



Ordinary Meeting

Council Chambers
Date: 20 December 2017
Time: 9:00am

AGENDA - PART 2

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CORPORATE AND COMMUNITY SERVICES

GOVERNANCE AND COMPLIANCE

ITEM-11 COMPLAINT MANAGEMENT POLICY AND COMPETITIVE NEUTRALITY COMPLAINT POLICY

MEETING: Ordinary

MEETING DATE: 20 December 2017

**REPORT OFFICER'S
TITLE:** Manager Development and Governance

DEPARTMENT: Corporate and Community Services

EXECUTIVE SUMMARY

A review of Council's existing Complaints Management Policy and Competitive Neutrality Policy has resulted in the development of revised policies. These updated policies are presented for Council's ratification.

OFFICER'S RECOMMENDATION

"That Council adopt the Administrative Action Complaint Management Policy and Competitive Neutrality Complaint Policy."

BACKGROUND

Both Policies have been reviewed as part of the scheduled review process. Council recognises that effective complaints management is integral to good customer service and therefore values all complaints. While Council encourages a proactive approach to complaints management, the objective of the administrative action complaints process and the competitive neutrality complaints process is to ensure that the correct legislation, policies and procedures are followed to make lawful and reasonable decisions, and adherence to the competitive neutrality principles defined in the *Local Government Act 2009* and the *Local Government Regulations 2012* is achieved.

Recent recommendations from the Queensland Ombudsman regarding a Complaints Management System Audit have been taken into consideration during the development of this report.

The Competitive Neutrality Complaints Management Policy has been rewritten for ease of reading and identifies Queensland Productivity Commission and their responsibilities to Council per the Local Government Regulations 2012.

The two (2) policies are presented for Council's consideration and adoption.

LINK TO CORPORATE PLAN

GOV 5:- Conduct a work management systems and procedures review to develop an efficient organisation supported by cost effective work practices and systems

CONSULTATION*Internal*

Executive Management Team
Customer Service

External

Nil

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

The Administrative Action Complaint Management Policy has been developed to meet the requirements as set out in Section 268(1) of the Local Government Act 2009 to adopt a process for resolving administrative action complaints. Section 306 of the Local Government Regulation 2012 defines the local government must adopt:

- (a) A complaints management process that effectively manages complaints from their receipt to their resolution; and
- (b) Written policies and procedures supporting the complaints management process.

The Competitive Neutrality Complaint Management policy has been developed to meet the requirements a set out in Section 48 of the Local Government Act 2009 to adopt a process for resolving competitive neutrality complaints. Chapter 3 Part 2 Division 7 Subdivision 2 of the Local Government Regulation 2012 defines the process.

POLICY IMPLICATIONS

The Administrative Action Complaint Management Policy and Competitive Neutrality Complaint Policy will replace the existing policies that were adopted on 4 November 2014 and 7 May 2014 respectively.

FINANCIAL & RESOURCE IMPLICATIONS*Capital*

Nil

Operating

Nil

IMPLEMENTATION/COMMUNICATION

The new policies will be communicated to relevant staff and training will be offered in delivering the processes endorsed. The policies will also be available on Council's website.

ATTACHMENTS

1. Administrative Action Complaint Management Policy
2. Competitive Neutrality Complaint Policy

Date Prepared: *8 December 2017*

ATTACHMENT 1**Administrative Action Complaint
Management Policy**

| | | | |
|---------------------|---|----------------|------------------|
| Policy Type | Council Policy | Version: | 1.0 |
| Responsible Officer | Manager Development and Governance | Date Approved: | 20 December 2017 |
| Review Officer: | Director Corporate and Community Services | Review Due: | 20 December 2021 |
| Author: | Manager Development and Governance | Commencement: | |
| Document Number: | | Published: | External |

1. PURPOSE

The Administrative Action Complaint Management Policy has been developed to meet the requirements as set out in Section 268(1) of the Local Government Act 2009 to adopt a process for resolving administrative action complaints. Section 306 of the Local Government Regulation 2012 defines the local government must adopt –

- (a) A complaints management process that effectively manages complaints from their receipt to their resolution; and
- (b) Written policies and procedures supporting the complaints management process.

2. POLICY STATEMENT

Council recognises that effective complaints management is integral to good customer service and therefore values all complaints. While Council encourages a proactive approach to complaints management, the objective of the administrative action complaints process is to ensure that the correct legislation, policies and procedures are followed to make a lawful and reasonable decision.

The Complaints Management Process governed by this policy aims to:

- Be fair and objective. All complaints are considered on their merits and the principles of natural justice are observed;
- Support continuous improvement. Where applicable, the outcomes from a complaints management process are applied to improve business operations, policies and procedures;
- Be open and accountable. The decisions and outcomes regarding a complaint are made available to the affected person, subject to statutory provisions;
- Be accessible and simple to understand. The process facilitates feedback from the community in a form that encourages participation.

3. PRINCIPLES

Mareeba Shire Council (Council) will endeavour to ensure that:

- All complaints are treated with appropriate respect for the confidentiality and privacy of the parties involved;
- Anyone who is dissatisfied with a decision or action of Council can easily lodge a complaint;
- Complainants are provided with information on the complaints process via the Council website including information about how to make a complaint and how complaints are managed;
- All complainants will be offered assistance in lodging a complaint;

Administrative Action Complaint Management Policy

- Each complaint is recorded and initially assessed in terms of its priority, complexity and degree of urgency;
- Complaints will be responded to as quickly as possible and in accordance with the timeframes set out in the administrative action complaints process;
- Complainants will be informed of the complaint outcome, decision and reasons for the decision. The complainant will also be provided information about available review options.
- Complainants will not suffer any reprisal from Council;
- Complaints are properly monitored to enable the continuous improvement of Council services and processes.

4. SCOPE

For the purposes of this policy, an Administrative Action Complaint is:

- an expression of dissatisfaction with the quality of service Council has provided, or failure to provide a service; or
- any form of misconduct by employees or agents.

Administrative matters do not include:

- Requests for information
- Requests for service
- Suggestions
- Enquiries
- Petitions
- Comments submitted during formal consultation or negotiation processes
- Councillor conduct

The following complaints will be managed separately from this policy:

- Corruption complaints that are required to be dealt with under the Crime and Corruption Act 2001;
- Competitive neutrality complaints;
- Public Interest Disclosures (PIDS) made under the Public Interest Disclosure Act 2010;
- Internal complaints relating to staff conduct (i.e. Code of Conduct matters) will be actioned as per the relevant policies;
- Social media comments.

5. DEFINITIONS

Administrative action complaint is a complaint that:

- (a) is about an administrative action of a local government, including the following,
 - i. a decision, or a failure to make a decision, including a failure to provide a written statement of reasons for a decision;
 - ii. an act, or a failure to do an act;
 - iii. the formulation of a proposal or intention;
 - iv. the making of a recommendation; and
- (b) is made by an affected person.

Affected person is a person who is apparently directly affected by an administrative action of Council.

Competitive neutrality complaint is a complaint that:

- (a) relates to the failure of a local government to conduct a business activity in accordance with the competitive neutrality principle; and
- (b) is made by an affected person.

Administrative Action Complaint Management Policy

Complaint is an expression of dissatisfaction, orally or in writing, by a person who is directly affected by an administrative action of Council or its staff (including contractors and volunteers), including a failure to take action.

Enquiry is a request for clarification, advice, information or further information about Council services, policies or procedures. Enquiries can usually be resolved in a one-off communication.

Frivolous complaint shall mean a complaint which is considered to be either minor, lacking in substance or without merit and therefore not worthy of any further action.

Inappropriate conduct is conduct that is not appropriate for a representative of a local government, but is not misconduct. Types of conduct that comprise inappropriate conduct include:

- failing to comply with Council's Code of Conduct;
- not following procedures and/or behaving in an offensive or disorderly manner.

Misconduct is conduct that affects the performance of a person's duties. It represents a breach of trust, misuse of information or a failure to comply with the principles of the *Local Government Act 2009*.

Misconduct is the conduct of a person that meets any of the following criteria:

1. adversely affects the honest and impartial performance of the individual's responsibilities;
2. is a breach of the trust placed in the person;
3. is a misuse of information or material acquired by the individual whether for personal benefit or the benefit of someone else;
4. is a repeat case of inappropriate conduct;
5. in the case of a councillor, involves a failure by the councillor to notify Council of alleged misconduct, material personal interest or conflict of interest of another councillor.

Official misconduct is conduct that could, if proved, be:

1. a criminal offence; or
2. serious enough to justify dismissal of the person from their position.

Procedural fairness is concerned with the procedures used by a decision-maker, rather than the actual outcome reached. It requires that a fair and proper procedure be used when making a decision. A decision-maker who follows a fair procedure is more likely to reach a fair and correct decision.

The rules of procedural fairness require:

- (a) a hearing appropriate to the circumstances;
- (b) lack of bias;
- (c) evidence to support a decision; and
- (d) inquiry into matters in dispute.

Queensland Ombudsman is an independent complaints investigation agency.

Regional Conduct Review Panel is a body, created under the *Local Government Act 2009*, that is responsible for hearing and deciding a complaint of misconduct by a councillor.

Vexatious complaint shall mean a complaint, which is considered to be made maliciously, regardless of its merits, primarily to embarrass, annoy or place an unreasonable burden on a respondent, and therefore not worthy of any further action.

Administrative Action Complaint Management Policy

6. RELATED DOCUMENTS AND REFERENCES

- *Local Government Act 2009*
- *Public Sector Ethics Act 1994*
- *Crime and Corruption Act 2001*
- *Public Interest Disclosure Act 2010*
- *Mareeba Shire Council Councillor Code of Conduct*
- *Mareeba Shire Council Employee Code of Conduct*

7. COMPLAINTS MANAGEMENT PROCEDURE

Mareeba Shire Council is committed to managing all complaints quickly and efficiently. The objectives of this procedure are to:

- Ensure the complaint management process is fair, objective, transparent and consistent;
- Facilitate the use of information obtained from the complaints management process to improve overall service delivery; and
- Ensure that complaints are responded to in a timely manner.

Council will not tolerate abusive or disrespectful behaviour towards Council employees from any person involved in the complaint management process.

7.1 HOW TO MAKE A COMPLAINT

A complaint may be made:

- In person to a Customer Service Officer located at one of Council's Customer Service Centres
- By telephone to Council's general service number: 1300 308 461
- In writing by letter to:
Chief Executive Officer
Mareeba Shire Council
PO Box 154
MAREEBA QLD 4880
- By email to: info@msc.qld.gov.au

All complaints will be lodged in Council's Complaints Management system at the time of receipt and, for complaints received in writing or via email, an acknowledgement will be sent within five (5) working days of receiving the complaint.

Council acknowledges that in certain circumstances a person may prefer to remain anonymous when making a complaint. This is not encouraged as it can compromise the quality of the investigation. However, Council respects this right and will investigate all complaints received.

7.2 LANGUAGE ASSISTANCE

If language assistance is required to communicate with Council, support is available for people from non-English speaking backgrounds by calling the National Translating and Interpreting Service (NTIS) on 13 14 50. Advise the NTIS of the preferred language and ask to speak with Mareeba Shire Council on 1300 308 461.

Administrative Action Complaint Management Policy**7.3 LODGING A COMPLAINT ON BEHALF OF ANOTHER PERSON**

If an affected person is unable to lodge a complaint personally, due to poor health, distance, language, legal or other reasons, the complaint may be lodged by another person or agent on their behalf.

An officer who receives a complaint will take all reasonable steps to confirm that the person claiming to act on behalf of the affected person has the appropriate authority to do so. Written authorisation by the affected person must be provided for more serious complaints or matters that may involve disclosing personal information.

If a complaint is formally lodged by an authorised agent, such as a solicitor or accountant acting on behalf of the affected person, responses will be provided directly to that agent.

7.4 ACCESS TO COMPLAINTS INFORMATION

Once finalised, summary records of complaints that have not been assessed as being about a frivolous matter or as having been made vexatiously and that would not be governed by the *Public Interest Disclosure Act 2010*, are available to the public. The information made available will be governed by the *Information Privacy Act 2009* (Queensland) and will not be attributable to specific individuals. The information will be available:

- at Council service centres;
- on Council's web site.

7.5 COMMUNICATION

Managers and relevant administrative support staff will receive training on how to handle complaints that they may receive. More detailed training, for example, training in ethical decision making, investigations/interviewing techniques and Council's Complaint Management Process will be provided to those staff members that are expected to play a more active role in resolving complaints. This Policy will be published on Council's website.

7.6 REPORTING

The Manager Development and Governance will provide regular performance reporting to Council's Executive Management Team (EMT) as part of its Continuous Improvement Program.

The following information will be provided to EMT on a quarterly basis:

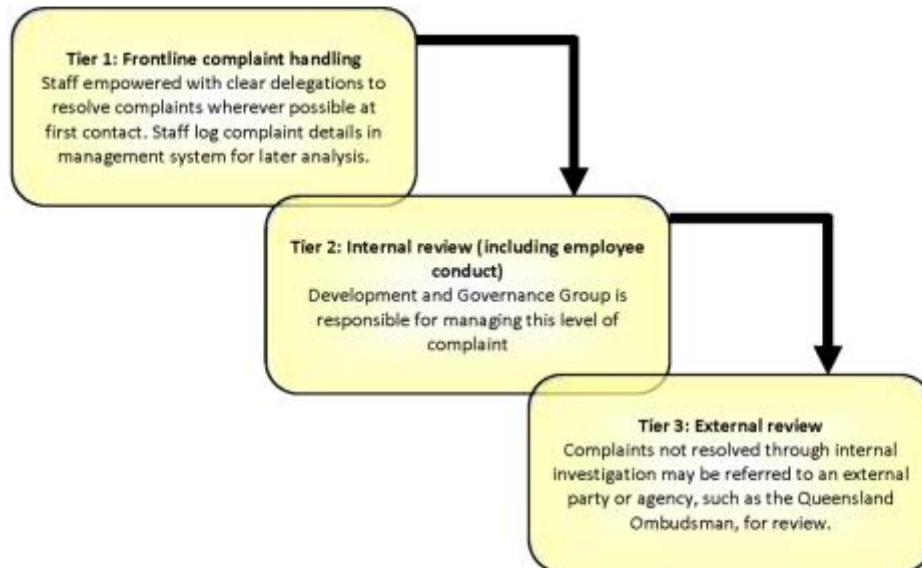
- number of complaints per month and year;
- time taken to complete complaints;
- trends and significant outcomes.

In addition, the following information will be provided in Council's Annual Report:

- Council's commitment to dealing fairly with complaints;
- a statement about how Council has implemented its complaints management process, including an assessment of its performance in resolving complaints;
- the number of complaints made in the financial year;
- the number of complaints resolved in the financial year;
- the number of complaints not resolved in the financial year;
- the number of complaints not resolved in the financial year that were made in the previous financial year.

Administrative Action Complaint Management Policy**8. PROCESSING AN ADMINISTRATIVE ACTION COMPLAINT**

Council has adopted a three tiered approach to complaint management with the majority of complaints being resolved at the first tier.



Tier 1 - Frontline Complaint Handling occurs where a complaint is received about:

- an expression of dissatisfaction with the quality of the service provided; or
 - that is currently being conducted by Council;
 - has been provided by Council in the past; or
 - lack of Council service in regards to an initial request.
- an expression of dissatisfaction with Council's communication.

Tier 2 - Internal Review occurs when a review of a complaint is required to be undertaken by the Development and Governance Group. All complaints regarding misconduct by employees or agents are managed at this level.

Tier 3 - External Review occurs where complaints cannot be resolved internally or where the complainant is not satisfied with the outcome.

8.1 ASSESSMENT OF A COMPLAINT

The three tier complaints process is relevant for all administrative action complaints; the following are of particular note in assessing all complaints:

8.1.1 Staff conduct

Complaints regarding staff conduct are classified as tier 2 and will be referred to the appropriate department.

Administrative Action Complaint Management Policy**8.1.2 Protecting whistle-blowers**

Staff involved in investigating a complaint made by a whistle-blower, or any employee who, in good faith, provides information to their manager or another senior officer concerning possible improper behaviour, will take care to manage the information and protect the rights of the individual involved.

8.2 TIER 1 – FRONTLINE HANDLING

A complaint received by Council should be referred to the relevant business area for response. The officer handling the complaint should attempt to resolve the matter either during or at the conclusion of their investigation. Types of remedies (more than one may be applied) include:

- admission of fault;
- explanation;
- apology;
- change of decision;
- change to policy or procedure;
- repair / rework / replacement;
- technical assistance.

The officer handling the complaint is responsible for the capture and recording of the data related to the complaint and responding appropriately to the complainant. If the affected person is satisfied with the response, no further action is required.

All complaints, no matter how trivial, must be logged in Council's Complaint Management system to ensure that the information is available for review and assessment at a later date.

The manager of the relevant business area is responsible for ensuring all complaints are resolved appropriately and within the defined timeframe.

8.2.1 Advice to complainant

The complainant is to be provided with an acknowledgement of their complaint within five (5) working days of receipt. This will include, where possible, an indication of the approximate time it will take to respond to the complaint.

A simple complaint lodged verbally (by telephone or at a service counter) may be responded to in the same manner. Appropriate file notes, including reasons for a decision, are required. Complaints of a more serious nature will be responded to in writing.

The officer investigating a complaint should provide advice of the decision, including reasons for the decision and any remedies, to the complainant as soon as practicable after the completion of the investigation.

The advice should also include the review options available to the complainant. That is, if the complainant is not satisfied that the complaint has been resolved, a request for an internal review may be made in writing to the Development and Governance Group.

Administrative Action Complaint Management Policy**8.2.2 Tier 1 Complaint Types and Service Delivery Standards****8.2.2.1. Low Complexity Complaints**

Response time - maximum of 10 business days

Low complexity complaints require little investigation and can be readily addressed through the provision of information, or verbally negotiating the desired outcome; a written response may not be required. Low complexity complaints should be managed by the relevant business area.

8.2.2.2. Medium Complexity Complaints

Response time - maximum 30 business days

Medium complexity complaints typically require some research and may require negotiation/facilitated discussion with the complainants, or consultation with other areas of Council. They typically include issues that relate to a single incident or decision. Medium complexity complaints may consist of a small number of related issues. A written response is required.

8.2.2.3. High Complexity Complaints

Response time - maximum 45 business days

High complexity complaints are matters that are very complex in nature and may comprise of a multitude of related issues, or include possibly systemic concerns. These matters will typically involve complainants providing very detailed and lengthy background information that requires time to assess.

A formal investigation may be required, and may involve interviews or discussions with staff and other relevant persons, including external consultation.

8.3 TIER 2 – INTERNAL REVIEW (INCLUDING ALL EMPLOYEE CONDUCT)

If the complaint cannot be resolved through frontline handling, it will be escalated for internal review or investigation. In this case, the complaint will be allocated to the Development and Governance Group, who will manage the investigation.

Employee conduct complaints are sensitive in nature and will be escalated directly to Tier 2.

The assigned investigating officer must be more senior in position than any staff that may fall within the ambit of the complaint and not be subject to any real or perceived conflict of interest in relation to the matter being investigated.

If a complaint is escalated to Tier 2, then the relevant director will be informed unless doing so will compromise the investigation.

The investigating officer will ensure that the complainant is provided with a confirmation of acknowledgement of receipt of their complaint within five (5) working days of receiving it. This will include, where possible, an indication of the approximate time it will take to respond to the complaint. Notwithstanding this requirement, the exact timeframe for completing a Tier 2 review is dependent on the particular circumstances, including the seriousness, urgency and complexity of the matters to be investigated. The investigating officer will keep the complainant informed of the progress of the investigation.

Administrative Action Complaint Management Policy

Upon completion of the Tier 2 review, the investigating officer will consider all available evidence, make a decision or recommendation and provide a report on the findings to the CEO and relevant director.

8.3.1 Investigating a complaint

The investigation of a complaint will be undertaken by the investigating officer in an independent, impartial and objective manner. The officer may, if considered appropriate in the circumstances, undertake mediation between the parties with a view to resolving a complaint. The officer will not act as an advocate for the complainant, Council nor for any Council officer nor councillor that is the subject of the complaint.

The investigation of a Tier 2 complaint will typically involve the following stages:

- deciding on the most appropriate course of action for conducting the investigation;
- information gathering, including discussions and interviews with the complainant, Council personnel and third parties (when relevant) and examining relevant laws and Council policies and procedures;
- analysis of all relevant information obtained;
- formulation of findings and any recommendations for consideration;
- preparation of a report on the results of the investigation, or the outcome of the review if it was resolved during the complaints process or was withdrawn by the complainant.

The investigating officer will adhere to the principles of procedural fairness and natural justice when conducting an investigation and will ensure that confidentiality of the investigation is maintained to the extent that it can be reasonably achieved, subject to overarching legal requirements regarding the disclosure of information.

The complainant will be advised of the final decision and provided with a Statement of Reasons that describes:

- the relevant Council policies, local laws and other statutory provisions, such as sections of legislation or regulations;
- correspondence and other communications relating to the complaint;
- evidence and other material available to Council;
- findings of fact;
- any decisions made by Council in regard to the complaint; and
- the reasons for Council's decisions.

If the complaint is sustained, the complainant will also be advised of:

- any remedy to be made available to them;
- if applicable, the circumstances and timeframe in which the remedy will be made available; and/or
- whether the investigation identified the need to revise any of Council's policies, procedures or practices to prevent similar complaints arising, including details of the proposed revision and the timeframe for implementation.

If the complainant is satisfied with the Statement of Reasons, no further action is required.

Administrative Action Complaint Management Policy**8.3.2 Allegations of inappropriate conduct or misconduct**

In the case that an investigation into an allegation of inappropriate conduct or misconduct determines that the complaint is sustained, the relevant supervisor will address the issue with the member of staff. For more serious allegations, the complaint will be reviewed with consideration of Council's Code of Conduct and any breaches will be referred to the Human Resources Group.

8.3.3 Official misconduct

An allegation of official misconduct will be referred to the Organisational Development group and where appropriate to the Crime and Corruption Commission Queensland.

8.4 TIER 3 – EXTERNAL REVIEW

If the affected person is not satisfied that a complaint has been satisfactorily resolved, he/she will be informed of any further review mechanisms that are available and given details of any statutory right of review. In some instances, complaints lodged with an external complaint entity such as the Queensland Ombudsman may be referred back to Council to investigate in line with Council's Complaints Management Policy and Processes.

9. REVIEW

It is the responsibility of the Development & Governance Manager 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.

ATTACHMENT 2**Competitive Neutrality Complaint
Management Policy**

| | | | |
|---------------------|---|----------------|------------------|
| Policy Type | Council Policy | Version: | 1.0 |
| Responsible Officer | Manager Development and Governance | Date Approved: | 20 December 2017 |
| Review Officer: | Director Corporate and Community Services | Review Due: | 20 December 2021 |
| Author: | Manager Development and Governance | Commencement: | |
| Document Number: | | Published: | External |

1. PURPOSE

The Competitive Neutrality Complaint Management Policy has been developed to meet the requirements a set out in Section 48 of the Local Government Act 2009 to adopt a process for resolving competitive neutrality complaints. Chapter 3 Divisions Part 2 Division 7 Subdivision 2 of the Local Government Regulation 2012 defines the process.

2. POLICY STATEMENT

Council recognises that effective complaints management is integral to good customer service and therefore values all complaints. While Council encourages a proactive approach to complaints management, the objective of the competitive neutrality complaints process is to ensure that Council is adhering to the competitive neutrality principles.

The Complaints Management System governed by this policy aims to:

- Be fair and objective. All complaints are considered on their merits and the principles of natural justice are observed
- Support continuous improvement. Where applicable, the outcomes from a complaints management process are applied to improve business operations, policies and procedures.
- Be open and accountable. The decisions and outcomes regarding a complaint are made available to the affected person, subject to statutory provisions.
- Be accessible and simple to understand. The process facilitates feedback from the community in a form that encourages participation.

3. PRINCIPLES

MSC will endeavour to ensure a commitment to a complaints management system that ensures the transparent, effective and timely resolution of complaints, and that contributes to continuous improvement of Council's services

Competitive Neutrality Complaint Management Policy

4. SCOPE

This policy applies to Competitive Neutrality Complaints regarding Business Activities undertaken by MSC that are in direct competition or have the potential to be in competition, with the private sector.

The below complaints will be managed separately from this policy; these include:

- Corruption complaints that are required to be dealt with under the Crime and Corruption Act 2001
- Administrative Action Complaints
- Public Interest Disclosures (PID5) made under the Public Interest Disclosure Act 2010
- Internal complaints relating to staff conduct (i.e. Code of Conduct matters) will be referred to the relevant policies
- Social media comments
- Customer Requests

5. DEFINITIONS

The **code of competitive conduct** is the code described in section 47 of the Local Government Act 2009 and Division 7 of Part 2 of Chapter 3 of the Local Government Regulation 2012.

A **competitive neutrality complaint** is a complaint that:

- relates to the failure of Council to conduct a business activity in accordance with the competitive neutrality principle; and
- is made by an affected person.

An **affected person** is:-

- (a) a person who
 - i. competes with the local government in relation to the business activity; and
 - ii. claims to be adversely affected by a competitive advantage that the person alleges is enjoyed by the local government; or
- (b) a person who
 - i. wants to compete with the local government in relation to the business activity; and
 - ii. claims to be hindered from doing so by a competitive advantage that the person alleges is enjoyed by the local government.

The **competitive neutrality principle** is used when Council applies the code of competitive conduct to its business activities. Council must apply the competitive neutrality principle to the business activity including by:

- removing any competitive advantage or competitive disadvantage, wherever possible and appropriate; and
- promoting efficient use of resources to ensure markets are not unnecessarily distorted.

QPC means the Queensland Productivity Commission established under the Queensland Productivity Commission Act 2015, section 6.

Significant business activity is a business activity of Council that—

- (a) is conducted in competition, or potential competition, with the private sector; and
- (b) meets the threshold prescribed under a regulation.

However, a significant business activity does not include a business activity that is—

- (a) a building certifying activity; or
- (b) a roads activity; or
- (c) related to the provision of library services.

Competitive Neutrality Complaint Management Policy

5.1 RELATED DOCUMENTS AND REFERENCES

The relevant legislation and documentation relevant to adoption and operation of the Competitive Neutrality Complaint Management Policy includes, but is not limited to:

- Local Government Act 2009
- Local Government Regulations 2012

6. COMPETITIVE NEUTRALITY COMPLAINTS MANAGEMENT PROCESS

6.1 HOW TO MAKE A COMPLAINT

A complaint may be made:

- In writing by letter to:
Chief Executive Officer
Mareeba Shire Council
PO Box 154
MAREEBA QLD 4880
- By email to: info@msc.qld.gov.au

All complaints will be lodged in Council's Complaints Management System at the time of receipt and, for complaints received in writing or via email, an acknowledgement will be sent within five (5) working days of receiving the complaint.

Council will deal with competitive neutrality complaints following the process set out in Division 7 of Part 2 of Chapter 3 of the Local Government Regulation 2012.

Council will assist and encourage people to make competitive neutrality complaints by providing them with information about how to contact the Queensland Productivity Commission (QPC) and about the steps they must take to lodge a complaint with the QPC, including that they must provide the QPC with:

- (a) details of the Council's business entity's alleged failure to comply with the competitive neutrality principle in conducting the business activity the subject of the competitive neutrality complaint; and
- (b) information that shows:
 - i. that the person is, or could be, in competition with the Council's business entity; and
 - ii. how the person is, or may be, adversely affected by the Council's business entity's alleged failure; and
 - iii. that the person has made a genuine attempt to resolve the complaint directly with Council.

In addition to advising a person about how to make a competitive neutrality complaint to the QPC, the Council will itself refer to the QPC as soon as practicable any details of the competitive neutrality complaint that the person has provided to the Council.

Competitive Neutrality Complaint Management Policy**6.2 EARLY RESOLUTION PROCESS**

The preliminary procedure, for affected persons to raise concerns about alleged failures of any business activity to comply with the relevant competitive neutrality principles in conducting the activity. Council will follow the following early resolution process:

- (a) Acknowledgment of the receipt of the concerns in writing and advising the complainant that the concerns are being investigated;
- (b) In undertaking the investigation, the review officer shall seek to establish the facts relating to the expressed concerns, including meeting with affected parties and data collection;
 - i. The review officer shall prepare a proposed response to the concerns and, within a reasonable period of time, obtain the complainant's views on the proposed response;
 - ii. The review officer shall submit a report to the Chief Executive Officer on the concerns, together with a proposed response and the views of the complainant on the proposed response; and
 - iii. The Chief Executive Officer shall make a response to the affected person, or direct the review officer to make a response.

6.3 QPC AND COUNCIL

The Council will assist the QPC to investigate and resolve each competitive neutrality complaint.

If the QPC provides a report to the Council about an investigation into a competitive neutrality complaint, the Council will make a copy of that report available as soon as practicable for inspection at the Council's public Office and Customer Service Centres.

The Council will consider any report provided by the QPC within (1) one month of receiving the report. The Council will decide by resolution whether to implement the recommendations contained in that report, stating the reasons for its decision.

The Council will within (7) seven working days of making the resolution, give notice about it to:

- The person who made the competitive neutrality complaint; and
- The QPC.

6.4 REGISTER OF COMPETITIVE NEUTRALITY COMPLAINTS

The Council will maintain a register of business activities to which the competitive neutrality principle applies that states:

- the business activities to which the Council has applied the competitive neutrality principle, and the date from which the competitive neutrality principle applied to each business activity;
- the business activities to which the code of competitive conduct applies, and the date from which the code applied to each business activity; and
- a list of—
 - i. current investigation notices for competitive neutrality complaints; and
 - ii. the business activities to which the complaints relate; and
 - iii. the Council's responses to the QPC's recommendations on the complaints.

| |
|--|
| Competitive Neutrality Complaint Management Policy |
|--|

7. REVIEW

It is the responsibility of the Development and Governance Manager to monitor the adequacy of this process and recommend appropriate changes. This process will be formally reviewed every four (4) years or as required by Council.

ITEM-12**MAREEBA INDUSTRIAL PARK - SALE OF LAND
CONFIDENTIAL****REASON FOR CONFIDENTIALITY**

This report is **CONFIDENTIAL** in accordance with Section 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the following:

- (e) contracts proposed to be made by Council.

ITEM-13**DELEGATIONS UPDATE DECEMBER 2017****MEETING:** Ordinary**MEETING DATE:** 20 December 2017**REPORT OFFICER'S
TITLE:** Manager Development and Governance**DEPARTMENT:** Corporate and Community Services

EXECUTIVE SUMMARY

As part of the monthly delegations update service provided by MacDonnells Law, Council is advised of amendments to various pieces of legislation that require amendments to existing delegations or new delegations to be made by Council.

OFFICER'S RECOMMENDATION

"That:

1. Council delegates the exercise of the powers contained in the attached Tables of Delegable Powers to the Chief Executive Officer, with such powers to be exercised subject to any limitations.
2. Any prior delegations of power relating to the same matters contained in the attached Tables of Delegable Powers are revoked."

BACKGROUND

Council have delegated to the Chief Executive Officer the necessary statutory powers under various pieces of legislation to enable him to effectively perform the requirements of his role and efficiently manage the operations of the Council.

Council subscribes to a monthly delegations update service provided by MacDonnells Law, under which MacDonnells review the myriad pieces of legislation that provide statutory powers to local government and they then advise the subscribing Councils of any changes to legislation that require amendment of existing delegations or new delegations to be made by Council.

The attached Tables of Delegable Powers display the legislation recently reviewed by MacDonnells and the amendments or additions to be made as a result thereof. If you require the Table of Delegable Powers in its entirety please contact Manager Development and Governance.

Biosecurity Regulation 2016 ('BIOR')

The BIOR has been amended by the *Biosecurity (Melon Necrotic Spot Virus and Other Matters) Amendment Regulation 2017*. The amendment has resulted in the inclusion of new delegable powers with respect to the movement of carriers.

Work Health and Safety Act 2011 ('WHS')

The WHSA has been amended by the *Work Health and Safety and Other Legislation Amendment Act 2017*. The amendment has resulted in the inclusion of new delegable powers in relation to access to information.

Limitations to the Exercise of Power

All delegations are made subject to the following limitations:

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3. The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.
7. Where the delegate refuses a particular matter, or an appeal is made in respect of the delegate's decision, the delegate will refer the matter to Council.
8. Where enforcement action is taken such as the issue of a notice or an order requiring compliance, the details of such action will be reported to Council for information.
9. The delegate will not exercise any delegated power where an application under a planning scheme would result in conflicting land uses, including an existing use or existing use right.

LINK TO CORPORATE PLAN

GOV 5: Conduct a work management systems and procedures review to develop an efficient organisation supported by cost effective work practices and systems.

CONSULTATION*Internal*

Director Corporate and Community Services

External

MacDonnells Law

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

There are legal implications for local government if management is not aware of the delegated powers and powers of authorised persons that are required for their sections to operate efficiently.

The statutory powers of employees, whether delegated to their position by the Chief Executive Officer or obtained as a result of an appointment as an authorised person under particular statutes, will be invalid if they cannot be supported by an instrument documenting the particulars.

In the case where Council is challenged on an action taken or a decision made by its employees, there needs to be proof that the employee held the powers required to do so. Such documentation is known as the instrument and is required for delegations, sub-delegations and appointments. Section 260 requires the CEO to establish and maintain a register of delegations and make it available to the public.

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS*Capital*

Nil

Operating

Nil

IMPLEMENTATION/COMMUNICATION

Nil

ATTACHMENTS

1. Amendments to Tables of Delegable Powers

Date Prepared: 23 November 2017

Delegable Powers under the Biosecurity Regulation 2016 ("BIOR")

CHAPTER 5 – PREVENTION AND CONTROL MEASURES FOR BIOSECURITY MATTER

Preliminary

| Section of BIOR | Description | Delegation to the CEO / Date of Resolution | Sub-Delegation to Officers | Date of Sub-Delegation |
|------------------------|--|--|----------------------------|------------------------|
| 46(1) | In certain circumstances, power to ensure biosecurity matter or a carrier is dealt with in accordance with a risk minimisation requirement for dealing with the biosecurity risk or carrier. | | | |
| 46A(1) | In certain circumstances, power to move a sample of a carrier into the State or into or from a biosecurity zone. | | | |
| 46A(2) | In certain circumstances, power to move a sample of a carrier from a biosecurity zone. | | | |

Delegable Powers under the Work Health and Safety Act 2011 ("WHS Act")

Part 5 - Consultation, representation and participation

Division 3 – Health and safety representatives

Subdivision 6 – Obligations of person conducting business or undertaking to health and safety representatives

| Entity power given to | Section of WHSA | Description | Delegation to the CEO / Date of Resolution | Sub-Delegation to Officers | Date of Sub-Delegation | Limitations and Conditions |
|---|-----------------|---|--|----------------------------|------------------------|----------------------------|
| Person who conducts a business or undertaking | <u>71(7)</u> | Power to refuse to grant access to information relating to hazards at the workplace and the health and safety of the workers if the information is confidential commercial information. | | | | |
| Person who conducts business or undertaking | <u>71(8)</u> | Power to decide that financial information or other information that has a commercial value, if disclosed, will cause significant financial harm to a business or undertaking. | | | | |

**ITEM-14 ENTERPRISE RISK MANAGEMENT POLICY,
FRAMEWORK AND PROCESS**

MEETING: Ordinary

MEETING DATE: 20 December 2017

**REPORT OFFICER'S
TITLE:** Manager Development and Governance

DEPARTMENT: Corporate and Community Services

EXECUTIVE SUMMARY

Council has a policy review process, this is a scheduled review of Council's existing Enterprise Risk Management (ERM) has resulted in the development of a new Policy, Framework and Process. This suite of documents is presented for Council's ratification.

OFFICER'S RECOMMENDATION

"That Council adopt the Enterprise Risk Management Policy, the Enterprise Risk Management Framework and the Enterprise Risk Management Process."

BACKGROUND

Local governments operate within a complex and ever-changing environment to provide a diverse range of services, involving valuable infrastructure. Given the depth and breadth of council's participation in the day-to-day lives of community members, it is prudent that a council protects and preserves its ability to continue to provide these services. In response to such, council, through its management, must deliver strategies to effectively recognise and support its accountability to stakeholders and minimise council's exposure to risk. Risk management plays a key part in this endeavour.

Among the legislative frameworks driving Enterprise Risk Management for local governments is *section 104 of the Local Government Act 2009*, which requires local governments to implement systems to prudently manage their financial risks. *Section 164 of the Local Government Regulation 2012* further requires local governments to keep written records of the risks the local government's operations are exposed to and the control measures adopted to manage the risks.

There are many other Commonwealth and State Acts and Regulations that define local government's risk management obligations, for example the *Environmental Protection Act 1994*, *Work Health and Safety Act 2011* and *Disaster Management Act 2003*.

There is also a growing expectation from the State Government that councils will have an integrated ERM system as part of their governance functions.

The attached suite of documents communicates Councils' commitment to the development and maintenance of an Enterprise Risk Management Framework and Risk Management Process.

The Enterprise Risk Register is currently under review and will be presented to Council in the next year.

LINK TO CORPORATE PLAN

GOV 5:- Conduct a work management systems and procedures review to develop an efficient organisation supported by cost effective work practices and systems

CONSULTATION

Internal
Executive Management Team

External
Nil

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

The adoption of these documents ensures compliance with the Local Government Act, Regulations and applicable Commonwealth and State legislation in respect of Risk Management.

POLICY IMPLICATIONS

The Enterprise Risk Management Policy, Framework and Process will replace the existing Enterprise Risk Management Policy, Strategic Framework and Process that were adopted on 1 January 2014.

FINANCIAL & RESOURCE IMPLICATIONS

Capital
Nil

Operating
Nil

IMPLEMENTATION/COMMUNICATION

The new Policy, Framework and Process will be available to staff and the Policy will also be available on Council's website.

ATTACHMENTS

1. Enterprise Risk Management Policy
2. Enterprise Risk Management Framework
3. Enterprise Risk Management Process

Date Prepared: 7 December 2017

ATTACHMENT 1**Enterprise Risk Management Policy**

| | | | |
|---------------------|---|----------------|------------------|
| Policy Type | Council Policy | Version: | 1.0 |
| Responsible Officer | Manager Development and Governance | Date Approved: | 20 December 2017 |
| Review Officer: | Director Corporate and Community Services | Review Due: | 20 December 2019 |
| Author: | Manager Development and Governance | Commencement: | 20 December 2017 |
| Document Number: | N/A | Published: | External |

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 Councils' commitment to the development and maintenance of an Enterprise Risk Management Framework and Risk Management Process in accordance with AS/NZS ISO 31000:2009.

3. RELATED DOCUMENTS AND REFERENCES

- Enterprise Risk Management Framework
- Enterprise Risk Management Process
- Audit Committee Policy
- Audit Committee Terms of Reference
- Fraud and Corruption Prevention Management Policy
- *Local Government Act 2009*
- *Local Government Regulation 2012*

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.

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 are to:

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

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.

Page 2 of 3

Risk Management Policy

7.3 RISK MANAGEMENT PRINCIPLES

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

1. **Adoption of a governance framework** - The Enterprise Risk Management Framework and Enterprise Risk Management Process outlines accountabilities and obligations, and guides the implementation and ongoing monitoring of ERM throughout Council.
2. **Adds value** - Alignment and integration with Council's Corporate and Operational Planning, and budget deliberation processes.
3. **ERM is an integral part of organisational processes** - Management endorsed integration in all business processes.
4. **ERM informs all decision making** - Decision makers are making informed decisions cognisant of relative risks.
5. **ERM promotes a safer work environment** - Risk management integrated with Council's Workplace Health and Safety, promoting safe work practices and a safer work environment.
6. **Explicitly addresses uncertainty** - Taking account of uncertainty, the nature of uncertainty and how it can be addressed.
7. **Systematic, structured, timely and tailored** - Tailored to meet Councils corporate objectives and providing a systematic, structured and timely approach to risk assessment.
8. **Based on best available information and experience** - Utilisation of generally accepted risk mitigation techniques for managing risks.
9. **Transparent, inclusive and responsive to change** - Timely involvement of stakeholders at all levels, ensuring ERM remains relevant and up to date.

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 two 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.

ATTACHMENT 2**Enterprise Risk Management Framework**

| | | | |
|---------------------|---|----------------|------------------|
| Policy Type | Council Framework | Version: | 1.0 |
| Responsible Officer | Manager Development and Governance | Date Approved: | 20 December 2017 |
| Review Officer: | Director Corporate and Community Services | Review Due: | 20 December 2019 |
| Author: | Manager Development and Governance | Commencement: | 20 December 2017 |
| Document Number: | N/A | Published: | External |

1. INTRODUCTION

As defined in AS/NZS ISO 31000:2009 - Risk Management - Principles and 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 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

It is the Council's mission to preserve the values expressed in its vision by creating the foundations for a strong and financially sustainable future for the Shire, by responsible and accountable decision-making, cost-effective service provision, and community capacity building through collaborative partnerships.

Enterprise Risk Management Framework

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;

1. Customer focused

The community are our customers; we are here to serve the community.

2. One united team

The organisation will work as a united team, recognising the value of a diverse work force, using the skills and experience of all staff.

3. Empowered staff who make decisions

Staff have the power and will be supported to make decisions in their area. We will strive to improve Council's service while achieving a balance between the environmental, social and economic needs of the community.

4. Whole of Council approach

We share information throughout the organisation; decisions are made on the basis of what is best for the whole organisation. We recognise the importance of involving all staff members in decision making, with adequate coaching, support and leadership provided by our Managers.

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:

Community - Communities across the area share a sense of common identity whilst retaining local diversity, and enjoy equitable access to services and facilities based on effective partnerships.

Environment - A natural and living environment that provides safety and enjoyment for the community and visitors.

Economy - A growing and vibrant local economy supported by a planning scheme that seeks to balance development with rural sustainability and lifestyle considerations.

Governance - Sound decision-making based on the understanding and confidence of the community, reflected in responsible long-term financial sustainability and clear strategic direction built around core local government business and affordable levels of service.

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.

Enterprise Risk Management Framework

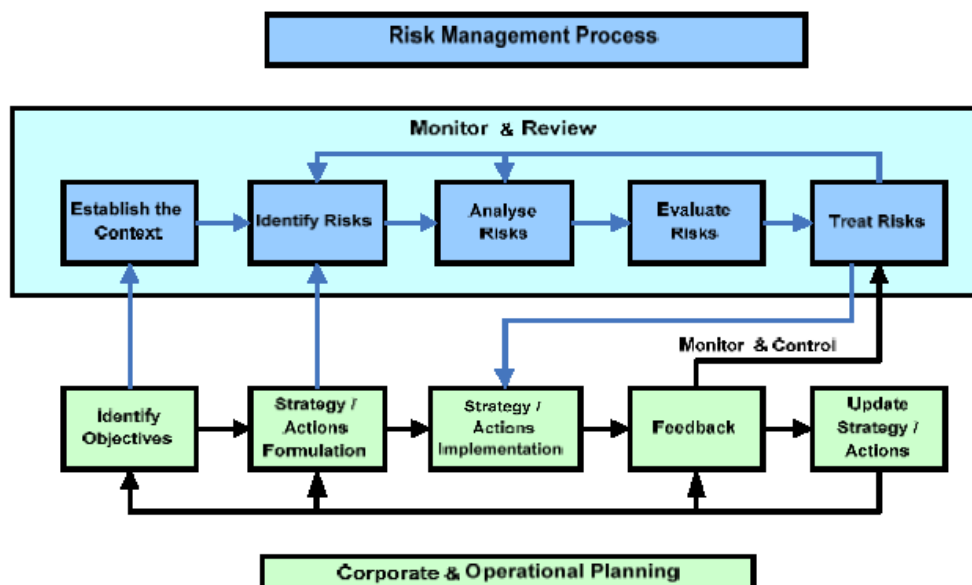


Figure 1 - Linking Corporate and Operational Planning with Risk Management

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 31000:2009 Risk Management – Principles and Guidelines
- Council's Corporate Plan
- **Enterprise Risk Management Policy**
- **Enterprise Risk Management Process**
- Fraud and Corruption Prevention Policy
- Fraud and Corruption Prevention Guidelines
- Local Government Regulation 2012
- Operational Plan

Enterprise Risk Management Framework

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. |
| 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. |

Enterprise Risk Management Framework

5. RISK MANAGEMENT PRINCIPLES

This ERM framework is based on the following risk management principles as adapted from AS/NZS ISO 31000:2009 - Risk Management - Principles and Guidelines:

- **Adoption of a governance framework** - The Enterprise Risk Management Framework and Enterprise Risk Management Process outlines accountabilities and obligations, and guides the implementation and ongoing of ERM throughout Council.
- **Adds value** - Risk management is integrated with Council's Corporate and Operational Planning (and budget deliberation process), contributing to the achievement of objectives and facilitating continual performance improvement leading to good governance, operational efficiencies and improved risk management maturity.
- **ERM is an integral part of all organisational processes** - Risk management takes into account human and cultural factors and is part of the responsibilities of management and an integral part of all Council's processes, including strategic and operational planning, workplace safety, and change management processes.
- **ERM informs all decision making** - Risk management assists decision makers in making informed decisions, prioritising actions and identifying alternate courses of action as necessary.
- **ERM promotes a safer work environment** - Risk management integrated with Council's Workplace Health and Safety framework and systems, promotes safe work practices and a safer work environment.
- **Explicitly addresses uncertainty** - Risk management clearly takes account of uncertainty, the nature of uncertainty and how it can be addressed.
- **Systematic, structured, timely and tailored** - Risk management, tailored to meet Council's corporate and operational objectives, provides a systematic, timely and structured approach to improving efficiency and contributes to consistent, comparable and reliable results.
- **Based on best available information and experience** - Risk management is based on the utilisation of generally accepted risk mitigation techniques for managing risks including historical data, experience, stakeholder feedback, observations, forecasts and expert judgement.
- **Transparent, inclusive and responsive to change** - Risk management provides for appropriate and timely involvement of stakeholders, particularly decision makers at all levels, and ensures that risk management remains relevant and up to date as new risks emerge, some change and others disappear.

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;
- Add to 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;
- Examine existing policies and recommend changes to enhance their effectiveness against unethical behaviour;
- Provide a communication link between management, internal and external auditors and Council;
- Maintain its independence from the day-to-day operation of the Council;
- Be aware of its obligations and responsibilities to the community

The Audit Committee is accountable to the Council, advising of its activities, findings and recommendations including risk management matters. The Committee is to review the risk registers and/or any updates, as presented, for adoption by Council.

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 31000:2009 - Risk Management - Principles and Guidelines) 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

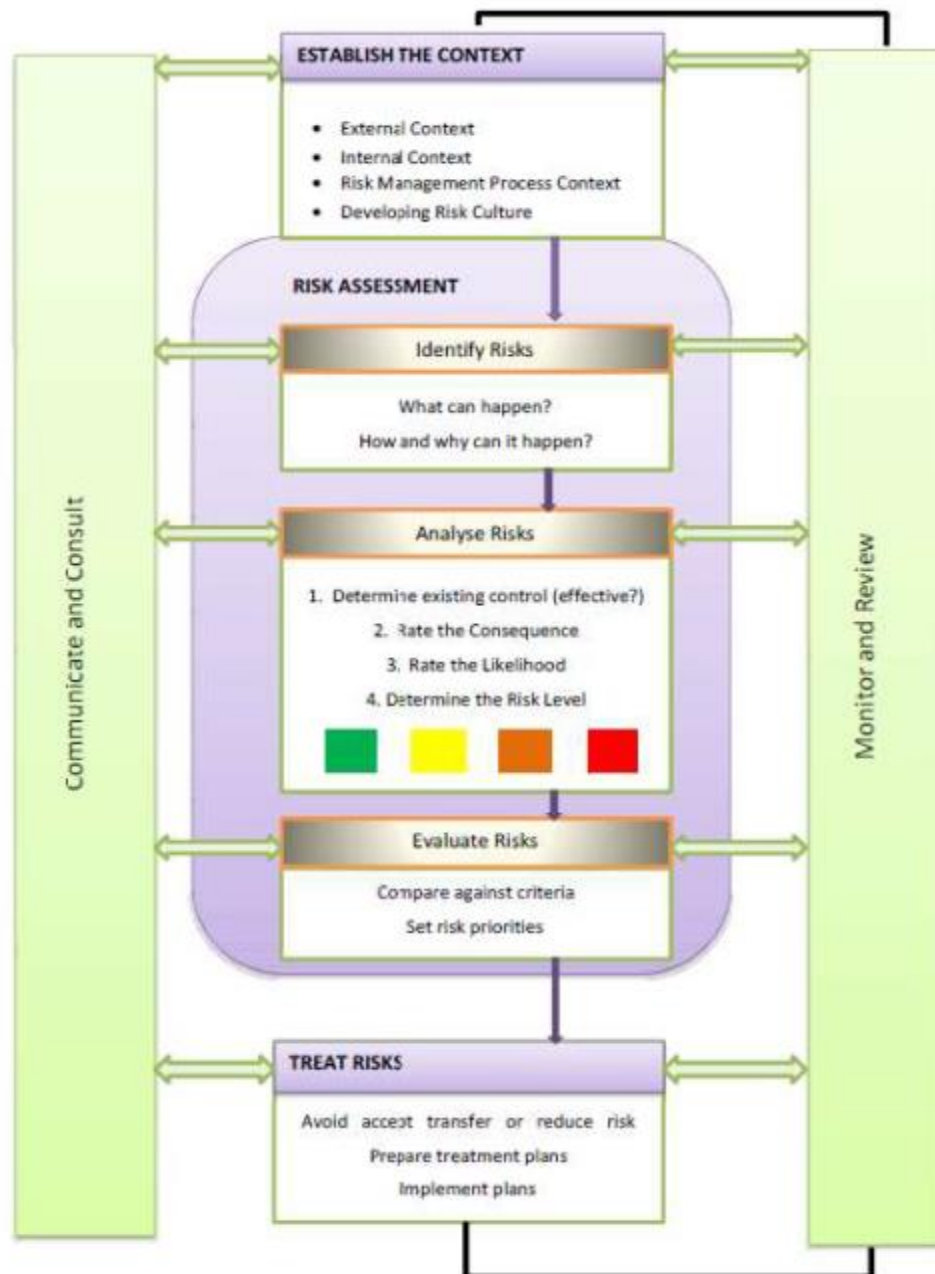


Figure 3 - Summary of Council's Risk Management Process

Enterprise Risk Management Framework

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:

- 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.

Enterprise Risk Management Framework

11.1 INDUCTION TRAINING

As part of the corporate induction training, human resources staff will highlight the importance of workplace health and safety and risk management in the workplace.

11.2 RISK MANAGEMENT TRAINING

Employees involved in the "organisational wide" risk management process, predominantly risk owners, are to be provided risk management training.

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. |
| 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. |

ATTACHMENT 3
Enterprise Risk Management Process


| | | | |
|---------------------|---|----------------|------------------|
| Policy Type | Council Process | Version: | 1.0 |
| Responsible Officer | Manager Development and Governance | Date Approved: | 20 December 2017 |
| Review Officer: | Director Corporate and Community Services | Review Due: | 20 December 2019 |
| Author: | Manager Development and Governance | Commencement: | 20 December 2017 |
| Document Number: | N/A | Published: | External |

1. COUNCILS APPROACH

Council will follow the Risk Management Standard AS/NZS ISO 31000:2009 Risk Management - Principles and Guidelines to manage risks. Using this approach there are five key stages to the risk management process.

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

STEP 2. Establish 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



Our Risk Approach using AS/NZS ISO 31000:2009

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 councils 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 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.

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

- Financial
- Environmental
- Infrastructure and Assets
- Political and reputational
- Legal, compliance
- Health and Safety
- Service Delivery and IT

It is important to undertake a systematic and comprehensive identification of key risks. 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 tends to focus on the negative consequences of risk, and the consequence table normally reflects the negative or detrimental impacts. However, the risk management approach can be used to identify and prioritise opportunities with positive or beneficial consequences to enhance decision making and the achievement of objectives.

Enterprise Risk Management Process

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

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

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. | General morale and attitude problems. | 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 Council 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 | | | | |
|----------------|---|---------------|------------------|------------------|------------------|------------------|
| Likelihood | | Insignificant | Minor | Moderate | Major | Catastrophic |
| | | 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 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 an new risk treatment; and
- Assessing the effectiveness of the new treatment.

Treatment options include;

- 1 avoiding the risk (ie don't start or continue with the activity that gives rise to the risk)
- 2 taking or increasing the risk in order to pursue an opportunity
- 3 removing the risk source
- 4 changing the likelihood
- 5 changing the consequences
- 6 sharing the risk with another party and
- 7 retaining or accepting the risk by informed decision.

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 determining 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.

ITEM-15 APPLICATION FOR APPROVAL TO KEEP STOCK IN URBAN AREA

MEETING: Ordinary

MEETING DATE: 20 December 2017

REPORT OFFICER'S TITLE: Manager Development & Governance

DEPARTMENT: Corporate and Community Services

EXECUTIVE SUMMARY

The Pastor at Royals Church has applied for an approval to keep stock in an urban area on a residential property, 9 Park Avenue Mareeba (Lot 361 SP280080). Mr Xhafer has applied to keep one (1) to two (2) horses in an enclosed fenced area at the southern area of the property.

The terrain of the enclosed area is undulating and difficult to maintain and mow. Therefore placing a horse on the land will keep the grass level to a minimum and will reduce the risk of a potential fire hazard.

The location and enclosure of the area is outlined in the attached site plan.

OFFICER'S RECOMMENDATION

"That Council grants a temporary 'Approval to Keep Stock in an Urban Area' to allow for the keeping of two (2) horse maximum by Jeff Xhafer on land described as Lot 361 SP280080 in the areas identified in the application, subject to their adherence to the conditions detailed on the Approval."

(A) COUNCIL'S CONDITIONS**(a) Applicant's Conditions of Approval**

1. This Approval only relates to the keeping of two (2) horse maximum on the property noted in the Schedule and is not transferable to any other property. Should there be any changes to the configuration of the land on which the horse is kept or any changes to the configuration of adjoining land including the construction of dwellings within 60 linear meters, then this Approval will be withdrawn.
2. This Approval is not an approval for the purpose of breeding or any commercial enterprise involving horses.
3. The Approval is for a minimum size of 5000m² area

4. The approval holder must comply with the detailed conditions and minimum standards for keeping animals, enclosure requirements and air quality and noise control measures as set out in the attachment hereto.
5. The Horse must be kept in accordance with the requirements of any existing code of practice.

(b) Approval to keep stock in an urban area

1. Minimum Standards for Keeping of Animals

The approval holder or any person responsible for the premises must:

- 1.1. Ensure the enclosure/s in which the animal is kept is cleaned regularly, and waste is disposed of in such a manner as not to create a nuisance to adjoining properties or be injurious or prejudicial to health; and
- 1.2. Take all reasonable steps to prevent the animal from making a noise or disturbance that causes a nuisance or disturbance to the occupiers of neighbouring properties; and
- 1.3. Ensure that any enclosure in which the animal is kept is properly maintained in
 - 1.3.1. a clean and sanitary condition; and
 - 1.3.2. an aesthetically acceptable condition; and
- 1.4. Ensure that the animal is wormed and vaccinated in accordance with the recommendations of the national veterinary association.

2. Enclosure Requirements

- 2.1. The size of the area to be suitably fenced is to be appropriate to the species and breed of the animals to be enclosed, so as to effectively enclose the animal within the property at all times.
- 2.2. Suitably fenced means a fence which is constructed of strong and firm materials and designed in such a way as to prevent the animal from attacking a person or escaping over, under or through the fence.
- 2.3. In any case, a part of a building or structure that does not have openings through which an animal may escape may form part of the enclosure in lieu of fencing.
- 2.4. Where gates form part of the enclosure, they must be kept closed and latched except when in actual immediate use.

3. Air Quality

- 3.1. All areas associated with the animal keeping activity must be managed to minimise nuisance and impacts caused by odour, dust or particulate matter at any sensitive place.
- 3.2. No odour associated with the animal keeping activity determined to be strong or very strong (4 to 5 intensity on German Standard VDI 3882 (1) (1992)) by Council's

delegated officer is to impact upon any nearby sensitive receptor at any time, when assessed every 10 seconds over a 20 minute assessment period in one (1) location at the sensitive receptor. The odour will impact if it is determined to be present more than 25% of the 20 minute assessment period or detected at a strong or very strong intensity level more than 30 times during the 20 minute assessment period.

- 3.3. When instructed by Council, the approval holder must commission an odour/dust assessment to monitor and investigate any complaint of a nuisance. The monitoring will establish if the animal keeping activity complies with the relevant standards for odour and dust conditions determined in accordance with the Environmental Protection Policy (Air) 2008, and the monitoring data, analysis of that data and a report must be provided within 10 business days of completion of the investigation, to the satisfaction of Council's delegated officer. Where the odour/dust assessment determines that the animal keeping activity is not in compliance with the Environmental Protection Policy (Air) 2008, it must recommend mitigation measures to bring the activity into compliance.
- 3.4. Any recommendations or mitigation measures outlined in the odour/dust assessment must be implemented where practically possible within 20 business days of receiving the report findings, to the satisfaction of Council's delegated officer.

4. Noise Control

- 4.1. The animal keeping activity must be managed in such a way as to prevent offensive noise levels being emitted beyond the boundaries of the subject site, as determined by Council's delegated officer.
- 4.2. When instructed by Council, the approval holder must commission a noise monitoring assessment to monitor and investigate any complaint of a nuisance. The monitoring will establish if the animal keeping activity complies with the relevant standards for noise output determined in accordance with the Environmental Protection Policy (Noise) 2008, and the monitoring data, analysis of that data and a report must be provided within 10 business days of completion of the investigation, to the satisfaction of Council's delegated officer. Where the noise monitoring assessment determines that the animal keeping activity is not in compliance with the Environmental Protection Policy (Noise) 2008, it must recommend mitigation measures to bring the activity into compliance.
- 4.3. Any recommendation or mitigation measures outlined in the noise monitoring assessment must be implemented where practically possible within 20 business days of receiving the report findings, to the satisfaction of Council's delegated officer.

These conditions may be modified or the Approval withdrawn at Council's discretion following ten working days' notice.

BACKGROUND

Mr Xhafer has been approached by the Queensland Fire and Rescue Department to ensure the land at the southern end of the property at 9 Park Avenue Mareeba is maintained to

eliminate the risk of fire. The northern half of the property is developed with the Royals Church building and sealed car parking.

There is a small area (approximately 1 acre) which consists of a slope and vegetation down to a nearby gully which Mr Xhafer outlines is difficult to maintain using machinery or a mower due to the undulation and dense tree growth.

Mr Xhafer has applied to Council to keep stock (horses) on this land to maintain the area and keep the grass level to a minimum to comply with the Queensland Fire and Rescue's direction to reduce a fire risk. The land is zoned residential however and the Local Law does not permit stock (horses) on this particular parcel of land.

The enclosure is built of solid material and is 1500mm in height. The outline and location of the enclosure can be seen in the attached document.

Council has no provision within its Local Laws or Subordinate Local Laws to approve the keeping of stock upon urban land except 'temporarily' and where 'exceptional circumstances exist to justify the temporary approval.' Given Council's desire to find a means to allow for the applicants to continue to keep the horse on the subject land, it is suggested that they are given written approval which has clearly defined conditions which must be adhered to in order for them to keep the horses on the subject land. This approval will not be permanent, and renewal must be applied for each year, and the relevant fee paid.

Conditions which are appropriate are included above for consideration by Council and are based on the exceptional circumstance that due to the inaccessible terrain of the land, machinery cannot maintain the area to reduce the potential fire risk.

LINK TO CORPORATE PLAN

N/A

CONSULTATION

Internal

Manager Development and Governance
Supervisor Health and Local Laws
Senior Planner

External

Nil

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

Due to Council's Local Laws not allowing for issue of approvals except for exceptional circumstances and only on a temporary basis, the issue of any approval would not be underpinned by a local law and as such this could prove problematic in the event of compliance issues arising.

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Capital
Nil

Operating
Nil

IMPLEMENTATION/COMMUNICATION

If Council decides to issue an Approval, then provision will have to be made to ensure that suitable information is captured through an application process, necessary fees paid and the conditions relevant to any Approval are clearly communicated to the parties to the Approval.

ATTACHMENTS

1. Application and letter from Jeff Xhafer including map identifying land and enclosure subject to application for Approval to Keep Stock in an Urban Area.

Date Prepared: 30 November 2017


45 Rankin Street
PO Box 154 MAREEBA QLD 4880

P:1380 308 461

F:07 4092 3323

W:www.msc.qld.gov.au

E:info@msc.qld.gov.au



ANIM 17/0009

Application to Keep Animals in accordance with the Local Law 2017/2018

Fees listed are applicable 1 July 2017 - 30 June 2018 - Renewable 30 June each year

ABN: 39 114 953 874

Applicant details:

| | |
|-----------------|--------------------------------|
| Name: | Royals Church |
| Postal address: | 9 Park Avenue Mareeba 4880 QLD |
| Contact number: | 07 4092 6888 |

Subject property information:

| | |
|---|--------------------------------|
| Property address where animals are to be kept: | 9 Park Avenue Mareeba 4880 QLD |
| Property address where animals were kept: (for amendment only) | 9 Park Avenue Mareeba 4880 QLD |

Applications are considered on a case by case basis and applications are required to be made prior to acquiring the animal. If an animal is acquired prior to an application and that application is declined you will be directed to remove the animal from the premises.

Details of animals: (Select only one animal type per application)

The keeping of more than the maximum animal ratio per allotment determined in council's local law is not permitted.

Dogs

- ☐ Approval to keep more than two but no more than three dogs in an urban area
- ☐ Approval to keep more than three but no more than five dogs in a rural residential area

Other animals

- | | |
|---|--|
| <input type="checkbox"/> Approval to keep a rooster in an urban area | Number of animals to be kept: <input style="width: 100px;" type="text"/> |
| <input type="checkbox"/> Approval to keep more than twenty poultry in an urban area | Number of animals to be kept: <input style="width: 100px;" type="text"/> |
| <input checked="" type="checkbox"/> Animal Type | Number of animals to be kept: <input style="width: 100px;" type="text" value="1 or 2 Horses"/> |

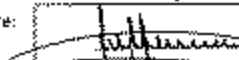
Applicant summary:

All dogs that are kept at the property address must be registered at the time of application. The Animal Management (Cats and Dogs) Act 2008 requires all dogs over the age of 3 months to be registered within the relevant local government area.

Applications will not be considered until all animals (where applicable) that currently reside at the property are registered. Approval from the property owner (including QLD Housing Commission) must be granted prior to submitting this application.

All applicants must comply with the minimum standards for the keeping of the animal/s, including any conditions that may be applied to an approved application. An on-site inspection by an authorised council officer is required prior to the granting of this application. Applications are not transferable between properties or owners, or refundable. Animal species that are prohibited on the property will not be approved.

Renewable on 30 June each year

| | |
|--|------------------|
| Signature:  | Date: 31/30/2017 |
|--|------------------|

Office use only

| | | |
|------------------------|-----------------------|-------------|
| CSO: _____ | Receipt number: _____ | Date: _____ |
| Approval number: _____ | | |

Privacy Notice: Mareeba Shire Council is collecting applicant details in accordance with Council's Local Law in order to assess your application for approval. This information will only be accessed by Council employees and other persons authorised under the Local Government Act. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.

Animals must be kept in accordance with the requirements of any existing code of practice.

Page 2 of 2

ROYALS
C H U R C H**Attachment. A.**9 Part Ave, Mareeba Qld 4880
Ph 40926888

TO: CEO, Mareeba Shire Council

RE: Royals Church property at 9 Park Ave Mareeba.

We refer to communication from your Council this week.

It was "NOTED" that we have a horse on our property.

We note that there has been no "formal complaint" about this matter, but that Council Officers have visited our premises at our invitation to discuss this matter further.

They made the comment that our Church is in a Residential Zone.

We point out that we have a large block, which is a total area of 2.149 Hectares (5.31 acres).

About half the block is timbered and partially undulating, with a permanent creek flowing through it.

This particular section is too rough to maintain and to operate a ride-on mower. We have also been approached by local fire services, and been asked to keep this area FIRE HAZARD free.

Since being approached by Fire Services, we have done an extensive cleanup, including controlled burns, scrub mitigation, hole filling and dead tree culling to make it safe for human use.

However, the area sloping down to the creek is too rough for effective fire control and unsafe for casual domestic use.

Our church has spent considerable manhours with professional fencing contractors to erect fencing, including a horse exercise area and stable. The fencing is considered to be very suitable to contain stock, and has an internal electric fence. The average horse paddock fence is normally around 1200mm (4 feet) high. Our fence stands 1500mm (5 feet) high, and some have even said it is elaborate, and described it as the "Fort Knox" fence of horse paddocks. The reason being we at Royals Church, want to absolutely secure our livestock to the best of our ability.

From a fire safety point of view, the horse is currently reducing and fully controlling any burnable growth in this area, and can be considered as a "lawn mower with legs" on rough country.

To us, we have provided a simple solution to a difficult problem.

Royals Church Mareeba hereby makes a formal application for approval to house and maintain a horse on the block at the rear of the Church. Although this block is zoned "residential", there are no houses adjoining this area of church property whatsoever, so there is no risk from this activity. The horse is necessary to keep the fire risk to ZERO, by consuming all burnable growth.

We attach a copy of the block plan of our property.

We ask the Council's favourable consideration of our practical request.

Yours,

Pastor Jeff Khafer.
24/10/2017

CHURCH CARE COLLEGE
p. 1617 4092 6888 | W. ROYALSCHURCH.COM.AU
9 PARK AVENUE, MAREEBA OLD 4880





Map Grid of Australia Zone 51 (50G434)



FINANCE

ITEM-16 FINANCIAL STATEMENTS FOR PERIOD ENDING 30 NOVEMBER 2017

MEETING: Ordinary

MEETING DATE: 20 December 2017

**REPORT OFFICER'S
TITLE:** Manager Finance

DEPARTMENT: Corporate and Community Services

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an overview of financial matters for the period 1 July 2017 to 30 November 2017.

OFFICER'S RECOMMENDATION

"That Council note the financial report for the period ending 30 November 2017."

BACKGROUND

Financial Summary

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

For the period ending 30 November 2017, Council shows an operational surplus of \$3,456,579 compared to a budgeted surplus of \$1,205,675. This variance is primarily due to a timing issue and it is anticipated that the actual surplus will realign with the budgeted surplus by 30 June 2018.

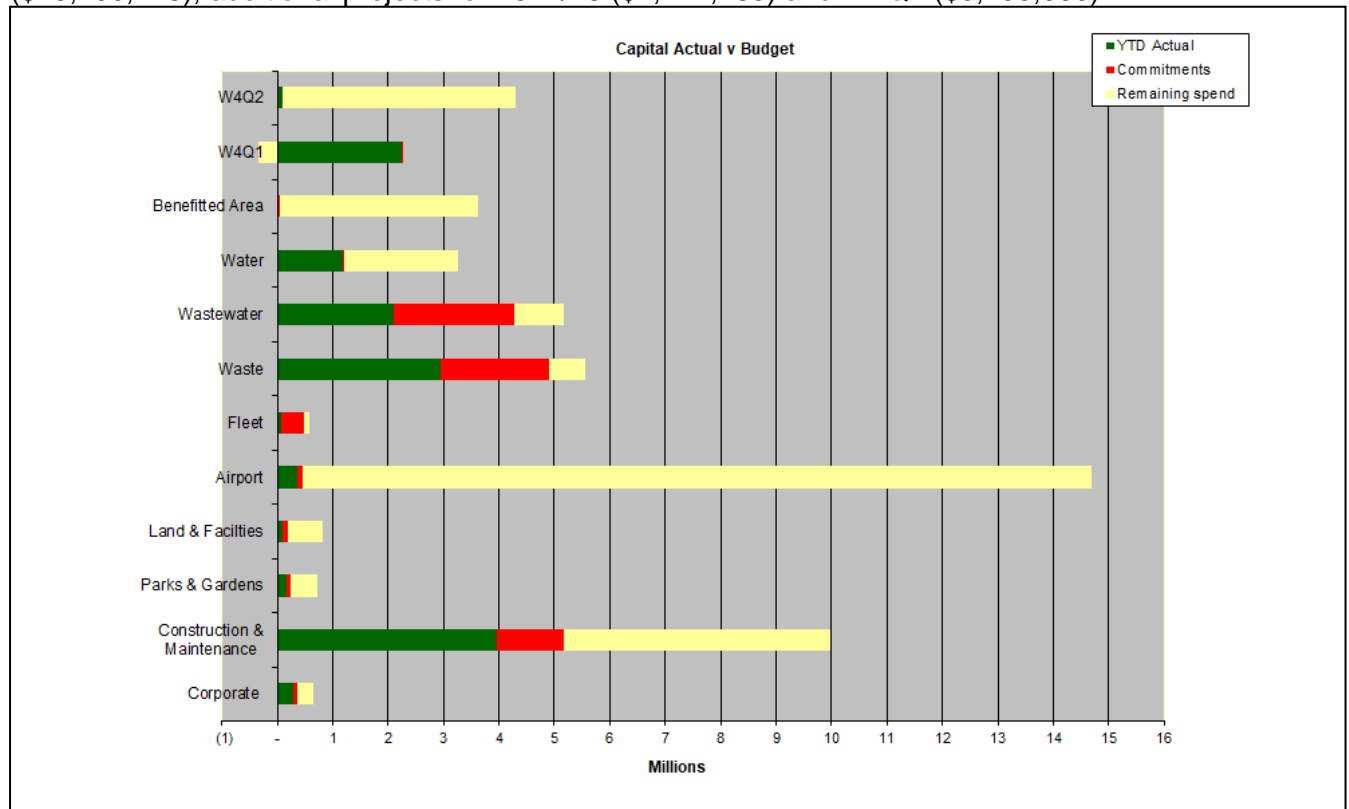
The budget reflects the 2017/18 Budget as adopted by Council at the 21 June 2017 meeting. There are no additional issues to discuss or areas of concern at this stage. As each month goes past, there will be more financial data to analyse and any areas of concerns will be highlighted.

November 2017 - Snapshot

| | | |
|--|-----------|------------------|
| Total Operating Income | \$ | 20,594,279 |
| Total Operating Expenditure | \$ | 17,137,700 |
| Operating Surplus/(Deficit) | \$ | 3,456,579 |
| Total Capital Income (grants, developer contributions) | \$ | 5,514,285 |
| Net Result - Surplus/(Deficit) | \$ | 8,970,864 |

Capital Expenditure

Total capital expenditure of \$19,694,912 (including commitments) has been spent for the period ending 30 June 2018 against the 2017/18 adjusted annual capital budget of \$50,813,158. The annual adjusted capital budget includes the 2016/17 carry overs (\$29,190,145), additional projects for 2017/18 (\$2,742,763) and W4Q2 (\$3,750,000).

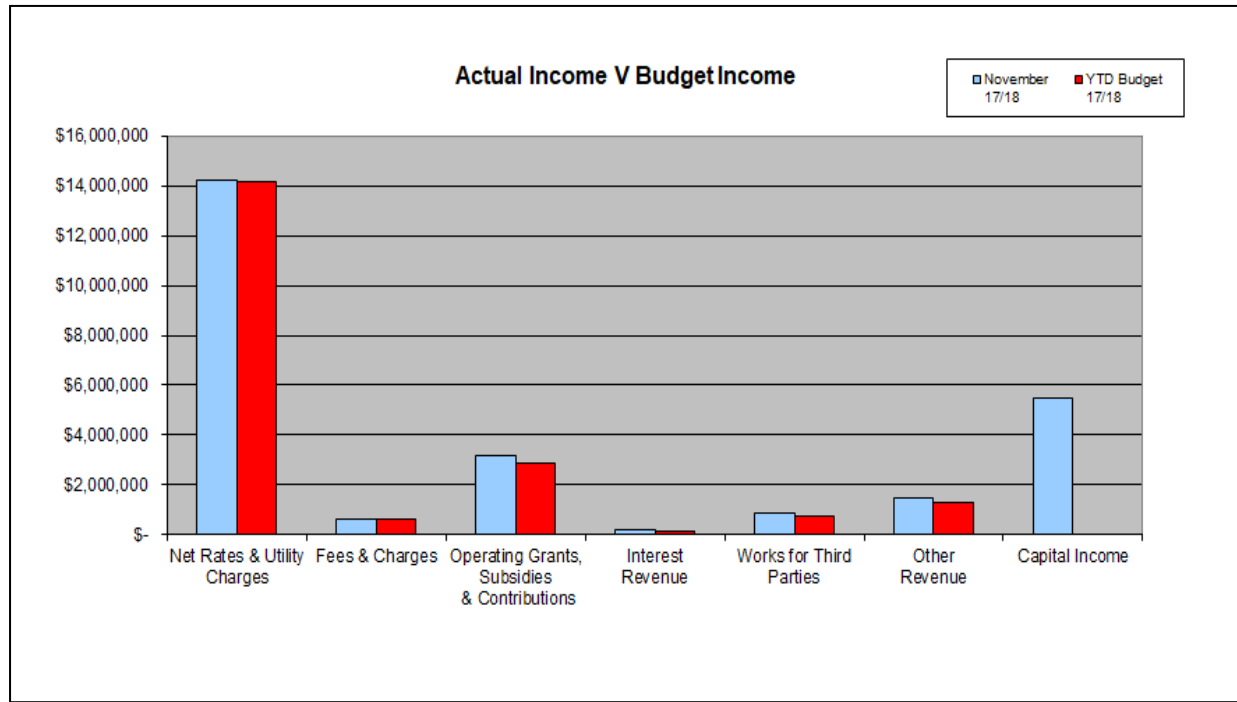


Works for Queensland (round one) has now been completed. Council spent over the allocated amount (\$3.8M) primarily in the bridges projects due to additional demolition and repair costs for the timber bridges. Although condition assessments had been completed for the bridges and repair quotes received on this basis, several assumptions were made regarding the condition and configuration of buried and concealed bridge elements. Eight (8) bridges were rehabilitated under W4Q1 which represents a significant risk reduction for Council and road users in terms of safety and connectivity. The overspend will be funded from the savings in the Chewko Road project (CP00262).

Income Analysis

Total income (including capital income of \$5,514,285) for the period ending 30 November 2017 is \$26,108,563 compared to the YTD budget of \$19,939,285.

The graph below shows actual income against budget for the period ending 30 November 2017.



| Description | Actual YTD | Budget YTD | Note |
|---|------------|------------|------|
| Net Rates & Utility Charges | 14,196,243 | 14,175,338 | |
| Fees & Charges | 653,635 | 649,161 | 1 |
| Operating Grants, Subsidies & Contributions | 3,191,736 | 2,880,055 | |
| Interest Received | 180,855 | 164,499 | |
| Works for Third Parties | 868,493 | 745,098 | 2 |
| Other Revenue | 1,503,317 | 1,325,134 | 3 |
| Capital Income | 5,514,285 | - | 4 |

Notes:

- Higher than anticipated revenue from town planning applications (\$28k) and animal revenue (\$45k). Cemetery income is lower than budget (\$74k).
- Favourable variance is due to additional 3rd party works which was not originally budgeted for. The associated costs form part of the operational expenses which were

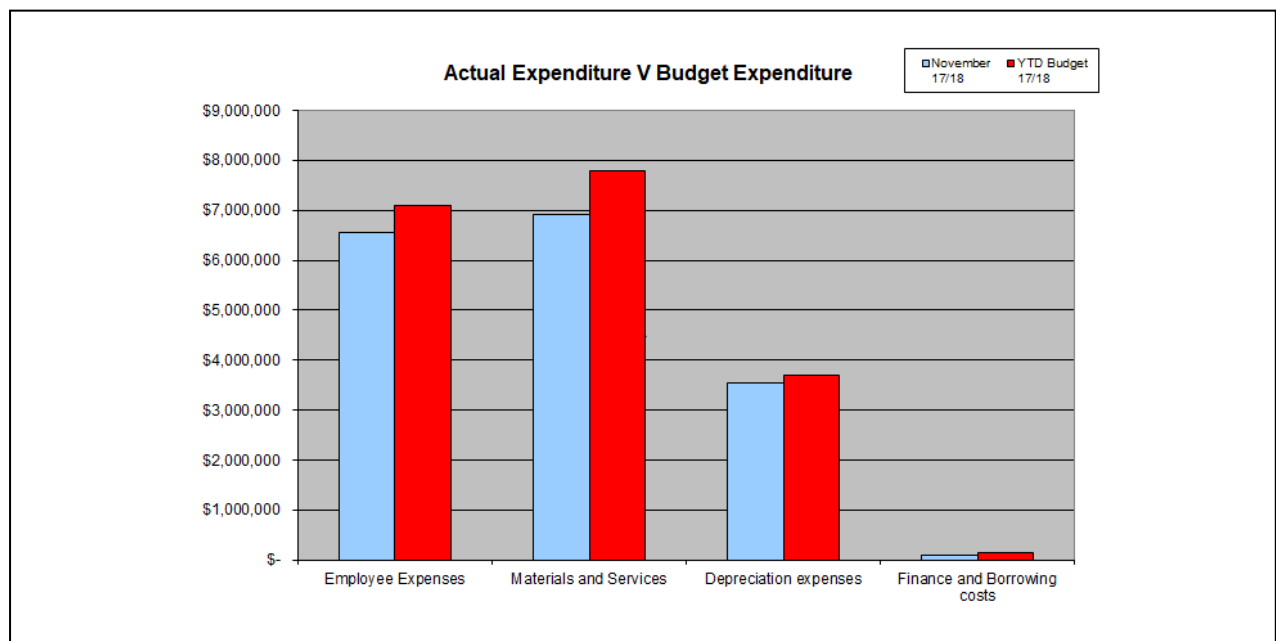
also not budgeted. The net impact of these additional works is likely to be a small surplus and will be reported at the completion of the works.

3. To date we have received \$70k in insurance recoveries (no budget allocated) and leases and rental income is currently \$81k higher than budget however this is a timing issue and expected to even out closer to 30 June.
4. Council has currently received \$5M in capital grants (TIDS, R2R, W4Q progress payment) and \$221K for developer contributions which were not reflected in the budget.

Expenditure Analysis

Total expenses for the period ending 30 November 2017 is \$17,137,700 compared to the YTD budget of \$18,733,610.

The graph below shows actual expenditure against budget for the period ending 30 November 2017.



| Description | Actual YTD | Budget YTD | Note |
|---------------------------|------------|------------|------|
| Employee expenses | 6,553,123 | 7,078,128 | 1 |
| Materials & Services | 6,921,870 | 7,803,642 | 2 |
| Depreciation expenses | 3,554,065 | 3,704,792 | 3 |
| Finance & Borrowing costs | 108,642 | 138,048 | |

Notes:

1. There are no significant issues to report. The reason for the large variance at this point in time is a result of the spread of budget across the year - with employee expenses

allocated equally over 12 periods not equating precisely to the pay periods. Staff absences and staff working on capital projects also contribute to this favourable variance. The anticipated total spend on employee expenses is expected to align with budgets for the 2017/18 year.

2. The positive variance relates to a timing issue and it is anticipated that by 30 June 2018, the anticipated budget will be spent.
3. There will be an increase of depreciation of almost \$200k. This is due to the findings from the comprehensive asset valuation that was undertaken on bridges as at 30 June 2017.

Loan Borrowings

Council's loan balance as at 30 November 2017 is as follows:

| | |
|-----------|-------------|
| QTC Loans | \$6,448,512 |
|-----------|-------------|

Rates and Sundry Debtors Analysis

Rates and Charges

The total rates and charges payable as at 30 November 2017 is \$3,091,853 which is broken down as follows;

| Status | 30 Nov 2017 | | 30 Nov 2016 | |
|-----------------------------------|------------------|------------------|------------------|------------------|
| | No of properties | Amount | No of properties | Amount |
| Valueless land | 72 | 1,993,163 | 69 | 1,002,898 |
| Payment arrangement | 206 | 132,771 | 209 | 111,648 |
| Collection House | 371 | 754,905 | 398 | 884,262 |
| Exhausted – awaiting sale of land | 8 | 78,294 | 19 | 201,625 |
| Sale of Land | 8 | 93,976 | 13 | 210,837 |
| Other | 430 | 38,744 | 281 | 69,543 |
| TOTAL | 1087 | 3,091,853 | 989 | 2,480,813 |

The procedure has commenced to acquire valueless land properties and will take up to 12 months to complete.

Rates were issued on 16 August for the six (6) months July to December, with the discount closing 15 September. Total Gross Rates and Charges levied for the six (6) month period was \$16,089,752.

Any properties with an outstanding balance of \$50 or greater have now been sent to Collection House for recovery.

Collection House collected \$242,914 for the month of November.

Sundry Debtors

The total outstanding for Sundry Debtors as at 30 November 2017 is \$447,748 which is made up of the following:

| Current | 30 days | 60 days | 90 + days |
|-----------|---------|-----------|-----------|
| \$316,733 | \$9,122 | \$111,329 | \$10,564 |
| 0.71% | 0.02% | 0.25% | 0.02% |

LINK TO CORPORATE PLAN

Nil

CONSULTATION*Internal*

Director Corporate & Community Services
Financial Accountant

External

Nil

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

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.

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS*Capital*

Nil

Operating

Nil

IMPLEMENTATION/COMMUNICATION

Nil

ATTACHMENTS

1. Financial Statements

Date Prepared: 5 December 2017

MAREEBA SHIRE COUNCIL

**Budgeted Income Statement by Fund
For the period ending 30 November 2017**

| | Consolidated | | | General Fund | | | Waste Services | | |
|---|---------------|---------------|-------------------|---------------|---------------|-------------------|----------------|---------------|-------------------|
| | Actual YTD | Budget YTD | Budget 2017/18 | Actual YTD | Budget YTD | Budget 2017/18 | Actual YTD | Budget YTD | Budget 2017/18 |
| Revenue | | | | | | | | | |
| Rates and utility charges | 15,095,820 | 15,075,886 | 30,151,770 | 8,395,869 | 8,279,006 | 16,559,012 | 1,777,899 | 1,759,518 | 3,519,035 |
| Less Discounts and Pensioner Remissions | (899,577) | (900,548) | (1,801,097) | (899,577) | (900,548) | (1,801,097) | - | - | - |
| Net Rates and Utility Charges | 14,196,243 | 14,175,338 | 28,350,673 | 7,496,292 | 7,378,458 | 14,756,915 | 1,777,899 | 1,759,518 | 3,519,035 |
| | | | | | | | | | |
| Fees and Charges | 653,635 | 649,161 | 1,246,686 | 653,312 | 636,661 | 1,216,866 | - | - | - |
| Operating Grants and Subsidies | 2,698,115 | 2,658,827 | 10,086,708 | 2,698,115 | 2,658,827 | 10,086,708 | - | - | - |
| Operating Contributions | 493,621 | 221,228 | 884,912 | - | - | - | - | - | - |
| Interest Revenue | 180,855 | 164,499 | 422,800 | 129,026 | 105,000 | 280,000 | 23,324 | 20,833 | 50,000 |
| Works for Third Parties | 868,493 | 745,098 | 1,788,234 | 844,725 | 722,083 | 1,733,000 | - | - | - |
| Other Revenue | 1,503,317 | 1,325,134 | 3,191,981 | 861,574 | 676,134 | 1,634,381 | 577,662 | 622,125 | 1,493,100 |
| Total Operating Revenue | 20,594,279 | 19,939,265 | 45,971,994 | 12,683,044 | 12,177,163 | 29,707,890 | 2,378,885 | 2,402,476 | 5,062,135 |
| | | | | | | | | | |
| Expenditure | | | | | | | | | |
| Employee Expenses | 6,553,123 | 7,087,128 | 17,166,780 | 5,892,202 | 6,445,449 | 15,613,679 | 156,780 | 123,374 | 288,368 |
| Materials and Services | 6,921,870 | 7,803,642 | 15,921,131 | 3,782,052 | 4,190,733 | 7,447,403 | 1,369,358 | 1,629,952 | 3,908,815 |
| Depreciation expense | 3,554,085 | 3,704,792 | 8,891,499 | 2,600,471 | 2,471,633 | 5,931,919 | 47,143 | 39,791 | 95,499 |
| Finance and Borrowing costs | 108,642 | 138,048 | 331,317 | 72,088 | 78,033 | 187,280 | - | - | - |
| Total Operating Expenses | 17,137,700 | 18,733,610 | 42,310,727 | 12,346,813 | 13,185,848 | 29,180,281 | 1,593,281 | 1,793,117 | 4,302,702 |
| | | | | | | | | | |
| Operating Surplus/(Deficit) | 3,456,579 | 1,205,675 | 3,661,267 | 336,231 | (1,008,685) | 527,409 | 785,604 | 609,359 | 759,433 |
| | | | | | | | | | |
| Capital Income | | | | | | | | | |
| Capital Contributions | 221,465 | - | - | 183,663 | - | - | - | - | - |
| Capital Grants and Subsidies | 5,292,820 | - | - | 4,712,820 | - | - | - | - | - |
| Profit/(Loss) on Sale of Asset | - | - | 125,000 | - | - | 125,000 | - | - | - |
| | | | | | | | | | |
| Net Result | 5,514,285 | 1,205,675 | 125,000 | 4,896,483 | - | 125,000 | - | - | - |
| | 8,970,884 | 1,205,675 | 3,786,267 | 5,232,714 | (1,008,685) | 652,409 | 785,604 | 609,359 | 759,433 |

MAREEBA SHIRE COUNCIL
**Budgeted Income Statement by Fund
For the period ending 30 November 2017**

| | Sewerage Services | | | Water Services | | | Benefitted Areas | | |
|---|-------------------|---------------|-------------------|----------------|---------------|-------------------|------------------|---------------|-------------------|
| | Actual YTD | Budget YTD | Budget 2017/18 | Actual YTD | Budget YTD | Budget 2017/18 | Actual YTD | Budget YTD | Budget 2017/18 |
| Revenue | | | | | | | | | |
| Rates and utility charges | 2,307,216 | 2,377,016 | 4,554,932 | 2,457,156 | 2,509,155 | 5,138,317 | 147,676 | 161,187 | 322,374 |
| Less Discounts and Penalties Remissions | - | - | - | - | - | - | - | - | - |
| Net Rates and Utility Charges | 2,307,216 | 2,377,016 | 4,554,932 | 2,457,156 | 2,509,155 | 5,138,317 | 147,676 | 161,187 | 322,374 |
| Fees and Charges | 323 | 12,500 | 20,000 | - | - | - | - | - | - |
| Operating Grants and Subsidies | - | - | - | - | - | - | - | - | - |
| Operating Contributions | 16,646 | - | - | 6,851 | 20,803 | 30,000 | 403,623 | 231,228 | 484,912 |
| Interest Revenue | - | - | - | 23,789 | 19,849 | 48,234 | 5,106 | 17,923 | 42,809 |
| Worries for Third Parties | - | 4,167 | 19,000 | 47,091 | 11,667 | 28,000 | - | - | - |
| Other Revenue | 15,420 | - | - | - | - | - | 761 | 15,300 | 36,500 |
| Total Operating Revenue | 2,339,514 | 2,393,683 | 4,594,932 | 2,535,036 | 2,550,507 | 5,371,551 | 657,166 | 415,456 | 1,206,596 |
| Expenditure | | | | | | | | | |
| Employee Expenses | 201,841 | 165,918 | 491,962 | 264,929 | 315,043 | 765,171 | 37,373 | 36,344 | 87,960 |
| Materials and Services | 608,683 | 680,451 | 1,965,531 | 1,061,443 | 1,165,269 | 2,708,689 | 80,335 | 136,237 | 270,713 |
| Depreciation expense | 237,333 | 503,103 | 1,237,446 | 528,591 | 993,963 | 1,425,511 | 40,527 | 95,902 | 231,124 |
| Finance and Borrowing costs | 36,554 | 60,015 | 144,037 | - | - | 0 | - | - | - |
| Total Operating Expenses | 1,184,411 | 1,409,487 | 3,339,976 | 1,854,963 | 2,076,275 | 4,899,351 | 158,235 | 268,483 | 589,817 |
| Operating Surplus(Deficit) | 1,155,104 | 984,196 | 1,255,456 | 680,705 | 574,232 | 422,200 | 498,931 | 146,973 | 616,779 |
| Capital Income | | | | | | | | | |
| Capital Contributions | 16,211 | - | - | 20,993 | - | - | - | - | - |
| Capital Grants and Subsidies | 450,000 | - | - | 130,000 | - | - | - | - | - |
| Profit/Loss on Sale of Asset | 466,011 | - | - | 150,993 | - | - | - | - | - |
| Net Result | 1,627,315 | 984,196 | 1,255,456 | 831,696 | 574,232 | 422,200 | 498,931 | 146,973 | 616,779 |

ITEM-17

SALE OF LAND DUE TO RATES AND CHARGES IN ARREARS CONFIDENTIAL

REASON FOR CONFIDENTIALITY

This report is **CONFIDENTIAL** in accordance with Section 275(1) (h) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the following:

- (h) Other business for which a public discussion would be likely to prejudice the interests of Council or someone else, or enable a person to gain a financial advantage.

COMMUNITY WELLBEING

ITEM-18 CHILLAGOE VAST COMMUNITY ASSISTANCE

MEETING: Ordinary

MEETING DATE: 20 December 2017

REPORT OFFICER'S TITLE: Manager - Community Wellbeing

DEPARTMENT: Corporate and Community

EXECUTIVE SUMMARY

This report presents the results of Council's offer of financial assistance to Chillagoe residents to assist with the purchase and installation of equipment to access the Viewer Access Satellite Television (VAST) network.

OFFICER'S RECOMMENDATION

"That Council endorse the approval of 29 applications for assistance from Chillagoe residents and engage a suitable contractor to supply and install VAST equipment at each of their residences as soon as possible."

BACKGROUND

During May 2017, ratepayers in Chillagoe had the opportunity to vote for or against the continuation of paying the Chillagoe Benefited Area Levy, which had partially covered the cost for the provision and maintenance of digital television transmission equipment. If the community voted to cease paying the levy the supply of digital TV transmission would be discontinued.

Concurrently, Councillors called a Public Meeting in June 2017 to provide a forum to share information and seek community feedback regarding the cessation of digital television transmission.

The majority of respondents to the ballot voted to discontinue the levy and end the transmission of digital television and Council ceased charging the levy from 1 July 2017.

With the digital transmission to cease during January 2018, residents who require a television service need to purchase and install equipment to receive satellite transmission from the VAST network.

Council offered financial assistance to low income residents by providing the opportunity for Chillagoe residents to apply for one-off financial assistance for the purchase and installation of the VAST equipment.

1. Community Engagement

Council implemented a comprehensive engagement strategy by corresponding directly with residents and ratepayers in writing; providing the opportunity for face-to-face meetings during November 2017; and linking with key community stakeholders (businesses, organisations and individuals).

On Wednesday, 15 November, residents were encouraged to attend the Chillagoe Hub Meeting Room to meet with Council Officers for assistance with completing forms and address any questions they had.

Approximately 25 community members attended on the day, including residents who were not submitting applications but were seeking correct information regarding the impacts of the transition to VAST.

The Library was also a hub for information and support with completing forms and the assistance of staff from Mareeba Community Centre has been invaluable.

2. Applications for Financial Assistance

Of the applications, 29 met the eligibility criteria and are recommended for approval. To be eligible applicants must:

- Reside in the Chillagoe Benefited Area;
- Not have VAST equipment installed; and
- Provide evidence that income is below the Department of Human Services Income Rule.

Applicant names are not included in this report to protect the privacy of residents.

3. Delivery and Cost of Financial Assistance

It is recommended that Council coordinates the purchase and installation of VAST equipment for approved applicants. This will involve calling for quotes and appointing a suitable contractor for all of the installations in accordance with Council's Procurement Policy, thereby enabling a lower price to be sourced and equipment to be installed and operational by 31 January 2018.

The indicative cost to Council to purchase and install VAST equipment for 29 residents would be \$21,750.

LINK TO CORPORATE PLAN

COM 3: Encourage the building of strong partnerships with community, private sector and government so as to build community capacity and develop strategies to encourage and support leadership and self-responsibility in the community.

CONSULTATION

Internal

Councillors

CEO

Director Corporate and Community Services

Community Wellbeing Manager

Facilities Section

External

Chillagoe residents and ratepayers
Chillagoe Alliance
Chillagoe Chamber of Commerce
Chillagoe Primary School
Chillagoe Health Clinic
Chillagoe Police Service
Mareeba Community Centre

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

Mitigated by targeted needs-based application process to distribute financial assistance to eligible residents and comprehensive community engagement

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Capital
Nil

Operating

Cost to implement the delivery and installation of VAST equipment is \$21,750 which will be funded by the general operating budget as there are no funds remaining in the Chillagoe Benefited Area Levy.

Is the expenditure noted above included in the 2017/2018 budget?

\$14,500 is catered for in the operational budget;
\$ 7,250 from operational savings within the general fund.

IMPLEMENTATION/COMMUNICATION

Applicants will be notified in writing of the outcome

ATTACHMENTS

Nil

Date Prepared: 8 Dec 2017

ITEM-19**RADF ADVISORY COMMITTEE NOMINATIONS**

MEETING: Ordinary

MEETING DATE: 20 December 2017

**REPORT OFFICER'S
TITLE:** Senior Engagement Officer

DEPARTMENT: Community Wellbeing

EXECUTIVE SUMMARY

This report presents the applications for membership to the Regional Arts Development Fund (RADF) Advisory Committee for Council approval.

OFFICER'S RECOMMENDATION

"That Council appoints Tonina Cleland, Ann-Marie Keating, Kylie Lambert, Caroline Lieber, Lynn Potter and Sandy Ryan as members of the Regional Arts Development Fund (RADF) Advisory Committee".

BACKGROUND

The purpose of the RADF Advisory Committee is to actively assist in the implementation of Council's Regional Arts Development Fund Program and provide information, advice and recommendations for Council's consideration on the development of creative arts, culture and heritage throughout the shire. Terms of Reference have been developed to guide the purpose, functions, composition and administration of the Committee. These state that the RADF Advisory Committee will consist of a Councillor and six (6) community members who reflect the diverse arts, culture and geography of the council area and will be appointed for a three (3) year term.

In October/November 2017 Council publicly called for nominations from local artists, arts and cultural workers, members of arts and cultural groups, organisations or associations and people with an interest in community arts, cultural and heritage activities to apply to be a member of the RADF Advisory Committee. Previous members of the Committee were able to re-nominate as per the Terms of Reference. Nominations closed Monday 20 November and six (6) nominations were received. It is recommended that all six (6) applicants are appointed to the RADF Advisory Committee:

1. Tonina Cleland
2. Ann-Marie Keating
3. Kylie Lambert
4. Caroline Lieber
5. Lynn Potter
6. Sandy Ryan

LINK TO CORPORATE PLAN

COM 4 Encourage vibrant and active community participation in festivals and events, arts, culture and natural heritage activities that celebrate the community and its cultural diversity and enrich lifestyle and encourage tourism.

CONSULTATION

Internal
Nil

External
Nil

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

Mitigated by publicly calling for community nominations in writing which address transparent eligibility criteria

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Capital
Nil

Operating
Costs for advertising for community grant round and calling for Advisory Committee nominations

Is the expenditure noted above included in the 2017/2018 budget?
\$500 RADF Advisory Committee budget

IMPLEMENTATION/COMMUNICATION

Community nominees will be notified in writing of the outcome of their application
RADF Advisory Committee members will be published on the Council website

ATTACHMENTS

Nil

Date Prepared: *7 December 2017*

ITEM-20 KURANDA FACILITIES

MEETING: Ordinary

MEETING DATE: 20 December 2017

REPORT OFFICER'S TITLE: Senior Engagement Officer

DEPARTMENT: Corporate and Community Services

EXECUTIVE SUMMARY

This report presents two (2) matters regarding the use of Council facilities in Kuranda.

The first deals with the recommendation by the Tourism Kuranda Advisory Committee to relocate the Tourism Kuranda Executive Officer, on a temporary basis, to the office upstairs at the Kuranda Community Precinct.

The second is a request from the Kuranda District Residents Group to establish a pilot museum in the building previously utilised as the Kuranda Visitor Information Centre and to make use of a storage room at the Kuranda Community Precinct for cataloguing and storing historical items.

OFFICER'S RECOMMENDATION

"That Council:

1. Approve the recommendation by the Tourism Kuranda Advisory Committee for the Tourism Kuranda Executive Officer to relocate temporarily to the Kuranda Community Precinct; and
2. Approve the request by the Kuranda District Residents Group to establish a pilot museum at the office space in Centenary Park on a year-by-year management agreement and to access shared storage space at the Kuranda Community Precinct."

BACKGROUND**Tourism Kuranda Executive Officer**

At the Tourism Kuranda Advisory Committee meeting on 22 August 2017, the Committee recommended that the Tourism Kuranda Executive Officer relocate to the Kuranda Community Precinct to provide suitable office space. Any costs associated with the move or setting up the office will be funded from the Tourism Kuranda budget. This matter was referred to the Kuranda Community Precinct Advisory Committee on 3 October 2017, where the recommendation was endorsed, on the basis it was a temporary relocation. Copies of the respective advisory committee minutes are attached.

Kuranda District Residents Group

The Kuranda District Residents Group Inc. wrote to Council on behalf of the recently formed Kuranda Historical Society Committee to progress a museum project.

The Committee is seeking exclusive use of the building in Centenary Park which was previously occupied by the Kuranda Visitor Information Centre and is currently used as the Tourism Kuranda office. The group proposes to establish a Museum on a trial basis and is also requesting the use of one of the upstairs rooms at the Kuranda Community Precinct to store and catalogue historical items.

Should this request for temporary accommodation in Centenary Park be supported, it will be formalised with a Management Agreement between Council and the group which will reflect the rent free trial arrangement on a year-to-year basis. The Kuranda District Residents Group Inc. would be responsible for operational costs including cleaning, minor maintenance and public liability insurance. During the first 12 months, Council will continue to pay the electricity for the facility, unless this cost escalates dramatically from the current cost, where the group may be asked to contribute to the cost of electricity supply.

Similarly, a Management Agreement will be prepared to establish the guidelines for the shared use of the storage space at the Kuranda Community Precinct. The use of the storage space will be on a temporary basis and reviewed annually. The Kuranda Community Precinct Advisory Committee has recommended to Council that this arrangement be at nil cost to the Kuranda District Residents Group Inc.

The proposed use of the office space in Centenary Park for a museum is highly complementary to the nearby Kuranda Visitor Information Centre.

LINK TO CORPORATE PLAN

COM 3: Encourage the building of strong partnerships with community, private sector and government so as to build community capacity and develop strategies to encourage and support leadership and self-responsibility in the community.

COM 4: Encourage vibrant and active community participation in festivals and events, arts, culture and natural heritage activities that celebrate the community and its cultural diversity and enrich lifestyle and encourage tourism.

CONSULTATION*Internal*

Manager - Community Wellbeing
Senior Facilities Officer
Senior Compliance Officer

External

Tourism Kuranda Advisory Committee
Kuranda Community Precinct Advisory Committee
Kuranda and District Residents Group

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

These risks will be managed in the Occupancy Agreement between Council and the Kuranda District Residents Group Inc. for the office space in Centenary Park and a Hire Agreement for access to the shared storage space at the Kuranda Community Precinct.

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS*Capital*

Nil

Operating

Current arrangements regarding Tourism Kuranda Executive Officer office costs will continue, including office space with cleaning and electricity costs covered by the Facilities budget. Relocation costs and office improvements are to be met by the Tourism Kuranda budget.

Is the expenditure noted above included in the 2017/2018 budget?

Yes

IMPLEMENTATION/COMMUNICATION**Internal Implementation**

Council's Development and Governance Group will develop an Occupancy Agreement with the Kuranda District Residents Group for use of the office in Centenary Park.

Council's Facilities Section will develop a Hire Agreement with the Kuranda District Residents Group for use of shared storage space at the Kuranda Community Precinct.

External Communication / Implementation

The following groups will be advised of the outcome of this report:

Kuranda District Residents Group Inc.
Tourism Kuranda Advisory Committee
Kuranda Community Precinct Advisory Committee

ATTACHMENTS

1. Kuranda District Residents Group Inc. letter of request
2. Tourism Kuranda Advisory Committee meeting minutes
3. Kuranda Community Precinct Advisory Committee meeting minutes

Date Prepared: 5 December 2017

ATTACHMENT 1

KURANDA DISTRICT RESIDENTS GROUP INC LETTER OF REQUEST

Kuranda District Residents Group Inc.
7 September 2017

Mayor Tom Gilmore,
Mareeba Shire Council

Dear Tom,

I write to let you know a Kuranda Historical Society Committee (KHSC) has been formed under the Kuranda District Residents Group Inc. to progress a Kuranda Museum project.

The KHSC is made up of a group of people, whose names are set out below, with considerable interest in things historical and with demonstrated skill in this area. We have been working closely with the Kuranda Community Precinct Advisory Committee (KCPAC) in their efforts to ascertain community-oriented uses for the Kuranda Community Precinct. The KCPAC has recently been awarded an RADF grant for this purpose.

As you probably are aware, there is enthusiasm (and historical items) for a Kuranda Museum, both in Kuranda and Far North Queensland, but as yet we don't have a suitable place to showcase these items or indeed, test community and visitor enthusiasm for such a development. We are aware, however, that the old Kuranda Visitors Information Centre may be becoming vacant. We would like to ask the Mareeba Shire Council for the use of the old Kuranda Visitors Information Centre to set up a small pilot Museum.

While this office would provide a wonderful initial showcase for Kuranda's history, it's unlikely the one room would house the volume of historical items we expect to be forthcoming after a community request for items. We envisage that on top of a display area there will also be a need for a storage and cataloguing space. To this end we have also approached the KCPAC to register our interest in using a portion of the upstairs of the existing Precinct building (above the library) as an interim storage and collection point for Kuranda memorabilia as the Kuranda Museum project moves forward.

We understand the KCPAC is constituted under the Mareeba Shire Council and such a decision would need to be supported by Council. If you think it would be helpful, we would welcome an opportunity to address yourself and councillors on this subject at an upcoming Council Meeting

A favourable decision by Council towards the Kuranda Historical Society Committee using the old Information Centre would be seen by the Kuranda community as a very appropriate use of this Council asset and would provide an excellent opportunity to test the Museum concept. We hope it would also serve to support grant applications for a trained curator and more facilities and would tie in well with the use of the upstairs Cultural Precinct building as a secure interim storage and cataloguing area.

Thank you for your consideration of this request.

Regards,



Garth Owen
President KDRG

List of KHSC members

Peter and Lorraine Ryle
Dug Stratford
Cathy Harvey
Garth Owen

Maggie Herbohn
Gayle Hannah
Anne Clarke
Cathy Retter
Indigenous member to be advised

ATTACHMENT 2

TOURISM KURANDA ADVISORY COMMITTEE MEETING MINUTES



TOURISM KURANDA COMMITTEE

Minutes

Tuesday 22nd August 2017. 4.30pm Tourism Kuranda Office

1. **Welcome and Introduction – Welcome to Kahlia Pepper**
Attendees – Kahlia Pepper (EO TK), Angela Freeman (Koala Gardens/Birdworld), Lenore Wyatt – Chair (MSC), Chris Grantham (Rainforestation), Adrian Pancirov (Heritage Markets), Trish Green (Honey House), Adam Letson (Skyrial), Cathy Harvey (KVIC), Susan Parsons (MSC).
Apologies – Member for Barron River Craig Crawford, Terry Pates (Frogs), Peter Danford (Cedar Park), Cr Tom Gilmore (MSC).
Visitors – Nil.
2. **Confirmation of Previous Minutes – 18th July 2017 Moved Trish Green, seconded Adam Letson.**
Ratified motion from flying Minutes to formally approve that application is made to participate in the Greater China Premium Travel Showcase 2017. Carried (via email).
3. **Business Arising from Previous Minutes**
 - **Motions to Council:**
 - Endorse the recommendation by TK advisory committee that the TK EO attend the Greater China Premium Travel Showcase 2017. **Lost.**
 - Consider the recommendation by TK Advisory Committee that signage in Kuranda is cleaned and refreshed. **Carried.**
 - Consider the recommendation by TK Advisory Committee that Council make available office accommodation at the Kuranda Community Precinct for the TK EO. **Carried.**
 - **Tripping Magazine** – Kahlia to supply copy.
 - **Inbound Up North.** TK to register.
 - **Signage.** Trish reported that signage in Therwine Street also needs cleaning. Images with locations to be sent to Susan Parson, Cc Lenore & Angela.
 - **Poles at entrance to Kuranda.** Find out history and who owns land. Proposal received from local sculptor to develop new totem structure.

ACTION ITEMS - JULY

| Responsible Person | Action | Date for Completion | Follow-up/Completion |
|------------------------------|---|---------------------|----------------------|
| Lenore Wyatt | Contact Kur World re Tourism Levy – email sent | Next meeting | Completed |
| EO | 5 suggestions for photo shoot | Next meeting | Ongoing |
| Susan Parsons | Look at grants available to CCTV – cover whole village. TK members to supply documentary evidence | Next meeting | Completed |
| EO | Bike Racks. With KIAC for funding | | Completed |
| Lenore Wyatt | Letter to Craig Crawford from Mayor re QR contribution. Lenore to speak to Mayor. | | Ongoing |
| Angela Freeman/Susan Parsons | Amend signage distances on Jum Rum Tracks. Referred to Council for follow up. | Next meeting | Ongoing |
| EO | Tripping magazine copy | End August | |
| Susan Parsons | Recommendations to council regarding signage and TK office | | Completed |

4. **Correspondence In/Out:**
Located at the end of EO Report.
5. **Confirmation of Budget Reports**
Report to July 2017 included below.
6. **Confirmation of Executive Officer Report – Moved** Kahlia Pepper, seconded Adam Letson.
7. **General Business**
 - **Budget**. To be discussed at next meeting.
 - **Volunteer Induction** To be conducted at start of next meeting.
 - **CCTV**. Higher priorities recognised in both Centenary Park and Rotary Park in Therwine Street. Motion for Council to reconsider Feedback and background required to support cause for grant.

MOTION RECOMMENDATION TO COUNCIL: Consider the recommendation of Tourism Kuranda Advisory Committee that a public CCTV system is installed in Centenary and Rotary Parks, including Rotary Park highway side as these areas are a higher priority than the need in Coondoo Street, Kuranda. Moved Angela Freeman, seconded Cathie Flambo.
 - **Photography Shoot** EO to look at options for photographer.
8. **Next Meeting: 19th September 2017**
9. **Supporting Documents**

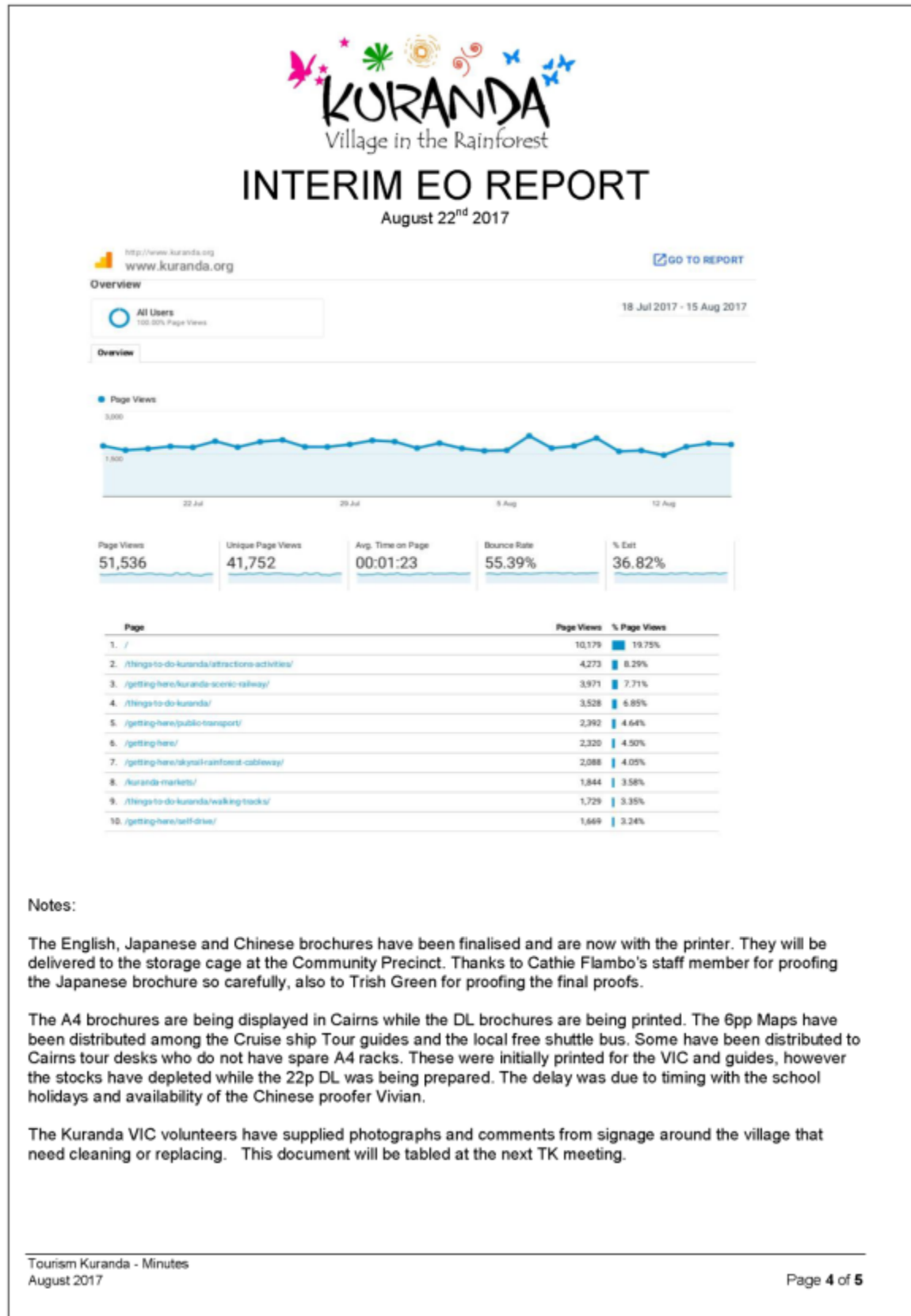
 Previous Minutes - supplied separately
 Income and Expenditure statement - included below
 Executive Officer's Report - attached.

**TOURISM KURANDA INCOME AND EXPENDITURE STATEMENT
to July 2017**

| | BUDGET 2017/18 \$ | ACTUALS | YTD Variance |
|---|----------------------|----------------------|-------------------|
| INCOME | | | |
| Tourism Kuranda Advertising Contributions | 36,500.00 | 761.30 | 35,739 |
| Benefited Rate Contribution | 210,566.18 | - | 210,566 |
| Sundry Revenue | - | - | 0 |
| Surplus Carry Over 2016/17 | 4,934.25 | 4,934.25 | 0 |
| | 252,000.43 | 5,695.55 | 246,305 |
| ADMINISTRATION COSTS | | | |
| Total Administration Costs | 98,800.00 | 3,497.36 | 95,302.64 |
| PROMOTIONAL COSTS | | | |
| A4 Brochure | 8,300.00 | - | 8,300 |
| Map & Visitors Guide | 29,500.00 | 20,754.26 | 8,746 |
| Brochure Distribution | 16,828.00 | 464.09 | 16,364 |
| Kuranda Festival Event | 20,000.00 | - | 20,000 |
| Kuranda Easter Event | 19,638.00 | - | 19,638 |
| Social Media Management | 13,000.00 | - | 13,000 |
| Industry Films & Presentations | 4,000.00 | - | 4,000 |
| Tourism Kuranda Memberships | 1,000.00 | - | 1,000 |
| Adv Pre & Post Tourism Publications | 7,500.00 | - | 7,500 |
| Tradeshows & Sales Missions | 19,000.00 | - | 19,000 |
| Public Relations Management | 5,800.00 | - | 5,800 |
| General Advertising | 4,000.00 | - | 4,000 |
| Total Promotion costs | 148,566.00 | 21,218.35 | 127,367.65 |
| TOTAL ADMIN AND PROMOTION COSTS | 247,366.00 | 24,695.71 | 222,670.29 |
| | | | \$ |
| SURPLUS/(DEFICIT) | \$ 4,634.43 | -\$ 19,000.16 | 23,634.59 |

ACTION ITEMS - AUGUST

| Responsible Person | Action | Date for Completion | Follow-up/Completion |
|------------------------------|---|---------------------|----------------------|
| EO/Cathy | Tripping Magazine copy. | End August | |
| EO | To identify 5 hero shots for photo shoot. | Next meeting | Ongoing |
| EO | Register for inbound Up North. | End August | |
| Susan Parsons | Motion to reconsider location of CCTV priorities. | Next meeting | Ongoing |
| Angela Freeman/Susan Parsons | Amend signage distances on Jum Rum Tracks. Referred to Council for follow up. | Next meeting | Ongoing |
| EO | Send letter to Craig Crawford's office to follow up on past Action Items requested over the past 12 months. | Ongoing | |
| EO | Chinese website/social media. | Next meeting | |



Correspondence in

9/7 Len Astle – final proof English version
 9/7 Len Astle – Japanese translation changes
 20/7 TTNQ Industry Opportunitys
 20/7 Southern Cross Austereo newsletter
 24/7 Wayne Fitzpatrick – followup on printing quote
 24/7 TTT – who is TTT
 25/7 Living in Cairns - Japanese translation
 26/7 NQ distribution invoice
 2/8 confirmation from committee to apply for GCTrade showcase: Adam, Angela
 3/8 TTT = website feature product
 3/8 TTNQ – newsletter
 3/8 Morgan Freeman invoices
 3/8 Tripping Magazine. Re advertising in next issues.
 3/8 Fergies – proofing brochure update
 4/8 Liz Inglis invoice
 4/8 Mel – ABS – change to ABS facebook post
 5/8 TTT – conversations with TTNQ
 8/8 ATEC – inbound Up North Registrations now OPEN
 9/8 Fastrack – invoice
 9/8 Fergies – brochure proofing.
 11/8 TTNQ – becoming China Ready
 13/8 Len Astle – Chinese corrected proof
 13/8 Trade Events – updated username and password (for Kahlia).

Correspondence Out

14/7 Tropic Wings – Website page on www.kuranda.org
 18/7 Fergies – new brochure printing
 24/7 Living in Cairns- Japanese translation
 9/8 Fergies – proof for Kuranda Brochure
 9/8 Trish Green- proofing Kuranda Brochure
 10/8 Susan Parsons – GCTM application details
 16/8 Cathy Greening – Tourdex information update.

Social Media:

Facebook Posts

19th July This month [Kuranda Arts Cooperative Kuranda](http://www.kuranda.org) is celebrating its 20th birthday! The not-for-profit organisation showcases a wide variety of quality artwork in many mediums from its members
 21st July A perfect afternoon stroll along the beautiful Barron River. Great shot @_rox_08!
 24th July Freshhh Cafe is all about fresh produce and fresh food. Enjoy coffee, breakfast, cake and light lunches made with fresh and local produce!
 25th July This beautiful shot, aptly named "Blue Dawn", was taken by Peter Jarver in Darwin at sunrise in 1983
 26th July Falafellicious is an Israeli style falafel bar located at the Kuranda Original Markets!
 27th July The [Kuranda Arts Cooperative Kuranda](http://www.kuranda.org) 20th birthday celebrations were a great success last Saturday
 28th July Barron Falls - truly a sight to behold! Awesome shot @cilhaley!
 30th July The award-winning [Rainforestation](http://www.kuranda.org) Nature Park is situated only 5 minutes from Kuranda Village
 2nd August Delicious superfood smoothies, raw snacks, fresh juices, vegan and dairy-free options are on offer at [Jungle Juice Kuranda](http://www.kuranda.org)
 4th August A beautiful moment captured by @laurenanddouglas at the [Australian Butterfly Sanctuary](http://www.kuranda.org)
 7th August Are you game to try out a birds eye view of the rainforest in a Diamond View [Skyrail Rainforest Cableway](http://www.kuranda.org) carriage?
 9th August Did you know there's a mini-golf course in the middle of the Kuranda rainforest?
 11th August @emmanuelles following the wooden boardwalk through the beautiful North Queensland Rainforest.
 14th August Kuranda always has perfect icecream weather... even in winter! Enjoy a delicious scoop from Kuranda Homemade Tropical Fruit Ice Cream
 16th August KVIC shared Rainforest Journeys Video
 16th August Surrounded by world heritage rainforest, the [Australis Art Gallery](http://www.kuranda.org) stocks one of a kind art pieces.

ATTACHMENT 3 KURANDA COMMUNITY PRECINCT ADVISORY COMMITTEE MEETING MINUTES

KURANDA COMMUNITY PRECINCT ADVISORY COMMITTEE Venue: Tuesday, 3 October 2017

Minutes

Chair: John Baskerville

Attendees: John Robinson, Arch McArthur, Tom Gilmore, Peter Franks, Maggie Herbohn (5:45pm).

Minutes: Amy Phillips (Mareeba Shire Council).

Apologies: Cr. Nipper Brown, Mandy Dewey.

Meeting opened at 4:30pm.

1. Welcome and apologies

Arch joined the meeting at 4:40pm and Maggie joined the meeting at 5:35pm.

2. Review of agenda

3. Declarations of conflict of interest

Nil

4. Previous Minutes and business arising

Amendments: Nil

Moved: John Robinson **Seconded:** Arch McArthur

5. New Pedestrian Gate

- In progress with Council. No further action.

6. Implementation of RADF Grant

- Agenda and format of the Place-Making Plan Community Workshop.
- Update on consultation with community partners including Kuranda Arts Co-op, Kuranda Library, Neighbourhood Centre and sport and recreation.

| Action | Responsible |
|---|----------------------------------|
| Contact Ngoonbi to identify the sport and recreation officer | John Baskerville |
| Create resources and finalise Agenda / plan for the Community Workshop. | John Baskerville Amy Phillips |

7. Other business

- Tourism Kuranda Executive Officer to relocate to Kuranda Community Precinct Office on a temporary basis.
- Play & Learn sessions hosted by Mulungu commenced during Term 3.
- Kuranda Historical Society request to temporarily store items supported, with the space to be shared.

| Action | Responsible |
|--|--------------|
| Advise Kuranda Historical Society of the outcome of the request. | Amy Phillips |

8. Next meeting

Place Making Plan Community Meeting Friday, 27 October 2017

Meeting closed: 6:30pm

ITEM-21 LIBRARY SERVICES EFFICIENCIES REVIEW

MEETING: Ordinary

MEETING DATE: 20 December 2017

REPORT OFFICER'S TITLE: Coordinator Libraries

DEPARTMENT: Corporate and Community Services

EXECUTIVE SUMMARY

This report presents key recommendations for Council endorsement which were made in the Library Services Efficiencies Report. The recommendations were produced after comprehensive engagement with library staff to review library service efficiencies in May-July 2017.

OFFICER'S RECOMMENDATION

"That Council adopt the recommendations regarding the Library Service Efficiencies Review as outlined in this report."

BACKGROUND**1. Preparation of an Annual Calendar of Library Events and Activities**

The Mareeba Shire Library Services Efficiencies Review recommended the compilation of an annual calendar of events which can be delivered within the existing Library Service budget and are aligned with core public library service goals and priorities. The SMART annual program of events has been compiled with consideration to:

- **Specific** - Strategic Outcomes and Target Audiences as identified in the Efficiency Review
- **Measurable** - the value of each activity will be assessed in terms of their support of literacy and numeracy skills, cognitive and personal development and enhancement of fine and gross motor skills
- **Agreed Upon** - The Henshaw Report has provided a framework to identify core library activities and this report finalises the approval process for library programming
- **Realistic** - The proposed calendar of events can be delivered within the current budget and permanent staffing levels
- **Time-framed** - Scheduling of events is designed to accommodate programming without the use of additional staff hours, to suit customer demand, and align with the scheduling of events by Council, community groups and State Library of Queensland

The SMART framework ensures that the Mareeba Shire Library Calendar of Events and Activities 2018 is a realistic, deliverable and sustainable schedule of programming which focusses on the identified priorities for Mareeba Shire Library Service of:

- Improving Literacy
- Addressing Disadvantage
- And Contributing to Community Connectivity.

The Calendar will enable Council Officers and community agencies to improve planning for the library activities and displays they host at library venues e.g. animal management community education displays, Men's Shed display, Wheelbarrow Race display, library visits by community support agencies.

It is recommended that Council endorses the preparation of an annual calendar of Library Service events and activities.

2. Review Opening Hours

The standardisation of library opening hours at the Kuranda and Mareeba branches was a priority recommendation made by Roger Henshaw Consultancy Service in the Efficiencies Review Report (May- July 2017). The report noted that opening hours should be based on an assessment of the most convenient days and times for clients and potential clients. To facilitate this assessment the Library Service conducted a detailed survey of transactions which mapped customer demand and identified peak periods of library usage. The data collected indicated a strong demand for morning trading and minimal new library transactions recorded during the extended / late opening hours at Kuranda and Mareeba Branches.

The high demand for Library services in the morning is reflective of general community patterns of activity for the key library users at both Mareeba and Kuranda Libraries which are families and seniors. The adoption of the standardised hours of opening will allow Mareeba Library to open on Monday morning from 10:00am. This will mean the total weekly hours of Mareeba and Kuranda branch libraries will be aligned at 38 hours per branch with standardised opening hours Monday to Friday 10am to 5 pm and Saturday opening from 9am to 12 noon at both branches. A detailed review of utilisation of the library on Saturdays will be undertaken and a further report brought to Council in the New Year.

The recommended changes to opening hours:

- Can be accommodated within the existing library service budget;
- Are based on a front desk transactional analysis conducted manually by staff and a library systems analysis to identify peaks and trends in the Kuranda and Mareeba library branches;
- Are informed by a consideration of customer demand and community impacts.

It is recommended that Council endorses the outcome of the review of library service opening hours and standardises the opening hours at Kuranda and Mareeba library branches.

LINK TO CORPORATE PLAN

GOV 3: Undertake a whole of council service level review to establish sustainable operational costs across core local government business and consult with communities

COM 3: Encourage building of strong partnerships with community, private sector and government so as to build community capacity and develop strategies to encourage and support leadership and self-responsibility in the community

CONSULTATION

Internal

Mareeba Shire Council CEO
Director of Corporate and Community Services
Manager Community Wellbeing
Library Branch Officers

External

Roger Henshaw Consultancy Services

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Capital

Nil

Operating

Nil

Is the expenditure noted above included in the 2017/2018 budget?

Yes

IMPLEMENTATION/COMMUNICATION

On adoption of the standardised opening hours Library Management Systems, Council's website and Library signage will be altered to show the new business hours.

The 2018 Calendar of Library Service Events and Activities will be published on the website and in branches.

ATTACHMENTS

Nil

Date Prepared: 8 December 2017

INFRASTRUCTURE SERVICES

TECHNICAL SERVICES

ITEM-22 **APPLICATION FOR PERMANENT ROAD CLOSURE OF
AN AREA ABUTTING THE SOUTHERN BOUNDARY OF
RA 27 MYOLA ROAD KURANDA**

MEETING: Ordinary

MEETING DATE: 20 December 2017

**REPORT OFFICER'S
TITLE:** Technical Officer Investigations

DEPARTMENT: Infrastructure Services, Technical Services Group

EXECUTIVE SUMMARY

Correspondence has been received from an applicant seeking Council's position on an application under the Land Act 1994 to permanently close an area of road reserve abutting the southern boundary of Lot 2 on RP713556 at 27 Myola Road, Kuranda.

OFFICER'S RECOMMENDATION

"That Council, as the Road Manager, advises the Department of Natural Resources and Mines (DNRM) that use of the land as proposed is unable to be authorised by the road manager or trustee of the reserve land for the reasons detailed in this report."

BACKGROUND

As part of the Department of Natural Resources and Mines (DNRM) road closure application process, DNRM requires a submission from the Road Manager prior to any decision on an application.

Accordingly, the applicant is requesting Council's views as the Road Manager, to permanently close an area of road reserve abutting the southern boundary of Lot 2 on RP713556 and shown as DNRM Smart Map drawing number 8064-34211. Council is to determine the impacts of the application and provide a response to DNRM, supported by reasons for the decision.

The applicant wishes to close the road reserve to incorporate it into their adjoining freehold lot and advise that it is their intention that it will remain as rainforest. The applicant advised there was a road licence over the area from 1963 and correspondence from DNRM supports this and confirms the road licence was surrendered in 2014. There is no formed road or track maintained by Council in this section of road reserve, however, a private driveway for another adjoining property lies within the first 140 metres of the road reserve.

If the road closure were to proceed as per the application:

- Future connectivity of the road network would be impacted as the area of road reserve abuts Myola Road, which is identified as a collector road in Council's road asset register and it connects to other sections of unmaintained road reserve further along.
- It will effectively land lock the small developed block (1RP727991) to the south of the road reserve. Presently, the private driveway for this property lies within the unmaintained road reserve subject to the application, and no other Council maintained roads or unmaintained road reserves provide access to this property.
- Two larger blocks (1RP743594 and 2RP720923) on the south side of the area would be disadvantaged as their only alternative access is via a narrow frontage along the Kennedy Highway.

It is the opinion of Council officers that the section of road reserve subject to this application may still be required for access and/or infrastructure at some time in the future and should remain open at this time.

LINK TO CORPORATE PLAN

ECON 3 - Undertake the management of Council's assets in accordance with the long term asset management plans developed for all infrastructure asset classes to ensure the Shire's infrastructure networks are maintained and renewed to maximise their long term benefit to industry and the community.

CONSULTATION

Internal

Manager Technical Services
MSC Planning officers
MSC Rates officers

External

DNRM

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Capital

Nil

Operating

Nil

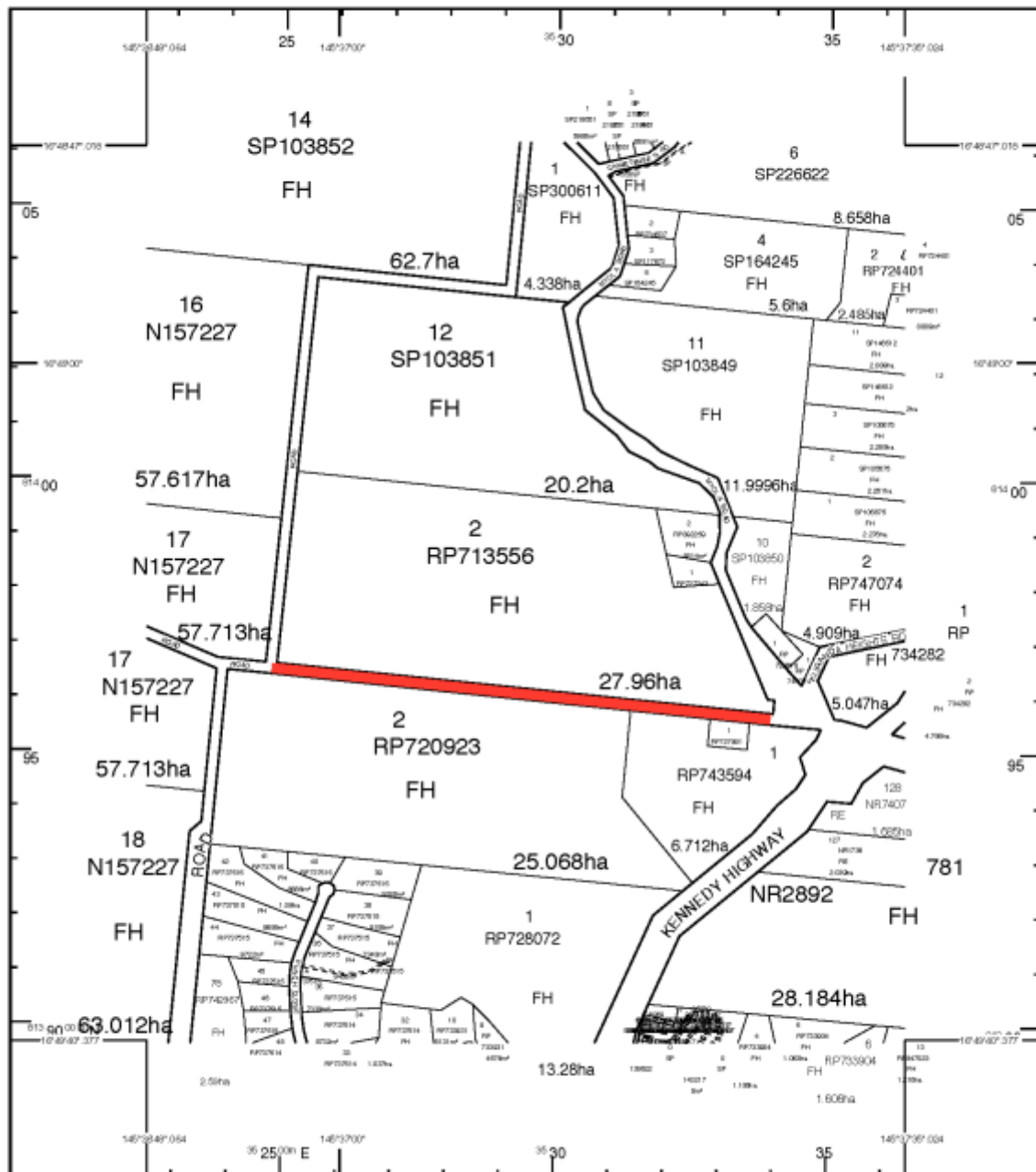
IMPLEMENTATION/COMMUNICATION

Following publication of Council minutes prepare and send communication to DNRM advising of Council's decision.

ATTACHMENTS

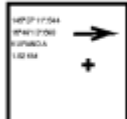
1. DNRM Smart Map;
2. Locality Plan;
3. Correspondence received from the applicant dated 20 November 2017;
4. Email from DNRM advising of surrendered road licence.

Date Prepared: 11 December 2017



STANDARD MAP NUMBER
8064-34211

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB
Location 2RP713556
Area/Volume 27.96ha
Tenure FREEHOLD
Local Government MAREEBA SHIRE
Locality KUPANDA
Segment/Parcel 9200521

CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 20/11/2017

DCDB 18112017

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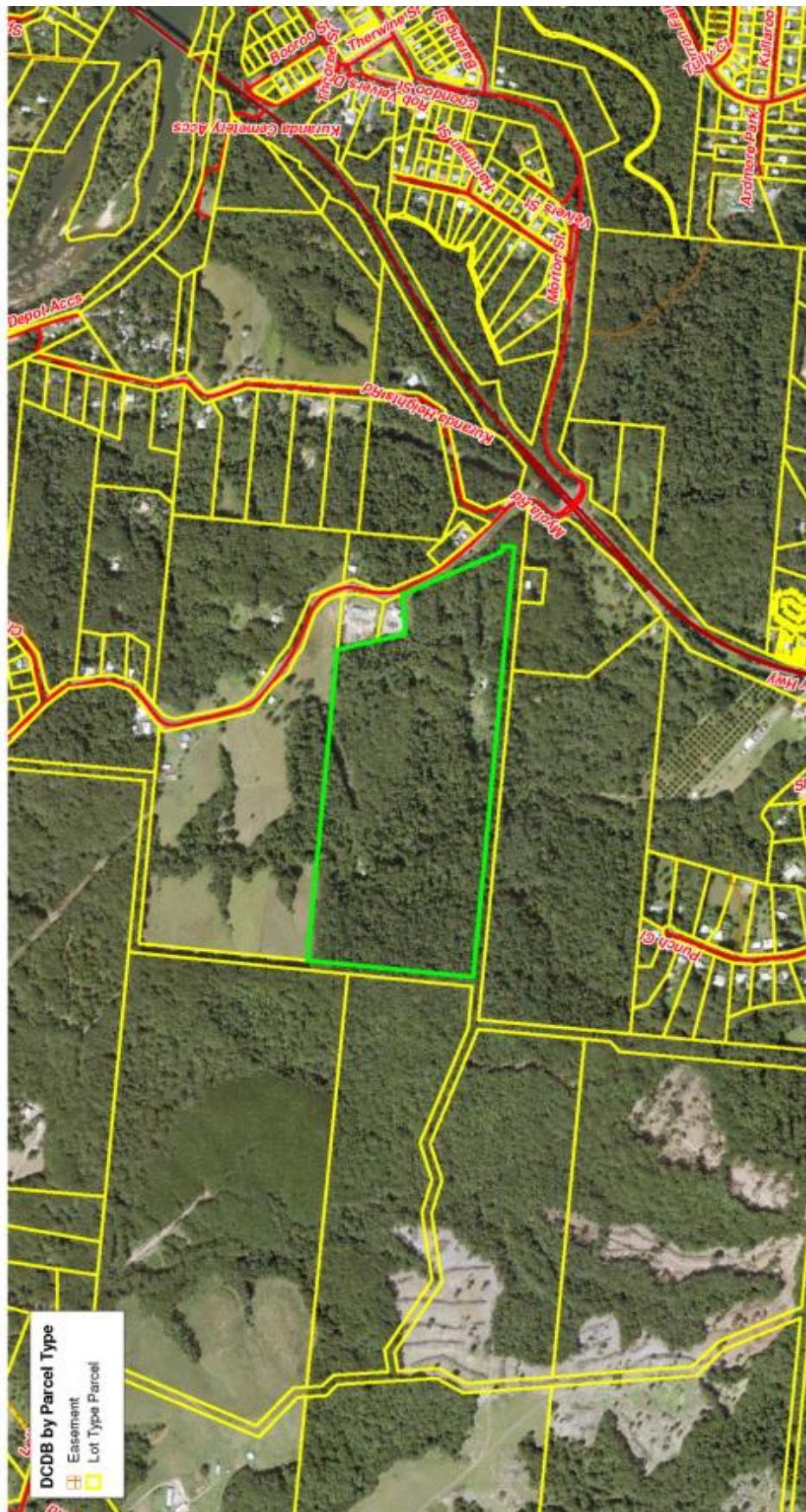
For further information on SmartMap products visit <http://dnrm.qld.gov.au/property-mapping-forms.asp>

SmartMap

An External Product of
SmartMap Information Services
Based upon an extraction from the
Digital Cadastral Data Base



(c) The State of Queensland,
(Department of Natural
Resources and Mines) 2017.



From: Tracy Dods [mailto:tracy@tracydods.com]

Sent: Monday, 20 November 2017 3:54 PM

To: Info (Shared)

Subject: Application for permanent road closure over Lot 2 RP713556 - 27 Myola Road Kuranda - Tracy Dods

Hi I spoke to Lindy this morning about permanently closing a road easement that adjoins our property.

Property is located at 27 Myola Road. Kuranda.

Property ID 5072673

MAREEBA SHIRE L2 RP713556

Size 27.96 HA

My parents had the road temporarily closed since 1963 to their deaths last year. The road easement goes through dense rainforest and a steep gully past the back of our house. It will remain rainforest.

I have had a meeting with Stephen Lavery at the DNRM and he has provided Form C for you to fill out.

Here is the form and the map with the road easement in red....

Many Thanks

Tracy Dods

0425 208 089

From: FISHER Leisa [mailto:Leisa.Fisher@dnrm.qld.gov.au]
Sent: Friday, 8 December 2017 2:57 PM
To: Mark Campman
Subject: RE: Road closure applications

Hi Mark
Sorry.

The road licence was surrendered in 2014, I have sent a request to our cartos to update SmartMap for that small section of road to reflect its status as 'open' road not 'temporarily closed'

Regards

Leisa Fisher
A/ Land Officer
State Land Asset Management, Service Delivery - North Region
Department of Natural Resources and Mines
Level 5, Building 2, William McCormack Place, 5B Sheridan Street
PO Box 937, CAIRNS Q 4870
Telephone: (07) 4222 5122
Email: leisa.fisher@dnrm.qld.gov.au

From: Mark Campman [mailto:MarkC@msc.qld.gov.au]
Sent: Friday, 8 December 2017 2:55 PM
To: FISHER Leisa <Leisa.Fisher@dnrm.qld.gov.au>
Subject: RE: Road closure applications

Thanks for that Leisa,
The RP number is wrong sorry.
It's RP713556.
Could you let me know if there is any road licence attached or used to be attached to Lot 2 RP 713556?
I might have given you the wrong number sorry.
Cheers,

Mark Campman
Technical Officer - Investigations

From: FISHER Leisa [mailto:Leisa.Fisher@dnrm.qld.gov.au]
Sent: Friday, 8 December 2017 2:42 PM
To: Mark Campman
Subject: Road closure applications

Hi Mark

Here is the link to our departmental information page on the internet which is public access.
<https://www.qld.gov.au/environment/land/state/roads/closure>

The section on 'adjoining owner' outlines who can apply and there is also a PDF document with 3 different examples. I think that an adjoining owner could apply for closure of the full width of road (to which their property abuts), but in this instance I would advise it would be more appropriate to apply to close the section of road west of Lot 1 on RP727991.

Our records indicate that the road licence was surrendered and the road reopened as on 11/04/2014.

Regards,
Leisa Fisher
A/ Land Officer
State Land Asset Management, Service Delivery - North Region
Department of Natural Resources and Mines
Level 5, Building 2, William McCormack Place, 5B Sheridan Street
PO Box 937, CAIRNS Q 4870
Telephone: (07) 4222 5122
Email: leisa.fisher@dnrm.qld.gov.au

ITEM-23

**PROPOSED ROAD NAMING OF UNNAMED ROAD
RESERVES, LOCALITY OF ARRIGA, MUTCHILBA,
DIMBULAH, CHILLAGOE, MAREEBA AND MT MOLLOY**

MEETING: Ordinary

MEETING DATE: 20 December 2017

REPORT OFFICER'S

TITLE: Director Infrastructure Services

DEPARTMENT: Infrastructure Services

EXECUTIVE SUMMARY

The purpose of this report is to name several unnamed road reserves within Mareeba Shire. Naming of unnamed roads facilitates safe and efficient access for residents, visitors and service operators, assists in property identification and identifies road assets within Council's maintained road asset register.

Following the resolution of Council of 19 July 2017 endorsing the naming of six (6) unnamed roads where no objections were received from residents, Council officers have now reviewed the list of proposed road names where objections were received. The use of Council's approved list of proposed names and an alternative road name suggested by residents was considered by Officers in accordance with Council's Road Naming Policy.

OFFICER'S RECOMMENDATION

"That Council:

1. Name the unnamed road reserves detailed in this report and amend Council's road asset register to reflect the following Council maintained roads:
 - Powell Road, off Emerald End Road, Mareeba
 - Ganly Road, off Henry Hannam Drive, Mareeba
 - Cane Road, off Chewko Road, Chewko
 - Lee Sye Road, off Tyrconnell Road, Arriga
 - Mutchilba Road, off Mutchilba Road, Mutchilba
 - Lowe Road, off Metzger Road, Mutchilba
 - Ferguson Street, off Eastern Street, Chillagoe
 - Linedale Road, off Aerodrome Road, Chillagoe
 - Barnes Street, off High Street, Irvinebank
 - Quinn Road, off Fraser Road, Mount Molloy; and
2. Not name the unnamed roads which branch off Roos Road approximately 180 metres south of the Martin Road intersection at Chewko and remove these roads from Council's maintained road register; and
3. Advise the owners of properties abutting these road reserves of this decision in writing."

BACKGROUND

As part of Council's ongoing review of the road asset register, it was identified that a number of unnamed roads appeared in Council's maintained road asset register.

In accordance with Council's Road Naming Policy, Council officers wrote to affected residents and provided thirty (30) days to respond with a submission in opposition or support of the proposed road naming.

Council resolved at the Ordinary Meeting of 19 July 2017 to name six unnamed roads where no objections / responses were received from residents and sought Council Officers to review the list of objections submitted.

The table below provides the region and location of the outstanding unnamed roads and the proposed road name. Objections and the alternative name, if suggested, by residents were considered.

| Locality | Unnamed Road/s Off | Proposed Road Name | Comment |
|-------------------|--|---|---|
| Mareeba | Emerald End Road | Powell Road | After WWII veteran; however name is not listed on Council's approved list |
| | Henry Hannam Drive | Ganly Road | Selected from Council's approved list |
| Chewko | Roos Road | Cane Road | The proposed road names of Birrell and Brims Road to remain as private access road. Eakin to continue as Cane Road |
| | Roos Road (at Cane Road intersection) | *private access road to be removed from road register | Affected residents objected to proposed road naming and agreed for these to remain as a private access road with no change to present rural address numbers |
| Arriga | Tyrconnell Road (connecting McBean Road) | Lee Sye Road | Selected from Council's approved list |
| Mutchilba | Mutchilba Road | Mutchilba Road | Road to continue as Mutchilba Road |
| | Metzger Road | Lowe Road | No objections received |
| Chillagoe | Eastern Street | Ferguson Street | After pioneer family of the area |
| | Aerodrome Road | Linedale Road | Selected from Council's approved list |
| Irvinebank | High Street | Barnes Street | Selected from Council's approved list |
| Mt Molloy | Fraser Road (connecting Quinn Road) | Quinn Road | Road to continue as Quinn Road |

LINK TO CORPORATE PLAN

ECON 3 - Undertake the management of Council's assets in accordance with the long term asset management plans developed for all infrastructure asset classes to ensure the Shire's infrastructure networks are maintained and renewed to maximise their long term benefit to industry and the community.

CONSULTATION*Internal*

Manager Works
Assets Officer
Senior Planner

External

Adjoining Property Owners

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

Naming of unnamed roads facilitates safe and efficient access for residents, visitors and service operators, particularly Emergency Services.

POLICY IMPLICATIONS

Road Naming Policy (version 2b)

FINANCIAL & RESOURCE IMPLICATIONS*Capital*

Nil

Operating

Nil

IMPLEMENTATION/COMMUNICATION

On approval of a road name from Council, property owners and Emergency Services will be advised in writing and Council's asset, rates and GIS officers will be provided with the approved names to update Council's records.

ATTACHMENTS

1. Locality Maps.

Date Prepared: 11 December 2017



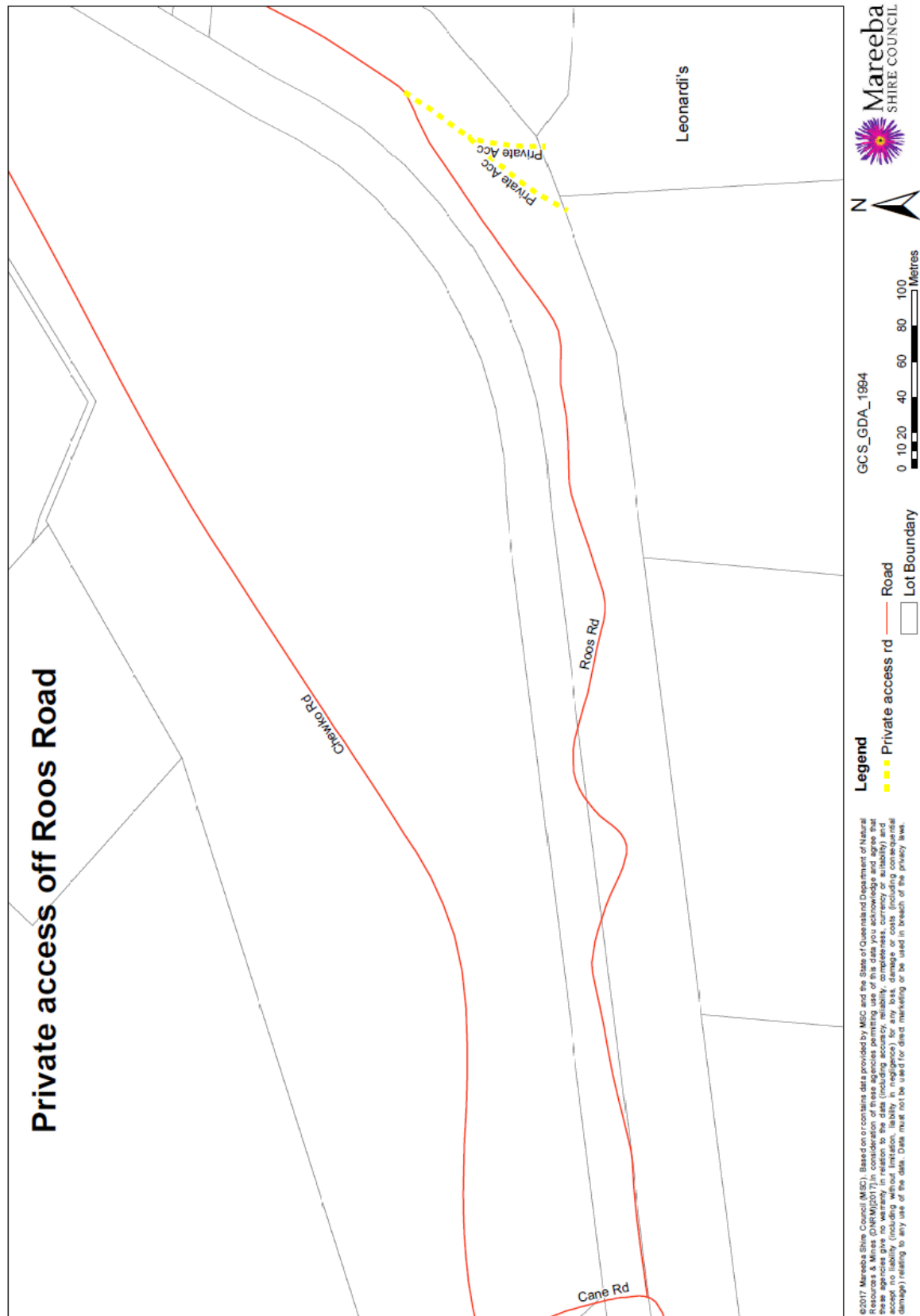
Unnamed road off Emerald End Road, Mareeba: proposed new name - Powell Road



Unnamed road off Henry Hannam Drive, Mareeba: proposed new name - Ganly Road



Unnamed road off Cane Road, Chewko: proposed new name - Cane Road



Unnamed road off Roos Road, Chewko: private access to be removed from maintained road register

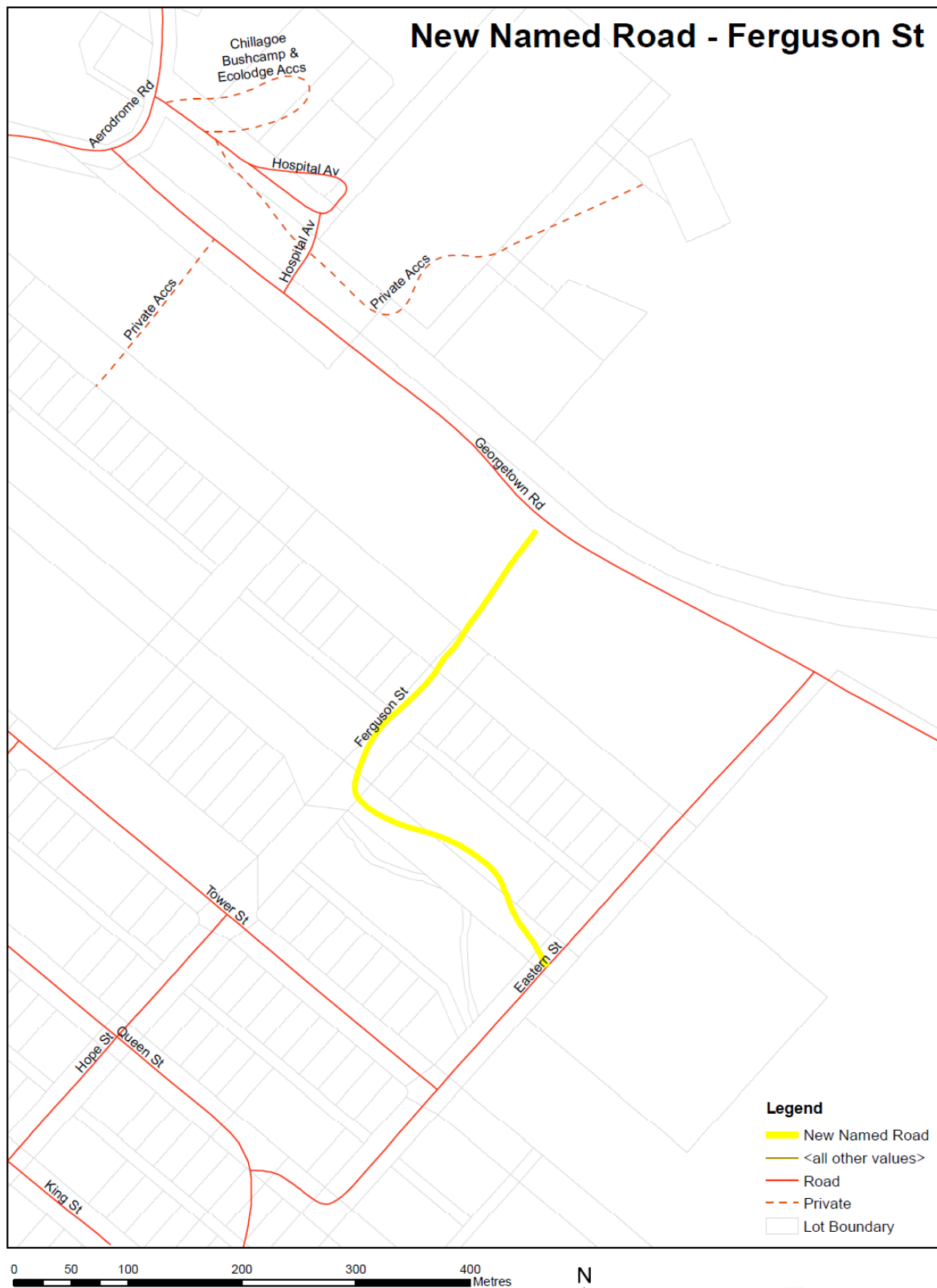




Unnamed road off Mutchilba Road, Mutchilba: proposed new name - Mutchilba Road



Unnamed road off Metzger Road, Mutchilba: proposed new name - Lowe Road



Unnamed road off Eastern Street, Chillagoe: proposed new name - Ferguson Street



Unnamed road off Aerodrome Road, Chillagoe: proposed new name - Linedale Road



Unnamed road off High Street, Irvinebank: proposed new name - Barnes Street



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Legend

— New Named Road — Road Lot Boundary

GCS_GDA_1994

Unnamed road off Fraser Road, Mount Molloy: proposed new name - Quinn Road

ITEM-24**BICENTENNIAL LAKES MASTER PLAN****MEETING:** Ordinary**MEETING DATE:** 20 November 2017**REPORT OFFICER'S****TITLE:** Senior Environmental Advisor**DEPARTMENT:** Infrastructure Services

EXECUTIVE SUMMARY

The Bicentennial Lakes has the potential to be a key focal area and visitor attraction for Mareeba and has been identified by community organisations as a potential major benefit to the shire. Master planning has commenced with the drafting of a concept drawing that highlights potential uses and improvements to precincts within the Bicentennial Lakes.

The draft concept drawing is proposed to be used to initiate community consultation with a view to unifying community and council efforts and developing documentation that will support Council's decisions and external funding applications. Capital works to commence the realization of the master planning will commence in 2018 with the Council endorsed, Works for Queensland pathway and safety lighting.

OFFICER'S RECOMMENDATION

"That Council adopt the attached Bicentennial Lakes Masterplan draft concept drawing for consultation purposes."

BACKGROUND

The Mareeba Bicentennial Lakes parkland was constructed in 1988 along the path of Basalt Gully to beautify a large and narrow strip of overgrown "wasteland". The Bicentennial Lakes parkland consists of a series of small and shallow lakes, islands, vegetation areas, pathways, open grassed areas and a narrow riparian zone. The parkland stretches for approximately 1.5 km between Rankin Street and Granite Creek.

The Bicentennial Lakes has the potential to be a key focal area and visitor attraction for Mareeba and has been identified by community organisations as a facility that will support our growing and diverse population and enable safe, active, healthy and vibrant lifestyles. Previously the Bicentennial Lakes were considered to be a picturesque spot for families and tourists, and a facility for schools to support curriculum learning. The parklands also include a memorial area known as the "Perfume Gardens". Today, the Bicentennial Lakes remains popular for walkers and joggers due to the pathways. However, usage in the park has declined and anti-social behavior issues have increased.

The parkland has the potential to be a premium* open space that provides opportunities for:

Recreation:

- Promotion of active leisure
- Walking, running
- Adventure playgrounds
- Exercise stations
- Complements pool, fitness trail

Events:

- Natural sound theatre / amphitheatre
- Weddings
- Markets
- Fun runs
- Festivals

Environment:

- Provides a place for the study of the environment
- Provides a place where the community can value a natural landscape
- Artistic opportunity

Connection:

- Connects to other Council open spaces like Mary Andrews park, Granite Creek
- Allows pedestrian traffic from the CBD to Mareeba west.

** Premium park is defined in the Project Prioritisation Tool as providing a key public focus for the Council and is a defining icon of Council service.*

The realisation of these opportunities is currently constrained by the size of the parkland, declining waterway aesthetics, undesirable social behaviour and lack of features to attract visitors and usage. To address these issues, master planning has commenced and the overall parkland has been strategically divided into manageable precincts. The draft Masterplan proposes potential uses for each precinct and solutions to known constraints.

The draft concept drawing (attached) is the result of that master planning work and represents the visionary improvement concept that can be used as a starting point for community consultation with the Bicentennial Lakes Revitalisation Committee and the Muluridji Aboriginal Tribal Corporation; the latter being the Native Title holders for this land.

A letter to the Bicentennial Lakes Revitalisation Committee and the Muluridji Aboriginal Tribal Corporation has been drafted and is attached for Council's consideration.

Concurrently capital works to commence the realization of the master planning will commence in 2018 with the Council endorsed, Works for Queensland pathway and safety lighting.

LINK TO CORPORATE PLAN

COM 2 - Conduct an analysis of current community facilities and develop a Shire wide community facilities plan to guide the assessment of maintenance programmes, possible capital upgrades of existing facilities and community requests for new facilities and ensure equity of access.

ENV 5 - Prepare an environmental scorecard to ascertain the current status of the natural environment in the Shire and to inform Council's response to environmental management and sustainability and the development of protection and conservation plans.

ECON 2 - In partnership with local business, industry groups and economic and regional development organisations, continue to develop strategies to assist, strengthen, develop and promote existing and new businesses and industries.

CONSULTATION

Internal

Manager Works
Manager Technical Services
Director Infrastructure Services
Manager Community Wellbeing

External

Nil

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

There is a risk of community expectation that improvements will be undertaken will increase once consultation commences. To ensure that the risk of negative community feedback is minimised, Council must engage in accordance with the Community Consultation Policy and Strategy, ensure co-contribution funding is available each year to compliment grant and subsidy applications, and build the Masterplan implementation into the Operation Plans of relevant Council functional areas.

There is a risk of losing the knowledge gained through the master planning exercise and waterway aesthetics improvement over time e.g. the management of the weirs over time. This will be minimised with the registering of relevant documentation.

POLICY IMPLICATIONS

Community engagement is to be conducted in accordance with the Mareeba Shire Council's current Community Engagement Policy and Strategy.

FINANCIAL & RESOURCE IMPLICATIONS

Capital

The draft Concept Drawing and Masterplan provides for consultation with key stakeholders with a view to developing documentation that will support grant and subsidy applications into the future. Due to the scale of the overall masterplan's vision of potential upgrades and improvements, several sources of funding will be required including Council's capital works funding.

Operating

Operating measures to improve to the waterway aesthetics including the manipulation of the weirs for the dry and wet seasons and the potential application of specialised aquatic herbicides will require additional annual operational funding.

Is the expenditure noted above included in the 2017/2018 budget?

N/A

If not you must recommend how the budget can be amended to accommodate the expenditure

N/A

IMPLEMENTATION/COMMUNICATION

Community engagement is to be conducted in accordance with the Mareeba Shire Council's current Community Engagement Policy and Strategy.

Special regard must be given to the consultation with the Muluridji Aboriginal Tribal Corporation.

ATTACHMENTS

1. Draft Bicentennial Lakes Master Plan

Date Prepared: 11 December 2017

Mareeba Bicentennial Lakes



- | | | | |
|-------------------------|--|-----------------|--|
| EXISTING | PROPOSED | | |
| Entrance | Reclaimed land (previously lake) | Cafe | |
| Road | Redirected water | Exercise area | |
| Footpath | Information sign | Perfume garden | |
| Foot bridge/causeway | BBQ | Amphitheatre | |
| Trees | Water wheel to power tree illumination | Playground | |
| Car park | Tap | Fenced dog park | |
| | Wedding site | Footpath | |
| Toilets | | | |
| Undercover picnic table | | | |
| Picnic table | | | |
| Bench seat | | | |
| Waterway/lake | | | |
| Island | | | |

ITEM-25 REPORT ON PETITION FOR REMOVAL OF SPEED HUMPS ON BARRON FALLS ROAD, KURANDA**MEETING:** Ordinary**MEETING DATE:** 20 December 2017**REPORT OFFICER'S TITLE:** Technical Officer Investigations**DEPARTMENT:** Infrastructure Services, Technical Services

EXECUTIVE SUMMARY

Following a petition presented at the Ordinary Meeting on 25 October 2017, requesting the removal of the speed humps on Barron Falls Road, a report has been prepared following assessment of the request.

OFFICER'S RECOMMENDATION

"That Council do not remove the speed humps on Barron Falls Road near the Tully Court intersection in Kuranda."

BACKGROUND

A set of speed humps is located either side of the pedestrian crossing on Barron Falls Road where the Jum Rum Creek walking track meets Barron Falls Road, north of the Tully Court intersection. The speed humps were installed as a traffic calming device in 2002 following recommendation from the Kuranda Walking Tracks Committee, which comprised the Mayor, Council Officers and members of the Kuranda community.

The concern at the time was that tourists exiting the rainforest at the Jum Rum Creek walking track could easily wander onto Barron Falls Road, which is high-volume collector road.

To reduce the risk to pedestrians, speed humps were installed to reduce the speed of the vehicles prior to the pedestrian crossing and warn drivers that pedestrians cross at this location.

A petition with 32 signatures requesting the removal of two speed humps on Barron Falls Road in the vicinity of Tully Court was presented at the Ordinary Meeting held on 25 October 2017. Council resolved to receive the petition and request Council officers to prepare a report on the matter.

Council Officers have undertaken site inspections and assessment of the request and have found that there have been no recorded accidents at this location. Consultation has been undertaken with officers from Kuranda Police who have advised that in their opinion, the speed humps do not pose a hazard to motorists and should remain. Furthermore, the number of tourists and locals using the Jum Rum walking track is expected to increase in the

coming years. Line marking of the pedestrian crossing and speed humps to ensure their visibility for motorists has been refreshed in November 2017 as part of Council's usual maintenance program.

As the speed humps are performing their desired function, and with no recorded traffic incidents recorded as a result of their installation, it is recommended that the speed humps remain.

LINK TO CORPORATE PLAN

ECON 3 - Undertake the management of Council's assets in accordance with the long term asset management plans developed for all infrastructure asset classes to ensure the Shire's infrastructure networks are maintained and renewed to maximise their long term benefit to industry and the community.

CONSULTATION

Internal

Manager Technical Services
Director Infrastructure Services

External

Kuranda Police

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

An assessment has been undertaken and it has been determined that the speed humps are providing a net benefit to risk reduction for road users and pedestrians.

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Capital

Nil

Operating

Nil

Is the expenditure noted above included in the 2017/2018 budget?

Nil

If not you must recommend how the budget can be amended to accommodate the expenditure

Nil

IMPLEMENTATION/COMMUNICATION

The Head Petitioner will be notified of Council's decision.

ATTACHMENTS

1. Photographs of the site taken by Council Officers.
2. Email from Kuranda Police.

Date Prepared: 13 October 2017



From: Brans.Deb@police.qld.gov.au
Sent: Friday, 3 November 2017 12:20 PM
To: Mark Campman
Subject: Barrons Falls Road speed bumps.

Good afternoon Mark,

In response to your phone enquiry there have been no reported traffic crashes on our Police system between the 3/11/2015 and today's date at the intersection of Barron Falls Road and Tully Crt in Kuranda. One incident occurred on the 1st January 2017 at the intersection of wrights lookout Rd and Barron Falls Rd but this particular incident actually occurred in the car park of the Barron Falls waterfall tourist area which is several Kms from the Tully Crt intersection. The only comment I can make on the speed bumps located in this area is that they are a little difficult to see at low light or at night time due to the paint being worn off the speed bumps however they are appropriately signed therefore I see no issue and don't believe they are a hazard in any way. They are necessary to facilitate the pedestrian crossing on that section of road.

Regards,

Deb

Deborah BRANS
S/C 22002
Kuranda Station
40937356

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**ITEM-26 PROJECT PRIORITISATION APPRAISAL CRITERIA
REVIEW**

MEETING: Ordinary

MEETING DATE: 20 December 2017

**REPORT OFFICER'S
TITLE:** Strategic Project Officer

DEPARTMENT: Infrastructure Services

EXECUTIVE SUMMARY

Councillors have recently reviewed the proposed methodology for prioritising infrastructure projects. This report provides the updated criteria for Council's consideration as part of the 2018-19 Capital Works Program Development.

OFFICER'S RECOMMENDATION

"That Council adopt the Project Prioritisation Tool (PPT) criteria for prioritising Infrastructure Services capital works projects."

BACKGROUND

Mareeba Shire Council generates approximately \$28M in net rates and utility charges and owns approximately \$380M (Written Down Value) of assets that are used to deliver services to the community. Like most Councils, MSC has limited funds available for Capital Works projects. To address this issue, the International Infrastructure Management Manual (IIMM 2011) provides a range methods for prioritising projects of which Council regularly uses two.

The first method is a multi-criteria analysis which is part of Council's Project Prioritisation Tool (PPT, Attachment One), and the second method is a risk assessment which is consistent with Council's Enterprise Risk Management Policy and Framework.

This workshop will review the methodology and criteria for prioritising capital projects, and has updated information on grant applications and Works for Queensland,

Asset Management Principles for Capital Investment Decision Making***Why do Councils invest in Assets?***

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

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

Grant Applications and Works for Queensland - Further Funding Round

During the election campaign, the Government pledged a further \$200 million for Works for Queensland projects. It is proposed that when capital investment decisions for this funding package and any other grant program are made, the Project Prioritisation Tool and the 2018-19 Capital Works Program methodology are considered.

Project Prioritisation Tool - MSC Methodology for Prioritising Capital Projects

Multi-criteria Analysis

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

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

Updated Roads PPT

It is proposed to update and combine the Rural Roads and Urban Streets PPT from 2018-19. The updated criteria provide an objective and transparent method to compare road investment projects and allow Council to make investment decisions that support an optimal balance between affordability, levels of service and risk management.

The roads criteria reference a combination of the FNQROC Regional Development Manual, The Institute of Public Works Engineering Australasia (Queensland) Lower Order Road Design Guidelines (LORDG), Black Spot Program Guidelines and Whole of Life Cost principles.

Community Housing PPT

It is proposed to provide Community Housing projects as a separate sheet for Council review as these assets are typically managed and funded separately to other Council facilities.

Risk Rating Development

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

Capital Works Planning

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

| Rank | Description | Estimate | | | PPT Appraisal Score | Risk | External Funding | Developer Cont-ns | MSC \$ | Comments |
|------|-------------|----------|--------------------|-------|---------------------|------|------------------|-------------------|--------|----------|
| | | Renewal | Upgrade/ Expansion | Total | | | | | | |

NON DISCRETIONARY (Required to sustain services or external funding is already approved)

| | | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|--|
| 1 | | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|--|

DISCRETIONARY

| | | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|--|
| 2 | | | | | | | | | | |
| 3 | | | | | | | | | | |
| 4 | | | | | | | | | | |

References

- The International Infrastructure Management Manual (IIMM 2011)
- Institute of Public Works Engineers Australia National Asset Management System (NAMS Plus3)
- AS NZS ISO 31000:2009 Risk Management Standard
- Local Government Asset Investment Guidelines 2006, Local Government Victoria
- Lower Order Road Design Guidelines, Institute of Public Works Engineering QLD 2016
- FNQROC Regional Development Manual

LINK TO CORPORATE PLAN

These criteria and prioritisation of projects will be used to inform the development of the long term asset management plans and link to the Corporate Plan goals below.

ECON 3 - Undertake the management of Council's assets in accordance with the long term asset management plans developed for all infrastructure asset classes to ensure the Shire's infrastructure networks are maintained and renewed to maximise their long term benefit to industry and the community.

GOV 2 - Prepare a detailed strategic asset management plan to underpin asset sustainability.

CONSULTATION

Internal

Director Infrastructure Services
 Manager Works
 Manager Water and Waste
 Manager Finance
 Manager Community Wellbeing
 Management Accountant

External

Nil

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

This proposal provides a risk management framework for prioritising capital works projects and provides a foundation for prioritising and deferring capital projects in a Strategic Asset Management Plan.

POLICY IMPLICATIONS

The proposed PPT criteria and Risk Assessment methodology are consistent with the Asset Management Policy and Enterprise Risk Management Policy.

FINANCIAL & RESOURCE IMPLICATIONS*Capital*

These criteria will influence and guide the Capital Works Program development.

Operating

Nil

IMPLEMENTATION/COMMUNICATION

The PPT criteria and risk assessment methodology will be used to appraise all Infrastructure Services Capital Project Proposals that are presented to Council.

ATTACHMENTS

1. Project Prioritisation Tool Criteria

Date Prepared: 12 December 2017

Roads Criteria

| Criteria | Rating/Interpretation | Weighting |
|---------------------------|--|-----------|
| Safety | Number and severity of crashes or proactive treatment. | 20% |
| | 1 Very Low Low Risk | |
| | 2 Low Proactive | |
| | 3 Medium 1 casualty crash in the last 5 years | |
| | 4 High 2 casualty crashes in the last 5 years | |
| | 5 Very High Black Spot Eligible Project. Min 3 casualty crashes for intersections and <3km road lengths. 0.2 casualty crashes per km per year for > 3km proposals. | |
| Traffic | Number of vehicles per day. | 20% |
| | 1 Very Low < 10 | |
| | 2 Low 10 to 50 | |
| | 3 Medium 50 to 250 | |
| | 4 High 250 to 300 | |
| | 5 Very High > 300 | |
| Heavy Vehicle % | % of Heavy Vehicles using the road | 20% |
| | 1 0-5% | |
| | 2 5%-15% | |
| | 3 15%-25% | |
| | 4 25%-35% | |
| | 5 > 35% | |
| Whole of Life Cost Impact | Renew our existing assets before improving service levels to reduce WOLC impact on annual budget. | 20% |
| | 1 Expansion of road network (new road and/or upgrading from gravel to bitumen). | |
| | 2 Upgrade or widening to improve service level to road users and/or adjacent properties. | |
| | 3 Rehabilitation and proactive upgrade to protect existing road pavement where deterioration is commencing (eg bitumen edge dropoff). | |
| | 4 Rehabilitation and upgrade to protect existing road pavement where significant deterioration has occurred and is impacting on safety (eg erosion and narrowing of pavement). | |
| | 5 100% renewal of existing road (rehabilitation). | |
| Criticality | Road hierarchy to demonstrate how critical the road is to the community. (using the Lower Order Road Design Guidelines to further define Rural Secondary Access criticality) | 20% |
| | 1 Rural Secondary Access (Local Access) | |
| | 2 Rural Secondary Access (Minor Road) or Urban Access/Street | |
| | 3 Primary Access or Industrial Access | |
| | 4 Collector | |
| | 5 Arterial | |

Bridges Criteria

| Criteria | Rating/Interpretation | | Weighting | | |
|---|--|--|---------------------|--|--------------------------------------|
| Condition | Ability to perform its primary function recognised by a condition index. | | 45% | | |
| | 1 | Very Good | | All components free of defects and structure well maintained. Only planned maintenance required. Approximately 0 - 20% of useful life consumed. | |
| | 2 | Good | | Minor maintenance required plus planned maintenance. Free of defects affecting performance, integrity and durability. Approximately 20 - 40% of useful life consumed. | |
| | 3 | Fair | | Defects affecting durability which require monitoring and/or maintenance. Significant maintenance required to return to accepted level of service. Approximately 40 - 60% of useful life consumed. | |
| | 4 | Poor | | Defects affecting performance and structural integrity. Renewal or upgrade required. Approximately 60 - 80% of useful life consumed. | |
| | 5 | Very Poor/Unsafe | | Unserviceable. Requires urgent attention, life and property at risk. 80 - 100% of useful life consumed. | |
| Heavy Vehicle Usage | 1 | <5% of Average Annual Daily Traffic Count (AADT) | | 15% | |
| | 2 | N/a | | | |
| | 3 | Between 5% and 15% of AADT | | | |
| | 4 | N/a | | | |
| | 5 | >= 15% of AADT | | | |
| Average Annual Daily Traffic Count (AADT) | Number of vehicles per day | | 10% | | |
| | 1 | Very Low | | >0 & < 50 | |
| | 2 | Low | | >50 & < 100 | |
| | 3 | Medium | | >100 & < 250 | |
| | 4 | High | | >250 & < 500 | |
| | 5 | Very High | | >500 | |
| Detour Distance | Urban | | Rural | 20% | |
| | 1 | Very Low | Detour >0km & <1km | | 1 Detour >0km & <5km |
| | 2 | Low | Detour >1km & <5km | | 2 Detour >5km & <15km |
| | 3 | Medium | Detour >5km & <10km | | 3 Detour >15km & <30km |
| | 4 | High | Detour >10km | | 4 Detour >30km & <50km |
| | 5 | Very High | No alternate access | | 5 Detour over 50km or no alternative |
| | 1 | Under 1 metre | | | 10% |
| | 2 | 1 - 2 metres | | | |
| | 3 | 2.1 - 3 metres | | | |
| | 4 | 3.1 - 4 metres | | | |
| 5 | over 4 metres | | | | |
| 100% | | | | | |

Drainage Criteria

| Criteria | Rating/Interpretation | | | Weighting |
|------------------------------|---|--|-------------------------------------|-----------|
| Severity of the "Problem" | Accepted score = maximum score from the two columns | | | 30% |
| | Score | Properties affected ¹ | 5 year ARI Flow (m ³ /s) | |
| | 1 Very Low | 0 - 2 | <1.0 | |
| | 2 Low | 3 - 5 | 1.0 to 2.0 | |
| | 3 Medium | 6 - 10 | 2.0 to 5.0 | |
| | 4 High | 11 - 15 | 5.0 to 10.0 | |
| 5 Very High | >15 | >10.0 | | |
| Effectiveness of Solution | Flood immunity provided. | | | 10% |
| | 1 Very Low | Provides 1 in 3 year event flood immunity. | | |
| | 2 Low | | | |
| | 3 Medium | Provides 1 in 30 year event flood immunity | | |
| | 4 High | | | |
| | 5 Very High | Provides 1 in 300 year event flood immunity | | |
| Maintenance Benefit | Annual maintenance cost reduction by doing the project. | | | 20% |
| | 1 Very Low | >\$0/yr. & <\$500/yr. | | |
| | 2 Low | >\$500/yr. & <\$1,500/yr. | | |
| | 3 Medium | >\$1,500/yr. & <\$1,500/yr. | | |
| | 4 High | >\$1,500/yr. & <\$2,000/yr. | | |
| | 5 Very High | >\$2,000/yr. | | |
| Condition | Ability to perform its primary function recognized by a condition index. An estimate of useful life used. | | | 25% |
| | 1 Very Good | All components free of defects and structure well maintained. Only planned maintenance required. Approximately 0 - 20% of useful life consumed. | | |
| | 2 Good | Minor maintenance required plus planned maintenance. Free of defects affecting performance, integrity and durability. Approximately 20 - 40% of useful life consumed. | | |
| | 3 Fair | Defects affecting durability which require monitoring and/or maintenance. Significant maintenance required to return to accepted level of service. Approximately 40 - 60% of useful life consumed. | | |
| | 4 Poor | Defects affecting performance and structural integrity. Renewal or upgrade required. Approximately 60 - 80% of useful life consumed. | | |
| | 5 Very Poor/Unsafe | Unserviceable. Requires urgent attention, life and property at risk. 80 - 100% of useful life consumed. | | |
| Environmental Considerations | 1 Very Low | Soil erosion - mild | | 15% |
| | 2 Low | Soil erosion - moderate | | |
| | 3 Medium | Soil erosion - significant | | |
| | 4 High | Significant areas/sensitive flora/fauna corridors affected. Evidence of hazardous materials in catchment | | |
| | 5 Very High | Endangered and/or rare flora/fauna corridors affected | | |
| | | | | |
| | | | | 300% |

¹ Properties affected = Dumbings with reported habitable flooding + internal garage flooding x 0.3 + required garden flooding x 0.1

Traffic Facilities Criteria

| Criteria | Rating/interpretation | | | | | | Weighting |
|------------------------|---|---------------------------------------|---|-------|-----------|--------------|-----------|
| Safety | Risk level from Road Safety Review, Number and severity of reported incidents, road geometry issues | | | | | | 30% |
| | 1 | Very Low | | | | | |
| | 2 | Low | | | | | |
| | 3 | Medium | | | | | |
| | 4 | High | | | | | |
| | 5 | Very High | | | | | |
| Traffic | Number of vehicles per day. | | | | | | 25% |
| | Urban | | | Rural | | | |
| | 1 | Very Low | >0 & < 10 | 1 | Very Low | >0 & < 50 | |
| | 2 | Low | >10 & < 200 | 2 | Low | >50 & < 100 | |
| | 3 | Medium | >200 & < 500 | 3 | Medium | >100 & < 250 | |
| | 4 | High | >500 & < 1,000 | 4 | High | >250 & < 500 | |
| | 5 | Very High | >1,000 | 5 | Very High | >500 | |
| | Community Concern | Number of Customer Requests received. | | | | | |
| 1 | | Very Low | 1 resident or customer request. | | | | |
| 2 | | Low | >1 to <3 residents writing or customer requests | | | | |
| 3 | | Medium | >3 to <10 | | | | |
| 4 | | High | >10 to <20 | | | | |
| 5 | | Very High | >20 residents or petition. | | | | |
| Cost Effectiveness | Takes account of population served and the savings/benefits by proceeding with the project. | | | | | | 15% |
| | 1 | Very Low | | | | | |
| | 2 | Low | | | | | |
| | 3 | Medium | | | | | |
| | 4 | High | | | | | |
| | 5 | Very High | | | | | |
| Strategic Significance | Strategic significance of traffic facility asset in relation to development plan. | | | | | | 15% |
| | 1 | Very Low | | | | | |
| | 2 | Low | | | | | |
| | 3 | Medium | | | | | |
| | 4 | High | | | | | |
| | 5 | Very High | | | | | |
| | | | | | | | 100% |

Parking Criteria

| Criteria | Rating/Interpretation | | Weighting |
|---------------------------|--|---|-----------|
| Scale or Intensity of Use | This criteria considers the level of use a Car Park receives or will receive. Is it heavily used on a regular basis or is it only used occasionally or periodically by individuals or recreational groups visiting a site. | | 35% |
| | 1 | Very Low Intermittent use, rarely @ capacity. | |
| | 2 | Low | |
| | 3 | Medium Some mid-week use but mainly for weekend activities. | |
| | 4 | High | |
| Access Improvement | Will improve accessibility to Council facilities, tourism attractions, business centres and public amenities. | | 20% |
| | 1 | Very Low Alternative parking available with no impact on adjacent properties. | |
| | 2 | Low | |
| | 3 | Medium Alternative parking available with some impact on adjacent properties. | |
| | 4 | High | |
| Economic Benefit | Economic benefit to the community eg increased tourism, commercial/business sector. | | 20% |
| | 1 | Very Low | |
| | 2 | Low | |
| | 3 | Medium | |
| | 4 | High | |
| Safety Improvement | Safety improvement for pedestrians. | | 25% |
| | 1 | No improvement. | |
| | 2 | | |
| | 3 | Moderate improvement. Protected on street car parking. | |
| | 4 | | |
| | 5 | Major improvement to safety. Off street carpark separated from traffic flows. | |
| | | | 100% |

Footpaths Criteria

| Criteria | Rating/Interpretation | Weighting |
|------------------|--|-----------|
| Safety | Risk level from trip hazard(s), has a high percentage of vulnerable users (i.e. <12yrs or >60yrs), provision for special needs (Disabled/Hospitals/Schools). | 30% |
| | 1 Very Low | |
| | 2 Low | |
| | 3 Medium | |
| | 4 High | |
| Connectivity | 5 Very High Close proximity to Schools, Aged Care, Shops, High % of trip hazards, poor condition. | 30% |
| | Will improve connectivity by providing a direct link to community services, businesses and public amenities. Enhances the network by filling an existing gap/missing link. | |
| | 1 Very Low Access to local park. | |
| | 2 Low | |
| | 3 Medium | |
| Demand | 4 High | |
| | 5 Very High Access to Regional Health, Schools, Shops, Major Parks, Tourists Attractions. | |
| | Will be adequate to serve the current and future demand by assessing population served, potential users, and/or expressed community concern. | 30% |
| | 1 Very Low 0 to 50 per day | |
| | 2 Low 50 to 100 per day, low number of requests | |
| Economic Benefit | 3 Medium 100 to 500 per day | |
| | 4 High 500 to 1000 per day | |
| | 5 Very High > 1000 per day, high number of requests | |
| | Economic benefit to the community eg Increased tourism, commercial/business sector. | 10% |
| | 1 Very Low | |
| | 2 Low | |
| | 3 Medium | |
| | 4 High | |
| | 5 Very High | |
| | | 100% |

Parks Criteria

| Category | Rating/Interpretation | Weighting |
|------------------------------------|---|-----------|
| Environmental Impact | Projects will contribute to the natural and built environment, consider sustainable principles and energy efficiencies, taking into consideration sustainability principles, water management, waste management and biodiversity. | 100% |
| | 1 High Negative: Project will result in highly negative impact on environmental values. | |
| | 2 Low Negative: Project will result in low negative impact on environmental values. | |
| | 3 Neutral Impact: Project will have no positive or negative environmental impacts. | |
| | 4 Low Positive: Project will result in low positive improvements on environmental values. | |
| | 5 High Positive: Project will result in highly positive improvements to the environment. | |
| Utilisation | Utilisation of Recreation Facility | 25% |
| | 1 Very Low | |
| | 2 Low | |
| | 3 Medium | |
| | 4 High | |
| | 5 Very High | |
| Utilisation of Swimming Pool | 1 Very Low <\$500 | 25% |
| | 2 Low \$500 & <\$2,000 | |
| | 3 Medium \$2,000 & <\$5,000 | |
| | 4 High >\$5,000 & <\$10,000 | |
| | 5 Very High >\$10,000 | |
| Maintenance | Annual maintenance cost reduction by proceeding with the project. | 25% |
| | 1 Low Impact - \$0 | |
| | 2 Low Impact - \$0 & < \$1,000 | |
| | 3 Medium Impact - \$1,000 & < \$2,500 | |
| | 4 Moderate Impact - \$2,500 & < \$5,000 | |
| | 5 Major Impact - \$5,000 | |
| Condition (Existing)/ Demand (New) | Existing Condition | 25% |
| | 1 Very Good Approximately 90 - 100% of useful life consumed. | |
| | 2 Good Approximately 70 - 80% of useful life consumed. | |
| | 3 Fair Approximately 40 - 60% of useful life consumed. | |
| | 4 Poor Approximately 10 - 30% of useful life consumed. | |
| | 5 Very Poor/Average 0% - 100% of useful life consumption | |
| Strategic Significance | New Demand for replacement of new facility. | 100% |
| | 1 Very Low Very low demand. | |
| | 2 Low Low demand. | |
| | 3 Medium Medium demand. | |
| | 4 High High demand. | |
| | 5 Very High Very high demand. | |
| Strategic Significance | Strategic Significance of building to the Council. Add 1 point if project building is mentioned in Community Plan. | 100% |
| | 1 Superfluous Does not provide a public focus for Council, and is not a key area for Council activities. | |
| | 2 Secondary Does not provide a public focus for the Council. | |
| | 3 Standard Provides a regular focus for the Council. | |
| | 4 Intermediate Provides an important public focus for the Council. | |
| | 5 Premium Provides a key public focus for the Council, and is a defining icon of Council service. | |
| | | 100% |

Community Housing Criteria

| Criteria | Rating/Interpretation | | Weighting |
|------------------------------|--|--|-----------|
| Environmental Impact | Projects will contribute to the natural and built environment, consider sustainable principle and energy efficiencies taking into consideration greenhouse gas emissions, water management, waste management and biodiversity. | | 10% |
| | 1 | High Negative | |
| | 2 | Low Negative Impact | |
| | 3 | Neutral Impact | |
| | 4 | Low Positive Impact | |
| | 5 | High Positive Impact | |
| Health, Wellbeing and Safety | Projects will benefit the health, wellbeing and safety of community housing residents. | | 20% |
| | 1 | No Benefit | |
| | 2 | Slight Benefit | |
| | 3 | Minor Benefit | |
| | 4 | Moderate Benefit | |
| | 5 | Major Benefit | |
| Maintenance | Annual maintenance cost reduction by proceeding with the project. | | 20% |
| | 1 | No Reduction | |
| | 2 | Slight Reduction | |
| | 3 | Minor Reduction | |
| | 4 | Moderate Reduction | |
| | 5 | Major Reduction | |
| Functionality and Condition | <div>Ability to perform its primary function</div> <div>Condition</div> | | 30% |
| | 1 | Very Good | |
| | 2 | Good | |
| | 3 | Fair | |
| | 4 | Poor | |
| | 5 | Very Poor/Unsafe | |
| Strategic Significance | Strategic Significance of building to the Council. Add 1 point if project/building is | | 20% |
| | 1 | Supplementary Does not provide a public focus for Council, and is not a key area for Council activities. | |
| | 2 | Secondary Does not provide a public focus for the Council. | |
| | 3 | Standard Provides a regular focus for the Council. | |
| | 4 | Intermediate Provides an important public focus for the Council. | |
| | 5 | Premium Provides a key public focus for the Council, and is a defining icon of Council service. | |
| | | | 100% |

Facilities Criteria

| Criteria | Rating/Interpretation | Weighting | | | | | | | | | | | | |
|---|---|---|-----------|-------------|--|--------|---|--------|---|--------|---|--------------------|--------------------------------------|-----|
| Environmental Impact | Projects will contribute to the natural and built environment, consider sustainable principle and energy efficiencies taking into consideration greenhouse gas emissions, water management. 1 High Negative 2 Low Negative Impact 3 Neutral Impact 4 Low Positive Impact 5 High Positive Impact | 10% | | | | | | | | | | | | |
| Utilisation | Assessing the use of the facility. (Average People/Year) 1 Very Low 2 Low 3 Medium 4 High 5 Very High | 25% | | | | | | | | | | | | |
| Maintenance | Annual maintenance cost reduction by proceeding with the project. 1 No Impact 2 Low Impact 3 Minor Impact 4 Moderate Impact 5 Major Impact | 20% | | | | | | | | | | | | |
| Functionality and Condition | <table><tr><th>Ability to perform its primary function</th><th>Condition</th></tr><tr><td>1 Very Good</td><td>1 Approximately 0 - 20% of useful life consumed.</td></tr><tr><td>2 Good</td><td>2 Approximately 20 - 40% of useful life consumed.</td></tr><tr><td>3 Fair</td><td>3 Approximately 40 - 60% of useful life consumed.</td></tr><tr><td>4 Poor</td><td>4 Approximately 60 - 80% of useful life consumed.</td></tr><tr><td>5 Very Poor/Unsafe</td><td>5 80 - 100% of useful life consumed.</td></tr></table> | Ability to perform its primary function | Condition | 1 Very Good | 1 Approximately 0 - 20% of useful life consumed. | 2 Good | 2 Approximately 20 - 40% of useful life consumed. | 3 Fair | 3 Approximately 40 - 60% of useful life consumed. | 4 Poor | 4 Approximately 60 - 80% of useful life consumed. | 5 Very Poor/Unsafe | 5 80 - 100% of useful life consumed. | 30% |
| Ability to perform its primary function | Condition | | | | | | | | | | | | | |
| 1 Very Good | 1 Approximately 0 - 20% of useful life consumed. | | | | | | | | | | | | | |
| 2 Good | 2 Approximately 20 - 40% of useful life consumed. | | | | | | | | | | | | | |
| 3 Fair | 3 Approximately 40 - 60% of useful life consumed. | | | | | | | | | | | | | |
| 4 Poor | 4 Approximately 60 - 80% of useful life consumed. | | | | | | | | | | | | | |
| 5 Very Poor/Unsafe | 5 80 - 100% of useful life consumed. | | | | | | | | | | | | | |
| Strategic Significance | Strategic Significance of building to the Council. Add 1 point if project/building is mentioned in: 1 Supplementary Does not provide a public focus for Council, and is not a key area for Council activities. 2 Secondary Does not provide a public focus for the Council. 3 Standard Provides a regular focus for the Council. 4 Intermediate Provides an important public focus for the Council. 5 Premium Provides a key public focus for the Council, and is a defining icon of Council service. | 15% | | | | | | | | | | | | |
| | | 100% | | | | | | | | | | | | |

Aerodromes Criteria

| Criteria | Rating/Interpretation | | Weighting |
|--|---|--|-----------|
| Utilisation | Assessing the use of the facility. (Bookings/Year) | | 25% |
| | 1 | Very Low <500 | |
| | 2 | Low >500 & <1,000 | |
| | 3 | Medium >1,000 & <2,000 | |
| | 4 | High >2,000 & <3,000 | |
| | 5 | Very High >3,000 | |
| Maintenance | Annual maintenance cost reduction by proceeding with the project. | | 25% |
| | 1 | No Impact \$0 | |
| | 2 | Low Impact >0 & < \$1,000 | |
| | 3 | Minor Impact >\$1,000 & < \$2,500 | |
| | 4 | Moderate Impact >\$2,500 & < \$5,000 | |
| | 5 | Major Impact >\$5,000 | |
| Functionality and Condition of Demand (if this is a new asset) | Functionality | | 25% |
| | 1 | Very Good | |
| | 2 | Good | |
| | 3 | Fair | |
| | 4 | Poor | |
| | 5 | Very Poor/Unsafe | |
| Strategic Significance | Condition | | 25% |
| | 1 | Approximately 0 - 20% of useful life consumed. | |
| | 2 | Approximately 20 - 40% of useful life consumed. | |
| | 3 | Approximately 40 - 60% of useful life consumed. | |
| | 4 | Approximately 60 - 80% of useful life consumed. | |
| | 5 | 80 - 100% of useful life consumed. | |
| Strategic Significance | Strategic Significance of building to the Council. Add 1 point if project is mentioned in | | 25% |
| | 1 | Supplementary Does not provide a public focus for Council, and is not a key area for Council activities. | |
| | 2 | Secondary Does not provide a public focus for the Council. | |
| | 3 | Standard Provides a regular focus for the Council. | |
| | 4 | Intermediate Provides an important public focus for the Council. | |
| | 5 | Premium Provides a key public focus for the Council, and is a defining icon of Council service. | |
| | | | 300% |

Water Criteria

| Criteria | Rating/Interpretation | Weighting | |
|---|---|--|-----|
| Risk | What would happen if Council did nothing? Risk assessed with Likelihood and Consequence, rating using ISO 31000:2009 Risk Management Standard | 25% | |
| | 1 Low Risk Manage by routine procedures | | |
| | 2 Medium Risk Planned action required (ie. Make safe and include in forward program) | | |
| | 3 High Risk Prioritised action required (ie. Make safe and program in current/next program) | | |
| | 4 Very High Risk Immediate Corrective Action required. | | |
| Condition/ Capacity of surrounding assets to service the need | Condition of the current asset | Capacity to service the need | 25% |
| | 1 Very Good Excellent physical condition. Observable deterioration is insignificant for adverse service impacts. | 1 Very good ability to service the need. | |
| | 2 Good Observation or testing indicates that asset is meeting all service requirements. Minor deterioration observed. | 2 Good ability to service the need. | |
| | 3 Fair Moderate deterioration evident. Minor components or isolated sections need replacement or repair now but not affecting short term structural integrity. | 3 Fair ability to service the need. | |
| | 4 Poor Significant deterioration and significant defects affecting structural integrity. Asset is now reaching into zone of failure. | 4 Poor ability to service the need. | |
| | 5 Very Poor/Unsafe Failed or failing component, immediate need to replace most or all of asset. | 5 Very poor ability to service the need. | |
| | This gives priority to renew water mains, pipes and reservoirs that would have the greatest impact on the community if they fail: | | |
| | 1 Significant Impact < 100mm supply main or booster pump normally for irrigation supply such as a park or garden. No part of a treatment plant is considered significant. | | |
| | 2 Minor Impact 150mm supply main or booster pump for small area (5 or less domestic connections) where supply could be re-routed and service delivery not affected. For a treatment plant, it would be a minor impact if there is a spare or a temporary work around available. | | |
| | 3 Moderate Impact 150mm supply main or booster pump for small area (5 or less domestic connections) where supply cannot be re-routed. For a treatment plant, it would be a moderate impact if it is not a critical control point and there is an spare available. It may cause water restrictions. | | |
| | 4 High Impact On-line reservoir outflow impacted or substantial properties of CBD impacted. Reservoir, Trunk Main or Major Pump Station. For treatment plants this would include any critical control point asset that would reduce the clear water storage and initiate water restrictions. | | |
| | 5 Very High Impact On-line water network impacted or on-line CBD impacted. Treatment Plant or CBD Trunk Main or Major Pump Station for CBD. Districts subject to essential services such as hospital, aged care facilities, aged care facilities. For treatment plants this would include any critical control point asset that would stop the treatment process. | | |
| | | 100% | |

Wastewater Criteria

| Criteria | Rating/Interpretation | Weighting | |
|--|---|--|------|
| Risk | What would happen if Council did nothing? Risk assessed with likelihood and consequence using using ISO 31000:2009 Risk Management Standard | 25% | |
| | 1 Low Risk Manage by routine procedures | | |
| | 2 Medium Risk Planned action required (ie. Make safe and include in forward program) | | |
| | 3 High Risk Prioritized action required (ie. Make safe and augment in current/forward program) | | |
| | 4 Very High Risk Immediate Corrective Action required. | | |
| Condition/ Capacity of sanitary sewers to service the need | Condition of the sewer asset | Capacity to serve the need | 25% |
| | 1 Very Good Excellent physical condition. Clearwater description is insignificant. No odour service reports | 1 Very good ability to service the need | |
| | | 2 Good ability to service the need | |
| | 2 Good Observation or testing indicates that asset is meeting all service requirements. Minor deterioration observed | 3 Fair ability to service the need | |
| | | 4 Poor ability to service the need | |
| | 3 Fair Moderate deterioration evident. Minor components or isolated sections need replacement or repair now not apt, affecting short term structural integrity. | 5 Very poor ability to service the need. | |
| | | | |
| | 4 Poor Serious deterioration and significant defects affecting structural integrity. Asset is now moving into zone of failure. | | |
| | 5 Very Poor/Unsafe Failed or failure imminent. Immediate need to replace asset or all of asset. | | |
| | | | |
| Criticality | This gives priority to serious sewer mains and pumps that would have the greatest impact on the community if they fail | | 30% |
| | 1 Insignificant Impact No part of the wastewater collection network or treatment plant is considered significant. | | |
| | 2 Minor Impact 150mm connection for small area (5 or less domestic connections) where wastewater could temporarily (1 day) be removed by truck. For a treatment plant, it would be a minor impact if there is a reserve or a temporary work around available. | | |
| | 3 Moderate Impact 150mm connection for small area (more than 5 domestic connections) where wastewater could not temporarily be removed by one truck or more than 1 day. For a treatment plant, it would be a moderate impact if it is not a critical control point and there is no spare available | | |
| | 4 High Impact Entire pump station catchment impacted or substantial proportion of CSD impacted. Truck Main at Major Pump Station. For treatment plants this would include any critical control point asset that would impact treatment but not initiate a bypass. | | |
| | 5 Very High Impact Entire wastewater scheme impacted or entire CSD impacted. Treatment Plant or CSD from Main or Major Pump Station for CSD. Essential services such as hospitals, schools, aged care facilities. For treatment plants this would include any critical control point that results in a bypass | | |
| | | | 100% |

Waste Criteria

| Criteria | Rating/Interpretation | Weighting | | |
|--|--|--|---|-----|
| Risk | What would happen if Council did nothing? Risk assessed with likelihood and consequence rating using ISO 31000:2009 Risk Management Standard | 20% | | |
| | 1 Low Risk Manage by routine procedures | | | |
| | 2 Medium Risk Planned action required (i.e. Make safe and include in forward program) | | | |
| | 3 High Risk Prioritized action required (i.e. Make safe and program in current/next program) | | | |
| | 4 Very High Risk Immediate Corrective Action required | | | |
| Efficiency | Avoiding the use of the facility, truck trips of per day per year | 20% | | |
| | 1 Very low <20000 | | | |
| | 2 Low >20000 but <50000 per year | | | |
| | 3 Medium >50000 but <100000 per year | | | |
| | 4 High >100000 but <150000 | | | |
| Condition/ Capacity of asset/ability to service the need | Condition of the current asset | | Capacity to service the need. | 20% |
| | 1 Very Good | Excellent physical condition. Observable deterioration is insignificant. No adverse service impacts. | 1 Very good ability to service the need | |
| | 2 Good | Observation or testing indicates that asset is meeting all service requirements. Minor deterioration observed. | 2 Good ability to service the need | |
| | 3 Fair | Moderate deterioration evident. Minor components or isolated sections need replacement or repair now but not affecting short term structural integrity. | 3 Fair ability to service the need | |
| | 4 Poor | Serious deterioration and significant defects affecting structural integrity. Asset is now moving into zone of failure. | 4 Poor ability to service the need | |
| | 5 Very Poor/Unsafe | Failed or failure imminent, immediate need to replace most or all of asset. | 5 Very poor ability to service the need | |
| | This gives priority to transfer station and landfill assets that would have the greatest impact on the community if they fail, are inaccessible or service is interrupted. | | | |
| | 1 Insignificant Impact | No interruption or delays to service. | | |
| | 2 Minor Impact | Failure of critical asset components that interrupts or delays Council providing the service at the site for up to 1 day | | |
| | 3 Moderate Impact | Failure of critical asset components that interrupts or delays Council providing the service at the site for less than 2 weeks. | | |
| Criticality | 4 High Impact | Failure of critical asset components that interrupts or delays Council providing the service at the site for greater than 2 weeks. | 40% | |
| | 5 Very High Impact | Very high number of customers using transfer station or landfill. Failure of critical asset components that stops Council providing the service at the site. | | |
| | | | | |
| | | 100% | | |

Fleet Criteria

| Criteria | Rating/Interpretation | | Weighting | |
|------------------------|---|---|---|-------------------------------------|
| Risk | What would happen if Council did nothing? Risk assessed with likelihood and consequence rating using ISO 31000:2009 Risk Management Standard. 1 Low Risk Manage by routine procedures | | 20% | |
| | 2 Medium Risk | Planned action required (i.e., Make safe and include in planned programs) | | |
| | 3 High Risk | Prioritized action required (i.e., Make safe and program in cost/effort program) | | |
| | 4 Very High Risk | Immediate Corrective Action required. | | |
| Age | Age of vehicle compared to industry benchmark age for replacement 1 1 - 2 years above industry benchmark age for replacement 2 3 - 4 years above industry benchmark age for replacement 3 5 - 6 years above industry benchmark age for replacement 4 7 - 8 years above industry benchmark age for replacement 5 More than 8 years above industry benchmark age for replacement | | 10% | |
| | Condition of the current asset | | Capacity of other vehicles or machines to service the need. | |
| | 1 Very Good | Excellent physical condition. Observable deterioration is insignificant. No adverse service reports. | 1 Very good ability to service the need. | |
| | Condition/ Capacity of other vehicles or machines to service the need | 2 Good | Observation or testing indicates that asset is meeting all service requirements. Minor deterioration observed. | 2 Good ability to service the need. |
| | | 3 Fair | Moderate deterioration evident. Minor components need replacement or repair now but not affecting structural integrity. | 3 Fair ability to service the need. |
| 4 Poor | | Serious deterioration and significant defects affecting structural integrity. Asset is now moving into zone of failure. | 4 Poor ability to service the need. | |
| 5 Very Poor/ Unsafe | | Failed or failure imminent. Immediate need to replace most or all of asset. | 5 Very poor ability to service the need. | |
| Criticality | | This gives priority to replace vehicles and machinery that are at risk the most and would have the greatest impact on the community if they fail. | | 50% |
| | 1 Negligential Impact | Low Utilization. Another vehicle could be substituted. No impact on service delivery. | | |
| | 2 Minor Impact | Low Utilization. Another vehicle could be substituted. Low impact on service delivery. | | |
| | 3 Moderate Impact | Moderate Utilization. No spares. Some impact on service delivery. | | |
| | 4 High Impact | High Utilization. No spares. Impact on service delivery or high cost to hire a replacement. | | |
| 5 Very High Impact | Very High Utilization. No spares. Immediate impact on service delivery or very high cost to hire a replacement. | | | |
| | | | 20% | |

**ITEM-27 MAREEBA AIRPORT UPGRADING - NOVEMBER 2017
PROGRESS REPORT**

MEETING: Ordinary

MEETING DATE: 20 December 2017

**REPORT OFFICER'S
TITLE:** Director Infrastructure Services

DEPARTMENT: Infrastructure Services

EXECUTIVE SUMMARY

Council has received grant funding from the State and Australian Governments towards the upgrading of the Mareeba Airport.

Design and construction of the Mareeba Airport Upgrade Project is underway, this report sets out progress to date.

OFFICER'S RECOMMENDATION

"That Council:

1. Note the November 2017 progress report on the Mareeba Airport Upgrade Project: and
2. Adjust the capital budget for 2017/18 in accordance with the amended milestone dates in the funding deeds"

BACKGROUNDFunding

Council has received two (2) grants - \$13M from the Queensland State Government's Royalties for Regions program and \$5M from the Australian Government's National Stronger Regions Fund - towards the upgrading of the Mareeba Airport. Both these grants are for specific aspects of the proposed upgrading project.

Following a request from Council, the Australian Government has approved a variation to the funding agreement to remove the following elements: resurfacing and strengthening of the existing runway and taxiway, and installation of lighting elements for the airside works.

Further funding is being sought under the Australian Government's Building Better Regions program for the balance of funding required to complete upgrade of the runway, taxiways and airfield ground lighting. Should Council be unsuccessful in securing additional funding, the work to construct the taxiways, lighting and runway resurfacing (without lengthening or strengthening) will commence in mid-2017.

Programme

A programme of works has been prepared which reflects the works and commitment made by Council in the funding agreements.

A number of early works have been completed to date, including:

- Airport Water Supply Upgrade
- Ray Road and Vicary Road Upgrade
- Vicary Road Leased Area Pavements
- Aviation Commercial Precinct - Early Works

Construction of the Airside Infrastructure was scheduled to commence in July 2017, however, assessment and negotiation of tenders has taken longer than anticipated. The Australian and Queensland governments have offered extensions to the interim milestones and project completion date from 31 August 2018 to 31 December 2018 and 30 April 2019 respectively. As a result of these changes the projected expenditure in this financial year will now be extended into the following financial year and the budget will be modified accordingly.

Airside Infrastructure

Jacobs Engineering Group has been engaged to undertake the detailed design and documentation for the runway, taxiways, airfield lighting and aviation commercial precinct (western lease area). Trinity Engineering and Consulting (TEC) has been engaged to provide project management services for the project.

Four (4) firms were invited to tender on this work after being shortlisted through invitations for Expressions of Interest. Tenders closed on 9 May 2017 and conforming and non-conforming tenders were received from all four (4) tenderers. Evaluation of tenders has been completed and Council officers have obtained clarification and further pricing information from tenderers.

This process has taken longer than anticipated due to tender prices being higher than the available budget. An amended design has been received from Jacobs and Council officers are working with TEC to amend the tender documentation based on the works staging and this will be distributed to tenderers in December 2017. It is anticipated that the work will be awarded in early 2018 so work can commence after the 2018/19 wet season.

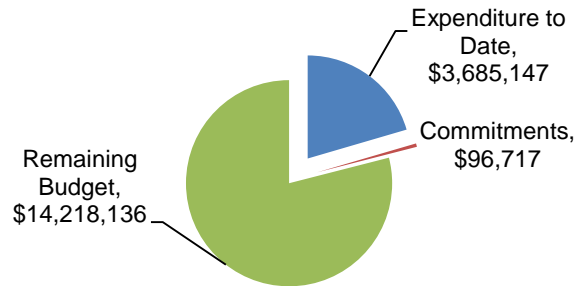
Stakeholder Engagement

A Communication and Stakeholder Engagement Plan has been developed, which sets out the engagement strategy for delivery phase of the project.

Aviation Commercial Precinct Leasing Opportunities

To date, four (4) applications have been received for leasing of sites within the new aviation commercial precinct. Council has received many enquiries regarding leasing of land, with further lease applications expected to be received when construction of the airside infrastructure commences.

Expenditure



LINK TO CORPORATE PLAN

ECON 3 - Undertake the management of Council's assets in accordance with the long term asset management plans developed for all infrastructure asset classes to ensure the Shire's infrastructure networks are maintained and renewed to maximise their long term benefit to industry and the community.

CONSULTATION

Internal
Manager Works

External
Australian and State governments
Jacobs Engineering Group
Trinity Engineering and Consulting
Mareeba Airport Users Group

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

As detailed in the funding agreements Council has signed with the State and Australian governments, Council is required to meet various milestone and reporting targets.

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Capital
The project is to be funded over the 2016/2017 and 2017/2018 financial years. Funding has been made available from the Australian and State Governments for the project.

Operating
To be included in future budgets.

Is the expenditure noted above included in the 2017/2018 budget?

Yes

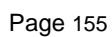
IMPLEMENTATION/COMMUNICATION

All communications are required to follow set out protocols within the funding agreements between the Commonwealth and State Governments.

ATTACHMENTS

1. Amended draft Mareeba Airport Upgrade design layout plan

Date Prepared: 11 December 2017



**ITEM-28 INFRASTRUCTURE SERVICES - TECHNICAL SERVICES
MONTHLY ACTIVITIES REPORT - NOVEMBER 2017****MEETING:** Ordinary**MEETING DATE:** 20 December 2017**REPORT OFFICER'S
TITLE:** Director Infrastructure Services**DEPARTMENT:** Infrastructure Services, Technical Services Group

EXECUTIVE SUMMARY

This report summaries Council's Fleet, Design, Soils Lab, Survey, Quality, GIS, Project Management and Investigation Services by the Technical Services Section of Infrastructure Services during the month of November 2017.

OFFICER'S RECOMMENDATION

"That Council:

1. Receive and note the Technical Services Monthly Report for the month of November 2017;
2. Approve installation of a solar panel system to the Mareeba Heritage Museum and Tourist Information Centre (MHMTIC) subject to the conditions detailed in this report;
3. Approve reallocation of \$32,000 Capital Works funding from "NDRRA Betterment" to a new project "Riverside Caravan Park Fence"; and
4. Approve reallocation of \$50,000 Capital Works funding from Mareeba Swimming Pool Business Case and Design" to a new project "Mareeba Swimming Pool - Small Pool Plant Room"

BACKGROUND**Design**

- 2017/18 Capital Works
 - Oak Forest Road, Myola - Provide technical advice to Works
 - Byrnes Street Stormwater Upgrade, Mareeba - Provide technical advice to Works
 - Malone Road Drainage, Mareeba - Detail design underway
 - Works for Queensland Round 2
 - Tinaroo Creek Road, Mareeba - Preliminary Detail Design completed along with Quantities
 - Miscellaneous Works
-

- Doyle Street, Mareeba - Preliminary Detailed Design completed along with Quantities
- Kowa Street Depot - Preliminary Concept Plan with regards to traffic movements and parking

SUBDIVISIONS AND INVESTIGATIONS

Subdivisions

- Current - Under Construction
 - Amaroo Stage 9
- On Maintenance - Monitoring for 12 months as the Defects Liability Period prior to becoming a Council Asset
 - Amaroo Stage 8
 - Mt Emerald Wind Farm - Irrigation Pipeline Protection Slab
 - Springmount Road and Kippen Drive Upgrade
 - Wolfram Road, Dimbulah - G & A Trevisin - Road Construction
- Operational Works
 - 112 Barnwell Road
 - ~ Dam construction completed and being monitored
 - ~ Access being monitored for erosion issues.

Road User Management

Auctus Minerals have submitted two documents to Council relating to the use and impact on Council roads as a result of carting operations from their King Vol and Mungana Mines at Chillagoe. These documents include a Road Impact Assessment Report (RIAR) prepared by TEG Consulting Engineers and a Road User Management Plan (RUMP) prepared by 360 Logistics.

These two reports also address haul routes affecting Tablelands Regional Council (TRC) and Transport and Main Roads (TMR). Council officers have jointly met with officers from TRC and TMR to review the reports following a critical review of the documents by TMR. Further discussions will be held with TRC, TMR and Auctus Minerals in early 2018.

PROJECT MANAGEMENT

Building

- PCYC Building Upgrade - Works commenced 30 October 2017.
- Mareeba Landfill Leachate Pump Network - 90% complete. FGF has completed installation of all pipework. Electrical work progressing to leachate pump sumps. Water tanks in place. Connection of water and electrical to bore and irrigation pumps commenced, to be completed mid-December 2017.
- Kuranda Public Toilets Facilities Upgrade - Received draft plans and Quantity Surveyor's estimates.
- Tenders for the upgrade to the pool filters at Mareeba and Dimbulah have closed and been assessed. Tenders received exceed current budget and both Mareeba and Dimbulah Pool filtration works have been added to the capital project list for

consideration in the next budget. Alternative solutions for the Dimbulah Pool are being investigated.

- Quotes received for new pump shed for the small pool at Mareeba.
- Fencing for the Mareeba Riverside Caravan Park - quotes received for fencing and vegetation removal.
- Works for Queensland 2: Plans and wastewater treatment disposal design received for toilet building at the Dimbulah Cemetery. Waiting certification of plans before calling tenders.

Civil

- 2017-18 Bitumen Reseals Program - FGF have mobilised to Mareeba Shire and commenced works in the Dimbulah area due to inclement weather affecting other councils on the coast. The majority of works scheduled for February - March 2018.
- 2017-18 Asphalt Program - Tender documents being prepared with works expected to be undertaken March - May 2018
- Therwine Street Redevelopment - Specialised contractor and consultant project manager appointed. Tenders closed and tender negotiations underway with works scheduled to commence in April 2018.

FACILITIES

Dimbulah Caravan Park

- Total of bookings for November 2017 - 576

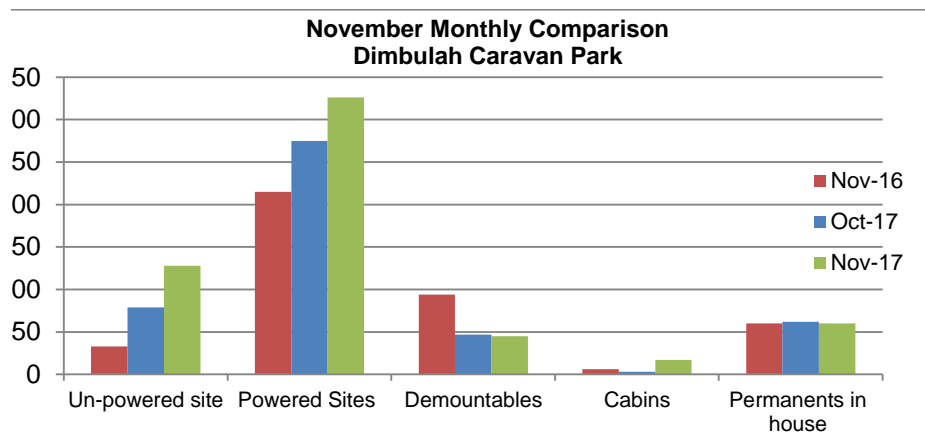


Figure 1. Monthly comparison Dimbulah Caravan Park

Mareeba Riverside Caravan Park

- Total of bookings for November 2017 - 2,730

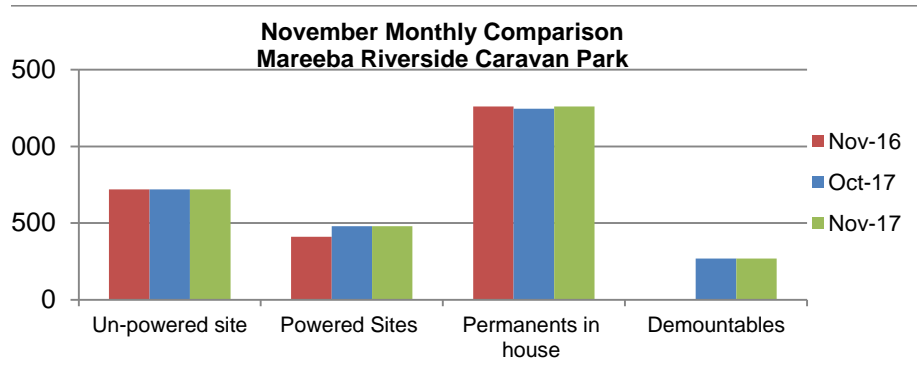


Figure 2. Monthly comparison Mareeba Riverside Caravan Park

Public Halls

- Total hall bookings for November 2017 - 135

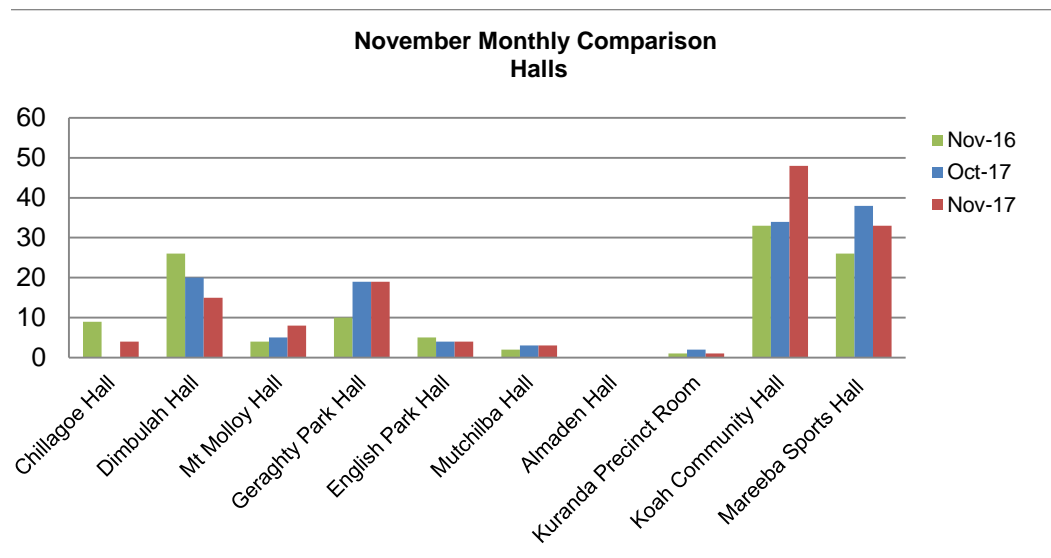


Figure 3. Monthly comparison halls

Swimming Pools

- Total of patron entries for November 2017
 - Mareeba 9,012
 - Kuranda 1,678
 - Dimbulah 1,006

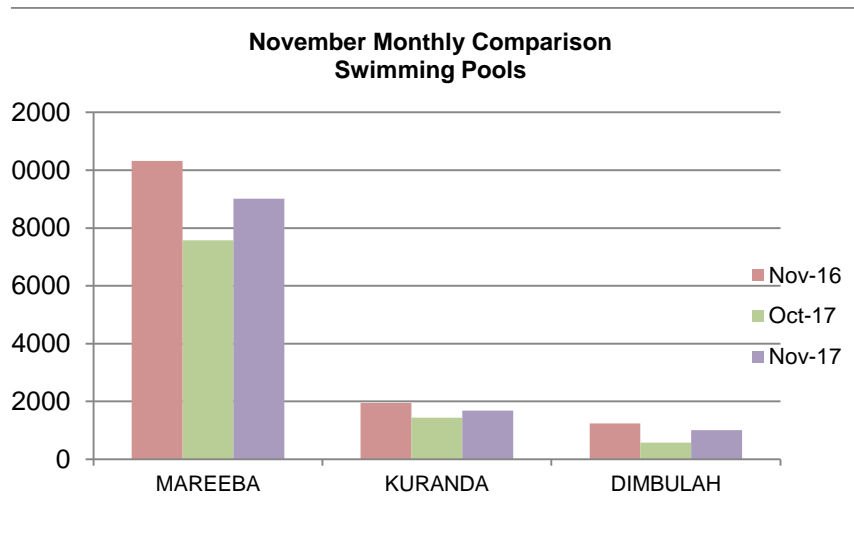


Figure 4. Monthly comparison swimming pools

Park Hire

- Total park bookings for November 2017 - 77.

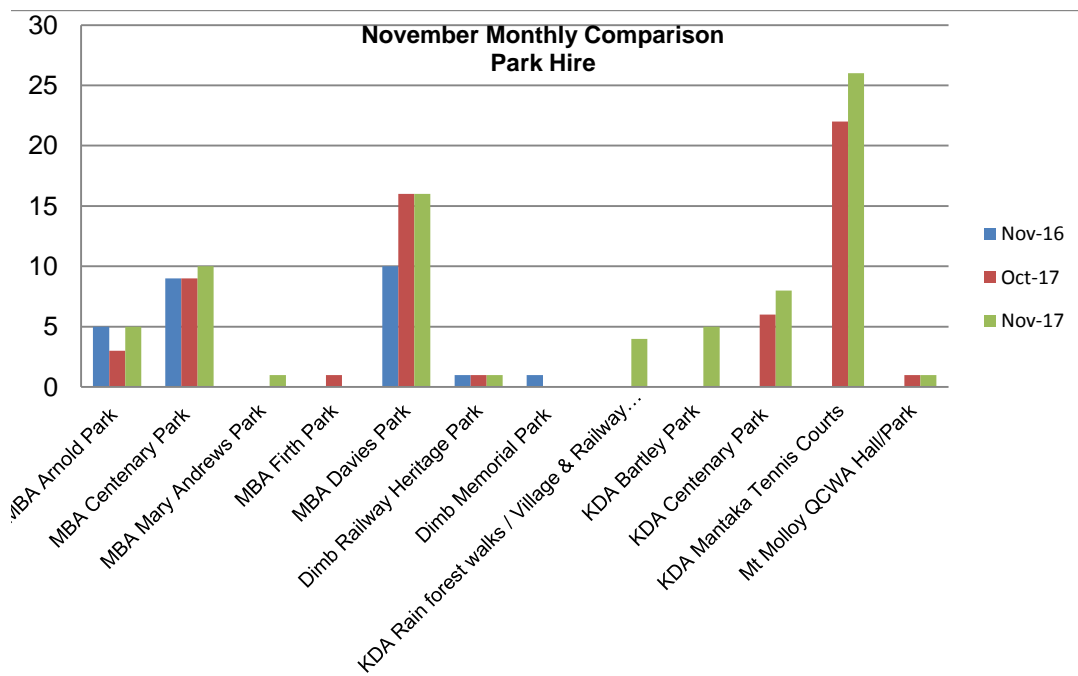


Figure 5. Monthly comparison Park Hire

Vandalism and Graffiti

During November 2017, four (4) reports of graffiti and vandalism were recorded on Council's Facilities.

- Mareeba Sports Hall
- Mareeba Swimming Pool
- Kuranda Aquatic Centre
- Mareeba Old Cemetery

| Graffiti and Vandalism | Year to date actuals |
|------------------------|----------------------|
| 2015-16 | \$2,134 |
| 2016-17 | \$16,546 |
| 2017-18 | \$10,285 |

Currently, there is no allocated budget for graffiti and vandalism; these costs are being booked to operational.

Mareeba Heritage Centre - Solar Panel System

Mareeba Heritage Museum and Tourist Information Centre (MHMTIC) has requested permission from Council to install a solar panels system to the Museum roof to offset electricity costs.

The proposed solar panel system is:

- 29.9 Kilowatt system plugged into the grid; and
- Approximately 120 panels and rails.

MHMTIC has a three (3) year lease agreement with the Mareeba Shire Council (MSC) which expires on the 30th June 2019 with an option to extend for a further three (3) years. The lease agreement outlines the responsibilities of the MHMTIC which includes payment of all the electricity expenses associated with the day to day operation of this building which includes a commercial kitchen.

Should installation of the solar panels be approved, MHMTIC would be required to meet all costs associated with the installation of the proposed system including the engagement of contractors, fees and charges and be responsible for all maintenance to the solar system and associated infrastructure once installed. MHMTIC would retain ownership of the solar system and when the current lease agreement expires MSC may request the removal of the installed solar system. All costs to remove the installed system and reverting the building to its original condition will be the responsibility of the Mareeba Heritage Museum and Tourist Information Centre.

No trees will be removed or trimmed to facilitate the installation and ongoing operation of the solar system.

If approval for installation of the solar system is granted, a letter of approval with conditions would be provided to MHMTIC by Council. Conditions would include that the proposed design is suitable for the building and dead loads on the roof structure and live loads including wind uplifts are taken into account. A report from a structural engineer may be requested. Further conditions would require that the configuration of the installation would ensure that the durability of the roof structure is not compromised and that the installation permits usual maintenance of the roof to be carried out.

Riverside Caravan Park, Mareeba - Fencing

Council officers investigated the suitability and functionality of the existing fencing at the Riverside Caravan Park on Egan Street, Mareeba following community concerns regarding amenity. It was identified that a number of sections of the caravan park were unfenced and quotations were obtained to clear some vegetation along the boundary and fence the unfenced sections.

The scope of works includes:

- Set out and service location; and
- Clear and trim vegetation as required for new fence; and
- Temporary fence during construction;
- Install 146 lineal metres of Colourbond fencing to match existing.

It is proposed to deliver this work as a new project in the 2018/19 Capital Works Budget through a reallocation of \$32,000 of funds from an existing project, NDRRA Betterment. Council has presently delivered approximately 90% of the current NDRRA program, with no significant issues to date and it is likely that the current allocation for NDRRA betterment will be spent this financial year.

Mareeba Swimming Pool - Small Pool Plant Room

The existing children's and attached wading pool filtration, chemical and gas bottles are currently all contained in a standard 3m x 3m lawn locker shed (plant room). This shed is inadequate to accommodate the amount of infrastructure required to service the children's wading pool and the current plant room has been identified as a significant health and safety risk.

It is proposed to install a new, certified 6m x 4m Colorbond shed to be located at the northern end of the children's pool which will have appropriate ventilation, gas cylinder storage and a purpose-built containment area for the appropriate storage of chemicals. The existing filter and pump will also be decommissioned due to its age and condition, and new ones installed.

It is proposed to deliver this work as a new project in the 2018/19 Capital Works Budget through a reallocation of \$50,000 of funds from an existing project, Mareeba Swimming Pool Business Case and Design. Through Works for Queensland (W4Q) funding, significant expenditure at Mareeba Pool has been undertaken or planned. This includes the refurbishment of the locker rooms under W4Q Round 1 which was completed earlier in 2017, and upgrade of the kiosk area which is planned to be completed in 2018 under W4Q Round 2.

LINK TO CORPORATE PLAN

ECON 3 Undertake the management of Council's assets in accordance with the long term asset management plans developed for all infrastructure asset classes to ensure the Shire's infrastructure networks are maintained and renewed to maximise their long term benefit to industry and the community.

CONSULTATION

Internal
Nil

External
Nil

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Capital
Nil

Operating
Nil

IMPLEMENTATION/COMMUNICATION

Nil

ATTACHMENTS

Nil

Date Prepared: *6 December 2017*

WORKS

ITEM-29 INFRASTRUCTURE SERVICES - WORKS SECTION ACTIVITY REPORT - NOVEMBER 2017

MEETING: Ordinary

MEETING DATE: 20 December 2017

**REPORT OFFICER'S
TITLE:** Manager Works

DEPARTMENT: Infrastructure Services, Works Group

EXECUTIVE SUMMARY

This report sets out works undertaken by the Works Section of Infrastructure Services during the month of November 2017.

OFFICER'S RECOMMENDATION

"That Council receive and note the Works Section Activities Report for the month of November 2017."

BACKGROUND

Maintenance Activities

Maintenance activities accruing more than \$1,000 in expenditure were carried out in November at the following locations:

| Description | Activity |
|-------------------------------|--|
| Hurricane Road, Hurricane | Grading unsealed roads |
| Euluma Creek Road, Julatten | Bitumen patching, clean inlet / outlet culverts, road furniture, slashing |
| McLeans Bridge Road, Julatten | Clean inlet / outlet culverts, grading unsealed roads, road furniture, slashing |
| Mount Lewis Road, Julatten | Clean inlet / outlet culverts, culvert repairs, grading unsealed roads, slashing |
| Nine Mile Road, Julatten | Grading unsealed roads, slashing |
| Barron Falls Road, Kuranda | Bitumen patching, culvert repairs, slashing |
| Black Mountain Road, Kuranda | Culvert repairs, slashing |
| Boyles Road, Kuranda | Slashing |
| Myola Road, Kuranda | Bitumen patching, footpath maintenance, culvert repairs, slashing |
| Oak Forest Road, Kuranda | Bitumen patching, culvert repairs, slashing |
| Rob Veivers Drive, Kuranda | General repairs and maintenance, mowing, slashing |
| Bakers Road, Mt Molloy | Grading unsealed roads, road furniture, slashing |
| Fraser Road, Mt Molloy | Grading unsealed roads, slashing |
| Main Street, Mt Molloy | Road furniture, slashing |
| Wetherby Road, Mt Molloy | Grading unsealed roads, road furniture, slashing |
| Springmount Road, Mutchilba | Prep work for reseals |

The table below shows the current budget position of road maintenance for Mareeba Shire Council at the end of November.

| Annual Budget | Year to Date Budget | Year to Date Actual |
|---------------|---------------------|---------------------|
| \$3,338,972 | \$1,387,524 | \$1,428,016 |

2016/2017 Capital Works

Byrnes Street Stormwater Upgrade

The upgrading of the underground stormwater network in front of My Mareeba Dentist in Byrnes Street commenced in mid-September and the works were completed in early December.

Works included the installation of 123 linear metres of reinforced concrete box culverts, kerb and cast insitu inlet pits and the reinstatement of pavement and footpath tiles.

As noted in previous reports existing latent conditions within the project footprint caused a substantial cost overrun from the original budget.

An additional \$75,000 in unallocated R2R funding was transferred to the existing budget to allow for the completion of the project. At the time of reporting final costs were not available but it is predicted that the new budget of \$260,000 will be sufficient to complete the project.



This project completes the 2016/2017 Works Group Capital Works Program.

2017/18 Capital Works

Oak Forest Road, Kuranda - Formation Rehabilitation Widen and Seal

Construction work started in late October at the Oak Forest Road, Kuranda - Formation Rehabilitation Widen and Seal Road upgrade project and works were completed early December. The scope of works included the widening and overlay of the existing pavement and seal to a width of 7.5m between the intersection of Oak Forest Road/Buchan Street and the intersection Oak Forest Road/Green Forest Road.

Works were completed on time and within budget. Line marking will be installed in the early New Year.



Replace Footbridge Bicentennial Lakes, Mareeba

During November the footbridge at the Granite Creek end of the Bicentennial Lakes that had previously been closed because of disrepair was replaced.

The bridge was fabricated at the Kowa Street Depot, moved to site and installed. Works were completed on time and on budget.



2017/18 Resheet Program

The following sections of unsealed roads have been resheeted this financial year and works will continue after the 2017/18 wet season. The location of the resheet sites will be dependent on where suitable gravel is generated from other capital or W4Q2 projects and road condition after the wet season.

| Road name | St Ch | Fin Ch | Length | Width | Depth | m ² |
|--------------------|-------|--------|---------------|-------|-------|----------------|
| Braund Road | 1880 | 3000 | 1120 | 6 | 0.15 | 6720 |
| Mt Mulligan Road | 3000 | 4700 | 1700 | 6 | 0.15 | 10200 |
| Martin Road | 900 | 1375 | 475 | 6 | 0.15 | 2850 |
| Zebra Road | 25 | 180 | 155 | 6 | 0.15 | 930 |
| Henry Hannam Drive | 1300 | 1660 | 360 | 5.5 | 0.15 | 1980 |
| Henry Hannam Drive | 1800 | 2080 | 280 | 5.5 | 0.15 | 1540 |
| Henry Hannam Drive | 2130 | 2570 | 440 | 5.5 | 0.15 | 2420 |
| Henry Hannam Drive | 2700 | 2740 | 40 | 5.5 | 0.15 | 220 |
| Drumduff Road | 7840 | 8420 | 580 | 5.5 | 0.15 | 3190 |
| Drumduff Road | 9100 | 9260 | 160 | 5.5 | 0.15 | 880 |
| Drumduff Road | 9450 | 9950 | 500 | 5.5 | 0.15 | 2750 |
| Drumduff Road | 10360 | 10790 | 430 | 5.5 | 0.15 | 2365 |
| Drumduff Road | 11110 | 11290 | 180 | 5.5 | 0.15 | 990 |
| Drumduff Road | 11350 | 11940 | 590 | 5.5 | 0.15 | 3245 |
| Drumduff Road | 12300 | 13650 | 1350 | 5.5 | 0.15 | 7425 |
| Drumduff Road | 14180 | 14400 | 220 | 5.5 | 0.15 | 1210 |
| Drumduff Road | 15490 | 15600 | 110 | 5.5 | 0.15 | 605 |
| Drumduff Road | 16210 | 22030 | 5820 | 5.5 | 0.15 | 32010 |
| Drumduff Road | 24050 | 24650 | 600 | 5.5 | 0.15 | 3300 |
| Drumduff Road | 26850 | 27600 | 750 | 5.5 | 0.15 | 4125 |
| Hurricane Road | 28000 | 28200 | 200 | 7 | 0.1 | 1400 |
| Hurricane Road | 28400 | 28700 | 300 | 7 | 0.1 | 2100 |
| Hurricane Road | 28800 | 29070 | 270 | 7 | 0.1 | 1890 |
| Hurricane Road | 30900 | 31200 | 300 | 7 | 0.1 | 2100 |
| Hurricane Road | 31700 | 32450 | 750 | 7 | 0.1 | 5250 |
| Hurricane Road | 34470 | 34800 | 330 | 7 | 0.1 | 2310 |
| Total | | | 18,010 | | | 104,005 |

TMR Routine Maintenance Performance Contract (RMPC)

Routine maintenance activities were undertaken during November 2017 at the following locations;

| Primary Location | Activity Name |
|---------------------------------------|---|
| Kennedy Highway - Cairns/Mareeba | Other roadside work |
| | Rest area servicing |
| | Surface correction, premix / a/c (manual <150 lin. m per 1km) includes traffic control |
| Mulligan Highway - Mareeba/Mt Molloy | Herbicide spraying, includes traffic control |
| Mulligan Highway - Mt Molloy/Lakeland | Herbicide spraying, includes traffic control |
| | Rest area servicing |
| | Roadside litter collection, rural |
| Mossman - Mt Molloy Road | Herbicide spraying, includes traffic control |
| | Other surface drain work |
| | Repair signs (excluding guide signs) |
| | Roadside litter collection, rural |
| Mareeba Connection Road | Other roadside work |
| Mareeba - Dimbulah Road | Herbicide spraying, includes traffic control |
| | Pothole patching, includes traffic control |
| Burke Developmental Road | Medium formation grading (western) with extras and 2 watercarts, excludes traffic control |
| | Other formation work |
| | Other surface drain work |

The total claim to DTMR for the works listed above for the month of November 2017 was \$139,011.36.

Parks and Gardens Section

Maintenance Activities

Parks and Gardens maintenance activities accruing more than \$1,000 in expenditure were carried out in November at the following locations:

| Location |
|---|
| Mowing, Mareeba Streets |
| Parks, Library, CBD and Streets, Kuranda |
| Davies Park, Mareeba |
| Mary Andrews Gardens, Mareeba |
| Basalt Gully and Bi-Centennial Lakes, Mareeba |
| Molloy Road Approaches, Mareeba |
| Barron Esplanade, Mareeba |
| Esplanade, Kuranda |
| Centenary Park, Mareeba |
| Byrnes Street Medians, Mareeba |
| Borzi Park, Mareeba |
| Fig Tree Management Plan, Kuranda |
| Depot / Amphitheatre, Kuranda |
| Arnold Park, Mareeba |
| Mowing and Maintenance, Irvinebank |
| Town Entry North, Mareeba |
| Shaban Park, Mareeba |
| Parks and Gardens, Chillagoe |
| Recreational Reserves including Tennis Court, Chillagoe |
| Furniture and Playground Equipment, Mareeba |
| Nursery, Mareeba |
| Harris Park. Road Reserve Black Mountain Road |
| Hunter Park, Fallon Road, Kuranda |

The table below shows the current budget position of Parks and Gardens maintenance for Mareeba Shire Council.

| Annual Budget | Year to Date Budget | Year to Date Actual |
|---------------|---------------------|---------------------|
| \$1,794,335 | \$749,498 | \$679,928 |

Bridge Section

Maintenance Activities

Bridge maintenance activities accruing more than \$1,000 in expenditure were carried out in November at the following locations:

| Location |
|----------------------------|
| Black Mountain Road Bridge |
| Jeffrey Road Bridge |
| Reactive Maintenance |

| Annual Budget | Year to Date Budget | Year to Date Actual |
|---------------|---------------------|---------------------|
| \$562,213 | \$232,787 | \$180,237 |

Land Protection Section

| Annual Budget | Year to Date Budget | Year to Date Actual |
|---------------|---------------------|---------------------|
| \$446,906 | \$185,395 | \$162,993 |

Parthenium Weed: Several property inspections have been carried out this month. No new incursions have been found. A new outbreak of Parthenium weed was reported at a newly reconstructed road at Walkamin. The suspicion was that the weed may have been brought in through contaminated rock from a nearby quarry. The quarry, crushing plant area, roads, surrounding creek lines and bushland were thoroughly surveyed and no Parthenium or other restricted plants were found.

Gamba Grass: Land protection staff are working their way around the MSC and DTMR road networks dealing with germinating Gamba Grass that has begun to grow rapidly since the October rain. DTMR have provided Council with a budget to control the weed on their corridors. Officers have also visited known mapped sites on private lands. The landowners are seen to be dealing with their out breaks and MSC help out where necessary by loaning spray equipment for short term programs.

Lions Tail: The only known site in Mareeba Shire and one of only two known sites in Northern Queensland where Lions Tail is present is the Number 1 paddock and on the verges of the Burke Developmental Road on Wrotham Park Station. DTMR allocated a budget to carry out control works three times per year on this invasive plant. The area and density of this outbreak is being dramatically reduced in that site but vigilance and wide spread surveys for new sites are always necessary. The seeds are held in spiky round balls about golf ball size. Cattle collect these spiky balls in their tails and transport them around the paddocks where seeds fall to make new infestations. Council is aided in this work by station staff who carry out surveys by means of helicopter, motorbike and horses.

Multi Species Weeds Clean - Upper Walsh Catchment: This long running clean-up of Bellyache Bush, Rubber Vine, Siam Weed and Rats Tail Grass has had its source at Irvinebank and runs north all the way down Gibb Creek into Emu Creek and then into the Walsh River. This month land protection works started at the McGrath Bridge and spread all the way to the Walsh junction. Council have been assisting the landowners with control burns of thick weedy patches and following the fire with cut and swab of plants that survived the fire.

Civil Works Weed Control: Land Protection Officers have worked on town streets and drain easements as well as Council roads treating weeds including Goat Head Burr, Bindies and Mexican Poppies. Staff are involved in cleaning up floating weeds on the town lakes, wiping out wasp nests on shop fronts and ceilings in the CBD and spraying out thick grasses and weeds in the sewer outfall on Adil Road.

Vertebrate Pests: Council's last round for the year on coordinating wild dog/dingo control works has been completed. Officers have treated properties on the Lynd/Tate River systems including St Ronan's, Mt Cardwell, Bolwarra, Torwood, Blackdown and Bulimba areas.

Staff have set traps, arranged for professional shooters and laid toxic baits for feral pigs on numerous properties in the Arriga and Dimbulah area.

LINK TO CORPORATE PLAN

ECON 3 - Undertake the management of Council's assets in accordance with the long term asset management plans developed for all infrastructure asset classes to ensure the Shire's infrastructure networks are maintained and renewed to maximise their long term benefit to industry and the community.

CONSULTATION

Internal
Infrastructure Services staff

External
Nil

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Capital
Included in 2017/2018 budget

Operating
Included in 2017/2018 budget

Is the expenditure noted above included in the 2017/2018 budget?
Yes

IMPLEMENTATION/COMMUNICATION

Advice is provided to residents and businesses affected by any activities.

ATTACHMENTS

Nil

Date Prepared: 4 December, 2017

WATER & WASTE

ITEM-30 WASTE MANAGEMENT KERBSIDE COLLECTION POLICY

MEETING: Ordinary

MEETING DATE: 20 December 2017

**REPORT OFFICER'S
TITLE:** Manager Water and Waste

DEPARTMENT: Infrastructure Services, Water and Waste Group

EXECUTIVE SUMMARY

This Waste Management Kerbside Collection Policy has been amended to reflect current practices of Mareeba Shire Council and in conjunction with the new waste collection contract that commenced 18 December 2017 and is to provide consistency in customer service relating to domestic kerbside waste collection.

OFFICER'S RECOMMENDATION

"That Council receive and adopt the amended Waste Management Kerbside Collection Policy as contained in this report."

BACKGROUND

An appropriate Waste Management Kerbside Collection Policy is required by Council to provide guidance for Council Officers on the issue of Waste Management Kerbside Collection Policy and the amended and updated Policy is in conjunction with the new waste collection service contract which began on 18 December 2017.

This policy provides a fair and equitable means of delivering a kerbside waste collection service to residents of the Mareeba Shire Council. The policy provides direction to Council and staff, supports maintaining a high level of service delivery and encourages appropriate use of mobile garbage bins by residents.

LINK TO CORPORATE PLAN

ENV 5 - Prepare an environmental scorecard to ascertain the current status of the natural environment in the Shire and to inform Council's response to environmental management and sustainability and the development of protection and conservation plans.

CONSULTATION*Internal*

Director Infrastructure Services
Manager Governance and Compliance
Senior Environmental Advisor

External

Nil

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

Nil

POLICY IMPLICATIONS

The MSC Waste Management Kerbside Collection Policy has been amended to reflect the new contract for kerbside waste collection.

FINANCIAL & RESOURCE IMPLICATIONS*Capital*

Nil

Operating

Nil.

Is the expenditure noted above included in the 2017/2018 budget?

Nil.

If not you must recommend how the budget can be amended to accommodate the expenditure

Nil.

IMPLEMENTATION/COMMUNICATION

On adoption of the Policy advise Customer Service Officers of the changes and alter associated documents, advise Water and Waste Group staff and post to Council website.

ATTACHMENTS

1. Waste Management Kerbside Collection Policy (amended).

Date Prepared: 8 December 2017



Waste Management Kerbside Collection Policy

| | | | |
|---|---|-----------------|-----------------------------|
| Draft <input checked="" type="checkbox"/> | Final <input checked="" type="checkbox"/> | Version: | 1 |
| File ref: | IMS 1.5.1 | Policy Section: | Waste Collection & Disposal |
| Date Adopted: | | Review Date: | |
| Author: | Senior Environmental Officer | Review Officer: | Manager Water and Waste |

DRAFT

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1. POLICY INTENT

This policy provides a fair and equitable means of delivering a kerbside waste collection service to residents of the Mareeba Shire Council. The policy provides direction to Council and staff, supports maintaining a high level of service delivery and encourages appropriate use of mobile garbage bins by residents.

2. SCOPE

This policy applies to the domestic kerbside mobile garbage bin service provided by Council to residents for the purpose of collecting and management of domestic and recyclable waste streams.

3. BACKGROUND/SUPPORTING INFORMATION

On 18 December 2017, Council accepted the offer of JJ Richards and Sons Pty Ltd (the Contractor) for Waste Collection and Bulk Bin Transfer under Contract 75457# until 17 December 2026.

This policy has been reviewed to be consistent with the new contract with the Contractor

This policy will be reviewed again in the near future to align with the development of Council's Waste Strategy which incorporates waste reduction and recycling strategies.

4. DEFINITIONS & ACRONYMS

Collection service means a 1 x 240 litre wheelie bin.

Commercial waste means waste, other than green waste, recyclable waste, interceptor waste or waste discharged to a sewer, produced as a result of the ordinary use or occupation of commercial premises.

Domestic waste means waste, other than domestic clean-up waste, green waste, recyclable waste, interceptor waste or waste discharged to a sewer, produced as a result of the ordinary use or occupation of domestic premises.

Kerbside collection service - see collection service

MGB means mobile garbage bin

Owner of land takes the same meaning as defined in the Local Government Act 2009.

5. POLICY STATEMENTS

5.1 Benefited refuse collection area

The benefited refuse collection area is the area mapped and identified as such and contains properties that are contenders for a kerbside collection service.

5.2 Eligibility for kerbside collection service

All properties within the benefited refuse collection area that contain a residence are obliged to maintain a minimum of one garbage collection service.

New residences will be issued with a garbage collection service only upon issue of a Final Certificate (Form 21) or a Certificate of Classification for that building. An Information Notice is to be given to the new residence about the kerbside collection service.

Properties with buildings subject to a temporary occupancy permit are eligible for a kerbside collection service.

Other requests for a kerbside collection service are subject to consideration by the Manager Water and Waste.

Commercial premises are not eligible for a kerbside collection service. The contracted kerbside waste collection agent is not to pick up wheelie bins from commercial premises.

5.3 Provision of mobile garbage bins (MGB's)

MGB's will remain the property of Council or contractor with eligible properties provided MGB's for the purpose of disposing domestic waste.

It is the responsibility of the householder to ensure MGB's are utilised for their intended purpose and not damaged by means other than due to the fair wear and tear of the collection service.

5.4 Addition or cancellation of kerbside collection service

Additional kerbside collection services may be provided at the written request of the property owner or a Real Estate Agent formally acting on behalf of a property owner.

Additional kerbside collection services may be cancelled at the written request of the property owner. A minimum of one collection service must remain at an eligible property. MGB's associated with the additional service/s are required to be returned to the Council/contractor.

Upon completion of an approved demolition of a building provided with a garbage service, the service will be cancelled. It is the responsibility of the property owner to return the MGB's to the Council/contractor.

**5.5 Replacement of MGB**

MGB's damaged due to the fair wear and tear of the collection service may be replaced by the Council/contractor.

Any damage caused by means other than through the provision of the collection service, such as burnt, lost, stolen, broken or otherwise are subject to replacement by the property owner. Council will make available a MGB for purchase by the property owner at the Council set fee.

Council will provide for one replacement of a MGB in the event of a stolen MGB. Any further stolen MGBs are subject to replacement by the property owner.

5.6 Kerbside placement and presentation of MGB's

MGB's must be placed on the kerbside for collection on the night before the designated collection day. MGB's not presented at the time that the collection service is conducted will not be eligible for a later service.

MGB's must not be over 70kgs in weight or be overfull so as the lid will not close.

MGB's must be presented for collection so as they are easily accessible by the garbage collection vehicle.

If placing more than one MGB out for collection they must be positioned no closer than one (1) metre apart.

Any presentation of a MGB contrary to this policy may result in resident's waste not being collected.

5.7 Contamination of MGB's

A domestic waste MGB (240 litre green lidded bin) is supplied for the purpose of disposing waste generated in the household such as food scraps, small amounts of garden waste, nappies and other non-recyclable household material. It is not the intention of supplying this MGB for disposing of timber, bricks, concrete, ash, soil, branches, white goods, construction and demolition or commercial and industrial waste streams. Excessive contamination may result in the waste not being collected.

5.8 Exemption of kerbside collection service

Exemptions from being eligible for a kerbside collection service are subject to consideration by the Manager Water and Waste.

Exemptions may be considered based on but not limited to the following:

- Highway collection hazard
- Deemed dangerous by waste collection service provider

A request for an exemption may be submitted to Council in writing by the property owner.

5.9 Infirm kerbside collection service

An infirm collection service may be provided where the resident is unable, due to a physical condition, present their MGB at the kerb for collection.

A request for an infirm collection service may be made in writing to Council outlining the reasons for the request. The request will be subject to consideration by the Manager Water and Waste.

5.10 Private property collection servicing

Any request for the garbage truck to enter private property such as group title unit developments must be considered by the Manager Water and Waste.

Consideration shall be given to:

- Public liability issues
- Serviceability
- Public safety
- Infrastructure suitability
- Risk assessment outcomes

5.11 Missed Collection Service

In the event of a reported missed collection service, the collection service recipient may take their waste to their local transfer station at no charge.

If the person cannot take their waste to the transfer station, Council will check that the residence is located within a refuse collection benefitted area and is being charged appropriately for a waste collection service. If the residence is being charged, Council will then seek confirmation of that service with the Contractor and arrange for that waste to be picked up if there was a genuine missed service.

An Information Notice is to be given to the residence reporting the missed collection service. The Information Notice will detail that bins must be placed out for collection the night before the scheduled service. Council will make a record of the reported service to monitor for persons making repetitive, non-genuine claims about a missed collection service.

In the event it is identified that a person is making repetitive, non-genuine claims about a missed collection service, the matter will be referred to the Manager of Water and Waste for appropriate action. Appropriate action will be determined with consideration given to the provisions of the *Environmental Protection Regulation* or other relevant legislation.

5.12 Uncharged Collection Service

Where Council identifies that a residence has been receiving a collection service(s) but is not being charged appropriately for that service, Council will:

- Commence charging for the number of collection services detected. A minimum of one collection service must be charged per residence in a refuse collection benefitted area; and
- Provide a Written Notice to that residence. The Written Notice will advise of the number of waste collection services that have been detected and will be charged on the next rates notice; and
- An Information Notice is to accompany the Written Notice to the residence about the kerbside collection service.

5.13 Charging mechanism

A kerbside collection service will incur one charge which will be applied to a property's rates. Each additional collection service will incur the appropriate additional charge.

One collection service includes provision of one 240 litre general waste bin serviced weekly.

6. PERFORMANCE MEASURES

| Item | Performance Indicator | Performance Measure | Target – Per Month |
|------|--|--|---|
| 1 | New Bin Delivery | Response time for bin delivery | 100% within 48 hours |
| 2 | Missed Services | Number of missed services per month | Less than or equal to 1 per 5000 services |
| 3 | Response time to missed services | Response time for collection of missed services | 100% within 24 hours |
| 4 | Response time to repair/replacement requests | Response time to repair/replacement requests | 100% within 48 hours |
| 5 | Clean up spilt Waste | Response time following observation or complaint | Immediately |
| 6 | Service Complaints | Response time for complaint response | 100% within 3 Business Days |

7. REVIEW

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

8. DISTRIBUTION REGISTER

| Date | Issue No. | Copy No. | Issued To | Copy Type |
|------|-----------|----------|-----------|-----------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

This policy is to remain in force until otherwise determined by Council.

**ITEM-31 BARANG STREET SEWAGE PUMP STATION, KURANDA
- CAPACITY UPGRADE CONCEPT DESIGN REPORT****MEETING:** Ordinary**MEETING DATE:** 20 December 2017**REPORT OFFICER'S
TITLE:** Manager Water and Waste**DEPARTMENT:** Infrastructure Services, Water and Waste Group

EXECUTIVE SUMMARY

The purpose of this report is to advise Council of investigation work completed to address overflow issues at the Barang Street Sewage Pump Station (SPS) in Kuranda. This report is intended to advise Council of the actions that have occurred and commitment to the Department of Environment and Heritage Protection (EHP) on how to address the issue.

The analysis report explores the available options to mitigate overflows from the Barang Street SPS and makes recommendations on a preferred solution.

OFFICER'S RECOMMENDATION

"That Council

1. Receive and note the report on the Barang Street Sewage Pump Station; and
2. Include the proposed work to upgrade the Barang Street Sewage Pump Station in the Long Term Financial Plan and PPT based on Option A: Offline storage + general upgrade; and
3. Endorse the Barang Street Sewage Pump Station project as a priority project for consideration in future grant applications."

BACKGROUND

Council previously upgraded the sewerage rising main from Myola Road SPS to the Kuranda Wastewater Plant through a staged prepared program to mitigate overflows of the of the Barang Street Sewage Pump Station at Kuranda.

The main cause is that the Barang Street SPS is not compliant with FNQROC guidelines and offline emergency storage has not been provided at any location in the network.

The Barang Street Sewage Pump Station (SPS) is part of the Kuranda Sewerage Scheme and has an emergency overflow into Jum Rum Creek under MSC's existing environmental authority permit (EPR0179221314) conditions. Due to the frequency of overflow events and Council's assurances to the Department of Environment and Heritage Protection (EHP) Council officers sought a sustainable solution to address this. A staged solution was

developed whereby the response included interim mitigative measures and a longer term solution to be developed.

As an interim measure, Council by-passed the Barang Street SPS and upgraded the sewage rising main from Myola Road SPS to the Kuranda Wastewater Plant. The by-pass provided immediate hydraulic capacity relief and mitigated overflows of the Barang Street SPS. However, the longer term solution required further investigation against design guidelines and site constraints. The main issue with the Barang Street SPS is that it is not compliant with FNQROC design guidelines in terms of capacity and that offline emergency storage has not been provided at any location in the network. The major risk for Council is the high possibility for continuing sewage overflows from Barang Street SPS into the Jum Rum Creek catchment which flows to the Great Barrier Reef.

GHD have been commissioned by Council to investigate the Barang Street SPS and prepare an options analysis report outlining feasible upgrade options, budget estimates and preference for each option. The four (4) options considered were:

1. Offline storage
2. Redirect Gully St and Honey House PS
3. Emergency diesel pump package
4. New pump station

Following assessment and subsequent discussions between Council officers and GHD, Option 2 was deemed unviable, and further options were detailed and assessed based on a combination of Options 1, 2 and 4. These options are as follows:

- A. Offline storage + general upgrade
- B. Offline storage, redirection of Gully and Honey House, and general pump station upgrade
- C. New pump station
- D. New pump station and redirection of Gully and Honey House

The preferred solution at Barang Street SPS is for an Offline Storage Chamber, as it adequately addresses the technical and environmental risks for the least cost. The analysis prepared by GHD reviewed the storage options but did not consider the remaining life in the existing pump station asset. The existing pump station is in good condition and balanced against ongoing maintenance costs, it is recommended that the Offline Storage Option offers Council a value for money best long-term solution.

LINK TO CORPORATE PLAN

ECON 3 - Undertake the management of Council's assets in accordance with the long term asset management plans developed for all infrastructure asset classes to ensure the Shire's infrastructure networks are maintained and renewed to maximise their long term benefit to industry and the community.

CONSULTATION

Internal

Director Infrastructure Services
Senior Environmental Advisor
Engineer Water and Waste
Supervisor Water Reticulation Services

External
GHD

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

The Environmental Protection Act 1994, Sustainable Planning Act 2009 and the Water Supply (Safety and Reliability) Act 2008 all govern the operation of wastewater facilities. The legislation imposes a duty of care on service providers, through a statutory authority (licence), to ensure that a standard of sewage treatment is met prior to release to the environment to minimise or prevent harm. Offences associated with the legislation range from minor infringement notices to substantial fines and indictable offences.

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Capital
To be considered in the forthcoming 2018 / 2019 budget review.

Operating
Nil

Is the expenditure noted above included in the 2017 / 2018 budget?
NA

If not you must recommend how the budget can be amended to accommodate the expenditure
Nil

IMPLEMENTATION/COMMUNICATION

Nil

ATTACHMENTS

1. Barang Street SPS Options Analysis.

Date Prepared: 3 October 2017



Mareeba Shire Council
Barang Street SPS Capacity Upgrade
Concept Design Report

October 2017

WATER | ENERGY & RESOURCES | ENVIRONMENT | PROPERTY & BUILDINGS | TRANSPORTATION

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1. Introduction

1.1 Background

The Barang Street Sewage Pump Station (SPS) is a wet well pump station in Kuranda. The station catchment includes the majority of Kuranda Township and it is an integral part of the system. Due to the frequency of emergency overflow events into Jum Rum Creek, Mareeba Shire Council (MSC) has committed to providing FNQROC storage compliance at the SPS.

GHD Pty Ltd (GHD) has been engaged by MSC to investigate the current arrangement, identify, and develop concept options, and prepare a detailed design for the preferred solution to provide the required storage.

The options identified for achieving FNQROC compliance are:

- Option 1 – Offline Storage
- Option 2 – Redirect Gully St and Honey House PS
- Option 3 – Emergency diesel pump package
- Option 4 – New pump station

1.2 Purpose of this report

This report identifies and develops concept options to provide long term FNQROC compliance at the Barang St SPS. The report was initially provided in draft for discussion. The conclusions and recommendations of the report were updated based on the outcomes of the concept design workshop.

1.3 Previous Studies

It is understood that the Department of Environment and Heritage Protection requested MSC address the pump station's frequent overflows in 2014. In response, MSC commissioned several works, including:

- *Barang Street Sewage Pump Station Review*, Aurecon, 2014.
This report reviewed the existing system arrangement, non-compliances, and provided options to mitigate overflow events. Options included:
 - Option 1: Bypass of Barang Street SPS
 - Option 2: Bypass of Barang Street SPS plus upgrade of Barang Street SPS
 - Option 3: Upgrade of Barang Street SPS plus upgrade of existing rising main to STP.MSC adopted Option 1 and bypassed the Myola Road system around Barang St SPS via a new rising main (RM), refer below. It is understood that some other recommendations in the report were not adopted, including measuring wet well inflows at SPS' and reviewing whole system FNQROC compliance.
Information in this report has been used for the current concept development.
- *Myola Rising Main Extension Design*, Jacobs, 2014
Following the SPS review report, MSC commissioned the design and construction of a new DN225 RM from upstream of the Barang St SPS to the Kuranda Waste Water Treatment Plant (KWWTP), bypassing the Barang St SPS.

It is understood that the construction of this main has reduced overflow occurrences by reducing the inflow to Barang St SPS. These design drawings have been relied upon to develop system curves.

1.4 Provided data

Council provided the following data. This data has been used as the basis of the concept options development and assessment but has not been verified or validated.

Table 1 Provided data

| Title | Year | Format | Author | Content |
|---|------|---------|--------------------|--|
| MAPINFO_Files_ BarangStSPS_Analysis | 2017 | TAB/DAT | MSC | Council GIS data. |
| Barang St PS Options Analysis Report Rev 0 | 2014 | PDF | Aurecon | Identification and analysis of options for resolving storage issues. |
| Barang St PS Options Analysis Report Rev 0 - Appendices | 2014 | PDF | Aurecon | Appendices for report, including pump curves and surface profiles. |
| Myola Rising Main Extension Construction Issue Drawings | 2014 | PDF | Jacobs | Design drawings for the Myola rising main extension. |
| Pump station control levels | | Xls | MSC | Level data for all pump stations. |
| Outside Service Report | 2017 | PDF | Xylem | Condition and service report for all pump stations. |
| Barang Service Report | 2017 | PDF | Xylem | Barang St SPS condition and service report. |
| Myola Rising Mains Pump Station - Pump Performance Test and Pump Curves | 2013 | PDF | JM Switchboards | Shutoff head tests, assumed to be for Myloa Rd 5. |
| Kuranda Pump Stations Hrs Run 2016 | 2016 | XLS | MSC | SCADA run-time data. |
| Kuranda Pump Stations Hrs Run 2017 | 2017 | XLS | MSC | SCADA run-time data. |
| Kuranda STP Planning Report | 2010 | MS Word | TRC | STP planning report only. |

2. Site Description

2.1 Site locality

Barang St SPS is located in the road reserve on Barang Street, Kuranda. Barang Street runs parallel to Coodoo Street and is moderately trafficked as a town bypass route and to access tourist attractions, including the Skyrail, Scenic Rail, and Barron Falls lookout. The pump station is directly adjacent to Jum Rum Creek and the popular Jum Rum Creek circuit walking track. Figure 1 below provides an understanding of the site's locality.



Figure 1 Pump station locality

2.2 Site arrangement

A site meeting and visual inspection was held at the SPS site on 9 August 2017. Council advised that while the pump station is aged and does not meet current FNQROC guidelines, there are no performance or operability concerns with the station. The site consists of:

- **Wet well**
The wet well includes two identical 6.9kW Flygt pumps and a well washer. It was noted that the incoming sewer's dropper had been removed to allow pump maintenance. A steel monorail structure is located over the wet well and Council advised that this should remain but requires maintenance and possible recertification. The current load rating for the monorail is unknown.
- **Valve pit**
The valve pit is located adjacent to the wet well. The valve pit is deep and requires a confined space entry to access.
- **Switchboard**
The switchboard, with protection structure, is located directly in front of the valve pit. The switchboard visually appears aged but Council advised that there are no performance

- concerns. A SCADA/generator control box has been installed on the side of the protection structure.
- **Generator**
A backup generator has been installed onsite with a protective roof structure. Council noted that the generator previously failed to start during a power failure but that this issue has been rectified.
 - **Miscellaneous**
The site also houses a high SCADA tower, odour relief chimney, and collector manhole.

Figure 2 below provides an indication of the pump station's general arrangement.



Figure 2 Site arrangement

Following the site inspection, a number of other items are noted for consideration by Council.

- The station is located directly off Barang Street and the site entrance is wide and uncontrolled. Traffic hazards may be experienced due to the wide entry/exit from site.
- The wet well opens facing the popular walking track. This may present a hazard should adequate pedestrian controls not be set-up during operations and maintenance activities.
- No fall protection has been installed at the deep valve pit, which requires confined space entry to access.
- The switchboard is located directly in front of the valve pit and cannot be accessed when the valve pit lid is open.
- The collector manhole is located on the edge of the Barang Street and in close proximity to live traffic. This may present hazards to operations and maintenance staff.

3. System Characteristics

3.1 System description

Barang St SPS is a major junction in the Kuranda sewage system and the majority of the Kuranda Township's sewage flows through the station. Figure 3 provides a schematic of the sewage system, developed via GIS and MSC advice.

Upstream of Barang St SPS, Thooree SPS flows to the Honey House SPS. The Gully SPS and Honey House combined RM then discharges directly into the Barang St SPS gravity catchment. Downstream, Barang St SPS discharges into a common DN225 RM with the Myola Rd system. The Kuranda School SPS (including the Railway Station SPS) also discharges into the common main immediately before discharge to KWWTP. The Jum Rum SPS catchment discharges into KWWTP via a separate inlet.

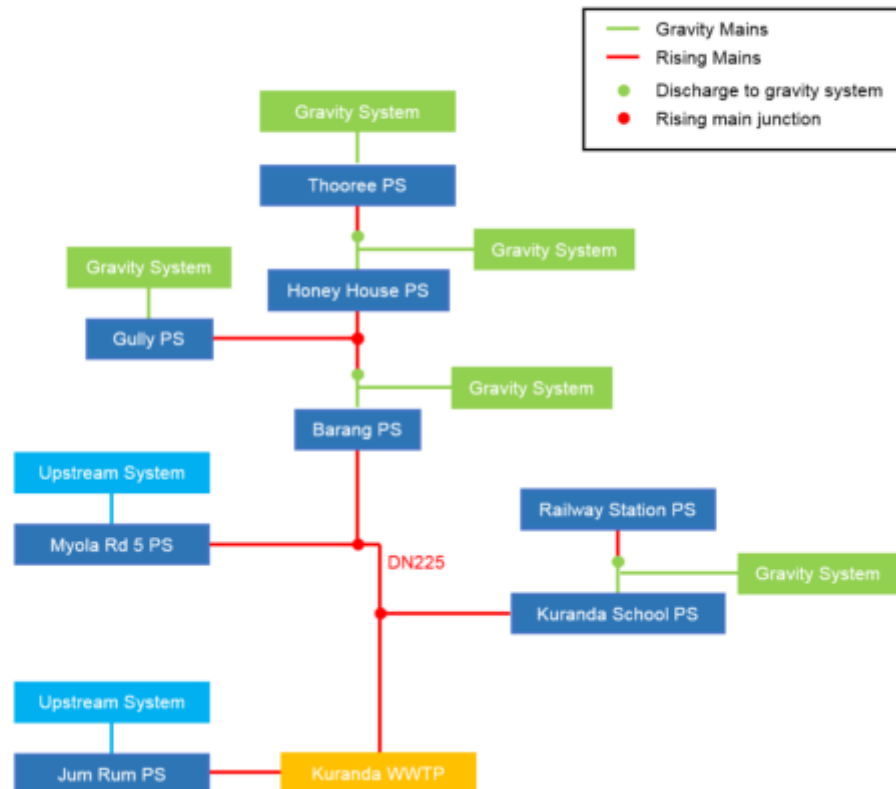


Figure 3 Kuranda sewerage scheme

3.2 Flow determination

Catchment population data was unavailable and a desktop assessment of the catchment contributions was made based on a lot count from aerial imagery. Catchments were delineated from GIS records and lots were categorised as residential, multi-residential, commercial/tourist, or special interest. Equivalent Persons (EP) were assigned to each lot-type based on FNQROC and sewerage design manuals. Flows per EP were assigned in accordance with FNQROC.

The following assumptions were required:

- As storage requirements are calculated from ADWF, peaking factors and times were not considered.
- Residential lots were assumed to be 901-1100 m² to determine the EP/lot.
- Multi-residential lots were generally found to consist of approximately 14 two-bed units and this EP value was applied to all multi-residential lots. The overall count was found to have a low sensitivity to this classification.
- Special interest lots included a church, medical centre, and community hall. For the purposes of the EP count these were conservatively treated as residential dwellings.
- Flows from the railway station were estimated based on the annual passenger load of 400,000 travellers being averaged across every day of the year. The passenger load was sourced from the Queensland Rail annual report.
- The Kuranda School has 400 students according to the school's website. It was assumed 50 staff also contributed flows.
- Precise tourist numbers were unavailable, but estimated at approximately 2000 EP/day. This estimate was based on discussions with the Kuranda tourism centre and against available SCADA data. Contributing flows from tourism were distributed in the catchments in accordance with the commercial lot count and to generally suit the SCADA distribution.

Table 2 Classification and EPs

| Classification | EP factor | Notes |
|-------------------|------------------------|--|
| Residential | 3.1 EP/Lot | 901-1100m ² lot size. |
| Multi-residential | 22.4 EP/Lot | 14 No. two bed units. |
| Commercial | - | Tourism EP distributed in accordance with commercial lot distribution. |
| Special interest | 3.1 EP/Lot | Functionally similar to residential |
| School | 0.5 EP/pupil and staff | Student numbers sourced from website. |

The lot count was reviewed against available 2016 and 2017 SPS SCADA data. The data provided starts per day and hours run per day. It was assumed that each time a pump turned on the wet well was emptied, while ADWF inflows continued flowing into the pump station. Accordingly, the total volume pumped daily was equal to the pump starts multiplied by the wet well volume plus an allowance for incoming flows during pumping. It is noted that faulty SCADA or damaged pumps could skew the check values. The operating volume was assumed to be 300mm below the incoming sewer level to the bottom of the pump volute based on MSC provided levels.

The following Table 3 summarises the flow determination results. Note that flows include contributions from upstream stations.

Table 3 ADWF calculated from lot count

| Catchment | EP | Determined daily flow (m3) | SCADA daily flow (m3) | Adopted ADWF (m3/hr) |
|----------------------|-------------|----------------------------|-----------------------|----------------------|
| Gully SPS | 571 | 154 | 243 | 6 |
| Thoorree SPS | 59 | 16 | 28 | 1 |
| Honey House SPS | 360 | 113 | 196 | 5 |
| Barang St SPS | 1103 | 565 | 395 | 24 |
| Railway SPS | 443 | 125 | 222 | 5 |
| Kuranda School SPS | 225 | 186 | - | 8 |
| Total | 2760 | 1,159 | 1,084 | |

4. Concept Options

4.1 Storage requirements

FNQROC compliance requires 4 hours storage at ADWF. Barang St SPS requires 94 m³ storage for FNQROC compliance. Based on available level data, 4.65 m³ is available.

The existing generator provides a two hour storage offset. If the generator remains, **Barang St SPS requires an additional 42 m³ storage.**

4.2 Option 1 – Offline Storage

4.2.1 Concept Option

Storage could be provided via an emergency overflow storage chamber offline at the pump station. The chamber would be sized for two hours ADWF or approximately 50 m³. Emergency storage chambers are commonly installed for sensitive pump stations and are readily available in precast packaged units.

The preferred storage arrangement is a buried self-draining chamber in the arrangement in Figure 4 below. This arrangement provides an inlet below the SPS overflow and an outlet with a non-return valve above the SPS BWL. During a storage event the well would fill and overflow into the storage chamber to achieve hydrostatic equilibrium. At the end of the event, the pumps would reduce the sewage level in the well, allowing the sewage in the chamber to flow back to the wet well and be pumped out. The storage vessel would need to be cleaned, either manually or via a well washer, after each use.

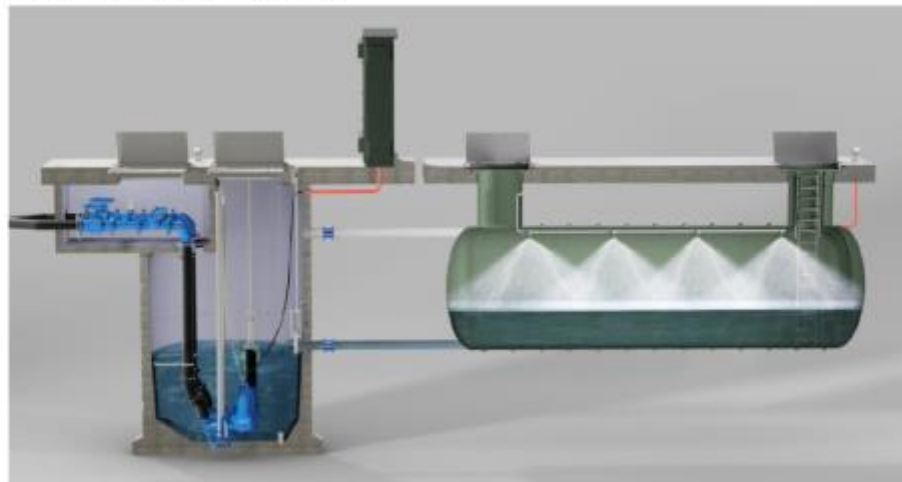


Figure 4 Buried Storage Chamber

Image: Aquatec Storage Vessel. Available at <http://www.aquatecenviro.com.au/products/storage-vessels>.

4.2.2 Chamber size

The diameter of the storage chamber is controlled by the levels of the overflow, BWL, and FSL at the site. At Barang St SPS, there is approximately 1.4m from the FSL to the incoming sewer IL and 1.6m from the incoming sewer IL to the BWL. This restricts the storage diameter to a maximum of approximately 3 m. For the concept design, the following tank sizes were considered:

| Diameter (m) | Length (m) | Max. storage depth (m) | Freeboard (m) | Cover to FSL adjacent SPS (m) |
|--------------|------------|------------------------|---------------|-------------------------------|
| 1.8 | 17.5 | 1.6 | 0.15 | 1.2 |
| 2 | 15.5 | 1.6 | 0.3 | 1 |
| 2.5 | 12.5 | 1.6 | 0.8 | 0.5 |

It is noted that buoyancy concerns would have to be addressed during the detailed design phase and may include plug or piles to prevent uplift of the chamber.

The pump station levels provided did not clearly indicate the operating levels of the well, incoming sewer IL, or overflow IL. These levels will need to be confirmed if this option is advanced.

Opportunity to reduce storage volume

There is an opportunity to reduce the volume of storage required if, during a storage event, upstream stations are shut-off via SCADA. This would halve the inflows to the Barang St SPS and the storage volume required. The storage capacity in the upstream stations would have to be assessed to determine if this is a viable option.

4.2.3 Location

The constrained nature of the site, grade of the hill, and road traffic restricts locations for the storage chamber. Survey data is unavailable, but it is anticipated that the chamber could be located beneath the walking track. Protection from vehicle traffic would be required if under trafficked areas.

Maintenance personnel and sucker truck access would be provided via manholes. Confined space entry would be required for any works in the chamber.

4.2.4 Pump performance

The existing pumps would be maintained. No change would occur to the overall pump performance.

4.2.5 Site works

The implementation of this solution would require partial closure of Barang Street and a significant excavation for the chamber and trenching for the drainage pipes. Installation of the pre-cast storage chamber would also require bypass of the SPS to break in two new sewer pipes and may include some electrical works if an automated well-washer or level sensors were installed.

4.2.6 Order of cost estimate

Adopting a 2.5 m diameter chamber, it is estimated that the cost for this concept option would be in the order of \$570,000.

4.3 Option 2 – Redirect Gully St and Honey House PS

4.3.1 Concept Option

FNQROC requires that four times ADWF storage is provided. Accordingly, if the ADWF to the station is reduced the storage requirement decreases. Gully St and Honey House SPS¹ inject approximately 3 L/s (ADWF) into the Barang St SPS catchment from a combined rising main.

Diverting these upstream stations would halve the Barang St SPS ADWF from 24 m³/hr to 12 m³/hr. The requirement for additional storage would also decrease from 41 m³ to 19 m³.

It is noted that this concept would also require another form of storage to meet FNQROC compliance, but would effectively halve the flows through Barang St SPS and storage required.

4.3.2 Alignment

It is proposed that the existing Gully Street and Honey House SPS' common rising main would be diverted to inject into the incoming Myola main as indicated in the following figure.



Figure 5 Proposed realignment route

4.3.3 Operations Implications

High level system curves were prepared based on the lot count and available pump station information. A number of assumptions were required, including the duty points of pumps incoming to the common main, existing RM sizing, and fitting losses. Based on these assumptions, the existing pumps should be sufficient to meet the performance requirements of injecting into the Myola Rd common RM. The head in the common main increases significantly when other SPS' in the system also pump and the Gully/Honey House pumps flow rate would reduce significantly but are still anticipated to pump typical wet weather flows.

It is anticipated that the existing Barang St pumps could be maintained.

4.3.4 Cost estimate

It is estimated that the costs for the RM realignment alone, not including outstanding storage requirements, is in the order of \$170,000.

4.4 Option 3 – Emergency diesel pump package

A further option for achieving FNQROC compliance is to provide emergency diesel pumps. Emergency backup pumps would behave like the existing generator and operate during power or pump failure. The pumps would be sized to pump above ADWF with a fuel tank capacity sufficient for four hours operation before refuelling. Dedicated suction and discharge connections would be required. A similar maintenance regime to the existing generator would be required, but the existing generator could be removed for use elsewhere.

This option would provide a level of redundancy for pump or internal pump station failure. However, the efficacy of the option is still limited by the common main from Barang St to the KWWTP. Should there be some failure in the discharge main, emergency pumps provide no ability to shut down the main for a period. Unlike dedicated offline storage, this option does not provide any redundancy or response time buffer between failure and overflow for repair works to be completed.

4.4.1 Cost estimate

It is estimated that the cost for this concept option would be in the order of \$100,000.

4.5 Option 4 – New pump station

4.5.1 Concept Option

Finally, the existing pump station could be decommissioned and a new station constructed with sufficient storage to meet FNQROC compliance. This new station could be located at the existing site as sufficient space is available. This would include:

- A new well and valve-box structure including fall protection.
- New pumps (or relocation of existing) and mechanical items, including well washer.
- Connection to the existing incoming sewer and discharge rising main.
- Decommissioning of the existing aging switchboard and installation of a new switchboard with connection to the existing SCADA tower.
- Retention and connection of the existing generator.
- Improvement of access from the roadway and restriction of pedestrian access in an aesthetically pleasing manner.
- Decommissioning of the existing well and conversion to a collector manhole/emergency storage.

It is noted that some of the existing items may be able to be reused.

4.5.2 Pump station sizing

The following scenarios have been considered for this concept:

| Scenario | New pump station only (w/ generator) | New pump station and redirection of upstream stations (w/ generator) |
|------------------------------------|--------------------------------------|--|
| Storage required in new well | 41 m ³ | 20 m ³ |
| Diameter | 3 m | 3 m |
| Storage depth (overflow to invert) | 5.9 m | 2.7 m |
| Total anticipated total depth | 7.4 m | 4.2 m |

The sizings above are indicative only based on readily available information for existing flows.

4.5.3 Structure options

Options for the pump structure and discharge chamber include:

- Cast in situ concrete caisson structure (FNQROC style)
- Precast package pump station, (e.g. FRP proprietary structure)

The recommended approach for design of the pump station is to adopt a concrete caisson structure (FNQROC) noting that space constraints do not allow for the excavations required for a precast station.

Compliance with ERA 63 will be achieved by setting the top of pump station structure and associated access hatches at 150 mm above Q100 level. All other site elements (switchboard, etc.) will also be constructed to the same level.

4.5.4 Implementation works

Pump Station Works

- New pump station (FNQROC concrete).
- Augmentation/extension of inlet sewers and manholes.
- Installation of submersible Flygt pumps to suit the ultimate duty, or relocation of existing pumps.
- Installation of discharge pipework, fittings, and supports. Discharge pipework would be sized with a design velocity of 2.0 m/s at the anticipated ultimate flows.
- Emergency provision is to be via the exiting diesel generator. A new injection point would be included.
- Provision of concrete plinth and slab for switchboard and shade structure.

Site Works

The key elements of the site works would include:

- Provision of traffic control devices for entry of Barang Street.
- Conversion of the existing station into a manhole and extension of sewer to the new pump station.
- Extension of the incoming sewer from existing.
- Construction of new discharge main to the existing combined main.

- Provision of services to site, inclusive of water.
- Site fencing to limit public access.

Electrical

- Installation of FNQROC standard weather proof electrical switchboard.

4.5.5 Cost estimate

To provide the full storage requirements, it is estimated that the cost for this concept option would be in the order of \$840,000

4.6 Summary

The following table summarised the various options assessed. These options were assessed on an individual basis, anticipating that a combination of options may be most suitable.

| Consideration | Option 1 | Option 2 | Option 3 | Option 4 |
|-------------------------------------|---|--|--|--|
| | Offline Storage | Redirect Gully St and Honey House PS | Emergency diesel pump package | New pump station |
| Storage compliance method | Provision of storage in offline chamber. Sized to provide long-term solution. | Reduction in incoming flows to reduce the storage volume required. Additional storage through another option would also be required. | Offset storage requirement by mitigating pump failure. | Inbuilt storage and mitigation. Sized to provide long-term solution and future upgrade options. |
| Cost estimate | \$570,000 | \$170,000 | \$100,000 | \$840,000 |
| Ease of implementation | Intensive works. Partial road closure. Significant excavations. | Moderate works. Approximately 250 m new trench rising main and new pumps/SCADA control. | Minor works. Removal of existing diesel generator and installation of new pumps, suction, and discharge pipework. | Intensive works Decommissioning of existing station, construction of new well structure and significant mechanical, electrical, and site works. |
| Operation/ maintenance implications | Moderate Regular inspections and cleanout after usage. | Minor Gully/Honey House pumps will operate lower flow rates against other pump stations and should be monitored for acceptable operations. | Moderate Regular maintenance, diesel replacement, and pump testing required. | Nil Existing maintenance requirements apply. |
| Key constraints/ risk | Major construction works required in a constrained site in a sensitive area. | Risk that pumps cannot input into common main. Implementation would still require another option to be adopted to meet FNQROC storage requirements. | No redundancy provided for rising main or other failure. Redundancy only provided for pump/power failure. Risk of diesel pump failure (similar to previous generator failure issues). | Major construction works required in a constrained site in a sensitive area. |

5. Conclusions and recommendations

The Concept Options and scenarios above were workshopped with Council officers with a multi-criteria analysis (MCA). The following conclusions were drawn from the Concept Design process and the workshop.

- The diesel pump option was not considered to satisfy the intent of the FNQROC storage requirements as mitigation for mains failure is not provided and there is no additional response time provisions. This option was not considered further.
- Option 2 was considered valid. As this option would reduce the storage and construction requirements for physical storage, it may be completed in conjunction with another option. It is noted that there are concerns regarding possible construction issues and the risk of knock-on effects to upstream pump stations Gully and Honey House.
- The storage solution options were considered to be:
 - Option A – Offline storage and general pump station upgrade
 - Option B – Offline storage, redirection of Gully and Honey House, and general pump station upgrade
 - Option C – New pump station
 - Option D – New pump station and redirection of Gully and Honey House.

These options were assessed through the following MCA summary. The full MCA is provided in Appendix A.

Table 4 MCA output

| Evaluation Criteria | Weight % | Option A | Option B | Option C | Option D |
|---|-----------|-----------------------|-----------------------|-----------------------|-----------------------|
| Criteria: Meets objectives / drivers | | Meets all objectives | Meets all objectives | Meets all objectives | Meets all objectives |
| Technical Risk | | | | | |
| Criteria: Technical risk in construction | 20% | Moderate (Negotiable) | Normal (Acceptable) | Moderate (Negotiable) | Normal (Acceptable) |
| Score | | 3 | 4 | 3 | 4 |
| Weighted score | | 0.6 | 0.8 | 0.6 | 0.8 |
| Criteria: Technical risk in service (Operation & Maintenance) | 10% | Normal (Acceptable) | Moderate (Negotiable) | Low (Most Preferred) | Normal (Acceptable) |
| Score | | 4 | 3 | 5 | 4 |
| Weighted score | | 0.4 | 0.3 | 0.5 | 0.4 |
| Environmental Risk | | | | | |
| Criteria: Environmental risk (during operations) | 20% | Normal (Acceptable) | Moderate (Negotiable) | Normal (Acceptable) | Moderate (Negotiable) |
| Score | | 5 | 3 | 5 | 3 |
| Weighted score | | 1 | 0.6 | 1 | 0.6 |
| Financial | | | | | |
| Criteria: Lowest Capital Cost favoured. | \$630,000 | \$630,000 | \$750,000 | \$840,000 | \$710,000 |
| Score | 50% | 5.00 | 4.20 | 3.75 | 4.44 |
| Weighted score | | 2.50 | 2.10 | 1.88 | 2.22 |
| Weighted Scores | 100% | 4.50 | 3.80 | 3.98 | 4.02 |

Accordingly, the most preferred option is Option A - Offline storage and general pump station upgrade, primarily due to the cost difference, noting that the new pump station options are preferable in operations.

This analysis has only reviewed the storage options and has not considered the remaining life in the existing pump station asset or balanced its ongoing maintenance costs. It is recommended that Council undertake a value for money assessment of the ongoing maintenance, remaining life, and storage requirements.

Scope and limitations

This report has been prepared by GHD for Mareeba Shire Council and may only be used and relied on by Mareeba Shire Council for the purpose agreed between GHD and the Mareeba Shire Council as set out in this report.

GHD otherwise disclaims responsibility to any person other than Mareeba Shire Council arising in connection with this report. GHD also excludes implied warranties and conditions, to the extent legally permissible.

The services undertaken by GHD in connection with preparing this report were limited to those specifically detailed in the report and are subject to the scope limitations set out in the report.

The opinions, conclusions and any recommendations in this report are based on conditions encountered and information reviewed at the date of preparation of the report. GHD has no responsibility or obligation to update this report to account for events or changes occurring subsequent to the date that the report was prepared.

The opinions, conclusions and any recommendations in this report are based on assumptions made by GHD described in this report. GHD disclaims liability arising from any of the assumptions being incorrect.

GHD has prepared this report on the basis of information provided by Mareeba Shire Council and others who provided information to GHD (including Government authorities), which GHD has not independently verified or checked beyond the agreed scope of work. GHD does not accept liability in connection with such unverified information, including errors and omissions in the report which were caused by errors or omissions in that information.

GHD has prepared the preliminary order of cost estimate set out in this report using information reasonably available to the GHD employee(s) who prepared this report, and based on assumptions and judgments detailed.

The Cost Estimate has been prepared for the purpose of concept comparison only and must not be used for any other purpose.

The Cost Estimate is a preliminary estimate only. Actual prices, costs and other variables may be different to those used to prepare the Cost Estimate and may change. Unless as otherwise specified in this report, no detailed quotation has been obtained for actions identified in this report. GHD does not represent, warrant or guarantee that the [works/project] can or will be undertaken at a cost which is the same or less than the Cost Estimate.

Where estimates of potential costs are provided with an indicated level of confidence, notwithstanding the conservatism of the level of confidence selected as the planning level, there remains a chance that the cost will be greater than the planning estimate, and any funding would not be adequate. The confidence level considered to be most appropriate for planning purposes will vary depending on the conservatism of the user and the nature of the project. The user should therefore select appropriate confidence levels to suit their particular risk profile.

Appendix A - MCA

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Document Status

| Revision | Author | Reviewer | | Approved for Issue | | |
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| | | Name | Signature | Name | Signature | Date |
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ITEM-32**1396 CONTRACT - SUEZ - CARBON TAX REBATE
CONFIDENTIAL****REASON FOR CONFIDENTIALITY**

This report is **CONFIDENTIAL** in accordance with Section 275(1) (e) and (f) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the following:

- (e) contracts proposed to be made by Council.
- (h) other business for which a public discussion would be likely to prejudice the interests of Council or someone else, or enable a person to gain a financial advantage.

**ITEM-33 INFRASTRUCTURE SERVICES - WATER AND
WASTEWATER GROUP - MONTHLY OPERATIONS -
NOVEMBER 2017**

MEETING: Ordinary

MEETING DATE: 20 December 2017

**REPORT OFFICER'S
TITLE:** Manager Water and Waste

DEPARTMENT: Infrastructure Services, Water and Waste Group

EXECUTIVE SUMMARY

The purpose of this report is to summarise Council's Water and Wastewater activities undertaken by the Infrastructure Services Department during the month of November 2017.

OFFICER'S RECOMMENDATION

"That Council receive and note the November 2017 Monthly Water and Wastewater Report."

LINK TO CORPORATE PLAN

GOV 3 Undertake a whole of Council service level review to establish sustainable operational costs across core local government business and consult with communities.

1. Capital and Maintenance Works Projects



- Old Mareeba Wastewater Plant demolition to be completed by 8 December with final earth works remediation to be completed by 15 December.
- SCADA and Telemetry upgrades - these projects are progressing well and almost complete. It should also be noted that incremental yearly upgrades of the SCADA and Telemetry network will be required for the foreseeable future. Schneider Electrics now own the three major SCADA Platforms: Citect (used by MSC),

Clear SCADA and Wonderware. Schneider have a 10 year forward plan to merge the three platforms so they are compatible, this forward plan will save users such as Council from undertaking large capital project costs to keep the SCADA and Telemetry up to date and in line with industry and regulatory requirements.

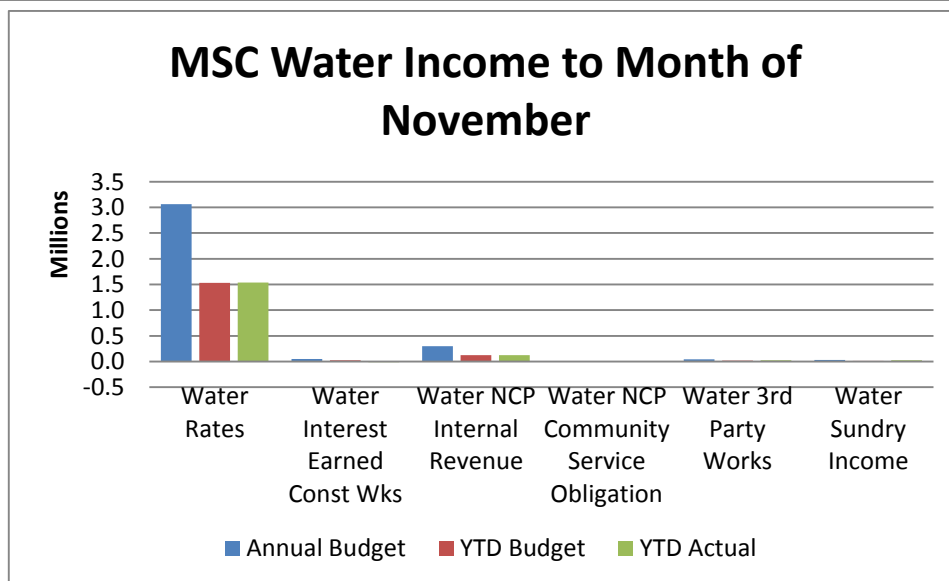
- The sewer relining project begins on 8 January 2018, beginning with the smaller diameter pipe network and then progressing to the larger diameter pipe network in February, weather dependant. The cost savings from the 2017-2018 relining program will be rolled into the 2018-2019 relining program.

2. Environmental Monitoring - Treatment

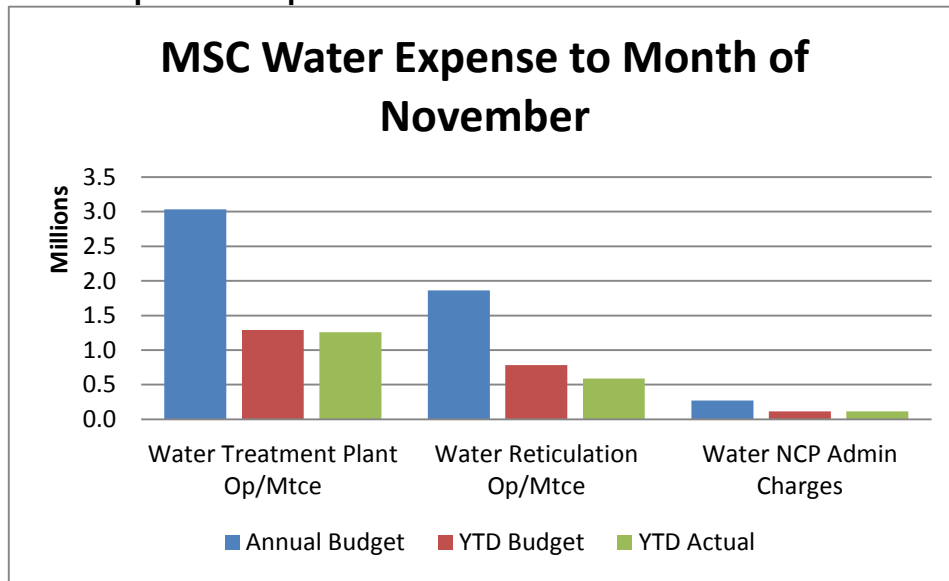
- Mareeba STP - continues to perform well. Effluent water quality results are compliant with TEP limits. Two Mile Creek bimonthly monitoring continues.
- Mareeba STP - 28 day proving period was successfully completed by 12 November
- Kuranda STP - Remains compliant with licence conditions.

3. Budget - Water

Graphical - Revenue

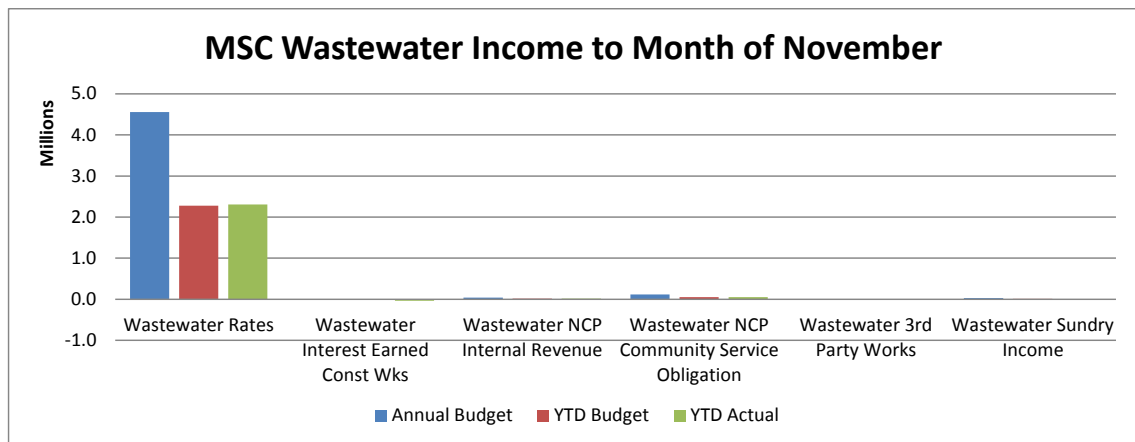


Graphical – Expense

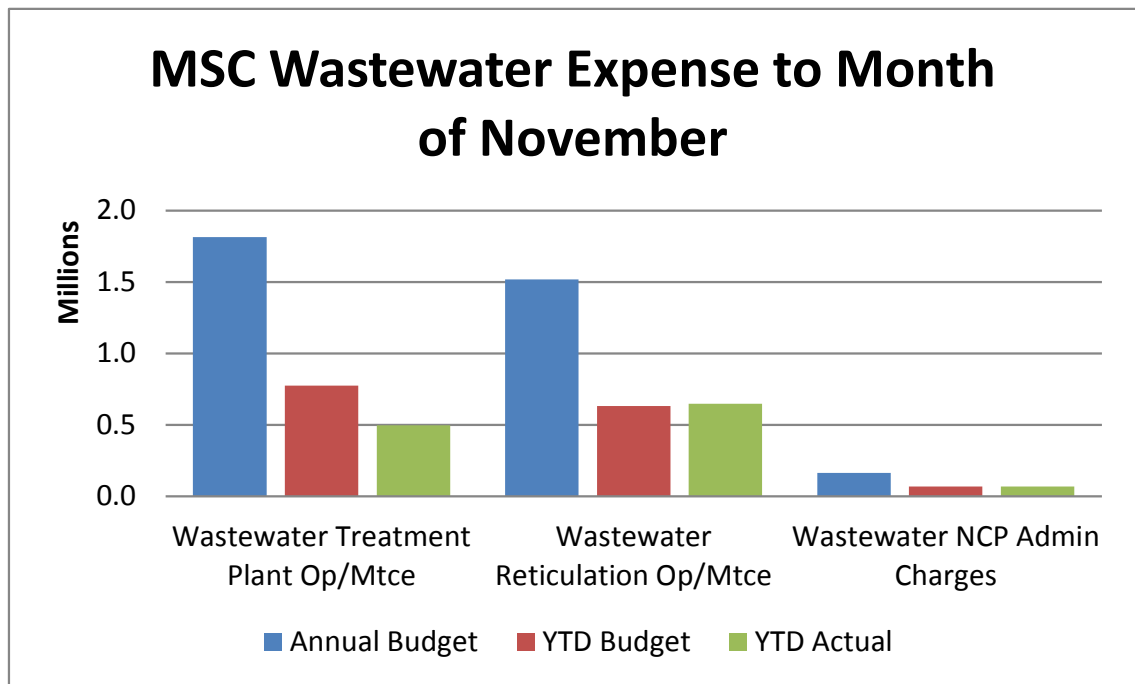


4. Budget - Wastewater

Graphical - Revenue



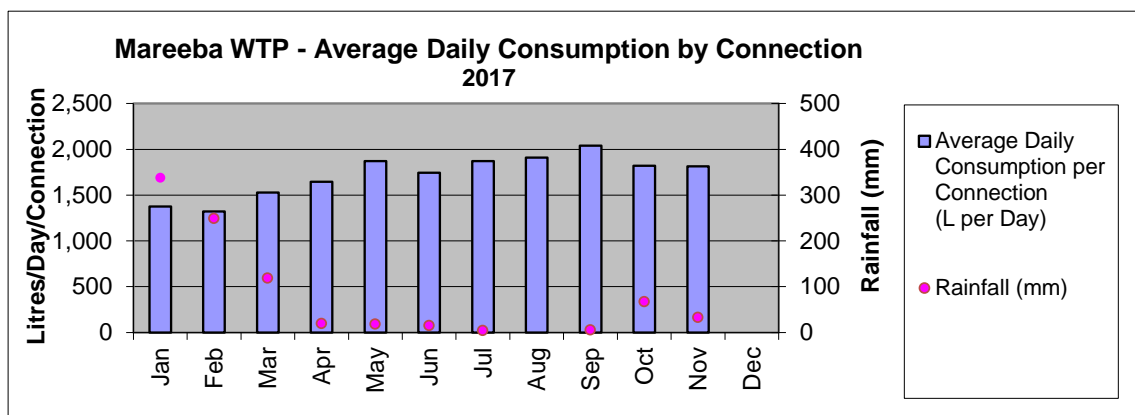
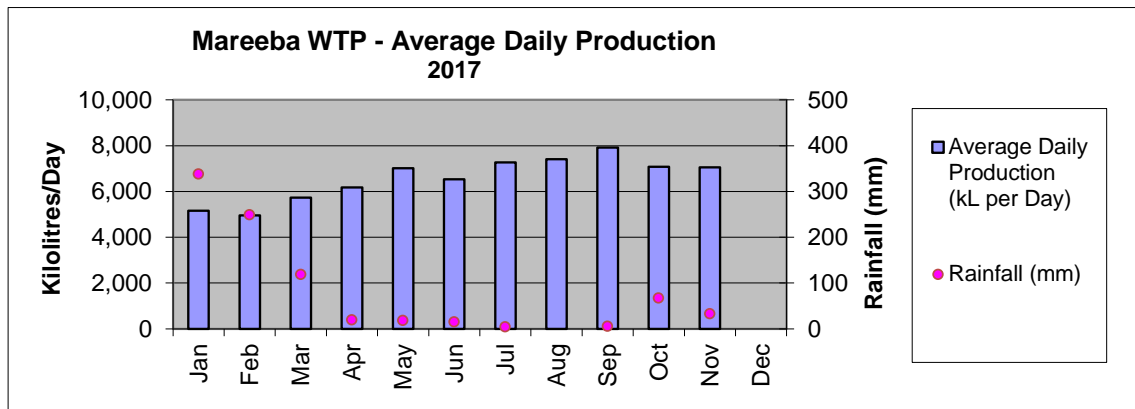
Graphical – Expense



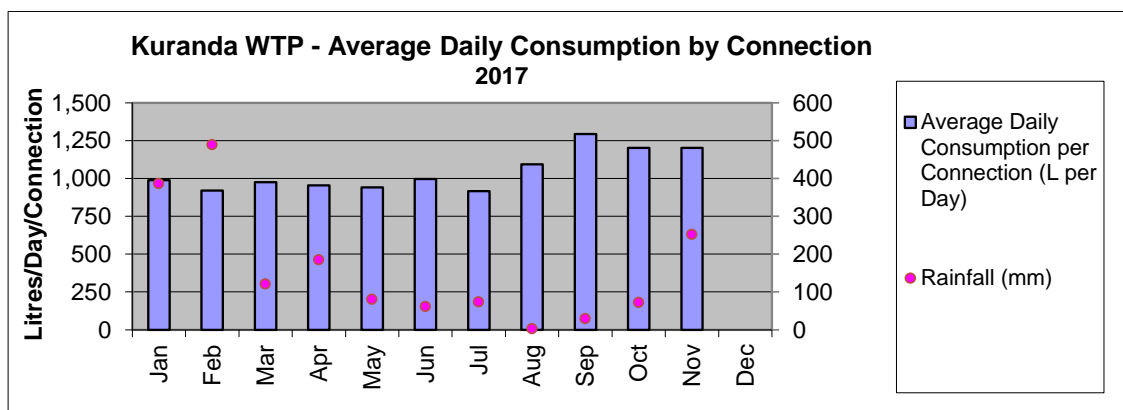
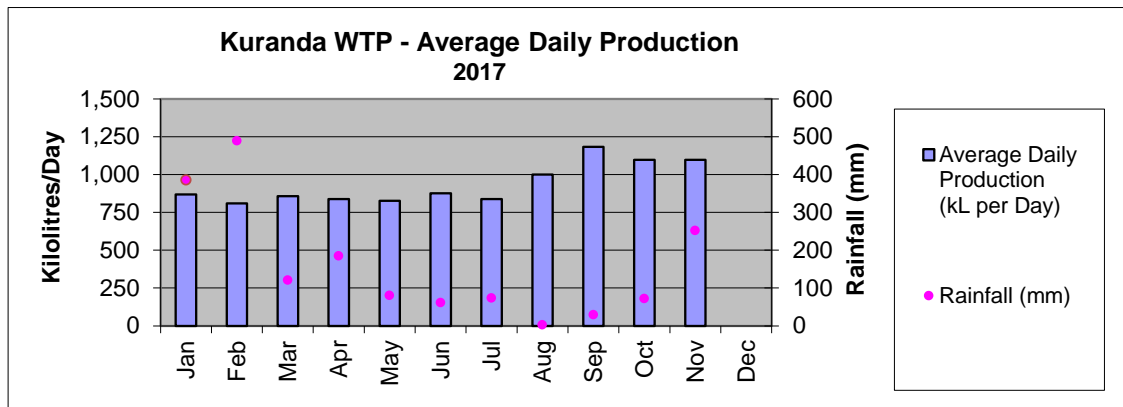
5. Chlorine Residual Readings

| November 2017 | Chlorine Residual Readings 2017 <small>Australian Drinking Water Guidelines Maximum 5mg/L</small> | | | | | | | | | | | | |
|---------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| | Wed 1st | Fri 3rd | Mon 6th | Wed 8th | Fri 10th | Mon 13th | Wed 15th | Fri 17th | Mon 20th | Wed 22nd | Fri 24th | Mon 27th | Wed 29th |
| | Free Cl (mg/L) | Free Cl (mg/L) | Free Cl (mg/L) | Free Cl (mg/L) | Free Cl (mg/L) | Free Cl (mg/L) | Free Cl (mg/L) | Free Cl (mg/L) | Free Cl (mg/L) | Free Cl (mg/L) | Free Cl (mg/L) | Free Cl (mg/L) | Free Cl (mg/L) |
| Mary Andrews Park Mareeba | 0.83 | 1.08 | 0.97 | 1.05 | 1.24 | 1.13 | 1.15 | 1.34 | 1.35 | 0.99 | 1.11 | 1.15 | 0.80 |
| Wylandra Drive Mareeba | 0.59 | 0.62 | 0.72 | 0.82 | 0.99 | 0.81 | 0.73 | 0.83 | 0.73 | 0.65 | 0.39 | 0.54 | 0.51 |
| Gregory Terrace Kuranda | 0.91 | 0.90 | 0.88 | 0.83 | 0.78 | 0.85 | 0.71 | 0.88 | 0.98 | 0.76 | 0.69 | 0.70 | 0.78 |
| Mason Rd PS Kuranda | 1.18 | 1.12 | 1.15 | 1.19 | 1.10 | 1.12 | 1.02 | 1.18 | 1.12 | 1.07 | 1.02 | 1.05 | 1.20 |
| Chillagoe | 1.21 | 1.24 | 1.16 | 1.28 | 1.13 | 1.20 | 1.13 | 1.29 | 1.21 | 1.11 | 1.45 | 1.33 | 1.25 |
| Dimbulah | 1.21 | 1.15 | 1.09 | 1.08 | 1.10 | 1.23 | 1.12 | 1.30 | 1.21 | 1.10 | 1.02 | 0.95 | 1.25 |

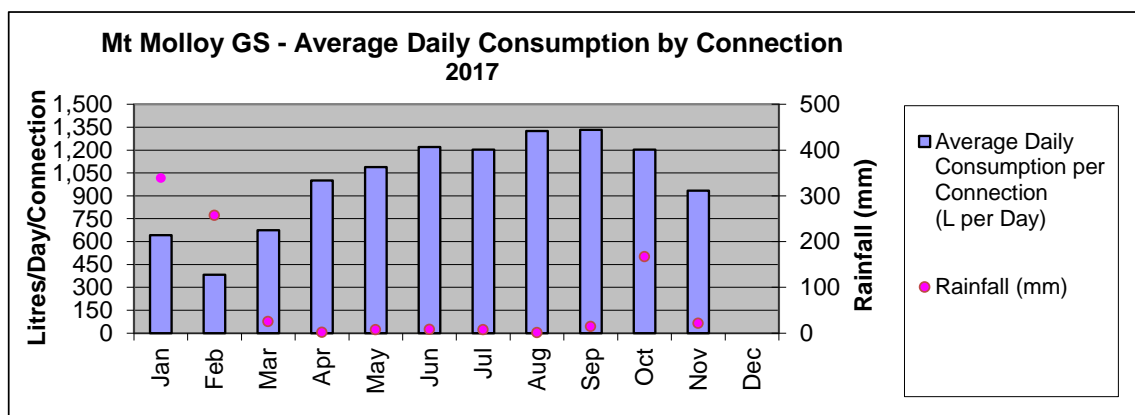
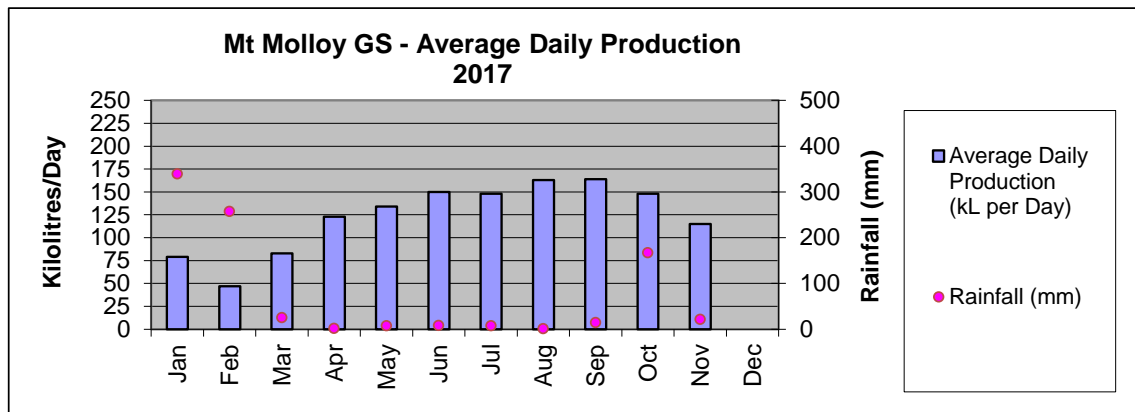
6. Mareeba Water Supply Scheme – Operations Data



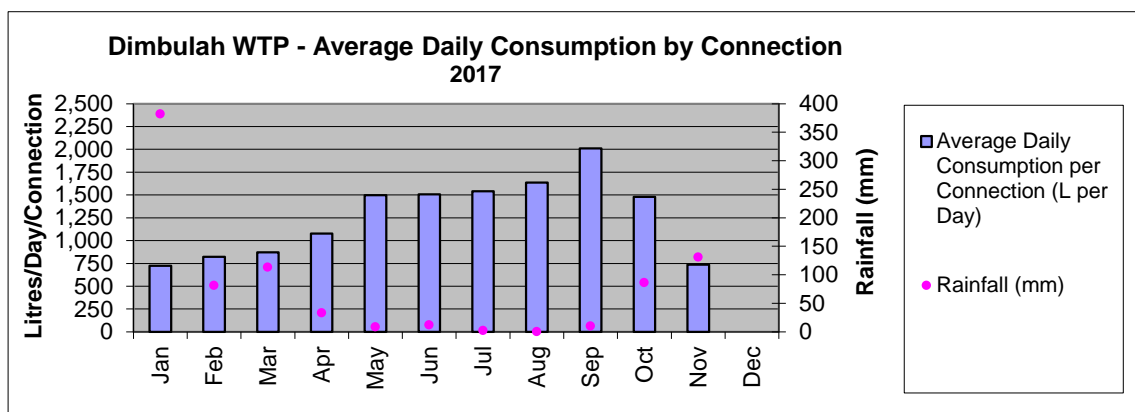
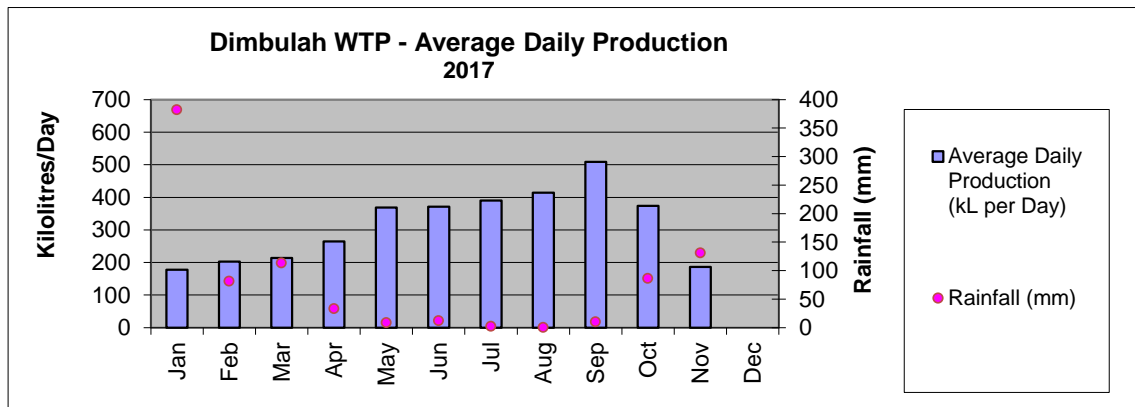
7. Kuranda Water Supply Scheme - Operations Data



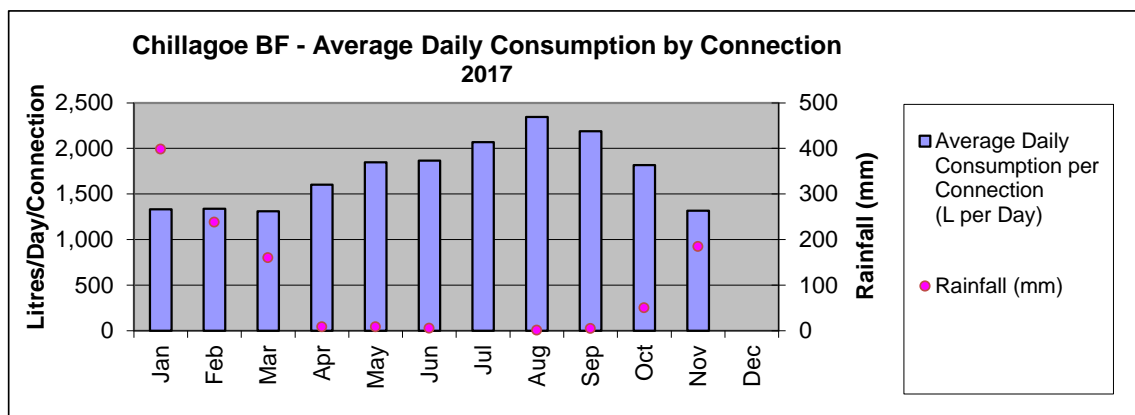
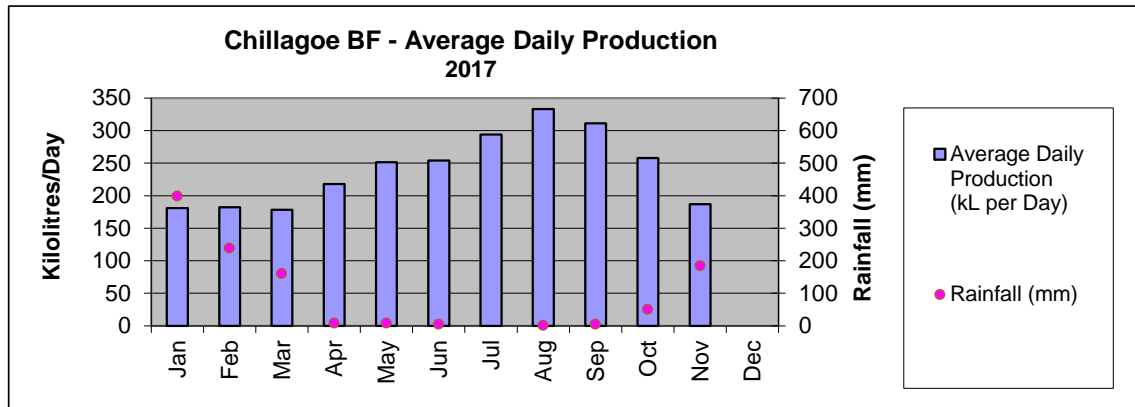
8. Mount Molloy Water Supply Scheme - Operations Data



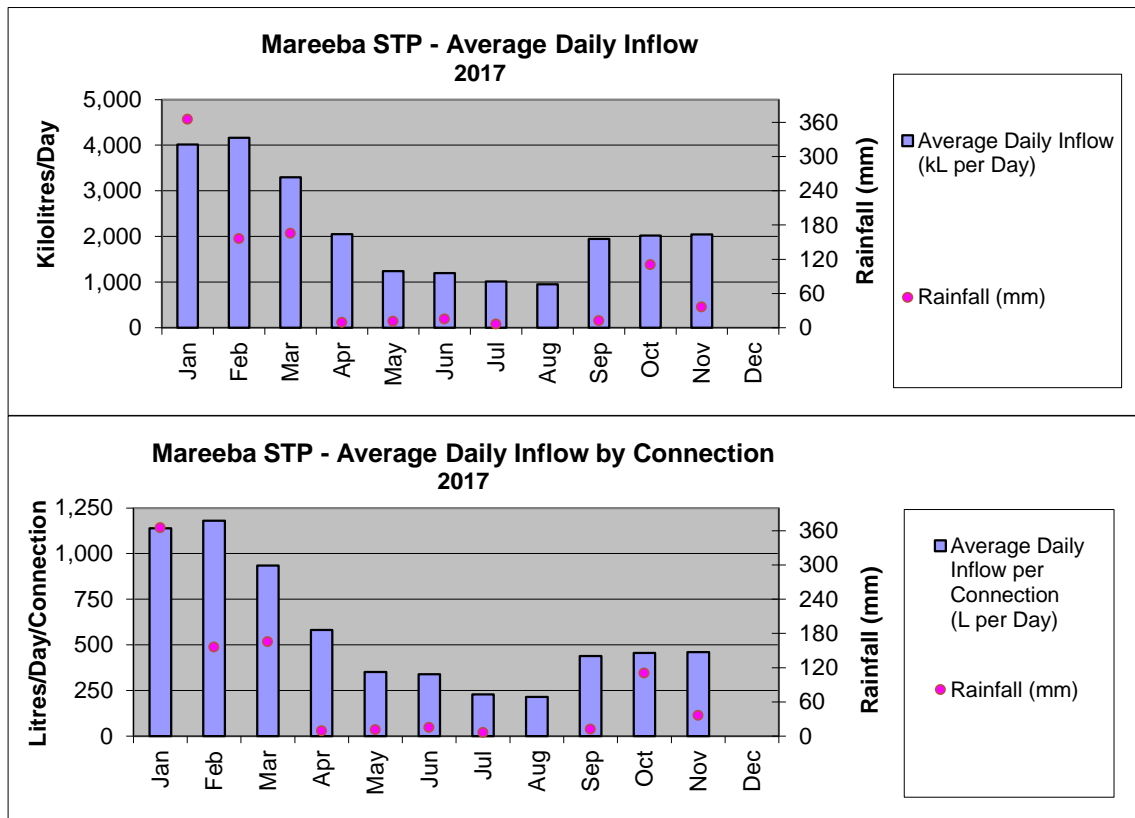
9. Dimbulah Water Supply Scheme - Operations Data



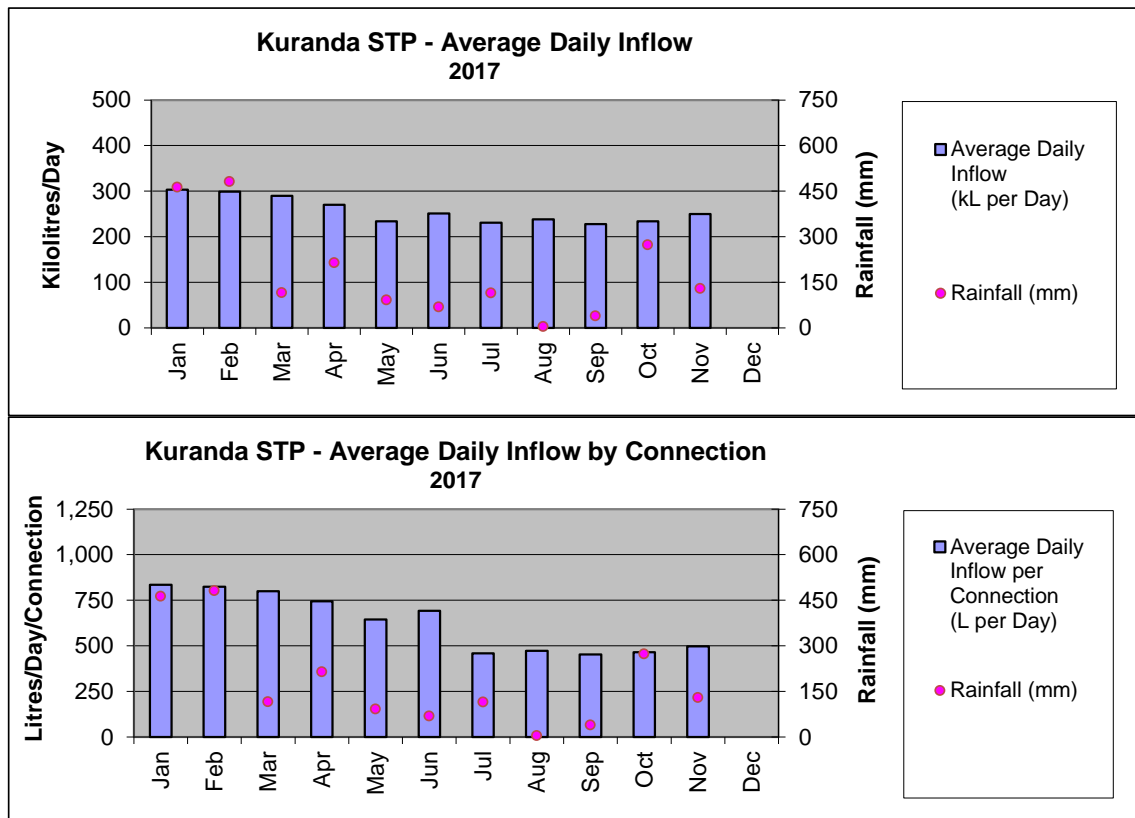
10. Chillagoe Water Supply Scheme - Operations Data



11. Mareeba Wastewater Treatment Plant - Operations Data



12. Kuranda Wastewater Treatment Plant - Operations Data



Date Prepared: 6 December 2017

**ITEM-34 INFRASTRUCTURE SERVICES - WASTE OPERATIONS
REPORT - NOVEMBER 2017****MEETING:** Ordinary**MEETING DATE:** 20 December 2017**REPORT OFFICER'S
TITLE:** Manager Water and Waste**DEPARTMENT:** Infrastructure Services, Water and Waste Group

EXECUTIVE SUMMARY

This report summarises Council's Waste activities undertaken by the Infrastructure Services Department during the month of November 2017.

OFFICER'S RECOMMENDATION

"That Council receive and note the Infrastructure Services, Waste Operations Progress Report, November 2017.

SUMMARY OF WASTE ACTIVITIES

The following is a 'snapshot' of the waste activities undertaken during the month of November 2017.

1. Waste Operations

- 4,898 vehicles entered Mareeba waste facility (to drop off or pick up waste).
- 418 vehicles deposited waste to Mareeba Landfill (total).
- 151 Suez vehicles deposited waste to Mareeba Landfill.
- 39 Suez vehicles removed waste from Mareeba WTS to recycling facility in Cairns.
- 119 m³ of mulch sold (46 in bulk sales and 73 in small lots less than 3 m³).
- Current Mareeba Landfill Compaction Rate of 0.78 tonnes per m³.
- All transfer stations and Mareeba landfill are currently operational.

2. Almaden Waste Transfer Station

The new waste transfer site is now operational and the old landfill site has been closed.



3. Kuranda Waste Transfer Station reconfiguration/upgrade

Construction works for the redesign and upgrade of the Kuranda WTS are completed.



4. Mareeba Landfill Surface Waters and Leachate Management Projects

The construction of sediment basins for the surface water runoff across the Mareeba landfill are 80% complete as per the requirements of the Transitional Environmental Plan (TEP) The Leachate Management Project is due for completion 22 December 2018.



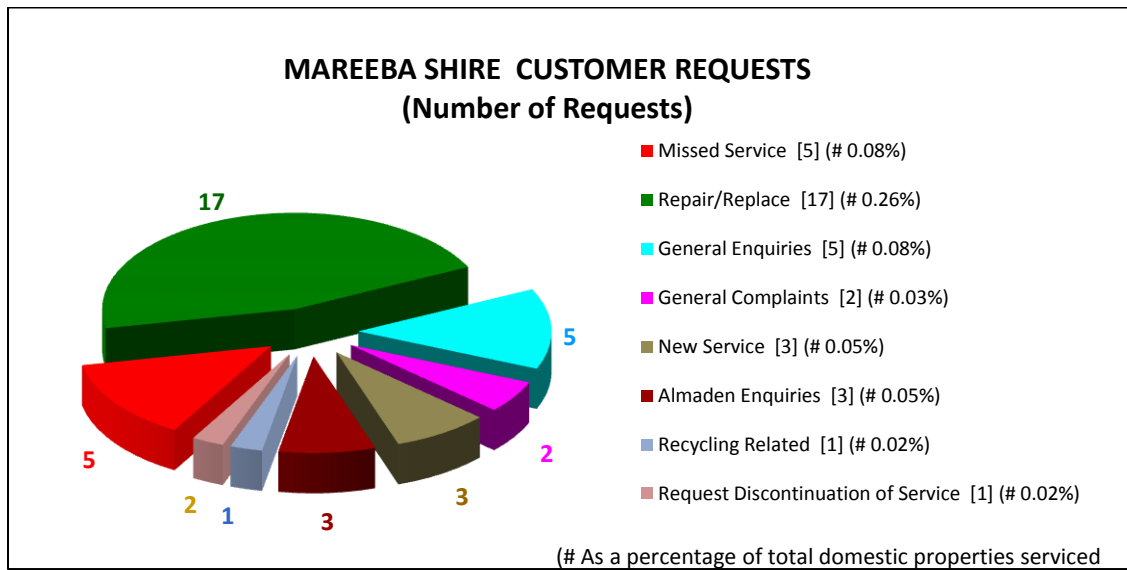
5. Mareeba Old Mareeba Landfill Capping Project Update

Installation of irrigation for the Old Mareeba Landfill Capping project is underway and due for completion on 22 December 2018. This work is being completed in conjunction with the grass seeding also due for completion on 22 December (weather permitting).



6. Customer Service Waste Statistics

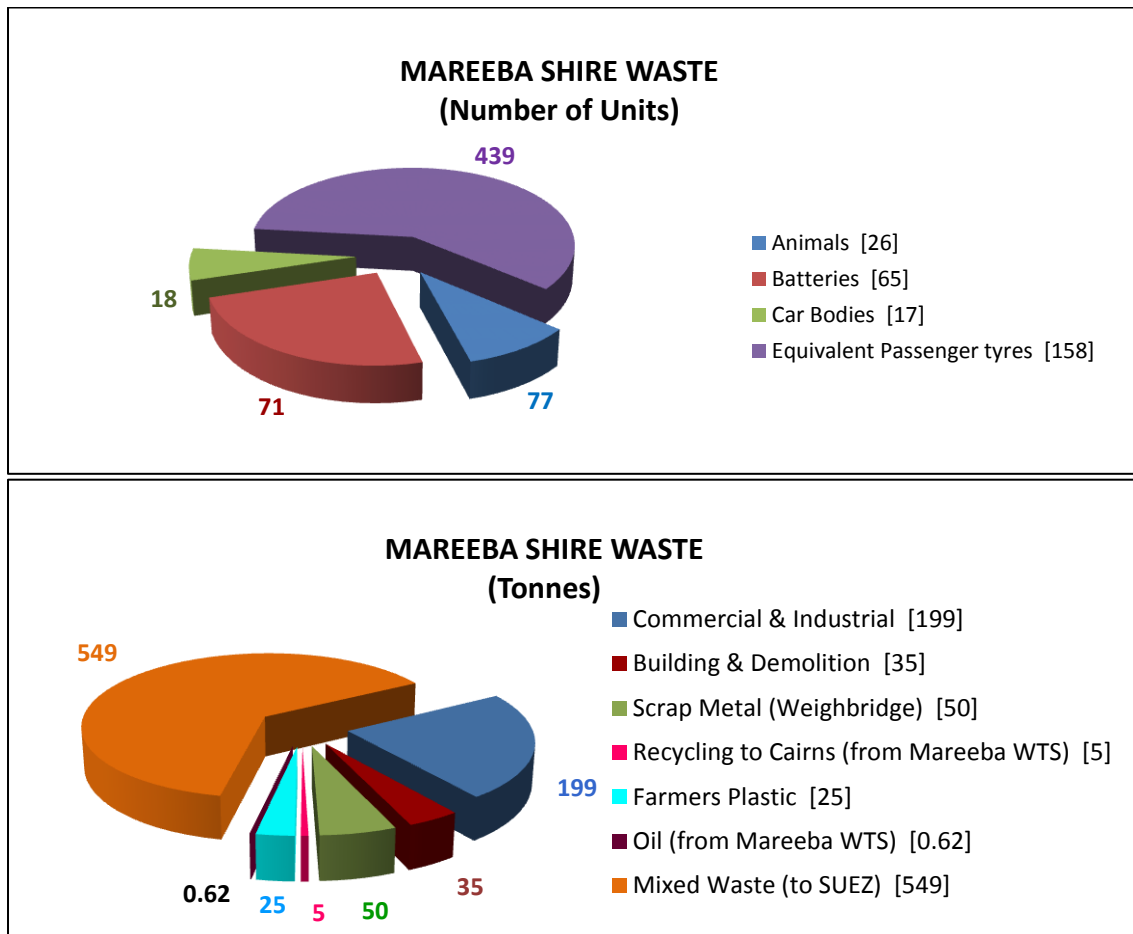
The following graph displays customer requests logged in the Customer Request Management (CRM) system during the month of November 2017.



7. Waste Collected at Each of the Transfer Stations

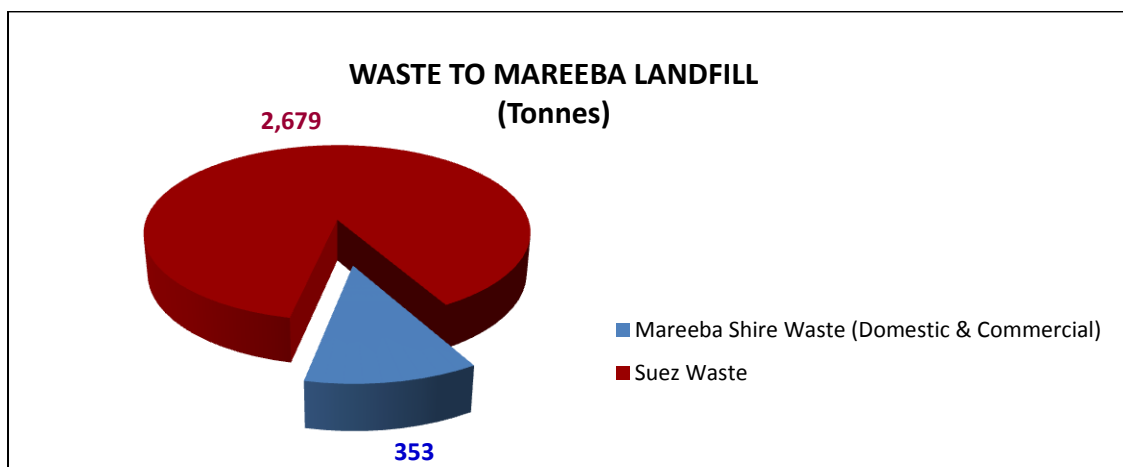
Waste material collected at each of the waste transfer stations is either deposited directly to the Mareeba landfill, recycled or transported to the Suez facility in Cairns for processing.

The following pie charts are separated into waste received as whole units and waste received as accrued tonnage.



8. Waste to Mareeba Landfill

The Mareeba Shire waste shown in the pie chart below is the waste collected at each of the waste transfer stations (Mareeba included), and deposited directly to the Mareeba landfill. The commercial waste shown below is derived from the Suez recycling plant in Cairns and deposited into the Mareeba landfill.



9. Revenue

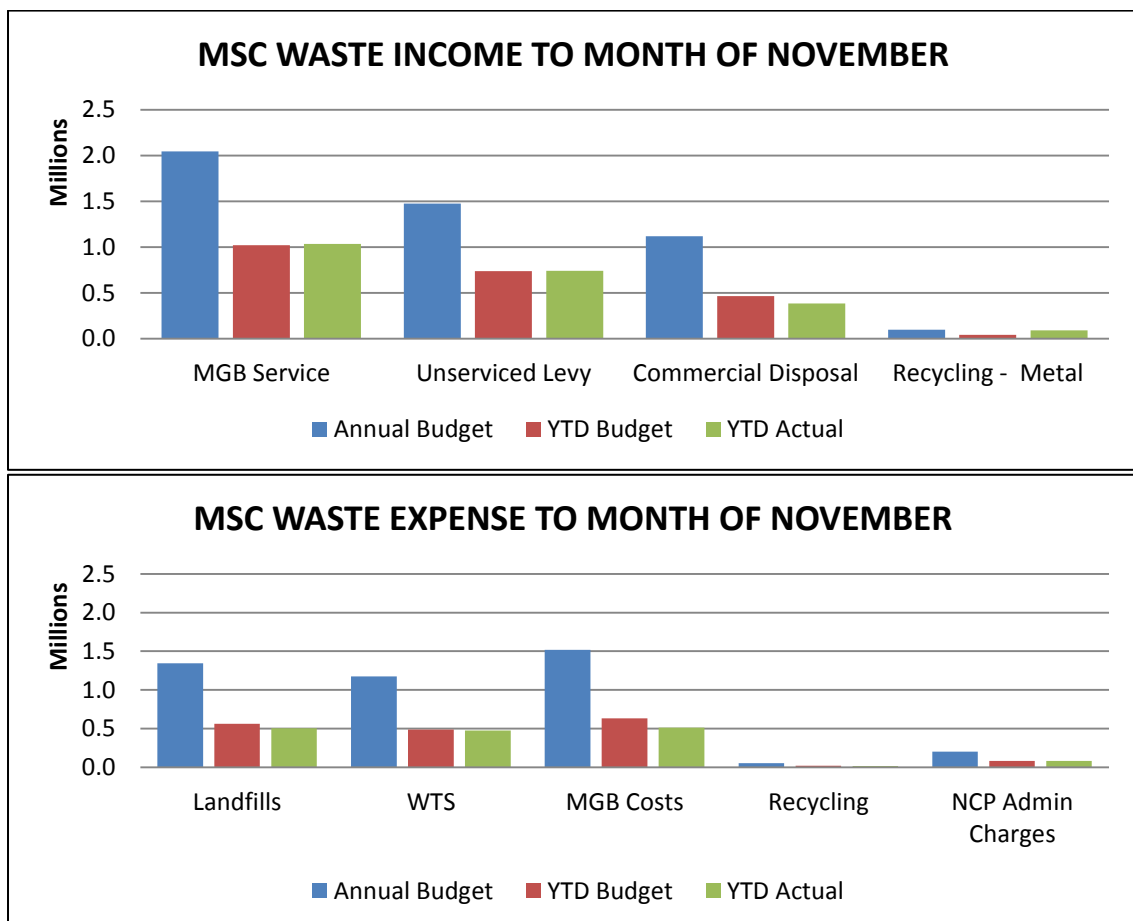
The income is derived from:

- Commercial disposal (predominantly Suez)
- Interest earned
- Interest on Constrained Works
- Recycling (steel, batteries)
- Rates

The expenditure is derived from:

- Waste administration
- Landfill management
- Transfer station management

10. Financial Operational Budget Information Per Budget Section Overall



LINK TO CORPORATE PLAN

ECON 3 Undertake the management of Council's assets in accordance with the long term asset management plans developed for all infrastructure asset classes to ensure the Shire's infrastructure networks are maintained and renewed to maximise their long term benefit to industry and the community.

GOV 3 Undertake a whole of council service level review to establish sustainable operational costs across core local government business and consult with communities.

CONSULTATION

Internal

Director Infrastructure Services
Waste Staff

External

Nil

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Capital

Nil

Operating

Nil

Is the expenditure noted above included in the 2017/2018 budget?

Yes

IMPLEMENTATION/COMMUNICATION

Nil

ATTACHMENTS

Nil

Date Prepared: 6 December 2017

CHIEF EXECUTIVE OFFICER

ITEM-35 PETITION FOR REQUESTING THE WITHDRAWAL OF DELEGATED AUTHORITY FROM THE CEO

MEETING: Ordinary

MEETING DATE: 20 December 2017

**REPORT OFFICER'S
TITLE:** Chief Executive Officer

DEPARTMENT: Office of the CEO

EXECUTIVE SUMMARY

This report introduces a petition which was received by Council on 6 December 2017, from representatives of the Kuranda Region Planning Group. The petition reads "We the undersigned petition councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017". A copy of the petition is attached along with a follow up email of comments.

In addition to this petition a letter was received by Council, via Cr Wyatt, which essentially raises the same issue with Council and while it is titled a letter it takes the form of a Petition. A copy is attached.

Given the similarity the two (2) documents are being presented together.

OFFICER'S RECOMMENDATION

"That Council receive the petition and consideration stand as an order of the day for the meeting or for a future meeting"

BACKGROUND

In terms of Council's Standing Orders, Council has three (3) options with regard to petitions that are tabled and these are:

1. The petition be received and consideration stand as an order of the day for the meeting; or for a future meeting; or
2. Petition be received and referred to a committee or officer for consideration and a report to the local government; or
3. The petition not be received.

The petition meets the requirements as per the Standing orders, in that it is legible and has more than 10 signatures. The Petition has 189 signatures and a list of an additional 109 names, addresses and email addresses who purportedly support the petition.

The petition reads as follows:

“We the undersigned petition councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017”.

The Petition is attached as part of this report.

Given that the petition relates directly to a Council decision that affects the authority of the CEO it would not be appropriate to have an officer report prepared making recommendations other than to say the withdrawal of these delegations will have considerable impact on Council operations. These impacts include, service delivery times, the frequency of Council meetings, the quantum of reports and agendas that would have to be prepared.

For Councillors information attached is a copy of the Council Report tabled on 21 June 2017 in regard to the Planning delegations which list the 13 pages of delegations.

As stated in the Executive Summary a letter from “MSC Ratepayers and Neighbouring residents of 112 Barnwell Road” was received by Council, via Cr Wyatt. This letter essentially raises the same issue as the Petition above and while it is titled a “Letter” it takes the form of a Petition and is signed b21 individuals. A copy is attached.

It is proposed that Council deal with this matter at the same time as the Petition.

LINK TO CORPORATE PLAN

GOV Sound decision-making based on the understanding and confidence of the community, reflected in responsible long-term financial sustainability and clear strategic direction built around core local government business and affordable levels of service.

CONSULTATION

Internal
Nil

External
Nil

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS*Capital*

Nil

Operating

While it is difficult to quantify there will be additional operational costs should these delegations be withdrawn.

Is the expenditure noted above included in the 2017/2018 budget?

No

If not you must recommend how the budget can be amended to accommodate the expenditure

There are no additional funds available so budget overruns would be required.

IMPLEMENTATION/COMMUNICATION

The Head Petitioner will be notified of Council's decision.

ATTACHMENTS

1. Copy of petition;
2. Copy of "letter";
3. Copy of delegations report from 21 June 2017.

Date Prepared: 8 December 2017

KRPG - Participatory Contingent

Topic: Community Petition- withdrawing the delegation

Code: BARN321848

Web version: www.kurandaregion.org

Contact: info@kurandaregion.org



MCU/17/0012
URP-GEN-ENG
NA
Mayor
SC-CEO
:- URP

OVERVIEW

The recent approval of the Development Application, on the property where the proposed Kur World development may be built, highlights an issue which may be happening across the State.

The MSC *unelected* CEO Peter Franks was given authority to review and approve code assessable DA's under a *delegated authority*. That included MCU /17/0012 on the old Barnwell block, for a Nature based tourism business.

Councillors expected to be a part of the decision process and request conditions. They were upset to find that they had no rights because they had delegated them away to the *unelected* CEO in June this year. Councillors would have been able to include conditions on advice from the community had they not delegated it away. Please sign our petition to support them in their attempt to regain this decision making from the *unelected* CEO.

DA's and the Planning scheme form the structure of our community lifestyle, outlining what can be done where and for what purpose. This supports us with the community lifestyle we have chosen to be a part of. Please sign to give Councillors the ability to influence these decisions based on their knowledge and our community input. As we have just seen on the old Barnwell block, without Councillors taking this delegation back, we get approvals without community input about conditions.

PETITION TO MAREEBA SHIRE COUNCILLORS

We, the undersigned, petition Councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017.

RESULTS

Paper version: 190

Digital version: 104 (data extract sent to info@msc.gov.au)

Total (5 Dec 17): 294

REFERENCES

- https://msc.qld.gov.au/download/council_meetings_2017/Council-meeting-Minutes-21-June-2017.pdf
- <http://kurandaregion.org/media-release-kur-world-developer-mcu-approved-by-mareeba-shire-council-delegated-authority/>
- <http://kurandaregion.org/petition-gain-back-the-right-for-our-elected-councillors-to-represent-us/>
- <http://kurandaregion.org/21-june-2017-the-day-democracy-died-in-mareeba-shire/>

DE-IDENTIFIED COMMUNITY COMMENTS PROVIDED ON PETITION (48)

Kuranda "Decisions concerning Development Application Assessments should be seen to follow correct procedure and be made by those who were elected and are accountable to the people living in the area. Delegating this decision making is avoiding responsibility of the role of Councillor."

Koah "Withdrawal of the delegation of authority to the CEO is essential, one person cannot have full authority to make these decisions without community consultation, basically it is corruption."

Barron Falls "This is a significant issue which relates directly to, and would seem to undermine, our democratic rights."

Kuranda "Revoke the delegation. Put this back in the hands of councillors answerable to the electorate."

Speewah "As members of our community, we should have the right to elected representatives who act on our behalf. Isn't this called democracy?"

Barron Falls "I wasn't even aware this happened, and I am shocked. What are our elected council representatives for?"

Barron Falls "To our council it is important to honour and respect each others community's. This is something, I think the mayor tom Gilmore has lost sight of and the CEO really should keep his unelected beak out of. Us the community and our present councillors have a great responsibility to protect and build on the work of 100s of volunteers from around the world who have worked tirelessly to reforest our beautiful river line and properties to make kuranda ecologically more sound and to protect our waterways and wild life .10's of thousands come to visit each year. Yes tourism fills the coffer's. This re vegetation work is being done after our pioneers ripped the guts out of precious rainforest thoughtlessly, like ken Lee for bloody cattle and profiteering. It is yours and my job to protect and regrow our special forests .we need to protect species like the frogs , the amazing cassowaries ,tree kangaroos, muskyrat kangaroos and many other rare and even undiscovered species for our future generations for 1000's of years into the future Remembering we are all here for only a short time .one mans ambitions ken Lee should not over take what really matters. A man of the mayors maturity should certainly be able to recognise the importance and the significance of the damage he is helping create in a small rainforest village community, and I would hope the lovely people of mareeba and surrounds, and in fact people of the world will support the fight against any such development that threatens to urbanize our efforts to protect and if u google earth it you will see this very unique and tiny part of Australia. Let's be leaders not followers. Finally councillors will your grand children come to kuranda in the future to be astounded and amazed by our housing projects and resorts wow or one of the most unique natural areas on the planet its your call stand up and fight like a tiger."

Myola "Just so wrong and corrupt.. Cant believe that your behaviour can possibly be considered legal.. Disgusting behaviour from elected officials"

Mt Haren / Warril Dve "Without representative input that are elected to represent the people, how can any decision be made that is free from bias and personal beliefs, and and/or will lead to a breach and conflict of interests."

Barron Falls "We elect Councillors for a reason. Given the CEO attempted to block our community members recently from meeting with Councillors on a local issue (but later backtracked!) , it concerns me the 'delegated authority' leaves such decision making processes open to bias and corruption, thus also leaving the Council open to legal implications and actions both by DA applicants and by residents who object to the decision. This is a strange and dangerous use of authority and stymies the democratic process and ability for Resident representation. How did such an erosion of democracy occur!"

Kuranda "Is this legal to give away authority to an unelected person? Give the Councillors back there rights, what is the MSC trying to cover up, are they on the take, what have they promised to the developers, what's in it for them??"

Kuranda "There has and continues to be a complete lack of respect by this Council towards the local Kuranda community - who will be directly impacted by any Barnwell Road/ Kur-World/ Kur-Cow development.

The lack of communication and transparency, with the associated delegation of authority appears to be a deliberate means of avoiding any accountability. Please recognise that the community as a whole needs to be

informed - it's not ok to suggest that Councillors are engaging with the community when they sit on various Kuranda committees."

Koah "Kuranda is a diverse community with special needs both environmentally and community...we need a voice within the shire..."

Koah "Please sort out this muddle!"

Speewah "Represent the community as you were elected to do, not represent whoever presents the biggest \$\$ for council coffers."

Kuranda "Yes we must do this! I fully agree! And I do not want Kur World to go ahead, sick to death of these wealthy privileged developers especially from overseas taking our rights and just riding rough shod all over us!!!! Very Angry!!!!"

Kuranda "There are a lot of things wrong with this proposed "development"."

Oak Forest "How can this be approved without a completed EIS.? or did local govt hold hands under the table with state govt without any consultation with its constituents after labour got in again. I wonder how our endangered species are going to celebrate this festive season? This is despicable and unwarranted let alone again retrospective. We do as we like here, not what our elective public ask of us. Its been this way forever. Nothing Changes in a hurry! The delegated authority needs to be de elected by his own councilors who he has kept in the dark. You will be accountable for your actions, as they are yours. Own it."

Barron Falls "I would vote for investigating any involvements between the councillors and Ken Lee including donations and/or other benefits of all types."

Kuranda "Kuranda people who are most affected by changes to the community seem to have no say in these changes."

Barron Falls "Ridiculous that as residents of Kuranda we are not able, through our elected councillors, to have a voice in these decisions that drastically affect our community."

Barron Falls "I petition Councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017."

Rest of World "Development must always use best practices for the outcome. Considering the environment & community values for long term health."

Speewah "It's called Democracy. We have elected representatives and we expect them to be part of the process."

"I find it very concerning that the people who will be hardest hit and most effected with the proposed Kur development have been muted by a neutered council. What do I pay taxes for? I, and every person in the shire deserve fair and adequate representation. This unelected delegate is not representing our community interests and is skating a line of legality in doing so. If you want development then work with the residents. Using unelected delegates to assess a development who do not consult with the community circumvents democracy and the entire reason we have elevated officials and can be contested slowing the development entirely which is also not good for the region. Please restore our elected officials and our voice."

Speewah "THANK CHRIST THIS BLOODY LOT OF COUNCIL DWELERS WILL BE GOTTEN RID OF NEXT ELECTION AND REPLACED BY ONES THAT WILL DO THINGS FOR ALL WE THE PEOPLE ARE NOT PUTTING UP NO MORE WITH --yes we will look at it OR lets see what happens later on NO WE WANT A BRAND NEW LOT OF COUNCLERS FROM A MAYOR DOWN THAT WILL STOP THINGS LIKE KUR-WORLD & AEROPLAINES TAKING OF

FROM KOAH RUINING THE LIVES OF THE PEOPLE WHO MOVED HERE IN THE FIRST PLACE. so remember people if they LET THIS HAPPEN –THE MAREEBA COUNCIL–ITS GOING TO BE ON THEIR HEADS .”

Myola “please respect the views of the residents directly effected by development decisions, with which they disagree, councillors must do the job they were elected to do -represent the community”

Speewah “Mareeba Shire Council don't really care what the people of Kuranda want, all they can see are the dollar signs. The money that KUR-WORLD would bring to the area means more money for Mareeba. As usual MSC uses Kuranda as a wallet full of money and they aren't backward in exploiting our natural beauty. I thought Lenore Wyatt would be good for Kuranda but like all the other politicians she seems to do exactly what the Mayor wants. Our voices don't count. If this was happening in Mareeba all hell would break loose. But as it is Kuranda we are just thought of as those hippies in the rainforest. Most of us that live here have a higher intelligence level than some other people. We just choose to live like we do. I am not saying that I have a higher intelligence level than other people but I also don't go round treating those we think of as tree huggers as idiots.”

Kuranda “We moved to Kuranda three years ago when my husband got a job in Cairns. We selected Kuranda because of its unique natural heritage, biodiversity values, wildlife and community feel. The Kuranda community- all communities, should have a right to determine the types of development that will impact on them. The way to do that is through our democratically elected local councillors who should be listening to and working for the community, not unelected council staff.”

Barron Falls “I encourage all to sign this important petition and give back the councillors that we elected their voice”

Barron Falls “Please can our representatives really consider the damage to our fragile environment when outsiders are solely bent on raping the land without any consideration for the community being disrupted all for the sake of extracting as much wealth as possible without putting anything back into the economy. Construction jobs are short lived but the effects of the destruction will linger far into the future.”

Kuranda “This is so wrong. Local government the last bastion of real community connection and input into planning decisions. Why is an UNELECTED bureaucrat getting the power we have entrusted to our ELECTED representatives ?

I think our councillors need some help here. It's a huge learning curve and it appears only the people who gain from this decision give advice to our councillors. Is there a union which covers councillors ? I think they need some advice which considers them , the job they have been entrusted to do and the will of the people who voted for them rather than some attempt to streamline development applications which rely on local knowledge and public comment in order to not disadvantage or impose unacceptable pressures on local residents and communities.

In a situation where all involved in creating the application, providing supporting information and assessing are all INVESTED in some way in seeing the application be approved, there needs to be a fact check balance using local knowledge and an examination of the full range of impacts which may flow - not just those that might be put by the applicant nor those which might occur to the assessor. Public notice, public comment and engagement of councillors in the process is critical if no wrong, unintended or otherwise, is to arise out of a development being approved.

Please councillors your job is too important to our sense of trust in local government to be handed to someone unelected.”

Kuranda “At best, Kuranda has no council representative. But worse still, an unelected employee of the Council speaks on our behalf. This is unsatisfactory and probably illegal.”

Kuranda “Please stop this development we can't take anymore traffic on the Kuranda Range. Everyday it is a nightmare then when the range is closed we can't get to work or get home from work. We have been caught a

few times and arriving home at midnight or 2am. Please we don't need this crazy development unless we get a total upgrade of minimum of a 4 lane road up from Smithfield. I guess all of you people making this decision only think of dollar signs and don't have to battle the range on a daily basis."

Barron Falls "Asserting our right to contribute to decisions that affect us in this community, via the representative that we have elected."

Barron Falls "We need people in council to represent the community of Kuranda, Speewah & Koah. Listen to the local residents, we live here, we are not just visitors and we want what is best for our community. Our elected councillors will hear our views and represent locals. We don't want non elected people making decisions on what happens in our region, they don't live where the proposed development is or be affected by it."

Barron Falls "If we wish to remain a democracy, then we cannot allow corporate hegemony"

Barron Falls "One man should never have that authority, especially someone not trained specifically in this area."

Barron Falls "I think the rate payers should have the final say with anything to do with Kuranda."

Kuranda "Why have councillors if they don't get to vote on proposals like quad bikes in a protected rainforest"

Rest of World "My wife and I have visited Kuranda regularly during the winter months for our holidays. I am deeply disturbed to read that the unelected CEO of Mareeba Shire can exercise decisions re planning permits and development applications that are denied to the elected MSC councillors themselves! Such a situation is very unsatisfactory and in my view it represents a travesty of democracy, the principle upon which local council government is supposed to be based and by which it should function.."

Barron Falls "Peter Franks is not an elected member, and Kuranda is not getting fair representation."

Koah "As a resident of the wider Kuranda community, I am not at all happy that our elected councillors have no say in rural planning, having inadvertently given them away to a CEO. It is of utmost importance to us as the ratepayers that we are able to inform our councillors of our wishes and in turn have them implemented. I back the Mareeba councillors and demand they be given back the right to speak and act on behalf of the residents who voted them in for that purpose. To leave such important and controversial decisions such as KURWORLD in the hands of one unelected CEO is anathema to democracy."

Barron Falls "This is a basic test of democracy, and it is difficult to see how this type of oversight might occur, I definitely see the need for a separation of interests here, as the opinion of the CEO in this and similar matters, should represent the people in the community through their representatives, and not be a judgement at this level, which obviously could have issues of conflict of interest involved in the regulation aspects that a delegated authority opens the door to."

Barron Falls "We need a representative who lives in Kuranda and is switched on to what our local community needs. Not some out of towners who has no idea."

Koah "Councillors please represent the community. This is what we elected you to do."
















Speewah "Unsuitable development that will impact both on the flora and fauna of the area. Also a possible exodus of residents from the area, reducing services such as ours Teacher, physiotherapist and nurse."

Barron Falls "Underhand behaviour towards gagging councillors appears to be deceptive. Other councils have been identified where developers pay quietly to get their developments rushed through. Dishonesty does get exposed eventually. Infrastructure appears totally inadequate for this development- Kuranda Range poses massive more traffic and fatalities for an inferior narrow road used by thousands daily. White elephant !!!!!"



We the undersigned petition councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017.
















MAIL-ADDRESS: KURANDA REGION RESIDENT PETITION
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| First name | Last name | Address | Signature | Date | Postcode |
|------------|------------|----------------------------|---|----------|----------|
| River | Tott | PO Box 425 Kuranda |  | 25/11/17 | 4881 |
| Brenda | Marfield | 8 Shira Close |  | 25/11/17 | 4881 |
| Leita | Nozac | 8 Levers Drive Spreyall |  | 25/11/17 | 4881 |
| Carla | Cooper | 10 159 Kuranda |  | 25/11/17 | 4881 |
| Shae | O'Lalloran | 220 Boyles Rd |  | 25/11/17 | 4881 |
| David | Rogot | 26 Gregory Terrace Kuranda |  | 25/11/17 | 4881 |
| William | Sokolick | 283 STEWART RD |  | 25/11/17 | 4881 |
| NICHOLAS | PETERS | 45 PEADEWILL CL |  | 25/11/17 | 4881 |
| Laven | PETERS | 45 STEWART RD |  | 25/11/17 | 4881 |
| Solar | MOON | 14 Kuranda Crescent |  | 25/11/17 | 4881 |
| Helena | Cek | PO Box 792 Kuranda |  | 25/11/17 | 4881 |
| John | Krylyszyn | PO Box 792 Kuranda |  | 25/11/17 | 4881 |
| Leila | Leila | 6 MERRICK ST Kuranda |  | 25/11/17 | 4881 |
| Michael | Shaw | 6410 302 Boyles Rd |  | 25/11/17 | 4881 |
| Jessica | Herring | 29 MERRICK RD |  | 25/11/17 | 4881 |



We the undersigned petition councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017.
















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| First name | Last name | Address | Signature | Date | Postcode |
|------------|--------------|--------------------|--|----------|----------|
| MORRIS | RYLE | 1 WARRIL DR |  | 25-11-17 | 4881 |
| Peter | Ryle | Indul Drive |  | 25-11-17 | 4881 |
| SURIN | HOSKINS | 46 BANTON FALLS RD |  | 25-11-17 | 4881 |
| GILLIAN | LELLOTT | 56 BARNON FALLS RD |  | 25-11-17 | 4881 |
| LINDA | SMITH | 7, GLENNIS RD. |  | 25-11-17 | 4881 |
| Michael | DEGLASS | 9 STANLEY RD. |  | 25-11-17 | 4881 |
| Julie | FRANCKSTEIN | 17 KELLYS WAY |  | 25-11-17 | 4881 |
| Dylan | CLARKE | 3 MAISON RD |  | 25-11-17 | 4881 |
| Margaret | ZEHNTNER | 81 KURANDA HTS RD |  | 25/11/17 | 4881 |
| Colin | MCCARTHER | 4 NIMBLE SPRING |  | 25/11/17 | 4881 |
| Dennis | DOWNES | 6 SPINA RD |  | 25/11/17 | 4881 |
| Cathy | MORAN | 2 VIVIAN ST |  | | 4882 |
| Sally | SCHIEFELBEIN | PO Box 74 Kuranda |  | 25-11-17 | 4881 |
| HUGH | SMITH | Box 535 |  | 25-11-17 | 4881 |
| IAN | HANSEN | 30 ERYN CLOE - |  | 25/11/17 | 4881 |



We the undersigned petition councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017.

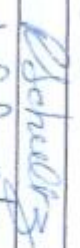












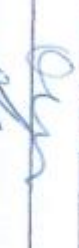

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| First name | Last name | Address | Signature | Date | Postcode |
|-------------|--------------|-------------------------|--|----------|----------|
| Adelle | Hainsworth | 30 Enginaclose Road |  | 25/11/17 | 4881 |
| Christine | Child | 302 Bayles Rd |  | 25/11/17 | 4881 |
| Julie | DAWSON | 115 Kuranda Hts Rd |  | 25/11/17 | 4881 |
| Trisha | Henderson | 134 MYOLA RD |  | 25/11/17 | 4881 |
| Dion | Child | 302 Bayles Rd |  | 25/11/17 | 4881 |
| Leanne | MAEHART | 33 Kauri Cr. |  | 25/11/17 | 4881 |
| Elizabeth | Youngusband | 121 Gangra Dr Kuranda |  | 25/11/17 | 4881 |
| Krishna | Krishna Bhat | 23 Daniel Street |  | 25/11/17 | 4881 |
| Caroline | LAMONT | 52 MEYER CLOSE, KURANDA |  | 25-11-17 | 4881 |
| Terry | Gage | 100 Kuranda Hts Rd |  | 25-11-17 | 4881 |
| Kathryn | Thomas | 413 Myola Rd Kuranda |  | 25-11-17 | 4881 |
| Blake | Cox | 413 Myola Rd Kuranda |  | 25-11-17 | 4881 |
| Ross | Cleary | 469 Oakport rd |  | 25/11/17 | 4881 |
| Cheryl | Town | 111 West Curramore Rd |  | 25/11/17 | 4881 |
| Hans Zehner | Zehner | 21 Kuranda Hts Rd |  | 25/11/17 | 4881 |



We the undersigned petition councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017.

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| First name | Last name | Address | Signature | Date | Postcode |
|------------|-----------------|------------------------|--|----------|----------|
| Pamela | Schultz | 17 Horton St Kuranda |  | 25/11/17 | 4881 |
| Marilyn | Schultz | 310 Gresham |  | 25/11/15 | 4888 |
| Dea | Bernstein | 16 Oscar Rd Kuranda |  | 25/11/17 | 4881 |
| Ida | von Buch | 10/29 Salomone Dr. |  | 25/11/17 | 4881 |
| Deborah | Levy | 191 Oak Forest Rd |  | 25/11/17 | 4881 |
| Jan | Breitkreutz | 10 Shire Chase |  | 25/11/17 | 4881 |
| Miller | Dunn | 10 Piccadilly |  | 25/11/17 | 9081 |
| Kathy | Whip | 47 Masons Rd Kur |  | 25/11/17 | 4881 |
| Dee | Schillermeister | 18 Pouch Close Kuranda |  | 25/11/17 | 4881 |
| Elizabeth | Riber | 11 Shave Ct Kuranda |  | 25/11/17 | 4881 |
| Deborah | Susan | 18 Hume St Kuranda |  | 25/11/17 | 4881 |
| Ken | Taylor | 11 Hume St Kuranda |  | 25/11/17 | 4881 |
| Anne | Reilly | PO Box 101 S'Field |  | 25/11/17 | 4870 |
| Hank | van Datta | PO Box 101 S'Field |  | 25/11/17 | 4881 |
| Louise | Dougherty | 9 Sarawak Rd |  | 25/11/17 | 4881 |



We the undersigned petition councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017.
















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RETURN TO PO BOX 978 KURANDA QLD 4881 ON HONEY HOUSE, KURANDA ORIGINAL MARKETS
xxxxx@kurandaregion.qld.gov.au | info@kurandaregion.qld.gov.au

| First name | Last name | Address | Signature | Date | Postcode |
|------------|------------|--------------------------|--------------------|----------|----------|
| BEULAH | WATSON | 11 MYCLA RD. KURANDA | <i>[Signature]</i> | 25/11/17 | 4881 |
| Chris | McLaughlin | 65 Green Forest Rd. Kurl | <i>[Signature]</i> | 25/11/17 | 4881 |
| Melanie | McLaughlin | 65 Green Forest Rd. Kurl | <i>[Signature]</i> | 25/11/17 | 4881 |
| MARKERS | BURGESS | 78 BARRETT | <i>[Signature]</i> | ✓ | 4881 |
| JAMES | BURGESS | ✓ | <i>[Signature]</i> | ✓ | ✓ |
| JARROLD | de BAUN | 53 ED. EYAS ASP | <i>[Signature]</i> | ✓ | 4881 |
| CEKRI | de BRYN | " | <i>[Signature]</i> | ✓ | " |
| MICHEL | CREAM | 245 Kool Rd. Kurl | <i>[Signature]</i> | 25/11/17 | 4881 |
| Lisa | Neuton | 23 Forest Close | <i>[Signature]</i> | 25/11/17 | 4881 |
| Mate | Neh | 23 Forest Close | <i>[Signature]</i> | 25/11/17 | 4881 |
| Rene | Messner | 5 Christchurch Road | <i>[Signature]</i> | 25/11/17 | 4881 |
| LORETH | MOESNER | 14 Mainman St | <i>[Signature]</i> | 25/11/17 | 4881 |
| JANEY | Jennifer | 11-13 Mason Rd. | <i>[Signature]</i> | 25/11/17 | 4881 |
| DAVID | Boel | Teperer Rd | <i>[Signature]</i> | 25/11/17 | 4881 |
| Sylvia | GCH | 4 Outlook Cres. Kurl | <i>[Signature]</i> | 25/11/17 | 4881 |



We the undersigned petition councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017.
















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| First name | Last name | Address | Signature | Date | Postcode |
|---------------|-------------|------------------------|---|------------|----------|
| Peter | Thompson | 115 KURANDA HEAVEN RD. |  | 11/11/17 | 4887 |
| Sue | Robertson | 244 Boyles Rd. |  | 25/11 | 4881 |
| Peter | Conner | 40 Punch Cross |  | 25.11.2017 | 4881 |
| John | Kellyszyn | 61 Boleynville Rd |  | 25-11-2017 | 4881 |
| Joanne Byrnes | Byrnes | 28 Bunting Street |  | 25-11-2017 | 4881 |
| Haera Tearewa | Tearewa | 39 Forest Close |  | 27/11/2017 | 4881 |
| Michelle | Korhonen | 45 Mt Hagen Rd |  | 23/11/2017 | 4881 |
| DAWN | QUINN-HAYEN | 43 Mt Hagen Road |  | 25/11/17 | 4881 |
| Donna | Clus | 374 Panton St |  | 25/11/17 | 4881 |
| Richard | Clus | 374 Panton Drive |  | 25/11/17 | 4881 |
| Andie | O'Connor | 10 Spring Cres |  | 25/11/17 | 4881 |
| Warren | Gibson | 5 Langford Rd |  | 25.11.17 | 4881 |
| Eliz | GENGE | 5 BRICKWATER RD |  | 25-11-17 | 4881 |
| Neil | McLaughlin | 41 Mounse Close |  | 25/11/17 | 4881 |
| Suzie | McLaughlin | 41 Mounse Close |  | 25/11/17 | 4881 |



We the undersigned petition councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017.

MAIL- WORLD: KURANDA REGION RESIDENT PETITION
RETURN TO PO BOX 978 KURANDA QLD 4881 OR HONEY HOUSE, KURANDA ORIGINAL MARKETS
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| First name | Last name | Address | Signature | Date | Postcode |
|------------|------------|---------------------|--|------------|----------|
| JOHN | JOHNSTON | 84 CARDINIA BUD |  | 25/11/2017 | 4881 |
| JANE | JOHNSTONE | 84 CARDINIA BUD |  | 25/11/2017 | 4881 |
| ROB | RICHARDSON | 84 CARDINIA BUD |  | 25/11/2017 | 4881 |
| Peter | Shawahan | 25 Cadasi Drive |  | 25/11/2017 | 4881 |
| MARGARET | HUMPHREY | 46 Victor Place |  | 25-11-17 | 4881 |
| MICHAEL | Quinn | 60 Jeffry Rd |  | 25/11/17 | 4881 |
| GAIL | Shawahan | 25 Cadasi Drive |  | 25/11/17 | 4881 |
| Doreen | Sibly | 48 Macross Rd |  | 25/11/17 | 4881 |
| Kristin | Macross | 23 McKenzie St Nglb |  | 25/11/17 | 4881 |
| Asher | Meadows | 23 McKenzie St Nglb |  | 25/11/17 | 4881 |
| Paula | ARMSTRONG | 67 Seaside Drive |  | 25/11/17 | 4881 |
| Barbara | Smith | 19 Minter St. |  | 25-11-17 | 4881 |
| JUDY | ANDREWS | 278 BOYLES RD |  | 25-11-17 | 4881 |
| JILL | Bennell | 33 Natasha Close |  | 25-11-17 | 4881 |
| RICHARD | BEVUELL | 33 NATASHA CLOSE |  | 25-11-17 | 4881 |



We the undersigned petition councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017.














MAIL-VOICED: KURANDA REGION RESIDENT PETITION
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www.kurandarregion.org.au facebook.com/kurandarregion

| First name | Last name | Address | Signature | Date | Postcode |
|------------|-------------|--------------------------|-------------|------------|----------|
| Maree | Kerr | 2 Meersost Kuranda | M Kerr | 25/11/2017 | 4881 |
| Joelle | Christensen | Myola | Joelle | 25/11/2017 | 4881 |
| Kerryn | Prentice | 101 Palm Valley Rd | Kerryn | 25/11/17 | 4881 |
| Kim | Prentice | 101 Palm Valley Rd | Kim | 25/11/17 | 4881 |
| Kathleen | O'Keefe | 51 Kingfisher Dr | Kathleen | 25/11 | 4881 |
| Joseph | Bell | 22 Lot 1 Lane Myola | Joseph | 25-11 | 4881 |
| Lisa | SERP | 3 Forest Close | Lisa Serp | 25-11 | 4881 |
| Omair | SERP | 3 Forest Close | Omair Serp | 25-11 | 4881 |
| Sarah | Isaac | 345 Fenton Rd | Sarah Isaac | 25-11 | 4881 |
| Adam | Squire | 243 Sycamore Rd | Adam | 25/11 | 4881 |
| Rita | Squire | " " | Rita | " | " |
| Matt | COLE | 32 NATHAN CR KERR | Matt | 25/11/17 | 4881 |
| Sharon | Nowakowski | 29 Black Wm Rd Kuranda | Sharon | 25/11/17 | 4881 |
| Francoise | NOZAKI | 8 Leivers Drive Sycamore | Francoise | 25/11/17 | 4881 |
| Paul | NOZAKI | 8 Leivers Drive Sycamore | Paul | 25/11/17 | 4881 |



We the undersigned petition councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017.

MAIL- WORLD: KURANDA REGION RESIDENT PETITION
RETURN TO PO BOX 978 KURANDA QLD 4881 OR HONEY HOUSE, KURANDA ORIGINAL MARKETS
[www.kurandaregion.com.au](http://www.kurandaregion.com.au/info@kurandaregion.com.au) / info@kurandaregion.com.au

| First name | Last name | Address | Signature | Date | Postcode |
|------------|-----------|------------------------|--|----------|----------|
| Brace | CLARKE | 1 WENTON ST |  | 25/11/17 | 4881 |
| Neil | GARRETT | 7 GREENWOOD RD |  | 25/11/17 | 4881 |
| Ross | GILKES | 44 WILMINGTON ST |  | 25/11/17 | 4881 |
| Noel | 2.600 | 14 BONGALAN PI |  | 25/11/17 | 4881 |
| DAVE | DOUGLASS | 9 JAMES RD |  | 25/11/17 | 4881 |
| DAVID | STRAUGHAN | 1058 KENT RD, KENT |  | 25/11/17 | 4881 |
| Jodie | STRAUGHAN | 1058 KENT RD, KENT |  | 25/11/17 | 4881 |
| R. | ARMY | 14 BONGALAN PI |  | 25/11/17 | 4881 |
| Mandy | DEERY | KULNACI, KURANDA |  | 25/11/17 | 4881 |
| Kevin | KELLY | 1071 Boyles Rd. |  | 25/11/17 | 4881 |
| LUCY | MORRIS | 55 VERNON DR, SPEERVAH |  | 25/11/17 | 4881 |
| Alison | HARRISON | 55 VERNON DR, SPEERVAH |  | 25/11/17 | 4881 |
| Karen | HOMBES | 23 GREENHILL RD, KENT |  | 25/11/17 | 4881 |
| LEE | EDWARDS | 23 GREENHILL RD, KENT |  | 25/11/17 | 4881 |
| HARRY | RUSSEN | 36 MARANO CI |  | 25/11/17 | 4881 |



We the undersigned petition councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017.









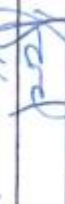






TO: VIOLETT, KURANDA REGION RESIDENT PETITION
RETURN TO PO BOX 978 KURANDA QLD 4861 OR HONEY HOUSE, KURANDA ORIGINAL MARKETS
www.kurandarregion.qld.gov.au

| First name | Last name | Address | Signature | Date | Postcode |
|------------|-----------|-------------------|-------------|----------|----------|
| ROBIN | KING | PO Box 54 KURANDA | [Signature] | 25/11/17 | 4881 |
| EDNA | HYPER | 119 BARN ROAD | [Signature] | 25.11.17 | 4881 |
| GRACE | HYPER | " | [Signature] | 25-11-17 | 4881 |
| IRIS | ASHWIN | Barnes Rd | [Signature] | 25/11/17 | 4881 |
| JOHN | WATSON | 11 MYOLA ROAD | [Signature] | 25/11/17 | 4881 |
| JAMES | BRASCH | 78 Burnwell Rd | [Signature] | ✓ | 4881 |
| Margaret | BURMAN | ✓ | [Signature] | | |
| Kristyne | LOVE | 426 OAK FOREST Rd | [Signature] | 25/11/17 | 4881 |
| Chris | LOVE | ✓ | [Signature] | 25/11/17 | 4881 |
| DEBBIE | SHREVE | 53 BUTLER DR. | [Signature] | 25/11/17 | 4881 |
| Colin | HARRIS | 9 SCARLE ST | [Signature] | 25/11/17 | 4881 |
| Glenda | NICHOLS | Speers Rd | [Signature] | 25.11.17 | 4881 |
| Bruce | WATSON | Speers Rd | [Signature] | 25/11/17 | 4881 |
| Nancy | MOCKEN | KORORA | [Signature] | 25/11/17 | 4881 |
| HELEN | DOUBIE | 17 MCKENZIE ST | [Signature] | 25/11/17 | 4881 |



We the undersigned petition councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017.
















RETURN TO: KURANDA REGION RESIDENT PETITION
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| First name | Last name | Address | Signature | Date | Postcode |
|--------------|-----------|--------------------|---|---------|----------|
| Shirley | Pauls | 2. Coombe St |  | 3.12.17 | 4881 |
| Michael | Michael | 240 Ebury Rd |  | 3.12.17 | 4881 |
| Geraldine | Therrell | 1244 Coombe St |  | 3.12.17 | 4881 |
| Raymond | Gauvey | 77 Monaro Ct. |  | 3.12.17 | 4881 |
| Rebecca | Hammer | 10 Kuranda Circuit |  | 3.12.17 | 4881 |
| Jessica | Gird | 10 Kuranda Cess |  | 3.12.17 | 4881 |
| Gray & Steve | CITLACK | 2 Coconut Grove |  | 3.12.17 | 4881 |
| Anthony | Murphy | 71 Macross Rd |  | 3.12.17 | 4881 |
| Liza | Davey | 54 Kullaroo Close |  | 3.12.17 | 4881 |
| Geoff | Lucas | 24 Williamson Dr |  | 3.12.17 | 4881 |
| Bob | Misner | 37 Cleburn St |  | 3.12.17 | 4881 |
| Mary | MORRISON | 37 ROXBOROUGH RD |  | 3.12.17 | 4881 |
| Jack | Shupard | 9 New St |  | 3.12.17 | 4881 |
| Terence | Erwin | 29 Martin St |  | 3.12.17 | 4881 |
| Will | VICKERY | 1058 KOAH RD |  | 3.12.17 | 4881 |



We the undersigned petition councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017.











1410-140101: KURANDA REGION RESIDENT PETITION
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| First name | Last name | Address | Signature | Date | Postcode |
|------------|-------------------|-----------------------|---|------------|----------|
| GAYLE | HANNAH | 412 Rob Veivers Drive |  | 11/12/2017 | 4881 |
| Jodie | COHEN | 40 Pencil Close |  | 2/12/17 | 4881 |
| Michael | HARLES | 23 Barambah |  | 2/12/17 | 4881 |
| RAY | BAXTER | 235 Palm Valley Rd |  | 2/12/17 | 4881 |
| SYRA | BARNES | 18 BARNES FARM RD |  | 3-12-17 | 4881 |
| Nicole | DRUGGON | 3 Planting St. |  | 3-12-17 | 4881 |
| R. CRUICK | CRUICK | 4 PUNCH CLASS |  | 3-12-17 | 4881 |
| Melissa | Scalen | 1 Mason Rd |  | 3-12-17 | 4881 |
| Tori | KAPPA | 24 Coendee St |  | 3-12-17 | 4881 |
| ED | HAINES | 11 SAUNDALWOOD |  | 3-12-17 | 4881 |
| CARA | STRECHER | 29-31 Rob Veivers Dr. |  | 3/12/17 | 4881 |
| LISA | BULEY | 9 Maetor |  | 3/12/17 | 4881 |
| ibande | Smith | 12 clove street |  | 3-12-17 | 4881 |
| Sorja | Richardson | PO BOX 356 |  | 3-12-17 | 4881 |
| Deborah | Schiel | PO Box 723 |  | 3-12-17 | 4881 |



We the undersigned petition councillors, as our elected representatives, to take back management oversight of the development application assessment and approval process by withdrawing the delegation to the CEO which was enacted on 21 June 2017.

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| First name | Last name | Address | Signature | Date | Postcode |
|------------|-----------|--------------------|---|----------|----------|
| Muel | Rueter | 10 Sandalwood Cres |  | 3-12-17 | 4881 |
| Alexandra | Silgata | Barrow St |  | 3/12/17 | 4881 |
| Pat | Stokely | 8 Fowler St. |  | 3/12/17 | 4881 |
| Melanie | Wills | 20 Bangalong Pl |  | 03-12-17 | 4881 |
| PETER | TRIMMISCH | 11 KITTENHILLS RD |  | 03-12-17 | 4881 |
| SONJA | SCHEMKE | 44 HASSEL ROAD |  | 03-12-17 | 4881 |
| Stephen | Hutchins | " Kuranda Crescent |  | " | " |
| Kate | Wolfe | Veril Drive |  | 3-12-17 | 4881 |
| Jocelyn | Keane | Post-Box |  | 3-12-17 | 5060 |
| Clayton | Smith | 18 Vanda Ct |  | 3-12-17 | 4881 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

KRPg - Participatory Contingent

Topic: Community Petition- withdrawing the delegation

Code: BARN321848

Source URL: <http://kurandaregion.org/petition-gain-back-the-right-for-our-elected-councillors-to-represent-us/>



104 rows

| Community | Name | Email | Street Address | Entry Date |
|-------------------------|------------------------|---------------------------------|-------------------------------------|----------------|
| Kuranda | Yvonne Druppers | Forestfon@gmail.com | 4 fairyland rd kuranda | 05-12-17 10:01 |
| Kuranda | Nico Wouterse | Nicowouterse@hotmail.com | 4 fairyland rd kuranda | 05-12-17 10:00 |
| Speewah | Elizabeth Younghusband | singwoyaya@bigpond.com | 127 Ganyan Drive, Kuranda 4881 | 05-12-17 8:42 |
| Barron Falls | Nicky Fry | Nicky.fry@live.com | 8 Maree St Freshwater | 05-12-17 6:33 |
| Barron Falls | Buck Richardson | buckrichardson@leapfrogz.com.au | 3 Mason Road | 05-12-17 6:27 |
| Barron Falls | Rita & John Squire | ritasquire@gmail.com | 293 Speewah Rd. | 05-12-17 4:52 |
| Oak Forest | Graham Bell | 88grahambell@gmail.com | 520 Oak Forest Rd | 05-12-17 4:23 |
| Kuranda | JulieDAWBARN | julie.dawbarn@my.jcu.edu.au | 115 kuranda hts rd | 05-12-17 1:58 |
| Mantaka | Patricia Green | pattigreen67@gmail.com | 220 Boyles Rd, Kuranda | 05-12-17 1:48 |
| Speewah | Paul Curtis | paulanddi@bigpond.com | 8 Kauri Close | 05-12-17 1:34 |
| Barron Falls | Frank | frkburton@gmail.com | 41 Wrights Lookout Road | 05-12-17 1:11 |
| Barron Falls | Robert Blackwell | bobablackwell@gmail.com | 32 Warril dr Kuranda | 05-12-17 0:23 |
| Speewah | Bob Madden | bobjmadden@gmail.com | 81 Veivers Drive, | 05-12-17 0:10 |
| Kowrowa | Ruth Van de Velde | tjebruth@bigpond.com | 12 River ST | 05-12-17 0:00 |
| Speewah | Ann Harth | annharth@bigpond.net.au | 7 Smiths Track | 04-12-17 23:51 |
| Speewah | Dean Mooney | dean@eastair.net.au | 70 Cardinia Blv, Speewah | 04-12-17 23:09 |
| Speewah | Fiona Mooney | fionam@eastair.net.au | 70 cardinia blvd, Speewah | 04-12-17 23:08 |
| Speewah | Mark Newton | marknewton4881@gmail.com | 23 Forest Close, Speewah, 4881 | 04-12-17 22:44 |
| Barron Falls | Frank Burton | frkburton@gmail.com | 41 Wrights lookout road | 04-12-17 21:34 |
| Koah | Bernie Dehmelt | berniedehmelt@gmail.com | 2373 Kennedy Highway Koah 4881 | 04-12-17 13:09 |
| Barron Falls | Robyn King | robynking00@yahoo.com.au | 41 Mason Road | 04-12-17 10:46 |
| Barron Falls | Daryl styles | dazmag@gmail.com | 27 high chapparal road kuranda 4881 | 04-12-17 10:16 |
| Kuranda | Lyn Carr | lgcarr@aapt.net.au | 7 Cool Springs Close, Kuranda | 04-12-17 9:22 |
| Koah | Phillip Simpson | phillipsimpson@bigpond.com | 341 Fantin Road, Koah | 04-12-17 8:38 |
| Kuranda | Terry Eager | treager@gmail.com | 100 Kuranda Heights Rd | 04-12-17 8:35 |
| Kowrowa | Shaun Grant | seanigrant@hotmail.com | Oak Forest Road | 04-12-17 8:02 |
| Russett Park | Jack Morris | yakovmorris@hotmail.com | Rosewood drive Russett Park | 04-12-17 8:00 |
| Myola | Joe Bell | joeinclairns@yahoo.com.au | Boyles Rd Myola | 04-12-17 7:32 |
| Kowrowa | Lisa O'Mara | lom4@bigpond.com | 311 Oakforest Rd | 04-12-17 7:26 |
| Kuranda | Michele Woods | mi_woods@msn.com | 17 Therwine Street | 04-12-17 7:05 |
| Kuranda | STEVEN J LARKIN | slarkin@ozemail.com.au | 10, Greenhills Road | 04-12-17 6:53 |
| Mt Haren / Warril Drive | Geoff Cohen | geoff@helpwithcomputer.com.au | 7 Warril Drive, Kuranda, QLD | 04-12-17 6:34 |
| Barron Falls | Julie Brunt | morninglight@ymail.com | 922 Koah Road Koah 4881 | 04-12-17 6:19 |
| Kuranda | Ken Parsons | pars56@qld.chariot.net.au | 11 Dhane Court Kuranda | 04-12-17 6:02 |
| Kuranda | Linda Smart | lindajne39@gmail.com | 7 Greenhills Road, Kuranda. | 04-12-17 5:52 |
| Barron Falls | Jonathan Trapnell | diggismc@gmail.com | 56 Barron Falls Road | 04-12-17 3:42 |
| Kuranda | Deanna Henderson | deanna@minibeastwildlife.com.au | 15 Barang Street | 04-12-17 3:35 |
| Koah | Eleanor Gikerson | intropica_fashion@yahoo.com.au | 245 Koah Rd | 04-12-17 3:33 |
| Koah | Sajidah Abdullah | scottssajidah@bigpond.com | 961 Koah Road | 04-12-17 2:40 |

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Version: 1, Version Date: 06/12/2017

| | | | | |
|-----------------------|-------------------|--------------------------------|------------------------------------|----------------|
| Speewah | Hayley Smith | Hayley_s101@hotmail.com | 2 Mahogany Ave | 04-12-17 1:22 |
| Speewah | Dorothy Clews | dorothy.clews@spin.net.au | 374 Ganyan Drive | 04-12-17 1:18 |
| Barron Falls | Garth Owen | cerogog@gmail.com | 19 Kullaroo Close | 04-12-17 1:15 |
| Kuranda | Michael Falconer | mikefalconer@hotmail.com | 18 Rob Veivers drive Kuranda | 04-12-17 1:14 |
| Kuranda | Mori Klisman | m-o-r-i@bigpond.com | Wrights Lookout Rd | 04-12-17 0:26 |
| Barron Falls | Peter Saunders | petesworld2005@yahoo.com.au | 17 Palmvalley RD | 04-12-17 0:18 |
| Barron Falls | Peter Saunders | petesworld2005@yahoo.com.au | 17 Palmvalley RD | 04-12-17 0:04 |
| Oak Forest | seanne mcarthur | seanne.mcarthur@gmail.com | 201crothers rd kuranda. | 03-12-17 23:57 |
| Barron Falls | Iveta | mail4iveta@yahoo.com.au | 143 Oak Forest Rd. | 03-12-17 23:45 |
| Mantaka | Judy Andrews | judyandrews1@bigpond.com | 278 Boyles Rd | 03-12-17 23:42 |
| Kuranda | Ronald Todd | rtodd10a@gmail.com | 10a Morton Street | 03-12-17 23:38 |
| Barron Falls | Sue Schwass | susan_schwass@yahoo.com | 8 Butler Drive, Kuranda | 03-12-17 23:18 |
| Barron Falls | julie ruth | julie@cairns.net.au | 8 clay lane kuranda 4881 | 03-12-17 23:15 |
| Barron Falls | Susan Zilberstein | kobisu@westnet.com.au | 10 Butler Drive | 03-12-17 22:58 |
| Barron Falls | Hannah Wattel | tomamma5@hotmail.com | P.O Box 473 | 03-12-17 22:56 |
| Kuranda | ANDREW BROWN | smithfield@collinsbooks.com.au | 9 Greenhills Road, Kuranda | 03-12-17 22:41 |
| Kowrova | Garry Pay | garrypay53@gmail.com | 263 oakforrest Rd | 03-12-17 22:39 |
| Rest of the World :-) | Ingrid Marker | doveswithlove@hotmail.com | 1311 Tully Mission Beach Rd Carmoo | 03-12-17 22:27 |
| Kuranda | Sarah-Jane Hart | Sarah-Jane.Hart@hpw.qld.gov.au | 9 Barang St Kuranda | 03-12-17 22:08 |
| Speewah | Sera steves | Sera.steves@icloud.com | 97, Hoey Rd | 03-12-17 21:50 |
| Speewah | WARREN PINE | WAZZAK1960@GMAIL.COM | DOUGLAS TRACK | 03-12-17 21:20 |
| Kuranda | Annette Bryan | am.Bryan@hotmail.com | 78 Monaro Cl | 03-12-17 21:17 |
| Myola | daly | patdaly_1@hotmail.com | 37 scrub street | 03-12-17 21:08 |
| Speewah | Jo-Anne Pine | jpine59@hotmail.cpm | Douglas Track | 03-12-17 20:58 |
| Speewah | Udo Schonfeldt | udo_hw@icloud.com | 36 Kelly Road | 03-12-17 20:38 |
| Kuranda | Maree Kerr | maree.treadwellkerr@gmail.com | 2 Meeroo St Kuranda | 03-12-17 20:31 |
| Barron Falls | John Krylyszyn | jkrylyszyn@hotmail.com | 61 Barron falls rd | 03-12-17 19:56 |
| Barron Falls | Beverly Henderson | bevhennder@iprimus.com.au | 2 Christensen Road, Kuranda, 4881 | 03-12-17 19:43 |
| Barron Falls | Rosemary Marks | orchidstar3@gmail.com | 165 Boyles Road, Kuranda | 03-12-17 19:26 |
| Kuranda | Gayle Hannah | hangay@bigpond.com | 42 Rob Veivers Drive Kuranda 4881 | 03-12-17 13:16 |
| Barron Falls | Peter Cleary | petermcleary@gmail.com | 469 Oak Forest Rd | 03-12-17 13:15 |
| Kuranda | Helen Douglas | helen@halleydesign.com | 8 Shane Court Kuranda | 03-12-17 12:20 |
| Barron Falls | David Gormley | david@halleydesign.com | 8 Shane Court, Kuranda | 03-12-17 12:18 |
| Barron Falls | Miry Cobham | mirycob@gmail.com | 3 Black Mountain Rd, Kuranda | 03-12-17 12:07 |
| Barron Falls | Hugh Cobham | hughcopots@yahoo.com.au | 3 Black Mountain Rd | 03-12-17 12:06 |
| Kuranda | Jax Bergersen | Envirojax@gmail.com | 1 Pademelton Lane | 03-12-17 11:48 |
| Kuranda | Robert Lund | robert.lund08@gmail.com | 12 Bangalow Place, Kuranda, 4881 | 03-12-17 11:45 |
| Kuranda | Barbara Rosevear | barbara99au@bigpond.com | 27 Warril Drive | 03-12-17 11:40 |
| Barron Falls | Annabel Muis | annabel.muis@gmail.com | 61 Mason Road Kuranda | 03-12-17 11:33 |
| Barron Falls | Adele Hainsworth | adelehains@aol.com | 30 Enigma Close Speewah | 03-12-17 11:29 |
| Barron Falls | han broekman | bushchime@gmail.com | 88 Kuranda Heights Road | 03-12-17 11:13 |
| Barron Falls | Janet Hoyer | hoyejanet@gmail.com | 10 Weir Road | 03-12-17 11:12 |
| Top of the Range | Lynne Lund | lynne.lundartymum@gmail.com | 12 Bangalow Place Kuranda | 03-12-17 11:07 |
| Barron Falls | Judy Davies | judyxx@bigpond.net.au | Morton Street., Kuranda | 03-12-17 10:56 |
| Cairns | Natasha Chapman | natashabriechapman@hotmail.com | 21 Thooleer Vista Trinity Park | 03-12-17 10:49 |
| Kowrova | Astro Brim | astrobrim@gmail.com | 104 crothers rd | 03-12-17 10:38 |
| Kuranda | Heidi Madsen | Heidi.madsen@yahoo.com.au | 1 Punch Close | 03-12-17 10:37 |
| Rest of the World :-) | Zachary Casper | daybudha@vic.chariot.net.au | 35 Toris Road | 03-12-17 10:14 |
| Barron Falls | Kate Prynne | kateprynne@zoomnet.com.au | 38 Butler Drive, Kuranda | 03-12-17 10:11 |

Document Set ID: 3333037

Version: 1, Version Date: 06/12/2017

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|--------------|-------------------|---------------------------------|------------------------------------|----------------|
| Barron Falls | Sophie McLaughlin | Sophie.n.mclaughlin91@gmail.com | 41 Monaro close , Kuranda qld | 03-12-17 10:11 |
| Barron Falls | Neil McLaughlin | n_mclaughlin57@yahoo.com.au | 41 Monaro Close, Kuranda 4881 | 03-12-17 10:10 |
| Barron Falls | Julie McLaughlin | Outoftheblueduo@yahoo.com.au | Monaro close Myola | 03-12-17 10:06 |
| Koah | Beverley Adamson | bannieadam@gmail.com | 62 Barron St | 03-12-17 10:00 |
| Barron Falls | zalan glen | info@fairylighthouse.com.au | 13 fairylighthouse road kuranda | 03-12-17 9:54 |
| Barron Falls | Dr Max Moulds | msmoulds@gmail.com | 4 Victor Place, Kuranda | 03-12-17 9:45 |
| Barron Falls | roger Beahan | roger.beahan@gmail.com | 29 Black Mountain Rd | 03-12-17 9:42 |
| Barron Falls | Jeffrey | Skunkos@hotmail.com | 67 Kuranda Heights Rd | 03-12-17 9:42 |
| Kuranda | Mark Ruge | ruge.mark@gmail.com | 61 Masons Rd. | 03-12-17 9:40 |
| Koah | Nadine O'Brien | nadine_obrien@yahoo.com.au | 345 Fantin Road | 03-12-17 9:39 |
| Speewah | Nathan Hainsworth | ianpingu@aol.com | 30 Enigma. Close, Speewah Qld 4881 | 03-12-17 9:34 |
| Speewah | Melissa Clinton | melissa61@iprimus.com.au | 16 Walnut Close | 03-12-17 9:30 |
| Barron Falls | aneta | a.thomsen@westnet.com.au | 21 william smith drive kuranda | 03-12-17 9:29 |
| Barron Falls | Belinda warfield | Belinda.warfield@yahoo.com.au | 8 Shiva Close Kuranda | 03-12-17 9:27 |
| Cairns | Amanda Lawrence | k.dynamics@westnet.com.au | Trinity Beach | 03-12-17 9:24 |
| Barron Falls | Peter RUCH | ppruch@dodo.com.au | 2 Fan Palm Place, KURANDA 4881 | 03-12-17 9:18 |

LETTER TO THE MAYOR OF MSC AND COUNCILLORS MCU/17/0012

LETTER TO
MSC Councillors and Mayor re MCU/17/0012
Re - Nature Based Tourism – 77 & 112 Barnwell Road, Kuranda

I/we wish to draw to your attention, the recent Development Application (DA) to Council from Reever and Ocean P/L (R&O) the owners of the former Barnwell Farm and proposed KUR-World development at 112 Barnwell Road, Kuranda.

It is understood that this DA has not been subject to community input and that Councillors have not had an adequate involvement in the decision on behalf of ratepayers. It is also understood that the approval decision has been made by a senior Council officer as the delegated authority.

With much respect, we wish to refer you to the Planning Act (PA) 2016 and the "limitations to the exercise of power" contained therein which state in No.1 ...
"The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to affect adversely, Council's relations with the public at large." The MSC council minutes of June 2017 provide advice to Councillors on the above legislation.

Councillors and Mayor, you are advised that a local public petition this week has secured many signatures which provide support to Councillors making this decision on our behalf and not the delegated authority. Councillors are advised that the action by the delegated authority is certain to adversely affect Council's relations with the public at large.

Councillors, as our elected representatives, you are asked to rescind the delegate's authority for all future decisions regarding this land and/or surrounding land and refer any DA to adequate public and proper Councillor input. Councillors, we ask you to seek input from the community and to inform yourself effectively to consider any application. You are asked to meet with a small representative group to workshop our issues regarding applications.

Mr. Mayor and Councillors you are reminded that you are our representatives. We ask you to ensure that the democratic process prevails. Be reminded that democracy is based on trust, so please do not allow trust to be undermined on your watch.

Some of our comments and objections to this DA are detailed on the attached pages 2-4.

Yours sincerely,

MSC Ratepayers and Neighbouring
residents of 112 Barnwell Road.

LETTER TO MAYOR & COUNCILLORS 1 DECEMBER 2017

Page 1

 LETTER TO THE MAYOR OF MSC AND COUNCILLORS MCU/17/0012

As neighbours we have very high concerns about this DA as follows:

This is the 3rd application for development on the same land, with all 3 applications currently being in different decision processes. The KUR-World decision is a state decision, and Mareeba Shire Council (MSC) has a 212 lot subdivision application and this DA - interim nature based tourism decision. This interim nature based tourism (with quad bikes) DA is also one of the elements of the current state EIS decision, and Cardno Planning (for Reeve & Ocean) have stated that this application is intended to form an initial stage of the ultimate (permanent) use of the site for tourism activities. In all circumstances, approval processes must be seen to be fair and transparent by your ratepayers. The DA/MCU 17/0012 approval puts such transparency into question.

1. The EIS process is currently considering a "Farm Theme Park with a dedicated area for nature based tourism" (Ref. KUR-World IAS, 2016).
2. I/we believe that this DA is really an application for approval at local government level, whilst waiting for the state government EIS decision for KUR-World. The DA describes the proposal as nature based tourism with farm animals and quad bikes.
3. I/we understand that the Rural Zoning under Mareeba Shire Council Planning Scheme (MSCPS) places restrictions on nature based tourism, yet your delegated authority has ignored many of these restrictions.
 - a. Activities included in the MSC DA are very similar/same to those activities described in the IAS and which are subject to a decision process via the EIS.

Quote from KUR-World IAS - A dedicated area for **nature based activities** such as horse riding, bush walking and hiking. **Farm Experience** spread over approximately 2ha.

Quote from Cardno Planning DA - The proposed **Nature Based** Tourism use will operate on site up to 30 June 2018. The proposal involves the development of an impermanent Nature Based Tourism enterprise on the site, providing a range of activities and experiences for site visitors, including **horse riding**, quad bike tours, **walking and hiking** and displays and shows of **rural** activities.

- b. Council's DA approval unfairly permits the proponent to begin early development work and tourism activity for the proposed KUR-World project, whilst waiting for approval via EIS. This decision by Council may be reasonably viewed by the ratepayers that the entire EIS decision process has no integrity and is "a done deal". In the interests of trust and democracy, this should not be allowed to occur. Justice and not power, should prevail here.
- c. In 3.5 of Council's approval it is stated that approval is for 60 tourists per day (on average). Does this mean that much larger numbers will be on site in peak tourism times in order to meet the average?
- d. This tourism activity has been reported by neighbours as happening without approval for at least the past 3-4 months. There have been photos in the newspapers of Ken Lee and other tourists on quad bikes. Locals have reported to Council that KUR-Cow and KUR-World buses have been operating along Barnwell Road for some time. This has been reported to Council without response.
- e. Reeve and Ocean through KUR-Cow have been very adamant that all operations have been in the interests of rural farm operations for a cattle business. This claim has allowed them to obtain approval for vegetation clearing etc., yet there are no cattle

LETTER TO THE MAYOR OF MSC AND COUNCILLORS MCU/17/0012

- breeding on the property. Cattle have been trucked in and out for photographic purposes only to maintain the charade of 'rural' and to take advantage of rural status whilst developing a tourism project without approvals.
- f. This is similar to the construction without approval of the rural dam on the property. A dam which was applied for as a rural dam, but which has never been used as such. It is our belief that this proponent and his consultants are well cognisant of the local and state legislations which apply to activity and approvals. Ratepayers would be wondering why they are not penalised for unapproved activity. Council needs to explain this to us, the ratepayers.
4. The recent DA and application for a Material Change of Use (MCU) says that they intend to operate an interim activity as Nature Based Tourism only until end June 2018.
 - a. What happens at the end of June 2018? Will MSC require the temporary infrastructure (toilets, catering, sheds, stables etc) to be removed? Will the owner be required to do improvements/restoration to the access road and any other damage to the creeks etc.
 - b. Will the first stage of KUR-World begin after 30 June, 2018 as indicated in the Cardno Planning's DA. If so, KUR-World's IAS promises of the highest international quality tourism project will morph into a hotch-potch of small add-ons.
 - c. Will MSC require a bond from R&O to cover these issues?
 - d. Are temporary infrastructure facilities suitable and safe during the cyclone season?
 - e. What constraints will Council put on this approval to prevent the applicant from seeking to extend the interim approval beyond 30 June 2018?
 - f. What compliance will Council use to uphold the approval conditions and compliance with all Local By-Laws, State and Commonwealth environmental laws?
 5. It is acknowledged that the property is Rural Zoning; however, the DA seems to accept the land as rural surrounded by rural area. This is not correct. Whilst the property is rural it is surrounded by rural residential. Does this change the code assessments and requirements for the DA approval because the rural residential information from MSCPS 2017 6.2.10.2 indicates that:
 - (c) *Development avoids areas of ecological significance.* How will quad bike riders be restricted from the creek areas and environmental buffer zones for Kuranda Tree Frog habitat?
 - (d) *Low impact activities are Acceptable.* The noise from quad bikes in a residential area; is not low impact.
 - (e) *Natural features such as creeks will be buffered from impacts.* How will riders be prevented from eroding tracks and creating erosion and sediment issues to Haren, Cain and Owen Creek?
 - (f) *Any uses should not have any adverse effects on the residential amenity of the areas.....such as noise generation, traffic generation.* Quad bikes and up to 60 visitors + staff each day, will have adverse effects on residents.
 6. There are activities listed in the DA which cause me high concern:
 - a. Noise from quad bikes etc. Much of the rural residential area surrounding the property is located in a quiet valley where noise is very noticeable as there is no background noise from industry or traffic etc. Quad bikes are a totally unacceptable activity in this area. In the DA approval (3.7) Council has conditioned the quad bike activity to restrict use to at least 150m from the northern boundary. For many months earthwork noise close to the house has been reported by residents. This is approx. 600-800m from the northern boundary.
 - b. Bus, worker and supply vehicle traffic on Barnwell Road. Stormwater; erosion and sediment issues caused by traffic particularly near Cain Creek. This area has been extensively reported to Council over the past 12 months including a personal onsite inspection by Mayor Tom Gilmore.

LETTER TO THE MAYOR OF MSC AND COUNCILLORS MC17/0012

- c. Intended use of the old Barnwell access road, not the new unapproved access. This may make Council responsible for road maintenance and require a culvert across creek; KUR-World constructed the unapproved road, yet they are planning to not use it and possibly direct the road maintenance issues and expense to MSC and the ratepayers.
7. Where is the water supply coming from for the 7 toilets and kitchen for 60 people + 15 staff? It is our understanding that the best bore on the property has a capacity of 9.3 l/sec and if this is not adequate, do they plan to pump illegally from Owen Creek for commercial use?
 8. Why is there no bushfire management plan and provision for water supply for this purpose?
 9. What are the sewerage and waste management solutions? Will food waste be transported off-site or disposed of, on-site?
 10. Dust created from additional traffic on the unsealed section of the Barnwell Road access will be a problem to residents on that road, in particular of very high concern to one residence.

SIGNED BY:

| NAME | ADDRESS | SIGNATURE | DATE |
|------------------|----------------------------|-------------|---------|
| LUCIANO CECINOT | 76 HIGH CHAPPARAL RD MYOLA | [Signature] | 2/12/17 |
| DEBRA ISGAR | 19 HIGH CHAPPARAL RD | [Signature] | 2-12-17 |
| ALLAN ISGAR | 19 HIGH CHAPPARAL RD | [Signature] | 2/12/17 |
| WAYNE TONKIN | 64 HIGH CHAPPARAL RD | [Signature] | 2/12/17 |
| CHRISTINE PEARCE | 7 High Chapparal Rd, | [Signature] | 2/12/17 |
| DEBRA PEARCE | 7 " " " | [Signature] | 2/12/17 |
| RODNEY PEARCE | 7 High " " | [Signature] | 2/12/17 |
| EATHY STYLES | 27 High Chapparal Rd | [Signature] | 2/12/17 |
| H SIGHVIND | 31 HIGH CHAPPARAL RD | [Signature] | 2/12/17 |
| Maxine Davenport | 43 HIGH CHAPPARAL RD | [Signature] | 2/12/17 |
| David Davenport | " " " | [Signature] | 2/12/17 |
| PAUL SEMMENS | 51 HIGH CHAPPARAL RD MYOLA | [Signature] | 2-12-17 |
| MARK ROSOW | 73 HIGH CHAPPARAL RD | [Signature] | 2/12/17 |
| MARGIE BURDFIELD | 64 HIGH CHAPPARAL RD | [Signature] | 2/12/17 |

LETTER TO THE MAYOR OF MSC AND COUNCILLORS MCU/17/0012

SIGNED BY:

NAME

ADDRESS

SIGNATURE

LETTER TO MAYOR & COUNCILLORS 1 DECEMBER 2017

Page 5

LETTER TO THE MAYOR OF MSC AND COUNCILLORS MCU/17/0012

LETTER TO MAYOR & COUNCILLORS 1 DECEMBER 2017

Page 6

LETTER TO THE MAYOR OF MSC AND COUNCILLORS MCU/17/0012

To: Councillor Lenore Wyatt,

We would appreciate if you could deliver this letter to The Mayor and Councillors at your earliest convenience and to also table this letter at the Council meeting of 20 December, 2017.

A written reply is requested from The Mayor on behalf of Councillors. This should be addressed to the neighbours surrounding the property at 112 Barnwell Road, Myola. It would be appreciated if Councillor Wyatt could deliver the Mayor's letter.

With regards,

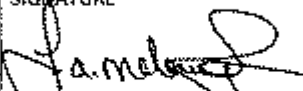
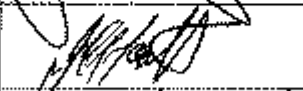
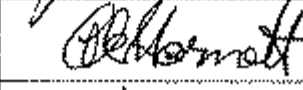
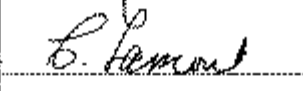
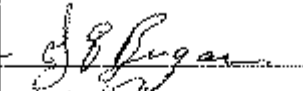
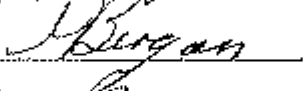
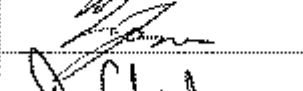
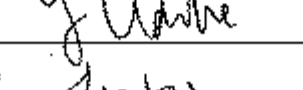
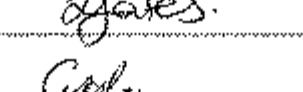
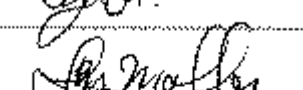


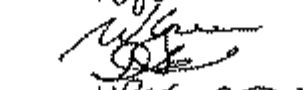
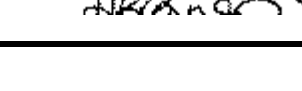


All signatories to attached letter.

*(Please regard the contents of this
communication as neither publication or
not - forwarding without approval)*

LETTER TO THE MAYOR OF MSC AND COUNCILLORS MCS/17/0012

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SIGNED BY:

| NAME | ADDRESS | SIGNATURE |
|-------------------|------------------|--|
| Julie McLaughlin | 41, Monaco Close |  |
| SIM HORNETT | 58 MONARDO CLOSE |  |
| ANN HORNETT | " " " |  |
| CATE LAMONT | 52 MONARDO CLOSE |  |
| JAMES BIRGAN | 78 BARNWELL |  |
| HANNEEN BIRGAN | ✓ |  |
| AJ JONES | 84 MONARDO CL |  |
| JACQUELINE CLARKE | 67 MONARDO CLOSE |  |
| Lauren Yates | 68 monaro close |  |
| Christopher Yates | 68 monaro close |  |
| L MOLLETT | 29 MONARDO CL |  |
| R. GANLEY | 71 MONARDO CL |  |
| Y. Ganley | 77 MONARDO CL |  |
| P GREEN | 63 MONARDO CL |  |
| N GREEN | 63 MONARDO |  |
| STEVENSON | 50 MONARDO |  |
| H BISHAM | 36 MONARDO CL | |

LETTER TO MAYOR & COUNCILLORS 1 DECEMBER 2017

LETTER TO THE MAYOR OF MSC AND COUNCILLORS MCU/17/0012

LETTER TO
MSC Councillors and Mayor re MCU/17/0012
Re - Nature Based Tourism -- 77 & 112 Barnwell Road, Kuranda

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LETTER TO MAYOR & COUNCILLORS 1 DECEMBER 2017

Page 1

LETTER TO THE MAYOR OF MSC AND COUNCILLORS MCL/17/0032

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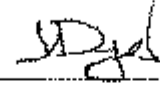

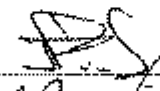
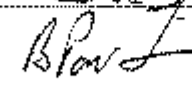
Page 2

LETTER TO THE MAYOR OF MSC AND COUNCILLORS MC/17/0012

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 - (f) *Any uses should not have any adverse effects on the residential amenity of the areas.....such as noise generation, traffic generation.* Quad bikes and up to 60 visitors + staff each day, will have adverse effects on residents.
 6. There are activities listed in the DA which cause me high concern:
 - a. Noise from quad bikes etc. Much of the rural residential area surrounding the property is located in a quiet valley where noise is very noticeable as there is no background noise from industry or traffic etc. Quad bikes are a totally unacceptable activity in this area. In the DA approval (3.7) Council has conditioned the quad bike activity to restrict use to at least 150m from the northern boundary. For many months earthwork noise close to the house has been reported by residents. This is approx. 600-800m from the northern boundary.
 - b. Bus, worker and supply vehicle traffic on Barnwell Road. Stormwater, erosion and sediment issues caused by traffic particularly near Cain Creek. This area has been extensively reported to Council over the past 12 months including a personal onsite inspection by Mayor Tom Gilmore.

LETTER TO THE MAYOR OF MSC AND COUNCILLORS MCL/17/0012

SIGNED BY:

| NAME | ADDRESS | SIGNATURE |
|----------------|-------------------------|---|
| J Dyer | 23 Monaro Cl Myola |  |
| K. N. Edwards | 28 Monaro Cl Myola |  |
| J. H. EDWARDS. | 28 MONARO CL. MYOLA. |  |
| B Parker | 11 Monaro Cl Myola |  |
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LETTER TO MAYOR & COUNCILLORS 1 DECEMBER 2017

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LETTER TO THE MAYOR OF MSC AND COUNCILLORS MCB/17/0032

To: Councillor Lenore Wyatt,

We would appreciate if you could deliver this letter to The Mayor and Councillors at your earliest convenience and to also table this letter at the Council meeting of 20 December, 2017.

A written reply is requested from The Mayor on behalf of Councillors. This should be addressed to the neighbours surrounding the property at 117 Barnwell Road, Myola. It would be appreciated if Councillor Wyatt could deliver the Mayor's letter.

With regards,

All signatories to attached letter.



Schedule 1

Planning Act 2016 ("PLAA")
CHAPTER 2 – PLANNING
Part 3 – State Planning Instruments

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Person | 10(2)(c) | Power to make a written submission about the instrument to the Minister. |

Part 3 – Local Planning Instruments
Division 2 – Making or amending planning schemes

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Local Government | 18(1) | Power to propose to make or amend a planning scheme. |
| Local Government | 18(2) | Power to give notice of the proposed planning scheme or proposed amendment to the Chief Executive. |
| Local Government | 18(3) | Power to consult with the Chief Executive. |
| Local Government | 18(3)(b) | Power to consider amended notice given by the Chief Executive about the process for making or amending the planning scheme |
| Local Government | 18(6) | Power to make or amend the planning scheme by following the process in the notice or amended notice. |
| Local Government | 19(1) | Power to apply a planning scheme as a categorising instrument in relation to prescribed tidal works in the tidal area for its non-port local government area, to the extent prescribed by regulation. |
| Local Government | 20(2) | Power to amend a planning scheme by following the process in the Minister's rules. |
| Local Government | 21 | In certain circumstances, power to follow the process in the Minister's rules for making or amending an LGIP. |
| Local Government | 22(1) | Power to amend a planning scheme policy by following the process in the Minister's rules. |
| Local Government | 23(1) | Power to make a TLPI if the local government and Minister decide – a) there is significant risk of serious adverse cultural, economic, environmental or social conditions happening in the local government area; b) the delay involved in using the process in sections 18 to 22 to make or amend another local planning instrument would increase the risk; and c) the making of the TLPI would not adversely affect State interests. |
| Local Government | 23(2) | Power to amend a TLPI if the Minister decides the amendment of the TLPI would not adversely affect State interests. |
| Local Government | 23(4) | Power to make or amend a TLPI by following the process in the Minister's rules. |
| Local Government | 24(5) | Power to repeal a TLPI by making, or amending, a planning scheme to specifically repeal the TLPI. |
| Local Government | 25(1)(a) | Power to review planning scheme. |

 Instrument of Delegation
 Planning Act 2016

Current as at 1 July 2017

| | | |
|------------------|----------|---|
| Local Government | 25(1)(b) | Power to decide, based on that review, whether to amend or replace the planning scheme. |
| Local Government | 25(2) | Power to: a) give written reasons for the decision to the Chief Executive; b) publish a public notice in the approved form about the decision; and c) keep a copy of the public notice in a conspicuous place in the local government's public office for a period of at least 40 business days after the notice is published. |
| Local Government | 25(3) | Power to undertake an LGIP review. |

Division 3 – State Powers for local planning instruments

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Local Government | 26(3)(c) | Power to may make a submission to the Minister about taking the action. |
| Local Government | 26(4)(a) | Power to take action in accordance with Minister's direction under a Notice. |
| Local Government | 26(4)(b) | Power to take other action in accordance with Minister's direction. |

Part 4 - Superseded Planning Schemes

Division 1 – Applying superseded planning schemes

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|---|
| Local Government | 29(4)(a) | Power to accept, assess and decide a development application (a superseded planning scheme application) under a superseded planning scheme. |
| Local Government | 29(4)(b) | Power to apply a superseded planning scheme to the carrying out of development that was accepted development under the superseded planning scheme. |
| Local Government | 29(6) | Power to decide whether or not to agree to a superseded planning scheme request within the period prescribed by, or extended as required under, the regulation. |
| Local Government | 29(7) | Power to give a decision notice to the person who made the superseded planning scheme request. |

Division 2 - Compensation

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Local Government | 30(5) | Power to prepare a report assessing feasible alternatives for reducing the risk stated in subsection (4)(e), including imposing development conditions on development approvals. |
| Local Government | 32(1)(a) | Power to approve all or part of a compensation claim. |
| Local Government | 32(1)(b) | Power to refuse a compensation claim. |
| Local | 32(1)(c) | Power to give a notice of intention to resume the affected owner's interest in |

| | | |
|--|-------|--|
| Government | | premises under the Acquisition Act, section 7. |
| Local Government | 32(2) | Power to decide to amend the planning scheme to allow premises to be used for the purposes that the premises could be used for under the superseded planning scheme. |
| Local Government's Chief Executive Officer | 32(3) | Power to give the affected owner: a) notice of intention to resume; b) a notice that states the local governments decision and the amount of compensation to be paid and then affected owners appeal rights. |

Part 5 - Designation of premises for development of infrastructure

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Designator | 35(1) | Power to identify premises for the development of 1 or more types of infrastructure that are prescribed by regulation. |
| Designator | 35(2) | Power to include designation requirements about any of the matter contained in 35(2)(a)-(c). |
| Designator | 36(1)(a) | Power to be satisfied that the infrastructure will satisfy statutory requirements, or budgetary commitments, for the supply of the infrastructure. |
| Designator | 36(1)(b) | Power to be satisfied that there is or will be a need for the efficient and timely supply of the infrastructure. |
| Local Government | 36(7)(e) | Power to make submission to a Designator in relation to making or amending a designation. |
| Local Government | 37(6) | Power to follow the process in the designation process rules before making or amending a designation. |
| Designator | 38(1) | Power to:- a) consider properly made submissions; b) decide to make or amend a designation; and c) publish a gazette notice. |
| Designator | 39(2) | Power to extend the duration of a designation, for up to 5 years, by publishing a gazette notice about the extension before the designation stops having effect. |
| Public Sector Entity | 39(4) | Power to discontinue proceedings to resume designated premises. |
| Designator | 40(1) | Power to repeal a designation by publishing a gazette notice that states— a) that the designation is repealed; and b) a description of the designated premises; and c) the type of infrastructure for which the premises were designated; and d) the reasons for the repeal. |
| Designator | 41(4) | Power to: a) repeal the designation; b) decide to refuse the request; and c) decide to take other action that designator considers appropriate in the circumstances. |
| Designator | 41(5) | Power to give a decision notice. |
| Local Government | 42(2) | Power to include a note about the making amendment extension or appeal in the planning scheme. |
| Local | 42(4) | Power to include a note the planning scheme in a way that ensures the other provisions of the scheme that apply to the designated premises remain |

 Instrument of Delegation
 Planning Act 2016

Current as at 1 July 2017

| | | |
|------------|--|------------|
| Government | | effective. |
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CHAPTER 3 – DEVELOPMENT ASSESSMENT

Part 1 - Types of development and assessment

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Local Government | 46(2)(a) | Power to give an exemption certificate for a development. |
| Local Government | 46(3)(a) | Power to seek agreement from referral agencies about the giving of an exemption certificate. |

Part 2 - Development applications

Division 2 – Making or changing applications

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Owner | 51(2) | Power to give owner's consent |
| Assessment Manager | 51(4)(c) | Power to accept an application that does not comply with subsection (1)(a) or (b)(i). |
| Assessment Manager | 51(4)(d) | Power to accept an application that does not comply with subsection (1)(b)(ii) to the extent the required fee has been waived under section 109(b). |
| Assessment Manager | 53(3) | Power to assess and decide a development application even if some of the requirements of the development assessment rules about the notice have not been complied with, if the assessment manager considers any noncompliance has not— (a) adversely affected the public's awareness of the existence and nature of the application; or (b) restricted the public's opportunity to make properly made submissions about the application. |
| Assessment Manager | 53(4)(a) | Power to consider submissions about a development application. |
| Assessment Manager | 53(10) | Power to give notice on behalf of an applicant to a referral agency for a fee. |

Part 3 - Assessing and deciding development applications

Division 1 – Referral agency's assessment

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|---|
| Assessment Manager | 54(5) | Power to give a copy of a development application on behalf of an applicant to a referral agency for a fee. |

Division 2 – Assessment manager's decision

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Assessment Manager | 60(2)(b) | Power to decide to approve the application even if the development does not comply with some of the assessment benchmarks. |

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| Assessment Manager | 60(2)(c) | Power to impose development conditions on an approval. |
| Assessment Manager | 60(2)(d) | To the extent the development does not comply with some or all the assessment benchmarks, power to decide to refuse the application only if compliance cannot be achieved by imposing development conditions. |
| Assessment Manager | 60(3)(a) | Power to decide to approve all or part of the application. |
| Assessment Manager | 60(3)(b) | Power to decide to approve all or part of the application, but impose development conditions on the approval. |
| Assessment Manager | 60(3)(c) | Power to decide to refuse the application. |
| Assessment Manager | 60(5) | Power to give a preliminary approval for all or part of the development application, even though the development application sought a development permit. |
| Assessment Manager | 61(3)(a)(i) | Power to decide to approve all or some of the variations sought. |
| Assessment Manager | 61(3)(a)(ii) | Power to decide to approve different variations from those sought. |
| Assessment Manager | 61(3)(b) | Power to decide to refuse the variation orders sought. |
| Assessment Manager | 63(1) | Power to give a decision notice. |
| Assessment Manager | 63(4) | Power to publish a notice about the decision on the assessment managers website. |
| Assessment Manager | 64(6)(a) | Power to give an applicant a decision notice which approves the application. |
| Assessment Manager | 64(6)(b) | Power to give an applicant a decision notice which approves the application subject to development conditions. |

Division 3 – Development conditions

| Entity power given to | Section of PA | Description |
|--|---------------|---|
| Assessment Manager/ Referral Agency | 67 | Power to make an agreement with an applicant to establish the responsibilities, or secure the performance, of a party to the agreement about a development condition. |

Part 5 - Development Approvals
Division 2 – Changing development approvals
Subdivision 1 – Changes during appeal period

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|---|
| Assessment Manager | 75(4)(b)(ii) | Power to provide an applicant with a notice that they do not agree with the change representations. |
| Assessment Manager | 75(4)(b)(iii) | Power to agree with an applicant to a longer period to make change representations. |
| Assessment Manager | 76(1) | Power to assess change representations against and having regard to the matters that must be considered when assessing a development application to |

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|--------------------|-------|--|
| | | the extent those matters are relevant. |
| Assessment Manager | 76(2) | Power to give a negotiated decision notice. |
| Local Government | 76(6) | Power to give a replacement infrastructure charges notice to an applicant. |

Subdivision 2 – Changes after appeal period

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Assessment Manager | 78(3)(c) | Power to consider a change application. |
| Responsible Entity | 79(2)(a) | Power to be satisfied that an application complies with subsection (1). |
| Assessment Manager | 79(2)(b) | Power to be satisfied the application complies with subsection (1)(b)(iii). |
| Responsible Entity | 79(2)(c) | Power to accept an application that does not comply with subsection (1)(a) or (b)(ii). |
| Responsible Entity | 79(2)(d) | Power to accept an application that does not comply with subsection (1)(b)(i) to the extent the required fee has been waived under section 109(b). |
| Affected Entity | 80(3) | Power to give the person who proposes to make the change application a notice (a pre-request response notice) that states— (a) whether the affected entity objects to the change; and (a) the reasons for any objection. |
| Affected Entity | 80(5)(a) | Power to give a responsible entity and the applicant a response notice that states that the affected entity has no objection to the change. |
| Affected Entity | 80(5)(b) | Power to give a responsible entity and the applicant a response notice that states that the affected entity objects to the change and the reasons for objection. |
| Responsible Entity | 81(3)(a) | Power to assess against, or have regard to, the matters that applied when the development application was made. |
| Responsible Entity | 81(3)(b) | Power to assess against, or have regard to, the matters that applied when the change application was made. |
| Responsible Entity | 81(4)(a) | Power to make the change, with or without imposing development conditions, or amending development conditions, relating to the change. |
| Responsible Entity | 81(4)(b) | Power to refuse to make the change. |
| Responsible Entity | 81(7) | Power to agree with applicant to an extension for a minor change application. |

Subdivision 3 – Notice of Decision

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|----------------------------------|
| Responsible Entity | 83(1) | Power to give a decision notice. |

Division 3 – Cancelling development approvals

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|---|
| Assessment Manager | 84(4) | Power to cancel the development approval and give notice of the cancellation. |

Division 4 – Lapsing of and extending development approvals

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Assessment Manager | 86(3)(a) | Power to be satisfied that an application complies with subsection (2). |
| Assessment Manager | 86(3)(b) | Power to be satisfied that an application complies with subsection (2)(b)(ii) before an application can be accepted. |
| Assessment Manager | 86(3)(c) | Power to accept an application that does not comply with subsection (2)(a). |
| Assessment Manager | 86(3)(d) | Power to accept an application that does not comply with subsection (2)(b)(i) to the extent the required fee has been waived under section 109(b). |
| Assessment Manager | 87(1) | Power to consider any matter that the assessment manager considers relevant, even if the matter was not relevant to assessing the development application. |
| Assessment Manager | 87(2)(a) | Power to decide whether to give or refuse the extension sought. |
| Assessment Manager | 87(2)(b) | Power to decide extend the currency period for a period that is different from the extension sought. |
| Assessment Manager | 87(3) | Power to agree to extend the 20 business day period. |
| Assessment Manager | 88(3) | Power to any use security paid under a condition stated in section 65(2)(e) in the approval or agreement under section 67. |

Division 5 – Noting development approvals on planning schemes

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Local Government | 89(1)(a) | Power to consider whether a development approval is substantially inconsistent with its planning scheme. |
| Local Government | 89(1)(b) | Power to give a variation approval. |

Part 6 - Minister's powers
Division 3 – Minister's call in

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Person | 102(2) | Power to make representations about the proposed calling notice. |
| Decision-maker | 105(3) | Power to provide Minister with reasonable help. |

Part 7 - Miscellaneous

| Entity power given to | Section of PA | Description |
|---|---------------|--|
| Assessment Manager or Referral Agency or Responsible Entity | 109(a) | Power to refund all or part of a required fee. |
| Assessment Manager or Referral Agency or Responsible Entity | 109(b) | Power to waive all or part of a required fee, in the circumstances prescribed by regulation. |

CHAPTER 4 – INFRASTRUCTURE
Part 2 - Provisions for Local Governments
Division 2 – Changes for trunk infrastructure
Subdivision 2 – Charges resolutions

| Entity power given to | Section of PA | Description |
|--|---------------|---|
| Participating Local Government for a distribution-retailer | 115(2) | Power to enter into an agreement (a breakup agreement) about the charges breakup. |

Subdivision 3 – Levying charges

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Local Government | 119(2) | Power to give an infrastructure charges notices. |
| Local Government | 119(5) | Power to give an applicant an amended infrastructure charges notice. |

Subdivision 4 – Payment

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Local Government | 123(1)(a) | Power to make an agreement with recipient of an infrastructure charges notice about whether the levied charge under the notice may be paid other than as required under section 122 including whether the charge may be paid by instalments. |
| Local Government | 123(1)(b) | Power to make an agreement with recipient of an infrastructure charges notice about whether infrastructure may be provided instead of paying all or part of the levied charge. |

Subdivision 5 – Changing charges during relevant appeal period

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|---|
| Local Government | 125(2) | Power to consider representations. |
| Local Government | 125(3) | Power to give a negotiated notice to the recipient. |

Subdivision 2 – Changing charges during relevant appeal period

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Local Government | 131(2) | Power to agree to an alternative payment time. |
| Local Government | 135(3) | Power to make an agreement with a payer in relation to a refund. |

Division 4 – Miscellaneous provisions about trunk infrastructure
Subdivision 1 – Conversion of particular non-trunk infrastructure before construction starts

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|---|
| Local Government | 140(1) | Power to consider and decide the conversion application. |
| Local Government | 140(3) | Power to give the applicant a notice requiring the applicant to give information that the local government reasonably needs to make the decision. |
| Local Government | 142(3) | Power to amend the development approval by imposing a necessary infrastructure condition for the trunk infrastructure. |

Subdivision 2 – Other Provisions

| | | |
|------------------|--------|--|
| Local Government | 144(2) | Power to make an agreement with an applicant in relation to a levied charge. |
|------------------|--------|--|

Part 3 - Provisions for State infrastructure providers

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|---|
| Local Government | 149(2)(b) | Power to agree with the state infrastructure provider and the person who provided the replacement infrastructure about when the amount of the levy charge will be paid. |

Part 4 - Infrastructure agreements

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|---|
| Public Sector Entity | 151(2) | Power to tell the entity making the proposal if the recipient agrees into entering into a negotiations for an infrastructure agreement. |
| Public Sector Entity | 158(1)(a) | Power to enter into an agreement with a person about providing or funding infrastructure. |

| | | |
|----------------------|-----------|---|
| Public Sector Entity | 158(1)(b) | Power to enter into an agreement with a person about refunding payments made towards the cost of providing or funding infrastructure. |
|----------------------|-----------|---|

CHAPTER 5 – OFFENCES AND ENFORCEMENT

Part 3 - Enforcement notices

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|---|
| Enforcement authority | 167(1)(a) | Power to form reasonable belief that a person has committed, or is committing, a development offence. |
| Enforcement Authority | 167(1)(b) | Power to consider giving an enforcement notice for an offence to a person. |
| Enforcement Authority | 167(2) | Power to give show cause notice. |
| Enforcement Authority | 167(4) | Power to give an enforcement notice to a person if it still considers it appropriate to do so. |
| Enforcement Authority | 167(5)(b) | Power to form reasonable belief that it is not appropriate in the circumstances to give the show cause notice. |
| Enforcement Authority | 168(1) | Power to form reasonable belief a person has committed, or is committing, a development offence, and give an enforcement notice to— (a) the person; and (b) if the offence involves premises and the person is not the owner of the premises—the owner of the premises. |
| Enforcement Authority | 168(4)(a) | Power to form a reasonable belief that it is not possible or practical to take steps to make the development accepted development. |
| Enforcement Authority | 168(4)(b) | Power to form a reasonable belief that it is not possible or practical to take steps to make the works comply with a development approval. |
| Enforcement Authority | 168(4)(c) | Power to form a reasonable belief that the works are dangerous. |
| Enforcement Authority | 169(2)(a) | Power to consult with a private certifier about the giving of a notice. |
| Enforcement Authority | 169(3) | Power to form a reasonable belief the works for which the enforcement notice is to be given are dangerous. |
| Enforcement Authority | 169(5) | Power to carry out consultation in the way the enforcement authority considers appropriate. |

Part 4 - Offence proceedings in Magistrates Court

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Person | 174(1) | Power to bring offence proceedings. |
| Representative Person | 175(1)(a) | Power to bring offence proceedings by consent for proceedings brought on behalf of a body of persons or a corporation. |
| Representative Person | 175(1)(b) | Power to bring offence proceedings by consent for proceedings brought on behalf of an individual. |
| Enforcement Authority | 176(10)(a) | Power to take action required under an order. |
| Enforcement | 176(10)(b) | Power to recover the reasonable cost of taking the action as a debt owing to |

| | | |
|-----------------------|-----------|--|
| Authority | | the authority from the defendant. |
| Enforcement Authority | 178(1)(b) | Power to apply to a Magistrate for an order for the payment of expenses. |

Part 5 - Enforcement orders in P&E Court

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Person | 180(1) | Power to start proceedings in the P&E Court for an enforcement order. |
| Person | 180(11) | Power to apply to the P&E Court for a compliance order. |
| Enforcement authority | 180(13)(b) | Power to take action required under an order. |
| Enforcement Authority | 180(13)(b) | Power to recover the reasonable cost of taking the action as a debt owing to the authority from the defendant. |
| Person | 181(4) | Power to apply to the P&E Court to cancel or change an enforcement order or interim enforcement order. |

CHAPTER 6 – DISPUTE RESOLUTION
Part 1 - Appeal rights

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Appellant | 229(2) | Power to start an appeal within the appeal period. |
| Assessment Manager | 229(5) | Power to apply to the tribunal of the P&E court to withdraw from the appeal if an appeal is only about a referral agencies response. |

Division 2 – Applications for declaration

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Person | 239(1) | Power to start proceedings for a declaration by a tribunal by filing an application, in the approved form, with the registrar. |
| Assessment Manager | 240(1) | Power to start proceedings for a declaration about whether a development application is properly made. |
| Responsible Entity | 241(2) | Power to start proceedings for a declaration about whether the proposed change to the approval is a minor change. |

CHAPTER 7 – MISCELLANEOUS
Part 2 - Taking or purchasing land for planning purposes

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Local Government | 263(1)(a) | Power to consider that taking or purchasing land would help to achieve the outcomes stated in a local planning instrument. |
| Local Government | 263(1)(b)(i) | Power to be satisfied that the development would create a need to construct infrastructure on land or to carry drainage over land. |
| Local | 263(1)(b) | Power to be satisfied that a person with the benefit of the approval has taken |

| | | |
|------------------|----------------|---|
| Government | (ii) | reasonable steps to get the agreement of the owner of the land to actions that would facilitate the construction or carriage, but has not been able to get the agreement. |
| Local Government | 263(1)(b)(iii) | Power to be satisfied that action is necessary for the development. |

CHAPTER 8 – TRANSITIONAL PROVISIONS AND REPEAL

Part 1 - Transitional provisions for the repeal of Sustainable Planning Act 2009

Division 3 – Planning

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|---|
| Local Government | 293(5) | Power to make an amendment of a type mentioned in subsection (1) by following the process set out in the rules. |

Division 5 – Infrastructure

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|---|
| Local Government | 304(4)(a) | Power to adopt charges under section 113. |
| Local Government | 304(4)(b) | Power to give an infrastructure charges notice under section 119. |
| Local Government | 304(4)(c) | Power to impose conditions about trunk infrastructure under section 128 or 130. |

Division 6 – Enforcement and dispute resolution

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|--|
| Person | 312 | Power to bring a proceeding under the section of the old Act stated in column 2, after the commencement, whether the matter happened before or after the commencement. |

Division 7 – Miscellaneous

| Entity power given to | Section of PA | Description |
|-----------------------|---------------|---|
| Local Government | 314(5) | Power to apply funds received under a funding agreement to fulfil the local government's responsibilities under subsections (3) or (4), as required by the local government's policy under the unamended old Act, section 143(2). |

Mareeba Shire Council

OFFICER'S REPORT

SUBJECT: DELEGATIONS

MEETING: Ordinary

MEETING DATE: 21 June 2017

**REPORT OFFICER'S
TITLE:** Manager Development and Governance

DEPARTMENT: Corporate and Community Services

EXECUTIVE SUMMARY

As part of the monthly delegations update service provided by MacDonnells Law, Council is advised of amendments to various pieces of legislation that require amendments to existing delegations or new delegations to be made by Council. The only changes proposed in this report relate to the Planning Act 2016.

OFFICER'S RECOMMENDATION

"That:

1. Council delegates the exercise of the powers contained in the attached Instrument of Delegation to the Chief Executive Officer, with such powers to be exercised subject to any limitations contained in Schedule 1 of the Instrument of Delegation.
2. Any prior delegations of power relating to the same matters contained in the attached Instrument of Delegation are revoked."

BACKGROUND

At the meeting of Council held on 21 January 2015, Council delegated to the Chief Executive Officer the necessary statutory powers under various pieces of legislation to enable him to perform the requirements of his role effectively and efficiently manage the operations of the Council.

Council subscribes to a monthly delegations update service provided by MacDonnells Law, under which MacDonnells review the myriad pieces of legislation that provide statutory powers to local government and they then advise the subscribing Councils of any changes to legislation that require amendment of existing delegations or new delegations to be made by Council.

The Instruments of Delegation attached to this report set out those pieces of legislation recently reviewed by MacDonnells and the delegations to be made as a result thereof.

The Planning Act 2016 ("PLAA") was passed in Parliament on 25 May 2016, and commences on 3 July 2017. The PLAA replaces the Sustainable Planning Act 2009 ("SPA").

Advice from Macdonnells Law 'that from 3 July 2017, Council should implement delegations for PLAA in accordance with the enclosed instrument. However, it is recommended Council

continues to maintain its existing delegations under SPA after 3 July, as there are transitional arrangements under the PLAA for existing development applications and other existing planning matters that means SPA continues to apply in some circumstances.'

Macdonnell's Law have also advised 'that a Planning Regulation will eventually be enacted to accompany the PLAA. A Planning Regulation exists in draft form, but has not yet been enacted. Once it has been, we will finalise tables of delegable powers and relevant instruments for the Planning Regulation, and circulate them to our subscribing Councils to adopt.'

Limitations to the Exercise of Power

All delegations are made subject to the following limitations:

1. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to affect adversely, Council's relations with the public at large.
2. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
3. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.

LINK TO CORPORATE PLAN

GOV 6: Conduct a work management systems and procedures review to develop an efficient organisation supported by cost effective work practices and systems.

CONSULTATION

Internal

Director Corporate and Community Services

External

MacDonnell's Law

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

There are legal implications for local government if management is not aware of the delegated powers and powers of authorised persons that are required for their sections to operate efficiently.

The statutory powers of employees, whether delegated to their position by the Chief Executive Officer or obtained as a result of an appointment as an authorised person under particular statutes, will be invalid if they cannot be supported by an instrument documenting the particulars.

In the case where Council is challenged on an action taken or a decision made by its employees, there needs to be proof that the employee held the powers required to do so. Such documentation is known as the instrument and is required for delegations, sub-delegations and appointments. Section 260 requires the CEO to establish and maintain a register of delegations and make it available to the public.

3

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS*Capital*

Nil

Operating

Nil

IMPLEMENTATION/COMMUNICATION

Nil

ATTACHMENTS

1. Instrument of Delegation

Date Prepared: 22 May 2017

INSTRUMENT OF DELEGATION

Mareeba Shire Council *Planning Act 2016*

Under section 267 of the Local Government Act 2009, Mareeba Shire Council resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 2

Limitations to the Exercise of Power

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

[2017 07 01 - PLAA - Delegation Instrument - Mareeba]

ITEM-36 **PETITION TO CLEAN UP KUR-WORLD DAM FAILURE IN
OWEN CREEK CATCHMENT BEFORE THE SEDIMENT
LOAD DESTROYS MORE ENDANGERED KURANDA
TREE FROG HABITAT**

MEETING: Ordinary

MEETING DATE: 20 December 2017

**REPORT OFFICER'S
TITLE:** Chief Executive Officer

DEPARTMENT: Office of the CEO

EXECUTIVE SUMMARY

This report introduces a "petition" which was received by Council on 21 November 2017, by email from the Kuranda Region Planning Group. The petition reads "Petition to clean up KUR-World dam failure in Owen Creek catchment before the sediment load DESTROYS MORE endangered Kuranda Tree Frog habitat". A copy of the document is attached along with a follow up email of comments.

The document does not meet the requirements of a formal submission, however it is being presented to Council for consideration if it is to be accepted as a petition or not, and if so, a decision of what action to take.

OFFICER'S RECOMMENDATION

"That Council receive the document as a petition and refer it to officers for a report. "

BACKGROUND

In terms of Council's Standing Orders, Council has three (3) options with regard to petitions that are tabled and these are:

1. The petition be received and consideration stand as an order of the day for the meeting; or for a future meeting; or
2. Petition be received and referred to a committee or officer for consideration and a report to the local government; or
3. The petition not be received.

The petition does not meet the requirements as per the Standing orders, in that it is legible and has more than 10 signatures. The Petition has no signatures however a list of 107 names, localities, email addresses and some comments from people who purportedly support the petition was submitted as a separate document.

The document does not meet the requirements of a formal submission it is being presented to Council for consideration if it is to be accepted as a petition or not, and if so a decision of what action to take.

The petition reads as follows:

“Petition to clean up KUR-World dam failure in Owen Creek catchment before the sediment load DESTROYS MORE endangered Kuranda Tree Frog habitat.”

The Petition is attached as part of this report.

LINK TO CORPORATE PLAN

GOV Sound decision-making based on the understanding and confidence of the community, reflected in responsible long-term financial sustainability and clear strategic direction built around core local government business and affordable levels of service.

CONSULTATION

Internal
Nil

External
Nil

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL & RESOURCE IMPLICATIONS

Capital
Nil

Operating
Nil.

Is the expenditure noted above included in the 2017/2018 budget?
No

If not you must recommend how the budget can be amended to accommodate the expenditure
No.

IMPLEMENTATION/COMMUNICATION

The Head Petitioner will be notified of Council's decision.

ATTACHMENTS

1. Copy of petition;

Date Prepared: *8 December 2017*

From: Jo Martin
Sent: 21 Nov 2017 12:24:49 +1000
To: Info (Shared);compliance@environment.gov.au
Subject: KUR-World petition submission - clean up KUR-World dam failure in Owen Creek catchment and destruction of endangered Kuranda Tree Frog habitat
Attachments: PETITION-TO-CLEAN-UP-KUR-WORLD-RAINFOREST-CREEK-RESIDENT-RATEPAYER-COMMENTS.pdf, PETITION-TO-CLEAN-UP-KUR-WORLD-RAINFOREST-CREEK-RESIDENT-RATEPAYER-DATA.xls

Please find attached relevant data for community petition submission.

From: Kuranda Region Planning Group [mailto:info@kurandaregion.org]
Sent: Tuesday, November 21, 2017 12:18 PM
To: jo@ojoonline.com
Subject: PETITION SUBMISSION: clean up KUR-World dam failure in Owen Creek catchment before sediment load DESTROYS MORE endangered Kuranda Tree Frog habitat

KURANDA REGION PLANNING GROUP COMMUNITY PETITIONS

[View this email in your browser](#)



Petition to clean up KUR-World dam failure in Owen Creek catchment before the sediment load DESTROYS MORE endangered Kuranda Tree Frog habitat. See video of condition of creek below.

Did you know the KUR-World development site has belched tonnes of clay from the failure of the dam wall - upstream of Owen Creek in Myola? This environmental disaster happened in **December 2015 and still hasn't been cleaned up.**

The sediment load is waiting for rain to carry it down to critically endangered Kuranda Tree frog habitat, then into the Barron River, out to sea onto the struggling Great Barrier Reef. There is no good reason why it shouldn't have already been cleaned up **22 months later.**

PETITION SUBMISSION: 21 November 2017

PETITION ROWS: 106 Kuranda Region Residents & Ratepayers, [click to download](#)

Document Set ID: 3330123

Version: 1, Version Date: 21/11/2017

[comments PDF](#)

PETITION RAW DATA - sent to Mareeba Shire Council - XLS 21 November 2017

BARNWELL / KUR-WORLD / KUR-COW
 DAMAGE TO RAINFOREST CREEKS - HABITAT FOR 3 FEDERALLY LISTED SPECIES

SERIES 1
BEFORE & AFTER EARTHWORKS
LOCATION OF ACTIONS ON SITE



SERIES 2
SURVEYS FOR ENDANGERED FROGS
AND OTHER WILDLIFE ON BARNWELL
ROAD HOLDING OF CONRAD
HOSKIN with mapped extents for
endangered species:

- Kuranda Tree Frog *Litoria myola*
- Australian Mountain Frog *Litoria dayi*
- Myola Palmyra *Montophrynus*



SERIES 3

- DAM WALL LOST IN RAIN EVENT DEC 2014
- RAIN EVENTS JUN-JUL 2015 MOVES SEDIMENTATION IN RAINFOREST CREEK BEHIND DAM WALL DOWNSTREAM TOWARD BARRON RIVER
- 18 MONTHS AFTER DAM WALL FAILED, SEDIMENTATION CONTINUES TO DEVASTATE RAINFOREST CREEK

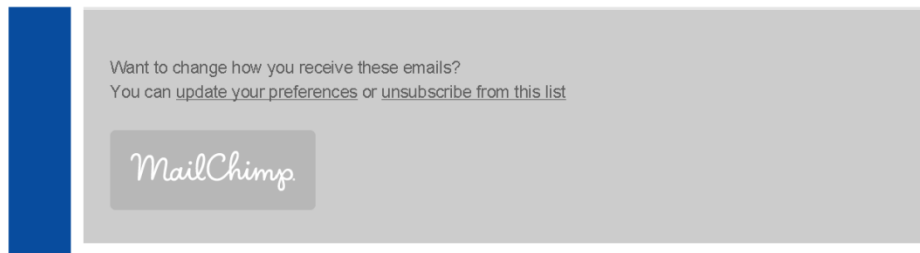


*Clean up KUR-World dam failure in Owen Creek catchment before the sediment load
DESTROYS MORE endangered Kuranda Tree Frog habitat*

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You signed up to receive news from www.kurandaregion.org

Our mailing address is:
Kuranda Region Planning Group
Recreation Centre
Kuranda, Qld 4881
Australia

[Add us to your address book](#)



Petition to clean up KUR-World dam failure in Owen Creek catchment before the sediment load DESTROYS MORE endangered Kuranda Tree Frog habitat.

PETITION SUBMISSION: 21 November 2017

PETITION ROWS: 108 Kuranda Region Residents & Ratepayers

PETITION RAW DATA: sent to Mareeba Shire Council .XLS 21 November 2017

WEBPAGE: <http://kurandaregion.org/kur-alert-armchair-direct-action/>

RESIDENT / RATEPAYER COMMENTS

--

Hope this national disaster is addressed immediately.

--

"Ken Lee has shown blatant disregard for the environment. Most people of Kuranda completely condemn this foul pretentious plan that is being sneakily developed. The local council seems to be in cahoots with this vandal. The Kuranda voters would view action taken by environment ministers AGAINST Ken Lee as a decent job done and a Duty of Care for Kuranda fulfilled .Thankyou.

--

This should never have been given the go ahead in the first place. For Ken lee to think that we honestly believe him when he says he is putting in and Environmental centre, after the blatant destruction he has already done, it's a joke. This whole endeavour smacks of greed .

--

The way this development has been handled is atrocious, and it should be stopped immediately! Just because a developer has the funds to do something (and to line pockets of politicians) doesn't mean he should be given carte blanche.

--

When ordinary citizens do illegal actions they are fined and required to repair, why then are developer allowed to do such blatant illegal environment damage without consequence?

--

Environmentally inappropriate, huge stress on existing infracture and lifestyle. Concerned that project will not deliver on promises leaving community to bear costs.

--

Please stop this disastrous 'development from destroying a pristine environment, purely for the short term profit of o/s money makers.

--

Please take a common sense response, and STOP this irresponsible 'development', destroying pristine rainforest purely for overseas PROFIT!

--

I am appalled Government department office holders are “turning a blind eye” to obvious breaches is corruption. I do not accept government departments ignoring breaches. As a taxpayer and ratepayer I do not accept this behaviour from our elected officials or office bearers.

--

Please act now before the wet season really sets in.

--

I have to clean up my mess, way das Kur-World get away without

--

Fuck KurWorld.

--

Steven and Anthony you need to address the concerns of the residents of this area. This development changes from one week to the next, which implies they do not know what they are doing or they do not care about the beautiful flora and fauna of this area.

--

We need to conserve and protect our Kuranda Tree Frog habitat. Enforce regulations now to clean up the Rainforest creek behind the failed mega-dam wall.

--

Please do not ignore our sincere concerns

--

Hello is there anybody out there? Can someone please do something about this mess. Please. It's raining and there's only one direction tonnes of clay is going to go... onto more critically endangered Litoria myola habitat. What's the point of having all this legislation around endangered species if no one is going to do anything to actually protect them from a situation that we know - absolutely for sure - is going to happen. The water is running one way only.

--

This should not be left. Action is required to clean up this mess!

--

No KUR-World mega-size development, which damages our important rainforest biodiversity! Protect animals, plants, reef and rainforest forever!

--

The KUR-world development is inappropriate for Kuranda. This proves it!!

--

Dear Ministers Miles and Lynham

I write to you to support immediate remedial action being undertaken on the site of the KUR-World Development to support protection of the critically endangered Kuranda Tree Frog, Litoria Myola, and the endangered Southern Cassowary.

This project has taken law into it's own hands, flouting proper process with the wilful intention of benefitting from evading the laws set in place to protect the environment, and in turn the community. Legal proceedings should be immediately undertaken to against the developer both in order to maintain adherence to the law and also to set a standard for future developments and developers. We all need to be held accountable for our actions rather than bypass them when convenient.

I hope this will meet with you immediate support. Thank you.

--

We have a 10 acre rural block in Kuranda with a running creek, platypus, frogs, cassowaries et al 144 different wildlife species have been identified There is no way I would a. dream of destroying this vital habitat. B. Be allowed by Council, DERM or Federal Environmental agencies. to carry out the environmental destruction the KUR- world developers have actioned without severe penalties. We live in one of the very few remaining areas of Tropical Rainforest in the world. Australia is supposedly a First World Nation: it is our responsibility to protect our pristine habitat and environment. The Government needs to act.

This is totally unacceptable

--

Why hasn't this been addressed and repaired long before now? Other than the endangered fauna and flora on this site, nothing else matters much!

--

This is critical habitat for the endangered endemic Kuranda Tree Frog...we are sick of being walked over by council and developers...talk to the Threatened Species Commissioner about this

--

We don't need large-scale development on the Atherton Tablelands. Leave the environment as it is.

--

I would expect a level playing field, did someone get paid to turn a blind eye while our environment is being destroyed, by foreigners?

--

This is an unnecessary and destructive development that has drawn the ire of the wider community. It will not be a boon to tourism and will ultimately be the downfall of Kuranda as "the village in the rainforest", our drawcard.

--

As a voter and citizen of this State I remind you that you are elected to represent us, the People, NOT commercial interests nor your own interests. this is why Australians, in general, are fed up with our politicians and behaviour by Governments.

--

I share a boundary line with the proposed Kur-World development and am horrified at how they are destroying our environment. This should not be allowed to continue regardless of the amount of money being paid to the council members to push it through. We are only temporary inhabitants of our planet and I am at a loss as to understand why short term monetary gain at the expense of the future of the children and grandchildren of the perpetrators is not understood.

--

Destruction of a pristine environment on a vast scale.

--

"Why is there no action taken by your department on the breaches.

--

Is this because the perceived benefits that are dangled in front of council etc.

--

This is inexcusable on your part, do the right thing and act on the information that you are given by the very people in this community that cares about this environment."

--

Protect what we have today so as our kids have it tomorrow.

--

Sad to be a part of this community with Government department office holders "turning a blind eye" to obvious breaches is corruption. We do not accept government departments ignoring breaches. As taxpayers and ratepayers we do not accept this behaviour from our elected officials or office bearers.

No more land should be cleared! It's already way too much and we should be replanting lost forest.

--

Please act on this urgently and help protect the ecologically diverse Kuranda region. If environmental vandals are not fined nor prosecuted, it is no use having the necessary laws in place.

Completely short sighted. This proposal is designed to make money for a few to the detriment of the greater community and the planet.

--

I sincerely hope that our community can be saved from this ill-conceived development. I hope that well-credentialed professionals who have recognized the damage this could do can persuade the powers in government to see more than the short term dollars they hope it generates.

--

Please treat this matter with some urgency, the Myola rain gauge showed over 400mm rain in the last few days, thank you.

--

Thoroughly disappointed in our state government. Voters environmental concerns are ignored.

--

When you look up the Federal environmental act - under the EPBC, the State environmental act, and local environmental and planning laws it appears there have been breaches by KEN LEE and his companies, REEVER & OCEAN Pty Ltd. – (3 companies registered in different places?) who have purchased large tracts of environmentally sensitive land, for a major development in the Myola Valley.

The area lies between the North and South World Heritage pinch point areas, an environmental corridor, backing onto the Formartine State Forest Reserve. This highly sensitive ecological area is host to 22 endangered species, flora and fauna, and several federally protected species that will become extinct very soon due to failed private earth and waterworks, (a dam, that was dug without approvals or permits). This has caused sedimentation out of the owned land area, of 650ha, ruining downstream ecosystems, in particular the habitat of the Kuranda Tree Frog. (myola littoria)

The plan is for 4000+ new residents to be put onto this site on 1/2 and 1/4 acre blocks, including an "eco - resort" and precinct, for shopping, golf courses and a university. (see maps)

There was no community consultation in 2014, when the purchase was made and none in 2015 prior to the project getting State and Local govt, pre - approvals and retrospective approvals, to carry out the project works without any of the appropriate permits.

An Environmental Impact Statement or EIS has only occurred after the community "found out" about it. A moratorium has been put on the project until the EIS has been completed, but work still goes on as "allowances" were made for it to continue. This is not a moratorium per se.

Local Govt representatives pass onto State government representatives who pass onto the Federal Government. (commonly known as passing the buck). I rang the EPBC who told me it was a local govt issue and that pre approvals had been made by the State Govt, and retrospective approvals had occurred for the dam works, by the local council. No one will answer any questions, directly about the development plans for the area and consistently pass onto other parties. No one will answer in writing also.

There have been no permits for any of work done or future work to be done. If you or I did this, personally, to our own properties i.e. set up a huge hotel, shops, golf course and university, without community consultation or legal avenues such as appropriate permits for it, we would be arrested and jailed/fined for breaches of Federal, State and Local Laws. However it seems Mr. Lee has slipped under the radar and expects to be let through without penalty, because of the size of the project and the monetary investment he has made. Money can't bring back our frogs, money can't bring back the environment and money shouldn't buy off politicians, to turn a blind eye, without penalty.

There has been limited or no allowances made for water sources and capacity, sewerage capacity and traffic on the Kuranda Range. No one is thinking about the 373 blocks all with families and domestic pets who will further destroy the wildlife in the area. The plan is a disaster for a protected World Heritage Area, in a 75 year old regrowth area, after clearing of Pender, Kauri, and Silky Oak, in the 1930's. The area is in recovery from that environmental disaster, and we now have another one, based on the subdivision of hundreds of blocks and a tourist development to cater for those and other visitors. The mighty dollar wins again. The environment will never recover. Kuranda goes bust.

What do we, as a community lose when this happens again. Kuranda was developed in the 1980's and 90's into a tourist town. Much was lost at that time and it is on our plate again. Why do we need another KUR- WORLD, only 12km away? The plan is wasteful and discredits our governors who are meant to look at the best results for all. This travesty is not a result, it is a conduit for Chinese money laundering, in our country.

When asked at public meetings, questions and answers, about the project, all those concerned stated that they had no crystal ball, to foresee the future, however they had already made the pre approvals for the project, with local council, with the state govt, and an application was made to the EPBC for approvals of 3 stages of the project. The local Council was asked about the breaches and there was no reply. This project throws our constitution out of its own legislation and is a breach of national laws.

Mr. Lee should be held accountable, prosecuted and jailed, for those breaches, whether he knew about it or not. They are identified below. There are consequences for breaking the laws of our country, laws made by our governors to protect the country, its environment and its' communities. This is a destructive project on all avenues, happening in a declared World Heritage Area.

Breaches of Law

Breaches past and current of federal, state and local laws have been:

1) QLD STATE GOVT. ACT Nature Conservation Act 1992. Part 5; Sub 2; No 89. - penalty units 3000; penalty value - \$365,700

2) QLD STATE GOVT. ACT Aboriginal Cultural Heritage Act 2003. Part 3; Div 1; No.23 - penalty units - 10,000 - Penalty Value - \$1,219,000.00.

3) Local govt act./council SUSTAINABLE PLANNING ACT 2009. No.578 - x 4 breaches. - penalty units 1665 x 4 = 6660; Penalty Value - \$ 202,963.50 x 4 = \$811,854.00

4) Federal Act - Breaches - EPBC ACT 1999. Environment Protection and Biodiversity Conservation Act 1999. Chapter 2; Part 3; Div 1; Sect 18.; Breaches X 5 : Penalty units - 50,000 x 5 =250,000; Penalty Value - \$6,095,000.50 x 5 = \$30,475,002.00.

TOTAL PENALTY UNITS=269,660.

TOTAL FINES=\$32,871,556 million dollars.

These are serious breaches and amount to millions of dollars in fines and are prosecutable offences with two hundred thousand penalty units from local, state and federal law . Further information on the nature of these breaches can be found in Kur- Alert Inc. presentation to Steven Tarte, embedded.

I call on the Federal , State and Local Government, of our country, to do its job and apply the appropriate penalties, to Mr. Ken Lee and his companies, for breaking our laws and not complying with our legislation, which has been put in place to protect our country, from such events taking place.

| Community | Name | Email |
|-------------------------|-------------------------|---------------------------------|
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Kuranda
Kuranda
Barron Falls

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Sarah-Jane Hart
Sarah

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Oak Forest
Myola
Cairns
Barron Falls
Kuranda
Greenforest
Barron Falls
Myola
Cairns
Rest of the World :-)
Greenforest
Kuranda
Kowrowa
Barron Falls
Kuranda
Kowrowa
Mantaka
Barron Falls

Seanne McArthur
Jeffrey Williams
Stella Martin
Sue Bartlett
Heinz Muller
Susanne Geyer
Sylvan
Sylvia
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Skunkos@hotmail.com
stella.b.martin@gmail.com
sue@eclipsetransport.com.au
suku@tpg.com.au
Susgeyer@hotmail.com
Sylvan Cairns@gmail.com
sylviestix@yahoo.com.au
synfire01@bigpond.com
tahlia_heit@bigpond.com
taniavickers@bigpond.com
tessiwilson@hotmail.com
tjebruth@bigpond.com
toni@cantatastudio.com
vegadeva@gmail.com
wnhodge@bigpond.com
woodhenge165@gmail.com
yvonnerieper@bigpond.com

Comment (optional, and encouraged)

Hope this national disaster is addressed immediately.

Ken Lee has shown blatant disregard for the environment. Most people of Kuranda completely condemn this for a decent job done and a Duty of Care for Kuranda fulfilled .Thankyou.

and honest

This should never have been given the go ahead in the first place. For Ken lee to think that we honestly believe the way this development has been handled is atrocious, and it should be stopped immediately! Just because

When ordinary citizens do illegal actions they are fined and required to repair, why then are developer allowed Environmentally inappropriate, huge stress on existing infrastructure and lifestyle. Concerned that project will not Please stop this disastrous 'development from destroying a pristine environment, purely for the short term profit. Please take a common sense response, and STOP this irresponsible 'development', destroying pristine rainforest. I am appalled Government department office holders are "turning a blind eye" to obvious breaches is corrupt. Please act now before the wet season really sets in.

I have to clean up my mess, way das Kur-World get away without

Fuck KurWorld.

Steven and Anthony you need to address the concerns of the residents of this area. This development changes We need to conserve and protect our Kuranda Tree Frog habitat. Enforce regulations now to clean up the Rain

Please do not ignore our sincere concerns

Hello is there anybody out there? Can someone please do something about this mess. Please. It's raining and

This should not be left. Action is required to clean up this mess!

No KUR-World mega-size development, which damages our important rainforest biodiversity! Protect animals
The KUR-world development is inappropriate for Kuranda. This proves it!!

Dear Ministers Miles and Lynham

I write to you to support immediate remedial action being undertaken on the site of the KUR-World Developm

This project has taken law into it's own hands, flouting proper process with the wilful intention of benefitting f
adherence to the law and also to set a standard for future developments and developers. We all need to be he

I hope this will meet with you immediate support.

Thank you.

Kerry

We have a 10 acre rural block in Kuranda with a running creek, platypus, frogs, cassowaries et al 144 different
This is totally unacceptable

Why hasn't this been addressed and repaired long before now? Other than the endangered fauna and flora on
This is critical habitat for the endangered endemic Kuranda Tree Frog...we are sick of being walked over by co

We don't need large-scale development on the Atherton Tablelands. Leave the environment as it is.

I would expect a level playing field, did someone get paid to turn a blind eye while our environment is being de

This is an unnecessary and destructive development that has drawn the ire of the wider community. It will not

As a voter and citizen of this State I remind you that you are elected to represent us, the People, NOT commei

I share a boundary line with the proposed Kur-World development and am horrified at how they are destroyin
distruction of a pristine environment on a vast scale.

Why is there no action taken by your department on the breaches.

Is this because the perceived benefits that are dangled in front of council etc.

This is inexcusable on your part, do the right thing and act on the information that you are given by the very p

Protect what we have today so as our kids have it tomorrow.

Sad to be apart of this community with Government department office holders "turning a blind eye" to obviou
No more land should be cleared! Its already way too much and we should be replanting lost forest.

Please act on this urgently and help protect the ecologically diverse Kuranda region. If environmental vandals ;

Completely short sighted. This proposal is designed to make money for a few to the detriment of the greater c

When you look up the Federal environmental act - under the EPBC, the State environmental act, and local envi
of environmentally sensitive land, for a major development in the Myola Valley.

The area lies between the North and South World Heritage pinch point areas, an environmental corridor, back
soon due to failed private earth and waterworks, (a dam, that was dug without approvals or permits). This has

The plan is for 4000+ new residents to be put onto this site on 1/2 and 1/4 acre blocks, including an "eco - resi
There was no community consultation in 2014, when the purchase was made and none in 2015 prior to the pr

An Environmental Impact Statement or EIS has only occurred after the community "found out" about it. A mor
Local Govt representatives pass onto State government representatives who pass onto the Federal Governmei
dam works, by the local council. No one will answer any questions, directly about the development plans for tl
There have been no permits for any of work done or future work to be done. If you or I did this, personally, to
for breaches of Federal, State and Local Laws. However it seems Mr. Lee has slipped under the radar and expe
shouldn't buy off politicians, to turn a blind eye, without penalty.

There has been limited or no allowances made for water sources and capacity, sewerage capacity and traffic o
in a 75 year old regrowth area, after clearing of Pender, Kauri, and Silky Oak, in the 1930's. The area is in recov
again. The environment will never recover. Kuranda goes bust.

What do we, as a community lose when this happens again. Kuranda was developed in the 1980's and 90's int
at the best results for all. This travesty is not a result, it is a conduit for Chinese money laundering, in our coun
When asked at public meetings, questions and answers, about the project, all those concerned stated that the
of 3 stages of the project. The local Council was asked about the breaches and there was no reply. This projec
Mr. Lee should be held accountable, prosecuted and jailed, for those breaches, whether he knew about it or n
project on all avenues, happening in a declared World Heritage Area.

Breaches of Law

Breaches past and current of federal, state and local laws have been:

- 1) QLD STATE GOVT. ACT Nature Conservation Act 1992. Part 5; Sub 2; No 89. - penalty units 3000; penalty vali
- 2) QLD STATE GOVT. ACT Aboriginal Cultural Heritage Act 2003. Part 3; Div 1; No.23 - penalty units - 10,000 - P.
- 3) Local govt act./council SUSTAINABLE PLANNING ACT 2009. No.578 - x 4 breaches. - penalty units 1665 x 4 =
- 4) Federal Act - Breaches - EPBC ACT 1999. Environment Protection and Biodiversity Conservation Act 1999. Cl

.....

I sincerely hope that our community can be saved from this ill conceived development. I hope that well credei

Please treat this matter with some urgency, the Myola rain gauge showed over 400mm rain in the last few day

Thoroughly disappointed in our state government. Voters environmental concerns are ignored.

Entry Date

#####

6/11/2017 5:41

#####

2/11/2017 1:44

#####

#####

#####

#####

7/11/2017 6:03

#####

ITEM-37 WATER USAGE FOR KURANDA ENVIROCARE

MEETING: Ordinary

MEETING DATE: 20 December 2017

REPORT OFFICER'S TITLE: Chief Executive Officer

DEPARTMENT: Office of the CEO

EXECUTIVE SUMMARY

Kuranda EnviroCare has approached Council requesting that it be included as an organisation that qualifies for water usage donation as a community group.

The Kuranda EnviroCare actually pays for their water through the Kuranda District State College as they cannot access the Council supply directly.

The Kuranda EnviroCare provides a range of services to the benefit of the entire community and this Report recommends that they be included in Group 2 of the Water Usage Donation Scheme however payment would be made on them providing Council with a copy of their invoice for water from the Kuranda District State College. The discount that would apply would be 35% of the annual cost to a maximum donation of \$1,000 per year.

OFFICER'S RECOMMENDATION

"That Council include Kuranda EnviroCare in Group 2 of the Water Usage Donation Scheme."

BACKGROUND

Kuranda EnviroCare has approached Council requesting that it be included as an organisation that qualifies for water usage donation as a community group. Attached is a copy of their letter and associated documents.

The Kuranda EnviroCare actually pays for their water through the Kuranda District State College as they cannot access the Council supply directly. The College invoices them six monthly after rates notices have been issued. Connecting them to the Council network has been considered however given the distance the cost would be prohibitive.

The Kuranda EnviroCare provides a range of services to the benefit of the entire community and this Report recommends that they be included in Group 2 of the Water Usage Donation Scheme however payment would be made on them providing Council with a copy of their invoice for water from the State College. The discount that would apply would be 35% of the annual cost to a maximum donation of \$1,000 per year.

Council's current water usage donation categorisation of community groups is as follows:

Group 1 - Water consumption is primarily to maintain playing fields and large public lawns and a donation of 35% of annual costs up to a maximum of \$2,000/year is offered;

Group 2 - water consumption is primarily to suppress dust (e.g. rodeo grounds, pony clubs) or to maintain large playing fields/lawns used exclusively by the group and a donation of 35% of annual costs up to a maximum donation of \$1,000/year is offered;

Group 3 - water consumption is primarily for human consumption and maintaining small gardens and a donation of 35% of annual costs up to a maximum donation of \$500/year is offered.

Although they do not directly into any single category they best fit into Category 2 as they have exclusive use of this area.

LINK TO CORPORATE PLAN

COM 3 - Encourage the building of strong partnerships with community, private sector and government so as to build community capacity and develop strategies to encourage and support leadership and self-responsibility in the community

CONSULTATION

Internal
Nil

External
Nil

LEGAL AND RISK IMPLICATIONS (STATUTORY BASIS, LEGAL AND RISKS)

There are no significant risks as Council already assist a range of community groups with water donations.

POLICY IMPLICATIONS

This is covered by Council Policy.

FINANCIAL & RESOURCE IMPLICATIONS

Capital
Nil

Operating
Potential reduction of water income of a maximum \$1000 per annum.

Is the expenditure noted above included in the 2017/2018 budget?
No

If not you must recommend how the budget can be amended to accommodate the expenditure
The account can be catered for in the operating budget.

IMPLEMENTATION/COMMUNICATION

Kuranda EnviroCare will be informed of Council's decision.

ATTACHMENTS

1. Email and attachments

Date Prepared: 13 December 2017

From: [John](#)
To: [Peter Franks](#); [Cr. Tom Gilmore](#); [Cr. Alan Pedersen](#); [Cr. Nipper Brown](#); [Cr. Kevin Davies](#); [Cr. Mary Graham](#); [Cr. Angela Toppin](#); [Cr. Lenore Wyatt](#)
Cc: [Info \(Shared\)](#)
Subject: Water Usage Remission
Date: Tuesday, 12 December 2017 8:59:29 PM
Attachments: [CP4605 - Certificate for a charitable purpose.pdf](#)
[Remission for Water Usage.doc](#)

To the CEO, Mayor and Councillors,

Dear Sirs and Madams,

Kuranda EnviroCare Inc. wishes to table the attached letter for the Council Meeting scheduled for the 20th December 2017 for discussion regarding water usage remission. I have explained the reasons in the attached letter for the request. I also understand that a request for tabling a letter must be lodged 7 days prior to the meeting. Please advise if this request will be added to the meeting agenda for discussion.

Regards,

John Edwards,
Treasurer,
Kuranda EnviroCare Inc.



PO Box 494 Kuranda 4881 Phone: 4093 8989
Email: secretary@envirocare.org.au Web Site: www.envirocare.org.au

ABN: 84 757 135 984

To Mareeba Shire Council Mayor and Councillors,

Subject: Water Usage Remission.

This letter refers to our request for assistance via a remission from Council for water usage. We note that Council has recently introduced a new policy to assist organisations such as ours with water charges remissions. We do not quite fit Council's new policy guideline, however the purpose of this letter is to ask Council to accept our water usage arrangement with the State government and provide assistance with charges that the State levies to us via charges made by MSC to the Kuranda District State College.

Kuranda EnviroCare Inc (KEC) is a Not for Profit (NFP) organisation with our main focus on growing native plants for revegetation projects within the Kuranda region. KEC also partners with other groups and agencies to improve the biodiversity and waterways within this area and meets regularly with volunteers at the Nursery and at local revegetation sites. Funding for this organisation is via various funding grants, (Local, State and Federal) and a small amount of plant sales from the community and other Landcare groups. KEC pays 2 people (part time) from funding grants for work relating to the eradication of Yellow Crazy Ants (YCA) and site preparation/maintenance for revegetation work. All work carried out within the nursery and planting is done by volunteers.

The Nursery is situated on a special lease portion of the existing Kuranda District State College (KDSC). Watering of plants (approximately 12,000) is carried out using a controlled watering system to minimise water usage and is regularly checked for its effectiveness and is backed by hand watering as required using a volunteer roster. KEC does not receive a Rates notice due to the special lease arrangement with KDSC, therefore is not in a position to apply for a NFP remission relating to water usage. KDSC has allowed KEC to extend a water line to the Nursery via an independent water meter and charges KEC for the water used based on Council's excess water charge rate per Kilolitre.

As Council does provide a remission for approved NFP community organisations, this letter is a request to Council for a financial 'in kind' agreement for the ongoing annual cost of water usage. This usage is for the purpose of germination and growing on of native plants in the nursery located at 284 Myola Road, Kuranda.

If further details are required, please email to kejohn@bigpond.com or phone John Edwards, 4093 7297.

It is requested that this letter be tabled for discussion at the Council Meeting scheduled for the 20th December 2017.

Regards

John Edwards.

Treasurer,
Kuranda Envirocare Inc.

Attachments

1. Latest water usage invoice from KDSC
2. Certificate for a Charitable Purpose

Kuranda District State College - (5689)
 PO Box 454
 Kuranda QLD 4881

 ABN 36 760 475 912
 Phone 07 4085 5333
 Fax 07 4085 5300


TAX INVOICE

 Kuranda Envirocare Inc
 P.O. Box 494
 Kuranda QLD 4881

 INVOICE NUMBER: **17811**
 INVOICE DATE: 11-Nov-2017
 INVOICE REF.: 2017WATER
 CUSTOMER ID: E00012692
 ORDER NUMBER: 6000796
 PAYMENT TERMS: 14 Days

Customer ABN: 84 757 135 984

Page 1 /

| Item Description | Quantity | Item Price | Inv. Amount |
|---|----------|------------|---------------|
| 11/01/17 - 14/07/17 WATER USAGE | 1.00 | 906.07 | 906.07 |
| * Indicates Invoice Amount on Item row includes GST | | | |
| GST TOTAL: | | | 0.00 |
| INVOICE TOTAL: | | | 906.07 |

11/01/17 - 14/07/17 872.4 K/L USED @ RATE \$1.0386 = \$906.07

PAYMENT METHODS





BPOINT
Bill Payment

Online Card Payment

Online Card Payment

CRN: 5689000010640

Invoice No: 17811

This invoice can be paid by card via BPOINT

<https://www.bpoint.com.au>

- Phone payment using credit/debit card via BPOINT 1300 631 073. Please quote CRN invoice number from the BPOINT box on the left.
- Centrepay Deduction - Payment by Centrepay deduction can be arranged through the school office.
- In person at Kuranda District State College - (5689) Via EFTPOS. Cash or Money Order

Office of Fair Trading
State Law Building
cnr Ann & George Sts
Brisbane Qld 4000
Postal:
GPO Box 3111
Brisbane Qld 4001



Form 6
Collections Act 1966
(Section 14(2) - Collections Regulation 1998)

CERTIFICATE OF SANCTION

Sanction Number: 4605

I, John Joseph Maher, Delegate of the Minister for Fair Trading for the State of Queensland, in pursuance of the provisions of the Collections Act 1966 hereby sanction the community purposes of

KURANDA ENVIROCARE INC.

being a purpose to which Part 3 of that Act applies, as a purpose for which any appeal or appeals for support may be made.

This sanction is in force until revoked under and in accordance with the provisions of the Collections Act 1966.

This sanction is subject to the following conditions:

The promoter of each and every appeal for support for the purposes herein sanctioned shall be previously authorised in writing to act as such, whether by his/her name or by the office which he/she holds by the governing body of Kuranda Envirocare Inc.

Dated this

24th day of February, 1999.

Collections Act 1966
I hereby certify this is a true and correct copy of Certificate
of a Sanction No 4605 dated 24/02/99


Senior Business Services Officer
30.1.19.1.1.7


Delegate of the Minister for Fair Trading

BUSINESS WITHOUT NOTICE

NEXT MEETING OF COUNCIL

The next meeting of Council will be held at 9:00 am on Wednesday 24 January 2017

SUMMARY OF NEW PLANNING DEVELOPMENT APPLICATIONS NOVEMBER 2017

Summary of new Planning Development Applications and Delegated Decisions for November 2017

| New Development Applications | | | | | |
|------------------------------|----------------|--|-------------------------------------|----------------------------------|---------------------------------|
| Application # | Lodgement Date | Applicant/ Address | Property Description | Application Type | Status |
| MCU/17/0015 | 7/11/2017 | Telstra Corporation Limited C/- Service stream | 6806 Mulligan Highway MOUNT CARBINE | MCU Telecommunications facility | In referral stage |
| RAL/17/0008 | 3/11/2017 | Rosamund C Abbott C/- Planning Plus | 469 Oak Forest Road KURANDA | ROL (1 into 3 Lots) | Application withdrawn |
| RAL/17/0009 | 3/11/2017 | W & J Nicholl C/- Freshwater Planning | 468 Koah Road, Koah | ROL (1 into 3 Lots) | In decision stage |
| OPW/17/0004 | 6/11/2017 | Saeed Derakhshan C/- KFB Engineers | 8 Forest Close, Kuranda | Operational works for DA/16/0062 | Awaiting payment of application |

| Decision Notices issued under Delegated Authority | | | | | |
|---|-------------------------|--|-----------------------------------|--|----------------------------|
| Application # | Date of Decision Notice | Applicant | Address | Property Description | Application Type |
| RAL/17/0005 | 9/11/2017 | Glen, Susan & Julie Morrow C/- Freshwater Planning Pty Ltd | 764 Hodzic Road BIBOOHRA QLD 4880 | Lot 150 on SP300448 | ROL (1 into 4 Lots) |
| RAL/17/0007 | 16/11/2017 | Max David C/- Veris | 27 Spina Road, Mareeba | Lot 11 on SP101832 | ROL (1 into 3 Lots) |
| MCU/17/0012 | 27/11/2017 | Reever and Ocean Pty Ltd | 77 & 112 Barnwell Road, Kuranda | Lots 16, 17, 18 & 22 on N157227 Lot 19 on N157452 Lots 1 & 2 on RP703984 | MCU - Nature Based Tourism |

| Change to Existing Development Approval issued | | | | | |
|--|------------------|-----------|---------|----------------------|------------------|
| Application # | Date of Decision | Applicant | Address | Property Description | Application Type |
| N/A | | | | | |

November 2017 (Regional Land Use Planning)

| Referral Agency Response Decision Notices issued under Delegated Authority | | | | | |
|--|------------------|--|------------------------------|----------------------|--|
| Application # | Date of Decision | Applicant | Address | Property Description | Application Type |
| CAR/17/0006 | 9/11/2017 | E Prangell C/- Baker Building Certification | 106 Cascade Close, Mutchilba | Lot 40 SP 258906 | Referral Agency Response - Hill & Slope Overlay Assessment |
| CAR/17/0007 | 16/11/2017 | M & H Cotter C/- Northern Building Approvals | 18 Ferretti Close MAREEBA | Lot 1 RP 739488 | Referral Agency Response - Size Dispensation |
| CAR/17/0008 | 22/11/2017 | R & C Adams C/- Northern Building Approvals | Karri Close ARRIGA | Lot 121 SP 224659 | Referral Agency Response - Size 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 |
| DA/16/0057 | 2/11/2017 | Luke Miller & Bright Acquisitions Pty Ltd C/- Twine Surveys Pty Ltd | 99 Leonardi Road, MAREEBA and 186 Tinaroo Creek Road, MAREEBA | LOTS 41 & 42 ON SP300440 AND EASEMENT A IN LOT 41 (CANCELLING LOT 560 ON NR6544 & LOT 4 ON SP108027) | Boundary Realignment |
| REC/08/0070 | 10/11/2017 | A Girenti | Wilson Street & River Road, Bibbohra | LOTS 27 & 100 ON SP298279 (CANCELLING LOT 100 ON SP282405) | ROL 1 into 2 Lots) |

November 2017 (Regional Land Use Planning)

| | | | | | | |
|--------------------------|---|------------|---|---|--|--------|
| RC2006/14 RCL/06/0013 | - | 13/11/2017 | M Gallo A & M Developments Pty Ltd | Norman Street South and Hoevet Court, Mareeba | LOTS 141, 142, 151 & 200 ON SP300459 (CANCELLING LOT 200 on SP298281) | 3 Lots |
| DA/14/0036 | | 29/11/2017 | Albert Donnelly C/- Brazier Motti | 2577 Kennedy Highway Koah | LOTS 1 - 3 ON SP282712 AND EASEMENT A IN LOT 1 AND EASEMENT B IN LOT 2 (CANCELLING LOT 21 ON SP171157) | 3 Lots |

November 2017 (Regional Land Use Planning)

APPENDIX - CONFIDENTIAL ITEMS