



AGENDA

Wednesday, 19 June 2019

Ordinary Council Meeting

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

Date: Wednesday, 19 June 2019

Time: 10:00am

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**


Ordinary Council Meeting - 15 May 2019
- 6 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING**
- 7 DEPUTATIONS AND DELEGATIONS**

8 CORPORATE AND COMMUNITY SERVICES

8.1 W VENTURATO - RECONFIGURING A LOT - SUBDIVISION (1 INTO 2 LOTS) - LOT 1 ON RP747548 - 106 BRYDE ROAD, MAREEBA - RAL/19/0008

Date Prepared: 7 June 2019

Author: Planning Officer

Attachments: 1. [Proposal Plan](#) 

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	W Venturato	ADDRESS	106 Bryde Road, Mareeba
DATE LODGED	9 May 2019	RPD	Lot 1 on RP747548
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot - Subdivision (1 into 2 Lots)		
FILE NO	RAL/19/0008	AREA	10,000m ²
LODGED BY	Scope Town Planning	OWNER	W Venturato
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Rural Zone		
LEVEL OF ASSESSMENT	Code Assessment		
SUBMISSIONS	N/A - Code Assessment Only		

EXECUTIVE SUMMARY

Council is in receipt of a code assessable development application described in the above application details. Being code assessable, the application was not required to undergo public notification.

The application proposes the subdivision of the 1 hectare (10,000m²) allotment into 2 equal 5,000m² allotments.

The application and supporting material has been assessed against the Mareeba Shire Council Planning Scheme 2016 and is considered to conflict with Performance Outcomes PO2, PO3 and PO6 of the Agricultural Land Overlay code and Performance/Acceptable Outcomes PO1 and AO1 of the Reconfiguring a Lot code.

Both proposed allotments are significantly smaller than the minimum desired lot size of 60 hectares for land within the Rural zone. A key intent of the Planning Scheme is to protect the Shire's agricultural sector by discouraging the creation of small rural lots., particularly in areas that are actively farmed. The proposed development will create an out-of-sequence small rural lot and is in direct conflict with this intent.

The applicant's argument that the existing allotment has next to no agricultural viability at only 1 hectare in size, and that the proposed additional lot will be sited between 2 other small rural lifestyle lots is not considered sufficient planning grounds to justify approval of the application. The proposed subdivision is a precursor for the establishment of an additional sensitive land use

(dwelling) in proximity to existing agricultural operations. It is therefore recommended that the application be refused.

OFFICER'S RECOMMENDATION

- That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	W Venturato	ADDRESS	106 Bryde Road, Mareeba
DATE LODGED	9 May 2019	RPD	Lot 1 on RP747548
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:

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

(B) ASSESSMENT MANAGER'S REASONS FOR REFUSAL:

- The proposed development is in conflict with Performance Outcomes PO2, PO3 and PO6 of the Agricultural Land Overlay Code:

PO2

*Sensitive land uses in the 'Class A' area, 'Class B' area or the 'Broadhectare rural' area identified on the **Agricultural land overlay maps (OM-001a-n)** are designed and located to:*

- avoid land use conflict;*
- manage impacts from agricultural activities, including chemical spray drift, odour, noise, dust, smoke and ash;*
- avoid reducing primary production potential; and*
- not adversely affect public health, safety and amenity.*

PO3

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

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

PO6

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

- improves agricultural efficiency;*
- facilitates agricultural activity; or*

- (d) *facilitates conservation outcomes; or*
 - (d) *resolves boundary issues where a structure is built over the boundary line of two lots.*
2. The proposed development is in conflict with Performance Outcome PO1 and Acceptable Outcome AO1 of the Reconfiguring a Lot Code:

PO1

Lots include an area and frontage that:

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

AO1.1

*Lots provide a minimum area and frontage in accordance with **Table 9.4.4.3B**.*

3. That there are not sufficient grounds to justify approval, despite the identified conflicts.

THE SITE

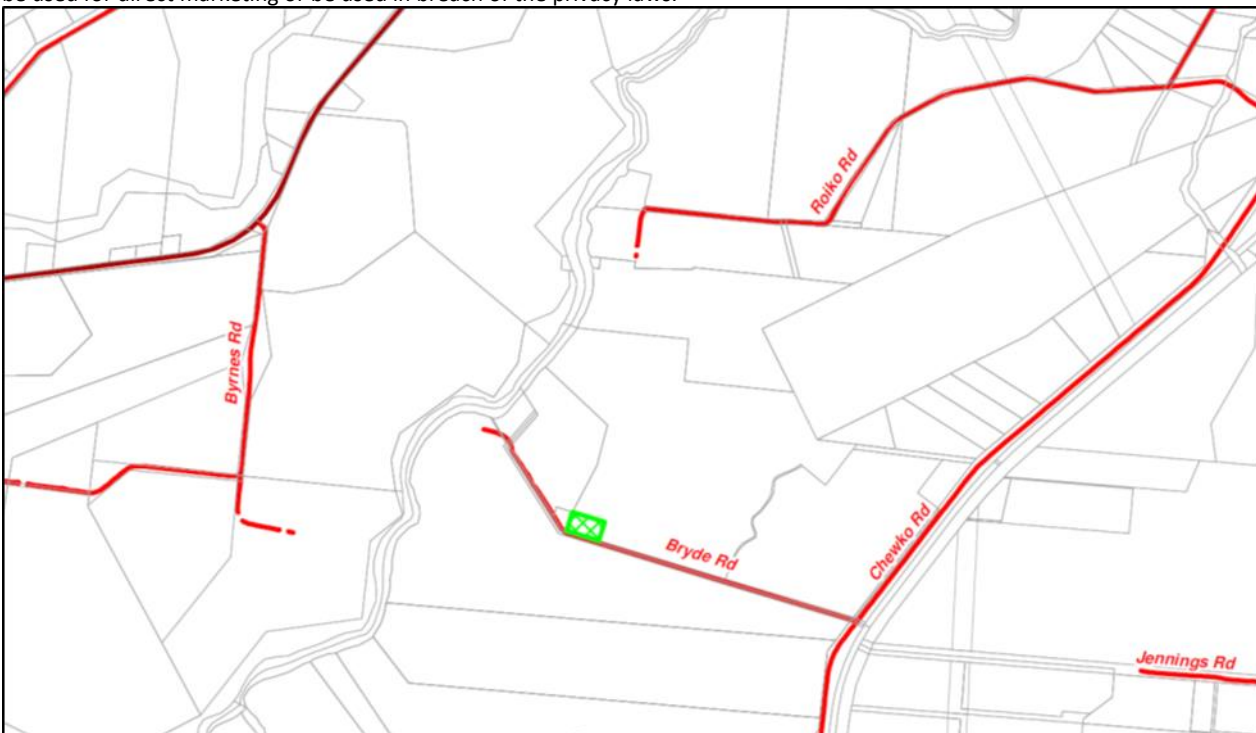
The subject site is situated at 106 Bryde Road, Mareeba and is described as Lot 1 on RP747548. The site is regular in shape with an area of 1 hectare (10,000m²) and is zoned Rural under the Mareeba Shire Council Planning Scheme 2016. The site contains 131.6m of frontage to Bryde Road which is constructed to a bitumen sealed standard for this entire frontage and back to its intersection with Chewko Road.

The site is improved by a dwelling house in the north-east corner of the lot as well as multiple outbuildings adjacent the dwelling. A small fruit tree orchard exists between the improvements and Bryde Road and a patch of native vegetation remains over the western third of the lot only. A rural lifestyle lot approximately 1 acre in size is situated immediately adjacent the site to the west while all other surrounding lots are larger rural holdings. While not an intensively farmed area, some agricultural activity surrounds the site with an active cane farm situated to the south and west of the site on the allotment on the opposite side of Bryde Road.



Map Disclaimer:

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



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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 application proposes the subdivision of the 1 hectare (10,000m²) allotment into 2 equal 5,000m² allotments. Both lots will have a frontage of approximately 66 metres.

Proposed Lot 1 will contain a shed only while Lot 2 will contain the sites existing dwelling and another shed.

REGIONAL PLAN DESIGNATION

The subject site is included within the Regional Landscape and Rural Production Area land use category in the Far North Queensland Regional Plan 2009-2031. The Site does not contain any areas of ecological significance.

PLANNING SCHEME DESIGNATIONS

Strategic Framework:	Land Use Categories <ul style="list-style-type: none">• <i>Rural Area</i><ul style="list-style-type: none">▪ <i>Rural Agricultural Area</i>
Zone:	Rural zone
Overlays:	Agricultural land 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

Relevant Developments Codes

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

- 6.2.9 Rural zone code
- 8.2.1 Agricultural land overlay code
- 9.4.2 Landscaping code
- 9.4.3 Parking and access code
- 9.4.4 Reconfiguring a lot code
- 9.4.5 Works, services and infrastructure code

The application included a planning report and assessment against the planning scheme. An officer assessment has found that the application would conflict with the below identified sections of the Agricultural Land Overlay Code and Reconfiguring a Lot Code.

Relevant Codes	Comments
Rural zone code	The application can be conditioned to comply with the relevant acceptable outcomes contained within the code.
Agricultural land overlay code	The application conflicts with the following Performance Outcomes: <ul style="list-style-type: none"> ▪ PO2 ▪ PO3 ▪ PO6 Refer to planning discussion section of report.
Landscaping code	The application can be conditioned to comply with the relevant acceptable outcomes contained within the code.
Parking and access code	The application can be conditioned to comply with the relevant acceptable outcomes contained within the code.
Reconfiguring a lot code	The application conflicts with the following Performance Outcomes and Acceptable Outcomes: <ul style="list-style-type: none"> ▪ PO1 and AO1 Refer to planning discussion section of report.
Works, services and infrastructure code	The application can be conditioned to comply with the relevant acceptable outcomes contained within the code.

(D) Planning Scheme Policies/Infrastructure Charges Plan

The following planning scheme policies are relevant to the application:

- Planning Scheme Policy 4 - FNQROC Regional Development Manual

Should the application be approved, a condition will be attached to the approval requiring all development works be designed and constructed in accordance with FNQROC Development manual standards.

REFERRAL AGENCY

The application did not trigger referral to any referral agency.

PLANNING DISCUSSION

Noncompliance with the Performance Outcomes and Acceptable Outcomes of the Agricultural Land Overlay Code and the Reconfiguring a Lot Code are summarised as follows:

Conflicts with the Agricultural Land Overlay Code

PO2

*Sensitive land uses in the 'Class A' area, 'Class B' area or the 'Broadhectare rural' area identified on the **Agricultural land overlay maps (OM-001a-n)** are designed and located to:*

- (a) avoid land use conflict;*
- (b) manage impacts from agricultural activities, including chemical spray drift, odour, noise, dust, smoke and ash;*
- (c) avoid reducing primary production potential; and*
- (d) not adversely affect public health, safety and amenity.*

Comment

The development would create proposed Lot 1 as a vacant rural allotment with accepted development rights to allow the construction of a dwelling house. The planning scheme defines a dwelling house as a sensitive land use.

An established sugar cane plantation exists approximately 30 metres from the closest boundary of proposed Lot 1 on the opposite side of Bryde Road. This cropped land is mapped as "Class A" agricultural land.

Siting an additional rural lifestyle allotment, with resultant additional dwelling house, adjacent to farmed "Class A" area could only increase the potential for land use conflict arising from common agricultural impacts such as spray drift, odour, noise, dust and smoke. Furthermore, increasing dwelling densities within rural areas only increases the difficulties involved with establishing intensive rural uses that are dependent on achieving greater separation distances from sensitive land uses such as kennels, meat poultry farms and feedlots.

Rural land use conflict is a very real issue for Council officers who have recently dealt with complaints arising from less than tolerant residents living on smaller lots situated in proximity to farmed land.

There is no overriding need for the development in terms of public benefit and an extensive supply of land for urban development is available within the nearby Mareeba township.

The proposed development is in conflict with PO2.

PO3

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

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

Comment

The development would create proposed Lot 1 as a vacant rural allotment with accepted development rights to allow the construction of a dwelling house.

An established sugar cane plantation exists approximately 30 metres from the closest boundary of proposed Lot 1 on the opposite side of Bryde Road. This cropped land is mapped as "Class A" agricultural land.

Siting an additional rural lifestyle allotment, with resultant additional dwelling house, adjacent to farmed "Class A" area could only increase the potential for land use conflict arising from common agricultural impacts such as spray drift, odour, noise, dust and smoke.

There is no overriding need for the development in terms of public benefit and an extensive supply of land for urban development is available within the nearby Mareeba township.

The proposed development has the potential to alienate and constrain the use of adjoining agricultural land and is therefore in conflict with PO3.

PO6

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

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

A06

No acceptable outcome is provided.

Comment

The reconfiguration does not improve agricultural efficiency; does not facilitate agricultural activity; does not facilitate a conservation outcome; and does not resolve a boundary issue where a structure is built over the boundary.

The proposed development is in conflict with PO6.

Conflicts with the Reconfiguring a Lot Code**PO1**

Lots include an area and frontage that:

- (a) is consistent with the design of lots in the surrounding area;*
- (b) allows the desired amenity of the zone to be achieved;*
 - (c) is able to accommodate all buildings, structures and works associated with the intended land use;*
- (d) allow the site to be provided with sufficient access;*
- (e) considers the proximity of the land to:*

- (i) centres;
 - (ii) public transport services; and
 - (iii) open space; and
- (f) allows for the protection of environmental features; and
- (g) accommodates site constraints.

AO1.1

*Lots provide a minimum area and frontage in accordance with **Table 9.4.4.3B**.*

Comment

Proposed Lots 1 and 2 will both have areas of just 5,000m² (0.5 hectares) which is well below the 60 hectare minimum desired lot size nominated in Table 9.4.4.3B.

Although the subject site is one of two small rural lifestyle lots situated adjacent each other, the predominant style and design of lots in the immediate area are larger rural holdings typical of a rural agricultural area. The proposed lots are not consistent with this intended design. As previously discussed, introducing an additional sensitive land use into the rural zone has the likelihood of impacting on the desired level of amenity typical of the rural zone.

The proposed reconfiguration conflicts with PO1.

Conclusion

An overarching intent of the planning scheme for the rural zone is to discourage the creation of additional small rural lifestyle lots and the protection and preservation of the Shire's agricultural sector. The proposed development, which will result in the creation of an additional rural lifestyle allotment, is in direct conflict with this intent.

It is recommended the application be refused.

Date Prepared: 7 June 2019

Development Application – Reconfiguration of a Lot (1 into 2) – 106 Bryde Road, Mareeba Qld.

APPENDIX 1: Existing and Proposed plans.



Existing Lot 1 on RP747548.



Proposed Lots 1 & 2.



SCOPE

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8.2 ADOPTED INFRASTRUCTURE CHARGES RESOLUTION (NO.2) 2019

Date Prepared: 28 May 2019

Author: Senior Planner

Attachments: 1. **Adopted Infrastructure Charges Resolution (No.2) 2019** [↓](#)
2. **Adopted Infrastructure Charges Resolution (No.2) 2019 Table 1** [↓](#)

EXECUTIVE SUMMARY

This report presents *Adopted Infrastructure Charges Resolution (No.2) 2019* for Council's consideration and endorsement. It reflects the new infrastructure charge rates from the 2019/2020 Planning - Urban and Regional fees which were adopted by Council on 15 May 2019.

Adopted Infrastructure Charges Resolution (No.2) 2019 forms Attachments 1 and 2 of this report.

RECOMMENDATION

That Council, under section 113 of the *Planning Act 2016*, adopt *Adopted Infrastructure Charges Resolution (No.2) 2019* to have effect on and from 1 July 2019.

BACKGROUND

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

Mareeba Shire Council passed *Adopted Infrastructure Charges Resolution (No.1) 2019* on 19 March 2019, and this resolution remains in effect.

Adopted Infrastructure Charges Resolution (No.2) 2019 will replace *Adopted Infrastructure Charges Resolution (No.1) 2019*. The only difference between resolution no.1 and resolution no.2 is that *Adopted Infrastructure Charges Resolution (No.2) 2019* will reflect the new infrastructure charge rates from the 2019/2020 Planning - Urban and Regional fees, which were adopted by Council on 15 May 2019.

RISK IMPLICATIONS**Financial**

Adoption of the *Adopted Infrastructure Charges Resolution (No.2) 2019* will allow Council to levy infrastructure charges to fund trunk infrastructure planned under the Mareeba Shire Council Local Government Infrastructure Plan.

Infrastructure and Assets

Adoption of the *Adopted Infrastructure Charges Resolution (No.2) 2019* will allow Council to levy infrastructure charges to fund trunk infrastructure planned under the Mareeba Shire Council Local Government Infrastructure Plan.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Adoption of the *Adopted Infrastructure Charges Resolution (No.2) 2019* will allow Mareeba Shire Council to continue to levy infrastructure charges for assessable development within the Local Government area.

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.

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

IMPLEMENTATION/COMMUNICATION

Adopted Infrastructure Charges Resolution (No.2) 2019 will be uploaded to Council's website on the 28 June 2019 and will have effect on and from the 1 July 2019.

Adopted Infrastructure Charges Resolution (No. 2) 2019

Mareeba Shire Council

Dated 19 June 2019

Disclaimer

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

Mareeba Shire Council Adopted Infrastructure Charges Resolution (No. 2) 2019

PART 1 PRELIMINARY

1.1 Title

This resolution may be cited as the *Mareeba Shire Council Adopted Infrastructure Charges Resolution (No.2) 2019*.

1.2 Planning Act 2016

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

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

1.3 Effect

This resolution and an adopted charge under this resolution takes effect on and from 1 July 2019.

1.4 Purpose of the resolution

The purpose of the resolution is to:

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

1.5 Application to the local government area

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

PART 2 RELATIONSHIP WITH THE PLANNING REGULATION

2.1 Relationship to the prescribed amount

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

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

PART 3 ADOPTED INFRASTRUCTURE CHARGE

3.1 Development subject to infrastructure charges

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

3.2 Applicable infrastructure charges rates

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

PART 4 LEVIED CHARGE

4.1 Calculation of the levied charge

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

$$LC = AC - C$$

Where:

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

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

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

C (credit) is calculated as follows:

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

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

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

4.2 Extra demand

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

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

4.3 Indexing of infrastructure charges

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

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

PART 5 LOCAL GOVERNMENT INFRASTRUCTURE PLAN

5.1 Planning assumptions

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

5.2 Priority infrastructure area

The priority infrastructure area is identified in the LGIP.

5.3 Trunk infrastructure networks

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

5.4 Desired standard of service

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

5.5 Plans for trunk infrastructure

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

5.6 Infrastructure Work Schedule

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

PART 6 COST OF INFRASTRUCTURE OFFSETS OR REFUNDS

6.1 Establishment cost for works

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

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

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

For trunk infrastructure that is works:

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

For trunk infrastructure that is land:

- i. a valuation of the specified land undertaken by a certified practicing valuer.

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

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

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

PART 7 CONVERSION APPLICATIONS

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

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

PART 8 DICTIONARY

1. Dictionary

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

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

Other terms used within this resolution:

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

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

Planning Scheme means the Mareeba Shire Council Planning Scheme 2016.

Table 1 – Adopted Charge Rates

Mareeba Shire Council Adopted Infrastructure Charges Resolution (No.2) 2019 - Table 1					
Development		ADOPTED CHARGE RATES			
		Other networks		Stormwater network	
USE CATEGORY	USE	Charge Rate	Unit of Measure	Charge Rate	Unit of Measure
Residential	Dwelling house	\$ 13,430.00	per 1 or 2 bedroom dwelling	\$ Non-worsening	No stormwater charge
		\$ 18,800.00	per 3 or more bedroom dwelling	\$ Non-worsening	No stormwater charge
	Dwelling unit	\$ 13,430.00	per 1 or 2 bedroom dwelling	\$ Non-worsening	No stormwater charge
		\$ 18,800.00	per 3 or more bedroom dwelling	\$ Non-worsening	No stormwater charge
	Caretaker's accommodation	\$ 13,430.00	per 1 or 2 bedroom dwelling	\$ Non-worsening	No stormwater charge
		\$ 18,800.00	per 3 or more bedroom dwelling	\$ Non-worsening	No stormwater charge
	Multiple dwelling	\$ 13,430.00	per 1 or 2 bedroom dwelling	\$ Non-worsening	No stormwater charge
		\$ 18,800.00	per 3 or more bedroom dwelling	\$ Non-worsening	No stormwater charge
	Dual occupancy	\$ 13,430.00	per 1 or 2 bedroom dwelling	\$ Non-worsening	No stormwater charge
		\$ 18,800.00	per 3 or more bedroom dwelling	\$ Non-worsening	No stormwater charge
Accommodation (short term)	Hotel	\$ 6,715.00	per suite (with 1 or 2 bedrooms)	\$ Non-worsening	No stormwater charge
		\$ 9,400.00	per suite (with 3 or more bedrooms)	\$ Non-worsening	No stormwater charge
		\$ 6,715.00	per bedroom with 1 or 2 beds (that is not within a suite)	\$ Non-worsening	No stormwater charge
		\$ 9,400.00	per bedroom with 3 or more beds (that is not within a suite)	\$ Non-worsening	No stormwater charge
	Short-term accommodation	\$ 6,715.00	per suite (with 1 or 2 bedrooms)	\$ Non-worsening	No stormwater charge
		\$ 9,400.00	per suite (with 3 or more bedrooms)	\$ Non-worsening	No stormwater charge
		\$ 6,715.00	per bedroom with 1 or 2 beds (that is not within a suite)	\$ Non-worsening	No stormwater charge
		\$ 9,400.00	per bedroom with 3 or more beds (that is not within a suite)	\$ Non-worsening	No stormwater charge
	Tourist park	\$ 6,715.00	per caravan or tent site	\$ Non-worsening	No stormwater charge
		\$ 6,715.00	per cabin (with 1 or 2 bedrooms)	\$ Non-worsening	No stormwater charge
		\$ 9,400.00	per cabin (with 3 or more bedrooms)	\$ Non-worsening	No stormwater charge
Accommodation (long term)	Community residence	\$ 13,430.00	per bedroom with 1 or 2 beds	\$ Non-worsening	No stormwater charge
		\$ 18,800.00	per bedroom with 3 or more beds	\$ Non-worsening	No stormwater charge
	Rooming accommodation	\$ 6,715.00	per suite (with 1 or 2 bedrooms)	\$ Non-worsening	No stormwater charge
		\$ 9,400.00	per suite (with 3 or more bedrooms)	\$ Non-worsening	No stormwater charge
		\$ 6,715.00	per bedroom with 1 or 2 beds (that is not within a suite)	\$ Non-worsening	No stormwater charge
		\$ 9,400.00	per bedroom with 3 or more beds (that is not within a suite)	\$ Non-worsening	No stormwater charge
	Relocatable home park	\$ 13,430.00	per 1 or 2 bedroom dwelling	\$ Non-worsening	No stormwater charge
		\$ 18,800.00	per 3 or more bedroom dwelling		
	Retirement facility	\$ 13,430.00	per 1 or 2 bedroom dwelling	\$ Non-worsening	No stormwater charge
		\$ 18,800.00	per 3 or more bedroom dwelling	\$ Non-worsening	No stormwater charge
	Rural workers' accommodation	\$ 13,430.00	per 1 or 2 bedroom dwelling	\$ Non-worsening	No stormwater charge
		\$ 18,800.00	per 3 or more bedroom dwelling	\$ Non-worsening	No stormwater charge

Places of assembly	Club	\$	47.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Community use	\$	47.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Function facility	\$	47.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Funeral parlour	\$	47.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Place of worship	\$	47.00	per m ² GFA	\$	Non-worsening	No stormwater charge
Commercial (bulk goods)	Agricultural supplies store	\$	94.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Bulk landscape supplies	\$	94.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Garden centre	\$	94.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Hardware and trade supplies	\$	94.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Outdoor sales	\$	94.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Showroom	\$	94.00	per m ² GFA	\$	Non-worsening	No stormwater charge
Commercial (retail)	Adult store	\$	121.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Car Wash	\$	121.00	per m ² of wash bay area	\$	Non-worsening	No stormwater charge
	Food and drink outlet	\$	121.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Service industry	\$	121.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Service station	\$	121.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Shop	\$	121.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Shopping centre	\$	121.00	per m ² GFA	\$	Non-worsening	No stormwater charge
Commercial (office)	Office	\$	94.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Sales office	\$	94.00	per m ² GFA	\$	Non-worsening	No stormwater charge
Education facility	Child care centre	\$	94.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Community care centre	\$	94.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Educational establishment	\$	94.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Educational establishment for the Flying Start for Qld Children	\$	-	Nil charge	\$	Non-worsening	No stormwater charge
	Environmental facility	\$	94.00	per m ² GFA	\$	Non-worsening	No stormwater charge
Entertainment	Bar	\$	134.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Hotel (non-residential component)	\$	134.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Nightclub entertainment facility	\$	134.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Theatre	\$	134.00	per m ² GFA	\$	Non-worsening	No stormwater charge
Indoor sport and recreation	Indoor sport and recreation -	\$	134.00 non court area & 13.40 court area	per m ² GFA	\$	Non-worsening	No stormwater charge
Industry	Low impact industry	\$	33.50	per m ² GFA	\$	Non-worsening	No stormwater charge
	Marine industry	\$	33.50	per m ² GFA	\$	Non-worsening	No stormwater charge
	Medium impact industry	\$	33.50	per m ² GFA	\$	Non-worsening	No stormwater charge
	Research and technology industry	\$	33.50	per m ² GFA	\$	Non-worsening	No stormwater charge
	Rural industry	\$	33.50	per m ² GFA	\$	Non-worsening	No stormwater charge
	Transport Depot	\$	33.50	per m ² GFA	\$	Non-worsening	No stormwater charge
	Warehouse	\$	33.50	per m ² GFA	\$	Non-worsening	No stormwater charge
High impact industry	High impact industry	\$	47.00	per m ² GFA	\$	Non-worsening	No stormwater charge
	Special industry	\$	47.00	per m ² GFA	\$	Non-worsening	No stormwater charge
Low impact rural	Animal husbandry	\$	-	Nil Charge	\$	Non-worsening	No stormwater charge
	Cropping	\$	-	Nil Charge	\$	Non-worsening	No stormwater charge
	Permanent plantations	\$	-	Nil Charge	\$	Non-worsening	No stormwater charge
	Renewable energy facility	\$	-	Nil Charge	\$	Non-worsening	No stormwater charge
High impact rural	Aquaculture	\$	13.40	per m ² GFA	\$	Non-worsening	No stormwater charge

	Intensive animal industries	\$ 13.40	per m ² GFA	\$ Non-worsening	No stormwater charge
	Intensive horticulture	\$ 13.40	per m ² GFA	\$ Non-worsening	No stormwater charge
	Wholesale nursery	\$ 13.40	per m ² GFA	\$ Non-worsening	No stormwater charge
	Winery	\$ 13.40	per m ² GFA	\$ Non-worsening	No stormwater charge
Essential services	Detention facility	\$ 94.00	per m ² GFA	\$ Non-worsening	No stormwater charge
	Emergency services	\$ 94.00	per m ² GFA	\$ Non-worsening	No stormwater charge
	Health care services	\$ 94.00	per m ² GFA	\$ Non-worsening	No stormwater charge
	Hospital	\$ 94.00	per m ² GFA	\$ Non-worsening	No stormwater charge
	Residential care facility	\$ 94.00	per m ² GFA	\$ Non-worsening	No stormwater charge
	Veterinary services	\$ 94.00	per m ² GFA	\$ Non-worsening	No stormwater charge
Specialised uses	Air services	Council will calculate an infrastructure charge on the approved uses at the time the decision is made, the charge will be recalculated at the time of payment.		\$ Non-worsening	No stormwater charge
	Animal keeping				
	Brothel				
	Crematorium				
	Extractive industry				
	Major electricity infrastructure				
	Major sport, recreation and entertainment facility				
	Motor sport facility				
	Nature-based tourism				
	Non-resident workforce accommodation				
	Outdoor sport and recreation				
	Outstation				
	Parking station				
	Port services				
	Resort complex				
	Substation				
	Tourist attraction				
	Utility installation				
	Cemetery	\$ -	Nil charge	\$ Non-worsening	No stormwater charge
	Home based business	\$ -	Nil charge	\$ Non-worsening	No stormwater charge
	Landing	\$ -	Nil charge	\$ Non-worsening	No stormwater charge
	Market	\$ -	Nil charge	\$ Non-worsening	No stormwater charge
	Park	\$ -	Nil charge	\$ Non-worsening	No stormwater charge
	Roadside stalls	\$ -	Nil charge	\$ Non-worsening	No stormwater charge
	Telecommunications facility	\$ -	Nil charge	\$ Non-worsening	No stormwater charge
	Temporary uses	\$ -	Nil charge	\$ Non-worsening	No stormwater charge
Other uses	A use not otherwise listed in this table	The maximum adopted charge contained in this table is the charge that appropriately reflects the use at the time of assessment			

8.3 POLICY REVIEW

Date Prepared: 10 June 2019

Author: Manager Development and Governance

Attachments: 1. Road and Water Crossing Naming Policy [↓](#)
2. Fraud and Corruption Control Policy [↓](#)

EXECUTIVE SUMMARY

As part of Council's policy review process, the following Policies have been reviewed and are presented for Council's endorsement.

RECOMMENDATION

That Council:

1. Repeals the following policies:
 - (a) Road Naming Policy (adopted 21 January 2015)
 - (b) Fraud and Corruption Control Policy (adopted 21 November 2018)
 - (c) Policy for the Assessment of Advertising Billboards (adopted 21 January 2015)
2. Adopts the following policies:
 - (a) Road and Water Crossing Naming Policy
 - (b) Fraud and Corruption Control Policy

BACKGROUND

Below is a summary of the alterations made to the policies:

Road and Water Crossing Naming Policy

An extensive review has been conducted across multiple sections and departments of Council. The *Local Government Act 2009* requires Council to have a policy for Road Names. The proposed policy has included water crossings such as bridges and causeways due to the similar nature with regards to naming.

Fraud and Corruption Control Policy

The meaning of "corrupt conduct" in Section 15 of the *Crime and Corruption Act 2001 (the Act)* was recently amended. The change to Council's policy is to reflect the amended meaning per the Act.

Policy for the Assessment of Advertising Billboards

During the review policy process, it was identified that the Policy for the Assessment of Advertising Billboards (the Policy) is no longer required. The Policy was required to assess billboard applications in accordance with Council's Local Laws. However, since the adoption of Council's 2016 Planning Scheme, billboard applications are assessable as an Operational Works application in accordance with the Advertising Devices Code with the Planning Scheme.

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

Once adopted, Policy will be included on Council's Policy register and published on the Council website.

Nil



Road and Water Crossing Naming Policy

Policy Type	Governance Policy	Version:	3.0
Responsible Officer	Manager Development and Governance	Date Approved:	19/06/2019
Review Officer:	Manager Development and Governance	Review Due:	19/06/2023
Author:	Senior Compliance Officer	Commencement:	19/06/2019

1. PURPOSE

The intent of this Policy is to:

Provide for the controlled management of Road and Water Crossing Naming activities required for Council discharge of obligations under the *Local Government Act 2009* (LGA).¹ This includes:

- (a) maintaining a list of approved names for defined districts throughout the Mareeba Shire Local Government area;
- (b) provide for an overarching process for the naming of unnamed roads and water crossings;
- (c) Provide for an overarching process for the renaming of existing, named roads and water crossings.

2. SCOPE

This policy applies in all circumstances where there is a requirement for the allocation of a name to any road or water crossing under the control of the Mareeba Shire Council. The policy further applies to any submission of names for consideration by Council for inclusion in Council's approved listings of road and water crossing names.

3. POLICY STATEMENT

The Australian Standards² have been used to develop this Policy and the following principles have been adopted:

- Names will not be duplicated with an existing name within a defined district.
- Names should be appropriate to the physical, cultural or historical character of the area.
- Names should be reasonably easy to read, spell and pronounce, and should not be comprised of more than two words.
- A name which has historical or cultural significance is preferred.

Council will maintain a series of approved listings of relevant names for each of six (6) defined districts from which names will be selected.³ Names will be added periodically to the lists with the approval of Council.

¹ See *Local Government Act 2009* s 60.

² AS/NZS 4819:2011 *Australian/New Zealand Standard Rural and Urban Addressing* s 4.

³ See *Road and Water Crossing Naming Procedure* Appendix for map representations of defined districts.

Road and Water Crossing Naming Policy

Approved lists hold a local history theme and are developed with consideration to Traditional Owners, local historians and Councillors and are derived from the following source themes:

- The names of fallen soldiers from a relevant district;
- Indigenous place names and language words within a relevant defined district;
- The names of historical or significant places, themes, families and individuals within the relevant district.

Council will consider input from community members who are able to provide sufficient background to warrant the inclusion of additional names consistent with these source themes. Developers and community residents are encouraged to contact Traditional Owners of a certain area and request a name or word from the Indigenous language which relates specifically to the location of the subject road. Council can assist in providing the relevant Traditional Owner contacts which may be used for this purpose

Where a new road or water crossing or unnamed road or water crossing falls outside of one of the six (6) defined districts, that road or water crossing should be named after the main property that it runs through or is adjacent to.

Any submission involving a request for a name which is not on an approved list for the relevant district will be referred to Council for approval. Such submissions must describe the origin of the name and demonstrate that it is consistent with the source themes outlined above.

Name listings relevant to each defined area contained within the Road and Water Crossing Naming Procedure will be reviewed and updated every two (2) years to ensure currency.

The designation of new road types, naming of newly created roads, streets and water crossings, the naming of existing unnamed roads and water crossings, and renaming of roads and water crossings is to be conducted in accordance with Council's Road and Water Crossing Naming Procedure⁴

4. REPORTING

No additional reporting is required

5. DEFINITIONS

Defined district - one of six (6) defined geographic areas within the shire used for the management of names
LG Area - Local Government Area; the entire Mareeba Shire local government jurisdiction

6. RELATED DOCUMENTS AND REFERENCES

Road and Water Crossing Naming Procedure (MSC)

Local Government Act 2009

Local Government Regulation 2012

AS/NZS 4819:2011 Australian/New Zealand Standard Rural and Urban Addressing s 4

⁴ See *Road and Water Crossing Naming Procedure (MSC)* s 3.

Road and Water Crossing Naming Policy

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.



Fraud and Corruption Control Policy

Policy Type	Governance Policy	Version:	2.0
Responsible Officer	Manager Development & Governance	Date Approved:	19 June 2019
Review Officer:	Manager Development & Governance	Review Due:	19 June 2021
Author:	Manager Development & Governance	Commencement:	19 June 2019

1. PURPOSE

The purpose of this policy is to set out the organisational requirements to prevent fraud and corruption at Mareeba Shire Council (MSC).

2. SCOPE

This policy applies to all Councillors and employees of the MSC, including persons engaged under a contract of service, and volunteers.

3. POLICY STATEMENT

Council's 2018 - 2022 Corporate Plan affirms the importance of accountable governance and ethical conduct in its' mission and values. These values are also reflected in both the Employee Code of Conduct and Councillors Code of Conduct, but more importantly, are practiced on a daily basis in all aspects of operations.

Council is committed to acting in the best interest of the community and upholding the principles of honesty, integrity and transparency. The Councillors, Chief Executive Officer, and Senior Management have a zero-tolerance stance for fraud and corruption and are expected to conduct themselves within the principles of ethical conduct.

3.1 KEY FACTORS INFLUENCING FRAUD AND CORRUPTION RISK

The Fraud triangle is a framework designed to explain the reasoning behind a worker's decision to commit workplace fraud. The three stages, categorised by the effect on the individual, can be summarised as motivation, opportunity and rationalisation. Broken down, they are:

- **Motivation:** The person is somehow motivated to commit a fraud. Economic factors such as personal financial distress, substance abuse, gambling, overspending, or other similar addictive behaviors may provide motivation.
- **Opportunity:** The employee has sufficient access to assets and information that allows him or her to believe the fraud can be committed and also successfully concealed.
- **Rationalisation:** The employee finds a way to rationalise the fraud, convincing themselves that their actions are really justified. Such rationalisations can include perceived injustices in compensation or promotions, the idea that they are simply "borrowing" from the organisation and fully intend to return the assets at a future date, or a belief that the company doesn't really "need" the assets and won't even realise they are missing.

Fraud and Corruption Control Policy**3.2 FRAUD AND CORRUPTION FRAMEWORK**

Fraud and Corruption Prevention at Council forms part of the organisation's broader governance framework and is interrelated by the policies, procedures, and supporting documents identified in section 6.2 of this policy.

Fraud risk assessments are aligned to Council's Enterprise Risk Management Framework and will be utilised to identify extreme and significant fraud and corruption risk areas. The organisation will utilise these assessments to improve any identified internal control weaknesses.

3.3 ROLES AND RESPONSIBILITIES**3.3.1 *The Chief Executive Officer and Directors***

The CEO and Directors will lead by example in a manner consistent with the values and principles detailed in Employee Code of Conduct. The CEO is required to notify the Crime and Corruption Commission (CCC) if they reasonably suspect corrupt conduct as defined by the *Crime and Corruption Act 2001* has occurred.

The Directors will assume responsibility for fraud and corruption prevention to ensure that the fraud and corruption control policy and plan are implemented effectively across all work areas. Consideration of fraud and corruption issues will form part of both annual and longer term operational and business planning processes.

3.3.2 *Management*

All managers and supervisors must recognise that fraud and corruption may occur in their area of responsibility. Managers are to critically examine their areas of responsibility and business processes to identify and evaluate potential fraud and corruption risk situations. They are to develop and maintain fraud and corruption resistant work practices and report appropriately and identified incidents of fraud or corruption.

3.3.3 *Employees*

All Council Officers are responsible for the following:

- Acting appropriately when using official resources and handling and using public funds, whether they are involved with cash or payment systems, receipts or dealing with suppliers;
- Being alert to the possibility that unusual events or transactions could be indicators of fraud or corruption;
- Reporting details immediately if they suspect that a fraudulent or corrupt act has been committed; and
- Co-operating fully with whoever is conducting internal checks, reviews or investigations into possible acts of fraud or corruption.

All Council officers who have any knowledge of fraudulent or corrupt activities/behaviour within Council have an obligation to report such matters to a manager/supervisor or the Chief Executive Officer.

Fraud and Corruption Control Policy**3.3.4 Audit Committee**

Fraud-related matters will be reported to Council's Audit Committee via the CEO to ensure that a realistic view of Council's exposure and the maturity of its systems to prevent, detect and respond to fraud are understood. Duties of Audit Committee include, but are not limited to:

- reviewing whether management has in place a current and comprehensive enterprise risk management framework and associated procedures designed to ensure that the identification and management of the organisation's business and financial risks, including fraud, are effective;
- reviewing the organisation's fraud control arrangements and satisfying itself that the organisation has appropriate processes or systems in place to capture and effectively investigate fraud-related information;
- reviewing reports that outline any identified allegations of fraud, the status of any ongoing investigations and any changes to identified fraud risk in the organisation; and
- providing comment on recommendations for change to the internal control structure as a result of liaising with both the internal and external auditors.

3.3.1 Internal Audit

The Internal Audit program supports Council's efforts to establish an organisational culture that embraces ethics, honesty, and integrity. Internal Audit assists Council with the evaluation of internal controls used to detect or mitigate fraud and evaluates the organisation's assessment of fraud risk.

Although the Internal Audit considers fraud and corruption within its audit plans and during audits, it is important to note that the responsibility for prevention of irregularities rests with Council and management through the implementation and continued operation of an adequate internal control system. Internal Auditors are responsible for examining and evaluating the adequacy and the effectiveness of actions taken by management to fulfil this obligation.

3.3.1 Development and Governance

The Development and Governance Section is responsible for the coordination of Council's Fraud and Corruption Framework. Duties include but not limited to:

- Governance oversight
 - Monitoring the implementation and application of the Policy and Plan.
 - Monitoring the framework of rules and practices used by the organisation to ensure accountability and transparency in its operations.
 - Recording of incidents of Fraud and Corruption on internal Council's Fraud and Corruption Register.
- Risk Management
 - overseeing the development and implementation of a systematic and coordinated risk management framework
 - developing a register of risk factors, risk management plan and controls
 - assessing whether the organisation maintains effective risk management practices across all its activities
 - ensuring that continuity plans are in place and appropriate, and that the plans are tested and that the tests are meaningful

Fraud and Corruption Control Policy

- monitoring the risk environment, and assessing the impact of any changes on the organisation's risk profile
- integrating fraud and corruption matters with the organisation's overall risk profile
- reporting to senior management on risk-related issues
- assessing whether the organisation is successfully embedding an ethical culture.
- Fraud and Corruption control coordination
 - developing the fraud and corruption control policy and plan and related procedures
 - taking ownership of and administering the fraud and corruption control policy
 - ensuring that policy changes and procedural recommendations arising from periodic reviews are appropriately prioritised and implemented
 - monitoring the performance of staff responsible for implementing the fraud control plan.

The duties of the Manager Development and Governance do not diminish the responsibility of the CEO in the proper execution of the above activities.

3.4 RISK MANAGEMENT SYSTEM

Fraud risk assessments from Council's fraud and corruption register are aligned to Council's Enterprise Risk Management Framework and will be utilised to identify extreme and significant fraud and corruption risks. The CCC survey Profiling the Queensland public sector (CMC 2004) provides an insight into operational areas and functions perceived to have high levels of fraud and corruption risk, including:

- financial functions – such as the receipt of cash, revenue collection and payment systems, salaries and allowances, entertainment expenses
- construction, development and planning functions – ranging from land rezoning or development applications to construction and building activities
- regulatory functions – involving the inspection, regulation or monitoring of facilities; and operational practices, including the issue of fines or other sanctions
- licensing functions – such as the issue of qualifications or licences to indicate proficiency or enable the performance of certain activities
- demand-driven or allocation-based functions – where demand often exceeds supply, including the allocation of services or grants of public funds, or the provision of subsidies, financial assistance, concessions or other relief
- procurement and purchasing functions – including e-commerce activities, tendering, contract management and administration, and the practices of external agents/contractors/consultants and providers of goods/services
- other functions involving the exercise of discretion, or where there are regular dealings between public sector and private sector personnel (especially operations that are remotely based or have minimal supervision).

3.5 CONTROL STRATEGIES

Ensuring that appropriate fraud control measures are in place to prevent, detect, investigate and respond to fraud is an important governance requirement. Effective fraud control strategies should be instigated by the Executive Management Team and embedded in governance/risk programs and appropriately resourced and managed, as this will assist Councils in managing fraud risk to an acceptable level. The Fraud and Corruption Control Plan contains specific details of the organisation's anti-fraud and anti-corruption strategies.

Fraud and Corruption Control Policy**3.6 REPORTING PROCESS**

The reporting of suspected misconduct and maladministration is fundamental to the integrity of Councils fraud and corruption control policy.

The *Financial Accountability Act 2009* establishes that the accountable officer or statutory body is responsible for establishing, maintaining and reviewing financial internal controls.¹ The Manager Finance is responsible for many internal controls and reports that identify and communicate attempts to defraud Council.

The *Public Service Act 2008* requires Council to provide an employee complaints management system. Employees should refer to Council's Staff Grievance Policy and Procedure. Council encourages employees to take appropriate action, should feel secure in the knowledge that supporting arrangements will protect individuals and preserve the confidentiality as far as possible. Therefore, all employee complaints should initially be treated as Public Interest Disclosures.

External report of suspected fraud or corruption should be referred through Council's Administrative Action Complaints Policy. Additionally, refer to Section 4 of this policy - External Organisational Reporting, for escalation of complaints.

3.7 PROTECTION AND SUPPORT FOR DISCLOSURES**3.7.1 *Work Health and Safety Act 2011***

Organisations have a responsibility to ensure the health and safety of their staff. Failing to take this responsibility seriously is a breach of the *Work Health and Safety Act 2011*.

3.7.2 *Crime and Corruption Act 2001*

Many reports of fraud or corruption will be classified as reports of corrupt conduct as defined in the *Crime and Corruption Act 2001* (CC Act). The CC Act includes provisions to protect those who make reports of corrupt conduct.

3.7.3 *Public Interest Disclosure Act 2010*

Some reports about fraud and corruption will be classified as a public interest disclosure (a PID). A PID is a disclosure of information as a result of a genuine concern about the possible serious wrongdoing of public officers, or of others who may be acting in a way that is not in the public interest. Please refer to Council Public Interest Disclosure Policy.

3.8 INVESTIGATION MANAGEMENT PROCESS

Once suspected fraud or corruption has been identified or reported, a number of processes must follow; please refer to Council's Fraud and Corruption Control Plan and Investigation Policy. The appropriate processes will depend on the nature and seriousness of the alleged conduct. Minor complaints are best dealt with by prompt managerial action. When dealing with serious matters where the conduct would, if proved, be a criminal offence, or provide reasonable grounds for dismissal, a full investigative response is required.

¹ See s 61 and s 77 of the Act

Fraud and Corruption Control Policy

3.9 CODE OF CONDUCT

Fraud and corruption is a departure from the expected standards of behaviour for Councillors and Employees. Council's Employee Code of Conduct defines the expectations and standards of behaviour that are consistent with Council ethical conduct value and associated principles. Just as importantly, Council's employee code of conduct provides benchmarks that clearly state the types of behaviours the organisation considers unacceptable. Please refer to the Employee Code of Conduct for more detail.

3.10 ORGANISATIONAL CULTURE CHANGE (STAFF TRAINING)

Mareeba Shire Council is committed to maintaining an ethical culture within the organisation. To foster an ethical culture, free from fraud and corruption Council will take a "job life-cycle" approach to communicating the issue of fraud and corruption. This includes engagement during:

- Recruitment and selection processes – ensure job advertisements, key selection criteria and promotional materials carry essential information about the values and ethical standards of the organisation to prospective employees.
- Induction – make certain that new officers understand their obligations by providing suitably structured induction programs. Induction training is an opportunity to provide all new personnel with first-hand notice of the organisation's attitude towards fraud and corruption.
- Ongoing employment – as a minimum, ensure that all employees are given access to appropriate education and training about ethics and specifically fraud and corruption risk or issues.

4. EXTERNAL ORGANISATIONAL REPORTING

4.1 REPORTING SUSPECTED FRAUD, CORRUPTION AND OTHER CORRUPT CONDUCT COMMITTED BY EMPLOYEES

All cases of corrupt conduct (which includes fraud and corruption) should be brought to the notice of the CEO. The CEO has a statutory obligation to report any suspicion of corrupt conduct to the CCC. Any attempt to unduly influence a government decision through the offer of bribes, individual rewards or incentives is an offence and must be reported to the CEO who will decide any appropriate further reporting.

4.2 REPORTING LOSS OF THE ORGANISATION'S MONEY OR PROPERTY

There are specific obligations placed on the CEO to report losses of money or property. Per section 307A of the *Local Government Regulation 2012* the obligations depend on whether the loss is:

Relevant legislation	LG Reg section 307A
A "material loss" is:	Cash or equivalent over \$500 Assets valued at over \$1,000
All losses that result from a criminal offence or suspected corrupt conduct	<ul style="list-style-type: none"> • Must be recorded
All material losses	<ul style="list-style-type: none"> • Must be recorded • Must be reported to: <ul style="list-style-type: none"> – the appropriate Minister – the Auditor-General

Fraud and Corruption Control Policy

Material losses that result from criminal offences	<ul style="list-style-type: none"> • Must be recorded • Must be reported to: <ul style="list-style-type: none"> – the appropriate Minister – the Auditor-General – QPS
Material losses that result from suspected corrupt conduct by employees or contractors	<ul style="list-style-type: none"> • Must be recorded • Must be reported to: <ul style="list-style-type: none"> – the appropriate Minister – the Auditor-General – CCC

5. DEFINITIONS

To assist in interpretation, the following definitions shall apply:

CEO means Council's Chief Executive Officer.

Corruption has the same meaning as 'corrupt conduct' under the *Crime and Corruption Act 2001*, being conduct of a person, regardless of whether the person holds or held an appointment, that:

- a) adversely affects, or could adversely affect, directly or indirectly, the performance of functions or the exercise of powers of—
 - i. a unit of public administration; or
 - ii. a person holding an appointment; and
- b) results, or could result, directly or indirectly, in the performance of functions or the exercise of powers mentioned in paragraph (a) in a way that—
 - i. is not honest or is not impartial; or
 - ii. involves a breach of the trust placed in a person holding an appointment, either knowingly or recklessly; or
 - iii. involves a misuse of information or material acquired in or in connection with the performance of functions or the exercise of powers of a person holding an appointment.
- c) would, if proved, be—
 - i. a criminal offence; or
 - ii. a disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or were the holder of an appointment.

Corrupt conduct also means conduct of a person, regardless of whether the person holds or held an appointment, that—

- a) impairs, or could impair, public confidence in public administration; and
- b) involves, or could involve, any of the following—
 - i. collusive tendering;
 - ii. fraud relating to an application for a licence, permit or other authority under an Act with a purpose or object of any of the following (however described) —
 - A. protecting health or safety of persons;
 - B. protecting the environment;
 - C. protecting or managing the use of the State's natural, cultural, mining or energy resources;
 - iii. dishonestly obtaining, or helping someone to dishonestly obtain, a benefit from the payment or application of public funds or the disposition of State assets;
 - iv. evading a State tax, levy or duty or otherwise fraudulently causing a loss of State revenue;
 - v. fraudulently obtaining or retaining an appointment; and
- c) would, if proved, be—

Fraud and Corruption Control Policy

i. a criminal offence; or
a disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or were the holder of an appointment.

Council means the Mareeba Shire Council

Council Officer means Employee

Employees is defined as all persons employed by Council on a permanent, temporary or casual basis and includes persons engaged under a contract of service, and volunteers.

Director means the Corporate & Community Services Director and the Infrastructure Services Director

Fraud shall mean a deliberate deception to facilitate or conceal the misappropriation of assets or the taking of an unlawful advantage or benefit.

Fraud may include, but is not limited to:

- Theft;
- Obtaining property, a financial advantage or any other benefit by deception;
- Causing a loss, avoiding or obtaining a benefit by deception;
- Knowingly providing false or misleading information to Council, or failing to provide information where there is an obligation to do so;
- A breach of trust in the performance of official duties, by which an employee or Councillor acts contrary to the interests of Council in order to achieve some personal gain or advantage for themselves or for another person or entity;
- Using forged or falsified documentation for an improper purpose;
- Deliberate mis-statement of accounting information for an improper purpose.

6. RELATED DOCUMENTS AND REFERENCES

The following legislation and policies are relevant to the management of fraud and corruption within Mareeba Shire Council:

6.1 RELEVANT LEGISLATION

Crime and Corruption Act 2001
Criminal Code Act 1899
Integrity Act 2009
Local Government Act 2009
Local Government Regulation 2012
Public Interest Disclosure Act 2010
Public Sector Ethics Act 1994
Right to Information Act 2009

6.2 RELEVANT SUPPORTING DOCUMENTS

Administrative Action Complaint Management Policy;
Audit Committee Charter;
Code of Conduct for Councillors;
Employee Code of Conduct;
Employee Conflict of Interest Policy and Procedure;

Fraud and Corruption Control Policy

Enterprise Risk Management Framework, Policy, and Procedure;
Fraud and Corruption Control Plan;
Gifts and Benefits Policy and Guideline;
Internal Audit Policy;
Investigation Policy;
Public Interest Disclosure Policy.

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 two (2) years or as required by Council.

8.4 HISTORICAL TOWN POLICY

Date Prepared: 10 June 2019

Author: Manager Development and Governance

Attachments: 1. Historical Township Policy [↓](#)
2. Historical Towns of Mareeba Shire [↓](#)

EXECUTIVE SUMMARY

Council identified in the 2018-2019 Operational Plan the need for a policy to address issues arising from historical townships, for example, old abandoned mining towns. The attached policy has proposed process for identifying and responding to historical townships within the Shire.

RECOMMENDATION

That Council adopts the Historical Township Policy attached.

BACKGROUND

Council identified the risk of populations developing in remoter historical townships, which may have reduced infrastructure or cause a potential for neighbourly disputes. In order to minimise the risk, Council identified the need for policy to address historical townships or generally cadastral anomalies.

Attached with this report is a map of historical towns from the 2003 Mareeba Shire Planning Scheme. This map will be used to identify historical townships to be assessed for the potential for future development. The policy identifies three possible ways Council will respond to identified historical townships.

RISK IMPLICATIONS**Financial, Infrastructure, and Assets**

Council may at some point in the future have increased infrastructure requirements, which would require additional infrastructure and continuous maintenance requirements currently not required.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

No.

Operating

Throughout the implementation, there will be DNRME fees, Surveying, and other additional expenditure. This expenditure will be factored into the yearly budget for Development & Governance.

Is the expenditure noted above included in the current budget?

No.

LINK TO CORPORATE PLAN

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

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

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

IMPLEMENTATION/COMMUNICATION

The implementation of this policy will take many years as each historical township is addressed individually. Each town will have a similar but different communication strategy that will involve communication with surrounding neighbours of the identified historical township.



Historical Town Policy

Policy Type	Governance Policy	Version:	1.0
Responsible Officer	Manager Development and Governance	Date Approved:	
Review Officer:	Manager Development and Governance	Review Due:	
Author:	Manager Development and Governance	Commencement:	

1. PURPOSE

To ensure that a community does not develop in a historical town that cannot be adequately and economically serviced with infrastructure. The historical townships are located in rural and remote areas of the shire and are generally cadastral anomalies.

2. SCOPE

Each town identified upon the attached map (Historical Towns of Mareeba Shire) will be assessed in accordance with the policy statement.

This policy shall not be limited to the above due to some historical cadastral townships bearing no gazetted name.

3. POLICY STATEMENT

Each historical town will be assessed to ascertain the number of dwellings and the probability of future development. There have been three scenarios identified:

- No existing dwellings, therefore, no future development would be foreseeable, typically a historical cadastral anomaly; or
- One existing dwelling, therefore, a low probability of future development would be foreseeable, typically a remaining homestead of a historical town; or
- Multiple dwellings, therefore, a low to medium possibility of future development would be foreseeable.

In response, there are three identified correction scenarios that may be applied singly or in combination:

- Surrender any freehold land to the state with the condition that the land is then amalgamated to the surrounding lot on plan reserve.
- Negotiate with surrounding land owners to have land amalgamated into existing freehold lot on plan.
- Where standard residential size lots are clustered in cadastral anomalies where the ownership is unallocated state land or other reserve types, negotiate with the state to have the lots amalgamated into surrounding lot on plan.

4. REPORTING

- No additional reporting is required

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5. DEFINITIONS

Cadastral anomaly means an extant unplanned cluster of land allotments

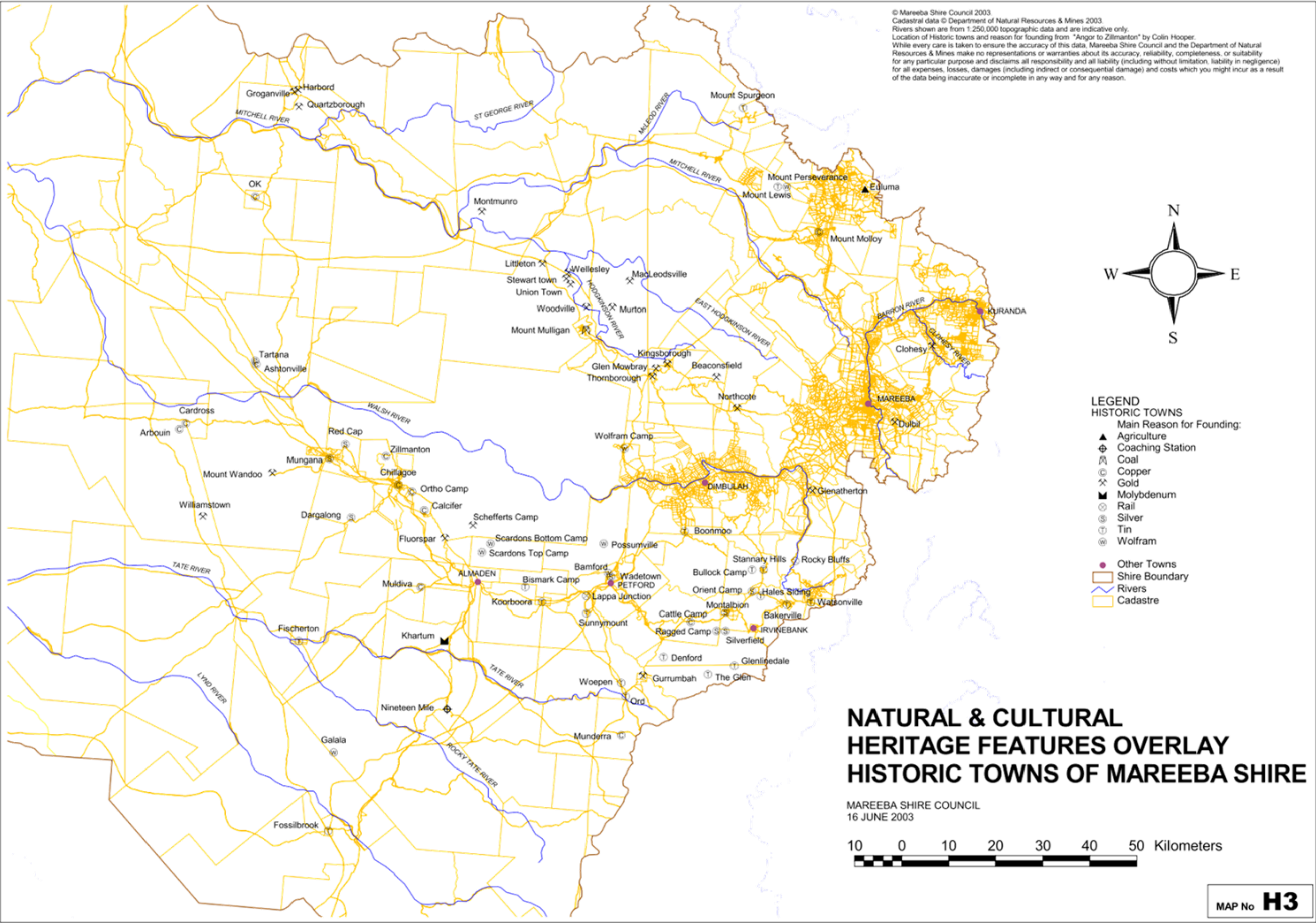
Historical old town means an extant unplanned township

6. RELATED DOCUMENTS AND REFERENCES

Mareeba Shire Council Planning Scheme 2018

7. REVIEW

It is the responsibility of the Manager Development & 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.



8.5 BODY WORN CAMERA POLICY REVIEW

Date Prepared: 7 June 2019

Author: Supervisor Health and Local Laws

Attachments: 1. Body Worn Camera Policy [↓](#)

EXECUTIVE SUMMARY

Mareeba Shire Council's Local Laws Officers currently use Body Worn Cameras during their day to day duties to record and capture information in accordance with the Body Worn Camera Policy.

Council is reviewing the Body Worn Camera Policy adopted and approved in February 2018, specifically the retention period for footage that is captured by the Officer.

Currently, uncategorised footage captured by the body worn cameras are held for a period of 30 days. Due to a review of the policy, it is proposed that the retention of uncategorised footage be extended to 180 days.

RECOMMENDATION

That Council approves the amended Body Worn Camera Policy, which increases the retention period for uncategorised footage from 30 days to 180 days.

BACKGROUND

Over the last six months, Council have had occasions where the Local Laws Officers have dealt with an incident (general day to day duties or carrying out regulated parking) which are captured on the Body Worn Camera. As per the Body Worn Camera Policy, if there is no escalation or threat during the conversation with the Local Laws Officer, the footage is not required to be categorised.

Therefore, that footage is then deleted in 30 days as per our retention category in the policy.

If a customer complaint is lodged with Council after the 30 days, about the officer or about the matter, as per the current Body Worn Camera Policy, that footage is no longer available and is permanently deleted off the system. If a review is undertaken, Council cannot access that footage if it is past the current 30 days, which can be difficult to justify the conversation, or the allegations made in the complaint.

A review of the Policy is proposed whereby the retention category would be extended to 180 days to capture any of these delayed customer complaints lodged with Council.

There would be no changes to the use of the footage, or the body worn cameras. But the footage would be available for a longer period of time and can be reviewed if required for these delayed complaints.

RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil.

Is the expenditure noted above included in the current budget?

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

Once approved, the retention period will be updated on the Body Worn Camera Policy.

Body Worn Camera Policy



Policy Type	Body Worn Camera Policy	Version:	2.0
Responsible Officer	Manager Development & Governance	Date Approved:	21 February 2018
Review Officer:	Manager Development & Governance	Review Due:	21 February 2022
Author:	Manager Development & Governance	Commencement:	21 February 2018

1. PURPOSE

The purpose of this policy is to outline principles relating to the implementation and operation of Body Worn Cameras (BWC) used by Mareeba Shire Council (Council) officers. It aims to ensure that any audio/video data collected through the use of these devices will only be used, or provided to any third party, in accordance with Council policies, procedures and legislative requirements.

2. POLICY STATEMENT

The purpose of Body Worn Cameras (BWC) is to protect staff and the public, discourage aggressive and abusive behaviour and provide evidence where required to investigate complaints.

The policy will set out the purpose of using BWC, what information will be recorded, who will have access to this information and how this information will be stored and disposed of.

3. PRINCIPLES

Authorised Officers who, as part of their normal duties, are responsible for engaging with individuals or entities for the purpose of compliance and enforcement activities, may utilise BWC. The use of these devices is intended to:

- Assist in the lawful collection of evidence for actual or suspected breaches of legislation, including Council local laws.
- Maintain and improve community safety.
- Mitigate identified risks to the health, safety and welfare of Council officers in the execution of their duties.
- Provide a record of the interaction between an officer and a potential complainant in situations that may result in an allegation of inappropriate behaviour or other complaint.
- Assist in the investigation of allegations of inappropriate conduct by officers.

The BWC will not be used as a tool to assist in the ad-hoc monitoring of officers.

4. SCOPE

This policy applies to all personnel employed or otherwise engaged by Council who may use BWC devices and/or the Digital Evidence Management Software (DEMS) and the subsequent management of any images obtained.

The policy is not intended to create or confer any entitlement on an employee. It does not form part of any employee's contract of employment. Any entitlement conferred under this policy or any associated procedure or guidelines, is conferred at the absolute discretion of Council.

Body Worn Camera Policy

Council may at its sole discretion, on a case by case basis, alter the manner in which this policy or any associated procedure is implemented to ensure it suits the particular circumstances of the case.

This policy does not apply to the administration and operation of fixed CCTV systems.

5. DEFINITIONS

Definitions are needed to explain the terminology used in the policy.

6. RESPONSIBILITIES

6.1 TRAINING

All operators will receive training in the use of BWC including:

- Practical use of equipment.
- Operational guidance, e.g. when to commence and cease recording.
- Legal implications of using such equipment.

6.2 EQUIPMENT SECURITY

BWC will be held at a secure location when not in use and will be issued to individual officers, who will be responsible for the correct operation and security of the device whilst in their possession.

The loss or theft of any BWC is to be immediately reported to the relevant responsible officer so that an investigation can be mounted to minimise damage, especially regarding the loss of any Personal Data.

6.3 USE PROTOCOLS

BWC will only be used when wearing Council uniform or clearly displaying Council identification, whilst on duty.

BWC will be used in an overt manner and worn on a prominent location on the officer's body, uniform, or clothing, and in a manner that maximises the camera's ability to capture video footage of the officer's activities.

Officers may record while conducting duties in so far as is practicable, officers should restrict recording to areas and persons necessary in order to obtain evidence and intelligence relevant to the duties or incident should attempt to minimise collateral intrusion to those not involved.

For the purposes of this policy, an 'incident' is defined as:

- An engagement with a member of the public which in the opinion of the officer is, or may become, confrontational.
- The officer being approached by a member of the public in a manner perceived as aggressive or threatening.
- The officer is witnessing behaviour that they believe constitutes an offence as prescribed by Council's Local Laws or other applicable legislation.
- Any instance in which the officer feels they may be required to further substantiate their actions or decisions, or manner of interaction with a member of the public in a subsequent investigation.

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Body Worn Camera Policy

Where practicable, officers will inform the individual (or group) that the BWC is switched on and recording. There may be occasions when to do so would escalate the incident or put the officer in danger if such a warning was given. However, in these cases, the officer may be required to justify such an action.

Recording should continue uninterrupted from the start of the recording until the conclusion of the incident. The officer should continue recording for a short period after any incident to clearly demonstrate that the incident has concluded. However, the nature of some incidents may make it necessary for the officer to consider the rationale for continuing to record throughout entire incidents.

If questioned, the officer must confirm to the enquirer that they are subject to recording and be prepared to answer questions as to the security of the data.

6.4 DATA MANAGEMENT

Any recordings must not be deleted from the BWC by the officer in the field, and must be retained as per the instructions in this policy.

Any recordings which have been made will be downloaded from the BWC for storage on Council's DEMS as soon as practicable, and subsequently deleted from the relevant BWC. All data will initially be classified as 'non-evidential' and stored for a period of 180 days, before being permanently deleted. In doing so Council will reduce the personal information it maintains greatly reducing the likelihood of misuse, loss and unauthorised access, modification or disclosure, as per Office of the Information Commissioner (OIC) guidelines.

If, at any time during the initial 180-day period, a recording is used as part of any internal or external investigation process or relates to the issuance of any form of compliance documentation, the relevant recording will be re-classified as per the Queensland State Archives Retention and Disposal Schedules and subsequently managed in accordance with Council's Record Management Policy.

BWC recordings will, upon request, be made accessible as soon as practicable to Queensland Police Service and other law enforcement agencies, if it is deemed 'reasonably necessary' for a law enforcement activity. In such circumstances, the relevant recording will be re-classified for longer-term retention as per above.

Any member of the public who has been identified as being recorded by BWC may request access to the footage, as per the Right to Information Act 2009 and Chapter 3 of the IP Act.

6.5 AUTHORISED OFFICERS

The following Council staff are authorised to administer the use and operation of BWC devices, and subsequently manage the records stored in Council's DEMS, including the delegation of applicable permissions to relevant operational personnel:

- Manager Development and Governance
- Manager Systems and Customer Service

7. RELATED DOCUMENTS AND REFERENCES

- *Information Privacy Act 2009 (QLD)*
- *Right to Information Act 2009 (QLD)*

Body Worn Camera Policy

- *Public Records Act 2002 (QLD)*
- *MSC Code of Conduct*
- *MSC Record Management Policy*
- *MSC Information Systems Access Policy*

8. REVIEW

It is the responsibility of the Manager Development & 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.

8.6 DELEGATIONS UPDATE MAY 2019

Date Prepared: 3 June 2019

Author: Manager Development and Governance

Attachments:

1. New Instrument of Delegation Plumbing and Drainage Act 2018 [↓](#)
2. New Instrument of Delegation Plumbing and Drainage Regulation 2019 [↓](#)
3. Amended Table of Delegable Powers May 2019 [↓](#)

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, 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 (extract) and Instruments of Delegations 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

Mineral Resources Act 1989 (Qld) ('MIRA')

The MIRA has been amended by the *Mineral, Water and Other Legislation Amendment Act 2018 (Qld)* which came into force on 19 April 2019.

The amendments have resulted in changes to chapter 3 and chapter 6 of the *Mineral Resources Act 1989 (Qld)* to change the way unresolved compensation matters for mining claims and mining leases are referred to the Land Court.

For the initial grant and renewal of a mining claim or mining lease, the amendments remove the Chief Executive's automatic referral to the Land Court if there is no compensation agreement after the statutory negotiation period. The applicant or landowner can refer the matter to the Land Court at any time for determination.

If there is no agreement or Land Court referral after the negotiation period ends, the Minister may refuse to grant or renew the mining claim or mining lease.

For the renewal of a mining claim or mining lease, the amendments will now require the renewal applicant to notify the landowner of the application and prescribes new guidance material that must be included with the notification. This new requirement for notification will provide a nine to fifteen-month period for the landowner and miner to negotiate a new compensation agreement. These amendments will be applied from the date of commencement, with current applications

Plumbing and Drainage Act 2018 (Qld) ('PLDA')

The PLDA repeals the *Plumbing and Drainage Act 2002 (Qld)*. The PLDA was given assent on 11 September 2018. At this time however only a small portion of the PLDA came into force, with the balance of the PLDA to come into force on 1 July 2019.

One of the significant changes of the PLDA is that many of Council's powers and responsibilities under the old *Plumbing and Drainage Act 2002 (Qld)* are now contained in the regulation to the PLDA, the *Plumbing and Drainage Regulation 2019 (Qld)*.

The significance of this is that the Regulation is much easier to amend, requiring only the publication by the Minister of the amendments in the gazette, rather than by an act of parliament.

This may result in an increase to how often the powers of Council are amended in the future and our office will continue to monitor this act closely.

Plumbing and Drainage Regulation 2019 (Qld) ('PLDR')

The PLDR will come into force on 1 July 2019.

The PLDR contains the majority of Council powers, as authorised person powers. The PLDR contains a significant number of important powers, including the power to issue action notices, to give information notices and to assess the suitability of persons to provide advice on applications assessed by Council under the PLDR and PLDA.

Waste Reduction and Recycling Act 2011 (Qld) ('WRRRA')

The WRRRA has been amended by the *Waste Reduction and Recycling (Waste Levy) Amendment Act 2019 (Qld)*. The WRRRA will be amended by the amending act on 1 June 2019, however those parts of the amending act which amend Council's powers will not come into force until 1 July 2019.

These amendments give a number of new powers to the CEO of Council to identify and declare exempt waste, as well as to Council in respect of the introduction of the Waste Levy.

The amendments to the WRRRA in respect to the Waste Levy will impact Council significantly, both in respect of the powers that they exercise in relation to that levy, and in managing the increased costs to users of waste facilities and avoiding any increase in costs to ratepayers.

Further, the power of an authorised person under 64(4)(b) of the WRAA to in certain circumstances destroy a recording has been added

Waste Reduction and Recycling Regulation 2011 (Qld) ('WRRR')

The WRRR has been amended by the *Waste Reduction and Recycling (Waste Levy) Amendment Regulation 2019* (Qld) which comes into force on 1 July 2019.

The amendment has resulted in changes to give effect to the introduction of the Waste Levy in Queensland.

Water Act 2000 (Qld) ('WATA')

The WATA has been amended by the *Mineral, Water and Other Legislation Amendment Act 2018* (Qld) which came into force on 19 April 2019.

The amendments to the WATA have been made to strengthen the climate change considerations in the water planning framework and to explicitly require the Minister to consider: the water-related effects of climate change on water availability when preparing a water plan; and the water-related effects of climate change on water use practices and the risk to land or water resources arising from the use of water on land when preparing a water use plan. These new considerations will better inform the development of a draft water plan or water use plan, helping to ensure water plan strategies are adaptive to the prevailing climate conditions. It is intended that including these considerations will provide additional transparency when considering climate change impacts through water planning and promote community awareness of the implications of climate change on water resources.

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

INSTRUMENT OF DELEGATION

Mareeba Shire Council ***Plumbing and Drainage Act 2018 ("PLDA")***

Under section 257 of the *Local Government Act 2009*, Mareeba Shire Council resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Plumbing and Drainage Act 2018 ("PLDA")**Part 3 – General Offences****Division 5 – Discharge and disposal offences**

Entity power given to	Section of PLDA	Description
Local Government	75(4)(e)(i)	In the specified circumstances, the power to approve a maximum temperature for a substance.
Local Government	77	Power to grant approval to a person to dispose of the contents of a greywater treatment plan into the sewerage system in an area for which the plant is located.

Division 6 – Offences relating to finishing notifiable work

Entity power given to	Section of PLDA	Description
Local Government	83(7)(c)	In the specified circumstances, the power to contact an occupier to arrange for the local government to inspect the work.

Part 4 – Legal proceedings**Division 1 – General**

Entity power given to	Section of PLDA	Description
Local Government	90(1)(d)	Power to commence a prosecution for an offense against this act, other than a crime.

Part 6 – Role of local governments**Division 3 – Plumbing and drainage inspectors**

Entity power given to	Section of PLDA	Description
Local Government	139(1)	Power to be satisfied an authorised person has the qualification and experience prescribed by regulation to be appointed as an inspector under this act and to appoint that authorised person as an inspector under this act.
Local Government	139(2)	Power to place conditions on the appointment of an inspector by placing those conditions in the instrument of appointment.
Local Government	142(a)	Power to advise the commissioner of each appointment of an inspector made by the local government.
Local Government	142(b)	Power to give the commissioner a list of the local government's inspectors as at 1 July in each year, within 20 business days after that day.

Division 4 – Enforcement by local governments

Entity power given to	Section of PLDA	Description
Local Government	143(1)	In the specified circumstances, the power to form a reasonable belief that the plumbing or drainage work does not comply with this Act and the power to give a notice to a person who carried out the plumbing or drainage work requiring the person to take stated action.
Local Government	143(2)	The power to form a reasonable belief in the nature set out in section 143(2)(a) to (c) and to give a notice to the owner of a premises requiring the owner to take stated action.
Local Government	143(3)	In the specified circumstances, the power to give the owner of a premises a notice requiring the owner to take stated action if the local government reasonably believes plumbing on the premises has polluted or could be polluting the water supply in a premise or a water service providers water service.
Local Government	144(2)	In the specified circumstances, the power to form a reasonable belief that an enforcement notice relating to plumbing and drainage is a danger to persons or a risk to public health, otherwise, the power to give a notice (a show cause notice) to a person before giving an enforcement notice.

Schedule 2

LIMITATIONS TO THE EXERCISE OF POWER

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

[2018 10 19 - PLDA - Delegation Instrument]

INSTRUMENT OF DELEGATION

Mareeba Shire Council *Plumbing and Drainage Regulation 2019 ("PLDR")*

Under section 257 of the *Local Government Act 2009*, Mareeba Shire Council resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Plumbing and Drainage Regulation 2019 ("PLDR")**Part 4 – Treatment plant approvals and related matters****Division 1 – Applications**

Entity power given to	Section of PLDR	Description
Person	16(1)(a)	Power to apply to the Chief Executive for a treatment plant approval for a greywater treatment plant of a particular type.
Person	16(1)(b)	Power to apply to the Chief Executive for a treatment plan approval for a secondary on site sewage treatment plant of a particular type.
Holder of a treatment plant approval	16(2)	Power to apply to the Chief Executive to amend an approval.

Division 2 – Duration and transfer of approvals

Entity power given to	Section of PLDR	Description
Holder of a treatment plan approval.	23(b)(i)(B)	In the specified circumstances, the power to agree to a longer period with the Chief Executive.
New Holder	24(2)	In the specified circumstances, the power to give the Chief Executive notice of the transfer in the approved form.

Division 3 – Inspecting approved treatment plans

Entity power given to	Section of PLDR	Description
Local Government	26(1)	In the specified circumstances, the power to give the Chief Executive the specified information.
Person	27(c)	In the specified circumstances, the power to consent to the person arranged by the Chief Executive to enter the premises to carry out an inspection.

Division 4 – Cancellation of approvals

Entity power given to	Section of PLDR	Description
Holder of a treatment plant approval	29(1)	Power to make written representations about a show cause notice to the Chief Executive in the show cause notice period.

Division 5 – Special provisions

Entity power given to	Section of PLDR	Description
Holder of an existing treatment plant approval	34(1)	In the specified circumstances, the power to apply to the Chief Executive to renew an approval under this section.

Part 5 –**Permits****Division 2 – Permits issued by a local government*****Subdivision 2 – Local government declarations about permit work***

Entity power given to	Section of PLDR	Description
Local Government	41(a)	In the specified circumstances, the power to publish a fast-track work declaration or a fast-track opt-out declaration on the local government's website.
Local Government	41(b)	Power to give a copy of a fast-track work declaration or fast-track opt-out declaration for a local government area to the Chief Executive and, if the local government is a participating local government for a distributor-retailer, the distributor retailer.
Local Government	41(c)	Power to make a fast-track work declaration or fast-track opt-out declaration for a local government area available to be inspected, free of charge, at the local government's public office.

Subdivision 4 – Processing applications

Entity power given to	Section of PLDR	Description
Local Government	44(1)(b)(iv)	In the specified circumstances, the power to set the local government application fee.
Local Government	45(1)(a)	Power to consider that an application is not a properly made application.
Local Government	45(1)(b)	Power to consider that the local government does not have the expertise to assess work the subject of an application.
Local Government	45(1)(c)	Power to consider that the local government requires further information to decide an application.
Local Government	45(2)	In the specified circumstances, the power to give a notice, to the applicant in the initial consideration period, ask the applicant to do a specified thing.
Local Government	45(4)	In the specified circumstances, the power to treat an application as having lapsed and to retain the local government application fee.
Local Government	46	In the specified circumstances, the power to consider each properly made application and decide to: <ol style="list-style-type: none"> 1. Refuse the application; or 2. approve the application with:

		(a) in the specified circumstances to approve the application with the conditions of approval; and (b) any other conditions that the Local Government considers reasonable and relevant for carrying out the work.
Local Government	47(1)	In the specified circumstances, the power to assess whether each plan for work accompanying an application complies with the code requirements for the work.
Local Government	47(2)	In the specified circumstances, the power to approve an application if the local government is satisfied with the specified things.
Local Government	47(5)	In the specified circumstances, the power to be satisfied that the specialist work referred to in this section would, if carried out in compliance with the permit applied for comply with the code requirements for the work and the power to approve the application to the extent it relates to the specialist work if so satisfied.
Local Government	48(a)	In the specified circumstances, the power to issue a permit, or an amended permit, in the approved form to the applicant.
Local Government	48(b)	In the specified circumstances, the power to give a copy of a permit or amended permit to the persons and entities listed in this section.
Local Government	49(3)(a)(ii)	In the specified circumstances, the power to agree to a longer required period with an applicant of a fast-track application.
Local Government	49(3)(b)(ii)	In the specified circumstances, the power to agree to a longer required period with an applicant of any other application.
Local Government	50(2)	Power to give an applicant an information notice about a decision.

Division 3 – Permits issued by public sector entities

Entity power given to	Section of PLDR	Description
Local Government	53(2)(e)(i)	In the specified circumstances, the power to provide written consent for an application relating to SEQ water work.
Local Government	53(2)(f)(i)	In the specified circumstances, the power to provide written consent for work relating to SEQ sewerage work.

Division 4 – Effects and duration of permits

Entity power given to	Section of PLDR	Description
Local Government	59(3)	In the specified circumstances, the power to give notice of the day a permit is to end to the permit holder and if the permit holder is not the owner of the premises to which the permit relates, the owner of the premises.

Part 6 – Inspecting, enforcing and certifying permit work and notifiable work**Division 2 – Inspecting work under permits*****Subdivision 1 – Inspecting work under permit issued by local government***

Entity power given to	Section of PLDR	Description
Local Government	64(2)(a)	Power to agree to a time for inspection with the responsible person.
Local Government	67(2)	In the specified circumstances, instead of inspecting work under section 64, the power to allow the responsible person to give the local government a covered work declaration for the work.

Subdivision 3 – Inspecting work under permit issued by public sector entity

Entity power given to	Section of PLDR	Description
Local Government	68(3)	In the specified circumstances, the power to inspect the work if the public sector entity has asked the local government to inspect the work under subsection 68(2).

Division 3 – Alternatives to local government inspections***Subdivision 1 – Declarations for onsite sewage work***

Entity power given to	Section of PLDR	Description
Local Government	69(2)	In the specified circumstances, the power to allow an appropriate person to give the local government a declaration in the approved form stating that the person has inspected the onsite sewage work and is satisfied the work is compliant.
Local Government	69(3)	In the specified circumstances, the power to consider a person has appropriate knowledge about the design and function of an onsite sewage facility to which the work relates and is otherwise competent to make a declaration

Subdivision 2 – Notices for particular work in remote areas

Entity power given to	Section of PLDR	Description
Local Government	71(2)	In the specified circumstances, the power to publish each declaration on the local government's website, to give the Chief Executive a copy of each declaration, to ensure that the declaration may be inspected free of charge at the local government's public office and to ensure each remote area declaration includes a map identifying the remote area.
Local Government	73(2)	In the specified circumstances, the power to be satisfied the person is a suitability qualified person for giving the notice and

		to decide to accept a remote area compliance notice, or otherwise refuse to accept the notice.
Local Government	73(3)	In the specified circumstances, the power to, within 5 business days after receiving a remote area compliance notice, give the responsible person a notice stating whether the local government has accepted or refused to accept the notice.

Division 4 – Assessment and compliance procedures

Subdivision 2 – Minor plan amendments

Entity power given to	Section of PLDR	Description
Local Government	75(1)(a)	Power to consider the work carried out under a permit is not correctly represented in an approved plan for the work because of a minor inconsistency between the plan and the work.
Local Government	75(1)(b)	Power to, other than for the work the subject of a decision under subsection 75(1)(a), consider the work carried out under the work permit is compliant.
Local Government	75(2)	In the specified circumstances, the power to amend an approved plan so that the plan correctly reflects the work carried out under a permit.

Subdivision 3 – Testing or commissioning plumbing or drainage

Entity power given to	Section of PLDR	Description
Local Government	76(3)(b)	In the specified circumstances, the power to consider a person is competent to carry out the testing or commissioning.
Local Government	77(4)(b)	In the specified circumstances, the power to decide a report may be given within a longer period.

Division 5 – Inspection and final inspection certificates

Subdivision 2 – Certificates given by a local government

Entity power given to	Section of PLDR	Description
Local Government	83(1)	In the specified circumstances, the power to give an inspection certificate for work to the responsible person for the work.
Local Government	84(1)	In the specified circumstances, the power to give a final inspection certificate for the work to the responsible person for the work.
Local Government	84(1)(c)	In the specified circumstances, the power to be satisfied the plumbing or drainage resulting from, or affected by, the work is operational and fit for use.
Local Government	86(1)	In the specified circumstances, the power to after giving a final inspection certificate for work under section 84, give a copy of the certificate to the permit holder, and if the permit holder is not the owner of the premises the owner of the premises, and if the

		work involves installing a water meter and the local government is not the water service provider for the premises the water service provider.
Local Government	86(3)	In the specified circumstances, the power to give a distributor retailer the specified information in subsection 86(2)(b).
Local Government	87(3)	In the specified circumstances, the power to give an information notice about the decision to refuse to give an inspection certificate or final inspection certificate.

Division 6 – Inspecting notifiable work not under permit

Entity power given to	Section of PLDR	Description
Local Government	94(2)(a)	In the specified circumstances, the power to agree to a time to inspect work with the responsible person.
Local Government	95(1)(b)	In the specified circumstances, the power to contact the occupier of the premises to arrange to inspect the work.

Division 7 – Requirements for action notices

Entity power given to	Section of PLDR	Description
Local Government	97(3)	In the specified circumstances, the power to include an information notice about the decision by the local government to give an action notice.
Local Government	98(2)(b)	In the specified circumstances, the power to decide a longer period before the end of a stated period.
Local Government	98(3)	In the specified circumstances, the power to consider the person has not complied with an action notice and to give a copy of the action notice to the owner of a premises within 5 business days after the end of the required period for compliance under subsection 98(2).

Part 7 – Installation, maintenance and related matters

Entity power given to	Section of PLDR	Description
Local Government	101	Power to establish a program for registering each testable backflow prevention device installed at premises in the local government area and for monitoring the maintenance and testing of each device.
Local Government	107(2)	In the specified circumstances, the power to: <ol style="list-style-type: none"> 1. Remove the obstruction or fix the damage; and 2. Fairly apportion the reasonable cost of removing the obstruction or fixing the damage between the owners; and 3. To recover as a debt from each owner, the owner's share of the cost.
Local Government	108(2)	In the specified circumstances, the power to issue a notice to the owner of an old building and the owner of a new building

		requiring the owners to take specified action in section 108(2)(a) and section 108(2)(b).
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Part 8 –

Registers

Division 2 – Registers kept by local governments

Entity power given to	Section of PLDR	Description
Local Government	112(1)	Power to keep a register containing the specified information.
Local Government	113(1)	Power to keep a register containing each notice given to the local government under section 102(2) or 103(3).
Local Government	114(1)	Power to keep a register containing a copy of each service report for a greywater use facility or onsite sewage facility given to a local government under section 106.
Local Government	115(1)	Power to keep a register containing a copy of each show cause notice and enforcement notice given by the local government.
Local Government	115(2)	Power to remove a notice mentioned in subsection 115(1) from the register if the premises to which the notice relates is demolished or removed.
Local Government	116(2)	In the specified circumstances, the power to decide the reasonable cost of producing a copy of an entry into a register, and to allow a person to inspect the register, free of charge, at the local governments public office or buy a copy of an entry in the register for not more than the reasonable cost of producing a copy.

Part 9 –

Miscellaneous provisions

Division 2 – Other matters

Entity power given to	Section of PLDR	Description
Local Government	124(2)(b)	In the specified circumstances, the power to determine what qualifications and experience is necessary to enable a person to assess plans for, or inspect, plumbing work competently.
Local Government	124(3)(b)	In the specified circumstances, the power to determine what qualifications and experience necessary to enable the person to assess plans for, or inspect, drainage work competently.
Local Government	124(4)(c)	In the specified circumstances, the power to determine what qualifications and experience necessary to enable a person to assess for, or inspect, onsite sewage facility competently.

SCHEDULE 6 – DOCUMENTS TO ACCOMPANY PERMIT APPLICATIONS**Part 3 – Additional documents required for particular applications**

Entity power given to	Section of PLDR	Description
Local Government	6(3)(c)	In the specified circumstances, the power to decide whether a person is competent to develop the performance solution.
Local Government	7(3)(c)	In the specified circumstances, the power to consider whether a person is competent to develop the alternative solution.

Part 4 – Requirements for plans

Entity power given to	Section of PLDR	Description
Local Government	8(2)(b)	In the specified circumstances, the power to determine if a plan provided for an application other than a fast track application or a fast track amendment application shows enough detail to allow the local government to assess the work to which the plan relates.
Local Government	8(3)(c)	In the specified circumstances, the power to determine if the relevant details provided for work relating to a greywater use facility of an onsite sewage facility provides enough information about the person's qualifications and experience to allow the local government to decide whether the person is a qualified person to design the facility.

SCHEDULE 10 – DICTIONARY

Entity power given to	Section of PLDR	Description
Local Government	Schedule 10 definition of "Suitably qualified trade person" (a)	In the specified circumstances, the power to determine whether a person has the experience and skills appropriate for preparing and giving a notice, statement or other document.
Local Government	Schedule 10 definition of "Suitably qualified trade person" (d)	Power to consider whether a person is competent to prepare and give the document.

Schedule 2

LIMITATIONS TO THE EXERCISE OF POWER

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

[2019 07 01 - PLDR - Delegation Instrument]

Delegable Powers under the Waste Reduction and Recycling Regulation 2011 ("WRRR")

Part 2A – Designation of areas by local governments for general or green waste collection

Entity power given to	Section of WRRR	Description	Date of Resolution of Delegation to CEO
Local Government	7(b)	Power to decide the frequency of general waste or green waste collection in the designated areas.	

Part 3 - Waste levy

Division 4 – Discounting waste levy for residue waste

<u>Holder of the approval</u>	<u>11J(1)(b)</u>	<u>In the circumstances, the power to give the chief executive a report that complies with subsection (2) within 2 months after each reporting period ends.</u>	
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Delegable Powers under the Waste Reduction and Recycling Act 2011 ("WRRRA")

CHAPTER 3 – OBLIGATIONS OF OPERATOR OF WASTE DISPOSAL SITE

Part 2 – Waste data returns

Entity power given to	Section of WRRRA	Description	Date of Resolution of Delegation to CEO
Operator of waste disposal site	52(2)	Power to give the Chief Executive a return in the approved form for the period prescribed under a regulation.	

CHAPTER 3 – WASTE LEVY

Part 2 – Identifying exempt waste

Division 1A – Serious local event waste

Chief Executive Officer	27A(1)	Power to form a reasonable belief: (a) there is or will be a serious local event in the local government's local government area; and (b) an exemption from the levy on types of waste generated as a result of the serious local event and delivered to particular waste disposal sites should be allowed.	The power is given directly to the CEO under the legislation and, therefore, does not need to be delegated by Council.
Chief Executive Officer	27A(2)(a) to (c)	In the specified circumstances, the power to give to the Chief Executive a notice, as soon as practicable of the specified matters.	The power is given directly to the CEO under the legislation and, therefore, does not need to be delegated by Council.

Division 2A – Approval of waste as exempt waste

Applicant	28(1)	Power to apply to the Chief Executive for approval of waste, identified in the application (an <i>exempt waste application</i>), as exempt waste.	
Chief Executive Officer	28(3A)	Power to make an application about serious local event waste generated in the local government area.	The power is given directly to the CEO under the legislation and, therefore, does not need to be delegated by Council.

<u>Applicant</u>	<u>29(1)</u>	<u>In the specified circumstances, the power to provide the Chief Executive with the further reasonable information or documents sought.</u>	
<u>Applicant</u>	<u>29(2)</u>	<u>In the specified circumstances, the power to agree with the Chief Executive about extending the time for providing the further information or documents.</u>	
<u>Applicant</u>	<u>31(3)</u>	<u>In the specified circumstances, the power to ask for or agree to conditions being imposed on the approval.</u>	
<u>Holder of the Approval</u>	<u>33(1)</u>	<u>In the specified circumstances, the power to agree to amendment of the approval.</u>	
<u>Holder of the Approval</u>	<u>34(3)(e)</u>	<u>In the specified circumstances, the power to make written submissions to show why the action proposed by the Chief Executive should not be taken.</u>	

Part 3 – Operation of waste levy

<u>Person who mixed the waste</u>	<u>40(2)</u>	<u>In the specified circumstances, the power to agree to a method of working out the waste that is taken to have been generated outside the non-levy zone and the total amount of that waste.</u>	
<u>Operator of the site</u>	<u>42(2)</u>	<u>In the specified circumstances, the power to make a reasonable estimate of the amount of each type of waste included in the mixed waste using the information given to the operator under section 53.</u>	

Part 4 – Discounting waste levy for residue waste

<u>Person who conducts a recycling activity prescribed by regulation</u>	<u>44(1)</u>	<u>Power to apply to the Chief Executive for approval of a discounted rate for the waste levy for residue waste identified in the application (a <i>residue waste discounting application</i>).</u>	
<u>Applicant</u>	<u>45(2)</u>	<u>In the specified circumstances, the power to agree with the Chief Executive about extending the time for providing the further information or documents.</u>	
<u>Applicant</u>	<u>47(3)</u>	<u>In the specified circumstances, the power to agree to or ask for a condition to be imposed on the approval.</u>	
<u>Holder of the approval</u>	<u>49(1)</u>	<u>In the specified circumstances, the power In the specified circumstances, the power to agree with the Chief Executive to the amendment of the approval.</u>	

<u>Holder of the approval</u>	<u>50(3)(e)</u>	<u>Power to make written submissions to show why the proposed action should not be taken.</u>	
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Part 5 – Obligations relating to waste levy

Division 1 – Obligations of persons delivering waste

<u>Operator of a waste disposal site</u>	<u>53(2)</u>	<u>In the specified circumstances, the power to form a belief regarding what is reasonably required from the person who delivers waste to a waste disposal site to identify:</u> <u>(a) how much of the waste is exempt waste and how much of it is leviable waste; and</u> <u>(b) for each type of waste required to be measured by the operator under section 59 – how much waste there is; and</u> <u>(c) whether the waste was generated in the waste levy zone, the non-levy zone or outside Queensland.</u>	
<u>Operator of the waste disposal site</u>	<u>53(5)</u>	<u>In the specified circumstances, the power to ask a person for information in the approved form.</u>	
<u>Operator of the resource recovery and transfer facility or Entity</u>	<u>54(2)</u>	<u>In the specified circumstances, the power is to form a view about what is reasonably required to identify:</u> <u>(a) how much of the waste is exempt waste and how much of it is leviable waste; and</u> <u>(b) whether the waste was generated in the waste levy zone or outside Queensland.</u>	
<u>Entity or Operator</u>	<u>54(4)</u>	<u>Power to require a person to give the delivery information to the operator or entity in the approved form.</u>	

Division 2 – Obligations of operators of waste disposal sites

Subdivision 3 – Measurement of waste

<u>Operator</u>	<u>60(3)</u>	<u>In the specified circumstances, the power to agree with the Chief Executive how to measure and record a particular amount of waste or other material</u>	
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Subdivision 4 – Monitoring system

<u>Operator</u>	<u>64(3)(f)(i)</u>	<u>In the specified circumstances, the power to approve a person to erase or destroy a recording.</u>	
<u>Operator</u>	<u>64(4)(b)</u>	<u>In the specified circumstances, the power to destroy a recording.</u>	

<u>Operator</u>	<u>64(5)(a)(ii)</u> <u>)</u>	<u>Power to approve a person to operate a monitoring system.</u>	
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Division 3 – Payment options

Subdivision 1 – Waste levy instalment agreements

<u>Operator of a leviable waste disposal site</u>	<u>72C(1)</u>	<u>Power to apply to the Chief Executive to enter into a waste levy instalment agreement for a waste levy amount the operator must pay the State.</u>	
<u>Operator of a leviable waste disposal site</u>	<u>72D(1)</u>	<u>Power to apply to the Chief Executive for an amendment of the waste levy instalment agreement in the prescribed manner.</u>	

Subdivision 2 – Extension of time

<u>Operator of a leviable waste disposal site</u>	<u>72G(1)</u>	<u>In the specified circumstances, the power to apply to the Chief Executive for an extension of time to pay the waste levy amount.</u>	
<u>Operator of a leviable waste disposal site</u>	<u>72H(1)</u>	<u>In the specified circumstances, the power to apply to the Chief Executive for an extension of time to submit a waste data return and pay a waste levy amount.</u>	

Subdivision 4 – Bad debt credit

<u>Operator or Former Operator of a waste disposal site</u>	<u>72L(1)</u>	<u>In the specified circumstances, the power to apply to the Chief Executive for relief.</u>	
<u>Applicant</u>	<u>72M(2)</u>	<u>In the specified circumstances, the power to agree with the Chief Executive about extending the time for providing the further information or documents requested by the Chief Executive.</u>	

Part 6 – Resource recovery area
Division 1 – Declaration of resource recovery area

<u>Operator of a waste disposal site</u>	<u>72R</u>	<u>In the specified circumstances, the power to declare an area within the site a resource recovery area.</u>	
<u>Operator of a waste disposal site</u>	<u>72S(1)</u>	<u>In the specified circumstances, the power to give the Chief Executive notice of a proposed resource recovery area at least 20 days before using the area as a resource recovery area.</u>	
<u>Operator of a waste disposal site for which a resource recovery area has been declared</u>	<u>72U(1)</u>	<u>In the specified circumstances, the power to amend the area's declaration as resource recovery area by giving the Chief Executive notice of the proposed amendment at least 20 days before the amendment is to take effect.</u>	
<u>Operator of a waste disposal site for which a resource recovery area has been declared</u>	<u>72V(1)</u>	<u>In the specified circumstances, the power to cancel the area's declaration as a resource recovery area by giving the Chief Executive notice of the proposed cancellation at least 30 days before the cancellation is to take effect.</u>	
<u>Operator of a waste disposal site</u>	<u>72W(2)(e)</u>	<u>In the specified circumstances, the power to make written submissions to show why the proposed action should not be taken.</u>	

CHAPTER 5 – OFFENCES RELATING TO LITTERING AND ILLEGAL DUMPING

Part 2 – Material that may become waste

Division 1 – Roads

<u>Powers delegated to Council in</u>	<u>110(1)¹</u>	<u>Power to hold a belief on reasonable grounds that documents have been distributed by being placed in or on motor vehicles, or attached to buildings or other fixed structures in contravention of s109.</u>	<u>This power does not need to be delegated as it is given directly to the</u>
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¹ The power can only be exercised as it relates to Chapter 5, Part 2 of the Act.

first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government - Waste Management) Delegation (No. 1) 2015			<u>CEO under the Act by Council.</u>
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government - Waste Management) Delegation (No. 1) 2015	110(2) ²	Subject to s110(1), power to give a notice to a person who is an adult if on the reasonable belief that the person: (a) authorised or arranged for the distribution of the documents; or (b) authorised or arranged for the printing of the documents; or (c) placed or attached any of the documents.	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>

² The power can only be exercised as it relates to Chapter 5, Part 2 of the Act.

Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government - Waste Management) Delegation (No. 1) 2015	111(1) ³	Power to hold a belief on reasonable grounds that advertising material has been distributed in an area by being delivered to premises in contravention of the unlawful delivery provision or the secure delivery provision.	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government - Waste Management) Delegation (No. 1) 2015	111(2) ⁴	Subject to s111(1), power to give a notice to a person who is an adult if on the reasonable belief that the person: (a) authorised or arranged for the distribution of the documents; or (b) authorised or arranged for the printing of the documents; or (c) placed or attached any of the documents.	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>

³ The power can only be exercised as it relates to Chapter 5, Part 2 of the Act.

⁴ The power can only be exercised as it relates to Chapter 5, Part 2 of the Act.

Delegation (No. 1) 2015			
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government - Waste Managemen t) Delegation (No. 1) 2015	112(3) ⁵	In the circumstances and subject to s112(4), power to direct a responsible entity to collect material from premises within a period of time.	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>

CHAPTER 9 – REVIEWS

Part 1 – Internal Reviews

Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and	175 ⁶	Subject to conditions, power to consider an application for an internal review of a decision.	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>
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⁵ The power can only be exercised as it relates to Chapter 5, Part 2 of the Act.

⁶ The power can only be exercised as it relates to sections 248(2) and 253(3) of the Act.

Recycling (Authorised Persons) Delegation (No. 1) 2015			
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Authorised Persons) Delegation (No. 1) 2015	176(2) ⁷	Power to extend the time for making an internal review application.	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>
Applicant of an internal review application	177(2)	Power to apply for a stay of an original decision.	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling	178(1)(a) ⁸	Power to conduct an internal review of the decision the subject of the application.	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>

⁷ The power can only be exercised as it relates to sections 248(2) and 253(3) of the Act.

⁸ The power can only be exercised as it relates to sections 248(2) and 253(3) of the Act.

(Authorised Persons) Delegation (No. 1) 2015			
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Authorised Persons) Delegation (No. 1) 2015	178(1)(b) ⁹	Power to make a decision to: (i) confirm the original decision; or (ii) amend the original decision; or (iii) substitute another decision for the original decision.	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>

CHAPTER 10 – AUTHORISED PERSONS

Part 2 – General matters about authorised persons

Division 2 – Appointment

Powers delegated to Council in first instance by Chief Executive pursuant to Waste	183(1) ¹⁰	Power to appoint an authorised person.	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>
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⁹ The power can only be exercised as it relates to sections 248(2) and 253(3) of the Act.

¹⁰ The authorised person can be appointed to exercise the powers in section 117 and Chapter 10 of the WRRRA in relation to the following offences:

- (a) Chapter 5: Parts 1, 2 and Part 3, Division 1 and 2 of the Act;
- (b) Section 251(a) in relation to a contravention of section 107(1), 108, 109(1) or (2);
- (c) Section 251(b) in relation to a contravention of section 103 or 104;
- (d) Section 254, and section 264 of the Act.

Reduction and Recycling (Authorised Persons) Delegation (No. 1) 2015			
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Authorised Persons) Delegation (No. 1) 2015	187 ¹¹	To issue an identify card to an authorised person.	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>

CHAPTER 11 – SHOW CAUSE NOTICES AND COMPLIANCE NOTICES

Part 2 – Show cause notices

Powers delegated to Council in first instance by Chief Executive	246(1) ¹²	Power to reasonably believe a person has contravened a prescribed provision.	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>
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¹¹ The authorised person can be appointed to exercise the powers in section 117 and Chapter 10 of the WRRRA in relation to the following offences:

- (a) Chapter 5: Parts 1, 2 and Part 3, Division 1 and 2 of the Act;
- (b) Section 251(a) in relation to a contravention of section 107(1), 108, 109(1) or (2);
- (c) Section 251(b) in relation to a contravention of section 103 or 104;
- (d) Section 254, and section 264 of the Act.

¹² The power can only be exercised as it relates to sections 103(1), 104(1), 107(1), 108, 109(1) or (2), and 112(2) of WRRRA.

pursuant to Waste Reduction and Recycling (Local Government - Waste Management) Delegation (No. 1) 2015			
Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government - Waste Management) Delegation (No. 1) 2015	246(2) ¹³	Power to give a person a show cause notice, subject to subsection (3).	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>
Powers delegated to Council in first instance by Chief	246(3) ¹⁴	Power to reasonably consider that it is not appropriate in the circumstances to give the show cause notice.	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>

¹³ The power can only be exercised as it relates to sections 103(1), 104(1), 107(1), 108, 109(1) or (2), and 112(2) of WRRRA.

¹⁴ The power can only be exercised as it relates to sections 103(1), 104(1), 107(1), 108, 109(1) or (2), and 112(2) of WRRRA.

Executive pursuant to Waste Reduction and Recycling (Local Government - Waste Management) Delegation (No. 1) 2015			
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Part 3 – Compliance notices

Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government - Waste Management) Delegation (No. 1) 2015	248(1) ¹⁵	Subject to s246 (2) and subject to holding a reasonable belief that a person has contravened, or is contravening, a prescribed provision, power to give a compliance notice to a person requiring the person to do either or both of the following – (a) to refrain from contravening the prescribed provision; (b) to remedy the contravention in the way stated in the notice.	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>
Powers delegated to	249(2) ¹⁶	Power to give a compliance notice if the Chief Executive:	<u>This power does not need to be delegated as</u>

¹⁵ The power can only be exercised as it relates to sections 103(1), 104(1), 107(1), 108, 109(1) or (2), and 112(2) of WRRRA.

¹⁶ The power can only be exercised as it relates to sections 103(1), 104(1), 107(1), 108, 109(1) or (2), and 112(2) of WRRRA.

Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government - Waste Management) Delegation (No. 1) 2015		(a) has considered all submissions made by the person about the show cause notice within the period state in that notice; and (b) still believes it is appropriate to give a compliance notice.	<u>it is given directly to the CEO under the Act.</u>
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CHAPTER 12 – WASTE AUDITS

Part 2 – Chief executive may require conduct of waste audits

Powers delegated to Council in first instance by Chief Executive pursuant to Waste Reduction and Recycling (Local Government - Waste Management)	253(1) ¹⁷	Subject to holding a reasonable suspicion that a person is contravening or has contravened a prescribed provision, power to give a notice requiring a person to commission a waste audit of the matter and to provide a waste report on the audit.	<u>This power does not need to be delegated as it is given directly to the CEO under the Act.</u>
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¹⁷ The power can only be exercised as it relates to section 104 of WRRRA.

Delegation (No. 1) 2015			
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CHAPTER 16 – OTHER TRANSITIONAL PROVISIONS

Part 3 – Transitional provisions for Waste Reduction and Recycling (Waste Levy)

Amendment Act 2019

Division 1 – Exemption from waste levy for particular residue waste during transition period

<u>Entity that conducted a recycling activity during the qualifying period</u>	<u>310(1)</u>	<u>In the specified circumstances, the power to apply to the Chief Executive for an approval that residue waste identified in the application (a <i>transition period exempt residue waste application</i>) is exempt waste for the transition period.</u>	
<u>Applicant for approval that residue waste is exempt waste</u>	<u>313(3)</u>	<u>In the specified circumstances, the power to agree to or ask for a condition.</u>	
<u>Holder of an approval</u>	<u>315(3)(e)</u>	<u>In the specified circumstances, the power within a stated period to make written submissions to show why the proposed action should not be taken.</u>	

Division 2 – Exemption from weighbridge requirements for particular sites under 20 June 2029

<u>Operator of a leviable waste disposal site</u>	<u>317(2)</u>	<u>In the specified circumstances, the power to apply to the Chief Executive for an exemption during the transition period from the requirements under section 57.</u>	
<u>Applicant</u>	<u>320(3)</u>	<u>In the specified circumstances, the power to ask for or agree to a condition with the Chief Executive.</u>	

Division 3 – Other matters

<u>Operator of a waste disposal site</u>	<u>322(a)</u>	<u>In the specified circumstances, the power to give the Chief Executive notice that it is not practicable to use the weighbridge to measure and record waste or other material delivered to the site.</u>	
<u>Operator of a small site</u>	<u>325(a)</u>	<u>In the specified circumstances, the power to give the Chief Executive written notice of a proposed alternative methodology for measuring and recording waste at the site.</u>	

Delegable Powers under the Mineral Resources Act 1989 ("MIRA")

CHAPTER 2 – PROSPECTING PERMITS

Part 2 – Other Provisions About Prospecting Permits

Entity power given to	Section of MIRA	Description	Date of Resolution of Delegation to CEO
Owner of Land or Agent	46(1)(b)	In the specified circumstances, the power to ask that a person purporting to enter or be upon land under the authority of a prospecting permit, produce the prospecting permit.	

CHAPTER 4 – EXPLORATION PERMITS

Part 4 – Other Provisions About Exploration Permit

Owner of Land or Agent	167(1)(b)	In the specified circumstances, the power to ask that a person purporting to enter or be on land under the authority of an exploration permit to produce the exploration permit or a copy of the exploration permit.	
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CHAPTER 5 – MINERAL DEVELOPMENT LICENCES

Part 1 – Mineral Development Licences Generally

Owner of Land or Agent	216(1)(b)	In the specified circumstances, the power to ask that a person purporting to enter or be on land under the authority of a mineral development licence to produce the mineral development licence or a copy of the mineral development licence.	
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CHAPTER 12A – PROVISIONS ABOUT WATER FOR MINERAL DEVELOPMENT LICENCES AND MINING LEASES

Part 4 – Water monitoring bores

Division 1 – Transfer of water monitoring bores

<u>Owner of a Water</u>	<u>334ZZO(1)</u>	<u>Power to transfer the bore to a landowner in the specified circumstances.</u>	
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<u>Monitoring Bore</u>			
<u>Land Owner</u>	<u>334ZZO(2)(b)</u>	<u>Power to consent to the transfer.</u>	
<u>Owner of a Water Monitoring Bore</u>	<u>334ZZP(1)</u>	<u>In the specified circumstances, the power to transfer the bore to the State.</u>	
<u>Owner of a Water Monitoring Bore</u>	<u>334ZZQ(1)</u>	<u>In the specified circumstances, the power to transfer the bore to a holder of a mineral development licence, mining lease or water monitoring authority.</u>	

CHAPTER 13 – ADMINISTRATION AND JUDICIAL FUNCTIONS

Part 2 – Conferences with Eligible Claimants or Owners and Occupiers

Division 1 – Preliminary

<u>Eligible Claimant</u>	<u>335F(1)</u>	<u>Power to give an <u>conference</u> election notice asking for a conference.</u>	
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Division 2 – Calling conference and attendance

<u>Party who attended the conference</u>	<u>335I(3)</u>	<u>Power to apply to the Land Court for an order requiring a party who did not attend the conference to pay the attending party's reasonable costs of attending.</u>	
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SCHEDULE 1 – CONDITIONS OF CARRYING OUT ACTIVITY FOR BOUNDARY DEFINITION PURPOSES

<u>Owner of Reserve</u>	<u>4(1)(b)</u>	<u>Power to impose reasonable and relevant conditions on entry by a person under section 386V to the surface of a reserve.</u>	
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Delegable Powers under the Water Act 2000 ("WATA")

CHAPTER 2 – MANAGEMENT AND ALLOCATION OF WATER

Part 2 – Water Planning

Division 6 – Water entitlement notice

Entity power given to	Section of WATA	Description	Date of Resolution of Delegation to CEO
<u>Entity Affected Person</u>	72(2)(c)	Power to make submissions about draft <u>water entitlement</u> notice.	

Part 3 –

How State authorises take or interference with Water

Division 2 – Water licences

Subdivision 4 – Dealings with water licences

Licensee	121(1)	<u>In the specified circumstances, the P</u> power to apply for one or more dealings with a water licence.	
<u>Owner of Land</u>	<u>126(2)</u>	<u>Power to apply to relocate the water licence or part of the water licence.</u>	

Division 5A – Minister of chief executive may give direction to take action about water quality issue

Relevant Entity	203B(<u>(1)(a) and (b)</u>)	In certain circumstances, the power to take stated reasonable action or not to take the stated action within or for a stated reasonable period.	
<u>Relevant Entity</u>	<u>203D</u>	<u>Power to decide there is a reasonable excuse not to comply with a direction.</u>	
<u>Relevant Entity</u>	<u>203G(3)</u>	<u>Power to be consulted by the official in preparing the report.</u>	

CHAPTER 3 – UNDERGROUND WATER MANAGEMENT

Part 5 – Make Good Obligations for Water Bores

Division 4 – Disputes about make good obligations

Subdivision 1 – Preliminary

<u>Party</u>	<u>426(2)(a)</u>	<u>Power to ask the Chief Executive to direct an authorised officer to call a conference to negotiate a resolution of the dispute.</u>	
<u>Party</u>	<u>426(2)(b)</u>	<u>Power to call for the other party to agree to a non-binding alternative dispute resolution process (an ADR) to seek to negotiate a resolution of the dispute.</u>	

<u>Party given an ADR Election Notice</u>	<u>426(6)</u>	<u>Power to accept or refuse the type of ADR and the ADR facilitator, proposed in the notice.</u>	
<u>Party giving the notice</u>	<u>426(7)</u>	<u>Power to make another proposal, or obtain a decision from the Land Court or a prescribed ADR institute, about the matter not accepted.</u>	
<u>Party</u>	<u>427(2)</u>	<u>Power to use all reasonable endeavours to resolve the dispute within 30 business days after the notice is given (also the usual period).</u>	
<u>Either Party</u>	<u>427(3)</u>	<u>Power within the usual period, to ask the other party to agree to a longer period to apply instead of the usual period.</u>	

Subdivision 3A – Arbitration

<u>Either Party</u>	<u>433A(2)</u>	<u>Power to give a notice (an arbitration election notice) to the other party requesting the other party participate in an arbitration to decide the dispute.</u>	
<u>Party given an Arbitration Election Notice</u>	<u>433A(4)</u>	<u>Power within 15 business days after the notice is given, to accept or refuse the request for arbitration.</u>	
<u>Party</u>	<u>433A(5)</u>	<u>Power within 10 business days after the acceptance, to jointly appoint the arbitrator proposed under subsection (3)(b), or another arbitrator, to conduct the arbitration.</u>	
<u>Party</u>	<u>433E(2)</u>	<u>In the specified circumstances, the power to agree with the other party in relation to liability for arbitration fees and expenses.</u>	

Subdivision 4 – Land Court decision on dispute

<u>Eligible Party</u>	<u>434(34)</u>	<u>Power to apply to the Land Court to decide the matter the subject of the election notice.</u>	
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8.7 PLUMBING AND DRAINAGE REGULATION 2019 - FAST-TRACK OPT-OUT DECLARATION

Date Prepared: 13 June 2019

Author: Manager Development and Governance

Attachments: Nil

EXECUTIVE SUMMARY

In accordance with the new Plumbing and Drainage Regulation 2019 Council is required by resolution opt-in or opt-out of providing fast-track work permits on works related to dwelling and sheds. The proposed resolution is to opt out of fast-track work permits.

RECOMMENDATION

That per section 40 of the *Plumbing and Drainage Regulation 2019* Council declares it will not deal with any applications relating to permits for work to be carried out in its local government area as fast-track applications

BACKGROUND

On 1 July 2019 the *Plumbing and Drainage Act 2018* and *Plumbing and Drainage Regulation 2019* will commence. Section 40 of the regulation requires Council to either opt in or out of providing fast-track work permits on works related dwelling and sheds.

Opting into provide fast-track work permits will result in a maximum 2 day assessment period. For example, a certified plumber informs Council that they wish to start work in 2 days Council must provide the approval within said period. If Council are unable to meet this deadline, the application is deemed approved.

Opting out of providing fast-track work permits will result in a maximum 10 day assessment period with the same deemed approval rights. Council's current average approval capacity is 2 to 5 days. Therefore, it is recommended that Council opt out of providing fast-track work permits due to Council current resource levels.

RISK IMPLICATIONS**Legal and Compliance**

If Council are unable to meet fast track 2 day deadline, then works are deemed approved and maybe non-compliant.

FINANCIAL AND RESOURCE IMPLICATIONS**Capital**

No.

Operating

No.

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

Per Section 41, *Plumbing and Drainage Regulation 2019* council must:

- a) publish the declaration on its website; and
- b) give a copy of the declaration to—
 - i. the chief executive; and
 - ii. if the local government is a participating local government for a distributor-retailer—the distributor-retailer; and
- c) ensure a copy of the declaration may be inspected, free of charge, at the local government's public office.

8.8 FINANCIAL STATEMENTS PERIOD ENDING 31 MAY 2019**Date Prepared:** 3 June 2019**Author:** Manager Finance**Attachments:** 1. Budgeted Income Statement By Fund 2018/19 Budget [↓](#)**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 May 2019.

RECOMMENDATION

That Council:

1. Note the financial report for the period ending 31 May 2019; and
2. Authorise the write off for outstanding rates and charges on the following two properties, Lot 1 PER 4789 and Lot 1 MLG 4285.

BACKGROUND

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

For the period ending 31 May 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.

It should be noted that the year end adjustments will affect these results and will be reflected in the end of year financial statements.

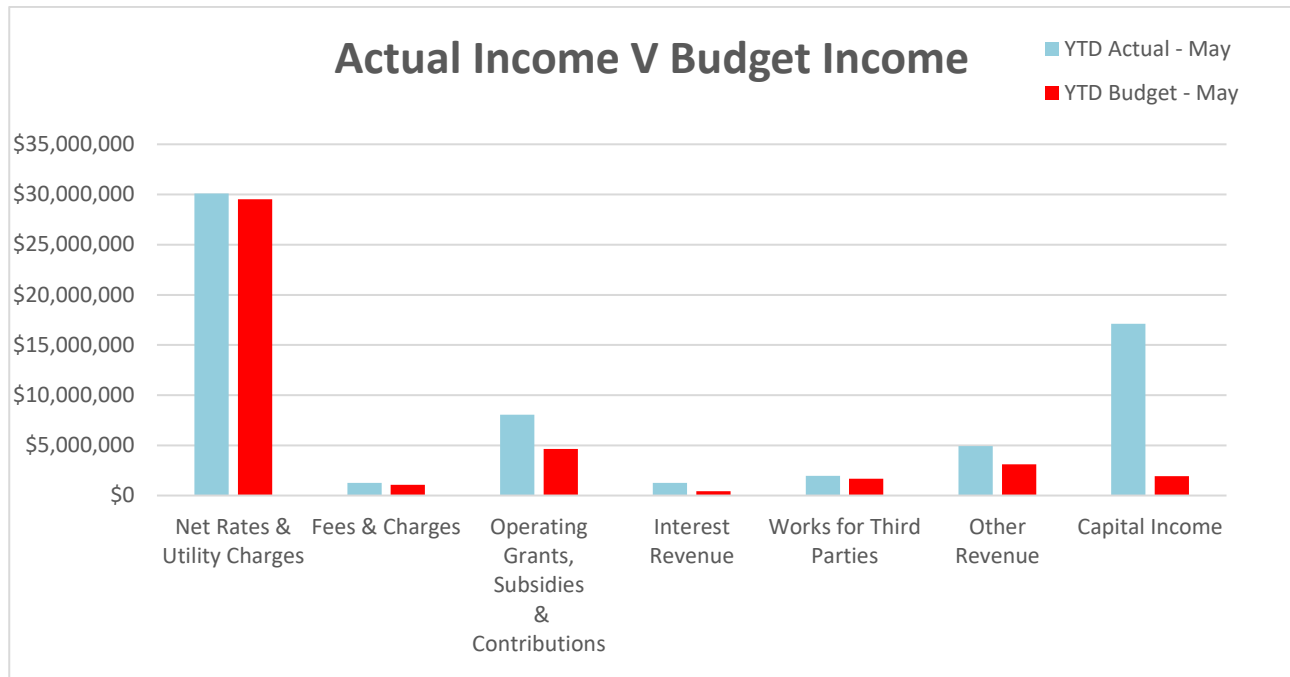
Snapshot

Total Operating Income	\$	47,610,107
Total Operating Expenditure	\$	39,896,014
Operating Surplus/(Deficit)	\$	7,714,093
Total Capital Income (grants, developer contributions)	\$	17,112,942
Net Result - Surplus/(Deficit)	\$	24,827,035

Income Analysis

Total income (including capital income of \$17,112,942) for the period ending 31 May 2019 is \$64,723,049 compared to the YTD budget of \$42,383,176.

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



	Actual YTD	Budget YTD	Note
Net Rates & Utility Charges	30,093,139	29,513,555	
Fees & Charges	1,271,846	1,071,072	1
Operating Grants, Subsidies & Contributions	8,064,945	4,651,449	2
Interest Received	1,274,966	426,708	
Works for Third Parties	1,961,991	1,661,917	3
Other Revenue	4,943,220	3,114,475	4
Capital Income	17,112,942	1,944,000	5

Notes:

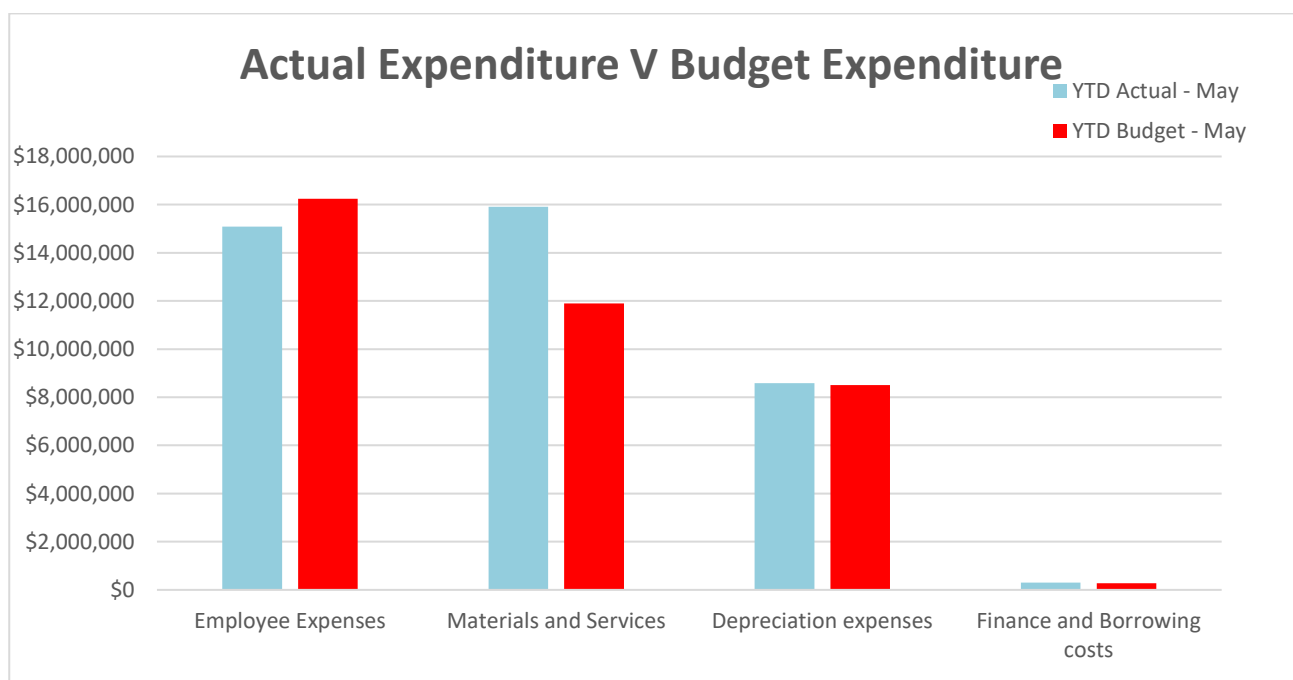
1. Planning and building applications are behind the anticipated budget by \$100k. Also contributing to the variance are the environmental health food licences for 2019/20 that were sent out for a total value of \$72k. This revenue belongs to the next financial year and will be adjusted accordingly prior to the end of this financial year. Cemetery Services is above budget by \$117k, the additional revenue is offset by associated expenses.

2. This favourable variance relates to the 2018 NDRRA restoration works of which \$3.2M has been received to date as a partial pre-payment. There is no budget allocated to revenue and expenditure apart from the trigger amount (\$115k). The trigger amount is the amount Council must contribute to be eligible for funding.
3. A portion of the favourable variance relates to additional 3rd party works that were not originally budgeted for. Also contributing to the variance, is 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. Other Revenues is showing a favourable result due to the balance of payments for sale of land at the Mareeba and Chillagoe Industrial Estates and the 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 \$16.3M in capital grants (W4Q2, R2R, TIDS, Mareeba Airport) for the reporting period, plus \$763k in developer contributions which are not reflected in the budget.

Expenditure Analysis

Total expenses for the period ending 31 May 2019 is \$39,896,014 compared to the YTD budget of \$36,918,825.

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



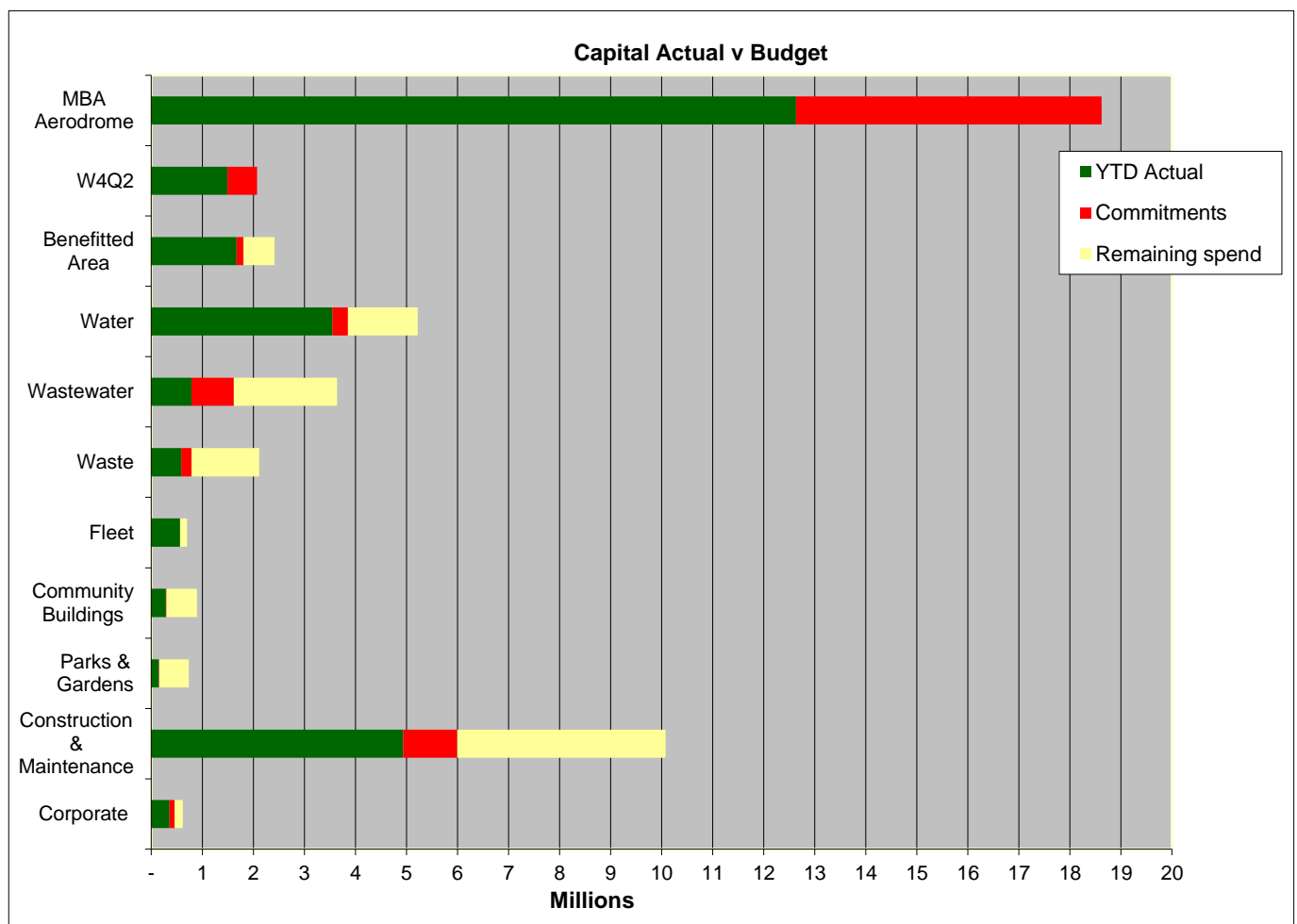
	Actual YTD	Budget YTD	Note
Employee expenses	15,086,994	16,244,371	1
Materials & Services	15,912,741	11,889,674	2
Depreciation expenses	8,590,782	8,505,137	
Finance & Borrowing costs	305,497	279,643	

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 projects.
2. The majority of this 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. The NDRRA and RMPC works will have minimal net effect on the budget.

Capital Expenditure

Total capital expenditure of \$36,237,429 (including commitments) has been spent for the period ending 30 May 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 \$5,935,328

Council will be paying out the outstanding balance of the old loans on which high interest rates are being paid, totalling \$1,362,639.94 in July.

Rates and Sundry Debtors AnalysisRates and Charges

The total rates and charges payable as at 31 May 2019 are \$2,071,262 which is broken down as follows:

Status	31 May 2019		31 May 2018	
	No. of properties	Amount	No. of properties	Amount
Valueless land	17	662,158	77	2,312,248
Payment Arrangement	250	161,823	252	140,493
Collection House	405	946,648	386	784,740
Exhausted – awaiting sale of land	10	111,814	10	100,152
Sale of Land	1	14,937	-	-
Other (includes current rates)	288	173,882	348	71,209
TOTAL	971	2,071,262	1,073	3,408,842

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.

The Sale of Land process is underway with one property remaining with an outstanding balance of \$14,937. A proposed date has been set for the public auction being 26 June 2019.

Collection House collected \$232,285 for the month of May 2019.

There are two properties that Council is unable to recover outstanding rates and charges from. All recovery processes have now been exhausted and officers are recommending they be written off as there is no property that can be sold. The first property had an existing Permit to Occupy which has now been cancelled. Council is unable to recoup the monies outstanding due to the owner being deceased.

Property	14908
Legal Description	Lot 1 PER 4789
Total Outstanding Charges	\$13,034.15

The second property is a Mining Lease which has now been cancelled. Council is unable to recoup the monies outstanding as the owner is unable to be located. Council has exhausted all avenues in contacting the owner.

Property	14951
Legal Description	Lot 1 MLG 4285
Total Outstanding Charges	\$15,595.72

Sundry Debtors

The total outstanding for Sundry Debtors as at 31 May 2019 is \$1,294,417 which is made up of the following:

Current	30 days	60 days	90 + days
\$1,200,878	\$18,873	\$60,692	\$13,974
93%	1.5%	4.5%	1%

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

1

Budgeted Income Statement by Fund 2018/19 Budget

Consolidated

	Actual YTD	Budget YTD	2018/19 Budget
Revenue			
Rates and utility charges	31,960,967	31,411,930	31,411,930
Less Discounts and Pensioner Remissions	(1,867,828)	(1,898,375)	(1,898,375)
Net Rates and Utility Charges	30,093,139	29,513,555	29,513,555
Fees and Charges	1,271,846	1,071,072	1,144,760
Operating Grants and Subsidies	7,260,127	3,974,491	7,000,458
Operating Contributions	804,818	676,958	902,610
Interest Revenue	1,274,966	426,708	465,500
Works for Third Parties	1,961,991	1,661,917	1,813,000
Other Revenue	4,943,220	3,114,475	3,428,100
Total Operating Revenue	47,610,107	40,439,176	44,267,983
Expenditure			
Employee Expenses	15,086,994	16,244,371	17,726,398
Materials and Services	15,912,741	11,889,674	12,919,811
Depreciation expense	8,590,782	8,505,137	9,451,936
Finance and Borrowing costs	305,497	279,643	330,190
Total Operating Expenses	39,896,014	36,918,825	40,428,335
Operating Surplus/(Deficit)	7,714,093	3,520,351	3,839,648
Capital Income			
Capital Contributions	763,084	-	-
Capital Grants and Subsidies	16,349,858	1,944,000	4,843,000
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	17,112,942	1,944,000	4,843,000
Net Result	24,827,035	5,464,351	8,682,648

Budgeted Income Statement by Fund 2018/19 Budget

General

	Actual YTD	Budget YTD	2018/19 Budget
Revenue			
Rates and utility charges	17,501,750	17,219,218	17,219,218
Less Discounts and Pensioner Remissions	(1,867,828)	(1,898,375)	(1,898,375)
Net Rates and Utility Charges	15,633,922	15,320,843	15,320,843
Fees and Charges	1,261,731	1,071,072	1,124,760
Operating Grants and Subsidies	7,245,127	3,974,491	7,000,458
Operating Contributions	-	-	-
Interest Revenue	642,133	265,833	290,000
Works for Third Parties	1,861,597	1,620,667	1,768,000
Other Revenue	3,264,403	1,555,684	1,727,600
Total Operating Revenue	29,908,913	23,808,590	27,231,661
Expenditure			
Employee Expenses	13,716,253	14,703,772	15,939,758
Materials and Services	8,146,947	3,892,410	4,259,218
Depreciation expense	5,820,755	5,767,160	6,291,449
Finance and Borrowing costs	201,109	176,000	192,000
Total Operating Expenses	27,884,064	24,539,342	26,682,425
Operating Surplus/(Deficit)	2,024,849	(730,752)	549,236
Capital Income			
Capital Contributions	471,661	-	-
Capital Grants and Subsidies	15,212,304	1,944,000	3,493,000
Profit/(Loss) on Sale of Asset			-
Total Capital Income	15,683,965	1,944,000	3,493,000
Net Result	17,708,814	1,213,248	4,042,236

Budgeted Income Statement by Fund 2018/19 Budget

Waste

	Actual YTD	Budget YTD	2018/19 Budget
Revenue			
Rates and utility charges	3,709,458	3,666,006	3,666,006
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	3,709,458	3,666,006	3,666,006
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	113,119	45,833	50,000
Works for Third Parties	-	-	-
Other Revenue	1,550,093	1,484,083	1,619,000
Total Operating Revenue	5,372,670	5,195,922	5,335,006
Expenditure			
Employee Expenses	352,012	332,592	362,994
Materials and Services	3,617,553	3,651,966	3,982,893
Depreciation expense	153,611	131,780	143,760
Finance and Borrowing costs	-	-	-
Total Operating Expenses	4,123,176	4,116,338	4,489,647
Operating Surplus/(Deficit)	1,249,494	1,079,584	845,359
Capital Income			
Capital Contributions	33,423	-	-
Capital Grants and Subsidies	81,471	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	114,894	-	-
Net Result	1,364,388	1,079,584	845,359

Budgeted Income Statement by Fund 2018/19 Budget**Wastewater**

	Actual YTD	Budget YTD	2018/19 Budget
Revenue			
Rates and utility charges	4,817,103	4,777,524	4,777,524
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	4,817,103	4,777,524	4,777,524
Fees and Charges	10,114	-	20,000
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	210,861	77,917	85,000
Works for Third Parties	16,694	-	-
Other Revenue	48,392	9,167	10,000
Total Operating Revenue	5,103,164	4,864,608	4,892,524
Expenditure			
Employee Expenses	378,562	451,142	597,079
Materials and Services	1,398,607	1,578,555	1,724,062
Depreciation expense	1,341,256	1,322,772	1,443,024
Finance and Borrowing costs	104,388	103,643	138,190
Total Operating Expenses	3,222,813	3,456,112	3,902,355
Operating Surplus/(Deficit)	1,880,351	1,408,496	990,169
Capital Income			
Capital Contributions	123,946	-	-
Capital Grants and Subsidies	156,164	-	450,000
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	280,110	-	450,000
Net Result	2,160,461	1,408,496	1,440,169

Budgeted Income Statement by Fund 2018/19 Budget

Water

	Actual YTD	Budget YTD	2018/19 Budget
Revenue			
Rates and utility charges	5,607,740	5,426,097	5,426,097
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	5,607,740	5,426,097	5,426,097
Fees and Charges	-	-	-
Operating Grants and Subsidies	15,000	-	-
Operating Contributions	-	-	-
Interest Revenue	156,353	22,917	25,000
Works for Third Parties	83,700	41,250	45,000
Other Revenue	47,021	32,083	35,000
Total Operating Revenue	5,909,814	5,522,347	5,531,097
Expenditure			
Employee Expenses	553,546	676,828	739,190
Materials and Services	2,559,059	2,520,169	2,683,432
Depreciation expense	1,186,187	1,189,882	1,471,655
Finance and Borrowing costs	-	-	-
Total Operating Expenses	4,298,792	4,386,879	4,894,277
Operating Surplus/(Deficit)	1,611,022	1,135,468	636,820
Capital Income			
Capital Contributions	134,055	-	-
Capital Grants and Subsidies	899,918	-	900,000
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	1,033,973	-	900,000
Net Result	2,644,995	1,135,468	1,536,820

Budgeted Income Statement by Fund 2018/19 Budget

Benefited Area

	Actual YTD	Budget YTD	2018/19 Budget
Revenue			
Rates and utility charges	324,915	323,085	323,085
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	324,915	323,085	323,085
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	804,818	676,958	902,610
Interest Revenue	152,499	14,208	15,500
Works for Third Parties	-	-	-
Other Revenue	33,311	33,458	36,500
Total Operating Revenue	1,315,543	1,047,709	1,277,695
Expenditure			
Employee Expenses	86,622	80,038	87,377
Materials and Services	191,575	246,575	270,206
Depreciation expense	88,972	93,544	102,048
Finance and Borrowing costs	-	-	-
Total Operating Expenses	367,169	420,157	459,631
Operating Surplus/(Deficit)	948,374	627,552	818,064
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	-	-	-
Net Result	948,374	627,552	818,064

8.9 MAREEBA HERITAGE MUSEUM AND VISITOR INFORMATION CENTRE

Date Prepared: 12 June 2019

Author: Manager Community Wellbeing

Attachments: 1. Draft Mareeba Heritage Museum and Visitor Information Centre Management Agreement [↓](#)

EXECUTIVE SUMMARY

This report presents the draft Mareeba Heritage Museum and Visitor Information Centre Management Agreement for Council endorsement.

RECOMMENDATION

That Council:

1. Approves the draft Mareeba Heritage Museum and Visitor Information Centre Management Agreement; and
2. Delegates authority to the Chief Executive Officer to finalise the Management Agreement on the condition that any changes are not substantial.

BACKGROUND

The Mareeba Heritage Centre Inc. has been managing the Mareeba Heritage Museum and Visitor Information Centre (the Centre) since 1 July 2016 in accordance with the terms and conditions of a Management Agreement which is due to expire 30 June 2019.

The proposed agreement is between Council and the Mareeba Heritage Centre Inc. for the operation of the Centre for three years, commencing 1 July 2019.

The draft Agreement is the result of numerous discussions with Board Directors and the Centre Manager and outlines the terms and conditions by which the Board will manage the operations of the Centre and Council will contribute financially to the Centre operations. Council's proposed financial contribution in 2019/20 is \$186,741, comprising of a \$104,741 Visitor Information Centre (VIC) Grant for the Board to deliver visitor information services on behalf of Council and a Centre Donation of \$82,000 towards the costs of managing and operating the Centre.

The draft replacement Agreement has substantially the same terms and conditions as the current Agreement and is attached to this report.

RISK IMPLICATIONS**Financial**

The draft Management Agreement sets out the financial responsibilities of both parties with respect to the operation of the Centre.

Infrastructure and Assets

The draft Management Agreement sets out the responsibilities of both parties with respect to the management of the Centre infrastructure and built assets.

Political and Reputational

The Board of Directors has provided in-principle support for the draft Agreement and is satisfied with the community management arrangements for the next three years. The Board of Directors will make a final determination at their next meeting, on 20 June 2019.

Legal and Compliance

The draft Management Agreement covers legal and compliance issues regarding the community management of the Centre.

Health and Safety

The draft Management Agreement covers legal and compliance issues regarding the community management of the Centre.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

The draft Management Agreement reflects the principles and intentions of the Community Partnerships Program Policy and the Community Leasing Policy.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

The VIC Grant and Centre Donation in the draft Agreement are included in the 2019/20 operational budget. No payment will be made until the Agreement has been executed.

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.

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 Management Agreement will be presented to the Board of Directors for final consideration and signing.



DRAFT

**MAREEBA HERITAGE MUSEUM AND VISITOR INFORMATION
CENTRE**

MANAGEMENT AGREEMENT

2019-22

MAREEBA SHIRE COUNCIL

AND

MAREEBA HERITAGE CENTRE INC

1. PARTIES TO THE AGREEMENT

- a) Mareeba Shire Council ABN 39 114 383 874 (Council)
- b) Mareeba Heritage Centre Inc. ABN 25 062 357 797 (Board)

2. RECITALS

- a) The Centre is a Council owned facility on a reserve held in trust by Council for the purpose of recreation, heritage, historical and cultural (Reserve R1571 - Lot 564 on SP103858 and includes Lot 480 on SP278076).
- b) By entering into this Agreement, Council agrees to renew the Trustee Lease granting the Board exclusive use and occupancy of the Centre for three (3) years pursuant to the terms and conditions contained in the lease which are substantially the same as this Agreement.
- c) Council agrees to provide financial assistance to the Board to manage and operate the Centre in accordance with the terms and conditions contained in this Agreement.
- d) The Board agrees to manage and operate the Centre in accordance with the terms and conditions contained in this Agreement.
- e) The Board agrees to deliver visitor information services at the Centre as contracted by Council in accordance with the terms and conditions contained in this Agreement.

3. DEFINITIONS

Centre Donation means the cash donation provided by Council as a contribution to the costs of operating the Centre.

Employee means a permanent or casual employee of the Board.

Main Centre Building means the main building at the Centre housing the visitor information centre, café, retail outlet and museum items but excludes the museum displays and outbuildings in the courtyard, ambulance and train carriage display structures and Jamieson House. Refer Appendix 5 for Main Centre Building Plan.

Management Agreement (Agreement) means the terms and conditions contained in this Agreement as varied or amended from time to time.

Mareeba Heritage Centre Inc. (Board) means the incorporated and not for profit community-based organisation managed by a voluntary Board of Directors, a party to this Agreement.

Mareeba Heritage Museum and Visitor Information Centre (Centre) means the buildings, museum displays, display structures, grounds and the services and activities conducted on Lot 564 on SP103858 and the 'Firies' Paddock' on Lot 480 on SP278076 on Reserve R1571.

Mareeba Shire Council (Council) is the Trustee for the land on Reserve R1571 - Lot 564 on SP103858 and Lot 480 on SP278076, a party to this Agreement.

Museum Collection (Collection) means the museum displays and structures in the courtyard, Jamieson House and items on display inside the Main Centre Building.

Retail Outlet means the retail outlet at the Centre that complements the heritage museum and visitor information centre activities and services.

Visitor Information Centre (VIC) means the post-arrival visitor services provided to passing visitors.

Visitor Information Centre Grant (VIC Grant) means the grant provided by Council to the Board to deliver visitor information services as contracted by Council.

Volunteer means an unpaid worker of the Board.

4. BACKGROUND

- a) The Centre was built through cooperative efforts, financial and in-kind support from the local community, Mareeba Shire Council and grant funding.
- b) Mareeba Heritage Centre Inc. is a community-based not for profit organisation established in 1993 for the purposes of recording and preserving the history of the Mareeba region and engaging in tourist activities and to construct and operate an information centre. It has a paid membership and is managed by a voluntary Board. The Board was responsible for operating the new Centre with volunteers which included both the museum and visitor information services.
- c) Not long after opening in 1995, at the request of the Board, Council took over the operation of the volunteer operated Visitor Information Centre. The Board continued to operate the museum with volunteers. The VIC model was then operated by Council using paid staff and volunteers.

The Board successfully operated the Museum, funding the expansion and upkeep of the Collection and contributing to the cost of operating the Centre with community donations, fundraising, working-bees, sponsorship, grants and membership fees.

- d) In 2016, Council and the Board entered into an Agreement whereby the Board was responsible for the management of the Centre, including the delivery of visitor information services on behalf of Council, with financial assistance provided by Council.
- e) The Centre model continues to rely on local volunteers to operate the heritage museum and volunteers work with paid staff to deliver visitor information services. The ongoing recruitment, training and support of volunteers is critical to the continued success of the Centre. The Centre model also continues to rely on community and local business in-kind and cash contributions, especially for the upkeep of the museum collection.
- f) On 1 July 2016 the Board and Council entered into a three (3) year Agreement whereby the Centre has been managed by the Board with the following services and activities delivered:

- i. An accredited visitor information service providing post-arrival services to passing visitors;
- ii. A retail outlet complementary to the heritage museum and visitor information services;
- iii. A community managed museum with interpretive displays of local and regional culture, settlement and history;
- iv. Community events and preparation of community education resources that promote and celebrate local and regional cultural heritage;
- v. A café that is leased and operated by a third party; and
- vi. Functions venue for hire for events.

5. BOARD ROLES AND RESPONSIBILITIES

5.1 Lease

- a) By entering into this Agreement, the Board agrees to renew the Trustee Lease with Council for the exclusive use and occupation of the land and buildings on Reserve R1571 - Lot 564 on SP103858 including Lot 48 on SP278076, for a term of three (3) years.
- b) The renewal of the lease is in accordance with the goals and activities of the approved Land Management Plan registered on the title of Reserve R1571.
- c) The terms and conditions of the lease will be substantially the same as this Agreement.

5.2 Services and Activities

- a) The Board will:
 - i. Occupy and manage the Centre.
 - ii. Deliver visitor information services on behalf of Council in accordance with the operational conditions at Appendix 1.
- b) The Board may:
 - i. Deliver other complementary services and conduct other complementary activities at its own expense, including but not limited to, a heritage museum, café and community events venue.
- c) The Board will:
 - i. Consult with Council regarding any significant changes or new initiatives in relation to the complementary services and activities the Board may decide to conduct at the Centre at its own expense.

5.3 Finances

The Board will:

- a) Be entitled to all income from the operation of the Centre including retail sales, commission on bookings, donations, membership, hire of facilities, subletting, use of the commercial kitchen and entry fees.
- b) Manage an annual VIC Grant from Council to deliver visitor information services as contracted by Council.
- c) Manage an annual Centre Donation from Council towards the costs of operating the Centre.
- d) Manage the finances for the operation of the Centre.
- e) Pay all operational costs for the Centre including, but not limited to, staffing, electricity, gas, telephone, fax, internet, water charges, property rates and service charges, cleaning, cost of removal of commercial rubbish, accreditation, museum curatorial services, minor maintenance, volunteer insurance, contents insurance and other current and future operational costs.

5.4 Staff and Volunteers

The Board will:

- a) Recruit, employ and manage all employees.
- b) Attract, train and support all volunteers.
- c) Meet all relevant employment standards.
- d) Provide a safe workplace for all employees, volunteers and visitors and report to Council any injury incidents, together with supporting documentation, reports and evidence for Council to be reasonably satisfied its legal obligations have been discharged.

5.5 Insurances

- a) The Board will provide and maintain the following insurance cover for the term of this Agreement:
 - i. Personal work cover insurance to cover paid and volunteer employees, eligible persons, self-employed contractors, directors, trustees and partners.
 - ii. Public liability insurance in an amount not less than \$20,000,000 in respect of any one occurrence and for an unlimited number of claims; and
 - iii. Product liability insurance in an amount not less than \$5,000,000 in respect of any one occurrence and for an unlimited number of claims; and

- iv. Professional indemnity insurance in an amount not less than \$10,000,000 in respect of any one occurrence and for an unlimited number of claims; and
 - v. Contents insurance for equipment, furniture, displays and interpretive information within the Main Centre Building and in the rear courtyard including outbuildings, museum displays and outdoor equipment.
- b) The Board must, upon receipt of a written request at any time from Council, produce evidence that the insurances required have been affected and maintained.

5.6 Maintenance and Asset Management

The Board will:

- a) Provide and maintain the Centre facilities and equipment including phone, fax, computers, photocopier, printer and consumables required for the efficient operation of the Centre.
- b) Be responsible for all cleaning, repairing, minor and major maintenance of the museum collection at its expense, which includes displays and display structures, interpretive information and display lighting within the Centre including Jamison House, ambulance and train carriage display structures.
- c) Be responsible for maintaining the grounds inside the lease area on Lot 564 on SP103858 and Lot 480 on SP278076 including the gardens and mowing.
- d) Be responsible for both planned and responsive minor maintenance of the Main Centre Building (refer Appendix 5) in accordance with the Minor and Major Centre Maintenance Guidelines at Appendix 2, and in accordance with the Main Centre Building Planned Minor Maintenance Schedule at Appendix 3, and any other minor maintenance at the Board's discretion.
- e) Obtain Council approval for any changes or additions to any fixtures or upgrades to the facilities at the Centre and ensure these meet all legislative requirements.

5.7 Acknowledgement, Branding and Media Management

The Board will:

- a) Advertise and promote the Centre to attract visitors.
- b) Acknowledge Council's financial contribution to the Board and operation of the Centre by including Council's logo and the tag line "Proudly sponsored by Mareeba Shire Council" on all marketing and promotional material and media associated with all Centre services, activities and events.

- c) Seek approval from the Chief Executive Officer, Mareeba Shire Council, for all media if the content involves Council, including but not limited to, major maintenance work at the Centre.

5.8 Community Involvement

- a) The Board will develop and implement a Community Partnerships Plan to encourage community and business involvement in the Centre's activities as well as the operation and upkeep of the Centre, particularly the museum and visitor information services.
- b) Community involvement is an integral element of the Centre's operational model. This could include volunteering for the Museum and VIC, in-kind contributions and working-bees, government funded programs such as Work for the Dole and community service, cash donations, fundraising, sponsorship, membership and volunteering for the Board of Directors.

6. COUNCIL ROLES AND RESPONSIBILITIES

6.1 Lease

- a) By entering into this Agreement, Council renews the Trustee Lease with the Board for the exclusive use and occupation of the land and buildings on Reserve R1571 - Lot 564 on SP103858 including Lot 480 on SP278076, for a term of three (3) years.
- b) The renewal of the lease is in accordance with the goals and activities of the approved Land Management Plan registered on the title of Reserve R1571.
- c) The terms and conditions of the lease will be substantially the same as this Agreement.

6.2 Services and Activities

Council will:

- a) Allow signage appropriate for the advertisement of the Centre, subject to prior consultation and approval by Council.
- b) Provide information, advice and assistance for the effective and efficient delivery of visitor information services and for other matters as appropriate or requested by the Board.

6.3 Finances

For the term of this Agreement, Council will:

- a) Provide an annual VIC Grant to the Board to deliver visitor information services as contracted by Council.
- b) Increase the VIC Grant annually by the Brisbane Consumer Price Index.
- c) Provide an annual fixed Centre Donation to the Board as a contribution to the operation of the Centre.

6.4 Insurances

Council will provide and maintain the following insurance policies with respect to the Centre for the duration of this Agreement:

- a) Public Liability Insurance for not less than \$60,000,000 in respect of Council's responsibilities at the Centre.
- b) Building Insurance for the Main Centre Building.

6.5 Maintenance and Asset Management

Council will:

- a) Be responsible for major maintenance of the Main Centre Building in accordance with the Minor and Major Centre Maintenance Guidelines (Refer Appendix 2).
- b) Provide a schedule of planned minor maintenance for the Main Centre Building (Refer Appendix 5) for implementation by the Board (Refer Appendix 3). The schedule is based on Council's service levels and funded in the Council donation.
- c) Be responsible for cleaning and for the provision of toilet paper and soap in the public disability toilet in the Main Centre Building.
- d) Be responsible for maintenance of grounds at the front of the Centre and all the grounds, if any, external to the perimeter of the lease area.
- e) Make available the equipment and furniture associated with the retail shop and visitor information services to the Board to perform the services in accordance with this Agreement.

7. TERMS OF THE AGREEMENT

- a) The Agreement is for three (3) years, commencing 1st July 2019 and ending 30th June 2022.
- b) Either party may request a review of the Agreement after 12 months of the date of signing of this Agreement.
- c) Six months before the expiration of this agreement, negotiations will commence for a new agreement.

8. CONFIDENTIALITY

- a) The Board will keep confidential all business-related information received from the Council during this agreement and will not disclose same without Council's prior written consent.
- b) The Board must only use the Confidential Information for the purpose of performing the contracted service for Council.

9. GRIEVANCE

In the event of a dispute arising between the Board and Council, in the first instance both parties agree to use their best endeavours to attempt to resolve the matter. If agreement has not been reached within a reasonable time, either party can refer the matter to an external mediator.

10. TERMINATION

- a) In all circumstances other than a material breach of the contract, Council or the Board reserves the right to terminate this Agreement at any time with twelve months' notice to be given by either party or as agreed to by both parties. A Breach of Contract is where either party materially fails to adhere to this Agreement.
- b) Council may terminate this Agreement effective immediately if Council considers, in its absolute discretion, that the Board:
 - i. Is not a fit and proper entity to perform the services and manage the Centre;
 - ii. Cannot perform its obligations in accordance with the Agreement.
- c) If this Agreement is not terminated pursuant to subclause 10(a) or 10(b) of this clause, then this Agreement shall come to an end on the Expiry Date, unless otherwise agreed by Council and Board.
- d) Within one (1) week of the Expiry Date (or within one (1) week of the earlier termination of this Agreement, if this Agreement is terminated earlier than the Expiry Date), the Board must return any part of the Funding Amount paid to the Board which was not expended in accordance with the Agreement.
- e) Termination of this Agreement has no bearing on the Trustee Lease between Mareeba Shire Council and the Board for the Centre, and the Trustee Lease will continue to operate unless notice to terminate is given under the terms of the Trustee Lease.

11. GOVERNING LAW

This agreement shall be construed in accordance with and be governed by the laws of the State of Queensland and the parties hereby submit to the non-exclusive jurisdiction of the Courts of Queensland.

12. COUNCIL CONTACT AND REPRESENTATION

- a) Council's Manager Community Wellbeing will be the first point of contact by the Board for all matters relating to this Agreement, apart from maintenance or leasing matters.
- b) Council's Facilities Officer will be the first point of contact by the Board for maintenance matters.

- c) Council's Senior Compliance Officer will be the first point of contact by the Board for leasing matters.
- d) The Board must invite a Mareeba Shire Councillor to participate as a member of the Mareeba Heritage Centre Inc. Board of Directors.

13. REPORTING

13.1 Financial Reporting

- a) The Board will provide Council a copy of the audited annual financial statements after endorsement at the Annual General Meeting.

13.2 Annual Reports to Council

- a) The Board will make an Annual Presentation to Councillors during Council's annual budget planning cycle in March/April. This report will include achievements and issues from the current financial year which are of strategic significance, as identified in the Operational Plan.
- b) The Board will provide Council with an Operational Plan and Budget for the next financial year by 31 May each year.
- c) The Board will provide Council an Annual Progress Report detailing the achievements and outcomes of activities set in the Operational Plan. This written report will be provided to Council by within one calendar month after the end of the financial year.

The Annual Progress Report will include:

- i. Trends in daily visitor numbers to the Centre, with all reasonable effort made to exclude local café and museum patrons from the visitor data;
- ii. Events and initiatives conducted to attract visitors to the Centre;
- iii. Significant issues regarding the delivery of visitor information services;
- iv. Significant issues regarding the Trustee Lease;
- v. Outcomes of the Community Engagement and Participation Plan to attract and retain community involvement in the operation of the Centre;
- vi. Progress report on the implementation of the Main Centre Building Planned Minor Maintenance Schedule;
- vii. Other issues deemed of significance by the Board or requested by Council.

13.3 Monthly Visitor Statistics

- a) The Board will collect daily visitor numbers and report monthly on these to Council and Tablelands Regional Council for reporting to Tropical Tablelands Tourism.
- b) The Board will take all reasonable steps to exclude local café and museum patrons from the visitor data.

14. PAYMENT SCHEDULE

- a) For the life of this Agreement, and as per the terms and conditions of this Agreement, Council will provide financial assistance to the Board, which in Year One is \$186,741 and will be paid as follows:
 - i. Council will provide an annual VIC Grant to the Board to deliver visitor information services as contracted by Council. This grant will increase annually by the Brisbane Consumer Price Index (CPI). In Year One of this Agreement, the 2019/20 VIC Grant is \$104,741 (ex GST).
 - ii. Council will provide an annual Centre Donation to the Board as a contribution to the costs of managing and operating the Centre. In Year One, the 2019/20 Centre Donation of \$82,000 is made under Council's Community Partnerships Program (CPP) and the fixed amount will be provided annually for the life of this Agreement. GST is not paid on Council donations.
- b) In accordance with the CPP Policy, Council will assist the Board to identify ways it can become more financially self-sufficient.
- c) Council will make the annual payment for the VIC Grant and Centre Donation on the following conditions:
 - i. Council has endorsed the annual MHC Operational Plan and MHC Annual Budget presented by the Board to Council; and
 - ii. The Board has satisfactorily met the reporting requirements at Section 13.
- d) Council will make the annual payment on or as soon after 1 July each year as is practicable on presentation of an invoice by the Board.

15. APPENDICES

The Board agrees:

- a) to be bound by the policies and requirements set out in the Appendices; and
- b) that Council can amend or expand the appendices at any time on the giving of three (3) months' notice in consultation with the Board.

16. AGREEMENT EXECUTION

Executed by the parties as an Agreement:

Chief Executive Officer, Mareeba Shire Council
in the presence of:

Witness

Peter Franks, Chief Executive Officer

Name (please print)

Date

Chairman, Mareeba Heritage Centre Inc.
in the presence of:

Witness

Micheli (Mick) Borzi, AM OBE, Chairman

Name (please print)

Date

APPENDIX 1**Mareeba Visitor Information Centre Operating Conditions**

The Board will deliver visitor information services on behalf of Council in accordance with the following principles, guidelines and policies:

1. Deliver local and regional information to passing visitors to enhance the visitor experience and extend visitor stays.
2. Ensure brochure displays are in accordance with the intent and purpose of the Mareeba Shire Council Visitor Information Centres Brochure Display Policy.
3. Work cooperatively with the Tablelands Visitor Information Centre network and participate in appropriate cooperative advertising.
4. Collect daily visitor numbers and report monthly on these to Mareeba Shire Council and Tablelands Regional Council (TRC collate and report regional figures to Tropical Tablelands Tourism).
5. Take all reasonable steps to exclude local café and museum patrons from the visitor data.
6. Adopt Mareeba Shire Council branding, and where appropriate, regional tourism branding.
7. Manage an effective visitor complaint process that includes documenting and advising local companies of visitor concerns and advising relevant authorities and visitor information centres as needed.
8. Work in collaborative partnership with tourism operators, Mareeba Shire Council and local and regional tourism promotion bodies to promote and develop tourism in the shire and wider region.

APPENDIX 2
Minor and Major Centre Maintenance Guidelines

1. Minor Maintenance

Mareeba Heritage Centre Inc. is responsible for all minor maintenance of the Centre, both planned and responsive, which is defined as a sensible and practical repair on a like for like basis for the continuance of preservation, protection, repair to and upkeep, normally lasting no longer than one day. It can also include tangible changes to improve service delivery within the premises.

Examples include, but are not limited to:

- Regular maintenance and repairs for air-conditioners; computers, communications equipment.
- Repairing paving due to wear and tear.
- Gutter and roof cleaning.
- Insect and pest control.

2. Major Maintenance

Mareeba Shire Council is responsible for major maintenance of the Main Centre Building, which is defined as maintenance which is either infrequent in nature or which is scheduled on a non-routine basis and may require setting aside funds over a period or issuing additional debt to fund it.

Examples include, but are not limited to:

- Re-roofing an entire building.
- Replacing carpet throughout a building.
- Replacing an air-conditioning system.
- Re-painting the interior and/or exterior of an entire building.

The major repairs including, but not limited to those identified below should be immediately notified to Council:

- A burst water service or a serious water service leak.
- A blocked or broken lavatory system.
- A serious roof leak.
- A gas leak.
- A dangerous electrical fault.
- Flooding or serious flood damage.
- Serious storm, fire or impact damage.
- A failure or breakdown of the gas, electricity or water supply to the premises.
- A breakdown of an essential service or appliance on the premises for hot water, cooking or heating.
- A fault or damage that makes the premises unsafe or insecure.
- A fault or damage likely to injure a person, damage property or unduly inconvenience a tenant.
- A serious fault in a staircase, lift or other common area of the premises that unduly inconveniences a tenant in gaining access to or using the premises.

APPENDIX 3**Main Centre Building Planned Minor Maintenance Schedule**

The schedule of planned minor maintenance is for implementation by the Board, is based on Council service levels, and is funded in the Council donation.

#	Project Description	Location	Stage	Scheduling	Included in Council Donation
1	Air conditioner	Main Centre Building + Tobacco Display	Service	6 monthly	Yes
2	Bigga Skips	Main Centre Building	Service	Every 2 months	Yes
3	Clean external roof and gutters	Main Centre Building + Café roof	Maintenance	Annual	Yes
4	Electrical Test/Tag	Main Centre Building	Service	Annual	Yes
5	Fire Extinguishers & Exit Lighting	Main Centre Building	Service	6 monthly	Yes
6	Pest Control - annual inspection	Main Centre Building	Service	Annual	Yes
7	Security	Main Centre Building	Service	Monthly	Yes

APPENDIX 4

Summary of Financial Responsibilities for the Term of this Agreement

Item	Board	Council
Cash Assistance		
Visitor Information Centre Grant (VIC Grant): <ul style="list-style-type: none"> \$104,741 ex GST in 2019/20 Indexed annually by Brisbane CPI 	No	Annual grant paid in full in July
Centre Donation: <ul style="list-style-type: none"> \$82,000 in 2019/20 Fixed amount paid annually 	No	Annual donation paid in full in July
Museum Collection, including courtyard displays, and display structures, Jamison House and items in the Main Centre Building		
Upkeep/maintenance	Yes	No
Insurance	Yes	No
Expansion of Museum Collection	Yes	No
Main Centre Building		
Minor Maintenance	Yes	Included in donation
Major Maintenance	No	Yes
Insurance	No	Yes
Cleaning and maintenance of public toilet in Main Centre Building	No	Yes
Grounds Maintenance		
Grounds maintenance inside the lease area	Yes	No
Grounds maintenance at front of Centre	No	Yes
Other Insurances		
Chattels/Contents Insurance inside Main Centre Building (excluding museum collection items)	Yes	Included in donation
Public Liability Insurance	Yes	Included in donation Yes (Council interests)
Volunteer Worker Insurance	Yes	Included in donation
Other operational expenses		
Operational expenses including cleaning, electricity, gas, telephone, staff wages, etc	Yes	Included in donation
General Property Rates, Service Charges and Levies: <ul style="list-style-type: none"> Eligible for remissions as per Rate Rebate and Remissions Policy; Eligible for water usage donation as per Community Partnerships Program 	Yes	Included in donation
Waste Collection	Yes	Included in donation
WPH&S Buildings	Yes	Included in donation

APPENDIX 5**Building Plan of Main Centre Building**

The Main Centre Building is the building drawn in the plan below on Lot 564 on SP103858 on Reserve R1571.

Plan to be inserted

DRAFT

8.10 ENTERPRISE INFORMATION SYSTEM

Date Prepared: 12 June 2019

Author: Director Corporate and Community Services

Attachments: Nil

EXECUTIVE SUMMARY

Council is contractually associated with TechnologyOne for its' Enterprise Information System. In keeping with modern technologies and efficient practices, it is proposed that Council amend the existing contract to include Cloud First technologies and Software as a Service.

This recommendation is aligned with the ICT Strategy which was adopted by Council on 17 May 2017.

RECOMMENDATION

That Council amend its existing contract with TechnologyOne to include Cloud First technologies and Software as a Service.

BACKGROUND

Council adopted the ICT Strategy 2017 - 2020 on 17 May 2017. This Strategy identified the following focus areas:



Connected, Secure and Reliable

Connecting people utilising secure and reliable technologies.



Cloud First

Leveraging Cloud to deliver cost effective services.



Enterprise Efficiency

Delivering better business by maximising out investment in enterprise systems.



Enterprise Mobility

Increasing access for staff and customers to the right information at the right time.



Digital Customer

Providing access to service when, where and how they are needed.

Further to the adoption of this Strategy, an Implementation Plan was also prepared and provides a detailed roadmap broken into three tranches:

1. Building the Fundamentals

- Communications and Networking
- Infrastructure Cloud Readiness Roadmap
- Information Security
- Identity and Access Management

2. Build on the Fundamentals

- Productivity Suite (Microsoft Office)
- Infrastructure as a Service (IaaS)

3. Enterprise Resource Planning Systems (TechnologyOne)

In line with our ICT Strategy, officers are now pursuing the TechnologyOne aspects of delivery, in particular, the transition to cloud. The initial step in this roadmap is to move away from our current 'on premise' network and into the 'cloud'.

There are a number of benefits that arise from this transition which are detailed in the strategy. The financial benefits to Council however should be highlighted.

Firstly, Council currently has a major risk in that it has no full system backup in the event of a disaster. To mitigate that this without going to the 'cloud' would require establishing a duplicated data centre which would come at a great cost in terms of capital expenditure and additional operational costs. By going to the 'cloud' this capital outlay is avoided.

Secondly, many of the components of our existing 'on premise' data centre are nearing the end of their useful lives and as such would have to be replaced within the next two years. This would require a considerable capital investment and incur ongoing operating costs. Again, going to the 'cloud' avoids this capital investment and subsequent operational costs.

The proposed contract with TechnologyOne involved the transition of all Councils current TechnologyOne programs onto the secure TechOne 'cloud'.

In addition to these benefits, TechnologyOne has offered Council a considerable discount on a suite of additional modules that Council will benefit from in the future. However, negotiations have resulted in our acceptance of only those modules that are required and can be implemented in the short term, at the same discount rate. This offers considerable savings on modules we purchase in the near future and will result in immediate efficiency gains. We have also negotiated a guaranteed discount for two years, on a number of other modules that Council may require in the future.

RISK IMPLICATIONS

Infrastructure and Assets

Ageing infrastructure increases risks associated with data security and operational efficiencies.

Service Delivery and IT

This arrangement addresses Business Continuity Planning through Disaster Recovery.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil.

Operating

While there will be additional costs these can be dealt with in the Operating Budget this coming financial year.

Is the expenditure noted above included in the current budget?

Any additional costs will be more than offset by the anticipated additional Capital and Operational costs Council would be faced with should it remain with an on premises system.

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

If Council is agreeable to this proposal, we will finalise contract amendments with TechnologyOne.

9 INFRASTRUCTURE SERVICES

9.1 TENDER EVALUATION TMSC2019-05 PRE-QUALIFIED SUPPLIERS LIST - INFRASTRUCTURE SERVICES - 1 JULY 2019 TO 30 JUNE 2021

Date Prepared: 17 May 2019

Author: Director Infrastructure Services

Attachments: 1. TMSC2019-05 Pre-Qualified Suppliers List [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to recommend Council empanel contractors to its Pre-Qualified Suppliers list for the period from 1 July 2019 to 30 June 2021.

Tenders under TMSC2019-05 Pre-Qualified Suppliers, Infrastructure Maintenance Services closed 11:00am Tuesday, 16 April 2019.

RECOMMENDATION

That Council empanels the contractors listed in the documentation attached to this report for provision of services under TMSC2019-05 Pre-Qualified Suppliers for the period from 1 July 2019 to 30 June 2021.

BACKGROUND

Tenders under TMSC2019-05 Pre-Qualified Suppliers, Infrastructure Maintenance Services closed 11:00am Tuesday, 16 April 2019.

Included with the report is a list of contractor names that are recommended to be empanelled as suitable providers under the terms and conditions of the tender documentation.

In accordance with Section 231 of the *Local Government Regulation 2012* titled "Exception for contractor on approved contractor list", Council is required to empanel the applicants that Council deems to be suitable providers for provision of occasional plant hire.

Only those contractors who are listed in the panel of suitable suppliers can be used for the purpose of providing services to Council. This does not exclude other contractors from being engaged on a job by job basis should empanelled contractors not be available, provided they have been engaged under the conditions and provisions of Council's Procurement Policy.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Procurement Policy

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.

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

TMSC2019-05 Pre-Qualified Suppliers - Infrastructure Services

Not all zone rates entered

Profession	Name	Contact Person	Phone	Email	Rates	Postal Address 1	City / Town	Town / Physical Address	List
AIR CONDITION / REFRIGERATION	Airfirst Pty Ltd	Steve Evans	07 4058 3222	info@airfirst.com.au	Price per hr incl GST Trades Person \$93.50 Trades Assist \$82.50 Labourer/Unskilled \$44 AH Callout - \$121.00 (min 3 hrs)	PO Box 96	STRATFORD QLD 4870	STRATFORD QLD 4870	Air Conditioning and Refrigeration
AIR CONDITION / REFRIGERATION	Bertoldo Electrical		07 4092 5360 0438 924 269	bertold@bigpond.net.au	Price per hr incl GST Trades Person - \$82.50 Trades Assist - \$82.50 AH Callout - \$88.00 (min 1hr)	PO Box 622	MAREEBA QLD 4880	MAREEBA QLD 4880	Air Conditioning and Refrigeration
AIR CONDITION / REFRIGERATION	Don Hall Air Conditioning and Refrigeration Services	Don Hall	07 4092 3019/ 0409 648 403	don.hall@donhall.com.au	Price per hr incl GST Tradesperson \$96.80 Trade Assist \$60.50 Labourer \$48.40 Callout \$165.00 min 2 hours	PO Box 1034	MAREEBA QLD 4880	MAREEBA QLD 4880	Air Conditioning and Refrigeration
AIR CONDITION / REFRIGERATION	Essential Air Solutions	Rob Marks	07 4057 5966	admin@essentialairsolutions.com.au	Price p/h incl GST Trades Person - \$88 Trades Assist - \$77 AH Callout - \$440 (min 3hrs)	PO BOX 1190	SMITHFIELD QLD 4878	SMITHFIELD QLD 4878	General air conditioning
AIR CONDITION / REFRIGERATION	Evercool Air Conditioning & Refrigeration	Michael Piccolo	07 4040 2090	calms@calms-evercool.com.au	Price per hr incl GST Trades Person - \$88.00 Trades Assist - \$55.00 A/H Callouts - \$350.00 (min 4hrs)	PO Box 550	GORDONVALE QLD 4865	GORDONVALE QLD 4865	Air Conditioning and Refrigeration
AIR CONDITION / REFRIGERATION	Intrust Energy Solutions	Michael Guli	07 4049 2867	info@intrustgroup.com.au	Price per hr incl GST Trades Person - \$93.00 Trades Assist - \$66.00 Labourer - \$55.00 AH Callout - \$400.00 (min 1hr)	PO Box 15161	EDGE HILL QLD 4870	EDGE HILL QLD 4870	General Air Conditioning - repairs, maintenance and installation
AIR CONDITION / REFRIGERATION	PJ Electrical and Air Conditioning Services	Peter Christiansen	07 4053 6223	peter@pjelectrical.com.au	Price per hr incl GST Trades Person - \$92.40 Trades Assist - \$68.00 AH Callout - \$151.80 (min 4hrs)	PO Box 899	MANUNDA QLD 4870	MANUNDA QLD 4870	General Air Conditioning
AIR CONDITIONING AUTOMOTIVE	Essential Air Solutions	Rob Marks	07 4057 5966	admin@essentialairsolutions.com.au	Price per hr incl GST Trades Person - \$88.00 Trades Assist - \$77.00 AH Callout - \$440.00 (min 1hr)	PO Box 1190	SMITHFIELD QLD 4878	SMITHFIELD QLD 4878	Automotive airconditioning
AIR CONDITIONING AUTOMOTIVE	Intrust Energy Solutions	Michael Guli	07 4049 2867	info@intrustgroup.com.au	Price per hr incl GST Trades Person - \$93.00 Trades Assist - \$66.00 Labourer - \$55.00 AH Callout - \$400.00 (min 1hr)	PO Box 15161	EDGE HILL QLD 4870	EDGE HILL QLD 4870	Automotive airconditioning - exhaust and ventilation systems
ARCHITECTS	Coburn Architecture Pty Ltd	Alanna Coburn	07 4051 8800	admin@coburnarchitecture.com.au	Prices p/h incl GST Project Director - \$198.00 Project Architect/Leader - \$165.00 Architect Graduate - \$148.50 Technician - \$115.50	PO Box 661	CAIRNS QLD 4870	CAIRNS QLD 4870	General architectural services - design drafters, technical officers, project managers
ARCHITECTS	GHD Pty Ltd	Jim Greateorex	07 4044 2212	jim.greateorex@ghd.com	GHD/A1	1st Floor, 85 Spence St	CAIRNS QLD 4870	CAIRNS QLD 4870	General architects
ARCHITECTS	i4Architecture Pty Ltd	Jon Larrazabal	07 4724 1944	jon@i4architecture.com.au	i4 Architecture/A1	PO Box 5377	TOWNSVILLE QLD 4810	TOWNSVILLE QLD 4810	General Architects
ARCHITECTS	People Orientated Design		07 4041 0292	belinda@peopleorientateddesign.com.au shaneen@peopleorientateddesign.com.au	Price p/h incl GST Landscape Architect - \$198 Landscape Technician - \$165 Architect Director - \$198 Architect - \$165 Architect Grad - \$132	PO Box 3153	CAIRNS QLD 4870	CAIRNS QLD 4870	Architects - Landscape & General
ARCHITECTS	TPG Architects		07 4032 1944	calms@totalprojectgroup.com.au	TPG Architects/A1	124 Collins Avenue	EDGE HILL QLD 4870	EDGE HILL QLD 4870	General Architects
ARCHITECTS	Vabasis Pty Ltd	Dennis Butler	07 3193 2600	reception@vabasis.com.au	Vabasis/A1	PO Box 771	PADDINGTON QLD 4064	SPRING HILL QLD 4000	General Architects
ASBESTOS REMOVAL	Essential Air Solutions	Rob Marks	07 4057 5966	admin@essentialairsolutions.com.au	Price per hr incl GST Trades Person - \$88 Trades Assist - \$77 AH Callout - \$440 (min 3hrs)	4/2 Maisel Close	SMITHFIELD QLD 4878	SMITHFIELD QLD 4878	Asbestos removal
ASBESTOS REMOVAL	Shane Smith Builder Pty Ltd	Shane Smith	07 4092 3619	shane.s@bigpond.net.au	\$125 p/h incl GST	PO Box 1866	MAREEBA QLD 4880	MAREEBA QLD 4880	Asbestos removal

BUILDING - GENERAL	Shane Smith Builder Pty Ltd	Shane Smith	07 4092 3619	shane.s@bigpond.net.au	Price per hr incl GST Tradesperson \$86.65 Trade Assist \$68.25 Labourer \$57.75	PO Box 1866	MAREEBA QLD 4880	MAREEBA QLD 4880	Asbestos removal
CARPENTERS	Chris Dempsey Cranes	Chris Dempsey	07 4097 7812	admin@cdcranes.com.au	Price per hr incl GST Trades Person - \$82.50 Labourer - \$66.00 AH Callout - Normal rate + \$45 p/h min 4hrs	PO Box 856	RAVENSHOE QLD 4888	RAVENSHOE QLD 4888	Carpenters
CARPENTERS	Marcello Pendenza	Marcello Pendenza	0412 373 699	mpendenza@bigpond.com	Price Per Hr incl GST Trades Person - \$71.50 AH Callout - \$88.00 (min 1hr)	9 Jamieson St	MAREEBA QLD 4880	MAREEBA QLD 4880	Carpenters
CARPENTERS	Shane Smith Builder Pty Ltd	Shane Smith	07 4092 3619	shane.s@bigpond.net.au	Price per hr incl GST Tradesperson \$86.65 Trade Assist \$68.25 Labourer \$57.75	PO Box 1866	MAREEBA QLD 4880	MAREEBA QLD 4880	Asbestos removal
CIVIL ENGINEERS	Flanagan Consulting Group	Greg Applin	07 4031 3199	greg@flanaganconsulting.com.au	Flanagan/A1	PO Box 5820	CAIRNS QLD 4870	CAIRNS QLD 4870	Consulting Engineers - Civil/Structural Engineers
CIVIL ENGINEERS	GHD Pty Ltd	Jim Greateorex	07 4044 2222	jim.greateorex@ghd.com	GHD/A1	1st Floor, 85 Spence St	CAIRNS QLD 4870	CAIRNS QLD 4870	Civil Engineering
CIVIL ENGINEERS	Jacobs Group (Australia) Pty Ltd	Paul Dennis	07 4031 4599	paul.dennis@jacobs.com	Jacobs/A1	PO Box 1062	CAIRNS QLD 4870	CAIRNS QLD 4870	Civil Engineers
CIVIL ENGINEERS	JC Engineers Pty Ltd	Brendan Nielsen	07 5635 4367	info@jce.engineering	Prices p/h incl GST Civil Engineer/Designer - \$154	Suite 1313, Level 13, 50 Cavill Ave	SURFERS PARADISE QLD 4217	SURFERS PARADISE QLD 4217	Consulting Engineers - planning, design, process engineering, support, project management
CIVIL ENGINEERS	Jim Papas Civil Engineering Designer Pty Ltd	Jim Papas	0408 770 394	admin@jpced.com.au	\$220 p/h incl GST	PO Box 2347	MAREEBA QLD 4880	MAREEBA QLD 4880	Consulting Engineer
CIVIL ENGINEERS	St George Project Services	Luke St George	07 4755 4408	admin@sgps.com.au	\$187.00 p/h incl GST	PO Box 1251	EARVILLE QLD 4870	EARVILLE QLD 4870	Civil Engineers - Technical Officers - Project Managers
CLEANING INTERNAL / EXTERNAL	Abel Services	Nicole Roy	0417 758 302	nicole@abelservices.com.au	Price Per Hr incl GST Trades Person - \$75.00 Trades Assist - \$75.00 Labourer - \$60.00 AH Callout - \$190.00 (min 2hrs)	PO Box 876	MAREEBA QLD 4880	MAREEBA QLD 4880	External Cleaning
COARSE SAND & ROAD BASE	Bolwara Enterprises Pty Ltd	Keoni Kidner	07 4091 6666	admin@bolwarra.net.au	Bolwarra/A1	PO Box 1336	ATHERTON QLD 4883	ATHERTON QLD 4883	Supply Coarse Sand and Road Base
COARSE SAND & ROAD BASE	Mareeba Sands	Ron Petersen	0408 933 875	ron@mareebasands.com.au	Mareeba Sands/A1	PO Box 1001	WALKAMIN QLD 4872	MAREEBA QLD 4880	Supply Coarse Sand and Road Base
CONCRETERS	Cairns Concrete Contractors Pty Ltd	Rick Gore	0407 670 688	cairnconcretecont@bigpond.com	Price Per Hr incl GST Trades Person - \$71.50	PO Box 2638	INNISFAIL QLD 4860	INNISFAIL QLD 4880	Concreters - Form setting and laying concrete
CONCRETERS	Chris Dempsey Cranes	Chris Dempsey	07 4097 7812	admin@cdcranes.com.au	Price Per Hr incl GST Trades Person - \$82.50 Trades Assist - \$71.50 Labourer - \$66.00 AH Callout - Normal rate + \$45 p/h min 4hrs	PO Box 856	RAVENSHOE QLD 4888	RAVENSHOE QLD 4888	Concreters - Form setting and laying concrete
CONCRETERS	Shane Smith Builder Pty Ltd	Shane Smith	07 4092 3619	shane.s@bigpond.net.au	Price per hr incl GST Tradesperson \$86.65 Trade Assist \$68.25 Labourer \$57.75	PO Box 1866	MAREEBA QLD 4880	MAREEBA QLD 4880	Asbestos removal
CONSULTING ENGINEERS	Automation IT	Paul Munday	07 3299 3844	sales@automationit.com	Price per hr incl GST Trades Person - \$165.00 AH Callout - \$198 (min 4 hrs)	PO Box 1166	SPRINGWOOD QLD 4127	SPRINGWOOD QLD 4127	Telemetry and SCADA - PLC System Engineers - Consulting Engineers
CONSULTING ENGINEERS	BMT WBM Pty Ltd	Craig Witt	07 3831 6744	brisbane@bmtglobal.com	BMT/A1	PO BOX 203	SPRING HILL QLD 4004	SPRING HILL QLD 4004	Consulting Engineering Services - planning, design, process engineering, support, project management
CONSULTING ENGINEERS	Cardno (Qld) Pty Ltd	Michael Bancroft	07 4034 0500	calms@cardno.com.au	Cardno/A1	PO Box 1619	CAIRNS QLD 4870	CAIRNS QLD 4870	Consulting Engineering Services - planning, design, process engineering, support, project management
CONSULTING ENGINEERS	Flanagan Consulting Group	Greg Applin	07 4031 3199	greg@flanaganconsulting.com.au	Flanagan/A1	PO Box 5820	CAIRNS QLD 4870	CAIRNS QLD 4870	Consulting Engineers - Civil/Structural Engineers
CONSULTING ENGINEERS	GHD Pty Ltd	Jim Greateorex	07 4044 2222	jim.greateorex@ghd.com	GHD/A1	PO Box 819	CAIRNS QLD 4870	CAIRNS QLD 4870	Consulting Engineers - planning, design, process engineering, support, project management
CONSULTING ENGINEERS	Jacobs	Paul Dennis	07 4031 4599	paul.dennis@jacobs.com	Jacobs/A1	PO Box 1062	CAIRNS QLD 4870	CAIRNS QLD 4870	Consulting Engineers - planning, design, process engineering, support, project management
CONSULTING ENGINEERS	JC Engineers Pty Ltd	Brendan Nielsen	07 5635 4367	info@jce.engineering	Prices p/h incl GST Trades Person - \$176.00 Trades Person - \$154.00 Trades Assist - \$154.00	Suite 1313, Level 13, 50 Cavill Ave	SURFERS PARADISE QLD 4217	SURFERS PARADISE QLD 4217	Consulting Engineers - planning, design, process engineering, support, project management
CONSULTING ENGINEERS	Jim Papas Civil Engineering Designer Pty Ltd	Jim Papas	0408 770 394	admin@jpced.com.au	\$220 p/h incl GST	PO Box 2347	MAREEBA QLD 4880	MAREEBA QLD 4880	Consulting Engineer

CONSULTING ENGINEERS	Mindoremo Pty Ltd	Jim Foody	0438 741 766	nparc7@gmail.com	Per hr incl GST Trade Person - \$132.00 Trades Assist - \$77.00 Labourer - \$44.00	2 Victor Place	KURANDA QLD 4881	KURANDA QLD 4881	Concreting Contractors-Structural Engineers-Technical Officers-Project Managers
CONSULTING ENGINEERS	Parasyn	David Grealley	1300 285 009	David.Grealley@parasyn.com.au	Parasyn/A1	PO Box 400	CANNON HILL QLD 4170	CANNON HILL QLD 4170	Consulting Engineering
CONSULTING ENGINEERS	RPS Australia East Pty Ltd	Steve Redgwell	07 4031 1336	steve.redgwell@rpsgroup.com.au	RPS/A1	135 Abbott Street	CAIRNS QLD 4870	CAIRNS QLD 4870	Consulting Engineering
CONSULTING ENGINEERS	SMEC Australia Pty Ltd	Peter De Roma	07 4255 9800	peter.deroma@smec.com	SMEC/A1	PO Box 2551	CAIRNS QLD 4870	CAIRNS QLD 4870	Consulting Engineers
CONSULTING ENGINEERS	Stabilised Pavements of Australia Pty Ltd	Scott Young	07 3807 7600	syoung@stabilis.com.au	Price Per hour incl GST Engineer - \$209.00	67 Boundary Street	BEENLEIGH Qld 4207	BEENLEIGH Qld 4207	Consulting Engineers
CONSULTING ENGINEERS	St George Project Services	Luke St George	07 4755 4408	admin@sgps.com.au	St George/A1	PO Box 4442	KIRWIN QLD 4817	TOWNSVILLE QLD 4818	Consulting Engineering
CONSULTING ENGINEERS	Tonkin Consulting	Jo O'Brien	07 3886 1394	Jo.O'Brien@tonkin.com.au	Tonkin Consulting/A1	PO box 7161	SPRING HILL QLD 4004	SPRING HILL QLD 4004	Consulting Engineers - Transport, Hydraulic, Mechanical, Environmental, Structural, Geotechnical, Project and Contract Management, Strategic Project
CONSULTING ENGINEERS	Welcon Technologies	Ian Ribbons	07 4721 1448	ian.ribbons@welcon.com.au	Per Hour incl GST Senior Engineer - \$214.50	Unit 1, 33 Plume Street	SOUTH TOWNSVILLE QLD 4810	SOUTH TOWNSVILLE QLD 4810	Telemetry and SCADA - PLC System Engineers - Consulting Engineers
DEMOLITION	Chris Dempsey Cranes	Chris Dempsey	07 4097 7812	admin@cdcranes.com.au	Price Per Hr incl GST Trades Person - \$77.00 Trades Assist - \$71.50 Labourer - \$66.00	PO Box 856	RAVENSHOE QLD 4888	RAVENSHOE QLD 4888	Demolisher
DEMOLITION	Shane Smith Builder Pty Ltd	Shane Smith	07 4092 3619	shane.s@bigpond.net.au	Price Per Hr incl GST Trades Person - \$125.00	PO Box 1966	MAREEBA QLD 4880	MAREEBA QLD 4880	Asbestos removal
DESIGN DRAFTING	BMT WBM Pty Ltd	Craig Witt	07 3831 6744	brisbane@bmtglobal.com	BMT/A1	PO BOX 203	SPRING HILL QLD 4004	SPRING HILL QLD 4004	Consulting Engineering Services - planning, design, process engineering, support, project management
DESIGN DRAFTING	Flanagan Consulting Group	Greg Applin	07 4031 3199	greg@flanaganconsulting.com.au	Flanagan/A1	PO Box 5820	CAIRNS QLD 4870	CAIRNS QLD 4870	Design Drafting
DESIGN DRAFTING	GHD Pty Ltd	Jim Groatorex	07 4044 2212	jim.groatorex@ghd.com	GHD/A1	1st Floor, 85 Spence St	CAIRNS QLD 4870	CAIRNS QLD 4870	Design Drafting
DESIGN DRAFTING	i4Architecture Pty Ltd	Jon Larrazabal	07 4724 1944	jon@i4architecture.com.au	i4 Architecture/A1	PO Box 5377	TOWNSVILLE QLD 4810	TOWNSVILLE QLD 4810	Building Designer - Architectural Technician - Cadet Draftsperson
DESIGN DRAFTING	Jacobs Group (Australia) Pty Ltd	Paul Dennis	07 4031 4599	paul.dennis@jacobs.com	Jacobs/A1	PO Box 1062	CAIRNS QLD 4870	CAIRNS QLD 4870	Design Drafting
DESIGN DRAFTING	JC Engineers Pty Ltd	Brendan Nielsen	07 5635 4367	info@jce-engineering	Prices p/h incl GST Trades Person - \$176.00 Trades Assist - \$154.00 Trades Assist - \$154.00	Suite 1313, Level 13, 50 Cavill Ave	SURFERS PARADISE QLD 4217	SURFERS PARADISE QLD 4217	Consulting Engineers - planning, design, process engineering, support, project management
DESIGN DRAFTING	Jim Papas Civil Engineering Designer Pty Ltd	Jim Papas	0408 770 394	admin@jpced.com.au	\$220 p/h incl GST	PO Box 2347	MAREEBA QLD 4880	MAREEBA QLD 4880	Civil Engineering Design
DESIGN DRAFTING	SMEC Australia Pty Ltd	Peter De Roma	07 4255 9800	peter.deroma@smec.com	SMEC/A1	PO Box 2551	CAIRNS QLD 4870	CAIRNS QLD 4870	Design Drafting
ELECTRICAL ENGINEERING	Automation IT	Paul Munday	07 3299 3844	sales@automationit.com	Price Per hr incl GST Trades Person - \$165.00	PO Box 1166	SPRINGWOOD QLD 4127	SPRINGWOOD QLD 4127	Electrical Engineers
ELECTRICAL GENERAL & INDUSTRIAL	Austek Communications Pty Ltd	Ken Lawrence	07 4035 5544	accounts@austek.net.au	Price Per hr incl GST Trades Person - \$121.00 AH Callout - \$231.00 (min 3 hrs)	PO Box 7252	CAIRNS QLD 4870	CAIRNS QLD 4870	Electrical general
ELECTRICAL GENERAL & INDUSTRIAL	Bertoldo Electrical	Cliff Bertoldo	07 4092 5358 0438 924 269	bertold@bigpond.com.au	Price per hr incl GST Tradesperson \$82.50 Call out \$88 (min 1hr)	PO Box 622	MAREEBA QLD 4880	MAREEBA QLD 4880	Electrical general and industrial
ELECTRICAL GENERAL & INDUSTRIAL	Brad Owens Electrical	Bradley Owens	0408 764 850	brad@tnqsolarsolutions.com	Price Per hr incl GST Trades Person - \$77.00 Trades Assist - \$27.50 AH Callout - \$200.00 (min 1 hour)	PO Box 2430	MAREEBA QLD 4880	MAREEBA QLD 4880	Electrical general and industrial
ELECTRICAL GENERAL & INDUSTRIAL	Intrust Energy Solutions	Michael Gull	07 4049 2867	info@intrustgroup.com.au	Price Per Hour incl GST Trades Person - \$93.00 Trades Assist - \$66.00 Labourer - \$55.00 AH Callout - \$400.00 (min 1hr)	PO Box 15161	EDGE HILL QLD 4870	EDGE HILL QLD 4870	Electrical General
ELECTRICAL GENERAL & INDUSTRIAL	JM Switchboards	Ken Maynard	07 4035 2411	mail@jmswitchboards.com.au	Price Per Hour incl GST Trades Person - \$132.00	PO Box 5934	CAIRNS QLD 4870	CAIRNS QLD 4870	Electrical general and industrial
ELECTRICAL GENERAL & INDUSTRIAL	Mareeba Electrical Services	Anthony Fichera	07 4092 1573	mba.electrical@bigpond.com	Price Per Hour incl GST Tradesperson \$81.40 Callout \$121 min 2 hours 4th Yr Apprentice - \$70.40 3rd Yr Apprentice - \$59.40 2nd Yr Apprentice - \$48.40	5 Reynolds Street	MAREEBA QLD 4880	MAREEBA QLD 4880	Electrical - General - Electrical Industrial - Electrical Telemetry
ELECTRICAL GENERAL & INDUSTRIAL	Parasyn	David Grealley	1300 285 009	David.Grealley@parasyn.com.au	Parasyn/A1	PO Box 400	CANNON HILL QLD 4170	CANNON HILL QLD 4170	Electrical Industrial
ELECTRICAL GENERAL & INDUSTRIAL	PJ Electrical and Air Conditioning Services	Peter Christiansen	07 4053 6223	peter@pjelectrical.com.au	Price Per Hour incl GST Trades Person - \$92.40 Trades Assist - \$68.00 AH Callout - \$151.80 (min 4hrs)	PO Box 899	MANUNDA QLD 4870	MANUNDA QLD 4870	Electrical - General & Industrial - Refrigeration
EMERGENCY GEN SETS	Bertoldo Electrical	Cliff Bertoldo	07 4092 5358 0438 924 269	bertold@bigpond.net.au	Price per hr incl GST Trades Person - \$82.50	PO Box 622	MAREEBA QLD 4880	MAREEBA QLD 4880	Emergency Gen Sets
ENVIRONMENTAL ENGINEERING	BMT WBM Pty Ltd	Craig Witt	07 3831 6744	brisbane@bmtglobal.com	BMT/A1	PO BOX 203	SPRING HILL QLD 4004	SPRING HILL QLD 4004	Environmental Engineers

ENVIRONMENTAL ENGINEERING	Environment Pacific Pty Ltd	Andrew Small	0409 494 183	info@environmentpacific.com	Price p/h incl GST Professional Services - \$121.00 Vehicle - \$0.68/km	PO Box 724	EDGE HILL QLD 4870	EDGE HILL QLD 4870	Environmental Engineers
ENVIRONMENTAL ENGINEERING	GHD Pty Ltd	Jim Greateorex	07 4044 2212	jim.greateorex@ghd.com	GHD/A1	1st Floor, 85 Spence St	CAIRNS QLD 4870	CAIRNS QLD 4870	Environmental Engineers
ENVIRONMENTAL ENGINEERING	Mindoremo Pty Ltd	Jim Foody	0438 741 766	nparc7@gmail.com	Price Per hr incl GST Design & Calc Draft - \$132.00	2 Victor Place	KURANDA QLD 4881	KURANDA QLD 4881	Concreting Contractors-Structural Engineers-Technical Officers-Project Managers
FENCING	A1 Highways Pty Ltd	Ian Ruddy	0409 013 782	ian.r@a1highways.com.au	Price Per Hr incl GST Trades Person \$136 Trades Assistant \$122.00 Labourer - \$115	PO Box 559	ORMEAU QLD 4208	YATALA QLD 4207	Fencing Contractors
FENCING	Cairns Concrete Contracting Pty Ltd	Rick Gore	0407 670 688	cairnssconcretecont@bigpond.com	Prices p/h incl GST Trades Person - \$71.50 Trades Assist - \$71.50 Labourer - \$71.50	PO Box 2638	INNISFAIL QLD 4860	INNISFAIL QLD 4860	Fencing - metal and timber constructon, repairs and maintenance, temporary fencing.
FENCING	Fencing Around	Shannon Richardson	0488 570 272	info@fencing-around.com.au	Prices p/h Incl GST Trades Person - \$60.00 Labourer - \$45.00	48 Doyle Street	MAREEBA QLD 4880	MAREEBA QLD 4880	Fencing Contractors
FENCING	Shane Smith Builder Pty Ltd	Shane Smith	07 4092 3619	shane.s@bigpond.net.au	Price per hr incl. GST Tradesperson \$86.65 Trade Assist \$68.25 Labourer \$57.75	PO Box 1866	MAREEBA QLD 4880	MAREEBA QLD 4880	Asbestos removal
FLOOR RESTORATION	Mareeba Floor Covering Centre		07 4092 5466	marioghens@gmail.com	All jobs are quoted	PO Box 1370	MAREEBA QLD 4880	MAREEBA QLD 4880	Flooring/ Restoration
GARDEN MAINTENANCE	MPDT Pty Ltd	William Quaid	07 4098 8264	admin@mpdt.com.au	Tradesperson \$66.00 p/h incl GST	PO Box 349	MOSSMAN QLD 4873	MOSSMAN QLD 4873	Garden maintenance
GARDEN / TREE LOPPING	AA Taylors Tree Lopping	Dale Taylor	0400 954 595	daletaylor8@bigpond.com	Price per hr incl. GST Tree lopping Per Hr incl GST Trade Person \$77.00 Trade Assist \$55.00	9 Equestrian Drive	TOLGA QLD 4882	TOLGA QLD 4882	Tree Lopping
GARDEN / TREE LOPPING	Tree ACO Pty Ltd Trading as MPDT	Paul	07 4098 8264	sales@mpdt.com.au	Price Per Hr incl GST Trades Person - \$66.00 Trades Assist - \$55.00 Labourer - \$49.50 AH Callout - \$150.00 (min 3 hrs)	PO Box 349	MOSSMAN QLD 4873	MIALLO QLD 4873	Garden Maintenance & Tree Lopping
GAS FITTER	Origin Energy	Megan Thomas	0436 621 887	megan.thomas@originenergy.com.au	Price Per Hr incl GST Trades Person - \$99.00 AH Callout - \$189.00 (min 3hr)	85-91 Draper Street	PORTSMITH QLD 4870	PORTSMITH QLD 4870	Gas Fitter
GENERAL ENGINEERING & FABRICATION	Austek Pty Ltd	Ken Lawrence	4035 5544	accounts@austek.net.au	Price Per Hr incl GST Trades Person - \$121	PO Box 7252	CAIRNS QLD 4870	CAIRNS QLD 4870	Metal Fabrication and Welding - General requirements, metal pre-finishing, metal coating, structural steel, light steel framing, roofing, cladding, doors and hatches, partitions, metal fixtures
GENERAL ENGINEERING & FABRICATION	Chris Dempsey Cranes	Chris Dempsey	07 4097 7812	admin@cdcranes.com.au	Price Per Hr incl GST Trades Person - \$82.50 Trades Assist - \$71.50 Labourer - \$66.00 AH Callout - Normal rate + \$45 p/h (min 4 hrs)	PO Box 856	RAVENSHOE QLD 4888	RAVENSHOE QLD 4888	General Engineering and Fabrication - maintenance, design and building, general fabrication works
GENERAL ENGINEERING & FABRICATION	Homefab	Peta-Maree Broadley	07 4092 2369	peta@homefab.com.au	Quotation only	PO Box 665	MAREEBA QLD 4880	MAREEBA QLD 4880	General Engineering and Fabrication
GENERAL ENGINEERING & FABRICATION	Pumping Irrigation & Machinery Services	Ken Cummings	07 4092 1622	darryl@pumpingirrigation.com.au	Price per hr incl. GST Trades Person \$88.00 Trades Assist \$72.60 Labourer \$66.00 AH Callout - \$100.00 (min 4hrs)	8 Reynolds Street	MAREEBA QLD 4880	MAREEBA QLD 4880	Pump Supply Service and Maintenance - Plastic Welding - General Engineering - Fabrication
GEO TECHNICAL CONSULTANTS	Jacobs Group (Australia) Pty Ltd	Paul Dennis	07 4031 4599	paul.dennis@jacobs.com	Jacobs/A1	PO Box 1062	CAIRNS QLD 4870	CAIRNS QLD 4870	Geotechnical Engineers
GEOTECHNICAL ENGINEERING	GHD Pty Ltd	Jim Greateorex	07 4044 2212	jim.greateorex@ghd.com	GHD/A1	1st Floor, 85 Spence St	CAIRNS QLD 4870	CAIRNS QLD 4870	Geotechnical engineering
GEOTECHNICAL ENGINEERING	SMEC Australia Pty Ltd	Peter De Roma	07 4255 9800	peter.deroma@smec.com	SMEC/A1	PO Box 2551	CAIRNS QLD 4870	CAIRNS QLD 4870	Geotechnical engineering
GIS	BMT WBM Pty Ltd	Craig Witt	07 3831 6744	brisbane@bmtglobal.com	BMT/A1	PO Box 203	SPRING HILL QLD 4004	SPRING HILL QLD 4004	GIS mapping services
GIS	Cardno (QLD) Pty Ltd	Michael Bancroft	07 4034 0500	caims@cardno.com.au	Cardno/A1	PO Box 1619	CAIRNS QLD 4870	CAIRNS QLD 4870	GIS mapping services
GIS	Mindoremo Pty Ltd	Jim Foody	0438 741 766	nparc7@gmail.com	Price Per hr incl GST Trade Person - \$132.00 Trades Assist - \$77.00 Labourer - \$44.00	2 Victor Place	KURANDA QLD 4881	KURANDA QLD 4881	Concreting Contractors-Structural Engineers-Technical Officers-Project Managers
GIS	RPS Australia East Pty Ltd	Steve Redgwell	07 4031 1336	steve.redgwell@rpsgroup.com.au	RPS/A1	PO Box 1949	CAIRNS QLD 4870	CAIRNS QLD 4870	GIS mapping services

GIS	Stevenson GIS	Andrew Stevenson	0431 821 956	Stevenson_gis@internode.on.net	Price p/h incl GST Trades Person - \$85.00 AH Callout - \$300.00 (min 3 hrs)	23 Strathmore Court	KANIMBLA QLD 4870	KANIMBLA QLD 4870	GIS mapping services
GIS	Veris Australia Pty Ltd	Jimmy Duncan	07 4051 6722	caims@veris.com.au	Price per hr incl GST GIS - \$165 Cadastral Surveying - \$165 Engineering Surveying - \$165 QA & Plan Compliance - \$220	PO Box 687	EDGE HILL QLD 4870	EDGE HILL QLD 4870	GIS mapping services
HYDRAULIC ENGINEERING	BMT WBM Pty Ltd	Craig Witt	07 3831 6744	brisbane@bmtglobal.com	BMT/A1	PO BOX 203	SPRING HILL QLD 4004	SPRING HILL QLD 4004	Hydraulic engineering
HYDRAULIC ENGINEERING	GHD Pty Ltd	Jim Greateorex	07 4044 2212	jim.greateorex@ghd.com	GHD/A1	1st Floor, 85 Spence St	CAIRNS QLD 4870	CAIRNS QLD 4870	Hydraulic engineering
HYDRAULIC ENGINEERING	Jim Papas Civil Engineering Designer Pty Ltd	Jim Papas	0408 770 394	admin@jpced.com.au	\$220 p/h incl GST	PO Box 2347	MAREEBA QLD 4880	MAREEBA QLD 4880	Design and Documentation
HYDRAULIC ENGINEERING	Mindoremo Pty Ltd	Jim Foody	0438 741 766	nparc7@gmail.com	Price per hr incl GST Design & Calc Draft - \$132.00	2 Victor Place	KURANDA QLD 4881	KURANDA QLD 4881	Concreting Contractors-Structural Engineers-Technical Officers-Project Managers
HYDRAULIC ENGINEERING	SMEC Australia Pty Ltd	Peter De Roma	07 4255 9800	peter.deroma@smec.com	SMEC/A1	PO Box 2551	CAIRNS QLD 4870	CAIRNS QLD 4870	Hydraulic engineering
LOCATION SERVICES	Atherton Location Services	Elise Jue Sue	0419 975 928	Bronson.elise@bigpond.com	Price Per Hr incl GST Trades Person - \$93.50	PO Box 758	ATHERTON QLD 4883	TOLGA QLD 4882	Cable Location Services
LOCKSMITHS	Atherton Locksmith	Jason Butland	07 4091 1969	admin@athertonlocksmith.com.au	Price Per Hr incl GST Trade Person \$90.00	1 Robert St	ATHERTON QLD 4883	ATHERTON QLD 4883	Locksmith
MECHANICAL ENGINEERING	GHD Pty Ltd	Jim Greateorex	07 4044 2212	jim.greateorex@ghd.com	GHD/A1	1st Floor, 85 Spence St	CAIRNS QLD 4870	CAIRNS QLD 4870	Mechanical engineering
MECHANICAL ENGINEERING	SMEC Australia Pty Ltd	Peter De Roma	07 4255 9800	peter.deroma@smec.com	SMEC/A1	PO Box 2551	CAIRNS QLD 4870	CAIRNS QLD 4870	Mechanical engineering
METAL FABRICATION & WELDING	Austek Communications Pty Ltd	William Mitchell	07 4035 5544	accounts@austek.net.au	Price per hr incl GST Trades Person - \$121.00	PO Box 7252	CAIRNS QLD 4870	CAIRNS QLD 4870	Metal Fabrication and Welding
METAL FABRICATION & WELDING	Homefab	Peta-Maree Broadley	07 4092 2369	peta@homefab.com.au	Quotation only	PO Box 665	MAREEBA QLD 4880	MAREEBA QLD 4880	General Engineering and Fabrication
OUTDOOR POWER EQUIPMENT	GHD Pty Ltd	Jim Greateorex	07 4044 2212	jim.greateorex@ghd.com	GHD/A1	1st Floor, 85 Spence St	CAIRNS QLD 4870	CAIRNS QLD 4870	Outdoor power equipment with GHD Electrical
PAINTING	McClarty Painting Contractors Pty Ltd	Paul McClarty	0418 773 354	mccartypaintingcontractors@live.com.au	Per Hr incl GST Trades Person - \$77.00 Trades Assist - \$55.00 Labourer - \$45.00 AH Callout - \$99.00 (min 4hrs)	6 Alameda Close	YUNGABURRA QLD 4884	YUNGABURRA QLD 4884	Painting
PAINTING	Sader Painting Pty Ltd	Gerhard Hagen Sader	0413 660 419	saderpainting@gmail.com	Per Hr incl GST Trades Person - \$66.00	16 Oak Street	YUNGABURRA QLD 4884	YUNGABURRA QLD 4884	Painting
PEST CONTROL	Abel Services	Nicole Roy	0417 758 302 07 4092 2160	nicole@abelservices.com.au	Per hr incl GST Trades Person - \$148.50 Trades Assist - \$88.00 Labourer - \$60.00 AH Callout - \$222.00 (min 2hrs)				
PEST CONTROL	Amalgamated Pest Control	Darrell/Dean	07 4092 5500	mareeba@amalpest.com.au	Prices per hr incl GST Tradesman \$95 Trade Assist \$60 Callout \$100 p/h min 1 hour	PO Box 1291	MAREEBA QLD 4880	MAREEBA QLD 4880	Pest Control
PEST CONTROL	Rentokil Initial Pty Ltd	Felix Banda	07 4045 6000	dean.kirkwood@rentokil-initial.com	Prices per Hr incl GST General Pest - \$159.50	6/50-52 Vickers St	EDMONTON QLD 4869	EDMONTON QLD 4869	Pest Control
PLASTIC WELDING & FABRICATION	Pumping Irrigation & Machinery Services	Ken Cummings	07 4092 1622	darryl@pumpingirrigation.com.au	Price per hr incl GST Trades Person \$88.00 Trades Assist \$72.60 Labourer \$66.00 AH Callout - \$100 (min 4hrs)	8 Reynolds Street	MAREEBA QLD 4880	MAREEBA QLD 4880	Pump Supply Service and Maintenance - Plastic Welding - General Engineering - Fabrication
PLC SYSTEM ENGINEERS	360 Engineering Pty Ltd	Nick Fisher	1800 360 364	nfisher@360engineering.com.au	360/A1	433 Logan Road	STONES CORNER QLD 4120	PARKES, NSW, 2870	PLC System Engineers - Telemetry & SCADA
PLC SYSTEM ENGINEERS	Austek Pty Ltd	Ken Lawrence	4035 5544	accounts@austek.net.au	Price Per Hr incl GST Trades Person - \$148.50 AH Callout - \$231 (min 3hrs)	PO Box 7252	CAIRNS QLD 4870	CAIRNS QLD 4870	PLC System Engineers - supply, design & delivery, support & maintenance
PLC SYSTEM ENGINEERS	Automation IT	Paul Munday	07 3299 3844	sales@automationit.com	Price Per hr incl GST Trades Person - \$165.00	PO Box 1166	SPRINGWOOD QLD 4127	SPRINGWOOD QLD 4127	Telemetry and SCADA - PLC System Engineers - Consulting Engineers
PLC SYSTEM ENGINEERS	Parasyn	David Greally	1300 285 009	David.Greally@parasyn.com.au	Parasyn/A1	PO Box 400	CANNON HILL QLD 4170	CANNON HILL QLD 4170	Electrical Industrial

PLC SYSTEM ENGINEERS	Safegroup Automation Pty Ltd	Leor Karp	0447 250 379	Leor.Karp@safegroup.com.au	Price Per Hour incl GST Trades Person - \$148.50 AH Callout - \$159.50 (min 2hrs)	Office 24, Level 2 52 McDougall Street	MILTON QLD 4064	MILTON QLD 4064	Telemetry Electrical - Telemetry and SCADA - PLC System Engineers
PLC SYSTEM ENGINEERS	Welcon Technologies	Ian Ribbons	07 4721 1448	ian.ribbons@welcon.com.au	Price Per Hour incl GST Senior Engin \$214.50 Electrical Engin \$198.00 Grad Engineer \$176.00	Unit 1, 33 Plume Street	SOUTH TOWNSVILLE QLD 4810	SOUTH TOWNSVILLE QLD 4810	Telemetry and SCADA - PLC System Engineers - Consulting Engineers
PLUMBING	BJS Plumbing & Civil Contracting	Bronson Jue Sue	0419 975 928	bronson.e.jue@bigpond.com	Price per hr incl GST Trades Person \$71.50 Trades Assist \$55.00 Labourer \$49.50	PO Box 758	ATHERTON QLD 4883	ATHERTON QLD 4883	Plumbing - Roofing & Guttering
PLUMBING	BMG Plumb N Gas	Brett Greening	447887107	bmgplumbgas@outlook.com	Price per hr incl GST Trades Person \$82.50 p/h Trades Assist \$30.00 p/h Labourer \$30.00 p/h A/H Callout \$140.00 p/h	158 Hastie Rd	MAREEBA QLD 4880	MAREEBA QLD 4880	Plumbing - Gas Fitting - Roofing & Guttering
PROCESS ENGINEERING	Flanagan Consulting Group	Greg Applin	07 4031 3199	greg@flanaganconsulting.com.au	Flanagan/A1	PO Box 5820	CAIRNS QLD 4870	CAIRNS QLD 4870	Process engineering
PROCESS ENGINEERING	GHD Pty Ltd	Jim Greateorex	07 4044 2212	jim.greateorex@ghd.com	GHD/A1	1st Floor, 85 Spence St	CAIRNS QLD 4870	CAIRNS QLD 4870	Process engineering
PROCESS ENGINEERING	JC Engineers Pty Ltd	Brendan Nielsen	07 5635 4367	info@jce-engineering	Prices p/h incl GST Trades Person - \$176.00 Trades Person - \$154.00 Trades Assist - \$154.00	Suite 1313, Level 13, 50 Cavill Ave	SURFERS PARADISE QLD 4217	SURFERS PARADISE QLD 4217	Consulting Engineers - planning, design, process engineering, support, project management
PROCESS ENGINEERING	Mindoremo Pty Ltd	Jim Foody	0438 741 766	nparc7@gmail.com	Price Per hr incl GST Design & Calc Draft - \$132.00	2 Victor Place	KURANDA QLD 4881	KURANDA QLD 4881	Concreting Contractors-Structural Engineers-Technical Officers-Project Managers
PROCESS ENGINEERING	SMEC Australia Pty Ltd	Peter De Roma	07 4255 9800	peter.deroma@smec.com	SMEC/A1	PO Box 2551	CAIRNS QLD 4870	CAIRNS QLD 4870	Process engineering
PROJECT MANAGEMENT	Flanagan Consulting Group	Greg Applin	07 4031 3199	greg@flanaganconsulting.com.au	Flanagan/A1	PO Box 5820	CAIRNS QLD 4870	PORT DOUGLAS QLD 4877	Project Management
PROJECT MANAGEMENT	GHD Pty Ltd	Jim Greateorex	07 4044 2212	jim.greateorex@ghd.com	GHD/A1	1st Floor, 85 Spence St	CAIRNS QLD 4870	CAIRNS QLD 4870	Project Managers
PROJECT MANAGEMENT	JAArchitecture Pty Ltd	Jon Larrazabal	07 4724 1944	jonl@jaarchitecture.com.au	JA Architecture/A1	PO Box 5377	TOWNSVILLE QLD 4810	TOWNSVILLE QLD 4810	Project Manager/Senior
PROJECT MANAGEMENT	Jacobs Group (Australia) Pty Ltd	Paul Dennis	07 4031 4599	paul.dennis@jacobs.com	Jacobs/A1	PO Box 1062	CAIRNS QLD 4870	CAIRNS QLD 4870	Project Managers
PROJECT MANAGEMENT	JC Engineers Pty Ltd	Brendan Nielsen	07 5635 4367	info@jce-engineering	Price p/h incl GST Snr Project Mgr - \$176.00 Project Assist - \$154.00 Trades Person - \$154.00 Trades Assist - \$154.00	Suite 1313, Level 13, 50 Cavill Ave	SURFERS PARADISE QLD 4217	SURFERS PARADISE QLD 4217	Consulting Engineers - planning, design, process engineering, support, project management
PROJECT MANAGEMENT	Jim Papas Civil Engineering Designer Pty Ltd	Jim Papas	0408 770 394	admin@jpced.com.au	\$220 p/h incl GST	PO Box 2347	MAREEBA QLD 4880	MAREEBA QLD 4880	Civil Engineering
PROJECT MANAGEMENT	Mindoremo Pty Ltd	Jim Foody	0438 741 766	nparc7@gmail.com	Price Per hr incl GST Project Mgr Snr - \$132.00 Assist Project Mgr - \$88.00	2 Victor Place	KURANDA QLD 4881	KURANDA QLD 4881	Concreting Contractors-Structural Engineers-Technical Officers-Project Managers
PROJECT MANAGEMENT	SMEC Australia Pty Ltd	Peter De Roma	07 4255 9800	peter.deroma@smec.com	SMEC/A1	PO Box 2551	CAIRNS QLD 4870	CAIRNS QLD 4870	Project Management
PROJECT MANAGEMENT	St George Project Services	Luke St George	07 4755 4408	admin@sgps.com.au	St George/A1	PO Box 4442	KIRWIN QLD 4817	TOWNSVILLE QLD 4818	Project Management
PUMP SUPPLY & MAINTENANCE	Austek Pty Ltd	Ken Lawrence	4035 5544	accounts@austek.net.au	Price Per Hr incl GST Trades Person - \$221.00 Ah Callout - \$231 (min 3hrs)	PO Box 7252	CAIRNS QLD 4870	CAIRNS QLD 4870	Pump Supply Service and Maintenance
PUMP SUPPLY & MAINTENANCE	Fitt Resources Pty Ltd	Greg Fowler	1300 653 229	contact@fittresources.com.au	Price per hr incl GST Trades Person - \$140.00 Trades Assist - \$105.00 Labourer - \$95.00	27 Awaba St	LISAROW NSW 2250	USAROW NSW 2250	Pump Supply Service and Maintenance
PUMP SUPPLY & MAINTENANCE	Graeme A and Judith G Vohland	Graeme/Judith Vohland	07 4092 2916 0417 601 185	givohland@yahoo.com.au	Price per hr incl GST Trades person \$88.00 Labourer \$44 Callout min 2 hours	PO Box 437	MAREEBA QLD 4880	MAREEBA QLD 4880	Pump Supply & Maintenance
PUMP SUPPLY & MAINTENANCE	Professional Pump Services	Ces Honeyball	07 4725 6860	ces@ppsnq.com.au	Price per hr incl GST Trades Person - \$99.00	PO Box 1775	AITKENVALE QLD 4814	TOWNSVILLE Qld 4818	Pump Supply Service and Maintenance - Plastic Welding - General Engineering - Fabrication
PUMP SUPPLY & MAINTENANCE	Pumping Irrigation & Machinery Services	Ken Cummings	07 4092 1622	sales@pumpingirrigation.com.au	Price per hr incl GST Trades Person \$88.00 Trades Assist \$72.60 Labourer \$66.00 AH Callout - \$100 (min 4hrs)	8 Reynolds Street	MAREEBA QLD 4880	MAREEBA QLD 4880	Consulting Engineering - General Engineering & Fabrication - Motor Rewinding - Pump Supply Service and Maintenance

PUMP SUPPLY & MAINTENANCE	Xylem Water Solution	Nick Todeschino	0417 697 213	nick.todeschino@xyleminc.com	Price per hr incl GST Trades Person \$99.00	19-21 Elquestrio Way	TOWNSVILLE QLD 4814	TOWNSVILLE QLD 4814	Consulting Engineers - Concreters - Electrical General - Electrical Industrial - Telemetry Electrical - Telemetry and SCADA - PLC System Engineers - Pump Supply, Service and Maintenance - Supply Coarse Washed Sand and Road Base - Motor Rewinding - General Engineering and Fabrication - Construction and Maintenance
PLUMBING	BJS Plumbing & Civil Contracting		0419 975 928	bronson.e.else@bigpond.com	Price per hr incl GST Trades Person \$101.50 Trades Assnt \$85.00 Labourer \$79.50	PO Box 758	ATHERTON QLD 4883	ATHERTON QLD 4883	Roofing/Guttering
PLUMBING	BMG Plumb N Gas	Brett Greening	447887107	bmgplumbgas@outlook.com	Prices per hr incl GST Trades Person \$82.50 p/h Trades Assnt \$30.00 p/h Labourer \$30.00 p/h A/H Callout \$140.00 p/h	158 Hastie Rd	MAREEBA QLD 4880	MAREEBA QLD 4880	Plumbing - Gas Fitting - Roofing & Guttering
SEPTIC PUMPING	JJ Richards & Sons Pty Ltd	Don Thomason	07 4051 0855	tendering@jjrichards.com.au	JJ Richards/A1	PO Box 6735	CAIRNS QLD 4870	CAIRNS QLD 4870	Septic Pumping
SIGN WRITERS & GLAZING	Armsign Pty Ltd	Brad Ambridge	02 6625 1122	sales@armsign.com.au	Price Per Hr incl GST Graphic Designer - \$160 (remote costs, no mileage included) Digital Designer - \$193.00 On-site Installation - \$72.00	PO Box 7003	LISMORE HEIGHTS NSW 2480	GOONELLABAH NSW 2480	Glazing
STRUCTURAL ENGINEERING	GHD Pty Ltd	Jim Greateorex	07 4044 2212	jim.greateorex@ghd.com	GHD/A1	1st Floor, 85 Spence St	CAIRNS QLD 4870	CAIRNS QLD 4870	Structural engineering
STRUCTURAL ENGINEERING	Jacobs Group (Australia) Pty Ltd	Paul Dennis	07 4031 4599	paul.dennis@jacobs.com	Jacobs/A1	PO Box 1062	CAIRNS QLD 4870	CAIRNS QLD 4870	Structural engineering
STRUCTURAL ENGINEERING	JC Engineers Pty Ltd	Brendan Nielsen	07 5635 4367	info@jce-engineering	Prices p/h incl GST Structural Engineer - \$154.00	Suite 1313, Level 13, 50 Cavill Ave	SURFERS PARADISE QLD 4217	SURFERS PARADISE QLD 4217	Structural engineering
SURVEY	Bass Surveying Pty Ltd	Robert Bass	07 4039 2603	rbass@internode.on.net	Price p/h incl GST Cadastral Surveyor - \$181.50 Eng Surveyor Reg - \$159.50 Assistant - \$44.00 Draftsperson - \$88.00 Clerical - \$44.00	11 Jade Crescent, Lake Placid	CAIRNS QLD 4870	CAIRNS QLD 4870	Survey
SURVEY	Cardno (QLD) Pty Ltd	Michael Bancroft	07 4034 0500	caims@cardno.com.au	Cardno/A1	PO Box 1619	CAIRNS QLD 4870	CAIRNS QLD 4870	Survey
SURVEY	Mindoremo Pty Ltd	Jim Foody	0438 741 766	nparc7@gmail.com	Price per hr incl GST Construction Setout - \$165 As Constructed - \$165.00 Cadastral - \$209.00	2 Victor Place	KURANDA QLD 4881	KURANDA QLD 4881	Survey
SURVEY	RPS Australia East Pty Ltd	Steve Redgwell	07 4031 1336	steve.redgwell@rpsgroup.com.au	RPS/A1	PO Box 1949	CAIRNS QLD 4870	CAIRNS QLD 4870	Survey
SURVEY	Veris Australia Pty Ltd	Jimmy Duncan	07 4051 6722	caims@veris.com.au	Price p/h incl GST Cadastral Surveying - \$165 Design Drafters - \$99 Engineering Surveying - \$165 Quality Assurance & Plan Compliance - \$220	PO Box 687	EDGE HILL QLD 4870	EDGE HILL QLD 4870	Survey
TECHNICAL OFFICER	GHD Pty Ltd	Jim Greateorex	07 4044 2212	jim.greateorex@ghd.com	GHD/A1	1st Floor, 85 Spence St	CAIRNS QLD 4870	CAIRNS QLD 4870	Technical Officers
TECHNICAL OFFICER	Jacobs Group (Australia) Pty Ltd	Paul Dennis	07 4031 4599	paul.dennis@jacobs.com	Jacobs/A1	PO Box 1062	CAIRNS QLD 4870	CAIRNS QLD 4870	Concreting Contractors-Structural Engineers-Technical Officers-Project Managers
TECHNICAL OFFICER	SMEC Australia Pty Ltd	Peter De Roma	07 4255 9800	peter.deroma@smec.com	SMEC/A1	PO Box 2551	CAIRNS QLD 4870	CAIRNS QLD 4870	Technical Officers
TECHNICAL OFFICER	Stevenson GIS	Andrew Stevenson	0431 821 956	stevenson_gis@internode.on.net	Price per hr incl GST Trades Person - \$85.00 A/H Callout - \$300.00 (3hrs minimum)	23 Strathmore Court	MOOROOBOOL QLD 4870	CAIRNS QLD 4870	Technical investigations - rural roads, highways, urban streets and intersections - stormwater drainage - water and wastewater - public utilities - road safety auditing - road signage
TECHNICAL OFFICER	St George Project Services	Luke St George	07 4755 4408	admin@sgps.com.au	St George/A1	PO Box 4442	XIRWIN QLD 4817	TOWNSVILLE QLD 4818	Architectural Technicians
TELEMETRY ELECTRICAL	Austek Pty Ltd	Ken Lawrence	4035 5544	accounts@austek.net.au	Price Per Hr incl GST Trades Person - \$121.00 A/h Callout - \$231 (min 3hrs)	PO Box 7252	CAIRNS QLD 4870	CAIRNS QLD 4870	Telemetry Electrical
TELEMETRY ELECTRICAL	JM Switchboards	Ken Maynard	07 4035 2411	mail@jmswitchboards.com.au	Per Hour incl GST Trades Person - \$132.00	PO Box 5934	CAIRNS QLD 4870	CAIRNS QLD 4870	Telemetry Electrical
TELEMETRY ELECTRICAL	Mareeba Electrical Services	Anthony Fichera	07 4092 1573	mba.electrical@bigpond.com	Price Per Hour incl GST Tradesperson \$81.40 Callout \$121 min 2 hours 4th Yr Apprentice - \$70.40 3rd Yr Apprentice - \$59.40 2nd Yr Apprentice - \$48.40	5 Reynolds Street	MAREEBA QLD 4880	MAREEBA QLD 4880	Telemetry Electrical
TELEMETRY ELECTRICAL	Parasyn	David Grealley	1300 285 009	David.Grealley@parasyn.com.au	Parasyn/A1	PO Box 400	CANNON HILL QLD 4170	CANNON HILL QLD 4170	Telemetry Electrical

TELEMETRY ELECTRICAL	PJ Electrical and Air Conditioning Services	Peter Christiansen	07 4053 6223	peter@pjelectrical.com.au	Price Per Hour incl GST Trades Person - \$92.40 AH Callout - \$151.80 (min 4hrs)	PO Box 899	MANUNDA QLD 4870	MANUNDA QLD 4870	Telemetry Electrical
TELEMETRY ELECTRICAL	Safegroup Automation Pty Ltd	Leor Karp	0447 250 379	Leor.Karp@safegroup.com.au	Price Per Hour incl GST Trades Person - \$148.50 AH Callout - \$159.50 (min 2hrs)	Office 24, Level 2 52 McDougall Street	MILTON QLD 4064	MILTON QLD 4064	Telemetry Electrical
TELEMETRY & SCADA	Austek Pty Ltd	Ken Lawrence	4035 5544	accounts@austek.net.au	Price Per Hr incl GST Trades Person - \$148.50 Ah Callout - \$231 (min 3hrs)	PO Box 7252	CAIRNS QLD 4870	CAIRNS QLD 4870	Telemetry and SCADA - Telemetry Electrical
TELEMETRY & SCADA	Automation IT	Paul Munday	07 3299 3844	sales@automationit.com	Price per hr incl GST Trades Person - \$165.00 AH Callout - \$198.00 (min 4hrs)	PO Box 1166	SPRINGWOOD QLD 4127	SPRINGWOOD QLD 4127	Telemetry and SCADA - Telemetry Electrical
TELEMETRY & SCADA	Parasyn	David Grealley	1300 285 009	David.Grealley@parasyn.com.au	Parasyn A1 Per Hour incl GST Trades Person - \$148.50 AH Callout - \$159.50 (min 2hrs)	PO Box 400	CANNON HILL QLD 4170	CANNON HILL QLD 4170	Telemetry and SCADA
TELEMETRY & SCADA	Safegroup Automation Pty Ltd	Leor Karp	0447 250 379	Leor.Karp@safegroup.com.au	Per Hour incl GST Trades Person - \$148.50 AH Callout - \$159.50 (min 2hrs)	Office 24, Level 2 52 McDougall Street	MILTON QLD 4064	MILTON QLD 4064	Telemetry and SCADA
TELEMETRY & SCADA	SCADA Engineering Pty Ltd	David Thomas	0401 512 824	david@scadaeng.com.au	Price p/h incl GST Trades Person - Off Site (Remote) \$99.00 Trades Person - On Site \$143.00 Trades Assist - Off Site (Remote) \$88.00 Trades Assist - On Site \$132.00 AH Callout - \$110.00 (min 1hr)	65 Scribbly Gum Court	NEW BEITH QLD 4124	NEW BEITH QLD 4124	Telemetry and SCADA - PLC System Engineers - Consulting Engineers
TELEMETRY & SCADA	Welcon Technologies	Ian Ribbons	07 4721 1448	ian.ribbons@welcon.com.au	Price Per Hour incl GST Senior Engin \$203.50 Electrical Engin \$170.50 Grad Engineer \$148.50	Unit 1, 33 Plume Street	SOUTH TOWNSVILLE QLD 4810	SOUTH TOWNSVILLE QLD 4810	Pump Supply and Maintenance - Electrical - Telemetry
TIING & PAVING	Cairns Concrete Contractors Pty Ltd	Rick Gore	0407 670 688	cairnssconcretecont@bigpond.com	Price per hr incl GST Trades Person - \$71.50 Trades Assist - \$71.50 Labourer - \$71.50	PO Box 2638	INNISFAIL QLD 4860	INNISFAIL QLD 4860	Asbestos removal
TIING & PAVING	Shane Smith Builder Pty Ltd	Shane Smith	07 4092 3619	shane.s@bigpond.net.au	Price per hr incl GST Tradesperson \$86.65 Trade Assist \$68.25 Labourer \$57.75	PO Box 1966	MAREEBA QLD 4880	MAREEBA QLD 4880	Asbestos removal
TREE LOPPERS	Taylor's Treelopping Pty Ltd	Dale Taylor	07 4095 4595	aataylorstreelopping@outlook.com	Prices p/h incl GST Trades Person - \$89.00 Trades Assist - \$77.00 A/H Callout - \$440.00 (min 4hrs)	PO Box 375	TOLGA QLD 4882	TOLGA QLD 4882	Tree Loppers
WASTE REMOVAL	JJ Richards & Sons Pty Ltd	David Colvin	07 4051 0855	tendering@jrichards.com.au	JJ Richards A1	PO Box 6735	CAIRNS QLD 4870	CAIRNS QLD 4870	Waste Removal
WASTE TRANSPORT & REMOVAL	JJ Richards & Sons Pty Ltd	David Colvin	07 4051 0855	tendering@jrichards.com.au	JJ Richards A1	PO Box 6735	CAIRNS QLD 4870	CAIRNS QLD 4870	Asbestos removal
WASTE TRANSPORT & REMOVAL	Shane Smith Builder Pty Ltd	Shane Smith	07 4092 3619	shane.s@bigpond.net.au	Tradesperson \$86.65 p/h incl GST	PO Box 1966	MAREEBA QLD 4880	MAREEBA QLD 4880	Asbestos removal
WATERPROOFING	Fitt Resources Pty Ltd	Greg Fowler	1300 653 229	contact@fittresources.com.au	Price Per Hr incl GST Trades Person - \$140 Trades Assist - \$105 Labourer - \$95	27 Awaba St	LISAROW NSW 2250	USAROW NSW 2250	Waterproofing/Sealing
WATERPROOFING	Shane Smith Builder Pty Ltd	Shane Smith	07 4092 3619	shane.s@bigpond.net.au	Price per hr incl GST Tradesperson \$86.65 Trade Assist \$68.25	PO Box 1966	MAREEBA QLD 4880	MAREEBA QLD 4880	Waterproofing/Sealing

9.2 EOI-MSC2019-01 PANEL OF PREFERRED PROVIDERS, OCCASIONAL PLANT HIRE 2019/2020

Date Prepared: 10 May 2019
Author: Senior Fleet Coordinator
Attachments: 1. Contractor List [↓](#)
2. EOI Zone Map [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to recommend Council empanel contractors to its Occasional Plant Hire EOI-MSC2019-01 for the 2019/20 financial year.

Council undertook Expressions of Interest for the Panel of Preferred Providers, Occasional Plant Hire 2019/20. The Expression of Interest closed 11:00am Tuesday, 19 March 2019.

RECOMMENDATION

That Council empanels the contractors listed in the documentation attached to this report for the purpose of providing preferred providers under EOI-MSC2019-01 Occasional Plant Hire for the 2019/20 financial year.

BACKGROUND

The expression of interest for Panel of Preferred Providers, Occasional Plant Hire 2019/2020 closed at 11:00am Tuesday, 19 March 2019. Council received 101 submissions.

Included with the report is a list of contractor names that are recommended to be empanelled as suitable providers under the terms and conditions of the Expression of Interest (EOI) documentation.

In accordance with Section 231 of the *Local Government Regulation 2012* titled "Exception for contractor on approved contractor list", Council is required to empanel the applicants that Council deems to be suitable providers for provision of occasional plant hire.

Only those contractors who are listed in the panel of suitable suppliers can be used for the purpose of providing occasional plant hire. This does not exclude other contractors from being engaged on a job by job basis should empanelled contractors not be available, provided they have been engaged under the conditions and provisions of Council's Procurement Policy.

Local Supplier

The definition of local suppliers must comply with the definition adopted by Council in Council's Procurement Policy and which:

- i. *is beneficially owned by persons who are residents or ratepayers in the Mareeba Shire Council; or*
- ii. *has its principal place of business/registered office within the Mareeba Shire Council; or*
- iii. *Otherwise has a place of business within the Mareeba Shire Council which solely or primarily employs persons who are residents or ratepayers of the Shire.*

Further to the definition in Council's Procurement Policy, a "local supplier" for the purpose of the EOI is a supplier nearest to the township where the goods or services are required. Both local and non-local suppliers are included in the panel of suitable providers. However, when considering a non-local supplier, a 10% margin is proposed to be applied for the purpose of assessment in accordance with Council's Procurement Policy.

A detailed listing of names and addresses of contractors and zone map are attached.

RISK IMPLICATIONS

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Procurement Policy

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil

Operating

To ensure cost effective selection of contractors to undertake occasional work for Council

LINK TO CORPORATE PLAN

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

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

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

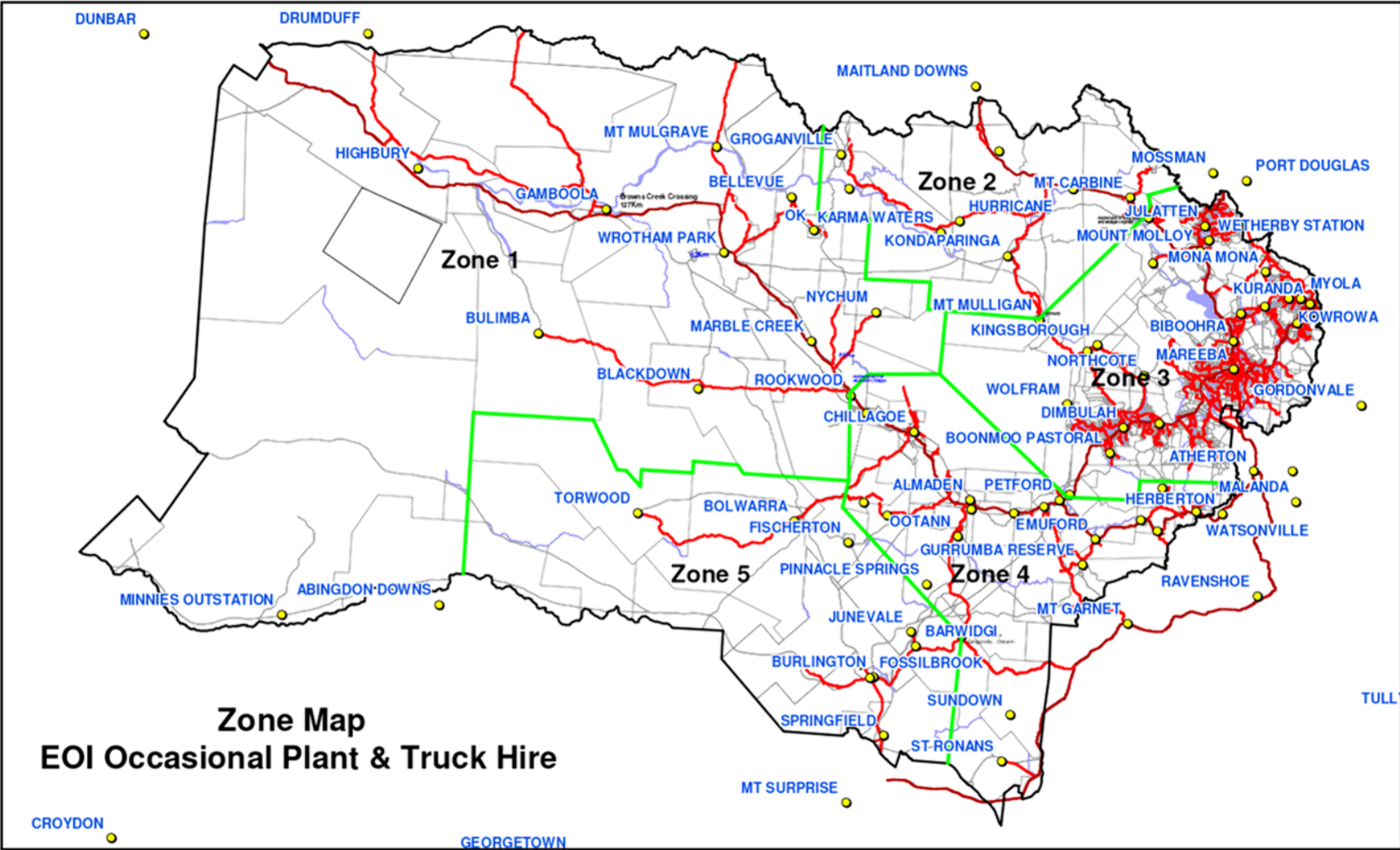
IMPLEMENTATION/COMMUNICATION

The empanelled list of contractors will be notified in writing.

Business Name	Contact Person	Postal Address	Town
AA Taylors Treelopping	Luke Taylor	PO Box 375	TOLGA QLD 4882
AC & KL Pedersen	Alan Pedersen	PO Box 2	MT MOLLOY QLD 4871
ALJ & CA Evans	Allan (Tom) Evans	PO Box 101	MAREEBA QLD 4880
Arkey Haulage Pty Ltd	Steven Arkey	PO Box 2331	MAREEBA QLD 4880
Atherton Location Services	Bronson Jue Sue	PO Box 758	ATHERTON QLD 4883
Aussie Drill Kings Pty Ltd	Devan Russell	PO Box 232	NORTH CAIRNS QLD 4870
B & L Dozer Hire	Bryan & Lenore Rains	PO Box 1910	MAREEBA QLD 4880
B & S Wilson Earthmoving	Steven Wilson	PO Box 2449	MAREEBA QLD 4880
B and C Machinery	Brenton Apps	PO Box 1801	MAREEBA QLD 4880
Bend n Hire	Steve Meyer	PO Box 574	TOLGA QLD 4882
BJS Plumbing & Civil Contracting	Bronson Jue Sue	PO Box 758	ATHERTON QLD 4883
Bono's Excavations	Dennis Bonadio	PO Box 1390	ATHERTON QLD 4883
Bubu Excavations Pty Ltd	Raymond Baird (Boydie)	PO Box 767	MOSSMAN QLD 4873
Cairns Concrete Contractors Pty Ltd	Rick Gore	PO Box 2638	INNISFAIL QLD 4860
Cairns Mulch	Anthony Panebianco	PO Box 100	BABINDA QLD 4861
CCJ Developments Pty Ltd	Curtis Cavill-Jones	12 Feathertop Close	SMITHFIELD QLD 4878
Chris Dempsey Cranes	Dan Wall	PO Box 856	RAVENSHOE QLD 4888
Civil Teknix Pty Ltd	Brett Dempsey	PO Box 47	RAVENSHOE QLD 4888
Coates Hire Operations Pty Ltd	Brad Smith	100 Cook Street	PORTSMITH QLD 4870
D & D Backhoe Hire	Dale Peebles	PO Box 1341	MAREEBA QLD 4880
Dale Mattsson Backhoe Hire	Dale Mattsson	219 Palm Valley Road	KOAH QLD 4881
Darren Holloway	Darren Holloway	PO Box 170	MAREEBA QLD 4880
Davis Transport Pty Ltd	Geoff Davis	PO Box 39	MAREEBA QLD 4880
DJ & DS McLean	Des McLean	PO Box 701	GORDONVALE QLD 4865
Doug McCormack Pty Ltd	Doug McCormack	PO Box 179	MOSSMAN QLD 4873
Dun-Movin Earthworks	Kathy Campbell	PO Box 690	RAVENSHOE QLD 4888
Edmonds Transport	Anthony Edmonds	PO Box 104	MT MOLLOY QLD 4871
Elite Earthmoving Machinery Training Services NQ Pty Ltd	Brett Portelli	PO Box 72	DIMBULAH QLD 4872
Erroll Fitzgerald	Erroll & Renae Fitzgerald	PO Box 109	RAVENSHOE QLD 4888
Far North Towing Pty Ltd	Lenny Grasso	PO Box 589	MAREEBA QLD 4880
Far Northern Concrete Pumping	Luke Gray	PO Box 416	MAREEBA QLD 4880
FGF Bitumen Pty Ltd	Sonny Samuel	PO Box 6665	CAIRNS QLD 4870
FGF Developments Pty Ltd	Brendan Rogina	PO Box 6665	CAIRNS QLD 4870
Firecraft Environmental Pty Ltd	Jackie McLeod	39 Propeller Court	TRINITY BEACH QLD 4879
Flexihire Pty Ltd	Roman Lakomy	PO Box 267	CAIRNS QLD 4870
FNQ Cable Locators Pty Ltd	Ross Clarke	2 Currawong Avenue	YUNGABURRA QLD 4884
George Allan Fitzgerald	George Fitzgerald	Lot 1 Petersen Road	INNOT HOT SPRINGS QLD 4872
GGs Watercarts	Gavin Smith	PO Box 1282	MAREEBA QLD 4880
Gordon W Rasmussen	Gordon Rasmussen	PO Box 222	MT MOLLOY QLD 4871
Gosper Slashing & Mowing	Eric Gosper	PO Box 944	MAREEBA QLD 4880
Gregg Construction Pty Ltd	Ken Gregg	PO Box 186	MAREEBA QLD 4880
Gus Cerasani & Son Engineering	Gus Cerasani	60 Royes Street	MAREEBA QLD 4880
Harry's Backhoe Hire Pty Ltd	John Harron	15636 Kennedy Highway MS415	MT GARNET QLD 4872

Business Name	Contact Person	Postal Address	Town
Hastings Deering (Australia) Ltd	Russell Hockings	PO Box 942	CAIRNS QLD 4870
HEH Civil Pty Ltd	Chris Bird	PO Box 407	BUNGALOW QLD 4870
HMBT Pty Ltd	Bruce Craven	PO Box 132	MAREEBA QLD 4880
Hockey Machinery Sales Pty Ltd	Lyndon Hockey	PO Box 906	CAIRNS QLD 4870
Hydro-Vac Excavations FNQ	Denise Day	PO Box 65	TRINITY BEACH QLD 4879
Ironbark Holdings Pty Ltd	Gavin Lynch	1832 Mossman-Mt Molloy Road	MT MOLLOY QLD 4871
J A Slashing	Joseph Agius	PO Box 43	REDLYNCH QLD 4870
J Miles Earthmoving	Jim & Susan Miles	PO Box 5	EINASLEIGH QLD 4871
JC & DK Simpson	John & Kay Simpson	PO Box 53	CHILLAGOE QLD 4871
KBN Holdings	Vincent Bowyer & Wendy Kozicka	PMB 6	CAIRNS MC QLD 4871
King Hire & Trailers	Jason King	160 Hillview Crescent	WHITFIELD QLD 4870
KSTAT Earthmoving	Karyl Struber	PO Box 49	CHILLAGOE QLD 4871
Kuranda Landscape Supplies & Raw Materials	Warren Green	PO Box 177	KURANDA QLD 4881
L & C Bensted Slashing	Locky Bensted	PO Box 573	MAREEBA QLD 4880
M & C Zillfleisch	Michael Zillfleisch	R/N 9 Sides Road	JULATTEN QLD 4871
Mareeba Concrete Company	Steve Weir	PO Box 890	MAREEBA QLD 4880
Mareeba Crane Hire	Dale Peebles	PO Box 1341	MAREEBA QLD 4880
Mareeba Mowing & Slashing	Janelle Smithwick	PO Box 2339	MAREEBA QLD 4880
Mareeba Truck & Backhoe Hire	Timothy Perkins	PO Box 345	MAREEBA QLD 4880
Marrin Pty Ltd	Ron Jack	PO Box 760	MOSSMAN QLD 4873
MDB Excavations	Michael Brook	1985 Kennedy Highway	SPEEWAH QLD 4881
MDG Earthmoving Pty Ltd	Maurice Giddings	PO Box 90	RAVENSHOE QLD 4888
Mt Mulgrave Pastoral Co.	Luke Kingsley	PMB 59	CAIRNS QLD 4870
Nastana Pty Ltd	Troy Battle	521 Merragallan Road	MALANDA QLD 4885
North Oz Construction Pty Ltd	Taison Brind-House	PO Box 132	YUNGABURRA QLD 4884
North West Services Pty Ltd	Luke Purvis	PO Box 838	PROSERPINE QLD 4800
NQ Earthworks	Mark Bishop	PO Box 1147	MAREEBA QLD 4880
Oakdare Holdings Pty Ltd	Jake Loveday	PO Box 1120	MOSSMAN QLD 4873
Oz Earthmoving Pty Ltd	Leigh & Michelle Vohland	PO Box 1344	WALKAMIN QLD 4872
Paul Jennings	Paul Jennings	PO Box 600	MAREEBA QLD 4880
PF & PL Arkey	Paul Arkey	PO Box 1854	MAREEBA QLD 4880
PJ Porter & S De Vecchi	Phillip Porter & Shirley De Vecchi	PO Box 317	ALMADEN QLD 4871
Puma Earthmoving Plant Hire Pty Ltd	Luke Purvis	PO Box 838	PROSERPINE QLD 4800
RAKS Earthmoving	Ron Petersen	PO Box 1001	WALKAMIN QLD 4872
RC & KR Mahoney	Russell & Karen Mahoney	PO Box 229	MALANDA QLD 4885
Redline Earthmovers	Joshua Armstrong	PO Box 1776	MAREEBA QLD 4880
Richwater Holdings Pty Ltd	Steve & Blake Daniel	PO Box 542	RAVENSHOE QLD 4888
Robinson Civil Constructions FNQ Pty Ltd	Caytlyn Mead	PO Box 271	HERBERTON QLD 4887
S & K Civil Contracting	Sam & Karen Trimble	PO Box 624	ATHERTON QLD 4883
SG & S Ahlers	Stephen Ahlers	PMB Lakeland	CAIRNS MC QLD 4871
Shane Simpson	Shane Simpson	PO Box 14	CHILLAGOE QLD 4871
SO & KG Chatfield	Scott Chatfield	5 Norman Street	RAVENSHOE QLD 4888
Sparky's Mini Excavator Truck & Bobcat Hire	Alan Gane (Sparky)	1990 Mossman Mount Molloy Road	JULATTEN QLD 4871

[illegible]



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Scale 1cm = (???? m or km) at A4
Map Grid of Australia Zone 55 (GDA94)



9.3 TMSC2019-13 REPLACEMENT OF POOL WATER TREATMENT INFRASTRUCTURE AT THE MAREEBA AND DIMBULAH SWIMMING POOLS

Date Prepared: 7 June 2019

Author: Manager Technical Services

Attachments: Nil

EXECUTIVE SUMMARY

Tenders have been invited for TMSC2019-13 Replacement of Pool Water Treatment Infrastructure at the Mareeba and Dimbulah Swimming Pools and tenders close on 11 June 2019.

To ensure long lead time materials under this tender can be delivered on prior to re-opening of the pool following the winter closures, Council will need to award the work by mid-June 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 and 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 TMSC2019-13 Replacement of Pool Water Treatment Infrastructure at the Mareeba and Dimbulah Swimming Pools, after consultation with Councillors.

BACKGROUND

Mareeba Shire Council operates the Mareeba and Dimbulah swimming pools in conjunction with lessees for the benefit of residents. The existing pool water treatment infrastructure have been in operation for approximately fifty (50) years and condition inspections undertaken by Council have confirmed that they have reached the end of their functional life.

The Queensland Government has awarded Council partial funding under the 'Get Playing Places & Spaces' program, to assist with delivery of the Dimbulah Facility Project, as well as full funding under 'Works for Queensland' for the Mareeba Facility Project.

The Mareeba facility incorporates a 50m x 14m wide, 6 lane main pool and a 12m x 9m wading pool. The main pool is covered by a retractable shade cloth while the wading pool has a fixed shade sail. Currently, both pools are serviced by independent filtration systems.

The Dimbulah facility incorporates a 50m x 14m wide, 6 lane main pool and a 12m x 7m wading pool. The wading pool is partially covered by a shade sail. Both pools are serviced by a single filtration system.

At time of preparing this report, both facilities have been closed to the public in line with the Winter Closure period. The Dimbulah facility is planned to be reopened to the public 1st September 2019, and the Mareeba Facility 1st August 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 various 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, which will enable the contract to be awarded in Mid-June 2019.

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

As a condition of both the Queensland Governments 'Get Playing Places and Spaces' & 'Works for Queensland' programs, Council are to ensure all legislative and procurement processes are adhered to. The recommendation proposed will ensure compliance with relevant procurement standards is achieved.

Infrastructure and Assets

The filtration systems for both the Mareeba and Dimbulah facilities have reached the end of their functional life and require replacement prior to the facilities being reopened after winter.

Health and Safety

The replacement Filtration Systems will achieve (at minimum) current health standards, as required by 'Queensland Health Swimming and Spa Pool Water Quality and Operational Guidelines (October 2004)'.

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

Renewal of the Mareeba Facilities, Pool Water Treatment Infrastructure, is being funded through Queensland Government's Work for Queensland Program, while replacement of the Dimbulah Facilities, Pool Water Treatment Infrastructure is being jointly funded through the Queensland Government's, 'Get Playing Places and Spaces' program and Council Revenue.

Is the expenditure noted above included in the current budget?

Yes.

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 and finalise the Contract after consultation with Councillors. It is proposed to ratify this decision at Council's Ordinary Meeting in July 2019.

9.4 PROPOSED EXTENSION OF TMSC2018-15 REGIONAL BITUMEN RESEALS DELIVERY CONTRACT 2019/20 PROGRAM

Date Prepared: 10 June 2019

Author: Manager Technical Services

Attachments: 1. 2019/20 Bitumen Reseals Program - Preliminary [↓](#)

EXECUTIVE SUMMARY

Council participates in a regional procurement arrangement involving the Far North Queensland Regional Organisation of Councils (FNQROC) members for the delivery of its annual Bitumen Reseals Program.

FGF Bitumen Pty Ltd was awarded the 2017/18 Regional Bitumen Reseals contract, which included an option for Councils to extend for a further two x 12-month periods at their discretion. Following FGF's successful delivery of both the 2017/18 and 2018/19 Bitumen Reseal Programs the FNQROC Steering Committee invited FGF to submit a quotation for delivery of the 2019/20 program, attached for consideration.

This report recommends the revised FGF Bitumen Pty Ltd submission is accepted and their contract extended for delivery of the 2019/20 Regional Bitumen Reseals Program.

RECOMMENDATION

That Council awards an extension of Contract TMSC2018-15 for delivery of the 2019/20 Regional Bitumen Reseals Program to FGF Bitumen Pty Ltd indicative of the quoted delivery rates applied to the Council works program valued at an estimated contract amount of \$767,222.70 (inclusive GST).

BACKGROUND

Mareeba Shire Council's budget for its combined 2019/20 bitumen reseals and asphalt overlay programme is \$1.25 million. Council undertakes its annual bitumen reseal program in order to maintain its road infrastructure to a suitable standard and extend the life of the existing sealed road network.

In the past six (6) years the bitumen reseal program has been delivered under a collective procurement arrangement coordinated by FNQROC. This collective arrangement enables participating member Councils to achieve economy-of-sale price benefits and eliminates the risk of individual Councils competing against each other for limited supplier resources, providing a degree of assurance that works are completed in accordance to agreed timeframes.

FGF Bitumen Pty Ltd were invited to provide a quote to deliver the 2019/20 Program (refer attachment). The FNQROC Steering Committee carried out a comparative assessment of the revised FGF rates and recommend that FGF Bitumen are again awarded a contract extension (3rd year) as they continue to offer good value for money and provide effective delivery of the various Councils Bitumen Reseals Programs.

Quotes were requested on behalf of the following member Councils:

- Cairns Regional Council
- Cassowary Coast Regional Council
- Hope Vale Aboriginal Shire Council
- Hinchinbrook Shire Council
- Mareeba Shire Council
- Tablelands Regional Council

The Request for Quotation was sent to FGF Bitumen through FNQROC on Monday 1 April 2019, with the subsequent quote received on 3 May 2019. This quotation provides for an amended schedule of rates to deliver the works, in line with Conditions of Contract specified in the 2017/18 Contract.

FGF Bitumen Pty Ltd have been recommended as they provided the most competitive (value for money) submission overall in 2017/18. While they did not provide the lowest quote, their evaluation score for the non-price criteria was the highest and they provided the second-best value for money price for the region overall. FNQROC in consultation with member Council representatives consider that the 2019/20 offer still represents good value for money for Councils overall.

FGF Bitumen are a local supplier with a reputation for professional service and a proven track record for providing a high-quality standard of delivery. While the delivery rates and overall price per square metre has increased progressively, 2017/18 to 2019/20, it should be noted that the price of bitumen has also increased relatively proportionately, over the past 12 months.

The reseals contract is subject to adjustment accounting for the rise and fall in the Australian wholesale market price of bitumen. Due to the extended timeframes for the delivery of the regional program any significant price fluctuations are also shared between participating Councils on a pro-rata basis.

It is intended to invite tenders from the wider market through FNQROC by calling new tenders for the delivery of the 2020/21 Regional Bitumen Reseal Program.

RISK IMPLICATIONS

Financial

The contract requires the Contractor to provide copies of relevant insurances, certificates of currency and operate in accordance with quality assurance specifications.

Health and Safety

The contractor is required to provide an integrated WH&S and Environmental Management Plan.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Council's Procurement Policy

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Works are undertaken as a component of the 2019/20 Reseals Bitumen and Asphalt Programs with a combined budget of \$1.25 million exclusive GST.

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.

IMPLEMENTATION/COMMUNICATION

While FNQROC administer procurement and delivery of the reseal program each participating Council will be required to enter into individual contracts with FGF Bitumen Pty Ltd.

2019-20 Reseal Programme_DRAFT FNQROC Procurement

Asset Number	Road Name	Reference point	Locality	Seal Condition	Inspection Date	80/20 Condition	Start Chainage	End Chainage	Length	Width	Area	Reseal Type
RD-001627	Euluma Creek Road	Mossman - Mt Molloy Rd (Nth End)	Julatten	1	21/03/2013	1	39	477	438	7.0	3,066.0	14-7mm lock
RD-028300	Euluma Creek Road	Mossman - Mt Molloy Rd (Nth End)	Julatten	2.6	21/03/2013	2.6	477	539	62	6.6	409.2	14-7mm lock
RD-001628	Euluma Creek Road	Mossman - Mt Molloy Rd (Nth End)	Julatten	2.1	21/03/2013	2.1	539	765	226	6.6	1,491.6	14-7mm lock
RD-001629	Euluma Creek Road	Mossman - Mt Molloy Rd (Nth End)	Julatten	2	21/03/2013	2	765	1282	517	8.0	4,136.0	14-7mm lock
RD-001630	Euluma Creek Road	Mossman - Mt Molloy Rd (Nth End)	Julatten	1	21/03/2013	1	1282	1314	32	9.0	288.0	14-7mm lock
RD-028301	Euluma Creek Road	Mossman - Mt Molloy Rd (Nth End)	Julatten	1	21/03/2013	1	1314	1394	80	7.4	592.0	14-7mm lock
RD-028302	Euluma Creek Road	Mossman - Mt Molloy Rd (Nth End)	Julatten	1.6	21/03/2013	1.6	1394	1560	166	6.6	1,095.6	14-7mm lock
RD-028303	Euluma Creek Road	Mossman - Mt Molloy Rd (Nth End)	Julatten	1.6	21/03/2013	1.6	1560	1652	92	7.4	680.8	14-7mm lock
RD-028304	Euluma Creek Road	Mossman - Mt Molloy Rd (Nth End)	Julatten	1.6	21/03/2013	1.6	1652	2340	688	7.0	4,816.0	14-7mm lock
RD-001631	Euluma Creek Road	Mossman - Mt Molloy Rd (Nth End)	Julatten	2.8	21/03/2013	0.5	2400	2438	38	7.0	266.0	14-7mm lock
RD-028306	Euluma Creek Road	Mossman - Mt Molloy Rd (Nth End)	Julatten	1	21/03/2013	0.5	2438	2598	160	7.0	1,120.0	14-7mm lock
RD-002813	Koah Road	Kennedy Hwy	Koah	2.3	12/03/2013	2.3	60	93	33	6.3	207.9	14-7mm lock
RD-028782	Koah Road	Kennedy Hwy	Koah	1	12/03/2013	1	93	143	50	7.1	355.0	14-7mm lock
RD-028783	Koah Road	Kennedy Hwy	Koah	2.6	12/03/2013	2.6	143	971	828	6.5	5,348.9	14-7mm lock
RD-002814	Koah Road	Kennedy Hwy	Koah	2.6	12/03/2013	2.6	1009	1156	147	6.0	882.0	14-7mm lock
RD-002815	Koah Road	Kennedy Hwy	Koah	1	12/03/2013	1	1200	1298	98	7.5	735.0	14-7mm lock
RD-028786	Koah Road	Kennedy Hwy	Koah	2.6	12/03/2013	2.6	1298	1515	217	7.0	1,519.0	14-7mm lock
RD-002816	Koah Road	Kennedy Hwy	Koah	2.9	12/03/2013	2.9	1515	1687	172	7.5	1,290.0	14-7mm lock
RD-002817	Koah Road	Kennedy Hwy	Koah	2.6	12/03/2013	2.6	1687	1730	43	10.5	451.5	14-7mm lock
RD-002818	Koah Road	Kennedy Hwy	Koah	2.9	12/03/2013	2.9	1730	2430	700	7.3	5,110.0	14-7mm lock
RD-028787	Koah Road	Kennedy Hwy	Koah	2	12/03/2013	2	2430	3030	600	7.6	4,560.0	14-7mm lock
RD-002819	Koah Road	Kennedy Hwy	Koah	2.9	12/03/2013	2.9	3030	3854	824	6.5	5,356.0	14-7mm lock
RD-003943	Oak Forest Road	Myola Rd	Kuranda	2.9	29/04/2013	2.9	1940	2319	379	8	3,032.0	10mm chip seal
RD-004488	Rob Veivers Drive	Kennedy Hwy	Kuranda	3.2	2/05/2013	3.2	70	230	160	9.5	1,520.0	10mm Chip Seal
RD-000884	Cater Road	Ray Road	Mareeba	1	15/08/2012	0.5	70	610	540	4.8	2,586.6	14-7mm lock
RD-001945	Gilmore Road	Kennedy Hwy	Mareeba	1	8/03/2013	1	40	55	15	15.5	232.5	14-7mm lock
RD-001946	Gilmore Road	Kennedy Hwy	Mareeba	2.6	8/03/2013	2.6	55	1080	1025	6.0	6,150.0	14-7mm lock
RD-028459	Gilmore Road	Kennedy Hwy	Mareeba	2.6	8/03/2013	1.5	2209	2469	260	7.2	1,872.0	14-7mm lock
RD-028463	Grace Court	Maria Ct	Mareeba	1.5	11/03/2013	1.5	13	49	36	6.3	226.8	7mm chip seal
RD-002230	Hastie Road	Kennedy Hwy	Mareeba	1.5	8/03/2013	1.5	1548	1666	118	7.0	826.0	7mm chip seal
RD-002231	Hastie Road	Kennedy Hwy	Mareeba	1.5	8/03/2013	1.5	1693	1800	107	7.0	749.0	7mm chip seal
RD-002232	Hastie Road	Kennedy Hwy	Mareeba	1.8	8/03/2013	1.8	1830	2260	430	7.0	3,010.0	7mm chip seal
RD-028656	Jacana Close	Sunbird Pde	Mareeba	2.4	11/03/2013	2.4	15	420	405	5.1	2,065.5	7mm chip seal
RD-002775	Kilpatrick Street	Basalt St	Mareeba	2.9	2019-2020	2.9	0	75	75	6.5	487.5	7mm chip seal
RD-017965	Kilpatrick Street	Basalt St	Mareeba	2.9	2019-2020	2.9	75	123	48	8.0	384.0	7mm chip seal
RD-017966	Kilpatrick Street	Basalt St	Mareeba	2.9	2019-2020	2.9	123	145	22	19.0	418.0	7mm chip seal
RD-029001	Leotta Road	Shanty Creek Rd	Mareeba	1	8/03/2013	1.5	37	1397	1360	5	6,800.0	14-7mm lock
RD-029048	Maria Close	Ceola Dr	Mareeba	1.5	11/03/2013	1.5	17	118	101	6.3	636.3	7mm chip seal
RD-003195	Maria Close	Ceola Dr	Mareeba	2.4	11/03/2013	2.4	144	171	27	6.3	170.1	7mm chip seal
RD-003202	Marinelli Drive	Searry Rd	Mareeba	2.8	17/04/2013	2.8	213	378	165	8.0	1,320.0	7mm chip seal
RD-004365	Rains Street	Costin St	Mareeba	1.8	18/04/2013	2	262	274	12	6	72.0	7mm Chip Seal
RD-004366	Rains Street	Costin St	Mareeba	2.6	18/04/2013	2.6	274	478	204	7.2	1,468.8	7mm Chip Seal
RD-029756	Rains Street	Costin St	Mareeba	3.2	18/04/2013	3.2	478	482	4	15	60.0	7mm Chip Seal
RD-005182	Tinaroo Creek Road	Kennedy Hwy	Mareeba	1	6/03/2013	1	2887	2931	44	9.7	424.6	14-7mm lock
RD-005183	Tinaroo Creek Road	Kennedy Hwy	Mareeba	1	7/03/2013	1	2931	3821	890	7.2	6,408.0	14-7mm lock
RD-030205	Tinaroo Creek Road	Kennedy Hwy	Mareeba	0	7/03/2013	0	3821	3833	12	7.2	86.4	14-7mm lock
RD-030207	Tinaroo Creek Road	Kennedy Hwy	Mareeba	0	7/03/2013	0	3851	3862	11	7.2	79.2	14-7mm lock
RD-005184	Tinaroo Creek Road	Kennedy Hwy	Mareeba	1	7/03/2013	1	3862	4802	940	7.2	6,768.0	14-7mm lock
RD-003673	Mt Molloy Depot Access	Fraser Rd	Mt Molloy	4.6	19/03/2013	4.6	0	75	75	3		2017-18 Done
RD-003674	Mt Molloy Depot Access	Fraser Rd	Mt Molloy	0	15/11/2012		75	350	275	4.5	1,237.5	14-7mm Double
											Area	92,867.3

9.5 TENDER EVALUATION TMSC2019-10 FULL SERVICE SUPPLY & DELIVERY OF 2018/19 ASPHALT OVERLAY PROGRAMME**Date Prepared:** 6 June 2019**Author:** Manager Technical Services**Attachments:** 1. 2018/19 Asphalt Overlay Programme [↓](#)**EXECUTIVE SUMMARY**

Tenders were invited for TMSC2019-10 for full-service supply and delivery of asphalt overlay works on various Council roads. The asphalt overlay programme is a component of the 2018/19 Reseals Programme. Tenders closed on Wednesday, 15 May 2019 and four (4) responses were received.

This report provides a comparison of tenders received and makes a recommendation on the preferred tenderer

RECOMMENDATION

That Council awards Tender TMSC2019-10 for Full-Service Supply and Delivery of Asphalt Overlay Works to NQ Asphalt Pty Ltd on a schedule of rates basis for the tendered price of \$353,661.83 including GST.

BACKGROUND

The asphalt programme is a component of Council's annual 2018/19 reseals programme with a combined budget of \$1.25 million exclusive GST. The budget allocated provides for both bitumen reseal and asphalt overlay works, which incorporates associated pavement preparation, line marking reinstatement and contingency funding.

Tenders were invited for full-service asphalt overlay through Tender link and advertised in the Cairns Post on Wednesday 17 April 2019.

Council requested "cost per tonne" rates to supply and lay asphalt at various localities including a provision to undertake night works at Therwine Street, Kuranda. Identified sites were listed within the Tender and are attached for reference.

The tendered tonnage rates that contribute to the overall delivery price are for full-service asphalt supply and lay including allowance for the provision of traffic control. The Tender specified a practical completion date of 31 August 2019.

Tenders closed on Wednesday, 15 May 2019 and four (4) responses were received.

A summary of Tendered prices is listed below;

Tenderer	Tendered Amount (Incl. GST)
Boral Resources (Qld) Pty Limited	\$477,143.49
FGF Bitumen Pty Ltd	\$421,764.20
NQ Asphalt Pty Ltd	\$353,661.83
Zafa Contracting Pty Ltd	\$449,666.90

Tenders were assessed on the following criteria and weightings:

Tender Price	40%
Relevant Experience	20%
Key Personnel	10%
Resources	10%
Demonstrated Understanding	20%

Price is a calculated formula dependent on the actual tender received against the median of all prices received. Scores for the other criteria are subject to the tenderer's response, reference checks and knowledge of the tenderer's performance on previous projects. Scores for each criterion are out of 10.

Scoring of the tenders against the weighted criteria resulted in the overall following scores (out of 10):

Tenderer	Score
Boral Resources (Qld) Pty Limited	5.41
FGF Bitumen Pty Ltd	5.96
NQ Asphalt Pty Ltd	5.98
Zafa Contracting Pty Ltd	4.74

Boral Resources are an established national company operating a quality assured asphalt facility in Cairns. Boral delivered the combined 2016/17 FNQROC Regional Asphalt Overlay Programme which Mareeba Shire Council were part. Boral recently undertook the Byrnes Street CBD asphalt upgrade works on behalf of Transport Main Roads.

FGF Bitumen Pty Ltd are a reputable company operating from facilities in Cairns, providing asphalt paving services to local government, state government and the private sector. FGF do not have their own asphalt plant and primarily source their asphalt from Pioneer NQ. FGF are quality assured and warrant their work which is delivered to Department of Transport and Main Roads specification.

NQ Asphalt Pty Ltd are a subsidiary of Koppens Developments Pty Ltd operating in a partnership arrangement and a recent entry into the North Queensland asphalt supply and delivery market. NQ Asphalt acquired and overhauled the previously owned PAN Materials asphalt plant in Portsmith. NQ Asphalt advised they have obtained Transport Main Roads certification for their AC10 and AC14 mix designs, a prerequisite of supply quality assurance and the subsequent warranty process. NQ Asphalt have undertaken overlay works for both Cairns Regional Council and Transport Main Roads. Enquires made to the various authority's regarding satisfaction with service and delivery, provided confidence in recommending Contractor for award of Tender.

Zafa Contracting Pty Ltd are a company based at Deception Bay Qld that primarily undertakes asphalt works in the greater Brisbane area. The tender submission did not indicate where the raw asphalt would be sourced in the event of Zafa being engaged to undertake the Council program.

The scoring reflects the opinion that NQ Asphalt Pty Ltd offers Council the best value for money and demonstrated that they meet the requirements for full-service supply and delivery of asphalt overlay works.

The tendered price from NQ Asphalt Pty Ltd is within the allocated budget for the completion of works for the project.

RISK IMPLICATIONS

Financial

Standard contract variation risks, although these risks are mitigated to some extent through the execution and monitoring of the schedule of rates contract.

Environmental

Tenderers are required to provide an Environmental Management Plan outlining their internal processes for the prevention, containment and reporting of potential environmental risks.

Infrastructure and Assets

The annual Asphalt Overlay Program is undertaken in order to maintain and upgrade the road network to a suitable standard and extend the life of existing road infrastructure.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Council budget for the combined Asphalt Overlay and Bitumen Reseals Programs is \$1.25 million excluding GST.

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.

IMPLEMENTATION/COMMUNICATION

Prior to commencement the community is notified of the overlay schedule and potential impacts.

2018-19 Asphalt Programme - Tender

<i>Road Name</i>	<i>Reference point</i>	<i>Locality</i>	<i>Start Chainage</i>	<i>End Chainage</i>	<i>Length</i>	<i>Width</i>	<i>Area</i>	<i>Overlay Type</i>
Dimbulah / Arriga								
Arriga Road	Mareeba - Dimbulah Rd	Arriga	18.5	46.6	28.1	8.2	230.4	DG10 Asphalt
Arriga Road	Mareeba - Dimbulah Rd	Arriga	18.5	46.6	28.1	1.1	30.1	Mill/Fill
Wolfram Road (Bridge Approach)	Raleigh St Ch 850	Dimbulah	1644.0	1718.0	74.0	7.8	577.2	DG10 Asphalt
Wolfram Road (Bridge Approach)	Raleigh St Ch 850	Dimbulah	1884.0	1920.0	36.0	7.5	270.0	DG10 Asphalt
Kuranda								
Therwine St - Lower	Therwine St Cul-de-sac Kerb	Kuranda	118.0	230.0	112.0	9.0	1008.0	DG10 Asphalt
Therwine St Off Street Carpark	Therwine St	Kuranda			40.0	18.0	720.0	DG10 Asphalt
Therwine St - Upper	Therwine St Cul-de-sac Kerb	Kuranda	263.0	300.0	37.0	13.0	481.0	DG10 Asphalt
Therwine St - Upper	Therwine St Cul-de-sac Kerb	Kuranda	300.0	354.0	54.0	10.0	540.0	DG10 Asphalt
Morong Street	Coondoo St	Kuranda	25.0	52.0	27.0	9.6	260.0	DG10 Asphalt
Morong Street	Coondoo St	Kuranda	52.0	117.0	65.0	4.3	279.5	DG10 Asphalt
Platypus Close	Masons Rd	Kuranda	404.0	472.0	68.0	6.3	428.4	DG10 Asphalt
Platypus Close	Ch.470 (Hammer Head)	Kuranda	0.0	19.0	19.0	5.5	104.5	DG10 Asphalt
Mareeba								
Constance Street	Lloyd St	Mareeba	822.0	915	93.0	20.1	1869.3	DG10 Asphalt
Constance Street	Lloyd St	Mareeba	915.0	938.0	23.0	20.1	462.3	DG10 Asphalt
Rankin Street	Fenwick St	Mareeba	1376.5	1389.3	12.8	19.8	253.4	DG10 Asphalt
Hastie Street A	Constance St	Mareeba	30.0	90	60.0	8.6	516.0	DG10 Asphalt
Hastie Street A	Constance St	Mareeba	90.0	134.0	44.0	5.6	246.4	DG10 Asphalt
Hastie Street A	Constance St	Mareeba	134.0	153.0	19.0	5.6	106.4	DG10 Asphalt
Hastie Street B	Riverview Tce	Mareeba	117.0	141.0	24.0	5.6	134.4	DG10 Asphalt
Hastie Street B	Riverview Tce	Mareeba	141.0	240.0	99.0	5.6	554.4	DG10 Asphalt
Pares Street	Hastie St	Mareeba	3.0	24.0	21.0	13.2	276.2	DG10 Asphalt
Riverview Close	Hastie St	Mareeba	85.0	105	20.0	16.0	320.0	DG10 Asphalt
Riverview Close	Hastie St	Mareeba	105.0	140	35.0	7.2	252.0	DG10 Asphalt
Riverview Close	Hastie St	Mareeba	140.0	155	15.0	21.2	318.0	DG10 Asphalt
Mareeba Heritage Centre Access	Byrnes St (Nth End)	Mareeba	23.0	30	7.0	23.8	166.6	DG10 Asphalt
Mareeba Heritage Centre Carpark	Byrnes St (Nth End)	Mareeba	30.0	129	99.0	18	1782.0	DG10 Asphalt
Mareeba Heritage Centre Access	Byrnes St (Nth End)	Mareeba	129.0	157	28.0	14	392.0	DG10 Asphalt
ANZ Carpark Access	Byrnes St	Mareeba	12.5	53.5	41.0	21.5	881.5	DG10 Asphalt

9.6 MAREEBA AIRPORT UPGRADING - MAY 2019 PROGRESS REPORT

Date Prepared: 7 June 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 May 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 is ongoing. Wet weather during the April/May 2019 period continued to impact progress, however, works completed during May included remediation of unsuitable materials discovered in the western end of the runway extension and continuation of the pavement and airfield lighting component of works.

Works scheduled for June include completion of Taxiway E, pavement to western runway extension with potential for sealing and the continuation of airfield lighting. The project is scheduled for completion in September 2019, weather permitting.

The Bureau of Meteorology has engaged Council to install mains power to the automatic weather station, which will allow the installation of improved ceilometer and visibility sensors to assist air traffic in the region. This work has been added to FGF's contract to expedite installation.

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.

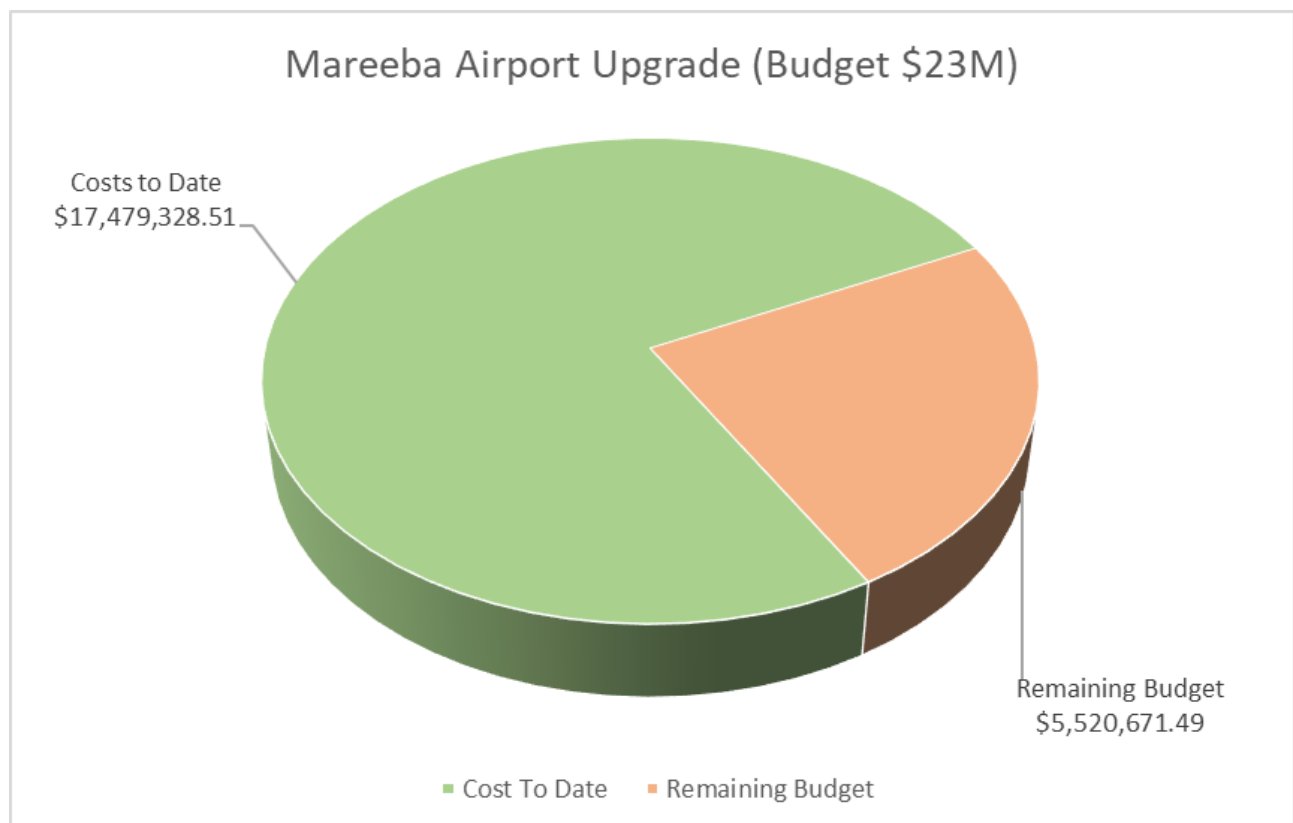
The Method of Working Plan (MOWP) for the runway works was distributed to aerodrome users in December 2018 as per CASA requirements. A MOWP is required for runway and runway strip works that have direct impact on aircraft operations to advise users of the timing and staging of works. The runway work 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. Noting that the entire budget is fully committed.





20 May 2019 - Overlaying gravel on Taxiway E



29 May 2019 - Western runway extension, taxiway and pavement works.



29 May 2019 - Western runway extension, taxiway and pavement works.



29 May 2019 - Western runway extension, taxiway and pavement works.

RISK IMPLICATIONS**Financial**

Latent conditions and potential project variations represent normal risks with complex projects, nominal allowances have been made and this may result in a slight overrun.

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.

9.7 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES MONTHLY ACTIVITIES REPORT - MAY 2019

Date Prepared: 4 June 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 May 2019.

RECOMMENDATION

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

BACKGROUND

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

DESIGN	
2017/18 Capital Works	<ul style="list-style-type: none"> • KIAC - Therwine Street, Kuranda, Redevelopment - Provide technical advice • Anzac Avenue, Mareeba - Ceola Drive Intersection - Design works being undertaken
Works for Queensland Rd 2	<ul style="list-style-type: none"> • Anzac Avenue, Barron River Bridge, Mareeba - Traffic redistribution study for temporary road closure. Preliminary report received for comment • Julatten School Bus Turnaround - Site technical advice
2018/19 Capital Works	<ul style="list-style-type: none"> • Railway Avenue, Mareeba, Car Park - Area Design <ul style="list-style-type: none"> ◦ Photos taken of existing Donga for auction information • Ootann Road CH78.2-80.2 (Package 2), Almaden - Technical advice provided • Mareeba Industrial Estate, Stage 16B, Keegan and Effley Street Extension - Preliminary Civil Design drawings being reviewed
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 • Traffic Counters - Installation at various locations • McIver Road Drainage - Detailed design with management for review • Installation of rural addresses • DBYD plans • As-constructed plans for external customers • Reseals - Assist in preparation for pavement marking

	<ul style="list-style-type: none"> • Kuranda State School - Car park signage upgrade • Kuranda CBD - Preliminary signage audit/inspection • Signage investigations • Mareeba School Bus Parking - Investigate parking issues • Byrnes Street, Mareeba - Taxi rank plan
SURVEY	
2018/19 Capital Works	<ul style="list-style-type: none"> • Ootann Road CH78.2-80.2 (Package 2), Almaden - Construction setout • Mareeba Industrial Estate, Stage 16A, Keegan and Effley Street Extension - As Constructed Survey • Mareeba Aerodrome Upgrade - New Lot Boundary Survey
Works for Queensland Rd 2	<ul style="list-style-type: none"> • Julatten School Bus Turnaround - Construction setout
Miscellaneous	<ul style="list-style-type: none"> • Mareeba Landfill - Survey volume pick-up • Dimbulah Pool / Caravan Park Lease Areas

SUBDIVISIONS AND INVESTIGATIONS	
Subdivisions <i>(Under Construction)</i>	<ul style="list-style-type: none"> • Bundanoon Stage 2 <ul style="list-style-type: none"> ○ Sewer main being constructed • Mareeba Roadhouse and Accommodation Park, Williams Close <ul style="list-style-type: none"> ○ Internal Building works ○ Testing of subgrade, subbase and base materials • 3 Hilltop Close, Kuranda <ul style="list-style-type: none"> ○ Prestart meeting
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) • 10 James Street, Mareeba - Road Widening • 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	<p><u>112 Barnwell property, on-going monitoring of;</u></p> <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

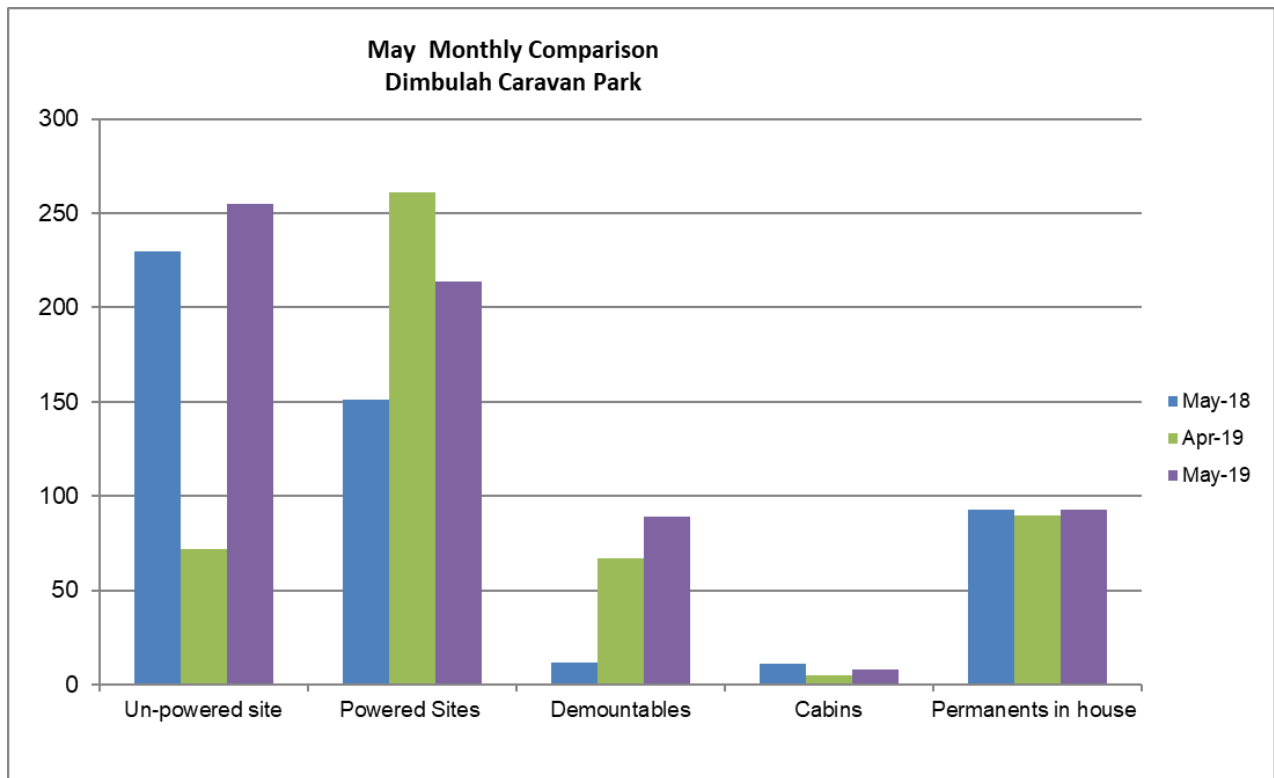
PROJECT MANAGEMENT	
Civil	<p><u>2017/18 Reseals Bitumen and Asphalt Programmes</u></p> <ul style="list-style-type: none"> • Engaged contractor for line marking of asphalt • Capitalisation

	<p><u>2018/19 Reseals Bitumen Program</u></p> <ul style="list-style-type: none"> • Reseal program and line marking complete <p><u>2018/19 Reseals Asphalt Program</u></p> <ul style="list-style-type: none"> • Tender currently open, closing 15 May <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 practical completion assessment; defect assessment and documentation closeout underway. <p><u>KIAC Kuranda Wayfinding Signage</u></p> <ul style="list-style-type: none"> • Sign style endorsed by KIAC • Aspect completing detail designs and location plans <p><u>KIAC Kuranda Barron Falls Walking Trail</u></p> <ul style="list-style-type: none"> • Engagement with Queensland Parks and Wildlife • Native Title Cultural Heritage engagement being undertaken
NDRRA	<p><u>6-10 March 2018 Event:</u></p> <ul style="list-style-type: none"> • Emergent Works completed, negotiated claim approved QRA. • Restoration Works underway; <ul style="list-style-type: none"> ○ James Creek Crossing - Completed and open to traffic ○ Flaggy Creek Bridge - To commence June 2019 ○ Western Roads (Chillagoe West) - Watto's Earthmoving ○ Mid-Western Area - Watto's Earthmoving ○ Dimbulah Area - Gregg Constructions ○ Mareeba-East Area - Gregg Constructions ○ Airports (Mareeba and Chillagoe) - various ○ Geotech (landslips) - various <p><u>25 January - 14 February 2019 Event:</u></p> <ul style="list-style-type: none"> ○ Emergent Works predominantly completed. Remote areas still underway due to access restrictions ○ Preparation of the Reconstruction of Essential Public Assets program ongoing

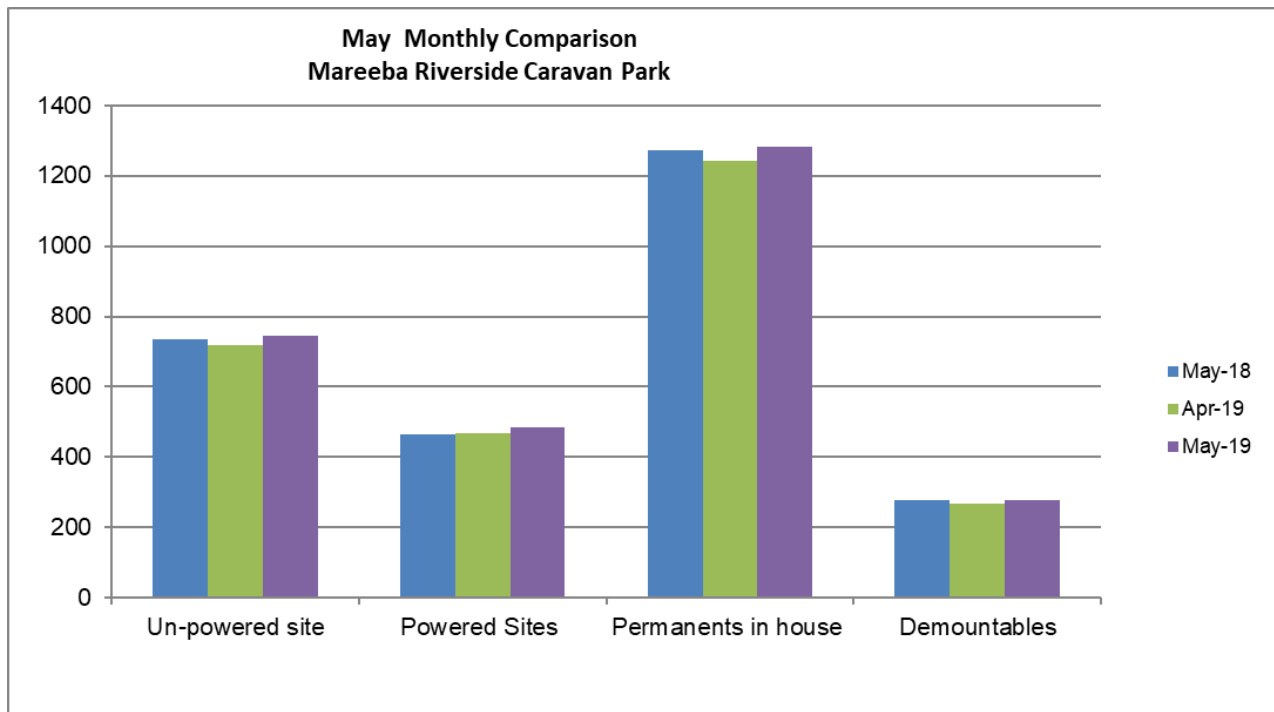
FLEET	
Tender	<p><u>Fleet Management and Tracking System</u></p> <ul style="list-style-type: none"> • Tender closed 8 May, assessment to be finalised.

FACILITIES

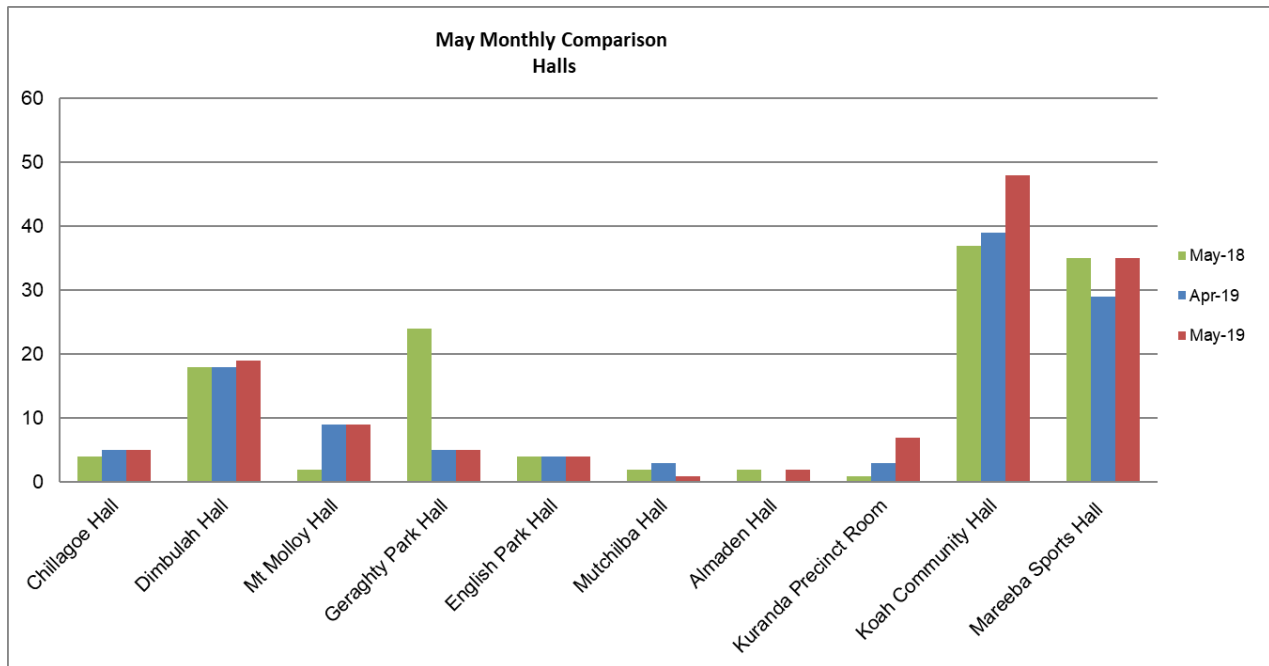
Dimbulah Caravan Park Total of bookings for May 2019 – 659



Mareeba Riverside Caravan Park Total of bookings for May 2019 - 2,791

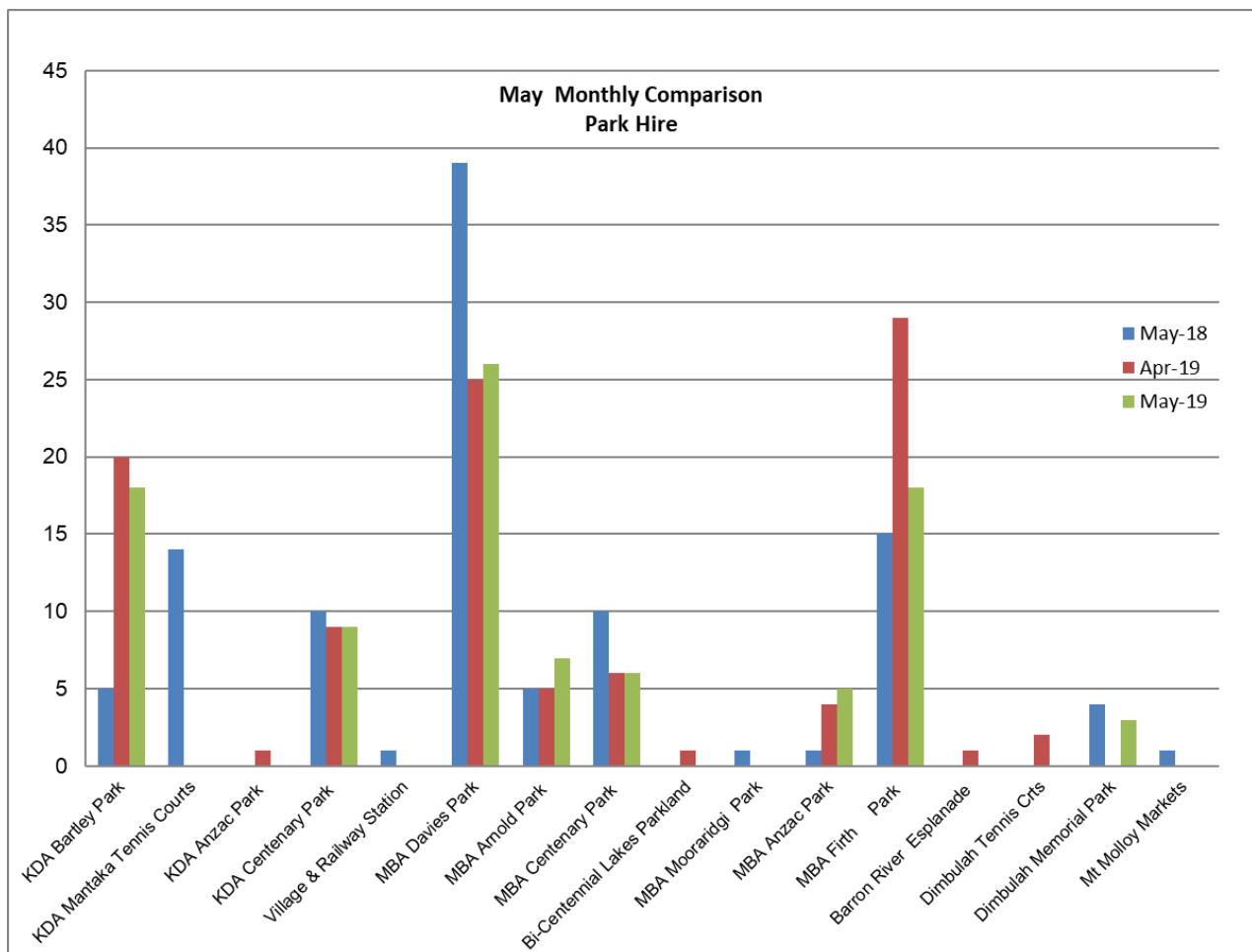


Public Halls Total of hall bookings for May 2019 - 135



Park Hire

A total of park bookings for May 2019 - 92

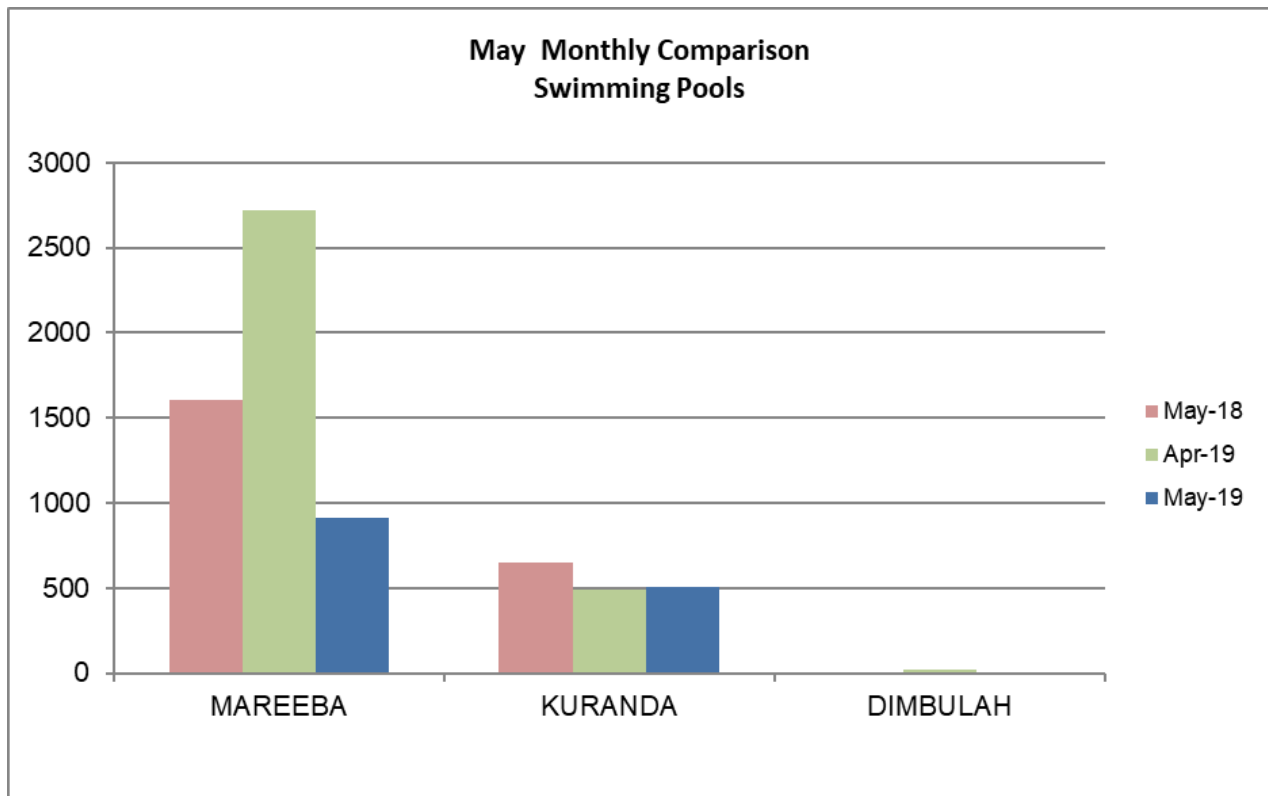


Swimming Pools

Total of patron entries for May 2019

- Mareeba - 913
- Kuranda - 503
- Dimbulah - 0

Dimbulah Pool closed 19 April for the winter period.
 Kuranda Aquatic closed 1 June to 31 July for winter period.
 Mareeba closed early for winter period on 16 May due to one of the filter tanks near exploding.



VANDALISM & GRAFFITI		
Financial Year	Actuals	Comments
2015-16	\$ 2,134	During May 2019, 6 reports of vandalism was recorded. <ul style="list-style-type: none">• Mareeba Theatre Hall• Mareeba Sports Hall• Mareeba Anzac Park - Cenotaph• Mareeba CWA rest rooms• Mareeba Swimming Pool• Mareeba Arnold Park toilets
2016-17	\$ 16,546	
2017-18	\$ 23,948	
2018-19	\$ 13,715	
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.

9.8 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - MAY 2019**Date Prepared:** 5 June 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 May 2019.

RECOMMENDATION

That Council receives the Infrastructure Services, Works Progress Report for the month of May 2019.

BACKGROUND**Maintenance Activities**

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

Description	Activity
Bilwon Road, Bibbohra	Grading unsealed roads, spraying
Coyle Road, Bibbohra	Grading unsealed roads
Hodzic Road, Bibbohra	Grading unsealed roads, spraying
Hume Road, Bibbohra	Grading unsealed roads
Pickford Road, Bibbohra	Grading unsealed roads, spraying
Rosing Road, Bibbohra	Grading unsealed roads
Rush Road, Bibbohra	Grading unsealed roads
Vallely Road, Bibbohra	Grading unsealed roads
Shanty Creek Track, Bibbohra	Grading unsealed roads, spraying
Torwood Road, Bolwarra	Grading unsealed roads, road inspections, tree clearing / vegetation management
Narcotic Creek Road, Chewko	Slashing, spraying
Paglietta Road, Chewko	Slashing
Mount Misery Road, Irvinebank	Grading unsealed roads, road furniture
Rubina Terrace, Irvinebank	Grading unsealed roads, road furniture
Vulcan Ore Road, Irvinebank	Grading unsealed roads
Euluma Creek Road, Julatten	Bitumen patching, grading unsealed roads, road furniture, slashing
Hillview Road, Julatten	Bitumen patching, grading unsealed roads, road inspections
Mount Lewis Road, Julatten	Grading unsealed roads
Pinnacle Road, Julatten	Bitumen patching, grading unsealed roads
Koah Road, Koah	Bitumen patching, grading unsealed roads, slashing

Description	Activity
Myola Road, Kuranda	Bitumen patching, general repairs and maintenance, slashing
Oak Forest Road, Kuranda	Bitumen patching, slashing
Rob Veivers Drive, Kuranda	Bitumen patching, road inspections, slashing
Spear Road, Kuranda	Grading unsealed roads
Ceola Drive, Mareeba	Clean inlet/outlets culverts, drainage general road maintenance
Chewko Road, Mareeba	Slashing, spraying
Emerald End Road, Mareeba	Slashing, spraying
Kay Road, Mareeba	Bitumen patching, grading unsealed roads, slashing, spraying
Malone Road, Mareeba	Grading unsealed roads, slashing, spraying
Roiko Road, Mareeba	Road furniture, slashing, spraying
Shanty Creek Road, Mareeba	Grading unsealed roads, slashing
Tinaroo Creek Road, Mareeba	Bitumen patching, road furniture, slashing, spraying
Walsh/Rankin Temporary works, Mareeba	Road furniture
Bakers Road, Mt Molloy	Grading unsealed roads
Main Street, Mt Molloy	General repairs and maintenance, mowing, road furniture, slashing
Quinn Road, Mt Molloy	Grading unsealed roads
Wetherby Road, Mt Molloy	Bitumen patching, grading unsealed roads, road inspections
Wessel Road, Mt Molloy	Grading unsealed roads
Mount Mulligan-Kondaparinga Road, Mt Mulligan	Grading unsealed roads
Carman Road, Paddy's Green	Grading unsealed roads, slashing
Fassio Road, Paddy's Green	Grading unsealed roads, slashing, spraying
Springs Road, Paddy's Green	Road furniture, slashing, spraying
William Smith Drive, Speewah	Culvert repairs, grading unsealed roads
Springfield Road, Springfield	Grading unsealed roads
Thornborough-Kingsborough Road, Thornborough	Grading unsealed roads, spraying

The table below shows the current budget position of Transport Infrastructure operations for Mareeba Shire Council at the end of May.

Annual Budget	Year to Date Budget	Year to Date Actual
\$3,527,238	\$3,232,778	\$2,712,121

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.

Works on the widening of the major culvert at Middle Creek was completed in the first week of May with the asphaltting of the culvert approaches installed on Friday, 3 May.

Line marking for the culvert extension is scheduled for 18 June.



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.

Cut to fill earthworks and culvert installation are complete and carting and laying of road base will commence 4 June.





Hillview Road Boggy Creek Bridge Upgrade

In June 2017 a Level 3 Condition and Load Assessment Report was presented to Council stating that the current condition of the timber bridge was poor and the load limit for the bridge was to be reduced to 7 tonnes until an upgrade was carried out.

Funding for the upgrade was secured through the Work for Queensland Two grant program and a design to replace the existing timber bridge was commissioned.

Works commenced late April on the upgrade of Boggy Creek Bridge. The ongoing wet has meant that the construction time has been considerably more than originally estimated but the project remains on budget.

At the time of reporting, the bridge was open to traffic and it is anticipated that all works will be complete by mid-June.



Atherton Creek Bridge, Ray Road, Bridge Repair

A Level 3 Condition and Load Assessment Report received by Council in July 2017 recommended that the load limit on the bridge over Atherton Creek on Ray Road be reduced to 5 tonnes due to the very poor condition of all four bridge girders.

Repairs to the bridge were carried out in April that involved the removal of the timber girders, the installation of a new steel superstructure and the replacement of several failed bridge deck timbers.

The bridge works were completed late April and minor road works on the bridge approaches completed in May.



Julatten School Bus Turnaround

Works commenced on the upgrade of the Julatten School Bus Turnaround 29 April 2019.

The project is funded under the Work for Queensland Two grant program and was undertaken to reduce the safety risk for students boarding and alighting from school buses at the front of the school.

The scope of works includes the extension of existing car park along Button Close, additional asphalt sealing, new kerb and channel, modifying the existing traffic island to aid traffic movement and the installation of a new concrete footpath.

The project is programmed to be asphalt sealed during the second week of June and line marked prior to the end of June weather permitting.



TMR Routine Maintenance Performance Contract (RMPC)

Routine maintenance activities were undertaken during May 2019 at the following locations:

Primary Location	Activity Name
Kennedy Highway	Rest area servicing
	Tractor slashing, urban includes (2)x traffic control
Mareeba Connection Road	Tractor slashing, urban includes (2)x traffic control
Mulligan Highway (Mareeba - Mt Molloy)	Tractor slashing, rural includes (2)x traffic Control
Mulligan Highway (Mt Molloy - Boundary)	Pothole patching includes traffic control
	Rest area servicing
	Other sign work
	Roadside litter collection, rural
Burke Developmental Road	Tractor slashing, rural includes (2)x traffic Control
Mossman - Mt Molloy Road	Other vegetation control works
	Roadside litter collection, rural
	Tractor slashing, rural includes (2)x traffic Control
Mareeba - Dimbulah Road	Pothole patching includes traffic control
	Tractor slashing, rural includes (2)x traffic Control
Herberton - Petford Road	Medium formation grading (western) with extras and 2 watercarts excludes traffic control

The claim to TMR for the month of May 2019 was still being finalised at the time of preparing this report but is estimated to be approximately \$125,000.

Parks and Gardens Section**Maintenance Activities**

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

1. Location
2. Street Mowing, Mareeba
3. Parks, Library, CBD and Streets, Kuranda
4. Davies Park, Mareeba
5. Council Office and Library, Mareeba
6. Byrnes Street Medians, Mareeba
7. Furniture and Playground Equipment, Mareeba
8. Sunset/Sunbird Park, Mareeba
9. Basalt Gully and Bi-Centennial Lakes, Mareeba
10. Tennis Court Park, Dimbulah
11. Centenary Park, Mareeba
12. Arnold Park, Mareeba
13. Town Hall Park, Dimbulah
14. Pool and Carpark, Kuranda
15. Borzi Park, Mareeba
16. Mary Andrews Gardens, Mareeba
17. Vains Park, Mt Molloy
18. Firth Park, Mareeba
19. Esplanade, Kuranda
20. Wetherby Park, Mt Molloy

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	\$1,699,544	\$1,645,093

Bridge Section

Maintenance Activities

Bridge inspection and maintenance activities were carried out in May 2019 at the following locations:

Structure	Road	Chainage	Area
Major Culvert	McDougal Road	990	Julatten
Bridge	Anzac Avenue	0	Mareeba
Major Culvert	Euluma Creek Road	692	Julatten
Bridge	Chapmans Road	600	Julatten
Causeway	Wetherby Road	4054	Mt Molloy
Major Culvert	Bakers Road	239	Mt Molloy
Causeway	Euluma Creek Road	7963	Julatten
Major Culvert	McLeans Bridge Road	2535	Julatten
Major Culvert	Speewah Road	1183	Speewah
Major Culvert	Windsor View Road	962	Julatten
Bridge	Stoney Creek Road	2030	Speewah
Bridge	Hillview Road	790	Julatten
Major Culvert	Mahogany Avenue	372	Speewah
Causeway	Mt Perseverance Road	1368	Julatten
Major Culvert	Carr Road	480	Julatten
Bridge	No Name Road 94	353	Koah

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	\$518,131	\$321,949

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	\$425,522	\$396,058

The table below, whilst not exhaustive, gives an indication of the works undertaken by Land Protection Officers during the 2018/19 financial year

Pest	Area/Road Surveyed	Area Treated/Method	No. Of Treatments
Parthenium	2,300km x 2 road verge	5 HA	15
Belly Ache Bush	600 HA	75 HA	2
Physic Nut	1,100 HA	10 HA	2
Rubber Vine	1,050 HA	100 HA	2
Siam Weed		840 HA	2
Lions Tale	320 HA	7 HA	2
Gamba Grass	2,300km x 2 road verge (Local controlled)	As necessary	1
Gamba Grass	600km x 2 road verge (State controlled)	As necessary	1
Rats Tail Grass	2,300km x 2 road verge (Local controlled)	As necessary	1
Rats Tail Grass	600km x 2 road verge (State Controlled)	As necessary	1
Vertebrate Pests	27 Properties each >100,000 HA	Coordinated baiting	
Vertebrate Pests	120 Properties <100,000 HA	Coordinated baiting	
Feral Pigs	44 Properties	Integrated control	
Rabbits	30 Properties	Rabbit haemorrhagic virus	

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

9.9 INFRASTRUCTURE SERVICES, WASTE OPERATIONS REPORT - MAY 2019

Date Prepared: 3 June 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 May 2019.

RECOMMENDATION

That Council receives the Infrastructure Services, Waste Operations Progress Report for May 2019.

BACKGROUND

The following is a 'snapshot' of the waste activities undertaken during the month of May 2019.

1. Waste Operations

- 6,563 vehicles entered Mareeba waste facility (to drop off or pick up waste)
- 549 vehicles deposited waste to Mareeba Landfill (total)
- 212 Suez vehicles deposited waste to Mareeba Landfill
- 39 Suez vehicles removed waste from Mareeba Waste Transfer Station (WTS) to recycling facility in Cairns
- 78 m³ of mulch (purchased) removed from Mareeba WTS (2 m³ in bulk sales and 76 m³ in small lots)
- All transfer stations and Mareeba landfill are currently operational

2. Capital Works

Draft design drawings for the Mareeba Transfer Station Redevelopment tender have been received for Council review.

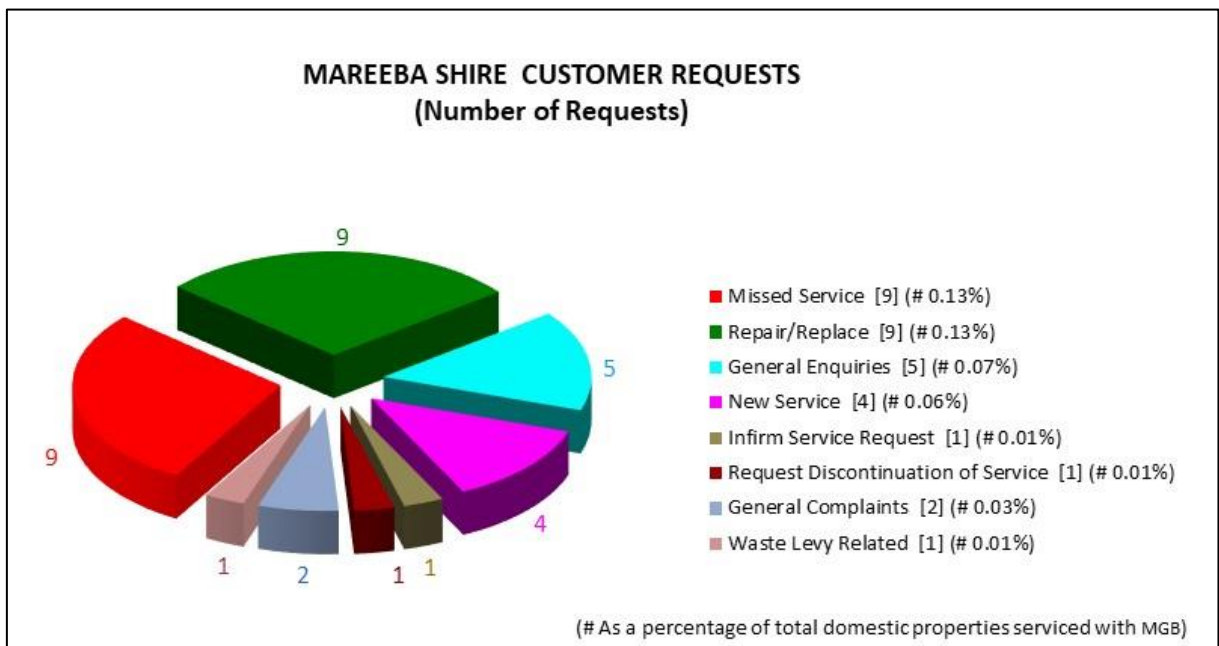
3. Waste Levy Readiness

Activities currently underway and/or ongoing, by the Waste Technical Officer, in readiness for the Waste Levy implementation:

- Testing Detailed Data reports for State waste Levy;
- Attended submission training for State waste Levy;
- Conducted a training session with Gate house staff for the Transfer Stations;
- Reviewed Green Waste tenders;
- Participation in LAWMAC with focus on State Waste Levy;
- Continued authoring community information strategy for State Waste Levy;
- Liaised with Council Surveyor for baseline Volumetric Survey to be completed; and
- Submitted Resource Recovery Area Application for Mareeba Landfill.

4. Customer Service Waste Statistics

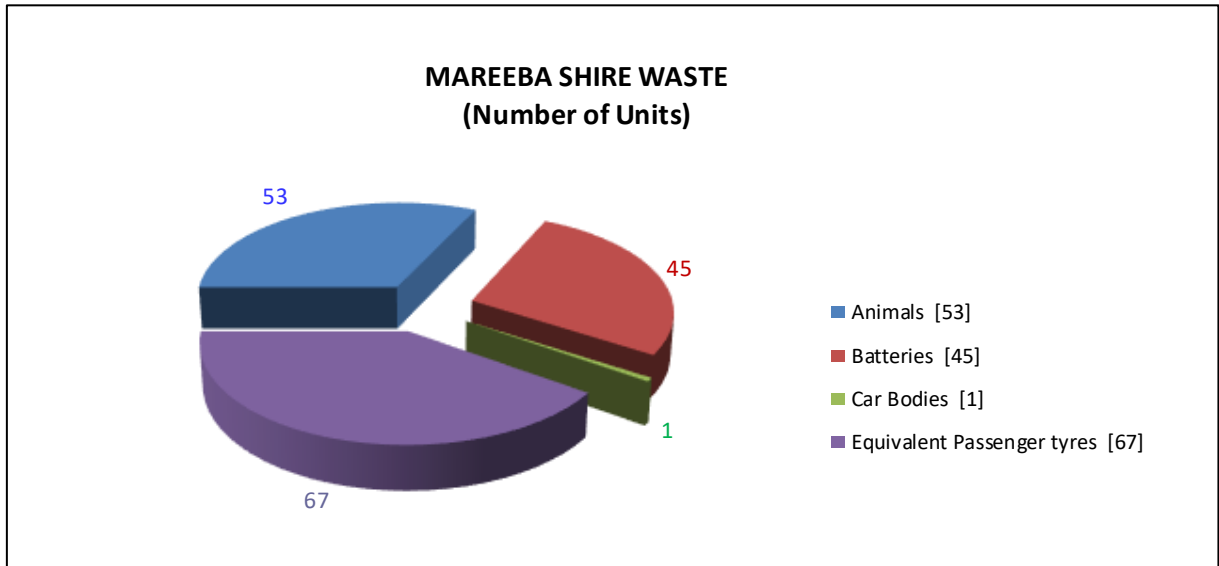
The following graph displays customer requests logged in the Customer Request Management (CRM) system during the month of May 2019.

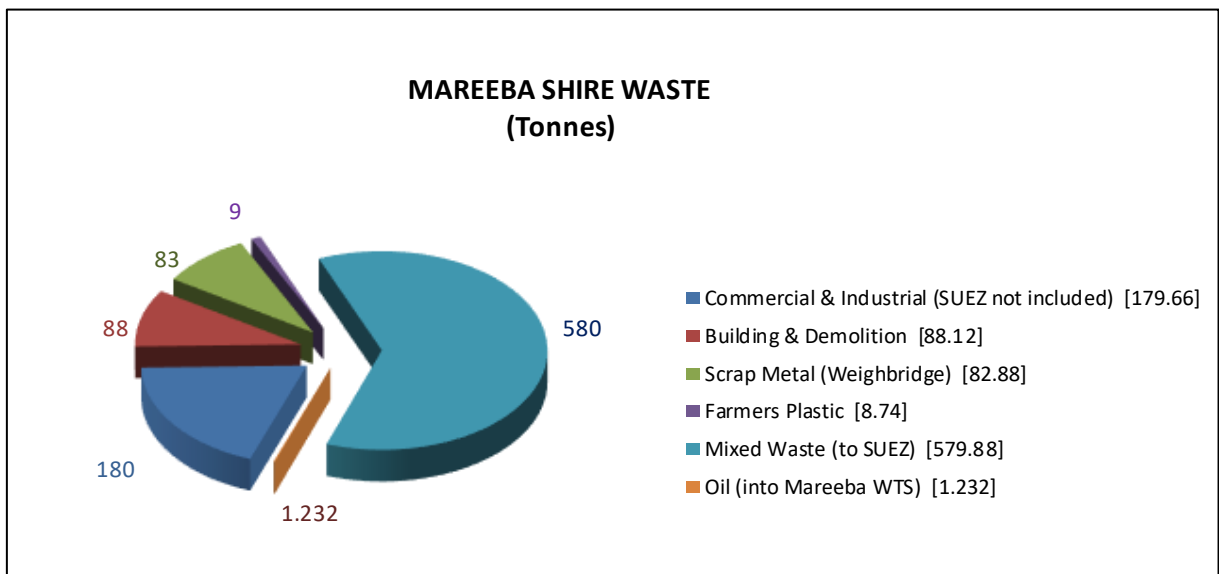


5. Waste Collected at Each of the Transfer Stations

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.

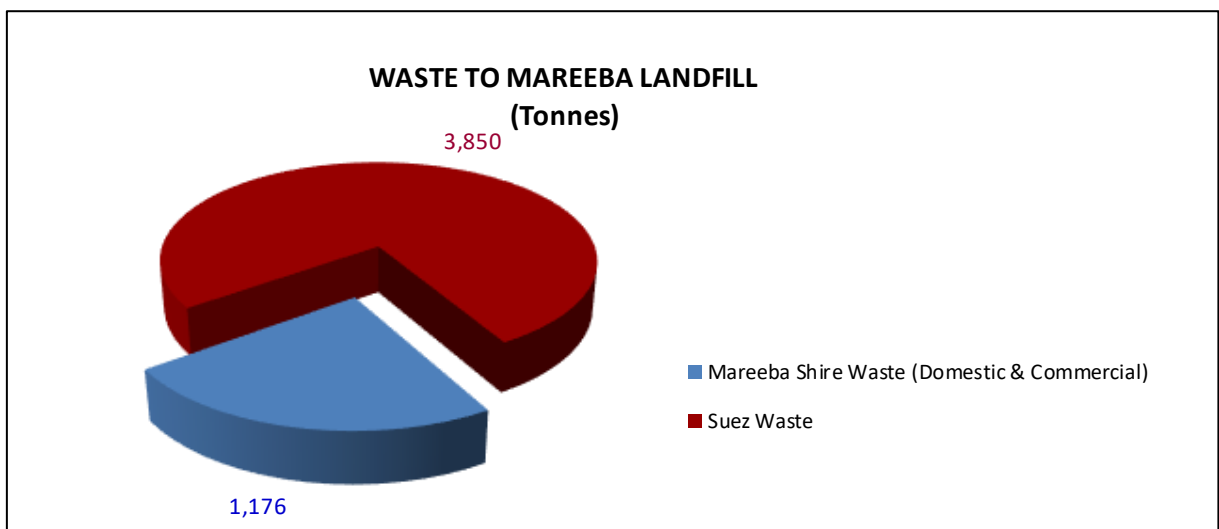
The following pie charts are separated into waste received as whole units and waste received as accrued tonnage.





6. 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

9.10 TENDER EVALUATION TMSC2019-03 BARANG STREET SEWAGE PUMP STATION UPGRADE**Date Prepared:** 3 June 2019**Author:** Manager Water and Waste**Attachments:** Nil**EXECUTIVE SUMMARY**

Tenders for TMSC2019-03 Barang Street Sewage Pump Station Upgrade Project closed at 11:00am Thursday, 9 May 2019 and four (4) responses were received.

This report provides a comparison of tenders received and makes a recommendation on the preferred tenderer.

RECOMMENDATION

That Council awards Tender TMSC2019-03 Barang Street Sewage Pump Station Upgrade to BJS Plumbing and Civil for a total value of \$377,872.00 (exclusive of GST).

BACKGROUND

The existing wet well has inadequate storage volume and has resulted in continuing sewage overflows from Barang Street SPS into the Jum Rum Creek catchment which flows to the Great Barrier Reef. A report tabled at Council's Ordinary Meeting of 20 December 2017 presented four (4) options to mitigate overflows at the pump station, with the option of offline storage and general upgrades adopted as the preferred solution.

The Barang Street Sewage Pump Station (SPS) Upgrade Project includes design, construct, install and commission new emergency storage chambers, and upgrade of the wet well, pipework and electrical componentry. Council has received a grant for up to 50% of the estimated project costs under the Queensland Government's Building Our Regions program with the remaining 50% to be funded by Council.

Tenders for TMSC2019-03 Barang Street Sewage Pump Station Upgrade Project closed at 11:00am Thursday, 9 May 2019 and four (4) responses were received.

The list of tenders received, and the tendered amount is provided in the table below.

Tenderer	Price (ex GST)	Price (incl GST)
BJS Plumbing & Civil	\$ 377,872.00	\$ 415,659.20
Absolut Construction Group	\$1,048,934.00	\$1,153,827.40
FGF Developments Pty Ltd	\$ 904,523.25	\$ 994,975.58
LDI Constructions	\$ 882,464.00	\$ 970,710.40

Tenders were assessed on the following criteria and weightings:

Tender Price	40%
Experience	15%
Key Personnel	15%
Resources	10%
Demonstrated Understanding	20%

Price is a calculated formula dependent on the actual tender received against the median of all prices received. Scores for the other criteria are subject to knowledge of the tenderer's performance on previous projects. Scores for each criterion are out of 10.

Scoring of the tenders against the weighted criteria resulted in the overall following scores (out of 10):

Tenderer	Score
BJS Plumbing & Civil	9.5
Absolut Construction Group	8.1
FGF Developments Pty Ltd	8.5
LDI Constructions	8.6

The highest scoring tenderer, BJS Plumbing and Civil (BJS), is a Tableland based contractor with experience in similar civil construction on water and wastewater reticulation projects.

BJS tendered a construction program showing the work being completed within 12 weeks of contract award. BJS supplied a logical works methodology statement detailing how the work will be undertaken. Post-tender clarification was sought from BJS and Council officers are satisfied that BJS would be able to deliver the project at the tendered price.

The scoring reflects the opinion that BJS offers Council the best value for money, background, experience, skill and methodology to satisfactorily meet the requirements for construction and installation of the additional storage and upgrade of the Barang Street Sewer Pump Station.

The tendered price from BJS is within the allocated budget for the completion of works for the project.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Included in 2018/19 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.

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

IMPLEMENTATION/COMMUNICATION

Advice is provided to residents and businesses affected by any activities. All communication in relation to the project shall be in accordance with the protocols outlined in the deed of agreement with the Queensland Government.

9.11 INFRASTRUCTURE SERVICES, WATER AND WASTEWATER GROUP MONTHLY OPERATIONS REPORT - MAY 2019

Date Prepared: 5 June 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 May 2019.

RECOMMENDATION

That Council receives the Infrastructure Services, Water and Wastewater Progress Report for the month of May 2019.

BACKGROUND**1. Capital Projects and Maintenance Works**

Effley St Sewer Pump Station, sewer reticulation and water reticulation works completed as part of the Effley Street extension at Mareeba Industrial Park.

**2. Environmental Summary****Water**

Routine environmental monitoring did not detect an exceedances of environmental discharge limits.

Wastewater

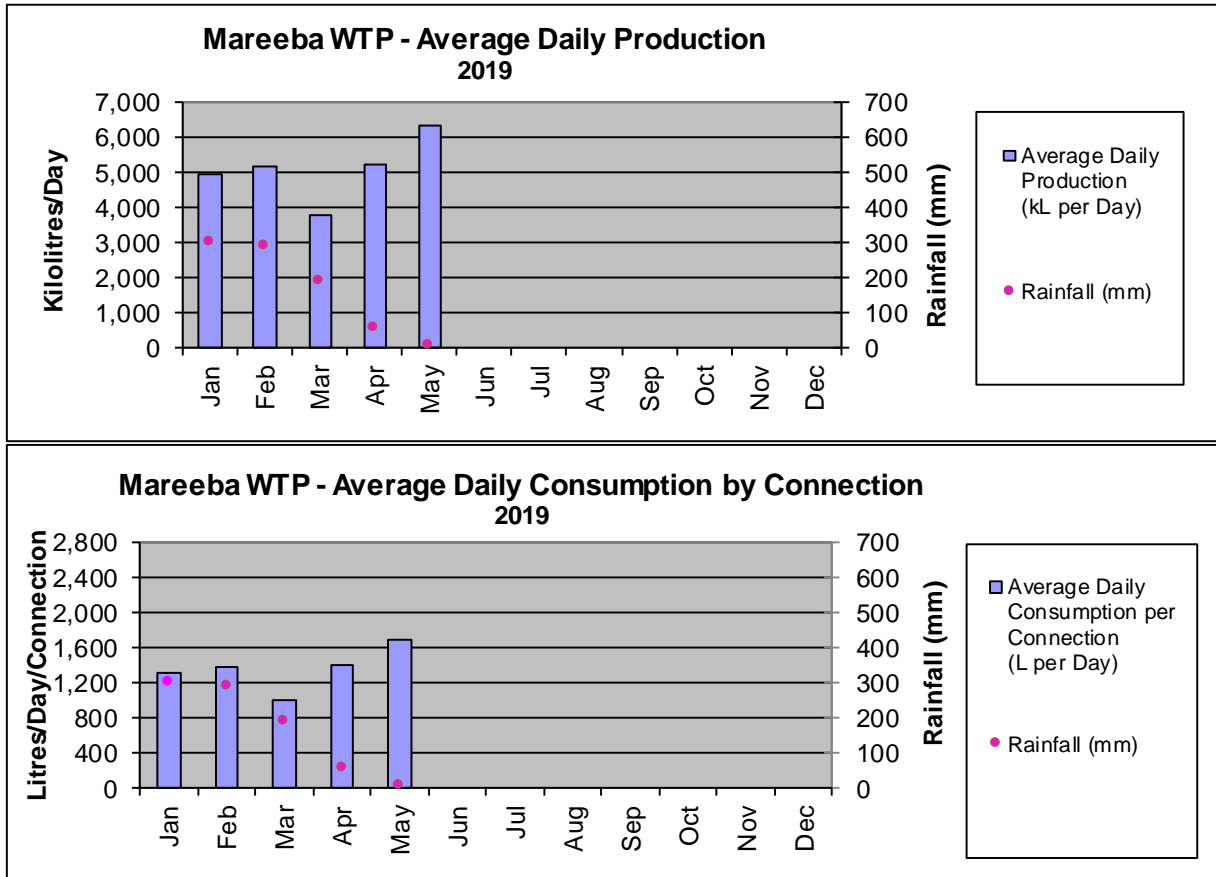
Routine monitoring has identified that discharge waters are compliant with the Environmental Authority.

Annual Receiving Environment Monitoring Program monitoring undertaken in Two Mile Creek.

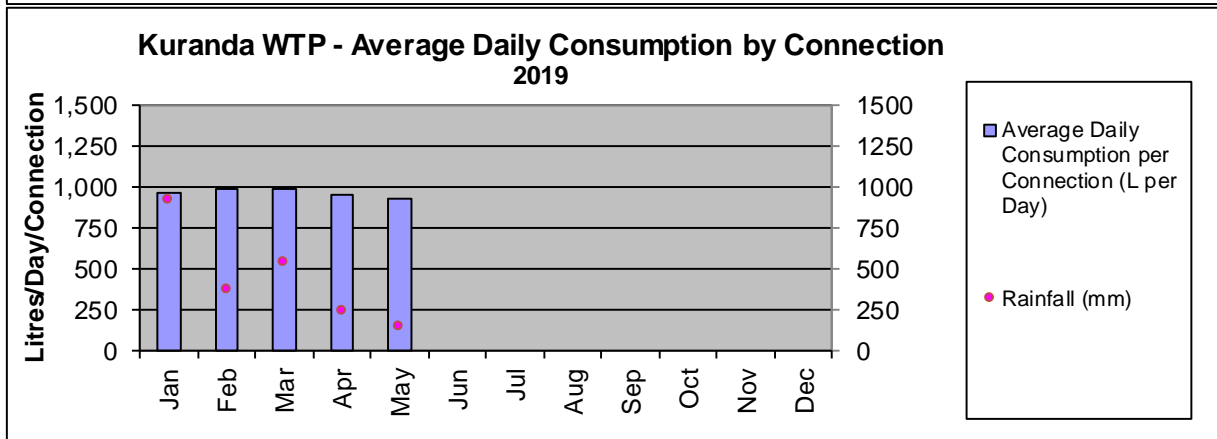
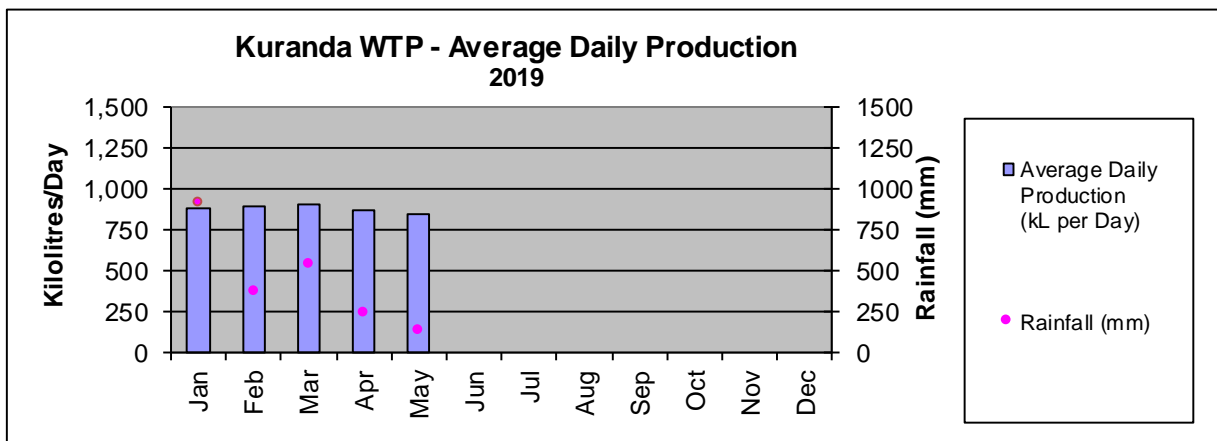
3. Chlorine Residual Readings

May 2019	Chlorine Residual Readings 2019 Australian Drinking Water Guidelines Maximum 5mg/L													
	Wed 1st	Fri 3rd	Mon 6th	Wed 8th	Fri 10th	Mon 13th	Wed 15th	Fri 17th	Mon 20th	Wed 22nd	Fri 24th	Mon 27th	Wed 29th	Fri 31st
	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)	Free Cl (mg/L)
Mary Andrews Park Mareeba	1.01	1.05	1.11	0.96	0.91	1.16	1.18	1.16	1.46	1.46	1.46	0.98	1.40	1.38
Wylandra Drive Mareeba	0.90	0.91	0.86	0.72	0.75	0.69	0.75	0.78	0.91	1.04	0.89	0.88	0.87	0.88
Gregory Terrace Kuranda	1.06	1.10	0.99	1.00	0.99	0.77	0.86	0.82	1.04	0.96	1.11	0.98	1.01	0.89
Mason Rd PS Kuranda	1.15	1.14	1.11	1.18	1.19	1.12	1.16	1.20	1.29	1.23	1.33	1.29	1.18	1.17
Chillagoe	1.10	1.22	1.10	1.15	1.30	1.33	1.16	1.17	1.08	1.11	0.95	1.16	1.11	1.15
Dimbulah	1.19	1.31	1.26	1.49	1.46	1.49	1.40	1.49	1.35	1.25	1.24	1.22	1.21	1.20

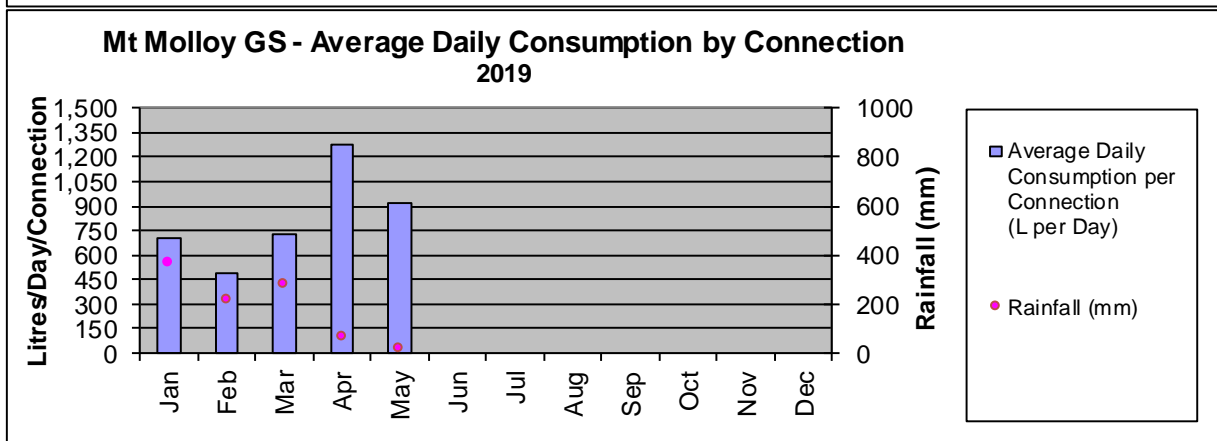
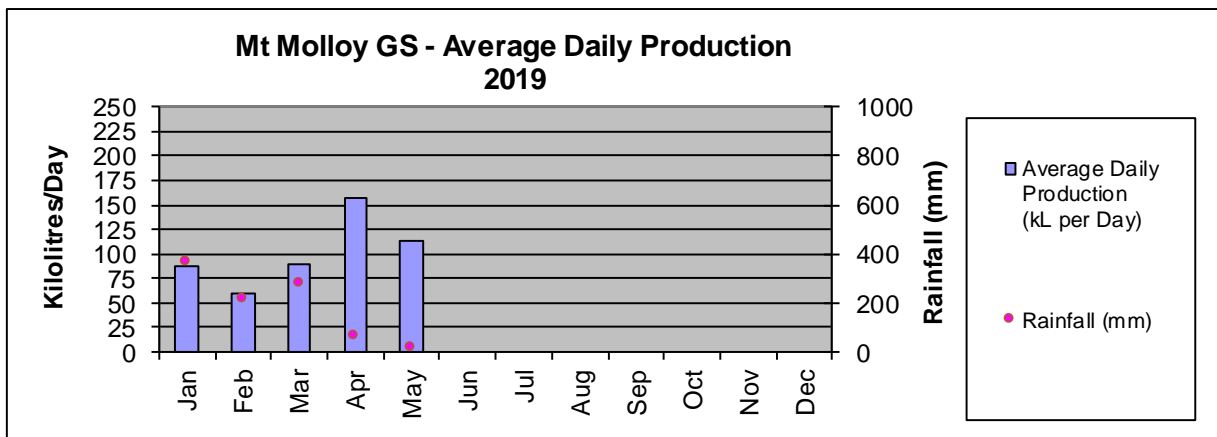
4. Mareeba Water Supply Scheme – Operations Data



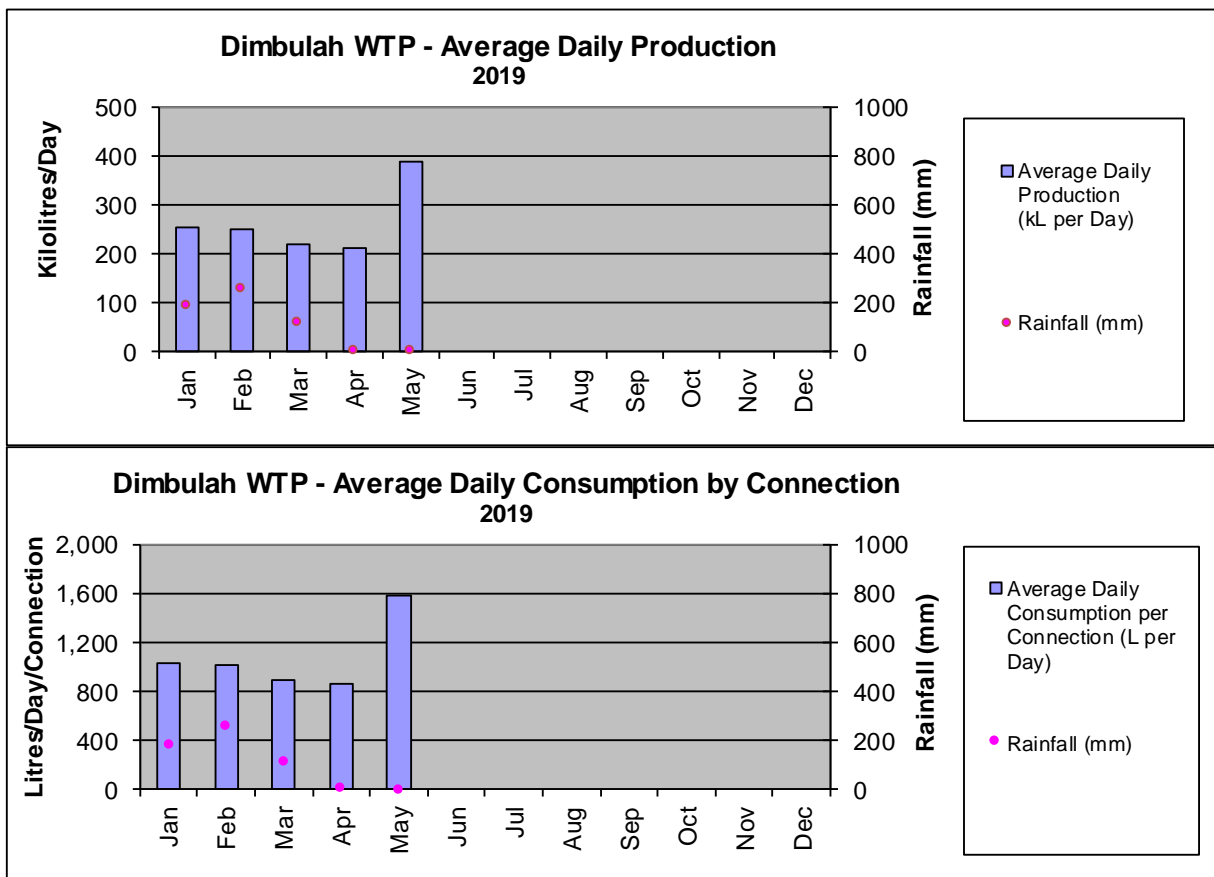
5. Kuranda Water Supply Scheme - Operations Data



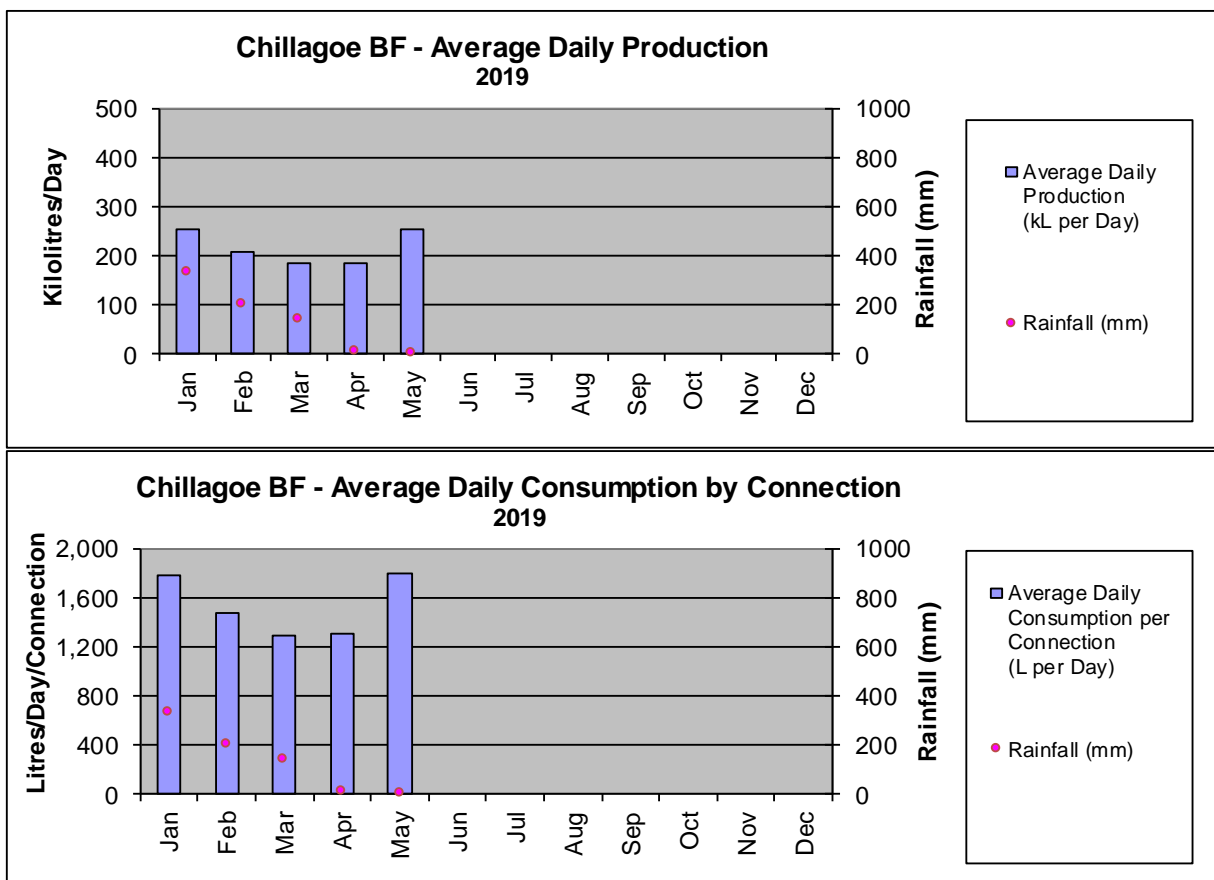
6. Mount Molloy Water Supply Scheme - Operations Data



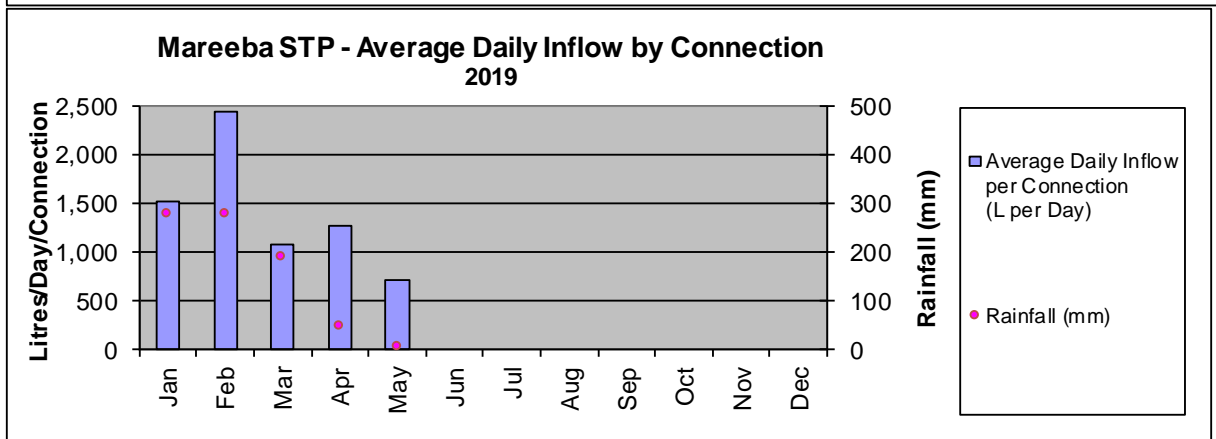
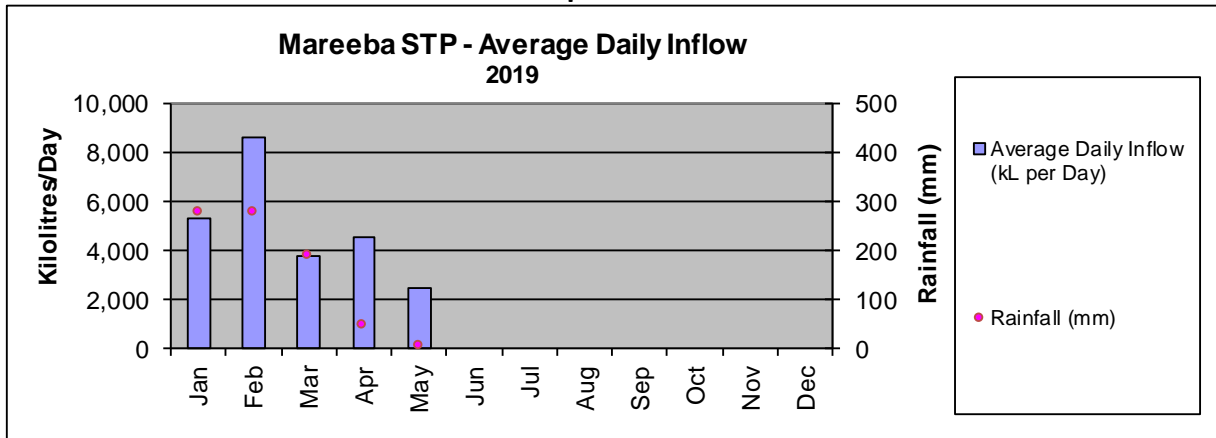
7. Dimbulah Water Supply Scheme - Operations Data



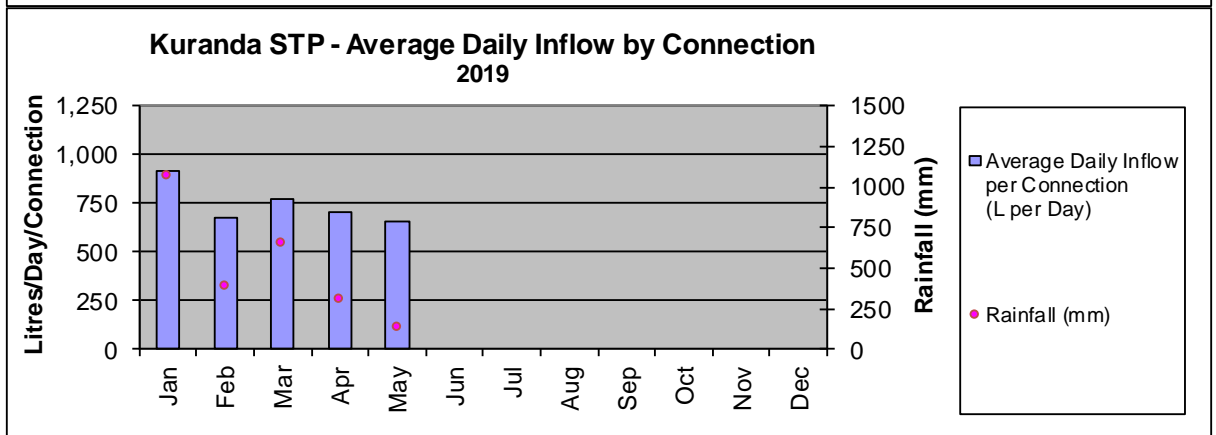
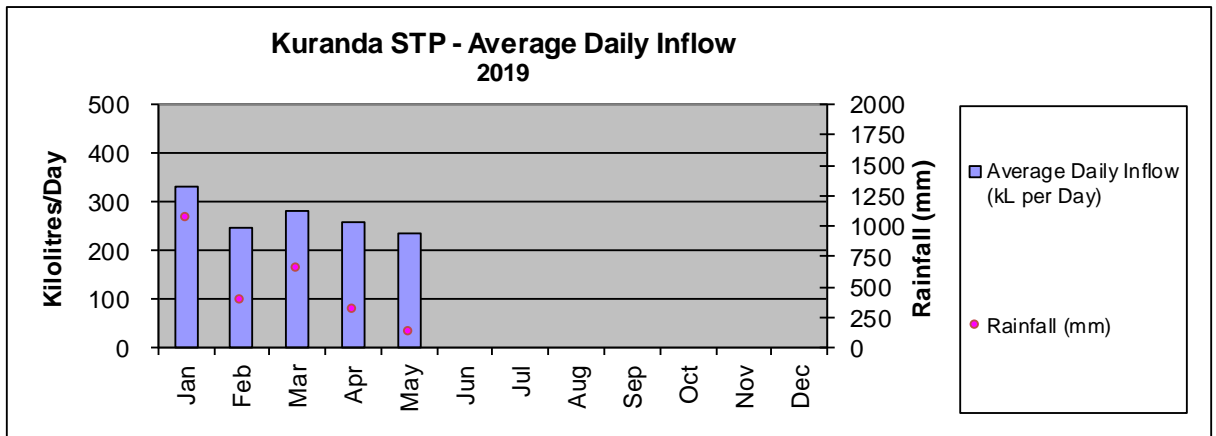
8. Chillagoe Water Supply Scheme - Operations Data



9. Mareeba Wastewater Treatment Plant - Operations Data



10. 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

9.12 TENDER EVALUATION TMSC2019-08 GREEN WASTE MANAGEMENT SERVICES

Date Prepared: 6 June 2019
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

Council currently receives commercial and domestic green waste at all its waste transfer stations at no charge. Management of mulched green waste has been problematic and the cost to Council of mulching and managing green waste is significant with only a portion of costs being recovered through mulch sales. Significant additional capital works are likely to be required in the near future if Council is to continue to manage and mulch green waste on-site at the transfer stations. Over the longer term, continuing the current operation for management of green waste would be significantly more expensive than handing over green waste management to an external party off-site.

Expressions of Interest were invited for an alternative solution for green waste management services in late 2018 under Section 228(3) of the *Local Government Regulation 2012*. Six (6) responses were received and it was resolved to invite two (2) short-listed businesses to provide tenders for the management of Council's green waste.

Shark Recyclers and Panebianco Enterprises Pty Ltd (trading as Cairns Mulch) were invited to tender under TMSC2019-08 Green Waste Management Services and tenders closed on Tuesday 26 March 2019.

This report provides a comparison of tenders received against current operations and makes a recommendation on the preferred tenderer.

RECOMMENDATION

That Council awards Tender TMSC2019-08 Green Waste Management Services to Shark Recycling at the tendered rates for a period of three (3) years with an option of a further one (1) year extension.

BACKGROUND**Current Management of Green Waste**

Council currently accepts and receives commercial and domestic green waste at all its waste transfer stations at no charge. Council received approximately 17,670 m³ of green waste in the 2017/18 financial year. Mareeba and Kuranda Waste Transfer Stations receive the bulk of green waste being disposed of in the Shire (70% and 22% respectively). The smaller waste transfer stations generally do not accumulate large volumes of green waste or mulch; however, Julatten receives large amounts of green waste on occasions.



Green waste and mulched green waste stockpiled at Mareeba Waste Transfer Station

Green waste may not be landfilled or burnt and is therefore mulched, stockpiled and the mulched product is made available for sale to the public from Council's transfer stations. Management of mulched green waste has been problematic at both Mareeba and Kuranda Waste Transfer Stations with large stockpiles of mulch sitting for long periods. The cost to Council of mulching and managing green waste is significant and costs are not fully recovered through mulch sales:

Year	Quantity processed (m ³)	External Costs (mulcher, walking floor & float hire)	Estimated Internal Costs (plant & labour for loading & handling mulch)	Total Cost of Managing Green Waste
2014/15	21,998	\$ 176,024.55	\$ 24,540	\$200,564.55
2015/16	21,571	\$ 171,541.81	\$ 55,605	\$227,146.81
2016/17	18,217	\$ 140,807.90	\$ 38,210	\$179,017.90
2017/18	17,697	\$ 130,774.05	\$ 30,830	\$161,604.05

The quantity of green waste received is largely influenced by weather, with relatively low rainfall in recent years resulting in a decline in the amounts disposed of at the transfer stations since 2014/15. It is expected that larger volumes of green waste could be received in 2018/19 and 2019/20 due to higher rainfall.

The pricing for purchase of mulch is defined in Council's Schedule of Fees and Charges, with the rates for 2018/19 being:

Box trailer or utility load - self load: \$12.00 per cubic metre

Box trailer or utility load - machine to load: \$16.00 per cubic metre

The average net cost of processing and selling the green waste is approximately \$8 per cubic metre:

Year	Revenue from sale of Mulch	Revenue as a Percentage of Total Cost	Revenue as a Percentage of Internal Cost	Net cost (total cost minus revenue)	Total net cost per m ³
2014/15	\$ 15,944.04	9%	65%	\$184,620.51	\$8.39
2015/16	\$ 50,824.05	29%	91%	\$176,322.76	\$8.17
2016/17	\$ 31,292.88	21%	82%	\$147,725.02	\$8.11
2017/18	\$ 23,009.14	17%	75%	\$138,594.91	\$7.83

The price for the sale of mulch is based on partial recovery of Council costs for management of green waste. Typically, only 15-20% of the mulch is sold, with the remainder given away to residents during free mulch giveaway weekends, indicating that the product has some perceived value.

The small amount of revenue from mulch sales has fluctuated over recent years but is generally proportionate to the internal Council cost as most customers purchase mulch based on Council's operators machine-loading the mulch. Overall, the net cost to Council for management of green waste is approximately \$140,000 per year, which is funded through the waste operational budget.

Sales do not cover the cost of mulching and mulch stockpiles sit onsite for very long periods. These stockpiles present real and high-risk economic, safety and environmental harm threats to Council:

Fire Hazard

Heat generated in the stockpiles of mulch lead to spontaneous combustion. There have been several fires in the mulch at Mareeba and Kuranda Transfer Stations. There is potential for further fires to occur within the large green waste stockpiles which accumulate on site. This is particularly hazardous at Kuranda where there presently is no water access for firefighting.

Leachate Hazard

Stockpiled mulch that is exposed to rainfall produces leachate (water that is contaminated from leaching through the mulch). Mulch leachate is dark, unsightly, odorous and has a high oxygen demand when it forms runoff and reaches waterways. Leachate draws oxygen out of the water column and kills wildlife such as the fish that exist in the surface waters treatment system at the landfill. Dead wildlife further deteriorates the water quality in the system.

Mareeba Landfill operates under an Environmental Authority that does not authorise the release of contaminants that cause environmental harm. The production of leachate from stockpiled mulch at Mareeba Transfer Station presents a high-risk threat to the compliance with the surface waters discharge limits of the Environmental Authority. Non-compliance with the Environmental Authority can attract very serious penalties; Council has received a written warning with respect to this non-compliance in previous years.

During the wetter months of the year, landfill staff presently manage the leachate through the hire of pumps and a vacuum truck, however this is labour-intensive and has limited success. To continue the stockpiling of mulch, appropriate control measures will have to be installed to meet compliance with the Environmental Authority, such as the provision of a hardstand floor, a first flush system and reticulation to the existing landfill leachate network. This will require significant capital investment in the order of \$500,000.

Biosecurity Hazard

There are strict requirements for managing green waste which is sourced from yellow crazy ant and electric ant quarantine zones. This is a significant threat to the operation space at the transfer stations as the green waste piles must be separated. Should contamination be found in Council's mulched green waste, this would all need to be disposed of in accordance with biosecurity requirements.

Reduced Operating Space

The large stockpiles of green waste which build up over the course of the year present operational issues to staff at the transfer stations and residents/ratepayers wanting to utilise them. The larger the stockpile becomes the greater its footprint on site which reduces movability and the amount of other recoverable material that Council can receive. Reduction in operating space leads to traffic conflict resulting in safety issues. The green waste stockpile and mulch stockpile at Mareeba Transfer Station has resulted in very limited operating space capacity in the recent months.

Impact of Waste Levy and Resource Recovery Area

There are two (2) key impacts that the Waste Levy will have on green waste management. The first of these impacts is that the amount of space available at the Mareeba Transfer Station for green waste disposal will be reduced as most of the site will be a waste disposal site. The second impact from the waste levy will be an increase in the type of materials which will need to be stockpiled on site to undergo recycling or processing. This will increase demand for already limited space within the Mareeba Resource Recovery Area.

Tenders invited

Council has sought an alternative management solution for the Shire's green waste by inviting expressions of interest under Section 228(3) of the *Local Government Regulation 2012*.

Expression of Interest EOI-MSC2018-03 Green Waste Management Services closed on 23 October 2018 and six (6) responses were received. The EOI assessment process identified two (2) businesses, Shark Recyclers and Panebianco Enterprises Pty Ltd, which could potentially provide a financially sustainable solution to the management of green waste and recognise its value as a commodity.

Shark Recyclers and Panebianco Enterprises Pty Ltd were invited to provide tenders under Tender TMSC2019-08 Green Waste Management Services. Tenders closed 26 March 2019 and both tenderers provided responses.

Tenders were assessed in accordance with the evaluation criteria stated in the tender documentation:

Criteria	Weighting
Tendered Price	40%
Relevant Experience	15%
Key Personnel Skills and Experience	15%
Respondent's Resources	15%
Demonstrated Understanding	15%
Total	100%

A summary of the tenders received is set out below.

Item	Unit	Shark Recyclers Rate ex GST	Panebianco Enterprises Rate ex GST
Onsite Mulching Mareeba	m ³	\$5.30	\$6.00
Onsite Mulching Kuranda & Julatten	m ³	\$5.30	\$6.00
Mulch and Remove Green Waste Mareeba	m ³	\$8.30	\$9.00
Mulch and Remove Green Waste Kuranda & Julatten	m ³	\$9.75	\$10.45
Total estimated cost per year based on 17,670 m³		\$152,000	\$167,000

Shark Recyclers operates an approved compost site at Bibbohra and have proposed to utilise Council's green waste in the manufacturing of compost at this facility. Their offer is based on mulching green waste on-site at Mareeba Shire Council's waste transfer stations before transporting it to their facility for further processing into compost. Shark Recyclers presently produces and markets commercial quantities of a range of compost products.

Panebianco Enterprises Pty Ltd trading as Cairns Mulch operates on-site vegetation clearing and mulching services throughout the region and supplies various grades of mulch and compost through its facility in Woree. Panebianco Enterprises currently undertakes on-site mulching for green waste at Council's transfer stations. Their offer is based on mulching green waste on-site at Mareeba Shire Council's waste transfer stations before transporting it off-site for further processing.

During the tender assessment process, further clarification was sought from Shark Recyclers regarding Council's requirement that it can retain 100 tonnes of mulch as detailed in the tender invitation. The initial offer from Shark Recyclers did not include this provision, however following clarification, Shark Recyclers advised they would meet this requirement of the tender. This quantity of material is being retained for sale to domestic customers.

While both tenders present a similar option for managing green waste, Shark Recyclers is a local business and their offer is lower in price compared with the offer from Panebianco Enterprises.

The offer from Shark Recyclers represents:

- best value for money,
- promotes an environmentally friendly solution to Council's green waste management,
- promotes the development and growth of secondary markets within our region, and
- helps to develop a circular economy by keeping waste materials in the economy at the highest value for as long as possible.

The tender from Shark Recyclers is the preferred tender as it provides a sustainable long-term green waste solution which keeps the resource in the local economy at the highest value for as long as possible.

Comparison between preferred tender and current operations

The operational cost for Shark recyclers to mulch and transport green waste is slightly more expensive than the current approach whereby Council mulches and manages green waste. If Council sells similar, small quantities of retained mulch as previously at the current rates, the cost in both scenarios would be offset by revenue of approximately \$20,000.

Item	Shark Recyclers (ex GST)	Current process (ex GST)**
Operational Cost (estimated based on 17,670 m3)	\$ 20,000	\$ 32,000
Mulching/contractor costs	\$152,000	\$136,000
Total Cost	\$172,000	\$168,000

**Cost for current process based on 2017/18 figures projected to 2019/20 by applying 4% to account for inflation.

In addition, if Council wishes to continue to mulch and manage green waste as is currently being undertaken, it is likely that additional leachate management infrastructure will need to be installed, such as the provision of a hardstand floor, a first flush system and reticulation to the existing landfill leachate network. This will require significant capital investment in the order of \$500,000. This

infrastructure will not be required if Council proceeds with the tender, as far less leachate will be generated from the small stockpile of material that will be retained for sale to the public.

Therefore, over the longer term, continuing the current operation for management of green waste is significantly more expensive than handing over green waste management to a contractor. Council continuing management green waste itself will be twice as expensive as handing it over to a contractor over a three-year period based on the need to install additional leachate management infrastructure.

The advantages and disadvantages of the options for green waste management is summarised as follows:

	Shark Recyclers	Current process
Advantages	<ul style="list-style-type: none"> • No capital cost and lowest cost over long term • Waste staff's time not spent managing green waste can be invested in resource recovery activities • Aligns with Council's Waste Strategy through value-adding to a waste product to convert it to beneficial compost for the agricultural sector 	<ul style="list-style-type: none"> • Lower operational cost • Large quantities of mulch are freely available for purchase and regular free mulch giveaway weekends
Disadvantages	<ul style="list-style-type: none"> • Higher operational cost compared with current operations • Likely that residents will no longer have opportunity for free mulch on giveaway weekends as limited amounts will be retained for sale should Council decide to continue selling mulch and not giving it away. 	<ul style="list-style-type: none"> • Likely capital cost of \$500,000 needed for leachate management and highest cost over long term • Excessive mulch retained in stockpiles which causes environmental, safety, and operational issues • Risk of environmental enforcement action if additional leachate management infrastructure not installed • Limited market for green waste

Based on the assessment of tenders, and comparison of with current operations, it is proposed to award Tender TMS2019-08 Green Waste Management Services to Shark Recyclers for an initial three (3) year term with a one (1) year extension at Council's discretion. This option presents the greatest value for money, lowest long-term cost and lowest risk to Council.

RISK IMPLICATIONS

Environmental

The offer by Shark Recycling is consistent with Council's Waste Management Strategy where green waste is recovered and processed into beneficial compost for the agricultural sector. This could help to reduce the use of fertilizer and therefore reduce nutrient runoff into the Great Barrier Reef.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Green waste is not authorised to be deposited in the Mareeba landfill unit under Council's Environmental Authority EPPR01792213. Green waste mulch has been difficult to on sell to the

public and is resulting in large stockpiles. These stockpiles represent a high risk of combustion onsite as well other biosecurity risks unique to Far North Queensland. Shark Recycling is authorised under Environmental Authority EPPR02953115 to receive and compost green waste and is therefore a way to reduce Council's legal risk.

FINANCIAL AND RESOURCE IMPLICATIONS

Operating

The current net cost to Council for management of green waste is approximately \$140,000 per year, which is funded through the waste fund operational budget.

Is the expenditure noted above included in the current budget?

Yes

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.

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

Community consultation through Corporate Communications Officer.

10 OFFICE OF THE CEO**10.1 PETITION FROM SPEEWAH DISTRICT RESIDENTS ASSOCIATION REGARDING TELEVISION RETRANSMISSION SERVICE IN SPEEWAH**

Date Prepared: 4 June 2019

Author: Chief Executive Officer

Attachments: 1. Correspondence from Speewah District Residents Association enclosing petition [↓](#)

EXECUTIVE SUMMARY

This report introduces a petition from Speewah District Residents Association which was received by Council on 4 June 2019, which requests Council reconsider its decision to cease the community's digital television terrestrial self-help retransmission services.

RECOMMENDATION

That Council receives the petition.

BACKGROUND

In terms of Council's Standing Orders, Council has three (3) options with regard to petitions that are tabled and these are:

1. The petition be received; or
2. The petition be received and referred to a committee or officer for consideration and a report to Council; or
3. The petition not be received because it is deemed invalid.

The petition generally meets the requirements as per the Standing orders as the Petition has 10 signatures. This petition had 204 signatures. The signatures represented 93 of the 324 individual properties that pay the levy. The remaining signatures were either from supporters or additional residents of a property.

The petition reads as follows:

"Speewah community members residing in the Speewah Benefited area as per the attached map, hereby request that Mareeba Shire Council reconsider its decision to cease the community's digital television terrestrial self-help retransmission services based on a purported response rate of approximately 26%.

Several community members affected by the cessation have indicated that they did not receive the letter and ballot forwarded on 8 May 2018, advising of the proposal to increase the levy paid by residents for retransmission of television services in the Speewah Benefited Area.

Connection to the Viewer Access Satellite Television (VAST) as suggested carries a cost of \$900 for one television set, and an additional \$400 for each extra set. We consider this an unacceptable, and indeed unattainable expense for most households.

The undersigned support this petition to Council. Those in the affected area have indicated same. Other community members have signed in support in recognition of cancellation being an unacceptable cost cutting exercise in a community only a short distance from a major city, and with a 21st Century perception of the right to Free to Air television and as ratepayers, the support of its elected local Council in this regard."

The petition is attached to this report.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

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 Head Petitioner will be notified of Council's decision.



Speewah District Residents Association

Phone: (07) 4093 0449 / 0417 796 310
 Secretary: Suzy Grinter
 70 Veivers Drive, Speewah, QLD 4881
 Email: suzy@wordfactory.com.au
 Incorporation No 1A11475

N/A

TEL-TOW



4 June 2019

Mr. Peter Franks
 Chief Executive Officer
 Mareeba Shire Council
 PO Box 154
 MAREEBA QLD 4880

Dear Peter

Re: Television Retransmission Service – Speewah

Further to telephone conversations and our discussions with Mayor Tom Gilmore and Councillors Lenore Wyatt, Angela Toppin and Mary Graham recently at Speewah Residents Association meetings, we hereby submit a petition in support of retaining of the current retransmission kindly facilitated by Mareeba Shire Council.

You will note from the attached pages of signatures that there is considerable support for our petition from the wider Kuranda region and non ratepayer residents of Speewah, in recognition of the fact that the lack of free to air television in a rural residential area only 17km from Cairns (as the crow flies), is unacceptable to most people in the 21st Century. Whilst we recognise that the ratepayer decision is the deciding factor, we believe the attached signatures represent a significant upswelling of opinion, particularly given the very short period (less than a week) that the petition has been in situ, which does not allow us to access absent property owners.

We also appreciate that ratepayers had the opportunity to vote on this issue through ballot via a letter dated 12 April 2018. Unfortunately, as advised, several ratepayers indicated that they had not received this communication. As made clear at our recent meeting, this cannot be validated, of course, but there eventuated a growing realisation that our service would indeed be terminated.

There are numerous concerns regarding cessation of this retransmission service. The alternative suggested by Council is Viewer Access Satellite Television (VAST). Quotes for installation of the necessary equipment vary from \$600 to \$900 for initial set up, with approximately \$400 for each additional set within a household.

Minister for Fire and Emergency Services and State Member for Barron River, the Hon. Craig Crawford has pledged his full support for our plea to Council to maintain the existing service emanating from the transmission tower at Speewah. Please see the attached support letter from the Minister indicating his concern regarding the provision of local news in the event of an emergency situation.

Other areas of concern include:

- It has been noted that many people will opt to watch television through the internet rather than VAST, which will result in considerable slowing of internet speed for the whole community. In this way the lack of television transmission is going to impact all internet users in Speewah whether they watch television or not. When the television service is not working, it has been noted that internet slows down, as a result of people streaming media through their WIFI.

1 | Page

- Lack of television transmission will have a negative affect on property values, which should be reflected in the rates.
- Jax Bergesen of Kuranda was advised by the Mayor of Mareeba Shire Council that "Kuranda contributes more in rates than it gets back". There has been some discussion that in this case this surplus could be redirected to the retransmission service.

We are aware there will inevitably be a few residents who do not wish to support this endeavour as they have made their own arrangements or are fortunate enough to access the Bellenden Ker tower. The Residents Association and community focused residents would point out that many of us do not utilise the swimming pool, or take our own refuse to the dump, or do not use the library. Sharing access to facilities is all part of cohesive community living and vital to community cohesion (caring for others).

Most importantly, it was advised by Cr Lenore Wyatt at a Residents Association meeting, that there was an overwhelmingly positive response to the ballot. Although there was a low response to the ballot, there was a significantly positive response in favour of maintaining the service. Consequently, it would appear that in fact a majority vote was achieved.

In the words of Council's letter of 12 April 2018:

"Council's decision on continuing to charge the levy for the rebroadcast service or not will be based purely on the results of the ballot **with a simple majority of ballots returned forming the basis of the decision.**"

As we are unable to contact absent owners, due to understandable privacy laws in respect of access to ratepayer information, we rely on Council acting in good faith to add those ratepayers who responded in the affirmative (to continue to pay the levy) to Council's ballot.

We look forward to hearing of continuation of this very valuable service. We hope to maintain a collaborative, positive relationship with Council based on a demonstrated recognition of our needs as a community.

Thank you.

Yours sincerely



Suzy Grinter
Secretary

On behalf of the Speewah Residents Association and Speewah Community



Speewah District Residents Association

Phone: (07) 4093 0449 / 0417 796 310
 Secretary: Suzy Grinter
 70 Veivers Drive, Speewah, QLD 4881
 Email: suzy@wordfactory.com.au
 Incorporation No 1A11475

PETITION

To: Mareeba Shire Council
 PO Box 154
 MAREEBA QLD 4880
 Attn: Mr Peter Franks, Chief Executive Officer

Speewah community members residing in the Speewah Benefited area as per the attached map, hereby request that Mareeba Shire Council reconsider its decision to cease the community's digital television terrestrial self-help retransmission services based on a purported response rate of approximately 26%.

Several community members affected by the cessation have indicated that they did not receive the letter and ballot forwarded on 8 May 2018, advising of the proposal to increase the levy paid by residents for retransmission of television services in the Speewah Benefited Area.

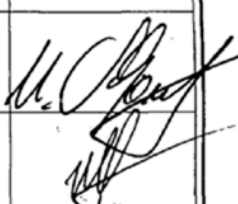
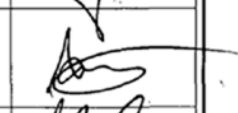


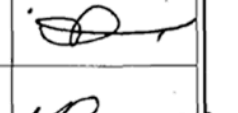
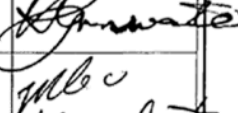
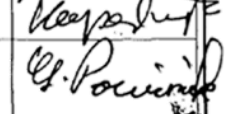
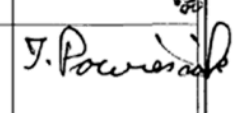

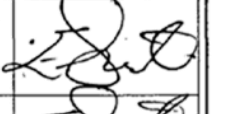
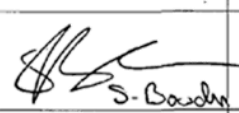
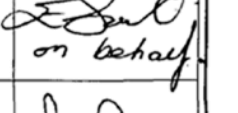

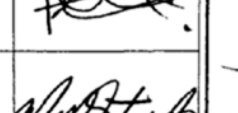
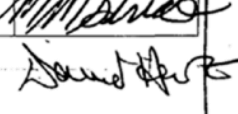


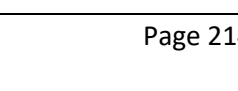
Connection to the Viewer Access Satellite Television (VAST) as suggested carries a cost of \$900 for one television set, and an additional \$400 for each extra set. We consider this an unacceptable, and indeed unattainable expense for most householders.

The undersigned support this petition to Council. Those in the affected area have indicated same. Other community members have signed in support in recognition of cancellation being an unacceptable cost cutting exercise in a community only a short distance from a major city, and with a 21st Century perception of the right to Free to Air television and as ratepayers, the support of its elected local Council in this regard.



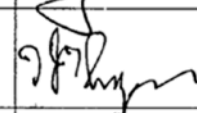

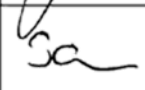

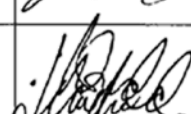
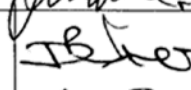
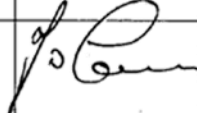
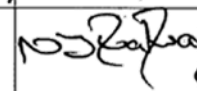
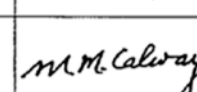
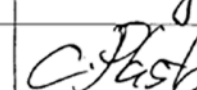
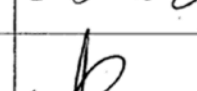

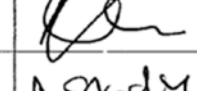

Name	Address	Speewah Benefited Area affected by Council Decision	Supporter not in SBA	Signature
Michele Woods	38 Speewah Road Speewah.	✓		
Adam Gering	392 Ganyan Dr.	✓		
Des Evans	21 Walnut St	✓		
Mick Richards	67 Senic	✓		
Peter Fitzgerald	32 Senic Ave	✓		






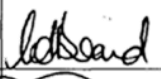

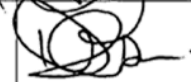




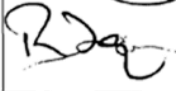
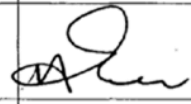


Name	Address	Speewah Benefited Area affected by Council Decision ✓	Supporter not in SBA	Signature
C. RITCHIE	61 SPEEWAH RD	✓		C.R.
Charles Judson Owen	3412 Gangan Drive	✓		elo
LEE-ANN LEWIS	23 WALNUT CLOSE SPEEWAH	✓		[Signature]
Michelle TURNER	608 Venus Drive Speewah	✓		gem
Michelle	63 VICARS PT SPEEWAH	✓		vi.
Roelene Shepherd	104 VEIVERS DR Speewah	✓		[Signature]
Caitlyn Shepherd	104 VEIVERS DR Speewah	✓		[Signature]
NEVILLE GRACIONS	8 PRIMER CLOSE SPEEWAH	✓		[Signature]
CANDICE SIGMER-TWINE	105 STONEY CK RD SPEEWAH	✓	✓	[Signature]
DENNIS TWINE	105 STONEY CK RD SPEEWAH	✓		[Signature]
NORMA SIMPSON	49 MARGARY AVE SPEEWAH	✓		[Signature]
109 Kewick	6409 Rd. Speewah	✓		[Signature]
MARLY HEATT	64 SCENIC DRIVE	✓		[Signature]
MICHAEL BU	56 WILLIAM SMITH DRIVE SPEEWAH	✓		[Signature]
Kelley House	719 Speewah Rd	✓		[Signature]
Dennis Kuback	53 CARDINIA RD Speewah	✓		[Signature]


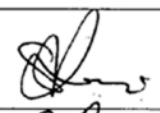
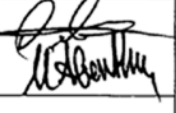
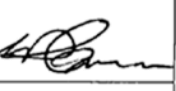
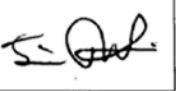

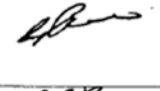

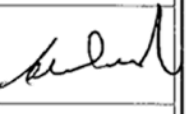
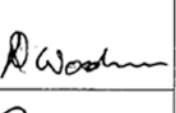
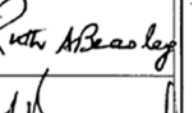
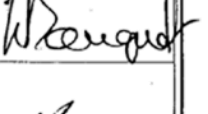
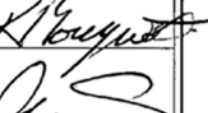
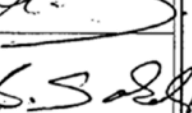
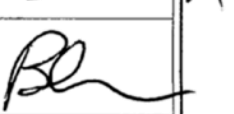

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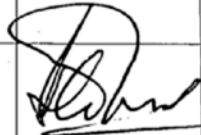


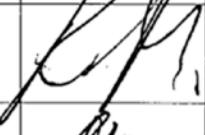


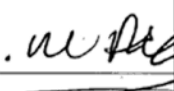
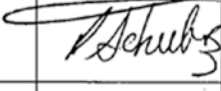
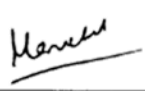
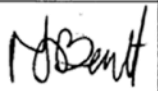
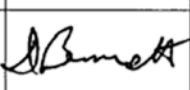
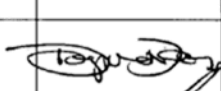

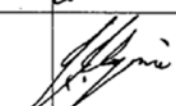
	Name	Address	Speewah Benefited Area affected by Council Decision	Supporter not in SBA	Sig
	Udo OCHONFEUST	36 KELLY RD SPEEWAH	✓		
	M & P Given	113 Stony Ck Rd	✓		
	ADEN BRIM	273 speewah Rd	✓		
	John Lumsden	Koah	✓		
	Colin Watts	Speewah	✓		
R	ARTHUR PRICE	VEIVERS DRIVE SPEEWAH	✓		
	HEATHER BRIMMADE	101 Stony Creek Rd.	✓		
	Mary van Keyser.	31 Sanctuary Close	✓		
	G. Powrie	134 Speewah Rd	✓		
	I. Powrie	134 Speewah Rd	✓		
	 S. Borden	242 Gangan Dr.	✓		
R	Eileen Short	115 Gangan Dr Speewah.		✓	
	Tony Short.	148 Speewah Rd Speewah.	✓		
	Peter CRAMP	82 CARDINIA BLVD	✓		
	PAULA CLARKE	48 SCENIC DR SPEEWAH	✓		
R	MARGARET STRIDE	48 SCENIC DR. SPEEWAH	✓		
21	DAVID HOWE	136 WILLIAM SMITH DRIVE	✓		

Name	Address	Speewah Benefited Area affected by Council Decision	Supporter not in SBA	Signature
Angie Trumble	33 Speewah Rd Speewah	✓		AT
Isaac Ogler	33 Speewah Rd	✓		Isaac
JOSH BARTHELT	33 SPEEWAH RD	✓		JTB
Ruth Yon	34 Douglas Creek	✓		Ruth
Kylie Taylor	336 Speewah Rd	✓		Kylie
Louise Woods	38 Speewah Rd	✓		Louise
Voronica Calway	19 Middlemiss St Mareeba 4880		✓	Calway
Michelle Bennett	294 Canyon Drive Speewah	✓		Michelle
DENNIS SIMMONS	44 Freedom Close SPEEWAH	✓		Dennis
Kirsten Kolijn	60 Speewah Road	✓		Kirsten
BRUNO FOGALE	61 WILLIAM SMITH DRIVE	✓		Bruno
DEAN O'BRIEN	95 STONEY CREEK RD, SPEEWAH	✓		Dean
Emily Welch	273 Speewah Rd. Speewah	✓		Emily
Jon Fowles	66a. MASONS Rd Kuranda	✓		Jon
Karina Barnes	95 Stoney creek	✓✓		Karina
Warren Pine	37 Douglas Track Speewah	✓		Warren
Jeanne Pine	37 DOUGLAS Track Speewah	✓		J. Pine


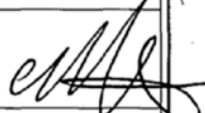
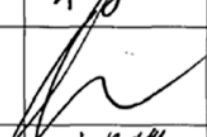
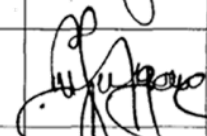

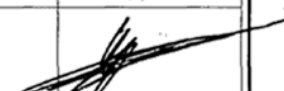
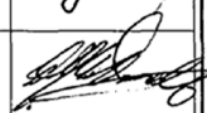
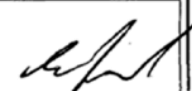
Name	Address	Speewah Benefited Area affected by Council Decision ✓	Supporter not in SBA	Signature
R. GILKERSON	44 WILLIAM SMITH SPEEWAH			
SUZANNE GRINTER	70 Veivers Drive Speewah	✓		
TREVOR THOMPSON	147 Veivers Dr Speewah	✓		
Mark Jones	49 Scenic Dr	✓		
JENNIFER GREEN	79 Scenic Dr	✓		
HAMISH BULLEN	1480 HODZIC RD KOAH	✓		
Jeanette Wormald	37 Scenic Dr	✓		
JANE BAXTER	18 Scenic Dve Speewah	✓		
JOHN LOWANS	72 KELLY RD SPEEWAH	✓		
NORMAN CALWAY	27. FREEDOM CLOSE SPEEWAH	✓		
MARGARET CALWAY	27 FREEDOM CLOSE SPEEWAH	✓		
Chris Plasto	201 Speewah Rd Speewah	✓		
Allison Plasto	201 Speewah Rd Speewah	✓		
N. J. S. Stackley	29 Veivers Drive Speewah	✓		
Avril Stackley	29. Veivers Drive Speewah	✓		
JAN BLUG	14 Scenic Drive SPEEWAH	✓		

Name	Address	Speewah Benefited Area affected by Council Decision ✓	Supporter not in SBA	Signature
Chris Jones	15 Pioneer Cl.	✓		
CAMERON BEARD	28 VIEWERS DRV	✓✓		
NOVA BEARD	28 VIEWERS DRV	✓		
JAKE BEARD	28 VIEWERS DRV	✓		
Kim Beard	28 Viewers Dr	✓		
CAROL BEARD	32 Viewers Drv	✓		
Kim Beard	32 Viewers Drv	✓		
DAVE TURNBULL	18 SCENIC DRIVE	✓		
CARWIN BAKER	15 WILLIAMSMITH DR	✓		
Lisa Inman	17 Sanctuary cl	✓		
RAY WILSON	102 Koch Road	✓		
D. Kingston	30 Enigma Close.	✓		
R. Fox	36 SCENIC DRIVE	✓		
A Fox	36 Scenic Dr Speewah	✓		
B. Cartwright	7 Pomp Close	✓		
J. Richards	19 Scenic Dr	✓		




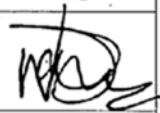

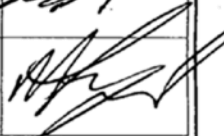
	Name	Address	Speewah Benefited Area affected by Council Decision ✓	Supporter not in SBA	Signature
R	Amanda Purkis	72 Scenic Drive Speewah	✓		
R	Sholae Kew	9 Pioneer Cr. 8 Speewah	✓		
2	CHRIE Hayden ABENTHAM	112 Speewah Rd. KURANDA 4881	✓		
	Liv Camac	61 Speewah Rd Speewah	✓		
R	Sim Ritchie	61 Speewah Rd	✓		
	Lucien Kew	87 SEBOK BA	✓		
	Graeme Bell	52 Forest Cr. 8 Speewah	✓		
	Leas Klein	159 Gangan Cr.	✓		
	CHARLES WOODMAN	15 SCENIC DRIVE	✓		
	DIANE WOODMAN	15 SCENIC DR	✓	✓	
R	RUTH BEASLEY	106 DOUGLAS TRACK	✓		
	Lyne Bouquet	121 Stony Creek Rd	✓		
	Ron Bouquet	121 STONY CREEK RD	✓ → ✓		
	Trina Corry	283 Speewah Rd.	✓		
	Bill Sokolich	283 Speewah Rd.	✓		
	BRAD LEWIS	23 WALNUT CLOSE	✓		




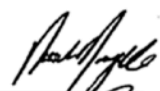
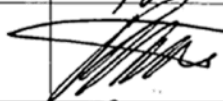
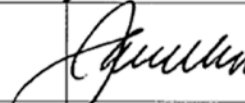
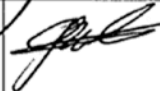

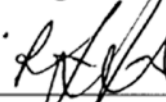





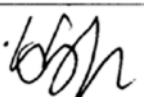
Name	Address	Speewah Benefited Area affected by Council Decision	Supporter not in SBA	Signature
Bob Colman	Loale.	✓		
Lisa Capon	68 Ganyan Drive Speewah	✓		
STEPHEN Richardson	68 Ganyan Dr SPEEWAH	✓		
RAY R. TONIE	31 SANCTUARY Close Speewah	✓		
GERALDINE HOSOI	186 GANYAN DR SPEEWAH.	✓		
Sonya Koreny	186 Ganyan Drive, Speewah	✓		S. Koreny.
Kay Holmes	36 Freedom Close Speewah	✓		
MARV AUSTIN	44 DOUGLAS TRACK SPEEWAH	✓	✓	
Pam Scholtz	165 Stoney Ck Rd	✓		
MANICKAM MUTHU.	114 CARDINAL BLVD SPEEWAH QUARTERS	✓		
Nicola Bennett	49 MAHOGANY AVE SPEEWAH	✓		
DEAN BENNETT	49 MAHOGANY AVE SPEEWAH	✓	WTF	
Dagmar Dawson	253 Ganyan Dr Speewah	✓		
TONY SUKKAR	338 Speewah rd	✓		
John Spence	293, " "	✓		

Name	Address	Speewah Benefited Area affected by Council Decision ✓	Supporter not in SBA	Signature
Donna HUTCHINS	35 VEIVERS DR SPEEWAH	✓		<i>Donna Hutchins</i>

Name	Address	Speewah Benefited Area affected by Council Decision	Supporter not in SBA	Sig
PETER MCWATERS	36 KELLY RD SPEEWAH.	✓		
SARAH WATSON	84 Scenic drive Speewah	✓		S. Watson
Chris Hewitt	102 Scenic Dr Speewah -	✓		
ROBERT TAYLOR	336 SPEEWAH RD SPEEWAH	✓		Taylor
MARGARET O'DONOGHUE	42 SCENIC DR SPEEWAH	✓		
Jaki Pope-sitters	112 Speewah Rd Speewah	✓		J.P.M.
Linda Guy	56 Koah Rd Koah		✓	L. Guy
RICHARD MUSGRAVE	18 SANCTUARY CHASE SPEEWAH	✓		
PETER MALLISTER	138 VEIVERS DRIVE KULANDA 1888	✓		
Tracy	79 William Smith Ave Speewah.	✓		T. Mallister
Mick Knight	77 VIEVES DRIVE Speewah	✓		
Bernie Hall-Matthys	315 Canyon Drive Speewah QLD 488	✓		B.H.M.
Gage Bennett	49 Mahogany Ave. Speewah	✓		G.B.
J. McDonald	268 Canyon Dr SPEEWAH.	✓		
Charlotte Dager de Genille	20 Douglas Track Speewah	✓		C. de Genille
Wendy O'Brien	101 Stone Creek Road	✓		

Name	Address	Speewah Benefited Area affected by Council Decision ✓	Supporter not in SBA	Signature
ANETA THOMSEN	21 WILLIAM SMITH DR SPEEWAH	✓		A. The
JAN ANDERSEN	- " -	✓		Signature
Glen Shepherd	104 VEVERS DRIVE	✓		Signature
Allison Riches	231 SPEEWAH RD SPEEWAH	✓		Signature
Leanne PLASTO	201 Speewah RD SPEEWAH	✓		Signature
DEAN BARBER	289 GANYAN DR SPEEWAH	✓		Signature
ANN HARTH	Stoney Creek Rd Speewah	✓		Signature
I.A. EDWARDS	8 SANCTUARY CLOS SPEEWAH	✓		Signature
ANDREW RILEY	17 PIONEER CL. SPEEWAH	✓		Signature
M. BUTLER	28 DOUGLAS ST.	✓		Signature
M. PAULI	33 POSSUM CLOSE	✓		Signature
Paloma Ramos	19 Cadaga Close Speewah	✓		Signature
Theodore Beasley	"	✓		Signature
TEDDY RAMOS	19 Cadaga Close	✓		Signature
Jeff Hilton	52 Edwards Elgar	✓		Signature
Sarah Dougherty	91 Scenic DR	✓		Signature

Name	Address	Speewah Benefited Area affected by Council Decision ✓	Supporter not in SBA	Signature
Luke Romyn	91 SCENIC DR	✓		
Karen Hansen	91 Scenic Dr	✓		K. Hansen
NICOLE ECHER	LOTS BOYLES RD		✓	
Jesse Hare	07 pump close	✓		J. Hare
Joan Hare	07 pump close	✓		Joan Hare
Joan Hare	07 pump close	✓	✓	Joan Hare
Sera Staves	97 Hoey Rd.	✓		Sera Staves
Cadey Rowe	15 Edward Elgar Close	✓		
Anne Austlin	44 Douglas Track.	✓		one aust
L. Coombs	Ledra Park Rd KRAID	✓		L. Coombs
Garbelleni	13 William Smith Dr	✓		Garbelleni
DAVID GREEN	391 GANYAN DRIVE	✓		David Green
Nasana Weeraratne	391 Gangan Dr Green	✓		
Jodi KRISANSKI	84 Gangan Drive	✓		Jodi
Michael Krisanski	84 Gangan Drive	✓		
MARK HAYWOOD	8 Pioneer Close	✓		

Name	Address	Speewah Benefited Area affected by Council Decision ✓	Supporter not in SBA	Signature
CHERYL POW	23 DOUGLAS TRACK SPEEWAH	✓		
ADRIAN AITCHISON	23 DOUGLAS TRACK SPEEWAH	✓		
Kirsten Kolijn	60 Speewah Road SPEEWAH	✓		
Diana Mayock	48 Ganyan Drive Speewah	✓		
ROB STEPHENSON	24 WILLIAM SMITH DRIVE SPEEWAH	✓		
Fiona Candlish	110 VIVERS DRIVE SPEEWAH 4881	✓		
Colin White	110 VIVERS DRIVE Speewah 4881	✓		
ROZ Owen	392 Ganyan Dr Speewah 4881	✓		
RALPH GRIFFITHS	9 FORREST CLOSE SPEEWAH 4881	✓		
VERA DEENE GRIFFITHS	9 FOREST CLOSE SPEEWAH 4881	✓		
WAKEN MCDONALL	18 WAINWRIGHT CLOSE SPEEWAH 4881	✓		
CATE JOHNSON	30 FREEDOM CLOSE, SPEEWAH 4881	✓		
Kathy Boschier	54 Kelly Rd Speewah 4881	✓		
ANNETTE STOCKLEY	WILSONS DRIVE SPEEWAH	✓		
Scott Stockley	29 VIVERS Drive Speewah	✓		

Shane
Penkale 33 Sandhurst
Close.



Speewah District Residents Association

Ph: (07) 4093 0449 / 0417 796 310
 Secretary: Suzy Grinter
 70 Veivers Drive, Speewah, QLD 4881
 Email: suzy@wordfactory.com.au
 Incorporation No 1A11475

PETITION

To: Mareeba Shire Council
 PO Box 154
 MAREEBA QLD 4880
 Attn: Mr Peter Franks, Chief Executive Officer

*Foodworks
Kuranda*

Re: Cessation of television transmission services to Speewah residents

As fellow Kuranda residents, we request your support in our petition to Mareeba Shire Council to maintain our television services after the end of the current financial year.

Speewah community members residing in the Speewah Benefited area as per the attached map, hereby request that Mareeba Shire Council reconsider its decision to cease the community's digital television terrestrial self-help retransmission services based on a purported response rate of approximately 26%.

Several community members affected by the cessation have indicated that they did not receive the letter and ballot forwarded on 8 May 2018, advising of the proposal to increase the levy paid by residents for retransmission of television services in the Speewah Benefited Area.

Connection to the Viewer Access Satellite Television (VAST) as suggested carries a cost of \$900 for one television set, and an additional \$400 for each extra set. We consider this an unacceptable, and indeed unattainable expense for most householders. It also carries the loss of local services, which is unacceptable in the event of emergency situations such as cyclones, flooding etc.







The undersigned support this petition to Council. Those in the affected area have indicated same. Other community members have signed in support in recognition of cancellation being an unacceptable cost cutting exercise in a community only a short distance from a major city, and with a 21st Century perception of the right to Free to Air television and as ratepayers, the support of its elected local Council in this regard.

Please tick the appropriate column.

Name	Address	Resident (Ratepayer) of Speewah Benefited Area affected by Council Decision	Supporter not in SBA	Signature
Trish Marshall	P.O. Box 14 EARLVILLE QLD 4870	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>[Signature]</i>
NEIL DAVIS	409 MYOLA RD KURANDA Q 4881	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>[Signature]</i>
Scott Munday	34 KUKI CRE Speewah 4881	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>[Signature]</i>

19/6/19

[illegible]

Name	Address	Speewah Benefited Area affected by Council Decision	Supporter not in SBA	Sig
ROBERT HARRIS	381 GANYAN DR OSPEWAM.	✓		
PAUL KENNIS	306 GANYAN DR SPEEWAH	✓		
Samuel Venny	34 CALDWELL RD	✓		
R in Downd MATT COVE	57 DOUGLAS TRAIL	✓		
MATT COVE	LOT 6 NATASHA CE KOUTA	✓		
R JIMI HANNAN	53 WILLIAM SMITH DR SPEEWAH	✓		

11 CONFIDENTIAL REPORTS

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012:

11.1 Organisational Development Progress and Information Report

This matter is considered to be confidential under Section 275 - b of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with industrial matters affecting employees.

12 BUSINESS WITHOUT NOTICE

13 NEXT MEETING OF COUNCIL

14 FOR INFORMATION

14.1 SUMMARY OF NEW PLANNING APPLICATIONS & DELEGATED DECISIONS FOR THE MONTH OF MAY 2019
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Date Prepared: 4 June 2019

Author: Senior Planner

Attachments: Nil

Please see below information.

Summary of new Planning Development Applications and Delegated Decisions for May 2019

New Development Applications					
Application #	Lodgement Date	Applicant/ Address	Property Description	Application Type	Status
RAL/19/0008	07/05/2019	Wade Venturato C/- Scope Town Planning 106 Bryde Road, Mareeba	Lot 1 on RP747548	ROL (1 into 2 Lots)	In Decision stage
RAL/19/0009	08/05/2019	Rosella Sub TC Pty Ltd C/- RPS Australia Pty Ltd 2332 Mareeba-Dimbulah Road, Arriaga	Lot 155 on SP202897 & Lot 156 on SP202898	ROL (Boundary Realignment)	In Decision stage
RAL/19/0010	13/05/2019	NQ Co-Op Ltd C/- Freshwater Planning	Lot 1 on M356124	ROL (1 into 2 Lots)	In referral stage
MCU/19/0007	20/05/2019	Nathan & Sharee Walmsley C/- Emergent Building Approvals 3224 Mareeba-Dimbulah Road, Mutchilba	Lot 450 on HG575	MCU Dwelling House (Secondary Dwelling)	In Decision stage

Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
RAL/19/0004	07/05/2019	G Rasmussen	137 Rasmussen Road, Julatten	Lot 264 on SP287229	ROL Subdivision (1 into 3 lots)
RAL/19/0005	15/05/2019	L Morgante C/- U&I Town Plan	542 Emerald End Road, Mareeba	Lot 12, 13 and 14 on RP708066	ROL Boundary Realignment
RAL/19/0001	20/05/2019	J Wessels C/- Planz Town Planning	3727 Mareeba-Dimbulah Road, Mutchilba	Lot 225 on HG293 Lot 62 on SP167299	ROL Boundary Realignment

May 2019 (Regional Land Use Planning)

RAL/19/0006	29/05/2019	T & R Dunsmuir C/- Scope Town Planning	271 Oak Forest Road, Kuranda	Lots 1 & 2 on SP181108	ROL Boundary Realignment
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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
Nil					

Extensions to Relevant Period issued

Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

Survey Plans endorsed

Application #	Date	Applicant	Address	Property Description	No of Lots
RAL/18/0014	21/05/2019	V Costas	Hastie Road, Mareeba	LOTS 10 & 11 ON SP311030 (CANCELLING LOT 1 ON SP213034)	2 Lots
RAL/17/0010	21/05/2019	P & J Beattie	McGrath Road, Mareeba	LOTS 101 & 102 ON SP223150 (CANCELLING LOT 1 ON RP736571)	2 Lots
DA/17/0003	28/05/2019	K & G Smith	74 Mines Road, Mareeba	LOTS 11 & 12 ON SP298317 (CANCELLING LOT 1 ON RP711038)	2 Lots
DA/14/0050	23/05/2019	S Morrow	Hodzic Road, Bibbohra	LOTS 150 & 153 ON SP311026 (CANCELLING LOT 150 ON SP300448)	2 Lots

May 2019 (Regional Land Use Planning)