



AGENDA

Wednesday, 17 April 2019

Ordinary Council Meeting

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

Date: Wednesday, 17 April 2019

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 ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST**
- 5 CONFIRMATION OF MINUTES**

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

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8 CORPORATE AND COMMUNITY SERVICES

8.1 F HARVIE - RECONFIGURING A LOT - SUBDIVISION (1 INTO 2 LOTS) - LOT 1 ON RP719105 - 2 KEARNEY STREET, MAREEBA - RAL/18/0035

Date Prepared: 6 February 2019
Author: Senior Planner
Attachments: 1. Proposal Plan

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	F Harvie	ADDRESS	2 Kearney Street, Mareeba
DATE LODGED	20 November 2018	RPD	Lot 1 on RP719105
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot - Subdivision (1 into 2 lots)		
FILE NO	RAL/18/0035	AREA	2,241m2
LODGED BY	F Harvie	OWNER	FG Harvie
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Low Density Residential 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.

It has been assessed against the relevant statutory planning instruments, including the Regional Plan and the Planning Scheme and does not conflict with any relevant planning instrument.

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	F Harvie	ADDRESS	2 Kearney Street, Mareeba
DATE LODGED	20 November 2018	RPD	Lot 1 on RP719105
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot - Subdivision (1 into 2 lots)		

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

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

And

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

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

(B) APPROVED PLANS:

• Plan/Document Number	• Plan/Document Title	• Prepared by	• Dated
• -	• 2 Kearney Street - New Lot	• F Harvie	• -

(C) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

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

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

3. General

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

3.8 Charges

All outstanding rates, charges and expenses pertaining to the land are to be paid in full prior to the endorsement of a plan of survey.

3.9 Slope Stability

For any new building work proposed on a slope of 15% or greater, the applicant/developer must provide Council with a site specific geotechnical report

prepared by a suitably qualified Registered Professional Engineer of Queensland (RPEQ) that certifies:

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

4. Infrastructure Services and Standards

4.1 Access

Access to each proposed lot must be constructed (from the edge of the road pavement to the property boundary of the lot) in accordance with the FNQROC Development Manual, to the satisfaction of Council's delegated officer.

4.2 Frontage Works - Kearney Street

Prior to the endorsement of the plan of survey, the applicant/developer is required to construct the following works, designed in accordance with FNQROC Development Manual standards to the satisfaction of Council's delegated officer:

- The development side of Kearney Street only, for the full frontage of the subject land, must be widened and kerb and channel installed, to achieve an overall formation width of approximately 6.5 metres.

The widening works must be bitumen or asphalt standard, and must include sufficient overlapping of the existing paved surface to ensure an appropriate bond of surfaces is achieved, to the satisfaction of Council's delegated officer; and

- Streetlighting is to be designed and installed in accordance with FNQROC Development Manual standards.

Prior to works commencing, plans for the works described above must be approved as part of a subsequent application for operational works.

4.3 Stormwater Drainage

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

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

4.4 Water Supply

- 4.4.1 The developer must provide each proposed allotment with a water service connection in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.
- 4.4.2 Where the existing reticulated water supply does not currently service the site or is not at an adequate capacity, the 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).

4.5 Sewerage Connection

- 4.5.1 The developer must provide a connection for each proposed allotment to Council's reticulated sewerage system in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.
- 4.5.2 Where sewerage connections are not available to the site, or where existing connections are not satisfactory for the proposed development, the developer is required to extend or upgrade the reticulated sewerage infrastructure to connect the site to Council's existing infrastructure at a point that has sufficient capacity to service the development in accordance with FNQROC Development Manual standards (as amended).

4.6 Electricity Provision/Supply

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

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

4.7 Telecommunications

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

(D) ASSESSMENT MANAGER'S ADVICE

- (a) An Adopted Infrastructure Charges Notice has been issued with respect to the approved development. The Adopted Infrastructure Charges Notice details the type of infrastructure charge/s, the amount of the charge/s and when the charge/s are payable.
- (b) 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, a Water Quotation, Connection, Disconnection Request must be lodged with Council. The cost of the required water connection will be determined based upon the assessment of the Water Quotation Request. The Water Quotation Request must be lodged and the required connection fee paid prior to the signing of the survey plan.

- (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. The Property Connection Quotation Request must be lodged and the required connection fee paid prior to the signing of the survey plan.

- (e) Endorsement Fees

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

- (f) 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.

- (g) Notation on Rates Record

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

- conditions regarding development on sloped land

- (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.environment.gov.au.

(i) 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.datsip.qld.gov.au.

(E) RELEVANT PERIOD

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

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

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

- Development Permit for Operational Works

(G) OTHER APPROVALS REQUIRED FROM COUNCIL

- Nil

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

Development Type	Rate	Measure	Charge	Credit Detail	Balance
	<i>\$ per Lot</i>	<i>Lots</i>		<i>Lots</i>	
Residential	\$18,340.00	2	\$36,680.00	1 lot (\$18,340.00)	\$18,340.00
TOTAL CURRENT AMOUNT OF CHARGE					\$18,340.00

THE SITE

The subject site is situated at 2 Kearney Street, Mareeba and is described as Lot 1 on RP719105. The site is regular in shape with a total area of 2,241m² and is zoned *Low Density Residential* under the Mareeba Shire Council Planning Scheme 2016.

The site has a frontage of approximately 52.9 metres to Kearney Street. This section of Kearney Street is constructed to a 4 metre wide bitumen sealed standard including 90 degree kerbing on the northern side.

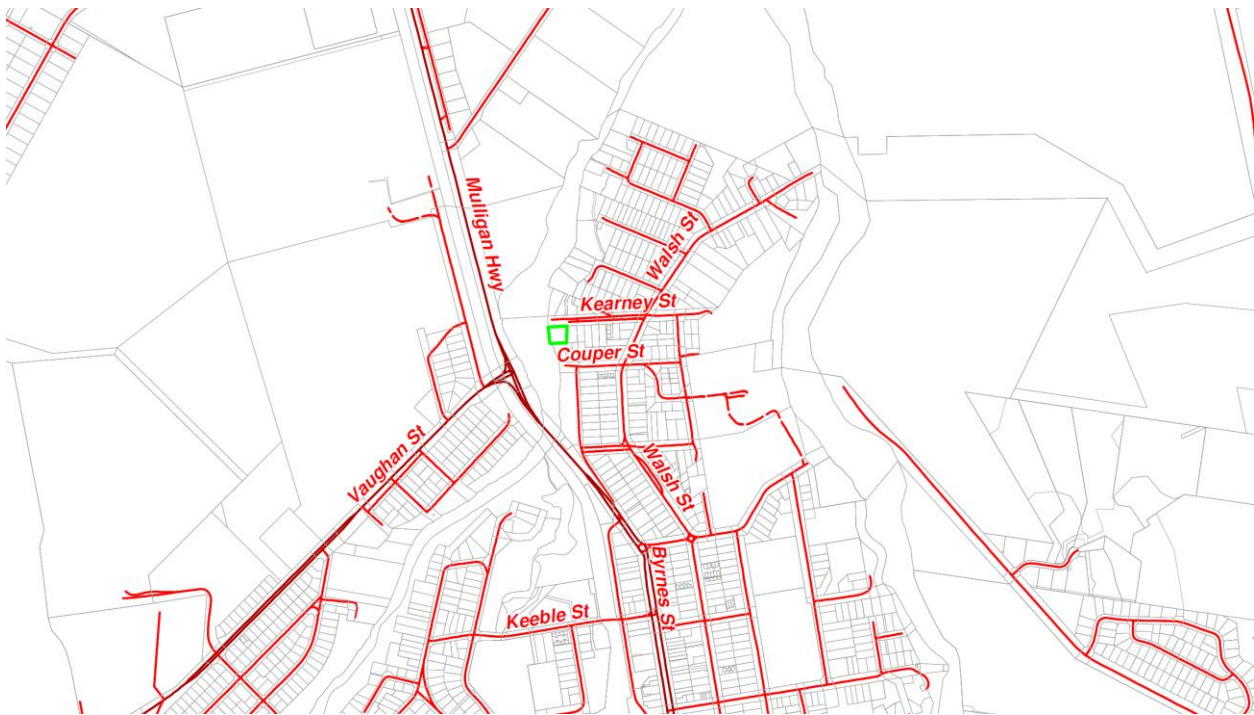
Granite Creek adjoins the western boundary of the subject site. The site is improved by a dwelling house which is located in the south-western corner overlooking Granite Creek. Several small sheds are also established on the site.

The site is currently serviced by Mareeba's water, sewerage, electricity and telecommunication networks. The other allotments in the locality are typically used for residential purposes.



Map Disclaimer:

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



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BACKGROUND AND CONTEXT

Nil

PREVIOUS APPLICATIONS & APPROVALS

Nil

DESCRIPTION OF PROPOSED DEVELOPMENT

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

The applicants propose the subdivision of the subject site into the following allotments:

- Proposed Lot 1 - area of 730 square metres, frontage of 16 metres to Kearney Street;
- Proposed Lot 2 - area of 1,511 square metres, frontage of 36.9 metres to Kearney Street.

Proposed Lot 2 will contain the existing dwelling house and shed. Proposed Lot 1 will contain a small shed at the time of its creation. Access to both proposed lots will be via separate driveways onto Kearney Street.

Each lot will be supplied with connections to water, sewerage, electricity and telecommunication services.

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 a Major Regional Activity Centre in the Regional Plan. The Regional Plan Map 3- 'Areas of Ecological Significance' also identifies the site is:

- *Wetland Area of General Ecological Significance*

PLANNING SCHEME DESIGNATIONS

Strategic Framework:	<ul style="list-style-type: none"> • Land Use Categories • Residential Area • Natural Environment Elements • Biodiversity Areas
Zone:	Low Density Residential zone
Overlays:	Airport environs overlay Bushfire hazard overlay Environmental significance overlay Flood hazard overlay Hill and slope overlay Transport infrastructure overlay

RELEVANT PLANNING INSTRUMENTS

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

(a) Far North Queensland Regional Plan 2009-2031

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

(b) State Planning Policy

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

(c) Mareeba Shire Council Planning Scheme 2016

Strategic Framework

3.3.7 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.*
- (3) Residential expansion occurs in residential areas immediately adjacent to established activity centres and is logically sequenced to ensure efficient servicing by existing physical infrastructure networks.*

Comment

The subject land is within the established Mareeba residential area and is serviced by existing water and sewerage infrastructure.

The development represents logical infill development and complies with the above specific outcomes.

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 development can be suitably conditioned to reasonably minimise risk from natural hazards.

Relevant Development Codes

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

- 6.2.6 Low density residential zone code
- 8.2.2 Airport environs overlay code
- 8.2.3 Bushfire hazard overlay code
- 8.2.4 Environmental significance overlay code
- 8.2.6 Flood hazard overlay code
- 8.2.8 Hill and slope overlay code
- 8.2.12 Transport infrastructure overlay code
- 9.4.2 Landscaping code
- 9.4.3 Parking and access code
- 9.4.4 Reconfiguring a lot code
- 9.4.5 Works, services and infrastructure code

The application did not include a planning report and assessment against the planning scheme. An officer assessment has found that the application satisfies the relevant acceptable solutions (or probable solutions/performance criteria where no acceptable solution applies) of the relevant codes set out below, provided reasonable and relevant conditions are attached to any approval.

Relevant Codes	Comments
Low density residential 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.
Airport environs overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Bushfire hazard overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Environmental significance overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Flood hazard overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Hill and slope overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Transport infrastructure overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.

Landscaping code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Parking and access code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Reconfiguring a lot code	The application 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.

(e) 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 the FNQROC Development Manual.

(f) Adopted Infrastructure Charges Notice

In accordance with Council's Adopted Infrastructure Charges Resolution (No. 1) 2017, a charge of \$18,340.00 will apply to each additional residential allotment created.

The \$18,340.00 charge was derived from a \$4,585.00 infrastructure charge for the following four (4) trunk infrastructure networks:

- Transport network (roads);
- Public parks and land for community facilities network;
- Water supply network; and
- Sewerage network

The application proposes the creation of one (1) additional residential lot.

$\$18,340.00 \times 1 \text{ (lot)} = \underline{\$18,340.00}$

REFERRALS

The application did not trigger referral to any Referral Agencies.

Internal Consultation

Manager Technical Services

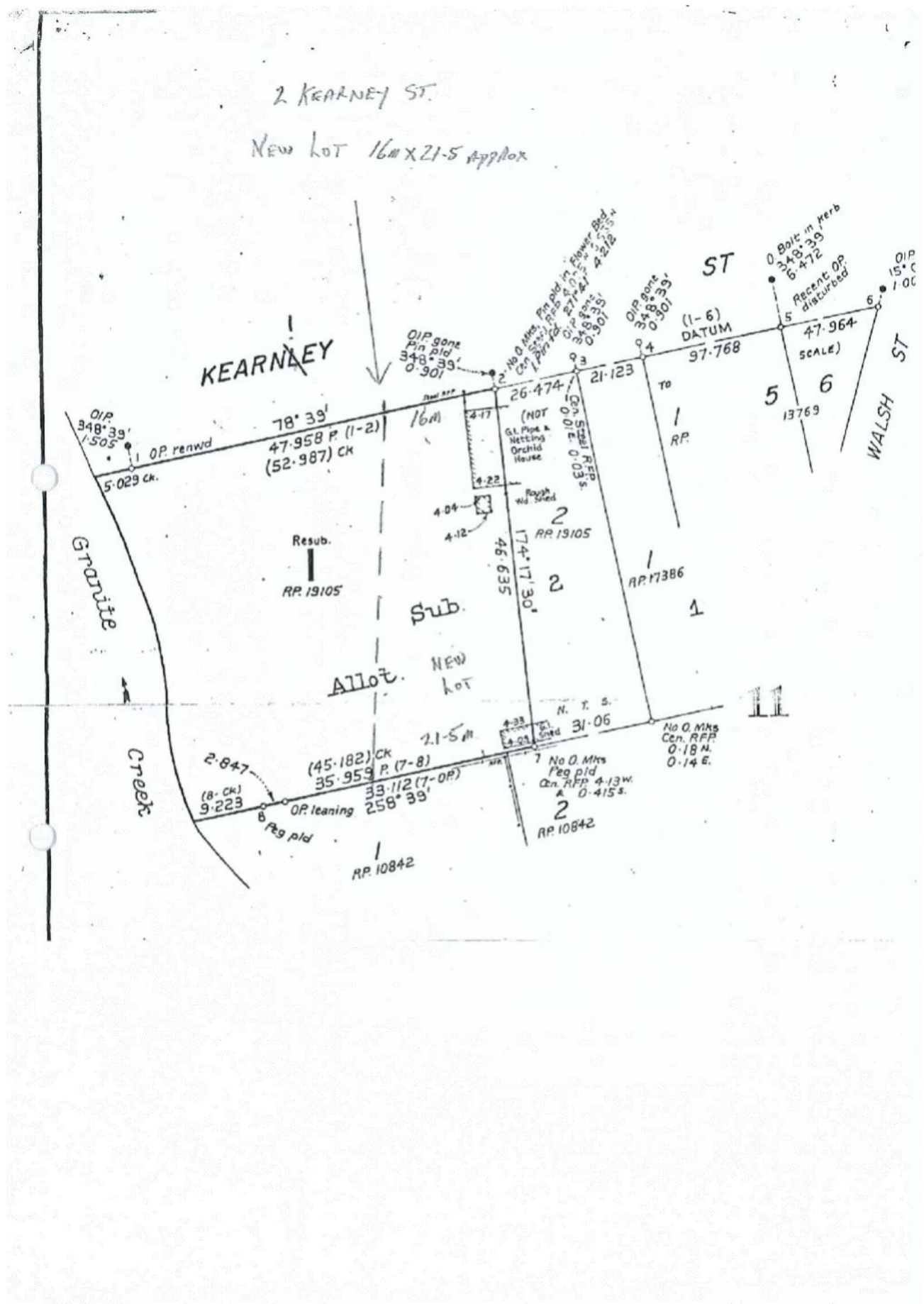
PUBLIC NOTIFICATION

The development proposal was placed on public notification from 5 December 2018 to 10 January 2019. The applicant submitted the notice of compliance on 11 January 2019 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

No submissions were received.

PLANNING DISCUSSION

Nil





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Scale
1cm = (?? m or km) at A4

Map Grid of Australia
Zone 55 (GDA94)



8.2	PORKDIG PTY LTD - MATERIAL CHANGE OF USE - SERVICE STATION & FOOD AND DRINK OUTLET - LOT 701 AND 702 ON M3565 - 1 HERBERTON STREET AND 255 BYRNES STREET, MAREEBA - MCU/18/0007
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Date Prepared: 27 March 2019

Author: Planning Officer

Attachments:

1. Proposal Plans
2. Department of State Development, Manufacturing, Infrastructure and Planning Referral Agency Response

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	Porkdig Pty Ltd	ADDRESS	1 Herberton Street and 255 Byrnes Street, Mareeba
DATE LODGED	23 March 2018	RPD	Lot 701 and 702 on M3565
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use - Service Station & Food and Drink Outlet		
FILE NO	MCU/18/0007	AREA	Lot 701 - 1,019m ² Lot 702 - 1,012m ²
LODGED BY	Planz Town Planning	OWNER	Porkdig Pty Ltd
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Centre Zone		
LEVEL OF ASSESSMENT	Impact Assessment		
SUBMISSIONS	No submission received		

EXECUTIVE SUMMARY

Council is in receipt of an impact assessable development application described in the above application details. During public notification of the application, no submissions were received.

The proposed development will involve the demolition of the existing Mobil service station (corner of Herberton and Byrnes Streets) as well as the demolition of the existing dwelling on the northern adjoining Lot and the subsequent redevelopment of both parcels of land (once amalgamated) to include a new service station and attached food and drink outlet (fast food restaurant). The service station component will include an ancillary shop.

The application and supporting material has been assessed against the Mareeba Shire Council Planning Scheme 2016 and is not considered to conflict with any relevant aspect of the Planning Scheme.

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 conditions.

OFFICER'S RECOMMENDATION

1. That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	Porkdig Pty Ltd	ADDRESS	1 Herberton Street and 255 Byrnes Street, Mareeba
DATE LODGED	23 March 2018	RPD	Lot 701 and 702 on M3565
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use - Service Station & Food and Drink Outlet		

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 - Service Station & Food and Drink Outlet

(B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
12-A101 Rev 1	Title page	Michael Ferris and Ptnrs Pty Ltd	26 Oct 2018
12-A203 Rev 1	Site Plan	Michael Ferris and Ptnrs Pty Ltd	26 Oct 2018
12-A205 Rev 1	Floor Plan - Level 1	Michael Ferris and Ptnrs Pty Ltd	26 Oct 2018
12-A301 Rev 1	Elevations	Michael Ferris and Ptnrs Pty Ltd	26 Oct 2018
12-A401 Rev 1	Architectural Sections	Michael Ferris and Ptnrs Pty Ltd	26 Oct 2018

(C) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

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

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

2. Timing of Effect

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

3. General

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

3.4 Waste Management

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

Where bulk bins are used and are to be serviced on site, certification by a Registered Professional Engineer of Queensland (RPEQ) must be provided to Council prior to the issue of a building permit which demonstrates 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.

3.5 Noise Nuisance

3.5.1 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.

3.5.2 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.

4. Infrastructure Services and Standards

4.1 Access

Both proposed access crossovers must be upgraded/constructed to a commercial access crossover standard (from the edge of Byrnes/Herberton Street pavement to the property boundary of the subject land) in accordance with the FNQROC Development Manual, to the satisfaction of Council's delegated officer.

Any redundant vehicle crossovers must be removed and kerb and channel and any footpaths reinstated, to the satisfaction of Council's delegated officer.

4.2 Stormwater Drainage/Water Quality

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 Prior to building works commencing the applicant must submit a Stormwater Management Plan and Report prepared and certified by a suitably qualified design engineer (RPEQ) that meets or exceeds the standards of design and construction set out in the Queensland Urban Drainage Manual (QUDM) and the FNQROC Development Manual to the satisfaction of Council's delegated officer.

4.2.3 The Stormwater Management Plan and Report must include provisions to intercept and control stormwater flows along driveways.

4.2.4 The applicant/developer must construct the stormwater drainage infrastructure in accordance with the approved Stormwater Management Plan and Report.

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

4.2.6 In addition to the Stormwater Management Plan, and prior to building works commencing, the applicant/developer must submit an Oily Water Management Plan, prepared and certified by a suitably qualified design engineer (RPEQ). The Plan must demonstrate how contaminants such as oil and/or fuel will be removed and stored prior to stormwater being discharged from the site.

4.3 Car Parking/Internal Driveways

4.3.1 The applicant/developer must ensure the development is provided with a minimum of 10 on-site car parking spaces (including 1 disabled parking space) as well as 1 RV parking space and 1 service vehicle parking space which are available solely for the parking of vehicles associated with the use of the premises. These parking spaces must be provided in addition to any fuel bowser parking spaces and car wash bay spaces.

4.3.2 All car parking spaces and trafficable areas must be concrete sealed, line-marked and appropriately drained prior to the commencement of the use, to the satisfaction of Council's delegated officer.

4.3.3 All car parking spaces and trafficable areas 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.

4.3.4 The applicant/developer must ensure the development is provided with 3 bicycle parking spaces in proximity to the shop/food and drink outlet building entrances.

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

4.4 Landscaping

4.4.1 Prior to the commencement of the use, a landscape plan must be prepared for the site and submitted to Council's delegated officer for consideration and approval. The extent of landscaping on site should be generally consistent with that shown on the submitted plan/s (Site Plan).

4.4.2 All plant varieties must be generally in accordance with Schedule A of Planning Scheme Policy No. 9 (Landscaping Policy).

4.4.3 The landscaping of the site must be carried out in accordance with the endorsed landscaping plan, and irrigated, mulched and maintained for the life of the development to the satisfaction of Council's delegated officer.

4.5 Fencing

Prior to the commencement of the use, the applicant/developer must erect a 1.8m high solid screen colorbond fence (of neutral colour) along the entire length of the eastern boundaries of Lots 701 and 702 on M3565.

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

4.6 Lighting

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.

NOTE: The design is to integrate the principles of Crime Prevention through Environmental Design (CPTED) theory. Lighting design is to illuminate potential

areas of concealment and is to project illumination so that a human face is easily discernible from 15 metres and there is to be sufficient night lighting, which renders people, colours, vegetation and objects correctly. i.e. 'white' light. Particular attention should be given to pathways, driveways and common external spaces.

4.7 Signage

4.7.1 The number, type and size of advertising signage, including pylon signage, is limited to that shown on the submitted plans and must not move, revolve, strobe or flash (can be illuminated).

4.7.2 The pylon signage must be designed and installed so as to not impede the vision of any pedestrian or vehicle using the Byrnes and Herberton Street intersection, to the satisfaction of Council's delegated officer.

4.8 Water Supply

4.8.1 Where the existing reticulated water supply does not currently service the site or is not at an adequate capacity, the 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).

4.8.2 A water service connection must be provided to the subject land in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.

4.9 Sewerage Connection

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

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

(D) ASSESSMENT MANAGER'S ADVICE

(a) A number of other charges or payments may be payable as a result of conditions of approval. The applicable fees are set out in Council's Fees & Charges Schedule for each respective financial year.

(b) 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.

(c) 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.

(d) Food Premises

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

(e) A Trade Waste Permit will be required prior to the commencement of use for the food and drink outlet component of the development only (trade waste permit will not be issued for the service station).

(f) 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.

(g) 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.

(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.environment.gov.au

(i) 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.datsip.qld.gov.au

(E) REFFERAL AGENCY CONDITIONS

Department of State Development, Manufacturing, Infrastructure and Planning conditions dated 7 February 2019.

(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 (Please contact Planning Section to obtain application form and applicable fee)



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

The subject land is comprised of two adjoining lots situated on the corner of Byrnes Street and Herberton Streets, Mareeba, and is more particularly described as Lot 701 and 702 on M3565. Both Lots 701 and 702 are zoned Centre under the Mareeba Shire Council Planning Scheme 2016.

Lot 701 contains the existing Mobil service station as well as a storage and collection depot for a transport company which is established in an outbuilding next to the service station shop. Lot 701 is generally regular in shape and has a total area of 1,019m². The lot includes 26.8 metres of frontage to Byrnes Street and 52 metres of frontage to Herberton Street. Both Roads are constructed to bitumen/asphalt sealed standard including kerb and channel. Lot 701 is accessed via 3 crossovers, 2 from Herberton Street and 1 from Byrnes Street.

Lot 702 is situated between the Mobil service station and Betta Electrical. Lot 702 is regular in shape, has a total area of 1,012m² and contains 20 metres of frontage to Byrnes Street only. A single crossover in the north-west corner is used to access the allotment. Lot 702 is improved by a single dwelling house and a number of residential outbuildings.

All lots surrounding the subject land are zoned Centre and primarily contain residential uses with the exception of Betta Electrical situated to the north of the land.

BACKGROUND AND CONTEXT

Nil

PREVIOUS APPLICATIONS & APPROVALS

Nil

DESCRIPTION OF PROPOSED DEVELOPMENT

The development application seeks a Development Permit for Material Change of Use - Service Station & Food and Drink Outlet in accordance with the plans shown in **Attachment 1**.

The proposed development will include the following:

- The demolition of the existing Mobil service station at 1 Herberton Street;
- The demolition of the existing dwelling and outbuildings at 255 Byrnes Street;
- The amalgamation of 1 Herberton Street and 255 Byrnes Street;
- The construction of a new Mobil service station with ancillary shop and food and drink outlet (approx.240m² GFA);
- Freestanding advertising devices.

The proposed service station and food and drink outlet (restaurant) will be accessible from both Byrnes Street and Herberton Street.

REGIONAL PLAN DESIGNATION

The subject land 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 subject land contains no areas of ecological significance.

PLANNING SCHEME DESIGNATIONS

	Land Use Categories
	<ul style="list-style-type: none">• Centre Area
	Transport Elements
	<ul style="list-style-type: none">• State Controlled Road• B-double Route• Principal Cycle Route
Strategic Framework:	
Zone:	Centre Zone
Overlays:	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
Service station	<i>Premises used for the sale of fuel including petrol, liquid petroleum gas, automotive distillate and alternative fuels. The use may include, where ancillary, a shop, food and drink outlet, maintenance, repair servicing and washing of vehicles, the hire of trailers, and supply of compressed air.</i>		<i>Car wash</i>
Food and drink outlet	<i>Premises used for preparation and sale of food and drink to the public for consumption on or off the site. The use may include the ancillary sale of liquor for consumption on site.</i>	<i>Bistro, café, coffee shop, drive-through facility, kiosk, milk bar, restaurant, snack bar, takeaway, tea room</i>	<i>Bar, club, hotel, shop, theatre, nightclub entertainment facility</i>

RELEVANT PLANNING INSTRUMENTS

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

(A) Far North Queensland Regional Plan 2009-2031

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

(B) State Planning Policy

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

(C) Mareeba Shire Council Planning Scheme 2016

Strategic Framework

3.3 Settlement pattern and built environment

3.3.2 Element—Activity centres network

3.3.2.1 Specific outcomes

- (1) *The scale of development in activity centres is consistent with their role and function within the defined hierarchy of activity centres, which consists of a major regional activity centre, a village activity centre, rural activity centres and rural villages.*

Comment

The proposed development is of a scale and nature consistent with Mareeba's role and function as a major regional activity centre.

The development complies.

- (2) *Centre activities are focussed in major regional activity centres, particularly development which draws on a wide catchment. Other activity centres promote local self-containment by facilitating a diverse range of services in support of local catchments and communities.*

Comment

The proposed development will be sited within the urban footprint of Mareeba which is the Shire's major regional activity centre and will primarily be used by Mareeba residents, as well as residents from further reaches of the Shire and tourists when passing through Mareeba.

The development complies.

- (6) *Centre areas provide high quality and attractive streetscapes, active shopfronts, comfortable pedestrian environments and spaces for social interaction.*

Comment

The proposed service station and ancillary food and drink outlet (fast food restaurant) will be made from modern, attractive building materials and finishes and will replace an existing aged service station and dwelling. To further enhance the visual appeal of the site, landscape strips will be planted along the sites Byrnes and Herberton Street frontages.

The proposed development is likely to contribute to an attractive streetscape within Mareeba's CBD and is not likely to impact on the existing pedestrian network along Byrnes Street.

The development complies.

3.3.3 Element—Major regional activity centre**3.3.3.1 Specific outcomes**

- (1) *The role and function of Mareeba as the major regional activity centre for services in Mareeba Shire is strengthened. Mareeba is to accommodate the most significant concentrations of*

regional-scale business, retail, entertainment, government administration, secondary and tertiary educational facilities and health and social services within the shire.

Comment

The proposed service station upgrade and ancillary food and drink outlet (fast food restaurant) will strengthen Mareeba's role as the Shire's major regional activity centre and will further concentrate regional-scale commercial development within the Township.

The development complies.

- (2) *Development within Mareeba over time enhances the Shire's self-sufficiency in terms of services offered, business and employment opportunities.*

Comment

The proposed service station upgrade and ancillary food and drink outlet (fast food restaurant) could only enhance Mareeba and the Shire's self-sufficiency and is likely to boost employment opportunities for people living in proximity of Mareeba.

The development complies.

- (4) *The centre area of Mareeba continues to be focused on the core area around Byrnes Street (between Rankin and Lloyd Streets), with significant expansion of centre activities within underutilised sites within the Byrnes Street core, in Walsh Street and south along Byrnes Street. New development will improve the streetscape of the town centre including streetscape improvement.*

Comment

Despite the site lying outside that part of Mareeba's CBD between Rankin and Lloyd Streets, the site is still situated within the Centre Zone and well within Mareeba's CBD and will replace a long-established service station use. The development will enhance the existing streetscape appearance of this section of the CBD with new modern building materials and finishes and additional landscaping.

The development complies.

Relevant Developments Codes

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

- 6.2.1 Centre zone code
- 8.2.12 Transport infrastructure overlay code
- 9.3.2 Commercial activities code
- 9.4.1 Advertising devices 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 solutions (or probable solutions/performance criteria where no acceptable solution applies) of the relevant codes set out below, provided reasonable and relevant conditions are attached to any approval.

Relevant Codes	Comments
Centre Zone Code	The application can be conditioned to comply with the relevant acceptable outcomes contained within the code (or the relevant performance outcomes where no acceptable outcome is provided).
Transport Infrastructure Overlay Code	The application can be conditioned to comply with the relevant acceptable outcomes contained within the code (or the relevant performance outcomes where no acceptable outcome is provided).
Commercial Activities Code	The application can be conditioned to comply with the relevant acceptable outcomes contained within the code (or the relevant performance outcomes where no acceptable outcome is provided).
Advertising Devices Code	<p>The application can be conditioned to comply with the relevant acceptable outcomes contained within the code (or the relevant performance outcomes where no acceptable outcome is provided) apart from the following:</p> <ul style="list-style-type: none"> • Acceptable Outcome AO2.2 <p>Despite not complying with AO2.2, it is considered that the development can achieve compliance with higher order Performance Outcome PO2 (refer to planning discussion section of report).</p>
Landscaping Code	<p>The application can be conditioned to comply with the relevant acceptable outcomes contained within the code (or the relevant performance outcomes where no acceptable outcome is provided) apart from the following:</p> <ul style="list-style-type: none"> • Acceptable Outcome AO1 <p>Despite not complying with AO1, it is considered that the development can achieve compliance with higher order Performance Outcome PO1 (refer to planning discussion section of report).</p>
Parking and Access Code	The application can be conditioned to comply with the relevant acceptable outcomes contained within the code (or the relevant performance outcomes where no acceptable outcome is provided).
Works, Services and Infrastructure Code	The application can be conditioned to comply with the relevant acceptable outcomes contained within the code (or the relevant performance outcomes where no acceptable outcome is provided).

(D) Planning Scheme Policies/Infrastructure Charges Plan

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

A condition will be attached to any approval requiring all development works be designed and constructed in accordance with FNQROC Development Manual standards, to the satisfaction of Council's delegated officer.

(E) Adopted Infrastructure Charges Notice

The following infrastructure charge methodology for the development was derived from Council's Adopted Infrastructure Charges Resolution (No. 1) 2019.

Both the "Service Station" and "Food and Drink Outlet" uses fall within the Commercial (Retail) infrastructure charge category. The Adopted Infrastructure Charges Resolution (No. 1) of 2019 nominates the following maximum charge for Commercial (Retail):

- \$117.90 per m² of GFA (gross floor area)

The proposed service station and food and drink outlet will include a GFA of approximately 240m². Based on a rate of \$117.90 per m² the development will attract an infrastructure charge of **\$28,296.00**.

When determining a final charge amount, any credits applicable to the subject land must be considered. Credits applicable are as follows:

- Lot 701 - contains existing Mobil service station with GFA of approx. 190m² x \$117.90 = credit of **\$22,401.00**.
- Lot 702 - contains 1 dwelling house with a deemed credit of **\$18,340.00**.

Total Credits: **\$40,741.00**

The credits applicable to the subject land exceed the infrastructure charges generated by the proposed development. Infrastructure charges are therefore not applicable in this instance.

REFERRAL AGENCY

The application triggered referral to the Department of State Development, Manufacturing, infrastructure and Planning as a Referral Agency (SARA - DTMR).

The Department issued their referral agency response on 7 February 2019 and they require the conditions included within the referral agency response to be attached to any approval (**Attachment 2**).

Internal Consultation

Technical Services - Development Engineering

PUBLIC NOTIFICATION

The development proposal was placed on public notification from 10 January 2019 to 1 February 2019. The applicant submitted the notice of compliance on 8 February 2019 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

No submissions were received.

PLANNING DISCUSSION

Noncompliance with the relevant acceptable outcomes of the Advertising Devices Code and Landscaping Code are discussed below. Where the development cannot comply with an acceptable outcome, it is considered compliance with the higher order performance outcome can be achieved.

9.4.1 Advertising Devices Code

PO2

Advertising devices are designed and located to:

- (a) avoid visual clutter;*
- (b) avoid overshadowing of adjoining premises or public places;*
- (c) prevent loss of daylight or sunlight access for nearby uses;*
- (d) be consistent with the built and natural character of the immediate surrounds; and*
- (e) allow for the identification of premises, uses and business.*

AO2.2

*The number, type and design of advertising devices complies with **Table 9.4.1.3D**.*

Comment

Four illuminated signs are proposed on site in total (1 x freestanding pylon signs and 3 x fascia signs) which is non-compliant with the maximum number of 3 allowed for by AO2.2. The 1 freestanding sign, with a height of 8m is also non-compliant with AO2.2 which includes a height limit for freestanding advertising devices equal to building height (5m) or 7.5m, whichever is lesser.

Despite containing additional signage above that allowed for by AO2.2, the signage proposed is not unreasonable for a development of this nature and scale and is not likely to result in any visual clutter or over-crowding when viewed by road users or nearby residential uses. Furthermore, the height proposed for the freestanding pylon sign is also typical of the use proposed and is not likely to cause any overshadowing or loss of daylight and sunlight to adjoining properties. It is considered that the proposed developments advertising devices component will comply with PO2.

9.4.2 Landscaping Code

PO1

Development, other than in the Rural zone, includes landscaping that:

- (a) contributes to the landscape character of the Shire;*
- (b) compliments the character of the immediate surrounds;*
- (c) provides an appropriate balance between built and natural elements; and*
- (d) provides a source of visual interest.*

AO1

Development, other than in the Rural zone, provides:

- (a) a minimum of 10% of the site as landscaping;*
- (b) planting in accordance with Planning Scheme Policy 6 - Landscaping and preferred plant species;*
- (c) for the integration of retained significant vegetation into landscaping areas;*
- (d) on-street landscaping works in accordance with the Design Guidelines set out in Section D9 Landscaping, of the Planning Scheme Policy 4 - FNQROC Regional Development Manual.*

Comment

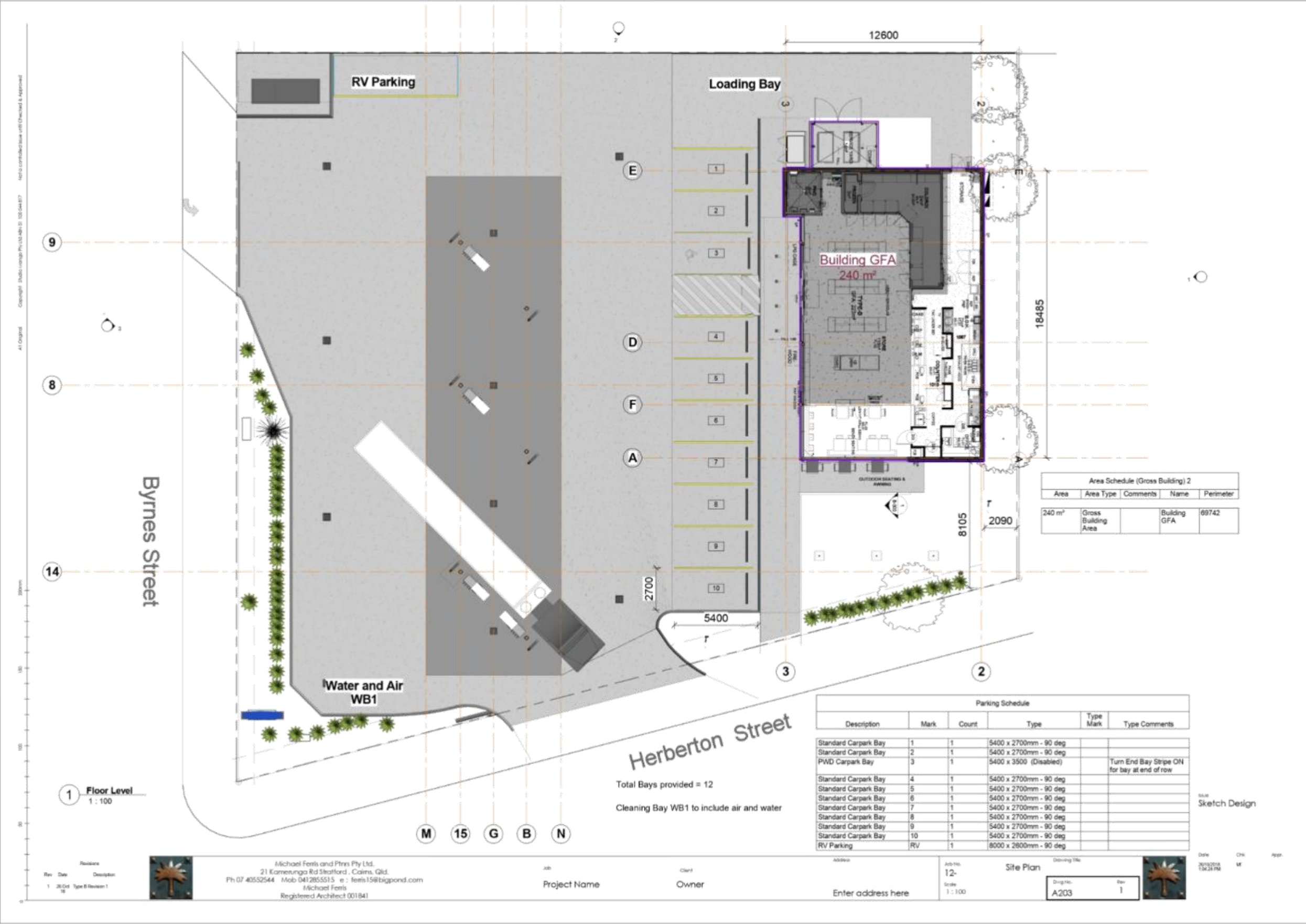
Less than 10% of the site will be landscaped. The development is therefore non-compliant with AO1 which requires 10% of the site to be landscaped.

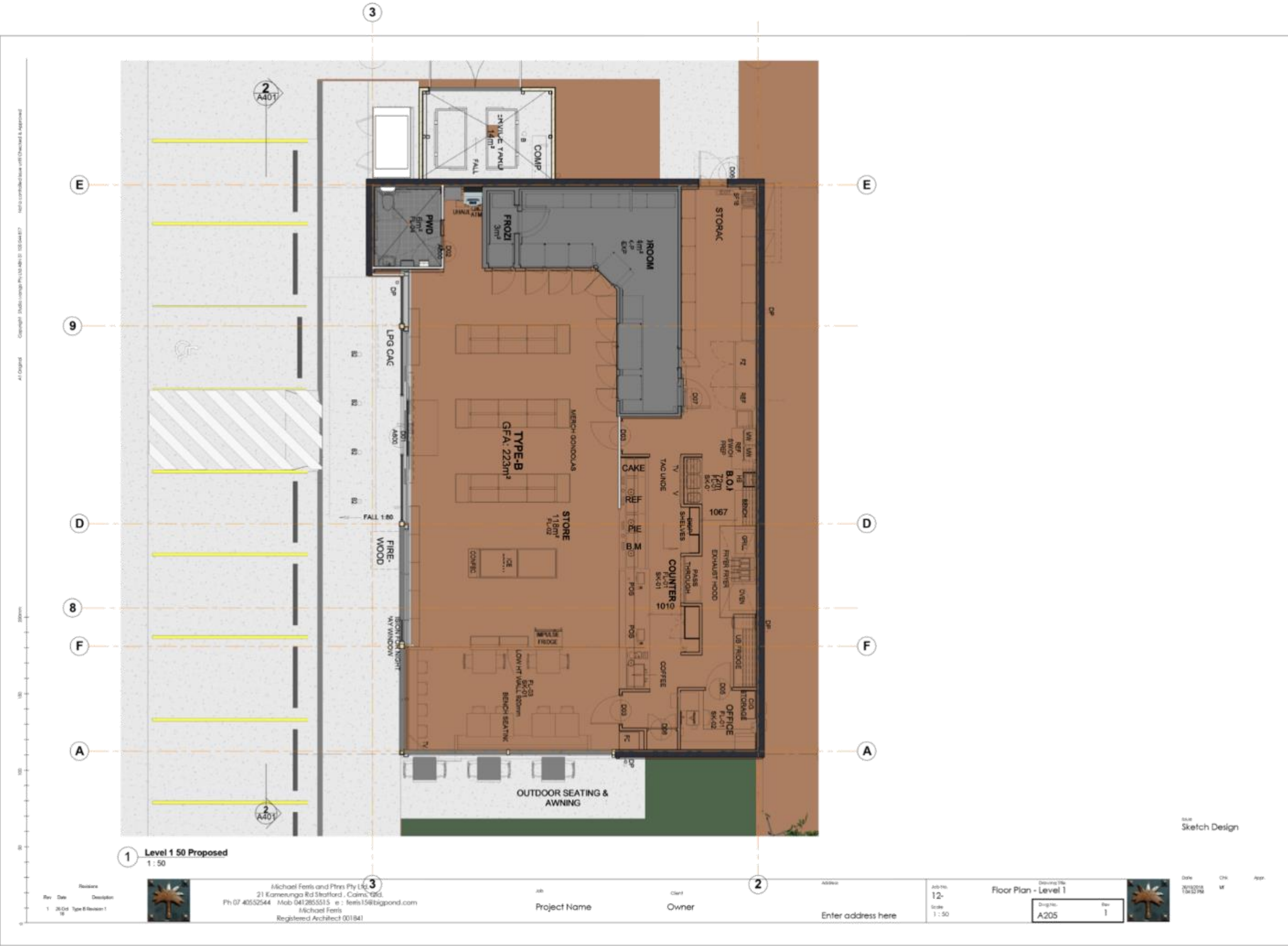
The proposed landscaping will comprise of vegetated strips along the southern and western property boundaries (fronting Byrnes and Herberton Streets) excluding access driveways. Some landscaping will also be provided along the eastern property boundary adjacent to neighbouring dwelling house.

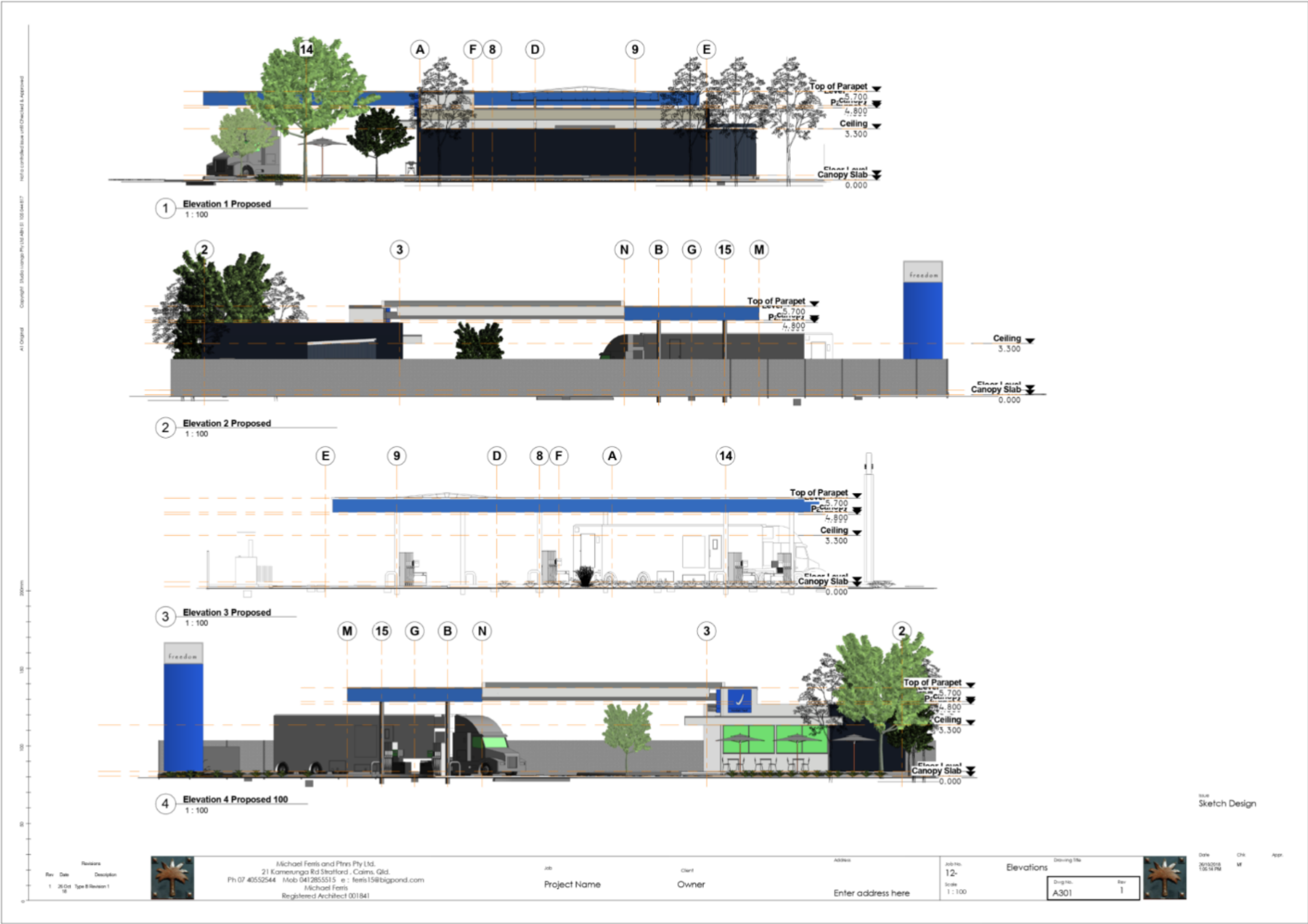
Despite not achieving the required 10% (200m² of landscaping) the landscaping proposed will satisfy the performance outcome in that it will contribute to the landscape character of Mareeba's CBD and will help soften the appearance of the development when viewed from both Byrnes and Herberton Streets. The landscaping proposed will be substantially more than that provided at the existing Mobil service station site.

Landscaping to the north is not considered critical due to the building on the northern adjoining property (Betta Electrical) being built to boundary. A condition will be attached to any approval requiring the submission of a detailed landscape plan for Officer endorsement and will be required to be planted prior to the commencement of the use. The landscaping proposed will satisfy PO1.











RA6-N



Department of
**State Development,
Manufacturing,
Infrastructure and Planning**

Our reference: 1804-4780 SRA
Your reference: MCU/18/0007

7 February 2019

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

Attention: Carl Ewin

Dear Sir/Madam

Referral agency response—with conditions
(Given under section 56 of the *Planning Act 2016*)

The development application described below was properly referred to the Department of State Development, Manufacturing, Infrastructure and Planning on 10 April 2018.

Applicant details

Applicant name:	Porkdig Pty Ltd
Applicant contact details:	C/ Planz Town Planning, PO Box 181 Edge Hill QLD 4870 susie@planztp.com

Location details

Street address:	1 Herberton Street, Mareeba; 255 Byrnes Street, Mareeba
Real property description:	701M3565; 702M3565
Local government area:	Mareeba Shire Council

Application details

Development permit	Material change of use for Service Station and Food & Drink Outlet
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Far North Queensland regional office
Ground Floor, Cnr Grafton and Hartley
Street, Cairns
PO Box 2358, Cairns QLD 4870

Document Set ID: 3489788
Version: 1 Version Date: 08/02/2019

1804-4780 SRA

Referral triggers

The development application was referred to the department under the following provisions of the Planning Regulation 2017:

- 10.9.4.2.4.1 State transport corridors and future State transport corridors

Conditions

Under section 56(1)(b)(i) of the *Planning Act 2016* (the Act), the conditions set out in Attachment 1 must be attached to any development approval.

Reasons for decision to impose conditions

The department must provide reasons for the decision to impose conditions. These reasons are set out in Attachment 2.

Advice to the assessment manager

Under section 56(3) of the Act, the department offers advice about the application to the assessment manager—see Attachment 3.

Approved plans and specifications

The department requires that the plans and specifications set out below and enclosed must be attached to any development approval.

Drawing/report title	Prepared by	Date	Reference no.	Version/issue
Aspect of development: Material change of use				
TMR Layout Plan (664 – 1.60km)	Queensland Government Transport and Main Roads	31/01/2019	TMR18-24313 (500-1194)	A
19m Semi Fuel Tanker Access Existing Eastbound onto Herberton Street	CivilWalker Consulting Engineer	21.01.19	155-001-SK7	2
Access Crossovers (Commercial & Industrial Vehicle Crossing)	FNQROC	23/10/17	S1015	D

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

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

Yours sincerely



Brett Nancarrow
Manager (Planning)

cc Porkdig Pty Ltd, susie@planztp.com

Department of State Development, Manufacturing, Infrastructure and Planning

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1804-4780 SRA

enc Attachment 1—Conditions to be imposed
 Attachment 2—Reasons for decision to impose conditions
 Attachment 3—Advice to the assessment manager
 Approved plans and specifications

1804-4780 SRA

Attachment 1—Conditions to be imposed

No.	Conditions	Condition timing
Material change of use		
10.9.4.2.4.1 - State transport corridors and future State transport corridors (State-controlled road)— The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of the Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):		
Vehicular Access to state-controlled road		
1.	<p>(a) The road access location, is to be located generally in accordance with TMR Layout Plan (664 – 1.60km) prepared by Queensland Government Transport and Main Roads, dated 31/01/2019, File Reference TMR18-24313 (500-1194), Issue A.</p> <p>(b) Road access works comprising of a sealed industrial crossover must be provided generally in accordance with the 19m Semi Fuel Tanker Access Existing Eastbound onto Herberton Street Plan, prepared by CivilWalker, dated 21.01.19, Drawing No 155-001-SK7 and Revision 2.</p> <p>(c) The road access works must be designed and constructed in accordance with Far North Queensland Regional Organisation of Councils (FNQROC) Standard Drawing S1015 – Access Crossovers (Commercial & Industrial Vehicle Crossing), dated 23/10/17, Revision D.</p>	<p>(a) At all times.</p> <p>(b) and (c): Prior to the commencement of use and to be maintained at all times.</p>
Removal of redundant access		
2.	<p>(a) The existing access located between Lot 701 on M3565 and Mareeba-Dimbulah Road (Byrnes Street) is to be permanently closed and removed.</p> <p>(b) The kerb and channelling between the pavement edge and the property boundary of the subject site must be reinstated in accordance with Far North Queensland Regional Council Organisation (FNQROC) Concrete Kerb and Channel, Standard Drawing S1000, dated 23/10/2017, Issue F at no cost to the Department of Transport and Main Roads.</p>	Prior to the commencement of use.
Stormwater management		
3.	<p>(a) Stormwater management of the development must ensure no worsening or actionable nuisance to the state-controlled road.</p> <p>(b) Any works on the land must not:</p> <ul style="list-style-type: none"> i) create any new discharge points for stormwater runoff onto the state-controlled road; and ii) interfere with and/or cause damage to the existing stormwater drainage on the state-controlled road. 	<p>(a) and (b) At all times.</p>

1804-4780 SRA

Attachment 2—Reasons for decision to impose conditions

The reasons for this decision are:

- To ensure the road access location to the state-controlled road from the site does not compromise the safety and efficiency of the state-controlled road.
- To ensure the design of any road access maintains the safety and efficiency of the state-controlled road.
- To maintain the safety and efficiency of the state-controlled road by reducing the number of road access.
- To ensure the impacts of stormwater events associated with development are minimised and managed to avoid creating any adverse impacts on the state-controlled road.

1804-4780 SRA

Attachment 3—Advice to the assessment manager

General advice	
Advertising Device	
1.	<p>A local government should obtain advice from the Department of Transport and Main Roads (DTMR) if it intends to approve the erection, alteration or operation of an advertising sign or another advertising device that would be visible from a state-controlled road, and beyond the boundaries of the state-controlled road, and reasonably likely 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 that it creates a danger to traffic.</p>
Road Works Approval	
2.	<p>In accordance with section 33 of the <i>Transport Infrastructure Act 1994</i> (TIA), an applicant must obtain written approval from Department of Transport and Main Roads (DTMR) to carry out road works, including road access works on a state-controlled road. Please contact DTMR on 4045 7144 to make an application under section 33 of the TIA to carry out road works. This approval must be obtained prior to commencing any works on the state-controlled road reserve. The approval process may require the approval of engineering designs of the proposed works, certified by a Registered Professional Engineer of Queensland (RPEQ).</p> <p>The road works approval process takes time – please contact Transport and Main Roads as soon as possible to ensure that gaining approval does not delay construction.</p>

8.3 RENEWAL OF TERM LEASE 235183 OVER LOT 43 ON DA358, LOCALITY OF MOUNT MOLLOY

Date Prepared: 27 March 2019

Author: Senior Planner

Attachments: 1. DNRME letter of 22 March 2019

EXECUTIVE SUMMARY

The Department of Natural Resources, Mine and Energy (DNRME) is considering the renewal of Term Lease 235183 over Lot 43 on DA358, being Reserve for Racecourse purposes (RES. 3564), situated at 206 Bakers Road, Mount Molloy.

Term Lease 235183 for grazing purposes will expire on 28 August 2021.

DNRME seeks Council's views on the renewal, specifically:

- (i) Confirmation that the reserve is still required for its gazetted purpose
- (ii) On expiry of the existing lease, would Council as Trustee be prepared to offer the current lessee a Trustee Lease/Permit?
- (iii) If entering into a Trustee Lease/Permit is not an option, Council's views or requirements to the granting of a new Term Lease over the subject area.

RECOMMENDATION

That Council advise the Department of Natural Resources, Mines and Energy that Council has no objection to the renewal of the term lease over land described as Lot 43 on DA358, being Reserve for Racecourse purposes (RES. 3564), situated at 206 Bakers Road, Mount Molloy, further, the reserve is still required for its gazetted purpose and Council as trustee is not prepared to offer a trustee lease/permit.

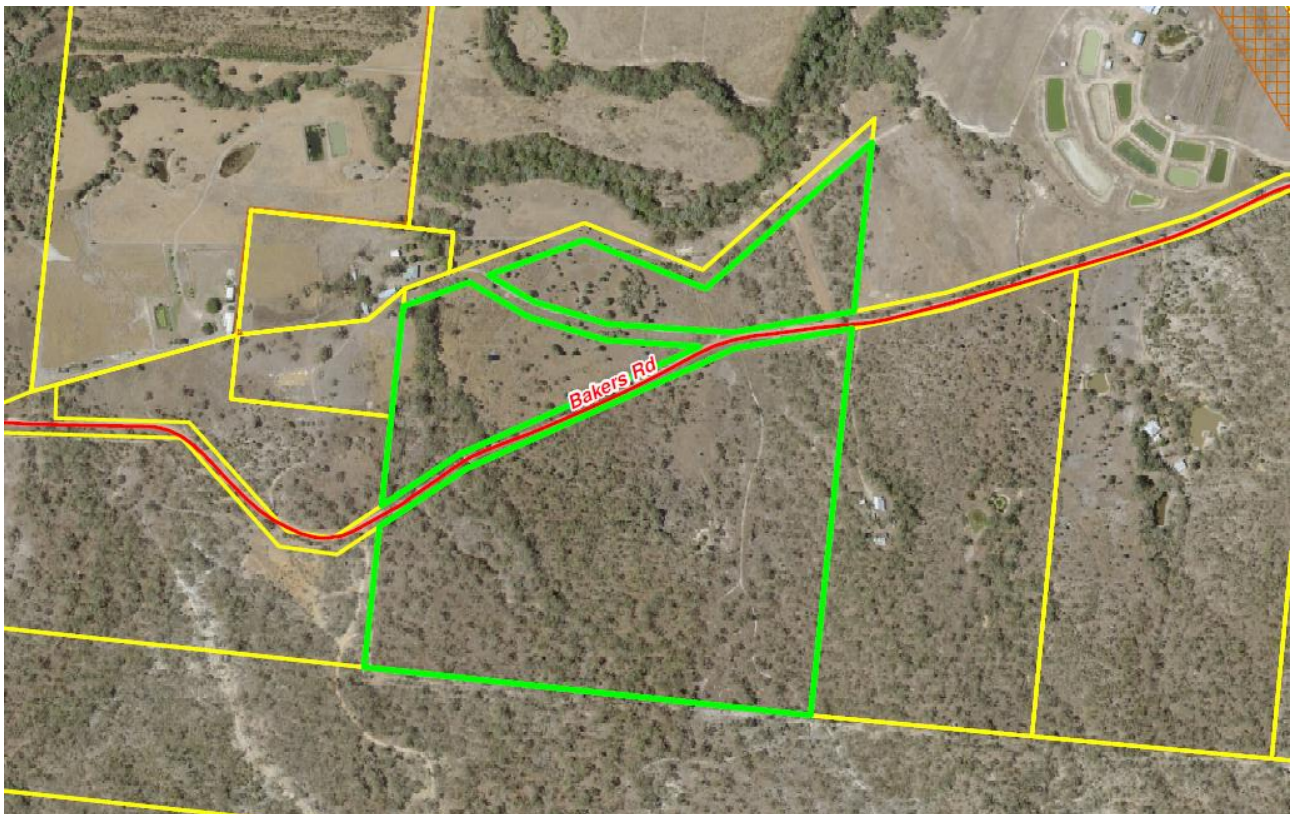
BACKGROUND

The Department of Natural Resources, Mine and Energy (DNRME) is considering the renewal of Term Lease 235183 over Lot 43 on DA358, being Reserve for Racecourse purposes (RES. 3564), situated at 206 Bakers Road, Mount Molloy.

The subject land has an area of 29.5 hectares and is situated on Bakers Road approximately 2 kilometres south-west of Mount Molloy.

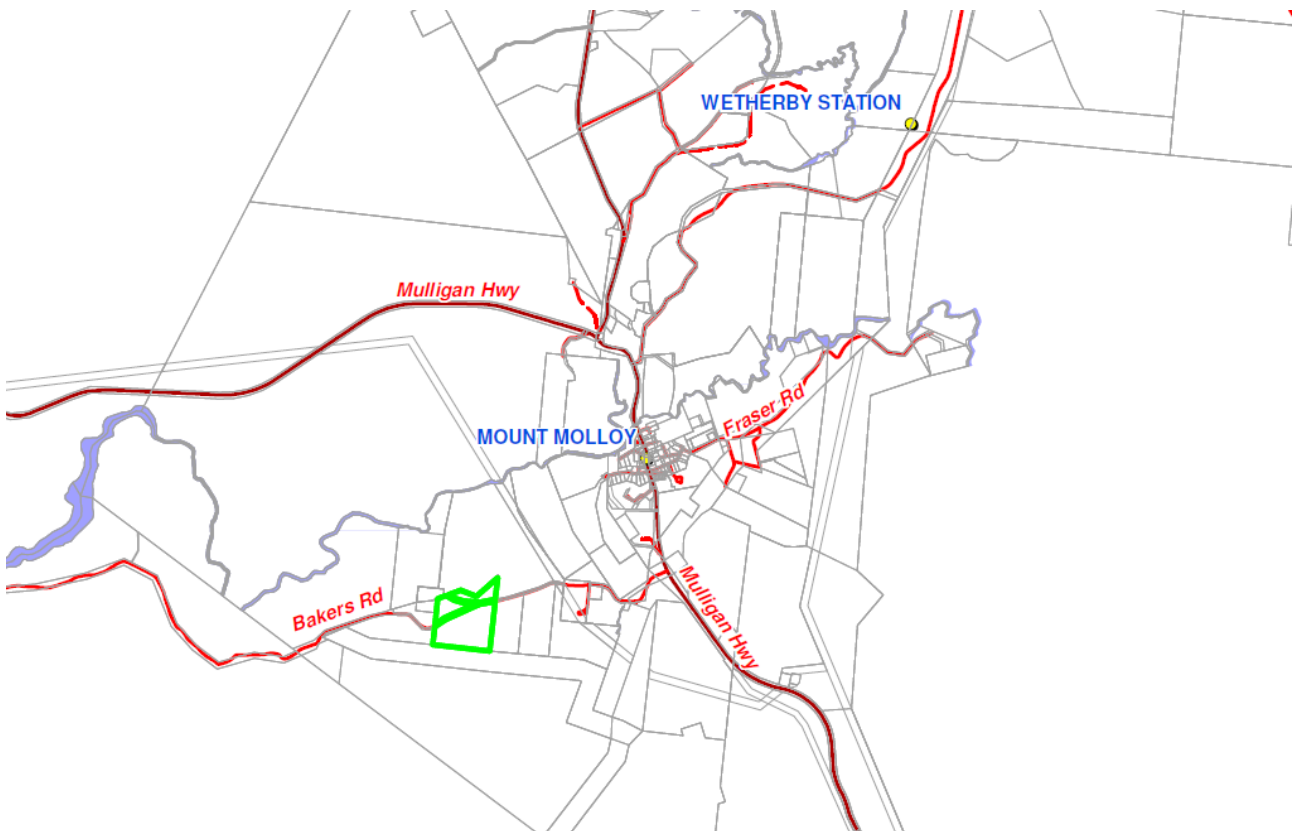
DNRME seeks Council's views on the proposed term lease renewal, specifically:

- (i) Confirmation that the reserve is still required for its gazetted purpose
- (ii) On expiry of the existing lease, would Council as Trustee be prepared to offer the current lessee a Trustee Lease/Permit?
- (iii) If entering into a Trustee Lease/Permit is not an option, Council's views or requirements to the granting of a new Term Lease over the subject area.



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RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

The subject land is zoned Rural under the Mareeba Shire Council Planning Scheme 2016.

There is no objection to the continued use of the land for grazing purposes.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

Nil.

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

The Department of Natural Resources, Mines and Energy will be informed of Council's decision by letter.

File / Ref number 2018/006569

22 March 2019

Chief Executive Officer
Mareeba Shire Council
PO Box 154
Mareeba, QLD 4880
Email to info@msc.qld.gov.au



Dear Sir/Madam

**RENEWAL OF LEASE – Term Lease 235183 described as Lot 43 on Plan DA358
Reserve for Racecourse purposes, RES.3564**

The term of the above lease expires on 28/08/2021 and the department is considering the renewal of this lease. The enclosed Smartmap shows the subject land and the surrounding locality.

Please advise if your agency has any issues that the Minister should consider in respect of the renewal of this lease, any views or requirements that may affect the future use of the land and your comments with regard to the following –

- Confirmation that the reserve is still required for its gazetted purpose
- On expiry of the existing lease, would you as Trustee be prepared to offer the current lessee a Trustee Lease or Trustee Permit over the subject area in accordance with Section 57 of the *Land Act 1994* and Policy PUX/901/210 – Leases over reserves.
- If entering into a Trustee Lease or Trustee Permit is not an option, your views or requirements to the granting of a new Term Lease over the subject area.

Objections to the application, and any views or requirements that may affect the future use of the land should be received by close of business on **17 May 2019**. If you offer an objection to the application, a full explanation stating the reason for such an objection should be forwarded to this Office.

If you wish to provide a response but are unable to do so before the due date, please contact the author before the due date to arrange a more suitable timeframe. If a response is not received by the due date and no alternative arrangements have been made, it will be assumed you have no objections or requirements in relation to this matter.

This information has been provided to you in confidence for the purpose of seeking your views on this matter. It is not to be used for any other purpose, or distributed further to any person,

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PO Box 5318
Townsville
4810 QLD

Telephone : (07) 4222 5427

company, or organisation, without the express written permission of the department unless required.

It is mentioned that at this stage the department has not contacted the lessee about the expiry of the current lease, however if an application for renewal of the lease under the *Land Act 1994* is made, then the department will assess the application in terms of section 159 of the Act before making a decision on the application.

If you wish to discuss this matter please contact Taylah Hopper, Land Administration Officer on telephone no. (07) 4222 5427.

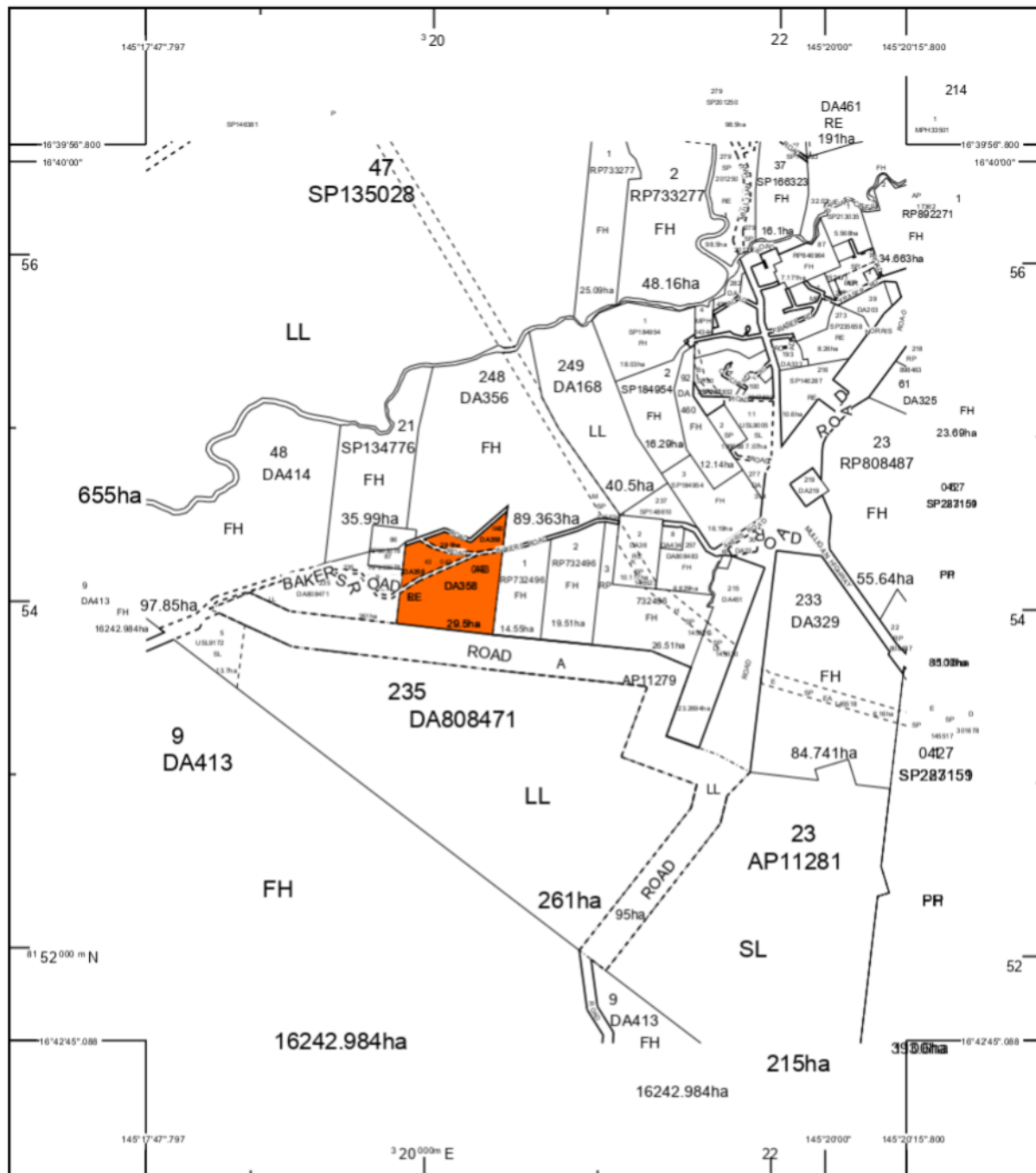
All future correspondence relative to this matter is to be referred to the contact Officer at the address below or by email to Townsville.SLAMS@dnrme.qld.gov.au. Any hard copy correspondence received will be electronically scanned and filed. For this reason, it is recommended that any attached plans, sketches or maps be no larger than A3-sized.

Please quote reference number 2018/006569 in any future correspondence.

Yours sincerely



Taylah Hopper
Land Administration Officer



STANDARD MAP NUMBER
7964-13244

0 630 1261 1892 2523 3153 m
HORIZONTAL DATUM: GDA94 ZONE: 55 SCALE 1 : 31539

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB	No Lot/Plan Selected.
Lot/Plan	No Lot/Plan Selected.
Area/Volume	No Lot/Plan Selected.
Tenure	No Lot/Plan Selected.
Local Government	No Lot/Plan Selected.
Locality	No Lot/Plan Selected.
Segment/Parcel	No Lot/Plan Selected.

CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 22/3/2019
For additional information regarding this SmartMap see page 2.
Shading Rules have been applied.

DCDB 21/03/2019 (Lots with an area less than 1.00ha are not shown)

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SmartMap

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



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Additional Information Page

Shading Rules



Lot Number = 43 and Plan Number = DA358

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8.4 RENEWAL OF TERM LEASE 216331 OVER LOT 469 ON HG509, LOCALITY OF MUTCHILBA

Date Prepared: 27 March 2019

Author: Senior Planner

Attachments: 1. DNRME letter of 22 March 2019

EXECUTIVE SUMMARY

The Department of Natural Resources, Mine and Energy (DNRME) is considering the renewal of Term Lease 216331 over Lot 469 on HG509, being Reserve for Gravel purposes (RES. 14345), situated at 232 Chisari Road, Mutchilba.

Term Lease 216331 for grazing purposes will expire on 31 August 2021.

DNRME seeks Council's views on the renewal, specifically:

- (i) Confirmation that the reserve is still required for its gazetted purpose
- (ii) On expiry of the existing lease, would Council as Trustee be prepared to offer the current lessee a Trustee Lease/Permit?
- (iii) If entering into a Trustee Lease/Permit is not an option, Council's views or requirements to the granting of a new Term Lease over the subject area.

RECOMMENDATION

That Council advise the Department of Natural Resources, Mines and Energy that due to gravel deposits on Reserve for Gravel Purposes Lot 469 on HG509 being exhausted, the land is no longer required for its gazetted purpose and Council has no objection to the renewal of the term lease over Lot 469 on HG509, situated at 232 Chisari Road, Mutchilba.

BACKGROUND

The Department of Natural Resources, Mine and Energy (DNRME) is considering the renewal of Term Lease 216331 over Lot 469 on HG509, being Reserve for Gravel purposes (RES. 14345), situated at 232 Chisari Road, Mutchilba.

The subject land has an area of 20.614 hectares and is situated on Chisari Road approximately 8.7 kilometres east of Mutchilba.

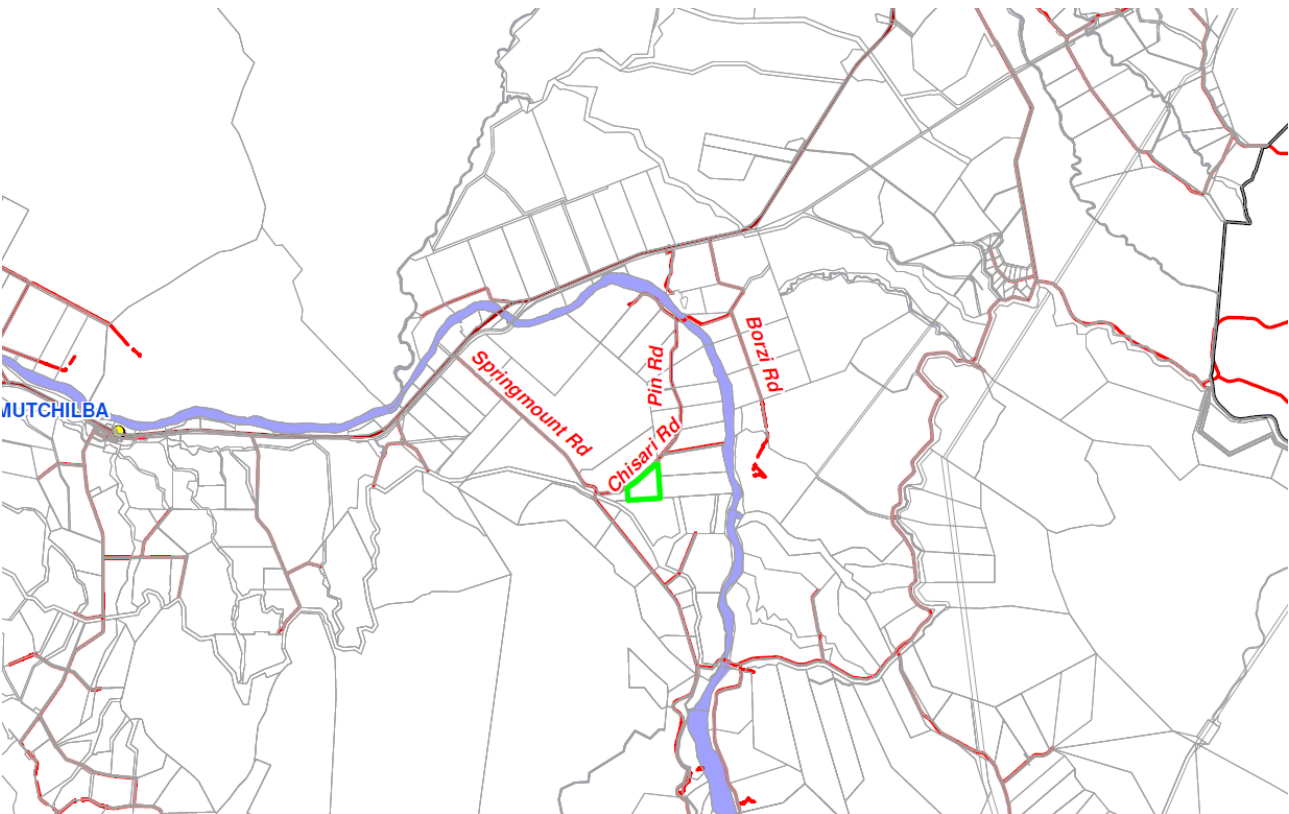
DNRME seeks Council's views on the proposed term lease renewal, specifically:

- (i) Confirmation that the reserve is still required for its gazetted purpose
- (ii) On expiry of the existing lease, would Council as Trustee be prepared to offer the current lessee a Trustee Lease/Permit?
- (iii) If entering into a Trustee Lease/Permit is not an option, Council's views or requirements to the granting of a new Term Lease over the subject area.



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Council at its meeting held on 20 April 2016 resolved to formally advise the Department of Natural Resources and Mines that due to gravel deposits on Reserve for Gravel Purposes Lot 469 on HG509 being exhausted, the land is no longer required for its service delivery function and is therefore surplus to Council's requirements and Council has no objection to the land being disposed of by the Department, either in priority to the existing lessee or on the open market.

RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

The subject land is zoned Rural under the Mareeba Shire Council Planning Scheme 2016.

There is no objection to the continued use of the land for grazing purposes.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

Nil.

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

The Department of Natural Resources, Mines and Energy will be informed of Council's decision by letter.

File / Ref number 2018/006565

22 March 2019

Chief Executive Officer
Mareeba Shire Council
PO Box 154
Mareeba, QLD 4880
Email to info@msc.qld.gov.au



Dear Sir/Madam

RENEWAL OF LEASE – Term Lease 216331 described as Lot 469 on Plan HG509 Reserve for Gravel purposes, RES.14345

The term of the above lease expires on 31/08/2021 and the department is considering the renewal of this lease. The enclosed Smartmap shows the subject land and the surrounding locality.

Please advise if your agency has any issues that the Minister should consider in respect of the renewal of this lease, any views or requirements that may affect the future use of the land and your comments with regard to the following –

- Confirmation that the reserve is still required for its gazetted purpose
- On expiry of the existing lease, would you as Trustee be prepared to offer the current lessee a Trustee Lease or Trustee Permit over the subject area in accordance with Section 57 of the *Land Act 1994* and Policy PUX/901/210 – Leases over reserves.
- If entering into a Trustee Lease or Trustee Permit is not an option, your views or requirements to the granting of a new Term Lease over the subject area.

Objections to the application, and any views or requirements that may affect the future use of the land should be received by close of business on **17 May 2019**. If you offer an objection to the application, a full explanation stating the reason for such an objection should be forwarded to this Office.

If you wish to provide a response but are unable to do so before the due date, please contact the author before the due date to arrange a more suitable timeframe. If a response is not received by the due date and no alternative arrangements have been made, it will be assumed you have no objections or requirements in relation to this matter.

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company, or organisation, without the express written permission of the department unless required.

It is mentioned that at this stage the department has not contacted the lessee about the expiry of the current lease, however if an application for renewal of the lease under the *Land Act 1994* is made, then the department will assess the application in terms of section 159 of the Act before making a decision on the application.

If you wish to discuss this matter please contact Taylah Hopper, Land Administration Officer on telephone no. (07) 4222 5427.

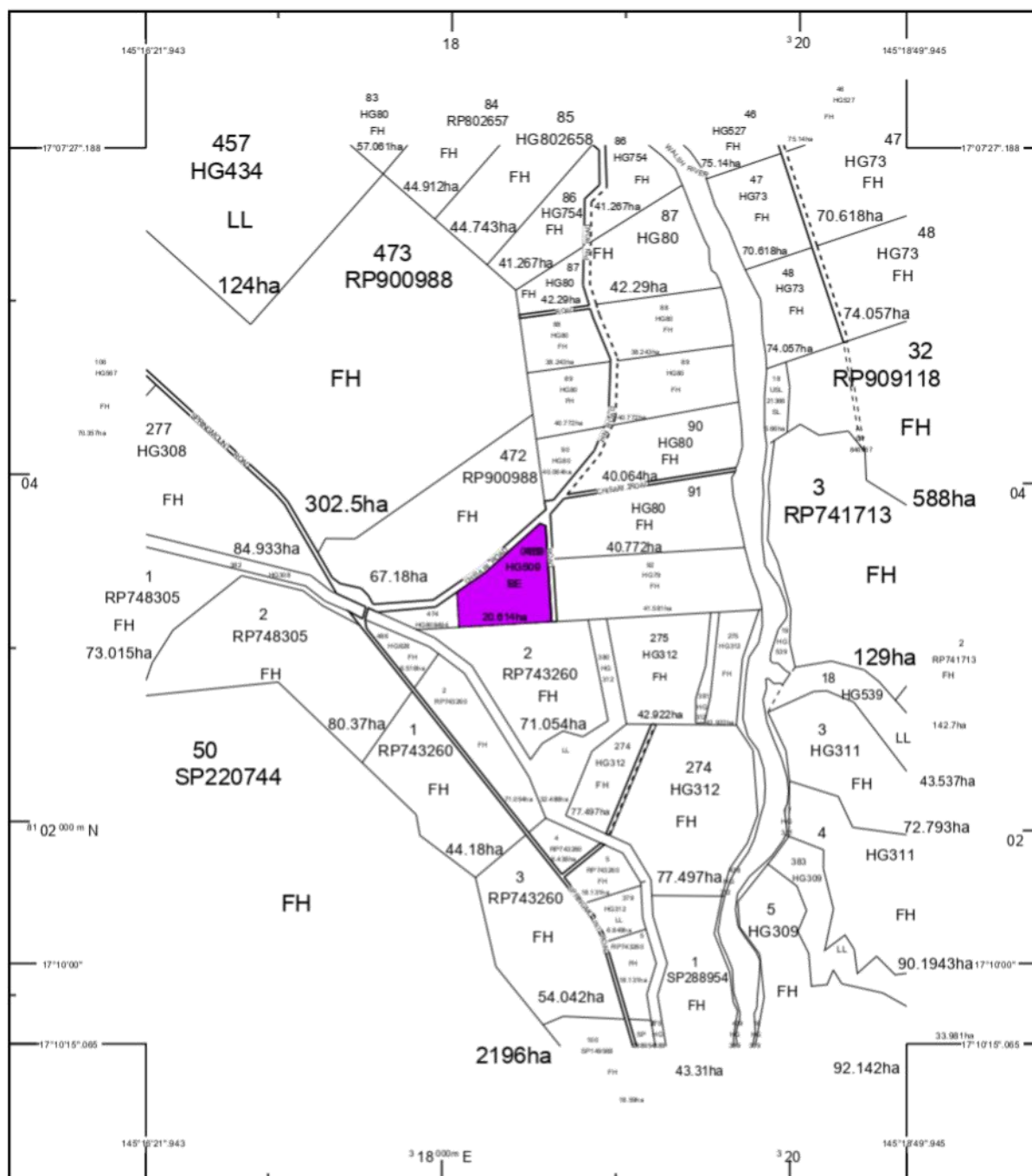
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Please quote reference number 2018/006565 in any future correspondence.

Yours sincerely



Taylah Hopper
Land Administration Officer



STANDARD MAP NUMBER
7963-13413

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB
Lot/Plan
Area/Volume
Tenure
Local Government
Locality
Segment/Parcel

No Lot/Plan Selected.
No Lot/Plan Selected.
No Lot/Plan Selected.
No Lot/Plan Selected.
No Lot/Plan Selected.

CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 22/03/2019
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DCDB 21/03/2019 (Lots with an area less than 1.00ha are not shown)

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SmartMap

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Additional Information Page

Shading Rules



Lot Number = 43 and Plan Number = DA358



Lot Number = 469 and Plan Number = HG509

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8.5 FURTHER DEALING OF TERM LEASE 0/234597 OVER LOT 153 ON HG529, LOCALITY OF DIMBULAH

Date Prepared: 27 March 2019

Author: Senior Planner

Attachments: 1. DNRME letter of 21 March 2019

EXECUTIVE SUMMARY

The Department of Natural Resources, Mine and Energy (DNRME) is considering the further dealing with Term Lease 0/234597 over Lot 153 on HG529, situated at Walsh Street, Dimbulah.

Term Lease 0/234597 was issued for a term of ten (10) years commencing on 22 November 2010. The lease was granted for agricultural purposes.

DNRME is considering several options, namely the renewal of the term lease and the conversion of Lot 153 on HG529 to freehold. Council has previously identified a need to retain Lot 153 on HG529 in public ownership to cater for the future growth demands of the Dimbulah township.

DNRME seeks Council's views on the renewal and freeholding options.

RECOMMENDATION

That Council advise the Department of Natural Resources, Mines and Energy that Council has no objection to the renewal of the term lease over land described as Lot 153 on HG529, situated at Walsh Street, Dimbulah, further, Council does not support the deletion of Condition G61 to allow an application to be made for the conversion of Lot 153 on HG529 to freehold as Lot 153 may be required for a public purpose in the future.

BACKGROUND

The Department of Natural Resources, Mine and Energy (DNRME) is considering the further dealing with Term Lease 0/234597 over Lot 153 on HG529, situated at Walsh Street, Dimbulah.

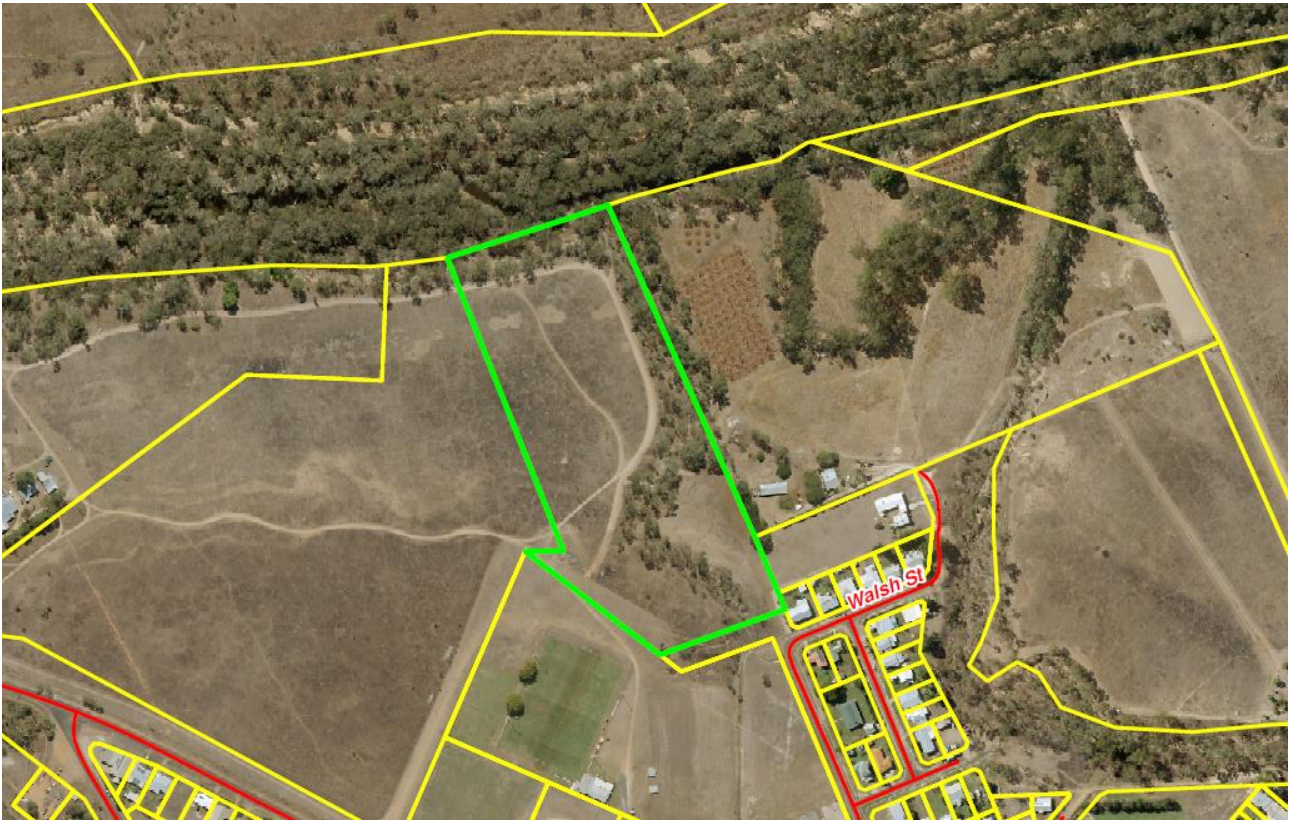
Term Lease 0/234597 was issued for a term of ten (10) years commencing on 22 November 2010. The lease was granted for agricultural purposes.

The subject land has an area of 6.37 hectares and is situated off Walsh Street, Dimbulah. The land is located immediately to the north of the Dimbulah soccer fields.

Council at its meeting held 16 July 2008 resolved not to support the renewal of the term lease over Lot 153 on HG529 due to the land's proximity to Dimbulah and its potential to alleviate the then shortage of residential land in Dimbulah. In August 2008, Dimbulah's Barooga Gardens Estate was privately developed, and the shortage of residential land was alleviated.

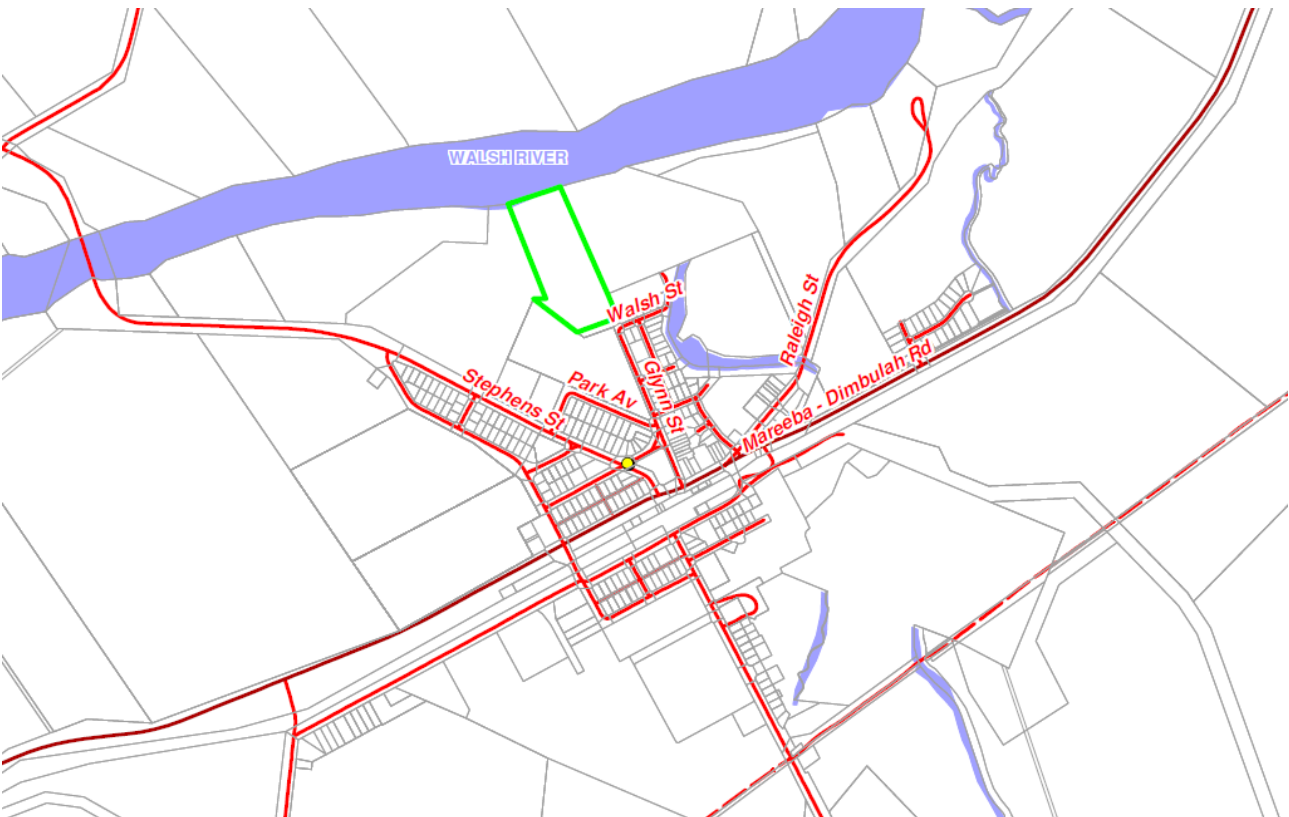
Council has not pursued the acquisition and development of Lot 153 in recent years.

DNRME is considering several options, namely the renewal of the term lease and the conversion of Lot 153 on HG529 to freehold. Condition G61 of the term lease prevents the lessee from making an application for conversion in terms of the Land Act 1994. DNRME queries whether Condition G61 remains applicable.



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RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

The subject land is zoned Rural under the Mareeba Shire Council Planning Scheme 2016.

Whilst there may not be a current need for additional residential land in Dimbulah, the subject land's proximity to the Dimbulah township does make it strategically important for the long-term growth of Dimbulah.

The land offers potential for the expansion of existing sporting facilities and the development of other future town infrastructure.

Condition G61 (prohibition on freeholding) of the term lease should be retained.

There is no objection to the renewal of the term lease for agricultural purposes.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

Nil.

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

The Department of Natural Resources, Mines and Energy will be informed of Council's decision by letter.

File / Ref number: 2018/006567

21 March 2019

Chief Executive Officer
Mareeba Shire Council
Email to: info@msc.qld.gov.au



Department of
Natural Resources,
Mines and Energy

Dear Sir/Madam

Assessment of further dealing of Term Lease No. 0/234597 described as Lot 153 on Plan HG529, Locality of Dimbulah

The abovementioned lease expires on 21 November 2020, and the department is considering further dealing with this land. The following information may help you in providing your views and/or requirements regarding further dealing with this land.

Term Lease No. 0/234597 commenced on 22 November 2010 for a term of ten (10) years and issued for Agricultural purposes.

Please advise if Council has any issues that the department should consider when assessing the most appropriate use and tenure of the land in terms of Sections 159(1), 159A and 167(1) of the *Land Act 1994*. Particular attention in your reply should be given to the following:-

- (c) whether the public interest could be adversely affected if the lease was renewed;
 - (e) the condition of the lease land;
 - (h) whether part of the lease land has a more appropriate use from a land planning perspective;
 - (j) whether part of the lease land is needed for a public purpose;
 - (k) whether a new lease is the most appropriate form of tenure for the lease land.
- Consideration should be given to whether freehold is considered a more appropriate tenure.

Access advice:

- It is noted Term Lease No. 0/234597 has dedicated and practical access via Walsh Street, Dimbulah.

Address imposed conditions on lease

- Condition G61 states *'The lessee of this lease is not allowed to make an application for conversion in terms of the Land Act 1994'*. Council's further advice is sought for consideration if this condition is remains applicable.

Your Council's views or requirements that may affect the future use of the land should be received by close of business on 19 June 2019. If you offer an objection to renewal or freeholding of this lease, a full explanation stating the reason for such an objection should be

Postal :
DNRME
PO Box 5318
Townsville QLD 4810

Telephone : (07) 4028 5625

forwarded to this Office. Similarly, if you have any particular requirements you would like the department to consider, please also provide a full explanation for such requirements.

If you wish to provide a response but are unable to do so before the due date, please contact the author before the due date to arrange a more suitable timeframe. If a response is not received by the due date and no alternative arrangements have been made, it will be assumed you have no objections or requirements in relation to this matter.

This information has been provided in confidence for the purpose of seeking your views on this matter. It is not to be used for any other purpose, or distributed further to any person, company, or organisation, without the express written permission of the department unless required.

If you wish to discuss this matter please contact Sharelle Jones, Land Administration Officer on telephone no. 4028 5625.

All future correspondence relative to this matter is to be referred to the contact Officer at the address below or by email to Townsville.SLAMS@dnrme.qld.gov.au. Any hard copy correspondence received will be electronically scanned and filed. For this reason, it is recommended that any attached plans, sketches or maps be no larger than A3-sized.

Please quote reference number 2018/006567 in any future correspondence.

Yours sincerely



Sharelle Jones

Land Administration Officer

Attached: Title Search
Smartmap

CURRENT STATE TENURE SEARCH

NATURAL RESOURCES, MINES AND ENERGY, QUEENSLAND

Request No: 30851504

Search Date: 21/03/2019 13:55

Title Reference: 40061401

Date Created: 22/12/2010

Previous Title: 40028020

DESCRIPTION OF LAND

Tenure Reference: TL 0/234597

Lease Type: TERM

LOT 153 CROWN PLAN HG529

Local Government: MAREEBA

Area: 6.370000 Ha. (ABOUT)

No Land Description

No Forestry Entitlement Area

Purpose for which granted:
AGRICULTURAL**TERM OF LEASE**

Term and day of beginning of lease

Term: 10 years commencing on 22/11/2010

Expiring on 21/11/2020

REGISTERED LESSEE

Interest

Dealing No: 717382714 13/07/2016

GENNARO SANTUCCI	TRUSTEE	1/2
FOR MADDALENA GAETANA SANTUCCI		
GENNARO SANTUCCI	TRUSTEE	1/2
FOR ROSA SANTUCCI		

AS TENANTS IN COMMON

CONDITIONS

Page 1/4

CURRENT STATE TENURE SEARCH**NATURAL RESOURCES, MINES AND ENERGY, QUEENSLAND**

Request No: 30851504

Search Date: 21/03/2019 13:55

Title Reference: 40061401

Date Created: 22/12/2010

CONDITIONS

- A78
- (1) The lessee must use the leased land for agricultural purposes
 - (2) This lease may be forfeited if not used for the purpose stated above.
 - (3) The annual rent must be paid in accordance with the Land Act 1994.
 - (4) The Parties acknowledge that GST may be payable in respect of a supply made under this lease. Where GST becomes payable in respect of a supply made under this lease, the State (lessor) may recover the GST from the lessee by increasing the consideration payable by the lessee to the State by an amount equal to that which the State is obliged to remit to the Commonwealth as GST on the supply and that amount may be recovered from the lessee as part of the money payable to the State under this lease. The State will upon request by the lessee, issue to the lessee a valid GST tax invoice in respect of any taxable supply made under this lease. (NOTE: For the purposes of this condition "GST" means the goods and services tax which results from the enactment of A New Tax System (Goods and Services Tax) Act 1999 and the related Acts which constitute the Commonwealth taxation reform (as amended from time to time)).
 - (5) The lessee must pay the cost of any required survey or re-survey of the leased land.
 - (6) The lessee must control pest plants and animals, on the leased land, in accordance with the Land Protection (Pest and Stock Route Management) Act 2002 and the Local Laws and requirements of the Tablelands Regional Council.
 - (7) The lessee has the responsibility for a duty of care, to take all reasonable and practicable measures to sustainably manage the leased land by conserving the physical, biological, productive and cultural values, either on the leased land or in areas affected by the management of the leased land.
 - (8) The lessee must ensure that the use and development of the leased land conforms to the Planning Scheme, Local Laws and requirements of the Tablelands Regional Council, binding on the lessee.
 - (9) The lessee must give the Minister administering the Land Act 1994, information about the lease, when requested.
 - (10) The lessee must not clear any vegetation on the leased land, unless in accordance with the Sustainable Planning Act 2009.
 - (11) No compensation for improvements or developmental work is payable by the State at the forfeiture, surrender or expiry of the lease, but the lessee has the right to remove the lessees moveable improvements within a period of three (3) months from the forfeiture, surrender or expiry of the lease, provided all money due by the lessee to the State on any account whatsoever has been paid, or be required to remove those improvements as specified in any further condition of lease.
 - (12) This lease is subject to the Land Act 1994 and all other relevant State and Commonwealth Acts.

Page 2/4

CURRENT STATE TENURE SEARCH

NATURAL RESOURCES, MINES AND ENERGY, QUEENSLAND

Request No: 30851504

Search Date: 21/03/2019 13:55

Title Reference: 40061401

Date Created: 22/12/2010

CONDITIONS

- A89 (1) The lessee must allow any person authorised under the Forestry Act 1959 access to the leased land for the purpose of cutting and removing timber or removing other forest products, or quarry material, or other material from the leased land.
- (2) Except as hereinafter provided the lessee must not interfere with any forest products or remove any quarry material (including any stone, gravel, sand, earth, soil, rock, guano or clay which is not a mineral within the meaning of the Mineral Resources Act 1989) or other material upon the leased land without the permission of the Minister administering the Land Act 1994 except under the authority of and in compliance in every respect with the requirements of a permit, licence, agreement or contract granted or made under the Forestry Act 1959.
- E22 The lessee must, protect the leased land from erosion and effect such works as are considered necessary to ensure the land is managed to minimise run-off and maintain water quality .
- G61 The lessee of this lease is not allowed to make an application for conversion in terms of the Land Act 1994.
- I66 The lessee indemnifies and agrees to keep indemnified the Minister administering the Land Act 1994, and the State of Queensland, (the "Indemnified parties") against all actions, suits, proceedings, claims, demands, costs, losses, damages and expenses ("Claim") arising out of or in any way connected to or resulting from the granting of this lease to the lessee or which is connected to or resulting from the lessees' use and occupation of the leased land (all of which are referred to as "the indemnified acts or omissions") save to the extent that the Claim arises as a result of any negligent act or omission of the Indemnified parties, however, any negligent act or omission of one of the Indemnified parties does not negate the indemnity to any of the other Indemnified party/ies. The lessee hereby releases and discharges the Indemnified parties from any Claim relating to the indemnified acts or omissions which may be made against the Indemnified parties.
- K27 The lessee must, within three (3) months from the commencement of the lease and to the satisfaction of the Minister administering the Land Act 1994, eradicate all primary growth and any recurring growth of all noxious plants growing upon the leased land and thereafter must keep and maintain the area free from all noxious plants.
- L117 The lessee must not effect improvements or carry out development work on the leased land within 2 years of the expiry of the lease, without the Minister's written approval.

Page 3/4

CURRENT STATE TENURE SEARCH

NATURAL RESOURCES, MINES AND ENERGY, QUEENSLAND

Request No: 30851504

Search Date: 21/03/2019 13:55

Title Reference: 40061401

Date Created: 22/12/2010

CONDITIONS

- Q19 The lessee must not light fires or carry out burning operations on the leased land without the prior approval of the Local Fire Warden.
- Q21 Any person authorised by the Department administering the Forestry Act 1959 must at all times during the term of the lease, have free and unrestricted use of all water on the leased land for any purpose connected with the management of the land or for fire protection.

ENCUMBRANCES AND INTERESTS

1. Rights and interests reserved to the Crown by Lease No. 40061401
2. DECLARATION No 713723168 21/02/2011 at 11:05
Held under Declaration of Trust dated 16/05/1975
3. DECLARATION No 713723171 21/02/2011 at 11:05
Held under Declaration of Trust dated 16/05/1975

ADMINISTRATIVE ADVICES - NIL

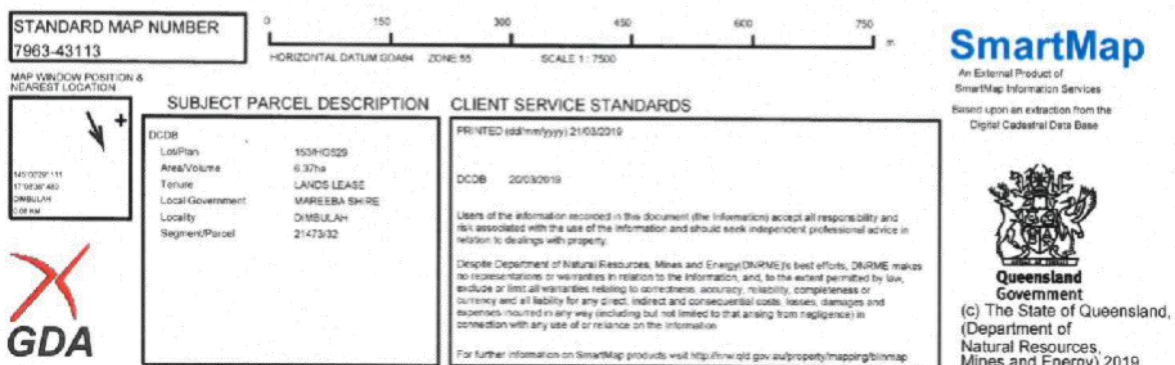
UNREGISTERED DEALINGS - NIL

Caution - Charges do not necessarily appear in order of priority

** End of Current State Tenure Search **

Information provided under section 34 Land Title Act(1994) or section 281 Land Act(1994)

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Requested By: External Supervisor



8.6 FURTHER DEALING OF SPECIAL LEASE 9/51478 OVER LOT 452 ON NR5432 AND LOT 351 ON NR8084, LOCALITY OF MAREEBA

Date Prepared: 1 April 2019

Author: Senior Planner

Attachments: 1. DNRME letter of 29 March 2019

EXECUTIVE SUMMARY

The Department of Natural Resources, Mine and Energy (DNRME) is considering the further dealing with Special Lease No. 9/51478 over land described as Lot 452 on NR5432 and Lot 351 on NR8084, situated at Vaughan Street, Mareeba.

Special Lease No. 9/51478 was issued for a term of thirty (30) years commencing on 1 September 1990. The lease was granted for sporting (golf course) purposes and is developed for this purpose.

DNRME is considering several options including the renewal of the special lease and the conversion of both allotments to freehold.

DNRME seeks Council's views on the renewal and freeholding options.

RECOMMENDATION

That Council advise the Department of Natural Resources, Mines and Energy that Council has no objection to the renewal of the special lease for golf course purposes over land described as Lot 452 on NR5432 and Lot 351 on NR8084, situated at Vaughan Street, Mareeba.

BACKGROUND

The Department of Natural Resources, Mine and Energy (DNRME) is considering the further dealing with Special Lease No. 9/51478 over land described as Lot 452 on NR5432 and Lot 351 on NR8084, situated at Vaughan Street, Mareeba.

Special Lease No. 9/51478 was issued for a term of thirty (30) years commencing on 1 September 1990. The lease was granted for sporting (golf course) purposes and is developed for this purpose.

The subject land has a combined area of 48.2 hectares and is accessed off Hampe Street, Mareeba via the Mareeba Golf Club clubhouse facility on the corner of Hampe Street and Vaughan Street.

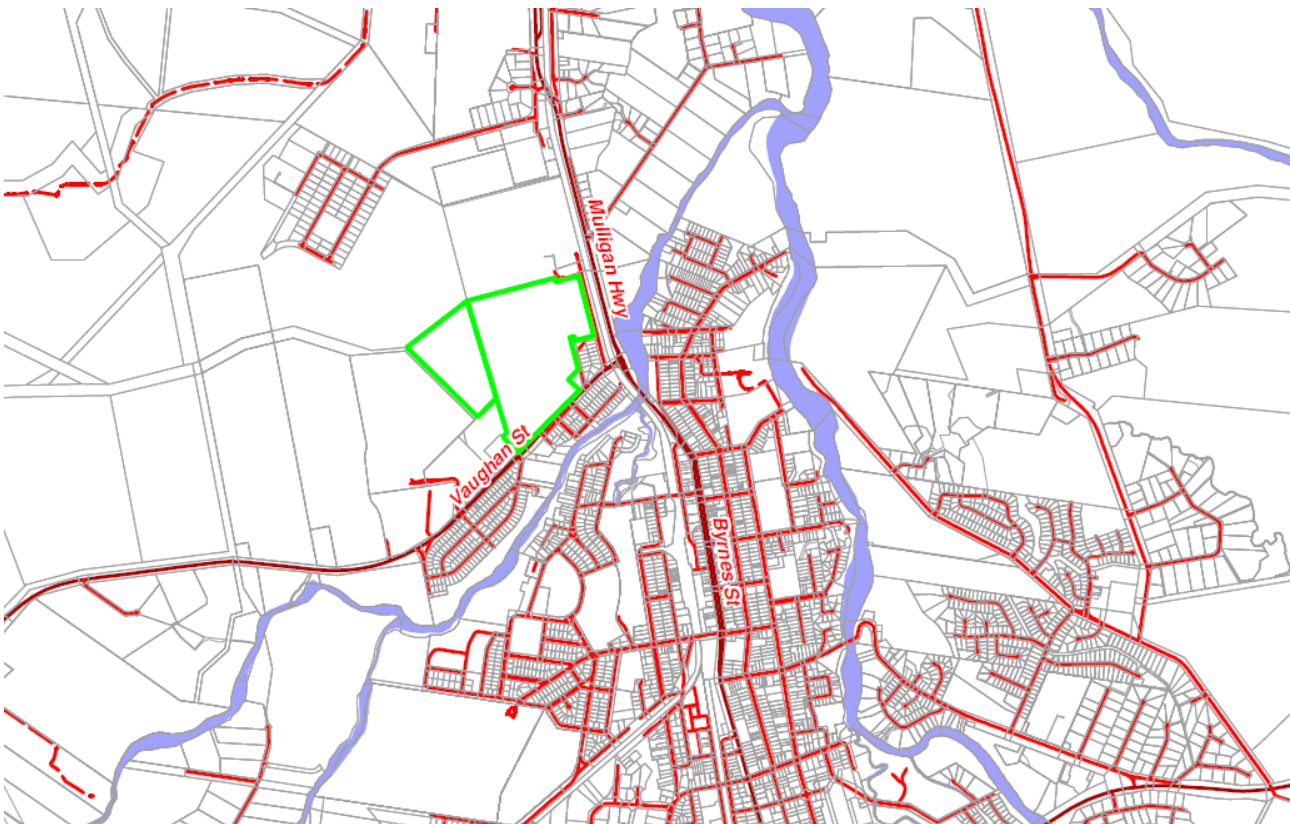
DNRME is considering several options including the renewal of the special lease and the conversion of both allotments to freehold.

DNRME seeks Council's views on the renewal and freeholding options.



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RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

The subject land is zoned Recreation and Open Space under the Mareeba Shire Council Planning Scheme 2016.

The Mareeba Golf Club and golf course is lawfully established under the planning scheme and there is no objection to the renewal of the special lease.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

Nil.

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

The Department of Natural Resources, Mines and Energy will be informed of Council's decision by letter.

File / Ref number: 2018/006574

29 March 2019

Chief Executive Officer
Mareeba Shire Council
Email to: info@msc.qld.gov.au



Department of
Natural Resources,
Mines and Energy

Dear Sir/Madam

Assessment of further dealing of Special Lease No. 9/51478 described as Lot 452 on Plan NR5432 and Lot 351 on Plan NR8084

The abovementioned lease expires on 31 August 2020, and the department is considering further dealing with this land. The following information may help you in providing your views and/or requirements regarding further dealing with this land.

Special Lease No. 9/51478 commenced on 01 September 1990 for a term of 30 years and issued for Sporting (Golf Course) purposes.

Please advise if Council has any issues that the department should consider when assessing the most appropriate use and tenure of the land in terms of Sections 159(1), 159A and 167(1) of the *Land Act 1994*. Particular attention in your reply should be given to the following:-

- (c) whether the public interest could be adversely affected if the lease was renewed;
 - (e) the condition of the lease land;
 - (h) whether part of the lease land has a more appropriate use from a land planning perspective;
 - (j) whether part of the lease land is needed for a public purpose;
 - (k) whether a new lease is the most appropriate form of tenure for the lease land.
- Consideration should be given to whether freehold is considered a more appropriate tenure.

Access advice

- It is noted Special Lease No. 9/51478 has dedicated and practical access, via Vaughan, Hampe and Moody Streets. Lot 452 on NR5432 has unformed dedicated access via Springs Road.

Improvements

- It is noted Special Lease No. 9/51478 is developed in accordance with the lease purpose and conditions being for Sporting (Golf Course) purposes.

Postal :
DNRME
PO Box 5318
Townsville QLD 4810

Telephone : (07) 4028 5625

Your Council's views or requirements that may affect the future use of the land should be received by close of business on **27 June 2019**. If you offer an objection to renewal or freeholding of this lease, a full explanation stating the reason for such an objection should be forwarded to this Office. Similarly, if you have any particular requirements you would like the department to consider, please also provide a full explanation for such requirements.

If you wish to provide a response but are unable to do so before the due date, please contact the author before the due date to arrange a more suitable timeframe. If a response is not received by the due date and no alternative arrangements have been made, it will be assumed you have no objections or requirements in relation to this matter.

This information has been provided in confidence for the purpose of seeking your views on this matter. It is not to be used for any other purpose, or distributed further to any person, company, or organisation, without the express written permission of the department unless required.

If you wish to discuss this matter please contact Sharelle Jones, Land Administration Officer on telephone no. 4028 5625.

All future correspondence relative to this matter is to be referred to the contact Officer at the address below or by email to Townsville.SLAMS@dnrme.qld.gov.au. Any hard copy correspondence received will be electronically scanned and filed. For this reason, it is recommended that any attached plans, sketches or maps be no larger than A3-sized.

Please quote reference number 2018/006574 in any future correspondence.

Yours sincerely



Sharelle Jones
Land Administration Officer

Attached: Title Search
Smartmap

CURRENT STATE TENURE SEARCH

NATURAL RESOURCES, MINES AND ENERGY, QUEENSLAND

Request No: 30910956

Search Date: 29/03/2019 11:46

Title Reference: 17715231

Date Created: 21/10/1995

DESCRIPTION OF LAND

Tenure Reference: SL 9/51478

Lease Type: TERM

LOT 452 CROWN PLAN NR5432
Local Government: MAREEBA
LOT 351 CROWN PLAN NR8084
Local Government: MAREEBA

Area: 48.150000 Ha. (ABOUT)

No Land Description

No Forestry Entitlement Area

Purpose for which granted:
SPORTING (GOLF COURSE)

TERM OF LEASE

Term and day of beginning of lease

Term: 30 years commencing on 01/09/1990

Expiring on 31/08/2020

REGISTERED LESSEE

MAREEBA GOLF CLUB INC

CONDITIONS

- C1 The right of resuming the whole or any part of the leased land at any time on giving six (6) months notice and compensating for improvements only shall be reserved to the State.
- C5 The lessee shall allow any person authorised under the Forestry Act 1959 access to the leased land for the purpose of cutting and removing timber or removing other forest products, or quarry material, or other material from the leased land.
- C173 The lessee shall not interfere with any forest products or remove any quarry material (including any stone, gravel, sand, earth, soil, rock, guano or clay which is not a mineral within the meaning of the Mining Act 1968) or other material upon the leased land without the permission of the Minister except under the authority of and in compliance in every respect with the requirements of a permit, license, agreement or contract granted or made under the Forestry Act 1959.

Page 1/2

CURRENT STATE TENURE SEARCH

NATURAL RESOURCES, MINES AND ENERGY, QUEENSLAND

Request No: 30910956

Search Date: 29/03/2019 11:46

Title Reference: 17715231

Date Created: 21/10/1995

CONDITIONS

- C179 No compensation for improvements or developmental works shall be payable by the State at the expiration of the term of the lease, but the lessee shall have the right to remove movable improvements within a period of three months, provided all moneys due by the lessee to the State on any account whatsoever have been paid. However should the leased land revert to the State and be again made available for lease or purchase the former lessee shall be entitled to receive payment for the value of his improvements or developmental work in accordance with the principles set out in the said Act.
- C183 The lessee shall not at any time destroy any tree upon the leased land without the prior permit in writing of the Land Commissioner or contrary to any terms and conditions of such permit.
- E10 The lessee shall pay the cost of any required survey of the leased land.
- K1 The lessee shall maintain the leased land free from noxious plants.
- M76 The Lessee shall use the leased land as a golf course and associated facilities and no other purpose whatsoever.
- M76 The Lessee shall maintain the improvements existing on the leased land at the commencement of the lease in a good and substantial state of repair during the term of the lease.

ENCUMBRANCES AND INTERESTS

1. Rights and interests reserved to the Crown by
Lease No. 17715231

ADMINISTRATIVE ADVICES - NIL**UNREGISTERED DEALINGS - NIL****** End of Current State Tenure Search ****

Information provided under section 34 Land Title Act(1994) or
section 281 Land Act(1994)

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Requested By: External Supervisor



8.7 FURTHER DEALING OF PASTORAL HOLDING 9/5154 OVER LOT 5154 ON PH713, LOCALITY OF BARWIDGI

Date Prepared: 27 March 2019

Author: Senior Planner

Attachments: 1. DNRME letter of 25 March 2019

EXECUTIVE SUMMARY

The Department of Natural Resources, Mine and Energy (DNRME) is considering the further dealing with Pastoral Holding PH 9/5154 over Lot 5154 on PH713, situated at Ootann Road, Locality of Barwidgi.

Pastoral Holding PH 9/5154 is a rolling lease, issued in 1971 for no defined purpose. The lease is due to expire on 30 June 2021.

DNRME is considering several options, namely the renewal of the pastoral holding lease and the conversion of Lot 5154 on PH713 to freehold.

DNRME seeks Council's views on the renewal and freeholding options.

RECOMMENDATION

That Council advise the Department of Natural Resources, Mines and Energy that Council has no objection to the renewal of Pastoral Holding PH9/5154 over land described as Lot 5154 on PH713, situated at Ootann Road, Locality of Barwidgi or the conversion of Lot 5154 on PH713 to freehold.

BACKGROUND

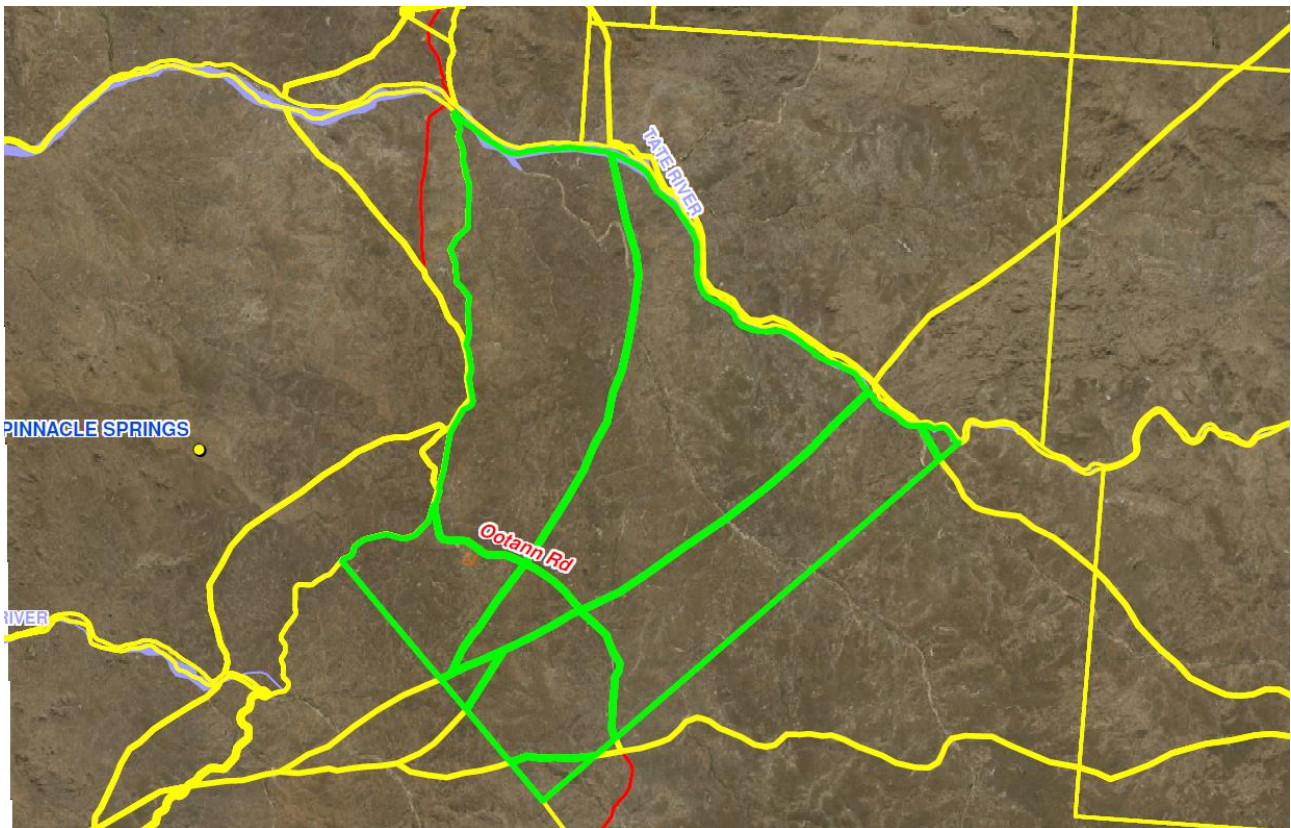
The Department of Natural Resources, Mine and Energy (DNRME) is considering the further dealing with Pastoral Holding PH9/5154 over Lot 5154 on PH713, Locality of Barwidgi.

The subject land has an area of 16,700 hectares and is situated on Ootann Road, approximately 17 kilometres south of Almaden. The Tate River form the northern boundary of Lot 5154.

Pastoral Holding PH 9/5154 is a rolling lease, issued in 1971 for no defined purpose. Notwithstanding the no defined purpose, it is understood that the land is being used for grazing purposes. The existing lease is due to expire on 30 June 2021.

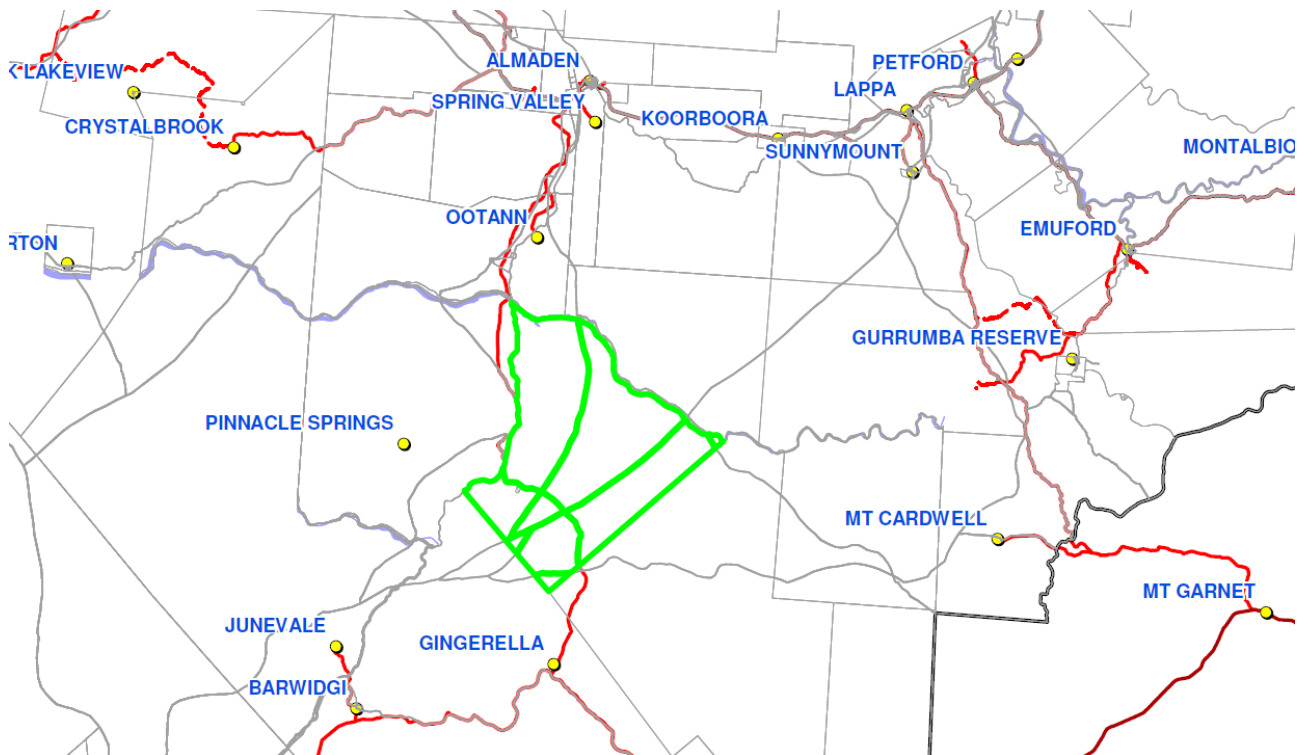
DNRME is considering several options, namely the renewal of the pastoral holding lease and the conversion of Lot 5154 on PH713 to freehold.

DNRME seeks Council's views on both options.



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RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

The subject land is zoned Rural under the Mareeba Shire Council Planning Scheme 2016.

There is no objection to the continued use of the land for pastoral purposes.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

Nil.

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

The Department of Natural Resources, Mines and Energy will be informed of Council's decision by letter.

File / Ref number 2018/006570

25 March 2019

Chief Executive Officer
Mareeba Shire Council
PO Box 154
Mareeba QLD4880



Department of
Natural Resources,
Mines and Energy

Dear Sir/Madam

Assessment of further dealing of Pastoral Holding PH 9/5154 described as Lot 5154 on Plan PH713

The abovementioned lease expires on 30/06/2021, and the department is considering further dealing with this land. The following information may help you in providing your views and/or requirements regarding further dealing with this land.

Pastoral Holding PH 9/5154 commenced on 01/07/1971 for a term of 30 years and extended a further 20 years until 30/06/2021

Please advise if Council has any issues that the department should consider when assessing the most appropriate use and tenure of the land in terms of Sections 159(1), 159A and 167(1) of the *Land Act 1994*. Particular attention in your reply should be given to the following:-

- (c) whether the public interest could be adversely affected if the lease was renewed;
 - (e) the condition of the lease land;
 - (h) whether part of the lease land has a more appropriate use from a land planning perspective;
 - (j) whether part of the lease land is needed for a public purpose;
 - (k) whether a new lease is the most appropriate form of tenure for the lease land.
- Consideration should be given to whether freehold is considered a more appropriate tenure.

Your Council's views or requirements that may affect the future use of the land should be received by close of business on **Monday 20th May 2019**. If you offer an objection to renewal or freeholding of this lease, a full explanation stating the reason for such an objection should be forwarded to this Office. Similarly, if you have any particular requirements you would like the department to consider, please also provide a full explanation for such requirements.

If you wish to provide a response but are unable to do so before the due date, please contact the author before the due date to arrange a more suitable timeframe. If a response is not received by the due date and no alternative arrangements have been made, it will be assumed you have no objections or requirements in relation to this matter.

Postal :
DNRME
PO Box 5318
Townsville QLD 4810

Telephone : (07) insert phone number

This information has been provided in confidence for the purpose of seeking your views on this matter. It is not to be used for any other purpose, or distributed further to any person, company, or organisation, without the express written permission of the department unless required.

If you wish to discuss this matter please contact Jacqui Davies, A/Land Officer on telephone no. 07 4222 5427.

All future correspondence relative to this matter is to be referred to the contact Officer at the address below or by email to Townsville.SLAMS@dnrme.qld.gov.au. Any hard copy correspondence received will be electronically scanned and filed. For this reason, it is recommended that any attached plans, sketches or maps be no larger than A3-sized.

Please quote reference number 2018/006570 in any future correspondence.

Yours sincerely



Jacqui Davies
A/Land Officer

Attached: Title Search
Smartmap

INTERNAL CURRENT STATE TENURE SEARCH
NATURAL RESOURCES, MINES AND ENERGY, QUEENSLAND

Search Date: 25/03/2019 08:52

Title Reference: 17664163

Date Created: 21/10/1995

DESCRIPTION OF LAND

Tenure Reference: PH 9/5154

Lease Type: ROLLING TERM LEASE

LOT 5154 CROWN PLAN PH713
Local Government: MAREEBA

Area: 16705.500000 Ha. (SURVEYED)

No Land Description

No Forestry Entitlement Area

Purpose for which granted:
NO PURPOSE DEFINED

TERM OF LEASE

Term and day of beginning of lease

Term: 30 years commencing on 01/07/1971

Expiring on 30/06/2001

Extended to 30/06/2021

REGISTERED LESSEE

Interest

Dealing No: 706573725 06/05/2003

PETER JAMES HAYDEN	JOINT TENANTS INTER SE	2/3
JULIA WENDY HAYDEN	TENANT IN COMMON	1/3
DAVID WILLIAM HAYDEN		
AS TENANTS IN COMMON		

CONDITIONS

- M76 The lessee shall, within three years from the commencement of the term of the lease and to the satisfaction of the Minister, provide one additional permanent water improvement on the holding.
- M76 The lessee shall, during the whole term of the lease, maintain all improvements on the holding existing at the commencement thereof, together with the improvements effected in compliance with condition (1) hereof, in a good and substantial state of repair.

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Page 1/2

INTERNAL CURRENT STATE TENURE SEARCH
NATURAL RESOURCES, MINES AND ENERGY, QUEENSLAND

Search Date: 25/03/2019 08:52

Title Reference: 17664163
Date Created: 21/10/1995

ENCUMBRANCES AND INTERESTS

1. Rights and interests reserved to the Crown by
Lease No. 17664163
2. EASEMENT IN GROSS No 701607342 17/10/1996 at 09:33
burdening the land to
COUNCIL OF THE SHIRE OF MAREEBA
over
EASEMENT A ON CP898465
Lodged at 09:33 on 17/10/1996 Recorded at 11:08 on 26/11/1996
3. MORTGAGE No 706573749 06/05/2003 at 09:42
AUSTRALIA AND NEW ZEALAND BANKING GROUP LIMITED A.C.N. 005
357 522
Lodged at 09:42 on 06/05/2003 Recorded at 10:41 on 12/05/2003
4. TRANSFER No 709039126 07/10/2005 at 14:56
MORTGAGE: 706573749
WESTPAC BANKING CORPORATION A.B.N. 33 007 457 141
Lodged at 14:56 on 07/10/2005 Recorded at 11:08 on 20/10/2005
5. MORTGAGE No 709039129 07/10/2005 at 14:57
WESTPAC BANKING CORPORATION A.B.N. 33 007 457 141
Lodged at 14:57 on 07/10/2005 Recorded at 11:08 on 20/10/2005
6. MORTGAGE No 717278196 27/05/2016 at 14:22
QRAA
Lodged at 14:22 on 27/05/2016 Recorded at 12:27 on 31/05/2016

ADMINISTRATIVE ADVICES

Dealing	Type	Lodgement Date	Status	Location
709050752	VEG NOTICE	13/10/2005 09:46	CUR	TE-GEN -00
	VEGETATION MANAGEMENT ACT 1999			
713291366	VEG NOTICE	15/06/2010 14:29	CUR	TE-GEN -00
	VEGETATION MANAGEMENT ACT 1999			

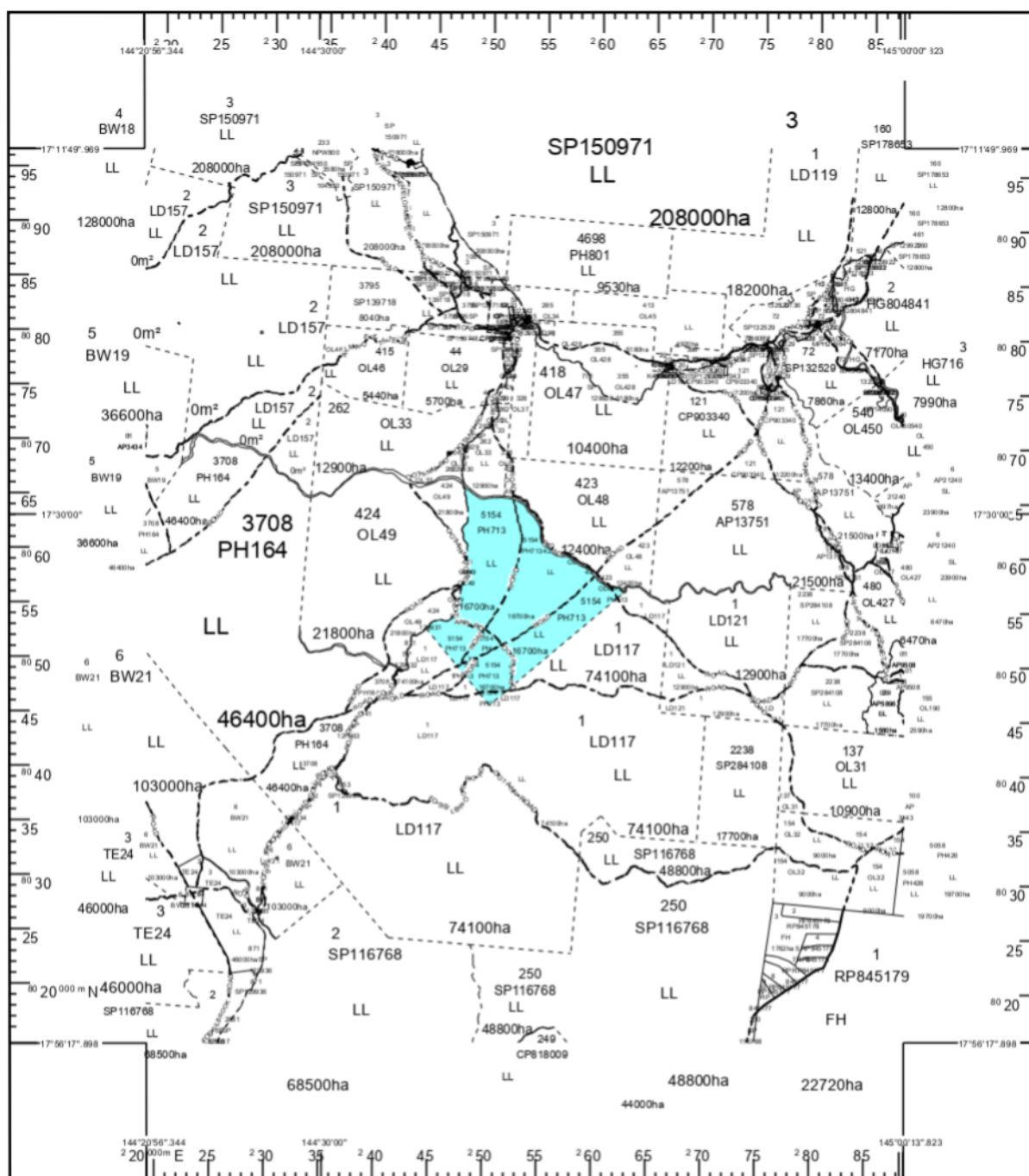
UNREGISTERED DEALINGS - NIL

Caution - Charges do not necessarily appear in order of priority

** End of Current State Tenure Search **

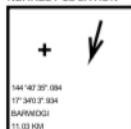
Information provided under section 34 Land Title Act(1994) or
section 281 Land Act(1994)

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Page 2/2



STANDARD MAP NUMBER
7862-41311

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB
Lot/Plan
Area/Volume
Tenure
Local Government
Locality
Segment/Parcel

5154/PH713
16700ha
LANDS LEASE
MAREEBA SHIRE
BARWID GI
21573/1

CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 25/03/2019
For additional information regarding this SmartMap see page 2.
Shading Rules have been applied.

DCDB 22/03/2019 (Lots with an area less than 8.000ha are not shown)

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SmartMap

An External Product of
SmartMap Information Services


Based upon an extraction from the
Digital Cadastral Data Base



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(Department of
Natural Resources,
Mines and Energy) 2019.

Additional Information Page

Shading Rules

 Lot Number = 5154 and Plan Number = PH713

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8.8 SURRENDER AND REISSUE FOR PERMIT TO OCCUPY 235754 OVER LOT A ON AP21134 AND LOT 1 ON MPH1965, LOCALITY OF ALMADEN

Date Prepared: 1 April 2019

Author: Senior Planner

Attachments: 1. DNRME letter of 1 April 2019

EXECUTIVE SUMMARY

The Department of Natural Resources, Mine and Energy (DNRME) has received an application for the surrender and reissue of Permit to Occupy 235754 over land described as Lot A on AP21134 and Lot 1 on MPH1965, situated at Main Street, Almaden.

Permit to Occupy 235754 commenced on 13 June 2012 and allows the subject land to be used for access and parking in conjunction with the adjoining hotel on Lot 1 on MPH1818.

DNRME is considering several options, specifically the reissue of a permit to occupy for the same purpose and offering the subject land as freehold.

DNRME seeks Council's views on the reissue of a permit to occupy and offering the land as freehold.

RECOMMENDATION

That Council advise the Department of Natural Resources, Mines and Energy that Council has no objection to the reissue of a permit to occupy over land described as Lot A on AP21134 and Lot 1 on MPH1965, situated at Main Street, Almaden, further, Council does not support the freeholding of the subject land unless the minor encroachment of Main Street is resolved during the freeholding process.

BACKGROUND

The Department of Natural Resources, Mine and Energy (DNRME) has received an application for the surrender and reissue of Permit to Occupy 235754 over land described as Lot A on AP21134 and Lot 1 on MPH1965, situated at Main Street, Almaden.

Permit to Occupy 235754 covering an area of 0.2722 hectares commenced on 13 June 2012. The permit to occupy allows the subject land to be used for access and parking in conjunction with the adjoining Railway Hotel on Lot 1 on MPH1818.

Council at its ordinary meeting held on 18 August 2010 resolved to offer no objection to the issue of the current permit to occupy.

DNRME is considering several options, specifically the reissue of a permit to occupy for the same purpose and offering the subject land as freehold. The constructed formation of Main Street has a slight encroachment onto Lot A on AP21134 which should be resolved if the land is to be offered as freehold.

**Map Disclaimer:**

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RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

The subject land is zoned Rural under the Mareeba Shire Council Planning Scheme 2016.

There is no planning objection to the reissue of a permit to occupy over the same area for the same purpose.

Any conversion to freehold must ensure the constructed formation of Main Street is within gazetted road reserve.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

Nil.

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

The Department of Natural Resources, Mines and Energy will be informed of Council's decision by letter.

Author: Kellie Swaffer
Ref number: 2018/006145
Unit: State Land Asset Management
Phone: (07) 4222 5427



1 April 2019

Chief Executive Officer
Mareeba Shire Council

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

Dear Sir/Madam

Application for surrender and reissue of Permit to Occupy 235754, described as Lot A on AP21134 and Lot 1 on MPH1965, locality of Almaden.

The Department has received the above application, for the continued commercial use for access and parking in conjunction with the adjoining freehold parcel described as Lot 1 on MPH1818, and the Department is considering further dealing with this land. A Smart Map is attached for your information.

As native title has been extinguished over the permit area, the Department is considering offering freehold.

The underlying parcels are unallocated State land described as Lot 28 on MPH14276 and Lot 1 on MPH1965. Attached aerial Imagery also indicates a public road encroaching onto part of Lot 28 on MPH14276.

Please advise Council's views or requirements including any local non-indigenous cultural heritage values that the Department should consider when assessing this application, including Council's views/requirements regarding the road encroachment.

Council's views or requirements that may affect the future use of the land should be received by close of business on **1 May 2019**. Should Council offer an objection to a new permit or freeholding of this permit area, a full explanation stating the reason for such an objection should be forwarded to this Office. Similarly, if Council has any particular requirements it would like the Department to consider, please also provide a full explanation for such requirements.

If Council wishes to provide a response but is unable to do so before the due date, please contact the author before the due date to arrange a more suitable timeframe.

This information has been provided in confidence for the purpose of seeking Council's views on this matter. It is not to be used for any other purpose, or distributed further to any person, company, or organisation, without the express written permission of the Department unless required.

If you wish to discuss this matter please contact the Department on (07) 4222 5427.

All future correspondence relative to this matter is to be referred to the contact Officer at the address below or by email to Townsville.SLAMS@dnrme.qld.gov.au. Any hard copy

Postal :
DNRME
PO Box 5318
Townsville QLD 4810

Telephone : (07) 4222 5427

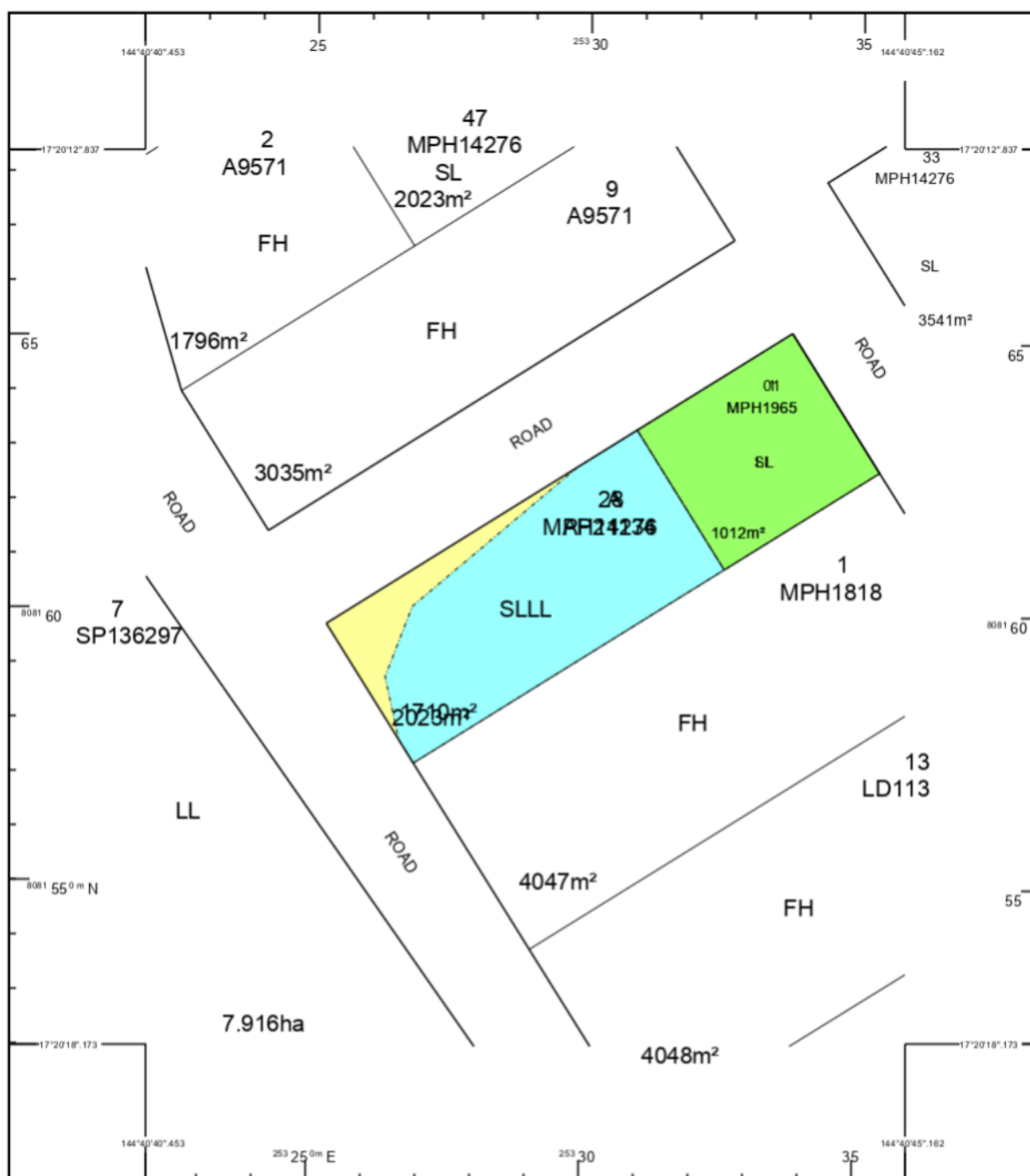
correspondence received will be electronically scanned and filed. For this reason, it is recommended that any attached plans, sketches or maps be no larger than A3-sized.

Please quote reference number 2018/006145 in any future correspondence.

Yours sincerely

Kellie Swaffer
Land Administration Officer





STANDARD MAP NUMBER
7863-31312

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB
Lot/Plan
Area/Volume
Tenure
Local Government
Locality
Segment/Parcel

28/MPH14276
2023m²
STATE LAND
MAREEBA SHIRE
ALMADEN
21103/110

CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 12/03/2019
For additional information regarding this SmartMap see page 2.
Shading Rules have been applied.

DCDB 11/03/2019

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SmartMap

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Natural Resources,
Mines and Energy) 2019.

Additional Information Page

Shading Rules

-  Lot Number = A and Plan Number = AP21134
-  Lot Number = 1 and Plan Number = MPH1965
-  Lot Number = 28 and Plan Number = MPH14276

8.9 ASSIGNMENT OF LICENCE AGREEMENT AT CHILLAGOE HUB BY JW AND AL EVANS

Date Prepared: 25 March 2019

Author: Governance and Compliance Officer

Attachments:

1. Request from Evans to assign Licence Agreement
2. Request from Whiting to assign Licence Agreement

EXECUTIVE SUMMARY

The current operators of the Chillagoe Post Office, Jim and Tonia Evans, who have a Licence Agreement with Council for the operation of their business, being the Post Office, within the Chillagoe Hub facility have applied to Council for their licence to be assigned to the new owner of their business.

RECOMMENDATION

That Council approves the assignment of the Licence Agreement held by James William Evans and Antonia Lompay Evans for the operation of the Post Office at the Chillagoe Hub facility to Tanya Caterina Whiting effective 1 April 2019, subject to the following conditions being satisfied:

1. All debts due and payable to Council by JW and AL Evans in relation to the operation of their licenced area being paid in full prior to the formalisation of the assignment to the new licensee;
2. JW and AL Evans to ensure that any responsibilities, incumbent upon the licensee and as defined in the licence agreement, are made known to the new licensee so as to provide for a smooth transition for the handover to the new licensee;
3. Each party to the Licence Agreement being responsible for their own legal costs.

BACKGROUND

Jim and Tonia Evans have been operating the Chillagoe Post Office out of Council's Chillagoe Hub facility for a continuous period since March 2003. Their occupancy and use of the area set aside for the Post Office is determined through a Licence Agreement. The original term for the Licence Agreement was five (5) years. The last two negotiated Licence Agreements have had the terms reduced to three (3) years at the request of Mr and Mrs Evans due to their desire to sell the business. The last negotiated Licence Agreement was executed in December 2018 with a termination date of 31 August 2021.

Should Council decide to approve the assignment of this Licence Agreement to the new owner of the Chillagoe Post Office then the current agreement will be modified to show the new licensee's details and all terms and conditions contained therein will remain unchanged, as will the rental and contribution (by the licensee) towards electricity charges. The term of the Licence Agreement will remain unchanged with a termination date of 31 August 2021.

RISK IMPLICATIONS**Infrastructure and Assets**

It is suggested that Council's Facilities Section undertake a physical inspection of the licence area prior to the hand over to the new licensee and a condition report prepared.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

The Terms and Conditions contained in the current Licence Agreement, including the financial obligations of the licensee will carry forward into a new Licence Agreement which will be prepared for execution by Council and the new licensee for the balance of the period of the current Licence Agreement, i.e. an expiry date of 31 August 2021.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

Nil.

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

If Council approves the assignment of the Licence Agreement, then modifications to reflect the change of licensee will be required and a new Licence Agreement prepared for execution.

From: Jim Evans
Sent: 13 Mar 2019 08:54:38 +1000
To: Info (Shared); Craig Batchelor
Subject: Tonia Evans forwards notice of proposed sale of Chillagoe Hub on 01/04/2019 and request new lease be assigned to Tanya C Whiting
Attachments: jimevans10.vcf

Attn: Craig Batchelor,

My name is Antonia Evans, my husband James and I signed a licence agreement for continued occupancy of Chillagoe Hub (21-23 Queen st, Chillagoe) on 12/12/2018.

I am writing to notify Mareeba Shire Council that we are selling our business and would like to request to assign the new licence agreement to one, Tanya Caterina Whiting of 26 Tower st, Chillagoe. Ph: 0428520503

The proposed change over date is 01/04/2019

Should you wish to discuss this further, email is my best point of contact.

Sincerely

Jim & Tonia Evans

Tanya Whiting
ABN: 31987584327
P.O. Box 96
CHILLAGOE QLD 4871
Ph:0428 520 503

Mareeba Shire Council
65 Rankin St
Mareeba QLD 4880

To Whom It May Concern:

I wish to advise the Mareeba Shire Council that I am in the process of purchasing the License for the Chillagoe L.P.O from James Evans.

I would like to ask The Mareeba Shire Council if the current Lease for the Post Office within the Hub be transferred into my name Tanya Caterina Whiting.

I am currently awaiting approval from Australia Post. I am also in training to learn what is required to operate the Post Office successfully.

I grow up in the Mareeba area and have lived and raised our 4 children in Chillagoe for the past 26yrs. My Husband and I own 3 blocks in Chillagoe, I have no intention of moving from the area.

The proposed date for handover of License is 1 April 2019.

I hope you look favourably upon my application.

I look forward to your response.

Tanya Whiting

8.10 OPERATIONAL PLAN 2018/19 PROGRESS REPORT JANUARY - MARCH QUARTER

Date Prepared: 8 April 2019

Author: Manager Development and Governance

Attachments: 1. Operational Plan Progress Report

EXECUTIVE SUMMARY

The attached report provides information regarding progress of the 2018/19 Operational Plan projects.

RECOMMENDATION

That Council receive and note the progress report on implementation of the 2018/19 Operational Plan for the January to March Quarter.

BACKGROUND

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

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

The attached documents provide a progress report on actions taken up to and including the July 2018 to March 2019 period with respect to the items and projects listed in the Operational Plan.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

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

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

N/A

Financial Sustainability					
"A council that continuously looks for savings and opportunities while managing council's assets and reserves to ensure a sustainable future in a cost-effective manner."					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Long-term Financial Plan	FIN 1 FIN 2	Long-Term Financial Plan that supports effective and sustainable financial management Effective and sustainable financial management	Finance	<ul style="list-style-type: none"> Ensure Long Term Asset Management Plan aligns with Long Term Financial Plan and Local Government Infrastructure Plan (LGIP) 	<ul style="list-style-type: none"> In progress. Long term financial plan was adopted with 2018/19 Budget on 20 June 2018, however further refinement is currently occurring as more updated information becomes available. Wastewater long term financial plan completed and aligned with relevant Asset Management Sub-Plan
Comprehensive Asset Revaluations <ul style="list-style-type: none"> Buildings Footpaths Drainage 	FIN 1	Long-Term Financial Plan that supports effective and sustainable financial management	Finance	<ul style="list-style-type: none"> Buildings comprehensive revaluations (remaining 50%) Footpaths comprehensive revaluations Drainage comprehensive revaluations 	<ul style="list-style-type: none"> Draft report received 13/01/2019 and currently under internal review. Feedback yet to be provided to valuers. Footpaths and Drainage were substituted for Other Infrastructure and Waste assets which are now being revalued.

Financial Sustainability "A council that continuously looks for savings and opportunities while managing council's assets and reserves to ensure a sustainable future in a cost-effective manner."					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Library Service Review	FIN 2	Effective and sustainable financial management	Community Wellbeing	<ul style="list-style-type: none"> Finalise balance of recommendations from Service Level Review Review Mareeba Library premises for efficient service delivery and to meet the most important community needs 	<ul style="list-style-type: none"> A formal review regarding progress with implementing the recommendations of the Library Service Review was completed in March revealing 39% have been completed (23 of 59 tasks). The remaining recommendations continue to be implemented. Councillors considered 6 options for new Mareeba Library premises. The Mareeba Community Hub is the preferred option, subject to the availability of 100% grant funds for the project. Awaiting the outcome of two grant applications.
Grant Funding Strategy	FIN 2	Effective and sustainable financial management	Finance Community Wellbeing	<ul style="list-style-type: none"> Develop a strategy for adoption by Council Identify potential projects for grant applications 	<ul style="list-style-type: none"> Work has not commenced on developing the strategy. Appropriate projects are being identified and matched to suitable grant applications.

Financial Sustainability					
“A council that continuously looks for savings and opportunities while managing council’s assets and reserves to ensure a sustainable future in a cost-effective manner.”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Full cost pricing models to ensure equitable allocation of costs across departments	FIN 3	Effective business management	Finance	<ul style="list-style-type: none"> Review model and reporting of business 	<ul style="list-style-type: none"> Model completed and included in 2018/19 budget which was adopted on 20 June 2018.
Solar Farm Feasibility Project	FIN 3	Effective business management	Finance Technical Services Development & Governance	<ul style="list-style-type: none"> Undertake an electricity profile assessment and identify suitable potential site/s Assess technical feasibility and financial modelling Adopt a solar farm feasibility report Commence implementation of recommendations 	<ul style="list-style-type: none"> Draft report reviewed and queries referred to preparer. Currently awaiting updated report.
Mareeba Industrial Estate Development	FIN 3	Effective business management	Technical Services Development & Governance	<ul style="list-style-type: none"> Review Master Plan and amend to cater for future demand 	<ul style="list-style-type: none"> Due to commence next quarter.

Financial Sustainability					
“A council that continuously looks for savings and opportunities while managing council’s assets and reserves to ensure a sustainable future in a cost-effective manner.”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Financial viability of solar electricity	FIN 3	Effective business management	Finance Technical Services Development & Governance	<ul style="list-style-type: none"> Undertake a review of electricity usage by facility 	<ul style="list-style-type: none"> Draft Council report is in development for Council's consideration in the next quarter.
Records Management Policy	FIN 3	Effective business management	Systems & Customer Service	<ul style="list-style-type: none"> Records Management Policy to be endorsed by Council and implemented 	<ul style="list-style-type: none"> Records Management Policy adopted on 8 November 2018.
Digital capture/cataloguing of physical record holdings	FIN 3	Effective business management	Systems & Customer Service Development & Governance	<ul style="list-style-type: none"> Historic Building/Plumbing/Planning record capture to be completed 	<ul style="list-style-type: none"> Digitisation process completed. All files captured in ECM and physical files stored in records archive.
Customer Service Standards	FIN 3	Effective business management	Systems & Customer Service	<ul style="list-style-type: none"> Customer Service Charter to be developed and adopted by Council Monitoring and reporting to be implemented 	<ul style="list-style-type: none"> Customer service charter developed, agreed upon, and implemented. CRM reporting portal developed and implemented.

Financial Sustainability					
“A council that continuously looks for savings and opportunities while managing council’s assets and reserves to ensure a sustainable future in a cost-effective manner.”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
ICT Strategy implementation <ul style="list-style-type: none"> Internet Communications O365 implementation (phase 1) Audit non T1 information system suitability for Cloud migration 	FIN 3	Effective business management	Systems & Customer Service All	<ul style="list-style-type: none"> Implement comms to support ICT 'Cloud first' strategy Mailbox migration, Messaging, Cloud Storage Product remediation <ul style="list-style-type: none"> Customisations Direct database access External integration points 	<ul style="list-style-type: none"> Communications implementation complete. O365 implementation yet to commence. Work has commenced to document Technology One product customisations and integration points as part of a broader Cloud Readiness Assessment process.
Sustainable workforce	FIN 4	A skilled and sustainable workforce	Organisational Development	<ul style="list-style-type: none"> Training of workforce where required to improve efficiencies and safety Review of guidelines for recruitment and retention of staff 	<ul style="list-style-type: none"> Training on-going with focus on safety and implementation of a new Apprenticeship and Trainee Program Following the update of recruitment guidelines, new due diligence requirements have been implemented.

Community					
“An engaged community which supports and encourages effective partnerships to enhance the liveability of the shire and the wellbeing of residents in communities which are resilient and prepared for unforeseen events”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Council Website enhancements	COM 1	An engaged community	CCS	<ul style="list-style-type: none"> Identify needs and benefits of improved capacity and information sharing through MSC website Content review and website enhancements to be implemented 	<ul style="list-style-type: none"> Website modifications have been made with on-going reviews to occur Content Review will continue as an ongoing project across all areas.
Community Engagement Policy and Strategy	COM 1	An engaged community	Community Wellbeing Development & Governance	<ul style="list-style-type: none"> Policy and strategy are adopted to inform and engage with the community regarding Council's operations and decisions 	<ul style="list-style-type: none"> Due to commence late 2019
Community Wellbeing Strategy	COM 1 COM 2 COM 3	An engaged community An active, safe and healthy community A community being prepared and resilient to emergencies and disasters	Community Wellbeing	<ul style="list-style-type: none"> Strategy is developed and adopted for the delivery of sustainable community wellbeing services and activities across the shire 	<ul style="list-style-type: none"> Due to commence late 2019

Community					
“An engaged community which supports and encourages effective partnerships to enhance the liveability of the shire and the wellbeing of residents in communities which are resilient and prepared for unforeseen events”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Review Community Leasing	COM2	An active, safe and healthy community	Development & Governance	<ul style="list-style-type: none"> All leases reviewed, updated and executed in accordance with the Community Leasing and associated policies 	<ul style="list-style-type: none"> Review Continuing.
CCTV Feasibility Study	COM2	An active, safe and healthy community	Systems & Customer Service	<ul style="list-style-type: none"> Review existing guidelines Develop vision/strategy and associated costs Implement and monitor as required 	<ul style="list-style-type: none"> Further research and investigations required.

Transport and Council Infrastructure “The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Asset Management Plans <ul style="list-style-type: none"> • Roads • Facilities • Parks • Swimming Pools • Aerodromes • Footpaths • Fleet • Waste • Stormwater 	TCI 1 TCI 2 TCI 3	Sustainable Infrastructure for the future Safe and effective transport network Securing and managing water resources	Technical Services	<ul style="list-style-type: none"> • Undertake data verification • Undertake condition assessment and defect identification across individual asset classes. 	<ul style="list-style-type: none"> • Road condition and defect assessment completed 2018. Ongoing routine inspections underway. • Gates & Grids assessments completed September 2018. • Footpath Inspections continuing. • Storm water infrastructure inspections underway expected completion June 2019. • Review of the Swimming Pool infrastructure with consideration to renewal plans underway. • Preparation of 2019 Facility inspection program underway

Transport and Council Infrastructure “The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Community Housing Asset Management Plan	TCI 1	Sustainable Infrastructure for the future	Infrastructure Services Community Services	<ul style="list-style-type: none"> Monitor and review the Asset Management Plan Ensure assets are maintained in accordance with the Community Housing Asset Management Plan 	<ul style="list-style-type: none"> CHAMP completed and lodged with Department of Housing and Public Works in March 2018. Awaiting departmental feedback and approval. Maintenance is planned for priority works identified in the plan. Condition assessments have been completed on nearly 75% of the properties and this data will be used to update the plan.
Bridges Asset Management	TCI 1 TCI 2	Sustainable Infrastructure for the future Safe and effective transport network	Infrastructure Services	<ul style="list-style-type: none"> Review condition assessment and defect identification program. Document forward works renewal and upgrade program. Document and review prioritisation and response times. Adopt AMP and commence reporting against AMP 	<ul style="list-style-type: none"> Condition and defect identification program implemented under review.

Transport and Council Infrastructure “The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Water Asset Management	TCI 1 TCI 3	Sustainable Infrastructure for the future Securing and managing water resources	Infrastructure Services	<ul style="list-style-type: none"> • Complete data verification • Incorporate outcomes from Mareeba Water Strategy • Document forward works renewal and upgrade program • Document and review prioritisation and response times • Adopt AMP and commence reporting against AMP 	<ul style="list-style-type: none"> • Data verification complete. • Awaiting water strategy from GHD so as to incorporate outcomes, MIPP2 awarded to City Water Technology for the design phase of the project • AM Sub-Plan finalisation will be dependent on water strategy recommendations. Interim Sub-Plan underway.
Wastewater Asset Management	TCI 1 TCI 3	Sustainable Infrastructure for the future Securing and managing water resources	Infrastructure Services	<ul style="list-style-type: none"> • Complete condition assessment and defect identification • Implement an ongoing prioritised condition assessment and defect identification program • Document forward works renewal and upgrade program. • Document and review prioritisation and response times. • Adopt AMP and commence reporting against AMP 	<ul style="list-style-type: none"> • Asset Management Sub-Plan Completed

Transport and Council Infrastructure “The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Local Government Infrastructure Plan (LGIP)	TCI 1	Sustainable Infrastructure for the future	Infrastructure Services Development & Governance	<ul style="list-style-type: none"> Finalise and adopt draft LGIP Adopt new infrastructure charges Continuous review and updating of trunk requirements 	<ul style="list-style-type: none"> Complete
Kuranda Cemetery	TCI 1	Sustainable Infrastructure for the future	Systems & Customer Service Technical Services	<ul style="list-style-type: none"> Identify possible sites to manage the capacity shortfall Review suitability and provide estimates for community consultation Prepare an implementation plan for adoption by Council 	<ul style="list-style-type: none"> At the Council meeting on 20/02/2019 Council endorsed further investigation to determine the viability of a Lot 514 Plan SP248398 in Koah as a new cemetery to service Kuranda and surrounding communities. A funding request has been included for consideration in the 2019/20 capital budget.
Mareeba Cemetery	TCI 1	Sustainable Infrastructure for the future	Systems & Customer Service Technical Services	<ul style="list-style-type: none"> Identify possible sites to secure a growth strategy 	<ul style="list-style-type: none"> No further progress to date.

Transport and Council Infrastructure “The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Kuranda Infrastructure Program	TCI 1	Sustainable Infrastructure for the future	Technical Services Works	<ul style="list-style-type: none"> Complete projects in accordance with Kuranda Township Masterplan 	<ul style="list-style-type: none"> Therwine Street Redevelopment to be completed by end of April 2019, minor delays due to wet season. KIAC Wayfinding signage audit completed 2018. Function and Theme Strategy underway. Strategy to be completed by end of June 2019. Centenary Park Amenities, Kuranda has achieved practical completion. Walking Trails projects currently in discussions with National Parks and Consultants. Concepts completed December 2018. Detailed designs to be undertaken with construction completed by end of 2019 Calendar Year.

Transport and Council Infrastructure “The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles.”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Mareeba CBD Traffic Study	TCI 2	Safe and effective transport network	Works Technical Services	<ul style="list-style-type: none"> Finalise study based on community consultation Adopt a CBD Study Prepare an implementation plan and funding strategy 	<ul style="list-style-type: none"> Community consultation completed. Council endorsed plan. Phased implementation plan to be undertaken 1st half 2019.
Ootann Road improvements	TCI 2	Safe and effective transport network	Works Technical Services	<ul style="list-style-type: none"> Complete Package 1 upgrade on time and within budget 	<ul style="list-style-type: none"> Package 1 completed on time with very slight overrun. Package 2 ready for construction in 2019.
Anzac Avenue Bridge Rehabilitation	TCI 2	Safe and effective transport network	Works Technical Services	<ul style="list-style-type: none"> Complete restoration works on time and within budget 	<ul style="list-style-type: none"> Bridge design completed and tenders being sought for materials.
Byrnes Street Water Main Upgrade	TCI 3	Securing and managing water resources	Water & Waste	<ul style="list-style-type: none"> Projects completed and acquitted within timeframes and agreed budget 	<ul style="list-style-type: none"> Project has reached practical completion.

Economy and Environment "A resilient economy that promotes and supports the shire's natural assets and local industry and encourages investment while preserving and future proofing for generations to come"					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Waste Strategy	EAE 1	Environmentally responsible and efficient waste and wastewater management	Technical Services Works Finance	<ul style="list-style-type: none"> Waste Strategy adopted Implementation of Action Plan 	<ul style="list-style-type: none"> Adopted by Council and now on MSC web site for public consultation Waste strategy report to be presented to Council April 2019 for adoption
Water Asset Management	EAE 1	Environmentally responsible and efficient waste and wastewater management	Water and Waste	<ul style="list-style-type: none"> Incorporate outcomes from Mareeba Water Strategy Monitor compliance with applicable standards and guidelines 	<ul style="list-style-type: none"> Data verification complete. Work on the Water asset management plan underway and to be finalized once Council has the final report in August from City Water Technology on the MIPP2 project.
Planning Scheme Review	EAE 2	A Sustainable Planning Scheme	Development & Governance	<ul style="list-style-type: none"> Review the MSC Planning Scheme and supporting documents Amendments to be adopted by Council Koah Rural Residential Assessment 	<ul style="list-style-type: none"> Initial investigations began, Council workshop scheduled for May 2019.

Economy and Environment "A resilient economy that promotes and supports the shire's natural assets and local industry and encourages investment while preserving and future proofing for generations to come"					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Mareeba Airport Upgrade	EAE 3	Support and encourage industrial and commercial growth and development.	Technical Services Development & Governance	<ul style="list-style-type: none"> Complete construction upgrades and obtain necessary approvals and certifications from regulators Promote the industrial lease areas 	<ul style="list-style-type: none"> Refer to Council progress reports.
Economic Tourism development	EAE 3	Support and encourage industrial and commercial growth and development.	Community Wellbeing	<ul style="list-style-type: none"> Advocate and support economic tourism development Seek advocacy and grant opportunities supporting economic growth Where appropriate partner with industry groups to grow opportunities 	<ul style="list-style-type: none"> Review of Tourism Kuranda strategic direction is well underway with a new strategic plan for destination development and marketing due in May. A study to ascertain the feasibility of developing a rail trail from Mareeba to Walkamin has commenced and will consider economic tourism benefits.

Economy and Environment "A resilient economy that promotes and supports the shire's natural assets and local industry and encourages investment while preserving and future proofing for generations to come"					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Aged Care Strategy	EAE 3	Support and encourage industrial and commercial growth and development.	Community Wellbeing	<ul style="list-style-type: none"> Advocate and support need for improved aged care opportunities Seek alternatives for tenancy management of existing Social Housing arrangements 	<ul style="list-style-type: none"> Future workshop to be held regarding community housing service issues and options.
Visitor Information Services	EAE 3	Support and encourage industrial and commercial growth and development.	Community Wellbeing	<ul style="list-style-type: none"> Investigate sustainable models for the delivery of visitor information services and destination marketing 	<ul style="list-style-type: none"> Review of the Tourism Kuranda strategic direction has commenced with the report on the new strategic direction due May 2019.
Land, Pest and Fire Management	EAE 4	Our region's environmental assets are best managed while promoting economic wellbeing	Works Finance	<ul style="list-style-type: none"> Undertake land, pest and fire management activities throughout the Shire Review current delivery model Work with other organisations to undertake land, pest and fire management Present strategy to Council for adoption 	<ul style="list-style-type: none"> Parthenium weed inspection complete Assisting Biosecurity clearing tracks for Crazy/Yellow ant surveillance program Multi species weed clean up continues. Currently working downstream of Emu Creek Homestead

Economy and Environment "A resilient economy that promotes and supports the shire's natural assets and local industry and encourages investment while preserving and future proofing for generations to come"					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Reef Guardian Council Program	EAE 4	Our region's environmental assets are best managed while promoting economic wellbeing	Water & Waste Works	<ul style="list-style-type: none"> Support Reef Guardian Council through continued attendance and identify and develop communication and partnership opportunities Develop, maintain and implement an Action Plan consistent with the Reef 2050 Long term Sustainability Plan; Provide an annual Highlights Report focusing on the progress of key projects in the Action Plan. 	<ul style="list-style-type: none"> 2018/19 Action Plan adopted by Council

Governance “Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Old town amalgamation Policy	GOV 1	Ethical, accountable and transparent decision making	Development & Governance	<ul style="list-style-type: none"> Prepare a policy to amalgamate land tenure of old towns, for example old abandoned mining towns 	<ul style="list-style-type: none"> No progress to date
Policy Review	GOV 1	Ethical, accountable and transparent decision making	Development & Governance All	<ul style="list-style-type: none"> All policies to be reviewed and updated to ensure legislative and other requirements are met 	<ul style="list-style-type: none"> Policy Framework and Templates adopted by EMT. Review of policies for compliance has commenced. A number of policies to be brought to Council in May 2019.
Enterprise Risk Management process	GOV 2	Strong focus on compliance and enterprise risk	Development & Governance All	<ul style="list-style-type: none"> Risk Register updated and adopted by Council Council Report templates updated to ensure Enterprise Risk Management process is embedded into the culture of MSC Monitor and Review risk registers and risk treatment plans 	<ul style="list-style-type: none"> Completed. Next report to Council in May if required.

Governance “Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Compliance Review	GOV 2	Strong focus on compliance and enterprise risk	Development & Governance All	<ul style="list-style-type: none"> Ensure all legislative requirements are being met 	<ul style="list-style-type: none"> Preliminary work has commenced on this review. Further emphasis will be placed on this in the coming months.
Business Continuity <ul style="list-style-type: none"> BCP review Disaster Recovery Plan development 	GOV 2	Strong focus on compliance and enterprise risk	Development & Governance Systems & Customer Service All	<ul style="list-style-type: none"> BCP reviewed, updated and adopted Prepare and endorse in line with ICT Strategy to improve Disaster Recovery arrangements 	<ul style="list-style-type: none"> BCP adopted by Council.
Complaint Management	GOV 2	Strong focus on compliance and enterprise risk	Development & Governance	<ul style="list-style-type: none"> Monitor & report on Level 1 complaints. 	<ul style="list-style-type: none"> Completed
Local Law Review	GOV 2	Strong focus on compliance and enterprise risk	Development & Governance	<ul style="list-style-type: none"> Undertake Annual Review of Local Law issues Amend/add as appropriate 	<ul style="list-style-type: none"> To commence next quarter

Governance “Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Comment
Advocacy Policy	GOV 3	Effective advocacy and strategic partnerships	Development & Governance	<ul style="list-style-type: none"> Identify key issues and/or opportunities for advocacy Prepare arguments/benefits to MSC Prepare an advocacy policy and document to ensure a whole of council approach Prepare briefs for Councillors and State Departments which address key issues of MSC by government department 	<ul style="list-style-type: none"> To commence in the coming months.

8.11 DEVELOPMENT AND GOVERNANCE QUARTERLY REPORT - JANUARY TO MARCH 2019

Date Prepared: 10 April 2019

Author: Manager Development and Governance

Attachments: Nil

EXECUTIVE SUMMARY

This report presents the key activities and achievements of the Development and Governance Group for the January to March 2019 quarter

RECOMMENDATION

That Council receive and note the quarterly report of the Development and Governance Group for the January to March 2019 quarter.

BACKGROUND

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

- Governance and Compliance
- Building and Plumbing
- Regional Land Use Planning
- Local Laws and Environmental Health.

The following activities have occurred during the January to March 2019 quarter and are presented below by service area:

GOVERNANCE AND COMPLIANCE**Native Title**

Notification period has commenced on 27 March 2019 for new Native Title Determination Claim Djungan People #5 impacting Council's jurisdiction. A funding application has been lodged for costs incurred by Council as a respondent party.

Current processes underway on the Wakaman People claims #3-#5 are scheduled for court trial under order for failure to establish State agreement on connection to land.

Proceedings for the Cairns Regional Claim Group have been arrested by intra-indigenous issues and failure to establish State agreement on connection to land.

Proceedings for the Djabugay-Bulway-Yirrgay-Nyakali-Guluy claim impacting a single parcel of land and subject to a non-claimant application, have been discontinued following entry by the parties into an ILUA.

Industrial Parks

Chillagoe Industrial Estate - Council has received settlement on one (1) additional lot during the quarter bringing the total number of lots sold under offer via ministerial exemption to sixteen (16) lots. Settlement is expected to take place in the next quarter on a further six (6) lots. Eleven (11)

lots currently remain encumbered by leases all of which expire in February of 2020, beyond which time all will be advertised for sale via tender process.

Mareeba Industrial Park - Council has received an increase in the number of general land sales enquiries due to the impending 1 July 2019 price increase from \$55.00 to \$65.00 per square metre.

Compliance

Adoption and implementation of key fraud and corruption and investigation policy documents preceded the final stage of Council actions to accommodate amendments to the *Local Government Act 2009* s 150, falling due on 3 December 2018. The adoption of these policies was followed by an update to Council's website accommodating mandatory publication of a Councillor Conduct Register.

Complaints

Following development of tools for a new reporting framework, Council has experienced some significant comparative improvements in the management of complaints between the final quarter 2018 and this first quarter 2019. Notably, the total number of complaints lodged during this quarter is down fifty (50) percent on the previous final quarter 2018 with a seventy (70) percent decrease in the number of complaints not yet finalised as at quarter end. The total number of complaints finalised over this quarter has remained comparatively stable indicating a consistent rate of complaints resolved.

Details of complaints received/processed during the quarter ending 31 March 2019 are displayed in the table below:

Complaints carried over from previous period (October to December 2018)	19
Complaints lodged during reporting period (January to March 2019)	21
Complaints finalised during reporting period (January to March 2019)	34
Complaints still in process (not finalised) during reporting period (January to March 2019)	6

BUILDING AND PLUMBING

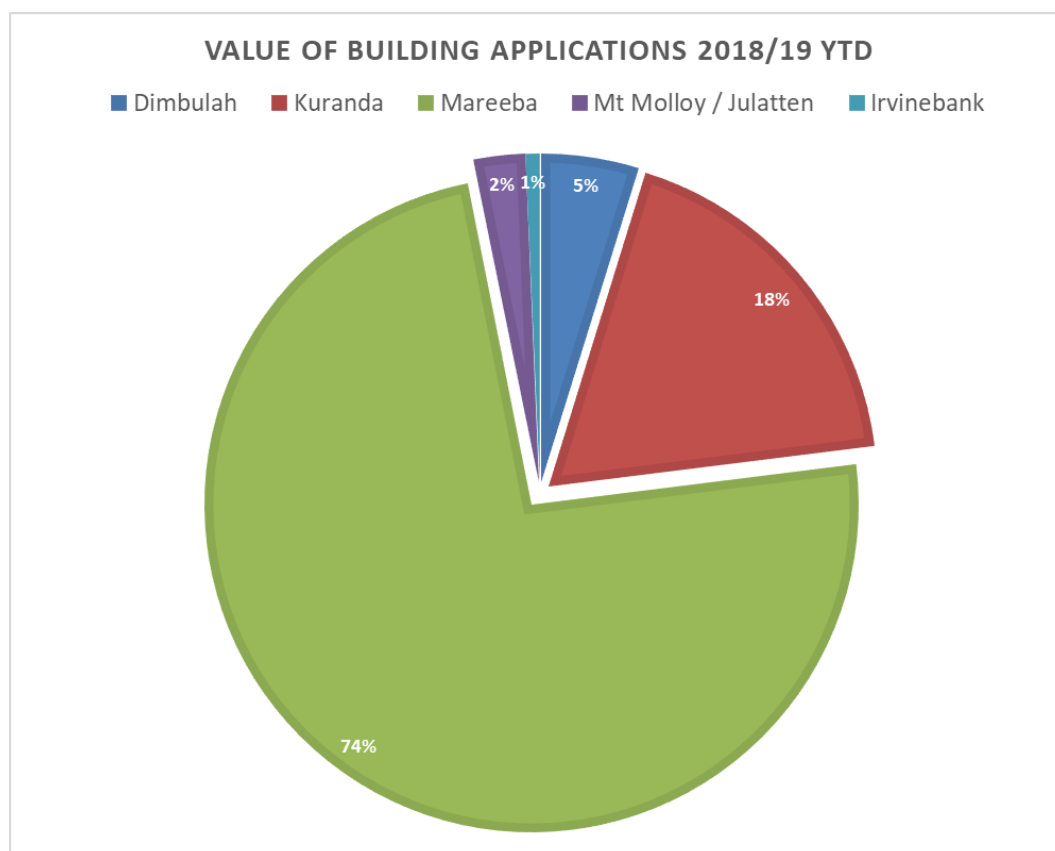
Building Approvals

Year to date dwelling value of construction has stayed steady, commercial and shed construction has increased considerably. The tables below do not include the Wind Farm Construction which has been removed for more comparable analysis.

Quarter	Jan - Mar 2019		Jan - Mar 2018	
Type	\$	A	\$	A
Dwellings	5,487,920	28	7,746,047	41
10A (Sheds, ETC)	1,813,462	48	1,502,594	48
Commercial	8,928,354	6	3,043,337	5
Others	53,700	3	308,882	4
Total	16,283,436	85	12,600,860	98

Year to Date	Jul 2018 - Mar 2019		Jul 2017 - Mar 2018	
Type	\$	A	\$	A
Dwellings	20,475,764	102	20,475,073	93
10A (Sheds, ETC)	4,516,372	127	2,681,331	77
Commercial	21,418,917	27	5,562,266	28
Others	690,860	21	737,266	12
Total	47,101,913	277	29,455,896	210

The below graph summarises where construction investment is occurring across the Shire for 2018/19 financial year thus far.



Regulatory Tasks

Building and Plumbing Services had 143 customer requests this quarter of which 129 were resolved.

REGIONAL LAND USE PLANNING

New Development Applications

11 development applications were lodged in the March quarter 2019 compared to 23 in the March quarter 2018.

Development Applications received/approved during January to March 2019 quarter as compared to the YTD (July to March) comparisons are as follows:

	Jan - Mar 2019	2018 – 2019 YTD	2017 – 2018 YTD
New Development Applications lodged	11	49	58
Decision Notices issued under delegated authority	11	30	24
Negotiated Decision Notices issued under delegated authority	0	0	0
Decision Notices issued (from Council Minutes)	5	15	21
Negotiated Decision Notices issued (from Council Minutes)	0	2	3
Extensions to relevant period issued	1	8	6
Extensions to relevant period issued (from Council Minutes)	1	1	3
Change to existing Development Approval issued	2	2	1
Referral Agency Response approvals issued under delegated authority	7	19	14
Survey Plans endorsed	11	29	20
Notices issued under SPA	0	1	1
Planning Appeals and other Court proceedings	0	0	0

LOCAL LAWS AND ENVIRONMENTAL HEALTH

Environmental Health

The Environmental Health section responded to a total of 113 enquiries, complaints and service requests for the quarter relating to the following matters:

	Jan - Mar 2019	2018 - 2019 YTD	2017 - 2018 YTD
Food Complaints	0	6	3
Food Enquiry	40	126	104
Health Enquiry	15	40	23
Pollution*	39	119	90
Flying Foxes	3	14	77
Public Health Complaint, Enquiry	12	27	22
General Service Enquiry	2	10	19
Other	2	7	2
Total	113	349	340

*Pollution related enquiries is up by approximately 30 for third quarter. Due to the increase in public awareness from the State Government strong advertising campaigns regarding illegal dumping and littering, Council has seen an increase in the number of reports for these issues over the last 9 months.

Notices Issued, Inspections Carried Out, Applications Processed

	Jan - Mar 2019	2018 - 2019 YTD	2017 - 2018 YTD
Animals Impounded	151	435	485
Regulated Parking infringements issued	169	594	426
Animal Management infringements issued	35	324	454
Local Laws Infringements issued	26	82	36
Warning letters issued	70	196	341
Compliance Notices issued	7	125	76
Food Inspections undertaken	73	173	122

Local Laws

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

Animals

	Jan - Mar 2019	2018 - 2019 YTD	2017 - 2018 YTD
Dangerous Aggressive dogs	33	115	109
Missing/Lost/Found	35	99	107
Barking Complaints	36	118	176
Restrained for Collection	41	102	103
Council traps	49	142	107
Straying Animals	131	347	298
Too Many Animals	14	35	25
Enquiries, Unregistered, Hygiene, unleashed	129	459	665
Cruelty	2	6	4
Total	468	1423	1594

Other Areas

	Jan - Mar 2019	2018 - 2019 YTD	2017 - 2018 YTD
Abandoned Vehicles	43	83	76
Overgrown	46	66	50
Commercial Use of Roads	19	70	65
Illegal Camping	10	31	22
Illegal Signs	3	17	11
Parking, illegal parking	42	113	91
Obstruction of Footpath	6	13	10
General Enquiries	4	18	41
Other	16	30	22
Gates and Grids	1	1	1
Total	190	442	389

Dog Registration

As at the 31 March 2019 Council has a registered population of 4,244 dogs in the shire.

	Jan - Mar 2019	2018 - 2019 YTD	2017 - 2018 YTD
New Registrations	177	414	797
Deceased	59	233	264
Left the area	44	182	177

RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

Nil.

LINK TO CORPORATE PLAN

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

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

Nil.

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8.12 DELEGATIONS UPDATE MARCH 2019

Date Prepared: 28 March 2019

Author: Manager Development and Governance

Attachments: 1. Table of Delegable Powers

EXECUTIVE SUMMARY

As part of the monthly delegations update service provided by MacDonnells Law, Council is advised of amendments to various pieces of legislation that require amendments to existing delegations or new delegations to be made by Council. Also, to ensure good governance within Council the Delegations and Authorisations Policy has been reviewed.

RECOMMENDATION

That:

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

BACKGROUND

Council have delegated to the Chief Executive Officer the necessary statutory powers under various pieces of legislation to enable him to effectively perform the requirements of his role and efficiently manage the operations of the Council. All delegations are made subject to the limitations on the attached documentation.

This report and the recommended delegations of power to the CEO if executed by resolution of Council, will provide a base for good decision making and accountability while maintaining statutory compliance by the Mareeba Shire Council.

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

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

Biosecurity Regulation 2016 (Qld) ('BIOR')

The BIOR has been amended by the Biosecurity (Citrus Canker) Amendment Regulation 2019 which came into force on 15 March 2019.

The amendment to the BIOR has given Council the power to, where authorised or where specific circumstances are met, to move a citrus canker carrier.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

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

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

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

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

Nil

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

CHAPTER 5 – PREVENTION AND CONTROL MEASURES FOR BIOSECURITY MATTER

Part 1 – Preliminary

Entity power given to	Section of BIOR	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Responsible person	46(1)	In certain-the specified circumstances, the power to ensure biosecurity matter or a carrier is dealt with in accordance with a risk minimisation requirement for dealing with the biosecurity risk or carrier.				
Person	46A(1)	In certain-the specified circumstances, the power to move a sample of a carrier into the State or into or from a biosecurity zone.				
Person	46A(2)	In certain-the specified circumstances, the power to move a sample of a carrier from a biosecurity zone.				
Person	57A(2)	In certain-the specified circumstances, the power to move a tomato/potato psyllid carrier.				
Person	57B(2)	Power to move a citrus canker carrier into the State under a biosecurity authorisation.				
Person	57B(3)	In the specified circumstances, the power to move a citrus canker carrier.				

Table of Delegable Powers
Biosecurity Regulation 2016

Current as at [1-July15 March 2018](#)⁹

Part 12 – White spot biosecurity zone regulatory provisions

Entity power given to	Section of BIOR	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Person	94C(2)	In certain <u>certain</u> the specified circumstances, power to move a <u>white spot syndrome virus</u> carrier.				

8.13 AMENDED REGULATORY FEES AND CHARGES 2019/20

Date Prepared: 9 April 2019

Author: Supervisor Health and Local Laws

Attachments: 1. 2019/20 Local Law Activities Fees and Charges
2. 2019/20 Animal Management Fees and Charges

EXECUTIVE SUMMARY

This report presents the amended 2019/20 cost recovery fees for Animal Management and Local Law Activities. Due to some ambiguity with impounding fees an amendment is proposed to fees adopted on 19 March 2019. The proposed amendments should provide clearer direction of Council's impound fees to animal owners.

RECOMMENDATION

That Council adopt the amended 2019/20 fees as listed for Animal Management and Local Law Activities.

BACKGROUND

Council adopted the proposed 2019/20 fees and charges for Animal Management, Local Laws Activities and Environmental Health on 19 March 2019.

For clarity, the following fees have been amended:

Animal Management fee and charges - Amendment for animal impounding:

The amended fees and charges show the segregation between the impounding of animals (both registered and unregistered).

- Unregistered dogs are impounded on the first occasion and must be registered prior to release - \$92.00. Previously in 2018/19 this fee was \$225.00, however in addition they will face a wandering dog penalty, which is payable within 28 days.
- Registered dogs are returned to the owner on the first occasion - free (not impounded).
- A registered dog impounded on the first occasion - \$92.00.
- A registered dog impounded a second or subsequent occasion - \$230.00.

The impounding process remains identical for registered animals. However unregistered animals have changed as described above.

The fees associated with refunding of desexed animals were also corrected to align with the 2019/20 fees and charges.

Local Laws Activities fees and charges - Amendment for Abandoned vehicles - release of goods in the vehicle:

A fee description was put in the original fees and charges proposal under '**Abandoned Vehicles - Release of goods in abandoned vehicles**'. This description had no fee associated when the fees and charges were adopted. Therefore, the amended fees and charges have deleted this description.

There is currently a fee charge approved for the release of impounded items in the fees and charges (Release of miscellaneous impounded items - \$67.00), which includes goods found in abandoned vehicles.

RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Council must be able to demonstrate that the cost recovery fees are no more than the cost of providing the service. Council is able to set a fee that is lower than the calculated cost where it is deemed appropriate.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Is the expenditure noted above included in the current budget?

Nil.

LINK TO CORPORATE PLAN

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

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

The amended fees and charges will be published on Council's website once approved.

Nil.

Description	Cost Recovery Fee (Y/N)	Paragraph of 597(2) of LG Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	Fee/Charge \$	GST (Y/N)
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2019/20 Fees and Charges						
Local Laws Activities						
Accommodation Facilities						
Caravan parks - initial	Y	(a)	LL1	application	\$425.00	N
Caravan parks - renewal	Y	(a)	LL1	application	\$307.00	N
Camping Grounds - initial	Y	(a)	LL1	application	\$425.00	N
Camping Grounds - renewal	Y	(a)	LL1	application	\$307.00	N
Transfer of ownership	Y	(a)	LL1	application	\$307.00	N
Operation of temporary entertainment events						
Operation of temporary entertainment events	Y	(a)	LL1	application	\$600.00	N
Remedial Notices						
Overgrown Properties	Y	(a)	LL1	Notice	Cost + \$200.00	N
Commercial Use of Local Government Controlled Areas and Roads (LGCARs) schedule 6						
Outdoor dining application	Y	(a)	LL1	application	\$282.00	N
Outdoor dining renewal	Y	(a)	LL1	year	\$169.00	N
Goods on footpath application	Y	(a)	LL1	application	\$282.00	N
Goods on footpath renewal	Y	(a)	LL1	year	\$169.00	N
Approved Furniture application	Y	(a)	LL1	Application	No cost	N
Approved Furniture renewal	Y	(a)	LL1	Year	No cost	N
Application for Approval - Commercial use LGCARs	Y	(a)	LL1	application	\$282.00	N
Application for Renewal of Approval - Commercial use LGCARs	Y	(a)	LL1	year	\$169.00	N
Parks, roads & reserves application	Y	(a)	LL1	application	POA	
Parks, roads & reserves renewal	Y	(a)	LL1	Year	POA	
Amendment of Commercial Use of Roads Approval	Y	(a)	LL1	application	\$108.00	N
Installation of advertising device - Schedule 8						
Advertising Device Application	Y	(a)	LL1	application	\$277.00	N
Advertising Device Renewal Application	Y	(a)	LL1	year	\$154.00	N

Description	Cost Recovery Fee (Y/N)	Paragraph of 597(2) of LG Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	Fee/Charge \$	GST (Y/N)
Busking						
Application (annual)	Y	(a)	LL1	application	\$120.00	N
Application to renew	Y	(a)	LL1	year	\$94.00	N
Application (3 monthly)	Y	(a)	LL1	3 monthly	\$36.00	N
Public Liability Buskers Insurance	Y	(a)	LL1	person	\$15.00	N
Recovery of Abandoned Vehicles						
Recovery of abandoned vehicles	Y	(d)	LL1	vehicle	cost + \$170	N
Temporary Parking Permit						
Temporary Parking Permit	Y	(a)	LL1	application	\$184.00	N
Release of Impounded Items						
Release of impounded sign	Y	(d)	LL1	sign	\$67.00	N
Release of second and subsequent impounded signs	Y	(d)	LL1	sign	\$26.00	N
Release of miscellaneous impounded items	Y	(d)	LL1	item	\$67.00	N
Gates and Grids						
Application for approval gates & grids	Y	(a)	LL1	application	\$359.00	N
Application for renewal of approval gates & grids	Y	(a)	LL1	year	\$51.00	N
Fee for re-inspection of gate or grid	Y	(a)	LL1	inspection	\$195.00	N
Transfer of Gate/Grid (change of ownership)	Y	(a)	LL1	application	\$51.00	N
Hoarding, Scaffolding or Gantry						
Application for approval hoarding, scaffolding or gantry	Y	(a)	LL1	application	\$277.00	N
Bond (if applicable - refundable)	N	(a)	LL1	application	\$1000.00	N

Description	Cost Recovery Fee (Y/N)	Paragraph of S97(2) of LG Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	Fee/Charge \$	GST (Y/N)
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2019/20 Fees and Charges						
Animal Management						
Note: Where an application fee is paid for an annual approval or annual licence <u>on or after 1 April</u> the fees set for the following financial year are to be used and an extended expiry is to be applied to the particular approval.						
Registration						
Pups under 6 months				animal	\$0.00	N
Entire male/female	Y	(a)	AM C&DA 2008 44 & 46	animal/annum	\$120.00	N
Desexed male/female	Y	(a)	AM C&DA 2008 44 & 46	animal/annum	\$20.00	N
Replacement Tag	Y	(d)	AM C&DA 2008 44 & 46	tag	\$8.00	N
Entire Dog (owned member of a recognised kennel club)	Y	(a)	AM C&DA 2008 44 & 46	animal/annum	\$52.00	N
Assistance Dog				animal/annum	\$0.00	N
Working Dogs				animal/annum	\$0.00	N
Pro rata calculations to apply to initial dog registration fees (first time registering the dog in the Shire) as follows:						
1 July to 30 September				animal	no fee reduction	N
1 October to 31 December				animal	25 % fee reduction	N
1 January to 31 March				animal	50 % fee reduction	N
1 April to 1 June				animal	pay full fee but maintain the 15-month registration	N
Desexed Animal Refund (Entire Dog desexed during the year)						
1 April to 30 September				animal	\$100.00	
1 October to 31 December				animal	\$75.00	
1 January to 31 March				animal	\$50.00	
Registration for Regulated Dogs (Dangerous, Menacing)						
Initial Fee	Y	(a)	AM C&DA 2008 44 & 46	animal	\$415.00	N
Renewal fee	Y	(a)	AM C&DA 2008 44 & 46	animal	\$215.00	N
Regulated Dog Tag - replacement	Y	(d)	AM C&DA 2008 44 & 46	tag	\$15.00	N
Additional regulated sign (1 required at each entry point)	N			sign	\$46.00	N
Approvals Animal Keeping						
Approval to Keep Excess Dogs - Initial Application	Y	(a)	LL2	application	\$100.00	N
Approval to Keep Excess Dogs - Renewal Application	Y	(a)	LL2	application	\$26.00	N
Approval to Keep Excess Stock - Initial Application	Y	(a)	LL2	application	\$100.00	N

Description	Cost Recovery Fee (Y/N)	Paragraph of S97(2) of LG Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	Fee/Charge \$	GST (Y/N)
Approval to Keep Excess Stock - Renewal Application	Y	(a)	LL2	application	\$26.00	N
Amendment of Approval	Y	(a)	LL2	application	\$26.00	N
Regulated Dog Permit (Restricted Breed) Initial Fee	Y	(a)	LL2	application	\$415.00	N
Regulated Dog Permit (Restricted Breed) Renewal Fee	Y	(a)	LL2	application	\$215.00	N
Impounding of Animals						
Cats & Dogs						
Loan of Dog / Cat traps - no charge						
Sustenance fee for care of animal (after 24 hours)	Y	(d)	LL2	animal	\$22.00	N
Sustenance fee for seized dogs per day	Y	(d)	LL2	animal	\$22.00	N
Dogs						
Dogs (Unregistered upon impounding) - Must be registered prior to release						
First Impoundment	Y	(d)	LL2	animal	\$92.00	N
Dogs (Registered upon impounding) - Registered dogs will be returned for free the first time they are picked up by Council						
First Impoundment	Y	(d)	LL2	animal	\$92.00	N
Second & Subsequent Impoundments in 12 months	Y	(d)	LL2	animal	\$230.00	N
Cats						
Cat or kitten with microchip 1st release	Y	(d)	LL2	animal	\$92.00	N
Cat or Kitten with no microchip or 2nd or subsequent release of microchipped cat	Y	(d)	LL2	animal	\$174.00	N
Stock						
One animal	Y	(d)	LL2	animal	\$384.00	N
Second and subsequent animals	Y	(d)	LL2	animal	\$184.00	N
Sustenance fee for care of animal (after 24 hours)	Y	(d)	LL2	animal	Cost	N
Contractors, Driving and Transport (per movement)	Y	(d)	LL2	impoundment	Cost	N
Advertising	Y	(d)	LL2	impoundment	Cost	N
Poultry and Small Stock						
One bird	Y	(d)	LL2	bird	\$77.00	N
Second and subsequent bird	Y	(d)	LL2	bird	\$15.00	N
One small stock	Y	(d)	LL2	animal	\$77.00	N
Sustenance fee for care of animal	Y	(d)	LL2	animal	Cost	N
Hire of stock yards						
Up to 7 head	Y	(d)	LL2	day	\$102.00	Y
More than 7 head	Y	(d)	LL2	animal/day	\$16.00	Y

Description	Cost Recovery Fee (Y/N)	Paragraph of S97(2) of LG Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	Fee/Charge \$	GST (Y/N)
Sustenance	Y	(d)	LL2	animal/day	at cost	Y
Labour hire	Y	(d)	LL2	hour/person	\$72.00	Y

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8.14 FINANCIAL STATEMENTS PERIOD ENDING 31 MARCH 2019**Date Prepared: 3 April 2019****Author: Manager Finance****Attachments: 1. Budgeted Income Statement By Fund****EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with an overview of financial matters for the period 1 July 2018 to 31 March 2019.

RECOMMENDATION

That Council note the financial report for the period ending 31 March 2019.

BACKGROUND

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

For the period ending 31 March 2019, the actual results are in line with the year to date budget.

The budgeted figures reflect the 2018/19 Budget as adopted by Council at the 20 June 2018 meeting. There are no issues or concerns to discuss or highlight at this stage. The surplus is due to the rates income for the period January to June 2019 having been levied in February.

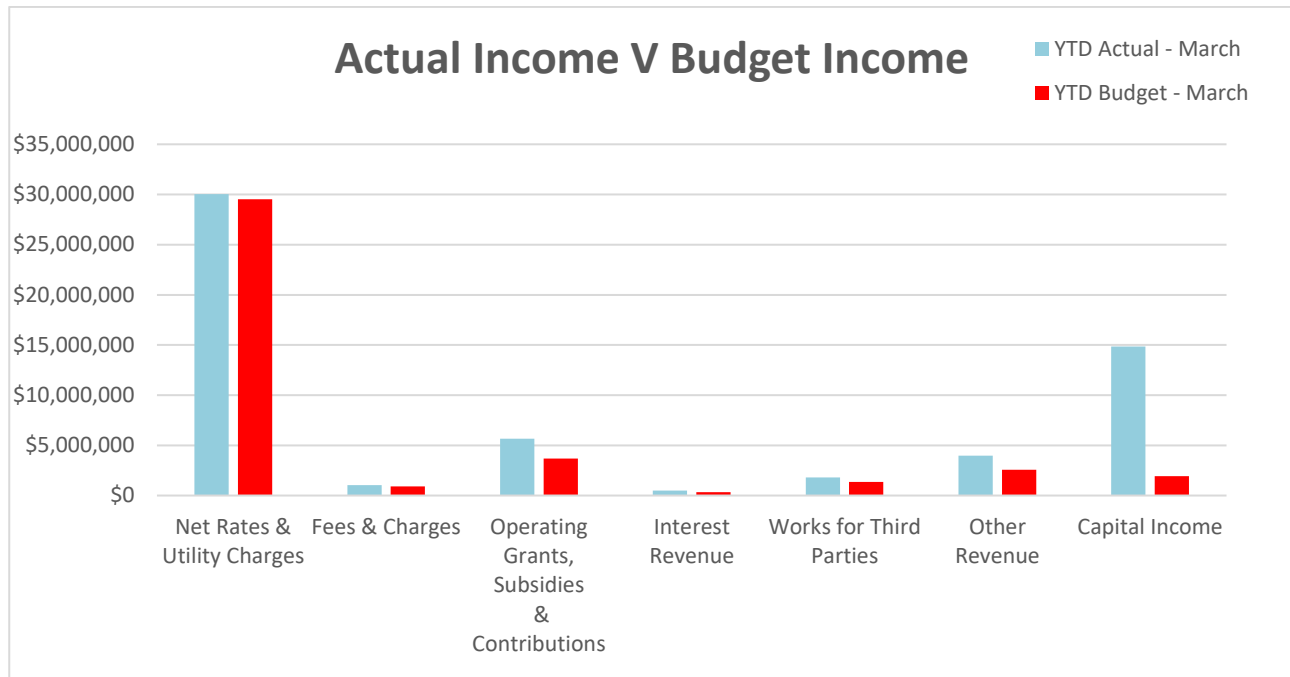
Snapshot

Total Operating Income	\$	43,009,835
Total Operating Expenditure	\$	32,224,878
Operating Surplus/(Deficit)	\$	10,784,957
Total Capital Income (grants, developer contributions)	\$	14,864,332
Net Result - Surplus/(Deficit)	\$	25,649,289

Income Analysis

Total income (including capital income of \$14,864,332) for the period ending 31 March 2019 is \$57,874,166 compared to the YTD budget of \$40,318,870.

The graph below shows actual income against budget for the period ending 31 March 2019.



	Actual YTD	Budget YTD	Note
Net Rates & Utility Charges	30,048,609	29,513,555	
Fees & Charges	1,029,255	923,295	1
Operating Grants, Subsidies & Contributions	5,658,257	3,670,127	2
Interest Received	495,378	349,125	
Works for Third Parties	1,801,377	1,359,750	3
Other Revenue	3,976,959	2,559,018	4
Capital Income	14,864,332	1,944,000	5

Notes:

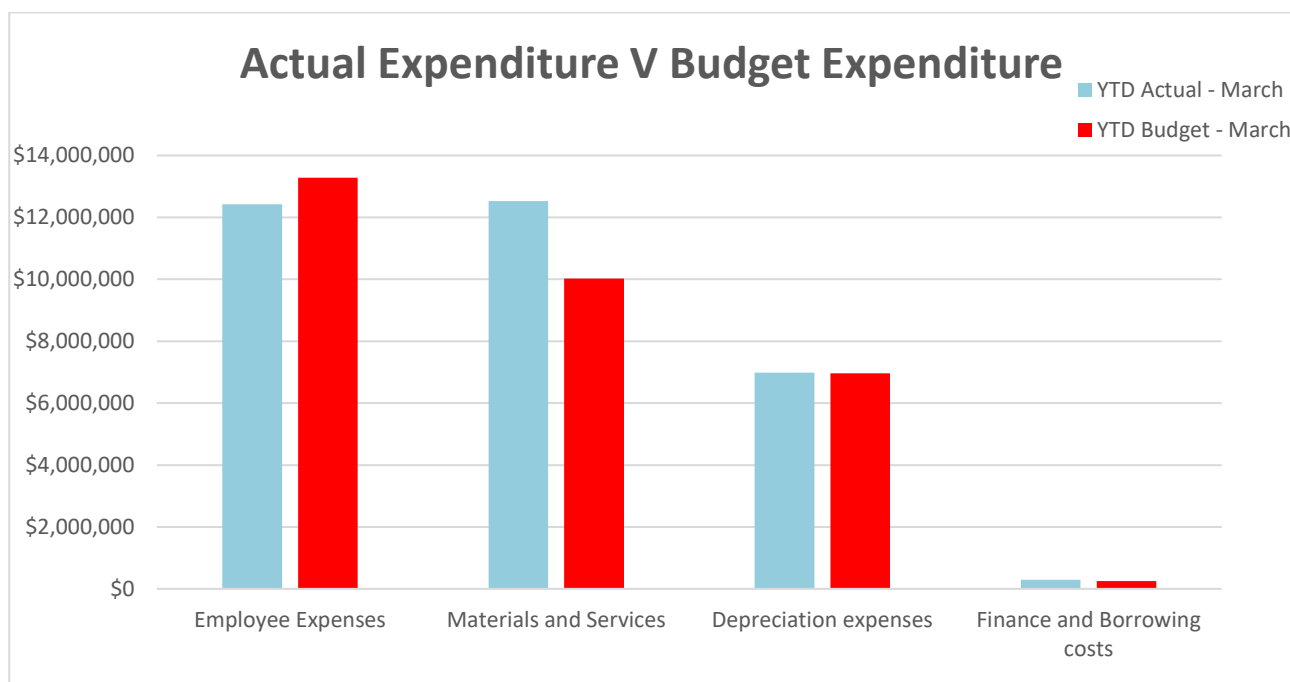
1. Additional revenue is offset by associated expenses.
2. The favourable variance relates to the 2018 NDRRA restoration works of which \$1.9M has been received to date. There is no budget allocated to revenue and expenditure apart from the trigger amount (\$115k) as we were not aware of the details when the budget was prepared. The trigger amount is the amount Council must contribute to be eligible for funding.

3. A portion of the favourable variance relates to how the budget has been allocated for RMPC works. Budgets are equally apportioned over 12 periods however actual works does not reflect this same trend. This will also be the same for expenditure.
4. Favourable result due to the balance of payments for sale of land at the Mareeba and Chillagoe Industrial Estates and sale of scrap metal. Lease and rental income currently above budget due to annual invoices raised however the budget is apportioned equally over 12 periods.
5. Council has received \$14.1M in capital grants (W4Q2, R2R, TIDS, Mareeba Airport) plus \$667k in developer contributions which are not reflected in the budget.

Expenditure Analysis

Total expenses for the period ending 31 March 2019 is \$32,224,878 compared to the YTD budget of \$30,509,034.

The graph below shows actual expenditure against budget for the period ending 31 March 2019.



	Actual YTD	Budget YTD	Note
Employee expenses	12,426,207	13,281,013	1
Materials & Services	12,527,650	10,021,629	2
Depreciation expenses	6,981,035	6,958,749	
Finance & Borrowing costs	289,986	247,643	

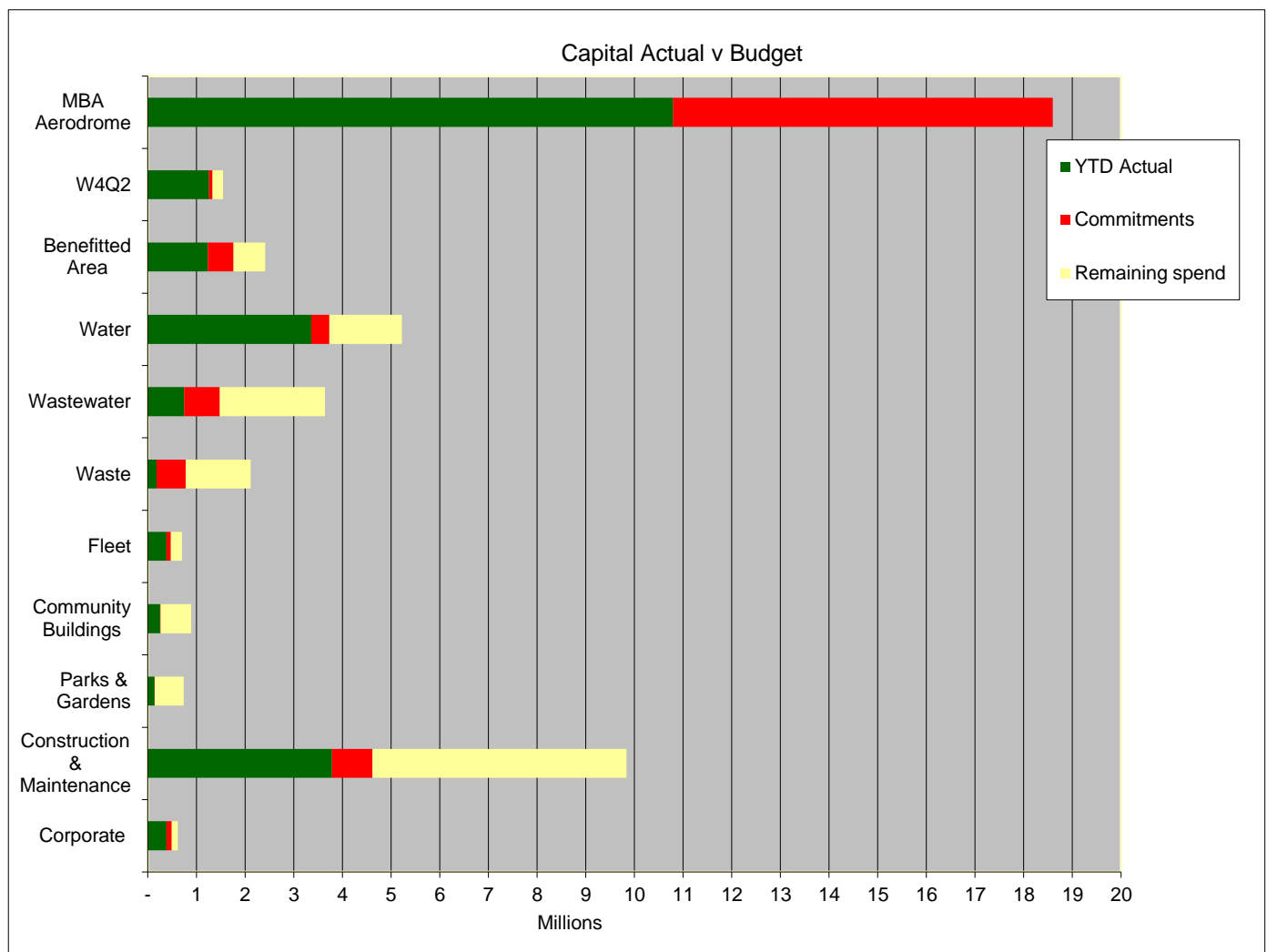
Notes:

1. There are no significant issues to report. The reason for the variance is a timing issue for the annual increment and staff absences, vacancies and staff working on capital.

2. The majority of the variance relates to NDRRA expenditure and additional 3rd party works. This is offset by the additional income. The expenditure for RMPC is allocated equally over 12 periods, however, actual works do not follow the same trend.

Capital Expenditure

Total capital expenditure of \$33,673,842 (including commitments) has been spent for the period ending 31 March 2019 against the 2018/19 adjusted annual capital budget of \$45,026,446. This budget figure now includes carry overs from 2017/18.



Loan Borrowings

Council's loan balance is as follows:

QTC Loans	\$5,896,129
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Rates and Sundry Debtors Analysis**Rates and Charges**

The total rates and charges payable as at 31 March 2019 are \$3,064,721 which is broken down as follows:

Status	31 March 2019		31 March 2018	
	No. of properties	Amount	No. of properties	Amount
Valueless land	17	647,203	76	2,278,398
Payment Arrangement	222	312,488	192	255,144
Collection House	222	864,747	169	703,911
Exhausted – awaiting sale of land	10	119,154	8	84,832
Sale of Land	2	29,203	5	63,237
Other (includes current rates)	942	1,091,926	1,179	1,578,463
TOTAL	1,415	3,064,721	1,629	4,963,985

The Rate Notices for the period ending 30 June 2019 were issued on 12 February 2019 with the discount due date being 15 March 2019. Total Gross Rates and Charges levied for this six (6) month period totalled \$16,948,888.

On 25 March 2019, 1,253 reminder notices were issued for a total value of \$2,874,885.

The Sale of Land process is now underway with two properties remaining that have outstanding rates and charges of \$29,203. The process is likely to collect the full balances within the month of April 2019.

Collection House collected \$42,241 for the month of March 2019.

Sundry Debtors

The total outstanding for Sundry Debtors as at 31 March 2019 is \$1,192,001 which is made up of the following:

Current	30 days	60 days	90 + days
\$837,142	\$335,034	\$6,230	\$13,595
70%	28%	0%	2%

Procurement

There were no emergency orders for the month.

RISK IMPLICATIONS

Nil

Legal/Compliance/Policy Implications

Section 204 of the Local Government Regulation 2012 requires the financial report to be presented to local government if the local government holds its ordinary meetings more frequently (than once per month) - to a meeting in each month.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LINK TO CORPORATE PLAN

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

Nil

Budgeted Income Statement by Fund 2018/19 Budget

Consolidated

	Actual YTD	Budget YTD	2018/19 Budget
Revenue			
Rates and utility charges	31,911,703	31,411,930	31,411,930
Less Discounts and Pensioner Remissions	(1,863,094)	(1,898,375)	(1,898,375)
Net Rates and Utility Charges	30,048,609	29,513,555	29,513,555
Fees and Charges	1,029,255	923,295	1,144,760
Operating Grants and Subsidies	4,997,834	2,993,169	7,000,458
Operating Contributions	660,423	676,958	902,610
Interest Revenue	495,378	349,125	465,500
Works for Third Parties	1,801,377	1,359,750	1,813,000
Other Revenue	3,976,959	2,559,018	3,428,100
Total Operating Revenue	43,009,835	38,374,870	44,267,983
Expenditure			
Employee Expenses	12,426,207	13,281,013	17,726,398
Materials and Services	12,527,650	10,021,629	12,919,811
Depreciation expense	6,981,035	6,958,749	9,451,936
Finance and Borrowing costs	289,986	247,643	330,190
Total Operating Expenses	32,224,878	30,509,034	40,228,335
Operating Surplus/(Deficit)	10,784,957	7,865,836	3,839,648
Capital Income			
Capital Contributions	667,116	-	-
Capital Grants and Subsidies	14,197,216	1,944,000	4,843,000
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	14,864,332	1,944,000	4,843,000
Net Result	25,649,289	9,809,836	8,682,648

Budgeted Income Statement by Fund 2018/19 Budget

General

	Actual YTD	Budget YTD	2018/19 Budget
Revenue			
Rates and utility charges	17,460,089	17,219,218	17,219,218
Less Discounts and Pensioner Remissions	(1,863,094)	(1,898,375)	(1,898,375)
Net Rates and Utility Charges	15,596,995	15,320,843	15,320,843
Fees and Charges	1,011,744	908,295	1,124,760
Operating Grants and Subsidies	4,997,834	2,993,169	7,000,458
Operating Contributions	-	-	-
Interest Revenue	312,261	217,500	290,000
Works for Third Parties	1,715,008	1,326,000	1,768,000
Other Revenue	2,726,153	1,283,643	1,727,600
Total Operating Revenue	26,359,995	22,049,450	27,231,661
Expenditure			
Employee Expenses	11,310,831	11,944,658	15,939,758
Materials and Services	6,118,139	3,473,171	4,259,218
Depreciation expense	4,721,081	4,718,585	6,291,449
Finance and Borrowing costs	185,597	144,000	192,000
Total Operating Expenses	22,335,648	20,280,414	26,682,425
Operating Surplus/(Deficit)	4,024,347	1,769,036	549,236
Capital Income			
Capital Contributions	419,378	-	-
Capital Grants and Subsidies	14,041,052	1,944,000	3,493,000
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	14,460,430	1,944,000	3,493,000
Net Result	18,484,777	3,713,036	4,042,236

Budgeted Income Statement by Fund 2018/19 Budget
<u>Waste</u>

	Actual YTD	Budget YTD	2018/19 Budget
Revenue			
Rates and utility charges	3,705,420	3,666,0026	3,666,006
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	3,705,420	3,666,006	3,666,006
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	27,345	37,500	50,000
Works for Third Parties	-	-	-
Other Revenue	1,147,523	1,214,250	1,619,000
Total Operating Revenue	4,880,288	4,917,756	5,335,006
Expenditure			
Employee Expenses	275,452	271,787	362,994
Materials and Services	2,928,778	2,990,112	3,982,893
Depreciation expense	125,605	107,820	143,760
Finance and Borrowing costs	-	-	-
Total Operating Expenses	3,325,545	3,369,719	4,489,647
Operating Surplus/(Deficit)	1,550,453	1,548,037	845,359
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	-	-	-
Net Result	1,550,453	1,548,037	845,359

Budgeted Income Statement by Fund 2018/19 Budget
<u>Wastewater</u>

	Actual YTD	Budget YTD	2018/19 Budget
Revenue			
Rates and utility charges	4,814,289	4,777,524	4,777,524
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	4,824,289	4,777,524	4,777,524
Fees and Charges	17,511	15,000	20,000
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	61,292	63,750	85,000
Works for Third Parties	16,694	-	-
Other Revenue	45,930	7,500	10,000
Total Operating Revenue	4,955,716	4,863,774	4,892,524
Expenditure			
Employee Expenses	314,879	447,018	597,079
Materials and Services	1,186,224	1,321,639	1,724,062
Depreciation expense	1,091,617	1,082,268	1,443,024
Finance and Borrowing costs	104,388	103,643	138,190
Total Operating Expenses	2,697,108	2,954,566	3,902,355
Operating Surplus/(Deficit)	2,258,608	1,909,208	990,169
Capital Income			
Capital Contributions	118,268	-	-
Capital Grants and Subsidies	156,164	-	450,000
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	274,432	-	450,000
Net Result	2,533,040	1,909,208	1,440,169

Budgeted Income Statement by Fund 2018/19 Budget

Water

	Actual YTD	Budget YTD	2018/19 Budget
Revenue			
Rates and utility charges	5,607,129	5,426,097	5,426,097
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	5,607,129	5,426,097	5,426,097
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	47,524	18,750	25,000
Works for Third Parties	69,675	33,750	45,000
Other Revenue	46,484	26,250	35,000
Total Operating Revenue	5,770,813	5,504,847	5,531,097
Expenditure			
Employee Expenses	454,059	552,190	739,190
Materials and Services	2,138,413	2,037,392	2,683,432
Depreciation expense	969,089	973,540	1,471,655
Finance and Borrowing costs	-	-	-
Total Operating Expenses	3,561,561	3,653,122	4,894,277
Operating Surplus/(Deficit)	2,209,252	1,941,725	636,820
Capital Income			
Capital Contributions	129,470	-	-
Capital Grants and Subsidies	-	-	900,000
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	129,470	-	900,000
Net Result	2,338,722	1,941,725	1,536,820

Budgeted Income Statement by Fund 2018/19 Budget
<u>Benefited Area</u>

	Actual YTD	Budget YTD	2018/19 Budget
Revenue			
Rates and utility charges	324,777	323,085	323,085
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	324,777	323,085	323,085
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	660,423	676,958	902,610
Interest Revenue	46,956	11,625	15,500
Works for Third Parties	-	-	-
Other Revenue	10,868	27,375	36,500
Total Operating Revenue	1,043,024	1,039,043	1,277,695
Expenditure			
Employee Expenses	70,987	65,361	87,377
Materials and Services	156,097	199,315	270,206
Depreciation expense	73,642	76,536	102,048
Finance and Borrowing costs	-	-	-
Total Operating Expenses	300,726	341,212	459,631
Operating Surplus/(Deficit)	742,298	697,831	818,064
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	-	-	-
Net Result	742,298	697,831	818,064

8.15 CEMETERIES FEES AND CHARGES 2019/20

Date Prepared: 15 March 2019

Author: Manager Systems and Customer Officer

Attachments: 1. Cemeteries Fees and Charges 2019/20

EXECUTIVE SUMMARY

This report presents the proposed 2019/20 Cemeteries Fees and Charges for Council's consideration and endorsement.

RECOMMENDATION

That Council adopt the proposed Cemeteries Fees and Charges 2019/20.

BACKGROUND

Council, as part of its budgetary process and under the legislation of the Local Government Act, is required to adopt a Schedule of Fees and Charges each year. Each relevant department is responsible for the setting of these fees and charges. Costs for services are reviewed annually.

While Council generally applies a cost recovery model, charges are discounted wherever possible, to keep costs within this area affordable. In the attached proposed fee scheme most services have undergone minimal increases.

RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

Nil.

LINK TO CORPORATE PLAN

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

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

Update schedule of fees and charges published on Council's website and provide to relevant funeral directors and stonemasons.

Description	Cost Recovery Fee (Y/N)	Paragraph of 597(2) of LG Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	Fee/Charge \$	GST (Y/N)
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2019/20 Fees and Charges						
Cemeteries						
Reservation						
Reservation - Grave, Above Ground Vault	N			Plot	\$577.00	Y
Reservation Child ¹ - Grave, Above Ground Vault	N			Plot	\$289.00	Y
Reservation - Mausoleum Wall	N			Plot	\$8,100.00	Y
Reservation - Mausoleum Free Standing	N			Plot	\$3,880.00	Y
Reservation - Niche (Single)	N			Niche	\$370.00	Y
Reservation - Niche (Double)	N			Niche	\$431.00	Y
Interment (In addition to reservation fee ²)						
Interment - Grave	N			Plot	\$1,679.00	Y
Interment Child ¹ - Grave	N			Plot	\$840.00	Y
Interment - Above Ground Vault, Mausoleum Wall, Mausoleum Free Standing	N			Plot	\$552.00	Y
Interment - Ashes (Niche; includes installation of plaque)	N			Niche	\$404.00	Y
Interment - Ashes (In ground)	N			Plot	\$404.00	Y
Interment Surcharge						
Interment Surcharge (Weekends and public holidays)	N			Interment	\$1,277.00	Y
Plaque						
Cost of plaque including freight	N			Plaque	POA	Y
Plaque installation - Lawn Cemetery	N			Plaque	\$176.00	Y
Plaque installation - Niche (if not installed at interment)	N			Plaque	\$176.00	Y
Shelter Hire (Optional)						
Hire of shelter - Weekdays excluding public holidays	N			Shelter	\$76.00	Y
Hire of second shelter - Weekdays excluding public holidays	N			Shelter	\$30.00	Y
Hire of shelter - Weekends and public holidays	N			Shelter	\$152.00	Y
Hire of second shelter - Weekends and public holidays	N			Shelter	\$75.00	Y
Chair Hire (Optional)						
Hire of chairs - Weekdays excluding public holidays (per 10)	N			Per 10	\$100.00	Y

Description	Cost Recovery Fee (Y/N)	Paragraph of 597(2) of LG Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	Fee/Charge \$	GST (Y/N)
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Hire of chairs - Weekends and public holidays (per 10)	N			Per 10	\$174.00	Y
Miscellaneous						
Construction of a memorial	N			Plot	\$308.00	Y
Exhumation	N			Plot	At cost	Y
Removal of slab or headstone	N			Plot	At cost	Y
Concrete Pillars	N			Pilar	\$267.00	Y
¹ Child - Less than 9 years old.						
² Second and subsequent interments in the same plot do not incur a reservation fee.						

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8.16 2018/19 REGIONAL ARTS DEVELOPMENT FUND (RADF) COMMUNITY GRANT APPLICATIONS

Date Prepared: 19 March 2019

Author: Senior Community Wellbeing Officer

Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's approval of the Regional Arts Development Fund (RADF) Advisory Committee's recommendation to fund eleven projects to a total of \$35,113 through the 2018/19 RADF Community Grant Round.

RECOMMENDATION

That Council approves the Regional Arts Development Fund (RADF) Advisory Committee recommendation to fund eleven projects to a total of \$35,113 through the 2018/19 RADF Community Grant Round.

BACKGROUND

The 2018/19 RADF Community Grant Round closed 28 February 2019 after extensive promotion across the shire. The RADF Advisory Committee met on 13 March 2019 to assess the applications according to set assessment criteria. Nineteen applications were received totalling \$80,378, making the round significantly oversubscribed.

The RADF Advisory Committee considered that it would be appropriate to fund eleven projects. Three projects will receive less than requested due to a lower level of wider community benefit compared to other applications and high demand for grant funds. Five applications will be held over and re-considered in the next RADF Community Grant Funding Round.

The 2018-2019 RADF budget has sufficient funds to provide grants to the following eleven applicants for specific projects and activities to a total of \$35,113 as recommended by the RADF Advisory Committee.

1. Youth Link Kuranda - Youth Cre8 Pride Music Productions \$5,964

Youth Link Kuranda will implement a June/July school holiday program to engage at-risk, young people in Kuranda. Working with local musicians, young people will develop musical and associated technical skills and the group will record a music video with a strong message of self-pride. The RADF grant will contribute to the costs of musical equipment, artist fees, catering and administrative expenses.

2. Caroline Lieber - Arts in the Park Community Mural, Mareeba \$3,620

Local artist Caroline Lieber will complete a mosaic art work that incorporates panels created by the community at the 2018 Mareeba Arts in the Park. The mosaic design reflects the leaves and trees found in Centenary Park, where the art work will be installed on the external wall of the amenities block. The RADF grant will contribute to the costs of artist fees, materials, builder installation and materials, and ongoing maintenance costs.

3. Mt Molloy State School - Growing our Community - Sculptural Installations \$5,490

Mt Molloy State School students, community members and local ceramist will create three large, mixed media sculptural installations depicting the school's kitchen garden program, local history and local environment. The installations will beautify the community hub/outdoor classroom, a space used frequently by the wider community. The RADF grant will contribute to the costs of artist fee, ceramic firing, frame construction and installation, and art materials.

4. Centre for Australasian Theatre - #SUP? Performance Lab \$4,540 (Julatten)

The Centre for Australasian Theatre will deliver theatre workshops for young people to explore and build awareness of their life and future. Young people will be encouraged to tell their story through intercultural, physical theatre performance. The RADF grant will be used for youth engagement, facilitator fees, venue hire, travel, publicity and recording of performances. This project was highly supported by the Julatten Initiative Group and the Julatten Theatre Group.

5. Kuranda Arts Co-operative - Artist Promotional Videos \$2,460

A series of video vignettes will be produced featuring 16 Kuranda artists discussing and demonstrating their artistic techniques. The promotional videos will be featured on the Kuranda Arts Co-operative website to encourage online sales and visits to the gallery. The RADF grant will be used for video technician costs.

6. Mareeba Military Muster Organising Group - Mareeba Military Muster \$3,000

In 2019 the Mareeba Military Muster will feature additional and unique military vehicles and equipment. Providing new displays will ensure that the event continues to grow and evolve, increasing community understanding of our military history and community wellbeing. The RADF grant will contribute to the costs of hiring trucks to transport military vehicles, venue hire and event advertising.

7. Mareeba Historic Society - Mareeba History through Film and Voice \$2,185

This project will allow the Mareeba Historical Society to preserve local historical records into the future. The grant will cover the costs of transferring audio and video media into a digital format.

8. Chillagoe Alliance - Remembrance Cove \$1,091

Working with RISE and local historians the Chillagoe Alliance will create five historical storyboards that remember and honour the efforts of Chillagoe residents who served in various conflicts. The storyboards will be displayed in the growing Railway Station Museum, Chillagoe to preserve and showcase local history. The RADF grant will contribute to the costs of design and production of aluminium storyboards.

9. Frances Every - Speewah Roscommon Park Mural \$1,000

A mural depicting local fauna will be painted onto Roscommon Park fence with participation of community members, school students, teachers and local artist. The mural will encourage use of the park by locals and visitors and increase safety for the community. The RADF grant will contribute to the costs of paint and equipment.

10. Walter Brim - CIAF Art Exhibit \$2,000

Emerging Aboriginal artist Walter Brim will create new works to be exhibited at 2019 Cairns Indigenous Art Fair. This will allow the artist to explore the application of his designs onto various products and provide significant promotional and networking opportunities. The RADF grant will contribute to the costs of professional quality art supplies and materials.

11. Gecko Productions - Kurandascope II \$3,763

Kurandascope II will document the development of Kuranda through the stories of long-term residents; illustrating changes in the built environment, industry and community activities over time. The video will be used by the Kuranda Historic Society, The Kuranda Visitor Information Centre and distributed to schools and libraries. The RADF grant will assist with cinematographer and project manager fees, and editing equipment hire.

RISK IMPLICATIONS**Financial**

Agreements regarding the ongoing maintenance and expected lifespan of murals located in Council parks (projects 2 and 9) will be negotiated with grant recipients. Grant recipients will be responsible for ongoing maintenance and costs for removing artworks can be sourced through future RADF budgets.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

Yes.

Is the expenditure noted above included in the current budget?

The 2018-2019 RADF operating budget incorporates the community grant round allocation.

LINK TO CORPORATE PLAN

Community: An engaged community which supports and encourages effective partnerships to enhance the liveability of the shire and the wellbeing of residents in communities which are resilient and prepared for unforeseen events.

IMPLEMENTATION/COMMUNICATION

Letters will be sent to all applicants informing of funding outcome.

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8.17 2019/20 REGIONAL ARTS DEVELOPMENT FUND (RADF) STRATEGY

Date Prepared: 20 March 2019

Author: Senior Community Wellbeing Officer

Attachments: 1. Regional Arts Development Fund (RADF) Strategy

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's approval of the proposed 2019/20 Regional Arts Development Fund (RADF) Strategy that will form the basis of Council's application to Arts Queensland.

RECOMMENDATION

That Council

1. Adopts the 2019/20 Regional Arts Development Fund Strategy; and
2. Submits an Expression of Interest to Arts Queensland for a \$35,000 Regional Arts Development Fund grant for 2019/20 to build on cultural tourism, public mural partnerships and youth arts engagement activities in the shire; and
3. Co-contributes \$13,000 to the 2019/20 Regional Arts Development Fund Strategy as outlined in this report.

BACKGROUND

The Regional Arts Development Fund (RADF) is delivered as a partnership between the Queensland Government (through Arts Queensland) and eligible local councils across the state. RADF promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions.

Council's application for 2019/20 RADF funding must be submitted to Arts Queensland by 5 April 2019. Eligible councils can apply for funding guided by set population and co-investment tiers. Councils can apply for funding above their population tier maximum where they can provide strong justification.

The 2019/20 RADF Strategy prioritises activities with outcomes in the following areas: cultural tourism (initiatives that develop and promote the community's locally distinct arts, culture and heritage both for members of that community and for visitors), public mural partnerships (between professional artists and private building owners), and engagement of youth in arts, cultural and heritage activities.

It is proposed that the 2019/20 RADF strategy is implemented with two components:

- One Community Grant Round, including grant round promotion and administration of the RADF Advisory Committee (with any remaining funds held for quick response grants throughout the remainder of the 2019/20 financial year),

- One Council-led initiative - Mareeba Heritage Centre - Preservation of historical collections and creation of historical displays at the Mareeba Heritage Museum and consultation with the museum development officer.

It proposed that Council makes a cash co-contribution of \$13,000 to be funded from the proposed 2019/20 operational budget. This will be combined with Council's existing investment of \$10,500 to the Mareeba Heritage Centre (for historical displays and professional consultation fees). This will allow Council to apply for a grant from Arts Queensland of \$35,000. This is the grant amount that Council has received from Arts Queensland for the past two years.

RISK IMPLICATIONS

Financial

Guidelines for the public mural community partnerships will be developed and will set out respective responsibilities for the design, creation and ongoing maintenance of the murals to manage financial, reputational and other risks.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil.

Operating

Yes.

Is the expenditure noted above included in the current budget?

The 2019/20 proposed RADF budget is included in the proposed Council budget 2019/20.

LINK TO CORPORATE PLAN

Community: An engaged community which supports and encourages effective partnerships to enhance the liveability of the shire and the wellbeing of residents in communities which are resilient and prepared for unforeseen events.

IMPLEMENTATION/COMMUNICATION

Public promotion of 2019/20 RADF Community Grant Round and community engagement and promotion of the public murals project.



Mareeba Shire Council

2019 - 2020 Regional Arts Development Fund Strategy

1. Introduction

The Regional Arts Development Fund (RADF) is delivered as a partnership between the Queensland Government through Arts Queensland (AQ) and eligible local councils across the state. RADF promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions. RADF invests in local arts and cultural priorities, as determined by local communities, across Queensland.

RADF is a flexible fund enabling local councils to tailor RADF programs to suit the needs of their communities. The Queensland Government's and local councils' investment in each RADF partnership varies in ratio depending on population tiers, the contribution made by each council and the total amount of funding available. Council applies to Arts Queensland for RADF funding in April each year.

2. Key Features

The 2019 - 2020 RADF Strategy:

- aims to achieve cultural tourism and public art outcomes for the shire and social outcomes for youth,
- continues to cater for the development and participation needs of artists, arts and cultural groups and the wider community,
- is informed by and aligns with community, cultural and corporate plans and with community consultation,
- allocates funding to a council-led initiative, community grants, program administration and promotion,
- supports an Advisory Committee to guide the development and implementation of the Strategy.

The guiding principle is to ensure equitable access to and value from RADF for residents across the entire shire by supporting RADF activities in multiple locations and art forms. The combination of the Council led initiatives and community grants will allow Council to deliver on local arts and cultural priorities. The activities will build local capacity to respond to cultural tourism opportunities and have direct outcomes such as arts participation and increased economic development.

3. Community Consultation

3.1 Community Interests

Community development and engagement work by Council in the last four years shows that there continues to be a high level of interest in opportunities for community groups to deliver cultural tourism outcomes,



including the creation of public art. The RADF Strategy has been developed in consultation with the RADF Advisory Committee, Councillors and informed by recent community consultation. The RADF Advisory Committee has also provided feedback in 2018 (and reconfirmed in 2019) that providing activities for young people is also a priority within the community. There has been high demand for RADF Community Grants, where projects will result in outcomes for one or more of these priority areas.

Council conducted community consultation throughout the shire during July - November 2016. Arts, culture and heritage issues were identified as important in many areas of the shire:

- Beautify and retain character of townscapes for visitors and residents, for example maintaining public art.
- Encourage cultural tourism through interpretive signage, walking trails and brochures that highlight key heritage sites and the natural environment.
- Provision of activities and recreation areas for youth, especially during school holidays, for example, through creative arts workshops.
- Incentives and arts initiatives that encourage economic development.
- Support community arts events, initiatives and activities, including public art activities.

3.2 Community and Cultural Plans

The 2019 - 2020 RADF Strategy has also been informed by and aligns with MSC Corporate Plan and MSC Cultural Plan. There are numerous strategies within these plans that are relevant to the RADF Strategy, including:

- MSC Corporate Plan, Strategy Community 1: *"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."*
- MSC Cultural Plan, Strategy 2.8 *"Encourage communities to access funds for projects that identify, document and/or celebrate their unique stories, towns and lifestyles."*
- MSC Cultural Plan, Strategy 3.8 *"Support community workshops and training initiatives that introduce the broader community to new cultural experiences and offer opportunities to participate in a range of art forms."*
- MSC Cultural Plan, Strategy 7.5 *"Place a priority on supporting cultural business and community tourism initiatives that are not otherwise eligible for funding."*

4. Local Priorities - Cultural Tourism, Public Mural Partnerships and Youth Arts Engagement

The proposed RADF Strategy 2019 - 2020 continues to build on activities conducted over the last three years by making cultural tourism a local priority. Cultural tourism refers to initiatives that develop and promote the community's locally distinct arts, culture and heritage both for members of that community and for visitors.

Facilitating the creation of public art is one way cultural tourism outcomes can be achieved. Public art will contribute to town beautification and community pride. Investment in public murals will be directed towards partnerships between professional artists and private building owners.



The 2019-20 RADF Strategy also aims to achieve social outcomes for youth by providing opportunities for engagement in arts and cultural activities. Youth engagement in arts and cultural activities can enhance wellbeing, connection to the community and community pride.

5. Council-led Initiative

One Council-led initiative will be implemented through the 2019-2020 RADF Strategy, that has significant potential to deliver cultural tourism outcomes for the shire.

- Mareeba Heritage Museum - preservation of historical collections, creation of historical displays and consultation with the Museum Development Officer.

6. Community Grants for Individuals, Groups and Companies

Community grants will be made available to individual artists and arts and cultural groups and organisations. Applications must meet the RADF objectives and may address one of the three local priorities.

RADF has historically been one of the few sources of financial assistance to individual artists and arts workers and this is particularly relevant to communities within the shire with a high population of artists, such as Kuranda. The RADF Strategy will continue to cater for the needs of individual artists and arts workers by offering and boosting the amount allocated to Community Grants.

One Community Grant Round will be conducted September - October 2019 for projects that will be implemented January to December 2020. Bringing the grant round forward will allow Council to respond to community demand in a timely manner as well as bringing the grant round into line with the RADF funding arrangements with Arts Queensland. Any remaining funds will be held aside for community grants requiring a "quick response" throughout the remainder of the 2019 - 2020 financial year.

Grant applications for public murals must be made by professional artists or private building owners and murals must reflect the identity of the shire. Guidelines and application forms will be made available when the grant round opens.

7. Program Plan and Budget

The 2019 - 2020 budget presented below relies on an Arts Queensland contribution of \$35,000 and Council contribution of \$23,500.

2019 - 2020 RADF PROGRAM BUDGET & PLAN

Activity	Budget	Timeframe
Mareeba Heritage Museum (collection preservation, display & consultation)	10,500	Sept 2019 - Aug 2020
Community Grant Round (incl promotion and administration)	48,000	Sept - Oct 2019
Total	58,500	



9. Further Information

For further information about the 2019 - 2020 RADF Strategy, including how to apply for a RADF Community Grant, please contact Mareeba Shire Council.

Senior Community Wellbeing Officer (RADF Officer)

T: 1300 308 461

E: info@msc.qld.gov.au

W: www.msc.qld.gov.au/grants-and-sponsorship

8.18 VISITOR INFORMATION CENTRE TOURISM BROCHURE DISPLAY FEES AND CHARGES 2019/20

Date Prepared: 3 April 2019
Author: Senior Engagement Officer
Attachments: Nil

EXECUTIVE SUMMARY

This report presents the recommended 2019/20 fees and charges for the display of brochures in Visitor Information Centres.

RECOMMENDATION

That Council endorse the 2019/20 fee of \$140 per annum for brochure displays and \$75 per annum for display of additional brochures.

BACKGROUND

The *Visitor Information Centre Tourism Brochure Display Fees and Charges Guideline* outlines fees and consistent arrangements for businesses to display their brochures in the seven accredited Visitor Information Centres (VICs) on the Atherton Tablelands regardless of local government area.

Regional VIC brochure display pricing is matched annually to the Bronze membership price, \$140.00, of the Local Tourism Organisation responsible for destination marketing of the Atherton Tablelands, Tropical Tablelands Tourism (TTT). TTT have advised its Bronze membership price will be maintained at \$140.00 per annum for 2019/20. Tablelands Regional Council (TRC) has advised it is continuing with its Visitor Information Centre Tourism Brochure Display Fees and Charges Guideline. It has increased the additional brochure fee from \$65 to \$75 per annum.

RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

LINK TO CORPORATE PLAN

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

Community: An engaged community which supports and encourages effective partnerships to enhance the liveability of the shire and the wellbeing of residents in communities which are resilient and prepared for unforeseen events.

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

Advise Tablelands Regional Council and Tropical Tablelands Tourism of the adoption of the Visitor Information Centre Tourism Brochure Display Fees and Charges 2019/20 and the Guideline.

8.19 LIBRARY SERVICE FEES AND CHARGES FOR 2019/20

Date Prepared: 9 April 2019

Author: Coordinator Libraries

Attachments: 1. Library Service Fees and Charges 2019/20

EXECUTIVE SUMMARY

This report presents the recommended 2019/20 fees for Library Services for Council's consideration and endorsement.

RECOMMENDATION

That Council adopt the proposed Library Service Fees and Charges for 2019/20.

BACKGROUND

The underlying basis for the proposed fees and charges is to support cost recovery.

It is proposed that there be a change to the Visitor Membership which is currently set at \$46.00 and is underutilized. Visitor members are currently permitted to loan five items, it is proposed that the number of items be reduced to two and the fee reduced to \$20.00. This would result in increased visitor usage.

RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

The 2019/20 Library Fees and Charges have been included in the draft 2019/20 budget.

LINK TO CORPORATE PLAN

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

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

On adoption of the 2019/20 fees Library Management Systems, Council's website and Library materials will be updated.

Description	Cost Recovery Fee (Y/N)	Paragraph of S97(2) of LG Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	Fee/Charge \$	GST (Y/N)
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2019/20 Fees and Charges						
Libraries						
Charges						
Lost charge - Cost value of item plus notice charge & administration fee	N			item	Cost + \$31.00	Y
Overdue notice fee	N			Item	\$5.00	Y
Damaged item charges - items deemed unusable	N			item	Cost + \$15.50	Y
Visitor membership fee	N			unlimited	\$20.00	Y
Replacement CD/DVD cover/cases	N			item	\$5.50	Y
Replacement membership card	N			card	\$6.00	Y
Library bags	N			bag	\$6.00	Y
Book Sale						
Non-fiction - jigsaws - DVD & CD	N			item	\$4.00	Y
Fiction	N			item	\$4.00	Y
Junior books	N			item	\$3.00	Y
Magazines	N			item	\$0.50	Y
Photocopying						
Black & white - A4 per side	N			A4 page	\$0.30	Y
Black & white - A3 per side	N			A3 page	\$0.60	Y
Printing						
Black & white - A4 page	N			A4 page	\$0.30	Y
Colour - A4 page	N			A4 page	\$3.00	Y
Internet						
National & State Library online databases				Free	FREE	
USB Stick	N			Item	\$12.00	Y
WIFI				Free	FREE	
Full PC Use						
Full PC Use is offered at no cost for the first hour, with fees to apply thereafter depending on availability						
Library member, additional time per 1/2 hour or part thereof	N			30 min	\$2.00	Y
Library member + Concession Card (Seniors, Veterans, Health Care), additional time per 1/2 hour or part thereof	N			30 min	\$1.00	Y
Non-Library members, additional time per 1/2 hour or part	N			30 min	\$3.00	Y

Description	Cost Recovery Fee (Y/N)	Paragraph of S97(2) of LG Act 2009 under which fee is fixed	Provision of Local Government Act	Unit	Fee/Charge \$	GST (Y/N)
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thereof						
Non-Library members, additional time per hour or part thereof	N			60 min	\$6.00	Y

Inter Library Loan (ILL)						
University Loan charge	N			University Library	\$16.50	Y
Processing Charge for uncollected items	N			Uncollected item	\$15.00	Y
Replacement Inter Library Loan wrapper	N			Per item label	\$5.00	y
Freight	N			Freight per item	\$2.50	Y

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8.20 STANDING ORDERS (MEETING PROCEDURES) FOR COUNCIL MEETINGS

Date Prepared: 26 March 2019

Author: Director Corporate and Community Services

Attachments: 1. Standing Orders (meeting procedures) for Council Meetings

EXECUTIVE SUMMARY

Council adopted new Standing Orders (Meeting Procedures) for Council Meetings on 21 November 2018. These procedures incorporated the model meeting procedures as provided by the Queensland Government to address amendments to the *Local Government Act 2009*.

RECOMMENDATION

That Council:

1. Repeals the Standing Orders (Meeting Procedures) for Council Meetings adopted on 21 November 2018; and
2. Adopts the amended Standing Orders (Meeting Procedures) for Council Meetings as attached.

BACKGROUND

Council's attention is drawn to two sections within the Standing Orders (Meeting Procedures) which have been added as a result of an internal review of policies. The following paragraphs have been added to Section 3.2.4 Petitions (page 3):

1. A petition must be forwarded or handed to the CEO, who shall take reasonable steps to check the validity of the petition and include it on the agenda for the next ordinary meeting of Council. Noting that the agenda closes 7 days prior to a meeting.
2. A petition may be presented to a meeting of Council by a Councillor who, before presenting the petition, shall, as far as practicable, become acquainted with the subject matter of the petition. A Councillor, on presenting a petition to a meeting, shall:
 - (a) state the nature of the petition; and
 - (b) read the petition.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

The revised document is to be published on the Council's website.



Standing Orders (Meeting Procedures) for Council Meetings

Policy Type	Governance Policy	Version	3.0
Responsible Officer	Manager Development and Governance	Date Approved	17 April 2019
Review Officer	Manager Development and Governance	Review Due	21 November 2022
Author	Director Corporate and Community Services	Commencement	17 April 2019

1. PURPOSE

The purpose of the Standing Orders (meeting procedures) for Council Meetings is to provide written rules for the orderly conduct of Council Meetings.

As required under section 150F of the *Local Government Act 2009* (LGA) this policy also sets out:

- the process for how a Chairperson of a Local Government meeting may deal with instances of unsuitable conduct by Councillors in Local Government meetings and Local Government committee meetings; and
- the process for how suspected inappropriate conduct of a Councillor referred by the Independent Assessor (the Assessor) is to be dealt with at a Local Government meeting.

It is intended that these procedures will help strengthen public confidence in Local Government to deal with the conduct of Councillors in meetings.

2. SCOPE

This policy applies to all meetings of the Mareeba Shire Council, other than a post election meeting.

3. POLICY STATEMENT

3.1 STANDING ORDERS

1. These Standing Orders apply to all meetings of Council and any standing Committees.
2. Any provision of these Standing Orders may be suspended by resolution of any meeting of Council. A separate resolution is required for any such suspension and must specify the application and duration of each suspension.
3. Where at a Council meeting a matter arises which is not provided for in these Standing Orders, such matters shall be determined by resolution of Council upon a motion which may be put without notice but otherwise in conformity with these Standing Orders.

3.2 PROCEDURES FOR MEETINGS OF COUNCIL – INCLUDING REFERRALS FROM THE INDEPENDENT ASSESSOR

3.2.1 Presiding Officer

1. The Mayor will preside at a meeting of Council.

Standing Orders for Council Meetings

2. If the Mayor is absent or unavailable to preside, the Deputy Mayor will preside.
3. If both the Mayor and the Deputy Mayor are absent or unavailable to preside, a Councillor chosen by the Councillors present at the meeting will preside at the meeting.

3.2.2 Order of Business

1. The order of business shall be determined by resolution of Council from time to time. The order of business may be altered for a particular meeting where the Councillors at that meeting pass a motion to that effect. A motion to alter the order of business may be moved without notice.
2. Unless otherwise altered, the order of business shall be as follows:
 - Attendances
 - Apologies and granting of leaves of absence
 - Confirmation of Minutes
 - Officers Reports
3. The minutes of a preceding meeting whether an ordinary or a special meeting, not previously confirmed shall be taken into consideration, at every ordinary meeting of Council, in order that such minutes may be confirmed and no discussion shall be permitted with respect to such minutes except with respect to their accuracy as a record of the proceedings.

3.2.3 Agendas

1. The Agenda may contain:
 - Apologies / leave of absence/absence on Council business
 - Bereavements / condolences
 - Declaration of any material personal interests / conflicts of interest
 - Confirmation of minutes of previous meetings
 - Business arising out of minutes of previous meetings
 - Deputations and delegations
 - Mayoral minutes
 - Notified motions
 - Consideration of officers' reports to Council
 - General business
 - Consideration of closed session matters
 - Notice of next meeting
2. Business not on the Agenda or fairly arising from the Agenda shall not be considered at any Meeting unless permission for that purpose is given by Council at such meeting. Business must be in accordance with the adopted Terms of Reference for each Committee.
3. Matters considered under General Business shall only include non-substantive issues ie requests for a report to be prepared or leave of absence.
4. In terms of transparency and good governance, the items that Council should be making substantive decisions about should be contained in the public agenda and as such, General Business should not allow for making of decisions on matters of public interest.

Standing Orders for Council Meetings

3.2.4 Petitions

1. Any petition presented to a meeting of Council shall:
 - be in legible writing or typewritten and contain a minimum of ten (10) signatures;
 - must include the name and contact details of the Principal Petitioner (i.e., one person who is the organiser and who will act as the key contact for the issue);
 - include the postcode of all petitioners; and
 - have the details of the specific request/matter appear on each page of the petition.
2. A petition must be forwarded or handed to the CEO, who shall take reasonable steps to check the validity of the petition, and include it on the agenda for the next ordinary meeting of Council. Noting that the agenda closes 7 days prior to a meeting.
3. A petition may be presented to a meeting of Council by a Councillor who, before presenting the petition, shall, as far as practicable, become acquainted with the subject matter of the petition. A Councillor, on presenting a petition to a meeting, shall:
 - (a) state the nature of the petition; and
 - (b) read the petition.
4. Where a Councillor presents a petition to a meeting of Council no debate on or in relation to it shall be allowed and the only motion which may be moved is that the petition be received; or received and referred to a committee or officer for consideration and a report to Council; or not be received because it is deemed invalid.
5. Council will respond to the Principal Petitioner in relation to all petitions deemed valid.

3.2.5 Deputations

1. A deputation wishing to attend and address a meeting of Council shall apply in writing to the CEO not less than seven (7) clear days before the meeting.
2. The CEO, on receiving an application for a deputation shall notify the Chair who shall determine whether the deputation may be heard. The CEO shall inform the deputation of the determination in writing. Where it has been determined the deputation will be heard, a convenient time shall be arranged for that purpose, and a time period allowed.
3. A Council may decide to accept or not accept a deputation request. For deputations comprised of three or more persons, only three persons shall be at liberty to address Council unless the Councillors at the meeting determine otherwise by resolution. A deputation shall be given adequate opportunity to explain the purpose of the deputation.
4. If a member of the deputation other than the appointed speakers interjects or attempts to address the Council, the Chair may finalise the deputation.
5. The Chair may terminate an address by a person in a deputation at any time.

Standing Orders for Council Meetings**3.3 MOTIONS****3.3.1 *Motions***

1. A Councillor is required to 'propose' a motion and then another Councillor is required to 'second' the motion.
2. When a motion has been moved and seconded, it shall become subject to the control of Council and shall not be withdrawn without the consent of Council.
3. Other Councillors can propose amendments to the motion which must be voted on before voting on the final motion.
4. A motion brought before a meeting of Council in accordance with the Act or these Standing Orders shall be received and put to the meeting by the Chair. The Chair may require a motion or amendment to a motion to be stated in full or be in writing before permitting it to be received.
5. The Chair may call the notices of motion in the order in which they appear on the agenda, and where no objection is taken to a motion being taken as a formal motion, the Chair may put the motion to the vote without discussion.
6. Where a Council wishes to propose a specific motion this must be submitted to the CEO for inclusion in the Agenda seven (7) days prior to the meeting.

3.3.2 *Absence of Mover of Motion*

1. Where a Councillor who has given notice of a motion is absent from the meeting of Council at which the motion is to be considered, the motion may be:
 - moved by another Councillor at the meeting; or
 - deferred to the next meeting.

3.3.3 *Motion to be seconded*

1. A motion or an amendment to a motion shall not be debated at a meeting of Council unless or until the motion or the amendment is seconded, with the exception of Procedural Motions.

3.3.4 *Amendment of Motion*

1. An amendment to a motion shall be in terms which retain the identity of the original motion and does not contradict the motion.
2. Not more than one motion or one proposed amendment to a motion may be put before a meeting of Council at any one time.
3. Where an amendment to a motion is before a meeting of Council, no other amendment to the motion shall be considered until after the first amendment has been put.
4. Where a motion is amended by another motion, the original motion shall not be put as a subsequent motion to amend that other motion.

Standing Orders for Council Meetings

3.3.5 Speaking to motions and amendments

1. The mover of a motion or amendment shall read it and shall state that it is so moved but shall not speak to it until it is seconded.
2. The Councillor who proposed the motion is given the option of speaking first on the motion. The Chair then calls on any councillor who wishes to speak against the motion. Councillors will then alternate speaking for or against the motion until all Councillors who wish to speak have had the opportunity.
3. A Councillor may make a request to the Chair for further information before or after the motion or amendment is seconded.
4. A motion or amendment may be withdrawn by the mover thereof with the consent of Council, which shall be signified without debate, and a Councillor shall not speak upon such motion or amendment thereof after the mover has been granted permission by Council for its withdrawal.
5. The mover of a motion shall have the right to reply. The mover of any amendment shall have no right of reply. Each Councillor shall speak no more than once to the same motion or same amendment except as a right of reply.
6. Each speaker shall be restricted to not more than five (5) minutes unless the Chair rules otherwise.
7. Where two or more Councillors indicate they may wish to speak at the same time, the Chair shall determine who is entitled to priority.
8. Where a decision is made at a meeting involving either or both of the following:
 - (a) entering into a contract the total value of which is more than the greater of:
 - \$200,000 (ex GST) or;
 - 1% of the net rates and utility charges (or such other amounts as may be specified by legislation from time to time); and/or
 - (b) is inconsistent with the policy or approach:
 - ordinarily followed by the local government for that type of decision or;
 - previously adopted by the local government and which is still in force

and that decision is also inconsistent with a recommendation or advice given to Council by officers, the minutes of the meeting must include a statement of the reasons for not adopting the recommendation or advice. (reference S273 Local Government Regulation 2012).

3.3.6 Method of taking vote

1. The Chair will call for all Councillors in favour of the motion to indicate their support. The Chair will then call for all Councillors against the motion to indicate their objection. A Councillor may call for a 'division' to ensure their objection to the motion is recorded in the minutes. A call for a division must be made before the Chair calls for the vote. If a division is taken, the minute secretary shall record the names of Councillors voting in the affirmative and of those voting in the negative. The Chair shall declare the result of a vote or a division as soon as it has been determined.
2. Councillors have the right to request that their names and how they voted be recorded in the minutes if they so request, for voting other than by Division.

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Standing Orders for Council Meetings

3. Except upon a motion to rescind or alter it, the resolution shall not be discussed after the vote has been declared.
4. If a report contains distinct recommendations, the decision of Council may be taken separately on each recommendation.

3.3.7 Rescinding or altering resolutions

1. A resolution of Council may not be altered or rescinded unless notice of motion is given in accordance with the requirements of the Local Government Act 2009 or the Local Government Regulation 2012.
2. Where a motion to rescind or alter a resolution is lost, a motion of the same or like effect shall not be moved until at least three months after the date on which the first mentioned motion to rescind or alter was lost.
3. Councillors present at the meeting at which a motion to rescind or alter a resolution is put, may defer consideration of that motion. Such deferral shall not be longer than three months.

3.3.8 Procedural motions

1. A Councillor at a meeting of Council may, during the debate of a matter at the meeting, move, as a procedural motion, without the need for a seconder the following motions:
 - that the question/motion be now put
 - that the motion and amendment now before the meeting be adjourned
 - that the meeting proceed to the next item of business
 - that the question lie on the table
 - a point of order
 - a motion of dissent against the Chair's decision
 - that this report/document be tabled
 - to suspend the rule required that....
 - that the meeting stand adjourned
2. A procedural motion, that the question be put, may be moved and where such a procedural motion is carried, the Chair shall immediately put the question to the motion or amendment to that motion under consideration. Where such procedural motion is lost, debate on the motion or amendment to that motion shall continue.
3. The procedural motion, that the motion and amendment now before the meeting be adjourned, may specify a time or date, to which the debate shall be adjourned. Where no date or time is specified,
 - a further motion may be moved to specify such a time or date; or
 - the matter about which the debate is to be adjourned, shall be included in the business paper for the next meeting.
4. Where a procedural motion, that the meeting proceed to the next item is carried, debate on the matter that is the subject of the motion shall cease and may be considered again by Council on the giving of notice in accordance with the Standing Orders.
5. A procedural motion, that the question lie on the table, shall only be moved where the Chair or a Councillor requires additional information on the matter before the meeting (or the result of

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Standing Orders for Council Meetings

some other action of Council or person is required) before the matter may be concluded at the meeting. Where such a procedural motion is passed, the Council shall proceed with the next matter on the business paper. The motion, that the matter be taken from the table, may be moved at the meeting at which the procedural motion was carried or at any later meeting.

6. Any Councillor may ask the Chair to decide on a 'point of order' where it is believed that another Councillor has:
 - failed to comply with proper procedures,
 - is in contravention of the Local Government Act/Regulations, or
 - is beyond the jurisdiction power of Council.

Points of order cannot be used as a means of contradicting a statement made by the Councillor speaking. Where a 'point of order' is moved, consideration of the matter to which the motion was moved shall be suspended subject to clause 2 in the section titled 'Method of taking vote' as outlined above. The Chair shall determine whether the point of order is upheld.

Upon the question of order suddenly arising during the process of a debate, a Councillor may raise a point of order, and thereupon the Councillor against whom the point of order is raised, shall immediately cease speaking. Notwithstanding anything contained in these standing orders to the contrary, all questions or order at any time arising shall, until decided, suspend the consideration and decision of every other question.

7. A Councillor may move 'a motion of dissent' in relation to a ruling of the Chair on a point of order. Where such motion is moved, further consideration of any matter shall be suspended until after a ruling is made. Where a motion of dissent is carried, the matter to which the ruling of the Chair was made shall proceed as though that ruling had not been made. Where as a result of that ruling the matter was discharged as out of order, it shall be restored to the business paper and be dealt with in the normal course of business.
8. The motion, 'that this report/document be tabled', may be used by a Councillor to introduce a report or other document to the meeting. On tabling the document, it ceases to be a confidential document and is available for public scrutiny.
9. A procedural motion, "to suspend the rule requiring that", may be made by any Councillor in order to permit some action that otherwise would be prevented by a procedural rule. A motion to suspend a rule shall specify the duration of such a suspension.
10. A procedural motion, that the meeting stands adjourned, may be moved by a Councillor at the conclusion of debate on any matter on the business paper or at the conclusion of a Councillor's time for speaking to the matter, and shall be put without debate. Such a procedural motion will specify a time for the resumption of the meeting and on resumption of the meeting the Council shall continue with the business before the meeting at the point where it was discontinued on the adjournment.

3.3.9 Conduct during Meetings

1. Councillors will conduct themselves in accordance with the principles of the LGA and the standards of behavior set out in the Code of Conduct. The Chairperson may observe or be made aware of instances of possible unsuitable meeting conduct.
2. After a meeting of Council has been formally constituted and the business commenced, a Councillor shall not enter or leave from such meeting without first notifying the Chair.

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3. Councillors shall speak of each other during the Council meeting by their respective titles, "Mayor" or "Councillor", and in speaking of or addressing officers shall designate them by their respective official or departmental title, and shall confine their remarks to the matter then under consideration.
4. No Councillor who is speaking shall be interrupted except upon a point of order being raised either by the Chair or by a Councillor.
5. When the Chair speaks during the process of a debate, the Councillor then speaking or offering to speak shall immediately cease speaking, and each Councillor present shall preserve strict silence so that the Chair may be heard without interruption.

3.4 QUESTIONS

1. A Councillor may at a Council meeting ask a question for reply by another Councillor or an officer regarding any matter under consideration at the meeting. A question shall be asked categorically and without argument and no discussion shall be permitted at the meeting of Council in relation to a reply or a refusal to reply to the question. A Councillor or officer to whom a question is asked without notice may request that the question be taken on notice for the next Meeting.
2. A Councillor who asks a question at a meeting, whether or not upon notice, shall be deemed not to have spoken to the debate of the motion to which the question relates.
3. The Chair may disallow a question which is considered inconsistent with an acceptable request or good order, provided that a Councillor may move a motion that the Chair's ruling be disagreed with, and if such motion be carried the Chair shall allow such question.

3.5 MAINTENANCE OF GOOD ORDER**3.5.1 *Disorder***

1. The Chair may, where disorder by other than a Councillor arises at a meeting of Council, adjourn the meeting. On resumption of the meeting, the Chair shall move a motion, which shall be put without debate, to determine whether the meeting shall proceed. Where such a motion is lost, the Chair shall declare the meeting closed, and any outstanding matters referred to a future meeting.

3.5.2 *Business of Objectionable nature*

1. If, at a meeting of Council, the Chair or a Councillor considers that a matter or motion before a meeting is of an objectionable nature or outside the powers of Council, the Chair or another Councillor may move a motion to declare a point of order that the matter not be considered further.

3.6 ATTENDANCE AND NON-ATTENDANCE**3.6.1 *Attendance of public media at meeting***

1. An area shall be made available at the place where any meeting of Council is to take place for members of the public to attend the meeting and as many members of the public as reasonably can be accommodated in that area shall be permitted to attend the meeting.

Standing Orders for Council Meetings

2. When the Council is sitting in Closed Session, the public and representatives of the media shall be excluded.
3. The resolution that Council proceed into Closed Session must specify the nature of the matters to be considered and these matters must be in accordance with Section 275 *Local Government Regulation 2012*. The Chair may direct any persons improperly present to withdraw immediately. Council must not make a resolution (other than a procedural resolution) in a closed session. Council must resolve to move out of closed session so that a resolution can be passed on the matters considered in Closed Session.

3.6.2 Public Participation at meetings

1. Except when invited to do so by the Chair, a member of the public shall not take or attempt to take part in the proceeding of a meeting.
2. In each Meeting, time may be required to permit members of the public to address the Council on matters of public interest related to local government. The time allotted shall not exceed fifteen minutes and no more than three speakers shall be permitted to speak at any one meeting. The right of any individual to address the Council during this period shall be at the absolute discretion of Council.
3. If any address or comment is irrelevant, offensive, or unduly long, the Chair may require the person to cease making the submission or comment.
4. For any matter arising from such an address, Council may take the following actions:
 - refer the matter to a committee
 - deal with the matter immediately
 - place the matter on notice for discussion at a future meeting
 - note the matter and take no further action.
5. During a debate on a motion, the Chair may invite submission, comments or questions from members of the public.
6. Any person addressing the Council shall stand and act and speak with decorum and frame any remarks in respectful and courteous language.
7. Any person who is considered by the Council or the Mayor to be unsuitably dressed may be directed by the Mayor or Chairperson to immediately withdraw from the meeting. Failure to comply with such a request may be considered an act of disorder.

3.7 PROCESS FOR DEALING WITH UNSUITABLE MEETING CONDUCT BY A COUNCILLOR IN A MEETING

While Councillors generally will conduct themselves in accordance with the principles of the LGA, the Chairperson may observe or be made aware of instances of possible unsuitable meeting conduct.

When dealing with an instance of unsuitable conduct by a Councillor in a meeting, the following procedures must be followed:

1. The Chairperson must decide whether or not unsuitable meeting conduct has been displayed by a Councillor.

Standing Orders for Council Meetings

2. If the Chairperson decides the unsuitable meeting conduct has occurred, the Chairperson must consider the severity of the conduct and also if the Councillor has had any previous warnings issued. If the Chairperson decides the conduct is of a serious nature, section 3.7, item 7 for the steps to be taken.
3. If the Chairperson decides unsuitable meeting conduct has occurred but is of a less serious nature, the Chairperson may request the Councillor take remedial actions such as:
 - Ceasing the unsuitable meeting conduct and refraining from exhibiting the conduct
 - Apologising for their conduct
 - Withdrawing their comments.
4. If the Councillor complies with the Chairperson's request for remedial action, no further action is required.
5. If the Councillor fails to comply with the Chairperson's request for remedial action, the Councillor may warn the Councillor that failing to comply with the request may result in an order being issued.
6. If the Councillor complies with the Chairperson's warning and request for remedial action, no further action is required.
7. If the Councillor still continues to fail to comply with the Chairperson's request of remedial action, the Chairperson may make one or more of the orders below:
 - an order reprimanding the Councillor for the conduct
 - an order requiring the Councillor to leave the meeting, including any area set aside for the public and stay out for the duration of the meeting.
8. If the Councillor fails to comply with an order to leave and stay away from the meeting, the Chairperson can issue an order that the Councillor be removed from the meeting.
9. Following the completion of the meeting, the Chairperson must ensure:
 - (a) details of any order issued is recorded in the minutes of the meeting
 - (b) if it is the third (3rd) or more order within a 12-month period made against a Councillor or the Councillor has refused to leave following an order issued to leave the meeting,
 - (c) these matters are to be dealt with at the next meeting of the Local Government and treated as inappropriate conduct pursuant to the LGA.
 - (d) the Local Government's Chief Executive Officer is advised to ensure details of any order made must be updated in the Local Governments Councillor Conduct Register pursuant to the LGA.

Any Councillor aggrieved with an order issued by the Chairperson can move a motion of dissent for parts 1, 7 and 8 above.

3.8 MEETING PROCESS FOR DEALING WITH SUSPECTED INAPPROPRIATE CONDUCT WHICH HAS BEEN REFERRED TO A LOCAL GOVERNMENT

Pursuant to section 150AF of the LGA, after receiving a referral by the Assessor or under section 3.7, item 9(b) of this document of an instance of suspected inappropriate conduct to deal with, the Local Government must complete an investigation into the conduct.

After the completion of the investigation, the Local Government must decide whether the Councillor has engaged in inappropriate conduct under this procedure in a Council meeting, unless it has delegated responsibility for this decision under section 257 of the LGA.

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Standing Orders for Council Meetings

When dealing with an instance of suspected inappropriate conduct which has been referred to a Local Government by the Assessor, the Local Government must:

1. Be consistent with the Local Government principle of transparent and accountable decision making in the public interest, when dealing with suspected inappropriate conduct in an open meeting of the Council. However, where the complainant or other parties may be adversely affected due to the nature of the complaint, the Council may resolve to go into closed session under section 275 of the *Local Government Regulation 2012* (the LGR).
2. When deliberating on the issue the subject Councillor must leave the place where the meeting is being held, including any area set aside for the public. Should the complainant be a Councillor, that Councillor must declare a conflict of interest and leave the place where the meeting is being held, including any area set aside for the public or provide a detailed explanation on how it would be in the public interest for the complainant Councillor to stay.
3. The Local Government should then debate the issue and decide whether the accused Councillor engaged in inappropriate conduct.
4. If the Local Government decides that the subject Councillor has engaged in inappropriate conduct, the Local Government is then required to decide what penalty or penalties from the following orders if any to impose on the subject Councillor:
 - an order that the Councillor make a public admission that the Councillor has engaged in inappropriate conduct
 - an order reprimanding the Councillor for the conduct
 - an order that the Councillor attend training or counselling to address the Councillor's conduct, including at the Councillor's expense
 - an order that the Councillor be excluded from a stated Local Government meeting
 - an order that the Councillor is removed, or must resign, from a position representing the Local Government, other than the office of Councillor, for example, the Councillor
 - is ordered to resign from an appointment representing the Local Government on a State board or committee
 - an order that if the Councillor engages in the same type of conduct again, it will be treated as misconduct
 - an order that the Councillor reimburse the Local Government for all or some of the costs arising from the Councillor's inappropriate conduct.
5. When making an order, the Local Government can take into consideration any previous inappropriate conduct of the Councillor, and any allegation made in the investigation that was admitted, or not challenged and that the Local Government is reasonably satisfied is true.
6. The subject Councillor and where relevant the complainant Councillor, must be invited back into the place where the meeting is being held once a decision has been made.
7. The Local Government must ensure the meeting minutes reflect the resolution made.

3.8.1 Material Personal Interest

Councillors are ultimately responsible for disclosing a material personal interest on matters to be discussed at a Local Government or committee meeting. When dealing with a material personal interest, Councillors must abide by the following procedures:

Standing Orders for Council Meetings

1. A Councillor with a material personal interest must inform the meeting of the Local Government of their material personal interest and set out the nature of the interest, including:
 - The name of the person or other entity who stands to gain a benefit, or suffer a loss, depending on the outcome of the consideration of the matter at the meeting
 - How a person or other entity stands to gain the benefit or suffer the loss
 - If the person or other entity who stands to gain the benefit or suffer the loss is not the Councillor – the nature of the Councillor's relationship to the person or entity.
2. The Councillor must then leave the place of the meeting and stay away while the matter is being discussed and voted on unless the subject Councillor has Ministerial approval to participate in the matter.
3. In the event the majority of Councillors have a material personal interest regarding a matter:
 - the Local Government must resolve to delegate the consideration and decision on the matter, pursuant to section 238 of the LGA; or
 - if the matter cannot be delegated under the section 238 of the LGA, the Local Government should seek Ministerial approval for the Councillors to be able to consider and vote on the matter, subject to conditions the Minister for Local Government may impose.
4. Once the Councillor has left the area where the meeting is being conducted, the Local Government can continue discussing and deciding on the matter at hand.
5. The Chairperson is responsible for ensuring that the minutes contain the Councillor's declaration in addition to the necessary information as listed below:
 - The name of the Councillor who has a material personal interest in the matter
 - The material personal interest, including the particulars mentioned by the Councillor regarding the material personal interest
 - Whether the Councillor participated in the meeting, or was present during the meeting, under an approval granted by the Minister for Local Government.
6. Should a Councillor disclose a material personal interest it must be recorded in the meeting minutes and provided on the Local Government's website in accordance with the LGA.

3.8.2 Conflict of Interest

Councillors are ultimately responsible for disclosing of a real or perceived conflict of interest on matters to be discussed at a Local Government or committee meetings. When dealing with a conflict of interest, Councillors must abide by the following procedures:

1. A Councillor with a real or perceived conflict of interest must inform the meeting of the Local Government of their conflict of interest and set out the nature of the interest, including:
 - The nature of the interests
 - If the Councillors personal interest arise because of the Councillors relationship with, or receipt of a gift or benefit from, another person, then:
 - the name of the other person
 - the nature of the relationship or value and date of receipt of the gift or benefit received
 - the nature of the other persons interests in the matter
 - name of the person or other entity who will be advantaged or disadvantaged depending on the outcome of the consideration of the matter at the meeting.

Standing Orders for Council Meetings

2. In the event a Councillor suspects that another Councillor has not informed the meeting of a real or perceived conflict of interest concerning a matter being discussed in a meeting they are obliged to advise the meeting of the suspected conflict.
3. The subject Councillor must then be provided the opportunity to address the meeting about the potential need to make a declaration of conflict of interest. This could include prior advice from the Integrity Commissioner on the potential conflict of interest.
4. The subject Councillor must leave the meeting or advise the other Councillors why they believe they are able to act in the public interest while remaining in the meeting. The subject Councillor must then leave the meeting.
5. The Councillors must then decide whether the subject Councillor has a real or perceived conflict of interest or could reasonably be taken to have a conflict of interest in the matter.
6. If the Councillors decide there is no conflict of interest, the subject Councillor may return to the meeting and the meeting may continue.
7. If the Councillors decide there is a conflict of interest they must then decide whether the subject Councillor can participate in the meeting including voting in the public interest on the matter or whether the Councillor should remain out of the meeting while the matter is being discussed and voted on.
8. When deciding whether a Councillor may stay in a meeting and vote following declaration of a conflict of interest, the Councillors must consider significant variables such as:
 - The size or significance of the benefit the subject Councillor stands to receive or benefit
 - The benefit the subject Councillor stands to receive versus the benefit the community stands to receive from the potential decision
 - The closeness of any relationship the subject Councillor may have with a given person or group
9. In making the decision under part 8, it is irrelevant how the subject Councillor intended to vote on the issue or any other issue.
10. In the event the majority of Councillors have a conflict of interest regarding a matter:
 - the Local Government must resolve to delegate the consideration and decision on the matter, pursuant to section 238 of the LGA; or
 - if the matter cannot be delegated under the section of the LGA, the Local Government should seek Ministerial approval for the Councillors to be able to consider and vote on the matter, subject to conditions the Minister for Local Government may impose.
11. Where a conflict of interest has been declared, the Chairperson must ensure the minutes of the meeting and the Local Governments website are updated and record:
 - The name of the Councillor who has declared the conflict of interest
 - The nature of the personal interest, as described by the Councillor
 - If the Councillor voted on the matter, how they voted
 - How the majority of Councillors voted on the matter.

3.8.3 Closed Meetings

Local Government and standing committees may resolve that a meeting be closed to the public if its Councillors or members consider it necessary to discuss any of the following matters:

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Standing Orders for Council Meetings

- Appointment, dismissal or discipline of employees
- Industrial matters affecting employees
- Local Government's budget
- Rating concessions or contracts proposed to be made by the Local Government or starting or defending legal proceedings involving the Local Government
- Any action to be taken by the Local Government under the Planning Act 2009 (PA), including applications made to it under the PA
- Business for which a public discussion would be likely to prejudice the interests of the Local Government or someone else or enable a person to gain a financial advantage.

A Local Government or committee must not make a resolution (other than procedural) in a closed session meeting. A Local Government cannot go into closed session if any person is to take part in the meeting by teleconferencing.

1. To take an issue of accountability and transparency, the Local Government must first pass a resolution to do so.
2. In the interests of accountability and transparency, the Local Government must specify the nature of the matter to be discussed and the reasoning of the Councillors for going into closed session.
3. If the matter is known in advance, the agenda should clearly identify that the matter will be considered in closed session and name the topic to be discussed and a brief explanation of why it is deemed necessary to take the issue into closed session.
4. The minutes of a Local Government must clearly detail the matter discussed and reasoning for discussing the matter in closed session. The Local Government must also ensure they comply with the statutory obligations associated with recording of passed resolutions.

3.9 PROCEDURES NOT PROVIDED FOR

If an appropriate or adequate method of dealing with any matter is not provided for in the Standing Orders, the method of dealing with the matter may be determined by resolution upon a motion which may be put without notice in conformity with the local law and Standing Orders.

3.10 AMENDMENT OF STANDING ORDERS

Standing Orders are a Council policy and can be amended by resolution of Council at any time.

4. REPORTING

No additional reporting is required

5. DEFINITIONS

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

conduct includes—

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

Standing Orders for Council Meetings

inappropriate conduct see section 150K of the LGA

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

LGA means the *Local Government Act 2009 (the Act)*

local government meeting means a meeting of—

(a) a local government; or

(b) a committee of a local government.

misconduct see section 150L of the LGA

unsuitable meeting conduct see section 150H of the LGA

6. RELATED DOCUMENTS AND REFERENCES

Code of Conduct for Councillors

Councillors Conduct Register

Investigations Policy

Local Government Act 2009

7. REVIEW

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

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9 INFRASTRUCTURE SERVICES

9.1 GRANT FUNDING FOR INFRASTRUCTURE PROJECTS

Date Prepared: 9 April 2019
Author: Director Infrastructure Services
Attachments: Nil

EXECUTIVE SUMMARY

Council has applied for and received grant funding from the Queensland Government under the Building our Regions program Round 4 towards two (2) projects: Barang Street Sewerage Pump Station Upgrade and Mareeba Industrial Park Expansion. Since the funding has been approved, Council is required to confirm its funding co-contributions towards these projects.

Council is eligible to apply for funding through the Queensland Government's Disaster Resilience Fund. It is proposed to lodge an application for funding for the Chillagoe Town Drinking Water Reservoir and for Council to commit its funding co-contribution towards the project.

RECOMMENDATION

That Council:

1. Confirms its funding co-contributions towards Building our Regions funding for the Barang Street Sewerage Pump Station Upgrade and Mareeba Industrial Park Expansion; and
2. Endorses the grant application under the Disaster Resilience Fund for the Chillagoe Town Drinking Water Reservoir and commits its funding co-contribution towards the project if successful.

BACKGROUND

Building our Regions Round 4

Council received confirmation in March 2019 that applications for funding under Building our Regions Round 4 were successful for the Barang Street Sewerage Pump Station Upgrade and the Mareeba Industrial Park Expansion.

State funding of \$450,000 will be matched by \$450,000 from Mareeba Shire Council for Barang Street Sewerage Pump Station, bringing total project funding to \$900,000. Tenders are presently being invited for this project which will increase capacity of the existing pump station.

Mareeba Industrial Park will undergo a \$3.5 million expansion after receiving \$1,490,000 of State funding with the remainder to be funded by Mareeba Shire Council. Design is presently underway for this project which includes extension to the road network to connect Keegan Street and Effley Street to create more industrial lots for sale.

Disaster Resilience Fund

The Queensland Reconstruction Authority is providing funding to support delivery of disaster resilience and mitigation projects through Round 1 of the Disaster Resilience Fund. The funding aims to support projects that align with Queensland Strategy for Disaster Resilience objectives, improve disaster preparedness, response and recovery, are cost effective, evidence-based and address priorities identified in Queensland State Natural Hazard Risk Assessment 2017.

The Chillagoe Drinking Water Reservoir project is presently unfunded and grant funding is needed to proceed with the project. Currently Chillagoe is served by aging steel reservoirs which will not provide adequate supply in the event of a natural disaster damaging this infrastructure. The project will replace the existing reservoirs with a new reservoir, increasing the holding capacity from 190KL usable capacity to 500KL, and improving resilience against multiple types of disaster events. If Council is successful in obtaining the grant, co-contribution funding will be allocated in the 2019/20 Capital Works budget.

RISK IMPLICATIONS

Financial

External grant funding, in addition to a co-contribution from Council is required to proceed with these projects.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

\$450,000 from Council for Barang Street Sewerage Pump Station is allocated in the 2018/19 budget to match State funding of \$450,000.

\$2.01 million of funding for Mareeba Industrial Park Expansion will be allocated in the 2019/20 budget to match State funding of \$1,490,000. Council's contribution will be largely loan funded as this is a commercial operation and costs will be fully recoverable through future land sales.

Up to \$400,000 of funding will be allocated in the 2019/20 budget towards the Chillagoe Drinking Water Reservoir project if Council is successful in receiving grant funding.

Is the expenditure noted above included in the current budget?

Yes - Barang Street Sewerage Pump Station

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

Remainder of funding to be included in the 2019/20 budget.

Operating

Nil.

LINK TO CORPORATE PLAN

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

Community: An engaged community which supports and encourages effective partnerships to enhance the liveability of the shire and the wellbeing of residents in communities which are resilient and prepared for unforeseen events.

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

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

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

Nil.

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9.2 MAREEBA AIRPORT UPGRADING - MARCH 2019 PROGRESS REPORT

Date Prepared: 26 March 2019
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

Council has received grant funding from the Australian and Queensland governments towards the upgrading of the Mareeba Airport.

At its Ordinary Meeting of 21 March 2018, Council resolved to award Contract TMSC2017-27 Mareeba Airport Upgrade to FGF Developments Pty Ltd, with works commencing onsite mid-April 2018.

The purpose of this report is to provide an update on progress of the Mareeba Airport Upgrade project.

RECOMMENDATION

That Council receives the March 2019 progress report on the Mareeba Airport Upgrade Project.

BACKGROUNDFunding

Council has received \$13 million from the Queensland State Government's Royalties for Regions program and \$5 million from the Australian Government's National Stronger Regions Fund towards the upgrading of the Mareeba Airport.

Additional funding of \$5 million has been secured under the Australian Government's Building Better Regions Fund (BBRF) to undertake lengthening and strengthening of the runway, taxiways and airfield ground lighting, bringing the total project budget to \$23 million.

Programme and Progress

A programme of works has been prepared which reflects the works and commitment made by Council in the funding agreements. This programme will be updated at fortnightly meetings of the Project Team, which includes Council, FGF and Council's Consultant Contract Management representatives (Trinity Engineering Consultants).

The aviation commercial precinct is substantially complete, with Stage 1 officially opened on 7 March 2019.

The works to upgrade the airfield lighting, runway and taxiway upgrades has commenced. Wet weather impacted construction for approximately 3 weeks during March 2019, however works were completed to up to base course level on the eastern runway extension and construction of the parallel taxiways has continued.

Works scheduled for April include continuation of works on the taxiways and commencement of airfield lighting and the western runway extension. The project is scheduled for completion in September 2019, weather permitting.



1 March 2019 - Subgrade preparation for eastern runway extension



7 March 2019 - Subgrade preparation for parallel taxiway



7 March 2019 - Mareeba Airport Upgrade (Stage 1) - official opening



7 March 2019 - Mareeba Airport Upgrade (Stage 1) - official opening



15 March 2019 - Base course prepared for eastern runway extension



15 March 2019 - Preparation of culvert base for new taxiway

Stakeholder Engagement

A Communication and Stakeholder Engagement Plan has been developed, which sets out the engagement strategy for delivery phase of the project. Ongoing engagement will be undertaken for the duration of the project. Project newsletters are planned for release as necessary.

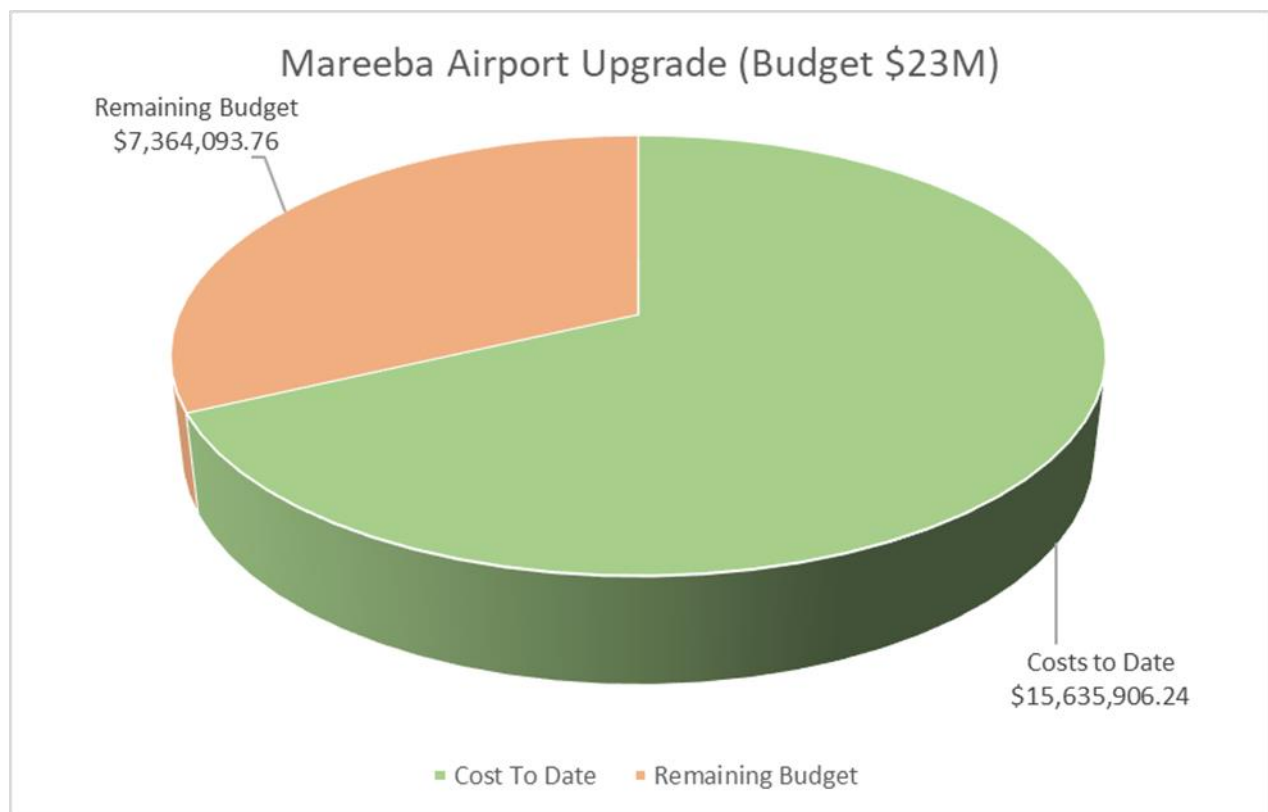
The Method of Working Plan (MOWP) for the runway works was distributed to aerodrome users in December 2018 as per CASA requirements. A MOWP is required for runway and runway strip works that have direct impact on aircraft operations to advise users of the timing and staging of works. The runway work has been staged to minimise impact on users by maintaining operations under reduced runway operating lengths during construction.

Aviation Commercial Precinct Leasing Opportunities

To date, applications have been received for leasing of two (2) sites within the new aviation commercial precinct. Council has received many enquiries regarding leasing of land, with further lease applications expected now that Stage 1 is complete.

Expenditure

Expenditure to date is reflected within the chart below.



RISK IMPLICATIONS

Financial

Latent conditions and potential project variations represent normal risks with complex projects, nominal allowances within the budget have been made.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

The contract is being managed under Australian Standard AS4000-1997 Conditions of Contract. Tender and procurement activities have been completed in accordance with Council's procurement policy.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Funding for this project has been made available from the Australian and State Governments. Minor ineligible expenditure, including funds spent prior to commencement of the grant agreements is to be met by Mareeba Shire Council.

Is the expenditure noted above included in the current budget?

Yes.

Operating

Nil.

LINK TO CORPORATE PLAN

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

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

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

This purpose of this report is to provide Council with an update as to progress of the Project. No additional actions required at this time.

All communication in relation to the project shall be in accordance with the protocols outlined in the deeds of agreement with the Australian and Queensland governments.

9.3 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES MONTHLY ACTIVITIES REPORT - MARCH 2019

Date Prepared: 26 March 2019
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to summarise Council's Fleet, Design, Soils Lab, Survey, Quality, GIS, Project Management, Facilities and Investigation Services activities undertaken by Infrastructure Services during the month of March 2019.

RECOMMENDATION

That Council receives the Infrastructure Services, Technical Services Monthly Report for the month of March 2019

BACKGROUND

Below is a summary of the activities undertaken by the Technical Services section for the month of March 2019:

DESIGN	
2017/18 Capital Works	<ul style="list-style-type: none"> • Malone Road Drainage, Mareeba - Design finalised • KIAC - Therwine Street, Kuranda, Redevelopment - Provide technical advice • Mareeba CBD Study - Temporary works plan for Rankin and Walsh Streets • Anzac Avenue, Mareeba - Ceola Drive Intersection - Detailed design works being undertaken
Works for Queensland Rd 2	<ul style="list-style-type: none"> • Anzac Avenue, Barron River Bridge, Mareeba - Answering RFI's • Julatten School Bus Turnaround - Detailed design being undertaken
2018/19 Capital Works	<ul style="list-style-type: none"> • Railway Avenue, Mareeba, Car Park Area Design - Revision of plans • Ootann Road CH 78.2-80.2 (Package 2), Almaden - Design finalised and being reviewed • Mareeba Industrial Estate, Stage 16B, Keegan and Effley Street Extension - Civil and Electrical Design contracts awarded
2019/20 Capital Works	<ul style="list-style-type: none"> • Chettle Road, Arriga - Detailed Design being undertaken
Miscellaneous	<ul style="list-style-type: none"> • General investigations related to customer requests • McIver Road Drainage - Design being undertaken • Installation of rural addresses • DBYD plans • As-Constructed plans for external customers

	<ul style="list-style-type: none"> • Reseals - Assist in preparation for pavement marking • Mareeba Landfill - Update layout plan according to new proposed works
SURVEY	
Miscellaneous	<ul style="list-style-type: none"> • Mareeba Landfill - Survey volume pick-up • Borzi Park, Mareeba - Lease area identification and plan • Dimbulah Pool / Caravan Park Lease Areas • Mt Mulligan Cemetery Road Opening - Cadastral Survey
2018/19 Capital Works	<ul style="list-style-type: none"> • Ootann Road CH 78.2-80.2 (Package 2), Almaden - Construction setout • Mareeba Industrial Estate, Stage 16B, Keegan and Effley Street Extension - Construction setout
As Constructed Information	<ul style="list-style-type: none"> • Springfield Road Causeways

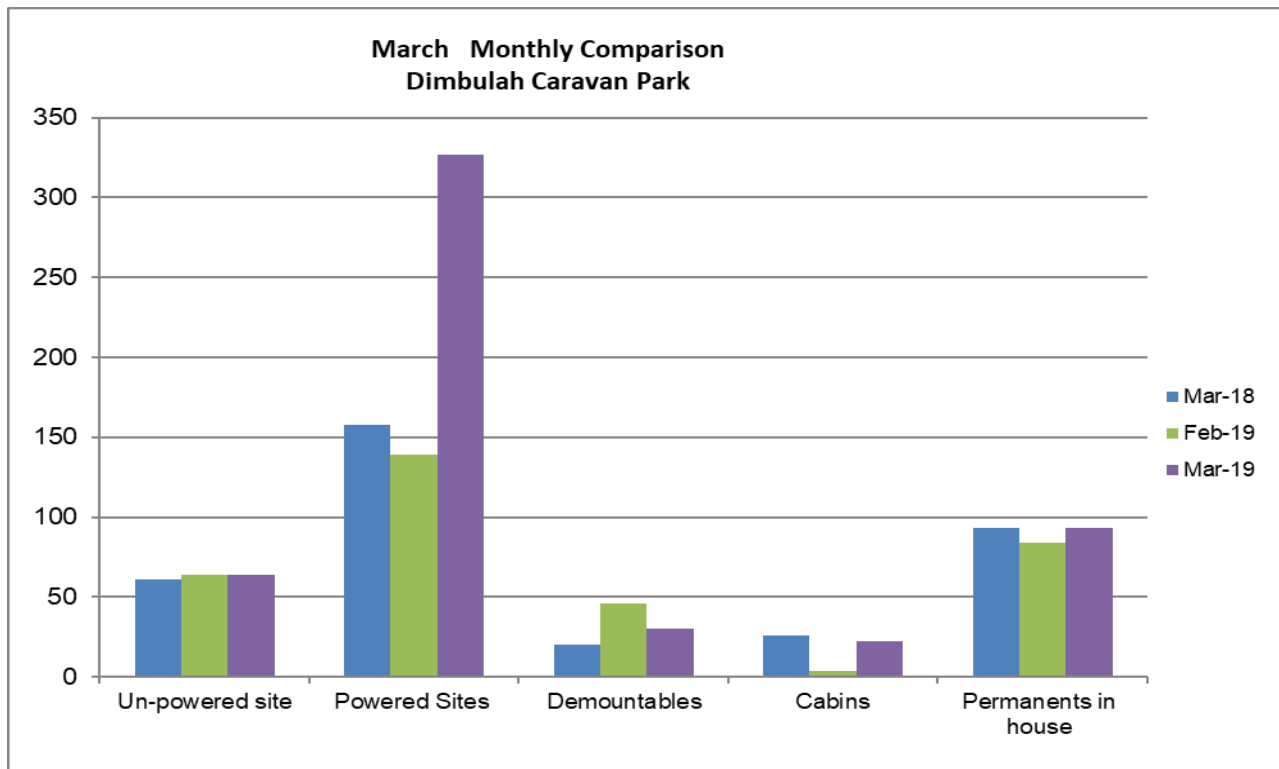
SUBDIVISIONS AND INVESTIGATIONS	
Subdivisions <i>(Under Construction)</i>	<ul style="list-style-type: none"> • Bundanoon Stage 2 <ul style="list-style-type: none"> ◦ Bulk earthworks completed • Mareeba Roadhouse & Accommodation Park, Williams Close • 10 James Street, Mareeba - Road Widening
On-Maintenance <i>(Monitoring for 12 months as the Defects Liability Period prior to becoming a Council Asset)</i>	<ul style="list-style-type: none"> • The Edge Stage 2A (Antonio Drive, Mareeba) • Hilltop Close, Kuranda (Vegetation clearing) • Amaroo Stage 9 • 8-10 Forest Close, Kuranda • Rodeo Acres Pty Ltd (Mareeba - Dimbulah Road) • Kanjini Co-Op Ltd Stage 2 (Emerald Falls Road, Mareeba) • Develop North (Barnwell Road Upgrade) • Amaroo Stage 10 • Mt Emerald Wind Farm Portion B (Private Entrance Repairs)
Operational Works	<u>112 Barnwell property, on-going monitoring of;</u> <ul style="list-style-type: none"> • Dam construction completed and being monitored • Access completed and monitoring underway • Nature Base Tourism Works (MCU/17/0012) completed and being monitored

PROJECT MANAGEMENT	
Building	<u>Kuranda Centenary Park Toilets Upgrade:</u> <ul style="list-style-type: none"> • Project completed.
Civil	<u>2017-18 Reseals Bitumen and Asphalt Programmes</u> <ul style="list-style-type: none"> • Engaged contractor for line marking of asphalt • Capitalisation
	<u>2018-19 Reseals Bitumen Program</u> <ul style="list-style-type: none"> • FGF completing MSC reseal program • Line marking pending <u>2018-19 Reseals Asphalt Program</u>

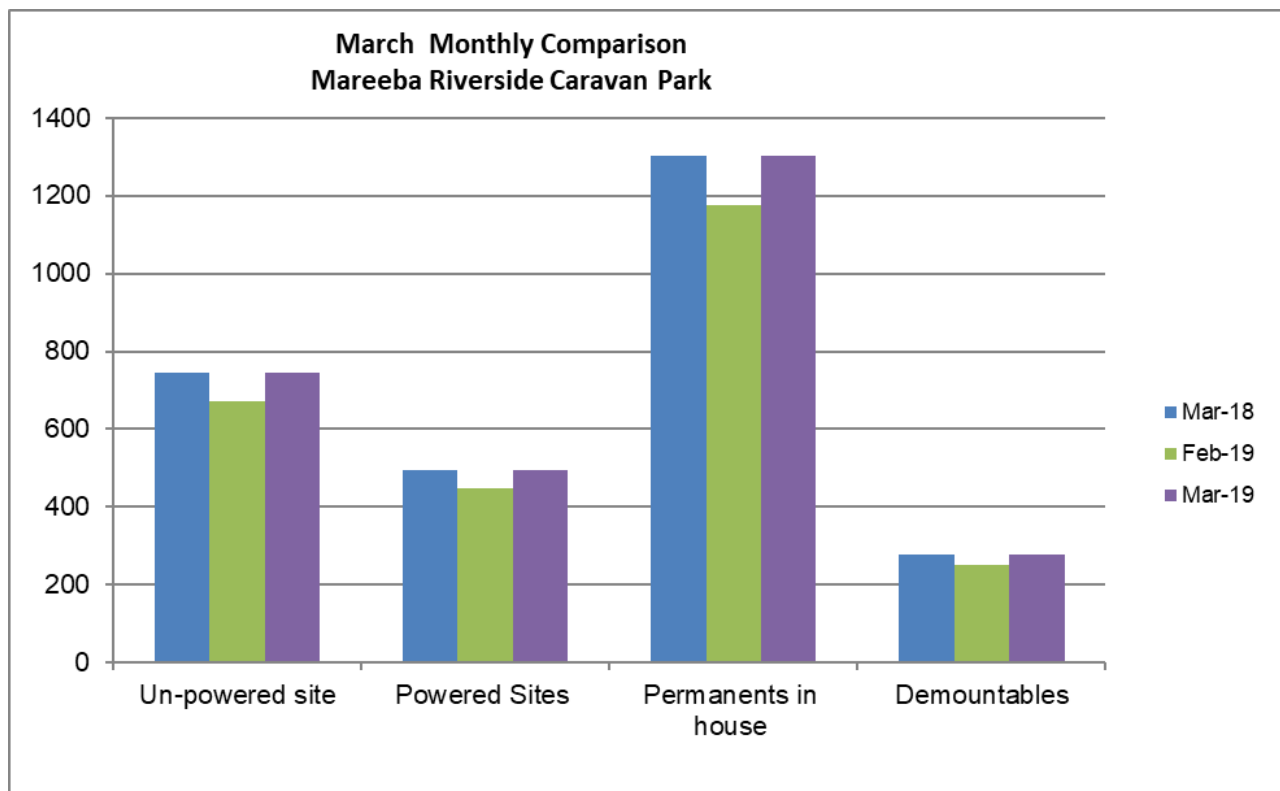
	<ul style="list-style-type: none"> • Tender invitation being prepared <p><u>2019-20 Reseals Bitumen</u></p> <ul style="list-style-type: none"> • Preliminary program sent to FNQROC for procurement <p><u>KIAC Therwine Street Redevelopment</u></p> <ul style="list-style-type: none"> • JMAC construction 95% complete • Stone work and close out being affected by adverse weather • Solar streetlighting, bollards, planting and irrigation complete <p><u>KIAC Kuranda Wayfinding Signage</u></p> <ul style="list-style-type: none"> • Concept and strategy being developed following public comment <p><u>KIAC Kuranda Barron Falls Walking Trail</u></p> <ul style="list-style-type: none"> • Preliminary investigation Environmental, Native Title and Wet Tropics obligations
NDRRA	<p><u>6-10 March 2018 Event:</u></p> <ul style="list-style-type: none"> • Emergent Works completed, negotiated claim approved QRA. • Restoration submissions approved by QRA and tenders awarded; <ul style="list-style-type: none"> ○ James Creek Crossing ○ Flaggy Creek Bridge ○ Western Roads (Chillagoe West) - Watto's Earthmoving ○ Mid-Western Area - Watto's Earthmoving ○ Dimbulah Area - Gregg Constructions ○ Mareeba-East Area - Gregg Constructions (Grove Creek Bridge and Cane Road side-track completed prior to approval to maintain access during wet season) • Quotations being sought following QRA funding approval; <ul style="list-style-type: none"> ○ Airport Submissions (Mareeba and Chillagoe) • Restoration submissions awaiting QRA approval prior to tendering; <ul style="list-style-type: none"> ○ Geotech (landslips) • Construction progress: <ul style="list-style-type: none"> ○ James Creek Crossing - primary structure completed, works on approaches underway, expect completion Early April 2019. ○ Flaggy Creek Bridge - Design of new bridge ongoing.

FACILITIES

Dimbulah Caravan Park Total of bookings for March 2019 – 536

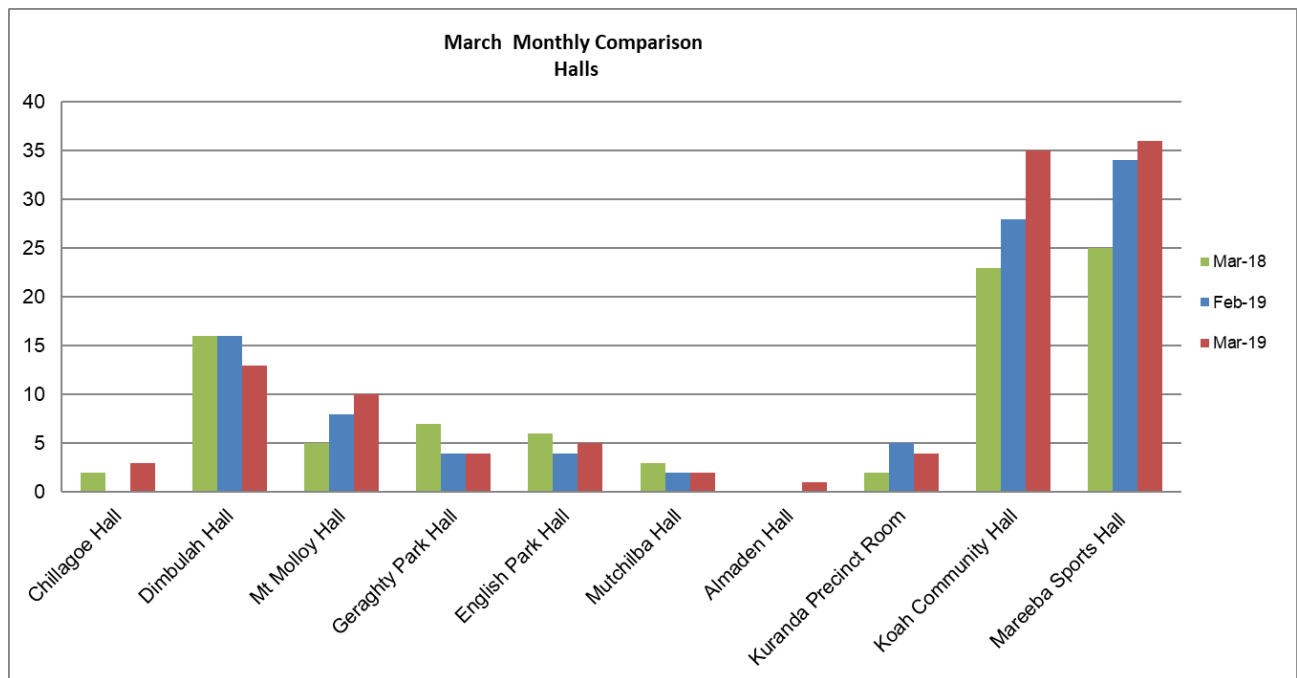


Mareeba Riverside Caravan Park Total of bookings for March 2019 - 2,821



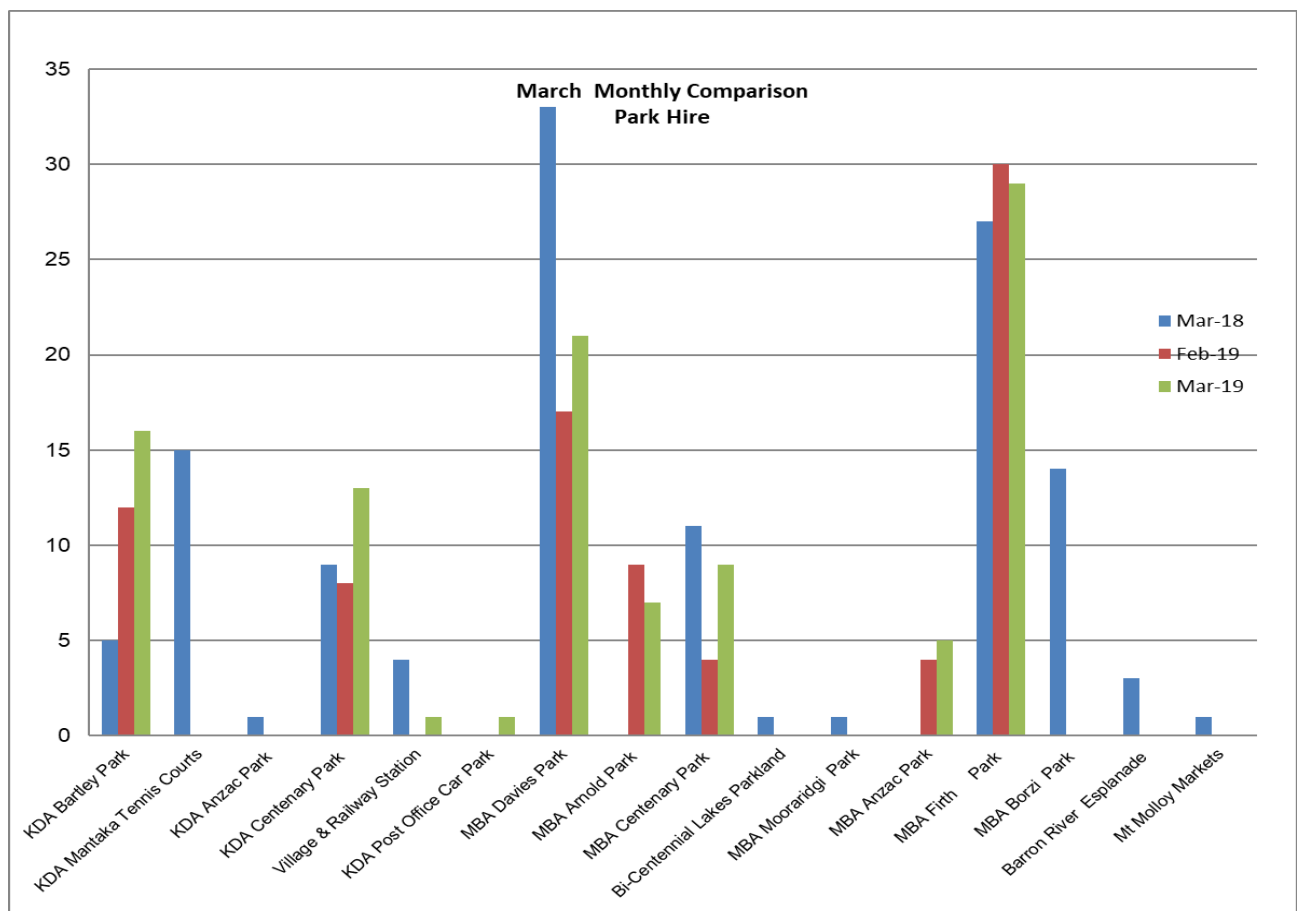
Public Halls

Total of hall bookings for March 2019 - 113



Park Hire

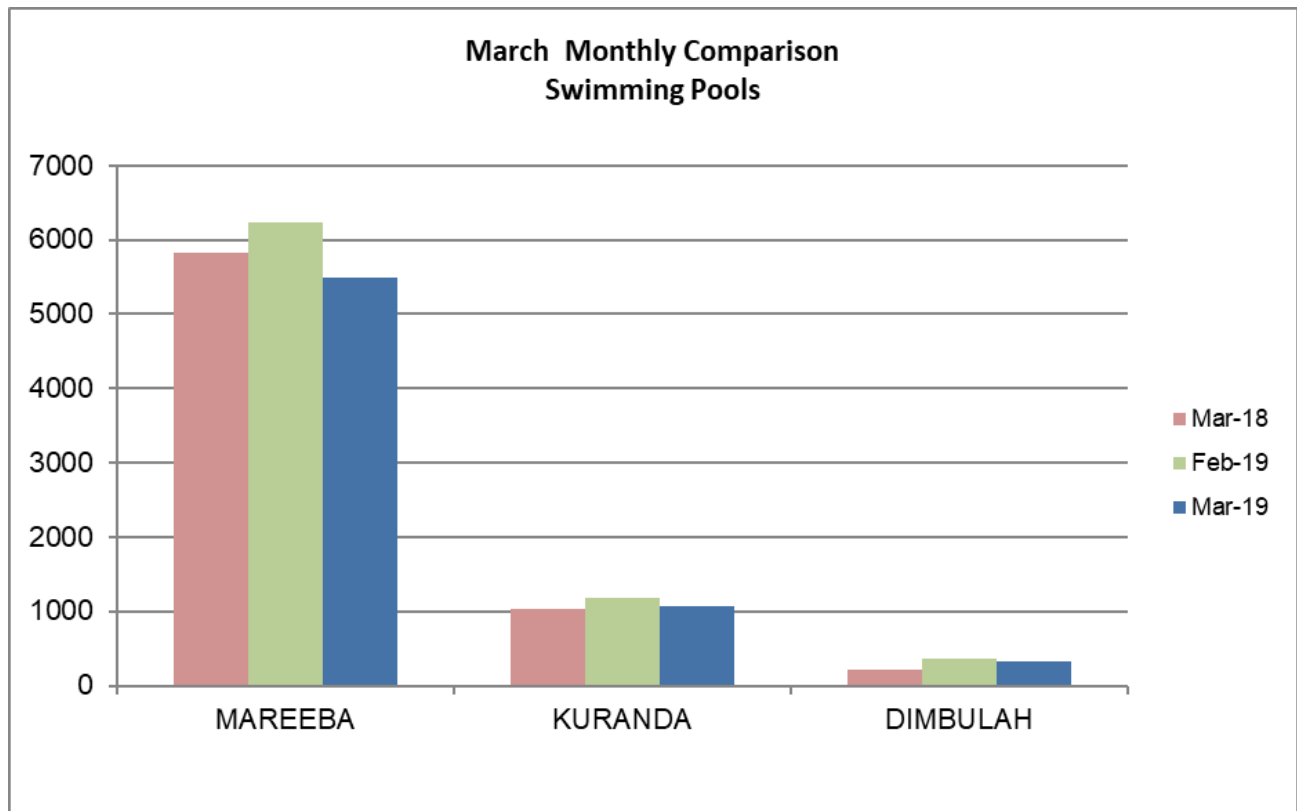
A total of park bookings for March 2019 - 102



Swimming Pools

Total of patron entries for March 2019

- Mareeba - 5,835
- Kuranda - 1,067
- Dimbulah - 333



VANDALISM & GRAFFITI

Financial Year	Actuals	Comments
2015-16	\$ 2,134	During March 2019, 5 reports of vandalism was recorded. <ul style="list-style-type: none">• Kuranda Community Precinct• Kuranda Aquatic Centre• Kuranda Visitors Information Centre - old and new x 2• Mareeba CWA toilets
2016-17	\$ 16,546	
2017-18	\$ 23,948	
2018-19	\$ 10,690	
Currently there is no allocated budget for graffiti and vandalism; these costs are being booked to operational.		

RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Projects funded through the Capital Works Program, with savings being found to address unexpected costs.

Is the expenditure noted above included in the current budget?

Yes.

Operating

Additional costs associated with graffiti and vandalism.

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

Savings will be sought within the budget, where possible.

LINK TO CORPORATE PLAN

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

Community: An engaged community which supports and encourages effective partnerships to enhance the liveability of the shire and the wellbeing of residents in communities which are resilient and prepared for unforeseen events.

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

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

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

This report provides Council with an update as to the month's deliverables by the Technical Services group.

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9.4 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - MARCH 2019**Date Prepared: 3 April 2019****Author: Manager Works****Attachments: Nil****EXECUTIVE SUMMARY**

The purpose of this report is to summarise Council's Transport Infrastructure, Parks and Gardens, Bridge and Pest Management activities undertaken by Infrastructure Services during the month of March 2019.

RECOMMENDATION

That Council receives the Infrastructure Services, Works Progress Report for the month of March 2019.

BACKGROUND**Maintenance Activities**

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

Description	Activity
Ootann Road, Almaden	General operations
Bower Road, Arriga	Slashing
Chettle Road, Arriga	Road furniture, slashing
Kimalo Road, Arriga	Slashing
Tyrconnell Road, Arriga	Slashing
Bilwon Road, Bibbohra	Slashing
Hodzic Road, Bibbohra	Slashing, unscheduled breakdown
Narcotic Creek Road, Chewko	Slashing
Euluma Creek Road, Julatten	Bitumen patching, slashing, spraying, tree clearing / vegetation management
Highland Drive, Julatten	Slashing, spraying, tree clearing / vegetation management
Pinnacle Road, Julatten	Bitumen patching, road inspections, slashing, tree clearing / vegetation management
Kanervo Road, Koah	Grading unsealed roads
Koah Road, Koah	Bitumen patching, slashing, unscheduled breakdown
Barang Street, Kuranda	Slashing, tree clearing / vegetation management
Barron Falls Road, Kuranda	Bitumen patching, slashing
Boyles Road, Kuranda	Slashing
Crothers Road, Kuranda	Grading unsealed roads
Jeffrey Road, Kuranda	Grading unsealed roads, road inspections
Myola Road, Kuranda	Bitumen Patching, Clean Inlet/Outlets culverts, General Operations, Road Furniture, Road Inspections, Slashing

Description	Activity
Oak Forest Road, Kuranda	Bitumen patching, slashing
Byrnes Street, Mareeba	Concrete footpath maintenance, road furniture
Chewko Road, Mareeba	Slashing
Fichera Road, Mareeba	Bitumen patching, grading unsealed roads, road furniture, slashing
Jebreen Street, Mareeba	Grading unsealed roads
Kay Road, Mareeba	Slashing
Kenneally Road, Mareeba	Pavement repairs, road furniture, slashing
Malone Road, Mareeba	Slashing
McGrath Road, Mareeba	Slashing
Ray Road, Mareeba	Bitumen patching, road furniture, slashing, spraying
Shanty Creek Road, Mareeba	Mowing, road furniture, slashing
Tinaroo Creek Road, Mareeba	Slashing
Weston road, Mt Carbine	Grading unsealed roads
Bakers Road, Mt Molloy	Grading unsealed roads
Fraser Road, Mt Molloy	Culvert repairs, road inspections, slashing
Main Street, Mt Molloy	Mowing, road furniture, slashing, tree clearing / vegetation management
Wetherby Road, Mt Molloy	Grading unsealed roads, pavement repairs, road furniture, road inspections, spraying, tree clearing / vegetation management
Armstrong Road, Mona Mona	Grading unsealed roads
Springmount Road, Mutchilba	Slashing
Oaky Valley Avenue, Mutchilba	Slashing
Speewah Road, Speewah	Bitumen patching, road furniture, road inspections, slashing

The table below shows the current budget position of Transport Infrastructure operations for Mareeba Shire Council at the end of January.

Annual Budget	Year to Date Budget	Year to Date Actual
\$3,527,238	\$2,643,858	\$2,125,644

Capital Works

Springmount Road, Widening, Upgrade and Seal

Construction work commenced in late August 2018 on the widening upgrade and sealing of Springmount Road between Middle Creek Road and Oaky Valley Avenue.

The road widening was sealed in mid-November and line marked prior to the Christmas closedown.

Work has recommenced on the widening of the major culvert at Middle Creek. The project is estimated to be complete prior to Easter.



Ootann Road Upgrade - Widening and Sealing

Works commenced in late March on the Ootann Road Upgrade Project. The scope of the works includes the widening and sealing of 2.0km of road between Ch 78.2km to Ch 80.2km, installation of new culverts and some minor road realignment.

This project is the second section of Ootann Road to be upgraded under the Northern Australia Beef Roads Program. This \$1.32 million project is 80% funded by the Australian Government with the remainder funded by the Department of Transport and Main Roads Transport Infrastructure Development Scheme (TIDS) and Mareeba Shire Council.

The project is programmed for completion in late July.



Ericson Road, Dimbulah - Bridge Repair

In late March, the repair of Sandy Creek Bridge on Ericson Road Dimbulah commenced. The works entail the replacement of four (4) old and failing timber girders and the installation of an additional two (2) timber girders to increase the load limit of the bridge which is currently 5 tonne.

The bridge repair will be complete in mid-April.

**Weather Event - North & Far North Queensland Monsoon Trough, 25 January - 14 February 2019**

Mareeba Shire Council activated for assistance under Disaster Recovery Funding Arrangements (DRFA) for the above weather event 8 February 2019. DRFA is a jointly funded program between the Australian Government Queensland Government, which provides financial assistance to support local governments with disaster recovery costs. This has provided access to DRFA Category B funding through three (3) relief measures;

1. Emergency Works to temporarily repair essential public assets

Reimbursement of the actual eligible costs incurred undertaking eligible emergency works to temporarily repair eligible essential public assets damaged by an eligible disaster, completed within the defined time limit.

2. Immediate Reconstruction Works to permanently reconstruct essential public assets

Reimbursement of the actual eligible costs incurred undertaking immediate reconstruction works to permanently reconstruct eligible essential public assets damaged by the eligible disaster to their pre-disaster function, completed within the defined time limit.

3. Reconstruction of Essential Public Assets to permanently reconstruct essential public assets

Reimbursement of the actual eligible costs incurred undertaking restoration works to permanently reconstruct eligible essential public assets damaged by the eligible disaster to their pre-disaster function, completed within the defined time limit.

Emergency Works and Immediate Reconstruction Works may be undertaken prior to approval of funding. Reconstruction of Essential Public Assets may be undertaken following lodgement of a submission with the Queensland Reconstruction Authority (QRA).

Trigger Point

Trigger points are the financial contributions local governments must make to reconstruction works before they are eligible to receive DRFA funding. Trigger points apply to each DRFA activated disaster. Mareeba Shire Council's trigger point for the current financial year is \$115,695.

Emergency Works

Since activation on 8 February 2019, staff have inspected roads throughout the shire. Currently, 155 roads have had work orders raised against them. The table below list the current cost of these works.

Total Actual	Committed Costs	Total Costs
\$638,485.87	-	\$638,485.87

Immediate Reconstruction Works

At the time of reporting, officers have identified a number of damaged assets that have been or are to be permanently reconstructed prior to the end of the defined time limit. The defined time limit is three (3) months from the impact of the event, or by exception, from when the essential public asset becomes accessible.

TMR Routine Maintenance Performance Contract (RMPC)

Routine maintenance activities were undertaken during March 2019 at the following locations:

Primary Location	Activity Name
Kennedy Highway	Rest Area Servicing
	Other Sign Work
Mulligan Highway - (Mareeba - Mt Molloy)	Pothole Patching - Includes Traffic Control
	Rest Area Servicing
Mulligan Highway - (Mt Molloy- Boundary)	Herbicide Spraying- Includes Traffic Control
	Emergency Call Out / Traffic Accident
	Other Furniture Repairs
	Pothole Patching - Includes Traffic Control
	Roadside Litter Collection - Rural
Burke Dev Road	Herbicide Spraying- Includes Traffic Control
	Other Sign Work
	Repair Guide Signs
	Repair Signs (excluding Guide Signs)
	Tractor Slashing, Rural - Includes (2)xTraffic Control
Mossman - Mt Molloy Road	Emergency Call Out / Traffic Accident
	Other Roadside Work
	Other Sign Work
	Roadside Litter Collection - Rural
Mareeba - Dimbulah Road	Emergency Call Out / Traffic Accident
	Other Surface Drain Work
	Repair or Replace Guide Markers
	Surface Correction, Premix / A/C (Manual <150 lin.m per 1km) Includes Traffic Control

The claim to TMR for the month of March 2019 was still being finalised at the time of preparing this report but is estimated to be approximately \$43,000.

Parks and Gardens Section**Maintenance Activities**

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

1. Location
2. Street Mowing, Mareeba
3. Parks, Library, CBD and Streets, Kuranda
4. Basalt Gully and Bi-Centennial Lakes, Mareeba
5. Molloy Road Approaches, Mareeba
6. Sunset/Sunbird Park, Mareeba
7. Nursery, Mareeba
8. Drainage Easements, Mareeba
9. Parks and Gardens, Chillagoe
10. Vains Park, Mt Molloy
11. Town Entry North, Mareeba
12. Maintain Avenue Tree Planting, Dimbulah
13. Mowing Streets, Bibbohra
14. Arnold Park, Mareeba
15. Hunter Park/Fallon Rd, Kuranda
16. Byrnes Street Medians, Mareeba
17. Furniture and Playground Equipment, Mareeba
18. Shaban Park, Mareeba
19. Davies Park, Mareeba
20. Pool and Carpark, Kuranda
21. Bartley Park, Kuranda
22. Centenary Park, Mareeba

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

Annual Budget	Year to Date Budget	Year to Date Actual
\$1,849,034	\$1,400,564	\$1,307,902

Bridge Section**Maintenance Activities**

Bridge inspection and maintenance activities were carried out in March 2019 at the following locations:

Structure	Road	Chainage	Area
Bridge	Ericson Road	435	Dimbulah
Bridge	Hickory Road	420	Kuranda
Bridge	Black Mountain Road	469	Kuranda
Bridge	Fallon Road	805	Kuranda
Major Culvert	Bilwon Road	4020	Bibbohra
Bridge	Black Mountain Road	2526	Kuranda
Bridge	Bilwon Road	1415	Bibbohra

Structure	Road	Chainage	Area
Bridge	Mount Perseverance Rd	155	Julatten
Major Culvert	Black Mountain Road	8890	Kuranda
Major Culvert	Mason Road	2237	Kuranda
Bridge	Black Mountain Road	12908	Kuranda
Bridge	Black Mountain Road	5363	Kuranda
Bridge	Chettle Road	3346	Arriga
Bridge	Kanervo Road	3656	Koah
Major Culvert	Top Eureka Road	34	Dimbulah
Bridge	Hales Siding Road	11610	Irvinebank
Bridge	Anzac Avenue	0	Mareeba

The table below shows the current budget position of Bridge operations for Mareeba Shire Council.

Annual Budget	Year to Date Budget	Year to Date Actual
\$565,468	\$423,455	\$287,298

Land Protection Section

The table below shows the current budget position for Land Protection operations for Mareeba Shire Council.

Annual Budget	Year to Date Budget	Year to Date Actual
\$461,679	\$353,208	\$323,990

Parthenium Weed: Officers inspected the present known sites to ensure they are being properly managed by the landowners. At risk properties were also checked for the presence of Parthenium with no weed being detected. A public awareness/education article was run in local papers.

Tramp Ants: Land Protection staff assisted Biosecurity officers in clearing access tracks and carry out surveillance programs on Yellow Crazy Ants in the Kuranda area.

Wild Dogs: Officers regularly provide advice and assistance to farmers who have problems with wild dogs. Baiting and trapping continued during March.

Siam Weed, Bellyache Bush, Rubber vine and other Jatropha weeds: This multi-species weed clean-up continues as weather permits. Land Protection staff are presently working downstream on Emu Creek below the Emu Creek Homestead. They are being assisted by affected landowners, Biosecurity staff, and the Northern Gulf Group. Extension work on new control strategies, Biological controls, and trialling new chemicals is underway with Council and weed scientists from Charters Towers Tropical Weeds Research Centre.

Sisal Hemp (Agave Sisalana): Removal programs were carried out on several sites on the Barron River in and around Mareeba and on Scenic Drive at Speewah.



Sisal Hemp Invading Bushland

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

All capital works are listed in and funded by the 2018/19 Capital Works Program.

Operating

All operational works are funded by the Section specific 2018/19 maintenance budgets.

LINK TO CORPORATE PLAN

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

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

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

IMPLEMENTATION/COMMUNICATION

Nil

Nil

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9.5 TENDER TMSC2019-07 ANZAC AVENUE BRIDGE DECK REPLACEMENT SUBSTRUCTURE

Date Prepared: 9 April 2019

Author: Manager Works

Attachments: Nil

EXECUTIVE SUMMARY

Tenders have been invited for TMSC2019-07 Anzac Avenue Bridge Deck Replacement Substructure and tenders close on 24 April 2019.

To ensure the materials under this tender can be delivered prior to 30 June 2019, Council will need to award the work by early May 2019. To meet this timeframe, it is proposed to delegate authority to the Chief Executive Officer under Section 239 of the *Local Government Regulation 2012* to enter into, negotiate, finalise the Contract after consultation with Councillors.

RECOMMENDATION

That Council delegates authority to the Chief Executive Officer to enter into, negotiate, and finalise a contract for TMSC2019-07 Anzac Avenue Bridge Deck Replacement Substructure, after consultation with Councillors.

BACKGROUND

The renewal of Anzac Avenue bridge in Mareeba is being jointly funded through the Australian Government's Bridges Renewal Program and the Queensland Government's Work for Queensland Program. Tenders have been invited for the supply, fabrication and delivery of components for the bridge deck substructure. To meet the funding deadline under the Works for Queensland program, this part of the project is required to be completed by 30 June 2019 which would require the contract to be awarded in early May 2019.

These timeframes will not align with the scheduled Ordinary Meeting dates, and to defer awarding of the Contract to such a date would impact Council's ability to deliver this part of the project on time.

To ensure adequate time for supply, fabrication and delivery of the steel components, it is proposed to delegate authority to the Chief Executive Officer under Section 239 of the *Local Government Regulation 2012* to enter into, negotiate, finalise the Contract after consultation with Councillors. This will enable the contract to be awarded in early May 2019 and ensure that the funding deadline under the Works for Queensland program can be met.

Council may decide not to accept any tenders it receives, however, if it does decide to accept a tender, it must be the most advantageous to Council having regard to the Sound Contracting Principles as defined in Section 104 of the *Local Government Act 2009* and Council's Procurement Policy.

RISK IMPLICATIONS**Financial**

To meet the deadline under the Works for Queensland program and receive the funding, this part of the project is required to be completed by 30 June 2019.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Tenders have been invited in accordance with Council's Procurement Policy and it is proposed to delegate authority to the Chief Executive Officer under Section 239 of the *Local Government Regulation 2012* to enter into, negotiate, finalise the Contract after consultation with Councillors.

FINANCIAL AND RESOURCE IMPLICATIONS**Capital**

The renewal of Anzac Avenue bridge, Mareeba is being jointly funded through the Australian Government's Bridges Renewal Program and the Queensland Government's Work for Queensland Program.

Is the expenditure noted above included in the current budget?

Yes.

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

Nil.

Operating

Nil.

LINK TO CORPORATE PLAN

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

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

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

It is proposed to delegate authority to the Chief Executive Officer under Section 239 of the *Local Government Regulation 2012* to enter into, negotiate, finalise the Contract after consultation with Councillors. It is proposed to ratify this decision at Council's Ordinary Meeting in May 2019.

9.6 WASTE MANAGEMENT SERVICES STRATEGY PUBLIC CONSULTATION

Date Prepared: 19 March 2019

Author: Manager Water and Waste

Attachments:

1. Waste Strategy 2018-2027
2. Waste Management Services Strategy - Community Snapshot
3. Waste Strategy Feedback Part 1
4. Waste Strategy Feedback Part 2

EXECUTIVE SUMMARY

The draft Waste Management Services Strategy 2018 - 2027 (the Strategy) has been developed to fulfil Council's statutory obligation to prepare a Waste Reduction and Recycling Plan under the *Waste Reduction and Recycling Act 2011*.

The draft Strategy was adopted for consultation purposes at Council's Ordinary Meeting of 19 December 2018. The results of the consultation indicate community support for the Waste Management Services Strategy 2018 - 2027, with no submissions opposing the strategy received during the consultation period. The Waste Management Services Strategy 2018 - 2027 has not been amended following consultation.

In conjunction with the Strategy, the Waste Management Services Strategy - Community Snapshot has been developed to summarise objectives of the Strategy.

RECOMMENDATION

That Council adopts the Waste Management Services Strategy 2018 - 2027 and Community Snapshot.

BACKGROUND

The *Waste Reduction and Recycling Act 2011* requires local governments to prepare and implement a Waste Reduction and Recycling Plan. Council's commitment to environmentally responsible and efficient waste management and the promotion of community waste minimisation is also supported through the Corporate Plan 2018 - 2022.

The Waste Management Services Strategy 2018 - 2027 (the Strategy) has been developed to ensure Council is able to strategically manage the community's waste, enhance liveability and proactively mitigate against inappropriate waste management throughout the Shire.

Development of the Strategy

Aurecon was engaged to undertake a waste strategy planning study, which included a workshop with key Council officers, followed by analysis of Mareeba Shire's waste collection and treatment data.

Concurrently, Far North Queensland Regional Organisation of Councils (FNQROC) has engaged Arcadis to develop a Regional Waste Management Prioritisation and Resource Recovery Options Report (Arcadis Report). The Arcadis Report will assist FNQROC member councils to make informed decisions regarding the future development and improvement of the region's waste and resource recovery sector, based on evidence of need and prioritisation of options throughout the wider region.

The delivery of a sustainable waste management service is complex. There are several factors that must be considered when forward planning, including the changing waste policy setting, cost of providing services, increasing waste volumes, changing composition, shifts in government regulation and initiatives and opportunities for regional partnerships.

In recent decades, the service delivery model for Council's waste services has grown in complexity from traditional local government waste collection and disposal services to providing a major waste disposal facility accepting domestic and commercial waste from the Cairns region.

This complexity led to a Waste Service Situation Analysis and Risk Identification Review in undertaken in 2015 to identify and prioritise management issues affecting the provision of waste services. The resultant report (the Pacifica Report) provided a number of findings, including a key priority to develop a Waste Management Services Strategy that will ensure a sustainable waste service delivery over the long term.

With these complexities in mind, the Strategy has been developed to offer flexibility and resilience whilst outlining specific actions to achieve key corporate performance indicators and responsible waste management objectives.

Description of the Strategy

The Strategy describes the legislative, economic and community context in which Council operates its current waste management services. These are considered to be the waste management drivers relevant to Mareeba Shire. The Strategy also defines the baseline waste profile for the Shire in terms of type and quantity of waste generated, trends and finances.

The waste management drivers and the Shire's waste profile have used to develop key strategic focus areas and broad strategic objectives:

- **Waste Reduction:** Encourage and support the community to reduce waste generation and to divert recyclable commodities from landfill.
- **Circular Economy Opportunities:** Advocate for the establishment of secondary resource processing markets into our region.
- **Waste Infrastructure:** Ensure infrastructure is equipped to responsibly process wastes streams and resources into the future to provide an essential environmental health service for the community.
- **Littering and Illegal Dumping:** Minimise the impact of littering and illegal dumping on the environment and our community.
- **Community and Regional Partnerships:** Foster partnerships with local governments, community organisations and private entities to provide cost effective arrangements consistent with the strategic focus areas.
- **Council's Own Waste:** Provide leadership in waste management within the shire in recognising Council's own contribution to the waste generation volumes and to identify and implement opportunities to divert wastes from landfill.

Out of these key focus areas, a set of key actions have been developed for planning and implementation over the next ten (10) years.

These are then considered against a set of waste management guiding principles that align to Council's corporate key performance indicators:

- **Financial Sustainability**

- Community Service
- Beneficial Infrastructure
- Environmentally Sustainable Development
- Reduce, Reuse, Recycle

The Strategy will be used to assist Council to achieve regulatory compliance and improved waste reduction balanced against community aspirations, asset sustainability and the provision of affordable levels of service. When adopted, it will also inform relevant Council plans and tools including the long-term asset management plan and financial plan, future corporate and operational plans and future waste management decisions.

Consultation

The *Waste Reduction and Recycling Act 2011* requires a Local Government to adopt, by resolution, the Strategy following community consultation having regard to the level of appropriate consultation and any submissions made. The public consultation must be open for at least 28 days.

Feedback was sought through a survey which was advertised on Council's website and Facebook page with submissions being able to be made anonymously. The public consultation of the Strategy was open between 20 December 2018 and 28 February 2019. The survey asked respondents;

1. Which council provided waste management services they used?
2. How often they use the waste transfer stations?
3. Whether they support the draft Waste Management Services Strategy.
4. Requested any comment or suggestions regarding Councils Waste Management Service.

The methodology of the survey is considered an appropriate form of consultation as the public comments and submissions period was more than the required time detailed in the *Waste Reduction and Recycling Act 2011*. Three (3) responses were received. The results of these submissions have been summarised below:

- All of respondents indicated that they used the Council's kerbside collection process.
- Two (2) of the respondents used the transfer stations monthly while one (1) of the respondents used transfer stations annually.
- There was general support for the Waste Strategy and no opposition to it from respondents.
- Two (2) comments were received in relation to the Strategy requesting a kerbside recycling service. However, it should be noted that a survey undertaken in 2015 indicated that the majority of respondents at that time did not want to pay for a kerbside recycling service.

RISK IMPLICATIONS

Financial

The Strategy will strategically inform the waste asset management plan and Long-Term Financial Plan for waste infrastructure over a ten-year period. The endorsement of the Strategy will assist Council to operate an efficient waste management service.

Environmental

Council is required to prepare and implement a Waste Reduction and Recycling Plan under the *Waste Reduction and Recycling Act 2011* to assist in achieving the objectives of that legislation.

Infrastructure and Assets

The Waste Strategy will strategically inform the waste asset management plan and for waste infrastructure over a ten-year period. A key focus area of the strategy is to "Ensure infrastructure is equipped to responsibly process wastes streams and resources into the future to provide an essential environmental health service for the community."

Political and Reputational

The Strategy, once endorsed, will provide a platform for long-term asset management and development of customer service standards. As such, it provides transparent governance and a mechanism for good decision making.

Legal and Compliance

Endorsement of the Strategy, following consideration of public consultation feedback, will ensure Council is meeting its statutory obligation under the *Waste Reduction and Recycling Act 2011*.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

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

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

The Strategy will strategically inform the waste asset management plan and Long-Term Financial Plan for waste infrastructure over a ten-year period.

Is the expenditure noted above included in the current budget?

N/A

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

N/A

Operating

The endorsement of the Waste Strategy will assist Council to operate an efficient waste management services.

Is the expenditure noted above included in the current budget?

N/A

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

N/A

LINK TO CORPORATE PLAN

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

Community: An engaged community which supports and encourages effective partnerships to enhance the liveability of the shire and the wellbeing of residents in communities which are resilient and prepared for unforeseen events.

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

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

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

Nil



Waste Management Services Strategy

2018—2027

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Acronyms and Definitions

ARRF Advanced Resource Recovery Facility: A facility where organic and non-organic residential and commercial waste is received and sorted via the 'Bedminster' technology to produce a compost.

C & D Construction and Demolition Waste: Waste resulting from the construction, demolition, alteration or building of man-made structures. Often contains building rubble, bricks, pavers, concrete without with-out reinforcing bars, timber, plasterboards etc.

C & I Commercial and Industrial waste; General waste from commercial and industrial sources. May contain putrescibles, packaging, dry bulky waste, recyclables etc.

CRP Container Refund Point where eligible containers can be presented by the public for a monetary refund (see s 99K *Waste Reduction and Recycling Act*).

CRS Container Refund Scheme: A Queensland Government initiative aimed at reducing beverage container litter, which provides an incentivised scheme for the public to return eligible used beverage containers in exchange for a 10c refund.

Designated Benefitted Area : Areas designated by local government under the *Waste Reduction and Recycling Regulation 2011* or local law to receive a kerbside collection that is administered by the local government.

DES Department of Environment and Science: Queensland government department responsible for administering the *Environmental Protection Act 1994*, under which waste facilities including landfills and waste transfer stations require approval.

ERA(s) Environmentally Relevant Activities: Activities such as industrial processes or intensive agricultural activities with the potential to release emissions which impact on the environment and surrounding land uses. They are scheduled in *Environmental Protection Regulation 2008* and an Environmental Authority is required to conduct these activities.

FNQROC Far North Queensland Region of Councils: An organisation representing 13 member Councils from Hinchinbrook, north to Cook and west to Carpentaria in Far North Queensland.

LAWMAC Local Authority Waste Management Advisory Committee: An organisation of nineteen north Queensland councils dedicated to best practice waste management. LAWMAC aims to provide sustainable solutions through its regional forum and interactive participation across the region on current and future waste management practices and technologies.

MGB Mobile Garbage Bin: In this strategy, MGB refers to a 240L wheeled bin

MRF Materials Recovery Facility: A facility designed to sort and separate recyclable commodities through a combination of manual and mechanical processes. Plastics, steel, and aluminium are baled and are transported to Brisbane for recycling processes.

MSC Mareeba Shire Council

MSW Municipal Solid Waste: Waste produced primarily by households and similar residential properties, including recyclable and non-recyclable material.

Organic Waste Any waste that is of biological origin and has carbon content, and that can break down.

WDA Waste Disposal Agreement: A contract that sees any untreatable process waste from the ARRF returned to Mareeba for landfilling

WTS(s) Waste Transfer Station(s): A facility used for the temporary sorting, handling, and storage of waste prior to transport for final disposal or recycling.

1396 Contract MSC is party to the Waste Management Contract (no.1396) where kerbside collection rubbish combined with putrescible rubbish from waste transfer stations is delivered to the ARRF for processing. Douglas Shire and Cairns Regional Councils also participate in this contract with SUEZ. Cairns Regional Council administers the contract.



Figure 1 A Mareeba resident recycling

Executive Summary

Mareeba Shire Council (MSC) provides local government waste management services for a geographically dispersed population of 21,557 (ABS, 2018) persons through a mix of kerbside collection services, and the operation of waste transfer stations and landfills.

To enable a growing, confident and sustainable shire, a Waste Strategy (the Strategy) is required to manage the community's waste, enhance liveability and proactively mitigate against inappropriate waste management. This Strategy aims to do this by ensuring delivery of cost effective services, collaborative partnerships, and accountable governance over the long term.

The delivery of a sustainable waste management service is complex. There are several factors that must be considered when forward planning, including, but not limited to the changing waste policy setting, cost of providing services, increasing waste volumes and changing composition, ever changing government regulation, and initiatives and opportunities in regional partnerships. With this complexity in mind, the Strategy is designed to offer flexibility and resilience whilst outlining actions to achieve key corporate performance indicators and responsible waste management objectives.

It does this through giving consideration to the current and projected regulatory, economic environmental and community contexts and the implications of these on MSC waste services. The Strategy was written at the time when the Queensland Waste Levy looks likely to be reintroduced, the Queensland Container Refund Scheme is to commence, and offshore recyclable commodity restrictions have been imposed. Furthermore, the Queensland Government is considering the introduction of landfill bans on waste streams including clean construction and demolition waste (C&D), and domestic green waste. These changes, whilst proposed, may not all be introduced or may not always be in place. However, their very thought highlights the dynamic nature of the waste industry, and the manner in which Waste Strategies need to be flexible enough to account for pending future changes, at the same time as focusing on the provision of a fundamentally sound waste management system which maintains basic public environmental health outcomes.

The analysis of these waste management drivers along with MSC's waste profile has resulted in the identification of key strategic focus areas for MSC. These strategic focus areas reflect the need for waste reduction, advocating for economic opportunities in the circular economy, and the requirement for investment in waste infrastructure and services for the future whilst fostering community and regional partnerships. MSC is also recognised as having a lead role in the community in respect to managing its own waste.

From these key strategic focus areas, actions have been derived for implementation over the long term to achieve the objectives of this Strategy. Whilst comprehensive, it is recognised that the flexibility to make reactive decisions is best provided for through a set of guiding principles. This will ensure that the sum of decisions made over the lifespan of this Strategy are not ad-hoc, but contribute to our corporate vision of a growing, confident and sustainable shire. Decisions made in consideration of financial sustainability, service to the community, sound asset management principles, environmentally sustainable development and transparent governance including the waste hierarchy will ensure a sound and resilient waste management service.

Over the course of this Strategy's 10 year term, MSC will navigate key waste management contracts which have significant influence over the waste management services provided to the community.

This will be done whilst constantly exploring opportunities to recycle waste streams through alternative models. MSC will evaluate investments in infrastructure and devise the most economically prudent waste services for the benefit of the community and the environment.



Figure 2 Kerbside collection waste being unloaded at Mareeba Waste Transfer Station.

1. Background

Mareeba Shire Council (MSC) is located in Far North Queensland, west of Cairns.

MSC provides local governance for a geographically dispersed population of **21,557** persons across an administrative area of 53,457 square metres, (ABS.gov.au, 2018).

The main commercial and administrative centre of the shire is Mareeba, which is located 64 km west of Cairns, and has a population of **8,271** (ABS.gov.au, 2018). Most of the shire's remaining population reside in and around smaller towns and districts of Kuranda, Dimbulah, Koah, Speewah, Bibiohra, Mt Molloy, Julatten, Mt Carbine, Mutchilba, Irvinebank, Watsonville, Almaden and Chillagoe.

MSC seeks to implement enabling infrastructure to develop Mareeba as an industrial and service hub whilst promoting the Shire as a desirable lifestyle destination. To support these objectives, MSC is looking to ensure a sustainable waste service into the future.

In recent decades, the service delivery model for MSC's waste services has significantly grown in complexity from traditional local government waste collection and disposal services to providing a major waste disposal facility accepting domestic and commercial waste from the Cairns region.

This complexity led MSC to undertake a Waste Service Situation Analysis and Risk Identification Review in 2015 to identify and prioritise management issues affecting the provision of waste services. The resultant report (the Pacifica Report) provided a number of findings, including a key priority to develop a Waste Management Services Strategy that will ensure a sustainable waste service delivery over the long term.

The *Waste Reduction and Recycling Act 2014* also requires local government to prepare and implement a Waste Reduction and Recycling Plan. MSC embraced the business need to prepare a Waste Management Strategy that would also fulfil its statutory obligations.

Aurecon were engaged to undertake fundamental waste strategy planning work whereby a workshop was undertaken with key Council officers, followed by analysis of Mareeba Shire's waste collection and treatment data.

Concurrently, Far North Queensland Regional Organisation of Councils (FNQROC) engaged Arcadis to develop a Regional Waste Management Prioritisation and Resource Recovery Options Report (Arcadis Report). The Arcadis Report will assist FNQROC member councils to make informed decisions regarding the future development and improvement of the region's waste and resource recovery sector, based on evidence of need and prioritisation of options according to the greatest benefits.

1.1. What is the Waste Management Services Strategy and How Will It Be Used?

This Waste Management Strategy firstly describes the legislative, economic and community context in which MSC operates its current waste management services. These are considered to be the waste management drivers for the waste management industry relevant to Mareeba Shire. A baseline description of the shire's waste profile is then given providing some quantification of waste generation trends and finances. Combined, the waste industry drivers and the shire's waste profile are shaped into key strategic focus areas and broad strategic objectives. These are then considered against a set of waste management guiding principles that align to our corporate performance indicators, Figure 3.

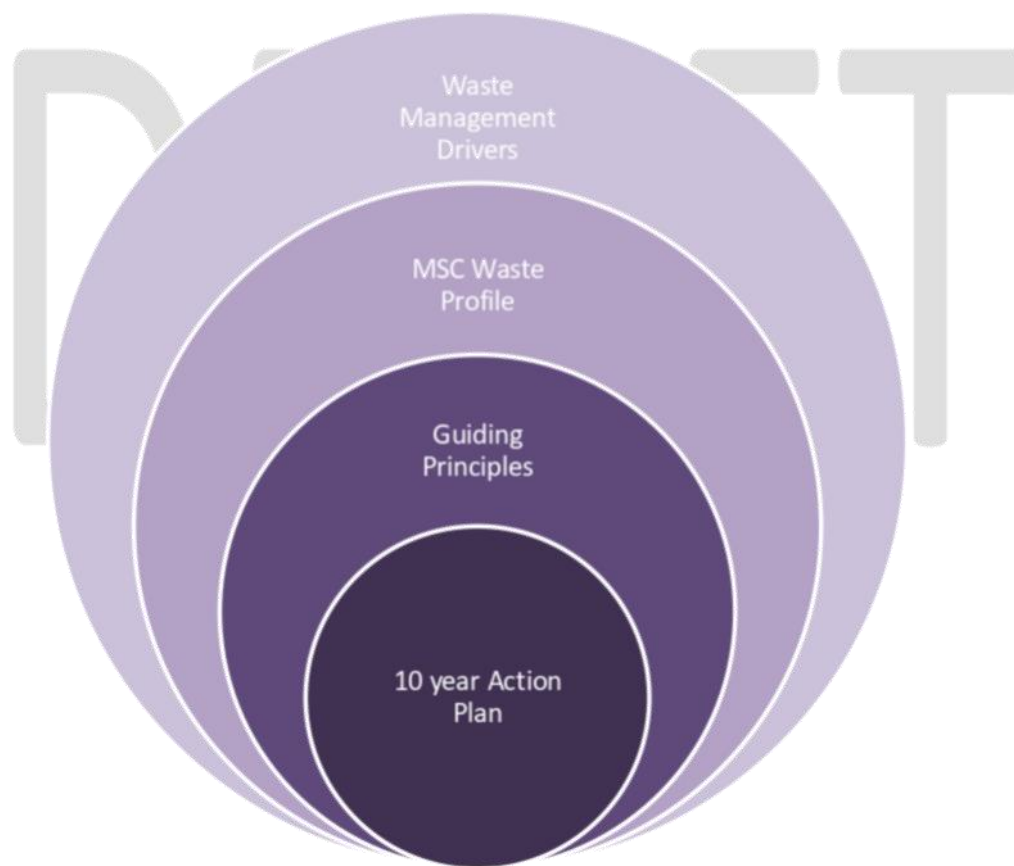


Figure 3 MSC Waste Strategy Methodology

Out of these strategic focus areas, a set of key actions, Table 8, to be planned for and implemented over the next ten (10) years emerged that will:

- Outline the waste management service for a ten (10) year period and forecast the service beyond the Waste Management Contract 1396 with SUEZ;
- Identify appropriate waste management infrastructure required to accommodate future population growth and to provide a foundation for future waste management planning decisions;
- Develop plans to deal with any residual risk identified in the Pacifica Report;
- Integrate customer service, asset management, safety and environmental responsibilities;
- Build on the opportunities and constraints identified in state and regional waste investigations;
- Meet regulatory requirements under the *Waste Reduction and Recycling Act 2014* about waste planning;
- Develop contingency, flexibility and capacity to respond to change in Queensland and Australian Government Waste Policy; and
- Integrate community aspirations about waste services and provide meaningful information and education.

Thereupon, this Strategy will be used to inform a number of corporate management plans and tools as summarised in Figure 4:



Figure 4 Waste Strategy Relationship

The Waste Strategy key strategic focus areas and action plan will link with and inform the Asset Management Plan to strengthen Council's long term financial sustainability for waste services. Under the direction of the Waste Strategy, the Asset Management Plan will boost Council's ability to:

- Implement an integrated risk-based asset management strategy to deliver an optimal balance between affordability and levels of service for waste services,
- Develop and implement waste asset management planning documents that consider the services and the associated service levels, costs and risks,
- Set waste fees at a level that ensures waste assets can be maintained at their agreed service level in accordance with the Waste Strategy, the Asset Management Plan, and Long Term Financial Plan,
- Systematically review, update and report on the performance of the waste asset management plans and long term financial plan including the underlying assumptions, discount rates and growth rates, and
- Communicate progress towards achieving best practice waste asset management to internal and external stakeholders.



Figure 5 Mareeba Landfill

2. Waste Management Service Drivers

Service drivers such as environmental and economic regulation, external policy setting, and the desire to implement a best practice system combine with community expectations to provide the context of the waste management service as it is today, and shape how it will be delivered in the future, Figure 6. This section discusses these drivers and their implication(s) to Mareeba Shire Council.

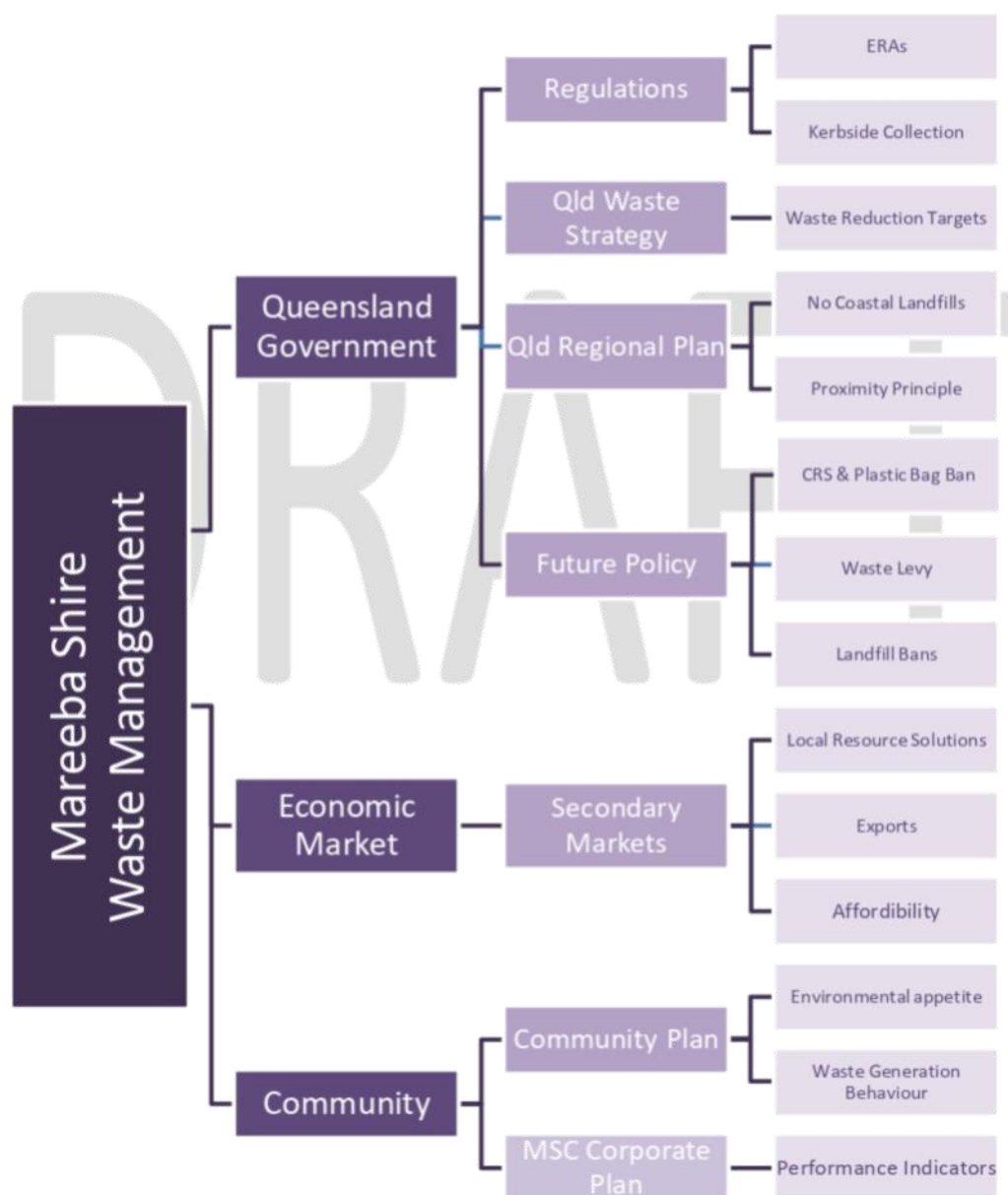


Figure 6 Waste Management Service Drivers

2.1. Queensland Waste Strategy

The Queensland Waste Avoidance and Resource Productivity Strategy (2014–2024) (Queensland Strategy) commits Queensland to becoming a national leader in avoiding unnecessary consumption and waste generation, adopting innovative resource recovery approaches, and managing all products and materials as valuable and finite resources.

The Queensland Strategy sets overall objectives to reduce waste generation per capita by 5% and waste to landfill by 15%. It also recognises the state's size and decentralised population requires flexible solutions, including local materials reuse and, in some cases, different regional recycling targets, Table 1.

Waste Stream	Generation 2014-15 (tonnes)*	Recycling rate 2014-15	Recycling target (2024)
Municipal Solid Waste (MSW)	2,551,321	31.2%	50% state-wide > metro – 55% > regional – 45% > remote – improve practice
Commercial and Industrial Waste (C&I)	2,587,756	41.3%	55%
Construction and Demolition Waste (C&D)	3,299,966	54.7%	80%

Table 1 Queensland's baseline waste numbers and 2024 targets

* Based on facilities reporting to the State of the Waste Report 2015, which does not provide complete coverage of the industry

It is possible that these targets may be reviewed by the current and future State governments over the term of this Strategy especially with the introduction of any Queensland waste levy (see section 2.2.4). It is MSC's intention that this Strategy is flexible and robust to adapt to external drivers whilst balancing the fundamental provision of a public health service to the community.

MSC Implication:

It is in Mareeba's best economic interests to encourage waste reduction and diversion, and to encourage partnerships and development that stimulates the processing of recovered resources within the regional economy. It is expected in future state waste strategies to develop policy around organics diversion.

2.2. Future Queensland Government Policies

The State Government is currently considering a number of waste policy options which could have an impact on the way waste is managed in the region in the future, and the recovery of resources from waste. A brief discussion of the key policies being considered is provided below.

2.2.1. Landfill Disposal Bans

The *Waste Reduction and Recycling Act 2011* makes provision for the introduction of landfill disposal bans in Queensland and recently undertook stakeholder consultation and a preliminary cost benefit

analysis that indicates that banning the following materials would be viable from a financial perspective:

- Sorted concrete,
- Tyres,
- Municipal green waste.

These materials were deemed feasible to ban from landfills given the access to secondary markets and/or the small quantities that are currently being disposed of to landfill.

MSC implications:

- MSC already provides for separation and recovery of green waste at transfer stations, so the volume being landfilled is minimal. Source separation of green waste is incentivised by providing this disposal option at no charge to the customer.

Any green waste in the general kerbside bin is recovered through the Advanced Resource Recovery Facility (ARRF) under the current waste management arrangements with SUEZ, Cairns Regional and Douglas Shire Councils. No further green waste material is accepted by the ARRF.

While mulch from green waste has potential beneficial uses, there are limited markets for the product and creates operational issues with stockpiled materials. A business analysis and evaluation is required to assess the product and any further market potential e.g. any perceived quality issues, value adding opportunities (such as addition of blood and bone) to increase value and demand.

- MSC is currently separating clean concrete and using it on site at Mareeba Landfill. At Chillagoe Landfill, concrete waste is being stockpiled. The external market outlets for recovered concrete are very limited and would require significant development. Furthermore, the relatively small quantities received mean that processing costs are high.
- Minimal impact is expected for tyres as they are already source separated and recycled albeit at a cost to Council. Tyre reprocessing into crumb for inclusion in asphalt and playground products etc is an established technology and may be a secondary market area to be encouraged to establish in the Shire.

2.2.2. Container Refund Scheme

The Queensland Government is planning to establish a state-based container refund scheme (CRS) intended to reduce littering and to improve source separation of recyclable materials. The management and financial impacts on councils are not yet clear and will depend on the final model adopted. A CRS could potentially divert valuable materials away from existing recycling systems, reducing overall MRF volumes which may potential drive MRF gate fees up. It is envisaged that 307 Container Refund Points (CRPs) will operate across Queensland by 30/06/2019 with a target of 15 in

the Cairns region including Cairns, Tablelands, Cassowary Coast, Yarrabah and Mareeba local government areas.

MSC implications:

- MSC currently offers container recycling at its WTSs but does not have a Material Recovery Facility. Whilst some of the recyclables are anticipated to be diverted from this Council service, there is little immediate impact anticipated except for potential nuisance issues at Container Refund Point (CRP) sites. The CRS may result in a lower viability in offering standalone alternative recycling collection methods such as the Kuranda recycling hub. Conversely, the CRS may offer opportunity for Council to require Container Refund Operators to provide recycling bins for containers that are not accepted through the scheme. Alternatively, MSC may consider providing a recycling hub service adjacent to a container refund point.

2.2.3. Lightweight plastic shopping bag ban

In conjunction with the CRS, the Queensland Government is introducing a plastic bag ban commencing 01 July 2018. Like the CRS, it is intended to reduce littering and the harmful impacts of plastic bags on wildlife. Plastic bags less than 35 micron in thickness are being targeted due to their lightweight and includes compostable or biodegradable bags.

Whilst the immediate management and financial impact will be upon retailers, experience from other states has shown a risk of retailers opting to provide a thicker micron thickness plastic bag instead.

MSC implications:

Overall the number of plastic bags should decline, resulting in less process waste being produced in the ARRF and subsequently being landfilled in Mareeba Landfill.

2.2.4. Waste Levy

It is likely that a waste levy may be reintroduced during this term of Queensland Labor Government (2017 - 2020). The establishment of a waste levy estimated at \$70/ MSW tonne was tabled in Parliament March 2018 in response to the public exposure of the movement of NSW waste cross borders to Queensland in 2017 to avoid paying NSW landfill levies. For the Queensland Labor Party, it will deliver on their commitment to introduce a market-based mechanisms to reduce waste to landfill, and to make recycling more cost effective (State Policy Platform, 2017).

While any levy in the future will increase the cost of sending waste to landfill, it may also promote the growth and development of secondary markets, improve the feasibility of resource recovery options and potentially provide funding for improved waste infrastructure.

MSC implications:

- The implication for MSC is for the Mareeba Landfill gate fee to increase by the waste levy amount.

- The cost of disposal of dry bulky MSW at Springmount post Mareeba Landfill closure will increase.
- The State Waste Levy will be charged in addition to the current price structure of the Waste Disposal Agreement with SUEZ.
- There may also be costs associated with administering the waste levy. Dependent upon the legislative requirements, MSC may need to establish a weighbridge at Kuranda, a Resource Recovery Area at Mareeba, CCTV, survey stockpiles and establish and maintain data reporting systems.
- Council will need to be ready to submit applications to the State for Levy Ready funding.
- Any excess cost that cannot be reimbursed through the State will require a review of the rates charges.
- Transport to the Cairns MRF or other diversion activities may also become more viable, increasing the economic incentive to divert recyclable commodities.
- Department of Environment and Science (DES) may introduce an updated Queensland Waste Strategy which may contain revised waste reduction targets. This Strategy, in later sections, aligns MSC targets with the current Queensland waste reduction targets. MSC targets may need to be revised and action measures assessed for their adequacy in reaching those revised targets.

2.3. Regulatory Context

2.3.1. *Environmental Protection Act 1994*

The *Environmental Protection Act 1994* (EP Act) is the overarching legislation in Queensland that sets the framework for achieving ecologically sustainable development and managing the impacts of various activities, including disposal and management of waste. The EP Act also establishes a system of licences, referred to as 'environmental authorities' (EAs), for conducting particular activities including various waste management activities.

MSC implications:

- MSC holds an Environmental Authority to undertake waste disposal activities at numerous sites although the majority have now been converted into transfer stations. At these sites MSC is liable for rehabilitation and aftercare for up to 30 years. The Mareeba Landfill is authorised to accept up to 100,000 tonnes per year whilst the small rural sites are authorised to receive no more than 5,000 tonnes per year. The licence also authorises MSC to undertake composting and soil conditioner manufacturing at its Mareeba Landfill site.

2.3.2. *Waste Reduction and Recycling Act 2014 and Regulation 2011*

The *Waste Reduction and Recycling Act 2011* is the principal legislation to promote waste reduction and resource recovery as a shared responsibility in order to minimise the impact of waste generation and disposal.

The Waste Reduction and Recycling Regulation 2011 outlines the management requirements for certain waste types, the obligations for operators of waste sites and requirements for waste data reporting. In accordance with the regulation, Council has designated waste benefitted areas for waste collection services.

2.3.3. Planning Act 2009

The *Planning Act 2009* (SPA) is the key legislation that coordinates planning and development approvals within Queensland. It establishes State Planning Regulatory Provisions (SPRPs), to support the implementation of regional plans, and State Planning Policies (SPP), which express the policies on specific matters of State interest. The Planning Act also allows for the designation of land for future community infrastructure to fast track the development approval process.

MSC implications:

- There is no Council managed land designated for future waste management activities however it is not anticipated that MSC would require another landfill site within the next 10 years

2.4. Regional Planning Context

While land use planning is primarily the responsibility of local government, the state has an interest in ensuring that broader regional outcomes are achieved through the application of state policy in local planning.

The purpose of regional plans is to identify regional outcomes to help achieve state interests. Regional policies are used to facilitate these outcomes by addressing existing or emerging regional issues, such as competition between land uses. Regional plans are developed through collaboration with local governments, key industry groups and the wider community to ensure the aspirations of all regional stakeholders are considered.

The *Far North Queensland Regional Plan 2009* covers Cairns, Mareeba, Yarrabah, Wujal Wujal, Douglas, Tablelands and Cassowary Coast. On waste management infrastructure, the plan states its support for the proximity principle:

The proximity principle—fostering and encouraging local solutions for waste management and resource recovery—will be encouraged where feasible. The focus will be more on providing local facilities rather than regional, such as transfer stations. Recycling and other waste recovery facilities may need to be regional to achieve economies of scale and for proximity to transport infrastructure. Landfill facilities should also be regional, but these are the least preferred method on the waste hierarchy. (Dilgp.qld.gov.au, 2018, p110)

The plan also comments on the siting of landfills in the region, noting:

The preferred location for any future landfill facilities is the western side of the Great Dividing Range, removed from the wet tropics, the coastline and Great Barrier Reef. Any future landfills should be located in geologically stable areas that are not flood prone or adjacent to areas of high ecological significance.

An integrated and coordinated network for sustainable waste management and resource recovery is adopted across the region to achieve greater resource use efficiencies and effectiveness, and better environmental, social and economic outcomes. (Dilgp.qld.gov.au, 2018, p110)

MSC implications:

- The Regional Plan assures a continued need into the future for any landfill infrastructure to be located within the Mareeba Shire. Currently there are the two landfills - Springmount Waste Facility and Mareeba Landfill. With the contractual arrangement for Mareeba Landfill set to end in 2020, Springmount Landfill would be the only landfill servicing FNQ regional Councils. It has at least 60 years capacity setting it up to be the major regional landfill. There is a risk, however that it may create an overreliance on an external, privately run landfill.

2.5. Economic Market Context

In conjunction with legislative incentives, the recycling and end-of-waste market is driven by the demand for the resources. Arcadis (2016) found that generally the local secondary market is limited and under developed in Far North Queensland (FNQ) which presents a significant constraint on resource recovery. Additionally, MSC identified through a community survey in 2015 that ratepayers have a very limited desire to pay for recycling services in Mareeba Shire which also presents little economic incentive to collect and process recyclables.

Existing local secondary markets consist of local mulch production from green waste, compost production through the Cairns Advanced Resource Recovery Facility (ARRF), glass recycling at the Cairns Material Recovery Facility (MRF), scrap steel and biosolids beneficial reuse. Significant constraints exist for the development of local reprocessing solutions, including the low tonnage of feedstock material meaning MSC cannot achieve economies of scale, a lack of demand for the end product, limited ability to produce diverted product to required specifications, and the cost incurred by Council, rather than revenue, to transport the materials.

The bulk of Mareeba Shire's domestic recyclables are transported to the Cairns Materials Recovery Facility where materials are sorted and rail freighted to re-processors in southern markets.

China, as a developing nation, has long been the recipient of recyclables due to its demand for resources and low cost of import and processing. In recent years, the environmental and human

health impact of processing recyclables in China has become apparent and from early 2018, China ceased accepting post-consumer plastics.

Joint local government initiatives or partnerships through FNQROC provide a viable economic outcome for Council to achieve economies of scale regionally with subsequently lower costs, as presently the case for biosolids management, organics resource recovery and kerbside collection. Ferrous and non-ferrous metals, on the contrary, generates revenue for Council and likewise, partnerships through FNQROC produce a more profitable outcome.

MSC implications:

- MSC should continue to work with FNQROC to develop the feasibility of secondary markets in the region and encourage industry to establish within Mareeba Shire.

2.6. Community Drivers

2.6.1. Mareeba Shire Corporate Plan (2018 - 2022)

Through adoption of this Strategy, Mareeba Shire Council will deliver waste services consistent with the Mareeba Shire Council Corporate Plan 2018- 2022 and this document in turn will inform future Corporate Plans. The key strategic areas of the Corporate Plan are integrated into the guiding principles of the Waste Strategy to inform future waste management decisions and to align performance outcomes with the Corporate Plan.

The Corporate Plan 2018 - 2022 specifically sets the following key performance indicator for waste:

EAE1 Environmentally responsible and efficient waste and wastewater management

- Promote the minimisation of waste the community creates.

MSC Implication:

- Effective promotion of waste minimisation should entail analysis of waste generation data and monitoring of waste volumes processed at WTSs, consideration of population growth, infrastructure and service requirements to divert waste resources from landfilling.

2.6.2. Tablelands Community Plan 2021

As part of the review of the community plan in 2016, specific feedback was sought from community regarding the most important waste issues for MSC in the long term. A range of issues were identified by the community representatives but by far the most popular feedback item from those who attended was for improved recycling services followed by ensuring good accessibility (opening hours) to a waste disposal facility.

The recommendation for improved recycling services was consistent across all localities and included recommendations for kerbside recycling, recycling hubs and being able to recycle more goods, Figure 7

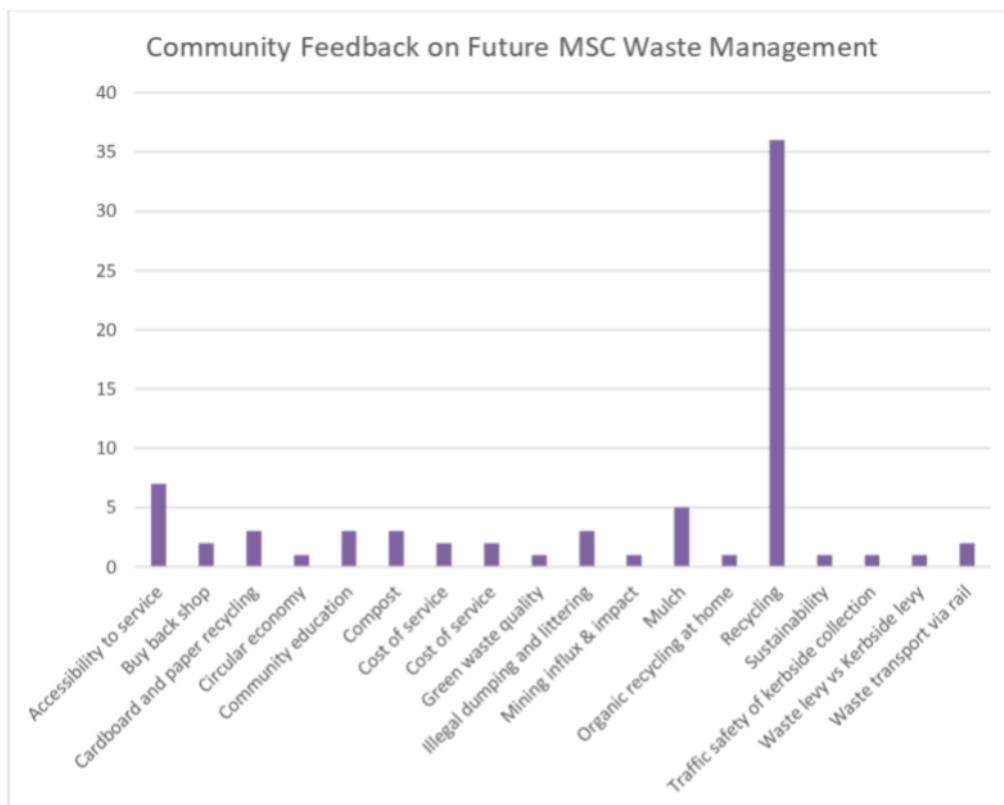


Figure 7 Community recommended most important waste issues for MSC

The positive recommendation for recycling during the Community Plan feedback process was generally consistent with a survey that MSC undertook in 2015 to understand the desire for a kerbside recycling service. This survey was an "opt in" style survey that explored whether ratepayers that received a kerbside waste collection service were willing to pay for an additional recycling service. Ratepayers were given a choice of fee levels that they would consider acceptable for the service. These fee levels were based on an assessment where the service would be considered feasible if a certain number of positive responses were received for a corresponding fee level. Of 6,393 invited to survey, only 323 positive responses were received, with overall feedback indicating

there was a limited desire by respondents to pay for an additional service. As a result, the recycling service was deemed economically unviable and was not further progressed.

The survey was limited however in that it did not gauge support for recycling initiatives in general and did not survey those in rental accommodation which accounts for about a third of residential tenure in Mareeba Shire (ABS.gov.au,2018).

The survey did highlight anecdotal evidence that some ratepayers were satisfied using the recycling services offered at WTSs. However, feedback from the Kuranda district identified access to this service was difficult due to its location in Koah and subsequently MSC moved to implement a Recycling Hub at the Community Precinct in Kuranda, Arara St. The recycling hub has been very successful with service levels increasing.

3. Mareeba Shire Waste Profile

This section of the Strategy outlines the existing waste infrastructure, services, contracts, waste generation trends and waste finances.

3.1. Current Waste Infrastructure

MSC manages the following waste infrastructure assets using a combination of internal staff and external contractors:

Table 2 MSC Waste Infrastructure

Asset	Management
Almaden Transfer Station	External Contract
Dimbulah Transfer Station	External Contract
Mutchilba Transfer Station	External Contract
Irvinebank Transfer Station	External Contract
Julatten Transfer Station	External Contract
Kuranda Transfer Station	External Contract
Mareeba Transfer Station	External Contract
Mt Carbine Transfer Station	External Contract
Mt Molloy Transfer Station	External Contract
Mareeba Landfill	Internally operated under SUEZ Waste Disposal Agreement.
Chillagoe Landfill and Transfer Station	External Contract
Old Mareeba Landfill	Internally managed

Waste infrastructure is primarily funded through the MSC Waste Management Levy charged each rateable period. Currently \$154 per year per rateable property provides funds to assist with the operation and management of the waste transfer stations and landfills. The fee also allows residents to dispose a ute load or trailer load of domestic waste to these facilities for no additional charge.

In addition to the Waste Management Levy, revenue from external contracts such as scrap metal recycling and waste fees and charges also contribute to the Waste Fund.

The recent history of major infrastructure changes within Mareeba Shire are presented in Table 3.

Table 3 History of Major Waste Infrastructure Changes

Year	Site	Change	Reason	Investment \$M
2018	Chillagoe Landfill	Conversion to a manned secured facility	Capacity issues, unauthorised burning, no separation of wastes	0.02
2018	Leachate System Upgrade	Collection of leachate from OML and active landfill to sewage treatment plant.	Implementation of final cover system on OML and groundwater contamination preventative measure.	1.3
2018	Old Mareeba Landfill	Final Cover System and the subsequent creation of a large void available for landfilling activities.	Regulatory compliance, minimisation of groundwater contamination and other potential environmental harm.	6.0
2018	Mareeba Landfill	Construction of Surface Waters Treatment System.	Regulatory Compliance to minimise discharge of sediment laden waters off site.	0.5
2017	Almaden Landfill	Closure of small traditional trench landfill and implementation of transfer station in town.	Site was unmanned and easily accessible from the highway leading to improper use of the site, illegal burning and poor waste management behaviour.	0.1
2017	Kuranda WTS	Upgrade and reconfiguration	Upgrade capacity for waste receipt due to increase in services and the need to rectify functional issues.	0.2
2005	Irvinebank, Mt Molloy, Mt Carbine Landfill	Final cover systems and conversions to WTS.	To provide feedstock for new Waste Management Contract.	-

3.1.1. The Mareeba Landfill

The Mareeba Landfill site is comprised of:

- the active landfill (Cells, 2,3 and 5) which is fully lined, and includes systems for groundwater and leachate collection and pumping,

- the Old Mareeba Landfill, now rehabilitated and in its post closure care period, and
- the Waste Transfer Station.

The Mareeba Landfill primarily receives waste that is not able to be processed at the ARRF under the Waste Disposal Agreement (WDA) with SUEZ (*note - this contract is outlined in Waste Management Services*). It also receives dry bulky municipal solid waste (MSW) from MSC WTSSs, and C&I waste.

This landfill unit is set to close in 2020 with the expiration of the WDA where SUEZ will fulfil their contractual obligation to design and construct the final cover system for the landfill.

In 2017 (calendar year), a total of 36,264.96 tonnes of waste was landfilled in Mareeba Landfill, whereby SUEZ contributed just over 32,000 tonnes. This has been a dramatic reduction from previous years where waste landfilled was approximately 75,000t per year. The reduction in landfilling was due to a change in the WDA made in 2017, Figure 8.

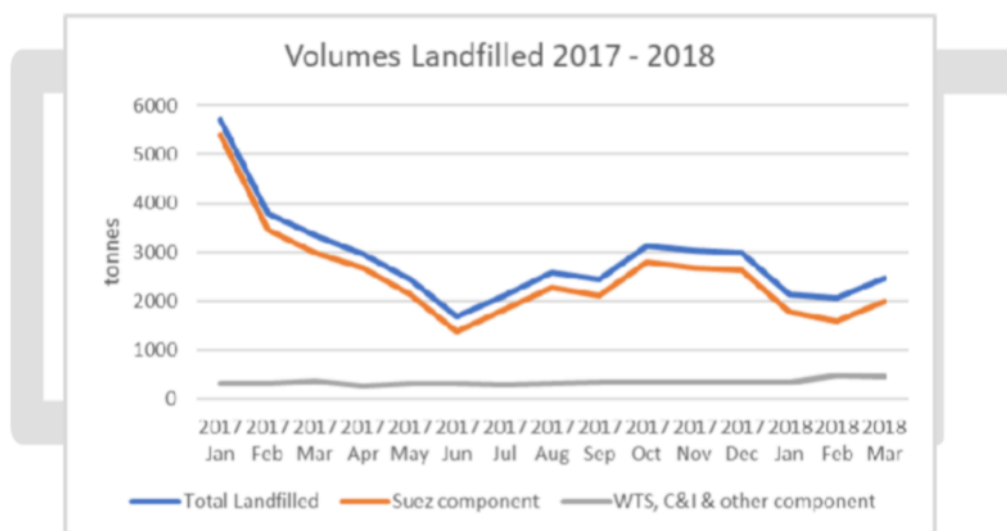


Figure 8 Landfilled volumes 2017 to date.

Prior to the change to the WDA, the Site Development Plan for the Mareeba Landfill showed a higher design height for the landfill and additional cells, 4 and 6, to the south of the site. These cells may only be developed if certain Environmental Authority conditions can be met that relate to odour management issues and more broadly environmental risk management.

In 2020, with the closure of the Mareeba Landfill under the WDA, approximately 4,000t of materials which are currently directed to landfill will require redirecting to either a new cell at the landfill, or to a third party.

In 2018, Council undertook an assessment of waste management options to identify the best value for money option over 20 - 30 years for that 4,000t of waste. Four options were assessed; upgrade the waste transfer station, commission a new land cell at the Old Mareeba Void (*note- this area is described below*), commission cells 4 and 6 for either putrescible or non-putrescible waste. That assessment identified that upgrading the waste transfer station is the best value for money option

conditional upon Council maintaining the ability to recommence landfilling under the Environmental Authority if needed due to a third party gate fee price hike.

3.1.2. The Old Mareeba Landfill (and Void)

The Old Mareeba Landfill (OML), located on the active Mareeba Landfill site, is comprised of a raised waste disposal mound overlaying traditional backfilled trench style gullies. It commenced receiving waste approximately in the mid 1980's and ceased waste receipt in the early 2000's. It is an unlined landform and received its final cover system in 2018. The OML is now in its post closure care period.

The consolidation of waste from the unlined informal Old Mareeba Landfill created a larger than expected void providing a discrete air space of 41,083m³ and opportunity for further landfilling. Operationally, the void is difficult to manage in the wet system and presents a structural risk to the infrastructure such as the leachate system and the northern bund wall. As such, the void requires filling. An assessment of landfill options at Mareeba Landfill identified that developing the void air space is more economically feasible than developing new cells associated with the current landfill unit as there is no financial cost to excavate and there are proximity constraints imposed by the environmental authority in relation to residential dwellings immediately to the south of the new landfill site (the potential for odour nuisance, groundwater and gas management risks issues).

The operational need to fill the void must be balanced by the whole of life cost for a landfill and the need for the upgrade to the existing transfer station. The upgrade to the waste transfer station will take priority with the use of the void as a landfill in the future if Council identifies financial incentive to do so. In the interim, Council will look to filling the hole operationally with clean earth or clean earthen materials such as bricks pavers, ceramics or concrete.

3.1.3. Chillagoe Landfill

MSC also operates a small traditional unlined trench landfill at Chillagoe which receives domestic and commercial waste. Concrete, tyres, batteries, ferrous and non-ferrous metals and green waste are separated, stockpiled or transported for recycling. Due to limited resources, this landfill was unmanned until 2018 and as result, illegal burning and unauthorised dumping of waste occurred at the site.

The current Chillagoe landfill trench is expected to reach capacity within the next year (by 2019), much sooner than expected due to the reestablishment of the Mungana mine site. The implications of developing new compliant landfill cells with leachate systems will be a significant cost to Council. Due to this reason, capacity issues and the waste management behaviour at the landfill, Council moved to secure and man the site and introduce fees and charges consistent with other MSC manned sites. There are now no unmanned waste disposal sites in Mareeba Shire.

Since the introduction of the supervision and fees and charges, Council has met opposition from the township and its commercial operators but it did provide economic incentive for the mining camp to minimise landfilling in the MSC Chillagoe landfill. The mining camp now manages the bulk of its waste through a third party.

A Site Development Plan for Chillagoe Landfill had been prepared and options for the development of further cells were included however Council financially modelled two different waste scenarios; conversion to a waste transfer station or development of new fully engineered, compliant landfill cells with a Queensland Waste Levy ready weighbridge. The Waste Transfer Station model was identified as the best value for money option over the longer term again subject to Council maintaining the ability to recommence landfilling if needed due to a third-party gate fee price hike (Resource Innovations, 2018).

3.1.4. Waste Transfer Stations

MSC currently owns and operates, through external contracts, ten (10) Waste Transfer Stations: Kuranda, Mareeba, Irvinebank, Julatten, Mt Carbine, Mt Molloy, Dimbulah, Mutchilba, Almaden and Chillagoe (*note - Mareeba and Chillagoe operate as a Landfill and a waste transfer station*).

These waste transfer stations offer at least one bin for wet domestic waste disposal and one bin for dry bulky waste disposal. Transfer Stations also offer recycling collection points for a wide range of commodities but not all services are provided at all sites.

The Mareeba Waste Transfer Station is the primary waste transfer station for the Shire, processing Mareeba township waste, all waste from the other WTSs, all kerbside collection waste, and Mareeba Landfill waste. The Mareeba WTS is the only transfer station with a weighbridge. In the 2017 calendar year, the WTS processed:

- 56,269 tonnes total waste.
- 3900 tonnes dry bulky waste and 613 tonnes processable waste from all WTSs
- 5,117 tonnes kerbside waste
- 38 tonnes domestic recyclables
- 3,405 tonnes green waste
- 43 tonnes tyres
- 23 kL waste oil
- 25 tonnes used lead acid batteries
- 1200 tonnes ferrous scrap metal
- 32 tonnes agricultural plastic

The Mareeba WTS is currently at capacity with Roll On and Roll Off bins overfilling on the weekends and the site's layout is not conducive to effective supervision by waste transfer station staff. As result, waste being deposited on the ground, in the wrong bins, and staff are inefficiently having to double handle the waste. The WTS will require a reconfiguration and upgrade in the near future to accommodate these issues and to accommodate increased transfer activities when the Mareeba Landfill closes, and to be able to divert more waste from landfill to be waste levy ready.

Kuranda WTS is the next largest WTS in Mareeba shire receiving domestic, commercial and recycling self-haul. The site receives substantial amounts of scrap metal, green waste and recyclables. It is also nominated site under the *Queensland Biosecurity Act 2014* to receive green waste from invasive ant restricted areas. This site is at risk of waste being dropped off by Cairns residents, under charging, theft and nuisance break ins. Kuranda WTS may also require a weighbridge under the proposed waste levy to address the commercial and industrial component of waste received at this site.

3.1.5. Kuranda Recycling Hub, Arara Street.

In addition to the waste transfer station provided for Kuranda, a domestic recycling collection point is offered at the Kuranda Community Precinct. This was offered shortly after the outcome of the recycling survey in 2015 due to the pro-recycling stance from the community, the non-central location of the transfer station, and accessibility issues (Kuranda WTS is located in the locality of Koah). The site is well used and MSC has had to increase the service level at this Recycling Hub due to volumes received. The hub has very clear infographic signage there is minimal contamination with non-recyclables.

3.2. Waste Management Services

MSC delivers kerbside collection services, transfer station operation and landfilling waste services to the community. It is party to a number of waste management contracts most significantly, the Kerbside Collection Contract with JJ Richards, SUEZ 1396 Waste Management Contract and the SUEZ Waste Disposal Agreement.

Under these contracts, municipal solid waste streams sourced either through the kerbside bin collection in Designated Benefited Areas or at MSC waste transfer stations is transported to the ARRF in Cairns where putrescible waste (treatable waste) is processed to produce agricultural compost. SUEZ recovers a minimum of 50% of organics from this waste stream to produce saleable agricultural compost. Waste that enters this processing stream that cannot be composted e.g. plastic bags (process waste) and is then transported to Mareeba Landfill or Remondis' Springmount Waste Management Facility for landfilling, Figure 10.



Figure 9 Mayor Tom Gilmore welcoming the new kerbside collection trucks.

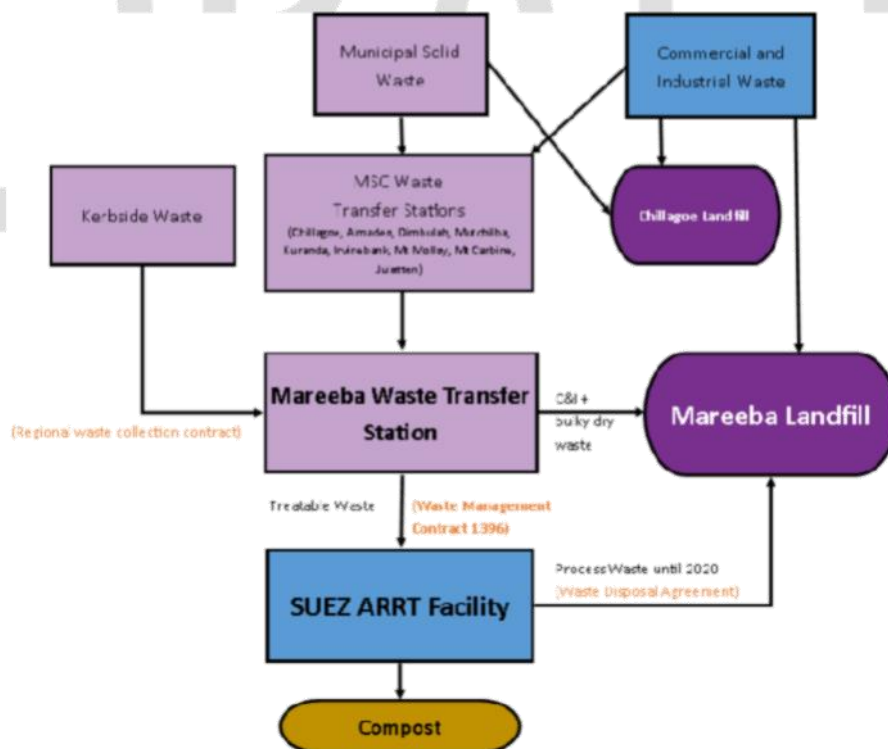


Figure 10 Mareeba Shire Waste Flows 2018 - 2026

A brief description of each of the services provided is outlined in Table 4 . These services must be delivered in compliance with relevant legislative requirements and contractual obligations.

Service provided as at 2018	Delivery model
Kerbside Collection Service	External Contract
Waste Transfer Stations (Chillagoe, Almaden, Irvinebank, Dimbulah, Mutchilba, Mareeba, Kuranda, Mt Molloy, Julatten, Mt Carbine)	External Contracts for transport of bins and day to day operation of the WTS
Mareeba Landfill Waste Disposal Facility 50,000 – 100,000 tonnes per year	Waste Disposal Agreement Contract with SUEZ.
Waste Disposal Facilities 2000 – 5000 tonnes per year (Chillagoe)	Internal
Ferrous metal	FNQROC contract
Non-ferrous metal	Opportunistic Secondary Market
Used Lead Acid Battery	FNQROC contract
Domestic Recyclables (eg Plastic, glass, aluminium)	CRC MRF
Hydrocarbon waste oil, oily waste	External Contract
Tyres	External Contract
E-waste	Opportunistic Secondary Market
Green waste	External Contract
Agricultural plastics	Opportunistic Secondary Market

Table 4 Mareeba Shire Council Waste and Resource Recovery Services as at 2018

3.2.1. Waste Disposal Agreement

In March 2006, MSC entered into a Waste Disposal Agreement (WDA) with CEC Resource Recovery Pty Ltd, now SUEZ. In 2017, the WDA was renegotiated after SUEZ terminated the contract and MSC conducted a Waste Service Situational Analysis and Risk Assessment. The contract is has an expected worth of \$1.1M in annual revenue for Council, depending on the quantity of waste disposed under the agreement.

Broadly, the WDA outlines the contractual requirements of SUEZ to design, construct and cap waste cells at the Mareeba Landfill and the requirements of MSC to operate the cells, manage the environmental impacts of the site and accept waste from SUEZ (with the exception of a 10,000 tonne per year allowance for Mareeba's waste to be disposed of within the SUEZ constructed landfill cells).

The term of the WDA is until November 2020 whereby SUEZ will implement the final cover system and the landfill will enter into a Post Closure Care period.

3.2.2. Waste Management Contract No 1396

MSC is also a party to a separate contract, the Waste Management Contract, Contract No. 1396 (Contract No. 1396), between Cairns Regional Council, Douglas Shire Council, the Cairns Waste Management Group and CEC Resource Recovery (now SUEZ) where kerbside and self haul

putrescible waste is digested into compost of agricultural value. Contract No.1396 requires SUEZ to accept, transport, treat and dispose of this waste from the participating Councils.

Contract 1396 is scheduled to expire on 14 August 2026 unless there is a default by the contractor, Cairns Regional Council commits a substantial breach of the Contract, or SUEZ is unable or unwilling to perform the work required under the contract or remedy a default.

In the event that Contract 1396 terminates prior, MSC will assess the economic feasibility of disposal options during the WDA contract contingency period.

MSC is party to the Contract 1396 until 2026 with no option for termination or opting out for convenience. Despite the cost, the Contract provides a higher value outcome for the organic waste stream and with the previously outlined waste drivers is expected to continue the need for organics recovery into the future. Organics recycling requires significant capital investment, business modelling and contract development. Long term organics planning must commence now to ensure a smooth transition in 2026. Mareeba Shire offers suitable location for the solution due to the proximity to waste streams and proximity to the agricultural sector and there is less risk for associated environmental nuisance issues.

MSC should continue to work with other regional Councils to plan for the organics future and explore the Shire's capacity to site the facility and assess composters capability to tender in 2026. MSC should consider green waste as an additional feedstock to this organics solution also. A public - private partnership may also be considered to encourage the establishment of the organics recycling facility which will result in the development of additional jobs within the shire.

3.2.3. Kerbside Collection Contract

MSC provides kerbside collection services via an external contract to residences within Designated Benefitted Areas in the localities of Kuranda, Mareeba, Mutchilba, Dimbulah, Julatten and Mt Molloy. Currently, the service is for one 240L mobile garbage bin (MGB) per residence per week. The areas are designated under the *Waste Reduction and Recycling Act 2011* provisions through Council's budget process. The ability to designate areas under this legislation was set cease in July 2018 and as such Council, consistent with other Queensland local authorities, has transferred power to a local law.

In 2018, MSC entered into a nine (9) year kerbside collection contract with JJ Richards, with the opportunity to extend the contract for two additional years. This contract has a whole of life cost of approximately of \$8.8M. Further significant collection cost is incurred through the transport of this waste under Contract No.1396; the cost of participating in this contract is approximately \$750K per annum varying with waste volumes transported.

The collection contract is principally funded through the Waste Collection (kerbside) levy charged to each eligible property, every rateable period; \$278/year per service (one MGB lift per week).

Council will continue to monitor for uncharged services by conducting random audits. Council will also look at rationalising the benefitted areas and service modelling to improve service efficiencies whilst being mindful of contractual assumptions with JJ Richards i.e. the contract cost per service is

dependent upon a minimum number of pickups and variations to this can increase cost.

3.2.4. Other Contracts

MSC also currently manages its WTS through external contracts through to 2020 with the option to extend for a further two years. This coincides with the end term of the WDA contract with SUEZ in 2020. The aligning of termination dates reflects the need to review the impact on MSC's Waste Management Levy and the economic sustainability of managing the WTS externally.

Recyclables are managed through a number of external contracts and opportunistic partnerships with other Councils or external organisations.

Pacifica estimated the cost to Council of other various formal arrangements to be approximately \$360K pa.

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3.2.5. Recycling

At the time of preparing this Strategy, MSC offer recycling services for:

- Domestic recyclables: plastic containers, glass, cans and tins,
- Green waste
- Electronic waste (computers, printers, televisions),
- Waste hydrocarbon oil,
- Tyres,
- Used Lead Acid Batteries
- Ferrous and non-ferrous scrap metal including degassed gas bottles, and
- Agricultural plastics including fluming, trickle tape, plastic insecticide drums.

These services are provided through WTSs and a recycling hub in Kuranda. Not all services are available at all sites. No domestic kerbside recycling is offered in Mareeba Shire and the Council does not offer a Commercial and Industrial recyclables collection service, Figure 11

In recent years, the number of commodities that can be recycled has increased and WTSs have had to accommodate additional resource recovery areas e.g. e-waste, agricultural plastics. It is likely, especially with the potential re-introduction of a waste levy, that the number of recyclable commodities will continue to grow. As such, WTSs will need flexibility to accommodate the segregated resources for transport e.g. extra bays, bins, sheds.

Currently all domestic recyclables are transported to Cairns MRF where goods are sorted and on-forwarded to secondary markets in southern centres. MSC recovered 92 tonnes of recyclables in 2017, increasing from 70 T in 2014/2015. This represents a 32% increase in the recycling rate since 2014. However, MSC is only recycling about 10% of its total volume of waste, well below the State Waste Strategy's target of a 45% recycling rate by 2024.

Contamination rates of recyclables provided by MSC are low and are consistently below the Cairns Regional Council's acceptance criteria of 15%. This is primarily attributed to the fact that customers who participate in recycling at the WTS or Kuranda Recycle Hub do so voluntarily, and as such are generally more environmentally motivated to follow the correct practice.

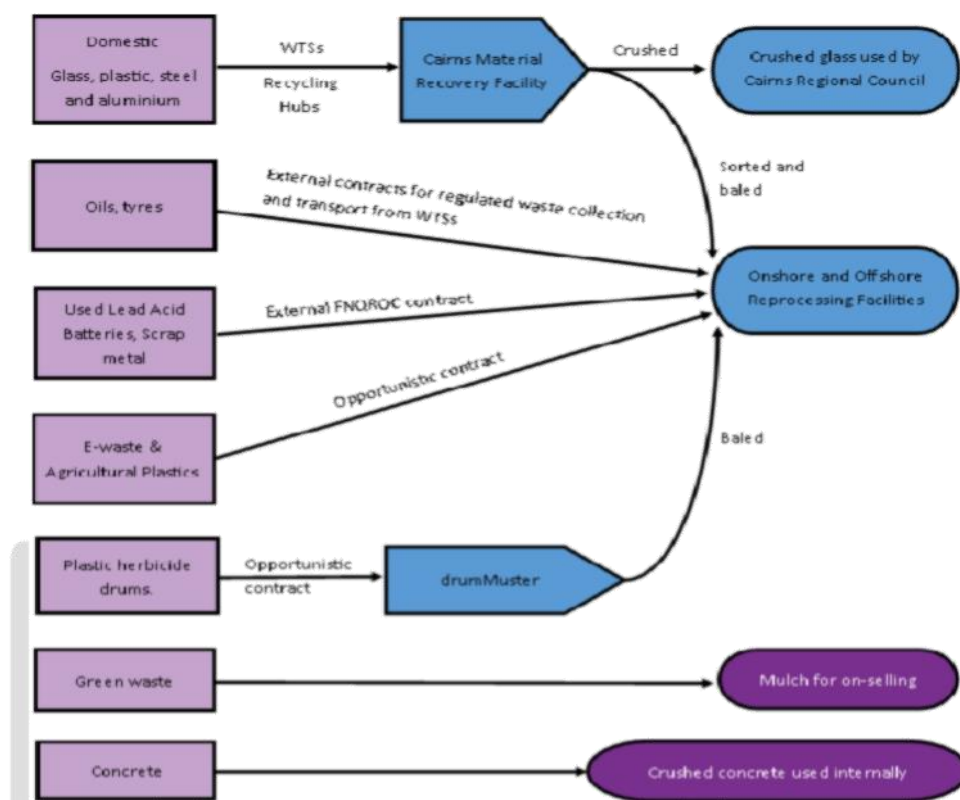


Figure 11 Recycling Waste Flows

3.2.6. Disaster Waste Management

MSC offers key waste management services in response to disasters to manage the public health risk associated with the large amounts of waste that is generated. Normal waste management facilities may be overwhelmed or may be cut off and alternative arrangements need to be made. In this situation, the Local Disaster Management Group will look to MSC Waste Services for alternatives.

Where the waste management hierarchy and public health issues conflict, measures to protect human health such as incineration and landfilling are the preferred methods of management as outlined in the Disaster Management Public Health Sub Plan. However, it would be prudent to have pre-planned scoped out alternative sites per locality or services for the management of waste and these be reviewed each year. It is also necessary to be prepared for the treatment of hazardous wastes such as asbestos.

3.3. MSC Waste Finances

MSC Waste raises revenue principally via Council imposed rates, the waste disposal agreement with SUEZ, interest in investments, and gate fees.

At a very high level it is clear that the waste fund is downsizing but remains positive where overall income is exceeding expenditure, Figure 12.

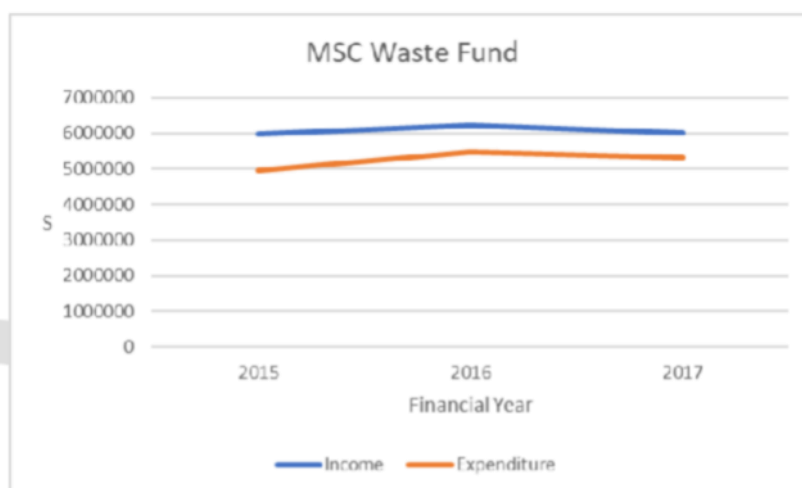


Figure 12 MSC Waste Fund 2015 - 2017 financial years

An analysis of the waste finances over the previous 3 year period has found that finances are prudently being managed in waste management areas, (Table 5, Figure 13) whereby:

- Kerbside Collection = Kerbside collection rates levy plus other kerbside collection revenue (eg wheelie bin sales) less collection costs (including waste collection contract and 1396 waste management contract),
- Landfill and WTS = Waste Management rates levy plus revenue generated at landfills, (WTSs and WDA contract) less cost of landfills and transfer stations (includes depreciation),
- Other revenue = Interest earned on investments and constrained works.

Table 5 Breakdown of Waste Fund into Service Areas

Income less Expenditure	2015 \$	2016 \$	2017 \$
Kerbside Collection	321,074	458,226	525,950
Landfill & WTS	546,886	205,145	39,564
Scrap Metal	62,316	-38,126	70,546
Drum Muster	0	6,222	2,120
Other Revenue (interest on various Council investments)	206,068	253,806	242,060
Sub Total Profit	1,136,343	885,273	880,240
less Admin Costs	562,660	683,371	269,401
Total Profit	\$573,683	\$201,902	\$610,839

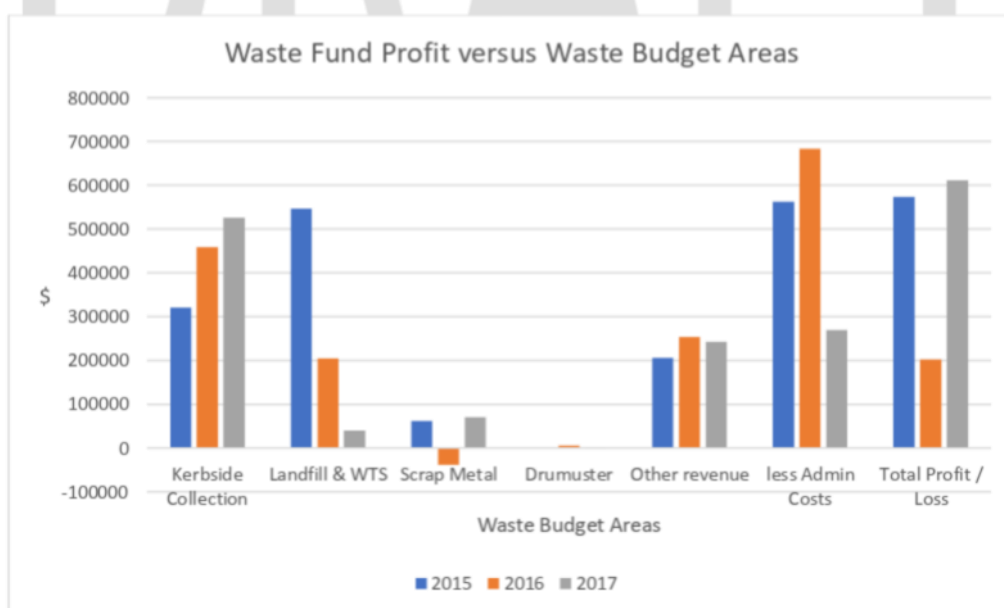


Figure 13 Graphical representation of the Waste Fund breakdown

Generally, the kerbside collection profit margin is increasing whilst profit from the landfills and transfer station is decreasing. The latter can be attributed to the decline in income (e.g. Reduction in SUEZ income) and the addition of the increased cost of environmental compliance to operate a landfill responsibly. However, it is important to note that it is predicted to stabilise at or about the \$40K surplus over the term of the WDA. The administration cost in 2016 that resulted in a smaller profit that year appears to have been remedied in 2017, reflecting the structural changes made to staffing of the landfills.

The scrap metal loss reported has been attributed to erroneous revenue reporting and is most likely to have been reported in the waste transfer station revenue. Despite market fluctuations, scrap metal continues to provide a revenue stream for MSC and this not expected to alter over the long term.

Analysis of the raw data also found, similar to the Pacifica Report, that WTSs maybe failing to identify revenue streams for the Council. Revenue from WTS dropped 40% between 2016 FY and 2017 FY.

Generally, the waste fund is healthy but it would be prudent to review fees and charges to ensure that the true cost of waste management has been updated and considered over the long term for financial sustainability. This will enable a good platform for decision making around market changes such as the introduction of a State imposed waste levy.

3.4. MSC Waste Production Trends

The Australian Bureau of Statistics (2018) identified that the total volume of waste generated in Australia each year has been growing faster than annual GDP growth and that of the total waste produced, less than a third (29%) originated from households and other municipal sources. Waste from the commercial and industrial sector accounted for 33%, whilst the construction and demolition sector accounted for 38%.

Waste data from Mareeba Shire Council's annual waste survey for the Queensland Government (2014 - 2017) suggests that municipal solid waste generated and received at Mareeba Landfill fits this general profile whilst other waste generated is heavily skewed towards commercial and industrial. This is predominantly due a number of factors including but not limited to:

- Mareeba Shire's contractual relationship under the WDA to receive commercial and industrial waste,
- There are two landfills operating within the Shire (waste quantity and type received is split), and
- Mareeba Shire consists of remote rural and rural regional centres where a declining construction industry is greatly outweighed by the primary industry sector (.idcommunity, 2018).

Waste data collected via the Mareeba Landfill weighbridge shows that Mareeba Shire currently produces just under **35,000 tonnes** annually including all MSW, C&I, C&D, green waste and recyclables. This figure does not include the tonnage received from the Cairns ARRF under the Waste Disposal Contract with SUEZ. Annually, each kerbside collection service contributes an average of 771kg, and at a 2.5 person per dwelling average for Mareeba (ABS,2018), **each person throws out 310kg in the wheelie bin each year or 6kg each week.**

Residents also dispose of waste at the WTSs and generate commercial and industrial waste e.g. when visiting cafes. When considering waste generation rates at WTSs and C&I rates, **each person generates an average of 1458kg/year.** This compares well to Queensland's baseline figure of 1900 kg/year. Despite this, there are economic incentives for MSC to continue to explore opportunities for further waste reduction. For instance, waste reduction measures will result in a lowering of transport costs to external processing / disposal facilities and will also help conserve remaining airspace MSC landfills.

The Australian National Waste Report 2016 identified that Queensland's waste generation is increasing at an average annual rate of 3.4%. Using this figure, Mareeba Shire is expected to produce just over **55,000t by 2026.** Increasing waste generation is likely due to increasing consumerism and economic growth (ABS, 2018), Figure 14. 55,000T by 2026 also factors in Mareeba Shire's population annual growth rate of 1.2% (Queensland Government, 2018). Per person, waste generation will grow from 1458 kg/year in 2017 to **2260kg/year by 2026.**

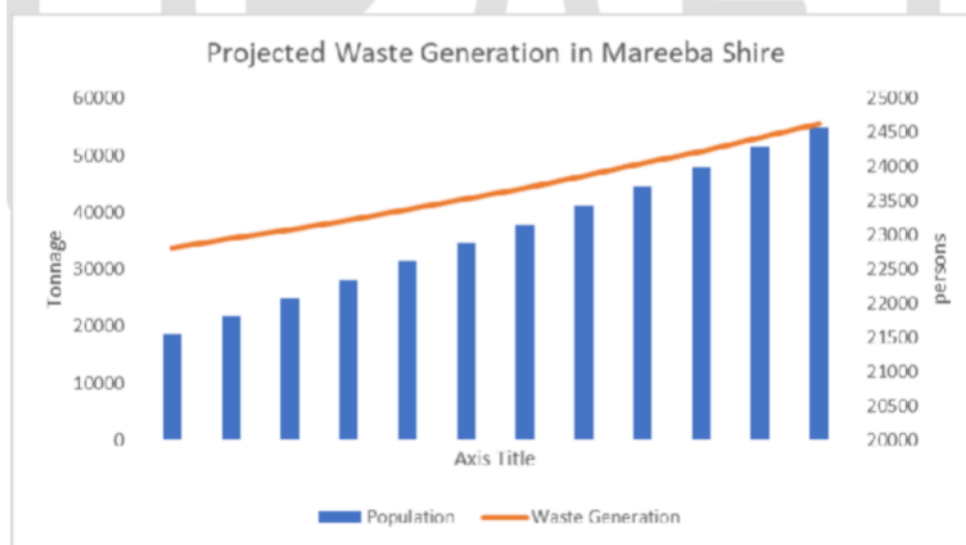


Figure 14 Projected Waste Production and Population Growth

3.5. Waste Data Gaps

3.5.1. Waste Composition

MSC currently does not have any data about the typical composition of kerbside waste. Cairns has undertaken wheelie bin composition audits and have discovered the compositions nominated in *Table 6*. Generally, we can use these proportions to infer a typical composition of kerbside waste in Mareeba Shire's kerbside collection.

Table 6 MGB composition data

Waste	CRC Red Lid	CRC Yellow Lid	Estimated MSC content
Landfill (non-recoverable)	24 %	9 %	25 %
Recyclables	17 %	91 %	50 %
Organic / kitchen	59 %	-	25 %*

* Cairns has a wetter climate and charges at its WTS for green waste receipt. 25% is more indicative of Mareeba's climate and no charge of green waste at WTSs.

At 50% recyclables composition, there is significant opportunity to reduce this waste going to landfill. There is incentive in diverting this waste to the Cairns MRF to minimise transport cost in the #1396 contract and the proposed waste levy. There is value in undertaking a kerbside waste composition audit to confirm this and identify opportunities for organics processing.

3.5.2. Waste Asset Register

The Pacifica Report identified that waste services did not have its waste asset register up to date and as a result, the depreciation component attributed to waste services is understated. The inability to fully recognise depreciation for assets in use understates operating costs and overstates the surplus arising from the waste services activities.

Council now has an updated list of assets for waste and register review has been prioritised in the upcoming internal revaluation process. New waste assets are also now capitalised and captured in the waste asset register.

3.5.3. Regional Waste Categorisation

The Arcadis report also identified that a regional approach to data management can provide significant benefits both directly and indirectly to FNQROC Council members. Good quality waste data is essential in planning waste services particularly at a regional collaborative level. It is understood that data inconsistencies may be occurring due to interpretation of waste categorisations. Council will continue to work with FNQROC Councils to build of waste data harmonisation.

4. Waste Management Services Guiding Principles

To deliver waste management services that are flexible and responsive to the dynamic waste environment and to be consistent with the MSC corporate strategies, a set of guiding principles are necessary to define waste management operations and to inform decisions.

It is envisioned that MSC officers will use these principles in making day to day decisions and in recommending items for Council adoption. Likewise, this strategy and its vision and guiding principles, once adopted, will inform Councillors in making decisions about waste management services.

4.1. Guiding Principle One: Financial Sustainability

The environmental impacts of waste generation are many and complex to solve, ranging from littering, consumption of resources and pollution. These impacts have consequential financial implications for Council responding to these issues. Council will aim to strike an optimal balance between affordability, levels of service and risk management to provide a waste management service that meets the community's environmental health needs.

4.2. Guiding Principle Two: Community Service

Waste Services will promote responsible waste management throughout the shire whilst retaining flexibility in how services and facilities are delivered to reflect community's diversity, to ensure equitable access and to allow beneficial partnerships.

MSC will promote responsible waste management consistent with the themes of "Your Waste, Our Environment" and "Rethink Your Waste, Reduce It". The aim of these programs is for community to better understand their waste generation behaviour and adopt ways to reduce the volume of waste produced.

Waste Services will also be responsive to the community's waste during natural and manmade disasters through the implementation of a Disaster Management sub-plan for Waste Management.

4.3. Guiding Principle Three: Beneficial Infrastructure

To deliver responsible waste management services that are responsive to the community's needs over the long term, Council will manage and plan for appropriate and regulatory compliant infrastructure in accordance with sound asset management principles.

4.4. Guiding Principle Four: Environmentally Sustainable Development

To support the growing population and local economy, Council's Waste Services must anticipate and respond to that growth in its waste services whilst acknowledging the negative impact that inappropriate waste management can have on the economy.

Waste presents opportunities in "closing the loop" where all waste is considered valuable as a resource or for its inherent energy and is kept in the economy for as long as possible and out of

landfills i.e. the circular economy. New waste and resource management initiatives present the opportunity for Council to promote economic growth within the Shire.

4.5. Guiding Principle Four: Waste Reduction

Council will make sound decisions based on this Strategy to achieve regulatory compliance and improved waste reduction aligned with the industry waste hierarchy principles, Figure 15, balanced against community aspiration, long-term financial and asset sustainability, and the provision of affordable levels of service.

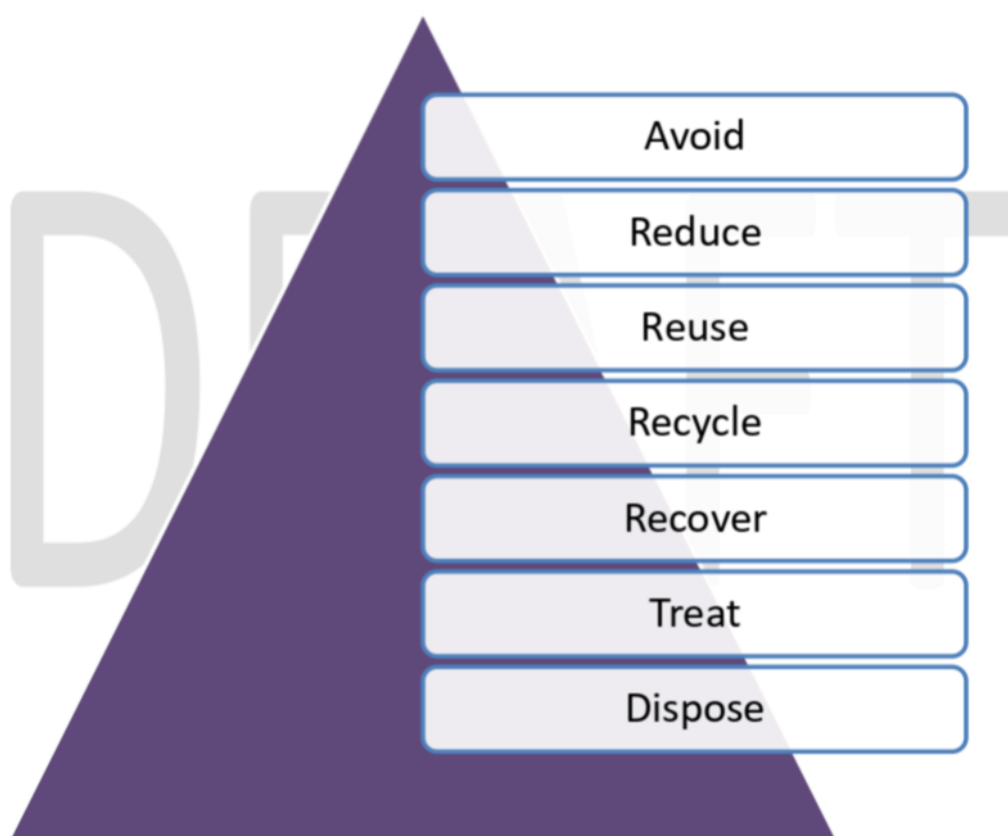


Figure 15 The Waste and Resource Management Hierarchy, Queensland Waste Avoidance and Resource Productivity Strategy (2014 - 2024)

5. Key Strategic Focus Areas and Action Plan:

Key strategic focus areas have been developed to merge the implications of the waste management service drivers and the impacts of Mareeba Shire's waste generation trends on its waste infrastructure and services.

These strategic focus areas will lead to action items that outline the waste infrastructure and service needs and any business planning actions necessary to ensure a financially sustainable and community minded waste management service for Mareeba Shire.

The strategic focus areas and key objectives are:

➤ **Waste Reduction:**

Encourage and support the community to reduce waste generation and to divert recyclable commodities from landfill.

➤ **Circular Economy Opportunities:**

Advocate for the establishment of secondary resource processing markets into our region.

➤ **Waste Infrastructure:**

Ensure infrastructure is equipped to responsibly process wastes streams and resources into the future to provide an essential environmental health service for the community.

➤ **Littering and Illegal Dumping:**

Minimise the impact of littering and illegal dumping on the environment and our community.

➤ **Community and Regional Partnerships:**

Foster partnerships with local governments, community organisations and private entities to provide cost effective arrangements consistent with the strategic focus areas.

➤ **Council's Own Waste:**

Provide leadership in waste management within the shire in recognising Council's own contribution to the waste generation volumes and to identify and implement opportunities to divert wastes from landfill.

5.1. Waste Reduction

The MSC current waste profile and waste generation trend clearly indicates that measures must be taken to try and prevent the volume of waste that will require processing and treatment within 10 years. At a minimum, waste reduction is necessary as a prudent financial measure to prevent the burden of cost to the community from transport and landfilling.

The Queensland's Waste Strategy 2014 – 2024 sets targets aimed at tackling waste generation and optimising opportunities for recovering, reusing or recycling material. While it is possible that these targets may be reviewed by the current and future State governments, MSC understands that the adoption of the target is currently voluntary, and therefore, in the absence of internally driven targets, those contained within the state strategy for rural and regional areas provide a useful guide. The targets are summarised in Table 7 below.

Measures to achieve these waste reduction targets can be realised through source separation, resource recovery at WTSs and through key behaviour education and management in community. These actions are outlined in Table 8 (Action Plan).



Figure 16 Waste reduction measures are required for kerbside collections

Table 7 MSC Waste Reduction Targets

Waste Stream	Measure	Qld 2012-13 recovery baseline	MSC 2015 baseline	Qld 2024 target	MSC 2024 targets
All general waste	Reduction in per capita generation	1.9 tonnes general waste per person per year	Total: 1.45T/pers/year; Consisting of: Kerbside MSW: 0.308T/pers/year; WTS MSW: 0.14T/pers/year C&I 0.96T/pers/year C&D 0.03T/person/yr	Reduce (by 5%) to 1.8 tonnes per person per year	5% reduction/ person / year: Total: 1.25T/pers/year Kerbside MSW: 0.21T/pers/year; WTS MSW: 0.07T/pers/year C&I 0.97T/pers/year
Municipal solid waste (domestic)	Improved recycling rate	33% state - 37% metropolitan - 30% regional centre	0.003T/person/yr	50% state - 55% metropolitan - 45% regional centre - Improve practices as much as practicable for remote areas	Mareeba & Kuranda 45% = 0.005T/person/year [#] Elsewhere - Any positive increase.
Commercial and industrial waste	Improved recycling rate (not including regulated waste recycling eg cooking oil, waste oil)	42% state	1.47T /person/year C&I with no recycling.	55% state	55%*
Construction and demolition waste	Improved recycling rate	61% state	893T	80% state	80%*

Waste Stream	Measure	Qld 2012-13 recovery baseline	MSC 2015 baseline	Qld 2024 target	MSC 2024 targets
Landfill diversion target	Reduction in the amount of waste going to landfill	4,675,000 tonnes to landfill	4264T landfilled to Mareeba Landfill	Reduce by 15% over life of strategy	15%*
Problem or priority waste wastes	Improved management of each waste	Individual baselines to be developed		Individual measures to be developed	Divert as regional opportunities arise

Although MSC is set to reach this target before 2024, the rate of recycling is low and efforts can be made in this area.

** Noting that Council does not provide a C&I waste collection service but can advocate for increased recycling rates through pricing incentives.*

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5.2. Circular Economy Opportunities

The circular economy approach aims to keep waste materials being recycled in the economy at their highest value use for as long as possible. Where waste generation avoidance and reduction is not achievable, circular economy thinking addresses the next tier approach in the waste management hierarchy; reuse and recycling.

There are economic benefits in the Circular Economy where the Queensland Treasury (2018) found that for every 10,000 tonnes of waste recycled; at least 9.2 jobs are created. Comparatively, for every 10,000 tonnes landfilled, there are only 2.8 FTE jobs produced. Likewise, it is expected that diversion and recycling activities will produce financial savings post 2020 with the closure of Mareeba Landfill. Diversion activities will also become more important when the Queensland waste levy be reintroduced.

Actions to maintain resources within the circular economy include diversion from landfill, enhancing opportunities for recycling and encouraging secondary markets in the region, Table 8. Mareeba, is ideally located to seize opportunity for its community in this growing industry. Its proximity to surrounding Councils and to the agricultural sector particularly lends itself to locating a major organics processing facility within the shire. Recycling jobs are sustainable jobs covering a cross section of technical, commercial and operational skill sets and the industry is continuing to grow. Between 2013 - 2018 the waste management industry has grown by 0.7% (ibisworld.com.au, 2018)

Initiatives such as business reviews or value adding are required to make green waste processing more viable and able to be produce a marketable end product, especially in light of potential landfill bans on the product.

5.3. Waste Infrastructure

There is an overarching need to update the waste asset register to adequately capture the true cost of depreciation and not overestimate any surplus. This was identified in the Pacifica Report.

5.3.1. Mareeba Landfill

Mareeba Landfill is the last remaining Council operated engineered landfill servicing the Atherton Tablelands, Cairns Regional Council and Douglas Shire Council regions. This landfill, being managed under the WDA, is set to receive a final cover system at the expiry of the contract in 2020.

By 2020, MSC must either cease landfilling activities and have an upgraded waste transfer station ready or have a new cell ready to service its own WTS dry bulky waste (until 2026) and to continue to receive C&I waste.

Post closure, the final landform of the capped Mareeba Landfill will potentially provide opportunity for value adding through solar farming and greenhouse gas reduction schemes such as the current Emission Reduction Fund. These technologies and funds have the ability to offset operational costs associated with post closure.

5.3.2. Mareeba Waste Transfer Station

Mareeba Waste Transfer Station, located on the Mareeba Landfill site currently receives a high volume of traffic (est. 1600 vehicle movements per week) and processes just under 400t per week in addition to the WDA process waste from SUEZ.

The Mareeba Waste Transfer Station has reached operational and physical capacity and exceeds its capacity on weekends. The transfer station requires upgrade as soon as practicable due to the following existing reasons:

- The bins are overflowing on the weekends with excess waste left on the floor around the bins which is then double handled to the landfill on Monday mornings.
- The tipping floor is frequently at capacity and has no contingency space for truck breakdowns or for disaster events.
- The traffic management has been deemed as an unacceptable risk as it can be difficult to manoeuvre through the site and potential conflicts with trucks, machines and vehicles.
- The gate house is very small and does not provide safety for the operator.
- There are no ready-made areas for stockpiling of individual recyclables as services are made available to Mareeba (e.g. current e-waste area). This can lead to contamination of the commodity and potential non-acceptance by the recycling agent.
- The ability to supervise customers as they unload their waste is required, especially on weekends. Currently MSC rostered staff spend most of the day cleaning up and separating contamination from waste stockpiles and bins despite customers receiving clear instructions at the gatehouse. The current layout of the WTS does not allow for efficient supervision.
- The leachate from the tipping floor undergoes no treatment prior to being irrigated on adjacent gardens.

These issues will be heavily compounded as waste generation volumes increase and will have an unacceptable public health risk. Upon the expiry of the WDA, the transfer station will also require capacity to process the waste streams that would have been landfilled prior.

5.3.3. Other Waste Transfer Stations

Little to no infrastructural changes are expected for the other waste transfer stations except Kuranda. There is ample space at all transfer stations and the stations are meeting the needs of the community. At Kuranda, it is expected that further recycling and diversion activities will commence over the next ten years, as is the trend now, and that planning will need to commence towards the end of this period for a reconfiguration. It would be prudent to time the concept planning before the expiry of the 1396 Waste Management Contract.

5.3.4. Chillagoe Landfill

The current site development plan for the Chillagoe Landfill is for the development of future trench cells. Financial modelling has been completed and has identified that the development of the site into a transfer station is the more financially sustainable option.

Like Mareeba Landfill post closure, the Chillagoe landfill may also provide an opportunity to solar farm.

5.3.5. Recycling Hubs

With no community desire to pay for kerbside recycling but a need to divert and segregate recyclables due to the rising cost of landfilling, an effective alternative collection models should be explored. Recycling hubs have proven effective in other centres and may be complimentary to the CRS refund point network. The Kuranda recycling hub has proven effective with acceptable contamination rates. Recycling hubs will also compliment the Container Refund Scheme.

5.4. Littering and Illegal Dumping

Littering and illegal dumping are disruptive to Council's activities in that waste must be cleaned up to avoid safety issues and environmental harm. Investigation and removal of illegal waste and littering is resource intensive and there is an associated cost.

Littering and illegal dumping reports are investigated by Council and result in two scenarios:

1. Evidence is obtained of the responsible party and an infringement notice is issued under the Waste Reduction and Recycling Act and Regulation.
 - More frequently this scenario in Mareeba shire involves municipal solid waste.
2. No evidence is obtained and Council cleans up the waste at its own cost. Photos are taken and the waste is removed to the closest waste transfer station.

Council is to be mindful that costs over \$5000 can be reimbursed under the Orphan Incidents Reimbursement Scheme administered by the Queensland Department of Environment but is conditional e.g. reimbursement will not cover local government officers time or illegally dumped tyres.

Data capture of illegal dumping is limited to Council's Customer Request Management (CRM) database and an activity code for human resource cost capture. CRM records are to note the volume cleaned up and the time spent on that activity. Likewise, the disposal or waste transfer cost to Council is consumed in the total operational spend for waste services.

Council anticipates an increase in illegal waste dumping and littering with the introduction of the proposed State waste levy. Better records will be required to advocate for reimbursement for clean-up of illegal waste dumping due to the introduction of the State waste levy.

Chewko Road is the site of an old landfill and is subject to illegal dumping. Over the last decade, Council have placed boulders and the state government has erected signage. There is some circumstantial evidence that this signage resulted in some decrease in dumping.

In any compliance effort, education is always a good first step and would be a sound pre-emptive action to take prior to the State's waste levy coming into effect. Better signage regarding illegal dumping would be beneficial.

5.5. Community and Regional Partnerships

5.5.1. FNQROC

MSC is a member of FNQROC and participates in the Waste Management Subgroup to collaborate and make informed decisions regarding the future development and improvement of the region's waste and resource recovery sector. A platform for waste management collaborations between FNQROC Councils was set by the Arcadis Report which detailed a regional situational analysis and identified priority regional waste streams and opportunities.

Arcadis found that all councils in the region struggle with access to secondary markets and transport costs, and the increasing costs and difficulties in developing new waste infrastructure. Other issues included concern about affordable landfill airspace, limited infrastructure and small, dispersed population bases, and that these all impact on a council's ability to deliver and operate viable networks of resource recovery facilities to achieve strategic ambitions.

MSC will continue to work together in a cooperative, coordinated and proactive manner as membership in FNQROC provides MSC with the opportunity to create economies in scale for waste and resource recovery initiatives evidenced by the regional contracts for ferrous scrap metals, used lead acid batteries and biosolids. MSC views the priorities and actions outlined in the Arcadis Report as new opportunities to expand upon these collaborations and consider them to be consistent with its key strategic areas and action items.

5.5.2. LAWMAC

LAWMAC provides an opportunity to participate and interact with other local government authorities and waste management industry professionals in the spirit of knowledge sharing and best practice waste management. As such, MSC will continue to hold membership with this waste body whilst it is advantageous to Council's corporate knowledge.

5.6. Council's Own Waste

Council recognises that it is a leading community organisation and that it has a role to play as a leader and promoter of waste minimisation and recycling, not just in the services provided to its residents but also in the waste generated through its own activities.

To do this MSC works internally within its functional areas to raise awareness, identify unnecessary waste generation and work to implement initiatives to reduce, reuse and recycle.

6. Action plan

The following action plan, summarising the actions from the Key Strategic Focus Areas abovementioned and will guide the short, medium and long-term management of waste in the Mareeba Shire.

Whilst these timeframes are intended to assist in prioritising decisions, actions and infrastructure investment, it is recognised that the waste management industry is always changing and a degree of flexibility is required to accommodate Council's operational, resource, environmental and social constraints. It is also by no means an exhaustive list of actions that Council may undertake over the next years, as new unforeseen opportunities may arise. As such, the action plan is to be reviewed at least every 3 years.



Figure 17 Upgraded Kuranda Waste Transfer Station 2017

Table 8 MSC 10 year Waste Action Plan

Key Strategic Area	Action Item	Action Description	Guiding Principle					Year Programmed									
			Financial Sustainability	Community Infrastructure	Environmentally Sustainable Development	Governance		2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Waste Reduction and Circular Economy Opportunities	WR 1	Discovery of uncharged services.	X			X											
	WR 2	Noncollection of rubbish next to MGBs and MGBs if lids not closed.	X		X	X											
	WR 3	Response to problem areas where MGBs require labelling.	X	X	X	X											
	WR 4	Rationalise designated kerbside collection service areas and/or service model.	X	X	X	X											
	WR 5	Green waste business analysis and evaluation	X	X	X	X											
	WR 6	Assessment of impact of QLD Waste Levy on Waste contracts and service delivery.	X	X	X	X											
	WR 7	Investigate opportunity to establish recycling for non accepted containers under CRS (including MGB waste composition audit).	X	X	X	X	X										
	WR 8	Problem waste pricing incentives	X	X	X	X											
	WR 9	Community information and education		X	X	X											
	WR 10	Advocate for establishing secondary market locations in Mareeba Shire.	X	X	X	X											
	WR 11	Encourage C&I and C&D sectors to recycle.	X	X	X	X											
	WR 12	Diversion of Buy Back Resources	X	X	X	X											
	WR 13	Identify opportunity to include minimum recycled content to encourage secondary market establishment in the Procurement Policy.		X	X	X											
	WR 14	Long term MSW disposal / processing strategy	X	X	X	X	X										
	WR 15	Long term organics plan	X	X	X	X	X										
Waste Infrastructure	WI 1	Old Mareeba Landfill Post Closure Care			X	X	X										
	WI 2	Mareeba Landfill Assessment of ability to recommence landfilling after a period of no deposition on site.	X	X													
	WI 3	Chillagoe Landfill - Secure and staff site, introduce fees and charges.	X	X	X												
	WI 4	Financial modelling and service options assessment - Mareeba landfill closure, WTS operations, Chillagoe landfill, fees and charges review.	X	X	X												
	WI 5	Alternative disaster waste management sites and services planning		X	X												
	WI 6	Waste Assets register review (for prioritisation in the internal revaluation process therefore year programmed is estimated)	X	X	X	X											
	WI 7	Chillagoe Landfill - new cell vs transfer station and construct.	X	X	X	X											
	WI 8	Mareeba Waste Transfer Station Reconfiguration	X	X	X	X	X										
	WI 9	Kuranda Transfer Station - waste levy ready	X	X	X	X											
	WI 10	OML Void - clean earthen only and recommence landfilling if req'd	X	X	X												
	WI 11	Closure of engineered Mareeba landfill (cells 2, 3, 5).	X	X	X												
	WI 12	Investigate Mareeba Landfill Cells 2-5 Post Closure Care including solar / gas options.	X	X													
	WI 13	Kuranda Transfer Station - efficiency review (pre #1396 contract expiry)	X	X	X	X	X										
Littering and Illegal Dumping	ID 1	Create data capture opportunities to identify true cost of illegal dumping and littering to Council	X	X	X	X											
	ID 2	Preempt state waste levy impacts and implement preventative measures as far as practicable eg education campaign.	X	X	X	X	X										
	ID 2	Educational signage at Chewko Road and other potential hotspots.	X	X													
Community and Regional Partnerships	RP 1	Participate in FNQROC's Waste Management Group to develop efficiencies in regional waste management services: data harmonisation, regional waste strategy, regional organics and MSW strategy.	X	X	X	X	X										
	RP 2	Continue membership in LAW/MAC to better understand the waste business context and emerging issues.	X	X	X	X	X										
Council's Own Waste	CW 1	Undertake waste audits at depots and treatment plants with a view to implementing the waste hierarchy.	X	X	X												
	CW 2	Offices & Libraries - Introduction of domestic recycling segregation.		X	X	X	X										
Legend																	

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WASTE STRATEGY 2018 - 2027

MAREEBA SHIRE COUNCIL

OUR KEY STRATEGIC FOCUS AREAS

OUR VISION

Waste management for the community that enhances liveability and protects the environment.

OUR MISSION

To provide cost effective waste services to the community through collaborative relationships and accountable governance.

OUR GUIDING PRINCIPLES

- Financial Sustainability
- Community Service
- Beneficial Infrastructure
- Environmentally Sustainable Development
- Reduce, Reuse, Recycle



WASTE REDUCTION



Encourage and support waste reduction and to increase recycling.

CIRCULAR ECONOMY OPPORTUNITIES



Advocate for the establishment of secondary resource processing markets into our Shire.

WASTE INFRASTRUCTURE



Ensure infrastructure is equipped to responsibly process wastes and resources into the future to provide an essential environmental health service for the community.

LITTERING AND ILLEGAL DUMPING



Minimise the impact of littering and illegal dumping on the environment and our community.

COMMUNITY AND REGIONAL PARTNERSHIPS



Foster partnerships to provide cost effective arrangements consistent with the strategic focus areas.

COUNCIL'S OWN WASTE



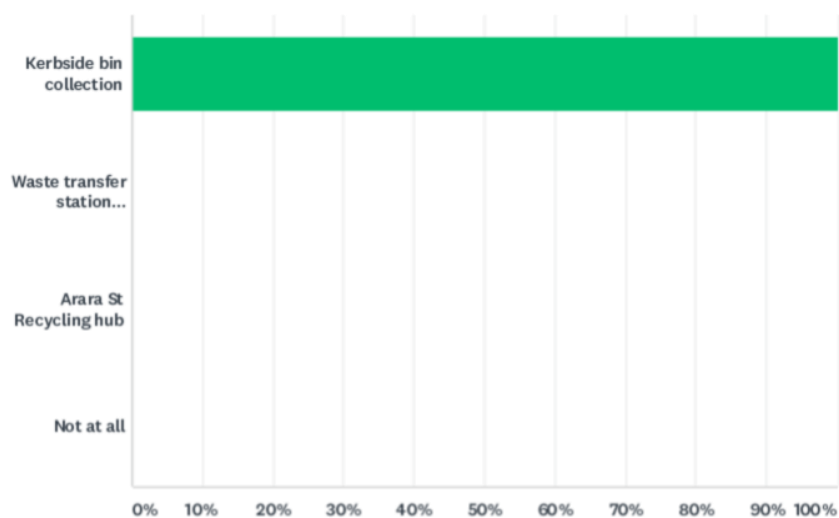
To lead in waste management by example.

Waste Strategy

SurveyMonkey

Q1 Which of Council's waste services do you use?

Answered: 3 Skipped: 0



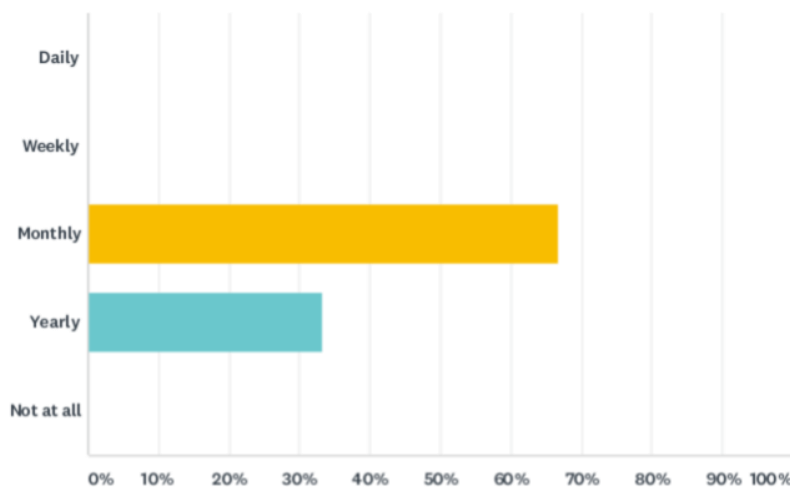
ANSWER CHOICES	RESPONSES	
Kerbside bin collection	100.00%	3
Waste transfer station (domestic waste, bulky waste, recycling)	0.00%	0
Arara St Recycling hub	0.00%	0
Not at all	0.00%	0
TOTAL		3

Waste Strategy

SurveyMonkey

Q2 How often do you use a waste transfer station?

Answered: 3 Skipped: 0



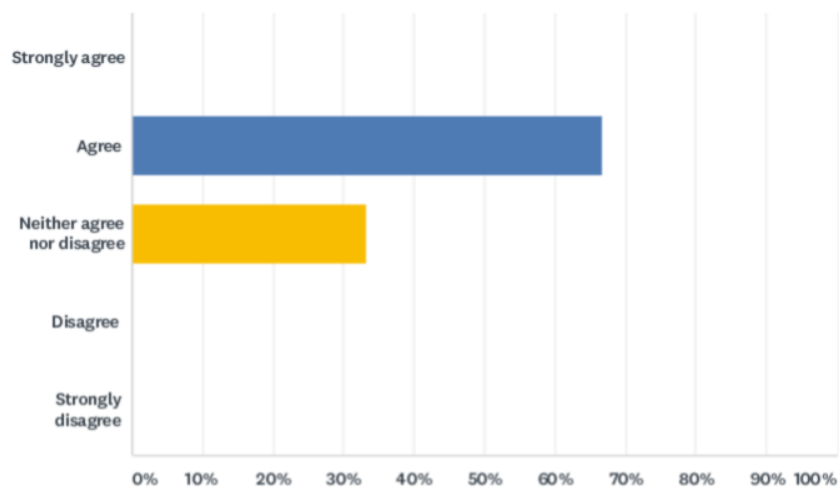
ANSWER CHOICES	RESPONSES	
Daily	0.00%	0
Weekly	0.00%	0
Monthly	66.67%	2
Yearly	33.33%	1
Not at all	0.00%	0
Total Respondents: 3		

Waste Strategy

SurveyMonkey

Q3 Do you support Council's Waste Management Services Strategy

Answered: 3 Skipped: 0



ANSWER CHOICES	RESPONSES	
Strongly agree	0.00%	0
Agree	66.67%	2
Neither agree nor disagree	33.33%	1
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		3

Waste Strategy

SurveyMonkey

Q4 Do you have any comments or suggestions?

Answered: 2 Skipped: 1

4 / 4

Waste Strategy

SurveyMonkey

Q4 Do you have any comments or suggestions?

Answered: 2 Skipped: 1

#	RESPONSES	DATE
1	I would like to see the reintroduction of a recycling waste wheelie bin	1/20/2019 12:36 PM
2	A recyclable bin (like Mareeba had years ago) would be good, so households do not have to store bottles, tins, paper & cardboard etc at the home for a long time.	1/16/2019 8:52 AM

9.7 INFRASTRUCTURE SERVICES, WATER AND WASTEWATER GROUP MONTHLY OPERATIONS REPORT - MARCH 2019

Date Prepared: 26 March 2019

Author: Manager Water and Waste

Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to summarise Council's Water and Wastewater activities undertaken by the Infrastructure Services Department during the month of March 2019.

RECOMMENDATION

That Council receives the Infrastructure Services, Water and Wastewater Progress Report for the month of March 2019.

BACKGROUND

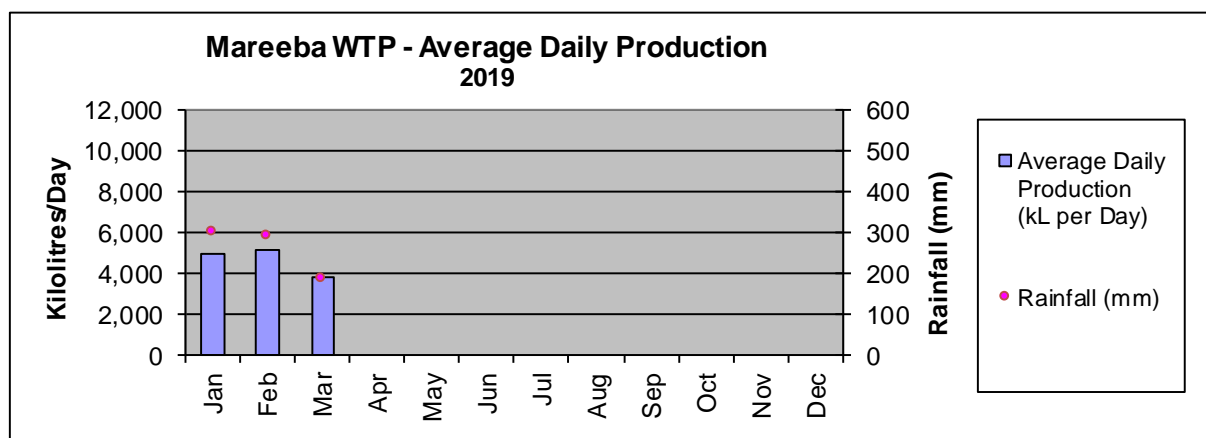
1. Capital Projects and Maintenance Works

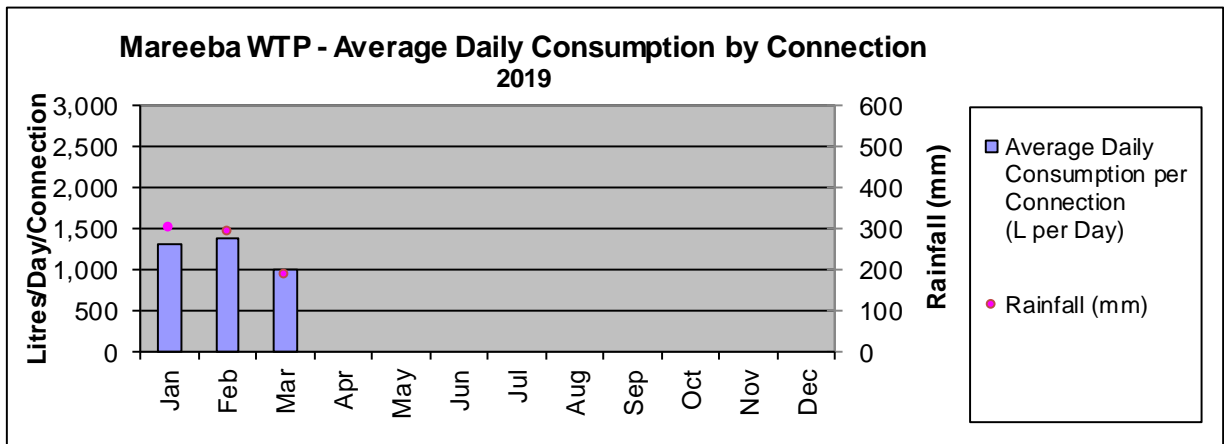
Development of the Mareeba Water Strategy by City Water Technology Pty Ltd is now underway, funded through the Queensland Government's Maturing the Infrastructure Project Pipeline Program 2 (MIPP2). Council officers have provided data, information and facilitated site inspections with City Water Technology at Council water sites. The report is due in late August 2019 with interim updates to be provided during the course of the project.

2. Chlorine Residual Readings

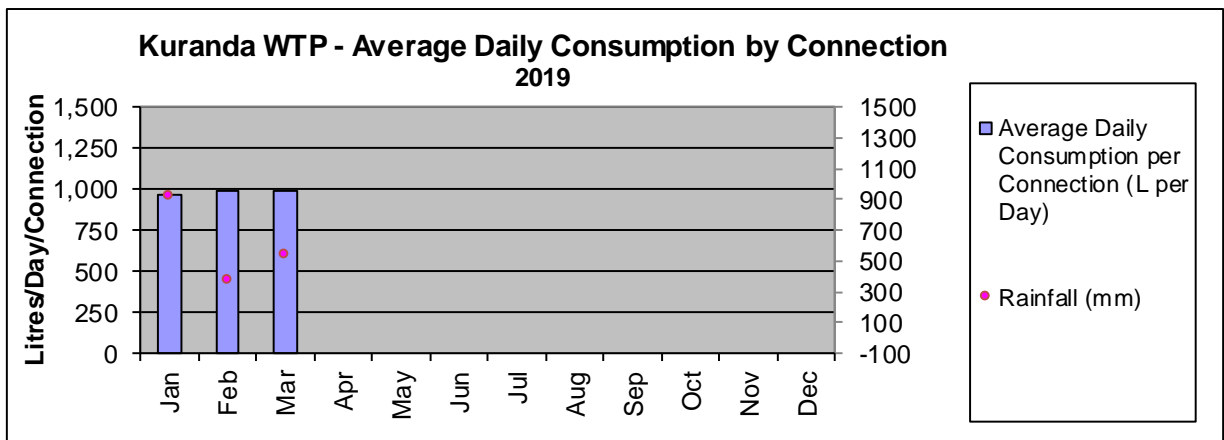
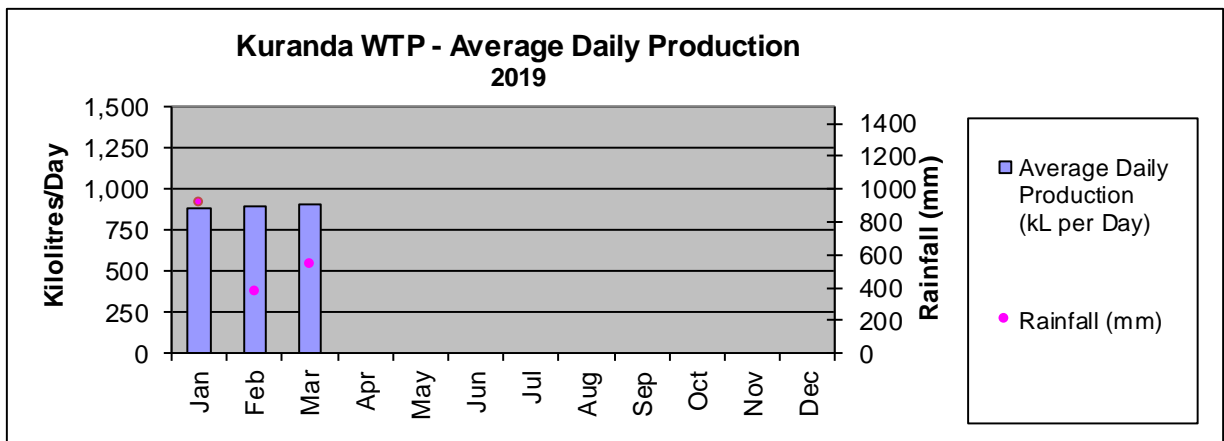
March 2019	Chlorine Residual Readings 2019												
	Australian Drinking Water Guidelines Maximum 5mg/L												
	Fri 1st	Mon 4th	Wed 6th	Fri 8th	Mon 11th	Wed 13th	Fri 15th	Mon 18th	Wed 20th	Fri 22nd	Mon 25th	Thu 25	Fri 29th
	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)
Mary Andrews Park Mareeba	1.20	1.21	1.12	1.07	1.01	1.02	1.27	1.48	1.44	1.43	1.34	1.38	1.37
Wylandra Drive Mareeba	0.82	0.80	0.67	0.69	0.58	0.68	0.63	1.11	0.93	0.79	0.80	0.51	0.62
Gregory Terrace Kuranda	0.98	1.06	1.08	1.09	1.11	0.82	0.86	1.00	0.98	1.13	1.09	1.14	1.06
Mason Rd PS Kuranda	1.15	1.06	1.29	1.15	1.23	0.95	0.95	1.14	1.20	1.22	1.16	0.90	1.19
Chillagoe	1.20	1.18	0.95	1.23	1.27	1.00	1.06	1.26	0.95	1.16	1.24	1.14	1.20
Dimbulah	1.68	1.38	1.32	1.17	1.27	1.26	1.24	1.18	1.14	1.14	1.14	1.29	1.19

3. Mareeba Water Supply Scheme – Operations Data

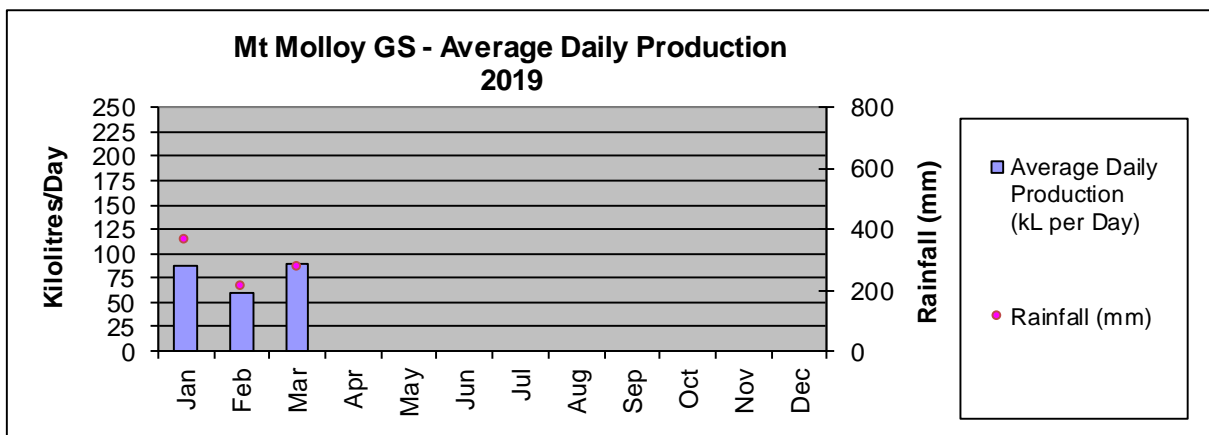


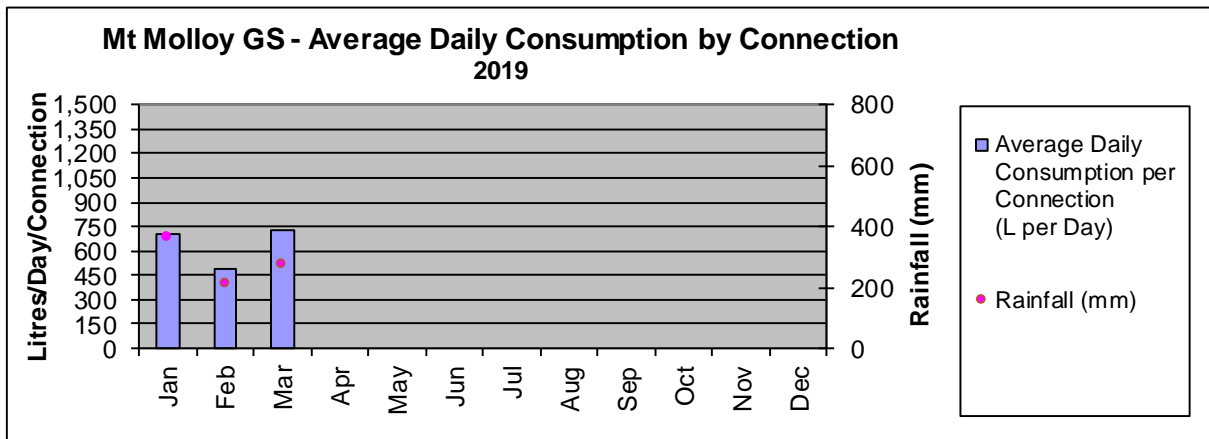


4. Kuranda Water Supply Scheme - Operations Data

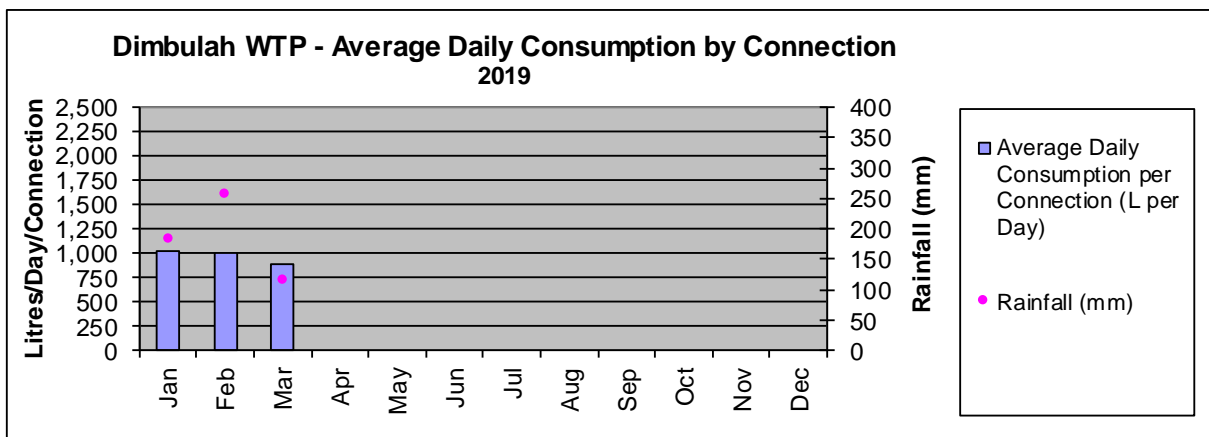
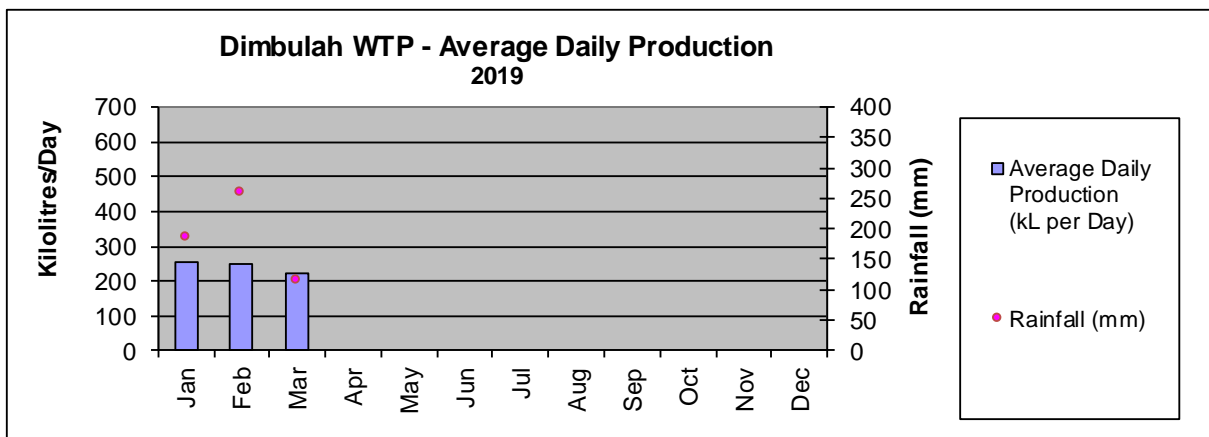


5. Mount Molloy Water Supply Scheme - Operations Data

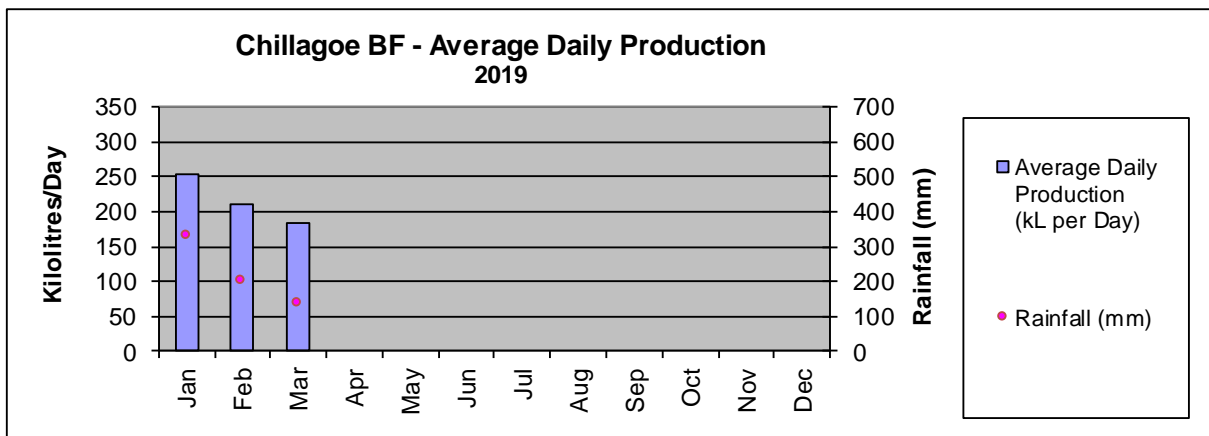


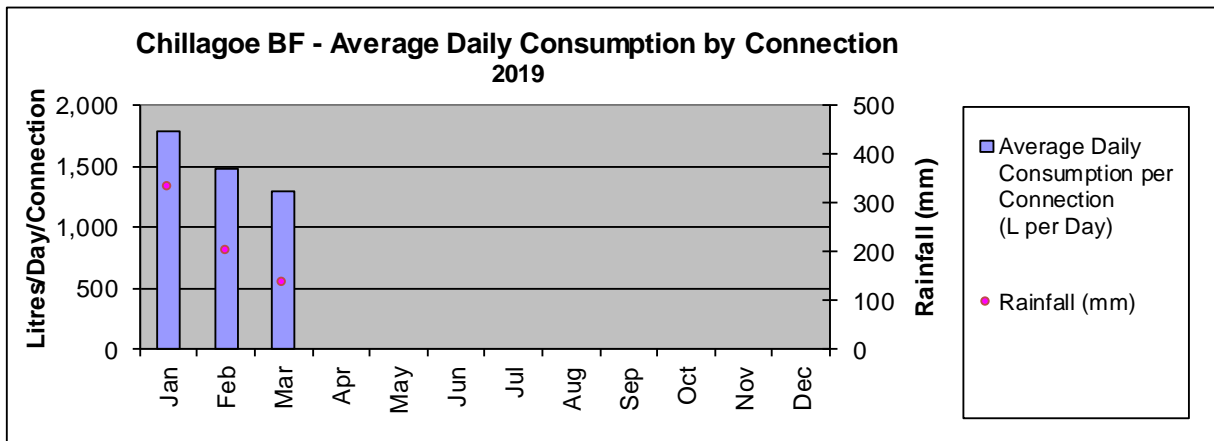


6. Dimbulah Water Supply Scheme - Operations Data

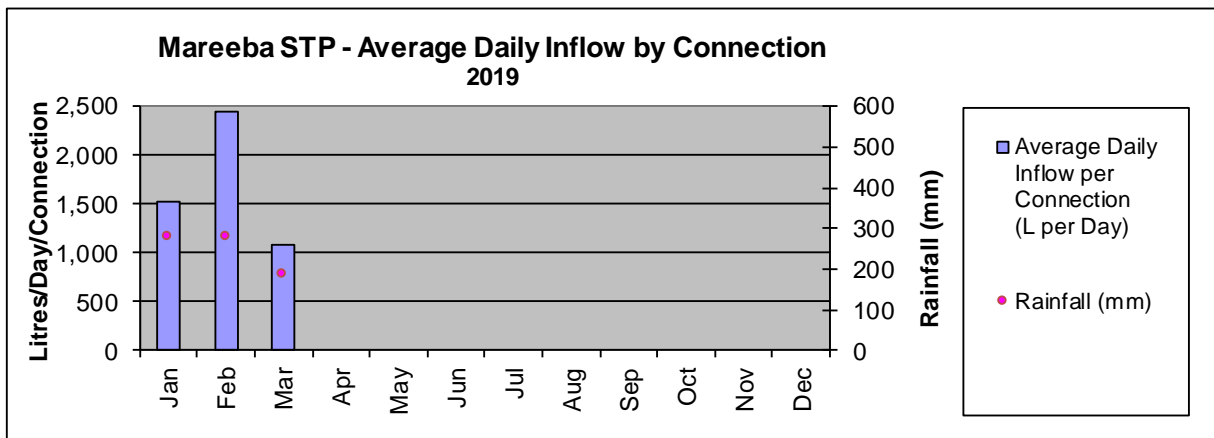
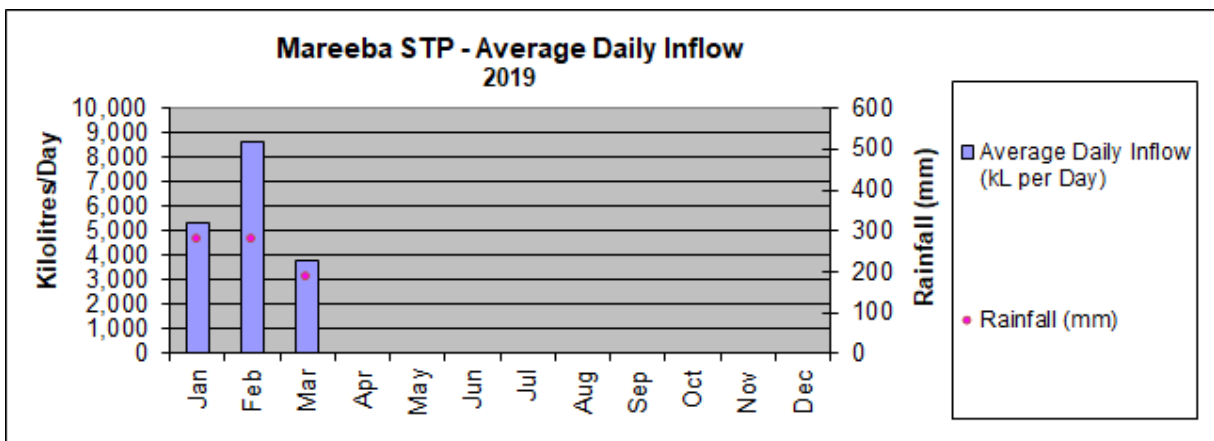


7. Chillagoe Water Supply Scheme - Operations Data

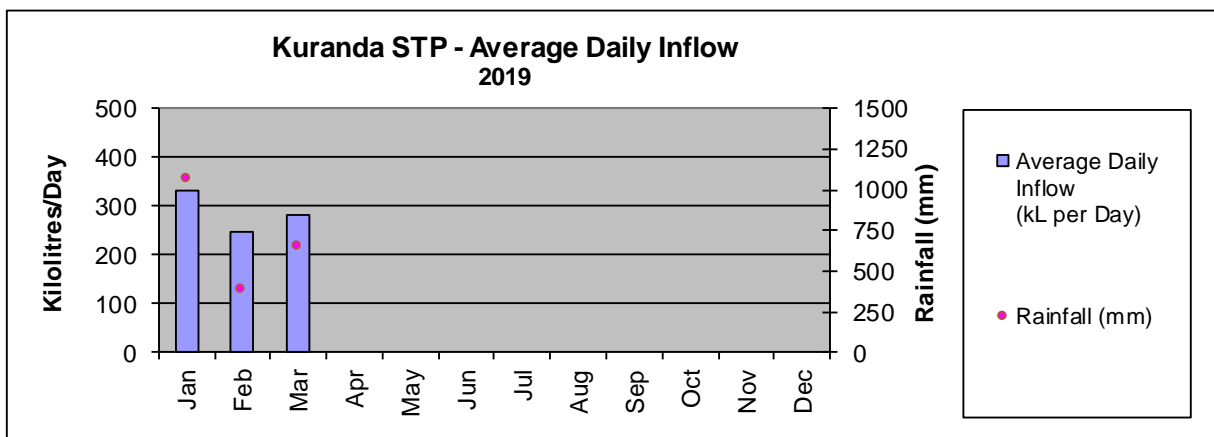


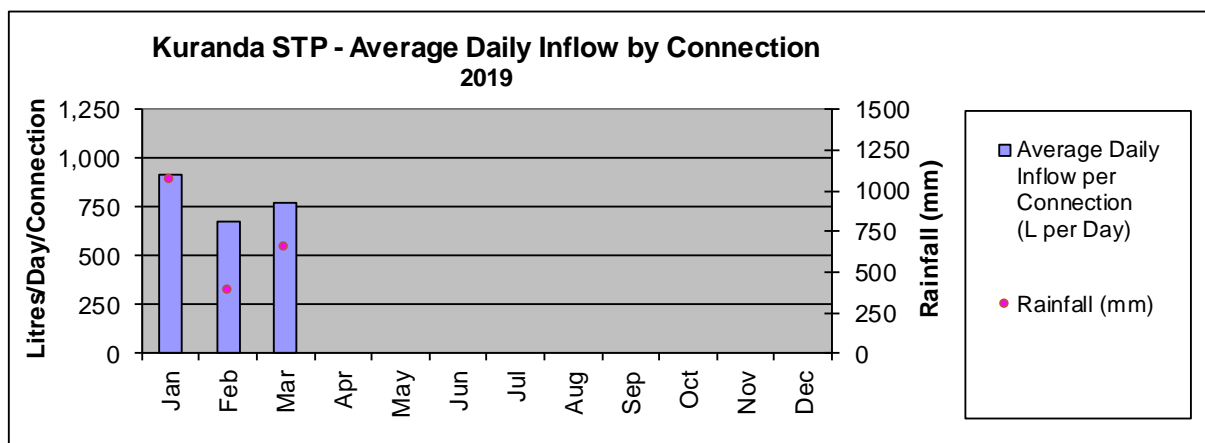


8. Mareeba Wastewater Treatment Plant - Operations Data



9. Kuranda Wastewater Treatment Plant - Operations Data





RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

As a drinking water service provider, Mareeba Shire Council is required under the Water Supply (Safety and Reliability) Act 2008 to comply with various legislative and statutory requirements. Council holds an environmental authority issued under the Environmental Protection Act 1994 to operate water and wastewater treatment facilities.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

All capital works are listed in and funded by the 2018/19 Capital Works Program.

Operating

All operational works are funded by the Section specific 2018/19 maintenance budgets.

LINK TO CORPORATE PLAN

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

Community: An engaged community which supports and encourages effective partnerships to enhance the liveability of the shire and the wellbeing of residents in communities which are resilient and prepared for unforeseen events.

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

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

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

Nil.

Nil.

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9.8 INFRASTRUCTURE SERVICES, WASTE OPERATIONS REPORT - MARCH 2019

Date Prepared: 1 April 2019
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to summarise Council's Waste activities undertaken by the Infrastructure Services Department during the month of March 2019.

RECOMMENDATION

That Council receives the Infrastructure Services, Waste Operations Progress Report, March 2019.

BACKGROUND

The following is a 'snapshot' of the waste activities undertaken during the month of March 2019.

1. Waste Operations

- 4,788 vehicles entered Mareeba waste facility (to drop off or pick up waste)
- 466 vehicles deposited waste to Mareeba Landfill (total)
- 210 Suez vehicles deposited waste to Mareeba Landfill
- 36 Suez vehicles removed waste from Mareeba Waste Transfer Station (WTS) to recycling facility in Cairns
- 8 m³ of mulch (purchased) removed from Mareeba WTS (6 m³ in bulk sales and 2 m³ in small lots)
- 86 vehicles removed free waste from Mareeba WTS and 82 from Kuranda WTS.
- All transfer stations and Mareeba landfill are currently operational

2. Waste Levy Readiness

Activities currently underway, by the Waste Technical Officer, in readiness for the Waste Levy implementation:

- Investigation of structure for waste-related fees and charges for 2018/19 based on the upcoming waste levy.
- Establishing mandatory reporting processes to be implemented from 1 July 2019.
- Ensuring the capital works for the Mareeba Waste Transfer Station Upgrade (Levy Ready Project) will be completed before 11 June to allow MSC to declare it a Resource Recovery Area 20 Days before the introduction of the Waste Levy as required by the legislation.
- Working with Council's Corporate Communications Officer to prepare messaging about the changes to Council's waste transfer stations as a result of the Waste Levy to commercial and domestic users.
- Working with Council's Finance section to set up a process of paying the monthly Waste Levy and internal processing of charges for Council's leviable waste.
- Examining projects to reduce leviable waste generation in the Shire.
- Setting up an illegal dumping awareness/education campaign.

Works are underway to install fencing to establish the Resource Recovery Area as a requirement of the new State Government's upcoming Waste Levy regulations. This project is funded through the Levy Ready grant program.

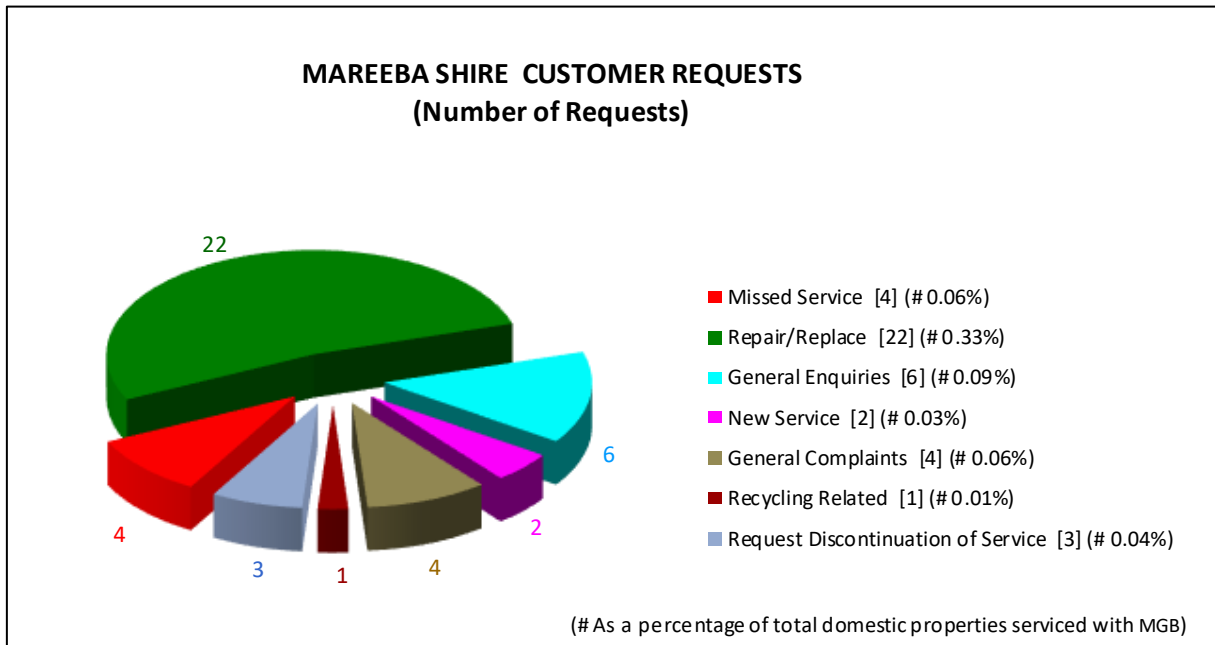


Construction works for the Chillagoe landfill redevelopment are underway and progressing well.



3. Customer Service Waste Statistics

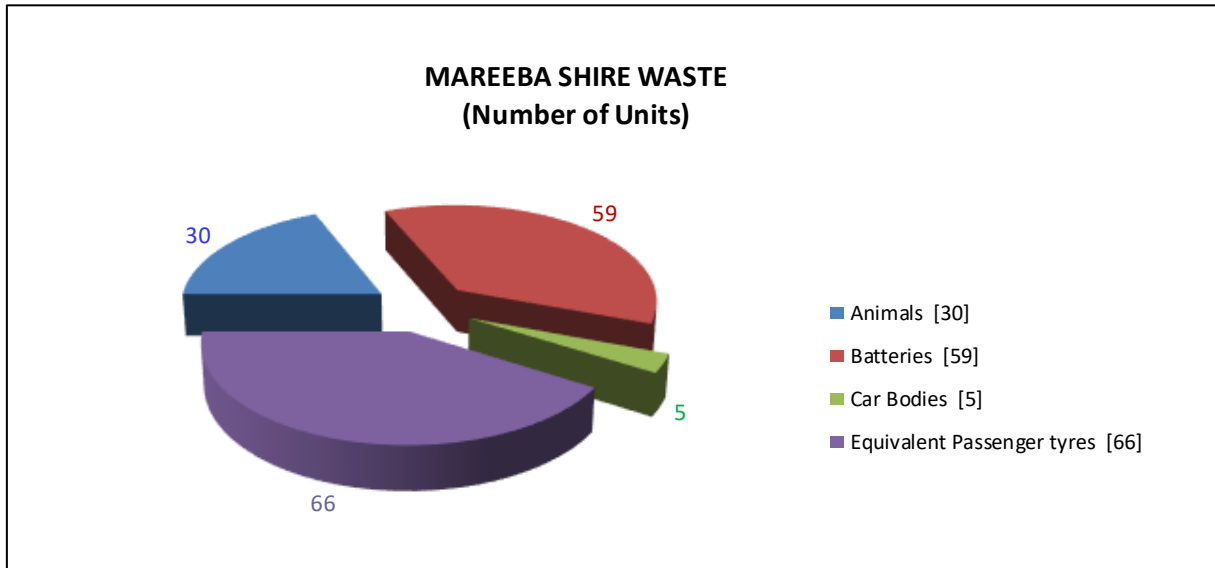
The following graph displays customer requests logged in the Customer Request Management (CRM) system during the month of March 2019.

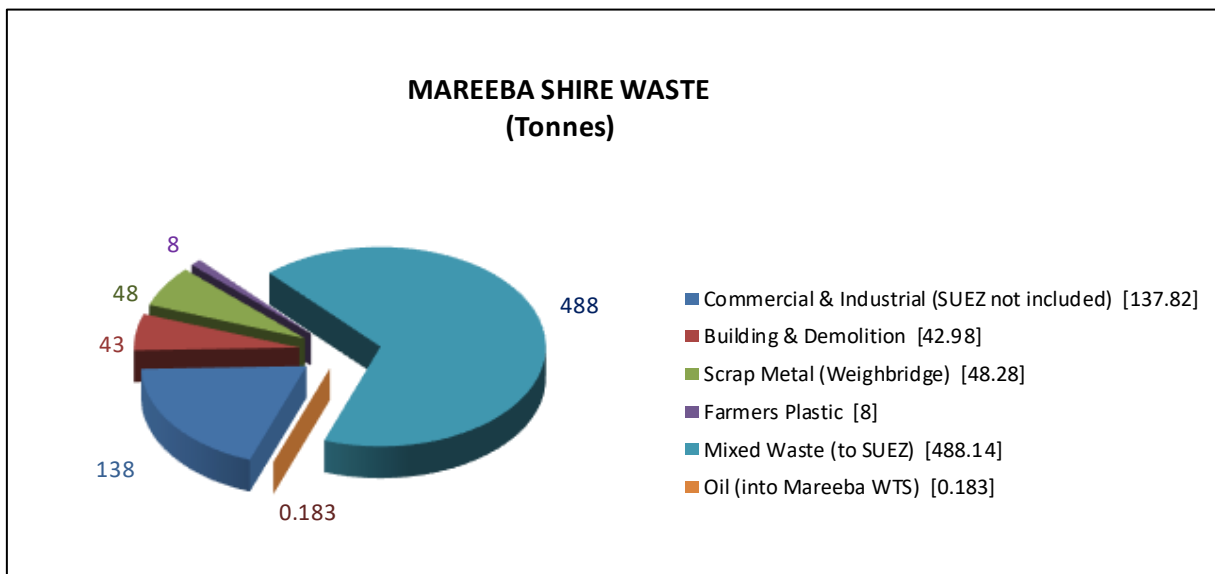


4. Waste Collected at Each of the Transfer Stations

Waste material collected at each of the waste transfer stations is either deposited directly to the Mareeba landfill, recycled or transported to the Suez facility in Cairns for processing.

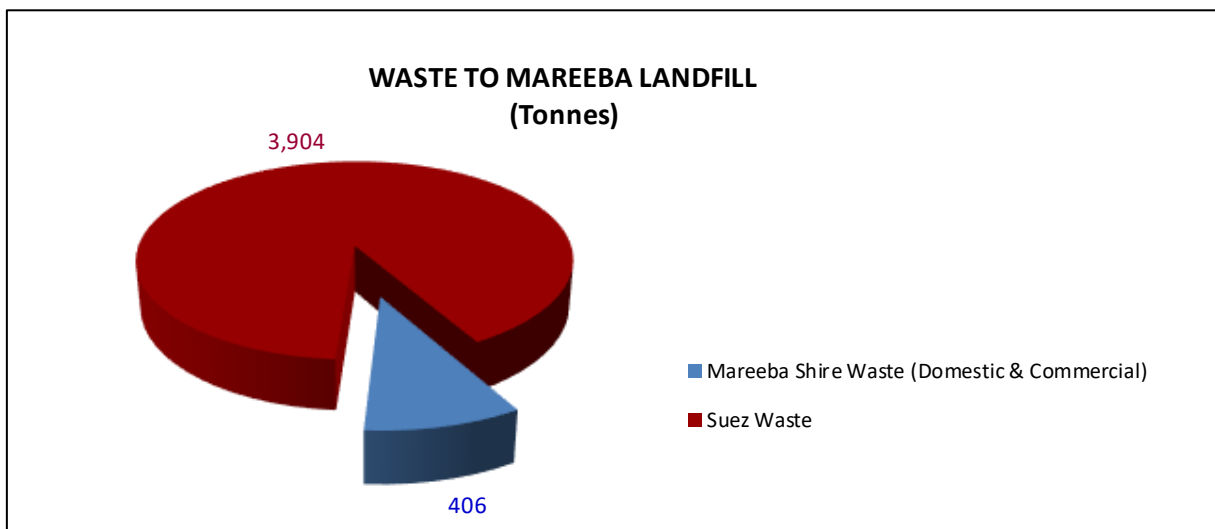
The following pie charts are separated into waste received as whole units and waste received as accrued tonnage.





5. Waste to Mareeba Landfill

The Mareeba Shire waste shown in the pie chart below is the waste collected at each of the waste transfer stations (Mareeba included) and deposited directly to the Mareeba landfill. The commercial waste shown below is derived from the Suez recycling plant in Cairns and deposited into the Mareeba landfill.



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

Community: An engaged community which supports and encourages effective partnerships to enhance the liveability of the shire and the wellbeing of residents in communities which are resilient and prepared for unforeseen events.

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

IMPLEMENTATION/COMMUNICATION

Nil

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10 CONFIDENTIAL REPORTS

Nil

11 BUSINESS WITHOUT NOTICE

12 NEXT MEETING OF COUNCIL

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13 FOR INFORMATION**13.1 AUDIT COMMITTEE MEETING MINUTES 12 MARCH 2019**

Date Prepared: 26 March 2019

Author: Director Corporate and Community Services

Attachments: 1. Audit Committee Meeting Minutes 12 March 2019

Please see the following Minutes of the Audit Committee Meeting held 12 March 2019



MINUTES

Tuesday, 12 March 2019
Audit Committee Meeting

Audit Committee Meeting Minutes

12 March 2019

**MINUTES OF MAREEBA SHIRE COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 12 MARCH 2019 AT 10:00AM**

1 MEMBERS IN ATTENDANCE

Ms Ruth Faulkner, Cr Mary Graham

2 OFFICERS IN ATTENDANCE

Anthony Archie (Manager Development and Governance), Elisa Tatti (Manager Finance), Peter Franks (Chief Executive Officer), Andrew Cornes (External Auditor)

Via telephone - Tracy Townsend (Internal Auditor), Lisa Fraser (QAO)

3 APOLOGIES

Tom Gilmore (Mayor), Cr Kevin Davies, Jennifer McCarthy (Director Corporate and Community Services),

**4 DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST BY
AUDIT COMMITTEE AND OBSERVERS**

Nil

5 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION 2019/1

Moved: Ms Ruth Faulkner

Seconded: Cr Mary Graham

That the minutes of Audit Committee Meeting held on 2 October 2018 be confirmed.

CARRIED

6 FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL

6.1 FINANCIAL STATEMENTS PERIOD ENDING 31 JANUARY 2019

COMMITTEE RESOLUTION 2019/2

Moved: Cr Mary Graham

Seconded: Ms Ruth Faulkner

That the Audit Committee note the financial report for the period ending 31 January 2019.

CARRIED

6.2 AUDIT MATRIX REPORT**COMMITTEE RESOLUTION 2019/3**

Moved: Ms Ruth Faulkner

Seconded: Cr Mary Graham

That the Audit Committee note the attached report and support officers in their endeavours to implement the suggested recommendations.

CARRIED

7 INTERNAL AUDIT**7.1 INTERNAL AUDIT PLAN 2019-2021 AND PROGRESS REPORT****COMMITTEE RESOLUTION 2019/4**

Moved: Ms Ruth Faulkner

Seconded: Cr Mary Graham

That the Audit Committee note and endorse the proposed Annual Internal Audit Plan for 2019 to 2021 and note the Internal Audit Progress report.

CARRIED

8 GOVERNANCE AND RISK MANAGEMENT**8.1 ENTERPRISE RISK MANAGEMENT****COMMITTEE RESOLUTION 2019/5**

Moved: Ms Ruth Faulkner

Seconded: Cr Mary Graham

For information of Audit Committee

CARRIED

8.2 MSC ANNUAL REPORT 2017-2018**COMMITTEE RESOLUTION 2019/6**

Moved: Cr Mary Graham

Seconded: Ms Ruth Faulkner

That the Audit Committee note the MSC Annual Report for the 2017-18 Financial Year.

CARRIED

Audit Committee Meeting Minutes

12 March 2019

9 EXTERNAL AUDIT

9.1 AUDIT STRATEGY 2018-19

COMMITTEE RESOLUTION 2019/7

Moved: Ms Ruth Faulkner

Seconded: Cr Mary Graham

That the Audit Committee note the report

CARRIED

10 LEGISLATIVE AND REGULATORY COMPLIANCE

10.1 PURCHASING REPORT JANUARY 2019

COMMITTEE RESOLUTION 2019/8

Moved: Cr Mary Graham

Seconded: Ms Ruth Faulkner

That the Audit Committee receive and note the report.

CARRIED

10.2 AMENDMENT TO TERMS OF REFERENCE AND CHARTER

COMMITTEE RESOLUTION 2019/9

Moved: Ms Ruth Faulkner

Seconded: Cr Mary Graham

That the amended Terms of Reference and Charter be approved for adoption by Council.

CARRIED

11 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS - CEO

Nil

12 MATTERS TO BE REPORTED TO COUNCIL

Nil

The Meeting closed at 11.25am. The next meeting of the Audit Committee will be held at Mareeba on the 13 August 2019 at 10am.

.....
CHAIRPERSON

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13.2 SUMMARY OF NEW PLANNING APPLICATIONS & DELEGATED DECISIONS FOR THE MONTH OF MARCH 2019
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Date Prepared: 2 April 2019
Author: Senior Planner
Attachments: Nil

Please see below information.

Summary of new Planning Development Applications and Delegated Decisions for March 2019

New Development Applications					
Application #	Lodgement Date	Applicant/ Address	Property Description	Application Type	Status
RAL/19/0004	04/03/2019	Gordon Rasmussen	Lot 210 DA166 137 Rasmussen Road, Julatten	ROL (1 into 3 Lots)	In Decision stage
RAL/19/0005	22/03/2019	L Morgante C/- U&I Town Plan	Lots 12 - 14 RP708086 542 Emerald End Road, Mareeba	ROL Boundary Realignment	In Referral stage
MCU/19/0003	21/03/2019	G & M Beere	Lot 2 RP737772 321 Malone Road, Mareeba	MCU Aquaculture (associated with OPW/19/0002)	In Referral Stage
MCU/19/0004	26/03/2019	Kate Lone C/- Max Slade Designs	Lot 1 RP712658 10 Pares Street, Mareeba	MCU - Multiple dwellings	In Decision stage
OPW/19/0001	04/03/2019	Golden Drop Mango Winery C/- U&I Town Plan	Lot 287 NR7418 293 Mulligan Highway MAREEBA	Op Works - Advertising Device - Golden Drop Winery	Decision Notice issued 27/03/2019
OPW/19/0002	21/03/2019	G & M Beere	Lot 2 RP737772 321 Malone Road, Mareeba	OPW - Bulk Earthworks (associated with MCU/19/0003)	In Referral Stage

Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
OPW/19/0001	04/03/2019	Golden Drop Mango Winery C/- U&I Town Plan	293 Mulligan Highway MAREEBA	Lot 287 NR7418	Op Works - Advertising Device - Golden Drop Winery

March 2019 (Regional Land Use Planning)

RAL/19/0002	26/03/2019	WR & R Blundell C/- Northern Building Approvals	7 Haren Street, Mareeba	Lot 56 SP202909	on	ROL Subdivision (1 into 2 Lots)
RAL/19/0003	26/03/2019	T N Wallace	231 Walsh Street, Mareeba	Lot 1 RP708211	on	ROL Subdivision (1 into 2 Lots)
MCU/18/0028	05/03/2019	Pioneer North Queensland Pty Ltd C/- RPS Australia East Pty Ltd	144 Bower Road, Mareeba	Lot 21 SP173509	on	MCU Extractive Industry (expansion)
OPW/18/0015	05/03/2019	G & C Williams C/- Jim Papas	1, 3-5 & 7 Williams Close, Mareeba	Lots 10, 11 and 12 on SP168631		Operational Works (Roadworks, Stormwater, Water Infrastructure, Drainage, Earthworks, & Sewerage Infrastructure) for Development Permit RAL/18/0012

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/19/0006	04/03/2019	Jan Andersen & Eva Thomsen C/- Northern Building Approvals	William Smith Drive, Speewah	Lot 91 on RP734453	Referral Agency Response for operational works (vegetation clearing) for subsequent building works (dwelling house) assessable against the Environmental significance overlay code.

March 2019 (Regional Land Use Planning)

CAR/19/0007	05/03/2019	L & A Mobarak C/- Northern Building Approvals	5 Thongon Street, Kuranda	Lot 313 on NR7409	Referral agency response for material change of use - dwelling house and associated operational works (earthworks) assessable against the Hill and slope overlay code.
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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
MC2005/38 (REC/10/0028)	5/03/2019	M Nucifora	La Spina Road, Mareeba	LOTS 1 & 200 ON SP280052 (CANCELLING LOT 200 ON SP256993)	1 Lot
RAL/18/0018	19/03/2019	BTM & S Stankovich Pty Ltd	Moondani Ave, Allara St & Emerald End Road, Mareeba	LOTS 18-24, 48, 68-70 & 82-85 ON SP311020 AND EASEMENT A IN LOT 48 (CANCELLING LOT 48 ON SP230976)	15 Lots
RC2006/14 (RCL/06/0013)	05/03/2019	M Gallo A & M Developments Pty Ltd	Norman Street South & Hoebet Court, Mareeba	LOTS 135 & 200 ON SP306257 (CANCELLING LOT 200 ON SP300459)	1 Lot

March 2019 (Regional Land Use Planning)