



AGENDA

Wednesday, 19 June 2024

Ordinary Council Meeting

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

Date: Wednesday, 19 June 2024

Time: 9:00am

Location: Council Chambers

**Peter Franks
Chief Executive Officer**

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- 1 MEMBERS IN ATTENDANCE**
- 2 APOLOGIES/LEAVE OF ABSENCE/ABSENCE ON COUNCIL BUSINESS**
- 3 BEREAVEMENTS/CONDOLENCES**
- 4 DECLARATION OF CONFLICTS OF INTEREST**
- 5 CONFIRMATION OF MINUTES**
Ordinary Council Meeting - 15 May 2024
- 6 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING**
- 7 DEPUTATIONS AND DELEGATIONS**

8 CORPORATE AND COMMUNITY SERVICES

8.1 D, D, M, B, P & P LAVERS - RECONFIGURING A LOT - SUBDIVISION (1 LOT INTO 2 LOTS) - LOT 2 ON SP261006 - 104 HENRY HANNAM DRIVE, MAREEBA - RAL/24/0001

Date Prepared: 23 April 2024

Author: Coordinator Planning Services

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

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	D, D, M, B, P & P Lavers	ADDRESS	104 Henry Hannam Drive, Mareeba
DATE LODGED	16 February 2024	RPD	Lot 2 on SP261006
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot – Subdivision (1 lot into 2 lots)		
FILE NO	RAL/24/0001	AREA	148.2 hectares
LODGED BY	U&i Town Plan	OWNER	D, D, M, B, P & P Lavers
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Rural zone		
LEVEL OF ASSESSMENT	Impact Assessment		
SUBMISSIONS	Three (3)		

EXECUTIVE SUMMARY

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

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

The application proposes to subdivide rural zoned land into two (2) lots with areas of 11.93 hectares and 136.27 hectares respectively.

The application and supporting material has been assessed against the Mareeba Shire Council Planning Scheme 2016 and is in conflict with multiple provisions of the Strategic Framework, Rural zone code, Agricultural land overlay code and Reconfiguring a lot code.

The basis of the conflict is the creation of an additional rural zoned lot (proposed Lot 1) with an area less than 60 hectares.

It is recommended that the application be refused.

OFFICER'S RECOMMENDATION

1. That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	D, D, M, B, P & P Lavers	ADDRESS	104 Henry Hannam Drive, Mareeba
DATE LODGED	16 February 2024	RPD	Lot 2 on SP261006
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot – Subdivision (1 lot into 2 lots)		

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

Refused by Council for reasons set out in (B).

(A) REFUSED DEVELOPMENT: Development Permit for Reconfiguring a Lot – Subdivision (1 lot into 2 lots)

(B) ASSESSMENT MANAGER'S REASONS FOR REFUSAL:

1. The proposed development is in conflict with the following aspects of the Strategic Framework:

3.3 Settlement pattern and built environment

3.3.1 Strategic outcomes

- (5) Primary industries in *Rural areas* are not compromised or fragmented by incompatible and/or unsustainable development, including but not limited to subdivision that results in a detrimental impact on rural productivity or fragments rural land. The valued, relaxed rural lifestyle, character and scenic qualities of the *rural area* are preserved and enhanced. The *rural area* is largely maintained to its current extent, while accommodating development directly associated with or reliant on natural resources including rural activities and tourism. *Rural areas* protect the shire's *agricultural area* and ensure food security. *Other rural areas* predominantly remain agricultural grazing properties.
- (9) New subdivisions which propose lots less than the minimum lot size of 60ha are not supported within the Rural zone, except for where:
- (a) The subdivision results in no additional lots (boundary realignment) and does not create an additional *rural lifestyle* lot or *rural residential purposes* lot; or
- (b) The subdivision is limited to one additional lot created to accommodate a *public reconfiguration purpose*.

3.3.11 Element – Rural areas

3.3.11.1 Specific outcomes

- (2) Land in *rural areas* is maintained in large lot sizes, to ensure that regional landscape and rural production values are not compromised by fragmentation, alienation or incompatible land uses. Subdivision of land is not supported on lots less than 60ha in the Rural zone except for where:
 - (a) The subdivision results in no additional lots (boundary realignment) and does not create an additional *rural lifestyle* lot or *rural residential purposes* lot; or
 - (b) The subdivision is limited to one additional lot created to accommodate a *public reconfiguration* purpose.
- (6) *Agricultural areas* will be retained in large holdings (60ha or greater) and not fragmented or compromised by unsuitable development. Uses and development within this precinct will not cause land use conflicts with primary production or will ensure these conflicts are mitigated.
- (7) *Rural areas* preserve lands for future uses beyond the life of the planning scheme.

3.6 Transport and infrastructure

3.6.1 Strategic outcomes

- (12) Subdivision of land in the Rural zone to create lots less than 60ha is not consistent with facilitating appropriately sequenced and coordinated development, except for where:
 - (a) The subdivision results in no additional lots (boundary realignment) and does not create an additional *rural lifestyle* lot or *rural residential purposes* lot; or
 - (b) The subdivision is limited to one (1) additional lot created to accommodate a *public reconfiguration* purpose.

3.7 Economic development

3.7.2 Element – Rural and Agricultural land

3.7.2.1 Specific outcomes

- (1) *Agricultural areas* are preserved for the purpose of primary production and are protected from fragmentation, alienation and incompatible development.

- (2) *Other rural areas* are maintained in economically viable holdings and continue to develop and expand their rural infrastructure and operations.
 - (5) Development ensures rural activities in all *rural areas* are not compromised by incompatible development and fragmentation.
- 2. The proposed development conflicts with Overall outcome (3)(a) and Performance outcome PO9 of the Rural zone code:
 - (a) Areas for primary production and other rural activities are conserved and not fragmented below 60ha unless for a public reconfiguration purpose;

PO9 - Rural uses

Areas for use for primary production and rural activities are conserved and protected from fragmentation, alienation and degradation.

- 3. The proposed development conflicts with Overall outcome (2)(a) and Performance outcomes PO3 and PO6 of the Agricultural land overlay code:
 - (a) The alienation, fragmentation or reduction in primary production potential of land within the 'Class A' area or 'Class B' area is avoided, except where:
 - (i) an overriding need exists for the development in terms of public benefit,
 - (ii) no suitable alternative site exists; and
 - (iii) the fragmentation or reduced production potential of agricultural land is minimised;

PO3

Development in the 'Class A' area or 'Class B' area identified on the Agricultural land overlay maps (OM-001a-n):

- (a) ensures that agricultural land is not permanently alienated;
- (b) ensures that agricultural land is preserved for agricultural purposes; and
- (c) does not constrain the viability or use of agricultural land.

PO6

Any Reconfiguring a lot in the 'Class A' area, 'Class B' area or the 'Broad hectare rural' area identified on the Agricultural land overlay maps (OM-001a-n), including boundary realignments, only occurs where it:

- (a) improves agricultural efficiency;
- (b) facilitates agricultural activity; or
- (c) facilitates conservation outcomes; or
- (d) resolves boundary issues where a structure is built over the boundary line of two (2) lots.

4. The proposed development conflicts with Overall outcome (2)(i) and Performance outcome PO1.1 of the Reconfiguring a lot code:
 - (i) Subdivision within the Rural zone maintains lots equal to or larger than 60ha, except for where:
 - (a) The subdivision results in no additional lots (boundary realignment) and does not create an additional *rural lifestyle* lot or *rural residential purposes* lot; or
 - (b) The subdivision is limited to the creation of one additional allotment to accommodate a *public reconfiguration purpose*;
- PO1.1 – Area and frontage of lots – Rural zone**
No lots are created with an area of less than 60ha, except for where:

 - (a) The subdivision results in no additional lots (boundary realignment) and does not create an additional *rural lifestyle* lot or *rural residential purposes* lot; or
 - (b) The subdivision is limited to the creation of one additional allotment to accommodate a *public reconfiguration purpose*.

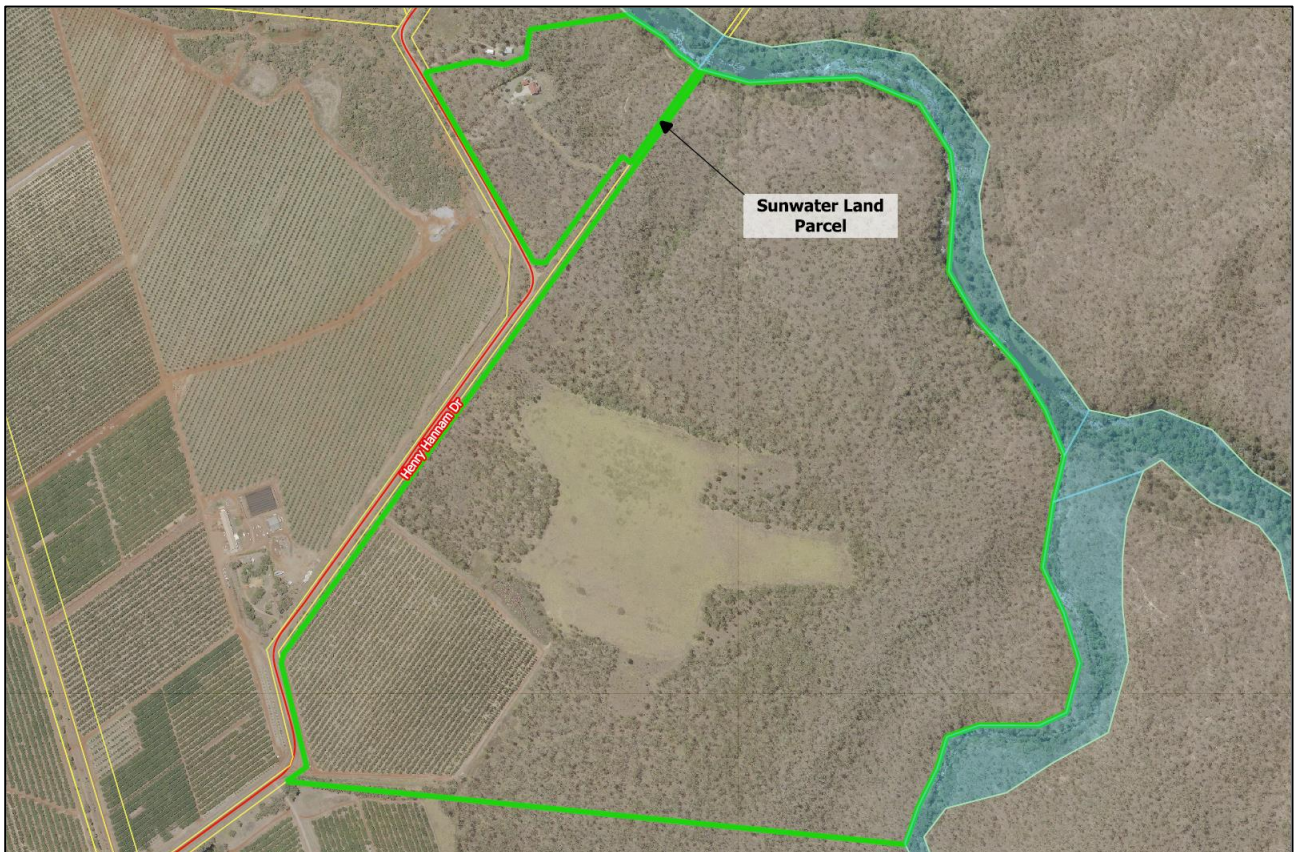
Note: This also applies to applications for boundary realignment.
5. There are not sufficient town planning grounds to justify approval of the application despite these identified conflicts.

THE SITE

The subject site is situated at 104 and 240 Henry Hannam Drive, Mareeba, and is described as Lot 2 on SP261006. The site has a total area of 148.2 hectares and is zoned Rural under the Mareeba Shire Council Planning Scheme 2016. The site contains two (2) sections of frontage to Henry Hannam Drive totalling approximately 650 metres, the majority of which the road is constructed to a formed gravel standard with a small 140 metre section of the road being bitumen sealed. The site also contains a further 240 metres of frontage to a section of undeveloped road reserve branching off Henry Hannam Drive.

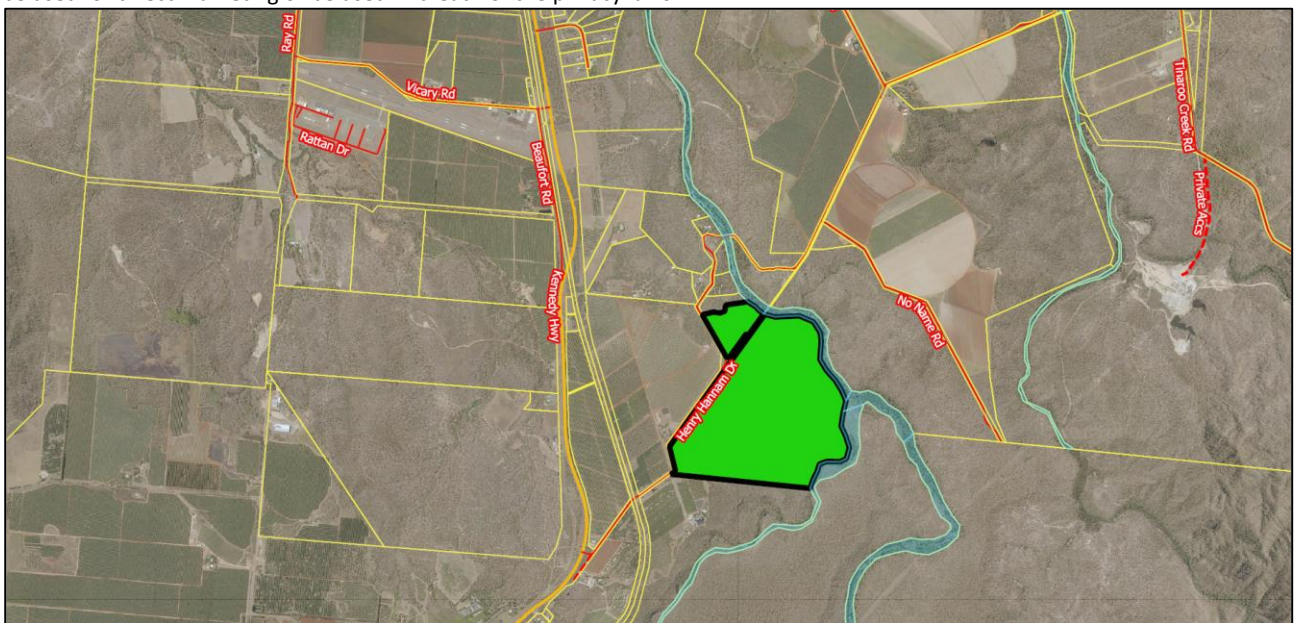
The site is split into two (2) land parcels by Lot 595 on NR4242 which is a long 10m wide parcel of land leased by Sunwater. Lot 595 contains a major irrigation water supply pipeline.

The site is improved by a single dwelling and carport sited at the northern end of the property and a 15-hectare avocado orchard in the south-west corner of the property. With the exception of an 18-hectare unused clearing situated towards the centre of the allotment, the remainder of the site is covered in mature remnant vegetation with a slightly undulating topography. Rocky Creek and the Barron River span the eastern and north-eastern boundaries of the site which includes steep sloping land on the downhill approaches to both watercourses. All surrounding lots are zoned Rural and are used for a mixture of activities including large orchards, rural lifestyle lots and grazing purposes.



Map Disclaimer:

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



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BACKGROUND AND CONTEXT

Nil

PREVIOUS APPLICATIONS & APPROVALS

Nil

DESCRIPTION OF PROPOSED DEVELOPMENT

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

The subdivision would create the following allotments:

- Proposed Lot 1 - area of approximately 11.93 hectares, frontages of approximately 410 metres to Henry Hannam Drive and 240 metres to undeveloped road reserve;
- Proposed Lot 2 - area of approximately 136.27 hectares, frontage of approximately 240 metres to Henry Hannam Drive.

Proposed Lot 1 will contain the existing dwelling house and domestic outbuildings.

Access to both lots would continue via established crossovers onto Henry Hannam Drive.

A building envelope is identified for proposed Lot 2 to ensure any future buildings would be established outside of the areas of regulated vegetation.

The applicant describes the proposed development as follows:

“This development application is seeking a development permit to Reconfigure the allotments under the Planning Act 2016 at 104 & 240 Henry Hannam Drive, Mareeba to facilitate the creation of 1 into 2 allotments.

Currently proposed Lot 1 contains the existing dwelling on the parcel and is separate from proposed Lot 2 by a significant barrier in the Sunwater / channel lease. Proposed Lot 1 is mapped as regulated vegetation making it unusable for farming purposes, with limited to no grazing value given the terrain and rockiness of the slope as supported in Appendix 4 in Dr. Mike Gilbert assessment from Landline Consulting.

Proposed Lot 2 is farmed with avocados covering an area of only 13.9ha with Avocados (9.3% of the property), with another 15.2ha (10.2%) area cleared for grazing/farming. That leaves the balance area equating to 80% of the site mapped as regulated vegetation.

In terms of its location, the property is situated approximately 10km from the CBD of Mareeba and is surrounded by smaller rural lifestyle lots adjacent and to the north along the river, and larger rural properties to the south, east and west all within the rural zone.

The closest farming activity is 250m south west of the existing established dwelling on proposed Lot 1. Accordingly, this substantial separation and the fact that the dwelling is existing and established supports the fact that the proposed new rural lifestyle lot in proposed Lot 1 will not impact on the surrounding farming activities in the area. Therefore it makes logical and sound planning sense to separate what is already separate from the large portion by the Sunwater lease, from the small section in proposed Lot 1. By way of this development application, the applicant is seeking specific approval to undertake the development as detailed in this planning report and approval of the plans.”



REGIONAL PLAN DESIGNATION

The subject site is included within the Regional Landscape and Rural Production Area land use category in the Far North Queensland Regional Plan 2009-2031. The Regional Plan Map 3- 'Areas of Ecological Significance' also identifies the site is:

- *State & Regional Conservation Corridors*
- *Wetland Area of General Ecological Significance*
- *Terrestrial Area of High Ecological Significance*
- *Terrestrial Area of General Ecological Significance*

PLANNING SCHEME DESIGNATIONS

Strategic Framework:	Land Use Categories <ul style="list-style-type: none"> • Rural Area <ul style="list-style-type: none"> - Rural Agricultural Area - Rural Other Natural Environment Elements <ul style="list-style-type: none"> • Biodiversity Areas • Habitat Linkage Transport Elements <ul style="list-style-type: none"> • Local Collector Road
Zone:	Rural zone
Overlays:	Agricultural land overlay Airport environs overlay Bushfire hazard overlay Environmental significance overlay Flood hazard overlay Hill and slope overlay

RELEVANT PLANNING INSTRUMENTS

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

(A) Far North Queensland Regional Plan 2009-2031

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

(B) State Planning Policy

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

(C) Mareeba Shire Council Planning Scheme 2016**Strategic Framework****3.3 Settlement pattern and built environment****3.3.1 Strategic outcomes**

- (5) Primary industries in *Rural areas* are not compromised or fragmented by incompatible and/or unsustainable development, including but not limited to subdivision that results in a detrimental impact on rural productivity or fragments rural land. The valued, relaxed rural lifestyle, character and scenic qualities of the *rural area* are preserved and enhanced. The *rural area* is largely maintained to its current extent, while accommodating development directly associated with or reliant on natural resources including rural activities and tourism. *Rural*

areas protect the shire's *agricultural area* and ensure food security. *Other rural areas* predominantly remain agricultural grazing properties.

Comment

Council adopted Major Amendment No.1 of 2023 to the Mareeba Shire Council Planning Scheme 2016 on 28 November 2023. This amended version of the planning scheme commenced on 8 December 2023 and is applicable to this application.

The primary effect of Major Amendment No.1 of 2023 was to make it unambiguous that the planning scheme did not support the subdivision (fragmentation) of rural zoned land below 60 hectares except for certain boundary realignments (no addition lot created) or where the lot was to accommodate a public reconfiguration purpose.

Public reconfiguration purpose is defined as:

Reconfiguring a lot where the purpose of the land is a cemetery, a crematorium; a detention facility; emergency services; an environmental facility; major electricity infrastructure; a park; a renewable energy facility; a substation; a telecommunications facility; a utility installation other than a transport service; or a wind farm.

This application does not purpose a boundary realignment or a public reconfiguration purpose.

The proposed development would fragment rural land by creating proposed Lot 1 with an area of 11.93 hectares, well below the planning scheme's 60 hectare minimum rural lot size.

The proposed development conflicts with Strategic Outcome (5).

- (9) New subdivisions which propose lots less than the minimum lot size of 60ha are not supported within the Rural zone, except for where:
- (a) The subdivision results in no additional lots (boundary realignment) and does not create an additional *rural lifestyle* lot or *rural residential purposes* lot; or
 - (b) The subdivision is limited to one additional lot created to accommodate a *public reconfiguration purpose*.

Comment

Council adopted Major Amendment No.1 of 2023 to the Mareeba Shire Council Planning Scheme 2016 on 28 November 2023. This amended version of the planning scheme commenced on 8 December 2023 and is applicable to this application.

The primary effect of Major Amendment No.1 of 2023 was to make it unambiguous that the planning scheme did not support the subdivision (fragmentation) of rural zoned land below 60 hectares except for certain boundary realignments (no addition lot created) or where the lot was to accommodate a public reconfiguration purpose.

Public reconfiguration purpose is defined as:

Reconfiguring a lot where the purpose of the land is a cemetery, a crematorium; a detention facility; emergency services; an environmental facility; major electricity infrastructure; a park; a renewable energy facility; a substation; a telecommunications facility; a utility installation other than a transport service; or a wind farm.

This application does not purpose a boundary realignment or a public reconfiguration purpose.

The proposed development would fragment rural land by creating proposed Lot 1 with an area of 11.93 hectares, well below the planning scheme's 60 hectare minimum rural lot size.

The proposed development conflicts with Strategic Outcome (9).

3.3.11 Element—Rural areas

3.3.11.1 Specific outcomes

- (2) Land in *rural areas* is maintained in large lot sizes, to ensure that regional landscape and rural production values are not compromised by fragmentation, alienation or incompatible land uses. Subdivision of land is not supported on lots less than 60ha in the Rural zone except for where:
- (a) The subdivision results in no additional lots (boundary realignment) and does not create an additional *rural lifestyle* lot or *rural residential purposes* lot; or
 - (b) The subdivision is limited to one additional lot created to accommodate a *public reconfiguration purpose*.

Comment

Council adopted Major Amendment No.1 of 2023 to the Mareeba Shire Council Planning Scheme 2016 on 28 November 2023. This amended version of the planning scheme commenced on 8 December 2023 and is applicable to this application.

The primary effect of Major Amendment No.1 of 2023 was to make it unambiguous that the planning scheme did not support the subdivision (fragmentation) of rural zoned land below 60 hectares except for certain boundary realignments (no addition lot created) or where the lot was to accommodate a public reconfiguration purpose.

Public reconfiguration purpose is defined as:

Reconfiguring a lot where the purpose of the land is a cemetery, a crematorium; a detention facility; emergency services; an environmental facility; major electricity infrastructure; a park; a renewable energy facility; a substation; a telecommunications facility; a utility installation other than a transport service; or a wind farm.

This application does not purpose a boundary realignment or a public reconfiguration purpose.

The proposed development would fragment rural land by creating proposed Lot 1 with an area of 11.93 hectares, well below the planning scheme's 60 hectare minimum rural lot size.

The proposed development conflicts with Specific Outcome (2).

- (6) *Agricultural areas* will be retained in large holdings (60ha or greater) and not fragmented or compromised by unsuitable development. Uses and development within this precinct will not cause land use conflicts with primary production or will ensure these conflicts are mitigated.

Comment

Council adopted Major Amendment No.1 of 2023 to the Mareeba Shire Council Planning Scheme 2016 on 28 November 2023. This amended version of the planning scheme commenced on 8 December 2023 and is applicable to this application.

The primary effect of Major Amendment No.1 of 2023 was to make it unambiguous that the planning scheme did not support the subdivision (fragmentation) of rural zoned land below 60 hectares except for certain boundary realignments (no additional lot created) or where the lot was to accommodate a public reconfiguration purpose.

Public reconfiguration purpose is defined as:

Reconfiguring a lot where the purpose of the land is a cemetery, a crematorium; a detention facility; emergency services; an environmental facility; major electricity infrastructure; a park; a renewable energy facility; a substation; a telecommunications facility; a utility installation other than a transport service; or a wind farm.

This application does not purpose a boundary realignment or a public reconfiguration purpose.

The proposed development would fragment rural land by creating proposed Lot 1 with an area of 11.93 hectares, well below the planning scheme's 60 hectare minimum rural lot size.

The proposed development conflicts with Strategic Outcome (6).

- (7) *Rural areas* preserve lands for future uses beyond the life of the planning scheme.

Comment

A common definition of *preserve* is 'to keep in its original or existing state'.

Fragmentation of the subject site to create a lot less than the 60 hectare minimum rural lot size does not keep the subject site in its existing state. The proposed development does not preserve the subject site and conflicts with Strategic Outcome (7).

3.6 Transport and infrastructure

3.6.1 Strategic outcomes

- (12) Subdivision of land in the Rural zone to create lots less than 60ha is not consistent with facilitating appropriately sequenced and coordinated development, except for where:
- (a) The subdivision results in no additional lots (boundary realignment) and does not create an additional *rural lifestyle* lot or *rural residential purposes* lot; or
 - (b) The subdivision is limited to one additional lot created to accommodate a *public reconfiguration purpose*.

Comment

Council adopted Major Amendment No.1 of 2023 to the Mareeba Shire Council Planning Scheme 2016 on 28 November 2023. This amended version of the planning scheme commenced on 8 December 2023 and is applicable to this application.

The primary effect of Major Amendment No.1 of 2023 was to make it unambiguous that the planning scheme did not support the subdivision (fragmentation) of rural zoned land below 60 hectares except for certain boundary realignments (no addition lot created) or where the lot was to accommodate a public reconfiguration purpose.

Public reconfiguration purpose is defined as:

Reconfiguring a lot where the purpose of the land is a cemetery, a crematorium; a detention facility; emergency services; an environmental facility; major electricity infrastructure; a park; a renewable energy facility; a substation; a telecommunications facility; a utility installation other than a transport service; or a wind farm.

This application does not purpose a boundary realignment or a public reconfiguration purpose.

The proposed development would fragment rural land by creating proposed Lot 1 with an area of 11.93 hectares, well below the planning scheme's 60 hectare minimum rural lot size.

The proposed development conflicts with Strategic Outcome (12).

3.7.2 Element—Rural and Agricultural land

3.7.2.1 Specific outcomes

- (1) *Agricultural areas* are preserved for the purpose of primary production and are protected from fragmentation, alienation and incompatible development.

Comment

Council adopted Major Amendment No.1 of 2023 to the Mareeba Shire Council Planning Scheme 2016 on 28 November 2023. This amended version of the planning scheme commenced on 8 December 2023 and is applicable to this application.

The primary effect of Major Amendment No.1 of 2023 was to make it unambiguous that the planning scheme did not support the subdivision (fragmentation) of rural zoned land below 60 hectares except for certain boundary realignments (no addition lot created) or where the lot was to accommodate a public reconfiguration purpose.

Public reconfiguration purpose is defined as:

Reconfiguring a lot where the purpose of the land is a cemetery, a crematorium; a detention facility; emergency services; an environmental facility; major electricity infrastructure; a park; a renewable energy facility; a substation; a telecommunications facility; a utility installation other than a transport service; or a wind farm.

This application does not purpose a boundary realignment or a public reconfiguration purpose.

The proposed development would fragment rural land by creating proposed Lot 1 with an area of 11.93 hectares, well below the planning scheme's 60 hectare minimum rural lot size.

The proposed development conflicts with Specific Outcome (1).

- (2) *Other rural areas* are maintained in economically viable holdings and continue to develop and expand their rural infrastructure and operations.

Comment

Council adopted Major Amendment No.1 of 2023 to the Mareeba Shire Council Planning Scheme 2016 on 28 November 2023. This amended version of the planning scheme commenced on 8 December 2023 and is applicable to this application.

The primary effect of Major Amendment No.1 of 2023 was to make it unambiguous that the planning scheme did not support the subdivision (fragmentation) of rural zoned land below 60 hectares except for certain boundary realignments (no addition lot created) or where the lot was to accommodate a public reconfiguration purpose.

Public reconfiguration purpose is defined as:

Reconfiguring a lot where the purpose of the land is a cemetery, a crematorium; a detention facility; emergency services; an environmental facility; major electricity infrastructure; a park; a renewable energy facility; a substation; a telecommunications facility; a utility installation other than a transport service; or a wind farm.

This application does not purpose a boundary realignment or a public reconfiguration purpose.

The proposed development would fragment rural land by creating proposed Lot 1 with an area of 11.93 hectares, well below the planning scheme's 60 hectare minimum rural lot size.

The proposed development conflicts with Specific Outcome (2).

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

Comment

Council adopted Major Amendment No.1 of 2023 to the Mareeba Shire Council Planning Scheme 2016 on 28 November 2023. This amended version of the planning scheme commenced on 8 December 2023 and is applicable to this application.

The primary effect of Major Amendment No.1 of 2023 was to make it unambiguous that the planning scheme did not support the subdivision (fragmentation) of rural zoned land below 60 hectares except for certain boundary realignments (no addition lot created) or where the lot was to accommodate a public reconfiguration purpose.

Public reconfiguration purpose is defined as:

Reconfiguring a lot where the purpose of the land is a cemetery, a crematorium; a detention facility; emergency services; an environmental facility; major electricity infrastructure; a park; a renewable energy facility; a substation; a telecommunications facility; a utility installation other than a transport service; or a wind farm.

This application does not purpose a boundary realignment or a public reconfiguration purpose.

The proposed development would fragment rural land by creating proposed Lot 1 with an area of 11.93 hectares, well below the planning scheme's 60 hectare minimum rural lot size.

The proposed development conflicts with Specific Outcome (5).

Relevant Developments Codes

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

- 6.2.9 Rural zone code
- 8.2.1 Agricultural land overlay code
- 8.2.2 Airport environs overlay code
- 8.2.3 Bushfire hazard overlay code
- 8.2.4 Environmental significance overlay code
- 8.2.6 Flood hazard overlay code
- 8.2.8 Hill and slope overlay code
- 9.4.2 Landscaping code
- 9.4.3 Parking and access code
- 9.4.4 Reconfiguring a lot code
- 9.4.5 Works, services and infrastructure code

The application included a planning report and assessment against the planning scheme. An officer assessment has found that the application would conflict with the identified sections of the Planning Scheme identified below:

Relevant Codes	Comments
Rural zone code	<p>The application conflicts with Overall Outcome 3(a) and Performance Outcome PO9 of the Rural zone code.</p> <p>Refer to planning discussion section of report for further commentary.</p>
Agricultural land overlay code	<p>The application conflicts with Overall Outcome 2(a) and Performance Outcome PO3 and PO6 of the Agricultural land overlay code.</p> <p>Refer to planning discussion section of report for further commentary.</p>
Airport environs overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Bushfire hazard overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Environmental significance overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Flood hazard overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.

Hill and slope overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Landscaping code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Parking and access code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Reconfiguring a lot code	The application conflicts with Overall Outcome 2(i) and Performance Outcome PO1.1 of the Reconfiguring a lot code. Refer to planning discussion section of report for further commentary.
Works, services and infrastructure code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.

(D) Planning Scheme Policies/Infrastructure Charges Plan

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

The development could be conditioned to require all development works be designed and constructed in accordance with FNQROC Development Manual standards.

(E) Adopted Infrastructure Charges Notice

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

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

The application proposes the creation of 1 additional allotment.

Should the development be approved, the applicable infrastructure charge would be \$12,460.80.

REFERRAL AGENCY

This application did not trigger referral to a Referral Agency.

A referral for the clearing of regulated vegetation has been avoided by the applicant through the identification of a building envelope for proposed Lot 2.

Internal Consultation

Not applicable.

PUBLIC NOTIFICATION

The development proposal was placed on public notification from 20 March 2024 to 12 April 2024. The applicant submitted the notice of compliance on 14 April 2024 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

Three (3) properly made submissions were received and two (2) of those objected to the proposed development.

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

Grounds for objection /support	Comment
The proposed development conflicts with Major Amendment No.1 of 2023 to the Mareeba Shire Council Planning Scheme 2016 and conflicts with the Regional Plan.	Agreed. This report outlines the multiple conflicts.
Access to the proposed lots must avoid crossing Sunwater land.	Both proposed lots would have frontage to road reserve and access can be provided directly from this frontage.

Submitters

Name of Principal submitter	Address
1. Kur-Alert Inc.	PO Box 560, Kuranda QLD 4881
2. Nadine O'Brien	345 Fantin Road, Koah QLD 4881
3. Sunwater	PO Box 15536, City East QLD 4002

PLANNING DISCUSSION

The proposed development's noncompliance with the Overall Outcomes and Performance Outcomes of the Rural zone code, Agricultural land overlay code and Reconfiguring a Lot Code are summarised as follows:

Conflicts with the Rural zone code

- Overall Outcome (3)(a)**

- (a) *Areas for primary production and other rural activities are conserved and not fragmented below 60ha unless for a public reconfiguration purpose;*

Comment

The subject site is zoned Rural and the application is proposing a subdivision (fragmentation) into two (2) lots. Proposed Lot 1 would have an area of 11.93 hectares.

Proposed Lot 1 is not being created to accommodate a public reconfiguration purpose.

The proposed development conflicts with Overall Outcome (3)(a).

- **Performance Outcome**

PO9

Areas for use for primary production and rural activities are conserved and protected from fragmentation, alienation and degradation.

AO9

No acceptable outcome is provided.

Comment

The subject site is zoned Rural and the application is proposing a subdivision (fragmentation) into two (2) lots. Proposed Lot 1 would have an area of 11.93 hectares.

Proposed Lot 1 is not being created to accommodate a public reconfiguration purpose.

The proposed development conflicts with PO9.

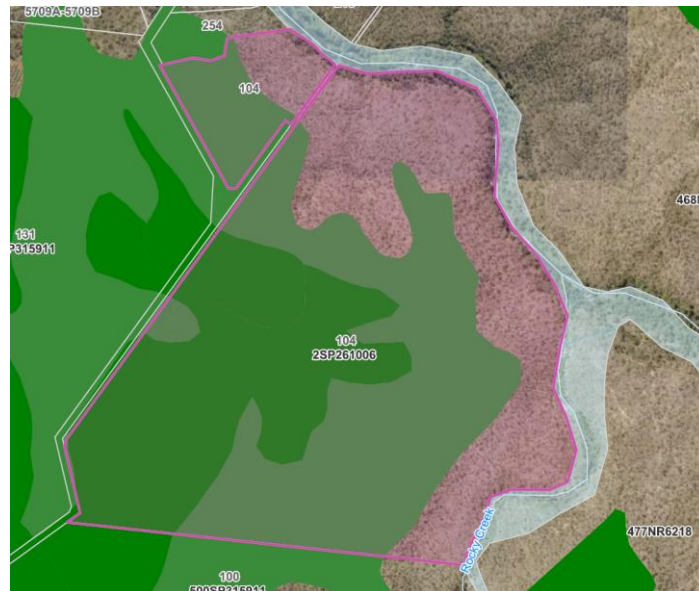
Conflicts with the Agricultural land overlay code

- **Overall Outcome (2)(a)**

- (a) *The alienation, fragmentation or reduction in primary production potential of land within the 'Class A' area or 'Class B' area is avoided, except where:*
- (i) *an overriding need exists for the development in terms of public benefit,*
 - (ii) *no suitable alternative site exists; and*
 - (iii) *the fragmentation or reduced production potential of agricultural land is minimised;*

Comment

The Agricultural land overlay mapping identifies the following Class A (dark green) and Class B (light green) areas within the subject site.



Approximately half of proposed Lot 1 is identified as Class B area, so the proposed development would result in a fragmentation of Class B area.

There is no overriding need for the proposed development in terms of public benefit.

The development conflicts with Overall Outcome (2)(a).

- **Performance Outcome**

PO3

Development in the 'Class A' area or 'Class B' area identified on the Agricultural land overlay maps (OM-001a-n):

- (a) ensures that agricultural land is not permanently alienated;*
- (b) ensures that agricultural land is preserved for agricultural purposes; and*
- (c) does not constrain the viability or use of agricultural land.*

AO3

No acceptable outcome is provided.

Comment

The subject site contains large areas of Class A and Class B.

Approximately half of proposed Lot 1 is identified as Class B area, so the proposed development would result in a fragmentation of Class B area.

Proposed Lot 2 would be required to establish a building envelope to ensure future development was sited clear of the regulated vegetation. The consequence of the building envelope would be to force future buildings to be sited within the Class A or Class B areas.

It is probable that a dwelling house and associated improvements would be established on proposed Lot 2 at some point in the future, leading to a loss of Class A or Class B area.

The proposed development conflicts with PO3.

PO6

Any Reconfiguring a lot in the 'Class A' area, 'Class B' area or the 'Broad hectare rural' area identified on the Agricultural land overlay maps (OM-001a-n), including boundary realignments, only occurs where it:

- (a) improves agricultural efficiency;*
- (b) facilitates agricultural activity; or*
- (c) facilitates conservation outcomes; or*
- (d) resolves boundary issues where a structure is built over the boundary line of two lots.*

AO6

No acceptable outcome is provided.

Comment

The subject site contains large areas of Class A and Class B.

The proposed development does not improve agricultural efficiency or facilitate agricultural activity.

The proposed development does not facilitate a conservation outcome, nor is it for a boundary realignment.

The proposed development conflicts with PO6.

Conflicts with the Reconfiguring a Lot Code

• **Overall Outcome (2)(i)**

- (i) Subdivision within the Rural zone maintains lots equal to or larger than 60ha, except for where:*
 - (a) The subdivision results in no additional lots (boundary realignment) and does not create an additional rural lifestyle lot or rural residential purposes lot; or*
 - (b) The subdivision is limited to the creation of one additional allotment to accommodate a public reconfiguration purpose;*

Comment

Council adopted Major Amendment No.1 of 2023 to the Mareeba Shire Council Planning Scheme 2016 on 28 November 2023. This amended version of the planning scheme commenced on 8 December 2023 and is applicable to this application.

The primary effect of Major Amendment No.1 of 2023 was to make it unambiguous that the planning scheme did not support the subdivision (fragmentation) of rural zoned land below 60 hectares except for certain boundary realignments (no addition lot created) or where the lot was to accommodate a public reconfiguration purpose.

Public reconfiguration purpose is defined as:

Reconfiguring a lot where the purpose of the land is a cemetery, a crematorium; a detention facility; emergency services; an environmental facility; major electricity infrastructure; a park; a renewable energy facility; a substation; a telecommunications facility; a utility installation other than a transport service; or a wind farm.

This application does not purpose a boundary realignment or a public reconfiguration purpose.

The proposed development would fragment rural land by creating proposed Lot 1 with an area of 11.93 hectares, well below the planning scheme's 60 hectare minimum rural lot size.

The proposed development conflicts with Overall Outcome (2)(i).

- **Performance Outcome**

PO1.1

No lots are created with an area of less than 60ha, except for where:

- (a) The subdivision results in no additional lots (boundary realignment) and does not create an additional rural lifestyle lot or rural residential purposes lot; or*
- (b) The subdivision is limited to the creation of one additional allotment to accommodate a public reconfiguration purpose.*

Note: This also applies to applications for boundary realignment.

AO1.1

No acceptable outcome is provided.

Comment

Council adopted Major Amendment No.1 of 2023 to the Mareeba Shire Council Planning Scheme 2016 on 28 November 2023. This amended version of the planning scheme commenced on 8 December 2023 and is applicable to this application.

The primary effect of Major Amendment No.1 of 2023 was to make it unambiguous that the planning scheme did not support the subdivision (fragmentation) of rural zoned land below 60 hectares except for certain boundary realignments (no addition lot created) or where the lot was to accommodate a public reconfiguration purpose.

Public reconfiguration purpose is defined as:

Reconfiguring a lot where the purpose of the land is a cemetery, a crematorium; a detention facility; emergency services; an environmental facility; major electricity infrastructure; a park; a renewable energy facility; a substation; a telecommunications facility; a utility installation other than a transport service; or a wind farm.

This application does not purpose a boundary realignment or a public reconfiguration purpose.

The proposed development would fragment rural land by creating proposed Lot 1 with an area of 11.93 hectares, well below the planning scheme's 60 hectare minimum rural lot size.

The proposed development conflicts with Performance Outcome PO1.1.

Proposed Subdivision - 1 into 2 Lots (Vegetation Overlay) - Building Envelope Plan

104 & 240 Henry Hannam Drive, Mareeba (Lot 2 on SP261006) Plan#3, v2.0, dated 01.03.24, prepared by U&i Town Plan

17°5'15"S 145°26'34"E

17°5'15"S 145°27'28"E



17°5'55"S 145°26'34"E

17°5'55"S 145°27'28"E

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0 100 metres
Scale: 1:5923
Printed at: A3
Print date: 1/3/2024

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Queensland Government
Department of Resources

KUR-ALERT Inc.

Mareeba Shire Council
PO Box 154
MAREEBA QLD 4880

30th March 2024

**RE: Application for Development Permit for Reconfiguring a Lot
Subdivision (1 into 2 lots)**

REFERENCE NUMBER RAL/24/0001

It is understood that this DA would have fallen within the rules outlined by the Temporary Local Planning Instrument (TLPI) imposed on MSC by the Qld State Government. This TLPI expired on 8th December 2023.

In response, the Mareeba Shire Council implemented the Major Amendment No.1 of 2023 change in the Mareeba Shire Planning Scheme 2016.

To quote the fact sheet for this amendment, "Major Amendment No.1 will amend the Planning Scheme to reflect the provisions of TLPI 01/2021, thereby ensuring the Planning Scheme continues to appropriately address the intent of the FNQ Regional Plan after the TLPI 01/2021 ends".

We ask Council that it rejects this application so the intent of the FNQ Regional Plan is maintained.

Thanking You,



Steven Nowakowski
Kur-Alert Inc
m) 0402810411

Kur-Alert Inc.
PO Box 560 KURANDA QLD 4881

To the assessment officer.

31 of March 2024

Submission to DA: RAL 240001 Reconfigure 1 Lot into 2.

This application must be refused as the newly created Lot 1 with 11.93ha does not reach the required minimum lot size of 60ha.

The planning scheme is clear and requires no new lifestyle lots smaller than 60ha are created in the rural zone.

Approval would be against the requirements of the FNQ 2031 Regional plan as well as the current MSC Planning scheme.

Residential development/lifestyle lots are not compatible with the operation of conventional agricultural farms.

Dangerous farm chemicals are in use and spray drift easily occurs, especially in our area, where planes can be used for crop-dusting (see image below).

This can cause serious health issues and conflict between farmers and nearby residents thus interfering with food production.

Though the land in question is not currently used for agriculture, it could be in the future if needed, as the vegetation is predominantly of least concern. The only regulated vegetation follows the creek line.

The presence of rocks on the land has not prevented other people from farming the land in the area, as they were simply cleared.

Thus the argument by the developer the land is not suitable for farming is not valid and can not be used as a reason to go against the MSC Planning scheme.

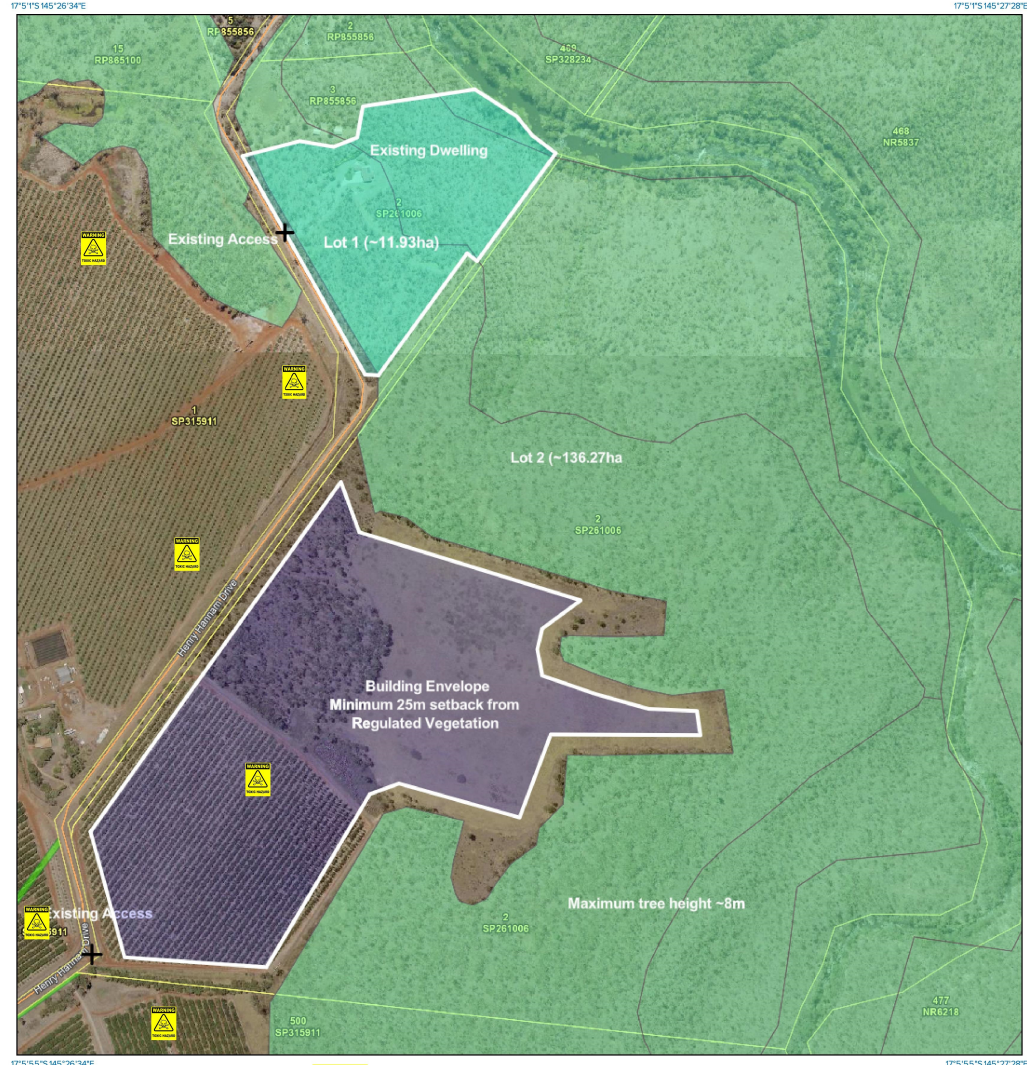
Approving this application would set a precedent and make it more difficult for Council to refuse other subdivision applications where the newly created lots don't reach the minimum size of 60ha.

Council must refuse this application.

Nadine O'Brien
345 Fantin Road
Koah
QLD 4881

Proposed Subdivision - 1 into 2 Lots (Vegetation Overlay) - Building Envelope Plan

104 & 240 Henry Hannam Drive, Mareeba (Lot 2 on SP261006) Plan#3, v2.0, dated 01.03.24, prepared by U&i Town Plan



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**Toxic farm chemicals likely used
and spraydift likely to occur**

0 100 metres
Scale: 1:5923

Printed at: A3
Print date: 13/2024
Not suitable for accurate measurement.
Projection: Web Mercator EPSG 102100 (GBS7)
For more information, visit <https://qldglobe.information.qld.gov.au/help-info/Contact-us.html>

Queensland Government
Department of Resources



Contact: Robyn Desrettes
Direct line: 07 3120 0087
Our ref: 21-000015/001
Your ref: RAL/24/0001

5 April 2024

The Assessment Manager
Mareeba Shire Council
PO Box 154
MAREEBA QLD 4880

Email: planning@msc.qld.gov.au

Dear Sir/Madam

DON LAVERS (OAM), DOROTHY DELL LAVERS, MARK LAVERS, BETTINA LAVERS, PETER LAVERS AND PAM LAVERS -104
HENRY HANNAM DRIVE, MAREEBA, BEING LOT 2 SP261006
APPLICATION REFERENCE: RAL/24/0001

Sunwater has received the 'Notice to Adjoining Landowners' notice dated 19 March 2024 from U & I Town Plan, Town Planner acting of behalf of Don Lavers (OAM), Dorothy Dell Lavers, Mark Lavers, Bettina Lavers, Peter Lavers And Pam Lavers.

Sunwater has reviewed the Reconfiguration of a Lot development application which was lodged by U & I Town Plan which will reconfigure Lot 2 SP261006 into 2 new lots being proposed Lot 1 and 2.

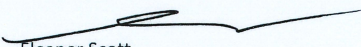
You will note that Lot 2 SP261006 is adjacent to Lot 595 NR4242 (PPL 0/219179) owned by Sunwater Limited being part of East Barron Main Channel which forms part of the Mareeba Dimbulah Water Supply Scheme.

Sunwater has the following comments in relation to the development application should the reconfiguration from 1 Lot into 2 Lots proceed:

- Appendix 3 Development Plans page 33 notes an "existing access" which appears to be an access from Henry Hannam Drive through Lot 595 NR4242 into Lot 2 SP261006. This is not an approved point of access to Lot 2 SP261006 and Sunwater does not consent to access over the channel in Lot 595 NR4242.
- New Lot 1 and 2 will both have road frontage with a lawful point of access from Henry Hannam Drive identified in attached drawing. If the applicant requires access to Sunwater land, this would require an application to be made to Sunwater. In this instance, access will not be approved because there is already a lawful point of access to both new Lot 1 and 2 and any proposed access in the location identified in Appendix 3 will impact the East Barron Main Channel.

If you have any queries, please contact Property Services at property@sunwater.com.au

Yours sincerely

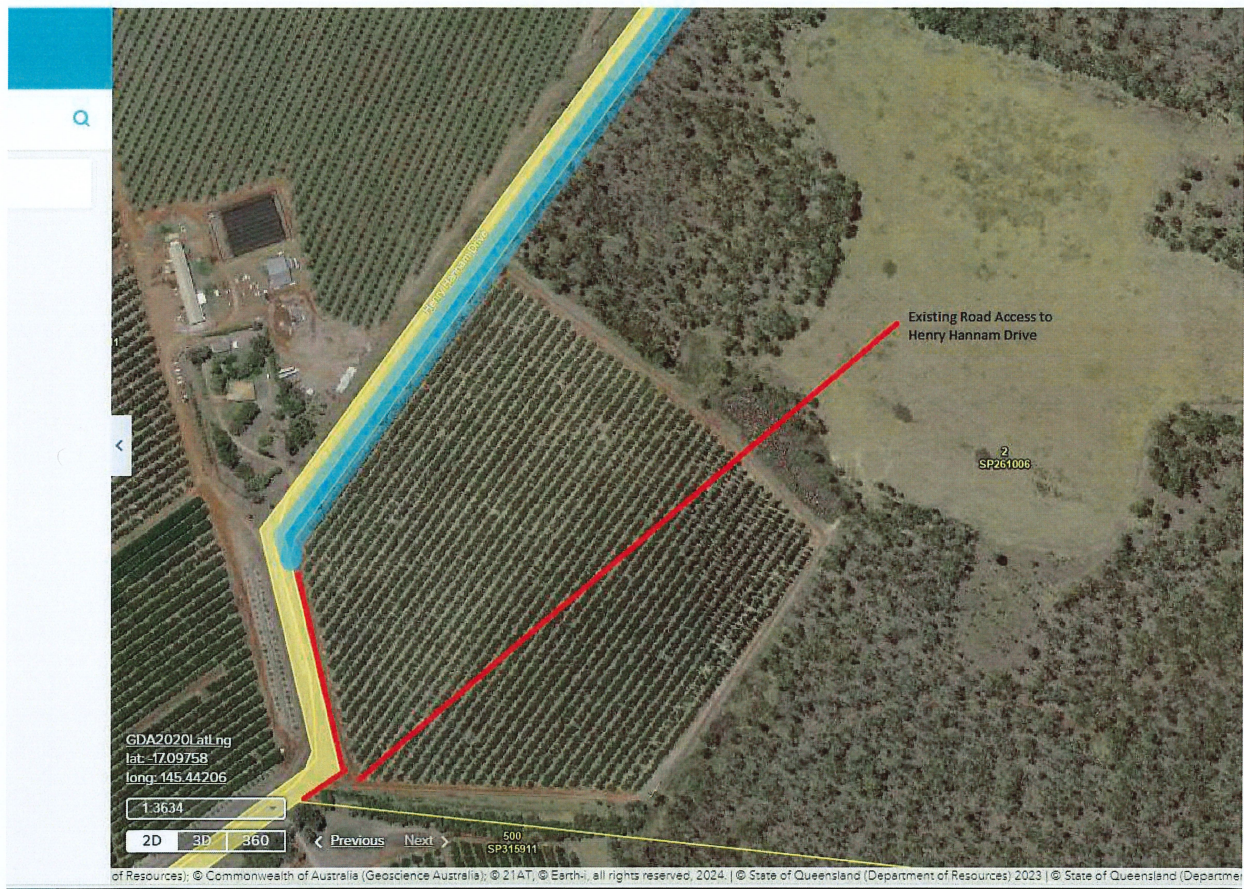

Eleanor Scott
Property Services Manager

Att
Image of Road Access to Henry Hannam Drive

address: Green Square North, Level 9, 515 St Pauls Terrace,
Fortitude Valley, Queensland 4006
post: PO Box 15536, City East, Queensland 4002
ACN: 131 034 985

telephone: +617 3120 0000
email: property@sunwater.com.au
facsimile: +61 7 3036 6482
sunwater.com.au

Delivering water for prosperity – Page 1



8.2 R TOBIANO - RECONFIGURING A LOT - SUBDIVISION (1 LOT INTO 2 LOTS) - LOT 197 ON RP900991 - 26 HASTIE ROAD, MAREEBA - RAL/24/0003**Date Prepared:** 14 May 2024**Author:** Coordinator Planning Services**Attachments:** 1. Proposal Plan [↓](#)

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	R Tobiano	ADDRESS	26 Hastie Road, Mareeba
DATE LODGED	18 April 2024	RPD	Lot 197 on RP900991
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot – Subdivision (1 lot into 2 lots)		
FILE NO	RAL/24/0003	AREA	67.15 hectares
LODGED BY	Scope Town Planning	OWNER	R Tobiano
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Emerging Community zone		
LEVEL OF ASSESSMENT	Impact Assessment		
SUBMISSIONS	Nil		

EXECUTIVE SUMMARY

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

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

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

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

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

OFFICER'S RECOMMENDATION

1. That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	R Tobiano	ADDRESS	26 Hastie Road, Mareeba
DATE LODGED	18 April 2024	RPD	Lot 197 on RP900991
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot – Subdivision (1 lot into 2 lots)		

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

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

And

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

- (A) APPROVED DEVELOPMENT: Development Permit for Reconfiguring a Lot – Subdivision (1 lot into 2 lots)

- (B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
24002	Proposed reconfiguration of Lot 197 on RP900991	Scope Town Planning	Apr.24

- (C) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)

- (a) Development assessable against the Planning Scheme

1. Development must be carried out generally in accordance with the approved plans and the facts and circumstances of the use as submitted with the application, subject to any alterations:
 - found necessary by Council's delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering requirements; and
 - to ensure compliance with the following conditions of approval.

2. Timing of Effect

- 2.1 The conditions of the development permit must be complied with to the satisfaction of Council's delegated officer prior to the endorsement of the plan of survey, except where specified otherwise in these conditions of approval.

3. General

- 3.1 The development approval would not have been issued if not for the conditions requiring the construction of infrastructure or the payment of infrastructure charges within the conditions of approval.
- 3.2 The applicant/developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by condition(s) of this approval.
- 3.3 All payments or bonds required to be made to the Council pursuant to any condition of this approval must be made prior to the endorsement of the plan of survey and at the rate applicable at the time of payment.
- 3.4 The developer must relocate (in accordance with FNQROC standards) any services such as water, sewer, drainage, telecommunications and electricity that are not wholly located within the lots that are being created/serviced where required by the relevant authority unless approved by Council's delegated officer.
- 3.5 Where utilities (such as sewers on non-standard alignments) traverse lots to service another lot, easements must be created in favour of Council for access and maintenance purposes. The developer is to pay all costs (including Council's legal expenses) to prepare and register the easement documents.
- 3.6 Any existing buildings or structures (pools/tennis courts or fences) and/or incidental works that straddle the new boundaries must be altered, demolished or removed, as required, to align with the new property boundaries and/or be wholly contained within a new allotment, unless approved by Council's delegated officer.
- 3.7 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements and to the satisfaction of Council's delegated officer.
- 3.8 Charges

All outstanding rates, charges and expenses pertaining to the land are to be paid in full.
- 3.9 Bushfire Management Plan

A Bushfire Hazard Management Plan for the development must be prepared by a suitably qualified person/s. The Bushfire Hazard Management Plan must

demonstrate compliance with the relevant performance outcomes of the Mareeba Shire Council Planning Scheme 2016 Bushfire Hazard Overlay Code.

The development must comply with the requirements of the Bushfire Hazard Management Plan at all times.

4. Infrastructure Services and Standards

4.1 Access

The access crossover to proposed Lot 1, must be upgraded/constructed from the edge of the road pavement to the property boundary, in accordance with the FNQROC Development Manual, to the satisfaction of Council's delegated officer.

4.2 Stormwater Drainage

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

4.3 Water Supply

4.3.1 Lot 1 must be provided with a water supply via a bore or bores are provided in accordance with the Design Guidelines set out in the Planning Scheme Policy 4 – FNQROC Regional Development Manual.

4.3.2 At the time of construction of a new dwelling on proposed Lot 2, a water service connection must be provided to proposed Lot 2 in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.

4.4 On-Site Wastewater Management

At the time of construction of a new dwelling on proposed Lot 2, any associated on-site effluent disposal system must be constructed in compliance with the latest version On-Site Domestic Wastewater Management Standard (ASNZ1547) to the satisfaction of the Council's delegated officer.

4.5 Electricity provision/supply

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

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

4.6 Telecommunications

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

(D) ASSESSMENT MANAGER'S ADVICE

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

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

- (c) Endorsement Fees

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

- (d) Compliance with applicable codes/policies

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

- (e) Notation on Rates Record

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

- an approved bushfire management plan

- (f) Environmental Protection and Biodiversity Conservation Act 1999

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

- (g) Cultural Heritage

In carrying out the activity the applicant must take all reasonable and practicable measures to ensure that no harm is done to Aboriginal cultural heritage (the "cultural heritage duty of care"). The applicant will comply with the cultural heritage duty of care if the applicant acts in accordance with gazetted cultural heritage duty of care

guidelines. An assessment of the proposed activity against the duty of care guidelines will determine whether or to what extent Aboriginal cultural heritage may be harmed by the activity. Further information on cultural heritage, together with a copy of the duty of care guidelines and cultural heritage search forms, may be obtained from www.dsdsatsip.qld.gov.au.

(h) Electric Ants

Electric ants are designated as restricted biosecurity matter under the *Biosecurity Act 2014*.

Certain restrictions and obligations are placed on persons dealing with electric ant carriers within the electric ant restricted zone. Movement restrictions apply in accordance with Sections 74–77 of the *Biosecurity Regulation 2016*. Penalties may be imposed on movement of electric ant carriers and electric ants in contravention of the legislated restrictions. It is the responsibility of the applicant to check if the nominated property lies within a restricted zone.

All persons within and outside the electric ant biosecurity zone have an obligation (a **general biosecurity obligation**) to manage biosecurity risks and threats that are under their control, they know about, or they are expected to know about. Penalties may apply for failure to comply with a general biosecurity obligation.

For more information please visit the electric ant website at Electric ants in Queensland | Business Queensland or contact Biosecurity Queensland 13 25 23.

(E) RELEVANT PERIOD

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

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

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

- Nil

(G) OTHER APPROVALS REQUIRED FROM COUNCIL

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

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

Development Type	Rate	Measure	Charge	Credit Detail	Balance
	<i>\$ per Lot</i>	<i>Lots</i>		<i>1 Lot</i>	
Residential	\$16,614.40	2 Lots	\$33,228.80	\$16,614.40	\$16,614.40
TOTAL CURRENT AMOUNT OF CHARGE					\$16,614.40

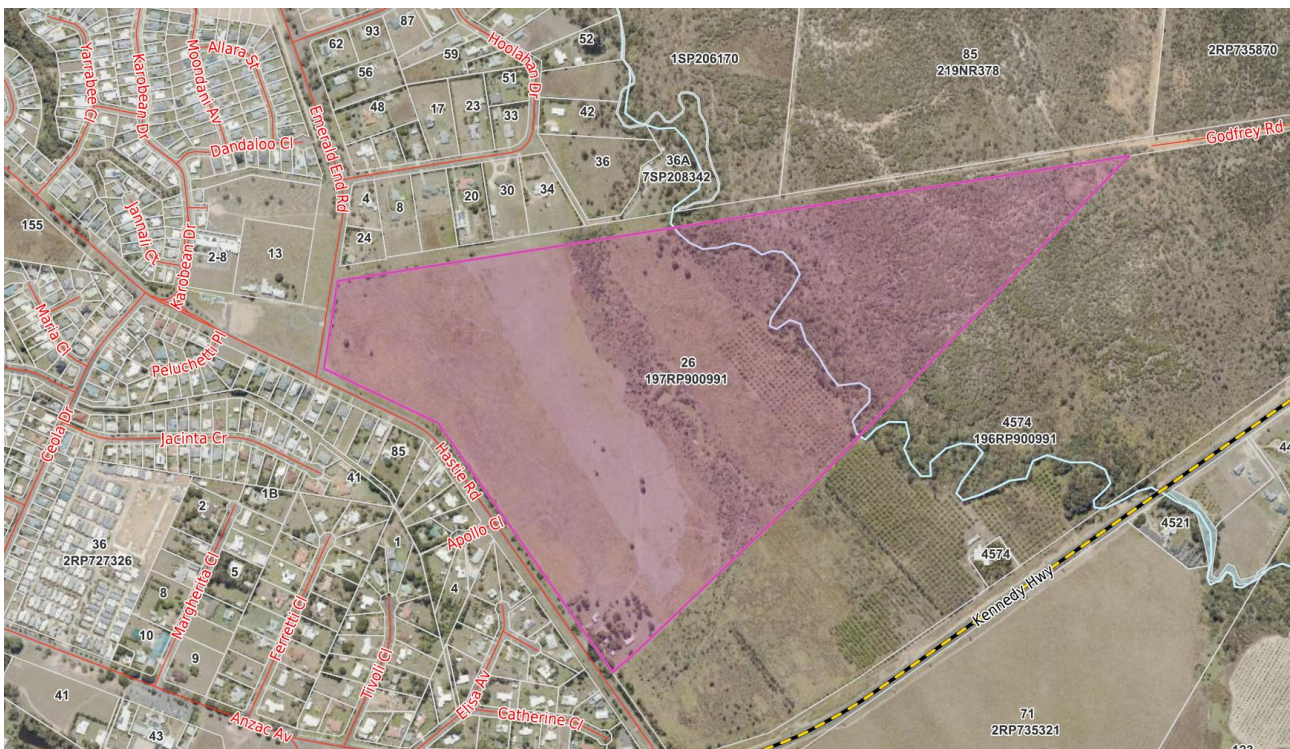
THE SITE

The subject site is situated at 26 Hastie Road, Mareeba and is described as Lot 197 on RP900991.

The site is irregular in shape with an area of 67.15 hectares and is zoned Emerging Community under the Mareeba Shire Council Planning Scheme 2016.

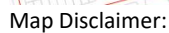
The site has frontages of 830 metres to Hastie Road, 170 metres to Emerald End Road and 1.5 kilometres to Godfrey Road. The Emerald End Road and Hastie Road frontages are both constructed to bitumen sealed standard. The entirety of the Godfrey Road frontage is unconstructed.

Cobra Creek traverses the subject site in an approximate south to north direction, with 49.7 hectares on the western side of the creek and 17 hectares to the east.



Map Disclaimer:

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



The land to the east of Cobra Creek remains undeveloped and covered by regulated remnant vegetation. The land to the west is relatively flat and has been previously cleared and used for agricultural purposes.

The subject site is connected to the Mareeba reticulated town water supply and electricity and telecommunication infrastructure is connected to the existing dwelling houses.

BACKGROUND AND CONTEXT

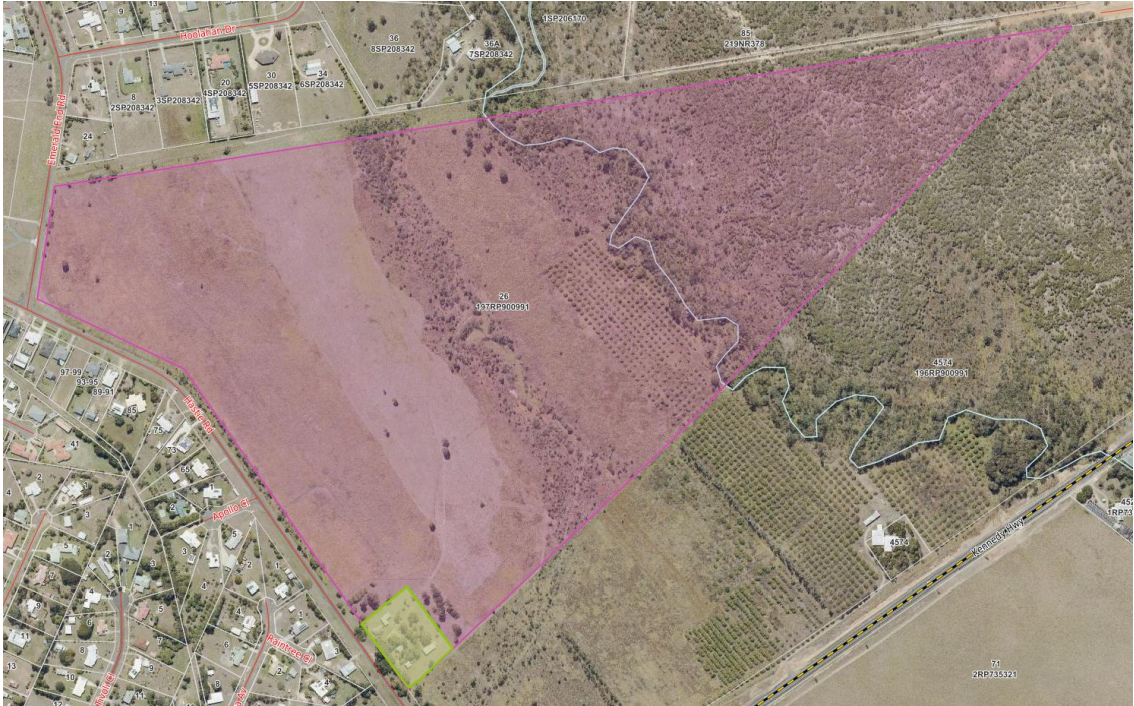
PREVIOUS APPLICATIONS & APPROVALS

DESCRIPTION OF PROPOSED DEVELOPMENT

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The proposed reconfiguration will create the following allotments:

- Proposed Lot 1 (green shading) - area of 1.17 hectares, 135 metres frontage to Hastie Road; and
- Proposed Lot 2 (pink shading) - area of 65.98 hectares, extensive frontage to Hastie Road, Emerald End Road and Godfrey Road.



Proposed Lot 1 will contain the existing dwelling houses and sheds. Proposed Lot 2 will be vacant and is intended to be sold for future urban development.

The existing service arrangements will remain in place for proposed Lot 1.

REGIONAL PLAN DESIGNATION

The subject site is included within the Urban Footprint land use category in the Far North Queensland Regional Plan 2009-2031. Mareeba is identified as a Major Regional Activity Centre in the Regional Plan. The Regional Plan Map 3- ‘Areas of Ecological Significance’ also identifies the site is:

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

PLANNING SCHEME DESIGNATIONS

Strategic Framework:	Land Use Categories <ul style="list-style-type: none">• Urban Expansion Area Natural Environment Elements <ul style="list-style-type: none">• Biodiversity Areas Transport Elements <ul style="list-style-type: none">• Local Collector Road Infrastructure Elements <ul style="list-style-type: none">• Major Electrical Infrastructure
Zone:	Emerging Community zone

Overlays:	Airport environs overlay Bushfire hazard overlay Environmental significance overlay Flood hazard overlay Regional infrastructure corridors and substations overlay Transport infrastructure overlay
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RELEVANT PLANNING INSTRUMENTS

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

(A) Far North Queensland Regional Plan 2009-2031

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

(B) State Planning Policy

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

(C) Mareeba Shire Council Planning Scheme 2016

Strategic Framework

3.3 Settlement pattern and built environment

3.3.1 Strategic outcomes

- (3) Residential areas and urban expansion areas support strategically located and logically sequenced residential development, maximising the efficient utilisation of new and existing infrastructure, particularly active and public transport. Residential development, including infill housing in designated areas, is focussed in Mareeba and the Kuranda district. A diversity of housing choices is developed within proximity to services and activity centres while protecting the character of the shire.

Housing for aged persons, both for independent and assisted living, is provided to support the aging population of the shire. Aged care development is provided in suitable locations in the residential areas and urban expansion areas of the shire.

Comment

The current application will separate the site's existing built improvements on to a 1.17 hectare lot (Lot 1), leaving a vacant balance area lot of approximately 66 hectares (Lot 2).

Proposed Lot 2 is an important short to medium term urban growth area for Mareeba.

Appropriate planning for the urban development of Lot 2, including the sequenced and coordinated supply of all urban infrastructure will occur as part of a future development application.

3.3.8 Element—Urban expansion and investigation areas

3.3.8.1 Specific outcomes

- (1) Urban expansion areas and investigation areas are anticipated to provide for development beyond the life of the planning scheme and are preserved for this purpose, with interim development not compromising future residential development.

Comment

The current application will separate the site's existing built improvements on to a 1.17 hectare lot (Lot 1), leaving a vacant balance area lot of approximately 66 hectares (Lot 2).

Proposed Lot 2 is an important short to medium term urban growth area for Mareeba.

Appropriate planning for the urban development of Lot 2, including the sequenced and coordinated supply of all urban infrastructure will occur as part of a future development application.

3.6 Transport and infrastructure

3.6.1 Strategic outcomes

- (6) New development is appropriately sequenced and coordinated with existing and future water, wastewater, stormwater and transport infrastructure, to ensure the operations of existing infrastructure are not compromised and community needs continue to be met. New infrastructure is provided to development in accordance with Council's desired standards of service and supports a consolidated urban form to maximise return on investment. The ongoing operation of key infrastructure elements is not prejudiced by inappropriate development.

Comment

The current application will separate the site's existing built improvements on to a 1.17 hectare lot (Lot 1), leaving a vacant balance area lot of approximately 66 hectares (Lot 2).

Proposed Lot 2 is an important short to medium term urban growth area for Mareeba.

Appropriate planning for the urban development of Lot 2, including the sequenced and coordinated supply of all urban infrastructure will occur as part of a future development application.

Relevant Developments Codes

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

- 6.2.4 Emerging community zone code
- 7.2.2 Mareeba local plan code
- 8.2.2 Airport environs overlay code
- 8.2.3 Bushfire hazard overlay code

- 8.2.4 Environmental significance overlay code
- 8.2.6 Flood hazard overlay code
- 8.2.9 Regional infrastructure corridors and substations overlay code
- 9.4.2 Landscaping code
- 9.4.3 Parking and access code
- 9.4.4 Reconfiguring a lot code
- 9.4.5 Works, services and infrastructure code

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

Relevant Codes	Comments
Emerging community zone code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Mareeba local plan code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Airport environs overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Bushfire hazard overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Environmental significance overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Flood hazard overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Regional infrastructure corridors and substations overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Landscaping code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Parking and access code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Reconfiguring a lot code	The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.

	<p>Further discussion is warranted regarding the following performance outcomes:</p> <ul style="list-style-type: none"> Performance Outcome PO1 – Area and frontage of lots – except for Rural zone <p>Refer to planning discussion section of report for commentary.</p>
Works, services and infrastructure code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.

(D) Planning Scheme Policies/Infrastructure Charges Plan

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

The development will be conditioned to require all development works be designed and constructed in accordance with FNQROC Development Manual standards.

(E) Adopted Infrastructure Charges Notice

In accordance with Council's Adopted Infrastructure Charges Resolution (No. 1) of 2023, a standard charge of \$20,768.00 generally applies to each additional allotment created.

As the subject land is not serviced by the reticulated water sewerage network, a 20% discount is applied to the standard charge.

The applicable charge for this development is \$16,614.40 for the one (1) additional allotment.

REFERRAL AGENCY

This application did not trigger referral to a Referral Agency.

Internal Consultation

Not applicable.

PUBLIC NOTIFICATION

The development proposal was placed on public notification from 2 May 2024 to 23 May 2024. The applicant submitted the notice of compliance on 27 May 2024 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

No submissions were received.

PLANNING DISCUSSION

Compliance with Performance Outcome PO1 of the Reconfiguring a lot code is discussed below:

Reconfiguring a lot code

Area and frontage of lots – except for Rural zone

PO1

Lots include an area and frontage that:

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

AO1

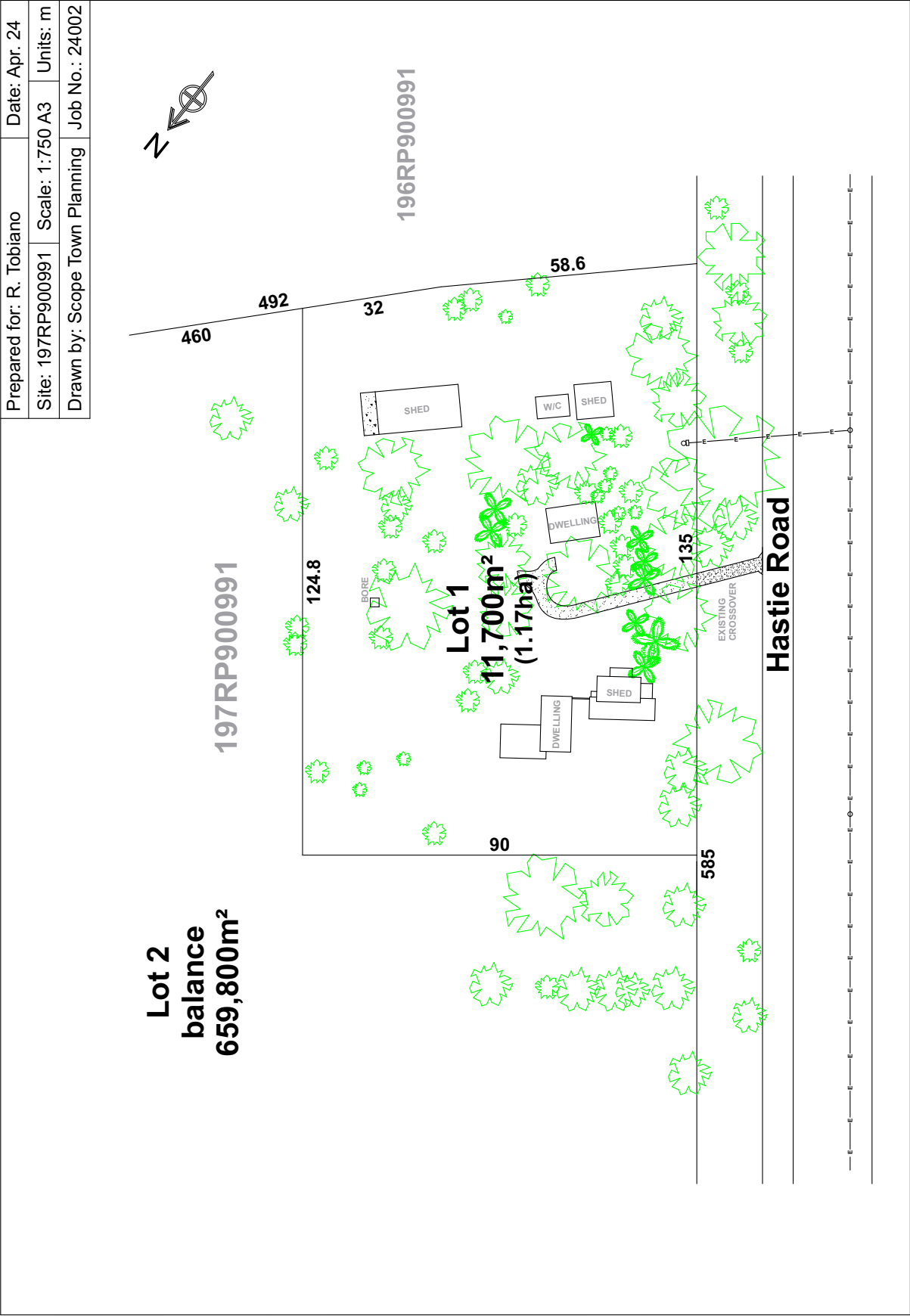
Table 9.4.4.3B calls for a minimum area of 10 hectares and a minimum frontage of 100 metres.

Comment

Proposed Lot 1 achieves the minimum frontage, however its area is just 1.17 hectares.

The 1.17 hectare area is adequate to accommodate all buildings, structures and works to allow these improvements to be separated from the balance area proposed Lot 2.

The proposed lot configuration maximises the land available for residential redevelopment within proposed Lot 2 and in doing so, achieves PO1 and the purpose of the Emerging Community zone.



8.3 MAREEBA TYREPOWER - MATERIAL CHANGE OF USE - WAREHOUSE (STORAGE SHED AUXILIARY TO ADJACENT TYRE SHOP) - LOTS 902 & 903 ON M3565 - 141-143 WALSH STREET, MAREEBA - MCU/24/0006

Date Prepared: 21 May 2024

Author: Coordinator Planning Services

Attachments: 1. Proposal Plans [↓](#)

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	Mareeba Tyrepower	ADDRESS	141-143 Walsh Street, Mareeba
DATE LODGED	8 April 2024	RPD	Lots 902 & 903 on M3565
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use – Warehouse (Storage Shed Auxiliary to Adjacent Tyre Shop)		
FILE NO	MCU/24/0006	AREA	Lot 902 – 1012m2 Lot 903 – 1012m2
LODGED BY	Northern Building Approvals	OWNER	Lot 902 – Mareeba Tyre Service Pty Ltd TTE Lot 903 – G & A Raso
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Centre zone		
LEVEL OF ASSESSMENT	Impact Assessment		
SUBMISSIONS	Nil		

EXECUTIVE SUMMARY

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

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

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

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

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

OFFICER'S RECOMMENDATION

1. That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	Mareeba Tyrepower	ADDRESS	141-143 Walsh Street, Mareeba
DATE LODGED	8 April 2024	RPD	Lots 902 & 903 on M3565
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use – Warehouse (Storage Shed Auxiliary to Adjacent Tyre Shop)		

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

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

And

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

(A) **APPROVED DEVELOPMENT:** Development Permit for Material Change of Use – Warehouse (Storage Shed Auxiliary to Adjacent Tyre Shop)

(B) **APPROVED PLANS:**

Plan/Document Number	Plan/Document Title	Prepared by	Dated
24002 Sheet 02 A	Site Plan	-	20/02/24
24002 Sheet 03 A	Floor Plan	-	20/02/24
24002 Sheet 04 A	Elevations	-	20/02/24
24002 Sheet 05 A	Elevations	-	20/02/24
RSCL-977158 01 Rev 1	Contract Plans (Elevation)	Rapid Sheds & Construction	01-Mar-2024
RSCL-977158 02 Rev 1	Contract Plans (Floor)	Rapid Sheds & Construction	01-Mar-2024
RSCL-977158 03 Rev 1	Contract Plans (Roof)	Rapid Sheds & Construction	01-Mar-2024

(C) **ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)**

(a) Development assessable against the Planning Scheme

1. Development must be carried out generally in accordance with the approved plans and the facts and circumstances of the use as submitted with the application, subject to any alterations:

- found necessary by Council's delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering requirements; and
 - to ensure compliance with the following conditions of approval.
2. Timing of Effect
- 2.1 The conditions of the development permit must be complied with to the satisfaction of Council's delegated officer prior to the commencement of the use except where specified otherwise in these conditions of approval.
- 2.2 Prior to the commencement of use, the applicant must notify Council that all the conditions of the development permit have been complied with, except where specified otherwise in these conditions of approval.
3. General
- 3.1 The applicant/developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by condition(s) of this approval.
- 3.2 All payments or bonds required to be made to the Council pursuant to any condition of this approval must be made prior to commencement of the use and at the rate applicable at the time of payment.
- 3.3 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements (as amended) and to the satisfaction of Council's delegated officer.
- 3.4 Waste Management
- On site refuse storage area must be provided and be screened from view from adjoining properties and road reserve by one (1) metre wide landscaped screening buffer, 1.8m high solid fence or building.
- 3.5 Noise Nuisance
- Refrigeration equipment, pumps, compressors and mechanical ventilation systems must be located, designed, installed and maintained to achieve a maximum noise level of 3dB(A) above background levels as measured from noise sensitive locations and a maximum noise level of 8dB(A) above background levels as measured from commercial locations.
- 3.6 Air Conditioner & Building Plant Screening
- The applicant/developer is required to install and maintain suitable screening to all air conditioning, lift motor rooms, plant and service facilities located at the top of or on the external face of the building. The screening structures must be constructed from materials that are consistent with materials used elsewhere on the facade of the building. There are to be no individual external unscreened air conditioning units attached to the exterior building facade.

4. Infrastructure Services and Standards

4.1 Access

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

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

4.2 Frontage Works

The applicant/developer is required to construct the following works, designed in accordance with the FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer:

- A two (2) metre wide concrete footpath along the full frontage of the site to Walsh Street.
- Adjustments and relocations necessary to public utility services resulting from these works.

4.3 Stormwater Management

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

4.3.2 All stormwater drainage collected from the site must be discharged to an approved legal point of discharge.

4.4 Car Parking/Internal Driveways

4.4.1 The applicant/developer must ensure the development is provided with three (3) on-site car parking spaces which are available solely for the parking of vehicles associated with the use of the premises.

4.4.2 All car parking spaces and internal driveways must be concrete, bitumen or asphalt sealed and appropriately drained prior to the commencement of the use and to the satisfaction of Council's delegated officer.

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

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

4.5 Landscaping and Fencing

4.5.1 Prior to the commencement of the use of the site, a landscape plan must be prepared and submitted to Council's delegated officer for consideration and approval.

4.5.2 The landscape plan must include landscaping and fencing generally in accordance with the approved Site Plan (24002 Sheet 02 Rev A) and in compliance with the Landscaping Code. Plant species are to be generally selected from the Plant Schedule in Planning Scheme Policy 6 - Landscaping and preferred plant species.

4.5.3 The landscaping plan must incorporate the following:

- (i) A 1.8 metre high colorbond (neutral colour) solid screen fence must be established along the full length of the site's common boundary with Lot 0 on BUP70464 and Lot 915 on M3565.
- (ii) The fencing is to be erected prior to the commencement of the use and maintained in good order for the life of the development, to the satisfaction of Council's delegated officer.

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

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

4.6 Lighting

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

4.7 Water Supply

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

4.8 Sewerage Connection

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

(D) ASSESSMENT MANAGER'S ADVICE

- (a) A number of other charges or payments may be payable as conditions of approval. The applicable fee is set out in Council's Fees & Charges Schedule for each respective financial year.
- (b) A Trade Waste Permit may be required prior to the commencement of use.
- (c) Compliance with applicable codes/policies

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

- (d) Compliance with Acts and Regulations

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

- (e) Environmental Protection and Biodiversity Conservation Act 1999

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

- (f) Cultural Heritage

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

- (g) Electric Ants

Electric ants are designated as restricted biosecurity matter under the *Biosecurity Act 2014*.

Certain restrictions and obligations are placed on persons dealing with electric ant carriers within the electric ant restricted zone. Movement restrictions apply in accordance with Sections 74–77 of the *Biosecurity Regulation 2016*. Penalties may be imposed on movement of electric ant carriers and electric ants in contravention of the legislated restrictions. It is the responsibility of the applicant to check if the nominated property lies within a restricted zone.

All persons within and outside the electric ant biosecurity zone have an obligation (a ***general biosecurity obligation***) to manage biosecurity risks and threats that are under their control, they know about, or they are expected to know about. Penalties may apply for failure to comply with a general biosecurity obligation.

For more information please visit the electric ant website at [Electric ants in Queensland | Business Queensland](#) or contact Biosecurity Queensland 13 25 23.

(E) RELEVANT PERIOD

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

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

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

- Development Permit for Building Work

(G) OTHER APPROVALS REQUIRED FROM COUNCIL

- Compliance Permit for Plumbing and Drainage Work
- Access approval arising from condition number 4.1 (Please contact Planning Section to obtain application form and applicable fee)

THE SITE

The subject site comprises two (2) adjoining allotments situated at 141-143 Walsh Street, Mareeba, being described as Lots 902 and 903 on CP M3565. Both lots are situated within the Centre zone under the Mareeba Shire Council Planning Scheme 2016.

Each lot is regular in shape with an area of 1,012m² and having a frontage of 20 metres to Walsh Street. The subject site has a total area of 2,024m² and 40 metres of frontage to Walsh Street.

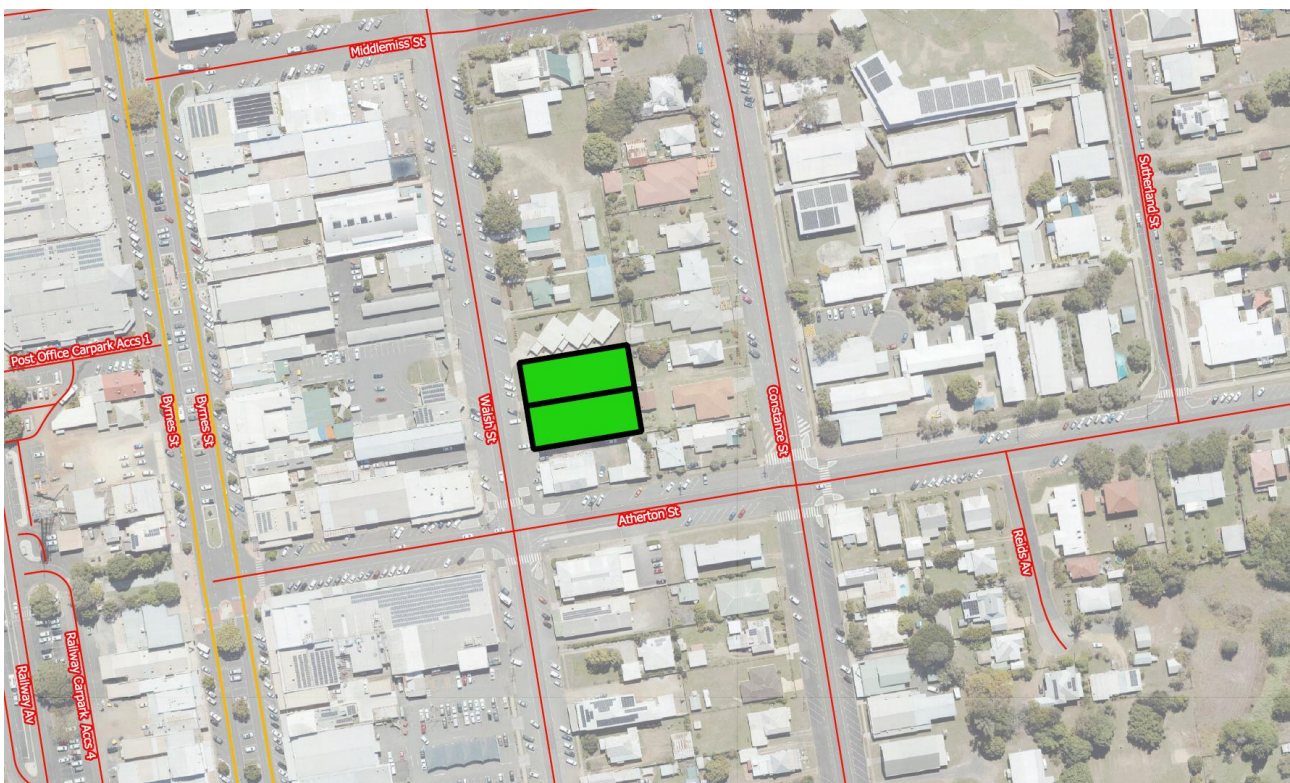
The section of Walsh Street fronting the subject site is constructed to a 22 metre wide bitumen/asphalt sealed standard with kerb and channel on both sides. All access is obtained via the Walsh Street frontage.

Lot 902 contains the Mareeba Tyrepower showroom and workshop which has operated from this location since 1996/97. Lot 903 is currently vacant with its long established (pre-1950) dwelling house having been removed in late 2023.



Map Disclaimer:

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



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Lots adjoining the subject site on Walsh Street are zoned Centre and accommodate both residential and commercial activities. The adjoining lots in Constance Street are zoned Medium Density Residential and all contain established dwelling houses.

All urban services are connected to the subject site.

BACKGROUND AND CONTEXT

Nil

PREVIOUS APPLICATIONS & APPROVALS

Nil

DESCRIPTION OF PROPOSED DEVELOPMENT

The development application seeks a Development Permit for Material Change of Use – Warehouse (Storage Shed Auxiliary to Adjacent Tyre Shop) in accordance with the plans shown in **Attachment 1**.

The applicant is proposing to construct a 300m² GFA (12m x 25m by 6.058m high) steel and iron shed to store tyres, wheels and other products for use by Mareeba Tyrepower.

The shed will be setback 16 metres from the Walsh Street frontage, with a 1.5 metre wide landscape buffer established along the Walsh Street frontage. A concrete driveway will provide access off Walsh Street to the shed and to carparking at the rear.

A 1.8 metre colorbond screen fence is intended along the side and rear common boundaries with the adjoining residential uses. A landscaping buffer is also proposed along the common boundary with 139 Walsh Street (adjoining residential units).

REGIONAL PLAN DESIGNATION

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

PLANNING SCHEME DESIGNATIONS

Strategic Framework:	Land Use Categories <ul style="list-style-type: none">Centre Area Transport Elements <ul style="list-style-type: none">Local Collector Road
Zone:	Centre zone
Preferred Area/Precinct:	Town Centre Core
Overlays:	Airport environs overlay Transport infrastructure overlay

Planning Scheme Definitions

The proposed use is defined as:

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
Warehouse	<p>Premises used for the storage and distribution of goods, whether or not in a building, including self-storage facilities or storage yards.</p> <p>The use may include sale of goods by wholesale where ancillary to storage.</p> <p>The use does not include retail sales from the premises or industrial uses.</p>	Self-storage sheds	Hardware and trade supplies, outdoor sales, showroom, shop

RELEVANT PLANNING INSTRUMENTS

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

(A) Far North Queensland Regional Plan 2009-2031

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

(B) State Planning Policy

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

(C) Mareeba Shire Council Planning Scheme 2016

Strategic Framework

3.3.3 Element—Major regional activity centre

3.3.3.1 Specific outcomes

- (1) The role and function of Mareeba as the major regional activity centre for services in Mareeba Shire is strengthened. Mareeba is to accommodate the most significant concentrations of regional-scale business, retail, entertainment, government administration, secondary and tertiary educational facilities and health and social services within the shire.
- (2) Development within Mareeba over time enhances the Shire's self-sufficiency in terms of services offered, business and employment opportunities.

- (4) The centre area of Mareeba continues to be focussed on the core area around Byrnes Street (between Rankin and Lloyd Streets), with significant expansion of centre activities within underutilised sites within the Byrnes Street core, in Walsh Street and south along Byrnes Street. New development will improve the streetscape of the town centre including streetscape improvement.
- (5) Regional scale services and employment are provided in Mareeba, including:
 - (a) primary, secondary and tertiary educational establishments;
 - (b) major supermarkets and large format retailers;
 - (c) factory outlets and warehouses;
 - (d) government administration;
 - (e) hospitals and social services;
 - (f) major recreation and health and fitness facilities.

Comment

The proposed development is necessary to support the growth of the long-established tyre fitting business (Mareeba Tyrepower) at 143 Walsh Street.

The proposed development satisfies all of the specific outcomes identified above.

3.7.6 Element—Retail and commercial development

3.7.6.1 Specific outcomes

- (1) Commercial development will be facilitated by:
 - (a) consolidation and co-location of centre activities in existing centre areas;
 - (b) identification of space adjacent to centre areas to cater for the expansion of commercial activities;
 - (c) infrastructure provision in areas identified as able to cater for new commercial development;
 - (d) maintenance of a high standard of infrastructure, services and amenity in existing commercial areas to support further business investment and expansion.
- (3) Centre areas provide a vibrant, busy setting for community activity, social interaction and local trade and exchange. Each centre area retains its relaxed rural atmosphere and unique character, and provides for a high level of pedestrian activity.
- (4) The following features are integrated or provided by new commercial development:
 - (a) attractive streetscapes with shade trees and awnings;
 - (b) active shop fronts;
 - (c) pedestrian and cyclist comfort and convenience;
 - (d) universal design principles;
 - (e) spaces for community activity and social interaction;
 - (f) CPTED initiatives.

Comment

The proposed development is necessary to support the growth of the long-established tyre fitting business (Mareeba Tyrepower) at 143 Walsh Street.

The proposed development satisfies all of the specific outcomes identified above.

Relevant Developments Codes

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

- 6.2.1 Centre zone code
- 7.2.2 Mareeba local plan code
- 8.2.2 Airport environs overlay code
- 9.3.5 Industrial activities code
- 9.4.2 Landscaping code
- 9.4.3 Parking and access code
- 9.4.5 Works, services and infrastructure code

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

Relevant Codes	Comments
Centre zone code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Mareeba local plan code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Airport environs overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Industrial activities code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Landscaping code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Parking and access code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Works, services and infrastructure code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.

(D) Planning Scheme Policies/Infrastructure Charges Plan

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

The development will be conditioned to require all development works be designed and constructed in accordance with FNQROC Development Manual standards.

Planning Scheme Policy 9 - Footpath Paving

The subject site is within the area affected by PSP 9. A two (2) metre wide concrete footpath will be conditioned from the edge of the existing Tyrepower driveway up to and including the full frontage of Lot 903.

(E) Adopted Infrastructure Charges Notice

Adopted Infrastructure Charges Resolution (No. 1) of 2023 establishes the following charge rate for the proposed change of use:

- \$37 per m2 of gross floor area (GFA) for warehouse

The proposed warehouse has a GFA of 300m2 and the resulting maximum charge is \$11,100.00.

As Lot 903 has an existing credit of \$20,768.00 (vacant lot credit), no additional infrastructure charge will be payable for the proposed development.

REFERRAL AGENCY

This application did not trigger referral to a Referral Agency.

Internal Consultation

Not applicable.

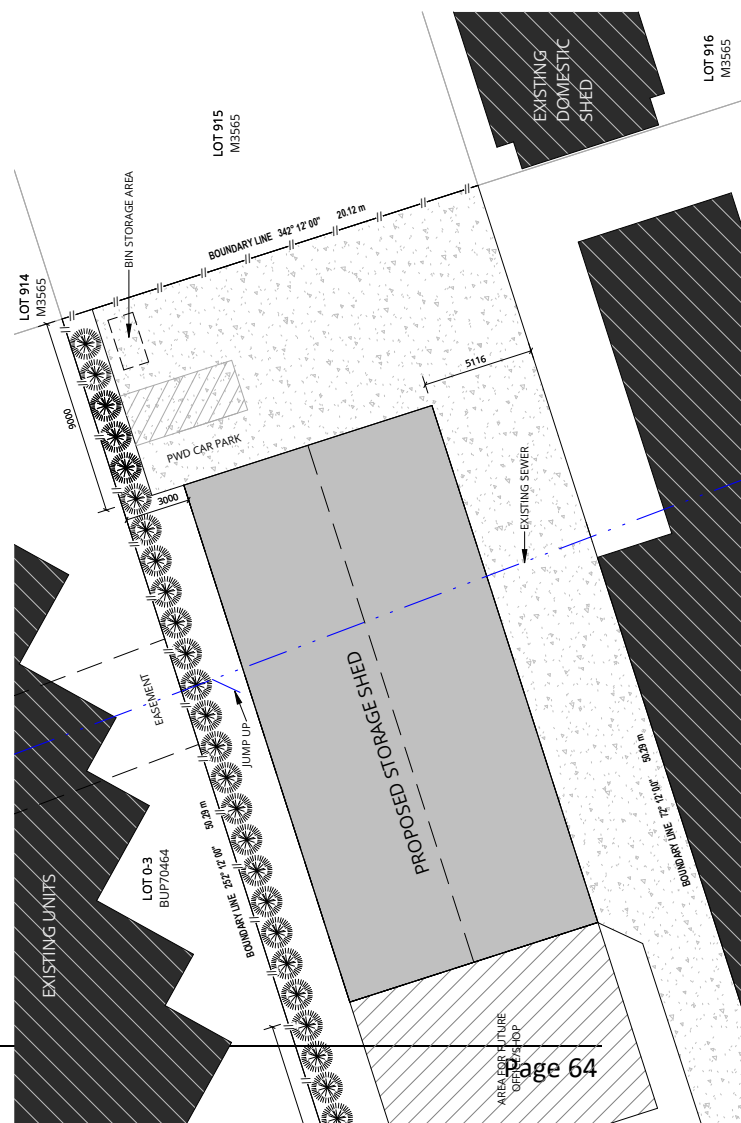
PUBLIC NOTIFICATION

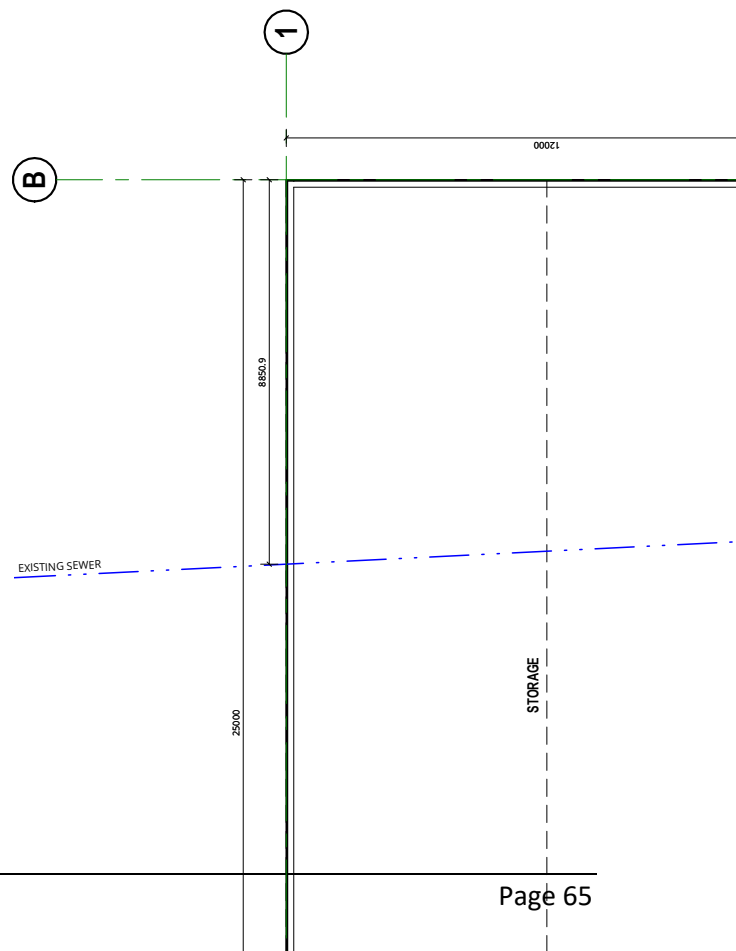
The development proposal was placed on public notification from 24 April 2024 to 17 May 2024. The applicant submitted the notice of compliance on 20 May 2024 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

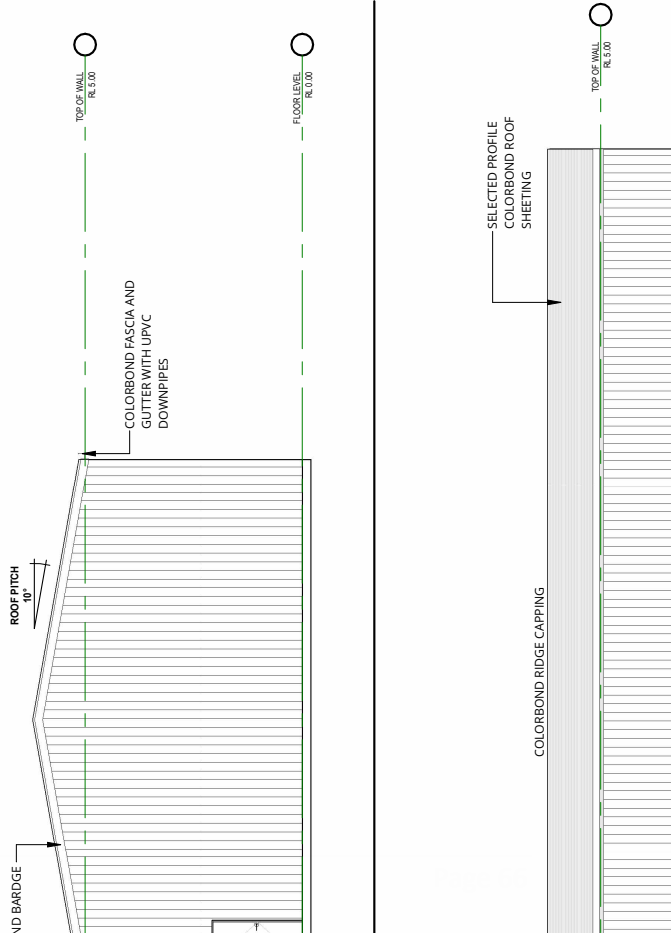
No submissions were received.

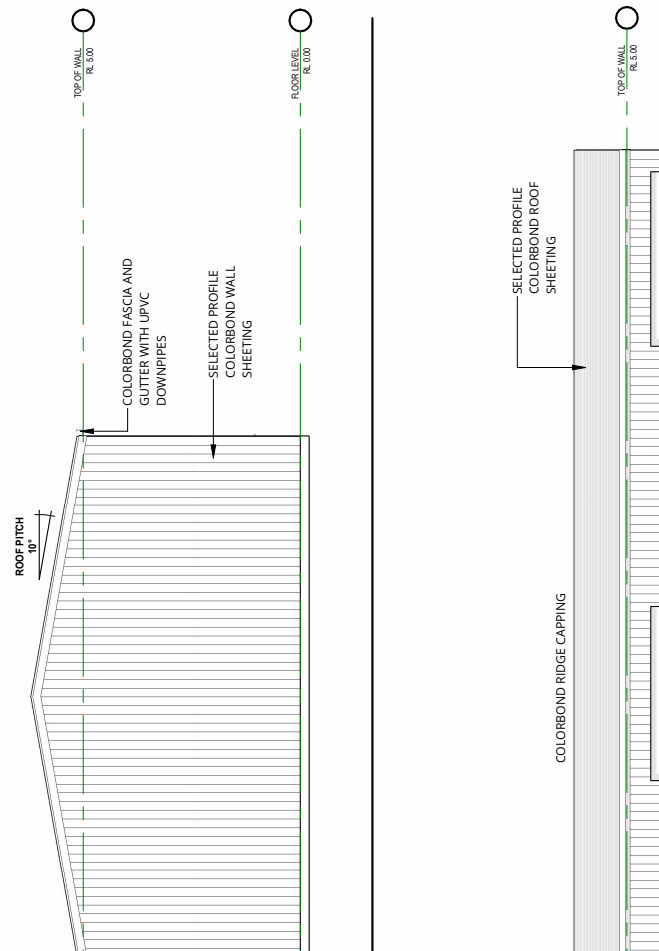
PLANNING DISCUSSION

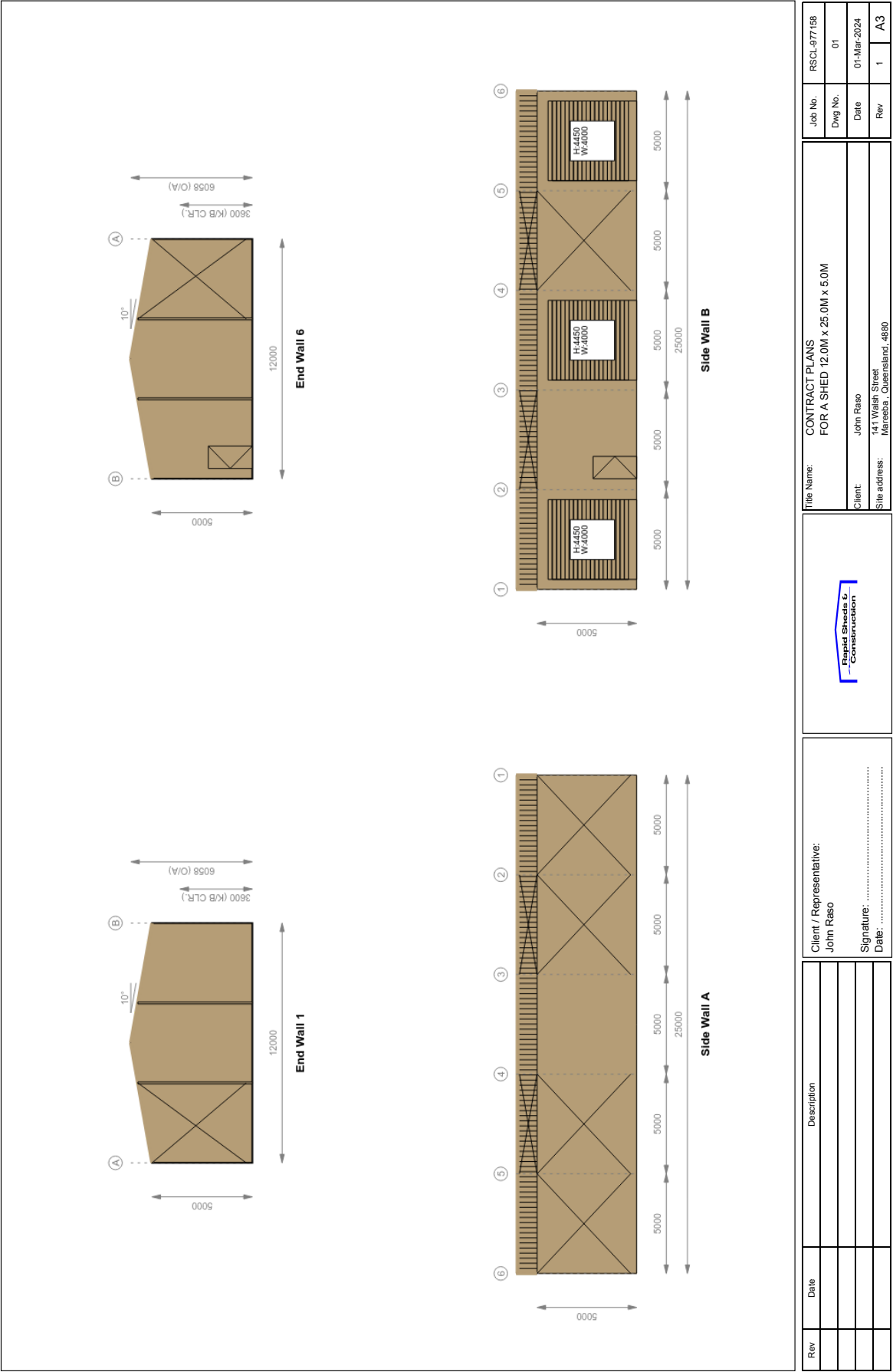
Nil

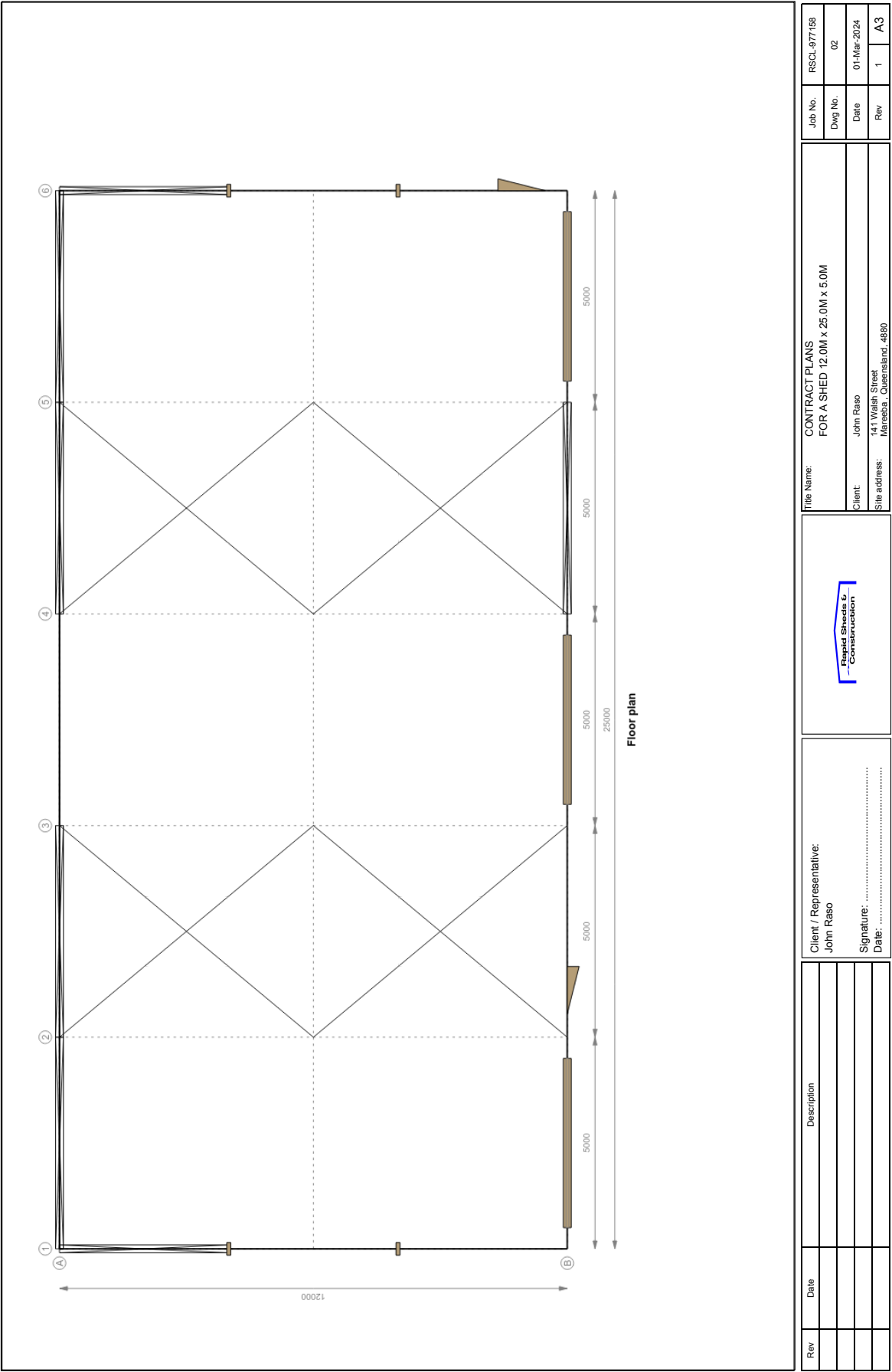




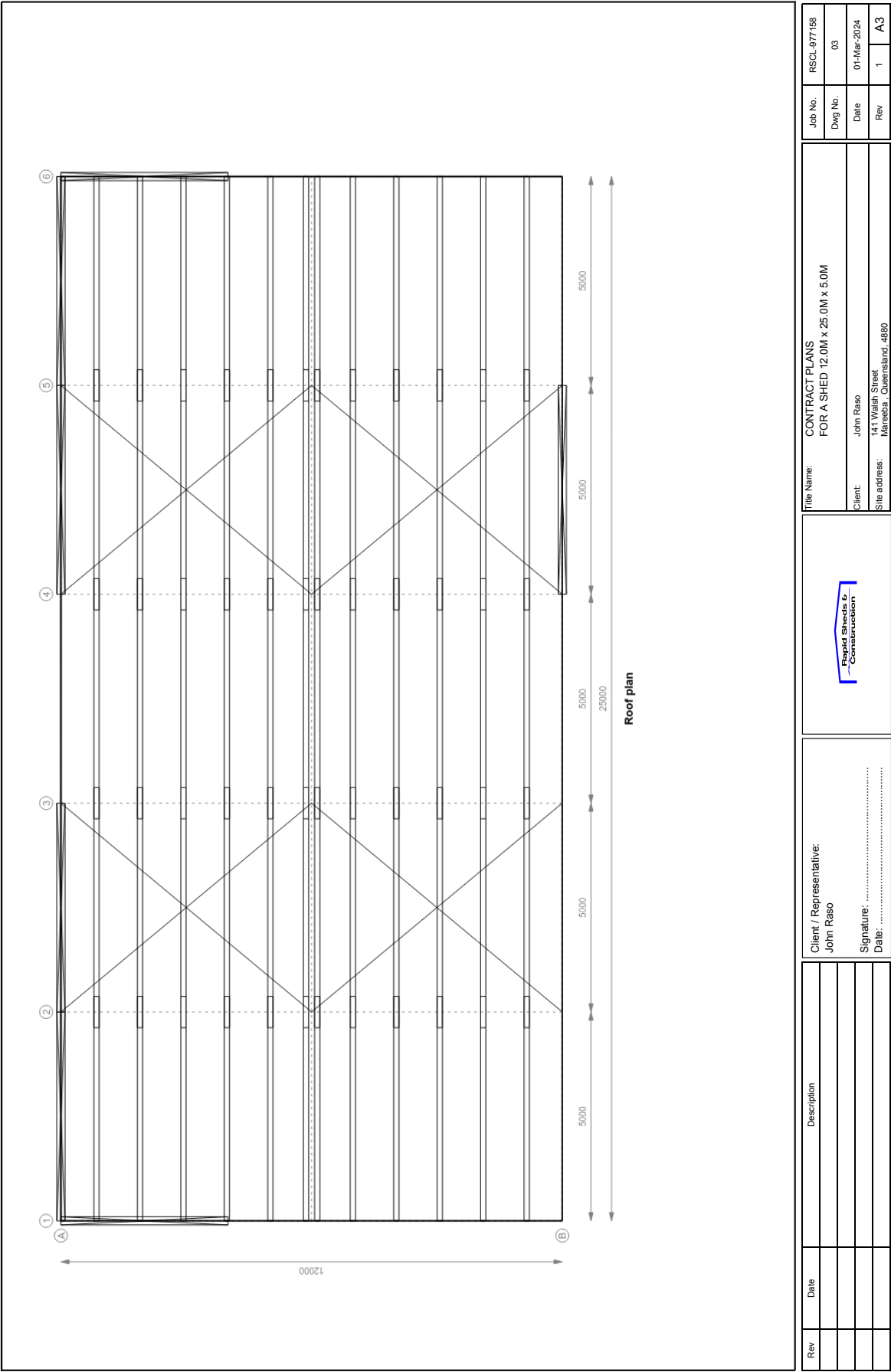








Document Set ID: 4340848
Version: 2, Version Date: 09/04/2024



SPECIFICATION NOTES

GENERAL:

DRAWINGS PREPARED FROM INFORMATION SUPPLIED BY THE OWNER AND/OR BUILDER
ALL DIMENSIONS ARE IN MILLIMETRES AND SHALL BE VERIFIED ON SITE

DO NOT SCALE FROM DRAWING

ALL DIMENSIONS AND ALL FLOOR LEVELS PROVIDED ARE TO BE CONFIRMED PRIOR TO CONSTRUCTION
IT IS THE RESPONSIBILITY OF THE BUILDER TO VERIFY DOCUMENTS AS TO THEIR ACCURACY AND SUITABILITY
THESE PLANS ARE TO BE READ IN CONJUNCTION WITH ENGINEERS DETAILS

ALL STRUCTURAL ELEMENTS ARE TO BE DESIGNED BY A PRACTISING STRUCTURAL ENGINEER
ALL METAL FITTINGS USED IN STRUCTURAL TIMBER JOINTS AND BRACING MUST HAVE CORROSION PROTECTION
PRODUCT SPECIFICATION
AUTOCLAVED AGERATED CONCRETE PRODUCTS SHALL BE INSTALLED IN ACCORDANCE WITH MANUFACTURERS
NCC REFERS TO THE NATIONAL CONSTRUCTION CODE OF AUSTRALIA - VOLUME 2 (NCC 2022)

ABC8 REFERS TO AUSTRALIAN BUILDING CODES BOARD (ABC8)
ALL CONSTRUCTION WORK MUST BE COMPLETED STRICTLY IN ACCORDANCE WITH THE NATIONAL CONSTRUCTION
CODE (NCC 2022) VOLUME 2, NCC VOLUME 3 PLUMBING CODE OF AUSTRALIA & THE AUSTRALIAN BUILDING CODES
BOARD (ABC8) HOUSING PROVISIONS

STATUTORY REQUIREMENTS:

ALL WORK TO BE CARRIED OUT IN ACCORDANCE WITH THE NCC. CONDITIONS IMPOSED BY THE LOCAL AUTHORITY
AND THE COMMITMENTS OUTLINED IN THE RELEVANT BASIC CERTIFICATE AND/OR NATHERS ASSESSMENT.
THE BUILDER IS TO COMPLY WITH THE REQUIREMENTS OF ALL LEGALLY CONSTITUTED AUTHORITIES HAVING
JURISDICTION OVER THE BUILDING WORKS AND THE PROVISIONS OF THE HOME BUILDING ACT

PRIOR TO THE COMMENCEMENT OF BUILDING WORK, THE BUILDER SHALL PROVIDE TEMPORARY TOILET FACILITIES
FOR THE USE OF SUBCONTRACTORS WHERE THE LOCAL AUTHORITY REQUIRES THE TEMPORARY TOILET TO BE
BUILT. THE ADDITIONAL COST SHALL BE BORNE BY THE OWNER, ON COMPLETION, THE
BUILDER SHALL REMOVE THE AMENITY

NCC SECTION REQUIREMENTS:

SECTION H CLASS 1 & 10 BUILDINGS:

PART H1 STRUCTURE:

A CLASS 1 OR 10 BUILDING'S STRUCTURAL RELIABILITY & RESISTANCE SHALL COMPLY WITH **H104** OF NCC
A CLASS 1 OR CLASS 10 BUILDING MUST BE CONSTRUCTED IN ACCORDANCE WITH SECTION 2 (**PARTS 2.1 & 2.2**) OF
THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS, OR THE RELEVANT PROVISIONS OF **H102**
H104 OF NCC FOR STRUCTURAL PROVISIONS OR ANY COMBINATION THEREOF

ALL SITE PREPARATION & EARTHWORKS SHALL BE IN ACCORDANCE WITH THE ENGINEERS DETAILS AND **H105** OF
HOUSING PROVISIONS (**PARTS 3.1.5.1 & 3.1.5.2**) OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8)

ALL FOOTINGS & SLABS, EXCAVATIONS AND UNDERFLOOR FILL SHALL BE IN ACCORDANCE WITH THE ENGINEERS
DETAILS AND **H104** AND **NSW H104.1** AND **H105** OF NCC & SECTION 4 (**PART 4.1.1.1**) OF THE AUSTRALIAN BUILDING
CODES BOARD (ABC8) HOUSING PROVISIONS

ALL MASONRY SHALL COMPLY WITH **H106** AND **H104** OF NCC & SECTION 5 (**PARTS 5.1.1.1 & 5.1.1.2**) OF THE AUSTRALIAN
BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS. APPROPRIATE TIES SHALL BE PROVIDED TO ARTICULATED
MASONRY JOINTS

TIMBER FRAMEWORK SHALL COMPLY WITH **H108** OF NCC. **AS1824** & SECTION 6 (**PARTS 6.1.1.1 & 6.1.1.3**) OF THE AUSTRALIAN
BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS
STEEL FRAMING SHALL BE IN ACCORDANCE WITH MANUFACTURERS RECOMMENDATION AND **H109** OF NCC &
SECTION 6 (**PARTS 6.1.1.1 & 6.1.1.3**) OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

ALL ROOF CLADDING & WALL CLADDING SHALL COMPLY WITH **H107** AND **H106** OF NCC & SECTION 7 (**PARTS 7.1.1.1 & 7.1.1.2**) OF
THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS AND BE INSTALLED IN ACCORDANCE WITH
MANUFACTURERS RECOMMENDATIONS

ALL GLAZING SHALL COMPLY WITH **H101** AND **H107** OF NCC & SECTION 8 (**PARTS 8.1.1.1 & 8.1.1.3**) OF THE AUSTRALIAN
BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

A CLASS 1 BUILDING CONSTRUCTED IN A FLOOD HAZARD AREA SHALL COMPLY WITH **H112** & **H110.1** OF NCC &
CONSTRUCTED IN ACCORDANCE WITH THE AUSTRALIAN BUILDING CODES BOARD (ABC8) STANDARD FOR
CONSTRUCTION OF FRAMED DECKS & BALCONIES IN FLOOD HAZARD AREAS

ATTACHMENT OF FRAMED DECKS & BALCONIES TO EXTERNAL WALLS OF BUILDINGS USING A WALING PLATE SHALL
BE IN

ACCORDANCE WITH **H111** OF NCC & SECTION 12 (**PART 12.1.1**) OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8)
HOUSING PROVISIONS

PILED FOOTINGS TO BE IN ACCORDANCE WITH **H112.2** OF NCC & IN ACCORDANCE WITH ENGINEERS SPECIFICATIONS

PART H2 DAMP & WEATHERPROOFING:

RAINWATER MANAGEMENT INCL. SURFACE WATER SHALL COMPLY WITH **H201** OF NCC WEATHERPROOFING OF
A BUILDING SHALL COMPLY WITH **H202** OF NCC

ISING DAMP SHALL COMPLY WITH **H203** OF NCC & PART **NSW H203.1 & 2**

DRAINAGE FOR SWIMMING POOLS SHALL COMPLY WITH **H204** OF NCC

DRAINAGE SHALL BE DESIGNED & CONSTRUCTED IN ACCORDANCE WITH **H205** OF NCC & SECTION 3 (**PART 3.3**)
OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

SUB FLOOR VENTILATION TO BE IN ACCORDANCE WITH **H206** AND **H207** OF NCC & SECTION 5 (**PART 5.1**) & SECTION 6
(**PART 6.1**) OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS
INTERNAL WEATHERPROOFING FOR ROOFING, SUB FLOOR, CEILING, ROOF TERRACES, BALCONIES & TERRACES &
OTHER SIMILAR HORIZONTAL SURFACES LOCATED ABOVE INTERNAL SPACES OF A BUILDING SHALL COMPLY WITH
H208 OF NCC

PART H3 FIRE SAFETY:

A CLASS 1 BUILDING MUST BE PROTECTED FROM THE SPREAD OF FIRE IN ACCORDANCE WITH **H301** OF NCC
ALL OCCUPANTS OF A CLASS 1 BUILDING MUST BE PROVIDED WITH AUTOMATIC WARNING ON THE DETECTION OF
SMOKE IN ACCORDANCE WITH **H302**
CLASS 1 & 10 BUILDINGS WITHIN THE BUSHFIRE ZONE MUST BE CONSTRUCTED WITH MATERIALS CONTAINING FIRE
HAZARD PROPERTIES & NON-COMBUSTIBLE ELEMENTS IN ACCORDANCE WITH **H303** OF NCC

FIRE SEPARATION OF EXTERNAL WALLS MUST COMPLY WITH **H303** OF NCC & **PART 3.3** OF THE AUSTRALIAN BUILDING
CODES BOARD (ABC8) HOUSING PROVISIONS

FIRE PROTECTION OF SEPARATING WALLS AND FLOORS MUST COMPLY WITH **H304** OF NCC & **PART 3.3** OF THE
AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

FIRE SEPARATION OF GARAGE TOP INWELLINGS MUST COMPLY WITH **NSW H305** OF NCC & SECTION 9
(**PART 9.1**) & 9.4 OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

SMOKE ALARMS & EVACUATION LIGHTING TO BE INSTALLED IN ACCORDANCE WITH **H306** OF NCC & SECTION 9 (**PART**
9.1) OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

PART H4 HEALTH & AMENITY:

WET AREAS TO BE CONSTRUCTED & WEATHERPROOFED IN ACCORDANCE WITH **H402**, **H201** & **H208** OF NCC &
SECTION 10 (**PART 10.2**) OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

MATERIALS & INSTALLATION OF WET AREA COMPONENTS AND SYSTEMS MUST COMPLY WITH **H403** OF NCC &
SECTION 10 (**PART 10.2**) OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

ROOM HEIGHTS ARE TO BE CONSTRUCTED IN ACCORDANCE WITH **H404** AND **H407** OF NCC & SECTION 10 (**PART 10.3**)
OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

HEALTH & AMENITY FACILITIES ARE TO BE CONSTRUCTED IN ACCORDANCE WITH **H405** AND **H406** OF NCC & SECTION
10 (**PART 10.4**) OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

LOSING SHALL COMPLY WITH **H408** AND **H409** OF NCC & SECTION 10 (**PART 10.5**) OF THE AUSTRALIAN BUILDING CODES
BOARD (ABC8) HOUSING PROVISIONS

ARTIFICIAL LIGHTING IS TO BE INSTALLED IN ACCORDANCE WITH **H405** OF NCC & SECTION 10 (**PART 10.5**) TO ANY
ROOMS WITH NATURAL LIGHTING
ACCORDANCE WITH THE RELEVANT PROVISIONS OF **PART 10.5.1** IS NOT AVAILABLE

VENTILATION IS TO BE INSTALLED IN ACCORDANCE WITH **H407** AND **H408** OF NCC & SECTION 10 (**PART 10.6**) OF THE
AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS AND INSTALLED TO MANUFACTURERS
SPECIFICATIONS

SOUND INSULATION IS TO BE INSTALLED IN ACCORDANCE WITH **H409** AND **H410** OF NCC & SECTION 10 (**PART 10.7**) OF
THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS, AND INSTALLED TO MANUFACTURERS
SPECIFICATIONS

CONDENSATION AND WATER VAPOR MANAGEMENT SHALL COMPLY WITH **H403** AND **H407** OF NCC & SECTION 10
(**PART 10.8**) OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

PART H5 SAFE MOVEMENT & ACCESS:

CLASS 1 AND 10 BUILDINGS MUST BE CONSTRUCTED IN ACCORDANCE WITH **H501** OF NCC

STAIRWAYS AND RAMPS MUST BE CONSTRUCTED IN ACCORDANCE WITH **H502** OF NCC & SECTION 11 (**PART 11.2**) OF
THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

BARRIERS AND HANDRAILS MUST BE INSTALLED IN ACCORDANCE WITH **H503** AND **H504** OF NCC & SECTION 11 (**PART**
11.3) OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

PART H6 ENERGY EFFICIENCY:

THERMAL PERFORMANCE OF A CLASS 1 AND 10 BUILDING SHALL COMPLY WITH **H602** AND **H601** OF NCC AND
SECTION 10 (**PARTS 10.1.1.1 & 10.1.1.2**) OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

THE ENERGY VALUE AND/OR USAGE OF A BUILDING'S DOMESTIC SERVICES MUST COMPLY WITH **H603** AND **H604** OF
NCC AND SECTION 10 (**PARTS 10.1.1.1 & 10.1.1.2**) OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

PART H7 ANCILLARY PROVISIONS & ADDITIONAL CONSTRUCTION REQUIREMENTS:

SWIMMING POOLS, INCLUDING POOL DEPTHS, SAFETY BARRIERS & WATER RETICULATION SYSTEMS MUST BE
DESIGNED & CONSTRUCTED IN ACCORDANCE WITH **H702** AND **H701** OF NCC. SWIMMING POOL DRAINAGE
IS TO COMPLY WITH **H704** OF NCC

ALL CLASS 1 AND 10 BUILDINGS LOCATED IN ADJACENT AREAS MUST COMPLY WITH **H705** AND **H706** OF NCC & SECTION
12 (**PART 12.2**) OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

ALL CLASS 1 AND 10 BUILDINGS LOCATED IN BUSHFIRE PRONE AREAS MUST COMPLY WITH **H704** AND **NSW H704** AND
BUILDINGS LOCATED IN BUSHFIRE PRONE AREA ONLY

APPROPRIATE BUSHFIRE RETHER IS TO BE CONSTRUCTED IN ACCORDANCE WITH **H705** OF NCC FOR CLASS 10C
BUILDINGS LOCATED IN BUSHFIRE PRONE AREA ONLY

HEATING APPLIANCES, FIREPLACES, CHIMNEYS AND FLUES ARE TO BE INSTALLED IN ACCORDANCE WITH **H708** AND
HEATING APPLIANCES, FIREPLACES, CHIMNEYS AND FLUES ARE TO BE INSTALLED IN ACCORDANCE WITH **H708** AND
SECTION 12 (**PART 12.2**) OF THE AUSTRALIAN BUILDING CODES BOARD (ABC8) HOUSING PROVISIONS

AUSTRALIAN STANDARD (AS) REQUIREMENTS:

ALL SITE PREPARATION & EARTH RETAINING STRUCTURES SHALL BE IN ACCORDANCE WITH **AS4674** & STRICTLY IN
ACCORDANCE WITH ENGINEERS SPECIFICATIONS

CONCRETE SLAB AND FOOTINGS TO BE DESIGNED & CONSTRUCTED IN ACCORDANCE WITH **AS2072** & STRICTLY IN
ACCORDANCE WITH ENGINEERS SPECIFICATIONS

PILED FOOTINGS TO BE DESIGNED & CONSTRUCTED IN ACCORDANCE WITH **AS2119** & STRICTLY IN ACCORDANCE
WITH ENGINEERS SPECIFICATIONS

ALL MASONRY TO BE DESIGNED & CONSTRUCTED IN ACCORDANCE WITH **AS3700**
& STRICTLY IN ACCORDANCE WITH ENGINEERS SPECIFICATIONS

THE STRUCTURAL DESIGN OF ALL BUILDINGS TO BE DESIGNED & CONSTRUCTED IN ACCORDANCE WITH **AS2031.170**
& STRICTLY IN ACCORDANCE WITH ENGINEERS SPECIFICATIONS

STEEL STRUCTURES TO BE DESIGNED & CONSTRUCTED IN ACCORDANCE WITH **AS4100** & STRICTLY IN ACCORDANCE
WITH ENGINEERS SPECIFICATIONS

COLD-FORMED STEEL STRUCTURES TO BE DESIGNED & CONSTRUCTED IN ACCORDANCE WITH **AS2054.600** &
STRICTLY IN ACCORDANCE WITH ENGINEERS SPECIFICATIONS

WINDOWS AND DOORS SHALL BE MANUFACTURED AND INSTALLED IN ACCORDANCE WITH **AS2047**
ACCORDANCE WITH MANUFACTURERS INSTRUCTIONS

SHEET METAL ROOFING SHALL BE DESIGNED, MANUFACTURED & INSTALLED IN ACCORDANCE WITH **AS1802**
ACCORDANCE WITH MANUFACTURERS INSTRUCTIONS

TERRACOTTA, FIBRE-CEMENT AND TIMBER SLATES AND SHINGLES SHALL BE DESIGNED, MANUFACTURED &
INSTALLED IN ACCORDANCE WITH **AS3497**

ROOF TILES SHALL BE DESIGNED, MANUFACTURED & INSTALLED IN ACCORDANCE WITH **AS2080**

METAL WALL CLADDING SHALL BE DESIGNED, MANUFACTURED & INSTALLED IN ACCORDANCE WITH **AS1592**
AUTOCLAVED AGERATED CONCRETE WALL CLADDING SHALL BE DESIGNED, MANUFACTURED & INSTALLED IN
ACCORDANCE WITH **AS3545**

ALL WINDOWS & GLAZED DOORS SHALL BE DESIGNED, MANUFACTURED & INSTALLED IN ACCORDANCE WITH **AS2047**
& STRICTLY IN ACCORDANCE WITH MANUFACTURERS SPECIFICATIONS

ALL GLAZING & GLAZED ASSEMBLIES SHALL BE DESIGNED, MANUFACTURED & INSTALLED IN ACCORDANCE WITH
AS1248 & STRICTLY IN ACCORDANCE WITH MANUFACTURERS SPECIFICATIONS

STRIP AND SHEET FLOORING SHALL BE INSTALLED IN ACCORDANCE WITH **AS1864**

INSTALLATION OF PARTICLEBOARD FLOORING SHALL BE INSTALLED IN ACCORDANCE WITH **AS1400**
ALL TIMBER DOORS AND DOOR SETS SHALL BE MANUFACTURED IN ACCORDANCE WITH **AS2080** AND **AS2080.1** UNLESS
LISTED OTHERWISE IN SCHEDULE OF WORKS

TIMBER FRAMING IS TO BE DESIGNED & CONSTRUCTED IN ACCORDANCE WITH **AS1728** & RESIDENTIAL TIMBER-
FRAMED CONSTRUCTION **AS1864** & STRICTLY IN ACCORDANCE WITH THE RESIDENTIAL TIMBER FRAMING CODE

ALL PLUMBING SHALL COMPLY WITH THE REQUIREMENTS OF THE RELEVANT SUPPLY AUTHORITY AND AS3500, AND IN
ACCORDANCE WITH THE AUSTRALIAN BUILDING CODES BOARD (ABC8), NCC VOLUME 3 PLUMBING CODE OF
AUSTRALIA

ALL PLUMBING WORK MUST CARRIED OUT BY A LICENSED PLUMBER
DRAINAGE SHALL BE DESIGNED & CONSTRUCTED IN ACCORDANCE WITH **AS3500**

WATERPROOFING OF DOMESTIC WET AREAS SHALL BE IN ACCORDANCE WITH **AS1740** & CERAMIC TILES MUST BE IN
ACCORDANCE WITH **AS3988** & STRICTLY IN ACCORDANCE WITH MANUFACTURERS SPECIFICATIONS

INTERIOR & ARTIFICIAL LIGHTING SHALL BE DESIGNED & INSTALLED IN ACCORDANCE WITH **AS1625.160**

SWIMMING POOLS, INCLUDING POOL DEPTHS, SAFETY BARRIERS & WATER RETICULATION SYSTEMS MUST BE
INSTALLED IN ACCORDANCE WITH **AS1728** & STRICTLY IN ACCORDANCE WITH MANUFACTURERS SPECIFICATIONS

DOMESTIC COLD-TO-TO-TO BURNING APPLIANCES MUST BE INSTALLED IN ACCORDANCE WITH **AS1072.2018** & STRICTLY IN
ACCORDANCE WITH MANUFACTURERS SPECIFICATIONS

BUILDINGS LOCATED IN BUSHFIRE PRONE AREAS MUST COMPLY WITH **AS3939** & STRICTLY IN ACCORDANCE WITH THE
CONSTRUCTION REQUIREMENTS PRESCRIBED WITHIN THE RELEVANT BAL RATING, ASSESSED WITHIN **AS3929**

ENGAGED PIERS IN SINGLE LEAF MASONRY WALLS SHALL BE CONSTRUCTED IN ACCORDANCE WITH TABLE 9.2 PIER
SPACINGS FOR ONE WAY SPANNING WALLS OF AUSTRALIAN STANDARD **AS4773.1-2010** MASONRY IN SMALL
BUILDINGS. REFER TO THE TABLE EXTRACT FOR DETAILS.

Rev	Date	Description	Client / Representative: John Raso	Title Name: SPECIFICATION NOTES FOR A SHED 12.0M x 25.0M x 5.0M	Job No. RSL-977158
			Signature:		Dwg No. 03
			Date:		Date 01-Mar-2024
				Client: John Raso	Rev 1
				Site address: 141 Walsh Street Mareeba, Queensland, 4880	A3

Document Set ID: 42409-48

Version: 2, Version Date: 09/04/2024

8.4 ADOPTED INFRASTRUCTURE CHARGES RESOLUTION (NO.1) 2024

Date Prepared: 2 May 2024

Author: Coordinator Planning Services

Attachments: 1. **Adopted Infrastructure Charges Resolution (No.1) 2024** [↓](#)
2. **Adopted Infrastructure Charges Resolution (No.1) 2024 Table 1** [↓](#)

EXECUTIVE SUMMARY

This report presents *Adopted Infrastructure Charges Resolution (No.1) 2024* for Council's consideration and endorsement. It reflects the proposed infrastructure charge rates from the 2024/2025 Planning fees which are also presented for adoption at this council meeting in a separate report.

Adopted Infrastructure Charges Resolution (No.1) 2024 forms Attachments 1 and 2 of this report.

RECOMMENDATION

That Council, under section 113 of the *Planning Act 2016*, adopts the *Adopted Infrastructure Charges Resolution (No.1) 2024* effective 1 July 2024.

BACKGROUND

Local Governments may, by resolution, adopt charges for providing trunk infrastructure for development. They can also levy different infrastructure charge amounts for local government areas and provide for the indexation of a levied charge. In order to do this, a local government needs to pass an adopted infrastructure charges resolution (AICR) as set out in Section 113 of the *Planning Act 2016 (PA)*.

Mareeba Shire Council passed *Adopted Infrastructure Charges Resolution (No.1) 2023* on 21 June 2023, and this resolution remains in effect.

Adopted Infrastructure Charges Resolution (No.1) 2024 will replace *Adopted Infrastructure Charges Resolution (No.1) 2023*. *Adopted Infrastructure Charges Resolution (No.1) 2024* reflects the new infrastructure charge rates from the 2024/2025 Planning fees, which were workshopped with Council in May 2024.

RISK IMPLICATIONS**Financial**

Adoption of the *Adopted Infrastructure Charges Resolution (No.1) 2024* will allow Council to levy infrastructure charges to fund trunk infrastructure planned under the Mareeba Shire Council Local Government Infrastructure Plan.

Infrastructure and Assets

Adoption of the *Adopted Infrastructure Charges Resolution (No.1) 2024* will allow Council to levy infrastructure charges to fund trunk infrastructure planned under the Mareeba Shire Council Local Government Infrastructure Plan.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Adoption of the *Adopted Infrastructure Charges Resolution (No.1) 2024* will allow Council to levy infrastructure charges to fund trunk infrastructure planned under the Mareeba Shire Council Local Government Infrastructure Plan.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

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

IMPLEMENTATION/COMMUNICATION

Adopted Infrastructure Charges Resolution (No.1) 2024 will be uploaded to Council's website on the 20 June 2024 and will have effect on and from the 1 July 2024.

Adopted Infrastructure Charges Resolution (No. 1) 2024

Mareeba Shire Council

Dated 19 June 2024

Disclaimer

Information contained in this document is based on available information at the time of writing. All figures and diagrams are indicative only and should be referred to as such. While the Mareeba Shire Council has exercised reasonable care in preparing this document it does not warrant or represent that it is accurate or complete. Council or its officers accept no responsibility for any loss occasioned to any person acting or refraining from acting in reliance upon any material contained in this document

Mareeba Shire Council Adopted Infrastructure Charges Resolution (No. 1) 2024**PART 1 PRELIMINARY****1.1 Title**

This resolution may be cited as the *Mareeba Shire Council Adopted Infrastructure Charges Resolution (No.1) 2024*.

1.2 Planning Act 2016

This resolution is made under Section 113 of the *Planning Act 2016*.

Any reference to *the Act* in this resolution means the *Planning Act 2016*.

1.3 Effect

This resolution and an adopted charge under this resolution takes effect on and from 1 July 2024.

1.4 Purpose of the resolution

The purpose of the resolution is to:

- a) Adopt charges (each an **adopted charge**) for the purpose of determining a levied charge for development for funding the cost of the trunk infrastructure networks identified in the Mareeba Shire Council Local Government Infrastructure Plan (LGIP), namely:
 - i. water supply;
 - ii. wastewater;
 - iii. stormwater;
 - iv. transport;
 - v. public parks and land for community facilities.
- b) State other matters relevant to the adopted charge and infrastructure charges;
- c) Include a method for working out the cost of infrastructure the subject of an offset or refund; and
- d) Include criteria for deciding a conversion application.

1.5 Application to the local government area

This resolution applies to the entire Mareeba Shire Council Local Government Area.

PART 2 RELATIONSHIP WITH THE PLANNING REGULATION

2.1 Relationship to the prescribed amount

In accordance with Section 114 of *the Act*, this resolution adopts a charge rate for particular development that is not more than the maximum adopted charge for providing trunk infrastructure for the development as prescribed by the *Planning Regulation 2017* and adopts different charges for particular development in different parts of the local government area (as detailed in Clause 3.2).

Schedule 16 of the *Planning Regulation 2017* states the prescribed amount for each adopted charge for providing trunk infrastructure for the development.

PART 3 ADOPTED INFRASTRUCTURE CHARGE

3.1 Development subject to infrastructure charges

Subject to Clause 3.2 and the provisions of *the Act*, this resolution applies if a development approval has been given and an adopted charge applies to providing trunk infrastructure for the development.

3.2 Applicable infrastructure charges rates

- a) It is resolved to adopt the infrastructure charges rates (the Charge Rates contained in Table 1, each an **adopted charge**) for particular development located within and outside of the Priority Infrastructure Area.
- b) Where development is located outside of the Priority Infrastructure Area, and is contiguous to the Priority Infrastructure Area, the adopted charge for development is the Charge Rate contained in Table 1.
- c) For all other development located outside of the Priority Infrastructure Area, the adopted charge for development is the Charge Rate contained in Table 1.
- d) The adopted charge rates for development contained in Table 1 includes a stormwater network charge and a charge rate for other networks (detailed in Clause 1.4 a).

PART 4 LEVIED CHARGE

4.1 Calculation of the levied charge

- a) Subject to Clause 4.1.d, a levied charge for development is calculated as follows:

$$LC = AC - C$$

Where:

LC is the total infrastructure charge that may be levied by Council (the **Levied Charge**).

AC is the charge for the proposed development calculated as follows:

- unit of measure multiplied by the adopted charge rate (stormwater and other networks) for the respective development identified in Table 1.

C (credit) is calculated as follows:

- unit of measure multiplied by the adopted charge rate (stormwater and other networks) for development (as determined in accordance with Clause 4.1) identified in Table 1.

Clause 4.2 provides guidance on determining extra demand placed upon trunk infrastructure and the calculation of the levied charge.

- b) Where the adopted charges associated with the credit (C) exceed the adopted charge for the proposed development (AC), then:
 - i. no infrastructure charges will be required; and
 - ii. no refund will be given.
- c) For the purposes of calculating AC or C in accordance with Clause 4.1, where development involves:
 - i. the reconfiguration of a lot that will create additional vacant allotments, or where vacant allotments exist, the '3 or more bedroom dwelling house' adopted charge rate contained in Table 1 is the rate to be used for the development in the calculation;
 - ii. dual land uses, the highest adopted charge rate associated with the land uses involved in the development contained in Table 1 is the adopted charge rate to be used in the calculation.
- d) The following proportional deductions to the levied charge for development that is located outside of the Priority Infrastructure Area apply:
 - i. 20% for all development where there is no waste water connection to the subject premises;
 - ii. 20% for all development where there is no water supply to the subject premises.

4.2 Extra demand

- a) Section 120 of *the Act* provides that a levied charge may be only for extra demand placed upon trunk infrastructure.
- b) In accordance with Section 120 of *the Act*, when working out extra demand, the demand on trunk infrastructure generated by the following must not be included:
 - i. an existing use on the premises if the use is lawful and already taking place on the premises;
 - ii. a previous use that is no longer taking place on the premises if the use was lawful at the time the use was carried out;

- iii. other development on the premises if the development may be lawfully carried out without the need for a further development permit.
- c) The demand generated by a use or development stated in 4.2 b. may be included if:
 - i. an infrastructure requirement that applies, or applied to the use or development, has not been complied with; and
 - ii. the demand generated by development stated in 4.2 b.
 - iii. May be included if:
 - an infrastructure requirement applies to the premises on which the development will be carried out; and
 - the infrastructure requirement was imposed on the basis of development of a lower scale or intensity being carried out on the premises.

4.3 Indexing of infrastructure charges

- a) It is resolved to provide for automatic increases in the levied charges from when they are levied to when they are paid (an **automatic increase provision**).

The increases will be calculated in accordance with the Consumer Price Index: All Groups, Brisbane.
- b) The increases calculated in accordance with Clause 4.3.a uses the applicable quarterly index value at the date the charge was levied to the applicable quarterly index value at the date the charge is to be paid.
- c) Under Section 114 of *the Act*, an automatic increase must not be more than the lesser of the following:
 - i. the difference between the levied charge, and the maximum adopted charge that the local government could have levied for the development when the charge is paid.
 - ii. the increase worked out using the PPI, adjusted according to the 3-yearly PPI average, for the period, starting on the day the levied charge is levied; and ending on the day the charge is paid.

PART 5 LOCAL GOVERNMENT INFRASTRUCTURE PLAN

5.1 Planning assumptions

The planning assumptions about future growth and urban development are identified in the LGIP.

5.2 Priority infrastructure area

The priority infrastructure area is identified in the LGIP.

5.3 Trunk infrastructure networks

The trunk infrastructure networks to which an adopted charge applies are identified in the LGIP.

5.4 Desired standard of service

The desired standards of service for each network are detailed in the LGIP.

5.5 Plans for trunk infrastructure

The existing and future plans for trunk infrastructure for the local government area are contained in the LGIP.

5.6 Infrastructure Work Schedule

The infrastructure works schedules, including the establishment cost of trunk infrastructure items, are contained in the LGIP.

PART 6 COST OF INFRASTRUCTURE OFFSETS OR REFUNDS

6.1 Establishment cost for works

The cost of the infrastructure for determining offsets and refunds for trunk infrastructure identified in a necessary infrastructure condition is the establishment cost identified in the LGIP.

6.2 Method for calculating infrastructure costs subject of the offset or refund

- a) Where a notice is given by an applicant under Section 137 of *the Act* for the recalculation of the establishment cost for trunk infrastructure, the applicant must, at their own cost, provide Council with the following:

For trunk infrastructure that is works:

- i. a bill of quantities for the design, construction and commissioning of the trunk infrastructure in accordance with a scope of works that is provided by Council; and
- ii. a first principles estimate for the cost of designing, constructing and commissioning the trunk infrastructure specified in the bill of quantities.

For trunk infrastructure that is land:

- i. a valuation of the specified land undertaken by a certified practicing valuer.
- b) Council must give a notice to the applicant which states whether the bill of quantities and the cost estimate or the valuation are accepted.
- c) If Council accepts the bill of quantities and the cost estimate or the valuation, the cost estimate or valuation is the establishment cost of the infrastructure.

- d) If Council does not accept the bill of quantities and the cost estimate or the valuation, Council must, at its own cost:
 - i. for the bill of quantities and the cost estimate, have an assessment undertaken by an appropriately qualified person to:
 - determine whether the bill of quantities is in accordance with the scope of works provided by Council;
 - determine whether the cost estimate is consistent with current market costs calculated by applying a first principles estimating approach to the bill of quantities; and
 - provide a new cost estimate using a first principles approach.
 - ii. for the valuation, have a valuation undertaken by a certified practicing valuer.
- e) If Council rejected the bill of quantities and the cost estimate or the valuation in accordance with Clause 6.2.d, it must provide the applicant with the following in writing:
 - i. reasons why it rejected the bill of quantities and cost estimate or the valuation; and
 - ii. the proposed new bill of quantities and cost estimate or the valuation as determined in accordance with Clause 6.2.d.
- f) Where written notice has been given by Council in accordance with Clause 6.2.2:
 - i. the applicant may negotiate and agree with Council regarding the cost estimate or valuation; and
 - ii. the cost estimate or valuation agreed in accordance with Clause 6.2.f.i. is the establishment cost of the infrastructure.
- g) If agreement in accordance with Clause 6.2.f.i. cannot be reached, Council must:
 - i. for the bill of quantities and the cost estimate, refer the bill of quantities and the cost estimate to a suitably qualified expert agreed to by both the applicant and Council to:
 - assess whether the bill of quantities is in accordance with the scope of works;

- assess whether the cost estimate is consistent with current market costs calculated by applying a first principles estimating approach to the bill of quantities; and
 - provide an amended cost estimate using a first principles estimating approach.
- ii. for the valuation, have a valuation undertaken by a certified practicing valuer agreed to by both the applicant and Council to assess the market value.
- h) The cost of the independent assessment carried out in accordance with Clause 6.2.g must be shared equally between the applicant and Council.
 - i) The amended cost estimate or valuation determined in accordance with Clause 6.2.g is the establishment cost of the infrastructure.
 - j) If the applicant and Council cannot agree on the appointment of a suitably qualified expert or certified practicing valuer for the purposes of Clause 6.2.g, the establishment cost of the infrastructure is determined by calculating the average of the cost estimates or valuations prepared in accordance with Clause 6.2.a and 6.2.d.
 - k) Where Council accepts the amended cost in accordance with Clause 6.2.c. or 6.2.j, Council will update the following to include the infrastructure item;
 - i. The infrastructure charges notice associated with the applicant's Development Approval; and
 - ii. the LGIP.

PART 7 CONVERSION APPLICATIONS

- a) Where an applicant makes an application under Section 139 of *the Act* to convert non-infrastructure to trunk infrastructure, all of the following criteria must be met:
 - i. The infrastructure required to service the development is consistent with the assumptions about growth, type, scale, location and timing of development and infrastructure network planning methodologies contained in the LGIP, including extrinsic material;
 - ii. The infrastructure required to service the development is consistent with the desired standards of service detailed in the LGIP;
 - iii. The infrastructure required to service the development is consistent other trunk infrastructure identified in the LGIP;
 - iv. The infrastructure is not consistent with non-trunk infrastructure for which conditions may be imposed in accordance with the Section 145 of *the Act*;

- v. The type, size and location of the infrastructure is the most cost effective option for servicing multiple users in the area.

PART 8 DICTIONARY

1. Dictionary

Words and terms used in this resolution have the meaning given in the *Planning Act 2016*, *Planning Regulation 2017* and Council's Planning Scheme – Mareeba Shire Council Planning Scheme 2016.

If a word or term used in this resolution is not defined in the *Planning Act 2016*, *Planning Regulation 2017* or the Mareeba Shire Council Planning Scheme 2016, it has the meaning given in this Part.

Other terms used within this resolution:

Local Government Infrastructure Plan (LGIP) means the Mareeba Shire Council Local Government Infrastructure Plan, adopted by Mareeba Shire Council on 5 November 2018 and commenced on 9 November 2018.

Most cost effective option – means the least cost option based upon the life cycle cost of the infrastructure required to service future urban development in the area at the desired standard of service.

Planning Scheme means the Mareeba Shire Council Planning Scheme 2016.

Table 1 – Adopted Charge Rates

Mareeba Shire Council Adopted Infrastructure Charges Resolution (No.1) 2024 - Table 1					
Development		ADOPTED CHARGE RATES			
		Other networks		Stormwater network	
USE CATEGORY	USE	Charge Rate	Unit of Measure	Charge Rate	Unit of Measure
Residential	Dwelling house	\$ 15,540.00	per 1 or 2 bedroom dwelling	\$	Non-worsening
		\$ 21,808.00	per 3 or more bedroom dwelling	\$	No stormwater charge
	Dwelling unit	\$ 15,540.00	per 1 or 2 bedroom dwelling	\$	Non-worsening
		\$ 21,808.00	per 3 or more bedroom dwelling	\$	No stormwater charge
	Caretaker's accommodation	\$ 15,540.00	per 1 or 2 bedroom dwelling	\$	Non-worsening
		\$ 21,808.00	per 3 or more bedroom dwelling	\$	No stormwater charge
	Multiple dwelling	\$ 15,540.00	per 1 or 2 bedroom dwelling	\$	Non-worsening
		\$ 21,808.00	per 3 or more bedroom dwelling	\$	No stormwater charge
	Dual occupancy	\$ 15,540.00	per 1 or 2 bedroom dwelling	\$	Non-worsening
		\$ 21,808.00	per 3 or more bedroom dwelling	\$	No stormwater charge
Accommodation (short term)	Hotel	\$ 7,770.00	per suite (with 1 or 2 bedrooms)	\$	Non-worsening
		\$ 10,878.00	per suite (with 3 or more bedrooms)	\$	No stormwater charge
		\$ 7,770.00	per bedroom with 1 or 2 beds (that is not within a suite)	\$	Non-worsening
		\$ 10,878.00	per bedroom with 3 or more beds (that is not within a suite)	\$	No stormwater charge
	Nature-based tourism, involving onsite accommodation	\$ 7,770.00	per suite (with 1 or 2 bedrooms)	\$	Non-worsening
		\$ 10,878.00	per suite (with 3 or more bedrooms)	\$	No stormwater charge
		\$ 7,770.00	per bedroom with 1 or 2 beds (that is not within a suite)	\$	Non-worsening
		\$ 10,878.00	per bedroom with 3 or more beds (that is not within a suite)	\$	No stormwater charge
	Short-term accommodation	\$ 7,770.00	per suite (with 1 or 2 bedrooms)	\$	Non-worsening
		\$ 10,878.00	per suite (with 3 or more bedrooms)	\$	No stormwater charge
Accommodation (long term)	Community residence	\$ 7,770.00	per bedroom with 1 or 2 beds (that is not within a suite)	\$	Non-worsening
		\$ 10,878.00	per bedroom with 3 or more beds (that is not within a suite)	\$	No stormwater charge
		\$ 7,770.00	per extra tent site	\$	Non-worsening
		\$ 10,878.00	per extra tent site	\$	No stormwater charge
	Tourist park	\$ 7,770.00	per cabin (with 1 or 2 bedrooms)	\$	Non-worsening
		\$ 10,878.00	per cabin (with 3 or more bedrooms)	\$	No stormwater charge
		\$ 15,540.00	per bedroom with 1 or 2 beds	\$	Non-worsening
		\$ 21,808.00	per bedroom with 3 or more beds	\$	No stormwater charge
	Rooming accommodation	\$ 7,770.00	per suite (with 1 or 2 bedrooms)	\$	Non-worsening
		\$ 10,878.00	per suite (with 3 or more bedrooms)	\$	No stormwater charge
		\$ 7,770.00	per bedroom with 1 or 2 beds (that is not within a suite)	\$	Non-worsening
		\$ 10,878.00	per bedroom with 3 or more beds (that is not within a suite)	\$	No stormwater charge
	Relocatable home park	\$ 15,540.00	per 1 or 2 bedroom dwelling	\$	Non-worsening
		\$ 21,808.00	per 3 or more bedroom dwelling	\$	No stormwater charge
	Retirement facility	\$ 15,540.00	per 1 or 2 bedroom dwelling	\$	Non-worsening
		\$ 21,808.00	per 3 or more bedroom dwelling	\$	No stormwater charge
	Rural workers' accommodation	\$ 15,540.00	per 1 or 2 bedroom dwelling	\$	Non-worsening
		\$ 21,808.00	per 3 or more bedroom dwelling	\$	No stormwater charge

Places of assembly	Club	\$	54.40	per m² GFA	\$	Non-worsening	No stormwater charge
	Community use	\$	54.40	per m² GFA	\$	Non-worsening	No stormwater charge
	Function facility	\$	54.40	per m² GFA	\$	Non-worsening	No stormwater charge
	Funeral parlour	\$	54.40	per m² GFA	\$	Non-worsening	No stormwater charge
Commercial (bulk goods)	Place of worship	\$	54.40	per m² GFA	\$	Non-worsening	No stormwater charge
	Agricultural supplies store	\$	108.80	per m² GFA	\$	Non-worsening	No stormwater charge
	Bulk landscape supplies	\$	108.80	per m² GFA	\$	Non-worsening	No stormwater charge
	Garden centre	\$	108.80	per m² GFA	\$	Non-worsening	No stormwater charge
Commercial (retail)	Hardware and trade supplies	\$	108.80	per m² GFA	\$	Non-worsening	No stormwater charge
	Outdoor sales	\$	108.80	per m² GFA	\$	Non-worsening	No stormwater charge
	Showroom	\$	108.80	per m² GFA	\$	Non-worsening	No stormwater charge
	Adult store	\$	139.90	per m² GFA	\$	Non-worsening	No stormwater charge
Commercial (office)	Car Wash	\$	139.90	per m² of wash bay area	\$	Non-worsening	No stormwater charge
	Food and drink outlet	\$	139.90	per m² GFA	\$	Non-worsening	No stormwater charge
	Service industry	\$	139.90	per m² GFA	\$	Non-worsening	No stormwater charge
	Service station	\$	139.90	per m² GFA	\$	Non-worsening	No stormwater charge
Education facility	Shop	\$	139.90	per m² GFA	\$	Non-worsening	No stormwater charge
	Shopping centre	\$	139.90	per m² GFA	\$	Non-worsening	No stormwater charge
	Office	\$	108.80	per m² GFA	\$	Non-worsening	No stormwater charge
	Sales office	\$	108.80	per m² GFA	\$	Non-worsening	No stormwater charge
Entertainment	Child care centre	\$	108.80	per m² GFA	\$	Non-worsening	No stormwater charge
	Community care centre	\$	108.80	per m² GFA	\$	Non-worsening	No stormwater charge
	Educational establishment	\$	108.80	per m² GFA	\$	Non-worsening	No stormwater charge
	Educational establishment for the Flying Start for Qld Children	\$	-	Nil charge	\$	Non-worsening	No stormwater charge
Indoor sport and recreation	Environmental facility	\$	108.80	per m² GFA	\$	Non-worsening	No stormwater charge
	Bar	\$	155.40	per m² GFA	\$	Non-worsening	No stormwater charge
	Hotel (non-residential component)	\$	155.40	per m² GFA	\$	Non-worsening	No stormwater charge
	Nightclub entertainment facility	\$	155.40	per m² GFA	\$	Non-worsening	No stormwater charge
Industry	Theatre	\$	155.40	per m² GFA	\$	Non-worsening	No stormwater charge
	Indoor sport and recreation -	\$	155.40 non court area & 15.50 court area	per m² GFA	\$	Non-worsening	No stormwater charge
	Low impact industry	\$	38.85	per m² GFA	\$	Non-worsening	No stormwater charge
	Marine industry	\$	38.85	per m² GFA	\$	Non-worsening	No stormwater charge
High Impact industry	Medium impact industry	\$	38.85	per m² GFA	\$	Non-worsening	No stormwater charge
	Research and technology industry	\$	38.85	per m² GFA	\$	Non-worsening	No stormwater charge
	Rural industry	\$	38.85	per m² GFA	\$	Non-worsening	No stormwater charge
	Transport Depot	\$	38.85	per m² GFA	\$	Non-worsening	No stormwater charge
Low Impact rural	Warehouse	\$	38.85	per m² GFA	\$	Non-worsening	No stormwater charge
	High impact industry	\$	54.40	per m² GFA	\$	Non-worsening	No stormwater charge
	Special industry	\$	54.40	per m² GFA	\$	Non-worsening	No stormwater charge
	Animal husbandry	\$	-	Nil Charge	\$	Non-worsening	No stormwater charge
High Impact rural	Cropping	\$	-	Nil Charge	\$	Non-worsening	No stormwater charge
	Permanent plantations	\$	-	Nil Charge	\$	Non-worsening	No stormwater charge
	Renewable energy facility	\$	-	Nil Charge	\$	Non-worsening	No stormwater charge
	Aquaculture	\$	15.50	per m² GFA	\$	Non-worsening	No stormwater charge

Essential services	Intensive animal industries	\$	15.50	per m ² GFA	Non-worsening	No stormwater charge
	Intensive horticulture	\$	15.50	per m ² GFA	Non-worsening	No stormwater charge
	Wholesale nursery	\$	15.50	per m ² GFA	Non-worsening	No stormwater charge
	Vineery	\$	15.50	per m ² GFA	Non-worsening	No stormwater charge
Essential services	Detention facility	\$	108.80	per m ² GFA	Non-worsening	No stormwater charge
	Emergency services	\$	108.80	per m ² GFA	Non-worsening	No stormwater charge
	Health care services	\$	108.80	per m ² GFA	Non-worsening	No stormwater charge
	Hospital	\$	108.80	per m ² GFA	Non-worsening	No stormwater charge
	Residential care facility	\$	108.80	per m ² GFA	Non-worsening	No stormwater charge
	Veterinary services	\$	108.80	per m ² GFA	Non-worsening	No stormwater charge
Specialised uses	Air services	Council will calculate an infrastructure charge on the approved use at the time the decision is made, the charge will be recalculated at the time of payment.				
	Animal keeping				Non-worsening	No stormwater charge
	Berthel					
	Crematorium					
	Extractive industry					
	Major electricity infrastructure					
	Major sport, recreation and entertainment facility					
	Motor sport facility					
	Nature-based tourism, not involving onsite accommodation					
	Non-resident workforce accommodation					
	Outdoor sport and recreation					
	Outstation					
	Parking station					
	Port services					
	Resort complex					
	Substation					
	Tourist attraction					
	Utility installation					
Other uses	Cemetery	\$	-	Nil charge	Non-worsening	No stormwater charge
	Home based business	\$	-	Nil charge	Non-worsening	No stormwater charge
	Landing	\$	-	Nil charge	Non-worsening	No stormwater charge
	Market	\$	-	Nil charge	Non-worsening	No stormwater charge
	Park	\$	-	Nil charge	Non-worsening	No stormwater charge
	Roadside stalls	\$	-	Nil charge	Non-worsening	No stormwater charge
	Telecommunications facility	\$	-	Nil charge	Non-worsening	No stormwater charge
	Temporary uses	\$	-	Nil charge	Non-worsening	No stormwater charge
Other uses		The maximum adopted charge contained in this table is the charge that appropriately reflects the use at the time of assessment				

8.5 2024/2025 PLANNING FEES AND CHARGES

Date Prepared: 27 May 2024

Author: Coordinator Planning Services

Attachments: 1. 2024/2025 Planning Fees and Charges [↓](#)

EXECUTIVE SUMMARY

This report details the proposed Planning Fees and Charges for 2024/2025.

RECOMMENDATION

That Council adopts the 2024/2025 Planning Fees and Charges.

BACKGROUND

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.

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 taking into account the time and materials used to deliver services.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

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 fees and charges detailed in this report will be included in the Register of Fees and Charges published on Council's website.

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.

Planning – Urban and Regional

If the development application is submitted within 12 months of a pre-lodgement the enquiry fee will be discounted from the development application fee, subject to the development application being substantially consistent with the pre-lodgement enquiry.

General

Town Planning Sign for public notification	N/A	sign	\$63.00	
Pre-lodgement meeting and written pre-lodgement advice	(a)	application	\$651.00	PA2016 s51
If the development application is submitted within 12 months of a pre-lodgement enquiry, the pre-lodgement enquiry fee will be discounted from the development application fee, subject to the development application being substantially consistent with the pre-lodgement enquiry				

Planning Certificates

Limited Planning & Development Certificate	(a)	certificate	\$188.00	PA2016 s265
Standard Planning & Development Certificate	(a)	certificate	\$611.00	PA2016 s265
Full Planning & Development Certificate – Vacant Site	(a)	certificate	\$1,793.00	PA2016 s265
Full Planning & Development Certificate – Developed Site	(a)	certificate	\$2,471.00	PA2016 s265

Planning Schemes

Hard Copy – Mareeba Shire Planning Scheme 2004	(c)	copy	\$160.00	PA2016 s264
Hard Copy – Mareeba Shire Council Planning Scheme 2016	(c)	copy	POA	PA2016 s264

Application Fees

Application Fees – Application Requiring Fee Determination	(a)	application	POA	PA2016 s49 PA2016 s51
Any development application which is deemed to be complex, unusual or of significant scale and likely to require significant additional assessment inputs (including the use of external consultants) will have an application fee determined based on expected costs to Council. Expected costs will include both internal and external assessment costs. Applicants should confirm during pre-lodgement discussions whether the application requires a fee determination.				
Application Fees – Combined Applications	(a)	application	POA	PA2016 s49 PA2016 s51
The fee shall be the combined total of all applicable fees unless otherwise determined by the Manager Development & Governance or Senior Planner				

continued on next page ...

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Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Application Fees [continued]

Application involving a Variation Request	(a)	application	Normal fee plus \$8,683.00	PA2016 s49
Application Fees – Consultant Fees	(a)	application	POA	PA2016 s49 PA2016 s51
The cost of external consultant's fees for any further assessment or advice required by Council in consideration of any application or submission and/or technical report may be charged to the Applicant. The Applicant will be notified of Council's intent to refer the Application to a consultant following receipt of a response to Information Request (or earlier). If Council elects to recover the cost of the consultant the consultant's costs must be paid prior to the final determination of the Application.				
Extension of Relevant Period	(a)	application	\$566.00	PA2016 s86
Lapsed application or approval – no refund applies in any other circumstance	N/A		\$0.00	
Undefined Use	N/A		POA	
Fee as determined by the Manager Development & Governance or Senior Planner				

Application for Building Work assessable against the Planning Scheme

Boundary Dispensation Overlay Assessment Concurrence Agency Assessment Oversize Sheds	(a)	application	\$526.00	PA2016 s54
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Application to Change Development Approval

Application to change Development Approval after appeal period ends	(a)	application	Charge is 50% of current prescribed fee. Minimum fee \$526.00	PA2016 s52
Application to change Development Approval after appeal period ends – Court Order	(a)	application	\$3,246.00 plus all legal costs excluding GST	PA2016 s52

Application to Change a Compliance Certificate/Permit

Application to change a Compliance Certificate	(a)	application	\$335.00	PA2016 s51
Application to change a Compliance Permit	(a)	application	\$872.00	PA2016 s51

Application to Change Development Application

Additional fee to be paid based on % of current application fee: if prior to issue of Information Request	(a)	application	25%	PA2016 s51
Additional fee to be paid based on % of current application fee: if prior to the Decision Making period	(a)	application	50%	PA2016 s51
Additional fee to be paid based on % of current application fee: in Decision Making stage, but prior to report being completed	(a)	application	75%	PA2016 s51
Additional fee to be paid based on % of current application fee: after report is completed	(a)	application	100%	PA2016 s51

Application to Cancel Development Approval

Application to Cancel Development Approval	(a)	application	\$109.00	PA2016 s84
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Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Refund of Development Application - withdrawn application

Refund based on % of application fee paid: if prior to issue of Information Request	(a)		75%	PA2016 s109
Refund based on % of application fee paid: if prior to the Decision Making period	(a)		50%	PA2016 s109
Refund of Development Application – lapsed application	(a)		80% of application fee paid	PA2016 s109
Application lapsed as not properly made application (s266 of SPA) – refund 80% of application fee paid				

Superseded Applications

Application under a Superseded Planning Scheme for exempt or self assessable development	(a)	application	\$708.00	PA2016 s29
The application fee for a Superseded Application is an additional cost is to be added to application fee for the MCU/RoI/OW				
Application under a Superseded Planning Scheme for Code or Impact	(a)	application	\$1,092.00	PA2016 s29

Survey Plans

Application for Compliance Assessment for Endorsement of Survey Plan (Base Fee)	(a)	application	\$686.00	PR2017 Schedule 18
Endorsement of Survey Plan per lot fee (in addition to base fee) – based on DNRM valuation roll maintenance fee	(a)	lot	\$40.00	PR2017 Schedule 18
Re-endorsement of a survey plan	(a)	application	\$295.00	PR2017 Schedule 18
Endorsement of CMS/Easement/Covenant	(a)	document	\$396.00	PR2017 Schedule 18

Developer Contributions

Drainage contribution	N/A	charge	\$5,452.00	PA2016 s113
Parks contribution	N/A	charge	\$5,452.00	PA2016 s113
Roads contribution	N/A	charge	\$5,452.00	PA2016 s113

Sewerage

Kuranda – Sewerage for Area 1 (Refer to Maps)	N/A	charge	\$5,452.00	PA2016 s113
Kuranda – Sewerage for Area 2 (Refer to Maps)	N/A	charge	\$5,452.00	PA2016 s113
Kuranda – Sewerage for Area 3 (Refer to Maps)	N/A	charge	\$9,115.00	PA2016 s113
Kuranda – Sewerage for Area 4 (Refer to Maps)	N/A	charge	\$8,402.00	PA2016 s113
Mareeba – Sewerage contribution	N/A	charge	\$5,452.00	PA2016 s113

Water

Chillagoe – Water contribution	N/A	charge	\$5,452.00	PA2016 s113
Dimbulah – Water contribution	N/A	charge	\$5,452.00	PA2016 s113
Mareeba – Water contribution	N/A	charge	\$5,452.00	PA2016 s113
Mt Molloy – Water contribution	N/A	charge	\$5,452.00	PA2016 s113
Water for Kuranda LLZ - Water for District/Area (Refer to Maps)	N/A	charge	\$6,740.00	PA2016 s113
Water for Mason HLZ - Water for District/Area (Refer to Maps)	N/A	charge	\$9,256.00	PA2016 s113

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Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Water [continued]

Water for Warril HLZ - Water for District/Area (Refer to Maps)	N/A	charge	\$10,868.00	PA2016 s113
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Parking

Vehicle space provided by Council off street

Kuranda town – Business and Village zone	N/A	space	\$11,517.00	PA2016 s113
Kuranda town – other areas	N/A	space	\$2,874.00	PA2016 s113
Mareeba town – Commercial, Business and Industry zone	N/A	space	\$7,306.00	PA2016 s113
Mareeba town – other areas	N/A	space	\$2,874.00	PA2016 s113
Other Towns	N/A	space	POA	PA2016 s113

Material Change of Use

Material Change of Use - Business and Commercial Uses

Adult Store – Code	(a)	application	\$1,822.00	PA2016 s51
Adult Store – Impact	(a)	application	\$3,110.00	PA2016 s51
Agricultural supplies store – Code	(a)	application	\$1,822.00	PA2016 s51
Agricultural supplies store – Impact	(a)	application	\$3,110.00	PA2016 s51
Bar – Code	(a)	application	\$1,822.00	PA2016 s51
Bar – Impact	(a)	application	\$3,110.00	PA2016 s51
Car wash – Code Up to 250 sq.m GFA	(a)	application	\$1,822.00	PA2016 s51
Car wash – Code 251 sq.m or greater	(a)	application	\$4,852.00	PA2016 s51
Car wash – Impact Up to 250 sq.m GFA	(a)	application	\$3,110.00	PA2016 s51
Car wash – Impact 251 sq.m or greater	(a)	application	\$7,306.00	PA2016 s51
Food and drink outlet – Code	(a)	application	\$2,030.00	PA2016 s51
Food and drink outlet – Impact	(a)	application	\$3,110.00	PA2016 s51
Function facility – Code	(a)	application	\$1,822.00	PA2016 s51
Function facility – Impact	(a)	application	\$3,110.00	PA2016 s51
Funeral parlour – Code	(a)	application	\$1,822.00	PA2016 s51
Funeral parlour – Impact	(a)	application	\$3,110.00	PA2016 s51
Garden centre – Code	(a)	application	\$1,822.00	PA2016 s51
Garden centre – Impact	(a)	application	\$3,110.00	PA2016 s51
Hardware and trade supplies – Code Up to 1,000 sq.m GFA	(a)	application	\$1,822.00	PA2016 s51
Hardware and trade supplies – Code 1,001 sq.m to 2,500 sq.m GFA	(a)	application	\$4,852.00	PA2016 s51
Hardware and trade supplies – Code greater than 2,500 sq.m GFA	(a)	application	\$7,486.00	PA2016 s51
Hardware and trade supplies – Impact Up to 1,000 sq.m GFA	(a)	application	\$3,110.00	PA2016 s51
Hardware and trade supplies – Impact 1,001 sq.m to 2,500 sq.m GFA	(a)	application	\$7,306.00	PA2016 s51
Hardware and trade supplies – Impact greater than 2,500 sq.m GFA	(a)	application	\$9,511.00	PA2016 s51
Health care services – Code Up to 250 sq.m GFA	(a)	application	\$1,822.00	PA2016 s51
Health care services – Code 251 sq.m or greater	(a)	application	\$4,852.00	PA2016 s51

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Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Material Change of Use - Business and Commercial Uses [continued]

Health care services – Impact Up to 250 sq.m GFA	(a)	application	\$3,110.00	PA2016 s51
Health care services – Impact 251 sq.m or greater	(a)	application	\$7,306.00	PA2016 s51
Home based business – Code	(a)	application	\$1,256.00	PA2016 s51
Home based business – Impact	(a)	application	\$2,030.00	PA2016 s51
Hotel – Code	(a)	application	\$4,852.00	PA2016 s51
Hotel – Impact	(a)	application	\$7,306.00	PA2016 s51
Market – Code	(a)	application	\$1,256.00	PA2016 s51
Market – Impact	(a)	application	\$2,030.00	PA2016 s51
Nightclub entertainment facility – Code	(a)	application	\$1,822.00	PA2016 s51
Nightclub entertainment facility – Impact	(a)	application	\$3,110.00	PA2016 s51
Office – Code Up to 250 sq.m GFA	(a)	application	\$1,822.00	PA2016 s51
Office – Code 251 sq.m or greater	(a)	application	\$4,852.00	PA2016 s51
Office – Impact Up to 250 sq.m GFA	(a)	application	\$3,110.00	PA2016 s51
Office – Impact 251 sq.m or greater	(a)	application	\$7,306.00	PA2016 s51
Outdoor sales – Code	(a)	application	\$1,822.00	PA2016 s51
Outdoor sales – Impact	(a)	application	\$3,110.00	PA2016 s51
Sales office – Code	(a)	application	\$1,256.00	PA2016 s51
Sales office – Impact	(a)	application	\$2,030.00	PA2016 s51
Service station – Code	(a)	application	\$4,852.00	PA2016 s51
Service station – Impact	(a)	application	\$7,306.00	PA2016 s51
Shop – Code Up to 1,000 sq.m GFA	(a)	application	\$1,822.00	PA2016 s51
Shop – Code 1,001 sq.m to 2,500 sq.m GFA	(a)	application	\$4,852.00	PA2016 s51
Shop – Code greater than 2,500 sq.m GFA	(a)	application	\$7,486.00	PA2016 s51
Shop – Impact Up to 1,000 sq.m GFA	(a)	application	\$3,110.00	PA2016 s51
Shop – Impact 1,001 sq.m to 2,500 sq.m GFA	(a)	application	\$7,306.00	PA2016 s51
Shop – Impact greater than 2,500 sq.m GFA	(a)	application	\$9,511.00	PA2016 s51
Shopping centre – Code Up to 1,000 sq.m GFA	(a)	application	\$1,822.00	PA2016 s51
Shopping centre – Code 1,001 sq.m to 2,500 sq.m GFA	(a)	application	\$4,852.00	PA2016 s51
Shopping centre – Code greater than 2,500 sq.m GFA	(a)	application	\$7,486.00	PA2016 s51
Shopping centre – Impact Up to 1,000 sq.m GFA	(a)	application	\$3,110.00	PA2016 s51
Shopping centre – Impact 1,001 sq.m to 2,500 sq.m GFA	(a)	application	\$7,306.00	PA2016 s51
Shopping centre – Impact greater than 2,500 sq.m GFA	(a)	application	\$9,511.00	PA2016 s51
Showroom – Code	(a)	application	\$1,822.00	PA2016 s51
Showroom – Impact	(a)	application	\$3,110.00	PA2016 s51
Theatre – Code	(a)	application	\$1,822.00	PA2016 s51
Theatre – Impact	(a)	application	\$3,110.00	PA2016 s51
Tourist attraction – Code	(a)	application	POA	PA2016 s51
Tourist attraction – Impact	(a)	application	POA	PA2016 s51
Tourist park – Code	(a)	application	\$1,822.00	PA2016 s51
Tourist park – Impact	(a)	application	\$3,110.00	PA2016 s51
Veterinary services – Code	(a)	application	\$1,822.00	PA2016 s51
Veterinary services – Impact	(a)	application	\$3,110.00	PA2016 s51

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Material Change of Use - Community Uses

Cemetery – Code	(a)	application	\$1,822.00	PA2016 s51
Cemetery – Impact	(a)	application	\$3,110.00	PA2016 s51
Child care centre – Code	(a)	application	\$1,822.00	PA2016 s51
Child care centre – Impact	(a)	application	\$3,110.00	PA2016 s51
Community care centre – Code	(a)	application	\$1,822.00	PA2016 s51
Community care centre – Impact	(a)	application	\$3,110.00	PA2016 s51
Community use – Code	(a)	application	\$1,822.00	PA2016 s51
Community use – Impact	(a)	application	\$3,110.00	PA2016 s51
Crematorium – Code	(a)	application	\$1,822.00	PA2016 s51
Crematorium – Impact	(a)	application	\$3,110.00	PA2016 s51
Detention facility – Code	(a)	application	\$4,852.00	PA2016 s51
Detention facility – Impact	(a)	application	\$7,306.00	PA2016 s51
Educational establishment – Code	(a)	application	\$4,852.00	PA2016 s51
Educational establishment – Impact	(a)	application	\$7,306.00	PA2016 s51
Emergency services – Code	(a)	application	\$1,822.00	PA2016 s51
Emergency services – Impact	(a)	application	\$3,110.00	PA2016 s51
Hospital – Code	(a)	application	\$7,486.00	PA2016 s51
Hospital – Impact	(a)	application	\$9,511.00	PA2016 s51
Place of worship – Code	(a)	application	\$1,822.00	PA2016 s51
Place of worship – Impact	(a)	application	\$3,110.00	PA2016 s51

Material Change of Use - Industrial Uses

Brothel – Code	(a)	application	\$1,822.00	PA2016 s51
Brothel – Impact	(a)	application	\$3,110.00	PA2016 s51
Bulk landscape supplies – Code	(a)	application	\$1,822.00	PA2016 s51
Bulk landscape supplies – Impact	(a)	application	\$3,110.00	PA2016 s51
Extractive industry – Code	(a)	application	\$4,852.00	PA2016 s51
Extractive industry – Impact	(a)	application	\$7,306.00	PA2016 s51
High impact industry – Code Up to 500 sq.m GFA	(a)	application	\$1,822.00	PA2016 s51
High impact industry – Code 501 sq.m to 5,000 sq.m GFA	(a)	application	\$4,852.00	PA2016 s51
High impact industry – Code greater than 5,000 sq.m GFA	(a)	application	\$7,486.00	PA2016 s51
High impact industry – Impact Up to 500 sq.m GFA	(a)	application	\$3,110.00	PA2016 s51
High impact industry – Impact 501 sq.m to 5,000 sq.m GFA	(a)	application	\$7,306.00	PA2016 s51
High impact industry – Impact greater than 5,000 sq.m GFA	(a)	application	\$9,511.00	PA2016 s51
Low impact industry – Code Up to 500 sq.m GFA	(a)	application	\$1,822.00	PA2016 s51
Low impact industry – Code 501 sq.m to 5,000 sq.m GFA	(a)	application	\$4,852.00	PA2016 s51
Low impact industry – Code greater than 5,000 sq.m GFA	(a)	application	\$7,486.00	PA2016 s51
Low impact industry – Impact Up to 500 sq.m GFA	(a)	application	\$3,110.00	PA2016 s51
Low impact industry – Impact 501 sq.m to 5,000 sq.m GFA	(a)	application	\$7,306.00	PA2016 s51

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Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Material Change of Use - Industrial Uses [continued]

Low impact industry – Impact greater than 5,000 sq.m GFA	(a)	application	\$9,511.00	PA2016 s51
Marine industry – Code	(a)	application	\$1,822.00	PA2016 s51
Marine industry – Impact	(a)	application	\$3,110.00	PA2016 s51
Medium impact industry – Code Up to 500 sq.m GFA	(a)	application	\$1,822.00	PA2016 s51
Medium impact industry – Code 501 sq.m to 5,000 sq.m GFA	(a)	application	\$4,852.00	PA2016 s51
Medium impact industry – Code greater than 5,000 sq.m GFA	(a)	application	\$7,486.00	PA2016 s51
Medium impact industry – Impact Up to 500 sq.m GFA	(a)	application	\$3,110.00	PA2016 s51
Medium impact industry – Impact 501 sq.m to 5,000 sq.m GFA	(a)	application	\$7,306.00	PA2016 s51
Medium impact industry – Impact greater than 5,000 sq.m GFA	(a)	application	\$9,511.00	PA2016 s51
Research and technology industry – Code	(a)	application	\$1,822.00	PA2016 s51
Research and technology industry – Impact	(a)	application	\$3,110.00	PA2016 s51
Service industry – Code Up to 250 sq.m GFA	(a)	application	\$1,822.00	PA2016 s51
Service industry – Code 251 sq.m or greater	(a)	application	\$4,852.00	PA2016 s51
Service industry – Impact Up to 250 sq.m GFA	(a)	application	\$3,110.00	PA2016 s51
Service industry – Impact 251 sq.m or greater	(a)	application	\$7,306.00	PA2016 s51
Special industry – Code	(a)	application	POA	PA2016 s51
Special industry – Impact	(a)	application	POA	PA2016 s51
Transport depot – Code	(a)	application	\$1,822.00	PA2016 s51
Transport depot – Impact	(a)	application	\$3,110.00	PA2016 s51
Warehouse – Code	(a)	application	\$1,822.00	PA2016 s51
Warehouse – Impact	(a)	application	\$3,110.00	PA2016 s51

Material Change of Use - Residential Uses

Caretaker's accommodation – Code	(a)	application	\$1,256.00	PA2016 s51
Caretaker's accommodation – Impact	(a)	application	\$2,030.00	PA2016 s51
Community residence – Code	(a)	application	\$1,256.00	PA2016 s51
Community residence – Impact	(a)	application	\$2,030.00	PA2016 s51
Dual occupancy – Code	(a)	application	\$1,256.00	PA2016 s51
Dual occupancy – Impact	(a)	application	\$2,030.00	PA2016 s51
Dwelling house – Code	(a)	application	\$1,256.00	PA2016 s51
Dwelling house – Impact	(a)	application	\$2,030.00	PA2016 s51
Dwelling unit – Code	(a)	application	\$1,256.00	PA2016 s51
Dwelling unit – Impact	(a)	application	\$2,030.00	PA2016 s51
Multiple dwelling – Code 3 to 10 units	(a)	application	\$1,822.00	PA2016 s51
Multiple dwelling – Code 11 to 25 units	(a)	application	\$4,852.00	PA2016 s51
Multiple dwelling – Code More than 25 units	(a)	application	\$7,486.00	PA2016 s51
Multiple dwelling – Impact 3 to 10 units	(a)	application	\$3,110.00	PA2016 s51
Multiple dwelling – Impact 11 to 25 units	(a)	application	\$7,306.00	PA2016 s51
Multiple dwelling – Impact More than 25 units	(a)	application	\$9,511.00	PA2016 s51
Nature-based tourism – Code	(a)	application	POA	PA2016 s51
Nature-based tourism – Impact	(a)	application	POA	PA2016 s51

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Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Material Change of Use - Residential Uses [continued]

Relocatable home park – Code Up to 10 dwellings	(a)	application	\$1,822.00	PA2016 s51
Relocatable home park – Code 11 to 25 dwellings	(a)	application	\$4,852.00	PA2016 s51
Relocatable home park – Code More than 25 dwellings	(a)	application	\$7,486.00	PA2016 s51
Relocatable home park – Impact Up to 10 dwellings	(a)	application	\$3,110.00	PA2016 s51
Relocatable home park – Impact 11 to 25 dwellings	(a)	application	\$7,306.00	PA2016 s51
Relocatable home park – Impact More than 25 dwellings	(a)	application	\$9,511.00	PA2016 s51
Residential care facility – Code Up to 20 rooms/beds	(a)	application	\$1,822.00	PA2016 s51
Residential care facility – Code 21 to 100 rooms/beds	(a)	application	\$4,852.00	PA2016 s51
Residential care facility – Code greater than 100 rooms/beds	(a)	application	\$7,486.00	PA2016 s51
Residential care facility – Impact Up to 20 rooms/beds	(a)	application	\$3,110.00	PA2016 s51
Residential care facility – Impact 21 to 100 rooms/beds	(a)	application	\$7,306.00	PA2016 s51
Residential care facility – Impact greater than 100 rooms/beds	(a)	application	\$9,511.00	PA2016 s51
Resort complex – Code	(a)	application	POA	PA2016 s51
Resort complex – Impact	(a)	application	POA	PA2016 s51
Retirement facility – Code	(a)	application	\$7,486.00	PA2016 s51
Retirement facility – Impact	(a)	application	\$9,511.00	PA2016 s51
Rooming accommodation – Code Up to 20 rooms/beds	(a)	application	\$1,822.00	PA2016 s51
Rooming accommodation – Code 21 to 100 rooms/beds	(a)	application	\$4,852.00	PA2016 s51
Rooming accommodation – Code greater than 100 rooms/beds	(a)	application	\$7,486.00	PA2016 s51
Rooming accommodation – Impact Up to 20 rooms/beds	(a)	application	\$3,110.00	PA2016 s51
Rooming accommodation – Impact 21 to 100 rooms/beds	(a)	application	\$7,306.00	PA2016 s51
Rooming accommodation – Impact greater than 100 rooms/beds	(a)	application	\$9,511.00	PA2016 s51
Short-term accommodation – Code Up to 20 rooms/beds	(a)	application	\$1,822.00	PA2016 s51
Short-term accommodation – Code 21 to 100 rooms/beds	(a)	application	\$4,852.00	PA2016 s51
Short-term accommodation – Code greater than 100 rooms/beds	(a)	application	\$7,486.00	PA2016 s51
Short-term accommodation – Impact Up to 20 rooms/beds	(a)	application	\$3,110.00	PA2016 s51
Short-term accommodation – Impact 21 to 100 rooms/beds	(a)	application	\$7,306.00	PA2016 s51
Short-term accommodation – Impact greater than 100 rooms/beds	(a)	application	\$9,511.00	PA2016 s51
Workforce accommodation - Code	(a)	application	\$1,822.00	PA2016 s51
Workforce accommodation - Impact	(a)	application	\$3,110.00	PA2016 s51

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Material Change of Use - Rural Uses

Animal husbandry – Code (Except Kennel)	(a)	application	\$1,822.00	PA2016 s51
Animal husbandry – Impact (Except Kennel)	(a)	application	\$3,110.00	PA2016 s51
Animal keeping – Code (Except Kennel)	(a)	application	\$1,822.00	PA2016 s51
Animal keeping – Impact (Except Kennel)	(a)	application	\$3,110.00	PA2016 s51
Animal keeping Kennel – Code	(a)	application	\$4,852.00	PA2016 s51
Animal keeping Kennel – Impact	(a)	application	\$7,306.00	PA2016 s51
Aquaculture – Code Less than 5 hectares	(a)	application	\$1,822.00	PA2016 s51
Aquaculture – Code 5 hectares or greater	(a)	application	\$4,852.00	PA2016 s51
Aquaculture – Impact Less than 5 hectares	(a)	application	\$3,110.00	PA2016 s51
Aquaculture – Impact 5 hectares or greater	(a)	application	\$7,306.00	PA2016 s51
Cropping – Code	(a)	application	\$1,822.00	PA2016 s51
Cropping – Impact	(a)	application	\$3,110.00	PA2016 s51
Intensive animal industry – Code	(a)	application	\$4,852.00	PA2016 s51
Intensive animal industry – Impact	(a)	application	\$7,306.00	PA2016 s51
Intensive horticulture – Code	(a)	application	\$1,822.00	PA2016 s51
Intensive horticulture – Impact	(a)	application	\$3,110.00	PA2016 s51
Permanent plantation – Code	(a)	application	\$1,822.00	PA2016 s51
Permanent plantation – Impact	(a)	application	\$3,110.00	PA2016 s51
Roadside stall – Code	(a)	application	\$1,256.00	PA2016 s51
Roadside stall – Impact	(a)	application	\$2,030.00	PA2016 s51
Rural industry – Code	(a)	application	\$1,822.00	PA2016 s51
Rural industry – Impact	(a)	application	\$3,110.00	PA2016 s51
Rural workers' accommodation – Code	(a)	application	\$1,822.00	PA2016 s51
Rural workers' accommodation – Impact	(a)	application	\$3,110.00	PA2016 s51
Wholesale nursery – Code	(a)	application	\$1,822.00	PA2016 s51
Wholesale nursery – Impact	(a)	application	\$3,110.00	PA2016 s51
Winery – Code	(a)	application	\$1,822.00	PA2016 s51
Winery – Impact	(a)	application	\$3,110.00	PA2016 s51

Material Change of Use - Sport and Recreation Uses

Club – Code	(a)	application	\$1,822.00	PA2016 s51
Club – Impact	(a)	application	\$3,110.00	PA2016 s51
Indoor sport and recreation – Code	(a)	application	\$1,822.00	PA2016 s51
Indoor sport and recreation – Impact	(a)	application	\$3,110.00	PA2016 s51
Major sport, recreation and entertainment facility – Code	(a)	application	POA	PA2016 s51
Major sport, recreation and entertainment facility – Impact	(a)	application	POA	PA2016 s51
Motor sport facility – Code	(a)	application	POA	PA2016 s51
Motor sport facility – Impact	(a)	application	POA	PA2016 s51
Outdoor sport and recreation – Code	(a)	application	\$1,822.00	PA2016 s51
Outdoor sport and recreation – Impact	(a)	application	\$3,110.00	PA2016 s51
Park – Code	(a)	application	\$1,256.00	PA2016 s51
Park – Impact	(a)	application	\$2,030.00	PA2016 s51

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Material Change of Use - Other Uses

Air services – Code	(a)	application	\$7,486.00	PA2016 s51
Air services – Impact	(a)	application	\$9,511.00	PA2016 s51
Environmental facility – Code	(a)	application	\$1,256.00	PA2016 s51
Environmental facility – Impact	(a)	application	\$1,822.00	PA2016 s51
Landing – Code	(a)	application	\$1,822.00	PA2016 s51
Landing – Impact	(a)	application	\$3,110.00	PA2016 s51
Major electricity infrastructure – Code	(a)	application	\$1,822.00	PA2016 s51
Major electricity infrastructure – Impact	(a)	application	\$3,110.00	PA2016 s51
Non-resident workforce accommodation – Code	(a)	application	\$1,822.00	PA2016 s51
Non-resident workforce accommodation – Impact	(a)	application	\$3,110.00	PA2016 s51
Outstation – Code	(a)	application	\$1,256.00	PA2016 s51
Outstation – Impact	(a)	application	\$2,030.00	PA2016 s51
Parking station – Code	(a)	application	\$1,256.00	PA2016 s51
Parking station – Impact	(a)	application	\$2,030.00	PA2016 s51
Port services – Code	(a)	application	\$1,822.00	PA2016 s51
Port services – Impact	(a)	application	\$3,110.00	PA2016 s51
Renewable energy facility – Code	(a)	application	\$7,486.00	PA2016 s51
Renewable energy facility – Impact	(a)	application	\$9,511.00	PA2016 s51
Substation – Code	(a)	application	\$1,822.00	PA2016 s51
Substation – Impact	(a)	application	\$3,110.00	PA2016 s51
Telecommunications facility – Code	(a)	application	\$1,822.00	PA2016 s51
Telecommunications facility – Impact	(a)	application	\$3,110.00	PA2016 s51
Utility installation – Code	(a)	application	\$1,822.00	PA2016 s51
Utility installation – Impact	(a)	application	\$3,110.00	PA2016 s51

Reconfiguration

Reconfiguration up to 2 Lots, all boundary realignments and access easement	(a)	application	\$1,205.00	PA2016 s51
Reconfiguration up to 3 – 10 Lots	(a)	application	\$2,059.00	PA2016 s51
Reconfiguration up to 11 – 25 Lots	(a)	application	\$6,209.00	PA2016 s51
Reconfiguration up to 26 – 50 Lots	(a)	application	\$8,955.00	PA2016 s51
Reconfiguration up to >50 Lots	(a)	application	\$14,322.00	PA2016 s51

Operational Works

Operational Works Application

Application for works on Council road reserve involving an access (where associated with a MCU or RoL approval)	(a)	application	\$300.00	PA2016 s51
Application for Advertising Sign	(a)	application	\$1,216.00	PA2016 s51
Application for Clearing of Vegetation	(a)	application	\$526.00	PA2016 s51
Re-inspection of Outstanding works and/or Early Plan Sealing Inspection	(a)	application	\$781.00	PA2016 s51

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Operational Works Application (associated with RoL for more than 5 lots)

Base Fee	(a)	application	\$1,742.00	PA2016 s51
Plus amount per lot	(a)	lot	\$154.00	PA2016 s51

Other Operational Works Application

Other Operational Works Application (incl associated with RoL up to 5 lots)	(a)	application	1.5% of cost (min \$230 max \$10,000)	PA2016 s51
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Construction Monitoring

Base Fee (associated with RoL for more than 5 lots)	(a)	application	\$1,742.00	PA2016 s51
Plus amount per Lot (associated with RoL for more than 5 lots)	(a)	lot	\$312.00	PA2016 s51
Construction Monitoring of other Operational Works (incl. associated with RoL up to 5 lots)	(a)	application	1.5% of cost (min \$235 max \$10,000)	PA2016 s51

Landscape Plans

Checking of Landscape Plans associated with Operational Works.

(i) Landscape plans submitted by Landscape Architect or Landscape Designer and who will: (a) submit a conforming statement of compliance; and (b) undertake a final inspection; and (c) submit as constructed landscaping plans (where required)	(a)	application	\$616.00	PA2016 s51
(ii) Landscape plans submitted and not in accordance with (i) above	(a)	application	\$2,059.00	PA2016 s51

Street Lighting Plans

Checking of Street Lighting Plans associated with Operational Works.

Base Fee	(a)	application	\$425.00	PA2016 s51
Plus amount per Lot	(a)	lot	\$18.00	PA2016 s51

Reassessment of Engineering Plans

Plus amount per lot	(a)	lot	\$80.00	PA2016 s51
As a result of substantially amended plans Base Fee	(a)	application	\$957.00	PA2016 s51

Bonds

Bonds for Construction Security and Defects Liability	(a)	application	5% of value of works (minimum \$1,000)	PA2016 s51
Bonds for Outstanding Works and Early Plan Sealing	(a)	application	150% of Value of Works Being Bonded	PA2016 s51

8.6 RENEWAL OF TENURE INSTRUMENT - DEPARTMENT OF ENVIRONMENT AND SCIENCE (QPWS) - CHILLAGOE HUB - 20-22 QUEEN STREET CHILLAGOE**Date Prepared:** 28 May 2024**Author:** Supervisor Governance & Compliance**Attachments:** Nil

EXECUTIVE SUMMARY

This report seeks Council consent for the approval of a further Licence to Occupy over part of 20-22 Queen Street Chillagoe, known as the Chillagoe Hub, to The State of Queensland (represented by the Department of Housing, Local Government, Planning and Public Works). The proposed Licence allows the Queensland Parks and Wildlife Service to be based at the Hub for the issuing of tickets for local cave tours.

RECOMMENDATION

That Council:

1. Decide that section 236(1)(c)(iii) of the *Local Government Regulation 2012* (Qld) applies to the proposed Licence renewal – that being part of 20-22 Queen Street Chillagoe – other than by tender or auction.
2. Approve a renewal term of two (2) years, with two (2) x two (2) year options for the Licence Agreement over part of part of 20-22 Queen Street Chillagoe, known as the Chillagoe Hub, as issued to the current Licensee, The State of Queensland (represented by the Department of Housing, Local Government, Planning and Public Works).

BACKGROUNDCurrent Agreement

The State of Queensland (represented by the Department of Housing and Public Works) currently hold a Licence to Occupy for an area of the Chillagoe Hub at 20-22 Queen Street Chillagoe, expiring 31 October 2024. The agreement has been in place since 1 November 2019.

The licenced area is occupied by the Queensland Parks and Wildlife Service, Department of Environment and Science.

Proposed New Agreement

On 20 May 2024, Council received correspondence from The State of Queensland, expressing their intention to enter into new agreement, on the same terms as the former agreement, for the period 1 November 2024 to 31 October 2026, with two (2) x two (2) year options.

A market valuation was conducted in August 2023 as a condition of the exercise of an option to renew for a further year. It is proposed that this rental consideration of \$12,000.00 (excl GST) be adopted for the renewed agreement. The renewed agreement will provide for a market rental review upon the exercise of each option.

Compliance with Local Government Regulation 2012

Council officers have conducted a review of sections 224, 227 and 236 of the *Local Government Regulation 2012* (Qld) (LGR) to ensure that appropriate authority exists in context for the lawful approval of a tenure instrument (renewal) other than by tender or auction in accordance with requirements under the LGR.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

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

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

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

IMPLEMENTATION/COMMUNICATION

Communicate Council Resolution with representatives of Department of Environment and Science to enter into new tenure agreement.

8.7 COUNCIL POLICY REVIEW**Date Prepared:** 10 May 2024**Author:** Coordinator Governance & Compliance

Attachments:

1. Use of Council Land for Agistment Purposes Policy [↓](#)
2. Enterprise Risk Management Framework [↓](#)
3. Enterprise Risk Management Policy [↓](#)
4. Enterprise Risk Management Process [↓](#)

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) Use of Council Land for Agistment Purposes Policy – adopted 18 March 2020
 - (b) Enterprise Risk Management Framework – adopted 18 May 2022
 - (c) Enterprise Risk Management Policy – adopted 18 May 2022
 - (d) Enterprise Risk Management Process – adopted 18 May 2022
2. Adopts the:
 - (a) Use of Council Land for Agistment Purposes Policy
 - (b) Enterprise Risk Management Framework
 - (c) Enterprise Risk Management Policy
 - (d) Enterprise Risk Management Process

BACKGROUND***Use of Council Land for Agistment Purposes Policy*****Purpose**

To provide a framework for the equitable assessment of requests received from members of the community for the use of Council owned or controlled vacant land for agistment purposes and to assist Council with land management of vacant land parcels.

Summary of amendments

1. Header table – amend obsolete Author field position description.

All remaining content continues as relevant for a further term.

Enterprise Risk Management Framework**Purpose**

To enhance Council's ability to meet its corporate and operational objectives having regard to identifying, analysing, evaluating, managing, treating, monitoring, reviewing and communicating uncertainties the organisation encounters.

Summary of amendments

1. Section 1 Introduction – para two; insert ERM abbreviation;
2. Section 3 Related documents – update reference instruments
3. Section 6.6 Audit Committee – para two; update Audit Committee bullet point series detailing accountability obligations;
4. Section 11 Training – omit subsections 11.1 induction training and 11.2 Risk management training.

All remaining content continues as relevant for a further term.

Enterprise Risk Management Policy**Purpose**

To communicate Council's commitment to the development and maintenance of an Enterprise Risk Management Framework and Risk Management Process in accordance with the relevant ISO standard.

Summary of Amendments

Nil applied – All existing content remains relevant for a further term.

Enterprise Risk Management Process**Purpose**

To declare the processes for management of enterprise risk across Council.

Summary of Amendments

Nil applied – All existing content remains relevant for a further term.

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.



Use of Council Land for Agistment Purposes Policy

Policy Type	Governance Policy	Version:	3.0
Responsible Officer	Manager Development & Governance	Date Approved:	19/06/2024
Review Officer:	Director Corporate & Community Services	Review Due:	19/05/2028
Author:	Coordinator Governance & Compliance	Commencement:	19/06/2024

1. PURPOSE

To provide a framework for the equitable assessment of requests received from members of the community for the use of Council owned or controlled vacant land for agistment purposes. An additional purpose is to assist Council with land management of vacant land parcels.

2. SCOPE

This Policy applies across Council.

3. POLICY STATEMENT

The following principles will apply to the assessment of requests under this policy:

- Applications for the use of vacant land for agistment must be made in writing and include a proposal for management of the land, fencing of the land and a rental consideration;
- Applications will be considered for the use of vacant land under this policy only where such land is not subject to an existing lease or permit under a current statutory instrument;¹
- Council assessment of applications will have regard to the level of demand expressed by the community for the use of the subject land and any resulting escalated requirement for calling of expressions of interest by the wider community;²
- Applications may be subject to approval by resolution of Council;
- Assessment of applications will have regard to the impact upon the subject vacant land to ensure that agistment is not likely to:
 - a) Introduce a declared pest onto the land;
 - b) Spread a declared pest on the land;
 - c) Degrade the land;
 - d) Adversely affect road safety; and that
 - e) Stock to be agisted are not affected by a notifiable disease.
- Priority consideration will be afforded to landowners adjoining the subject vacant land who are affected by drought, fire or flood;
- Where the vacant subject land is a local government controlled Reserve, the intended use must be consistent with the formally gazetted Reserve purpose;

¹ As may exist for example under the *Land Act 1994*.

² In accordance with requirements under the *Local Government regulation 2012 s 236*.

Use of Council Land for Agistment Purposes Policy

- Where the vacant subject land is freehold land, the assessment will be subject to any requirements under Council's current Planning Scheme and any applicable statutory requirements governing use of the land;
- Any administrative costs associated with permit issue will be borne by the applicant;
- Tenure for use of vacant land will be offered via issue of a Land Occupy Permit;
- Permits will be issued for a default term of 12 months however may be issued for a longer term as determined by Council on a case-by-case basis;
- annual permit rental payment minimum amounts will be calculated using the 'percentage of land valuation method' to determine fair rental amounts. The minimum commencing percentage will be five percent (5%) of unimproved usable land value as applied following the determination of current Estimated Land Valuation/Appraisal or such other amount as determined from time to time via resolution of Council;
- Annual permit rental applicable to a twelve-month period will be payable to Council in advance.

4. REPORTING

Nil reporting required

5. DEFINITIONS

Council - means all elected representatives, officers, employees, contractors and volunteers of the Mareeba Shire Council as well as committee members and to all Council activities, including entities which Council has direct ownership, management, sponsorship or financial control.

Council owned or controlled land - means land for which Council is either assigned as Trustee by the State of Queensland or land that is owned by Council under freehold title.

Vacant subject land/vacant land - means the land which is the subject of the application for tenure and use and which holds no structures and no or minimal infrastructure upon the land surface.

Reserve Land (Council Controlled) - Land for which Council is Trustee and which holds a defined gazetted purpose under the *Land Act 1994* (Qld).

Council Freehold Land - Land owned by Council under freehold title.

6. RELATED DOCUMENTS AND REFERENCES

Land Act 1994 (Qld)

Local Government Act 2009 (Qld)

Local Government Regulation 2012 (Qld)

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.

Page 2 of 2

Enterprise Risk Management Framework



Policy Type	Council Framework	Version:	3
Responsible Officer	Manager Development and Governance	Date Approved:	19/06/2024
Review Officer:	Director Corporate and Community Services	Review Due:	19/05/2026
Author:	Manager Development and Governance	Commencement:	19/06/2024

1. INTRODUCTION

As defined in AS/NZS ISO 31000:2018 - Risk Management - Guidelines, risk is the effect of uncertainty on objective and risk management is the approach encompassing strategy, processes, culture, technology, standards and knowledge in identifying, analysing, evaluating, managing, treating, monitoring, reviewing and communicating uncertainties the organisation encounters. In other words risk management is a suite of 'tools' to identify and mitigate the risk of uncertainty in meeting Council's strategic and operational objectives.

However, enterprise risk management is more than risk management. Enterprise risk management (ERM) is a structured, coordinated approach of aligning strategy, processes, people, technology and knowledge to manage risk.

While risk is inherent in all of Council's business activities, programs, services, projects, processes and decisions, enterprise risk management is about removing traditional divisions or barriers and including thinking about risk, not just as involving a loss, but as an occurrence that may provide opportunities which may have both positive and negative consequences. As such, Council is committed to consistent, efficient and effective risk management, sharing risk information across the organisation to allow effective allocation of resources and reduced duplication.

Enterprise risk management requires the Council and management to consider the bigger risk landscape and the processes that flow from this; noting that risk management is the responsibility of Council, Council employees, contractors, volunteers and suppliers.

This Enterprise Risk Management Framework should be read in conjunction with the Enterprise Risk Management Policy and the Enterprise Risk Management Process. The implementation of this framework will:

- ensure a consistent and best practice approach to risk management throughout the organisation;
- establish a structured process for identifying, analysing, evaluating, managing, treating, monitoring, reviewing and communicating risks; and
- encourage the integration of risk management into Council's overall governance, planning, management, reporting processes, policies, operations, values and culture.

1.1 COUNCIL'S MISSION

Provide cost-effective services, foster collaborative partnerships and maintain accountable governance to promote the prosperity and liveability of the Shire.

1.2 COUNCIL'S VALUES

Council has established a set of values which are implicit in our work practices, including risk management, and guide us in servicing our community. Corporate Values and Principles are;

Enterprise Risk Management Framework

1. Sustainable

We operate in an efficient and effective businesslike manner to ensure long-term sustainability by optimising customer service levels whilst managing community expectations.

2. United team

Our people work respectfully and collaboratively to achieve Council's goals with every decision being made based on what is best for the whole organisation.

3. Customer focussed

The community are our customers and we are here to serve our community in everything we do.

4. Community Partnerships

We build partnerships with the community to deliver better outcomes.

5. Ethical Conduct

We operate fairly, with open, honest, transparent and accountable behaviour and consistent decision-making.

6. Striving to be better

We strive to improve Council's service and enthusiastically pursue innovative ways of providing services simply and effectively.

7. Skilled workforce

We ensure our workforce is equipped with the skills and knowledge needed for today and into the future.

1.3 ERM FRAMEWORK INTEGRATION WITH THE CORPORATE PLAN

The Enterprise Risk Management Framework aims to enhance Council's ability to meet its corporate and operational objectives. Figure 1 shows how the strategic and operational planning process is integrated and linked to the risk management process.

Our corporate objectives are:

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.

Enterprise Risk Management Framework

Management will use the Enterprise Risk Management Framework in determining the risks associated with achieving the corporate plan activities and operational plan key performance indicators; thereby using enterprise risk management (ERM) to support and facilitate the achievement of our strategic and operational objectives.

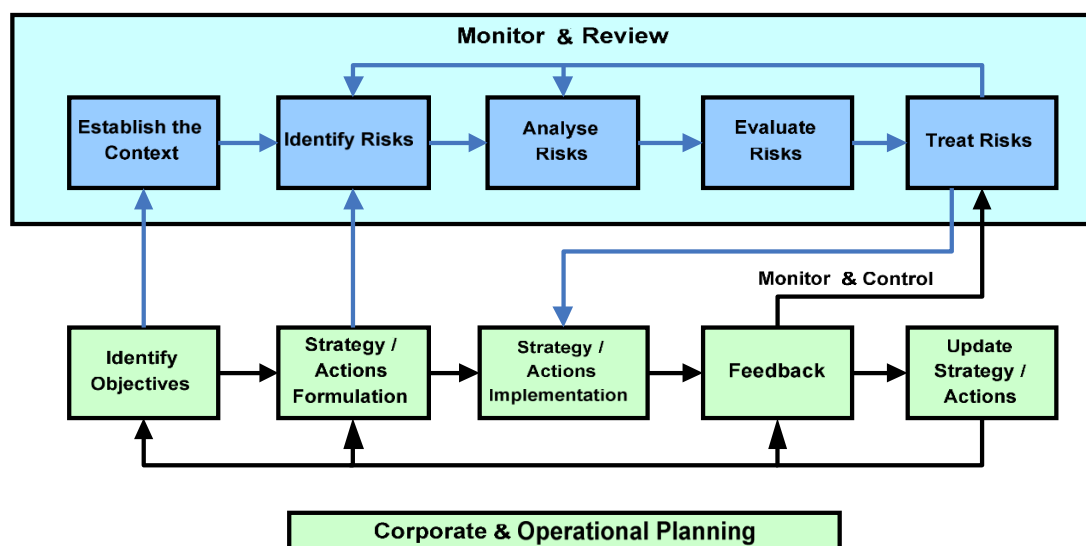


Figure 1 - Linking Corporate and Operational Planning with Risk Management

2. PURPOSE

The purpose of the Enterprise Risk Management Framework is to provide an organisational approach towards the management of risk. ERM encompasses the following:

- Application of the level of risk Council is prepared to accept.
- Development of proactive strategies to identify, control, treat and manage those risks.
- Developing and promoting a positive risk management culture, integrated throughout Council as part of the day-to-day business and organisational activities.
- Strengthening sound corporate governance practices, supporting informed decision making, priority planning, budgeting and reporting.
- Improving operational effectiveness and efficiency, and communication of risk throughout the organisation.
- Establishment of organisational roles, responsibilities and accountabilities for risk management.

3. RELATED DOCUMENTS

- *AS/NZS ISO 31000:2018 Risk Management – Guidelines*
- *Corporate Plan (MSC)*
- *Enterprise Risk Management Policy (MSC)*
- *Enterprise Risk Management Process (MSC)*
- *Fraud and Corruption Control Policy (MSC)*
- *Fraud and Corruption Control Plan (MSC)*

Enterprise Risk Management Framework

- *Local Government Regulation 2012 (Qld)*
- *Operational Plan (MSC)*

4. DEFINITIONS

For the purposes of this framework the following definitions apply:

CEO	Chief Executive Officer A person who holds an appointment under section 194 of the Local Government Act 2009. This includes a person acting in this position.
Control Owner	The person responsible for implementing controls and monitoring existing controls to determine, document and report on control effectiveness, adequacy and changes in risk environment. In some cases the control owner is the risk owner or the control owner would normally report to the risk owner.
Council	Mareeba Shire Council.
Council ERM Standards	Rules providing instruction to risk owners and Council employees on specific areas of their risk management responsibilities.
Current (Residual) Risk Rating	The level of risk remaining after risk treatment.
Enterprise Risk Management (ERM)	Council's approach to risk management encompassing strategy, processes, culture, technology, standards and knowledge in identifying, analysing, evaluating, managing, treating, reviewing and communicating uncertainties encountered to achieve an appropriate balance between minimising losses and maximising opportunities in meeting its objectives.
Enterprise Risk Management Framework	Council's adopted systems, processes and organisational arrangements for designing, implementing, monitoring, reviewing and continually improving ERM throughout Council. The framework provides an expression of intent on what, why and how risk is to be managed and shows how Council provides capacity to manage risk according to the intent.
Risk	The effect of uncertainty on objectives.
Risk Analysis	A process of identifying the cause and source of a risk, its positive and negative consequences, and the likelihood that those consequences can occur. The level of risk is determined through this process.
Risk Calculator	A tool for ranking and displaying risks by defining ranges for consequence and likelihood.
Risk Criteria	Terms of Reference against which the significance of a risk is evaluated. Risk criteria are based on organisational objectives, internal and external context and can be derived from standards, laws, policies and other requirements.
Risk Owner	A Council employee (usually a Director and/or Manager) authorised by the CEO to manage a particular risk and is accountable for doing so.
Risk Profile	Description of any set of risks as defined. For example: the whole of council or only a part.
Risk Register	The system maintained by Council listing the identified and assessed risks.
Risk Tolerance	Organisation's or stakeholder's readiness to bear the risk, after risk treatment, in order to achieve its objectives.
Risk Treatment	The process to modify risk. Can involve taking (opportunity), avoiding, removing, changing, sharing. If the risk has a negative consequence treatment may also be referred to as risk mitigation.

Enterprise Risk Management Framework

Risk Treatment Plan	A plan detailing the process to modify risk.
Senior Management Team	For the purpose of implementing the ERM framework this refers to the CEO, Directors, Managers and other employees approved by the CEO to be a risk owner.

5. RISK MANAGEMENT PRINCIPLES

This ERM framework is based on the following risk management principles as adapted from AS/NZS ISO 31000:2018 - Risk Management - Guidelines:

- a) **Integrated** - risk management is integral part of all organisational activities;
- b) **Structured and comprehensive** - a structured and comprehensive approach to risk management contributes to consistent and comparable results;
- c) **Customised** - the risk management framework and process are customised and proportionate to the organisation's external and internal context related to its objectives;
- d) **Inclusive** - Appropriate and timely involvement of the stakeholders enables their knowledge, views and perceptions to be considered. This results in improved awareness and informed risk management;
- e) **Dynamic** - Risk can emerge, change disappear as an organisation's external and internal context changes. Risk management anticipates, detects, acknowledges and responds to those changes and events in an appropriate and timely manner;
- f) **Best available information** - The inputs to risk management are based on historical and current information, as well as on future expectations. Risk management explicitly takes into account any limitations and uncertainties associated with such information and expectations. Information should be timely, clear and available to relevant stakeholders;
- g) **Human and cultural factors** - Human behaviour and culture significantly influences all aspects of risk management at each level and stage;
- h) **Continual improvement** - Risk management is continually improved through learning and experience;

Enterprise Risk Management Framework

6. RESPONSIBILITIES

The imbedding of a risk management culture in all work and business practices within the organisation is the responsibility of Council, Council employees, contractors, volunteers and suppliers. The responsibilities and accountabilities of specific personnel or groups of personnel are shown in Figure 2 and described below:

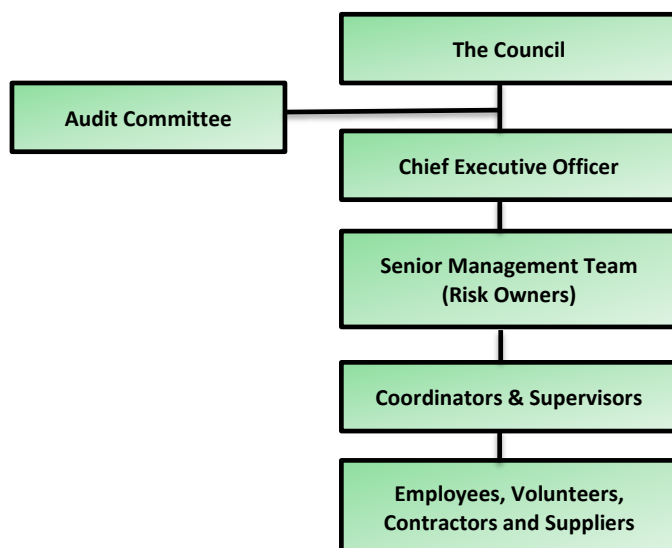


Figure 2 - ERM Governance Structure

6.1 THE COUNCIL

The Council provides direction and oversight of risk management across the organisation including:

- Adoption of Council's ERM Policy, this framework, risk registers and any updates. These ordinarily will be first reviewed by Audit Committee if the timing of their meetings allows for it;
- Oversee the management of risks with a high or very high current risk rating, including the effectiveness of associated controls through the review and discussion of quarterly risk management reports;
- Satisfying itself that the as low as reasonably practicable (ALARP) evaluation of risks with an existing high or very high current risk rating is tolerable;
- Satisfying itself that risks with lower ratings are effectively managed, with appropriate controls in place and effective reporting structures; and
- Approving major decisions affecting Council's risk profile or exposure.

6.2 CHIEF EXECUTIVE OFFICER (CEO)

The CEO is accountable to the Council and has overall responsibility for protecting the organisation from unacceptable costs or losses associated with Council operations and for developing, approving and implementing processes for effectively managing the risks that may affect the achievement of Council's corporate and operational objectives-specifically Council's ERM framework, policies and process.

Enterprise Risk Management Framework

6.3 SENIOR MANAGEMENT TEAM

The effectiveness of ERM within Council is directly linked to management's awareness of and commitment to its principles and the promotion and application of risk management in decision making and day-to-day operations.

The Senior Management Team, as the risk owners within their areas of responsibility, is responsible for:

- Promoting and overseeing the development of a positive risk management culture throughout Council;
- Providing direction and guiding the inclusion of risk management in all corporate and operational decision making;
- Possessing a clear understanding of the risk profile relating to their area;
- Maintaining the framework for managing, monitoring and reporting risk;
- Performance against the risk register. This will be a key performance indicator and will be assessed as applicable;
- Documenting any new risks identified due to changes in the work environment. Risk records must be maintained and updated on an on-going basis to reflect any changes;
- Having an appreciation of the wider risk environment and where risks extend beyond their direct control, cooperating to identify and prioritise risks, developing clear accountabilities for their management and committing to collective solutions and outcomes. Where risks may impact across another risk owner's area of responsibility, collaborating with the appropriate employees to ensure that the risk is being adequately managed, e.g. the risk isn't being over or under controlled; and
- Ensuring adequate resourcing and risk management training in their area.

6.4 COORDINATORS AND SUPERVISORS

Applicable to their area of responsibility, Coordinators and Supervisors are responsible for the implementation of risk management practices (e.g. internal controls) and the results of those activities.

6.5 ALL EMPLOYEES, VOLUNTEERS, CONTRACTORS AND SUPPLIERS

All Council employees, volunteers, contractors and suppliers are responsible for:

- Meeting their obligations under relevant legislation (including Workplace Health and Safety) and the ERM framework;
- Acting at all times in a manner which does not jeopardise the health and safety of themselves or any other person in the workplace;
- Providing direction and training to persons for whom they have a supervisory responsibility or duty of care provision relating to risk management, and health and safety;
- Identifying areas where risk management practices should be implemented and documented, advising their supervisors accordingly; and
- Reducing the risk, and minimising the impact, of fraud and corruption within their work environment.

Enterprise Risk Management Framework

6.6 AUDIT COMMITTEE

The main objective of the Audit committee is to assist Council in fulfilling its corporate governance role and oversight of financial management and reporting responsibilities imposed under the Financial and Performance Management Standard 2009, the Queensland *Local Government Act 2009* and other relevant legislation. More specifically, the Committee will:

- Enhance Councillors' ability to exercise due care, diligence and skill in relation to compliance with applicable laws and policy;
- Provide advice to Council (via Audit Committee) to allow Councillors confidence that processes and procedures within the organisation are appropriate and being managed properly;
- Monitor the credibility and objectivity of financial reports;
- Ensure the independence and effectiveness of Council's Internal Audit function;
- Monitor the use of appropriate accounting and disclosure policies;
- Maintain its independence from the day-to-day operation of the Council;
- Monitor existing corporate policies and recommend for consideration any new corporate policies it considers necessary to prohibit unethical, questionable or illegal activities;
- Advise Council regarding its management of its strategic risks;
- Support measures to improve internal controls and the minimisation of risks and fraud.

7. COUNCIL'S ERM STANDARDS

The following standards are provided to support ERM and to provide clear instruction to risk owners on the approach Council requires.

7.1 STANDARD 1 - SUPPORT AUDIT RECOMMENDATIONS

Risks identified through either an internal or external audit shall be placed in the appropriate risk register by the risk owner (the Manager Development & Governance can assist if required). The final content of the documented risk and any risk treatment plan is the responsibility of the risk owner.

7.2 STANDARD 2 - LEARNING FROM INCIDENTS, SUCCESSES AND FAILURES

Incidents, successes and failures are an opportunity to check the risk register and make adjustments to its content based on the required actions listed below. Risk owners need to ask the following questions:

- Did we identify the risk and causes?
- Why did our controls work or fail - did we identify the controls?
- Did we detect a control gap?
- Should we change our analysis?
- What further risk treatment is required now?

At this review stage where changes are detected and in accordance with the Risk Assessment Process updates are to be made to the risk register.

Enterprise Risk Management Framework

7.3 STANDARD 3 - RISK OWNERSHIP AND MANAGEMENT

A risk owner is defined as “A Council employee (usually a Director and/or Manager) authorised by the CEO, through this document, to manage a particular risk and is accountable for doing so.”

For Corporate Risks, the CEO will delegate a Director or Manager to own and report on specified corporate risks.

For risks at a departmental and sectional level, Directors and Managers will maintain the ownership of these risks. However it is expected, according to specific need, that they will allocate the day to day management of some of these risks, particularly those with a lower current risk rating, to Coordinators or Supervisors.

For risks relating to capital projects and major events, Directors and Managers will maintain the overall ownership of these risks; unless the CEO nominates another Council employee to own the risks for a specific project or event. For risk reporting purposes, capital project and major event risks must be documented in the risk register by the risk owner.

8. RISK MANAGEMENT PROCESS

The risk management process must be an integral part of management, embedded in the culture and practices of Council, and tailored to our operational and business processes. The risk management process (shown in Figure 3 taken from AS/NZS ISO 31000:2018 - Risk Management Guideline) involves establishing the context, assessing the risk, treating the risk, monitoring the risk and reviewing the risk. The whole process needs to be communicated to stakeholders who are consulted with throughout the process. (see Figure 3 Summary of Council's Risk Management Process)

Mareeba Shire Council's **Enterprise Risk Management Process** provides the detail for Risk Assessment. This process includes the thresholds for 'likelihood' and 'consequence' as determined by Council as well as the Risk Rating Matrix which enables the Risk Rating to be determined for each identified risk.

This process also guides the user as to what action needs to be taken depending on the inherent risk as calculated. For example a risk with an Extreme Rating requires immediate action and must be reported to the CEO, while a risk that has a Low rating may not require any treatment other than ongoing monitoring.

The establishment of the context is specific to each individual risk. The key stakeholders will vary from one risk to another and should include individuals from a range of levels who are involved in the delivery of the service or identified activity.

Enterprise Risk Management Framework

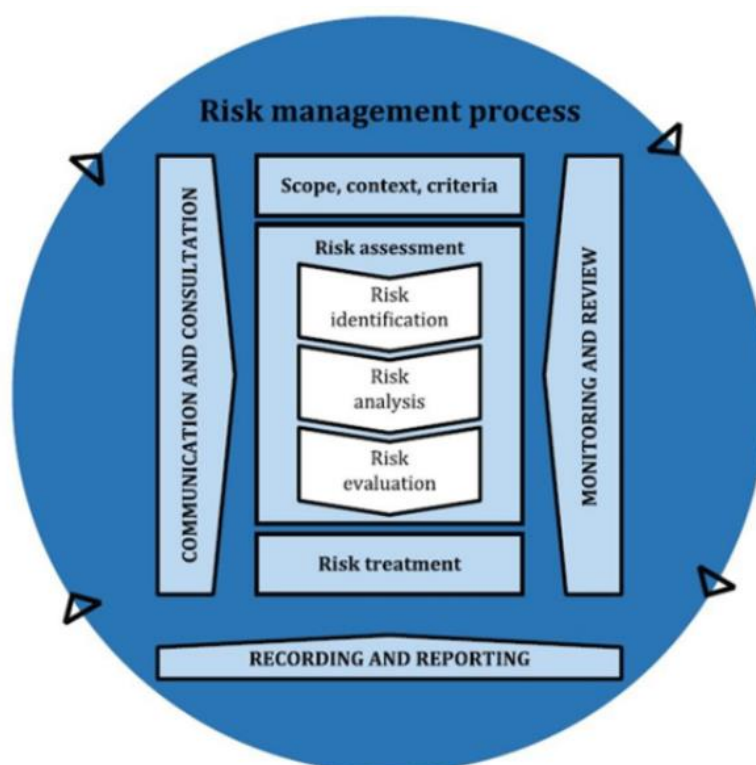


Figure 3 - Summary of Council's Risk Management Process

9. RESOURCES

Risk management needs to be appropriately resourced to maintain an effective and stable process to increase awareness, responsibility and ownership of Council's risk management principles. Resourcing considerations include:

- employees, skills, experience and competence;
- responsibilities for each step in the risk management process;
- organisational process to manage risk;
- procedures and processes;
- supporting technology system; and
- risk management training.

10. INSURANCE

Council's insurance portfolio is managed by the Governance Section. All insurance policies are to be sourced through this section and not by the individual business areas.

10.1 INSURANCE AS A RISK MANAGEMENT TOOL

Council should use its available resources efficiently and effectively to manage risk, minimising loss to the community and its assets. Insurance may be used to transfer or manage the risk of financial loss however, in some instances it may not be cost beneficial to do so and may not be transferable in every instance.

When considering the use of insurance the following should be considered:

Enterprise Risk Management Framework

- Nature of the risk;
- Availability of alternative risk management and mitigation strategies;
- Financial consequences of choosing not to insure; and
- Level of loss Council is willing to fund.

Responsible officers must ensure they have the appropriate insurances for their specific risks. The level of insurance required should be based on tolerance levels, past claims experience, the availability and cost of insurance. Officers should:

- Ensure they consider all insurable risks and insure appropriately; and
- Consider Council's risk profile and determine the appropriate level of insurance required.

Preventative and mitigating measures should be considered to reduce the probability or severity of an adverse risk event occurring, if proven to be of cost-benefit, even if the risk has been insured. Regardless of whether the risk is able to be insured or not, the risk owner should document how the risk is to be managed via the risk register.

11. TRAINING

The Manager Development & Governance will be responsible for ensuring adequate training is provided to employees involved in the risk management process.

12. RAISING AWARENESS OF RISK MANAGEMENT

One mechanism to raise awareness of enterprise risk management with the Senior Management is to put a greater emphasis on the following section headings in Council reports, with the risk implications being a mandatory component of the reports;

- link to Corporate Plan,
- consultation
- legal and risk implications,
- policy implications,
- financial & resource implications

Council Reports must identify risks, particularly those with Significant and Extreme risk ratings. Where such risks have been identified an action item must be created to ensure that the register is updated in a timely fashion. This is also an opportunity to discuss the status of any risk treatment implementation plans.

13. REVIEW OF ENTERPRISE RISK MANAGEMENT DOCUMENTS

Item		Process
Risk Management Policy		Document to be reviewed by Councils Senior Management Team every two years or when there is a major change in Council. To be approved by Audit Committee and Council.

Enterprise Risk Management Framework

Risk Management Framework	Document to be reviewed every two years with changes to be endorsed by the Audit Committee and approved by the Council. May also be reviewed where improvements are identified.
Risk Management Process	Document to be monitored and reviewed on an ongoing basis and changes to be endorsed by the Audit Committee and approved by the EMT.
Strategic Risks (Organisational level)	Directors and CEO to review all strategic and operational risks (significant to extreme) and treatments. Report to Audit Committee on annual basis or where a change is made.
Operational Risks (Department level)	Managers to review risks and treatments when data at the task level has changed. Regular reviews to be undertaken (on all significant risks) and reported to the EMT.
Individual risks (Task level)	The monitoring and review will be ongoing. Checking the process used reflects up to date information. May be prompted by an incident where a control failed or was not in place.

Enterprise Risk Management Policy



Policy Type	Council Policy	Version:	3
Responsible Officer	Manager Development and Governance	Date Approved:	19/06/2024
Review Officer:	Director Corporate and Community Services	Review Due:	19/05/2026
Author:	Manager Development and Governance	Commencement:	19/06/2024

1. SCOPE

This Policy applies to all elected representatives, officers, employees, contractors and volunteers of the Mareeba Shire Council as well as committee members; and to all Council activities, including entities which Council has direct ownership, management, sponsorship or financial control.

2. PURPOSE

The purpose of this Policy is to communicate Council's commitment to the development and maintenance of an Enterprise Risk Management Framework and Risk Management Process in accordance with AS/NZS ISO 31000:2018.

3. RELATED DOCUMENTS AND REFERENCES

- *Audit Committee Policy* (MSC)
- *Audit Committee Terms of Reference* (MSC)
- *Enterprise Risk Management Framework* (MSC)
- *Enterprise Risk Management Process* (MSC)
- *Fraud and Corruption Control Policy* (MSC)
- *Local Government Act 2009* (Qld)
- *Local Government Regulation 2012* (Qld)

4. DEFINITIONS

Risk

A risk to the business is any action or event that has the potential to impact on the achievement of business objectives. Risk also arises as much from the possibility that opportunities will not be realised as it does from the possibility that threats will materialise or that errors will be made.

Risk Management Framework (RMF)

A set of components that provide the foundation and organisational arrangements for designing, implementing, monitoring, reviewing and continually improving risk management throughout the organisation.

Risk Management Policy

Statement of overall intentions and direction of an organisation related to risk management.

Risk Management Process

The systematic application of management policies, procedures and practices to the activities of communicating, consulting, establishing the context, and identifying, analysing, evaluating, treating, monitoring and reviewing risk.

Enterprise Risk Management Policy

5. POLICY STATEMENT

This policy aims to ensure that a consistent approach is taken across the organisation in the identification, assessment and management of risks and that risk management is a normal part of the decision making process at all levels and in all sections of Council.

6. POLICY OBJECTIVES

The objectives of this policy and associated documents is to:

- Align Council's risk management activities with Councils objectives as identified in, Council's corporate and operational plans (ERM Framework);
- Promote risk management principles as a strategic tool to ensure better informed decision making throughout Council (ERM Framework);
- Embed a culture of risk management across the Council (ERM Policy & Framework);
- Minimise or eliminate adverse impacts from Council's services or infrastructure on the community, visitors and the environment (ERM Policy, Process, & Framework);
- Capitalise on opportunities identified for Mareeba Shire Council (ERM Framework);
- Safeguard Council's employees, contractors, committees, volunteers, assets, financial sustainability, property, reputation and information (ERM Policy, Process, & Framework); and
- Maintain and improve the safety, reliability and quality of service provided by Mareeba Shire Council, within Council's controls and capabilities (ERM Policy, Process, & Framework);

7. POLICY STATEMENTS**7.1 RISK APPETITE**

As a public authority the Council has a relatively conservative appetite for risk.

Council has some appetite for risks that involve:

- (a) Improving efficiency, reducing costs and/or generating additional sources of income
- (b) Maintaining and where necessary improving levels of service to the community

Council has no appetite for risks that:

- (a) Have a significant negative impact on Council's long term financial sustainability
- (b) Result in major breaches of legislative requirements and/or significant successful legal claims against the Council
- (c) Compromise the safety and welfare of staff, contractors and/or members of the community
- (d) Cause significant and irreparable damage to the environment
- (e) Result in major disruption to the delivery of key Council services
- (f) Result in widespread and sustained damage to the Council's reputation
- (g) Result in significant loss of key assets and infrastructure.

7.2 SOURCES OF RISK

Council manages seven (7) interrelated risk categories and accepts a moderate level of risk in the delivery of Councils key strategic priorities (objectives) of Community, Environment, Economy and Governance. The 7 risk categories are; Health & Safety, Environmental, Financial, Service Delivery & IT, Infrastructure & Assets, Legal & Regulatory, Political & Reputational.

Low and moderate risks will be managed by the Councillors, the Senior Management Team and staff as part of daily operations.

Significant and extreme risks identified and managed by the Responsible Officer will subsequently be monitored and reviewed by the EMT and the Audit committee.

Enterprise Risk Management Policy

7.3 RISK MANAGEMENT PRINCIPLES

Management and employees must assume responsibility for ERM facilitated by the following guiding principles:

- a) **Integrated** - risk management is integral part of all organisational activities;
- b) **Structured and comprehensive** - a structured and comprehensive approach to risk management contributes to consistent and comparable results;
- c) **Customised** - the risk management framework and process are customised and proportionate to the organisation's external and internal context related to its objectives;
- d) **Inclusive** - Appropriate and timely involvement of the stakeholders enables their knowledge, views and perceptions to be considered. This results in improved awareness and informed risk management;
- e) **Dynamic** - Risk can emerge, change disappear as an organisation's external and internal context changes. Risk management anticipates, detects, acknowledges and responds to those changes and events in an appropriate and timely manner;
- f) **Best available information** - The inputs to risk management are based on historical and current information, as well as on future expectations. Risk management explicitly takes into account any limitations and uncertainties associated with such information and expectations. Information should be timely, clear and available to relevant stakeholders;
- g) **Human and cultural factors** - Human behaviour and culture significantly influences all aspects of risk management at each level and stage; and
- h) **Continual improvement** - Risk management is continually improved through learning and experience.

8. RESPONSIBILITIES & REVIEW

It is the responsibility of the Manager Development and Governance to monitor the adequacy of this policy and the associated Enterprise Risk Management Framework and Enterprise Risk Management Process and recommend any improvements and amendments.

This policy will be formally reviewed every four (4) years by Councils Senior Management Team or as required by Council or the Audit Committee. This Policy will also be reviewed when any of the following evaluations occur:

1. Audit reports relating to risk management activities being undertaken by Council indicate that a policy review from a legislative, compliance or governance perspective is justified.
2. Relevant legislation, regulations, standards and policies are amended or replaced.
3. Other circumstances as determined from time to time by the Chief Executive officer or through a resolution of Council.
4. Corporate Plan is amended/updated.

Enterprise Risk Management Process



Policy Type	Council Process	Version:	3
Responsible Officer	Manager Development and Governance	Date Approved:	19/06/2024
Review Officer:	Director Corporate and Community Services	Review Due:	19/05/2026
Author:	Manager Development and Governance	Commencement:	19/06/2024

1. COUNCILS APPROACH

To manage all business risk, Council will follow the current published Australian Standard for risk management.¹ Using this approach there are six key stages to the risk management process.²

STEP 1. Communicate and Consult - with internal and external stakeholders

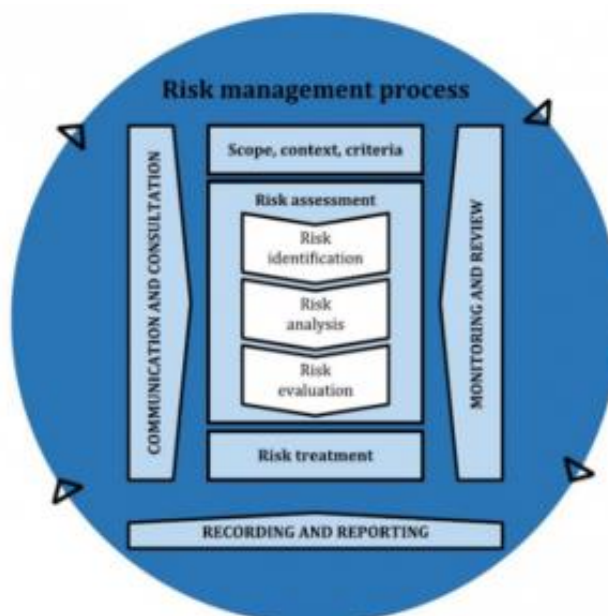
STEP 2. Establish the Context - the boundaries

STEP 3. Risk Assessment - identify, analyse and evaluate risks

STEP 4. Treat Risks - Implement and assess controls to address risk

STEP 5. Monitoring and Review - risk reviews and audit

STEP 6. Recording and Reporting - communicate outcomes



Our Risk Approach using AS/NZS ISO 31000:2018

¹ See Australian Standard AS ISO 31000:2018 Risk management - Guidelines.

² Ibid s 6.

Enterprise Risk Management Process

2. COMMUNICATE AND CONSULT

Communication and consultation are integral to the process and must occur throughout the process. Communication efforts with stakeholders must be focused on two-way dialogue rather than a one-way flow of information from decision makers to stakeholders.

An expert's perception may differ from that of the layman's however both perspectives may contribute to the process. To limit ambiguity and duplication, risk assessments and treatments should be undertaken in a group environment with key stakeholders in attendance. Any uncertainties should be discussed to determine basic assumptions, measurements and mitigation strategies.

It is important to communicate and consult with stakeholders at each step of the risk management process. Communication efforts must be focused on consultation and two-way dialogue, rather than a one-way flow of information from decision makers to stakeholders.

The Manager Development & Governance will be available to assist employees throughout the risk management process including risk assessments, developing treatments and reporting.

Any changes to the Enterprise Risk Management (ERM) Framework that impact the process are to be communicated to all stakeholders.

3. ESTABLISH THE CONTEXT

This step provides value to the process as it is where the alignment, planning, understanding and preparation occur. The context concerns the understanding of the local government's scope for risk management and defines the criteria against which risks will be assessed. It also reviews any factors which may contribute or have a significant impact on the local government achieving its objectives.

It concerns the operations and activities of local government and reviews the internal and external environment in which these operations and activities operate. The context internal or external refers to the environment in which council seeks to achieve the particular objective being assessed this includes:

External context

- The cultural, social, political, legal, regulatory, financial, technological, economic and natural environment. (This can be local, state, national or international)
- Key drivers and trends having impact on council's objectives; and
- Relationships with, and perceptions and value, of external stakeholders.

Internal context

- Governance, organisational structure, roles and responsibilities;
- Corporate and operational plans, policies and objectives, and the strategies in place to achieve them;
- Organisational capabilities, in terms of resources, knowledge, systems and technology
- Relationships with, and perception and values of internal stakeholders; and
- Information systems and decision-making processes.

The risk management context considers the goals, objectives, strategies, scope and parameters of Council activities that could be a source of uncertainty or those parts of Council where the risk management process is being applied. This includes consideration of the benefits, costs and opportunities of risk management activities and the resources required. Setting the risk criteria is also part of establishing the context.

Enterprise Risk Management Process

4. RISK ASSESSMENT

Risk Assessment is the overall process of risk identification, analysis and evaluation. The ERM Process details the risk assessment and treatment process and includes;

- Risk calculator
- Associated risk consequence and likelihood matrix tables
- Guidance on control and treatment plans

4.1 RISK IDENTIFICATION

Risk identification is the process of identifying key risks facing Council. This involves thinking through the sources of risks, the potential hazards, the possible causes and the potential exposure. If a risk is identified that the likelihood of occurring is within 3 months, then Managers should immediately do a risk assessment and treatment plan if required to be presented in Council's ordinary meeting.

Risk identification occurs within the context of the risk management activity, procedure or process. Council focuses on effective management of the following material risks categories and types:

Risk Category	Risk Type
Financial	Strategic Risk
Environmental	Financial Risk
Infrastructure and Assets	Operational Risk
Political and reputational	Information Technology
Legal, compliance	Human Resources
Health and Safety	Regulatory
Service Delivery and IT	Macro Risk

It is important to undertake a systematic and comprehensive identification of key risks. Quarterly the Risk Matrix will be updated with identified Risks during the previous quarter operations. The questions when identifying risks are:

- What can happen?
- Where can it happen?
- Why can it happen?
- How can it happen?
- What is the impact?
- When can it happen?

It is also important to consider the potential causes of a risk as it will help to address the risk, which is the next stage of the risk management process. Potential causes may include: commercial relationships, financial activities, operational issues, political influences, personal/human behaviour, natural events, business interruption, management activities, technology issues, technical issues or legal relationships.

A comprehensive list of risks is generated based on events that may create, enhance, prevent, degrade, accelerate or delay the achievement of Council's objectives. The identification activity should also include risk associated with not pursuing an opportunity as well as any risks not under Council's control.

Generally, risk identification and analysis tend to focus on the negative consequences of risk, and the consequence table normally reflects the negative or detrimental impacts. However, the risk management

Enterprise Risk Management Process

approach can be used to identify and prioritise opportunities with positive or beneficial consequences to enhance decision making and the achievement of objectives.

4.2 RISK ANALYSIS

Once identified, the risks can then be analysed. Risk analysis is a process using predetermined criteria to assess the level of risk based on the likelihood and consequences of a risk eventuating. From this analysis the level of inherent risk can be determined using the Risk Rating Matrix.

The methodology to analyse risks involves 4 steps;

Identify the existing controls - the controls that are currently in place to reduce the risk must be considered. Controls can include any policy, process, procedure, mechanism, practice or other actions which modify the consequences and/or their likelihood.

Rate the likelihood - likelihood is the chance of the consequence eventuating. The likelihood ratings ranging from 1 to 5 (rare to almost certain), located in the risk calculator, are used when considering the likelihood of a risk consequence eventuating.

Rate the consequences - the consequences reflect the extent of the impact on objectives. The consequences are considered in the context of the listed consequence categories, and the most likely severity or degree of each consequence. Consequence ratings from 1 to 5 (insignificant to catastrophic) are used when considering the range of impacts on Council and the Community. The greater the significance of the consequences on Council and the community, the higher the rating.

Determine the level of Risk - the combination of consequence and likelihood will produce a level of risk using the risk calculator. The severity ranges from low and moderate to significant and extreme.

Likelihood Matrix

When considering the likelihood of a risk, you need to consider both the probability and frequency of occurrence. Council will use the following likelihood ratings:

Rating	Likelihood	Description	Quantification
1	Rare	The event may occur but only in exceptional circumstances. No past event history	Once every 50 years
2	Unlikely	The event could occur in some circumstances. No event history.	Once every 20 years
3	Possible	The event may occur at some time. Some past warning signs or previous event history	Once every 5 years
4	Likely	The event will probably occur. Some recurring past event history.	Once a year
5	Almost Certain	The event is expected to occur in normal circumstances. There has been frequent past history	Once every 6 months or more

Enterprise Risk Management Process

Consequence Matrix

The consequence assessment is the effect or the impact of the risk event. It can be measured in a number of ways, such as financially (in terms of profit or loss), environmentally (in terms of effort required to remedy) etc. Council will utilise the following consequence ratings, based on the seven listed material risks.

Risk Consequence Matrix

Risk Category	Consequences				
	1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
Health & Safety	Staff issue causes negligible impact. Injuries require first aid or non-treatment of injuries	General morale and attitude problems. Injury involving lost time in the workplace	Widespread staff issues cause failure to deliver several minor strategic objectives	Staff issues cause widespread failure to deliver essential services. Temporary disability or hospital admission < 3 days	Death or permanent disability or long term hospital admissions
Environmental	Minor adverse event that can be remedied immediately	Isolated instances of environmental damage requiring effort to fix in the short term	Adverse events that cause widespread damage but reversible in the short to medium term. May incur cautionary notice or infringement notice	Significant adverse event causing widespread damage which may be reversed through appropriate remedial action in the medium term. Penalties may apply	Major adverse event requiring continual long term remedial action. Significant penalties may apply
Financial	Financial impact (expenditure or revenue) <\$50,000 Budget variation manageable in the short term	Financial impact (expenditure or revenue) between \$50,000-\$250,000 Budget variation manageable without impact on bottom line of budget absorbed over current financial year.	Financial impact (expenditure or revenue) between \$250,000 - \$500,000 Impact on budget beyond current financial year but manageable within next financial year	Financial impact (expenditure or revenue) between \$500,000 - \$1million Impact on budget with recovery over proceeding two or three financial years	Financial impact (expenditure or revenue) >\$1 million on budget with recovery over three or more financial years
Service delivery/ IT	Interruption to a service not requiring any further remedial action and with minimal impact on customers	Interruption to a service requiring further remedial action and with moderate impact on customers	Interruption to core business function or essential service with significant customer impact for up to 48 hours	Interruption to core business function or essential service for 2-7 days	Interruption to core business function or essential service greater than 7 days
Infrastructure & Assets	Some damage where repairs are required however facility or infrastructure is still operational	Short term loss or damage where repairs required to allow the infrastructure to remain operational using existing internal resources	Short to medium term loss of key assets and infrastructure where repairs required to allow the infrastructure to remain operational. Cost outside of budget allocation	Widespread, short term to medium term loss of key assets and infrastructure. Where repairs required to allow the infrastructure to remain operational. Cost significant and outside of budget allocation	Widespread, long term loss of substantial key assets and infrastructure. Where infrastructure requires total rebuild or replacement.
Legal/ Compliance	Dispute resolved through internal process or expertise	Dispute resolved through legal advice	Corporation directed to undertake specific activities to remedy breaches in legislation that may require the involvement of legal firms	Deliberate breach or gross negligence/formal investigations from third party (Ministerial involvement, Ombudsman or QCCC)	Major breach of legislation resulting in major corporation penalties, fines, QCCC investigation that may result in legal action against corporation staff or class action
Political/ Reputational	Political activity that requires minor changes in operations Issue may result in a number of adverse local complaints	Political activity that requires changes in operations Issues may attract limited media coverage	Political activity that requires changes in operations with budget and resource implications Issue may attract regional and state media coverage through various mediums with minimal consequence	Political activity that requires changes in operations with significant ongoing budget or resource implications Issue may attract significant State and National media coverage with some effect on Councils reputation	Political activity that results in irreparable damage Prolonged adverse media attention. Staff and Elected members forced to resign.

Enterprise Risk Management Process

Risk Rating Matrix

Inherent risk is the overall raw risk. It is determined by combining the likelihood and the consequence rating. The level of inherent risk will determine how each risk is treated. The following matrix shows the inherent risk levels that will be used by Council.

		Consequence				
		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	6 Moderate	7 Significant	8 Extreme	9 Extreme	10 Extreme
Likely	4	5 Moderate	6 Moderate	7 Significant	8 Extreme	9 Extreme
Possible	3	4 Low	5 Moderate	6 Moderate	7 Significant	8 Extreme
Unlikely	2	3 Low	4 Low	5 Moderate	6 Moderate	7 Significant
Rare	1	2 Low	3 Low	4 Low	5 Moderate	6 Moderate

*Risk Rating Matrix***4.3 RISK EVALUATION**

Risk evaluation is about deciding whether risks are acceptable or unacceptable. The term "as low as reasonably practicable" (ALARP) will be used where risks are assessed, evaluated and determined to be acceptable.

For a risk to be ALARP it must be possible for the risk owner to demonstrate that the cost involved in reducing the risk further would be grossly disproportionate to the benefit gained. The ALARP principle arises from the fact that infinite time, effort and money could be spent on the attempt of reducing a risk to zero with little or no further benefit to Council or the community.

The purpose of risk evaluation is to assist in making decisions on the outcomes of the risk analysis; in particular which risks require further treatment and the priority for implementing those treatments.

Where risk treatment produces a business benefit, further control is necessary, and a risk treatment plan will need to be developed.

Generally, risks with extreme and significant risk ratings will require further treatment. Risks with low and moderate risk ratings need to be considered together with the context to determine if further treatment is necessary. Risk evaluation involves comparing the level of risk (Risk Rating) against Council's known priorities and requirements. The treatment strategy for each risk will vary depending on the determined level of inherent risk.

Enterprise Risk Management Process

Extreme - requires immediate action as the potential risk exposure could be devastating. Action may include detailed research, planning and decision making at the Senior Management Level.

Significant - requires action very soon as it has the potential to be damaging to the organisation. Senior Management attention and action needed.

Moderate - requires treatment with routine or specific procedures. Management responsibility must be specified.

Low - continue to monitor and re-evaluate the risk, ideally treat with routine procedures.

Risks that affect other Council departments/sections/units need to be communicated to those areas and in-turn those people need to be included in the analysis and evaluation processes to ensure that risk treatments are appropriate from a whole of Council perspective.

Any risks where the calculation is thought to be too high or too low are to be adjusted and documented accordingly. The output of the risk evaluation is a prioritised list of risks requiring further action. Low or acceptable risks should be monitored and periodically reviewed to ensure that they remain acceptable.

Risks ranked as **Moderate and Low** are to be reviewed by the person with the delegated operational responsibility on an annual basis. The outcome of the review and any changes to the risk exposure are to be reported to the relevant Director. No treatment plans required for risks identified at this level.

Risks ranked as **Extreme and Significant** require detailed analysis of practices and controls to determine the residual risk rating. Risks with an inherent risk of extreme or significant will be actively managed by the CEO who will determine any delegation of the process. A treatment plan will be developed where appropriate to improve the residual risk. The CEO will report to Council on the status of these risks, with the worsening of any extreme risks being reported to the Mayor immediately. Any other significant change to Council's risk exposure will be reported to the Council as soon as possible.

Councillors acknowledge that it is not appropriate or in the best interest to stakeholders, to eliminate all risks. A component of risk evaluation is also to consider if the current control measures are sufficient and that the risk is appropriately managed.

Further Classification of Risks

Risks may be classified even further into the following zones:

Generally Acceptable (GA): in the area of the chart ranked "low", risks have little impact and or are unlikely to occur. Risks in this region don't pose an immediate threat to the project or organisation, and some can even be ignored.

As Low As Reasonably Possible (ALARP): This is a zone of acceptable risk including "low" and "moderate" ranking areas. Risks within this region of the matrix are tolerable or not significantly damaging; work can proceed without addressing the risks immediately.

Generally Unacceptable (GU): this is the area of the chart where risk is "Significant" or "Extreme". Risks in this region are quite damaging, highly likely to occur and would threaten the project or organisation. They are highest priority and must be addressed immediately.

Enterprise Risk Management Process

5. TREAT THE RISKS

Risk treatment involves identifying the range of options for treating unacceptable risks, assessing the options, preparing risk treatment plans and implementing them.

Risk treatment involves a cyclical process of:

- Assessing a risk treatment;
- Deciding whether residual risk levels are tolerable;
- If not tolerable, generating a new risk treatment; and
- Assessing the effectiveness of the new treatment.

Treatment options include;

- 1 Preventative - These types of controls focus on preventing the risk occurring.
- 2 Detective - Detect risk or issues and report.
- 3 Corrective - These controls typically respond, recovery, and prevent further occurrences.
- 4 Recovery-focused - This control is not a matter of reducing the risk but a reduction in the consequence by having efficient processes for recovery.
- 5 Directive - Direct adjustment in policies, procedures or guidelines.

Deterrent - Introducing an element that discourages violations or the risk

Treatment plans should clearly identify the priority order in which the individual treatments should be implemented. Where a number of treatments are available, a tool to determine the best option (or most viable option) is a cost benefit analysis. Where a risk is 'extreme' the executive management team and the audit committee may approve a specific risk treatment plan to manage the risk.

6. MONITOR AND REVIEW OF RISKS

The risk register will be reviewed and updated on an annual basis, or more frequently where a new or changed risk is identified in the Council reporting process. Once changes have been reviewed and agreed upon by the appropriate members of the Senior Management Team, the Audit Committee should review the risk registers, as presented, for adoption by Council.

Monitoring and review ensures that changing context and priorities are managed and emerging risk are identified. Included in this step are:

- Monitoring and review of controls (effectiveness, adequacy, changes in risk environment etc);
- Learning lessons from successes and failures in terms of root causes and control effectiveness;
- Improving the risk management process; and
- A combination of audit processes and line management review etc.

All risk assessments and treatments will be conducted in accordance with the ERM Process. All relevant documentation must be placed in Council's electronic recordkeeping system. The Manager Development & Governance will collate all risks into the Risk Register for future monitoring.

Enterprise Risk Management Process

Risk reports should be presented to Council through the Audit Committee where possible. The Manager Development and Governance will report at least annually on:

- Significant and Extreme risks; and
- Any risks that have been identified as requiring treatment; and
- Full details of any risks previously adopted by Council or new risks that have been added or amended since previous report;
- All risks assessed as being ALARP (tolerable).

Council must provide direction as to their continued acceptance of specific risks and agreed controls or treatments.

7. RECORDING AND REPORTING

Recording is an integral part of Council's governance and seeks to:

- Disseminate risk management activities and outcomes across Council;
- Provide information for decision-making;
- Improve future risk management activities;
- Assist interaction with all relevant stakeholders.

Factors for inclusion in the reporting activities include:

- Specific stakeholder information needs;
- Cost, frequency and timeliness of reporting;
- Method of reporting;
- Relevance of information to Council's objectives and decision-making.

Decisions on the creation, retention and storage of documented information should be made in accordance with Council's Records Management Policy.

8.8 MAREEBA INDUSTRIAL PARK - LAND SALES - EXCLUSIVE REAL ESTATE AGENCY ARRANGEMENTS

Date Prepared: 5 June 2024

Author: Coordinator Governance & Compliance

Attachments: Nil

EXECUTIVE SUMMARY

Approval is sought to call for market expressions for a renewed sole agency arrangement for provision of advertising services for land sales at the Mareeba Industrial Park.

RECOMMENDATION

That Council proceed with a call to market via tender submission from suitably qualified real estate agents for the provision of real estate services for the marketing and sale of land at the Mareeba Industrial Park for a two-year period with a further two-year option upon satisfactory review of land sales performance.

BACKGROUND

In 2022, Council sought tenders from suitably qualified Real Estate Agents to take exclusive carriage of the marketing, general enquiries, and negotiation and drafting of contracts for sale of land at the Mareeba Industrial Park ('the MIP').

Council awarded the tender and entered into a two-year sole agency arrangement with Mareeba Property Office commencing 1 November 2022 for all remaining developed land stock available as at date of commencement. The agreement expires on 31 October 2024.

The services offered included a targeted marketing campaign tailored to Council, and agency services in the sale of the land. Council further negotiated the inclusion of additional website features, and the installation of new signage located on the Mulligan Highway and the signage at the entry to the MIP.

Administrative efficiency, increased market reach and unit land sales

Sole agency real estate expertise has provided for a committed and sophisticated real estate advertising campaign beyond the capacity of Council enabling an extensive commercial market reach to result in an improved marketing to sales yield. The past 19 month period under the sole agency arrangement (1 November 2022 to 1 June 2024) saw a marked increase in agency brokered land sales at nine (9) units of sales by comparison with the prior 19 month period (1 April 2021 to 1 November 2022) which yielded five (5) units of agency brokered land sales.

The sole agency arrangement has provided for administrative efficiencies – reduction in handling by Council officers of land sales enquiries, handling of agency engagement forms specific to each land sale transaction, negotiation of land sales contract terms, drafting of contract instruments through settlement payment and agent commission payment transactions.

Call to market and renewed sole agency arrangement

Given the success of the current sole agency contract arrangement, it is recommended Council now progress with a market call via tender processes from suitably qualified real estate agents on

substantially the same terms as the current arrangement but with a longer term. A suitable term is considered to be two-years with a further two-year option upon successful review of the first two years to the satisfaction of Council. This arrangement provides tendering real estate agents with security of investment across a potential four-year arrangement span whilst providing for a measure of reviewable performance assurance for Council.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Tender processes to be undertaken in accordance with Council's *Procurement Policy* and associated guideline instruments.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil.

Operating

Cost of advertising under a renewed arrangement.

Is the expenditure noted above included in the current budget?

Yes.

LINK TO CORPORATE PLAN

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

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

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

Preparation of necessary tender documentation in accordance with Council direction.

8.9 REGIONAL ARTS DEVELOPMENT FUND (RADF) 2024 - 2028 PROGRAM

Date Prepared: 5 June 2024

Author: Senior Community Services Officer

Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's approval for the proposed 2024 - 2028 RADF Program that will form the basis of Council's funding application to Arts Queensland.

RECOMMENDATION

That Council:

1. Adopts the 2024 - 2028 RADF Program; and
2. Endorses the annual submission of an application to Arts Queensland for a \$34,125 Regional Arts Development Fund grant for 2024 – 2028; and
3. Contributes \$14,500 annually to the 2024 – 2028 Regional Arts Development Fund Program as outlined in this report.

BACKGROUND

The Regional Arts Development Fund is delivered as a partnership between Arts Queensland and eligible local councils to drive social change and strengthen communities by supporting initiatives that: increase access to arts and cultural experiences in regional Queensland; grow employment and capacity building opportunities for artists across regional Queensland; and deliver against local arts and cultural priorities.

From 2024, Arts Queensland has introduced a four-year funding cycle, which means that Council must make one (1) full application every four (4) years and an annual submission of detailed budget allocation. Funding available for councils is guided by set population and co-investment tiers.

It is proposed that Council makes an annual cash contribution of \$14,500 over the four-year RADF Program, to be funded from the operational budget. This will allow Council to apply for an annual grant from Arts Queensland of \$34,215.

The 2024-2028 RADF Program will:

- Build the capacity of the Shire's art, culture and heritage sector to enrich lifestyles and encourage economic development;
- Allocate funding to a mix of council-led initiatives, community grant rounds and update program promotion;
- Realise the completion of Council's three-year Public Mural Action Plan and refresh the RADF priorities through community consultation;
- See a renewed and proactive focus on arts and cultural sector capacity building, through regional collaboration where possible;

- Continue to cater to the diverse development and participation needs of artists, arts groups and the wider community through a community grant round; and
- Support an Advisory Committee to guide the development and implementation of the Program.

It is proposed that the 2024 – 2028 RADF Program is implemented with the following components:

1. Public Mural Action Plan

The RADF Program will be directed to achieving high quality outcomes to complete Council's Public Mural Action Plan. Three final public artworks will be delivered in Kuranda, Julatten and Irvinebank to complement the eight recently completed throughout the Shire.

A Public Art Trail featuring existing and new artworks will be developed with the aim of showcasing our regional artists and promoting the shire to visitors. The content and format of the Trail will be developed in consultation with key stakeholders and is expected to be primarily an online tool with minimal hard copy resources.

To support the success of the Public Art Trail, maintenance of artworks will be prioritised over the four-year RADF Program to ensure they are in suitable condition for promotion.

2. Arts Sector Capacity Building

Arts and cultural sector capacity building will be achieved through professional development workshops delivered annually as a council-led initiative. The training workshops will result in practical skill development which will help build new audiences and employment opportunities for artists and the capacity of arts and cultural organisations to deliver high quality participation opportunities for the wider community. Where possible these activities will be run in collaboration with surrounding councils and / or the Regional Arts Service Network to maximise value for money.

3. Community Grant Round

An annual community grant round will be offered in all but the first year of the RADF Program. Local funding priorities will be refreshed through community consultation and promotion of the grant round will be reviewed to extend the reach and awareness of the grant round. The focus for these community grant rounds will be on community-led activities to a maximum grant request of \$10,000.

RISK IMPLICATIONS

Financial

The Public Art Policy sets out the respective responsibilities of interested parties for the creation and ongoing maintenance of public murals to manage financial, reputational and other risks.

FINANCIAL AND RESOURCE IMPLICATIONS

Operating

The proposed RADF Program activities rely on an annual Council co-contribution and an annual Arts Queensland grant.

Is the expenditure noted above included in the current budget?

The proposed co-contribution will be presented to Council as part of the 2024/25 Operational Budget.

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

Public promotion of the 2024 – 2028 RADF Program can commence after the funding agreement with Arts Queensland has been signed.

8.10 2024/2025 CEMETERIES FEES AND CHARGES

Date Prepared: 17 May 2024

Author: Manager Customer and Community Services

Attachments: 1. 2024/2025 Cemeteries Fees & Charges [↓](#)

EXECUTIVE SUMMARY

This report details the proposed Cemeteries Fees and Charges for 2024/2025.

RECOMMENDATION

That Council adopts the Cemeteries Fees and Charges 2024/2025.

BACKGROUND

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.

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. The fees and charges have been recommended on either full cost recovery or discounted community service obligation by direction of Council.

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

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

Nil.

LINK TO CORPORATE PLAN

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

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 fees and charges detailed in this report will be included in the Register of Fees and Charges published on Council's website and provided to relevant funeral directors and stonemasons.

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.

Cemeteries

50% non-resident burial and reservation surcharge

Non-Resident definition:

A person who was not a resident or ratepayer of the Mareeba Shire at the time of their death. An exemption applies if the deceased was a resident of the Shire for 10 years or more in their lifetime.

Interment

- Interment Fees and Charges are in addition to the reservation fee.
- Second and subsequent interments in the same plot do not incur a reservation fee.

Interment – Grave	N/A	plot	\$1,928.00	
Interment Child – Grave (Less than 9 years old)	N/A	plot	\$964.00	
Above Ground Vault, Mausoleum Wall, Mausoleum Free Standing	N/A	plot	\$666.00	
Ashes (Niche; includes installation of plaque)	N/A	niche	\$500.00	
Ashes (In ground)	N/A	plot	\$500.00	
Private Land Interment Application	N/A	application	\$268.00	

Interment Surcharge

Weekends and public holidays, Grave	N/A	interment	\$1,392.00	
Weekends and public holidays, Above Ground vaults, Mausoleum Wall, Mausoleum Free Standing, Ashes Niche and Ground	N/A	interment	\$914.00	

Shelter and Chair Hire

Hire of shelter and chairs	N/A	1 shelter/10 chairs	\$126.00	
Hire of additional shelter and chairs	N/A	1 shelter/10 chairs	\$43.00	

Plaque

Cost of plaque including freight	N/A	plaque	POA	
Plaque installation – Lawn Cemetery	N/A	plaque	\$193.00	
Plaque installation – Niche (if not installed at interment)	N/A	plaque	\$193.00	
Cost of plaque restoration including freight	N/A	plaque	POA	

continued on next page ...

Page 2 of 3

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Plaque [continued]

Plaque renovation – Remove, arrange restore, re-install	N/A	per request	\$237.00	
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Reservation

Grave, Above Ground Vault	N/A	plot	\$645.00	
Child – Grave, Above Ground Vault (less than 9 years old)	N/A	plot	\$323.00	
Mausoleum Wall	N/A	plot	\$8,100.00	
Mausoleum Free Standing	N/A	plot	\$4,289.00	
Niche (Single)	N/A	niche	\$416.00	
Niche (Double)	N/A	niche	\$483.00	
Double Depth Burial - Kuranda Heights	N/A	plot	\$967.00	

Miscellaneous

Construction of a memorial	N/A	plot	\$349.00	
Exhumation	N/A	plot	Cost	
Removal of slab or headstone	N/A	plot	Cost	
Concrete Pillars	N/A	pillar	\$297.00	
Surrender or Transfer an Interment Right (Reservation)	N/A	reservation	\$95.00	

8.11 2024/2025 FACILITY HIRE FEES AND CHARGES

Date Prepared: 17 May 2024

Author: Manager Customer and Community Services

Attachments: 1. 2024/2025 Facility Hire Fees & Charges [↓](#)

EXECUTIVE SUMMARY

This report details the proposed Hall Hire Fees and Charges for 2024/2025.

RECOMMENDATION

That Council adopts the Hall Hire Fees and Charges for 2024/2025.

BACKGROUND

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.

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. The fees and charges have been recommended on a discounted community service obligation by direction of Council.

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

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

Nil.

LINK TO CORPORATE PLAN

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

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 fees and charges detailed in this report will be included in the Register of Fees and Charges published on Council's website.

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.

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Facility Hire

(a) Standard Fees

Apply to an organisation, group, individual and event that:

- Operates for profit with high commerciality or corporate sponsorship; or
- Receives State or Federal funding and is holding an event which is within the scope of their funding.

(b) Concession Fees

Apply to events/activities with considerable community benefits, but there may be some limited commerciality regarding the hirer, or the event/activity as follows:

- Benefits individuals such as a private event/function eg. birthday party, wake.
- Sporting, social or cultural events/games that primarily benefit club or group members rather than the general public that is not run for profit and only charge a 'break even' entry fee eg. regional sporting carnival, basketball competition, special school event, arts masterclasses.
- Community organisation fundraising activities. Council support must be acknowledged in any publicity by the hirer.

(c) Community Benefit Fees

Apply to not-for-profit hirers relying on volunteers for events/activities that deliver widespread community benefit and have free or low cost (\$5 max) entry. The hirer must meet the following conditions:

1. Is a community group that:
 - Is a not for profit, incorporated association or group of persons or individuals with the primary aim of conducting activities and providing services for community benefit; and
 - Relies predominantly on volunteer labour, community fundraising, membership fees and donations; and
 - Does not receive state or federal government operational grants and does not have a fee for service model. OR
2. Is a religious group holding an activity/event for which no entry fee is charged and is open to the general public including gatherings for worship. OR
3. Is a government funded not-for-profit community service operating an activity or event that is outside the scope of its funding agreement. Council support must be acknowledged in any publicity by the hirer.

Alcohol on Premises

Council will not authorise 'alcohol on premise' for all locations, additional conditions may be required prior to approval, if given.

Assistance in Booking Process

For additional Information or assistance in making a booking, please contact Council.

Conditions of Hire

Please see facility hire application kit for a full list of "Conditions of Hire"

Minimum Hall Hire

Users should consider required time to setup, packup and cleanup venue in their hire times. Minimum hire hours are developed to give users time to meet their base requirements.

Noise Control

The playing of pre-recorded or live amplified music is not to exceed the sound levels specified in the Environmental Protection Regulation 1988. Should the noise level exceed that specified in the Environmental Protection Regulation 1988, the bond will be forfeited to Council.

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

Key Return Policy – lost/not returned – broken locks etc	N/A		As advised	
Council may request payment to cover any costs incurred for replacement items, including keys, locks etc				

Bond

Halls & Hub - Alcohol on Premises - Bond refundable (refer to Conditions of Hire)	N/A	occurrence	\$500.00	
Bond required when alcohol will be available/served on premises				
Storage Cages - Refundable Security Bond	N/A	term	\$200.00	

Cedric Davies Community Hub

- Full day hire is from 7 am to midnight
- Hourly Rate is a minimum of 2 hours

Standard (a) - Full Day Hire	N/A	day	\$646.00	
Standard (a) - Hourly Rate	N/A	hour	\$97.00	
Concession (b) - Full Day Hire	N/A	day	\$323.00	
Concession (b) - Hourly Rate	N/A	hour	\$48.00	
Community Benefit (c) - Full Day Hire	N/A	day	\$107.00	
Community Benefit (c) - Hourly Rate	N/A	hour	\$13.00	

Community Halls

- Full day hire is from 7 am to midnight
- Hourly Rate is a minimum of 2 hours

Standard (a) - Full Day Hire	N/A	day	\$200.00	
Standard (a) - Hourly Rate	N/A	hour	\$24.00	
Concession (b) - Full Day Hire	N/A	day	\$97.00	
Concession (b) - Hourly Rate	N/A	hour	\$8.00	
Community Benefit (c) - Full Day Hire	N/A	day	\$43.00	
Community Benefit (c) - Hourly Rate	N/A	hour	\$5.00	

Kuranda Community Precinct Storage Cages

- Hire period must be paid in full.
- Minimum application is 12 months

Storage Unit A: 3.80m x 3.87m	N/A	year	\$240.00	
Storage Unit B: 2.52 x 1.85m	N/A	year	\$180.00	

Mareeba Library Meeting Room

Standard (a) - Hourly Rate	N/A	hour	\$50.00	
Concession (b) - Hourly Rate	N/A	hour	\$5.00	
Community Benefit (c) - Hourly Rate	N/A	hourly	No charge	

Park light hire

Minimum 4 hours	N/A	hour	\$16.00	
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Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Circus

Hire	N/A	occurrence	POA	
Contact Council for application				
Security Bond	N/A	occurrence	POA	
Deposit or part thereof of bond may be refunded depending upon condition which grounds are left in				

8.12 2024/2025 LIBRARIES FEES AND CHARGES

Date Prepared: 17 May 2024

Author: Manager Customer and Community Services

Attachments: 1. 2024/2025 Libraries Fees & Charges [↓](#)

EXECUTIVE SUMMARY

This report details the proposed Libraries Service Fees and Charges for 2024/2025.

RECOMMENDATION

That Council adopts the Libraries Fees and Charges 2024/2025.

BACKGROUND

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.

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. The fees and charges have been recommended on either full cost recovery or discounted community service obligation by direction of Council.

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

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

Nil.

LINK TO CORPORATE PLAN

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

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 fees and charges detailed in this report will be included in the Register of Fees and Charges published on Council's Website. They will also be updated in Library Management Systems and on Library promotional materials.

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.

Libraries

Charges

Lost charge – Cost value of item plus notice charge & administration fee	N/A	item	\$25.00	
Overdue notice fee	N/A	Item	\$2.60	
Damaged item charges - items deems unusable	N/A	item	\$25.00	
Visitor membership fee	N/A	Item	No charge	
No fee charged to encourage visits to the Shire and extend the visitor stay				
Replacement membership card	N/A	card	\$6.00	

Inter Library Loan (ILL)

University Loan charge	N/A	university library	\$33.00	
Processing Charge for uncollected Inter Library Loans	N/A	uncollected item	\$17.00	
Replacement Inter Library Loan wrapper	N/A	item label	\$6.40	
Freight	N/A	item	\$2.50	

Full PC Use

No cost for the first hour, with fees to apply thereafter depending on availability.

Library member, additional time per 1/2 hour or part thereof	N/A	30 min	\$2.20	
Library member + Concession Card (Seniors, Veterans, Health Care), additional time per 1/2 hour or part thereof	N/A	30 min	\$1.00	
Non-Library members, additional time per 1/2 hour or part thereof	N/A	30 min	\$3.20	
Non-Library members, additional time per hour or part thereof	N/A	60 min	\$6.20	

Internet

National & State Library online databases	N/A	hour	No charge	
USB Stick	N/A	item	\$5.00	
WIFI	N/A	hour	No charge	

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

Library Coordinator has delegated authority to vary the cost of sale of library collections items at any time for operational reasons.

Coffee sales	N/A	cup	\$4.00	
Library bags	N/A	bag	\$8.00	
Sale of Library Collection Items – Magazines	N/A	unit	\$0.50	
Sale of Library Collection Items	N/A	unit	\$2.10	

Photocopying and Printing

Photocopying - A4 per side - Black & White	N/A	A4 page	\$0.40	
Photocopying - A4 per side - Colour	N/A	A4 page	\$1.10	
Photocopying - A3 per side - Black & White	N/A	A3 page	\$0.80	
Photocopying - A3 per side - Colour	N/A	A3 page	\$2.20	
Printing - A4 page - Black & White	N/A	A4 page	\$0.50	
Printing - A4 page - Colour	N/A	A4 page	\$1.50	

8.13 AUDITOR-GENERAL'S 2024 INTERIM REPORT

Date Prepared: 20 May 2024

Author: Manager Finance

Attachments: 1. Interim Audit Report [↓](#)

EXECUTIVE SUMMARY

Section 213 of the *Local Government Regulation 2012* requires that the auditor-general's observation report be tabled at the next ordinary meeting of the local government following receipt of the report.

RECOMMENDATION

That Council receives and notes the attached report.

BACKGROUND

Each financial year Council's financial statements must be audited by Queensland Audit Office, or their delegated auditors. For the 2023/24 financial year Council's auditors, Grant Thornton, have been appointed as contract auditors on behalf of Queensland Audit Office.

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

Auditors were onsite from 15 to 19 April to conduct an interim audit, for the period 1 July 2023 to 31 March 2024.

Audit has not identified any transactions of concern, however, one potential deficiency has been noted in the attached Interim Audit Report. Management has already moved to implement internal control improvements to ensure this matter is resolved in a timely manner.

The Interim Audit Report issued by Queensland Audit Office is attached.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

RISK IMPLICATIONS

Nil

LINK TO CORPORATE PLAN

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

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

IMPLEMENTATION/COMMUNICATION

The Interim Audit Report has been presented to the Audit Committee for their information.



2024 INTERIM REPORT

Mareeba Shire Council

15 May 2024



SENSITIVE

Mrs Angela Toppin
Mayor
Mareeba Shire Council

Dear Angela

2024 Interim report

We present our interim report for Mareeba Shire Council for the financial year ending 30 June 2024. This report details the results of our interim work performed to 31 March 2024. Under section 213 of the Local Government Regulation 2012, you must present a copy of this report at your council's next ordinary meeting.

Results of our interim audit

In this phase, we assessed the design and implementation of your internal controls relevant to the financial report, and whether they are operating effectively. We assessed the key controls we intend to rely on in auditing your financial statements. Our audit does not assess all controls that management has implemented across the organisation.

Significant deficiencies:

- One raised in the current year, relating to changes to the employee Masterfile.

Deficiencies:

- One in progress from prior years

Financial reporting matters:

- One resolved pending audit clearance from prior years

Based on the results of our testing completed to date we have determined your internal control environment does support an audit strategy where we can rely upon your entity's controls.
Refer to section 1 for further details.

If you have any questions or would like to discuss the audit report, please contact me on (07) 4046 8888 or Kelly Graham on (07) 4046 8840.

Yours sincerely

Shona Cram
Partner

Enc.
cc. Peter Franks, Chief Executive Officer
John Andrejic, Chair of the Audit Committee

SENSITIVE

2024 Interim report

1. Status of issues

Internal control issues

The following table identifies the number of deficiencies in internal controls and other matters we have identified. Details of the deficiencies we identified during our interim audit are outlined further in this section. Refer to section 2 *Matters previously reported* for the status of previously raised issues.

Year and status	Significant deficiencies	Deficiencies	Other matters*
Current year issues	1	-	-
Prior year issues – unresolved	-	1	-
Total issues	-	2	-

Note: *Queensland Audit Office only tracks resolution of other matters where management has committed to implementing action.

The following section details control deficiencies and other matters identified as at 31 March 2024. It includes a response from management.

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



S Significant deficiencies

24IC-1 Changes to the employee Masterfile

Observation

There is currently no check of changes made to the employee Masterfile by an independent staff member to ensure the changes are both valid and accurate.

Implication

There is a potential financial and reputation risk to Council as a result of this check not being performed as this check is essential for identifying and addressing errors, discrepancies, or unauthorised modifications in the Masterfile.

QAO recommendation

We recommend that Council review the current processes and controls to ensure that:

- changes to the employee Masterfile are promptly checked for accuracy; and
- steps are taken to prevent and/or detect unauthorised changes to the employee Masterfile.

Management response

On reflection of this finding and due to recent structural changes which have occurred within the Payroll/HR team, we note the following improvements to our review procedures which will further strengthen our internal controls:

- Review the Employee Masterfile changes report to make it more 'user friendly' by showing changes to pay rates, allowances, bank details or any other changes affecting payroll values

SENSITIVE

2024 Interim report

- This report is to be run monthly by the Finance team and is to be reviewed by one of the following people – CEO, Director Corporate and Community Services or Finance Manager
- Payment variance reports are to be run on an adhoc basis (at least twice per annum) and reviewed by one of the following people – CEO, Director Corporate and Community Services or Finance Manager

The new control reviews will have immediate effect and will be available for audit.

Responsible officer: Director Corporate & Community Services

Status: In-progress

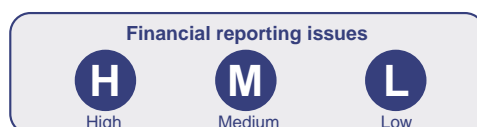
Action date: May 2024

Financial reporting issues

This table identifies the number of financial reporting issues we raised. No financial reporting issues were identified during the interim audit. Refer to section 2 *Matters previously reported* for the status of previously raised financial reporting issues.

Year and status	High risk	Medium risk	Low risk
Current year issues	-	-	-
Prior year issues – unresolved	-	-	1
Total	-	-	1

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




2. Matters previously reported

The following table summarises the status of deficiencies, financial reporting issues, and other matters previously reported to you.

Ref.	Rating	Issue	Status
23IC-1	<div style="background-color: #003366; color: white; border-radius: 50%; width: 30px; height: 30px; line-height: 30px; margin: 0 auto;">D</div>	Stocktake attendance observations During our attendance at Council's stocktake count, we identified a number of issues, such as: <ul style="list-style-type: none"> - the absence of written procedures; - only one member of staff performing the count; - the stocktake was held over a two-week period; - stocktake counting performed over the weekend was done so with little supervision; - quantity of items listed on the count sheets; - lack of signatures on the completed count sheets; - no marking of counted stock; - stock held in incorrect locations; 	Work in progress <i>2024 interim update:</i> We will check the issues outlined in our finding have been addressed during our attendance at Council's stocktake in June 2024. Responsible officer: Manager Finance Action date: 30 June 2024

SENSITIVE

2024 Interim report

Ref.	Rating	Issue	Status
		<p>- uncertainty regarding whether to hold onto physical count sheet records; and</p> <p>- write-offs not being completed due to lack of time and personnel.</p> <p>The above observations could result in inaccurate inventory levels being counted, recorded and ultimately presented in the financial statements.</p> <p>We recommend that management implements procedures and processes to address these observations, such as:</p> <ul style="list-style-type: none"> - documenting procedures for the stocktake count, including required number of personnel to complete the stocktake count in a timely manner, minimum requirements for supervision on weekdays and weekends; and the process for completing write-offs to ensure they are completed in a timely manner. The stocktake procedures should also detail how records are to be kept (e.g. physical copies, electronic copies etc.) - ensuring stock count sheets are provided to counters without quantities included, and the completed stock count sheets are signed by the counter to ensure accountability amongst counters. 	
22FR-2		<p>Accuracy of revaluation uploads into TechOne</p> <p>In the 2022 year, we identified an error in the revaluation adjustments processed in the general ledger totalling \$1,771,467 within the other infrastructure class indexation uplift. It was identified that a manual input error had occurred between transferring the revaluation adjustments from the workings spreadsheet to the TechOne upload spreadsheet resulting in some of the adjustments not being recorded. As this amount was not material no uncorrected adjustment has been recognised. Where data input for revaluation adjustments are not reviewed it can cause errors in the revaluation amounts reported within the general ledger that could lead to a material misstatement.</p> <p>We recommend management implement an additional review between the workings spreadsheet and TechOne upload and ultimately the asset register to ensure that determined adjustments are appropriately recorded in the general ledger and financial statements.</p>	<p>Resolved pending audit clearance</p> <p><i>2024 interim update:</i></p> <p>We will check the upload of the prior year revaluation adjustments into the TechOne asset registers in conjunction with our review of Council asset valuations. Council asset valuation papers are due on 31 May 2024, with feedback to be provided on these by 28 June 2024.</p> <p>Responsible officer: Senior Accountant</p> <p>Action date: 30 June 2024</p>



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8.14 FINANCIAL STATEMENTS PERIOD ENDING 31 MAY 2024**Date Prepared:** 3 June 2024**Author:** Manager Finance**Attachments:** 1. **Budgeted Income Statement by Fund 2023/24 Budget** [↓](#)**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with an overview of financial matters for the period 1 July 2023 to 31 May 2024.

RECOMMENDATION

That Council receives the Financial Report for the period ending 31 May 2024.

BACKGROUND

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

For the period ending 31 May 2024, the actual results are in line with the year-to-date budget. There are no issues or concerns to discuss or highlight at this stage.

The budgeted figures reflect the 2023/24 Budget as adopted by Council at the 19 July 2023 meeting.

<i>May 2024 – Snapshot</i>	Actuals YTD	Budget YTD
Total Operating Income *	\$ 68,273,028	44,318,221
Total Operating Expenditure*	\$ 58,934,292	43,440,364
Operating Surplus/(Deficit)	\$ 9,338,736	877,857
Total Capital Income	\$ 4,610,005	165,000
Net Result - Surplus/(Deficit)**	\$ 13,948,741	1,042,857

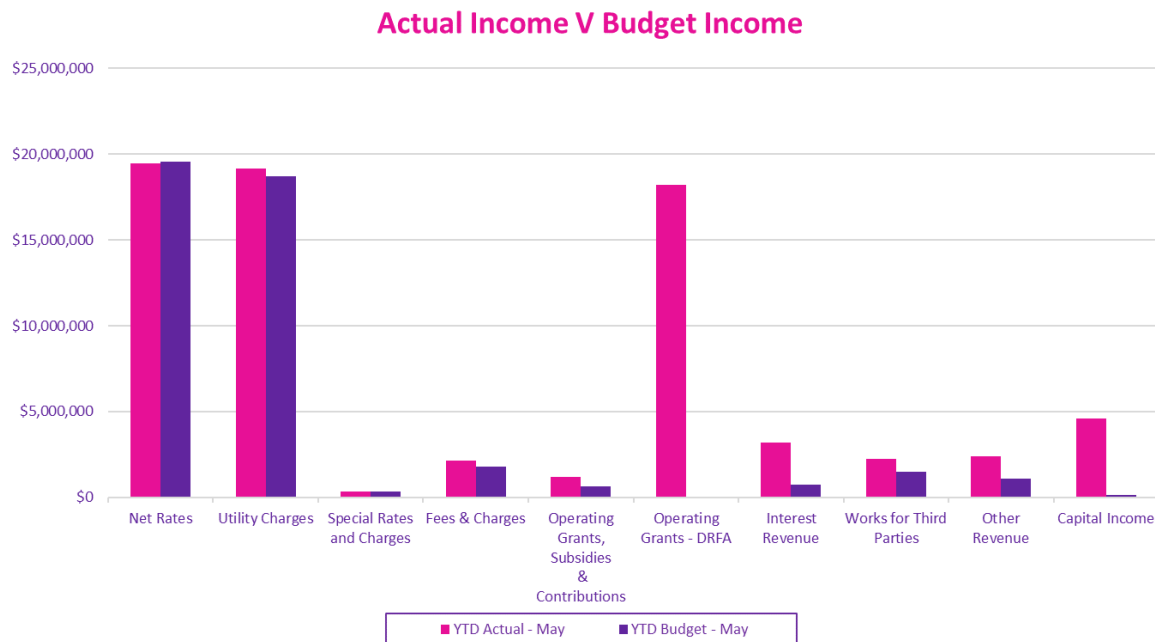
* Actual Operating Income and Expenditure includes all Disaster Recovery Funding Arrangements (DRFA) income and expenses, however the YTD budgets does not include any provision for DRFA.

** 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.

Income Analysis

Total income (inclusive of capital income of \$4,610,005) for the period ending 31 May 2024 is \$72,883,033 compared to the YTD budget of \$44,483,221.

The graph below shows actual income against budget for the period ending 31 May 2024.



	Actual YTD	Budget YTD	Note
Net Rates	19,459,387	19,567,409	1
Utility Charges	19,154,089	18,691,663	1
Special Rates and Charges	330,168	333,117	
Fees & Charges	2,126,591	1,811,921	2
Operating Grants, Subsidies & Contributions	1,171,032	636,480	
Operating Grants, Subsidies - DRFA	18,223,911	-	3
Interest Received	3,170,041	721,417	4
Works for Third Parties	2,230,086	1,472,924	5
Other Revenue	2,407,723	1,083,290	6
Capital Income	4,610,005	165,000	7

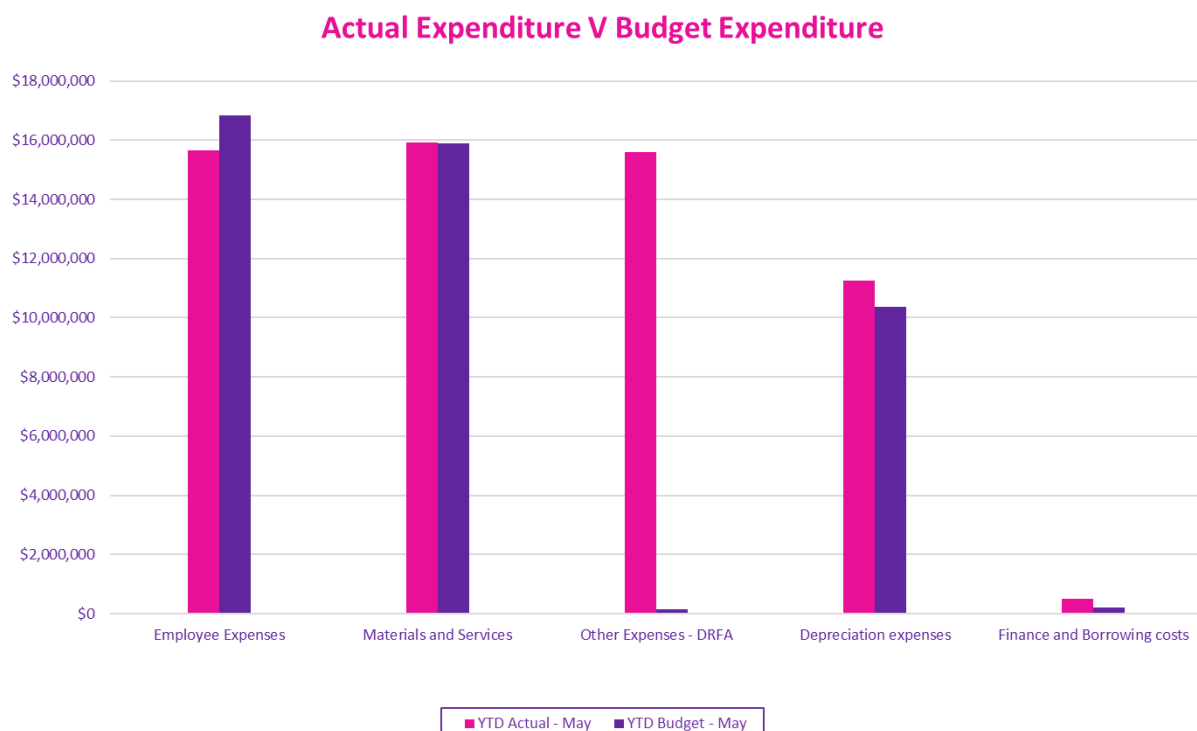
Notes:

1. The Rate Notices for the period ending 30 June 2024 were issued on 5 February 2024 with the discount (due) date being 8 March 2024. The variance for Net Rates relates to a higher number of ratepayers paying before the discount due date then what was originally budgeted. The favourable variance for Utility Charges mainly relates to higher water consumption compared to budget.

2. Contributing to the variance are the environmental health food licences issued in April and animal registrations issued in May. This revenue belongs to the next financial year and will be adjusted accordingly prior to the end of this financial year.
3. Funding for Disaster Recovery Funding Arrangements (DRFA) restoration works which is not budgeted for. An expenditure offset will occur against this revenue. The majority of this funding is for restoration relating to the 2022 and 2023 events.
4. Favourable variance above budget due to higher interest rates than original budgeted. This interest is yet to be allocated between constrained reserves (developer contributions), waste, water and wastewater funds.
5. Favourable result due to third party works not budgeted for as well as RMPC income received. RMPC income budget is allocated equally over 12-month period, however actual income (reported) is not following the same trend, however is reflected in the reported YTD expenditure below. These results will equalise with the budget by 30 June.
6. During the month of May, four (4) more lots were sold at the Mareeba Industrial Estate bringing the total to seven (7) so far this financial year, with gross sales totalling \$1.02M. These proceeds will be transferred into the MIP reserve to fund future MIP development.
7. Some of the capital grants received year to date 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 31 May 2024 is \$58,934,292 compared to the YTD budget of \$43,440,364. The graph below shows actual expenditure against budget for the period ending 31 May 2024.



	Actual YTD	Budget YTD	Note
Employee expenses	15,654,487	16,840,693	1
Materials & Services	15,917,009	15,882,728	2
Other Expenses - DRFA	15,604,156	144,075	3
Depreciation expenses	11,261,250	10,372,510	
Finance & Borrowing costs	497,390	200,358	4

Notes:

1. There are no significant issues or concerns to report. The reason for the variance in employee expenses is a timing issue between the fortnightly pay processing and the report preparation, staff absences, vacancies, and staff working on capital projects.
2. Variances are the result of minor timing discrepancies between budget and actual spend.
3. This 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 income.
4. The variance is in relation to the write-off of the book value for various sundry items such as floating plant, signs, obsolete stock items etc, plus items sold at public auction in December 2023. Also included in the variance are the valueless land properties that are in the process of being acquired (as per October 2023 Council Report). A total of three (3) valueless land properties are being acquired and recognised as Council assets and the associated rates and charges had been written off during the month of May.

Vandalism Expenses

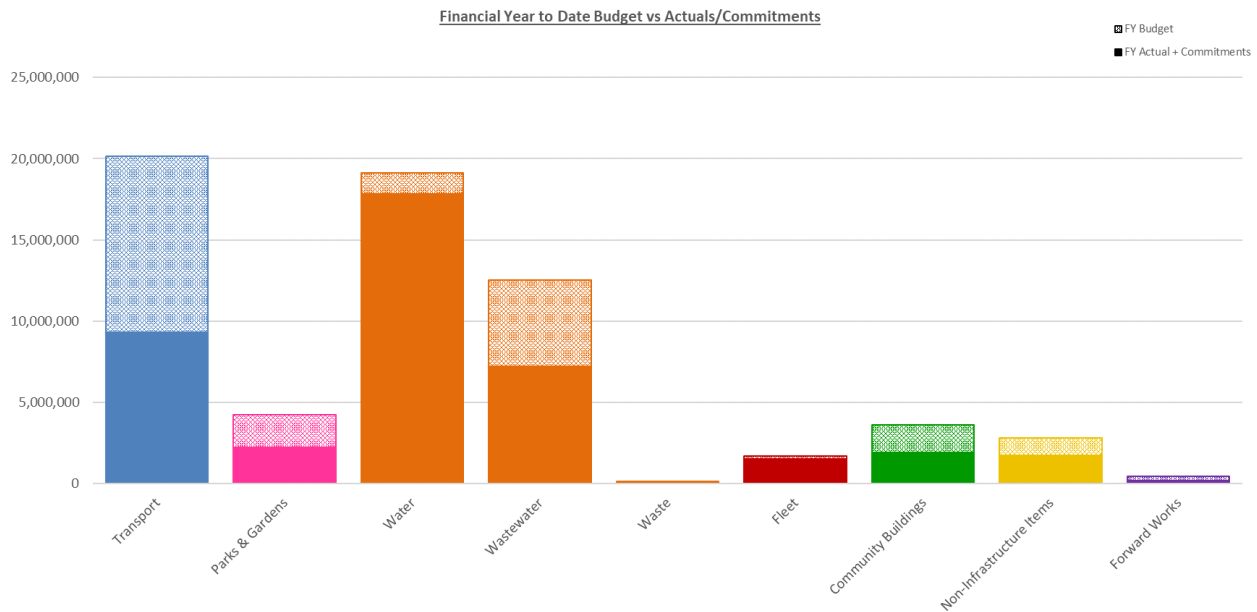
So far this year, a total of \$24,406 has been spent on repairs and maintenance due to vandalism. These costs include employee expenses and materials and services.

Capital Expenditure

Total capital expenditure of \$42,018,460 (including commitments) has been spent for the period ending 31 May 2024 against the 2023/24 adjusted annual capital budget of \$64,735,072.

There are a number of multi-year projects with budgets allocated in 2024/25 for construction in future years. The unallocated commitments reflected in the graph below will be expended in 2025/26. Some examples projects include:

- Ootann Road
- Atherton Street Pump Station
- Constance/Herberton Street Roundabout
- Rankin/Walsh Street Roundabout



Any capital projects not completed by 30 June, will be carried forward into 2024/25. A report will be presented to Council in August.

Loan Borrowings

Council's loan balance is \$6,595,987 as at 31 May 2024.

Rates and Charges

The total rates and charges payable as at 31 May 2024 are \$2,156,144 which is broken down as follows:

Status	31 May 2024		31 May 2023	
	No. of properties	Amount	No. of properties	Amount
Valueless land	-	-	4	76,985
Payment Arrangement	203	136,749	193	135,198
Collection House	372	1,290,471	322	1,273,937
Exhausted – awaiting sale of land	6	57,747	7	50,733
Sale of Land	7	69,415	61	1,021,478
Other (includes supplementary rates notices)*	218	601,762	175	29,320
TOTAL	806	2,156,144	762	2,587,651

*Included in this total are the 12 mining leases that are under voluntary administration, total rates and charges for the mining leases outstanding as at 31 May 2024 are approximately \$563,186.

The Rate Notices for the period ending 30 June 2024 were issued on 5 February 2024 totalling \$21,875,586, with discount due date being 8 March 2024.

During the month of May, Collection House received payments of \$305,275 from active accounts.

Council Officers have commenced the process to acquire the identified valueless land properties as per the October 2023 Council Report, the associated rates and charges have already been written off during the month of May with the final stages of acquisition reaching completion early in the next financial year.

Sundry Debtors

The total outstanding for Sundry Debtors as at 31 May 2024 is \$818,020 which is made up of the following:

Current	30 days	60 days	90 + days
\$804,891	\$5,265	\$ -	\$7,864
98%	1%	0%	1%

Procurement

There were no emergency purchase orders for the month of May 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

I

Budgeted Income Statement by Fund 2023/24 Budget

Consolidated			
	Actual YTD	Budget YTD	2023/24 Budget
Revenue			
Rates and utility charges	41,173,555	40,677,069	40,677,068
Less Discounts and Pensioner Remissions	(2,229,911)	(2,084,880)	(2,084,880)
Net Rates and Utility Charges	38,943,644	38,592,189	38,592,188
Fees and Charges	2,126,591	1,811,921	2,128,351
Operating Grants and Subsidies	891,116	588,813	8,233,196
Operating Grants and Subsidies - DRFA	18,223,911	-	-
Operating Contributions	279,916	47,667	52,000
Interest Revenue	3,170,041	721,417	787,000
Works for Third Parties	2,230,086	1,472,924	1,606,826
Other Revenue	2,407,723	1,083,290	1,199,625
Total Operating Revenue	68,273,028	44,318,221	52,599,186
Expenditure			
Employee Expenses	15,654,487	16,840,693	18,378,398
Materials and Services	15,917,009	15,882,728	17,460,588
Other Expenses - DRFA	15,604,156	144,075	157,280
Depreciation expense	11,261,250	10,372,510	11,315,475
Finance and Borrowing costs	497,390	200,358	249,000
Total Operating Expenses	58,934,292	43,440,364	47,560,741
Operating Surplus/(Deficit)	9,338,736	877,857	5,038,445
Capital Income			
Capital Contributions	724,218	-	-
Capital Grants and Subsidies	4,974,473	-	6,575,000
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	(1,088,686)	165,000	180,000
Total Capital Income	4,610,005	165,000	6,755,000
Net Result	13,948,741	1,042,857	11,793,445

Budgeted Income Statement by Fund 2023/24 Budget

General			
	Actual YTD	Budget YTD	2023/24 Budget
Revenue			
Rates and utility charges	21,895,352	21,858,221	21,858,221
Less Discounts and Pensioner Remissions	(2,229,911)	(2,084,880)	(2,084,880)
Net Rates and Utility Charges	19,665,441	19,773,341	19,773,341
Fees and Charges	1,413,396	1,196,260	1,283,965
Operating Grants and Subsidies	873,550	588,813	8,233,196
Operating Grants and Subsidies - DRFA	18,223,911	-	-
Operating Contributions	-	-	-
Interest Revenue	1,778,848	429,000	468,000
Works for Third Parties	2,175,034	1,472,924	1,606,826
Other Revenue	2,200,100	887,123	985,625
Total Operating Revenue	46,330,280	24,347,461	32,350,953
Expenditure			
Employee Expenses	13,806,447	14,994,335	16,362,634
Materials and Services	6,975,649	6,457,337	7,214,898
Other Expenses - DRFA	15,604,156	144,075	157,280
Depreciation expense	8,045,542	7,336,620	8,003,597
Finance and Borrowing costs	417,060	120,747	142,852
Total Operating Expenses	44,848,854	29,053,114	31,881,261
Operating Surplus/(Deficit)	1,481,426	(4,705,653)	469,692
Capital Income			
Capital Contributions	723,854	-	-
Capital Grants and Subsidies	2,928,528	-	4,314,000
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	(244,045)	165,000	180,000
Total Capital Income	3,408,337	165,000	4,494,000
Net Result	4,889,763	(4,540,653)	4,963,692

Budgeted Income Statement by Fund 2023/24 Budget

Waste			
	Actual YTD	Budget YTD	2023/24 Budget
Revenue			
Rates and utility charges	4,606,665	4,560,330	4,560,330
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	4,606,665	4,560,330	4,560,330
Fees and Charges	552,677	510,244	729,386
Operating Grants and Subsidies	-	-	-
Operating Contributions	53,604	47,667	52,000
Interest Revenue	208,764	38,500	42,000
Works for Third Parties	24,546	-	-
Other Revenue	167,900	173,250	189,000
Total Operating Revenue	5,614,156	5,329,991	5,572,716
Expenditure			
Employee Expenses	219,198	203,584	222,091
Materials and Services	4,334,311	4,690,882	5,116,750
Depreciation expense	206,284	165,132	180,144
Finance and Borrowing costs	-	-	-
Total Operating Expenses	4,759,793	5,059,598	5,518,985
Operating Surplus/(Deficit)	854,363	270,393	53,731
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	-	-	-
Net Result	854,363	270,393	53,731

Budgeted Income Statement by Fund 2023/24 Budget

Wastewater			
	Actual YTD	Budget YTD	2023/24 Budget
Revenue			
Rates and utility charges	6,125,812	6,070,475	6,070,475
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	6,125,812	6,070,475	6,070,475
Fees and Charges	66,242	55,000	60,000
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	579,738	187,917	205,000
Works for Third Parties	12,496	-	-
Other Revenue	-	-	-
Total Operating Revenue	6,784,288	6,313,392	6,335,475
Expenditure			
Employee Expenses	618,669	613,679	669,805
Materials and Services	1,652,036	1,648,868	1,773,161
Depreciation expense	1,584,676	1,511,724	1,649,153
Finance and Borrowing costs	80,330	79,611	106,148
Total Operating Expenses	3,935,711	3,853,882	4,198,267
Operating Surplus/(Deficit)	2,848,577	2,459,510	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	3,631,273	2,459,510	4,398,208

Budgeted Income Statement by Fund 2023/24 Budget

Water			
	Actual YTD	Budget YTD	2023/24 Budget
Revenue			
Rates and utility charges	8,420,096	8,063,858	8,063,857
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	8,420,096	8,063,858	8,063,857
Fees and Charges	94,276	50,417	55,000
Operating Grants and Subsidies	17,567	-	-
Operating Contributions	-	-	-
Interest Revenue	551,318	66,000	72,000
Works for Third Parties	18,010	-	-
Other Revenue	39,724	22,917	25,000
Total Operating Revenue	9,140,991	8,203,192	8,215,857
Expenditure			
Employee Expenses	1,010,173	1,029,095	1,123,868
Materials and Services	2,866,105	3,038,765	3,308,279
Depreciation expense	1,366,222	1,305,913	1,424,631
Finance and Borrowing costs	-	-	-
Total Operating Expenses	5,242,500	5,373,773	5,856,778
Operating Surplus/(Deficit)	3,898,491	2,829,419	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	4,317,463	2,829,419	2,359,079

Budgeted Income Statement by Fund 2023/24 Budget

Benefited Area			
	Actual YTD	Budget YTD	2023/24 Budget
Revenue			
Rates and utility charges	125,630	124,185	124,185
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	125,630	124,185	124,185
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	226,312	-	-
Interest Revenue	51,373	-	-
Works for Third Parties	-	-	-
Other Revenue	-	-	-
Total Operating Revenue	403,315	124,185	124,185
Expenditure			
Employee Expenses	-	-	-
Materials and Services	88,908	46,875	47,500
Depreciation expense	58,526	53,121	57,950
Finance and Borrowing costs	-	-	-
Total Operating Expenses	147,434	99,996	105,450
Operating Surplus/(Deficit)	255,881	24,189	18,735
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	-	-	-
Net Result	255,881	24,189	18,735

8.15 2024/2025 GENERAL AND FINANCE FEES AND CHARGES

Date Prepared: 6 June 2024

Author: Manager Finance

Attachments: 1. General and Finance Fees 2024/25 [↓](#)

EXECUTIVE SUMMARY

This report details the proposed General and Finance Fees and Charges for 2024/25.

RECOMMENDATION

That Council adopts the General and Finance Fees and Charges for 2024/25.

BACKGROUND

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.

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. The fees and charges have been recommended on either full cost recovery or discounted community service obligation by direction of Council.

RISK IMPLICATIONS**Legal and Compliance**

Local Government Act 2009.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Council must be able to demonstrate that the cost recovery fees are no more than the cost of providing the service. Council is able to set a fee that is lower than the calculated cost where it is deemed appropriate.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

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

IMPLEMENTATION/COMMUNICATION

The fees and charges detailed in this report will be included in the Register of Cost-Recovery Fees and Charges and will be published on Council's Website.

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.

General and Finance

General

Dishonoured Cheque Fee	N/A	cheque	\$57.00	
Rates Refund Processing Fee	(c)	application	\$55.00	
Rates Search Fee	(c)	property	\$85.00	LGR 2012 s104
Water Meter Reading fee	(c)	search	\$69.00	LGR 2012 s101

Right to Information

Application Fee	N/A	application	Fee as per Regulation	RTIR 2009 s3A RTIR 2009 s4 AI (Fee Unit) R 2022 s2
Access Charge (B&W A4 photocopies of documents)	N/A	page	Fee as per regulation	RTIR 2009 s3A RTIR 2009 s6 AI (Fee Unit) R 2022 s2
Processing Charge (Searching, retrieving and decision making)	(c)	per 15mins (or part thereof)	Fee as per regulation	RTIR 2009 s3A RTIR 2009 s5 AI (Fee Unit) R 2022 s2

9 INFRASTRUCTURE SERVICES

9.1 INFRASTRUCTURE SERVICES, CAPITAL WORKS MONTHLY REPORT - MAY 2024

Date Prepared: 15 May 2024

Author: Manager Assets and Projects

Attachments:

1. Capital Works Highlights - May 2024 [↓](#)
2. Capital Works Summary - May 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 May 2024.

RECOMMENDATION

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

Infrastructure Services Capital Works Report Project Highlights – May 2024



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

Waterway damaged in Ex-Jasper Flooding and will be reinstated with disaster relief funding.

Mason Street Playground

Toilet construction is complete and will be kept locked with construction fencing until the remaining playground works are complete. Refer Photo

Pump track construction is complete but will remain a construction site until the playground construction is complete and fresh turf has been established. Refer Photo.

Footpath renewal Connecting Mason St to Flat Footbridge Footpath Renewal is complete. Additional footpaths within the new playground footprint in construction.

Shelters, picnic settings and bench seat installation has commenced.

**Infrastructure Services Capital Works Report
Project Highlights – May 2024**



Bicentennial Lakes Mason Street Pump Track Construction



Bicentennial Lakes Mason Street Playground Construction – Flying Fox

Infrastructure Services Capital Works Report Project Highlights – May 2024



Bicentennial Lakes Mason Street Playground Construction – Hill Slides

Infrastructure Services Capital Works Report Project Highlights – May 2024



Bicentennial Lakes Mason Street Playground Construction – Swing



Bicentennial Lakes Mason Street New Public Toilet, footpaths and picnic shelter pad construction

Infrastructure Services Capital Works Report Project Highlights – May 2024



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

Works have progressed well with the contractor constructing the new filter cell modules and installing critical pipe work and earth works backfilling around the filtration cells. Electrical installation works are also underway with the contractor making good progress to date.



Concrete construction of new filter cell modules and installation of new pipe work and earth works to back fill around the filtration modules.

Infrastructure Services Capital Works Report Project Highlights – May 2024



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 pipeworks; and
- Commissioning of the Booster Pump Station for Council operation.

Progress Update

Works commenced and have progressed well with the contractor undertaking numerous site works.

- Electrical Works:
 - Electrical cables for main cable run from treatment plant building to booster pump station delivered to site.
 - Main electrical cabling installation into conduiting commenced.
- Water main pipework
 - DN450 cut in completed as night works.
 - In line thrust block on cut in section completed.
 - In line thrust block on 508OD MSCL pipe section completed.
 - DN150 stormwater redirected to avoid clash with thrust block.

**Infrastructure Services Capital Works Report
Project Highlights – May 2024**



Site construction works and concrete plinth for booster pumps to be mounted onto.

Infrastructure Services Capital Works Report Project Highlights – May 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-100 year 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-100 year 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 this project is to construct a new Booster Pump Station (BPS) at the Mareeba WTP which includes:

- Modifications to the existing roof opening, hatch replacement, provision of handrails and stairway.
- Demolition works above ground and in the pump well (confined space entry).
- Maintaining RAW water supply for the duration of the works.
- Switchboard manufacture and underground cabling works (electrical and SCADA).
- Staged pump replacement in a confined space dry well (2 No. pumps).
- Pipework modifications, new fittings, and custom S.S. pipework fabrication within a confined
- Staged pump commissioning and overall project commissioning.

Progress Update

Works are progressing well.

Infrastructure Services Capital Works Report Project Highlights – May 2024



Civil Stripping out the old pumps and pipe work to make way for new infrastructure.

Infrastructure Services Capital Works Report Project Highlights – May 2024



Project Name: Springmount Road Culvert and Curve Widening (Ch 11.35 – 12.7)

Program: Rural Roads

Background

Springmount Road is classed as a Local Road of Regional Significance (LRRS) under the Roads and Transport Alliance and a critical transport route, servicing the regional sugar mill and landfill facilities as well as quarrying and agricultural properties.

In 2020, Council received a request through the Traffic Advisory Committee from a representative from the heavy transport industry to widen several curves on Springmount Road to provide adequate lane widths to cater for heavy vehicles.

The project is jointly funded (50%/50%) by the Queensland Government under the Transport Infrastructure Development Scheme (TIDS) and by Council.

Scope of Works

The scope of works includes the widening and bitumen sealing of three narrow sections of pavement and extension of five (5) culverts between Chainage 11.35 and Chainage 12.70.

Progress Update

During May all culvert and drainage works were completed, and earthworks commenced for the pavement widening. A tentative bitumen seal date of 24 June 2024 has been made with the sealing contractor and indications are that the project will be ready for sealing prior to this date.



Bidum and rock unsuitable subgrade treatment



Culvert B completed



Culvert C1-C2 completed



Commencement of earthworks

Infrastructure Services Capital Works Report Project Highlights – May 2024



Project Name: Springmount Road – Rehabilitate and Widen Collins Weir Intersection and Channel Crossing (Ch 6.7 – 7.55)

Program: Rural Roads

Background

The 2023/24 Capital Works Program includes matching funding (50%/50%) for a Transport Infrastructure Development Scheme (TIDS) project at Springmount Road.

Scope of Works

The scope of works includes the relocation of fibre optic cable and a power pole, rehabilitation and widening of the Collins Weir/Springmount Road intersection, the widening to two (2) traffic lanes of the channel crossing and the widening of the existing bitumen seal towards Middle Creek Road.

Progress Update

Earlier in the year contractors relocated a fibre optic cable and a power pole. During May the work site was cleared of vegetation that will impact the construction process, the intersection was set out and select fill material for the works was won from cuttings along Collins Weir Road.



Clearing and grubbing on Springmount Road



Intersection setout

Infrastructure Services Capital Works Report

Project Highlights – May 2024



Project Name: 2022/23 Reseal and Asphalt Program

Program: Rural and Urban Roads

Background

At the Mareeba Shire Council August 2023 Ordinary Council Meeting it was resolved to award the bitumen reseal component of the 2023/24 Reseal and Asphalt Program to FGF Bitumen under a FNQROC regional arrangement.

Progress Update

Roads scheduled for re-seal in the 2023/24 Reseal Program were prepared for re-sealing works during March and April and FGF Bitumen completed the re-sealing in early June. The follow sections of roads had been re-sealed.

Road Name	Locality	"00" Reference	Extents				
			Start Chainage	End Chainage	Length (m)	Width (m)	Area (m ²)
Hastings Drive	Mareeba	Anzac Avenue (North End)	150	550	400	7.2	2,880
Michelina Close	Mareeba	Antonio Drive	14	151	137	6.5	891
Barron Close	Mareeba	Hastings Drive	0	70	70	7.2	504
Barron Close	Mareeba	Hastings Drive	70	92	22	19.0	418
Hampe Street	Mareeba	Vaughan Street	0	30	30	13.7	411
Hampe Street	Mareeba	Vaughan Street	30	158	128	4.5	576
Moody Street	Mareeba	Vaughan Street	15	40	25	17.5	438
Moody Street	Mareeba	Vaughan Street	40	75	35	10.5	368
Moody Street	Mareeba	Vaughan Street	75	515	440	6.5	2,860
Kennedy Street	Dimbulah	Mareeba - Dimbulah Road	17	46	29	8.5	247
Kennedy Street	Dimbulah	Ch 510 Kennedy Street	0	12	12	10.2	122
Kennedy Street	Dimbulah	Ch 510 Kennedy Street	12	105	93	5.4	502
Kennedy Street	Dimbulah	Argyle Street	0	14	14	18.8	263
Kennedy Street	Dimbulah	Argyle Street	220	305	85	5.5	468
Kennedy Street	Dimbulah	Argyle Street	305	470	165	6.5	1,073
Kennedy Street	Dimbulah	Argyle Street	470	500	30	7.2	216
Kennedy Street	Dimbulah	Argyle Street	622	830	208	3.5	728
Collins Street	Dimbulah	Argyle Street	0	20	20	4.5	90
Argyle Street	Dimbulah	Raleigh Street	104	240	136	4.5	612
Cattarossi Street	Dimbulah	Argyle Street	0	15	15	12.0	180
Hambling Street	Dimbulah	Kennedy Street	0	20	20	12.0	240
McLeans Bridge Road	Julatten	Euluma Creek Road	20	50	30	8.0	240
McLeans Bridge Road	Julatten	Euluma Creek Road	50	90	40	7.0	280
McLeans Bridge Road	Julatten	Euluma Creek Road	180	280	100	7.0	700
McLeans Bridge Road	Julatten	Euluma Creek Road	400	445	45	6.5	293
McLeans Bridge Road	Julatten	Euluma Creek Road	445	632	187	6.2	1,159
McLeans Bridge Road	Julatten	Euluma Creek Road	632	1,235	603	7.0	4,221
McLeans Bridge Road	Julatten	Euluma Creek Road	1,235	1,664	429	7.6	3,260
McLeans Bridge Road	Julatten	Euluma Creek Road	1,664	2,161	497	6.5	3,231
McLeans Bridge Road	Julatten	Euluma Creek Road	2,161	2,184	23	6.5	150
Euluma Creek Road	Julatten	Mossman-Mt Molloy Road	4,860	5,510	650	7.0	4,550
Euluma Creek Road	Julatten	Mossman-Mt Molloy Road	6,440	6,890	450	6.5	2,925
Euluma Creek Road	Julatten	Mossman-Mt Molloy Road	6,980	7,080	100	6.5	650
Euluma Creek Road	Julatten	Mossman-Mt Molloy Road	8,270	8,360	90	7.0	630
Euluma Creek Road	Julatten	Mossman-Mt Molloy Road	8,770	8,990	220	7.5	1,650
Euluma Creek Road	Julatten	Mossman-Mt Molloy Road	10,500	11,330	830	7.5	6,225

44,251

**Infrastructure Services Capital Works Report
Project Highlights – May 2024**



Barron Close



Hastings Drive



Euluma Creek Road



McLeans Bridge Road

Infrastructure Services Capital Works Summary Report - May 2024



Project Code	Project Description	Project Stage	Project Comment
Program: 01 Rural and Urban Roads Reseal Program (Renewal)			
CP0001020	23/24 Reseal & Asphalt Program	Construction	Dimbulah & Mareeba reseals have been completed. Contractor resealing Euluma Creek Road 04/06/2024 (weather permitting) & this will complete the 23/24 reseal program. Line marking to follow
CP00835	BETTERMENT Co-Contribution	Construction	Contract underway, delivery completion prior to Dec 2024.
Program: 02 Gravel Resheet			
CP0001022	23/24 Gravel Resheet Program	Construction	Resheeting of sandy sections on Springfield Road will commence mid-June.
Program: 03 Urban Streets			
CP0001023	Recovery Way (WTS) Rehab Ch 0.176-0.272	Not Commenced	Quotations to be invited in June 2024.
CP0001024	Myola Rd Ch 0.2-3.06	Construction	PNQ intend to commence work 17/06/2024, weather permitting.
CP00791	Hastie/Constance Upgrade (School)	Completed	Works complete. Ergon have energized the street lights.
CP00795	TIDS 23-27 Herberton/Constance Inter	Design	Civil design completed, electrical design under review by Ergon.
CP00797	TIDS 22/23 24/25 Rankin/Walsh St R'bout	Design	Detailed Design currently underway with preliminary designs anticipated to be received in July.
CP00943	Design Only McIver Rd Ch. 0.00-7.20	Design	Stormwater design underway, civil design to commence once stormwater design has been accepted.
Program: 04 Rural Roads			
CP0000948	TIDS 23/24 Springmount Rd Ch 11.35-12.7	Construction	Culvert works completed. Pavement widening has commenced & a seal date of 24-25/06/2024 has been booked with the contractor.
CP0000949	TIDS 23-25 Springmount Rd Ch 6.7-7.55	Construction	Clearing & grubbing has commenced along with intersection setout & culvert extensions.
CP00801	TIDS Ootann Rd Section 1&2 Widen & Seal	Procurement	Crew will establish at Ootann Road July 2024 & complete culvert & drainage works on the two sections before returning as soon as practicable after the 2025 wet season to undertake pavement widening & sealing works.
Program: 05 Bridges			
CP00711	Granite Ck Mba Replace Footbridge Deck	Construction	Crew will be returning to complete the deck replacement mid-June after Springmount Road culvert & concrete works are finished.
CP00712	Palm Cl Mba Replace Footbridge Boards	Construction	Footbridge repairs will commence once Granite Creek pedestrian bridge works have been completed in June.
CP00713	Bicentennial Lakes F/bridge Safety Upgr	Procurement	Handrails will be installed July 2024.
CP00839	Bullaburrah Ck Rd C'way Relieving Slab	Not Commenced	Not commenced.
CP00840	Clohesy River Barron St Inspect & Design	Planning	Survey continue to monitor for potential subsidence, with review inspection undertaken after each wet season.
CP00841	Bolton Rd Inspect/Design/Repl Girders	Planning	Draft Report received, review underway.
CP00842	Barron Riv. Bridge Oakforest Rd Insp/Des	Design	GHD to prepare superstructure designs, all outstanding survey data provided May 2024. Awaiting delivery date advice from Consultant.
CP00843	Barron River Cwy Henry H Dr Repl Slabs	Not Commenced	Not commenced.
Program: 06 Drainage			

Infrastructure Services Capital Works Summary Report - May 2024



Project Code	Project Description	Project Stage	Project Comment
CP0001021	23/24 Minor Culvert & C/ways Program	Construction	Installation of a RCP will commence second week of June at Springmount Road.
CP00844	MBA Amaroo Drainage Upgrades	Design	Design to be finalised July 2024.
CP00938	Tilse Street Upgrade Drainage	Completed	Practical completion reached, finances should be closed out by end of June 2024.
Program: 07 Traffic Facilities			
CP0000947	Mareeba Aerodrome Safety & Repairs	Construction	Awaiting fire fighting system upgrade quotation from Contractor, advised will receive prior to end of June 2024. Line marking and Lighting amendments to be tendered end of June 2024.
CP0000951	Anzac Ave LATM Upgrades	Procurement	Speed activated LED sign RFQ submission received. Evaluation underway.
CP0001025	Design Only Byrnes St Accessibility	Planning	Draft CBD Stormwater Masterplan (Phase 2) received.
Program: 08 Parking			
CP00715	Borzi Park Mba Carparking Masterplan	On Hold	On hold pending sporting clubs' grant applications.
CP00846	MBA Heritage Centre Carpark Extension	Design	Layout Plan and Quantities completed.
Program: 09 Footpaths			
CP0001026	23/24 Footpath Renewal Program	Construction	Bicentennial Lakes 80m section of old paver footpath replaced with 2m wide concrete.
CP0001027	23/24 Footpath Upgrade Program	Planning	Propose to undertake works in conjunction with Lighter, Quicker, Cheaper Program.
Program: 10 Parks and Gardens			
CP0001028	Mary Andrews Park Repaint Play Equip	Construction	Big Splash will install the panels early June when the playground installation at Bicentennial Lakes is complete.
CP0001029	Kda Com Precinct Parks Upgrade	Planning	Planning to progress in 2024.
CP0001030	Mba-Dim Rd/Mulligan Hwy Intersection	Planning	LRCIP funding confirmed, planning underway.
CP0001031	Byrnes St Median Hedges (Lloyd-Granite)	Planning	LRCIP funding confirmed, planning underway.
CP00805	Chillagoe Parks Improvement	Construction	Ordered material for Hall playground equipment.
CP00806	DIM Parks Refresh	Construction	Sand for swing set delivered mid June.
CP00807	KDA Centenary Park Playground Upgrade	Construction	Repurposed Hans Pehl signage structures have been installed. Awaiting outcome of Grant application for footpath improvements.
CP00809	MBA Bicentennial Lakes (Southern) D&C	Construction	Playground equipment installation 90% complete. Concrete footpaths & shelter installation has commenced. Landscaping and irrigation installation has commenced. Project nearing completion.
CP00817	MBA Byrnes St Medians	Planning	LRCIP funding confirmed, planning underway.
CP00853	MBA Byrnes St Traffic Islands (BP)	Planning	LRCIP funding confirmed, planning underway.
CP00855	MBA Connection Rd/Byrnes St Intersection	Planning	LRCIP funding confirmed, planning underway.
CP00860	KDA Anzac Park Landscaping	Construction	Fountain demolished and rocks rearranged as a feature. Tree lopping works completed.
CP00861	KDA Coondoo Street Refurb	Planning	On hold pending grant application outcome.
CP00862	KDA CBD Planter Boxes & Gardens	planning	On hold pending grant application outcome.
CP00865	IRV Bill Newburn Park Refresh	Procurement	The swing set to be installed by the contractor BigSplash once they have completed the Bicentennial Lakes playground project.

Infrastructure Services Capital Works Summary Report - May 2024



Project Code	Project Description	Project Stage	Project Comment
CP00939	Roscommon Park -Renew Exercise Equipment	Construction	Contractor has submitted his sail layout and footing design to his Engineer for structural approval; issuing of a RPEQ Form 15.
Program: 11 Water			
CP0001036	23/24 AC Water Main Replace Program	Construction	QRail have provided an approved Wayleave Application and under bore works of their rail asset near Perkins St will be done mid to late June which will then see the completion of the project.
CP0001037	23/24 Water Telemetry/SCADA Upgrades	Construction	Work is underway and due for completion by end of June.
CP0001038	23/24 Retic Valve/Hyd Replace Program	Construction	Wet weather has delayed the completion of works however now the weather has improved we should be able to complete works by 30 June.
CP0001039	23/24 Retic Smart Meter Replace Program	Construction	Works on installation of new meters underway and this work will progress for some time.
CP00730	Mba WTP Study for Upgrade of WW System	Construction	Works are unlikely to be completed by 30 June as we need two key projects at the Mareeba WTP to be commissioned before we can finalise. Anticipated completion is September.
CP00733	BOR6 MWTP Filtration Upgrade	Construction	Project works have progressed well on site with contractor achieving a number of critical program milestones. Project will be completed late September or October as scheduled.
CP00824	MBA Clear Water Booster Pump Station	Construction	Project has advanced slightly now that the inclement weather isn't having such an impact of progress.
CP00874	MBA WTP Raw Water Pumps & Electrics	Construction	Replacement of the aged non-working two valves that were installed in the late 1950's early 60's is now complete. Project works should now be running according to works program schedule.
CP00876	BOR6 22/23 Water Forward Design Program	Design	Qld State Govt agreed to use funds for the design of a 10ML water reservoir, design to be completed by 30 June.
CP00878	MBA Decommission Basalt St Elevated Tank	Construction	This work will be done in conjunction with the commissioning of the booster pump station.
CP00879	MBA Decommission Granite Ck Pump Station	Planning	Project cannot commence until the new water booster station project has been commissioned.
CP00882	WTP Minor Infrastructure Replacements	Completed	Equipment arrived and has been installed and project can be closed out if commitments are cleared.
Program: 12 Wastewater			
CP0001040	Mba WWTP Purchase Forklift	Procurement	Forklift has been ordered and staff have started their forklift driver training.
CP0001041	Mba WWTP Inlet Works Replacements	Construction	New inlet screens have been installed and commissioned and working well. There is some minor works yet to be completed and once these are done the project will be closed out.
CP0001042	Kda WWTP Inlet Works Replacements	Completed	New inlet screen installed and commissioned and working well. If commitments are cleared the project can be closed out.
CP0001043	Atherton St Pump Station Refurb	Not Commenced	Project subject to grant funding.

Infrastructure Services Capital Works Summary Report - May 2024



Project Code	Project Description	Project Stage	Project Comment
CP0001044	Robins St SPS Rising Main Upgrade	Construction	New sewer rising main installed and commissioned and redundant line grout filled. Some road reinstatement works yet to be done and minor pump station works are completed. Also waiting on contractor to provide updated costings so this project can be separated out from BiLakes Sewer Project.
CP0001046	23/24 WW Telemetry/SCADA Upgrades	Construction	Works well underway and due for completion by end of June.
CP0001047	23/24 WW CCTV & Relining Program	Construction	Scope of works under review through FNQROC.
CP0001049	23/24 WW Manhole Rehab/Replace Prog	Completed	Project works are completed and the project can be closed out.
CP0001050	Kennedy Hwy PS Control Board Upgrade	Construction	New switchboard construction completed and due to be installed on site once the inclement weather improves.
CP0001053	23/24 WWPS Refurbishment Program	Construction	Design drawings have been issued to respective contractors as an RFQ and works will proceed as soon as practical. It should be noted we're currently waiting on quotes from various contractors to undertake works identified in condition assessments. Once the quotes are received we can progress to getting the works done.
CP00886	MBA Bi-Lakes Sewer Main Capacity	Completed	Project has been completed and once final progress claims have been processed and project costs split between BiLakes and Robins St projects Bi-Lakes and Robins St project can be closed out.
CP00889	22/23 MBA Sewer CCTV & Relining	Construction	Sewer reticulation smoke detection and CCTV imaging works currently underway with an expected completion timeframe of end of June.
CP00894	Minor WW Pump Station Refurbishments	On Hold	Subject to grant funding.
Program: 13 Waste			
Program: 15 Fleet			
CP0001067	Fleet Replace #401 Mini Excavator	Procurement	Procurement stage.
CP0001068	Fleet Replace #619 Job Truck Tipper	Procurement	Final stage of fit out.
CP0001069	Fleet Replace #1206 Mitsu Pool Vehicle	Completed	New vehicle to be delivered 3 June 2024.
CP0001071	Fleet Replace #1231 Toyota WW	Procurement	Vehicle has been ordered expected delivery date July 2024.
CP0001072	Fleet Replace #1313 Nissan Dual Cab	Completed	Vehicle delivered 22 March 2024, vehicle in service.
CP0001073	Fleet Replace #1402 Mazda On call Veh	Completed	Vehicle delivered 25 March 2024, vehicle in service.
CP0001074	Fleet Replace #2055 Mitsu P&G	Procurement	Vehicle ordered, expected delivery July 2024.
CP00427	GPS Vehicle Management System	In Progress (for the non-infrastructure projects)	As new equipment comes on line, procurement will commence. Expected September 2024.
Program: 16 Depots and Council Offices			
CP0001064	Mba Depot Admin Building Refurb	Construction	Stage 1 works delayed due to vinyl flooring supply issues. Stage 2 works to commence 3 June 2024.
CP00759	Kowa St MSC Depot Emergency Generator	Planning	Investigations recommenced; delivery targeted prior to end of 2024.
CP00940	Kowa St MSC Depot New Fuel Bowser	Procurement	RFQ documentation being prepared, anticipate seeking market offers late July 2024. Delivery prior to end of year.

Infrastructure Services Capital Works Summary Report - May 2024



Project Code	Project Description	Project Stage	Project Comment
Program: 17 Community Buildings			
CP0000950	Cedric Davies Hub Disaster Resilience Up	Completed	Louvre window replacement completed.
CP0001059	Mba/Dim Aquatic Condition Assessment	Planning	RFQ development has begun, intent to release to market Late July 2024, with delivery of project prior to end of year.
CP0001062	23/24 Amenities Refurbishment Program	Construction	Epoxy Flooring deferred to align with Davies Park usage, will be completed by end June 2024.
CP0001063	Davies Park Lighting Upgrade	Design	Project on hold, awaiting Grant application.
CP00749	Aquatic Facility Upgrades & Splash Park	Construction	Preliminary switchboard design & Ergon approval process complete. Design plans RPEQ approved. Ergon Solar notified of upgrade works. UG cabling upgrade works due to commence in preparation for the new switchboard installation and change out.
CP00793	MBA Women's Restroom Refurb	Planning	Council to investigate alternative options for building. Will recommence investigations 1 July 2024.
CP00819	22/23 Shire Toilet Facility Repl Program	Construction	Arnold Park Toilet Repairs/Refurbishment following significant vandalism incident. Doors ordered awaiting on delivery and installation.
CP00905	KDA Community Prec. Toilet Refurb	Completed	Painting works completed.
CP00909	KDA Aquatic Cnt 25m Pool Aquaris Upgrade	Procurement	Delays due to contractor availability, confirmation now underway on alternative options for delivery.
CP00941	23/24 Park/Sporting LED Lights Arnold Pk	Design	Reviewing Electrical Engineering Report.
CP00942	22/23 DIM Town Hall A/C/Solar/Lighting	Construction	Split system air conditioners complete. Distribution board replacement complete.
Program: 18 Non-Infrastructure Items			
CP0000946	Mba Cemetery New Mausoleum Wall	Construction	Concrete structure complete. Finishes to be completed in June 2024.
CP0001058	WAT Cemetery Lawn Plaque on Beam	Procurement	P&OS coordinator meeting on site with J&B Contracting 05/06/2024.
CP0001085	Mba Cemetery Expansion Planning	Planning	Investigations into concept options identified, to commence July 2024.
CP00446	Kuranda New Cemetery	Construction	Toilet complete & lawn beam installed. General tidy up planned in preparation for burials to commence.
CP00932	MBA MIP Expansion	Design	Masterplan to be finalised by end of June 2024. Consultant for delivery of Detailed Design to be engaged by end of July 2024. Targeted Detail design delivery by end of October 2024.

9.2 TENDER AWARD - T-MSC2021-19 CHILLAGOE MAINTENANCE CONTRACT

Date Prepared: 16 May 2024
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the tenders received for delivering works associated with T-MSC2024-11 Chillagoe Maintenance - Various Facilities.

RECOMMENDATION

That Council awards Tender T-MSC2024-11 Chillagoe Maintenance to D & T Bird Contractors for the amount of \$157,335 (excl. GST) for a two (2) year contract, with option for one (1) year extension.

BACKGROUND

Tenders were invited for the provision of General Maintenance and Reporting Duties of specified Council Facilities in Chillagoe which include the Hub, Town Hall, Tennis Courts and 10 Acre Park Amenities, Aerodrome, Cemetery and Water Treatment Plant, with the various requirements of the contract being shared across numerous departments within Council.

The tenders required suitably qualified and experienced contractors to provide a service, based on a detailed work specification. The tender requested a fixed price for the term of the contract being a two-year period with the option for a one (1) year extension.

Council invited tenders through The Mareeba Express and 'VendorPanel' closing 11:00am Tuesday 26 March 2024, with one (1) submission being received.

Post tender closure, an internal review of services for the water treatment plant and rubbish collection/disposal was completed. This review has resulted in the removal of the 'Water Treatment Plant Reporting' and 'Collection and Disposal of Rubbish – Town Hall' elements from the Contract.

Additionally, clarifications were sought for other minor element of the contract, and as a result the tenderer amended their pricing as shown below:

Tenderer	Tendered Price (excl. GST) 2-year contract
D & T Bird Contractors	\$157,335

Based on the review of the submission provided and with consideration to the clarifications discussed post tender with the Tenderer, D & T Bird Contractors is recommended for the Contract T-MSC2024-11 Chillagoe Maintenance – Various Facilities.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Award of the contract will result in operational costs which will be provided for within future Budget Allocations.

Is the expenditure noted above included in the current budget?

The value of the contract will be managed within current budget allocations; future budgets will include sufficient allocations.

LINK TO CORPORATE PLAN

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

Community: An engaged community which supports and encourages effective partnerships to enhance the liveability of the shire and the wellbeing of residents in communities which are resilient and prepared for unforeseen events.

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

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

IMPLEMENTATION/COMMUNICATION

9.3 TECHNICAL SERVICES FEES AND CHARGES 2024/25

Date Prepared: 29 April 2024

Author: Manager Technical Services

Attachments:

1. Rural Address - Fees & Charges [↓](#)
2. Aerodromes - Fees & Charges [↓](#)
3. Gates & Grids - Fees & Charges [↓](#)

EXECUTIVE SUMMARY

This report details the proposed Technical Services Fees and Charges for 2024/25.

Rural Addresses, Aerodromes and Gates and Grids Charges are covered within this report.

RECOMMENDATION

That Council adopts the Technical Services, 2024/25 Fees and Charges schedules for Rural Addressing, Aerodromes and Gates and Grids.

BACKGROUND

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.

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. The fees and charges have been recommended on either full cost recovery, discounted community service obligation by direction of Council or based on a set percentage increase on the previous financial year.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Council must be able to demonstrate that the cost recovery fees are no more than the cost of providing the service. Council is able to set a fee that is lower than the calculated cost where it is deemed appropriate.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LINK TO CORPORATE PLAN

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

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

IMPLEMENTATION/COMMUNICATION

The cost recovery fees will be included in the schedule of cost recovery fees 2024/25 and will be published on Council's Website.

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.

Rural Addressing

New Rural Address	(a)	application	\$350.00	
Replacement Rural Address	(a)	application	\$290.00	
Replacement Number	N/A	each	\$4.75	
Replacement Number Sleeve	N/A	each	\$37.00	
Replacement Post	N/A	each	\$30.00	

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.

Aerodromes

Administration

Mareeba and Chillagoe

Airside Access Permit Application - Person	N/A	5 year permit	\$50.00	
Airside Access Permit Application - Vehicle	N/A	5 year permit	\$25.00	
Airside Access - Provision of Key	N/A	key	\$20.00	
Airside Access - Replacement Key	N/A	key	\$150.00	
Aerodrome Reporting Officer call-out Fee		call-out	\$250.00	

Landing Fees

Annual (Mareeba Only) - Flight Training Only

Annualised landing fees at Mareeba Airport for aircraft under 2,000kg	N/A	annum	\$2,250.00	
Annualised landing fees at Mareeba Airport for aircraft between 2,000kg and 5,700kg	N/A	annum	\$4,400.00	
Annualised landing fees at Mareeba Airport for aircraft between 5,700kg and 7,500kg	N/A	annum	\$6,500.00	

Per Landing (Mareeba and Chillagoe)

Repetitive operations charged at one landing per hour (where an aircraft makes more than one landing per hour)

Fixed Wing Aircraft and Helicopters (MTOW – maximum take-off weight less than 2,000kg)	N/A	tonne per landing	\$7.50	
Fixed Wing Aircraft (MTOW – maximum take-off weight 2,000kg to 5,700kg)	N/A	tonne per landing	\$13.00	
Helicopters (MTOW – maximum take-off weight 2,000kg to 5,700kg)	N/A	tonne per landing	\$11.00	
Fixed Wing Aircraft and Helicopters (MTOW – maximum take-off weight greater than 5,700kg)	N/A	tonne per landing	\$20.00	

Parking

Grassed Areas Parking

Mareeba Parking less than 5,700kg	N/A	day	\$3.25	
Mareeba Parking of aircraft 5,700kg and above	N/A	day or part thereof	\$35.00	

continued on next page ...

Page 2 of 3

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Grassed Areas Parking [continued]

Mareeba Parking – per year less than 5,700kg	N/A	year	\$500.00	
On application to be paid in advance for 12 month period direct to MSC				

Hardstand Parking

Mareeba Parking less than 5,700kg	N/A	day	\$4.50	
Mareeba Parking of aircraft 5,700kg and above	N/A	day or part thereof	\$40.00	
Mareeba Parking – per year less than 5,700kg	N/A	year	\$700.00	
On application to be paid in advance for 12 month period direct to MSC				

Repairs

Mareeba and Chillagoe

Repair of Damage to Airfield Infrastructure	N/A		TBA	
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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.

Gates and Grids

Application for approval	N/A	application	\$370.00	LL1 s8 LGA2009 s97(2)(a)
Application for renewal of approval	N/A	year	\$55.00	LL1 s14 LGA2009 s97(2)(a)
Renewal of approval (Minimum of 5)	N/A	property	\$265.00	LL1 s14 LGA2009 s97(2)(a)
Fee for re-inspection	N/A	inspection	\$210.00	LL1 s8 LGA2009 s97(2)(a)
Transfer of Gate/Grid (change of ownership)	N/A	application	\$55.00	LL1 s15 LGA2009 s97(2)(a)

9.4 T-MSC2024-05 REGISTER OF PREQUALIFIED SUPPLIERS - OCCASIONAL PLANT HIRE 2024/25**Date Prepared:** 23 April 2024**Author:** Manager Technical Services**Attachments:**
1. Contractor Details 2024-25 [↓](#)
2. Zone Map [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to recommend Council empanel contractors onto its Prequalified Suppliers register, for the Occasional Plant Hire T-MSC2024-05 for the 2024/25 financial year.

Council invited submissions from suitably qualified and experienced contractors for consideration of inclusion on the Pre-qualified Supplier Register for Occasional Plant Hire 2024/25. The submission period closed 11:00am Wednesday, 17 April 2024.

RECOMMENDATION

That Council empanels the contractors listed in the documentation attached to this report for the purpose of providing a Register of Pre-qualified Suppliers for Occasional Plant Hire during the 2024/25 financial year.

BACKGROUND

Council invited submissions from suitably qualified and experienced contractors for consideration of inclusion on the Register of Pre-qualified Suppliers for Occasional Plant Hire 2024/25, which closed at 11:00am Wednesday, 17 April 2024. Council received 118 compliant submissions.

Included with the report is a list of contractor names (Attachment 1) that are recommended to be empanelled, within various 'Zones' across the Council Area (Attachment 2), as suitable providers under the terms and conditions of the Register of Prequalified Suppliers documentation.

In accordance with Section 232 of the *Local Government Regulation 2012* titled "Exception for register of pre-qualified suppliers", Council may enter into an arrangement without first inviting tenders or quotations if it is entered with a supplier from a register of pre-qualified suppliers only where a register of pre-qualified suppliers has been determined by Council resolution.

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

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

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

Only those contractors who are listed in the panel of pre-qualified suppliers can be used for the purpose of providing occasional plant hire. This does not exclude other contractors from being engaged on a job-by-job basis should empanelled contractors are not available, provided they have been engaged under the conditions and provisions of Council's Procurement Policy.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Procurement Policy, Local Government Regulation 2012.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil

Operating

To ensure cost effective selection of contractors to undertake occasional work for Council.

LINK TO CORPORATE PLAN

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

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

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

IMPLEMENTATION/COMMUNICATION

The empanelled list of contractors will be notified in writing.

Register of Pre-Qualified Suppliers for the Supply of Occasional Plant Hire 2024-2025 T-MSC2024-05

Business Name	Contact Person	Postal Address	Town
1300 Meteor Rentals	Chris Connor	PO BOX 6041	TOWNSVILLE
A & B Civil Contracting	Adam Parnell	7 Anzac Avenue	MAREEBA QLD 4880
Accredited Location Services	Brent Pyers	58 Mallicoola Crescent	CAIRNS 4869
AC & KL Pedersen	Alan Pedersen	PO BOX 2	MT MOLLOY QLD 4871
Advanced Civil Earthworks	Ricky Donnelly	PO BOX 413	CLIFTON BEACH QLD 4879
ANS Contracting	Anthony Walker	PO BOX 134	MUTCHILBA QLD 4872
Arkey Haulage Pty Ltd	Steven Arkey	PO BOX 2331	MAREEBA QLD 4880
B & M Ag Services	Brady Stewart	PO BOX 1393	MAREEBA QLD 4880
Beanham's Earthmoving	Cristopher Beanham	122 Roberts Road	TRINITY BEACH QLD 4819
Atherton Location Services	Bronson Jue Sue	PO BOX 758	ATHERTON QLD 4883
BJS Plumbing & Civil Contracting	Bronson Jue Sue	PO BOX 758	ATHERTON QLD 4883
Bolwarra Enterprises Pty Ltd	Keoni Kidner	PO BOX 1336	ATHERTON QLD 4883
Bono's Excavations	Dennis Bonadio	PO BOX 1390	ATHERTON QLD 4883
Brabon Contracting		PMB 15 MS 702	INGHAM QLD 4850
Brooks Hire Service Pty Ltd	Sale East Team	30 Coulson Way	CANNINGVALE WA 6155
Bubu Excavations P/L	Raymond Baird (boydie)	PO BOX 767	MOSSMAN QLD 4873
Cheshire Contractors	Shannon Cheshire	PO BOX 142	BUNGALOW QLD 4870
Coates Hire Operations P/L	Bradley Smith	37-45 Mudgee Street	KINGSTON QLD 4114
Copine Contracting	Robbie Weedon	PO BOX 611	MAREEBA QLD 4880
CQB Services P/L	Maryjane Musumeci	PO BOX 1732	MAREEBA QLD 4880
D & D Backhoe Hire	Dale Peebles	PO BOX 1341	MAREEBA QLD 4880
D & J Fitzgerald	Dennis Fitzgerald	PO BOX 2011	MAREEBA QLD 4880
Davis Transport P/L	Geoff Davis	PO BOX 1393	MAREEBA QLD 4880
Dempsey Cranes & Construction	Daniel Wall	PO BOX 856	RAVENSHOE QLD 4888
Dixon Civil Excavations P/L	John Dixon	321 Koah Road	KOAH QLD 4881
DJ & DS McLean	Des McLean	PO BOX 701	GORDONVALE QLD 4865
Doug McCormack	Doug McCormack	PO BOX 179	MOSSMAN QLD 4873
Eclipse Hire	Sarah Brindhouse	PO BOX 798	EDMONTON QLD 4869
Edmonds Transport & Earthmoving	Anthony Edmonds	PO BOX 104	MT MOLLOY QLD 4871
EJ Grader Hire Services P/L	Eric Jonkers	38 Marsden Street	MT SHERIDAN QLD 4868
Elite Earthmoving Machinery Training Services Nth Qld Pty Ltd	Brett Portelli	PO Box 72	DIMBULAH QLD 4872
Ellis Profiling QLD P/L	Mathew Van Soest	PO BOX 123	NARANGBA QLD 4504
Erroll Fitzgerald	Erroll Fitzgerald	PO Box 109	RAVENSHOE QLD 4888
Far North Towing	Lenny Grasso	PO Box 589	MAREEBA QLD 4880
Far Northern Concrete Pumping	Rebecca Gray	PO BOX 416	MAREEBA QLD 4880
FDH Equip Pty Ltd	Rod Whipp	PO BOX 285	YORKEYS KNOB QLD 4878
fig Bitumen Pty Ltd	Warren Massingham	PO BOX 6665	CAIRNS QLD 4870
Flexihire Pty Ltd	Ben Hosking	PO BOX 29	BRISBANE MARKET QLD 4106
Flynn Civil Pty Ltd	Kristel Flynn	PO BOX 1152	TOLGA QLD 4880
FNQ Traffic Hire Pty Ltd	Tracey Walters	3/110 Scott Street	CAIRNS QLD 4870
G & M Civil Contracting	Greg Gilmore	PO BOX 248	COOKTOWN QLD 4895
GFM Trees Pty Ltd	John Madderom	PO BOX 487	BUNGALOW QLD 4870
Gordon Rasmussen	Gordon Rasmussen	PO BOX 222	MT MOLLOY QLD 4871
Gregg Construction Pty Ltd	Ken Gregg	PO BOX 186	MAREEBA QLD 4880
Harry's Backhoe Hire	John Harron	15636 Kennedy Highway	SILVER VALLEY QLD 4872
Hastings Deering (Australia) Limited	Russell Hockings	PO BOX 942	CAIRNS QLD 4870
Hayden Shorey Contracting Pty Ltd	Hayden Shorey	10 Termite Street	MOUNT GARNET QLD 4872
HEH Civil Pty Ltd	Luke Bird	PO BOX 407	BUNGALOW QLD 4870
HMBT P/L	Bruce Craven	PO BOX 132	MAREEBA QLD 4880
Ikin Civil	Dale Ikin	PO BOX 2191	MAREEBA QLD 4880
Indiji Enterprises Pty Ltd	Kelly Burke	58 Shannon Drive	BAYVIEW HEIGHTS QLD 4868
JFS Contracting Services	Jess Smith	30 Jim Weir Road	JULATTEN QLD 4871
J & R Grego Group	John Grego	PO BOX 15	FRESHWATER QLD 4870
JA Slashing	Joseph Agius	PO BOX 43	REDLYNCH QLD 4870
James Trimble Backhoe Hire	James Trimble	PO BOX 35	ATHERTON QLD 4883
JDI Earthworks & Machinery Hire	Debbie/Casey Jakobs	63-65 Reynolds Road	OAK BEACH QLD 4877
KBN Holdings	Vincent Bowyer/Wendy Koz	PMB 6	CAIRNS MC QLD 4892
Kelly's Crane Hire Pty Ltd	Alice Kelly	PO BOX 585	MOSSMAN QLD 4873
King Hire & Trailers	Jason King	160 Hillveiw Crescent	WHITFIELD QLD 4870
Koppen Construction Pty Ltd	Aimee Grant	Suit 4/10 Grafton Street	CAIRNS QLD 4870
Kuranda Backhoe Hire	Jeffrey Kapteyn	PO BOX 1019	KURANDA QLD 4881
Kuranda Landscape Supplies & Raw Materials	Warren Green	PO BOX 177	KURANDA QLD 4881
L & C Bensted	Locky Bensted	PO BOX 573	MAREEBA QLD 4880
Lamont Transport	William & Gail Lamont	PO BOX 197	DIMBULAH QLD 4872
M & C Zillfleisch	Michael Zillfleisch	R/N 9 SIDES ROAD	JULATTEN QLD 4871
M.T.B.H. Cartage Pty Ltd	Timothy Perkins	PO BOX 345	MAREEBA QLD 4880
Magnum Plumbing Pty Ltd	Mel Baty	PO Box 154	EDGE HILL QLD 4870

Register of Pre-Qualified Suppliers for the Supply of Occasional Plant Hire 2024-2025 T-MSC2024-05

Business Name	Contact Person	Postal Address	Town
MAK Diesel & Earthmoving	Dan Bebbington	556A Ingham Road	MOUNT LOUISA QLD 4814
Mareeba Crane Hire	Dale Peebles	PO BOX 1341	MAREEBA QLD 4880
Mareeba Mowing & Slashing	Janelle Smithwick	PO BOX 2339	MAREEBA QLD 4880
Mareeba Transport	Colin Parsons	26 Reynolds Street	MAREEBA QLD 4880
Marino Plant Hire	Grant Marino	25 Bassett Street	CAIRNS QLD 4870
Marrin Pty Ltd	Ronald Jack	204R Syndicate Road	MOSSMAN QLD 4873
MC Group QLD Pty Ltd	Michael Connolly	PO BOX 748	MOSSMAN QLD 4873
MDB Excavations P/L	Michael Brook	1985 Kennedy Highway	SPEEWAH QLD 4881
MPDT	Timothy Carbis	PO BOX 349	MOSSMAN QLD 4873
Mt Mulgrave Pastoral Co.	Luke Kingsley	PMB 59	CAIRNS QLD 4870
MyBuild Civil FNQ Pty Ltd	Bradly Mackrill	12/452 Sheridan Street	CAIRNS QLD 4870
N R Truck Hire Pty Ltd	Neil Petersen	PO BOX 2174	MAREEBA QLD 4880
Northern Bulk Haulage Pty Ltd	Craig Anthony Callaghan	C/- 14 Cyril Street	LAKELAND QLD 4871
Northire	Brenton Apps	19 Keeble Street	MAREEBA QLD 4880
NQ Resource Recovery P/L	Conal McGready	PO BOX 225	STRATFORD QLD 4870
NQ Wastetrans Pty Ltd	Tim Fitzgerald	275 Hastie Road	MAREEBA QLD 4880
Oz Earthmoving Pty Ltd	Lex Grehan	PO BOX 1344	WALKAMIN QLD 4872
Quarterman Ag	Ally Quartermaine	PO BOX 1053	MAREEBA QLD 4880
RAKS Earthmoving	Ron Petersen	PO BOX 1001	WALKAMIN QLD 4872
RC & KR Mahoney	Karen Mahoney	PO BOX 229	MALANDA QLD 4885
R & K Plant Hire	Caytlyn Mead	PO BOX 271	HERBERTON QLD 4887
Road Verge Trimming RVT Pty Ltd	Neil Clark	130 Nielson Street	LISMORE NSW 2480
Robinson Civil Constructions FNQ Pty Ltd	Caytlyn Mead	PO BOX 271	HERBERTON QLD 4887
Rollers Queensland	Frank Carlil	PO BOX 1255	ROMA QLD 4455
S & K Civil Contracting	Sam/Karen Trimble	P.O. Box 624	ATHERTON QLD 4883
SA Ahlers & SG Ahlers	Stephen Ahlers	P.M.B Lakeland	VIA CAIRNS QLD 4871
SAW Civil Profiling Pty Ltd	Grant Turner	PO BOX 577	HERBERTON QLD 4887
Shane Simpson	Shane Simpson	PO BOX 14	CHILLAGOE QLD 4871
Sherrin Rentals Pty Ltd	Rodney Cordery	63 Main Beach	PINKENBA QLD 4008
Shore Hire Pty Ltd	Steve MacDonald	PO BOX CP449	CONDELL PARK NSW 2200
SJ Porter & PJ Porter	Shirley & Phil Porter	PO BOX 317	DIMBULAH QLD 4872
ST Contracting	Scott Twyford	PO BOX 872	TOLGA QLD 4880
Stabilised Pavements of Australia Pty Ltd	Patrick Rooke	PO BOX 7890	GARBUTT QLD 4814
Sticklizard Pty Ltd	Sharyn Jones	8452 Kennedy Highway	ATHERTON QLD 4883
STJ Earthmoving	Tom Smith	PO BOX 163	MAREEBA QLD 4880
Suck It Vactron Trucks NQ Pty Ltd	Kasey Pell	PO BOX 120	MAREEBA QLD 4880
Tareve Plant and Haulage	Steve Jenkins	PO BOX 3028	LOGANHOLME QLD 4129
Taylor's Treelopping Pty Ltd	Christine Taylor	PO BOX 375	TOLGA QLD 4880
TFH Hire Services Pty Ltd	Matt Lord	PO BOX 1066	BROWNS PLAINS QLD 4118
The Stabilising Pty Ltd	Richard Sippel	PO BOX 684	PARAP NT 0804
TJ Slashing	Jack Pedersen	PO BOX 2762	MAREEBA QLD 4880
TLP Earthmoving Pty Ltd	Leigh-Anne Prior	PO BOX 143	MUTCHILBA QLD 4872
TM & C White Grader Hire	Carmen Henning-White/Tre	PO BOX 154	MOSSMAN QLD 4873
Tutt Bryant Hire Portsmith (Cairns)	Rob Lanceley	PO BOX 1318	CAIRNS QLD 4870
W & J Truck Hire	Wayne Finch	PO BOX 73	MOUNT MOLLOY QLD 4871
W.H.E	Jarod Wiggins	PO BOX 461	MAREEBA QLD 4880
W & R Brown Industries	William Brown	76 Marlin Drive	WONGA BEACH QLD 4873
Watto's Earthmoving & Machinery Hire Pty Ltd	Josh Watson	PO BOX 860	TOLGA QLD 4882
We Construct Pty Ltd	Xavier McDonald	1 Prestwood Road	GEORGETOWN QLD 4871
Whiterock Earthmoving Pty Ltd	Bradley Brook	11 Coolabah Close	WHITEROCK QLD 4868
WP & MD Dal Santo	Walter Dal Santo	PO BOX 93	DIMBULAH QLD 4872



9.5 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES OPERATIONS REPORT - MAY 2024

Date Prepared: 15 May 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 May 2024.

RECOMMENDATION

That Council;

1. receives the Infrastructure Services, Technical Services Operations Report for May 2024'; and
2. removes Hillview Road North, Julatten from Council's Register of Maintained Roads.

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

Investigation activities undertaken in May included:

Activity	Current Requests	Closed Requests
Road Infrastructure Review	63	19
Drainage Investigations	32	8
NHVR Permit Applications	0	27
Traffic Count Surveys	0	7
Parks Investigations	2	1
Miscellaneous e.g. Planning; Local Laws	27	20
Before You Dig Requests	0	51

Hillview Road North: Investigations have been completed into the background of Hillview Road North, Julatten and whether its continued inclusion on Council's Register of Maintained Roads remains suitable. The review considered previous correspondence, maintenance and financial expenditures associated with the 'Asset', with the outcome being that; although an intent may once have existed for the potential development of the corridor to 'Maintained Road' status, establishment and ongoing maintenance has not occurred. A functional/practical 'Road' does not currently exist within the Road Tenure, therefore this report recommends removal of 'Hillview Road North, Julatten' from Council's Register of Maintained Roads.

Soil Laboratory:

Council's Soil Laboratory provides NATA-accredited soil and material testing for internal and external services. The extended wet season has continued to limit the quantity of testing in May, however 177 tests were completed with the majority being for external clients.

GIS

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.

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	On-maintenance
Kuranda	Christensen Road, Myola Heights – Stage 2a	On-maintenance
Mareeba	Emerald End Road and Country Road – Stage 3	On-maintenance
Mareeba	Emerald End Road and Country Road – Stage 4	Under construction
Mareeba	The Rise – Catherine Atherton Drive – Stage 3	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	Prestige Gardens Stage 5-6	Under construction
Mareeba	7 Haren Street	On-maintenance
Mareeba	Mareeba Roadhouse and Accommodation Park, Williams Close	On-maintenance - Monitoring
Kuranda	112 Barnwell Road widening	Monitoring

Disaster Recovery Funding Arrangements (DRFA)

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

Program	Status
2022 DRFA	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 Betterment	Contract has commenced with works planned for completion by end of 2024 dry season. Sites within the Mount Carbine Area completed.
2023 DRFA	Northern and Central Queensland Monsoon and Flooding Event, 20 December 2022 – 30 April 2023. Contracts for the reconstruction of essential infrastructure were awarded April 2024.
2023 Cyclone	Declared event December 2023 - 'Tropical Cyclone Jasper, associated rainfall and flooding, 13 – 28 December 2023'. Emergency response activities continue,

Program	Status
	<p>with the QRA providing an extension to the Emergent Period. Damage assessments are continuing.</p> <p>Julatten, Mt Lewis Road, Bridge: replacement tender to be presented to 19 June 2024 Ordinary Meeting Council meeting for award of contract.</p> <p>Jarawee Road, Kuranda, Landslip: reinstatement tender to be presented to 19 June 2024 Ordinary Meeting Council meeting for award of contract.</p> <p>Emerald End Road: a temporary bridge remains in place until replacement structure is constructed. Tender for reconstruction works planned to be called June 2024.</p>

Facilities

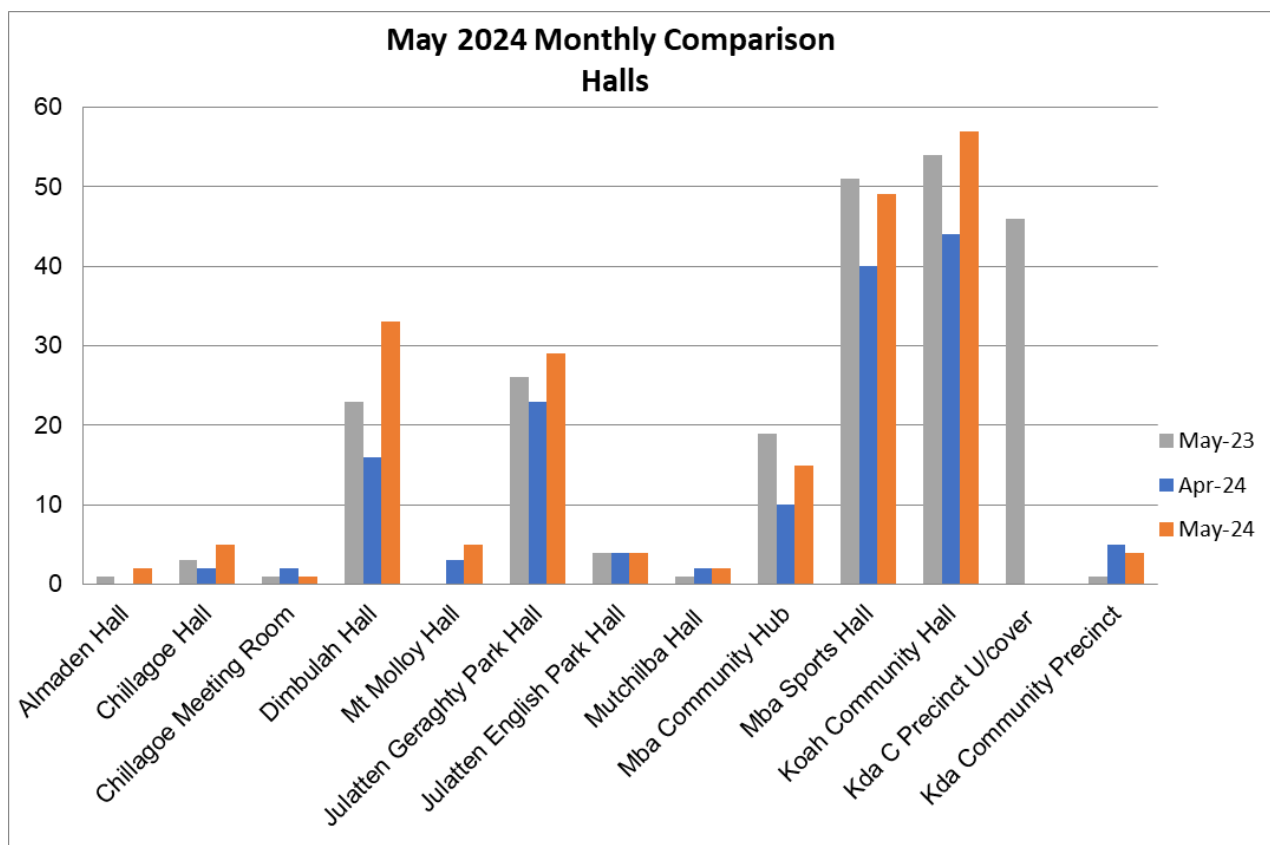
Asset Inspections:

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.

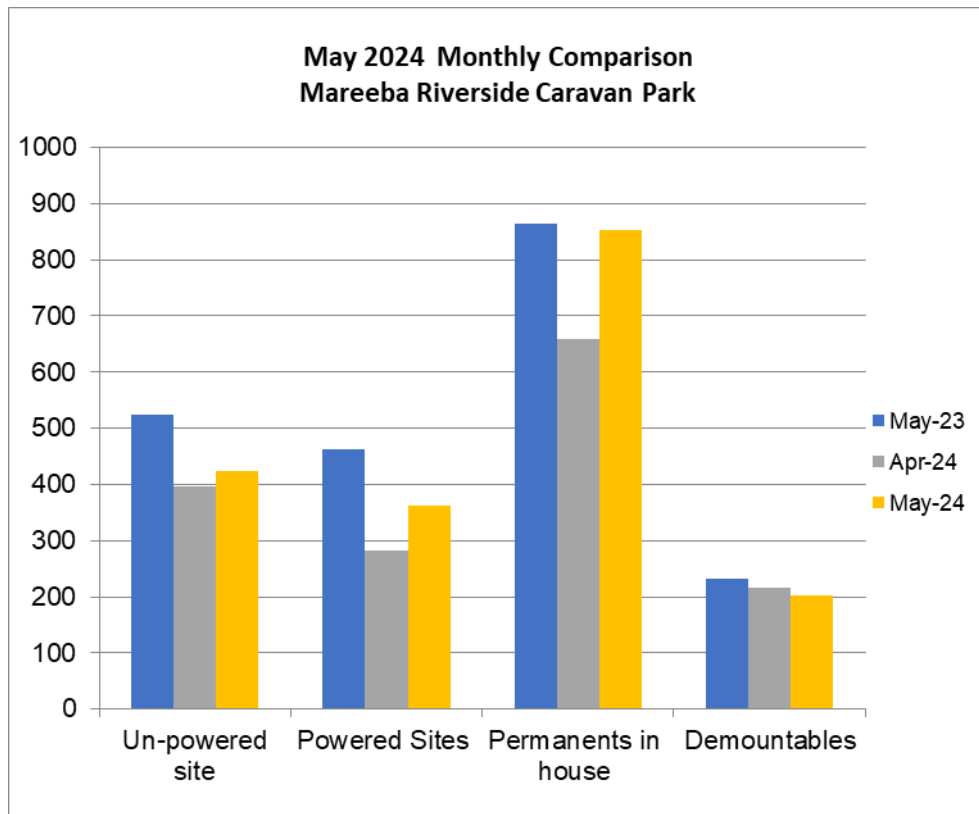
Community Halls:

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 continue, utilisation has improved for nearly all facilities against the previous month.

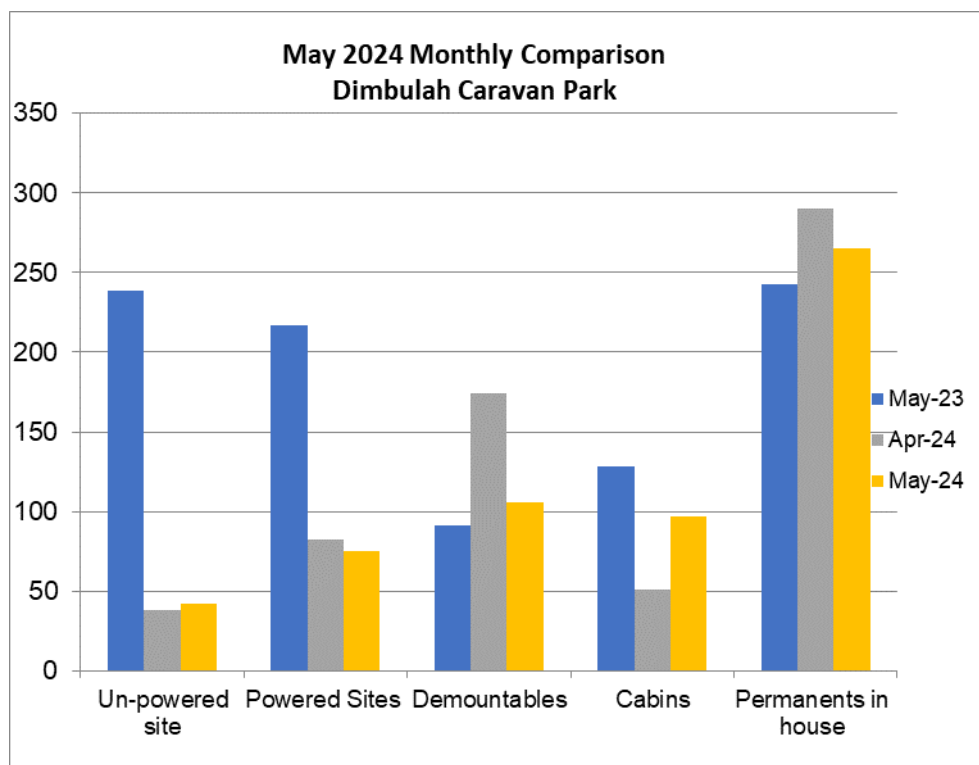


Caravan Parks:

Mareeba Riverside Caravan Park tenant numbers remain strong.

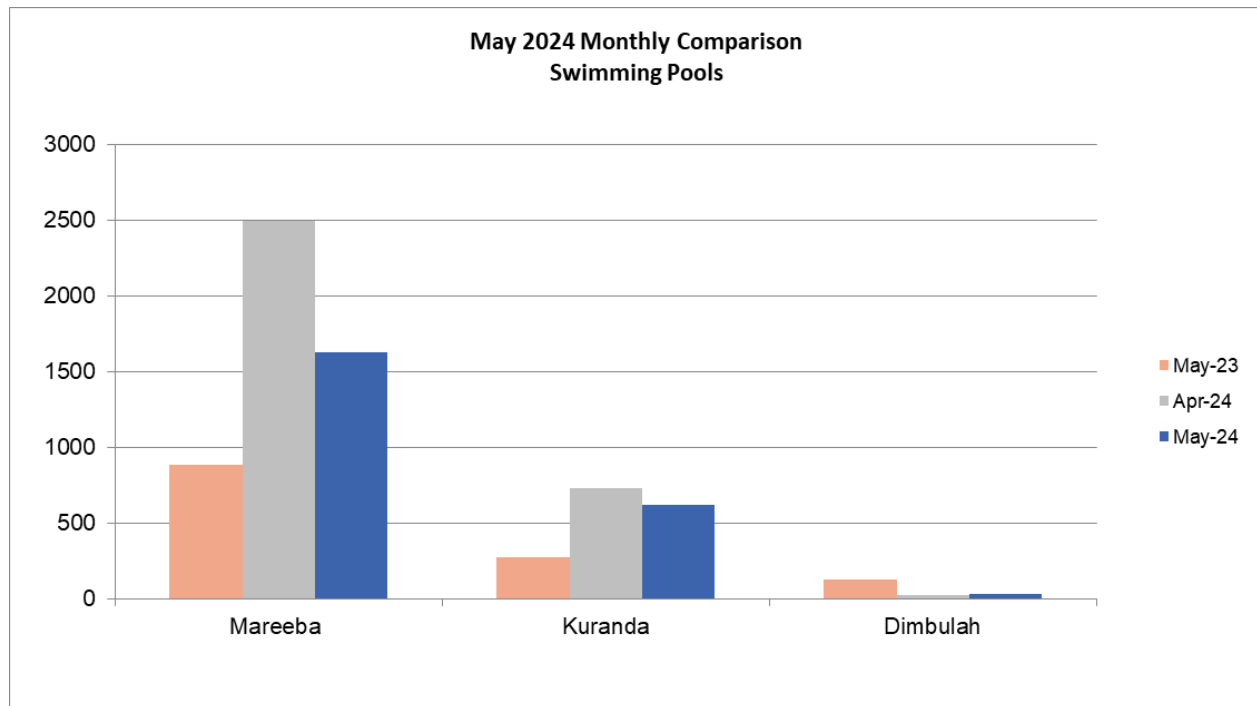


Dimbulah Caravan Park user numbers (total) have reduced slightly overall.



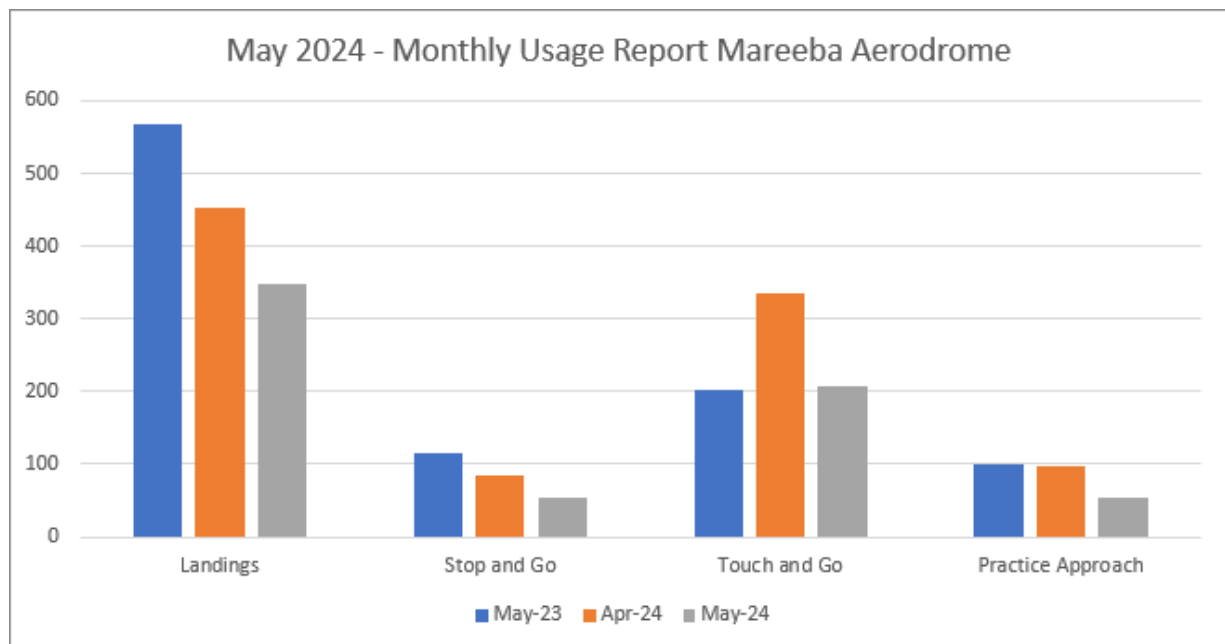
Aquatic Centres

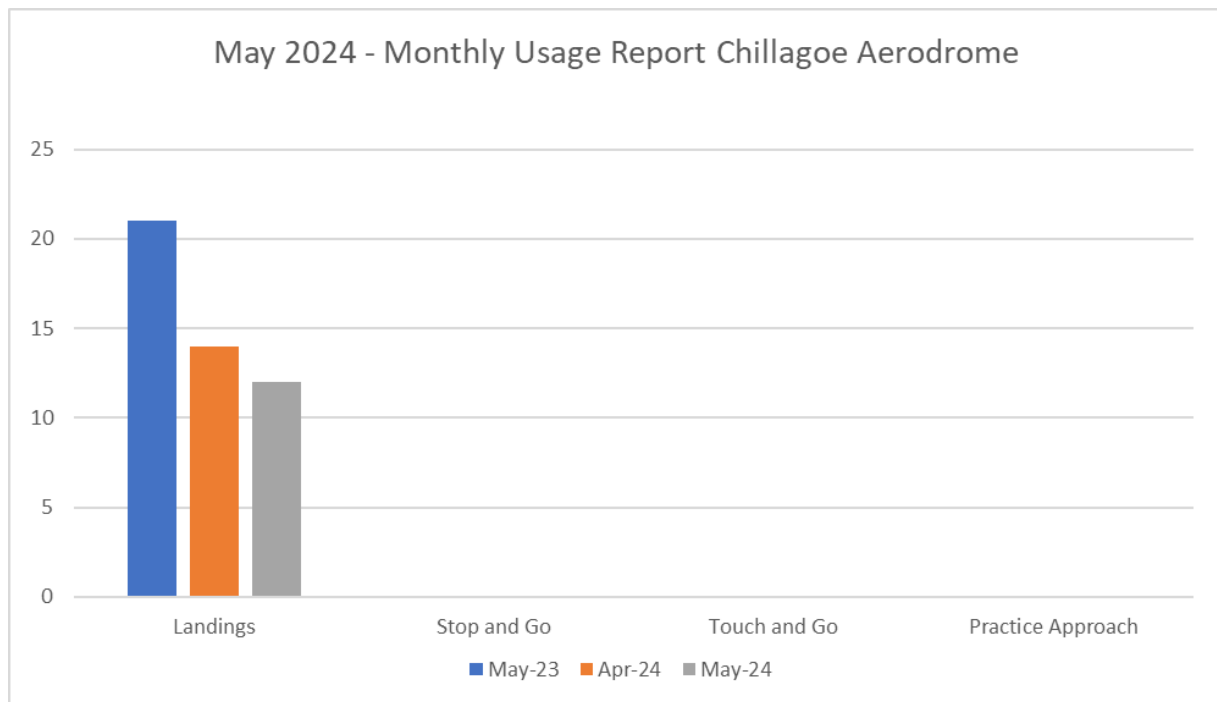
Attendance numbers have shown indications of a potential winter slowdown when compared to April numbers.



Aerodromes:

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





FINANCIAL AND RESOURCE IMPLICATIONS

Operating

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

LINK TO CORPORATE PLAN

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

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

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

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

9.6 TENDER AWARD - T-MSC2024-10 DRFA JARAWEE ROAD REINSTATEMENT

Date Prepared: 11 June 2024

Author: Manager Technical Services

Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to inform Council of the assessment of the tender submissions received for T-MSC2024-10 Jarawee Road Stabilisation Works to be funded under Disaster Relief Funding Arrangements (DRFA).

RECOMMENDATION

That Council awards Tender T-MSC2024-10 Jarawee Road Stabilisation to King Concreting Pty Ltd (Alternative) for the amount of \$1,515,018.00 (excl. GST), for the single lane and pedestrian access bridge alternative, subject to Queensland Reconstruction Authority approval.

BACKGROUND

Queensland Reconstruction Authority (QRA) declared the 'Tropical Cyclone Jasper, associated rainfall and flooding, 13 – 28 December 2023' (the Event) a natural disaster event, triggering Disaster Recovery Funding Arrangements (DRFA) which provides local governments with assistance to reinstate essential infrastructure.

Council engaged ARO Industries to undertake site investigations necessary for the development of a detailed reinstatement methodology (on a like for like case), which was subsequently submitted to the QRA for assessment against 'compliance' and 'value for money' criteria.

QRA considered and provided pre-approval for the original scope of works associated with the project, including the allocation of a preliminary budget. With completion of the tender process, Council officers intend to seek reconfirmation of both the scope and value of works from QRA to ensure compliance with funding requirements.

The tendered scope of DRFA works sought the reinstatement of carriageway, shoulders and associated stormwater infrastructure, to pre-existing condition and to a standard which complies with current engineering and environmental standards.

Council invited tenders from suitably qualified contractors for the reinstatement and repair of civil infrastructure ("Jarawee Road") damaged as a consequence of the Event through 'VendorPanel' on 29 February 2024. Tenders closed 11:00am, on Monday, 25 March 2023, with five (5) organisations providing submissions.

Tenders Received

A summary of the tender prices at opening is provided below;

Tenderer	Tendered Price (excluding GST)
Colpo Constructions (Alternative)	\$ 804,792.44
Durack Civil Pty Ltd (Conforming)	\$ 4,394,368.29
King Concreting Pty Ltd (Single Lane Bridge Alternative)	\$ 978,700.00
NQ Civil Contractors Pty Ltd (Conforming)	\$ 4,917,563.00
ROCLA Pty Ltd (Earth Retention Blocks)	\$ 216,972.00
ROCLA Pty Ltd (Mass Blocks)	\$ 385,620.00

Through post tender correspondence with King Concreting, pricing for an additional two alternative options was requested. These options were:

- 1) Two lane Bridge Alternative
- 2) Single lane Bridge with Pedestrian Access Alternative

A number of submissions included 'rounding' errors, with amended values correcting for this issue are provided below.

Tenderer	Tendered Price (excluding GST)
Colpo Constructions (Alternative)	\$ 804,792.44
Durack Civil Pty Ltd (Conforming)	\$ 4,394,364.38
King Concreting Pty Ltd (Single Lane Bridge Alternative)	\$ 1,177,950.00
King Concreting Pty Ltd (Dual Lane Bridge Alternative)	\$ 1,510,540.00
King Concreting Pty Ltd (Single Lane & Pedestrian Bridge Alternative)	\$ 1,515,018.00
NQ Civil Contractors Pty Ltd (Conforming)	\$ 4,917,563.00
ROCLA Pty Ltd (Earth Retention Blocks)	\$ 216,972.00
ROCLA Pty Ltd (Mass Blocks)	\$ 385,620.00

Colpo Constructions Pty Ltd (Colpo) alternative offer was to retain the failed batter using a combination of gabions and soil nails. The offer did not include the excavation of existing material and replacement of the failed drainage structure. This alternative option was deemed to not meet the design intent of the conforming option as it did not address the failed drainage structure.

ROCLA Pty Ltd (ROCLA) submission was a supply only and was not shortlisted.

Following review of the submissions and with consideration to the values received, five (5) submissions were shortlisted for further evaluation, as detailed below.

Tenderer	Price (excl GST)
Durack Civil Pty Ltd (Conforming)	\$ 4,394,364.38
King Concreting Pty Ltd (Single Lane Bridge Alternative)	\$ 1,177,950.00
King Concreting Pty Ltd (Dual Lane Bridge Alternative)	\$ 1,510,540.00
King Concreting Pty Ltd (Single Lane & Pedestrian Bridge Alternative)	\$ 1,515,018.00
NQ Civil Contractors Pty Ltd (Conforming)	\$ 4,917,563.00

Tender Assessment

Tenders were assessed in accordance with the evaluation criteria stated in the tender documentation and as provided below;

Criteria	Weighting
Relevant skills and experience	15%
Demonstrated Understanding	25%
Key Personnel	10%
Local Content	10%
Value for Money	40%
Total	100%

Each submission assessed, was evaluated and scored against the criteria, with the criteria scores then weighted to provide a total weighted score for each submission. Additionally, each has been assessed for conformance, compliance and discrepancies, against the requested response schedules.

A summary of the Tender assessment, incorporating the evaluation against conformance, price and non-priced base criteria, resulted in the recommendation that Council award the works to King Concreting Pty Ltd (Single Lane & Pedestrian Bridge Alternative) at a value of \$1,515,018 (Ex GST).

The Alternative Bridge configuration options as provided by King Concreting Pty Ltd were assessed as not suitable, due to their inconsistency with the funding arrangements and impact to pre-existing service levels.

RISK IMPLICATIONS

Financial

The project scopes and costs are subject to DRFA eligibility and Council must meet these requirements. Any ineligible costs must be met by Council, so QRA approval is recommended prior to awarding tenders. The Dual Lane Bridge configuration option would be considered an 'upgrade' to previous infrastructure service levels and would therefore not meet the conditions of funding.

Infrastructure and Assets

The Single Lane Bridge configuration option would be result in a reduction to previous infrastructure service levels as well as reduce safety for non-vehicle road users (pedestrian/cyclist etc) and would therefore not be supported by Council, nor meet the conditions of funding.

Legal and Compliance

Tenders were sought in accordance with Council's Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil. All eligible costs are able to be sought for reimbursement through DRFA.

Operating

Nil. The replacement civil infrastructure will meet pre-existing condition and current engineering standards, and therefore should not increase the operational costs associated with maintaining the network.

LINK TO CORPORATE PLAN

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

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

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

IMPLEMENTATION/COMMUNICATION

Application will be made to the QRA for project funding and tenderers kept informed of the approval status as required.

9.7 TENDER AWARD - T-MSC2024-13 MSC DRFA - BUSHY CREEK BRIDGE CONSTRUCTION

Date Prepared: 11 June 2024

Author: Manager Technical Services

Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to inform Council of the assessment of the tender submissions received for T-MSC2024-13 MSC DRFA - Bushy Creek Bridge Construction to be funded under Disaster Relief Funding Arrangements (DRFA).

RECOMMENDATION

That Council awards Tender T-MSC2024-13 MSC DRFA 2024 – Bushy Creek Bridge Construction to Murray Valley Piling Pty Ltd, for the value of \$1,363,336.00 (excl GST), subject to Queensland Reconstruction Authority approval.

BACKGROUND

Queensland Reconstruction Authority (QRA) declared the 'Tropical Cyclone Jasper, associated rainfall and flooding, 13 – 28 December 2023' (the Event) a natural disaster event, triggering Disaster Recovery Funding Arrangements (DRFA) which provides local governments with assistance to reinstate essential infrastructure.

Council engaged ARO Industries to undertake site investigations necessary for the development of a detailed reinstatement methodology (on a like for like case), which was subsequently submitted to the QRA for assessment against 'compliance' and 'value for money' criteria.

QRA are currently considering the application for the original scope of works associated with the project, including the allocation of a preliminary budget. With completion of the tender process, Council officers intend to seek confirmation of both the scope and value of works from QRA to ensure compliance with funding requirements.

The tendered scope of DRFA works sought the reinstatement of bridge crossing, to pre-existing condition and to a standard which complies with current engineering and environmental standards.

Council invited tenders from suitably qualified contractors for the reinstatement and repair of civil infrastructure ("Bushy Creek Bridge") damaged as a consequence of the Event, through 'VendorPanel' on 3 May 2024. Tenders closed 11:00am, on Tuesday, 28 May 2024, with eight (8) organisations providing 11 submissions.

Two (2) submissions were received late, being Dempsey Cranes and Gulf Civil, and were not able to be considered further.

Tenders Received

A summary of the tender prices at opening is provided below;

Tenderer	Tendered Price (excl GST)
Casa Engineering (BNE) Pty Ltd	\$ 3,816,323.00
DAVBRIDGE Constructions	\$ 3,700,129.98
Dempsey Cranes	\$5,612,716.23
Gulf Civil	\$5,160,769.94
Lohman Contracting Pty Ltd – Conforming	\$ 4,915,044.88
Lohman Contracting Pty Ltd – Alternative	\$ 3,956,086.20
Milik Pty Ltd	\$ 4,205,569.86
Murray Valley Piling Pty Ltd – Conforming	\$ 1,547,491.00
Murray Valley Piling Pty Ltd – Alternative 1	\$ 1,363,336.00
Murray Valley Piling Pty Ltd – Alternative 2	\$ 1,154,936.00
NQ Civil Contractors Pty Ltd	\$ 3,999,319.00

Lohman Construction provided an alternative option utilising an ‘Inquick’ bridge construction supplier/methodology.

Murray Valley Piling Pty Ltd provided two (2) alternative options, primarily characterised by the use of alternative superstructure material construction options, being Concrete Girder (Alternative 1) or Steel Girder (Alternative 2).

Post tender clarifications were sought from a number of suppliers, following which, seven (7) submissions were shortlisted for further evaluation, as detailed below.

Tenderer	Tendered Price (excl GST)
Casa Engineering (BNE) Pty Ltd	\$ 3,816,323.00
DAVBRIDGE Constructions	\$ 3,700,129.98
Lohman Contracting Pty Ltd – Alternative	\$ 3,956,086.20
Milik Pty Ltd	\$ 4,205,569.86
Murray Valley Piling Pty Ltd – Conforming	\$ 1,547,491.00
Murray Valley Piling Pty Ltd – Alternative 1	\$ 1,363,336.00
NQ Civil Contractors Pty Ltd	\$ 3,999,319.00

Tender Assessment

Tenders were assessed in accordance with the evaluation criteria stated in the tender documentation and as provided below;

Criteria	Weighting
Relevant skills and experience	15%
Demonstrated Understanding	25%
Key Personnel	10%
Local Content	10%
Value for Money	40%
Total	100%

Each submission assessed, was evaluated and scored against the criteria, with the criteria scores then weighted to provide a total weighted score for each submission. Additionally, each has been assessed for conformance, compliance and discrepancies, against the requested response schedules.

A summary of the Tender assessment, incorporating the evaluation against conformance, price and non-priced base criteria, resulted in the ranking of submissions displayed below.

Tenderer	Rank
Casa Engineering (BNE) Pty Ltd	4
DAVBRIDGE Constructions	3
Lohman Contracting Pty Ltd – Alternative	6
Milik Pty Ltd	7
Murray Valley Piling Pty Ltd – Conforming	2
Murray Valley Piling Pty Ltd – Alternative 1	1
NQ Civil Contractors Pty Ltd	5

Based on both quantitative and qualitative criteria assessment, Murray Valley Piling Pty Ltd (Alternative 1 – Concrete Girder) is the recommended tenderer for Contract TMSC2024-13 MSC DRFA – Bushy Creek Bridge Construction at a value of \$1,363,336 (excl GST).

RISK IMPLICATIONS

Financial

The project scopes and costs are subject to DRFA eligibility and Council must meet these requirements. Any ineligible costs must be met by Council, so QRA approval is recommended prior to awarding tenders.

Infrastructure and Assets

The reinstated civil infrastructure will meet pre-existing condition and current engineering standards and therefore should not impact the long-term cost to Council.

Legal and Compliance

Tenders were sought in accordance with Council's Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil. All eligible costs are able to be sought for reimbursement through DRFA.

Operating

Nil. The replacement civil infrastructure will meet pre-existing condition and current engineering standards, and therefore should not increase the operational costs associated with maintaining the network.

LINK TO CORPORATE PLAN

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

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

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

IMPLEMENTATION/COMMUNICATION

Application will be made to the QRA for project funding and tenderers kept informed of the approval status as required.

The recommended Tenderer – DAVBRIDGE Constructions has included a temporary side track as part of their submission. This will assist in providing vehicle access for the residents prior to the structure being fully completed.

9.8 TENDER AWARD - T-MSC2024-01 GREEN WASTE SERVICES

Date Prepared: 9 April 2024
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the tenders received for T-MSC2024-01 Green Waste Services.

RECOMMENDATION

That the Council awards Tender T-MSC2024-01 Green Waste Services to Shark Recyclers for the amount of \$7.20 per tonne (excl. GST).

BACKGROUND

Council invited tenders for the provision of green waste services from suitably qualified and experienced contractors through a competitive open tender procurement process for the provision of green waste services. The term of the Contract will be three (3) years with the option for three (3) extensions of up to 12 months each, at the Council's discretion.

Council invited tenders for the provision of the following Green Waste Services for the following three sites:

- Kuranda
- Mareeba
- Julatten

The contract required a schedule of rates.

Under this Contract, the Contractor is to provide all labour, plant, and equipment necessary for the management of Green Waste for Beneficial Reuse from Council Transfer Stations and at various other locations within the Mareeba Shire Council boundaries.

The current Green Waste Services Contract is due to expire 30 June 2024 which includes grass clippings, garden pruning, weeds, flowers, shrubbery, palms or other trees branches, palms or trees trunks or pieces of trunks, leaves, loose bark, small quantities of attached soil and all wood material excluding: treated or painted timber or with non-wood fittings or attachments delivered to the Transfer Station facilities are transported offsite for beneficial reuse either processed or unprocessed.

The origins of the Green Waste include:

- Commercial self-haul;
- Domestic self-haul; and
- Mareeba Shire Council generated Green Waste.

From the open tender process one (1) tender was received from Shark Recyclers:

Tenderer	Tendered Price (excluding GST)
Shark Recyclers	\$7.20 per tonne

Shark Recyclers, the incumbent green waste services provider to MSC, provided a complete tender response schedule, demonstrating that they understand Council's requirements.

Shark Recyclers' rate includes the supply back of processed green waste to Council. Included in the tender price, Mareeba transfer station is allocated 500 m³ of mulch and Kuranda 200 m³. Council may wish to negotiate with Shark Recyclers on the flexibility of buyback quantities. Note that no transport charge has been added on this as it has been assumed that green waste will be mulched on-site at these locations. This same rate applies for delivery of mulch back to Council facilities if deemed necessary, however transport costs will apply.

Shark Recyclers have nominated a minimum amount of \$5,005 (ex GST) per call out for processing green waste at Council's waste transfer stations.

Additionally, if commercial business or Council contractors wish to deliver unprocessed green waste to the Shark Recyclers facility the proposed cost is \$24 (excl. GST) per tonne at the gate.

This has not been included in the tender assessment however, Council may wish to assess and consider the benefit of directing commercial contractors to Shark Recyclers' facility, either in the instance of a natural disaster, or where large commercial volumes are received. Following Cyclone Jasper, Council's contractor transported kerbside green waste directly to Shark Recyclers.

Tender Assessment

Tenders were assessed in accordance with the evaluation criteria stated in the tender documentation and as provided below;

Criteria	Weighting
Tendered Price	40%
Relevant Experience	15%
Key Personnel Skills and Experience	15%
Tenderer's Resources	10%
Demonstrated Understanding	20%
Total	100%

The tender was evaluated and scored against the criteria, with the criteria scores then weighted to provide a total weighted score for each submission. Additionally, the tender has been assessed for conformance, compliance and discrepancies, against the requested response schedules.

A summary of the Tender assessment, incorporating the evaluation against conformance, price and non-priced base criteria, resulted in the ranking of submissions displayed below.

Tenderer	Rank
Shark Recyclers	1

RISK IMPLICATIONS

Environmental

There is a risk to Council if the process does not occur.

Legal and Compliance

Environmental Licence Conditions.

Operating

Yes.

Is the expenditure noted above included in the current budget?

Yes.

LINK TO CORPORATE PLAN

Advise successful and unsuccessful tenderers.

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

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

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

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

IMPLEMENTATION/COMMUNICATION

Advice to successful and unsuccessful tenderers.

9.9 WATER WASTEWATER & WASTE FEES AND CHARGES 2024/25

Date Prepared: 29 April 2024

Author: Manager Water and Waste

Attachments: 1. **Water and Waste 2024-2025 Fees & Charges** [↓](#)

EXECUTIVE SUMMARY

This report details the proposed Water, Wastewater and Waste Fees and Charges for 2024/25.

RECOMMENDATION

That Council adopts the Water Wastewater and Waste Fees and Charges for 2024/25.

BACKGROUND

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.

Section 97 of the *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.

Council must be able to demonstrate that the cost recovery fees are no more than the cost of providing the service. Council can set a fee that is lower than the calculated cost where it is deemed appropriate.

Costs for services are reviewed annually. The fees and charges have been recommended on either full cost recovery, discounted community service obligation by direction of Council or based on a set percentage increase on the previous financial year.

A breakdown of the proposed fees and charges for the 2024/25 financial year, which includes a summary of operational costs, revenue and utilisation is attached for consideration.

RISK IMPLICATIONS**Legal and Compliance**

Local Government Act 2009.

Waste Management and Recycling Act (Waste Levy amendments) 2019.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Council must be able to demonstrate that the cost recovery fees are no more than the cost of providing the service. Council can set a fee that is lower than the calculated cost where it is deemed appropriate.

FINANCIAL AND RESOURCE IMPLICATIONS**Capital**

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

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

IMPLEMENTATION/COMMUNICATION

The fees and charges detailed in this report will be included in the Register of Cost Recovery Fees and Charges and will be published on Council's Website.

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.

Waste

No Asbestos or Wet Paint will be accepted at any Landfill or Transfer Station.

Mulch Purchase

- Mareeba and Kuranda only
- Maximum 4 cubic metres per sale
- No commercial sales

Box trailer or utility load – self load	N/A	cubic metre	\$15.00	
Box trailer or utility load – machine to load	N/A	cubic metre	\$27.00	

No Charge - All Sites

Household Recyclables	N/A		No charge	
Scrap Metal (including degassed gas bottles)	N/A		No charge	
Degassed Air Conditioners/Fridges/Gas Bottles	N/A		No charge	
E-Waste	N/A		No charge	
Household Batteries (eg. Button cells, Power Tool Battery Packs, AA, AAA, B, C, D etc)	N/A		No charge	
Lead Acid Batteries (e.g. car batteries)	N/A		No charge	
Cooking Oil (Mareeba Only)	N/A			
Stripped Car Bodies	N/A		No charge	
Stripped Motor Bikes	N/A		No charge	
Engine Oil (up to 20L)	N/A		No charge	
DrumMuster Containers	N/A			
Fertiliser Bags	N/A			

Green Waste Disposal - All Sites

Green Waste - Domestic (Car/Ute/Trailer Load)	N/A	load	\$10.00	
Domestic green waste that is hauled to the waste transfer station by a commercial contractor or a light commercial vehicle will be charged at the commercial green waste rate.				
Green Waste - Domestic (Car/Ute + Trailer Load)	N/A	load	\$15.00	
Green Waste - Commercial (Minimum Charge)	N/A	load	\$21.00	
Green waste - Commercial (Light Commercial Vehicle)	N/A	tonne	\$48.00	

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Scrap Metal - All Sites

Domestic Solar Panels	N/A	each	\$10.00	
Car Bodies with fluids and or tyres	N/A	each	\$54.00	
Motor bikes with fluids and or tyres	N/A	each	\$17.00	
White goods, air conditioners containing gas	N/A	each	\$27.00	
Sorting fee will apply if waste is in fridges or freezers				
Gas bottles containing gas	N/A	each	\$7.00	

General Waste Disposal

All Sites

Household Waste (Minimum Fee - up to 240L)	N/A	each	\$5.00	
Commercial Waste (Minimum Fee - up to 240L)	N/A	each	\$22.00	
Mattresses - Domestic or Commercial	N/A	each	\$34.00	
Pallets	N/A	each	\$4.00	
Engine Oil (over 20L)	N/A	litre	\$1.00	
Up to 20 litres free – domestic or commercial.				

Weighbridge Sites

- Mareeba and Kuranda only

Dry Household Waste	N/A	tonne	\$101.00	
Wet Household Waste	N/A	tonne	\$100.00	
Loads will be charged at MSW (Residential) Solid Waste per tonne rate– no free waste disposal – you can reduce the cost of your MSW self-haul waste by bringing in recycling waste separately that is sorted such as: All scrap metal – ferrous and non-ferrous, white goods that have been degassed, domestic recycling – cans, glass, milk containers etc., E-waste, Car batteries, Drum Muster – empty and clean.				
Dry Commercial Waste	N/A	tonne	\$275.00	
Loads will be charged at C&I rate per tonne. Large loads may not be accepted at sites and deferred to a Landfill. A sorting fee will apply if mixed load requires sorting by council staff. Price includes Queensland State Waste Levy				
Wet Commercial Waste	N/A	tonne	\$275.00	
Commercial Recycling	N/A	tonne	\$193.00	
Construction and Demolition (includes concrete)	N/A	weigh in / weigh out	\$275.00	
Loads will be charged at C&D rate per tonne. Large loads may not be accepted at sites and deferred to a Landfill. A sorting fee will apply if mixed load requires sorting by council staff. Price includes Queensland State Waste Levy				
Clean Vacuum Truck Slurry/Lagoon Sludge	N/A	tonne	\$129.00	

Deemed Sites

Household Waste (Minimum Fee - Up to 240L)	N/A	bin	\$5.00	
1 x bin of MSW waste that is 240L or less will be charged this fixed fee (maximum 240 litres).				
Household Waste (Car/Ute/Trailer Load)	N/A	load	\$18.00	
Loads with MSW waste greater than 240L will be charged this fixed fee.				
Household Waste (Ute + Trailer)	N/A	load	\$36.00	
Loads with MSW waste in the Ute and Trailer will be charged this fixed fee.				
Commercial Recycling (Car/Ute/Trailer Load)	N/A	load	\$37.00	

continued on next page ...

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Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Deemed Sites [continued]

Commercial Recycling (Ute + Trailer)	N/A	load	\$74.00	
Commercial Recycling (Light Commercial Vehicle)	N/A	load	\$138.00	
Wet Commercial Waste (Car/Ute/Trailer Load)	N/A	load	\$21.00	
Wet Commercial Waste (Ute + Trailer)	N/A	load	\$38.00	
Wet Commercial Waste (Light Commercial Vehicle)	N/A	load	\$73.00	
Dry Commercial Waste (Car/Ute/Trailer Load)	N/A	load	\$52.00	
Dry Commercial Waste (Ute + Trailer)	N/A	load	\$105.00	
Dry Commercial Waste (Light Commercial Vehicle)	N/A	load	\$198.00	
Construction & Demolition (Car/Ute/Trailer Load)	N/A	load	\$52.00	
Construction & Demolition (Ute + Trailer)	N/A	load	\$105.00	
Construction & Demolition (Light Commercial Vehicle)	N/A	load	\$197.00	

Tyres - All Sites

Passenger	N/A	each	\$12.00	
Passenger with rim	N/A	each	\$27.00	
Light Truck/4WD	N/A	each	\$17.00	
Light Truck/4WD with rim	N/A	each	\$43.00	
Truck	N/A	each	\$38.00	
Truck with rim	N/A	each	\$91.00	
Motorcycle	N/A	each	\$10.00	
Motorcycle with rim	N/A	each	\$14.00	
Bobcat	N/A	each	\$27.00	
Earth Mover (Maximum Fee)	N/A	each	\$1,279.00	
Fork Lift (Maximum Fee)	N/A	each	\$78.00	
Grader	N/A	each	\$192.00	
Solid (Maximum Fee)	N/A	each	\$116.00	
Super Single	N/A	each	\$76.00	
Tractor (Maximum Fee)	N/A	each	\$319.00	
Miscellaneous Tyres (e.g. ride on mower, trolley wheels, planes, tracks)	N/A	each	POA	

Deceased Animals - Mareeba Only

Small animal (cat, small dog, possum)	N/A	each	\$6.00	
Medium animal (wallaby, large dog, calf, goat, pig)	N/A	each	\$22.00	

Miscellaneous Charges

Sorting fee – Required if mixed load requires sorting by Council staff	N/A	cubic metre	\$124.00	
Special Events Waste Collection Service 240L Bin - General Waste	N/A	each	\$33.00	
Waste – Replacement Bin - Mobile Garbage 240L	N/A	each	\$129.00	
Return Service Kerbside Collection	N/A	each	\$16.00	
Commercial Bay Processing Fee	N/A	each	\$27.00	

A skip bin surcharge is additional to the relevant waste that is brought in.

Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Not Accepted

Commercial Solar Panels	N/A		N/A	
No longer accepting commercial solar panels, redirect to alternative landfill facility				
Plastic Fuming	N/A		N/A	
No longer accepting plastic fluming, redirect to alternative landfill facility				
Asbestos	N/A		N/A	
Wet Paint	N/A		N/A	
Clean Earth	N/A		N/A	
Contaminated Earth	N/A		N/A	
Caravans	N/A		N/A	
Drill Mud	N/A		N/A	

Wastewater

Charges

Blocked Sewer Inspection	N/A	each	\$486.00	
Build over Council sewerage System	N/A	application	\$624.00	
Connection to Council's Sewerage System	N/A	connection	Quoted service	
Based on 1.5m tapping and standard 1.5m from property boundary and 150mm join				
Inspection of Build Over Sewer as Constructed Works	N/A	each	\$167.00	

Waste Discharge

Grease trap waste Mareeba	N/A	litre	\$0.42	
Liquid Waste - Anything other than grease trap or septic - Mareeba	N/A	kilolitre	\$65.00	
Septic effluent waste Mareeba	N/A	kilolitre	\$65.00	

Water

New Meter

New Meter Installation Only – 20mm	N/A	meter	\$673.00	
New Meter Installation Only – 25mm	N/A	meter	\$877.00	
New Meter Installation Only – 32mm	N/A	quote	Quoted service	
New Meter Installation Only – 40mm	N/A	quote	Quoted service	
New Meter Installation Only – 50mm	N/A	quote	Quoted service	

Service Connection

Water service connection including Meter.

Meter Size – 20mm	N/A	meter	\$1,421.00	
Meter Size – 25mm	N/A	meter	\$2,074.00	

continued on next page ...

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Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Service Connection [continued]

Meter Size – 32mm	N/A	quote	Quoted service	
Meter Size – 40mm	N/A	quote	Quoted service	
Meter Size – 50mm	N/A	quote	Quoted service	

Service Disconnection or Reconnection

Disconnection of Water Service at Owners Request	N/A	application	\$215.00	
Reconnection after Requested Disconnection 20mm	N/A	application	\$673.00	
Reconnection after Requested Disconnection 25mm	N/A	application	\$877.00	
Reconnection after Requested Disconnection 32mm	N/A	quote	Quoted service	
Reconnection after Requested Disconnection 40mm	N/A	quote	Quoted service	
Reconnection after Requested Disconnection 50mm	N/A	quote	Quoted service	
Reconnection (after breach of water regulations or non payment) – 20mm	N/A	application	\$673.00	
Reconnection (after breach of water regulations or non payment) – 25mm	N/A	application	\$877.00	
Reconnection (after breach of water regulations or non payment) – 32mm	N/A	application	\$1,017.00	
Reconnection (after breach of water regulations or non payment) – 40mm	N/A	application	\$1,169.00	
Reconnection (after breach of water regulations or non payment) – 50mm	N/A	application	\$1,280.00	

Standpipes

Hire of Standpipe – Short Term (less than two (2) weeks)	N/A	day	\$12.00	
\$250 Bond. Maximum 7 day hire period (minimum charge of \$50.00)				
Hire of Standpipe – Long Term (greater than two (2) weeks up to six (6) months)	N/A	day	\$6.00	
\$750 Bond				
Standpipe Management System – Electronic Key	N/A	hire	\$54.00	
Water Supply from Fire Hydrants (other than for fire-fighting purposes)	N/A	kilolitre	\$2.00	
Processing Fee \$17.50 per load				

Other Services

Water Testing – Not available	N/A		N/A	
Meter/Service Testing (to be refunded if meter/service found to be faulty)	N/A	test	\$397.00	
Final Water Meter Reading request	N/A	reading	\$60.00	
Hydrant flow & pressure test	N/A	test	\$286.00	
Install Lockable Stop Valve with padlock	N/A	each	\$237.00	

continued on next page ...

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Name	Cost Recovery	Unit	Year 24/25 Fee (incl. GST if applic.)	Legislation
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Other Services [continued]

Locations – Mareeba	N/A	location	\$210.00	
Locations – Chillagoe	N/A	location	\$980.00	
Locations – Dimbulah/Kuranda	N/A	location	\$608.00	
Locations – Mount Molloy	N/A	location	\$608.00	
Water and Wastewater Infrastructure Inspection	N/A	each	\$215.00	

9.10 INFRASTRUCTURE SERVICES, WATER AND WASTE OPERATIONS REPORT - MAY 2024

Date Prepared: 15 May 2024
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to summarise Council's Water and Waste activities undertaken by the Infrastructure Services Department during the month of May 2024.

RECOMMENDATION

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

BACKGROUND**Water and Wastewater Treatment:**

All treatment plants are generally performing satisfactorily. Interim measures to address damage to Kuranda Water Treatment Plant intake infrastructure which resulted from Cyclone Jasper and ongoing rain is continuing. Wastewater treatment plant volumes have reduced as rainfall and flooding has eased.

Connections have been updated with information provided by the Rates Section to correspond with annual KPI reporting.

Water Treatment	Mareeba	Kuranda	Chillagoe	Dimbulah	Mt Molloy*
Water Plant average daily production (kL)	7,580	748	231	380	106
Number of Connections	4,141	1053	127	246	111
Average daily water consumption per connection (L)	1,831	711	1,820	1546	956

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

Wastewater Treatment	Mareeba	Kuranda
Wastewater Plant average daily treatment (kL)	2,950	211
Number of Connections	3,519	356
Average daily inflow per connection (L)	838	593

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 for the booster pump station and raw water pump station projects and late 2024 for the filtration project.

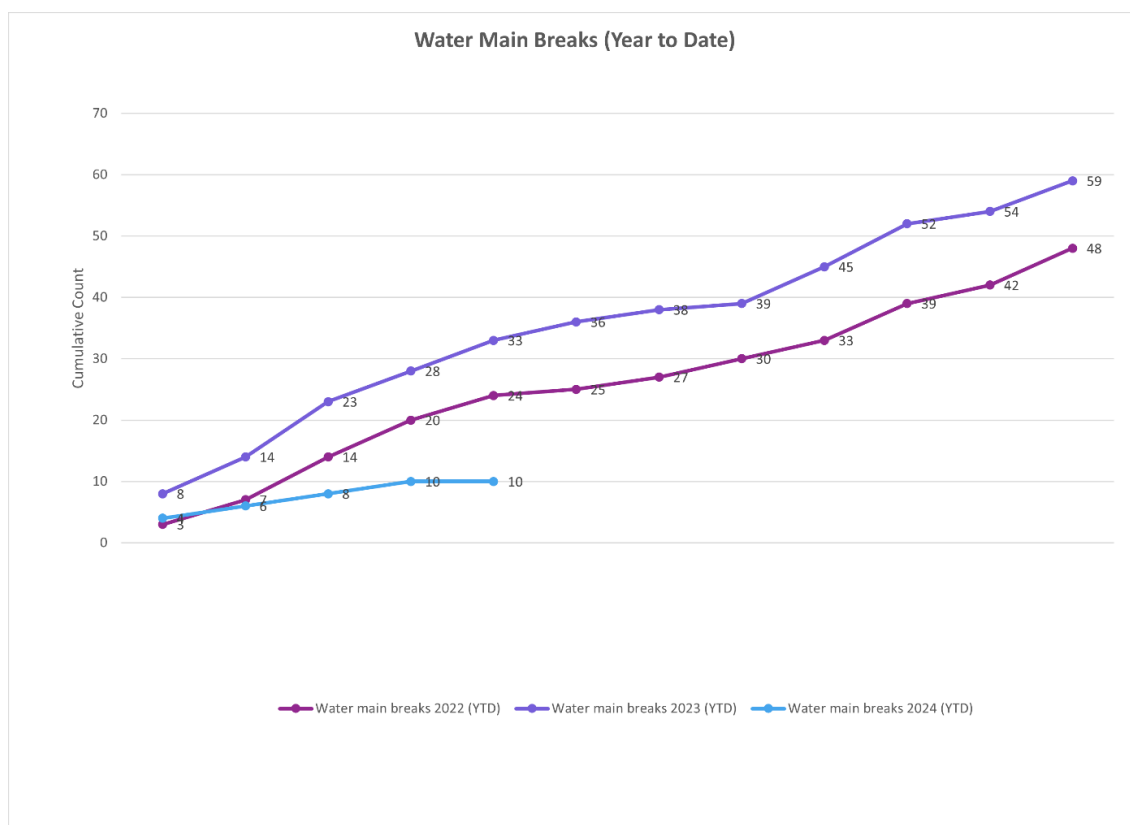
While these works occur at the Mareeba Water Treatment Plant there may be disruptions from time-to-time. As a result, the community has been asked to conserve water and reduce consumption during the upgrades. It may be necessary to introduce water restrictions to enable certainty of water supply to residents.

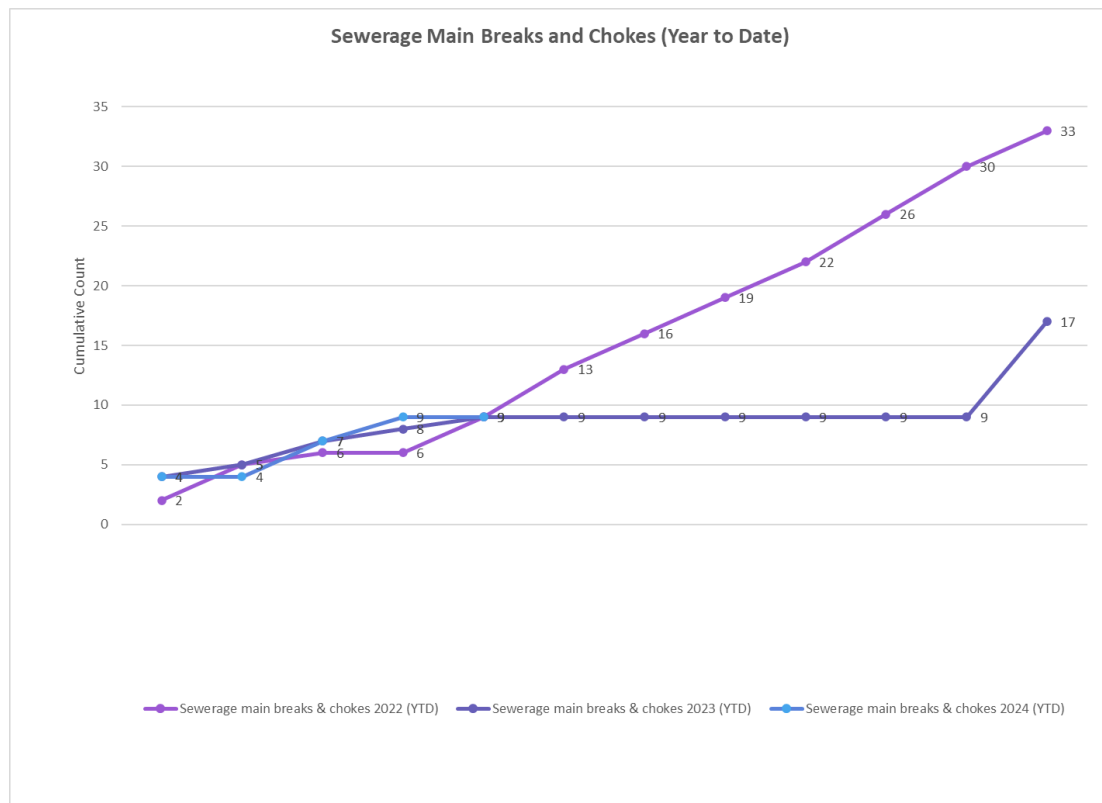
Water and Wastewater Reticulation:

Council's water reticulation crew attended to zero (0) water main breaks, and three (3) sewer main breaks/chokes this month, and average response times were within targets set out in Council's customer service standard for water services.

The temporary solution to address the blockage of the Lloyd Street sewer in Mareeba continues to operate to mitigate wastewater discharges to the Barron River which ceased in February. Planning for a long-term solution is underway. The various regulators are satisfied with Council's response to the incident which is now closed out and they have advised that no regulatory action against Council will be taken.

Monthly statistics are shown on the water reticulation main breaks and sewerage main breaks and chokes:





Waste Operations:

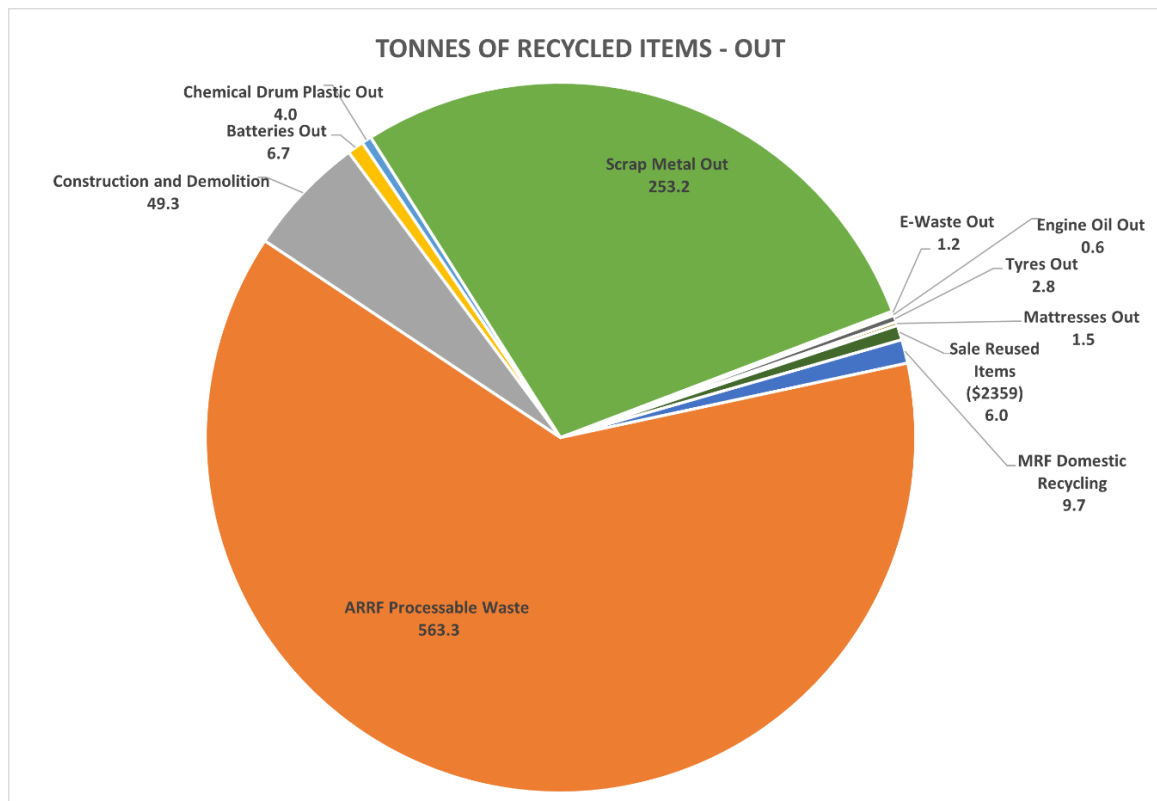
Container Refund Scheme

Mareeba Shire Council met with COEX and Mareeba Recycling during May to discuss the next steps for the Container Refund Scheme in the Shire. The discussion focused on the Bag Drop locations in Mareeba and Dimbulah and the artwork to be display on each. It is proposed that Mareeba Centenary Park and 14a Raleigh Street, Dimbulah will be the next location for the Bag Drops as they provide easy access and serviceable locations. Mareeba Bag Drop is proposed to have artwork containing Hot Air Balloons, and a tractor for Dimbulah.

Waste Operations

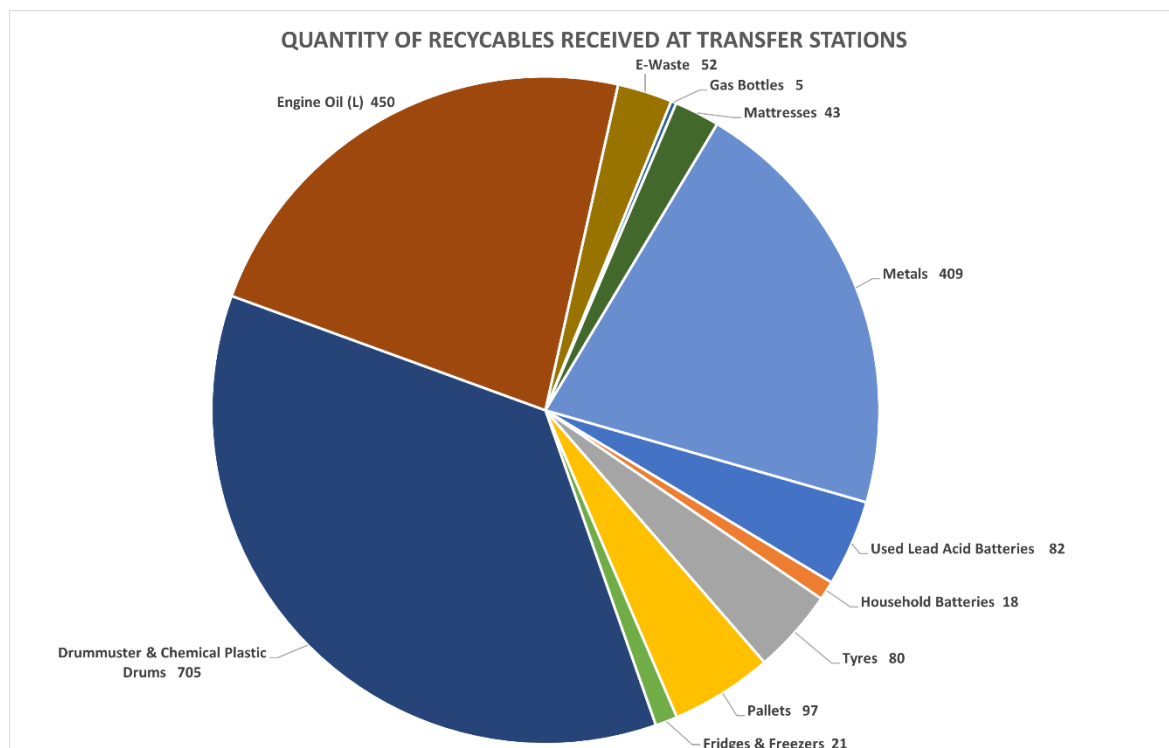
Waste material collected in Kerbside trucks is transported to the Advanced Resource Recovery Facility (ARRF) in Cairns for processing. Residual waste and waste collected at Transfer Stations is transported to Springmount Waste Facility, and recyclable material is transported to the Material Recovery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

During May 563 tonnes of waste was processed through the ARRF, 157 tonnes of waste was sent to Springmount Waste Facility and 9.7 tonnes of domestic items were recycled at the MRF.



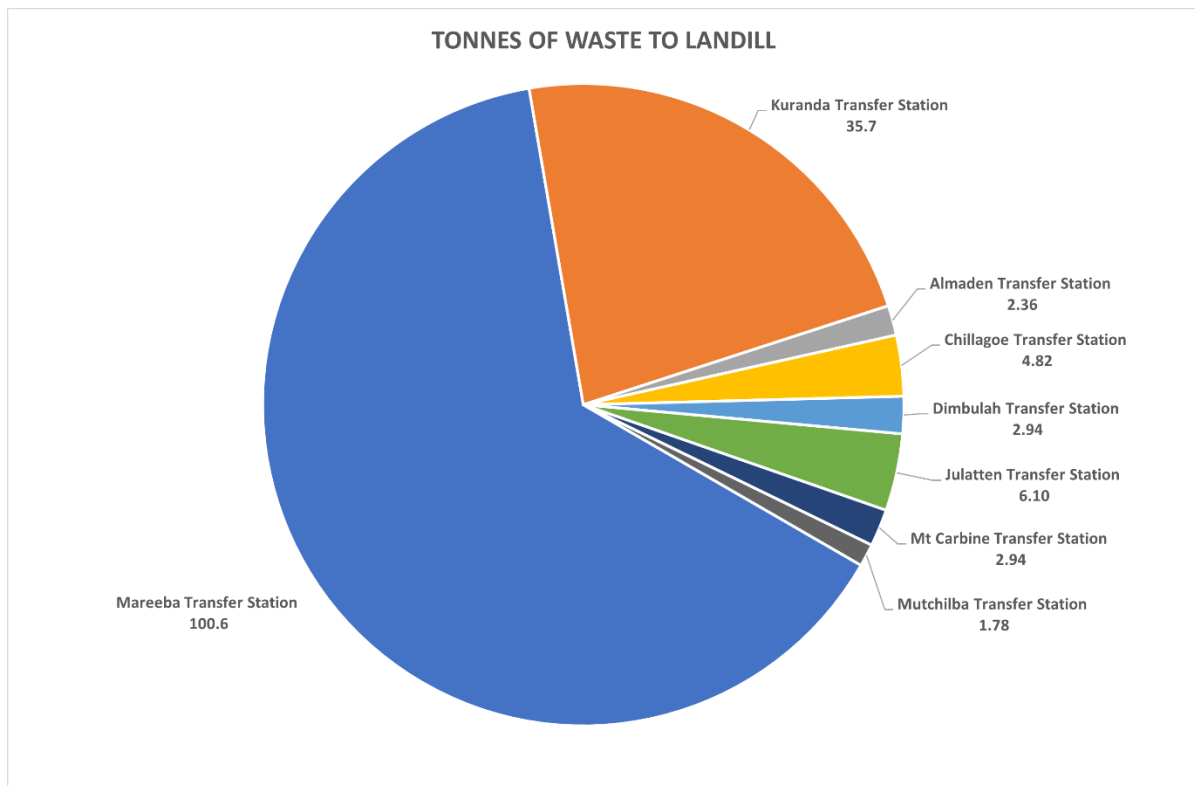
Recycling

Residents continue to recycle at the Transfer Stations. During May the highest count of recyclable items received were 705 DrumMaster chemical drums, 450 litres of engine oil and 409 items of scrap metal.



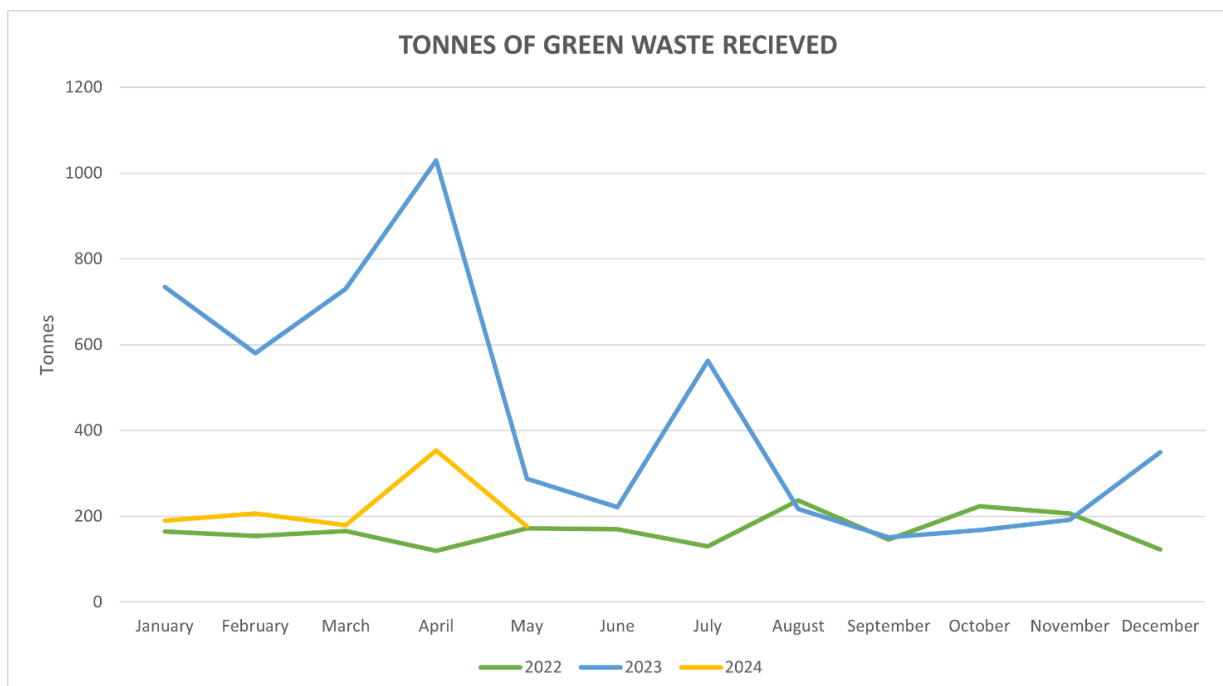
Transfer Station Waste

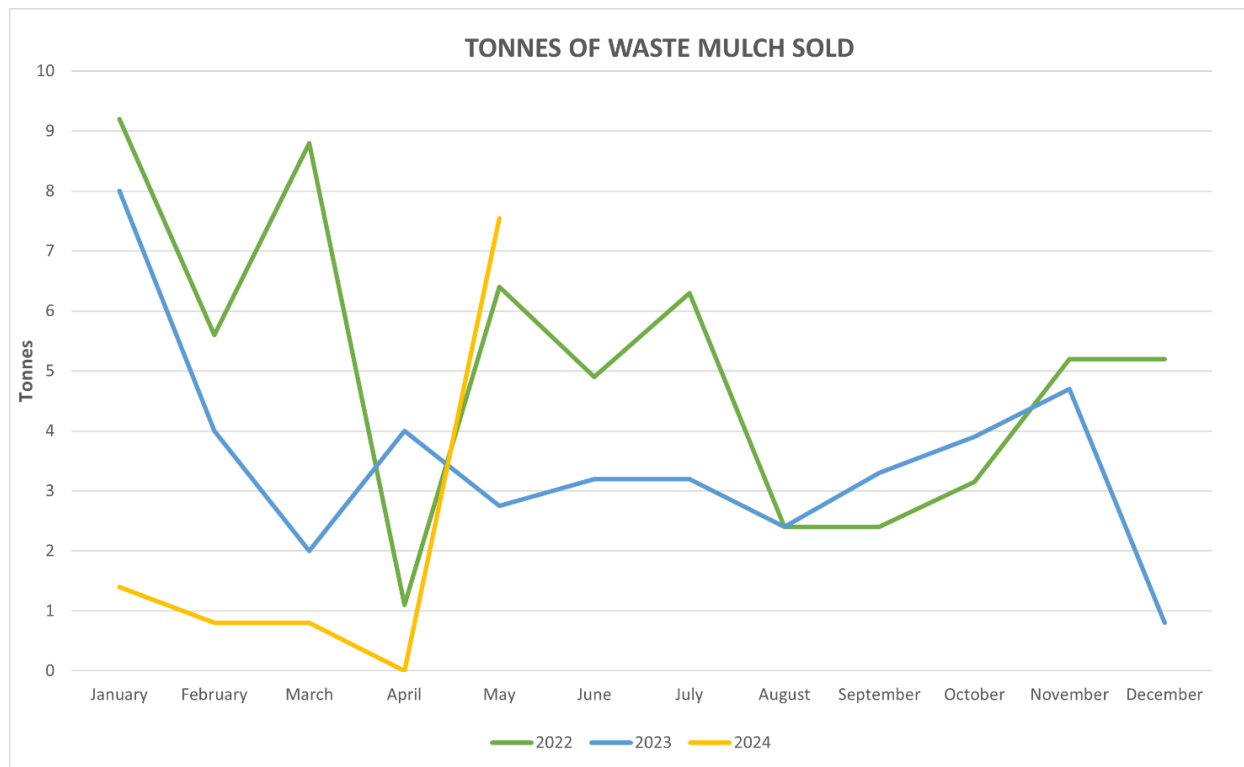
Transfer Station dry waste is transported off site to the Springmount Waste Facility. During May a total of 157 tonnes of waste was sent to landfill. Mareeba Transfer Station contributed to 100.6 tonnes to landfill, and Kuranda 35.7 tonnes.



Green Waste

During May, Council received a total of 177 tonnes of green waste. Kuranda recorded 7.9 tonnes of green waste from locations registered as being potentially contaminated with Electric Ants. 7.55 tonnes of mulch was sold during May.





RISK IMPLICATIONS

Environmental

Council holds an Environmental Authority issued under the *Environmental Protection Act 1994* to operate landfill facilities.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

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

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

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

9.11 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - MAY 2024**Date Prepared:** 7 June 2024**Author:** Manager Works**Attachments:** 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 May 2024.

RECOMMENDATION

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

BACKGROUND

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

Transport InfrastructureGeneral Maintenance

The major maintenance activities carried out in May are listed below;

Activity	Location
Unsealed Road Grading	Ootann Road, Mount Mulligan Road, Braund Road, Wetherby Road, Thornborough-Kingsborough Road, Hales Siding Road, Mount Misery Road, Spring Valley Road, Rasmussen Road, Wessel Road, Pedersen Road, Arbouin Mine Road, Ootann Siding Road, School of Arts Street, Short Street, Bakers Road, Sandridge Road, Stannary Hills Road, Inveradi Road, Davenport Road, Morrow Road, Mount Nolan Road
Slashing	Arriga, Paddy's Green, Mt Carbine, Mareeba, Mt Molloy, Bibbohra, Dimbulah, Julatten, Koah, Kuranda, Mareeba, Mt Molloy, Mutchilba, Paddy's Green, Speewah, Watsonville
Herbicide Spraying	Almaden, Arriga, Chewko, Chillagoe, Dimbulah, Julatten, Kuranda, Mareeba, Mt Molloy, Mutchilba
Tree Clearing/Vegetation Management	Chewko, Dimbulah, Julatten, Kuranda, Mt Molloy, Mutchilba, Speewah
Road Furniture	Dimbulah, Julatten, Koah, Kuranda, Mareeba, Mutchilba, Speewah
Illegal Waste Disposal	Bruce Weir Road, Fantin Road, Santowski Crescent, Ganyan Drive

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.

Due to on-going rain and access difficulties the Queensland Reconstruction Authority has issued an extension of time to the Emergent and Immediate Restoration submissions for Council controlled roads of a further 90 days to 30 June 2024.

At the time of reporting, 245 roads within the shire have recorded expenses for emergent work to temporarily repair damage and maintain access.

Water at Hughes Crossing on the Drumduff Link Road is still approximately 300mm above causeway level. This level will need to drop so crews can gain access to Drumduff Link Road, Drumduff Road and Strathleven Road. Advice from the Queensland Reconstruction Authority is that the emergent period for these roads will commence once accessible.

Generally, all roads in the northern and eastern parts of the shire will have emergent works completed by 30 June.

Cane Haulage Roads – maintenance grading

All unsealed cane haulage roads in the Mareeba area have been graded in preparation for the 2024 Cane Carting season. Some additional maintenance work on Collins Weir Road will be undertaken the start of the new financial year but the road has been graded past the cane producing areas.



Adil Road (23/05/2024)



Lockwood Road (30/05/2024)



Henry Hannam Drive (30/05/2024)



Peters Road (23/05/2024)

Customer Requests

During May, the Works Group received 116 Customer Requests (CRs) with 170 resolved (resolved requests include those received prior to May 2024). The table below shows the number of requests lodged per Works Section for the month.

Month	Roads	Parks and Gardens	Pest Management
May	92	22	2

At the time of reporting, the Works Group had 74 open requests.

TMR Routine Maintenance Performance Contract (RMPC)**89B – Burke Developmental Road (BDR)**

- Eureka Creek Rest Area Servicing - including mowing, brush cutting and litter removal
- Rural slashing full cut both sides Dimbulah to Almaden in preparation for the GWR
- Medium Formation Grading Almaden Gravel Section Ch 591.644 to Ch 588.114 prior to GWR
- Roadside Litter Collection - prior to GWR
- Install rough surface signs /delineation on major scouring
- Emergent Works – Supply, cart, mix, lay and compact gravel from Miriwinni Lime Pit between Mungana and Fergusons Crossing
- Emergent Works – Road inspections, photographing emergent work - Event 24E

32A - Kennedy Highway (Cairns – Mareeba)

- Rest Area Servicing 32A - Edmund Kennedy Bridge

664 – Mareeba-Dimbulah Road

- Remove abandoned vehicle involved in traffic accident
- Rural slashing from Mareeba to Dimbulah. Full cut both sides Mareeba to Dimbulah in preparation for the Great Wheelbarrow Race
- Emergent Works - Ongoing pothole patching as required

653 – Mossman-Mt Molloy Road

- Roadside Litter Collection - Hunter Creek, Environ Park & Lyons Park
- Rest Area - Toilet Servicing - Hunter Creek
- Clear vegetation on the range, boom slash by Contractor MPDT
- Straighten/repair sign posts
- Clean/replace REGPs as required

34B – Mulligan Highway (Mt Molloy – Lakeland)

- Cut up and remove fallen tree from roadside edge and table drain one at Spear Ck and the other at Ch 15.190 prior to slashing.
- Remove abandoned vehicle
- Remove abandoned vehicle involved in traffic accident
- Roadside Litter Collection - 34B - Riffle Creek, Mt Carbine Truck Stop and Bobs Lookout

- Rest Area Servicing - 34B - Riffle Creek, includes toilet cleaning
- Remove large rock and slips from behind fencing at Desailly's Lookout and clear two (2) slips between Desailly's Range to Maitland
- Emergent Works - Ongoing pothole patching as required

34A - Mulligan Highway (Mareeba - Mt Molloy)

- Removal of abandoned
- Remove large rock slip from table drain on LHS of road at Ch: 34.23
- Emergent Works – Road inspections, photographing emergent work - Event 24E
- Emergent Works - Ongoing pothole patching as required

Parks and Open Spaces

Description	Comment
Mowing	Mareeba, Dimbulah, Kuranda, Mt Molloy/Julatten, and Chillagoe now all on scheduled mowing roughly every 18 – 20 days for unirrigated areas and fortnightly in irrigated zones.
Playing fields mowing	Davies Park once per week at 50mm, Borzi Park once per week at 50mm, Firth Park once per week at 40mm.
General maintenance	Hedging, weeding and brush cutting as time permits. Herbicide sprayed at Bicentennial Lakes, Mooraridgi Park, Eales Park, Chewko Road, western Mareeba streets. The majority of Kuranda CBD and streets have been herbicided.
Gurney crew	Additional works as per CRM's - Pressure washed footpaths at Dimbulah and Kuranda CBD.
Projects	Mareeba Library Garden Group have finished all gardens. Irrigation installed at Mareeba Pump Track.
Burials	Mareeba 10 burials – mausoleum wall, in ground and ashes burial.
LOA	There were no LOA's working in May as Council's certified supervisors were on long service leave and annual leave.
Contractors	Bibbohra has been mowed once this month. The Rail Trail, Shaban Park, Mooraridgi Park and Eales Park have been slashed.
Tree maintenance	Trimming of trees in parks and for street sweeping operations.
Fire management	Fire break slashed around Mareeba Industrial Park and Mt Molloy township

Land Protection

- **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.

- **Department of Transport and Main Roads (DTMR) Works:** Work has continued on state-controlled roads for pest weed species identified by DTMR.
 - Burke Developmental Road - Basil bark using diesel and Access on rubber vine and Chinee apple from Almaden to Trimble's Crossing. Foliar spraying using Grazon on smaller plants.
- **Enhancing Biosecurity Collaboration and Capabilities in the Southern Gulf and Western Cape meeting:** Cook Shire Council held the second of the five (5) externally funded meetings for local government areas of Mareeba, Cook, Carpentaria, Kowanyama and Pormpuraaw. Each Council is required to hold meetings in their local government area on topics that effect all councils involved. External assessors will also be reviewing each council's biosecurity capabilities.
- **Gamba Grass Workshop held by Queensland Parks and Wildlife Services:** A two (2) day workshop was held in Mareeba with case studies presented on Gamba Grass management in Queensland and the Northern Territory. Gamba Grass is a high biomass grass that creates an extreme fire danger once seeded. Gamba Grass is listed in Mareeba Shire Community Biosecurity Plan and with the extended wet seasons in the last few years there has been an increase in its spread within the shire.
- **Feral Pigs:** A total of five (5) pigs were trapped during May. Four (4) in the Koah area and one (1) in Speewah.
-



Chinee Apple – Burke Developmental Road

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.

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

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

IMPLEMENTATION/COMMUNICATION

Nil

10 OFFICE OF THE CEO

10.1 OFFICE CLOSURE FOR STAFF FUNCTION

Date Prepared: 27 May 2024
Author: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

This report is presented to Council seeking authorisation is sought to close service centres and libraries for a staff function.

RECOMMENDATION

That Council approves the closure of all Council offices and libraries from 12:30pm on Wednesday 17 July 2024.

BACKGROUND

Council service centres are open to the public throughout the whole of the year, excluding public holidays. The two (2) service centres are Mareeba (65 Rankin Street) and Kuranda (18-22 Arara Street).

The management team have worked very closely with staff to maintain a positive culture and are recommending that service centres close at 12:30pm on Wednesday 17 July 2024 to allow all staff to attend the annual staff function.

Council's after-hours service will operate during the afternoon and staff will be available to deal with critical and emergency issues.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil

Operating

The cost of the function has been included in the budget.

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

If approved, communications will be provided both internally and externally advising of the closure period for the staff function.

10.2 COUNCILLOR ATTENDANCE AT LGAQ ANNUAL CONFERENCE

Date Prepared: 27 May 2024
Author: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to obtain Council approval for the attendance of Councillors at the 2024 Local Government Association Queensland (LGAQ) Annual Conference to be held in Brisbane 21-23 October 2024.

RECOMMENDATION

That Council approves the attendance of Crs Wyatt, Braes, Brown and Davies to the 2024 Local Government Association Queensland (LGAQ) Annual Conference to be held in Brisbane 21 – 23 October 2024.

BACKGROUND

The Annual LGAQ Conference brings together Councils from all parts of the state for professional development and networking, and to debate issues of importance to their communities.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Yes

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

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

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.

10.3 MSC SHOW HOLIDAYS 2025

Date Prepared: 27 May 2024
Author: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

Council has been contacted by the Office of Industrial Relations with regard to the declaration of a Show Holiday for 2025. This report recommends the current situation where three (3) separate dates are allocated across three (3) separate areas of the Shire linking them to the shows closest to them.

RECOMMENDATION

That Council endorses the request to the Office of Industrial Relations to declare the show holidays within the Mareeba Shire for 2025:

1. 8 July 2025 for the parishes of Irvinebank, Myosotis and Western, which links to the Atherton Annual Show;
2. 18 July 2025 for the Mareeba Shire Council area excluding the parishes of Irvinebank, Myosotis, Western, Mowbray, Salisbury, Riflemead and that part of the parish of Garioch located north of Hunter and Rifle Creeks, which links to the Cairns Annual Show; and
3. 21 July 2025 for the parishes of Mowbray, Salisbury, Riflemead and that part of the parish of Garioch located north of Hunter and Rifle Creeks, which links to the Mossman Annual Show.

BACKGROUND

The Holidays Act 1983 provides for the declaration of a show holiday within a Local Government area and Council has been advised that if it wishes to have such a holiday/s declared, a request must be submitted to the State Government.

As the Mareeba Shire does not have an Annual Agricultural, Horticultural or Industrial Show, it has previously linked these holidays to other Annual Shows in the region and has linked specific parishes to specific shows.

Below is an extract from the State Government's Show Holiday listing for 2024 in which the various parishes have dates declared and to which shows they link. These holidays were declared by the State following a request made by the Mareeba Shire Council last year.

9 July	Mareeba Shire - that part of Mareeba district within the parishes of Irvinebank, Myosotis and Western; the communities of Malanda, Atherton and Herberton and the districts of Ravenshoe, Mt Garnet, Millaa Millaa and Yungaburra.	Atherton Annual Show
19 July	Mareeba Shire - excluding the parishes of Irvinebank, Myosotis, Western, Mowbray, Salisbury, Riflemead and that part of the parish of Garioch located north of Hunter and Rifle Creeks.	Cairns Annual Show

22 July	Mareeba Shire - that part of the Mareeba district within the parishes of Mowbray, Salisbury, Riflemead and that part of the parish of Garioch located north of Hunter and Rifle Creeks.	Mossman Annual Show
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RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

The Office of Industrial Relations will be informed of these dates if approved by Council. Should they change the department will be informed.

10.4 MAREEBA MULTICULTURAL FESTIVAL COMMITTEE APPOINTMENT

Date Prepared: 10 June 2024

Author: Communications and Support Officer

Attachments: 1. 21/05/2024 Mareeba Multicultural Festival Committee Meeting Minutes [↓](#)

EXECUTIVE SUMMARY

The Mareeba Multicultural Festival Committee (MMFC) is appointed by Council under the *Local Government Regulation 2012*.

The purpose of the Advisory Committee is to organise the annual Mareeba Multicultural Festival, including attracting sponsors, performers, and food vendors; to advise Council on the delivery of the event; and to promote an environment of cultural inclusiveness.

RECOMMENDATION

That Council:

1. Appoints the following new members to the Mareeba Multicultural Festival Advisory Committee:
 - Andrew Singh
 - Ann-Marie Keating
 - Dan Bird
 - Deanna Maich
 - Kevin Davies
 - Merrilee Frankish
 - Wesley Stiffle
2. Notes the attached Minutes of the Mareeba Multicultural Festival Advisory Committee meetings held on Tuesday, 21 May 2024 and Tuesday, 11 June 2024.

BACKGROUND

The Mareeba Multicultural Festival (MMF) commenced in 1998 and is a highly successful annual event that brings the Far North Queensland community together to celebrate the cultural depth of the region and promotes cultural understanding and mutual respect.

Historically held on the last Saturday in August of each year, the free, one (1) day Festival includes dance and music by hundreds of performers from many different cultural backgrounds. Fabulous food showcasing a range of cuisines is available. Social cohesion, acceptance and mutual understanding are promoted through the sharing of cultural experiences. The Festival will be held on Saturday, 31 August 2024 at Arnold Park, Mareeba.

Mareeba Shire Council supports the delivery of the Festival by providing ongoing event management assistance through the Corporate Communications Officer, as well significant assistance through Council's Stores and Parks and Gardens departments.

Advisory Committee

The Mareeba Multicultural Festival Committee was established in 2008 to organise and host a celebration of cultural diversity highlighting the 75 different cultural backgrounds represented in the Shire, and it has become recognised as one of the most significant events in Mareeba.

With support from local businesses, Council and the Queensland Government, the Festival continues to grow and attracts thousands of visitors to the Shire.

Chaired by Councillor Mary Graham, the current Advisory Committee comprises of the following members:

- Fatima Metou
- Millabelle Krauss
- Nonoa Bejramovic.
- Samanthia Dooley
- Tuaoivasa Ngan-Woo

The current Committee is serving a 3-year term which will conclude in March 2025.

RISK IMPLICATIONS

Legal and Compliance

The purpose of appointing the Mareeba Multicultural Festival organising committee as an advisory committee to Council is to ensure that all risks associated with the conduct of the annual event are appropriately managed. Risk assessment and management is a critical component of the organisation and conduct of any event.

Health and Safety

Council has implemented an Event Management Plan and Community Event Risk Management Hazard Checklist which is utilised for each significant event conducted by Council.

LINK TO CORPORATE PLAN

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

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

IMPLEMENTATION/COMMUNICATION

Formal advice will be provided to all appointees confirming their appointment to the Advisory Committee and the Committee members will undertake volunteer training in 2024.



Mareeba Multicultural Festival Committee MINUTES

An ordinary committee meeting was held on Tuesday, 21 May 2024 at the Mareeba Shire Council Meeting Room commencing at 5.00pm.

PRESENT: Cr Mary Graham (Chair), Fatima, Mayor Toppin, Lindie (MSC), Rochelle Harding (MSC)

ABSENT: Millie, Mary, Daphne, Samantha, Fred

APOLOGIES: Sabrina

ITEM 1	Recruitment for Committee members and volunteers
	See addendum A. Suggest for recruitment to commence, Wednesday, 22 May 2024.
ITEM 2	Applications for stallholders and performers to date
	Eight stallholder applications and five performance applications received to date. All thirteen applications approved.
ITEM 3	Committee Shirts – Quote & Sponsorship
	LJM Design – approved and will seek sponsorship for the printing of the shirts.
ITEM 4	Quotations
	<ol style="list-style-type: none"> 1. Quotations received: <ul style="list-style-type: none"> • Win Network - approved • Banner - approved • Cairns AV Hire – approved • ATM Hire - approved • Bus Transfer – approved • O'Donnell's flyer printing - (500 printed on back) 2. Quotations requested: <ul style="list-style-type: none"> • Cleaners • Security • Food for Chinese group 3. Committee input required <ul style="list-style-type: none"> • Amusements



	Contact the groups and ask if they are prepared to pay a site fee.		
ITEM 5	Grant application, Sponsorships and Donations		
	Committee has received funding from the State Government and will seek sponsorships and donations.		
ITEM 6	Advertising		
	Advertising will continue on social media, with boosted posts to follow. Committee has approved the advertising on WIN network.		
ITEM 7	General Business		
	<ul style="list-style-type: none"> First Aid – Council Officer, Lindie Boonzaaier, has completed a first aid course and can assist with first aid on the day. Respond to the band email. Small donations are provided to the group. Performance time is 15 minutes. 		
ACTION SUMMARY		DUE	RESPONSIBLE
Sponsorship letters.		5 June 2024	Cr Mary Graham & Council Officer
Committee recruitment. Signs for Cr Graham's shop. Email community groups.		5 June 2024	Council Officer Cr Mary Graham
Letters to past performers and stallholders		5 June 2024	Council Officer
Banner + road signs new dates		5 June 2024	Fatima
Install the road signs		5 June 2024	Cr Mary Graham
Recruitment information email draft		5 June 2024	Council Officer
Sponsorship letter for photography to Mulungu		5 June 2024	Cr Mary Graham & Council Officer
Email the Council staff		5 June 2024	Council Officer
Raffle Books		1 July 2024	Council Officer
Call committee members		5 June 2024	Cr Mary Graham
Update letterhead		5 June 2024	Council Officer
TV Ad creation and quotation		5 June 2024	Council Officer

**2024 Meeting Dates**

Day	Date	Notes
Tuesday	25 June 2024	Rochelle Harding to attend
Tuesday	30 July 2024	
Tuesday	13 August 2024	
Tuesday	20 August 2024	
Tuesday	27 August 2024	
Tuesday	31 August 2024	Festival Day!
Tuesday	3 September 2024	Debrief & wrap-up

Meeting finished at 5:39pm.

**Addendum A: Recruitment for Committee members and volunteers****MAREEBA MULTICULTURAL FESTIVAL
SEEKING COMMITTEE MEMBERS*****Mareeba Multicultural Festival***

The Mareeba Multicultural Festival will be held in August 2024, and Mareeba Shire Council is seeking nominations for community members to join the Advisory Committee.

The free, one day Festival includes dance and music by hundreds of performers from many different cultures along with fabulous food showcasing a range of cuisines at the myriad of food stalls.

Advisory Committee

The Mareeba Multicultural Festival Advisory Committee is a dedicated group of volunteers who reflect the diverse cultures of the Mareeba Shire.

Committee Members are required to attend regular meetings and assist with the organisation and delivery of this treasured event.

Interested?

Submit a nomination form, available on Council's website by **5pm on Thursday, 6 June 2024.**

For more information, or assistance please contact Council on 1300 308 461.





MAREEBA MULTICULTURAL FESTIVAL SEEKING COMMITTEE MEMBERS

The Mareeba Multicultural Festival will be held in August 2024, and Mareeba Shire Council is seeking nominations for community members to join the Advisory Committee.

The free, one day Festival includes dance and music by hundreds of performers from many different cultures along with fabulous food showcasing a range of cuisines at the myriad of food stalls.

We are seeking nominations from volunteers who are keen to be a part of this much-loved event.

The Mareeba Multicultural Festival Advisory Committee is a dedicated group of volunteers who reflect the diverse cultures of the Mareeba Shire, and Committee Members are required to attend regular meetings and assist with the organisation and delivery of this treasured event.

For more information, please visit www.msc.qld.gov.au.

Interested?

Submit a nomination form, available on Council's website by 5pm on Thursday, 6 June 2024.

For more information, or assistance please contact Council on 1300 308 461.



Facebook and LinkedIn post



SEEKING COMMITTEE MEMBERS AND VOLUNTEERS

We are seeking nominations from volunteers who are keen to be a part of this much-loved event.





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The Mareeba Multicultural Festival Advisory Committee is a dedicated group of volunteers who reflect the diverse cultures of the Mareeba Shire, and Committee Members are required to attend regular meetings and assist with the organisation and delivery of this treasured event.

Interested?

Submit a nomination form, available on Council's website by **5pm on Thursday, 6 June 2024.**

For more information, or assistance please contact Council on 1300 308 461.



11 CONFIDENTIAL REPORTS

Nil

12 BUSINESS WITHOUT NOTICE

13 NEXT MEETING OF COUNCIL

14 FOR INFORMATION**14.1 SUMMARY OF NEW PLANNING APPLICATIONS & DELEGATED DECISIONS FOR THE MONTH OF MAY 2024**

Date Prepared: 3 June 2024

Author: Senior Planner

Attachments: Nil

Please see below information.

Summary of new Planning Development Applications and Delegated Decisions for May 2024

New Development Applications					
Application #	Lodgement Date	Applicant/ Address	Property Description	Application Type	Status
MCU/24/0010	3/05/2024	C and C Pratt T/AS Emerald Creek Ice Creamery C/- Scope Town Planning 3946 Kennedy Highway Mareeba	Lot 2 on SP310235	MCU - Club	Confirmation Stage
MCU/24/0011	7/05/2024	David Ives C/- Freshwater Planning 264 Boyles Road Kuranda	Lot 1 on RP725853	MCU – Home Based Business (Bed and Breakfast)	Decision Stage
MCU/24/0012	20/05/2024	Silvano Pinease C/- Scope Town Planning 76-82 and 84-128 Kennedy Street Dimbulah	Lot 1 & Lot 2 on RP744876	MCU – Tourist Park (up to 74 persons maximum)	Public Notification Stage
RAL/24/0005	10/05/2024	Wong Lau Developments Pty Ltd C/- U&I Town Plan 136 Fantin Road Koah	Lot 174 & Lot 175 on NR5801	ROL – (2 lots into 3 lots)	Assessment Stage
RAL/24/0006	22/05/2024	Michael Standen 212 Pin Road Mutchilba	Lot 473 on RP900988	ROL – (1 into 2 Lots)	Application Stage
RAL/24/0007	28/05/2024	Dylan Wearmouth 22 Devil Devil Close Julatten	Lot 38 on RP747819	ROL – (1 into 2 Lots)	Application Stage
OPW/24/0002	10/05/2024	Douglas Graham & Katherine Graham C/- Applin Consulting 9 Kenneally Road Mareeba	Lot 1 on RP725088	Operational Works Stage 1 (Related to RAL/23/0001)	Application Stage

Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
MCU/24/0008	7/05/2024	G Avolio C/- Northern Building Approvals	34 Strattmann Street Mareeba	Lot 36 on M35630	MCU – Dual Occupancy
RAL/24/0004	23/05/2024	Penn Renovations Pty Ltd TTE Karen Penn	16 Troughton Street Mareeba	Lot 42 on M35652	ROL – (1 into 2 Lots)
MCU/24/0011	30/05/2024	David Ives C/- Freshwater Planning	264 Boyles Road Kuranda	Lot 1 on RP725853	MCU – Home-Based Business (Bed and Breakfast)

May 2024 (Regional Land Use Planning)

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

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

Referral Agency Response Decision Notices issued under Delegated Authority					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
CAR/24/0008	3/05/2024	Rachel A Barwick C/- Jamie Carroll	265 Hastie Road Mareeba	Lot 2 on SP306263	Referral agency response for building work assessable against the Mareeba Shire Council Planning Scheme 2016 (Class 10a Shed GFA and Height Dispensation)
CAR/24/0009	14/05/2024	M McDougall and L Lynch C/- Emergent Building Approvals	130 McGrath Road Mareeba	Lot 5 on RP736571	Referral agency response for building works assessable against the Mareeba Shire Council Planning Scheme 2016 - flood hazard overlay code
CAR/24/0010	14/05/2024	Mareeba Sheds and Gas C/- Emergent Building Approvals	4 Ferretti Close Mareeba	Lot 8 on RP739488	Referral agency response for building work assessable against the Mareeba Shire Council Planning Scheme 2016 (Class 10a Shed GFA Dispensation)

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

Survey Plans Endorsed					
Application #	Date	Applicant	Address	Property Description	No of Lots
RAL/23/0003	14/05/2024	Roy Gorry C/- Veris	12 Barnwell Road Kuranda	Lots 1 and 2 on SP345162 (Cancelling Lot 1 on SP218094)	2

May 2024 (Regional Land Use Planning)