



AGENDA

Wednesday, 16 April 2025

Ordinary Council Meeting

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

Date: Wednesday, 16 April 2025

Time: 9:00am

Location: Council Chambers

**Peter Franks
Chief Executive Officer**

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- 1 MEMBERS IN ATTENDANCE**
- 2 APOLOGIES/LEAVE OF ABSENCE/ABSENCE ON COUNCIL BUSINESS**
- 3 BEREAVEMENTS/CONDOLENCES**
- 4 DECLARATION OF CONFLICTS OF INTEREST**
- 5 CONFIRMATION OF MINUTES**
Ordinary Council Meeting - 19 March 2025
- 6 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING**
- 7 DEPUTATIONS AND DELEGATIONS**

8 CORPORATE AND COMMUNITY SERVICES

8.1 A PEZZELATO - MATERIAL CHANGE OF USE - TOURIST PARK (3 X TOURIST CABINS & ANCILLARY GUEST FACILITIES - LOT 4 ON RP725861 - 3711 KENNEDY HIGHWAY, MAREEBA - MCU/24/0021

Date Prepared: 2 April 2025

Author: Senior Planner

Attachments:

1. **Proposal Plans** [↓](#)
2. **Submissions** [↓](#)
3. **Dept of Transport & Main Roads (SARA) Referral Agency Response and Permitted Road Access Location** [↓](#)

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	A Pezzelato	ADDRESS	3711 Kennedy Highway, Mareeba
DATE LODGED	15 November 2024	RPD	Lot 4 on RP725861
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use – Tourist Park (3 x Tourist Cabins & Ancillary Guest Facilities)		
FILE NO	MCU/24/0021	AREA	5.008 hectares
LODGED BY	Scope Town Planning	OWNER	A Pezzelato
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Rural residential zone		
LEVEL OF ASSESSMENT	Impact Assessment		
SUBMISSIONS	5		

EXECUTIVE SUMMARY

Council is in receipt of an impact assessable development application described in the above application details. During the mandatory public notification period, 5 submissions were received, all of which objected to the proposed development.

The application proposes the construction of 3 separate cabins, accommodating a maximum of 8 people, as well as ancillary guest amenities, swimming pool and a manager's residence. The cabins will be situated towards the centre of the site, designed and positioned to overlook the mountains of Dinden National Park to the south-east.

The application and supporting material has been assessed against the Mareeba Shire Council Planning Scheme 2016 and does not conflict with any relevant aspect of the Planning Scheme. The site and immediate surrounding properties are situated within the Rural Residential zone. The Planning Scheme allows for small-scale tourist developments to occur within the Rural Residential zone provided impacts on surrounding properties can be appropriately managed. Council officers are satisfied this development is of a scale commensurate to the zone and location, and that the development can be reasonably conditioned to ensure the preservation of the existing amenity.

It is recommended that the application be approved in full, subject to conditions.

OFFICER'S RECOMMENDATION

1. That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	A Pezzelato	ADDRESS	3711 Kennedy Highway, Mareeba
DATE LODGED	15 November 2024	RPD	Lot 4 on RP725861
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use – Tourist Park (3 x Tourist Cabins & Ancillary Guest Facilities)		

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

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

And

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

- (A) APPROVED DEVELOPMENT: Development Permit for Material Change of use – Tourist Park (3 x Tourist Cabins & Ancillary Guest Facilities)

- (B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
24019	Proposed Layout of Tourist Park – 3711 Kennedy Highway, Mareeba	Scope Town Planning	-
-	Living Area (Cabin Layout)	Scope Town Planning	-

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

- (a) Development assessable against the Planning Scheme

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

2. Timing of Effect

- 2.1 The conditions of the development permit must be complied with to the satisfaction of Council's delegated officer prior to the commencement of the use except where specified otherwise in these conditions of approval.
- 2.2 Prior to the commencement of use, the applicant must notify Council that all the conditions of the development permit have been complied with, except where specified otherwise in these conditions of approval.

3. General

- 3.1 The applicant/developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by condition(s) of this approval.
- 3.2 All payments or bonds required to be made to the Council pursuant to any condition of this approval must be made prior to commencement of the use and at the rate applicable at the time of payment.
- 3.3 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements (as amended) and to the satisfaction of Council's delegated officer.

3.4 Emissions

Emissions associated with guest activities must not cause an 'environmental nuisance' within the meaning of the Environmental Protection Act (1994) to any sensitive receptor and must comply with the Air Quality Objectives as stated within Schedule 1 of the Environmental Protection (Air) Policy 2019.

The on-site manager/caretaker must ensure that cabin guests behave in such a manner as to minimise noise impacts on surrounding properties.

Amplified music at a volume which causes nuisance to any adjacent or nearby sensitive land use is not permitted on-site at any time.

3.5 Waste Management

- 3.5.1 On site refuse storage area/s must be provided and be screened from view from adjoining properties and road reserve by one (1) metre wide landscaped screening buffer or 1.8m high solid fence or building.
- 3.5.2 Where bulk bins are used and are to be serviced on site, prior to the issue of a development permit for building works, Council's delegated officer must be satisfied that internal access is of adequate design and construction to allow waste collection/delivery vehicles to enter and exit the site in a forward gear only.

3.6 Length of Stay

The maximum length of stay for guests must not typically exceed seven (7) days, unless otherwise approved by Council's delegated officer.

3.7 Accommodation Capacity

No more than eight (8) guests shall be accommodated across all three (3) cabins at any given time.

3.8 Pets

Guests are not permitted to bring domestic pets on-site, at any time.

3.9 Cabin Construction Standards

All three cabins must be constructed on-site from new, contemporary building materials and all external walls, roofs and guttering must be of a neutral colour. Demountable, prefabricated or transportable buildings are not permitted to be used on-site.

3.10 Blade style or similar external privacy screens must be fitted to all windows on the north-west side of the cabins in order to help maintain the privacy of the residents of adjoining Lot 5 on RP725861. All cabin verandah/patios must be situated on the south-east side of the cabins.

3.11 Guests with caravans/campervans/camper trailers and the like are not permitted to occupy these vehicles/trailers at any time during their stay.

3.12 Signage

Any advertising devices relating to the development must be wholly sited on the subject site and be limited to a cumulative sign face area of 1.5m² and must:

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

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

3.13 Notification of Potential Rural Zone Impacts

The applicant is to erect signage in plain sight and in large legible writing at each cabin advising guests that the subject land is situated adjacent and nearby lawful established farming operations. The signage should generally state the following:

"Guests should take note:

- *The locality is and may be used for cropping;*
- *Guests may experience off site effects from cropping activities, including noise, odour and dust that may impact on residential amenity. Existing agricultural and rural uses in the locality have a 'right to farm' or a right to legally continue the use."*

3.14 The ancillary managers/caretaker's residence must only be used to accommodate a manager or caretaker (and immediate family) engaged in the operation and upkeep of the approved tourist park use and may only be used for this purpose while the tourist park use is in operation.

This approval does not authorise the use of the dwelling as a standalone caretaker's accommodation as separately defined by the Mareeba Shire Council Planning Scheme 2016.

- 3.15 A site manager/caretaker must be present on-site at all times while guests are on-site to ensure compliance with these conditions of approval.

The site manager/caretaker's phone number must be made available on the proposed advertising sign or separate site erected at the site entrance so that they can be contacted if anyone wishes to lodge a complaint regarding guest activity on-site.

3.16 Bushfire Management

3.16.1 A Bushfire Management Plan for the site, incorporating fire-pit management, fuel reduction practices and evacuation procedures for guests, must be prepared to the satisfaction of Council's delegated officer. The approved use must comply with the requirements of the Management Plan at all times.

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

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

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

3.17 Guest Facilities & Pool Closure

Guests are not permitted to use the communal guest facilities, amenities or pool area after 9pm each day.

- 3.18 1 x permanently located fire-pit is permitted for each cabin for use by guests and must be positioned and operated in such a way as to not cause a nuisance (smoke, ash etc.) to any adjoining property, at any time.

Fire-pits are not to be used on-site when community fire bans are in place.

4. Infrastructure Services and Standards

4.1 Stormwater Management/Water Quality

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

4.1.2 All stormwater collected from the cabins, amenities building and swimming pool area must be collected and discharged to an approved legal point of discharge, to the satisfaction of the assessing building certifier.

4.2 Car Parking/Internal Driveways

4.2.1 The applicant/developer must ensure that each cabin is provided with 1 dedicated parking space adjacent the cabin. No parking is permitted in the Kennedy Highway road reserve at any time.

4.2.2 The first 75 metres of the internal driveway (commencing at the bitumen sealed Highway access) must be constructed to a bitumen sealed standard with a minimum width of 3 metres and constructed with one-way crossfall so that stormwater collected on the driveway flows back into the development site, to the satisfaction of Council's delegated officer.

All remaining internal driveways, trafficable areas and car parking spaces must be surface treated with an all-weather compacted gravel seal (bitumen, asphalt or concrete may also be used to seal these areas) and appropriately drained prior to the commencement of the use, to the satisfaction of Council's delegated officer.

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

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

4.3 Landscaping & Fencing

4.3.1 Prior to building works commencing, the applicant/developer must prepare and submit a landscape plan in accordance with Planning Scheme Policy 6 for consideration and approval by Council's Delegated Officer. The landscape plan must include any landscaping proposed in between and surrounding the 3 cabins and should include ground cover, shrubs and trees that will soften the visual impact of the three cabins when viewed from adjoining properties.

Landscaping should include a minimum of 25% of plantings as larger, advanced stock with a minimum plant height of 0.7 metres and must be mulched, irrigated and maintained for the life of the development, to the satisfaction of Council's Delegated Officer.

4.3.2 Prior to the commencement of the use, 1.8m high solid screen colorbond fencing (of neutral colour) must be installed along the eastern boundary of the site, extending from the north-east corner of the allotment for a distance of 70 metres (minimum).

This fencing must be maintained in good order and safe repair for the life of the development, to the satisfaction of Council's delegated officer.

4.4 Non-Reticulated Water Supply

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

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

4.5 On-Site Wastewater Management

All on site wastewater disposal associated with the approved use must be in compliance with the latest version of On-Site Domestic Wastewater Management Standard (ASNZ1547) to the satisfaction of the Council's delegated officer.

4.6 Lighting

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

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

(D) ASSESSMENT MANAGER'S ADVICE

(a) Food Premises (restaurants/bed & breakfasts etc.)

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

(b) The change in the use of the building may also require a change in the classification of the building under the Building Act. You are advised to contact a Building Certifier to establish if a change in the classification of the building is required.

(c) Compliance with applicable codes/policies

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

(d) Compliance with Acts and Regulations

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

(e) Caravan Park/Camping Ground/Tourist Park

The applicant is advised that an application to Council for approval to operate under Council *Local Law No 1 (Administration) 2011* is required prior to the commencement of the motor home park/caravan park/tourist park.

(f) Cultural Heritage

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

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

(g) Electric Ants

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

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

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

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

(h) Environmental Protection and Biodiversity Conservation Act 1999

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

(E) REFERRAL AGENCY CONDITIONS

Department of State Development, Infrastructure, Local Government and Planning conditions dated 2 January 2025.

(F) RELEVANT PERIOD

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

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

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

- Development Permit for Building Work

(H) OTHER APPROVALS REQUIRED FROM COUNCIL

- Compliance Permit for Plumbing and Drainage Work

THE SITE

The subject site is situated on the crest of “Red Hill” at 3711 Kennedy Highway, Mareeba and is more particularly described as Lot 4 on RP725861. The site is generally regular in shape, with an area of 5.008 hectares and is zoned Rural residential under the Mareeba Shire Council Planning Scheme 2016.

The site includes 100 metres of frontage to the Kennedy Highway, however, is not accessed directly off the Highway, instead access is gained via a bitumen sealed side/service road with access to the site itself situated in the very north-east corner. The site is improved by a dwelling and multiple outbuildings, and a swimming pool all clustered at the northern end of the allotment. The site slopes downhill to the rear of the property.

All immediate surrounding lots are zoned Rural residential and are used for either rural lifestyle purposes or lawful farming activities (land used to be zoned Rural under previous Planning Schemes).



Map Disclaimer:

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BACKGROUND AND CONTEXT

Nil

PREVIOUS APPLICATIONS & APPROVALS

Nil

DESCRIPTION OF PROPOSED DEVELOPMENT

The development application seeks a Development Permit for Material Change of Use – Tourist Park (3 x Tourist Cabins & Ancillary Guest Facilities) in accordance with the plans shown in **Attachment 1**.

The application includes the following details about the proposed development:

“The intention of the proposed Tourist Park is to provide comfortable, well serviced short-term accommodation for visitors passing through the region with capacity to accommodate a maximum 8 people at any one time.

Access is available via the Kennedy Highway, a State Controlled Road, utilizing the existing paved slip lane which provides access to the property. Advice has been obtained from the State Assessment Referral Agency (SARA) outlining their support for access via the east bound slip lane and the central safety lane for west bound traffic.

The proposed Tourist Park includes 3 private Cabins (2 x 1 bed / 2 person cabins plus 1 family cabin) with dedicated vehicle parking, privacy screens, the provision of amenities including ablutions, covered areas, cooking facilities, a swimming pool with gazebo and recreation facilities."

"The Tourist Park will be managed by an on-site Caretaker residing in the existing Dwelling house. Guests will be required to provide their own food with refrigeration and cooking facilities available in the guest facilities building.

On-site provisions will include:

- *Onsite Manager / Caretaker*
- *Access via the Kennedy Highway*
- *Private Cabins with open views to the SE (see below image taken from cabin location)*
- *Dedicated vehicle parking per cabin*
- *Additional parking for guest van / trailer storage*
- *Open recreation areas*
- *Potable Water supply*
- *Bathroom and shower facilities*
- *Large indoor guest recreation building*
- *Swimming pool with gazebo*

Cabin bookings will be essential and managed by the on-site Manager / Caretaker who will maintain the site facilities including gardens, cleaning and waste disposal."



REGIONAL PLAN DESIGNATION

The subject site is included within the Regional Landscape and Rural Production Area land use category in the Far North Queensland Regional Plan 2009-2031. The Regional Plan Map 3- 'Areas of Ecological Significance' does not identify the site as containing any areas of ecological significance.

PLANNING SCHEME DESIGNATIONS

Strategic Framework:	Land Use Categories <ul style="list-style-type: none"> • Rural Residential Area Transport Elements
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	<ul style="list-style-type: none"> • <i>State Controlled Road</i> • <i>Principal Cycle Route</i>
Zone:	Rural Residential Zone
Overlays:	Agricultural Land Overlay Bushfire Hazard Overlay Transport Infrastructure Overlay

Planning Scheme Definitions

The proposed use is defined as:

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
<i>Tourist park</i>	<p><i>Premises used to provide for accommodation in caravans, self-contained cabins, tents and similar structures for the public for short term holiday purposes.</i></p> <p><i>The use may include, where ancillary, a manager's residence and office, kiosk, amenity buildings, food and drink outlet, or the provision of recreation facilities for the use of occupants of the tourist park and their visitors, and accommodation for staff.</i></p>	<i>Camping ground, caravan park, holiday cabins</i>	<i>Relocatable home park, tourist attraction, short-term accommodation, non-resident workforce accommodation</i>

RELEVANT PLANNING INSTRUMENTS

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

Far North Queensland Regional Plan 2009-2031

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

State Planning Policy

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

Mareeba Shire Council Planning Scheme 2016

Strategic Framework

3.3 Settlement pattern and built environment

3.3.10 Element – Rural residential areas

3.3.10.1 Specific outcomes

- (6)** *Small scale non-residential and tourism uses which do not impact on character and amenity are facilitated in rural residential areas.*

Comment

The site and immediate surrounding properties are situated within the Rural residential zone. The Planning Scheme allows for small-scale tourist developments to occur within the Rural residential zone provided impacts on surrounding properties can be appropriately managed.

Council officers are satisfied this development is of a scale commensurate to the zone and location, and that the development can be reasonably conditioned to ensure the preservation of the existing amenity. The development complies.

3.7 Economic development

3.7.7 Element – Tourism

3.7.7.1 Specific outcomes

- (5)** *A variety of small-scale, low impact tourist facilities are established across the rural landscape, including:*

- (a) tourist attractions and facilities within activity centres;*
- (b) cultural interpretive tours;*
- (c) nature based tourism;*
- (d) sports and recreational activities;*
- (e) tourist attractions;*
- (f) adventure tourism;*
- (g) farm based tourism;*
- (h) food based tourism;*
- (i) bed and breakfasts;*
- (j) camping and recreational vehicle facilities;*
- (k) cycle tourism.*

- (6)** *Small scale tourism related development is sensitively designed, scaled and located so as to not compromise the natural landscape values and agricultural values of Mareeba Shire.*

Comment

The proposed Tourist Park will provide a high-quality short-term accommodation solution for visitors and tourists to the Region. The park will add to the variety of accommodation options in the local area, encouraging the growth of the local economy through tourism.

The local economy will benefit from the provision of an additional short-term accommodation option which will employ locals, encourage spending in local businesses and attract tourists who will share the natural beauty of the area.

Of the available Tourist Parks in the local area, few offer private Cabins with views like those offered by the proposed Tourist Park with the addition of full amenities and a swimming pool. As such, the proposed Park will add a fresh, high quality short-term accommodation option to the Region.

Council officers are satisfied this development is of a scale commensurate to the zone and location, and that the development can be reasonably conditioned to ensure the preservation of the existing amenity. The development complies.

Relevant Developments Codes

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

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

The application included a planning report and assessment against the planning scheme. An officer assessment has found that the application satisfies the relevant acceptable outcomes contained within the codes (or performance outcomes where no acceptable outcome has been provided).

Where the proposal does not satisfy an acceptable outcome, it has been demonstrated that compliance can be achieved with the higher order performance outcome/s, either by design or through conditions of approval. It is considered the proposed development can comply with the relevant development codes provided reasonable and relevant conditions are attached to any approval. **Refer to separate code document for full commentary on code compliance.**

Planning Scheme Policies/Infrastructure Charges Plan

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

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

Adopted Infrastructure Charges Notice

The proposed development places no burden on any of Councils infrastructure networks (roads, parks, sewer, water and stormwater). Accordingly, no infrastructure charges are payable.

REFERRAL AGENCY

The application triggered referral to the State Assessment Referral Agency (SARA – Dept of Transport and Main Road) as a Referral Agency.

That Department provided the Referral Agency Response on 2 January 2025 and require it to be included as part of any approval (**Attachment 2**).

This Referral agency response included approval of the proposed access from the Kennedy Highway. Council has no jurisdiction when it comes to the approval/refusal of any access point from a State controlled road like the Kennedy Highway.

Internal Consultation

Not applicable.

PUBLIC NOTIFICATION

The development proposal was placed on public notification from 23 January 2025 to 13 February 2025. The applicant submitted the notice of compliance on 14 February 2025 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

5 properly made submissions were received all of which objected to the proposed development.

The grounds for objection are summarised and commented on below:

Grounds for objection /support	Comment
<p>The proposed development is not consistent with the Zone purpose and seeks to cease the current use, being residential development on a larger lot – to tourist accommodation in form of 3 cabins and a ‘Caretaker’s Residence’.</p> <p>Caretaker’s accommodation is a separate land use and the development application did not include ‘Caretaker’s Accommodation’ as an aspect of development sought for approval.</p>	<p>The Rural residential zone allows for small scale tourist development to occur where impacts on surrounding residents can be mitigated or minimised. Council officers believe the proposal is of a scale that is commensurate to the zone and land, and that the suite of conditions recommended will ensure amenity impacts are minimised.</p> <p>The ‘tourist park’ land use definition includes the following:</p> <p><i>“The use may include, where ancillary, a manager’s residence and office, kiosk, amenity buildings, food and drink outlet, or the provision of recreation facilities for the use of occupants of the tourist park and their visitors, and accommodation for staff.”</i></p> <p>The proposed managers/caretaker’s residence is considered to be ancillary to the tourist park use. A condition of approval will ensure that the manager/caretaker use is tied to the tourist park use and cannot operate on-site as a standalone use which is separately defined in the Planning Scheme (refer to condition 3.14).</p> <p>The presence of a manager/caretaker on-site will only help ensure the conditions of this approval are adhered to, and that guests conduct themselves on-site in a manner that will not impact on adjoining properties.</p>
<p>The proposed development is inconsistent with Purpose statements and Overall Outcomes contained within the Rural residential zone code.</p>	<p>Council officers dispute this. Overall Outcome (d) of the same code allows for small low-impact tourist activities to occur within this zone where impacts are reasonably managed.</p> <p>Council officers believe the proposal is of a scale that is commensurate to the zone and land, and that the suite of</p>

	conditions recommended will ensure amenity impacts are minimised.
The development does not provide adequate water and wastewater services on-site.	<p>A condition of approval has been included ensuring that a potable water supply is provided for guests, and that wastewater disposal occurs in accordance with AS/NZS 1547:2012 (Australian Standard for on-site wastewater disposal).</p> <p>The application included a report on the proposed means of wastewater disposal, prepared by Dirt Professionals.</p> <p>This submitter concern has been adequately addressed.</p>
The development does not provide safe vehicle access from the Kennedy Highway.	<p>This is not a Council concern when a State controlled road is the means of access.</p> <p>The Department of Transport and Main Roads have approved the proposed access off the Kennedy Highway.</p>
Submitters on adjacent farming properties are concerned the development will create land use conflict as a result of introducing a sensitive land use into a actively farmed area.	<p>This concern has been adequately addressed – refer to Condition 3.13.</p> <p>The land to the east of the site is considered a lawfully operating farming enterprise and can continue to operate regardless of the presence of this tourist development.</p> <p>The cabins are setback a reasonable distance from the eastern property boundary which should help minimise land use conflict.</p>
Water runs off the site and impacts downstream adjacent properties. The proposed development will exacerbate this issue.	The proposed cabins and ancillary guest amenities building and swimming pool will add an insignificant amount of impervious surface to the 5 hectare site, so should have a negligible impact on the amount and quality of stormwater already lawfully discharging off the property to the south.
The development will impact on views and scenic amenity experienced by surrounding landowners.	<p>Condition of approval will ensure the cabins are constructed on-site from new, contemporary building materials (no prefabricated or transportable structures permitted) which will include landscaping to help soften their appearance even further.</p> <p>Council officers believe the proposed cabins will have a negligible impact on the outlook and views of neighbouring residents.</p>
Property devaluation	This is not a relevant town planning concern.
Guest pets will attack livestock and neighbours pets.	This issue has been addressed – refer to Condition 3.8
Crime (break-ins, trespass etc.)	The proposed development is for boutique cabin accommodation for up to 8 persons. The likelihood of cabin guests being involved in break-ins, trespass etc. is very unlikely. Regardless, this is police matter.
Littering	A manager/caretaker will be present on-site to ensure the property remains tidy and rubbish is collected and disposed of properly. The likelihood of litter impacting adjoining properties is minimal.

Plans for expansion.	Any subsequent plans for expansion will require the lodgement of a fresh application to Council which will have to be assessed and decided on its individual merits.
Fires (bon fires, campfires etc.) – risk to neighbouring properties.	This concern has been adequately addressed – refer to Conditions 3.16 and 3.18.
Noise pollution from guests.	Refer to Condition 3.4 and 3.14. The on-site manager/caretaker will help ensure noise impacts are minimised. This concern has been adequately managed.
Oversupply of tourist accommodation	<p>There is not considered to be an oversupply of Tourist accommodation within the Mareeba Township and surrounds. The applicants included the following community benefit statement, which Council officers agree with:</p> <p><i>“The proposed Tourist Park will provide a high-quality short-term accommodation solution for visitors and tourists to the Region. The park will add to the variety of accommodation options in the local area, encouraging the growth of the local economy through tourism.</i></p> <p><i>The local economy will benefit from the provision of an additional short-term accommodation option which will employ locals, encourage spending in local businesses and attract tourists who will share the natural beauty of the area.</i></p> <p><i>Of the available Tourist Parks in the local area, few offer private Cabins with views like those offered by the proposed Tourist Park with the addition of full amenities and a swimming pool. As such, the proposed Park will add a fresh, high quality short-term accommodation option to the Region.”</i></p> <p>Commercial competition is not considered reasonable grounds for Council to refuse an application of this nature and scale.</p>

Submitters

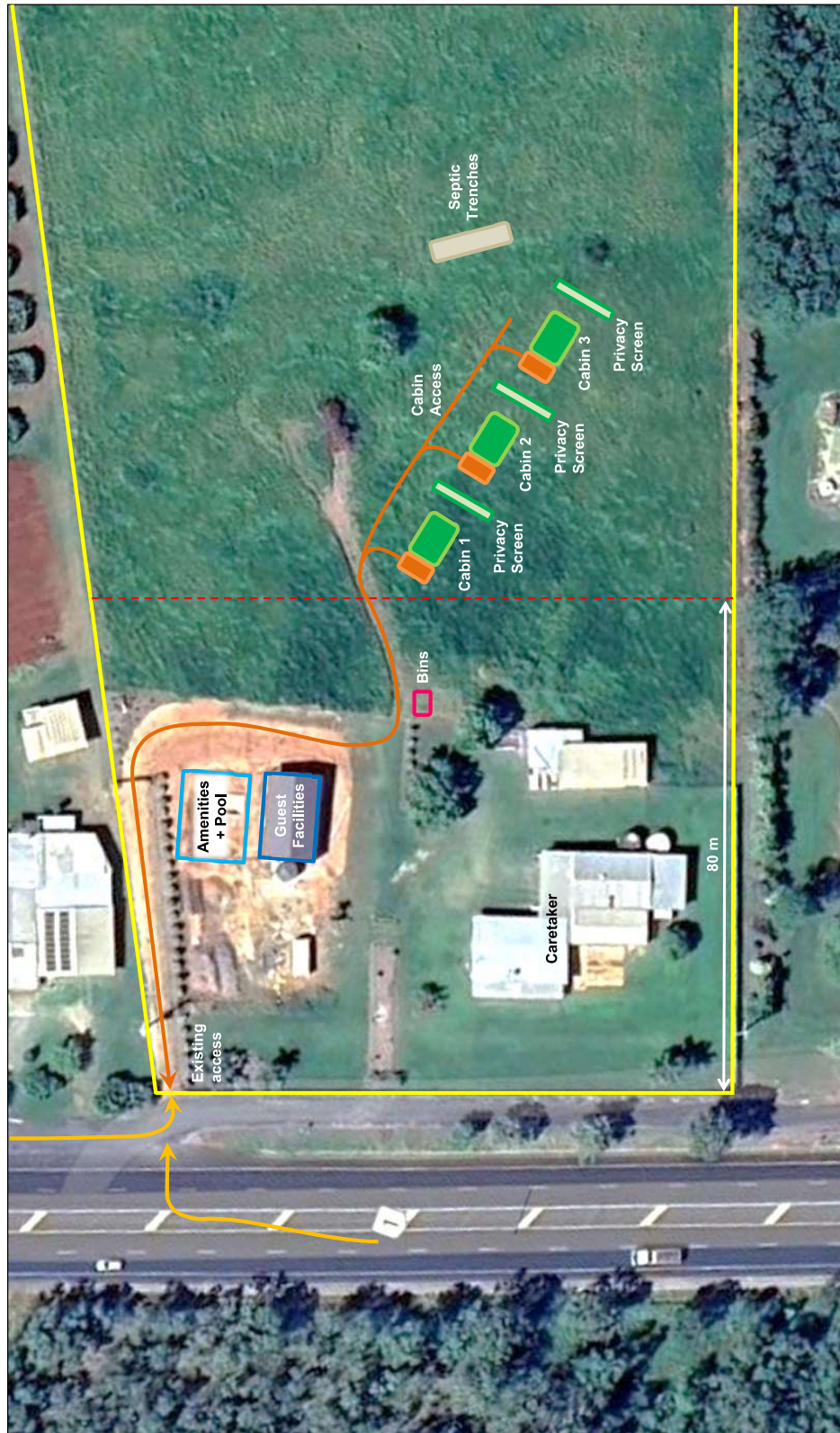
Name of Principal submitter	Address
1. Mario, Carolina and Linda Tarsitano	3709 Kennedy Highway, Mareeba
2. Rodney and Cherryl Land	PO Box 841, Mareeba QLD 4880
3. Susan Land	PO Box 841, Mareeba QLD 4880
4. Tracy Mazzer	PO Box 246, Mareeba QLD 4880
5. Rosina Tatti (Tropical Travellers Park)	PO Box 344, Mareeba QLD 4880

PLANNING DISCUSSION

Nil

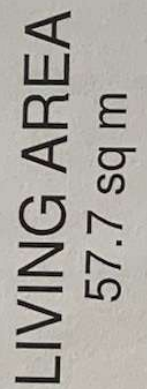
24019 – MCU – Tourist Park

Document Set ID: 4429989
Version: 2, Version Date: 29/11/2024



Proposed layout of Tourist Park – 3711 Kennedy Highway, Mareeba





Document Set ID: 4429989
Version: 2, Version Date: 29/11/2024

Tuesday, 4 February 2025

Mayor Toppin and Councillors
65 Rankin Street
Mareeba Q 4880



Dear Mayor Angela Toppin and Councillors,

RE: Material Change of Use Submission MCU/24/0021 – Tourist Park

We would like to formally put forward our concerns and bring to your attention our grievances regarding the submission of the MCU/24/0021 Tourist Park that has been submitted by Mr. A Pezzelato who resides at 3711 Kennedy Highway.

As owners of the neighbouring property, we will be directly impacted by this application if approval is given. We have been owners of 3709 Kennedy Highway since 1988 and it is our main place of residence and source of income. External advice has been sought through WildPlan (Planning and Development consultants) regarding this proposed development as we wanted to ensure our concerns were heavily considered.

Our concerns for a development of a Tourist Park are based on the following grounds:

Ground 1 – Not consistent with Zone purpose

The proposed development is inconsistent with the Rural residential zone purpose and should be refused:

The facts and circumstances supporting Ground 1 are as follows:

A. The Rural residential zone code purpose states:

Mareeba Shire Council's purpose of the Rural residential zone code is to provide for residential development on a range of larger lots which take account of the history of rural residential development throughout the region. Limited agricultural and animal husbandry activities which contribute to a semi-rural setting may be appropriate on lots with areas in the upper range of lot sizes.

The proposed development is not consistent with the Zone purpose and seeks to cease the current use, being residential development on a larger lot – to tourist accommodation in the form of 3 cabins and a 'Caretaker's Residence'.

B. The proposed development is considered inconsistent with the following Overall Outcomes:

Overall Outcome 4.(a): *The development of large rural residential lots with attendant provision of onsite infrastructure is facilitated;*

Response: The proposed development converts a rural residential land use into a tourism land use and is therefore not consistent with Overall Outcome 4.(a).

Overall Outcome 4.(d): *Low-impact activities such as small-scale eco-tourism and outdoor recreation uses are permitted within the zone where the impacts of such uses are acceptable*

Note - Caretaker's Accommodation is a separate land use and the development application did not include 'Caretaker's Accommodation' as an aspect of development sought for approval.

Ground 3 – Inadequate provision of Water and Waste-water Infrastructure

The development application has not adequately demonstrated that water supply and wastewater treatment is suitable for up to 12 guests and recreation facilities i.e. pool, plus up to 4 persons associated with the Dwelling House / Caretaker's Accommodation.

The facts and circumstances supporting Ground 3 are as follows:

- A. The Dirt Professionals report submitted in the application is for 2 x 2 bedroom buildings; however, the development application is for 3 x 2 bedroom accommodation units.
- B. A water supply / demand analysis was not included in the development application and the adequacy of water supply has therefore not been proven. Any water supply analysis should reasonable require an assessment impact on ground water access for adjoining properties.

Ground 4 – Unsafe Vehicle Access

The existing site intersection does not facilitate a right hand turn for east-bound traffic and will result unsafe turn-movements undertaken by tourists. The proposed development should not be approved in the absence of a full intersection upgrade.

The facts and circumstances supporting Ground 4 are as follows:

- A. A Traffic Impact Assessment (TIA) was not submitted with the development application that supports an intensification of the use of the site.

Ground 5 – Existing and future of our farming activities

As we are farmers, we have a fully functioning farm with produce all year round and we hope to keep it that way for generations to come. Our activities include and are not limited to the following: planting of crops, watering, weeding, fertilizing, pest and disease management that all are imperative for our crops. If a Tourist Park with residents were to reside in the neighbouring property that have limited knowledge in activities that exist on a farm or are not at least educated in the operations of farming activities, the risk of them harming themselves is quite high and can be foreseen as being dangerous. Our concerns also extend to noise complaints given the proximity of our properties, dust accumulation, trespassing onto our property and damage to our property. We will need to take greater precautions in monitoring our farm, our produce, our machinery, our home as there will be a greater likelihood in the risk of incidents that can occur if the Tourist Park is to go ahead.

We would appreciate being kept informed of Councils decision making process.

Thank you.

Kind regards,



Mario, Carolina and Linda Tarsitano

Owners of Lot 3709 Kennedy Highway.

From: "Tracy Mazzer" <Tracy@millarteitzel.com.au>
Sent: Mon, 10 Feb 2025 15:41:37 +1000
To: "Info" <info@msc.qld.gov.au>
Subject: Objection to MCU/24/0021
Attachments: Letter of Objection - MCU-24-0021.pdf
Categories: Add to ECM

Dear Sir/Madam

Please find attached a letter of objection to MCU/24/0021 from Rodney and Cheryl Land.

Kind regards

Tracy Mazzer CPA
Accountant
MILLAR TEITZEL



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10 January 2025

Mareeba Shire Council
65 Rankin Street
MAREEBA QLD 4880

Dear Sir/Madam

OBJECTION TO DEVELOPMENT PERMIT MCU/24/0021

We are lodging our written objection to the approval sought for Development permit MCU/24/0021 (3711 Kennedy Highway, MAREEBA) submitted to the Mareeba Shire Council. As a neighbouring property owner to this property in question we lodge our objection for the following reasons:

- Rural lifestyle – we have lived on our property for over 45 years enjoying the rural lifestyle. Our location is a rural setting not a commercial one. This proposal is only on a 12.4 acre block which is not large enough and is way too close to neighbouring properties. There is also a very high probability of them expanding beyond the three cabins as you do not build just three cabins and put a pool in without the thought of expansion. We did not buy our property all those years ago to have to put up with more people in our vicinity 24 hours a day.
- Water Runoff - With the removal of the mango trees that was located on 3711 Kennedy Highway we have endured a higher level of water runoff from this property causing flooding to our paddocks on multiple occasions. This has a direct effect to the livestock we have in these paddocks.
- Noise – More people in a location only increases noise levels especially after hours with parties and bonfires etc.
- Animals - We do not want strangers coming to our fence line to feed, pet and spook our animals. We also do not want to deal with any potential guest's animal coming onto our property and attacking our animals.
- Crime – Since the allowance of Emerald Creek Escape we have had two break-ins stealing tools and jewellery. We believe this has brought undesirables in our area and with further "short term" accommodation right at our doorstep will only increase this.

- Littering - Kay Road and Rollinson Drive is also experiencing high levels of littering to higher traffic on our roads since Emerald Creek Escape uses Kay Road as its entrance. We have major concerns that our paddocks will be filled with plastic waste from McDonalds which will harm our animals.
- Safety – We had to endure more population strolling down our road since the Emerald Creek Escape. These roads are for vehicles and machinery not Sunday strolling in the park. They cause major safety issues as they just pop-out from the grass. Also, with more undesirables and unknown persons in our vicinity we have major concerns for our personal safety.
- Privacy - Wandering Guests are a major concern especially if they are nature walking as they do not respect boundaries. We will not tolerate any uninvited person on our property and we will have them prosecuted for trespassing.
- Oversupply of Accommodation – Mareeba has in the last few years had an explosion of accommodation businesses popping up everywhere which is leading to an oversupply – to name a few and not limited to : Tropical Travellers Park, Mareeba Country Caravan Park, Trinity Plains Tourist Park, Riverside Caravan Park, Ringers Rest RV Park, Kerribee Park, Shady Waters Camping, Granite Gorge Nature Park, Mareeba Bush Stays, Emerald Creek Escape, Kydobi Country Park, Lower Davies Creek Camping, Rust Pheasant RV Retreat as well as two motels and three hotels. With the issues we have listed we do not need nor want one overlooking our property.

As a neighbouring property owner, we strongly recommend in the strongest terms possible to Mareeba Shire Council that this development permit **not** be granted.

Yours sincerely



Rodney and Cherryl Land
25 Rollinson Drive
PO Box 841
MAREEBA QLD 4880

12 January 2025

Mareeba Shire Council
65 Rankin Street
MAREEBA QLD 4880

Dear Sir/Madam

OBJECTION TO DEVELOPMENT PERMIT MCU/24/0021

I am writing to you to submit my objection to the approval sought for Development permit MCU/24/0021 (3711 Kennedy Highway, MAREEBA) submitted to the Mareeba Shire Council. As a daughter of a neighbouring property owner and who one day will inherit the family farm, I list the following reasons of my objections:

- Rural Environment – A Tourist Park is a commercial venture and will be surrounded by rural properties. The property is only 12.4 acres and there is not an enough buffer between neighbouring properties to cater for this type of venture. As this is an agricultural area there is chemical drift from spraying and scare guns going off at all hours which I believe will cause ongoing problems for Council.
- Water Runoff – As property 3711 Kennedy Highway is not a level property but a sloping one all their water runs into my family's paddocks. More so since the removal of the Mango trees. The excessive water run-off from this property floods the paddocks to the extent that it becomes boggy and livestock have to be continually moved. I see nothing in the planning to stop this from occurring.
- Vista Views – What about my family's vista view. The view that my family enjoy will be marred by buildings and commercial coming and goings instead of the vista they have enjoyed for over 45 years. Changing the zoning for this development is not fair or equitable to surrounding neighbouring properties.
- Property Valuation – My family's property can expect a major decrease in value if this development is approved, let alone other surrounding neighbouring properties. Commercial ventures do not mix with Rural lifestyle and this will have a detrimental effect to surrounding property values as they will become less desirable.

- Animals – What protection does my family have against Guest animals potential attacking my family's livestock or Guests coming to the fence line to feed, pet or spook our animals.
- Crime – My family has experienced two break-ins since the tourist park of Emerald Creek Escape has opened. I believe this has brought in an element of undesirables into our area. By adding a further tourist park will only increase the undesirables in this location. My family deserve to feel safe in their home.
- Littering - Kay Road and Rollinson Drive is also experiencing high levels of littering due to higher traffic on our roads since the tourist park of Emerald Creek Escape has opened. I have major concerns that my family's paddocks will be littered with plastic waste from McDonalds which could be eaten by the livestock causing them harm.
- Safety – With the break-ins my family has experienced since the opening of Emerald Creek Escape I have concerns for their personal safety as this proposal has the potential of attracting more undesirables in our area and is way too close to home for comfort. Also, Guest have a habit of wondering, treating our road access's as a Sunday stroll. Our roads are not for nature walking and they become more obstacles to deal with on the road causing major safety concerns for them and us.
- Privacy - As my family can see right into this property then Guests therefore will be able to see into my family's property. The whole point of owning a rural property is the privacy it affords you from neighbours. Wandering Guests are another major concern especially if they are nature walking as they do not respect boundaries. I state very clearly my family will not tolerate any uninvited person on their property and they will have them prosecuted for trespassing to the full extent.
- Noise Pollution – My family has a right to their quiet country life and the point I make here is that noise travels. With introducing more people into one location will create more noise levels, especially if it expands beyond the three cabins if granted. What guarantee is given that no parties or bon fires will happen especially after hours. If this proceeds I make it very clear that Mareeba Shire Council can expect major complaints coming their way on this point.

- Light Pollution – What has been put in place for light pollution to neighbouring properties, especially if flood lighting is put in. The plans show that one side neighbour is going to have problems with this considering how close the pool is situated to the fence line and there building structures.
- Fires – what assurances is given that no open fires or bon fires are permitted. As my family property is grassed for their animals I have concerns that this maybe a potential fire hazard. My family has already had an incident with this property where a fire was lit and fire travelled to our property and we lost trees and grasses.
- Plans for Expansion: There is no mention of plans of expansion. To go to this level of expenditure there must be ideas of expansion at some point. The bigger this development could get will not only affect my family's rural lifestyle but their property value as well.
- Fencing – The fencing that is on my family property is strand barb wire which is common for rural properties, especially with livestock. What intentions is there should this development be allowed stopping wandering guests coming onto our property. I see no mention of privacy fencing and screening on the fence lines of neighbouring properties on this proposal. I also state that my family will not be paying towards any fencing upgrades if this proposal is granted.
- Oversupply of Short Term Accommodation – Mareeba has in the last few years had an explosion of accommodation businesses popping up everywhere which is leading to an oversupply – to name a few and not limited to : Tropical Travellers Park, Mareeba Country Caravan Park, Trinity Plains Tourist Park, Riverside Caravan Park, Ringers Rest RV Park, Kerribee Park, Shady Waters Camping, Granite Gorge Nature Park, Mareeba Bush Stays, Emerald Creek Escape, Kydobi Country Park, Lower Davies Creek Camping, Rust Pheasant RV Retreat as well as two motels and three hotels. I believe Council needs to consider that there are already multiple businesses already established who have invested a lot of their money into this township which the Council has benefited greatly from as by adding more reduces the income pool these existing businesses can potentially draw from. I believe a balance must be maintained and I hope Council has this same view. Also, what guarantee does this development give that this will not turn into another farm workers accommodation venture instead of catering for tourists in the location turning short stay to long stay. I believe Mareeba needs more housing rather short term accommodation.

As a future owner of my family's property I believe serious consideration needs to be given to how something like this affects neighbouring properties. As once something like this gets injected into a rural area, major restrictions will be placed on our farming community here affecting potential livelihoods and property values. I therefore strongly recommend in the strongest terms possible that Mareeba Shire Council rejects this development permit and leave our area as rural.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Susan Land', with a stylized flourish at the end.

Susan Land
PO Box 841
MAREEBA QLD 4880

12 January 2025

Mareeba Shire Council
65 Rankin Street
MAREEBA QLD 4880

Dear Sir/Madam

OBJECTION TO DEVELOPMENT PERMIT MCU/24/0021

I am writing to you to submit my objection to the approval sought for Development permit MCU/24/0021 (3711 Kennedy Highway, MAREEBA) submitted to the Mareeba Shire Council. As a daughter of a neighbouring property owner and who one day will inherit the family farm, I list the following reasons of my objections:

- Rural Environment – A Tourist Park is a commercial venture and will be surrounded by rural properties. The property is only 12.4 acres and there is not an enough buffer between neighbouring properties to cater for this type of venture. As this is an agricultural area there is chemical drift from spraying and scare guns going off at all hours which I believe will cause ongoing problems for Council.
- Water Runoff – As property 3711 Kennedy Highway is not a level property but a sloping one all their water runs into my family's paddocks. More so since the removal of the Mango trees. The excessive water run-off from this property floods the paddocks to the extent that it becomes boggy and livestock have to be continually moved. I see nothing in the planning to stop this from occurring.
- Vista Views – What about my family's vista view. The view that my family enjoy will be marred by buildings and commercial coming and goings instead of the vista they have enjoyed for over 45 years. Changing the zoning for this development is not fair or equitable to surrounding neighbouring properties.
- Property Valuation – My family's property can expect a major decrease in value if this development is approved, let alone other surrounding neighbouring properties. Commercial ventures do not mix with Rural lifestyle and this will have a detrimental effect to surrounding property values as they will become less desirable.

- Animals – What protection does my family have against Guest animals potential attacking my family's livestock or Guests coming to the fence line to feed, pet or spook our animals.
- Crime – My family has experienced two break-ins since the tourist park of Emerald Creek Escape has opened. I believe this has brought in an element of undesirables into our area. By adding a further tourist park will only increase the undesirables in this location. My family deserve to feel safe in their home.
- Littering - Kay Road and Rollinson Drive is also experiencing high levels of littering due to higher traffic on our roads since the tourist park of Emerald Creek Escape has opened. I have major concerns that my family's paddocks will be littered with plastic waste from McDonalds which could be eaten by the livestock causing them harm.
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As a future owner of my family's property I believe serious consideration needs to be given to how something like this affects neighbouring properties. As once something like this gets injected into a rural area, major restrictions will be placed on our farming community here affecting potential livelihoods and property values. I therefore strongly recommend in the strongest terms possible that Mareeba Shire Council rejects this development permit and leave our area as rural.

Yours sincerely



Tracy Mazzer
PO Box 246
MAREEBA QLD 4880

From: "Tracy Mazzer" <Tracy@millarteitzel.com.au>
Sent: Thu, 13 Feb 2025 16:00:26 +1000
To: "Info" <info@msc.qld.gov.au>
Cc: "SenportMareeba@gmail.com" <senportmareeba@gmail.com>
Subject: Objection Letter to Development Permit MCU/24/0021
Attachments: Letter of Objection MCU-24-0021.pdf
Categories: Add to ECM

Dear Sir/Madam

Please find attached an objection letter to development permit MCU/24/0021 from Mrs Rosina Tatti.

Kind regards

Tracy Mazzer CPA
Accountant
MILLAR TEITZEL



Office 6, Level 1
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13 January 2025

Mareeba Shire Council
65 Rankin Street
MAREEBA QLD 4880

Dear Sir/Madam

OBJECTION TO DEVELOPMENT PERMIT MCU/24/0021

I am writing to you to formally express my strong objections to the proposed tourist park at 3711 Kennedy Highway, MAREEBA. under development permit MUC/24/0021. I am an existing business owner in the short-term accommodation industry in the Mareeba Shire and I have significant concerns regarding both the development itself and its potential impact on existing business within the Mareeba Shire area. I have outlined my concerns in this objection letter:

- Incompatibility with the purpose of the Zone – the property is in a rural area with no other immediate commercial ventures within its vicinity. As the property itself is only a small parcel being 12.4 acres does not lend itself to having distance required between neighbouring property to eliminate the privacy, noise and light pollution issues. As all rural areas have wonderful vista views there is nothing special about this location to warrant it to be considered on this point. This development will detract the amenity of the local area as all other surrounding properties are rural and their rural activities are not be compatible with a tourist park operation such as aerial spraying and gas guns going off at night.
- Commercial Viability – I am all for healthy competition within the accommodation industry but when there is an explosion of them as there has been in the last few years we end up fighting each other for the tourist dollar undercutting each other. I believe this undermines Mareeba Shire Council intentions of promoting our area. I personally have invested millions into my business which has had a positive effect to our community such employing locals, purchasing products and services from local businesses and supporting local charities and sport clubs. By allowing further tourist parks in our area is detrimental to my business and all the other existing accommodation business already established.
- Council Guidelines – When we expanded Tropical Travellers Park we where heavily regulated by Mareeba Shire Council to which we complied with all requirements to the letter. If this proposal should proceed I would expect the same vigilance to what we received by Council.

In conclusion, although I understand the need for development and progress, it should not negatively impact neighbouring properties and existing business's in the same industry within this shire and the Mareeba area in particular. I am confident that Mareeba Shire Council will consider this objection and make a well-informed decision, prioritising our shires needs as a whole.

Yours sincerely



Rosina Tatti
Director
Tropical Travellers Park
PO Box 344
MAREEBA QLD 4880

RA6-N



SARA reference: 2411-43684 SRA
Council reference: MCU/24/0021
Applicant reference: 24019

2 January 2025

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

Attention: Carl Ewin

Dear Sir/Madam

SARA referral agency response—3711 Kennedy Highway, Mareeba

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

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 5 December 2024.

Response

Outcome:	Referral agency response – with conditions
Date of response:	2 January 2025
Conditions:	The conditions in Attachment 1 must be attached to any development approval
Advice:	Advice to the applicant is in Attachment 2
Reasons:	The reasons for the referral agency response are in Attachment 3

Development details

Description:	Development permit	Material change of use for Tourist Park (3 x Cabins & Ancillary Guest Facilities)
SARA role:	Referral agency	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4 (Planning Regulation 2017)	

Page 1 of 7

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

2411-43684 SRA

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

SARA reference: 2411-43684 SRA

Assessment manager: Mareeba Shire Council

Street address: 3711 Kennedy Highway, Mareeba

Real property description: 4RP725861

Applicant name: Mr A. Pezzelato C/- Scope Town Planning

Applicant contact details: 183 Summerfields Drive
Caboolture QLD 4510
scopetownplanning@gmail.com

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

- Approved
- Reference: TMR24-044427
- Date: 20 December 2024

If you are seeking further information on the road access permit, please contact the Department of Transport and Main Roads at by email at caims.office@tmr.qld.gov.au or by phone on (07) 4045 7151.

Human Rights Act 2019 considerations:

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

Representations

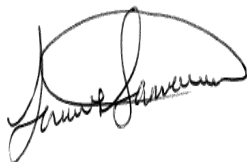
An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s.30 Development Assessment Rules). Copies of the relevant provisions are in **Attachment 4**.

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

2411-43684 SRA

For further information please contact Tony Croke, Principal Planner, on 40373205 or via email CairnsSARA@dsdipg.qld.gov.au who will be pleased to assist.

Yours sincerely



Javier Samanes
A/ Manager (Planning)

cc Mr A. Pezzelato, scopetownplanning@gmail.com

enc Attachment 1 - Referral agency conditions
Attachment 2 - Advice to the applicant
Attachment 3 - Reasons for referral agency response
Attachment 4 - Representations about a referral agency response provisions
Attachment 5 - Documents referenced in conditions

2411-43684 SRA

Attachment 1—Referral agency conditions

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

No.	Conditions	Condition timing
Development Permit - Material change of use (Tourist Park)		
Schedule 10, Part 9, Division 4, Subdivision 2, Table 4 – Material change of use near a state transport corridor—The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):		
1.	The road access location is to be located generally in accordance with TMR Layout Plan (32A – 36.87km), prepared by Queensland Government Transport and Main Roads, dated 19/12/2024, Reference TMR24-044427, Issue B.	At all time
2.	The existing vehicular property access located between Lot 4 on RP725861 and the Kennedy Highway must be permanently closed and removed and the fence line reinstated with the existing adjacent fence line.	Prior to commence of use

2411-43684 SRA

Attachment 2—Advice to the applicant

General advice	
1.	<p>Terms and phrases</p> <p>Terms and phrases used in this document are defined in the <i>Planning Act 2016</i>, its regulation or the State Development Assessment Provisions (SDAP) (version 3.1). If a word remains undefined it has its ordinary meaning.</p>
2.	<p>Advertising device</p> <p>The applicant should seek advice from the Department of Transport and Main Roads (DTMR) to ensure that advertising device(s) visible from a state-controlled road, and beyond the boundaries of the state-controlled road, is unlikely to create a traffic hazard for the state-controlled road.</p> <p>Note: DTMR has powers under section 139 of the <i>Transport Operations (Road Use Management - Accreditation and Other Provisions) Regulation 2015</i> to require removal or modification of an advertising sign and / or a device which is deemed to create a danger to traffic</p> <p>For more information regarding the RAM or the Third-Party Advice process, please contact the Department of Transport and Main Roads at Far.North.Queensland.IDAS@tmr.qld.gov.au.</p>

2411-43684 SRA

Attachment 3—Reasons for referral agency response

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

The reasons for the SARA's decision are:

SARA assessed the proposed development against the relevant provisions of the SDAP:

- State code 1: Development in a state-controlled road environment

The development complies with the assessment benchmarks of State code 1 of SDAP (version 3.1) in that the development:

- is unlikely to create a safety hazard for users of the state-controlled road
- does not compromise the structural integrity of the state-controlled road
- does not result in a worsening of the physical condition or operating performance of the state-controlled road
- does not compromise the state's ability to maintain and operate state-controlled roads or, or significantly increase the cost to maintain and operate state-controlled roads
- is unlikely to compromise the safety, function, and efficiency of the state-controlled road, or the state-controlled road network.

Stormwater resulting from the proposed development is unlikely to adversely impact the state-controlled road.

The development is therefore considered to comply with the assessment benchmarks, subject to conditions that:

- specifies a road access location and require a commercial vehicle access
- limits the road access to one location and requires a redundant road access to be closed.

Material used in the assessment of the application:

- the development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- the SDAP (version 3.1), as published by SARA
- the Development Assessment Rules
- SARA DA Mapping system
- State Planning Policy mapping system
- section 58 of the *Human Rights Act 2019*

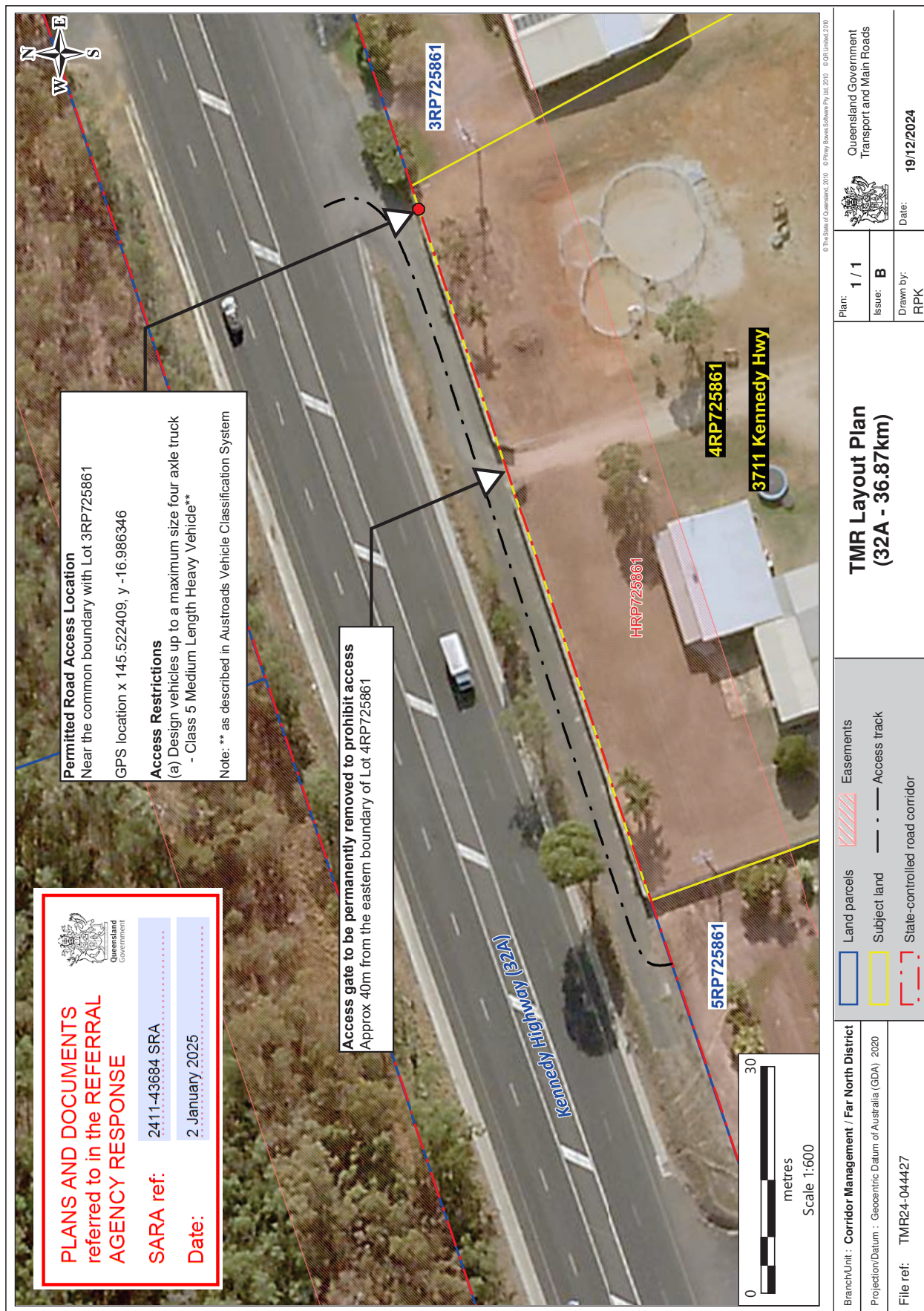
Attachment 4—Representations about a referral agency response provisions

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2411-43684 SRA

Attachment 5—Documents referenced in conditions

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Our ref TMR24-044427
Your ref
Enquiries Ronald Kaden



20 December 2024

Department of
Transport and Main Roads

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

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

Development application reference number U/24/0021, lodged with Mareeba Shire Council involves constructing or changing a vehicular access between Lot 4RP725861, the land the subject of the application, and Kennedy Highway (a state-controlled road).

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

Applicant Details

Name and address A. Pezzelato c/- Scope Town Planning
c/- Scope Town Planning 183 Summerfields Drive
Caboolture QLD 4510

Application Details

Address of Property 3711 Kennedy Highway, Mareeba QLD 4880
Real Property Description 4RP725861
Aspect/s of Development Development Permit for Material Change of Use for Tourist
Park (3 x Tourist Cabins & Ancillary Guest Facilities)

Decision (given under section 67 of TIA)

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

No.	Conditions of Approval	Condition Timing
1	The permitted road access location is near the common boundary with Lot 3RP725861, in accordance with: a) TMR Layout Plan (32A - 36.87km) Issue B 19/12/2024 (Attachment D)	At all times.
2	Direct access is prohibited between Kennedy Highway and Lot 4RP725861 at any other location other than the Permitted Road Access Location described in Condition 1.	At all times.

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

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

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

No.	Conditions of Approval	Condition Timing
3	<p>The use of the permitted road access location described in Condition 1 is to be restricted to:</p> <p>a) Design vehicles up to a maximum size Four Axle Truck - Class 5 Medium Length Heavy Vehicle**</p> <p>Note: ** as described in Austroads Vehicle Classification System</p>	At all times.
4	<p>The existing Road Access Location (gate) situated:</p> <p>a) between Kennedy Highway and Lot 4RP725861, and</p> <p>b) approximately 40 metres from the common boundary with Lot 3RP725861 must be permanently closed and the fence line reinstated with the existing adjacent fence line.</p>	Prior to commencement of development use.

Reasons for the decision

The reasons for this decision are as follows:

- a) The subject site (Lot 4 on RP725861) has road frontage and vehicle access via Kennedy Highway, a state-controlled road.
- b) Kennedy Highway is a limited access road (Limited Access Plan LA 10583).
- c) The previous use of the land was a mango farm which required semi-trailer (19.0m) articulated vehicular access.
- d) The proposed development is for a tourist park which will not require the larger size vehicles and therefore has been restricted to single body trucks.
- e) A previous section 62 decision for access was made for this land in March 2018 at its western boundary. This access appears to never have been used.
- f) A property gate has, at some stage, been installed approximately 40 metres from the eastern boundary.
- g) The proposed development indicates access required to be at the eastern boundary.
- h) As the proposed development is seeking a new access and increasing generation, a new section 62 approval is required to be issued by TMR.

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

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

1. There is no guarantee of the continuation of road access arrangements, as this depends on future traffic safety and efficiency circumstances.
2. This decision has been based on the current land use and the historic nature of the access subject to this decision. Be advised that if the land is further developed and/or intensified, the department will reassess the access requirements in accordance with the department's policies at that time to ensure that the road safety and transport efficiency outcomes for the state-controlled road network are maximised. This may or may not require all future access to be provided via the local road network.

3. In accordance with section 70 of the TIA, the applicant for the planning application is bound by this decision. A copy of section 70 is attached as **Attachment B**, as required, for information.

Further information about the decision

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

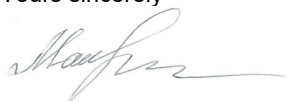
Further approvals

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

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

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

Yours sincerely



Liliya Yates
A/Principal Engineer (Civil)

Attachments: Attachment A – Decision evidence and findings
Attachment B - Section 70 of TIA

Attachment C - Appeal Provisions

Attachment D - Permitted Road Access Location Plan

Attachment A**Decision Evidence and Findings**

Evidence or other material on which findings were based:

Title of Evidence / Material	Prepared by	Date	Reference no.	Version / Issue
TMR Layout Plan (32A - 36.87km)	Queensland Government Transport and Main Roads	19 December 2024	TMR24-044427	B
Proposed Tourist Park layout (STP)	Scope Town Planning	-	Figure 5	-
Vehicle Access to state-controlled roads policy	Queensland Government Transport and Main Roads	2023	-	-

Attachment B**Section 70 of TIA***Transport Infrastructure Act 1994*

Chapter 6 Road transport infrastructure

Part 5 Management of State-controlled roads

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

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

Maximum penalty—200 penalty units.

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

Attachment C
Appeal Provisions

Transport Infrastructure Act 1994
Chapter 16 General provisions

485 Internal review of decisions

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

485B Appeals against decisions

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

(b) a person appeals to the Planning and Environment Court against a decision under the Planning Act on the planning application.

(5) The court may order—

(a) the appeals to be heard together or 1 immediately after the other; or

(b) 1 appeal to be stayed until the other is decided.

(6) Subsection (5) applies even if all or any of the parties to the appeals are not the same.

(7) In this section—

original decision means a decision described in schedule 3.

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

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

31 Applying for review

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

32 Stay of operation of original decision

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

(8) The making of an application does not affect the original decision, or the carrying out of the original decision, unless it is stayed.

(9) In this section—

relevant entity means—

(a) if the reviewed decision may be reviewed by QCAT—QCAT; or

(b) if the reviewed decision may be appealed to the appeal court—the appeal court.

35 Time for making appeals

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

(a) if a decision notice is given to the person—28 days after the notice was given to the person; or

(b) if the chief executive is taken to have confirmed the decision under section 34(5)—56 days after the application was made.

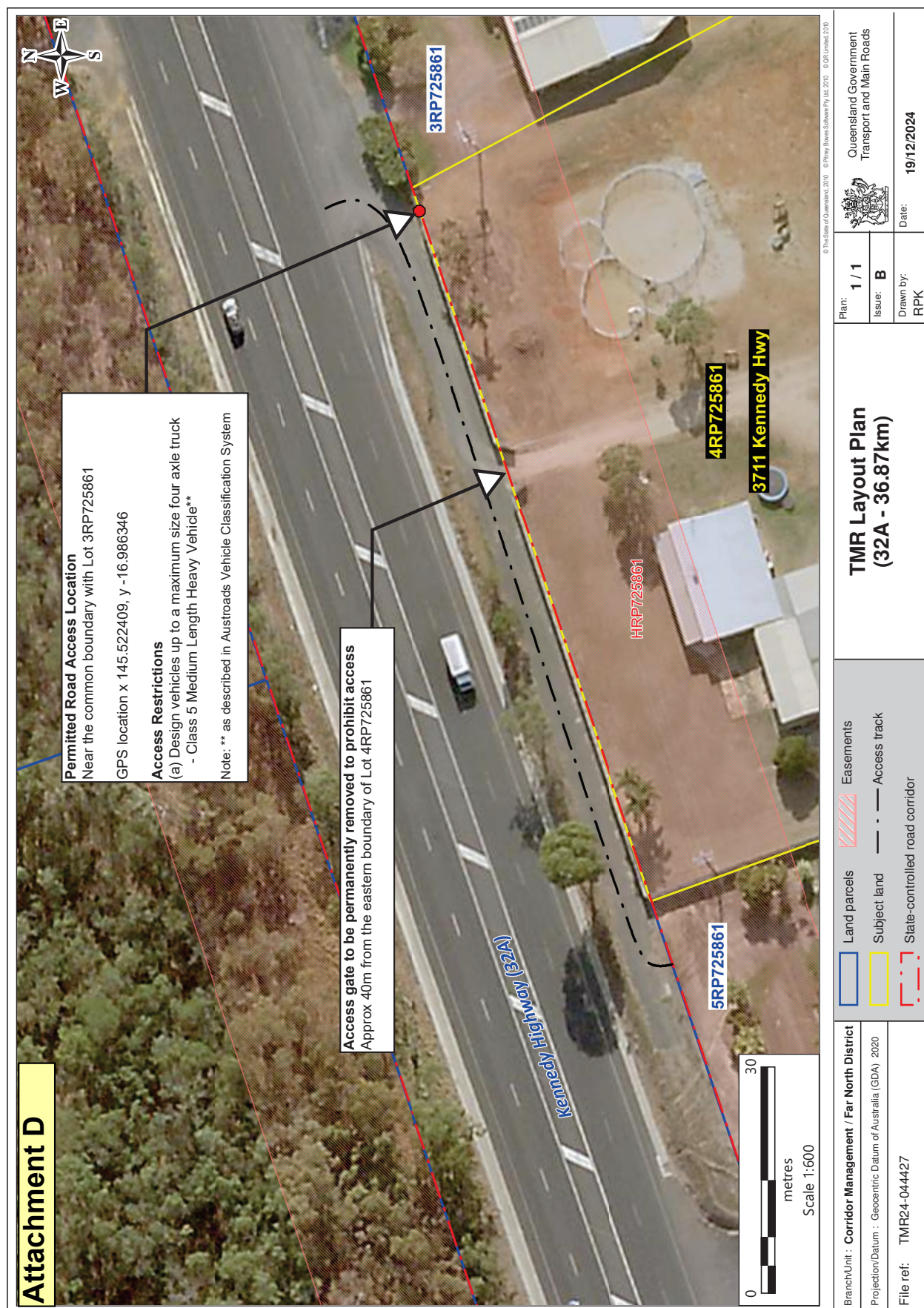
(2) However, if—

(a) the decision notice did not state the reasons for the decision; and

(b) the person asked for a statement of the reasons within the 28 days mentioned in subsection (1)(a);

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

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



Development Assessment Rules—Representations about a referral agency response

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

Part 6: Changes to the application and referral agency responses

28 Concurrence agency changes its response or gives a late response

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

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

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

Part 7: Miscellaneous

30 Representations about a referral agency response

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

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

8.2 FETTERCAIRN VENTURES PTY LTD - MATERIAL CHANGE OF USE - MULTIPLE DWELLING (3 X RESIDENTIAL UNITS) - LOT 12 ON M356127 - 10 KOWA STREET, MAREEBA - MCU/24/0027

Date Prepared: 2 April 2025

Author: Senior Planner

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

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	Fettercairn Ventures Pty Ltd	ADDRESS	10 Kowa Street, Mareeba
DATE LODGED	17 December 2024	RPD	Lot 12 on M356127
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use – Multiple Dwellings (3 x Residential Units)		
FILE NO	MCU/24/0027	AREA	1,012m ²
LODGED BY	U&i Town Plan	OWNER	Fettercairn Ventures Pty Ltd
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Low density residential		
LEVEL OF ASSESSMENT	Impact Assessment		
SUBMISSIONS	3 Submissions Received		

EXECUTIVE SUMMARY

Council is in receipt of an impact assessable development application described in the above application details. During the mandatory public notification period, 3 submissions were received all of which objected to the development.

The application and supporting material has been assessed against the Mareeba Shire Council Planning Scheme 2016 and does not conflict with any relevant aspect of the Planning Scheme. The proposal represents a logical and efficient use of the land for multi-unit development which will only help to improve the townships housing stock. The density proposed on-site does exceed the maximum stipulated for the Low-density residential zone, mainly due to each unit being 3-bedroom instead of 2-bedroom, however in the assessing officer's opinion the proposal does not represent an overdevelopment of the site, and in-fact promotes a range and mix of unit sizes in the township.

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

It is recommended that the application be approved in full, subject to requirements.

OFFICER'S RECOMMENDATION

(A) That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	Fettercairn Ventures Pty Ltd	ADDRESS	10 Kowa Street, Mareeba
DATE LODGED	17 December 2024	RPD	Lot 12 on M356127
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use – Multiple Dwellings (3 x Residential Units)		

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

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

And

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

(B) **APPROVED DEVELOPMENT:** Development Permit for Material Change of Use – Multiple Dwelling (3 x Residential Units)

(C) **APPROVED PLANS:**

Plan/Document Number	Plan/Document Title	Prepared by	Dated
1124/1277 Sheet No. 01	Site Plan	BRISDESIGN PTY LTD	28/01/2025
1124/1277 Sheet No. 02	Unit 1 – Floor Plan	BRISDESIGN PTY LTD	28/01/2025
1124/1277 Sheet No. 03	Unit 2 – Floor Plan	BRISDESIGN PTY LTD	28/01/2025
1124/1277 Sheet No. 04	Unit 3 – Floor Plan	BRISDESIGN PTY LTD	28/01/2025
1124/1277 Sheet No. 05	Unit 1 – Floor Plan Detail	BRISDESIGN PTY LTD	28/01/2025
1124/1277 Sheet No. 06	Unit 2 – Floor Plan Detail	BRISDESIGN PTY LTD	28/01/2025
1124/1277 Sheet No. 07	Unit 3 – Floor Plan Detail	BRISDESIGN PTY LTD	28/01/2025

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

(a) Development assessable against the Planning Scheme

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

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

2. Timing of Effect

- 2.1 The conditions of the development permit must be complied with to the satisfaction of Council's delegated officer prior to the commencement of the use except where specified otherwise in these conditions of approval.
- 2.2 Prior to the commencement of use, the applicant must notify Council that all the conditions of the development permit have been complied with, except where specified otherwise in these conditions of approval.

3. General

- 3.1 The applicant/developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by condition(s) of this approval.
- 3.2 All payments or bonds required to be made to the Council pursuant to any condition of this approval must be made prior to commencement of the use and at the rate applicable at the time of payment.
- 3.3 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements (as amended) and to the satisfaction of Council's delegated officer.

3.4 Noise Nuisance

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

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

3.5 Letterbox

Each unit is to be provided with an individual letter box.

3.6 Clothes Drying area

Individual clothes drying areas must be provided to each unit in accordance with the approved plans.

3.7 Waste Management

The bin storage areas for Units 1 and 2 must be relocated to the areas of "outdoor communal space" on the southern side of units 1 and 2 respectively. A common area for bin storage for all 3 units would also be acceptable.

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

4. Infrastructure Services and Standards

4.1 Access

An access crossover, with minimum width of 5 metres must be constructed (from the property boundary of the subject site to the edge of the existing sealed formation of Kowa Street) in accordance with the FNQROC Development Manual.

A detailed design of the access crossover must be submitted to Council for review and approval as part of a subsequent application for operational works. The detailed design must include details on frontage works proposed including longitudinal sections and also how the driveway will “tie-in” with the existing kerbing and retaining wall that runs along part of the site frontage. The kerbing must be extended to the driveway, with fall to the north. The detailed design must also include any roadside drainage works, including any swale drain reprofiling south of the crossover (refer to Condition 4.2).

The crossover profile must be designed so that stormwater flowing down the crossover does not run onto the Kowa Street pavement and is instead discharged to the development side of Kowa Street.

4.2 Stormwater Drainage

- (a) The applicant/developer must take all necessary steps to ensure a non-worsening effect on surrounding land as a consequence of the development.
- (b) Prior to building works commencing the applicant must, as part of a subsequent application for operational works, submit a Stormwater Management Plan and Report prepared and certified by a suitably qualified design engineer (RPEQ) that meets or exceeds the standards of design and construction set out in the Queensland Urban Drainage Manual (QUDM) and the FNQROC Development Manual to the satisfaction of Council’s delegated officer. At minimum, the stormwater management plan must address/include the following:
 - (i) Where possible, stormwater collected from the site, particular from the shared driveway and crossover must be directed to the roadside drain to the south of the site and not to the kerbing which flows to the north.
 - (ii) Strategies to slow the speed of water flowing off the site to avoid road verge erosion, particularly from the driveway.
 - (iii) Water currently discharged onto the site from upstream properties. Where stormwater pits or underground/aboveground drains are required (for example along the northern boundary of the site to drain land upstream of the site to the west) easements must be established in favour of upstream properties (Council is not to be listed as party on any drainage easements).

- (iv) Strategies to ensure stormwater is discharged to the frontage of the site only and not into adjoining properties (particularly the southern adjoining property).
- (c) The applicant/developer must construct the stormwater drainage infrastructure in accordance with the approved Stormwater Management Plan and Report.
- (d) Temporary drainage is to be provided and maintained during the construction phase of the development, discharged to a lawful point and not onto the construction site.
- (e) All stormwater channels through private property must be registered, with the easement for drainage purposes in favour of upstream contributing properties. All documentation leading to the registration of the easement must be submitted to Council for review and approval.
- (f) All stormwater drainage collected from the site must be discharged to an approved legal point of discharge.
- (g) All aboveground drainage easements must be constructed to prevent erosion. Construction may be in the form of a concrete invert, with outlet protection.

4.3 Car Parking/Internal Driveways

The applicant/developer must ensure that the development is provided with 1 undercover parking space per unit and 1 visitor parking space (not required to be covered). All car parking spaces, and internal driveways must be made from reinforced concrete.

Detailed designs of the shared driveway, including any retaining walls/bulk earthworks required onsite, particularly along the southern boundary of the site, and any stormwater drainage included in the driveway design must be submitted to Council as part of a subsequent application for operational works.

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

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

4.4 Landscaping & Fencing

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

The landscape plan must include the gardens and turf areas shown on the approved site plan and use plant species selected from the Plant Schedule in Planning Scheme Policy 6 - Landscaping and preferred plant species.

The landscaping of the site must be carried out in accordance with the endorsed landscape plan prior to the commencement of the use, and

mulched, irrigated and maintained to the satisfaction of Council's delegated officer.

- 4.4.2 (i) Prior to the commencement of the use, a solid 1.8 metre high timber paling (overlapping palings to cover gaps) or 1.8 metre high colorbond fence (neutral colour) is to be erected along the full extent of all side and rear boundaries.

If the height difference between the finished floor height of the patios/verandahs of units 1 and 2 and the top of the northern boundary screen fence is less than 1.8 metres, additional screening must be installed to achieve an effective privacy screening between the two properties at these locations, to the satisfaction of Council's delegated officer.

- (ii) Prior to the commencement of the use, solid 1.8 metre high timber (overlapping palings to cover gaps) or 1.8 metre high colorbond fencing of neutral colour is to be erected between each dwelling unit, separating each units "private open space" as shown on the plans.
- (iii) The abovementioned fencing is to be erected and maintained in good order for the life of the development, to the satisfaction of Council's delegated officer.

4.5 Lighting

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

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

4.6 Water Supply

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

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

Each dwelling unit is required to be **separately metered**.

4.7 Sewerage Connection

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

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

Plans for the development works required under Conditions 4.1 – 4.3 and 4.6 and 4.7 must be submitted to Council for approval as part of a subsequent application for operational works.

(E) ASSESSMENT MANAGER'S ADVICE

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

(c) Water Meters/Water Service Connection

Prior to the water service connection works commencing and the installation of the meters by Council, an application for a Plumbing Compliance Permit is required to be submitted with detailed hydraulic drawings. The cost of the required water connection and meter (capping of any existing meter may be required) will be determined based upon the approved hydraulic drawings at the time of lodgement of a Water Quotation Request.

(d) Property Connection to existing sewer main (house connection branch installation)

Prior to the property connection to the existing sewer main commencing, a request for a Property Connection Quotation must be lodged with Council. The cost of the required property connection will be determined based upon the assessment of the Property Connection Quotation Request.

(e) Compliance with applicable codes/policies

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

(f) Environmental Protection and Biodiversity Conservation Act 1999

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

(g) Cultural Heritage

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

(h) Electric Ants

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

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

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

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

(F) RELEVANT PERIOD

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

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

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

- Development Permit for Building Work
- Development Permit for Operational Works

(H) OTHER APPROVALS REQUIRED FROM COUNCIL

- Compliance Permit for Plumbing and Drainage Work

(I) That an Adopted Infrastructure Charges Notice be issued for the following infrastructure charge/s for:

Development Type	Rate	Measure	Charge	Credit/discount Detail	Balance
	<i>\$ per dwelling</i>			<i>3 x 2 Bed Dwelling</i>	
Multiple Dwelling (3 bed)	\$21,808.00	3	\$65,424.00	\$46,620.00	\$18,804.00
TOTAL CURRENT AMOUNT OF CHARGE					\$18,804.00

THE SITE

The subject site is situated at 10 Kowa Street, Mareeba, and is described as Lot 12 on M356127. The site is regular in shape with an area of 1,012m² and is zoned Low density residential under the Mareeba Shire Council Planning Scheme 2016.

The site contains 16.2 metres of frontage to Kowa Street, which is constructed to a bitumen sealed standard. The site remains unimproved with all reticulated services available.



Map Disclaimer:

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



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BACKGROUND AND CONTEXT

Nil

PREVIOUS APPLICATIONS & APPROVALS

Nil

DESCRIPTION OF PROPOSED DEVELOPMENT

The development application seeks a Development Permit for Material Change of Use – Multiple Dwelling (3 x Residential Units) in accordance with the plan shown below, with the full set of plans included in **Attachment 1**:



REGIONAL PLAN DESIGNATION

The subject site is included within the Urban Footprint land use category in the Far North Queensland Regional Plan 2009-2031. Mareeba is identified as a Major Regional Activity Centre in the Regional Plan. The site contains no areas of ecological significance.

PLANNING SCHEME DESIGNATIONS

Strategic Framework:	Land Use Categories <ul style="list-style-type: none"> <i>Residential Area</i> Transport Elements <ul style="list-style-type: none"> <i>Local Collector Road</i>
Zone:	Low Density Residential zone
Local Plan:	Mareeba Local Plan
Overlays:	Bushfire Hazard Overlay Transport Infrastructure Overlay

Planning Scheme Definitions

The proposed use is defined as:

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
<i>Multiple dwelling</i>	<i>Premises containing three or more dwellings for separate households.</i>	<i>Apartments, flats, units, townhouses, row housing, triplex</i>	<i>Rooming accommodation, dual occupancy, duplex, granny flat, residential care facility, retirement facility</i>

RELEVANT PLANNING INSTRUMENTS

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

Far North Queensland Regional Plan 2009-2031

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

State Planning Policy

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

Mareeba Shire Council Planning Scheme 2016

Strategic Framework

3.3 Settlement pattern and built environment

3.3.1 Strategic outcomes

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

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

Comment

The proposal represents a logical and efficient use of the land for multi-unit development which will only help to improve the Townships housing stock. The density proposed on-site does exceed the maximum stipulated for the Low-density residential zone, mainly due to each unit being 3-bedroom instead of 2-bedroom, however in the assessing officer's opinion the proposal does not represent an overdevelopment of the site, and in-fact promotes a range and mix of unit sizes in the township. The development complies.

3.3.7 Element—Residential areas and development

3.3.7.1 Specific outcomes

- (1) *Residential development, including Multiple dwellings and Dual occupancy, are sensitively integrated into the existing character of residential streets, predominantly in residential areas adjoining the centre areas of Mareeba and Kuranda. Infill development accounts for 20 percent of new dwellings constructed in Mareeba by 2031.*
- (2) *Population growth is focused on infill sites within existing residential areas and greenfield developments in residential areas and urban expansion areas to the east and south of Mareeba. An investigation area to the north of Mareeba will be considered for potential urban growth outside the life of the planning scheme.*
- (4) *Residential areas contain predominantly low-density residential development and are characterised by traditional detached housing and Dual occupancy development.*
- (5) *A range of mixed housing, affordable housing and social housing is provided in response to the diverse and changing demography of Mareeba Shire. This development is located in residential areas in a manner consistent with the character and amenity of the shire's activity centres.*

Comment

The proposal represents a logical and efficient use of the land for multi-unit development which will only help to improve the Townships housing stock. The density proposed on-site does exceed the maximum stipulated for the Low-density residential zone, mainly due to each unit being 3-bedroom instead of 2-bedroom, however in the assessing officer's opinion the proposal does not represent an overdevelopment of the site, and in-fact promotes a range and mix of unit sizes in the township. The development complies.

Relevant Developments Codes

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

- 6.2.6 Low density residential zone code
- 7.2.2 Mareeba local plan code
- 8.2.3 Bushfire hazard overlay code
- 9.3.1 Accommodation activities code
- 9.4.2 Landscaping code
- 9.4.3 Parking and access code
- 9.4.5 Works, services and infrastructure code

The application included a planning report and assessment against the planning scheme. An officer assessment has found that the application satisfies the relevant acceptable outcomes contained within the codes (or performance outcomes where no acceptable outcome has been provided).

Where the proposal does not satisfy an acceptable outcome, it has been demonstrated that compliance can be achieved with the higher order performance outcome/s, either by design or through conditions of approval. It is considered the proposed development can comply with the relevant development codes provided reasonable and relevant conditions are attached to any approval. **Refer to separate code document for full commentary on code compliance.**

Planning Scheme Policies/Infrastructure Charges Plan

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

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

Adopted Infrastructure Charges Notice

Under the Low-density residential zone code, the accepted maximum density for multiple dwelling is one (1) dwelling per 400m² of site area **and** one (1) bedroom per 200m² of site area.

The proposed development will result in 3 x 3-bedroom units on a 1,012m² site or 1 dwelling per 337m² of site area and 1 bedroom per 112m² of site area.

The accommodation density proposed by this application exceeds the planning scheme's acceptable outcome, so an infrastructure charge will be applicable.

On this sized allotment, 3 x 2-bedroom units would be generally consistent with the accepted density requirements, so in this instance, it is only proposed to charge for the additional bedroom included in each unit.

The difference in charge rates between a 3-bedroom unit and a 2-bedroom unit under the current Adopted Infrastructure Charges Resolution is \$6,268.00. Therefore, the additional 3 bedrooms over the site would accrue a charge of $3 \times \$6,268.00 = \$18,804.00$.

REFERRAL AGENCY

This application did not trigger referral to a Referral Agency.

Internal Consultation

Nil

PUBLIC NOTIFICATION

The development proposal was placed on public notification from 12 February 2025 to 5 March 2025. The applicant submitted the notice of compliance on 5 March 2025 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

Three (3) submissions were received.

The grounds for objection are summarised and commented on below:

Grounds for objection /support	Comment
The density proposed exceeds the acceptable outcomes for the zone – being 1 Unit per 400m ² of site area.	The proposal represents a logical and efficient use of the land for multi-unit development which will only help to improve the Townships housing stock. The density proposed on-site does exceed that stipulated for the Low-density residential zone, mainly due to each unit being 3-bedroom instead of 2-bedroom, however in the assessing officer's opinion the proposal does not represent an overdevelopment of the site, and in-fact promotes a range and mix of unit sizes in the township, providing more 3-bedroom options for families.
The development does not include enough green space and is lacking in landscaping.	The developments areas of private open space and communal open space are generally consistent with the Planning Scheme and actually exceed spaces provided for in other unit development in Mareeba. A lot of older unit developments include sealed areas of private open space in order to minimise maintenance burdens on tenants. A landscaping plan has been conditioned ensuring an appropriate amount of landscaping is provided on-site. Adjoining property owners won't be able to see into the site because solid screen 1.8m high fencing is required along the entire length of the side and rear boundaries.
The development does not provide enough parking. Limited space on-site will result in tenants reversing out onto Kowa Street.	The car parking numbers provided on-site is compliant with the Planning Scheme. The internal driveway design allows vehicles to enter and exit the site in a forward gear. The unit 1 tenant may be inclined to reverse out onto Kowa Street which is what all the other dwellings on the street likely do. The Unit 2 and 3 residents are more likely to exit the site in a forward direction instead of reversing all the way down the common driveway.
Stormwater impacts on Kowa Street and adjoining properties.	Council officers acknowledge that the site has some issues to overcome in terms of drainage. Appropriate conditions have

	been included to ensure a sound engineering outcome is achieved on-site and for surrounding residents.
Impacts on the southern adjoining neighbour arising from the common driveway adjoining their land.	The proposed design is a fairly standard multi-unit development with a common shared driveway and is not unlike many other unit developments in Mareeba. Solid screen fencing will ameliorate most impacts. The development is not likely to result in an unacceptable loss of amenity to any adjoining property.
The proposed unit development will impact on property valuations.	This is not a relevant town planning concern.
Bin locations proposed will impact on neighbouring properties (odour)	A condition of approval has been included for the relocation of the bins for units 1 and 2 away from the northern boundary.
The development will impact on water pressure along the street.	If landowners along Kowa Street are having current water pressure issues, they need to lodge enquiries with Council. The unit development is not likely to have a noticeable impact on current water pressure and will need to meet the pressure standards for domestic construction, as should all the current water services along the street.
Additional stormwater from the development will impact on the property to the east of the site (opposite side of Kowa Street) which currently receives all stormwater collected from the northern end of Kowa Street.	Conditions of approval have been included to ensure stormwater impacts are minimised on receiving environments. Where possible, stormwater will need to be discharged along the Kowa Street roadside drain to the south of the site which will help minimise impacts on the eastern property.
The development will result in three trees being removed from the site.	This is not true. The site is completely vacant.
The development will increase vehicle movements along Kowa Street.	This is correct; however, the development will not result in a noticeable increase in vehicle movements when compared to the total daily movements experienced on the street. Kowa Street is of an adequate standard to accept this small increase in traffic.

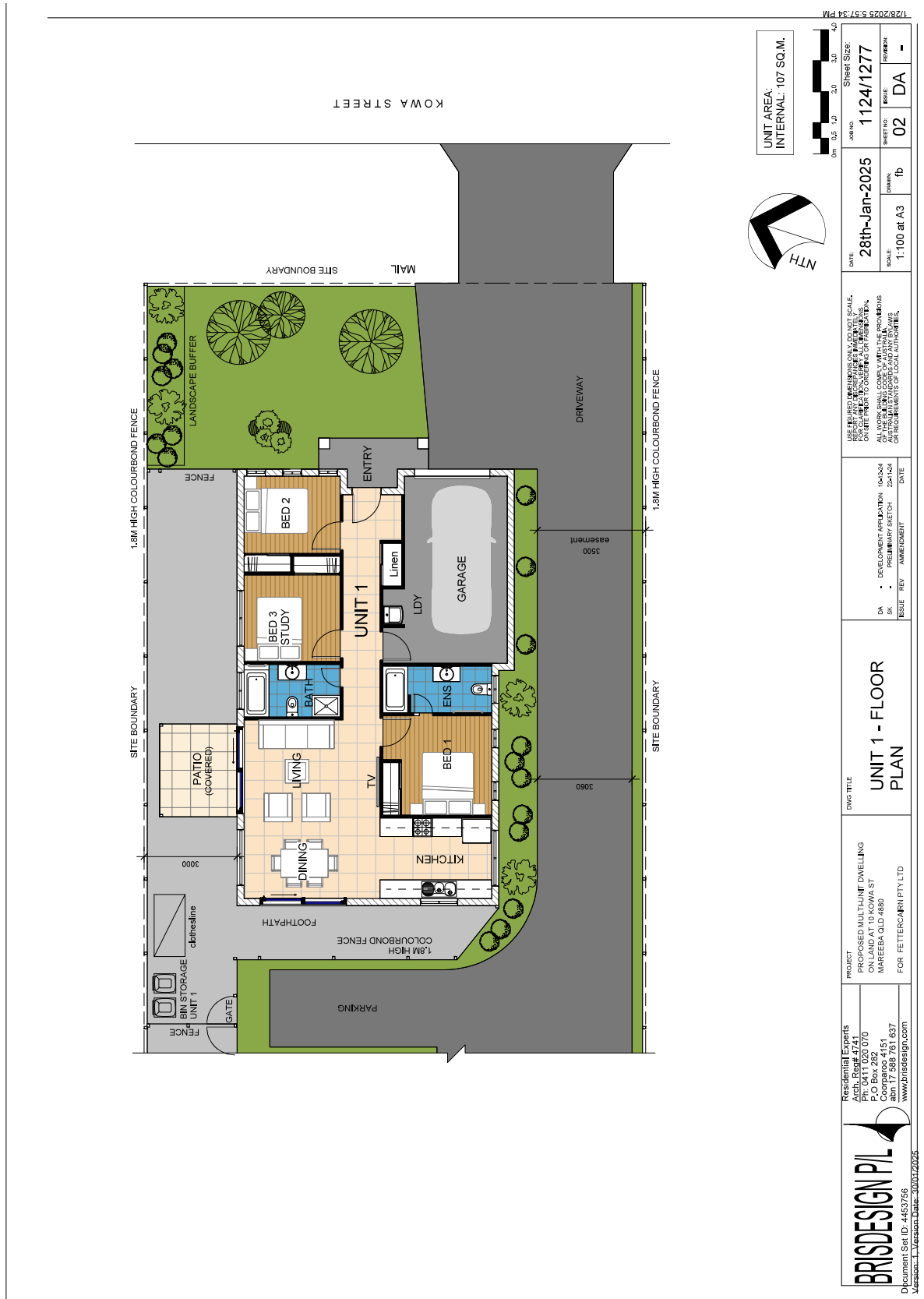
Submitters

Name of Principal submitter	Address
1. Gary & Jillian Crane	23 Lerra Street, Mareeba QLD 4880
2. Paul & Kristina Bishop	Bishop-clan@hotmail.com
3. R.D. Peebles	9 Kowa Street, Mareeba QLD 4880

PLANNING DISCUSSION

Nil

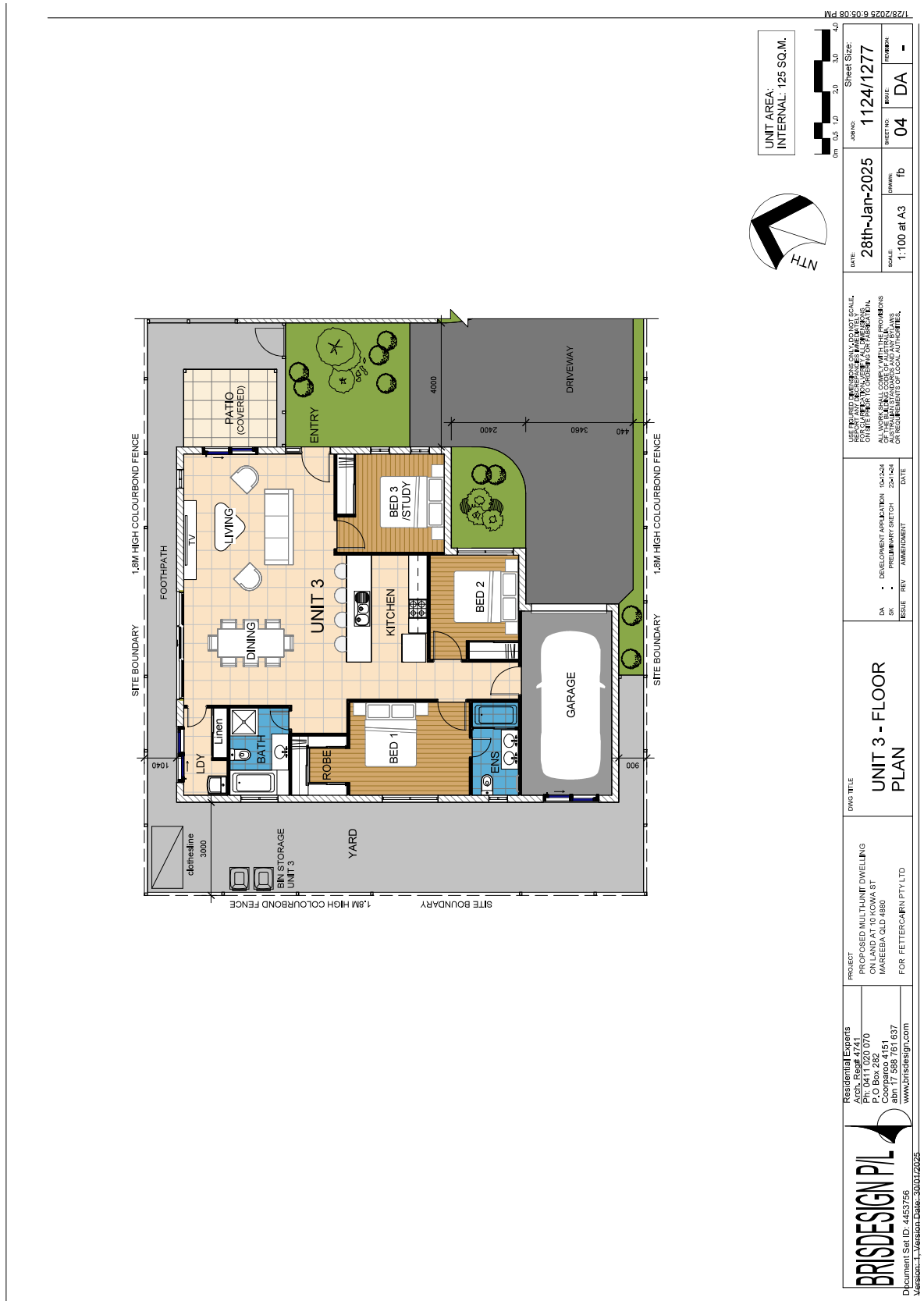


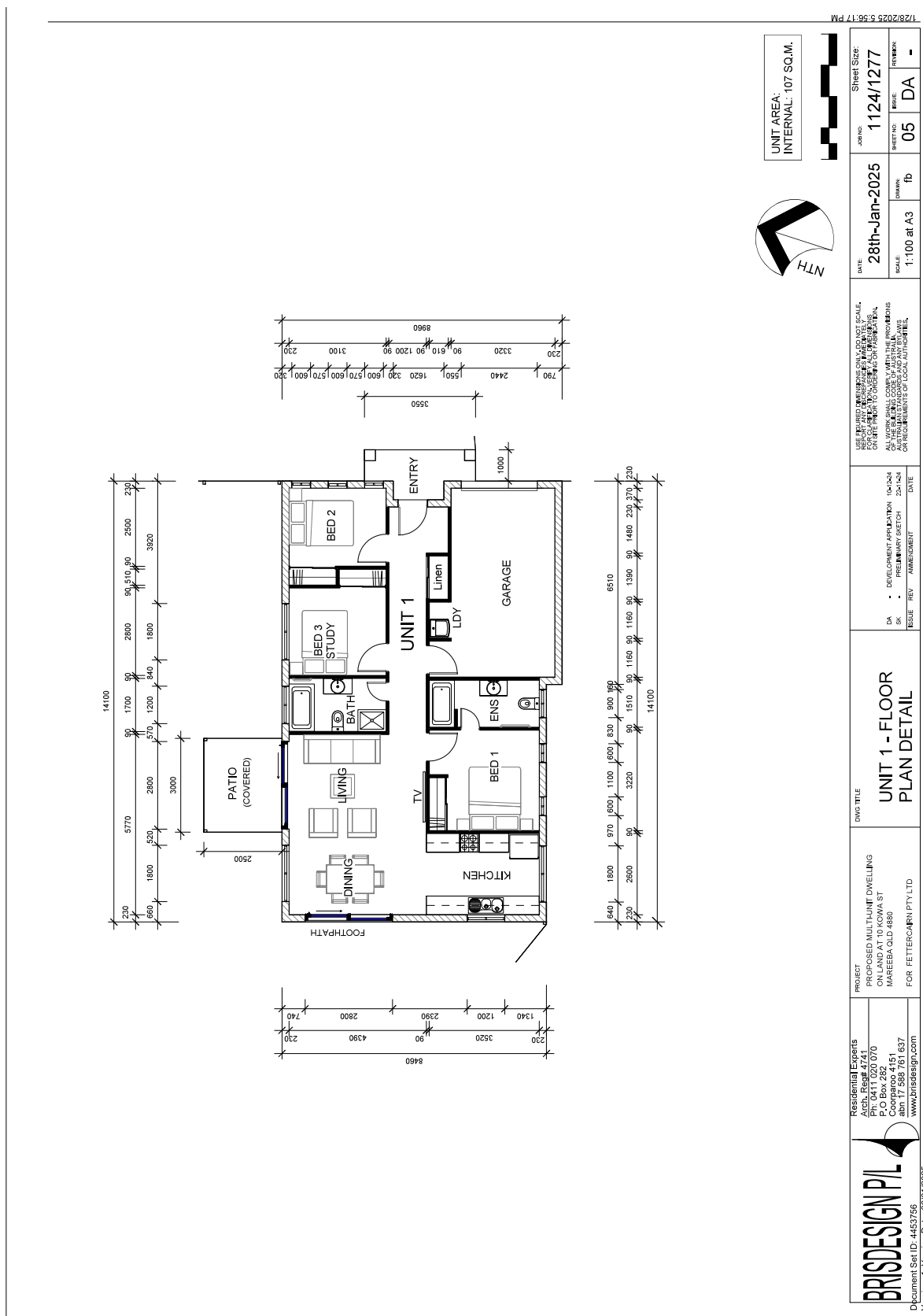


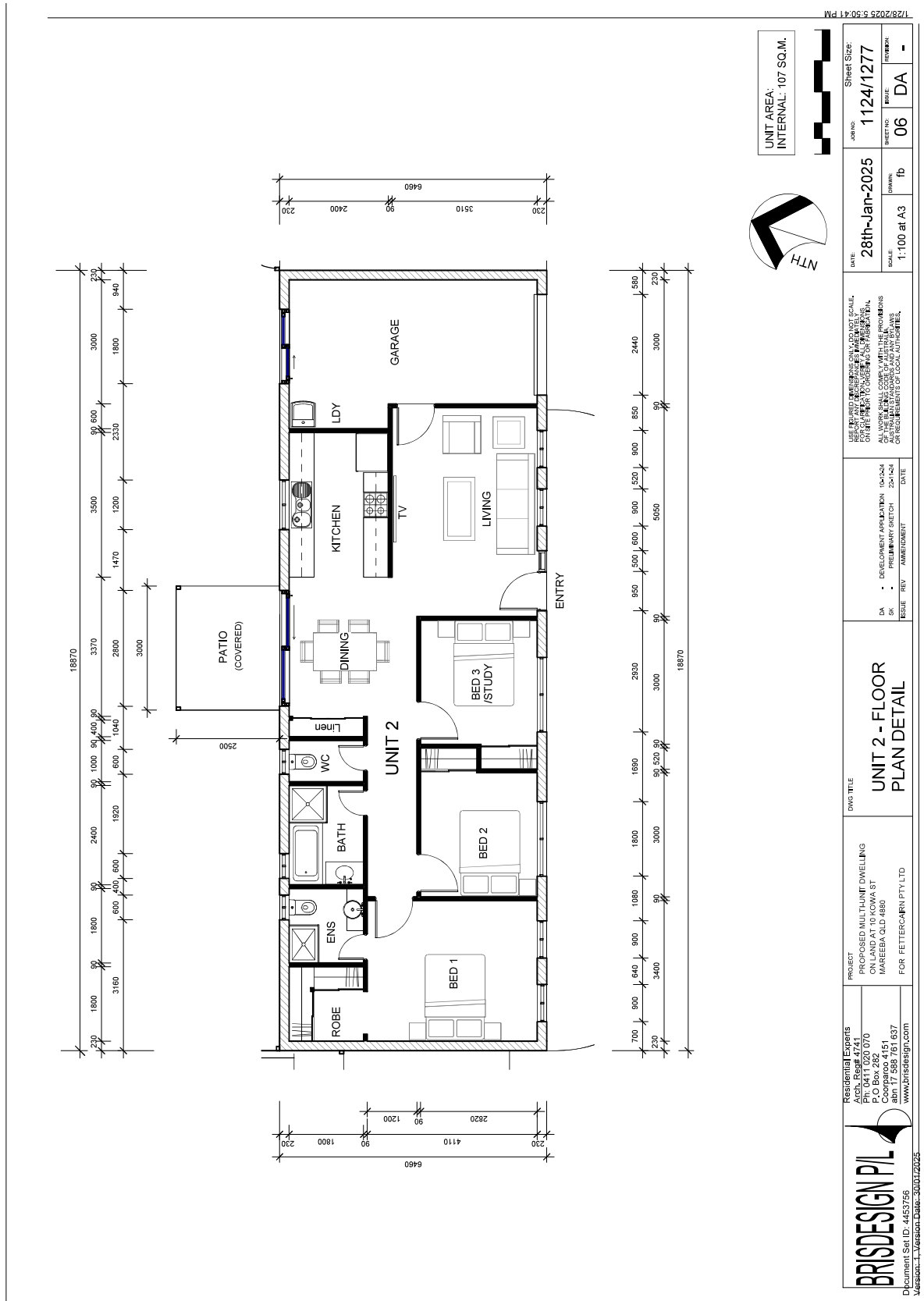


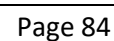
UNIT AREA:
INTERNAL: 107 SQ.M.

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Gary and Jillian Crane
23 Lerra Street
Mareeba QLD 4880
Ph: 0415 412 656
Email: gjmms5@gmail.com

19/02/2025

Mareeba Shire Council
65 Rankin Street
Mareeba QLD 4880
Attention: Carl Ewin, Senior Project Officer

Dear Mr Ewin,

RE: Objection to MCU/24/0027 - Development Application for the Material Change of use - Multiple Dwellings (3 x Residential units on 10 Kowa Street Mareeba, Lot 12 M356127)

We are writing to formally lodge our objection to the proposed development of three 3-bedroom houses on the small block located at 10 Kowa Street Mareeba. As an adjacent neighbour to this property, we have several concerns regarding this development that we believe will significantly impact the community and the quality of life for existing residents.

1. Overcrowding and Density:

The block is not suitable for three separate 3-bedroom houses. This exceeds the current zoning of the property. The increased density will lead to overcrowding and may negatively affect the character and aesthetics of our neighbourhood, with the surrounding properties containing only one or 2 dwellings. We believe the current zoning allowing only 2 residences on each property should be upheld.

The current proposal results in 1 unit per 337m², significantly exceeding the requirement of 400m² per unit. 2 units with around 500m² each would be more suitable, allowing greater green space.

The limited green space in the current proposal is not consistent with the area, with the majority of properties having a high percentage of green area and shade with the resulting environmental benefits of natural cooling and wildlife attraction. The proposal goes against these values.

2. Traffic and Parking:

The proposed development will inevitably lead to an increase in traffic and parking issues. The proposal only allowing for 1 carpark per residence, plus 1 shared space for visitors, will not be suitable. There is limited public transport in Mareeba with most residences having more than 1 vehicle. This will result in vehicles being parked on the street.

The property is on a bend on a busy street which is the only access to the council works depot, Royals Church and Riverside estate. The road has no kerbing, minimum road surface width and limited drainage. 10 Kowa Street has a narrow (16.2m) street frontage, so there is very limited street parking available in front of the property.

The limited vehicle turning areas may result in vehicles reversing out of 10 Kowa Street (especially house 1) leading to potential safety concerns, especially to other vehicles, children and pedestrians. There are no footpaths or safe walking zones on Kowa Street and many people on foot, scooter and bicycle utilise this thoroughfare to access the Barron River, Brewery hole swimming area and Riverside estate.

3. Impact on Drainage and Flooding

Covering almost the entire block with building and impervious surfaces will likely exacerbate drainage and flooding issues. Our property already experiences drainage problems, with the majority of runoff from adjacent uphill properties and 10 Kowa Street currently concentrating then directing the water to our common boundary. This has resulted in flooding of our shed multiple times and pool occasionally. The addition of more impervious surfaces will also increase the impact.

Currently there is significant erosion starting in the table drain on Kowa Street encroaching on the Kowa road surface, impacting pedestrian thoroughfare and our rear access. Proper drainage is crucial to prevent water damage to existing infrastructures and the safety of our community.

The proposed layout of buildings may result in flooding of house 3 with the runoff being blocked by the layout and positioning of house 3 in close proximity to the boundaries. This too will result in the forcing of concentrated runoff directly towards our property.

It is crucial that a thorough investigation of the drainage of 10 Kowa Street and runoff management be undertaken before any building approvals. We have resided here 20 years and have witnessed the quantities of water involved. Once again the reduction from 3 to 2 dwellings on the property will assist in the management of runoff.

4. Building layouts:

The driveway located along our boundary and the houses opening towards us will result in increased noise towards our house with all our bedrooms located along that side. This would directly impact the serenity of our residence.

The property has over 2m of fall along its length with a significant drop around house 2. The close proximity of the houses will result in steep slopes or retaining walls between the houses. This will also impact vehicle movement, drainage and potential flooding/water inundation in houses 1 and 2.

We appreciate the proposal for single story dwellings and the colorbond fence to protect neighbours privacy.

5. Impact on Property Values:

The introduction of high-density housing on such a small block may negatively impact the property values in the surrounding area. This could result in financial losses for existing homeowners who have invested in maintaining the community's appeal.

In light of these concerns, we respectfully request that the application for the proposed development be reconsidered, and alternative solutions that are more in keeping with the character and capacity of our neighbourhood be explored. We appreciate your attention to this matter and look forward to a response.

Yours sincerely,

The image shows two handwritten signatures in black ink. The signature on the left is stylized and appears to be 'GJC'. The signature on the right is more cursive and appears to be 'JCrane'.

Gary and Jillian Crane

Mareeba Council
Re: Project location
10 Kowa st
Formally described as Lot 12 on M356127
Application reference MCU/24/0027
16/02/2025

Dear Council members,

We (Paul & Kristina Bishop), owners of 8 Kowa Street, are writing to object to the planned proposal of the project at 10 Kowa Street. We are opposed to 3x 3 bedroom units, however we are not opposed to 2x 3 bedroom units. Our reasoning is detailed below.

Our objections are:

**1. 5.1.5 - Parking & Access code
(9.4.3.2 purpose)**

One car space per unit and 1 visitors park for all 3 units is insufficient. 3 bedroom accommodation (rented or owned) could have the potential of 3+ vehicles.

Our question: Where will the extra vehicles be safely situated?

10 Kowa Street is located on a downhill bend which leads to the Council Depot. This is a very busy road with Council vehicles exiting Kowa Street onto Basalt Street.

There is limited parking in close proximity to 10 Kowa Street, which can potentially lead to unsafe parking areas. Single dwellings in close proximity to 10 Kowa Street already have cars parked outside on the road due to 3+ cars per property. Multiple occupants of driving age within these properties will lead to a congested corner and will lead to the risk of vehicular and pedestrian accidents.

We also have a front facing bedroom and can hear all vehicle noises, including door slamming and car engines starting up and driving away. This will increase with the extra vehicles disturbing our ability to maintain our lifestyle (Paul starts work at 3am).

2. Appendix 3
Development Plans Sheet 1 and PO2:

With three dwellings, the waste receptacles will be located at the fence line running down our property. They will be in line with our outdoor sitting area and garden. The waste receptacles are too close to our outdoor living area and have the potential (as Mareeba has consistent hot and humid weather) to give off pungent odours, leading to limiting our enjoyment in our own backyard.

The waste receptacle from proposed unit 1 will specifically permeate odours throughout our house as they are adjacent to our open block breeze garage which leads onto our indoor living areas. With Mareeba's lifestyle, our windows are never shut.

3. 5.1.2 Low Density Residential Zone code (62.6.2 purpose)

2(a)(b) - Majority of homes near to and adjacent to 10 Kowa Street are single dwellings. 3x 3 bedroom units will compromise existing character and amenity. We also do not believe that it will maintain the integrity of established residential dwellings.

(e) - It will not be safe for walking as no designated pavement present, as well as no designated cycle path. With the potential of extra vehicles parking on the road, safety cannot be guaranteed.

(g) - Privacy will be compromised, noise will be increased, lighting and odours will also be intensified and encroach on our daily lives. 800m² is the minimum for a multi dwelling accommodation. This site is 1012m², we consider that 3 dwellings will look overcrowded on this block and impact the integrity of the residential area.

(h) - We don't believe this development meets this requirement.

5.1.6 Works, Service and Infrastructure Code (9.4.5.2 propose)

2(a) - The water pressure is currently low at the best of times and when usage is high. Adding 3x 3 bedroom units will have the potential to reduce the pressure further.

(c) - Currently, the stormwater from 10 Kowa Street runs through both properties adjacent to 10 Kowa Street. In our wet season, the water floods our property (have evidential video if required). We have in the past asked the previous owner to rectify this, which has not been done. We cannot see on the site plan the proposed drainage which will overcome this issue. This leaves us concerned of potential damage to our property in the future.

Assessment Benchmarks:

We have addressed PO1 and PO2 above.

PO4 states that there will be sufficient private open spaces. We disagree that there will be sufficient private open spaces. We spend a lot of time outdoors and will be subjected to increased noise, odour, and lack of privacy from the private open spaces. There is an abundance of wildlife and birdlife that flock to our garden.

Property Value:

We are concerned that 3x 3 bedroom dwellings will decrease the value of our property.

Reasons why we are not opposed to 2x 3 bedroom units:

1. This will leave a larger area to accommodate surplus vehicles safely on site and not on the roadside.
2. Suggest that all refuse receptacles are housed in a designated compound at the front of the block (leading to Kowa Street) which will eliminate the odour permeating through our dwelling and outdoor area.
3. This will achieve a larger outdoor area for the 2x 3 bedroom dwelling, which will reduce noise, lighting, and odours to adjacent properties.
4. 2x 3 bedroom accommodations will be in keeping with the Council's low density residential code. They will be within the existing characteristic of Kowa Street.
5. All of the above can be achieved with the third unit being removed and the extra space utilised for the above reasons.

Thank you for reading our submission,

We look forward to your reply.

Kind Regards,

Paul and Kristina Bishop

R.D. Peebles
9 Kowa Street
Mareeba
4880
24/02/2025
Reference: MCU/24/0027



Re: Proposal for multi dwelling units on 10 Kowa Street

Dear Council,

I am writing to object to multi dwellings being built on 10 Kowa Street.

Kowa Street has no multi dwellings at all. Under the council's own Low Density Residential Zone (LDRZ) code, it clearly states that the Mareeba Shire Council's purpose of the LDRZ under 2a: 'To maintain the integrity of established residential areas, which are characterized primarily by dwelling houses and dual occupancy developments.'

b) 'Provide forms of residential development where existing character and amenity will not be compromised.'

I don't believe that 3x 3 bedroom dwellings meet this criteria. I am only in favor of one single dwelling to be built on that land.

On page 12 of the Planning Report at PO4/AO4, it states 'the density of the multi-dwelling contributes to the area by providing a house choice and affordability.'

I believe this will cause overcrowding, and due to the reputation of multi-dwelling units being rented out to vulnerable and lower social economic persons, this may contribute to their ongoing vulnerability with limited social support in Mareeba.

Accommodation Activity Code:

Page 13, 2 (i) states: 'Mareeba accommodates tertiary education.'

There is one college for agriculture which is a very specific and niche subject. Our nearest tertiary facility which offers a wide range of courses is TAFE, which is located in Smithfield. The distance to Smithfield is 62.9 kilometres with no public transport available in Mareeba to accommodate.

2 (n): 'To minimize any adverse impacts on the natural environment.' The proposal goes on to state that the three existing trees that are home to many native birds, insects, reptiles and possums will be removed. How does this minimize adverse impacts on the natural environment?

Works, Service, and Infrastructure Code:

2 (c): 'Development provides for the disposal of stormwater and ensures that there are no adverse impacts on water quality or ecological processes.'

(Stormwater states: 'The on site drainage systems have been designed (as illustrated on the site plan) to ensure the storm water is captured on site and directed to Kowa Street (lawful point of discharge) which complies with the relevant code requirements.')

Currently, the existing drainage and infrastructure for Kowa Street is severely lacking. Every wet season, my properties receive a deluge of stormwater, which leaves me to repair my fences every time. The storm water is not only from Kowa Street, but Basalt and Constance Street as well. I would like to see a detailed site plan as to how they are going to capture this storm water and dispose of it lawfully on Kowa Street where it does not impede on my property. I have video if required of the water that my properties receive during heavy rainfall.

Volume of Traffic:

Kowa Street is a dead end with a Council Depot and a church. The sheer volume of trucks and cars is already at a high level. Three extra multi-dwellings will add to this problem and with one designated car space per property, extra vehicles will have no choice but to park on the road, which will lead to unsafe conditions.

In essence, I am not opposed to one dwelling being built on 10 Kowa Street.

I look forward to your reply.

Thank you for your time,

Sincerely, 

R.D. Peebles.

8.3 GALATI FARMING PTY LTD - MATERIAL CHANGE OF USE - UNDEFINED USE - "RURAL WORKERS' ACCOMMODATION" AS DEFINED BY THE PLANNING REGULATION 2017 - LOT 15 ON RP855858 - 733 BILWON ROAD, BIBOOHRA - MCU/24/0028

Date Prepared: 10 March 2025

Author: Coordinator Planning Services

Attachments:

1. Proposal Plans [↓](#)
2. State Assessment and Referral Agency response dated 19 February 2025
[↓](#)

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	Galati Farming Pty Ltd	ADDRESS	733 Bilwon Road, Biboohra
DATE LODGED	6 January 2025	RPD	Lot 15 on RP855858
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use – Undefined Use – “Rural Workers’ Accommodation” as defined by the <i>Planning Regulation 2017</i>		
FILE NO	MCU/24/0028	AREA	28.823 ha
LODGED BY	U&i Town Plan	OWNER	G & G Galati
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Rural zone		
LEVEL OF ASSESSMENT	Impact Assessment		
SUBMISSIONS	Nil		

EXECUTIVE SUMMARY

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

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

The application is for a purpose-built rural workers’ accommodation facility accommodating 10 workers in separate rooms, together with kitchen, laundry and ancillary amenities. The buildings and infrastructure for the development has already been established on the site.

The entirety of the subject site (including the rural workers’ accommodation) is mapped as being within a flood hazard area under the Mareeba Shire Council Planning Scheme 2016 Flood Hazard Overlay.

Rural workers’ accommodation is an essential rural support use providing short to medium term accommodation for farm workers. By establishing the rural workers’ accommodation within the extreme flood hazard area, the applicant has accepted that the cost of flood impact is an operational cost of the rural activity.

Being short to medium term occupants, the farm workers are likely to be more resilient to the impacts of flooding as they can quickly evacuate to a safe location without needing to move substantial personal possessions.

All building work will require certification by a qualified structural engineer to be able to withstand damage from floodwater velocity and debris and prior to the occupation of the rural workers' accommodation, the landowner must obtain a Flood Emergency Evacuation Plan for the accommodation.

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

OFFICER'S RECOMMENDATION

1. That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	Galati Farming Pty Ltd	ADDRESS	733 Bilwon Road, Bibbohra
DATE LODGED	6 January 2025	RPD	Lot 15 on RP855858
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use – Undefined Use – “Rural Workers’ Accommodation” as defined by the <i>Planning Regulation 2017</i>		

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

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

And

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

(A) APPROVED DEVELOPMENT: Development Permit for Material Change of Use – Undefined Use – “Rural Workers’ Accommodation” as defined by the *Planning Regulation 2017*

(B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
1892-A-00	Cover Sheet	Humac Group	30.08.2024
1892-A-01	Part Site Plan	Humac Group	14.11.2024
1892-A-10	Floor Plan	Humac Group	30.08.2024
1892-A-11	Footing Plan	Humac Group	30.08.2024
1892-A-12	Roof Framing Plan	Humac Group	30.08.2024
1892-A-13	Roof Plan	Humac Group	30.08.2024
1892-A-20	Elevations	Humac Group	30.08.2024

(C) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

1. Development must be carried out generally in accordance with the approved plans and the facts and circumstances of the use as submitted with the application, subject to any alterations:
 - found necessary by Council's delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering requirements; and
 - to ensure compliance with the following conditions of approval.
2. Timing of Effect
 - 2.1 The conditions of the development permit must be complied with to the satisfaction of Council's delegated officer prior to the commencement of the use except where specified otherwise in these conditions of approval.
 - 2.2 Prior to the commencement of use, the applicant must notify Council that all the conditions of the development permit have been complied with, except where specified otherwise in these conditions of approval.
3. General
 - 3.1 The applicant/developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by condition(s) of this approval.
 - 3.2 All payments or bonds required to be made to the Council pursuant to any condition of this approval must be made prior to commencement of the use and at the rate applicable at the time of payment.
 - 3.3 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements (as amended) and to the satisfaction of Council's delegated officer.
 - 3.4 Noise Nuisance
 - 3.4.1 Refrigeration equipment, pumps, compressors and mechanical ventilation systems must be located, designed, installed and maintained to achieve a maximum noise level of 3dB(A) above background levels as measured from noise sensitive locations and a maximum noise level of 8dB(A) above background levels as measured from commercial locations.
 - 3.4.2 The applicant/developer must ensure the approved accommodation use is operated and managed (including noise generated by guests) to not exceed a maximum noise level of 3dB(A) above background levels as measured from noise sensitive locations.

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

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

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

3.6 Signage

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

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

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

3.7 Accommodation Capacity

No more than 10 individual workers shall be accommodated on-site at any given time.

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

3.8 Notification of Potential Rural Zone Impacts

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

"Guests should take note:

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

3.9 Bushfire Management

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

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

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

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

3.10 All building work must be certified by a qualified structural engineer to be able to withstand damage from floodwater velocity and debris associated with a 1 in 100 year flood event.

3.11 Flood Emergency Evacuation Plan

Prior to the occupation of the rural workers' accommodation, the landowner must obtain a Flood Emergency Evacuation Plan for the rural workers' accommodation prepared by suitably qualified persons having regard to Floodplain Management in Australia: Best Practice Principles and Guidelines (2000), prepared by Standing Committee on Agriculture and Resource Management (SCARM), CSIRO.

The Flood Emergency Evacuation Plan must be prominently displayed in the rural workers' accommodation at all times.

4. Infrastructure Services and Standards

4.1 Access

The existing access crossover must be upgraded/constructed (from the edge of Bilwon Road to the property boundary) in accordance with the FNQROC Development Manual, to the satisfaction of Council's delegated officer.

4.2 Stormwater Drainage

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

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

4.3 Car Parking/Internal Driveways

- (a) The applicant/developer must ensure that all car parking for the rural workers accommodation occurs on site and not on adjoining road reserves.
- (b) All car parking spaces and trafficable areas must be at minimum gravel surfaced and appropriately drained prior to the commencement of the use, to the satisfaction of Council's delegated officer.

- (c) All car parking spaces and internal driveways must be constructed in compliance with the following standards, to the satisfaction of Council's delegated officer:
 - Australian Standard AS2890:1 Off Street Parking – Car Parking Facilities;
 - Australian Standard AS1428:2001 – Design for Access and Mobility.
- (d) All parking spaces and trafficable areas must be maintained in good order and safe repair for the life of the development, to the satisfaction of Council's delegated officer.

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

4.4 Non-Reticulated Water Supply

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

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

4.5 On-Site Wastewater Management

All on site effluent disposal associated with the approved use must be in compliance with the latest version of On-Site Domestic Wastewater Management Standard (ASNZ1547) to the satisfaction of the Council's delegated officer.

4.6 Lighting

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

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

(D) ASSESSMENT MANAGER'S ADVICE

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

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

(c) Compliance with Acts and Regulations

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

(d) Environmental Protection and Biodiversity Conservation Act 1999

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

(e) Cultural Heritage

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

(f) Electric Ants

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

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

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

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

(E) REFERRAL AGENCY CONDITIONS

State Assessment and Referral Agency conditions dated 19 February 2025.

(F) RELEVANT PERIOD

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

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

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

- Development Permit for Building Work

(H) OTHER APPROVALS REQUIRED FROM COUNCIL

- Compliance Permit for Plumbing and Drainage Work
- Access approval arising from condition number 4.1

THE SITE

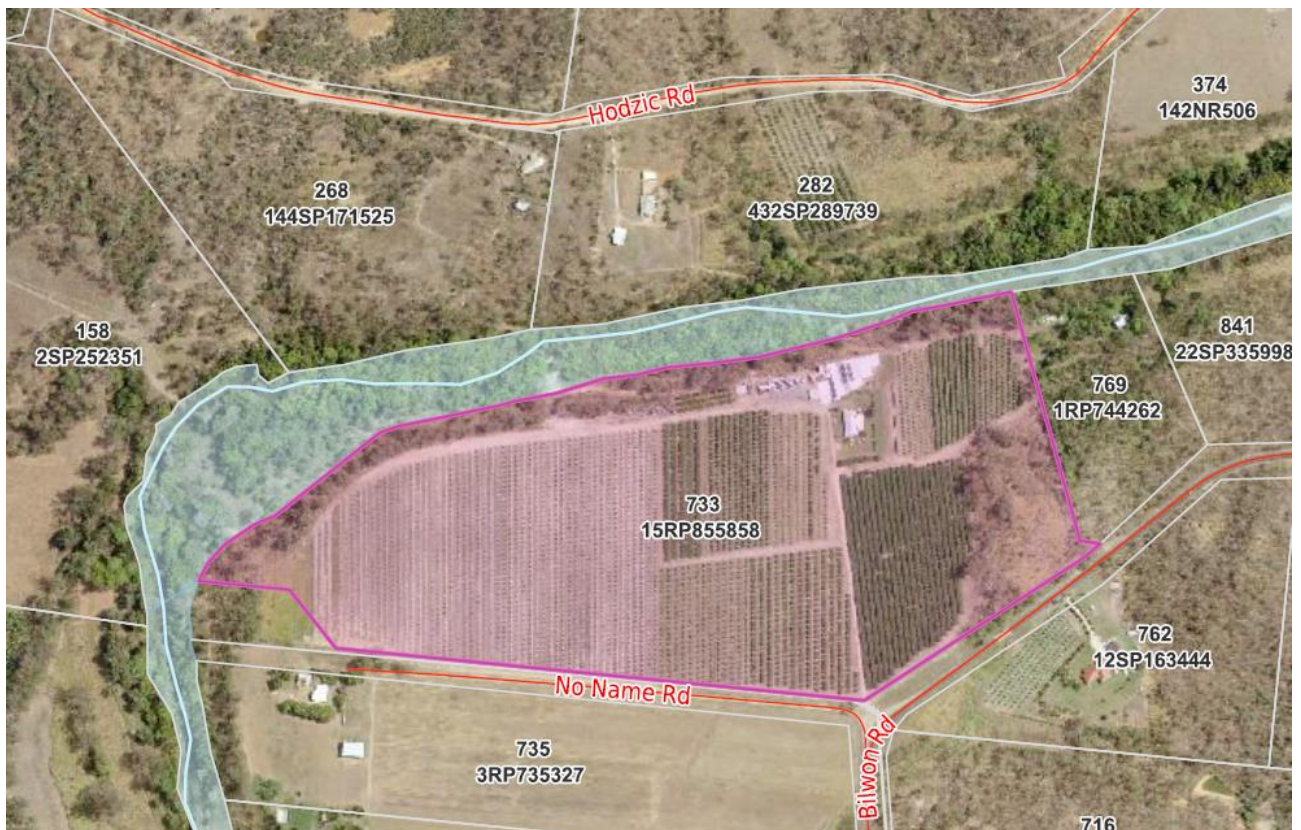
The subject site is situated at 733 Bilwon Road, Bibbohra and is described as Lot 15 on RP855858. The site is irregular in shape with an area of 28.828 hectares and is zoned Rural under the Mareeba Shire Council Planning Scheme 2016.

The site has frontages of approximately 340 metres to Bilwon Road and 590 metres to an unnamed/unformed road reserve. Bilwon Road is constructed to a rural bitumen sealed standard for the site's entire frontage. Access is gained off Bilwon Road via multiple crossovers.

The site is improved by a dwelling house and multiple farm sheds all clustered together along the northern boundary which adjoins the Barron River. The majority of the site is farmed as an orchard.

The subject site is connected to the following infrastructure services:

- Ergon Energy electricity supply;
- SunWater irrigation via the Barron River;
- Telecommunications infrastructure; and
- Local road network.



Map Disclaimer:

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



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BACKGROUND AND CONTEXT

The buildings and infrastructure necessary to carry out the rural workers' accommodation has already been constructed on site.

A private building certifier has been engaged to issue a building approval; however, this approval is pending the outcome of this material change of use application.

During a site inspection on 13 March 2025, the accommodation was not in use and there were no indications of any recent use.

PREVIOUS APPLICATIONS & APPROVALS

Nil

DESCRIPTION OF PROPOSED DEVELOPMENT

The development application seeks a Development Permit for Material Change of Use – Undefined Use – “Rural Workers’ Accommodation” as defined by the *Planning Regulation 2017* in accordance with the plans shown in **Attachment 1**.

The application describes the proposed development as follows:

“This development application is seeking a development permit for material change of use under the Planning Act 2016 at 733 Bilwon Road, Bibbohra to facilitate the establishment of a Rural Workers’ Accommodation facility. The proposed rural workers accommodation facility is designed to cater for up to 10 workers with 10 separate rooms, and four (4) separate showers and toilets to service the rooms. As part of the facility the workers will also have a worker’s kitchen and laundry facilities on-site.

The workers will be staying on site through the week typically and travel away on weekends to take a break. There has been adequate area allocated to the north of the buildings to accommodate a suitably designed on-site effluent disposal system. There is an existing access crossover and driveway into the property with existing hardstand areas that will provide more than enough space to cater for the workers staying on-site.

The site is also fenced with a gate and established landscape plantings located along the property boundary to Bilwon Road.”

REGIONAL PLAN DESIGNATION

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

- *Local Conservation Corridors*
- *Wetland Area of General Ecological Significance*
- *Terrestrial Area of High Ecological Significance*
- *Terrestrial Area of General Ecological Significance*

PLANNING SCHEME DESIGNATIONS

Strategic Framework:	Land Use Categories <ul style="list-style-type: none"> Rural Area (Rural Other) Natural Environmental Elements <ul style="list-style-type: none"> Biodiversity Areas Habitat Linkage Other Elements <ul style="list-style-type: none"> Major Watercourse (Barron River)
Zone:	Rural zone
Overlays:	Bushfire Hazard Overlay Environmental Significance Overlay Flood Hazard Overlay Hill and Slope Overlay Transport Infrastructure Overlay

Planning Regulation 2017 Land Use Definition

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

Rural workers' accommodation means the use of premises for accommodation, whether or not self-contained, for employees of a rural use, if the premises, and the premises where the rural use is carried out, are owned by the same person.

RELEVANT PLANNING INSTRUMENTS

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

Far North Queensland Regional Plan 2009-2031

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

State Planning Policy

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

Mareeba Shire Council Planning Scheme 2016**Strategic Framework****3.3 Settlement pattern and built environment****3.3.11 Element - Rural areas****3.3.11.1 Specific Outcomes**

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

Comment

The proposed development is for the construction of a purpose built accommodation facility to accommodate up to 10 rural workers.

The rural workers accommodated by this facility will service the applicant's orchard which is established over the subject site.

On site rural workers accommodation is considered to be a regular element of a modern, labour intensive, farming enterprise. The development is not considered to be of a scale or design that would adversely affect the rural amenity of the area and is considered allied with and ancillary to the primary rural land use.

The proposed development satisfies Specific Outcome 1.

3.3.14 Element—Natural hazard mitigation

3.3.14.1 Specific outcomes

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

Comment

The Barron River forms the north-western boundary of the site. The site is entirely covered by mapped flood hazard areas ranging from Significant to Extreme.

All Significant and High flood hazard areas are already developed with the undeveloped areas falling within the mapped Extreme flood hazard.

The proposed rural workers' accommodation is already constructed on site and is sited within the mapped Extreme flood hazard area. The rural workers' accommodation floor level is 790mm above the surrounding ground level. The predicted 100 year flood depth is around 3 metres at the development site.

The applicant offers the following reasoning for selecting the proposed site:

"Sufficient separation from the waterways being the Barron River, if put near the existing dwelling it would be too close to these waterways;

The location being right next to Bilwon Road provides the ability for the occupants to evacuate to Bilwon Road and higher ground in the event of a flood;

The location also has more efficient access to electricity along Bilwon Road and access of course to Bilwon Road; and

The RWA is also located away from the citrus orchid therefore providing suitable buffers and separation for spray drift and other impacts. It's a great outcome to keep the accommodation separated from the farming activities.

Overall, the development location is considered the best possible location for the RWA that is as far away as possible from the Barron River, and as close as possible to Bilwon Road in the event they have to evacuate to higher grounds."

The proposed development has been assessed against the criteria of performance outcome PO3 of the Flood Hazard Overlay code:

(a) likelihood and frequency of flooding;

Flooding has occurred on the subject land and other parts of Bibbohra on multiple occasions and is expected to occur again in the future when a major flood event is experienced.

(b) flood risk acceptability of development;

Rural workers' accommodation is an essential rural support use providing short to medium term accommodation for farm workers.

The rural workers accommodation is somewhat elevated off the ground and constructed of cost-effective materials.

All building work will require certification by a qualified structural engineer to be able to withstand damage from floodwater velocity and debris.

By establishing the rural workers' accommodation within the extreme flood hazard area, the applicant has accepted that the cost of flood impact is an operational cost of the rural activity.

(c) vulnerability of and safety risk to persons associated with the use;

Being short to medium term occupants, the farm workers are likely to be more resilient to the impacts of flooding as they can quickly evacuate to a safe location without needing to move substantial personal possessions.

(d) associated consequences of flooding in regard to impacts on proposed buildings, structures, and supporting infrastructure; and

By establishing the rural workers' accommodation within the extreme flood hazard area, the applicant has accepted that the cost of flood impact is an operational cost of the rural activity.

(e) associated consequences of flooding in respect to undue burden on disaster response recovery capacity and capabilities.

Prior to the occupation of the rural workers' accommodation, the landowner must obtain a Flood Emergency Evacuation Plan for the rural workers' accommodation prepared by suitably qualified persons having regard to Floodplain Management in Australia: Best Practice Principles and Guidelines (2000), prepared by Standing Committee on Agriculture and Resource Management (SCARM), CSIRO.

The Flood Emergency Evacuation Plan must be prominently displayed in the rural workers' accommodation at all times.

The proposed development can be conditioned to satisfy the specific outcomes.

3.7 Economic Development

3.7.2 Element - Rural and Agricultural land

3.7.2.1 Specific outcomes

- (4) *Built infrastructure and non-agricultural uses within farms will be co-located and clustered with existing farm dwellings and infrastructure to prevent encroachment on productive land.*

Comment

The proposed development will be sited on an unused part of the farm which is alienated from the productive land by an unnamed small waterway. The proposed development does not reduce the site's productivity.

The proposed development satisfies Specific Outcome 4.

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

Comment

The proposed development is compatible with the agricultural use of the subject land and general locality.

The proposed development satisfies Specific Outcomes 5.

Relevant Developments Codes

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

- 6.2.9 Rural zone code
- 8.2.3 Bushfire hazard overlay code
- 8.2.4 Environmental significance overlay code
- 8.2.6 Flood hazard overlay code
- 8.2.8 Hill and slope overlay code
- 9.3.1 Accommodation activities code
- 9.4.2 Landscaping code
- 9.4.3 Parking and access code
- 9.4.5 Works, services and infrastructure code

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

Relevant Codes	Comments
Rural zone code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Bushfire hazard overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Environmental significance overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Flood hazard overlay code	Compliance with the following performance outcomes is addressed in planning discussion section of this report: <ul style="list-style-type: none"> • PO3 • PO4 • PO12 Refer to planning discussion section of report.
Hill and slope overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Accommodation activities code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Landscaping code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Parking and access code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Works, services and infrastructure code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.

Planning Scheme Policies/Infrastructure Charges Plan

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

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

Adopted Infrastructure Charges Notice

The proposed development is for a 10 bed rural workers accommodation to support the orchard established on the subject site.

Currently, rural workers are sourced off-site when required, travelling to and from the site daily.

Accommodating rural workers on site will result in an overall decrease in vehicle traffic associated with the farming operation. As such, an additional trunk infrastructure condition is not considered necessary in this instance.

REFERRAL AGENCY

The application triggered referral to the State Assessment and Referral Agency as a Concurrence Agency (SARA – Clearing of Vegetation).

That Department advised in a letter dated 19 February 2025 that they require the conditions to be attached to any approval (**Attachment 2**).

Internal Consultation

Technical Services.

PUBLIC NOTIFICATION

The development proposal was placed on public notification from 12 February 2025 to 5 March 2025. The applicant submitted the notice of compliance on 6 March 2025 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

No submissions were received.

PLANNING DISCUSSION

Compliance with Performance Outcome PO3, PO4 and PO12 of the Flood Hazard Overlay code is discussed below:

8.2.6 Flood Hazard Overlay code

Extreme flood hazard area

PO3

Development, where involving a Material change of use within an 'Extreme flood hazard area' on the Flood hazard overlay maps (OM006a-o), is appropriate to the flood hazard risk having regard to the:

- (a) likelihood and frequency of flooding;*
- (b) flood risk acceptability of development;*
- (c) vulnerability of and safety risk to persons associated with the use;*

- (d) *associated consequences of flooding in regard to impacts on proposed buildings, structures, and supporting infrastructure; and*
- (e) *associated consequences of flooding in respect to undue burden on disaster response recovery capacity and capabilities.*

AO3.1

Uses within the following activity groups are not located within an 'Extreme flood hazard area identified' on the Flood hazard overlay maps (OM006a-o):

- (a) *Accommodation activities;*
- (b) *Commercial activities;*
- (c) *Community activities except where for a Club with a maximum gross floor area of 100m²;*
- (d) *Industrial activities;*
- (e) *Rural activities, except where for Animal husbandry, Cropping, or Permanent plantation.*

Comment

The Barron River forms the north-western boundary of the site. The site is entirely covered by mapped flood hazard areas ranging from Significant to Extreme.

All Significant and High flood hazard areas are already developed with the undeveloped areas falling within the mapped Extreme flood hazard.

The proposed rural workers' accommodation is already constructed on site and is sited within the mapped Extreme flood hazard area.

The applicant offers the following reasoning for selecting the proposed site:

- *Sufficient separation from the waterways being the Barron River, if put near the existing dwelling it would be too close to these waterways;*
The location being right next to Bilwon Road provides the ability for the occupants to evacuate to Bilwon Road and higher ground in the event of a flood;
- *The location also has more efficient access to electricity along Bilwon Road and access of course to Bilwon Road; and*
- *The RWA is also located away from the citrus orchid therefore providing suitable buffers and separation for spray drift and other impacts. It's a great outcome to keep the accommodation separated from the farming activities.*
- *Overall, the development location is considered the best possible location for the RWA that is as far away as possible from the Barron River, and as close as possible to Bilwon Road in the event they have to evacuate to higher grounds.*

The proposed development does not satisfy AO3.1, therefore assessment is required against the criteria of PO3:

- (a) *likelihood and frequency of flooding;*

Flooding has occurred on the subject land and other parts of Bibbohra on multiple occasions and is expected to occur again in the future when a major flood event is experienced.

- (b) *flood risk acceptability of development;*

Rural workers' accommodation is an essential rural support use providing short to medium term accommodation for farm workers.

The rural workers accommodation is somewhat elevated off the ground and constructed of cost-effective materials.

All building work will require certification by a qualified structural engineer to be able to withstand damage from floodwater velocity and debris.

By establishing the rural workers' accommodation within the extreme flood hazard area, the applicant has accepted that the cost of flood impact is an operational cost of the rural activity.

(c) *vulnerability of and safety risk to persons associated with the use;*

Being short to medium term occupants, the farm workers are likely to be more resilient to the impacts of flooding as they can quickly evacuate to a safe location without needing to move substantial personal possessions.

(d) *associated consequences of flooding in regard to impacts on proposed buildings, structures, and supporting infrastructure; and*

By establishing the rural workers' accommodation within the extreme flood hazard area, the applicant has accepted that the cost of flood impact is an operational cost of the rural activity.

(e) *associated consequences of flooding in respect to undue burden on disaster response recovery capacity and capabilities.*

Prior to the occupation of the rural workers' accommodation, the landowner must obtain a Flood Emergency Evacuation Plan for the rural workers' accommodation prepared by suitably qualified persons having regard to Floodplain Management in Australia: Best Practice Principles and Guidelines (2000), prepared by Standing Committee on Agriculture and Resource Management (SCARM), CSIRO.

The Flood Emergency Evacuation Plan must be prominently displayed in the rural workers' accommodation at all times.

The development can be conditioned to satisfy PO3.

PO4

Development is located and designed to:

- (a) *maintain and enhance the flood conveyance capacity of the premises;*
- (b) *not increase the number of people calculated to be at risk from flooding;*
- (c) *not increase the flood impact on adjoining premises;*
- (d) *ensure the safety of all persons by ensuring that development levels are set above the defined flood level;*
- (e) *reduce property damage; and*
- (f) *provide flood immune access to buildings.*

AO4.1

Buildings, including extensions to existing buildings, are:

- (a) *not located within an 'Extreme flood hazard area' identified on the Flood hazard overlay maps (OM006a-o); or*

- (b) *elevated above the defined flood level, with 0.3 metres freeboard from the defined flood level provided for habitable rooms within a dwelling.*

Comment

The rural workers' accommodation floor level is 790mm above the surrounding ground level.

The predicted 100 year flood depth is around 3 metres at the development site.

By establishing the rural workers' accommodation within the extreme flood hazard area, the applicant has accepted that the cost of flood impact is an operational cost of the rural activity.

Prior to the occupation of the rural workers' accommodation, the landowner must obtain a Flood Emergency Evacuation Plan for the rural workers' accommodation prepared by suitably qualified persons having regard to Floodplain Management in Australia: Best Practice Principles and Guidelines (2000), prepared by Standing Committee on Agriculture and Resource Management (SCARM), CSIRO.

The Flood Emergency Evacuation Plan must be prominently displayed in the rural workers' accommodation at all times.

Where for Material change of use or Reconfiguring a lot that involves new gross floor area or increases the number of persons living, working or residing in the Extreme flood hazard area, High flood hazard area or Significant flood hazard area other than a Dwelling house.

PO12

Flood risk management minimises the impact on property and appropriately protects the health and safety of persons at risk of Extreme, high or significant flood hazard, and:

- (a) *indicates the position and path of all safe evacuation routes off the site; and*
- (b) *if the site contains or is within 100 metres of a flood hazard area, hazard warning signage and depth indicators are provided at key hazard points, such as at floodway crossings.*

Comment

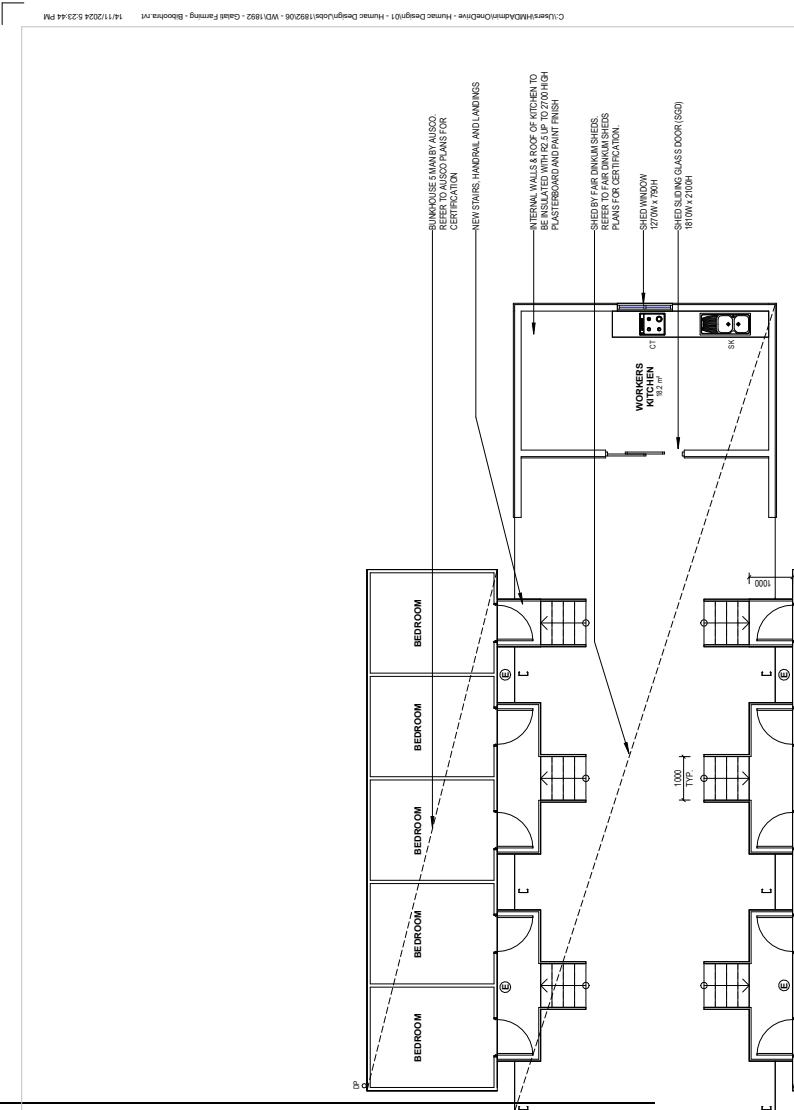
The development will be conditioned to comply.

Prior to the occupation of the rural workers' accommodation, the landowner must obtain a Flood Emergency Evacuation Plan for the rural workers' accommodation prepared by suitably qualified persons having regard to Floodplain Management in Australia: Best Practice Principles and Guidelines (2000), prepared by Standing Committee on Agriculture and Resource Management (SCARM), CSIRO.

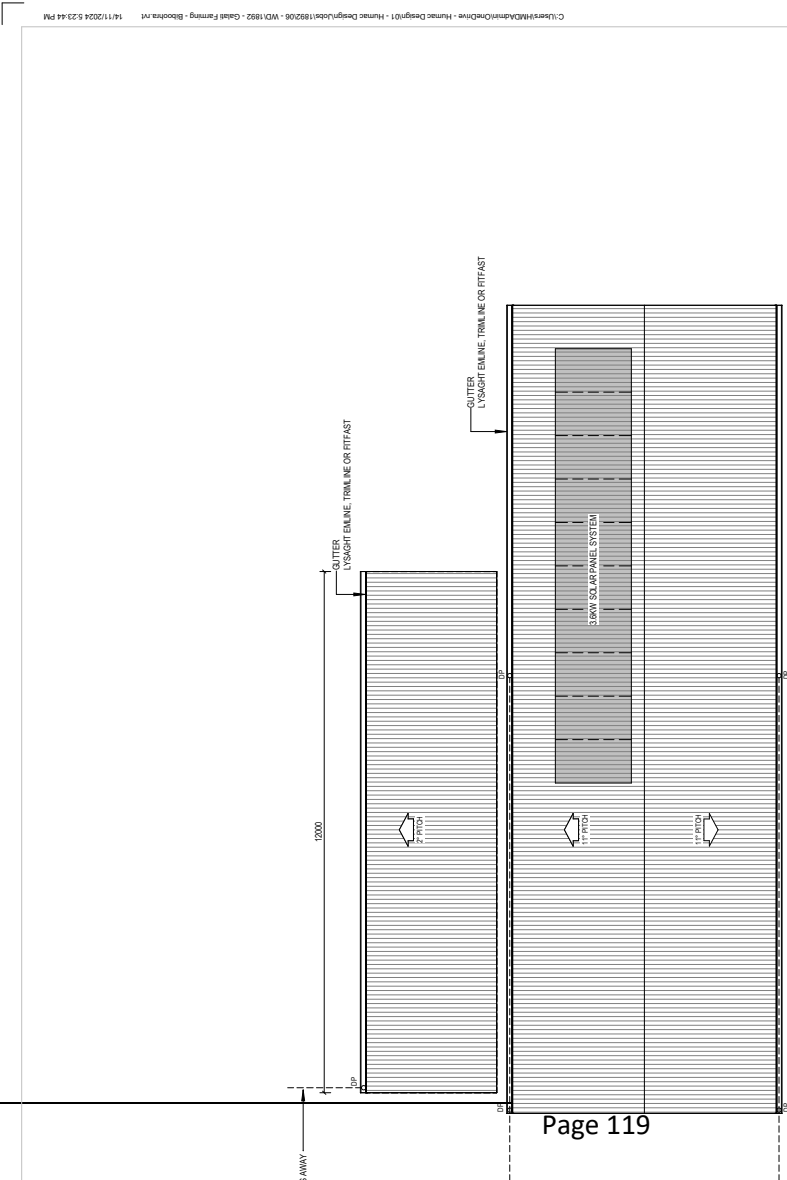
The Flood Emergency Evacuation Plan must be prominently displayed in the rural workers' accommodation at all times.

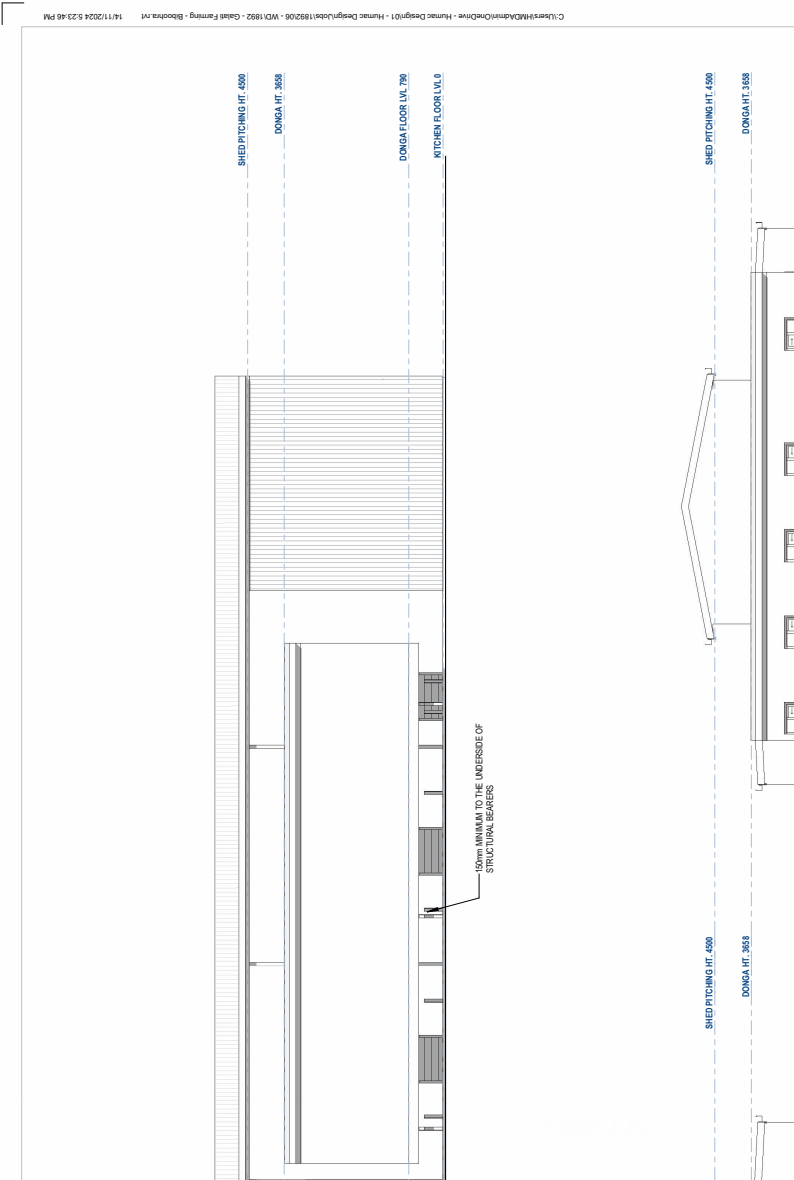












RA6-N



SARA reference: 2501-44257 SRA
Council reference: MCU/24/0028
Applicant reference: M3-24

19 February 2025

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

Attention: Carl Ewin

Dear Sir/Madam

SARA referral agency response—733 Bilwon Road, Bibbohra

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

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 15 January 2025.

Response

Outcome:	Referral agency response – with conditions
Date of response:	19 February 2025
Conditions:	The conditions in Attachment 1 must be attached to any development approval
Advice:	Advice to the applicant is in Attachment 2
Reasons:	The reasons for the referral agency response are in Attachment 3

Development details

Description:	Development permit	Material change of use for a Rural Workers Accommodation (as defined by the Planning Regulation 2017)
SARA role:	Referral agency	
SARA trigger:	Schedule 10, Part 3, Division 4, Table 3 (Planning Regulation 2017).	

Page 1 of 6

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

2501-44257 SRA

Development application for clearing native vegetation - material change of use that is assessable development under a local categorising instrument

SARA reference: 2501-44257 SRA

Assessment manager: Mareeba Shire Council

Street address: 733 Bilwon Road, Bibbohra

Real property description: Lot 15 on RP855858

Applicant name: Galati Farming Pty Ltd
C/- U&i Town Plan

Applicant contact details: 35 Sutherland Street
Mareeba QLD 4880
ramon@uitownplan.com.au

Human Rights Act 2019 considerations: The decision has been assessed for compatibility with human rights under the *Human Rights Act 2019*. The decision was found not to limit human rights under the *Human Rights Act 2019* therefore, it is reasonable to conclude the decision is compatible with human rights.

Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (Chapter 1, s.30 Development Assessment Rules). Copies of the relevant provisions are in **Attachment 4**.

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

For further information please contact Sue Lockwood, Senior Planning Officer, on 40373214 or via email CairnsSARA@dsdipg.qld.gov.au who will be pleased to assist.

Yours sincerely



Brett Nancarrow
Manager (Planning)

cc Galati Farming Pty Ltd c/- U&i Town Plan, ramon@uitownplan.com.au

enc Attachment 1 - Referral agency conditions
Attachment 2 - Advice to the applicant
Attachment 3 - Reasons for referral agency response
Attachment 4 - Representations about a referral agency response provisions
Attachment 5 - Documents referenced in conditions

2501-44257 SRA

Attachment 1—Referral agency conditions

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

No.	Conditions	Condition timing
Material change of use		
10.3.4.3 – Development application for clearing native vegetation - material change of use that is assessable development under a local categorising instrument —The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):		
1.	Clearing of vegetation must: <ul style="list-style-type: none"> (a) only occur within Area A^(A1-A4) and C^(C1) as shown on the attached: <ul style="list-style-type: none"> (i) Vegetation Management Plan, prepared by Queensland Government, reference VMP 2501-44257 SRA, Sheet 1 of 1, version 1, and (ii) Attachment to Vegetation Management Plan VMP 2501-44257 SRA Derived Reference Points for GPS. (b) not exceed 0.266 hectares. 	At all times
2.	Built infrastructure, other than for roads, tracks, fences and underground services, must not be established, constructed or located within Area C ^(C1) as shown on the attached: <ul style="list-style-type: none"> (a) Vegetation Management Plan, prepared by Queensland Government, reference VMP 2501-44257SRA, Sheet 1 of 1, version 1, and (b) Attachment to Vegetation Management Plan VMP 2501-44257SRA Derived Reference Points for GPS. 	At all times

2501-44257 SRA

Attachment 2—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> , its regulation or the State Development Assessment Provisions (SDAP) (version 3.2). If a word remains undefined it has its ordinary meaning.
2.	Clearing native vegetation To request an electronic file of the GPS coordinates/Derived Reference Points contained in an Attachment of this decision notice, email a request to the Department of Natural Resources and Mines, Manufacturing, and Regional and Rural Development at: vegetation.support@resources.qld.gov.au include application reference 2501-44257 SRA.

2501-44257 SRA

Attachment 3—Reasons for referral agency response

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

The reasons for the SARA's decision are:

The development complies with the assessment benchmarks of State code 16: Native vegetation clearing of SDAP (version 3.2) in that the development:

- avoids clearing, or where avoidance is not reasonably possible, minimises clearing to:
 - o conserve vegetation
 - o avoid land degradation
 - o avoid the loss of biodiversity
 - o maintain ecological processes
- minimises contributions to greenhouse gas emissions
- minimises and mitigates impacts on vegetation where avoidance is not possible

Material used in the assessment of the application:

- the development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- the SDAP (version 3.2), as published by SARA
- the Development Assessment Rules
- SARA DA Mapping system
- Google Maps
- Queensland Globe
- section 58 of the *Human Rights Act 2019*

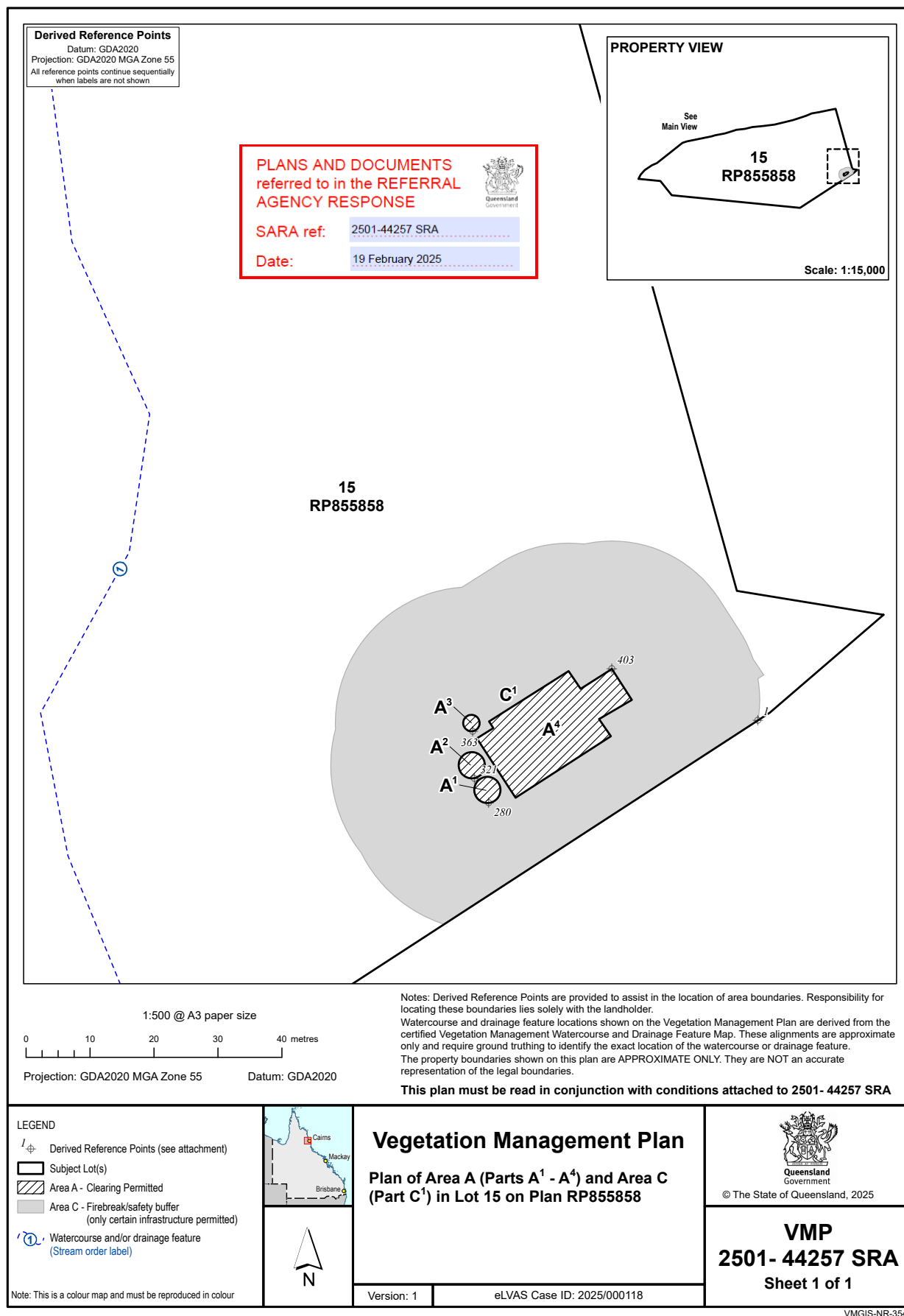
Attachment 4—Representations about a referral agency response provisions

(page left intentionally blank – attached separately)

2501-44257 SRA

Attachment 5—Documents referenced in conditions

(page left intentionally blank – attached separately)



Attachment: 2501-44257 SRA
Derived Reference Points
Datum: GDA2020, Projection: MGA Zone 55

PLANS AND DOCUMENTS
referred to in the REFERRAL
AGENCY RESPONSE



SARA ref: 2501-44257 SRA

Date: 19 February 2025

Notes: Derived Reference Points are provided to assist in the location of area boundaries.
 Responsibility for locating these boundaries lies solely with the landholder and delegated contractor(s).
 Coordinates start at a point indicated on the accompanying plan and continue sequentially when labels are not shown.

Part ID	Unique ID	Easting	Northing
C1	1	332077	8134957
C1	2	332028	8134925
C1	3	332028	8134925
C1	4	332027	8134925
C1	5	332025	8134926
C1	6	332025	8134926
C1	7	332025	8134926
C1	8	332024	8134927
C1	9	332023	8134927
C1	10	332022	8134928
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C1	16	332019	8134930
C1	17	332018	8134931
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Page 1 of 3

Attachment: 2501-44257 SRA
Derived Reference Points
Datum: GDA2020, Projection: MGA Zone 55

PLANS AND DOCUMENTS
referred to in the REFERRAL
AGENCY RESPONSE



SARA ref: 2501-44257 SRA

Date: 19 February 2025

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C1	224	332031	8134950
C1	225	332031	8134950
C1	226	332031	8134949
C1	227	332031	8134949
C1	228	332031	8134949
C1	229	332031	8134949
C1	230	332031	8134948
C1	231	332031	8134948
C1	232	332032	8134948
C1	233	332032	8134948
C1	234	332032	8134948
C1	235	332032	8134948
C1	236	332033	8134948
C1	237	332033	8134948
C1	238	332033	8134948
C1	239	332033	8134948
C1	240	332033	8134958

Part ID	Unique ID	Easting	Northing
C1	241	332032	8134958
C1	242	332032	8134957
C1	243	332032	8134957
C1	244	332032	8134957
C1	245	332032	8134957
C1	246	332032	8134957
C1	247	332031	8134957
C1	248	332031	8134957
C1	249	332031	8134957
C1	250	332031	8134956
C1	251	332031	8134956
C1	252	332031	8134956
C1	253	332031	8134956
C1	254	332031	8134956
C1	255	332032	8134955
C1	256	332032	8134955
C1	257	332032	8134955
C1	258	332032	8134955
C1	259	332032	8134955
C1	260	332033	8134955
C1	261	332033	8134955
C1	262	332033	8134955
C1	263	332033	8134955
C1	264	332033	8134955
C1	265	332033	8134955
C1	266	332034	8134955
C1	267	332034	8134956
C1	268	332034	8134956
C1	269	332034	8134956
C1	270	332034	8134956
C1	271	332034	8134956
C1	272	332034	8134957
C1	273	332034	8134957
C1	274	332034	8134957
C1	275	332033	8134957
C1	276	332033	8134957
C1	277	332033	8134957
C1	278	332033	8134957
C1	279	332033	8134958
A1	280	332035	8134944
A1	281	332035	8134944
A1	282	332035	8134944
A1	283	332034	8134944
A1	284	332034	8134944
A1	285	332034	8134944
A1	286	332033	8134944
A1	287	332033	8134945
A1	288	332033	8134945
A1	289	332033	8134945
A1	290	332033	8134946
A1	291	332033	8134946
A1	292	332033	8134946
A1	293	332033	8134947
A1	294	332033	8134947
A1	295	332034	8134947
A1	296	332034	8134947
A1	297	332034	8134948
A1	298	332034	8134948
A1	299	332035	8134948
A1	300	332035	8134948

Part ID	Unique ID	Easting	Northing
A1	301	332035	8134948
A1	302	332036	8134948
A1	303	332036	8134948
A1	304	332036	8134947
A1	305	332036	8134947
A1	306	332037	8134947
A1	307	332037	8134947
A1	308	332037	8134947
A1	309	332037	8134946
A1	310	332037	8134946
A1	311	332037	8134946
A1	312	332037	8134945
A1	313	332037	8134945
A1	314	332037	8134945
A1	315	332037	8134944
A1	316	332036	8134944
A1	317	332036	8134944
A1	318	332036	8134944
A1	319	332036	8134944
A1	320	332035	8134944
A2	321	332033	8134948
A2	322	332033	8134948
A2	323	332032	8134948
A2	324	332032	8134948
A2	325	332032	8134948
A2	326	332032	8134948
A2	327	332031	8134948
A2	328	332031	8134948
A2	329	332031	8134949
A2	330	332031	8134949
A2	331	332031	8134949
A2	332	332031	8134949
A2	333	332031	8134950
A2	334	332031	8134950
A2	335	332031	8134950
A2	336	332031	8134951
A2	337	332031	8134951
A2	338	332031	8134951
A2	339	332031	8134951
A2	340	332032	8134951
A2	341	332032	8134952
A2	342	332032	8134952
A2	343	332033	8134952
A2	344	332033	8134952
A2	345	332033	8134952
A2	346	332034	8134951
A2	347	332034	8134951
A2	348	332034	8134951
A2	349	332034	8134951
A2	350	332034	8134950
A2	351	332035	8134950
A2	352	332035	8134950
A2	353	332035	8134949
A2	354	332035	8134949
A2	355	332034	8134949
A2	356	332034	8134949
A2	357	332034	8134948
A2	358	332034	8134948
A2	359	332034	8134948
A2	360	332033	8134948

Page 2 of 3

Attachment: 2501-44257 SRA
Derived Reference Points
Datum: GDA2020, Projection: MGA Zone 55

PLANS AND DOCUMENTS
referred to in the REFERRAL
AGENCY RESPONSE



SARA ref: 2501-44257 SRA

Date: 19 February 2025

Notes: Derived Reference Points are provided to assist in the location of area boundaries.
Responsibility for locating these boundaries lies solely with the landholder and delegated contractor(s).
Coordinates start at a point indicated on the accompanying plan and continue sequentially when labels are not shown.

Part ID	Unique ID	Easting	Northing
A2	361	332033	8134948
A2	362	332033	8134948
A3	363	332033	8134955
A3	364	332033	8134955
A3	365	332032	8134955
A3	366	332032	8134955
A3	367	332032	8134955
A3	368	332032	8134955
A3	369	332032	8134955
A3	370	332031	8134956
A3	371	332031	8134956
A3	372	332031	8134956
A3	373	332031	8134956
A3	374	332031	8134956
A3	375	332031	8134957
A3	376	332031	8134957
A3	377	332031	8134957
A3	378	332032	8134957
A3	379	332032	8134957
A3	380	332032	8134957
A3	381	332032	8134957
A3	382	332032	8134957
A3	383	332032	8134958
A3	384	332033	8134958
A3	385	332033	8134957
A3	386	332033	8134957
A3	387	332033	8134957
A3	388	332033	8134957
A3	389	332034	8134957
A3	390	332034	8134957
A3	391	332034	8134957
A3	392	332034	8134956
A3	393	332034	8134956
A3	394	332034	8134956
A3	395	332034	8134956
A3	396	332034	8134956
A3	397	332034	8134955
A3	398	332033	8134955
A3	399	332033	8134955
A3	400	332033	8134955
A3	401	332033	8134955
A3	402	332033	8134955
A4	403	332055	8134965
A4	404	332058	8134960
A4	405	332052	8134957
A4	406	332054	8134954
A4	407	332039	8134945
A4	408	332033	8134954
A4	409	332036	8134955
A4	410	332035	8134956
A4	411	332048	8134964
A4	412	332050	8134962
A4	413	332055	8134965

Development Assessment Rules—Representations about a referral agency response

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

Part 6: Changes to the application and referral agency responses

28 Concurrence agency changes its response or gives a late response

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

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

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

Part 7: Miscellaneous

30 Representations about a referral agency response

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

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

8.4	R & C ANDERLE - MATERIAL CHANGE OF USE - NATURE-BASED TOURISM - LOTS 64 & 65 ON HG59 - 211 BRUCE WEIR ROAD, DIMBULAH - MCU/25/0003
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Date Prepared: 25 March 2025

Author: Coordinator Planning Services

Attachments: 1. Proposal Plans [↓](#)

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	R & C Anderle	ADDRESS	211 Bruce Weir Road, Dimbulah
DATE LODGED	13 February 2025	RPD	Lot 64 & 65 on HG59
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use – Nature-based Tourism		
FILE NO	MCU/25/0003	AREA	Lot 64 – 69.302 ha Lot 65 – 79.723 ha
LODGED BY	Freshwater Planning Pty Ltd	OWNER	R & C Anderle
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Rural zone		
LEVEL OF ASSESSMENT	Impact Assessment		
SUBMISSIONS	Nil		

EXECUTIVE SUMMARY

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

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

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

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

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

OFFICER'S RECOMMENDATION

1. That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	R & C Anderle	ADDRESS	211 Bruce Weir Road, Dimbulah
DATE LODGED	13 February 2025	RPD	Lot 64 & 65 on HG59
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use – Nature-based Tourism		

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

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

And

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

(A) APPROVED DEVELOPMENT: Development Permit for Material Change of Use – Nature-based tourism

(B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
Site Plan - Detail	Anderle – Nature-Based Tourism	-	13/11/2024
Site Plan	Anderle – Nature-Based Tourism	-	13/11/2024

(C) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

1. Development must be carried out generally in accordance with the approved plans and the facts and circumstances of the use as submitted with the application, subject to any alterations:
 - found necessary by Council's delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering requirements; and
 - to ensure compliance with the following conditions of approval.
2. Timing of Effect
 - 2.1 The conditions of the development permit must be complied with to the satisfaction of Council's delegated officer prior to the commencement of the use except where specified otherwise in these conditions of approval.

- 2.2 Prior to the commencement of use, the applicant must notify Council that all the conditions of the development permit have been complied with, except where specified otherwise in these conditions of approval.

3. General

- 3.1 The applicant/developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by condition(s) of this approval.

- 3.2 All payments or bonds required to be made to the Council pursuant to any condition of this approval must be made prior to commencement of the use and at the rate applicable at the time of payment.

- 3.3 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements (as amended) and to the satisfaction of Council's delegated officer.

3.4 Noise Nuisance

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

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

3.5 Waste Management

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

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

3.6 Signage

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

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

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

3.7 Maximum daily visitations

No more than 30 vehicles shall be permitted to visit the nature-based tourism on any one (1) day.

Visitation records must be kept and presented to Council upon request should any complaint of daily visitor exceedance be received.

3.8 Notification of Potential Rural Zone Impacts

The applicant is to erect signage in plain sight and in large legible writing at the nature-based tourism car park advising guests that the subject land is zoned Rural under the Mareeba Shire Council Planning Scheme 2016 and is in a rural locality. The signage should generally state the following:

"Guests should take note:

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

3.9 Bushfire Management

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

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

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

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

3.10 As campsite 4 is within the mapped Potential Flood Hazard area, no habitable buildings are to be constructed at this campsite.

3.11 Flood Emergency Evacuation Plan

Prior to the commencement of the nature-based tourism, the landowner must obtain a Flood Emergency Evacuation Plan for the nature-based tourism prepared by suitably qualified persons having regard to Floodplain Management

in Australia: Best Practice Principles and Guidelines (2000), prepared by Standing Committee on Agriculture and Resource Management (SCARM), CSIRO.

The Flood Emergency Evacuation Plan must be prominently displayed on-site at all times.

4. Infrastructure Services and Standards

4.1 Access

The existing access crossover/s must be maintained for the life of the development (from the edge of Bruce Weir Road to the property boundary) in accordance with the FNQROC Development Manual, to the satisfaction of Council's delegated officer.

4.2 Stormwater Drainage

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

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

4.3 Car Parking/Internal Driveways

(a) The applicant/developer must ensure that all car parking for the nature-based tourism occurs on site and not on adjoining road reserves.

(b) All car parking spaces and trafficable areas must be at minimum gravel surfaced and appropriately drained prior to the commencement of the use, to the satisfaction of Council's delegated officer.

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

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

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

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

4.4 Non-Reticulated Water Supply

Where a potable water supply is provided, the potable water supply must satisfy the standards for drinking water set by the Australian Drinking Water Guidelines 2004 (National Health and Medical Research Council and the National Resource Management Ministerial Council).

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

4.5 On-Site Wastewater Management

All on site effluent disposal associated with the approved use must be in compliance with the latest version of On-Site Domestic Wastewater Management Standard (ASNZ1547) to the satisfaction of the Council's delegated officer.

4.6 Lighting

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

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

(D) ASSESSMENT MANAGER'S ADVICE

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

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

- (c) Compliance with applicable codes/policies

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

- (d) Compliance with Acts and Regulations

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

- (e) Environmental Protection and Biodiversity Conservation Act 1999

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

- (f) Cultural Heritage

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

(g) Electric Ants

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

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

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

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

(E) RELEVANT PERIOD

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

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

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

- Nil

(G) OTHER APPROVALS REQUIRED FROM COUNCIL

- Access approval arising from condition number 4.1

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

Development Type	Rate	Measure	Charge	Credit Detail	Balance
	per 10 vmpd	vmpd		vmpd	
Nature-based Tourism	\$5,452.00	60	\$32,712.00	40	\$10,904.00

TOTAL CURRENT AMOUNT OF CHARGE

\$10,904.00

THE SITE

The site is located at 211 Bruce Weir Road, Dimbulah and encompasses two (2) freehold allotments with a combined area of 149.025 hectares.

The particular details of the lots are as follows:

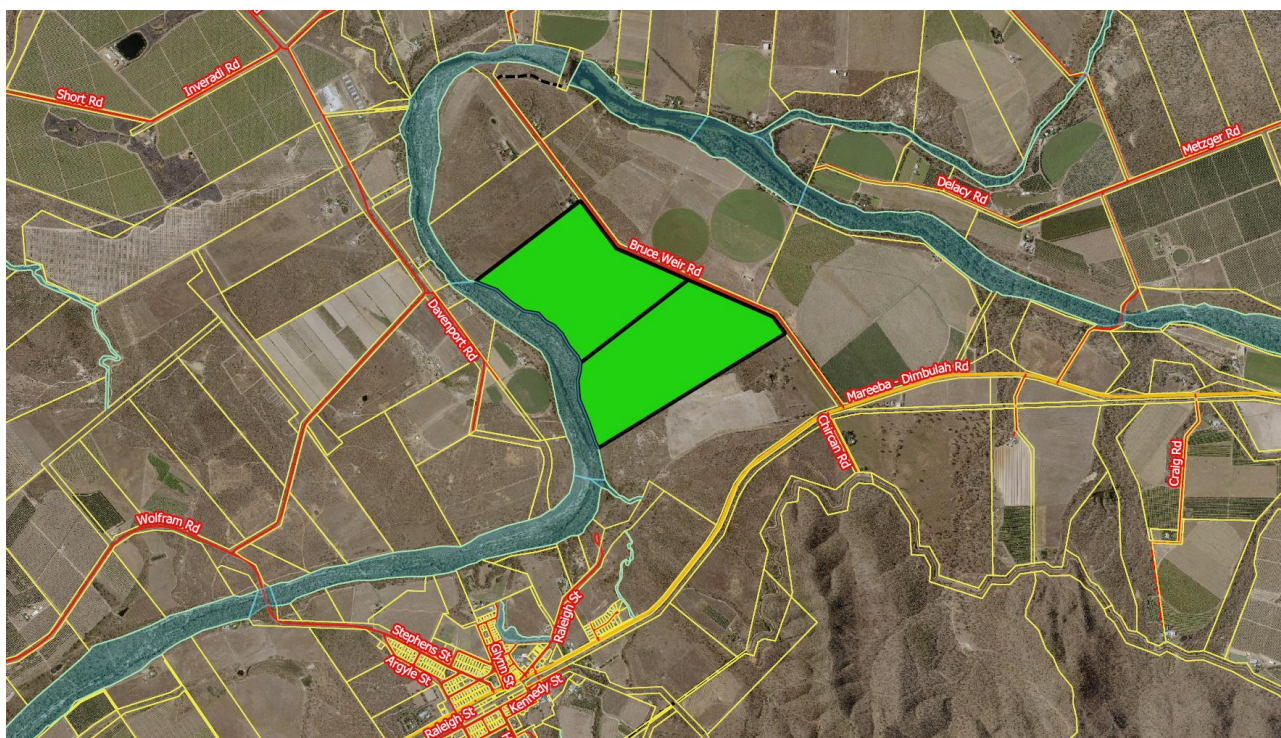
- Lot 64 on HG59, area of 69.302 hectares, frontage of approximately 950 metres to Bruce Weir Road; and
- Lot 65 on HG59, area of 79.723 hectares, frontage of approximately 780 metres to Bruce Weir Road.

Bruce Weir Road between the Mareeba-Dimbulah Road and the site is formed to a single lane rural bitumen sealed standard with a width between 3 and 4 metres. Access to both lots is obtained directly off Bruce Weir Road.



Map Disclaimer:

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

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The site is improved with a dwelling house, multiple sheds and associated structures. The western boundary of both parcels abuts the Walsh River. The site is presently used for animal husbandry with a former 6 hectare lime tree orchard having been removed and this area being allowed to revert back to its natural state together with the balance of the site.

The site is zoned Rural under the Mareeba Shire Council Planning Scheme 2016 as are all other lots along Bruce Weir Road.

BACKGROUND AND CONTEXT

Nil

PREVIOUS APPLICATIONS & APPROVALS

Nil

DESCRIPTION OF PROPOSED DEVELOPMENT

The development application seeks a Development Permit for Material Change of Use – Nature-based tourism in accordance with the plans shown in **Attachment 1**.

The application describes the proposed development as follows:

“A Development Permit for a Material Change of Use is sought to facilitate the provision of Nature-Based Tourism over the property in two (2) Stages. The first stage is to provide the initial Nature-Based Tourism Use with the second stage providing four (4) Campsites (possibly Cabins within the future). The Nature-Based Tourism will utilise the existing natural features, dams, vegetation, wildlife and walking trails throughout the property. The proposal will ensure

to enhance the existing natural features of the property providing a Nature-Based attraction to support Dimbulah, surrounding Townships and Mareeba's Region.

The proponents have provided Freshwater Planning Pty Ltd with the following in relation to the proposed development of the site:

Our farm, addressed at 211 Bruce Weir Road Dimbulah, comprises of two titles that are roughly 380 acres in total. We are proposing our Nature-Based Tourism over the property which is slowly reverting back to its natural state now that the majority of the horticultural enterprise has been removed. This Farm has significant natural beauty and is loaded with native wildlife. We regularly encounter echidna and have resident breeding Wedgetailed eagles, Jabirus, and the list goes on.

The property contains built dams which increase and attracts the wildlife. The farm has been securely fenced and has four different species of deer (roughly 250 deer), namely, red deer, fallow deer, rusa deer and chital deer. There are also some swamp water buffalo roaming the property and a small herd of camels as well as a few goats.

The entire farm is boundary fenced with 2m high ringlocked fence. Everything is free roaming and exists in a natural state with most of the deer are very quiet and can be fed. The site contains a few dams throughout the property and multiple existing walking trails. We are going to build a website that people can go on to learn about the Farm, the animals and also obtain access to the property.

The Farm will limit access to 30 vehicles per day with any visitor to park at the bottom of the driveway (Parking Area) and be allowed to explore the walking tracks and natural surroundings, utilise various picnic and gas bbq spots, and enjoy the animals. As we own a portaloos business, the site will be serviced via the use of Portable Toilets services (as we have all the gear for servicing/pumping them), so the provision of constructed amenities won't be need. The proposal is to include the provision of ten (10) to fifteen (15) 4m x4m corrugated iron roofs barbecue areas and provide picnic benches and seating along the trails. The Information and Amenities area will be provided with some vending machines for drinks and the provision of potable water. There will be an area near the parking and adjoining the existing shed that will have some very tame animals for visitors to interact with.

The town of Dimbulah is only 5 minutes away and contains cafes, a new RV park, etc and the addition of our wildlife park will benefit these and other businesses in the area. We have already invested a significant amount of money on the Farm and would now like the public to be able to share in our joy. This farm used to have lime trees that we removed and so we no longer have workers driving here, we just want to swap them for tourists!!!!

The operation of the Nature-Based Tourism proposal (Park) would open daily at 7:30 am and close at 6:00 pm.

The Park would like to operate at a daily maximum of 30 vehicles. This will be controlled via the Website where people can go on to learn about the Farm, the animals and obtain access to the property. These vehicles would buy access to the property prior to arrival via the website, thus controlling and recording numbers. The proponents have sourced a system as well as the booking company that they will utilise. It is understood that each visitor would be issued with a code that would allow access to their vehicle. Once the code is provided at the front gate, the visitors would make their way to the parking at the bottom of the driveway. There will be

an office (the existing dwelling) with notice boards informing visitors of the animals and farm and safety procedures.

There will also be Portable Toilets (portaloos) there for visitors to use in addition to the provision of potable water, vending machines for drinks/snacks as well as a feed dispenser for visitors to buy feed to feed the deer.

There will be various gas bbq areas with seating around the property where people can relax and enjoy the surroundings while having lunch.

Stage 2 includes the opportunity to allow 4 campsites (possibly Cabins within the future) on the property. These would be cordoned off from the day visitors and be private. It is understood that each campsite will be provided with one of the portaloos and a portable shower both of which we would service with by the proponent's truck.

Each site would also be provided with a gas bbq area but remain unpowered.

The site contains frontage to Bruce Weir Road and encompasses existing access with no change to the existing access proposed with the Nature-Based Tourism. The proposed Nature-Based Tourism is expected to have a lesser impact on the traffic for the site compared to the previous operation of the Lime Farm (with the Heavy Vehicles and Fruit picking staff). There is sufficient room onsite for the manoeuvring of vehicles and parking for the Nature-Based Tourism. The proposal is accessed via an internal gravel road to ensure that the Nature-Based Tourism natural aesthetics are maintained and enhanced. Any car parking spaces will be appropriately sealed (gravel/grassed) in keeping with the natural environment."

REGIONAL PLAN DESIGNATION

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

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

PLANNING SCHEME DESIGNATIONS

Strategic Framework:	Land Use Categories <ul style="list-style-type: none"> • Rural Agricultural Area • Rural Other Other Elements <ul style="list-style-type: none"> • Major Watercourse (Walsh River)
Zone:	Rural zone
Overlays:	Agricultural Land Overlay Airport Environs Overlay Bushfire Hazard Overlay Environmental Significance Overlay Flood Hazard Overlay Hill and Slope Overlay Transport Infrastructure Overlay

Planning Scheme Definitions

The proposed use is defined as:

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
<i>Nature-based tourism</i>	<p><i>The use of land or premises for a tourism activity, including tourist and visitor short-term accommodation, that is intended for the conservation, interpretation and appreciation of areas of environmental, cultural or heritage value, local ecosystem and attributes of the natural environment.</i></p> <p><i>Nature-based tourism activities typically:</i></p> <ul style="list-style-type: none"> <i>• maintain a nature based focus or product</i> <i>• promote environmental awareness, education and conservation</i> <i>• carry out sustainable practices.</i> 	<i>Environmentally responsible accommodation facilities including lodges, cabins, huts and tented camps</i>	<i>Environment facility</i>

RELEVANT PLANNING INSTRUMENTS

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

Far North Queensland Regional Plan 2009-2031

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

State Planning Policy

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

Mareeba Shire Council Planning Scheme 2016

Strategic Framework

3.3 Settlement pattern and built environment

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

Comment

The proposed development is a small-scale tourism activity requiring minimal built infrastructure. The underlying agricultural land will not be fragmented or permanently alienated by the development.

The site and its agricultural land resource can be returned to agricultural use should circumstances change in the future.

All aspects of the nature-based tourism use are adequately separated/buffered from neighbouring agricultural/rural uses.

The proposed development satisfies Strategic Outcome 5.

3.3.11 Element - Rural areas

3.3.11.1 Specific Outcomes

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

Comment

The proposed development is a small-scale tourism activity requiring minimal built infrastructure. The underlying agricultural land will not be fragmented or permanently alienated by the development.

The site and its agricultural land resource can be returned to agricultural use should circumstances change in the future.

All aspects of the nature-based tourism use are adequately separated/buffered from neighbouring agricultural/rural uses.

The proposed development satisfies Specific Outcome 1.

- (3) *Tourism, rural industry, intensive animal industries and outdoor recreation facilities are developed in the rural area in a way which:*
- (a) *does not impede or conflict with agricultural activities and production; and*
 - (b) *does not compromise rural character and scenic qualities; and*
 - (c) *does not adversely impact on ecological and biodiversity values.*

Comment

The proposed development is a small-scale tourism activity requiring minimal built infrastructure. The underlying agricultural land will not be fragmented or permanently alienated by the development.

The site and its agricultural land resource can be returned to agricultural use should circumstances change in the future.

All aspects of the nature-based tourism use are adequately separated/buffered from neighbouring agricultural/rural uses.

The proposed development satisfies Specific Outcome 3.

- *(5) Tourism, outdoor recreation, horticultural activities and natural bushland uses may be considered in other rural areas where appropriately located, serviced and otherwise consistent with the Strategic Framework.*

Comment

The proposed development is a small-scale tourism activity requiring minimal built infrastructure. The underlying agricultural land will not be fragmented or permanently alienated by the development.

The site and its agricultural land resource can be returned to agricultural use should circumstances change in the future.

All aspects of the nature-based tourism use are adequately separated/buffered from neighbouring agricultural/rural uses.

The proposed development satisfies Specific Outcome 5.

3.7 Economic development**3.7.7 Element - Tourism****3.7.7.1 Specific Outcomes**

- (5) *A variety of small-scale, low impact tourist facilities are established across the rural landscape, including:*
- (a) tourist attractions and facilities within activity centres;*
 - (b) cultural interpretive tours;*
 - (c) nature based tourism;*
 - (d) sports and recreational activities;*
 - (e) tourist attractions;*
 - (f) adventure tourism;*
 - (g) farm based tourism;*
 - (h) food based tourism;*
 - (i) bed and breakfasts;*
 - (j) camping and recreational vehicle facilities;*
 - (k) cycle tourism.*

Comment

The proposed development is a small-scale tourism activity requiring minimal built infrastructure. The underlying agricultural land will not be fragmented or permanently alienated by the development.

The site and its agricultural land resource can be returned to agricultural use should circumstances change in the future.

All aspects of the nature-based tourism use are adequately separated/buffered from neighbouring agricultural/rural uses.

The proposed development satisfies Specific Outcome 5.

- (6) *Small scale tourism related development is sensitively designed, scaled and located so as to not compromise the natural landscape values and agricultural values of Mareeba Shire.*

Comment

The proposed development is a small-scale tourism activity requiring minimal built infrastructure. The underlying agricultural land will not be fragmented or permanently alienated by the development.

The site and its agricultural land resource can be returned to agricultural use should circumstances change in the future.

All aspects of the nature-based tourism use are adequately separated/buffered from neighbouring agricultural/rural uses.

The proposed development satisfies Specific Outcome 6.

Relevant Developments Codes

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

- 6.2.9 Rural zone code
- 8.2.1 Agricultural land overlay code
- 8.2.2 Airport environs overlay code
- 8.2.3 Bushfire hazard overlay code
- 8.2.4 Environmental significance overlay code
- 8.2.6 Flood hazard overlay code
- 9.4.3 Parking and access code
- 9.4.5 Works, services and infrastructure code

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

Relevant Codes	Comments
----------------	----------

Rural zone code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Agricultural land overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Airport environs overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Bushfire hazard overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Environmental significance overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Flood hazard overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Parking and access code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Works, services and infrastructure code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.

Planning Scheme Policies/Infrastructure Charges Plan

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

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

Adopted Infrastructure Charges Notice

The proposed development will be serviced by Council's transport infrastructure network only (roads).

In accordance with Council's 2024/2025 Schedule of Fees & Charges, 1 single charge of \$5,452.00 is accrued for every material increase in traffic generated of 10 vehicle movements per day (vmpd).

The applicants have applied a thirty (30) vehicle daily maximum. This would equate to sixty (60) vmpd.

A credit is applicable for the lime farming activity which is being replaced by the nature-based tourism. Data provided by the applicant indicates that the lime farming use equated to 20 vehicles

per day (backpackers/workers, salesman, agronomists, pest scouts, B-Double/large body truck for produce pickup and further trucks delivering fertiliser, steel etc). This would equate to a credit for forty (40) vmpd.

After applying the credit, the applicable charge is:

- 20vmpd = 2 x \$5,452.00 = \$10,904.00.

REFERRAL AGENCY

This application did not trigger referral to a Referral Agency.

Internal Consultation

Technical Services.

PUBLIC NOTIFICATION

The development proposal was placed on public notification from 26 February 2025 to 21 March 2025. The applicant submitted the notice of compliance on 24 March 2025 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

No submissions were received.

PLANNING DISCUSSION

Nil

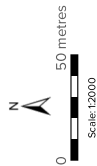
ANDERLE - Nature-Based Tourism
211 Bruce Weir Road, Dimbulah - Lots 64 & 65 on HG59

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Queensland Globe



LEGEND

- ◆ Campsite 2
- ◆ Campsite 1
- ◆ Campsite 3
- ◆ Campsite 4
- + My Place 1
- Portable Toilets
- My Place 15
- Information
- Parking
- Pig Rearing Pens
- Deer Rearing Pens



Scale: 1:2000

Printed at: A3

Print date: 13/11/2024

Not suitable for accurate measurement.

Projection: Web Mercator EPSG:102100 (3857)

For more information, visit <https://qdglobe.information.qld.gov.au/help-info/Contact-us.html>

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Version: 1, Version Date: 29/01/2025

- iii. *An increased security risk to theft and burglary due to the proposed double access which allows through traffic.*
- iv. *Loss of amenity to The Edge Estate.*

All residents of the Edge Estate purchased their properties on the premise that The Edge Estate would have only one access road and, we would like it kept so."

Basis for Secondary Road Connection

The secondary road connection has been imposed as a condition of the respective development approvals to specifically address Performance Outcome PO8 of the Mareeba Local Plan code. This is a requirement of the Mareeba Shire Council Planning Scheme 2016 which has been in effect since July 2016.

Performance Outcome PO8 is as follows:

PO8

Development integrates the following elements identified on the Mareeba local plan maps:

- (a) *open space elements;*
- (b) *indicative collector roads as higher order road linkages;*
- (c) *indicative minor roads in a similar design as shown as mapped; and*
- (d) *possible connections as important road linkages between developments.*

AO8

No acceptable outcome is provided.

Figure 1 below is an extract from Local Plan Map LPM001b (Mareeba Local Plan) and clearly maps a possible connection between the two developments.

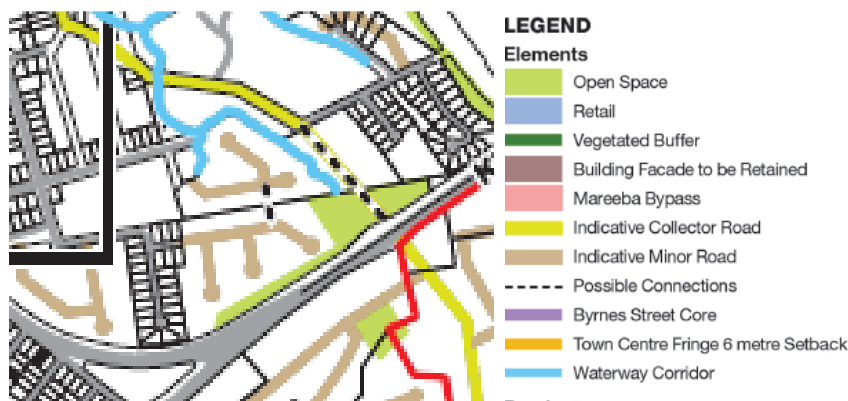


Figure 1

The intention to have a secondary road connection has been on the public record since July 2016.

In addition to the local plan requirement, it is good town planning practice to have two accesses to development wherever possible. This allows for access redundancy in the event of a natural disaster, traffic accident or the need to repair road infrastructure/underlying services. A secondary road connection also allows for improved walkability between neighbourhoods.

Matters raised in Head Petitioner letter

- i. *An increase in traffic such as construction and tradies vehicles that will have to pass through the Edge Estate to access the new subdivision.*

The development approval for neighbouring Lot 453 on SP247821 (RAL/23/0010) approves the staged development of the land. Stage 1 of the development requires the developer to upgrade Peters Street and construct a new access road to the access all lots in the first stage via Peters Street. This will be the primary access road.

The secondary road connection will not be provided until Stage 2 of the development. All construction traffic for Stage 1 can only access via Peters Street and cannot access through The Edge. Once the secondary road connection is opened in Stage 2, the shortest and most efficient means of accessing Lot 453 on SP247821 will remain via the upgraded primary Peters Street access.

- ii. *An increase in the risk of accidents due to the higher traffic volumes especially through the intersection of Antonio Drive and Michelina Close where trucks have to negotiate two tight corners and, the road is not wide enough for two trucks to pass, there is no road verge and there is insufficient road markings such as road centre line and who has to give way.*

As stated in the response to (i) above, the primary access road for Lot 453 on SP247821 (RAL/23/0010) will be via upgraded Peters Street, and the secondary road connection will not be provided until Stage 2. When Stage 2 is developed, the shortest and most efficient means of accessing Lot 453 on SP247821 will remain via the upgraded primary Peters Street access.

Any traffic increase through the intersection of Antonio Drive and Michelina Close is likely to be as a result of the ongoing development of The Edge Estate.

- iii. *An increased security risk to theft and burglary due to the proposed double access which allows through traffic.*

Security risks exist in modern society irrespective of the number of road accesses. It can also be concluded that improved road connectivity will allow police to more effectively patrol the neighbourhood.

- iv. *Loss of amenity to The Edge Estate.*

The Edge Estate and Lot 453 on SP247821 (RAL/23/0010) will remain bordered by the Kennedy Highway, abutting waterway and the DPI complex. Traffic movements are expected to be limited to those of residents and their visitors.

There is not expected to be any detrimental impact to the local amenity.

RISK IMPLICATIONS

Infrastructure and Assets

A secondary road connection allows for a safer, more efficiency traffic and pedestrian network.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

The requirement for the secondary road connection is imposed as a condition of approval on both The Edge Estate approval (REC/07/0043) and the development approval for Lot 453 on SP247821 (RAL/23/0010).

Under the *Planning Act 2016*, a development approval (conditions) can only be changed/deleted following a request by the applicant. Council cannot amend a development approval in response to a petition.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

Nil.

LINK TO CORPORATE PLAN

Transport and Infrastructure: The provision of quality infrastructure to service our growing community using sound asset management principles.

IMPLEMENTATION/COMMUNICATION

The head petitioner will be advised of the outcome of Council deliberations and resolution.



Mareeba Shire Council
65 Rankin Street
Mareeba
QLD 4880

4th March 2025

To the Mayor/ Chief Executive Officer

Please find attached petition containing four (4) pages with forty-seven (47) signatories from The Edge Estate residents **objecting** to the planned connection road through proposed Lot 5 on Lot 300 SP336263 linking The Edge Estate and Lot 453 on SP247821.

The planned access road from the new subdivision to Antonio Drive through Lot 5 will have implications to The Edge Estate residents that include but are not limited to.

- i. An increase in traffic such as construction and tradies vehicles that will have to pass through The Edge Estate to access the new subdivision.
- ii. An increased risk of accidents due to the higher traffic volume especially through the intersection of Antonio Drive and Michelina Close where trucks have to negotiate two tight corners and, the road is not wide enough for two truck to pass, there is no road verge and there are insufficient road markings such as road centre line and who has to Give Way.
- iii. An increased security risk to theft and burglary due to the proposed double access which allows through traffic.
- iv. Loss of amenity to The Edge Estate.

All residents of The Edge Estate purchased their properties on the premise that The Edge Estate would have only one access road and, we would like to keep it so.

Signed on behalf of The Edge Estate residents by Mr Paul Somerville (The Principle Petitioner)

Principle Petitioner Details

Mr Paul Somerville
9 Antonio Drive
Mareeba
QLD 4880


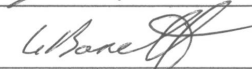



Mobile number 0499 993 454
Email: ps.somerville@bigpond.com

Petition – New Road Plan for The Edge

The names of the persons listed below currently reside in The Edge Estate and **object** to the plan of the new access road through Lot 5 of The Edge Estate to the proposed new subdivision on Lot 453 that is to be located east of the DPI off Peters Street as referenced in:

8.5 CHANGE OF DEVELOPMENT APPROVAL - SIBI GIRGENTI HOLDINGS PTY LTD - RECONFIGURING A LOT - SUBDIVISION (1 INTO 80 LOTS) - LOT 300 ON SP336263 (FORMERLY LOT 1 ON RP730895) - ANTONIO DRIVE, MAREEBA - REC/07/0043 (THE EDGE ESTATE)

This change application also provides opportunity for Council to require a connection road through proposed Lot 5, linking The Edge Estate and Lot 453 on SP247821, the undeveloped Low Density Residential zoned property to the north. A development application is currently underway for the subdivision of Lot 453 into 27 lots.

Date	Name	Address	Signature
03-03-25	PAUL SOMERVILLIE	9 ANTONIO DRIVE	
03-03-25	SHARON SOMERVILLIE	9 ANTONIO DRIVE	
03-03-25	Gayle Mitchell	3 Antonio DR.	
03-03-25	GRAHAM MITCHELL	3 ANTONIO DRIVE	
3-03-25	GARDNER BARNETT	1 ANTONIO DRIVE	
3/3/25	Iper Barnett	1 Antonio Drive	
3/3/25	ANDRZEJ KRASKOWSKI	2 Antonio dr	
3/3/25	Ona KRASKOWSKI	2 Antonio dr.	
3/3/25	Georgina Schincariol	5 Michelina close	
3/3/25	DANIEL SCHINCARIOL	5 MICHELINA CLOSE	
3/3/25	Zoe Morris	8 michelinaci	
3/3/25	TAIT BRAGDON	1 Sebastiano Cl	
3/3/25	Carol Chang	1 Sebastiano Cl	
4-3-25	ROBERT WATT	7 MICHELINA CLOSE	
'	JOANNE JEROME	11 MICHELINA CLOSE	
4/3/25	GNZO Nobel.	15 Michelina close	
4/3/25	Nandita Palthania	17 Michelina close	

1 of 4

Petition – New Road Plan for The Edge

The names of the persons listed below currently reside in The Edge Estate and **object** to the plan of the new access road through Lot 5 of The Edge Estate to the proposed new subdivision on Lot 453 that is to be located east of the DPI off Peters Street as referenced in:

VSP

8.5 CHANGE OF DEVELOPMENT APPROVAL - SIBI GIRGENTI HOLDINGS PTY LTD - RECONFIGURING A LOT - SUBDIVISION (1 INTO 80 LOTS) - LOT 300 ON SP336263 (FORMERLY LOT 1 ON RP730895) - ANTONIO DRIVE, MAREEBA - REC/07/0043 (THE EDGE ESTATE)

This change application also provides opportunity for Council to require a connection road through proposed Lot 5, linking The Edge Estate and Lot 453 on SP247821, the undeveloped Low Density Residential zoned property to the north. A development application is currently underway for the subdivision of Lot 453 into 27 lots.

Date	Name	Address	Signature
03/03/25	Lincoln Haines	7 Antonio Drive	Lincoln Haines
3/03/25	Emily Haines	7 Antonio Drive	Emily Haines
3/3/25	Courtney Hines	13 Antonio Dr	Courtney Hines
	Ossama Mahdi	21 Antonio Dr	Ossama Mahdi
3/3/25	AMANPREET SINGH	7 PIETRO COURT	Amansingh
	SARABJIT KAUR	7 PIETRO COURT	Sarabjit Kaur
3/3/25	ASHISH BHANDERI	8 PIETRO COURT	Ashish Bhandari
	KRUSHI SANGHANI	8 PIETRO COURT	Krushika Sanghani
3/3/25	B. Nisha SINGH	11 ANTONIO DR.	B. Nisha Singh
3/3/25	Andrew Singh	11 Antonio Dr	Andrew Singh
4/3/25	Shagille Chong	2 Pietro Court	Shagille Chong
4/3/25	Zarna Patel	3 Sebastian Road	Zarna Patel

2 of 4

Petition – New Road Plan for The Edge

The names of the persons listed below currently reside in The Edge Estate and **object** to the plan of the new access road through Lot 5 of The Edge Estate to the proposed new subdivision on Lot 453 that is to be located east of the DPI off Peters Street as referenced in:

8.5 CHANGE OF DEVELOPMENT APPROVAL - SIBI GIRGENTI HOLDINGS PTY LTD - RECONFIGURING A LOT - SUBDIVISION (1 INTO 80 LOTS) - LOT 300 ON SP336263 (FORMERLY LOT 1 ON RP730895) - ANTONIO DRIVE, MAREEBA - REC/07/0043 (THE EDGE ESTATE)

This change application also provides opportunity for Council to require a connection road through proposed Lot 5, linking The Edge Estate and Lot 453 on SP247821, the undeveloped Low Density Residential zoned property to the north. A development application is currently underway for the subdivision of Lot 453 into 27 lots.

Date	Name	Address	Signature
4-3-2025	RICHARD JOHNSTON	5 ANTONIO DRV	R. Johnston
4-3-2025	SALLY HÖLLWARTH	5 ANTONIO DRIVE	S. Höllwarth
4.3.2025	Lekla Tamang	6 Sebastiano	Lekla
4-3-2025	S. Haldeman	10 SEBASTIANO CLOSE	S. Haldeman
"	Tahnee Rapson	12 Sebastiano	Tahnee Rapson
4/3/25	Fernando Vitale	14 SEBASTIANO	Fernando Vitale
4/3/25	Aaron Christensen	14 Sebastiano Cts.	Aaron Christensen
4/3/25	DANIEL CAMP	18 SEBASTIANO CC	Daniel Camp
4/3/25	SERINA CAMP	18 SEBASTIANO CC	Serina Camp
4/3/25	JACOB NEWTH	13 SEBASTIANO CL	Jacob Newth
4-3-25	Benjamin Duffy	11 Sebastiano CI	Benjamin Duffy
4/3/25	Kirsty Gibson	11 Sebastiano CI	Kirsty Gibson
4.3.25	Perin Cusack	9 Sebastiano	Perin Cusack
4.3.25	Sayden Sheppard	5 Sebastiano	Sayden Sheppard

3 of 4

Petition – New Road Plan for The Edge

The names of the persons listed below currently reside in The Edge Estate and object to the plan of the new access road through Lot 5 of The Edge Estate to the proposed new subdivision on Lot 453 that is to be located east of the DPI off Peters Street as referenced in:

8.5 CHANGE OF DEVELOPMENT APPROVAL - SIBI GIRGENTI HOLDINGS PTY LTD - RECONFIGURING A LOT - SUBDIVISION (1 INTO 80 LOTS) - LOT 300 ON SP336263 (FORMERLY LOT 1 ON RP730895) - ANTONIO DRIVE, MAREEBA - REC/07/0043 (THE EDGE ESTATE)

This change application also provides opportunity for Council to require a connection road through proposed Lot 5, linking The Edge Estate and Lot 453 on SP247821, the undeveloped Low Density Residential zoned property to the north. A development application is currently underway for the subdivision of Lot 453 into 27 lots.

[illegible]

4. of 4

8.6 SALE OF LOT 711 W2631 - ETHEL STREET WATSONVILLE

Date Prepared: 17 March 2025

Author: Coordinator Governance & Compliance

Attachments: Nil

EXECUTIVE SUMMARY

This report seeks approval for sale of Lot 711 W2631, Ethel Street Watsonville via exception provisions in accordance with requirements under section 236 of the *Local Government Regulation 2012* (Qld).

RECOMMENDATION

That Council:

1. Determines that section 236(1)(c)(iv) of the *Local Government Regulation 2012* (Qld) applies to the proposed sale of Lot 711 W2631, Ethel Street Watsonville;
2. Approves the sale of Lot 711 W2631 to the owner of adjoining Lot 701 and Lot 709 W2631 conditional upon:
 - (a) The buyer meeting the current market value for Lot 711 as established via formal land valuation; and
 - (b) The amalgamation of Lot 711 W2631 into the land holdings of Lot 701 and Lot 709 W2631; and
 - (c) all administrative costs associated with the sale including but not limited to, formal valuation of the land, drafting of Contract of Sale, surveying of the land and Titles Registry fees, being borne by the buyer.

BACKGROUND

Council is in receipt of correspondence from the landowner of Lot 701 and Lot 709 W2631, Mary Street Watsonville (the enquirer) seeking to purchase the adjoining Lot 711 W2631, Ethel Street Watsonville ('Lot 711').

Lot 711 is adjoined to the north by land owned by the enquirer, to the east by one other private landowner, to the south by the unformed Ethel Street road corridor and to the west by land owned by the State Department of Resources.

On 11 February 2025, Council wrote to the adjoining private land owner to the east of Lot 711 seeking response by 21 February 2025 on any level of interest in Lot 711 with response due by deadline date of 21 February 2025 beyond which, where no response is received, it would be deemed that the adjoining landowner holds no interest in Lot 711. No response was received by Council by the deadline date. Accordingly, there exists no interested property owners adjoining Lot 711 other than the enquirer.

Whilst there are no specifically identified limitations relevant to sale of land via tender or auction as aligned with sub sections (A) and (C) of s 236(1)(c)(iv) under the LGR, the purchase of Lot 711 by an existing adjoining landowner serves to improve the landowner's usable land holdings and therefore

the liveability of the location. Further, the sale and amalgamation of Lot 711 into adjoining owner landholdings removes potential for the subsequent on-sale by a private property owner of publicly owned land stock for profit.

Upon Council approval for the sale of Lot 711, a market valuation by a registered valuer will be secured at the cost of the enquirer to ensure that Council achieves appropriate fair market value for Lot 711.

RISK IMPLICATIONS

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Section 236 of the *Local Government Regulation 2012* (Qld) (LGR) provides for exemptions from the requirement to offer the land for sale via tender or auction, most relevantly in this context:

236(1)...a local government may dispose of land other than by tender or auction if—

(c) for the sale of land or an interest in land—

(iv) the land is sold to a person who owns adjoining land if—

(A) the land is not suitable to be offered for sale by tender or auction for a particular reason, including, for example, the size of the land or the existence of particular infrastructure on the land; and

(B) there is not another person who owns other adjoining land who wishes to acquire the land; and

(C) it is in the public interest to sell the land without a tender or auction; and

(D) the sale is otherwise in accordance with sound contracting principles;...

The recommendation in this report complies with requirements under the LGR however Council should note exemption limitations relevant to (A) and (C) above.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil.

LINK TO CORPORATE PLAN

Financial Sustainability and Governance: A financially sustainable council that applies strategic decision making and good governance to deliver cost-effective services.

Community and Culture: An informed, engaged and resilient community which supports and encourages effective partnerships to deliver better outcomes.

Economy and Growth: Promote and encourage investment in local industry to build a resilient economy.

IMPLEMENTATION/COMMUNICATION

Council resolution to be communicated to the enquirer.

8.7 COUNCIL POLICY REVIEW

Date Prepared: 1 April 2025

Author: Coordinator Governance & Compliance

Attachments: 1. Councillor Acceptable Requests Policy (Guideline) [↓](#)

EXECUTIVE SUMMARY

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

RECOMMENDATION

That Council:

1. Repeals the:
Councillor Acceptable Requests Policy (Guideline) – adopted 6 March 2024;
2. Adopts the:
Councillor Acceptable Requests Policy (Guideline)

BACKGROUND

1. **Councillor Acceptable Requests Policy (Guideline)**
- 2.
3. This change has been brought about by the reduction of a position in the management structure.
- 4.
5. **Purpose**
- 6.
7. To set out the requirements under the *Local Government Act 2009* that must be observed by Councillors when seeking advice or information from an employee.
- 8.
9. **Summary of amendments**
10.
 1. Section 4 Delegated Employee Matrix, Corporate & Community Service section – omit position title Manager Development & Governance; Update position title Coordinator Planning & Building Services; update position title Manager Information Systems & Governance
 2. Apply minor grammatical amendments throughout.
- 11.

FINANCIAL AND RESOURCE IMPLICATIONS**Capital**

Nil

Operating

Nil

LINK TO CORPORATE PLAN

Financial Sustainability and Governance: A financially sustainable Council that applies strategic decision making and good governance to deliver cost-effective services.

IMPLEMENTATION/COMMUNICATION

Policy library and website updated to publish.



Councillors Acceptable Requests Policy (Guideline)

Policy Type	Governance Policy	Version:	4.1
Responsible Officer	Chief Executive Officer	Date Approved:	16/04/2025
Review Officer:	Chief Executive Officer	Review Due:	06/02/2028
Author:	Director Corporate & Community Services	Commencement:	16/04/2025

1. PURPOSE

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

2. SCOPE

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

3. BACKGROUND

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

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

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

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

Example of a limit prescribed under a regulation -

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

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

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

² Ibid s 170A(7).

³ Ibid s 170A(1).

⁴ Ibid s 170A(2).

Councillor Acceptable Requests Policy (Guideline)

4. POLICY STATEMENT

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

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

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

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

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

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

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

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

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

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

⁵ Ibid s 170A(9).

⁶ Ibid s 170A(10).

Councillor Acceptable Requests Policy (Guideline)

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

4.1 LIMITS ON REQUESTS TO THE CEO FOR INFORMATION

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

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

5. REPORTING

No additional reporting is required

6. DEFINITIONS

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

Act means the *Local Government Act 2009*.

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

CEO means the Chief Executive Officer.

Decision means a conclusion or resolution reached after consideration.

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

7. RELATED DOCUMENTS AND REFERENCES

Right to Information Act 2009 (Qld)

Local Government Act 2009 (Qld)

Code of Conduct for Councillors (MSC)

Employee Code of Conduct (MSC)

8. REVIEW

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

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

⁸ Ibid s 170A(4)

8.8 MAREEBA AERODROME - GRANT OF LEASE C ON RP734384 - EASTERN PRECINCT

Date Prepared: 27 February 2025
Author: Supervisor Governance & Compliance
Attachments: Nil

EXECUTIVE SUMMARY

This report seeks Council consent to issue a new Lease at the Mareeba Aerodrome eastern precinct. GBR Helicopters Pty Ltd are the current Lessees of Lease C on Lot 1 RP714240 on RP734384 ("Lease C"). Lease C expires on 30 June 2025.

RECOMMENDATION

That Council:

1. Consents to the grant of a new Lease interest for Lease C on Lot 1 RP714240 on SP734384, located at Mareeba Aerodrome subject to the following terms:
 - (a) Term of 20 years, with 2 x 10-year options.
 - (b) Rental consideration for first year of \$7,475.00 (plus GST);
 - (c) Permitted Use: Aircraft storage, aircraft maintenance, flight operations, ground handling, office administration, and no other purpose whatsoever; and
 - (d) Otherwise, in accordance with Council's standard Aerodrome Lease conditions.
2. Subject also to the following conditions:
 - (a) All legal fees associated with lease preparation and lodgement of necessary legal instruments with Queensland Titles Registry. This includes any legal fees, reasonably incurred by Council, to achieve this outcome.

BACKGROUND

The current Lessee for Lease C is GBR Helicopters Pty Ltd, a company of Morris Aviation. On 6 February 2025, Council received correspondence from Morris Aviation, requesting a further lease term and requesting the new Lease with Council be in the business name of Nautilus Aviation Pty Ltd.

To comply with the *Local Government Regulation 2012*, a market rental valuation for land only was conducted on Lease C and the results indicate market rental of \$7,475 per annum (excluding GST).

It is recommended that Council grant a new Lease for Lease C to Nautilus Aviation Pty Ltd, commencing 1 July 2025, on the following terms:

1. Term: 20 years + 2 x 10-year options;
2. Rent: First year \$7,475 + GST;

3. Permitted Use: Aircraft storage, aircraft maintenance, flight operations, ground handling, office administration, and no other purpose whatsoever;
4. Otherwise, in accordance with Council's standard Aerodrome Lease terms and conditions.

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

It is noted that Council Resolution Item 6 of 20 April 2016 Ordinary Council Meeting provides that all future leasing of land at the Mareeba Airport is in accordance with the exemption from the public tender of auction process provided for by s. 236(1)(c)(vii) of the *Local Government Regulation 2012* ("LGR"). Therefore, the grant of this lease is compliant with the LGR.

To satisfy the requirements of s. 236(3) LGR, Council has obtained a Valuation Report by a registered valuer to determine the annual rental amount.

FINANCIAL AND RESOURCE IMPLICATIONS**LINK TO CORPORATE PLAN**

Financial Sustainability and Governance: A financially sustainable council that applies strategic decision making and good governance to deliver cost-effective services.

Liveability and Environment: Improve the liveability of the Shire by enhancing amenity and valuing natural assets.

Economy and Growth: Promote and encourage investment in local industry to build a resilient economy.

IMPLEMENTATION/COMMUNICATION

Nautilus Aviation Pty Ltd to be informed of resolution and presented with draft lease for consideration and progression.

8.9 AGREEMENT UNDER SECTION 87 OF THE NATIVE TITLE ACT 1993 (CTH) - QUD811/2018 - DJUNGAN PEOPLE #5

Date Prepared: 3 March 2025

Author: Supervisor Governance & Compliance

Attachments:

1. Djungan People #5 s. 87 Agreement and Consent Determination - Confidential
2. Djungan People #5 Determination Map - Confidential

EXECUTIVE SUMMARY

This Report seeks Council consent to agreement under section 87 of the *Native Title Act 1993* (Cth) for the Native Title claim by Djungan People #5 which is tentatively scheduled for determination by the Court in September 2025.

In order that Council's interests within each claim area are accommodated under the terms of the determination, Council is required to consent to an agreement instrument to be given effect by the Court under section 87 of the *Native Title Act 1993* (Cth).

Section 87 of the NT Act provides for powers of the Federal Court to give effect to agreement between the parties on the terms of an order of the Federal Court relevant to any matter arising out of the proceedings, in this case, determination of native title in each Determination Area on the terms set out in the draft consent determination documents.

RECOMMENDATION

That Council authorises Phil Turner of Moray and Agnew Lawyers to execute the section 87 Agreement on behalf of Council.

BACKGROUND

The following information outlines the claim for which a determination is sought over the land.

Djungan People #5 – Federal Court file no QUD811/2018

The determination is tentatively scheduled to occur in September 2025.

General Introduction and status

The Native Title Determination Application ("Application") has been made by Errol Neal and others on behalf Djungan People #5 ("the Applicant"), over part of Lot 170 CP887723, which is a single pastoral rolling term lease.

Council is a party to the Application and the determination relates to land and waters in Council's Local Government area.

The Application was lodged with the Federal Court on 9 November 2018 and has been case managed by the Federal Court since this time.

Description of the Native Title Holders

The Native Title Holders are described in Schedule 1 of the Consent Determination.

Proposed Determination

The proposed determination seeks to declare that non-exclusive native title rights and interests be determined in the Determination.

Determination Area

The Determination is over the following land and waters within Council's local government area:-

- (a) Part of Lot 170 CP887723, also known as Glen Russell.

Schedule 6 of the Determination will contain a geospatial map of the Determination Area, and an extract from the Claim is attached here.

Finalisation of the Consent Determination

It is noted that the attached s.87 Consent Determination remains watermarked with "draft", as the State and Applicant continue to review the agreement for minor drafting amendments. However, Council's interest in the Agreement is finalised. A delegation to the CEO to finalise the s. 87 Consent Determination and bring it out of draft is required, to ensure that a Council Resolution is sought within the prescribed timeframes provided to Council by the State.

RISK IMPLICATIONS

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

Nil.

LINK TO CORPORATE PLAN

Financial Sustainability and Governance: A financially sustainable council that applies strategic decision making and good governance to deliver cost-effective services.

Community and Culture: An informed, engaged and resilient community which supports and encourages effective partnerships to deliver better outcomes.

IMPLEMENTATION/COMMUNICATION

Instruction to Moray & Agnew Lawyers in accordance with resolution of Council.

8.10 FINANCIAL STATEMENTS PERIOD ENDING 31 MARCH 2025**Date Prepared:** 27 March 2025**Author:** Manager Finance**Attachments:** 1. Budgeted Income Statement by Fund 2024/25 Budget [↓](#)**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with an overview of financial matters for the period 1 July 2024 to 31 March 2025.

RECOMMENDATION

That Council

1. receives the Financial Report for the period ending 31 March 2025
2. empanels the one (1) sole supplier to be added to the Sole Supplier Register.

BACKGROUND

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

For the period ending 31 March 2025, the actual results are in line with the year-to-date budget. There are no issues or concerns to discuss or highlight at this stage.

The budgeted figures reflect the 2024/25 Budget as adopted by Council at the 17 July 2024 meeting.

<i>March 2025 – Snapshot</i>	Actuals YTD	Budget YTD
Council Operating Income	\$ 62,119,613	54,887,691
Council Operating Expenditure	\$ 39,039,469	38,713,318
Council Operating Surplus/(Deficit)	\$ 23,080,144	16,174,373
Disaster Recovery Funding Arrangement - deficit	\$ (3,150,846)	-
Total Operating Surplus/(Deficit)	\$ 19,929,298	16,174,373
Total Capital Income	\$ 12,512,464	4,846,335
Net Result - Surplus/(Deficit)	\$ 32,441,762	21,020,708

Council's significant operating surplus is a result of rate notices being issued for the period January to June 2025, reflecting the full annual income from rates up to 30 June.

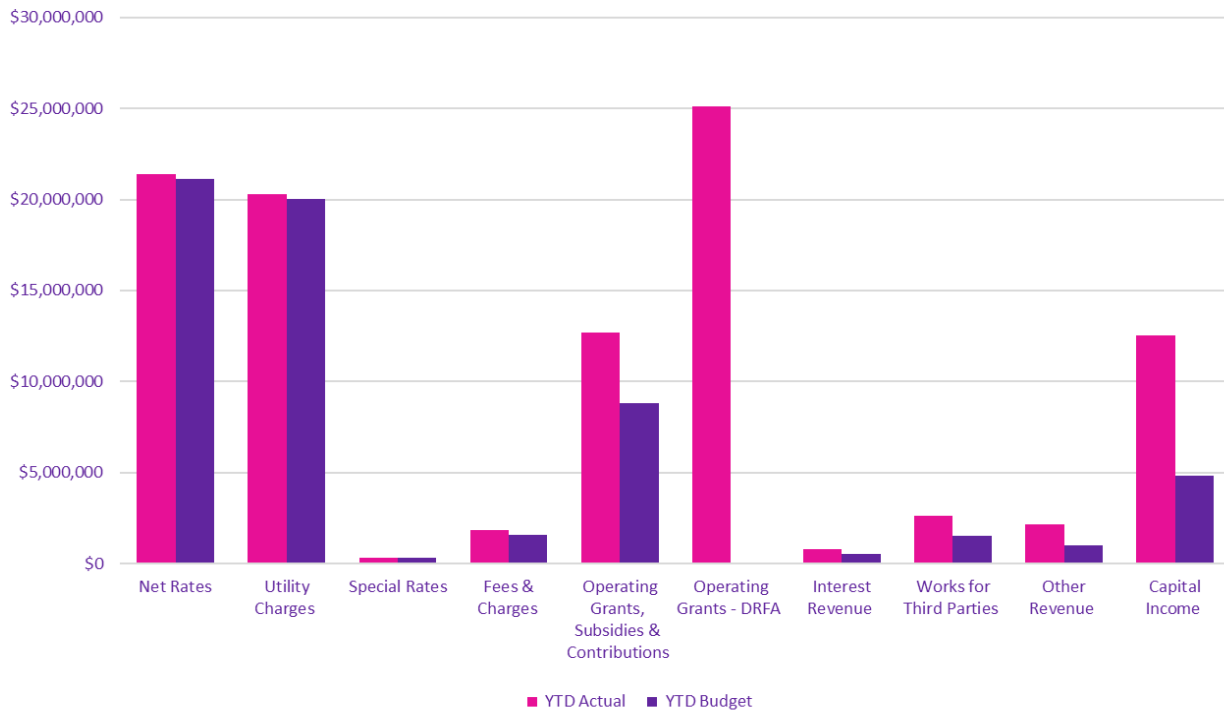
While Disaster Recovery Funding Arrangements (DRFA) generally has a net-zero impact on Council's finances, there are timing differences when the expenditure is incurred and income received, even between years. The budget also does not include any provision for DRFA.

Income Analysis

Total income (inclusive of capital income of \$12,512,464) for the period ending 31 March 2025 is \$99,763,973 compared to the YTD budget of \$59,734,026.

The graph below shows actual income against budget for the period ending 31 March 2025.

Actual Income V Budget Income



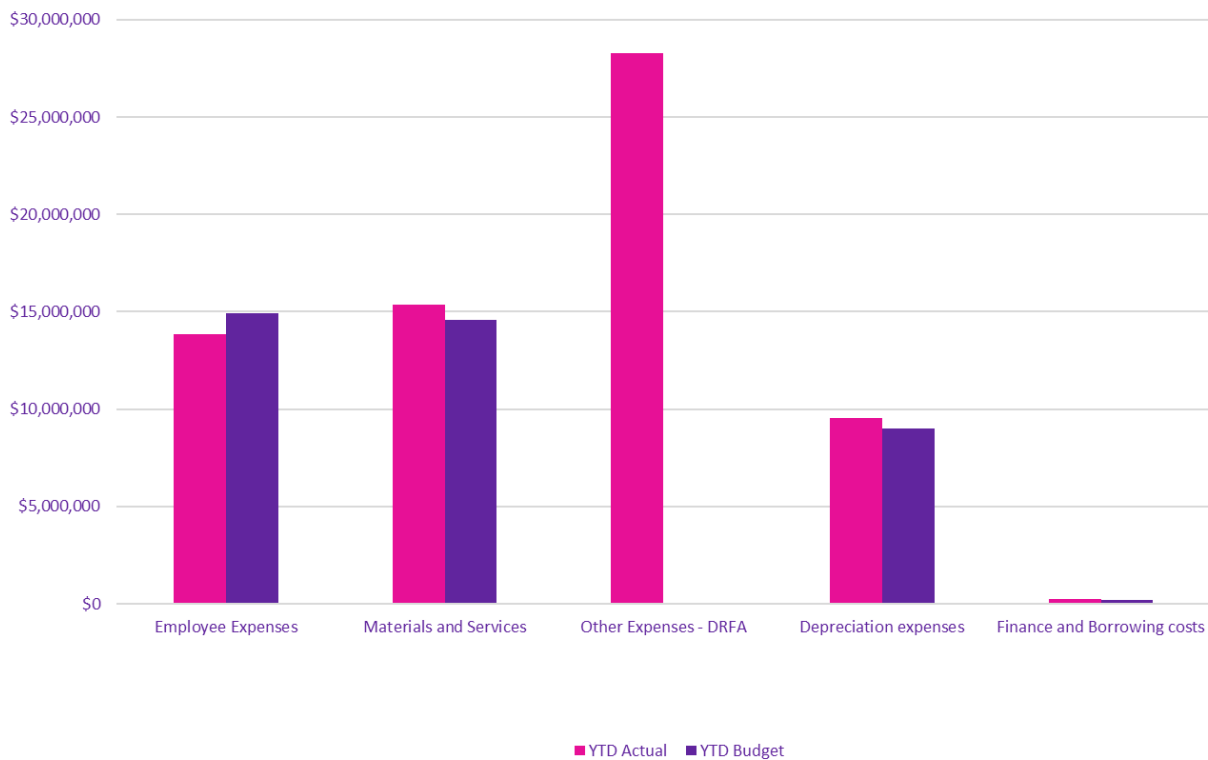
	Actual YTD	Budget YTD	Note
Net Rates	21,385,179	21,116,999	1
Utility Charges	20,314,368	20,009,582	1
Special Rates and Charges	303,862	321,477	1
Fees and Charges	1,843,575	1,567,785	2
Operating Grants, Subsidies and Contributions	12,700,647	8,810,333	
Operating Grants, Subsidies - DRFA	25,131,896	-	3
Interest Received	797,072	508,500	
Works for Third Parties	2,632,735	1,552,500	4
Other Revenue	2,142,175	1,000,515	5
Capital Income	12,512,464	4,846,335	6

Notes:

1. Rates for the period ending 30 June 2025 were issued 24 February 2025 with the discount date being 28 March 2025.
2. Revenue from Local Laws and building and plumbing applications are trending higher than budget. Income from cemeteries is tracking just below budget.
3. The favourable variance for DRFA restoration works arises as this revenue is not budgeted for. An expenditure offset will occur against this revenue.
4. Favourable result due to third party works not budgeted for as well as Road Maintenance Performance Contract (RMPC) income received. RMPC income budget is allocated equally over 12-month period, however actual income (reported) is not following the same trend. This will be the same for expenditure. These results will equalise with the budget by 30 June.
5. Annual invoices have been raised for some rent and leases. Whilst the variation is currently favourable, the annual rental is not anticipated to exceed the annual budget. To date, seven (7) lots have been sold at the Mareeba Industrial Park, generating a gross value of \$890k.
6. Capital income represents interest on constrained works, capital grants, fleet capital insurance recoveries and developer contributions received.

Expenditure Analysis

Total expenses for the period ending 31 March 2025 is \$67,322,211 compared to the YTD budget of \$38,713,318. The graph below shows actual expenditure against budget for the period ending 31 March 2025.

Actual Expenditure V Budget Expenditure

	Actual YTD	Budget YTD	Note
Employee Expenses	13,856,512	14,912,451	1
Materials and Services	15,498,268	14,596,911	2
Other Expenses - DRFA	28,165,772	-	3
Depreciation Expenses	9,530,696	9,024,835	
Finance and Borrowing Costs	270,963	179,121	4

Notes:

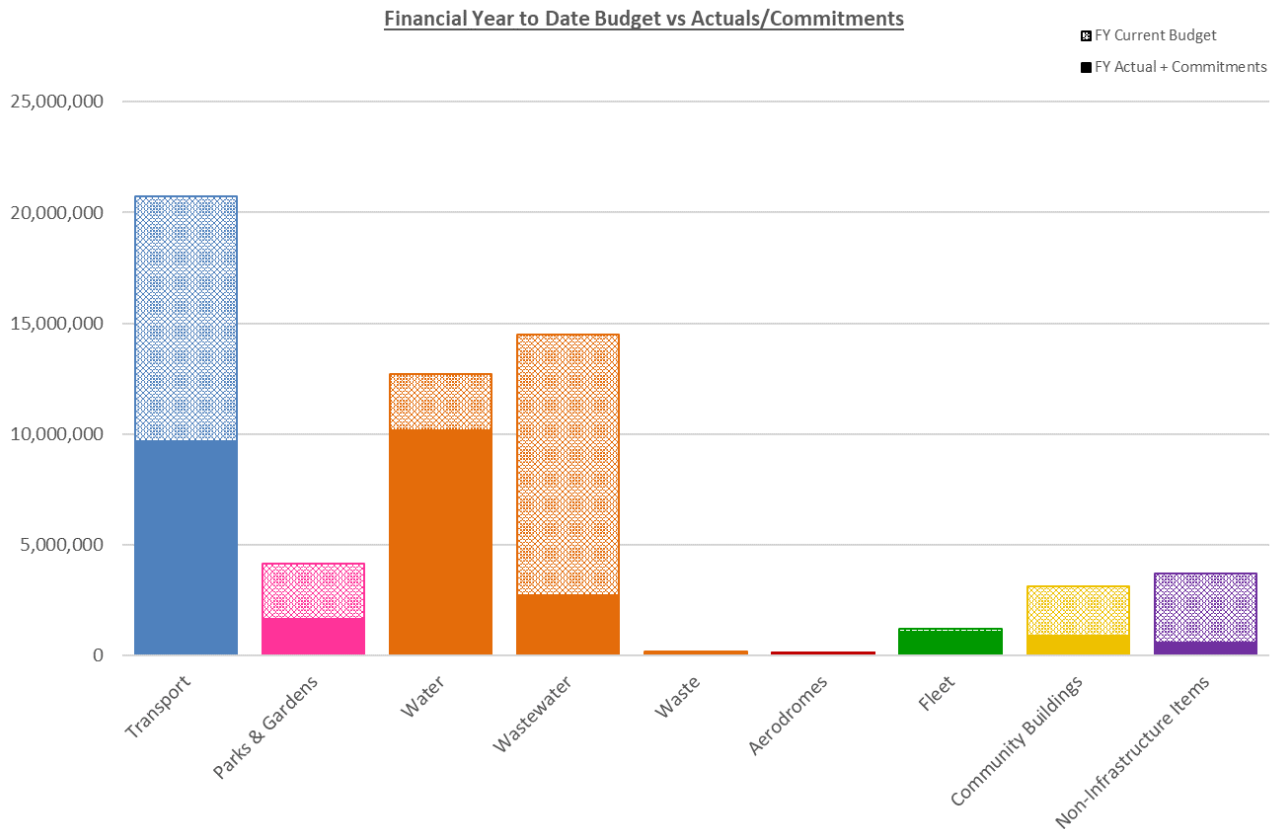
1. No significant issues are identified. The variance in employee expenses is due to a timing issue between the fortnightly pay processing and the report preparation, actual-planned staff absences, vacancies, and staff working on capital projects.
2. The majority of the variance is due to expenditure on unbudgeted third party works and the RMPC expenditure trend.
3. The variance relates to the expenditure incurred for the DRFA restoration works which is not budgeted for. This expenditure will be offset against income.
4. The variance is in relation to write-offs for various sundry items relating to floating plant and road signs.

Vandalism Expenses

So far this financial year, a total of \$55,150 has been spent on repairs and maintenance due to vandalism. These costs include employee expenses and materials and services.

Capital Expenditure

Total capital expenditure of \$27,093,401 (including commitments) has been spent for the period ending 31 March 2025 against the 2024/25 annual capital budget of \$54,142,906.



Loan Borrowings

Council's loan balance is \$6,167,797 as at 31 March 2025.

Rates and Charges

The total rates and charges payable as at 31 March 2025 are \$4,876,417 which is broken down as follows:

Status	31 March 2025		31 March 2024	
	No. of properties	Amount	No. of properties	Amount
Valueless Land	1	5,736	3	97,100
Payment Arrangement	195	289,281	207	282,858
Collection House	205	1,058,148	169	881,742
Exhausted – awaiting sale of land*	17	952,577	6	58,059
Sale of Land	14	206,888	8	86,864
Other (includes current rates notices)	1,174	2,363,787	954	2,070,704
TOTAL	1,596	4,876,417	1,347	3,477,327

*10 Mining Lease properties with a total outstanding rates balance of \$890,064 are in Bankruptcy

The Rate Notices for the period ending 30 June 2025 were issued on 24 February 2025 with the discount (due) date being 28 March 2025.

Collection House collected \$44,804 for the month of March 2025.

On 20 March 2025, 14 Notices of Intention were issued to those properties identified under Sale of Land.

Sundry Debtors

The total outstanding for Sundry Debtors as at 31 March 2025 is \$75,226 which is made up of the following:

Current	30 days	60 days	90 + days
\$54,534	\$15,302	\$3,212	\$2,178
73%	20%	4%	3%

Procurement

There were no emergency purchase orders for the month of March 2025.

Council's Procurement Policy prescribes the methods for purchasing goods and services. In accordance with Section 235 of the *Local Government Regulation 2021* titled "Other exceptions", Council is able to empanel the contractors that Council deems to be a Sole Supplier if:

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

There are 68 suppliers endorsed by Council as sole suppliers. In addition to these suppliers, it is recommended that Council empanels the following supplier to the Sole Supplier Register:

SUPPLIER NAME	SERVICES RENDERED
Arkwood Organic Recycling	Regional Removal and Beneficial Reuse of Biosolids

Risk Implications

Nil

Legal/Compliance/Policy Implications

Section 204 of the *Local Government Regulation 2012* requires the financial report to be presented to local government if the local government holds its ordinary meetings more frequently (than once per month) - to a meeting in each month.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LINK TO CORPORATE PLAN

Financial Sustainability and Governance: A financially sustainable council that applies strategic decision making and good governance to deliver cost-effective services.

IMPLEMENTATION/COMMUNICATION

Nil

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Budgeted Income Statement by Fund 2024/25 Budget

Consolidated			
	Actual YTD	Budget YTD	2024/25 Budget
Revenue			
Rates and utility charges	44,410,430	43,846,904	43,846,904
Less Discounts and Pensioner Remissions	(2,407,021)	(2,398,846)	(2,398,846)
Net Rates and Utility Charges	42,003,409	41,448,058	41,448,058
Fees and Charges	1,843,575	1,567,785	2,075,409
Operating Grants and Subsidies	36,064,153	8,769,833	9,272,056
Operating Contributions	1,768,390	40,500	54,000
Interest Revenue	797,072	508,500	678,000
Works for Third Parties	2,632,735	1,552,500	2,070,000
Other Revenue	2,142,175	1,000,515	1,267,130
Total Operating Revenue	87,251,509	54,887,691	56,864,653
Expenditure			
Employee Expenses	13,856,512	14,912,451	19,959,729
Materials and Services	43,664,040	14,596,911	18,908,537
Depreciation expense	9,530,696	9,024,835	12,033,115
Finance and Borrowing costs	270,963	179,121	338,828
Total Operating Expenses	67,322,211	38,713,318	51,240,209
Operating Surplus/(Deficit)	19,929,298	16,174,373	5,624,444
Capital Income			
Capital Contributions	111,694	-	-
Capital Grants and Subsidies	11,365,984	4,711,335	9,422,669
Capital Income Other	168,090	-	-
Interest on Contributions/Reserves	1,758,763	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	(892,067)	135,000	180,000
Total Capital Income	12,512,464	4,846,335	9,602,669
Net Result	32,441,762	21,020,708	15,227,113

Budgeted Income Statement by Fund 2024/25 Budget

General			
	Actual YTD	Budget YTD	2024/25 Budget
Revenue			
Rates and utility charges	23,962,546	23,705,538	23,705,538
Less Discounts and Pensioner Remissions	(2,407,021)	(2,398,846)	(2,398,846)
Net Rates and Utility Charges	21,555,525	21,306,692.00	21,306,692
Fees and Charges	1,196,959	1,026,810	1,246,360
Operating Grants and Subsidies	10,592,791	8,704,583	9,185,056
Operating Contributions	-	-	-
Interest Revenue	279,628	351,000	468,000
Works for Third Parties	2,602,314	1,552,500	2,070,000
Other Revenue	2,017,892	830,265	1,040,130
Total Operating Revenue	38,245,108	33,771,851	35,316,238
Expenditure			
Employee Expenses	12,145,924	13,199,646	17,795,080
Materials and Services	7,523,429	6,734,039	8,336,168
Depreciation expense	6,593,249	6,388,092	8,517,457
Finance and Borrowing costs	195,897	104,768	139,691
Total Operating Expenses	26,458,499	26,426,545	34,788,396
Operating Surplus/(Deficit)	11,786,609	7,345,306	527,842
Capital Income			
Capital Contributions	111,330	-	-
Capital Grants and Subsidies	5,683,836	2,238,752	4,477,504
Capital Income Other	168,090	-	-
Interest on Contributions/Reserves	1,399,298	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	(554,019)	135,000	180,000
Total Capital Income	6,808,535	2,373,752	4,657,504
Net Result	18,595,144	9,719,058	5,185,346

Budgeted Income Statement by Fund 2024/25 Budget

Disaster Recovery Funding			
	Actual YTD	Budget YTD	2024/25 Budget
Revenue			
Rates and utility charges	-	-	-
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	-	-	-
Fees and Charges	-	-	-
Operating Grants and Subsidies	25,131,896	-	-
Operating Contributions	-	-	-
Interest Revenue	-	-	-
Works for Third Parties	-	-	-
Other Revenue	-	-	-
Total Operating Revenue	25,131,896	-	-
Expenditure			
Employee Expenses	116,969	-	-
Materials and Services	28,165,772	-	-
Depreciation expense	-	-	-
Finance and Borrowing costs	-	-	-
Total Operating Expenses	28,282,742	-	-
Operating Surplus/(Deficit)	(3,150,846)	-	-
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Capital Income Other	-	-	-
Interest on Contributions/Reserves	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	-	-	-
Net Result	(3,150,846)	-	-

Budgeted Income Statement by Fund 2024/25 Budget

Waste			
	Actual YTD	Budget YTD	2024/25 Budget
Revenue			
Rates and utility charges	4,908,056	4,797,668	4,797,668
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	4,908,056	4,797,668	4,797,668
Fees and Charges	474,766	431,850	683,549
Operating Grants and Subsidies	324,890	-	-
Operating Contributions	56,284	40,500	54,000
Interest Revenue	87,429	45,000	60,000
Works for Third Parties	19,636	-	-
Other Revenue	83,927	147,750	197,000
Total Operating Revenue	5,954,988	5,462,768	5,792,217
Expenditure			
Employee Expenses	136,414	137,312	183,095
Materials and Services	3,439,919	3,808,231	5,065,787
Depreciation expense	184,676	172,842	230,456
Finance and Borrowing costs	-	-	100,000
Total Operating Expenses	3,761,009	4,118,385	5,579,338
Operating Surplus/(Deficit)	2,193,979	1,344,383	212,879
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Capital Income Other	-	-	-
Interest on Contributions/Reserves	108,025	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	108,025	-	-
Net Result	2,302,004	1,344,383	212,879

Budgeted Income Statement by Fund 2024/25 Budget

Wastewater			
	Actual YTD	Budget YTD	2024/25 Budget
Revenue			
Rates and utility charges	6,511,139	6,452,227	6,452,227
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	6,511,139	6,452,227	6,452,227
Fees and Charges	66,250	53,250	71,000
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	218,702	75,000	100,000
Works for Third Parties	3,775	-	-
Other Revenue	-	-	-
Total Operating Revenue	6,799,866	6,580,477	6,623,227
Expenditure			
Employee Expenses	562,773	522,566	697,878
Materials and Services	1,646,450	1,529,887	2,011,082
Depreciation expense	1,468,324	1,300,425	1,733,901
Finance and Borrowing costs	75,066	74,353	99,137
Total Operating Expenses	3,752,613	3,427,231	4,541,998
Operating Surplus/(Deficit)	3,047,253	3,153,246	2,081,229
Capital Income			
Capital Contributions	364	-	-
Capital Grants and Subsidies	2,323,915	1,350,250	2,700,500
Capital Income Other	-	-	-
Interest on Contributions/Reserves	146,164	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	(338,048)	-	-
Total Capital Income	2,132,396	1,350,250	2,700,500
Net Result	5,179,649	4,503,496	4,781,729

Budgeted Income Statement by Fund 2024/25 Budget

Water			
	Actual YTD	Budget YTD	2024/25 Budget
Revenue			
Rates and utility charges	8,896,698	8,759,687	8,759,687
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	8,896,698	8,759,687	8,759,687
Fees and Charges	105,599	55,875	74,500
Operating Grants and Subsidies	14,577	65,250	87,000
Operating Contributions	-	-	-
Interest Revenue	209,726	37,500	50,000
Works for Third Parties	7,009	-	-
Other Revenue	40,356	22,500	30,000
Total Operating Revenue	9,273,965	8,940,812	9,001,187
Expenditure			
Employee Expenses	894,188	1,052,928	1,283,676
Materials and Services	2,815,537	2,479,430	3,448,400
Depreciation expense	1,234,769	1,115,845	1,487,794
Finance and Borrowing costs	-	-	-
Total Operating Expenses	4,944,493	4,648,203	6,219,870
Operating Surplus/(Deficit)	4,329,472	4,292,609	2,781,317
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	3,358,232	1,122,333	2,244,665
Capital Income Other	-	-	-
Interest on Contributions/Reserves	66,783	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	3,425,015	1,122,333	2,244,665
Net Result	7,754,486	5,414,942	5,025,982

Budgeted Income Statement by Fund 2024/25 Budget

Benefited Area			
	Actual YTD	Budget YTD	2024/25 Budget
Revenue			
Rates and utility charges	131,990	131,784	131,784
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	131,990	131,784	131,784
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	1,712,106	-	-
Interest Revenue	1,588	-	-
Works for Third Parties	-	-	-
Other Revenue	-	-	-
Total Operating Revenue	1,845,684	131,784	131,784
Expenditure			
Employee Expenses	243	-	-
Materials and Services	72,934	45,325	47,100
Depreciation expense	49,678	47,631	63,507
Finance and Borrowing costs	-	-	-
Total Operating Expenses	122,855	92,956	110,607
Operating Surplus/(Deficit)	1,722,829	38,828	21,177
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Capital Income Other	-	-	-
Interest on Contributions/Reserves	38,493	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	38,493	-	-
Net Result	1,761,322	38,828	21,177

8.11 BLUEPRINT STAKEHOLDER REFERENCE GROUP - TERMS OF REFERENCE

Date Prepared: 2 April 2025

Author: Manager Customer and Community Services

Attachments: 1. Project Blueprint Stakeholder Reference Group Terms of Reference [↓](#)

EXECUTIVE SUMMARY

Project Blueprint will deliver cohesive construction ready designs and plans that will direct the future of Mareeba's main business area. The Blueprint Stakeholder Reference Group will be established to provide the opportunity for stakeholders to be consulted about and be involved in the design process. The Group will also provide information, advice and recommendations for Council consideration.

The Terms of Reference for the Blueprint Stakeholder Group have been developed and is presented to Council for adoption.

RECOMMENDATION

That Council adopt the Blueprint Stakeholder Reference Group Terms of Reference.

BACKGROUND

Project Blueprint will deliver cohesive plans that will direct the future of Mareeba's main business area.

Construction ready designs and plans will be developed to address stormwater drainage issues, carparking, accessibility for people walking and cycling (including people with physical and vision impairments), public toilets and amenities such as shade, seating, lighting and nighttime activation.

It will plan the connectivity between the CBD and surrounding streets to support growth of business and employment. More residents and visitors will spend time in the CBD. The precinct will be future-proofed and enhance the health and wellbeing of the Mareeba community.

This project is funded by the Australian Government Regional Precincts and Partnerships Program (RPPP). The RPPP is an initiative by the Australian Government aimed at supporting transformative investment in regional, rural, and remote Australia. The program focuses on unifying regional places, fostering economic growth, and serving communities.

A stakeholder reference group will be formed to foster collaboration and build trust to ensure Project Blueprint is informed by the needs of the community. This Group will meet throughout the project lifecycle to:

- Provide information, advice and recommendations for Council consideration on the development of construction ready plans to address pedestrian accessibility and amenity issues in the Mareeba CBD.
- Assist in increasing community awareness about the project and highlight relevant issues.
- Provide the opportunity for stakeholders to be consulted about and be involved in the design process.

- Identify opportunities for future benefit of the Blueprint project.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LINK TO CORPORATE PLAN

Community and Culture: An informed, engaged and resilient community which supports and encourages effective partnerships to deliver better outcomes.

Transport and Infrastructure: The provision of quality infrastructure to service our growing community using sound asset management principles.

Liveability and Environment: Improve the liveability of the Shire by enhancing amenity and valuing natural assets.

Economy and Growth: Promote and encourage investment in local industry to build a resilient economy.

IMPLEMENTATION/COMMUNICATION

The Group will be established as outlined in the Terms of Reference.



Blueprint Stakeholder Reference Group Terms of Reference

Project Blueprint is funded by the Australian Government Regional Precincts and Partnerships Program (RPPP) to provide construction-ready plans to revitalise the Mareeba CBD between Herberton St and Lloyd St and between Constance St and Railway Avenue.

This Terms of Reference document is authorised by resolution of Council passed on 16 April 2025 Council meeting.

Purpose

The primary purpose of the Blueprint Stakeholder Reference Group is to foster collaboration, and build trust, ensuring that *Project Blueprint* is informed by the needs of the community.

The Blueprint Stakeholder Reference Group is an expert advisory committee to Council under the Local Government Regulation 2012.

The Blueprint Stakeholder Reference Group is not a decision-making body and it is not a requirement that consensus always be reached between members on issues discussed.

The purpose of the Group is to:

- Provide information, advice and recommendations for Council consideration on the development of construction ready plans to address pedestrian accessibility and amenity issues in the Mareeba CBD.
- Assist in increasing community awareness about the project and highlight relevant issues.
- Provide the opportunity for stakeholders to be consulted about and be involved in the design process.
- Identify opportunities for future benefit of the Blueprint project.

Scope

The Terms of Reference apply to the members of the Blueprint Stakeholder Reference Group.

The project area includes:

- Byrnes Street, between Herberton Street and Lloyd Street;
- Surrounding CBD streets including Lloyd Street, Middlemiss Street, Atherton Street, Hort Street, Rankin Street, Herberton Street, Walsh Street, Constance Street and Railway Avenue.

See Appendix A.

Membership

- Councillor Representative (Chairperson)
- Mareeba Chamber of Commerce (MCOC) (1 representative)
- Queensland Police Service (QPS) (1 representative)
- Disability Advocacy Group and Organisations (1 representative)
- CBD business operator (1 representative)
- CBD property owner (1 representative)
- Muluridji Aboriginal Corporation (1 representative)
- Queensland Trucking Association (QTA) (1 representative)
- Mareeba Shire Local Tourism Organisation (LTO) (1 representative)
- Collaborating for Community Safety Group (CCSG) (1 representative)
- CBD resident (1 representative)
- Community (3 representatives)

Membership of the Reference group is voluntary and no meeting fees are available.

Membership will be appointed by the Council in accordance with the terms of reference.

Council will seek to select a diverse representation across demographics, cultures and interest to promote a diversity of voices, and a balance of interests from community focussed applicants.

MCOC, QPS, LTO, Muluridji, QTA, CCSG will be invited to nominate a representative.

Disability advocacy group and organisations will be invited to apply for membership through an expression of interest process.

CBD business operators CBD, property owners CBD residents and the community will be invited to apply for membership through an expression of interest process.

Support members:

- Manager Assets & Projects
- Community Engagement Consultant
- Council Community Engagement Team

Terms of Appointment

It is expected the Stakeholder Reference group will be stood up mid-2025 and stood down by October 2026.

Member Responsibilities

The Blueprint Stakeholder Reference Group will abide by *Mareeba Shire Council's Code of Conduct* and the *Mareeba Shire Council Handbook for Advisory Committee*.

- Members have a duty to act honestly and in good faith, exercise reasonable skill, care and diligence in carrying out their duties and not make improper use of information.
- Members are to exercise common courtesy on all occasions.

- Members are to respect the views of others in the group and allow the opportunity for all views to be presented and discussed.
- Members are to work collaboratively towards the purpose of the Reference Group.
- Members are to represent each user/stakeholder group (where applicable) in helping to inform the broader community of project objectives, status and outcomes. It will be essential for participants to represent the interests of other people in the community.
- Members must declare if a conflict of interest arises and be exempt from the relevant discussion.
- Members are not authorised to speak directly to the media or public (this includes social media), on behalf of the Council or with regard to any matter that has or is to be discussed by the Reference Group unless otherwise determined and agreed by Council.

Management of the Reference Group

Community Engagement Consultant will assist the Chair in leading the meetings.

MSC staff will assist the Chair to prepare meeting agendas, meeting notes and other administrative functions.

Meetings of the reference group will operate under the meeting procedures outlined in the *Mareeba Shire Council Handbook for Advisory Committees*.

Confidentiality

All material dealt with by the Panel will be treated as confidential, unless otherwise determined by the Chair.

Conflict of Interest

All members have a responsibility to advise of any conflict of interest with respect to all matters before the Reference Group.

See *Mareeba Shire Council Handbook for Advisory Committees, Section 3.4.7*.

If a member has any conflict of interest on any matter and is present at a meeting at which the matter is the subject of consideration, the member:

- Should, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
- Should not take part in the discussion of any question in respect of the matter; and
- Should not attempt in any way whether before, during or after the meeting to influence the discussion of the application.

Appendix A: Map of Project Area



8.12 REGIONAL ARTS DEVELOPMENT FUND ADVISORY COMMITTEE TERMS OF REFERENCE

Date Prepared: 4 April 2025

Author: Manager Customer and Community Services

Attachments: 1. Regional Arts Development Fund Advisory Committee Terms of Reference [↓](#)

EXECUTIVE SUMMARY

The Regional Arts Development Fund (RADF) is a partnership the Queensland Government and Mareeba Shire Council to support local arts and culture in regional Queensland. RADF promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions.

Updated Terms of Reference for the Mareeba Shire Council RADF Advisory Committee are presented to Council for adoption.

RECOMMENDATION

That Council adopt the attached Regional Arts Development Fund Advisory Committee Terms of Reference.

BACKGROUND

The purpose of the RADF Advisory Committee is to actively assist in the implementation of Council's Regional Arts Development Fund (RADF) Program. The RADF Advisory Committee also provides information, advice and recommendations for Council's consideration on the development of arts, culture and heritage throughout the Shire.

The RADF Advisory Committee Terms of Reference guide the purpose, functions, composition, and administration of the Committee. These state that the Committee will consist of a Councillor and six community members who reflect the diverse arts, culture and geography of the Council area and will be appointed for a three-year term.

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

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LINK TO CORPORATE PLAN

Community and Culture: An informed, engaged and resilient community which supports and encourages effective partnerships to deliver better outcomes.

Liveability and Environment: Improve the liveability of the Shire by enhancing amenity and valuing natural assets.

IMPLEMENTATION/COMMUNICATION

Community will be invited to apply for the RADF Advisory Committee.



Regional Arts Development Fund Advisory Committee

Terms of Reference

The Regional Arts Development Fund (RADF) is a partnership between the Queensland Government and Mareeba Shire Council to support local arts and culture in regional Queensland. RADF promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions.

1.0 Purpose

1.1 The RADF Advisory Committee is constituted under Section 264 of the *Local Government Regulation 2012*, which allows Mareeba Shire Council to appoint advisory committees.

1.2 The purpose of the RADF Advisory Committee is to:

- a) Provide information, advice and recommendations for consideration by Mareeba Shire Council on matters associated with the development of the arts, culture and heritage sector throughout the Mareeba Shire; and
- b) Actively assist in the implementation of Mareeba Shire Council's Regional Arts Development Fund (RADF) Program.

2.0 Functions

2.1 The RADF Advisory Committee has no decision-making powers and will provide information, advice and recommendations for consideration by Mareeba Shire Council.

2.2 The RADF Advisory Committee will:

- a) Attend and participate in meetings, communications and training as required.
- b) Provide advice on Mareeba Shire Council's RADF Program and funding application to Arts Queensland.
- c) Provide advice on Mareeba Shire Council's arts and culture activities and initiatives, as required.
- d) Review and assess RADF Community Grant applications and outcome reports.
- e) Make recommendations for funding of RADF Community Grant applications that align with RADF objectives, eligibility criteria and local priorities.
- f) Promote the RADF Program within your own networks.

3.0 Composition

3.1 The Chairperson of the RADF Advisory Committee will be a Councillor appointed by Mareeba Shire Council.

3.2 The RADF Advisory Committee will consist of Councillor/s appointed by Mareeba Shire Council and six community members from the Mareeba Shire.

Updated March 2025

3.3 Mareeba Shire Council will call for expressions of interest from members of the community who have significant interest, knowledge or experience in the arts, culture and heritage sector who are interested in being members of the Committee.

3.4 Mareeba Shire Council will seek broad representation across artforms, culture, geography and demographics to promote a diversity of voices and a balance of interests from the community.

4.0 Terms of Appointment

4.1 Members are appointed for a period of up to three (3) years.

4.2 Committee members who have served a three year term are eligible for re-selection to the Advisory Committee by submitting an expression of interest to Mareeba Shire Council.

4.3 Members are appointed on a voluntary basis and meeting fees are not available.

4.4 The Committee will meet at least twice a year in Mareeba unless otherwise determined and members are also expected to be available for regular communication by email or telephone.

5.0 Member Responsibilities

5.1 Members will abide by Mareeba Shire Council's *Handbook for Advisory Committees, Volunteers Handbook* and *Employee Code of Conduct*.

5.2 Members will abide by the *Information Privacy Act 2009* and *Right to Information Act 2009*.

5.3 Members have a duty to act honestly, fairly, exercise reasonable skill, care and diligence in carrying out their duties and not make improper use of information.

5.4 Members are to work collaboratively towards the purpose of the Committee and exercise common courtesy on all occasions.

5.5 Members must declare if a conflict of interest arises and be exempt from the relevant discussion and / or assessment of applications.

5.6 Members are not authorised to speak directly to the media or public on behalf of Mareeba Shire Council or with regard to any matter that has or is to be discussed by the Committee unless otherwise determined and agreed by Mareeba Shire Council.

6.0 Administration

6.1 Mareeba Shire Council officers will be responsible for secretariat duties associated with the Committee.

6.2 Committee meetings will be held in accordance with the Mareeba Shire Council *Handbook for Advisory Committees*.

6.3 Members of the Advisory Committee are covered by Mareeba Shire Council's Public Liability Insurance and Personal Accident Insurance while acting in their capacity as a Committee member.

Updated March 2025

8.13 SPONSORSHIP OF THE 2025 CAIRNS ITALIAN FESTIVAL

Date Prepared: 2 April 2025

Author: Manager Customer and Community Services

Attachments: Nil

EXECUTIVE SUMMARY

This report seeks Council's approval for financial assistance to the 2025 Cairns Italian Festival under the Community Partnerships Program.

RECOMMENDATION

That Council approves a one-off cash donation of \$1,000 to support the 2025 Cairns Italian Festival's schedule of events in Mareeba. The event organisers will be informed that future sponsorship requests for these events will not be considered.

BACKGROUND

Since 2022, the Cairns Italian Festival has hosted the Mareeba Salami and Sausage Competition. In 2023, Council began providing cash sponsorship to help establish the event in Mareeba. The event has been well received, offering a unique experience for both local residents and visitors.

The 2025 festival will take place from July 24 to August 3, 2025, with events scheduled in both Cairns and Mareeba. The Mareeba International Club and Mareeba United Soccer Club will host three events, including the Salami and Sausage Festa, the Bomben-Moriconi Football Cup, and an Italian card game competition.

The purchase of tickets will be required for entry to all scheduled events in Mareeba.

RISK IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Is the expenditure noted above included in the current budget?

No

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

For payment from the 2025/26 Community Partnerships Program budget.

Operating

The \$1,000 one-off cash donation is to be allocated from the 2025/2026 Community Partnerships Program budget.

LINK TO CORPORATE PLAN

Community and Culture: An informed, engaged and resilient community which supports and encourages effective partnerships to deliver better outcomes.

Economy and Growth: Promote and encourage investment in local industry to build a resilient economy.

IMPLEMENTATION/COMMUNICATION

Notify the Cairns Italian Festival of outcome of request for assistance.

9 INFRASTRUCTURE SERVICES

9.1 INFRASTRUCTURE SERVICES, CAPITAL WORKS MONTHLY REPORT - MARCH 2025

Date Prepared: 19 March 2025

Author: Manager Assets and Projects

Attachments:

1. Capital Works Summary - March 2025 [↓](#)
2. Capital Works Highlights - March 2025 [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to provide an update on capital works projects undertaken by the Infrastructure Services Department during the month of March 2025.

RECOMMENDATION

That Council receives the Infrastructure Services Capital Works Monthly Report for the month of March 2025.

BACKGROUND

Council's Capital Works program is focussed on renewal and upgrade of Council infrastructure to achieve Council's corporate vision of "A growing, confident and sustainable Shire". The program is funded through a combination of Council's own funding and external grants and subsidies.

RISK IMPLICATIONS

Financial

The capital works program is tracking within budget.

Infrastructure and Assets

Infrastructure and Assets Projects included in the current capital works program were identified through Council's Project Prioritisation Tool (PPT) which uses a risk-based, multi-criteria approach to rank projects in order of priority. The PPT is aligned with Council's Long-Term Financial Plan and Asset Management sub-plans, which focus of renewal of existing assets.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

All capital works are listed in and funded by the 2024/25 Capital Works Program.

LINK TO CORPORATE PLAN

Transport and Infrastructure: The provision of quality infrastructure to service our growing community using sound asset management principles.

IMPLEMENTATION/COMMUNICATION

Infrastructure Services Capital Works Summary Report - March 2025



Project Code	Project Description	Project Comment	Project Stage
Program: 01 - Rural and Urban Roads Reseal Program (Renewal)			
CP0003731	24/25 Bitumen & Asphalt Reseal Program	Reseal prep work 60% complete. estimated start date late April early May weather dependant.	Construction
CP00835	DRFA Gully Betterment	Complete (Final report to be provided).	Completed
Program: 02 - Gravel Resheet			
CP0001022	23/24 Gravel Resheet Program	Project completed December 2024. When commitments are cleared balance of budget to be rolled over to 24/25 Gravel Resheet Program	Close Out
CP0003732	24/25 Gravel Resheet Program	No resheeting programmed until after 2025 wet season	Construction
Program: 03 - Urban Streets			
CP0001023	Recovery Way (WTS) Rehab Ch 0.176-0.272	Works will be undertaken after wet season & Herb/Constance intersection project	Construction
CP0002042	MBA James St Mill & Fill	Works were completed December 2024	Close Out
CP0002069	MBA Chewko Rd Rehab/Widen & Seal	All drainage works complete. Southern side base gravel laid and compacted. Northern side base gravel laid and compacted from Hales St to Spanish Club entrance. Project on track for completion mid April.	Construction
CP00795	TIDS 23-27 Herberton/Constance Inter	Conduit installation completed 03/03/24. Boxing out existing pavement on the southern side of Herberton Street & roundabout installation currently underway. This will be followed by pavement works on the north western section of the intersection. The final pavement works on the north eastern side are programmed for the Easter school holidays as the south bound lane of Constance Street will be closed to all traffic. Practical completion of the works are expected to be mid-May.	Construction
CP00797	TIDS 22/23 24/25 Rankin/Walsh St R'bout	Detailed Design & Documentation Engagement 90% completed. Close out of Design consultancy underway, anticipate completion Mid April.	Design
Program: 04 - Rural Roads			
CP0002040	KDA KIA08 Barron Falls/Masons Rd/L-out	Survey is underway, design to be scheduled	Planning
CP0002041	KDA KIA09 Barron Falls Rd Thongon-Mason	Survey is underway, design to be scheduled.	Planning
CP0002048	KDA Kuranda Heights Rd Intersection	Survey complete, design to be scheduled.	Planning
CP0002050	MBA McIver Rd Rehab & Widen	Designs to be completed prior to end of year 2025 by external consultant.;;Survey and soil investigations complete.	Planning
CP0002060	KDA Oak Forest Rd Rehab & Widen	Survey complete, design to be scheduled.	Planning
CP0002066	DIM Leafgold Weir Rd Widen Curves	Design to be finalised May 2025	Design
CP0003753	MBA Byrnes St Safety Upgrades	Works complete various locations; project being closed out.	Completed
CP00801	TIDS Ootann Rd Section 1&2 Widen & Seal	Gravel Supply & Deliver & Bitumen Seal tenders awarded. Works to recommence in April weather permitting. Letter to federal government sent requesting additional funding to gravel & seal section 2	Construction

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Infrastructure Services Capital Works Summary Report - March 2025



Project Code	Project Description	Project Comment	Project Stage
Program: 05 - Bridges			
CP0001558	MBA Tinaroo Creek Rd Ada Creek Causeway	Design to be completed June 2025 by external consultant.;;Survey and soil investigations complete.	Planning
CP0001564	KDA Oak Forest Rd, Barron River Bridge	The contractor is monitoring Barron River water levels and is proposing to commence works as soon as practicable after the wet season.	Construction
CP00841	Bolton Rd Inspect/Design/Repl Girders	Joint inspection of the site by RoadTek & MSC to be undertaken when RoadTek has time in their current bridge repair program & emergent works. Likely April 2025	Procurement
Program: 06 - Drainage			
CP0001598	24/25 Renew Minor Culverts & Drainage	Temporary RCP repair works completed at Park Avenue. Full repairs will be undertaken after 2025 wet season.	Construction
CP0003689	MBA CBD Drainage Upgrade Stage 1	Project planning will be undertaken in conjunction with the Mareeba CBD Blueprint Project	On Hold
CP0003690	MBA Ray Rd Culvert Upgrade	On hold pending outcome of Ray Road Drainage Study.	Planning
CP0003695	Irvinebank Jessie St/Rubina Tce Upgrade	Investigations will be scheduled in 2025.	Not Commenced
CP0003830	Hastie Road - Stormwater	Project completed December 2024	Close Out
CP00844	MBA Amaroo Drainage Upgrades	Quotes will be called to undertake this work post wet season.	Construction
CP00938	Tilse Street Upgrade Drainage	Built infrastructure on-maintenance, financial completion to be completed April 2025.	Completed
Program: 07 - Traffic Facilities			
Program: 08 - Parking			
CP00846	MBA Heritage Centre Carpark Connection	Design being adjusted following stakeholder feedback. Construction to commence late April 2025	Design
Program: 09 - Footpaths			
CP0001026	23/24 Footpath Renewal Program	Atherton Street and Lloyd Street footpath sections complete. Further sites for renewal are currently under assessment.	Construction
CP0001027	23/24 Footpath Upgrade Program	Funds apportioned to support a grant application for Kuranda Arara Street Footpath connection to the Library and Community precinct.	Planning
CP0001665	Mt Molloy Footpath & Furniture Refurb	Arara Street Footpath PLM cost estimate revised. Design to be scheduled	Planning
CP0001666	KDA Barron Falls Rd Replace Footpath	Survey is underway, design to be scheduled	Design
CP0001687	KDA WNP Arara St Footpath Missing Link	In design	Design
CP0001742	MBA WNP Constance-Lloyd St Footpath	Project complete	Construction
Program: 10 - Parks and Gardens			

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Infrastructure Services Capital Works Summary Report - March 2025



Project Code	Project Description	Project Comment	Project Stage
CP0001029	Kda Com Precinct Parks Upgrade	Planning & Development ongoing 2025	Planning
CP0001803	Julatten Geraghty Pk Refurb Playground	Community engagement planning underway	Planning
CP0001805	MBA Bicentennial Lakes Northern	Tender opened 26 March and closes 16 April 2025.	Procurement
CP0001871	MBA Centenary Park Upgrade Fencing	Construction to commence late April.	Construction
CP0003670	MBA Amaroo Park Shade	Tender documents being prepared in preparation for procurement.	Planning
CP00809	MBA Bicentennial Lakes (Southern) D&C	Slides embankment fence installation is 80% complete.	Construction
CP00860	KDA Anzac Park Landscaping	Plaque posts have been fabricated. Plaque format and wording being finalised prior to ordering.	Completed
CP00861	KDA Coondoo Street Refurb	Upper Coondoo Street new cabling and LED streetlights have been installed and the lights commissioned. Project 70% complete. Pavement and stone works around Centenary Park are complete. The contractor has moved on to Coondoo Street with works ongoing. The project 40% complete. Ergon propose to undertake the Lower Coondoo Street streetlighting upgrade works in the second half of 2025.	Construction
Program: 11 - Water			
CP0001038	23/24 Retic Valve/Hyd Replace Program	New vales have been sourced and will be installed at Lerra and Byrnes Streets intersection as soon as time permits and we have available contractors to assist.	Construction
CP0002670	FY24/25 - WTP Minor Infrastructure	Works are underway and will be completed by mid to late May pending delivery of equipment.	Construction
CP0002671	FY24/25 - Water Main Replacement	Construction works for pipeline 6 (Byrnes st) completed. Hort Street watermain to proceed early April.	Construction
CP0002672	FY24/25 - KDA WTP Turbidity Meters	Installation and commissioning works completed.	Close Out
CP0002674	FY24/25 - DIM WTP Turbidity Meters	Installation and commissioning completed.	Close Out
CP0002675	FY24/25 - Replace Chlorine Analysers	Works completed	Close Out
CP0002677	FY24/25 - Telemetry/SCADA Upgrades	Following on from project scoping late 2024 works commenced March 2025.	Construction
CP0002680	FY24/25 - Hydrants & Valve Renewal	Some materials have arrived, once all materials are here we can't commence until roundabout works on Constance St are completed as we need to shut down a section of Constance St and this would cause severe traffic disruptions.	Construction
CP0002682	FY24/25 - Irvinebank Ibis Dam PS	Waiting on servicing and inspection before obtaining pricing from suppliers on new equipment.	Construction
CP0002683	FY24/25 - DIM WTP Pump Replacement	Pump will be assessed during routine servicing in May though it is unlikely the pump needs to be replaced.	Planning
CP0002684	FY24/25 - Smart Meters Replacement	Installation works on new receiver in Kuranda completed.;; Taggle to provide early access to new meters for trial in areas with connectivity issues.	Construction

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Infrastructure Services Capital Works Summary Report - March 2025



Project Code	Project Description	Project Comment	Project Stage
CP0002762	FY24/25 - MBA WTP Refurbish Clarifiers	Works well advanced on stripping out clarifier 1.	Construction
CP0002764	MOL Replace Hunter Ck Weir	GHD to do inspection as soon as weather permits.	Construction
CP0002921	MBA Booster Pump Station Relocation	Booster pump removed from Granite ck pump station. Pump sent away for servicing.	Construction
CP0003667	FY24/25 Irvinebank Ibis Dam Valves	Valves selected, electrical schematics being produced.	Procurement
CP0003668	CHI Renew Water Line	This project will only be done in 2024-2025 if there are residual funds left over from replacing water mains in Mareeba and Mt Molloy in 2024-2025.	On Hold
CP0003734	MBA WTP Fuel Pod For Generator	Procurement Stage	Procurement
CP00733	BOR6 MWTP Filtration Upgrade	Project complete and ready to be closed out.	Close Out
CP00878	MBA Decommission Basalt St Elevated Tank	The water tower has been isolated and the reservoir section of the water tower needs to be cleaned out then a permanent closure / lockout of the feed line will be done which was expected to take place early to mid April but realistically could be May or June.	Construction
CP00879	MBA Decommission Granite Ck Pump Station	Pump set has been removed and taken away to remove pump veins that won't be required at the relocated site of Centenary Park.	Construction
Program: 12 - Wastewater			
CP0001041	Mba WWTP Inlet Works Replacements	Works now completed and we are waiting on contractor to provide invoicing for payment then the project can be closed out.	Completed
CP0001043	Atherton St Pump Station Refurb	Project subject to grant funding.	On Hold
CP0001047	23/24 WW CCTV & Relining Program	Works complete. Awaiting final invoice from contractor for closeout.	Completed
CP0001050	Kennedy Hwy PS Control Board Upgrade	Switchboard installed and commissioned. Waiting on final invoice	Completed
CP0001053	23/24 WWPS Refurbishment Program	Works substantially completed.	Construction
CP0002474	FY24/25 - MBA Sewer CCTV & Reline Prog	Works continuing. CCTV Works continuing in the Amaroo estate area and are to be completed late April.	Construction
CP0002475	FY24/25 - WW Pump Station Ancillary	Contractor manufacturing new safety lids to be compliant with modern standards. Once manufacturing has been completed site works will commence.	Construction
CP0002476	FY24/25 - WW Reticulation Pumps Renewal	Parts and pumps on order awaiting delivery.	Procurement
CP0002477	FY24/25 - Telemetry/SCADA Upgrades	Contractor progressing with investigating processes and systems relevant to alarming and code deployment.	Construction
CP0002479	FY24/25 - Pump Station Generators x 2	W&W fabricator manufacturing housings for generators which will be installed in due course.	Construction
CP0002480	FY24/25 - Manhole Rehab & Replace	Works delayed due to rain events. Works on the Keneally Rd sewer network to recommence mid April.	Construction
CP0002481	FY24/25 - MBA Constance St Rising Main	Waiting on formal confirmation from Minister LG so project can commence.	Design
CP0002482	FY24/25 - KDA WWTP Renew Control Panels	Electrical works are now completed.	Close Out
CP0003715	KDA WWTP Renew 6x4m Shed	Contractor has commenced works despite ongoing inclement weather in Kuranda. Actual project works will be completed by 30 June.	Construction

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Infrastructure Services Capital Works Summary Report - March 2025



Project Code	Project Description	Project Comment	Project Stage
CP0003722	KDA WWTP Renew 6x6m Shed	Contractor has commenced works despite ongoing inclement weather in Kuranda. Actual project works will be completed by 30 June.	Construction
CP00889	22/23 MBA Sewer CCTV & Relining	We've got some works underway in Kuranda and should have the reports back in the coming weeks.	Construction
Program: 13 - Waste			
CP0002216	KDA WTS New Ablution Block	Construction continuing. Roof completed.	Construction
CP0002220	MBA TS Leachate Pump Annual Program	There has been some safety issues highlighted with accessing the pumps, this is now under review and a methodology will be developed to mitigate any risks. Pumps will then also be reassessed for replacement during the scheduled May servicing.	Planning
CP0002221	MBA TS Leachate PS Pump	New pump on order with a reasonably long lead time on delivery.	Procurement
Program: 14 - Aerodromes			
CP0000947	Mareeba Aerodrome Safety & Repairs	Works completed. Chubb servicing all hydrants.	Construction
CP0003899	MBA Aerodrome Drainage Improvements	Waiting on the installation of the Spill Gates on Ray Road. Meeting with Design to look at the drainage and flow of water.	Design
Program: 15 - Fleet			
CP0001071	Fleet Replace #1231 Toyota WW	Project Complete	Completed
CP0003738	Replace Asset 741 Street Sweeper	Purchase order raised December 2024, Delivery expected June 2025	Procurement
CP0003739	Replace Asset 620 Job Truck	Truck delivered, truck currently at Body Builders having tipping body fabricated	Procurement
CP0003740	Replace Asset 1255 Toyota Hilux	Vehicle delivered, waiting for body to be fabricated	Procurement
CP0003741	Replace Asset 1274 Toyota Hilux	Vehicle on order, no delivery date as yet	Procurement
CP0003743	Replace Asset 5005 MF Tractor/Loader	Project Complete	Close Out
CP0003752	Replace Asset 3010 Toyota Landcruiser	Project Complete	Close Out
CP0003773	Replace Asset 1307 Mit. Pajero INSURANCE	Project Complete	Close Out
CP0003776	Replace Unit 5422 Tool Trailer INSURANCE	Trailer purchased, waiting on canopy to be fabricated	Planning
CP0003826	Replace Asset 1244/6263 L'cruiser INSUR	Vehicle on order;;Spray unit delivery April 2025	Procurement
Program: 16 - Depots and Council Offices			
CP0003737	MBA Kowa St External Staff Training Room	Works awarded to JMB Building. Construction to commence early April.	Construction
Program: 17 - Community Buildings			
CP0001059	Mba/Dim Aquatic Condition Assessment	RFQ to be released to market prior to end of Fin Year.	Planning
CP0001632	24/25 Amenities Refurbishment Program	Planning completed. Chillagoe Town Hall toilet refurb RFQ submissions due early March.	Procurement

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Infrastructure Services Capital Works Summary Report - March 2025



Project Code	Project Description	Project Comment	Project Stage
CP0001637	KDA Library Paint & Roof Improvements	Refurbishment of roof rainwater goods and plumbing in procurement.	Construction
CP0001639	Annual Minor Building Refurbishment	RFQ released for the refurbishment of the Anzac Park Cenotaph plinth.	Procurement
CP0001646	KDA Recreation Centre Improvements	Project complete.	Completed
CP0001664	Annual Facilities LED Lighting	Procurement commenced for Kuranda Recreation centre Tennis court lighting.	Procurement
CP0002909	DIM Memorial Hall Park Lighting Upgrade	Ergon works delay. Works to be completed late April.	Construction
CP0003718	MBA Davies Park Field 2 Lighting Upgrade	Works on hold. Awaiting suitable funding.	On Hold
CP0003729	MBA Aquatic Centre Pool Expansion Joints	Advised by MCSF that the works on the expansion joints will be done April or May	Construction
CP0003756	MBA Davies Park Field 1 Lighting Upgrade	Works delayed due to wet weather.	Construction
CP00749	Aquatic Facility Upgrades & Splash Park	Works complete.	Completed
CP00793	MBA Women's Restroom Refurb	To be completed in conjunction with the Mareeba CBD Blueprint Project	Planning
CP00819	22/23 Shire Toilet Facility Repl Program	Project Complete.	Close Out
CP00909	KDA Aquatic Cnt 25m Pool Aquaris Upgrade	Pool Lessee is confirming replacement timeline with Contractor. Works to be completed prior end of financial year.	Procurement
CP00941	23/24 Park/Sporting LED Lights Arnold Pk	In procurement. RFQ Submissions due late March.	Procurement
Program: 18 - Non-Infrastructure Items			
CP0001085	Mba Cemetery Expansion Planning	Inception meeting held with Community Dep and Technical Services Team to commence layout development, Targeted for June 2025.	Planning
CP0003684	MBA New Cemetery Lawn Plaque on Beam	Additional irrigation works to be undertaken	Construction
CP0003716	MBA Smartnet GPS Base Replacement	Works Complete, capitalisation of project required.	Completed
CP0003717	KDA Heights Cemetery Lawn Plaque on Beam	Additional irrigation works to be undertaken	Construction
CP0003754	Mareeba CBD Blueprint	Tender awarded to GHD subject to finalising contract negotiations.	Planning
CP00446	Kuranda New Cemetery	All works completed.	Completed
CP00932	MBA MIP Expansion	Masterplan at 95% design stage. Stage 11 construction plans at 30%.	Design

Infrastructure Services Capital Works Report Project Highlights – March 2025



Project Name: Herberton / Constance Street Intersection Upgrade

Program: Urban Streets

Background

The FNQRTG Works Program for the 2024-2025 financial year contained a non LRRS (Local Roads of Regional Significance) project for Mareeba Shire Council to 50% fund the upgrade of the Herberton Street/ Constance Street intersection. The funding is provided by the Queensland State Government through the Transport Infrastructure Development Scheme (TIDS).

Scope of Works

The scope of works includes the installation of a roundabout, a number of traffic islands, kerbing, footpath extensions and light pole relocations.

Progress Update

During March footpath and kerb ramp works have been completed on the south-eastern side and the north-western side and 75% completed on the southwestern side of the intersection. Pavement excavation has been completed on the southern side and a quarter of the northern side with the subbase and base gravel laid and compacted. Concrete roundabout has been poured along with the semi mountable kerb.

Works have been hindered by inclement weather and practical completion is estimated to be mid-May 2025, weather permitting.



Footpath southeastern side



Roundabout with semi mountable kerb



Base gravel – laid and compacted



Infrastructure Services Capital Works Report Project Highlights – March 2025



Project Name: Chewko Road Rehabilitation, Widen and Seal

Program: Urban Streets

Background

The FNQRRTG Works Program for the 2024-2025 financial year contained a LRRS (Local Roads of Regional Significance) project for Mareeba Shire Council to 50% fund the rehabilitation and widening of a section of Chewko Road, Mareeba. The funding is provided by the Queensland State Government through the Transport Infrastructure Development Scheme. (TIDS).

Scope of Works

The scope of works includes the relocation of a water main, upgrade accesses, widen and seal the existing pavement and drainage improvements.

Progress Update

During March the drainage on the Borzi Park side has been completed. Shoulder rebuilds has been completed both sides of the road. Both sides of the road have been excavated to depth and subbase and base gravel has been laid and compacted. Works have been hindered by inclement weather and practical completion is estimated to be mid-April 2025, weather permitting.



Shoulder rebuilds



Base gravel in shoulder widenings

Infrastructure Services Capital Works Report Project Highlights – March 2025



Project Name: 2024-2025 Water Main Renewal Program (Stage 2)

Program: Water

Background

As part of Council's 10-year water strategy, ageing water mains are being replaced and upgraded throughout the Shire. An allocation has been provided in the 2024/25 capital works program to replace failing and ageing asbestos cement (AC) composition watermain at (5) five locations within the Mareeba township.

Scope of Works

The scope of works includes the supply and installation of PVC Supermain and ductile iron (DICI) on road crossings, in addition to new service connections, valves and hydrants are being installed.

Progress Update

Works commenced in March, adjacent to the carpark on the corner of Rankin and Byrnes Street, starting at the Rankin Street intersection and running south to connect with the Herberton Street pipeline.

Works have progressed well with no major interruptions to the scheduled program. This section has been completed, and works have now progressed along Hort Street.



Installation of 225mm PVC Super Main. Byrnes St, Mareeba



T-intersection with sluice valves. Byrnes St, Mareeba.

Infrastructure Services Capital Works Report Project Highlights – March 2025



Project Name: Mareeba Water Plant Clarifier Upgrade Project

Program: Water

Background

As part of Council's 10-year water strategy, the Mareeba Water Treatment Plant is being progressively upgraded to boost the capacity of water that can be treated and distributed to the community. The Mareeba Water Treatment Plant is currently producing 200 litres per second, which is below its capacity due to the ageing infrastructure's inability to operate at peak performance. The clarifiers are a critical component in the water processing chain and require an upgrade to relieve the pressure on the filtration system and enable the production of more water for the community (250L/s).

Scope of Works

- Replacement of Clarifier 1 sludge rake and centre drive, including new power and control cabling;
- Replacement of all 4 X flocculator mixers with new mixers and VFDs, including new power and control cabling;
- Replacement of concrete panel platform with new steel structure;
- Replacement of handrails with marine grade aluminium or 316 stainless-steel and standard kick-plates;
- Replacement of covered area on Clarifier 1 with a new roof; and
- Supply and install new automated polymer make-up and dosing system, including new dosing pumps and dosing lines from the proposed new location in the Main Control Building.

Progress Update:

Stripping out Clarifier 1 almost completed and manufacturing and supply of critical equipment for the upgrade works well advanced and now waiting on delivery of the goods prior to installation.



Infrastructure Services Capital Works Report Project Highlights – March 2025



Stripping out Clarifier 1 and new equipment being manufactured.

Project Name: Constance Street – Lloyd Street New Footpath Connection

Program: Footpaths

Background

This project aims to enhance pedestrian safety by introducing a designated footpath that separates pedestrians from vehicle traffic, significantly reducing the risk of casualty crashes. The new footpath will minimise risks for vulnerable pedestrians and will improve overall safety for both school-aged children and their younger siblings. Additionally, new carparks will be added to ensure smoother traffic flow during school drop-off and pick-up times, creating a safer and more efficient environment for the entire community. This project is a key initiative in the Mareeba Walking Network Plan and is funded by the Queensland Government's School Transport Infrastructure Program and the Mareeba Shire Council.

Scope of Work

This project will construct a new footpath connection on Constance Street where there is currently a missing link. This initiative connects to the Constance Street and Lloyd Street intersection pedestrian kerb build-out safety improvement which was recently completed in partnership with the Department of Transport and Main Roads Lighter Affordable Effective Pilot Program. The project deliverables are:

- Extend the footpath on Constance Street to connect to Lloyd Street.
- Widen Constance Street to the north of the existing school carpark on its eastern side.
- Install kerb and channel systems.
- Construct additional formal carparking bays.

Progress Update

Project complete. Ikin Civil has completed the footpath and parking upgrade project. Photos on following page.



Infrastructure Services Capital Works Report Project Highlights – March 2025



Constance Street to Llyod Street New Footpath Connection - Construction & Line Marking Complete

Infrastructure Services Capital Works Report Project Highlights – March 2025



Project Name: Coondoo Street and Centenary Park Kuranda Streetscape

Program: Footpaths and Parks and Open Spaces

Background:

This project brings together several projects from the Kuranda Township Infrastructure Masterplan 2021- 2031 to deliver infrastructure and improvements that enhance the 'Village in the Rainforest' as a unique, authentic experience for residents and tourists alike, by improving safety, accessibility, connection with the environment and integration between the activities of residents and tourists.

The included projects are:

- Centenary Park Upgrade (Pathways Component Only)
- Upgrade of planter boxes and garden bed planting through the CBD areas (Coondoo Street)
- Coondoo Street Upper Refurbishment (footpaths, lighting, tree bud lighting)
- Coondoo Street Lower Lighting Upgrade

Scope of Work:

Footpaths Pavement Safety Improvements

Work will include renewed sections of footpath and relaying of pavers to repair cracks and uneven surfaces. The work will match the look and feel of the current footpaths. Footpaths are not being fully replaced. Some minor footpath repairs will also be undertaken in Centenary Park.

Gardens Planter Box Maintenance

The existing plantings in the Coondoo Street planter boxes will be revamped and plant species consolidated. Competing plants will be removed as required to protect the fig trees.

Streetlighting Upgrades and Fig Tree Fairy Lights Installation

Works will see existing streetlights along upper Coondoo Street being upgraded with new poles and LED fixtures. The design of the upgraded fixtures will maintain the current heritage look.

Lighting upgrades will provide an opportunity for businesses in Kuranda to extend trading into the evening and night. The existing lighting at the base of the fig trees will be replaced with lighting pillars to service the fairy lights and provide 240 v power outlet options for potential street events.

Ergon will also upgrade the lower Coondoo Street lighting later in 2025.

Progress Update:

The landscaping contractor has completed concrete slab replacement, paver and stone wall reinstatement works around Centenary Park and has moved on to the Coondoo Street footpaths.

The Coondoo Street fig trees have been trimmed and competing species removed from the canopy in accordance with the arborists report and planter box refreshment has commenced.

The lighting contractor has completed the UG cable replacement, the main switchboard replacement, installation of the stainless steel power supply pillars and the new LED streetlights. The streetlights were commissioned in the last week of March.

Infrastructure Services Capital Works Report Project Highlights – March 2025



Kuranda Centenary Park – Concrete Slab Replacement



Corner Coondoo & Therwine Streets - Before & After



New Power Supply Pillars & LED Streetlights



New Main Switchboard

9.2 PARKS AND OPEN SPACES THREE YEAR ACTION PLAN FINAL REPORT

Date Prepared: 7 April 2025

Author: Manager Assets and Projects

Attachments: 1. Parks and Open Spaces 3-Year Action Plan Update Summary [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to provide a close-out report for all projects being delivered under the Parks and Open Spaces Three-Year Action Plan. This will be the final report on the Parks and Open Spaces Three-Year Action Plan, and remaining projects will now be reported to Council in the monthly Capital Works Program report.

RECOMMENDATION

That Council receives the Parks and Open Spaces Three-Year Action Plan Close-Out Report.

BACKGROUND

Council adopted its Parks and Open Spaces Strategy and Three-Year Action Plan in February 2022.

The Parks and Open Spaces Strategy 2022-2031 has been developed to achieve Council's vision to enhance the Shire's liveability and visual appeal, and to encourage active communities and economic development. The Strategy was developed using a structured community engagement and internal consultation process.

Alongside the Strategy, a Three-Year Action Plan was developed for implementation of initial priority projects, with monthly updates provided to Council on the progress of the action plan, with each project presented to Council in detail prior to construction.

The Parks and Open Spaces Three-Year Action Plan introduced a new splash park, enhanced the Rail Trail, upgraded playgrounds and active recreation facilities, revitalised the Bicentennial Lakes precinct, and improved parks and open spaces throughout the shire with park upgrades, streetscape enhancements, and walking pathway improvements. The projects represent a record spend on parks and open spaces, all at no extra cost to ratepayers.

The projects identified in the Parks and Open Spaces Three-Year Action are now either complete or being progressed in the current capital program. Projects that are not yet complete will now be reported to Council in the monthly Capital Works Program report.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

The Three-Year Action Plan is fully funded at no additional cost to ratepayers.

Is the expenditure noted above included in the current budget?

Yes

Operating

The Three-Year Action Plan has been developed with an objective of no increase to the operational budget.

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

Financial Sustainability and Governance: A financially sustainable council that applies strategic decision making and good governance to deliver cost-effective services.

Community and Culture: An informed, engaged and resilient community which supports and encourages effective partnerships to deliver better outcomes.

Transport and Infrastructure: The provision of quality infrastructure to service our growing community using sound asset management principles.

Liveability and Environment: Improve the liveability of the Shire by enhancing amenity and valuing natural assets.

Economy and Growth: Promote and encourage investment in local industry to build a resilient economy.

IMPLEMENTATION/COMMUNICATION

Parks and Open Spaces 3 Year Action Plan - Project Update: October 2024 – December 2024

Legend

	Project scheduled
	Project in planning stage
	Project started
	Project complete
	Project Updated in this Report
	Project Not Updated in this Report

Project	2022/23	2023/24	2024/25	Monthly Update to Council
RAIL TRAIL				
Mareeba Rail Trail Stage 1 (Mareeba to Airport)				Project Complete
BETTER PLAYGROUNDS				
Geraghty Park (Julatten)				Community engagement scheduled for April 2025
Chillagoe Playground Improvement				Project Complete
Dimbulah Parks Revitalisation				Project Complete
Kuranda Community Precinct				Planning commenced so that grant funding can be secured to leverage Council's funds.
General Playground and Fitness Equipment Renewals - Various Locations				Project Complete
IMPROVE BICENTENNIAL LAKES				
Bicentennial Lakes (Southern) Upgrade				Project Complete
Bicentennial Lakes (Northern) Upgrade				In procurement
IMPROVE PARKS AND OPEN SPACES				
Amaroo Park				Project Complete
Mareeba Town Walking Trails Upgrades				Project complete. Works are complete for the following priority projects: <ol style="list-style-type: none"> 1. Constance and Atherton Street Intersection 2. Lloyd and Constance Street intersection 3. Lloyd and Walsh Street intersection 4. Ceola Drive – a walking/cycling lane along the western side of Ceola Drive. 5. Anzac Avenue – a walking lane and marked parking bays at the missing connection near Durston Street This project was funded by the Department of Transport and Main Roads.
Gregory Terrace (Kuranda) Park Minor Upgrade				Minor refurbishments of the dog off leash area will be completed if required using operational funding.
Kuranda Town Walking Trails Upgrades				Council was granted funding under the Walking Local Government Grants program and a Walking Network Plan and a Priority Works Program have been adopted by Council.

Parks and Open Spaces 3 Year Action Plan - Project Update: October 2024 – December 2024

				Kuranda Village Streetscape in construction. Pathways around Centenary Park Kuranda have been renewed and works are currently underway on Coondoo Street.
Kuranda Tourism Parks and Open Space Upgrades*				Centenary Park Kuranda – Playground construction is complete. Anzac Park Kuranda Upgrade is complete.
Bill Newburn Park (Irvinebank) Upgrade				Project complete.
Anzac Park (Mareeba) Revitalisation				Project complete.
Toilet Facilities Improvements - Various Locations				Toilet facilities across the Shire have been improved. The program is ongoing and will continue to be reported on in the monthly capital reports to Council.
Footpaths Improvements - Various Locations				Footpaths renewed along Rankin St and Basalt Gully (Stewart St), Mareeba. Pedestrian bridge improvements for Basalt Gully (Stewart St) and Granite Creek (Eales Park to Ward St) under design. Walking Network Priority Works Programs have been developed and adopted for Kuranda and Mareeba. Footpaths are planned to be renewed for Bicentennial Lakes Southern Section. Project Complete and future footpath improvements will be in accordance with the Long Term Asset Management Plan Walking Network Forward Works Program.
Park Entrance Signage Improvements - Various Locations				Project Complete
WATER PARK				
New Mareeba Water Splash Park				Project Complete

*Tourism projects in Kuranda to be funded by the Kuranda Infrastructure Levy

9.3 TRAFFIC ADVISORY COMMITTEE - MINUTES OF MEETING HELD 18 MARCH 2025

Date Prepared: 18 March 2025

Author: Director Infrastructure Services

Attachments: 1. Traffic Advisory Committee - Minutes of Meeting held 18 March 2025 [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to present the Minutes of the Mareeba Shire Council Traffic Advisory Committee Meeting held on Tuesday 18 March 2025.

RECOMMENDATION

That Council receives the minutes of the Traffic Advisory Committee Meeting held Tuesday, 18 March 2025.

BACKGROUND

The Traffic Advisory Committee (TAC) is an advisory committee to Council under Section 265 of the *Local Government Regulation 2012*. The TAC provides information and advice to Council regarding traffic, road and transport matters.

RISK IMPLICATIONS**Financial**

There are ongoing costs associated with investigation of traffic matters to ensure a safe road environment for our community. In most cases, any safety improvements on Council roads determined from these investigations will be funded from operational budgets or referred for consideration in future capital budget deliberations.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Internal resources for investigation and follow up actions.

LINK TO CORPORATE PLAN

Community and Culture: An informed, engaged and resilient community which supports and encourages effective partnerships to deliver better outcomes.

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



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MINUTES

TRAFFIC ADVISORY COMMITTEE

Tuesday 18 March 2025

Commenced at 9:30am

Members Present:

John Ridgway	Queensland Police Service (QPS) - Sergeant
Shabbirul Mujib (Teams) (for Kim Yap)	Transport and Main Roads (TMR) – Senior Engineer Civil
John Gillespie (Teams)	Transport and Main Roads (TMR) - Manager (Indigenous and LG Relations)
Lenore Wyatt (Chair)	Mareeba Shire Council (MSC) – Councillor

Non-Members Present:

Glenda Kirk	Mareeba Shire Council (MSC) - Director Infrastructure Services
Sam Wakeford	Mareeba Shire Council (MSC) - Manager Technical Services
Marjorie Anthony	Mareeba Shire Council (MSC) - Secretariat
Kim Kadel	Transport and Main Roads (TMR) - Advisor (Road Safety)
Josh Musumeci	Mareeba District Chamber of Commerce
Ross Cardillo	Mareeba Shire Council (MSC) - Councillor

1. WELCOME

The Chair opened the meeting at 9:30am welcoming all and thanking everyone for their participation.

Apologies were noted as follows:

Angela Toppin	Mareeba Shire Council (MSC) – Mayor
Amy Braes	Mareeba Shire Council (MSC) – Councillor

2. MINUTES SILENCE

A moment of silence was held to honour Chair Councillor Kevin Davies, who sadly passed away on January 14, 2025. Cr Davies served as both Chair and Deputy Chair of the Traffic Advisory Committee over a period of nine (9) years. His significant input to the advisory group and the road industry is acknowledged, valued, and he will be deeply missed.

3. MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting held 17 December 2024 were noted as being true and correct.

Moved by John Gillespie

Seconded by Sgt John Ridgway

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Walsh Street Temporary Traffic Measures

- Temporary works are in place and continue to be monitored.
- QPS advises non-compliance by motorists is occurring in this area which they are acting upon.
- MSC has engaged a consultant (Bitzios) to undertake a traffic study (completed) and prepare concept and detailed designs for upgrade of this section of road on 2023/24.
- MSC advise based on preliminary feedback from consultant, there will be a significant change to the parking arrangements and confirms that information from QPS is considered in traffic study.

- Phase 2 of the design process underway; consultants on track with completion of the preliminary design anticipated mid 2023; detailed design to follow; water main replacement to be undertaken as part of the project before any traffic works, construction proposed post wet season 2024. MSC to ensure emergency services notified of works when construction is undertaken.
- Walsh Street water main replacement to commence in July 2023.
- Walsh Street AC water main replacement works complete; detailed design to commence prior to end of 2023.
- MSC to provide an update to Mareeba Chamber, as initiator of the request.
- Consultation completed with adjacent businesses. Detailed Design underway; draft Concept Plans tabled for the information of members only.
- MSC advised angle parking on Walsh Street to be retained south of Coles loading dock, with minor loss of car parks. Pedestrian crossing is staggered improving pedestrian safety. Procurement of drainage pipes underway to address stormwater drainage issues.
- This project is programmed to be delivered following the Herberton / Constance Street Upgrade.
- MSC advised that detailed designs were significantly progressed, public notification planned before end of 2024, with potential for construction tenders to be invited early 2025.
- Further updates will be communicated by MSC in early 2025; some delays in design experienced due to changes in standards by Ergon.
- Detailed design received with MSC currently undertaking the final reviews. Invitations for tender will be issued in the upcoming months. Construction is anticipated to begin late 2025 / early 2026 with significant drainage works required initially.
- QPS raised the issue of vehicle parking in the NO STANDING zone in front of KHub, inquiring whether MSC could formalise this area with yellow linemarking. QPS advised they regularly monitor and issue fines for this area.

4.2 Herberton / Constance Street Pedestrian Crossing (MSC)

- From a safety perspective council raised concerns regarding the current location of the pedestrian crossing on Herberton Street recommending its removal and suggesting a pedestrian refuge island along with traffic islands and medians be implemented. MSC seeking input / advice from QPS.
- MSC advised water and sewer works currently underway with civil works to follow. QPS endorsed the removal of the pedestrian crossing in favour of establishing a pedestrian refuge island. QPS will issue a formal letter expressing its support.
- The sewer and water main upgrades and the stormwater drainage works have been completed; however, the project has been pending final approval from Ergon concerning the lighting upgrades. This approval was received from Ergon in December 2024 and works will resume on-site in early January 2025. MSC noted the removal of the pedestrian crossing was positively received and supported by QPS.
- Construction works recommenced in January 2025 and will continue until mid-May 2025, weather permitting. During February all Ergon conduit installations were completed, footpath works have commenced at the north-western section of the intersection as has the pavement and roundabout excavation at the south-western portion of the intersection.
- There being no further action required by this Committee, it is recommended this item be removed from the Agenda.

4.3 Byrnes / Rankin Streets Drainage / Mareeba CBD Blueprint (MSC)

- MSC raised with TMR the issue of stormwater drainage at the corner of Byrnes / Rankin Street intersection which has resulted in inundation of footpaths, particularly on the western side of Byrnes Street north of the intersection and east of the intersection (near McDonald's and in the Coles car park)
- MSC advised there has been notable change since the traffic lights were installed in 2019/20 seeking a joint approach between TMR and Council to determine what can be done to

alleviate some of the issues in the short term and requesting some priority be given around this issue.

- MSC information and sketches were provided to TMR on 14 February 2023
- TMR to inspect the area with MSC officers following this meeting of 21 March 2023
- MSC is proposing to undertake a design project to address long-standing issues with stormwater drainage and pedestrian access in the CBD in the 2023/24 capital works program to gain a clear understanding of the funding required for the improvements.
- MSC advised it seeks rectification of the drainage issue created since the installation of the traffic lights prior to the coming wet season. TMR advised detailed analysis to be undertaken with MSC providing data and assistance; TMR to liaise with MSC.
- Discussions have commenced with TMR regarding review of Byrnes/Rankin drainage rectification. Investigation is currently being carried out by TMR. TMR has engaged consultant and report is being prepared.
- Council has undertaken condition assessment of most stormwater assets in CBD and identified extents for CBD drainage assessment ready for engagement of consultant.
- TMR estimate overall rectification works at \$1.5M which is currently unfunded. Interim measures are proposed by TMR to help alleviate some of the issues. Advice on timeframe of interim measures unable to be provided by TMR.
- TMR advised the grated inlet pit has been upgraded with elevated grate to reduce blockage and increase capacity. This change to the pit inlet is considered a position improvement from stormwater capacity perspective as it will maximise the capacity of the crossroad box culvert. Additional works will be required in future to further improve drainage issues on Byrnes Street.
- Further upgrades to be reviewed as part of Council's CBD blueprint project. MSC advised further modelling of the intersection stormwater needs to be carried out to identify the extent of remediation works needed.
- MSC has been successful in securing grant funding from the Australian Government for the Mareeba CBD Blueprint project which aims to revitalize the area between Herberton Street and Lloyd Street between Constance Street and Railway Avenue. The scope of works involves preparation of construction-ready designs for the CBD, including stormwater, undergrounding overhead powerlines, lighting, walking and cycling facilities, accessibility for people with vision impairments, car parking, public toilet facilities, and landscaping with the design scheduled for completion by the end of 2026.
- A report to council will be presented on 19 March 2025 seeking approval to award a contract for the Mareeba CBD Blueprint design. The tender is to engage a design consultant for the project, to undertake planning, engagement and design and development of construction ready plans to revitalize the whole of Mareeba CBD between Herberton Street and Lloyd Street and between Constance Street and Railway Avenue. The final deliverable is a comprehensive Precinct Plan that will provide Council with construction-ready work packages, suitable for future grant funding.

4.4 Walking Network Improvements - Ceola Drive / Anzac Avenue

- Advice on resident feedback was sought by QPS on the new barrier edging installed along Ceola Drive and Anzac Avenue.
- MSC implemented a pilot project installing low-cost improvements to the walking/cycling network to increase walkability in Mareeba. Project is funded by the Qld Government's Cycle Network Local Government Grants Program.
- Concerns were raised with council regarding loss of access to unapproved/informal secondary driveways to properties and the lack of space for school buses to pull over. Council advises this route is not an approved school bus route.
- A notable reduction in speed has unofficially been reported on Ceola Drive; in the future, traffic counters will be deployed, and statistics from earlier periods will be compared.

- MSC advised this is a pilot project where council will monitor the effectiveness and make necessary adjustments where required. A review of the trial will be completed by end of 2024 to determine the effectiveness of the treatments.
- MSC deployed traffic counters on Ceola Drive and Anzac Avenue from 6-13 September; data assessed to compare stats from earlier periods.
- After the installation of a concrete barrier on the western side of Ceola Drive, traffic counters were utilised to assess the differences in inbound and outbound speeds. MSC reports that the data indicates minimal variation between the speeds of inbound and outbound traffic. A survey will be undertaken by MSC early 2025 with results being reported to TMR Walking Network Program.
- A survey has been launched to collect feedback from the community regarding the Mareeba Lighter Quick Cheaper Pilot Project, which is funded by TMR. The effectiveness of the pilot program will be evaluated, and TAC members, road users, walkers, cyclists are all encouraged to complete the survey.
- The survey will be open until 21 March 2025, and the findings will be shared at the June TAC meeting. Survey link [Current Community Consultation - Mareeba Shire Council](#)

4.5 Kuranda Range Road

- TMR advised March/April 2024 emergency works carried out to prevent further damage to the road. Ongoing undermining of the road was occurring due to the ongoing wet season impacts at several locations. Works took longer than anticipated due to wet weather, available material supplies and challenging site conditions.
- TMR is designing long-term solutions for repair and recovery works to the damaged road network. These are complex sites which require detailed investigation and design based on the forward material availability and construction methodologies. Once the design and program of works is finalised, TMR will advise stakeholders of the expected construction timeframes and traffic arrangements for the works. The long-term works are expected to start later this year.
- TMR advised night works complete. Long-term reconstruction works are set to begin from late 2024 to mid-2026, with construction tenders currently under review and expected to be awarded in September 2024. The Australian and Qld Governments have committed \$262.5M to improve safety and resilience on Kuranda Range Rd. TMR is looking at various treatments at strategic locations, incl additional guardrails, shoulder widening, centre line treatments, vegetation management and slope stability treatments. Additional Intelligent Transport Systems technology stations will be installed to enhance real-time monitoring of road conditions and traffic behaviour. These works will commence after completion of the recovery works to mitigate further disruptions to road users.
- TMR advise reconstruction works commenced on 18 November 2024 at locations damaged during TC Jasper. Night closures are in place from Sunday 24 November through to 20 December 2024, with the range closing at 9pm and reopening at 4am to allow the completion of additional works prior to Christmas. For this period of works the road will continue to remain open on Friday and Saturday nights. Road users must be in the queue by midnight as traffic will only be let through once in each direction for as long as it takes to clear the queued vehicles, then the road will close again until 4am.
- TMR informed there will be a Christmas shutdown period for the project with further details to be provided from their COMMS to MSC before the Christmas break.
- The following emergency works were completed on Kuranda Range Road Post-Disaster:
 - Stabilization of damaged slopes and safety assurance.
 - Identification of over 30 landslips requiring upslope and downslope reconstruction.
 - Geotechnical solutions include soil nailing, geomesh installation, gabion baskets, embankments reshaping, table drain clearing, and loose material removal.
 - 12 months of surveys, geotechnical inspections, planning, detailed designs, and contractor engagement.
 - Development of delivery strategy to minimize disruptions to motorists.
 - Aim to complete all works by mid-2026, site and weather permitting.

- Works started on 3 priority sites including 2 which are currently under single lane traffic control. Night closures resumed on 9 February 2025 and will continue until the end of 2025. TMR are aiming to undertake reconstruction of more than 15 sites in 2025, with the remainder to follow in 2026. To date, TMR have completed 1 site, with 1 more nearing completion. Works are continuing at Streets Creek, and immediately below the Lookout on the downslope side. A new upslope site opposite the Mareeba Shire signage will be started later this month.
- Link to TMR updates [Kuranda Range Road 2023 cyclone reconstruction works | Department of Transport and Main Roads](#)

4.6 32A Kennedy Highway (Cairns - Mareeba) - Barron River Bridge, Kuranda - Weight Restrictions

- Ongoing testing and monitoring program continues to ensure the bridge remains safe; TMR progressing a planning study to investigate long-term solutions. Inspections will be carried out every 3 months with rehabilitation works being carried out where necessary.
- Testing and maintenance works on the bridge continue. Planning study to investigate long-term solutions is progressing with the planning project confirming the preferred alignment and scope of a replacement bridge over the Barron River, including a viable delivery strategy that also considers the ongoing management and rehabilitation of the existing bridge
- Planning, including Business Case, has commenced with geotechnical investigations in progress.
- Stakeholder Survey results not known at time of TAC meeting. MSC / TMR meeting scheduled for 25 January 2024. MSC raised concerns regarding the further reduced load limit of the bridge to 42.5t.
- TMR advise recent inspections identified an issue with some Macalloy bars. The Macalloy post-tensioning bars were retrofitted to provide additional strength after the bridge opened to traffic in 1963. Crews will recommence inspections and carry out works to protect the macalloy bars with works expected to be complete by late June 2024. Any changes to the current traffic conditions on the bridge (single lane operation and 42.5t load limit) will be advised. The planning study for a long-term solution for the bridge is progressing as quickly as possible and expected to be completed in late 2024. Detailed design and construction of a long-term solution are currently unfunded.
- TMR advise further testing and maintenance works were completed between 4 – 29 November 2024. Bridge is fully opened with 42.5t load limit in place. TMR will continue to monitor the bridge via an ongoing detailed monitoring and inspection program quarterly, to ensure the bridge remains safe and in service. Next inspection is scheduled for February 2025 and one lane will be closed.
- Further testing and maintenance carried out between 3-28 February 2025. TMR currently working on a detailed cost estimate and the business case stage. The only changes to the below middle updated
 - 06 - 16 March NDT inspection of test locations – traffic at single lane operation between 0700-1600.
 - 19 - 30 March Weld repairs of any identified defects – traffic at single lane operation between 0700-1600 with up to 10min full traffic holds between 0900-1500 when required.
- The Barron River bridge has currently entered the preconstruction phase.
- Link to TMR updates [Kennedy Highway \(Cairns - Mareeba\), Barron River bridge upgrade, planning | Department of Transport and Main Roads](#)

4.7 664 Mareeba-Dimbulah Road – Request for review of speed limit through Dimbulah

- TMR advise this is low volume traffic.
- MSC expressed concerns regarding pedestrian safety at the crossing, indicating that drivers may not be sufficiently aware of its presence and recommending the installation of larger signage. MSC further requests TMR undertake a speed review with consideration to recent traffic data.

- TMR advised crossing signage installed, current speed is 60 km/hr; speed data was provided by TMR at the meeting indicating motorists are driving well under the signed 60 km/hr.
- MSC observations suggest that the pedestrian crossing may require an alternative approach. QPS noted the presence of parked vehicles raises visibility issues for drivers approaching the crossing. MSC will undertake a review of the existing parking arrangements and will request TMR undertake a speed limit review.
- MSC reviewed parking arrangements in relationship to the pedestrian crossing stating that there is adequate sight distance to the crossing. MSC will investigate options to undertake line marking improvements when the carpark resealing is being undertaken in future.
- There being no further action required by this Committee, it is recommended this item be removed from the Agenda.

4.8 664 Mareeba-Dimbulah Road – Request for a flood sensor monitoring system be installed on Granite Creek Bridge

- Letter of 29 May 2024 sent to TMR by FNQ Growers requesting consideration be given to installing sensors capable of monitoring water levels in real-time.
- TMR has forwarded this request to their Statewide Network Operations Branch for evaluation and advice to FNQ Growers.
- TMR initially suggested MSC apply to QRA for funding if Council supports the flood camera to be installed on Granite Creek Bridge. TMR advised CCTV camera, FMS with bubbler (solar powered) will range from \$200k-\$500k depending on the site conditions.
- MSC requested TMR forward this matter onto relevant branch managing flood cameras for consideration due to location being on state-controlled road.
- TMR indicated the matter is not a priority for TMR. If MSC intends to progress, TMR recommended they submit an application through QRA for funding with MSC overseeing the camera operations. MSC advised it has no capacity to monitor / operate flood cameras advising that this request would be referred to the Local Disaster Management Group. MSC to update FNQ Growers on the matter.
- There being no further action required by this Committee, it is recommended this item be removed from the Agenda.

4.9 2024/25 Flashing School Zone Signage

- TMR (Road Safety) seek from MSC site recommendations for flashing school zone signage suggesting several locations.
 - Julatten State School – Euluma Creek Road
 - Bibbohra State School – Glendon Street
 - Mount Molloy State School – Fraser Road
 - Cairns Hinterland Steiner School – Boyles Road
 - St Stephen's Catholic College – Cater Road
- MSC supports the proposed recommended locations as identified by the Department.
- TMR confirmed no official advice received to date, MSC will be advised once this information has been received.
- Permit Questionnaire completed and returned to consultants by MSC on 08 August 2024. MSC seek advice from TMR on the delivery timeframe.
- TMR advised all schools scheduled for FSZS installation have been installed except Mt Molloy State School which will be installed in the new year.
- TMR (Safety) advised the Mt Molloy flashing school zone signage has been installed.
- There being no further action required by this Committee, it is recommended this item be removed from the Agenda.

4.10 Tourist Signs on State Controlled Roads - Concerns regarding dilapidated tourist signs on State-controlled roads throughout the Shire

- TMR advise an internal review of signs will be undertaken including assessing of signs still required and compliance with current TMR policies. TMR will contact relevant operators to

arrange replacement signs if required, noting the cost of replacing rests with the applicant / operator.

- TMR advise signage is managed by their Road Corridor Management Unit; following the meeting TMR to supply MSC with the email address for submitting photos and details regarding signage that is no longer necessary. MSC suggested that the Mareeba Chamber also contribute information to TMR whenever possible. MSC requested advice back to the TAC on when TMR may be undertaking their next signage audit.
- Email address for Road Corridor Management Unit: CAID_CM@tmr.qld.gov.au
- TMR advised their Road Corridor Management Unit are in the process of auditing the tourist signs and business signs. This audit will identify which signs need to be removed or replaced. TMR advised in the meeting they have started contacting business operators.
- TMR advised this an ongoing process. Most business owners have been contacted; a few have begun renewing their permits and will be putting up new, updated signs. Some businesses no longer need their signs, so those will be taken down, and a few have already been removed by the owners. Additionally, there is a small number of signs TMR are working on to clarify the ownership.
- To assist, TMR to provide MSC with details of signs in the MSC region for which ownership is currently undetermined.

4.11 Sutherland Street – TMR Risk Assessment

- A Risk Assessment has been completed by TMR (Safety) on Sutherland Street behind the Mareeba State Primary School identifying visibility issues and noting the area is not signed a school zone reducing the speed to 40km/h.
- MSC reviewed the Risk Assessment requesting an on-site inspection with TMR (Safety) to discuss potential options.

5. STANDING ITEMS LIST

The following agenda items are ongoing matters that cannot be advance any further. A copy of the history is attached to these minutes.

Item	Location	Subject Matter / issue	Reason
5.1.	Borzi Road Culvert	Request for update on failing culvert just off the bend	Culvert has been included for betterment & future capital program considerations.
5.2.	6632 Herberton – Petford Road, Irvinebank	Request to upgrade to a single coat seal	TMR raised with their Planning Department for future inclusion.
5.3.	32A Kennedy Highway / Kay Road Intersection	Improvements for heavy vehicles turning into Kay Road	TMR advise this has been sent to their Planning unit for evaluation within the safety program.
5.4.	664 Mareeba-Dimbulah Road	Request for turning lane into Mareeba Rodeo Grounds	Traffic data provided by MSC passed onto TMR for consideration by their Planning Unit and inclusion on their safety program.
5.5.	Tablelands Heavy Vehicle Management Strategy	Heavy Vehicle Set Areas North of Mareeba	TMR advise project remains unfunded and continue to make application for funding opportunities.

6. NEW REQUESTS / CORRESPONDENCE - Nil

7. ROAD, TRAFFIC AND TRANSPORT MATTERS BY AGENCY - Nil

7.1. Emerald End Speed Limit Review (Glenda Kirk)

MSC advised a speed limit review on Emerald End Road will take place once the Cobra Creek causeway replacement is completed and the road is open to all vehicles.

7.2. Hastie Street Signage & Parking Issues *(Glenda Kirk)*

MSC advised Kids Campus requested the removal of redundant signage on Constance and Hastie Streets, Mareeba.

Concerns regarding parents parking on centre islands have been brought to the attention of MSC. MSC investigations concluded and recommendations regarding signage and parking regulations on Constance and Hastie Streets have been made. MSC have are also seeking assistance from QPS regarding enforcement on illegal parking.

The Chair requested TAC members to forward correspondence outlining their concerns in this location to assist Council with future discussions with St Thomas's and Mareeba Kids Campus regarding options to improve parking.

8. GENERAL BUSINESS**8.1. Walsh Street Pedestrian Crossing** *(Cr Wyatt)*

Concerns have been received regarding the pedestrian crossing and lighting at Atherton and Walsh Street intersection, asking is there any future planning for a roundabout in this area?

MSC Officers advised this intersection will fall within the Mareeba CBD Blueprint design, along with the other intersections with CBD area.

8.2. Burke Developmental Road Amenities *(Cr Wyatt)*

A request has been submitted by heavy vehicle operators highlighting the necessity for amenities along the Burke Developmental Road.

MSC Officers informed the group that the Mayor is drafting a letter to the Minister regarding this issue.

8.3. Byrnes Street Pedestrian Crossings *(Cr Cardillo)*

Raised the need for more pedestrian crossings along Byrnes Street, Mareeba.

MSC Officers advised overall pedestrian accessibility in Byrnes Street will be considered as part of the Mareeba CBD Blueprint design.

9. NEXT MEETING

9:30am Tuesday 17 June 2025

10. CLOSURE

There being no additional matters to address, the Chair expressed gratitude for everyone's attendance and contributions before concluding the meeting at 10:12am.

5. STANDING ITEMS LIST (History)

Item	Organisation	Issue	Recommendation / Follow Up Action	Agency
5.1	Mareeba Chamber (Josh Musumeci)	Borzi Rd Culvert Request for update on failing culvert just off the bend	17/12/2024 MSC reported the temporary repair was unsuccessful, with further works carried out late November. Culvert has been included for betterment & future capital program considerations. MSC unable to specify a timeline for the permanent repairs, indicating that the project is prioritized within its Project Management Lifecycle (PLM) system for consideration by Council. Committee agreed to remove this item from the agenda, placing it on the Standing Item list.	MSC
5.2	MSC (Former Cr Mario Milikata)	6632 Herberton – Petford Rd, Irvinebank Request to upgrade to a single coat seal	06/12/2022 Complaints received from residents regarding the condition of the Herberton – Irvinebank Road with MSC asking if it was possible for TMR to provide an upgrade to a single coat dust seal. TMR advised MSC to list as a defect through RMPC. MSC and TMR to develop a programme including crossings for minor staged improvements 21/03/2023 Due to numerous engineering constraints TMR does not support dust sealing of gravel resheeted roads, general issues involve non-compliant material specifications, geometric design constraints etc. Cr Milikata advised residents will be submitting to TMR a petition 20/06/2023 Residents have expressed with MSC their frustrations regarding works and the limited funding for this road network. Item to remain on Agenda pending TMR Planning team providing MSC with an update following mtg 19/09/2023 TMR raised with their Planning Department for future inclusion 12/12/2023 TMR has included for submission of low volume unseal road at Herberton-Petford Road. 23/01/2024 TMR advised no change 18/06/2024 TMR advised there is no change. Committee agreed to remove from Agenda items, placing the matter on a standing item list for future reference. 17/09/2024 TMR advised no change.	TMR
5.3	MSC (Former Cr Mario Milikata)	32A Kennedy Hwy / Kay Rd Intersection - Improvements for heavy vehicles turning into Kay Road	Concerns raised re heavy vehicles experiencing difficulties entering Kay Road from the Kennedy Hwy Heavy vehicles are having to cross both lanes to manoeuvre the turn TMR are aware of the matter and are investigating options TMR to investigate options to improve turning for heavy vehicles entering Kay Rd from Kennedy Hwy TMR advised previously; remaining sites from Tranche 1 and 2 of the High Risk Roads Upgrade including Kay Road / Kennedy Highway intersection being potentially included in Tranche 3 TMR will review in post construction Audit TMR programmed a day and night audit, including Kay Road intersection The results of the full audit anticipated end of February 2022 Issues identified during the audit will be prioritised in future works under High Risk Roads Upgrade Programme 15/03/2022 TMR advised auditing process is complete; everything except Kay Road looks good 21/06/2022 TMR confirms this will be tabled at internal meeting, Contractor has been engaged to complete Audit 20/09/2022 TMR confirmed this will be tabled at an internal meeting and further confirmed a contractor has been engaged to complete audit. Further works have been programmed by TMR as part of High Risk Roads Targeted Road Safety Program; upgrade works to be carried out at priority intersections including Kay Road; TMR to follow up 06/12/2022 Works will be considered by TMR in Tranche 3 of the High Risk Roads Upgrade Programme 21/03/2023 TMR (MR) followed up after the meeting and advised the current intersection geometry includes a widened sealed pavement for the left turn and a right turn lane of sufficient length and width for the right turn into Kay Road. The intersection is lit. Any upgrade to this intersection is unfunded and is a lower priority against other state priorities.	TMR

Item	Organisation	Issue	Recommendation / Follow Up Action	Agency
			<p>20/06/2023 Item to remain on Agenda pending TMR Planning team providing MSC with an update following the meeting.</p> <p>19/09/2023 Further correspondence received from School Bus driver raising concerns of no turning lane, stating there are more heavy vehicles utilizing Kay Road than light vehicles.</p> <p>TMR advised it will remain in tranche. Council to provide traffic count data for Kay Rd to assist with advocacy.</p> <p>12/12/2023 Traffic count data for Kay Rd taken July 2023 forwarded to TMR 01/12/2023 to assist with advocating for funding to have intersection upgraded. Data provided to TMR planning unit.</p> <p>23/01/2024 TMR confirmed traffic data received and passed onto their planning team.</p> <p>18/06/2024 Further concerns raised by school bus driver advising if a vehicle or truck is waiting to exit Kay Rd, the bus is having to stop in a 100 zone to turn left off the highway. There are numerous HV movements from the 2 major plantations and hay & cattle production along Kay Rd</p> <p>18/06/2024 No update from TMR</p> <p>17/09/2024 TMR advise this has been sent to their Planning unit for evaluation within the safety program.</p> <p>17/12/2024 TMR advise there is no further update, stating it will provide an update when it becomes available.</p> <p>Committee agreed to remove this item from the agenda, placing it on the Standing Item list.</p>	
5.4	MSC (Cr Ross Cardillo)	664 Mareeba-Dimbulah Road Request for turning lane into Mareeba Rodeo Grounds	<p>18/06/2024 MSC advised with the increased usage of Kerribee Park concerns were raised regarding traffic turning right from the Mareeba-Dimbulah Rd into the grounds. To facilitate safe vehicle turning into the park, it was suggested TMR investigate the construction of a passing / turning lane at the entrance and look at road shoulder wear in this location.</p> <p>17/09/2024 TMR were requested that their Planning Unit undertake a review into the potential need for a turning lane from Mareeba-Dimbulah Rd into the main entrance of Kerribee Park Rodeo Ground being gate 2. MSC noted that significant annual events at the venue include Rotary Field Days; Savannah in the Round; Mareeba Rodeo; camping facilities available during tourist season. It was suggested by MSC, TMR undertake a safety assessment. MSC to review records to provide any supporting information to assist in potential traffic count data for events.</p> <p>17/12/2024 MSC deployed traffic counters each side of the Rodeo Grounds on the Mareeba-Dimbulah Road for the period 15-22 October during Savannah in the Round. Traffic data forwarded to TMR which has been passed onto their Planning unit for consideration & inclusion on their safety program with updates to be provided.</p> <p>Traffic data recorded vehicle movements on Mareeba-Dimbulah Road increased by around 22,000 vehicles during the 6 days associated with the event.</p> <p>Committee agreed to remove this item from the agenda, placing it on the Standing Item list.</p>	TMR
	MSC	TMR Mareeba Southern Approach <ul style="list-style-type: none"> 32A/32B Kennedy Hwy / Byrnes St T-Intersection Mareeba Connection Road / Byrnes St Mareeba Heritage Centre Mareeba Bypass B-Double Route (accessing Reynolds St) 	<p>21/03/2023 TMR advised of shoulder widening plans on highway. MSC advised of shoulder edge wear on both sides of the road near the Jackaroo Motel and Heritage Centre. TMR to provide advice by 31 March 2023. TMR (MR) and MSC (SW) to inspect various areas following the TAC meeting</p> <p>20/06/2023 Following this TAC Meeting, TMR (KY) & MSC (SW) to inspect the Mareeba Centenary Park entrance with a view to preparing a plan for the work to be undertaken through RMPC.</p> <p>19/09/2023 Outcome of on-site inspection by TMR & MSC on 20/06: Shoulder edge wear at the northern entrance to Centenary Park; works have been completed by Council through RMPC; Bollards to be installed; Drain between Centenary Park driveways requires regrading to ensure drain is functional as picking machine display installed in overland drainage path; and future options to be considered regarding parking on the south-west of Jackaroo Motel</p> <p>TMR advised 32A/32B intersection is being designed for signalised Intersection. Delivery will be carried out when funding is available.</p>	TMR

Item	Organisation	Issue	Recommendation / Follow Up Action	Agency
			<p>12/12/2023 Jackaroo Motel dust issue resolved with bollards installed by MSC under RMPC on north side of park entry opposite Motel. Mba Centenary Park entrance widened & sealed.</p> <p>Mba Bypass planning is ongoing</p> <p>23/01/2024 TMR considering B-Double route as part of the Mareeba Bypass Planning; TMR propose to have draft updates from Planning Team on progress</p> <p>18/06/2024 TMR confirmed a Mareeba Bypass Planning project is underway. The current planning project will look at the full bypass, it will progress planning for the southern section & review & confirm the alignment of the northern section. \$2.2M has been allocated to the Planning Project by Qld Government under the Transport System Planning Program & it is anticipated the business case for the alignment will be completed late 2024.</p> <p>Construction of the Mareeba Bypass currently remains unfunded.</p> <p>17/12/2024 TMR advise there is no change.</p> <p>Committee agreed to remove this item from the agenda, placing it on the Standing Items list.</p>	
5.5	TMR	<p>Tablelands Heavy Vehicle Management Strategy</p> <p>Heavy Vehicle Set Areas North of Mareeba</p>	<p>04/12/2018 TMR advised AECOM engaged to undertake freight study; with a view of the study being completed within 6-8 months (late 2018)</p> <p>Preferred upgrades and new facilities across the Atherton Tablelands area identified; further consultation being undertaken with key stakeholders with a focus on a:</p> <ul style="list-style-type: none"> proposed HV Rest Area on Mulligan Hwy (north of Mba) proposed HV Rest Area on Kennedy Hwy (west of Speewah) proposed HV Stopping Place at the top of Rex Range (Mt Molloy Rd) <p>Study is anticipated to be completed by late 2019; construction of any upgrades are currently unfunded</p> <p>Further information published on TMR's website; link provided below</p> <p>https://www.tmr.qld.gov.au/-/media/aboutus/corporate/medialibrary/Heavy-Vehicle-Management-Strategy.pdf</p> <p>Mareeba Chamber to write to Cynthia Lui making recommendations</p> <p>Study being undertaken by TMR</p> <p>Following the meeting TMR advised the Business Case for this study is being finalised, and pending the necessary investment funding being approved/secured, TMR will then be in a position to release the proposed layouts</p> <p>Study completed, funding being sourced as works are currently unfunded; TMR will review funding options in March 2020</p> <p>TMR advised strategy is being dissected identifying separate upgrade projects</p> <p>TMR recommends that TAC support the delivery of outcomes of the study as a priority for Mareeba and that any bay around Mareeba would assist</p> <p>Moved by David Hamilton</p> <p>Seconded by Cr Wyatt</p> <p>TMR advised project pending funding opportunity</p> <p>TMR advised no change; State Government heading into caretaker period, subject matter will be considered further post 31/10/2020</p> <p>TMR advised seed funding available with some design having commenced, project to be shovel-ready for when funding becomes available, area north of Bibbohra being considered</p> <p>Project planning continuing but remains unfunded; TMR propose to develop a webpage to outline the project progress</p> <p>TMR advised facility at the top of Rex Range, Julatten is underway</p> <p>TMR pricing options at Springs Road and facility north of Bibbohra</p> <p>Bibbohra facility not yet funded, TMR looking to downsize as original plans were for \$5M,</p>	TMR

Item	Organisation	Issue	Recommendation / Follow Up Action	Agency
			<p>need to be accessible to road trains. TMR still reviewing and aware of drainage issues. Need right price for approval; discussion with MSC required</p> <p>MSC asked if Mareeba Rodeo Grounds could be utilized as amenities are already there; suggesting entrance into grounds could be widened providing a possible reduction in scope & cost</p> <p>15/03/2022 TMR reviewing the old sugar area on Mulligan Hwy; Biboohra cost is blowing it out of scope funding and keeps pushing it back</p> <p>Cr Wyatt suggested dropping speed limit at Biboohra intersection as it is a town to 80km/hr zone to assist; TMR advised Pickford Rd also has a lot of HV traffic for quarries could warrant 80/km zone</p> <p>21/06/2022 TMR advised plans are with strategic planners for these works, TMR will follow up regarding website approval and will send link if approved for updates available</p> <p>20/09/2022 MSC propose need to look at longer term truck stopping area around Mareeba; MSC previously suggested Council owned parcel of land opposite current site on Mulligan Highway; MSC to table and requests TMR to investigate</p> <p>06/12/2022 Matter is ongoing</p> <p>21/03/2023 Heavy vehicle stopping facility constructed at the top of the Rex Range near Nine Mile Road (Mossman-Mt Molloy Road). MSC seeking an update on other locations on the northern and southern approaches to Mareeba and Springs Road. TMR (MR) advised an update on planning would be provided by end of March 2023. MSC will continue advocating for the location north of Barrett Street Intersection as a potential site for a heavy vehicle pullover area.</p> <p>20/06/2023 Item to remain on Agenda pending TMR Planning team providing MSC with an update following the meeting</p> <p>19/09/2023 The Tablelands Heavy Vehicle Management Strategy is complete and is being used to inform heavy vehicle improvements on the Tablelands. TMR is continuing to apply for funding to progress the outcomes of the strategy</p> <p>Note only & move to end</p> <p>23/01/2024 TMR advise these projects remain unfunded, TMR continuing to make application for funding</p> <p>18/06/2024 TMR advise project remains unfunded.</p> <p>Committee agreed to remove from Agenda items, placing the matter on a standing item list for future reference.</p> <p>17/09/2024 TMR advised remains unfunded, no change.</p>	

9.4 PEST MANAGEMENT ADVISORY COMMITTEE - MINUTES OF MEETING HELD 13 MARCH 2025

Date Prepared: 18 March 2025

Author: Director Infrastructure Services

Attachments: 1. Pest Management Advisory Committee - Minutes of Meeting held 13 March 2025 [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to present the Minutes of the Mareeba Shire Council Pest Management Advisory Committee Meeting held on Thursday 13 March 2025.

RECOMMENDATION

That Council receives the minutes of the Pest Management Advisory Committee Meeting held Thursday, 13 March 2025.

BACKGROUND

The Pest Management Advisory Committee (PMAC) is an advisory committee to Council under Section 265 of the *Local Government Regulation 2012*. The PMAC provides Council with strategic guidance and/or recommendations in relation to its regional pest management role.

The Terms of Reference for the Advisory Group were adopted by Council in September 2022 with a review date of September 2024. The meeting of 3 October 2024 marked the initial meeting following the adoption of the terms in 2022, it is recommended to Council that the review period be extended until September 2025 to facilitate adequate implementation time.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Internal resources for investigation and follow up actions.

LINK TO CORPORATE PLAN

Financial Sustainability and Governance: A financially sustainable council that applies strategic decision making and good governance to deliver cost-effective services.

Community and Culture: An informed, engaged and resilient community which supports and encourages effective partnerships to deliver better outcomes.

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

IMPLEMENTATION/COMMUNICATION

Nil



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MINUTES

PEST MANAGEMENT ADVISORY COMMITTEE

Thursday 13 March 2025

Commenced at 9:00am

Members Present:

Ross Cardillo (Chair)
Alex Reid / Leon Grundling
(for Christopher Mooney)
David Preece
Scott Morrison
(for Zoe Williams)

Mareeba Shire Council (MSC) – Councillor
Department of Resources

Cape York NRM
Gulf Savannah NRM

Non-Members Present:

Ken Golby
Jade Monda (via Teams)
Alan Pedersen
Jax Bergersen
Gareth Humphreys
Elliot Dunn (via Teams)
Amias Bong (via Teams)
Angela Threlfall (via Teams)
Craig De Lai
Desirae Grainer
Mervyn Walker
Tyler Boyle
Glenda Kirk
Andrew Foster
Graham Wienert
Keely Macmillan
Marjorie Anthony

Tablelands Regional Council (TRC) - LPO
Cairns Regional Council (CRC) – Team Leader Natural Assets
Karma Waters - Landholder
Kuranda Conservation Inc
Wet Tropics Management Authority (WTMA) – Project Leader
Department of Transport and Main Roads (TMR) – Environmental Officer
Barbarrum Aboriginal Corporation RNTBC
Nguddaboolgan Native Title Aboriginal Corporation – Project Coordinator
Nguddaboolgan Native Title Aboriginal Corporation – Senior Ranger
Nguddaboolgan Native Title Aboriginal Corporation – Ranger Trainee
Nguddaboolgan Native Title Aboriginal Corporation – Ranger Trainee
Nguddaboolgan Native Title Aboriginal Corporation – Ranger Trainee
Mareeba Shire Council (MSC) – Director Infrastructure Services
Mareeba Shire Council (MSC) – Manager Works
Mareeba Shire Council (MSC) – Coordinator Land Protection
Mareeba Shire Council (MSC) – Technical Officer (QA / Environment)
Mareeba Shire Council (MSC) – Secretariat

1. WELCOME AND APOLOGIES

The Chair opened the meeting at 9:00am welcoming all and thanking everyone for their participation and attendance. Apologies were noted as follows:

Apologies

Mario Di Carlo
Darryn Higgins
Tudor Tanase
Gerard Kath
Anthony Carusi
John Brisbin
Nipper Brown

Department of Fisheries – Local Biosecurity Officer
Cook Shire Council – Biosecurity Coordinator
Tablelands Regional Council (TRC) – Management of Environmental & NR
FNQ Growers
FNQ Growers
Kowanyama Aboriginal Shire Council / Mitchell River Catchment Care
Mareeba Shire Council (MSC) – Councillor

2. MINUTES OF THE PREVIOUS MEETING

The minutes from the meeting conducted on 3 October 2024 are noted as accurate, with the following correction.

Item 5.2 Presentation by Wet Tropics Management Authority should read “approximately 2,700 hectares” not 27,000 hectares.

3. SUMMARY OF ACTIVITIES BY MSC (*Graham Wienert*)

An update was provided detailing the land protection activities conducted within the Mareeba Shire Council area since the previous meeting in October 2024.

- ***Parthenium weed*** – monthly inspections conducted on all sites.
- ***Amazon frogbit*** – efforts are ongoing along Chinaman and Atherton Creeks, Mareeba Lakes, and a private dam in Bibbohra. There has been a significant decrease in the number of plants observed. The sentinel sites along the Mitchell River on Two Mile Creek are inspected bi-monthly.
- ***Bellyache bush*** – a monthly site inspection conducted at the Koah site revealed the presence of seven seedlings in December 2024.
- ***Emu Creek*** – weed removal of two *Jatropha* species *Bellyache bush* *Physic nut* and *rubber vine* continues.
- ***Bellyache bush*** – assisted QLD DAF researchers in the release of the *Bellyache bush* leaf miner on the Walsh and Palmer Rivers.
- ***Chillagoe Township*** – removal of weeds, specifically *Chinee apple*, *Neem Tree* and *Rubber vine*, from Council properties and roadways.
- ***Miconia*** – assessment and eradication in the Kuranda region.
- ***Electric ants*** – sentinel site assessments conducted at Council transfer stations.
- ***Balaria*** – has been located and foliar sprayed along the roadside managed by the council.
- ***Navua sedge*** – management of sedge along the roadside in the Julatten region.
- ***Giant rats tail grass*** – Presently conducting roadside spraying along council roadways.

External TMR work:

- ***Basal bark Rubber vine, Chinee apple and Calatropae*** - Burke Developmental Road and Mulligan Highway.
- ***Navua sedge*** on the Mt Molloy Julatten Road.
- ***Japanese sunflower*** on Kennedy Highway, Mareeba to boundary of TRC, in alignment with TRC operations.
- ***Giant rats tail grass*** - Presently conducting roadside spraying along state-controlled roadways.

Animals

- Coordinated baiting for wild dogs and pigs.
- ***Pig traps*** – Three pig traps have been on loan to residential and rural properties, resulting in the capture of 23 pigs.
- ***Wild dogs*** – There has been an increase in complaints regarding wild dogs in peri-urban regions, particularly concerning attacks on poultry and domestic dogs.
- ***Customer Requests*** – A total of 41 customer requests were addressed over the period.

4. PRESENTATION OF INFORMATION BY AGENCIES

Members:

4.1. Department of Resources (*Alex Reid/Leon Grundling*)

Metzger Road along the Walsh River - rubber vine is being managed. Gamba grass work being undertaken on Fassio Road, Paddy's Green. There is some regrowth evident; however, this year has seen a notable reduction in the regrowth of Gamba grass. Follow up cool burns and herbicide treatment will be undertaken this year.

Survey completed last year in the Chillagoe area, Chillagoe is a priority this year for treatment targeting prickly acacia and rubber vine. There is four in the team working between Mareeba and Atherton areas.

Rubber vine infestation along the Mitchell River is a concern, enquiring whether the biocontrol moth is still available. It was stated that the biocontrol moth was very effective several years ago when it was first released.

80% of fire trails are scheduled for maintenance and the mapping of the Watsonville area is currently underway.

Action: MSC LPO to raise with Biosecurity (Qld) to enquire regarding the moth for control of Rubber Vine and update the committee at the next meeting.

4.2. Cape York NRM (David Preece)

Gamba grass and feral pigs are an issue; recently aerial spraying of *Hymenachne* has been conducted along the Normanby River, along with efforts related to pig management. The group is currently assisting with a pig management program in the Starcke River area.

Gamba grass funding was only available for one year. In the Cape, there is a lack of motivation to implement control measures, and currently, there is no strong initiative to enforce, only a voluntary course of action for now. A gamba grass management taskforce was currently established and is set to commence in April, with its initial focus on the Cooktown area.

4.3. Gulf Savannah NRM (Scott Morrison)

At present, the group is focused on gathering information from landholders identifying their five priority weeds of concern. These landholders are tasked with mapping these issues within a density of one square kilometre. The collected data will be submitted to the State government. However, landholders have encountered challenges in the mapping process. All data is expected to be compiled by the mid-June, with the finalized information being delivered to the State government later that month.

The Chair proposed that the report currently in development will be instrumental in supporting initiatives to secure additional funding from both State and Federal governments.

Gulf Savannah have pig traps through funding for protection of northern bettongs, with the traps being utilised in the Mt Lewis area.

Other Agencies:**4.4. Wet Tropics Management Authority (Gareth Humphreys)**

Yellow Crazy Ants declared eradicated at Russett Park; this has been ten years of work in this area. A property located on Oak Forest Road, Kuranda has been found to have an infestation. However, access remains challenging due to ongoing issues with causeway crossing as a result of TC Jasper. Survey to be completed in August to confirm if ants are present. If no ants identified for 2-4 years, the site is declared as eradication.

Items of note; several infestations have been detected at the bottom of the Gillies Range (between Gordonvale and the lower area of the Gillies Range), which is outside the MSC region. Accessing these infestations is challenging due to the difficult terrain.

4.5. Nguddaboolgan Native Title Aboriginal Corp. – Kondaparinga Station (Angela Threlfall/Craig De Lai)

The past seven months have been filled with activity achieving several significant milestones.

Homestead has been restored; next step is now to have the demountable units transported to accommodate trainee rangers to progress surveillance of the station area.

Kondaparinga stated they have an issue with rubber vine and are concerned about yellow crazy ants seeking assistance. Assistance is sought from Wet Tropics Management Authority in relation to the ants; Craig to liaise with Gareth Humphreys.

Rangers advise *Mimosa pigra* has become a significant concern in the Kondaparinga region, the weed is a Category 2, 3, 4 and 5 under the Biosecurity Act. It is essential to obtain GPS coordinates of the areas and prepare a formal report regarding this issue. The next step involved is documenting the GPS locations and submitting the formal report to Biosecurity Qld. Assistance from MSC will be provided to inspect the weed infestation and collaborate with the rangers on this matter.

Efforts are currently underway to arrange the transport of demountable buildings to Kondaparinga Station, which will serve as accommodation for the trainee rangers. The rangers' program has currently stalled due to the delay in securing the accommodation on-site.

Concerns raised regarding road access, they will need to be transported from the north via the Cooktown Crossing.

MSC indicated that DRFA works are programmed for Kondaparinga Road for potentially late May, weather permitting. Road maintenance will be carried out and is programmed but MSC is unable to provide a definite timeframe. Currently, construction activities are in progress on Karma Waters Road.

MSC (DRFA) will contact Kondaparinga regarding road maintenance programming.

4.6. Cairns Regional Council (*Jade Monda*)

There is little activity to report, aside from a small area of rubber vine. CRC is actively engaged in the management of aquatic weeds within the drainage system in the Cairns region.

4.7. Transport and Main Roads (*Elliot Dunn*)

There are no new updates from TMR, roadside mowing activities underway.

4.8. Barabarrum Aboriginal Corporation (*Amias Bong*)

There has been little progress as we continue to await the grant funding from 2023. The group was informed that a grazer in Mt Garnet is seeking to eliminate Heart-Leaf. It was noted that Heart-Leaf is indigenous to Australia and not identified as a target species under biosecurity laws; addressing this issue falls under the responsibility of the landholder.

It was advised Bellyache bush is an issue in the Irvinebank area. MSC LPO advised that Council is conducting management activities of Bellyache bush along Emu Creek in the Petford area.

4.9. Kuranda Conservation (*Jax Bergersen*)

Nauva sedge is an issue in the Kuranda area, which was identified 20 years ago and continues to be an issue. Jax suggested a successful method of control has been mowing before flowering.

MSC advised presence of a rust fungus which attacks the leaves and stems, which was present last year, however the rust is currently absent. With the onset of the wet season, the rust may re-emerge and take hold again.

TRC indicated that sedge is exclusively treated with herbicide along the roadsides within their jurisdiction. MSC advise sedge is not sprayed in Mareeba; with spraying only being carried out in the Julatten area. It has been observed that the sedge does not consistently thrive in arid areas preferring the higher rainfall areas like Julatten.

4.10. Tablelands Regional Council (*Ken Golby*)

- **Wild dogs** - Dog baiting and trapping with various stations and dog traps on loan. Coordinating with landholders.
- **Pigs** - TRC now have 4 new mobile-activated pig traps that are now accessible to landholders. A roadshow, similar to the one previously conducted on Frogbit, will be organised to showcase these pig traps. This event is scheduled to take place over the coming months, with invitations set to be sent to a range of stakeholders.
- **Rabbits** – Calicivirus released; introducing, keeping and supplying rabbits in Queensland is illegal and penalties apply.
- **Weed management** – Continuing efforts on fireweed, broadleaf. Funding to manage tobacco bush secured through Terrain until 2028 for spectacled flying foxes. Terrain is seeking to collaborate with various indigenous ranger groups. Focus species: *Giant Rats Tail and Gamba Grasses, Parthenium, Bellyache Bush*.
- **Electric ant** – sentinel surveys.
- **Fire Management** – presently in the planning stage for this year's controlled burns.
- **Mareeba Rotary Field Day** – site booked to participate in the field day in May.

Reveg prep works on Boar Pocket Road and Tolga Racecourse and assist with Malanda Landcare Group.

TRC and MSC provide HogHoppers on loan to landholders interested in utilising Hoggone bait, which consists of microencapsulated sodium nitrite, for the management of feral pig populations. However, the effectiveness of HogHoppers is restricted in wet tropical regions due to the abundance of available food. They are more appropriate for use in drier climates, where this method demonstrates greater effectiveness. Additionally, pigs require training to access the feeding station.

5. STANDING ITEMS

5.1. Funding and Partnership Opportunities

MSC reports that there has been no substantial development concerning funding support under the extraordinary environmental disaster assistance recovery program related to TC Jasper, as provided by the State Government. The recovery program is quite limited.

MSC LPO advised that the Mareeba Wetlands has successfully secured funding for the treatment of Gamba grass this year.

MSC is not aware of any additional funding opportunities beyond those related to carbon offset initiatives. There are no known options available through Biosecurity sector.

MSC enquired with agencies if they were aware of any current or future funding opportunities.

Barbarrum Aboriginal Corporation (Amias Bong) advised the Sporting Shooters Association of Australia (SSAA) operates the SSAA Farmer Assist program, which has been developed to enable farmers with wildlife management issues to seek pest animal control assistance from licensed and insured SSAA members. Further information is available online: [SSAA Farmer Assist - Providing Free Pest Control to Landholders](#)

5.2. Biosecurity Plan 2020-2025

Mareeba Shire Council's current Community Biosecurity Plan 2020-2025 is approaching its renewal period. The review process is set to commence in the coming months with the support of FNQROC.

The current Plan can be found at the link to Council's website provided below.

[Mareeba Shire Community Biosecurity Plan 2020-2025](#)

Stakeholders will have the opportunity to provide their feedback on the draft Plan. Comments will be welcomed, and a draft will be presented at a future PMAC meeting.

Kondaparinga conveyed their willingness to assist MSC with any weed survey. This initiative will not only support their trainees but also offer them a valuable learning experience. Additionally, in-kind support is available.

5.3. Upcoming Events

Title	Dates / Location	Details
Woody Weed Eradication Stem injector Workshop with field demonstration	01 Apr – 03 Apr 2025 Online	Link to register EOI below. https://www.surveymonkey.com/r/Woody_Weed_EOI The webinar link below provides the background GRHAG Session with Prof Vic Galea 30012025
Weed Information Forum – hosted by Qld DAF Biosecurity (Wayne Vogler)	02 & 03 April 2025 Malanda	Invasive grasses forum as part of current FFA Grass project. Contact is DPI Wayne Vogler wayne.vogler@daf.qld.gov.au
2025 Gamba Grass Taskforce – Endeavour Valley	28 Apr - 2 May 2025 Cooktown	FNQROC – Travis Sydes

6. GENERAL BUSINESS

6.1. Wynn Cassia

Concerns were raised by Alan Pedersen of Karma Waters Station regarding an introduced pasture species – *wynn cassia*, highlighting the need for vigilance regarding this potential weed and the need to control it. It is unpalatable to livestock and wildlife and Alan stated that he has had success in controlling wynn cassia by using a chemical spray Grazon Extra. Currently, wynn cassia has been located on the Mareeba-Dimbulah Road area and is still being planted / promoted as a pasture grass.

It is thought that wynn cassia will not be officially recognised as a pest by either State or Federal authorities as it is widespread and still being promoted as cattle fodder, however suggested that the Mareeba Shire Council should incorporate it into its By-Laws.

MSC Officers will conduct a more in-depth investigation, with the findings to be reported to the Council, alongside the objective of achieving local declaration of wynn cassia. It has been suggested that this potential invasive species be categorised under the Council's Local By-Laws, thereby prohibiting its sale and cultivation within the Shire. Additionally, MSC LPO (Graham Wienert) will communicate these issues through FNQROC NAMAC.

It was also suggested to communicate this information bringing it to the attention of AgForce that landholders and beef growers need to be made aware of the types of pasture grasses that they are planting as many of the grasses become weeds.

Action: MSC to investigate declaration of Wynn Cassia as an invasive species under Council's Local Law.

6.2. Itch Grass

Graham from MSC advised an emerging pest is itch grass. Graham advised he was initially made aware of this grass at the Barron River bridge near the Edmund Kennedy Rest Area on the Kennedy Highway by the previous LPO. More recently, it has been discovered in the Eureka Creek area and the Mareeba township and spreading. Itch grass is currently registered as an environmental weed.

6.3. Gamba Grass

Graham from MSC advised Gamba grass is spreading on roadside on western edge from Mareeba to the bottom of the Desailly Range.

6.4. Cotton

Scott Morrison from Gulf Savannah raised concerns regarding cotton growing along the roadside, particularly of note the junction at the three-ways on Kennedy Developmental Road at Forty Mile Scrub.

Researchers from Biosecurity Qld are visiting the area mid-April to look at thatch grass for future research areas, with them looking at control methods.

6.5. Roadside weed hygiene washdown areas

DOR sought clarification from MSC regarding the requirement for contractors to clean machines prior to relocation. They inquired whether the council has an established policy on this matter and requested a copy. MSC stated that a condition of contractor engagement, of the council's Occasional Plant Hire Tender document relates to the washing practices by suppliers and contractors in compliance with the *Biosecurity Act 2014* (Qld). A copy of the contract extract - Section 12 *Environmental Responsibility*, is attached.

MSC LPO indicated that he would reach out to FNQROC NAMAC to verify the roadside weed management machine hygiene has been raised with relevant authorities for a coordinated approach to weed management, which includes the suggestion of using old borrow or gravel pits as potential wash and clean-down areas.

7. NEXT MEETING

Thursday, 14 August 2025 9:00-11:00am

8. CLOSURE

There being no further business to discuss, the chair thanked everyone for their attendance and contribution and closed the meeting at 10:25am

Action Item List

Item	Action	Responsible Person(s)	Due Date
1.	NAMAC – MSC (Graham Wienert) to engage with NAMAC to advocate for TMR to look at providing some preventative actions on state-controlled roads.	MSC	Aug 2025
2.	Review of MSC Biosecurity Community Plan 2020-2025 Consider the inclusion of the following: <ul style="list-style-type: none"> Feral deer Wild horses / brumbies 	MSC	Dec 2025
3.	MSC LPO to raise with Biosecurity (Qld) to enquire regarding the moth for control of Rubber Vine and update the committee at the next meeting.	MSC	Aug 2025
4.	MSC to investigate declaration of Wynn Cassia as an invasive species under Council's Local Law.	MSC	Dec 2025

An extract of section 12 *Environmental Responsibility*, of the council's Occasional Plant Hire Tender document

12 ENVIRONMENTAL RESPONSIBILITY

12.1 (General Environmental duty) Under the *Environmental Protection Act 1994* (Qld), the Supplier and its Personnel have a general environmental duty to take all reasonable steps to prevent or minimise environmental harm. The Supplier or its Personnel who supply Plant and Equipment with an Operator to the Principal are bound by this duty and are liable to prosecution for failure to meet the requirements of the *Environmental Protection Act 1994* (Qld).

12.2 (Supplier's general obligations) The Supplier must ensure that:

- (a) the Plant and Equipment is regularly maintained and inspected to minimise risk of the Plant and Equipment failure leading to environmental harm, such as oil or fuel leaks, excessive noise or emissions;
- (b) Operators operate the Plant and Equipment in accordance with clauses 9.3(a) and 9.3(b);
- (c) all Personnel are aware of responsibilities under the *Environmental Protection Act 1994* (Qld) and site-specific environmental requirements. This should include:
 - (i) training in environmental awareness;
 - (ii) knowledge of environmental incident reporting procedures;

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- (iii) knowledge of and training in appropriate action to be undertaken to minimise environmental harm; and
- (iv) provision of equipment to minimise environmental harm, e.g. spill kits (the Supplier must have adequate provision for the clean-up of oil spills).

12.3 (Control of Prohibited and Restricted Matter – Biosecurity Risks) Under the *Biosecurity Act 2014* and the *Biosecurity Regulation 2016* (Qld) the Supplier and its employees and subcontractors have a general biosecurity obligation to take all reasonable and practical measures to prevent or minimise biosecurity risks. A biosecurity risk exists when dealing with any pest, disease or contaminant, or with something that could carry one of these e.g. plants, soils, equipment – known as 'carriers'. The Supplier must comply and cause its Personnel to undertake those obligations to comply with the requirements of the *Biosecurity Act 2014* (Qld) and regulation.

12.4 (Preventing spread of biosecurity risks) The Supplier must prevent the transmission or spread of animal and plant diseases and pests by engaging in vehicle hygiene practices that are congruent with the Principal's protocols for the reduction / elimination of biosecurity risk. The Supplier must ensure that all Plant and Equipment is free from matter that may present a biosecurity risk before the Plant enters the Site and on leaving the Site

12.5 (Plant and Equipment wash down) The Supplier must engage in Plant and Equipment clean-down practices, particularly in conditions or sites that contain mud, contaminated soils and weed-infested areas. The Supplier will be responsible for ensuring that all Plant and Equipment is inspected and clean-down practices are implemented before removal of Plant and Equipment from the Site. For a Hire Period of more than four (4) weeks, the Principal may have clean-down procedures and facilities available on Site and water will be supplied to the Supplier at no charge. The Supplier must seek clarification with site supervisors if uncertain.

9.5 INFRASTRUCTURE SERVICES, DISASTER RECOVERY OPERATIONS REPORT - MARCH 2025**Date Prepared:** 7 April 2025**Author:** Manager Disaster Recovery**Attachments:** 1. DRFA Project Updates - March 2025 [↓](#)**EXECUTIVE SUMMARY**

The purpose of this report is to outline to progress of Council's activities funded under the Disaster Recovery Funding Arrangements (DRFA) during the month of March 2025.

RECOMMENDATION

That Council receives the Infrastructure Services, Disaster Recovery Operations Report for March 2025.

BACKGROUND

The Disaster Recovery Funding Arrangements (DRFA) is a jointly funded program between the Australian Government and State Government, providing financial assistance to help communities recover from eligible disasters. Current projects and their respective weather events are provided herein.

2022 DRFA – Far North Queensland Low Pressure Trough, 1 – 7 February 2022

Project Name	Update
T-MSC2023-16 Gamboola Crossing	Dempsey Crane and Construction (DCC) was engaged to deliver the works. Construction commenced September 2023 and Practical Completion was reached November 2024. Variations finalised. Final consultant invoice to be processed prior to close out of the project.
T-MSC2023-12 Gully Betterment Program	S&K Civil Pty Ltd (S&K) was engaged to deliver the works. Construction commenced June 2023 and Practical Completion was reached December 2024. Project Management costs to be finalised prior to close out of the project.

2023 DRFA – Northern and Central Queensland Monsoon and Flooding, 20 December 2022 – 30 April 2023

Project Name	Update
Mount Mulligan Road Rain Gauge reinstatement	Works completed as of 4 March 2025. Awaiting contract invoice and project closed out.
T-MSC2024-06 – MSC DRFA 2023 Eastern Roads Package	Ikin Civil Pty Ltd engaged to deliver contract. Seal works underway and scheduled for completion late April 2025.

Project Name	Update
T-MSC2024-07 – MSC DRFA 2023 Dimbulah Roads Package	Keltone Construction Pty Ltd engaged to deliver contract. Keltone has remobilised and commenced work on Hurricane & Karma Water Road. Works on these roads forecast to be complete by 1 May 2025. Works to commence on Kondaparinga/Mt Mulligan-Kondaparinga Road afterwards.
T-MSC2024-08 – MSC DRFA 2023 Mid-Western Roads Package	Gregg Construction Pty td engaged to deliver contract. Works complete.
T-MSC2024-09 – MSC DRFA 2023 Western Roads Package	MC Group Pty Ltd engaged to deliver contract. Works outstanding on Bulimba and Blackdown Road. Work set out commencing. 5T load limit in place on BDR preventing machinery from mobilising.

2024 DRFA – Tropical cyclone Jasper, associated rainfall and flooding, 13 – 28 December 2023

Reconstruction of Essential Public Assets (REPA) Projects

Project Name	Update
T-MSC2023-04 Kuranda Landslip Remediation	Australian ground engineering Pty Ltd engaged to deliver contract. Hilltop reservoir: Complete. Barron Falls Road: Complete.
T-MSC2024-10 Jarawee Road Stabilisation	Civform Pty Ltd engaged to deliver contract. Works underway on site. Abutment A wingwalls complete. Abutment B ongoing. Works scheduled to be completed 30 June 2025.
T-MSC2024-13 Bushy Creek Bridge	Davbridge Pty Ltd engaged to deliver contract. Bridge works complete. Minor works to be completed during defects liability period (painting of pile casings & line marking).
T-MSC2024-15 Emerald End Culvert Construction	Terra Novus is engaged to deliver contract. Downstream wingwalls complete. Subgrade proof roll passed. Downstream batter protection and pavement works ongoing. Scheduled for completion late May 2025.
T-MSC2024-16 Carman Road Culvert Construction	Terra Novus Pty Ltd is engaged to deliver contract. Possession of site has been granted and construction of side track has commenced. Scheduled completion early June 2025.
T-MSC2024-33 – MSC DRFA 2024 Eastern Roads Package	Council has resolved to award contract to Ikin Civil Pty Ltd. Finalisation of scope is being sought from QRA prior to Contract award.

Project Name	Update
T-MSC2024-34 – MSC DRFA 2024 Western Roads Package	Council has resolved to award contract to Gregg Construction Pty Ltd. Finalisation of scope is being sought from QRA prior to Contract award.
T-MSC2024-36 – MSC DRFA 2024 Dimbulah Roads Package	Council has resolved to award contract to Cheshire Contractors Pty Ltd. Finalisation of scope is being sought from QRA prior to Contract award.
T-MSC2024-35 – MSC DRFA 2024 Mid-Western Roads Package	Council has resolved to award contract to Gregg Construction Pty Ltd. Finalisation of scope is being sought from QRA prior to Contract award.
Black Mountain Road Culvert Replacement	Submission has been lodged to QRA for replacement of culvert damaged as a result of TC Jasper event.
MSC DRFA 2024 Landslip Program	Submissions have been lodged with QRA for geotechnical sites on the following roads: <ul style="list-style-type: none"> • Ivicvic Road (Mareeba) • 2 x Mount Haren Road (Kuranda) • Warril Drive (Kuranda)
Hastie Road Embankment	QRA Funding approval received for Hastie Road Embankment restoration.

Clean-up Program (exceptional circumstances package)

Funding was made available to eligible local governments and state agencies that require extraordinary assistance to undertake assessments and conduct extraordinary clean-up activities of rivers, waterways, beaches, community and recreational assets and National Parks and to support removal and disposal of disaster related debris.

All approved works under this program were completed in late 2024. Reconciliation of costs for reimbursement are underway.

Water & Sewer Program (exceptional circumstances package)

In December 2024, a Water and Sewerage Infrastructure Package was announced, and is available to Mareeba Shire Council, Cook Shire Council and Douglas Shire Council.

The objectives of the Water and Sewerage Infrastructure Package is to restore essential water and sewerage infrastructure that was damaged by the event and ensure essential services are delivered to the community, accelerating recovery and relieving distress.

In addition to request for reimbursement of immediate and emergency costs, the following submissions have been lodged to QRA:

- 1) Lloyd Street Sewer Main Works
- 2) Kuranda Water Treatment Plant Works

Guidelines for the funding program have been received. As of March 2025, no approvals for the projects have been received.

Project Name	Update
T-MSC2025-08 – MSC Water and Waste Program Management Services	Tenders closed for the tender on 20 March 2025. Post tender clarification and assessment is currently underway.
T-MSC2025-09 – Lloyd Street Sewer Replacement Project	Tenders have been released for Lloyd Street Sewer Main Project. Tenders close 24 April 2025. A mandatory site inspection was held on 1 April 2025.
T-MSC2025-10 – Kuranda WTP Infrastructure Project	Awaiting quotation for design from Jacobs Group.

Betterment Fund (exceptional circumstances package)

The Betterment Fund is available to eligible local government areas in Queensland impacted by the Tropical Cyclone Jasper, associated rainfall and flooding, 13 - 28 December 2023. It is jointly funded by the Australian and Queensland Governments. The objectives of the Betterment Fund are to restore essential public assets damaged in TC Jasper to a more resilient standard.

Submissions have been lodged to QRA and are currently being reviewed.

Local Recovery and Resilience Grants (LRRG)

Local Recovery and Resilience Grants are available to eligible local councils significantly impacted by Tropical Cyclone Jasper, 13 - 28 December 2023 in Far North Queensland. Funding will help councils address economic, social and community recovery needs and support future resilience measures.

A submission has been lodged for this grant.

2025 DRFA – North and Far North Tropical Low 29 January – 28 February 2025

Event Activation

Council has been activated for QRA eligible event North and Far North Tropical Low 29 January – 28 February 2025. Council has been activated for:

- 1) Counter Disaster Operations (CDO)
- 2) Reconstruction of Essential Public Assets (REPA)

Project Management Services

The contract for project management was awarded to ARO Industries at the Council meeting of 19 March 2025. A project inception meeting has been held with the contractor.

Emergency Works

Council is currently undertaking Emergency Works throughout the Shire.

Emergency Works are to be completed within 3-months of the commencement of the event or when asset is accessible, whichever is latest. At the time of preparing this report, roads west of Chillagoe were unable to be accessed due to river heights.

Reconstruction of Essential Public Assets (REPA) Projects

Scoping of REPA associated with event is currently underway.

RISK IMPLICATIONS**Financial**

Funding arrangements state that eligible expenditure is reimbursed.

Expenditure is considered eligible when:

- 1) Extraordinary costs are incurred that could normally not be absorbed by, or reasonably managed within, the local government or state agency's financial, human and other resource capacity, and
- 2) Costs are directly associated with the delivery of eligible works on eligible essential public assets that have been damaged by an activated eligible disaster.

No ineligible cost reported for active projects. Risk of ineligible expenditure is mitigated through engagement of suitably qualified consultants.

LINK TO CORPORATE PLAN

Financial Sustainability and Governance: A financially sustainable council that applies strategic decision making and good governance to deliver cost-effective services.

Community and Culture: An informed, engaged and resilient community which supports and encourages effective partnerships to deliver better outcomes.

Transport and Infrastructure: The provision of quality infrastructure to service our growing community using sound asset management principles.

Economy and Growth: Promote and encourage investment in local industry to build a resilient economy.

**Infrastructure Services Disaster Recovery Operations
Major Projects Summary – March 2025**



2024 DRFA – Tropical cyclone Jasper, associated rainfall and flooding, 13 – 28 December 2023

T-MSC2024-10 Jarawee Road Stabilisation



Project Manager: ARO Industries Pty Ltd
Contractor: Civform Pty Ltd (design & construct)
Status: Works ongoing

Mareeba Shire Council (MSC) engaged ARO Industries Pty Ltd (ARO) for the provision of engineering design and project management services for remediation works at the culvert failure on Jarawee Road, Kuranda. The culvert was damaged as a result of the Tropical cyclone Jasper, associated rainfall and flooding, 13 – 28 December 2023 weather event.

As a result of an alternative tender, Civform was engaged for the design and construction of a reinforced concrete bridge with pedestrian lane in lieu of a culvert structure. Construction commenced September 2024 and is ongoing.

MSC was granted funding through the Queensland Reconstruction Authority (QRA) to undertake construction of the bridge.

Major updates for the month include:

- 1) Abutment A complete.
- 2) Works ongoing on Abutment B.

**Infrastructure Services Disaster Recovery Operations
Major Projects Summary – March 2025**



T-MS2023-15 Emerald End Culvert Construction



Project Manager/Designer: ARO Industries Pty Ltd/Trinity Engineering and Consulting Pty Ltd
Contractor: Terra Novus Pty Ltd
Status: Works ongoing

Mareeba Shire Council (MSC) engaged Trinity Engineering and Consulting Pty Ltd (TEC) for engineering design and ARO Industries Pty Ltd (ARO) for project management services for the construction of a RCBC structure across Cobra Creek on Emerald End Road, Mareeba. The existing crossing was damaged as a result of the Tropical Cyclone Jasper, associated rainfall and flooding, 12 – 28 December 2025 weather event.

MSC was granted funding through the Queensland Reconstruction Authority (QRA) to undertake construction of the causeway.

Terra Novus Pty Ltd is engaged to deliver the works. Construction is currently for completion April 2025.

Major updates for the month include:

- 1) Single lane traffic has been directed over the new structure and temporary bridge removed.
- 2) Half sealing works complete on new structure.
- 3) Upstream works commenced and ongoing. Rain causing delays.

**Infrastructure Services Disaster Recovery Operations
Major Projects Summary – March 2025**



T-MS2023-16 Carman Road Culvert Construction



Project Manager/Designer: ARO Industries Pty Ltd/Trinity Engineering and Consulting Pty Ltd
Contractor: Terra Novus Pty Ltd
Status: **Works ongoing**

Mareeba Shire Council (MSC) engaged Trinity Engineering and Consulting Pty Ltd (TEC) for engineering design and ARO Industries Pty Ltd (ARO) for project management services for the construction of a causeway on Carman Road. The existing crossing was damaged as a result of the Tropical Cyclone Jasper, associated rainfall and flooding, 12 – 28 December 2025 weather event.

MSC was granted funding through the Queensland Reconstruction Authority (QRA) to undertake construction of the causeway.

Terra Novus Pty Ltd is engaged to deliver the works and is scheduled to be completed June 2025.

Major updates for the month include:

- 1) Commencement of onsite works.
- 2) Construction of side track.

9.6 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES OPERATIONS REPORT - MARCH 2025

Date Prepared: 19 March 2025
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to outline Council's Fleet, Design, Soils Lab, Survey, Quality, GIS, Facilities and Investigation Services activities undertaken by Infrastructure Services during the month of March 2025.

RECOMMENDATION

That Council receives the Infrastructure Services, Technical Services Operations Report for March 2025.

BACKGROUND**Technical Services**Design, quality, and investigations:

Investigation activities undertaken in March included:

Activity	Current Requests	Closed Requests
Road Infrastructure Review	99	33
Drainage Investigations	55	12
NHVR Permit Applications	1	18
Traffic Count Surveys	0	7
Parks Investigations	5	2
Aerodromes	1	0
Miscellaneous e.g. Planning; Local Laws	33	22
Before You Dig Requests	0	69

Soil Laboratory:

Council's Soil Laboratory provides NATA-accredited soil and material testing for internal and external services. The laboratory delivered 190 tests in March, with the majority being for external clients.

GIS:

Ongoing improvements to GIS data associated with water, sewerage, roads, underground stormwater, and kerbs asset data sets continues, as information is received from other areas of Council.

There was a particular focus towards the stormwater asset class this month, to assist with financial audits.

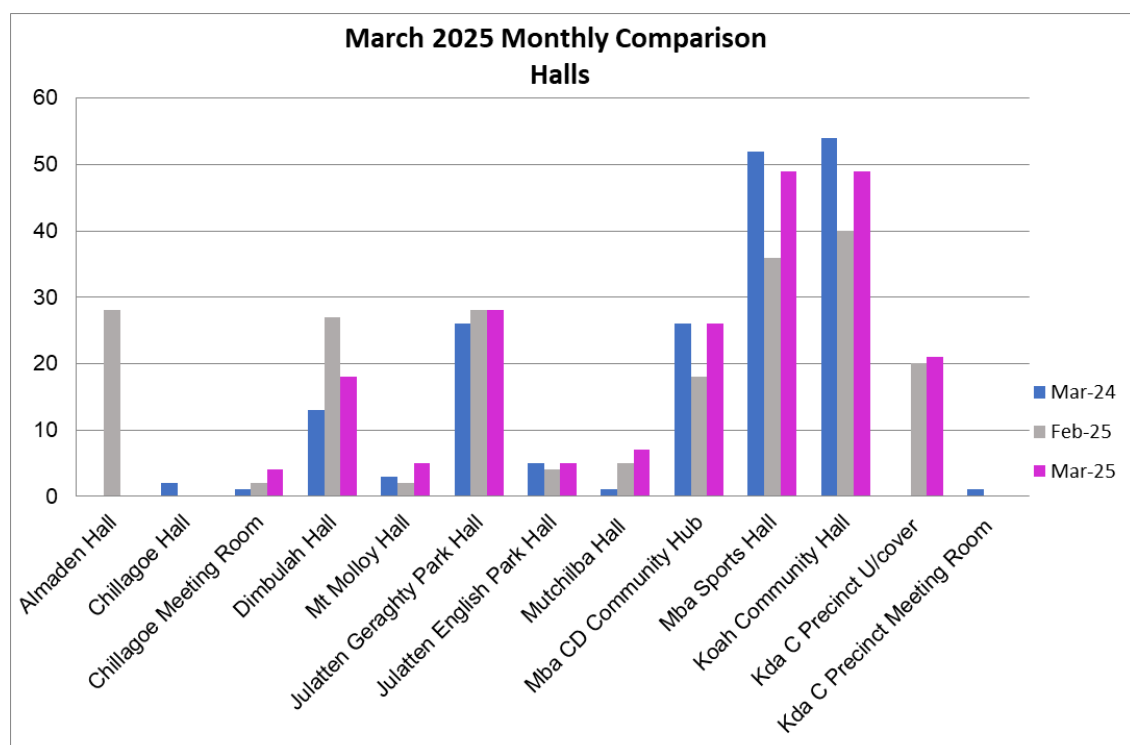
Operational Works and Subdivisions:

To ensure ongoing compliance with development conditions, both during construction and on-maintenance, Council undertakes routine inspection and monitoring of sites. The following developments remain current:

Locality	Subdivisions Name	Status
Kuranda	Jum Rum Rainforest Estate Stage 1, Fallon Road	On-maintenance
Mareeba	Emerald End Road and Country Road – Stage 3	On-maintenance
Mareeba	Emerald End Road and Country Road – Stage 4	Under construction
Mareeba	The Rise: Catherine Atherton Dr – Stage 3 (Drainage)	On-maintenance
Mareeba	Amaroo Stage 13a (Drainage)	On-maintenance
Mareeba	Amaroo Stage 13b	Under construction
Mareeba	Prestige Gardens Stage 5-6	On-Maintenance
Mareeba	Mareeba Roadhouse and Accommodation Park, Williams Close	On-Maintenance - Monitoring
Mareeba	7 Kenneally Road	On-Maintenance
Mareeba	9 Kenneally Road	Under construction
Mareeba	Mclver Road, St Stephens College	Under Construction
Kuranda	2-6 Black Mountain Road	Under Construction
Kuranda	Jum Rum Rainforest Estate Stage 2, Fallon Road	Under construction
Kuranda	Myola Heights – Christensen Road	On-Maintenance

Facilities

Maintaining safe and efficient access to Council's Community Halls is recognised as an important aspect for the community's ongoing wellbeing. Bookings for March were generally strong across the region and reflected previous years trends for the month.



Geraghty Park Tennis Courts, Julatten	Courts have been cleaned by the Parks and Open Space team. Additionally, the Dimbulah Tennis Courts and Vains Park Tennis Courts are scheduled for cleaning in the coming month.
Kuranda Community Precinct	The roof over the walkway connecting the large shelter to the public amenities has been removed and replaced.
Chillagoe Golf & Tennis Courts – Public Toilets	Gates have been installed at the restrooms to minimise the potential for damage, the toilets remain open to the public.



Geraghty Park Tennis Courts – cleaning



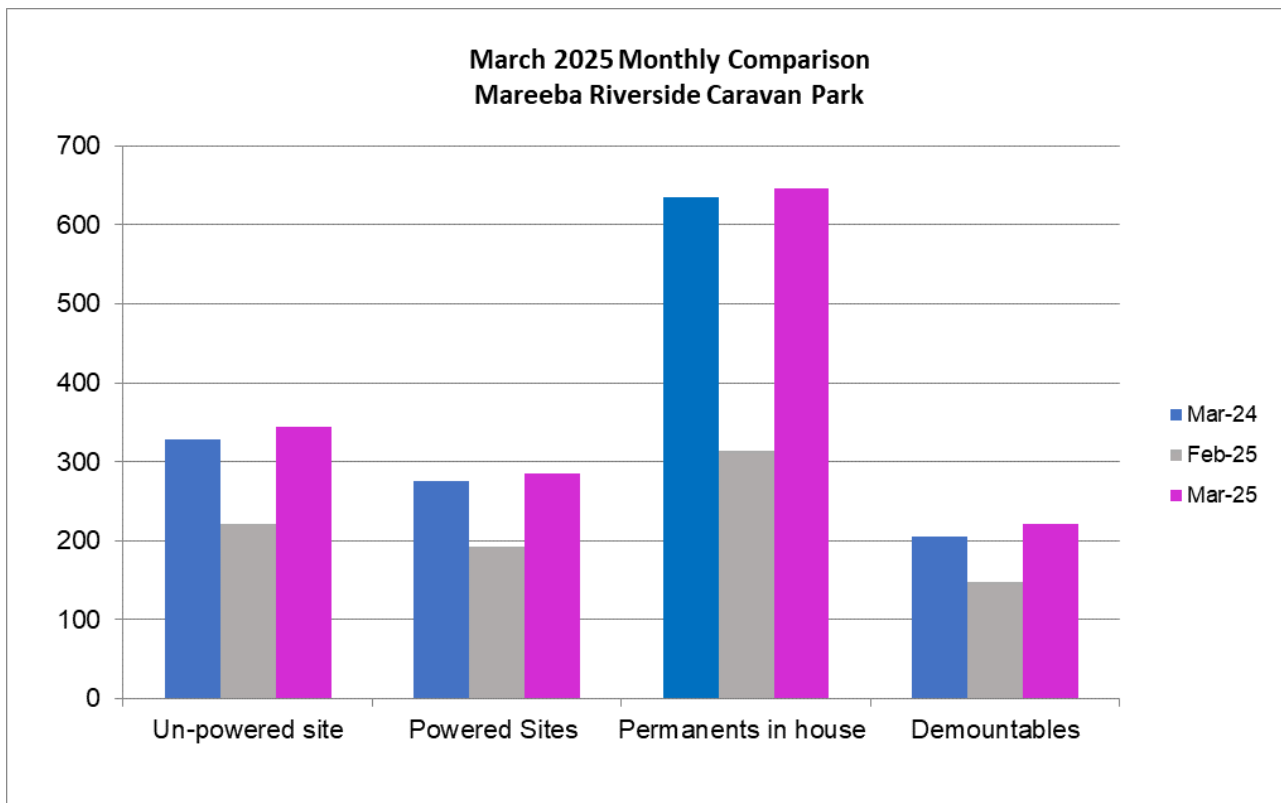
Chillagoe Golf & Tennis Courts – Public Toilets – Installed gates



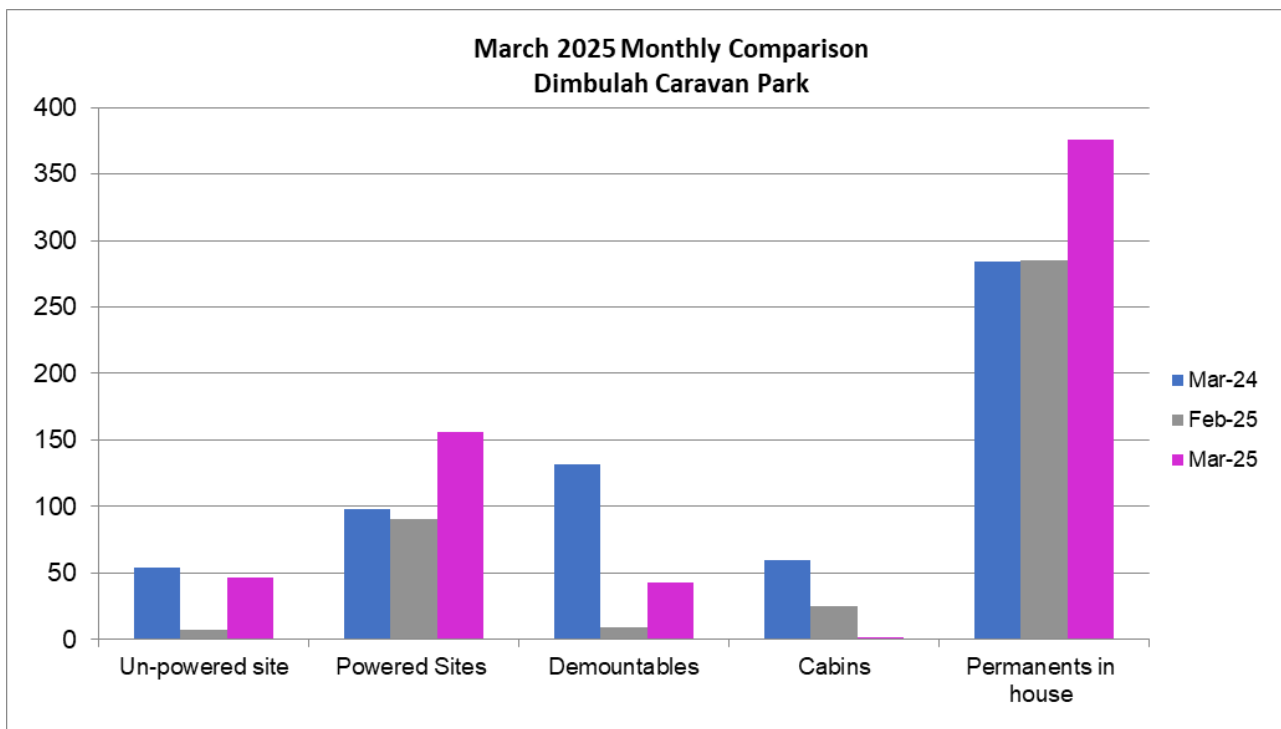
Kuranda Community Precinct – Roof replacement

Caravan Parks:

Mareeba Riverside Caravan Park, utilisation for March 2025 returned to normal levels after a decrease in February 2025.

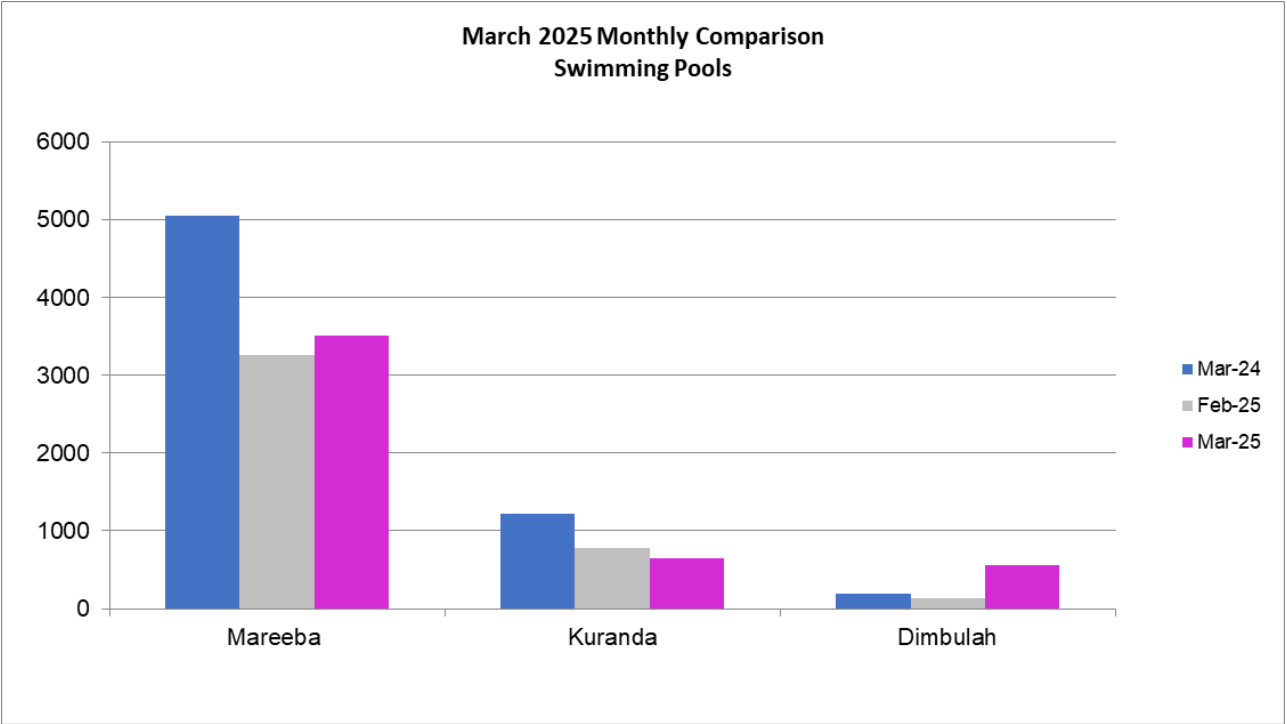


Dimbulah Caravan Park overall user numbers have generally remained stable against previous year's numbers.



Aquatic Centres

Attendance at the Facilities has remained generally stable.



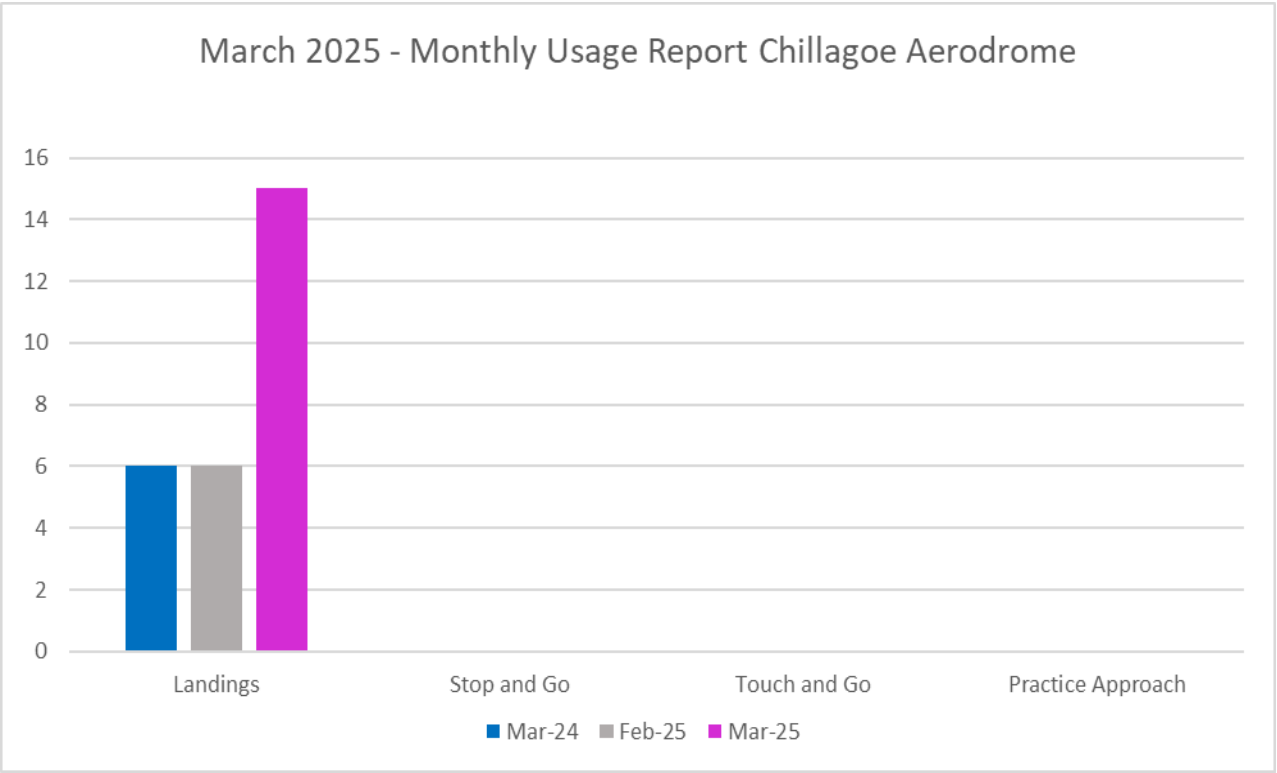
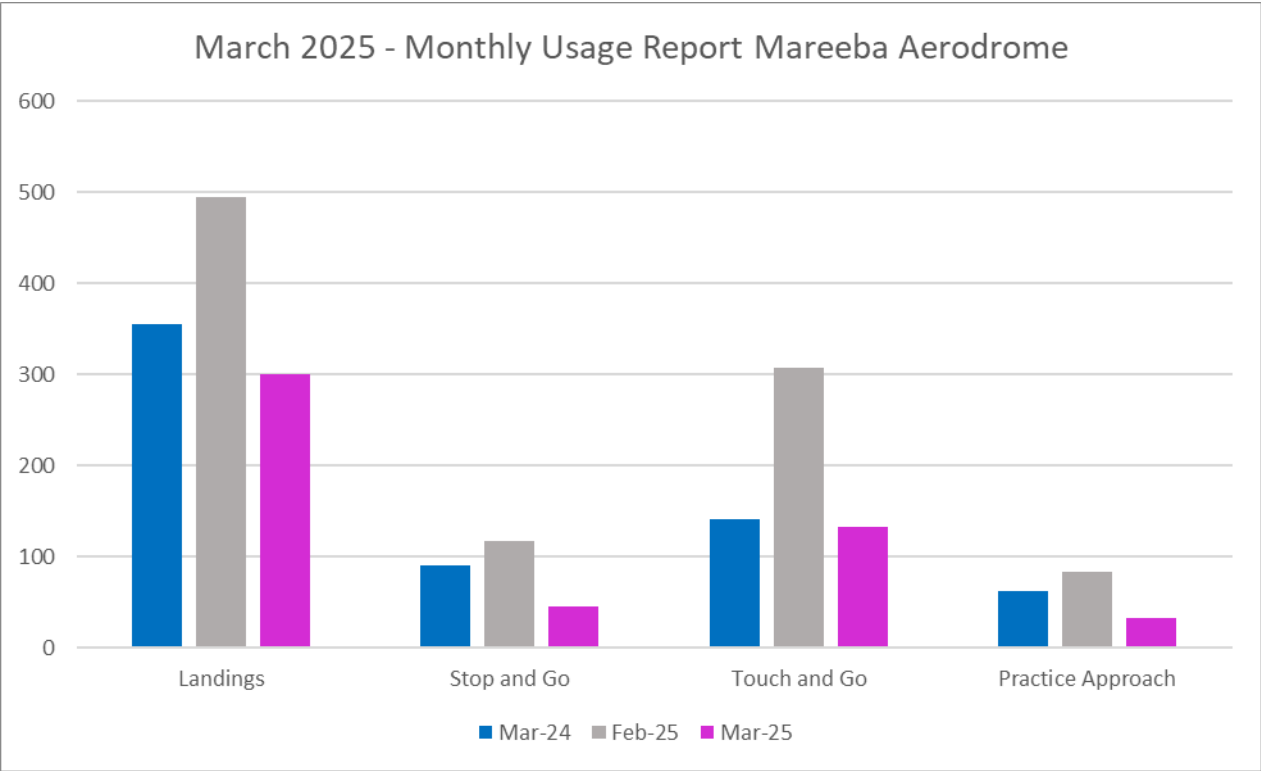
Mareeba Aquatic Centre	The previously installed heavy gates at the entrance have been replaced with new Aluminium gates.
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Mareeba Aquatic Centre - gates

Aerodromes:

The data recorded below is current for the month of March, however there is usually a lag of some data for each current month from the service provider, which continues to be updated into the next month.



Mareeba Aerodrome	The business signs have been cleaned and minor maintenance completed.
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	Fire pumps have been successfully commissioned and maintenance audit of the system undertaken.
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Mareeba Aerodrome – business signage

LINK TO CORPORATE PLAN

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Community and Culture: An informed, engaged and resilient community which supports and encourages effective partnerships to deliver better outcomes.

Transport and Infrastructure: The provision of quality infrastructure to service our growing community using sound asset management principles.

Economy and Growth: Promote and encourage investment in local industry to build a resilient economy.

IMPLEMENTATION/COMMUNICATION

Nil

9.7 PRIVATE ACCESS - 1-3 KELLY STREET, BIBOOHRA

Date Prepared: 26 March 2025
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

At its General Meeting 4 April 2006, Council resolved to install a driveway access for a resident at Kelly Street, Biboohra on the condition that the resident supplied the culverts. Since the approval was given nearly 20 years ago the resident has not supplied the culverts and hence the works have not been completed. The purpose of the Report is to rescind the original decision given the timeframe and the change in circumstances and cost to the community at large.

RECOMMENDATION

That Council rescind the following resolution made 4 April 2006 at its General Meeting:

"Council advise Mr Alan Gibb that if he purchases the culverts Council will install them at the access to his property off Kelly Street, Biboohra."

BACKGROUND

Prior to October 2005, in response to resident requests, Council undertook a drainage improvement project on Kelly Street, Biboohra. As part of the drainage works, Council undertook the reconstruction of all impacted existing driveways to align with the new drain dimensions. As no constructed access was present at the time of works, no driveway was constructed to the subject property at 3 Kelly Street, Biboohra. Lot 3 is amalgamated with Lot 1 for rating purposes and is a vacant block.

Following completion of the project, the property owner approached Council seeking the establishment of a driveway into the property at Council's expense.

Council resolution was made 4 April 2006 at its General Meeting of Council, being that;

"Council advise Mr Alan Gibb that if he purchases the culverts Council will install them at the access to his property off Kelly Street, Biboohra."

At time of resolution, it was estimated that the potential cost for the work was \$1,500.

Although the property owner has subsequently approached Council on occasion, however has not confirmed the location for the driveway, or supplied the culverts.

Due to the extended time that has elapsed since the matter was first presented, and the requirement for Council to undertake the work to current FNQROC standards, the cost to ratepayers for this driveway would now be in the order of \$15,000.

RISK IMPLICATIONS**Infrastructure and Assets**

Typically, construction and maintenance of driveways remains the responsibility of individual landowners. Council does not normally construct or upgrade private infrastructure, except where

required when undertaking road or drainage projects that directly impact existing property accesses.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

The Council resolution of 4 April 2006 would need to be rescinded if Council does not wish to construct the subject driveway.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

There is no budget allocated for this work.

LINK TO CORPORATE PLAN

Financial Sustainability and Governance: A financially sustainable council that applies strategic decision making and good governance to deliver cost-effective services.

Transport and Infrastructure: The provision of quality infrastructure to service our growing community using sound asset management principles.

IMPLEMENTATION/COMMUNICATION

Resident to be notified of the outcome of report.

9.8 INFRASTRUCTURE SERVICES, WATER AND WASTE OPERATIONS REPORT - MARCH 2025

Date Prepared: 19 March 2025
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to summarise Council's Water and Waste activities undertaken by the Infrastructure Services Department during the month of March 2025.

RECOMMENDATION

That Council receives the Infrastructure Services, Water and Waste Operations Report for March 2025.

BACKGROUND**Water and Wastewater Treatment:**

All treatment plants are generally performing satisfactorily. Interim measures are in place to address damage to Kuranda Water Treatment Plant intake infrastructure which resulted from Cyclone Jasper and ongoing rain.

Connections have been updated with information provided by the Rates Section to correspond with annual KPI reporting.

Water Treatment	Mareeba	Kuranda	Chillagoe	Dimbulah	Mt Molloy*
Water Plant average daily production (kL)	6520	991	188	357	MD
Number of Connections	4141	1053	127	246	111
Average daily water consumption per connection (L)	1574	941	1481	1450	MD

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

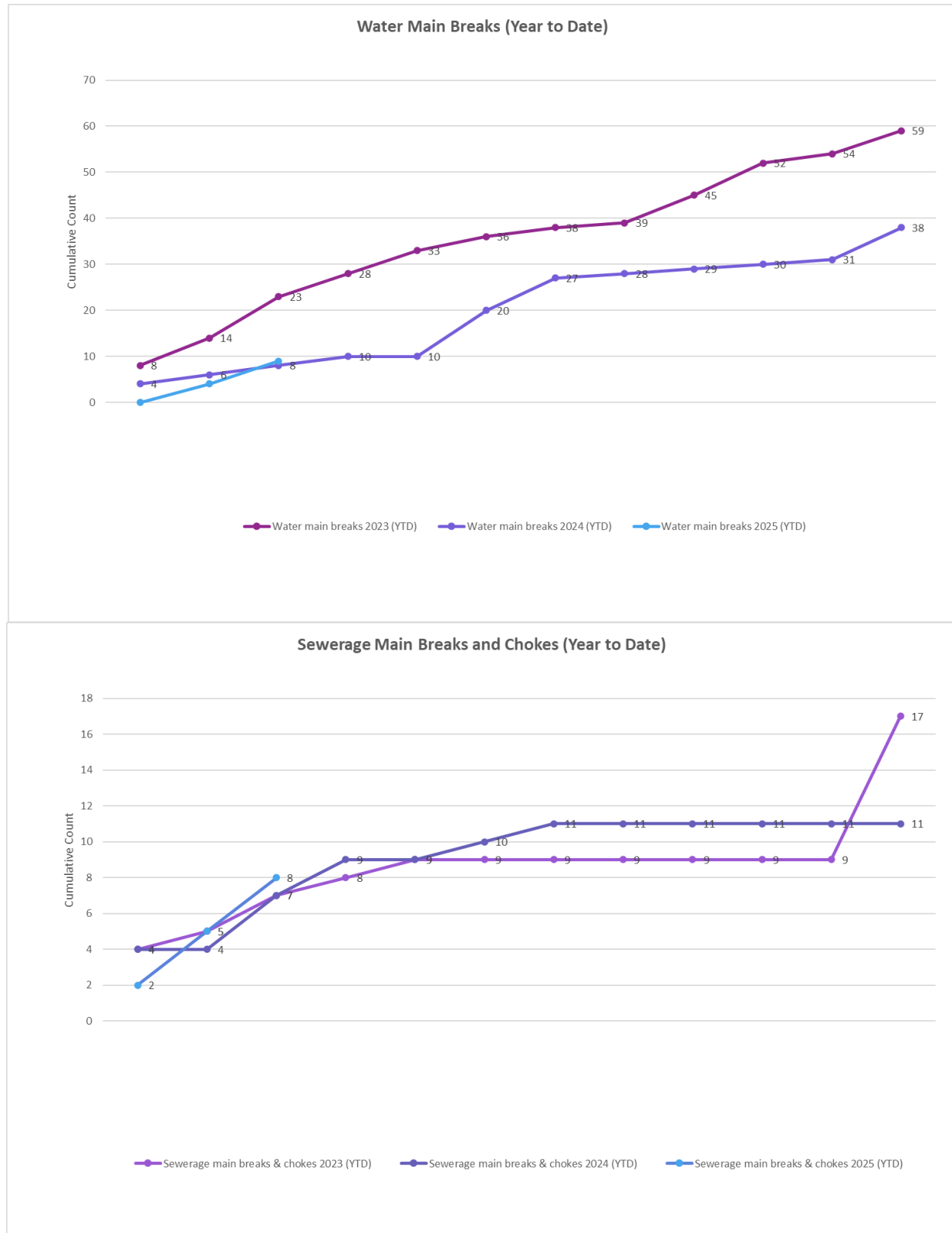
Wastewater Treatment	Mareeba	Kuranda
Wastewater Plant average daily treatment (kL)	3408	261
Number of Connections	3519	356
Average daily inflow per connection (L)	968	734

Water and Wastewater Reticulation:

Council's water reticulation crew attended one (1) water main breaks and one (1) sewer main breaks/chokes this month, and average response times were within targets set out in Council's customer service standard for water services.

The temporary solution to address the blockage of the Lloyd Street sewer in Mareeba continues to operate to mitigate wastewater discharges to the Barron River. Tender has been issued for the project works on a long-term solution. The various regulators are satisfied with Council's response to the incident which is now closed out and they have advised that no regulatory action against Council will be taken.

Monthly statistics are shown on the water reticulation main breaks and sewerage main breaks and chokes:



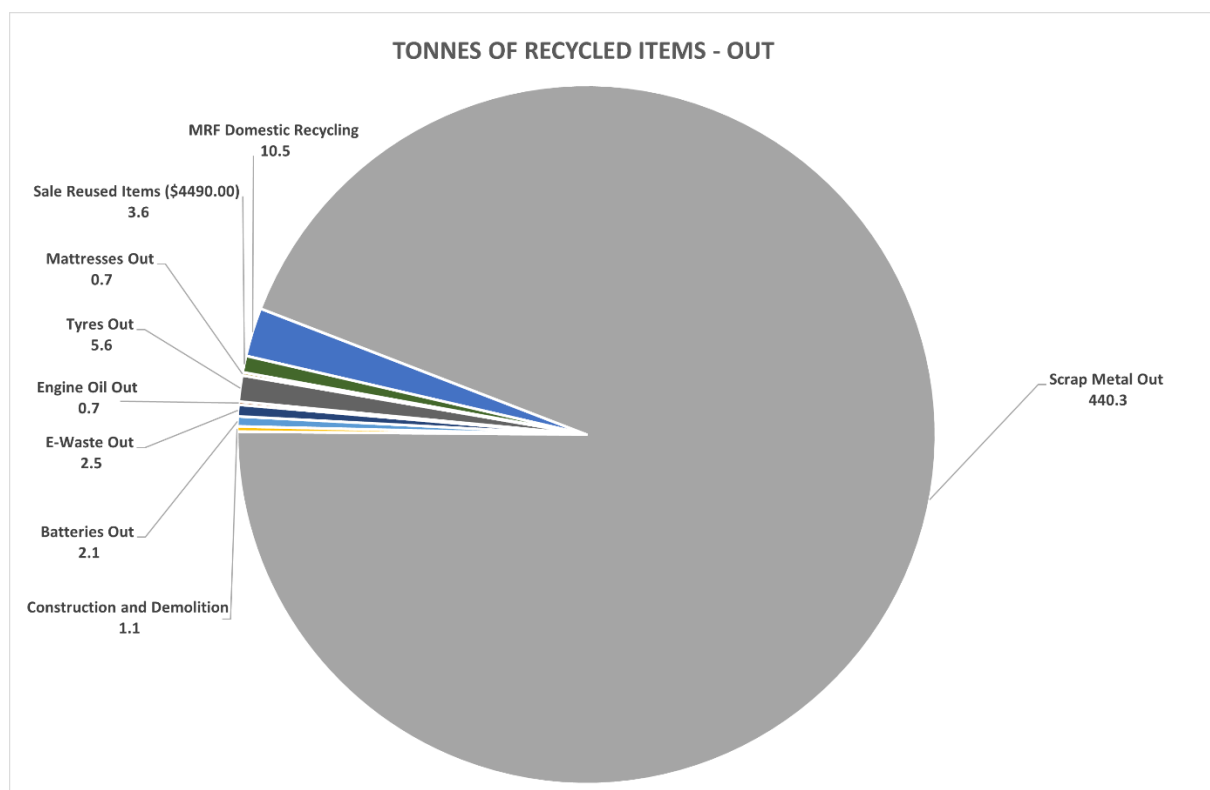
Waste Operations:

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

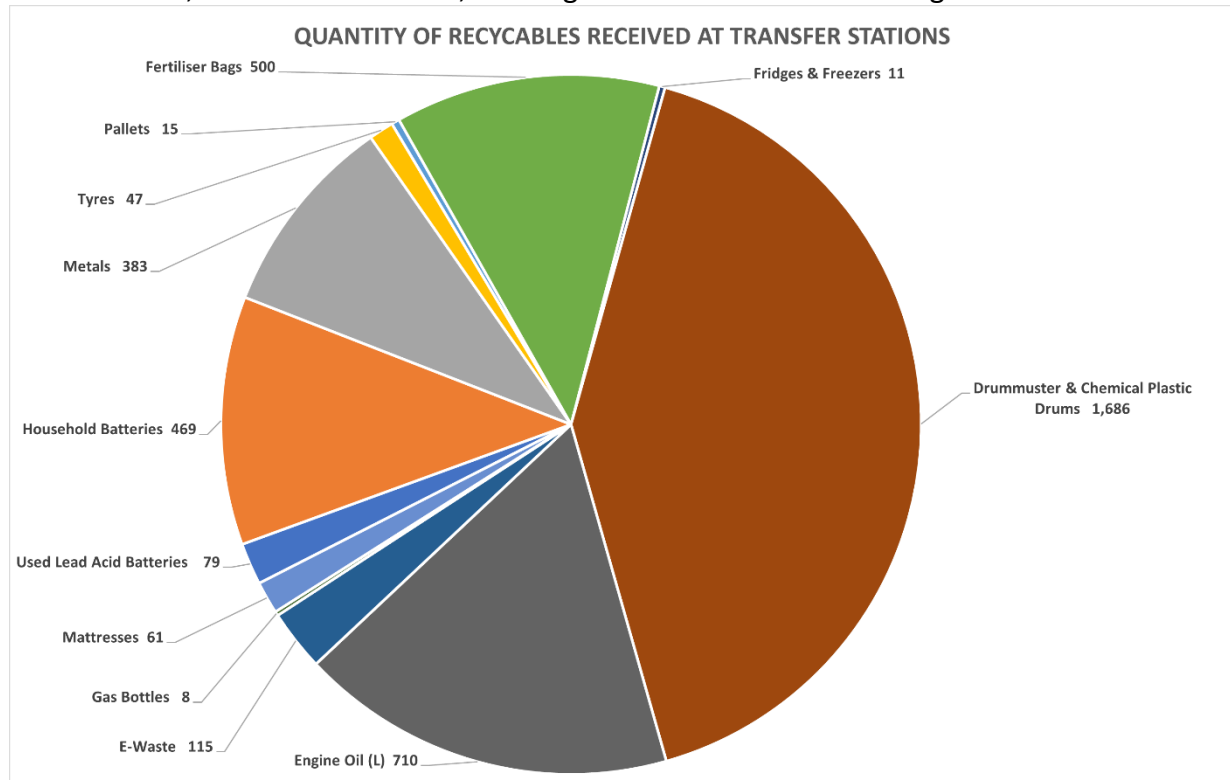
On 23 January 2025 a fire started on the tipping floor of the ARRF in Cairns, resulting in Veolia being unable to process waste material in accordance with contract 1396.

During March all waste collected in kerbside trucks has been transported directly to Springmount Waste Facility rather than being sent down to Cairns for processing. A long-term arrangement is currently being negotiated.

During March, no waste was processed through the ARRF, 699.65 tonnes of waste was sent to Springmount Waste Facility and 10.5 tonnes of domestic items were recycled at the MRF.

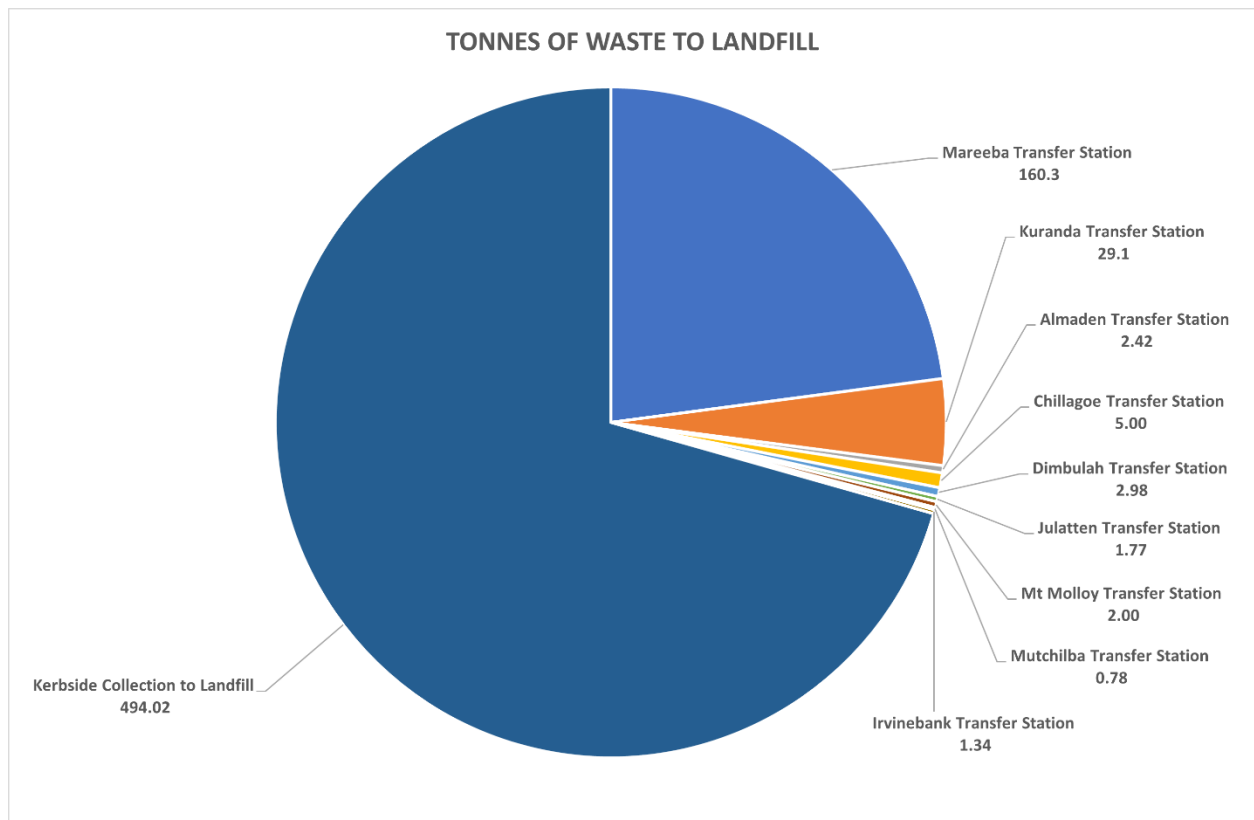
**Recycling**

Residents continue to recycle at the Transfer Stations. During March the highest count of recyclable received were 1,686 Chemical drums, 612 Engine oil and 500 Fertiliser bags.



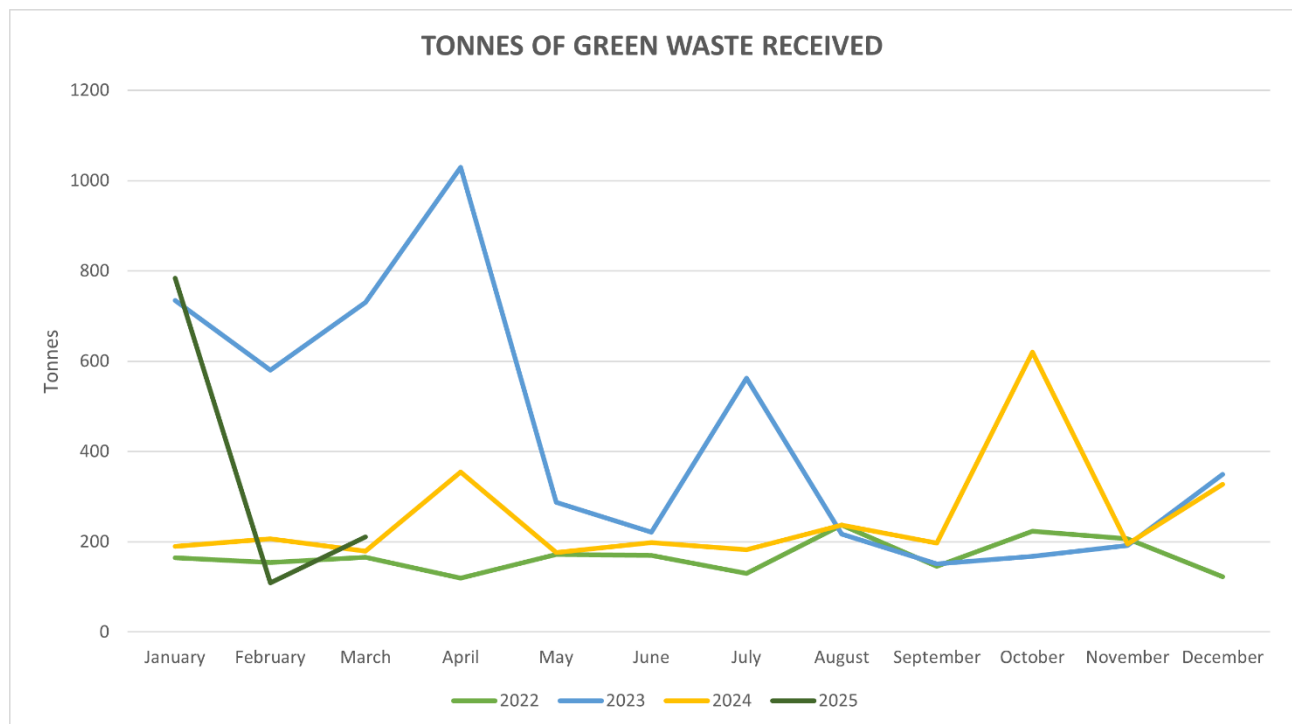
Kerbside Collection Waste and Transfer Station Waste

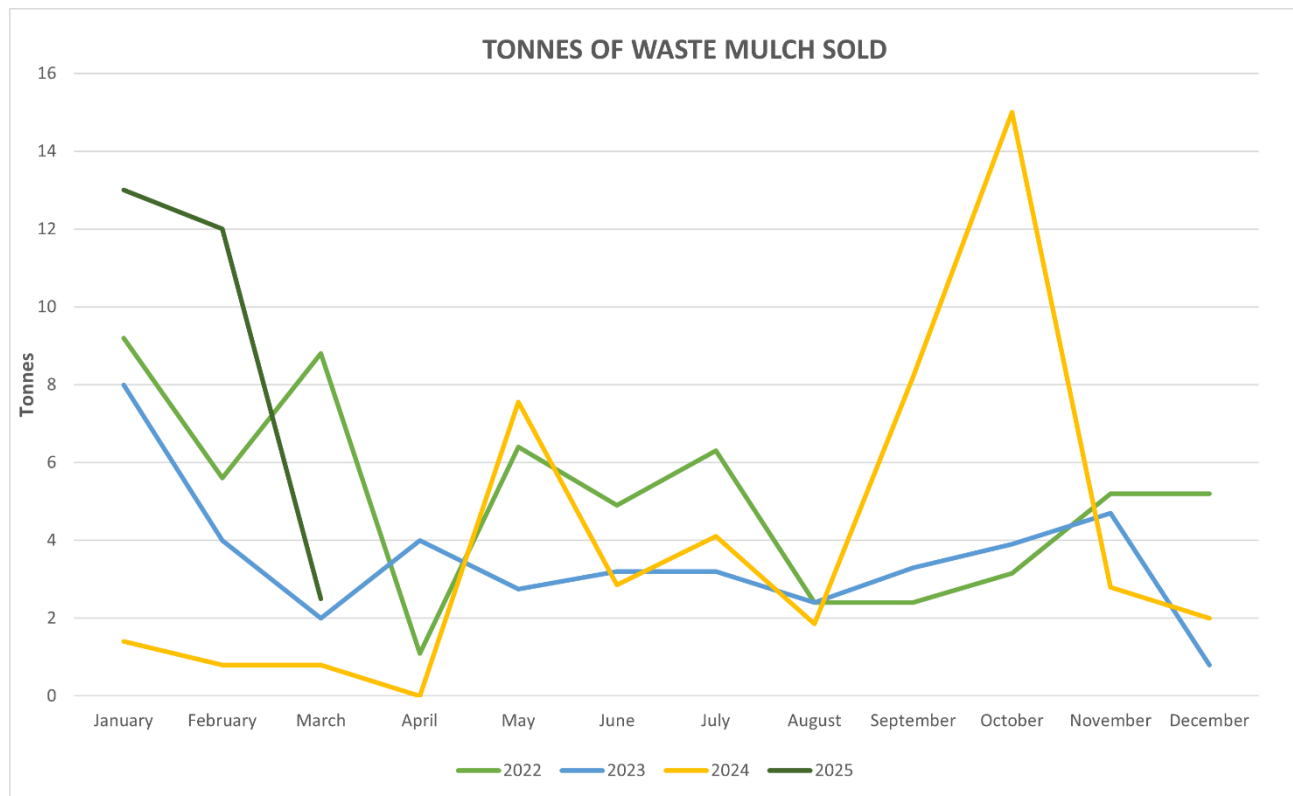
Kerbside collection waste and Transfer Station dry waste is transported off site to the Springmount Waste Facility. During March a total of 699.65 tonnes of waste was sent to landfill from transfer station dry waste and kerbside collection waste. Kerbside collection contributed 494.02 tonnes to landfill, Mareeba Transfer Station contributed to 160.3 tonnes, and Kuranda 29.1 tonnes.



Green Waste:

During March, Council received a total of 210.58 tonnes of green waste. 2.5 tonnes of mulch was sold. Kuranda recorded 9 tonnes of green waste from locations registered as being potentially contaminated with Electric Ants.





RISK IMPLICATIONS

Environmental

Council holds an Environmental Authority issued under the *Environmental Protection Act 1994* to operate landfill facilities.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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Economy and Growth: Promote and encourage investment in local industry to build a resilient economy.

IMPLEMENTATION/COMMUNICATION

Nil

9.9 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - MARCH 2025**Date Prepared:** 19 March 2025**Author:** Manager Works**Attachments:** Nil**EXECUTIVE SUMMARY**

The purpose of this report is to summarise Council's Transport Infrastructure, Parks and Open Spaces, TMR Routine Maintenance Performance Contract (RMPC) and Land Protection operational activities undertaken by Infrastructure Services during the month of March 2025.

RECOMMENDATION

That Council receives the Infrastructure Services, Works Progress Report for the month of March 2025.

BACKGROUND

A summary of works completed in March 2025 is provided below.

Transport InfrastructureGeneral Maintenance

The major maintenance activities carried out in March are listed below;

Activity	Location
Unsealed Road Grading	Black Mountain Road, LA Road, Mona Mona Road, Armstrong Road, Mt Mulligan Road, Ootann Road
Bitumen Patching	Kuranda, Mareeba, Bilwon, Mutchilba, Myola, Chewko, Arriga, Julatten, Koah, Oak Forest, Speewah, Dimbulah
Drainage Maintenance	Black Mountain Road, Top Eureka Road, Mary Jane Drive, Pinnacle Road
Tree Clearing	Speewah, Kuranda, Mt Molloy, Julatten, Koah
Herbicide Spraying	Kuranda, Speewah, Koah
Slashing	Dimbulah, Mutchilba, Koah, Speewah, Julatten, Mt Molloy, Springmount, Tinaroo Creek Road area
Road Signage	Dimbulah, Mutchilba, Mareeba, Koah, Speewah, Kuranda
Footpath Repairs	Peters Street, Constance Street, Strattmann Street
Illegal Dumping	Sandy Creek, Dimbulah

Customer Requests

During March, the Works Group received 228 Customer Requests (CRs) with 226 resolved (resolved requests include those received prior to March 2025). The table below shows the number of requests lodged per Works Section for the month.

Month	Roads	Parks and Gardens	Pest Management
March	148	66	14

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

Emergent Works

Mareeba Shire Council received advice from the Queensland Reconstruction Authority (QRA) that Disaster Recovery Funding Arrangements (DRFA) has been activated for the North and Far North Tropical Low 29 January – 28 February 2025 event.

The Works Group has commenced emergency repairs on affected roads throughout the Shire.

Activity	Location
Repairs to Scours, Boggy Sections, Washouts and Drainage Works	Hodzic Road, McGrath Road, Black Mountain Road Kuranda, Scrub Street, Barron Street, Cedar Park Road, Wright Road, Mt Mulligan Road, Thornbrough-Kingsbrough Road, Ootann Road, Hales Siding Road, Bischoff Mill Road, Walsh River Road, Pedersen Road, Mont Albion Road, James Street, Alice Street, Rubina Terrace, Shiffron Road, Jessie Street, Metzger Road.
Pothole Patching (Areas)	Mareeba, Bibbohra, Mutchilba, Dimbulah, Kuranda, Koah, Speewah, Julatten, Mt Molloy, Watsonville

TMR Routine Maintenance Performance Contract (RMPC)

32A - Kennedy Highway (Cairns - Mareeba)

- Rest Area Servicing at Edmund Kennedy Bridge
- Boom slashing approaches at Edmund Kennedy Bridge
- Tree trim branches obscuring visibility of large sign at Kenneally Road Intersection

34A - Mulligan Highway (Mareeba – Mt Molloy)

- Cut and poison suckers/regrowth in cuttings along full length of road
- Rural slashing 2 cut width - Brady Road to River Road, Bibbohra
- Pothole patching at various locations

34B - Mulligan Highway (Mt Molloy – Lakeland)

- Rest area servicing at Rifle Creek
- Roadside litter collection at Rifle Creek and Mt Carbine Truck Stop
- Cut and poison suckers/regrowth in cuttings along length of road
- Install new 1 meter flood marker on RHS at Luster Creek
- Check with laser level all flood markers at McLeod River Bridge for accuracy in depth readings
- Pothole patching at various locations
- Install remainder of signs as per 2024 Sign Replacement Project
- Edge repair/widening to eliminate vehicles dropping off the minimum width seal from Desailly Creek to Mt Molloy
- Repair/replace guide markers full length of road, as required
- Emergent Works Event 25J - Clearing landslip at Reedy St George bridge

653 - Mossman-Mt Molloy Road

- Rest Area Servicing at Hunter Creek
- Roadside litter collection at Hunter Creek, Environ Park and Lyons Park
- Callout to remove fallen trees on Rex Range
- Trim overhanging branches encroaching edge of bitumen from Sides Road intersection to Mt Molloy intersection
- Check with laser level all flood markers at Bushy Creek Bridge for accuracy in depth readings
- Erect road closure signage at Bushy Creek due to flooding and clear debris once water recedes
- Pothole patching at various locations

664 - Mareeba-Dimbulah Road

- Cleaning of drains with backhoe to prevent water over road causing a hazard
- Pothole patching at various locations
- Tree trim overhanging branches obscuring the visibility of sign on LHS - Top of Great Dividing Range Elevation 527m
- Replace 1 x Side Road Junction (W2-4B Right) at eastern side of Arriga Road turnoff
- Install Truck (symbol) sign at Ch 17.330 RHS that was damaged by a vehicle

6632 - Herberton-Petford Road

- Light Formation grade Watsonville to Irvinebank

89B - Burke Developmental Road (BDR)

- Eureka Creek Rest Area Servicing and ground maintenance
- Remove HEH Project signs
- Emergent Works Event 25J - Taking photos of Emergent works to be completed and completed works

Parks and Open Spaces

Description	Comment
Mowing	Mareeba, Dimbulah, Kuranda, Mt Molloy/Julatten, and Chillagoe mowing is on schedule, mowing every 10 – 12 days as planned.
Playing fields mowing	Davies 1x weekly at 50mm, Borzi 1x week at 25mm, Firth 1x weekly at 32mm.
General maintenance	Herbicide spraying has been done weekly on the areas mowed the week before as the weather permits.
Gurney Crew	Cleaning in the morning for 3 hours, pressure cleaning done at Julatten Tennis Court, and footpath in front of Julatten School.
Playgrounds	Junior swing seat replaced at Mary Andrews; fence screws replaced at 100 Park Liberty swing.
Slashing	Full cycle of slashing complete returning to the Barron River Esplanade.
Burials	Mareeba Cemetery <ul style="list-style-type: none"> • Three (3) in-ground interments in Lawn Plaque on Beam • Three (3) Mausoleum Wall interments

Description	Comment
	<ul style="list-style-type: none"> Two (2) in ground interments in Headstone on Beam. Dimbulah Cemetery <ul style="list-style-type: none"> One (1) Mausoleum Wall interment Chillagoe Cemetery <ul style="list-style-type: none"> One (1) in-ground Full Grave Slab.
LOA	LOA prisoners at the Mareeba Cemetery and Pioneer Cemetery
Fire Management	Herbicide fire breaks at Chillagoe Transfer Station, Contractor Mulching along Barron Esplanade for fire breaks.

Land Protection

Parthenium Weed: Inspections carried out on all sites. All landholders are complying with their biosecurity obligation.

Amazon Frogbit: Sentinel site surveys carried out along Two Mile Creek in the Mitchell River catchment. No frogbit detected. Frogbit foliar sprayed in the Mareeba Lakes, Olive Hymenachne and Para Grass also treated to allow for follow up treatment next month.

TMR works: Giant rats tail grass - Boom spray on TMR roadside Mareeba to Dimbulah and Kennedy Highway Mareeba to TRC boundary using selective herbicide Flupropanate.

Giant rats tail Grass: Council roadside boom spraying on council-controlled roads between Mareeba and Dimbulah using selective herbicide Flupropanate.

Feral Pigs: Total of 14 pigs trapped in Mt Molloy and Koah areas.

Wild dogs: Several landholders in peri urban area of Mareeba have reported wild dogs attacking poultry and domestic dogs where baiting is not a control option, motion activated cameras set to monitor dog movements. Monitoring is ongoing.

Pest management advisory committee (PMAC): Council held the first PMAC meeting for the year at Mareeba Library. Minutes are being tabled under a separate report.



Pig damage done overnight in residents back yard



Giant rats tail grass Arriga

FINANCIAL AND RESOURCE IMPLICATIONS

Operating

All operational works are funded by the section specific 2024/25 maintenance budgets.

LINK TO CORPORATE PLAN

Financial Sustainability and Governance: A financially sustainable council that applies strategic decision making and good governance to deliver cost-effective services.

Community and Culture: An informed, engaged and resilient community which supports and encourages effective partnerships to deliver better outcomes.

Transport and Infrastructure: The provision of quality infrastructure to service our growing community using sound asset management principles.

Liveability and Environment: Improve the liveability of the Shire by enhancing amenity and valuing natural assets.

Economy and Growth: Promote and encourage investment in local industry to build a resilient economy.

IMPLEMENTATION/COMMUNICATION

Nil

10 CONFIDENTIAL REPORTS

Nil

11 BUSINESS WITHOUT NOTICE

12 NEXT MEETING OF COUNCIL

13 FOR INFORMATION

13.1 AUDIT COMMITTEE MEETING MINUTES

Date Prepared: 13 March 2025

Author: Executive Support Officer

Attachments:

1. Audit Committee Meeting Minutes March 2025 [↓](#)
2. Audit Committee Meeting Minutes October 2024 [↓](#)
3. Audit Committee Meeting Minutes August 2024 [↓](#)

EXECUTIVE SUMMARY

Please see the following Minutes of the Audit Committee Meetings held:

14 August 2024

1 October 2024

12 March 2025



AGENDA

Wednesday, 12 March 2025

Audit Committee Meeting

I hereby give notice that an Audit Committee Meeting will be held on:

Date: Wednesday, 12 March 2025

Time: 10:00am

Location: Council Chambers

Peter Franks
Chief Executive Officer

Order Of Business

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Audit Committee Meeting Agenda

12 March 2025

- 1 MEMBERS IN ATTENDANCE**
- 2 OFFICERS IN ATTENDANCE**
- 3 APOLOGIES**
- 4 DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST BY AUDIT COMMITTEE AND OBSERVERS**
- 5 CONFIRMATION OF MINUTES**

Audit Committee Meeting - 1 October 2024

6 FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL

6.1 FINANCIAL STATEMENTS PERIOD ENDING 31 JANUARY 2025

Date Prepared: 13 February 2025

Author: Manager Finance

Attachments: 1. Budgeted Income Statement by Fund 2024/25 Budget [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to provide Audit Committee with an overview of financial matters for the period 1 July 2024 to 31 January 2025.

RECOMMENDATION

That the Audit Committee note the Financial Report for the period ending 31 January 2025.

BACKGROUND

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

For the period ending 31 January 2025, the actual results are in line with the year-to-date budget. There are no issues or concerns to discuss or highlight at this stage, any variances at this stage are due to budget allocation timing issues.

The budgeted figures reflect the 2024/25 Budget as adopted by Council at the 17 July 2024 meeting.

<i>January 2025 – Snapshot</i>	Actuals YTD	Budget YTD
Council Operating Income	\$ 35,476,694	32,727,833
Council Operating Expenditure	\$ 31,174,321	30,398,433
Council Operating Surplus/(Deficit)	\$ 4,302,373	2,329,400
Disaster Recovery Funding Arrangement - deficit	\$ (3,554,775)	-
Total Operating Surplus/(Deficit)	\$ 747,598	2,329,400
Total Capital Income	\$ 11,149,200	4,816,335
Net Result - Surplus/(Deficit)	\$ 11,896,798	7,145,735

While Disaster Recovery Funding Arrangements (DRFA) generally has a net-zero impact on Council's finances, there are timing differences when the expenditure is incurred and income received, even between years. The budget also does not include any provision for DRFA.

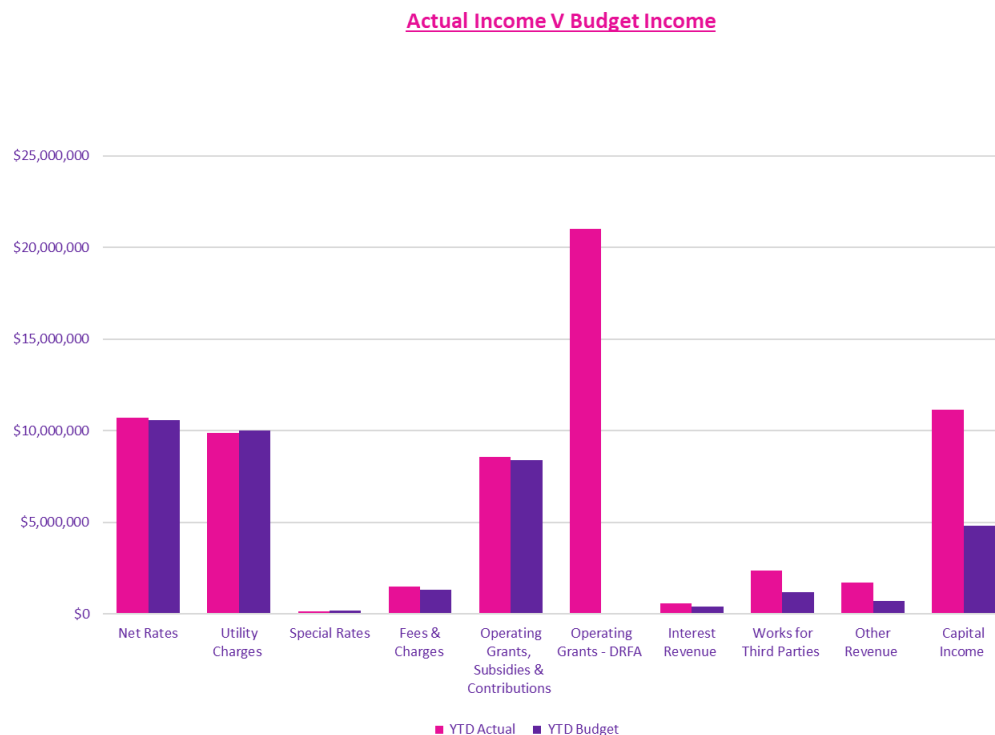
Audit Committee Meeting Agenda

12 March 2025

Income Analysis

Total income (inclusive of capital income of \$11,149,200) for the period ending 31 January 2025 is \$67,622,255 compared to the YTD budget of \$37,544,168.

The graph below shows actual income against budget for the period ending 31 January 2025.



	Actual YTD	Budget YTD	Note
Net Rates	10,701,528	10,558,500	1
Utility Charges	9,897,762	10,004,791	1
Special Rates and Charges	156,185	160,738	1
Fees and Charges	1,497,580	1,301,199	2
Operating Grants, Subsidies and Contributions	8,568,305	8,394,833	
Operating Grants, Subsidies - DRFA	20,996,361	-	3
Interest Received	585,857	395,500	
Works for Third Parties	2,374,589	1,207,500	4
Other Revenue	1,694,888	704,772	5

Audit Committee Meeting Agenda

12 March 2025

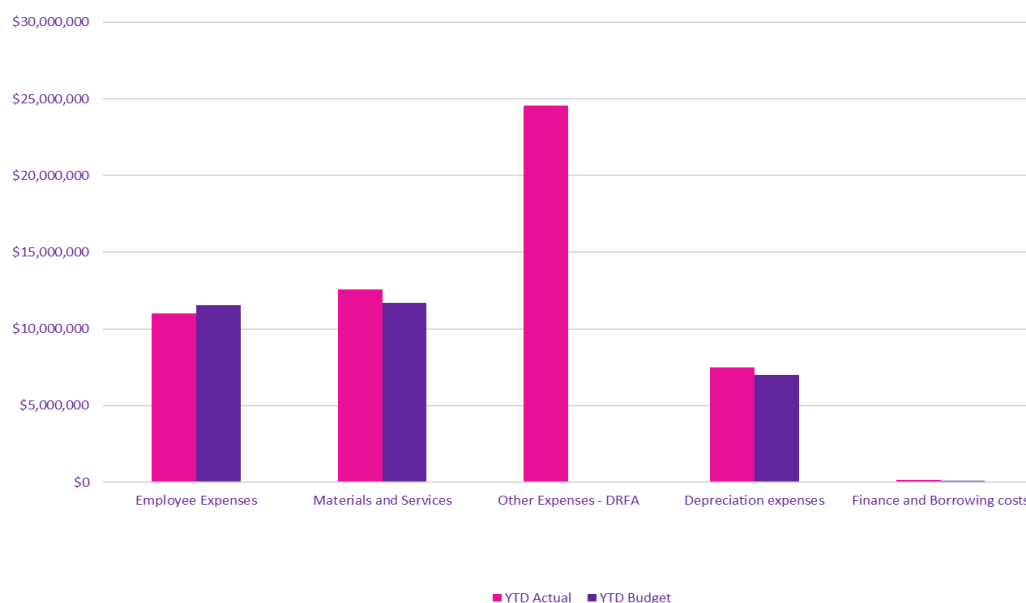
Capital Income	11,149,200	4,816,335	6
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Notes:

1. Rates for the half year ending 31 December 2024 were levied in August. The Rates Notices for the period ending 30 June 2025 will be issued on 21 February 2025 (actually posted out on 14 February) with a discount due date being 28 March 2025.
2. Revenue from Local Laws and building and plumbing applications are trending higher than budget. Income from cemeteries is tracking just below budget.
3. The favourable variance for DRFA restoration works arises as this revenue is not budgeted for. An expenditure offset will occur against this revenue.
4. Favourable result due to third party works not budgeted for as well as Road Maintenance Performance Contract (RMPC) income received. RMPC income budget is allocated equally over 12-month period, however actual income (reported) is not following the same trend. This will be the same for expenditure. These results will equalise with the budget by 30 June.
5. Annual invoices have been raised for some rent and leases. Whilst the variation is currently favourable, the annual rental is not anticipated to exceed the annual budget. To date, five (5) lots have been sold at the Mareeba Industrial Park, generating a gross value of \$747k.
6. Capital income represents interest on constrained works, capital grants, fleet capital insurance recoveries and developer contributions received. The majority of capital grants have been received from;
 - The Department of Regional Development, Manufacturing and Water for the Mareeba WTP Upgrades
 - The Department of State Development, Infrastructure, Local Government and Planning for the Bicentennial Lakes.

Expenditure Analysis

Total expenses for the period ending 31 January 2025 is \$55,725,457 compared to the YTD budget of \$30,398,433. The graph below shows actual expenditure against budget for the period ending 31 January 2025.

Actual Expenditure V Budget Expenditure

	Actual YTD	Budget YTD	Note
Employee Expenses	11,002,952	11,553,115	1
Materials and Services	12,569,051	11,699,784	2
Other Expenses - DRFA	24,551,136	-	3
Depreciation Expenses	7,466,956	7,019,316	
Finance and Borrowing Costs	135,362	126,218	

Notes:

1. No significant issues are identified. The variance in employee expenses is due to a timing issue between the fortnightly pay processing and the report preparation, actual-planned staff absences, vacancies, and staff working on capital projects.
2. The majority of the variance is due to expenditure on unbudgeted third party works and the RMPC expenditure trend.
3. The variance relates to the expenditure incurred for the DRFA restoration works which is not budgeted for. This expenditure will be offset against income.

Audit Committee Meeting Agenda

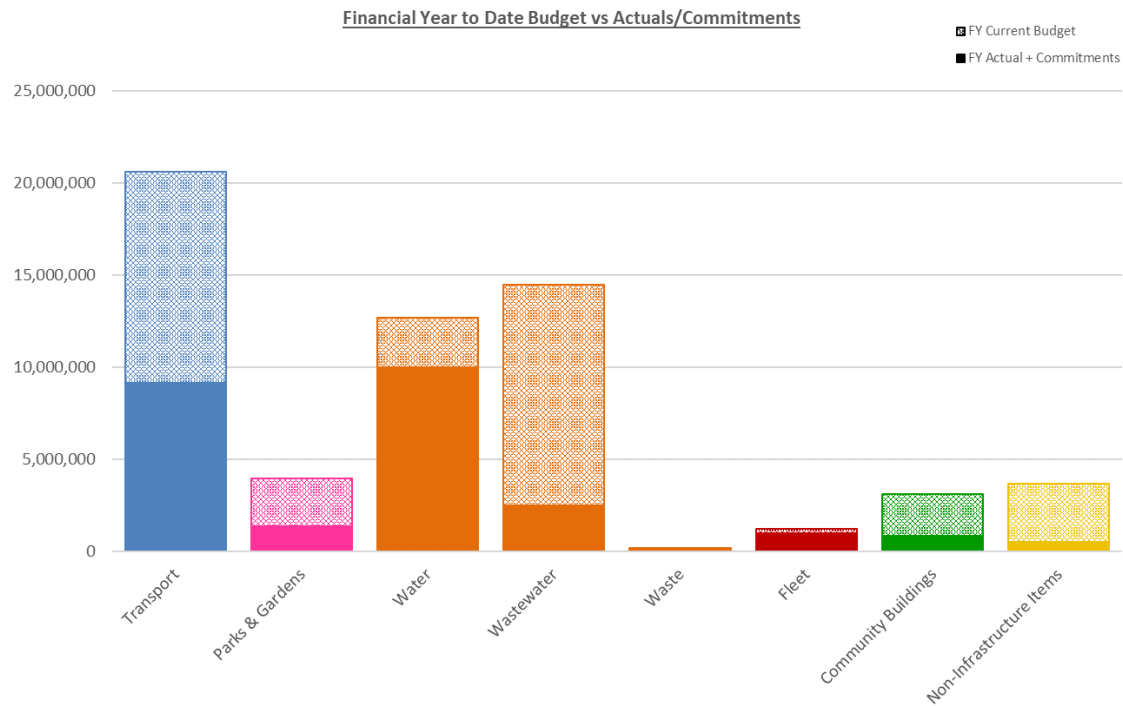
12 March 2025

Vandalism Expenses

So far this year, a total of \$41,319 has been spent on repairs and maintenance due to vandalism. These costs include employee expenses and materials and services.

Capital Expenditure

Total capital expenditure of \$25,515,820 (including commitments) has been spent for the period ending 31 January 2025 against the 2024/25 annual capital budget of \$54,142,906.



Loan Borrowings

Council's loan balance is \$6,282,604 as at 31 January 2025.

Audit Committee Meeting Agenda

12 March 2025

Rates and Charges

The total rates and charges payable as at 31 January 2025 are \$2,130,036 which is broken down as follows:

Status	31 January 2025		31 January 2024	
	No. of properties	Amount	No. of properties	Amount
Valueless Land	3	9,781	3	86,259
Payment Arrangement	3	3,302	3	1,171
Collection House	293	1,189,075	252	1,061,737
Exhausted – awaiting sale of land	20*	827,644	15	440,019
Sale of Land	-	-	8	74,510
Other (<i>includes current rates notices</i>)	413**	100,234	100	38,622
TOTAL	732	2,130,036	381	1,702,318

*10 Mining Lease properties with a total outstanding rates balance of \$745,824 are in Bankruptcy

**Of this amount, 311 properties have a balance less than \$20

The Rate Notices for the period ending 30 June 2025 will be formally issued on 21 February 2025 (however were posted 14 February 2025) with the discount (due) date being 28 March 2025.

Collection House collected \$144,622 for the month of January 2025.

Sundry Debtors

The total outstanding for Sundry Debtors as at 31 January 2025 is \$91,403 which is made up of the following:

Current	30 days	60 days	90 + days
\$74,974	\$3,678	\$11,529	\$1,222
82%	4%	13%	1%

Procurement

There were no emergency purchase orders for the month of January 2025.

Budgeted Income Statement by Fund 2024/25 Budget

Consolidated			
	Actual YTD	Budget YTD	2024/25 Budget
Revenue			
Rates and utility charges	21,949,557	21,923,452	43,846,904
Less Discounts and Pensioner Remissions	(1,194,082)	(1,199,423)	(2,398,846)
Net Rates and Utility Charges	20,755,475	20,724,029	41,448,058
Fees and Charges	1,497,580	1,301,199	2,075,409
Operating Grants and Subsidies	29,508,382	8,363,333	9,272,056
Operating Contributions	56,284	31,500	54,000
Interest Revenue	585,857	395,500	678,000
Works for Third Parties	2,374,589	1,207,500	2,070,000
Other Revenue	1,694,888	704,772	1,267,130
Total Operating Revenue	56,473,055	32,727,833	56,864,653
Expenditure			
Employee Expenses	11,002,952	11,553,115	19,959,729
Materials and Services	37,120,187	11,699,784	18,908,537
Depreciation expense	7,466,956	7,019,316	12,033,115
Finance and Borrowing costs	135,362	126,218	338,828
Total Operating Expenses	55,725,457	30,398,433	51,240,209
Operating Surplus/(Deficit)	747,598	2,329,400	5,624,444
Capital Income			
Capital Contributions	89,416	-	-
Capital Grants and Subsidies	10,250,984	4,711,335	9,422,669
Capital Income Other	168,090	-	-
Interest on Contributions/Reserves	1,205,810	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	(565,100)	105,000	180,000
Total Capital Income	11,149,200	4,816,335	9,602,669
Net Result	11,896,798	7,145,735	15,227,113

Budgeted Income Statement by Fund 2024/25 Budget

General			
	Actual YTD	Budget YTD	2024/25 Budget
Revenue			
Rates and utility charges	11,985,803	11,852,769	23,705,538
Less Discounts and Pensioner Remissions	(1,194,082)	(1,199,423)	(2,398,846)
Net Rates and Utility Charges	10,791,721	10,653,346.00	21,306,692
Fees and Charges	987,840	880,440	1,246,360
Operating Grants and Subsidies	8,296,730	8,312,583	9,185,056
Operating Contributions	-	-	-
Interest Revenue	217,550	273,000	468,000
Works for Third Parties	2,351,415	1,207,500	2,070,000
Other Revenue	1,589,126	572,355	1,040,130
Total Operating Revenue	24,234,382	21,899,225	35,316,238
Expenditure			
Employee Expenses	9,718,455	10,226,885	17,795,080
Materials and Services	6,229,119	5,440,837	8,336,168
Depreciation expense	5,171,656	4,968,516	8,517,457
Finance and Borrowing costs	84,687	76,650	139,691
Total Operating Expenses	21,203,918	20,712,888	34,788,396
Operating Surplus/(Deficit)	3,030,465	1,186,337	527,842
Capital Income			
Capital Contributions	89,051	-	-
Capital Grants and Subsidies	4,683,836	2,238,752	4,477,504
Capital Income Other	168,090	-	-
Interest on Contributions/Reserves	959,360	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	(565,100)	105,000	180,000
Total Capital Income	5,335,238	2,343,752	4,657,504
Net Result	8,365,702	3,530,089	5,185,346

Budgeted Income Statement by Fund 2024/25 Budget

Disaster Recovery Funding			
	Actual YTD	Budget YTD	2024/25 Budget
Revenue			
Rates and utility charges	-	-	-
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	-	-	-
Fees and Charges	-	-	-
Operating Grants and Subsidies	20,996,361	-	-
Operating Contributions	-	-	-
Interest Revenue	-	-	-
Works for Third Parties	-	-	-
Other Revenue	-	-	-
Total Operating Revenue	20,996,361	-	-
Expenditure			
Employee Expenses	50,879	-	-
Materials and Services	24,500,257	-	-
Depreciation expense	-	-	-
Finance and Borrowing costs	-	-	-
Total Operating Expenses	24,551,136	-	-
Operating Surplus/(Deficit)	(3,554,775)	-	-
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Capital Income Other	-	-	-
Interest on Contributions/Reserves	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	-	-	-
Net Result	(3,554,775)	-	-

Budgeted Income Statement by Fund 2024/25 Budget

Waste			
	Actual YTD	Budget YTD	2024/25 Budget
Revenue			
Rates and utility charges	2,450,701	2,398,834	4,797,668
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	2,450,701	2,398,834	4,797,668
Fees and Charges	368,238	335,883	683,549
Operating Grants and Subsidies	200,000	-	-
Operating Contributions	56,284	31,500	54,000
Interest Revenue	57,637	35,000	60,000
Works for Third Parties	14,727	-	-
Other Revenue	67,727	114,917	197,000
Total Operating Revenue	3,215,314	2,916,134	5,792,217
Expenditure			
Employee Expenses	105,645	106,790	183,095
Materials and Services	2,858,308	2,969,375	5,065,787
Depreciation expense	145,709	134,433	230,456
Finance and Borrowing costs	-	-	100,000
Total Operating Expenses	3,109,662	3,210,598	5,579,338
Operating Surplus/(Deficit)	105,652	(294,464)	212,879
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Capital Income Other	-	-	-
Interest on Contributions/Reserves	74,062	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	74,062	-	-
Net Result	179,714	(294,464)	212,879

Budgeted Income Statement by Fund 2024/25 Budget

Wastewater			
	Actual YTD	Budget YTD	2024/25 Budget
Revenue			
Rates and utility charges	3,248,179	3,226,114	6,452,227
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	3,248,179	3,226,114	6,452,227
Fees and Charges	57,063	41,417	71,000
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	155,590	58,333	100,000
Works for Third Parties	2,567	-	-
Other Revenue	-	-	-
Total Operating Revenue	3,463,399	3,325,863	6,623,227
Expenditure			
Employee Expenses	435,917	405,692	697,878
Materials and Services	1,291,697	1,206,240	2,011,082
Depreciation expense	1,140,529	1,011,442	1,733,901
Finance and Borrowing costs	50,676	49,569	99,137
Total Operating Expenses	2,918,819	2,672,942	4,541,998
Operating Surplus/(Deficit)	544,580	652,921	2,081,229
Capital Income			
Capital Contributions	364	-	-
Capital Grants and Subsidies	2,208,915	1,350,250	2,700,500
Capital Income Other	-	-	-
Interest on Contributions/Reserves	100,210	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	2,309,490	1,350,250	2,700,500
Net Result	2,854,070	2,003,171	4,781,729

Budgeted Income Statement by Fund 2024/25 Budget

Water			
	Actual YTD	Budget YTD	2024/25 Budget
Revenue			
Rates and utility charges	4,198,882	4,379,843	8,759,687
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	4,198,882	4,379,843	8,759,687
Fees and Charges	84,439	43,458	74,500
Operating Grants and Subsidies	15,291	50,750	87,000
Operating Contributions	-	-	-
Interest Revenue	153,201	29,167	50,000
Works for Third Parties	5,880	-	-
Other Revenue	38,035	17,500	30,000
Total Operating Revenue	4,495,727	4,520,718	9,001,187
Expenditure			
Employee Expenses	692,056	813,749	1,283,676
Materials and Services	2,171,973	2,039,189	3,448,400
Depreciation expense	970,080	867,880	1,487,794
Finance and Borrowing costs	-	-	-
Total Operating Expenses	3,834,109	3,720,818	6,219,870
Operating Surplus/(Deficit)	661,618	799,901	2,781,317
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	3,358,232	1,122,333	2,244,665
Capital Income Other	-	-	-
Interest on Contributions/Reserves	45,787	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	3,404,018	1,122,333	2,244,665
Net Result	4,065,636	1,922,233	5,025,982

Budgeted Income Statement by Fund 2024/25 Budget

Benefited Area			
	Actual YTD	Budget YTD	2024/25 Budget
Revenue			
Rates and utility charges	65,993	65,892	131,784
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	65,993	65,892	131,784
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	1,879	-	-
Works for Third Parties	-	-	-
Other Revenue	-	-	-
Total Operating Revenue	67,872	65,892	131,784
Expenditure			
Employee Expenses	-	-	-
Materials and Services	68,834	44,142	47,100
Depreciation expense	38,981	37,046	63,507
Finance and Borrowing costs	-	-	-
Total Operating Expenses	107,814	81,188	110,607
Operating Surplus/(Deficit)	(39,942)	(15,296)	21,177
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Capital Income Other	-	-	-
Interest on Contributions/Reserves	26,391	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	26,391	-	-
Net Result	(13,552)	(15,296)	21,177

6.2 CAPITAL WORKS UPDATE**Date Prepared:** 4 February 2025**Author:** Manager Finance**Attachments:** 1. Capital Works Update [↓](#)**EXECUTIVE SUMMARY**

The purpose of this report is to provide an update on capital works projects undertaken by the Infrastructure Services Department as at 31 January 2025.

RECOMMENDATION

That the Audit Committee note the attached report.

BACKGROUND

On 17 July 2024, Council adopted a capital works budget of \$24,588,960. Each year, any capital works programs that were not completed by 30 June, are carried forward. The carried forward amount is calculated by subtracting the actual cost spent in the financial year from the budget amount. The total carry overs for 2023/24 is \$29,553,945. The majority of these carry over projects were adopted as multi-year projects.

The capital works program is currently tracking within budget.

The attached Capital Works Update report identifies each project and the current financial commitment compared to budget and highlights where projects are not within budget and are not due to be completed within anticipated timelines. Please refer to this report for further commentary regarding reasons for under/overspends and/or delivery delays.

Capital Projects Budget Report for Financial Year Ending 2025

Project Code	Project Description	Project Comment	Project Manager	Project Stage	FY Current Budget	FY Grants	FY Actual + Commitments	Budget Variance (\$)	Project Within Budget?	Project On Time?	Reason
Category: 01 – Rural and Urban Road											
:P0003731	24/25 Bitumen & Asphalt Reseal Program	All MSC reselling sites have been marked for the contractor to undertake the seal design process. Resealing currently programmed for March/April 2025 weather permitting. Complete final report to be provided.	Andrew Foster	Procurement	15,377,880.49	1,954,216.96	2,942,688.54	1,350,896.03	✓	✓	
:P000835	DRPA Gully Betterment	Project completed December 2024. When commitments are cleared balance of budget to be rolled over to 24/25 Gravel Resheet Program	Samuel Wakeford	Completed	1,953,539.59	1,954,216.96	1,671,595.83	281,937.76	✓	✓	
:P0001022	23/24 Gravel Resheet Program	No resheeting programmed until after 2025 wet season	Andrew Foster	Completed	575,041.64	0.00	269,377.17	305,664.47	✓	✓	
:P0003732	24/25 Gravel Resheet Program	Works will be undertaken after wet season & Herb/Constance intersection project	Darrin Hastie	Construction	598,723.60	0.00	443,270.45	155,453.15	✓	✓	
:P0001023	Recovery Way (WTS) Rehab Ch 0.176-0.272	Project completed October 2024.	Andrew Foster	Construction	1,281,615.62	0.00	451,154.68	83,460.94	✓	✓	
:P0001024	Myola Rd Ch 0.2-3.06	Works were completed December 2024	Andrew Foster	Close Out	519,019.66	495,272.61	519,019.66	0.00	✓	✓	
:P0002042	MBA James St Mill & Fill	Works recommenced on site 20/01/2025. Wet weather is hampering progress. Ergon has removed the light pole & temporary lighting is in place.	Andrew Foster	Close Out	120,000.00	0.00	137,302.41	(17,302.41)	✓	✓	
:P000795	TIDS 23-27 Herberton/Constance Inter	Estimated delivery of designs end of February 2025. Tender documentation available for review by end of March 2025	Darrin Hastie	Construction	1,554,036.83	850,000.00	1,160,979.32	393,057.51	✓	✓	
:P000797	TIDS 22/23 24/25 Rankin/Walsh St P/bout	Design to be scheduled.	Samuel Wakeford	Design	1,035,161.38	483,806.00	78,458.55	956,702.83	✓	✓	
:P0000948	TIDS 23/24 Springmount Rd Ch 11.35-12.7	Waiting on external plant hire invoice so project can closed out & claimed.	Andrew Foster	Close Out	1,364.66	0.00	2,964.66	(1,600.00)	✓	✓	
:P0000949	TIDS 23-25 Springmount Rd Ch 6.7-7.55	Project completed & claimed November 2024	Andrew Foster	Close Out	436,530.11	370,625.00	371,314.12	65,215.99	✓	✓	
:P0002040	KDA KIA08 Barron Falls/Masons Rd/L-out	Preliminary survey works have been undertaken, design to be scheduled.	John De Blaze	Planning	100,000.00	0.00	17,666.30	82,333.70	✓	✓	
:P0002041	KDA KIA09 Barron Falls Rd Throngon-Mason	Preliminary survey works have been undertaken, design to be scheduled.	John De Blaze	Planning	30,000.00	0.00	14,921.94	15,078.06	✓	✓	
:P0002048	KDA Kuranda Heights Rd Intersection	Survey undertaken, design to be scheduled.	John De Blaze	Planning	80,000.00	0.00	14,165.96	65,834.04	✓	✓	
:P0002050	MBA Milver Rd Rehab & Widen	Designs to be scheduled	John De Blaze	Planning	1,544,018.24	1,500,000.00	74,843.65	1,469,174.59	✓	✓	
:P0002060	KDA Oak Forest Rd Rehab & Widen	Designs to be scheduled	John De Blaze	Planning	30,000.00	0.00	10,226.80	19,773.20	✓	✓	
:P0002066	DMI Lealgoid Weir Rd Widen Curves	Design to be finalised March 2025	John De Blaze	Design	550,000.00	0.00	63,206.07	486,793.93	✓	✓	
:P0002069	MBA Chewko Rd Rehab/Widen & Seal	Widening works will commence 05/02/2025	Andrew Foster	Construction	844,078.92	430,000.00	449,325.36	394,753.56	✓	✓	
:P0003753	MBA Byrnes St Safety Upgrades	Sites 7, 5 & 3 complete, site 1 commence early February.	Christopher Lea	Construction	663,152.00	663,152.00	640,609.81	22,542.19	✓	✓	
:P000801	TIDS Oodam Rd Section 1&2 Widen & Seal	Tender workshop 05/02 & awarding after 19/02. Looking to reestablish on site late March weather permitting.	Andrew Foster	Construction	3,074,778.26	2,833,580.95	1,533,570.52	1,541,207.74	✓	✓	
Category: 05 – Bridges											
:P0001558	MBA Tinaroo Creek Rd Ada Creek Causeway	Drone survey completed, design to be programmed to commence in the new year. Design to be completed June 2025.	John De Blaze	Planning	2,182,794.75	1,517,504.00	157,076.06	2,025,718.69	✓	✓	
:P0001564	KDA Oak Forest Rd, Barron River Bridge	Contract awarded to Neater Constructions. Construction expected to commence after the wet season 2025.	Christopher Lea	Construction	555,000.00	320,000.00	56,429.48	498,570.52	✓	✓	
:P000712	Palm CI Mba Replace Footbridge Boards	Project completed July 2024	Andrew Foster	Close Out	8,299.07	0.00	8,299.07	0.00	✓	✓	
:P000713	Bicentennial Lakes F/Bridge Safety Upgr	Project completed September 2024.	Andrew Foster	Close Out	2,761.92	0.00	2,761.92	0.00	✓	✓	
:P000839	Bullaburrah Ck Rd C way Relieving Slab	These works will be done by MSC staff after the wet season. A side track will need to be installed across Bullaburrah Ck so flows will need to be minimal.	Andrew Foster	Not Commenced	48,218.91	0.00	0.00	48,218.91	✓	✓	
:P000841	Bolton Rd Inspect/Design/Repl Girders	RoadTex will be undertaking these works on behalf of council. Estimated to start late March early April 2025 weather permitting.	Andrew Foster	Procurement	18,415.94	0.00	0.00	18,415.94	✓	✓	
:P000842	Barron Riv. Bridge Oakforest Rd Insp/Dns	Tender to be prepared August 2024.	Christopher Lea	Close Out	5,000.00	0.00	5,000.00	0.00	✓	✓	

Project Code	Project Description	Project Comment	Project Manager	Project Stage	FY Current Budget	FY Grants	FY Actual + Commitments	Budget Variance (\$)	Project Within Budget?	Project On Time?	Reason
:P00843	Barron River Cwy Henry H Dr Repl Slabs	Scope of works will need to be assessed to ensure compliance with DAF regulations. Possible 3rd party works.	Andrew Foster	Not Commenced	48,218.91	0.00	0.00	48,218.91	✓	✓	
Program: 06 - Drainage											
:P001021	23/24 Minor Culvert & C/ways Program	Completed July 2024	Andrew Foster	Close Out	1,402,885.84	0.00	234,309.87	1,168,575.97	✓	✓	
:P001598	24/25 Renew Minor Culverts & Drainage	Temporary RCP repair works completed at Park Avenue. Full repairs will be undertaken after 2025 wet season.	Andrew Foster	Construction	441,567.75	0.00	159,275.32	282,292.43	✓	✓	
:P003689	MBA CBD Drainage Upgrade Stage 1	Project planning will be undertaken in conjunction with the Mareeba CBD Blueprint Project	Jacqueline Perkowski	On Hold	500,000.00	0.00	40,936.78	459,063.22	✓	✓	
:P003690	MBA Ray Rd Culvert Upgrade	Ray Road Drainage Study to inform project. Investigations will be scheduled in 2025	Samuel Wakeford	Planning	150,000.00	0.00	7,484.36	142,515.64	✓	✓	
:P003695	Irvinebank Jessie St/Rubina Tee Upgrade	Project completed December 2024	John De Blaze	Not Commenced	30,000.00	0.00	2,172.53	27,827.47	✓	✓	
:P003830	Hastie Road - Stormwater	Quotes will be called to undertake this work post wet season.	Darrin Hastie	Close Out	60,000.00	0.00	23,050.71	36,949.29	✓	✓	
:P00844	MBA Anaroo Drainage Upgrades		Andrew Foster	Construction	185,901.87	0.00	1,390.17	184,511.70	✓	✓	
:P00938	Tilse Street Upgrade Drainage	Culverts accepted On-Maintenance as part of development.	Samuel Wakeford	Completed	35,416.22	0.00	0.00	35,416.22	✓	✓	
Program: 07 - Traffic Facilities											
:P000947	Mareeba Aerodrome Safety & Repairs	Contractor collected pumps and have commenced fabrication of the Skid assembly. Awaiting confirmation from contractor of installation date.	Catherine Harrison	Construction	235,418.61	0.00	238,946.32	(3,527.71)	⚠	✓	Following a CASA audit unplanned modifications required
:P000951	Anzac Ave LATM Upgrades	Works completed.	Jason Bromlow	Completed	161,286.41	0.00	95,943.50	65,342.91	✓	✓	
Program: 08 - Parking											
:P00846	MBA Heritage Centre Carpark Connection	Design being adjusted following stakeholder feedback. Construction to commence late April 2025	Jacqueline Perkowski	Design	191,975.87	0.00	535.36	191,440.51	✓	✓	
Program: 09 - Footpaths											
:P001026	23/24 Footpath Renewal Program	Atherton Street and Lloyd Street footpath sections complete. Further sites for renewal are currently under assessment.	Jacqueline Perkowski	Construction	1,034,022.37	422,000.00	392,171.13	641,851.24	✓	✓	
:P001027	23/24 Footpath Upgrade Program	Awaiting grant application outcome to build new footpath connection on Constance Street between Hastie Street and Atherton Street.	Jacqueline Perkowski	Planning	92,487.73	0.00	1,922.78	90,564.95	✓	✓	
:P001665	Mt Mollooy Footpath & Furniture Refurb	Designs to be scheduled	John De Blaze	Planning	300,000.00	150,000.00	14,968.73	285,031.27	✓	✓	
:P001666	KDA Barron Falls Rd Replace Footpath	Preliminary survey works have been undertaken, design to be scheduled.	John De Blaze	Design	105,000.00	0.00	5,239.05	99,760.95	✓	✓	
:P001742	MBA WNP Constance-Lloyd St Footpath	Construction works delayed until early February due to wet weather.	Christopher Lea	Construction	350,000.00	272,000.00	280,470.19	69,529.81	✓	✓	
Program: 10 - Parks and Gardens											
:P001029	Kda Com Precinct Parks Upgrade	Planning & Development ongoing 2025	Jacqueline Perkowski	Planning	3,951,035.26	1,507,697.00	1,414,379.79	2,536,656.47	✓	✓	
:P001803	Julatten Geraghty PK Refurb Playground	Workshop Report presented. Community engagement early 2025.	Christopher Lea	Planning	350,000.00	350,000.00	39,826.30	310,173.70	✓	✓	
:P001805	MBA Bicentennial Lakes Northern	Federal Government deed of agreement executed. Preparing for procurement.	Christopher Lea	Design	1,698,394.00	849,197.00	51,248.47	1,647,145.53	✓	✓	
:P001843	KDA Hunter Park Fallon Rd Bollards	Project complete August 2024	Andrew Foster	Close Out	8,278.68	0.00	8,278.68	0.00	✓	✓	
:P001871	MBA Centenary Park Upgrade Fencing	Construction to commence late April 2025.	Jason Bromlow	Construction	108,000.00	0.00	101,825.53	6,174.47	✓	✓	
:P003670	MBA Anaroo Park Shade	Construction works planned for mid-2025.	Christopher Lea	Planning	80,000.00	0.00	8,980.96	71,019.04	✓	✓	
:P00805	Chillagoe Parks Improvement	Town Hall playground surround to be replaced 29/08/2024.	Jacqueline Perkowski	Close Out	3,687.82	0.00	3,687.82	0.00	✓	✓	
:P00806	DIM Parks Refresh	Swing completed.	Jacqueline Perkowski	Close Out	613.35	0.00	613.35	0.00	✓	✓	
:P00807	KDA Centenary Park Playground Upgrade	Works to commence February 2025.	Jacqueline Perkowski	Close Out	0.00	0.00	0.00	0.00	✓	✓	
:P00809	MBA Bicentennial Lakes (Southern) D&C	All footbridges completed. Playground embankment rails programmed for installation late March 2025.	Jacqueline Perkowski	Construction	268,571.16	0.00	213,757.44	54,813.72	✓	✓	

Project Code	Project Description	Project Comment	Project Manager	Project Stage	FY Current Budget	FY Grants	FY Actual + Commitments	Budget Variance (\$)	Project Within Budget?	Project On Time?	Reason
:P00860	KDA Anaac Park Landscaping	Park upgrade complete. Planning for the installation of tree naming plaques being undertaken.	Jacqueline Perkowski	Completed	149,951.15	0.00	69,031.98	81,919.17	✓	✓	
:P00861	KDA Coondoo Street Refurb	Construction commencing in February 2025 for Upper Coondoo Street.	Christopher Lea	Construction	1,094,078.58	200,000.00	915,729.26	178,349.32	✓	✓	
		Additional budget of \$200,000 requested from Kuranda Infrastructure Agreement Fund for Ergon cost escalation for Lower Coondoo Street Lighting.									
Program: 11 - Water											
:P001036	23/24 AC Water Main Replace Program	Works complete.	Jacqueline Perkowski	Close Out	11,520,773.46	3,937,530.25	10,092,540.29	1,428,233.17	✓	✓	
:P001037	23/24 Water Telemetry/SCADA Upgrades	User training completed August 2024.	Morris Hamill	Close Out	66,165.40	0.00	66,437.75	(272.35)	✓	✓	
:P001038	23/24 Retic Valve/Hyd Replace Program	New valves to be installed Lera and Byrnes St	Morris Hamill	Construction	80,330.95	0.00	11,819.21	0.00	✓	✓	
:P002670	FY24/25 - WTP Minor Infrastructure	Works are underway and will be completed by mid to late April.	Wayne Siganto	Construction	217,943.07	0.00	38,583.01	41,747.94	✓	✓	
							254,816.50	(36,873.43)	✓	✓	Unforeseen cost rises. Underspend in other projects to cover this cost run
:P002671	FY24/25 - Water Main Replacement	Stage 1 works completed. Stage 2 works contract awarded to ABA2PO Pty Ltd.	Jason Bromlow	Construction	2,532,422.73	2,195,104.50	2,506,720.00	25,702.73	✓	✓	
:P002672	FY24/25 - KDA WTP Turbidity Meters	New equipment electrical and scada connections put in place, just waiting on contractor to complete the physical installation works.	Wayne Siganto	Construction	50,740.00	0.00	39,813.25	10,926.75	✓	✓	
:P002675	FY24/25 - Replace Chlorine Analysers	Equipment has arrived with some fittings being manufactured to allow for installation.	Wayne Siganto	Construction	56,375.00	0.00	46,873.52	9,501.48	✓	✓	
:P002677	FY24/25 - Telemetry/SCADA Upgrades	Historian database clean-up and optimisation works complete, resolving minor issues with Canary to SWIM data integration	Aditya Mishra	Construction	76,886.45	0.00	76,477.49	408.96	✓	✓	
:P002680	FY24/25 - Hydrants & Valve Renewal	Waiting on parts for Constance/Basalt	Aditya Mishra	Construction	202,950.00	203,000.00	198,537.77	4,412.23	✓	✓	
:P002682	FY24/25 - Irvinebank Ibis Dam PS	Works currently being scoped and pump setup being reassessed due to high iron content of water	Anthony Musso	Construction	39,465.00	0.00	1,623.02	37,841.98	✓	✓	
:P002683	FY24/25 - DIM WTP Pump Replacement	Assessment will be made mid December during the routine servicing & maintenance schedule whether the pump will be replaced.	Wayne Siganto	Planning	13,530.00	0.00	589.33	12,940.67	✓	✓	
:P002684	FY24/25 - Smart Meters Replacement	Quote received for new receiver in Kuranda.;T aggle to provide early access to new meters for trial in areas with connectivity issues.	Anthony Musso	Construction	356,850.35	0.00	87,463.12	269,387.23	✓	✓	
:P002762	FY24/25 - MBA WTP Refurbish Clarifiers	Project works has been awarded and the contractor has advised they are in procurement phase with actual works to commence in the second quarter of 2025.	Morris Hamill	Construction	1,913,000.00	818,000.00	1,641,308.63	271,691.37	✓	✓	
:P002764	MOL Replace Hunter Ck Weir	GHD to do inspection as soon as weather permits.	Morris Hamill	Construction	100,000.00	0.00	26,471.82	73,528.18	✓	✓	
:P002921	MBA Booster Pump Station Relocation	Works to relocate booster pump to be conducted early to mid 2025.	Jason Bromlow	Construction	112,750.00	0.00	98,217.41	14,532.59	✓	✓	
:P003667	FY24/25 Irvinebank Ibis Dam Valves	Valves selected, electrical schematics being produced.	Aditya Mishra	Procurement	150,000.00	0.00	23,008.83	126,991.17	✓	✓	
:P003668	CHI Renew Water Line	This project will only be done in 2024-2025 if there are residual funds left over from replacing water mains in Mareeba and Mt Molloy in 2024-2025.	Jason Bromlow	On Hold	565,000.00	0.00	30,003.39	534,996.61	✓	✓	This project will only be done in 2024-2025 if there are residual funds left over from replacing water mains in Mareeba and Mt Molloy in 2024-2025.
:P003734	MBA WTP Fuel Pod For Generator	Procurement and planing stage	Stanley Roos	Procurement	24,000.00	0.00	1,045.36	22,954.64	✓	✓	
:P00730	Mba WTP Study for Upgrade of WW System	This project now completed and once commitments are cleared it can be closed out.	Morris Hamill	Close Out	49,483.75	0.00	49,483.75	0.00	✓	✓	
:P00733	BOB6 MWTP Filtration Upgrade	Filtration project has now been successfully commissioned and contractor finishing a few minor tasks and once they've completed the tasks the project can then be closed out.	Morris Hamill	Completed	3,491,695.28	200,000.00	3,491,787.03	(91.75)	✓	✓	
:P00824	MBA Clear Water Booster Pump Station	Project completed and to be closed out.	Morris Hamill	Close Out	991,881.56	160,000.00	991,881.56	0.00	✓	✓	
:P00874	MBA WTP Raw Water Pumps & Electrics	Project completed and to be closed out.	Morris Hamill	Close Out	349,243.79	332,866.80	349,243.79	0.00	✓	✓	

Project Code	Project Description	Project Comment	Project Manager	Project Stage	FY Current Budget	FY Grants	FY Actual + Commitments	Budget Variance (\$)	Project Within Budget?	Project On Time?	Reason
:P00876	BOHE 22/23 Water Forward Design Program	Old State Govt agreed to use funds for the design of a 10ML water reservoir, design completed June 2024.	Morris Hamill	Close Out	5,010.00	24,558.99	5,010.00	0.00	✓	✓	
:P00878	MBA Decommission Basalt St Elevated Tank	The water tower has been isolated and the reservoir section of the water tower needs to be cleaned out then a permanent closure / lockout of the feed line will be done.	Morris Hamill	Construction	16,860.54	0.00	12,404.75	4,455.79	✓	✓	
:P00879	MBA Decommission Granite Ck Pump Station	The works are being done in conjunction with the relocation of the pump set and will be completed in the first half of 2025.	Morris Hamill	Construction	46,370.38	0.00	42,920.00	3,450.38	✓	✓	
Program: 12 - Wastewater											
:P001040	Mba WWTP Purchase Forklift	Forklift delivered in September.	Samuel Wakeford	Close Out	10,988,218.95	5,358,500.00	2,651,271.06	8,336,947.93	✓	✓	
:P001041	Mba WWTP Inlet Works Replacements	Works now completed and we are waiting on contractor to provide invoicing for payment then the project can be closed out.	Morris Hamill	Completed	45,790.61	0.00	45,790.61	0.00	✓	✓	
:P001043	Atherton St Pump Station Refurb	Project subject to grant funding.	Morris Hamill	On Hold	17,368.36	0.00	7,626.00	9,742.36	✓	✓	
:P001046	23/24 WW Telemetry/SCADA Upgrades	Project now completed and can be closed out.	Morris Hamill	Close Out	2,413,895.82	1,930,000.00	(12,995.00)	2,426,890.82	✓	✓	
:P001047	23/24 WW CCTV & Relining Program	CCTV works to be completed early February.	Jacqueline Perkowski	Construction	14,240.79	0.00	14,240.79	0.00	✓	✓	
:P001049	23/24 WW Manhole Rehab/replace Prog	Project works are completed and the project can be closed out once commitments are cleared.	Jacqueline Perkowski	Close Out	1,017,014.16	0.00	404,639.16	612,375.00	✓	✓	
:P001050	Kennedy Hwy PS Control Board Upgrade	Switchboard installed and commissioned. Waiting on final invoice	Morris Hamill	Completed	40,305.73	0.00	40,305.73	0.00	✓	✓	
:P001053	23/24 WWPS Refurbishment Program	Works substantially completed in October.	Morris Hamill	Construction	15,840.17	0.00	17,313.16	(1,472.99)	⚠	✓	
:P002474	FY24/25 - MBA Sewer CCTV & Reline Prog	RFQ submissions received. Procurement early February.	Jason Bromlow	Procurement	225,851.86	0.00	96,302.08	129,549.78	✓	✓	
:P002475	FY24/25 - WW Pump Station Ancillary	Contractor working on ordering parts	Aditya Mishra	Construction	243,000.00	243,000.00	320,097.69	(77,097.69)	⚠	✓	Offset against CP001.047
:P002476	FY24/25 - WW Retreatment Pumps Renewal	Pump at Industrial Park replaced. Additional Pump Station sites identified for requiring pump replacements and pump spares. Waiting on pricing	Aditya Mishra	Procurement	304,000.00	0.00	194,105.73	109,894.27	✓	✓	
:P002477	FY24/25 - Telemetry/SCADA Upgrades	Contractor progressing with investigating processes and systems relevant to alarming and code deployment.	Aditya Mishra	Construction	66,155.15	0.00	25,583.21	40,571.94	✓	✓	
:P002479	FY24/25 - Pump Station Generators x 2	Enclosure to be constructed and installed	Anthony Musso	Construction	79,754.74	0.00	53,137.83	26,616.91	✓	✓	
:P002480	FY24/25 - Manhole Rehab & Replace	Works delayed due to inclement weather.	Jason Bromlow	Construction	105,000.00	0.00	73,489.08	31,510.92	✓	✓	
:P002482	FY24/25 - KDA WWTP Renew Control Panels	Grant funding being finalised.	Morris Hamill	Design	785,000.00	785,000.00	73,675.54	47,324.46	✓	✓	
:P003715	KDA WWTP Renew 6x4m Shed	Electrical works are now completed.	Morris Hamill	Close Out	4,801,000.00	2,400,500.00	443,650.56	4,357,349.44	✓	✓	
:P003722	KDA WWTP Renew 6x6m Shed	Quotes were sourced from suitably qualified suppliers, purchase order has been issued and works will commence once materials arrive.	Wayne Siganto	Construction	103,855.02	0.00	103,855.02	0.00	✓	✓	
:P00889	22/23 MBA Sewer CCTV & Relining	Quotes were sourced from suitably qualified suppliers, purchase order has been issued and works will commence once materials arrive.	Wayne Siganto	Construction	25,000.00	0.00	10,088.92	14,911.08	✓	✓	
:P002216	MBA WTS New Ablution Block	Works continuing. Expected completion end of February.	Morris Hamill	Construction	70,000.00	0.00	48,048.97	21,951.03	✓	✓	
:P002220	MBA TS Leachate Pump Annual Program	Works continuing. Expected completion end of February.	Morris Hamill	Construction	615,146.58	0.00	28,315.98	586,830.60	✓	✓	
:P002221	MBA TS Leachate PS Pump	Pumps currently on order. Waiting on delivery	Morris Hamill	Procurement	62,000.00	0.00	60,353.22	1,646.78	✓	✓	
Program: 13 - Waste											
:P002216	KDA WTS New Ablution Block	Construction continuing.	Jason Bromlow	Construction	200,000.00	0.00	142,617.86	57,382.14	✓	✓	
:P002220	MBA TS Leachate Pump Annual Program	Pumps deemed okay at this stage and won't be replaced, another assessment will be done in May 2025.	Morris Hamill	Planning	90,000.00	0.00	80,360.45	9,639.55	✓	✓	
:P002221	MBA TS Leachate PS Pump	Pumps currently on order. Waiting on delivery	Morris Hamill	Procurement	48,000.00	0.00	1,904.19	46,095.81	✓	✓	
Program: 15 - Fleet											
:P001071	Fleet Replace #1231 Toyota WW	Nov - Procurement in progress	Stanley Roos	Procurement	62,000.00	0.00	60,353.22	1,646.78	✓	✓	
:P001074	Fleet Replace #2055 Mitsu P&G	Vehicle in final stages of fit out	Samuel Wakeford	Close Out	1,315,807.96	0.00	1,027,099.87	288,708.11	⚠	✓	
:P003738	Replace Asset 741 Street Sweeper	Purchase order raised December 2024. Delivery expected June 2025	Stanley Roos	Procurement	46,000.00	0.00	47,109.61	(1,109.61)	⚠	✓	
:P003739	Replace Asset 620 Job Truck	Truck delivery expected February 2025. RFQ has been submitted for the supply of tipping body	Stanley Roos	Procurement	823.60	0.00	823.60	0.00	✓	✓	
					450,000.00	0.00	452,219.68	(2,219.68)	⚠	✓	
					140,000.00	0.00	78,541.14	61,458.86	✓	✓	

Project Code	Project Description	Project Comment	Project Manager	Project Stage	FY Current Budget	FY Grants	FY Actual + Commitments	Budget Variance (\$)	Project Within Budget?	Project On Time?	Reason
P0003740	Replace Asset 12555 Toyota Hilux	Vehicle on order, no delivery dste as yet	Stanley Roos	Procurement	98,000.00	0.00	46,754.55	51,245.45	✓	✓	
P0003741	Replace Asset 1274 Toyota Hilux	Vehicle on order, no delivery date as yet	Stanley Roos	Procurement	60,000.00	0.00	45,470.00	14,530.00	✓	✓	
P0003742	Replace Asset 4052 Kubota Mower	Project Complete, Mower in service	Stanley Roos	Close Out	38,000.00	0.00	33,551.80	4,448.20	✓	✓	
P0003743	Replace Asset 5005 MF Tractor/Loader	Project complete	Stanley Roos	Close Out	100,000.00	0.00	95,350.42	4,649.58	✓	✓	
P0003752	Replace Asset 3010 Toyota Landcruiser	Project complete	Stanley Roos	Close Out	51,000.00	0.00	34,768.06	16,231.94	✓	✓	
P0003773	Replace Asset 1307 Mit. Pajero INSURANCE	Project complete	Stanley Roos	Close Out	52,000.00	0.00	46,817.99	5,182.01	✓	✓	
P0003776	Replace Unit 5422 Tool Trailer INSURANCE	Project in planning stage	Stanley Roos	Planning	25,000.00	0.00	0.00	25,000.00	✓	✓	
P0003777	Replace Asset 1412 Mazda BT50 INSURANCE	Project Complete, Vehicle in service	Stanley Roos	Close Out	54,726.97	0.00	51,929.61	2,797.36	✓	✓	
P0003826	Replace Asset 1244/6263 L'cruiser INSUR	Project in Procurement Stage	Stanley Roos	Procurement	75,000.00	0.00	68,486.00	6,514.00	✓	✓	
P00427	GPS Vehicle Management System	As new equipment comes on line, Procurement will commence. Expected September 2024	Samuel Wakeford	Close Out	25,257.41	0.00	25,257.41	0.00	✓	✓	
Program: 16 - Depots and Council O					351,361.98	0.00	318,489.08	32,872.90	✓		
P0001064	Mba Depot Admin Building Refurb	Works completed early February.	Jacqueline Perkowski	Completed	199,095.17	0.00	196,861.38	2,233.79	✓	✓	
P0001597	CHI Depot Office Renewal	Works completed.	Jason Bromlow	Close Out	30,000.00	0.00	27,359.92	2,640.08	✓	✓	
P0003737	MBA Kowa St External Staff Training Room	RFQ submission received. Require change request to scope. Further planning required.	Jason Bromlow	Procurement	20,000.00	0.00	4,468.18	15,531.82	✓	✓	
P0003765	MBA Kowa St Depot Fuel Bowser	Works to be completed mid February.	Jason Bromlow	Construction	89,500.00	0.00	78,798.87	10,701.13	✓	✓	
P00759	Kowa St MSC Depot Emergency Generator	Waiting on drawings and recommendations expected early February 2025.	Jason Bromlow	Design	12,766.81	0.00	11,000.73	1,766.08	✓	✓	
Program: 17 - Community Buildings					1,764,244.12	452,699.00	559,531.24	1,204,712.88	✓		
P0001059	Mba/Dim Aquatic Condition Assessment	RFQ to be released to Market early March 2025.	Samuel Wakeford	Planning	37,544.80	0.00	0.00	37,544.80	✓	✓	
P0001632	24/25 Amenities Refurbishment Program	Planning to commence February.	Jason Bromlow	Planning	74,737.24	0.00	6,273.27	68,463.97	✓	✓	
P0001637	KDA Library Paint & Roof Improvements	Planning for roof and gutter works to commence early February.	Jason Bromlow	Construction	115,000.00	0.00	45,072.54	69,927.46	✓	✓	
P0001639	Annual Minor Building Refurbishment	Planning to commence February.	Jason Bromlow	Planning	60,000.00	0.00	5,377.09	54,622.91	✓	✓	
P0001646	KDA Recreation Centre Improvements	Works to commence February.	Jason Bromlow	Construction	57,000.00	0.00	28,293.76	28,706.24	✓	✓	
P0001664	Annual Facilities LED Lighting	Planning to commence February.	Jason Bromlow	Not Commenced	60,000.00	0.00	5,757.20	54,242.80	✓	✓	
P0002909	DIM Memorial Hall Park Lighting Upgrade	Works to be completed early February.	Jason Bromlow	Construction	66,000.00	0.00	60,825.51	5,174.49	✓	✓	
P0003718	MBA Davies Park Field 2 Lighting Upgrade	Works on hold. Awaiting suitable funding.	Jason Bromlow	On Hold	350,000.00	280,000.00	31,466.93	318,533.07	✓	✓	
P0003729	MBA Aquatic Centre Pool Expansion Joins	MCSF - sourcing contractor to repair	Catherine Harrison	Planning	25,000.00	0.00	1,941.01	23,058.99	✓	✓	
P0003756	MBA Davies Park Field 1 Lighting Upgrade	Works to commence late February - early March weather permitting.	Jason Bromlow	Construction	334,825.95	172,699.00	289,798.45	45,027.50	✓	✓	
P0003792	MBA Animal Management Facility Flooring	Shade sail installation delayed until early to mid february due to weather conditions.	Jason Bromlow	Construction	35,000.00	0.00	21,537.62	13,462.38	✓	✓	
P00749	Aquatic Facility Upgrades & Splash Park	Works complete.	Jacqueline Perkowski	Completed	75,978.98	0.00	56,470.97	19,508.01	✓	✓	
P00793	MBA Women's Restroom Refurb	To be completed in conjunction with the Mareeba CBD Blueprint Project	Jacqueline Perkowski	Planning	269,585.62	0.00	0.00	269,585.62	✓	✓	
P00819	22/23 Shire Toilet Facility Repl Program	Arnold Park Toilet Repair/Refurbishment complete.	Catherine Harrison	Completed	18,424.85	0.00	6,079.87	12,344.98	✓	✓	
P00909	KDA Aquatic Cnt 25m Pool Aquaris Upgrade	Works to be undertaken last quarter 2024/2025 fin year.	Catherine Harrison	Procurement	60,553.59	0.00	0.00	60,553.59	✓	✓	
P00941	23/24 Park/Sporting LED Lights Arnold Pk	Planning to commence early February 2025.	Jason Bromlow	Design	51,909.23	0.00	(2,272.73)	54,181.96	✓	✓	
P00942	22/23 DIM Town Hall A/C/Solar/Lighting	Works completed.	Jacqueline Perkowski	Close Out	72,683.86	0.00	2,909.75	69,774.11	✓	✓	
Program: 18 - Non-Infrastructure 1					3,692,501.25	2,256,536.00	549,379.42	3,143,121.83	✓		
P0000946	Mba Cemetery New Mausoleum Wall	Practical completion reached. Awaiting list of invoicing from contractor.	Jason Bromlow	Close Out	112,219.79	0.00	112,219.79	0.00	✓	✓	
P0001079	23/24 IT Desktop Computer Refresh	Completed	Mr Roy Ladner	Close Out	5,423.00	0.00	5,423.00	0.00	✓	✓	
P0001080	23/24 IT Data Protection H/ware Refresh	Completed	Mr Roy Ladner	Close Out	29,010.00	0.00	29,010.00	0.00	✓	✓	
P0001081	23/24 IT Data Centre UPS Battery Refresh	In process	Mr Roy Ladner	Planning	21,554.16	0.00	0.00	21,554.16	✓	✓	
P0001085	Mba Cemetery Expansion Planning	Inception meeting held with Community Dep and Technical Services Team to commence layout development. Targeted for June 2025.	Samuel Wakeford	Planning	28,488.14	0.00	0.00	28,488.14	✓	✓	
P0001086	23/24 Christmas Decoration Renewal	Costs booked to operational	Rochelle Harding	Completed	24,530.52	0.00	0.00	24,530.52	✓	✓	\$20k worth of costs booked under operational
P0003684	MBA New Cemetery Lawn Plaque on Beam	Additional irrigation works to be undertaken	Darrin Hastie	Construction	20,000.00	0.00	15,391.08	4,608.92	✓	✓	
Program: 18 - Non-Infrastructure 1					3,692,501.25	2,256,536.00	549,379.42	3,143,121.83	✓		

Project Code	Project Description	Project Comment	Project Manager	Project Stage	FY Current Budget	FY Grants	FY Actual + Commitments	Budget Variance (\$)	Project Within Budget?	Project On Time?	Reason
:P0003716	MBA Smartnet GPS Base Replacement	Works Complete, capitalisation of project required.	Dane Craze	Completed	23,000.00	0.00	18,166.51	4,833.49	✓	✓	
:P0003717	KDA Heights Cemetery Lawn Plaque on Beam	Additional irrigation works to be undertaken	Darrin Hastie	Construction	20,000.00	0.00	10,166.25	9,833.75	✓	✓	
:P0003721	MBA Kowa St Depot Ricoh IMC 6010 Printer		Mr Roy Lidner	Completed	12,000.00	0.00	10,738.21	1,261.79	✓	✓	
:P0003754	Marceba CBD Blueprint	Aust plan Government deed of agreement executed. Milestone 1 submitted.	Jacqueline Perkowski	Planning	2,343,249.00	2,143,249.00	0.00	2,343,249.00	✓	✓	
:P0003775	QRREF Flood Intelligence Syst Dashboard		Kathryn Berda	Construction	119,250.00	113,287.00	122,250.00	(5,000.00)	⚠	✓	
:P000446	Kuranda New Cemetery	Works to provide turf section next to Gabion wall to be installed late February. Works identified to provide a barrier against ground scouring due to excessive rain events.	Jacqueline Perkowski	Construction	227,296.81	0.00	92,292.25	135,004.56	✓	✓	
:P000777	Telephone Handsets PABX Replcmt Prog	Project has yet to commence.	Mr Roy Lidner	Not Commenced	44,550.22	0.00	4,395.00	40,155.22	✓	✓	
:P000928	MBA Rankin/Kowa St Network Switches	Project has yet to commence.	Mr Roy Lidner	Not Commenced	63,854.53	0.00	0.00	63,854.53	✓	✓	
:P000932	MBA MIP Expansion	Masterplan at 70% design stage.	Samuel Wakeford	Design	598,075.08	0.00	129,327.33	468,747.75	✓	✓	
Program: 25 - General Forward Work											
:P0002991	DRW Anaroo Park Masterplan	Project proposals in master plan being scoped as project initiatives for Council's consideration for funding in future works programs.	Jacqueline Perkowski	Close Out	330.05	0.00	330.05	0.00	✓	✓	
Program: 26 - Water Forward Works											
:P0002688	WRW FY25/26 - Water Main Replacement		Morris Hamill	Design	1,010,701.00	1,005,701.00	68,821.00	941,880.00	✓	✓	
:P0002761	FY26/27 - MBA WTP Reservoir Upgrade	Design complete. Awaiting suitable funding.	Jason Bromlow	On Hold	1,005,701.00	1,005,701.00	63,921.00	941,780.00	✓	✓	
					5,000.00	0.00	4,900.00	100.00	✓	✓	
Program: 28 - Transp Forward Work											
:P0002055	DRW DIM Leaningham Ck Rd Widen & Seal	Design on TIDS projects to be programmed. Designs started, to be finalised prior to June 2025.	John De Blaze	Design	7,541.26	0.00	15,821.14	(8,279.88)	⚠	✓	
					7,541.26	0.00	15,821.14	(8,279.88)	⚠	✓	

6.3 AUDIT MATRIX REPORT

Date Prepared: 4 February 2025

Author: Manager Finance

Attachments: 1. Audit Matrix [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to present to the Audit Committee the Audit Matrix for the year ending 30 June 2025.

RECOMMENDATION

That the Audit Committee note the attached report and support officers in their endeavours to implement the suggested recommendations.

BACKGROUND

The Audit Matrix is a register of audits and their progress. It is a useful reporting and management tool that presents the key finding for Internal Audit projects, External Audits and Probity Audits.

For each of the key findings from an audit, the following details are recorded in the matrix:

- Details of the audit finding
- Audit recommendation to management
- Risk rating
- Responsible Officer
- Management agreed action
- Completion target date for each finding/Status
- Further comments or notes

A summary of the Audit Matrix which identifies the reviews undertaken, the actions taken, and the current status of each of the key findings is shown below. Further details are provided in the attachment to this report.

The only outstanding audit matters are those arising from the Final Audit as of 30 June 2024. Whilst two of the three items have already been completed the final matter is in progress. External auditors will sign these off following their onsite review.

7 INTERNAL AUDIT

7.1 THREE-YEAR STRATEGIC INTERNAL AUDIT PLAN 2025 - 2027

Date Prepared: 27 February 2025

Author: Director Corporate and Community Services

Attachments: 1. Three-year Strategic Internal Audit Plan 2025 - 2027 [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to present the Audit Committee with a proposed Three-year Strategic Internal Audit Plan, incorporating the annual internal audit plan for the financial year ending 30 June 2025.

RECOMMENDATION

That the Audit Committee endorse the proposed Three-year Strategic Internal Audit Plan, incorporating the annual internal audit plan for the financial year ending 30 June 2025.

BACKGROUND

Pacifica Chartered Accountants were appointed as Council's Internal Auditors on 11 October 2024 for the period 1 November 2024 to 31 October 2027.

In accordance with *Section 207 - Internal Audit of the Local Government Regulation 2012 (LGR 2012)*, Council is required through its Internal Audit provider, to:

- Prepare an internal audit plan after evaluating operational risks;
- Implement an internal audit plan;
- Undertake internal audit activities each financial year;
- Prepare and present an internal audit progress report among other things; and
- Monitor the implementation of the Internal Audit Plan (via the Audit Committee).

The Three-year Strategic Internal Audit Plan for FY2025 - 2027 was developed collaboratively with management taking into account Enterprise Risks, councillor requests, audit committee requests and operational risks as arise from time to time. It prioritises projects where management seeks assurance on the effectiveness of systems and controls, with a focus on reducing risks, maintaining compliance and enhancing operational performance, efficiency and effectiveness.

Each project focuses on key risk areas, aimed at providing assurance to the organisation and optimising effectiveness and efficiency of internal controls. The plan is designed to take a risk-based approach, ensure controls are operating as intended, as well as identify opportunities to streamline processes that may currently burden frontline officers, or the community, unnecessarily.

The draft Three-year Strategic Audit Plan for 2025-2027 is attached for consideration and discussion.

The proposed audit activity for the current financial year includes:

- Town Planning, Building and Plumbing – efficiency, effectiveness and performance focus.

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MAREEBA SHIRE COUNCIL

THREE-YEAR STRATEGIC INTERNAL AUDIT PLAN
INCORPORATING
ANNUAL INTERNAL AUDIT PLAN FY2025
FEBRUARY 2025

[FOR ENDORSEMENT AT MARCH 2025 MEETING]



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


1. BACKGROUND

The Internal Audit function is an essential component of Mareeba Shire Council's (Council) governance framework. It provides stakeholders assurance that the Council's business processes, practices, and key internal controls are functioning effectively and comply with organisational and legislative requirements.

By evaluating the application and effectiveness of existing systems and controls (risk treatments and control effectiveness), Internal Audit provides the Executive Leadership Team and the Audit & Risk Committee with insights into the reliability of current systems and processes. It also highlights gaps, risks, opportunities for improvement, and identifies root causes of issues.

Supported by legislation, the Internal Audit function is directed to examine, assess and evaluate the operational and financial control measures that Council has adopted, or plans to adopt, to manage business risks that have the potential to impact the achievement of Council's strategic objectives. In doing so, the Internal Audit function, in consultation with senior Council leaders, must consider these key risks, and determine where internal audit activity would benefit the organisation.

Council has an Internal Audit Policy to support the delivery of the Internal Audit function. In accordance with *Section 207 - Internal Audit of the Local Government Regulation 2012 (LGR 2012)*, Council is required through its Internal Audit provider, to:

-  Prepare an internal audit plan after evaluating operational risks [applied in development of this Strategic & Annual Internal Audit Plan].
-  Implement an internal audit plan [via the contracted Internal Audit Services provider].
-  Undertake internal audit activities each financial year.
-  Prepare and present an internal audit progress report among other things [Internal Audit reporting requirement to ARMIC].
-  Monitor the implementation of the Internal Audit Plan [via the Audit Committee].

2. PURPOSE AND COVERAGE – STRATEGIC INTERNAL AUDIT PLAN DEVELOPMENT & ANNUAL REFRESH

Council's Internal Audit function objectively evaluates internal controls over business processes, work practices, and systems. Reporting to the Chief Executive Officer and the Audit & Risk Committee, Internal Audit operates across all levels of the organisation, aiming to develop practical recommendations that enhance the adequacy and effectiveness of Council activities, operations, and procedures.

The Strategic and Annual Internal Audit Plan has been developed in compliance with the professional standards of the *Institute of Internal Auditors (IIA)* and meets the Annual Internal Audit planning requirements of the *Local Government Regulation 2012 (LGR 2012)*.

The Three-year Strategic Internal Audit Plan for FY2025 - 2027 was developed collaboratively in consultation with the Chief Executive Officer and the Director of Corporate & Community Services and an analysis of Council's Risk Registers. It prioritises projects where management seeks assurance on the effectiveness of systems and controls, with a focus on reducing risks, maintaining compliance and enhancing operational performance, efficiency and effectiveness.

Each project in the approved Internal Audit Plan focuses on key risk areas, aimed at providing assurance to the organisation and optimising effectiveness and efficiency of internal controls. The plan is designed to take a risk-based approach, ensure controls are operating as intended, as well as identify opportunities to streamline processes that may currently burden frontline officers, or the community, unnecessarily.

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The Internal Audit Plan will be reviewed annually to ensure it continues to address the organisation's most critical risk areas and provides assurance over the key risks facing the Council.

3. INTERNAL AUDIT PLANNING APPROACH USING COUNCIL'S RISK REGISTER OUTPUTS & SECTOR-WIDE RISK PERSPECTIVES

Council's strategic and operational risk registers were reviewed to support the development of this Internal Audit Plan by considering existing systems, processes and controls, that are implicitly relied upon by Council leadership to mitigate critical business risks. More broadly, Local Government sector risks were considered, together with Internal Audit's knowledge of the typical risks facing peer non-coastal Councils in regional Queensland.

Wherever possible internal audit activity that relates directly and/or indirectly to Council's most significant auditable risks forms the basis of projects in the Internal Audit Plan. By assessing the adequacy and effectiveness of existing systems and controls (Risk Treatments and Control Effectiveness) as they operate in practice on a day-to-day basis, the Internal Audit process can confirm, or otherwise, that risk mitigations and controls in place are working and reliable. It also identifies gaps in mitigation plans, provides an understanding of root-causes and highlights improvement opportunities.

3.1 Alignment and Prioritisation of Internal Audit Projects – Management initiatives

Management is best placed to continue to progress actions that strengthen existing systems and controls where known improvements are needed or commenced, including lower than expected (or unacceptable) effectiveness, or where further initiatives/management actions are required to move the risk to a more tolerable level.

It is important that the Internal Audit Plan recognises the work being undertaken and planned by management to reduce or mitigate risks, and allows enough time for these initiatives, systems and controls to be embedded before Internal Audit projects are scheduled to assess their effectiveness. Exceptions to this may include reviews designed to establish a baseline position and to measure future management initiatives, or to provide assurance that the implementation status or progress of an initiative is adequate and is achieving the desired objectives.

In developing the Internal Audit Plan, we focussed on those risks where the effectiveness of systems and controls are integral to reducing the potential severity of the risk and where internal controls were expected to be in place and operating. The most significant risks identified from our review of Council's Comprehensive Risk Register and discussions with Management underpinned the rationale for Internal Audit activity (Summary level Risk Aligned Plan).

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4. SUMMARY RISK ASSURANCE MAP ALIGNED TO STRATEGIC INTERNAL AUDIT PLAN

This diagram shows the alignment between the more significant risks to which Councils are exposed, and the proposed internal audit projects identified during consultation with management. Not all the key risks identified are auditable, or suitable for assessment by Internal Audit in the short to medium term as further management action is underway or required.

IA Coverage: ■ Direct | ■ Indirect

ALIGNMENT OF INTERNAL AUDIT EFFORT COUNCIL'S KEY STRATEGIC & OPERATIONAL RISK AREAS	FY2025		FY2026		FY2027	
	1. Town Planning, Building & Plumbing [Efficiency, Effectiveness & Performance focus]	1. Customer Services [Efficiency, Effectiveness & Performance focus]	2. Procurement Practices [Process Improvement & Compliance focus]	1. Customer Request Management Processes [Process Improvement & Compliance focus]	2. Facilities Management [Efficiency, Effectiveness & Performance focus]	
Health & Safety - Workforce & Community	✓			✓	✓	
Sustainability - Financial, Organisational, Economic & Environmental		✓	✓			
Infrastructure & Assets	✓		✓		✓	
Service Delivery Effectiveness & Continuity	✓	✓	✓	✓	✓	
Integrity, Ethics, Fraud & Corruption			✓			
Legal, Legislative, Policy, Procedure & Regulatory Compliance	✓	✓	✓	✓	✓	
People, Performance, Culture & Change Management	✓	✓		✓		
Information & IT Management & Security						
Reputational & Political	✓	✓	✓	✓	✓	
Macro, Natural, Economic and Geopolitical						
INTERNAL AUDIT PROJECT RISK ALIGNMENT	6	5	6	5	5	

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5. SUMMARY OF INTERNAL AUDIT EFFORT – THREE-YEAR STRATEGIC INTERNAL AUDIT PLAN

The Internal Audit activity will comprise the following components:

INTERNAL AUDIT ACTIVITY TYPE	DESCRIPTION OF ACTIVITY	INTERNAL AUDIT PLAN DAYS		
		FY2025	FY2026	FY2027
Designated Project Reviews	This Internal Audit Plan sets out the designated Internal Audit projects to be undertaken in each year. The specific projects to be performed each year are included in Section 5.1 of this document.	6 - 9	21 - 23	TBD
Audit Matrix – Progress validation	The Audit Issues Register is maintained by Council to track and monitor the implementation status of Management actions in response to findings raised by Internal Audit. Internal Audit has not performed any validation of the status of previously raised findings to provide assurance to the Audit Committee that the status of Management's actions is fairly reported. An estimate of the time required to complete this task can be provided if required.	If required		
Probity Services	Large-scale procurement can carry significant risks to Council. At times, an external independent Probity Advisor may benefit Council to mitigate some of the risks and ensure compliance. Pacifica has an independent Probity Advisory Service available to Council. Our tailored approach covers probity risks associated with the application of Sound Contracting Principles (LGAct2012) and provides assurance over: <ul style="list-style-type: none"> Fairness and impartiality Accountability and transparency of process Confidentiality and security of information and materials Effective management of conflicts of interest 	If required		
Special Projects & Hot Topics	Special projects are discrete reviews or investigations into specific activities/areas that are conducted in addition to the approved Internal Audit projects. Management from time to time may request that Internal Audit provide assurance or information on a specific topic. For Council, no internal audit effort has been budgeted for Special Project type projects in this Internal Audit Plan. Management will determine the appropriate method of engaging Internal Audit for any Special Projects required.	If required		
Internal Audit Planning and Coordination	The following activities are required to deliver an effective, integrated and credible Internal Audit function at Council: <ul style="list-style-type: none"> Formation of the Annual Internal Audit Plans in accordance with S.207 LGR2012 and the IIA Professional Stds Preparation for, and attendance at (in person or teleconference), Audit Committee Meetings, including Internal Audit Status Reporting. Liaison with External Auditors and/or third-party assurance providers where appropriate. Meetings with Internal Audit Sponsor or Executive Management as required. Annual Internal Audit Professional Standards Declaration, where required. 	5 <i>Incl 3-Year IA Plan Development & Risk Register Analysis</i>	5	5
TOTAL DAYS ALLOCATED TO INTERNAL AUDIT ACTIVITY PER YEAR		11 - 14	26 - 28	TBD
PROPOSED INTERNAL AUDIT FUNCTION BUDGET – EXC GST		\$20,000	\$40,000	TBA

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5.1 PROJECTS - ANNUAL INTERNAL AUDIT PLAN FY2025

The following tables set out an overview of each project proposed in each year of the Internal Audit Plan, together with their objectives which were determined in consultation between the Executive Team and Internal Audit.

For each project, we have included an overview of the project objective and an estimated number of days to complete.

The projects that are included in Year 2 and Year 3 of this Strategic Internal Audit Plan are subject to an annual review process to ensure they remain relevant. This may involve revision of planned projects and re-prioritisation, where appropriate, to meet the changing needs of the organisation.

Audit Activity	Overview of project scope	Proposed Days
FY2025 [YEAR 1]		
1. Town Planning, Building & Plumbing <i>[Efficiency, Effectiveness & Performance focus]</i>	Town Planning, Building & Plumbing services provided by Council are public facing. They can be complicated to navigate for community members who have never or rarely engage with these parts of Council business. None-the-less Council has legislative and community safety obligations that must be abided by with sufficient controls and documentation, among other things, to ensure transparency in decision making, remain compliant with often onerous legislation, safeguard provision of rateable services and provide equitable access to Council infrastructure. At the same time, Council has limited resources and often high service level expectations. To make these processes as straightforward as possible, and encourage development and activity within the region, this project will establish whether improvement to processes can be made to streamline activities and manage expectations to make these services accessible and navigable by the community.	6 – 9
Proposed level of Internal Audit effort – days (Project Days only) – ESTIMATE ONLY		6 – 9

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5.2 INDICATIVE PROJECTS – ANNUAL INTERNAL AUDIT PLAN FY2026 [FOR DISCUSSION AND APPROVAL IN ADVANCE OF YEAR 2]

To provide flexibility in the Internal Audit Plan and attempt to foresee the upcoming preferences of the organisation, options have been introduced into the out-years of the Internal Audit Plan.

Audit Activity	Overview of project scope	Proposed Days
FY2026 [YEAR 2]		
1. Customer Services <i>[Efficiency, Effectiveness & Performance focus]</i>	While there are obligations on Council to perform its varied services in certain ways to demonstrate proper procedures, risk management, accountability, transparency and due process, over time it is opportune to reflect on existing practices with a view to modernising activities and consider how to improve the customer experience or reduce unproductive activities and waste. The Customer Service operations of Council are well established, and management consider that the well-established practices and procedures may benefit from a review that focused on procedural efficiency and effectiveness both internally and for the customer interaction.	9 - 10
2. Procurement Practices Compliance & Process Controls Effectiveness <i>[Process Improvement & Compliance focus]</i>	Procurement and use of Contractors is a highly logical and well scrutinised activity by members of the Community. It also carries strict legislative compliance obligations that Council must comply with, some of which are complex, time-consuming and do not always fit the dynamic nature of local government. Internal Audit has performed special projects in recent years over certain elements of specific Council procurement activities, however an end-to-end review of procurement practices and internal control effectiveness has not been performed for at least 3 years. None-the-less Procurement carries significant reputational risk to Council, and because it has been some time since Council has had its fundamental procurement practices reviewed, it is considered appropriate timing to conduct an independent Internal Audit.	12 - 13
Proposed level of Internal Audit effort – days (Project Days only) – ESTIMATE ONLY		21 – 23

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Three-year Strategic Internal Audit Plan, incorporating the FY2025 Annual Internal Audit Plan
February 2025



5.3 INDICATIVE PROJECTS – ANNUAL INTERNAL AUDIT PLAN FY2027 [FOR DISCUSSION AND APPROVAL IN ADVANCE OF YEAR 3]

Audit Activity	Overview of project scope	Proposed Days
FY2027 [YEAR 3]		
1. Customer Request Management Processes <i>[Process Improvement & Compliance focus]</i>	The Community contacts Council in numerous ways to make requests, report or request information, and register complaints. The accuracy and timeliness of Council's response impacts its reputation and the customer experience. The Customer Request Management outcomes and swift resolution is highly reliant on the effectiveness of internal processes, systems and practices, including interactions by Council staff with members of the community. This review will cover the end-to-end Customer Request Management process and practices across the organisation, from the first point of contact to the operational area resolution and close-out.	13 - 17
2. Facilities Management <i>[Efficiency, Effectiveness & Performance focus]</i>	Council has a large number of buildings and facilities, some of which are community use assets. Enabling the community to interact as desired, and safely, as well as maintaining the operational standard of Council's asset requires a balance of compliance, active management and community accessibility. Sometimes, the balancing of Council's risk, community safety and community access can result in overly complicated and potentially unnecessary processes causing frustration for both Officers and members of the public. To ensure that Council is achieving the optimum level of risk coverage, maintaining appropriate compliance requirements which enable and facilitate easy community access, the day-to-day practices are considered to benefit from an independent perspective from Internal Audit.	11 - 14
Proposed level of Internal Audit effort – days (Project Days only) – ESTIMATE ONLY		24 - 31

[CONTINUES NEXT PAGE]





Mareeba Shire Council
Three-year Strategic Internal Audit Plan, incorporating the FY2025 Annual Internal Audit Plan
February 2025

5.4 FY2027 INTERNAL AUDIT PLAN DEVELOPMENT – POSSIBLE PROJECT OPTIONS & EMERGING RISK AREAS – SUBJECT TO ANNUAL REFRESH

Below are the other projects or areas that arose from consultation with management in December 2024. As part of the standard annual Internal Audit Plan review process, these will be considered for inclusion in Year 3. The projects agreed to benefit Council specified in Year 1 and Year 2 above, were considered to warrant prioritisation over those listed below. These projects may form the basis for the annual planning process expected to commence in Q4 FY2026 about the FY2027 Annual Internal Audit Plan:

Efficiency, Effectiveness & Performance focus:	Compliance & Process review focus:
<ul style="list-style-type: none"> Regulatory Services Technical Services Data Analytics – Fraud Red Flags (Procurement Payables Payroll) 	<ul style="list-style-type: none"> Workplace Health & Safety Systems Certified Agreement Entitlements & Wage Rate Review Asset Management Maturity Assessment Project Management Framework and Maturity Assessment Business Continuity Management HR Onboarding and Offboarding Practices Water Management Process – Reliable, safe, cost effective Plant & Fleet Management

[DOCUMENT ENDS]



8 GOVERNANCE AND RISK MANAGEMENT

8.1 MSC ANNUAL REPORT 2023/24

Date Prepared: 4 February 2025

Author: Manager Finance

Attachments: 1. Mareeba Shire Council Annual Report 2023-2024 [↓](#)

EXECUTIVE SUMMARY

The *Local Government Regulation 2012* requires that each local government must prepare an annual report for each financial year and must adopt the annual report within one (1) month after the day the auditor-general gives the auditor-general's audit report about the local government's financial statements for the financial year to the local government.

RECOMMENDATION

That the Audit Committee note the MSC Annual Report for the 2023/24 Financial Year.

BACKGROUND

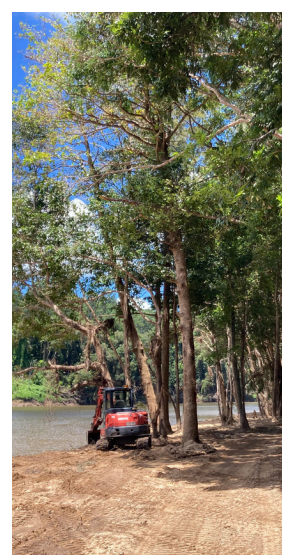
Council is required by section 182 (2) of the *Local Government Regulation 2012* to prepare and adopt an annual report. Adoption of the annual report is required within one (1) month of receiving the Auditor-General's final sign off of the audited annual financial statements.

For the 2023-24 financial year, the Auditor-General signed off on the annual financial statements on 3 October 2024, with a request to review the Draft Annual Report prior to Council adoption. The Annual Report was subsequently adopted by Council on 16 October 2024 and made publicly available on Council's website.

Council recently received positive feedback from the Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) regarding the Annual Report. The Department also requested to use it as an example of best practice.



2023-2024 ANNUAL REPORT





Chillagoe Town Mural by artist Lavinia Letheby

The mural draws inspiration from Chillagoe's rich cultural heritage and its unique environment, featuring the limestone karst and caves.

Traditional owners requested the inclusion of Balancing Rock and the sea eagle, both of which hold cultural significance for the Wakaman People.

Additionally, the mural references the region's tin mining heritage and highlights the ongoing importance of the cattle industry, particularly the vital role played by First Nations stockmen.

Located behind the war memorial, the mural also pays tribute to the military service of Chillagoe residents.

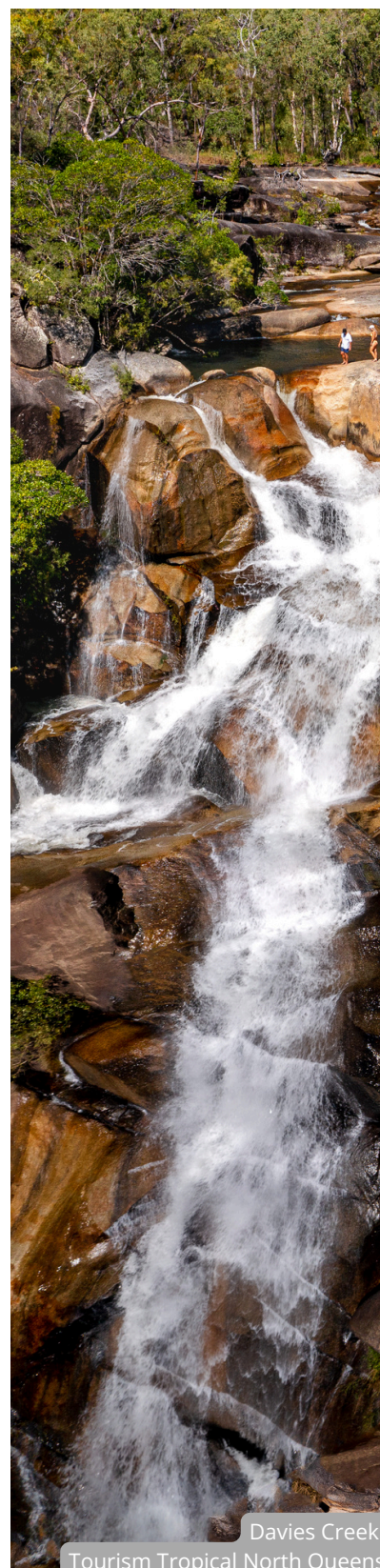
Funded by the Council's Regional Arts Development Fund (RADF) Program, this was the sixth mural created under the Public Mural Action Plan.

RADF is a partnership between the Queensland Government and Mareeba Shire Council, aimed at supporting local arts and culture in regional Queensland.



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Introduction

The 2023/24 Annual Report serves as a key communication tool, demonstrating how the council is fulfilling its commitment to the community by progressing the strategic priorities in our Corporate Plan 2021 – 2025 as well as achieving our Operational Plan objectives for 2023/24.

This report reflects upon Council's efforts in governance and service delivery, helping ensure ongoing community trust and support by providing mandatory statutory and annual financial reporting requirements.



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

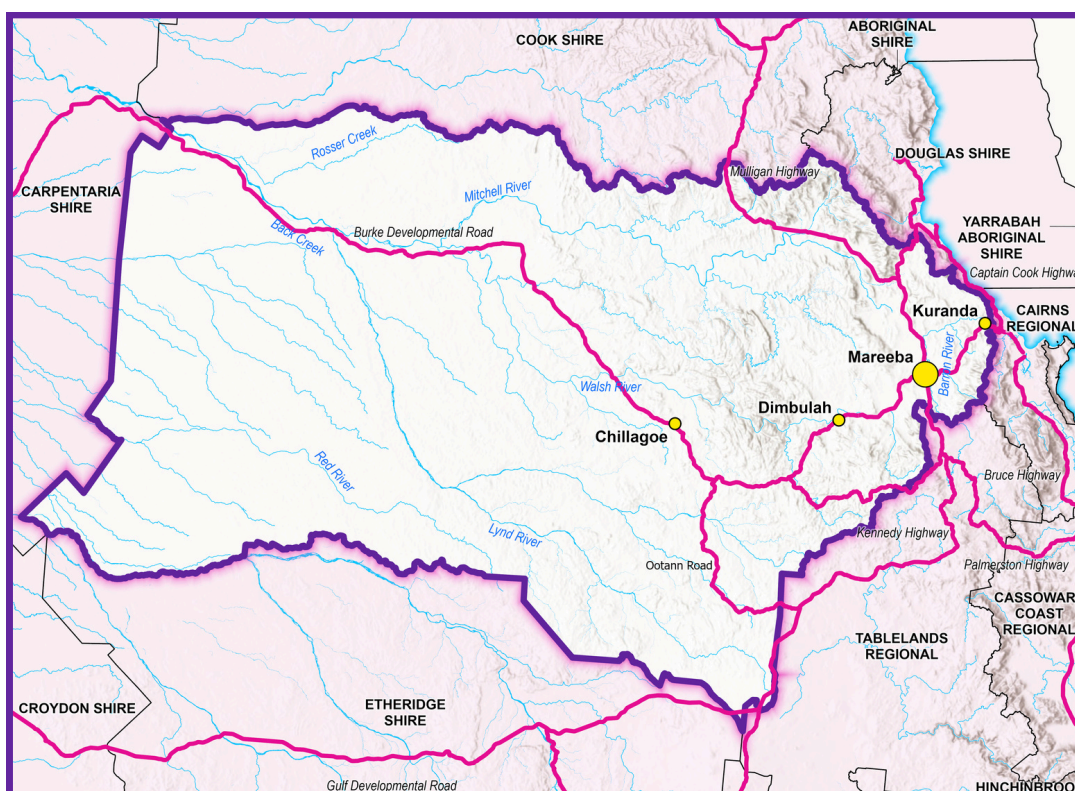
Our Shire

Mareeba Shire is an economically and socially diverse region with a population of 23,702. The primary regional centre is Mareeba, followed by Kuranda, with smaller communities at Chillagoe, Dimbulah, Bibbohra, Koah, Speewah, Mutchilba, Irvinebank, Julatten and Mount Molloy. Mareeba is now the largest town outside of Cairns in Far North Queensland, acting as a vital transport and services hub for Northern Australia, including Cape York Peninsula and Gulf of Carpentaria regions.

Mareeba Shire is in proximity to two World Heritage Areas, the Great Barrier Reef and Wet Tropics, and is less than an hour's drive to Cairns International Airport. It stretches across the base of Cape York Peninsula, and comprises rural and remote agricultural communities, Indigenous communities, and tourism destinations.

Mareeba Shire has a total land area of 53,547 km² and boasts up to 300 sunny days a year and access to reliable water (Tinaroo Dam) enabling a wide range of high quality produce to be grown year round.

Mareeba Shire Council's vision is to deliver a "growing, confident, and sustainable Shire." Council is committed to building the local economy, attracting visitors to the Mareeba area, enhancing the profile and liveability of the Mareeba region, and fostering pride in our community for all residents. Local government investment in industrial land and commercial aviation park, further supports future growth for the Mareeba Shire and its broader region.



Mareeba Shire Council Local Government Area

Mareeba Shire at a Glance



23,702

Residents



52.9% 47.1%

Male Female



14.3%

Aboriginal & Torres Strait
Islander Population



75

Cultural
Associations and
Ethnic Backgrounds

43

Median Age



10%

use a language
other than
English at home



\$1,201

Median Weekly
Household
Income



\$440 \$320

House Unit
Median Weekly Rent



\$1.47 Billion

Gross Regional
Product year ending
30 June 2023



2,209

Local Businesses



**Agriculture,
Forestry and
Fishing**

Largest Industry



Mareeba Shire Council Annual Report 2023-24

Page 3

Council Service Key Statistics



WATER

Water mains maintained
233km

Water connections
5,678



WASTE

Waste disposed at Mareeba landfill
4,358t

Recyclable materials collected
3,104t



WASTE-WATER

Sewer mains maintained
142km

Household connections
3,875



ROADS

Total Shire Roads
2,302km

Unsealed Roads
1,639km



DEVELOPMENT APPROVALS

Dwellings approved
127

Planning Development Applications
54



REGULATORY SERVICES

Dogs registered
4,092

Environmental Health Officer Inspections
189



BUILDING

Value of residential approvals
\$44,574,476

Value of non-residential approvals
\$11,924,851

Total number of building approvals
329



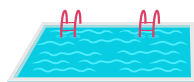
LAND PROTECTION

Roadside treatment
5,800km

Weed treatment area
3,900ha

Properties treated for vertebrate pests
80

Council Service Key Statistics



FACILITIES

Swimming pool admissions
49,372

Public halls usage
1,886

Caravan Park site rentals
27,360



LIBRARIES

Membership
8,324

Visitors
In Person **59,973**
Online **24,714**

Items borrowed
91,790



CUSTOMER SERVICE

Council website visits
(sessions)
140,113

Call centre calls received
17,934

Customer requests created
11,428



VISITOR INFORMATION CENTRES

Visitors
164,308

Volunteer hours
16,947



ECONOMY

Land Sales at Mareeba
Industrial Park
\$1,029,210



OPEN SPACES

Parks, gardens and open
spaces maintained
252ha



COMMUNITY

Community Groups &
Organisations Supported
100

Regional Arts Development Fund
Contribution
\$50,990

Community Partnerships Program
\$428,149

Subsidised Land and Facilities for
Community Groups
51



Mayor and CEO Update

As we reflect on the past year, we are proud to present the Mareeba Shire Council's Annual Report for 2023/24.

Our \$34.5 million capital works program was a cornerstone of our efforts this year. The Australian and Queensland governments provided \$22.8 million, a crucial investment for the renewal of existing assets, including \$7.67 million allocated to transport infrastructure, \$5.69 million for wastewater infrastructure, and \$2.63 million for water infrastructure.



Additionally, we dedicated \$4.5 million to enhance community facilities and active recreation assets. One of Council's major projects was the Southern Bicentennial Lakes Precinct, which introduced new amenities including a toilet block, playground, and pump track in Mason Street, Mareeba.

This reporting period has been a significant time for our community. The impact of Tropical Cyclone Jasper and the devastating flood event in December 2023 presented significant challenges for our Shire. With over 900 calls and 185 requests for assistance during the event, we faced unprecedented requests for support. More than half of our Shire's road network was affected, as well as critical infrastructure, underscoring the severity of this weather event.

In addition, the Australian economy faced substantial inflationary pressures, peaking at 7.8%. This economic climate affected our Council in several ways, including increased costs for materials and services from contractors and suppliers. Despite these challenges, our focus remained on delivering essential services that impact everyday life for our residents.

The Queensland Audit Office (QAO) identify only 29 local governments in Queensland (out of 77) as at 30 June 2023, that are not at risk of being financially unsustainable. It is pleasing to report that Mareeba Shire Council is among the 29 local governments. This achievement has been the focus of Council since January 2014.

In March 2024, we welcomed a new Council, with Cr Amy Braes, Cr Nipper Brown, and Cr Ross Cardillo joining Cr Kevin Davies, Cr Mary Graham, and Deputy Mayor Cr Lenore Wyatt, under the continued leadership of Mayor Angela Toppin AM. Our new Council remain dedicated to our vision of being "a growing, confident and sustainable Shire," and this is reflected in the dedication of both our Councillors and Staff.

I would like to extend our heartfelt thanks to the outgoing Councillors—Lachlan Bensted, Danny Bird, and Mario Mlikota—for their dedicated service during the 2020-2024 term.

Our Councillors

Mareeba Shire Council consists of the Mayor and six Councillors who are elected by the community every four years to represent the views of residents within the shire.

Each of the Councillors participate in community committee groups allowing them to stay connected with various community sectors, ensuring that the council remains responsive to local needs and concerns.

Cr Angela Toppin AM, Mayor

- Far North Queensland Regional Organisation of Councils FNQROC (Acting Chair)
- FNQROC Regional Strategic Waste and Materials Recovery Framework Advisory Group (Chair)
- Local Government Association of Queensland, Policy Executive for District 10
- Local Disaster Management Group (Chair)
- Mareeba District Disaster Management Group
- Regional Arts Development Fund (Chair)
- Tinaroo Water Committee
- North Queensland Council of Mayors



Cr Lenore Wyatt, Deputy Mayor

- Irvinebank Progress Association
- Local Authority Waste Management Advisory Committee (LAWMAC)
- Local Disaster Management Group (Deputy Chair)
- Mareeba Heritage Centre Management Committee
- Regional Arts Development Fund
- Great Wheelbarrow Race Organising Committee (Proxy)
- Far North Queensland Regional Organisation of Councils FNQROC (Proxy)
- Mareeba Area Fire Management Committee (Proxy)
- North Queensland Council of Mayors (Proxy)
- Traffic Advisory Committee (Proxy)
- Local Tourism Organisation (Chair)



Cr Amy Braes

- Local Disaster Management Group Environment/Infrastructure
- Small Business Friendly Council
- Speewah Residents Group (SRG)
- FNQ Regional Roads Group (Proxy)
- Kuranda Interagency Networks (Proxy)
- Local Authority Waste Management Advisory Committee (LAWMAC) (Proxy)
- Reef Guardian (Proxy)



Cr Nipper Brown

- Chillagoe Alliance
- Julatten and Molloy Association of Ratepayers and Residents (JAMARR)
- Kuranda Interagency Networks
- Local Disaster Management Group Community Support
- Mareeba Area Fire Management Committee
- NQ Sports Foundation
- Pest Advisory Committee
- FNQROC Natural Asset Management Advisory Committee (Proxy)
- Northern Gulf Resource Management Group (Proxy)
- Speewah District Residents Association (SDRA) (Proxy)



Cr Ross Cardillo

- Barron Catchment Care
- FNQROC Natural Asset Management Advisory Committee
- LDMG Health and Environment
- Northern Gulf Resource Management Group
- Reef Guardian
- Collaborating for Inclusive outcomes in Mareeba (Proxy)
- Mareeba Chamber Commerce Sub Committees (Proxy)
- Mareeba Multicultural Festival Committee (Proxy)
- NQ Sports Foundation (Proxy)
- Pest Advisory Committee (Proxy)
- Tinaroo Water Committee (Proxy)



Cr Kevin Davies

- Audit Committee
- Crime Stoppers
- Davies Park Sporting Precinct Committee
- Great Wheelbarrow Race Organising Committee
- FNQ Regional Roads Group
- Local Disaster Management Group (Deputy Chair)
- Mareeba Chamber Commerce Sub Committees
- Traffic Advisory Committee
- Chillagoe Alliance (Proxy)
- Irvinebank Progress Association (Proxy)
- Mareeba District Disaster Management Group (Proxy)
- Mareeba Liquor Industry Action Group (Proxy)

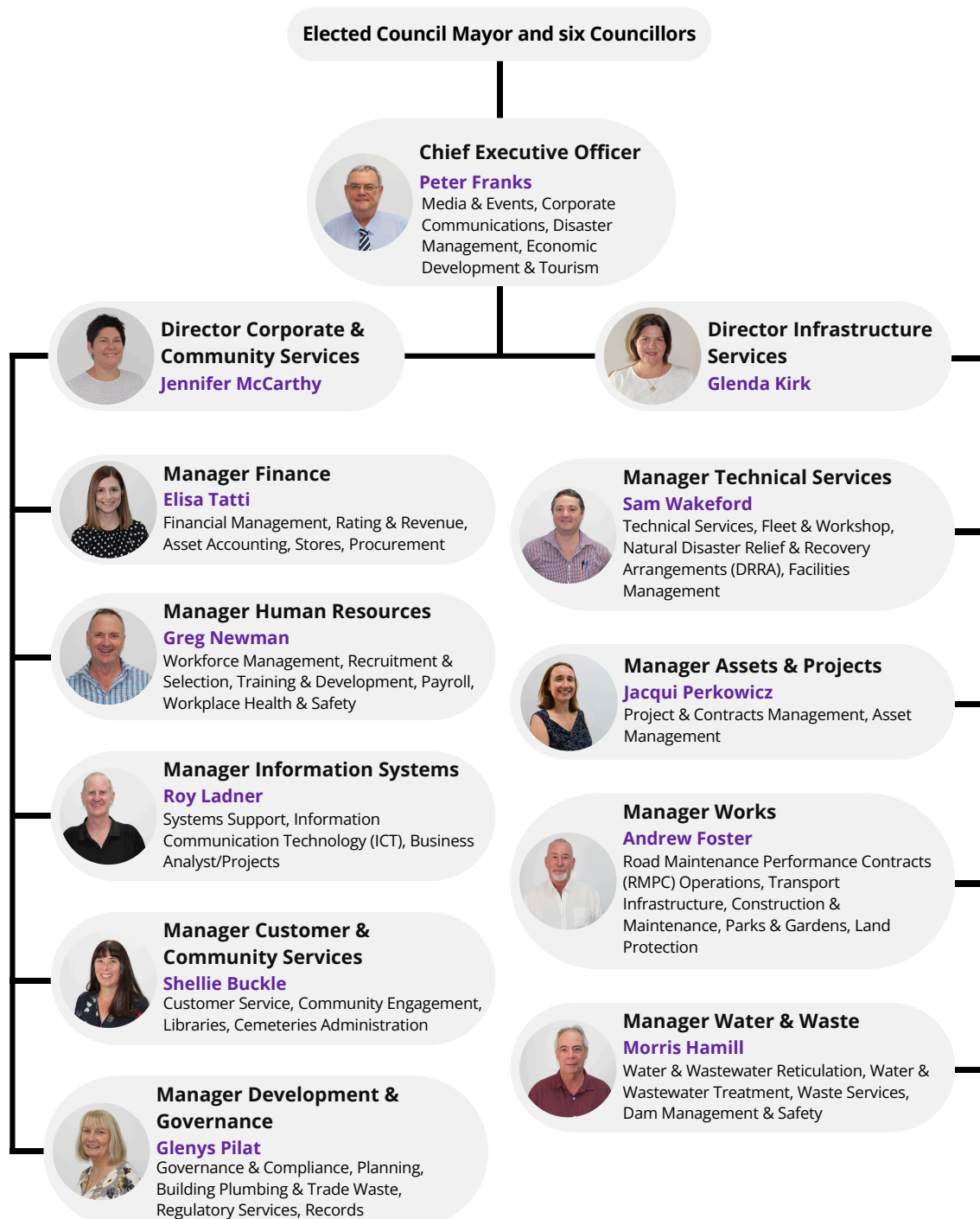


Cr Mary Graham

- Audit Committee
- Collaborating for Inclusive outcomes in Mareeba
- Flexichoice
- Local Disaster Management Group Economic Development
- Mareeba Liquor Industry Action Group
- Mareeba Multicultural Festival Committee



Corporate Structure



Vision, Mission, Values and Strategic Priorities (Corporate Plan 2021-2025)

Our Vision

A growing, confident and sustainable Shire.

Our Mission

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

Our Values

Sustainable
United Team
Customer Focused
Community Partnerships
Ethical Conduct
Striving to be better
Skilled Workforce

Our Strategic Priorities

Financial Sustainability

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

Community

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

Transport and Council Infrastructure

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

Economy and Environment

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

Governance

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

Corporate Plan Progress

It is a mandatory requirement under section 165 of the *Local Government Regulation 2012* for a Council to prepare and adopt a Corporate Plan. The Corporate Plan shall be for a period of five years and will remain in force for the specified period of the plan or until the earlier adoption of a new plan.

The Corporate Plan 2021 – 2025 was adopted on 16 December 2020 to provide the strategic direction for Mareeba Shire Council to achieve its vision for the future of the local government area.

The five Strategic Priorities identified in the Corporate Plan 2021 – 2025 are – Financial Sustainability; Community; Transport and Council Infrastructure; Economy and Environment; and Governance.

An Annual Operational Plan is prepared and adopted detailing the activities and projects planned to achieve Council's goals. The Annual Budget provides the funding and resources to meet the objectives of the Operational Plan.

An assessment of the Council's performance in implementing its Operational Plan is reported quarterly and in Council's Annual Report.

Financial Sustainability

Mareeba Shire Council is committed to operating in a cost-effective manner while managing its assets and reserves to ensure a sustainable future for the community.

An organisation-wide project initiated in March 2022 aimed to identify key opportunities, efficiencies, and cost savings, thereby minimising potential financial burdens on residents. This project was successfully completed in January 2024, addressing 436 suggestions. The Council expresses gratitude for the dedication and support of staff in identifying and implementing these improvements.

The Council remains focused on financial sustainability to manage anticipated developments and mitigate potential financial shocks. The importance of Asset Management Plans and the Long-Term Financial Forecast enables the Council to meet both current and future commitments. A report from the Queensland Audit Office, tabled on 29 January 2024, indicated that 48 out of 77 councils are at risk of financial unsustainability; however, Mareeba Shire is not among those at risk.

During the year, the Council faced significant cost increases stemming from the global economic crisis. Despite this challenge, the Council maintained its commitment to the Long-Term Financial Plan, focusing on core business operations and effective asset management. The rise in costs prompting an update to the Long-Term Financial Plan to reflect these adjustments.

The Council has consistently received unqualified audit opinions from external auditors, demonstrating prudent financial management. Budgeting and rate increases are prepared conservatively, and regular monthly reporting ensures the Council remains focused on making informed and sustainable financial decisions.

Financial Sustainability A Council that continuously operates in a cost effective manner while managing council's assets and reserves to ensure a sustainable future.		
Category	Strategic Priorities	Major Achievements
FIN1	Long-Term Financial Plan that supports effective and sustainable financial management <ul style="list-style-type: none"> • Maintain and enhance long-term financial plan • All decisions should support Council's strategic direction of financial sustainability 	<ul style="list-style-type: none"> • QAO Audit outcomes indicate positive sustainability results • 10-year Long Term Financial Plan in line with Long Term Asset Management Plan • Ratio benchmark targets all achieved
FIN2	Effective and sustainable financial management <ul style="list-style-type: none"> • Optimise Council's revenue, based on realistic and equitable policies and practices, and consider opportunities for non-rate revenue sources • Commitment to continuous improvement in all operations to ensure financial sustainability 	<ul style="list-style-type: none"> • Workforce Efficiencies and Cost Savings completed • Review of Procurement Policy and continuous monitoring and use of electronic tendering (Vendor Panel)
FIN3	Effective business management <ul style="list-style-type: none"> • Further develop and implement business practices including information and technology solutions, that meet corporate and customer needs 	<ul style="list-style-type: none"> • Enhancements and technology updates implemented across Technology One suite • Implemented new payment platform for animal registrations and rates payments
FIN4	A skilled and sustainable workforce <ul style="list-style-type: none"> • Continue to promote a 'safety first' environment • Enhance an organisational culture which reflects shared vision and values • Continue to provide appropriate development opportunities and ensure transmission of corporate knowledge between staff • Continue to build effective leadership and management capability 	<ul style="list-style-type: none"> • Workforce Training delivered • Leadership Training program provided to all supervisors and coordinators across Council • Completed final recommended actions from 2022/23 Safety System external audit • Council has an established and mature safety management system covering seven elements including policy, system planning, risk management and control, monitoring and review

Community

In 2023/24, Mareeba Shire undertook significant initiatives aimed at informing and engaging with the community, supporting and encouraging effective partnerships and enhancing community resilience.

The impact of Tropical Cyclone Jasper was profound, prompting the launch of the video series titled **'Stories of Jasper.'** This series showcases the experiences of residents and highlights the support provided by organisations and volunteers during the recovery process. The initiative aims to foster preparedness among residents and to restore hope in the face of adversity.

The Council's ongoing implementation of the Parks and Open Spaces Three-Year Action Plan resulted in notable improvements for the community. A key highlight was the **Bicentennial Lakes Revitalisation Project**, which introduced a new active recreational space featuring a pump track, picnic shelters, and play structures. These facilities quickly became a popular destination for families. Additional enhancements included the construction of a half basketball court in Chillagoe, a new pump track in Dimbulah, and upgrades to park facilities at Bill Newburn Park and Roscommon Park.

In January, the Council adopted the **Local Housing Action Plan (LHAP)**, addressing the local housing crisis through a comprehensive community approach. This plan focuses on critical issues such as supply, diversity, access, and affordability, with particular emphasis on social housing and support for the aging population.

The Council also continued to support the arts, culture, and recreation sectors through the **Community Partnerships Program (CPP)** and the **Regional Arts Development Fund (RADF)**. Financial support for local sporting, recreational, and cultural initiatives was maintained, and the adoption of the **RADF 2024-2028 Program** aims to further enhance local arts and culture while stimulating economic development.

Furthermore, the Council placed significant emphasis on improving relationships within the **Pacific Australia Labour Mobility Scheme**, advocating for better collaboration among Pacific workers, approved employers, and local communities to address social and behavioural impacts.

Mareeba Shire's involvement in the 2024 **North Queensland Games** showcased the participation of local athletes from across the region in a competition hosted by the Mareeba Gymnastic Club.

Council continued to make use of social media platforms to inform residents about Council initiatives, projects and events throughout the year, reinforcing community connection and engagement.



Chillagoe basketball court



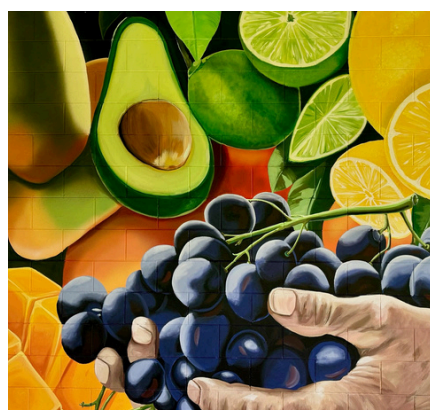
Bicentennial Lakes gully shaping



Irvinebank picnic shelter

Community An informed and engaged community which supports and encourages effective partnerships to enhance the liveability of the shire.		
Category	Strategic Priorities	Major Achievements
COM1	An engaged community <ul style="list-style-type: none"> Continue to assist the community to build its capacity to develop the area of arts, culture and heritage to enrich lifestyles and encourage economic development Encourage and support community organisations to enhance their sustainability Support key community events Inform and engage with the community regarding Council's operations 	<ul style="list-style-type: none"> Murals completed in Mareeba, Chillagoe and Mutchilba under the Public Mural Action Plan RADF funded program Five community Regional Arts Development Fund applications awarded (\$12,630) Fifty nine letters of grant support provided to not-for-profit organisations Financial support of more than \$44,000 for successful major events such as Savannah in the Round, Mareeba Rodeo, Far North Nomads Christmas in July, Mareeba Field Days and other smaller festivals in Chillagoe, Dimbulah and Irvinebank 73 distinct community engagement activities Social media growth was seen in the interaction with content and link clicks, for example, content interaction on Facebook increased by 110% and link clicks by 75%
COM2	An active, safe and healthy community <ul style="list-style-type: none"> Ongoing strategic planning for recreation opportunities in consultation with key stakeholders Advocate and promote community initiatives that support an active and healthy lifestyle Advocate and promote community safety and other community services 	<ul style="list-style-type: none"> Dimbulah pump track opened Mason Street Mareeba playground and pump track opened Half-basketball court opened at Chillagoe Collaborating for Community Safety meetings held Local sporting club participation in 2024 North Queensland Games supported Free aqua aerobic classes held for seniors in conjunction with North Queensland Sports Foundation Community safety advocacy undertaken to highlight issues with services to support family and domestic violence, the Pacific Australia Labour Mobility (PALM), youth crime and under-resourced local police stations A masterplan for Amaroo Park developed in collaboration with the community

Category	Strategic Priorities	Major Achievements
COM3	<p>A community being prepared and resilient to emergencies and disasters</p> <ul style="list-style-type: none"> Ensure the LDMG enables Council and the community to be prepared for, mitigate, respond to, and recover from disasters Support the Local Disaster Management Group to ensure effective decision-making during disaster events Partner with community stakeholders to build community resilience for emergencies and disasters 	<ul style="list-style-type: none"> Council received over 900 calls, with 185 requests for emergency assistance, during the aftermath of Tropical Cyclone Jasper and associated rainfall and flooding Local and District Disaster Management Groups and subgroups met Get Ready Queensland activities held in Mareeba, Dimbulah, and Kuranda LDMG and Community Support Subgroup stood up to respond to Tropical Cyclone Jasper Disaster recovery hubs held in Bibbohra, Koah, Kuranda, Mt Molloy and Mareeba Community Recovery Connect officer meetings with Mareeba Community Centre and Kuranda Neighbourhood Centre Draft Jasper specific recovery plan prepared Fire mitigation strategy implemented



Mareeba Shire Council Annual Report 2023-24

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Transport and Council Infrastructure

Mareeba Shire Council is dedicated to providing quality services and infrastructure for its growing community, guided by sound asset management principles.

The current and future needs of the community drive the Council's priorities and strategic direction. The Council expresses deep gratitude to both the State and Federal Governments for their grant funding, which has been instrumental in enabling the delivery of essential infrastructure and services. These partnerships underscore the collective impact of collaborative efforts in supporting community liveability and growth.

This spirit of collaboration has resulted in infrastructure improvements that resonate with the needs and aspirations of residents and visitors alike. The Council is committed not only to enhancing physical assets but also to improving the overall livelihood of the community and attracting visitors. The Council's unwavering belief in responsible asset management has prioritised the renewal and upgrade of existing infrastructure. This focus ensures that the community benefits from functional, reliable, and efficient services.

Despite the challenges posed by Tropical Cyclone Jasper and subsequent weather events, the 2023/24 period has seen continued enhancements to the community through effective infrastructure management and development. With a renewed emphasis on resilience and betterment, the Council conducted inspections and emergency works across 212 shire roads, which constitutes over half of the road network. Additionally, ongoing management of water and wastewater impacts is being addressed in various locations.

Looking ahead, the Council remains committed to enhancing community liveability by implementing the Parks and Open Spaces Strategy. The **Bicentennial Lakes Revitalisation Project** serves as a prime example of how community engagement and thoughtful planning can create popular gathering spaces for families, further reflecting the Council's dedication to fostering a vibrant community.



Euluma Creek Road, Julatten



Mareeba Water Treatment Plant

Transport and Council Infrastructure The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.		
Category	Strategic Priorities	Major Achievements
TCI1	Sustainable Infrastructure for the future <ul style="list-style-type: none"> • Implement, maintain and enhance Asset Management Plans • Operate, maintain, upgrade, renew and review existing Council infrastructure in accordance with Long Term Asset Management Plan • Maintain Council infrastructure that not only sustains industry and development, but also supports future growth of the region • Where possible develop infrastructure to mitigate against future severe weather events • Support and improve Council's business performance using appropriate information and communication technologies 	<ul style="list-style-type: none"> • Review of Long Term Asset Management Plan • Continued implementation of Asset Management Sub Plans • Successful grant applications to renew and upgrade assets • Completed Bicentennial Lakes Gravity Sewer Main project to provide future capacity for wastewater • Finalised new project management system to streamline prioritisation and delivery of capital works projects
TCI2	Deliver safe and effective transport networks <ul style="list-style-type: none"> • Maintain and develop close and productive working relationships with relevant stakeholders • Advocate for improved and enhanced connectivity through the State and Federal governments 	<ul style="list-style-type: none"> • Road widening project at Springmount Road to improve heavy vehicle safety • Gully Betterment pilot program approved by Queensland Reconstruction Authority to rebuild more resilient public assets • Continued implementation of Walking Network Plans for Mareeba and Kuranda, following community engagement to develop Priority Works Programs • Advocacy continues for Mareeba Heavy Vehicle Bypass by Queensland Government

Category	Strategic Priorities	Major Achievements
TCI3	<p>Securing and managing water resources</p> <ul style="list-style-type: none"> Promote and advocate for a secure water supply to meet future needs Maintain safe and reliable drinking water supply 	<ul style="list-style-type: none"> Participation in the development of the Tablelands Regional Water Strategy led by Queensland Government to identify future bulk water supply options in the region Continue to implement the 10-year Shire-wide water main replacement program which commenced in 2019 Works continuing for critical upgrades of the Mareeba Water Treatment Plant
TCI4	<p>Public spaces and facilities</p> <ul style="list-style-type: none"> Encourage partnerships with community, private sector and government to better utilise Council facilities and spaces Provide strategically located open spaces, parks and other facilities, to encourage active communities and support quality of life Support sporting organisations in providing opportunities for physical activity Continue to enhance the visual appeal to improve liveability and amenity of the Shire 	<ul style="list-style-type: none"> Continued implementation of the Parks and Open Spaces Three-year action plan Undertook community engagement for the revitalisation of Kuranda's Anzac Park and to inform the community on works planned for Coondoo Street footpaths, lighting and plantings Bicentennial Lakes Revitalisation Project and approved construction of the southern active recreation space was completed in June 2024 including pump track, picnic shelters, flying fox, swings and slides A resident working group played a pivotal role in shaping an aspirational masterplan for Amaroo Park 100 community groups and organisations have been supported through the Community Partnership Program in 2023/24 Installation of new Street Sign artwork in Kuranda to improve way finding

Economy and Environment

Mareeba Shire is committed to fostering a resilient economy that leverages the region's natural assets, supports local industries, and encourages investment while preserving resources for future generations.

The Shire has experienced stable economic growth, with the Gross Regional Product reaching \$1.47 billion in the year ending June 2023, marking a growth of 0.5% from the previous year.

The Council remains dedicated to being a Small Business Friendly Council, recognising that small businesses play a crucial role in creating local jobs and providing essential goods and services to both the community and larger organisations. These businesses are vital to regional economic development and constitute the backbone of the supply chains for major projects.

As of 2023, Mareeba Shire is home to 2,209 businesses, reflecting an increase of 37 new businesses since 2022. The Agriculture, Forestry, and Fishing industry holds the largest share, accounting for 28.9% of all registered businesses in the Shire, significantly higher than the 8.4% seen across Queensland.

Tourism continues to emerge as a key industry, with total tourism sales in Mareeba Shire reaching a record high of \$166.2 million for the 2023 financial year. Visitor numbers have also shown positive growth, increasing to 164,308 in the year ending 30 June 2024, up from 162,480 the previous year.

Ongoing upgrades to large-scale infrastructure, including water reticulation and treatment, and road transport routes, are establishing a solid foundation for future growth in the Shire. Efforts to promote investment opportunities in the Shire's industrial land and commercial aviation park continue to be a priority, reinforcing Mareeba Shire's position as a viable and attractive location for economic development.

Economy and Environment A resilient economy that promotes and supports the shire's natural assets and local industry and encourages investment while preserving and future proofing for generations to come.		
Category	Strategic Priorities	Major Achievements
EAE1	Environmentally responsible and efficient waste and wastewater management <ul style="list-style-type: none"> Provide cost-effective waste services to the community through appropriate infrastructure, promoting waste minimisation, collaborative partnerships and advocating for circular economy opportunities Maintain, in a sustainable manner, Council's wastewater infrastructure to minimise environmental impact 	<ul style="list-style-type: none"> Online/social media promotion and awareness of recycling and sustainability Ongoing program of relining of wastewater reticulation network and manhole replacements undertaken in Mareeba Expanded recycling solutions by installing Kuranda Containers for Change station

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Category	Strategic Priorities	Major Achievements
EAE2	<p>A Sustainable Planning Scheme</p> <ul style="list-style-type: none"> Maintain a scheme that sustains good agricultural land as well as encouraging industry and population growth while protecting the natural environment and liveability of the region 	<ul style="list-style-type: none"> Council has adhered to its Planning Scheme provisions and is commencing a review of the existing scheme Developed a Local Housing Action Plan to help tackle the housing crisis
EAE3	<p>Support and encourage sustainable industrial and commercial growth and development</p> <ul style="list-style-type: none"> Promote and expand opportunities for businesses to grow and/or establish themselves within the Shire Partner with stakeholders to encourage and support a strong and sustainable regional economy Highlight the positive attributes and benefits of Mareeba Shire to attract and retain Families 	<ul style="list-style-type: none"> Marketing outsourced for Mareeba Industrial Park (MIP) lots Sales of \$1,029,210 MIP Masterplan review and update undertaken in preparation of the next stage of development for the MIP Ongoing private investment invited within the Tom Gilmore Mareeba Aviation Industrial Precinct Investment and continued support of the Mareeba Shire Tourism organisation to promote the attractions and experiences available in the Mareeba Shire Move to Mareeba publication developed to highlight the liveability of the Mareeba Shire
EAE4	<p>The region's environmental assets are best managed while promoting economic wellbeing</p> <ul style="list-style-type: none"> Consider the natural environment in Council decision making Promote water quality of our region's waterways limiting impact on the Great Barrier Reef and Gulf of Carpentaria A coordinated approach to fire management and the management and control of pests, weeds and feral animals and other biosecurity threats 	<ul style="list-style-type: none"> Retain Reef Guardian member council status through ongoing participation Fire mitigation strategy implementation Bicentennial Lakes Southern Waterway Reconfiguration and Water Quality Improvement Project completed

Governance

Mareeba Shire Council is committed to sound decision-making based on effective frameworks and clear strategic direction, ensuring regulatory compliance while delivering affordable services to the community.

The Council takes pride in its strong governance framework, which is anchored by the **2021–2025 Corporate Plan**. This plan outlines the Council's strategic direction and is complemented by the **Enterprise Risk Management Framework**, encompassing a range of reporting mechanisms, policy reviews, Audit Committee meetings, and both internal and external audit programs.

In its ongoing efforts to address priority community concerns, the Council has continued to support the Mareeba Community Taskforce. Notably, the development of a **Local Housing Action Plan** was coordinated to tackle the pressing housing crisis. Additionally, the Council facilitated two **Collaborating for Community Safety** meetings to enhance community engagement and safety initiatives.

To support Council's advocacy efforts, a variety of advocacy documents are available for Councillors to utilise when addressing important issues with other levels of government. These documents focus on critical areas such as regional connectivity, community safety, communication, grant funding, and water security.






Throughout the financial year, the Council has actively participated in a range of delegations, local taskforce meetings, regional forums, and civic receptions. This includes hosting ministerial visits, attending teleconferences, submitting state-wide motions, and participating in conferences. These activities are aimed at raising awareness and addressing key matters of importance to the communities within the Shire.








Governance Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.		
Category	Strategic Priorities	Major Achievements
GOV1	Ethical, accountable, transparent and affordable decision making <ul style="list-style-type: none"> A governance framework that delivers sound organisational management Complete adherence to the Local Government principles, Act and Regulations Ensure all services are affordable to the community 	<ul style="list-style-type: none"> Three Audit Committee meetings held One Probity Audit undertaken Maintained rate rises below Consumer Price Index (CPI) Local Laws Review commenced









Category	Strategic Priorities	Major Achievements
GOV2	<p>Strong focus on compliance and enterprise risk</p> <ul style="list-style-type: none"> Promote compliance within Council and the community Enterprise risk management process is commonly understood across the organisation to manage risk identification Cost effectively control identified risks Ensure systems and practices cover the full range of Council's activities and are compliant with statutory requirements 	<ul style="list-style-type: none"> Organisation wide review and update of Enterprise Risk Register Achieved 100% compliance with the Queensland Audit Office, <i>Local Government Act 2009</i> (QLD) and Regulation checklist Independent audit of Council's fraud control risk management policy and plan conducted Strategic risk management framework developed for building and plumbing compliance
GOV3	<p>Effective advocacy and strategic partnerships</p> <ul style="list-style-type: none"> Maintain and develop our close and productive working relationships with relevant stakeholders, including the State and Federal governments Advocate Council's strategic and operational position on key issues effecting the community to other government sectors 	<ul style="list-style-type: none"> Coordination of inaugural Mareeba Community Taskforce meeting and Action Plan Updated suite of advocacy documents for priority Council matters Strong participation in FNQROC LGAQ motions submitted regarding councillors funding, community and safety Partnered with Queensland Government and community housing organisation to build new social housing duplex for seniors Advocated for representation of Shire issues in the development of the FNQ Regional Plan and FNQ Infrastructure Plan Reviewed community leasing framework to provide highly subsidised land and facilities for not-for-profit clubs and groups in the Shire for environmental, cultural, arts and sporting activities Advocated for community safety by facilitating the Collaboration for Community Safety initiative

Operational Plan Progress

Council develops key performance measures as part of the annual Operational Plan. The table below outlines the Operational Plan objectives for the 2023/24 financial year and provides a measure of achievement, or outcome, for each. These objectives are actionable targets that move us closer to our vision 'A growing, confident and sustainable Shire'.

Project	Outcome	Progress
Long-term Financial Plan	<ul style="list-style-type: none"> Long Term Financial Plan adopted 19 July 2023 Long Term Asset Management Plan and Financial Plan aligned with revised Sub-Asset Management Plans and Local Government Infrastructure Plan 	 Completed
Comprehensive Asset Revaluations: <ul style="list-style-type: none"> Land Buildings Drainage 	<ul style="list-style-type: none"> Comprehensive revaluations undertaken and applied to Financial Statement for Land and Buildings. Drainage revaluations deferred to be included with Roads revaluations in 2024/25 	 Completed
Internal Access to Financial Information	<ul style="list-style-type: none"> More users able to operate financial systems and locate relevant documentation Provided additional in-house training and support Improved reporting options and training available by request 	 Completed
Technology One enhancements	<ul style="list-style-type: none"> Transitioned to CiAnywhere including Human Resources and Payroll modules Implemented Project Lifecycle Management (PLM) Continue to apply enhancement as available 	 Completed
Mareeba Industrial Estate	<ul style="list-style-type: none"> Adoption of Masterplan, development of Eastern and Western precincts nearing completion Digital marketing continuing with monthly social media and google advertising by Mareeba Property Office 	 In Progress

Project	Outcome	Progress
Tom Gilmore Mareeba Aviation Industrial Precinct	<ul style="list-style-type: none"> Discussions commenced with Trade & Investment QLD regarding opportunities available at Mareeba Airport Working with consultants to design promotional engagement strategy workshop Digital marketing commenced with Aviation Trader Publication and promotions via Council's social media 	 In Progress
Customer Service Standards and Process	<ul style="list-style-type: none"> Customer request systems and processes reviewed to determine appropriate responses including resolution timeframes Implemented animal e-notice registrations Enhanced Hall Hire application process 	 Completed
ICT Strategy implementation	<ul style="list-style-type: none"> Transitioned to Teams Calling Decommissioned on-premise PABX 	 Completed
Sustainable Workforce	<ul style="list-style-type: none"> Training and development of workforce where required to improve efficiencies and ensure workplace safety Leadership Training Program provided across organisation Organisational wide training program continues to meet compliance and operational requirements 	 Completed
Workforce Management	<ul style="list-style-type: none"> Completed implementation of efficiencies and cost saving measures identified in 2022 review Recruitment and Selection Policy and Procedure review was undertaken 	 Completed
Arts Connection to Tourism	<ul style="list-style-type: none"> Continued implementation of public mural action plan 	 Completed
Enhanced Online Presence	<ul style="list-style-type: none"> Improved capacity and information sharing Increased web-based forms provided Review of web site content and on-line interaction undertaken 	 Completed

Project	Outcome	Progress
Review Asset Management Plans across asset classes	<ul style="list-style-type: none"> Continue data verification and condition assessment and defect identification across individual asset classes Capital projects submitted for Council funding aligned with the Long Term Financial Plan 	 Completed
Local Government Infrastructure Plans Review (LGIP)	<ul style="list-style-type: none"> Project lists based on asset management plans 	 In Progress
Parks and Open Spaces Strategy	<ul style="list-style-type: none"> Completed planned construction for financial year 	 Completed
Kuranda Heights Cemetery	<ul style="list-style-type: none"> Works completed 	 Completed
Waste Management Services Strategy	<ul style="list-style-type: none"> Commenced review and update of Waste Strategy to align with Regional Waste Plan and Council's future waste management needs 	 Completed
Planning Scheme Review	<ul style="list-style-type: none"> Prepared scope of works and community profile for 10 year review 	 Completed
Temporary Local Planning Instrument (TLPI)	<ul style="list-style-type: none"> Amended the Planning Scheme to address the TLPI in accordance with Queensland Government advice 	 Completed
Cybersecurity Enhancements	<ul style="list-style-type: none"> Continued implementation and monitoring security measures as defined by the ACSC Essential 8 Established cyber incident response partnership 	 Completed

Project	Outcome	Progress
Housing Strategy	<ul style="list-style-type: none"> Adopted Local Housing Action Plan (LHAP) to address the housing crisis Investigate options for sustainable social housing for seniors Tender awarded for new duplex for seniors by Mareeba Community Housing Company (MCHC) Awaiting outcome of MCHC application for state funds for new triplex for seniors Amendment of Local Law for Temporary Accommodation commenced 	<p>✓</p> <p>Completed</p>
Compliance Review	<ul style="list-style-type: none"> Compliant with relevant legislative requirements Compliant with employment related legislative requirements identified All requirements of LGW Mutual Risk obligations have been met 	<p>✓</p> <p>Completed</p>



Balancing Rock, Chillagoe
Tourism Tropical North Queensland

Community Engagement

In the year 2023/24 significant community engagement activity focused on disaster recovery.

Bushfires in October, November and December and then flooding resulting from Ex-Tropical Cyclone Jasper in December saw the Communities team reaching out to residents across the whole shire. Impacted communities included Irvinebank, Watsonville, Mutchilba, Arriga, Julatten, Mt Carbine, Mt Molloy, Bibbohra, Mareeba, Speewah, Koah and Kuranda.

Engagement activities centred around disaster recovery hubs, phone calls and emails to provide support and information to those impacted.

Robust community engagement was carried out in Kuranda to focus the revitalisation of Anzac Park and to inform the community on works planned for Coondoo Street footpaths, lighting and plantings.

In Mareeba a resident working group played a pivotal role in shaping an aspirational masterplan for Amaroo Park. Feedback gathered by survey and working with a landscape architect and Council officers the working group championed the needs of their neighbourhood.

Specific engagement activities were also carried out for the Local Housing Action Plan and Mareeba CBD CCTV. Communities officers also participated in Mareeba Connecting Youth with Culture Steering Committee meetings and worked with Djabugay Nation Native Title Claim group to successfully implement Kuranda Heights Cemetery cultural heritage monitoring.

To end the financial year an engagement plan was launched for a project that will improve the walkability of Mareeba. The Lighter Infrastructure, Affordable Improvements, Effective Solutions (LAE) project will see safety and accessibility improvements to the walking and cycling network at sites across Mareeba. The initial engagement included correspondence, letter drops and meetings with affected residents and stakeholders.

Grants to Community Organisations	Amount
Cash	\$36,957
Rate Rebates and Charge Remissions	\$155,648
In-Kind Assistance	\$37,544
Community Loan	\$39,290
Regional Arts Development Fund (RADF)	\$12,630
Total	\$282,069

Community Events

Community events in the Mareeba Shire serve as the heartbeat of our community. These gatherings bring people together, fostering a deep sense of belonging and shared purpose. Events celebrate our rich cultural diversity, showcase our local talents, and strengthen the bond between our residents. In a shire like Mareeba, where community spirit runs deep, these events not only provide entertainment but also promote resilience, unity, and collective pride in our region.

Australia Day Awards and Great Australian Bites

Residents and visitors gathered at our annual Australia Day Awards Ceremony at the Mareeba International Club. The ceremony was combined with a Great Australian Bites event that saw live performances, face painting, food stalls, and fresh produce from the region.

Council would like to recognise the 44 community members, organisations and community events that were nominated for an Australia Day Award this year. Congratulations to our Citizen of the Year, Natasha Srhoj, and the Young Citizen of the Year, Nicholas Brammer.



Australian Citizenship Ceremonies

Becoming an Australian citizen is a significant milestone that represents more than just a legal status, it is a profound commitment to shared values, rights, and responsibilities. Mareeba Shire is home to people from some 75 different nationalities and cultural backgrounds. In 2023/2024, we welcomed 57 citizens to the shire, more than double the amount in comparison to the previous financial year. The citizens came from 22 countries, with New Zealand, South Africa and Britain bringing the most residents.



Bendigo Bank Great Wheelbarrow Race

In May of each year, one of the region's most iconic events, the Great Wheelbarrow Race, takes place. This year, Council saw the return of familiar faces, first-time runners, and two esteemed media companies, one being the iconic ABC Back Roads and the other Channel 7's breakfast show, Sunrise. ABC Back Roads filmed for seven days in the shire, focusing on three teams participating in the race and the episode is planned to be broadcast in early 2025.

Teams, solo, duos and other categories took part in the 140km three-day, fun-filled endurance event leaving Mareeba on the Friday morning and arriving in Chillagoe on the Sunday afternoon, all to raise valuable funds for a wide variety of charities within the region. For further information, visit: www.greatwheelbarrowrace.com.au.



Great Wheelbarrow Race on Sunrise

Mareeba Multicultural Festival

The Mareeba Multicultural Festival is a significant event held in August each year and highlights the diversity of our Shire. The event attracts both visitors and locals providing rich opportunities for social interaction during the day of entertainment. The relaxed and welcoming atmosphere means that people of diverse cultural backgrounds feel comfortable to attend and participate.

This year we saw performances from more than 20 cultures with delicious food sold from over 30 cultures. It rained for the first time in twenty-five years, since the event started in 1999. Fortunately, the weather improved during the morning and a wonderful day was had by all.



Pasifika Pride

Legislative Disclosures

Mareeba Shire Council continues to be a responsible local government, operating in accordance with legislation and focusing on the ethical business activities and relationships between Councillors, senior management, employees, the community, government departments, business clients and other key stakeholders.

Council has a governance framework outlined below, that enhances organisational performance, whilst monitoring and maintaining compliance with legislative and other controls.

- Building awareness of organisational responsibilities and accountabilities;
- Strong financial stewardship and fiscal responsibility;
- Monitoring and maintaining compliance with legislation, policy, standards and controls;
- Integral practices, procedures and ethical decision-making with continuous improvement activities and transparent reporting; and
- Involving the community as a key stakeholder in decision-making and consultation opportunities.

Risk Management

Risk management is the identification, assessment and prioritisation of risks. It also includes the steps taken to minimise such risks. Council has an Enterprise Risk Management Policy, Framework, and Process, which guides Council to identifying risks in all aspects of Council operations. Council risk management is integrated into other governance instruments of Council to ensure identification, mitigation and monitoring. All identified risks are annually reviewed, monitored and reported to the Audit Committee and Council.

Council will continue its commitment to ongoing work towards integrating risk management activities into all organisational areas to ensure compliance with ISO 31000:2018 Risk Management – Guideline. Additionally, Council continues to support a commitment to best practice via representative attendance at regional and inter-state risk focus events.

Role of Council Members

Councillors continue to fulfil their roles and responsibilities in accordance with legislative requirements. Council is committed to effective, transparent, and accountable governance.

Section 12 of the *Local Government Act 2009* (QLD) states that the role of Councillors is to:

- represent the current and future interests of residents in the local government area;
- ensure that the Council acts responsibly, achieves the goals set out in the Corporate Plan, and complies with all laws that apply to local governments;
- provide high-quality leadership to the region and Council;
- participate in Council meetings, policy development, and decisions making, for the benefit of the local government area;
- be accountable to the community for the local government's performance.

The Mayor and Councillors perform their roles by attending and participating in Council meetings, engaging with residents within the Council area and participating in policy development and decision-making processes. The Mayor has additional responsibilities to those listed above, which include chairing Council meetings, being a member of each standing committee of the local government, leading and advising Council's Chief Executive Officer, and representing Council at ceremonial or civic functions.

The Mayor and Councillors are elected democratically by the community to represent the current and future interests of the residents within the entire local government area. One of the Councillors is elected as Deputy Mayor by their fellow Councillors.

The Mayor and Councillors hold monthly Ordinary Meetings to consider and decide on strategic matters of interest to the residents of Council's local government area and Council's operation. In addition to Ordinary Meetings, Special Meetings are held when required to discuss and decide upon urgent strategic matters.

Councillor Meeting Attendance

The below list outlines Councillor attendance at Council meetings held between 1 July 2023 and 30 June 2024. Leave was granted for all unattended meetings by Councillors.

Councillor	#	Councillor	#	Meetings Held	#
Cr Angela Toppin AM	14	Cr Nipper Brown	4	Ordinary Meetings	12
Cr Lenore Wyatt	13	Cr Ross Cardillo	4	Special Meetings	2
Cr Lachlan Bensted	10	Cr Kevin Davies	14		
Cr Danny Bird	9	Cr Mary Graham	14		
Cr Amy Braes	4	Cr Mario Mlikota	10		

Councillors Amy Braes, Nipper Brown and Ross Cardillo were elected for a four-year term commencing in March 2024.

Councillors Lachlan Bensted, Daniel Bird and Mario Mlikota were in term from March 2020 to March 2024.

Councillor Remuneration

The amount of remuneration paid to Local Government Councillors for the time and effort spent on Council business is determined by the Local Government Remuneration and Discipline Tribunal (The Tribunal).

The Tribunal has determined Mareeba Shire Council to be a 'category two' Council and the following annual remuneration amounts applied to 'category two' Councils during the period 1 July 2023 to 30 June 2024.

Mayor	Deputy Mayor	Councillors
\$132,461	\$79,478	\$66,231

The total remuneration paid to each Councillor and the total superannuation contribution paid on behalf of each Councillor during the pay periods falling between 1 July 2023 to 30 June 2024 is listed in the table below.

In addition to remuneration for time spent on Council business, Local Government Councillors are also entitled to receive reimbursement of all approved expenses incurred in undertaking their role as a Councillor. Council has adopted the Councillor Remuneration, Expenses Reimbursement and Resources policy as required by section 250 of the Local Government Regulation 2012 on 16 April 2024.

In accordance with the policy, Councillors are provided with reimbursements of expenditure for their vehicles, as well as incidental costs such as mobile phone costs and other costs related to Council business.

The total amount of expenses reimbursed to each Councillor during the period 1 July 2023 to 30 June 2024 is as follows:

Councillor	Remuneration Paid	Superannuation Paid	Reimbursement Paid
Cr Angela Toppin AM (Mayor)	132,460.90	15,895.24	9,440.54
Cr Kevin Davies (Deputy Mayor)	76,421.10	9,170.60	3,362.84
Cr Lachlan Bensted	50,947.00	6,113.69	2,538.40
Cr Danny Bird	50,947.00	5,604.20	2,538.40
Cr Mary Graham	66,231.10	7,947.80	3,362.84
Cr Mario Mlikota	50,947.00	6,113.69	2,538.40
Cr Lenore Wyatt	69,288.10	8,314.64	3,362.84
Cr Amy Braes	15,284.10	1,808.63	824.44
Cr Nipper Brown	15,284.10	1,808.63	824.44
Cr Ross Cardillo	15,284.10	1,808.63	824.44

In accordance with policy provisions, Councillors were also provided with the facilities and resources necessary to effectively undertake the requirements of their position.

These facilities and resources include:

- Council meeting rooms
- Access to computers and on-line meeting software (such as Microsoft Teams)
- Use of telephone and internet access
- Access to photocopier, scanner, printer and stationery
- Administrative and secretarial support
- Council owned vehicles available for business use by all Councillors
- Insurance cover under relevant Council policies (Public Liability, Councillors' Liability, Personal Accident, Workers Compensation)
- Provision of meals (lunches/morning teas) when attending Council meetings and workshops
- Attendance at approved work-related conferences and workshops
- Travel and accommodation to attend Council related business

Councillor Conduct Matters

The table below reflects complaints dealt with during the financial year in accordance with the Councillor conduct framework provided for under Chapter 5A of the *Local Government Act 2009* (Qld).

Description	#
Orders made under section 150I(2) of the Act	Nil
Referral Notices given to the Local Government under section 150AC(1) of the Act	Nil
Total number of suspected conduct breaches under section 186(1)(g) of the Act	Nil
Total number of suspected conduct breaches under section 186(1)(g) of the Act, for which an investigation was not started or discontinued under section 150AEA of the Act	Nil
Orders made under section 150IA(2)(b) of the Act	Nil
Orders made under section 150AH(1) of the Act	Nil
Decisions, orders and recommendations made under section 150AR(1) of the Act	Nil
Complaints referred to the Independent Assessor under section 150P(2)(a) of the Act	Nil
Notifications made to the Crime and Corruption Commission under section 150P(3) of the Act	Nil

Councillor Conduct Matters Continued

Description	#
Notifications made to the Independent Assessor under section 150R(2) of the Act	Nil
Notifications made to the Independent Assessor under section 150S(2)(a) of the Act	Nil
Information provided to the Independent Assessor under section 150AF(3)(a) of the Act	Nil
Decisions made under section 150AG(1) of the Act	Nil
Number of matters not decided by the end of the financial year under section 150AG(a) of the Act	Nil
Average time taken to make a decision under section 150AG(1) of the Act	N/a
Number of occasions Council requested another entity to investigate Councillor conduct under Chapter 5A, Part 3, Division 5 of the Act	Nil
Complaints referred to the Independent Assessor for which no further action was taken under section 150Y of the Act	Nil
Complaints referred back to Council by the Independent Assessor under section 150W(b) for investigation under section 150AF of the Act	Nil
Applications heard by the Councillor Conduct Tribunal	Nil

Administrative Action Complaints

Council is committed to dealing fairly with administration action complaints. All complaints are processed in accordance with the provisions of the Council's adopted Administrative Action Complaints Management Policy. The objectives of the policy are to ensure that the Council has an organised process for responding to, recording, reporting and using complaints to improve service to the community.

Description	Number
Administrative action complaints carried over from the previous financial year	2
Administrative action complaints lodged during 2023/24	58
Administrative action complaints resolved during 2023/24	57
Administrative action complaints not resolved at close of the financial year	3
Administrative action complaints not resolved at close of the financial year 2023/24 which were lodged during the previous financial year 2022/23	0



Audit

Audit Committee

Council's Audit Committee comprises three (3) members, an independent member as chairperson (John Andrejic) and two Councillors (Cr Davies and Cr Graham). The independent chairperson is also responsible for probity audits.

Three meetings of the Audit Committee were held during the financial year - 10 August 2023, 3 October 2023, and 7 March 2024.

Items considered by Audit Committee throughout the 2023/24 year included:

- Financial statements for the year ended 30 June 2023
- Audit strategy for the 2023/24 financial year
- Internal audit plan adoption and project status
- Enterprise Risk Management including Business Continuity Plans, Compliance Checklist and Policy renewals
- External audit results and recommendations
- Probity audit review outcomes
- Audit Committee Self-Assessment

Internal Audit

The function of internal audit is to provide stakeholders with a level of assurance that business processes are operating appropriately and effectively in accordance with organisational and legislative requirements. Pacifica Chartered Accountants provide internal audit services for Mareeba Shire Council.

Pacifica Chartered Accountants have served as the Council's Internal Auditors since 23 April 2015. In March 2021, their agreement was renewed for the period 1 July 2021 to 30 June 2024.

Internal Audit activities undertaken during 2023/24 include:

2023/24 Annual Internal Audit Plan

Number	Project	Department
1	Fraud & Ethical Conduct (follow up)	Organisation-wide
2	Cash Handling Practices	Corporate and Community Services

Compliance Activities

Compliance with section 23 *Public Sector Ethics Act 1994* (Qld)

Council's commitment to Queensland's public sector ethical principles and the local government principles is reflected in our policies and procedures. Our administrative procedures and management practices also have due regard to the ethical principles, local government principles, and Council's Code of Conduct.

The *Public-Sector Ethics Act 1994* (Qld) requires that the Annual Report of each public-sector entity (which includes a Local Government) must include an implementation statement giving details of the action taken during the reporting period to comply with those sections of the Act relating to the preparation of codes of conduct and access to, and education and training in, the ethics principles and public-sector ethics.

The four (4) ethics principles are:

- Integrity and impartiality;
- Promoting the public good;
- Commitment to the system of government; and
- Accountability and transparency.

Council's Employee Code of Conduct is compliant with current legislation, in particular, the ethics principles outlined above. Education and training in relation to the ethics principles and the Employee Code of Conduct are included as part of the induction process for all new employees and refresher training is provided to all employees.

Topics covered by this training include:

- The operation of the *Public-Sector Ethics Act 1994* (Qld)
- The application of ethics principles and obligations
- The contents of the Employee Code of Conduct to include alignment with the Council's corporate values and principles and strategic priorities
- The rights and obligations of employees in relation to a contravention of the Employee Code of Conduct

Education and training have been provided to new employees, contractors, volunteers and students on work experience.

Copies of the ethics principles and Employee Code of Conduct are provided at each workplace for access by Council staff. Any person, other than Council staff, can obtain access to, or purchase a copy of, the Code of Conduct at any of the Council's administration offices.

The administrative procedures and management practices of the Council have regard to the ethics obligations of public officials and the Council's Code of Conduct and all employees are required to act in ways which give a commitment to a high standard of ethics and which ensure the highest standards of public administration.

Registers Kept by Council

Council's registers provide a source of truth for various subject matters and help ensure efficient, effective, and transparent governance processes. Council kept the following registers during the 2023/24 year:

- Register of Members Interests
- Register of Councillor Conduct
- Register of Delegations by Council
- Register of Delegations by the Chief Executive Officer
- Register of Roads
- Register of Assets
- Register of Cost Recovery Fees
- Register of Local Laws and Subordinate Local Laws
- Register of Lands
- Register of Policies
- Cemetery Register
- Impounding Register
- Gifts and Benefits Register
- Register of On-site Sewerage Facilities
- Beneficial Enterprises
- General Complaints Database
- Large Contracts Register
- Preferred Suppliers
- Pre-qualified Suppliers
- Register of Councillors
- Register of Electoral Gifts
- Right to Information Database
- Sole Supplier Register

Overseas Travel

No overseas travel was undertaken during the 2023/24 financial year.

Senior Management Remuneration

The below table shows the range of remuneration (excluding superannuation) for the 12 month period from 1 July 2023 to 30 June 2024 provided to Council's senior management staff.

The total remuneration payable (excluding superannuation) in 2023/24 to senior management was \$922,859.69.

Package Range	#
\$400,000 - \$499,000	1
\$300,000 - \$399,000	0
\$200,000 - \$299,000	2

Councillor Advisors

Council has not resolved to allow a Councillor to appoint Councillor Advisors.

Special Rates and Charges

Council did not, during the year, take any action in relation to, or expend funds on, a service, facility or activity, under section 190(d) of the *Local Government Regulation 2012*:

- supplied by another local government under an agreement for conducting a joint government activity; and
- for which the local government levied special rates or charges for the financial year.

Concessions for Rates and Charges

The Rate Rebate and Remission Policy sets out Council policy, as per annual budget resolution, in relation to the granting of rebates and remissions on rates and charges.

The *Local Government Regulation 2012* - Chapter 4, Part 10 Concessions, gives local governments the power to grant concessions for rates and charges.

A concession may only be of the following types:

- (a) a rebate of all or part of the rates or charges
- (b) an agreement to defer payment of the rates or charges
- (c) an agreement to accept a transfer of unencumbered land in full or part payment of the rates or charges

A concession may only be granted by resolution of the Council and for the Mareeba Shire Council; this is done as part of the annual budget adoption process and also noted in the adopted Revenue Statement.

Conduct of Business Activities

The following business activities were conducted by Council during the 2023/24 financial year:

- Water Supply
- Sewerage
- Waste Management
- Soil Laboratory
- Building Certification

The *Local Government Act 2009* (Qld) (s 45 (b)) requires that a Council's Annual Report must identify the business activities that are a significant business activity. Significant business activity does not include a roads activity, or an activity related to the provision of library services. All significant business activities have had the Competitive Neutrality Principles applied. The *Local Government Regulation 2012* (s19) identifies the following expenditure thresholds for significant business activities:

- 10,000 or more premises being connected to water service for the provision of combined water and sewerage services
- \$9.7 million for another business activity

The Regulation also provides that a Local Government must use the financial information for the previous financial year that was presented to the Local Government's budget meeting to identify each new significant business activity for the financial year. None of the Council's business activities exceeded the threshold for a significant business activity for the 2023/24 financial year. The business activities listed above were also conducted by Council in the previous financial year (2022/23), and there were no new business activities commenced in 2023/24.

Changes to Tender

There were zero occasions during the year where persons who submitted a tender were invited to change their tender to take account of a change in the tender specification prior to Council making a decision under section 228(7) of the *Local Government Regulation 2012*.

Competitive Neutrality Complaints

During the 2023/24 financial year Council was not in receipt of any competitive neutrality complaints. During the same period, Council was not in receipt of any Queensland Productivity Commission notices of investigations, nor any Queensland Productivity Commission recommendations on any competitive neutrality complaints.

Summary of Investigation Notices

During the 2023/24 year, Council did not receive any notices of investigation by the Queensland Competition Authority, under section 49 of the *Local Government Regulation 2012*.

During the same period, Council did not receive Queensland Competition Authority recommendations on any competitive neutrality complaints under section 52(3) of the *Local Government Regulation 2012*.

Particular Resolutions

Non-Current Assets as an Expense

There were no resolutions made during the year under section 206(2) of the *Local Government Regulation 2012* (setting an amount for each different type of non-current physical asset below which the value of an asset of the same type must be treated as an expense). It has previously been determined that the threshold for capitalisation of asset classes other than land is \$5,000. These details form part of Note 13 to the Financial Statements.

Debt Policy

The Debt Policy details the principles upon which Council bases its decisions when considering the type of expenditure to be funded by borrowings for the financial years 2023/24 to 2032/33, the total current and projected borrowings and the ranges of periods over which they will be repaid.

Revenue Policy

The Revenue Policy (adopted annually at the budget meeting) governs the principles used by Council for making and levying rates and utility charges, exercising powers to grant rebates and concessions, for recovering unpaid amounts of rates and charges and the setting of miscellaneous fees and charges.

Procurement

Council procurement is governed by the *Local Government Act 2009* (Qld), the *Local Government Regulation 2012* (Qld), and Council's own Procurement Policy and associated procedures.

As set out in section 104(3) of the *Local Government Act 2009* (Qld), Council employees must have regard for the sound contracting principles, when conducting procurement activities. These principles are:

1. Value for money;
2. Open and effective competition;
3. The development of competitive local business and industry;
4. Environmental protection;
5. Ethical behaviour and fair dealing.

Council is required to publicly tender work that has an expected value of more than \$200,000 (exclusive of GST). Council is not required to publicly tender work of more than \$200,000 where there is an exemption. Exemptions include the use of Localbuy, Council's registers of pre-qualified suppliers, and sole suppliers. To be considered a sole supplier, Council must be satisfied that the supplier is the only supplier who is reasonably available to Council. Council uses VendorPanel, an online portal to manage public tenders and some of its quotation processes.

Major Construction Contracts Awarded

Council values economic development in our region and aims to support local businesses whenever possible. The table below shows the total number of major construction contracts awarded and provides a breakdown of those contracts by the geographical location of the supplier.

Supplier Location	Number
Contracts awarded to suppliers within Council's local government area	7
Contracts awarded to suppliers within Far North Queensland	15
Contracts awarded to suppliers outside of Far North Queensland	9
Contracts awarded to interstate suppliers	2

Community Financial Report

Financial Summary

Council successfully completed its Financial Statements within the statutory deadlines set by the *Local Government Act 2009* (Qld) and the *Local Government Regulation 2012* (Qld). The audit report was unqualified, reflecting the accuracy and integrity of our financial records.

To foster transparency and understanding within the community, we have produced the Community Financial Report. This report is designed to provide a clear and accessible overview of our financial performance and position over the past financial year. To improve stakeholders comprehension of the key elements of our financial statements, the Community Financial Report utilises straightforward language and visual aids such as graphs and tables to present the 2023/24 results.

During the 2023/24 financial year, Council has:

- Continued to refine and implement our Asset Management Plan, supporting informed and strategic asset management decisions.
- Maintained a robust financial position, resulting in an operating surplus of \$3.6 million, which continues to strengthen Council's long-term financial sustainability. This operating surplus is committed to fund asset renewals and upgrades in accordance with long term asset management plans.
- Kept debt levels relatively low, with an end-of-year loan balance of \$6.5 million.

About the Financial Report

The Community Financial Report is prepared in accordance with Section 179 of the *Local Government Regulation 2012* and the Financial Review below focuses on the following elements:

- Statement of Comprehensive Income
- Statement of Financial Position
- Statement of Changes in Equity
- Statement of Cash Flows
- Measures of Financial Sustainability Performance



Statement of Comprehensive Income

The Statement of Comprehensive Income (often referred to as the Profit and Loss Statement) shows the details of Council's operating and capital income and expenses for a specified reporting period. Income minus expenses result in either a profit or loss amount known as the net result.

A Summarised Statement of Comprehensive Income for the year ended 30 June 2024 is shown in the table below.

Summary of Statement of Comprehensive Income	2023-24 Amount \$(000)	2022-23 Amount \$(000)
Operating Revenue	\$72,896	\$68,631
Less: Operating Expenses	(\$69,278)	(\$56,143)
Operating Result	\$3,618	\$12,488
Plus: Capital Income	\$10,207	\$10,451
Less: Capital Expenses	(\$2,999)	(\$1,192)
Net Result*	\$10,826	\$21,747

*The Net Result does not represent surplus cash funds available.

A significant portion of Council's income is restricted to specific purposes and cannot be used for general operations. For instance, Benefited Area income and funds governed by legislative provisions are earmarked for designated uses. Additionally, capital grants are allocated specifically to maintain or expand Council's infrastructure and are not available for operational expenditure.

Operating Results

Council's operating position reflects the ability to meet running costs using operating revenue. This includes Council's ability to fund future acquisition and replacement of assets.

Operating position is calculated by subtracting operating expense from operating revenue. This calculation does not include revenue or expenses for capital projects (assets).

See the 'Statement of Comprehensive Income' (operating) extract on the next page.

Statement of Comprehensive Income (Operating)	2023-24 Amount \$(000)	2022-23 Amount \$(000)
OPERATING REVENUE		
Rates & Utility Charges (Net of discount and remissions)	38,963	37,278
Fees & Charges	1,500	1,558
Operating Grants, Subsidies & Contributions	20,444	20,475
Sales & Services Revenue	6,205	5,149
Interest – Investment & Rates	4,432	2,813
Other Revenue	564	610
Lease and Rental Income	788	748
TOTAL OPERATING REVENUE	72,896	68,631
OPERATING EXPENDITURE		
Employee Benefits	19,006	18,242
Materials & Services	37,312	25,578
Finance Costs	328	327
Depreciation & Amortisation	12,632	11,996
TOTAL OPERATING EXPENDITURE	69,278	56,143
OPERATING RESULT	3,618	12,488

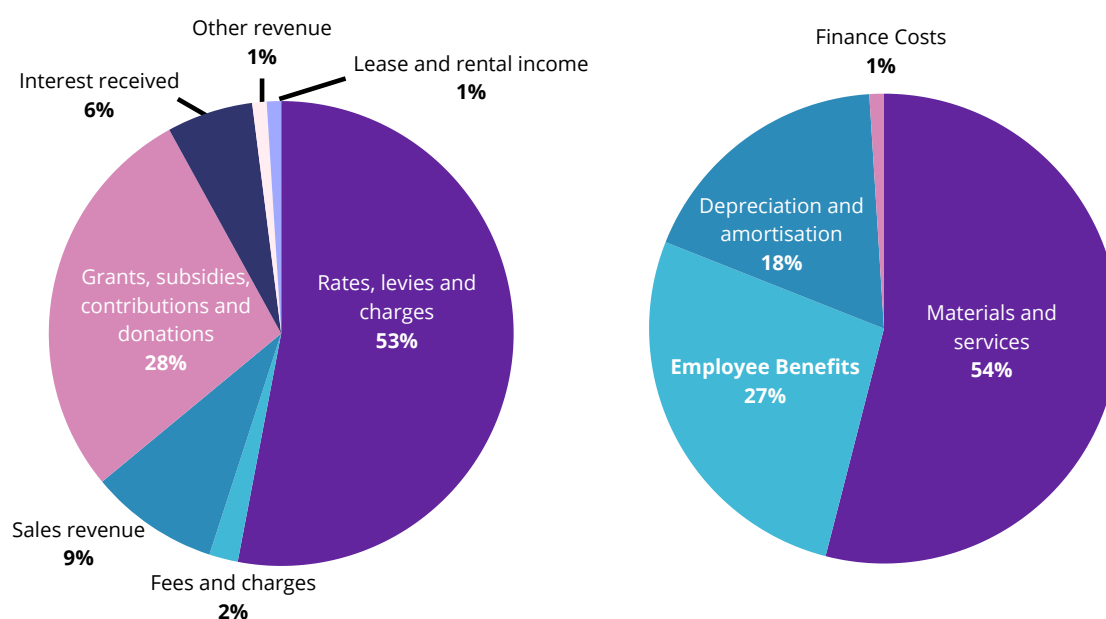
Operating Revenue and Expenditure

Council's operating position for the year ended 30 June 2024 reflects a surplus of \$3.6 million. The notable decrease in surplus from 2022/23 to 2023/24 is primarily attributed to the early receipt of \$9.2 million for the Financial Assistance Grant in June 2023, which is an allocation towards the 2023/24 financial year. Unlike previous years, no early payment was received for the 2024/25 financial year.

Additionally, the recent rise in interest rates has led to a significant increase in interest revenue compared to prior years. However, accounting depreciation continues to have a substantial impact on Council's operating results. Depreciation and amortisation expenses totalling \$12.6 million have been recorded to reflect the usage and deterioration of community assets over their expected lifespans.

Council received \$72 million in operating revenue during the 2023/24 financial year. The primary source of this revenue was Rates and Charges, which contributed \$39 million (53%). The second largest revenue source came from grants, subsidies, contributions, and donations, which provided \$20 million (28%). The remaining operating revenue was generated from fees and charges, rental income, interest revenue, and other income sources.

Council's operating expenses for the 2023/24 financial year totalled \$69 million. The major expenses were materials and services, which accounted for \$37 million (53%), employee benefits totalling \$19 million (27%), and depreciation and amortisation amounting to \$12.6 million (18%).



Net Result

Council's net result is determined by subtracting total expenses (operating and capital) from total revenue (operating and capital), excluding any adjustments for asset revaluations. For the 2023/24 financial year, the net result includes the following key items:

- \$9.8 million in capital grants, subsidies, contributions, and donations received from various government agencies to support the provision of capital infrastructure. Of this amount, \$1 million was recorded as contributed assets, representing non-cash revenue.
- \$2.9 million in capital expenses, primarily reflecting the value of assets that were replaced or disposed of during the year.

Other Comprehensive Income

Council conducted a comprehensive valuation of Land and Buildings, along with a desktop revaluation of all other asset classes (excluding Plant and Fleet) to report fair values as at 30 June 2024. This process resulted in an increase in Council's total asset values by \$29.5 million.

Capital Expenditure

Key capital works completed during the year include:

- \$2.3M in re-sheet, reseal and asphalt program
- \$2.1M towards the Parks and Open Spaces strategy
- \$10.3M for upgrades towards Mareeba Water Treatment Plant
- \$3.6M for Mareeba bi-lakes sewer main capacity
- \$861K towards the new Kuranda Heights Cemetery

Statement of Financial Position

The Statement of Financial Position, commonly known as the Balance Sheet, provides a snapshot of Council's assets and liabilities at a point in time. This statement measures what Council owns (assets) and what it owes (liabilities). The difference between these two elements represents the net wealth (equity) of Council and the community, known as Community Equity.

Each section of the Statement of Financial Position is broken down into detailed subheadings, with cross-references to Notes in the Financial Statements for further clarification.

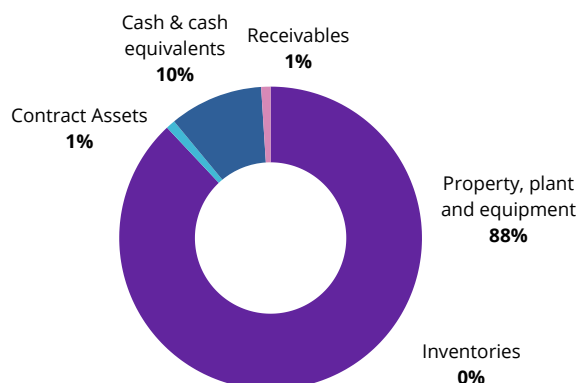
Assets

Assets represent a resource owned by Council which provides economic value. There are two asset categories, current and non-current.

- **Current assets** include cash and cash equivalents, trade and other receivables, lease receivables, inventories, and other financial assets that can be converted into cash within one year.
- **Non-current assets** consist of property, plant and equipment, intangibles, and other financial assets.

As of 30 June 2024, Council's total assets amounted to \$853 million. This includes \$102 million in current assets (liquid assets or amounts receivable within twelve months) and \$751 million in non-current assets.

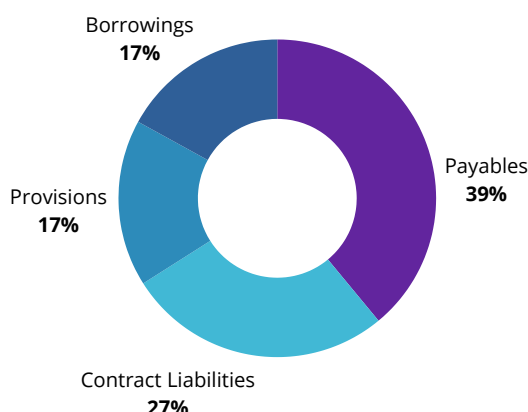
The most significant portion of Council's assets is in property, plant, and equipment, valued at \$750,461,930, which accounts for 88% of the total assets.



Liabilities

Liabilities represent what Council owes. There are two liability categories, current and non-current.

- Current liabilities are short term financial obligations that are due within one year. For example amounts payable to suppliers.
- Non-current liabilities are financial obligations that are not due for more than a year. This includes loans, employee leave entitlements, and provisions for future expenditures, such as landfill restoration costs.



As of 30 June 2024, Council's total liabilities stood at \$38.1 million, comprising \$28.4 million in current liabilities and \$9.6 million in non-current liabilities. Current liabilities are obligations that are due to be settled within twelve months.

Council's borrowings consist of a loan from the Queensland Treasury Corporation (QTC).

Queensland Treasury Debt

The Queensland Treasury Corporation (QTC) is the State Government's lending agency, providing financing to local governments and state agencies within Queensland for infrastructure projects.

Council did not undertake any new borrowings during the 2023/24 financial year. As of 30 June 2024, the loan balance was \$6.4 million. Repayments of this debt are made quarterly, covering both principal and interest, in accordance with the terms and conditions set by the Queensland Treasury Corporation.

Statement of Changes in Equity

The difference between assets and liabilities represents the total community equity or net wealth of the Council. The Statement of Changes in Equity illustrates the overall change in Council's "net wealth" over the year. As of 30 June 2024, Council's net wealth was \$815.6 million.

This community equity comprises an asset revaluation reserve and retained surpluses, which increased by \$29.5 million and \$10.8 million, respectively, during the year. The asset revaluation surplus reflects the changes in the value of Council's assets over time.

Council's retained surplus represents funds available to be reinvested into assets, either now or in the future, to support community services. These surpluses also serve as a buffer against unforeseen financial challenges or adverse changes to the business environment.

Statement of Cashflow

The Statement of Cashflow measures the inflow and outflow of cash during the reporting period, categorised into three main activities:

- Operating activities: These are the routine, day-to-day functions of Council, including receipts from rates, fees and charges, interest earned on investments, and payments for employee wages, materials, and services.
- Investing activities: This category includes capital grants for the purchase and construction of property, plant, and equipment, as well as proceeds from the sale of assets, including term deposits.
- Financing activities: These involve the repayment of loans and any inflows from new loans drawn down during the year (if applicable).

Statement of Cashflow	2023-24 Amount \$(000)	2022-23 Amount \$(000)
Opening Balance	70,992	71,613
Cash inflow (outflow) from operating activities	17,854	25,145
Cash inflow (outflow) from investing activities	(20,051)	(25,355)
Cash inflow (outflow) from financing activities	(423)	(411)
CASH AVAILABLE END OF YEAR	68,372	70,992

At the end of the year, Council held \$83.3 million in cash, as reflected in the Statement of Financial Position under cash and cash equivalents and short-term investments. This cash represents Council's future commitments for various obligations, including:

- Provisions for staff leave entitlements
- Asset replacements/renewals
- Grant-related expenditure
- Future commitments/projects

Financial Sustainability Ratios

This year, the Department of Housing, Local Government, Planning and Public Works introduced a requirement for councils to calculate and publish new financial sustainability ratios as part of the new Sustainability Framework.

Financial sustainability measures indicate whether Council is operating in a financially sustainable manner. There are eight (8) ratios Councils are required to report on.

Measure	Target	Actual Current Year	5 Year Average	Narrative
Unrestricted Cash Expense Cover Ratio	Greater than 4 months	17.46	N/A	Council has sufficient unrestricted cash to cover a portion of its future planned expenses, such as infrastructure investments, and if necessary, address unplanned expenses or disaster recovery efforts.
Operating Surplus Ratio	Greater than 0%	4.96%	12.63%	Council closed the financial year with an reasonable operating result without the reliance of the early payment of the Financial Assistance Grant.
Operating Cash Ratio	Greater than 0%	22.52%	31.30%	Council budgets a surplus each year to ensure it generates surplus cash from its core operations, enabling it to primarily self-fund capital expenditures in line with Asset Management Plan and the Long-Term Financial Forecast.
Asset Sustainability Ratio	Greater than 80%	89.02%	133.83%	Over the long term, Council is adequately renewing its assets as they reach the end of their useful lives.
Asset Consumption Ratio	Greater than 60%	71.14%	78.43%	Council's assets are being consumed in line with their estimated useful lives.
Leverage Ratio	0 – 3 times	0.4	0.4	Council has the ability to repay its existing debt and maintains a relatively low level of debt.

Measure	Target	Actual Current Year	5 Year Average	Narrative
Council Controlled Revenue Ratio	N/A	55.51%	58.29%	This outcome is influenced by a moderate proportion of rates revenue, which accounts for 53% of total revenue, and fees and charges contributing just 2%. As a result, the council has limited flexibility to increase revenue and is somewhat dependent on grants and contracts.
Population Growth Ratio	N/A	0.85%	1.01%	Inputs for this ratio are provided by the State. The population growth is in line with Council's estimate.



Mareeba Shire Council

GENERAL PURPOSE FINANCIAL STATEMENTS

for the year ended 30 June 2024



Mareeba Shire Council

Financial Statements 2024

General Purpose Financial Statements

for the year ended 30 June 2024

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Mareeba Shire Council

Financial Statements 2024

General Purpose Financial Statements

for the year ended 30 June 2024

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Mareeba Shire Council

Financial Statements 2024

Statement of Comprehensive Income

for the year ended 30 June 2024

	Notes	2024 \$	2023 \$
Income			
Revenue			
Recurrent revenue			
Rates, levies and charges	3a	38,962,825	37,278,244
Fees and charges	3b	1,500,344	1,558,317
Sales revenue	3c	6,205,543	5,148,755
Grants, subsidies and contributions	3d(i)	20,443,703	20,475,710
Total recurrent revenue		67,112,415	64,461,026
Capital revenue			
Grants, subsidies and contributions	3d	9,847,769	10,087,599
Total capital revenue		9,847,769	10,087,599
Other income			
Rental income	16	788,221	747,874
Interest income	4a	4,432,028	2,812,727
Other income	4b	563,791	609,610
Capital income	5	359,645	363,395
Total other income		6,143,685	4,533,606
Total income		83,103,869	79,082,231
Expenses			
Recurrent expenses			
Employee benefits	6	19,005,599	18,242,041
Materials and services	7	37,312,495	25,577,618
Finance costs	8	328,238	327,039
Depreciation and amortisation:			
- Depreciation of property, plant and equipment	13	12,510,943	11,862,195
- Intangible assets	14	120,945	133,829
Total recurrent expenses		69,278,220	56,142,722
Other expenses			
Capital expenses	9	2,999,552	1,192,080
Total other expenses		2,999,552	1,192,080
Total expenses		72,277,772	57,334,802
Net result		10,826,097	21,747,429
Other comprehensive income			
Amounts which will not be reclassified subsequently to the Net result			
Increase in asset revaluation surplus	13	29,598,852	50,144,139
Total other comprehensive income for the year		29,598,852	50,144,139
Total comprehensive income for the year		40,424,949	71,891,568

The above statement should be read in conjunction with the accompanying notes and material accounting policies.

Mareeba Shire Council

Financial Statements 2024

Statement of Financial Position

as at 30 June 2024

	Notes	2024 \$	2023 \$
Assets			
Current assets			
Cash and cash equivalents	10	68,371,896	70,992,204
Short term investments	10	15,000,000	21,000,000
Receivables	11	4,912,754	5,255,443
Inventories	12	1,687,371	1,943,821
Contract assets	15	12,833,882	4,778,018
		<u>102,805,903</u>	<u>103,969,486</u>
Total current assets		102,805,903	103,969,486
Non-current assets			
Receivables	11	46,600	13,719
Property, plant and equipment	13	750,461,930	700,970,839
Intangible assets	14	437,448	478,667
Total non-current assets		750,945,978	701,463,225
Total assets		853,751,881	805,432,711
Liabilities			
Current liabilities			
Payables	17	13,167,740	7,812,802
Contract liabilities	15	10,212,090	5,699,850
Borrowings	18	430,834	429,718
Provisions	19	4,475,075	4,339,900
Other liabilities	20	178,451	172,756
		<u>28,464,190</u>	<u>18,455,026</u>
Total current liabilities		28,464,190	18,455,026
Non-current liabilities			
Payables	17	1,183,412	2,629,291
Borrowings	18	6,059,363	6,483,634
Provisions	19	2,038,886	2,105,233
Other liabilities	20	384,430	562,881
Total non-current liabilities		9,666,091	11,781,039
Total liabilities		38,130,281	30,236,065
Net community assets		815,621,600	775,196,646
Community equity			
Asset revaluation surplus		279,432,860	249,834,003
Retained surplus		536,188,740	525,362,643
Total community equity		815,621,600	775,196,646

The above statement should be read in conjunction with the accompanying notes and material accounting policies.

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Mareeba Shire Council

Financial Statements 2024

Statement of Changes in Equity

for the year ended 30 June 2024

	Notes	Asset revaluation surplus \$	Retained surplus \$	Total equity \$
Balance as at 1 July 2023		249,834,003	525,362,643	775,196,646
Net result		–	10,826,097	10,826,097
Other comprehensive income for the year				
- Increase in asset revaluation surplus	13	29,598,857	–	29,598,857
Other comprehensive income		29,598,857	–	29,598,857
Total comprehensive income for the year		29,598,857	10,826,097	40,424,954
Balance as at 30 June 2024		279,432,860	536,188,740	815,621,600
Balance as at 1 July 2022		199,689,864	503,615,214	703,305,078
Net result		–	21,747,429	21,747,429
Other comprehensive income for the year				
- Increase in asset revaluation surplus	13	50,144,139	–	50,144,139
Other comprehensive income		50,144,139	–	50,144,139
Total comprehensive income for the year		50,144,139	21,747,429	71,891,568
Balance as at 30 June 2023		249,834,003	525,362,643	775,196,646

The above statement should be read in conjunction with the accompanying notes and material accounting policies.

Mareeba Shire Council

Financial Statements 2024

Statement of Cash Flows

for the year ended 30 June 2024

	Notes	2024 \$	2023 \$
Cash flows from operating activities			
Receipts from customers		49,335,426	44,281,496
Payments to suppliers and employees		(52,543,712)	(42,927,085)
		<u>(3,208,286)</u>	<u>1,354,411</u>
Receipts			
Interest received		4,565,061	2,228,200
Non capital grants and contributions		16,742,414	21,819,128
Payments			
Borrowing costs		(245,417)	(256,785)
Net cash inflow (outflow) from operating activities	25	<u>17,853,772</u>	<u>25,144,954</u>
Cash flows from investing activities			
Receipts			
Proceeds from sale of property, plant and equipment		361,856	549,988
Grants, subsidies, contributions and donations		8,057,156	8,133,329
Payments			
Payments for short term investments		6,000,000	(11,000,000)
Payments for property, plant and equipment		(34,469,937)	(23,037,892)
Net cash inflow (outflow) from investing activities		<u>(20,050,925)</u>	<u>(25,354,575)</u>
Cash flows from financing activities			
Payments			
Repayment of borrowings		(393,438)	(383,522)
Other financing activity payments		(29,717)	(27,600)
Net cash flow inflow (outflow) from financing activities		<u>(423,155)</u>	<u>(411,122)</u>
Net increase (decrease) in cash and cash equivalents held		<u>(2,620,308)</u>	<u>(620,743)</u>
plus: cash and cash equivalents - beginning		70,992,204	71,612,947
Cash and cash equivalents at the end of the financial year	10	<u>68,371,896</u>	<u>70,992,204</u>
Additional information:			
plus: Investments on hand – end of year	10	15,000,000	21,000,000
Total cash, cash equivalents and financial assets		<u>83,371,896</u>	<u>91,992,204</u>

The above statement should be read in conjunction with the accompanying notes and material accounting policies.

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Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 1. Information about these financial statements

(a) Basis of preparation

Mareeba Shire Council ("Council") is constituted under the *Queensland Local Government Act 2009* and is domiciled in Australia.

These general purpose financial statements are for the period 1 July 2023 to 30 June 2024. They are prepared in accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*.

Council is a not-for-profit entity for financial reporting purposes and these financial statements comply with Australian Accounting Standards and Interpretations as applicable to not-for-profit entities.

These financial statements have been prepared under the historical cost convention except for the revaluation of certain classes of property, plant and equipment which are measured at fair value.

(b) Recurrent/capital classification

Revenue and expenditure are presented as "recurrent" or "capital" in the Statement of Comprehensive Income on the following basis: Capital revenue includes grants and subsidies received which are tied to specific projects for the replacement or upgrade of existing non-current assets and/or investment in new assets. It also includes non-cash contributions which are usually infrastructure assets received from developers.

The following transactions are classified as either "capital income" or "capital expenses" depending on whether they result in accounting gains or losses:

- disposal of non-current assets
- discount rate adjustments to restoration provisions
- revaluations of property, plant and equipment (Note 13)

(c) New and revised Accounting Standards adopted during the year

Council has adopted all standards which became mandatorily effective for annual reporting periods beginning on 1 July 2023, none of the standards had a material impact on reported position, performance and cash flows.

(d) Standards issued by the AASB not yet effective

The AASB has issued Australian Accounting Standards and Interpretations which are not yet effective at 30 June 2024, these standards have not been adopted by Council and will be included in the financial statements on their effective date. The standards are not expected to have a material impact for Council.

(e) Estimates and judgements

Council makes a number of judgements, estimates and assumptions in preparing these financial statements. These are based on the best information available to Council at the time, however due to the passage of time, these assumptions may change and therefore the recorded balances may not reflect the final outcomes. The significant judgements, estimates and assumptions relate to the following items and specific information is provided in the relevant note:

- Revenue - Note 3
- Valuation, impairment and depreciation of property, plant and equipment - Note 13
- Provisions - Note 19
- Contingent liabilities - Note 23
- Financial instruments and financial risk management - Note 28

(f) Rounding and comparatives

The financial statements are in Australian dollars that have been rounded to the nearest \$1, unless otherwise stated. Council uses the Australian dollar as its functional currency and its presentation currency. Comparative information is generally restated for reclassifications, errors and changes in accounting policies unless permitted otherwise by transition rules in a new Accounting Standard.

(g) Volunteer services

Council utilises volunteers in the following services:

- Kuranda Visitor Information Centre
- Mareeba Library Service
- Advisory Committees to Council:
 - Regional Arts Development Fund
 - Multicultural Festival
 - Great Wheelbarrow Race

Council's volunteers perform a range of unpaid activities. Their contributions to Council would not have been purchased if they had not been donated, hence their contributions cannot be readily identifiable and measured at fair value as they cannot be reliably measured.

(h) Taxation

Council is exempt from income tax, however Council is subject to Fringe Benefits Tax and Goods and Services Tax ('GST') and payroll tax on certain activities. The net amount of GST recoverable from the ATO or payable to the ATO is shown as an asset or liability respectively.

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Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 2. Analysis of results by function

(a) Components of Council functions

The activities relating to the Council's components reported on in Note 2(b) are as follows:

Governance and corporate services

The objective of governance and corporate services is for Council to be open, accountable, transparent, and to deliver value for money on community outcomes, provide accurate, timely and appropriate information to support sound decision making and meet statutory requirements.

The Mayor, Councillors and Chief Executive Officer are included in governance.

The corporate services function includes: finance, information services, record management and human resources. Roles within this function include budget support, financial accounting, customer service and information technology services.

Community services

The goal of community services is to ensure Council is a healthy, vibrant, contemporary and connected community. Community services provide well managed and maintained community facilities, and ensure the effective delivery of cultural, health, welfare, environmental, recreational services and the promotion of tourism.

This function includes:

- Libraries
- Environmental licences and approvals

Planning and development

This function facilitates the Shire's growth and prosperity through well planned and quality development. The objective of planning and development is to ensure the Mareeba Shire Council is well designed, efficient and facilitates growth yet also preserves the character and natural environment of the Shire. This function includes activities and services related to neighbourhood and regional planning, and management of development approval processes.

Works infrastructure

The objective of the works infrastructure program is to ensure the community is serviced by a quality and effective road network. This function provides and maintains transport infrastructure, including the maintenance and provision of the drainage network and provides maintenance for all parks and gardens.

Waste management

The goal of this function is to protect and support our community and natural environment by sustainably managing refuse. This function provides refuse collection and disposal services.

Water infrastructure

The goal of this program is to support a healthy, safe community through sustainable water services. This function includes all activities relating to water.

Sewerage infrastructure

This function protects and supports the health of our community by sustainably managing sewerage infrastructure.

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Financial Statements 2024

Mareeba Shire Council

Notes to the Financial Statements
for the year ended 30 June 2024

Note 2. Analysis of results by function (continued)

(b) Income, expenses and assets attributed to Council functions

Functions	Recurring grants		Gross program income		Capital other	Total income	Gross program expenses		Total expenses	Net result from recurring operations		Net result	Total assets
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
2024													
Governance and corporate services	543,338	22,038,940	—	—	7,102	22,589,380	(7,100,218)	(1,819,980)	(8,920,178)	15,482,060	13,669,202	278,229,252	
Community services	515,084	1,452,477	—	—	—	1,967,561	(7,742,716)	(315,336)	(8,058,052)	(5,775,155)	(6,090,491)	—	
Planning and development	—	1,388,572	—	—	—	1,388,572	(1,105,089)	—	(1,105,089)	283,483	283,483	—	
Works infrastructure	19,314,927	5,293,338	3,885,190	—	1,366,278	29,865,733	(38,166,688)	—	(38,166,688)	(13,558,403)	(8,300,935)	405,723,822	
Waste management	53,604	5,911,490	—	—	—	5,965,094	(5,218,762)	—	(5,218,762)	746,332	746,332	6,581,655	
Water infrastructure	16,750	9,361,757	2,406,497	—	365,708	12,150,712	(5,596,615)	(720,742)	(6,317,357)	3,781,892	5,833,955	73,686,373	
Sewerage infrastructure	—	7,026,178	1,700,000	470,639	—	9,196,817	(4,346,152)	(143,514)	(4,491,666)	2,678,026	4,705,151	88,530,779	
Total	20,443,703	52,452,752	7,995,687	2,211,727	2,211,727	83,103,869	(69,278,220)	(2,999,552)	(72,277,772)	3,618,235	10,826,097	853,751,881	
2023													
Governance and corporate services	11,025,613	20,352,148	—	—	3,713	31,381,474	(5,212,779)	—	(5,212,779)	26,168,695	26,168,695	242,782,223	
Community services	624,328	1,621,754	—	—	—	2,246,082	(8,704,471)	(110,432)	(8,814,903)	(6,458,389)	(6,568,821)	—	
Planning and development	—	1,362,928	—	—	374,122	1,737,050	(1,372,565)	—	(1,372,565)	(9,637)	364,485	—	
Works infrastructure	8,686,641	3,976,995	6,850,988	—	2,131,068	21,645,692	(26,085,591)	(253,477)	(26,339,068)	(13,421,955)	(4,693,376)	410,197,403	
Waste management	51,051	5,579,845	67,135	—	—	5,698,031	(5,387,089)	(28,131)	(5,415,230)	243,797	282,801	5,255,048	
Water infrastructure	88,077	8,610,635	552,186	—	22,137	9,273,005	(5,572,012)	(800,040)	(6,372,052)	3,126,700	2,900,953	66,329,863	
Sewerage infrastructure	—	6,651,222	430,285	19,390	—	7,100,897	(3,806,205)	—	(3,806,205)	2,843,017	3,292,692	80,888,174	
Total	20,475,710	48,155,527	7,900,564	2,550,430	2,550,430	79,082,231	(56,142,722)	(1,192,080)	(57,334,802)	12,488,515	21,747,429	805,432,711	

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Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 3. Revenue

	2024	2023
	\$	\$

(a) Rates, levies and charges

Rates, levies and annual charges are recognised as revenue at the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.

General rates	21,707,582	20,804,003
Separate rates	330,165	346,820
Water	5,810,384	5,535,568
Water consumption, rental and sundries	2,612,041	2,472,672
Sewerage	6,126,709	5,911,217
Waste management	4,607,453	4,373,426
Total rates and utility charge revenue	41,194,334	39,443,706
Less: discounts	(1,835,851)	(1,776,322)
Less: pensioner remissions	(395,658)	(389,140)
Total rates, levies and charges	38,962,825	37,278,244

(b) Fees and charges

Revenue arising from fees and charges are recognised at the point in time when the performance obligation is completed and the customer receives the benefit of the services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of service or in some cases, the customers required to pay on arrival. There is no material obligation for Council in relation to refunds or returns.

Licences granted by Council are all either short-term or low value and all revenue from licences are recognised at the time the licence is granted rather than over the term of the licence.

Revenue from infringements is recognised on issue of infringement notice after applying the expected credit loss model relating to impairment of receivables for initial recognition of statutory receivables.

	2024	2023
	\$	\$
Fines, penalties and infringements	109,953	86,384
Permits, licences and registrations	290,294	305,881
Applications	190,818	174,129
Cemetery services	325,845	373,920
Building/plumbing domestic applications	167,385	208,814
Building/plumbing commercial applications	26,265	27,916
Other fees and charges	389,784	381,273
Total fees and charges	1,500,344	1,558,317

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Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 3. Revenue (continued)**(c) Sales revenue**

Revenue from the sale of goods and materials is recognised at the point in time that the customer obtains control of the goods, generally at delivery. Revenue from services is recognised when the service is rendered.

Proceeds from the sale of land held for development, less the cost of the land sold are recognised in revenue on the signing of a valid unconditional contract of sale (note 12).

Council generates revenues from contract and recoverable works, which generally comprises a recoupment of material costs together with an hourly charge for use of equipment and employees. Contract revenue and associated costs are recognised by reference to the stage of completion of the contract activity based on costs incurred at the reporting date. Revenue is measured at the fair value of contract received or receivable in relation to that activity. Where consideration is received for the service in advance it is included in other liabilities and is recognised as revenue in the period when the service is performed. Waste management revenue is recognised based on the services provided at the reporting date pursuant to the relevant agreement. In the 2023/2024 financial year, \$4,098,333 of Contract and recoverable works was recognised over time, with \$310,182 recognised at a point in time. In the 2022/2023 financial year, \$2,962,019 of Contract and recoverable works was recognised over time, with \$316,872 recognised at a point in time.

	2024	2023
	\$	\$
Rendering of services		
Contract and recoverable works	4,408,515	3,278,891
Waste management	752,630	878,544
Total sale of services	5,161,145	4,157,435
Sale of goods		
Sale of scrap / surplus plant	161,820	140,188
Sale of goods / materials	42,459	30,839
Net revenue from sales of land held for development	840,119	820,293
Total sale of goods	1,044,398	991,320
Total sales revenue	6,205,543	5,148,755

(d) Grants, subsidies, contributions and donations**Grant income under AASB 15**

Where grant income arises from an agreement which is enforceable and contains sufficiently specific performance obligations then the revenue is recognised when control of each performance obligation is satisfied.

The performance obligations vary in each agreement. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others. Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control and within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract. Where control is transferred over time, revenue is recognised using either costs or time incurred.

Grant income under AASB 1058

Where Council receives an asset for significantly below fair value, the asset is recognised at fair value, related liability (or equity items) are recorded and income is then recognised for any remaining asset value at the time that the asset is received. Assets arising from grants in the scope of AASB 1058 are recognised at the asset's fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard. Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received.

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Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 3. Revenue (continued)**Capital grants**

Where Council receives funding under an enforceable contract to acquire or construct a specified item of property, plant and equipment which will be under Council's control on completion, revenue is recognised as and when the obligation to construct or purchase is completed. For construction projects, this is generally as the construction progresses in accordance with costs incurred.

Donations and contributions

Where assets are donated or purchased for significantly below fair value, the revenue is recognised when the asset is acquired and controlled by the council. Donations and contributions are generally recognised on receipt of the asset since there are no enforceable performance obligations.

Cash contributions

Developers also pay infrastructure charges for trunk infrastructure to construct assets such as roads and footpaths and to connect new property developments to water and sewerage networks in the local government area. These infrastructure charges are generally within the scope of AASB 1058 since there is no enforceable performance obligation associated with them and therefore the infrastructure charges are recognised as revenue when received.

Developers may also make cash contributions towards the cost of constructing existing and proposed water supply and sewerage headworks in accordance with Council's planning scheme policies, (headworks include pumping stations, treatment works, mains and sewers). These cash contributions are recognised as income when received.

Non-cash contributions

Non-cash contributions with a value in excess of the recognition thresholds, are recognised as revenue under AASB 1058 and an addition to non-current assets. Those below the thresholds are recorded as expenses.

Physical assets contributed to Council by developers in the form of road works, stormwater, water and wastewater infrastructure and park equipment are recognised as revenue when the development becomes "on maintenance" (i.e. Council obtains control of the assets and becomes liable for any ongoing maintenance) and there is sufficient data in the form of drawings and plans to determine the approximate specifications and values of such assets. All non-cash contributions are recognised at the fair value of the contribution received on the date of acquisition.

	2024	2023
	\$	\$
(i) Operating		
State government subsidies and grants	20,032,056	9,437,657
Commonwealth government subsidies and grants	411,647	11,038,053
Total recurrent grants, subsidies, contributions and donations	20,443,703	20,475,710

(ii) Capital

Capital revenue includes grants and subsidies received which are tied to specific projects for the replacement or upgrade of existing non-current assets and/or investment of new assets. It also included non-cash contributions which are usually infrastructure assets received from developers.

State government subsidies and grants	4,917,837	2,966,464
Commonwealth government subsidies and grants	3,077,850	4,934,100
Donated assets	1,014,731	1,954,270
Contributions	837,351	232,765
Total capital grants, subsidies, contributions and donations	9,847,769	10,087,599

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Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 3. Revenue (continued)

(iii) Timing of revenue recognition for grants, subsidies, contributions and donations

	2024		2023	
	Revenue recognised at a point in time	Revenue recognised over time	Revenue recognised at a point in time	Revenue recognised over time
	\$	\$	\$	\$
Grants and subsidies	2,197,288	25,962,186	12,519,610	15,474,665
Donated assets	1,014,731	—	1,954,270	—
Contributions	1,117,267	—	614,764	—
	4,329,286	25,962,186	15,088,644	15,474,665

Note 4. Interest and other income

	2024	2023
	\$	\$

(a) Interest income

Interest received from term deposits	1,117,841	725,095
Interest from overdue rates and utility charges	177,065	134,293
Interest received from Queensland Treasury Corporation	3,137,122	1,953,339
Total interest income	4,432,028	2,812,727

(b) Other income

Council's main source of 'other income' is animal impounding, legal recoveries, fuel rebates and various other income sources.

Animal impounding	12,225	12,697
Legal recoveries	186,332	136,625
Fuel rebates	83,976	78,604
Other income	281,258	381,684
Total other income	563,791	609,610

Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 5. Capital income

		2024	2023
	Notes	\$	\$
Gain / loss on disposal of non-current assets			
Proceeds from the disposal of property, plant and equipment		361,856	151,788
Less: carrying value of disposed property, plant and equipment	13	(2,211)	(162,514)
		<u>359,645</u>	<u>(10,726)</u>
Proceeds from disposal of land and improvements		–	372,742
Less: carrying value of disposed land	13	–	(24,079)
		<u>–</u>	<u>348,663</u>
Proceeds from other assets - Buildings		–	25,458
Less: carrying value of disposed asset - Buildings		–	–
		<u>–</u>	<u>25,458</u>
Total capital income		<u>359,645</u>	<u>363,395</u>

Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 6. Employee benefits

	Notes	2024 \$	2023 \$
Staff wages and salaries		14,275,184	13,480,799
Councillors' remuneration		543,095	524,979
Annual, sick and long service leave entitlements		2,964,007	2,835,540
Termination benefits		208,258	474,412
Superannuation	24	1,999,116	1,832,531
		<u>19,989,660</u>	<u>19,148,261</u>
Other employee related expenses		231,332	284,471
		<u>20,220,992</u>	<u>19,432,732</u>
Less: capitalised employee expenses		(1,215,393)	(1,190,691)
Total Employee benefits		<u>19,005,599</u>	<u>18,242,041</u>

Councillor remuneration represents salaries paid in respect of carrying out their duties.

	2024 Number	2023 Number
Additional information:		
Total Council employees at the reporting date:		
Elected members	7	7
Administration staff	97	93
Depot and outdoors staff	97	98
Total full time equivalent employees	<u>201</u>	<u>198</u>

Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 7. Materials and services

	2024	2023
	\$	\$
Audit of annual financial statements by the Auditor-General of Queensland*	131,000	126,174
All contractors excluding hire of plant	28,394,809	16,933,631
Electricity	1,046,402	1,025,407
Rent, rates and leasing expenses	317,644	352,992
Road materials used for maintenance	507,581	592,338
Insurance	397,090	375,836
Bulk water purchase	551,080	828,971
Fuels and oils	663,873	746,538
Goods, materials and services	2,164,488	1,051,352
Hire of plant	189,466	302,746
Legal	274,054	227,526
Licences, fees, subscriptions and memberships	533,860	465,675
Professional/consultancy services	311,425	392,707
Waste levy payment	186,256	174,459
Waste levy refund	(186,256)	(174,459)
Write off of bad debts	370,379	545,626
Other materials and services	1,459,344	1,610,099
Total materials and services	37,312,495	25,577,618

*Total audit fees quoted by the Queensland Audit Office relating to the 2023-24 financial statements are \$131,100 (2023: \$125,000).

Note 8. Finance costs

	2024	2023
	\$	\$
Finance costs charged by the Queensland Treasury Corporation	169,722	181,753
Unwinding of discount on provision for restoration	82,821	70,254
Bank charges	75,695	75,032
Total finance costs	328,238	327,039

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Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 9. Capital expenses

	2024	2023
Notes	\$	\$
Write-off of buildings	1,041,904	110,432
Write-off of roads and bridges	599,315	245,299
Write-off of sewerage	234,094	—
Write-off of water	724,166	800,040
Write-off of other infrastructure	296	28,131
Write-off drainage	67,200	8,178
Write off Land and Improvements	332,577	—
Total capital expenses	2,999,552	1,192,080

Note 10. Cash and cash equivalents

	2024	2023
	\$	\$
Cash and cash equivalents		
Cash float	2,200	2,200
Petty cash	900	900
Cash at bank	2,425,678	2,077,198
Deposits at call	65,943,118	68,911,906
Balance per Statement of Financial Position	68,371,896	70,992,204
Balance per Statement of Cashflows	68,371,896	70,992,204
Short term investments - current		
Term deposits	15,000,000	21,000,000
Total short term investments	15,000,000	21,000,000

Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 10. Cash and cash equivalents (continued)

	2024	2023
	\$	\$

Restricted and internally allocated cash and cash equivalents

Council is exposed to credit risk through its investments in the QTC Cash Fund. The QTC Cash Fund is an asset management portfolio investing in a wide range of high credit rated counterparties. Deposits with the QTC Cash Fund are capital guaranteed.

Cash and cash equivalents	68,371,896	70,992,204
Less: externally imposed restrictions on cash	(1,189,320)	(4,803,480)
Unrestricted cash	67,182,576	66,188,724

Council's cash and cash equivalents and short-term investments are subject to a number of internal and external restrictions that limit amounts available for discretionary or future use. These include:

(i) Externally imposed expenditure restrictions at the reporting date relate to the following cash assets:

Unspent government grants and subsidies	1,189,320	4,803,480
Total externally imposed restrictions on cash assets	1,189,320	4,803,480

(ii) Internal allocations of cash at the reporting date:

Internal allocations of cash may be lifted by a Council with a resolution.

Waste levy refund received in advance	562,881	735,637
Constrained works	7,818,720	10,317,790
Future capital works	30,513,320	26,707,064
Future non-capital works	2,345,372	4,152,686
Total internally allocated cash	41,240,293	41,913,177
Total unspent restricted cash	42,429,613	46,716,657

Cash at bank and cash on hand at 30 June 2024 includes \$562,881 received in advance from the State Government for the State Waste Levy for the years 2023/24 though to 2026/27. This money has been set aside to help fund the Council's future waste levy expenses though to 2026/27.

Cash and deposits at call are held in various financial institutions in normal term deposits and business cheque accounts. These financial institutions have a short term credit rating of between A1+ to A3.

Trust Funds

In accordance with the *Local Government Act 2009* and *Local Government Regulation 2012*, a separate trust bank account and separate accounting records are maintained for funds held on behalf of outside parties. Funds held in the trust account include those funds from the sale of land for arrears in rates, deposits for the contracted sale of land, security deposits lodged to guarantee performance and unclaimed monies (e.g. wages). The Council performs only a custodian role in respect of these monies and because the monies cannot be used for Council purposes, they are not considered revenue nor brought to account in the financial statements since Council has no control over the assets.

Trust funds held for outside parties

Monies collected or held on behalf of other entities yet to be paid out to or on behalf of those entities

1,197,930	946,535
1,197,930	946,535

Funds held in trust by outside parties

Some funds belonging to Council are held in the trust funds of third parties. These include grants for water and sewerage infrastructure.

Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 11. Receivables

Settlement of receivables is required within 30 days from invoice date.

Receivables are measured at amortised cost which approximates fair value at reporting date.

Rates and Charges: Council is empowered under the provisions of the Local Government Act 2009 to sell an owner's property to recover outstanding rate debts and therefore the expected credit loss is immaterial. Impairment of rates and charges will occur only if arrears are deemed to be greater than the proceeds Council would receive from the sale of the respective property.

Other Debtors: Council identifies other debtors as receivables that are not rates and charges or government receivable for community organisation loans.

Government Receivables: Federal and State government organisations that are a statutory receivable to Council; these monies are guaranteed and payments are made to Council in the required timeframes. Historical data has shown no history of defaults by government agencies and therefore no material risk in default.

Loans to community organisations are recognised at their face value. Terms are for a maximum of 10 years with no interest charged. Security is not normally obtained.

	2024	2023
	\$	\$
Current		
Rateable revenue and utility charges	1,969,981	2,383,865
GST recoverable	886,497	694,715
Prepayments	1,066,665	915,936
Other debtors	1,543,589	1,597,693
Loans and advances to community organisations	4,950	10,125
Total	5,471,682	5,602,334
less: Provision for impairment		
Provision for doubtful debts	(558,928)	(346,891)
Total provision for impairment - receivables	(558,928)	(346,891)
Total current receivables	4,912,754	5,255,443
Non-current		
Loans and advances to community organisations	46,600	13,719
Total	46,600	13,719

The impairment of receivables reflects the unpaid rates for mining leases. Council acts in accordance with its Debt Recovery Policy and current internal processes that are in place to retrieve the outstanding debts.

Interest is charged on outstanding rates (8.03% per annum from 1 July 2021, 8.17% from 1 July 2022, 11.64% from 1 July 2023). No interest is charged on other debtors. Council applies normal business credit protection procedures prior to providing goods or services to minimise credit risk. There is no concentration of credit risk for rates and utility charges, fees and other debtors receivable.

The council does not require collateral in respect of trade and other receivables.

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Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 12. Inventories

Stores and raw materials

Costs are assigned on the basis of weighted average cost except for land where the cost is allocated to the relevant parcel.

Land held for resale

Land acquired by Council with the intention of reselling it (with or without further development) is classified as inventory.

	2024	2023
	\$	\$
(a) Inventories held for sale		
Miscellaneous saleable items	4,392	3,033
	<u>4,392</u>	<u>3,033</u>
(b) Inventories held for distribution		
Plant and equipment stores	878,473	964,235
	<u>878,473</u>	<u>964,235</u>
(c) Land purchased for development and sale		
Land	804,506	976,553
Total inventories	<u>1,687,371</u>	<u>1,943,821</u>

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Mareeba Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

Note 13. Property, plant and equipment

2024 Fair value category Measurement basis	Land \$	Buildings \$	Plant and fleet \$	Road, drainage and bridge network \$	Water \$	Sewerage \$	Infrastructure assets \$	Other assets \$	Work in progress \$	Total \$
	Level 2 & 3 Fair Value	Level 3 Fair Value	Cost	Level 3 Fair Value	Level 3 Fair Value	Level 3 Fair Value	Level 3 Fair Value	Level 3 Fair Value	Level 3 Cost	Level 3 Cost
Opening gross balance at 1 July	15,819,422	86,899,484	6,865,909	531,654,939	115,523,032	113,209,480	43,945,140	33,921,361	34,539,939	947,838,747
Additions	—	—	—	472,333	160,753	381,646	—	—	—	35,554,671
Disposals	(402,577)	(1,508,123)	(168,990)	(901,953)	(1,942,007)	(476,180)	(36,866)	—	—	(5,436,796)
Revaluation increments to equity (ARS)	3,399,485	19,015,618	—	—	11,522,151	11,573,938	3,105,942	—	—	48,617,134
Work in progress transfers	—	926,895	561,161	3,073,826	2,916,017	1,110,919	1,105,610	(9,774,154)	—	(79,726)
Total gross value of property, plant and equipment at 30 June	18,816,330	105,333,854	7,259,080	534,299,145	128,179,946	125,799,803	48,119,726	58,687,146	—	1,026,494,030
Opening accumulated depreciation and impairment at 1 July	—	24,572,071	4,005,267	121,457,515	49,193,168	32,341,306	15,298,581	—	—	246,867,908
Depreciation expense	—	1,535,459	371,161	6,309,246	1,488,154	1,726,799	1,080,124	—	—	12,510,943
Depreciation on disposals	—	(466,217)	(166,783)	(235,437)	(1,217,840)	(242,086)	(36,669)	—	—	(2,365,032)
Revaluation increments to equity (ARS)	—	9,376,335	—	—	5,031,091	3,443,007	1,165,849	—	—	19,018,282
Total accumulated depreciation and impairment property, plant and equipment at 30 June	—	35,019,647	4,209,645	127,531,324	54,494,573	37,269,026	17,507,885	—	—	276,032,100
Total net book value of property, plant and equipment	18,816,330	70,314,207	3,048,435	406,767,821	73,685,373	88,530,777	30,611,841	58,687,146	—	750,461,930
Other information	Not depreciated	11+185	1+16	10+130	5+150	7+200	5+120	Not depreciated	—	—
Range of estimated useful life (years)	—	—	—	—	—	—	—	—	—	—
*Asset additions comprise	—	—	—	—	—	—	—	—	—	—
Asset renewals	—	—	—	—	—	—	—	—	—	—
Other additions	—	—	—	—	—	—	—	—	—	—
Total asset additions	—	—	—	472,333	160,753	381,646	—	—	34,539,939	35,554,671

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Mareeba Shire Council

Notes to the Financial Statements

for the year ended 30 June 2024

Note 13. Property, plant and equipment (continued)

	Land	Buildings	Plant and fleet	Road, drainage and bridge network	Water	Sewerage	Infrastructure	Other assets	Work in progress	Total
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
2023										
Fair value category	Level 2 & 3	Level 3	Level 3	Level 3	Level 3	Level 3	Level 3	Level 3	Level 3	Level 3
Measurement basis	Fair Value	Fair Value	Cost	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Cost	Cost
Opening gross balance at 1 July	14,505,976	77,636,522	7,048,449	477,224,194	79,744,184	83,612,677	39,017,354	24,043,079	24,043,079	802,832,435
Additions	—	—	—	712,745	275,586	965,947	—	—	—	24,951,101
Disposals	—	(163,932)	(722,108)	(479,671)	(1,988,917)	—	(40,920)	—	—	(3,365,548)
Revaluation increments to equity (ARS)	507,709	8,884,814	—	49,141,527	35,304,946	24,874,671	4,690,884	—	—	123,404,551
Work in progress transfers	805,736	542,059	539,567	5,039,930	2,157,236	3,756,188	277,823	(13,118,539)	—	—
Adjustments and other transfers	—	—	—	16,214	—	—	—	—	—	16,214
Total gross value of property, plant and equipment at 30 June	15,819,422	86,899,464	6,865,909	531,654,939	115,523,032	113,209,480	43,945,140	33,921,361	33,921,361	947,838,747
Opening accumulated depreciation and impairment at 1 July	—	20,727,280	4,190,794	99,749,055	13,874,342	12,488,486	12,727,084	—	—	163,757,041
Depreciation expense	—	1,395,319	374,067	6,012,072	1,440,006	1,685,478	951,253	—	—	11,862,195
Depreciation on disposals	—	(53,500)	(559,594)	(226,882)	(1,158,877)	—	(12,789)	—	—	(2,011,642)
Revaluation increments to equity (ARS)	—	2,498,972	—	15,923,369	35,037,697	18,167,341	1,633,033	—	—	73,280,412
Total accumulated depreciation and impairment property, plant and equipment at 30 June	—	24,572,071	4,005,267	121,457,515	49,193,168	32,341,306	15,298,581	—	—	246,867,908
Total net book value of property, plant and equipment	15,819,422	62,327,393	2,860,642	410,197,424	66,329,864	80,868,174	28,646,559	33,921,361	33,921,361	700,970,839
Other information										
Range of estimated useful life (years)	Not depreciated	11-185	1-16	10-130	5-150	7-200	5-120	Not depreciated		
*Asset additions comprise										
Asset renewals	—	—	—	—	—	—	—	—	13,118,539	13,118,539
Other additions	—	—	—	712,745	275,586	965,947	9,878,284	—	11,832,562	11,832,562
Total asset additions	—	—	—	712,745	275,586	965,947	9,878,284	—	22,996,823	24,851,101

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Notes to the Financial Statements

for the year ended 30 June 2024

Note 13. Property, plant and equipment (continued)

(a) Recognition

Each class of property, plant and equipment is stated at amortised cost or fair value. Items of plant and equipment with a total value of less than \$5,000, and infrastructure assets and buildings with a total value of less than \$5,000 are treated as an expense in the year of acquisition. All other items of property, plant and equipment are capitalised.

Land under roads and reserve land under the Land Act 1994 or the Land Title Act 1994 is controlled by Queensland State Government and not recognised in Council's financial statements.

(b) Measurement

Property plant and equipment assets are initially recorded at cost. Subsequently, each class of property, plant and equipment is stated at cost or fair value (as shown in the table above) less, where applicable, any accumulated depreciation and accumulated impairment loss.

(c) Depreciation

Land is not depreciated as it has an unlimited useful life. Depreciation on other property, plant and equipment assets is calculated on a straight-line basis so as to write-off the net cost or revalued amount of each depreciable asset, less its estimated residual value, progressively over its estimated useful life to Council. Management believe that the straight-line basis appropriately reflects the pattern of consumption of all Council assets.

Depreciation methods, estimated useful lives and residual values of property, plant and equipment assets are reviewed at the end of each reporting period and adjusted where necessary to reflect any changes in the pattern of consumption, physical wear and tear, technical or commercial obsolescence, or management intentions. The condition assessments performed as part of the annual valuation process for assets measured at depreciated current replacement cost are used to estimate the useful lives of these infrastructure assets at each reporting date. Details of the range of estimated useful lives for each class of asset are shown in Note 13.

(d) Impairment

Property, plant and equipment held at cost is assessed for indicators of impairment annually. If an indicator of possible impairment exists, Council determines the asset's recoverable amount. Any amount by which the assets carrying amount exceeds the recoverable amount is recorded as an impairment loss.

(e) Valuation

Land, buildings, road, drainage, bridge, water, sewerage and other infrastructure assets are measured on the revaluation basis, at fair value, in accordance with AASB 116 Property, Plant and Equipment. Plant and fleet, and work in progress are measured at cost.

Non-current physical assets measured at fair value are revalued, where required, so that the carrying amount of each class of asset does not materially differ from its fair value at the reporting date. This is achieved by engaging independent, professionally qualified valuers to determine the fair value for each class of property, plant and equipment assets at least once every 5 years. This process involves the valuer physically sighting a representative sample of Council assets across all asset classes and making their own assessments of the condition of the assets at the date of inspection.

In the intervening years, Council uses internal engineers and asset managers to assess the condition and cost assumptions associated with all infrastructure assets, the results of which are considered in combination with an appropriate cost index for the region. Together these are used to form the basis of a management valuation for infrastructure asset classes in each of the intervening years. With respect to the valuation of the land and improvements, buildings and major plant asset classes in the intervening years, management engage independent, professionally qualified valuers to perform a "desktop" valuation. A desktop valuation involves management providing updated information to the valuer regarding additions, deletions and changes in assumptions such as useful life, residual value and condition rating. The valuer then determines suitable indices which are applied to each of these asset classes.

On revaluation, accumulated depreciation is restate proportionately with the change in the carrying amount of the asset and any change in the estimate of remaining useful life.

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Notes to the Financial Statements

for the year ended 30 June 2024

Note 13. Property, plant and equipment (continued)

Fair values are classified into three levels as follows:

Level 1 - fair value based on quoted prices (unadjusted) in active markets for identical assets or liabilities

Level 2 - fair value based on inputs that are directly or indirectly observable, such as prices for similar assets for the asset or liability

Level 3 - fair value based from data unobservable in the market

There were no transfers between levels during the year.

Valuation techniques used to derive level 2 and level 3 fair values

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Index applied (change in index recognised this year)	Other interim revaluation adjustment
Land and improvements (level 2 and level 3)	Market approach by direct comparison	30/06/24	APV Valuers & Asset Management	N/A	Nil

Key assumptions and estimates (related data sources)

- Current Zoning
- Sales transactions of other properties (price per square metre of land area) within the region adjusted for differences between key attributes of the properties.

Buildings (level 3)	Current replacement cost	30/06/24	APV Valuers & Asset Management	Asset Revaluation Index: Non-Residential Construction, Queensland	Nil
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Key assumptions and estimates (related data sources)

- Actual construction or purchase prices for recent projects paid by Council
- Appropriate APV database record details of actual cost from recent projects that are sourced directly from clients Rawlinson's Construction Guide or similar (such as Cordells)
- Benchmarking against other valuations
- The buildings asset class was completely revalued by APV. However, assets categorised by APV as Other Structures were excluded as they did not meet the criteria for Building valuation. Instead, these assets were indexed by 6.56% and will be revalued at a future date yet to be determined.

Roads (level 3)	Current replacement cost	30/06/20	Australis Advisory Group, APV Valuers & Asset Management	Producer Price Index (PPI): Road & Bridge Construction, Queensland, index applied 4%	Nil
Drainage (level 3)	Current replacement cost	30/06/21	Australis Advisory Group, APV Valuers & Asset Management	Producer Price Index (PPI): Road & Bridge Construction, Queensland, index applied 4.5%	Nil
Bridges (level 3)	Current replacement cost	30/06/22	Australis Advisory Group, APV Valuers & Asset Management	Producer Price Index (PPI): Road & Bridge Construction, Queensland, index applied 4%	Nil

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Mareeba Shire Council

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Notes to the Financial Statements

for the year ended 30 June 2024

Note 13. Property, plant and equipment (continued)

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Index applied (change in index recognised this year)	Other interim revaluation adjustment
Kerb and Channel (level 3)	Current replacement cost	30/06/23	Australis Advisory Group, APV Valuers & Asset Management	Producer Price Index (PPI): Road & Bridge Construction, Queensland, index applied 4%	Nil

Key assumptions and estimates (related data sources)

- Characterisation of assets
- Unit rates were established from listed data sources and verified and recent projects where possible
- Cost guide unit rates were based on the Brisbane Metro area and factors applied to adjust for regional location where primary local project data was not available.

Water and sewerage assets (level 3)	Current replacement cost	31/12/22	Australis Advisory Group	Asset Revaluation Index: Engineering Construction, Queensland, index applied 10.18%	Nil
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Key assumptions and estimates (related data sources)

- Rates assume an incremental Greenfields approach and exclude Brownfield cost components
- Council engineering team involved when developing replacement costs and relied on combination of sources, cost guides, historical costs, contractor rates, future works and regional information
- Location factor applied to unit rates

Other infrastructure assets (level 3)	Current replacement cost	30/06/19	APV Valuers & Asset Management	Asset Revaluation Index: Non-Residential Construction, Queensland, index applied 6.56%	Nil
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Key assumptions and estimates (related data sources)

- Actual construction or purchase prices for recent projects paid by Council
- Appropriate APV database where we record details of actual cost from recent projects that are sourced directly from clients
- Rawlinson's Construction Guide or similar (such as Cordells)
- Benchmarking against other valuations
- Buildings asset class was comprehensively revalued by APV with the exclusion of those deemed as 'Other Structures.'

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Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 14. Intangible assets

	2024	2023
	\$	\$
Intangible assets are as follows:		
Software		
Opening gross carrying value	2,746,235	2,746,235
Additions	79,726	—
Closing gross carrying value	2,825,961	2,746,235
Opening accumulated amortisation and impairment	(2,267,568)	(2,133,739)
Amortisation charges	(120,945)	(133,829)
Closing accumulated amortisation and impairment	(2,388,513)	(2,267,568)
Net carrying value at end of financial year	437,448	478,667
Total intangible assets - net book value ¹	437,448	478,667

(1) The software has a finite life estimated at 10 years. Straight line amortisation has been used with no residual value.

Mareeba Shire Council

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Notes to the Financial Statements

for the year ended 30 June 2024

Note 15. Contract balances

	2024	2023
	\$	\$

(a) Contract assets

Current

Contract assets	12,833,882	4,778,018
Total current contract assets	12,833,882	4,778,018

(b) Contract liabilities

Where Council has invoiced the customer or the grantor amounts in excess of what it has incurred in relation to a contract or in constructing an asset, this gives rise to a contract liability.

Current

Grants received upfront to construct Council controlled assets	9,930,358	5,484,613
Non-capital performance obligations not yet satisfied	281,732	215,237
Total current contract liabilities	10,212,090	5,699,850

Revenue recognised that was included in the contract liability balance at the beginning of the year

Funds to construct Council controlled assets	5,484,613	2,394,549
Non-capital performance obligations	215,237	203,710
Total revenue included in the contract liability	5,699,850	2,598,259

Satisfaction of contract liabilities

The contract liabilities in relation to capital grants relate to funding received prior to the work being performed since revenue is recognised as Council constructs the assets. Council expects to recognise the contract liability as income in the next year.

(c) Significant changes in contract balances

The movements in contract assets is largely due to the timing of when the works are completed to when the monies are received and also this movement is reflective of the DRFA works undertaken due to the impact of Tropical Cyclone Jasper. The movement in contract liabilities also represents advance payments in DRFA reconstruction works.

Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 16. Leases

Council as a lessee

Council does not separate lease and non-lease components for any class of assets and has accounted for lease payments as a single component.

The right of use asset is recognised is measured using the cost model. The right of use asset is depreciated over the lease term on a straight-line basis and assessed for impairment in accordance with the impairment of asset accounting policy.

Council has made an assessment that no right of use assets and associated lease liabilities have been identified in the leases where Council is a lessee.

Exceptions to lease accounting

Council has applied the exceptions to lease accounting for both short term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. Council recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.

Council has reviewed commitments for expenditure as previously reported and has not identified any commitments required to be recognised under AASB 16 Leases. Refer to Note 22 for commitments for expenditure.

Leases at significantly below market value / concessionary leases

Council has a number of leases at significantly below market value for land and buildings which are used for:

- Visitor Centre
- Community halls

The leases can range between 10 to 30 year terms and require payments of \$1 per annum if demanded. The use of right of use assets is restricted by the lessors to specified community services which Council must provide, these services are detailed in the leases.

Council has elected to measure the right of use asset arising from concessionary leases at cost which is based on the associated liability at initial recognition. Council does not believe that these leases are individually material.

Council as a lessor

When Council is a lessor, the lease is classified as either operating or finance lease at inception date, based on whether substantially all the risks and rewards incidental to ownership of the asset have been transferred to the lessee. If the risks and rewards have been transferred then the lease is classified as a finance lease, otherwise it is an operating lease.

If the lease contains lease and non-lease components, then the non-lease components are accounted for in accordance with AASB 15 Revenue from Contracts with Customers.

The lease income is recognised on a straight-line basis over the lease term.

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Notes to the Financial Statements

for the year ended 30 June 2024

Note 16. Leases (continued)

	2024	2023
	\$	\$

Operating leases

Where Council retains the risk and rewards relating to a lease, the lease is classified as an operating lease.

The minimum lease receipts are as follows:

Not later than one year	411,974	481,608
Between one and five years	1,909,037	1,862,927
Later than five years	3,784,690	4,053,781
Total lease receipts	6,105,701	6,398,316

The relevant assets are included in Property, Plant and Equipment (Note 13) as the rental is incidental or the asset is held to meet Council service delivery.

Lease and rental income	788,221	747,874
Total operating lease income (rental income)	788,221	747,874

Note 17. Payables

	2024	2023
	\$	\$

Creditors are recognised when goods or services are received, at the amount owed. Amounts owing are unsecured and are generally settled on 30 day terms.

Current

Creditors	4,594,780	3,235,593
Accrued expenses	6,992,968	3,812,363
Accrued wages and salaries	—	644,592
Other entitlements	134,113	120,254
Security deposit (capping of landfill) - SUEZ	1,445,879	—
Total current payables	13,167,740	7,812,802

Non-current

Security deposit (capping of landfill) - SUEZ	1,183,412	2,629,291
Total non-current payables	1,183,412	2,629,291

Accrued salaries and wages

A liability for salaries and wages is recognised and measured as the amount unpaid at the reporting date at current pay rates in respect of employees' services up to that date. This liability represents an accrued expense.

Security deposit (capping of landfill)

The Second Waste Disposal Agreement with SUEZ, dated 19 June 2017 provides for Council to charge a security deposit per tonnage. Under that contract, the security deposit is accessible by Council in the event that SUEZ fails to fulfil their landfill capping obligations. An apportionment of the security deposit is to be refunded in 2024/25 as the capping of the landfill will commence.

Mareeba Shire Council

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Notes to the Financial Statements

for the year ended 30 June 2024

Note 18. Borrowings

Interest is expensed as accrued, no interest has been capitalised during the current or comparative reporting period. Expected final repayment dates vary from 16 March 2036 to 15 June 2040.

Council adopts an annual debt policy that sets out Council's planned borrowings for the next ten years. Council's current policy is to only borrow for capital projects and for a term no longer than the expected life of the asset. Council also aims to comply with the Queensland Treasury Corporation's (QTC) borrowing guidelines and ensure that sustainability indicators remain within acceptable levels at all times.

	2024	2023
	\$	\$
Current		
Loans - QTC	409,761	400,001
Loans - Other	21,073	29,717
Total current borrowings	430,834	429,718
Non-current		
Loans - QTC	6,059,363	6,462,561
Loans - Other	-	21,073
Total non-current borrowings	6,059,363	6,483,634

The QTC loan market value at the reporting date was \$5,428,902. This represents the value of the debt if Council repaid it at that date. As it is the intention of Council to hold the debt for its term, no adjustment is required to be made in these accounts.

No assets have been pledged as security by Council for any liabilities, however all loans are guaranteed by the Queensland Government. There have been no defaults or breaches of the loan agreement during the 2023/24 financial years.

All borrowings are in \$A denominated amounts and carried at amortised cost.

Mareeba Shire Council

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Notes to the Financial Statements

for the year ended 30 June 2024

Note 19. Provisions**Annual Leave**

A liability for annual leave is recognised. Amounts expected to be settled within 12 months are calculated on current wage and salary levels and include related employee on-costs. Amounts not expected to be settled within 12 months are calculated on projected future wage and salary levels and related employee on-costs, and are discounted to present values. This liability represents an accrued expense.

As Council does not have an unconditional right to defer settlement of the annual leave beyond 12 months after the reporting date, annual leave is classified as a current liability.

Refuse Restoration

A provision is made for the cost of restoring refuse dumps where it is probable Council will have an obligation to rehabilitate the site when the use of the facilities is complete.

The calculation of the provisions use assumptions including application of environmental legislation, site closure dates, available technologies and engineering cost estimates. These uncertainties may result in future actual expenditure differing from amounts currently provided. The provisions are reviewed at least annually and updated based on the facts and circumstances available at the time.

Refuse restoration provision represents the present value of anticipated future costs associated with the closure of the dump sites, decontamination and monitoring of historical residues and leaching on these sites.

As refuse dumps are on state reserves which the Council does not control, the provision for restoration is treated as an expense in the year the provision is first recognised. Changes in the provision are treated as an expense or income.

The provision recognised for refuse sites is reviewed at least annually and updated based on the facts and circumstances available at the time. The provision for 2023/24 is now only for two sites in Mareeba. One Mareeba site was closed in the 2017/18 financial year. The second site in Mareeba closed in the 2021/22 financial year, however Council is not financially responsible for the capping costs of this site, only the ongoing monitoring and maintenance costs. The Department Environment Science and Innovation closed out the Almaden and Chillagoe sites therefore no future rehabilitation is required.

Long Service Leave

A liability for long service leave is measured as the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date. The value of the liability is calculated using current pay rates and projected future increases in those rates and includes related employee on-costs. The estimates are adjusted for the probability of the employee remaining in Council's employment or other associated employment which would result in Council being required to meet the liability. Adjustments are then made to allow for the proportion of the benefit earned to date, and the result is discounted to present value. The interest rates attaching to Commonwealth Government guaranteed securities at the reporting date are used to discount the estimated future cash outflows to their present value. The provision is discounted using the Commonwealth Bond yield rates published on the Department of State Development, Infrastructure, Local Government and Planning website.

Where employees have met the prerequisite length of service and Council does not have an unconditional right to defer this liability beyond 12 months, long service leave is classified as a current liability. Otherwise it is classified as a non-current liability.

	2024	2023
	\$	\$
Current		
Annual leave	2,409,132	2,226,233
Long service leave	1,956,838	2,004,037
Refuse restoration	109,105	109,630
Total current provisions	4,475,075	4,339,900

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Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 19. Provisions (continued)

	2024	2023
	\$	\$
Non-current		
Long service leave	258,434	151,916
Refuse restoration	1,780,452	1,953,317
Total non-current provisions	2,038,886	2,105,233

Details of movements in provisions

Refuse restoration

Balance at beginning of financial year	2,062,947	1,952,198
Increase due to unwinding of discount	82,822	70,254
Amounts used	(150,140)	(124,097)
Increase/(decrease) in provision due to change in rates	(106,072)	164,592
Balance at end of financial year	1,889,557	2,062,947

Note 20. Other liabilities

	2024	2023
	\$	\$
Current		
Waste levy refund received in advance	178,451	172,756
Total current other liabilities	178,451	172,756
Non-current		
Waste levy refund received in advance	384,430	562,881
Total non-current other liabilities	384,430	562,881

Waste levy received in advance

The State Government had made an advance payment to Council in June 2022, to mitigate the impact on households which took effect from 1 July 2022. In June 2023, another advance payment was made to pay four years' of worth of advance waste levy payments to councils for the years 2022/23 through to 2026/27. The apportioned amounts have been recognised as a current liability and non current liability respectively as at 30 June 2024.

Note 21. Asset revaluation surplus

The asset revaluation surplus comprises revaluation movements on property, plant and equipment.

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Mareeba Shire Council

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Notes to the Financial Statements

for the year ended 30 June 2024

Note 22. Commitments for expenditure

	2024	2023
	\$	\$

(a) Contractual commitments

Contractual commitments at end of financial year but not recognised in the financial statements are as follows:

Waste contracts	10,778,851	13,874,467
Cleaning contractors	343,350	455,233
	11,122,201	14,329,700

(b) Capital commitments (exclusive of GST)

Commitment for the construction of the following assets contracted for at the reporting date but not recognised as liabilities:

Property, plant and equipment

Transport	13,799,006	2,668,284
Water	7,114,549	11,410,241
Wastewater	4,369,655	7,837,864
Buildings	1,304,503	1,704,842
Plant and fleet	20,617	98,874
Water and other infrastructure	3,026,971	2,893,565

Total commitments	29,635,301	26,613,670
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These expenditures are payable as follows:

Within the next year	4,720,138	5,293,452
Later than one year and not later than 5 years	24,915,163	21,320,218
Total payable	29,635,301	26,613,670

Note 23. Contingent liabilities

Details and estimates of maximum amounts of contingent liabilities are as follows:

Local Government Mutual

The Council is a member of the local government mutual liability self-insurance pool, LGM Queensland. In the event of the pool being wound up or it is unable to meet its debts as they fall due, the trust deed and rules provide that any accumulated deficit will be met by the individual pool members in the same proportion as their contribution is to the total pool contributions in respect to any year that a deficit arises.

As at 30 June 2023 the financial statements reported an accumulated surplus and it is not anticipated any liability will arise.

Local Government Workcare

Council is a member of the Queensland local government worker's compensation self-insurance scheme, Local Government Workcare. Under this scheme Council has provided an indemnity towards a bank guarantee to cover bad debts which may remain should the self insurance licence be cancelled and there was insufficient funds available to cover outstanding liabilities. Only the Queensland Government's worker's compensation authority may call on any part of the guarantee should the above circumstances arise. The indemnity amount provided by Council as at 30 June 2024 in relation to the Local Government Workcare Bank Guarantee is \$484,129.

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Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 24. Superannuation - regional defined benefit fund

Council contributes to the LGIASuper Regional Defined Benefits Fund (the scheme) at the rate of 12% for each permanent employee who is a defined benefit member. The rate is set in accordance with the LGIASuper trust deed and may be varied on the advice of an actuary. The Regional Defined Benefits Fund is a complying superannuation scheme for the purpose of the Commonwealth Superannuation Industry (Supervision) legislation and is also governed by the *Local Government Act 2009*.

The scheme is managed by LGIASuper trustee as trustee for the LGIASuper trading as Brighter Super. The scheme is a pooled defined benefit plan and it is not in accordance with the deed to allocate obligations, plan assets and costs at council level.

Any amount by which the scheme is over or under funded may affect future benefits and result in a change to the contribution rate obligations, but has not been recognised as an asset or liability of Council.

Council may be liable to the scheme for a portion of another local governments' obligations should that local government be unable to meet them. However the risk of this occurring is extremely low and in accordance with the LGIASuper trust deed changes to the Council's obligations will only be made on the advice of an actuary.

The last completed actuarial assessment of the scheme as required under Superannual Prudential Standard 160 was undertaken as at 1 July 2021. The actuary indicated that 'At the valuation date of 1 July 2021, the net assets of the scheme exceeded the vested benefits and the scheme was in a satisfactory financial position as at the valuation date'. The measure of vested benefits represents the value of benefit entitlements should all participating employers voluntarily exit the scheme. Council is not aware of anything that has happened since that time that indicates the assets of the scheme are not sufficient to meet the vested benefits, as at reporting date.

No changes have been made to prescribed employer contributions which remain at 12% of employee salary or wages assets and there are no known requirements to change the rate of contributions.

The next triennial actuarial review date is not due until 1 July 2024.

The most significant risks that may result in the LGIASuper increasing the contribution rate, on the advice of the actuary are:

Investment risk - The risk that the schemes investment returns will be lower than assumed and additional contributions are needed to fund shortfall.

Salary growth risk - The risk that wages or salaries will rise more rapidly than assumed, increasing vested benefits to be funded.

	2024	2023
Notes	\$	\$
Superannuation contributions made to the Regional Defined Benefits Fund	106,255	104,500
Other superannuation contributions for employees	1,892,861	1,728,031
Total superannuation contributions paid by Council for employees	1,999,116	1,832,531

Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 25. Reconciliation of net result for the year to net cash inflow/(outflow) from operating activities

	2024 \$	2023 \$
Net operating result from income statement	10,826,097	21,747,429
Non-cash items		
Depreciation and amortisation	12,631,888	11,996,024
Bad debts written off	370,379	545,626
	13,002,267	12,541,650
Investing and development activities		
Net (profit)/loss on disposal of assets	2,639,907	828,685
Capital grants and contributions	(8,833,038)	(8,133,329)
Donated assets	(1,014,731)	(1,954,270)
Finance costs	82,821	70,254
Finance income	(451,495)	(584,527)
	(7,576,536)	(9,773,187)
Changes in operating assets and liabilities:		
(Increase)/decrease in receivables	390,926	(1,061,303)
(Increase)/decrease in inventories	256,450	305,264
(Increase)/decrease in contract assets	(7,134,502)	(1,758,174)
Increase/(decrease) in payables	3,736,304	(26,701)
Increase/(decrease) in contract liabilities	4,366,760	3,101,591
Increase/(decrease) in provisions	(13,994)	68,385
	1,601,944	629,062
Net cash inflow/outflow from operating activities	17,853,772	25,144,954

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Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 26. Reconciliation of liabilities arising from finance activities

	As at 30/06/23		As at 30/06/24
	Opening Balance \$	Cashflows \$	Closing balance \$
Loans	6,862,562	(393,438)	6,469,124
Loans - Other	50,790	(29,717)	21,073
	6,913,352	(423,155)	6,490,197

	As at 30/06/22		As at 30/06/23
	Opening Balance \$	Cashflows \$	Closing balance \$
Loans	7,246,084	(383,522)	6,862,562
Loans - Other	78,390	(27,600)	50,790
	7,324,474	(411,122)	6,913,352

Note 27. Events after the reporting period

There has not been any event that occurred after the end of the reporting period that has significantly affected, or may significantly affect, the current or future financial results of the Council.

Note 28. Financial instruments and financial risk management

(a) Financial assets and financial liabilities

Council has exposure to the following risks arising from financial instruments; (i) market risk, (ii) credit risk, and (iii) liquidity risk.

This note provides information (both qualitative and quantitative) to assist statement users evaluate the significance of financial instruments on the Council's financial position and financial performance, including the nature and extent of risks and how the Council manages these exposures.

Risk management framework

Council is responsible for the establishment and oversight of the risk management framework, together with developing and monitoring risk management policies.

Council approves policies for overall risk management, as well as specifically for managing credit, liquidity and market risk.

Council's risk management policies are established to identify and analyse the risks faced, to set appropriate limits and controls and to monitor these risks and adherence against limits. Council aims to manage volatility to minimise potential adverse effects on the financial performance of Council.

Council's audit committee oversees how management monitors compliance with Council's risk management policies and procedures, and reviews the adequacy of the risk managements framework in relation to the risks faced by Council. Council's audit committee is assisted in its oversight role by internal audit. Internal audit undertakes both regular and ad hoc reviews of risk management controls and procedures, the results of which are reported to the audit committee.

Council does not enter into derivatives.

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Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 28. Financial instruments and financial risk management (continued)

Credit risk

Credit risk is the risk of financial loss if a counterparty to a financial instrument fails to meet its contractual obligations. These obligations arise principally from Council's investments and receivables from customers.

Exposure to credit risk is managed through regular analysis of credit counterparty ability to meet payment obligations. Investments in financial instruments are required to be made with Queensland Treasury Corporation (QTC) or similar state/commonwealth bodies or financial institutions in Australia, in line with the requirements of the Statutory Bodies Financial Arrangements Act 1982.

The carrying amounts of financial assets at the end of the reporting period represent the maximum exposure to credit risk for the Council, refer to Notes 10 and 11.

Council does not require collateral in respect of trade and other receivables. Council does not have trade receivables for which no loss allowance is recognised because of collateral.

At reporting date, the exposure to credit risk for trade receivables by type of counterparty was as follows:

	2024	2023
	\$	\$
Property charges	1,969,981	2,383,865
GST recoverable	886,497	694,715
Community organisations	51,550	23,844
Other	13,818,543	6,028,819
Total	16,726,571	9,131,243

Liquidity risk

Liquidity risk is the risk that Council will encounter difficulty in meeting the obligations associated with its financial liabilities that are settled by delivering cash or another financial asset.

Council's approach to managing liquidity is to ensure, as far as possible, that it will have sufficient liquidity to meet its liabilities when they are due, under both normal and stress conditions, without incurring unacceptable losses or risking damage to the Council's reputation.

Exposure to liquidity risk

Council is exposed to liquidity risk through its normal course of business and through its borrowings with the Queensland Treasury Corporation.

Council manages its exposure to liquidity risk by maintaining sufficient cash deposit to cater for unexpected volatility in cash flows.

Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 28. Financial instruments and financial risk management (continued)

	0 to 1 year \$	1 to 5 years \$	Over 5 years \$	Total contractual cash flows \$	Carrying amount \$
2024					
Payables	13,346,191	1,567,842	—	14,914,033	14,914,033
Loans - QTC	560,375	2,241,502	4,826,318	7,628,195	6,469,124
Loans - other	21,073	—	—	21,073	21,073
	<u>13,927,639</u>	<u>3,809,344</u>	<u>4,826,318</u>	<u>22,563,301</u>	<u>21,404,230</u>
2023					
Payables	7,985,558	562,881	—	8,548,439	8,548,339
Loans - QTC	560,375	2,241,502	5,386,694	8,188,571	6,862,562
Loans - other	29,717	21,073	—	50,790	50,790
	<u>8,575,650</u>	<u>2,825,456</u>	<u>5,386,694</u>	<u>16,787,800</u>	<u>15,461,691</u>

The outflows in the above table are not expected to occur significantly earlier and are not expected to be for significantly different amounts than indicated in the table.

Market risk

Market risk is the risk that changes in market indices, such as interest rates, will affect the Council's income or the value of its holdings of financial instruments.

Interest rate risk

Council is exposed to interest rate risk through investments and borrowings with QTC and other financial institutions.

Council has access to a mix of variable and fixed rate funding options through QTC so that interest rate risk exposure can be minimised.

The impact of a reasonably priced change in interest rates (assumed to be 1%) would not be expected to have a material impact on Council's future profits or equity.

Council does not account for any fixed-rate financial assets or financial liabilities at fair value through profit or loss, therefore a change in interest rates at the reporting date would not affect profit or loss.

(b) Fair value

The fair value of trade and other receivables and payables is assumed to approximate the value of the original transaction, less any allowance for impairment.

The fair value of borrowings with QTC is based on the market value of debt outstanding. The market value of a debt obligation is the discounted value of future cash flows based on prevailing market rates and represents the amount required to be repaid if this was to occur at balance date. The market value of debt is provided by QTC and is disclosed in Note 18.

QTC applies a book rate approach in the management of debt and interest rate risk, to limit the impact of market value movements to clients' cost of funding. The book value represents the carrying value based on amortised cost using the effective interest method.

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Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 29. National competition policy

Council applies the competitive code of conduct to the following activities:

- Water services
- Sewerage services
- Waste management
- Laboratory services
- Building services

This requires the application of full cost pricing, identifying the cost of community service obligations (CSO) and eliminating the advantages and disadvantages of public ownership within that activity.

The CSO value is determined by Council, and represents an activities cost(s) which would not be incurred if the primary objective of the activities was to make a profit. The Council provides funding from general revenue to the business activity to cover the cost of providing non-commercial community services or costs deemed to be CSO's by the Council.

The following activity statements are for activities subject to the competitive code of conduct:

	Water services 2024 \$'000	Sewerage services 2024 \$'000	Waste management 2024 \$'000	Laboratory services 2024 \$'000	Building services 2024 \$'000
Revenue for services provided to the Council	300	53	153	-	-
Revenue for services provided to external clients	9,378	7,026	5,779	115	-
Community service obligations	-	-	-	-	-
	9,678	7,079	5,932	115	-
Less: expenditure	5,897	4,389	5,185	215	5
Surplus	3,781	2,690	747	(100)	(5)

Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 30. Transactions with related parties

(a) Key management personnel

Transactions with key management personnel

KMP are those persons having authority and responsibility for planning, directing and controlling the activities or indirectly, including any director (whether executive or otherwise) at Council. KMP include the Mayor, Councillors, Council's Chief Executive Officer and some executive management.

	2024	2023
	\$	\$
The compensation paid to key management personnel comprises:		
Short-term employee benefits	1,499,018	1,465,653
Post-employment benefits	146,460	148,391
Long-term benefits	-	42,195
Termination benefits	-	4,249
Total	1,645,478	1,660,488

(b) Other Related Parties

Transactions with other related parties

Other related parties include the close family members of KMP and any entities controlled or jointly controlled by KMP or their close family members. Close family members include a spouse, child and dependent of a KMP or their spouse.

Details of transactions between Council and other related parties include:

Transaction type	Additional information	2024	2023
		\$	\$
Purchase of materials and services from entities controlled by KMP	30(b)(i)	402,390	13,911
Employee expenses for close family members	30(b)(ii)	81,604	117,411
		483,994	131,322

(i) Council purchased the following material and services from entities that are controlled by members of KMP. All materials and services purchased from entities controlled by KMP were at arm's length and were in the normal course of Council's operations.

	2024	2023
	\$	\$
Transport Services	1,991	1,056
Slashing Services	-	7,680
Minor Purchases (magazines and newspapers)	5,255	5,175
Waste Contract Services	395,144	-
	402,390	13,911

(ii) Council employs 201 full time equivalent employees of which 1 is a close family member of KMP (2022/23:4 family members). All close family members of KMP were employed through an arm's length process. They are paid in accordance with the Award for the job they perform.

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Mareeba Shire Council

Financial Statements 2024

Notes to the Financial Statements

for the year ended 30 June 2024

Note 30. Transactions with related parties (continued)

(c) Outstanding balances

There were no balances outstanding at the end of the reporting period in relation to transactions with related parties (2022/23 nil balance).

(d) Loans and guarantees to/from related parties

Council does not make loans to or receive loans from related parties. No guarantees have been provided.

(e) Commitments to/from other related parties

There were no commitments in the 2023-2024 financial year.

(f) Transactions with related parties that have not been disclosed

Most of the entities and people that are related parties of Council live and operate within the Mareeba Shire Council. Therefore on a regular basis, ordinary citizen transactions occur between Council and its related parties. Some examples include:

- Payment of rates
- Dog registration
- Use of public pool
- Borrowing books from a Council library

Council has not included these types of transactions in its disclosure, where they are made on the same terms and conditions available to the general public.

Mareeba Shire Council

Financial Statements 2024

General Purpose Financial Statements

for the year ended 30 June 2024

Management Certificate

for the year ended 30 June 2024

These General Purpose Financial Statements have been prepared pursuant to sections 176 and 177 of the *Local Government Regulation 2012* (the Regulations) and other prescribed requirements.

In accordance with Section 212(5) of the Regulation, we certify that:

- i. the prescribed requirements of the *Local Government Act 2009* and *Local Government Regulations 2012* for the establishment and keeping of accounts have been complied with in all material respects; and
- ii. the general purpose financial statements, as set out on pages 1 to 41, present a true and fair view, in accordance with Australian Accounting Standards, of the Council's transactions for the financial year and financial position at the end of the year.



Angela Toppin
Mayor
01/10/2024



Peter Franks
Chief Executive Officer
01/10/2024



INDEPENDENT AUDITOR'S REPORT

To the councillors of Mareeba Shire Council

Report on the audit of the financial report

Opinion

I have audited the financial report of Mareeba Shire Council.

The financial report comprises the statement of financial position as at 30 June 2024, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including material accounting policy information and the certificate given by the Mayor and Chief Executive Officer.

In my opinion, the financial report:

- a) gives a true and fair view of the council's financial position as at 30 June 2024, and of its financial performance for the year then ended; and
- b) complies with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

The councillors are responsible for the other information.

The other information comprises the information included in the entity's annual report for the year ended 30 June 2024, but does not include the financial report and our auditor's report thereon.

At the date of this auditor's report, the available other information in Mareeba Shire Council's annual report for the year ended 30 June 2024 was the current year financial sustainability statement (audited ratios), current year financial sustainability statement - contextual ratios (unaudited), unaudited long-term financial sustainability statement and the annual report.



My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the Local Government Regulation 2012, I have formed a separate opinion on the current year financial sustainability statement (audited ratios).

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the councillors for the financial report

The councillors are responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards, and for such internal control as the councillors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The councillors are also responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the council or to otherwise cease operations of the council.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of my responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at:

https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf

This description forms part of my auditor's report.

Report on other legal and regulatory requirements

In accordance with s. 40 of the *Auditor-General Act 2009*, for the year ended 30 June 2024: received all the information and explanations I required

- a) I consider that, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

**Prescribed requirements scope**

The prescribed requirements for the establishment and keeping of accounts are contained in the *Local Government Act 2009*, and the Local Government Regulation 2012. The applicable requirements include those for keeping financial records that correctly record and explain the council's transactions and account balances to enable the preparation of a true and fair financial report.

A handwritten signature in blue ink, appearing to read 'Sri Narasimhan'.

Sri Narasimhan
as delegate of the Auditor-General

3 October 2024

Queensland Audit Office
Brisbane

Mareeba Shire Council

Financial Statements 2024

Current Year Financial Sustainability Statement for the year ended 30 June 2024

	Target Tier x	Actual 2024	5 Yr Av. 2020-24
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Audited ratios

Council's performance at 30 June 2024 against key financial ratios and targets.

Liquidity

1. Unrestricted cash expense coverage ratio

Total cash and equivalents add current investments add available ongoing QTC working capital limit less externally restricted cash	x 12	Greater than 4 months	17.5 months	N/A
Total operating expenditure less depreciation and amortisation less finance costs				

The unrestricted cash expense cover ratio is an indicator of the unconstrained liquidity available to a council to meet ongoing and emergent financial demands, which is a key component to solvency. It represents the number of months a council can continue operating based on current monthly expenses. In 2023/24, Council has sufficient unrestricted cash to cover a portion of its future planned expenses, such as infrastructure investments, and if necessary, address unplanned expenses or disaster recovery effects.

Operating Performance

2. Operating surplus ratio

Operating result	Greater than 0%	4.96%	12.63%
Total operating revenue			

The operating surplus ratio is an indicator of the extent to which operating revenues generated cover operational expenses. Any operating surplus would be available for capital funding or other purposes. In 2023/24 Council closed the financial year with a reasonable operating result without reliance of the early payment of the Financial Assistance Grant.

3. Operating cash ratio

Operating result add depreciation and amortisation add finance costs	Greater than 0%	22.52%	31.30%
Total operating revenue			

The operating cash ratio is a measure of council's ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation, and finance costs. Council budgets a surplus each year to ensure it generates a surplus from its core operations, enabling it to primarily self fund capital expenditure in line with Asset Management Plan and the Long Term Financial Forecast.

Asset management

4. Asset sustainability ratio

Capital expenditure on replacement of infrastructure assets (renewals)	Greater than 80%	89.02%	133.83%
Depreciation expenditure on infrastructure assets			

The asset sustainability ratio approximates the extent to which the infrastructure assets managed by a council are being replaced as they reach the end of their useful lives. Over the long term, Council is adequately renewing its assets as they reach the end of their useful lives.

5. Asset consumption ratio

Written down replacement cost of depreciable infrastructure assets	Greater than 60%	71.14%	78.43%
Current replacement cost of depreciable infrastructure assets			

The asset consumption ratio approximates the extent to which council's infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community. Councils assets are being consumed in line with their estimated useful lives.

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Mareeba Shire Council

Financial Statements 2024

Current Year Financial Sustainability Statement for the year ended 30 June 2024
(continued)

	Target Tier x	Actual 2024	5 Yr Av. 2020-24
Debt servicing capacity			
6. Leverage ratio			
Book value of debt			
Total operating revenue less total operating expenditure add depreciation and amortisation	0 - 3 times	0.4 times	0.4 times

The leverage ratio is an indicator of a council's ability to repay its existing debt. It measures the relative size of the council's debt to its operating performance. In 2023/24 Council has the ability to repay its existing debt and maintain a relatively low level of debt.

Note 1 - basis of preparation
The current year financial sustainability statement is prepared in accordance with the requirements of the Local Government Regulation 2012 and the Financial Management (Sustainability) Guideline 2024. The amounts used to calculate the 6 reported measures are prepared on an accrual basis and are drawn from the council's audited general purpose financial statements for the year ended 30 June 2024.

Mareeba Shire Council

Financial Statements 2024

Certificate of Accuracy (audited ratios)

This current-year financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the Regulation).

In accordance with Section 212(5) of the Regulation we certify that this current year financial sustainability statement has been accurately calculated.



Angela Toppin
Mayor
01/10/2024



Peter Franks
Chief Executive Officer
01/10/2024

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INDEPENDENT AUDITOR'S REPORT

To the Councillors of Mareeba Shire Council

Report on the Current-Year Financial Sustainability Statement

Opinion

I have audited the accompanying current year financial sustainability statement (audited ratios) of Mareeba Shire Council for the year ended 30 June 2024, comprising the statement, explanatory notes, and the certificate of accuracy given by the Mayor and the Chief Executive Officer.

In accordance with s.212 of the Local Government Regulation 2012, in my opinion, in all material respects, the current year financial sustainability statement of Mareeba Shire Council for the year ended 30 June 2024 has been accurately calculated.

Basis of opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the current year financial sustainability statement* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to my audit of the statement in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matter – basis of accounting

I draw attention to Note 1 which describes the basis of accounting. The current year financial sustainability statement has been prepared in accordance with the Financial Management (Sustainability) Guideline 2024 for the purpose of fulfilling the council's reporting responsibilities under the Local Government Regulation 2012. As a result, the statement may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Other Information

The councillors are responsible for the other information.

The other information comprises the information included in the entity's annual report for the year ended 30 June 2024, but does not include the financial sustainability statement and our auditor's report thereon.

At the date of this auditor's report, the available other information in Mareeba Shire Council's annual report for the year ended 30 June 2024 was the general-purpose financial statements, current-year financial sustainability statement - contextual ratios (unaudited), and the long-term financial sustainability statement, and the annual report.



My opinion on the current year financial sustainability statement does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the Local Government Regulation 2012, I have formed a separate opinion on the general-purpose financial report.

In connection with my audit of the financial sustainability statement, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial sustainability statement and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the councillors for the current year financial sustainability statement

The councillors are responsible for the preparation and fair presentation of the current year financial sustainability statement in accordance with the Local Government Regulation 2012. The councillors responsibility also includes such internal control as the councillors determine is necessary to enable the preparation and fair presentation of the statement that is accurately calculated and is free from material misstatement, whether due to fraud or error.

Auditor's responsibilities for the audit of the current year financial sustainability statement

My objectives are to obtain reasonable assurance about whether the current year financial sustainability statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this statement.

My responsibility does not extend to forming an opinion on the appropriateness or relevance of the reported ratios, nor on the council's future sustainability.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of material accounting policy information used and the reasonableness of accounting estimates and related disclosures made by the council.



I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Sri Narasimhan
as delegate of the Auditor-General

3 October 2024

Queensland Audit Office
Brisbane

Mareeba Shire Council

Financial Statements 2024

Current Year Financial Sustainability Statement for the year ended 30 June 2024

	Target Tier x	Actual 2024	5 Yr Av. 2020-24
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Contextual ratios (unaudited)

Financial Capacity

1. Council controlled revenue

Net rates, levies and charges add fees and charges			
Total operating revenue	N/A	55.51%	58.29%

Council controlled revenue is an indicator of a council's financial flexibility, ability to influence its operating income, and capacity to respond to unexpected financial shocks. The outcome is influenced by a moderate proportion of rates revenue, which accounts for 53% of total revenue and fees and charges contributing just 2%. As a result, the council has limited flexibility to increase revenue and is somewhat dependent on grants and contracts.

2. Population growth

Prior year estimated population			
Previous year estimated population	-1	N/A	0.85%
			1.01%

Population growth is a key driver of a council's operating income, service needs, and infrastructure requirements into the future. Inputs for this ratio are provided by the State. The population growth is in line with Council estimate.

Note 1 - basis of preparation

The current year financial sustainability statement - Contextual Ratios is prepared in accordance with the requirements of the Local Government Regulation 2012 and the Financial Management (Sustainability) Guideline 2024. The amounts used to calculate the 2 reported measures are prepared on an accrual basis and are drawn from the council's audited general purpose financial statements for the year ended 30 June 2024.

Mareeba Shire Council

Financial Statements 2024

Certificate of Accuracy (contextual ratios - unaudited)

This current-year financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the Regulation).

In accordance with Section 212(5) of the Regulation we certify that this current year financial sustainability statement has been accurately calculated.



Angel Toppin
Mayor
01/10/2024



Peter Franks
Chief Executive Officer
01/10/2024

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Financial Statements 2024

Mareeba Shire Council

Unaudited Long Term Financial Sustainability Statement prepared as at 30 June 2024

[illegible]

Measures of financial sustainability

Liquidity

1. Unrestricted cash expense coverage ratio

Total cash and equivalents add current investments
add available ongoing QTC working capital limit less
externally restricted cash

Total operating expenditure less depreciation and
amortisation less finance costs

[illegible]

The unrestricted cash expense cover ratio is an indicator of the unconstrained liquidity available to a council to meet ongoing and emergent financial demands, which is a key component to solvency. It represents the number of months a council can continue operating based on current monthly expenses.

Operating Performance

2. Operating surplus ratio

Operating result	Greater than 0%
Total operating revenue	Greater than 0%

The operating surplus ratio is an indicator of the extent to which operating revenues generated cover operational expenses. Any operating surplus would be available for capital funding or other purposes.

3. Operating cash ratio

Operating result add depreciation and amortisation add finance costs	Greater than 0%
Total operating revenue	

The operating cash ratio is a measure of council's ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation, and finance costs.

Financial Statements 2024

Mareeba Shire Council

Unaudited Long Term Financial Sustainability Statement prepared as at 30 June 2024 (continued)

	Target 2024	Actual 2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Asset Management												
4. Asset sustainability ratio												
Capital expenditure on replacement of infrastructure assets (renewals)		89.02%	89.23%	348.73%	108.56%	102.41%	101.53%	104.71%	106.18%	134.22%	106.65%	107.71%
Depreciation expenditure on infrastructure assets	Greater than 80%											
The asset sustainability ratio approximates the extent to which the infrastructure assets managed by a council are being replaced as they reach the end of their useful lives.												
5. Asset consumption ratio												
Written down replacement cost of depreciable infrastructure assets	Greater than 60%	71.14%	66.31%	68.12%	68.33%	67.16%	65.82%	64.86%	63.58%	64.47%	63.42%	62.43%
Current replacement cost of depreciable infrastructure assets												
The asset consumption ratio approximates the extent to which council's infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community.												
Debt servicing capacity												
7. Leverage ratio												
Book value of debt		0.4 times	0.3 times	0.3 times	0.3 times	0.3 times	0.2 times	0.2 times	0.2 times	0.1 times	0.1 times	0.1 times
Total operating revenue less total operating expenditure add depreciation and amortisation	0 - 3 times											
The leverage ratio is an indicator of a council's ability to repay its existing debt. It measures the relative size of the council's debt to its operating performance.												
Financial Capacity												
8. Council controlled revenue												
Net rates, levies and charges add fees and charges	N/A	55.51%	76.54%	76.69%	76.74%	76.76%	76.78%	76.80%	76.82%	76.84%	76.85%	76.87%
Total operating revenue												
Council controlled revenue is an indicator of a council's financial flexibility, ability to influence its operating income, and capacity to respond to unexpected financial shocks.												

Mareeba Shire Council										Financial Statements 2020
9. Population growth										
Prior year estimated population										
Previous year estimated population										
Population growth is a key driver of a council's operating income, service needs, and infrastructure requirements into the future.										

Mareeba Shire Council

Financial Statements 2024


Certificate of Accuracy - Long Term Financial Sustainability Statement

This long-term financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the Regulation).

In accordance with Section 212(5) of the Regulation we certify that this long-term financial sustainability statement has been accurately calculated.



Angela Toppin
Mayor
01/10/2024



Peter Franks
Chief Executive Officer
01/10/2024

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9 EXTERNAL AUDIT

9.1 AUDIT STRATEGY 2024/25

Date Prepared: 4 February 2025

Author: Manager Finance

Attachments: 1. 2024-25 Audit Plan [↓](#)
2. Briefing Note [↓](#)

EXECUTIVE SUMMARY

This report has been prepared to advise the Audit Committee of the 2024/25 External Audit Program as provided by Queensland Audit Office appointed contract auditors, Grant Thornton.

RECOMMENDATION

That the Audit Committee note the 2024/25 Audit Plan and Briefing Note provided by the Queensland Audit Office.

BACKGROUND

Grant Thornton have been subcontracted by the Queensland Audit Office to perform the external audit of Council's financial statements for the period ending 30 June 2025.

There was one significant deficiency, and two deficiencies for internal controls identified in 2023/24. Please note Council officers status update relating to these deficiencies outlined in the table below:

Internal Control Issues

Issue	Status and comment
<p>Journal entries posted by senior members of the finance team not reviewed</p> <p><u>Observation</u> Journal entries prepared by senior members of the finance team are not always reviewed by someone other than the preparer. Journal entries adjust financial records directly, bypassing the key controls that council has in place to record revenue and expenses.</p> <p><u>Implication</u> If staff are preparing and approving these entries without a secondary review, there is a higher chance they may make unintentional errors or incorrect adjustments. Not having a secondary review creates an opportunity for intentional manipulation (such as adjusting entries to meet budget targets or hide financial issues). Effective segregation of duties minimises these risks.</p>	<p>Management notes the findings regarding the independent review of journal entries prepared by senior members of the finance team (Manager Finance and Senior Accountant). However management does not believe that this is a significant deficiency.</p> <p>While this practice remains unchanged for over 10 years without any fraud or errors identified, it is important to note that all journals created within TechnologyOne ledgers have adequate and sufficient audit trail which captures the credentials of users creating and approving every transaction across all ledgers.</p> <p>All actual financial results are checked against the approved budget by two or more</p>

Audit Committee Meeting Agenda

12 March 2025

<p><u>QAO recommendation</u></p> <p>We recommend council establish a process where all journal entries are reviewed and approved by someone other than the preparer. If it is not practical for a secondary review to be performed at the time of posting each journal, council may consider implementing a periodic journal review process (such as monthly or quarterly).</p>	<p>finance officers on a monthly basis. Additionally, all budget holders regularly review their own budgets, providing further oversight and accountability.</p> <p>Furthermore, monthly financial reports are provided to Council and to Audit Committee. Given these multiple layers of review, management is confident that the risk of undetected fraud or error is minimal and strongly believes that current internal controls are strong.</p> <p>In order to demonstrate Management's commitment to continuous improvement and transparency, a new process will involve generation of a monthly report, detailing each journal entry that senior officers have prepared and posted under their own approval. This report will be reviewed each month to ensure accountability.</p>
<p>Activities of privileged users are not monitored or reviewed</p> <p><u>Observation</u></p> <p>Council does not have appropriate controls in place to monitor and detect unauthorised activities or transactions that could be made in its financial reporting system. Of particular risk, are those that may be made by users with high levels of system access (known as privileged users). Examples of activities by privileged users that council should monitor include:</p> <ul style="list-style-type: none"> • changes to user access (such as modifying existing user access) being performed without adequate support • changes to the configuration of systems • sensitive privileges assigned to user accounts. <p>We also observed that council does not maintain a centralised record of all changes to applications and the IT environment.</p> <p><u>Implication</u></p> <p>Users with full system access can override segregation of duties in the system and perform unauthorised activities and transactions. For example, without adequate controls in place, they could create fictitious users or change system configurations.</p> <p>If council does not monitor these types of activities, there is a risk it will not promptly detect unauthorised and suspicious activities This could compromise the integrity of council's financial reporting.</p>	<p>Council will undertake a risk assessment and based on the findings will implement practical measures to mitigate risk. It should be noted that the two critical areas of accounts payable and payroll, an exception report is prepared monthly and reviewed by an independent third party.</p>

Audit Committee Meeting Agenda

12 March 2025

<p><u>QAO recommendation</u> We recommend council:</p> <ul style="list-style-type: none"> • performs a risk assessment to identify critical and sensitive activities and transactions that require monitoring • if the risk assessment deems it necessary, Council should define and implement processes to regularly review these activities and transactions, such as: • reviewing audit logs • enabling automated alerts to relevant staff when the defined activities or exceptions are detected. • Maintains a centralised record of all changes to the financial reporting system applications and its financial reporting system IT environment. 	
<p>Deficiencies in the property, plant and equipment accounting processes</p> <p><u>Observation</u> We identified the following deficiencies in the accounting for property, plant, and equipment:</p> <ul style="list-style-type: none"> • A parcel of land sold in September 2022 for \$175k was not removed from the asset register or accounted for as a disposal in the financial system until the current year; • Numerous completed projects remain in the work-in-progress account long after being in use, delaying their transfer to the appropriate asset class and commencement of depreciation; and • Council's approach to accounting for partial disposals of assets relies on original cost estimates, which is inconsistent with fair value requirements under AASB 116. <p><u>Implication</u> These deficiencies, while not material, result in overstated asset balances, understated depreciation and disposal gains/losses, and inaccurate financial reporting. Further, gaps in asset management processes could weaken the Council's ability to effectively manage and report on its assets, increasing the risk of material misstatements in future reporting periods.</p> <p><u>QAO recommendation</u> We recommend that management:</p> <ol style="list-style-type: none"> 1. Strengthens controls over asset disposals, including timely removal from the asset register and recognition in the general ledger 2. Ensures that completed projects are promptly transferred to the relevant asset class with depreciation commencing. 	<p>Council is committed to strengthening our asset management and financial reporting processes. Below are our responses to each of the observations:</p> <ol style="list-style-type: none"> 1. Timely Removal of Disposed Assets The delay in removing the sold parcel of land from the asset register was an oversight due to the loss of key staff during that period. Once identified, the necessary adjustment was promptly processed. Management does confirm that processes are in place to ensure timely disposal of assets and are taking steps to reinforce these controls to prevent future occurrences. 2. Transfer of Completed Projects Management recognises the importance of promptly transferring completed projects from work-in-progress to the relevant asset class to ensure accurate depreciation. Due to the loss of key staff and limited resources we have experienced a backlog but this is actively being addressed. 3. Accounting for Partial Disposals Management acknowledge that the method for accounting for partial disposals has been in place for over 10 years however is committed to reviewing valuation methods for partial disposals in line with AASB116.

Audit Committee Meeting Agenda

12 March 2025

- | | |
|---|--|
| <p>3. Adopt a fair value method for accounting for partial disposals to comply with AASB 116 and ensure accurate asset valuations.</p> | |
|---|--|

Auditors will be on-site during the week commencing 14 April 2025. Other key dates and milestones have been provided to manage this audit and are provided below for your information:

4. Key financial audit milestones

We have discussed with Linda Tarsitano (Senior Accountant) and Elisa Tatti (Manager Finance) to establish the following key reporting deadlines. Strong collaboration will ensure that these deliverables are mutually achievable.

During the outlined audit visit dates below, we have agreed to work on-site at Mareeba Shire Council with your finance team. Working together in-person helps us ensure an efficient and timely audit process.

Planning	Agreed date
External audit plan issued to client	By 21 February 2025
Audit committee meeting	12 March 2025
Interim	
Interim audit requirements uploaded to Audit Dashboard	By 11 April 2025
Interim testing visit	14 April – 17 April 2025
Interim report outlining preliminary audit findings issued to client	2 May 2025
Audit committee meeting	TBA
Position papers on known accounting issues due to audit	13 June 2025
Proforma financial statements due to audit	13 June 2025
Asset valuations due to audit	13 June 2025
Rate revenue testing	16 – 17 June 2025
Stocktake (attended by audit)	30 June 2025 (tentative / final date TBA by management)
Feedback on position papers to client	11 July 2025
Feedback on proforma financial statements to client	11 July 2025
Asset valuations reviewed by audit	11 July 2025
Final	
Audit committee meeting	13 August 2025
Complete draft financial statements to audit	15 August 2025
Final audit requirements uploaded to Audit Dashboard	15 August 2025
Year-end visit	18 August - 29 August 2025
Feedback on draft financial statements to client	9 September 2025
QAO closing report summarising the audit findings issued to client	23 September 2025
Audit committee meeting / audit committee clearance	30 September 2025
Financial statements signed by management	30 September 2025
Audit report including our audit opinion issued to the client	By 2 October 2025
Final management report outlining the final audit findings issued to the client	By 2 October 2025

In conjunction with management, we have identified the following key accounting issues that will require resolution this year.

Issue	Details	Position paper due date	
		Management	QAO
Revenue recognition – for new/amended revenue streams/agreements.	Management to provide a paper on revenue recognition assessment for year ending 30 June 2025 for all new/changed revenue streams and grants.	13 June 2025	11 July 2025



2025 EXTERNAL AUDIT PLAN

Mareeba Shire Council **20 February 2025**



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Mr Peter Franks
Chief Executive Officer
Mareeba Shire Council

Dear Mr Franks

2025 External audit plan

We are pleased to present our external audit plan for Mareeba Shire Council for the financial year ending 30 June 2025.

The purpose of our audit is to express an opinion on the 2025 financial statements and current year financial sustainability statement.

Our audit does not guarantee that every amount and disclosure in the financial statements is free from error – our aim is to identify material errors and omissions. We target the areas that have the highest risks of material misstatement due to fraud or error. The expected cost for the 2024–25 audit is \$135,500.

Financial reporting risks and areas of audit focus

The areas of audit focus for the 2025 year are as follows:

- Property, plant and equipment (including asset revaluation surplus and depreciation)
- Revenue recognition
- Procurement and classification of expenditure

Further details are included in section 1.

Key audit and financial reporting milestones

2 May 2025	Interim report due
13 June 2025	Asset valuations due to audit
23 September 2025	Closing report due
30 September 2025	Financial statements signed by management
2 October 2025	Audit report issued

During the 2024–25 year, Queensland government public sector entities will need to start considering the future impacts of climate-related financial disclosures. Your entity is outside of the scope for mandatory reporting but may wish to consider the benefits of voluntarily reporting climate-related disclosures.

Local governments and public universities will need to consider the costs and benefits of voluntarily applying the AASB S1 and/or AASB S2 standards.

We look forward to working with you and collaborating to ensure a value-adding and efficient audit experience. If you have any questions or would like to discuss the plan, please do not hesitate to contact me on 4046 8841 or Kelly Graham on 4046 8868.

Yours sincerely

Shona Cram
Engagement Partner

Enc.

cc. Angela Toppin, Mayor
John Andrejic, Chair of the Audit Committee

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SENSITIVE

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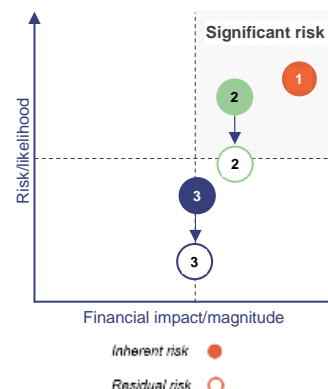
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1. Areas of audit focus

Our external audit plan identifies items that present the greatest risk of material misstatement to the financial statements.

This chart displays our assessment of inherent risk and residual risk for the identified areas of audit focus. Inherent risk is the risk the item will be misstated without the existence of appropriate internal controls. Residual risk is our assessment of risk after considering the existence of key controls. We assess these risks in terms of both likelihood and the financial impact (magnitude).

Our planned audit response is outlined in the table below.



Risk	Description	Audit response
1	Valuation of property, plant and equipment (including asset valuation surplus) <ul style="list-style-type: none"> Property, plant and equipment is the most material balance in the financial statements (2024: \$750m) Valuation involves significant estimates and judgements There is little or no market-based evidence of fair value due to the specialised nature of the assets (comparable items are rarely sold) Infrastructure assets generally have long lives which require significant estimation 	<p>Our procedures with respect to the valuation of property, plant and equipment will include, amongst others:</p> <ul style="list-style-type: none"> Test design and implementation and the operating effectiveness of key controls. Review the underlying assumptions and methodology behind the fair value of assets as adopted by Council. Assess reasonableness of management's impairment assessment including consideration of any natural disasters. Assess for any obsolescence of property, plant and equipment. Assess the completeness of Council's property, plant and equipment including recognition of contributed assets. Assess compliance with the disclosure requirements of AASB116 <i>Property, plant and equipment</i> and AASB 13 <i>Fair value measurement</i>.
2	Revenue recognition <ul style="list-style-type: none"> Significant balance (2024: total income of \$83m) Financial sustainability inputs – classification of recurrent/capital revenue Presumed fraud risk (non-grant revenue) Risk revenue recognition criteria not appropriately applied 	<p>For rates, levies and charges and fees and charges, our procedures will include, amongst others:</p> <ul style="list-style-type: none"> Test design and implementation and the operating effectiveness of key controls. Perform analytical procedures. <p>For sales revenue, our procedures will include, amongst others:</p> <ul style="list-style-type: none"> Test design and implementation of key controls. Perform test of detail procedures by agreeing to supporting documentation (e.g. contract, receipt in the bank or remittance advice). <p>For grant revenue, our procedures will include, amongst others:</p> <ul style="list-style-type: none"> Agree grants paid by the Department of Local Government, Water and Volunteers to confirmation. For other grant revenue, perform test of detail procedures by agreeing to supporting documentation (e.g. contract, receipt in the bank or remittance advice) Check the classification between recurrent and capital. Assess compliance with the recognition, measurement and disclosure requirements of the Australian Accounting Standards e.g. AASB 15 <i>Revenue from Contracts with Customers</i> and AASB 1058 <i>Income for Not-for-Profit Entities</i>.

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Risk	Description	Audit response
3	<p>Procurement and classification of expenditure</p> <ul style="list-style-type: none"> Council undertakes large capital projects. Council is expected to spend \$24.6 million on capital expenditure this financial year. The size and timing of completion of the projects increases the risk that certain costs may be incorrectly accounted for (capitalised costs vs operational costs). These classifications have an impact on the operating result and sustainability ratios. Adherence to policies and procedures. Value for money of contracts entered into. 	<p>Our procedures will include, amongst others:</p> <ul style="list-style-type: none"> Tests of controls over procurement and contract management, and assessment of compliance with legislative requirements. Test on a sample basis, new tender contracts, progress payments, contract variations and adherence to expenditure delegations. Select a sample of purchase orders and direct invoices to ensure they have been capitalised or expensed appropriately. Scrutinise operating expense accounts for project costs that should be capitalised. Review the work in progress account for operating costs that may have been incorrectly capitalised.

Management override of controls

Management override of controls is a presumed significant risk under auditing standards and is a pervasive risk to the financial statements.

Our strategy will be a combination of controls and substantive-based testing and includes:

- evaluating and testing key controls over manual journals and the extent of segregation of duties
- reviewing material accounting estimates and one-off items for management bias
- assessing transactions with related parties to ensure all occur at arm's length
- applying a data-driven approach to journal entry testing.

We will also build an element of unpredictability into our procedures, meaning management will not be aware of all procedures prior to their execution.

Review of information systems

The increased sophistication and integration of information technology (IT) systems that entities use for financial reporting prompted the AUASB to revise the auditing standards, effective from 15 December 2023. The revision aimed to ensure the financial auditor has the appropriate understanding of the risk of material misstatement arising in the IT systems, and can develop the appropriate audit response.

Audit response

Our audit response focuses on the risk of material misstatement due to fraud or error occurring from risks in the information system. In response to these risks, we will assess relevant general information technology controls over key systems, their relevant underlying infrastructures, and information technology application controls. We continue to refine our approach in response to expectations from regulators and the experiences of other organisations.

We have identified TechOne the key systems relevant to your financial reporting. Our procedures will include a review of the processes and controls in place to:

- request, develop, test, and approve changes to key systems
- manage and secure access to the systems, including to manage system parameters, grant or revoke access, and restrict and monitor usage of high-privileged access
- manage users with privileged access and monitor their activities
- maintain the integrity of the data processed and stored in the systems, including through maintaining backups and managing background system processing

We will perform our review through discussions with relevant stakeholders, observations, document inspections, and data reviews.

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Where applicable, we will also inspect relevant third-party assurance reports (such as an ASAE 3402 report or its equivalent) in performing our work.

As our approach evolves, we encourage management to reassess these systems and controls to support effective operations and resilience to cyber attacks. A proactive approach to managing these risks will help to minimise the number of findings, the impact on our wider audit approach, and the risk of an attack causing extensive disruptions.

The implications of a cyber attack on an audit

We continue to see frequent complex and sophisticated cyber attacks on our clients. Entities must continually assess cyber risk vulnerabilities and exposures with appropriate oversight and reporting to those charged with governance.

If your entity experiences a cyber attack up until the date of signing the management certificate, those charged with governance will need to consider whether it is quantitatively or qualitatively material and the implications for the financial statements.

AASB Practice Statement 2 *Making Materiality Judgements* provides entities with guidance on making materiality judgements when preparing general purpose financial statements. AUASB Bulletin *The Consideration of Cyber Security Risks in an Audit of a Financial Report* provides some examples of direct and indirect impacts of a cyber security event on financial statements. If a cyber security incident occurs, we will evaluate the impact and may need to adjust our risk assessments, materiality levels, and response procedures.

Materiality

We use materiality to determine the nature, timing, and extent of audit procedures for our audit, and to evaluate misstatements. We design our procedures to detect misstatements using the performance materiality level and we report those items that are above the clearly trivial threshold to the audit committee.

Some items are material by their nature, thus we will consider qualitative factors. We assess these thresholds throughout the audit – they may change if the underlying benchmark or our risk assessments change significantly. Our planning materiality thresholds are disclosed below.

Overall materiality	\$767,000	2024: \$843,000
Performance materiality	\$690,000	2024: \$758,000
Clearly trivial threshold	\$76,000	2024: \$84,300
Specific – property, plant and equipment¹	\$37,523,000	2024: \$31,300,000
Specific clearly trivial threshold	\$3,752,000	2024: 3,130,000

Note: ¹ Specific materiality is only applicable to the valuation of property, plant and equipment measured and to the associated asset revaluation surplus balances.

Benchmarks

We have assessed materiality, considering a range of benchmarks. Based on our preliminary assessment of the risks, consistent with the prior period, we have used 1.5% of total budgeted expenditure as our benchmark for overall materiality. Our benchmark for specific materiality is also consistent with prior year, being 5% of the prior year property, plant and equipment balance.

Financial sustainability

For the current year financial sustainability statement, we will assess materiality on a mix of qualitative and quantitative factors, including the percentage deviation from the target range.

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2. Other considerations

As part of our audit, we may also consider your accountability for the use of public moneys, which includes:

- compliance with relevant acts, regulations, government policies, and prescribed requirements
- acts or omissions resulting in a waste of public resources
- the probity and propriety of matters associated with the management of your entity.

Commonwealth certificates

Each year, we are required under the relevant legislation and Commonwealth Government funding arrangement to provide an audit opinion on the following grants:

Grant acquittal	Basis for audit
Roads to Recovery	Part 8 <i>National Land Transport Act 2014</i> Sub section 6.2(b) <i>Roads to Recovery Funding Conditions 2019 Agreement</i>
Local Roads and Community Infrastructure Program	Section 4 <i>National Land Transport Act 2014</i> <i>COVID-19 Local Roads and Community Infrastructure Program Guideline</i>

The Roads to Recovery audit opinion is included as part of the quoted fee detailed in section 5 of this report. We are also required to provide audit opinion(s) on the Local Roads and Community Infrastructure Program (LRCI) as per section 11.3 of the LRCI funding agreement. The LRCI may require up to 2 certificates depending on the completion of projects for each phase of funding (Phase 4 – Part A and Phase 3 – Part B).

The quoted fee detailed in section 5 of this report includes one certificate for LRCI. A fee for any additional certificates will be agreed once the scale of the 2025 activity is known.

Financial sustainability reports

The Department of Local Government, Water and Volunteers implemented a sustainability framework in 2024, which councils must report under. The department's framework is available on its website [here](#) and the guide is available [here](#).

The framework categorises councils into tiers and requires variable reporting and benchmarking depending on the tier. Your council is in the fourth tier and is required to report against 9 metrics. Councils must report the figures on a 5-year rolling basis as well as a single year result. We will audit measures 3,4,5,6,7 and 9.

#	Type	Measure	Rationale
1	Financial capacity	Council controlled revenue ratio ¹	Capacity to generate revenue internally
2	Financial capacity	Population growth ratio ¹	Population growth/decline pressures on council
3	Operating performance	Operating surplus ratio	Holistic overview of council operating performance
4	Operating performance	Operating cash ratio	Cash operating performance (less depreciation and other non-cash items)
5	Liquidity	Unrestricted cash expense cover ratio	Unconstrained liquidity available to council
6	Asset management	Asset sustainability ratio	Capital renewals program performance
7	Asset management	Asset consumption ratio	Extent to which assets are being consumed
8	Asset management	Asset renewal funding ratio ¹	Asset replacement program performance

SENSITIVE

9	Debt servicing capacity Leverage ratio	Ability to repay existing debt
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Note: 1 These ratios are for contextual purpose only and we will not be providing an audit opinion on these ratios.

Source: Department of Local Government, Water and Volunteers: Financial Management (Sustainability) Guideline.

Working with internal audit

We will engage with internal audit to understand if there are any impacts on our audit through its reviews.

Management responsibilities

Our audit does not relieve management from its responsibilities to:

- prepare financial statements in accordance with the applicable reporting framework
- develop internal controls to prepare financial statements free from material misstatement
- comply with prescribed legislative requirements
- provide our auditors full and free access to all documents and property of your entity.

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3. Assessing internal controls and process

We are developing assessment tools that will help us better communicate with our clients about the strength of their internal controls, and the areas they can improve. These tools focus on common controls across government entities. Further information on our tools is in our fact sheet: www.qao.qld.gov.au/reports-resources/fact-sheets.

Financial statement preparation maturity model

This year, we will be re-assessing your financial statement preparation maturity using our revised maturity model. We enhanced our financial statement maturity model to:

- provide more guidance on how to complete it
- refine the wording to help users understand specific questions
- add more detail of what higher levels of maturity look like
- link to other relevant QAO resources, such as our reports to parliament, blogs, and better practice tools.

We will discuss our assessment with management and report the results in our closing report. We may also include the results in our annual report to parliament on the results of financial audits.

The model outlines the key components that result in high-quality and timely financial reports, providing a maturity assessment for each of the 4 components. It aims to highlight strengths and bring focus to areas of development so entities can reach their desired maturity.

The maturity model is available on our website: www.qao.qld.gov.au/reports-resources/better-practice/financial-statement-preparation-maturity-model-self-assessment.

DRAFT

SENSITIVE

4. Key financial audit milestones

We have discussed with Linda Tarsitano (Senior Accountant) and Elisa Tatti (Manager Finance) to establish the following key reporting deadlines. Strong collaboration will ensure that these deliverables are mutually achievable.

During the outlined audit visit dates below, we have agreed to work on-site at Mareeba Shire Council with your finance team. Working together in-person helps us ensure an efficient and timely audit process.

Planning	Agreed date
External audit plan issued to client	By 21 February 2025
Audit committee meeting	12 March 2025
Interim	
Interim audit requirements uploaded to Audit Dashboard	By 11 April 2025
Interim testing visit	14 April – 17 April 2025
Interim report outlining preliminary audit findings issued to client	2 May 2025
Audit committee meeting	TBA
Position papers on known accounting issues due to audit	13 June 2025
Proforma financial statements due to audit	13 June 2025
Asset valuations due to audit	13 June 2025
Rate revenue testing	16 – 17 June 2025
Stocktake (attended by audit)	30 June 2025 (tentative / final date TBA by management)
Feedback on position papers to client	11 July 2025
Feedback on proforma financial statements to client	11 July 2025
Asset valuations reviewed by audit	11 July 2025
Final	
Audit committee meeting	13 August 2025
Complete draft financial statements to audit	15 August 2025
Final audit requirements uploaded to Audit Dashboard	15 August 2025
Year-end visit	18 August - 29 August 2025
Feedback on draft financial statements to client	9 September 2025
QAO closing report summarising the audit findings issued to client	23 September 2025
Audit committee meeting / audit committee clearance	30 September 2025
Financial statements signed by management	30 September 2025
Audit report including our audit opinion issued to the client	By 2 October 2025
Final management report outlining the final audit findings issued to the client	By 2 October 2025

In conjunction with management, we have identified the following key accounting issues that will require resolution this year.

Issue	Details	Position paper due date	
		Management	QAO
Revenue recognition – for new/amended revenue streams/agreements.	Management to provide a paper on revenue recognition assessment for year ending 30 June 2025 for all new/changed revenue streams and grants.	13 June 2025	11 July 2025

SENSITIVE

Issue	Details	Position paper due date	
		Management	QAO
Annual revaluation of assets held at fair value	Management to provide a paper on the comprehensive valuation of the asset categories identified for revaluation for the year ending 30 June 2024 as well as the indexation applied to all other asset classes held at fair value.	13 June 2025	11 July 2025

Please report to us any slippages to the time frames as soon as possible. Please sign and return this page to Kelly Graham by 31 March 2025.

Peter Franks		
Chief Executive Officer	Signed	Date

DRAFT

SENSITIVE

5. Audit fees

Our proposed audit fee (exclusive of GST) is **\$135,500** (2024: \$129,525) for Mareeba Shire Council. This is based on our planned audit program. We will bill our fee progressively as we complete each stage of our work. The audit fee includes the following components.

Entity	2025 Planned fee	2024 Actual fee	2024 Planned fee
Financial audit	\$125,500*	\$121,600	\$121,600
Travel**	\$10,000	\$7,925	\$9,500
Total	\$135,500	\$129,525	\$131,100

*The quoted audit fee detailed above does not include the LRCI certificates. A fee will be agreed once the scale of the 2025 activity is known.

**Travel cost is charged based on actuals incurred

Our fee estimate can be affected by:

- the effectiveness of your internal control environment
- the quality of draft financial statements and supporting workpapers
- significant accounting issues not raised with the audit team during planning
- whether the milestones are achieved within the agreed time frames
- the availability of your management and staff, and the timeliness of their responses to audit issues.

We will discuss any anticipated variations to our fee with you during the audit.

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SENSITIVE

6. Climate-related financial disclosures

Climate-related financial disclosures are an emerging reporting area for all entities.

The Commonwealth Parliament has passed legislation requiring mandatory climate and environmental sustainability reporting and assurance for certain companies reporting under the *Corporations Act 2001*. In-scope entities are categorised into 3 groups based on predefined criteria. The legislation is effective for reporting periods beginning on, or after, 1 January 2025. The timing of an entity's first report is based on which group it is in.

The Australian Accounting Standards Board has now issued the voluntary standard AASB S1 *General Requirements for Disclosure of Sustainability-related Financial Information* and the mandatory standard AASB S2 *Climate-related Disclosures*. Where required, reporting entities must prepare disclosures in accordance with the S2 standards.

All clients should have regard to the risks and opportunities that climate change may have on their operations and consider how it impacts their financial statements.

How QAO is preparing to provide assurance

As required by the *Auditor-General Act 2009*, QAO will provide any required auditing services for your climate-related financial disclosures.

We are developing an assurance methodology that is in accordance with the international auditing standard ISSA 5000 *General requirements for sustainability assurance engagements*. Our methodology will also be compliant with the AUASB's upcoming Australian-equivalent assurance standard.

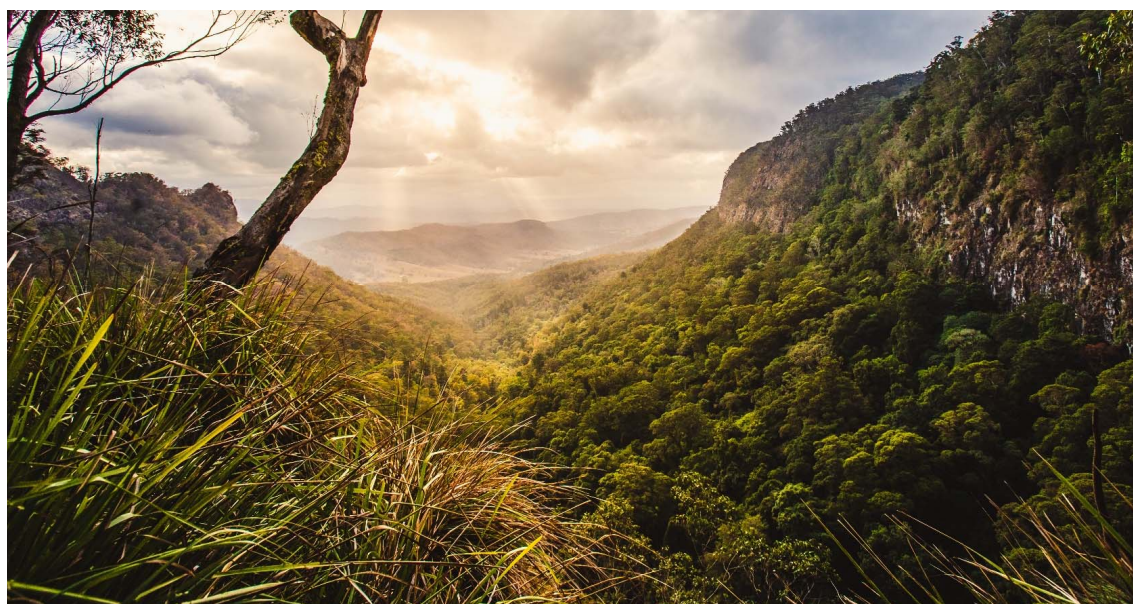
Our methodology will enable us to audit emissions models and climate-related financial disclosures. It also identifies when and how we will access specialist skills.

We will pilot our methodology with selected agencies over the 2024–25 year. This will allow us to improve our methodology before entities start preparing reports. We will advise you if we intend to pilot our methodology with your entity. We will report on the results of our pre-assurance work, and share the wider learnings from other entities where we have undertaken pre-assurance work.

The impact on your entity

Your entity is not included in the scope of the Commonwealth legislation. Therefore, you are not a mandatory reporting entity. We will work with you to identify the most appropriate reporting framework, and the timing of when you should be reporting under that framework.

Whether you are voluntarily adopting the AASB S1 *General Requirements for Disclosure of Sustainability-related Financial Information* or the AASB S2 *Climate-related Disclosures*, the impact on your entity and your audit may be large. Detailed planning and collaboration between QAO and your teams will ensure we are both prepared for when you commence reporting.



qao.qld.gov.au/reports-resources/reports-parliament



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Mareeba Shire Council

20 February 2025

QAO representatives

Natalia Kolakowski – Manager (QAO)

Shona Cram – Engagement Leader (Grant Thornton)

Kelly Graham – Engagement Manager (Grant Thornton)

1. 2025 Audit committee briefing paper

1. Update on new reports and resources

We present to you our update on reports and resources, as at 20 February 2025. It provides an overview of the information relevant to your entity, including learnings from our tabled reports to parliament, newly published resources such as our blog articles and fact sheets, and an update on our audits that are in progress.

Relevant reports in progress

The below reports to parliament do not directly involve your entity but are currently underway and may be of further interest to you.

Title	Audit status
Local government 2024	Audit in reporting stage. Likely tabling: April 2025.
Insights on audit committees in local government	Audit in reporting stage. Likely tabling: March 2025.

Recently tabled reports to parliament

Since your last meeting, we have tabled the below reports to parliament. For more information on any of these reports, please see our website: www.qao.qld.gov.au/reports-resources/reports-parliament.

Report	Summary
Major projects 2024 (Report 9: 2024–25) Tabled 20 January 2025	<p>Queensland's growth relies on strong infrastructure investment, which drives economic development and improves quality of life. To support this, the Queensland Government is increasing spending on major projects. However, challenges such as a tight labour market, industrial disputes, and rising supply costs must be managed to ensure the effective delivery of infrastructure plans over the next decade.</p> <p>This report provides insights into significant infrastructure projects in Queensland and an analysis of Queensland Government expenditure: www.qao.qld.gov.au/reports-resources/reports-parliament/major-projects-2024</p> <p>Wider learnings</p> <p>Agencies need to communicate more on asset transfers</p> <p>Assets owned by one government agency can often be transferred to another through machinery of government changes. This can also occur where the asset is constructed by one agency and transferred to another agency which will be responsible for its ongoing operation and maintenance.</p> <p>Early collaboration between agencies helps ensure asset transfers are timely and that operational transfers consider financial reporting impacts. This should include discussing with key stakeholders, including ministers and relevant central agencies, about when, and how, the asset transfers should be completed and designated to assist with financial reporting.</p> <p>Managing conflicts of interest is essential to good procurement decisions</p> <p>Compliance with established procurement policies is essential for ensuring public sector projects are delivered in the best interests of the public and represent the best use of public money. This includes managing conflicts of interest, to avoid non-compliance and ultimately, procurement decisions that could fail scrutiny.</p>
Managing Queensland's regional water quality (Report 7: 2024–25) Tabled 18 December 2024	<p>Safe, secure, and reliable drinking water supports the wellbeing of Queensland's regional communities. Delivering it to our taps is a complex process that requires well-maintained infrastructure, skilled operators, and constant monitoring.</p> <p>This report examines how effectively 4 regional and remote councils supply safe drinking water to their communities. It also examines how the Department of Local</p>

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2025 Audit committee briefing paper

Report	Summary
	<p>Government, Water and Volunteers regulates drinking water quality across the state: www.qao.qld.gov.au/reports-resources/reports-parliament/managing-queenslands-regional-water-quality</p> <p>Wider learnings</p> <ul style="list-style-type: none"> Entities that share responsibilities in regulating, funding, and delivering critical services to communities should develop mechanisms to share information and coordinate effectively. Entities should ensure their planning activities appropriately consider workforce and infrastructure needs relating to service delivery. They should also implement appropriate oversight across these activities to ensure compliance with legislative requirements.

Update on QAO's recommendations self-assessment system and report to parliament

QAO has a new approach for how we track entities' progress in implementing Auditor-General performance and assurance audit recommendations.

Our easy-to-use, online system allows entities to self-assess and monitor their progress, view a record of recommendations made to them, provide clarity over previously reported self-assessments, and identify recommendations made more broadly across government. Nominated contacts for involved entities provide their self-assessments via the online portal and QAO liaises with them closely.

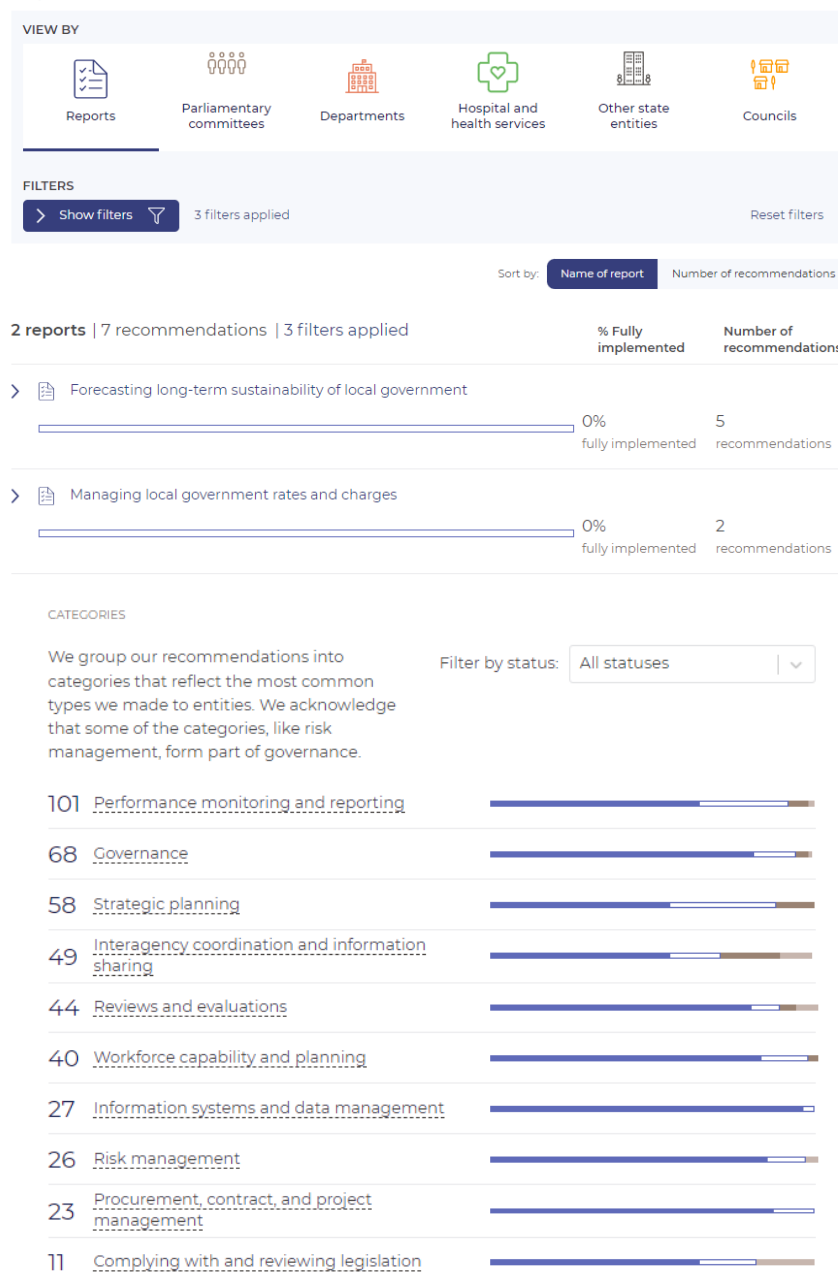
We tabled our report [2024 status of Auditor-General's recommendations](#) (Report 1: 2024–25) on 20 September 2024. This is our fourth report to parliament on the status of Auditor-General's recommendations. We asked 84 entities to self-assess their progress in implementing 603 performance audit recommendations from 40 QAO reports tabled in parliament between 2015–16 and 2022–23.

Based on these self-assessments, we share insights on the progress that has been made and highlight common or key opportunities for improvement.

We also updated our [interactive dashboard](#) that allows you to explore entities' self-assessed progress based on your area of interest or responsibility. You can search by year, report, entity, parliamentary committee, and recommendation implementation status.

2025 Audit committee briefing paper

Explore all recommendations



New QAO Queensland dashboard

This new [interactive dashboard](#) helps you understand more about the area or region you live in and the public services you receive. You can search your address to view important financial information about public sector and local government entities, and interesting demographical information. You can also compare your region

SENSITIVE

2025 Audit committee briefing paper

Recent blog articles of interest

QAO's blog, available at www.qao.qld.gov.au/blog, provides updates on topical issues, insights from our work, and general news from QAO. Here are the latest posts you may be interested in.

Published	About
How understanding the 'fraud risk triangle' can reduce employee fraud risk 12 February 2025	Employee fraud can often take longer to detect than other types of fraud, so it's important to understand why it happens. This blog discusses how using the fraud risk triangle can help, and shares useful internal controls and resources: www.qao.qld.gov.au/blog/how-understanding-fraud-risk-triangle-can-reduce-employee-fraud-risk
Lessening the year-end rush: embracing a hard close audit 3 February 2025	Ever wondered what a hard close audit is and if it's right for your entity? This blog outlines the benefits, what areas can be audited earlier, and how to arrange one for your next audit cycle: www.qao.qld.gov.au/blog/lessening-year-end-rush-embracing-hard-close-audit
What does it mean to have a 'culture of risk leadership'? 17 January 2025	A good risk culture is more than just a tagline. It's influenced by the tone at the top and driven by good leadership practices. When leaders model good risk management practices, it encourages all staff to adopt them in their own roles. Read our latest blog to understand what a good risk culture looks like and learn how to encourage and foster this in your organisation: www.qao.qld.gov.au/blog/what-does-it-mean-have-culture-risk-leadership
Insights on QAO recommendations 4 November 2024	Want to know more about how our annual Status of Auditor-General's recommendations reports work? These key reports provide a snapshot of how entities are going with implementing the recommendations we make in our reports to parliament. This blog explores the 2024 report, including the most common and long-standing recommendations we are making. Learn more about how our recommendations are designed to address the root cause of issues, and provide significant value when implemented: www.qao.qld.gov.au/blog/insights-qao-recommendations
Keeping fraud risks front and centre in 2024 17 October 2024	Fraud is a pervasive risk that requires ongoing vigilance, regardless of the size of your entity. In case you missed it, we recently updated 2 useful tools to help organisations: <ul style="list-style-type: none"> • Easily identify areas to improve controls, and focus resources for detection on high-risk areas. • Document assessments of fraud risk, as well as how they will control, monitor, and report on the risks. Read this blog for an overview on how to use these tools and how your organisation can benefit from them: www.qao.qld.gov.au/blog/keep-fraud-risks-front-centre-2024
Rethinking data governance for artificial intelligence and emerging technologies 3 October 2024	Data analysis is powerful, and can help us make effective, evidence-based decisions. But while its rapid evolution offers new insights, we must balance this with strong governance practices and respect for the data itself. This blog delves into this ever-expanding world and highlights what entities should consider when rethinking their relationship with data: www.qao.qld.gov.au/blog/rethinking-data-governance-artificial-intelligence-emerging-technologies

SENSITIVE

2025 Audit committee briefing paper

Upcoming QAO events

Briefing for audit committee chairs

QAO briefs the chairs of public sector and local government audit committees twice each year. The next briefing is on 13 May 2025. Invitations have been sent.

The most recent briefing was held on 3 December 2024.

Copies of the presentations from our prior updates are available on our website: www.qao.qld.gov.au/reports-resources/events

Client technical audit update

The next update is on 25 February 2025. Invitations were sent in December to chief financial officers. If your contact details have changed, please contact your QAO contract manager.

The most recent update was held on 21 February 2024 and covered Queensland Treasury and QAO providing an update on auditing and accounting standards, managing change and internal controls, how QAO is preparing to audit climate reporting, and key learnings from reports and upcoming audits. Tourism and Events Queensland also presented on system implementation from a client's perspective. A copy of the presentation is available on our website: www.qao.qld.gov.au/reports-resources/events.

Copies of event presentations

You can see the presentation packs from our events at: www.qao.qld.gov.au/reports-resources/events.



qao.qld.gov.au/reports-resources/reports-parliament



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10 LEGISLATIVE AND REGULATORY COMPLIANCE**10.1 PURCHASING REPORT FEBRUARY 2025**

Date Prepared: 4 February 2025

Author: Manager Finance

Attachments: 1. Register of Contracts [↓](#)

EXECUTIVE SUMMARY

List of purchases greater than \$200,000.00 made by Council as at 28 February 2025.

RECOMMENDATION

That the Audit Committee receive and note the report.

BACKGROUND

In accordance with Part 4 Section 237 of the *Local Government Regulation 2012*, contracts worth more \$200,000.00 or more (exclusive of GST), must be published on Council's website and in a conspicuous place in the Council's public office. The Audit Committee has also requested that this information be presented quarterly.

A copy of the Register of Contracts published on Council's website is attached (the register is also displayed on the noticeboard in the main foyer area). This register includes contracts entered from 1 July 2024 to 28 February 2025.



REGISTER OF CONTRACTS \$200,000.00 (as at 28 February 2025)

date	Contract Number	Awarded to	Amount (inc GST)	Contract Information
2/01/2024	Q-MSC2023-09	3D Civil Pty Ltd	\$268,395.09	Constance and Hastie Street Intersection Upgrade
03/2024	FNQ039	FlowPro Pty Ltd	\$503,166.58	Sewer CCTV Inspection Works - FNQROC Contract
0/05/2024	T-MSC2024-04	Australian Ground Engineering Pty Ltd	\$2,379,036.51	Kuranda Area Landslip Remediation
4/05/2024	T-MSC2024-06	ARO Industries Pty Ltd	\$300,551.58	2023 DREA Jasper Continuation of works
9/05/2024	T-MSC2024-08	Gregg Construction Pty Ltd	\$2,938,464.68	2023 DREA Mid-Western Roads Package
9/05/2024	T-MSC2024-09	MC Group Old Pty Ltd	\$8,202,212.90	2023 DREA Western Roads Package
0/06/2024	T-MSC2024-07	Keltone Constructions Pty Ltd	\$3,749,225.63	2023 DREA Dimbulah Roads Package
3/06/2024	T-MSC2024-06	IKCO Pty Ltd T/A Ikin Civil	\$1,654,881.57	2023 DREA Eastern Roads Package
4/06/2024	T-MSC2023-24	Pioneer North Old Pty Ltd	\$583,569.58	Moola Road - Mill/Fill & Seal
4/06/2024	PT01481	Technology One Ltd	\$600,437.57	Yearly Software Licensing fee - (SaaS Fee) 01/07/2024 - 30/06/2025
6/06/2024	FNQROC 1396	Cairns Regional Council	\$1,115,037.00	Participating Council Contract 24/25
7/06/2024	T-MSC2021-08	EYV Entertainment (EK Brown)	\$1,534,987.00	Waste Management Services 24/25
7/06/2024	T-MSC2017-20	JJ's Waste & Recycling	\$557,308.00	Transfer Station Waste & Recycling Collection 24/25
8/06/2024	FNQ029	Arkwood Organic Recycling	\$221,760.00	Removal of Biosolids FNQ029 Contract for 24/25
7/07/2024	T-MSC2017-20	JJ's Waste & Recycling	\$971,291.00	Kerbside & Industrial Bin Collection 24/25
7/07/2024	PWK12422	Springmount Waste Management Facility - Remonds	\$423,077.00	MSC Waste to Springmount 24/25
2/07/2024	T-MSC2024-14	A & B Civil Contracting	\$1,036,990.32	2024-2025 Water Main Replacement
4/07/2024	CWG-MSC2024-17	MC Group Old Pty Ltd	\$369,096.10	Supply & Delivery of Type 4.3 Road Base - BDR
7/08/2024	T-MSC2024-10	King Concreting (Qld) Pty Ltd - Cidform	\$1,666,519.80	DREA 2024 - Jarawee Road Restoration Works
3/08/2024	T-MSC2024-13	Davobridge Constructions	\$4,070,142.98	DREA 2023 - Bushy Creek Bridge Construction
6/08/2024	T-MSC2024-19	MC Group Old Pty Ltd	\$393,140.00	Supply and Delivery of Type 4.3 Road Base
6/08/2024	T-MSC2023-14	Marlin Coast Swimming and Fitness	\$689,678.00	Operation & Management of Aquatic Facilities and Dimbulah Caravan Park
7/09/2024	T-MSC2024-14	ABAZPO PTY LTD T/A A & B Civil Contracting	\$1,036,990.32	2024-2025 Water Main Renewal Program
3/09/2024	FNQ038	FGF Blumen Pty Ltd	\$674,636.90	2024/25 Bitumen Reseals & Linemarking Program
7/09/2024	T-MSC2024-15	Northern Civil Earthworks Pty Ltd - Terranovus Civil	\$1,554,760.11	Emerald End Road Culvert Construction
7/09/2024	T-MSC2024-16	Northern Civil Earthworks Pty Ltd - Terranovus Civil	\$797,776.43	Carman Road Culvert Construction
0/10/2024	PWK12759	Springmount Waste Management Facility	\$275,000.00	Green Waste from Environmental Clean Up - TC Jasper
3/10/2024	T-MSC2023-02	Strategic Builders Pty Ltd	\$424,908.65	Mareeba Water Treatment Plant Filtration System Upgrade Project
2/11/2024	T-MSC2023-26	Gregg Construction Pty Ltd	\$619,104.64	Byrnes St Medians Safety Upgrade
4/11/2024	T-MSC2024-18	NQ Wastetrans Pty Ltd	\$650,733.60	2024-2025 Sewer Manhole Refurbishment Project
8/11/2024	PWK12885	FNQ Regional Organisation of Councils - FNQROC	\$584,750.00	FNQROC Regional Waste Management Plan
0/11/2024	T-MSC2024-20	Water Treatment Australia Pty Ltd	\$1,596,420.10	Mareeba WTP Clarifier Upgrade Works
1/12/2024	T-MSC2024-27	i-Lec Solutions	\$302,495.60	Davies Park Lighting Upgrade
7/12/2024	T-MSC2024-22	i-Lec Solutions	\$405,878.75	Upper Coondoo St Lighting & Fig Tree Bud Lighting
7/12/2024	T-MSC2024-23	Perosa Landscaping Pty Ltd	\$562,006.62	Coondoo Street Footpaths Pavement Upgrades
8/12/2024	Local Buy NPN1.23	Bucher Municipal	\$497,441.65	Supply of Streetsweeper
5/01/2025	T-MSC2024-29	IKCO Pty Ltd T/A Ikin Civil	\$271,564.38	Constance St Carpark and Footpath Upgrade
03/2025	T-MSC2024-28	ABAZPO PTY LTD T/A A & B Civil Contracting	\$1,524,791.40	24/25 Watermain Renewal Program Stage 2
9/02/2025	PWK13104	Ergon Energy Corp Ltd	\$287,384.83	Coondoo Street Lighting Upgrade

11 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS - CEO

12 MATTERS TO BE REPORTED TO COUNCIL



MINUTES

Tuesday, 1 October 2024
Audit Committee Meeting

Audit Committee Meeting Minutes

1 October 2024

**MINUTES OF MAREEBA SHIRE COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 1 OCTOBER 2024 AT 10:00 AM**

1 MEMBERS IN ATTENDANCE

John Andrejic, Cr Kevin Davies (via Teams), Cr Mary Graham

2 OFFICERS IN ATTENDANCE

Peter Franks (Chief Executive Officer), Jennifer McCarthy (Director Corporate and Community Services), Elisa Tatti (Manager Finance), Roy Ladner (Manager Information Systems), Shona Cram (Grant Thornton), Kelly Graham (Grant Thornton), Amy Briggs (QAO, via Teams), Cr Angela Toppin (Mayor MSC arrived 10:38am)

3 APOLOGIES

Glenda Kirk (Director Infrastructure Services), Glenys Pilat (Manager Development and Governance), Carolyn Eagle (Pacifica), Tracy Townsend (Pacifica), Sian Ferguson (Pacifica), Sri Narasimhan (QAO)

**4 DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST BY
AUDIT COMMITTEE AND OBSERVERS**

Nil

5 CONFIRMATION OF MINUTES**COMMITTEE RESOLUTION 2024/20**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the minutes of Audit Committee Meeting held on 14 August 2024 be confirmed.

CARRIED

6 FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL**6.1 FINANCIAL STATEMENTS PERIOD ENDING 31 AUGUST 2024****COMMITTEE RESOLUTION 2024/21**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee note the Financial Report for the period ending 31 August 2024.

CARRIED

Audit Committee Meeting Minutes

1 October 2024

6.2 FINANCIAL STATEMENTS YEAR ENDING 30 JUNE 2024**COMMITTEE RESOLUTION 2024/22**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee receive and note the report for execution.

CARRIED**6.3 CAPITAL WORKS UPDATE****COMMITTEE RESOLUTION 2024/23**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee note the attached report.

CARRIED**7 EXTERNAL AUDIT****7.1 EXTERNAL AUDIT STATUS REPORT****COMMITTEE RESOLUTION 2024/24**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee:

- 1) receive and note the Closing Report issued by the Queensland Audit Office;
- 2) approve the Management Responses to be updated by the CEO based upon discussions in the Audit Committee meeting held 01 October 2024;
- 3) request Grant Thornton and QAO to review the two Significant deficiencies (24CR-1 and 24CR-2) to Deficiencies.

CARRIED**8 LEGISLATIVE AND REGULATORY COMPLIANCE****8.1 PURCHASING REPORT AUGUST 2024****COMMITTEE RESOLUTION 2024/25**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

Page 3

Audit Committee Meeting Minutes

1 October 2024

That the Audit Committee receive and note the report.

CARRIED

9 GENERAL BUSINESS

9.1 PROPOSED MEETING DATES FOR 2025

COMMITTEE RESOLUTION 2024/26

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the below meeting dates be set for 2025.

Wednesday, 12th March 2025

Wednesday, 13th August 2025

Wednesday, 1st October 2025

CARRIED

10 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS - CEO

Nil

11 MATTERS TO BE REPORTED TO COUNCIL

The Financial Statements will be reported to Council through the Annual Report at the next available Council meeting.

The Meeting closed at 11:00am.

The minutes of this meeting were confirmed at the Audit Committee Meeting held on .

.....
CHAIRPERSON



MINUTES

Wednesday, 14 August 2024

Audit Committee Meeting

Audit Committee Meeting Minutes

14 August 2024

**MINUTES OF MAREEBA SHIRE COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS
ON WEDNESDAY, 14 AUGUST 2024 AT 11:03 AM**

1 MEMBERS IN ATTENDANCE

John Andrejic (via Teams), Cr Kevin Davies, Cr Mary Graham

2 OFFICERS IN ATTENDANCE

Peter Franks (Chief Executive Officer), Jennifer McCarthy (Director Corporate and Community Services), Glenda Kirk (Director Infrastructure Services), Elisa Tatti (Manager Finance), Shona Cram (Grant Thornton), Carolyn Eagle (Pacifica via Teams), Sri Narasimhan (QAO via Teams), Linda Tarsitano (Senior Accountant)

3 APOLOGIES

Cr Angela Toppin (Mayor Mareeba Shire Council), Glenys Pilat (Manager Development and Governance), Kelly Graham (Grant Thornton), Amy Briggs (QAO)

**4 DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST BY
AUDIT COMMITTEE AND OBSERVERS****5 CONFIRMATION OF MINUTES****COMMITTEE RESOLUTION 2024/8**

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

That the minutes of Audit Committee Meeting held on 7 March 2024 be confirmed.

CARRIED

6 FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL**6.1 LONG TERM ASSET MANAGEMENT PLAN 2025 - 2034****COMMITTEE RESOLUTION 2024/9**

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

That Audit Committee notes the attached Long Term Asset Management Plan 2024-25 to 2033-34.

CARRIED

Audit Committee Meeting Minutes

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6.2 BUDGET 2024/25**COMMITTEE RESOLUTION 2024/10**

Moved: John Andrejic

Seconded: Cr Mary Graham

That the Audit Committee notes the report.

CARRIED**6.3 ANNUAL ASSET VALUATION REPORT****COMMITTEE RESOLUTION 2024/11**

Moved: John Andrejic

Seconded: Cr Kevin Davies

That the Audit Committee note the report.

CARRIED**6.4 DRAFT FINANCIAL STATEMENTS 30 JUNE 2024****COMMITTEE RESOLUTION 2024/12**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee note the report.

CARRIED**6.5 AUDIT MATRIX REPORT****COMMITTEE RESOLUTION 2024/13**

Moved: John Andrejic

Seconded: Cr Mary Graham

That the Audit Committee note the attached report and support officers in their endeavours to implement the suggested recommendations.

CARRIED

Audit Committee Meeting Minutes

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6.6 CAPITAL WORKS UPDATE**COMMITTEE RESOLUTION 2024/14**

Moved: John Andrejic

Seconded: Cr Mary Graham

That the Audit Committee note the attached report.

CARRIED**7 INTERNAL AUDIT****7.1 INTERNAL AUDIT STATUS REPORT****COMMITTEE RESOLUTION 2024/15**

Moved: John Andrejic

Seconded: Cr Kevin Davies

That the Audit Committee note the attached reports.

CARRIED**8 GOVERNANCE AND RISK MANAGEMENT****8.1 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS****COMMITTEE RESOLUTION 2024/16**

Moved: John Andrejic

Seconded: Cr Mary Graham

That Audit Committee note the report.

CARRIED**8.2 ENTERPRISE RISK MANAGEMENT****COMMITTEE RESOLUTION 2024/17**

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

That the Audit Committee receive and note the report, including the amendments to the Risk and Issues Management Matrix (Enterprise Risk Register), Risk Treatment Plans and MSC Enterprise Risk Register as attached.

CARRIED

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8.3 COMPLIANCE CHECKLIST**COMMITTEE RESOLUTION 2024/18**

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

That the Committee notes the attached CEO endorsed compliance checklist.

CARRIED**9 LEGISLATIVE AND REGULATORY COMPLIANCE****9.1 PURCHASING REPORT JUNE 2024****COMMITTEE RESOLUTION 2024/19**

Moved: John Andrejic

Seconded: Cr Kevin Davies

That the Audit Committee receive and note the report.

CARRIED**10 GENERAL BUSINESS****10.1 MEETING DATES FOR 2024**

It was noted that the below meeting dates be set for 2024.

Thursday, 7 March 2024

Wednesday, 14 August 2024

Tuesday, 1 October 2024

Carolyn Eagle left the meeting 11:56am due to conflict of interest.

10.2 INTERNAL AUDITOR FUNCTION

The option of adding additional responsibilities into the Internal Audit Function to address Audit Committee composition was discussed. It was decided that this would create a conflict and therefore Council will manage these functions separately.

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10.3 PROBITY AUDITOR

It was noted that a report will be presented to the Council meeting 21 August 2024 recommending an independant probity auditor be engaged for the Waste Options Expression of Interest (EOI).

11 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS – CEO

Reported under 8.1, no further significant legal matters to report

12 MATTERS TO BE REPORTED TO COUNCIL

NIL

The Meeting closed at 12:03pm.

The minutes of this meeting were confirmed at the Audit Committee Meeting held on 1 October 2024.

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CHAIRPERSON

13.2 SUMMARY OF NEW PLANNING APPLICATIONS & DELEGATED DECISIONS FOR THE MONTH OF MARCH 2025
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Date Prepared: 2 April 2025

Author: Planning Technical Support Officer

Attachments: Nil

Please see below information.

Summary of new Planning Development Applications and Delegated Decisions for March 2025

New Development Applications					
Application #	Lodgement Date	Applicant/Address	Property Description	Application Type	Status
MCU/25/0006	11/03/2025	Robert & Kylie Drewitt of the Drewitt Family Superfund Pty Ltd C/- Scope Town Planning 57 Marsterson Street, Mutchilba	Lot 2 on M9162	MCU – Office	Confirmation Stage
RAL/25/0003	26/03/2025	Linda Marie Ash & Murhop Pty Ltd TTE C/- wildPLAN Pty Ltd 15 Platypus Close, Kuranda	Lot 5 on RP 892268 & Lot 6 on RP 892268	ROL – Boundary Realignment	Confirmation Stage
RAL/25/0004	19/03/2025	Georgia Maria and Adam Kavanagh C/- Freshwater Planning Pty Ltd 96 Mary Jane Drive, Julatten	Lot 9 on SP174887	ROL – (1 into 3 Lots)	Confirmation Stage
RAL/25/0005	14/03/2025	Mareeba Shire Council Reserve – Local Government (Aged Housing) Doyle Street, Mareeba	Lot 515 on SP276113	ROL - Division of a Lot into 2 parts by way of Lease for a term exceeding 10 years - Doyle Street Mareeba	Decision Stage
OPW/25/0002	7/03/2025	Wylandra Properties Pty Ltd TTE Tyrone Corp Pty Ltd Freshwater Planning Pty Ltd, Erscon Consulting Engineers Ray Road, Mareeba	Lot 224 on SP276715	Operational Works (Roadworks, Stormwater, Water Infrastructure, Drainage and Earthworks) for Development Permit RAL/24/0009 Wylandra Estate Stage 1	Assessment Stage

Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
RAL/24/0008	26/03/2025	Surdham Pty Ltd C/- Freshwater Planning	303 Koah Road, Koah	Lot 1 on RP748306	Development Permit for Reconfiguration of a Lot – Subdivision (1 into 2 Lots)
RAL/24/0020	5/03/2025	GJ & RM Simmonds C/- U&i Town Plan	99 Coyle Road and 90, 96 and 186 Hume Road, Bibbohra	Lot 11, 12, 13 & 14 on SP306249	Development Permit for Reconfiguration of a Lot Boundary Realignment

March 2025 (Regional Land Use Planning)

RAL/25/0002	19/03/2025	Luke Posma C/- Twine Surveys Pty Ltd	149 and 165 Slape Road, Mareeba	Lot 1 on RP749138 and Lot 23 on SP193149	Development Permit for Reconfiguration of a Lot Boundary Realignment
RAL/25/0005	21/03/2025	Mareeba Shire Council	Doyle Street, Mareeba	Lot 515 on SP276113	Development Permit for Reconfiguration of a Lot – Division of a Lot into 2 parts by way of Lease for a term exceeding 10 years

Negotiated Decision Notices issued under Delegated Authority

Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
Nil					

Change to Existing Development Approval issued

Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

Referral Agency Response Decision Notices issued under Delegated Authority

Application #	Date of Decision	Applicant	Address	Property Description	Application Type
CAR/25/0004	18/03/2025	Paul Quabba C/- All Construction Approvals	40 Catherine Atherton Drive, Mareeba	Lot 299 on SP250068	Referral agency response for material change of use – dwelling house (secondary dwelling) assessable against the Residential dwelling house and outbuilding overlay code

Extensions to Relevant Period issued

Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

Survey Plans Endorsed

Application #	Date	Applicant	Address	Property Description	No of Lots
RAL/23/0007	7/03/2025	Ewa Knapik C/- RPS AAP Consulting	5A-5B Kullaroo Close, Kuranda	Plan of Lots 1 & 2 on SP350359 and Easement A in Lot 2 (Cancelling Lot 3 on RP728595)	2
RC2005/35 (REC/09/0041)	31/03/2025	P, M, K, P & T O'Neil C/- Millyards Lawyers	Clohesy River Road, Koah	Plan of Lots 500 & 510 on SP352763 (Cancelling Lot 500 on SP349401)	2

March 2025 (Regional Land Use Planning)