



AGENDA

Wednesday, 19 July 2023

Ordinary Council Meeting

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

Date: Wednesday, 19 July 2023

Time: 9:15 AM

Location: Council Chambers

Peter Franks
Chief Executive Officer

Order Of Business

1	Members in Attendance	5
2	Apologies/Leave of Absence/Absence on Council Business	5
3	Bereavements/Condolences	5
4	Declaration of Conflicts of Interest	5
5	Confirmation of Minutes	5
6	Business Arising out of Minutes of Previous Meeting	5
7	Deputations and Delegations	5
8	Corporate and Community Services	7
8.1	N Evans - Reconfiguring a Lot - Boundary Realignment (3 into 3 lots) - Lot 25 on DA126, Lot 82 on RP851550 & Lot 2 on RP744259 - 2143 Mossman - Mount Molloy Road & Brown Road, Julatten - RAL/22/0021	7
8.2	R Gorry - Reconfiguring a Lot - Subdivision (1 into 6 Lots) - Lot 1 on SP218094 - 12 Barnwell Road, Kuranda - RAL/23/0003.....	33
8.3	Negotiated Decision Notice - G & G Cordenos and S Cordenos - Material Change of Use - Child Care Centre - Lot 53 on SP204554 - 47 Anzac Avenue, Mareeba - MCU/22/0017.....	101
8.4	Proposed Amendment to Planning Scheme Policy 4 - FNQROC Regional Development Manual 133	
8.5	Development and Governance Quarterly Report - April to June 2023.....	177
8.6	Operational Plan 2022/23 Progress Report January to March 2023	187
8.7	Council Policy Review	199
8.8	Financial Statements period ending 30 June 2023	251
9	Infrastructure Services	257
9.1	Parks and Open Spaces Action Plan Quarterly Report - April to June 2023	257
9.2	Infrastructure Services, Capital Works Monthly Report - June 2023.....	261
9.3	Traffic Advisory Committee - Minutes of Meeting held 20 June 2023	277
9.4	T-MSC2023-16 Gamboola Crossing Bridge Construction.....	287
9.5	Infrastructure Services, Technical Services Operations Report - June 2023.....	291
9.6	Infrastructure Services, Water and Waste Operations Report - June 2023.....	299
9.7	Infrastructure Services, Works Section Activity Report - June 2023.....	305
10	Office of the CEO	309
10.1	Tourism & Economic Development Quarterly Report	309
11	Confidential Reports	337
11.1	QAO Management Letter - Audit of Asset Management.....	337
12	Business without Notice	339
13	Next Meeting of Council	339

14 For Information 341

14.1 Summary of New Planning Applications & Delegated Decisions For The Month of June
2023 341

- 1 MEMBERS IN ATTENDANCE**
- 2 APOLOGIES/LEAVE OF ABSENCE/ABSENCE ON COUNCIL BUSINESS**
- 3 BEREAVEMENTS/CONDOLENCES**
- 4 DECLARATION OF CONFLICTS OF INTEREST**
- 5 CONFIRMATION OF MINUTES**
Ordinary Council Meeting - 21 June 2023
- 6 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING**
- 7 DEPUTATIONS AND DELEGATIONS**

8 CORPORATE AND COMMUNITY SERVICES

8.1 N EVANS - RECONFIGURING A LOT - BOUNDARY REALIGNMENT (3 INTO 3 LOTS) - LOT 25 ON DA126, LOT 82 ON RP851550 & LOT 2 ON RP744259 - 2143 MOSSMAN - MOUNT MOLLOY ROAD & BROWN ROAD, JULATTEN - RAL/22/0021

Date Prepared: 28 June 2023

Author: Planning Officer

Attachments:

1. [Proposal Plan](#) ↓
2. [State Assessment Referral Agency \(SARA\) Response dated 27 June 2023](#) ↓

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	N Evans	ADDRESS	2143 Mossman-Mount Molloy Road and Brown Road, Julatten
DATE LODGED	16 December 2022	RPD	Lot 25 on DA126, Lot 82 on RP851550 and Lot 2 on RP744259
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot – Boundary Realignment (3 lots into 3 lots)		
FILE NO	RAL/22/0021	AREA	Lot 25 – 1,012m ² Lot 82 – 85.704ha Lot 2 – 109.249ha
LODGED BY	RPS AAP Consulting Pty Ltd	OWNER	Lot 25 & 82 – ND & MG Evans Lot 2 – NT & JD Evans
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Lot 25 – Low Density Residential zone Lot 82 & 2 – 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. The application is impact assessable due to the changes to the Planning Scheme as a result of Temporary Local Planning Instrument (TLPI) No. 01 of 2021 (Subdivision in Rural zone). No submissions were received during the public notification period.

The proposed boundary realignment includes two (2) components. The first component of the development proposes the relocation of Lot 25 on DA126, which is a residential zoned allotment with an area of 1,012m². Lot 25 is currently situated in the north-west corner of the subject land in

proximity to Bushy Creek and is subject to seasonal flooding during large rain events. It is proposed to relocate this allotment to the north-east corner of the site adjacent to the Julatten Primary School. In its new location, the allotment will achieve flood immunity and will be clustered with existing residential allotments. The new location will decrease the likelihood of future land use conflict with surrounding farmland should the small allotment be on-sold. The zoning of the new relocated smaller allotment will be “Rural”, and it will have an area of just 3,690m².

The second component of the boundary realignment proposes the transfer of 25.44 hectares of land from existing Lot 82 on RP851550 to adjoining Lot 2 on RP744259. This transfer of land will create a larger 134.7 hectare parcel (proposed Lot 3) and a reduced 60 hectare parcel (proposed Lot 2).

The application and supporting material has been assessed against the Mareeba Shire Council Planning Scheme 2016. The first component of the proposed boundary realignment (relocation of residential sized Lot 25 on DA126 to create a 3,690m² Rural zoned allotment) is in conflict with some aspects of the Rural zone code and reconfiguring a lot code which seeks to discourage the creation of lots less than 60 hectares in the Rural zone. However, in this instance, the relocation of Lot 25 is considered common sense town planning, resulting in a more sensible lot configuration and will not compromise the Planning Schemes higher order Strategic Framework provisions which seek to protect agricultural land from fragmentation and alienation.

The second component of the proposed boundary realignment is compliant with the Planning Scheme’s assessment benchmarks and will maintain the desired minimum lot size of 60 hectares in both instances (proposed Lots 2 & 3).

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	N Evans	ADDRESS	2143 Mossman-Mount Molloy Road and Brown Road, Julatten
DATE LODGED	16 December 2022	RPD	Lot 25 on DA126, Lot 82 on RP851550 and Lot 2 on RP744259
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot – Boundary Realignment (3 lots into 3 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), referral 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 Reconfiguring a Lot – Boundary Realignment (3 Lots into 3 Lots)

(B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
AU006487-1C	Plan of Lots 1-3 – Cancelling Lot 25 on DA126, Lot 82 on RP851550 & Lot 2 on RP744259	RPS	09/06/2023

(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, and subject to any alterations:

- found necessary by the Council’s delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering requirements; and
- to ensure compliance with the following conditions of approval.

2. Timing of Effect

2.1 The conditions of the development permit must be complied with to the satisfaction of Council’s delegated officer prior to the endorsement of the plan of survey, 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 the endorsement of the plan of survey and at the rate applicable at the time of payment.

3.3 The developer must relocate (in accordance with FNQROC standards) any services such as water, sewer, drainage, telecommunications and electricity that are not wholly located within the lots that are being created/serviced where required by the relevant authority, unless approved by Council’s delegated officer.

3.4 Where utilities (such as sewers on non-standard alignments) traverse lots to service another lot, easements must be created in favour of Council for access and maintenance purposes. The developer is to pay all costs (including Council’s legal expenses) to prepare and register the easement documents.

3.5 Where approved existing buildings and structures are to be retained, setbacks to new property boundaries are to be in accordance with Planning Scheme requirements for the relevant structure and/or Queensland Development Code. A plan demonstrating compliance must be submitted prior to endorsement of the plan of survey.

3.6 Charges

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

3.7 Lot 2 and Lot 3 must achieve a minimum lot size of 60 hectares. Lot 1 must not exceed 3,700m² in size.

4. Infrastructure Services and Standards

4.1 Access

An access crossover to Lot 1 must be constructed (from the edge of Button Close to the property boundary of Lot 1) in accordance with FNQROC Development Manual Standards, to the satisfaction of Council's delegated officer.

4.2 Stormwater Drainage

4.2.1 The applicant/developer must take all necessary steps to ensure a non-worsening effect on surrounding land as a consequence of the development and must take all reasonable and practical measures to ensure discharge occurs in compliance with the Queensland Urban Drainage Manual (QUDM) and the FNQROC Development Manual, to the satisfaction of Council's delegated officer.

4.2.2 All stormwater drainage must be discharged to an approved legal point of discharge.

4.3 Water Supply

At the time of construction of a dwelling on Lot 1, a water supply must be provided via:

(a) a bore or bores are provided in accordance with the Design Guidelines set out in the Planning Scheme Policy 4 – FNQROC Regional Development Manual; or

(b) on-site water storage tank/s:

(i) with a minimum capacity of 90,000L; and

(ii) which are installed and connected prior to the occupation of the dwelling.

4.4 On-Site Wastewater Management

At the time of construction of any future dwelling on Lot 1, any associated on-site effluent disposal system must be constructed in compliance with the latest

version On-Site Domestic Wastewater Management Standard (ASNZ1547) to the satisfaction of the Council's delegated officer.

4.5 Electricity provision/supply

The applicant/developer must ensure that an appropriate level of electricity supply is provided to Lot 1 (only) in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.

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

4.6 Telecommunications

The applicant/developer must demonstrate that a connection to the national broadband network is available for Lot 1, or alternatively, enter into an agreement with a telecommunication carrier to provide telecommunication services to each lot and arrange provision of necessary conduits and enveloping pipes.

(D) ASSESSMENT MANAGER'S ADVICE

- (a) 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) REFERRAL AGENCY CONDITIONS

State Assessment and Referral Agency conditions dated 27 June 2023.

(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

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

THE SITE

The subject land is situated at 2143 Mossman - Mount Molloy Road and Brown Road, Julatten and comprises three (3) allotments being Lot 25 on DA126, Lot 82 on RP851550 and Lot 2 on RP744259. Lot 25 is zoned Low density residential while Lot 82 and Lot 2 are zoned Rural under the Mareeba Shire Council Planning Scheme 2016.

Lot 25 on DA126 is irregular in shape with an area of 1,012m². Lot 25 includes 30 metres of frontage to Mossman – Mount Molloy Road with no formal access in place. It is situated in proximity to Bushy Creek and is understood to be subject to seasonal flooding during peak rain events. The lot is vacant and is surrounded by Lot 82 on RP851550 on all three (3) sides. Lot 25 is not separated from surrounding Lot 82 by any fencing and is used in conjunction with Lot 82 for grazing livestock.

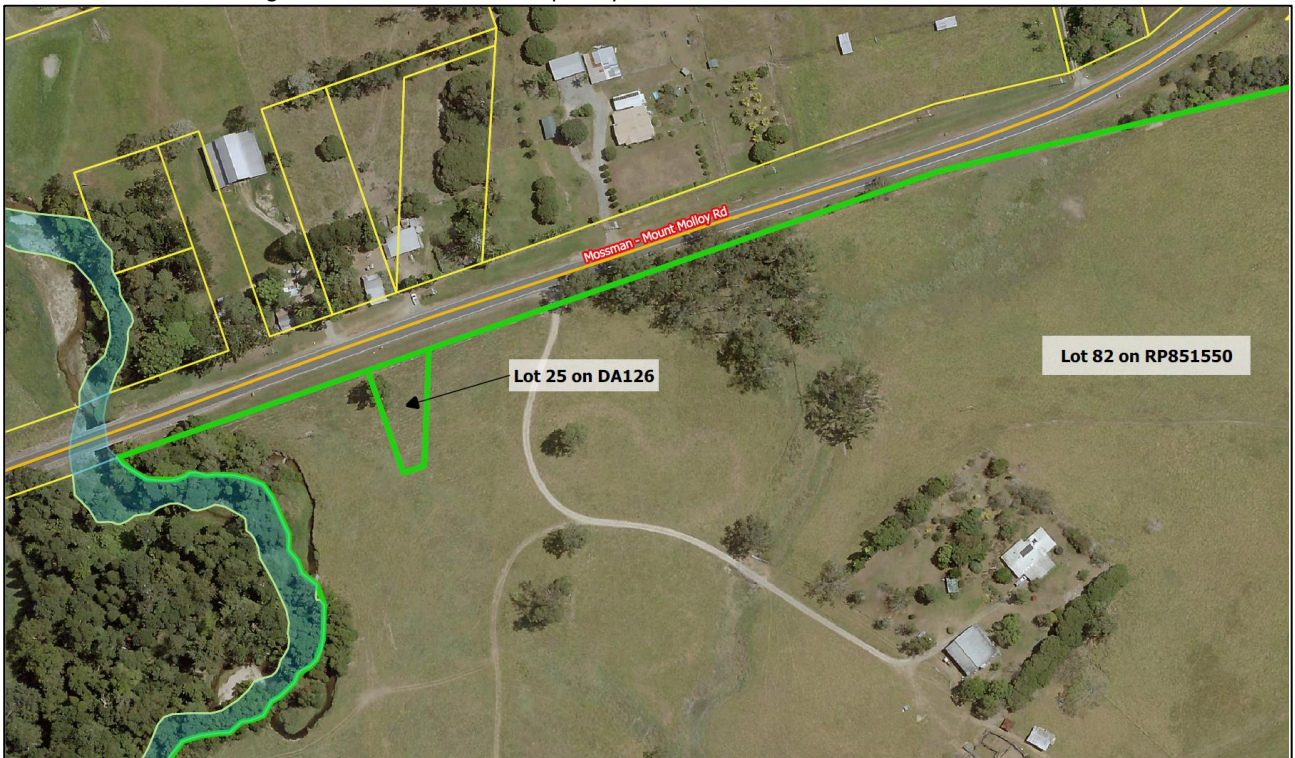
Lot 82 on RP851550 has an area of 85.704 hectares and includes 548 metres of frontage to Mossman – Mount Molloy Road, 55 metres of frontage to Button Close and 1.484 kilometres of frontage to an undeveloped section of the Brown Road reserve. Lot 82 is improved by a dwelling, outbuildings and cattle yards clustered together on the northern half of the property. Access is gained via Mossman – Mount Molloy Road by a gravel crossover. Bushy Creek spans the entire western boundary of the allotment. The land also contains a number of seasonal watercourses, wetlands and swamps that form tributaries to Bushy Creek.

Lot 2 on RP744259 has an area of 109.249 hectares and includes 658 metres of frontage to McLeans Bridge Road and a further 693 metres of frontage to the undeveloped section of the Browns Road reserve. Lot 2 is improved by some small livestock/feeding shelters and paddock fencing only and is predominately cleared with a large low lying wetland area over the eastern half of the allotment which forms a tributary to Rifle Creek which runs along the southern boundary of the site for approximately 200 metres.



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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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.

BACKGROUND AND CONTEXT

The original development application proposed the creation of a smaller proposed Lot 2 with an area of just 43.5 hectares. Due to significant conflicts with the Mareeba Shire Council Planning Scheme 2016 (as emended by the TLPI) the applicants were notified of Council officers’ intentions to recommend that this component of the application be refused, and that insufficient town planning justification existed to justify approval, despite these conflicts.

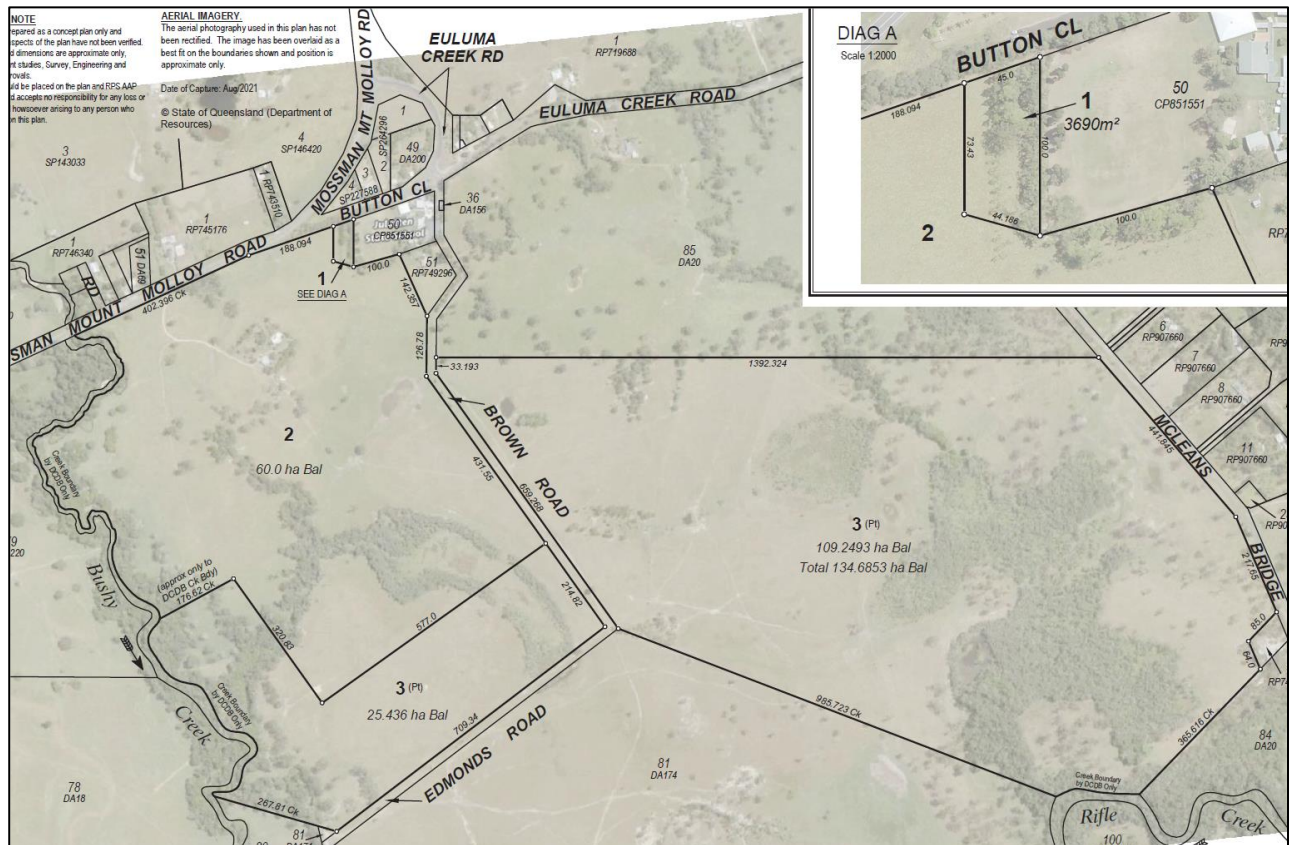
As a result, the application was subsequently amended (through the minor change process) to include a larger proposed Lot 2 with an area of 60 hectares.

PREVIOUS APPLICATIONS & APPROVALS

Nil

DESCRIPTION OF PROPOSED DEVELOPMENT

The development application seeks a Development Permit for Reconfiguring a Lot – Boundary Realignment (3 lots into 3 lots) in accordance with the plan shown below and included as **Attachment 1:**



The proposed boundary realignment includes two (2) components. The first component of the development proposes the relocation of Lot 25 on DA126, which is a residential zoned allotment with an area of 1,012m². Lot 25 is currently situated in the north-west corner of the subject land adjacent Bushy Creek and is subject to seasonal flooding in its current location. It is proposed to relocate this allotment to the north-east corner of the site adjacent the Julatten Primary School. In its new location, the allotment will achieve flood immunity and will be clustered with existing

residential allotments. Proposed Lot 1 will have an area of 3,680m² and will be accessed from Button Close.

The second component of the boundary realignment proposes the transfer of 25.44 hectares of land from existing Lot 82 on RP851550 to adjoining Lot 2 on RP744259. This transfer of land will create a larger 134.7 hectare parcel (proposed Lot 3) and a reduced 60 hectare parcel (proposed Lot 2). No change to the access arrangements for either proposed lots 2 or 3 will occur.

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:

- *Strategic Rehabilitation Area*
- *State & Regional Conservation Corridors*
- *Wetland Area of General Ecological Significance*
- *Terrestrial Area of High 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 - Rural Other • Residential Area <p>Natural Environment Elements</p> <ul style="list-style-type: none"> • Biodiversity Area • Habitat Linkage <p>Transport Elements</p> <ul style="list-style-type: none"> • State Controlled Road • Principal Cycle Routes <p>Infrastructure Elements</p> <ul style="list-style-type: none"> • Major Electrical Infrastructure
Zone:	<ul style="list-style-type: none"> - Low Density Residential Zone - Rural Zone
Overlays:	<ul style="list-style-type: none"> - Agricultural Land Overlay - Bushfire Hazard Overlay - Environmental Significance Overlay - Flood Hazard Overlay - Regional Infrastructure and Substations 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.*

*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 is for a boundary realignment only, so does not constitute a "subdivision" by definition.

The boundary realignment includes two (2) components, the first being the relocation of an existing 1,012m² allotment from its existing low lying flood prone location adjacent Bushy Creek to the

north-east corner of the subject land adjacent the Julatten School. Although this component of the proposal will result in the creation of a rural zoned allotment with an area of just 3,690m² it is considered to be common sense town planning and will result in an existing residential sized lot being relocated to a more suitable, flood free location adjacent the school and clustered with other residential allotments. A further town planning benefit of the relocation of this allotment will be to reduce the likelihood of future land use conflict that may occur in its current location as a residential lot surrounded on three (3) sides by productive agricultural land, particularly considering the possibility that this surrounding farm land could one day be used for broadacre cropping (e.g. sugar cane production).

The second component of the boundary realignment proposes the transfer of 25.44 hectares of land from existing Lot 82 on RP851550 to adjoining Lot 2 on RP744259. This transfer of land will create a larger 134.7 hectare parcel (proposed Lot 3) and a reduced 60 hectare parcel (proposed Lot 2). This component of the proposal complies with all relevant Planning Scheme provisions.

The proposed development will not result in the creation of any additional lifestyle lots, nor will it result in an increase in dwelling densities in the locality and could only benefit the Shires agricultural sector by decreasing the likelihood of future land use conflict. The proposed development complies with Strategic Outcomes 5 and 6, and specific outcomes 2 and 3.

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 boundary realignment will have no impact on water, wastewater and stormwater infrastructure, and a negligible impact on the local government maintained transport infrastructure (1 additional lot accessing from Button Close). As such, the proposed development does not compromise Strategic Outcome 6.

Relevant Developments Codes

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

- 6.2.6 Low density residential zone code
- 6.2.9 Rural zone code
- 8.2.1 Agricultural land overlay code
- 8.2.3 Bushfire hazard overlay code

- 8.2.4 Environmental significance overlay code
- 8.2.6 Flood hazard overlay code
- 8.2.9 Regional infrastructure corridors and substations overlay code
- 8.2.11 Scenic amenity 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 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). A summary of compliance/non-compliance is provided below:

Relevant Codes	Comments
Low density residential zone code	The application either 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.
Rural zone code	The application conflicts with 6.2.9.2 Purpose (3) (a) of the code as proposed Lot 1 will be under 60 ha in size. Refer to planning discussion section of the report for further commentary.
Agricultural land overlay code	The application either 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.
Bushfire hazard overlay code	The application either 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.
Environmental significance overlay code	The application either 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.
Flood hazard overlay code	The application either 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.
Regional infrastructure corridors and substations overlay code	The application either 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.
Scenic amenity overlay code	The application either 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.
Landscaping code	The application either 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.
Parking and access code	The application either 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.
Reconfiguring a lot code	The application conflicts with the following performance outcomes: <ul style="list-style-type: none"> • PO1.1 • PO1.2 Despite conflicting with the abovementioned performance outcomes, it is considered that the proposed development complies with the higher order strategic/specific outcomes contained in the Planning Scheme's Strategic Framework. Refer to planning discussion section of report for commentary.
Works, services and infrastructure code	The application either 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.

(D) Planning Scheme Policies

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

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

REFERRAL AGENCY

The application triggered referral to the State Assessment and Referral Agency as a Concurrence Agency for State transport infrastructure and clearing native vegetation.

That Department advised in a letter dated 27 June 2023 that they require the conditions to be attached to any approval (**Attachment 2**).

Internal Consultation

Not applicable.

PUBLIC NOTIFICATION

The development proposal was placed on public notification from 28 March 2023 to 21 April 2023. The applicant submitted the notice of compliance on 24 April 2023 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

No submissions were received.

PLANNING DISCUSSION

Non-compliance with assessment benchmarks contained within the Rural zone code and Reconfiguring a lot code are discussed below:

6.2.9 Rural zone code

6.2.9.2 Purpose

(3) (a) *Areas for use for primary production are conserved and new allotments below the minimum lot size identified in Table 9.4.4.3B is not supported.*

Comment

Table 9.4.4.3B dictates a minimum reconfiguring lot size of 60 hectares for land within the Rural zone. Proposed Lot 1 is significantly less than 60 hectares in size with an area of just 4,690m².

In its current location in proximity to Bushy Creek, Lot 25 is subject to seasonal flooding. The allotment is also a standalone residential zoned allotment surrounded on 3 sides by productive Class A agricultural land. It is proposed to relocate this allotment to the north-east corner of the site adjacent to the Julatten Primary School. The relocation of Lot 25 to create proposed Lot 1 is considered to be common sense town planning and will result in an existing residential sized lot being relocated to a more suitable, flood free location adjacent to the school and clustered with other residential allotments and non-agricultural uses (school). A further town planning benefit of the relocation of this allotment will be a reduction in the likelihood of future land use conflict that may occur in its current location as a standalone residential lot surrounded on three (3) sides by productive agricultural land, particularly considering the possibility that this surrounding farm land could one day be used for broadacre cropping (e.g. sugar cane production).

The second component of the boundary realignment proposes the transfer of 25.44 hectares of land from existing Lot 82 on RP851550 to adjoining Lot 2 on RP744259. This transfer of land will create a larger 134.7 hectare parcel (proposed Lot 3) and a reduced 60 hectare parcel (proposed Lot 2). This component of the boundary realignment complies with Purpose statement (3)(a).

It is anticipated that if the boundary realignment is ever completed and proposed smaller Lot 1 is created, that it will be subsequently rezoned into a residential zoning either when the current Planning Scheme undergoes a relevant amendment or a new Planning Scheme is implemented.

The proposed development will not result in the creation of any additional lifestyle lots, nor will it result in an increase in dwelling densities in the locality and could only benefit the Shires agricultural sector by decreasing the likelihood of future land use conflict. The proposed development complies with Strategic Outcomes 5 and 6, and specific outcomes 2 and 3.

9.4.4 Reconfiguring a lot code

Area and frontage of lots - Rural zone

PO1.1

No lots are created with an area of less than 60 ha

Note: This also applies to applications for boundary realignment

AO1.1

No acceptable outcome is provided.

Comment

Proposed Lot 1 will have an area of just 3,690m² and is therefore non-compliant with PO1.1.

In its current location in proximity to Bushy Creek, Lot 25 is subject to seasonal flooding. The allotment is also a standalone residential zoned allotment surrounded on three (3) sides by productive Class A agricultural land. It is proposed to relocate this allotment to the north-east corner of the site adjacent to the Julatten Primary School. The relocation of Lot 25 to create proposed Lot 1 is considered to be common sense town planning and will result in an existing residential sized lot being relocated to a more suitable, flood free location adjacent the school and clustered with other residential allotments and non-agricultural uses (school). A further town planning benefit of the relocation of this allotment will be a reduction in the likelihood of future land use conflict that may occur in its current location as a standalone residential lot surrounded on three (3) sides by productive agricultural land, particularly considering the possibility that this surrounding farm land could one day be used for broadacre cropping (e.g. sugar cane production).

The second component of the boundary realignment proposes the transfer of 25.44 hectares of land from existing Lot 82 on RP851550 to adjoining Lot 2 on RP744259. This transfer of land will create a larger 134.7 hectare parcel (proposed Lot 3) and a reduced 60 hectare parcel (proposed Lot 2). This component of the boundary realignment complies with Purpose statement (3)(a).

It is anticipated that if the boundary realignment is ever completed and proposed smaller Lot 1 is created, it will be subsequently rezoned into a residential zoning either when the current Planning Scheme undergoes a relevant amendment or a new Planning Scheme is implemented.

Despite not complying with PO1.1, it is considered that the proposed boundary realignment meets the intent of the higher order Strategic Framework provisions in that the development will not result in the creation of any additional lifestyle lots, nor will it result in an increase in dwelling densities in the locality and could only benefit the Shires agricultural sector by decreasing the likelihood of future land use conflict.

PO1.2

No lots are created with a frontage less than 400m.

Note: This also applies to applications for boundary realignment.

AO1.2

No acceptable outcome is provided.

Comment

Proposed Lots 2 and 3 will exceed the 400m frontage requirement. Relocated proposed Lot 1 will achieve a frontage to Button Close of only 45 metres and is therefore non-compliant with PO1.2. Despite the reduced frontage to Lot 1, this frontage is adequate to provide for access, whilst maintaining a regular lot shape and reduced lot size.

The frontage proposed for Lot 1 is appropriate given its likely future use as a lifestyle allotment.





RA6-N
 SARA reference: 2301-32748 SRA
 Council reference: RAL/22/0021
 Applicant reference: AU006487

27 June 2023

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

Attention: Carl Ewin

Dear Sir/Madam

Changed SARA referral agency response—Boundary Realignment (3 lots into 3 lots) at 2143 & 2233 Mossman Mount Molloy Road, Julatten

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

On 13 June 2023, the State Assessment and Referral Agency (SARA) received notice of a change to the development application described below. SARA has assessed the changes and now provides this changed referral agency response which replaces the response dated 17 March 2023.

Response

Outcome:	Referral agency response – with conditions
Date of response:	###Secondary1###
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	Reconfiguring a Lot - Boundary Realignment (3 Lots into 3 Lots)
SARA role:	Referral agency	

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

2301-32748 SRA

SARA trigger: **Schedule 10, Part 9, Division 4, Subdivision 2, Table 1** (Planning Regulation 2017) – Reconfiguring a lot near a state-controlled road
Schedule 10, Part 3, Division 4, Table 2 (Planning Regulation 2017) – Reconfiguring a lot involving vegetation clearing

SARA reference: 2301-32748 SRA
Assessment manager: Mareeba Shire Council
Street address: 2143 and 2233 Mossman Mount Molloy Road, Julatten
Real property description: Lot 25 on DA126, Lot 82 on RP851550, and Lot 2 on RP744259
Applicant name: Neville Evans
Applicant contact details: C/- RPS AAP Consulting Pty Ltd
135 Abbott Street
Cairns QLD 4870
Stacey.Devaney@rpsgroup.com.au

Human Rights Act 2019 considerations: Section 58 of the *Human Rights Act 2019* specifies required conduct for public entities when acting or making a decision. Sections 15 – 37 of the *Human Rights Act 2019* identifies the human rights a public entity must consider in making a decision.
This decision does not limit the above identified human rights.

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 Anthony Westbury, Planning Officer, on 40373214 or via email CairnsSARA@dasilgq.qld.gov.au who will be pleased to assist.

Yours sincerely



Brett Nancarrow
Manager (Planning)

cc Neville Evans, Stacey.Devaney@rpsgroup.com.au
enc Attachment 1 - Changed referral agency conditions
Attachment 2 - Changed advice to the applicant
Attachment 3 - Changed reasons for referral agency response
Attachment 4 - Representations about a referral agency response
Attachment 5 - Documents referenced in conditions

2301-32748 SRA

Attachment 1—Changed 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**)

Reconfiguring a lot		
Schedule 10, Part 3, Division 4, Table 2 – Reconfiguring a lot involving native vegetation clearing—The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of the Department of Resources 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.	The development must be carried out generally in accordance with the following plan: <ul style="list-style-type: none"> • RECONFIGURATION OF A LOT, Plan of Lots 1-3 – Cancelling Lot 25 on DA126, Lot 82 on RP851550 & Lot 2 on RP744259, prepared by RPS, dated 09-06-2023, Drawing AU006487-1C. 	At all times.

2301-32748 SRA

Attachment 2—Changed 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.

2301-32748 SRA

Attachment 3—Changed reasons for referral agency response

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

The reasons for the SARA decision are:

The proposed development, with conditions, complies with the relevant provisions of State code 1: Development in a state-controlled road environment, and State code 16: Native vegetation clearing, as follows:

- The proposed development is unlikely to compromise the safety, function, and efficiency of Mossman Mount Molloy Road, a state-controlled road.
- No new or changed access is required to Mossman Mount Molloy Road.
- The proposed development is not increasing traffic generation via Mossman Mount Molloy Road.
- The proposed rural lots are of sufficient size to ensure stormwater and drainage flow is discharged on-site and will not adversely affect Mossman Mount Molloy Road.
- No mandatory measures to mitigate impacts from transport corridor noise are required adjacent to this part of Mossman Mount Molloy Road.
- The proposed development has reasonably avoided, and minimised, the impacts to native vegetation and essential habitat.
- Clearing is limited to essential management exemptions for fencing of the new boundary between Proposed Lots 2 and 3.
- Clearing will not occur within 47m of Bushy Creek.
- Clearing of endangered regional ecosystems, of concern regional ecosystems, and essential habitat, is within acceptable limits.
- Clearing will retain sufficient vegetation in the subject lots and adjacent landscape to maintain ecological connectivity.

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)
- the Development Assessment Rules
- SARA DA Mapping system
- State Planning Policy mapping system
- *Human Rights Act 2019*

2301-32748 SRA

Attachment 4— Representations about a referral agency response

(page left intentionally blank – attached separately)

2301-32748 SRA

Attachment 5—Documents referenced in conditions

(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*

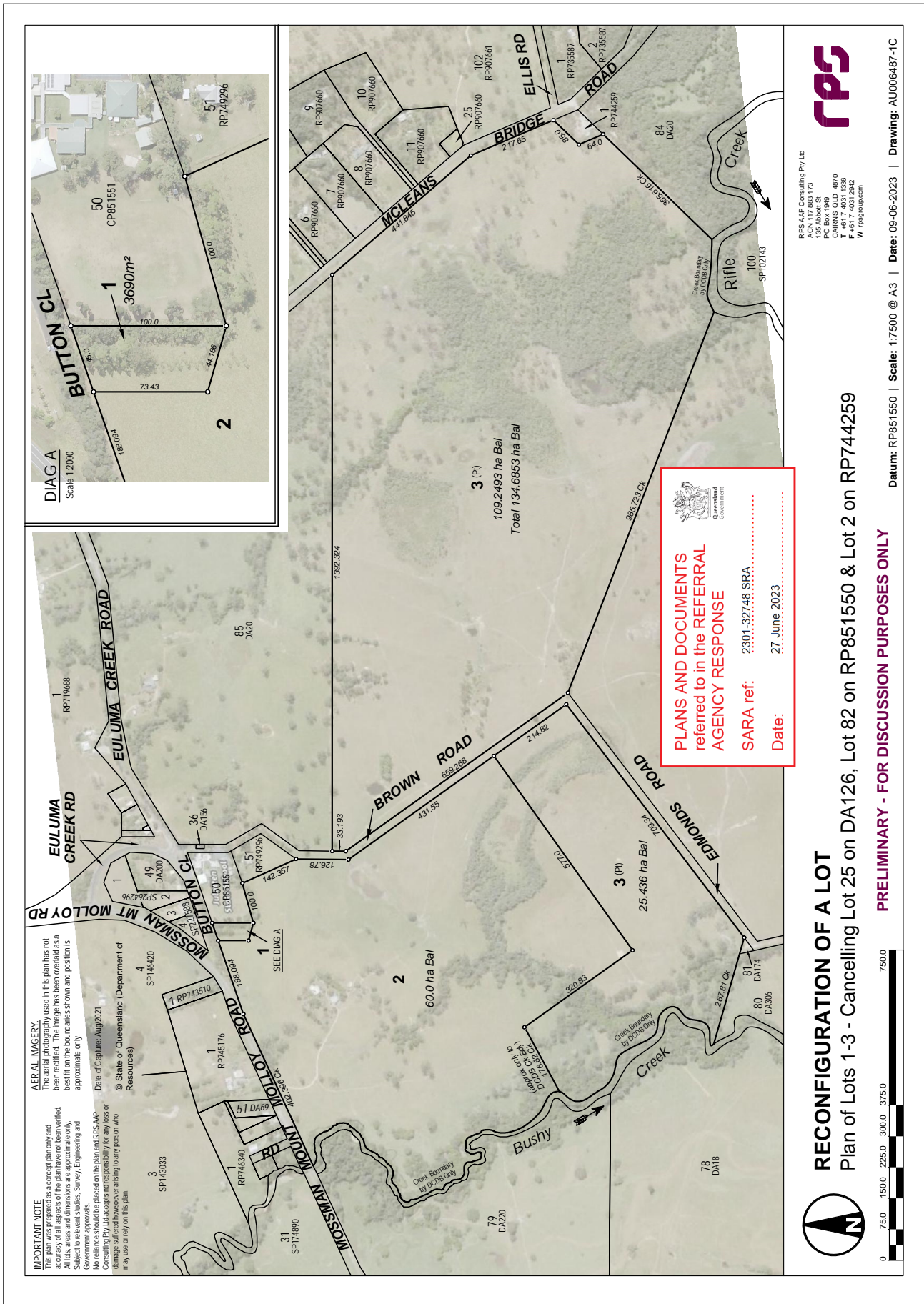
² In the instance an applicant has made representations to the concurrence agency under section 30, and the concurrence agency agrees to make the change included in the representations, section 28.2(c) is taken to have been satisfied.

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.



8.2	R GORRY - RECONFIGURING A LOT - SUBDIVISION (1 INTO 6 LOTS) - LOT 1 ON SP218094 - 12 BARNWELL ROAD, KURANDA - RAL/23/0003
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Date Prepared: 10 July 2023

Author: Planning Officer

Attachments:

1. [Proposal Plan](#) ↓
2. [Submissions](#) ↓

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	R Gorry	ADDRESS	12 Barnwell Road, Kuranda
DATE LODGED	9 March 2023	RPD	Lot 1 on SP218094
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot – Subdivision (1 into 6 Lots)		
FILE NO	RAL/23/0003	AREA	7.9652 ha
LODGED BY	Scope Town Planning	OWNER	R Gorry
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Rural Residential		
LEVEL OF ASSESSMENT	Impact Assessment		
SUBMISSIONS	17 Submissions		

EXECUTIVE SUMMARY

Council is in receipt of an impact assessable development application described in the above application details. 17 submissions were received during the mandatory public notification period.

The application proposes the subdivision of the 7.96 hectare property into six (6) allotments. The six (6) allotments will range in size from 7000m² up to 2.7 hectares. Proposed Lots 1, 2 and 3 have areas of 7500m², 7000m² and 8052m² respectively. The application and supporting material has been assessed against the Mareeba Shire Council Planning Scheme 2016 and is in conflict with a Performance Outcome and Acceptable Outcome contained within the Reconfiguring a Lot Code which discourages further subdivision of Rural residential zoned allotments that are not situated within a subdivision “precinct” which is the case in this instance.

Despite not being situated within a subdivision precinct, Council officers consider the land suitable for rural residential development consistent with that already enveloping the site. This suitability is supported within the Planning Scheme by higher order Overall Outcomes contained in both the Reconfiguring a Lot Code and the Strategic Framework. In particular, the subject site is centred within an existing cluster of approximately 49 rural residential lots, is almost entirely cleared of protected vegetation, and is easily serviceable with electricity, telecommunications, and well-constructed bitumen sealed road access. However, what is not present at this particular location is a town water supply, nor will it be feasible for the developer to connect into Kuranda’s existing water supply network which ends at the Kuranda Public Pool approximately 1.6 kilometres away. Given the unavailability of town water, Council officers do not consider the site suitable for

development creating lots significantly smaller than 2 hectares in area such as proposed Lots 1, 2 and 3.

Upon review of the 17 submissions received it was clear that there was a community expectation that Council would not allow the site to be overdeveloped to create rural residential lots inconsistent with the design and character of existing lots in the immediate vicinity of the site. When averaged over the 49 surrounding rural residential lots, the average lot size equates to approximately 2 hectares.

In consideration of the above, Council officer recommend that the application be approved **in part only**, limiting the development of the site to just four (4) lots, achieving an average lot size of 1.99 hectares, with a minimum lot size of 1.5 hectares. This outcome represents sensible and logical town planning, responsive to the available service infrastructure and physical constraints of the site as well as to the concerns of submitters. The development will allow for the continuation of some growth and additional land stock in the Kuranda Region whilst being considerate of the area’s strong environmental values.

OFFICER’S RECOMMENDATION

1. That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	R Gorry	ADDRESS	12 Barnwell Road, Kuranda
DATE LODGED	9 March 2023	RPD	Lot 1 on SP218094
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot – Subdivision (1 into 6 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 part only** in accordance with the approved plans/documents listed in (B), subject to assessment manager conditions in (C), assessment manager’s advice in (D), relevant period in (E), further permits in (F), and further approvals from Council listed in (G);

And

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

- (A) APPROVED DEVELOPMENT: **In Part Only** – Development Permit for Reconfiguring a Lot – Subdivision (**1 into 4 Lots only**)

- (B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
22003	Proposed Site Plan	Scope Town Planning	March 2023

(C) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

1. This development permit authorises the subdivision of the site into **4 Lots only. Lots 1, 2 and 3 depicted on the approved plan must be amalgamated to form 1 single allotment.** The extent and location of lot boundaries for the 4 approved lots may vary 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 approved development may still occur in Stages. The conditions of this development permit relevant to each Stage of the development must be complied with, to the satisfaction of Council's delegated officer prior to the endorsement of the plan of survey for that Stage, 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 within the conditions of approval or the Adopted Infrastructure Charges Notice.
 - 3.2 The applicant/developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by condition(s) of this approval.
 - 3.3 All payments or bonds required to be made to the Council pursuant to any condition of this approval or the Adopted Infrastructure Charges Notice must be made prior to the endorsement of the plan of survey and at the rate applicable at the time of payment.
 - 3.4 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 Any existing buildings or structures and/or incidental works that straddle the new boundaries must be altered, demolished or removed, as required, to align with the new property boundaries and/or be wholly contained within a new allotment, unless approved by Council's delegated officer.

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 Lot Size & Configuration

Lots 1, 2 and 3 must be amalgamated to form 1 single allotment. Each of the 4 approved lots must achieve a minimum lot size of 1.5 hectares and an average lot size of at least 1.9 hectares when calculated over all 4 Lots.

3.9 In order to secure lawful access to Lots 4, 5 and 6, the lease on the section of road reserve adjacent Lot 1 on SP218094 (described as Lease A on AP20246) must be cancelled so that this land can revert back to publicly accessible road reserve.

3.10 Building Envelopes

(a) In order to provide protection to Cain Creek and its riparian environment, promote wildlife movement across the land and to ensure building flood immunity is achieved over each allotment, building envelopes are to be established on all 4 allotments that extend no further than 60 metres into each lot when measured from the eastern boundary of each lot.

(b) Prior to the endorsement of the survey plan the approved building envelope areas must be defined by survey markers set at each corner, to the satisfaction of Council's delegated officer. A building envelope plan must be produced and submitted to Council to be included on the rates notice for each allotment.

(c) All future buildings including associated on-site effluent disposal systems must be located within the approved building envelopes.

(d) No vegetation shall be cleared outside the approved building envelopes.

3.11 Slope Stability

For any new building work proposed on a slope of 15% or greater, the applicant/developer must provide Council with a site specific geotechnical report prepared by a suitably qualified Registered Professional Engineer of Queensland (RPEQ) that certifies:

- the long-term stability of the development site; and
- that the development site will not be adversely affected by land slide/slip activity originating on sloping land above the development site.

3.12 Cain Creek

No clearing is to occur within 25 metres of the high bank of Cain Creek. Additionally, any fencing installed between any new lot within 25 metres of Cain Creek must be 3 strand wire fencing only so as to accommodate wildlife movement.

3.13 Charges

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

4. Infrastructure Services and Standards

4.1 Access

4.1.1 New or existing access crossovers must be upgraded/constructed (from the edge of Barnwell Road to the property boundary of each allotment) in accordance with the FNQROC Development Manual, to the satisfaction of Council's delegated officer.

4.1.2 In lieu of constructing a new road to service Lots 5 and 6, the driveways servicing these lots must be sealed for their entire length (from the edge of Barnwell Road to the property boundary of each lot). The driveways must be bitumen, concrete or asphalt sealed (including any necessary road base foundation) with a minimum width of 3 metres and constructed with one-way crossfall to ensure the driveways drain properly into the surrounding road reserve.

4.2 Stormwater Drainage

(a) The applicant/developer must take all necessary steps to ensure a non-worsening effect on surrounding land as a consequence of the development and must take all reasonable and practical measures to ensure discharge occurs in compliance with the Queensland Urban Drainage Manual (QUDM) and the FNQROC Development Manual, to the satisfaction of Council's delegated officer.

(b) All stormwater drainage must be discharged at a lawful point of discharge.

4.3 Water Supply

At the time of construction of a new dwelling on any lot, a water supply must be provided via:

(a) a bore or bores are provided in accordance with the Design Guidelines set out in the Planning Scheme Policy 4 – FNQROC Regional Development Manual; or

(b) on-site water storage tank/s:

(i) with a minimum capacity of 90,000L; and

- (ii) which are installed and connected prior to the occupation of the dwelling.

4.4 On-Site Wastewater Management

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

4.5 Electricity provision/supply

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

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

4.6 Telecommunications

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

(D) ASSESSMENT MANAGER'S ADVICE

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

- (c) Endorsement Fees

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

- (d) Compliance with applicable codes/policies

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

(e) Notation on Rates Record

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

- An approved building envelope plan
- Conditions regarding on-site water supply applicable at time of dwelling construction of each lot.
- Conditions regarding on-site effluent disposal applicable at time of dwelling construction on each lot.
- Conditions relevant to any future building works on sloping land
- Conditions relevant to the protection of the Cain Creek riparian environment – clearing and fencing restrictions.

(f) 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

(g) 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) RELEVANT PERIOD

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

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

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

- Nil

(G) OTHER APPROVALS REQUIRED FROM COUNCIL

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

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

Development Type	Rate	Measure	Charge	Credit Detail	Balance
	\$ per Lot <small>(40% reduction of standard charge for no town water/sewer)</small>	Lots		Lots	
Residential	\$12,460.80	4 Lots	\$49,843.20	1 lot (\$12,460.80)	\$37,382.40
TOTAL CURRENT AMOUNT OF CHARGE					\$37,382.40

3. That Council has approved the application **in part only** due to part of the application (that part creating proposed Lots 1, 2 and 3 with areas of 7,500², 7,000m² and 8,052m² respectively) conflicting with the following:

(a) *Strategic Framework*

3.3 Settlement pattern and built environment

3.3.1 Strategic outcomes

- (4) *Rural residential areas are intended to support rural residential development of varying densities, to prevent further fragmentation and alienation of rural areas, conservation areas and biodiversity areas within the regional landscape. Rural residential areas predominantly maintain the current density of development, with infill subdivision of rural residential areas generally limited to identified areas where consistent with the desired character and where adequate services and infrastructure are available or can be adequately and cost-effectively provided.*

3.3.10 Element – Rural residential areas

3.3.10.1 Specific outcomes

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

(b) *Reconfiguring a Lot code*

PO1

Lots include an area and frontage that:

- (a) *is consistent with the design of lots in the surrounding area;*

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

And that there are not sufficient town planning grounds to approve the entire application despite these conflicts and Lots 1, 2 and 3 should be amalgamated to form a single allotment.

THE SITE

The subject site is situated on the corner of Oak Forest Road and Barnwell Road, at 12 Barnwell Road, Kuranda and is more particularly described as Lot 1 on SP218094. The site is irregular in shape with an area of 7.9652 hectares and is zoned Rural residential under the Mareeba Shire Council Planning Scheme 2016.

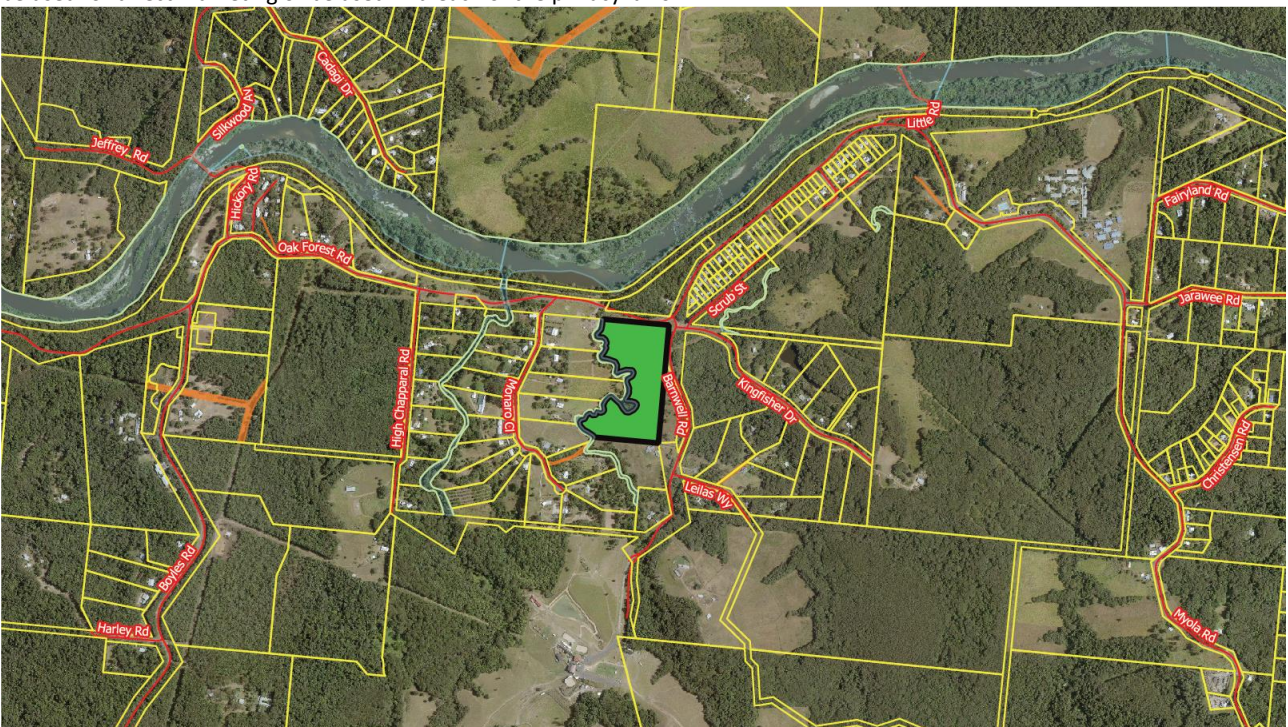
The site includes 123 metres of frontage to Barnwell Road, and 230 metres of frontage to Oak Forest Road, both of which are constructed to bitumen sealed standards. Access is gained from Barwell Road via two existing crossovers, one being bitumen sealed, the other remaining grassed.

The site has been almost entirely cleared of vegetation with the exception of some riparian vegetation that remains along Cain Creek which spans the entire western boundary of the site. The site is improved by a dwelling and multiple outbuildings and is currently used for livestock grazing. All immediate surrounding lots are zoned Rural residential and are used as lifestyle lots and generally include single dwellings and outbuildings



Map Disclaimer:

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



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BACKGROUND AND CONTEXT

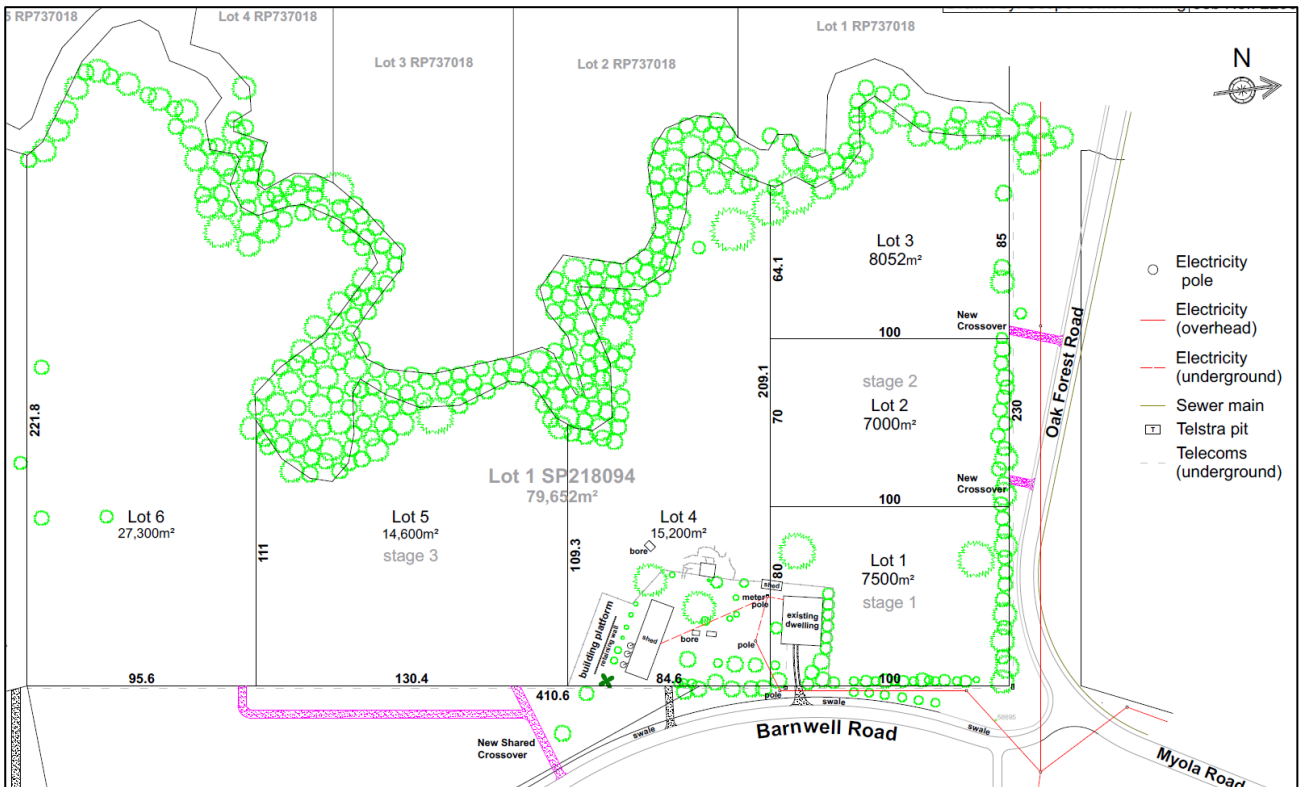
Nil

PREVIOUS APPLICATIONS & APPROVALS

Nil

DESCRIPTION OF PROPOSED DEVELOPMENT

The development application seeks a Development Permit for Reconfiguring a Lot – Subdivision (1 into 6 Lots) in accordance with the plans shown below and included as **Attachment 1**.



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 as containing:

- *Strategic Rehabilitation Area*

PLANNING SCHEME DESIGNATIONS

Strategic Framework:	<p>Land Use Categories</p> <ul style="list-style-type: none"> • Rural Residential Area <p>Transport Elements</p> <ul style="list-style-type: none"> • Local Collector Road • Principal Cycle Route
Zone:	- Rural Residential Zone
Overlays:	<ul style="list-style-type: none"> - Bushfire Hazard Overlay - Flood Hazard Overlay - Hill and Slope Overlay - Residential Dwelling House and Outbuilding Overlay - Transport Infrastructure Overlay

RELEVANT PLANNING INSTRUMENTS

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

(A) Far North Queensland Regional Plan 2009-2031

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

(B) State Planning Policy

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

(C) Mareeba Shire Council Planning Scheme 2016

Strategic Framework

3.3 Settlement pattern and built environment

3.3.1 Strategic outcomes

- (4) *Rural residential areas are intended to support rural residential development of varying densities, to prevent further fragmentation and alienation of rural areas, conservation areas and biodiversity areas within the regional landscape. Rural residential areas predominantly maintain the current density of development, with infill subdivision of rural residential areas generally limited to identified areas where consistent with the desired character and where adequate services and infrastructure are available or can be adequately and cost-effectively provided.*

Comment

The subject site is situated within the Rural residential zone in the centre of a cluster of 49 established rural residential lots averaging two (2) hectares in size. The land is currently used for livestock grazing and has been cleared of nearly all vegetation with a small amount of riparian vegetation remaining along Cain Creek which borders the land to the west. The proposed reconfiguration will not further fragment or alienate a rural area, nor will the development lead to the fragmentation or loss of any established conservation or biodiversity areas.

The proposed development is considered to be infill development. Proposed Lots 4, 5 and 6 with areas of 1.52ha, 1.46ha and 2.73 hectares (averaging 1.9 hectares over the 3 Lots) are considered to be consistent in size and dimensions with existing lots in the surrounding area and will be serviced with all infrastructure typically conditioned for 2 ha rural residential development including sealed access, power, telecommunications and on-site water supply and wastewater disposal. Proposed Lots 4, 5 and 6 represent sensible and logical infill development that will maintain the desired character of the area consistent with the intent of Strategic Outcome (4).

Proposed Lots 1, 2 and 3 have areas of 7,500m², 7,000m² and 8,052m² respectively. These three proposed lots are not considered to be consistent with surrounding development, nor will they be provided with a town water supply, which is typical and desirable service standard for rural residential lots of this size. Furthermore, Council cannot reasonably condition the provision of town water either which is not able to be cost-effectively provided at this location. Proposed Lots 1, 2 and 3 do not represent orderly or sensible infill development over the site and will not maintain the predominant character or amenity of the area and are therefore considered to be in conflict with Strategic Outcome (4).

It is recommended that the application be approved in part only, authorising the development of the site into four (4) lots only (instead of 6), maintaining proposed Lots 4, 5 and 6 in their current proposed configuration but amalgamating proposed Lots 1, 2 and 3 into a single allotment with an area of approx. 2.25 hectares. This will ensure the site is developed in accordance with Strategic Outcome (4), achieving an average lot size of 1.99 hectares over the 4 lots.

3.3.10 Element—Rural residential areas

3.3.10.1 Specific outcomes

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

Comment

The subject site is situated within the Rural residential zone in the centre of a cluster of 49 established rural residential lots averaging two (2) hectares in size. The land is currently used for livestock grazing, however, is not considered a viable agricultural parcel. The land has been cleared of nearly all vegetation with a small amount of riparian vegetation remaining along Cain Creek which borders the land to the west. The proposed reconfiguration will not further fragment or alienate a rural agricultural area, nor will the development lead to the fragmentation or loss of any established conservation or biodiversity areas.

The development is considered to be infill development, locating in close proximity to the Kuranda Village as well as two (2) schools and the public swimming pool.

Proposed Lots 4, 5 and 6 with areas of 1.52ha, 1.46ha and 2.73 hectares (averaging 1.9 hectares over the 3 Lots) are considered to be consistent in size and dimensions with existing lots in the surrounding area and will be serviced with all infrastructure typically conditioned for two (2) ha rural residential development including sealed access, power, telecommunications and on-site water supply and wastewater disposal. Proposed Lots 4, 5 and 6 represent sensible and logical infill development that will maintain the desired character of the area consistent with the intent of Specific Outcomes (1) – (4).

Proposed Lots 1, 2 and 3 have areas of 7,500m², 7,000m² and 8,052m² respectively. These three (3) proposed lots are not considered to be consistent with surrounding development, nor will they be provided with a town water supply, which is typical and desirable service standard for rural residential lots of this proposed size. Furthermore, Council cannot reasonably condition the provision of town water either which is not able to be cost-effectively provided at this location. Proposed Lots 1, 2 and 3 do not represent orderly or sensible infill development over the site and will not maintain the predominant character or amenity of the area and are therefore considered to be in conflict with Specific Outcomes (1) – (4).

It is recommended that the application be approved in part only, authorising the development of the site into 4 lots only (instead of 6), maintaining proposed Lots 4, 5 and 6 in their current proposed configuration but amalgamating proposed Lots 1, 2 and 3 into a single allotment with an area of approx. 2.25 hectares. This will ensure the site is developed in accordance with Specific Outcomes (1) – (4), achieving an average lot size of 1.99 hectares over the 4 lots.

3.3.14 Element—Natural hazard mitigation

3.3.14.1 Specific outcomes

- (1) The risk of loss of life and property associated with bushfires, cyclones, flooding, landslides and other weather related events are minimised through the appropriate use of land having regard to its level of susceptibility to the hazard or potential hazard.*
- (2) Development in an area subject to a natural hazard incorporates appropriate siting and design measures that mitigate risks to infrastructure, buildings and the community.*
- (3) Development considers the potential for increased occurrence of natural hazards as a result of climate change, including greater frequency of extreme weather events and increased rainfall intensities.*

- (4) *Development incorporates emergency response measures to ensure the impacts of natural hazards can be minimised.*

Comment

The majority of proposed Lot 3 is situated within the potential flood hazard area which could make it difficult to develop as a residential allotment. Furthermore, proposed Lots 1, 2 and 3 are all entirely situated within a bushfire hazard buffer area.

Due to conflicts with other aspects of the Planning Scheme, it is recommended that the application be approved in part only with just four (4) allotments approved. As part of this recommendation proposed Lots 1, 2 and 3 will be amalgamated to form a single allotment which will contain an existing dwelling house outside the potential flood hazard area. Furthermore, this amalgamated allotment will contain an existing dwelling house so will not result in an increase in dwelling numbers within a bushfire hazard area.

The officer recommendation to reduce the number of lots from 4 to 6 will satisfy Specific outcomes 1 – 4.

3.4 Natural resources and environment

3.4.1 Strategic outcomes

- (1) *Mareeba Shire's outstanding natural environment, ecological processes and biodiversity values, including those within conservation areas and biodiversity areas, are conserved, enhanced and restored. Minimal loss of native vegetation is achieved in the shire through limited clearing of biodiversity areas, strategically located rehabilitation areas and the replanting of native vegetation. The impacts of pests and weeds on the natural environment is minimised and managed*
- (2) *Natural corridors through the landscape, including ecological corridors, and natural areas which provide linkages between areas of significant biodiversity and habitat value are protected and enhanced. Opportunities are realised to connect habitat fragments across the regional landscape through strategic rehabilitation and protection of potential habitat connection corridors, such as habitat linkages. The resilience of natural systems and wildlife to respond to climate change is strengthened by providing maximum connectivity across a range of habitats, allowing species to migrate and retreat.*
- (3) *The physical condition, ecological health, environmental values and water quality of surface water and groundwater systems, including but not limited to major waterbodies and major watercourses, is protected, monitored and improved. The impacts of Mareeba Shire's water quality, wetland and riparian health on the Great Barrier Reef and the Gulf of Carpentaria are recognised through integrating sustainable catchment management practices into land use planning. Riparian areas and areas surrounding ecologically significant wetlands will be enhanced as part of new development.*

3.4.5 Element – Strategic rehabilitation and ecological corridors

3.4.5.1 Specific outcomes

- (1) *Ecological corridors are major existing habitat corridors that link key biodiversity areas within Mareeba Shire and greater Far North Queensland region. Development does not compromise the habitat connectivity of ecological corridors.*

Comment

The subject site falls within a mapped ecological corridor. Although the majority of the site is cleared of vegetation, there is an important riparian corridor along Cain Creek which flows along the western boundary of the site and into the Barron River.

In order to ensure that this riparian vegetation is protected, and to provide protection to Cain Creek and its water quality, conditions have been included to ensure that building envelopes are established over the new allotments limiting any future building works and associated on-site effluent disposal areas to the eastern ends of each allotment, extending no further than 60 metres into each lot when measured from the eastern boundary of the land.

Once the development is complete, each of the three (3) additional allotments can support an additional dwelling and associated outbuildings, similar to the existing lot arrangement on the western side of Cain Creek. The balance of each lot is likely to remain either unused, revegetated to some extent, or maintained as livestock pasture which is not likely to have any more of an impact to the Cain Creek riparian environment than what occurs on site at present.

The application can be appropriately conditioned to ensure compliance with Strategic Outcomes (1) – (3) and Specific outcome (1).

3.4.6 Element – Watercourses and wetlands

3.4.6.1 Specific outcomes

- (1) *Hydrological flows, riparian ecology and ecosystem services of watercourses and wetlands are maintained, protected and enhanced.*
- (3) *The water quality of rivers and creeks, which ultimately flow to the Great Barrier Reef and the Gulf of Carpentaria, is not compromised or polluted through sediment, gross pollutants or chemical run off from new or existing development.*
- (5) *Where development occurs on land including and adjoining watercourses and wetlands it provides appropriate setbacks and buffers and enhances these areas through revegetation.*

Comment

The subject land includes a riparian boundary to Cain Creek on the western side of the allotment, which ultimately flows into the Barron River approximately 115 metres past the site to the north.

In order to ensure that the water quality and riparian environment of Cairn Creek is protected, conditions have been included to ensure that building envelopes are established over the new allotments limiting any future building works and associated on-site effluent disposal areas to the eastern ends of each allotment, extending no further than 60 metres into each lot when measured from the eastern boundary of the land.

Additionally, any future conventional on-site effluent disposal system will be required to achieve a 50 metre separation distance from Cain Creek. If this cannot be achieved, which may be the case for proposed lot 5 which has a reduced depth of less than 100 metres, then a more advanced secondary treatment system will be required to be installed, which will further help protect the water quality in Cain Creek.

Once the development is complete, each of the 3 additional allotments can support an additional dwelling and associated outbuildings, similar to the existing lot arrangement on the western side of Cain Creek. The balance of each lot is likely to remain either unused, revegetated to some extent, or maintained as livestock pasture which is not likely to have any more of an impact to the Cain Creek riparian environment than what occurs on site at present.

The application can be appropriately conditioned to ensure compliance with Specific outcome (1).

Relevant Developments Codes

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

- 6.2.10 Rural residential zone code
- 8.2.3 Bushfire hazard overlay code
- 8.2.4 Environmental significance overlay code
- 8.2.6 Flood hazard overlay code
- 8.2.8 Hill and slope 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 is generally compliant with the Planning Scheme codes, however is in conflict with some assessment benchmarks as outlined in the table below.

Relevant Codes	Comments
Rural residential zone code	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.
Bushfire hazard overlay code	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.
Environmental significant overlay code	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.
Flood hazard overlay code	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.
Hill and slope overlay code	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.
Landscaping code	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.
Parking and access code	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.
Reconfiguring a lot 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 apart from the following: <ul style="list-style-type: none"> • Acceptable Outcome AO1.1 • Performance Outcome PO13 (no acceptable outcome provided) Further commentary is provided in the planning discussion section of report.
Works, services and infrastructure code	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.

(D) Planning Scheme Policies/Infrastructure Charges Plan

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

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

(E) Adopted Infrastructure Charges Notice

Adopted Infrastructure Charges Resolution (No. 1) of 2023 identifies a charge rate for residential development of \$20,768.00 per additional residential allotment created.

As the proposed allotments will not be serviced by reticulated water or sewerage infrastructure, the relevant charge rate is discounted by 40%. The applicable charge rate is therefore \$12,460.80 per additional allotment created.

The application is recommended for approval in part only, authorising the reconfiguration of the land to create 4 lots only (3 additional lots).

Infrastructure charges will therefore total **\$37,382.40**.

REFERRAL AGENCY

This application did not trigger referral to any Referral Agency.

PUBLIC NOTIFICATION

The development proposal was placed on public notification from 4 May 2023 to 24 May 2023. The applicant submitted the notice of compliance on 25 May 2023 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

17 properly made submissions were received during the public notification period.

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

Grounds for objection /support	Comment
Proposed Lots 1, 2 and 3 are inconsistent in size with the average lot size in the surrounding rural residential area. The application should be amended to reduce the number of proposed Lots to 4 to ensure each lot is approximately 2 hectares in size consistent with the surrounding lot arrangement.	Noted – This issue is discussed throughout the body of the report. Council officers have recommended that the application be approved in part only, allowing the creation of only 4 lots. These 4 lots will be consistent in size to existing rural residential lots in the immediate area.
Proposing new lots such as Lots 2 and 3 so close to Cain Creek will have a detrimental environmental impact on both Cain Creeks water quality as well as the riparian vegetation.	Noted – Council officers have recommended that the application be approved in part only, allowing the creation of only 4 lots. Proposed Lots 1, 2 and 3 will be amalgamated to form a single allotment.
Proposed Lot 3 will be almost entirely situated within the potential flood hazard area. This allotment should not be approved as any future resident may be subject to flood risk.	Noted – Council officers have recommended that the application be approved in part only, allowing the creation of only 4 lots. Proposed Lots 1, 2 and 3 will be amalgamated to form a single allotment.
Access to proposed Lots 2 and 3 via Oak Forest will be unsafe, particularly considering the poor sight distances and afternoon sun that affects drivers travelling in a westerly direction.	Noted – Council officers have recommended that the application be approved in part only, allowing the creation of only 4 lots. Proposed Lots 1, 2 and 3 will be amalgamated to form a single allotment.
Overland stormwater flow between Lots 1, 2 and 3 will detrimentally impact on residents of Lots 2 and 3.	Noted – Council officers have recommended that the application be approved in part only, allowing the creation of only 4 lots. Proposed Lots 1, 2 and 3 will be amalgamated to form a single allotment.
Cain Creek is mapped as a “stream order 2” watercourse in the Planning Scheme. A “Cain Creek Reserve” should be established along the riparian environment to help ensure water quality and vegetation is protected. This reserve should be established under environmental covenant or as a separate allotment and zoned Conservation.	Appropriate conditions have been included in the recommendation to ensure the Cain Creek environment is maintained and protected. The development, once complete, will essentially mimic the lot configuration on the western side of Cain Creek. Council officers consider it unreasonable to require the establishment of an environmental covenant or the creation of a separate conservation allotment over the Cain Creek riparian area.
The site is situated within the Rural residential “2 hectare precinct”. The site should not be subdivided into anymore than 3 Lots in order to comply with the precinct intent.	Noted – Council officers have recommended that the application be approved in part only, allowing the creation of only 4 lots. Proposed Lots 1, 2 and 3 will be amalgamated to form a single allotment. The 4 approved lots will achieve an average lot size of 1.99 hectares between them. Although some lots are smaller, no

	lot will be smaller than 1.5 hectares which is generally consistent with existing lots in the surrounding rural residential area.
All lots should be accessed via Barnwell Road and not Oak Forest Road.	Noted – This will be achieved.
Lots 1, 2 and 3 are within the mapped bushfire hazard area (buffer).	Noted – Council officers have recommended that the application be approved in part only, allowing the creation of only 4 lots. Proposed Lots 1, 2 and 3 will be amalgamated to form a single allotment which contains an existing dwelling, therefore there will not be any change to the number of dwellings situated in the bushfire hazard area.
The small residential lots located to the north-east of the site along Myola Road and Scrub Street should not be used as precedent to approve smaller proposed Lots 1, 2 and 3.	Noted - Council officers have recommended that the application be approved in part only, allowing the creation of only 4 lots. Proposed Lots 1, 2 and 3 will be amalgamated to form a single allotment.
Proposed Lots 1, 2 and 3 essentially fall within the Rural residential “4,000m ² precinct” these lots do not have access to town water and should not be created.	Noted - Council officers have recommended that the application be approved in part only, allowing the creation of only 4 lots. Proposed Lots 1, 2 and 3 will be amalgamated to form a single allotment.
The application does not include a stormwater quality management plan required for any development on land greater than 2,500m ² or that would result in the creation of 5 or more lots or 5 or more dwellings.	Council officers do not believe that a stormwater management plan or a stormwater quality management plan are warranted in this instance given the type and scale of development recommended for approval (4 lots only) as well as the topography of the site which each lot draining naturally into Cain Creek to the west of the building envelope areas.
How will access to the lots be satisfied from Barnwell Road and Oak Forest Road.	Each lot will be provided with an access from Barnwell Road which complies with the standards set out in the FNQROC Development manual.
For lots less than 1 hectare in size, pedestrian infrastructure should be installed as per the code requirements. If Council was to approve Lots 1, 2 and 3 then pedestrian footpath infrastructure should be installed.	Council officers have recommended that the application be approved in part only, allowing the creation of only 4 lots. Proposed Lots 1, 2 and 3 will be amalgamated to form a single allotment. Pedestrian footpath infrastructure is not considered necessary in this instance.
The application suggests that reticulated town water and sewer “may” be available to the development – this is misleading and incorrect. All new lots will need to be provided with adequate water supply and on-site wastewater disposal.	Noted – This infrastructure is not available at this location. The sewer infrastructure located adjacent the site is a pressurised rising main that is not intended to be utilised to service rural residential development, particularly when on-site wastewater disposal is adequate and achievable. Town water is not available, nor is it feasible to extend town water to service the site.
2 individual submissions voiced their support for the proposed 6 lot reconfiguration.	Noted – The application has been recommended or approval in part.
The application is inconsistent with the FNQ Regional Plan which places the Myola Valley in the Regional Landscape and Rural Production Area (RLRPA). The Regional Plan protects these areas from encroachment by inappropriate development, particularly urban and rural residential development.	The current Mareeba Shire Council Planning Scheme appropriately integrates the FNQ Regional Plan. As discussed in the body of the report, despite the site not being situated within a subdivision precinct, sufficient planning grounds exist to at least allow the site to developed into 4 rural residential allotments averaging 1.99 hectares in size. This outcome represents sensible infill development consistent with the communities’ expectations for the allotment and consistent with those land uses and lot sizes immediately surrounding the land.
The FNQ Regional Plan Regulatory Provisions restrict further fragmentation of land holdings	The FNQ Regional Plan Regulatory Provisions have been repealed and no longer need to be considered.

<p>and expansion of rural residential development in the RLRPA.</p>	<p>The current Mareeba Shire Council Planning Scheme appropriately integrates the FNQ Regional Plan. As discussed in the body of the report, despite the site not being situated within a subdivision precinct, sufficient planning grounds exist to at least allow the site to developed into 4 rural residential allotments averaging 1.99 hectares in size. This outcome represents sensible infill development consistent with the communities’ expectations for the allotment and consistent with those land uses and lot sizes immediately surrounding the land.</p>
<p>The site is part of an essential wildlife habitat for endangered species such as the Kuranda Tree Frog and Myola Tree Frog. These species are predominately found in the tributaries and creeks flowing to and from the Barron River like Cain Creek which spans the western boundary of the site.</p>	<p>Appropriate conditions have been included to help protect the Cain Creek riparian environment. The applicants/developers are required to ensure the development does not require referral under the EPBC Act.</p>
<p>Although most of the site is cleared, some native vegetation is still present and will be required to be cleared to carry out the subdivision.</p>	<p>Council officers do not believe that any mapped significant native vegetation, or any vegetation for that matter will be required to be cleared to complete the development.</p>
<p>Upgrades will be required to service infrastructure in the area to service the development</p>	<p>Noted – This has been appropriately conditioned.</p>
<p>The application does not comply with the Planning Schemes Strategic Framework.</p>	<p>Council officers’ assessment of the relevant sections of the Strategic Framework is included in the body of this report.</p>
<p>The application may have triggered referral to SARA for vegetation clearing matters.</p>	<p>The application did not require referral to SARA.</p>
<p>The planning consultant’s recommendation is biased and should be disregarded. The application did not include a full assessment against all relevant codes and sections of the Planning Scheme.</p>	<p>Council officers have undertaken an independent assessment of the application against all relevant section of the Planning Scheme to formulate the recommendation.</p>
<p>Approval of the application will increase the number of vehicle movements experienced on both Myola Road and Oak Forest Road as well as the Kuranda Range Road.</p>	<p>The recommendation is that the application be approved in part only, creating only 3 additional lots which would equate to an average of 30 additional vehicle movements per day on the surrounding road network (10 vehicle movements per allotment). This increase in vehicle movements is negligible.</p>
<p>The provision of additional water bores will place an unacceptable load on local aquifers, impacting on the provision of water supplies to both existing users and new installations alike.</p>	<p>Proposed Lot 4 will contain the sites 2 existing bores. So, there may be an additional 3 bores installed to service Lots 5, 6 and amalgamated lots 1, 2 and 3. The provision of 3 additional bores in such close proximity to the Barron River is not likely to significantly impact on local aquifers.</p>

Submitters

Name of Principal submitter	Address
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3. Sarah Gibson	sarahgibson@y7mail.com
4. Shannon Clarke	Shannon.clarke104@gmail.com
5. Cathy Retter on behalf of Kuranda Envirocare and Friends of the Kuranda Tree Frog	Cathy.retter.kuranda@gmail.com info@envirocare.org.au
6. Robert Edwards & Nicola Gibbon	jandkedwards@bigpond.com
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11. John and Kathryn Edwards	Jandkedwards@bigpond.com
12. Kiera Sheppard	Kiera.sheppard@hotmail.com
13. Olav Groot	65 Barwell Road, Kuranda QLD 4881
14. Sarah Arrowsmith	11 Fairyland Road, Kuranda QLD 4881
15. John Dyer	23 Monaro Close, Kuranda QLD 4881
16. Brian & Bronwyn Parker	11 Monaro Close, Kuranda QLD 4881
17. Jo Martin for Kuranda Regional Planning Group	info@kurandaregion.org

PLANNING DISCUSSION

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

Reconfiguring a Lot Code**PO1**

Lots include an area and frontage that:

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

AO1.1

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

Comment

Table 9.4.4.3B does not nominate a minimum area and frontage for rural residential allotments that are located outside a precinct.

Assessment is therefore necessary against PO1 and the criteria it nominates:

- (a) Proposed lots 4, 5 and 6 will be generally consistent in design with surrounding rural residential allotments. Proposed Lots 1, 2 and 3 with areas of 7,500m², 7,000m² and 8,052m² respectively are inconsistent in design.
- (b) Proposed Lots 4, 5 and 6 will allow the desired amenity of the zone to be achieved which is characterised by larger lifestyle allotments averaging 2 hectares in size that can contain semi-rural activity such as fruit tree orchards and small scale livestock grazing and animal keeping (pet horses/cattle). Lots 1, 2 and 3 will not allow this desired level of amenity to be achieved.
- (c) All 6 proposed lots are of an adequate size and shape to allow for future residential activity. There may be some issues with providing uncontaminated bore water supply to Lots 1,2 and 3 due to their size and the separation distances that must be achieved between bores and on-site wastewater disposal systems.
- (d) Both Oak Forest Road and Barnwell Road can provide reasonable vehicle access to all 6 proposed Lots. Some submitters have raised concerns about the safety of proposed Lots 2 and 3 accessing directly from higher order Oak Forest Road.
- (e) The subject land is situated within the centre of a large cluster of 49 rural residential lots. The site is linked to Kuranda's urban centre by a well-constructed road network. Two schools are situated within proximity of the site as well as the public pool.
- (f) Building envelopes will ensure future development on each allotment does not result in any further vegetation clearing. Minimal environmental impact is envisaged.
- (g) The proposed lot layout reasonably responds to the site's constraints with the exception of proposed Lot 3. The majority of proposed Lot 3 is situated within the potential flood hazard area which will hinder the future development of the allotment.

Proposed Lots 4, 5 and 6 are considered to comply with PO1. Proposed Lots 1, 2 and 3 hold significant conflict with some criteria contained within PO1.

It is recommended that the application be approved in part only, authorising the development of the site into 4 lots only (instead of 6), maintaining proposed Lots 4, 5 and 6 in their current proposed configuration but amalgamating proposed Lots 1, 2 and 3 into a single allotment with an area of approx. 2.25 hectares. This will ensure the development of the site is consistent with PO1, achieving an average lot size of 1.99 hectares over the 4 lots.

PO13

New lots are only created in the Rural residential zone where land is located within the 4,000m² precinct, the 1 hectare precinct or the 2 hectare precinct.

AO13

No acceptable outcome is provided.

Comment

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

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

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

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

The proposed development will achieve the efficient use of the land and will be conditioned to provide standard service infrastructure for the size of lots proposed.

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

See comments addressing the Strategic Framework provisions of the Planning Scheme. Proposed Lots 1, 2 and 3 are considered to be in conflict with overall outcome (b). The application is recommended for approval in part only which will ensure the development complies.

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

The ultimate use of each lot is a single dwelling house with the potential for some ancillary domestic outbuildings. Proposed Lot 5 already contains a dwelling house.

All other proposed Lots have sufficient area and dimensions to accommodate a future dwelling house and avoid/protect environmental features. A building envelope is nominated for each lot to ensure future development is appropriately separated from any remaining environmental features.

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

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

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

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

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

The subject site is situated amongst established rural residential allotments and is connected to Kuranda's urban centre by a reasonable constructed road network.

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

The proposed development is in-fill development only and it is not considered necessary to provide parkland stock as part of the development.

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

The subject land is located a short distance from existing parklands and areas of public open space. The subject land also has convenient access to existing local/district parks and facilities found throughout the Kuranda district.

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

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

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

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

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

See comments addressing the Strategic Framework provisions of the Planning Scheme. An approval in part only will ensure the development complies with overall outcome(k).

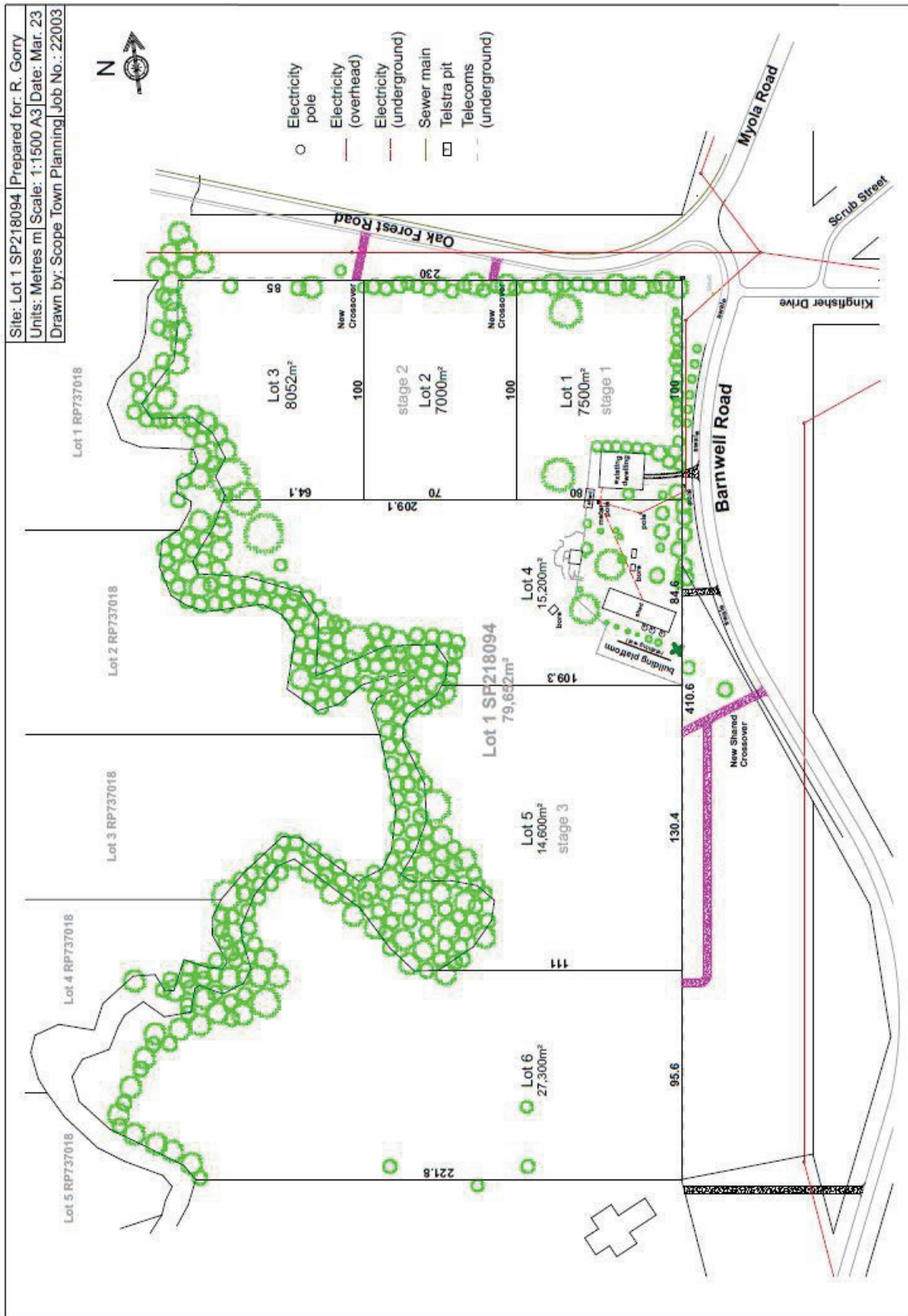


Figure 1: Proposed Site Plan (Scope Town Planning).

Submission

Re: RAL/23/0003

Application for Development Permit for Reconfiguring a Lot Subdivision (1 into 6 Lots)

12 Barnwell Road, Kuranda

Attention: Assessment Manager

Mareeba Shire Council

PO Box 154 Mareeba QLD 4880

Dear Sir/Madam

As a local resident of the immediate area living for almost two decades within metres of the proposed lot reconfiguration I believe any changes to the existing population density and land distribution has the potential to impact on several aspects of the environment and residents in the region. While fully understanding that housing developments are inevitable, sensible planning can reduce the negative impacts.

Firstly to effectively plan to change the existing status quo then what is already existing must be recognised. I refer mostly to the Myola corridor that allows a connection for wildlife between Speewah and Black Mountain. Within this corridor there are creeks that are the last remaining habitat of the critically endangered Myola Tree Frog. Cain Ck is one such creek and forms the boundary of practically all of the proposed development blocks. The ecological importance of this location is recognised by local environment groups and revegetation of the riparian zone and some historically cleared areas have also been revegetated in an attempt to re-establish frog and other wildlife populations.

While residential development is currently existing almost entirely along the western boundary of Cain Ck the blocks are large at around 2 ha each and nutrients associated with animal husbandry and consequential runoff into Cain Ck is negated or filtered fairly well from the long overland flow and low stocking density of any farm or domestic animals.

The subdivision in its proposed configuration of some much smaller lots ie. Lots 1,2 and Lot 3 will create a much larger problem given the potential numbers of animals per area and especially the close proximity of Lot1 to Cain Creek. Contrary to the proponents assertion that animal ownership numbers would be of a similar scale as larger blocks I contend that this is not true in the case of horses with each family group owning likely as many horses as a larger block giving a much higher nutrient concentration per area.

While this development, especially Lots 1 and 2 has a potentially high impact on an emblematic amphibian species these particular blocks risk creating a really serious traffic hazard to users of Oak Forest Road by the proposed establishment of driveway entrances in this section of what is a busy road during peak times. Any resident or user of this road during the months of the year when the westerly sun is directly in the face of drivers heading west will attest to the extreme danger and complete loss of forward vision in these few hundred meters of road. For a temporarily blinded driver to encounter a vehicle entering or exiting either of the two blocks on the fairly steep downhill section mentioned is likely to be the cause of serious accidents. In this potential situation I believe council would be culpable if this hazard was allowed to be created.

On the matter of lot sizes as proposed by the proponent I can accept that there is a very occasional variation in the size of lots in nearby developments. I refer to Lot 10 on Oak Forrest Road and Lot 1 on High Chaparral Rd which would appear possibly smaller than the rest of that subdivision.. Otherwise lot sizes appear consistent across the board and the proposed development needs to maintain this consistency and not be part of some higgledy piggledy arrangement just to maximise the potential windfall to the owner of land-banked land. Of course the area of Myola township should not be considered as any precedent for smaller lot sizes given the historic nature of that subdivision, built to service the railway in an era of steam trains and very little private vehicle ownership condensing the population to within walking distance of the train station, which no longer exists. The township is signed and celebrated as being unique to the area.

Additionally and more importantly the Mareeba Shire Council Planning Scheme-Alignment Amendment 2017 at Section 6.2.10.2 Clause 3(a) clearly states that lots in the 2ha precinct will not be reconfigured below 2ha in size. *This reconfiguration sits squarely within a 2 ha precinct.* Any contention by the proponent that the reconfigured lots are not within a precinct is purely an argument of semantics. While it is true that the area applicable to the D.A. is not identified as part of a “precinct “the equivalent classification by area exists in that the Planning Scheme differentiates between lots of 2 ha or larger, 1ha or larger and lots of 4000 sq. meters in the Rural Residential Zone.

Thank you for reading my submission which contains what I believe to be relevant facts that hopefully lead to a reduction in the number of lots being created by this reconfiguration.

Yours faithfully



Raymond Ganley

Submission

Re: RAL/23/0003

Application for Development Permit for Reconfiguring a Lot Subdivision (1 into 6 Lots)

12 Barnwell Road, Kuranda

Attention: Assessment Manager

Mareeba Shire Council

PO Box 154 Mareeba QLD 4880

Dear Sir/Madam

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Firstly to effectively plan to change the existing status quo then what is already existing must be recognised. I refer mostly to the Myola corridor that allows a connection for wildlife between Speewah and Black Mountain. Within this corridor there are creeks that are the last remaining habitat of the critically endangered Myola Tree Frog. Cain Ck is one such creek and forms the boundary of practically all of the proposed development blocks. The ecological importance of this location is recognised by local environment groups and revegetation of the riparian zone and some historically cleared areas have also been revegetated in an attempt to re-establish frog and other wildlife populations.

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The subdivision in its proposed configuration of some much smaller lots ie. Lots 1,2 and Lot 3 will create a much larger problem given the potential numbers of animals per area and especially the close proximity of Lot3 to Cain Creek. Contrary to the proponents assertion that animal ownership numbers would be of a similar scale as larger blocks I contend that this is not true in the case of horses with each family group owning likely as many horses as a larger block giving a much higher nutrient concentration per area.

While this development, especially Lots 2 and 3 has a potentially high impact on an emblematic amphibian species these particular blocks risk creating a really serious traffic hazard to users of Oak Forest Road by the proposed establishment of driveway entrances in this section of what is a busy road during peak times. Any resident or user of this road during the months of the year when the westerly sun is directly in the face of drivers heading west will attest to the extreme danger and complete loss of forward vision in these few hundred meters of road. For a temporarily blinded driver to encounter a vehicle entering or exiting either of the two blocks on the fairly steep downhill section mentioned is

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On the matter of lot sizes as proposed by the proponent I can accept that there is a very occasional variation in the size of lots in nearby developments. I refer to Lot 10 on Oak Forrest Road and Lot 1 on High Chaparral Rd which would appear possibly smaller than the rest of that subdivision.. Otherwise lot sizes appear consistent across the board and the proposed development needs to maintain this consistency and not be part of some higgledy piggedly arrangement just to maximise the potential windfall to the owner of land-banked land. Of course the area of Myola township should not be considered as any precedent for smaller lot sizes given the historic nature of that subdivision, built to service the railway in an era of steam trains and very little private vehicle ownership condensing the population to within walking distance of the train station, which no longer exists. The township is signed and celebrated as being unique to the area.

Additionally and more importantly the Mareeba Shire Council Planning Scheme- Alignment Amendment 2017 at Section 6.2.10.2 Clause 3(a) clearly states that lots in the 2ha precinct will not be reconfigured below 2ha in size. *This reconfiguration sits squarely within a 2 ha precinct.* Any contention by the proponent that the reconfigured lots are not within a precinct is purely an argument of semantics. While it is true that the area applicable to the D.A. is not identified as part of a “precinct “the equivalent classification by area exists in that the Planning Scheme differentiates between lots of 2 ha or larger, 1ha or larger and lots of 4000 sq. meters in the Rural Residential Zone.

Thank you for reading my submission which contains what I believe to be relevant facts that hopefully lead to a reduction in the number of lots being created by this reconfiguration.

Yours faithfully



Raymond Ganley

From: "L S" <lucan.sinclair@gmail.com>
Sent: Wed, 24 May 2023 14:22:07 +1000
To: "Info" <info@msc.qld.gov.au>
Subject: Submission on the Gorry block subdivision (1 lot into 6) - cnr of Barnwell and Oakforest / Myola Road -
Attachments: 2023 05 Gorry subdivision KDPG-12-Barnwell-Road-Subdivision.pdf
Categories: Added to ECM

To Assessment manager, Mareeba Shire council

As of right this property is within the MSC Planning scheme Precinct C and as such the subdivision should only be allowed to divide into 3 lots .

This property is not within the Myola settlement plan and so all lots for precinct C should be 2 Ha or more.

For 4 lots one would need 8 Ha which is smaller than this block allows. However we concede that there is sufficient road frontage on Barnwell road for 4 lots to be established.

Access onto Barnwell road for the proposed Lots 2 and 3 would create negative and unsafe traffic conditions as there is poor visibility on this section of Oakforest road.

In addition, the overland flow of water from proposed Lot 1 across Lots 2 and 3 would introduce neighbour issues with the downslope neighbours with uncontrolled storm water runoff . Proposed Lot 3 would also be 75% in the flood overlay zone with little usable land for buildings, especially considering a 25m environmental buffer to the creek (see below).

In concession for approving 4 lots instead of 3 , we urge council to establish a 25m environmental reserve as per the buffer requirements in the Planning scheme tables for order 2 stream frontage, measured from the creek high bank, and secured with a council covenant and with a third party organisation as co-signatory such as the Wet Tropics Management Authority (to be negotiated).

Over 8000 trees have been planted on Cain creek in a revegetation effort and we would be able to successfully gain funds to fence and revegetate this council reserve.

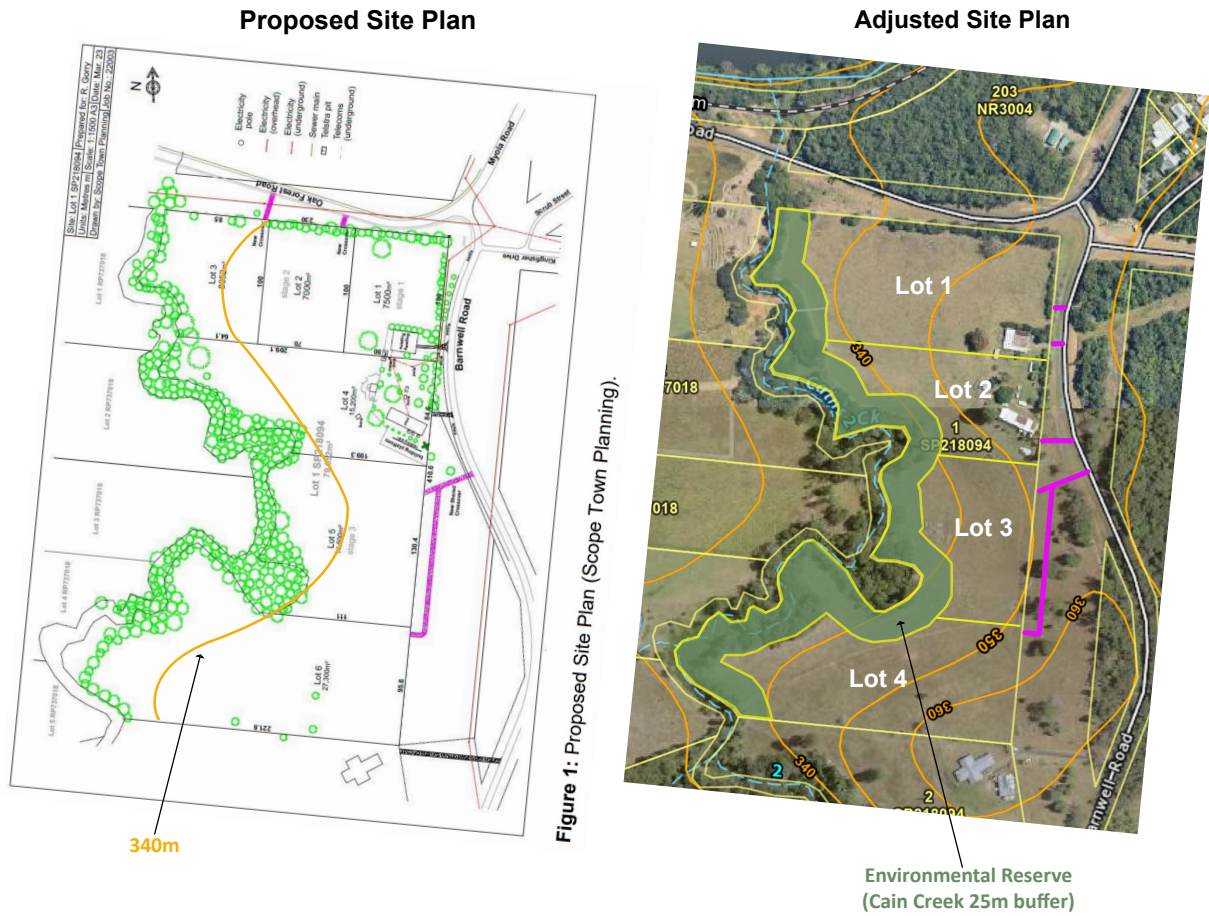
The environmental buffer on this creek is 25m due to the stream at this point being order 2. The purpose of the environmental buffer revegetation is to connect the upstream small population of Kuranda tree frog with the Barron River population. All other willdlife such as Southern cassowary would be able to use this corridor. This type of connection has been successfully achieved on Owen creek in the past 30 years as the Kuranda Tree frog has established small populations all along Owen creek from the mouth for 1 km upstream as per Dr Conrad Hoskins Kuranda frog range survey 2018. (part of the report within the Kur World EIS documentation).

Work is underway with QRail on long term solutions for the railway bridge corridor section on Cain creek and the revegetation there in the next few years will connect to plantings already establishing since 2020.

Sincerely,

Lucan Sinclair

22003 – ROL – 12 Barnwell Road, Kuranda Qld. 4881



Item	Note	Solution
Planning Scheme	Rural Residential C - 2 Hectare Precinct	Reduce to 4 lots for Precinct C
Settlement Pattern	Lot 1, 2, 3 are not within the settlement pattern size, eg. adjoining Monaro, High Chapparral	Reduce to 4 lots for Precinct C
Threatened Species Habitat Protections and Local Corridors	Cains (Cairns) Creek, Stream Order 2 (Table 8.2.4.3B - Setback and buffer distances from waterways)	Vegetation buffered from high bank to 25m, Cain Creek and buffer retained as "Environmental Reserve" not sold as Freehold
New driveways on Myola Road	Main commuter road access for residents in Myola, Mantaka, Kowrova, Green Forest, Oak Forest, Russett Park, Mona Mona	No new driveways on Myola Road. All access to new lots from Barnwell Road only.
340m contour (flood) line	Land below 340m not suitable for structures or permanent use, proposed Lot 1 is 75% underwater.	Reduce to 4 lots for Precinct C
'Bushfire hazard area' and 'Potential impact buffer (100 metres)'	Proposed smaller Lots 1,2,3 are wholly inside the potential impact buffer.	No new lots / dwellings should be allowed in the hazard area.

From: "Sarah Gibson" <sarahgibson@y7mail.com>
Sent: Wed, 24 May 2023 14:05:25 +1000
To: "Info" <info@msc.qld.gov.au>
Subject: Submission for ROL 12 Barnwell and Oakforest / Myola Road - 1 lot into 6
Attachments: 2023 05 Gorry subdivision KDPG-12-Barnwell-Road-Subdivision.pdf
Categories: Added to ECM

To Mareeba Shire Council

As of right this property is within the MSC Planning scheme Precinct C and as such the subdivision should only be allowed to divide into 3 lots .

This property is not within the Myola settlement plan and so all lots for precinct C should be 2Ha or more.

For 4 lots one would need 8 Ha and this block is less than 7.5 Ha. However we concede that there is sufficient road frontage on Barnwell road for 4 lots to be established.

Proposed access onto Barwell road for the proposed Lot 2 and 3 would create negative traffic conditions as there is poor visibility on this section of Oakforest road.

The overland flow of water from proposed lot 1 across lots 2 and 3 would introduce neighbour issues with the downslope neighbours with uncontrolled storm water runoff . Also proposed lot 3 would be 75% in the flood overlay zone with little usable land for buildings, especially considering a 25m environmental buffer to the creek (see below).

In concession for approving 4 lots instead of 3 , we urge council to establish a 25m environment reserve as per the buffer requirements in the Planning scheme tables for order 2 stream frontage, measured from the creek high bank, and secured with a council covenant and with a third party organisation as co-signatory such as WTMA (to be negotiated).

Kuranda Envirocare has been revegetating on Cain creek (8000 plus trees to date and we would be able to successfully gain funds to fence and revegetate this council reserve.

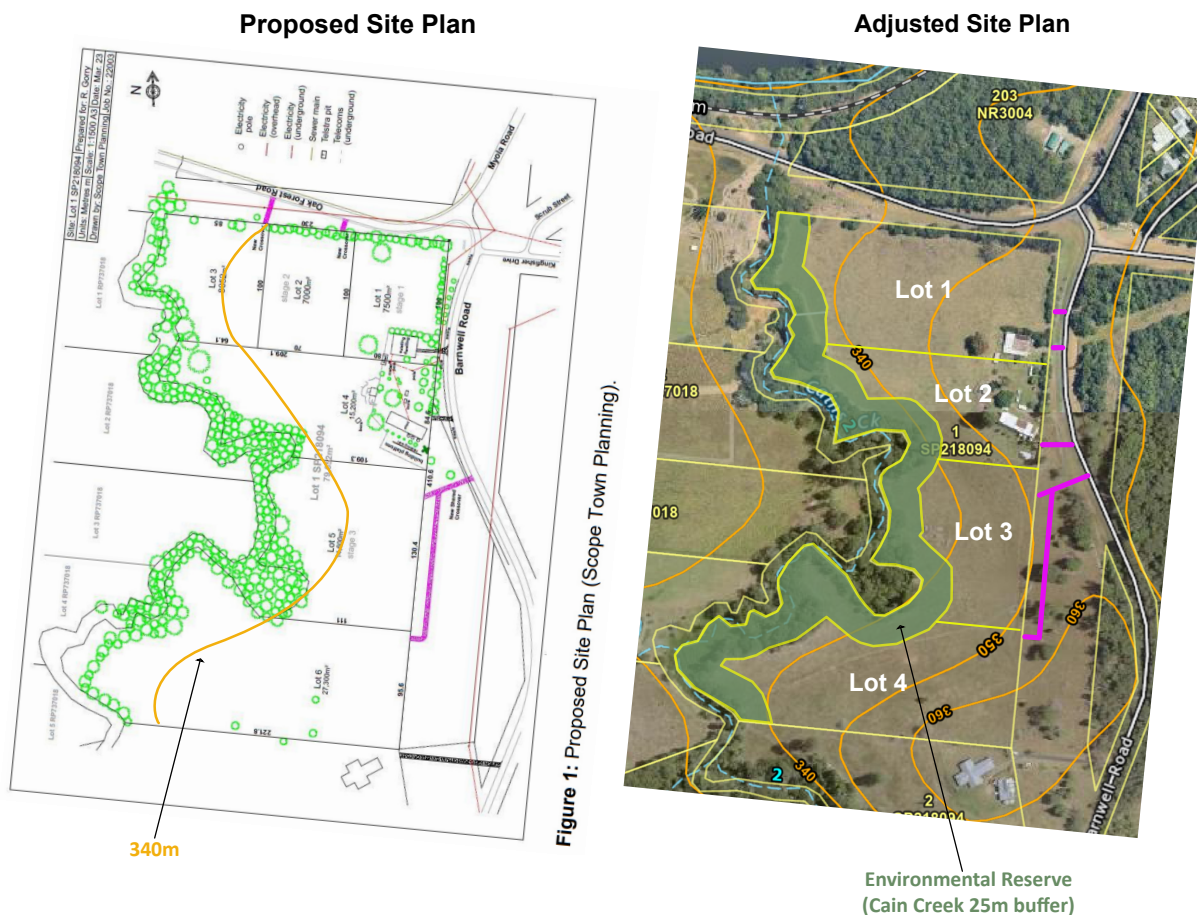
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Kuranda Envirocare is currently working with QRail on long term solutions for the railway bridge corridor section on Cain creek and the revegetation there in the next few years will connect to plantings already establishing since 2020.

Kind regards
Sarah Gibson

Document Set ID: 4222756
Version: 1, Version Date: 24/05/2023

22003 – ROL – 12 Barnwell Road, Kuranda Qld. 4881



Item	Note	Solution
Planning Scheme	Rural Residential C - 2 Hectare Precinct	Reduce to 4 lots for Precinct C
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From: "Shannon Clarke" <shannon.clarke104@gmail.com>
Sent: Wed, 24 May 2023 15:52:48 +1000
To: "Info" <info@msc.qld.gov.au>
Subject: Submission for ROL 12 Barnwell and Oakforest / Myola Road - 1 lot into 6
Attachments: 2023 05 Gorry subdivision KDPG-12-Barnwell-Road-Subdivision.pdf
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Kind regards
Shannon Clarke

22003 – ROL – 12 Barnwell Road, Kuranda Qld. 4881

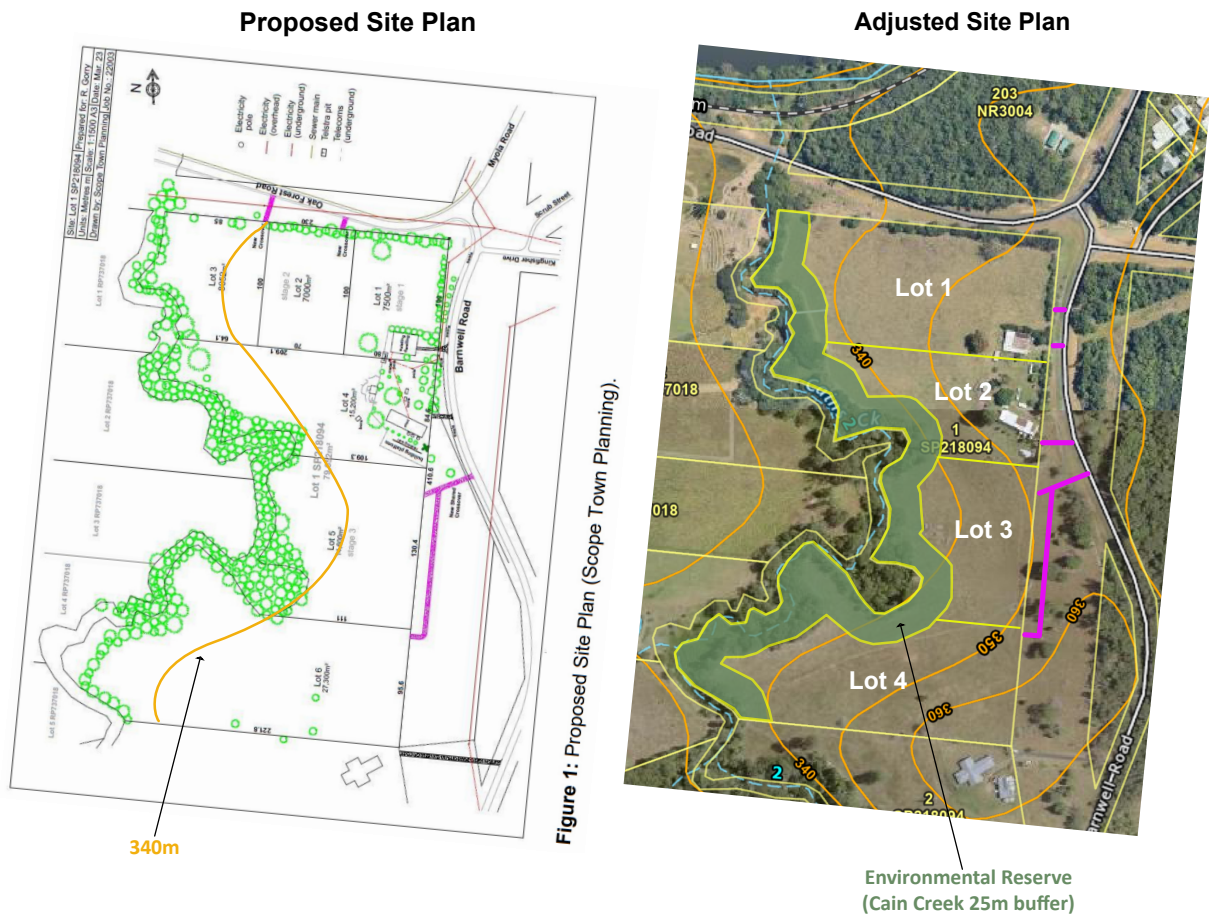


Figure 1: Proposed Site Plan (Scope Town Planning).

Item	Note	Solution
Planning Scheme	Rural Residential C - 2 Hectare Precinct	Reduce to 4 lots for Precinct C
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PO Box 494 Kuranda 4881 Phone: 07 4093 8989 (nursery)
 0419 624 940 (Cathy)
 Email: info@envirocare.org.au Web Site: www.envirocare.org.au

**Regarding Submission re RAL23003
 Application for Development Permit for Reconfigure a lot (1 lot to 6 lots)
 12 Barnwell Road - Lot 1 SP 218094**

To the Assessment Manager:

About the submitter:

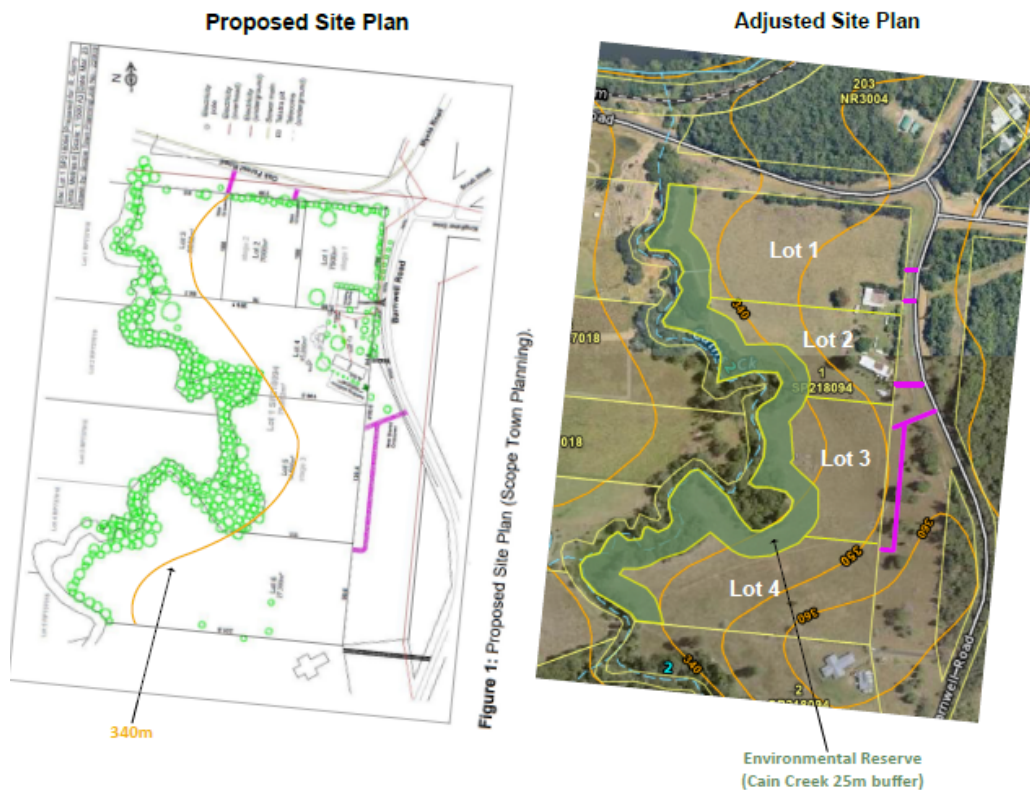
Kuranda Envirocare has been a landcare group in the Kuranda region since 1994. We seek to repair and conserve biodiversity in our area. This involves advocacy for biodiversity and the environment in general. Besides planning trees in order to increase habitat and habitat linkages, this entails ensuring that vital habitat for threatened species is preserved and extended as adequately as possible. We review Development applications during periods of public submissions and often make submissions on behalf of the threatened and endangered flora and fauna in our area since they cannot advocate for themselves. Changes to the Planning processes and especially to the process for assessing Development applications is of vital interest in our advocacy role.

We note in particular that the matters of local environmental significance overlay - which was agreed by council around 2018 and drafted around 2019 - has not been put forward for public submission and inclusion in the Planning scheme, despite several requests from various Kuranda environment groups and several amendment cycles to the MSC Planning scheme 2016. Those local matters amendments do have relevance for this application.

Summary of issues in the DA :-

Item	Note	Solution
Planning Scheme	Rural Residential C - 2 Hectare Precinct	Reduce to 4 lots for Precinct C
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The significance of this Cain Creek area



The significance of this Cain Creek area

Kuranda Envirocare has been receiving grants for the rehabilitation of the creek line and buffers on Cain Creek since 2020, through the Queensland Government Community Sustainability Action Program. This Cain Creek has been degraded due to clearing of vegetation right to the creek side during the 1960s and 1970s while being used as cattle property. This also occurred on Owen Creek prior to the subdivision of Monaro Close and High Chapparral. When subdivisions on Owen and Cain Creeks occurred in the late 1970s and early 80s, the creek line from low bank was excluded from the freehold titles at that time and the ownership vested in DNR with management oversight by local council.

The critically endangered Kuranda tree frog is present at the Cain Creek mouth to the Barron and there is a small population of Kuranda tree frog in the Barnwell road reserve and treed area in the two adjoining properties upstream, namely Lot 16 SP304952 and Lot 17 SP296830.

Our grant funded restoration works have included weeding and replanting the riparian and creek buffers to create a wildlife corridor for the Kuranda

tree frog to connect the Barron river population with the upper Cain Creek population and for travel by other keystone species such as the Southern cassowary, connecting across the landscape. To date we have planted over 8,000 trees on this creek on 3 private properties which adjoin the creek. We are also working with Queensland Rail during their replacement of the wooden railway bridge piers; future revegetation under the railway bridge corridor will allow immediate connection to our upstream plantings. QRail have recognised the corporate risk associated with inaction or negative actions regarding connectivity improvement for this critically endangered species.

Detail of issues with the DA regarding the MSC Planning scheme

As of right this property is within the MSC Planning Scheme Precinct C and as such the subdivision should only be allowed to divide into three lots.

This property is not within the Myola settlement plan and so all lots for precinct C should be 2Ha or more.

For four lots, one would need 8 Ha and this block is less that, at 7.5 Ha. However, we concede that there is sufficient road frontage on Barnwell Road for four lots to be established.

Proposed access onto Barnwell Road for the proposed Lot 2 and 3 would create negative traffic conditions as there is poor visibility on this section of Oakforest Road.

The overland flow of water from proposed Lot 1 across Lots 2 and 3 would introduce neighbour issues with the downslope neighbours with uncontrolled storm water runoff. Also proposed Lot 3 would be 75% in the flood overlay zone with little usable land for buildings, especially considering a 25m environmental buffer to the creek (see below).

In concession for approving four lots instead of three, we urge council to establish a 25m environment reserve as per the buffer requirements in the Planning scheme tables for order 2 stream frontage, measured from the creek high bank, and secured with a council covenant and with a third party organisation as co-signatory such as WTMA (to be negotiated).

We have been revegetating on Cain Creek (more than 8,000 trees to date) and we would be able to successfully gain funds to fence and revegetate this council reserve.

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We are currently working with QRail on long term solutions for the railway bridge corridor section on Cain Creek and the revegetation there in the next few years will connect to plantings already establishing since 2020.

Conclusion

We therefore urge council to only approve this application with conditions as outlined above, keeping within the current Planning Scheme.

I make this submission on behalf of Kuranda Envirocare

Yours respectfully,

A handwritten signature in black ink, appearing to read "C. E. Letto". The signature is written in a cursive style with a large, sweeping flourish at the end.

Signed on behalf of Kuranda Envirocare

SUBMISSION – from R. Edwards and No. Gibbon

RE IMPACT ASSESSABLE RAL230003

A REVIEW OF MSCPS 2016 – and our comments in red form our submission re RAL230003

6.2.10 RURAL RESIDENTIAL ZONE CODE

6.2.10.2 purpose

1) The purpose of the Rural residential zone code is to provide for residential development on large lots where local government infrastructure and services may not be provided on the basis that the intensity of development is generally dispersed.

(2) Mareeba Shire Council's purpose of the Rural residential zone code is to provide for residential development on a range of larger lots which take account of the history of rural residential development throughout the region.

(3) The Rural residential zone has been broken into three precincts to cater for the distinct lot sizes and levels of servicing that historically occurred in this zone:

(a) The 2 hectare precinct

.....is characterised by significant clusters of larger rural residential lifestyle lots that have limited infrastructure and proximity to services. Lots within this precinct will not be reconfigured below 2 hectares in size;

Proposed RAL230003 should reflect the same character and rural lifestyle of the established rural residential lots opposite the proposed lots on Cain Creek. Lots in Myola township and Scrub Street do not reflect the character of rural residential i.e. rural lifestyle, rural amenity, scenic values etc. These lots are urban in their size and activity.

(b) The 1 hectare precinct

.....is characterised by significant clusters of rural residential lifestyle lots that have limited access to infrastructure and proximity to services. Lots within this precinct will not be reconfigured below 1 hectare in size; and

(c) The 4,000sm precinct

.....is characterised by clusters of smaller rural residential lots in proximity to activity centres, where reticulated water supply and an urban standard of infrastructure (apart from sewerage) can be provided. Lots within this precinct will not be reconfigured below 4,000sm.

Proposed RAL230003 – Lots 1, 2 & 3 are sized at <10,000sm (1ha) and subsequently fall within this 4,000sm precinct. Urban standards of infrastructure are not currently provided in the adjacent Myola township area, eg. Footpaths, parks, reticulated water, sewerage with the Myola township and Scrub Street allotments being very old subdivision areas. They have no relationship to the current requirements of rural residential subdivision as described by MSCPS 2016.

A REVIEW OF MSCPS 2016 SECTIONS BELOW

PROVIDE SUPPORT FOR LOTS IN THE 2HA RANGE (MINIMUM) AND DOES NOT SUPPORT LOTS <2HA.

6.2.10 RURAL RESIDENTIAL ZONE CODE

6.2.10.2 purpose

(4) The purpose of the (Rural Residential Zone) code will be achieved through the following overall outcomes:

(a) The development of large rural residential lots with attendant provision of onsite infrastructure is facilitated;

(b) Development within the zone preserves the environmental and topographical features of the land by integrating an appropriate scale of rural residential activities;

Proposed RAL230003 – Lots 1,2, & 3 are not consistent with 2ha rural residential lots adjacent across Cain Creek. Lots 1,2 & 3 should be increased in size to be a minimum of 2ha.

(c) Development avoids areas of ecological significance;

Proposed RAL230003 – Lots 1,2, & 3 increase the development density in an area of ecological significance, i.e. kuranda tree frog and Fairyland Environmental Corridor.

(d) Low-impact activities such as small-scale eco-tourism and outdoor recreation uses are permitted within the zone where the impacts of such uses are acceptable;

Proposed RAL230003 – The applicant excludes tourism and recreation from the application but does not address other significant concerns in MSCPS 2016 for the rural residential zone code. This seems to be unnecessary inclusion.

(e) Natural features such as creeks, gullies, waterways, wetlands and vegetation and bushland are retained, enhanced and buffered from the impacts of development, with unavoidable impacts minimised through location, design, operation and management requirements;

Proposed RAL230003 – The smaller sized lots in this submission are rejected because inadequate 'buffers' have been included to avoid septic wastewater impacts to Cain Creek. The proposed Lots 1, 2 & 3 will increase impacts by 3 times compared to the impacts from the surrounding 2ha lots.

(g) Reconfiguring a lot will maintain the predominant lot size of the precinct or intended for the precinct;

The predominate lot size of the lots in the adjacent precinct across Cain Creek is 2ha. Lots 1,2, & 3 are too small to satisfy the established rural lifestyle of existing lot sizes in the area

(h) Reconfiguring a lot involving the creation of new lots is not undertaken external to a precinct in the Rural residential zone in consideration of the inherent environmental, and/or physical infrastructure and/or social infrastructure constraints of Rural residential zoned land outside of identified precincts

The above MSCPS 2016 clause rejects lots <2ha because the surrounding precinct is an established >2ha area. Further subdivision in this area should be a minimum of 2ha.

A REVIEW OF MSCPS 2016 SECTIONS STATE REQUIREMENTS FOR LOTS >2,500SM**9.4.5.3 Criteria for assessment****Table 9.4.5.3 - Works, services and infrastructure code – For accepted development subject to requirements and assessable development**

AO10.2

For development on land greater than 2,500m² or that result in more than 5 lots or more than 5 dwellings or accommodation units, a Stormwater Quality Management Plan and Report prepared and certified by a suitably qualified design engineer (RPEQ) is prepared.

Reference to a stormwater quality management plan and report has not been included in the Planner's Report. The code requires this to be included as a condition of any approval.

PO14

Access to the premises (including driveways and paths) does not have an adverse impact on:

(a) safety

Oak Forest Road is a major local road. Access from Lots 2 & 3 on to Oak Forest Rd occurs midway down an incline and after a curve around a bend near Barnwell Rd corner.

In winter, this section of road is very hazardous due to the setting sun. There is little to no visibility on this section of road between 4 and 5.30pm, which is one of the busiest parts of the day.

Driveway access (in or out) on to Oak Forest Road would present a major safety issue.

(b) be contained within the premises and not the road reserve

Access to the 6 proposed lots appears to be via road reserve along both Barnwell Road and Oak Forest Road. How will access to the lots be satisfied in this instance?

Please accept this as our submission to this impact assessable development.

With regards,

Robert Edwards and Nicola Gibbon

28 Monaro Close

Kuranda Qld 4881

c/- email: jandkedwards@bigpond.com

Date: 17 May 2023

SUBMISSION RE IMPACT ASSESSABLE DEVELOPMENT APPLICATION TO MSC

REFERENCE: RAL230003 AT Lot 1 on SP218094, 12 BARNWELL ROAD, KURANDA.

This submission asks that Council **not** approve Lots 1, 2 and 3 of this DA and limit the lot reconfiguration to a total of 4 lots < 2ha in size.

We believe that the amenity and lifestyle of the current rural residential lots will be adversely impacted by this increased density. The current lot sizes are supported by the MSCPS 2016 and should not be changed.

Approval of 4 lots with access onto Barnwell Road, a minor rural road, would be a safer option than access onto Oak Forest Road. Conditions on any DA approval for Lots 2 & 3 would require walkable access to join existing walkable access at the intersection of Barnwell/Myola & Oak Forest Roads Scrub in Myola township.

Our comments re Planning Application information provided by Scope Town Planning on behalf of Roy Gorry (Part 2, New DA)

	Comment re MSC Planning Scheme
1	<p>Application Summary p.3 Applicable Planning Codes 6.2.10 Rural Residential Zone Code</p> <p>The proposed lot to be subdivided is zoned rural residential and is not in a precinct A (<2ha), B (<1ha) or C (4,000sm). However, once the lot is reconfigured via this DA, precincts will be determined.</p> <p>Lots adjoining and adjacent to the proposed subd. are all zoned Precinct A (2 ha) and have a density consistent with the lifestyle amenity expected in this zone.</p> <p>The application includes 3 lots which are less than the requirement for both Precincts A & B with the 3 lots 20% less in size than any surrounding lots.</p> <p>The application suggests that the very old Myola township lots and lots in Scrub Street set a precedent for smaller lot development. This is not realistic with the current MSCPS 2016. If precedent was established, lots in Precincts A & B in Kingfisher Drive and Leila’s Way were further subdivided, it would destroy the well-established rural lifestyle amenity of a large area in Myola.</p> <p>This submission rejects the assumption of precedent and asks that all lots in the proposed subdivision be more than 2ha as per the current MSC Planning Scheme 2016 requirements.</p>
2	<p>Application Summary p.3 Applicable Planning Codes 8.2.4 Environmental Significance Overlay Code</p> <p>Cain Creek forms the western boundary of the land to be subdivided. The area has significant environmental importance and lots 1,2 & 3 will create unacceptable increased density in the area close to the mouth of Cain Creek and the Barron River. For example: increased noise from vehicles and domestic animals.</p> <p>It is also noted that Kuranda Envirocare have recently planted along Cain Creek and the proposed frontages of Lots 2 & 3 in recognition of the environmental significance of this area.</p>
3	<p>Application Summary p.3 Applicable Planning Codes 8.2.6 Flood Hazard Overlay Code</p> <p>Cain Creek floods. The known flood height can be measured to the base of the iron railway tracks adjacent to lot 3. Much of the land in lot 3 will flood and there may be</p>

Document Set ID: 4218636
 Version: 1, Version Date: 10/05/2023

	access issues to the lot and environmental damage to the creek from overland waterflow with any increased density of development.
4	<p>Application Summary p.3 Applicable Planning Codes Parking and Access Code Driveway infrastructure for Lots 2 & 3 will access Oak Forest Road on a downhill curve to the dip in the road over Cain Creek. In addition, Oak Forest Road is classified as a major rural road with a high traffic count. These driveway accesses may create traffic safety issues, but traffic safety has been omitted from the planner’s report.</p>
5	<p>Application Summary p.3 Applicable Planning Codes Parking and Access Code For smaller lot sizes @ < 1ha some pedestrian infrastructure is expected. No pedestrian access has been allocated along Oak Forest Rd with walking available only on the edge of this busy sealed road. The road verges have high grass and are not walkable. School bus access will be unsafe. Walking access was a major public complaint issue for Council when the Myola/Oak Forest Rd was resealed about 7 years ago because Council’s design used the walking access area for road widening in front of the Myola township. If Council approves Lots 1, 2 & 3, then connective infrastructure to join the Myola walking access is a necessary safer issue. This walking access is also in place in front of 279 Myola Rd, which is also a lot <1ha.</p>
6	<p>Application Summary p.3 Applicable Planning Codes Works, Services and Infrastructure Code The application suggests that reticulated sewerage and water connections ‘may’ be available (p.12 Part 2). This is incorrect and misleading. Whilst this DA is not for building, the lots are intended for rural residential living. Lot 3 has flood hazard issues from Cain Creek at its western boundary. Any bore location would need to be safe from flood. Lot 2 has no access to a water supply at Cain Creek. Building certification issues may arise with the required minimum building code distances between the locations of bore water and septic trenches.</p>

Signed by: _____

Name: Laurie Moller

Address: 29 Monaro Close, Kuranda. Qld. 4881.

Email: [c/- jandkedwards@bigpond.com](mailto:jandkedwards@bigpond.com)

From: "Margaret Genever" <kurandaconservation@hotmail.com>
Sent: Sun, 21 May 2023 17:50:06 +1000
To: "Info" <info@msc.qld.gov.au>
Subject: SUBMISSION RE IMPACT ASSESSABLE DEVELOPMENT APPLICATION RAL230003, Lot 1 on SP218094, 12 BARNWELL ROAD, KURANDA.
Attachments: 12 Barnwell Road subdiv to 6 lots May23.docx
Categories: Added to ECM

Please find attached Kuranda Conservation's submission re 12 Barnwell Road proposed subdivision.



KURANDA
conservation
COMMUNITY NURSERY Inc

- 1 Pademelon Lane, Kuranda Qld 4881
- Phone: (07) 4093 8834
- email: kurandaconservation@hotmail.com
- ABN: 87 584 487 289
- www.kurandaconservation.org

Donations \$2 and over to our Gift Fund are tax deductible and fund our program to preserve the Cassowary

1 Pademelon Lane, Kuranda, Queensland, Australia Q4881 +61 7 40938834

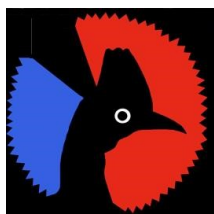
<http://www.kurandaconservation.org>

Donations \$2 and over to our Gift Fund are tax deductible and fund our program to preserve the Cassowary

Please advise if you wish to be removed from this list



Virus-free. www.avast.com



KURANDA
conservation
COMMUNITY NURSERY Inc

21 May 2023

Mareeba Shire Council
info@msc.qld.gov.au

**SUBMISSION RE IMPACT ASSESSABLE DEVELOPMENT APPLICATION
RAL230003, Lot 1 on SP218094, 12 BARNWELL ROAD, KURANDA.**

This submission calls for:

- reduction of Development Approval from 6 lots to 4 to ensure that all lots are more than 2ha as required in the MSC Planning Scheme 2016, to be achieved by eliminating Lots 2 and 3 and bringing Lot 1 up to acceptable size;
- the Cain Creek environmental buffer be increased to 25m from the high bank. Cain Creek, as with all waterways, needs to be protected from human development. All creeks need to be protected by as much natural vegetation as possible. The creek is also under threat of pollution by increased runoff and land use including sewerage and grey water. Eliminating Lots 2 and 3 will lessen this impact. The environmental buffer to Cain Creek should be zoned "Conservation" where no human intrusion is allowed.

These adjustments solve the issues of:

- flooding (most of the proposed Lot 3 would be under water in the event of flooding, possibly annually)
- vehicle safety from property driveways onto Oak Forest Road (driveways on to Oak Forest Road from proposed Lots 2 and 3 would lead to vehicles entering at a dangerous, downhill sweep where speed limits are regularly abused on this increasingly busy road. Eliminating Lots 2 and 3 solve this issue.)
- pedestrian safety (There are no footpaths proposed at the locations where residents would access the area between their properties and the road side. Eliminating Lots 2 and 3 solve this issue.)
- bushfire hazards. (Eliminating Lots 2 and 3 would reduce loss and danger to property and people.. Council has a duty of care.)

.We trust these considerations will be taken into account.

Jax Bergersen
Secretary

Innovation in Conservation

Innovators are leaders, not followers

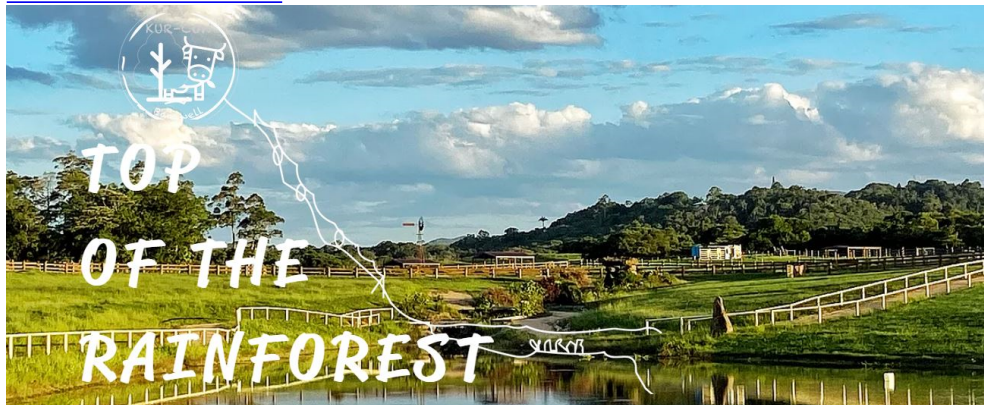
From: "Ken Lee" <ken.lee@kurcowfarm.com.au>
Sent: Tue, 23 May 2023 08:17:32 +1000
To: "Info" <info@msc.qld.gov.au>
Subject: Support of sub division application number RAL/23/0003
Categories: Added to ECM

To Whom it may concern,

I am writing this e mail to support the sub division on Barnwell Road Kuranda, application number RAL/23/0003.

Best Regards,

Ken Lee
KUR-Cow Barnwell Farm
+61416920423 : +617 42300580
www.kurcowfarm.com.au



Document Set ID: 4222065
Version: 1, Version Date: 23/05/2023

From: "Kathryn" <jandkedwards@bigpond.com>
Sent: Wed, 10 May 2023 19:29:22 +1000
To: "Info" <info@msc.qld.gov.au>
Subject: Submission re RAL230003 AT Lot 1 on SP218094, 12 BARNWELL ROAD,
KURANDA.
Attachments: McLAUGHLIN SUBMISSION RE IMPACT ASSESSABLE DEVELOPMENT
APPLICATION TO MSC.docx
Categories: Added to ECM

Please find our submission re the planning DA for RAL 23003. We are currently holidaying and have asked our neighbour to submit this application on our behalf.

With regards,
Neil and Julie McLaughlin
41 Monaro Close,
Kuranda.

SUBMISSION RE IMPACT ASSESSABLE DEVELOPMENT APPLICATION TO MSC

REFERENCE: RAL230003 AT Lot 1 on SP218094, 12 BARNWELL ROAD, KURANDA.

This submission asks that Council **not** approve Lots 1, 2 and 3 of this DA and limit the lot reconfiguration to a total of 4 lots < 2ha in size.

We believe that the amenity and lifestyle of the current rural residential lots will be adversely impacted by this increased density. The current lot sizes are supported by the MSCPS 2016 and should not be changed.

Approval of 4 lots with access onto Barnwell Road, a minor rural road, would be a safer option than access onto Oak Forest Road. Conditions on any DA approval for Lots 2 & 3 would require walkable access to join existing walkable access at the intersection of Barnwell/Myola & Oak Forest Roads Scrub in Myola township.

Our comments re Planning Application information provided by Scope Town Planning on behalf of Roy Gorry (Part 2, New DA)

	Comment re MSC Planning Scheme
1	<p>Application Summary p.3 Applicable Planning Codes 6.2.10 Rural Residential Zone Code</p> <p>The proposed lot to be subdivided is zoned rural residential and is not in a precinct A (<2ha), B (<1ha) or C (4,000sm). However, once the lot is reconfigured via this DA, precincts will be determined.</p> <p>Lots adjoining and adjacent to the proposed subd. are all zoned Precinct A (2 ha) and have a density consistent with the lifestyle amenity expected in this zone.</p> <p>The application includes 3 lots which are less than the requirement for both Precincts A & B with the 3 lots 20% less in size than any surrounding lots.</p> <p>The application suggests that the very old Myola township lots and lots in Scrub Street set a precedent for smaller lot development. This is not realistic with the current MSCPS 2016. If precedent was established, lots in Precincts A & B in Kingfisher Drive and Leila’s Way were further subdivided, it would destroy the well-established rural lifestyle amenity of a large area in Myola.</p> <p>This submission rejects the assumption of precedent and asks that all lots in the proposed subdivision be more than 2ha as per the current MSC Planning Scheme 2016 requirements.</p>
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	access issues to the lot and environmental damage to the creek from overland waterflow with any increased density of development.
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Signed by: _____

Name: Neil and Julie McLaughlin

Address: 41 Monaro Close, Kuranda. Qld. 4881.

Email: outoftheblueduo@yahoo.com.au

SUBMISSION RE IMPACT ASSESSABLE DEVELOPMENT APPLICATION TO MSC

REFERENCE: RAL230003 AT Lot 1 on SP218094, 12 BARNWELL ROAD, KURANDA.

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	Comment re MSC Planning Scheme
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	access issues to the lot and environmental damage to the creek from overland waterflow with any increased density of development.
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Signed by: _____

Name: John and Kathryn Edwards

Address: 28 Monaro Close, Kuranda. Qld. 4881.

Email: jandkedwards@bigpond.com

From: "Kiera Sheppard" <kiera.sheppard@hotmail.com>
Sent: Tue, 9 May 2023 18:26:38 +1000
To: "Info" <info@msc.qld.gov.au>
Subject: RAL/23/0003
Categories: Added to ECM

I am writing in support of the development at 12 Barnwell Road Kuranda- RAL/23/0003.
I look forward to the development and expansion of our beautiful community.

With thanks,

Kiera Sheppard

23 May 2023, Kuranda
Page 1 of 4

Ref: Proposal Development Submission – Olav Groot
Development Permit ref RAL/23/003
12 Barnwell Road
Lot 1 on SP218094

From: Olav Groot
62 Barnwell Road
4881 Kuranda
m.0488351100
e.olavgroot@mail.com

Attn: To whom it may concern
Mareeba Shire Council
65 Rankin St. Mareeba Qld 4880
info@msc.qld.gov.au
deep@msc.qld.gov.au
planning@msc.qld.gov.au
t. 1300 3308 461

Dear Sir/ Madam,

I reside in the Mareeba Shire Council and I welcome smart, sustainable and compliant developments. The proposed development submission relating to 12 Barnwell Road is not smart, it is not sustainable and it not compliant. Local residents, as am I, are consequently concerned about the proposal.

I therefore hereby register the following objections in relation to reference application (12 Barnwell Road);

- 1. The proposed development does not fit within the established character of the area and is considered out of context for the locality. It will result in further fragmentation of land holdings and it is designed to enable expansion of rural residential development which is inconsistent with planning instruments.**
- 2. The application is inconsistent with the Far North Queensland Regional Plan 2009-2031** which states that Myola Valley is a 'Rural Landscape and rural production area (RLRPA)', with non-urban values. The RLRPA protects these areas from encroachment by inappropriate development, particularly urban and rural residential development.

Objection- Development Permit ref RAL/23/003

O. Groot

23 May 2023

3. The FNQ Regulatory provisions restrict further fragmentation of land holdings and expansion of rural residential development in the RLRPA.

The plan states that ‘Myola is not considered necessary for urban development for the life of this regional plan’ and that Kuranda region ‘social aspirations’ do not include urbanisation of the Myola Valley.

The sustainable planning act notes that if there is an inconsistency between a regional plan and a local planning instrument, the regional plan prevails. To the extend of any inconsistency; a regional plan applies instead of a local planning instrument.

4. Further to this the area earmarked for the development is in part an essential wildlife habitat to endangered species. Ranoidea myola, commonly known as the Kuranda tree frog or Myola tree frog, is a critically endangered species of frog in the subfamily Pelodyadinae. It is mainly found in tributaries and creeks flowing to/from the Barron river around Kuranda, Myola, Kowrowa and Oak Forest. **This species is threatened by habitat destruction and its habitat is on the proposed subdivision.**

5. In addition; Enabling Infrastructure in the area, including Power (Electrical Network), Water supply, Wastewater disposal and Access to the proposed lots all require further, careful consideration.

I would also like to note that, I received, on 8 May 2023, advice that a reconfiguration of the adjacent lot from 1 to 6 lots was subject to a proposed development. On 9 May I emailed a request for the application to the Mareeba Shire Council. On 12 May I followed up the request for the application. I only received the application and development details today 23 May 2023¹; one day prior to the due date for submissions.

In the event therefore, that Mareeba Council requires a more detailed submission, I request an extended timeline. Noting that it is 23 May, with submissions closing 24 May.

Notwithstanding this I hereby register (in addition to those noted above) the following objections to the documents posted online.

Application reference	Objection	Notes
Cover page	The cover page notes ‘planning for locals’; this is misleading and so are the applicant’s details, because the applicant is, to my knowledge not a local resident.	Noted
Page 3, Applicable Planning Codes	The planning codes list provided is incomplete.	Noted

¹ Attached for reference

Objection- Development Permit ref RAL/23/003

O. Groot

23 May 2023

Page 5, 1.2.1 development staging	The development brings into question the applicants resources in properly executing a proposed development.	Noted
Page 5, 1.3, 'the site is cleared of native vegetation'	Although largely cleared there is native vegetation on the property and subdivision will require clearing.	Assessment required
Page 9, 1.4.1 Electrical Network	The current network is unreliable, and upgrades will be required.	Assessment required
Page 12, 1.4.3 Water supply	All proposed lots will require bores or alternative supplies according to the document- suggesting insufficient infrastructure is available.	Assessment required
Page 12, 1.4.4 waste water disposal	Wastewater disposal- insufficient infrastructure is in place and existing septic pit is referenced (to be assessed for compliance).	Assessment required
Page 13, 1.4.5 Access	Access will require clearing in way of additional culverts referenced.	Assessment required
Page 15, 2.2 Strategic Framework.	The proposed development DOES NOT meet the MSPS Strategic Framework.	Not compliant
Page 17, 2.2.1, 3.3.10.1 (1)	The very nature of this application results in fragmentation AND loss of biodiversity areas. The suggestion is that 6 lots (5 additional lots) can support similar 'small scale' rural activities; this is not correct.	Not compliant
Page 17, 2.2.1, 3.3.10.1 (2)	The existing rural living character cannot be maintained with 5 additional new developments. Appropriate levels of infrastructure requires assessment.	Not compliant
Page 17, 2.2.1, 3.3.10.1 (3)	The development increases density and it has no proximate activity centres/ social infrastructure in the direct vicinity (Kuranda is several kms)	To be verified
Page 17, 2.2.1, 3.3.10.1 (4)	The development suggests that by applying differing sizes that the arrangement accommodate the varying scale, however this is a historic lot size and further subdivision is therefore inconsistent with historic sizes.	To be assessed
Page 18, 2.2.1, 3.3.10.1 (5)	The amenity expectation is adversely effected by the proposed development	Not compliant

Objection- Development Permit ref RAL/23/003

O. Groot

23 May 2023

Page 18, 2.3, stage agency referral items	The site has native vegetation and the suggestion it does not trigger SARA should be assessed by a suitably qualified professional.	To be assessed
Page 18, 4, Recommendation	The scope town planning recommendation is biased and the report cannot be relied upon. It was commissioned with the objective to develop the site.	Noted
DA form ;4, in or adjacent to a water body or watercourse or in or above an aquifer	Ticked as 'unknown' ; however several of the proposed lots border the watercourse.	Noted
DA form 23; Does this development application involve clearing native vegetation	Ticked as 'NO'; however clearing will be required;	To be assessed
Appendix 1; Code assessment	There are several specific references to codes with are stated to be compliant and /or n/a, which are in fact non compliant and/ or applicable; a thorough independent review of code compliance is subsequently recommended.	Independent verification required

I look forward to your advise in relation to RAL/23/003.

If you require any additional information, or clarifications, please contact me,

Yours Sincerely,



Olav Groot

Objection- Development Permit ref RAL/23/003

O. Groot

23 May 2023

From: sarah.arrowsmith@bigpond.com
To: [Planning](#)
Subject: SUBMISSION RE: APPLICATION FOR DEVELOPMENT PERMIT RAL/23/0003 - BARNWELL ROAD, KURANDA - RECONFIGURATION OF LOT
Date: Wednesday, 24 May 2023 12:18:19 PM

Dear Sir/Madam,

SUBMISSION RE: APPLICATION FOR DEVELOPMENT PERMIT RAL/23/0003 – BARNWELL ROAD, KURANDA - RECONFIGURATION OF LOT

Please accept the following submission in opposition to the development application referred to above.

The proposed reconfiguration of lot is opposed as it is not appropriate for the area, does not meet requirements of the Far North Queensland Regional Plan 2009-2031 and the Mareeba Shire Council Planning Scheme 2016, and would have impacts that are not compatible with Matters of State Environmental Significance.

Myola is an area of ecological significance with a range of important environmental values that are reflected in various overlays at both the State and local government level.

As outlined below, the proposed development:

- is not appropriate for rural residential zoning areas and the limited services provided to these areas;
- is not consistent with the size of lots in the surrounding area or its visual amenity;
- does not allow for the protection of environmental features;
- does not contribute to housing affordability or respect the nature and density of surrounding land uses; and
- would set a dangerous precedent for future applications for inappropriate developments in the area.

The application also seeks to avoid addressing the impacts of the intended use of the proposed new lots. The application continuously states that the purpose of the reconfiguration of lot is for future dwelling construction, but takes no responsibility for the associated impacts of the purpose of the subdivision and does not take the intended usage into account in addressing the assessable codes.

RURAL RESIDENTIAL ZONING

The application seeks to create 6 lots out of 1 existing lot in rural residential zoning.

The Far North Queensland Regional Plan 2009-2031 (FNQRP) identifies the lot as within Regional Landscape and Rural Production Area, and protects these areas from encroachment by inappropriate development (including rural residential development). The FNQRP Regulatory Provisions specifically restrict fragmentation of landholdings and the expansion of rural residential development.

The FNQRP also specifically ruled out residential development in the Myola area for a number of reasons, including:

- the intent to consolidate population growth around urban centres that provide employment and services;
- the need to avoid increasing the load on the Kuranda Range Road; and
- the need to avoid increasing traffic due to fuel prices and oil supply vulnerability.

Local employment opportunities are limited and a large number of residents are already required to travel to Cairns or Mareeba, placing further load on these already stretched roads.

In addition to the rapidly increasing traffic load on the Kuranda Range, there is already significant pressure on Myola Road and Oak Forest Road, which is experiencing severe wear and requiring increasingly regular repairs. Increasing rural residential lots in Myola will add a further burden on the local roads, and increase the already problematic amount of speeding and wildlife deaths on both Myola and Oak Forest Roads.

MAREEBA SHIRE COUNCIL PLANNING SCHEME

The Mareeba Shire Council Planning Scheme 2016 (MSCPS) requires that proposed lot sizes are consistent with other similar lots in the vicinity. The proposed lot sizes of this application (particularly lots 1, 2 and 3) are not consistent with other rural residential lots in the vicinity.

Where the application refers to smaller lots in the vicinity, it must be noted that the smaller lots referred to are on Myola Road preceding the lot in question and are within a different zone (Low Density Residential). The proposed reconfiguration of lot site is not in the Low Residential Density area and that area should have no bearing on this application.

It must also be noted that offering different sized lots will not address the accommodation crisis, as based on current land and housing construction prices, these lots will be priced out of the majority of existing local family's financial reach.

The application agrees that it does not comply with rural residential zone Performance Outcome PO13 which does not allow the creation of new lots (except in specific precincts). The application proposes that this non-compliance be ignored due to previous similar approvals in the surrounding area. Such an approach to development applications would be unacceptable and highly inappropriate, and of extreme concern in relation to precedent setting, and cumulative impacts of continued failure to comply with the planning scheme and various other protective regulations and requirements, etc.

SERVICES

The application does not address issues around the lack of reticulated town water or sewerage, proposing that the provision of these services will be the responsibility of future owners who will need to install bores and on-site sewerage systems.

The installation of an additional 5 bores over the small area on which the lots are situated will place an unacceptable load on the local aquifer, impacting on the provision of water supplies to both existing users and new installations alike.

The installation of on-site sewerage treatment systems will also be problematic due to the

regular monsoon rainfall experienced by the area, and the proximity of the watercourse (Cains Creek) at the bottom of the sloping lots which feeds directly into the Barron River and hence the Great Barrier Reef (defined watercourse under Matter of State Significance).

ENVIRONMENTAL IMPACTS

The proposed development is situated in an ecological corridor, in a small, partly-cleared pocket between extensive areas of Regulated Vegetation (Essential Habitat) and Wildlife Habitat (endangered or vulnerable). As such, the existing lot is open space across which wildlife move between these more vegetated areas. Allowing such a significant increase in lots (and associated dwellings) within the space would further fragment connectivity in this area and compromise habitat integrity, including by increasing the potential for predation on wildlife through the introduction of more domestic animals (cats and dogs). As Mareeba Shire currently has no regulations requiring that cats must be kept indoors, roaming cats (both feral and domestic) are severely impacting native wildlife in the area. Domestic dogs continue to roam outside of their residences and are regularly witnessed attacking and killing native wildlife.

As well as the place-based values of Myola itself (including endemic and other protected species), the wider environmental values of the Myola area provide valuable support and enhancement of connectivity adjacent to the narrowest part of the Wet Tropics World Heritage Area.

Proposed lots 3, 4, 5, and 6 back onto the watercourse (Cains Creek) at the bottom of the lot, which is a defined watercourse under Matter of State Environmental Significance – Regulated Vegetation and under category R – Great Barrier Reef riverine. As mentioned previously, given the high degree of slope on the blocks and the extremely high rainfall experienced during the annual monsoon season, there would be an increased risk of high stormwater flows from increased hard surfaces and leakage of sewerage from on-site systems, causing detrimental impacts on Cains Creek and hence the Barron River and Great Barrier Reef.

INTENDED USE OF PROPOSED LOTS (CONSTRUCTION OF DWELLINGS)

The purpose for reconfiguring the lot is clearly and continually stated in the application to be for the future construction of dwellings on each new lot. Any impacts expected to stem from construction of dwellings (ie. clearing of native vegetation, run-off of sediment from excavations/earthworks, etc) as well as the impacts associated with increased rural residential population in the Myola area, must therefore be considered as well. It is disingenuous of the application to state that any impacts caused by the intended use of the lots are not to be taken into consideration. The key intention of restricting development of rural residential lots (such as the proposed development) is to limit the known impacts, especially in ecologically significant areas such as Myola.

In conclusion, based on the above, this submission requests that the development application NOT be approved.

Should this submission require additional information or need to be properly submitted via another means, please advise as soon as possible.

Yours faithfully,

Sarah Arrowsmith
11 Fairyland Road
Kuranda QLD 4881
0410 637281



Virus-free www.avg.com

From: "john.dyer23@bigpond.com" <john.dyer23@bigpond.com>
Sent: Tue, 23 May 2023 17:58:30 +1000
To: "Info" <info@msc.qld.gov.au>
Subject: Development Submission against RAL230003 (12 Barnell Road)
Attachments: Development Submission against RAL230003 (12 Barnell Road).pdf
Categories: Added to ECM

Sir / Madam,

Please find attached a PDF copy of our submission against the application for reconfiguration of Lot 1 on SP218094, at 12 Barnwell Road, Kuranda.

This joint submission has been made by ;

John Dyer owner of Lot 2 on RP737018 and

Brian & Bronwyn Parker owners of Lot 1 on

RP737018

Regards

John Dyer



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23.05.2023

Mr. J. Dyer
Mr. B. Parker & Mrs. B. Parker

Development Submission

23 Monaro Close, Kuranda QLD 4881
11 Monaro Close, Kuranda QLD 4881

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

Via Email: info@msc.qld.gov.au

Dear Sir/Madam

**SUBMISSION AGAINST APPLICATION FOR RECONFIGURATION
12 BARNELL ROAD, KURANDA – LOT 1 ON SP218094
RAL230003**

We, Mr. J. Dyer, Mr. B. Parker and Mrs. B. Parker are the respective owners of 23 Monaro Close, and 11 Monaro Close, (Lots 2 & 1 on RP737018), directly adjoining the development site.

With reference to the aforementioned matter, we hereby provide a formal submission against the proposed development for Reconfiguring a Lot (1 Lot into 6 Lots) at the above site. This submission is made in accordance with *Schedule 2 of the Planning Act 2016* and is to be considered a properly made submission. For clarity, it is noted that this submission is based upon the description provided within the supplied Planning Report, rather than the description provided within the applicable DA Form (1 Lot into 7 Lots).

We object to the above development with regard to the following matters:

- Zoning & Local Amenity (Reconfiguration outside of a Rural Residential Precinct);
- Flood immunity and safety within Proposed Lot 3; and
- Service Provision.

Under the Mareeba Shire Council Planning Scheme 2016, the subject land is located within the Rural Residential Zone, not included within any Precinct. Section 6.2.10.2 (4) (h) of the Scheme states that:

"Reconfiguring a lot involving the creation of new lots is not undertaken external to a precinct in the Rural residential zone in consideration of the inherent environmental, and/or physical infrastructure and/or social infrastructure constraints of Rural residential zoned land outside of identified precincts."

The proposed reconfiguration is completely contrary to the Planning Scheme's intent for the land. Our view is that upon consideration of the environmental, physical and social infrastructure constraints of the site and

surrounding locality, the reconfiguration is not appropriate for implementation. In particular, Lots 1 through 3 pose great concern for the ongoing safety of users and form the basis of concern for the application. It is noted that the majority of Proposed Lot 3 is depicted as containing risk of flooding, raising questions about the future viability of development on site, the potential negative implications of earthworks for flood proofing, and the displacement of flood waters thereof. It is further objected that the lot sizes are considered 'appropriate for the local area', with no new lots in the immediate vicinity (or basic Rural Residential zone) containing a size in comparison to the reduced proposed Lots 1 through 3 (between 7,000 and 8,000m²).

It is also submitted (in consideration of local knowledge), that the sewerage infrastructure contained within Oak Forest Road (depicted as eligible for connection by Lots 1 through 3) in fact do not offer capacity for connection. Infrastructure therefore must be upgraded to suit demand in this case. The provision of water through on-site bores and storage will also place an increase in demand on natural water supplies, that is considered entirely excessive for such reduced lot sizes in an underserviced area. It is surmised that reconfiguration within the proposed context is entirely characteristic of development contained within the *Rural Residential Zone Precinct A & Precinct B*, for which reticulated water and wastewater infrastructure is provided. The lack of Council service provision to lots yielding greater residential density is not considered appropriate in an environmental or economic sense.

In closing we object strongly to the largely reduced lot sizes proposed within the plan of reconfiguration. While proposed Lots 4 through 6 present manageable ongoing impacts (provision of onsite services, impact upon the receiving environment and rural residential amenity), proposed Lots 1 through 3 are not considered appropriate in any way. As adjoining landowners, we foresee great impacts upon many elements of amenity, safety and preservation that will yield inconsistent and unwarranted development. We submit that the design of the reconfiguration is completely inappropriate and the application should be refused as it is contrary to the Planning Scheme's intent for the land.

Mr. J. Dyer
23 Monaro Close, Kuranda QLD 4881 - john.dyer23@bigpond.com

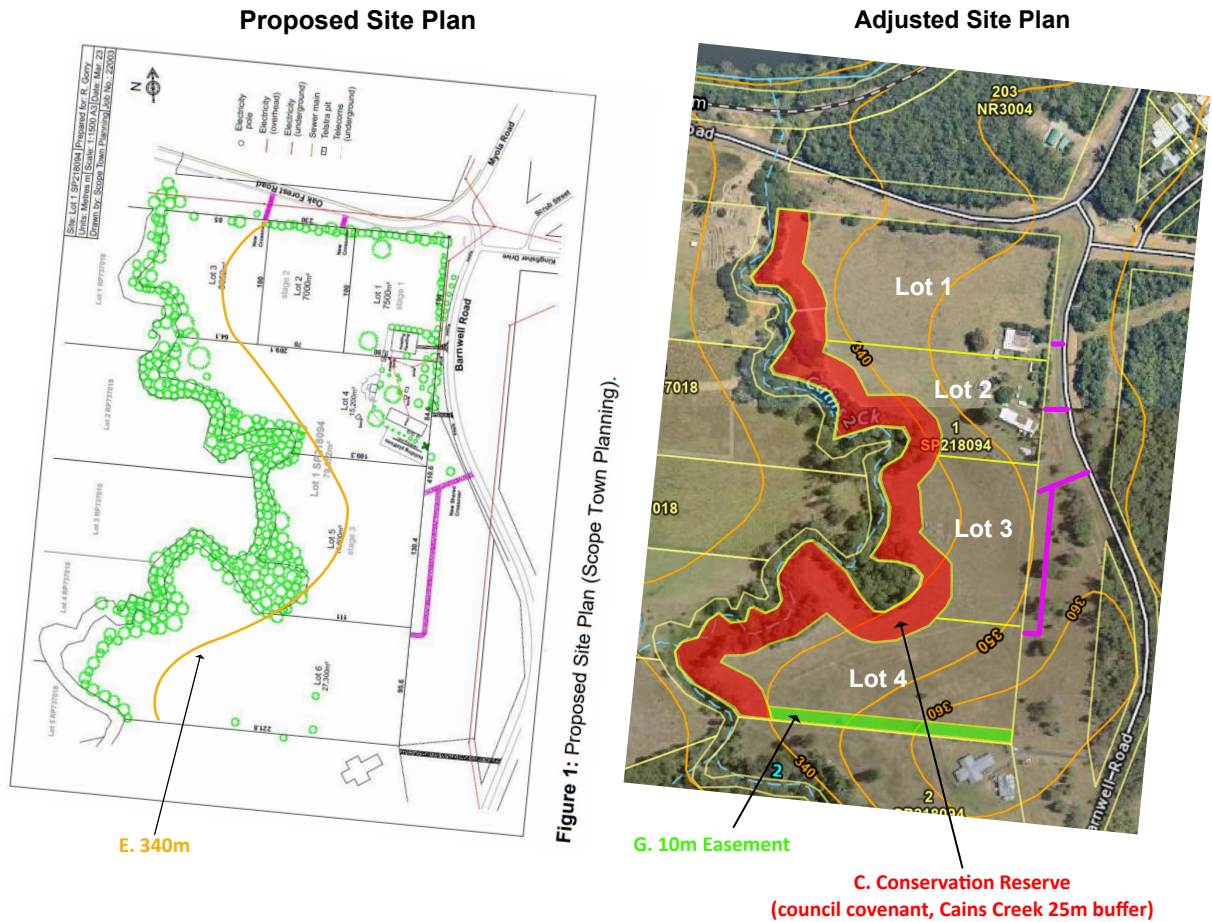
Mr. B. Parker
11 Monaro Close, Kuranda QLD 4881

Mrs. B. Parker
11 Monaro Close, Kuranda QLD 4881

▶ Page 2

22003 – ROL – 12 Barnwell Road, Kuranda Qld. 4881

https://websync.msc.qld.gov.au/development_applications/files/331/RAL230003%20-%20New%20DA%20Part%203.pdf



Item	Note	Solution	
A	Planning Scheme	Rural Residential C - 2 Hectare Precinct	Reduce to 4 lots for Precinct C
B	Settlement Pattern	Lot 1, 2, 3 are not within the settlement pattern size, eg. adjoining Monaro, High Chapparral	Reduce to 4 lots for Precinct C
C	Threatened Species Habitat Protections and Local Corridors	Cains (Cairns) Creek, Stream Order 2 (Table 8.2.4.3B - Setback and buffer distances from waterways)	Vegetation buffered from high bank to 25m, Cain Creek and buffer retained as "Conservation Reserve" for threatened frog species not sold as Freehold, pet exclusion fencing on buffer for each lot
D	New driveways on Myola Road	Myola Road is the main commuter road access for residents in Myola, Mantaka, Kowrova, Green Forest, Oak Forest, Russett Park, Mona Mona	No new driveways on Myola Road. All access to new lots from Barnwell Road only.
E	340m contour (flood) line	Land below 340m not suitable for structures or permanent use, proposed Lot 3 is 75% underwater.	Reduce to 4 lots for Precinct C
F	'Bushfire hazard area' and 'Potential impact buffer (100 metres)'	Proposed smaller Lots 1,2,3 are wholly inside the potential impact buffer.	No new lots / dwellings should be allowed in the hazard area.
G	Contribution to pedestrian movement network	MSCPS - PO9 Development includes design features with regard to: b) the existing and intended pedestrian movement network	10m easement reserved on southern end for future development of neighbourhood walking network (complete pedestrian access High Chapparral, Monaro, Barnwell, Leila's Way)

Submitted by Jo Martin, for Kuranda Region Planning Group, info@kurandaregion.org

Document Set ID: 4222349
Version: 1, Version Date: 23/05/2023

8.3 NEGOTIATED DECISION NOTICE - G & G CORDENOS AND S CORDENOS - MATERIAL CHANGE OF USE - CHILD CARE CENTRE - LOT 53 ON SP204554 - 47 ANZAC AVENUE, MAREEBA - MCU/22/0017

Date Prepared: 28 June 2023

Author: Senior Planner

Attachments: 1. Decision Notice dated 24 April 2023 [↓](#)
2. Applicant's written representations received 14 June 2023 [↓](#)

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	G & G Cordenos and S Cordenos	ADDRESS	47 Anzac Avenue, Mareeba
DATE REQUEST FOR NDN LODGED	14 June 2023	RPD	Lot 53 on SP204554
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use – Child Care Centre		
FILE NO	MCU/22/0017	AREA	4061m2
LODGED BY	Planning Plus	OWNER	G & G Cordenos and S Cordenos
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Low Density Residential zone		
LEVEL OF ASSESSMENT	Impact Assessment		
SUBMISSIONS	Three (3)		

EXECUTIVE SUMMARY

Council approved a development application described in the above application details at its meeting held on 19 April 2023, subject to conditions.

The application was impact assessable and three (3) properly made submissions were received in response to public notification of the application.

Planning Plus on behalf of the applicant has subsequently made written representations about *Condition 4.8 Anzac Avenue widening*. As a result of those representations, Council officers recommend an amendment of condition 4.8 to credit the agreed cost of these works against the adopted infrastructure charges payable for this development.

It is recommended that the application be approved in part and a negotiated decision notice be issued.

OFFICER'S RECOMMENDATION

It is recommended that:

1. "In relation to the written representations made by Planning Plus regarding conditions of the following development approval:

APPLICATION		PREMISES	
APPLICANT	G & G Cordenos and S Cordenos	ADDRESS	47 Anzac Avenue, Mareeba
DATE LODGED	24 June 2022	RPD	Lot 53 on SP204554
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use - Child Care Centre		

and in accordance with the Planning Act 2016, the following:

- (a) Condition 4.8 of Council's Decision Notice issued on 24 April 2023 be amended as follows:

4.8 Anzac Avenue widening

4.8.1 The applicant/developer must widen the Anzac Avenue sealed pavement by 4.5 metres on the development side, commencing at the eastern end of the existing kerb and channel and extending for a distance of 50 metres to the east, in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.

4.8.2 Kerb and channel is to be provided on the development side, for the entire length of the widening required under 4.8.1.

4.8.3 The agreed value of the widening required under 4.8.1 will be credited against the adopted infrastructure charges payable for this development, where the applicant/developer has completed the widening required under 4.8.1 at their cost. Prior to the commencement of the widening required under 4.8.1, the applicant/development must submit full specifications and costings for the widening for agreement by Council's delegated officer.

2. A Negotiated Decision Notice be issued to the applicant / referral agencies and submitters advising of Council's decision."

THE SITE

The site is situated at 47 Anzac Avenue, Mareeba and is more particularly described as Lot 53 on SP204554. The site is irregular in shape with an area of 4,061m² and is zoned Low Density Residential under the Mareeba Shire Council Planning Scheme 2016.

The site is flat and except for a for sale sign in the north-eastern corner, vacant.

The site has frontages of approximately 107 metres to the Kennedy Highway and 80 metres to Anzac Avenue. Both frontage roads are constructed to bitumen sealed standard. Informal access to the site is gained from Anzac Avenue.

The properties adjoining the western boundary comprise of a residential lot containing a dwelling house, and Lot 201 containing the Mareeba Bowls Club and the Cedric Davies Community Hub. Both of these adjoining lots are zoned Low Density Residential.

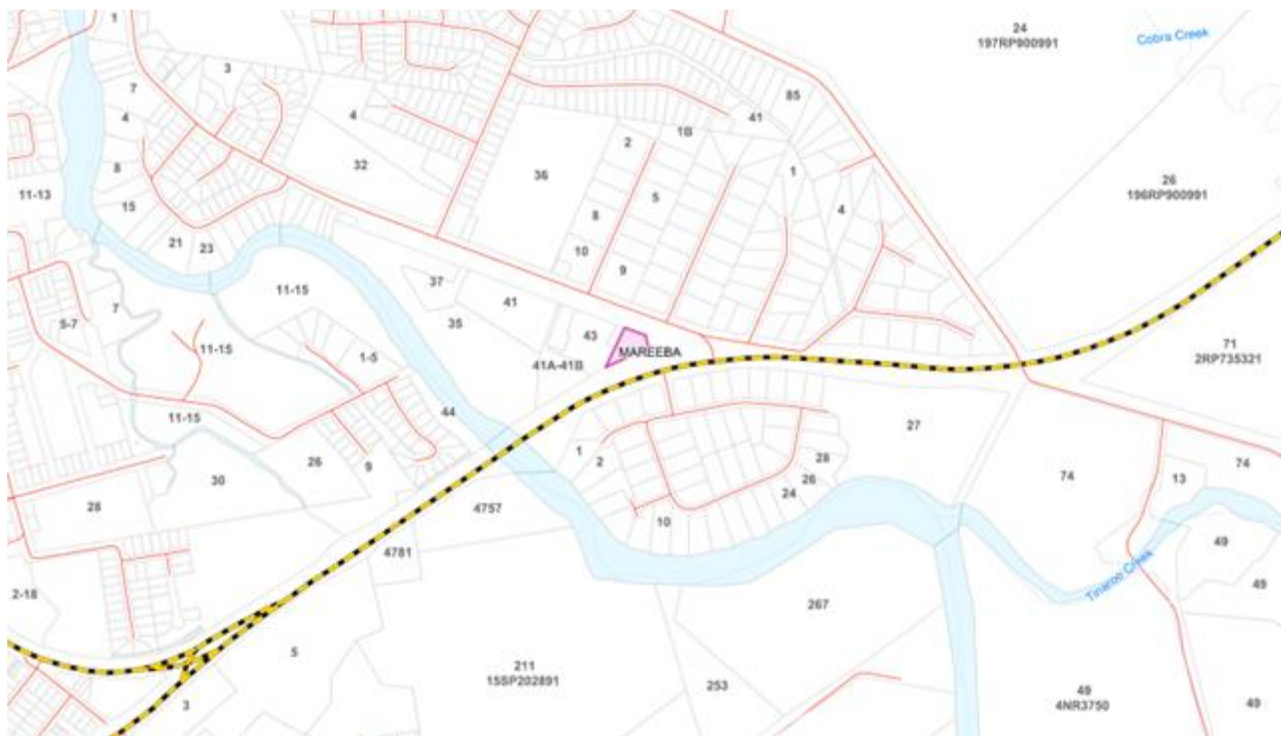
The immediate locality is characterised by residential and rural residential lots generally ranging between 1,000m² and up to 8,000m².

The site is not currently connected to Mareeba's reticulated water and sewerage networks.



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

Council at its Ordinary Meeting on 19 April 2023 approved the application made by Planning Plus on behalf of G & G Cordenos and S Cordenos for the issue of a development permit for Material Change of Use - Child Care Centre over land described as Lot 53 on SP204554, situated at 47 Anzac Avenue, Mareeba.

The approval was granted subject to conditions and the Decision Notice was issued on 24 April 2023 and is included as **Attachment 1**.

Planning Plus on behalf of the applicant, has written to Council making representations (**Attachment 2**) in relation to Condition 4.8, and requests the issue of a negotiated decision notice.

APPLICANT'S REPRESENTATIONS

Condition 4.8

4.8 Anzac Avenue widening

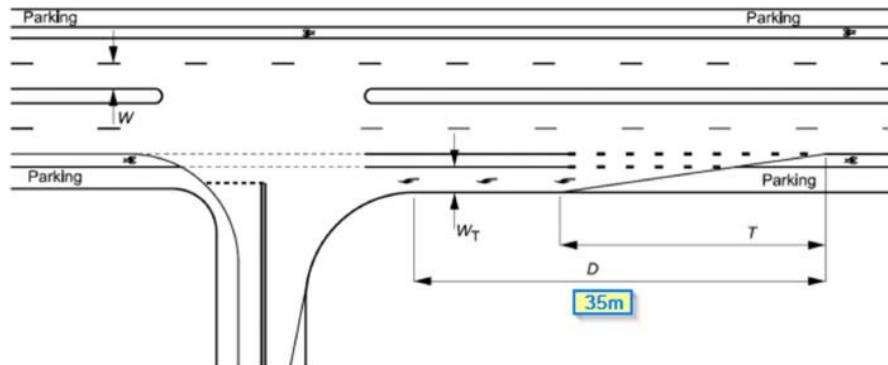
4.8.1 The applicant/developer must widen the Anzac Avenue sealed pavement by 4.5 metres on the development side, commencing at the eastern end of the existing kerb and channel and extending for a distance of 50 metres to the east, in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.

4.8.2 Kerb and channel is to be provided on the development side, for the entire length of the widening required under 4.8.1.

Representation by Applicant

“Advice from the applicant’s traffic engineer is that there is no engineering basis for the prescribed extent of road widening. The advice is that if a left turn treatment was required here in the future, an AUL(S) would be the appropriate treatment. An AUL(S) requires 35m which fits neatly within the current road with the access at the current location.

Figure 8.11: Auxiliary left-turn treatment [AUL(S)] on the major leg of an intersection



Notes:

For setting out details of the left-turn geometry, use vehicle turning path templates and/or the details in Table 8.4. Approaches to left-turn lanes can create hazardous situations between cyclists and left-turning vehicles. Treatments to reduce the number of potential conflicts at left-turn slip lanes are given in AGRD Part 4 Section 9. The holding line is typically placed in prolongation of the kerb line or edge line, however, it may be set back if there is a problem with the design vehicle over-running the holding line, or if it is desired to hold vehicles back some distance from the intersecting roadway (AS 1742.2 - 2009). The setback needs to be balanced such that sight distance is not negatively impacted to create a safety issue and the needs of pedestrians is met.

Values of D and T are provided in Table 8.4 and the dimensions of the treatment are defined as follows:

- W = Nominal through lane width (m) (incl. widening for curves). For a new intersection on an existing road, the width is to be in accordance with the current link strategy.
- W_T = Nominal width of turn lane (m) (incl. widening for curves based on the design turning vehicle) = 3.0 m minimum.
- T = Physical taper length (m) given by:

$$T = \frac{0.33V W_T}{3.6}$$
- V = Design speed of major road approach (km/h).

Source: Department of Transport and Main Roads (2006).

Table 8.4: Dimensions for D and T in AUL(S) treatment

Design speed of major road approach (km/h)	Diverge/deceleration length D (m) ⁽¹⁾	Taper length T (m) ⁽²⁾
50	20	20
60	25	20
70	35	30
80	45	30
90	55	40

1 Based on a 20% reduction in through road speed at the start of the taper and a value of deceleration of 3.5 m/s² (Table 5.2). Adjust for grade using the 'correction to grade' factor in Table 5.3.
 2 Based on a turn lane width of 3.0 m and a bicycle lane width of 1.5 m.

On the above basis, and the fact that the prescribed widening is situated beyond the road frontage of the site, the subject condition is considered unreasonable.

Notwithstanding, the applicant advises that they would be willing to accept a condition requiring additional road widening if the works were considered trunk works and were fully creditable/reimbursable. It is noted that the Mareeba Shire LGIP identifies Anzac Avenue is an existing Higher Order Local Road and the road clearly serves a trunk function. Any upgrades to this road are therefore considered to be trunk works where they are not required directly as a result of the proposed development.

In summary, we request that the condition requiring the additional road widening and kerb and channel be removed or changed such that the works are identified as being trunk works.”

Response

Condition 4.8 was imposed by Council in response to concerns raised by submitters about the proposed development’s potential to further impact on traffic movements in the vicinity of the Anzac Avenue/Ferretti Close intersection.

The Mareeba Shire Council Planning Scheme 2016 identifies Anzac Avenue as a Collector Road and the Mareeba Shire Council Local Government Infrastructure Plan identifies Anzac Avenue as an Existing Higher Order Local Road (trunk infrastructure).

The widening of Anzac Avenue as required by Condition 4.8 would also be considered trunk infrastructure.

Due to the reason for the imposition of Condition 4.8, Council officers are of the view that the widening requirement should be maintained, however, the agreed value of these works should be offset against the adopted infrastructure charges applicable to the development.

The applicable adopted infrastructure charge as of 1 July 2023 is \$42,131.20.

It is recommended that Condition 4.8 be amended as follows:

4.8 Anzac Avenue widening

4.8.1 The applicant/developer must widen the Anzac Avenue sealed pavement by 4.5 metres on the development side, commencing at the eastern end of the existing kerb and channel and extending for a distance of 50 metres to the east, in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council’s delegated officer.

4.8.2 Kerb and channel is to be provided on the development side, for the entire length of the widening required under 4.8.1.

4.8.3 The agreed value of the widening required under 4.8.1 will be credited against the adopted infrastructure charges payable for this development, where the applicant/developer has completed the widening required under 4.8.1 at their cost. Prior to the commencement of the widening required under 4.8.1, the applicant/development must submit full specifications and costings for the widening for agreement by Council’s delegated officer.



65 Rankin Street
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24 April 2023

Planning Officer: Carl Ewin
Direct Phone: (07) 4086 4656
Our Reference: MCU/22/0017
Your Reference: 20-14

Giuliano & Gina Cordenos and Stephen Cordenos
C/- Planning Plus
PO Box 399
REDLYNCH QLD 4870

Dear Applicants,

Decision Notice

Planning Act 2016

I refer to your application and advise that on 19 April 2023, Council decided to approve the application in full subject to conditions.

Details of the decision are as follows:

APPLICATION DETAILS

Application No:	MCU/22/0017
Street Address:	47 Anzac Avenue, Mareeba
Real Property Description:	Lot 53 on SP204554
Planning Scheme:	Mareeba Shire Council Planning Scheme 2016

DECISION DETAILS

Type of Decision:	Approval
Type of Approval:	Development Permit for Material Change of Use – Child Care Centre
Date of Decision:	19 April 2023

CURRENCY PERIOD OF APPROVAL

The currency period for this development approval is six (6) years starting the day that this development approval takes effect. (Refer to Section 85 "Lapsing of approval at end of currency period" of the *Planning Act 2016*.)

Public Office: 65 Rankin Street, Mareeba QLD 4880. Postal address: PO Box 154, Mareeba QLD 4880

INFRASTRUCTURE

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

ASSESSMENT MANAGER CONDITIONS

(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 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 Waste Management

On site refuse storage area must be provided and be screened from view from adjoining properties and road reserve by one (1) metre wide landscaped screening buffer, 1.8m high solid fence or building.
 - 3.5 Noise Nuisance

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

3.6 Air Conditioner & Building Plant Screening

The applicant/developer is required to install and maintain suitable screening to all air conditioning, lift motor rooms, plant and service facilities located at the top of or on the external face of the building. The screening structures must be constructed from materials that are consistent with materials used elsewhere on the facade of the building. There are to be no individual external unscreened air conditioning units attached to the exterior building facade.

3.7 Building Amenity

The development must complement and integrate with the established built character of the Low Density Residential zone, having regard to:

- (a) roof form and pitch;
- (b) eaves and awnings;
- (c) building materials, colours and textures; and
- (d) window and door size and location.

3.8 Safety fencing

A child proof fence or physical barrier is provided to prevent unintended access to the following areas, directly from indoor or outdoor areas intended to accommodate children:

- (a) Vehicle manoeuvring and parking areas;
- (b) Refuse storage and servicing areas; and
- (c) Air conditioning, refrigeration plant and mechanical plant.

3.9 Hours of Operation

The operating hours shall be between 6.30am and 6pm Monday to Saturday. No operations are permitted on Sunday or Public Holidays.

4. Infrastructure Services and Standards

4.1 Access

A **commercial** access crossover must be constructed (from the edge of Anzac Avenue to the property boundary of the subject lot) in accordance with the FNQROC Development Manual, to the satisfaction of Council's delegated officer.

Where applicable, the applicant/developer must ensure that any redundant vehicle crossovers are removed and reinstated with kerb and channel.

4.2 Stormwater Drainage/Water Quality

- 4.2.1 Prior to building works commencing, the applicant/developer must submit a Stormwater Management Plan and Report prepared and certified by a suitably qualified design engineer (RPEQ) that meets or exceeds the standards of design and construction set out in the Queensland Urban Drainage Manual (QUDM) and the FNQROC Development Manual to the satisfaction of Council's delegated officer.
- 4.2.2 The Stormwater Management Plan must ensure a non-worsening effect on surrounding land as a consequence of the development, and must take all reasonable and practicable measures to ensure discharge occurs in compliance with the Queensland Urban Drainage Manual (QUDM) and the FNQROC Development Manual.
- 4.2.3 The applicant/developer must construct the stormwater drainage infrastructure for the development in accordance with the approved Stormwater Management Plan and Report.
- 4.2.4 All stormwater drainage must be collected from site and discharged to an approved legal point of discharge.

4.3 Car Parking/Internal Driveways

- 4.3.1 The applicant/developer must ensure the development is provided with on-site car parking spaces generally in accordance with Site Plan 1675-SK02 which are available solely for the parking of vehicles associated with the use of the premises.
- 4.3.2 All car parking spaces and internal driveways must be concrete, bitumen or asphalt sealed and appropriately drained prior to the commencement of the use and to the satisfaction of Council's delegated officer.
- 4.3.3 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.

4.4 Landscaping and Fencing

- 4.4.1 The development must be landscaped in accordance with an approved landscape plan.
- 4.4.2 Prior to the issue of the development permit for operational works, a detailed landscape plan, must be prepared for the site and submitted to Council's delegated officer for consideration and approval.

4.4.3 The landscape plan must demonstrate compliance with the Landscaping Code. Plant species are to be generally selected from the Plant Schedule in Planning Scheme Policy 6 - Landscaping and preferred plant species.

4.4.4 The landscaping plan must incorporate the following:

- (i) A 1.8 metre high colorbond (neutral colour) solid screen fence must be established along the full length of the common boundary between Lot 53 on SP204554 and Lot 197 on NR3143.
- (ii) The fencing is to be erected prior to the commencement of the use and maintained in good order for the life of the development, to the satisfaction of Council's delegated officer.

4.4.5 A minimum of 25% of new plants is provided as larger, advanced stock with a minimum plant height of 0.7 metres and mulched to a minimum depth of 0.1 metres with organic mulch.

4.4.6 The landscaping of the site must be carried out in accordance with the endorsed landscape plan/s, and prior to the commencement of the use, and mulched, irrigated and maintained to the satisfaction of Council's delegated officer.

4.5 Lighting

Where installed, external lighting must be designed and installed in accordance with AS4282 – *Control of the obtrusive effects of outdoor lighting* so as not to cause nuisance to residents or obstruct or distract pedestrian or vehicular traffic.

4.6 Water Supply

The applicant/developer must connect the proposed development to Council's reticulated water supply in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.

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

If a new or upgraded water service connection is required to service the development, it must be provided in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.

4.7 Sewerage Connection

The applicant/developer must connect the proposed development to Council’s reticulated sewerage system in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council’s delegated officer.

Where sewerage connections are not available to the site, or where existing connections are not satisfactory for the proposed development, the applicant/developer is required to extend or upgrade the reticulated sewerage infrastructure to connect the site to Council’s existing infrastructure at a point that has sufficient capacity to service the development in accordance with FNQROC Development Manual standards (as amended).

4.8 Anzac Avenue widening

4.8.1 The applicant/developer must widen the Anzac Avenue sealed pavement by 4.5 metres on the development side, commencing at the eastern end of the existing kerb and channel and extending for a distance of 50 metres to the east, in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council’s delegated officer.

4.8.2 Kerb and channel is to be provided on the development side, for the entire length of the widening required under 4.8.1.

REFERRAL AGENCIES

The referral agencies applicable to this application are:

Material change of use of premises near a State transport corridor or that is a future State transport corridor		
Development application for a material change of use, other than an excluded material change of use, that is assessable development under a local categorizing instrument, if all or part of the premises— (a) are within 25m of a State transport corridor; or (b) are a future State transport corridor; or (c) are— (i) adjacent to a road that intersects with a State-controlled road; and (ii) within 100m of the intersection	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4	State Assessment & Referral Agency (SARA) Department of State Development, Manufacturing, Infrastructure and Planning PO Box 2358 Cairns Qld 4870 CairnsSARA@dsdmip.qld.gov.au

A copy of any referral agency conditions are attached.

DECISION NOTICE

MCU/22/0017
Page 7

APPROVED PLANS

The following plans are Approved plans for the development:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
1675-SK01	Cover Sheet	Humac Design	-
1675-SK02	Site Plan	Humac Design	-
1675-SK03	Site Imagery	Humac Design	-
1675-SK04	Area Plan	Humac Design	-

ADVISORY NOTES

The following notes are included for guidance and information purposes only and do not form part of the assessment manager conditions:

(D) ASSESSMENT MANAGER’S ADVICE

- (a) An Adopted Infrastructure Charges Notice has been issued with respect to the approved development. The Adopted Infrastructure Charges Notice details the type of infrastructure charge/s, the amount of the charge/s and when the charge/s are payable.
- (b) The Adopted Infrastructure Charges Notice does not include all charges or payments that are payable with respect to the approved development. A number of other charges or payments may be payable as conditions of approval. The applicable fee is set out in Council’s Fees & Charges Schedule for each respective financial year.
- (c) 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) 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.
- (e) Environmental Protection and Biodiversity Conservation Act 1999

The applicant is advised that referral may be required under the *Environmental Protection and Biodiversity Conservation Act 1999* if the proposed activities are likely to have a significant impact on a matter of national environmental

DECISION NOTICE

MCU/22/0017
Page 8

significance. Further information on these matters can be obtained from www.dccew.gov.au.

(f) Cultural Heritage

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

PROPERTY NOTES

Not Applicable.

FURTHER DEVELOPMENT PERMITS REQUIRED

- Development Permit for Operational Work
- Development Permit for Building Work
- Compliance Permit for Plumbing and Drainage Work

SUBMISSIONS

There were three (3) properly made submissions about the application. In accordance with the *Planning Act 2016*, the name, residential or business address, and electronic address of the principal submitter for each properly made submission is provided below:

Name of Principal submitter	Address
1. S Gillies	PO Box 166, Mareeba
2. R & E Piagno	PO Box 166, Mareeba
3. M & H Cotter	18 Ferretti Close, Mareeba

RIGHTS OF APPEAL

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

During the appeal period, you as the applicant may suspend your appeal period and make written representations to council about the conditions contained within the development approval. If council agrees or agrees in part with the representations, a “negotiated decision notice” will be issued. Only one “negotiated decision notice” may be given. Taking this step will

Mareeba Shire Council

DECISION NOTICE

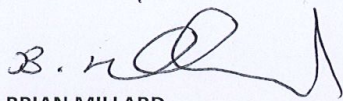
MCU/22/0017
Page 9

defer your appeal period, which will commence again from the start the day after you receive a "negotiated decision notice".

OTHER DETAILS

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

Yours faithfully



BRIAN MILLARD
SENIOR PLANNER

Enc: Approved Plans/Documents
 Referral Agency Response
 Appeal Rights
 Adopted Infrastructure Charge Notice

Mareeba Shire Council

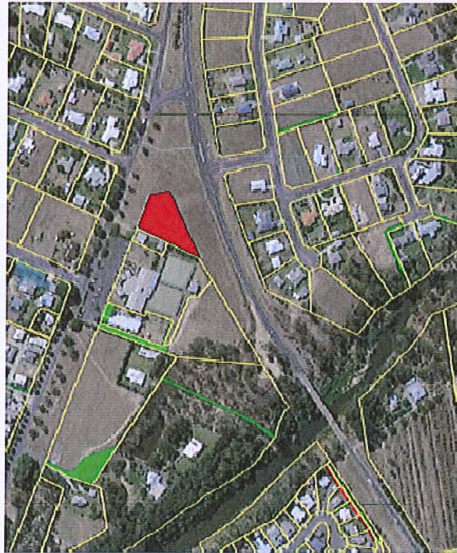
DECISION NOTICE

MCU/22/0017
Page 10

Approved Plans/Documents

www.humacdesign.com.au

PROPOSED CHILDCARE
STEVE CORDENOS
47 ANZAC AVENUE
MAREEBA



PRELIMINARY ONLY
PROPOSED CHILDCARE
COVER SHEET
1675-S107

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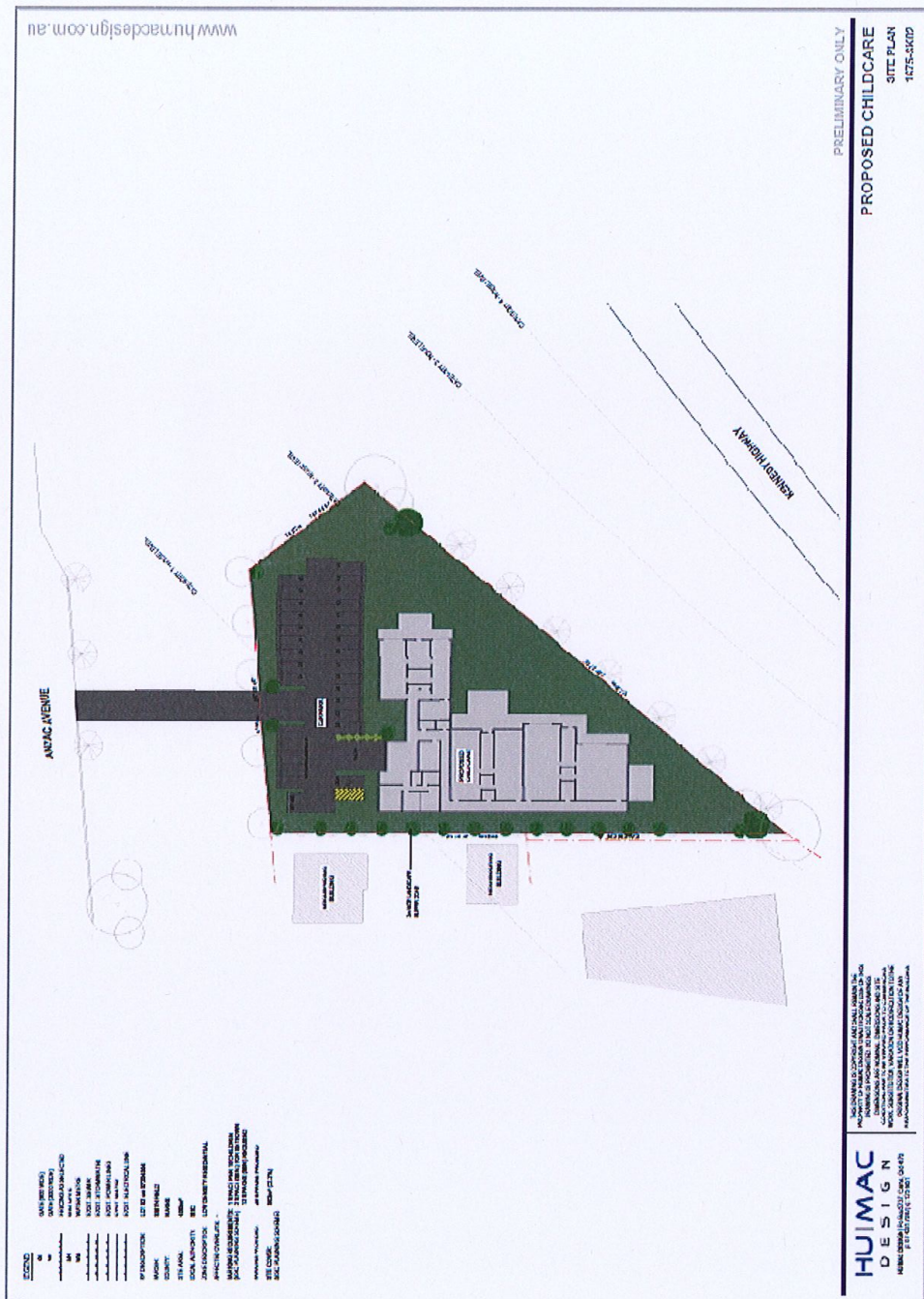
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Mareeba Shire Council

DECISION NOTICE

MCU/22/0017
Page 11



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PRELIMINARY ONLY
PROPOSED CHILDCARE
SITE PLAN
14735-0410

- SYMBOLS
- UNITS
- SCALE
- DATE
- PROJECT NAME
- CLIENT
- PROJECT ADDRESS
- PROJECT LOCATION
- PROJECT NUMBER
- PROJECT STATUS
- PROJECT DESCRIPTION
- PROJECT CONTACT
- PROJECT PHONE
- PROJECT EMAIL
- PROJECT WEBSITE
- PROJECT SOCIAL MEDIA
- PROJECT DOCUMENTS
- PROJECT DRAWINGS
- PROJECT SPECIFICATIONS
- PROJECT CONTRACT
- PROJECT AGREEMENT
- PROJECT DEED
- PROJECT PLAN
- PROJECT APPROVAL
- PROJECT COMPLETION
- PROJECT HANDOVER
- PROJECT DEFECTS
- PROJECT WARRANTY
- PROJECT MAINTENANCE
- PROJECT REPAIRS
- PROJECT UPGRADES
- PROJECT RENOVATIONS
- PROJECT EXTENSIONS
- PROJECT ALTERATIONS
- PROJECT VARIATIONS
- PROJECT ADDENDUMS
- PROJECT SCHEDULES
- PROJECT PROGRAMS
- PROJECT PROCEDURES
- PROJECT POLICIES
- PROJECT STANDARDS
- PROJECT REGULATIONS
- PROJECT LAWS
- PROJECT ORDINANCES
- PROJECT BYLAWS
- PROJECT CHARTERS
- PROJECT VISIONS
- PROJECT MISSIONS
- PROJECT VALUES
- PROJECT ETHICS
- PROJECT INTEGRITY
- PROJECT ACCOUNTABILITY
- PROJECT TRANSPARENCY
- PROJECT RESPONSIBILITY
- PROJECT COMMITMENT
- PROJECT DEDICATION
- PROJECT PASSION
- PROJECT EXCELLENCE
- PROJECT PERFECTION
- PROJECT INNOVATION
- PROJECT CREATIVITY
- PROJECT IMAGINATION
- PROJECT INSPIRATION
- PROJECT MOTIVATION
- PROJECT ENTHUSIASM
- PROJECT ENERGY
- PROJECT POSITIVITY
- PROJECT OPTIMISM
- PROJECT CONFIDENCE
- PROJECT COURAGE
- PROJECT BRAVERY
- PROJECT DETERMINATION
- PROJECT RESILIENCE
- PROJECT PERSEVERANCE
- PROJECT ENDURANCE
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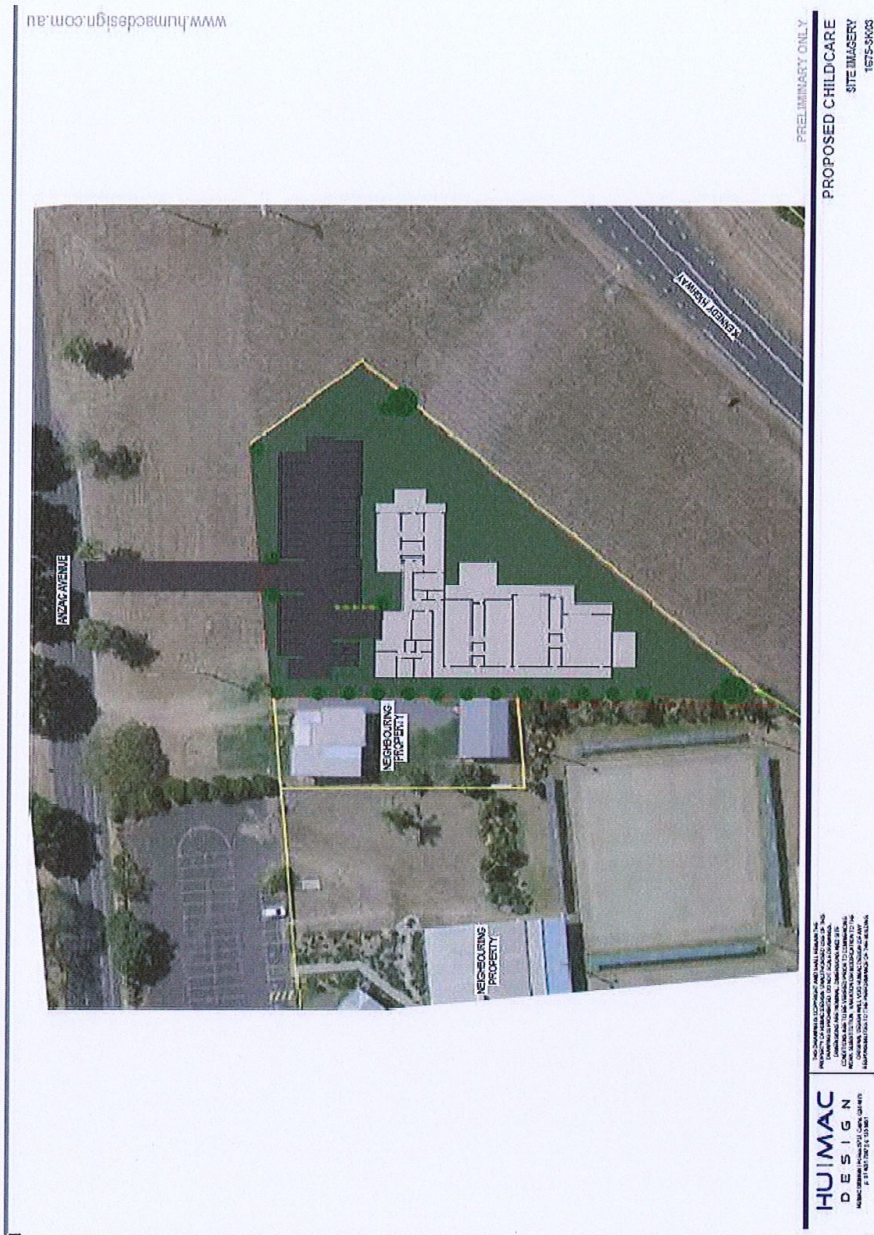
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Mareeba Shire Council

DECISION NOTICE

MCU/22/0017
Page 12

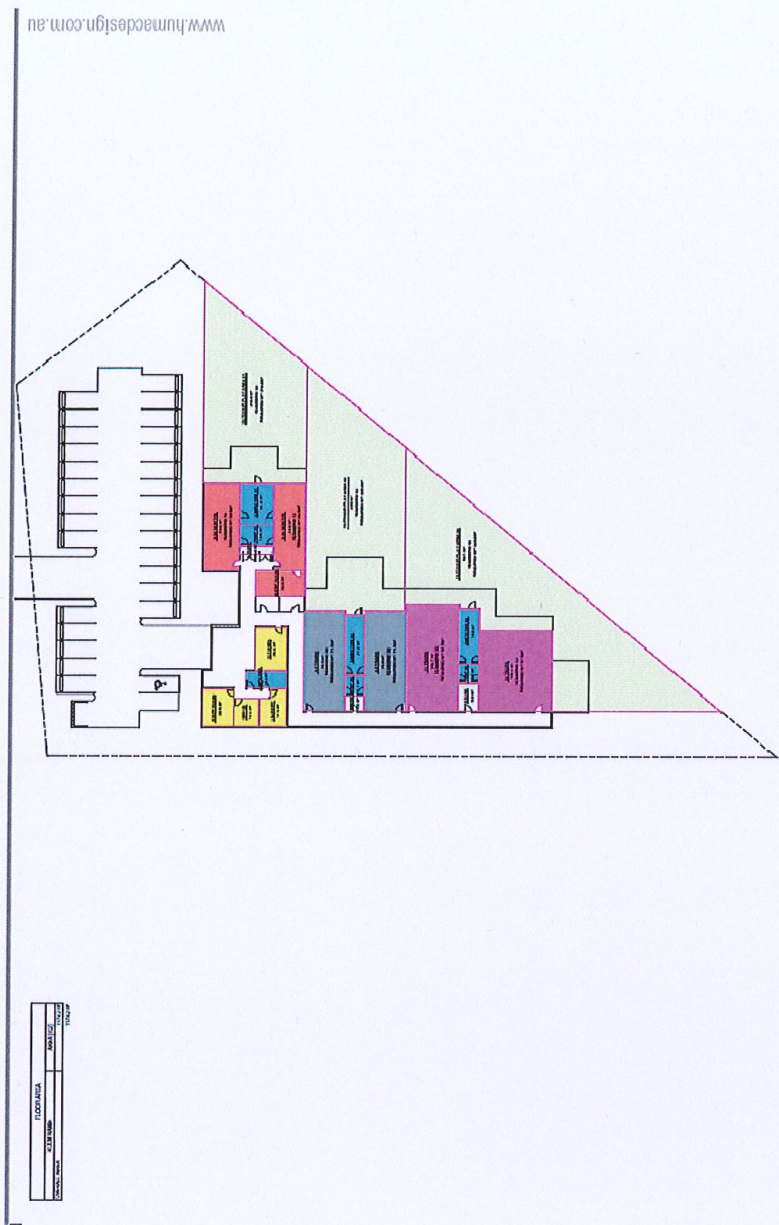


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Mareeba Shire Council

DECISION NOTICE

MCU/22/0017
Page 13



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PROJECT NAME	PROPOSED CHILDCARE
CLIENT	MAREEBA SHIRE COUNCIL
DATE	24/4/2023
SCALE	1:100

PRELIMINARY ONLY
PROPOSED CHILDCARE
 AREA PLAN
 1875-S1004

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 PH: 03 9497 1111

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24/4/2023
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Mareeba Shire Council

DECISION NOTICE

MCU/22/0017
Page 14

Referral Agency Response

RA6-N



SARA reference: 2207-29773 SRA
Council reference: MCU/22/0017
Your reference: 20-14/001183

24 March 2023

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

Attention: Brian Millard

Dear Sir/Madam

SARA referral agency response—47 Anzac Avenue, Mareeba

(Referral agency response given under section 58 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 14 October 2022.

Response

Outcome:	Referral agency response – with conditions
Date of response:	24 March 2023
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 for Childcare Centre
SARA role:	Referral agency	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4 (Planning Regulation 2017)	

Page 1 of 5

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

Mareeba Shire Council

DECISION NOTICE

MCU/22/0017
Page 15

2207-29773 SRA

Development application for a material change of use of premises within 25m of a state-controlled road

SARA reference: 2207-29773 SRA
Assessment manager: Mareeba Shire Council
Street address: 47 Anzac Avenue, Mareeba
Real property description: Lot 53 on SP204554
Applicant name: Giuliano Cordenos, Gina Cordenos and Stephen Cordenos
Applicant contact details: C/- Planning Plus
PO Box 399
REDLYNCH QLD 4870
info@planningplusqld.com.au

Human Rights Act 2019 considerations: A consideration of the 23 fundamental human rights protected under the *Human Right Act 2019* has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

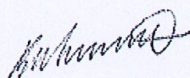
Representations

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 Sue Lockwood, Senior Planning Officer, on 40373214 or via email CairnsSARA@dsdilgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Brett Nancarrow
Manager (Planning)

cc Giuliano Cordenos, Gina Cordenos and Stephen Cordenos, info@planningplusqld.com.au
enc Attachment 1 - Referral agency conditions
Attachment 2 - Advice to the applicant
Attachment 3 - Reasons for referral agency response
Attachment 4 - Representations about a referral agency response provisions

State Assessment and Referral Agency

Page 2 of 5

Mareeba Shire Council

DECISION NOTICE

MCU/22/0017
Page 16

2207-29773 SRA

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)

No.	Conditions	Condition timing
Material change of use		
10.9.4.2.4.1 – Material change of use of premises within 25m of a state-controlled road—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) Noise attenuation measures must be designed to achieve the following maximum internal acoustic levels for all indoor education areas, indoor play areas and sleeping rooms in a childcare centre: <ul style="list-style-type: none"> • ≤35 dB(A) L_{eq} (1 hour) (maximum hour over 24 hours). (b) RPEQ certification must be provided to the Cairns Corridor Management Unit at Far.North.Queensland.IDAS@tmr.qld.gov.au within the Department of Transport and Main Roads, confirming that the development has been constructed in accordance with parts (a) of this condition.	(a) Prior to obtaining a development approval for building works. (b) Prior to commencement of use and to be maintained at all times.
2.	(a) Stormwater management of the development must not cause worsening to the operating performance of the state-controlled road, such that any works on the land must not: <ul style="list-style-type: none"> (i) create any new discharge points for stormwater runoff onto the state-controlled road corridor; (ii) concentrate or increase the velocity of flows to state-controlled road corridor. 	At all times.
3.	Direct access is not permitted between the Kennedy Highway and the subject site.	At all times.

State Assessment and Referral Agency

Page 3 of 5

Mareeba Shire Council

DECISION NOTICE

MCU/22/0017
Page 17

2207-29773 SRA

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) (version 3.0). If a word remains undefined it has its ordinary meaning.
2.	<p>Advertising device</p> <p>If the childcare centre development is proposing to erect an advertising device that will be visible from a state-controlled road advice should be sought from the Department of Transport and Main Roads (DTMR) to ensure that the advertising device visible from a state-controlled road, and beyond the boundaries of the state-controlled road, is unlikely to create a traffic hazard for the state-controlled road.</p> <p>Note: DTMR has powers under section 139 of the Transport Operations (Road Use Management - Accreditation and Other Provisions) Regulation 2015 to require removal or modification of an advertising sign and / or a device which is deemed to create a danger to traffic.</p>

State Assessment and Referral Agency

Page 4 of 5

Mareeba Shire Council

2207-29773 SRA

Attachment 3—Reasons for referral agency response*(Given under section 58(7) of the Planning Act 2016)***The reasons for the SARA's decision are:****With conditions the proposed development:**

- 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-controlled roads, road transport infrastructure, public passenger transport infrastructure or active transport infrastructure
- does not adversely impact the function and efficiency of state-controlled roads or future state-controlled roads
- does not adversely impact the state's ability to plan, construct, maintain, upgrade or operate state-controlled roads, future state-controlled roads or road transport infrastructure
- does not significantly increase the cost to the state to plan, construct, upgrade or maintain state-controlled roads, future state-controlled roads or road transport infrastructure
- protects community amenity from significant adverse impacts of environmental emissions generated by road transport infrastructure or vehicles using state-controlled roads.

Material used in the assessment of the application:

- the development application material and submitted plans
- *Planning Act 2016*
- *Planning Regulation 2017*
- the SDAP (version 3.0), as published by SARA
- the Development Assessment Rules
- SARA DA Mapping system
- State Planning Policy mapping system
- section 58 of the *Human Rights Act 2019*

Attachment 4—Representations about a referral agency response provisions*(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.

DECISION NOTICE

MCU/22/0017
Page 20

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.

Page 2 of 2

Mareeba Shire Council

Appeal Rights

PLANNING ACT 2016 & THE PLANNING REGULATION 2017

Chapter 6 Dispute resolution**Part 1 Appeal rights****229 Appeals to tribunal or P&E Court**

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

(Refer to Schedule 1 of the Planning Act 2016)

- (2) An appellant may start an appeal within the appeal period.
- (3) The **appeal period** is –
- (a) for an appeal by a building advisory agency – 10 business days after a decision notice for the decision is given to the agency; or
 - (b) for an appeal against a deemed refusal – at any time after the deemed refusal happens; or
 - (c) for an appeal against a decision of the Minister, under chapter 7, part 4, to register premises or to renew the registration of premises – 20 business days after a notice is published under section 269(3)(a) or (4); or
 - (d) for an appeal against an infrastructure charges notice – 20 business days after the infrastructure charges notice is given to the person; or
 - (e) for an appeal about a deemed approval of a development application for which a decision notice has not been given – 30 business days after the applicant gives the deemed approval notice to the assessment manager; or
 - (f) for any other appeal – 20 business days after a notice of the decision for the matter, including an enforcement notice, is given to the person.

Note –

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

- (4) Each respondent and co-respondent for an appeal may be heard in the appeal.
- (5) If an appeal is only about a referral agency's response, the assessment manager may apply to the tribunal or P&E Court to withdraw from the appeal.
- (6) To remove any doubt. It is declared that an appeal against an infrastructure charges notice must not be about-

- (a) the adopted charge itself; or
- (b) for a decision about an offset or refund-
 - (i) the establishment cost of trunk infrastructure identified in a LGIP; or
 - (ii) the cost of infrastructure decided using the method included in the local government's charges resolution.

230 Notice of appeal

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

231 Other appeals

- (1) Subject to this chapter, schedule 1 and the P&E Court Act, unless the Supreme Court decides a decision or other matter under this Act is affected by jurisdictional error, the decision or matter is non-appealable.
- (2) The *Judicial Review Act 1991*, part 5 applies to the decision or matter to the extent it is affected by jurisdictional error.
- (3) A person who, but for subsection (1) could have made an application under the *Judicial Review Act 1991* in relation to the decision or matter, may apply under part 4 of that Act for a statement of reasons in relation to the decision or matter.
- (4) In this section –
decision includes-
 - (a) conduct engaged in for the purpose of making a decision; and

DECISION NOTICE

MCU/22/0017
Page 23

-
- (b) other conduct that relates to the making of a decision; and
 - (c) the making of a decision or failure to make a decision; and
 - (d) a purported decision ; and
 - (e) a deemed refusal.

non-appealable, for a decision or matter, means the decision or matter-

- (a) is final and conclusive; and
- (b) may not be challenged, appealed against, reviewed, quashed, set aside or called into question in any other way under the Judicial Review Act 1991 or otherwise, whether by the Supreme Court, another court, a tribunal or another entity; and
- (c) is not subject to any declaratory, injunctive or other order of the Supreme Court, another court, a tribunal or another entity on any ground.

232 Rules of the P&E Court

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

Mareeba Shire Council

Brian Millard

Subject: FW: MCU/22/0017 - MCU - Child Care Centre - 47 Anzac Ave Mareeba - G and G Cordenos and S Cordenos - Negotiated Decision Notice Request

From: Evan Yelavich <Evan@planningplusqld.com.au>

Sent: Wednesday, 14 June 2023 7:17 AM

To: Brian Millard <BrianM@msc.qld.gov.au>; Carl Ewin <CarlE@msc.qld.gov.au>

Subject: RE: MCU/22/0017 - MCU - Child Care Centre - Decision Notice and Adopted Infrastructure Charges Notice - 47 Anzac Ave Mareeba - G and G Cordenos and S Cordenos

Hi Brian/Carl,

I refer to the above Decision Notice and provide the following change representations under Section 75 of the Planning Act 2016.

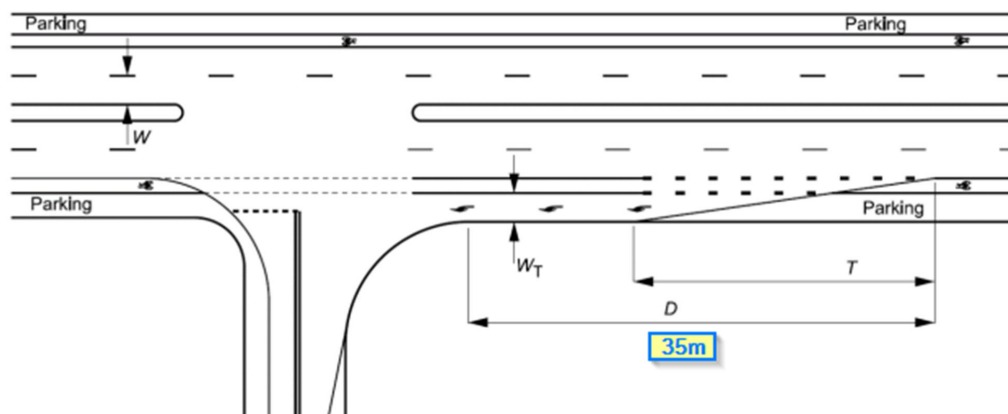
4.8 Anzac Avenue widening

4.8.1 The applicant/developer must widen the Anzac Avenue sealed pavement by 4.5 metres on the development side, commencing at the eastern end of the existing kerb and channel and extending for a distance of 50 metres to the east/ in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.

4.8.2 Kerb and channel is to be provided on the development side, for the entire length of the widening required under 4.8.1.

Advice from the applicant's traffic engineer is that there is no engineering basis for the prescribed extent of road widening. The advice is that if a left turn treatment was required here in the future, an AUL(S) would be the appropriate treatment. An AUL(S) requires 35m which fits neatly within the current road with the access at the current location.

Figure 8.11: Auxiliary left-turn treatment [AUL(S)] on the major leg of an intersection



Notes:

For setting out details of the left-turn geometry, use vehicle turning path templates and/or the details in Table 8.4. Approaches to left-turn lanes can create hazardous situations between cyclists and left-turning vehicles. Treatments to reduce the number of potential conflicts at left-turn slip lanes are given in AGRD Part 4 Section 9. The holding line is typically placed in prolongation of the kerb line or edge line, however, it may be set back if there is a problem with the design vehicle over-running the holding line, or if it is desired to hold vehicles back some distance from the intersecting roadway (AS 1742.2 - 2009). The setback needs to be balanced such that sight distance is not negatively impacted to create a safety issue and the needs of pedestrians is met.

Values of D and T are provided in Table 8.4 and the dimensions of the treatment are defined as follows:

- W = Nominal through lane width (m) (incl. widening for curves). For a new intersection on an existing road, the width is to be in accordance with the current link strategy.
- W_T = Nominal width of turn lane (m) (incl. widening for curves based on the design turning vehicle) = 3.0 m minimum.
- T = Physical taper length (m) given by:

$$T = \frac{0.33V W_T}{3.6}$$
- V = Design speed of major road approach (km/h).

Source: Department of Transport and Main Roads (2006).

Table 8.4: Dimensions for D and T in AUL(S) treatment

Design speed of major road approach (km/h)	Diverge/deceleration length D (m) ⁽¹⁾	Taper length T (m) ⁽²⁾
50	20	20
60	25	20
70	35	30
80	45	30
90	55	40

1 Based on a 20% reduction in through road speed at the start of the taper and a value of deceleration of 3.5 m/s² (Table 5.2). Adjust for grade using the 'correction to grade' factor in Table 5.3.
 2 Based on a turn lane width of 3.0 m and a bicycle lane width of 1.5 m.

On the above basis, and the fact that the prescribed widening is situated beyond the road frontage of the site, the subject condition is considered unreasonable.

Notwithstanding, the applicant advises that they would be willing to accept a condition requiring additional road widening if the works were considered trunk works and were fully creditable/reimbursable. It is noted that the Mareeba Shire LGIP identifies Anzac Avenue is an existing Higher Order Local Road and the road clearly serves a

trunk function. Any upgrades to this road are therefore considered to be trunk works where they are not required directly as a result of the proposed development.

In summary, we request that the condition requiring the additional road widening and kerb and channel be removed or changed such that the works are identified as being trunk works.

We trust this information is sufficient for your purposes but please advise if you require any further information.

Regards

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8.4 PROPOSED AMENDMENT TO PLANNING SCHEME POLICY 4 - FNQROC REGIONAL DEVELOPMENT MANUAL

Date Prepared: 28 June 2023

Author: Senior Planner

Attachments: 1. [Summary of Proposed Amendments](#) ↓

EXECUTIVE SUMMARY

The Far North Queensland Regional Organisation of Councils (FNQROC) has recently undertaken a review of the regional development manual. The FNQROC Regional Development Manual is Planning Scheme Policy 4 of the Mareeba Shire Council Planning Scheme 2016.

The development manual provides a comprehensive set of guidelines for carrying out various civil engineering works within the FNQROC member Council's local government areas.

The purpose of these latest amendments (referred to as proposed Issue 9) is to ensure the manual continues to be functional and up to date and to provide a consistent set of standards to which all can refer.

This proposed revision includes all recommended amendments from the submissions received.

RECOMMENDATION

That Council:

1. Amends the Planning Scheme Policy 4 - FNQROC Regional Development Manual in accordance with Section 22 of the Planning Act 2016 and Chapter 3 Minister's rules for making and amending a planning scheme policy; and
2. Proceeds to public consultation of the proposed amendments as required under Chapter 3 Minister's rules for making and amending a planning scheme policy.

BACKGROUND

Council adopted the FNQROC Regional Development Manual (Issue 8) as a Planning Scheme Policy at its meeting on 14 October 2020 and the policy took effect from 21 October 2020. Planning Scheme Policy 4 - FNQROC Regional Development Manual supports the Mareeba Shire Council Planning Scheme 2016.

RISK IMPLICATIONS**Infrastructure and Assets**

The risk of not continually updating the manual is that Council will eventually have a manual that is not functional in providing a consistent set of relevant standards to which all can refer.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

In accordance with Chapter 3 Minister's rules for making and amending a planning scheme policy (PSP), the proposed amendments must be advertised for a minimum of 20 business days during which the community and industry groups may make comment.

During this time, two (2) workshops will also be undertaken with the development industry to explain the changes.

A summary of the proposed amendments is attached to this report (**Attachment 1**). To reduce the bulk / size of this report, it was deemed impractical to include a copy of all proposed amendments as an attachment to this report.

Following the public notification process and review of submissions, a further report will be presented to Council for adoption of the manual amendments.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil.

Operating

Nil.

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

Internal

Representatives from each of the local governments continually work together to review and make amendments to the manual. This is an ongoing process to ensure the manual is contemporary and reflects the needs of the users.

External

Public consultation of the proposed amendment is currently planned to commence on Saturday 12 August 2023 and conclude Friday 15 September 2023. During this time, two workshops will be undertaken with the development industry to explain the changes. The process and timing for the amendment to the Manual is consistent across all FNQROC Councils. The public notification period across all FNQROC Councils is also aligned.

Following the public consultation and subsequent review of submissions received on the proposed amendments, a Consultation Report will be presented to Council, prior to the consideration and adoption of the amendments.

Item	Section	Title	Amend / New / Removal	Description	Comments	Action	Submissions on proposed changes	Recommendation
Application Procedures (AP1)								
1	MISC	Reporting	Add	All operational works applications are to be provided with a Safety in Design Report and Safe Systems Assessment. Add 9. For clarity, landscapers are responsible for 'soft scope' and RPEQs are responsible for structural components i.e. footpaths, buffer mounds etc. 10. RPEQs are required to verify that the operational works design complies with the FNQROC Development Manual.	Added to try and resolve submission from UDIA regarding RPEQ vs Landscaper	Not recommended		
2	AP1.01	Introduction	add			Recommended		
3	Landscaping generally		Amend.	Currently an RPEQ is required to lodge landscaping drawings and be involved in presiar/work acceptance. Very few RPEQ's would be experts in landscaping matters and it seems contradictory to have an RPEQ responsible for matters they are not proficient in	Recommend that a Landscape Architect is required for landscaping matters and remove the need for an RPEQ to be involved.	amendments recommended to try and resolve this.		
4	AP1.08 (1)(f-g)	Application Procedures Supporting Information	Amend	Remove reference to "IDAS" forms and replace with "Development application forms" or "DA Forms" Proposed to include a new minimum report requirements. NEW Insert new clause 9 after 8 as follows: 9. A water network report must be submitted, including the following items as a minimum: •Locality map clearly identifying the current stage under application and the full development extent •Updated Masterplan for the entire development site with each submitted stage •Node and Link Identification layout •Demand Calculations (Ultimate Development and Current Stage) •Identification of external demand impacting on the development site •Boundary Conditions •Assumptions •Minimum, Maximum and Fire Flow Scenario (2/3 Peak Hour and Peak Hour) Pressure Results •Velocity Results •Capacity calculations for impacted reservoirs and pumps stations •Summary of deficiencies that need addressing and proposed resolutions •Description of operational setpoints and operating methodology (pumps and pressure reducing valves). All results are to be provided in legible figure format, with results and input data provided in	Proposed change to refer to current application form	Recommended		
5	AP1.08	Design Guidelines Water Reticulation General New Clause	New		This amendment is proposed by CRC's modelling team. In the past, it has been observed that many developers do not include the average day (AD), peak day (PD), peak hour (PH) demand calculations in their submissions, mainly when submissions for individual stages are made. This new clause is seeking to improve the quality of water supply reports beings submitted. The Design Report section under AP1.08 maybe a suitable alternative place for it rather than D6.05	Recommended		

6	AP1.08	Design Guidelines Sewerage System General	New	<p>NEW</p> <p>Add new item 5 after 4, as follows:</p> <p>5. A sewer network report must be submitted, including the following items as a minimum:</p> <ul style="list-style-type: none"> •Locality map clearly identifying the current stage under application and the full development extent •Updated Masterplan for the entire development site with each submitted stage •Node and Link Identification layout •Load Calculations (Ultimate Development and Current Stage) •Identification of external loads impacting on the development site <ul style="list-style-type: none"> •Assumptions •Proposed pipe grades layout •Peak Dry Weather Flow and Peak Wet Weather Flow Depth and Velocity Results •Pump System and Emergency Storage Analysis •Capacity calculations for impacted downstream sewers and pump stations and proposed resolutions •Description of operational setpoints and operating methodology (pumps). <p>All results are to be provided in legible figure format, with results and input data provided in table format in an Appendix.</p>	<p>This amendment is proposed by CRC's modelling team.</p> <p>Minimum reporting requirements for sewerage. The Design Report section under AP1.08 maybe a suitable alternative place for it rather than D7.05</p>	Recommended			
Construction Procedures (CP1)									
7	CP1.01	Introduction	Add	<p>Add points</p> <p>4. For clarity, landscapers are responsible for 'soft scope' and RPEOs are responsible for structural components i.e. footpaths, buffer mounds etc.</p> <p>5. RPEOs are required to verify that the works have been completed or otherwise in the Works Acceptance Inspection Checklist and final acceptance checklist.</p>	<p>Added to try and resolve submission from UDIA and Aurecon regarding RPEQ vs Landscaper</p>	recommended			
8	OFF Maintenance / Development defects		Amend.	<p>Council has begun defecting developments at off maintenance for 3rd party activities (i.e., skip bins on verges, owners using astroturf on verges, owners building planter boxes around street trees, gardens boxed out for landscaping trip hazard etc). In addition, council has begun insisting verges are 'weed free', mown and edged prior to final works acceptance. There is no where in FNQROC where this is a requirement. The requirement is for 80% grass cover. Again, while houses are under construction, verges, no longer in the control of the developer, may have less than 80% cover due to building works. The developer is no longer the owner and has no control over these matters.</p>	<p>We need clarification for council staff what is and what is not a defect or the developers responsibility. 80% grass cover is a requirement of the Final Acceptance Checklist, contained in CP1 at Appendix H, page 1 of 3 D9.06 also related to verges and is silent on weeds</p>	comments noted and raised with council			

9	CP1	entire document	amend	Replace Registered Surveyor (Consulting) with Registered cadastral surveyor. The surveyors board considers the term "Consulting" as being an endorsement that is only available to registered surveyors that also have a cadastral endorsement. Additionally, the Surveyors Boards own guidelines state if a certification is required regarding the location of any building, improvement, or utility in relation to a property boundary, this should be provided by a registered cadastral surveyor. Based on the above, we believe the definition of a Surveyor should be updated to reflect the correct qualification requirements, as currently a registered surveyor without the necessary endorsements would not actually be in breach of the board's definition for	Alternative recommended		
10	CP1	entire document	add	add description of Surveyor as Appropriately Qualified Surveyor in accordance with the Surveyors Act AND simply use the term Surveyor	Recommended+H1 4		
11	Construction Procedures	entire document	amend	amend to reflect Registered Surveyor (Old) or Registered Cadastral Surveyor (Old)	Recommended		
12	Construction Procedures	entire document	Amend	Remove words "Annual Recurrence Interval" and "API" located in document. Substitute with "Annual Exceedance Probability" and "AEP" equivalent. See webpage http://www.bom.gov.au/water/designRainfalls/#sect1q5 for conversions	Recommended		
13	Construction Procedures	entire document	Amend	Remove "facsimile" from entire document	Recommended		
14	Landscaping generally		Amend.	Currently an RPEQ is required to lodge landscaping drawings and be involved in prestart/works acceptance. Very few RPEQs would be experts in landscaping matters and it seems contradictory to have an RPEQ responsible for matters they are not proficient in	amendments recommended to try and resolve this.		

15	CP1	Construction Procedures	Amend whole section to reflect that Op Works can include Landscaping works applications.	Where the Op Works application is for Landscaping works and are designed and run by Landscape Architects, an RPEQ does not need to be involved (and doesn't want to be involved). Amend the requirements so that the LA has the responsibilities and duties of the RPEQ in these Approvals. If the Landscape works include elements designed by an RPEQ, they can provide support to the LA at the appropriate times.			amendments recommended to try and resolve this.		
16	CP1.13(1)	Construction Procedures Erosion and Sediment Control	Amend	Erosion and sediment control plans must address Engineering Best Practice, the Environment Protection Act and other relevant portions of the FNQROC Development Manual			already in the manual		
17	CP1.19	Introduction	Amend.	CP1.19 section 4 states the date of works acceptance will be the date of the issue of the certificate. This needs additional clarification as recently, Council undertook a works acceptance inspection and subsequently issued the certificate 2 months later. This has resulted in arguments over 3rd party damage. We do not consider that CP1.19, CP1.25 and CP 1.26 contemplated such a delay between the inspection and issue of the certificate.	Reward that the DATE of the SUCCESSFUL Works Acceptance inspection is the date that will be provided on the certificate.		Not recommended		
18	CP1.25 (2d)	Project Documentation	Amend.	CP1.19 section 4 states the date of works acceptance will be the date of the issue of the certificate. This needs additional clarification as recently, Council undertook a works acceptance inspection and subsequently issued the certificate 2 months later. This has resulted in arguments over 3rd party damage. We do not consider that CP1.19, CP1.25 and CP 1.26 contemplated such a delay between the inspection and issue of the certificate.	Reward that the DATE of the SUCCESSFUL Works Acceptance inspection is the date that will be provided on the certificate.		Not recommended		
19	CP1.26	Works Acceptance inspection	Amend.	CP1.19 section 4 states the date of works acceptance will be the date of the issue of the certificate. This needs additional clarification as recently, Council undertook a works acceptance inspection and subsequently issued the certificate 2 months later. This has resulted in arguments over 3rd party damage. We do not consider that CP1.19, CP1.25 and CP 1.26 contemplated such a delay between the inspection and issue of the certificate.	Reward that the DATE of the SUCCESSFUL Works Acceptance inspection is the date that will be provided on the certificate.		Not recommended		
20	CP1.26 4©	Works Acceptance inspection	amend	c.the above listed items are in accordance with the approved drawings, Council's technical specifications and accepted engineering and landscaping practice works .			Recommended		

21	CP1.27 (4)	Construction Procedures Early Plan Approval and Bonding of Uncompleted Works	Remove	Upon confirmation that the above matters have been completed, the Applicant or Engineer shall submit the deed of agreement to Council containing the following Remove words "Deed of Agreement" located in CP1.27 (4). Substitute with "the following documentation"	Remove reference to redundant document	recommended		
22	CP1.28	Plan of Survey should be Plan of Subdivision now				recommended		
23	CP1.28 (1)	Construction Procedures Approval of plan of survey	Amend	1. Where operational works are associated with the reconfiguration of land or creation of new titles the Applicant is required to submit plan of survey which accords with the proposal plan approved by Council, suitable for deposit in the office of the Registrar of Titles and duly certified by a Registered Surveyor (Consulting Cadastral), together with 4 copies of the plan , and a completed application form for approval of survey plans, building units, or group titles plan within 2 years from the date of approval of engineering drawings and specifications for subdivisions involving works. Change "4 copies of plans" to "legible electronic plan"		recommended		
24	Appendix	Appendix	New	Checklist for plan of subdivision Insert section 8 of "Application form - approval of plan of subdivision" - Add the checklist	Insert section 8 of "Application form - approval of plan of subdivision" - Add the checklist	Not recommended		
25	CP1.28 (3)	Construction Procedures Approval of plan of survey	Amend	The application form and plans, certificate(s) of compliance for any water, sewer reticulation and stormwater drainage system (including CCTV survey), together with the relevant fee are to be lodged with Council. The checklist in Appendix X defines relevant information to be lodged with an application.	Linked to appendix O	Not recommended		
26	CP1.29			Does not say anything about verges being freshly mowed, weed free, free of residential home builders materials		commentary		
27	CP1.30			Does not say anything about verges being freshly mowed, weed free, free of residential home builders materials (editor note - think this is linked to comment on council process rather than DM)		no action		
28	CP1 Appendix G	Construction Procedures Appendix G Works Acceptance Inspection Checklist	Multiple amendments to Appendix G	Inclusions of more definitions of defects in multiple asset categories including stormwater drainage system, ESC, sewer reticulation, footpaths, lighting, building and other. Ref Doc No. 7055285		recommended		

29	not (S5.25) - sits in CP1	Thrust Blocks	New	<p>NEW</p> <p>7. The Contractor shall provide certification that the anchor/trust blocks have been constructed in accordance with the design and the certification shall be witnessed and accepted (counter-signed) by the Superintendent.</p>	Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.	not recommended			
30	not (S5.27) - sits in CP1	Backfilling and Compaction	New	<p>NEW</p> <p>9. Backfilling shall not be started until all tests and inspections have been carried out and until the Superintendent has given written approval.</p>	Proposed amendments from CRC Design and Delivery team and are based on information included in Council contracts. These amendments make FNQROC consistent with practices used for capital works.	Not recommended			
31	CP1 Appendix H	Construction Procedures Appendix H Final Works Acceptance Inspection Checklist	Multiple amendments to Appendix H	Inclusions of more definitions of defects in multiple asset categories including ESC, new categories/headings for concrete works, lighting/electrical and landscaping.	Ref Doc No. 7055293	recommended			
32	CP1 Appendix P	Construction Procedures Appendix P "As-constructed Data"		Digital data as cons trunk flag in attribute data in Appendix P for all asset classes	Ricky Hewitt: This appears to be an asset management request. Spoke to Steve Albrecht. They would like this flag of "Trunk" or "Reticalation" being a Compulsory Attribute	Held over to be considered in issue 10			
33	CP1 Appendix P		Amend	Various amendments made to include ACDC as the submission platform for as-constructed for CRC		Recommended			
34	CP1 Appendix P (19)	Construction Procedures Appendix P "As-constructed Data" 19. Attribute Information Requirements 1) Water	Amend	<p>AMEND</p> <p>Amend Sect 19 Attribute Information Requirements 1) Water</p> <p>Under a. Mains amend item i. as follows: i) Nominal Pipe diameter</p>	This amendment was requested by Asset Management	Recommended			
35	CP1 Appendix P (19)	Construction Procedures Appendix P "As-constructed Data" 19. Attribute Information Requirements 2) Sewer	Amend	<p>AMEND</p> <p>Amend Sect 19 Attribute Information Requirements 2) Sewer</p> <p>d. Sewer Pipes Under compulsory attributes make i) Size - Interneal Nominal Diameter of pipeline is connected to.</p>	This amendment was requested by Asset Management	Recommended			
Road Geometry (D1)									
36	D1.01(2)	Design Guidelines Road Geometry Scope	Amend	Replace IPWEA "Street Design Manual" with most recent document being Institute of Public Works and Engineering Australia Queensland (IPWEAQ) Street Design Manual Walkable Neighbourhoods 2020		recommended			
37	D1.03	Reference documents	Amend AS2890 to AS/NA 2890			Recommended			

38	D1.03	Reference documents	Add "Disability (Access to Premises - Buildings) Standards				Recommended		
39	D1.03	Reference documents	Add "Planning Regulations - Schedule 12A Parts 1 - 3				Not recommended		
40	D1.03	Reference Documents	Consider inclusion of IPWEQ Lower Order Road Design Guidelines	A great percentage of the rural roads have AADT < 50, which a higher level of specs would only make the maintenance more expensive for Council and unviable for Developers to develop.			Recommended		
41	D1- table D1.1	Table D1.1 Street and Road Hierarchy - Deemed to Comply Requirements, Lighting category	1. Lighting Category as per the table rather than V5 for type 3. 3. Remove footnote 16.				Recommended		
42	D1.09 Table D1.1	Design Guidelines Road Geometry Street and Road Hierarchy	Amend	Table D1.1 Street and Road Hierarchy - Deemed to Comply Requirements Amend. Access Place to include footpath on one side as per Street Design Manual: Walkable Neighbourhoods Section 2.3.3	https://www.in.gov.au/files/media/original/005/01c/13a/e67/D1-Road-Geometry---Operational-Works-Design-Manual-V8.pdf #6477100-Street-Design-Manual-Walkable-Neighbourhoods-2020-IPWEAQ		Recommended		
43	D1.09 Table D1.1	Design Guidelines Road Geometry Street and Road Hierarchy	New	Collector Road - Major - Add footpath both sides			Recommended		
44	D1.09 Table D1.1	Design Guidelines Road Geometry Street and Road Hierarchy	Amend	Design speed listed is 30km/hr for Access Street. Proposed is 50km/hr and amend Note 14 accordingly		50km/h is more in alignment with current MUTCD	Not recommended		
45	D1.09 Table D1.1	Design Guidelines Road Geometry Street and Road Hierarchy	New	Include within the table, characteristics for: - Residential Frontage Access (RFA) - Intersection spacing (minimum), and - On-road Cycling Facilities (min)			Recommended		
46	D1.14 (1)	Design Guidelines Road Geometry Cui-de-sac Turning Areas	Amend	AMEND Amend clause 1 items a and c, as follows: a. In urban areas where lots are or will likely be serviced by a waste collection service, three-point turns (T-Heads) will not be permitted, without the prior consent of Council. Council may review site specific alternatives where topography and site constraints exist, however it must be demonstrated by the consultant how the waste collection service can collect waste bins in forward gear for the adjacent lots. b. Where..... c. All dead end roads whether permanent or temporary between stages of multi-stage subdivision, must have a turning circle and not a Tee.	This amendment is to ensure that a waste collection vehicle can access and turnaround safely when undertaking its collection service. Often it is found that T head do not allow a waste collection vehicle to enter and exist safely due to parked cars and other obstructions. A turnaround where the truck can operate in forward gear enables efficient collection of waste bins. In some instances a waste collection service cannot be provided if it cannot access the frontage.		Alternative wording recommended		

47	D1.14(1)	Design Guidelines Road Geometry Cui-de-sac Turning Areas	Amend	Amend. Section 1. a. to state "Three-point turns (T-Heads and Y-Heads) will not be permitted without the prior consent of Council. Council may review site specific alternatives where topography and site constraints exist".	https://www.fnqroc.qld.gov.au/files/media/original/005/01c/13a/e67/D1-Road-Geometry---Operational-Works-Design-Manual-V8.pdf	Alternative wording recommended		
48	D1.17(4) driveway access standards		Amend.	Recommend that FNQROC notes that AS2890.1 does not apply to residential lots AS2890.1 Clause 3.2.3a - All residential lots are entitled to access irrespective of the constraints of location	Recently Cairns regional Council has become concerned with driveway accesses and trying to apply AS2890.1 in situations where the Standard simply does not apply. Conditions have been made at Operational Works which are attempting to override ROL approvals. This situation needs resolving as the Council officers have advised RPEQ's that the RPEQ is not interpreting the Standard correctly. The Standard relates to intersections. The officers are applying the Standards to corners. See attached commentary and additional information.	alternative recommended after must to should		
49	D1.19	Pathways	Include the definition of access pathways	Definition of access pathway should be included in the manual. Is it the same as pathway link?		Not recommended		
50	D1.19(10) Table D1.3	Design Guidelines Road Geometry Pathways	Amend	Item 10 and Table D1.3 Table d1.3 - Access Place - 2.0m pathway one side		recommended		
51	D1.19(10) Table D1.3	Design Guidelines Road Geometry Pathways	add	Collector Streets and 2.0m wide pathway on both sides of reserve	To be consistency with Table D1.1	Recommended		
52	D1.19(9)	Design Guidelines Road Geometry Pathways	Amend	item 9 needs to make provision for a kerb ramp - see diagram at # 702 3924 - clash between kerb ramp and catch pit		Recommended		
53	D1.21(9)	Design Guidelines Road Geometry Kerb & Channel	Amend	Item 9 refers to Access ramps change to kerb ramps		Recommended		

54	D1.26	Design Guideline D9	New Clause	<p>D1.26 TRANSPORT NOISE MANAGEMENT</p> <p>1. Where sensitive land use developments are located adjacent to an existing or planned sub-arterial or arterial road, an acoustic barrier fence shall be installed along the full development frontage of the road corridor.</p> <p>2. Noise barriers must be high and long enough to block the view of traffic on the road. Minimum required height is 1.8m.</p> <p>3. The minimum acceptable material surface density for noise barriers is 10-15kg/m².</p> <p>4. Noise ameliorating barriers shall be wholly contained within the development site, including footings/piling associated with the barrier, and shall be owned and maintained by the private land owner.</p> <p>5. Noise barrier designs shall be certified by a suitably qualified acoustic consultant and where required, a RPEQ structural engineer.</p> <p>6. Additional strategies for mitigating noise impacts from adjacent sub-arterial or arterial transport corridors may include site design, building design/layout, building treatments and dense landscaping.</p> <p>7. Adopted strategies for noise mitigation must have no adverse effect on the safety and operational integrity/efficiency of the road corridor.</p>	Alternative recommended		
55	NEW	Council sound attenuation fence	Amend	<p>Currently a double picketed fence with no gaps is the usual provision for sound attenuation. The section needs clarification if council roads require a drawing/specification.</p>	Commentary	We recommend formalising the double picketed fence as the standard and alternatives may be acceptable upon application.	
56	Table D1.4	Rural Road Elements	<p>1. The width of pavement and seal for rural road with AADT>100, should be 8m to cover shoulders and minimise future maintenance (Cook Specific if other Councils willing to keep 6.5m)</p> <p>2. suggest for AADT less than 50 VPD, as per IPWEA Lower Order Road Design.</p>	Recommended	Recommended		
Site Regrading (D2)							
57	D2.03	Design Guidelines Site Regrading Reference Documents	Amend	<p>Include the document "Best Practice Erosion and Sediment Control (BPESC)" by the International Erosion Control Association</p>	Recommended		
58	D2.17 (4)		<p>Conflicts with D9.06. D9.06 requires grassed verges in accordance with Councils minimum standards and Specifications, D2.17 (4) says "footpath areas, batters and distributed areas including allotments are to be trimmed and drill seeded with an approved grass. Various through the manual, it states grass cover to be 80% including the Final Acceptance Inspection Checklist (under ESC)</p>	recommended	See doc No. 7048750		
Road Pavements (D3)							
59	Table D3.2 and D3.09	Pavement	Amend		no action	Appears to be disconnect. Please review.	
60	D3.11 (1)	Flexible Pavements	Flexible pavements shall be designed in accordance with AUSTROADS publications Part 2:	Typo error	Recommended		
61	D3.13 (a)	Bitumen wearing surface	14mm/10 for Cook Shire	Cook Specific	Recommended		
62	D3.15 (3)	ASPHALTIC CONCRETE	All roads greater than 10% CV shall have a 10mm Primer seal ...	include "CV" after 10%	Recommended		

63	D3.16	Subsoil Drains	Add: (i) locations near shore lines and under the Highest Astronomical Tide (HAT)																
Stormwater Drainage (D4)																			
64	D4.02(b)	Stormwater	AMEND - States: "...to acceptable levels." to "no worsening" of stormwater conditions.	Stormwater impacts	Change to state "no worsening" of stormwater conditions.														
65	D4.04 (10)	GENERAL	Add: ... extend to a legal point of discharge outside?	Piped drainage system to be extended to the legal point of discharge rather than just the property boundary.															
66	D4	Table 4.3 Recommended Design Average Recurrence Intervals	discussion should we continue with Q5 or adopt Q2 industry standard																
67	D4	Table 4.3 Recommended Design Average Recurrence Intervals	amend table to include AEP																
68	D4.09	PIPES / BOX CULVERTS	Remove: (Fibre Reinforced Concrete(FRC) pipes are not permitted) for Cook	This was added to the previous edition as someone's experience had been that FRC's were quite susceptible to failure as a result of poor installation. So, it was agreed that they should not be utilized across the region. However, Cook had to procure and install a number of FRC's due to the recent supply issues. Suggest to remove this and instead place some measures such as Hold Points to ensure the installation quality.															
69	D4.12 (2)	Open Channels	Maximum side slopes on grass lined open channels shall be 1 in 4, with a preference given to 1 in 6 side slopes. Channel inverts shall generally have maximum cross slopes of 1 in 10.	shouldn't the last sentence be revised to: "Channel inverts shall generally have maximum cross slopes of 1 in 10.?"															
70	D4 Appendix A & B	Design Guideline Stormwater Drainage - Appendix A and B	Amend	Provide updated IFD Rainfall Charts and remove Kerb Inlet Capacity Charts as part of same document.															
Stormwater Quality (D5)																			
71	Commentary on SPP - Water Quality		Has this been resolved and what changes do we need to make to the manual?		Draft commentary currently attached to the DM D5														
Water Reticulation (D6)																			
72	D6.07(1) Table 6.1	Design Guidelines Water Reticulation Design Criteria 1. Flow Parameters Table 6.1 Equivalent Demands	New	NEW Under the Table 6.1 in the notes box. Insert new note 3. after note 2 as follows: 3. The designer can also refer to the LGIP Extrinsic Materials F7 which include density parameters for a range of residential and non-residential zones.	This amendment is proposed by CRC's modelling team. Table 6.1 should also include the EP conversion factor for hotel / accommodation, hospital, school, childcare etc. During development application phase, sometimes the plans for the shops/offices may not be ready and the conversion factor provided in Table 6.1 may not be applicable due to not having GFA. In such a case, the land area instead of GFA will help derive the demand from these developments.														

73	D6.07(2)	Design Guidelines Water Reticulation Design Criteria 2. Pressure Parameters b) Maximum Pressure	New	<p>NEW Insert new note 2. after note 1 as follows: 2. On some sites with varying topography parts of the subdivision may exceed the maximum pressure criteria. Council may consider an application for dispensation where the following applies: a. Where Council considers it impractical to include a PRV for operational reasons. b. Where the number of lots to be serviced by the PRV is less than 10 lots c. Pressure exceedance is not greater than 70m. The consultant should submit a report and associated recommendations for consideration by Council. As a minimum the report should include: a. Reasons for dispensation. b. Details of the pressure zones, lots affected and pressure management.</p>	<p>The clause says the maximum pressure (60 m) location is at the building pad and the Note 1 says, the need of PRV if the pressure in a main exceeds 600 kPa. Sometimes, this criterion cannot be complied due to terrain elevation and the water main layout as seen in Goldsborough Valley development application (DA) despite with one PRV proposed.</p>	recommended		
74	D6.07(3)(b)(iv)	Design Guidelines Design Criteria	Amend	<p>Amendment Include amendment to item iv as follows: "iv. Any proposal to utilise boosted pumping directly from the mains must be supported by evidential justification that a "break tank" is not able to be provided and a hydraulic analysis undertaken by a competent RPEQ confirming that the main is adequately protected from very low pressures (ground water intrusion and implosion) and excessive transient water pressures associated with pump and valve operation (water hammer). "</p>	<p>During a recent discussion with Paul Bates about direct connections for on-lot fire pumps, I realised it may be worth including an additional requirement to emphasise that Council's preference is for a 'break tank' and that information needs to be submitted to convince Council that one is not able to be provided. I thought the addition shown below to clause 3.b.iv. of D6 would address this.</p>	recommended		
75	D6.07(6)	Design Guidelines Water Reticulation Design Criteria 6. Pipeline Parameters	Amend	<p>AMEND In the table change the Friction Equation from "Hazen-Williams" to "Darcy-Weisbach"</p>	<p>This amendment is proposed by CRC's modelling team. Clause 6.07.6 says using Hazen-Williams friction equation for pipe capacity calculation/modelling but for headloss Calculation, Clause 6.07.7 suggests using Darcy-Weisbach roughness values depending on the mean velocity. Both equations give the headloss/friction loss component.</p>	recommended		
76	D6.07(7)	Design Guidelines Water Reticulation Design Criteria 7. Headloss Calculations	Amend	<p>AMEND Replace table with the following: Pipe material Proposed Colebrook White Friction Value Asbestos Cement 0.3 Plastic (UPVC, MDPE, Hobas, etc) 0.15 MSCL/DICL 0.6 CICL 0.6</p>	<p>This amendment is proposed by CRC's modelling team. Clause 6.07.6 says using Hazen-Williams friction equation for pipe capacity calculation/modelling but for headloss Calculation, Clause 6.07.7 suggests using Darcy-Weisbach roughness values depending on the mean velocity. Both equations give the headloss/friction loss component. The existing headloss criteria are for sewer. The table that should be included for water is per #5541644 page 34 (>25 years only as the pipes need to be designed for the long-term). Requires a discussion with the wider FNQROC group with regards to acceptability.</p>	Recommended		
77	D6.07(7)	Design Guidelines Water Reticulation Design Criteria 7. Headloss Calculations	check the wording above the new table - references Darcy-Weisbach but table says Colebrook White Friction Value			Recommended		

78	D6.07(8)	Design Guidelines Water Reticulation Design Criteria 8. Road Crossings	Amend	<p>AMEND Add 2 new points after 3, as follows: 4. Water Road Crossings shall not be directionally drilled unless otherwise approved by Council for the specific site. This is due to inadequate space for making the pipework connection level to the existing main. 5. For a water main crossing of an existing road of standard width it is preferred that the works are undertaken by Council under an Order of Private Works. [This could be CRC specific]</p>	Water Road Crossing are not to be directionally drilled. There has been a number of instances where road crossings are being undertaken as directional bores which make it difficult for the connection work within inadequate space of a standard road reserve. Regarding new clause 5, it is more economical for Council to do the works.	alternative recommended
79	D6.07(8.2)	Design Guidelines Water Reticulation Design Criteria 8. Road Crossings	Amend	<p>NEW AMEND Amend Clause 8.2 as follows: "2. All Road crossings shall be constructed in Ductile Iron Cement Lined pipe (Note: DSC accept PVC)."</p> <p>AMEND Add new item 2 and renumber: 1. 2. Aerial crossings shall only be in DI/CL or stainless steel.</p>	These amendments from Utility Services Water Reticulation. This amendment is a clarification.	Recommended
80	D6.09	Water reticulation	Amend	<p>AMEND and NEW Amend item 10 as follows: 10. In low density rural residential areas, where re-subdivision of lots is proposed (reconfiguration for densification), rider mains are also required by the developer/applicant in accordance with Appendix A5.8. In this case, the rider main must be placed across the full length of frontage to provide connection points for densification on both sides (each side) of the developer/applicant's lot(s). Should a rider main exist on one or both sides of the lot(s), the applicant/developer is required to connect to that rider main as well as providing full frontage coverage himself."</p> <p>11. In rural residential areas a subdivision development shall be provided with at least two feeds for security of supply.</p>	This amendment is proposed by CRC's modelling team. The historical low density residential classification had been superseded in the planning scheme with rural residential. For noting – this clause would most likely be activated in circumstances where rural residential lot are serviced by sewage or in immediate proximity of a sewer area, as this is the primary limitation for subdivision. Suggest inclusion of an additional criteria that specifically addresses security of supply (minimum of 2 feeds into a development).	Recommended
81	D6.09 (10)	Design Guidelines Water Reticulation Rural and Rural Residential Developments	Amend / New	<p>AMEND and NEW Amend item 10 as follows: 10. In rural residential areas, where re-subdivision of lots is proposed (reconfiguration for densification), rider mains are also required by the developer/applicant in accordance with Appendix A5.8. In this case, the rider main must be placed across the full length of frontage to provide connection points for densification on both sides (each side) of the developer/applicant's lot(s). Should a rider main exist on one or both sides of the lot(s), the applicant/developer is required to connect to that rider main as well as providing full frontage coverage himself."</p> <p>11. In rural residential areas a subdivision development shall be provided with at least two feeds for security of supply.</p>	This amendment is proposed by CRC's modelling team. The historical low density residential classification had been superseded in the planning scheme with rural residential. For noting – this clause would most likely be activated in circumstances where rural residential lot are serviced by sewage or in immediate proximity of a sewer area, as this is the primary limitation for subdivision. Suggest inclusion of an additional criteria that specifically addresses security of supply (minimum of 2 feeds into a development).	alternative recommended
82	D6.09(10)	Design Guidelines Water Reticulation Rural and Rural Residential Developments	Amend / New	<p>AMEND and NEW Amend item 10 as follows: 10. In rural residential areas, where re-subdivision of lots is proposed (reconfiguration for densification), rider mains are also required by the developer/applicant in accordance with Appendix A5.8. In this case, the rider main must be placed across the full length of frontage to provide connection points for densification on both sides (each side) of the developer/applicant's lot(s). Should a rider main exist on one or both sides of the lot(s), the applicant/developer is required to connect to that rider main as well as providing full frontage coverage himself."</p> <p>11. In rural residential areas a subdivision development shall be provided with at least two feeds for security of supply.</p>	This amendment is proposed by CRC's modelling team. The historical low density residential classification had been superseded in the planning scheme with rural residential. For noting – this clause would most likely be activated in circumstances where rural residential lot are serviced by sewage or in immediate proximity of a sewer area, as this is the primary limitation for subdivision. Suggest inclusion of an additional criteria that specifically addresses security of supply (minimum of 2 feeds into a development).	recommended
83	D6.11	Water Reticulation Cover Amend Table for scenario 3	Amend	<p>AMEND Amend Treatment Option 1 for Scenario 1, 2 and 3: Change "concrete encasement" to "marker tape and sand".</p>	Concrete encasement of water mains make it difficult to repair the mains as they need to break or cut the concrete. CRC often conditions deletion of any encasement.	recommended

84	D6.13(5)	Design Guidelines Water Reticulation Valves	Amend	<p>AMEND Amend D6.13 clause 5 as follows: 5. At tee junctions valves shall be installed on all legs of the TEE. A hydrant shall be located in between the TEE and the valve on one of the legs so the hydrant can serve as a dead end flush point for all off takes.</p>	These amendments from Utility Services Water Reticulation. This amendment is a minor change to reflect current practices.	Recommended		
85	D6.15(1 & 2)	Design Guidelines Water Reticulation Building Over or Near Water Infrastructure	Amend	<p>AMEND Amend 1. and 2. to replace "main" with the word "infrastructure" as follows: 1. This section is provided in the development manual to assist developers and property owners understand Council's requirements for building work near Council's water infrastructure and the constraints that may apply to such building work. 2. Any building or structure near Council's water infrastructure is at risk of being impacted or damaged by a burst water main. The location of buildings and structures in close proximity to a water infrastructure can also obstruct Council's access to the infrastructure, delay restoration of services and increases the maintenance cost to Council.</p>	These amendments from Utility Services Water Reticulation. This amendment is a clarification.	alternative recommended		
86	D6.16	Design Guidelines Water Reticulation New section after D6.16	New	<p>NEW Make new section D6.16 after D6.15 and renumber sections after, alternatively make CRC Specific: D6.16 Trenchless Technology 1. See Specification S9 Trenchless Technology.</p>	Trenchless technology is increasingly being used.	Not recommended		
87	D6.17(1)	Design Guidelines Water Reticulation Pump Stations	Amend	<p>AMEND Replace existing item 1 with the following. 1. Pumping stations shall generally be in accordance with the Design Guideline Water Pumping Stations and Switchboards.</p>		Not recommended		
88	D6.22(6)	Design Guidelines Water Reticulation Conduits	Amend	<p>AMEND Amend D6.13 clause 6 to allow a conduit at each side boundaries as follows: 6. Where concrete footpaths are constructed on the road verge and the future water service connections are not being provided, a conduit shall be provided under the footpath near to both side boundaries to facilitate the future installation of water services. Where it is located on the same side as the electricity supply then the conduit shall 1.5m away from pillar box.</p>	These amendments from Utility Services Water Reticulation. This amendment provides two options for the water connection point to avoid cutting up the footpath.	Recommended		
89	D6.22(7)	Design Guidelines Water Reticulation Conduits	Amend	<p>AMEND Amend clause 7 as follows: 7. Conduits under footpaths shall be a minimum 100mm dia. uPVC Class 6 with 300mm cover and are to extend 300mm past the edge of the footpath. The position of all conduits under footpaths shall be clearly marked by casing a non-ferrous cuphead bolt into the property side of the footpath while the concrete is wet.</p>	These amendments from Utility Services Water Reticulation. This amendment is a clarification to differentiate from 90mm Stormwater.	recommended		
90	D6-Appendix A	Addendum to CTM		Request for deletion of item 10.1.4 Inspection and test plans		Recommended		

91	D6-Appendix A	Addendum to CTM	Amend	Appendix A Addendum to CTM Code D15.2.3 Curving of pipe, Amend clause 7 as follows 15.2.3 Curving of Pipe	These amendments from Utility Services Water Reticulation. This amendment is a clarification.	recommended		
Sewerage System (D7)								
92	D7.08 (1) Table 7.1	Design Guidelines Sewerage System Design Criteria Equivalent Demands	New	NEW Under the Table 7.1 in the notes box. Insert new note 3. after note 2 as follows: 3. The designer can also refer to the LGIP Extrinsic Materials Report which includes density parameters for a range of residential and non-residential zones.	This amendment is proposed by CRC's modelling team. Table 7.1 should also include the EP conversion factor for hotel / accommodation, hospital, school, childcare etc. During development application phase, sometimes the plans for the shops/offices may not be ready and the conversion factor provided in Table 6.1 may not be applicable due to not having GFA. In such a case, the land area instead of GFA will help derive the demand from these developments.	recommended		
93	D7.08 (2) Table 7.3	Design Guidelines Sewerage System Pipe Velocity	Amend	AMEND Amend Table 7.3 to include new line item as follows: Maximum Velocity 3m/s	This amendment is proposed by CRC's modelling team. 7.08.1 Gravity Pipe Velocity – Maximum velocity is not mentioned.	recommended		
94	D7.08		new	Bring in the absolute roughness values from D6 (deleted table) into this section		recommended		
95	D7.09(1) Table 7.6	Design Guidelines Sewerage System Sewer Alignment Preferred Alignment	Amend	AMEND Clause 1 Amend Table 7.6, line item for alignment in verge as follows: Verge - 1.6m subject to approval 1.8m offset from boundary	Lots are now smaller than 20years ago i.e. 800sq.m down to 400sq.m. This amendment is to avoid sewers within smaller lots and the associated issues with access to the infrastructure and building near or over sewers.	Recommended with the removed of 1.6m		
96	D7.09	Sewer	New point 9		At end of sewer lines less than 1.5m, to be brought to the surface with a bolted trap screw and protected with 250mm concrete surround.	alternative recommended		
97	D7.10.4	Manholes	And new amended Drawings for Polymer structures to WSAA 137 STD drawings S3000	4. Manholes shall be constructed in accordance with the Standard Drawing S3000 Add new drawing numbers for WSAA 137	See doc No. 7048975 for drawings	Not recommended		
98	D7.16	Trenchless Technology	New	NEW Make new section D7.17 after D7.16 and renumber sections after: D7.17 Trenchless Technology 1. Underbored Gravity sewers are to be by Pipe Jacking not directionally drilled. 2. See Specification S9 Trenchless Technology.	Trenchless technology is increasingly being used. Pipe Jacking is considered the preferred method for underboring to achieve construction tolerances.	Not recommended		
99	D7.18 (1)	Sewerage Pump Stations	Amend / New	NEW Add new item after 1. 2. Where a flowmeter is required it shall be a sealed pit resistant to water ingress with a drain back to the valve pit and have a gate valve on the downstream end. Refer to SEQ drawing (SEQ-SPS-1300-4) for the flowmeter pit arrangement.	Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.	Recommended		

100	D7.18 (7)	Sewerage Pump Stations	Amend	AMEND Amend to included internal diameter: "Water Supply - 25mm (internal diameter) with RPzD...."	Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works. Amendment is to ensure correct diameter to suit pressure cleaner used for washing wet wells.	Recommended		
101	D7.18	Design Guideline Sewerage Systems Pump Stations	New	NEW Add new item 20. 20. All pump components (impellers, wear plates, etc) shall have high wear resistance i.e. be of a hard iron alloy. Details and grades of components shall be confirmed with the local authority.	Required for extending the life of components subjected to abrasive environment.	Recommended		
102	D7.18	New Clause	New	NEW Add new clause after clause 19 as follows: 20. A 1200mm diameter receiving manhole shall be installed immediately upstream of the pump station so that there is one inlet dropper in the pump station.	These amendments from CRC Design and Delivery team. These amendments make FNQROC consistent with practices used for capital works and the expectations of Utility Services.	alternative recommended		
103	D7.19 (1)	Table 7.14	Amend	Major amendment to Table 7.14	#70266590	Recommended		
104	after D7.19 - New Clause	New Clause	New	AMEND New clause after 19. "20. The layout of the hardstand adjacent to the pump station is to allow for our riggers extended from the maintenance vehicle. The crossfall of the hardstand must meet the requirements of the maintenance vehicle. Details of the maintenance vehicle shall be obtained from the Local Authority."	These amendments from CRC Design and Delivery team. These amendments make FNQROC consistent with practices used for capital works and the expectations of Utility Services. Hardstands need to be large enough to include the outriggers that stabilise the maintenance truck when using the davit crane. There is also strict criteria for the maximum crossfall when using the outriggers.	recommended		
105	D7.20 Table 7.15	Rising Main Design	Add riser pipe velocity (riser pipe and valve pit pipework)	Add: (Description) Riser Pipe Velocity (riser Pipe and valve pit pipework) (Parameter) As per pump manufacturer's specifications. (Comments) Typically a higher velocity than the rising mains to enable vertical lift of solids and therefore prevent solids settling on the pump.	doc 7026590	Recommended		
106	D7.20.4	RISING MAINS	All discharge manholes are to have a protective liner as approved by the local authority and installed in accordance with Manufacturers requirements. REHAU Awashaft Maintenance Structures are suitable for discharge Maintenance Holes	With Concrete structures requiring to be lined or coated. Awashaft PP is unaffected by hydrogen sulphide and ideal for discharge structures.	Rehau is already on proprietary product register	Not recommended		

107	D7.20 (4) Table 7.15	Design Guideline Sewerage System Rising Mains Rising Mains Designs	Amend	It is noted that Table 7.14, Item 10 and Table 7.15 Item 1, indicate that the Darcey-Weisbach formula is to be used for pump and pressure main design, however Table 7.14, Item 11 requires the application of Hazen Williams (and most of our consultants still seem to be using Hazen Williams). I believe that in the 2017 version, the relevant friction factors (that inform how to apply Table 7.14, Item 10 and Table 7.15) for sewer may have been migrated into the water supply design manual instead of the sewer manual, hence the consultant understanding is lost. The retention of Hazen Williams may have been adopted due to the other FNQROC parties, but the current application causes confusion in the document.	There is an error with the version on the website - this had already been enacted	Recommended		
108	D7 Appendix A 7.72	Design Guideline Sewerage System Appendix A Addendum to CTM Code 7.7.2 Design Parameters for MSs and TMSs	New	NEW After first dot point add the following new dot point: - Minimum shaft diameter must be 600mm.	This amendment is a clarification. The minimum diameter is to allow for access to sewer through the shaft for jet rodding.	Recommended		
Utilities (D8)								
109	D8 Commentary	Utilities Road Lighting	Amend	Remove D8 commentary section. The section is now redundant after ergon changed from gas lights to LED lights	Commentary section was included in V8 as ergon was about to release a LED light schedule and it was unsure if it be published in time for the release of V8 so the existing table D8.1 was left in from V7 and labelled as commentary. To be removed to avoid confusion for designers	Recommended		
110	D8.06 (10)	Electricity Supply Exceptions may be considered in individual circumstances where unusual conditions or lot layouts exist and where approved by Council and the Electricity Authority.	Typo mistake. Replace "were" with "where"		Recommended		
111	D8.07(8)	Design Guidelines Utilities Road Lighting	Amend	Amend D8.07.8 - Add requirements for light pole locations at bus stops and requirement to install solar light in bus shelter.	D8.07.8 - Additional lighting shall be provided at a designated bus stop facility; the design shall include the entry and exit lengths of the bus stop. Street lights are to be placed a minimum of 2.5m on the departure side of the bus marker in accordance with TransLink requirements. Bus shelters are to be fitted with an internal solar light in accordance with Council's specification.	Recommended		
112	D8.07(8) Table 8.1	Design Guidelines Utilities Road Lighting	Amend	Entire table amended	See amendments on DM #7034717.	Recommended		
113	D8.07(8) Table 8.1	Design Guidelines Utilities Road Lighting	Amend	Amend D8.07 Table 8.1 Lighting Categories - Table Notes. Table Note 3 - Replace wording Nostalgia with Avenue. Replace wording P4 with PR5.	Table Note 3 - The Avenue street light is only to be used for Category PRS lighting on a residential access street and/or access place road. Installation of the Avenue street light is not permitted on a Minor Collector Road other than to finish an uncompleted stage.	Recommended		
114	D8.07(8) Table 8.1	Design Guidelines Utilities Road Lighting	Amend	Amend D8.07 Table 8.1 Lighting Categories - Table Notes. Table Note 4 - Replace wording Nostalgia with Avenue.	Table Note 4 - All major and minor road lighting luminaires (Except Avenue) are to be an aeroscreen fixture installed with a zero Degree upcast.	Recommended		
115	D8.07(8) Table 8.1	Design Guidelines Utilities Road Lighting	Amend	Amend D8.07 Table 8.1 Lighting Categories - Table Notes. Table Note 6 - Replace wording P5 with PR6.	Table Note 6 - Council may consider a lesser standard for subdivisions with lots greater than 4000m2 and outside the designated urban footprint. e.g. Category PR6 or lighting at intersections, cul-de-sac's and other hazardous locations.	Recommended		

116	D8.07(8) Table 8.1	Design Guidelines Utilities Road Lighting	Amend	Amend D8.07 Table 8.1 Lighting Categories - Table Notes. New Table Note 7.	Table Note 7 - At the time Ergon Energy revises its luminaire range, use latest luminaire type and wattage that provides the equivalent spacing distance as the luminaires specified in Table D8.1.	Recommended	
117	D8.07(9)	Utilities Road Lighting	Amend	amend lighting columns offset to face of the pole and include size for intersections in line with amended drawing S1010		Recommended	
118	D8.07(17)	Utilities Road Lighting	Amend	Amend D8.07.17 - Delete repetition of wording and change wording electrical junction box to Ergon Energy service pillar.	D8.07.17 - The edge of a new driveway (inclusive of access aprons), shall be no closer than 1.0m to any power pole, street light pole or an Ergon Energy service pillar.	Recommended	
119	D8.08(3)	Utilities Park Lighting	Amend	Amend D8.08.3 - Amend minimum lighting category and add requirement to provide lighting and CCTV camera at footbridges.	D8.08.3 - Pathways or cycleways within parks that require lighting shall be fit to the minimum lighting category P3 PP3 or above as deemed appropriate from the selection criteria tabled in AS/NZS 1158. "Lighting for Roads and Public Spaces". Surveillance CCTV camera and lighting to the relevant PE lighting category must be provided at footbridges.	Recommended, Surveillance CCTV recommended for CRC only	
Landscaping (D9)							
120	Street Trees		Amend.	Requirements for Street Trees and their location is becoming precedent over the construction of physical infrastructure for subdivisional works. FNQROC Section D9.07 provides for where street trees may not be able to be installed. Trying to 'lock in' street trees prior to development and house construction is pointless. See attached commentary and additional information.	Recommend that officers defer to FNQROC D9.07	Noted	
121	D9.03	Design Guideline D9	New	Additional reference documents to aid design	Section 8.2.15 of the CairnsPlan - PO3, include criteria & requirements for noise amelioration. Refer AS3671 ; TMR Development Affected by Environmental Emissions from Transport Policy; TMR Transport Noise Management Code of Practice Volume 1	Not recommended	
122	D9.03	Design Guidelines Landscaping Design Reference Documents	Add	Add Schedule 12A Planning Regulations to list of ref. documents		not recommended	
123	D9.07(6)	Design Guidelines Landscaping Design Street Tree Planning	Amend	Reduce the driveway setback from 3 metres to 1 metre.	This is consistent with the setbacks required between a driveway and street tree under CRC Planning Scheme Parking and Access Code.	Recommended	
124	D9.07(6)	Design Guidelines Landscaping Design Street Tree Planning	Amend	Remove the setback requirement for stormwater drainage pits.	Storm water drainage is required fronting each lot associated with the dwelling house and is often installed by the property owner of the dwelling house after the street trees are planted. This setback requirement significantly reduces the available location in the verge for street tree planting and is not required.	Recommended	

125	D9.07(6)	Design Guidelines Landscaping Design Street Tree Planning	New	Add new set back requirements to require: Installation of root directions (CBD)/root barriers(streetscape) for all trees located within 2 metres from services such as sewer and water. Root barriers must be 1.2m horizontally clear of the watermains (measured face to face). Vacuum excavation should be used for any excavation within 2m of water mains	Recommended		
126	D9.09(1)	Design Guidelines Landscaping Design Public Open Spaces General	Amend	item 1 Should read - At the time of development, the developer shall landscape all public open spaces to the satisfaction of Council and in accordance with this manual and relevant Development Approval conditions.	Recommended		
Earthworks (S1)							
127	S1.02	Specifications Earthworks	Amend	include the document "Best Practice Erosion and Sediment Control (BPESC)" by the International Erosion Control Association	Recommended		
Stormwater Drainage (S4)							
128	S4.04	Fibre Reinforced Concrete Pipes	Amend to read: S4.04 FIBRE REINFORCED CONCRETE PIPES (FRC) 1. Pipes shall conform to the AS 4139. Pipes of the same diameter and class can be used in lieu of Steel Reinforced Concrete Pipes. 2. In locations where the pipes are to be laid in a subgrade of sand or influenced by saltwater, rubber ringed joints shall be used. 3. Where rubber ring joints are specified the "v" section rubber ring shall be used and are to be jointed using the manufacturer's lubricant.	Was originally approved in issue 8 but not enacted in the document	Recommended		
Water Reticulation (S5)							
129	S5.02	Reference Documents	add new	AS 1141. Methods for Sampling and Testing Aggregates	Recommended	Linked to FGF Submission S5.09	
130	S5.02	Reference Documents	add new	AS 2758 Aggregates and Rock for Engineering Purposes	Recommended	Linked to FGF Submission S5.09 and CRC submission for S5.27	
131	S5.05	Polyethylene Pipe (PE)	Amend	AMEND Amend S5.05 clause 2 so that pipe class is increased from PN16 to PN20 as follows: 2. PE pipes to be minimum PE100 PN16 PN20 As noted in D6 – Appendix A(3.8). Designing engineer is to consider the oxidative reductive potential of the water and an appropriate determination pipe class is to be specified. Fittings shall comply with AS/NZS 4129.	Recommended	These amendments from Utility Services Water Reticulation. This amendment is a clarification.	
132	S5.05	Polyethylene Pipe (PE)	Amend / New		Recommended for TRC only	Any fittings on PE pipe be either male only, or butt-fused and flanged.	

133	S5.08	Stainless Steel	Amend	<p>AMEND Amend S5.08 clause 4 as follows: S5.08 STAINLESS STEEL ... 4. Weld arrangements for jointing of stainless steel pipe is to be full penetration butt welds in accordance with AS 4041 – Pressure Piping – Class 2A. Where this cannot be achieved a stainless steel band weld can be used subject to Council approval. ...</p>	<p>These amendments from Utility Services Water Reticulation. This amendment reflect current practice.</p>	Recommended		
134	S5.09	Bedding Materials	Amend	<p>AMEND Amend S5.09 and add new clause: S5.09 BEDDING MATERIAL 1. Bedding Material shall consist of a clean coarse sand or recycled glass material free from organic matter, clay, shells and deleterious material with 100% passing the 6.7mm AS sieve and not more than 5% passing a 0.150mm AS sieve. 2. When recycled glass is used, it shall be mixed 50/50 with normal sand bedding material.</p>	<p>These amendments from Utility Services Water Reticulation. This amendment is to mitigate any adverse consequences or perceptions of the use of recycled glass.</p>	Recommended		
135	S5.09	Bedding Material	Amend to include alternative bedding materials, specifically manufactured sand	<p>With the reducing availability of natural sands, and the increasing demand to deliver sustainable infrastructure has combined to encourage the use of alternative bedding materials. Has been in use in SEQ for many years</p>	<p>LIVE-#7004676-FNQROC-Submission S5.09 and S6.06 from EGF</p>	Not recommended for Water, Recommended for Sewer		
136	S5.10	Valves	Amend	<p>NEW Add the following after item 3. 4. All sluice valves shall be a minimum PN16 resilient seated. 5. All flanges shall be PN16 minimum. 6. Valves shall close counter clockwise and shall be fitted with a cap for opening and closing by key operation. 7. Where noted on the drawings, a 1:1 manual bevel drive gearbox will be installed to provide a 90-degree shaft direction change. The gearbox will be: -mounted directly to the valve -sealed to IP68 and suited to underground applications -include 316 SS minimum input shaft and fastenings and cast iron housing 8. Valves shall be installed such that they are easily and safely accessible for operating and maintenance purposes. 9. Valves shall be located and/or orientated in such a way that: - Manual operation of the valves may be carried out with ease and without the need for any other extra equipment -All valves shall be accessible for maintenance and shall be able to be removed from the line without obstruction from adjacent equipment, valves or pipework</p>	<p>Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.</p>	Alternative recommended		
137	S5.12	Bend and Tees	Amend	<p>AMEND Amend S5.12 and replace clause i as follows: i. All bolts above or below to be Grade 316 Stainless steel. In above-ground-use, bolts shall be Hot Dipped Galvanised</p>	<p>These amendments from Utility Services Water Reticulation. This amendment reflect current practice.</p>	recommended with the clause reworded		

138	S5.25	Thrust Blocks	New	<p>NEW Add new points 6. Pipeline testing cannot be undertaken until all thrust blocks have been fully cured.</p>	Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.	Not recommended, already in S5.29		
139	S5.27	Backfilling and Compaction	New	<p>NEW Add new points 8. Where cement-stabilised sand is called up on the Contract drawings, sand and cement shall be well mixed in the proportions of 1:20 by weight, with sufficient water added to give a slump of 100mm. Sand shall comply with AS2758.1 uncrushed fine aggregate.</p>	Proposed amendments from CRC Design and Delivery team and are based on information included in Council contracts. These amendments make FNQROC consistent with practices used for capital works.	Recommended with alternative wording		
140	S5.29	Testing of Lines	New	<p>NEW Between Clauses 1 and 2 include a new clause and renumber rest. 2. Pipeline testing cannot be undertaken until all thrust blocks have been fully cured.</p>	This amendment is to avoid blowing out of fittings at testing. Proposed by Capital Works team.	Recommended		
141	S5.30	Flushing & Disinfection	Amend	<p>AMEND Amend S5.30 clause 2 making disinfection as mandatory as follows: 2. Disinfection (if directed) By Council: Disinfection of the entire new main is to be carried out using a sodium hypochlorite solution or other chlorine bearing agent. The dosing rate is to be 20mg/L with a contact time of 24 hours. During such time all fittings, valve and hydrants should be operated to ensure all parts are being disinfected.</p>	These amendments from Utility Services Water Reticulation. This amendment is a clarification. CRC has made it mandatory to disinfect mains.	Recommended		
142	S5.30	Sterilisation of water mains	Amend.	<p>Chlorination of water mains is now being enforced. We recommend an annexure with a Work Method Statement/procedure and chlorine calculation table be provided as an annexure. Additionally, Cairns Water Lab need to be made aware.</p>	CP 1 .16 (2) Annexure states (if directed)	Comment noted		

143	New Clause S5.32	Flexible couplings, dismantling joints and gibault joints	New	<p>NEW</p> <p>S5.32Flexible couplings, dismantling joints and gibault joints</p> <ol style="list-style-type: none"> 1.Flexible rubber couplings for suction and discharge connections to mechanical equipment shall have integral duck and rubber flanges. Couplings shall match pipeline connection size and pressure rating. 2.Flexible rubber couplings installed adjacent to a water type or other through bolted type valve or fitting shall be equipped with a steel spacer flange to prevent distortion of the rubber coupling flange. Restrained couplings shall be provided where necessary. 3.Dismantling joints shall be thrust-type joints, unless otherwise specified. 4.Mechanical pipe couplings are not intended to take tension. Couplings for connecting steel pipe to cast iron or ductile iron pipe shall be gibault or epoxy-coated steel rubber ring compression type. 	Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.	Recommended		
144	New Clause S5.33	S5.33 Pipe handling and storage	New	<p>NEW</p> <p>Add new Clause S5.33 Pipe handling and storage</p> <ol style="list-style-type: none"> 1. Pipes and materials must be stored in the areas shown on the Contract drawings, or as agreed with the Superintendent. 2. All pipes and fittings shall be handled, unloaded and stored in a safe way so as to minimise risk to either the public or the workforce. 3. Pipes shall be retained in pipe crating until required for installation. Un-crated pipes should be stored in a manner that prevents twisting, bowing, contact with sharp surfaces and excessive point loads. Sockets and couplings should be alternated for each pipe layer. 4. Pipe stacks should be placed on level firm ground. 5. Single pipes, or pipe in stacks, should be securely chocked to prevent rolling or displacement. 6. Plastic pipes should be stored in a manner that allows ventilation and prevents heat entrapment. 7. Elastomeric seals should be stored in a relaxed, undistorted state in opaque, water-tight packaging in a cool, dark location until use. 8. Methods for handling pipes and fittings shall be in accordance with the manufacturer's recommendations to prevent damage. 9. Slings, skids or other accepted devices to be used to secure the pipes and fittings to the ground. 	Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.	Alternative shorter version recommended		
145	New Clause S5.34	S5.34 Damaged Products	New Clause S5.34 Damaged products	<p>NEW</p> <p>S5.34 Damaged products</p> <ol style="list-style-type: none"> 1. Inspect pipes, fittings and other components for damage on delivery, before and after laying. 2. Repairs to damaged products shall be in accordance with the treatment originally specified and in accordance with manufacturer's advice. 3. Remove damaged products unable to be repaired from site without delay and replace at the Contractor's expense. 	Proposed amendments from CRC Design and Delivery team and are based on information included in Council contracts. These amendments make FNQROC consistent with practices used for capital works.	Recommended		

146	New Clause S5.35	S5.35 Pipe Spacers	<p>NEW S5.35 Pipe spacers</p> <ol style="list-style-type: none"> 1. A proprietary spacer system shall be used to position the carrier pipe centrally within enveloper pipes. The spacers shall be installed in accordance with the manufacturer's requirements. 2. All spacers shall be of a form to allow the full grouting of the annulus between the carrier and the enveloper pipe, unless otherwise agreed by the Superintendent 3. The system shall be designed to ensure the load is distributed over a number of runners to prevent point loading and deformation of the pipe when installed. 4. Runner heights shall be selected to be approximately 10mm less than the annular clearance. 5. Spacers shall be used at maximum 1m centres with a spacer within 0.5m of each end of the enveloper pipe. The number of spacers provided shall be adequate to ensure there is no noticeable sag in the pipe between spacers. <p>S5.35 Pipe spacers</p>	<p>Proposed amendments from CRC Design and Delivery team and are based on information included in Council contracts.</p> <p>These amendments make FNQROC consistent with practices used for capital works.</p>	Recommended		
147	New Clause S5.36	S5.36 Geotextile Fabric	<p>NEW S5.36 Geotextile fabric</p> <ol style="list-style-type: none"> 1. Geotextile fabric shall be a non woven fabric with sufficiently fine mesh to prevent piping of natural material. The fabric shall have the characteristics similar to those listed below: Characteristic Requirement (see Table on page 24 in #4653569) Fabric weight Not less than 140g/m² Two Directional strength tensile strength under uniform applied stress Not less than 8kN/m Permeability to water Not less than 3 x 10⁻³ m/sec under 0.2m head or 0.020 bar Effects of acid Resistant to all naturally occurring soil acidities (i.e. to acids of pH = 3) Effects of bacteria Nil Effects of temperature Strength unaffected over a temperature range of -20 to +145°C. Effects of ultraviolet light Unaffected by exposure to direct sunlight for periods of up to two months 2. The material to be used shall exhibit uniform tensile stress in all directions. 3. The Contractor shall submit full details of the fabric he intends to use to the Superintendent and receive his written approval to the use of same prior to any fabric being placed. <p>S5.36 Geotextile fabric</p>	<p>Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts.</p> <p>These amendments make FNQROC consistent with practices used for capital works.</p>	Not recommended		

148	New Clause S5.37	S5.37 Electromagnetic flowmeters	New	<p>NEW Add new clause.</p> <p>S5.37 Electromagnetic flowmeters</p> <p>1.Flowmeters shall be supplied and installed at pumping station outlets and other parts of the trunk water network as required.</p> <p>2.Flowmeters shall be Siemens or approved equivalent.</p> <p>3.Flowmeters shall include complete accessories such as wall mounting kit, rail adapters with clamps, cable kit and at least 40 metres of cable cut to suit. The analogue flow-sensing element shall be installed inside the pumping station valve pit and its associated flow transmitter shall be installed within the pump house where it can be interfaced in with the SCADA for remote monitoring.</p> <p>4.Flowmeters shall be installed strictly to manufacturer's instructions.</p> <p>5.The cables between the flow element and the flow transmitter shall be buried and enclosed in underground conduit to reduce the risk of damage.</p>	Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.	Rewording recommended and the analogue component moved to D6.17(9)		
149	New Clause S5.38	S5.38Air and scour valve assemblies	New	<p>NEW Add new clause</p> <p>S5.38Air and scour valve assemblies</p> <p>1.Scour and air valve structures shall not be constructed within private property.</p>	Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.	Recommended in D6.17(10)		
150	New Clause S5.39	S5.39Marking tape	New	<p>NEW Add new clause</p> <p>S5.39Marking tape</p> <p>1.All non-metallic pipes shall be installed complete with proprietary marker tapes to the approval of the Superintendent, to enable ready location of all mains installed under the Contract and to provide warning of the existence of the mains in case of excavation in the area.</p> <p>2.Marker tape shall be laid 350mm ± 50mm above all buried pipework. Marking tape shall be covered by approximately 100mm of sand.</p>	Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.	Not recommended already in the development manual		
151	S5.40	Marker plates and electronic markers	New	<p>NEW Add new clause</p> <p>S5.40Marker plates and electronic markers</p> <p>1..All marker plates and kerb markings shall be in accordance with standard drawing S2011.</p> <p>2.in the absence of suitable fixing locations for kerb markers or marker plates, the Contractor shall procure and install electronic markers capable of being excited by a standard marker locator.</p> <p>3.Electronic markers shall be of industry standard frequency and shall be buried underground at a range of 1 – 1.5 metres.</p>	Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.	Not recommended already in the development manual		

152	S5.42	Commissioning	New	<p>ADD NEW CLAUSE S5.42 Commissioning 1. The Contractor shall submit a commissioning plan for works under the Contract to the Superintendent for acceptance four weeks prior to the commencement of any commissioning activities in relation to work under the Contract. 2. The Contractor shall engage a person experienced in the development commissioning plans to formulate and manage the implementation of the commissioning plan. 3. The commissioning plan shall contain but not be limited to: -Clear accountability and responsibility for aspects of the commissioning systems, sub-systems and significant components -A method of checking that the specifications of the supplied equipment are in line with the Contract requirements -A method of checking that the equipment is set up correctly, mechanically, electrically, and hydraulically in accordance with the manufactures specification -A process for recording and documenting the results of commissioning (actual flow vs. predicted flow, actual current/voltage vs. design current/voltage, etc.). 4. The commissioning plan should consider the medium on/in which the equipment shall be commissioned.</p>	<p>Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.</p>	<p>Rewording recommended and put in CP1.23(3)</p>	
153	S5.41	Decommissioning	New	<p>NEW New Clause S5.41 Decommissioning 1. Where shown on the Contract drawings, abandoning of existing pipelines shall be undertaken by filling with non-shrink cementitious grout for a minimum of two metres or six pipe diameters, whichever is the lesser. 2. Seal and manage air during plugging. 3. Provide datasheets of the proposed grout for Superintendent's acceptance.</p>	<p>Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.</p>	<p>Recommend new title 'Abandoning Pipelines' and reworded. Point 3 not recommended</p>	
Sewerage Reticulation (S6)							
154	S6.03	Sewerage Pipe General Clause 1	New	<p>NEW Add new pipe material after (iv): (v) Stainless Steel Pipe</p>	<p>These amendments from CRC Design and Delivery team. These amendments make FNQROC consistent with practices used for capital works and the expectations of Utility Services.</p>	<p>Recommended</p>	
155	S6.06	Bedding Materials	Amend to include alternative bedding materials, specifically manufactured sand	<p>With the reducing availability of natural sands, and the increasing demand to deliver sustainable infrastructure has combined to encourage the use of alternative bedding materials. Has been in use in SEQ for many years</p>	<p>LIVE-#7004676-FNQROC Submission S5.09 and S6.06 from FGF</p>	<p>Recommended</p>	
156	S6.06	Sewerage Bedding Material Type 1 Bedding	New	<p>NEW Under Type 1 Bedding include the following: Add 3. after 2. as follows: 3. For recycled glass material, in addition to the grading in 2. it is to be mixed 50/50 with normal sand bedding material.</p>	<p>Replicate recycled sand specification for sewerage.</p>	<p>Recommended</p>	

157	S6.06	Sewerage Stainless Steel	New	<p>NEW Add new section S6.06 after S6.05 and renumber sections after: S6.06 Stainless Steel Pipe 1. Stainless Steel pipe shall be compliant with WS-Spec, Section TF30 and AS5200 or ASTM A269, Schedule 40S</p>	<p>These amendments from CRC Design and Delivery team. These amendments make FNQROC consistent with practices used for capital works and the expectations of Utility Services.</p>	<p>alternative wording recommended</p>		
158	S6.21	Manholes	New	<p>NEW Add the following after point 7: S6.21 Manholes 8. Cast iron covers and frames to AS3996 shall be supplied for all sewer manholes. 9. Covers and frames shall be the following grades unless specified on the Contract drawings: Table - see Page 29 in #4653569 Cover and frame Location Class B Private Property Public Reserves Footpath and Verges Class D Road Carriageways Car Parks Industrial and commercial driveways</p>	<p>Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.</p>	<p>Class B and D recommended in Manhole covers. The remaining is not recommended, elements are already in the development manual</p>		
159	S6.24	Backfilling and compaction	New	<p>NEW Add the follow after point 7 S6.24 Backfilling and compaction 8. Where cement-stabilised sand is called up on the Contract drawings, sand and cement shall be well mixed in the proportions of 1:20 by weight, with sufficient water added to give a slump of 100mm. Sand shall comply with AS2758.1 uncrushed fine aggregate. 9. Backfilling shall not be started until all tests and inspections have been carried out and until the Superintendent has given written approval.</p>	<p>Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.</p>	<p>Point 8 recommended with amended wording. Point 9 already in CP1</p>		
160	S6.33	Caissons	New	<p>NEW S6.33 Caissons 1. Where caissons are used for sewage pumping stations they shall be sunk by a method approved by the Superintendent. A constant check shall be maintained during sinking on the plumb of the structure and appropriate corrective measures undertaken to prevent any significant deviation. 2. Before casting the plug, the toe of the cylinder at the joint shall be scabbled, moistened and painted with a cement slurry just prior to commencing concreting operations. This shall be carried out as necessary to ensure that no more than fifteen minutes have elapsed between painting and covering the area with concrete. 3. On completion of curing and dewatering of the caisson, any seepage detected shall be stopped by plugging or cutting and grouting to the approval of the Superintendent. 4. The cost associated with dewatering, scabbling and repair work shall be included in the price schedule rate. 5. The Contractor is responsible for flotation prevention during the construction works.</p>	<p>Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.</p>	<p>Not recommended</p>		

161	S6.34	Pipe handling and storage	New	<p>NEW Add New Clause S6.34 Pipe handling and storage</p> <ol style="list-style-type: none"> 1. Pipes and materials must be stored in the areas shown on the Contract drawings, or as agreed with the Superintendent. 2. All pipes and fittings shall be handled, unloaded and stored in a safe way in order to minimise risk to either the public or the workforce. 3. Pipes shall be retained in pipe crating until required for installation. Un-crated pipes should be stored in a manner that prevents twisting, bowing, contact with sharp surfaces and excessive point loads. Sockets and couplings should be alternated for each pipe layer 4. Pipe stacks should be placed on level firm ground. 5. Single pipes, or pipe in stacks, should be securely chocked to prevent rolling or displacement. 6. Plastic pipes should be stored in a manner that allows ventilation and prevents heat entrapment. 7. Elastomeric seals should be stored in a relaxed, undistorted state in opaque, water-tight packaging in a cool, dark location until use 8. Methods for handling pipes and fittings shall be in accordance with the manufacturer's recommendations to prevent damage. 9. Slings, skids or other accepted devices to be used to secure the pipe and fittings are <p>Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.</p>	Recommended with rewording to shorten to one sentence	
162	S6.35	Damaged products	New	<p>Add new clause: S6.35 Damaged products</p> <ol style="list-style-type: none"> 1. Inspect pipes, fittings and other components for damage on delivery, before and after laying. 2. Repairs to damaged products shall be in accordance with the treatment originally specified and in accordance with manufacturer's advice. 3. Remove damaged products unable to be repaired from site without delay and replace at the Contractor's expense. <p>Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.</p>	Recommended with amendments to wording	
163	S6.36	Pipe Spacers	New	<p>NEW Add new clause: S6.36 Pipe spacers</p> <ol style="list-style-type: none"> 1. A proprietary spacer system shall be used to position the carrier pipe centrally within enveloper pipes. The spacers shall be installed in accordance with the manufacturer's requirements. 2. All spacers shall be of a form to allow the full grouting of the annulus between the carrier and the enveloper pipe, unless otherwise agreed by Council 3. The system shall be designed to ensure the load is distributed over a number of runners to prevent point loading and deformation of the pipe when installed. 4. Runner heights shall be selected to be approximately 10mm less than the annular clearance. 5. Spacers shall be used at maximum 1m centres with a spacer within 0.5m of each end of the enveloper pipe. The number of spacers provided shall be adequate to ensure there is no noticeable sag in the pipe between spacers. <p>Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.</p>	Recommended with amendments to wording	

164	S6.37	Geotextile fabric	New	<p>NEW Add new clause. S6.37 Geotextile fabric</p> <p>1. Geotextile fabric shall be a non woven fabric with sufficiently fine mesh to prevent piping of natural material. The fabric shall have the characteristics similar to those listed below: Characteristic Requirement (see Table on Page 31 in #4653569)</p> <p>Fabric weight Not less than 140g/m² Two Directional strength tensile strength under uniform applied stress Not less than 8kN/m Permeability to water Not less than 3 x 10⁻³ m/sec under 0.2m head or 0.020 bar Effects of alkali Nil Effects of acid Resistant to all naturally occurring soil acidities (i.e. to acids of pH = 3) Effects of bacteria Nil Effects of temperature Strength unaffected over a temperature range of -20 to +145°C. Effects of ultraviolet light Unaffected by exposure to direct sunlight for periods of up to two months 2. The material to be used shall exhibit uniform tensile stress in all directions. 3. The Contractor shall submit full details of the fabric he intends to use to the Superintendent and receive his written approval to the use of same prior to any fabric being placed.</p>	Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.	Not Recommended		
165	S6.38	Air and scour valve assemblies	New	<p>NEW Add new clause: S6.38 Air and scour valve assemblies</p> <p>1. Scour and air valve structures shall not be constructed within private property.</p>	Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.	recommended in D7		
166	S6.37	Commissioning	New	<p>Add new clause S6.37 Commissioning</p> <p>1. The Contractor shall submit a commissioning plan for works under the Contract to the Superintendent for acceptance four weeks prior to the commencement of any commissioning activities in relation to work under the Contract. 2. The Contractor shall engage a person experienced in the development commissioning plans to formulate and manage the implementation of the commissioning plan. 3. The commission plan shall contain but not be limited to: -Clear accountability and responsibility for aspects of the commissioning -Details of the required function of the facility, systems, sub-systems and significant components -A method of checking that the specifications of the supplied equipment are in line with the Contract requirements -A method of checking that the equipment is set up correctly, mechanically, electrically, and hydraulically in accordance with the manufactures specification -A process for recording and documenting the results of commissioning (actual flow vs. predicted flow, actual current/voltage vs. design current/voltage, etc.). 4. The commissioning plan should consider the medium on/in which the equipment shall be</p>	Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.	Amended wording recommended and included in CP1		

167	S6.39	Decommissioning	New	<p>NEW New Clause S6.39 Decommissioning 1. Where shown on the Contract drawings, abandoning of existing pipelines shall be undertaken by filling with non-shrink cementitious grout for a minimum of two metres or six pipe diameters, whichever is the lesser. 2. Seal and manage air during plugging. 3. Provide datasheets of the proposed grout for Superintendent's acceptance.</p>	<p>Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.</p>	<p>Recommend new title 'Abandoning Pipelines' and reworded. Point 3 not recommended</p>			
Concrete Works (S7)									
168	S7.06	Concrete Works Materials	New	<p>NEW New Recycled Crushed Glass Sand Specification. Recommend adding provision for non-structural concrete mixes with a compressive strength of 32MPa or less (i.e. pathways, bikeways and kerb ramps) to have up to 40% (or 20% if using MRTS70 S17.2.3 as a reference) of fine aggregate (sand) replaced with Recycled Crushed Glass Sand (in accordance with Austroads Technical Specification (ATS) 3050).</p>	<p>Case study undertaken by Josh Flanders for Cairns Regional Council in 2019 shows 40% replacement achieves comparable results to N32 concrete.</p>	Recommended			
Proposed S9 - Trenchless Technology									
169	NEW S9	Trenchless Technology	New	<p>NEW Add new S9 Trenchless Technology</p>	<p>Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.</p>	Not recommended			
Standard Drawings									
170	New	Road Crossing and Footpath Reinstatement for Trench Laid services	New	<p>Standard drawing for trench reinstatement through constructed pavements should be developed, referencing most recent TMR specifications and aligning with S5.18, S5.27, S5.28, S6.13, S6.24, S6.30. Aforementioned sections to reference the standard drawing. Refer example of standard drawing - 7060368</p>	<p>Detail / specification for trenching and reinstatement of crossing trenches through Council roads / footpaths New. S5.18 & S6.13 states works to be 'carried out in accordance with the requirements of Council'. Requirements should be clarified / specified for consistency.</p>	Recommended S1011			
171	New	Access Tactiles	New	<p>New: add drawing to detail minimum requirements for tactile installation</p>	<p>Requirements for disability access facilities including material types and colour selection. These details currently in CRC drawing 23464-10 represent the result of recent decisions on tactile installation in the CBD. It is recommended this drawing is converted to a new standard FNQROC drawing.</p>	Not recommended			
172	NEW	RRPMs	Amend	<p>Recommendation to have a drawing showing preferred locations of RRPM's, traffic furniture heights/locations etc</p>	<p>reflecting/referring to MUTCD / version control/ exceptions.</p>	New drawing to be considered as part of issue 10			
173	New	Shared path terminal treatment	New	<p>New: add drawing to detail minimum typical requirements for shared path terminal bollard treatment</p>	<p>See BCC Drawing BSD - 5002d as an example</p>	Held over to next review			
174	New	Rural residential road	New	<p>Recommendation for a new acceptable rural residential road and table drain configuration. This drawing further details treatment of road side table drains, essential infrastructure and street trees</p>	<p>Refer to drawing saved under 7024736</p>	Not recommended			
175	New	Concrete lined open drain	New	<p>Recommendation for a new acceptable concrete lined drain configuration.</p>	<p>Refer to drawing saved under 7025484</p>	not recommended			

176	S1000	Concrete Kerb and Channel	Amend	Amend Note 1 to suit AS3600 Compliance	In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 1 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."	Recommended		
177	S1000	Concrete Kerb & Channel	Amend	The section needs a note regarding cutting out of kerb for property access. layback k & C 130mm high may exceed AS Design standards for mounting by average passenger car (ISO 612:1978, term No. 6.10).	Example: Townsville will not permit kerbs to be cut, but have a lower profile kerb	Recommended to add not referring to S1015		
178	S1005	Typical Road Cross Section	Amend	Road Shoulder Treatment-Rural Propose to include gravel shoulder treatment cross-section for rural road.		Not recommended		
	S1005	Typical Road Cross Section Type 1, Type 2 & Type 3	Amend	Amend. Access Place to include 2.0 m wide concrete pathway on verge, on one side as per Street Design Manual: Walkable Neighbourhoods Section 2.3.3		Not recommended		
179	S1010	Public Utilities on Road Verges	Amend	In accordance with AS1158 Section B6.1(a), minimum offset from the kerb to the face of a light poles shall be 0.7m generally and 1.0m at intersections. Recommend adding an additional dimension from invert of kerb to face of pole with "0.7m minimum, 1.0m minimum at intersections".		Recommended		
180	S1010	Public Utilities on Road Reserve	Amend	Include note on drawing to reflect D8.07.09, 820mm offset +/- tolerance		note not recommended, drawing amended		
181	S1015	Access Crossovers	Amend	Amend notes: Driveway edge to be 600mm clear of any stormwater kerb inlet pits		Recommended		
182	S1015	Access Crossovers	Amend	New. Add additional options for non standard driveways and crossovers for CRC. Note to be added that justification is required for use of non standard driveways and crossovers. Design will require Council approval.	#6941287 - Non standard access driveway/crossover Updated design to be submitted by Design Team. Current drawing is a draft only #7034701 [AccessCrossovers-Sk01]	Recommended		
183	S1015	Access Crossovers	Amend	Amend Note 2 to suit AS3600 Compliance In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 2 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."		Recommended		
	S1015	Access Crossovers	Amend	Note 7 should not duplicate information from note 5. Instead say, "Where an existing footpath is sawcut and a new footpath is installed abutting the existing concrete, an expansion joint shall be formed in accordance with Note 5. Dowels may be fixed into existing concrete by drilling and fixing using a chemical anchoring solution."		Recommended		
184	S1015	Access Crossovers	Amend			Recommended		

185	S1015	Access Crossovers	Amend	Amend standard drawing to include separation distances from infrastructure. Plan view to show street tree, kerb inlet pit, kerb ramp, electrical distribution pillar			dealt with through other recommendations	
186	S1015	Access Crossovers	Amend	The drawing shows 1200mm 'wings' however on a dwelling built to boundary, a wing cannot be installed as it would encroach the neighbours property. Include a detail for cutting out of the kerb for residential property. The section also needs to acknowledge that most residential crossovers are 5m wide or more at the kerb. (see note on vehicles clearance, the drawing needs to reflect industry practice and planning constraints - note to see dwg S1015)			Not recommended	
187	S1015	ACCESS CROSSOVERS	Include note 11 as per S1105.	For Discussion. Sight distance requirements included in S1105 should be included in S1015 (residential area).		Discuss with the group as a suggestion.	Not recommended	
188	S1015	Access Crossovers	Amend	Driveway offset from property boundary. 600mm minimum from driveway creates a total strip of 4.2m (3 m width and 06m on both sides). Cairns Plan 2016 Section 9.4.8 AO8.2 (a) states the minimum access strip requirement is 4m.			noted	
189	S1016	Kerb Ramp	Amend	RF72 Mesh Note RF72 is terminology that is no longer in use. All references to RF72 mesh should be changed to SL72. Additionally, these notes should include the location of the mesh within the concrete (i.e. "SL72 mesh located centrally").			Recommended	
190	S1016	Kerb Ramp	Amend	Amend Note 2 to suit AS3600 Compliance In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 2 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."			Recommended	
191	S1016	Kerb Ramp	Amend	Amend Note 5 due to Clerical Error Change AS1328.4 to AS1428.4.			Recommended	
192	S1016	Kerb Ramp	Amend	Rationalise number of redundant pram ramps installed. Create an alternative for a cut out and poured with path pram ramp.			Noted	
193	S1025	Handrail / Tubular Steel Fence	Amend	Amend Note 5 to suit AS3600 Compliance In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 5 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."			not recommended	
194	S1026	Tramway Reserve Fence and Weldmesh Fence	Amend	Amend Note G3 to suit AS3600 Compliance In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note G3 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."			Not recommended	

195	S1027	Security Fencing	Amend	Amend Note 8 to suit AS3600 Compliance in accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 8 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."			Not recommended		
196	New S1033	Preferred shared path terminal treatment	NEW	New drawing			Recommended		
197	New S1034	Typical Bicycle treatment for single land roundabouts	New	New. Add CRC Preferred Typical Bicycle Treatment for Single Lane Roundabouts drawing as a guide for required signage and line marking only at new roundabouts. Roundabout itself will need to be designed and constructed as per relevant AS.			Recommended		
198	S1035	Pathways / Bikeways	Amend	New to suit AS1428 Compliance Consider adding a note which specifies that all longitudinal grades shall be in accordance with AS1428 unless otherwise approved by Council.			Recommended		
199	S1035	Pathways / Bikeways	Amend	Amend to suit AS1428 Compliance Consider changing the "2.5% to 3.0% grade" to "2.5% maximum grade" in accordance with AS1428. Add note which states "Alternative maximum cross-sectional grades may be considered with Council approval." similar to notes 11 & 12. Also consider merging this new note, note 11 and note 12.			Recommended		
200	S1035	Pathways / Bikeways	Amend	Amend Note 6 to suit AS3600 Compliance In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 6 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."			Recommended		
201	S1035	Pathways/bikeways	Amend	Commentary around corner truncations when they are less than standard. 1 Cord Truncations of 4.0 x 4.0 needs to be formalised. When 3-5% grade on verge but path at 2.5% results in the verge having steps which have been refused in the past. Recommend additional note regarding nail in path for conduits underneath.	see also D1.19 d9.12		Not recommended		

202	S1036	Bikeway Slowdown Control Details	Amend	Amend Note 1 to suit AS3600 Compliance in accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 1 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."	Not recommended			
203	S1038	Bikeway Slowdown Control Offset Chicane	Amend	Amend due to clerical error. 600mm dimension should be changed to 700mm to be consistent with all other FNQROC references.	Recommended			
204	S1039	Bikeway Slowdown Control 'Z' Chicane	Amend	Amend to suit AS1428 Compliance Design has insufficient manoeuvrability space (1500x1500mm) for a wheelchair to navigate the chicane. Recommend increasing the clear distance between long barrier rails to 1500mm.	Recommended			
205	S1040	Street Name Signs	Amend MRC to MSC	LIVE-#7004661-MSC submission - Street Signs - Note 1 - Standard Drawing	Recommended			
206	S1040	Street Name Sign	Amend	Amend Note 5 to suit AS3600 Compliance in accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 5 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."	Not recommended			
207	S1040	Street Name Signs	Amend	Remove note 3, requirement for valve box surround. Renumber notes accordingly	No Action - comment refers to an old drawing			
208	S1040	Street Name Sign	Amend	position of poles on esplanade roads, additional street name suffixes	No Action - note 4 covers this			
209	S1041	Traffic Control Devices	Amend	In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 8 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."	Not recommended			
210	S1041	Traffic Controlling Devices	Amend - signage to be located 600mm from sign edge from edge of road	signage to be located 600mm from sign edge from edge of road	Recommended with additional amendments			
211	S1041	Traffic Control Devices	New	Amend Note 8 to suit AS3600 Compliance Recommend adding a minimum dimension of 500mm from edge of footpaths to face of post (in accordance with AUSTRROADS AP-G88-17 Figure 3.2).	not recommended			
212	S1041	Traffic Control devices	Amend	Council have included new roundabout drawing. Recently at Smithfield Village, the internal road roundabout has 2 x the number and larger signs than McGregor Rd which is dual lane collector road. Need to rationalise and clarify what signage is required where.	Noted			

213	S1045	Excavation, Bedding and Backfilling of Precast Box Culverts	Amend	Amend Note 6 to suit HAT Changes Note 6 notes AHD 1.8m as being the cut-off for looking into alternative exposure classification. Consider changing to "...below HAT level within the local government area concrete shall be N40 minimum. Minimum cover to be 45mm".		Alternative wording recommended		
214	S1046	Excavation, Bedding and Backfilling of Concrete Pipes	Amend	Amend Note 6 to suit HAT Changes Note 6 notes AHD 1.8m as being the cut-off for looking into alternative exposure classification. Consider changing to "...below HAT level within the local government area concrete shall be N40 minimum. Minimum cover to be 45mm".		Alternative wording recommended		
215	S1050	Grated Kerb Inlet Pit Pipe Dia <= 600mm	Amend	Amend Note 2 to suit HAT Changes Note 2 notes AHD 1.8m as being the cut-off for looking into alternative exposure classification. Consider changing to "...below HAT level within the local government area concrete shall be N40 minimum. Minimum cover to be 45mm".		Alternative wording recommended		
216	S1050	Grated Kerb Inlet Pit Pipe Dia <= 600mm	Amend	Amend Note 1 to suit AS3600 Compliance In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher) as KIPs are always exposed to water. As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 1 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600. Minimum cover to be 40mm."		Recommended		
217	S1050C and S1055E	Grated Kerb Inlet Pit	Amend	The requirement for 100mm clearance on section drawing is not clear, this needs to be clarified if it should this be from inside or outside of pipe. Additionally consider if there should there be a trafficable version.		recommended		
218	S1055	Grated Kerb Inlet Pit Pipe Dia > 600mm	Amend	Amend Note 3 to suit HAT Changes Note 3 notes AHD 1.8m as being the cut-off for looking into alternative exposure classification. Consider changing to "...below HAT level within the local government area concrete shall be N40 minimum. Minimum cover to be 45mm".		amended wording recommended		
219	S1055	Grated Kerb Inlet Pit Pipe Dia > 600mm	Amend	Amend Note 2 to suit AS3600 Compliance In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher) as KIPs are always exposed to water. As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 2 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600. Minimum cover to be 40mm."		Recommended		
220	S1060B	Kerb inlet grate and frame	Amend	The drawing is silent on locking tabs, we comment adding alternative detail to add comment on locking tabs. Crevet Cast Iron alternative pits should also be included (Galvanized or black precast acceptable)		recommend note to be included		

221	S1065	Stormwater Manholes 1050 to 1500	Amend	Amend Note 1 to suit AS3600 Compliance in accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher) as manholes are always exposed to water. As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 2 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600. Minimum cover to be 40mm."	Amend Note 1 to suit AS3600 Compliance in accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher) as manholes are always exposed to water. As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 2 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600. Minimum cover to be 40mm."	Recommended		
222	S1065	Stormwater pits	New	New: add drawing to include a rectangular stormwater pit. See example TCC precast Grated drawing and TCC Stormwater Manhole details	New: add drawing to include a rectangular stormwater pit. See example TCC precast Grated drawing and TCC Stormwater Manhole details	Held over to be considered in issue 10		
223	S1065		Amend	The requirement for 150mm clearance on section drawing needs to be clarified if this is measured from inside or outside of pipe. Additionally, 150 mm measurement is inconsistent with S1050 and 1055. The sections needs to reference notes in S4.10	The requirement for 150mm clearance on section drawing needs to be clarified if this is measured from inside or outside of pipe. Additionally, 150 mm measurement is inconsistent with S1050 and 1055. The sections needs to reference notes in S4.10	Recommended to include note to outside of pipe		
224	S1066	Access Chamber Rectangular Roof Slab	Amend	Amend Note 2 to suit HAT Changes Note 2 notes AHD 1.8m as being the cutoff for looking into alternative exposure classification. Consider changing to "...below HAT level concrete shall be N40 minimum. Minimum cover to be 45mm".	Amend Note 2 to suit HAT Changes Note 2 notes AHD 1.8m as being the cutoff for looking into alternative exposure classification. Consider changing to "...below HAT level concrete shall be N40 minimum. Minimum cover to be 45mm".	Recommended		
225	S1066	Access Chamber Rectangular Roof Slab	Amend	Amend Note 1 to suit AS3600 Compliance in accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 1 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600. Minimum cover to be 40mm."	Amend Note 1 to suit AS3600 Compliance in accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 1 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600. Minimum cover to be 40mm."	Recommended		
226	S1070	Field Inlet Pits	Amend	Amend Note 2 to suit HAT Changes Note 2 notes AHD 1.8m as being the cutoff for looking into alternative exposure classification. Consider changing to "...below HAT level within the local government area concrete shall be N40 minimum. Minimum cover to be 45mm".	Amend Note 2 to suit HAT Changes Note 2 notes AHD 1.8m as being the cutoff for looking into alternative exposure classification. Consider changing to "...below HAT level within the local government area concrete shall be N40 minimum. Minimum cover to be 45mm".	Recommended		
227	S1070	Field Inlet Pits	Amend	Amend Note 1 to suit AS3600 Compliance in accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 1 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600. Minimum cover to be 40mm."	Amend Note 1 to suit AS3600 Compliance in accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 1 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600. Minimum cover to be 40mm."	Recommended		
228	S1075	Concrete Pipe Headwall 375 to 675	Amend	Amend Note 2 to suit HAT Changes Note 2 notes AHD 1.8m as being the cutoff for looking into alternative exposure classification. Consider changing to "...below HAT level within the local government area concrete shall be N40 minimum. Minimum cover to be 45mm".	Amend Note 2 to suit HAT Changes Note 2 notes AHD 1.8m as being the cutoff for looking into alternative exposure classification. Consider changing to "...below HAT level within the local government area concrete shall be N40 minimum. Minimum cover to be 45mm".	Recommended		

229	S1075	Concrete Pipe Headwall 375 to 675	Amend	Amend Note 1 to suit AS3600 Compliance In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 1 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600. Minimum cover to be 40mm."	Recommended			
230	S1080	Box Culvert Headwall 150 to 600	Amend	Amend Note 1 to suit AS3600 Compliance In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 1 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600. Minimum cover to be 40mm."	Recommended			
231	S1080	Box Culvert Headwall 150 to 600	Amend	Amend Note 2 to suit HAT Changes Note 2 notes AHD 1.8m as being the cutoff for looking into alternative exposure classification. Consider changing to "...below HAT level within the local government area concrete shall be N40 minimum. Minimum cover to be 45mm".	Recommended			
232	S1085	Concrete Pipe Headwall Wingwalls and Apron	Amend	Amend Note 2 to suit HAT Changes Note 2 notes AHD 1.8m as being the cutoff for looking into alternative exposure classification. Consider changing to "...below HAT level within the local government area...".	Recommended			
233	S1090	Box Culvert Headwall, Wingwalls and Apron	Amend	Amend Note 2 to suit HAT Changes Note 2 notes AHD 1.8m as being the cutoff for looking into alternative exposure classification. Consider changing to "...below HAT level within the local government area...".	Recommended			
234	S1105	Rural Allotment Accesses	Amend	Amend Note 8 to suit AS3600 Compliance In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 8 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."	Recommended			
235	S1105	Concrete driveway for allotment access	amend	The section needs to reference S1110 and vice versa	Recommended			
236	S1110	Concrete Driveway for Allotment Access	Amend	Amend Note 2 to suit AS3600 Compliance In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 2 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."	Recommended			
237	S1110	Concrete driveway for allotment access	amend	The section needs to reference S1015 and vice versa	Recommended			

238		Water	Amend / New	Ferrules and Tappings	Ferrules and tapping bands to be brass only	Not Recommended						
239	S2000	Valve Box Installation	Amend	Amend Note 7 to suit AS3600 Compliance in accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 7 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."		Recommended						
240	S2001	Air Valve Pit / Air Release	Amend	AMEND Proposed amendments to drawing S2001 - add in DN100	These amendments from CRC Design and Delivery team. These amendments make FNQROC consistent with practices used for capital works and the expectations of Utility Services.	Recommended						
241	S2001	Air Valve Pit / Air Release	Amend	Amend Note 5 to suit AS3600 Compliance in accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 5 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."		Recommended						
242	S2010	Kerb and Road Markers	Amend	Amend Note 1 to suit AS3600 Compliance	In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 1 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."	Recommended						
243	S2011	Steel Marker Posts	Amend	Amend Note 7 to suit AS3600 Compliance	In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 7 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."	Recommended						
244	S2012	Timber Marker Posts	Amend	Amend Note 6 to suit AS3600 Compliance	In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 6 to read "...Concrete shall be N32 minimum in accordance with AS1379 and AS3600."	Recommended						
245	S2015a	Thrust block details	Need to amend Note 1 to read AS 1379 (not AS 3179)			this submission is already in place in current version C						

246	S2015		Amend	Consider adding a notes which specifies: - Crossfall for the footpath area is 2.5% maximum and - amend N25 to N32.				N25 to N32 Recommended Crossfall not recommended		
247	S2025	Water Service Road Crossings	Amend	Amend Drawing S2025 as per markup #7035637 and as listed below. Include hydrant and text as shown on markup.			These amendments from Utility Services Water Reticulation. This amendment is a clarification.			
248	S2038	S2038 Standard Arrangement of 20mm water service and recycled water installations	Amend	AMEND Amend Drawing S2038B as per markup #7035264 and as listed below. Amend Note 3, as follows: 3. Normal location of water service to be on opposite boundary to electricity supply. Where it is located on the same side as the electricity supply then it shall 1.5m away. On both details change the envelope diameter from 80DN to 100DN. "80 100 PVC-U Envelope."			These amendments from Utility Services Water Reticulation. Amendments provide further detail on clearances to ergonom pillar box.	Recommended		
249	S2038	Standard Arrangement of 20mm Water Service and Recycled Water installations		This change would reduce the time taken for properties to be connected, reduce costs to council, reduce damaged services, reduce ESC risk, reduce WHS risk with people working on an open road	Developer should install all road crossings and property connections at subdivisional stage. Note 6 should be replicated ON the drawing and also on S1035C.			Not recommended		
250	S2038B	Standard arrangement of a 20mm water installation		Cairns installation process requires council to dig up freshly made and ESC controlled verges to install water services. Mareeba version allows the contractor to do the water service, preserving the ESC controlled verge. See attached additional information	Comment - Is everyone still using copper from the main Cook Shire uses Chlorblue PN20 Poly from the main to close to the property boundary. Copper is brought in through property boundary to the meter.			Comment discussed		
251	038B vs S2060B (Mareeba)	Standard 20mm water mains	Amend	There are inconsistencies in the section, it refers to roller door in notes but acoustic doors on plans. The section also specifies 9mm CFC sheeting on gables which are no longer made.			We recommend including the same process in Cairns to avoid additional ESC risks and damage to services.	comment noted, no change recommended		
252	S2041A	Water Lift Station	Amend	add note: applies to PCB's within the lot]			Drawing to be revised to reflect current standards and materials.	Recommended		
253	S3005E	Property Connection Branches	Amend	Where sewers are within the lot, the Property Connection Branch (PCB) type must be type E1A provided the control of the lot allows for the height of the fibreglass drop, alternatively change to type E2. The PCB types are to be confirmed at the pre-start meeting.			Add note to that effect.	Recommended		

254	S3020	Sewerage Pump Station layout	Amend	<p>AMEND Proposed amendments to drawing S3020 - see markup attached to email #7034654</p>	<p>The reason for increasing the diameter to 1200mm is to allow additional space for pump bypass equipment to be inserted into the manhole and it increases the manhole operating volume during bypassing. It also improves personnel access into the manhole to install bypassing equipment.</p> <p>The receiving manholes are required so there's only one inlet into the SFS wet well which is good for the hydraulics of the pumps. Multiple inlets into the wet well from different directions are unfavourable for pump hydraulics and this can be resolved with a receiving manhole at every station.</p> <p>See attached email with extract from WSA code.</p> <p>Pressure main connection point to be moved after the Y. Bypass to have 3 isolation valves on the tee connection.</p> <p>This proposed arrangement facilitates isolation options for the pump station and the rising main. Moving the injection point to after the wye piece and including 3 valves at the injection point enables:</p> <ul style="list-style-type: none"> • Pump station bypassing • Working on the valve pit valves or the spools cast into the valve pit during bypassing (can't be done with current arrangement which relies on the valves in the valve pit) • Redirecting the rising main to a nearby manhole in an adjacent catchment. 	Recommended		
255	S3030	Sewerage Pump Station Details	Amend	<p>AMEND Proposed amendments to drawing S3030 - see markup attached to email #7034654</p>	Recommended			
256	S4110	Traffic Islands / Medians	Amend	<p>Amend Note 2 to suit AS3600 Compliance</p>	<p>In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 2 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600."</p>	Recommended		
257	S4110e			<p>see doc No. 7048795</p>	<p>Note 9 specifies terracotta - does it need a note to say unless tying into existing where colour to be matched?</p>	Not recommended		
258	S4300	Barrier Fencing and Bollards	New	<p>New to suit AS3600 Compliance</p>	<p>In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend adding note to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600." Adjust notes on plan to suit.</p>	Not recommended		
259	S4300	Barrier Fencing and Bollards	Amend	<p>Amend Note 8 to read "Proprietary removable Galvanised Steel/Aluminium bollards with locking mechanism (powder coated or painted safety yellow with reflective tape) for park access to be approved by Local Authority and installed as per manufacturers specifications."</p>	<p>Inclusion of aluminium as an acceptable proprietary bollard product. Galvanised steel is a manual handling issue</p>	Not recommended		
260	S4300	Barrier Fencing and Bollards	Amend	<p>Change title S4300F to Barrier Fencing and Bollards Include reference to Councils standard design of removable bollards as follows: Advance Stainless manufacture 6.5mm yellow powder coated aluminium bollards with a steel sleeve.</p>	<p>Refer Comment 9 LIVE-#7016256-FNQROC Development Engineering Landscaping Amendment Submission Form</p>	Not recommended		

261	NEW / S4300	Replac Bollards	Amend	CRC require Replac post and rail fencing . We recommended a new drawing replicating S4300 but for Replac (Uniform size/colour)	Not recommended			
262	S4340	Typical Bench Seat	Amend	Amend to suit AS3600 Compliance	Recommended	In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend adding "N32" to "100mm thick concrete mowing strip 2500 long x 900 wide SL62 mesh centrally placed." note.		
263	S4340E	Typical bench seat	Amend	add replac item	already in note 2			
264	S4370F	Typical Playground Edging	Amend	add replac item	already in note 4			
265	S4380E	Garden Bed Edging	Amend	add concrete and replac items	already in note 3			
266	S4390	Advisory Signs	New	New to suit AS3600 Compliance	Recommended with N20 not N32	In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend adding note to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600." Adjust notes on plan to suit.		
267	S4390E	Advisory Signs	Amend	Add note that recycled plastic at similar sizes and dimensions may be permitted with council approval	Already in note 6			
268	S9010	Park Access Gate	Amend	Amend Note 4 to suit AS3600 Compliance	Not recommended	In accordance with AS3600 Table 4.3, all areas within the FNQROC area have a concrete exposure classification of B1 (or higher). As a result, and in accordance with AS3600 Table 4.4, the minimum grade of concrete should be 32MPa. Recommend changing note 4 to read "Concrete shall be N32 minimum in accordance with AS1379 and AS3600." Adjust notes on plan to suit.		
Local Government Standard Drawings								
269	TRC Std Drawing S2005 E	Water	Amend	Cats Eyes	Not recommended	Add Cats eye requirements as seen on MCS drawings.		
270	TRC Std Drawing S2020 E	Water	Amend	typo	Not recommended	See Elevation - amend 'gate' to 'gate'		
271	TRC Std Drawing S2060 B	Water	Amend	Connections	Not recommended	Amend 20mm connection to "20-50mm"		
272	D9.07	Street Tree Planting - CRC Specific	Amend	Root directors are required in the CBD opposed to root barrier used in the streetscape areas. Water wells are required for tree planting. The standard drawing S2470 requires additional general notes and changes to the details to reflect Councils current standards for street tree installation. Propose a Cairns Specific Standard Drawing S2470. Refer marked up drawing	Not recommended	Refer to Comment 4 LIVE-#7016256-FNQROC Development Engineering Landscaping Amendment Submission Form		
Local Government Specific Clauses								
273	D6	Design Guidelines Water Reticulation CRC Specific	Amend	Replace existing item 1 with the following. 1. Pumping stations shall generally be in accordance with the Design Guides for Water Pumping Stations and Switchboards.	Recommended	Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.		

274	D7.18(1)	Design Guidelines Sewage Systems Pump Stations	Amend	<p>AMEND</p> <p>Replace existing item 1 with the following. 1. For Council's general requirements refer to Design Guide for Sewage Pumping Stations and Design Guide for Switchboards.</p>	Proposed amendments from CRC Design and Delivery team and are based on information included in Council's water and sewerage contracts. These amendments make FNQROC consistent with practices used for capital works.	Recommended		
275	CRC Specific Requirements D9.06	CRC Specific On Street Landscaping Works Verges	Amend	<p>Replace existing clause</p> <p>Any landscaping such as Planting Clearing or Damaging vegetation within Council management land must be in accordance with Council's General Policy's and Local Law 11.</p>	Refer to Comment 1 - #7016256	Recommended		
276	D9.07	Street Tree Planting - CRC Specific	Amend	<p>Root directors are required in the CBD opposed to root barrier used in the streetscape areas</p> <p>Water wells are required for tree planting</p> <p>The standard drawing S4210 requires additional general notes and changes to the details to reflect Council's current standards for street tree installation. Propose a Cairns Specific Standard Drawing S4210.</p> <p>Refer marked up drawing</p>		Recommended		
277	D9.07	Street Tree Planting - CRC Specific	Amend	<p>Street trees must be planted in the front of properties at a rate of one per lot, or at the necessary rate to provide at least one street tree every 15 metres on both sides of all streets</p>	Refer to Comment 5 LIVE-#7016256-FNQROC Development Engineering Landscaping Amendment Submission Form	Recommended		
278	CRC Specific Requirements D9.07	CRC Specific Street Tree Planting	Amend	<p>Recommended D9.07 Additional Clauses</p> <p>a. If at the time of planting, the proposed locations of all on-street and park trees do not comply with Design Guideline D9.07 of the FNQROC Development Manual, particularly setbacks from infrastructure such as streetlights and driveways, these proposed locations are to be adjusted to achieve compliance. The developer must ensure street trees are installed in alternative locations, that are compliant with the FNQROC setbacks to ensure the required street tree quantities are achieved (where possible).</p> <p>b. Any changes to the landscaping relating to street tree planting must be noted (preferably in red ink) and submitted as an amendment prior to the landscaping inspection, so that Council has an accurate record of as-constructed drawings/street tree installation.</p>	Refer to Comment 2 LIVE-#7016256-FNQROC Development Engineering Landscaping Amendment Submission Form	Recommended		
279	CRC Specific Requirements Appendix P	12. Water Retention, 13 Sewerage Retention, and 15. Stormwater Drainage System	Amend	<p>Clean up and Removal of several linework descriptions</p>		Recommended		

280	NEW CRC specific	Rural Verge Landscaping Treatment	New	The FNQROC does not include a standard drawing or design specification for Rural Verge Landscaping treatment. Suzan Quigg Landscape Designer has provided a detail and section plan for Council approved design associated with Goldsborough Valley Views stage 5&6 8/10/1149 #7012670 as below.	Recommended		
281	CRC- Development Services	S4210 - CRC	Street Tree Planting S4210	New	Marked Up Drawing - I'd like to see the root barrier installed flush against back of kerb and footpath to maximise the area available for the tree to establish its root system in what is already a small space between back of kerb and footpaths.	Recommended	
282	CRC Specific Drawings	Rename S4210B- CRC to S4211	Urban Street Planting		Amended to keep the naming and number conventions the same as the manual	Recommended	

8.5 DEVELOPMENT AND GOVERNANCE QUARTERLY REPORT - APRIL TO JUNE 2023

Date Prepared: 5 June 2023

Author: Manager Development and Governance

Attachments: Nil

EXECUTIVE SUMMARY

This report presents the key activities of the Development and Governance Group for the April to June 2023 quarter.

RECOMMENDATION

That Council That Council receives the quarterly report of the Development and Governance Group for the April to June 2023 quarter.

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

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

In addition to routine matters of operation, the following activities have occurred during the April to June 2023 quarter and are presented below by service area.

GOVERNANCE, COMPLIANCE and RECORDS**Native Title**

There are currently eight (8) Native Title claims within Mareeba Shire consisting of Djungan #5 (QUD811/2018), Wakaman #3 (QUD746/2016), #4 (QUD728/2017), #5 (QUD178/2018), Cairns Regional Claim Group (QUD692/2016), Muluridji #3 (QUD824/2018), Kunggandji Gurrabuna (QUD21/2019) and Eastern Kuku Yalanji People #2 (QUAD356/2022).

On 21 June 2023, Council received notification under s 66(3)(a) of the *Native Title Act 1993* (Cth), of the 27 February 2023 acceptance by the National Native Title Tribunal of the registration of Eastern Kuku Yalanji People #2 (QUAD356/2022) on the Register of Native Title Claims. In order that Council's interests are considered, the matter has been referred to Council's legal representation to arrange for Council to be registered as a respondent party to the application.

On 15 March 2023, Council resolved to support the progression of Consent determination actions under s 87 of the *Native Title Act 1993* (Cth) relevant to the Wakaman People #3, Wakaman People #4 and Wakaman People #5 claims. The determinations for this claim series is set for hearing by the Court on country in Chillagoe on 18 August 2023.

Indigenous Land Use Agreements (ILUA)

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

Council issued a Native Title and Cultural Heritage Consultation Notice to the Muluridji People under the terms of the ILUA to initiate consultation relevant to the Bicentennial Lakes project (northern section) scheduled for commencement in May of 2024.

Land Tenure Instruments

Council negotiated one new tenure instrument during the period:

- One (1) renewal of Management Agreement relevant to Mareeba Heritage Museum and Visitor Information Centre, for the exclusive use and occupation of the land and buildings on Reserve R1571 – Lot 564 SP103858.

Mareeba Aviation Industrial Precinct

Council recorded nil (0) new leasing interests at the Mareeba Aviation Industrial Precinct during the quarter.

Mareeba Industrial Park

New updated signage has been installed at the Mulligan Highway/Barret Street entrance and also at the Bowers Street directly into the industrial park showing an updated aerial image of lots available for sale.

Council recorded nil (0) new land sale settlements during the period. Currently there are 14 developed lots available for sale.

Other Land Sales

Council recorded nil (0) land sales of other freehold land interests during the quarter.

Notifiable Breaches - internal

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

Right to Information and Information Privacy

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

Unreasonable Complainant Conduct

Council recorded nil (0) new cautionary notice actions undertaken during the period under Council's *Unreasonable Complainant Conduct Policy*.

Administrative Action Complaints

Details of complaints received/processed during the period ending 30 June 2023 are displayed in the following table as aligned with the same period in 2022:

	Apr – Jun 2022	Apr – Jun 2023
Complaints carried over from previous period	7	3
Complaints carried over from previous period finalised during this reporting period	7	3
Complaints lodged during reporting period	23	10
Complaints finalised during reporting period	16	8
Complaints still in process (not finalised) during reporting period	7	2

BUILDING, PLUMBING and TRADEWASTE

Building Applications

In 2018, Council resolved to no longer provide building certification in the major population areas of Mareeba Shire. In 2020, Council resolved not to provide building certification across the entire jurisdiction. However, Council is still responsible for the applications it had received up until this point. Generally, approved building applications are granted two (2) years to complete the approved building works. Council's Policy is to provide one (1) extension for all applications upon valid request where works have begun. Therefore, some applications may continue for a maximum of two (2) further years.

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

Current applications as at 1 April 2023	7
Completed	1
Cancelled	0
Current applications as of 30 June 2023	8

Plumbing Applications

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

Current applications as at 1 April 2023	305
New Applications	41
Completed	53
Cancelled	0
Current applications as of 30 June 2023	311

Trade Waste

The 2022 / 2023 Trade Waste inspection program for Mareeba has occurred in conjunction with Plumbing Inspections.

Regulatory

Building, Plumbing, and Trade Waste Services had 107 customer requests this quarter of which 99 were resolved. In comparison to the same quarter in 2022, Council received 134 customer requests.

Compliance

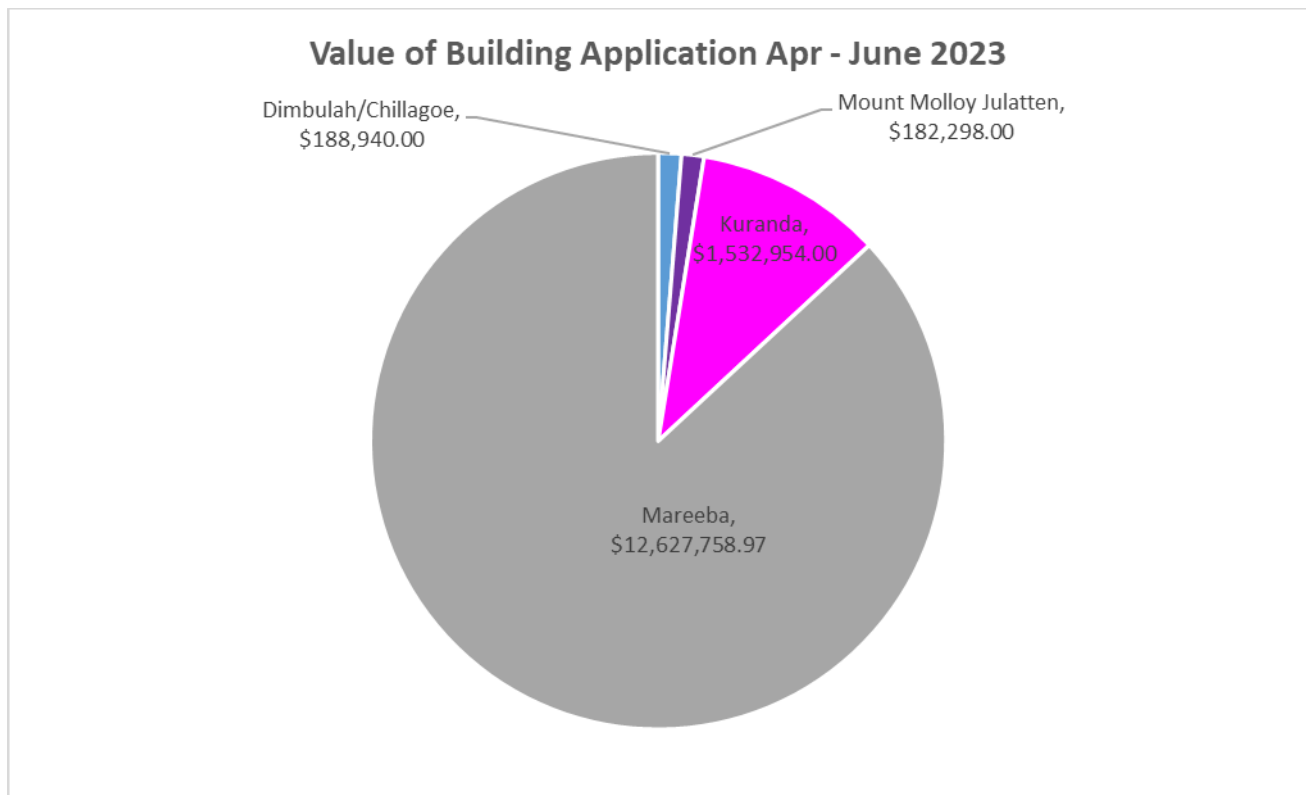
Council continues to progress 49 escalated building and plumbing compliance enforcement actions for unapproved structures relevant to 29 properties across the jurisdiction.

A strategic risk management approach to responding to non-compliance complaints was adopted in September 2022. Council’s approach is still to manage each complaint as low, medium and high risk compliance matters.

Building

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

Quarter	April - June 2023		April - June 2022	
	\$	A	\$	A
Total	\$14,531,951.37	88	\$20,145,476.91	110



REGIONAL LAND USE PLANNING

New Development Applications

10 development applications were lodged in the June quarter 2023 compared to 22 lodged in the June quarter 2022.

Development applications received/approved during the June quarter 2023 as compared to the YTD comparisons are as follows:

	Apr - June 2023	2022/23 YTD	2021/22 YTD
New Development Applications lodged	10	41	58
Decision Notices issued under delegated authority	4	26	37
Negotiated Decision Notices issued under delegated authority	0	0	0
Decision Notices issued (from Council Minutes)	5	16	17
Negotiated Decision Notices issued (from Council Minutes)	0	0	0
Extensions to relevant period issued	0	1	4
Extensions to relevant period issued (from Council Minutes)	0	0	0
Change to existing Development Approval issued	1	1	2
Referral Agency Response approvals issued under delegated authority	4	27	28
Survey Plans endorsed	6	23	31
Notices issued under Planning Act	0	0	0
Planning Appeals and other Court proceedings	0	0	2

LOCAL LAWS AND ENVIRONMENTAL HEALTH

Local Laws

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

Animals

	Apr - Jun 2023	Apr - Jun 2022	Apr - Jun 2021
Animal Attack	32	40	31
Barking Complaints	38	84	46
Council traps	40	28	42
Cruelty	2	0	0
Enquiries, Unregistered, Hygiene, unleashed	120	186	129
Missing/Lost/Found	24	9	31
Restrained for Collection	41	37	38
Straying Animals	143	144	115
Too many animals	8	14	9
Total	448	542	441

**There has been a decrease in straying animals in the last quarter. This could be the result of Councils general increase in patrols and general community engagement to ensure owners are being responsible pet owners.*

Dog Registration

As at the 30 June 2023 Council has a registered population of 4,147 dogs in the shire with 1,390 dog renewals outstanding.

The high number of outstanding renewals are for animal owners who have not renewed their animal registration for the following financial year. A reminder letter will be sent out in the second week of July 2023 to remind the owners to have their animal registration noticed renewed. These owners will be issued with infringements in August 2023 if they fail to renew the registration or fail to notify Council of a change in their circumstances (deceased, left the area).

	Apr - Jun 2023	Apr - Jun 2022	Apr - Jun 2021
Deceased	331	311	276
Left the area	189	162	144
New registrations	196	204	196

Other Areas

	Apr - Jun 2023	Apr - Jun 2022	Apr - Jun 2021
Abandoned Vehicles	28	33	39
Commercial Use of Roads	13	23	19
Illegal Camping	9	7	5
Illegal Signs	0	6	9
Obstruction of Footpath	0	2	8
Overgrown	30	75	47
Parking, illegal parking	7	15	20
Other	12	4	5
Total	99	165	153

Environmental Health

The Environmental Health section responded to a total of 134 enquiries, complaints and service requests for the quarter relating to the following matters:

	Apr - Jun 2023	Apr - Jun 2022	Apr - Jun 2021
Flying Foxes	1	0	0
Food Complaints	4	0	0
Food Enquiry	32	24	39
Food General	15	16	15
General Service Enquiry	18	43	33
Health Enquiry	7	4	14
Illegal Dumping	13	9	6
Other	8	6	6
Pollution	32	28	18
Public Health Complaint/enquiry	4	2	3
Total	134	132	128

Notices Issued, Inspections Carried Out, Applications Processed

	Apr - Jun 2023	Apr - Jun 2022	Apr - Jun 2021
Animal Management infringements issued	12	18	17
Animals Impounded	120	140	156
Compliance Notices Issued	22	29	23
Food Inspections Undertaken	45	26	38
Local Laws infringements issued	24	29	53
Regulated Parking infringements issued	1	76	53
Warning letters issued	58	88	6

There is also a general decrease in animal impounded compared to 2022 and 2021 quarters. This could be attributed to general compliance in animal owners ensure their animals are not wandering at large.

In the last quarter (1 April 2023 to 30 June 2023) the following impounds were recorded for dogs:

- Animal returned to owner 1st occasion for free (dog was wandering but was registered): 7 dogs.
- Animal caught wandering (not registered or registered and previously returned to owner): 120 dogs were impounded.

All licence renewals (Food, Accommodation, Commercial Use for Roads, Excess Animals, Public Health) have been issued for the follow financial year.

45 Food licence inspections were conducted this quarter with two (2) show cause notices issued.

COMMUNITY HOUSING

Mareeba Shire's Community Housing Service subcontracting arrangement with the Mareeba Community Housing Company commenced 1 July 2022 and the new arrangements continue to progress well. The Community Housing Asset Management Plan has been updated and work commenced to investigate future options for improved sustainability of the service and long term strategies for alleviating the local rental crisis.

A Capital Funding Agreement has been executed between Council, the Department of Communities, Housing and Digital Economy and the Mareeba Community Housing Company for the construction of a new two x two bedroom duplex in Mareeba with government funding.

LINK TO CORPORATE PLAN

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

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

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

IMPLEMENTATION/COMMUNICATION

Nil

KEY COMMUNICATION MESSAGES – INTERNAL USE ONLY

8.6 OPERATIONAL PLAN 2022/23 PROGRESS REPORT JANUARY TO MARCH 2023

Date Prepared: 5 June 2023

Author: Manager Development and Governance

Attachments: 1. [Operational Plan Progress Report April to June 2023](#) ↓

EXECUTIVE SUMMARY

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

RECOMMENDATION

That Council receives and notes the progress report on the implementation of the 2022/23 Operational Plan for the period April to June 2023.

BACKGROUND

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

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

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

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

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

FINANCIAL AND RESOURCE IMPLICATIONS***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

Nil.

Planning commenced for review and update of existing CRM system including new processes							
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken April to June 2023	Progress:	
Long-term Financial Plan	FIN 1 FIN 2	Long-Term Financial Plan that supports effective and sustainable financial management Effective and sustainable financial management	Finance	<ul style="list-style-type: none"> Ensure Long Term Asset Management Plan and Financial Plan aligns with revised Sub-Asset Management Plans and Local Government Infrastructure Plan 	<ul style="list-style-type: none"> Review of Capital Program Proposals for 2023-24 to ensure alignment with the LTAMP, LTFP and LGIP. 	<ul style="list-style-type: none"> Not commenced In Progress Completed <p>Completed</p>	
Comprehensive Asset Revaluations:	FIN 1	Long-Term Financial Plan that supports effective and sustainable financial management	Finance	<ul style="list-style-type: none"> Drainage comprehensive revaluation K & C comprehensive revaluation 	<ul style="list-style-type: none"> Data Collection in progress for drainage however a comprehensive revaluation has been deferred due to resourcing. K&C comprehensive valuation final report received. 	<ul style="list-style-type: none"> In progress Completed 	
Internal Access to Financial Information	FIN 3 FIN 4	Effective Business Management A Skilled and Sustainable Workforce	Finance	<ul style="list-style-type: none"> More users able to operate financial systems and locate relevant documentation Provide additional in-house training and support 	<ul style="list-style-type: none"> New monthly reports developed and prepared for Managers to track actual v budget In-house training continues as needed and extensive training as requested is available 	<ul style="list-style-type: none"> Completed Completed 	

Planning commenced for review and update of existing CRM system including new processes							
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken April to June 2023	Progress:	
Technology One enhancements	FIN 3	Effective and sustainable financial management	Information Systems Organisational Development	<ul style="list-style-type: none"> Provide further enhancements Transition to CIAnywhere 	<ul style="list-style-type: none"> Continuing rollout of Project Lifecycle Management (PLM). Key user training and acceptance testing has been completed. Go Live date is scheduled for early July 2023 	<ul style="list-style-type: none"> Not commenced In Progress Completed 	
Mareeba Industrial Estate Development	FIN 3	Effective business management	Development & Governance	<ul style="list-style-type: none"> Implement Promotional Strategy & outsource Real Estate Services 	<ul style="list-style-type: none"> Marketing and promotion by MPO continues. No land sales have occurred this quarter. A total of 8 blocks were sold in 2023/24 	In Progress	
Tom Gilmore Mareeba Aviation Industrial Precinct	FIN 3	Effective business management	Development & Governance	<ul style="list-style-type: none"> Implement Promotional Strategy 	<ul style="list-style-type: none"> No new leases were issued in 2023/24 A new promotional strategy is planned for 2023/24 	In Progress	

Planning commenced for review and update of existing CRM system including new processes							
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken April to June 2023	Progress:	
Customer Service Standards and Process	FIN 3	Effective business management	Customer & Community	<ul style="list-style-type: none"> Customer request systems and processes reviewed to determine appropriate responses including resolution timeframes 	<ul style="list-style-type: none"> Planning commenced for review and update of existing CRM system including new processes 	<ul style="list-style-type: none"> Not commenced In Progress Completed 	
ICT Strategy implementation: <ul style="list-style-type: none"> PABX replacement SharePoint Online 	FIN2 FIN 3	Effective and sustainable financial management Effective business management	Information Systems	<ul style="list-style-type: none"> PABX replacement Cloud Data Protection 	<ul style="list-style-type: none"> Ongoing evaluation of contact centre software. Solutions from 3 vendors are being considered. Project to continue in 2023/24 	In Progress	
Sustainable Workforce	FIN 4	A skilled and sustainable workforce	Organisational Development	<ul style="list-style-type: none"> Training and development of workforce where required to improve efficiencies and ensure workplace safety 	<ul style="list-style-type: none"> Ongoing organisation wide training is taking place Workplace safety audit recommendations continue to be implemented A focus on leadership training will commence in early 2023/24 	In Progress	

Planning commenced for review and update of existing CRM system including new processes							
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken April to June 2023	Progress:	
Workforce Efficiencies	FIN 1	Long-Term Financial Plan that supports effective and sustainable financial management	All	<ul style="list-style-type: none"> Implement efficiencies & cost saving measures identified in 2022 review 	<ul style="list-style-type: none"> More than 80% of the efficiency measures have now been implemented Continuous review and implementation is now embedded into operational activities 	<ul style="list-style-type: none"> Not commenced In Progress Completed 	
	FIN 2	Effective and sustainable financial management				In Progress	
	FIN 3	Effective business management					

Community

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

Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken April to June 2023	Progress:
Council Website Enhancements	COM 1	An engaged community	Information Systems	<ul style="list-style-type: none"> Improved capacity and information sharing Increased web-based forms 	<ul style="list-style-type: none"> Website maintained with no enhancement actions 	<ul style="list-style-type: none"> Not commenced In Progress Completed <p>In Progress</p>
Sustainable Community Housing for Seniors	COM 1 FIN 3	An engaged community Effective business management	Customer & Community Finance	<ul style="list-style-type: none"> Community Housing Service is Transitioned to Community Management 	<ul style="list-style-type: none"> Community Housing Asset Management Plan reviewed and adopted by Council MCHC completed condition assessments on 41 properties Capital Funding Agreement executed for construction of new duplex for seniors in Mareeba 	In Progress

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”

Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken April to June 2023	Progress: Not commenced In Progress Completed
Review Asset Management Plans across asset classes	TCI 1	Sustainable Infrastructure for the future.	Technical Services	<ul style="list-style-type: none"> Undertake data verification 	<ul style="list-style-type: none"> Facility condition assessments underway 	In Progress.
	TCI 4	Public spaces and facilities	Finance	<ul style="list-style-type: none"> Undertake condition assessment and defect identification across individual asset classes. 	<ul style="list-style-type: none"> Asset management plan review and development is ongoing. 	
	COM2	An active, safe and healthy community		<ul style="list-style-type: none"> Document and review prioritisation and response times for maintenance and operational activities Improvement of asset management processes to be reflected in Long Term Asset Management Plan and Long-term Financial 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”

Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken April to June 2023	Progress: Not commenced In Progress Completed
Local Government Infrastructure Plans Review (LGIP)	TCI 1 FIN 2	Sustainable Infrastructure for the future Effective and sustainable financial management	Development & Governance Finance Technical Services Water and Waste	<ul style="list-style-type: none"> Review LGIP Review condition and remaining capacity of existing trunk infrastructure to identify renewals and upgrades that will be needed to cater for development Review methodology and calculation of Infrastructure Charges 	<ul style="list-style-type: none"> Water asset management subplan currently under review prior to updating Awaiting input from the State regarding proposed LGIP amendments ahead of final consideration and adoption by Council 	<p>In Progress</p> <p>In Progress</p>
Parks and Open Spaces Strategy	TCI4	Public spaces and facilities	Technical Services Project Management Works	<ul style="list-style-type: none"> Complete planned construction for financial year 	<ul style="list-style-type: none"> Planned projects and construction continuing 	<p>In Progress</p>

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”						
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken April to June 2023	Progress: Not commenced In Progress Completed
New Kuranda Cemetery	TCI 1	Sustainable Infrastructure for the future	Technical Services	<ul style="list-style-type: none"> • Adopt Propose Site • Complete required operational works 	<ul style="list-style-type: none"> • Tender awarded for Construction • The project will continue into 2023/24 	In Progress

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”

Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken April to June 2023	Progress: <ul style="list-style-type: none"> • Not commenced • In Progress • Completed
Waste Management Services Strategy	EAE 1	Environmentally responsible and efficient waste and wastewater management	Water & Waste	<ul style="list-style-type: none"> • Participate in the development of Regional Waste Management Strategy 	<ul style="list-style-type: none"> • FNQROC were invited to liaise with the Minister’s Chief of Staff to discuss future announcements opportunities which is what they’re currently doing and also talking at length with DES regarding governance and funding 	In Progress
	TCI 1	Sustainable Infrastructure for the future	Finance			
Planning Scheme Review	EAE 2	A Sustainable Planning Scheme	Development & Governance	<ul style="list-style-type: none"> • Draft review of MSC Planning Scheme and supporting documents 	<ul style="list-style-type: none"> • Review to commence July 2024 after new FNQ Regional Plan is adopted • Council provided further input to the development of new regional plan 	Not commenced
Temporary Local Planning Instrument (TLPI)	EAE 2	A Sustainable Planning Scheme	Development & Governance	<ul style="list-style-type: none"> • Review the Planning Scheme and negotiate with State to meet condition of TLPI 	<ul style="list-style-type: none"> • Report recommending major amendment to Planning Scheme to meet condition of TLPI presented at Council meeting 21 June 2023 in accordance with Ministerial direction received in June 2023 	Completed

<p style="text-align: center;">Governance</p> <p style="text-align: center;">“Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community”</p>						
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Actions Taken April to June 2023	Progress: Not commenced In Progress Completed
Compliance Review	GOV 2	Strong focus on compliance and enterprise risk	Development & Governance All	<ul style="list-style-type: none"> Implement all changes identified in review WHS LGW Compliance Priority 	<ul style="list-style-type: none"> Environmental Health compliance review of water and waste issues due for completion 30 June 2023 	Completed
Cybersecurity Enhancements	GOV2	Strong focus on compliance and enterprise risk	Information Systems	<ul style="list-style-type: none"> Implement security measures as defined by the ACSC Essential 8 Monitor and report on Phishing vulnerability and awareness 	<ul style="list-style-type: none"> Continue implementation of ACSC Essential 8 mitigation strategies. A new engagement for Cybersecurity Incident Response services has been secured 	In Progress
Governance of Infrastructure Approvals Process Review	GOV 1 GOV 2 EAE2	Ethical, accountable, transparent and affordable decision making Strong focus on compliance and enterprise risk A Sustainable Planning Scheme	Technical Services Development & Governance	<ul style="list-style-type: none"> Review of Planning Scheme post Asset Management Plan and LGIP to ensure standards are enforced on developers Streamline road corridor approval process Implement process for reviewing and provide feedback on the impacts of developments and operational works on council infrastructure 	<ul style="list-style-type: none"> Review of Planning Scheme to commence July 2024 once FNQ Regional Plan adopted 	Not Commenced

8.7 COUNCIL POLICY REVIEW

Date Prepared: 28 June 2023

Author: Manager Development and Governance

Attachments:

1. **Water Meter and Sub-metering Policy** [↓](#)
2. **Water Meter and Sub-metering Installation Guideline (Potable Water Supply)** [↓](#)
3. **Public Interest Disclosure Management Plan** [↓](#)
4. **Water Restriction Policy** [↓](#)
5. **Fraud and Corruption Control Policy** [↓](#)
6. **Fraud and Corruption Control Plan** [↓](#)

EXECUTIVE SUMMARY

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

RECOMMENDATION

That Council:

1. Repeals the:
 - (a) Submetering Policy – adopted 20 July 2016
 - (b) Sub-metering Installation Guideline (Potable Water Supply) – adopted 20 July 2016
 - (c) Public Interest Disclosure Management Plan – adopted 20 July 2022
 - (d) Water Restriction Policy – adopted 30 April 2022
 - (e) Fraud and Corruption Control Policy – adopted 21 July 2021
 - (f) Fraud and Corruption Control Plan – adopted 21 July 2021
2. Adopts the:
 - (a) Water Meter and Sub-metering Policy
 - (b) Water Meter and Sub-metering Installation Guideline (Potable Water Supply)
 - (c) Public Interest Disclosure Management Plan
 - (d) Water Restriction Policy
 - (e) Fraud and Corruption Control Policy
 - (f) Fraud and Corruption Control Plan

BACKGROUND***Water Meter and Sub-metering Policy*****Purpose**

To establish a policy and framework to ensure that all properties connected to the reticulation water supply are metered and for the installation and use of subsidiary water meters (sub-meters) in the Mareeba Shire Council (MSC) area in relation to multi units/lots developed since 1 January 2008.

Summary of amendments

- Title amended from *Sub-metering Policy* to *Water Meter and Sub-metering Policy*
- Rewording of Section 1 Purpose
- Transfer of wording from Section 1 Purpose for insertion into section 3 Policy Statement
- Rewording of section 2 Scope to remove term redundancy
- Update of section 5 Definitions
- Update of all statutory instruments listed within section 6 Related Documents and References
- Removal of section 8 Attachment (Water Service Request form)
- Extensive formatting and grammatical amendments throughout

Water Meter and Sub-metering Installation Guideline**Purpose**

To provide a clear framework for Mareeba Shire Council (MSC) employees and consumers/customers in relation to water meters and sub-metering of multi units/lots for 'new developments'.

Summary of amendments

- Title amended from *Sub-metering Installation Guideline (Potable Water Supply)* to *Water Meter and Sub-metering Installation Guideline (Potable Water Supply)*
- Rewording of Section 1 Purpose
- Transfer of wording from Section 1 Purpose for insertion into section 3 Policy Statement
- Rewording of section 2 Scope to remove term redundancy
- Rewording of section 3 policy statement opening
- Extensive removal of extraneous wording and diagrams throughout entirety of section 4 Property and Submetering Configurations and sub-sections and construction of new sub-section series
- Replace section 5 Sub-metering Process and associated sub-section series and build new section 5 Maintenance Responsibilities and associated sub-section series
- Removal of entire redundant section 6 Sub-metering Requirements and Specifications and associated sub-section series
- Update section 7 Definitions
- Update of all statutory instruments listed within section 8 Related Documents and References and related sub-section Tables

- Extensive formatting and grammatical amendments throughout

Public Interest Disclosure Management Plan

Purpose

To provide for the disclosure of information about suspected wrongdoing in the public sector so that it can be properly assessed and, if necessary, appropriately investigated.

Summary of amendments

- Update PID Coordinator phone contact details in section 3 roles and responsibilities matrix
- Updates applied to section 16 Related Documents and References

Water Restriction Policy

Purpose

To provide a framework and for the declaration and management of water restrictions in the Mareeba Shire Council jurisdiction

Summary of amendments

- Nil amendments applied – instrument content remains relevant in entirety.

Fraud and Corruption Control Policy and associated plan

Summary of amendments – both instruments

- Minor grammatical, formatting and referencing amendments applied throughout

The content of each instrument remains relevant in entirety.

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.



Water Meter and Sub-metering Policy

Policy Type	Governance Policy	Version:	3.0
Responsible Officer	Manager Water and Waste	Date Approved:	19/07/2023
Review Officer:	Manager Water and Waste	Review Due:	19/06/2027
Author:	Manager Water and Waste	Commencement:	19/07/2023

1. PURPOSE

To establish a policy and framework to ensure that all properties connected to the reticulation water supply are metered and for the installation and use of subsidiary water meters (sub-meters) in the Mareeba Shire Council (MSC) area in relation to multi units/lots developed since 1 January 2008. This policy should be read in conjunction with Council’s *Water Meter and Sub-metering Installation Guideline (Potable Water Supply)* (the Guideline).

2. SCOPE

This policy applies to all land and premises connected to Council’s reticulated water supply networks and to the sub-metering requirements for multi-unit and some non-residential premises developed since 1 January 2008, in accordance with the mandatory requirements prescribed in the *Queensland Plumbing and Wastewater Code* (QPWC).

3. POLICY STATEMENT

Council requires all properties that are connected to the reticulated water supply network to have a primary meter installed and maintained in accordance with this policy, relevant legislation and Australian Standards.

Since 1 January 2008 it has been mandatory to install sub-meters in all multi-unit premises (MUP) developments and some non-residential premises. The *Plumbing and Drainage Act 2018* and the *Plumbing and Drainage Regulation 2019* requires compliance with the QPWC.¹

The QPWC specifies that the water supply to a meterable premises must be fitted with a device (water meter) to measure the amount of water supplied to the premises.²

Council has developed the Guideline in relation to water meters and sub-metering to ensure that decisions are consistent and in line with the intent of this policy. The Guideline may be amended from time to time. They are intended as a guide only and will not take precedence over any decision made by Council in relation to a particular development.

Council requires all new multi-unit developments defined as meterable premises and drawing a water supply from Council’s infrastructure to be metered in accordance with this policy and the supporting Guideline.

¹ See *Plumbing and Drainage Act 2018* (Qld) s 9. See also *Plumbing and Drainage Regulation 2019* (Qld) s 11.

² See *Queensland Plumbing and Wastewater Code* s B1.2.

<p>Human Rights Compatibility Statement This policy has been drafted in alignment with obligations under s 58 of the <i>Human Rights Act 2019</i> (Qld).</p>
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Water Meter and Sub-metering Policy

4. DEFINITIONS

Council – means Mareeba Shire Council.

Meterable Premises – means:

- (a) all class 1 buildings; and
- (b) each lot within a community title scheme, including the common property, in a water service provider's area; and
- (c) the sole-occupancy unit of a class 2, 4, 5, 6, 7 or 8 building in a water service provider's area; and
- (d) each storey of a class 5 building in a water service provider's area where the building consists of more than one storey and sole-occupancy units are not identified at the time of the building's plumbing compliance assessment.

Multiple Unit Premises (MUP) – means a property with more than one occupancy unit.

Sub-metering – means the installation of individual water meters to measure water consumption to individual houses, units, flats or apartments that form part of a MUP.

Unit – means a house, flat, lot of land or an apartment within an MUP.

Water Meter – means a device, including equipment related to the device, for measuring the volume of water supplied to premises.

Water Supply – means a system of pipes that carry the supply of water to a particular area.

Water and Waste Services – means a commercial division of Council. For the purpose of this policy, 'Water and Waste Services' refers to any Council staff having responsibility for implementation of this policy.

5. RELATED DOCUMENTS AND REFERENCES

Body Corporate and Community Management Act 1997 (Qld)

Building Act 1975 (Qld)

Building Code of Australia

Building Regulation 2021 (Qld)

Local Government Act 2009 (Qld)

Planning Act 2016 (Qld)

Plumbing and Drainage Act 2018 (Qld)

Plumbing and Drainage Regulation 2019 (Qld)

Public Health Act 2005 (Qld)

Plumbing Code of Australia

Queensland Plumbing and Wastewater Code version 1: 2019

Water Meter and Sub-metering Installation Guideline (Potable Water Supply) (MSC)

Water Act 2000 (Qld)

Water Efficiency Labelling and Standards (Queensland) Act 2005 (Qld)

Water Regulation 2002 (Qld)

Water Supply (Safety and Reliability) Act 2008 (Qld)

Water Meter and Sub-metering Policy

6. 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.



Water Meter and Sub-metering Installation Guideline (Potable Water Supply)

Policy Type	Administrative Guideline	Version:	2.0
Responsible Officer	Manager Water and Waste	Date Approved:	19/07/2023
Review Officer:	Manager Water and Waste	Review Due:	19/06/2027
Author:	Manager Water and Waste	Commencement:	19/07/2023

1. PURPOSE

The purpose of this Guideline is to provide a clear framework for Mareeba Shire Council (MSC) employees and consumers/customers in relation to water meters and sub-metering of multi units/lots for 'new developments'.

The Guideline ensures that any Water Service Provider (WSP) decisions in respect of sub-metering are consistent and in line with Council's *Water Meter and Sub-metering Policy* and the *Queensland Plumbing and Wastewater Code* (QPWC). This Guideline may be amended from time to time. Whilst this document outlines WSP requirements, it will not take precedence over any individual decision made in connection with a particular development.

2. SCOPE

This Guideline applies to installation of water meters and sub-meters in all applicable properties within the Mareeba Shire Council jurisdictional area and provides for the mandatory requirements described in the QPWC.

This Guideline should be read in conjunction with Council's *Water Meter and Sub-metering Policy*.

3. POLICY STATEMENT

Prior to the amendments to the QPWC on 1 January 2008 it was not mandatory to install water meters within multi-unit residential premises and commercial premises. This meant that in most circumstances, individual lot owners had no knowledge of their individual water use and consequently may have been discouraged in their attempts to reduce their individual consumption. From 1 January 2008 the QPWC – *Water Meters in New Premises*, made it mandatory to install sub-meters in all multi-unit developments and some non-residential premises. This enables water service providers to directly charge the owners of separate lots in new buildings for their actual water consumption. For multi-unit buildings under single title, this also enables itemised billing based on sub-meter readings, so that the owner may pass the cost of water onto the individual user.

Water Meter and Sub-metering Installation Guideline (Potable Water Supply)
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4. PROPERTY AND SUB METERING CONFIGURATIONS

This section details the sub-metering configurations required for different land uses and types of developments. Water supply pipework and master meters are to be nominated by a hydraulic engineer on hydraulic design plans and flow and pressure tests performed on existing infrastructure.

4.1 MASTER METER

The property owner/developer is to submit a “Water Service Request” to Council, for the installation of a water connection from Council’s infrastructure, which will include the master meter. It shall continue to be a requirement to install a master meter at the front of the property.

4.2 MULTIPLE BODY CORPORATES

Where there are multiple body corporates in a development, the total water supply to each body corporate shall be metered. This meter is then considered the master meter for the body corporate it is connected to. Note, the boundary meter can be the master meter for one body corporate only. Where having multiple body corporates creates common internal lines, the ownership and responsibility for maintenance of these mains lies with all those who benefit from it.

4.3 COMMUNAL HOT WATER SYSTEMS

Hot water is not metered directly by the water service provider. This is the responsibility of the relevant body corporate.

4.4 SUB-METER REQUIREMENTS

The developer is responsible for ensuring sub-meters conform to this Guideline. All sub meters installed in Multi Unit Properties (MUPs) must fulfil the requirements of this Guideline. A single sub-meter capturing all cold water entering the lot must service each lot within the MUP. These sub-meters shall capture only the water entering the lot to which they are assigned.

Dual Check Valves

Australian Standard AS/NZS3500 outlines a number of provisions in regard to backflow protection. Where necessary, a hazard assessment may be completed for the development as well as for individual lots. The default situation is that each sub-meter installation must be fitted with dual check valves at the points where sub meters are installed. In 20mm diameter sub-meters, these check valves shall be incorporated in the sub-meter so that the overall length of the sub-meter assembly is not affected.

Sub-meter Dimensions

All sub-meters must comply with the dimensions described in Appendix D of AS3565.1. Sub-meter assemblies of 20mm size must have end connections of 14 threads per inch. Other sizes must conform to the Australian Standards if available, otherwise with normal Council practice (details can be provided on request).

4.5 SUB-METER INSTALLATION

Depending on the type of development, the property owner/developer to submit multiple “Water Service Request” to Council for the installation of sub-meters.

All *water meters* and associated AMR devices shall be sourced from and installed by Council. Any *water meters* and/or AMR devices/system installed that are not sourced from or installed by Council will be considered unauthorised meters/devices or private meters and will need to be replaced with Council supplied *water meters* and AMR devices before a Plumbing Compliance Certificate is issued.

Water Meter and Sub-metering Installation Guideline (Potable Water Supply)

Where possible, sub-meters may be installed so that they are accessible from ground level in common areas outside the building, in a weather-resistant hinged sub-meter cupboard on the side of the building or other structure (e.g., Fence). All sub-meters shall be installed in an accessible location. An accessible location is a location that must be unrestricted at all times, including free from building security, being obscured by vehicle movements, free from overgrown vegetation and all other forms of obstructions and hazards.

The building owner is responsible for ensuring a contact person is available to enable Council staff access to the sub-meters for maintenance purposes. Council will not be held responsible in the event where failure to provide access in a timely manner results in damages to persons or property.

4.6 BURIED SUB-METER BOXES

Buried sub-meters are not permitted.

4.7 SUB-METER CUPBOARDS

Sub-meter cupboards shall be designed such that:

- There is a minimum 100mm gap, perpendicular to the direction of the pipes, between sub-meters.
- There is a minimum 100mm gap between the outermost valves and the edges of the cupboard.
- If the cupboard also houses fire hose reels, the fire rating required shall not be compromised.
- The sub-meters are easily accessible and readable from floor level of common property, unassisted by a ladder or other equipment. Maximum height for the higher of either the centreline of sub-meters or the top of the sub-metering assembly = 1.6m.
- There is no need for a person performing normal maintenance duties to enter into the cupboard. (i.e., The cupboard must not be classifiable as a confined space for entry purposes.) Where meters are located in a utility room, adequate ventilation must be provided.
- A minimum of 2 square meters is available in front of the cupboard as free working space.
- Adequate lighting is available during daylight hours.
- There is sufficient room for the cupboard door(s) to swing open completely and provision for them to be held open.
- The cupboard shall have a minimum 100mm bund at the opening if it is located inside a building.
- The cupboard shall be sufficiently waterproof and drained to prevent seepage into the surrounding building structure in the event of a leak.

4.8 CONVENTIONAL METER ASSEMBLIES – 20MM

Where conventional 20mm meters are installed, each sub-meter must have ball valves on both sides for shutting of the water supply, an adjustable meter coupling on one side of the meter and a standard meter coupling on the other side for the safe removal of the sub-meter. The ball valve on the upstream side of the sub-meter must be able to be fixed in variable positions with a stainless steel tie. These items together are referred to as the 'conventional sub-meter assembly'. The overall length of the assembly is to be no more than 500mm. This sub-meter assembly shall connect to the relevant body corporate plumbing on the upstream side and the lot owner's private plumbing on the downstream side, both with male iron adaptors.

Sub-meter Identification - The sub-meters must be permanently identified with the unit number that they serve and a manufacturer's serial number for the purpose of identifying them on CRC billing system.

5. MAINTENANCE RESPONSIBILITIES

5.1 PRIMARY METERS

Water Meter and Sub-metering Installation Guideline (Potable Water Supply)
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Council will supply and install primary meters and will then be responsible for the maintenance, repair and replacement of any component of the primary meter up to and including the meter tail.

Council may also elect to replace primary meters at any reasonable time at no charge, which may include the relocation of any pressure limiting valves or strainers to the owners side of the meter, making this the owners responsibility to maintain.

5.2 MASTER METERS AND SUB METERS

Council will supply and install the master meter at the Developer's cost and will then be responsible for the maintenance, repair and replacement of any component of the master meter. Once the installation of the sub-meters plumbing has been installed, Council will also supply and install the sub-meters and be responsible for the ownership, maintenance, repair and replacement of any component of the sub-meters.

The plumbing between the sub-meter and the master meter will be the responsibility of the body corporate/property owner/s, including any plumbing after the sub-meters. Council may also elect to replace sub-meters at any reasonable time at no charge.

6. REPORTING

- No additional reporting is required

7. DEFINITIONS

In this document the following terms shall have the corresponding meanings.

Accessible – means easily reached without having to overcome obstructions for water meter reading, maintenance, and replacement purposes, within reasonable times (between 7 am and 5 pm), with the *sub-meters* where applicable being located in a non-locked enclosure requiring non-key access.

AMR – means Automatic Meter Reader device.

Body corporate – means a corporation or body of persons or even an individual, with a legal existence distinct from the individual person(s) making up the corporate entity, created under the *Body Corporate and Community Management Act 1997* for a Community Titles Scheme.

Boundary – means the line demarcating the property from adjoining properties, external streets and pathways, or depicted by legal title.

Common area – means an area available for use by many or all sole-occupancy units within a complex.

Common property – means freehold land in a complex, forming part of the complex land, but not forming part of a lot/unit included in the scheme/complex.

Council – mean the Mareeba Shire Council

Developer – means a person or entity, who builds a development in which the houses/units form part of a complex and can be rented or sold to individual occupiers or owners.

Water Meter and Sub-metering Installation Guideline (Potable Water Supply)
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Lot – means a sole-occupancy unit, an area of exclusive use within the property.

Management – means person or an entity managing a complex which can be a Body Corporate of a Community Title Scheme or a representative body of a multi sole-occupancy unit.

Master Meter – means a water meter upstream of sub-meters used to register the total consumption of a *complex* including the total sum consumption of all its sub-meters.

Meterable Premises – means;

- (a) all class 1 buildings; and
- (b) each *lot* within a Community Title Scheme, including the common property, in a Water Service Provider's area; and
- (c) the sole-occupancy unit of a class 2, 4, 5, 6, 7 or 8 building in a Water Service Provider's area; and
- (d) each level of a class 5 building in a Water Service Provider's area where the building consists of more than one level and sole-occupancy units are not identified at the time of the building's plumbing compliance assessment.

Multi-unit Premises (MUP) – means a property with more than one occupancy unit.

Occupant – means the person(s) occupying a sole-occupancy unit within a complex, whether as a lessee, tenant or another occupier to the exclusion of any other occupier(s). An occupant may also be the owner.

Owner – means the person or entity owning a sole-occupancy unit within a complex. An owner may also be the occupant.

QPW Code – means the Queensland Plumbing and Wastewater Code.

Sole-occupancy Unit – means a part of a building for occupation by one occupier and includes:

- (a) a dwelling; or
- (b) a room or suite of rooms in a Class 3 building which includes sleeping facilities; or
- (c) a room or suite of associated rooms in a Class 5, 6, 7, 8 or 9 building; or
- (d) a room or suite of associated rooms in a Class 9c aged care building, which includes sleeping facilities and any area for the exclusive use of an occupant.

Sub-meter – means an individual water meter measuring the water supply to a meterable premises or a common area within a complex. The term also differentiates from the master meter that measures the supply of water to a complex as a whole.

Sub-metering – means the installation of individual water meters to measure water consumption to meterable premises that form part of a complex.

Unit – means a dwelling, flat, lot of land or an apartment within a complex.

Water Meter – means a device, including equipment related or appended to the device, for measuring the volume of water supplied.

Water Service Provider (WSP) – means the entity registered under the *Water Supply (Safety and Reliability) Act 2008* (Qld), Chapter 2, Part 3. – Note: as the WSP for retail water services to the premises, the WSP is Mareeba Shire Council.

8. RELATED DOCUMENTS AND REFERENCES

- *Body Corporate and Community Management Act 1997* (Qld)
- *Building Act 1975* (Qld)

Water Meter and Sub-metering Installation Guideline (Potable Water Supply)

- *Building Regulation 2021* (Qld)
- *Electrical Safety Act 2002* (Qld)
- *Planning Act 2016* (Qld)
- *Plumbing and Drainage Act 2018* (Qld)
- *Public Health Act 2005* (Qld)
- *Plumbing and Drainage Regulation 2019* (Qld)
- *Water Meter and Sub-metering Policy* (MSC)
- *Water Act 2000* (Qld).
- *Water Efficiency Labelling and Standards (Queensland) Act 2005* (Qld)
- *Water Regulation 2002* (Qld)
- *Water Supply (Safety and Reliability) Act 2008* (Qld)
- *Work Health and Safety Act 2011* (Qld)

All materials and equipment used for water meters shall be new and in accordance with the following Australian Standards.

Table 1: Relevant Australian Standards

AS 2419.1-2005	Fire Hydrant Installations - System Design, Installation and Commissioning
AS3000:2007	Electrical Installations (known as the Australian/New Zealand Wiring Rules)
AS 3500.1:2003	Plumbing and Drainage - Water Services
AS 3565.1.2010	Meter for cold and heated drinking and non-drinking water supplies – technical requirements

Codes of Practice

- *Queensland Plumbing and Wastewater Code*
- *Building Code Australia*
- *Plumbing Code of Australia*

Queensland Plumbing and Wastewater Code

Part 4 'Water meters for new premises of the QPWC requires that sub-meters be installed in all new multi-unit properties (MUPs) within the Water Service Provider's area supplied with reticulated water. The requirement is that water use of each meterable premises must be metered based on the following performance criteria and corresponding acceptable solutions detailed in Table 2 below.

Table 2 : QPW Code - Water Meters for New Premises

Performance Criteria	Acceptable Solutions
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Water Meter and Sub-metering Installation Guideline (Potable Water Supply)

P1	The water supply to meterable premises must be fitted with a device (water meter) to measure the amount of water supplied to the premises.	A1	Each water supply to a meterable premises is to be fitted with a water meter which – (a) measures only the water supplied by that water supply to that meterable premises; and (b) is approved by the Water Service Provider; and (c) complies with the relevant requirements of the Water Service Provider that may be imposed under the <i>Water Supply (Safety and Reliability) Act 2008</i> (Qld).
P2	A water meter must be located so it is easy to read and maintain.	A2	The water meter is located – (a) so that it can be easily maintained and read from a common area, common property or public area; and (b) it is installed – i. in a common area; or ii. in common property; or iii. less than 3m from a property boundary
P3	A water meter must be properly maintained.	A3	A water meter is to be maintained in accordance with the relevant Australian Standards**
P4	The installation of a water meter includes a device that allows for the restriction of the flow of water from the water service to the water meter.	A4	The water meter has a complying valve.

** The relevant Australian Standards are the series detailed in Table 1 above.

9. 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.



Public Interest Disclosure Management Plan

Policy Type	Council Procedure	Version:	4.0
Responsible Officer	Manager Development and Governance	Date Approved:	19/07/2023
Review Officer:	Manager Development and Governance	Review Due:	20/06/2024
Author:	Senior Compliance Officer	Commencement:	19/07/2023

1. PURPOSE

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

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

By complying with the PID Act,¹ Council will:

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

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

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

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

2. SCOPE

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

This PID Plan establishes procedures for:

- Persons wishing to make a PID to Council in accordance with the PID Act
- The receipt, assessment and management of a PID

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

² *Ibid* s 28.

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

⁴ *Ibid* s 8 Standard 1.2.

Public Interest Disclosure Management Plan

- Assisting public officers (i.e. discloser and subject officer) affected by a PID.

3. PID MANAGEMENT PROGRAM

The Council PID management program encompasses:

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

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

Role	Responsibilities	Officer
PID Coordinator	<ul style="list-style-type: none"> • Principal contact for PID issues within Council • Documents and manages implementation of PID management program • Reviews and updates PID procedure annually • Maintains and updates internal records of PIDs received • Reports data on PIDs to Queensland Ombudsman • Assesses PIDs received • Provides acknowledgment of receipt of PID to discloser • Undertakes risk assessments in consultation with disclosers and other relevant officers • Liaises with other agencies about referral of PIDs • Allocates Investigator and Support Officer to PID matter 	<p>Manager Development and Governance</p> <p>Contact number: 1300 308 461 or 07 4086 4605</p> <p>Email: info@msc.qld.gov.au</p>
PID Support Officer	<ul style="list-style-type: none"> • Provides advice and information to discloser on Council PID procedure • Assesses the immediate protection needs of the discloser • Coordinates and provides support to the discloser • Works with management to foster a supportive work environment 	As assigned by PID Coordinator

Public Interest Disclosure Management Plan

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

4. WHAT IS A PUBLIC INTEREST DISCLOSURE?

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

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

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

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

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

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

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

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

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

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

⁶ *Ibid* s 13.

⁷ *Ibid* s 21.

⁸ *Ibid* ss 11-13, 15, 17.

⁹ *Ibid* s 6(g).

Public Interest Disclosure Management Plan

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

6. HOW TO MAKE A PUBLIC INTEREST DISCLOSURE

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

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

A PID also can be made anonymously however the discloser is encouraged to provide their name and contact details. Disclosing a PID anonymously can make it difficult to investigate the issue, to seek clarification or more information, or to provide the discloser with feedback. If the discloser decides to disclose anonymously,

¹⁰ Ibid ss 17, 65.

Public Interest Disclosure Management Plan

they will need to provide sufficient information for the matter to be investigated, as it will not be possible for Council to contact the discloser asking for clarification or more information.

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

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

7. ASSESSING A PUBLIC INTEREST DISCLOSURE

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

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

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

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

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

8. REFERRING A PUBLIC INTEREST DISCLOSURE

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

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

In these cases, the discloser will be advised of the action taken by Council. It may also be necessary to refer the PID to another agency because of a legislative obligation, for example, refer a matter to the Crime and Corruption Commission where there is a reasonable suspicion that the matter involves or may involve corrupt conduct (as required by section 38 of the *Crime and Corruption Act 2001*).

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

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

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

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

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

Public Interest Disclosure Management Plan

9. DECLINING TO TAKE ACTION ON A PUBLIC INTEREST DISCLOSURE

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

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

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

10. INVESTIGATING A PUBLIC INTEREST DISCLOSURE

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

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

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

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

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

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

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

11. ORGANISATIONAL SUPPORT FOR DISCLOSERS

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

- attend to the safety of disclosers or affected third parties as a matter of priority

¹⁵ Ibid s 30.

¹⁶ Ibid s 65.

¹⁷ Ibid ss 40-42.

Public Interest Disclosure Management Plan

- review its risk assessment and any protective measures needed to mitigate any further risk of reprisal
- manage any allegation of a reprisal as a PID in its own right.

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

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

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

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

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

12. RIGHTS OF SUBJECT OFFICERS

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

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

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

13. RECORD KEEPING

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

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

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

- the name of the discloser, if known
- the information disclosed
- any action taken on the PID
- any other information required by a standard issued under the PID Act.

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

¹⁸ Ibid s 65.

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

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

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

Public Interest Disclosure Management Plan

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

14. REPORTING

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

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

15. DEFINITIONS

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

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

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

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

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

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

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

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

(d) would, if proved, be—

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

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

- (a) abuse of public office;
- (b) bribery, including bribery relating to an election;
- (c) extortion;
- (d) obtaining or offering a secret commission;
- (e) fraud;
- (f) stealing;
- (g) forgery;
- (h) perverting the course of justice;
- (i) an offence relating to an electoral donation;
- (j) loss of revenue of the State;
- (k) sedition;

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

Public Interest Disclosure Management Plan

- (l) homicide, serious assault or assault occasioning bodily harm or grievous bodily harm;
- (m) obtaining a financial benefit from procuring prostitution or from unlawful prostitution engaged in by another person;
- (n) illegal drug trafficking;
- (o) illegal gambling.

Detriment: includes

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

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

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

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

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

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

- providing moral and emotional support
- advising disclosers about agency resources available to handle any concerns they have as a result of making their disclosure
- appointing a mentor, confidante or other support officer to assist the discloser through the process
- referring the discloser to the agency's Employee Assistance Program or arranging for other professional counselling
- generating support for the discloser in their work unit where appropriate
- ensuring that any suspicions of victimisation or harassment are dealt with
- maintaining contact with the discloser
- negotiating with the discloser and their support officer a formal end to their involvement with the support program when it is agreed that they no longer need assistance.

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

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

Public Interest Disclosure Management Plan

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

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

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

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

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

16. RELATED DOCUMENTS AND REFERENCES

Administrative Action Complaint Management Policy (MSC)

Bullying and Occupational Violence Policy (MSC)

Councillor Code of Conduct (MSC)

Crime and Corruption Act 2001 (Qld)

Employee Code of Conduct (MSC)

Enterprise Risk Management Policy (MSC)

Local Government Act 2009 (Qld)

Misconduct and Discipline Policy (MSC)

Ombudsman Act 2001 (Qld)

Public Interest Disclosure Act 2010 (Qld)

Public Interest Disclosure Policy (MSC)

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

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

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

Public Records Act 2002 (Qld)

Public Sector Ethics Act 1994 (Qld)

Staff Grievance Policy (MSC)

17. REVIEW

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

²⁴ Ibid s 40



Water Restriction Policy

Policy Type	Governance Policy	Version:	4.0
Responsible Officer	Manager Water and Waste	Date Approved:	19/07/2023
Review Officer:	Manager Water and Waste	Review Due:	19/06/2024
Author:	Manager Water and Waste	Commencement:	19/07/2023

1. PURPOSE

To provide a framework and for the declaration and management of water restrictions in the Mareeba Shire Council jurisdiction.

2. SCOPE

This policy applies to all users of potable water within the Mareeba Shire Council jurisdiction.

3. POLICY STATEMENT

Council as water service provider holds the authority to restrict water supply where it is considered necessary.

Restriction types

Council may impose the following types of restrictions:¹

1. The volume of water supplied to a customer or type of customer; or
2. The hours when water may be used on premises for stated purposes; or
3. The way water may be used on premises.

Restrictions will be determined and declared to align with the restriction level tables appearing in the Appendix to this policy.

Specified circumstances giving rise to restrictions

Council may impose restrictions only if:²

1. there is an urgent need for the water restriction; or
2. the available water supply has fallen to a level at which unrestricted use of water is not in the public interest; or
3. Council has a reasonable and comprehensive strategy for demand management for water and the restriction is essential to ensure the aims of the strategy are met; or
4. the relevant State Minister has published a notice under specific legislation requiring Council to impose the water restriction;³ or

¹ See *Water Supply (Safety and Reliability) Act 2008* (Qld) s 41(1).

² Ibid s 41(2).

³ See *Water Supply (Safety and Reliability) Act 2008* (Qld) s 41(2)(d). See also *Water Act 2000* (Qld) ss 25B, 25F.

Water Restriction Policy

5. Council is directed, under a water supply emergency declaration, a water supply emergency regulation or an approved water supply emergency response to impose a restriction;⁴ or
6. Council is directed by the State regulator to impose the restriction;⁵ or
7. Council has an outdoor water use conservation plan and the restriction is a measure to be implemented under the plan.

4. APPROVAL TO IMPOSE RESTRICTIONS

Decisions on the imposition of water restrictions will be initiated via recommendation by Council's Director Infrastructure Services to Council's Chief Executive Officer. Any urgent action taken by the Chief Executive Officer to implement a water restriction must be accompanied by a report to Council.

5. NOTIFICATION OF WATER RESTRICTIONS

Where circumstances necessitate that water restrictions are imposed within the jurisdiction, the following will apply:

1. Having regard to the circumstances under which the restriction is imposed, Council will give notice to anyone affected via notice posted in the local printed media.⁶
2. Having regard to the requirements under the legislation and without limiting point 1 above, in emergency circumstances, the notice will be given in the way the Chief Executive Officer considers appropriate.⁷

In ordinary circumstances, water restrictions will take effect on the day after the notice is given. Where the restriction results from an urgent need or an emergency declaration, the restriction will take effect immediately when the restriction is imposed.⁸

6. EXEMPTIONS

Upon written application by water users, Council may approve conditional exemptions to water restrictions⁹ based upon the following grounds:

1. for reasons of public health and safety;
2. to allow the undertaking of essential works;
3. for minor or infrequent uses of water outside the restrictions (e.g., sporting or community events);

7. NON-COMPLIANCE WITH WATER RESTRICTIONS

Failure to comply with water restrictions is an offence and Council may impose penalties as deemed necessary to ensure the effectiveness of the water restriction.¹⁰

⁴ See *Water Supply (Safety and Reliability) Act 2008* (Qld) s 41(2)(e). See also *Water Act 2000* (Qld) ss 25B, 25E, 25H.

⁵ See *Water Supply (Safety and Reliability) Act 2008* (Qld) s 42(2).

⁶ *Ibid* s 43(1).

⁷ *Ibid* s 43(2)-(3).

⁸ *Ibid* s 43(4).

⁹ *Ibid* s 41(5).

¹⁰ *Ibid* ss 41(6), 43(5), 169. See also *State Penalties Enforcement Regulation 2014* (Qld) sch 1.

Water Restriction Policy

8. DEFINITIONS

Potable water – means drinkable water—water suitable for human consumption.

Water service provider – means Mareeba Shire Council¹¹

9. RELATED DOCUMENTS AND REFERENCES

- *Local Government Act 2009* (Qld)
- *Local Government Regulation 2012* (Qld)
- *Water Act 2000* (Qld)
- *Water Supply (Safety and Reliability) Act 2008* (Qld)

10. REVIEW

It is the responsibility of the Director Infrastructure Services to monitor the adequacy of this policy and recommended appropriate changes. This policy will be formally reviewed annually or as otherwise determined by Council.

¹¹ See *Water Supply (Safety and Reliability) Act 2008* (Qld) sch 3. Applied in the context of this policy to mean Mareeba Shire Council.

APPENDIX - WATER RESTRICTION LEVELS



Water Restrictions - Level 1

LEVEL 1	
PURPOSE	
Private gardens -watering	No manual or automated sprinklers, micro spray or drip watering systems to be used between the hours of 8am and 6pm. Hand held hoses, fitted with a trigger nozzle; watering cans or buckets can be used at any time.
Public parks / gardens / road reserves - watering Other than Parks and Gardens of significance or Heritage Gardens as determined by Council	No manual or automated watering systems to be used between the hours of 8am and 6pm. Hand held hoses, fitted with a trigger nozzle; watering cans or buckets can be used at any time.
Private gardens and public gardens - filling or topping up of ponds	Existing ponds can only be topped up to their normal level and only by means of hand held hoses, fitted with a trigger nozzle or by means of watering cans or buckets filled directly from taps.
Fountains	Fountains may operate normally.
Paved areas - cleaning	Hosing of paved areas is prohibited unless cleaning is required as a result of an accident, fire, health hazard or other emergency. The use of a bucket filled directly from a tap is permitted at any time.
Private swimming pools or spas - filling or topping up	Filling new pools - no restrictions. Existing pools and spas may be topped up as per garden watering times.
Farm dams and tanks - topping up	Farm dams must not be topped up except - <ul style="list-style-type: none"> • Dams or tanks providing water for firefighting, public health or stock watering purposes but only to the extent necessary to reasonably provide for those purposes; or • In the case of other dams or tanks, with the written permission of the Authority. Tanks - no restrictions
Sports grounds - watering	No manual or automated sprinklers, micro spray or drip watering systems to be used between the hours of 8am and 6pm. Hand held hoses, watering cans or buckets can be used at any time. Active playing surfaces may be watered prior to events to maintain the ability to be used for the intended purpose.
Commercial market garden or plant nursery - watering of plants	No restrictions.
Window cleaning	Windows can be cleaned at any time using - <ul style="list-style-type: none"> • High pressure, low volume cleaners; • Trigger hoses; • Buckets or watering cans.



Water Restrictions - Level 1

LEVEL 1	
PURPOSE	
Mobile water tankers - filling	Mobile water tankers - no restrictions.
Motor vehicle dealers' vehicles - cleaning	Water must not be used to clean vehicles except by means of - a) Commercial car washing facilities that recycle water; b) Watering cans or buckets filled directly from taps; or c) Trigger hoses.
Food transport vehicles - cleaning	Water must not be used to clean vehicles except by means of - a) Automatic washing systems which recycle water; or b) Trigger hoses; c) Commercial car wash facilities using trigger hoses; or d) Watering cans or buckets filled directly from taps; e) High pressure, low volume cleaner.
Other vehicles (cars, trucks, boats, jet skis) - cleaning	Water must not be used to clean vehicles except by means of - a) Automatic washing systems which recycle water; or b) Commercial car wash facilities using trigger hoses; or c) Watering cans or buckets filled directly from taps; or d) Trigger hoses e) Boat motors may be flushed and rinsed after use.
Construction industry - use of water in	Unless otherwise exempted by the Authority in writing, hoses must not be used except trigger hoses.
Any purpose not included in any other items of this column other than for use inside domestic premises and for domestic and farm animals	Water must not be used without the written permission of the Authority.
New lawns - residential	New lawns can be watered on the day of installation for a period of two hours at any time with sprinkler with timer shut off on any day between the hours of 6pm and 8am. Hand held hoses fitted with a trigger nozzle can be used at any time.

Failure to comply with Water Restrictions may incur penalties as described in s 43 (5) of the Water Supply (Safety and Reliability) Act 2008.



Water Restrictions - Level 2

LEVEL 2	
PURPOSE	
Private gardens -watering	No manual or automated sprinklers, micro spray or drip watering systems to be used on Mondays. Odd numbered houses - sprinklers allowed on Tuesdays, Thursdays and Saturdays, between the hours of 6am and 8am and 6pm and 8pm only. Even numbered houses - sprinklers allowed Wednesdays, Fridays and Saturdays, between the hours of 6am and 8am and 6pm and 8pm only. Hand held hoses, fitted with a trigger nozzle; watering cans or buckets can be used at any time.
Public parks / gardens / road reserves - watering Other than Parks and Gardens of significance or Heritage Gardens as determined by Council	No manual or automated watering systems to be used on Mondays. Sprinklers allowed on Tuesdays, Thursdays and Saturdays, between the hours of 10pm and 5am only. Hand held hoses, fitted with a trigger nozzle; watering cans or buckets can be used at any time.
Private gardens and public gardens - filling or topping up of ponds Fountains	Existing ponds can only be topped up to their normal level and only by means of hand held hoses, fitted with a trigger nozzle or by means of watering cans or buckets filled directly from taps. Fountains must not operate unless they recycle water. Water lost from fountains must not be replaced except by means of hand held hoses or by means of watering can or buckets filled directly from taps.
Paved areas - cleaning	Hosing of paved areas is prohibited unless cleaning is required as a result of an accident, fire, health hazard or other emergency. The use of a bucket filled directly from a tap is permitted at any time.
Private swimming pools or spas - filling or topping up	Filling new pools - no restrictions. Existing pools and spas may be topped up as per garden watering times.
Farm dams and tanks - topping up	Farm dams and tanks must not be topped up except - <ul style="list-style-type: none"> • Dams or tanks providing water for firefighting, public health or stock watering purposes but only to the extent necessary to reasonably provide for those purposes; or • In the case of other dams or tanks, with the written permission of the Authority.
Sports grounds - watering	Sprinklers, micro spray or drip systems, can be used between 6am and 8am and 6pm and 8pm. Hand held hoses, watering cans or buckets can be used at any time. Active playing surfaces may be watered prior to events to maintain the ability to be used for the intended purpose.
Commercial market garden or plant nursery - watering of plants	No restrictions.



Water Restrictions - Level 2

LEVEL 2	
PURPOSE	
Window cleaning	Windows can be cleaned at any time using - <ul style="list-style-type: none"> • High pressure, low volume cleaners; • Trigger hoses; • Buckets or watering cans.
Mobile water tankers - filling	Mobile water tankers must not be filled except - <ul style="list-style-type: none"> • Between the hours of 8am and 8pm with the written permission of the Authority; or • Tankers supplying water for use inside domestic premises, or for firefighting or stock watering purposes.
Motor vehicle dealers' vehicles - cleaning	Water must not be used to clean vehicles except by means of - <ul style="list-style-type: none"> a) Commercial car washing facilities that recycle water; b) Watering cans or buckets filled directly from taps; or c) Trigger hoses, which can be used only to rinse vehicles after washing.
Food transport vehicles - cleaning	Water must not be used to clean vehicles except by means of - <ul style="list-style-type: none"> a) Automatic washing systems which recycle water; or b) Trigger hoses; c) Commercial car wash facilities using trigger hoses; or d) Watering cans or buckets filled directly from taps; e) High pressure, low volume cleaner.
Other vehicles (cars, trucks, boats, jet skis) - cleaning	Water must not be used to clean vehicles except by means of - <ul style="list-style-type: none"> a) Automatic washing systems which recycle water; or b) Commercial car wash facilities using trigger hoses; or c) Watering cans or buckets filled directly from taps; or d) Trigger hoses, which can be used only to rinse vehicles after washing; e) Boat motors may be flushed and rinsed after use.
Construction industry - use of water in Any purpose not included in any other items of this column other than for use inside domestic premises and for domestic and farm animals	Unless otherwise exempted by the Authority in writing, hoses must not be used except trigger hoses. Water must not be used without the written permission of the Authority.
New lawns - residential	New lawns can be watered on the day of installation for a period of one hour at any time with sprinkler with timer shut off. On any day between the hours of 6am and 8am and 6pm and 8pm for a period of 14 days after the installation date (receipt of installation required), by sprinkler with timer shut off. After 14 days from the day of establishment all level 2 water restrictions apply including watering times - <ul style="list-style-type: none"> • Odd numbered properties between 6am and 8am and 6pm and 8pm, Tuesdays, Thursdays and Saturdays; • Even numbered properties between 8am and 6pm and 8pm and 8pm, Wednesdays, Fridays and Sundays. Hand held hoses fitted with a trigger nozzle can be used at any time.

Failure to comply with Water Restrictions may incur penalties as described in s 43 (5) of the Water Supply (Safety and Reliability) Act 2008.



Water Restrictions - Level 3

LEVEL 3	
PURPOSE	
Private gardens -watering	Watering by manual or automated sprinklers, micro spray or drip watering systems and hand held hoses are prohibited on Mondays. Odd numbered houses - sprinklers allowed on Tuesdays and Saturdays, between the hours of 6am and 7am and 6pm and 7pm only. Even numbered houses - sprinklers allowed Wednesdays and Saturdays, between the hours of 6am and 7am and 6pm and 7pm only. Hand held hoses, fitted with a trigger nozzle can be used on any day except Mondays. Watering cans or buckets can be used at any time.
Public parks / gardens / road reserves - watering Other than Parks and Gardens of significance or Heritage Gardens as determined by Council	Watering by attended hand held hoses, fitted with a trigger nozzle to only be used between 6am and 7am and 6pm and 7pm only.
Private gardens and public gardens - filling or topping up of ponds	Newly constructed ponds must not be filled for the first time without the written permission of the Authority. Existing ponds can only be topped up to their normal level and only by means of hand held hoses, fitted with a trigger nozzle or by means of watering cans or buckets filled directly from taps.
Fountains	Fountains must not operate unless they recycle water. Water lost from fountains must not be replaced.
Paved areas - cleaning	Hosing of paved areas is prohibited unless cleaning is required as a result of an accident, fire, health hazard or other emergency. The use of a bucket filled directly from a tap is permitted at any time.
Private swimming pools or spas - filling or topping up Farm dams and tanks - topping up	Filling new pools - no restrictions. Existing pools and spas may be topped up as per garden watering times. Farm dams and tanks must not be topped up except - <ul style="list-style-type: none"> • Dams or tanks providing water for firefighting, public health or stock watering purposes but only to the extent necessary to reasonably provide for those purposes; or • In the case of other dams or tanks, with the written permission of the Authority.
Sports grounds - watering	Non active playing surfaces must not be waters without the written permission of the Authority. Active playing surfaces can only watered using - <ul style="list-style-type: none"> • Sprinklers; micro spray or drip systems between the hours of 6am and 8am and 6pm and 8pm; or • With hand held hoses immediately before or at the time of use; or • With watering cans or buckets filled directly from taps.



Water Restrictions - Level 3

LEVEL 3	
PURPOSE	
Commercial market garden or plant nursery - watering of plants	No restrictions.
Window cleaning	Water must not be used to clean windows except by means of a bucket or watering can filled directly from a tap.
Mobile water tankers - filling	Mobile water tankers must not be filled except - <ul style="list-style-type: none"> • Between the hours of 8am and 8pm with the written permission of the Authority; or • Tankers supplying water for use inside domestic premises, or for firefighting or stock watering purposes.
Motor vehicle dealers' vehicles - cleaning	Water must not be used to clean vehicles except by means of - <ul style="list-style-type: none"> a) Commercial car washing facilities that recycle water; b) Watering cans or buckets filled directly from taps; or c) Trigger hoses, which can be used only to rinse vehicles after washing.
Food transport vehicles - cleaning	Water must not be used to clean vehicles except by means of - <ul style="list-style-type: none"> a) Automatic washing systems which recycle water; or b) Trigger hoses; c) Watering cans or buckets filled directly from taps; d) High pressure, low volume cleaner.
Other vehicles (cars, trucks, boats, jet skis) - cleaning	Water must not be used to clean vehicles except by means of - <ul style="list-style-type: none"> a) Automatic washing systems which recycle water; or b) Commercial car wash facilities using trigger hoses; or c) Watering cans or buckets filled directly from taps; or d) Boat motors may be flushed and rinsed after use for a maximum of 5 minutes.
Construction industry - use of water in	Unless otherwise exempted by the Authority in writing, hoses must not be used except trigger hoses.
Any purpose not included in any other items of this column other than for use inside domestic premises and for domestic and farm animals	Water must not be used without the written permission of the Authority.
New lawns - residential	New lawns can be watered on the day of installation for a period of one hour at any time with sprinkler with timer shut off. On any day between the hours of 6am and 7am and 6pm and 7pm for a period of 14 days after the installation date (receipt of installation required), by sprinkler with timer shut off. After 14 days from the day of establishment all level 3 water restrictions apply including watering times - <ul style="list-style-type: none"> • Odd numbered properties between 6am and 7am and 6pm and 7pm, Tuesdays, and Saturdays; • Even numbered properties between 6am and 7am and 6pm and 7pm, Wednesdays and Sundays. Hand held hoses fitted with a trigger nozzle can be used at any time except Mondays. Watering cans or buckets can be used at any time.

Failure to comply with Water Restrictions may incur penalties as described in s 43 (5) of the Water Supply (Safety and Reliability) Act 2008.



Fraud and Corruption Control Policy

Policy Type	Governance Policy	Version:	4.0
Responsible Officer	Manager Development & Governance	Date Approved:	19/07/2023
Review Officer:	Manager Development & Governance	Review Due:	19/06/2025
Author:	Manager Development & Governance	Commencement:	19/07/2023

1. PURPOSE

To set out the organisational requirements to prevent fraud and corruption at Mareeba Shire Council (Council). This policy should be read in conjunction with Council’s *Fraud and Corruption Control Plan*.

2. SCOPE

This policy applies to all Councillors and employees of Council, contractors and volunteers.

3. POLICY STATEMENT

Council's Corporate Plan 2021 – 2025 affirms the importance of accountable governance and ethical conduct in its mission and values. These values are also reflected in Council's *Employee Code of Conduct (CoC)* and *Code of Conduct for Councillors*, but more importantly, are practiced on a daily basis in all aspects of operations.

Council is committed to acting in the best interest of the community and upholding the principles of honesty, integrity and transparency. Councillors, the CEO and Senior Management are expected to have a zero-tolerance stance on fraud and corruption and are expected to conduct themselves in accordance with the principles of ethical conduct.

3.1 KEY FACTORS INFLUENCING FRAUD AND CORRUPTION RISK

The Fraud triangle is a framework designed to explain the reasoning behind a decision of a person or persons to commit workplace fraud. The three stages, categorised by the effect on the individual, can be summarised as motivation, opportunity and rationalisation. Broken down, they are:

- Motivation: The person is somehow motivated to commit a fraud. Economic factors such as personal financial distress, substance abuse, gambling, overspending, or other similar addictive behaviors may provide motivation.
- Opportunity: The employee has sufficient access to assets and information that allows him or her to believe the fraud can be committed and also successfully concealed.
- Rationalisation: The employee finds a way to rationalise the fraud, convincing themselves that their actions are really justified. Such rationalisations can include perceived injustices in compensation or promotions, the idea that they are simply “borrowing” from the organisation and fully intend to return the assets at a future date, or a belief that the company doesn’t really “need” the assets and won’t even realise they are missing.

Fraud and Corruption Control Policy

3.2 FRAUD AND CORRUPTION FRAMEWORK

Fraud and corruption prevention at Council forms part of the organisation's broader governance framework and is interrelated with the policies, procedures, and supporting documents identified in section 6.2 of this policy.

Fraud risk assessments are aligned to Council's *Enterprise Risk Management Framework* and will be utilised to identify extreme and significant fraud and corruption risk areas. The organisation will utilise these assessments to improve any identified internal control weaknesses.

3.3 ROLES AND RESPONSIBILITIES

3.3.1 *The Chief Executive Officer and Directors*

The CEO and Directors will lead by example in a manner consistent with the values and principles detailed in the CoC. The CEO is required to notify the Crime and Corruption Commission (CCC) if they reasonably suspect corrupt conduct as defined under the *Crime and Corruption Act 2001* (Qld) has occurred.

The Directors will assume responsibility for fraud and corruption prevention to ensure that Council's *Fraud and Corruption Control Policy* and associated plan are implemented effectively across all work areas. Consideration of fraud and corruption issues will form part of both annual and longer term operational and business planning processes.

3.3.2 *Management*

All managers and supervisors must recognise that fraud and corruption may occur in their area of responsibility. Managers are to critically examine their areas of responsibility and business processes to identify and evaluate potential fraud and corruption risk situations. They are to develop and maintain fraud and corruption resistant work practices and report appropriately and identified incidents of fraud or corruption.

3.3.3 *Employees*

All Council Officers are responsible for the following:

- Acting appropriately when using official resources and handling and using public funds, whether they are involved with cash or payment systems, receipts or dealing with suppliers;
- Being alert to the possibility that unusual events or transactions could be indicators of fraud or corruption;
- Reporting details immediately if they suspect that a fraudulent or corrupt act has been committed; and
- Co-operating fully with whoever is conducting internal checks, reviews or investigations into possible acts of fraud or corruption.

All Council officers who have any knowledge of fraudulent or corrupt activities/behaviour within Council have an obligation to report such matters to a manager/supervisor or the Chief Executive Officer.

Fraud and Corruption Control Policy

3.3.4 *Audit Committee*

Fraud-related matters will be reported to Council's Audit Committee via the CEO to ensure that a realistic view of Council's exposure to fraud and the maturity of its systems to prevent, detect and respond to fraud are understood. Duties of the Audit Committee include, but are not limited to:

- reviewing whether management has in place a current and comprehensive *Enterprise Risk Management Framework* and associated procedures designed to ensure that the identification and management of the organisation's business and financial risks, including fraud, are effective;
- reviewing the organisation's fraud control arrangements and satisfying itself that the organisation has appropriate processes or systems in place to capture and effectively investigate fraud-related information;
- reviewing reports that outline any identified allegations of fraud, the status of any ongoing investigations and any changes to identified fraud risk in the organisation; and
- providing comment on recommendations for change to the internal control structure as a result of liaising with both the internal and external auditors.

3.3.1 *Internal Audit*

The Internal Audit program supports Council's efforts to establish an organisational culture that embraces ethics, honesty, and integrity. Internal Audit assists Council with the evaluation of internal controls used to detect or mitigate fraud and evaluates the organisation's assessment of fraud risk.

Although the Internal Audit considers fraud and corruption within its audit plans and during audits, it is important to note that the responsibility for prevention of irregularities rests with Council and management through the implementation and continued operation of an adequate internal control system. Internal Auditors are responsible for examining and evaluating the adequacy and the effectiveness of actions taken by management to fulfil this obligation.

3.3.1 *Development and Governance*

The Development and Governance Section is responsible for the coordination of Council's fraud and corruption framework. Duties include but are not limited to:

- Governance oversight
 - Monitoring the implementation and application of the *Fraud and Corruption Control Policy* and associated plan.
 - Monitoring the framework of rules and practices used by the organisation to ensure accountability and transparency in its operations.
 - Recording of incidents of fraud and corruption on Council's internal Fraud and Corruption Register.
- Risk management
 - overseeing the development and implementation of a systematic and coordinated risk management framework
 - developing a register of risk factors, risk management plan and controls
 - assessing whether the organisation maintains effective risk management practices across all its activities

Fraud and Corruption Control Policy

- ensuring that continuity plans are in place and appropriate, and that the plans are tested and that the tests are meaningful
 - monitoring the risk environment, and assessing the impact of any changes on the organisation's risk profile
 - integrating fraud and corruption matters with the organisation's overall risk profile
 - reporting to senior management on risk-related issues
 - assessing whether the organisation is successfully embedding an ethical culture.
- Fraud and corruption control coordination
 - developing the fraud and corruption control policy and plan and related procedures
 - taking ownership of and administering the fraud and corruption control policy
 - ensuring that policy changes and procedural recommendations arising from periodic reviews are appropriately prioritised and implemented
 - monitoring the performance of staff responsible for implementing the fraud control plan.

The duties of the Manager Development and Governance do not diminish the responsibility of the CEO in the proper execution of the above activities.

3.4 RISK MANAGEMENT SYSTEM

Fraud risk assessments from Council's Fraud and Corruption Register are aligned to Council's *Enterprise Risk Management Framework* and will be utilised to identify extreme and significant fraud and corruption risks. Profiling work undertaken by the CCC has provided an insight into operational areas and functions perceived to have high levels of fraud and corruption risk, including:

- financial functions – such as the receipt of cash, revenue collection and payment systems, salaries and allowances, entertainment expenses
- construction, development and planning functions – ranging from land rezoning or development applications to construction and building activities
- regulatory functions – involving the inspection, regulation or monitoring of facilities; and operational practices, including the issue of fines or other sanctions
- licensing functions – such as the issue of qualifications or licences to indicate proficiency or enable the performance of certain activities
- demand-driven or allocation-based functions – where demand often exceeds supply, including the allocation of services or grants of public funds, or the provision of subsidies, financial assistance, concessions or other relief
- procurement and purchasing functions – including e-commerce activities, tendering, contract management and administration, and the practices of external agents/contractors/consultants and providers of goods/services
- other functions involving the exercise of discretion, or where there are regular dealings between public sector and private sector personnel (especially operations that are remotely based or have minimal supervision).

3.5 CONTROL STRATEGIES

Ensuring that appropriate fraud control measures are in place to prevent, detect, investigate and respond to fraud is a critical function of governance. Effective fraud control strategies should be instigated by the Executive Management Team and embedded in governance/risk programs and appropriately resourced and managed, as this will assist Council in managing fraud risk to an acceptable level. Council's *Fraud and Corruption Control Plan* contains specific details of the organisation's anti-fraud and anti-corruption strategies.

Fraud and Corruption Control Policy

3.6 REPORTING PROCESS

The reporting of suspected misconduct and maladministration is fundamental to the integrity of Council's *Fraud and Corruption Control Policy*. The *Financial Accountability Act 2009* (Qld) establishes that the accountable officer or statutory body is responsible for establishing, maintaining and reviewing financial internal controls.¹ Council's Manager Finance is responsible for many internal controls and reports that identify and communicate attempts to defraud Council.

Local governments are required to have in place a system for managing employee complaints. Employees should refer to Council's *Staff Grievance Policy* and associated procedure. Council encourages employees to take appropriate action and that they should feel secure in the knowledge that supporting arrangements will protect individuals and preserve the confidentiality as far as possible. Therefore, all employee complaints should initially be treated as Public Interest Disclosures.

External report of suspected fraud or corruption should be referred through Council's *Administrative Action Complaint Management Policy*. Additionally, refer to Section 4 of this policy - External Organisational Reporting, for escalation of complaints.

3.7 PROTECTION AND SUPPORT FOR DISCLOSURES

3.7.1 *Work Health and Safety Act 2011*

Organisations have a responsibility to ensure the health and safety of their staff. Failing to take this responsibility seriously is a breach of the *Work Health and Safety Act 2011* (Qld).

3.7.2 *Crime and Corruption Act 2001*

Many reports of fraud or corruption will be classified as reports of corrupt conduct as defined in the *Crime and Corruption Act 2001* (Qld) (CC Act). The CC Act includes provisions to protect those who make reports of corrupt conduct.

3.7.3 *Public Interest Disclosure Act 2010*

Some reports about fraud and corruption will be classified as a public interest disclosure (a PID). A PID is a disclosure of information as a result of a genuine concern about the possible serious wrongdoing of public officers, or of others who may be acting in a way that is not in the public interest. Please refer to Council's *Public Interest Disclosure Policy*.

3.8 INVESTIGATION MANAGEMENT PROCESS

Once suspected fraud or corruption has been identified or reported, a number of processes must follow; please refer to Council's *Fraud and Corruption Control Plan* and *Investigation Policy*. The appropriate processes will depend on the nature and seriousness of the alleged conduct. Minor complaints are best dealt with by prompt managerial action. When dealing with serious matters where the conduct would, if proved, be a criminal offence, or provide reasonable grounds for dismissal, a full investigative response is required.

¹ See *Financial Accountability Act 2009* (Qld) s 61 and s 77.

Fraud and Corruption Control Policy

3.9 CODE OF CONDUCT

Fraud and corruption are a departure from the expected standards of behaviour for Councillors and Employees. Council's CoC defines the expectations and standards of behaviour that are consistent with Council ethical conduct values and associated principles. No less importantly, the CoC provides benchmarks that clearly state the types of behaviours the organisation considers unacceptable.

3.10 ORGANISATIONAL CULTURE CHANGE (STAFF TRAINING)

Mareeba Shire Council is committed to maintaining an ethical culture within the organisation. To foster an ethical culture free from fraud and corruption, Council will take a "job life-cycle" approach to communicating the issue of fraud and corruption. This includes engagement during:

- Recruitment and selection processes – ensure job advertisements, key selection criteria and promotional materials articulate essential information about the values and ethical standards of the organisation to prospective employees.
- Induction – make certain that new officers understand their obligations by providing suitably structured induction programs. Induction training is an opportunity to provide all new employees with first-hand notice of Council's position on fraud and corruption.
- Ongoing employment – as a minimum, ensure that all employees are given access to appropriate education and training about ethics and specifically fraud and corruption risk or issues.

4. EXTERNAL ORGANISATIONAL REPORTING

4.1 REPORTING SUSPECTED FRAUD, CORRUPTION AND OTHER CORRUPT CONDUCT COMMITTED BY EMPLOYEES

All cases of corrupt conduct (which includes fraud and corruption) should be brought to the notice of the CEO. The CEO has a statutory obligation to report any suspicion of corrupt conduct to the CCC. Any attempt to unduly influence a government decision through the offer of bribes, individual rewards or incentives is an offence and must be reported to the CEO who will decide on any appropriate further reporting.

4.2 REPORTING LOSS OF THE ORGANISATION'S MONEY OR PROPERTY

There are specific obligations placed on the CEO to report losses of money or property. The *Local Government Regulation 2012* (Qld) (LGR) outlines and categorises these obligations as follows:

Relevant legislation	LGR section 307A
A "material loss" is:	Cash or equivalent over \$500 Assets valued at over \$1,000
All losses that result from a criminal offence or suspected corrupt conduct	<ul style="list-style-type: none"> • Must be recorded
All material losses	<ul style="list-style-type: none"> • Must be recorded • Must be reported to: <ul style="list-style-type: none"> – the appropriate Minister – the Auditor-General
Material losses that result from criminal offences	<ul style="list-style-type: none"> • Must be recorded • Must be reported to: <ul style="list-style-type: none"> – the appropriate Minister

Fraud and Corruption Control Policy

	<ul style="list-style-type: none"> - the Auditor-General - QPS
Material losses that result from suspected corrupt conduct by employees or contractors	<ul style="list-style-type: none"> • Must be recorded • Must be reported to: <ul style="list-style-type: none"> - the appropriate Minister - the Auditor-General - CCC

5. DEFINITIONS

To assist in interpretation, the following definitions shall apply:

CEO – means Council’s Chief Executive Officer.

Corruption has the same meaning as 'corrupt conduct' and means conduct of a person or persons, regardless of whether a person holds or held an appointment, that:

- a) adversely affects, or could adversely affect, directly or indirectly, the performance of functions or the exercise of powers of—
 - i. a unit of public administration; or
 - ii. a person holding an appointment; and
- b) results, or could result, directly or indirectly, in the performance of functions or the exercise of powers mentioned in paragraph (a) in a way that—
 - i. is not honest or is not impartial; or
 - ii. involves a breach of the trust placed in a person holding an appointment, either knowingly or recklessly; or
 - iii. involves a misuse of information or material acquired in or in connection with the performance of functions or the exercise of powers of a person holding an appointment.
- c) would, if proved, be—
 - i. a criminal offence; or
 - ii. a disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or were the holder of an appointment.²

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

- a) impairs, or could impair, public confidence in public administration; and
- b) involves, or could involve, any of the following—
 - i. collusive tendering;
 - ii. fraud relating to an application for a licence, permit or other authority under an Act with a purpose or object of any of the following (however described) —
 - A. protecting health or safety of persons;
 - B. protecting the environment;
 - C. protecting or managing the use of the State's natural, cultural, mining or energy resources;
 - iii. dishonestly obtaining, or helping someone to dishonestly obtain, a benefit from the payment or application of public funds or the disposition of State assets;
 - iv. evading a State tax, levy or duty or otherwise fraudulently causing a loss of State revenue;
 - v. fraudulently obtaining or retaining an appointment; and

² See *Crime and Corruption Act 2001* (Qld) s 15(1).

Fraud and Corruption Control Policy

c) would, if proved, be—
 i. a criminal offence; or
 a disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or were the holder of an appointment.³

Corrupt conduct may include, but is not limited to:

- a) abuse of public office;
- b) bribery, including bribery relating to an election;
- c) extortion;
- d) obtaining or offering a secret commission;
- e) fraud;
- f) stealing;
- g) forgery;
- h) perverting the course of justice;
- i) an offence relating to an electoral donation;
- j) loss of revenue of the State.

Council – means the Mareeba Shire Council

Council Officer – means an employee of Council

Employees – means all persons employed by Council on a permanent, temporary or casual basis and includes persons engaged under a contract of service, and volunteers.

Director – means the Corporate & Community Services Director and the Infrastructure Services Director

Fraud shall mean a deliberate deception to facilitate or conceal the misappropriation of assets or the taking of an unlawful advantage or benefit.

Fraud may include, but is not limited to:

- Theft;
- Obtaining property, a financial advantage or any other benefit by deception;
- Causing a loss, avoiding or obtaining a benefit by deception;
- Knowingly providing false or misleading information to Council, or failing to provide information where there is an obligation to do so;
- A breach of trust in the performance of official duties, by which an employee or Councillor acts contrary to the interests of Council in order to achieve some personal gain or advantage for themselves or for another person or entity;
- Using forged or falsified documentation for an improper purpose;
- Deliberate misstatement of accounting information for an improper purpose.

6. RELATED DOCUMENTS AND REFERENCES

The following legislation and policies are relevant to the management of fraud and corruption within Mareeba Shire Council:

³ Ibid s 15(2).

Fraud and Corruption Control Policy

6.1 RELEVANT LEGISLATION

Crime and Corruption Act 2001 (Qld)
Criminal Code Act 1899 (Qld)
Financial Accountability Act 2009 (Qld)
Integrity Act 2009 (Qld)
Local Government Act 2009 (Qld)
Local Government Regulation 2012 (Qld)
Public Interest Disclosure Act 2010 (Qld)
Public Sector Ethics Act 1994 (Qld)
Public Sector Act 2022 (Qld)
Right to Information Act 2009 (Qld)

6.2 RELEVANT SUPPORTING DOCUMENTS

Administrative Action Complaint Management Policy (MSC);
Audit Committee Charter (MSC);
Code of Conduct for Councillors (MSC);
Employee Code of Conduct (MSC);
Employee Conflict of Interest Policy (MSC) and associated Procedure;
Enterprise Risk Management Framework (MSC) and associated Policy and associated Process;
Fraud and Corruption Control Plan (MSC);
Gifts and Benefits Policy (MSC) and associated Guideline;
Internal Audit Policy (MSC);
Investigation Policy (MSC);
Staff Grievance Policy (MSC) and associated Procedure
Public Interest Disclosure Policy (MSC).

7. REVIEW

It is the responsibility of the Manager Development and Governance to monitor the adequacy of this policy and implement and approve appropriate changes. This policy will be formally reviewed every two (2) years or as required by Council.



Fraud and Corruption Control Plan

Policy Type	Administrative Policy	Version:	3.0
Responsible Officer	Manager Development & Governance	Date Approved:	19/07/2023
Review Officer:	Manager Development & Governance	Review Due:	19/06/2025
Author:	Manager Development & Governance	Commencement:	19/07/2023

1. PURPOSE

To set out the standards for accountability that Council expects from Councillors and Employees. It aims to minimise opportunities for fraud or corrupt conduct as defined through a framework of good governance and active and effective control strategies that will continue to build an ethical organisational culture. This plan should be read in conjunction with Council’s *Fraud and Corruption Control Policy*.

2. SCOPE

This plan applies to all Councillors and employees of the Mareeba Shire Council (Council).

3. POLICY STATEMENT

Council has zero-tolerance for activities related to fraud and corruption and this is supported by a hierarchy of governance and controls for an ethical organisational culture. This Plan provides the direction and guidance that will assist Council in meeting its commitment in the control of fraud and corrupt conduct.

The Plan objectives are to:

- Support high standards of professional conduct and honest and ethical behaviour within Council;
- Minimise the risk of fraudulent practices or Corrupt Conduct occurring within and being perpetrated against Council;
- Protect Council’s assets, public image and reputation;
- Ensure an ethical culture within Council;
- Ensure the Executive Management Team’s (EMT) commitment to identify fraud risk exposures and establish procedures for prevention, detection and response;
- Ensure Councillors and Employees are aware of their responsibilities in relation to ethical conduct;
- Detail how Council deals with suspected fraud and corrupt conduct through risk management practices; and
- Provide guidance on how suspected instances of fraud or corrupt conduct are managed and dealt with by Council.

3.1 RESPONSIBILITIES

Councillors and Employees have the responsibility to take appropriate action to prevent fraud and corrupt conduct and report suspected fraud and corruption activities they become aware of. Employees must undertake their work and duties in accordance with Council’s *Employee Code of Conduct* (CoC), which prescribes standards of ethical conduct. A Code of Conduct alone will not guarantee an honest and corruption-free organisation, however, with proper education and leadership, it can promote integrity and encourage ethical behaviour, which in turn strengthens the Council’s resistance to fraud and corrupt conduct.

Fraud and Corruption Control Plan

Councillors and the EMT have a responsibility for setting the ethical tone of the Council, consistent with the ethical principles set out in the *Public Sector Ethics Act 1994* (Qld) and the *Local Government Act 2009* (Qld). EMT plays a key role in the general administration of their work areas and consequently overseeing the implementation, review and monitoring of fraud and corruption prevention strategies.

3.2 FRAUD AWARENESS

Council recognises that the success and credibility of its *Fraud and Corruption Control Policy* and Plan ("the Plan") will largely depend on how effectively they are communicated. Council will take proactive steps towards ensuring that Councillors, Employees and the local community are aware of Council's zero-tolerance position on fraud and corrupt conduct.

Council will increase awareness by:

- Promoting Council initiatives and policies regarding the control and prevention of fraud and corruption on the Council website and at Council offices;
- Including guidance on their website, for both employees and external parties, on how to report suspicions of fraud and corruption;
- Making reference to fraud and corruption initiatives in the Council's Annual Report; and
- Providing education and awareness programs and communication of Council's policies and directives relating to fraud and corruption.

3.3 FRAUD AND CORRUPTION RISK ASSESSMENT

Council's *Enterprise Risk Management Framework* (ERM) is used as a tool to identify and manage fraud and corruption risks in line with the *Fraud and Corruption Control Policy* and the Plan. Appropriately, fraud and corruption risk will be reviewed across Council on a quarterly basis. Managers will provide assurance that their risks have been reviewed and updated and those risks identified as significant or extreme will be reported to Audit Committee and Council.

A fraud and corruption risk review will focus on the following elements:

- impact of change in organisational structure or functional requirements;
- changes in legislation and delegations;
- contracting and outsourcing;
- the impact of new technology;
- the operating environment, and the Council's relative exposure to external and internal fraud and corruption;
- exposure to ongoing and emerging trends and threats; and
- the effectiveness of current treatment measures and controls.

The details of the fraud and corruption risks identified, including treatments and controls will be incorporated into the ERM Register. Additionally, incidents of fraud and corruption will be recorded in Council's Fraud and Corruption Register and treated in accordance with ERM process. All identified risks are to be reviewed on an annual basis and reported as per the ERM Process.

3.4 REPORT ALLEGATIONS OF FRAUD AND CORRUPTION

Concerns or suspicions about fraudulent or corrupt conduct can be reported as follows:

- If you are making a report about an Employee - report to a Manager, Director or the CEO;
- If you are making a report about the CEO - report to the Mayor;

Fraud and Corruption Control Plan

- If your report involves a Councillor or the Mayor - report directly to the Office of the Independent Assessor or to the CEO who will either forward the allegation to Office of the Independent Assessor or to the Crime and Corruption Commission (CCC).

Attempts to investigate the matter personally by a person who has a concern or suspicion must not be undertaken. Reports of allegations of fraudulent or corrupt conduct may be received verbally, in writing, and may be made anonymously. Reports of this type may constitute a Public Interest Disclosure under the *Public Interest Disclosure Act 2010* (Qld) (PID Act).

Council must ensure that any report of suspected fraud or corrupt conduct is treated confidentially to the fullest extent possible. To affirm the integrity of this reporting function, complaints, investigation of complaints and the identity of subject officers, witnesses will be treated and managed confidentially in accordance with Council's complaints processes—*Administrative Action Complaint Management Policy*, *Public Interest Disclosure Policy*, and its obligations under the PID Act.

4. FRAUD AND CORRUPTION CONTROL STRATEGIES

Council recognises that the most effective way to address the issue of fraud or corrupt conduct is to provide exemplary leadership, fully comply with legislative obligations, provide clear and appropriate policy settings with active and effective control strategies that address prevention, detection, investigation, response, monitoring and reporting.

- **Prevention** – strategies designed to prevent fraud and corruption occurring in the first instance
- **Detection** – strategies to uncover fraud and corruption as soon as possible after it has occurred
- **Response** – systems and processes that assist in responding appropriately to an alleged fraud or corruption when it is detected
- **Monitoring and Evaluation** – strategies to provide assurance that legislative and policy responsibilities are being met, in addition to promoting accountability by providing information that demonstrates compliance with specific fraud and corruption control measures.

4.1 PREVENTION

Fraud and corruption prevention strategies are the first line of defence and provide the most cost-effective method of controlling fraud and corruption within Council. Key elements of effective fraud and corruption prevention include (but are not limited to):

- A robust *Fraud and Corruption Control Policy* and the Plan;
- Code of Conduct for employees;
- Councillors Code of Conduct;
- Effective fraud and corruption risk management process;
- A comprehensive fraud and corruption control framework;
- Prudent employees;
- Regular awareness training;
- Identification of activities with high fraud and corruption risk exposure and the application of appropriate control strategies to those activities; and
- Proactive demonstration within the organisation that allegations and incidences of fraud and/or corruption are treated seriously and appropriately addressed.

The below table outlines a range of preventative strategies and measures actioned by Council to manage its fraud and corruption risks.

Fraud and Corruption Control Plan

Element	Components	Action Plan	Oversight	Timeframes
Integrated Policy	<i>Fraud and Corruption Control Policy</i> and the Plan	<ul style="list-style-type: none"> EMT to ensure the <i>Fraud and Corruption Policy</i> and the Plan are integrated along with other Council policies EMT to endorse and promote the Plan and policy and take ongoing action to ensure staff are aware of the Plan 	Manager Development & Governance	Every 2 years
Risk Assessment	Fraud and Corruption Risk Assessment	<ul style="list-style-type: none"> Consideration of fraud and corruption risks to be included in Council's ERM Register 	Manager Development & Governance	Quarterly
Internal Controls	Governance Framework	<ul style="list-style-type: none"> Administration policies, procedures and supporting documents to be promoted to applicable employees. 	Managers	Every 4 years
		<ul style="list-style-type: none"> Segregation of functions especially regulatory, financial and cash handling areas. 	Managers/External Audit	Annually
		<ul style="list-style-type: none"> Where fraud and corruption risks are known to exist, work processes are to be clearly documented and available to Council employees. 	Managers	Quarterly
		<ul style="list-style-type: none"> Employees to be reminded to make appropriate declarations, and a Register of Interests is to be maintained. 	Manager Organisational Development	Every 2 years
		<ul style="list-style-type: none"> Delegated Powers and Authorities 	Managers	Annually
	Internal Audit	<ul style="list-style-type: none"> Internal Audit to periodically review processes and provide recommendations for improvements 	Audit Committee Director Corporate and Community Services	Per Internal Audit Plan
	Gifts and Benefits Policy	<ul style="list-style-type: none"> Review the <i>Gifts and Benefits Policy</i> 	CEO	Every 4 years
Employment Screening	<ul style="list-style-type: none"> Conducting appropriate due diligence of potential new 	Manager Organisational Development	Per Recruitment Guidelines	

Fraud and Corruption Control Plan
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		employees and existing employees transferring		
	Third Party (Contractors)	<ul style="list-style-type: none"> • Relevant policies and procedures covering due diligence processes for potential contractors. 	Managers	Annually
		<ul style="list-style-type: none"> • Relevant policies and procedures covering due diligence processes for monitoring past or existing contractors. 	Managers	Annually
Education and Awareness	Fraud Awareness	<ul style="list-style-type: none"> • Education and training programme including for employees: <ul style="list-style-type: none"> ➢ Code of Conduct ➢ Public Interest Disclosures ➢ Reporting corrupt conduct ➢ Fraud prevention training ➢ Organisational wide awareness of relevant policies and procedures. 	Manager Organisational Development	Every 2 years
		<ul style="list-style-type: none"> • General awareness of the <i>Fraud and Corruption Control Policy</i> and the Plan 	Managers	Annually
	Availability of policies and procedures	<ul style="list-style-type: none"> • Policies, procedures, and supporting documents to be easily accessible 	Manager Development & Governance	Annually
Community Awareness	Policies, Procedures, and supporting documents	<ul style="list-style-type: none"> • To be included on Council website 	Manager Development & Governance	Annually
	Right to Information requests	<ul style="list-style-type: none"> • Requests for information in regards to fraud and corruption are to be actioned promptly. 	Manager Systems and Customer Service	Annually

4.2 DETECTION

Detection is the key in mitigating fraud and corruption, and as such, Council has implemented systems aimed at assisting with the detection of fraud or corruption as soon as possible after it has occurred, in the event that Council’s preventive control strategies fail.

Fraud and Corruption Control Plan

The source of fraudulent activity and corrupt conduct may be internal (perpetrated by an employee); external (perpetrated by a customer or an external service provider); or complex (for example, involve collaboration between employees and external service providers).

The CCC has provided an insight into and identified operational areas and functions perceived to have high levels of fraud and corruption risk, including:

- financial functions – such as the receipt of cash, revenue collection and payment systems, salaries and allowances, entertainment expenses
- construction, development and planning functions – ranging from land rezoning or development applications to construction and building activities
- regulatory functions – involving the inspection, regulation or monitoring of facilities; and operational practices, including the issue of fines or other sanctions
- licensing functions – such as the issue of qualifications or licences to indicate proficiency or enable the performance of certain activities
- demand-driven or allocation-based functions – where demand often exceeds supply, including the allocation of services or grants of public funds, or the provision of subsidies, financial assistance, concessions or other relief
- procurement and purchasing functions – including e-commerce activities, tendering, contract management and administration, and the practices of external agents/contractors/consultants and providers of goods/services
- other functions involving the exercise of discretion, or where there are regular dealings between the public sector and private sector personnel (especially operations that are remotely based or have minimal supervision).

The below table outlines controls and measures to detect internal, external and complex fraud and corruption.

Element	Components	Action Plan	Oversight	Timeframes
Internal Controls	Formal and informal work process	<ul style="list-style-type: none"> • Specific function processes, guidelines, instructions and risk assessment to be complied with 	Managers	Every 2 years
		<ul style="list-style-type: none"> • Ongoing education and awareness of the work process to be provided 	Manager Organisational Development	Annually
Public Interest Disclosures	Management of Public Interest Disclosures	<ul style="list-style-type: none"> • Public Interest Disclosure policy to be reviewed and maintained 	Manager Development & Governance	Every 4 years
		<ul style="list-style-type: none"> • Management to take reasonable actions to minimise risks of victimisation and to ensure victimisation of disclosers is dealt with swiftly and appropriately 	Managers	Ongoing
Investigations	Detection System	<ul style="list-style-type: none"> • Post Transactional Reviews 	Managers	Annually

Fraud and Corruption Control Plan
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		<ul style="list-style-type: none"> Implement routine data analytics over areas identified as inherently susceptible to fraud 	Manager Development & Governance	Annually
		<ul style="list-style-type: none"> Analysis of management accounting and procurement reports to identify trends 	Manager Finance	Monthly/annually
		<ul style="list-style-type: none"> Work with the external/internal auditors in the detection of fraud 	Manager Finance & Audit Committee	Annually
Internal Reporting	Performance Management Framework	<ul style="list-style-type: none"> Organisational Structure to be supported through adherence to official delegations, proper and full use of supervisory reporting relationships 	Managers	Annually
	Internal Audit	<ul style="list-style-type: none"> Internal Audit to consider fraud and corruption as part of the audit scope 	Audit Committee	Per Internal Audit Plan
		<ul style="list-style-type: none"> Internal Audit to conduct regular reviews of Council functions and processes to identify susceptible areas 	Audit Committee	Per Internal Audit Plan

4.3 RESPONSE

Fraud and corruption response is a key element of the overall fraud and corruption control framework. Council needs to be responsive and vigilant in undertaking preliminary investigations to determine whether allegations have sufficient grounds to be taken further.

Investigations (as statutorily required)

Council will investigate or otherwise formally inquire into all instances of suspected fraud or corrupt conduct exposed as a result of receiving an allegation or detecting fraudulent activity or corrupt conduct in line with Council's *Investigation Policy*. All reports, information, complaints and notifications concerning the alleged fraudulent activity or corrupt conduct may be referred to the CCC throughout the investigation process. Fraud and corruption investigations are to be kept confidential, secure and restricted to only authorised users.

The below steps are to be implemented upon and detection or notification of in conjunction with the fraud and/or corruption:

Step 1: Stop the fraud continuing and preserve evidence

Fraud and Corruption Control Plan

- Step 2: Record allegations and the known facts
- Step 3: Initial review
- Step 4: Investigation
- Step 5: Outcomes

Disciplinary Action

Fraudulent activity and corrupt conduct may result in formal disciplinary action including dismissal. If approved by the CEO, Council's Manager Organisational Development should be consulted to create a deterrent effect on employees by illustrating that all cases will be investigated, and disciplinary action will be taken against employees that "do the wrong thing".

It must be noted that fraud or corrupt conduct may often also involve criminal conduct. This means that an incident can at the same time be within the jurisdiction of the CCC, Council and the Queensland Police Service (QPS), and therefore, the actions and decisions of one agency will have an impact on the other agencies.

Where a disciplinary investigation arises out of alleged criminal conduct, Council will need to take into account any criminal proceedings. If Council's Manager Organisational Development and the QPS are consulted, Council can take disciplinary action before the criminal investigation or prosecution is completed. Whether disciplinary proceedings should await the outcome of criminal proceedings will need to be determined on a case-by-case basis. Council may decide to hold off on disciplinary action until the outcome of the prosecution is known so that if it fails, Council can still institute disciplinary proceedings.

Restitution

Council is committed to recovering losses incurred as a result of fraudulent activity or corrupt conduct. Council pursues all reasonable avenues to limit any financial loss and reputational damage. Council maintains an insurance policy against loss due to fraudulent or corrupt conduct activities of its employees. The table in section 5.1.2 below outlines measures to detect internal, external and complex fraud and corruption.

4.4 MONITORING AND EVALUATION

Effective monitoring and evaluation of Council's fraud and corruption control strategies assist in:

- Assessing the continued relevance and priority of fraud and corruption strategies in light of current and emerging risks;
- Test whether fraud and corruption strategies are targeting the desired population; and
- Ascertain whether there are more cost-effective ways of combatting fraud and corruption.

5. REPORTING

Internally, fraud-related matters will be reported to Council's Audit Committee via the CEO to ensure that a realistic view of Council's exposure and the maturity of its systems to prevent, detect and respond to fraud are understood.

5.1 REPORTING SUSPECTED FRAUD, CORRUPTION AND OTHER CORRUPT CONDUCT COMMITTED BY EMPLOYEES

The CEO has a statutory obligation to report any suspicion of corrupt conduct to the CCC. Therefore, all cases of corrupt conduct (which includes fraud and corruption) should be brought to the notice of the CEO. Any

Fraud and Corruption Control Plan

attempt to unduly influence a government decision through the offer of bribes, individual rewards or incentives is an offence and must be reported to the CEO who will decide appropriate further reporting.

5.2 REPORTING LOSS OF THE ORGANISATION’S MONEY OR PROPERTY

There are specific obligations placed on the CEO to report losses of money or property. The *Local Government Regulation 2012* (Qld) (LGR) outlines and categorises these obligations dependant on the type of loss.

Relevant legislation	LG Reg section 307A
A “material loss” is	Cash or equivalent over \$500 Assets valued at over \$1,000
All losses that result from a criminal offence or suspected corrupt conduct	<ul style="list-style-type: none"> • Must be recorded
All material losses	<ul style="list-style-type: none"> • Must be recorded • Must be reported to: <ul style="list-style-type: none"> – the appropriate Minister – the Auditor-General
Material losses that result from criminal offences	<ul style="list-style-type: none"> • Must be recorded • Must be reported to: <ul style="list-style-type: none"> – the appropriate Minister – the Auditor-General – QPS
Material losses that result from suspected corrupt conduct by employees or contractors	<ul style="list-style-type: none"> • Must be recorded • Must be reported to: <ul style="list-style-type: none"> – the appropriate Minister – the Auditor-General – CCC

6. DEFINITIONS

To assist in interpretation, the following definitions shall apply:

CCC – means the Crime and Corruption Commission.

CEO – means Council’s Chief Executive Officer.

Corruption has the same meaning as 'corrupt conduct' under the *Crime and Corruption Act 2001* (Qld), being conduct of a person, regardless of whether the person holds or held an appointment, that:

- a) adversely affects, or could adversely affect, directly or indirectly, the performance of functions or the exercise of powers of—
 - i. a unit of public administration; or
 - ii. a person holding an appointment; and
- b) results, or could result, directly or indirectly, in the performance of functions or the exercise of powers mentioned in paragraph (a) in a way that—
 - i. is not honest or is not impartial; or

Fraud and Corruption Control Plan

- ii. involves a breach of the trust placed in a person holding an appointment, either knowingly or recklessly; or
- iii. involves a misuse of information or material acquired in or in connection with the performance of functions or the exercise of powers of a person holding an appointment.
- c) is engaged in for the purpose of providing a benefit to the person or another person or causing a detriment to another person; and
- d) would, if proved, be—
 - i. a criminal offence; or
 - ii. a disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or were the holder of an appointment.¹

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

- a) impairs, or could impair, public confidence in public administration; and
- b) involves, or could involve, any of the following—
 - i. collusive tendering;
 - ii. fraud relating to an application for a licence, permit or other authority under an Act with a purpose or object of any of the following (however described) —
 - A. protecting health or safety of persons;
 - B. protecting the environment;
 - C. protecting or managing the use of the State's natural, cultural, mining or energy resources;
 - iii. dishonestly obtaining, or helping someone to dishonestly obtain, a benefit from the payment or application of public funds or the disposition of State assets;
 - iv. evading a State tax, levy or duty or otherwise fraudulently causing a loss of State revenue;
 - v. fraudulently obtaining or retaining an appointment; and
- c) would, if proved, be—
 - i. a criminal offence; or

a disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or were the holder of an appointment.²

Corrupt conduct may include, but is not limited to:

- a) abuse of public office;
- b) bribery, including bribery relating to an election;
- c) extortion;
- d) obtaining or offering a secret commission;
- e) fraud;
- f) stealing;
- g) forgery;
- h) perverting the course of justice;
- i) an offence relating to an electoral donation;
- j) loss of revenue of the State.

Council – means the Mareeba Shire Council.

Council Officer – means an employee of Council

¹ See *Crime and Corruption Act 2001* (Qld) s 15(1).

² *Ibid* s 15(2).

Fraud and Corruption Control Plan

Employees are defined as all persons employed by Council on a permanent, temporary or casual basis and includes persons engaged under a contract of service, and volunteers.

EMT – means Council’s Executive Management Team of Council, as constituted from time to time.

ERM – means Enterprise Risk Management.

Fraud – shall mean a deliberate deception to facilitate or conceal the misappropriation of assets or the taking of an unlawful advantage or benefit.

Fraud may include, but is not limited to:

- Theft;
- Obtaining property, a financial advantage or any other benefit by deception;
- Causing a loss, avoiding or obtaining a benefit by deception;
- Knowingly providing false or misleading information to Council, or failing to provide information where there is an obligation to do so;
- A breach of trust in the performance of official duties, by which an employee or Councillor acts contrary to the interests of Council in order to achieve some personal gain or advantage for themselves or for another person or entity;
- Using forged or falsified documentation for an improper purpose;
- Deliberate misstatement of accounting information for an improper purpose.

LGA – means the *Local Government Act 2009* (Qld).

The Plan – means Council’s *Fraud and Corruption Control Plan*.

7. RELATED DOCUMENTS AND REFERENCES

Administration Action Complaint Management Policy (MSC)
Audit Committee Charter (MSC)
Code of Conduct for Councillors (MSC)
Crime and Corruption Act 2001 (Qld)
Employee Code of Conduct (MSC)
Employee Conflict of Interest Policy (MSC) and associated Procedure
Enterprise Risk Management Framework (MSC), Policy and associated Process
Fraud and Corruption Control Policy (MSC)
Gifts and Benefits Policy (MSC) and associated Guideline
Internal Audit Policy (MSC)
Investigation Policy (MSC)
Local Government Act 2009 (Qld)
Local Government Regulation 2012 (Qld)
Public Interest Disclosure Act 2010 (Qld)
Public interest Disclosure Policy (Qld)

8. REVIEW

It is the responsibility of the Manager Development and Governance to monitor the adequacy of this policy and implement and approve appropriate changes. This policy will be formally reviewed every two (2) years or as required by Council.

8.8 FINANCIAL STATEMENTS PERIOD ENDING 30 JUNE 2023

Date Prepared: 10 July 2023
Author: Manager Finance
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an overview of financial matters for the period 1 July 2022 to 30 June 2023.

It should be noted that this Report does not present operational income and expenditure figures, and these will be presented to Council at its next meeting on 16 August, due to the financial year end and the number of processes that need to occur to finalise these figures.

RECOMMENDATION

That Council receives the Financial Report for the period ending 30 June 2023.

BACKGROUNDFinancial Summary

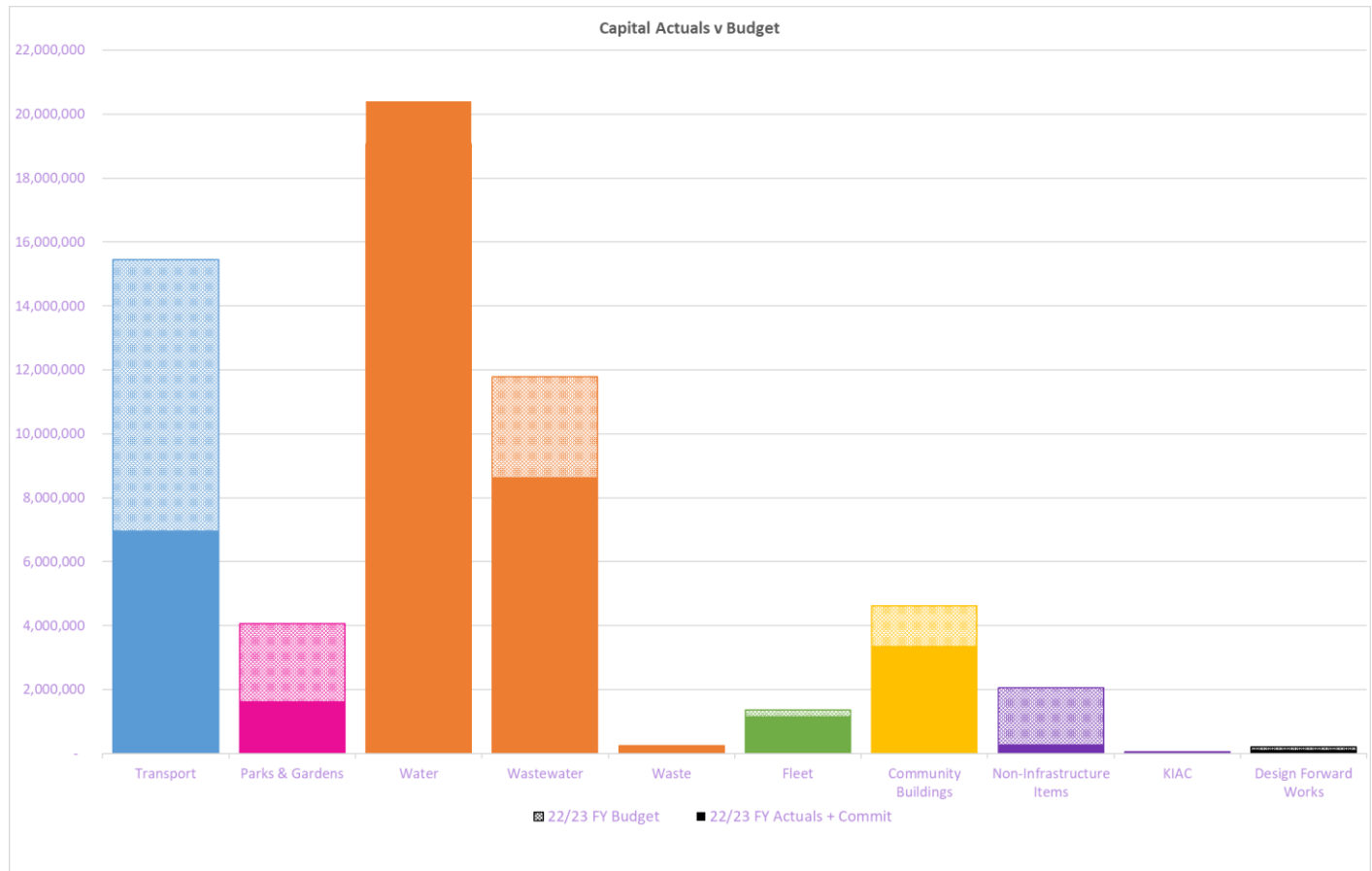
Due to financial year end and the number of processes that need to occur, the Budgeted Income Statement for the year ending 30 June 2023, will be presented to Council at its next meeting on 16 August 2023.

Work has commenced on preparing the financial statements and it is anticipated that the draft accounts will be completed by 10 August 2023 and presented to Audit Committee before the external audit commences from 14 August 2023.

Capital Expenditure

Total capital expenditure of \$42,880,926 (including commitments) has been spent for the period ending 30 June 2023 against the 2022/23 adjusted annual capital budget of \$58,956,091.

Any capital projects not completed by 30 June, will be carried forward into 2023/24. A report will be presented to Council in August.



Loan Borrowings

Council's loan balance is \$6,862,561 as at 30 June 2023.

Rates and Sundry Debtors Analysis

Rates and Charges

The total rates and charges payable as at 30 June 2023 are \$2,383,317 which is broken down as follows:

Status	30 June 2023		30 June 2022	
	No. of properties	Amount	No. of properties	Amount
Valueless land	4	77,881	11	415,698
Payment Arrangement	66	41,267	62	42,732
Collection House	252	1,172,030	254	731,471
Exhausted – awaiting sale of land	6	46,069	50	593,283
Sale of Land	60	1,009,525	2	63,081
Other <i>(includes supplementary rate notices)</i>	248*	36,545	340	65,808
TOTAL	636	2,383,317	719	1,912,073

* Of this total, 203 properties have less than \$20 outstanding

The Rate Notices for the period ending 30 June 2023 were issued 13 February 2023 with total rates and charges amounting to \$20,875,091, and a due date of 17 March 2023.

Collection House collected \$131,026 for the month of June 2023.

Council officers are currently preparing the auction for sale of land for overdue rates for four (4) properties. This auction is due to take place on Tuesday, 25 July 2023.

Sundry Debtors

The total outstanding for Sundry Debtors as at 30 June 2023 is \$332,694 which is made up of the following:

Current	30 days	60 days	90 + days
\$133,189	\$177,903	\$4,000	\$17,602
40%	54%	1%	5%

Procurement

There were no emergency purchase orders for the month.

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.	*To Be Advised	0 - 10%	<input checked="" type="checkbox"/>	10.72%
<i>*This ratio will be calculated once the end of financial year processing has been finalised.</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>					
Asset sustainability ratio	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. 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.	N/A	>90%	<input checked="" type="checkbox"/>	160.23%
<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>					

RISK IMPLICATIONS

Nil

Legal/Compliance/Policy Implications

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

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

Nil

9 INFRASTRUCTURE SERVICES

9.1 PARKS AND OPEN SPACES ACTION PLAN QUARTERLY REPORT - APRIL TO JUNE 2023

Date Prepared: 26 May 2023

Author: Manager Assets and Projects

Attachments: 1. Parks and Open Spaces Quarterly Review April - June 2023 [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to provide an update on projects being delivered under the Parks and Open Spaces Three-Year Action Plan during the months of April 2023 – June 2023.

RECOMMENDATION

That Council receives the Parks and Open Spaces Action Plan Progress Report for the months of April 2023 – June 2023.

BACKGROUND

Council adopted its Parks and Open Spaces Strategy and Three-Year Action Plan in February 2022.

The Parks and Open Spaces Strategy 2022-2031 has been developed to achieve Council's vision to enhance the Shire's liveability and visual appeal, and to encourage active communities and economic development. The Strategy was developed using a structured community engagement and internal consultation process.

Alongside the Strategy, a Three-Year Action Plan was developed for implementation of initial priority projects, with monthly updates provided to Council on the progress of the action plan, with each project presented to Council in detail prior to construction.

The format of the information on project status has been updated and information is provided in the legend within the attached progress report.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

The Three-Year Action Plan is fully funded at no additional cost to ratepayers.

Is the expenditure noted above included in the current budget?

Yes

Operating

The Three-Year Action Plan has been developed with an objective of no increase to the operational budget.

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

Updates will be provided to Council monthly, with targeted engagement to be undertaken on specific projects.

Parks and Open Spaces 3 Year Action Plan - Project Update – April - June 2023

Legend

	Project scheduled
	Project scheduled but not yet started
	Project in planning stage
	Project started
	Project complete
	Project Updated in this Report
	Project Not Updated in this Report

Project	2022	2023	2024	Monthly Update to Council
RAIL TRAIL				
Mareeba Rail Trail Stage 1 (Mareeba to Airport)				Works Complete
BETTER PLAYGROUNDS				
Geraghty Park (Julatten)				Not commenced. Design to commence in 2023. Grant funding application for funding under Community Gambling Benefit Fund for partial funding not successful.
Pat Kinnear Memorial Park (Chillagoe Town Hall)				In planning.
Dimbulah Parks Revitalisation				Pump track and fence construction commencing late July 2023.
Kuranda Community Precinct				Not commenced. Design to commence in mid-2023.
General Playground and Fitness Equipment Renewals - Various Locations				Preparations underway for Roscommon Park Speewah.
IMPROVE BICENTENNIAL LAKES				
Bicentennial Lakes (Southern) Upgrade				Design for Bicentennial Lakes Southern and Northern Upgrades is being finalised. Grant funding has been received for under Local Government Grants and Subsidies Program for the project design.
Bicentennial Lakes (Northern) Upgrade				Community engagement commencing for Bicentennial Lakes Northern precinct. Grant funding will be required for construction. https://msc.qld.gov.au/current-community-consultation/
IMPROVE PARKS AND OPEN SPACES				
Amaroo Park				Playground and carpark construction complete. A Master Plan for the broader reserve area will be developed in consultation with the community from mid-2023.
Mareeba Town Walking Trails Upgrades				The Walking Network Plan has been adopted by Council and a Priority Works Program is being developed. This project was funded by the Department of Transport and Main Roads.
Gregory Terrace (Kuranda) Park Upgrade				Not commenced. Design to commence in 2023.
Kuranda Town Walking Trails Upgrades				Council was granted funding under the Walking Local Government Grants program and a Walking Network Plan and a Priority Works Program have been adopted by Council.

Parks and Open Spaces 3 Year Action Plan - Project Update – April - June 2023

Kuranda Tourism Parks and Open Space Upgrades*				<p>Centenary Park Kuranda – Playground construction is complete. Further works to refresh the surrounding stone retaining walls and footpaths are in the planning stages.</p> <p>Community consultation has commenced for Coondoo Street lighting upgrades, pathway refresh and improvements for Anzac Park Kuranda.</p> <p>https://msc.qld.gov.au/current-community-consultation/</p>
Bill Newburn Park (Irvinebank) Upgrade				<p>Initial discussions have taken place at the Community forum in Irvinebank. The budget has been increased for this project and plans are being developed for a swing and covered picnic table.</p>
Anzac Park (Mareeba) Revitalisation				<p>Construction commenced.</p>
Toilet Facilities Improvements - Various Locations				<p>Centenary Park Mareeba toilet refurbishment has been completed. Mareeba Aerodrome, Mareeba Cemetery, Mt Molloy Vains Park project planning has commenced.</p>
Footpaths Improvements - Various Locations				<p>Footpaths renewed along Rankin St and Basalt Gully (Stewart St), Mareeba. Pedestrian bridge improvements for Basalt Gully (Stewart St) and Granite Creek (Eales Park to Ward St) under design. Walking Network Priority Works Programs have been developed and adopted for Kuranda and Mareeba.</p>
Park Entrance Signage Improvements - Various Locations				<p>10 park entrance signs have been replaced in February 2022. Funding for this project has been fully expended.</p>
WATER PARK				
New Mareeba Water Splash Park				<p>Splash Park officially opened 24 June 2023. The project was funded by the Department of State Development, Infrastructure, Local Government and Planning to provide the Splash Park and upgrades to existing infrastructure at the Mareeba Aquatic Centre to the value of \$1.5M. The remaining construction funding was contributed by Council, who will also be responsible for the ongoing maintenance and operating costs.</p>

*Tourism projects in Kuranda to be funded by the Kuranda Infrastructure Levy

9.2 INFRASTRUCTURE SERVICES, CAPITAL WORKS MONTHLY REPORT - JUNE 2023

Date Prepared: 15 June 2023

Author: Manager Assets and Projects

Attachments:

1. [Capital Works Highlights - June 2023](#) ↓
2. [Capital Works Summary - June 2023](#) ↓

EXECUTIVE SUMMARY

The purpose of this report is to provide an update on capital works projects undertaken by the Infrastructure Services Department during the month of June 2023.

RECOMMENDATION

That Council receives the Infrastructure Services Capital Works Monthly Report for the month of June 2023.

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 – June 2023



Project Name: Mareeba Splash Park and Pool Heating

Program: Parks and Open Spaces

Background

Council received \$1.5M funding from the Queensland Government to construct a Splash Park in Mareeba. Council identified that the optimised location for the Splash Park is within the Mareeba Sports and Aquatic Centre. This location allows for the lowest ongoing operational expense to the community and gives visitors a more interactive experience by leveraging the existing Children’s Pool and 50m Pool as part of the Splash Park experience. \$1.5M is funded by the Department of State Development, Infrastructure, Local Government and Planning to provide the Splash Park and upgrades to existing infrastructure at the Mareeba Aquatic Centre. A further \$150,000 of the \$195,075 project cost to install a heating system, is funded by the Active Gameday Projects Fund from the Department of Tourism, Innovation and Sport’s (Sport and Recreation). The remaining funds will be contributed by Mareeba Shire Council.”

Scope of Work

The facility is a new zero-depth, zero-height splash play area that includes various unique water spray areas with interactive play elements and shade structures. As part of the upgrade, a heating system has been installed for the pool and the front entry gardens and pathways have been refreshed.

Progress Update

The Splash Park is commissioned and an opening day “Splash Party” was held 23 June 2023. The heaters are operating and final commissioning and handover is nearing completion. Project funded by the Queensland Government.



Splash Park Opening Saturday 23 June 2023

Infrastructure Services Capital Works Report Project Highlights – June 2023



Mareeba Aquatic Centre Mural



Splash Park Filtration Shed

Infrastructure Services Capital Works Report Project Highlights – June 2023



Project Name: Anzac Park Mareeba

Program: Parks and Open Spaces

Background

Mareeba Shire has multiple war memorial sites, displays and historical places of interest which honour those in our community who served Australia and Council recognised the need to revitalise Anzac Park as the focal point for veterans, serving members of the Australian Defence Force and community. Businesses in Mareeba's CBD have been asking for changes to improve safety and reduce anti-social behaviour in the main street, and the revitalisation of Anzac Park should contribute to these aims.

Scope of Work

The parkland will incorporate up-lighting to highlight some of the features including the cannons and the trees, removal of the fountain, footpath renewal and planting of additional trees. The project will also see the addition of a named archway at the rear of the park.

Progress Update

Construction fencing has been installed, redundant infrastructure has been demolished and removed. Coloured tree lighting has been tested and electrical and irrigation trenches are complete and concreting works are underway.



Anzac Park Mareeba Night Time Artist Impression, Front View

Infrastructure Services Capital Works Report Project Highlights – June 2023



Anzac Park Mareeba Construction Works

**Infrastructure Services Capital Works Report
Project Highlights – June 2023**



Project Name: Bicentennial Lakes Gravity Sewer Main Upgrade

Program: Wastewater

Background

All works associated with the construction of a sewer gravity main upgrade, inclusive of a water main relocation to enable the works, to service Mareeba. The gravity sewer main installation is located within Bicentennial Lakes, Mareeba. The alignment connects at Rankin Street and discharges upstream of the pump station at Byrnes Street. Works for the gravity sewers will generally be limited to the road reserve between the edge of road and property boundary. The water main relocation is located at Keeble Street and Jacobsen Street, Mareeba. Works for the water main relocation will generally be limited to the road reserve between the edge of road and property boundary.

Scope of Works

Installation of new 450mm gravity trunk sewer main, sewer manholes and connections and relocation and upgrading of water mains located at Keeble Street and Jacobsen Street and connections and valving.

Progress Update

Works commenced mid-May and have progressed well with the contractor achieving majority of pipe installation Strattmann Street. The road pavement along Strattmann Street where the pipe has been installed is scheduled for restoration in the coming weeks.



Strattmann Street installation of the new 450mm diameter gravity sewer main

Infrastructure Services Capital Works Report Project Highlights – June 2023



Project Name: Euluma Creek Road – Widen and Seal CH 9.35-10.13

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 existing 5m wide bitumen section is to be realigned and widened to a sealed width of 8m with drainage infrastructure extended accordingly.

Progress Update

Construction works were completed early June and the project was scheduled for bitumen sealing on 20 June. Unfortunately, rain interrupted the sealing works and just under half of the proposed sealing area remains unsealed. Officers are in regular contact with the bitumen sealing contractor to book another date for the completion of the seal but due to the end of financial year work backlog for bitumen sealing companies the remainder of the project will not be sealed until mid-July unless there is a cancellation of sealing works on another project.



Completed Seal



Works yet to be sealed

Infrastructure Services Capital Works Report Project Highlights – June 2023



Project Name: Wolfram Road, Dimbulah - Road Widening Ch 8550 - Ch 10000

Program: Rural Roads

Background

Various sections of Wolfram Road, Dimbulah are single lane bitumen seal and are very prone to edge wear and edge drop. Commercial traffic using Wolfram Road has increased from 5.6% in 2008 to 15.4% in 2020. A wider sealed road will improve road safety, provide transport efficiencies and cater for increased traffic volumes.

Scope of Works

The scope of works includes the widening of Wolfram Road from Ch 8550 to Ch 10000 to a sealed width of 7.5m, the extension of existing culverts to cater for the wider road, the replacement of several existing headwalls, the installation of subsoil drains and the cleaning and re-shaping of existing table and cut-off drains.

Progress Update

Roadside furniture, signage and line marking was installed in June. All works have now been completed.



Wolfram Road before



Wolfram Road after



Wolfram Road before



Wolfram Road after

Infrastructure Services Capital Works Report Project Highlights – June 2023



Project Name: Mulligan Highway/Blacks Road Intersection Widening

Program: RMPC

Background

In January 2023 a variation was added to Mareeba Shire Council’s existing Road Maintenance Performance Contract (RMPC) with the Department of Transport and Main Roads (DTMR) to widen the existing seal at the intersection of the Mulligan Highway and Blacks Road, Mareeba.

Scope of Works

The scope of works was to replace the existing unsealed shoulders with 200mm of Type 2.1 Road Base, seal the new shoulders with 16mm aggregate bitumen seal and then apply a 10mm aggregate bitumen seal over the full width of the pavement.

A decision was made to use Bitumen Reseal funding to extend the widening from the intersection tangent point to the existing causeway on Blacks Road, some 100m northeast of the intersection.

Progress Update

Works commenced in early June and were completed in two weeks. Line marking will be undertaken as part of an upcoming Mareeba town line marking program.



Removing existing shoulder gravel



Replaced shoulder material



16mm aggregate bitumen seal



10mm aggregate bitumen seal over full width

Infrastructure Services Capital Works Report Project Highlights – June 2023



Project Name: Bilwon Road Bibohra – Road Rehabilitation and Culvert Upgrade (Querin Road to Rosing Road)

Program: Rural Roads

Background

In 2021, Mareeba Shire Council had a request from the Queensland Police Service to undertake a safety audit on a section of Bilwon Road between Querin Road and Rosing Road in response to a number of non-fatal traffic accidents. As a result of the safety audit a project was created in Mareeba Shire Council’s Project Prioritisation Tool and Roads to Recovery funding was allocated to the project in the 2022/2023 Capital Works Program.

Scope of Works

The scope of works includes the rehabilitation of the existing section of road, replace the 1800Ø RCPs, generally improve the vertical alignment and provide new driveway crossovers to several residences.

Progress Update

Works commenced in early June and at the time of reporting the clear and grub had been completed, culvert widening and replacement had commenced along with excavating the road down to the new subgrade design depth.



Clear and grub



Excavate to new subgrade design



Culvert haunch zone treatment



Culvert replacement

Infrastructure Services Capital Works Report Project Highlights – June 2023



Project Name: Springmount Road – Curve and Culvert Widening Ch 13.18 - Ch 18.10

Program: Rural Roads

Background

Council received Federal Government funding from the Heavy Vehicle Safety and Productivity Program (HVSPP) to undertake curve and culvert widenings on Springmount Road. The grant will cover 80% of the design and construction costs with the Transport Infrastructure Development Scheme (TIDS) contributing 10% and Mareeba Shire Council the other 10%.

Scope of Works

The scope of works includes the widening and bitumen sealing of curves and associated culverts between chainage 13.18 and chainage 18.10 on Springmount Road. Extensive culvert inlet and outlet works will be required to de-water some of the existing culverts that have silted up after many years of agricultural runoff.

Progress Update

Clear and grub and dewatering activities are currently ongoing.



Culvert de-watering

Infrastructure Services Capital Works Summary Report - June 2023



Project Code	Project Description	Project Stage	Comments
Program: 01 Rural and Urban Roads Reseal Program (Renewal)			
CP00829	22/23 Reseal & Asphalt Program	Construction	RPQ reseals & line marking complete. Ceola Drive asphalt overlay will be undertaken in July. & the work will be delivered late June/July. A line marking assessment of the Kuranda CBD has been completed & a line marking program is being developed for quotation purposes.
CP00835	BETTERMENT Co-Contribution	Procurement	Tenders called, submissions significantly exceeded budget, scope required for review.
Program: 02 Gravel Resheet			
CP00831	22/23 Gravel Resheet Program	Construction	Resheeting of Wetherby Road will recommence once annual cane road maintenance grading is complete & northern grading crew is reestablished in the Julatten area.
Program: 03 Urban Streets			
CP00797	TIDS Rankin/Walsh St Roundabout	Design	Consultant engaged for detailed design.
Program: 04 Rural Roads			
CP00690	TIDS Euluma Ck Rd Ch 9.350-10.130 Rehab	Construction	Partial seal of the project 22/06/2023. Rain stopped sealing operation. Waiting on new seal date from Pioneer NQ to complete the seal. Line marking to follow.
CP00801	TIDS Ootann Rd Section 1&2 Widen & Seal	Design	Design completed. Project scheduled for construction in 2024.
CP00802	TIDS Springmount Rd Widen & Seal	Construction	Project recommenced 26/06/2023
CP00836	R2R Bilwon Rd Rehab & Culverts	Construction	Clear & grub completed. Culvert installation has commenced
CP00837	R2R Wolfram Rd Stage 3 Priority Sections	Completed	Project complete June 2023
Program: 05 Bridges			
CP00711	Granite Ck Mba Replace Footbridge Deck	Procurement	Carryover 23/24 FY
CP00712	Palm Cl Mba Replace Footbridge Boards	Procurement	Timber decking ordered. Work will carry over into 2023/24 financial year
CP00713	Bicentennial Lakes F/bridge Safety Upgr	Procurement	Work will be done in conjunction with Bi Lakes southern upgrade
CP00839	Bullaburrah Ck Rd C'way Relieving Slab	Not Commenced	Carry over to 23/24
CP00840	Clohesy River Barron St Inspect & Design	On Hold	Draft Report received, review underway.
CP00841	Bolton Rd Inspect/Design/Repl Girders	On Hold	Draft Report received, review underway.
CP00842	Barron Riv. Bridge Oakforest Rd Insp/Des	Design	Consultant engaged for design. Project scheduled for construction in 2024.
CP00843	Barron River Cwy Henry H Dr Repl Slabs	Not Commenced	Carry over to 23/24
Program: 06 Drainage			
CP00830	22/23 Minor Culvert & C/ways Renewal	Construction	Concrete crew will be constructing culverts at Bilwon Road & Springmount Road over the next few months. Roll over remaining budget to 23/24 financial year.
CP00844	MBA Amaroo Drainage Upgrades	Design	Design underway.
CP00845	MBA Hastings Dr Replace Concrete Pipe	Construction	Investigations complete and design option being finalised.
CP00938	Tilse Street Upgrade Drainage	Construction	Contribution to Prestige Gardens Subdivision - Trunk Drainage Component. Work significantly progressed by Developer.
Program: 07 Traffic Facilities			
CP00936	Mareeba Aerodrome Signage	Completed	Complete May 2023.
CP0000947	Mareeba Aerodrome Safety & Repairs	Construction	Lighting replacement completed. Upgrades to fire fighting system in progress.
Program: 08 Parking			
CP00715	Borzi Park Mba Carparking Masterplan	Design	Concepts prepared and under review.

Infrastructure Services Capital Works Summary Report - June 2023



Project Code	Project Description	Project Stage	Comments
CP00846	MBA Heritage Centre Carpark Extension	Design	Concepts prepared and under review.
Program: 09 Footpaths			
CP00803	MBA Rail Trail Stage 1 Mba to Airport	Close Out	WW11 bollard to be ordered to replace white ant damaged timber bollard at Mareeba Airport
CP00820	22/23 Shire Wide Footpath Renewal Prog	Planning	Works program currently in development.
CP00850	22/23 Walking Network Upgrade Program	Planning	Program to be developed in conjunction with the walking network plans.
Program: 10 Parks and Gardens			
CP00794	LRCIP2 Mba Byrnes Street Medians	Construction	Community engagement on bin designs completed and designs being finalised for printing
CP00806	DIM Parks Refresh	Procurement	Boundary fence works awarded to fencing Around. Works to commence 16 October 2023.
CP00807	KDA Centenary Park Playground Upgrade	Construction	Construction of playground complete. Refurbishment of stonework and pathways is currently being planned.
CP00809	MBA Bicentennial Lakes (Southern) D&C	Design	Survey complete. Design being finalised.
CP00817	MBA Byrnes St Medians	Not Commenced	Project to be programmed for after March 2024
CP00818	MBA Anzac Memorial Pk L'scaping & Safety	Construction	Electrical conduits and pathways complete. 75% of turf and landscaping complete.
CP00853	MBA Byrnes St Traffic Islands (BP)	Not Commenced	Commence project after March 2024
CP00855	MBA Connection Rd/Byrnes St Intersection	Not Commenced	Commence project after March 2024
CP00857	MBA Costin St Medians	Not Commenced	Trees are now established enough to not require irrigation on a regular basis so irrigation has been turned off and being monitored.
CP00860	KDA Anzac Park Landscaping	Design	Design options prepared. Public consultation to commence in July 2023.
CP00861	KDA Coondoo Street Refurb	Design	Design prepared. Public consultation to commence in July 2023.
CP00862	KDA CBD Planter Boxes & Gardens	Not Commenced	Design prepared. Public consultation to commence in July 2023.
CP00863	DIM Avenue of Trees Irrigation	Construction	Project will be complete by 14/07/2023, weather permitting
CP00865	IRV Bill Newburn Park Refresh	Planning	The play equipment and park furniture requirement has been finalised and project scheduled for second half of 2023.
CP00866	MBA Eastern Catchment Park Amaroo St1	Construction	Playground completed, public consultation has commenced for masterplan.
CP00939	Roscommon Park -Renew Exercise Equipment	Planning	Exercise equipment supply only quotes received and being assessed. Installation requirements and scope of works being assessed in relation to remaining budget.
Program: 11 Water			
CP00730	Mba WTP Study for Upgrade of WW System	Construction	Project scheduled for second half of 2023.
CP00733	BOR6 MWTP Filtration Upgrade	Construction	Project design drawings being finalised ahead of physical construction. Currently everything is on schedule.
CP00824	MBA Clear Water Booster Pump Station	Construction	project pre-start meeting held 29 June and key equipment items such as booster pumps are on order.
CP00868	22/23 Water Pipe Renewal Program	Construction	Final section of works to be completed mid July then project can be closed out.
CP00869	22/23 Water Telemetry/SCADA Upgrades	Close Out	Project works now completed and can be closed out.
CP00871	KDA WTP Auto Backwash on 3 Filter Cells	Planning	Treatment operations staff to liaise with suitably qualified person for the implementation works.
CP00872	22/23 Smart Meters Replacement	Construction	Reticulation staff have replaced a large number of meters and remainder will be completed in new financial year
CP00873	22/23 Hydrant Renewal Program	Completed	Completed June 2023

11/07/2023

2 of 4

Infrastructure Services Capital Works Summary Report - June 2023



Project Code	Project Description	Project Stage	Comments
CP00874	MBA WTP Raw Water Pumps & Electrics	Construction	Project pre-start meeting held 29 June, key equipment items have been ordered with long delivery time frames. Actual physical site works won't commence until October when equipment arrives.
CP00875	22/23 Valve Replacement Program (Retic)	Close Out	Completed June 2023
CP00876	BOR6 22/23 Water Forward Design Program	Design	This project experienced delays due to prolonged wet season a is scheduled to be completed by end of July.
CP00877	MBA Additional Pressure Reduction Valves	Construction	This work will be done in conjunction with the commissioning of the booster pump station
CP00878	MBA Decommission Basalt St Elevated Tank	Construction	This work will be done in conjunction with the commissioning of the booster pump station
CP00879	MBA Decommission Granite Ck Pump Station	Planning	This work will be done in conjunction with the commissioning of the booster pump station
CP00882	WTP Minor Infrastructure Replacements	Construction	Inclement weather held up works and as soon as things dry out the works will recommence, Scheduled for completion by end of July.
CP00883	MBA WTP Clarifier Infra Process Improv.	Design	This project is contingent on the outcomes of the Clarifier improvement processassessment currently underway.
CP0000952	MBA Centenary Park Booster Station Pump	Construction	Replacement pump on order
Program: 12 Wastewater			
CP00736	New Sewer Pump Stn Standby Generators x2	Construction	Electrical contractor currently working to complete the electrical installationworks. Once completed commissioning will be finalized.
CP00740	Granite Ck Mba Sewerage Pump Stn Refurb	Completed	Final claim form the contractor has come in and being assessed prior to payment.
CP00886	MBA Bi-Lakes Sewer Main Capacity	Construction	Project progressing well, QRail wayleave approvals could potentially delay works but we are being very proactive and liaising with QRail to get the applicationapprovals through.
CP00888	22/23 New Standby Generator Program	Construction	Electrical contractor working to complete works so it can be closed out.
CP00889	22/23 MBA Sewer CCTV & Relining	Construction	Contractor has advised that pipe work to enable the completion of the works is scheduled to arrive in the port of Brisbane 16 July though this is subject to change. Once pipe has been transported to Mareeba they'll recommence works and complete.
CP00892	KDA TP RAS System Submersible Pumps	Close Out	Completed June 2023
CP00894	Minor WW Pump Station Refurbishments	On Hold	Project scheduled for second half of 2023.
CP00895	22/23 WW Forward Works Design Program	Design	Designs for upcoming AC pipe replacements underway.
Program: 13 Waste			
CP00789	MWF Construct New Landfill Cells	Design	New cell design now completed for review, along with electrical design.
CP00935	MBA/KDA Transfer Station Security Improv	Construction	Supply chain issues holding up the finalisation of this project
Program: 15 Fleet			
CP00427	GPS Vehicle Management System	Procurement	Onhold pending review of Fleet Program
CP00775	Fleet Refurb Truck Mounted Water Tank	Cancelled	Propose to replace water tank with a purpose built water truck in the 24/25 plant replacement budget
CP00914	Fleet Replace #621 Single Cab Tipper	Procurement	Purchase order raised July 2022. Wait time for delivery 8-12 months. No fixed date of supply yet confirmed, once truck arrives the truck has to go to the body fabricator
CP00915	Fleet Replace #675 Crew Cab Tipper	Procurement	Purchase order raised July 2022. Currently supplier can not give a delivery date, once truck arrives the truck has to go to the body fabricator.
CP00916	Fleet Replace #623 Crew Cab Tipper	Procurement	Purchase order raised July 2022. Currently the supplier can not give a deliverydate, once the truck arrives the truck has to go to the body fabricator.

11/07/2023

3 of 4

Infrastructure Services Capital Works Summary Report - June 2023



Project Code	Project Description	Project Stage	Comments
CP00918	Fleet Replace #6253 Road Broom	Procurement	Purchase order raised September 2022. Currently the supplier can not give a delivery date
Program: 16 Depots and Council Offices			
CP00756	Rankin St MSC Admin Office Refurb	Construction	Works complete
CP00759	Kowa St MSC Depot Emergency Generator	Design	Options under review.
Program: 17 Community Buildings			
CP00749	Aquatic Facility Upgrades & Splash Park	Construction	Spash park opened to the public late June. Heraters operational and in final stages of commissioning and handover.
CP00750	Dimb/Mba/Kda Pools Chloring Dosing Impr	Procurement	Works to be undertaken following completion of Splash park.
CP00753	Mba PCYC Shire Hall Part Roof Replacemnt	Completed	Completed June 2023. Defects have been rectified and awaiting invoice.
CP00793	MBA Women's Restroom Refurb	On Hold	MPO engaged to find lessee for the site.
CP00798	MBA Riverside CPark Amenities Replace	Construction	Works 98% complete. Final certification received. Laundry exhaust and mirrors only to be completed.
CP00819	22/23 Shire Toilet Facility Repl Program	Construction	Programmed for July/August.
CP00827	MBA Community Hub Signage & Seating	Procurement	Shelter ordered.
CP00898	DIM CPark Shower Septic Modifications	Completed	Works now completed.
CP00900	MBA New CBD Toilet Facilities	On Hold	Project on hold.
CP00902	22/23 Facilities Refurbishment Program	Planning	Only to be used with CEO approval.
CP00904	MBA Aquatic Cnt Entrance Upgrade & Paint	Completed	Front entrance mural complete.
CP00905	KDA Community Prec. Toilet Refurb	Completed	Painting works Completed.
CP00906	KDA Aquatic Cnt 25m Pool Auto Fillers	Procurement	Continued discussion with Facility Operator and contractors on delivery of works.
CP00908	KDA Aquatic Cnt 25m Pool Cleaner	Procurement	Refurbishment of Cleaner a possibility rather than full replacement, works/quotations being finalised. Works will be completed prior 30 June 2023.
CP00909	KDA Aquatic Cnt 25m Pool Aquaris Upgrade	Procurement	Equipment assessment completed, quotations underway.
CP00910	22/23 MBA Roof Replacement Program	Completed	Works now completed.
CP00912	MBA Timber Fascia Replacement	Cancelled	Project on hold. Timber fascia's not required at this time. Possible minor maintenance works to be delivered by Mareeba Community Housing Company.
CP00913	22/23 DIM Bathroom Renewal Progam	Completed	Works to be completed internally by Council tradesman.
CP00942	22/23 DIM Town Hall A/C/Solar/Lighting	Procurement	Requests for quote prepared
CP0001087	Aquatic Facilities Equipment	Procurement	Pool Blankets ordered and awaiting delivery.
Program: 18 Non-Infrastructure Items			
CP00446	Kuranda New Cemetery	Construction	Contract for Stage 1 awarded to Ikin Civil, project remains in budget. Reconfi/MCU process continues.
CP00931	DIM Cemetery Lawn Plaque on Beam	Completed	Project complete June 2023
CP00932	MBA MIP Expansion	Planning	Consultancy progressing, draft masterplan to be received end of July 2023.
Program: 20 KIAC			

9.3 TRAFFIC ADVISORY COMMITTEE - MINUTES OF MEETING HELD 20 JUNE 2023

Date Prepared: 3 July 2023

Author: Director Infrastructure Services

Attachments: 1. [Traffic Advisory Committee - Minutes of Meeting Held 20 June 2023](#) ↓

EXECUTIVE SUMMARY

The purpose of this report is to present the Minutes of the Mareeba Shire Council Traffic Advisory Committee Meeting held on Tuesday 20 June 2023.

RECOMMENDATION

That Council

1. receives the minutes of the Traffic Advisory Committee Meeting held Tuesday, 20 June 2023; and
2. as recommended by the Committee in Item 6.1 of the Minutes, writes to the Department of Transport and Main Roads requesting the department undertakes a speed limit review with a view to reducing the current 100kph speed on the Mulligan Highway between River Road and the Bilwon Road intersection to 80kph and investigate installing Town Entry Treatments for Biboohra like that installed at Emerald Creek.

BACKGROUND

The Traffic Advisory Committee (TAC) is an advisory committee to Council under Section 265 of the *Local Government Regulation 2012*. The TAC provides information and advice to Council regarding traffic, road and transport matters.

RISK IMPLICATIONS**Financial**

There are ongoing costs associated with investigation of traffic matters to ensure a safe road environment for our community. In most cases, any safety improvements on Council roads determined from these investigations will be funded from operational budgets or referred for consideration in future capital budget deliberations.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS**Capital**

Nil

Operating

Internal resources for investigation and follow up actions.

LINK TO CORPORATE PLAN

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.

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



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**MINUTES
 TRAFFIC ADVISORY COMMITTEE**

Tuesday 20 June 2023
 Commenced at 9:30am

Members Present:

John Ridgway	Queensland Police (QPS) – Sergeant
Sid Amarille	Transport & Main Roads (TMR) – Senior Engineer (Dial in)
Michael Ringer	Transport & Main Roads (TMR) – Principal Engineer (Dial in)
Lenore Wyatt	Mareeba Shire Council (MSC) – Chair
Sam Wakeford	Mareeba Shire Council (MSC) – Manager Technical Services
Glenda Kirk	Mareeba Shire Council (MSC) – Director Infrastructure Services
Marjorie Anthony	Mareeba Shire Council (MSC) – Secretariat

Non-Members Present:

Angela Toppin	Mareeba Shire Council (MSC) – Mayor
Mario Mlikota	Mareeba Shire Council (MSC) – Councillor
Kim Yap	Transport & Main Roads (TMR) – Principal Engineer
Ann Craven	Transport & Main Roads (TMR) – Road Safety Advisor (Dial in)
Josh Musumeci	Mareeba Chamber of Commerce (MCC) - Member

1. WELCOME

The Chair opened the meeting at 9:30am welcoming all and thanking everyone for their participation. Apologies were noted as follows:

Apologies

Kevin Davies (Chair)	Mareeba Shire Council (MSC) – Deputy Mayor
Derek Garner	Queensland Police (QPS) – Senior Sergeant

2. MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting held 21 March 2023 were noted as being true and correct.

3. BUSINESS ARISING FROM PREVIOUS MINUTES

3.1 Parking issues at St Thomas's Catholic School

- Council have sought funding consideration through TMR (STIP) for improvements to the intersection of Constance and Hastie Streets including pedestrian crossing works. STIP Ideas Application lodged; SafeST investigation concluded and progressed to the nomination form; design solutions being investigated for future cost consideration as a possible 2023/24 project.
- Further improvement works to Hastie Street for the improvement to parking and safety would be investigated and considered for funding under future capital programs.
- MSC confirmed two projects identified; Stage 1: Pedestrian crossing & intersection improvement works (through TMR STIP application; and Stage 2: Parking and traffic movements

-
- STIP Nomination form being completed for Stage 1 with MSC working in conjunction with CathEd; currently being designed to align with grant funding
 - Stage 1: Preliminary design on schedule to be completed by 30 June 2023. STIP Funding application for Stage 1 lodged with TMR
 - TMR advised applications will be finalised in October 2023 and asked if the School has formed a SafeST Committee
 - Stage 2: Council continues with preliminary design, resident consultation to be undertaken. Further updates to be provided at future TAC Meetings

3.2 Walsh Street Temporary Traffic Measures

- Temporary works are in place and continue to be monitored
- QPS advises non-compliance by motorists is occurring in this area which they are acting upon.
- MSC has engaged a consultant (Bitzios) to undertake a traffic study (completed) and prepare concept and detailed designs for upgrade of this section of road on 2023/24
- MSC advise based on preliminary feedback from consultant, there will be a significant change to the parking arrangements and confirms that information from QPS is considered in traffic study
- Phase 2 of the design process underway; consultants on track with completion of the preliminary design anticipated mid 2023; detailed design to follow; water main replacement to be undertaken as part of the project before any traffic works, construction proposed post wet season 2024. MSC to ensure emergency services notified of works when construction is undertaken
- Consultants are on track with completing preliminary design, detailed design will commence as soon as possible
- Walsh Street water main replacement to commence in July 2023

TMR (Kim Yap) joined the meeting at 9:39am

3.3 TMR Mareeba Southern Approach

- Items 3.5; 3.6; 3.7; 3.9; 3.11; 3.12 to be combined and titled 'TMR Mareeba Southern approach'; the items being combined are:
 - 32A/32B Kennedy Hwy / Byrnes St T-Intersection
 - Mareeba Connection Rd / Byrnes St merge lane signage
 - Mareeba Heritage Centre - Requests for Improvements - entry / exit to VIC carpark
 - Mareeba Bypass
 - B-Double Route – access to Reynolds Street Industrial Area / Kennedy Hwy via Costin St
 - HV parking between Martin Ave & Kennedy Hwy
- TMR followed up after the meeting and advised:
 - **Mareeba Bypass** – TMR is progressing with the Preliminary Evaluation (Options development) phase. MSC will continue to be involved in planning discussions. More information can be found at [Mareeba - Dimbulah Road, Mareeba Bypass | Department of Transport and Main Roads \(tmr.qld.gov.au\)](https://www.tmr.qld.gov.au/department-of-transport-and-main-roads)
 - **Mareeba Jackeroo Hotel** – TMR is meeting with Motel Proprietor on 31 March 2023 to agree on actions to better manage dust and HV parking in the vicinity of his hotel and the Mareeba Heritage Centre.
- Following this TAC Meeting, TMR and MSC to inspect the Mareeba Centenary Park entrance with a view to preparing a plan for the work to be undertaken through RMPC

3.4 Byrnes / Rankin Street Drainage (Glenda Kirk)

- MSC raised with TMR the issue of stormwater drainage at the corner of Byrnes / Rankin Street intersection which has resulted in inundation of footpaths, particularly on the western side of Byrnes Street north of the intersection and east of the intersection (near McDonald's and in the Coles car park)
-

-
- MSC advised there has been notable change since the traffic lights were installed in 2019/20 seeking a joint approach between TMR and Council to determine what can be done to alleviate some of the issues in the short term and requesting some priority be given around this issue
 - MSC information and sketches were provided to TMR on 14 February 2023
 - TMR to inspect the area with MSC officers following this meeting of 21 March 2023
 - MSC is proposing to undertake a design project to address long-standing issues with stormwater drainage and pedestrian access in the CBD in the 2023/24 capital works program to gain a clear understanding of the funding required for the improvements
 - MSC advised it seeks rectification of the drainage issue created since the installation of the traffic lights prior to the coming wet season. TMR advised detailed analysis to be undertaken with MSC providing data and assistance; TMR to liaise with MSC

3.5 Byrnes Street, Mareeba – Through Traffic Keep Right (Cr Mlikota)

- Community seeks a bigger “Through Traffic Keep Right” sign on the north side of Byrnes Street
- Suggesting the sign is similar in size to the current Mareeba Traffic Area P2 sign located in the centre median near the raised pedestrian crossing near Llyod Street
- MSC reiterated with TMR bigger signage is required, TMR to liaise with MSC on sizing and location with signage being potentially installed under RMPC

3.6 Tablelands Heavy Vehicle Management Strategy

- TMR advised plans are with strategic planners for these works, TMR will follow up regarding website approval and will send link if approved for updates available
- TMR links to FND projects with webpages provided to members with June 2022 Minutes
- Heavy vehicle stopping facility constructed at the top of the Rex Range near Nile Mile Road (Mossman-Mt Molloy Road). MSC seeking an update on other locations on the northern and southern approaches to Mareeba and Springs Road
- TMR followed up after the meeting and advised Tablelands Heavy Vehicle Management Strategy is current and it is being updated at this stage. The implementation (construction) of changes / additional HV rest areas is currently unfunded
- Item to remain on Agenda pending TMR Planning team providing MSC with an update following the meeting

3.7 32A Kennedy Highway (Cairns - Mareeba) - TMR Night Audit

- TMR advised night audit completed; close out meeting to be held but no priority issues identified
- Some solar lighting not in operation due to lithium batteries being stolen; TMR installing an underground battery box (referred to as wom-bat) to eliminate future thefts
- TMR followed up after the meeting and advised the Department has engaged an electrical designer to look at the following intersections; Gilmore Road; Windy Hollow Road Ch 18.08; Top Rock Quarry Access Ch 18.55 and Emerald Creek Service Station Ch 42.58
- TMR sign audit complete and signs ordered; TMR advised it is anticipated cleaning and installation of signage will be complete by RoadTek by end of July 2023

3.8 32A Kennedy Highway / Kay Road Intersection - Improvements for Heavy Vehicles

- Further works programmed by TMR as part of High Risk Roads Targeted Road Safety Program; upgrade works to be carried out at priority intersections including Kay Road.
 - TMR advised works will be considered in Tranche 3 of the High Risk Roads Upgrade Programme.
 - TMR followed up after the meeting and advised the current intersection geometry includes a widened sealed pavement for the left turn and a right turn lane of sufficient length and width for the right turn into Kay Road. The intersection is lit. Any upgrade to this intersection is unfunded and is a lower priority against other state priorities.
 - Item to remain on Agenda pending TMR Planning team providing MSC with an update following the meeting
-

3.9 Kennedy Highway – Gilmore Road Intersection *(Josh Musumeci)*

- There is no road lighting at the intersection of Gilmore Road and the Kennedy Highway
- Lighting requested to delineate the intersection due to high heavy vehicle traffic volumes
- Item to remain on Agenda pending TMR Planning team providing MSC with an update following the meeting

3.10 32A Kennedy Highway (Cairns - Mareeba) - Barron River Bridge, Kuranda - Weight Restrictions

- Testing and maintenance works by TMR continue; Contract to investigate long-term solutions for the bridge awarded to Arup
- Ongoing testing and monitoring program continues to ensure the bridge remains safe; TMR progressing a planning study to investigate long-term solutions. Inspections will be carried out every 3 months with rehabilitation works being carried out where necessary
- Testing and maintenance works on the bridge continue. Planning study to investigate long-term solutions is progressing with the planning project confirming the preferred alignment and scope of a replacement bridge over the Barron River, including a viable delivery strategy that also considers the ongoing management and rehabilitation of the existing bridge

3.11 Use of Air Brakes - Kuranda Area

- Kuranda Resident has approached MSC requesting TMR reconsider current location of signage, advising trucks to be mindful of using air brakes; MSC suggest placement of signs near Fallon Road traffic light intersection
- TMR to follow up with their Corridor Management team regarding the relocation of sign back toward Fallon Road
- TMR followed up after meeting and advised no existing signage located and that a new sign will be installed in a location west of Fallon Road as agreed to by TMR / MSC
- TMR confirmed new signage installed week ending 16 June 2023
- There being no further action required by this committee, it was recommended the item be removed from the agenda

3.12 32B Kennedy Highway (Mareeba-Atherton) – Request for overtaking lanes

- QPS enquired why there are no south bound overtaking lanes between Mareeba and Atherton advising the line marking completed under the recent upgrade works limited overtaking opportunities for motorists
- MSC raised concerns of the right turn into Yuruga Nursery from the passing lane heading south.
- TMR followed up after the meeting and advised Kennedy Highway (Mareeba–Ravenshoe) / Mareeba Shire – An overtaking lane project is funded in QTRIP \$3m starting in 2024/25. Location has not been finalised yet
- Turning Traffic” warning sign to be installed by TMR, anticipated delivery of sign is end of June 2023
- Item to remain on Agenda pending TMR Planning team providing MSC with an update on future plans for overtaking lanes following the meeting

3.13 Mulligan Highway - Lack of Speed Signage between Mt Molloy and Desailly's Range

- TMR advised locations identified and will follow up with RoadTek regarding installation
- MSC and TMR followed up after meeting and TMR identified locations of new repetitive signage approving MSC to install under RMPC.
- New repeater 100k speed signage installed early April 2023; at Ch 60.13 north side of Bob's Lookout; CH 57.17 south side of Bob's Lookout; CH 15.7 south side of Mt Carbine
- There being no further action required by this committee, it was recommended the item be removed from the agenda

3.14 Mulligan Highway - Informative road train signage near Granite Creek Bridge

- TMR advise a white sign will be designed and installed on Vaughan Street (between Moody Street and the railway line); one was installed but needs to be moved and another installed to provide adequate warning for vehicles prior to intersection
- Currently with TMR Design Team; TMR to follow up and advise
- TMR to follow up on advanced warning signage for HV's to be located on Vaughan Street
- TMR advised road train signage to be ordered and installed end of July 2023

3.15 Burke Developmental Road - Stop Sign at Almaden Railway Crossing

- Matter previously raised by QPS in October 2021
- TMR to review signage and bring up to standard
- MSC advise that no instruction received through RMPC to action. TMR to follow up and MSC will also raise through next RMPC meeting
- Photos of existing crossing signage forwarded to TMR
- TMR followed up after the meeting providing design plan for replacement railway crossing signage approving MSC to install under RMPC
- New signage has arrived, installation programmed for July 2023

3.16 BDR – Request for flood camera at Trimble's Crossing

- Due to the remoteness of Trimble's Crossing on the Burke Developmental Road, it would be an advantage for TMR to deploy flood monitoring camera at this location. Cameras would provide an opportunity for TMR / MSC to monitor flood levels and the condition of the crossing surface once flood waters subsided with up-to-date travel information passed onto the public
- TMR advised as funding becomes available cameras will be rolled out at other locations; TMR have completed and prioritized a list of locations for future camera locations
- TMR followed up after the meeting and advised they plan to install a camera at Trimble's Crossing later in 2023, before the next wet season
- TMR confirmed flood cameras will be installed at Trimble's Crossing by end of November 2023 prior to the coming wet season

3.17 Herberton-Irvinebank Road - Request to upgrade to a single coat seal

- Complaints received from residents regarding the condition of the Herberton - Irvinebank Road with MSC asking if it was possible for TMR to provide an upgrade to a single coat dust seal. TMR advised MSC to list as a defect through RMPC. MSC and TMR to develop a programme including crossings for minor staged improvements
- Due to numerous engineering constraints TMR does not support dust sealing of gravel resheeted roads, general issues involve non-compliant material specifications, geometric design constraints etc
- Residents have expressed with MSC their frustrations regarding works and the limited funding for this road network
- Item to remain on Agenda pending TMR Planning team providing MSC with an update following the meeting

4. NEW REQUESTS / CORRESPONDENCE

Nil

5. ROAD, TRAFFIC & TRANSPORT MATTERS BY AGENCY**a) QPS**

QPS advised of increased police presence at events across the area. QPS will be busy with a number of public events coming up such as the Northern Nats 2023 at Springmount Raceway etc

b) TMR Update

Nil

c) **Traffic Changes**

Nil

d) **Minor temporary traffic changes**

Nil

6. GENERAL BUSINESS**6.1 Mulligan Highway – Bilwon Road Intersection, Biboohra**

- TMR advised the upgrade works on the Mulligan Highway / Bilwon Road intersection, Biboohra will not be progressing as initially planned as additional funding is required to carry out the project. TMR applying for further funding and advised the outcome of this application may take some time. MSC expressed disappointment advising MSC has been advocating for this upgrade since December 2018 and requested a speed limit review in the interim. QPS supportive of the request.

TAC resolved to recommend Council write to TMR requesting they undertake a speed limit review with a view to reducing the current 100 kph speed on the Mulligan Hwy between River Road and the Bilwon Road intersection to 80kph and investigate installing Town Entry Treatments for Biboohra like that installed at Emerald Creek.

6.2 Heavy vehicle parking outside Jackaroo Motel on Kennedy Highway

- Motel proprietors complaining about heavy vehicles creating dust and noise nuisance and parking in front of motel between Costin Street and the southern end of the motel
- TMR hesitant in installing a “No Standing” sign without the support of MSC
- As per item 3.3, following this TAC Meeting, TMR and MSC to inspect the Mareeba Centenary Park entrance with a view to preparing a plan for the work to be undertaken through RMPC

6.3 32B Kennedy Hwy – Pedestrian facilities near Mclver Road / Martin Avenue / Connection Road

- TMR to undertake detailed analysis for the provision of pedestrian facilities on Kennedy Highway near Mclver Road / Martin Avenue / Mareeba Connection Road
- MSC developed with TMR their Walking Network Plans adopting the Priority Works Program in March 2023
- MSC / TMR to work together to plan for pedestrian connectivity in this location

6.4 Sutherland - Middlemiss Streets, Mareeba – Current configuration of T-intersection to be investigated to ensure it meets safety requirements

- Resident raised concerns for the safety of pedestrians / school age children crossing Sutherland Street at the intersection of Middlemiss Street with motorists speeding and ignoring GIVE WAY sign
- MSC provided QPS with details requesting patrols and monitoring
- MSC Design team reviewed the current configuration advising signage and road meets current safety requirements and there is adequate sight distance
- QPS advised they will continue to monitor and patrol the area

6.5 Myola Road – Concerns raised by residents regarding speeding traffic

- QPS received a petition from Myola Road residents expressing their concerns regarding increased number of vehicles speeding, visibility at hidden driveways from Warril Creek. Residents request council consider traffic reduction measures and a regular police presence in the area
- QPS advised regular patrols are carried out and will continue to monitor
- Council has received a copy of the petition via QPS and will investigate the matters raised

7. NEXT MEETING

9:30am Tuesday 19 September 2023

2023 meeting dates:

9:30am Tuesday 12 December 2023

8. CLOSURE

There being no further business to discuss, the chair thanked everyone for their attendance and contribution and closed the meeting at 10:29AM.

9.4 T-MSC2023-16 GAMBOOLA CROSSING BRIDGE CONSTRUCTION

Date Prepared: 15 June 2023
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the tenders received for T-MSC2023-16 Gamboola Crossing Bridge Construction, on Strathleven Road, which is fully funded under Disaster Recovery Funding Arrangements (DRFA). No Council funds are required to deliver this project.

RECOMMENDATION

That Council, subject to approval by the Queensland Reconstruction Authority who are funding the project, awards Tender T-MSC2023-16 Gamboola Crossing Bridge Construction to Lift Tek Pty Ltd T/A Dempsey Cranes and Construction (Alternative Tender) for the amount of \$16,326,243.46 (excl GST).

BACKGROUND

Queensland Reconstruction Authority (QRA) declared the 'Far North Queensland Low Pressure Trough, 1 – 7 February 2022' (the Event) a natural disaster event, triggering DRFA which provides local governments with assistance to reinstate essential infrastructure.

Council engaged ARO Industries to undertake site investigations necessary for the development of a detailed reinstatement methodology, which was subsequently submitted to the QRA for assessment against 'compliance' and 'value for money' criteria.

QRA has considered and approved the scope of works associated with the project, including the allocation of a preliminary budget. With completion of the tender process, Council officers intend to seek reconfirmation of both the scope and value of works from QRA. The significant cost of the bridge is as a result of Department of Agriculture and Fisheries requirements and QRA will engage with DAF in an attempt to modify the requirements which will potentially reduce costs significantly.

Tenders Received

Council invited tenders from suitably qualified contractors for the construction of the replacement bridge structure. Tenders closed 2:00pm, on Tuesday, 13 June 2023, with nine (9) submissions received from seven (7) Tenderers.

Following a review of Tender Submissions and responses to Post Tender clarifications, the revised tender prices utilised for evaluation are as provided in Table 1 below;

Table 1: Revised Tendered Price – Post Tender Clarifications

Tenderer	Price (excluding GST)
CASA Engineering Pty Ltd	\$ 17,369,474.36
Davbridge Constructions Pty Ltd - Option 1 (Conforming)	\$ 18,987,865.21
Davbridge Constructions Pty Ltd - Option 2 (Alternative)	\$ 14,354,420.01
Dempsey Cranes and Construction Pty Ltd (Lift Tek Pty Ltd) - Option 1 (Conforming)	\$ 22,639,121.96
Dempsey Cranes and Construction (Lift Tek Pty Ltd) - Option 2 (Alternative)	\$ 16,326,243.46
Gulf Civil Pty Ltd	\$ 26,945,341.32
Koppen Developments Pty Ltd	\$ 20,223,099.08
NQ Civil Contractors Pty Ltd	\$ 18,055,421.39
Silverstrand Developments Pty Ltd	\$ 32,364,254.89

All Tenders received were assessed on their submitted tenders irrespective of pricing and conformance. After initial review and scoring, post tender correspondence was undertaken with tenderers that were considered finalists (Davbridge Constructions, Dempsey Crane and Construction and NQ Civil Contractors).

As expected of a project adversely affected by location, size and site constraints associated with the structure, a broad range of alternative options were provided by the Tenderers, these were considered in full.

Tender Assessment

Tenders were assessed in accordance with the evaluation criteria and as provided in *Table 2* below;

Table 2: Evaluation Criteria

Criteria	Weighting
Value for Money	40%
Relevant Experience	15%
Key Personnel Skills	10%
Demonstrated Understanding	25%
Local Content	10%
Total	100%

Each tender was evaluated and scored against the criteria, with the criteria scores then weighted to provide a total weighted score for each submission. Additionally, each tender has been assessed for conformance, compliance and discrepancies, against the requested response schedules.

A summary of the Tender assessment, incorporating the evaluation against conformance, price and non-priced base criteria, resulted in the ranking of submissions displayed in *Table 3* below.

Table 3: Tender Evaluation Summary

Tenderer	Score (100%)	Rank
CASA Engineering Pty Ltd	72.5	7
Davbridge Constructions Pty Ltd - Option 1 (Conforming)	84.5	3
Davbridge Constructions Pty Ltd - Option 2 (Alternative)	85	2
Dempsey Cranes and Construction Pty Ltd (Lift Tek) - Option 1 (Conforming)	82.25	6
Dempsey Cranes and Construction Pty Ltd (Lift Tek) - Option 2 (Alternative)	86.25	1
Gulf Civil Pty Ltd	70	9
Koppen Developments Pty Ltd	82.75	5
NQ Civil Contractors Pty Ltd	83.25	4
Silverstrand Developments Pty Ltd	72	8

Based on the outcome of the evaluation assessment, Dempsey Cranes and Construction Pty Ltd (Lift Tek) – Option 2 (Alternative) is the recommended tenderer for Contract.

RISK IMPLICATIONS

Financial

The project scopes and costs are subject to DRFA eligibility and Council must meet these requirements. Any ineligible costs must be met by Council, so QRA approval is recommended prior to awarding tenders.

Environmental

The project design is significantly impacted by environmental requirements which has resulted in significant additional costs.

Infrastructure and Assets

Under DRFA requirements the reinstated civil infrastructure must meet current engineering and environmental standards. As a result the existing river crossing comprising a short section of bridge, a short section of culverts and a large causeway has to be replaced by a single large bridge.

Legal and Compliance

Tenders were sought in accordance with Council's Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil. All eligible costs are able to be sought for reimbursement through DRFA.

Operating

Due to the significant infrastructure cost associated with the project, future depreciation schedules may be adversely impacted.

Is the expenditure noted above included in the current budget?

Not at this time, future operational budgets (24/25 onwards) will need to consider the depreciation impact the project will have.

LINK TO CORPORATE PLAN

Community: An engaged community which supports and encourages effective partnerships to enhance the liveability of the shire and the wellbeing of residents in communities which are resilient and prepared for unforeseen events.

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

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

Submissions will be made to the QRA for project funding (Market Rate Update) and tenderers kept informed of the approval status as required.

9.5 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES OPERATIONS REPORT - JUNE 2023
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Date Prepared: 15 June 2023
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, Facilities and Investigation Services activities undertaken by Infrastructure Services during the month of June 2023.

RECOMMENDATION

That Council receives the Infrastructure Services, Technical Services Operations Report for June 2023.

BACKGROUND

Technical Services

Design, quality and investigations:

Investigation activities undertaken in June included:

Activity	Current Requests	Closed Requests
Road Infrastructure Review	66	18
Drainage Investigations	24	3
NHVR Permit Applications	0	14
Traffic Count Surveys	0	15
Parks Investigations	2	1
Miscellaneous <i>e.g.</i> Planning; Local Laws	26	21
Before You Dig Requests	68	68

Soil Laboratory:

Council's Soil Laboratory provides NATA-accredited soil and material testing for internal and external services. Testing undertaken on internal Council projects including Euluma Creek Road, and Bilwon Road.

The Soil Laboratory have been successful in sourcing external works. The laboratory continues to seek further external clients, with capacity for additional external works being available.

Asset Inspections:

Facility asset condition and defect inspections continue, and a review of internal Facility processes/practices is underway to seek efficiency improvements. Inspections are currently targeted towards assisting in the development of Asset Management Strategies for the portfolio.

Ongoing improvements to GIS data associated with water, sewerage, roads, underground stormwater, and kerbs asset data sets continues, as information is received from all areas of Council.

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
Kuranda	Jum Rum Rainforest Estate Stage 1, Fallon Road	Under construction
Mareeba	Amaroo Stage 13	Under construction
Mareeba	Prestige Gardens Stage 1-6	Under construction
Mareeba	Emerald End Road and 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	Off-maintenance
Mareeba	The Edge Stage 3	Off-maintenance
Mareeba	Amaroo Stage 11	Off-maintenance
Mareeba	Mareeba Roadhouse and Accommodation Park, Williams Close	On-maintenance - Monitoring
Kuranda	112 Barnwell Road widening	Monitoring

Disaster Recovery Funding Arrangements (DRFA)

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

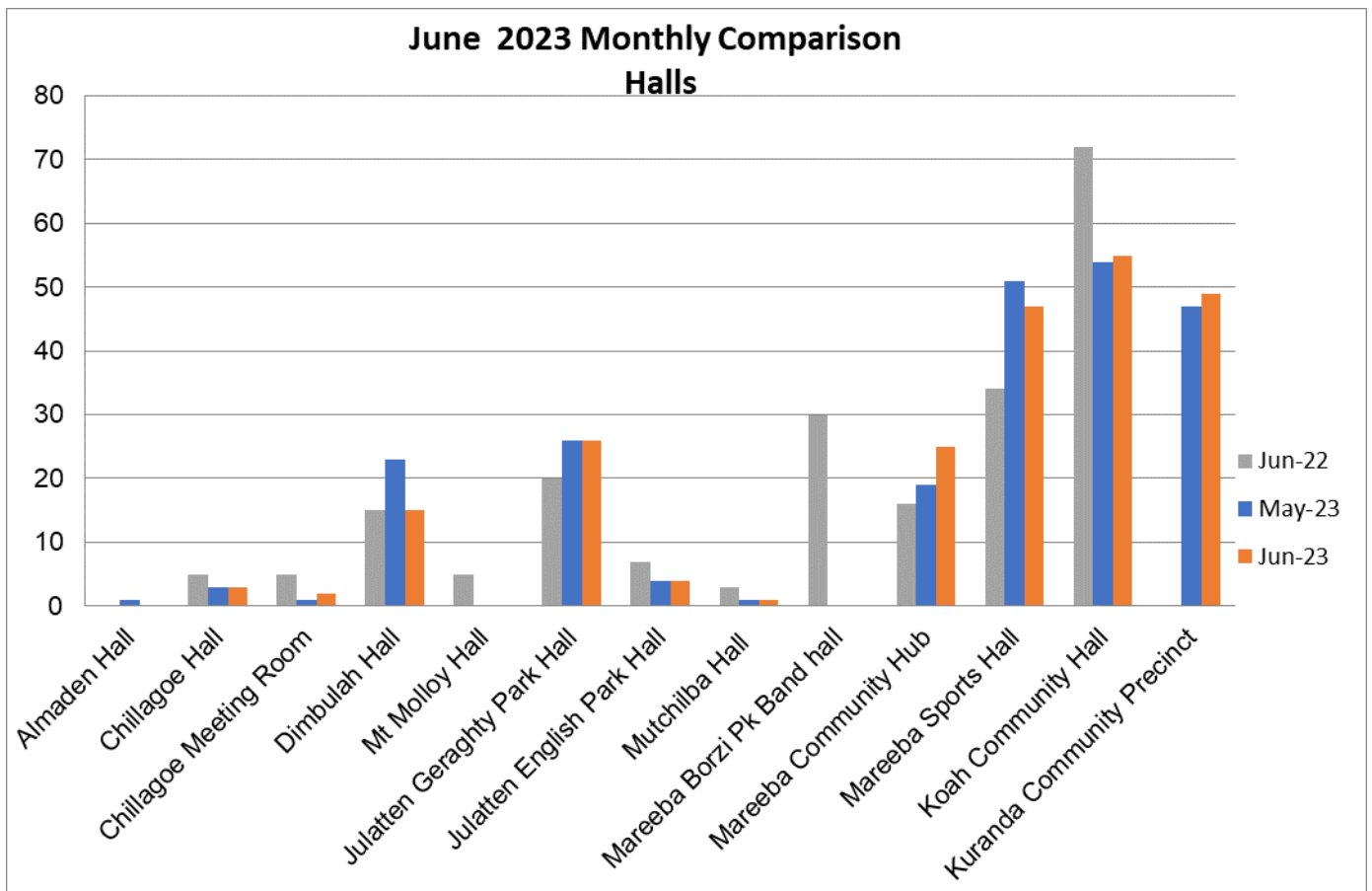
Program	Status
2022 DRFA	Mareeba Shire activated DRFA assistance measures linked Far North Queensland Low Pressure Trough, that occurred 1 – 7 February 2022. Contracts are awarded for works and pre-starts are progressing.
2022 Betterment	Tenders have been received for the package of gully crossing improvements and are under evaluation. Tenders have exceeded the QRA funding amount and the scope is being reviewed in conjunction with QRA.
Fallon Road	Geotechnical works to stabilise the embankment of Fallon Road continue. Minor delays due to wet weather have impeded progress, however works are nearing completion.

Program	Status
2023 DRFA	<p>Activation for DRFA assistance occurred for the Northern and Central Queensland Monsoon and Flooding Event, 20 December 2022 – 30 April 2023. Emergent response activities continue, further information on activities completed is provided in the Infrastructure Services – Works Section Activity Report.</p> <p>Damage inspections are continuing, with submissions being made to the QRA when prepared.</p>

Facilities

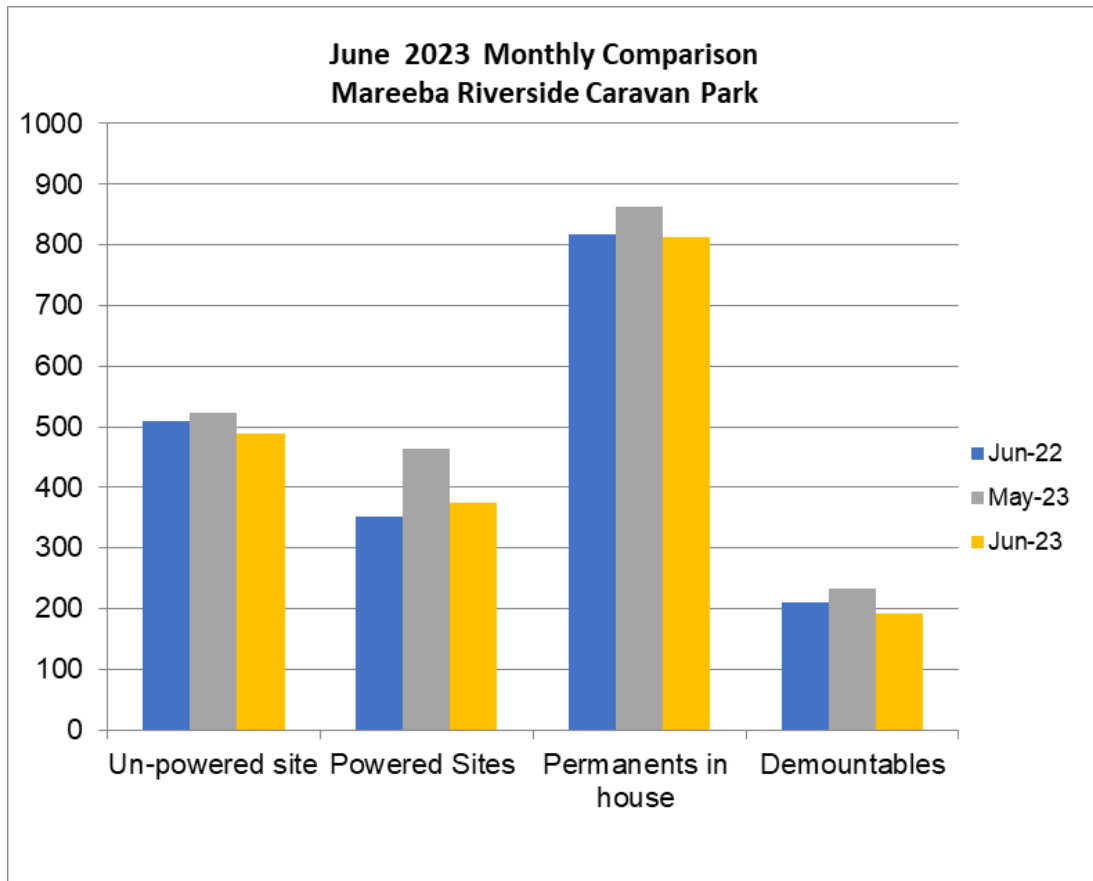
Community Halls:

Maintaining safe and efficient access to Council’s Community Halls is recognised as an important aspect for the community’s ongoing wellbeing. An increase in facility overall usage was noted against the previous month, a comparison with June 2022 period indicates a general ongoing strengthening in usage.

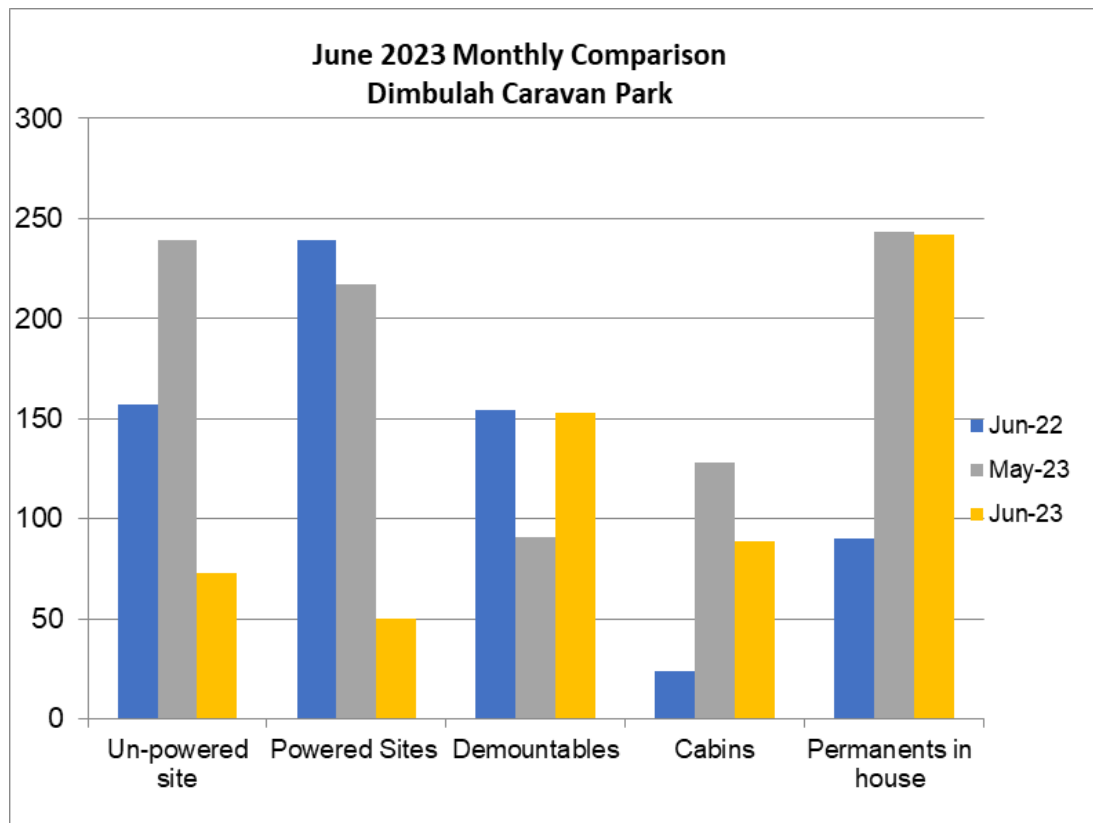


Caravan Parks:

Mareeba Riverside Caravan Park tenant numbers have remained strong across all sectors, however the transition from ‘Farm Workers’ to ‘Grey Nomad’ occupancy has been noted. The transition has traditionally aligned with the cooler months.

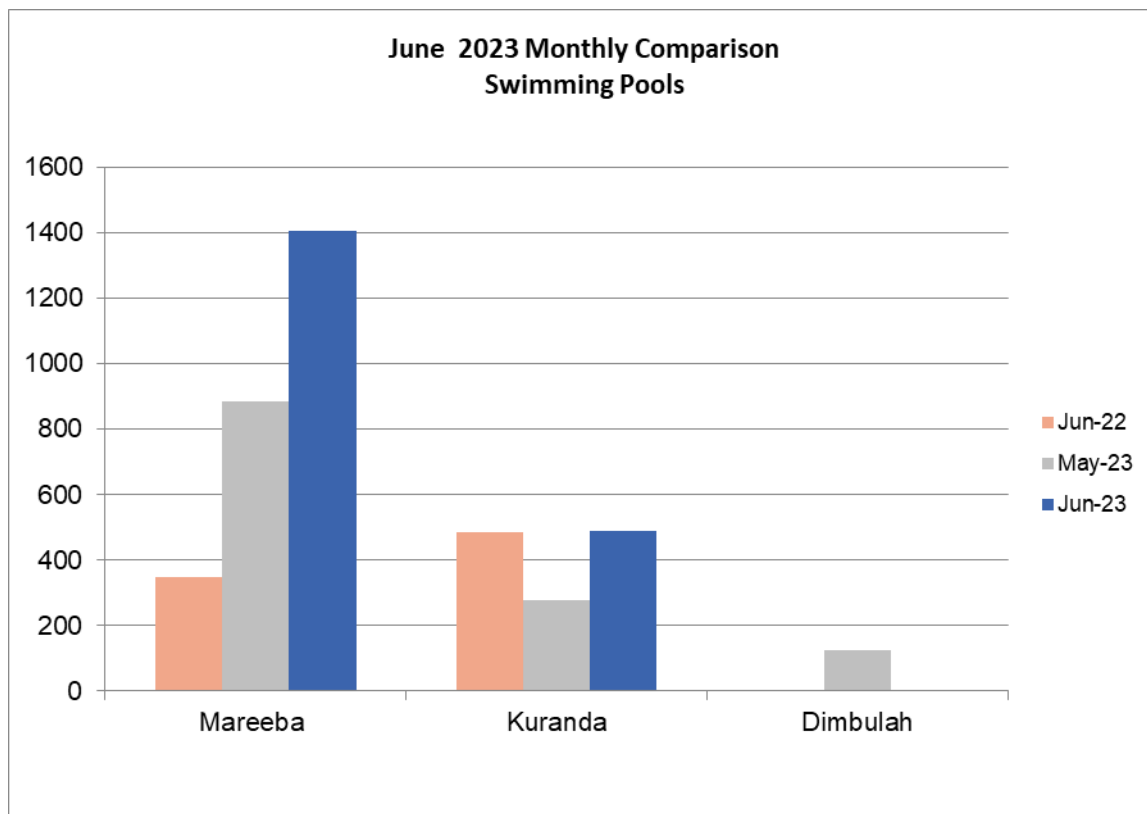


Dimbulah Caravan Park tenant numbers have generally improved and are expected to continue to strengthen. Capital works for the renewal of the septic trenches have now been completed.



Aquatic Centres

Attendance numbers for Mareeba have strengthened in June, which is generally attributable to the Splash park, and Heating for the pools coming on-line. Kuranda attendance remains in line with previous years. Dimbulah Pool is closed for winter and will re-open in early September.



Vandalism & Graffiti:

During June, six (6) reports of vandalism/graffiti were recorded for Council facilities, with annual costs provided below;

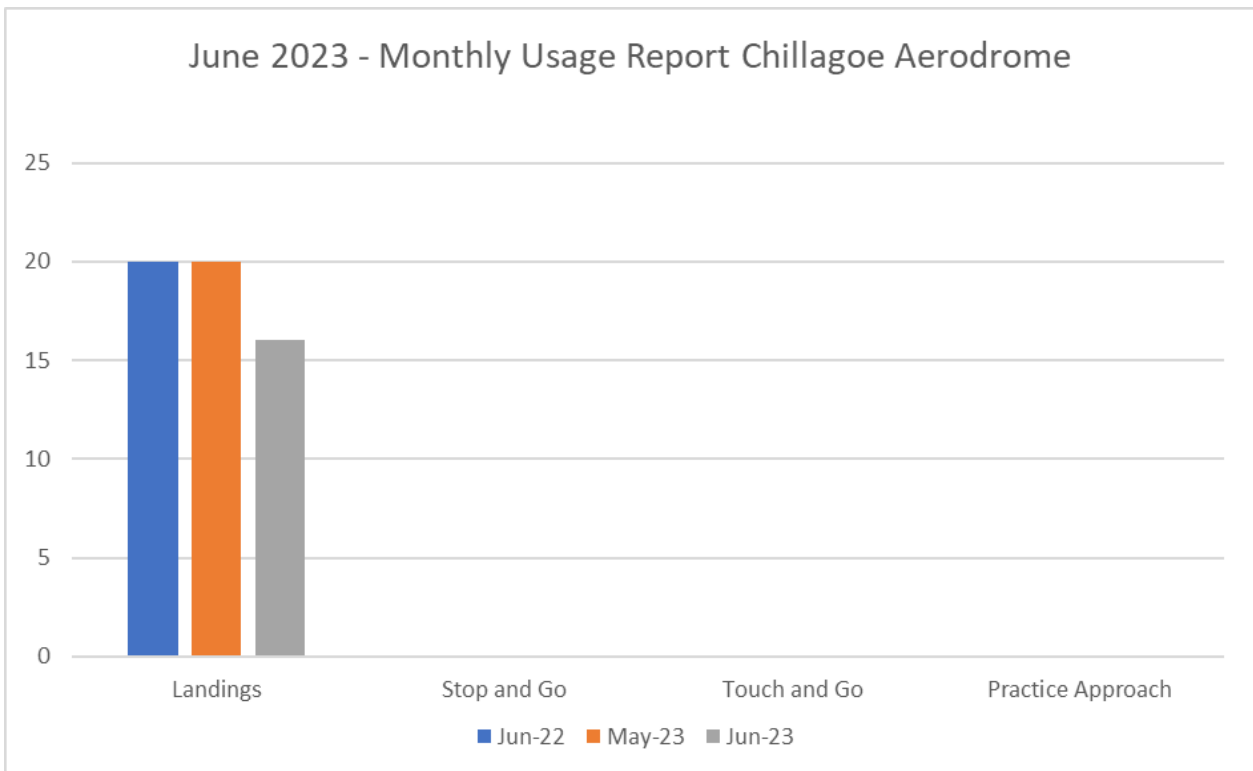
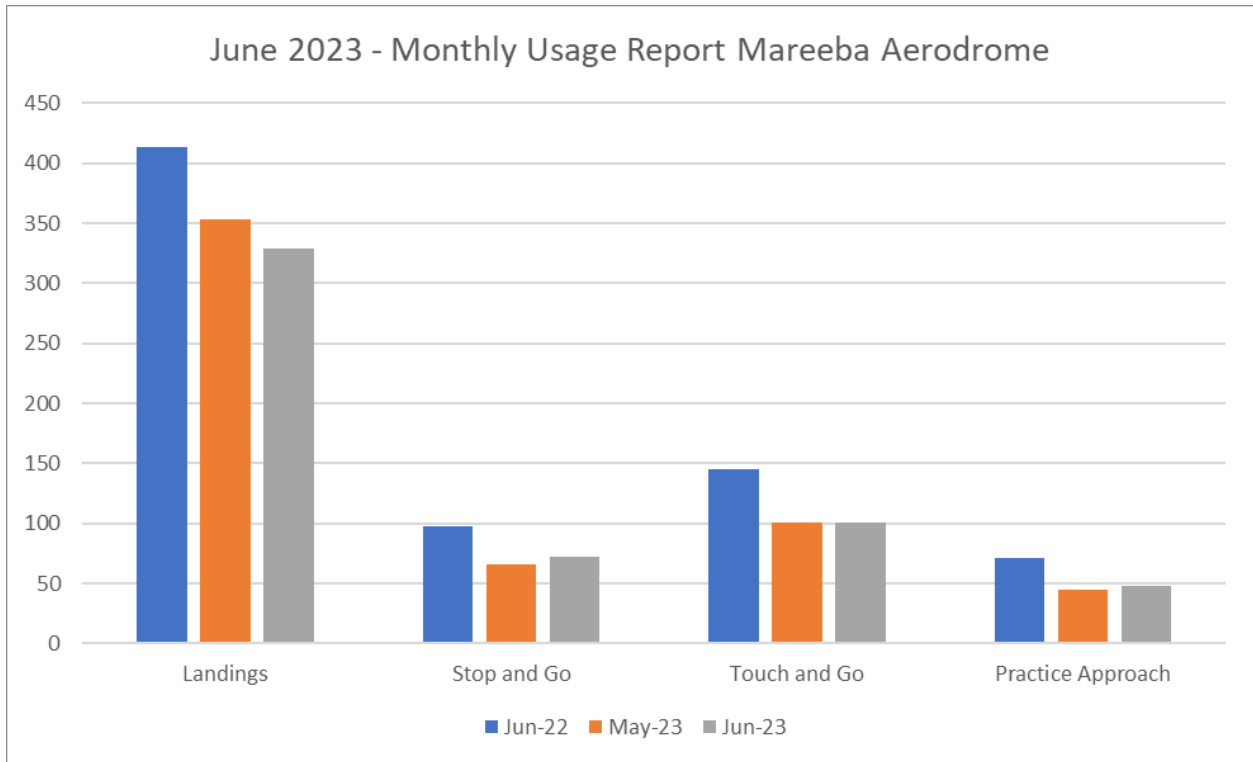
Financial Year	Actuals	Comments – June 2023
2015/16	\$ 2,134.00	<ul style="list-style-type: none"> • Mareeba CWA Toilets – Vandalism x3 • Mareeba Rankin St Office – Graffiti x1 • Mareeba Arnold Park Toilets – Vandalism x1 • Mt Molloy Hall Toilets – Vandalism x1
2016/17	\$ 16,546.00	
2017/18	\$ 23,948.00	
2018/19	\$ 14,851.00	
2019/20	\$ 14,211.18	
2020/21	\$ 62,199.62	
2021/22	\$ 48,301.12	
2022/23	\$33,030.18	

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

Aerodromes:

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

Landings for both facilities are reduced lower than previous years, however with the extended wet season this has been expected.



FINANCIAL AND RESOURCE IMPLICATIONS***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.

9.6 INFRASTRUCTURE SERVICES, WATER AND WASTE OPERATIONS REPORT - JUNE 2023

Date Prepared: 15 June 2023
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to summarise Council’s Water and Waste activities undertaken by the Infrastructure Services Department during the month of June 2023.

RECOMMENDATION

That Council receives the Infrastructure Services, Water and Waste Operations Report for June 2023.

BACKGROUND

Water and Wastewater Treatment:

All treatment plants are generally performing satisfactorily. Water demand was varied across all schemes. Rainfall in most catchments resulting in decreased consumption per connection.

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.

Data for Mt Molloy is unavailable for the month of June due to a faulty bulk flow meter. Parts are being sourced for replacement.

Water Treatment	Mareeba	Kuranda	Chillagoe	Dimbulah	Mt Molloy*
Water Plant average daily production (kL)	7,185	822	341	345	N/A
Number of Connections	4,385	982	157	272	N/A
Average daily water consumption per connection (L)	1,639	837	2,172	1,268	N/A

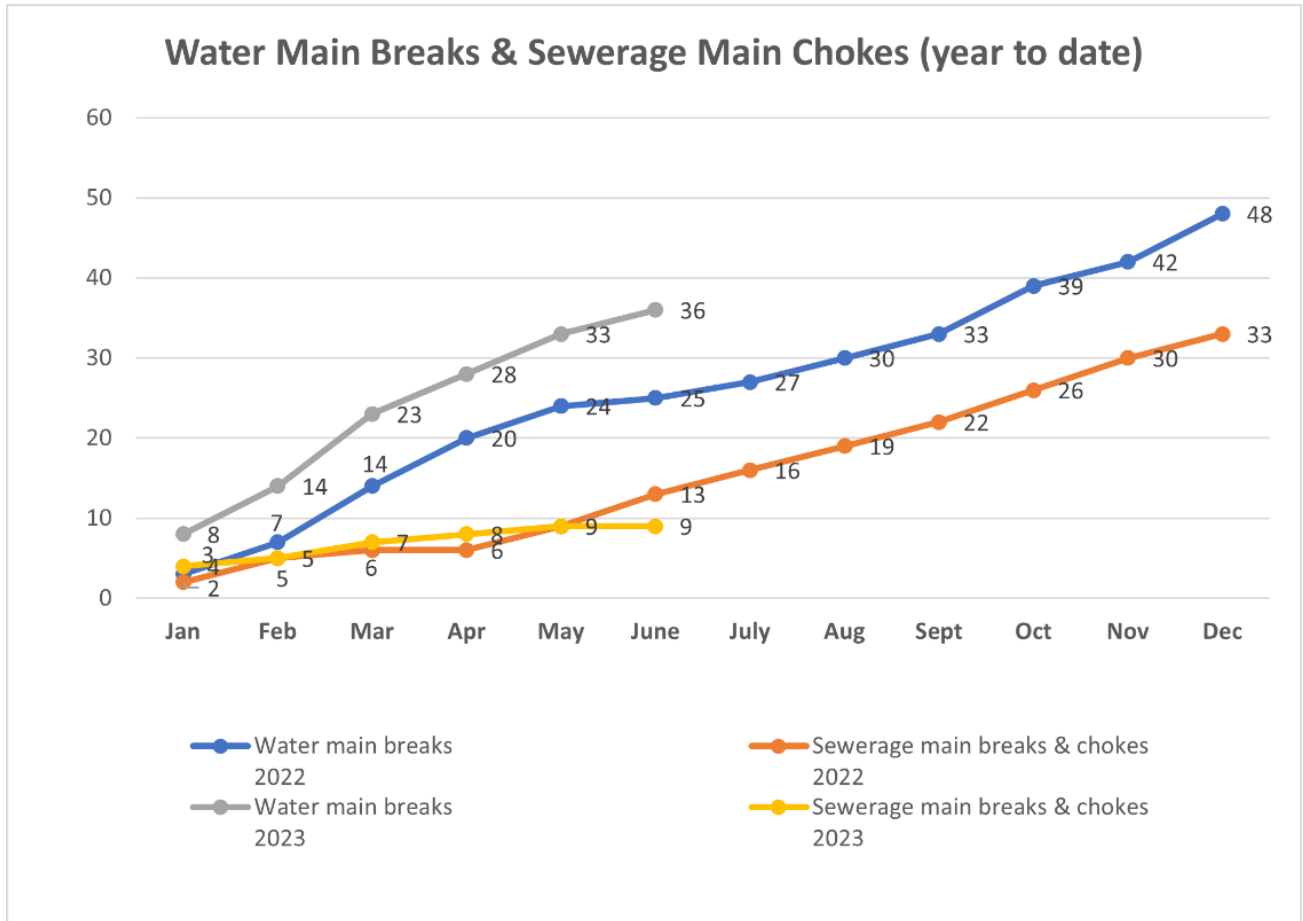
* Mt Molloy is an untreated, non-potable water supply

Wastewater Treatment	Mareeba	Kuranda
Wastewater Plant average daily treatment (kL)	2,525	255
Number of Connections	3,424	346
Average daily inflow per connection (L)	738	737

Water and Wastewater Reticulation:

Council's water reticulation crew attended to three (3) water main breaks, and zero (0) sewer main breaks/chokes this month, and average response times were within targets set out in Council's customer service standard for water services.

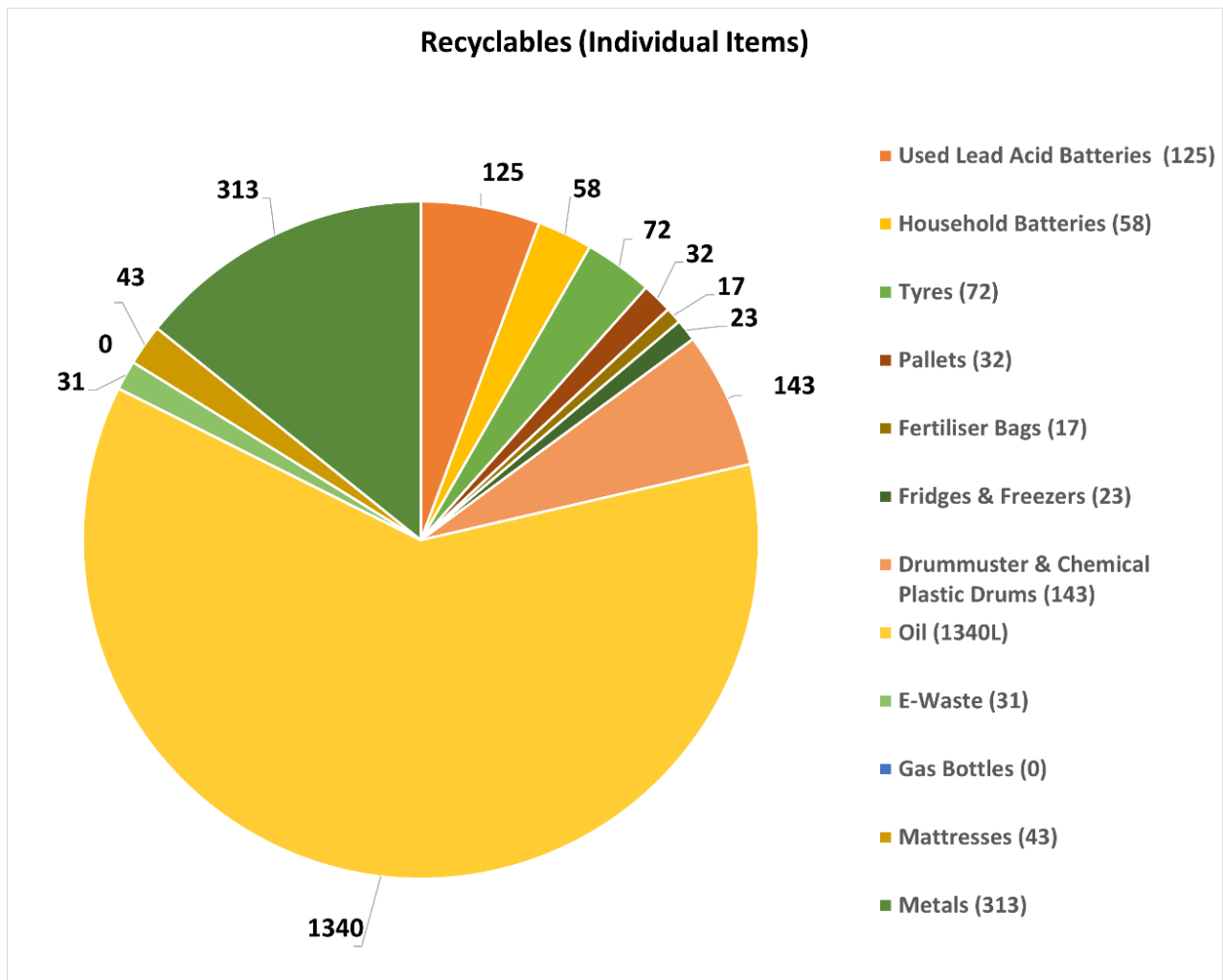
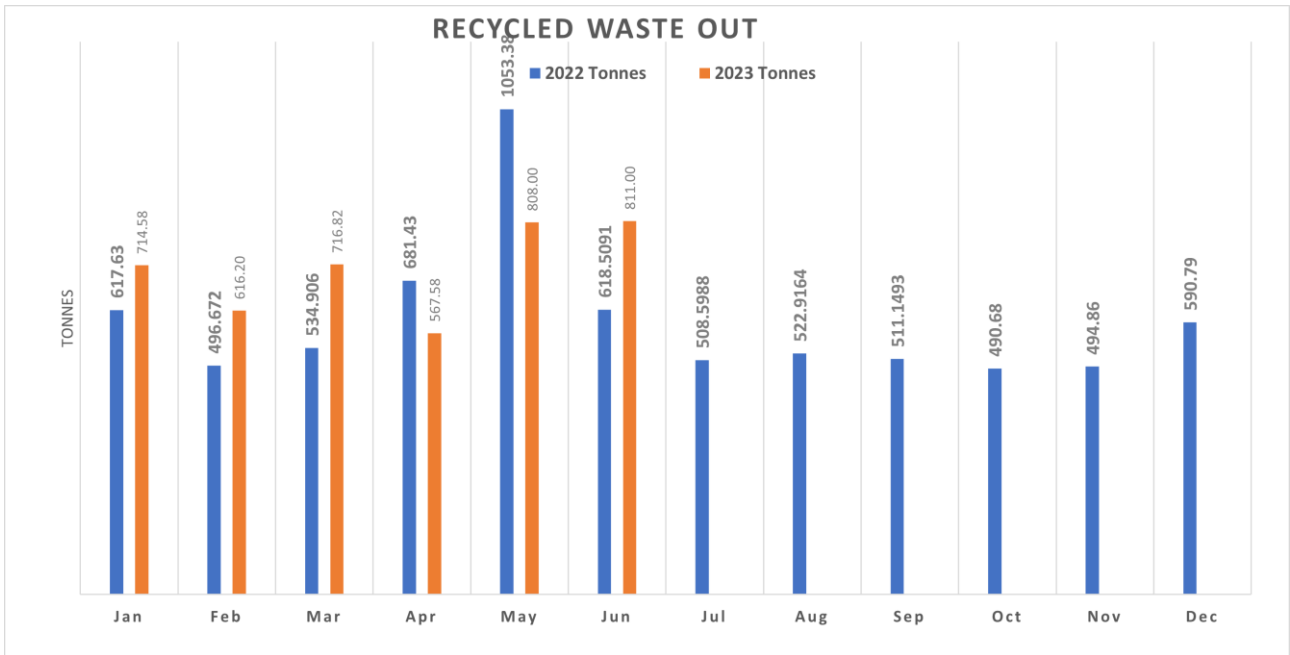
Monthly statistics are shown on the water reticulation main breaks and sewerage main breaks and chokes:



Waste Operations:

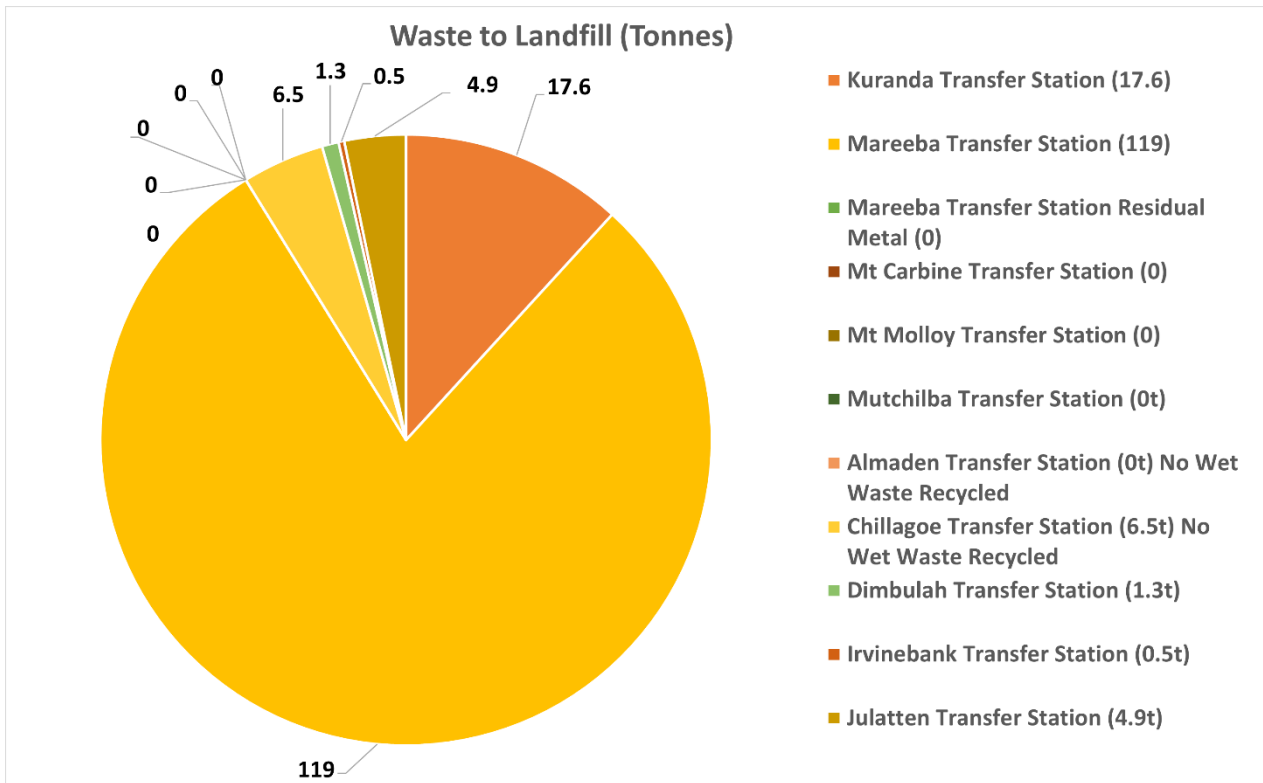
Recycling

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.



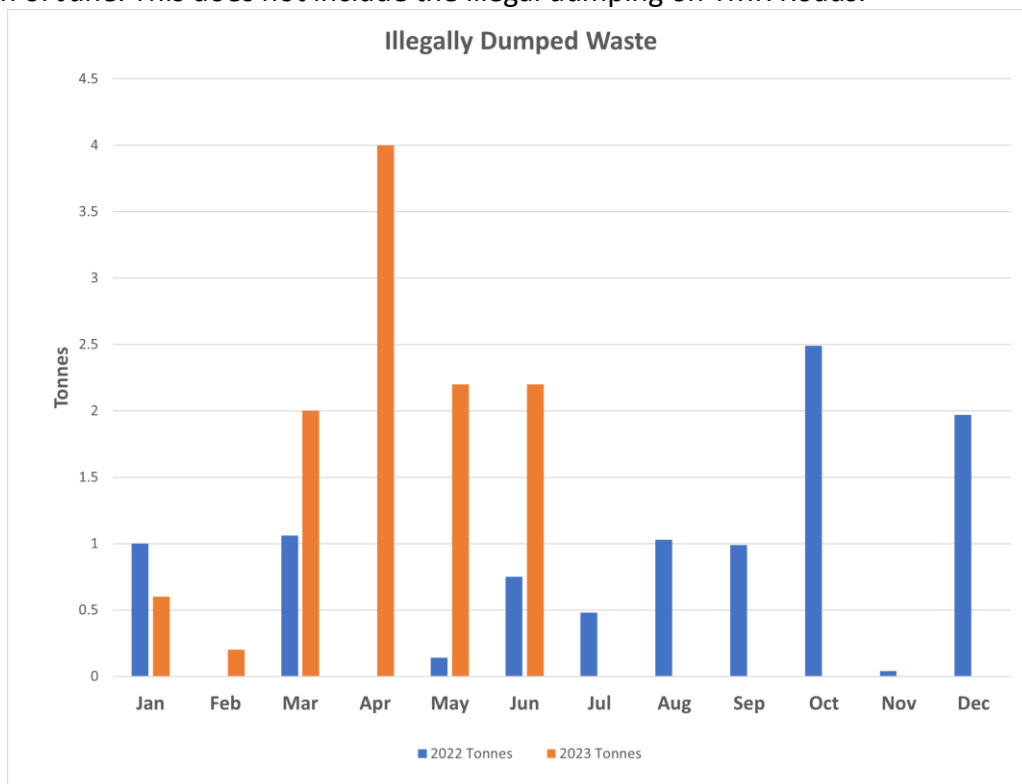
Waste to Transfer Stations

Transfer Station dry waste is transported off site to the Springmount Waste Facility and for the month of June a total of 149 tonnes was sent to landfill.



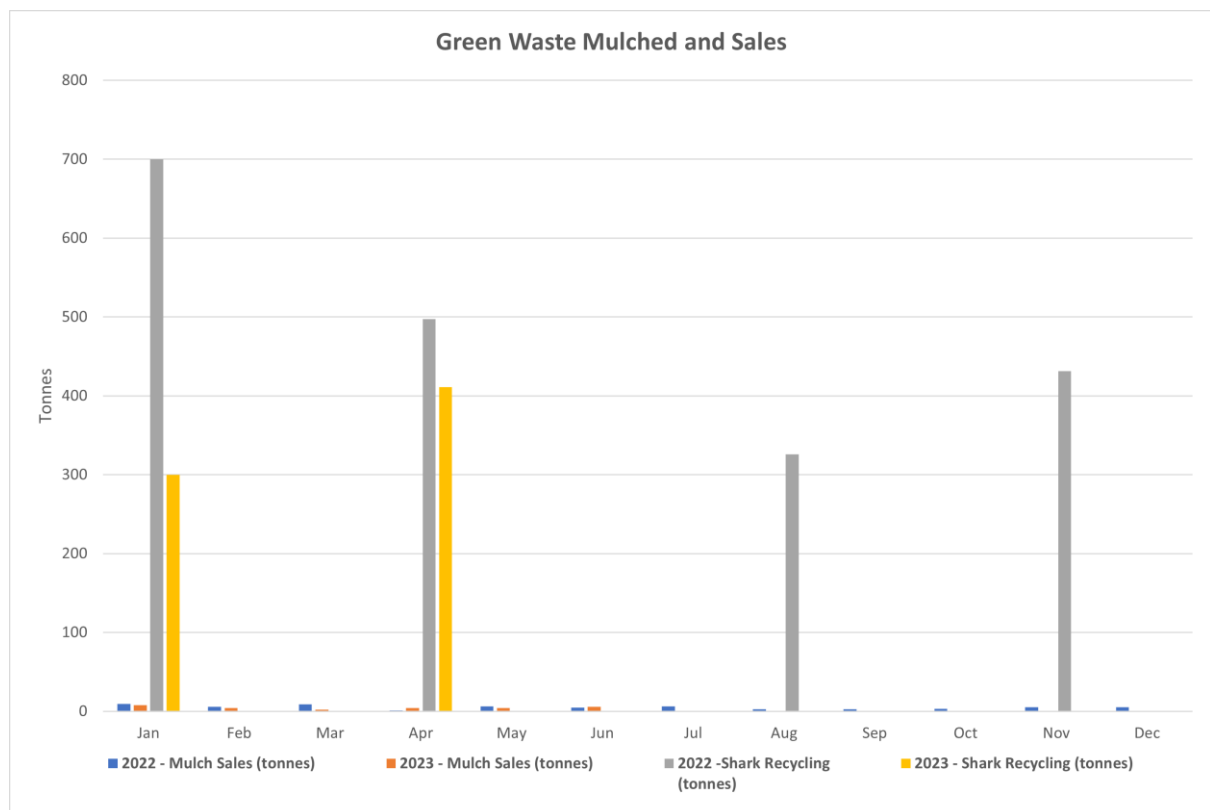
Illegally Dumped Waste

There were 2.2 tonnes of illegally dumped waste recorded through Waste Transfer Stations during the month of June. This does not include the illegal dumping on TMR Roads.



Green Waste

During June, Council received a total of 213 tonnes of green waste. Kuranda recorded 8 tonnes of green waste from locations registered as being potentially contaminated with Electric Ants. Mulched green waste sales increased for the month of June with 5.7 tonnes sold.



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

9.7 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - JUNE 2023**Date Prepared:** 7 July 2023**Author:** Manager Works**Attachments:** Nil**EXECUTIVE SUMMARY**

The purpose of this report is to summarise Council's Transport Infrastructure, Parks and Gardens and Land Protection operational activities undertaken by Infrastructure Services during the month of June 2023.

RECOMMENDATION

That Council receives the Infrastructure Services, Works Progress Report for the month of June 2023.

BACKGROUND**Transport Infrastructure**Emergent Works

Mareeba Shire Council is eligible for DRFA funding following the activation of the shire under the Northern and Central Queensland Monsoon and Flooding 20 December 2022 to 30 April 2023 event. DRFA emergent works are eligible for repair until 29 July 2023.

During June, the Works Group has undertaken emergent work on the following roads within the shire.

Road	Locality
Mt Spurgeon Road	Mt Carbine
Strathleven Road	Gamboola
Drumduff Road	Gamboola
Nychum Road	Rookwood
Caterina Close	Mareeba

Unsealed Road Maintenance Grading

Road	Locality
Collins Weir Road	Mutchilba
Healy Road	Chewko
Cobra Road	Mareeba
Emerald Falls Road	Mareeba
Ericson Road	Dimbulah
Thornborough-Kingsborough Road	Thornborough

Road	Locality
Lockwood Road	Mareeba
Hodzic Road	Biboohra
Fossilbrook Road	Barwidgi
Amber Road	Amber
Junevale Road	Barwidgi
Braund Road	Dimbulah

Road	Locality	Road	Locality
Metzger Road	Dimbulah	Price Creek Road	Mutchilba
Boonmoo Road	Dimbulah	Carbonate Creek Road	Dimbulah
Wolfram Road	Dimbulah	Mt Nolan Road	Irvinebank
Arbouin Road	Watsonville	Walsh River Road	Watsonville
Bischoff Mill Road	Watsonville	West Bischoff Mill Road	Watsonville
Shiffron Road	Watsonville	Eichblatt Road	Watsonville
Lockyer Lane	Watsonville	Toy Creek Road	Watsonville
Zaicz Road	Watsonville	James Street	Watsonville
Sandridge Road	Watsonville	Cemetery Access	Watsonville

General Maintenance

Activity	Area
Slashing/Mowing	Paddy’s Green, Arriga, Mareeba, Biboohra, Mutchilba, Kuranda, Julatten, Mt Molloy, Dimbulah
Fire Break Installation	Dimbulah, Mutchilba
Herbicide Spraying	Mt Molloy, Julatten
Shoulder Grading	Dimbulah, Koah
Tree Trimming	Mt Molloy, Julatten, Kuranda, Speewah
Patching & Edge Repair	Mt Molloy, Julatten

Customer Requests

During the month of June, the Works Group received 120 Customer Requests (CRs) with 176 resolved (resolved requests include those received prior to June 2023). The table below shows the number of requests lodged per Works Section for the month.

Month	Roads	Parks and Gardens	Pest Management
June	85	27	8

At the time of reporting, the Works Group had 79 open requests.

TMR Routine Maintenance Performance Contract (RMPC)

During June, unsealed road maintenance grading continued on the Burke Developmental Road (BDR) reaching Nolans Creek Bridge. Emergent works were completed at the Carpentaria Shire boundary end of the BDR and the Herberton-Petford Road.

A 1.5km unsealed section of the Herberton-Petford Road at Earwacker Creek was re-sheeted and the seal widening of the Mulligan Highway/Blacks Road intersection in Mareeba was completed. Line marking of the intersection will occur later in the year in conjunction with other line marking programs.

Tree trimming, sign cleaning and drain clearing was undertaken at the Rex Range along with programmed slashing on the Mulligan Highway, Mossman-Mt Molloy Road and the Mareeba-Dimbulah Road.

Parks and Open Spaces

Crews are now only mowing open spaces as required and irrigated sporting fields mowing frequency has been reduced to an eight (8) day cycle. Brush cutting and herbiciding of the Rail Corridor, James and Kennedy Streets, Atherton and Cairns approaches, the BMX track, Anzac Avenue, Sunbird Park and associated drainage networks have been completed.

Other activities undertaken in June include;

- Centenary Park fence panel replacement
- Tree and shrub planting and laying of additional turf at the Mareeba Aquatic Centre
- Anzac Park irrigation installation and vegetation management
- Trim trimming of the walking track between Costin and Morrow Streets
- Slashing of the Rail Trail, Hastie Road, Emerald End Road and the walking track between Costin and Morrow Streets
- Mowing and brush cutting of the Mareeba and Pioneer Cemeteries
- Burials: Mareeba x9, Dimbulah x1, Chillagoe x1

Fire Management

- Mt Molloy RFS conducted a fuel reduction burn on 10 June, no traffic control required
- Mareeba fire breaks are 90% completed, continuing wet weather has hampered the final installation of breaks at the Mareeba Industrial Park. All breaks in Mutchilba and Dimbulah are completed.

Land Protection

Parthenium Weed: Inspections were carried out on 13 sites. All landholders are complying with their biosecurity obligation. Land Protection staff continue to monitor one (1) site every two (2) weeks with the other 12 every three (3) weeks.

Gamba Grass: Mapping has been carried out on known Gamba Grass locations on local road reserves using the ArcGIS mapping system.

Siam Weed: A new Siam Weed infestation has been reported to council at the Mt Carbine mine site, Land Protection Officers (LPO) visited the site and spoke with the on-site management. LPOs mapped Holmes Creek to the south of the Mulligan Highway and removing any plants that were found. LPOs are hopeful the infestation has been detected before reaching the Mitchell River. The Senior LPO met with representatives of EQ Resources and the Australian Wildlife Conservatory (AWC) and it was agreed that EQ Resources would treat the Siam Weed around the mine site down to the Mulligan Highway immediately and AWC will take over the work after next wet season. LPOs will regularly monitor the situation.

Wild Dogs: Baiting was carried out on four (4) cattle properties on the Lynd and Tate Rivers. 1.2 tonnes of meat was injected with sodium fluoroacetate (1080 poison) and distributed over 300,000ha.

FINANCIAL AND RESOURCE IMPLICATIONS***Operating***

All operational works are funded by the section specific 2022/23 maintenance budgets.

LINK TO CORPORATE PLAN

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

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

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

IMPLEMENTATION/COMMUNICATION

Nil

10 OFFICE OF THE CEO

10.1 TOURISM & ECONOMIC DEVELOPMENT QUARTERLY REPORT

Date Prepared: 6 July 2023

Author: Development Officer

Attachments: 1. [Mareeba Shire Tourism Action Plan](#) ↓

This report provides information relating to Council tourism and economic development activity for the Mareeba Shire region during the final quarter of the financial year, April 2023 – June 2023.

TOURISM and ECONOMIC DEVELOPMENT

1. State of the Region Economic Update – Mareeba Shire

Key Statistics

GRP \$1.18 billion <small>NIEIR 2022</small>	Population 23,372 <small>ABS ERP 2022</small>	Local jobs 9,022 <small>NIEIR 2022</small>
<small>Largest industry (by employment)</small> Agriculture, Forestry and Fishing <small>NIEIR 2022</small>	Local businesses 2,172 <small>ABS 2022</small>	Employed Residents 9,909 <small>NIEIR 2022</small>

Mareeba Shire has had strong economic growth, with an annual change in Gross Regional Product of 6.3%, which is above the State average of 4.99%. Agriculture continues to be the industry leading the way in driving growth. The Shire has again experienced a small increase in population over the past year, largely in the 25-39 and 50-85+ age groups.

Just over 170 new jobs were recorded in the Mareeba Shire between 2021 and 2022, predominately in the areas of Health Care and Social Assistance, Professional, Scientific and Technical Services, Education and Training, and Public Administration and Safety. Residential vacancy rates in the region continue to sit at almost 0%.

2. Queensland Small Business Month

Over 30 small business operators from across the Shire attended digital marketing workshops in Kuranda and Mareeba, as part of the [Queensland Small Business Month](#) activities during May. These workshops helped participants to better market their businesses online and turn digital searches in sales.



3. RDA Migrant Investor Roadshow

In May the Mareeba Shire played host to a group of migrant investors as part of the Regional Development Australia (RDA) Tropical North Migration Roadshow. The group visited a farm in Bibbohra before taking a tour of the Mareeba Industrial Park ahead of lunch at Skybury. The intent of the tour was to showcase some of the opportunities available in our region while building connections and collaboration opportunities for the future.



4. Queensland Rural Doctor’s Famil

Also during May, the Rural Doctor’s Association of Queensland hosted their annual conference in Cairns. Mareeba Shire Council and the Mareeba Hospital partnered to sponsor a famil for attendees at the conference to spend a day in the Mareeba Shire and get a sense of what living and working in our area has to offer. The feedback was that the group thoroughly enjoyed the visit and all are now seriously considering a move or placement in the Mareeba Shire. This initiative came about from a discussion during the [Mareeba Community Taskforce Forum](#) in 2022.



5. Mareeba Shire Local Tourism Organisation (LTO)

A Tourism Action Plan (attached to this report) for the Mareeba Shire has now been finalised by the [Mareeba Shire Local Tourism Organisation](#). The plan was developed by tourism consultant [Krista Hauritz](#), based on the input from industry stakeholders provided at the Tourism Think Tank in March.

The purpose of the LTO is to focus on promoting the visitor experience in the Mareeba Shire – it is not about developing a specific brand or destination at this stage.

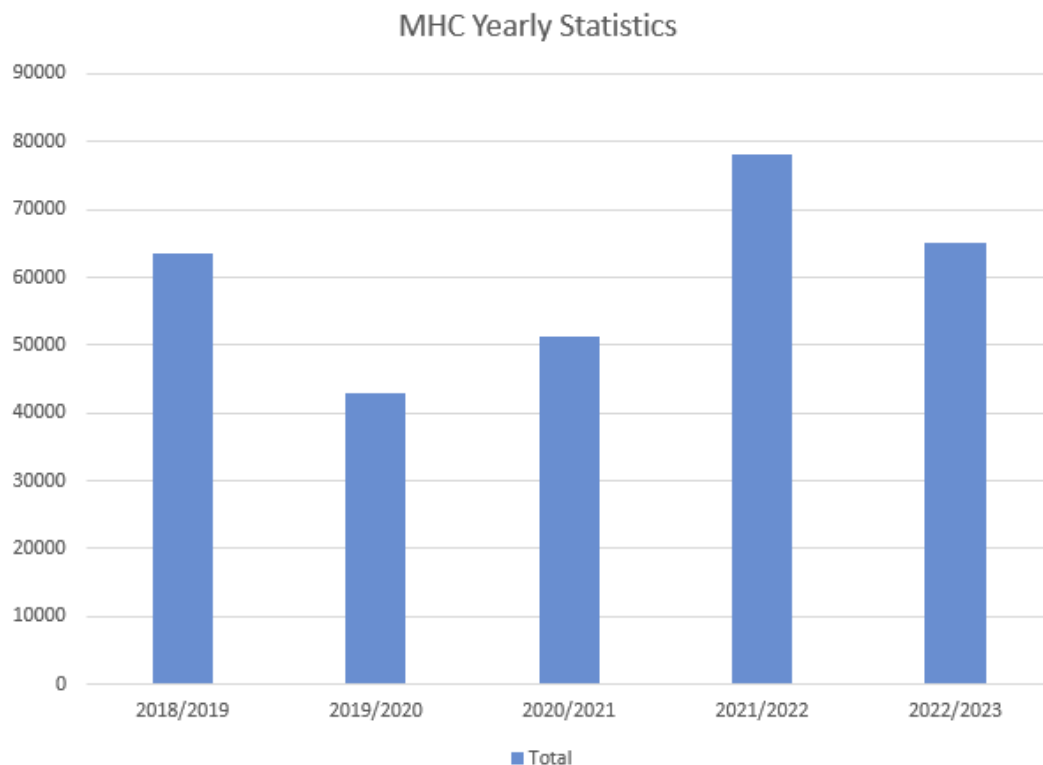
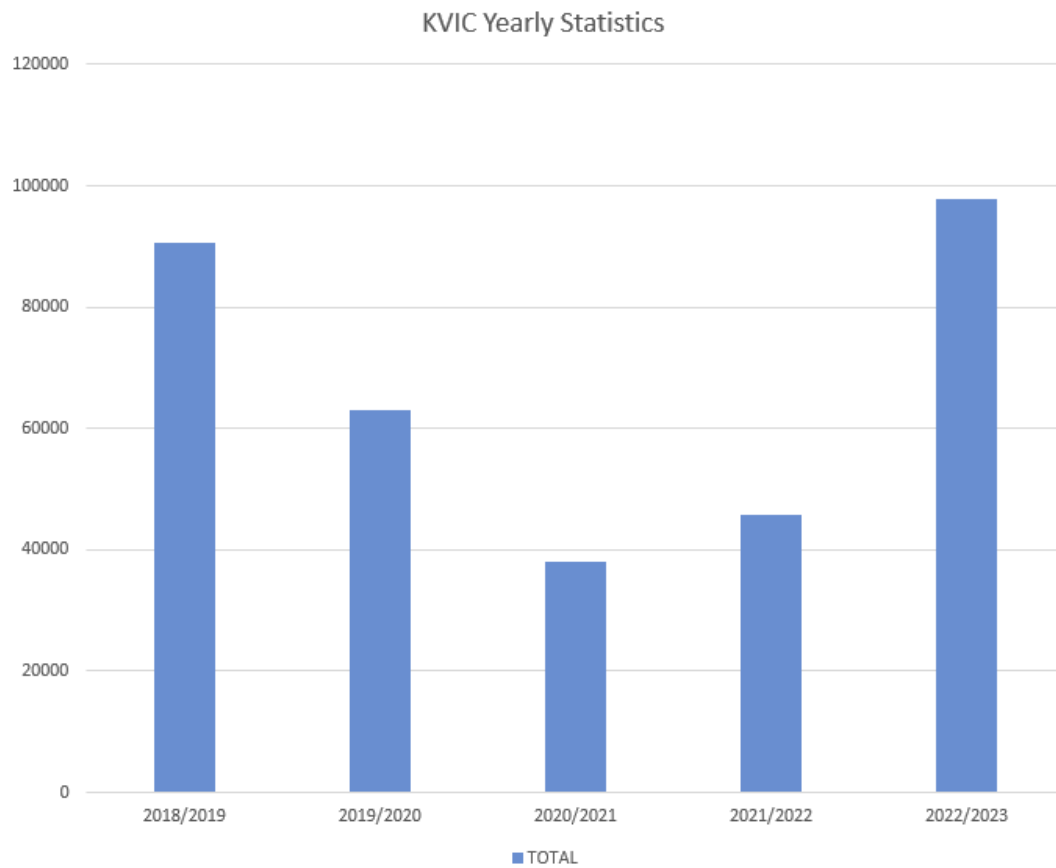
Strategic Priorities:

1. Partnerships
2. Industry Networking and Capacity Building
3. Digital & Social Media
4. Media PR

You can follow Mareeba Shire Tourism on [Facebook](#) and [Instagram](#).

6. Visitor Information Centre (VIC) Update

The data is collected by the Kuranda Visitor Information Centre and the Visitor Information Centre at the Mareeba Heritage Centre. Visitor data is all visitors to the Mareeba Centre which includes the Visitor Information Centre as well as patrons of the Centre's café, museum, and retail shop.



7. Shire Destination Marketing – Digital

Search Engine Marketing (SEM) Campaign Performance: (Mid June 2021 – June 2023)

Total Impressions: 373,646 with Social Media Marketing (SMM) in addition to this
 Total Clicks: 35,972

Click Thru Rate: 12.68%

Average Cost Per Click: \$0.40

A pre-school holiday marketing campaign was launched across Facebook and Instagram in early June and ran until the end of the month. This campaign was focused on the idea that there is ‘Something for Everyone’ in the Mareeba Shire.

Social Media Marketing

Video: <https://fb.me/1MtzlKJOIZC1Hpf>

Impressions: 501,941

Reach: 89,580

Video Plays: 351,536

8. Shire Destination Marketing - Print

Print promotional material was produced for the following publications:

- Double page editorial in the 2023 edition of the Welcome to Tropical North Queensland magazine



MAREEBA SHIRE
Explore ancient landscapes

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

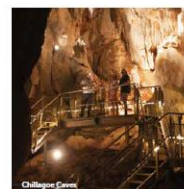
Kuranda
30 minutes from Cairns
The village is in the midst of world heritage - listed ancient rainforest, cassowaries and waterfalls, lands with great significance for Indigenous communities for over 10,000 years. Travel by road, train or cableway and immerse yourself in natural therapies, rainforest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

Mareeba
1 hour from Cairns
Once you arrive in town, check out the Mareeba Heritage Museum and ask the Visitor Information Centre staff for the lowdown on the area's rich history, culture and what to do. Take a hot air balloon ride for panoramic views of the ranges and savannah. Get your blood pumping on an exhilarating climb, then cool off at Emerald Creek Falls, or mountain bike through Davies Creek National Park. Mareeba has also been hosting a world-class Rodeo for more than 70 years and is now home to the hip Savannah in the Round music festival.

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

Chillagoe
2.5 hours from Cairns
Drive the 'Wheelbarrow Way' to Chillagoe, the tip of the dinosaur trail and home to the Chillgoe-Mungana Caves National Park, brimming with natural and cultural heritage. Explore the cavernous limestone underworld cave system, view Aboriginal rock art, and learn the fascinating mining history, dating back more than 130 years.

Irvinebank & Watsonville - living historical villages 2 hours from Cairns
The Herberton - Pettford road will lead you to Irvinebank, nestled in the western slopes of the Great Divide, and the haunting remains of outback mining towns. Walk the streets and imagine the prosperity, now lined with preserved and heritage - listed buildings, and ask about the white swans. Visit the Loudoun House Museum, reputed to be the oldest still standing in North Queensland, with its collection of the area's rich pioneering history.
Mount Molloy and Julatten
30 minutes from Port Douglas
The quaint towns of Mount Molloy and Julatten, just west of Port Douglas, are emerging on the tourist trail but have been a magnet for birdwatchers for decades. The region boasts the richest concentration of birdlife in the country, with nearly half of Australia's 750 bird species found here.



LINK TO CORPORATE PLAN

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

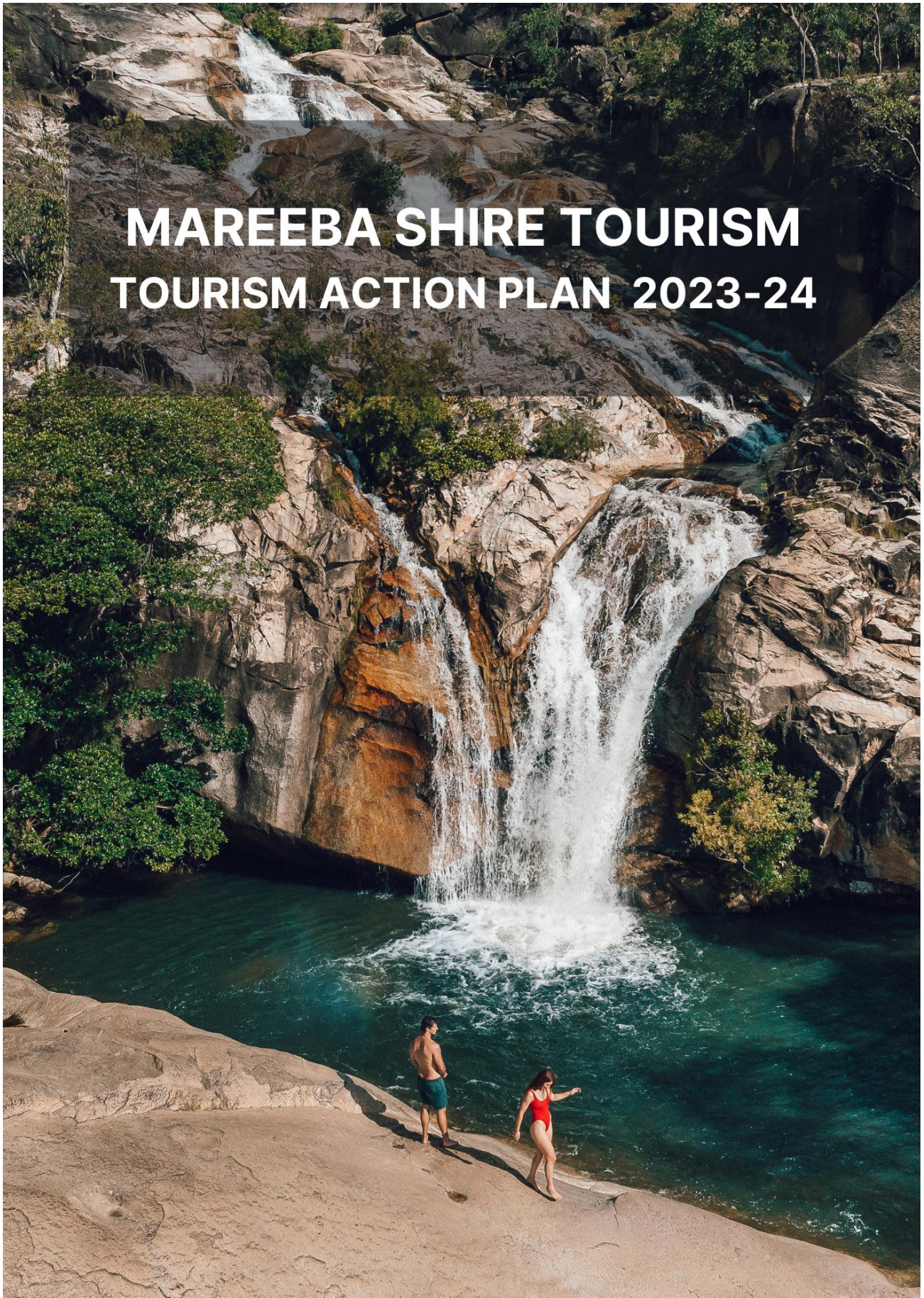
Economy and Environment: A resilient economy that promotes and supports the shire's natural assets and local industry and encourages investment while preserving and future proofing for generations to come.

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

IMPLEMENTATION/COMMUNICATION

Nil

KEY COMMUNICATION MESSAGES – INTERNAL USE ONLY



MAREEBA SHIRE TOURISM TOURISM ACTION PLAN 2023-24

MAREEBA SHIRE TOURISM STRATEGIC FOCUS

OUR PURPOSE

To promote the visitor experiences of Mareeba Shire through industry strategic partnerships, collaboration, capacity building and advocacy.

DESIRED OUTCOMES

- Increased visitor length of stay, spend and dispersal.
- Increased awareness of Mareeba Shire visitor experiences.
- Strong industry network.

OUR ROLE

TOURISM PROMOTION

Promoting the visitor experiences of the Mareeba Shire.

COLLABORATION + CAPACITY BUILDING

Facilitating tourism industry networking, strategic partnerships and industry capacity building.

ADVOCACY

Providing a collective industry voice of tourism in the Mareeba Shire

STRATEGIC PRIORITIES

1. Partnerships
2. Industry Networking and Capacity Building
3. Digital & Social Media
4. Media PR

MARKETING ACTION PLAN

Growing out-of-region visitation is critical to generating increased visitor dispersal and expenditure. The initial marketing focus should be to encourage visitation from North Queensland communities in the 400km radius, including their visiting friends and relatives.

The self-drive market presents the greatest opportunity for the region. Supported by Mareeba Shire’s position on strategic drive routes including Drive North Queensland, Savannah Way, Great Inland Way and Cooktown & Cape York.

Events have been identified as a key driver for visitation to the region, providing future marketing leveraging opportunities to encourage event attendees to stay longer, spend more.

ANNUAL MARKETING BUDGET

The 2023-24 total annual budget of \$30,000 has been allocated. The Mareeba Shire Council will provide \$25,000, while the Mareeba Chamber of Commerce will contribute \$5,000, as per the partnership agreement. Out of this budget, \$10,000 will be directed towards industry and administrative support, while the remaining \$20,000 will be utilized to bolster marketing initiatives.

HERO EXPERIENCES

- Kuranda ‘Village in the Rainforest’
- Chillagoe Caves
- Local Produce and Agritourism
- Nature and Wildlife Experiences
- Heritage and History
- Outback adventure



TARGET MARKETS

TARGET MARKET	DESCRIPTION	MEDIA ENGAGEMENT
Regional 400km drive radius	<p>Targeting North Queensland communities e.g., Townsville to Cairns to Cooktown.</p> <p>18-49 and 50+ travelling as singles, couples, and families.</p> <p>Additionally targeting VFR (Visiting Friends and Relatives) of North Queensland communities.</p>	<p>Facebook, Instagram.</p> <p>Local online news media.</p> <p>Regional North Queensland media.</p>
Tropical North Queensland Visitors ex. Cairns	<p>Targeting domestic and international visitors in major tourism nodes e.g., Cairns, Port Douglas, Mission Beach.</p>	<p>Visitor publications, digital media.</p> <p>Outdoor advertising.</p>
Self-Drive Touring Intrastate & Interstate	<p>Families and Grey Nomads.</p> <p>Travelling to Cape York, Great Inland Way, Savannah Way.</p> <p>18-49 and 50+ travelling as singles, couples, and families. Outer urban areas of eastern Australia.</p>	<p>Facebook, Instagram.</p> <p>RV, Caravan & Camping print and digital media.</p> <p>Visitor Information Centres.</p>
Event Visitors	<p>Visitors attending major events within region e.g., Savannah in the Round, Mareeba Rodeo.</p>	<p>Facebook, Instagram.</p> <p>Event websites and eDMs.</p>



STRATEGIC PRIORITIES

1. PARTNERSHIPS
2. INDUSTRY NETWORKING and CAPACITY BUILDING
3. DIGITAL & SOCIAL MEDIA
4. MEDIA PR

1. PARTNERSHIPS

ACTION	DESCRIPTION	TIMING	BUDGET
Mareeba Shire Tourism (MST) Partnership with Tourism Tropical North Queensland (RTO)	<p>Establish MST LTO Partnership with Tourism Tropical North Queensland for opportunities including in-region trade support, media support and collaborative marketing investment to maximise marketing impact with limited resources and leverage RTO audience.</p> <p>All LTO members are entitled to join TTNQ for free at the Ambassador of Tourism level.</p> <p>Work with TTNQ to track performance and understand trends through current data sources and, where necessary, through primary research.</p>	July – ongoing.	
Drive Partnerships	Further develop partnerships with Drive North Queensland, Savannah Way, Great Inland Way, Cooktown & Cape York, identifying Mareeba Shire visitor experience content opportunities.	August – ongoing.	
Events Partnerships	<p>Develop a comprehensive Mareeba Shire events calendar and ensure events listed on ATDW.</p> <p>Partner with events to leverage audiences for Mareeba Shire visitor experiences e.g., Savannah in the Round, Mareeba Rodeo and Kuranda Roots Festival.</p> <p>Work with local events to promote visitor experience content including imagery, footage and self-drive itineraries through social media pages and eDMs.</p> <p>Investigate opportunities for destination focused website tiles on event pages and inclusion of visitor information including suggested itineraries (must do’s, drive routes) to be available on event websites and apps.</p>	July – ongoing.	
Identify Partnerships	Continue to develop partnerships with identified strategic partners within the Mareeba Shire to grow membership and strength of LTO.	Ongoing	

2. INDUSTRY NETWORKING AND CAPACITY BUILDING

ACTION	DESCRIPTION	TIMING	BUDGET
<p>Industry Communications</p>	<p>Build industry/membership database to include all industry (members and non-members) and develop regular eNews monthly/quarterly update, including what's on/what's new.</p> <p>Develop Industry Facebook Group to promote proactive industry – as a way for industry to better connect, engage and stay up to date e.g., marketing, training, grant opportunities.</p>	<p>July/August – ongoing updates.</p>	<p>eNews software cost e.g. EmailOctopus Free Starter Plan (up to 2,500 subscribers), Pro Plan from \$12/month (5000 subscribers).</p>
<p>Online + ATDW (Australian Tourism Data Warehouse) Member Drive</p>	<p>Increase number of businesses on ATDW to build online presence for shire across TTNQ, Queensland.com and nationally and assist shire's operators to be further included in Best of Queensland Experiences Program.</p> <p>Review of LTO members on ATDW. Additionally check listings on TTNQ and TEQ websites and identify gaps e.g., F&B operators.</p> <p>Workshop bringing industry together how to build and maximise listings run by ATDW team via video conference. Contact ATDW Qld support to arrange. <i>Additionally share operator training videos developed available here, as additional supporting resource.</i></p> <p>Encourage operators with existing listings to book free 15-minute one-on-one optimization sessions with ATDW.</p> <p>Encourage operators to develop deals/offers on platform to leverage state level activity. e.g. does not need to be a discount, rather operators working together to develop packages.</p> <p>Work with TTNQ on developing additional 'journey' listings to support promotion through car rental companies.</p> <p>Note: <i>ATDW undertaking rebrand and interface overhaul late 2023. Existing profiles will be converted. Recommended to have operators on platform prior (by September) due to increased demand for support. New industry resources and training guides will become available (TBC by ATDW).</i></p>	<p>August / September</p> <p><i>Note: ATDW overhaul taking place approx. November</i></p>	<p>FOC by ATDW.</p>

<p>Industry Famils</p>	<p>Develop a highly anticipated annual in-region famil (1 day) to build awareness of product and experiences in the region for industry. Famil based around a selected key experience.</p> <p>Inviting VIC staff, hotel concierge, tour sales, car hire, TTNQ, tourism industry staff based in Mareeba, Atherton Tablelands, Cairns and Port Douglas.</p> <p>Extend opportunity to local media if budget available in future.</p> <p>Includes pick up and drop off.</p>	<p>October/April</p>	<p>\$1,000.00</p> <p>e.g., Full day bus hire from Cairns incl. driver, 30-seater approx. \$990.00.</p> <p>FOC from industry operators.</p>
<p>Networking</p>	<p>Develop quarterly industry networking event for members, moving venue locations around the shire e.g., Kuranda, Mareeba, Chillagoe, Mt Molly/Julatten, Irvinebank.</p> <p>Encourage industry to participate and attend TTNQ networking functions.</p>	<p>Quarterly</p>	<p>User-pays. Industry sponsorship.</p>
<p>Industry Capacity Building Program</p>	<p>Develop an operator training program to support visitor experience and industry development and support operators to work in experience clusters (supported by Blog content).</p> <p>Seek funding and partnership opportunities for training, upskilling, development of industry from social media/content creation, online booking channels to experience development.</p>	<p>November – onwards.</p>	<p>Subject to funding and user-pays.</p>
<p>LTO Symposium</p>	<p>Host annual MST LTO conference day for industry to drive engagement and networking.</p> <p>1 day event to include industry updates and insights, keynote speaker, workshop and networking opportunities.</p> <p>Identify experience development and partnership opportunities.</p>	<p>December</p>	<p>User pays event to cover costs.</p> <p>Industry sponsors.</p>

3. DIGITAL & SOCIAL MEDIA

The strategic focus in the first year is not to focus on creating a new social channel and/or website, but to begin by leveraging existing strong channels.

ACTION	DESCRIPTION	TIMING	BUDGET
Online Presence and Content Review	<p>Review of existing content including images and video available to MST.</p> <p>Review of blog articles, itineraries on TTNQ, Drive North Queensland, Queensland.com, Australia.com, to identify content gaps and updates.</p> <p>Review of images/footage available in TTNQ gallery, Queensland visual gallery to identify content gaps and collate hero content.</p> <p>Review of tourism highlights on Mareeba Shire tourism page.</p>	<p>PRIORITY July</p> <p>Review December</p>	
Content Kit	<p>Organise and collate region’s existing high-res images and video footage in an online platform (e.g. Dropbox) to assist with future media opportunities.</p> <p>Member call out via industry eNews for high-res images, footage, 100-word bio, website and social media links to assist in promoting members and identifying visitor experiences and experience clusters for the shire.</p> <p>Develop updated content gallery to supply Mareeba Shire Industry, TTNQ, TEQ, Drive North Qld and media. Gallery to be reviewed annually.</p> <p>Identify any content gaps. e.g., future content opportunities could include making local coffee in short form video format.</p>	August – October.	
Landing Page	<p>Update Mareeba Shire Tourism highlights page to be a key landing page for all consumer marketing activity featuring footage or hero images (food, landscapes, heritage).</p> <p>Include information e.g. North Queensland, 1hr drive from Cairns.</p> <p>Include links to relevant TTNQ pages and regional drive itineraries.</p>	August - September	To be updated by council as part of regular operations.
Digital Campaign	Engage with TTNQ to run digital campaign under TNF (Tourism Network Fund) with matched	TBC	\$5,000.00

	<p>spending to attract self-drive visitors (must be outside TTNQ region) using existing hero imagery and short form video, aligning with TTNQ content pillars. Promote experiences, events, drive content.</p> <p>Working with TTNQ to set KPIs.</p>		<p>Value = \$10,000.00</p>
<p>Social Media Content Campaigns</p>	<p>Targeted social media advertising focusing on experiences using hero imagery, short form video and itineraries to key target markets.</p> <ul style="list-style-type: none"> - NQ residents 400km drive radius - Visitors already within region - Touring market travelling e.g., Cape York - Local event visitors <p>Providing content to existing channels and encouraging local industry to include on their social media channels.</p> <p>Mareeba Shire Tourism Facebook page: Recommend being a consumer facing page that shares experiences, events and beautiful content. Encourage industry to re-post and share updates that can be shared on consumer facing channels. <i>Suggested to update naming: Visit Mareeba Shire</i></p> <p>Supply content to Savannah Way, Great Inland Way and Drive North Queensland to promote outback adventure experiences through channels to raise awareness of visitor experiences across the shire.</p>	<p>August ongoing</p>	<p>\$11,500.00</p>



When developing future content ensure to include locators e.g. Tropical North Queensland / Queensland, Australia. Where appropriate include map from Cairns.



When writing future copy, include 'Where Rainforest Meets the Outback'.

4. MEDIA PR

Consistent media and PR presence will assist in gaining greater profile and add more depth of Mareeba Shire visitor experiences through editorial style content.

ACTION	DESCRIPTION	TIMING	BUDGET
Personal Sales	Develop seasonal 'Taste Mareeba' packs and deliver in person to local media outlets, TTNQ, VIC services, local car hire companies, <i>to stay at front of mind</i> . e.g., "Coffee's on us!", "A caffeine hit from Mareeba", avocado, mango season, "Winter dose of vitamin C".	Nov, Mar, June.	\$500.00
Media Famils	Identify new media angles and local stories focused on region's hero and new experiences. Working with TTNQ, host journalists and social media influencers in region to generate media stories and new content. Pitch events within shire, promote shoulder season travel. Work with TTNQ to determine dates.	TBC	\$2,000.00 In partnership with TTNQ with assistance from operators to host FOC.
Editorials & Cooperative Advertising	Develop co-op opportunities for MST members to buy in to print/digital editorial and campaigns to maximise opportunities to grow media presence. Leveraging off strong brand recognition for Kuranda. e.g., Kuranda, Mareeba + Savannah. Where Rainforest Meets the Outback. Suggested publications include: Welcome to Cairns Guide, Caravanning Australia, CMCA Wanderer. Advertising to include geographic locators and QR code to key landing page where possible.	Ongoing	MST to potentially pitch to Council for additional funding to develop this work, or partner with MSC to support key messaging/content. TBC – MSC \$13,000.00 placement, plus artwork.



Develop key trip planning information specifically for drive markets, print and digital. Print to be available at key decision points and VICs.

MONITORING

Based on the strategic priorities, the action plan should be monitored and measured by the following performance indicators, with quarterly reporting to Mareeba Shire Council and annual reporting at MST industry networking functions and via eNews.

It is recommended to enter measurable data on spreadsheet to keep annual results for ongoing trends analysis.

CONSUMER	MEASURED BY
Social Media Shared social media content reach and engagement measurements from social media insights.	No. of social media content posts created and shared by industry.
Google Analytics Of landing page/s where social/digital ads refer to.	Number of sessions, unique visitors, referral sites & geographic source
Digital Campaigns Number created and TTNQ/strategic partner campaigns.	Ad clicks, cost per click
Visitor Centre Enquiries	Monthly VIC enquiries.

INDUSTRY	MEASURED BY
Industry membership and participation Total number of industry membership	Target of 50 members with annual increase 10%
Industry social media group members Number of users in industry Facebook group.	Social media group followers and engagement.
Industry Famil Development and hosting of industry in-region 1-day famil.	Number of famil participants
Mareeba Shire operators and events listed on ATDW.	10% increase of Mareeba Shire operators on ATDW
Attendance at forums, networking events and LTO conference	Number of members attendance

Average visitor spend and length of stay measured through data available from TTNQ (Tourism Research Australia/ABS), and if available economic data from MSC.



IN TO THE FUTURE

- Annual review of MST LTO – June 2024.
- Assessment of strategic priorities, partnerships and achievement of outcomes.
- Investigation into independent organisation status.
- Revisit marketing partnership with Atherton Tablelands Tourism to pool marketing budgets to create greater marketing budget and stronger share of voice, “Together we’re greater”.
- Facilitate new accommodation development and existing accommodation renovations (potentially through incentives) and support new product ideas as part of the broader economic development approach of MSC.
- Local tourism experience pass/ packaging development.
- Assist with development of First Nations and cultural tourism experience offerings in the Mareeba Shire.
- Work towards ecotourism and sustainable tourism certification.

THE DREAM

- Increased visitor dispersal, stay and spend across Mareeba Shire.
- Fully integrated multi-media annual marketing campaign/s with strategic partners
- Annual industry capacity building program.
- 80% of Mareeba Shire tourism businesses, events and self-drive itineraries updated annually on ATDW.
- Additional content creation, focused on short form video.
- Engage itinerary specialist/ content writer to develop in-region self-drive itinerary to support promotion across shire.
- Investigate opportunities with Skyrail Rainforest Cableway and Kuranda Scenic Railway
- Contracted Marketing and Media PR Specialist (\$30,000 - \$40,000 per annum) including media pitching, media releases, coordination of advertising, coordination of media famils, content writing for editorial and social media.
- Media famils twice per year, based around key experiences: nature, outdoor/outback adventure, history and heritage.
- Outdoor and Billboard Advertising in key drive route locations, accommodation and transport nodes e.g., Cairns CBD (approx. \$8,000 per month), Bruce Hwy Townsville to Cairns.

APPENDIX 1

MAREEBA SHIRE TOURISM SNAPSHOT

Mareeba Shire Tourism is a joint initiative of Mareeba Shire Council and Mareeba Chamber of Commerce to support tourism in the Mareeba Shire with a collaborative approach to destination marketing and promotion.

Mareeba is the hub of the Mareeba Shire, located an hour’s drive west of Cairns in Tropical North Queensland. The shire has a population of 23,000 and includes the smaller towns and districts of Kuranda, Koah, Speewah, Biboohra, Mt Molloy, Julatten, Mt Carbine, Mutchilba, Dimbulah, Irvinebank, Watsonville, Almaden and Chillagoe.

Agriculture is the key economic driver of the shire; with tourism having a growing positive impact. Kuranda, a well-known tourism destination with significant visitation as the “Village in the Rainforest” for Skyrail Rainforest Cableway and Kuranda Scenic Railway.

The shire is the food bowl of the tropics, with natural assets and attractions that particularly attract independent 'self-drive' interstate and Queensland travellers, grey nomads, working holiday makers, and day-trippers from the major destinations of Cairns and Port Douglas.

TROPICAL NORTH QUEENSLAND SUB-REGIONS VISITOR BREAKDOWN

The below data reflects strong visitation from **intrastate visitors** to the Mareeba Shire.

TNQ SUB-REGION	TOTAL '000s	INTRASTATE %	INTERSTATE %
Cassowary Coast	202	84	16
Atherton Tablelands	212	85	15
Mareeba Shire	110	83	17
Gulf Savannah	136	70	30
Cape York	167	73	27
Torres Strait NPA	65	66	34
Port Douglas Daintree	372	34	66
Cairns & Northern Beaches	1,195	57	43
Southern Cairns	52	54	46
Total*	2,188	65	35

*Totals do not sum due to double counting of sub-regions visited.

Note: 2019 data is presented to reduce travel restriction distortions 2020-2022.

MAREEBA SHIRE DRIVE VISITOR SNAPSHOT

The below data presents domestic drive visitors on overnight trips (by number of nights and number of stopovers) and daytrips to Mareeba Shire comparing 2009, 2019 and 2022 (YTD Sept).

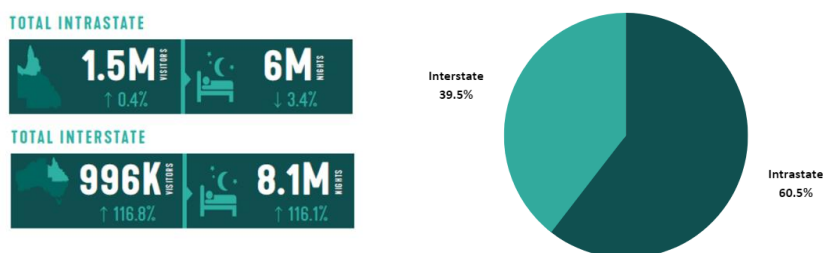
While drawn from a small sample size, the data demonstrates:

- Domestic drive visitors to Mareeba generally stay 1-3 nights (with 1 and 3 nights the most common option)
- If they are making a multi-stop trip, they tend to only spend one night in Mareeba
- Very few visitors are spending longer than a week in Mareeba
- Trend identified: more multi-stop visitors are staying a night in Mareeba during their trip
- Mareeba Shire continues to have a strong day trip visitor market

Domestic Drive Visitors to Mareeba YTD Sept '000s

		2009	2019	2022
1 night	1 stopover	24.41	20.79	20.54
	Multi-stopovers	6.87	10.57	16.36
2 nights	1 stopover	16.99	20.42	13.16
	Multi-stopovers	0.00	6.08	2.63
3 nights	1 stopover	0.00	29.83	25.26
	Multi-stopovers	2.79	7.2	1.89
4 – 7 nights	1 stopover	14.74	5.78	8.41
	Multi-stopovers	0.45	7.84	2.63
8 – 14 nights	1 stopover	0.00	0.00	4.75
	Multi-stopovers	0.00	0.00	0.00
>14 nights	1 stopover	0.00	0.00	0.00
	Multi-stopovers	0.00	0.00	0.00
Day trip		198.00	258.00	198.00

TROPICAL NORTH QUEENSLAND VISITOR SNAPSHOT - Year ending December 2022



The Intrastate market represented 60.5% of domestic visitors to TNQ in 2022, while the Interstate market was smaller, representing 39.5% of visitors, it generated a larger number of visitor nights in the region.



Sources: [TTNQ Fact File](#), [National Visitor Survey](#), [Tourism and Events Queensland Regional Snapshot December 2022](#).

DRIVE VISITOR SNAPSHOT – Year ending June 2022

MARKET	TRAVEL MODE	TOTAL VISITORS
Domestic	Domestic Drive Visitors to TNQ	1,161,000
International	International Drive Visitors to TNQ	11,000
Domestic	Domestic Drive Visitors to QLD	16,589,000

AIR VISITOR SNAPSHOT – Year ending June 2022

MARKET	TRAVEL MODE	TOTAL VISITORS
Domestic	Domestic Air Visitors to TNQ	966,000
International	International Air Visitors to TNQ	30,000
Domestic	Domestic Air Visitors to QLD	4,936,000

Sources: [National Visitor Survey](#), [Tourism Research Australia](#). – Domestic
[International Visitor Survey](#), [Tourism Research Australia](#) – International

MAREEBA LOCAL GOVERNMENT AREA PROFILE 2019

2019 data is presented to reduce travel restriction distortions 2020-2022.

Source: [Tourism Research Australia](#).

LOCAL GOVERNMENT AREA PROFILES, 2019

MAREEBA (S), QLD

AREA POPULATION: 22,730



TOURISM BUSINESSES

	TOTAL	DOMESTIC OVERNIGHT	
Non-employed	109	Interstate	20K
1-4	89	Intrastate	85K
5-19	55		218K
20+	5		
Total	253		

TOP INTERNATIONAL MARKETS

COUNTRY OF RESIDENCE	VISITORS	NIGHTS
New Zealand	np	np
Japan	np	np
Germany	2K	14K

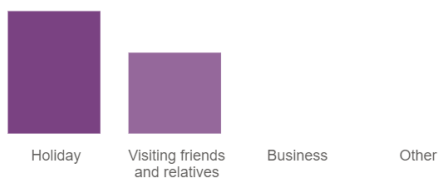


KEY TOURISM STATISTICS FOR MAREEBA (S)

	INTERNATIONAL	DOMESTIC OVERNIGHT	DOMESTIC DAY	TOTAL
Visitors ('000)	12	105	257	373
Nights ('000)	353	312		665
Average nights	30	3		6
Expenditure (M)	\$19	\$32	\$22	\$73
Spend per trip	\$1,633	\$305	\$87	\$197
Spend per night	\$54	\$102		\$77
Spend per night comm accom	\$60	\$136		\$78

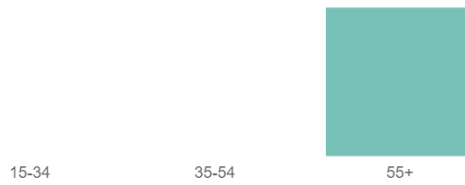
Visitors

	INTERNATIONAL	DOMESTIC OVERNIGHT	DOMESTIC DAY	TOTAL
Holiday	9K	51K	114K	174K
Visiting friends and relatives	np	39K	np	115K
Business	np	np	np	np
Other	np	np	np	np



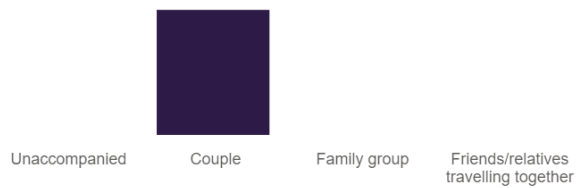
Data based on a four year average from 2016 to 2019.
 'np' = Data is not publishable as the survey error is too high for most practical purposes.

Visitors	INTERNATIONAL	DOMESTIC OVERNIGHT	DOMESTIC DAY	TOTAL
15-34	6K	np	np	np
35-54	np	np	np	np
55+	3K	35K	80K	118K



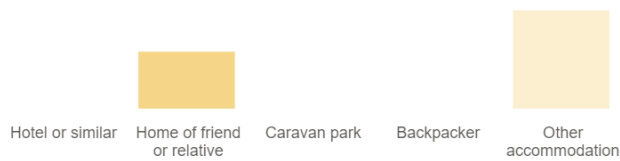
Data based on a four year average from 2016 to 2019.
 'np' = Data is not publishable as the survey error is too high for most practical purposes.

Visitors	INTERNATIONAL	DOMESTIC OVERNIGHT	DOMESTIC DAY	TOTAL
Unaccompanied	6K	np		np
Couple	4K	22K		26K
Family group	np	np		np
Friends/relatives travelling together	np	30K		np



Data based on a four year average from 2016 to 2019.
 'np' = Data is not publishable as the survey error is too high for most practical purposes.

Nights	INTERNATIONAL	DOMESTIC OVERNIGHT	DOMESTIC DAY	TOTAL
Hotel or similar	np	np		np
Home of friend or relative	55K	129K		185K
Caravan park	38K	np		np
Backpacker	np	np		np
Other accommodation	240K	79K		319K



Data based on a four year average from 2016 to 2019.
 'np' = Data is not publishable as the survey error is too high for most practical purposes.

APPENDIX 2

ADVERTISING COSTINGS

PLACEMENT	COST
<p>Drive North Qld Map Includes distribution to 150+ information centres. Trade and consumer shows incl:</p> <ul style="list-style-type: none"> • Qld Caravan and Camping Supershow, • NSW Caravan Camping Holiday Supershow • Victorian Caravan Camping & Touring Supershow • Let's Go Gold Coast Caravan and Outdoor Expo • Cleveland Caravan, Camping, Boating & 4 x 4 Expo. (50,000 annual) 	<p>Full panel: \$4,000.00 Half panel: \$2,200.00</p>
<p>Welcome to Cairns Guide Published twice yearly, March+ September. (75,000 annual)</p>	<p>Full page: \$5,388.00, 2 x issues: \$10,188 Half page: \$3,240.00, 2 x issues: \$5,796</p> <p>Discounts available for payment in-full and multiple product buys.</p>
<p>Welcome to Atherton Tablelands and Gulf Savannah Guide (75,000 annual - September)</p>	<p>Full page: \$5,952.00 Half page: \$3,456.00</p> <p>Discounts available for payment in-full and multiple product buys.</p>
<p>Magazine: Caravanning Queensland ½ page ad</p>	<p>\$6,500.00</p>
<p>Magazine: CMCA Wanderer Magazine and socials Feature 2 - 4 pages + 1/3 page ad.</p>	<p>\$2,500.00</p>
<p>Magazine: Caravanning Australia ¼ print, editorial + digital ads</p>	<p>\$1,800.00</p>
<p>Billboard (Digital display) Cairns CBD, 18hrs/day</p>	<p>\$8,000.00 / month</p>

APPENDIX 3

LTO EXECUTIVE OFFICER JOB DESCRIPTION

As outlined in the LTO Partnership Agreement with Mareeba Shire Council:

The administration work for the LTO delivered by the Mareeba Chamber of Commerce will include.

- i. Schedule and invitations for LTO meetings
- ii. Draft meeting agendas and record meeting minutes
- iii. Record membership of LTO and liaise with TTNQ to facilitate reciprocal membership benefits
- iv. Support and resource the LTO Committee to develop the 12-month Destination Marketing Plan and to negotiate matched funding from TTNQ
- v. Implement the LTO Destination Marketing Plan including:
 - Designing and placing print advertising
 - Engaging and managing contractors for the delivery of digital destination marketing initiatives including search engine marketing (SEM) and social media marketing 5000
 - If required, engaging and managing contractors for developing tourism content for marketing opportunities
 - If required, engaging and managing contractors for content creation and administration of social media platforms for the LTO as decided by the LTO Committee
- vi. Facilitate collaborative marketing opportunities with industry and other local tourism organisations as they arise
- vii. Create and distribute an LTO e-newsletter
- viii. Identify grant funding opportunities and assisting with the preparation of grant applications
- ix. Produce progress and outcomes reports on the operations of the LTO and the Destination Marketing Plan for the LTO Committee, MSC and MCoC with the content and frequency of reporting to be negotiated once the committee is established.

APPENDIX 4

National Thrive 2030 Strategy

THRIVE 2030 is Australia's national strategy for the long-term sustainable growth of the visitor economy, revised March 2023.

Queensland Towards Tourism 2032

A collective plan to set the direction of tourism in Queensland for the next 10 years. It provides an enduring framework to guide the industry and government partnership to deliver long-term growth and success for Queensland tourism. Includes 75 recommendations for Queensland's visitor economy.

Ecotourism Plan for Queensland's Protected Areas 2023 - 2028

The plan strategically aligns with the priorities outlined in Towards Tourism 2032 and provides the framework for ecotourism in protected areas while acknowledging the importance of these areas and the legislative, policy and strategic planning requirements of park management.

Tourism Tropical North Queensland Towards Tourism 2032 - Destination Management Plan

Ten-year plan currently in development process.

Mareeba Shire Tourism Promotion Strategy 2022/25

Kuranda Traders Association Strategic Marketing Plan 2022-2025

Post-covid recovery strategic plan to attract domestic and international visitors to Kuranda.

11 CONFIDENTIAL REPORTS

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012:

11.1 QAO Management Letter - Audit of Asset Management

This matter is considered to be confidential under Section 254 (j) - i of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

12 BUSINESS WITHOUT NOTICE

13 NEXT MEETING OF COUNCIL

14 FOR INFORMATION

14.1 SUMMARY OF NEW PLANNING APPLICATIONS & DELEGATED DECISIONS FOR THE MONTH OF JUNE 2023

Date Prepared: 3 July 2023

Author: Senior Planner

Attachments: Nil

Please see below information.

Summary of new Planning Development Applications and Delegated Decisions for June 2023

New Development Applications					
Application #	Lodgement Date	Applicant/ Address	Property Description	Application Type	Status
MCU/23/0011	14/06/2023	Brigitte Campbell C/- Freshwater Planning Pty Ltd 49 Walsh Street Mareeba	Lot 1 on RP719746	MCU Short-Term Accommodation	Confirmation Stage
MCU/23/0012	26/06/2023	Stelbay Pty Ltd Two Rivers Community School C/- Freshwater Planning Pty Ltd 259 McIver Road Mareeba	Lot 71 on SP292140	MCU Educational Establishment	Application Stage
RAL/23/0005	19/06/2023	Ann Leighton C/- RPS APP Consulting Pty Ltd 229 Randazzo Road Mareeba	Lot 77 on HG470 Lot 148 on HG569	ROL Boundary Realignment	Referral Stage
RAL/23/0006	26/06/2023	Jan Van Niekerk C/- Neil Beck Town Planner 110 Horse Creek Road Mutchilba	Lot 1 on RP723067 Lot 3 on RP723067	ROL Boundary Realignment	Confirmation Stage

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

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

June 2023 (Regional Land Use Planning)

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

Referral Agency Response Decision Notices issued under Delegated Authority					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
CAR/23/0007	5/06/2023	J and J Wayne C/-Northern Building Approvals	110 Malone Road Mareeba	Lot 3 on RP748323	Referral agency response for material change of use - dwelling house (secondary dwelling)
CAR/23/0008	28/06/2023	C and C Iacutone C/-Emergent Building Approvals	4283 Kennedy Highway Mareeba	Lot 18 on SP195707	Referral Agency Response (response before application) for building work assessable against a planning scheme (Class 10a Shed GFA Dispensation)

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
RAL/18/0029	13/06/2023	A & A Salinovic C/- Brazier Motti	Masons Road Kuranda	Lots 6 – 9 on SP319399	4
RAL/22/0014	13/06/2023	H and J Bottcher	91 Pine Close Bibohra	Lots 341 and 342 on SP334791	2

June 2023 (Regional Land Use Planning)