

AGENDA

Wednesday, 6 March 2024

Ordinary Council Meeting

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

Date: Wednesday, 6 March 2024

Time: 9:00am

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
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Nil		
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13		
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Nil

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 February 2024

- 6 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING
- 7 DEPUTATIONS AND DELEGATIONS

8 CORPORATE AND COMMUNITY SERVICES

8.1 REGULATORY FEES AND CHARGES 2024/25

Date Prepared:	21 February 2024					
Author:	Manager Development and Governance					
Attachments:	1. Mareeba Shire Council Animal, Health & Local Laws Fees & Charges 2024/25 J					
	2. Mareeba Shire Council Building, Plumbing & Trade Waste Fees and Charges 2024/25 https://www.charges.com Charges 2024/25					

3. Mareeba Shire Council Advertising Signage Fees & Charges 2024/25 😃

EXECUTIVE SUMMARY

This report presents the proposed fees and charges for the following service areas for consideration and adoption:

- Animal, Environmental Health and Local Laws
- Building, Plumbing and Trade Waste
- Advertising Signage for the Mareeba Industrial Park and Mareeba Aviation Industrial Precinct

The 2024/25 fees and charges for each service area are attached.

RECOMMENDATION

That Council adopts the 2024/25 fees and charges in the schedules for Local Laws, Environmental Health, Building and Plumbing and Signage for the Mareeba Industrial Estate and the Mareeba Airport Industrial Park.

BACKGROUND

The proposed increase in fees for the 2024/25 financial year reflect the general increase in CPI over the last 12 months and takes into account the time and materials used to deliver services.

It has been four (4) years since animal renewals fees have been increased, however Council has listened to recent community feedback calling for a reduction in straying animals. This can be achieved through introducing an animal inspection program, with costs to be offset by the proposed fee increase to register both entire and desexed animals.

A recent comparison of fees with four (4) neighbouring councils, confirms Mareeba Shire's annual dog registrations are mid-range, with a slightly lower fee than two (2) councils and a slightly higher fee than two (2) other councils.

RISK IMPLICATIONS

NIL

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil

Operating

Revenue from fees and charges assist with funding the cost of delivering regulatory services but do not cover the full cost of these services.

Is the expenditure noted above included in the current budget?

The adopted fees and charges will be included in the 2024/25 budget.

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.

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

IMPLEMENTATION/COMMUNICATION

The adopted fees and charges for 2024/25 will be available on the Council website and included in media communications.

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Mareeba Shire Council

Council as part of its budgetary process and under the legislation of the Local Government Act is required to adopt a Schedule of Fees and Charges each year.

Section 97 of Local Government Act 2009 prescribes the circumstances where a Local Government may set a cost-recovery fee. This section also prescribes that a cost-recovery fee must not be more than the cost to the local government of taking the action for which the fee is charged. Costs for services are reviewed annually, with the full cost recovery model applied wherever possible. The cost recovery fees represent the cost recovery fees set by Council at the date of the budget resolution. Council may alter any of the cost recovery fees in this booklet by resolution at any time prior to the next budget resolution. The cost recovery fees in this resolution have been set by reference to specified exemptions from GST determined by the Federal Government under Division 81 of the GST legislation. Council reserves the right to alter the GST status of any cost recovery fee in accordance with any changes made to the Division 81 list. All cost-recovery fees detailed are fixed in accordance with relevant State Government legislation, Council's Local Laws and Council policies.

Animal Management

Where an application fee is paid for an annual approval or annual licence on or after 1 April the fees set for the following financial year are to be used and an extended expiry is to be applied to the particular approval.

Registration

Pro rata calculations to apply to initial dog registration fees (first time registering the dog in the Shire)

- 1st Quarter: 1 April to 30 June Pay full fee but maintain the 15 month registration.
- 2nd Quarter: 1 July to 30 September No fee reduction
- 3rd Quarter: 1 October to 31 December 25% fee reduction
- 4th Quarter: 1 January to 31 March 50% fee reduction

Pups under 6 months	N/A	animal	No charge	
Desexed male/female	(a)	animal/ annum	\$30.00	AM(CD)A 2008 s44 AM(CD)A 2008 s46
Entire male/female	(a)	animal/ annum	\$130.00	AM(CD)A 2008 s44 AM(CD)A 2008 s46
Entire Dog (owned member of a recognised kennel club)	(a)	animal/ annum	\$57.00	AM(CD)A 2008 s44 AM(CD)A 2008 s46
Assistance Dog	N/A	animal/ annum	No charge	
Working Dogs	N/A	animal/ annum	No charge	
Replacement Tag	(d)	tag	\$8.00	AM(CD)A 2008 s44 AM(CD)A 2008 s46

Registration for Regulated Dogs

Applies to dogs classified as Dangerous or Menacing.

Initial Fee	(a)	animal	\$489.00	AM(CD)A 2008 s44 AM(CD)A 2008 s46
Renewal fee	(a)	animal	\$236.00	AM(CD)A 2008 s44 AM(CD)A 2008 s46
Additional regulated sign (1 required at each entry point)	(a)	sign	\$49.00	AM(CD)A 2008 s44 AM(CD)A 2008 s46
Replacement Regulated Dog Tag	(d)	tag	\$16.00	AM(CD)A 2008 s44 AM(CD)A 2008 s46
Replacement cost – Small Regulated Dog Collar	(d)	collar	\$38.00	AM(CD)A 2008 s44 AM(CD)A 2008 s46
Replacement cost – Medium Regulated Dog Collar	(d)	collar	\$42.00	AM(CD)A 2008 s44 AM(CD)A 2008 s46

			Year 24/25	
Name	Cost Recovery	Unit	Fee (incl. GST if applic.)	Legislation
Registration for Regulated Dogs [con	ntinued]			
Replacement cost – Large Regulated Dog Collar	(d)	collar	\$46.00	AM(CD)A 2008 s44 AM(CD)A 2008 s46
Replacement cost – Extra-large Regulated Dog Collar	(d)	collar	\$50.00	AM(CD)A 2008 s44 AM(CD)A 2008 s46
Desexed Animal Refund				
Entire Dog desexed during the year.				
1st Period: 1 April to 30 September	N/A	animal	\$102.00	
2nd Period: 1 October to 31 December	N/A	animal	\$76.00	
3rd period: 1 January to 31 March	N/A	animal	\$50.00	
Impounding of Animals				
Cat & Dog Impounding				
Cats & Dogs – Sustenance fee for care of animal (after 24 hours)	(d)	animal	\$24.00	LGA2009 s262(3)(c)
Cats & Dogs – Sustenance fee for seized dogs per day	(d)	animal	\$24.00	LGA2009 s262(3)(c)
Dogs (Unregistered upon impounding)	(d)	animal	\$107.00	LL2 s29 LGA2009 s97(2)(d)
Must be registered prior to release				
Dogs (Registered upon impounding)	(d)	animal	\$107.00	LL2 s29 LGA2009 s97(2)(d)
Registered dogs will be returned for free the first time the	ney are picked	up by Council		
Cats – Cat or kitten	(d)	animal	\$107.00	LL2 s29 LGA2009 s97(2)(d)
Livestock Impounding				
Stock – One animal	(d)	animal	\$424.00	LL2 s29 LGA2009 s97(2)(d)
Stock – Second and subsequent animals	(d)	animal	\$204.00	LL2 s29 LGA2009 s97(2)(d)
Stock – Sustenance fee for care of animal (after 24 hours)	(d)	animal	Cost	LGA2009 s262(3)(c)
Stock – Contractors, Driving and Transport (per movement)	(d)	impoundment	Cost	LGA2009 s262(3)(c)
Stock – Advertising	(d)	impoundment	Cost	LGA2009 s262(3)(c)
Poultry and Small Stock – One bird	(d)	bird	\$83.00	LL2 s29 LGA2009 s97(2)(d)
Poultry and Small Stock – Second and subsequent bird	(d)	bird	\$16.00	LL2 s29 LGA2009 s97(2)(d)
Poultry and Small Stock – One small stock	(d)	animal	\$83.00	LL2 s29 LGA2009 s97(2)(d)
Poultry and Small Stock – Sustenance fee for care of animal	(d)	animal	Cost	LGA2009 s262(3)(c)
Other				
Hire of stock yards – Up to 7 head	(d)	day	\$110.00	LGA2009 s262(3)(c)

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
Other [continued]				
Hire of stock yards – More than 7 head	(d)	animal / day	\$17.00	LGA2009 s262(3)(c)
Hire of stock yards – Sustenance	(d)	animal / day	Cost	LGA2009 s262(3)(c)
Hire of stock yards – Labour hire	(d)	hour / person	\$78.00	LGA2009 s262(3)(c)
Loan of Dog/Cat Traps	N/A		No charge	
Animal Keeping				
Approval to Keep Excess Dogs – Initial Application	(a)	application	\$107.00	LL1 s8 LGA2009 s97(2)(a)
Approval to Keep Excess Dogs – Renewal Application	(a)	application	\$28.00	LL1 s14 LGA2009 s97(2)(a)
Approval to Keep Excess Stock – Initial Application	(d)	application	\$107.00	LL1 s8 LGA2009 s97(2)(a)
Approval to Keep Excess Stock – Renewal Application	(a)	application	\$28.00	LL1 s14 LGA2009 s97(2)(a)
Amendment of Approval	(a)	application	\$28.00	LL1 s8 LGA2009 s97(2)(a)
Regulated Dog Permit (Restricted Breed) Initial Fee	(a)	application	\$489.00	LGA2009 s97(2)(a) AM(CD)A 2008 s44
Regulated Dog Permit (Restricted Breed) Renewal Fee	(a)	application	\$243.00	LGA2009 s97(2)(a) AM(CD)A 2008 s44

Environmental Health

Where an application fee is paid for an annual approval or annual licence on or after 1 April the fees set for the following financial year are to be used and an extended expiry is to be applied to the particular approval.

Searches

Record Search	(a)	search	\$88.00	LGA2009 s262(3)(c)
Physical Inspection (Sale Search)	(a)	inspection	\$356.00	LGA2009 s262(3)(c)

Food Act

Based on the Priority Classification System for Food Business.

Design & Fit out (without plan assessment)	(a)	application	\$351.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s58
Design & Fit out (with plan assessment)	(a)	application	\$485.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s58
Temporary Food Business (1 event)	(a)	application	\$152.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s52
Application High Risk Food Business	(a)	application	\$859.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s52
Application Medium Risk Food Business	(a)	application	\$690.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s52
Application Low Risk Food Business	(a)	application	\$333.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s52

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
Food Act [continued]				
Application Renewal High Risk Food Business	(a)	application	\$707.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s72
Application Renewal Medium Risk Food Business	(a)	application	\$377.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s72
Application Renewal Low Risk Food Business	(a)	application	\$260.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s72
Application for Restoration of Food Licence	(a)	application	\$114.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s73
Fee will be added to renewal notice for the next financia	l year if not re	ceived by the du	e date.	
Application for Amendment of Food Licence	(a)	application	\$126.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s74
Application for Replacement of Food Licence	(a)	application	\$84.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s154
Inspections – for non-compliance, improvement	(a)	inspection	\$356.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s167
Inspections – by request	(a)	inspection	\$334.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s167
Food Safety Program Accreditation of Program by a Council Food Safety Auditor	(a)	premise	\$832.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s102
Non-Conformance Audit of a Food Safety Program by a Council Food Safety Auditor	(a)	premise	\$449.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s160
Amendment of Accredited Food Safety Program	(a)	premise	\$380.00	LGA2009 s97(2)(a) FA2006 s31 FA2006 s112
Personal Appearance Services				
Design & Fit out (with plan assessment)	(a)	application	\$510.00	LGA2009 s97(2)(a) PH(ICPAS)A 2003 s9 PH(ICPAS)A 2003 s36
Application for Licence	(a)	application	\$502.00	LGA2009 s97(2)(a) PH(ICPAS)A 2003 s9 PH(ICPAS)A 2003 s58
Application for Renewal of Licence	(a)	licence	\$301.00	LGA2009 s97(2)(a)

	(a)	licence	\$301.00	PH(ICPAS)A 2003 s9 PH(ICPAS)A 2003 s9 PH(ICPAS)A 2003 s58		
Application for Restoration of Licence	(a)	licence	\$114.00	LGA2009 s97(2)(a) PH(ICPAS)A 2003 s9		
Fee will be added to renewal notice for next financial year if not received by due date						
Re-inspection non higher risk	(a)	licence	\$252.00	LGA2009 s97(2)(a) PH(ICPAS)A 2003 s9		
Application to Transfer Licence	(a)	licence	\$172.00	LGA2009 s97(2)(a) PH(ICPAS)A 2003 s9 PH(ICPAS)A 2003 s58		

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
Personal Appearance Services [co	ontinued]			
Inspection non higher risk	(a)	licence	\$252.00	LGA2009 s97(2)(a) PH(ICPAS)A 2003 s9
Replacement Licence	(a)	licence	\$84.00	LGA2009 s97(2)(a) PH(ICPAS)A 2003 s9 PH(ICPAS)A 2003 s58
Application for Amendment of Licence	(a)	licence	\$272.00	LGA2009 s97(2)(a) PH(ICPAS)A 2003 s9 PH(ICPAS)A 2003 s58

Local Laws

Accommodation Facilities

Caravan parks – initial	(a)	application	\$489.00	LL1 s8 LGA2009 s97(2)(a)
Caravan parks – renewal	(a)	application	\$351.00	LL1 s14 LGA2009 s97(2)(a)
Camping Grounds – initial	(a)	application	\$489.00	LL1 s8 LGA2009 s97(2)(a)
Camping Grounds – renewal	(a)	application	\$351.00	LL1 s14 LGA2009 s97(2)(a)
Transfer of ownership	(a)	application	\$334.00	LL1 s15 LGA2009 s97(2)(a)

Busking

Application (annual)	(a)	application	\$140.00	LL1 s8 LGA2009 s97(2)(a)
Application to renew	(a)	year	\$107.00	LL1 s14 LGA2009 s97(2)(a)
Application (3 monthly)	(a)	3 monthly	\$39.00	LL1 s8 LGA2009 s97(2)(a)
Public Liability Buskers Insurance	(a)	person	\$16.00	LL1 s14 LGA2009 s97(2)(a)

Commercial Use of Local Government Controlled Areas and Roads (LGCARs) schedule 6

Outdoor dining application	(a)	application	\$323.00	LL1 s8 LGA2009 s97(2)(a)
Outdoor dining renewal	(a)	year	\$193.00	LL1 s14 LGA2009 s97(2)(a)
Goods on footpath application	(a)	application	\$323.00	LL1 s8 LGA2009 s97(2)(a)
Goods on footpath renewal	(a)	year	\$193.00	LL1 s14 LGA2009 s97(2)(a)
Approved Furniture application	(a)	application	No charge	LL1 s8 LGA2009 s97(2)(a)
Approved Furniture renewal	(a)	year	No charge	LL1 s14 LGA2009 s97(2)(a)
Application for Approval – Commercial use LGCARs	(a)	application	\$323.00	LL1 s8 LGA2009 s97(2)(a)

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation			
Commercial Use of Local Governn	nent Cor	ntrolled Ar	eas and Ro	oads (LGCARs)			
schedule 6 [continued]							
Application for Renewal of Approval – Commercial use LGCARs	(a)	year	\$193.00	LL1 s14 LGA2009 s97(2)(a)			
Parks, roads & reserves application	(a)	application	POA	LL1 s8 LGA2009 s97(2)(a)			
Parks, roads & reserves renewal	(a)	year	POA	LL1 s14 LGA2009 s97(2)(a)			
Amendment of Commercial Use of Roads Approval	(a)	application	\$124.00	LL1 s8 LGA2009 s97(2)(a)			
Installation of advertising device – Schedule 8							
Advertising Device Application	(a)	application	\$323.00	LL1 s8 LGA2009 s97(2)(a)			
Advertising Device Renewal Application	(a)	year	\$193.00	LL1 s14 LGA2009 s97(2)(a)			
Recovery of Abandoned Vehicles							
Recovery of abandoned vehicles fee	(d)	vehicle	Cost + \$180.00	LL1 s37 LGA2009 s97(2)(d)			
Release of Impounded Items							
Release of impounded sign	(d)	sign	\$78.00	LL1 s37 LGA2009 s97(2)(d)			
Release of second and subsequent impounded signs	(d)	sign	\$33.00	LL1 s37 LGA2009 s97(2)(d)			
Release of miscellaneous impounded items	(d)	item	Cost + \$79.00	LL1 s37 LGA2009 s97(2)(d)			
Remedial Notices							
Overgrown Properties	(a)	notice	Cost + \$210.00	LL1 s27 LGA2009 s262(3)(c)			
Operation of temporary entertainm	nent eve	nts					
Temporary Entertainment Application fee (expected attendees less than 500 people)	(a)	application	\$323.00	LL1 s8 LGA2009 s97(2)(a)			
Temporary Entertainment Application fee (expected attendees more than 500 people)	(a)	application	\$323.00	LL1 s8 LGA2009 s97(2)(a)			
Temporary Entertainment Assessment fee (expected attendees less than 500 people)	(a)	assessment POA	Cost (POA) + \$328.00 minimum	LL1 s8 LGA2009 s97(2)(a)			
(POA) would be based on direct time spent on the asses	ssment of the	application by C	ouncil and in addi	tion to application fee			
Temporary Entertainment Assessment fee (expected attendees more than 500 people)	(a)	assessment POA	Cost (POA) + \$938.00 minimum	LL1 s8 LGA2009 s97(2)(a)			
(POA) would be based on direct time spent on the asses	ssment of the	application by C		tion to application fee			
Temporary Entertainment Assessment fee (expected attendees more than 500 people) [with live music]	(a)	assessment	POA	LL1 s8 LGA2009 s97(2)(a)			

(POA) would be based on direct time spent on the assessment of the application by Council and in addition to application fee

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
Temporary Parking Permit				
Temporary Parking Permit fee	(a)	application	\$212.00	LL1 s8 LGA2009 s97(2)(a)

applic.)	Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Mareeba Shire Council

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Building

Administration

Inspections

Class 1 and 10 Buildings Inspection – One inspection cost for all locations	(e)	inspection	\$260.00	BA1975 s51(2)
Class 2 – 9 Buildings Inspection – One inspection cost of all locations	(e)	inspection	\$300.00	BA1975 s51(2)
Bonds				
Demolition Bond - Clean-up Bond	N/A	bond	\$1,000.00	
Road Transport Bond (House Removal)	N/A	bond	\$5,000.00	
Siting disponsation (includes report)				

Siting dispensation (includes report)

Assessment	(e)	assessment	\$237.00	BA1975 s51(2)
Inspections x 1 minimum	(e)	inspection	\$0.00	BA1975 s51(2)

Temporary Accommodation Permit

Assessment	(a)	assessment	\$111.00	LL1 s8 LGA2009 s97(2)(a)
Inspections x 1 minimum (If necessary)	(a)	inspection	\$262.00	LL1 s8 LGA2009 s97(2)(a)
Renewal – Assessment	(a)	assessment	\$90.00	LL1 s14 LGA2009 s97(2)(a)

Building Records Search

Building File Information Only	(C)	application	\$60.00	BA1975 s51(2)
Building File Summary and Plans (Residential)	(C)	application	\$155.00	BA1975 s51(2)
Building File Summary and Plans (Commercial)	(C)	application	\$376.00	BA1975 s51(2)
Building File Summary, Plans and Inspection	(C)	application	\$392.00	BA1975 s51(2)

Certificate of Classification

If not previously issued.

Application	(a)	application	POA	BA1975 s51(2)	

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation			
Certificate of Classification [continued]							
Inspections (depending on location) x 1 minimum	(a)	inspection	\$262.00	BA1975 s51(2)			
Hoarding, Scaffolding or Gantry							
Application for approval hoarding, scaffolding or gantry	(a)	application	\$538.00	LL1 s8 LGA2009 s97(2)(a)			
Bond (if applicable – refundable)	(a)	application	\$1,000.00	LL1 s8 LGA2009 s97(2)(a)			

Lodgement Fee (Development Permit)

Private Certifier Lodgement

Class 1 and 10 – Non Commercial – Application	(a)	application	\$197.00	BA1975 s51(2)
Class 2 to 9 – Commercial Developments – Application	(a)	application	\$402.00	BA1975 s51(2)

Plumbing

Compliance Permit

New Plumbing Works

Inspection - one inspection cost for all locations	(e)	inspection	\$215.00	PDA2018 ss164-167

Minor Plumbing works, modification to Existing Plumbing and Drainage

Application	(a)	application	\$111.00	PDA2018 ss164-167
Assessment	(e)	assessment	\$84.00	PDA2018 ss164-167
Inspections x 1 minimum	(e)	inspection	\$215.00	PDA2018 ss164-167

Minor Plumbing Connection (Class 10a Sheds)

Application	(a)	application	\$111.00	PDA2018 ss164-167
Assessment	(e)	fixture – minimum charge \$115	\$23.00	PDA2018 ss164-167
Inspections x 2 minimum	(e)	inspection	\$430.00	PDA2018 ss164-167

Minor Plumbing Connection (Class 10A Sheds - Unsewered)

Application	(a)	application	\$111.00	PDA2018 ss164-167
Assessment	(e)	fixture – minimum charge \$115	\$23.00	PDA2018 ss164-167
Assessment Site and Soil Report	(e)	assessment	\$107.00	PDA2018 ss164-167
Inspection x 2 minimum	(e)	inspection	\$430.00	PDA2018 ss164-167

Town Sewer Connection (Domestic and Commercial)

Application	(a)	application	\$111.00	PDA2018 ss164-167

PDA2018 | ss164-167

\$861.00

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation	
Town Sewer Connection (Domestic and Cor	nmercial)	[continued]			
Assessment	(e)	fixture – minimum charge \$115	\$23.00	PDA2018 ss164-167	
Inspections x 4 minimum	(e)	inspection	\$861.00	PDA2018 ss164-167	
Installation of on-site disposal system (in connection with building permit)					
Application	(a)	application	\$111.00	PDA2018 ss164-167	
Assessment Site & Soil Report	(e)	assessment	\$107.00	PDA2018 ss164-167	
Assessment	(e)	fixture – minimum charge \$115	\$23.00	PDA2018 ss164-167	

Installation of on-site disposal system (as standalone application)

Application	(a)	application	\$111.00	PDA2018 ss164-167
Assessment Site & Soil Report	(e)	assessment	\$107.00	PDA2018 ss164-167
Inspections x 2 minimum	(e)	inspection	\$430.00	PDA2018 ss164-167

inspection

(e)

Shop Fit-Out Commercial

Inspections x 4 minimum

Application	(a)	application	\$111.00	PDA2018 ss164-167
Assessment	(e)	fixture – minimum charge \$115	\$23.00	PDA2018 ss164-167
Inspections x 3 minimum	(e)	inspection	\$646.00	PDA2018 ss164-167

Additional/Alterations to plumbing fixtures - existing drainage connection

Application	(a)	application	\$111.00	PDA2018 ss164-167
Assessment	(e)	fixture – minimum charge \$115	\$23.00	PDA2018 ss164-167
Inspections x 2 minimum	(e)	inspection	\$430.00	PDA2018 ss164-167

Existing Plumbing Works

Replacement of land application area

Application	(a)	application	\$111.00	PDA2018 ss164-167
Assessment Site & Soil Report	(e)	assessment	\$107.00	PDA2018 ss164-167
Inspections x 1 minimum	(e)	inspection	\$215.00	PDA2018 ss164-167

Disconnection from Council Sewer System

Application	(a)	application	\$111.00	PDA2018 ss164-167
Assessment	(e)	assessment	\$107.00	PDA2018 ss164-167
Inspections x 1 minimum	(e)	inspection	\$215.00	PDA2018 ss164-167

Connection to Council sewerage system

Application	(a)	application	\$111.00	PDA2018 ss164-167

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation	
Connection to Council sewerage system	[continued]				
Assessment	(e)	fixture – minimum charge \$115	\$23.00	PDA2018 ss164-167	
Inspections x 2 minimum	(e)	inspection	\$430.00	PDA2018 ss164-167	
Administration					
Provide copy of "as constructed" file	(C)	application	\$23.00	PDA2018 ss164-167	
Amendment to Drainage Plan – Application	(a)	application	\$58.00	PDA2018 ss164-167	
Amendment to Drainage Plan – Assessment	(e)	fixture – minimum charge \$115	\$23.00	PDA2018 ss164-167	
Change of Plumber – Notification	(e)	application	\$67.00	PDA2018 ss164-167	
On Site Sewerage Facility					
Annual Administration Fee	N/A	application	No charge		
Non Compliance Fee	(e)	application	\$112.00	PDA2018 ss164-167	
Non Compliance Fee for water quality test failure and sample analysis	(e)	application	Cost + 0.5 admin	PDA2018 ss164-167	
Inspections x 2 minimum	(e)	inspection	\$430.00	PDA2018 ss164-167	
Concurrence Agency Advice					
On Site Concurrence Agency – Assessment	(e)	assessment	\$107.00	PDA2018 ss164-167	
Back flow prevention device					
Annual Administration Fee	(e)	application	\$75.00	PDA2018 ss164-167	
Non compliance Fee	(e)	application	\$112.00	PDA2018 ss164-167	
Non compliance Fee for water quality test failure and sample analysis	(e)	application	Cost + 0.5 admin	PDA2018 ss164-167	
Inspections x 2 minimum	(e)	inspection	\$430.00	PDA2018 ss164-167	
Plumbing Extension of Time					
Application Fee	(a)	application	\$111.00	PDA2018 ss164-167	
Inspection Fee	(e)	inspection	\$215.00	BA1975 s51(2)	
Temporary Plumbing					
Application Fee	(a)	application	\$111.00	PDA2018 ss164-167	
Inspection Fee	(e)	inspection	\$215.00	BA1975 s51(2)	
Trade Waste					
Applies to initial application fee.					
One Assessment	(e)	assessment	\$160.00	WS(SR)A 2008 s180(1)(a	

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Mareeba Shire Council

Council as part of its budgetary process and under the legislation of the Local Government Act is required to adopt a Schedule of Fees and Charges each year.

Section 97 of Local Government Act 2009 prescribes the circumstances where a Local Government may set a cost-recovery fee. This section also prescribes that a cost-recovery fee must not be more than the cost to the local government of taking the action for which the fee is charged. Costs for services are reviewed annually, with the full cost recovery model applied wherever possible. The cost recovery fees represent the cost recovery fees set by Council at the date of the budget resolution. Council may alter any of the cost recovery fees in this booklet by resolution at any time prior to the next budget resolution. The cost recovery fees in this resolution have been set by reference to specified exemptions from GST determined by the Federal Government under Division 81 of the GST legislation. Council reserves the right to alter the GST status of any cost recovery fee in accordance with any changes made to the Division 81 list. All cost-recovery fees detailed are fixed in accordance with relevant State Government legislation, Council's Local Laws and Council policies.

Advertising Signage

Applies to Mareeba Industrial Estate (MIP) and Mareeba Airport Aviation Industrial Park.

Supply of Blank Sign Panel (one-off fee)	N/A	application	\$65.00	
One (1) year rental on signage space	N/A	application	\$65.00	
Removal of a sign panel by a Council-authorised contractor	N/A	occurrence	\$237.00	
Bond payable for new applications for sign panel	N/A	application	\$300.00	

8.2	COUNCIL POLICY REVIEW
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Date Prepared:	26 February 2024		
Author:	Coordinator Governance & Compliance		
Attachments:	 Councillor Acceptable Requests Policy (Guideline) Code of Conduct for Councillors 		

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) Councillor Acceptable Requests Policy (Guideline) adopted 20 December 2023;
 - (b) Code of Conduct for Councillors adopted 18 March 2020
- 2. Adopts the:
 - (a) Councillor Acceptable Requests Policy (Guideline)
 - (b) Code of Conduct for Councillors.

BACKGROUND

Councillor Acceptable Requests Policy (Guideline)

Purpose

To set out the requirements under the *Local Government Act 2009* (Qld) that must be observed by Councillors when seeking advice or information from an employee.

Summary of amendments

1. Section 4 – omit position Coordinator Health & Local Laws and from Department and position table;

Code of Conduct for Councillors

Purpose

To set out the principles and standards of behaviour expected of the Mayor and Councillors when carrying out their roles, responsibilities and obligations as elected representatives for their communities.

Summary of amendments

1. Section 3.3 para 3, section 3.5 paras 1-3, section 5 – omit complaint category term 'inappropriate conduct', insert term 'conduct breach' to conform with amendments to legislation reflecting same;

- 2. sections 3.6 and 3.7 reformat bullet point series;
- 3. section 6 update statutory instrument formatting

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.



004						
Policy Type	Governance Policy	Version:	4.0			
Responsible Officer	Chief Executive Officer	Date Approved:	06/03/2024			
Review Officer:	Chief Executive Officer	Review Due:	06/02/2028			
Author:	Director Corporate and Community Services	Commencement:	06/03/2024			
1. PURPOSE		•	•			

Councillors Acceptable Requests Policy (Guideline)

This policy (Guidelines) sets out the requirements under the *Local Government Act 2009* (LGA) that must be observed by Councillors when seeking advice or information from an employee.¹

2. SCOPE

This policy applies to all Councillors and employees of Mareeba Shire Council.

3. BACKGROUND

The Mayor and Councillors will from time to time require advice or assistance from the employees of Council to enable them to make a decision and effectively carry out their responsibilities.

The LGA requires that Council must adopt by resolution, Acceptable Requests Guidelines.²

Accordingly, these Guidelines are intended to provide clear guidance to the Mayor, Councillors, CEO and employees about the way in which a Councillor may:

- A. ask a Council employee to provide "advice" to assist the Councillor to carry out his or her responsibilities under the Act;³ and
- B. ask the CEO, subject to any limits prescribed under a regulation, to provide "information" that Council has access to, relating to the local government.⁴

Example of a limit prescribed under a regulation -

A regulation may prescribe the maximum cost to a local government of providing information to a councillor.

The underpinning principles and Councillors' responsibilities under the Act are set out in Sections 4 and 12 respectively. The provisions of these Sections require Councillors to act in the interests of the residents of the local government area, to ensure effective service delivery and to be accountable to the community for the performance of the local government.

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¹ See *Local Government Act 2009* s 170A.

² Ibid s 170A(7).

³ Ibid s 170A(1).

⁴ Ibid s 170A(2).

Councillor Acceptable Requests Policy (Guideline)

4. POLICY STATEMENT

Requests by Councillors for assistance or advice relating to policy or complex matters should be directed to the CEO, relevant Director or Manager.

Councillors should use their judgement in directing their request to the appropriate level. Conversely, it is expected that staff should also use their judgement to advise Councillors if it would be more appropriate for the Councillor's request to be dealt with by another staff member including a more senior staff member.

As a guide, the more complex the issue or where the Councillor request involves significant policy issues, then a Councillor should direct their request to a Manager, Director, or CEO.

For matters other than requests regarding policy or complex matters (see above), in order to carry out their responsibilities a Councillor may request assistance, advice or information from the relevant Council employee on matters that are within that employee's scope of responsibility or knowledge provided that:

- The employee normally provides similar assistance, advice or information to either the public or other employees within Council.
- Any request for advice is made without any direction or pressure as to the conclusion or recommendation of the employee's advice. However, direction as to the layout or level of detail of the advice or information is acceptable.
- The timeframe and methodology for the delivery of the request is reasonable having regard to the complexity of the request and the workload of the employee at the time of the request.

To assist in supporting the acceptable request guidelines Councillors are encouraged in the first instance to
seek advice from the following Delegated Employees:

Department	Position
Office of the Chief Executive Officer	Corporate Communications Officer
	Executive Support Officer
	Senior Executive Support Officer
Corporate & Community Services	Director Corporate & Community Services
	Manager Development & Governance
	Coordinator Planning Services
	Manager Finance
	Manager Information Systems
	Manager Customer & Community Services
	Manager Human Resources
Infrastructure Services	Director Infrastructure Services
	Manager Water & Waste
	Manager Technical Services
	Manager Works
	Manager Assets and Projects

Statutory timeframes apply to requests made to the CEO with response required:

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Councillor Acceptable Requests Policy (Guideline)

- Within 10 buisiness days after receiving the request; or
- If the CEO deems this impractical, within 20 business days after receiving the request.⁵

Note that where a 10 day initial response period is deemed by the CEO to be impractical, notice must be provided to the requestor advising of the reasons for such.⁶

Any Councillor who is unsure about how and when they may approach staff should seek advice from the CEO. Similarly, any staff who is unsure about the appropriateness of a request from a Councillor should seek advice from their Director or the CEO. Any conflicts arising between Councillors and staff resulting from their interactions are to be brought to the attention of the CEO or their Director.

4.1 LIMITS ON REQUESTS TO THE CEO FOR INFORMATION

Requests by Councillors to the CEO for information relating to Council are limited by the Local Government Act as follows:

- Any limit prescribed under a Regulation;⁷ and
- Information:
 - \circ $\;$ That is a record of the regional conduct review panel or tribunal; or
 - If disclosure of the information to the Councillor would be contrary to an order of a Court or tribunal; or
 - That would be privileged from production in a legal proceeding on the ground of legal professional privilege.⁸

5. REPORTING

No additional reporting is required

6. DEFINITIONS

For the purpose of these Guidelines, the following definitions apply:

Act means the Local Government Act 2009.

Advice means an opinion or recommendation offered as a guide to action, conduct etc.

CEO means the Chief Executive Officer.

Decision means a conclusion or resolution reached after consideration.

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⁵ Ibid s 170A(9).

⁶ Ibid s 170A(10).

⁷ Ibid s 170A(2). See also additional caveats at 170A(4)

⁸ Ibid s 170A(4)

Councillor Acceptable Requests Policy (Guideline)

Information/Council Records include letters, reports/documents, facsimiles, attachments, tapes, emails, electronic media, and/or other forms of information including discussions during meetings.

7. RELATED DOCUMENTS AND REFERENCES

Right to Information Act 2009 (Qld) Local Government Act 2009 (Qld) Code of Conduct for Councillors (MSC) Employee Code of Conduct (MSC)

8. REVIEW

It is the responsibility of the Chief Executive Officer 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.

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Policy Type Governance Policy		Version	2.0
Responsible Officer Manager Development and Governance		Date Approved	06/03/2024
Review Officer	Manager Development and Governance	Review Due	06/02/2028
Author	Manager Development and Governance	Commencement	06/03/2024
1. PURPOSE		1	

The Code of Conduct sets out the principles and standards of behaviour expected of the Mayor and Councillors when carrying out their roles, responsibilities and obligations as elected representatives for their communities. By adhering to the behaviours set out below, Councillors will increase public confidence in Local Government and Local Government decisions.

2. SCOPE

This policy applies to the Mayor and Councillors.

3. POLICY STATEMENT

Under section 150D of the *Local Government Act 2009* (the Act), the Minister for Local Government must make a Code of Conduct stating the standards of behaviour for Councillors in the performance of their responsibilities as elected representatives. In addition to this, the Code of Conduct may contain anything the Minister considers necessary for, or incidental to, the standards of behaviour.

Before assuming public office, Councillors must understand and commit to complying with the Local Government principles and obligations of Councillors in accordance with section 169 of the Act, as well as the standards of behaviour set out in this Code of Conduct. All Councillors are required to make a declaration of office under section 169 of the Act. As part of that declaration, Councillors must declare that they will abide by this Code of Conduct.

3.1 THE LOCAL GOVERNMENT PRINCIPLES AND VALUES

The Act is founded on five Local Government principles with which Councillors must comply while performing their roles as elected representatives. These principles are listed below:

- 1. Transparent and effective processes, and decision-making in the public interest
- 2. Sustainable development and management of assets and infrastructure, and delivery of effective services
- 3. Democratic representation, social inclusion and meaningful community engagement
- 4. Good governance of, and by, Local Government
- 5. Ethical and legal behaviour of Councillors and Local Government employees

This Code of Conduct provides a set of values that describe the types of conduct Councillors should demonstrate under each principle. These values are listed below:

- 1. In making decisions in the public interest, Councillors will:
 - make decisions in open council meetings
 - properly inform relevant personnel of all relevant information

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- make decisions in accordance with law and policy
- commit to exercising proper diligence, care and attention
- 2. To ensure that the effective and economical delivery of services, Councillors will:
 - manage rate payer resources effectively, efficiently and economically
 - achieve excellence in service delivery
- 3. In representing and meaningfully engaging with the community, Councillors will:
 - show respect to all persons
 - clearly and accurately explain Council's decisions
 - accept and value differences of opinion
- 4. In exercising good governance, Councillors are committed to:
 - the development of open and transparent processes and procedures
 - keeping clear, concise and accessible records of decisions
- 5. To meet the community's expectations for high level leadership, Councillors will:
 - be committed to the highest ethical standards
 - uphold the system of Local Government and relevant laws applicable

This Code of Conduct also sets out standards of behaviour aimed at helping Councillors understand how the principles and values are put into practice while performing their official duties as elected representatives.

Each standard of behaviour is not intended to cover every possible scenario however they provide general guidance about the manner in which Councillors are expected to conduct themselves.

It is important to note that the principles, values and standards set out in the Code of Conduct are of equal importance.

3.2 STANDARDS OF BEHAVIOUR

This Code of Conduct sets out the standards of behaviour applying to all Councillors (excluding Councillors who are governed under the *Brisbane City Act 2010*) in Queensland. The behavioural standards in the Code of Conduct relate to, and are consistent with, the Local Government principles and their associated values.

The standards of behaviour are summarised as the three Rs, being:

- 1. **RESPONSIBILITIES**
- 2. RESPECT
- 3. REPUTATION

Each standard of behaviour includes, but is not limited to, several examples to guide Councillors in complying with the Code of Conduct when carrying out their role as elected officials. Councillors are to understand and comply with the following standards of behaviour as set out in the Code of Conduct listed below.

3.2.1 Carry out RESPONSIBILITIES conscientiously and in the best interests of the Council and the community

For example, Councillors will at a minimum:

- 1. Attend and participate meaningfully in all Council meetings, briefings, relevant workshops and training opportunities to assist Councillors in fulfilling their roles unless it meets exceptional circumstances and/or prior leave is given.
- 2. Respect and comply with all policies, procedures and resolutions of Council
- 3. Use only official Council electronic communication accounts (e.g. email accounts) when conducting Council business

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- 4. Report any suspected wrongdoing to the appropriate entity in a timely manner
- Ensure that their behaviour or capacity to perform their responsibilities as a Councillor is not impaired by the use of substances that may put them or others at risk while performing their duties (for example, alcohol, illegal drugs or prescribed/non-prescribed and/or restricted substances)
- 6. Cooperate with any investigation being undertaken by the Local Government or other entity

3.2.2 Treat people in a reasonable, just, RESPECTFUL and non-discriminatory way

For example, Councillors will at a minimum:

- 1. Show respect for fellow Councillors, Council employees and members of the public
- 2. Not bully, harass, intimidate or act in a way that the public would reasonably perceive a Councillor's behavior to be derogatory towards other Councillors, Council employees and members of the public
- 3. Be respectful of other people's rights, views and opinions

3.2.3 Ensure conduct does not reflect adversely on the REPUTATION of Council

For example, Councillors will at a minimum:

- 1. When expressing an opinion dissenting with the majority decision of Council, respect the democratic process by acknowledging that the Council decision represents the majority view of the Council
- 2. When making public comment, clearly state whether they are speaking on behalf of Council or expressing their personal views
- 3. Avoid making unnecessary or irrelevant comments or accusations about Councillors or Council employees in order to undermine them or their position
- 4. Ensure behaviour and presentation is appropriate to maintain the dignity of the office of Councillor

3.3 CONSEQUENCES OF FAILING TO COMPLY WITH THE CODE OF CONDUCT

Failure to comply with the standards of behaviour in this Code of Conduct, or other conduct prescribed in this Code of Conduct may give rise to a complaint against a Councillor's conduct and subsequent disciplinary action under the Act.

A complaint about the conduct of a Councillor must be submitted to the Independent Assessor who will assess the complaint and determine the category of the allegation.

In order of most to least serious, the categories of complaint are *corrupt conduct, misconduct, conduct breach* and then *unsuitable meeting conduct*.

3.4 UNSUITABLE MEETING CONDUCT

Under section 150H of the the Act, any conduct by a Councillor, that is contrary to the standards of behavior in the Code of Conduct that occurs <u>within</u> a meeting of Council, (including standing committee meetings), is dealt with as **unsuitable meeting conduct**.

Unsuitable meeting conduct by a Councillor is dealt by the Chairperson of the meeting. It is important that the Chairperson deal with matters of unsuitable meeting conduct locally, and as efficiently and effectively as possible so that Council can continue with their business of making effective decisions in the public interest.

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Note: Chairpersons of meetings are carrying out a statutory responsibility under the Act to manage and lead the meeting. As such, where a Chairperson behaves inappropriately in a meeting this involves a serious breach of the trust placed in them as the Chairperson of the meeting and may be dealt with as misconduct (see below).

3.5 CONDUCT BREACH

Under section 150K of the Act, any conduct by a Councillor that is contrary to standards of behaviour in the Code of Conduct or a policy, procedure or resolution of a Council and is not unsuitable meeting conduct, misconduct or corrupt conduct (i.e. occurs <u>outside of a meeting</u> of Council) is dealt with as *a conduct breach*.

The conduct of a Councillor is also a conduct breach if the conduct contravenes an order by the Chairperson of a meeting of Council for the Councillor to leave the meeting, or is conduct at Council meetings that leads to orders for the Councillor's unsuitable meeting conduct being made on three occasions within a period of one year.

The Independent Assessor is responsible for assessing allegations of a suspected conduct breach. If the Independent Assessor chooses to refer the matter to the Council to deal with, the Council must deal with the matter as quickly and effectively as possible.

3.6 MISCONDUCT

Councillors are required to comply with all laws that apply to Local Governments. This includes refraining from engaging in *misconduct*.

The Independent Assessor is responsible for assessing and investigating instances of suspected misconduct. The Independent Assessor may then refer the matter to the Councillor Conduct Tribunal to be heard and determined.

The conduct of a Councillor is misconduct if the conduct:

- adversely affects, directly or indirectly, the honest and impartial performance of the Councillor's functions or exercise of powers, or
- is, or involves:
 - o a breach of trust placed in the Councillor
 - failure to discharge their responsibilites per the Local Governement Act, including making lawful decisions in meetings.
 - misuse of information or material acquired by the Councillor, whether the misuse is for the benefit of the Councillor or for the benefit or to the detriment of another person
 - a Councillor giving a direction to any Council employee (other than the Mayor giving direction to the Chief Executive Officer and senior executive employees)
 - a release of confidential information outside of the Council
 - failure by a Councillor to report a suspected material personal interest, conflict of interest or perceived conflict of interest of another Councillor, or
- is a failure by the Councillor to comply with:
 - $\circ \quad$ an order made by the Council or Tribunal
 - \circ any acceptable request guidelines of the Council made under section 170A of the Act
 - o the reimbursement of expenses policy of the Council.

The conduct of a Councillor is also misconduct if the conduct leads to the Councillor being disciplined for inappropriate conduct on three occasions within a period of one year, or is conduct that is identified in an order of Council that will be dealt with as misconduct if the Councillor engages in the conduct again.

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3.7 CORRUPT CONDUCT

Corrupt conduct is defined by, and dealt with, under the *Crime and Corruption Act 2001* and must be referred to the Crime and Corruption Commission. For a Councillor, corrupt conduct involves behaviour that:

- adversely affects or could adversely affect the performance of the Councillors responsibilities, and
 - involves the performance of the Councillors responsibilities in a way that:
 - o is not honest or impartial, or
 - $\circ \quad$ involves a breach of the trust placed in the Councillor, or
 - o involves the misuse of information acquired by the Councillor, and
- is engaged in for the purpose of providing a benefit or a detriment to a person, and
- if proven would be a criminal offence.

4. REPORTING

No additional reporting is required

5. DEFINITIONS

Assessor means the Independent Assessor appointed under section 150CV of the LGA

conduct includes—
(a)failing to act; and
(b)a conspiracy, or attempt, to engage in conduct

conduct breach see section 150K of the LGA

investigation policy, refers to this policy, as required by section 150AE of the LGA

LGA means the Local Government Act 2009 (the Act)

local government meeting means a meeting of—(a)a local government; or(b)a committee of a local government.

misconduct see section 150L of the LGA

unsuitable meeting conduct see section 150H of the LGA

6. RELATED DOCUMENTS AND REFERENCES

Councillors Conduct Register (MSC) Crime and Corruption Act 2001 (Qld) Investigations Policy (MSC) Local Government Act 2009 (Qld) Social Media 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 four (4) years or as required by Council.

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8.3 FINANCIAL STATEMENTS PERIOD ENDING 27 FEBRUARY 2024			
Date Prepared:	26 F	ebruary 2024	
Author:		nager Finance	
Attachments:	1.	Budgeted Income Statement by Fund 2023/24 Budget $\underline{\mathbb{U}}$	

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an overview of financial matters for the period 1 July 2023 to 27 February 2024.

RECOMMENDATION

That Council receives the Financial Report for the period ending 27 February 2024.

BACKGROUND

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

For the month ending 27 February 2024, the actual results are in line with the year-to-date budget however, due to the requirements to prepare this report before month end, not all revenue and expenses will be captured in this report.

February 2024 – Snapshot	Actuals YTD	Budget YTD
Total Operating Income	\$ 59,627,673	42,884,488
Total Operating Expenditure	\$ 41,072,342	31,855,966
Operating Surplus/(Deficit)	\$ 18,555,331	11,028,522
Total Capital Income (grants, developer contributions)	\$ 3,821,327	120,000
Net Result - Surplus/(Deficit)*	\$ 22,376,658	11,148,522

* Please note that the actual surplus net result includes capital income. Council is unable to budget for capital grants as it is unknown at the time the budget is prepared.

Actual Operating Income and Expenditure includes all Disaster Recovery Funding Arrangements (DRFA) income and expenses, however the YTD budges does not include any provision for DRFA.

Income Analysis

Total income (inclusive of capital income of \$3,821,327) for the period ending 27 February 2024 is \$63,449,000 compared to the YTD budget of \$43,004,488.

The graph below shows actual income against budget for the period ending 27 February 2024.



Actual Income V Budget Income

	Actual YTD	Budget YTD	Note
Net Rates	19,953,809	19,567,409	1
Utility Charges	19,184,993	18,691,663	1
Special Rates and Charges	334,675	331,117	1
Fees & Charges	1,415,032	1,383,297	
Operating Grants, Subsidies & Contributions	914,538	492,835	
Operating Grants, Subsidies - DRFA	11,571,402	-	2
Interest Received	2,701,706	524,667	3
Works for Third Parties	1,909,651	1,071,217	4
Other Revenue	1,641,867	820,283	5
Capital Income	3,821,327	120,000	6

Notes:

- 1. Rates for the half year ending 31 December 2023 were levied in August. The Rate Notices for the period ending 30 June 2024 were issued 5 February 2024 with the discount date being 8 March 2024. The favourable variance relates to the rates discount, which is only recorded when rate payments are made. As more rate payments are received before discount dates, this variance will reduce.
- 2. Funding for Disaster Recovery Funding Arrangements (DRFA) restoration works which is not budgeted for.

- 3. Favourable variance above budget due to interest rates rising. This interest will be allocated between constrained reserves (developer contributions), waste, water and wastewater funds.
- 4. Favourable due to third party works not budgeted for and RMPC income received. RMPC income budget is allocated equally over 12-month period, however actuals do not reflect the same trend. This will be the same with expenditure.
- 5. Annual invoices have been raised for some rent and leases, however the budget has been apportioned equally over 12 months. Sale of four (4) lots at Mareeba Industrial Park this financial year with gross sales totalling \$606k. These proceeds will go into the MIP reserve to fund future MIP development.
- 6. Some of the grants received are from; Black Summer Bushfire Recovery Grant for Mareeba Water Treatment Plant upgrade, DTMR for Rankin Street and Walsh Street upgrade of intersection and Euluma Creek Road widen and seal, QRA for the Bicentennial Lakes Gravity Main Upgrade and Betterment Works for Gully Upgrades and the Activating Local Council Reef Action Plan.

Expenditure Analysis

Total expenses for the period ending 27 February 2024 is \$41,072,342 compared to the YTD budget of \$31,855,966. The graph below shows actual expenditure against budget for the period ending 27 February 2024.



Actual Expenditure V Budget Expenditure

	Actual YTD	Budget YTD	Note
Employee expenses	10,779,507	12,211,482	1
Materials & Services	11,170,509	11,858,273	2
Other Expenses - DRFA	10,682,241	104,460	3
Depreciation expenses	8,154,865	7,543,643	
Finance & Borrowing costs	285,219	138,108	4

Notes:

- 1. There are no significant issues to report. The reason for the variance in employee expenses is a timing issue for the annual increment, staff absences, vacancies and staff working on capital.
- 2. No issues or significant issues to report. Variances are the result of minor timing discrepancies between budget and actual spend.
- 3. The variance relates to the expenditure incurred for the Disaster Recovery Funding Arrangements (DRFA) restoration works which is not budgeted for. This expenditure is offset against the income to be received.
- 4. The variance is in relation to Stores write offs for various sundry items relating to floating plant and signs, as well as items sold at auction in December.

Capital Expenditure

Total capital expenditure of \$39,291,334 (including commitments) has been spent for the period ending 27 February 2024 against the 2023/24 adjusted annual capital budget of \$64,218,072.



Loan Borrowings

Council's loan balance is \$6,681,776 as at 27 February 2024.
Rates and Charges

The total rates and charges payable as at 27 February 2024 are \$21,545,455 which is broken down as follows:

	27 Febru	uary 2024	28 February 2023	
Status	No. of properties	Amount	No. of properties	Amount
Valueless land	3	95,666	4	75 <i>,</i> 665
Payment Arrangement	8	20,505	55	97,509
Collection House	253	1,581,806	196	1,199,443
Exhausted – awaiting sale of land	5	45,901	6	47,085
Sale of Land	8	82,639	62	944,441
Other (includes current rate notices)	10,009	19,718,938	7,800	14,455,336
TOTAL	10,286	21,545,455	8,123	16,819,479

The Rate Notices for the period ending 30 June 2024 were issued on 5 February 2024 with total rates and charges amounting to \$21,875,586, with discount (due) date being 8 March 2024.

Collection House collected \$91,916 for the month up to the 27 February 2024.

During the month of February, 8 Notice of Intentions were issued for Sale of Land.

Sundry Debtors

The total outstanding for Sundry Debtors as at 27 February 2024 is \$415,270 which is made up of the following:

Current	30 days	60 days	90 + days
\$401,838	\$2,367	\$89	\$10,976
96.77%	0.57%	0.02%	2.64%

Procurement

There were no emergency purchase orders for the month of February 2024.

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

Consc	lidated		
	Actual YTD	Budget YTD	2023/24 Budget
Revenue		40 677 060	40 677 060
Rates and utility charges	41,147,141	40,677,068	40,677,068
Less Discounts and Pensioner Remissions	(1,673,664)	(2,084,880)	(2,084,880)
Net Rates and Utility Charges	39,473,477	38,592,188	38,592,188
Fees and Charges	1,415,032	1,383,297	2,128,351
Operating Grants and Subsidies	646,565	458,168	8,233,196
Operating Grants and Subsidies - DRFA	11,571,402	-	-
Operating Contributions	267,973	34,667	52,000
Interest Revenue	2,701,706	524,667	787,000
Works for Third Parties	1,909,651	1,071,217	1,606,826
Other Revenue	1,641,867	820,284	1,199,625
Total Operating Revenue	59,627,673	42,884,488	52,599,186
Expenditure			
Employee Expenses	10,779,508	12,211,482	18,378,398
Materials and Services	11,170,509	11,858,273	17,460,588
Other Expenses - DRFA	10,682,241	104,460	157,280
Depreciation expense	8,154,865	7,543,643	11,315,475
Finance and Borrowing costs	285,219	138,108	249,000
Total Operating Expenses	41,072,342	31,855,966	47,560,741
Operating Surplus/(Deficit)	18,555,331	11,028,522	5,038,445
Capital Income			
Capital Contributions	633,620	-	-
Capital Grants and Subsidies	4,302,526	-	6,575,000
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	(1,114,819)	120,000	180,000
Total Capital Income	3,821,327	120,000	6,755,000
Net Result	22,376,658	11,148,522	11,793,445

Gen	eral		
	Actual YTD	Budget YTD	2023/24 Budget
Revenue			Duuget
Rates and utility charges	21,833,501	21,858,221	21,858,221
Less Discounts and Pensioner Remissions	(1,673,664)	(2,084,880)	(2,084,880)
Net Rates and Utility Charges	20,159,837	19,773,341	19,773,341
Fees and Charges	934,577	935,544	1,283,965
Operating Grants and Subsidies	628,998	458,168	8,233,196
Operating Grants and Subsidies - DRFA	11,571,402	-	-
Operating Contributions	-	-	-
Interest Revenue	1,842,796	312,000	468,000
Works for Third Parties	1,877,740	1,071,217	1,606,826
Other Revenue	1,449,572	677,617	985,625
Total Operating Revenue	38,464,922	23,227,887	32,350,953
Expenditure			
Employee Expenses	9,533,545	10,873,346	16,362,634
Materials and Services	4,905,277	4,893,702	7,214,824
Other Expenses - DRFA	10,682,241	104,460	157,280
Depreciation expense	5,827,150	5,335,724	8,003,597
Finance and Borrowing costs	231,086	85,034	142,852
Total Operating Expenses	31,179,299	21,292,266	31,881,187
Operating Surplus/(Deficit)	7,285,623	1,935,621	469,766
Capital Income			
Capital Contributions	633,256	-	-
Capital Grants and Subsidies	2,256,581	-	4,314,000
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	(270,178)	120,000	180,000
Total Capital Income	2,619,659	120,000	4,494,000
Net Result	9,905,282	2,055,621	4,963,766

	Actual YTD	Budget YTD	2023/24 Budget
Revenue			
Rates and utility charges	4,601,984	4,560,330	4,560,330
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	4,601,984	4,560,330	4,560,330
Fees and Charges	365,740	371,087	729,386
Operating Grants and Subsidies		-	-
Operating Contributions	53,604	34,667	52,000
Interest Revenue	129,358	28,000	42,000
Works for Third Parties	17,182	-	-
Other Revenue	152,571	126,000	189,000
Total Operating Revenue	5,320,439	5,120,084	5,572,716
Expenditure			
Employee Expenses	160,396	148,061	222,091
Materials and Services	2,863,883	3,413,283	5,116,750
Depreciation expense	145,041	120,096	180,144
Finance and Borrowing costs	-	-	-
Total Operating Expenses	3,169,320	3,681,440	5,518,985
Operating Surplus/(Deficit)	2,151,119	1,438,644	53,731
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	-	-	-
Net Result	2,151,119	1,438,644	53,731

Wast	ewater		
	Actual YTD	Budget YTD	2023/24 Budget
Revenue			
Rates and utility charges	6,127,821	6,070,475	6,070,475
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	6,127,821	6,070,475	6,070,475
Fees and Charges	42,989	40,000	60,000
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	358,184	136,667	205,000
Works for Third Parties	4,071	-	-
Other Revenue	-	-	-
Total Operating Revenue	6,533,065	6,247,142	6,335,475
Expenditure			
Employee Expenses	412,042	445,300	669,805
Materials and Services	1,206,218	1,275,992	1,773,161
Depreciation expense	1,148,832	1,099,435	1,649,153
Finance and Borrowing costs	54,133	53,074	106,148
Total Operating Expenses	2,821,225	2,873,801	4,198,267
Operating Surplus/(Deficit)	3,711,840	3,373,341	2,137,208
Capital Income			
Capital Contributions	364	-	-
Capital Grants and Subsidies	925,846	-	2,261,000
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	(143,514)	-	-
Total Capital Income	782,696	-	2,261,000
Net Result	4,494,536	3,373,341	4,398,208

Budgeted Inc	ome Statement	by Fund 2	023/24 Budget
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W	ater		
	Actual YTD	Budget YTD	2023/24 Budget
Revenue			
Rates and utility charges	8,458,238	8,063,857	8,063,857
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	8,458,238	8,063,857	8,063,857
Fees and Charges	71,726	36,667	55,000
Operating Grants and Subsidies	17,567	-	-
Operating Contributions	-	-	-
Interest Revenue	345,586	48,000	72,000
Works for Third Parties	10,658	-	-
Other Revenue	39,724	16,667	25,000
Total Operating Revenue	8,943,499	8,165,191	8,215,85
Expenditure			
Employee Expenses	673,525	744,774	1,123,868
Materials and Services	2,120,536	2,230,223	3,308,279
Depreciation expense	991,341	949,754	1,424,633
Finance and Borrowing costs	-	-	-
Total Operating Expenses	3,785,402	3,924,751	5,856,778
Operating Surplus/(Deficit)	5,158,097	4,240,440	2,359,079
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	1,120,099	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	(701,127)	-	-
Total Capital Income	418,972	-	-
Net Result	5,577,069	4,240,440	2,359,079

	Actual YTD	Budget YTD	2023/24 Budget
Revenue			
Rates and utility charges	125,597	124,185	124,185
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	125,597	124,185	124,185
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	214,369	-	-
Interest Revenue	25,782	-	-
Works for Third Parties	-	-	-
Other Revenue	-	-	-
Total Operating Revenue	365,748	124,185	124,185
Expenditure			
Employee Expenses	-	-	-
Materials and Services	74,595	45,074	47,57
Depreciation expense	42,501	38,633	57,950
Finance and Borrowing costs	-	-	-
Total Operating Expenses	117,096	83,707	105,524
Operating Surplus/(Deficit)	248,652	40,478	18,661
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	-	-	-
Net Result	248,652	40,478	18,663

9 INFRASTRUCTURE SERVICES

9.1 REEF GUARDIAN COUNCIL PROGRAM 2024 - 2028

Date Prepared:	21 Fe	ebruary 2024
Author:	Tech	nical Officer (QA/Env)
Attachments:	1. 2.	Reef Guardian Council Program MOU 2024 - 2028 🕹 Reef Guardian Council Program Information Sheet 🕹

EXECUTIVE SUMMARY

This purpose of this report is to present the Mareeba Shire Council Reef Guardian Council Program 2024 - 2028.

RECOMMENDATION

That Council endorses Mareeba Shire Council continues the partnership with Reef Guardian Council and sign the Memorandum of Understanding (MOU).

BACKGROUND

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

Mareeba Shire Council renewed its membership in the Reef Guardian program early 2020. Under the Terms of Reference for the program

Benefits of being a Reef Guardian Council

- There is no cost to being a member and there are very little out of pocket expenses for participating in workshops.
- It makes us eligible for specific grants.
- Access to a network of like-minded Council's.
- Capacity building opportunities provided for Council staff to encourage innovation.
- Support to produce and deliver on an action plan that addresses the key threats to the Reef.
- Opportunities to contribute to the network via various face to face and online meetings, workshops, and field trips.
- Support to engage with your catchment community to encourage Reef Stewardship.
- Promotion of Council's environmental initiatives addressing the key threats to the Reef.
- Advocation for further action through the Reef Guardian Council Platform.

For the 2020/2024 Reef Guardian Council program term

Secured Grant Funding

• A Reef Guardian Grant of \$920,000, over a 3-year period for the Barron River Sewer Infrastructure Upgrade.

Lodged

 A grant with the QRA – Queensland Resilience and Risk Reduction Fund 2023/2024, has been lodged for \$3.2 million for the upgrade of the Atherton Street sew pump station, Council's Reef Guardian Action Plan was used for the strategic alignment to apply for this grant.

Involvement by Council

Councils sign a MOU to participate in the program.

Each Reef Guardian Council develops an Action Plan outlining the activities they commit to undertake to help protect the Reef, implements the (voluntary) plan and reports on achievements.

The program includes an Executive Committee providing strategic involvement, and a Working Group for technical and operational staff to network.

The program is also building connections between the Reef Authority and council's communications teams.

Capacity building and networking opportunities such as lunchtime learning sessions, field trips, support to attend training and meetings, are offered throughout the term.

A quarterly newsletter is also produced to showcase Reef Guardian Council initiatives.

The Reef Authority also provides the opportunity for Reef Guardian Council's to connect with and share the wonder of the Reef with their catchment community through twice yearly Virtual Reef Adventures offered through regional libraries in the school holidays.

RISK IMPLICATIONS

Political and Reputational

Reputation risk if the partnership between Council and the Reef Guardian Program is not renewed.

Council would not have an endorsed Reef Guardian Action Plan to use to apply for grant opportunities.

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.

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

Mareeba Shire Council may use the information supplied by the Great Barrier Reef Marine Park Authority as a communication tool for the community. ustralian Government

Great Barrier Reef Marine Park Authority



Reef Guardian Council Program Memorandum of Understanding 2024-2028

Between the Great Barrier Reef Marine Park Authority and Mareeba Shire Council This Memorandum of Understanding (MOU) is made between the following parties:

The Commonwealth of Australia acting through the Great Barrier Reef Marine Park Authority

(Reef Authority)

and

The Mareeba Shire Council (ABN:_____)

(the Council)

(collectively the Parties)

Context

- A. The Reef Authority is responsible for the management of the Great Barrier Reef Marine Park pursuant to section 7(1B) of the *Great Barrier Reef Marine Park Act 1975* (Act).
- B. The Reef Authority has developed the Reef Guardian Council Program (Program) for the purpose of encouraging engagement by Local Government in the protection and management of the Great Barrier Reef Region (pursuant to section 2A(2)(b) of the Act) through education, information sharing and active involvement.
- C. The purpose of this MOU is to document the understanding between the Parties in working cooperatively together to achieve the purpose of the Program.
- D. The Reef Authority has requested that the Council cooperate to achieve the purpose of the Program. The Council has agreed to cooperate with the Reef Authority to achieve the purpose of the Program in accordance with the provisions of this MOU.

Operative Provisions

The parties agree as follows:

1. Definitions

Reef Authority means the Great Barrier Reef Marine Park Authority on behalf of the Commonwealth of Australia.

Act means the Great Barrier Reef Marine Park Act 1975.

Council means the Mareeba Shire Council.

Licence means the licence agreement to use the Reef Guardian Council Trademark, attached at Schedule A to this MOU.

Local Government means a local government established under the *Local Government Act 2009* (QLD).

Marine Park means the Great Barrier Reef Marine Park.

MOU means this Memorandum of Understanding and any attachment, schedule or other annexure to this MOU.

Outlook Report means the Great Barrier Reef Outlook Report as required under *Great Barrier Reef Marine Park Act 1975* (section 54). The Outlook Report aims to provide a regular and reliable means of assessing reef health and management in an accountable and transparent way.

Program means the Reef Guardian Council Program which is the voluntary partnership program developed by the Reef Authority and Local Government to encourage greater engagement.

Reef Guardian Council Terms of Reference 2024–2028 means the document attached as Schedule B to this MOU, or as may be amended from time to time by mutual agreement between the Parties.

Reef Guardian Council Trademark means the Trademark which appears at Attachment 1 to the Licence.

2. Term

2.1 This MOU will commence on the date on which both Parties sign this MOU (or if the Parties do not sign this MOU on the same day, the date the last Party signs this MOU) and ends on the date that the next Queensland local government election is held (which is estimated to be in March 2028) unless terminated earlier under clause 10.

3. Relationship between the Parties

- 3.1 The Parties will work together to facilitate the successful delivery of the Program under this MOU.
- 3.2 Each Party will:
 - a) act in the spirit of cooperation and good faith in the performance of this MOU;
 - b) liaise with the other Party as necessary;

- c) provide all information as specified under the MOU and in a timely manner; and
- d) immediately or as soon as practicable notify the other Party of any matter which will impact the other, relating directly or indirectly to this MOU or anything which this MOU may contemplate;

to ensure that the Parties are able to perform their roles and responsibilities as set out in this MOU.

- 3.3 This MOU is not intended to create legally enforceable obligations between the Parties, except for the provisions of clause 7 (Promotional Material and Intellectual Property), and clause 8 (Disclosure of Information).
- 3.4 Each party is responsible for meeting its own costs of and incidental to this MOU.

4. Responsibilities of the Reef Authority

- 4.1 The Reef Authority will:
 - a) use its best endeavours to consult the Council in any development, review and amendment of the Program; and
 - b) comply with the terms of the Reef Guardian Council Terms of Reference 2024-2028.

5. Responsibilities of the Council

- 5.1 The Council will:
 - a) use its best endeavours to uphold the values and achieve the intended purpose of the Program; and
 - b) comply with the terms of the Reef Guardian Council Terms of Reference 2024–2028.

6. Mutual Responsibilities

- 6.1 The Parties will:
 - a) exchange information, ideas and expertise relevant to the Program throughout the term of this MOU;
 - b) facilitate the exchange of information, ideas and expertise with other Local Government members of the Program;
 - c) cooperate in community education, interpretation and awareness raising in line with the purpose of the Program; and
 - d) seek to form partnerships with other Local Government bodies and Reef catchment bodies with a view to benefiting the Program.

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7. Promotional Material and Intellectual Property

- 7.1 All promotional material provided to the Council by the Reef Authority in connection with the Program remains the property of the Reef Authority (**Promotional Material**).
- 7.2 The Council agree:
 - a) to return all Promotional Material to the Reef Authority within thirty (30) days after termination of this MOU, in accordance with clause 10, or on request by the Reef Authority; and
 - b) that the Promotional Material will only be used for the purposes of the Program in accordance with this MOU.
- 7.3 The Reef Authority will grant to the Council a Licence for the Council to use the Reef Guardian Council Trademark for the purposes of the Program, on the terms set out in Schedule A of this MOU.
- 7.4 The Council agree that the Reef Guardian Council Trademark will be used strictly in accordance with the conditions and restrictions set out in the Licence.

8. Disclosure and Use of Information

- 8.1 The Council authorises the Reef Authority to post on the Reef Authority's website and social media platforms, information provided by the Council in relation to the communication, promotion or reporting of the Program, for the purposes of sharing information between the Council and the wider community.
- 8.2 The Parties agree that any information shared under this MOU will be used, disclosed and stored in accordance with the *Privacy Act 1988* (Cth), and any other statutory requirements and any other policy requirements of each Party.

9. Disputes

9.1 Where an issue arises between the Parties in relation to any matter in this MOU, the nominated contact officers, or their delegates, will meet to attempt to resolve the issue within 28 days. The nominated contact officers for the purpose of this MOU are:

The Reef Authority

General Manager of Strategic Policy and Partnerships the Reef Authority

The Council

Chief Executive Officer of the Council

9.2 Despite the existence of a dispute the Parties agree to continue to perform their roles and responsibilities under this MOU, until the dispute is resolved, unless requested in writing not to do so by the other Party.

10. Variation and Termination

- 10.1 Changes may be made to this MOU by written agreement of both Parties at any time.
- 10.2 Either Party may terminate this MOU at any time, without cause or compensation, by providing at least thirty (30) days written notice to the other party.
- 10.3 Upon a notice of termination being given, each Party will:
 - a) comply with the terms of the notice;
 - b) do everything it reasonably can to minimise any loss it suffers (or may suffer) as a consequence; and
 - c) continue to perform their respective roles and responsibilities under this MOU, if any, that remain after it complies with the notice.

11. Electronic Signatures

11.1 The Parties agree that electronic signatures, whether digital or scanned, shall have the same legal effect as handwritten signatures. Any electronic signature provided by the a Party in connection with this MoU shall be deemed to be an original signature and shall be binding on the Party providing such signature.

SIGNED by the COMMONWEALTH OF AUSTRALIA acting through the GREAT BARRIER REEF MARINE PARK AUTHORITY by its duly authorised delegate:

Signature of Authorised Delegate

Joshua Thomas Full name

06 February 2024

SIGNED for and on behalf of **Mareeba Shire Council** by its duly authorised delegate:

.....

.....

Signature of Authorised Delegate

Full name

Date

Schedule A



Australian Government Great Barrier Reef Marine Park Authority

Peter Franks Chief Executive Officer Mareeba Shire Council

6 February 2024

Dear Mr Franks

Reef Guardian Council Trademark Licence

This letter is to confirm the arrangements between the Commonwealth of Australia acting through the Great Barrier Reef Marine Park Authority, of 280 Flinders St Townsville, Qld 4810 (the Reef Authority) and Mareeba Shire Council

[ACN and address

(Licensee) in relation to use of the Reef Guardian Council trademark (Trademark).

The terms of the licence are set out below.

- This licence commences on and from the date this letter is executed by the Licensee (6 February 2024) and continues until terminated in accordance with clause 8 (Term).
- 2. The Trademark which is the subject of this Licence is set out in Attachment 1.
- 3. The Licensee agrees to only use the Trademark for the purpose of fulfilling its obligations under the *Reef Guardian Council Terms of Reference 2024-2028* as agreed to between the parties in the *Reef Guardian Council Program Memorandum of Understanding* (**MOU**) dated [6 February 2024] (**Purpose**).
- 4. In consideration of the Licensee agreeing to comply with the terms of this agreement, the Reef Authority grants to the Licensee on and from the Commencement Date solely for the Purpose, a non-exclusive, royalty free, revocable and non-assignable licence to use the Trademark during the Term, on the terms set out in this document.
- 5. The Licensee acknowledges and agrees that:
 - (a) The Reef Authority owns the Trademark and all goodwill generated through use of the Trade Mark; and
 - (b) nothing in this document gives the Licensee any rights or interests in the Trademark, other than as Licensee under this document for the Purpose and in accordance with the terms of this document.

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- 6. The Licensee agrees to:
 - (a) use the Trademark, and ensure that its employees, agents and subcontractors use the Trade Mark, only in the form set out in Attachment 1 or in the manner determined by the Reef Authority from time to time;
 - (b) comply with all of the Reef Authority's directions and guidelines concerning the use of the Trademark notified to the Licensee, for example each proposed use, reproduction or copy of the Trademark by the Licensee, must be consistent with the Style Guide and the Reef Guardian Council communication and engagement strategy (as endorsed by the Director of the Reef Authority Reef Education and Engagement Section); and
 - (c) not use the Trademark in a way likely to deceive or cause confusion or prejudice its distinctiveness or value or the Reef Authority's goodwill or reputation.
- 7. The Reef Authority may request, by reasonable written notice, samples of the Licensee's proposed use of the Trademark to ensure that the manner in which the Licensee is using the Trademark is acceptable to the Reef Authority.
- 8. The Reef Authority may terminate this licence by written notice effective immediately if:
 - (a) the Reef Authority provides the Licensee thirty (30) days written notice; or
 - (b) the Reef Authority provides the Licensee seven (7) days written notice of a breach of this licence by the Licensee and:
 - (i) the breach is not remedied by the Licensee within seven (7) days of the written notice; or
 - (ii) the breach is not capable of remedy.
- 9. In the event of expiry or termination of the MOU, this licence will also terminate and the Licensee will forthwith cease using the Trademark.
- 10. This licence will be governed by the laws in force in the State of Queensland and the parties agree to submit to the jurisdiction of the courts of the State of Queensland, Australia.

Please indicate your acceptance of these terms for the grant of licence where indicated below.

Yours Sincerely

Joshua Thomas Chief Executive Officer

_____]

I, _____, an authorised representative of Mareeba

Shire Council [ABN____

agree to the terms of this licence as a legally binding agreement.

Signature of authorised representative

Signature of witness

Full Name

Full Name

Attachment 1

The Trademark



Schedule B

[INSERT TERMS OF REFERENCE]



Reef Guardian

REEF GUARDIAN COUNCIL PROGRAM

A local government alliance to address the key threats to the Great Barrier Reef

The Reef Guardian Council program is a partnership between local government and the Reef Authority which recognises that local and regional approaches are central to protecting and managing the Reef and the communities it supports.

It is the Reef Authority's flagship stewardship program engaging local government in the protection of the Great Barrier Reef.

Contribute to the bigger picture

Local governments are key management partners as many of the threats to the Reef and heritage values arise outside of the Marine Park boundaries and the Reef Authority's jurisdiction.

Councils are directly involved in a myriad of both statutory and non-statutory activities that minimise

impacts, improve values and support the resilience of the Reef, contributing to the Reef 2050 Long-Term Sustainability Plan and the objectives of the *Great Barrier Reef Marine Park Act 1975*.

The Reef Guardian Council program recognises this and celebrates and supports the important role of local government in the protection and management of the Reef catchment region.



Reef Guardian Council members © Commonwealth of Australia (Reef Authority)

REEFAUTHORITY.GOV.AU

Protecting the Reef starts by protecting your patch

Councils undertake a wide range of environmental initiatives that help address the key threats to the Reef. This might include acting to:

- Limit the impacts of climate change contributing to global efforts to reduce greenhouse gas emissions, building capacity to adapt to climate change, and providing community education
- Reduce impacts from land-based activities through waste management, erosion control, planning and development assessment, stormwater and wastewater management, reducing light pollution near sensitive ecosystems, and implementing programs to reduce marine debris entering the Reef
- Protect, rehabilitate and restore habitats vegetation and pest management, restoring and rehabilitating coastal habitats, identifying, prioritising, removing or remediating artificial barriers to water flow and increasing connectivity through fish passages in catchment and estuarine areas
- Reduce impacts from water-based activities

 encouraging and supporting stewardship actions and behaviours to reduce the impact of water-based activities including recreational fishing, raising awareness of the biodiversity and heritage values of the Reef
- Conserve historic and cultural heritage –
 protecting and conserving sites with historic
 and/or cultural heritage values, raising
 awareness of historic and/or cultural heritage
 values
- Support voluntary stewardship providing education, capacity building and developing partnerships to share knowledge and promote stewardship behaviours.

As an example the <u>Climate Change Initiatives</u> <u>Snapshot</u> showcases the collective actions being taken and the thematic reporting the program provides to promote council actions and advocate for support.

Reef Guardian Council program



Douglas Shire Council water treatment plant © Douglas Shire Council



Cassowary Coast Regional Council rubbish collection © Cassowary Coast Regional Council



Livingstone Shire Council Yeppoon Lagoon © Livingstone Shire Council



Hinchinbrook Shire Council fish ladders © Commonwealth of Australia (Reef Authority)

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What are the benefits of being a Reef Guardian Council?

- It's free! And there are very little out of pocket costs for participating in workshops etc. In fact there is some financial support for this
- Access to a network of like-minded councils, and key partners to harness the power of the collective and share knowledge. Check out the current participants <u>here</u>
- Capacity building opportunities provided for council staff to encourage innovation and the uptake of best practices to address the key threats to the Reef
- Support to produce and deliver on an action plan that addresses the key threats to the Reef
- Opportunities to contribute to the network via various face to face and online meetings, workshops and field trips
- Support to engage with your catchment community to encourage Reef stewardship
- Promotion of council's environmental initiatives addressing the key threats to the Reef
- Advocation for further action through the Reef Guardian Council platform.



Turtle at Lady Elliot Island © Commonwealth of Australia (Reef Authority)



Reef Guardian Council annual meeting © Commonwealth of Australia (Reef Authority)

Reef Guardian Council program

3



© Commonwealth of Australia (Reef Authority)

What is involved?

Councils sign a Memorandum of Understanding to participate in the program, which is governed by terms-of-reference.

Each Reef Guardian Council develops an Action Plan outlining the activities they commit to undertake to help protect the Reef, implements the (voluntary) plan and reports on achievements.

The program includes an Executive Committee providing high level strategic involvement, and a Working Group providing an important forum for technical and operational staff to network, build capacity by sharing best practices, and collaborate to find solutions.

The program is also building connections between the Reef Authority and council's communications teams to better enable sharing of Reef protection and sustainability messaging, and promotion of council actions. Capacity building and networking opportunities such as lunchtime learning sessions, field trips, support to attend training and meetings, are offered throughout the term.

A quarterly newsletter is also produced to showcase Reef Guardian Council initiatives, share information and promote activities on the <u>Reef</u> <u>Authority website</u>.

The Reef Authority also provides the opportunity for Reef Guardian Council's to connect with and share the wonder of the Reef with their catchment community through twice yearly Virtual Reef Adventures offered through regional libraries in the school holidays. This also gives councils a chance to promote the actions they're taking in their local government area and engage the audience on various household behaviour change actions.

Want to know more?

Or to discuss the program please contact the Reef Guardian Council team:

gbrmpa.gov.au/our-work/programs-and-projects/reef-guardian-councils reef.councils@gbrmpa.gov.au

(07) 4848 7878



Reef Guardian Council program

9.2 INFRASTRUCTURE SERVICES, CAPITAL WORKS MONTHLY REPORT - FEBRUARY 2024

Date Prepared:	23 February 2024	
Author:	Manager Assets and Projects	
Attachments:	1. 2.	Capital Works Highlights - February 2024 🕹 Capital Works Summary - February 2024 🕹

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 February 2024.

RECOMMENDATION

That Council receives the Infrastructure Services Capital Works Monthly Report for the month of February 2024.

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 2023/24 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

Nil



Project Name: Bicentennial Lakes Revitalisation Project

Program: Parks and Open Spaces

Background

This project will activate the Lakes, breathing life back into the area and surrounds for the enjoyment of our community and visitors.

Scope of Work

The Bicentennial Lakes Project will completely revitalise the Lakes, starting in the southern section between Rankin Street and Keeble Street. In the southern section, the weirs will be removed, and the lakes will be filled to allow for more parkland. A watercourse will remain, although it will be narrower to encourage seasonal rains to flow through into the northern section. Water will no longer stagnate in a series of weirs. The increased parkland will allow for the addition of a playground and outdoor facilities.

Key Features:

- Bulk earthworks to improve the movement of water
- Earthworks to increase parkland in the southern section
- Construction of a playground and pump track
- New toilet facility
- Footpath improvements
- Construction of outdoor facilities

Progress Update

Waterway improvements

Works on hold due to wet weather and wet ground conditions.

Mason Street Playground

Pump Track contractor, Contour Works has mobilised to site and are completing final earthworks preparation following the recent wet weather events.

Playground equipment including a flying fox, hill slides, rope climb net and swing have been delivered and are in storage until ground conditions are suitable for installation. Concrete pathways, seating and picnic shelters are in procurement.

Toilet construction works are continuing including plumbing and connection to sewerage.







Bicentennial Lakes Southern Section New Public Toilet Construction



Bicentennial Lakes Pump Track Site Preparation





Project Name: Hastie/Constance Street Intersection Upgrade

Program: Traffic Facilities

Background

The Constance and Hastie Street intersection in Mareeba was identified for upgrade to improve pedestrian safety. The intersection is used by up to 500 vehicles per hour at school drop off and pick up times and there is also significant morning and afternoon pedestrian traffic associated with school, kindergarten and childcare facilities.

This project provides an improved intersection layout and street lighting which will result in increased pedestrian safety by separating vehicles and pedestrians. This project is jointly funded by the Queensland Government through the School Transport Infrastructure Program and Mareeba Shire Council.

Scope of Work

The scope of work included:

- Demolition of existing island and remove materials;
- Installation of concrete islands to delineate the intersection and assist in narrowing the crossing distance for pedestrians;
- Relocation of the pedestrian crossing, installation of a median island and additional pavement marking; and
- Installation of new street lighting to improve visibility at night.

Progress Update

Practical completion for the civil construction works is complete and Ergon have installed the lighting. Final island painting works are still to be completed.



Hastie Street/Constance Street Intersection Upgrade and Lighting Upgrade







Hastie Street/Constance Street Intersection Upgrade and Lighting Upgrade





Project Name: Kuranda Pedestrian Wayfinding Signage

Program: Streetscapes

Background

As part of the Kuranda Pedestrian Wayfinding Signage Project, the existing artistic directional signage was removed, as their location and function conflicted with the positioning and intent of the new primary wayfinding pillars.

Consultation through the former Kuranda Infrastructure Advisory Group identified that the removed signage should be repurposed as iconic tourism artwork following installation of the new wayfinding signage.

The original artist, Hans Pehl was engaged to complete the refurbishment to ensure the iconic signs were repurposed in keeping with the surrounding wrought iron sculptures.

Scope of Work

The scope of works was to refurbish the artistic wrought iron sign sculptures for installation at two (2) locations (Coondoo St and Centenary Park) to showcase the direction to a range of Australian and international destinations.

Progress Update

The refurbished and updated signs have been installed on Coondoo Street with international capital city destinations and at Centenary Park Kuranda with Australian capital city and iconic tourism destinations.



Centenary Park Kuranda - Australian Destinatons

Coondoo St Kuranda - International Destinatons.





Project Name: Mareeba Water Plant Filtration System Upgrade

Program: Water

Background

As part of the Mareeba Shire Water Strategy, Council has committed to undertaking upgrades to the Mareeba Water Treatment Plant to cater for future growth and ensure that safe and reliable drinking water continues to be supplied to residents and businesses. One of these upgrades is replacement of the ageing filtration system through construction of a new 6-cell filter block.

In addition to its own funds, Council has received grant funding towards upgrade of the Mareeba Water Plant Filtration System through the Queensland Government's Building Our Regions program.

Scope of Works

The scope of works includes:

- Construction of a new filtration system consisting of 6 dual media filters with inlet valve/penstock and magnetic flowmeter
- Construction of small new building to house backwashing system
- Construction of a new backwashing system consisting of backwash pumps, air scour blowers, float switches, backwash control valves, filter to waste capability, connection to existing wastewater handling system and associated pipework and valves
- All necessary valve actuators, motors, drives and instrumentation for automated control of the filters and connection to existing electrical and SCADA control systems
- Modification of existing pipework to connect to new filters
- Earthworks and building approvals
- Commissioning and Testing
- Removal of redundant equipment

Progress Update

Work has continued on construction of the new filter cell modules, with concrete walls for four (4) of the six (6) new cells being completed by the end of February.









Concrete construction of new filter cell modules





Project Name: Mareeba Water Plant Booster Pump Station Project

Program: Water

Background

As part of the Mareeba Shire Water Strategy, Council has committed to undertaking upgrades to the Mareeba Water Treatment Plant to cater for future growth and ensure that safe and reliable drinking water continues to be supplied to residents and businesses.

The upgrading of the existing Mareeba Water Plant Booster Pump Station will achieve two (2) critical elements; to lift the firefighting capacity in the Mareeba Township area as there are significant and ongoing pressure issues on the western side of the township, and to ensure Council meets the minimum required water pressure standards to its residents due to increased residential developments particularly on the eastern side and to the southern side of Mareeba.

Mareeba Water Plant Booster Pump Station Upgrade is funded by the Federal Government through the Black Summer Bushfire Recovery Grants Program (BSBRGP) and Mareeba Shire Council.

Scope of Works

The project will upgrade the clear water pump station at the Mareeba township Kowa Street water treatment plant (WTP). The works to be completed are:

- Structural design and certification of new Mareeba BPS building and associated building services works (HVAC, Fire Protection and Building Hydraulics)
- Procurement of pumps, generators and VSD's;
- Construction of the Booster Pump Station including the provision of pumps, switchboards, generator and surge vessels;
- Connection of the new pump station to existing trunk water infrastructure;
- Site civil, pavements, conduits and drainage, and site reinstatement works;
- Construction of concrete slab mounted surge vessel on inlet to Centenary Park BPS and associated pipework; and
- Commissioning of the Booster Pump Station for Council operation.

Progress Update

Works are progressing well on the Pump Station Building construction:

- Structural steel framing completed.
- Grouting under columns completed.
- Roofing materials delivered to site for roof installation and commenced.
- External staircase and platform supports concreted in.
- Electrical cable tray installation continuing.
- Gantry crane installed, commissioned during February.







Pipe works and site building construction works


Infrastructure Services Capital Works Report Project Highlights – February 2024



Project Name: Mareeba Water Plant Raw Water Pump Station Project

Program: Water

Background

The existing raw water pump station (including electrical controls) is located below the 1-in-100year return river flood level presenting an on-going hazard for Council. The project will upgrade the raw water pump station at the Mareeba Township Kowa Street water treatment plant (WTP) to provide a new kiosk-style electrical control station that is located above the 1-in-100year return flood level, in addition to replacement of the existing pumps with new pumps.

Grant funding for the Mareeba Water Treatment Plant Raw Water Pump Station Upgrade through the Queensland Government Local Government Grants and Subsidies program (LGGSP) and Mareeba Shire Council.

Scope of Works

The scope of works includes:

- Design and specification of new Variable Frequency Drives (VFDs) for control of the new Raw Water pumps
- Design of modifications of existing pipework that may be required to suit installation of the new Raw Water Pumps
- Construction of new electrical MCC for the new Raw Water Pumps, to establish the 1-in-100year flood level and to locate the electrical MCC in an area above this level
- Geotechnical investigation of area proposed for the new MCC
- Manufacturing of the electrical and control cabling for the proposed new pump station installation, from the existing WTP Main Switchboard in the Control Building to the new kiosk MCC and the pumps

Progress Update

Installation of underground electrical conduits has been completed and progress made on the electrical switch room building along with completion of the concrete ground slab.



Civil earthworks and electrical cabling conduits installed along with concrete slab for MCC

Infrastructure Services Capital Works Report Project Highlights – February 2024



Project Name: Footpath Renewal Program – Byrnes Street

Program: Footpaths

Background

An allocation has been provided in the 2023/24 Capital Works Program to a section of footpath along Byrnes Street. The replacement footpath extends from the front of Think Water in Byrnes Street, past Rotary Park and joining an existing footpath that leads to the Granite Creek Bridge.

The existing footpath was generally narrow and was uneven in sections. The renewed footpath will ensure continued safe pedestrian access along this route.

Scope of Works

The scope of works includes replacement of the existing pavers with a new 2-metere wide reinforced concrete footpath.

Progress Update

The works commenced in early February and were completed later in the month. The replacement footpath removed potential trip hazards from uneven pavers and included the installation of root guard and turf.





Footpath Replacement – Byrnes Street, Mareeba

minastructure services capitar works summary keport - residary 2024



roject Code	Project Description	Project Stage	Project Comment
rogram: 01 F	Rural and Urban Roads Reseal Program (R	enewal)	
P0001020	23/24 Reseal & Asphalt Program	Construction	Regional reseal meeting held on 6 February 2024 to reset
			timelines due to recent & ongoing weather events.
P00835	BETTERMENT Co-Contribution	Construction	Contractor engaged, works to commence - weather dependent
rogram: 02 G	Gravel Resheet		
P0001022	23/24 Gravel Resheet Program	Construction	Bolwarra Road re-sheeting completed December 2023.
rogram: 03 L	Jrban Streets		
P0001023	Recovery Way (WTS) Rehab Ch 0.176- 0.272	Not Commenced	Programmed for second half of current financial year.
P0001024	Myola Rd Ch 0.2-3.06	Procurement	Tenders received. Project pushed back until after 2023/24 wet season.
P00791	Hastie/Constance Upgrade (School)	Construction	Primary construction works completed. Minor works to
			ensure crossing compliance and Ergon street lighting
			proposed to be completed in April.
P00795	TIDS 23-27 Herberton/Constance Inter	Design	Anticipate design completion early March 2024. Construction to
			commence mid 2024.
P00797	TIDS 22/23 24/25 Rankin/Walsh St	Design	Quotations for detailed design being invited. Construction to
	R'bout		commence after Herberton/Constance St project.
P00943	Design Only McIver Rd Ch. 0.00-7.20	Design	Design to be completed June 2024.
rogram: 04 F	Rural Roads		
P0000948	TIDS 23/24 Springmount Rd Ch 11.35-	Procurement	Works now expected to start early March 2024,
	12.7		weather permitting.
P0000949	TIDS 23-25 Springmount Rd Ch 6.7-7.55	Procurement	2xNBN pits installed in January. Project construction will commence March, weather permitting.
P00801	TIDS Ootann Rd Section 1&2 Widen &	Procurement	New milestone dates have been set following the Federal
	Seal		Government's approval of the project after the Independent
			Strategic Review. Construction to commence from July 2024
			and completion by November 2025.
rogram: 05 E	Bridges		
P00711	Granite Ck Mba Replace Footbridge	Procurement	Works to be undertaken in March 2024 weather permitting.
	Deck		
P00712	Palm Cl Mba Replace Footbridge Boards	Construction	Works to be undertaken in March 2024 weather permitting.
P00713	Bicentennial Lakes F/bridge Safety Upgr	Procurement	Works to be undertaken in March 2024 weather permitting.
P00839	Bullaburrah Ck Rd C'way Relieving Slab	Not Commenced	Not commenced.
P00840	Clohesy River Barron St Inspect &	Design	Initial investigation complete, design for replacement deck to
D00047	Design		be finalised March 2024.
P00841	Bolton Rd Inspect/Design/Repl Girders	On Hold	Draft Report received, review underway.
P00842	Barron Riv. Bridge Oakforest Rd	Design	Level 3 report received in January 2024 and 5 tonne load limit
	Insp/Des		will remain in place until upgrade completed. Design underway.
P00843	Barron River Cwy Henry H Dr Repl Slabs	Not Commenced	Not commenced.
rogram: 06 [Drainage		
rogram: 06 [P0001021	Drainage 23/24 Minor Culvert & C/ways Program	Construction	Four culvert road crossings installed on Pickford Road in

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Mareeba

Project Code	Project Description	Project Stage	Project Comment
CP00844	MBA Amaroo Drainage Upgrades	Design	Design works will commence as wet season permits. Anticipate
200045		<u> </u>	design completion by end April 2024.
CP00845	MBA Hastings Dr Replace Concrete Pipe	Completed	Project completed December 2023.
CP00938	Tilse Street Upgrade Drainage	Construction	Works impacted by weather, and remediation of wet weather
			damage continued during February. Anticipated completion
			March 2024. weather permitting.
	Traffic Facilities	<u> </u>	
CP0000947	Mareeba Aerodrome Safety & Repairs	Construction	RFQ for the upgrade of firefighting equipment to be called
			early March 2024, with installation to occur prior to end of
CP0000951	Anzac Ave LATM Upgrades	Design	financial year. Design of Neighbourhood Entry Treatments and SAS
			investigations completed. Detailed plans to be finalised and
			works undertaken prior to end of financial year.
			Commencement of Masterplan for Anzac Avenue (TMR to
			Hastings Int) to commence this financial year.
CP0001025	Design Only Byrnes St Accessibility	Planning	Draft CBD Stormwater Masterplan (Phase 2) received. Awaiting
			outcome of grant application for CBD redesign project prior to
Program: 08 P	Parking		progressing further.
CP00715	Borzi Park Mba Carparking Masterplan	On Hold	On hold pending sporting clubs' grant applications.
1 00715	borzi i ark woa carparking wasterplan	on noid	on nois penang sporting class grant applications.
CP00846	MBA Heritage Centre Carpark Extension	Design	Layout Plan and Quantities completed. Engagement to
			commence in April 2024.
Program: 09 F			
CP0001026	23/24 Footpath Renewal Program	Procurement	Replacement of footpath at northern end of Byrnes St
			completed in February. Further renewals to be programmed.
CP0001027	23/24 Footpath Upgrade Program	Planning	Locations to be identified.
Program: 10 P	Parks and Gardens		
CP0001028	Mary Andrews Park Repaint Play Equip	Construction	80% of the required replacements have been completed. Big
			Splash will be installing the last two components when they
			erect the the new play equipment at the Bicentennial Lakes
CP0001029	Kda Com Precinct Parks Upgrade	Planning	Planning to progress in 2024.
CP0001030	Mba-Dim Rd/Mulligan Hwy Intersection	Not Commenced	To be undertaken after March 2024.
CP0001031	Byrnes St Median Hedges (Lloyd- Granite)	Not Commenced	To be undertaken after March 2024.
CP00805	Chillagoe Parks Improvement	Construction	Further delays due to inclement weather conditions. Contractor
	C		advises early March for works to commence.
CP00806	DIM Parks Refresh	Construction	Pump track and fence complete. Swing and seats to be ordered
			with remaining budget.
CP00807	KDA Centenary Park Playground	Construction	Hans Pehl signage refurbished and installed in February.
CP00809	Upgrade MBA Bicentennial Lakes (Southern) D&C	Construction	Toilet Facility at lock up stage with external paint and concrete
1 00003	MDA Dicentenniai Lakes (Southern) D&C		apron complete. Mural artist to start works early March.
			Pump track pad reinstated. Delays due to inclement weather
			events.
CP00817	MBA Byrnes St Medians	Not Commenced	To be undertaken after March 2024.
CP00817 CP00818	MBA Byrnes St Medians MBA Anzac Memorial Pk L'scaping & Safety	Not Commenced Completed	To be undertaken after March 2024. Project completed November 2023.

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Item 9.2 - Attachment 2

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Project Code	Project Description	Project Stage	Project Comment
P00855	MBA Connection Rd/Byrnes St Intersection	Not Commenced	To be undertaken after March 2024.
P00860	KDA Anzac Park Landscaping	Design	Landscaping on hold due to wet weather events.
P00861	KDA Coondoo Street Refurb	Design	On hold pending grant application outcome.
2P00862	KDA CBD Planter Boxes & Gardens	Not Commenced	On hold pending grant application outcome.
CP00865	IRV Bill Newburn Park Refresh	Procurement	Existing hexagonal picnic setting removed and in storage until it can be relocated when weather and contractor availability permits in conjunction with the new picnic shelter installation. Swing set expected to be installed when sand quarry is accessible after wet weather events.
CP00939	Roscommon Park -Renew Exercise	Procurement	Fitness equipment and artificial turf installed.
	Equipment		Shade sail in procurement.
Program: 11 V	Vater		
CP0001032	Chillagoe WTP Construct Storage Shed	Construction	Raised platform delayed due to supply issues. Works to be
			completed weekending 1 March 2024.
CP0001033	Chillagoe WTP Construct Roof over Plant	Construction	Shed kit and Roof over WTP completed. Raised platform
			connecting new and existing sheds to be constructed February.
CP0001034	Ibis Dam Replace Inlet Feed Pipeline	Planning	Stores have ordered materials, once they arrive actual
			installation works will commence.
CP0001035	23/24 WTP Minor Infra Replace	Construction	Various minor projects under way which include the Dimbulah
	Program		WTP chlorination works and Mareeba WTP sludge lagoon
CP0001036	23/24 AC Water Main Replace Program	Construction	concreting. Practical completion issued 19 February 2024. Section under
F0001030		construction	Queensland Rail line not yet complete due to Queensland Rail
			application and approval wait times. Contractor to return once
			received.
CP0001037	23/24 Water Telemetry/SCADA	Planning	W&W along with IT participating in a presentations by iControl
	Upgrades	-	on Ignition Historian and with Parasyn on Canary as the current
			Historian eDNA is at the end of its useful life. Following the
			presentations a decision will be made on which new Historian
			platform for W&W will be acquired.
P0001038	23/24 Retic Valve/Hyd Replace Program	Construction	Works progressing now materials have arrived.
CP0001039	23/24 Retic Smart Meter Replace	Construction	Works on installation of new meters underway and this work
	Program		will progress for some time.
CP00730	Mba WTP Study for Upgrade of WW System	Construction	Estimated completion early to mid 2024.
CP00733	BOR6 MWTP Filtration Upgrade	Construction	Contractor on site with civil excavation and concrete works
			underway. There are some long lead times on equipment
			arrivals though at this stage not expected to hold project up but
		-	will advise as things progress.
CP00824	MBA Clear Water Booster Pump Station	Construction	Contractor has made good progress on civil works, shed slab
			and shed frame constructiuon. There are some very long lead
			times on critical equipment items for this project and will advise
			as things progress but at this stage the project is on schedule.

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Mareeba

Project Code	Project Description	Project Stage	Project Comment
CP00874	MBA WTP Raw Water Pumps & Electrics	Construction	Project work is underway with new electrical switchboard complketed and the arrival of the new pumps, its estimated that the switchboard and electrical cabling will be installed late November through December with internal pump station works to follow.
CP00876	BOR6 22/23 Water Forward Design Program	Design	Original scope of work for MWTP clarifier design completed under budget. Following discussions with State Government, approval has been granted for the residual funds to be allocated to design of the new MWTP clearwater reservoir.
CP00878	MBA Deommision Basalt St Elevated Tank	Construction	This work will be done in conjunction with the commissioning of the booster pump station.
P00879	MBA Decommission Granite Ck Pump Station	Planning	Project cannot commence until the new water booster station project has been commissioned.
P00882	WTP Minor Infrastructure Replacements	Construction	Works were schedule to be completed by end of December, however some critical equipment has not arrived from England and the works will now be completed in February.
CP00883	MBA WTP Clarifier Infra Process Improv.	Design	Original scope of work for MWTP clarifier design completed under budget. Following discussions with State Government, approval has been granted for the residual funds to be allocated to design of the new MWTP clearwater reservoir.
Program: 12 V	Vastewater		
CP0001040	Mba WWTP Purchase Forklift for Blower Room	Design	Project scope has been amended to purchasing a forklift to site constraints notsuitable for a gantry.
P0001041	Mba WWTP Inlet Works Replacements	Construction	New screens ordered and being manufactured, once they're made they'll be shipped to site and installed.
P0001042	Kda WWTP Intet Works Replacements	Construction	New screen being manufactured and once made will be shipped to site and installed.
P0001043	Atherton St Pump Station Refurb	Not Commenced	Project subject to grant funding.
P0001044	Robins St SPS Rising Main Upgrade	Construction	This project being done as a variation to the BiLakes Gravity Sewer Main work.
CP0001046	23/24 WW Telemetry/SCADA Upgrades	Planning	W&W along with IT participating in a presentations by iControl on Ignition Historian and with Parasyn on Canary as the current Historian eDNA is at the end of its useful life. Following the presentations a decision will be made on which new Historian platform for W&W will be acquired.
P0001047	23/24 WW CCTV & Relining Program	Construction	Contracts have just been signed off on and works will commence on the regional program with MSC's section delayed due to inclement weather.
CP0001048	SPS New Standby Generators	Construction	New generators now positioned at relevant pump stations and will be electrically and telemetry connections will be done as soon as practical.
CP0001049	23/24 WW Manhole Rehab/Replace Prog	Construction	Works continuing with some delays due to inclement weather events.
P0001050	Kennedy Hwy PS Control Board Upgrade	Construction	Project under way with the manufacturing of the new switchboard. Once built it can be shipped to site and installed.
P0001051	Mba WWTP Sewer Pump Replacement	Procurement	Supervisor Treatment Operations placed an order for the new pump, once it arrives it will be installed. There is a S12 to 16 week lead time on deliverv.

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Item 9.2 - Attachment 2

minastructure services capitar works summary keport - repruary 2024



Project Code	Project Description	Project Stage	Project Comment
P0001052	23/24 WWTP Minor Infa Renewal	Construction	Works currently underway and should be completed this
	Program		financial year.
P0001053	23/24 WWPS Refurbishment Program	Construction	Working with suitable consultants and suppliers to understand
			the works required at some key SPS's before commencing
			works and councils fabricator completed the upgrading of
			shelters to the pump stations in Kuranda.
P00886	MBA Bi-Lakes Sewer Main Capacity	Construction	Contractor workimg toward having most of the project works
			finalised by 22 December. Final road reinstatement will be don
			in the new vear.
P00889	22/23 MBA Sewer CCTV & Relining	Construction	Relining works are substantially complete. Some minor works
			will need to be finalised then once invoices are received and
			paid proiect can be closed out.
P00894	Minor WW Pump Station	On Hold	Subject to grant funding.
rogram: 13 V	Refurbishments Vaste		
P0001054	23/24 Mba L/Fill Leachate Pump	Planning	An assessment will be done in the November service round on
	Replace		which pumps to replace.
P0001055	23/24 Mba L/Fill PS Pump Replace	Planning	An assessment will be done in the November service round on
		6	which pumps to replace.
P00935	MBA/KDA Transfer Station Security	Construction	Contractor has been engaged and once their equipment arrives
	Improv		the works will commence.
rogram: 15 F	leet		
P0001066	Fleet Replace #14 Grader Caterpillar	Procurement	Delivery Expected 2nd week March 2024
P0001067	Fleet Replace #401 Mini Excavator	Planning	Currently in planning stage.
P0001068	Fleet Replace #619 Job Truck Tipper	Procurement	Truck has been delivered, currently at body fabricators having
			the body built
P0001069	Fleet Replace #1206 Mitsu Pool Vehicle	Procurement	Expected delivery mid March 2024
CP0001070	Fleet Replace #1210 Mitsu Pool Vehicle	Procurement	Vehicle has been order, waiting delivery date
CP0001071	Fleet Replace #1231 Toyota WW	Procurement	Vehicle has been ordered expected delivery date July 2024
CP0001072	Fleet Replace #1313 Nissan Dual Cab	Procurement	Tender evaluation complete, waiting approval to purchase.
CP0001073	Fleet Replace #1402 Mazda Oncall Veh	Procurement	Tender evaluation complete, waiting approval to purchase.
.F0001075		Floculement	render evaluation complete, waiting approval to purchase.
P0001074	Fleet Replace #2055 Mitsu P&G	Procurement	Vehicle ordered, expected delivery July 2024
P00427	GPS Vehicle Management System	In Progress (for	On going of implementing GPS to new and some existing fleet
		the non-	
		infrastructure	
D0004 F		projects)	Described February 2024
P00915	Fleet Replace #675 Crew Cab Tipper	Completed	Received February 2024
P00916	Fleet Replace #623 Crew Cab Tipper	Completed	Received February 2024
	Depots and Council Offices	<u> </u>	
P0001064	Mba Depot Admin Building Refurb	Procurement	RFQ Submissions received. Evaluations complete. Work to commence from March.
P0001065	Mba Depot Stores Mez Floor Safety	Completed	Works practically complete, finalisation of minor outstanding
	Upgr	·	items to be completed
CP00759	Kowa St MSC Depot Emergency	Planning	Will recommence investigations March/April 2024.
	Generator		
		Due en la la la la la la	Dudgetery estimate reactured for works. Detailed suctor to be
CP00940	Kowa St MSC Depot New Fuel Bowser	Procurement	Budgetary estimate received for works, Detailed quotes to be sourced for Bowser Replacement

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Project Code	Project Description	Project Stage	Project Comment
	Community Buildings		
CP0000950	Cedric Davies Hub Disaster Resilience	Construction	Works completed. Variations raised to rectify water damaged
	Up		plasterboard sections throughout.
CP0001056	Chillagoe Hall Septic Modifications	Completed	Works completed 21 February 2024.
P0001057	Mba Aquatic Fac Pump Shed Upgrades	Completed	Fence installed. Project Completed
CP0001059	Mba/Dim Aquatic Condition Assessment	Planning	Condition Assessment scope of works in development. Expect Quotations to be called March/April 2024.
CP0001062	23/24 Amenities Refurbishment	Construction	Painting completed. Epoxy the floors will be completed by
CP0001063	Program Davies Park Lighting Upgrade	Design	March 2024. Waiting on outcome of grant application
2P0001087	0 0 10	0	Blankets and disability chair lift have been installed.
	Aquatic Facilities Equipment	Completed	-
CP0002902	SES SUPPORT Kda SES External Facility	Construction	Shed Kit received. Works to start early March.
CP00749	Aquatic Facility Upgrades & Splash Park	Construction	Emergent electrical works complete.
			Ergon offer pending following electricalengineer assessment and application for increased power capacity into the facility. Allowance is currently 200amps per phase application to increase to 260ampsper phase.
CP00793	MBA Women's Restroom Refurb	Construction	Works will commence March 2024 due to other Capital Works this project has beendelayed.
CP00819	22/23 Shire Toilet Facility Repl Program	Construction	Epoxy the flooring will be completed January 2024.
CP00905	KDA Community Prec. Toilet Refurb	Completed	Painting works completed.
CP00909	KDA Aquatic Cnt 25m Pool Aquaris Upgrade	Procurement	Awaiting receipt of 2nd & 3rd quotes from suppliers, it has proven difficult tosource contractors for works.
CP00941	23/24 Park/Sporting LED Lights Arnold Pk	Design	Quotes to be called for works.
CP00942	22/23 DIM Town Hall A/C/Solar/Lighting	Design	In procurement
Program: 18 N	Ion-Infrastructure Items		
CP0000946	Mba Cemetery New Mausoleum Wall	Construction	Works have recommenced however, due to inclement weather
CP0001058	WAT Cemetery Lawn Plaque on Beam	Not Commenced	continuing works progress has been slow. Work postponed until March 2024, weather permitting
CP0001084	Mba Cemetery New Lawn Beam (x2)	Close Out	Project completed December 2023
CP0001085	Mba Cemetery Expansion Planning	Planning	Investigations into alternative options commencing March 2024.
CP00446	Kuranda New Cemetery	Construction	Cemetery earthworks construction complete. Toilet facility nearing completion. First beam to be installed when weather permits.
CP00932	MBA MIP Expansion	Completed	Delays with consultant providing draft Masterplan.

9.3 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES OPERATIONS REPORT - FEBRUARY 2024

Date Prepared:	23 February 2024
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 February 2024.

RECOMMENDATION

That Council receives the Infrastructure Services, Technical Services Operations Report for February 2024.

BACKGROUND

Technical Services

Design, quality, and investigations:

Investigation activities undertaken in February included:

Activity	Current Requests	Closed Requests
Road Infrastructure Review	56	13
Drainage Investigations	33	10
NHVR Permit Applications	0	8
Traffic Count Surveys	0	9
Parks Investigations	4	0
Miscellaneous e.g. Planning; Local Laws	27	14
Before You Dig Requests	0	0

Soil Laboratory:

Council's Soil Laboratory provides NATA-accredited soil and material testing for internal and external services. Limited testing was undertaken during the January period due to wet weather, testing is anticipated to return to normal levels in February.

<u>GIS</u>

Ongoing improvements to GIS data associated with water, sewerage, roads, underground stormwater, and kerbs asset data sets continues, as information is received from other areas of Council. An internal data improvement project for stormwater assets has resulted in improved asset and condition data within the Mareeba township, with Kuranda township soon to be completed.

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	Prestige Gardens Stage 5-6	Under construction
Mareeba	Emerald End Road and Country Road	Under construction
Mareeba	Catherine Atherton Drive	On-maintenance
Mareeba	Amaroo Stage 13a	On-maintenance
Mareeba	Amaroo Stage 12 – Drainage Infrastructure	On-maintenance
Mareeba	Prestige Gardens Stage 1-4	On-maintenance
Mareeba	7 Haren Street	On-maintenance
Mareeba	Mareeba Roadhouse and Accommodation Park,	On-maintenance -
	Williams Close	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	Far North Queensland Low Pressure Trough, that occurred 1 – 7 February 2022.
	All contracts achieved practical completion prior to end of calendar year (excluding defects), with the exception of Gamboola Crossing bridge which was demobilised prior to wet season, with work on deck units to be undertaken over the wet.
2022	Contract has commenced with works planned for 2024 dry season.
Betterment	
2023 DRFA	Northern and Central Queensland Monsoon and Flooding Event, 20 December 2022 – 30 April 2023.
	QRA have completed the majority of assessments, with tender for construction to be undertaken once full impact of Cyclone Jasper Event understood.
2023 Bushfires	A number of fires within communities have been responded to by QFES, with Council providing support on request, i.e. traffic management, plant engagement, etc.
2023 Cyclone	Declared event December 2023 - 'Tropical Cyclone Jasper, associated rainfall and flooding, 13 – 28 December 2023'. Emergency response activities continue and damage assessments underway.

Facilities

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 sub plans.

Facility maintenance programs, arising from the defect listing, are progressing well with works underway at numerous 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. Although the impacts of Cyclone Jasper continued into January, utilisation was strong across almost all facilities.

Particular note to the improvement of utilisation at Koah Community Hall, Mareeba Sports Hall and the Geraghty Park Hall.



Caravan Parks:

Mareeba Riverside Caravan Park overall tenant numbers were generally consistent with the previous month, however a change in the recorded offering type was recorded, ie; increase in demountable usage with corresponding reduction in powered / unpowered sites.



Dimbulah Caravan Park visitor numbers have varied across categories, but generally remained constant overall. Utilisation numbers for previous year is unavailable for comparison.



Aquatic Centres

Attendance numbers for all facilities were improved against previous months utilisation, which would align with the higher temperatures and school holiday period. The impact of Cyclone Jasper were spread across the December / January period, with extended closure of Kuranda Aquatic facility due to power disruptions.



Vandalism & Graffiti:

During February, one (1) report of vandalism and graffiti were recorded for Council facilities, with annual costs provided below;

Financial Year	Actuals	Comments – February 2024
2015/16	\$ 2,134.00	• Mareeba Council Depot, Kowa Street (vehicle spray painted)
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	
2023/24	\$7,884.72	

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 for the month of February, is not available as the service provider uploads this information the following month.

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.

9.4 INFRASTRUCTURE SERVICES, WATER AND WASTE OPERATIONS REPORT - FEBRUARY 2024

Date Prepared:23 February 2024Author: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 February 2024.

RECOMMENDATION

That Council receives the Infrastructure Services, Water and Waste Operations Report for February 2024.

BACKGROUND

Water and Wastewater Treatment:

All treatment plants are generally performing satisfactorily. Planning to repair damage to Kuranda Water Treatment Plant intake infrastructure which resulted from Cyclone Jasper and ongoing rain is continuing. Wastewater treatment plant volumes have been high due to rainfall and flooding caused by wet weather events.

The wastewater release into the Barron River has now ceased with a temporary solution now in place. Planning for a long-term solution is underway. The various regulators are satisfied with our response to the incident which in now closed out and no further action will be taken.

Connections have been updated with information provided by the Rates Section to correspond with annual KPI reporting. Due to early reporting requirements data is current to 22 February 2024.

Water Treatment	Mareeba	Kuranda	Chillagoe	Dimbulah	Mt Molloy*
Water Plant average daily production (kL)	6,625	752	145	212	110
Number of Connections	4,141	1053	127	246	111
Average daily water consumption per connection (L)	1,600	714	1,143	862	990

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

Wastewater Treatment	Mareeba	Kuranda
Wastewater Plant average daily treatment (kL)	3,945	225
Number of Connections	3,519	356
Average daily inflow per connection (L)	1,121	631

Mareeba Water Treatment Plant Upgrades:

Three (3) critical infrastructure projects at the Mareeba Water Treatment Plant (MWTP) have commenced as part of Council's 10-year Water Strategy:

- MWTP Filtration System Upgrade
- MWTP Raw Water Pump Upgrade
- MWTP Booster Pump Station Upgrade

These projects will increase capacity of the plant and ensure that Council is able to supply safe water to residents and businesses in Mareeba now and into the future. Completion of the upgrades is programmed for mid-2024.

While these works occur at the Mareeba Water Treatment Plant there may be disruptions from time-to-time. As a result, the community has been asked to conserve water and reduce consumption during the upgrades. It may be necessary to introduce water restrictions to enable certainty of water supply to residents.

Water and Wastewater Reticulation:

Council's water reticulation crew attended to two (2) water main breaks, and zero (0) sewer main breaks/chokes this month as at 23 February 2024, 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:

Containers for Change – Kuranda Bag Drop

The Kuranda Containers for Change Bag Drop begun operation on 11 January 2024. Although still in early establishment, some insights have been provided regarding the volumes of eligible containers and fund distribution. New software was installed at the Kuranda Bag Drop on 16 February to better capture data and revenue tracking.

Volume of recycling received is listed below:

19 January 2024 - 4 customers, total \$28.10
1 February 2024 - 25 Customers, total \$456.20
9 February 2024 - 12 customers, total \$110.30
16 February 2024 - 18 customers, total \$120.60

All customers have used their personal scheme IDs to retain funds.

Prior to the Bag Drop installation, the Men's Shed received \$80-\$90 per week. Since the Bag Drop has been installed the average is \$67.70. The Men's Shed still receive product from other local business in Kuranda which totals approximately \$120 per week.

Operationally, there are issues occurring where the customer bags are breaking upon deposit due to impact inside the container. Cairns Recycling are looking to install a slide mechanism on the inside to mitigate this.

The Kuranda Streetscape CRS trial bins were installed on 22 February. Moving forward, quantities and revenue data will be gathered and a report presented back to Council as to the success of the trial.



Waste material collected in Kerbside trucks is transported to the Advanced Resource Recovery Facility (ARRF) in Cairns for processing. Residual waste and waste collected at Transfer Stations is transported to Springmount Waste Facility, and recyclable material is transported to the Material Recovery Facility (MRF) in Cairns for processing.

During February, 450 tonnes of waste was processed through the ARRF, 85.4 tonnes of waste was sent to Springmount Waste Facility and 10 tonnes of domestic items were recycled at the MRF.



Recycling

Residents continue to recycle at the Transfer Stations. During February the highest count of recyclable items received were 644 DrumMuster chemical drums, 127 Metal Items and 114 litres of engine oil.



Transfer Station Waste

Transfer Station dry waste is transported off site to the Springmount Waste Facility. Although not accurately represented due to incomplete data for the month of February a total of 85 tonnes of waste was sent to landfill. Mareeba Transfer Station contributed to 78.9 tonnes to landfill, and Kuranda 6.5 tonnes.



Green Waste

During January, Council received a total of 123.8 tonnes of green waste. Kuranda recorded 10.3 tonnes of green waste from locations registered as being potentially contaminated with Electric Ants. A total of 0.6 tonnes of waste mulch was sold during February.





Illegally Dumped Waste

Council cleaned up 1.4 tonnes of illegally dumped waste during February. Majority of this waste was collected near Mareeba.



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

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

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

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

IMPLEMENTATION/COMMUNICATION

Nil

9.5 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - FEBRUARY 2024

Date Prepared:26 February 2024Author:Manager WorksAttachments:Nil

EXECUTIVE SUMMARY

The purpose of this report is to summarise Council's Transport Infrastructure, Parks and Gardens, TMR Routine Maintenance Performance Contract (RMPC) and Land Protection operational activities undertaken by Infrastructure Services during the month of February 2024.

RECOMMENDATION

That Council receives the Infrastructure Services, Works Progress Report for the month of February 2024.

BACKGROUND

A summary of works completed in February 2024 is provided below.

Transport Infrastructure

General Maintenance

The major activities carried out in February are listed below;

Activity	Area
Slashing	Mareeba, Kuranda, Dimbulah, Julatten, Mt Molloy
Herbicide Spraying	Mareeba, Julatten, Dimbulah
Mowing	Chillagoe, Dimbulah, Almaden

There was no unsealed road grading undertaken during the month due to wet weather events.

Tropical Cyclone Jasper, Associated Rainfall and Flooding

Mareeba Shire Council received advice from the Queensland Reconstruction Authority (QRA) that Disaster Recovery Funding Arrangements (DRFA) has been activated for Tropical Cyclone Jasper, Associated Rainfall and Flooding event.

The event has impacted large portions of the shire particularly in the eastern and northern areas.

At the time of reporting 211 roads within the shire had been allocated Work Orders to temporarily repair damage and maintain access.

From the end of December 2023 to mid-February 2024, Council's Emergent Works Crews have used 94 tonnes of bitumen cold mix and 332 bags of Perma Patch repairing potholes across the shire.



Mt Mulligan Road, Dimbulah

Davies Creek Road, Mareeba



Mt Spurgeon Road, Mt Carbine

Vallely Road, Bilwon



Bakers Road, Mt Molloy

Mt Misery Road, Irvinebank

Customer Requests

Up to the 22 February 2024, the Works Group received 146 Customer Requests (CRs) for the month of February, with 273 resolved (resolved requests include those received prior to February 2024). The table below shows the number of requests lodged per Works Section for the month.

Month	Roads	Parks and Gardens	Pest Management
February	114	27	5

At the time of reporting, the Works Group had 92 open requests.

Requests in relation to Cyclone Jasper and subsequent flooding are now being logged through Council's CR Management platform and are included in the above figures.

TMR Routine Maintenance Performance Contract (RMPC)

32A - Kennedy Highway (Cairns – Mareeba)

• Rest Area Servicing - Edmund Kennedy Bridge

34B – Mulligan Highway (Mt Molloy – Lakeland)

- Rest Area Servicing 34B Rifle Creek, includes toilet cleaning, mowing and brush cutting
- Roadside Litter Collection 34B Rifle Creek, Mt Carbine Truck Stop and Bobs Lookout
- Herbicide spraying entire length of road including around signs, guideposts and guardrail

653 – Mossman-Mt Molloy Road

- Roadside Litter Collection Hunter Creek, Environ Park and Lyons Park
- Rest Area- Toilet Servicing Hunters Creek
- Herbicide spraying entire length of road including around signs, guideposts and guardrail
- Emergent Works Clean-up of ongoing landslips on Rex Range after heavy rainfall following cyclone Jasper
- Emergent Works Replace and straighten cams that were damaged in cyclone Jasper
- Emergent Works Hire of Traffic Control Services, for signs, traffic lights and water filled barriers for Rex Range after cyclone Jasper

664 – Mareeba-Dimbulah Road

- Clean surface drains both sides of road between Kerribee Park and Springs Road turn-off
- Herbicide spraying entire length of road including around signs, guideposts and guardrails
- Emergent Works Pothole patching at various locations as required as a result of cyclone Jasper

89B – Burke Developmental Road (BDR)

- Eureka Creek Rest Area Servicing including mowing whipper snipping and litter removal
- Herbicide Spraying Dimbulah to Almaden. Entire length of road including around signs, guideposts and guardrail
- Formation grading Almaden gravel section Ch 591.644 to Ch 588.114
- Rural slashing Dimbulah to Eureka Creek

89B – Burke Developmental Road (BDR)

- Eureka Creek Rest Area Servicing including mowing, brush cutting and litter removal
- Road inspections and emergent works data collection

6632 – Herberton – Petford Road

- Callout to clean drains and remove silt from roadway
- Road inspections and emergent works data collection

Parks and Open Spaces

With the onset of the wet season, parks in Mareeba, Dimbulah, Kuranda, Mt Molloy, Julatten and Chillagoe are now on fortnightly schedules with sporting fields in Mareeba being mowed twice weekly.

Contractors have been engaged to mow Biboohra township, Irvinebank and Watsonville cemeteries, the Rail Trail and Shaban, Mooraridgi and Eales Parks. A forestry mulcher has completed the vegetation management that Council mowers cannot access between Stewart Street and the northern lakes, including the Casey Street reserve in Mareeba.

Activities undertaken in February include:

- Hedging and weeding
- Replaced Baby seat at Centenary Park Kuranda
- Meet volunteers and carry out safety inductions for the Mareeba Library Garden Group
- Tree trimming on scheduled school bus runs and to allow Australia Post to get access to several residential mail boxes
- Burials (including wall internments) Mareeba x 7, Kuranda x 2, Dimbulah x 2

Land Protection

1. **Parthenium Weed:** Inspections carried out on 13 sites. All landholders are complying with their biosecurity obligation. Officers continue to monitor one (1) site every two (2) weeks with the other 12 every three (3) weeks.

2.

3. **Giant Rats Tail Grass:** Roadside spraying of giant rats tail grass (GRT) on Gouncil roadsides using a selective herbicide was completed from Dimbulah, Mt Molloy and Koah back to Mareeba. 4.

5. **Electric ants:** Sentinel site surveys for electric ants at Council transfer stations was undertaken by officers during February. Samples were collected and supplied to Biosecurity Queensland. No suspicious samples were collected. Biosecurity Queensland check all samples under a microscope to confirm if samples are negative or positive. Historically, Kuranda transfer station is the only site to return with a positive sample. Once a positive sample has been located, Biosecurity Queensland bait the site and survey again to confirm if baiting was successful. 6.

7. **TMR Works:** Roadside treatment of identified weeds on sections of the state-controlled road network in Mareeba Shire. The Kennedy Highway between Kuranda and Mareeba (32A) and Mareeba and Walkamin (32B) has been treated for Giant Rats Tail Grass and Lantana. The Mulligan Highway from Mareeba to Mt Molloy (34A) has also been treated for Giant Rats Tail Grass and Lantana.

8.

9. **Feral Pigs:** Land holders were given advice on baiting, shooting and trapping. Presently Council has one (1) Trap on loan to landholder in the Chewko area and one (1) trap on loan in the Mutchilba area.

10.

11. **Wild dogs:** Several landholders have been given advice on wild dog management and traps are on loan to landholders in the Walkamin and Watsonville areas.

12.

13. **Environmental assessment of waterways:** Assessments of environmental damage caused by recent floods have continued in the Kuranda, Julatten, Mutchilba and Mareeba areas.

14.

FINANCIAL AND RESOURCE IMPLICATIONS

Operating

All operational works are funded by the section specific 2023/24 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.

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

IMPLEMENTATION/COMMUNICATION

Nil

10 CONFIDENTIAL REPORTS

Nil

- **11 BUSINESS WITHOUT NOTICE**
- **12** NEXT MEETING OF COUNCIL
- **13** FOR INFORMATION

Nil