



# **AGENDA**

**Wednesday, 21 August 2019**

## **Ordinary Council Meeting**

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

**Date: Wednesday, 21 August 2019**

**Time: 9:00am**

**Location: Council Chambers**

**Peter Franks  
Chief Executive Officer**





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- 1 MEMBERS IN ATTENDANCE**
- 2 APOLOGIES/LEAVE OF ABSENCE/ABSENCE ON COUNCIL BUSINESS**
- 3 BEREAVEMENTS/CONDOLENCES**
- 4 DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST**
- 5 CONFIRMATION OF MINUTES**  
  
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- 6 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING**
- 7 DEPUTATIONS AND DELEGATIONS**



## 8 CORPORATE AND COMMUNITY SERVICES

**8.1 R PATANE - MATERIAL CHANGE OF USE - NON-RESIDENT WORKFORCE ACCOMMODATION, CARETAKER'S ACCOMMODATION & RECONFIGURING A LOT - BOUNDARY REALIGNMENT - LOTS 1 TO 3 ON RP711195 - 49 FICHERA ROAD, MAREEBA - MCU/19/0008**

**Date Prepared:** 23 July 2019

**Author:** Senior Planner

**Attachments:** 1. Proposal plans [↓](#)

### APPLICATION DETAILS

APPLICATION		PREMISES	
<b>APPLICANT</b>	R Patane	<b>ADDRESS</b>	49 Fichera Road, Mareeba
<b>DATE LODGED</b>	19 June 2019	<b>RPD</b>	Lots 1, 2 and 3 on RP711195
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Material Change of Use - Non-resident Workforce Accommodation (45 beds) & Caretaker's Accommodation and Reconfiguring a Lot - Boundary Realignment & Access Easement		
<b>FILE NO</b>	MCU/19/0008	<b>AREA</b>	Lot 1 - 3.245ha Lot 2 - 2.039ha Lot 3 - 20.973ha
<b>LODGED BY</b>	U&i Town Plan	<b>OWNER</b>	R Patane
<b>PLANNING SCHEME</b>	Mareeba Shire Council Planning Scheme 2016		
<b>ZONE</b>	Rural zone		
<b>LEVEL OF ASSESSMENT</b>	Impact Assessment		
<b>SUBMISSIONS</b>	n/a		

### EXECUTIVE SUMMARY

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

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

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

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

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

**OFFICER'S RECOMMENDATION**

1. That in relation to the following development application:

<b>APPLICATION</b>		<b>PREMISES</b>	
<b>APPLICANT</b>	R Patane	<b>ADDRESS</b>	49 Fichera Road, Mareeba
<b>DATE LODGED</b>	19 June 2019	<b>RPD</b>	Lots 1, 2 and 3 on RP711195
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Material Change of Use - Non-resident Workforce Accommodation (45 beds) & Caretaker's Accommodation and Reconfiguring a Lot - Boundary Realignment & Access Easement		

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

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

And

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

- (A) **APPROVED DEVELOPMENT:** Development Permit for Material Change of Use - Non-resident Workforce Accommodation (45 beds) & Caretaker's Accommodation and Reconfiguring a Lot - Boundary Realignment and Access Easement

- (B) **APPROVED PLANS:**

<b>Plan/Document Number</b>	<b>Plan/Document Title</b>	<b>Prepared by</b>	<b>Dated</b>
0527 DA 01 A	Existing Site Plans	Gregory G Terzi	Nov 2018
0527 DA 02 D	Site Plan Proposed	Gregory G Terzi	Nov 2018
0527 DA 03 B	Building Identification	Gregory G Terzi	Nov 2018
0527 DA 04 A	Lot-1 Accom. Site Layout	Gregory G Terzi	Nov 2018
0527 DA 05 A	Lot-1 Accom. Floor Plans	Gregory G Terzi	Nov 2018
0527 DA 06 A	Lot-1 Accom. Floor Plans	Gregory G Terzi	Nov 2018
0527 DA 07 A	Lot-1 Accom. Floor Plans	Gregory G Terzi	Nov 2018

(C) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

**Material Change of Use aspect**

1. Development must be carried out substantially in accordance with the approved plans and the facts and circumstances of the use as submitted with the application, subject to any alterations:
  - found necessary by Council's delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering requirements; and
  - to ensure compliance with the following conditions of approval.
2. Timing of Effect
  - 2.1 The conditions of the development permit must be complied with to the satisfaction of Council's delegated officer prior to the commencement of the use, except where specified otherwise in these conditions of approval.
  - 2.2 Prior to the commencement of use, the applicant must demonstrate to Council that all the conditions of the development permit have been complied with, except where specified otherwise in these conditions of approval.
3. General
  - 3.1 The development approval would not have been issued if not for the conditions requiring the construction of infrastructure or the additional payment condition/s within these conditions of approval.
  - 3.2 The applicant/developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by condition(s) of this approval.
  - 3.3 All payments or bonds required to be made to the Council pursuant to any condition of this approval must be made prior to commencement of the use for each stage and at the rate applicable at the time of payment.
  - 3.4 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements (as amended) and to the satisfaction of Council's delegated officer.
  - 3.5 Waste Management
    - 3.5.1 On site refuse storage area/s must be provided and be screened from view from adjoining properties and road reserve by 1 metre wide landscaped screening buffer or 1.8m high solid fence or building.

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

### 3.6 Length of Stay

The maximum length of stay for guests must not typically exceed nine (9) consecutive months, unless otherwise approved by Council's delegated officer.

### 3.7 Accommodation Capacity

No more than 45 individual farm workers shall be accommodated on-site at any given time.

### 3.8 Notification of Potential Rural Zone Impacts

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

*"Guests should take note:*

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

### 3.9 Residents accommodated by the approved use must be farm workers only.

The applicant/developer or any subsequent landowner/operator must keep a logbook of all residents accommodated at the approved use which must include the dates of accommodation and the farm/s in which they were employed.

Any person not employed as a farm worker is not permitted to stay at the approved use.

## 4. Infrastructure Services and Standards

### 4.1 Access

The access crossover identified on the approved plan/s must be upgraded/constructed in accordance with FNQROC Development Manual standards, to the satisfaction of Council's delegated officer.



Access to the approved development is limited to the abovementioned access only. No guests, visitors or service vehicles are permitted to access the approved use via any other site access point.

#### 4.2 Stormwater Drainage/Water Quality

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

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

#### 4.3 Car Parking/Internal Driveways

4.3.1 Prior to the commencement of the use, the applicant/developer must ensure the development is provided with five (5) minibus/van parking spaces which are available solely for the parking of vehicles associated with the approved use.

The parking spaces must be constructed to a compacted gravel standard, delineated and appropriately drained prior to the commencement of the use and must be maintained to this standard for the life of the development, to the satisfaction of Council's delegated officer.

4.3.3 All internal driveways servicing the development must be upgraded/constructed to a compacted gravel standard and maintained for the life of the development, to the satisfaction of Council's delegated officer.

#### 4.4 Water Supply

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

4.4.2 All non-potable water supplied to the development must be clearly labelled at each tap - Non-Potable Water - not safe for Human Consumption.

#### 4.5 On-Site Wastewater Management

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

**Note:** Any on-site wastewater treatment system with a total daily peak design capacity of at least 21 equivalent persons (EP) is an Environmentally Relevant Activity (ERA 63 - Sewerage Treatment) and an Environmental Authority is required.

5. Additional Payment Condition

- 5.1 The additional payment condition has been imposed as the development will create additional demand on trunk infrastructure which will create additional trunk infrastructure costs for council.
- 5.2 Prior to the commencement of the use, the applicant/developer must pay a one-off payment of \$4,700.00 toward trunk infrastructure with the amount of the contribution increased on 1 July each year in accordance with the increase for the PPI index for the period starting on the day the development approval takes effect, adjusted by reference to the 3-yearly PPI index average to the date of payment.
- 5.3 The trunk infrastructure for which the payment is required is:
  - The trunk transport infrastructure servicing the land (roads)
- 5.4 The developer may elect to provide part of the trunk infrastructure instead of making the payments.
- 5.5 If the developer elects to provide part of the trunk infrastructure the developer must:
  - Discuss with Council's delegated officer the part of the works to be undertaken;
  - Obtain the necessary approvals for the part of the works;
  - Indemnify the Council in relation to any actions, suits or demands relating to or arising from the works;
  - Take out joint insurance in the name of the Council and the developer in the sum of \$20,000,000 in relation to the undertaking of the works;
  - Comply with the reasonable direction of Council officers in relation to the completion of the works;
  - Complete the works to the standards required by the Council; and
  - Complete the works prior to the commencement of the use.

**Reconfiguring a Lot aspect**

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

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

7. Timing of Effect

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

8. General

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

## 8.8 Charges

All outstanding rates, charges and expenses pertaining to the land are to be paid in full.

## 9. Infrastructure Services and Standards

### 9.1 Access

The access crossover identified on the approved plan/s must be upgraded/constructed in accordance with FNQROC Development Manual standards, to the satisfaction of Council's delegated officer.

### 9.2 Access/Services/Drainage Easement

To provide for the shared access driveway, an easement/s must be established for the purposes of access, drainage, maintenance and servicing for Lots 1, 2 and 3.

The approved easement documents must be submitted at the same time the applicant/developer seeks endorsement of the plan of survey for the respective stage of the development and must be lodged and registered in the Department of Natural Resources, Mines and Energy in conjunction with the plan of survey.

## (D) ASSESSMENT MANAGER'S ADVICE

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

- (b) Easement Documents

Council has developed standard easement documentation to assist in the drafting of formal easement documents for Council easements. Please contact the Planning Section for more information regarding the drafting of easement documents for Council easements.

- (c) Endorsement Fees

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

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

(e) Compliance with applicable codes/policies

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

(f) Compliance with Acts and Regulations

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

(g) Environmental Protection and Biodiversity Conservation Act 1999

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

(h) Cultural Heritage

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

(E) RELEVANT PERIOD

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

- Material Change of Use aspect – six (6) years (starting the day the approval takes effect);
- Reconfiguring a Lot aspect – four (4) years (starting the day the approval takes effect);

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

- Development Permit for Building Work

(G) OTHER APPROVALS REQUIRED FROM COUNCIL

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

**THE SITE**

The site is located at 49 Fichera Road, Mareeba and encompasses three (3) freehold allotments with a combined area of 26.257 hectares.

The particular details of the lots are as follows:

- Lot 1 on RP711195, area of 3.245 hectares, frontage of approximately 10 metres to Fichera Road;
- Lot 2 on RP711195, area of 2.039 hectares, frontage of approximately 46 metres to Fichera Road;
- Lot 3 on RP711195, area of 20.973 hectares, frontage of approximately one (1) kilometre to Fichera Road.

The site is improved by several dwelling houses, multiple farm worker accommodation buildings and numerous farm sheds all sited in a large cluster at the northern end of the site. A mature mango plantation covers the majority of the site.

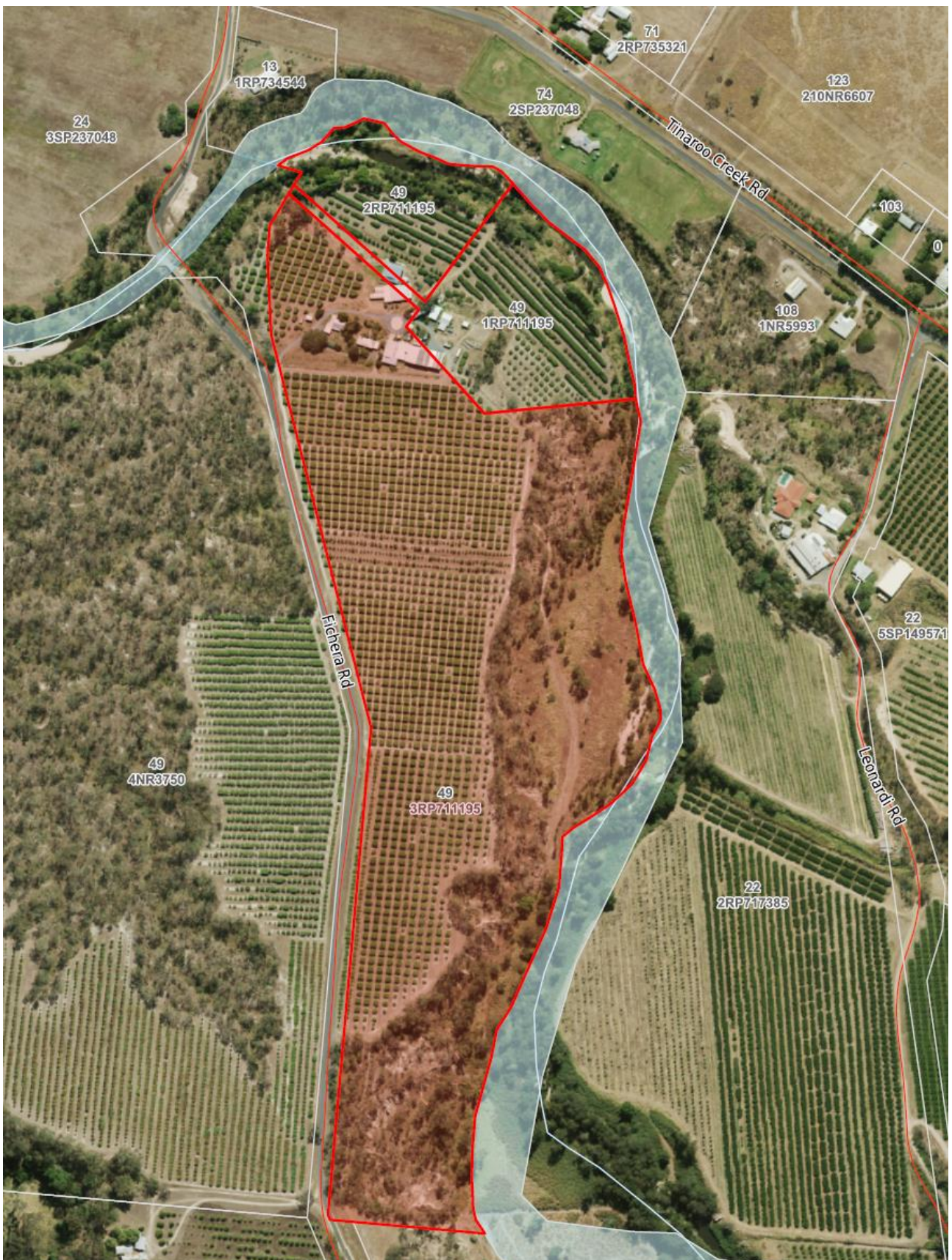
Historically, the three (3) lots have been developed as a single farm holding with little regard to the actual lot boundaries. As a consequence, there are numerous instances where farm buildings are sited across lot boundaries.

Access to Fichera Road is via a bitumen sealed access and internal driveway within Lot 3. Lots 1 and 2 do not have a constructed access to Fichera Road. Fichera Road is formed to a bitumen sealed standard for the entire frontage of the site.

All three (3) lots contain frontage and access to Tinaroo Creek which adjoins the northern and eastern boundaries.

All surrounding lots are zoned Rural, varying in size and use with some being small rural lifestyle allotments and others being larger rural holdings containing established orchards and other cropping activities.





**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.

**BACKGROUND AND CONTEXT**

Nil

**PREVIOUS APPLICATIONS & APPROVALS**

Nil

**DESCRIPTION OF PROPOSED DEVELOPMENT**

The combined development application seeks a Development Permit for Material Change of Use - Non-resident workforce accommodation (45 beds) & Caretaker's accommodation and Reconfiguring a Lot - Boundary Realignment & Access Easement in accordance with the plans shown in **Attachment 1**.

The applicant has provided the following description of each aspect of the proposed development:

***Material Change of Use aspect***

*The impact assessable Material Change of Use component of this development seeks to obtain approval for a Non-resident Workforce Accommodation comprising of four (4) separate buildings with a total of 45 beds and a separate Caretaker's Residence located towards the entrance to the property. The buildings contained within this component of the development are proposed to be located within entirely within proposed Lot 1, with suitable setbacks provided to the new boundaries. This allotment will also contain the mango packing and machinery storage shed associated with the mango plantation and the primary dwelling. Proposed Lot 2 will contain another primary dwelling and a large farm shed, while proposed Lot 3 will contain no structures. All three (3) properties contain frontage and access to the Tinaroo Creek to the North and East which provides water to the properties all year round. The proposed eight (8) metre wide internal access easement from Fichera Road extends into the property to provide access to all three (3) allotments, with a five (5) metre wide access and water easement extending through to Tinaroo Creek.*

*The accommodation facilities associated with the non-resident workforce accommodation have been established on-site since 2012 providing accommodation initially for up to 30 or so workers. The purpose initially was to provide accommodation to the applicant's own workforce. The applicant was then approached to provide accommodation to seasonal workers being part of the Seasonal Worker Program. Accommodation is pre-arranged by Jobs Australia Enterprises Ltd prior to the workers arriving to Australia, of which the standard of accommodation is enforced by the Department of Employment. Recent developments on-site include modifications to an existing building being constructed to cater for the demand bringing the total up to 45 beds.*

*The site has been used as an accommodation facility for workers employed by Jobs Australia Enterprises Ltd under the Seasonal Worker Program. The applicant was not aware of the requirement to obtain a development approval for the accommodation use until recently when they were made aware of the new Labour Hire Licensing legislation requirements and the future Fair Farms initiative. This has prompted the push to bring the current facilities up to standards to ensure our client can continue to provide short-term accommodation/rooming accommodation to seasonal workers.*

*The demographic of the workforce is best described as all being very fit and able-bodied males and females from the South Pacific Islands (Vanuatu). This eliminates the requirement for*



handicap access and separate male/female living quarters, however, the site does contain 2 worker rehabilitation shower/toilet facilities. Transport for the workers staying on the premises is provided with up to five (5) minibuses each containing 12 seats as required by Jobs Australia Enterprises Ltd to transport them to and from the place of work. Parking for five (5) vehicles is provided within the machinery shed. Additional vehicle parking is not required as the workers do not own vehicles.

The demand for non-resident workforce accommodation is surpassing supply. The proposal demonstrates that the use is appropriate for the site and locality.

### **Reconfiguring a Lot aspect**

The proposed development for a Reconfiguration of a Lot – Boundary Realignment and Access Easement is sought to rectify the current arrangement of the three (3) existing allotments which currently run through buildings, and at the same time formalise the access to all three (3) allotments via an access easement from Fichera Road to provide formal access to all newly aligned allotments. The subject land is designated within the Rural zone of the Mareeba Shire Planning Scheme and no change to the zoning is proposed as part of this development.

The minimum lot size in the Rural Zone is 60 hectares with a minimum road frontage of 400 metres. The existing areas of the allotments are listed as follows:

- Lot 1 – 3.245 hectares;
- Lot 2 – 2.039 hectares; and
- Lot 3 – 20.973 hectares.

The proposed boundary realignment proposed the new lots to be described as Lot 1, 2 and 3 with the following lot areas proposed:

- Proposed Lot 1 – 4.08 hectares;
- Proposed Lot 2 – 3.31 hectares; and
- Proposed Lot 3 – 18.80 hectares.

In terms of the services provided as part of this development, we have proposed the following to be provided as part of this development:

- **Access:** In light of the pre-lodgement advice received from Council, the existing shared/combined access crossover may need to be upgraded to ensure it complies with relevant FNQROC Standard Drawing S1105e for rural property accesses. Response: Currently the access crossover has a Council installed culvert measuring 8.6 metres and it is bitumen sealed;
- **Access Easement:** In light of the pre-lodgement advice received from Council, we expect that a condition of approval will require the shared access easement area to be sealed to remove any impacts associated with dust;
- **Water:** All proposed allotments and infrastructure will be contained within each new allotment. Each allotment has Riparian access to the water from Tinaroo creek and will also provide water tanks for additional water storage near the dwelling at the time of building approval for a dwelling;
- **Sewerage:** Existing on-site sewerage systems are located within proposed lots 1 and 2 to service the existing dwellings and buildings provided on-site. A condition of approval will require the system on proposed lot 1 to require and Environmentally Relevant Activity

*(ERA) approval and license for the systems as the property will generate waste over 21 equivalent persons (EP). A new on-site effluent disposal system will have more than adequate area on proposed lot 3 and will be provided as part of subsequent development application for building and plumbing works. A condition of approval on this development will specify this requirement;*

- *Power: Proposed lot 1, 2 and 3 all have existing connections to power, and power to lot 1 can be readily made available from the existing power infrastructure;*
- *Telecommunications: Not considered applicable to this development as it is within the rural zone and there are various avenues available via the NBN for the site to be connected to the internet which is used to provide home phone services.*

*Based on the various reasons listed above and the proposed controls to be implemented, we consider that this development certainly has merit based on sound planning grounds that justify and support the realignment of the boundaries and creation of the access easement."*

## REGIONAL PLAN DESIGNATION

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

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

## PLANNING SCHEME DESIGNATIONS

Strategic Framework:	<b>Land Use Categories</b> <ul style="list-style-type: none"> <li>• Rural Agricultural Area</li> <li>• Rural other</li> </ul> <b>Natural Environment Elements</b> <ul style="list-style-type: none"> <li>• Biodiversity Area</li> </ul> <b>Transport Elements</b> <ul style="list-style-type: none"> <li>• Principal Cycle Routes</li> </ul>
Zone:	Rural zone
Overlays:	Agricultural land overlay Airport environs overlay Bushfire hazard overlay Environmental significance overlay Flood hazard overlay Hill and slope overlay

## Planning Scheme Definitions

The proposed use is defined as:-

<b>Column 1 Use</b>	<b>Column 2 Definition</b>	<b>Column 3 Examples include</b>	<b>Column 4 Does not include the following examples</b>
<i>Caretaker's accommodation</i>	<i>A dwelling provided for a caretaker of a non-residential use on the same premises.</i>		<i>Dwelling house</i>
<i>Non-resident workforce accommodation</i>	<i>Premises used to provide accommodation for non-resident workers.  The use may include provision of recreational and entertainment facilities for the exclusive use of residents and their visitors.</i>	<i>Contractor's camp, construction camp, single person's quarters, temporary workers' accommodation</i>	<i>Relocatable home park, short-term accommodation, tourist park</i>

## RELEVANT PLANNING INSTRUMENTS

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

### (A) Far North Queensland Regional Plan 2009-2031

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

### (B) State Planning Policy

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

### (C) Mareeba Shire Council Planning Scheme 2016

#### Strategic Framework

#### 3.3 Settlement pattern and built environment

##### 3.3.11 Element - Rural areas

##### 3.3.11.1 Specific Outcomes

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

Comment

The material change of use aspect of the proposed development is for a non-resident workforce accommodation complex to accommodate a maximum of 45 farm workers for short-medium term periods and is considered an agricultural support use. The development is not considered to be an inconsistent land use within the Rural zone.

The proposed development is not likely to detrimentally impact on adjoining uses and is considered complementary to the Rural zone by meeting some of the demand for farm worker accommodation.

The proposed development is not likely to compromise Specific Outcome 1.

**3.7 Economic Development****3.7.2 Element - Rural and Agricultural land****3.7.2.1 Specific outcomes**

- (1) *Agricultural areas are preserved for the purpose of primary production and are protected from fragmentation, alienation and incompatible development.*
- (3) *Urban and rural residential development provides a buffer to adjacent rural areas in accordance with best practice.*

Comment

The proposed development does not result in a greater level of fragmentation beyond what currently exists. The boundary realignment will resolve multiple instances where buildings are built over lot boundaries.

All land currently developed for mango orchards will continue to be available after the development occurs.

The non-resident workforce accommodation is considered to be a rural support use and is appropriately distant/screened from surrounding rural activities. Given the nature of the proposed use (short - medium term accommodation for farm workers) the development is likely to be more resilient and subsequently less susceptible to land use conflict arising from adjoining farming activity.

The proposed development is not likely to compromise Specific Outcomes 1 and 3.

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

Comment

All of the existing buildings are co-located and clustered at the northern end of the development site. Mature orchards are developed around this infrastructure.

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

Comment

The proposed development does not result in a greater level of fragmentation beyond what currently exists. The boundary realignment will resolve multiple instances where buildings are built over lot boundaries.

All land currently developed for mango orchards will continue to be available after the development occurs.

The non-resident workforce accommodation is considered to be a rural support use and is appropriately distant/screened from surrounding rural activities. Given the nature of the proposed use (short - medium term accommodation for farm workers) the development is likely to be more resilient and subsequently less susceptible to land use conflict arising from adjoining farming activity.

The proposed development is not likely to compromise Specific Outcomes 5.

**Relevant Developments Codes**

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

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

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

Relevant Codes	Comments
Rural zone code	The application can be conditioned to comply with the codes relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Agricultural land overlay code	The application can be conditioned to comply with the codes relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Airport environs overlay code	The application can be conditioned to comply with the codes relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Bushfire hazard overlay code	The application can be conditioned to comply with the codes relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Environmental significance overlay code	The application can be conditioned to comply with the codes relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Flood hazard overlay code	The application can be conditioned to comply with the codes relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Hill and slope overlay code	The application can be conditioned to comply with the codes relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Accommodation activities code	The application can be conditioned to comply with the codes relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Landscaping code	The application can be conditioned to comply with the codes relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Parking and access code	The application can be conditioned to comply with the codes relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Reconfiguring a lot code	The application can be conditioned to comply with the codes relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Works, services and infrastructure code	The application can be conditioned to comply with the codes relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).

**(D) Planning Scheme Policies**

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

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

**(E) Additional Trunk Infrastructure Condition**

The subject land is located outside the identified Priority Infrastructure Area (PIA).

Section 130 of the Planning Act 2016 allows Council to condition additional trunk infrastructure outside the PIA.

The proposed development will further add to the expected daily vehicle movements on Council's transport network.

The non-resident workforce accommodation (5 mini-bus) equates to 10 vehicle movements per day. The caretaker's accommodation is considered a replacement for the former farm barracks and will not alter vehicle movements.

- 1 (10 vmpd) x \$4,700.00 = **\$4,700.00**

This contribution has been applied in Condition 5 of the Officer Recommendation.

**REFERRAL AGENCY**

This application did not trigger referral to a Referral Agency.

**Internal Consultation**

Technical services

**PUBLIC NOTIFICATION**

The development proposal was placed on public notification from 26 June 2019 to 17 July 2019. The applicant submitted the notice of compliance on 17 July 2019 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

No submissions were received.

**PLANNING DISCUSSION**

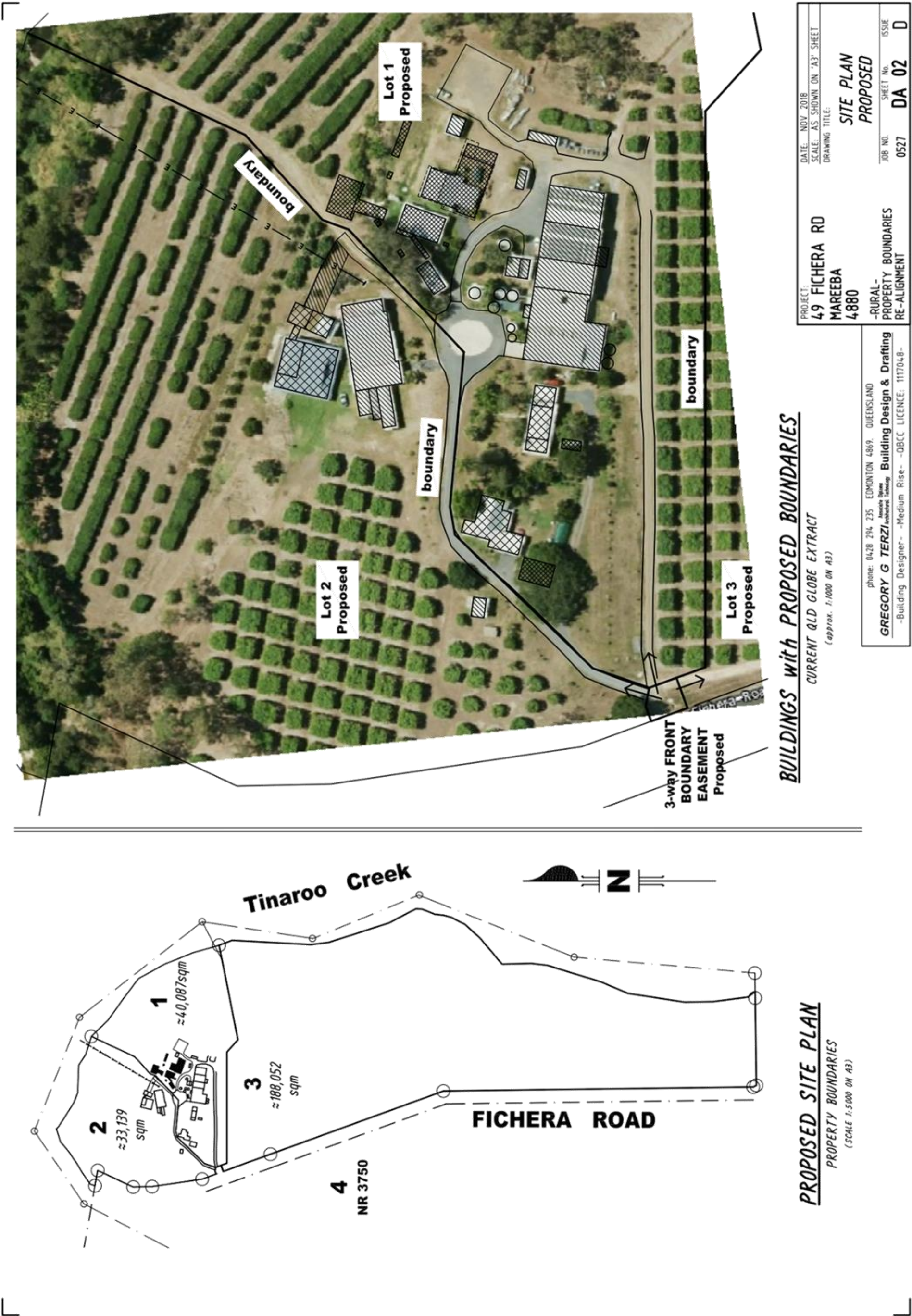
Nil





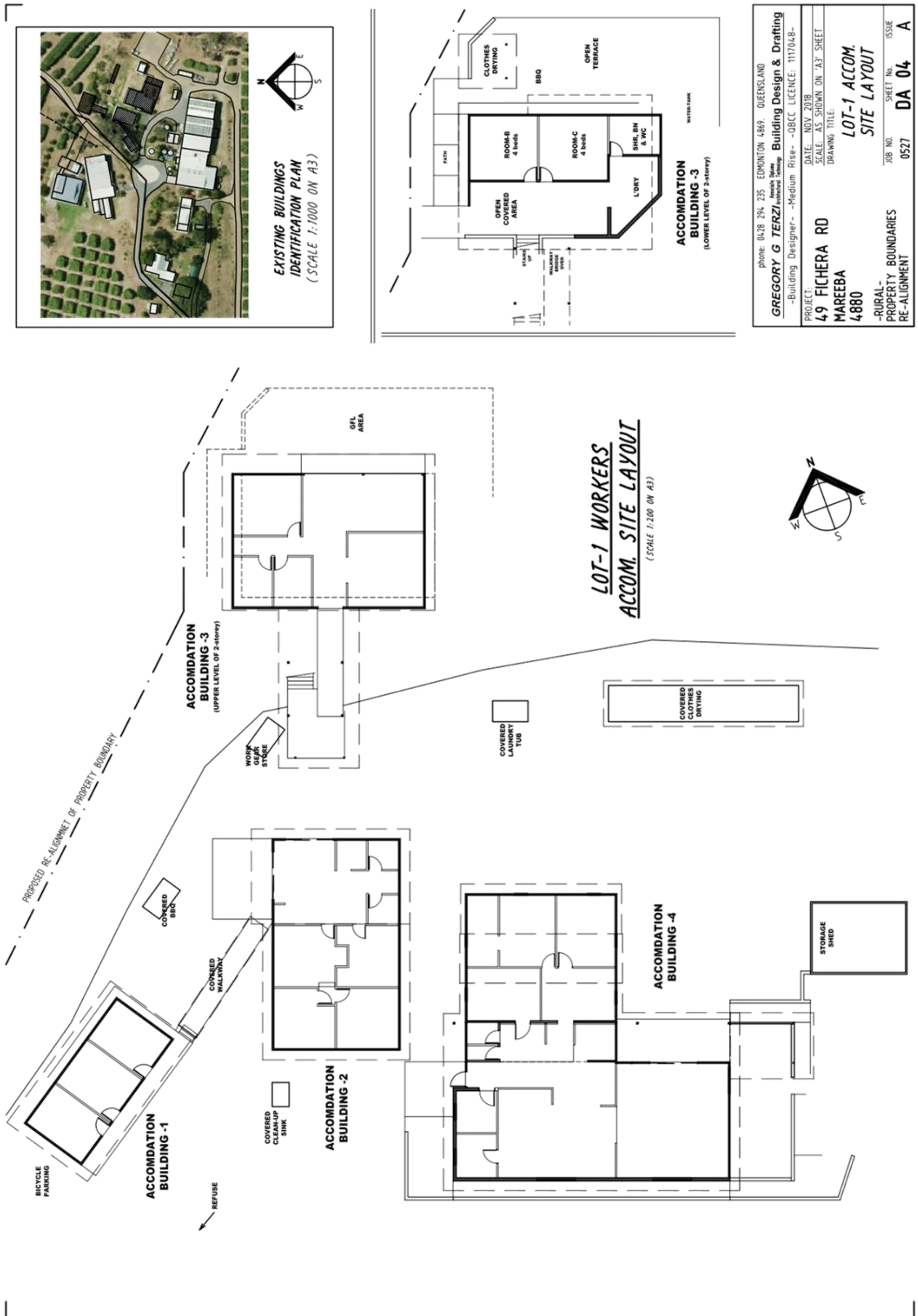
phone: 04-28 294 235 EDMONTON 4869. QUEENSLAND  
Associate Diploma  
**GREGORY G TERZI Architectural Technology** **Building Design & Drafting**  
-Building Designer- -Medium Rise- -OBCC LICENCE: 111704-8-  
PROJECT:  
49 FICHERA RD  
MAREEBA  
4880  
-RURAL-  
PROPERTY BOUNDARIES  
REF.-ALIGNMENT  
DATE: NOV 2018  
SCALE: AS SHOWN ON 'A3' SHEET  
DRAWING TITLE:  
*existing SITE PLANS*  
JOB NO. SHEET No. ISSUE  
0537 0A 01 A

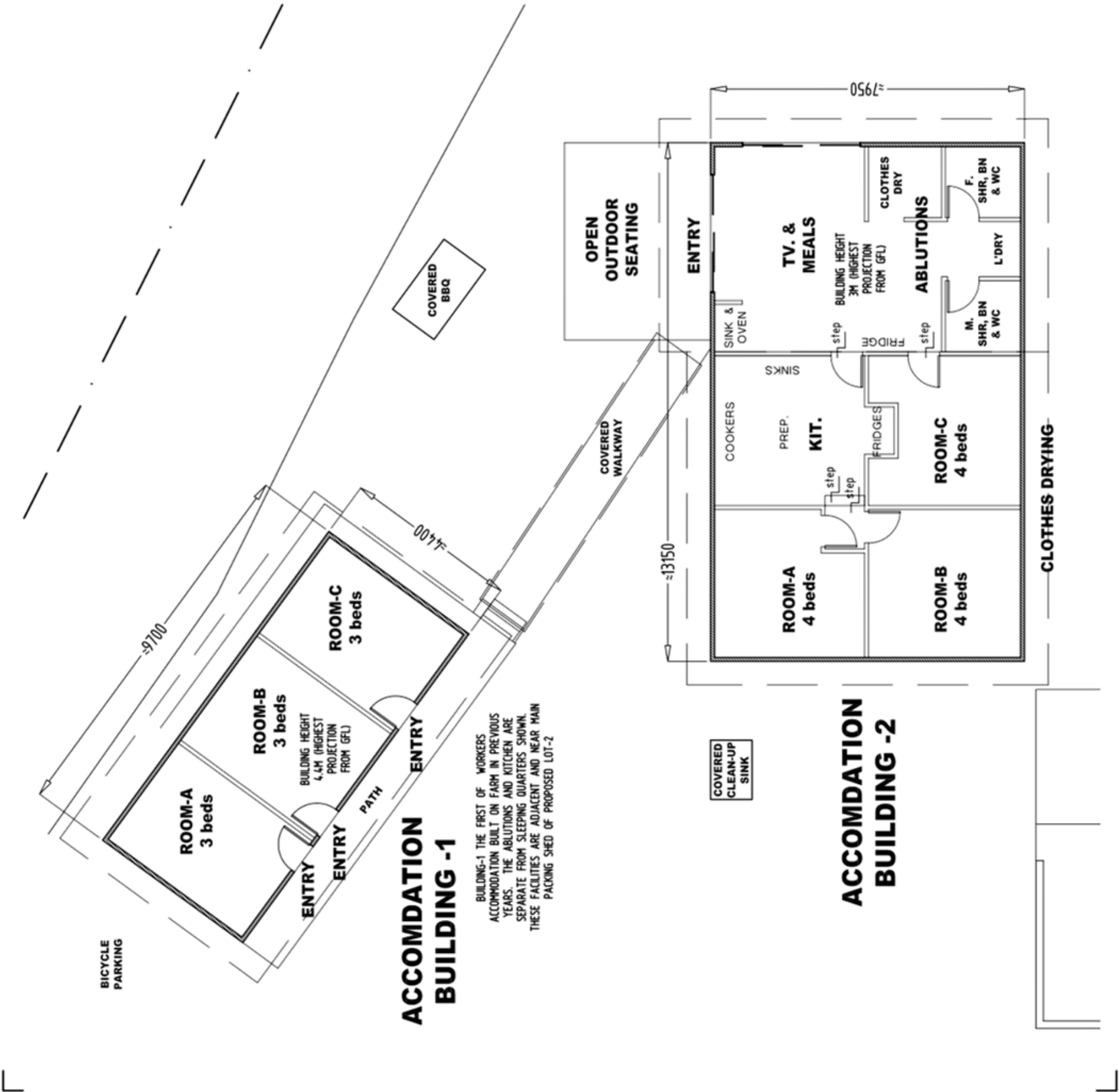


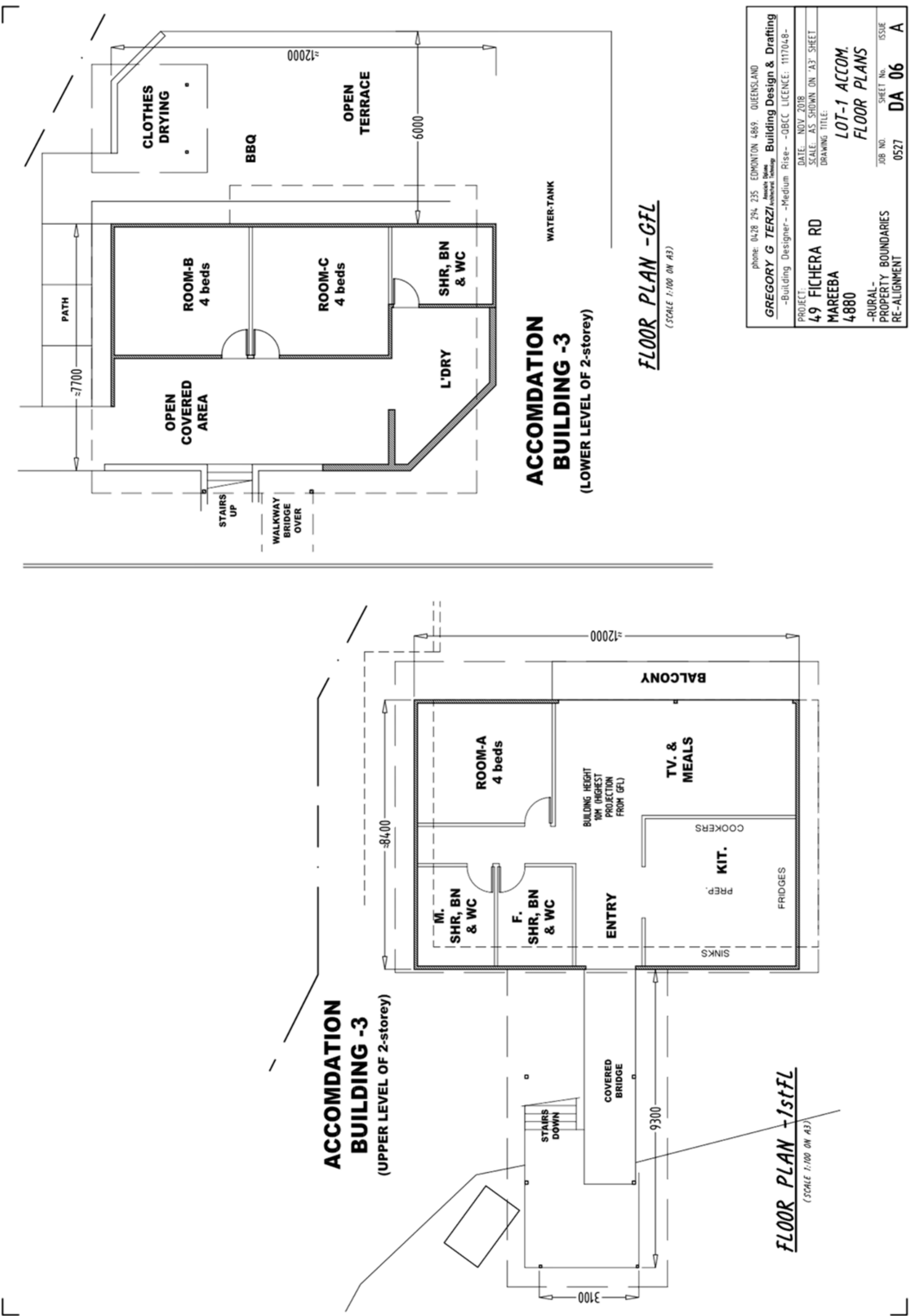


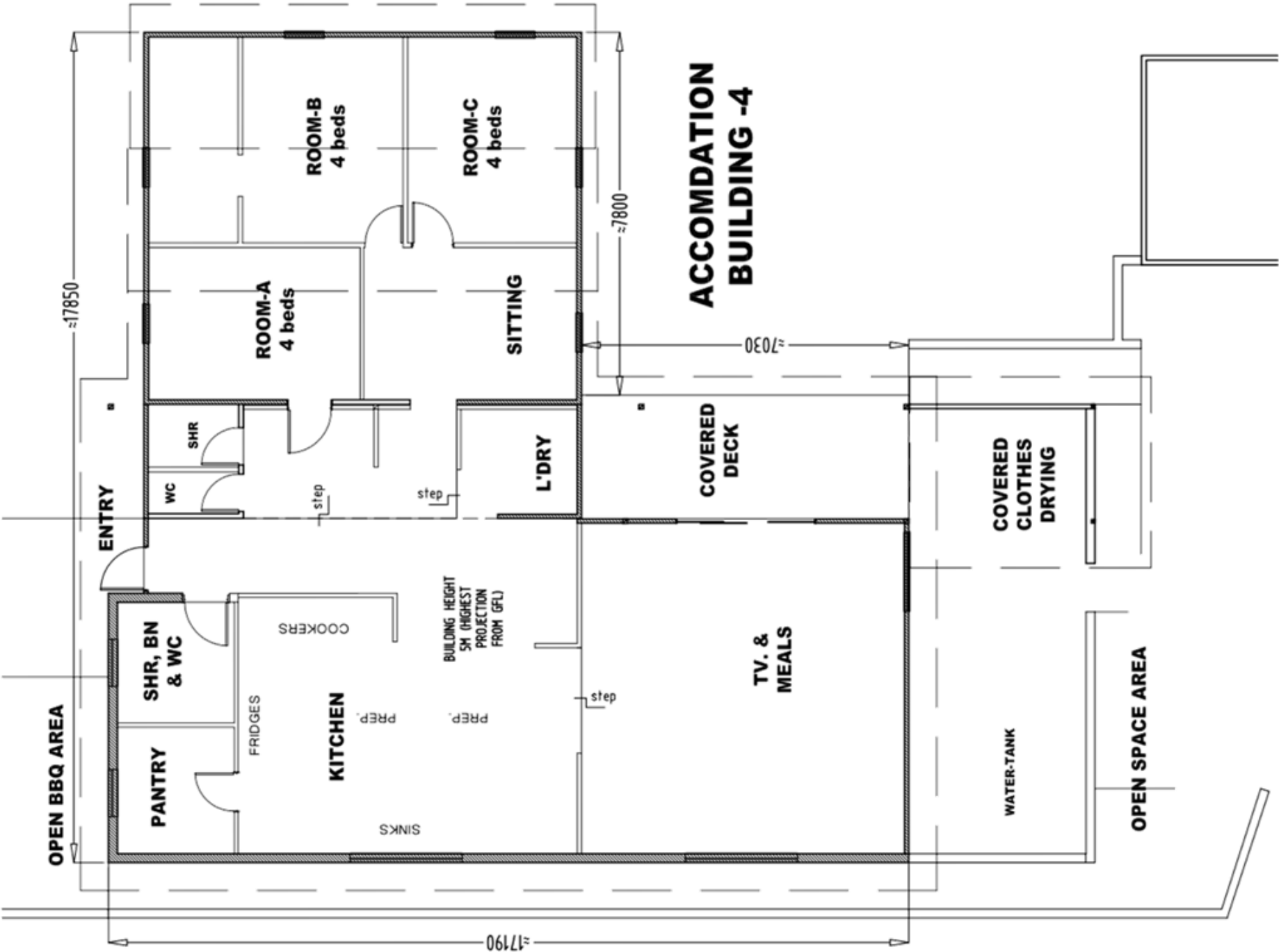












**FLOOR PLAN**  
(SCALE 1:100 ON A3)

phone: 0428 294 235 EDMONTON 4869. QUEENSLAND	
<b>GREGORY G TERZI</b> <small>Architectural Drafting</small> <b>Building Design &amp; Drafting</b>	
-Building Designer- -Medium Rise- -QBCC LICENCE: 1117048-	
PROJECT:	DATE: NOV 2018
49 FICHERA RD	SCALE: AS SHOWN ON 'A3' SHEET
MAREEBA	DRAWING TITLE:
4880	<b>LOT-1 ACCOM.</b>
-RURAL- PROPERTY BOUNDARIES RE-ALIGNMENT	<b>FLOOR PLANS</b>
JOB NO. 0527	SHEET No. DA 07
	ISSUE A

<b>8.2 APPLICATION FOR COMMERCIAL OTHER - SUBSIDIARY ON-PREMISES (ACCOMMODATION) LICENCE - CAPE GATEWAY MOTEL - 1, 3-5 &amp; 7 WILLIAMS CLOSE, MAREEBA</b>
--

**Date Prepared:** 9 August 2019

**Author:** Senior Planner

**Attachments:** 1. Department of Justice and Attorney-General letter 8 August 2019 [↓](#)

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### EXECUTIVE SUMMARY

The Office of Liquor and Gaming Regulation have written to Council advising that an application has been made for a Commercial Other - Subsidiary on Premises (Accommodation) liquor licence over land described as Lots 10, 11 and 12 on SP168631, situated at 1, 3-5 and 7 Williams Close, Mareeba.

A commercial other - subsidiary on premises (accommodation) licence allows for the sale of liquor to customers of the motel development.

The applicant is Mareeba Roadhouse & Accommodation Park Pty Ltd and the premises to be licenced is Cape Gateway Motel. Town planning approval for the Cape Gateway Motel was granted by Council on 18 April 2018.

It is recommended that Council offers no objection to the issue of the proposed licence.

### RECOMMENDATION

That Council advises the Office of Liquor and Gaming Regulation of the Department of Justice and Attorney General that Council has no objection to the granting of a Commercial Other - Subsidiary on Premises (Accommodation) Licence to Mareeba Roadhouse & Accommodation Park Pty Ltd over the Cape Gateway Motel on land described as Lots 10, 11 and 12 on SP168631, situated at 1, 3-5 and 7 Williams Close, Mareeba, subject to the sale of liquor for consumption off the premises ceasing at 9:00pm each trading day.

### BACKGROUND

Mareeba Roadhouse & Accommodation Park Pty Ltd have made an application to the Office of Liquor and Gaming Regulation for a Commercial Other - Subsidiary on Premises (Accommodation) liquor licence over the new Cape Gateway Motel on land described as Lots 10, 11 and 12 on SP168631, situated at 1, 3-5 and 7 Williams Close, Mareeba.

The proposed liquor trading hours are 10:00am to 12:00am - Monday to Sunday.

Council at its Ordinary Meeting on 18 April 2018 approved the application made by Freshwater Planning Pty Ltd on behalf of Roadhouse Property Unit Trust Pty Ltd for the issue of a development permit for Material Change of Use - Tourist Park, Short-term Accommodation & Food and Drink Outlet over land described as Lots 10, 11 and 12 on SP168631, situated at 1, 3-5 and 7 Williams Close, Mareeba.

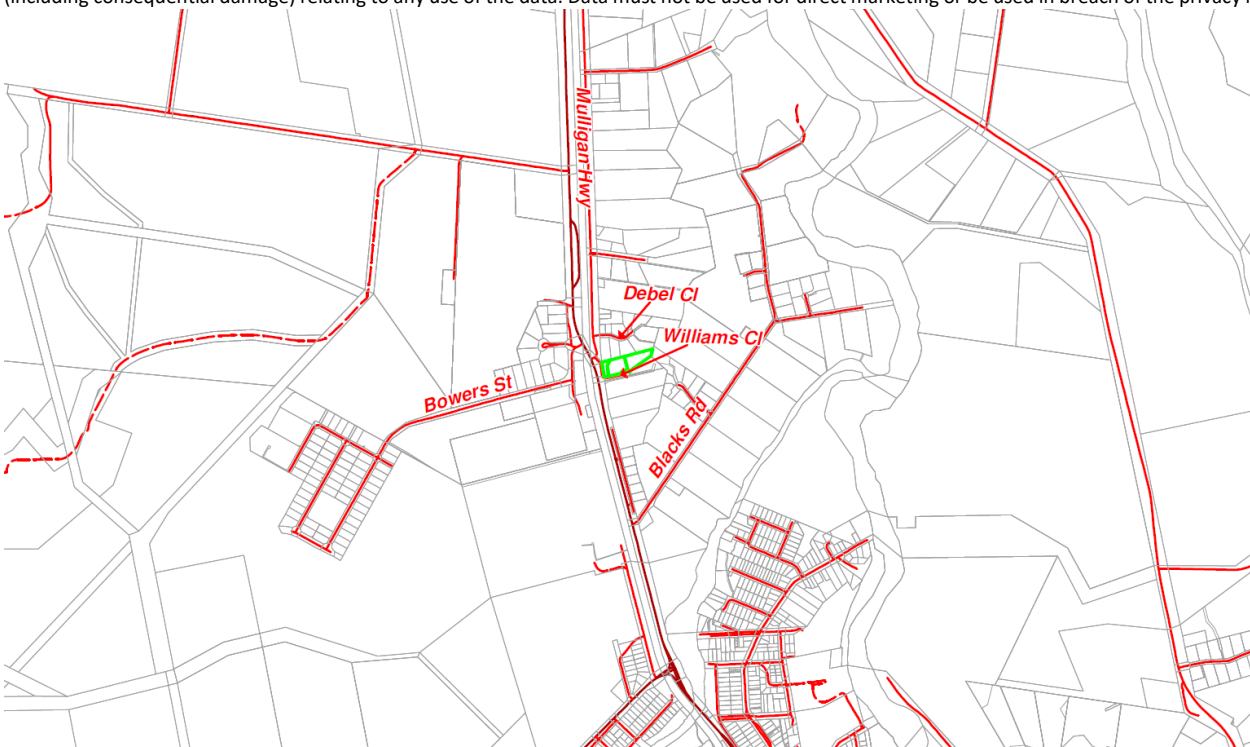
This development permit authorises the establishment of the Cape Gateway Motel.





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**RISK IMPLICATIONS**

Nil

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

The Queensland Government provides the following description of Commercial Other - Subsidiary on Premises Licence:

***Service summary***

*A commercial other (subsidiary on-premises) licence is required when selling liquor for on-premises consumption is a 'subsidiary' activity of your business (i.e. it is not the main activity of your business).*

*Types of businesses that may be licensed under subsidiary on-premises licence include restaurants, cafes, nightclubs, vessels, indoor sporting centres, theatres, amusement parks, resorts, motels and function centres.*

***Trading conditions***

*Generally between the hours of 10 am and 12 midnight - or during approved extended trading hours - liquor may be sold:*

- for consumption on the licensed premises*
- for consumption off the licensed premises (i.e. if stated in the licence) in the course of the licensee catering to a function.*

*If the main activity of your business includes any of the following, specific conditions will apply:*

- providing entertainment (e.g. nightclub, cabaret)*
- providing meals prepared, and served to be eaten, on the premises (e.g. restaurants, cafes)*
- providing accommodation (e.g. motel, resort).*

It is recommended that Council offers no objection to the granting of a Commercial Other - Subsidiary on Premises (Accommodation) licence to Mareeba Roadhouse & Accommodation Park Pty Ltd.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Nil

**LINK TO CORPORATE PLAN**

Nil

**IMPLEMENTATION/COMMUNICATION**

The Department of Justice and Attorney General will be informed of Council's decision by letter.



Our File Ref: 989799/LAB09  
Contact: Customer Support Team  
Contact Number: (07) 3224 7131

Office of Liquor and Gaming Regulation

Department of  
Justice and Attorney-General

Chief Executive Officer  
Mareeba Shire Council  
PO Box 154  
MAREEBA QLD 4880

Email: [info@msc.qld.gov.au](mailto:info@msc.qld.gov.au)

Dear Sir/Madam

**CAPE GATEWAY MOTEL - MAREEBA**

**Real Property Description: Lots 10 & 11 on SP 168631**

**Application for Commercial Other – Subsidiary on Premises  
(Accommodation) Licence**

**Applicant's Contact Details: Ms Lisa Cook (Commercial Licensing  
Specialists), Phone: 5526 0112, Email: [lisa@clslicensing.com.au](mailto:lisa@clslicensing.com.au)**

Attached for your information is a copy of the advertising notice relating to an application lodged for the above named premises.

Should this licence be granted it would enable the holder thereof to sell liquor to a resident or a guest of a resident for consumption on the premises at any time and up to nine litres for consumption off the premises to residents only.

Please note that the applicant has also indicated their intention to include an outdoor dining area as part of their proposed licensed area.

This letter is to inform you of the application and give you the opportunity to:-

1. Comment on the reasonable requirements of the public in the locality.
1. Object to the grant of the application on the grounds that amenity, quiet or good order of the locality would be lessened.

Please advise whether you have any comments on, or objections to, the grant of the application. In accordance with section 117 of the *Liquor Act 1992* your comments or objection must be given to this office on or before the last day for filing objections. To comply with section 117 of the Act, your comments or objection should be received by 13 September 2019.

Office of Liquor and Gaming Regulation  
63 George Street  
BRISBANE QLD 4000  
Locked Bag 180  
CITY EAST QLD 4002

Telephone +61 7 3224 7131  
Facsimile +61 7 3227 7047  
Email [OLGRlicensing@justice.qld.gov.au](mailto:OLGRlicensing@justice.qld.gov.au)  
Website [www.business.qld.gov.au/liquor-gaming](http://www.business.qld.gov.au/liquor-gaming)  
ABN 13 846 673 994

If you do not support the application, your comments or objections should include full particulars of:

- The grounds upon which the objection is made.
- The facts, evidence or reasons upon which it is based.

The Commissioner cannot rely on statements that merely indicate that council does not support, or objects to the application.

It is important to note that less weight will be given to statements that merely indicate that the Chief Executive Officer does not support, or objects to the application. Accordingly, any objection to this application should be supported by documentary evidence on the specific trading history of this venue and include incidents directly linked to the operation of the premises and the conduct of the licensee and their management.

If this application relates to a new licensed premises and there is no trading history to rely on, your objection may be based on anecdotal evidence, particularly in relation to the reasonable requirements of the public.

In the interests of natural justice, any comment or objection you provide may be referred to the applicant.

In considering your comments, including the likelihood of adverse health, public safety and amenity issues, the Commissioner for Liquor and Gaming may also impose licence conditions to mitigate any risk posed by the application.

The Commissioner's decision may be subject to review by the independent Queensland Civil and Administrative Tribunal. Substantiating any comments or objections as requested will ensure the Commissioner's decision is appropriately evidence-based and more capable of withstanding scrutiny in any subsequent review.

**Compliance with local town planning requirements is also requested to be confirmed in your reply to this letter.**

If you require clarification on any of these matters, please contact the Customer Support Team on telephone (07) 3224 7131.

Yours sincerely



For Brian Bauer  
**A/Executive Director**  
08 / 08 / 2019

Encl.

**LIQUOR ACT 1992**  
**NOTICE OF APPLICATION FOR NEW LIQUOR LICENCE**

**Applicant's Name:** Mareeba Roadhouse & Accommodation Park Pty Ltd  
**Premises:** Cape Gateway Motel, 1, 3-5 & 7 Williams Close, Mareeba  
**Principal Activity:** Commercial Other – Subsidiary on Premises - Provision of accommodation  
**Trading Hours:** 10:00 AM to 12:00 AM – Monday to Sunday

OBJECTIONS TO THIS APPLICATION MAY BE FILED BY A MEMBER OF THE PUBLIC OVER THE AGE OF 18 WHO HAS A PROPER INTEREST IN THE LOCALITY CONCERNED AND IS LIKELY TO BE AFFECTED BY THE GRANT OF THE APPLICATION.

COPIES OF ANY OBJECTIONS OR SUBMISSIONS (INCLUDING OBJECTOR'S DETAILS) WILL BE FORWARDED TO THE APPLICANT AND A CONFERENCE MAY BE HELD. YOU MUST STATE IF YOU DO NOT WISH FOR YOUR PERSONAL DETAILS TO BE DISCLOSED TO THE APPLICANT.

**Grounds for Objection**

- (a) undue offence, annoyance, disturbance or inconvenience to persons who reside, work or do business in the locality concerned, or to persons in, or travelling to or from, an existing or proposed place of public worship, hospital or school;
- (b) harm from alcohol abuse and misuse and associated violence;
- (c) an adverse effect on the health or safety of members of the public;
- (d) an adverse effect on the amenity of the community.

**Format of Objections**

Objections must be lodged in writing individually or in petition form and must state the grounds for objection. **An objection in the form of a petition must be in a format stipulated in the Act and the principal contact person should discuss the proposed petition with the Licensing Officer listed below. A petition template is able to be downloaded from the Office of Liquor and Gaming Regulation website at [www.business.qld.gov.au/industry/liquor-gaming](http://www.business.qld.gov.au/industry/liquor-gaming)**

**A MEMBER OF THE PUBLIC MAY MAKE A WRITTEN SUBMISSION TO THE COMMISSIONER REGARDING** whether the granting of this application will impact on the community, particularly relating to matters which the Commissioner must have regard under Section 116(8) of the *Liquor Act 1992*.

For further information on what is being proposed by the applicant, please contact **Ms Lisa Cook (Commercial Licensing Specialists)** on (07) 5526 0112 or email [lisa@clslicensing.com.au](mailto:lisa@clslicensing.com.au)

**Closing Date for Objections or Submissions:** 13 September 2019

**Lodging Objections or Submissions:**

Objections and/or Submissions should be lodged with:

Licensing Officer  
Office of Liquor and Gaming Regulation  
PO Box 3005  
CAIRNS QLD 4870  
Phone: (07) 4280 6200

All objectors will be notified in writing when a decision has been made on the application.

**Executive Director**  
**Office of Liquor and Gaming Regulation**



**8.3 APPLICATION FOR COMMERCIAL OTHER - SUBSIDIARY ON PREMISES (MEALS) LIQUOR LICENCE - OBI'S RESTAURANT - SHOP 1, 222 BYRNES STREET, MAREEBA**

**Date Prepared:** 9 August 2019

**Author:** Planning Officer

**Attachments:** 1. Department of Justice and Attorney-General letter dated 8 August 2019  
[!\[\]\(83f22ed94ec5517769dd76d702c6bfd8\_img.jpg\)](#)

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**EXECUTIVE SUMMARY**

The Office of Liquor and Gaming Regulation of the Department of Justice and Attorney-General has written to Council advising that Custom Cuisine (NQ) Pty Ltd, trading as Obi's Restaurant has made application for a commercial other - subsidiary on premises (meals) liquor licence over premises at Shop 1, 222 Byrnes Street, Mareeba (previously a licensed restaurant).

The licence would enable the holder to sell liquor on premises where the principal activity is the provision of meals prepared and served to be eaten on premises. However, liquor may still be sold to patrons who are non-diners. The proposed trading hours are 10:00am to 12:00am Monday to Sunday.

The applicants have also indicated their intention to include an outdoor dining area (existing timber deck constructed over part of the footpath) as part of their proposed licensed area.

Council has been requested to provide written comments on the liquor licence application. It is recommended that Council offer no objection to the granting of the licence.

**RECOMMENDATION**

That Council advise the Office of Liquor and Gaming Regulation of the Department of Justice and Attorney-General that:

1. Council has no objection to the granting of a Commercial Other - Subsidiary on Premises (Meals) Licence for Custom Cuisine (NQ) Pty Ltd, trading as Obi's Restaurant, within Shop 1, 222 Byrnes Street, Mareeba, situated on land described as Lot 99 on RP840919, subject to the standard trading conditions; and
2. Council has no objection to the 'licensed area' extending over the existing footpath dining area subject to the applicant obtaining Council approval for the outdoor dining area.

**BACKGROUND**

Custom Cuisine (NQ) Pty Ltd trading as Obi's Restaurant have made an application to the Office of Liquor and Gaming Regulation for a Commercial Other Subsidiary - On Premises (Meals) Licence over premises described as Shop 1, 222 Byrnes Street, Mareeba, situated on Lot 99 on RP840919.

The premises was previously occupied by a licensed restaurant, and it is understood it is currently being fitted out/modified for use by Obi's Restaurant.

The applicants propose the sale of liquor only whilst the premises adheres to its principal activity of the provision of meals prepared and served to be eaten on site. However, it is also proposed to sell

liquor to patrons who are non-diners. The proposed trading hours are between 10:00 am to 12:00 am - Monday to Sunday. The applicants have also indicated their intention to include an outdoor dining area (existing timber deck constructed over part of the footpath) as part of their proposed 'licensed area'.

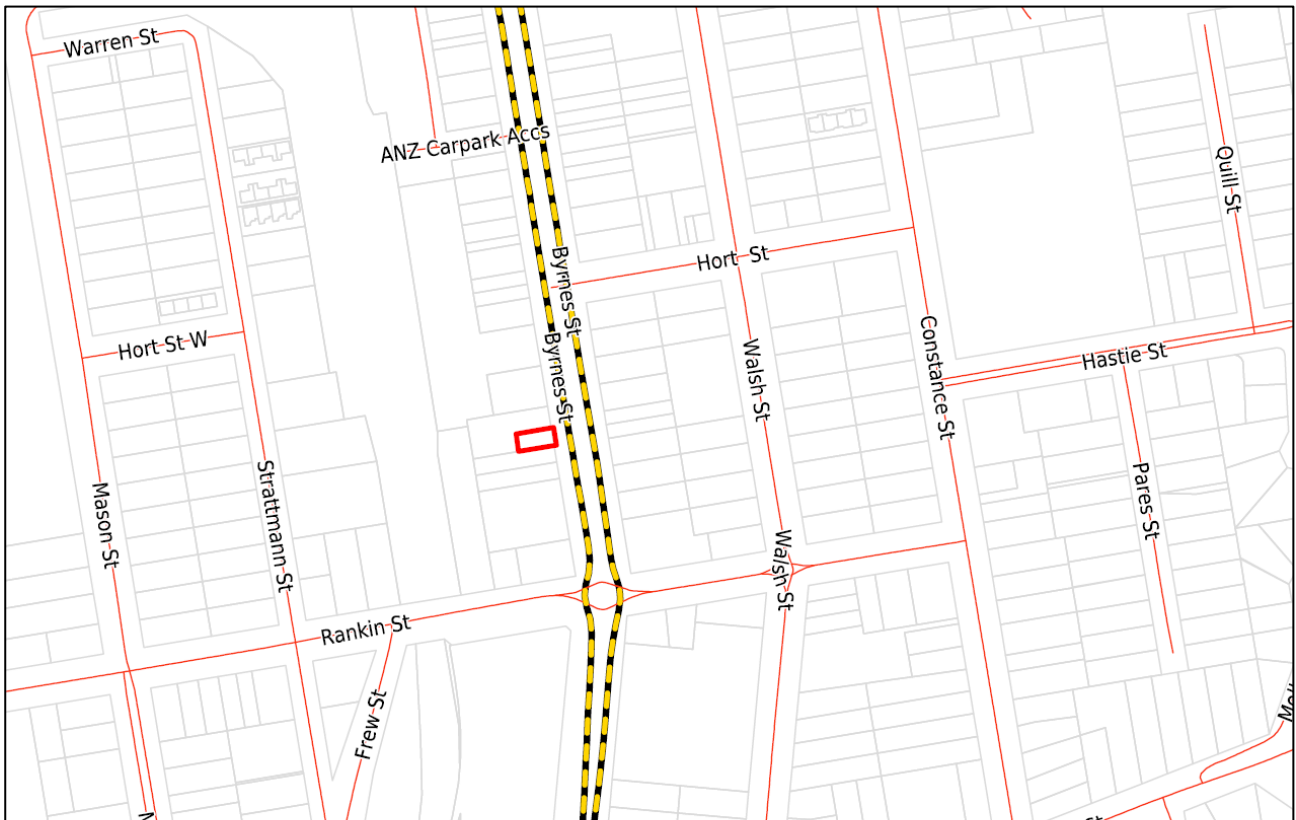
The applicants have previously contacted Council's Planning Department to confirm whether town planning approval is required for the proposal. Considering the nature of the proposal and the sites *Centre* zoning, officers determined that a development permit for material change of use would not be required in this instance.



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**RISK IMPLICATIONS**

Nil

**LINK TO CORPORATE PLAN**

Nil

**IMPLEMENTATION/COMMUNICATION**

Nil



Please quote: 990459/LAB12  
Contact officer: Customer Support Team  
Contact Number: (07) 3224 7131

Office of Liquor and Gaming Regulation

Department of  
Justice and Attorney-General

Chief Executive Officer  
Mareeba Shire Council  
PO Box 154  
MAREEBA QLD 4880

Email: [info@msc.qld.gov.au](mailto:info@msc.qld.gov.au)

Dear Sir/Madam

**OBI'S RESTAURANT - MAREEBA**

**Application for Commercial Other – Subsidiary on Premises (Meals)  
Licence**

**Real Property Description: Lot 99 on RP 840919**

**Applicant's Contact Details: Mr Clinton Oberhauser, Phone: 0419 694 787,  
Email: [edenobis@gmail.com](mailto:edenobis@gmail.com)**

An application for a liquor licence for a premises within your area of authority has been received at this office. Details of the application are as follows:

<i>Applicant:</i>	Custom Cuisine (NQ) Pty Ltd
<i>Name of Premises:</i>	Obi's Restaurant
<i>Street Address:</i>	Shop 1, 222 Byrnes Street, Mareeba
<i>Proposed Trading Hours:</i>	10:00 AM to 12:00 AM - Monday to Sunday
<i>Type of Licence:</i>	Commercial Other – Subsidiary on Premises (Meals)

Should this licence be granted it would enable the holder thereof to sell liquor for consumption on the premises where the principal activity is the provision of meals prepared and served to be eaten on the premises. (However, liquor may be sold to patrons who are non-diners i.e. only there to have a drink.)

Please note that the applicant has also indicated their intention to include an outdoor dining area as part of their proposed licensed area.

Office of Liquor and Gaming Regulation  
63 George Street  
BRISBANE QLD 4000  
Locked Bag 180  
CITY EAST QLD 4002

Telephone +61 7 3224 7131  
Facsimile +61 7 3227 7047  
Email [OLGRlicensing@justice.qld.gov.au](mailto:OLGRlicensing@justice.qld.gov.au)  
Website [www.business.qld.gov.au/liquor-gaming](http://www.business.qld.gov.au/liquor-gaming)  
ABN 13 846 673 994

By law, the relevant local government authority for the locality must be informed of the application and afforded the opportunity to:

- Comment on the reasonable requirements of the public in the locality.
- Object to the grant of the application on the grounds that the amenity, quiet or good order of the locality would be lessened.

Please advise whether you have any comments on, or objections to, the grant of the application. In accordance with section 117 of the *Liquor Act 1992* your comments or objection must be given to this office on or before the last day for filing objections. To comply with section 117 of the Act, your comments or objection should be received by 22 August 2019.

If you do not support the application, your comments or objection should include full particulars of:

- The grounds upon which the objection is made.
- The facts, evidence or reasons upon which it is based.

It is important to note that less weight will be given to statements that merely indicate that the Chief Executive Officer does not support, or objects to the application. Accordingly, any objection to this application should be supported by documentary evidence on the specific trading history of this venue and include incidents directly linked to the operation of the premises and the conduct of the licensee and their management.

If this application relates to a new licensed premises and there is no trading history to rely on, your objection may be based on anecdotal evidence, particularly in relation to the reasonable requirements of the public.

In the interests of natural justice, any comment or objection you provide may be referred to the applicant.

In considering your comments, including the likelihood of adverse health, public safety and amenity issues, the Commissioner for Liquor and Gaming may also impose licence conditions to mitigate any risk posed by the application.

The Commissioner's decision may be subject to review by the independent Queensland Civil and Administrative Tribunal. Substantiating any comments or objections as requested will ensure the Commissioner's decision is appropriately evidence-based and more capable of withstanding scrutiny in any subsequent review.

**Compliance with local town planning requirements is requested to be confirmed in your reply to this letter.**

If you require clarification on any of these matters, please do not hesitate to contact the Customer Support Team on telephone (07) 3224 7131.

Yours sincerely

p.p.

A handwritten signature in black ink, appearing to read 'Brian Bauer', with a long horizontal flourish extending to the right.

Brian Bauer  
**A/Executive Director**  
8/08/2019

**8.4 SELECTIVE APPROVED ANIMAL INSPECTION PROGRAM**

**Date Prepared:** 25 July 2019

**Author:** Supervisor Health and Local Laws

**Attachments:** 1. Selective Animal Inspection Program information [↓](#)

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**EXECUTIVE SUMMARY**

This report is presented to Council to ensure that the actions taken by Councils Local Laws Officers in relation to a 'door knock' to check registration and enclosures relating to the keeping of dogs is conducted lawfully and that officers have the necessary powers of entry as prescribed in both the *Local Government Act 2009* and the *Animal Management (Cats and Dogs) Act 2008*.

The Animal Management Act provides the head of power for Local Governments to conduct Approved Inspection Programs (AIP). An AIP under the Animal Management (Cats & Dogs) Act can be either a selective inspection program or a systematic inspection program. Such programs are designed to be carried out on an annual basis to check if animal owners are complying with the requirement to register their dogs.

The Local Government Act also provides for Local Governments to conduct Approved Inspection Programs (AIP) where the provision being checked is a Local Government Act provision. An example is where Council is checking compliance with a provision of Council's Local Laws, such as the requirement to provide a proper enclosure to prevent the animal from wandering.

**RECOMMENDATION**

That Council:

1. Approve a selective Approved Inspection Program (as attached) to be carried out to ensure compliance with the registration and microchipping requirements if the *Animal Management (Cats & Dogs) Act 2008*; and
2. Approve a selective Approved Inspection Program (as attached) be carried out to ensure compliance with section 14 of *Local Law No. 2 Animal Management 2011* - duty to provide proper enclosure and prevent the animal from wandering."

**BACKGROUND**

Where Council wish to enter properties to check if dogs are registered, the Animal Inspection Program (AIP) is to be in reference to the Animal Management Act; however where Council wish to enter properties to check if owners have a proper enclosure that prevents their dogs from escaping and wandering at large the AIP is to be in reference to the Local Government Act.

The attached AIP has been drafted to include both statutes to ensure that officers are not limited to enforcing only one requirement. It is understood that on this occasion the program aims to target properties in a particular area. However, it is recommended that the program is approved to include a greater area.

Council staff will do their best not to reduce the current service level. However, with the extent of this program, there will be some reduction in service levels. Where a priority task is received such as a dog attack or livestock on roads officers will not be expected to reach short-term targets for the program.

Council recently conducted an Approved Inspection program in the Mareeba area. The program proved to be successful with a number of residents registering their dogs and property enclosures being inspected to ensure compliance.

This program will be focusing on the Julatten area and surrounds, due to a recent increase in dog attacks and reports of animals wandering at large in the Julatten rural residential area.

The program will be advertised to be carried out between 1 October 2019 to 31 March 2020.

Under the Animal Management Act 2008;

A **selective inspection program** provides for the selection, in accordance with the resolution, of places in the local government's area, or a particular part of the area, to be entered and inspected. A **systematic inspection program** provides for all places, or all places of a particular type, in the local government's area, or a particular part of the area, to be entered and inspected.

A program under this Act must not be for a period greater than six (6) months.

Under the Local Government Act 2009;

A **selective inspection program** allows an authorised person to enter and inspect those properties in the local government area that have been selected in accordance with the objective criteria specified in the resolution. A **systematic inspection program** allows an authorised person to enter and inspect all properties, or all properties of a certain type in the local government area.

A program under this Act must not be for a period greater than three (3) months.

## **RISK IMPLICATIONS**

### **LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

In order to ensure that officers' actions can be supported in any subsequent legal challenge, their powers to enter must be carried out in accordance with the provisions of *the Local Government Act 2009* and the *Animal Management (Cats & Dogs) Act 2008*.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

#### ***Capital***

Nil

#### ***Is the expenditure noted above included in the current budget?***

Nil

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

Nil

#### ***Operating***

This program is to be carried out by Councils Local Laws Officers, with the door knock to be scheduled between existing duties. Without planning for additional resources, the existing service levels for Local Laws matters will be reduced in other areas.

The schedule for the program has not been defined; however, there will be a target of a minimum of 10 to 20 properties to be visited each day when all officers are rostered on. The roster of officers includes approved annual leave and days where there are only two (2) officers rostered on.

Where a priority task is received such as a dog attack or livestock on roads officers will not be expected to reach their target for the program.

***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***

N/A

**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 Council resolve to conduct an Approved Inspection Program, it must be published in the public notices no sooner than 14 days and no longer than 28 days before the commencement of the program.



**APPROVED INSPECTION PROGRAM**  
**Animal Management (Cats and Dogs) Act 2008 & Local Government Act 2009**  
**Dogs - Registration and Enclosures**



**Introduction**

Mareeba Shire Council resolved on 21 August 2019 that;

1. A selective Approved Inspection Program be carried out to ensure compliance with the registration requirements of the Animal Management (Cats & Dogs) Act 2008; and
2. A selective Approved Inspection Program be carried out to ensure compliance with section 14 of Local Law No. 2 (Animal Management) 2018 - duty to provide a proper enclosure and prevent the animal from wandering.

**Purpose of Program**

To ensure that the owners of dogs within the Mareeba Shire council area have complied with;

- the registration requirements prescribed by the Animal Management (Cats & Dogs) Act 2008 and
- the duty to provide a proper enclosure to prevent the animal from wandering in Council's Local Law.

**Program Times**

The selective inspection program will commence on 1 October 2019 and terminate on 1 January 2020. It will be conducted between the hours of 6.30am and 6.30pm Monday to Sunday, with the majority of inspections to be carried out during normal working hours, or at such time depending on the circumstances of the householder.

**Properties to be Inspected**

Properties that may be inspected include properties in **Julatten and surrounds**.

**Enforcement**Registration

Where an Authorised Person identifies a dog as not being registered for the current year 2018/2019 an infringement notice (\$266) may be issued.

Enclosure

Where an Authorised Person identifies that a proper or adequate enclosure is not provided:

1. A verbal or written warning will be issued encouraging the owner to comply with an adequate or proper enclosure within 14 days.
2. Where a proper enclosure has not been provided within 14 days a Compliance Notice will be issued to the responsible person requiring them to comply within 28 days.
3. Where owners subsequently fail to comply with the Compliance notice, they will be issued an infringement notice (\$667).



**8.5 LOCAL LAW REVIEW 2019**

**Date Prepared:** 10 July 2019  
**Author:** Supervisor Health and Local Laws  
**Attachments:** 1. Amending Local Law [↓](#)  
2. Anti Competitive Report [↓](#)

**EXECUTIVE SUMMARY**

Council officers have undertaken a review of the local laws, in consultation with Preston Law and propose that the *Amending Subordinate Local Law No. 2 (Miscellaneous Subordinate Local Laws) 2019* ("**the Amending Local Law**") be adopted to amend:

- (a) *Subordinate Local Law No.1 (Administration) 2018* to;
- (b) *Subordinate Local Law No.2 (Animal Management) 2018* to;
- (c) *Subordinate Local Law No.3 (Community and Environmental Management) 2018*; and
- (d) *Subordinate Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2018*.

**RECOMMENDATION**

That Council:

1. propose to adopt *Amending Subordinate Local Law No. 2 (Miscellaneous Subordinate Local Laws) 2019* ("**the Amending Local Law**");
2. adopt the preliminary report reviewing the Amending Subordinate Local Law for anti-competitive provisions pursuant to section 38 of *the Local Government Act 2009* and section 15 of the *Local Government Regulation 2012*; and
3. undertake the following public consultation:
  - (i) advertise public consultation on Council's noticeboard and website;
  - (ii) allowing interested parties approximately three weeks, from the date of notification in to make submissions.

**BACKGROUND**

Council officers have undertaken a review of the local laws, in consultation with Preston Law and propose that the *Amending Subordinate Local Law No. 2 (Miscellaneous Subordinate Local Laws) 2019* ("**the Amending Local Law**") be adopted to amend:

- (a) *Subordinate Local Law No.1 (Administration) 2018* to—
  - (i) include additional prescribed requirements for advertising devices that do not require an approval; and
  - (ii) increase the property size where a pig can be kept with an approval to 20,000 sqm in an urban area;
  - (iii) amend the requirements in relation to constructing a grid on a road;

- (iv) fix typographical errors and renumber; and
- (b) *Subordinate Local Law No.2 (Animal Management) 2018* to—
  - (i) amend section 4 (Definitions);
  - (ii) amend numbering in schedule 1;
  - (iii) fix typographical errors; and
- (c) *Subordinate Local Law No.3 (Community and Environmental Management) 2018* to:
  - (i) amend the definitions in section 4;
  - (ii) insert a reference to schedule 4 at section 9A;
  - (iii) insert noise standards for pumps in schedule 5;
  - (iv) fix typographical errors; and
- (d) *Subordinate Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2018* to fix typographical errors and renumber schedule 1.

The following process must be followed to amend a subordinate local law:-

1. Propose to adopt an Amending Subordinate Local Law;
2. Conduct a review of any anti-competitive provisions in the Amending Local Law pursuant to section 38 of the LGA;
3. Consider whether public consultation is required prior to adopting the Local Law in accordance with the Local Government Principles contained in section 4 of the LGA;
4. Following public consultation, consider whether to make the Local Law;
5. If the Local Law is adopted, publish the Local Law in accordance with section 29B of the LGA; and
6. Council may prepare and adopt a consolidated version of a Local Law pursuant to section 32 of the LGA.

The following documents are attached for Council's consideration:-

- (a) Proposed Amending Subordinate Local Law; and
- (b) Anti-competitive Report.

### **ANTI-COMPETITIVE**

Regulation 15 of the Local Government Regulation 2012 ("Regulation") requires Council to undertake a review of its local laws regarding anti-competitive provisions in accordance with the "National Competition Policy – Guidelines for Conducting Reviews on Anti-Competitive Provisions in Local Laws – Version 1", ("Guidelines").

In assessing the Amending Local Law for anti-competitive provisions, it is determined that either the local laws are not anti-competitive or excluded under step 2 of the Guidelines.

No further review under the guidelines is required.

**Public Consultation**

There is no specific requirement for public consultation under Chapter 3 Part 1. However section 4(3)(c) of the LGA relevantly requires “community engagement”.

A 3-week consultation period is likely to be sufficient however Council may decide to extend that period if it considers the amendments to be of significant public interest.

We do not expect the proposed amendments to be of significant public interest.

**RISK IMPLICATIONS****Political and Reputational**

As there are proposed changes to the Subordinate Local Law, Council and Councillors will need to be familiar with the proposed changes to ensure consistency.

**Legal and Compliance**

Advice on the matters were sought from Preston Law to ensure the process is undertaken in accordance with the relevant legislation listed below.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

The relevant legislative requirements are as follows: -

- (a) *Local Government Act 2009* – section 29 (local law-making process);
- (b) *Local Government Act 2009* – section 121(1) (removal of unsound decisions);
- (c) *Local Government Act 2009* – section 38 (anti-competitive provisions);
- (d) *Local Government Act 2009* – section 257 (delegation of local government powers);
- (e) *Local Government Regulation 2012* – section 14 (local law register) – Act, s31;
- (f) *Local Government Regulation 2012* – section 15 (anti-competitive provisions and review procedures);
- (g) National Competition Policy – Guidelines for Conducting Reviews on Anti-Competitive Provisions and Local Laws – Version 1; and
- (h) Guidelines for Drafting Local Laws dated 4 April 2016.

**FINANCIAL AND RESOURCE IMPLICATIONS****Capital**

N/A

**Operating**

Advice on process requirements to be provided by Preston Law.

***Is the expenditure noted above included in the current budget?***

N/A

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

N/A

**LINK TO CORPORATE PLAN**

**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**

Following public consultation Council will adopt the Amending Local Law and Consolidated Local Law and notification will occur pursuant to section 29B of the *Act*.

**Mareeba Shire Council****Amending Subordinate Local Law No.2 (Miscellaneous Subordinate Local Laws) 2019****Contents**

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## **Part 1      Preliminary**

### **1      Short title**

This local law may be cited as *Amending Subordinate Local Law No.2 (Miscellaneous Subordinate Local Laws) 2019*.

### **2      Subordinate Local Law amended**

This subordinate local law is made pursuant to—

- (a) for part 2, *Local Law No.1 (Administration) 2018*;
- (b) for part 3, *Local Law No.2 (Animal Management) 2018*;
- (c) for part 4, *Local Law No.3 (Community and Environmental Management) 2018*,
- (d) for part 5, *Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2018*.

### **3      Object**

The object of this local law is to amend —

- (a) *Subordinate Local Law No.1 (Administration) 2018* to—
  - (i) include additional prescribed requirements for advertising devices that do not require an approval; and
  - (ii) increase the property size where a pig can be kept without an approval;
  - (iii) amend the requirements in relation to constructing a grid on a road;
  - (iv) fix typographical errors and renumber; and
- (b) *Subordinate Local Law No.2 (Animal Management) 2018* to—
  - (i) amend section 4 (Definitions)
  - (ii) amend numbering in schedule 1;
  - (iii) fix typographical errors; and
- (c) *Subordinate Local Law No.3 (Community and Environmental Management) 2018* to:
  - (i) amend the definitions in section 4;
  - (ii) insert a reference to schedule 4 at section 9A;
  - (iii) insert noise standards in schedule 5
  - (iv) fix typographical errors; and



- (d) *Subordinate Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2018* to fix typographical errors and renumber schedule 1.

#### **4 Commencement**

This local law commences upon publication of the notice of *Amending Subordinate Local Law No.2 (Miscellaneous Subordinate Local Laws) 2019* in the Gazette.

### **Part 2 Amendment of Subordinate Local Law No. 1 (Administration) 2018**

#### **5 Local law amended**

This part amends *Subordinate Local Law No.1 (Administration) 2018*.

#### **6 Amendment of Sch 10 (Installation of advertising devices)**

- (1) Section 2(3)(k)— “ca”

*omit*

- (2) after section 2(3)(p)—

*insert—*

- (q) all temporarily constructed supports (for example, stakes driven into the ground) must be constructed from timber; and
- (r) all advertising devices must be located at least—
- (i) 3.5 metres from the edge of the nearest traffic lane on roads with a speed limit of 80kph or less; or
  - (ii) 6 meters from the edge of the nearest traffic lane on roads with a speed limit greater than 80kph.

#### **7 Amendment of Sch 11 (Keeping of animals)**

- (1) Section 4(4) — “or a pig”

*omit*

- (2) Section 4(4) — after “an urban area greater than 10,000m<sup>2</sup>” —

*insert—*

or a pig on a property in an urban area greater than 20,000m<sup>2</sup>,

- (3) Section 6(a) — “the subject of the approval” —

*omit, insert—*

on the property

**8 Amendment of Sch 24 (Undertaking regulated activities on local government controlled areas and roads— (c) film and television activities.)**

Section 6(g)— “to”

*omit*

**9 Amendment of Sch 30 (Carrying out works on a road or interfering with a road or its operation)**

- (1) Section 5(2)(a)(ii) — “1 in 12”

*omit, insert—*

5%

- (2) Section 6(2)(a)(xii)(A) — “3.66 meters by 1.80”

*omit, insert—*

4 meters by 2.4

- (3) Section 6(c) —

*omit—*

- (4) Section 6(d) and (e) —

*renumber* as section 6(c) and (d).

### **Part 3 Amendment of Local Law No.2 (Animal Management) 2018**

#### **10 Local law amended**

This part amends *Subordinate Local Law No.2 (Animal Management) 2018*.

#### **11 Amendment of s4 (Definitions)**

Section 4 — “13”—

*omit, insert—*

11

#### **12 Renumbering of Sch 1 (Prohibition on keeping animals)**

Section 8, 9 and 10—

*Renumber* as section 7, 8 and 9

### **Part 4 Amendment of Subordinate Local Law No.3 (Community and Environmental Management) 2018**

#### **13 Local law amended**

This part amends *Subordinate Local Law No.3 (Community and Environmental Management) 2018*.

#### **14 Amendment of s4 (Definitions)**

Section 4 — before “Particular words used in the subordinate local law”—

*insert—*

Unless otherwise specified in this local law

#### **15 Insertion of new s9A (Prescribed requirements for community safety hazards)**

After section 9 —

*insert—*

For section 20(1) of the authorising local law, a responsible person for a community safety hazard listed in column 1 of schedule 4 must meet the requirements prescribed in the corresponding part of column 2 of schedule 4.

premises

*omit, insert—*

[illegible]

	<p>a) from 7pm to 7am the following day, if it makes a noise of more than 5dB(A) above the background level; or</p> <p>b) from 7am to 7pm if it makes a noise of more than 15dB(A) above the background level.</p> <p>5) In this section— pump—</p> <p>a) means an electrical, mechanical or pneumatic pump; and</p> <p><i>Examples— liquid pump, air pump, heat pump</i></p> <p>b) includes a swimming pool pump and a spa blower.</p>	
--	---	--

<sup>1</sup>Urban area has the same meaning as given in Subordinate Local Law No.2 (Animal Management) 2018.

#### **Part 4 Amendment of Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2018**

##### **18 Local law amended**

This part amends *Subordinate Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2018*.

##### **19 Amendment of Schedule 1 (Prohibited activities for local government controlled areas or roads)**

- (1) Section 1(d) (column 2) —  
*omit*
- (2) Section 1(e) to (m) —  
*renumber as (d) to (l)*



# **Mareeba Shire Council**

## **Review of Anti-Competitive Provisions**

*Amending Subordinate Local Law No. 2 (Miscellaneous Subordinate Local Laws) 2019*

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## Anti-Competitive Provisions in proposed Local Laws 2019: Introduction

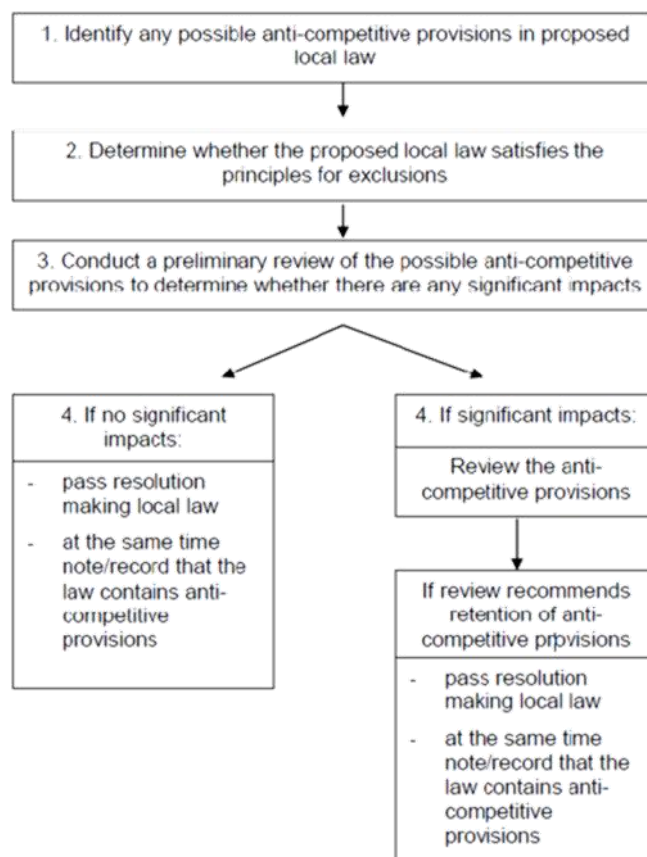
### Preliminary Assessment

Regulation 15 of the *Local Government Regulation 2012* ("Regulation") requires Council to undertake a review of its local laws regarding anti-competitive provisions in accordance with the "National Competition Policy – Guidelines for Conducting Reviews on Anti-Competitive Provisions in Local Laws – Version 1", ("Guidelines").

An anti-competitive provision in Local Laws ("anti-competitive provision") means provision that a regulation identifies as creating barriers to –

- (a) Entry to a market; or
- (b) Competition within a market.<sup>1</sup>

The process for undertaking a review of anti-competitive provisions in a local law is set out in the Guidelines and shown below.



<sup>1</sup> *Local Government Act 2009* (Qld), Schedule 4 – Dictionary



## Step 1 – Identification of Anti-Competitive Provisions

### Barriers to Entering the Market

This type of anti-competitive provision in a local law involves either prohibiting particular business activities or placing obligations on the operators of business activities.

### Restricting Competition in the Market

This type of anti-competitive provision in a local law involves giving some benefit or imposing some hindrance on particular business operators.

### Application

*Amending Subordinate Local Law No. 2 (Miscellaneous Subordinate Local Laws) 2019 (“the Amending Local Law”) be adopted to amend:*

- (a) *Subordinate Local Law No.1 (Administration) 2018 to—*
  - (i) include additional prescribed requirements for advertising devices that do not require an approval; and
  - (ii) increase the property size where a pig can be kept without an approval;
  - (iii) amend the requirements in relation to constructing a grid on a road;
  - (iv) fix typographical errors and renumber; and
- (b) *Subordinate Local Law No.2 (Animal Management) 2018 to—*
  - (i) amend section 4 (Definitions)
  - (ii) amend numbering in schedule 1;
  - (iii) fix typographical errors; and
- (c) *Subordinate Local Law No.3 (Community and Environmental Management) 2018 to:*
  - (i) amend the definitions in section 4;
  - (ii) insert a reference to schedule 4 at section 9A;
  - (iii) insert noise standards in schedule 5
  - (iv) fix typographical errors; and
- (d) *Subordinate Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2018 to fix typographical errors and renumber schedule 1.*

## Step 2 – Determination of Exclusions

In some cases, a local law that is considered necessary has some unintended impact on businesses that inadvertently create barriers from entering the market or restricts competition. Depending on the nature of the local law, in some cases, the local government may not be required to conduct a review of any anti-competitive provisions.

The particular types of local laws excluded from the review of anti-competitive provisions are: -

1. Local Laws regulating the behaviour of individuals;
2. Local Laws dealing solely with internal administrative procedures of a local government;
3. Local Laws intended as a legitimate measure to combat the spread of pest and disease;
4. Local Laws to ensure accepted public health and safety standards are met; and
5. Repealing Local Laws.

## Application

### 1. Amendment of Subordinate Local Law No. 1 (Administration) 2018 – Part 2

#### (a) Amendment of Schedule 10 (Installation of advertising devices)

- (i) Section 6(1) of the Amending Local Law amends a typographical error and is not anti-competitive under step 1
- (ii) Section 6(2) of the Amending Local Law includes conditions that must be met to exclude a person from requiring an approval under the local law for that type of activity and is intended to ensure accepted public health and safety standards are met and is therefore excluded from the review under the guidelines.

#### (b) Amendment of Schedule 11 (Keeping of animals)

- (i) Section 7(1) and (2) of the Amending Local Law seeks to amend Local Law No.1 to be consistent with schedule 1 and 2 of Subordinate Local Law No.2 (Animal Management) 2016 where the keeping of pigs is prohibited on urban properties less than 20,000m<sup>2</sup>. That local law has been subject to a review of the anti-competitive provisions and this amendment does not alter the local law. This amendment will have no greater effect than Subordinate Local Law No.2 (Animal Management) 2018 which, under the anti-competitive review in 2018 excluded this schedule because it solely regulated the behaviour of individuals, was intended to combat the spread of disease and ensure acceptable standards of public health and safety are met. This amendment is excluded under Step 2.
- (ii) Section 7(3) of the Amending Local Law seeks to fix a grammatical error in the local law and is not anti- competitive under step 1.

#### (c) Amendment of schedule 24 (Undertaking regulated activities on local government controlled areas and roads— (c) film and television activities.)

Section 8 of the Amending Local Law amends a typographical error in 6(g) of the schedule and is not anticompetitive under step 1.

**(d) Amendment of schedule 30 (Carrying out works on a road or interfering with a road or its operation)**

- (i) Section 9(1) and (2) seeks to amend conditions that will ordinarily be imposed on approvals. The local law also ensures acceptable public health and safety standards are met and therefore is excluded from review of the anti-competitive provisions under Step 2.
- (ii) Section 9(3) omits a requirement to display a prominent sign on the gate or grid which Council considers is no longer required.

This matter is not anti-competitive and excluded under Step 1.

- (iii) Section 9(4) seeks to renumber section 6(c) and (d) and is not considered anti-competitive under Step 1.

**2. Amendment of Subordinate Local Law No. 2 (Animal Management) 2018**

The Amending Local Law seeks to correct renumbering issues and cross-referencing issues in the Local Law at section 4, 8, 9 and 10 at section 11 and 12 of the Amending Subordinate Local Law.

These amendments are not anti-competitive under Step 1.

**3. Amendment of Subordinate Local Law No. 3 (Community Environmental Management) 2018**

**(a) Amendment of Section 4 (Definitions)**

- (i) The definitions were amended because the word “urban area” is defined by a reference to Subordinate Local Law No. 2 in a new section.

This amendment is not anti-competitive under Step 1.

- (ii) Section 15 of the Amending Local Law inserts a new paragraph A referring to Schedule 4 of the Local Law which was omitted from the original Local Laws as not anti-competitive under Step 1.

**(b) Amendment of Schedule 3 (Prohibited Fires)**

Section 16 of the Amending Local Law corrects a typographical error and is not considered anti-competitive.

**(c) Amendment of Schedule 5 (Prescribed Noise Standards)**

Section 17 of the Amending Local Law seeks to replace section 440T of the *Environmental Protection Act 1994* with a new standard. The new standard retains the noise standards in the EPA but increases the allowable noise levels for occupiers of a premises in a rural zone from 3dB(A) above the background noise level to 5dB(A) from 7pm to 7am and to 15dB(A) above the background noise level from 7am to 7pm.

This local law does not create barriers to enter the market but does provide benefit to business owners operating within the rural zone.

The restriction on noise in non-rural zones is to ensure accepted public health and safety standards are met and is therefore excluded from a review under step 2.

**4. Amendment of Subordinate Local Law No. 4 (Local Government Controlled Areas Facilities and Roads) 2018**

Section 19 amends an error in the original Local Law and renumbers Schedule 1 and therefore is not considered anti-competitive under Step 1.

**Conclusion**

In assessing the Amending Local Law for anti-competitive provisions, it is determined that either the local laws are not anti-competitive or excluded under step 2 of the Guidelines.

No further review under the guidelines is required.

**8.6 REVISED DELEGATIONS UPDATE MAY**

**Date Prepared:** 24 July 2019

**Author:** Senior Compliance Officer

**Attachments:**

1. MacDonnells Law delegations update service letter [↓](#)
2. Resolution 2019/58 [↓](#)
3. Instrument of Delegation PDA 2018 [↓](#)
4. Instrument of Delegation PDR 2019 [↓](#)

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**EXECUTIVE SUMMARY**

A new resolution of Council is required to address the effect of date disparity between the Council Meeting delegation of powers Resolution on 19 June 2019 and the coming into force on 1 July 2019 of amendments to the *Plumbing and Drainage Act 2018* and the *Plumbing and Drainage Regulation 2019*.

**RECOMMENDATION**

That:

1. Council delegates the exercise of powers contained within the attached Instruments of Delegation, with such powers to be exercised subject to any limitations effective as at 1 July 2019; and
2. Any prior delegations of power relating to the same matters are revoked.

**BACKGROUND**

Council has approved the content of the delegations update for May 2019 via Resolution 2019/58 in Council Meeting of 19 June 2019. Contained within the update were delegations relevant to the *Plumbing and Drainage Act 2018* (PDA) and the *Plumbing and Drainage Regulation 2019* (PDR). These two statutes did not come into force until date of 1 July 2019. Relevantly, Council cannot delegate powers or appoint authorised persons specific to these statutes until after 1 July 2019.

**RISK IMPLICATIONS**

Although the risk is assessed as low for any actions taken and decisions made by Council officers under the provisions of the new statutes during the period between 19 June 2019 and 21 August 2019, risk will increase as time passes where a new authorising resolution is not made.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Should any decision made, or actions taken by Council officers under delegated authority or authorised person powers relevant to the PDA and PDR during the period between 19 June 2019 and 21 August 2019 be challenged, a court may deem such decisions or actions improperly made and invalid.

**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



Our Ref: PJD:Patrick Day:172254

27 June 2019

Local Government Delegations Recipients

By Email

### Plumbing and Drainage Act – Appointment of Inspectors

We have recently received some enquiries in respect to the appointment of inspectors under the new *Plumbing and Drainage Act 2018* (Qld) (**PLDA**) and the *Plumbing and Drainage Regulation 2019* (Qld) (**PLDR**).

Under section 139 of the PLDA, a local government may appoint an authorised person as an inspector for the purposes of the PLDA and PLDR. The table of delegable powers for the PLDA includes this section as a power which is capable of being delegated by a local government to its Chief Executive Officer (**CEO**).

We note that the current Instrument of Appointment has been drafted in a manner which assumes that Council will delegate the power to appoint an authorised person as an inspector to the CEO. However, we note that unless the CEO has received a delegation from Council for this purpose, they cannot appoint an authorised person as an inspector under section 139 of the PLDA to exercise those powers set out in the PLDR. For completeness, for a person to be appointed as an inspector they must first be appointed under the *Local Government Act 2009* (Qld) as an authorised person.

Accordingly, Council can either:

1. appoint authorised persons as inspectors by resolution (to this end, we **attach** an Instrument of Appointment for that purpose); or
2. delegate the power to appoint inspectors to the CEO, who may then appoint authorised persons as inspectors (we **attach** an Instrument of Appointment for that purpose).

We note that we have amended the Instrument of Appointment for circumstances where an inspector is being appointed by a CEO. This amended instrument should be used by Councils.

The amendment clarifies that for a person to be appointed as an inspector, they must first be appointed as an authorised person under the LGA. Please contact us if you have any questions.

**We lastly note that the amendments to the PLDA referred to above do not come into force until 1 July 2019. Accordingly, Council is unable to delegate those powers (as they do not yet exist) or appoint those persons until after 1 July 2019.**

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Local Government Delegations Recipients

MacDonnells Law  
27 June 2019  
Page 2

Yours faithfully  
**MacDonnells Law**

A handwritten signature in blue ink, appearing to read 'MacDonnells Law'.

**Writer:** Ben Meredith, Associate  
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**Practice Leader:** Patrick Day

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**8.6 Delegations Update May 2019**

**Resolution 2019/1**

Moved: Cr Mary Graham

Seconded: Cr Lenore Wyatt

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.

**Carried**

## **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 <b>show cause notice</b> ) 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"> <li>1. Refuse the application; or</li> <li>2. approve the application with:</li> </ol>



		(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***

<b>Entity power given to</b>	<b>Section of PLDR</b>	<b>Description</b>
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***

<b>Entity power given to</b>	<b>Section of PLDR</b>	<b>Description</b>
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***

<b>Entity power given to</b>	<b>Section of PLDR</b>	<b>Description</b>
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"> <li>1. Remove the obstruction or fix the damage; and</li> <li>2. Fairly apportion the reasonable cost of removing the obstruction or fixing the damage between the owners; and</li> <li>3. To recover as a debt from each owner, the owner's share of the cost.</li> </ol>
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**

<b>Entity power given to</b>	<b>Section of PLDR</b>	<b>Description</b>
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**

<b>Entity power given to</b>	<b>Section of PLDR</b>	<b>Description</b>
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**

<b>Entity power given to</b>	<b>Section of PLDR</b>	<b>Description</b>
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]





**8.7 FNQ SPORTS & PISTOL CLUB INC AMENDMENT OF LEASE FOR HOURS OF OPERATION**

**Date Prepared:** 12 August 2019

**Author:** Governance and Compliance Officer

**Attachments:** 1. Letter FNQ Sports & Pistol Club Inc seeking to extend hours of operation  
[↓](#)

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**EXECUTIVE SUMMARY**

A letter has been received from FNQ Sports and Pistol Club Inc (the Club) seeking a further extension of the hours of operation of their facility located at 198 Wetherby Road (within Lot 214 SP297028) Mount Molloy.

The Club seeks to extend their hours of operation from their current spread of hours which is 9:00 am to 9:00 pm seven (7) days per week to a proposed new spread of hours of **8:00 am to 9:00 pm** seven (7) days per week.

**RECOMMENDATION**

That Council agree to amend clause 3.1.1 of the Far North Queensland Sports & Pistol Club Inc Trustee Lease over part of Reserve for Recreation Lot 214 on SP297028 to allow the Club's pistol range to operate seven (7) days per week (excluding Christmas Day) between the hours of 8:00 am and 9:00 pm and that the Club will pay all relevant application and processing fees in addition to fees for lodgement of necessary documents on Title.

**BACKGROUND*****History of Previous requests to increase hours of operation*****November 2015**

The Club applied to Council for a change to their hours of operation from 10:00 am to 5:00 pm on Saturdays, Sundays and Public Holidays with practice shooting on Wednesdays from 1:00 pm to 5:00 pm. The purpose for requesting the extension was to provide extended access to members and potential members who were not able to easily use the facility during the operational hours in place at that time. Council at its meeting held on 16 December 2015 resolved:

*"That Council agree to amend Clause 3.1.1 of the Far North Queensland Sports & Pistol Club's lease over part of Reserve for Recreation Lot 214 on DA461 to allow the Club's pistol range to operate seven days per week (excluding Christmas Day) between the hours of 9:00 am and 5:00 pm."*

The previous increase in hours afforded to the Club by Council in 2015 was a significant increase over the operating hours in the lease at that time.

**July 2017**

The Club applied to Council for a further change to their hours of operation to extend them to 9:00 am to 9:00 pm (operating seven (7) days per week). The reasoning given was that most of their members are in business and the extra hours would enable them to shoot in the evenings.

At its Ordinary Meeting held on 21 February 2018 Council resolved:

*"That Council agree to amend Clause 3.1.1 of the Far North Queensland Sports & Pistol Club's lease over part of Reserve for Recreation Lot 214 on DA461 to allow the Club's pistol range to operate seven (7) days per week (excluding Christmas Day) between the hours of 9:00 am and 9:00 pm."*

It was further stated that Council had received assurances from the Club that this extension was only for low calibre firearms.

### **July 2019**

Most recently, the Club has again approached Council to extend their hours of operation to 8:00 am to 9:00 pm with all other conditions to remain in place. The justification for requesting an earlier starting time is the inclusion of 'inter-club competitions' and the requirement for some participants to travel 2 to 3 hours to attend the venue.

It is recommended that should Council resolve to accept the changes to the operating hours, that the Club be informed that Council reserves the right to review the hours of operation should there be any negative ramifications from the change of its hours.

The lease allows for operation of the facility seven (7) days per week excluding Christmas Day.

### **RISK IMPLICATIONS**

#### **Financial**

Relevant application, processing and lodgement fees to be recovered from the Club.

#### **Political and Reputational**

Council reserves the right to review the hours of operation should there be any negative ramifications.

### **LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Council to lodge necessary documentation on Title to reflect any changes to lease conditions.

### **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.

### **IMPLEMENTATION/COMMUNICATION**

Council write to FNQ Sports & Pistol Club Inc advising outcome and details of actions they will be required to undertake.

**FNQ SPORTS & PISTOL CLUB INC.**

**PO BOX 993  
MOSSMAN QLD 4873  
ABN 78 809 158 698**



7  
AAC-PIR-AGK  
AI SVB  
SV AA

The Mayor and Councilors  
Mareeba Shire Council  
PO Box 154,  
Mareeba QLD 4880

Dear Mayor and Councilor's,

The FNQ Sports and Pistol Club is forging ahead and we would like to thank the Mareeba Shire Council for their continued support. We have recently been awarded a \$30,000 grant and will use that money to build an Air Pistol Range. We believe that Air Pistol will encourage more kids to take up our sport.

Recently, we requested an amendment to our operating hours from 9am-5pm, to 9am-9pm.

The Council kindly made an amendment and granted us the hours of 9am-9pm.

I am sorry that I am again requesting that our hours be changed to 8am-9pm. The reason being, we are now having inter-club competitions, which the club has never done before.

A lot of people live 2-3 hours away from our Pistol Club. A 9am start makes it very late when we finish and we are concerned for the safety of our shooters driving home late at night.

Yours sincerely,

Antonino Zammataro  
President

Ph: 0418 187 046

Email: zamplumb@bigpond.net.au



**8.8 KURANDA INFRASTRUCTURE AGREEMENT - ANNUAL REPORTING**

**Date Prepared:** 7 August 2019

**Author:** Director Corporate and Community Services

**Attachments:** 1. Kuranda Infrastructure Fund Annual Report 2018/19 [↓](#)

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**EXECUTIVE SUMMARY**

The Kuranda Township Infrastructure Master Plan 2010 - 2020 (As Amended 2017) is supported by funding provided to Council under the Kuranda Infrastructure Agreement (KIA).

As per Section 13.2 of the Agreement, Council is required to submit an annual report on the operation of the Kuranda Fund.

**RECOMMENDATION**

That Council:

1. Endorse the submission of the attached annual report on the operation of the Kuranda Fund for 2018/19 to the Department of Local Government, Racing and Multicultural Affairs; and
2. Commence negotiation with said department for continued support under the Kuranda Infrastructure Agreement.

**BACKGROUND**

The Kuranda Infrastructure Fund was established in 1994/95 as a program funded by Queensland Rail and Kuranda Skyrail. This program has afforded Mareeba Shire Council to undertake numerous improvements and enhancements for visitors to Kuranda. With an initial term of 15 years the Kuranda Infrastructure Agreement was renegotiated for a further 10 years which ends on 1 March 2020.

The recent shift in demands by the tourism market now sees the Kuranda destination as an 'experience' based market. The projects identified to address this change will provide security to the sector and provide for further growth and visitor numbers in years to come. Failure to do so could result in the demise of tourism for the region and will ultimately place financial stress on the council to maintain existing infrastructure (which was funded through the agreement) which would have to be funded by the General Fund.

In order to address these matters officers are preparing material to present to departmental officials. Negotiations to extend the term of the existing agreement or develop a new agreement are set to commence in the very near future.

**RISK IMPLICATIONS****Financial**

Infrastructure improvements undertaken by the Kuranda Infrastructure Fund will be due for renewal in the future. Should funding be discontinued under this program, the renewal of assets may be delayed or alternatively will have to be funded through the General Fund.

**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.

**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**

Meetings will be established with the appropriate representatives from the Department of Local Government, Racing and Multicultural Affairs to commence negotiations for a new/extended Kuranda Infrastructure Agreement.



2018/19

# Kuranda Infrastructure Program ANNUAL REPORT



## Executive Summary

Substantial progress has been made under the Kuranda Infrastructure Program during the 2018/19 financial year, including completion of key projects such as Therwine Street redevelopment and refurbishment of the Centenary Park toilet block. These projects have helped ensure that core infrastructure in Kuranda meets the needs of large numbers of visitors to the town.

During the 2018/19 financial year, the Kuranda Infrastructure Fund supported capital projects drawn from the Kuranda Township Infrastructure Masterplan as identified below.

Project	Actuals	Budget	Comments
Therwine Street Redevelopment	\$1,391,436	\$1,550,540	Completed.
Centenary Park toilet block refurbishment	\$281,873	\$200,000	Completed.
Wayfinding signage	\$37,755	150,000	Design underway with anticipated completion late 2019.
Barron Falls Walking Track	\$32,599	\$2,100,000	Design underway with anticipated completion late 2019.

Other commitments included:

- Depreciation \$90,677
- Maintenance \$47,683

The Fund received four payments for the year totalling \$804,818 which along with the balance funds from previous years attracted interest of \$152,951.

The Kuranda Infrastructure Advisory Committee met four (4) times in the 2018/19 financial year to provide advice to Council on the implementation of funds from the Kuranda Infrastructure Levy.

Projects planned for completion in the 2019/20 financial year include new wayfinding signage, Barron Falls Walking Track, Jum Rum Creek Walking Trail and Jungle Walk track rehabilitation and implementation of the Information Technology project.

Mareeba Shire Council is making preparations to seek a further extension of the Kuranda Infrastructure Agreement beyond the current expiry date of 30 June 2020 which will see development of a new Kuranda Township Infrastructure Master Plan.

Feedback from the tourism sector has verified that visitors seeking unique and authentic experiences outside the major cities and with a strong focus history, culture, adventure and the natural environment. Kuranda is only 30 minutes from Cairns and perfectly positioned to meet these needs for the domestic and international tourism market in Far North Queensland, however it is vital that adequate infrastructure is maintained to meet these needs beyond 2020.



## Therwine Street Redevelopment



The objective of the Therwine Street Redevelopment project was to enhance the amenity of the village and improve safety for motorists and pedestrians. The scope of works included footpath widening and reconfiguration to provide disabled access, parking improvements, installation of additional seating, landscaping and installation of solar street lighting.

Construction commenced in mid-2018 and was completed in April 2019. The project has led to the reinvigoration of Therwine Street as a destination for shopping and dining in Kuranda. The project has also motivated many businesses to upgrade their building facades and signage, which complements the project and makes the whole of Therwine Street more inviting to visitors.



*Therwine Street prior to works*



*Completed project*

## Centenary Park Toilet Block Refurbishment



The Centenary Park Amenities Building was originally constructed in the mid-1990's through Levy funding and has been refurbished to improve its amenity while providing for all abilities access. The refurbishment included repainting of the building inside and out, as well as internal improvements including new floor tiles, basins, toilet fixtures, partitions and upgrade to the lighting.

Construction commenced in late 2018 and was completed in early 2019. The upgrade has provided visitors to Kuranda with modern ablution facilities which also incorporate unique Kuranda artwork at the entrances to the male and female restrooms.



*Amenities prior to upgrade*



*Upgraded facilities including artwork by local artist installed at entrances to restrooms*

## Barron Falls Walking Track



The proposed Barron Falls Walking Track comprises of two parts:

- A link trail from the Kuranda Jungle Walk to the end of Weir Road, and
- A Barron Gorge National Park trail from the end of Weir Road to the Barron Falls car park area.

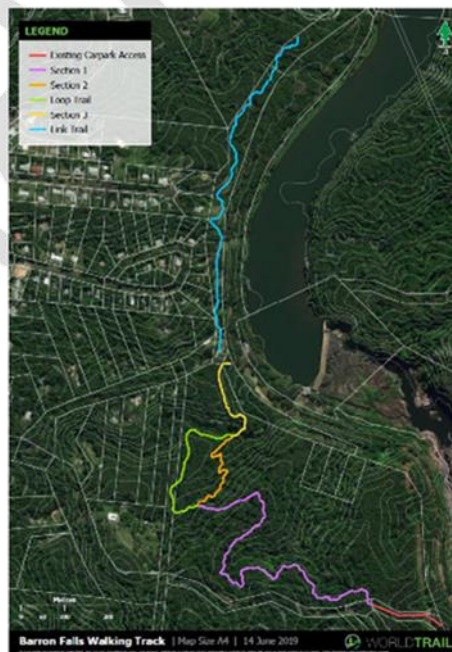
The Barron Gorge National Park trail will offer visitors to Kuranda a linking trail between Jum Rum Creek Conservation Park and the Barron Gorge National Park; alleviating foot traffic on Barron Falls Road. The trail will offer a similar rainforest experience to the Jungle Walk in Kuranda with the added potential to present World Heritage Wet Tropics values.

Council has engaged World Trails to determine suitable trail alignments and is presently undertaking engagement to confirm acceptance of the proposed alignment with various stakeholders, including Queensland Parks and Wildlife, Traditional Owners and Wet Tropics Management Authority.

It is anticipated that tenders will be invited from September 2019 with construction works completed by April 2020.



*Barron Falls*



*Proposed route alignments*



## Rehabilitation of Jungle Walk and Jum Rum Walking Trail



The Jungle Walk and Jun Rum Walking Trail were constructed through Levy funding in 2002 to provide visitors with an immersive rainforest experience. These walking tracks are very popular with tourists and provide important pedestrian linkages to other walking opportunities within Kuranda.

The walking trails require renewal of the asphalt surfacing and pedestrian bridges to ensure safety of pedestrians and enhance the experience of visitors' experience of the rainforest.

Council has commenced preparation of the design and work specifications for tender. Concurrently, Council is undertaking engagement with Queensland Parks and Wildlife Service to gain approval to complete the work as many sections of the trail are within National Park. It is anticipated that construction will commence in late 2019 and be completed by early 2020.



*Existing walking trail infrastructure which will be revitalised*

## Information Technology



Council has commenced planning for the Information Technology project in conjunction with the Kuranda Infrastructure Advisory Committee and Tourism Kuranda. Representatives from these groups have been invited to participate in a working group to develop the objectives and scope of the project and ensure that what is implemented is able to be maintained. The working group is working through a number of options such as Q-codes and App development with the project delivery to commence later in 2019 with the project to be completed by April 2020.

## New Wayfinding Signage



The Wayfinding Signage project aims to provide a modern and consistent wayfinding solution for roads and pathways throughout Kuranda township that aligns with Tourism Kuranda's "Village in the Rainforest" branding and marketing campaign to enhance visitors experience.

As part of the project, Council sought feedback from the community on possible new wayfinding signage options. The preferred option is in the final stages of design and it is anticipated that the signage will be procured and installed towards the end of 2019.



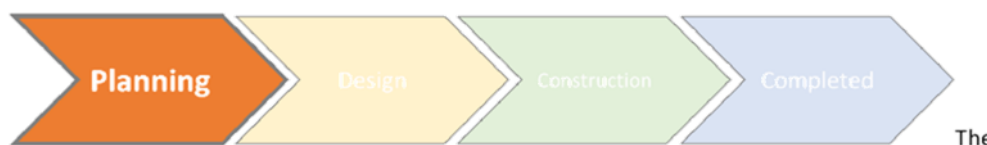
Existing, inconsistent wayfinding signage to be replaced



Visualisations of proposed new signage



## New Kuranda Township Infrastructure Master Plan



The Kuranda Township Infrastructure Agreement will expire on 30 June 2020. Council is seeking an extension to the Agreement to ensure that Council can continue to provide tourism related infrastructure in the village of Kuranda. It is proposed that a new Kuranda Township Infrastructure Master Plan is developed prior to the expiry of the current Agreement.

A draft 10-year plan for potential projects has been identified by Council officers for discussion with the Kuranda Infrastructure Advisory Committee for consideration in a future Kuranda Township Infrastructure Master Plan should approval be received to extend the Agreement:

Potential Project	Scope of Works	Cost Estimate
Centenary Park Renewal*	Renewal of pathways, retaining walls and play equipment	\$900,000
Kuranda Township Landscaping Improvements*	Development of street planting master plan and progressive upgrade of landscaping	\$500,000
Lower Therwine Street Improvements	Upgrade bottom of Therwine Street to provide additional parking, install lighting and renew footpaths	\$1,200,000
Upgrade River Walk pedestrian walking trail*	Upgrade surfacing and provide additional seating to improve existing walking trail	\$400,000
Barron Falls Road Widening	Widen existing road to cater for increased traffic visiting Barron Falls and Wrights Lookout	\$1,800,000
Wright's Lookout Road Widening*	Widen existing road to cater for pedestrians and increased traffic visiting Wrights Lookout	\$900,000
Kuranda Information Centre Renewal and Upgrade*	Repainting and expansion of visitor information centre	\$600,000
CBD Parking Improvements*	Provision of additional car parking spaces and signage throughout Kuranda	\$650,000
RV Friendly Town Improvements	Installation of RV Dump Point and long-term RV parking to reinstate RV Friendly Town status for Kuranda	\$150,000
Morong Street Parking Improvements	Reconfiguration to provide additional parking on lower side of Morong Street	\$250,000
Kuranda Entrance Statement Upgrade	Replace existing totem pole signage on Kennedy Highway in theming of New Wayfinding Signage	\$300,000
Rob Veivers Drive Footpath Renewal	Replace existing paved footpath with concrete	\$450,000
Rob Veivers Drive Streetlighting	Install new street lighting to Rob Veivers Drive from Kennedy Highway to Barang Street	\$800,000
	<b>Total</b>	<b>\$8,900,000</b>

\* denotes renewal of project previously constructed from levy funding

Many of these projects are for renewal and upgrade of infrastructure originally constructed using Levy funding which is now approaching the end of its functional life. Other potential infrastructure projects have been identified to meet the evolving needs of visitors to Kuranda, including catering for increasing visitors arriving by bus and the expanding self-drive tourist market. Tourism Kuranda is presently developing a new Strategic Marketing Plan which has provided guidance on future tourism needs and helped inform additional potential projects.

In addition to this, further funds will need to be allocated over that 10 years to cater for maintenance and depreciation on new and upgraded works, and it is expected that a total of approximately \$10 million will be required to continue to maintain and upgrade tourist infrastructure in Kuranda over the coming 10 years.

**8.9 FINANCIAL STATEMENTS PERIOD ENDING 31 JULY 2019****Date Prepared:** 7 August 2019**Author:** Manager Finance**Attachments:** 1. Budgeted Income Statement by Fund 2019/20 Budget [↓](#)**EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

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

**BACKGROUND**

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

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

The budgeted figures reflect the 2019/20 Budget as adopted by Council at the 19 June 2019 meeting. There are no issues or concerns to discuss or highlight at this stage.

***July 2019 - Snapshot***

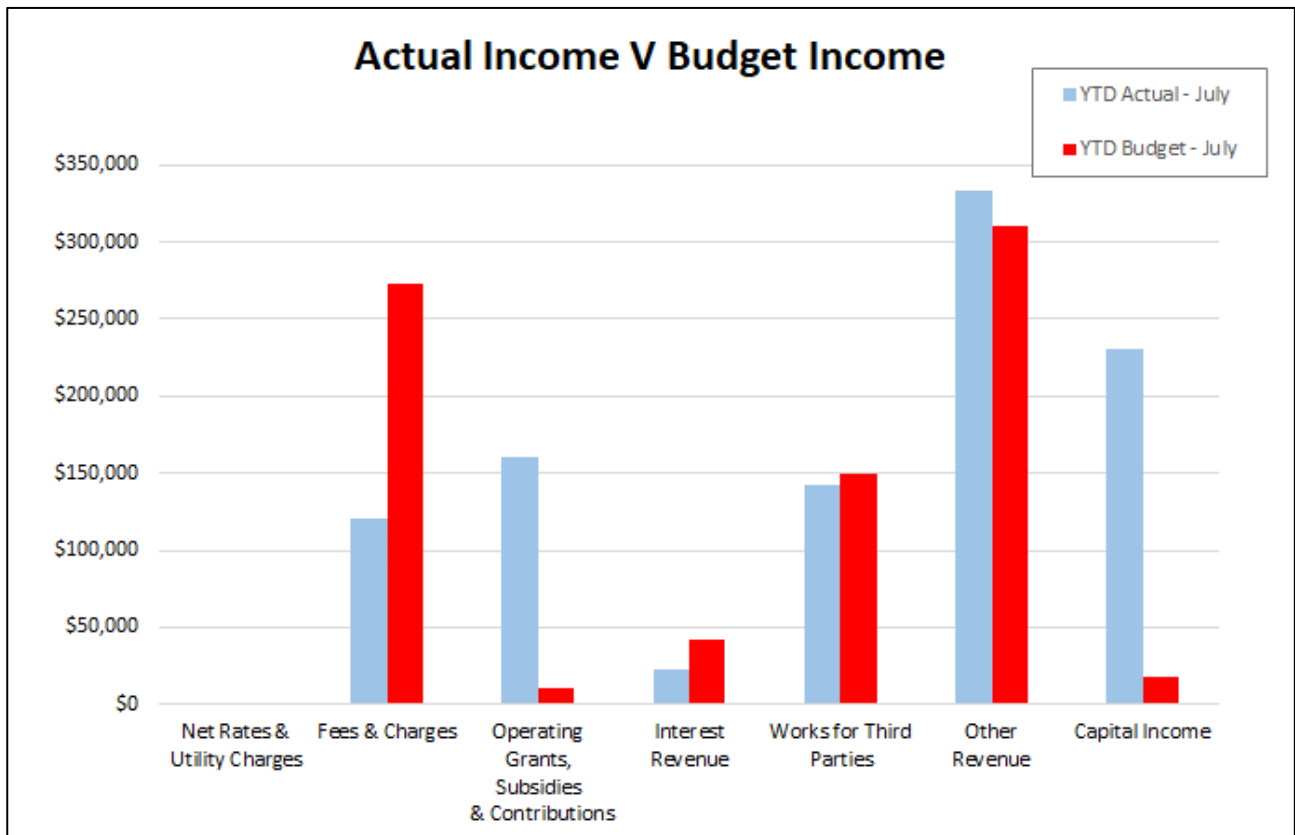
Total Operating Income	\$	780,000
Total Operating Expenditure	\$	3,642,790
Operating Surplus/(Deficit)	\$	(2,862,790)
Total Capital Income (grants, developer contributions)	\$	230,736
<b>Net Result - Surplus/(Deficit)</b>	<b>\$</b>	<b>(2,632,054)</b>



### Income Analysis

Total income (including capital income of \$230,736) for the period ending 31 July 2019 is \$1,010,736 compared to the YTD budget of \$871,843.

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



	Actual YTD	Budget YTD	Note
Net Rates & Utility Charges	0	0	1
Fees & Charges	120,955	273,126	
Operating Grants, Subsidies & Contributions	161,005	10,843	
Interest Received	23,007	41,709	
Works for Third Parties	141,769	149,250	
Other Revenue	333,264	310,617	
Capital Income	230,736	86,298	

Notes:

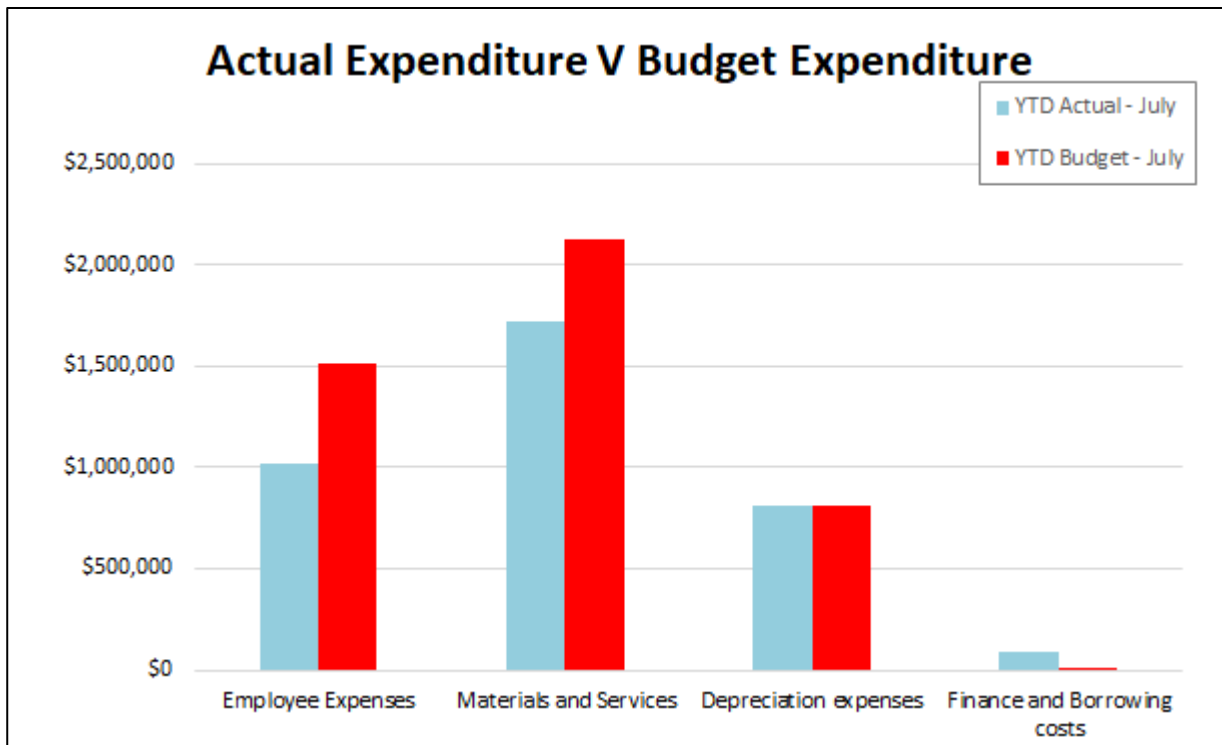
1. Rates for the half year ending 31 December 2019 were levied in August.



Expenditure Analysis

Total expenses for the period ending 31 July 2019 is \$3,642,790 compared to the YTD budget of \$4,457,559.

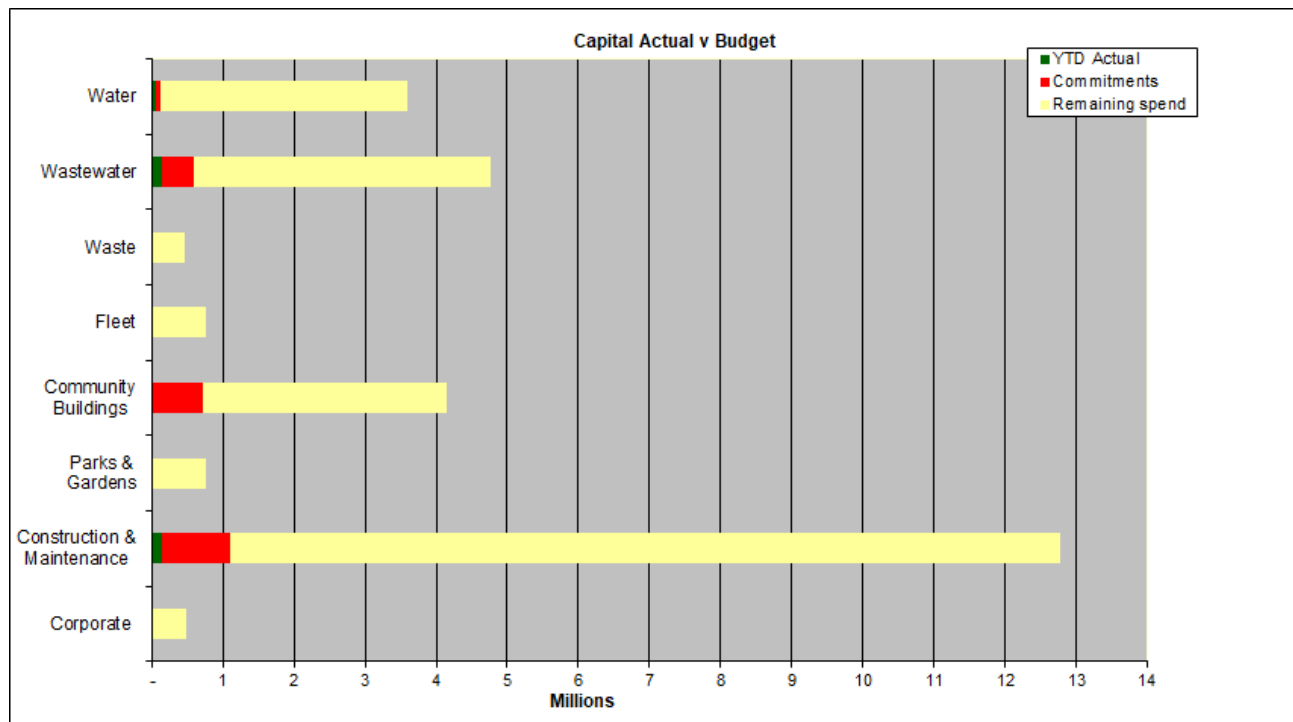
The graph below shows actual expenditure against budget for the period ending 31 July 2019.



	Actual YTD	Budget YTD	Note
Employee expenses	1,020,411	1,516,143	
Materials & Services	1,719,280	2,123,093	
Depreciation expenses	810,823	810,823	
Finance & Borrowing costs	92,276	7,500	

Capital Expenditure

Total capital expenditure of \$2,543,643 (including commitments) has been spent for the period ending 31 July 2019 against the 2019/20 annual capital budget of \$27,777,000. 2018/19 capital projects that did not commence or finish will be considered to carry over into the 2019/20 budget and will be provided to Council at the September meeting.



### Loan Borrowings

Council's loan balance is as follows:

QTC Loan - Mareeba Sewerage Treatment Plant      \$4,445,383

### **Rates and Sundry Debtors Analysis**

#### Rates and Charges

The total rates and charges payable as at 31 July 2019 are \$1,609,950 which is broken down as follows:

Status	31 July 2019		31 July 2018	
	No. of properties	Amount	No. of properties	Amount
Valueless land	17	676,842	77	2,362,571
Payment Arrangement	1	19,758	-	-
Collection House	308	763,020	285	585,474
Exhausted – awaiting sale of land	9	88,977	10	92,798
Sale of Land	-	-	-	-
Other (includes current rates)	232	61,353	321	56,765
<b>TOTAL</b>	<b>567</b>	<b>1,609,950</b>	<b>693</b>	<b>3,097,608</b>

The Rate Notices for the period ending 31 December 2019 were issued on 12 August 2019 with the discount due date being 13 September 2019. Total Gross Rates and Charges levied for this six (6) month period totalled \$17,429,286.

Collection House collected \$131,532 for the month of July 2019.

### Sundry Debtors

There was an error in last month's report in relation to Sundry Debtors. The figures supplied were incorrect and included prepayments. The correct figures are below.

The total outstanding for Sundry Debtors as at 30 June 2019 was \$2,575,010 which was made up of the following:

Current	30 days	60 days	90 + days
\$2,547,850	\$9,856	\$5,518	\$11,786
98.9%	0.4%	0.2%	0.5%

The total outstanding for Sundry Debtors as at 31 July 2019 is \$1,387,704 which is made up of the following:

Current	30 days	60 days	90 + days
\$355,036	\$1,012,446	\$6,433	\$13,789
25.5%	73%	0.5%	1%

The majority of the 30 days total relates to third party works invoice to Department of Main Roads.

### **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.

**Budgeted Income Statement by Fund 2019/20 Budget**

**Consolidated**

	Actual YTD	Budget YTD	2019/20 Budget
<b>Revenue</b>			
Rates and utility charges	-	-	32,928,414
Less Discounts and Pensioner Remissions	-	-	(1,993,500)
Net Rates and Utility Charges	-	-	30,934,914
Fees and Charges	120,955	273,126	1,245,717
Operating Grants and Subsidies	1,500	10,843	7,215,763
Operating Contributions	159,505	-	920,662
Interest Revenue	23,007	41,709	500,509
Works for Third Parties	141,769	149,250	1,791,000
Other Revenue	333,264	310,617	3,628,870
<b>Total Operating Revenue</b>	<b>780,000</b>	<b>785,545</b>	<b>46,237,435</b>
<b>Expenditure</b>			
Employee Expenses	1,020,411	1,516,143	18,329,611
Materials and Services	1,719,280	2,123,093	13,393,002
Depreciation expense	810,823	810,823	9,729,879
Finance and Borrowing costs	92,276	7,500	317,163
<b>Total Operating Expenses</b>	<b>3,642,790</b>	<b>4,457,559</b>	<b>41,769,655</b>
<b>Operating Surplus/(Deficit)</b>	<b>(2,862,790)</b>	<b>(3,672,014)</b>	<b>4,467,780</b>
<b>Capital Income</b>			
Capital Contributions	5,736	-	-
Capital Grants and Subsidies	225,000	86,298	10,428,798
Profit/(Loss) on Sale of Asset	-	-	(825,485)
<b>Total Capital Income</b>	<b>230,736</b>	<b>86,298</b>	<b>9,603,313</b>
<b>Net Result</b>	<b>(2,632,054)</b>	<b>(3,585,716)</b>	<b>14,070,093</b>

**Budgeted Income Statement by Fund 2019/20 Budget**

**General**

	Actual YTD	Budget YTD	2019/20 Budget
<b>Revenue</b>			
Rates and utility charges	-	-	17,944,951
Less Discounts and Pensioner Remissions	-	-	(1,993,500)
Net Rates and Utility Charges	-	-	15,951,451
Fees and Charges	118,697	273,126	1,245,717
Operating Grants and Subsidies	1,500	10,843	7,215,763
Operating Contributions	-	-	-
Interest Revenue	23,007	24,167	290,000
Works for Third Parties	127,875	145,250	1,743,000
Other Revenue	195,894	165,067	1,860,270
<b>Total Operating Revenue</b>	466,973	618,453	28,306,201
<b>Expenditure</b>			
Employee Expenses	914,884	1,360,109	16,494,992
Materials and Services	1,201,362	1,206,161	4,407,198
Depreciation expense	540,418	540,418	6,485,022
Finance and Borrowing costs	92,276	7,500	185,000
<b>Total Operating Expenses</b>	2,748,940	3,114,188	27,572,212
<b>Operating Surplus/(Deficit)</b>	(2,281,967)	(2,495,735)	733,989
<b>Capital Income</b>			
Capital Contributions	2,903	-	-
Capital Grants and Subsidies	-	86,298	8,626,298
Profit/(Loss) on Sale of Asset	-	-	(494,150)
<b>Total Capital Income</b>	2,903	86,298	8,132,148
<b>Net Result</b>	(2,279,064)	(2,409,437)	8,866,137

**Budgeted Income Statement by Fund 2019/20 Budget**

**Waste**

	Actual YTD	Budget YTD	2019/20 Budget
<b>Revenue</b>			
Rates and utility charges	-	-	3,806,598
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	-	-	3,806,598
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	-	4,167	50,000
Works for Third Parties	-	-	-
Other Revenue	118,096	139,133	1,669,600
<b>Total Operating Revenue</b>	<b>118,096</b>	<b>143,300</b>	<b>5,526,198</b>
<b>Expenditure</b>			
Employee Expenses	29,741	37,701	393,821
Materials and Services	223,365	368,761	4,365,426
Depreciation expense	17,107	17,107	205,285
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>270,213</b>	<b>423,569</b>	<b>4,964,532</b>
<b>Operating Surplus/(Deficit)</b>	<b>(152,117)</b>	<b>(280,269)</b>	<b>561,666</b>
<b>Capital Income</b>			
Capital Contributions	2,834	-	-
Capital Grants and Subsidies	-	-	190,000
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>2,834</b>	<b>-</b>	<b>190,000</b>
<b>Net Result</b>	<b>(149,283)</b>	<b>(280,269)</b>	<b>751,666</b>

**Budgeted Income Statement by Fund 2019/20 Budget**

**Wastewater**

	Actual YTD	Budget YTD	2019/20 Budget
<b>Revenue</b>			
Rates and utility charges	-	-	4,954,374
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	-	-	4,954,374
Fees and Charges	2,258	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	-	7,083	85,000
Works for Third Parties	-	250	3,000
Other Revenue	5,000	3,750	45,000
<b>Total Operating Revenue</b>	<b>7,258</b>	<b>11,083</b>	<b>5,087,374</b>
<b>Expenditure</b>			
Employee Expenses	28,979	44,048	536,235
Materials and Services	113,850	195,083	1,635,815
Depreciation expense	123,476	123,476	1,481,708
Finance and Borrowing costs	-	-	132,163
<b>Total Operating Expenses</b>	<b>266,304</b>	<b>362,607</b>	<b>3,785,921</b>
<b>Operating Surplus/(Deficit)</b>	<b>(259,047)</b>	<b>(351,524)</b>	<b>1,301,453</b>
<b>Capital Income</b>			
Capital Contributions	-	-	-
Capital Grants and Subsidies	225,000	-	462,500
Profit/(Loss) on Sale of Asset	-	-	(70,000)
<b>Total Capital Income</b>	<b>225,000</b>	<b>-</b>	<b>392,500</b>
<b>Net Result</b>	<b>(34,047)</b>	<b>(351,524)</b>	<b>1,693,953</b>

**Budgeted Income Statement by Fund 2019/20 Budget**

**Water**

	Actual YTD	Budget YTD	2019/20 Budget
<b>Revenue</b>			
Rates and utility charges	-	-	5,887,316
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges			
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	-	2,083	25,000
Works for Third Parties	13,894	3,750	45,000
Other Revenue	13,511	2,667	32,000
<b>Total Operating Revenue</b>	27,405	8,500	5,989,316
<b>Expenditure</b>			
Employee Expenses	41,956	66,964	815,254
Materials and Services	135,700	293,983	2,712,759
Depreciation expense	122,658	122,658	1,471,893
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	300,314	483,605	4,999,906
<b>Operating Surplus/(Deficit)</b>	(272,909)	(475,105)	989,410
<b>Capital Income</b>			
Capital Contributions	-	-	1,150,000
Capital Grants and Subsidies	-	-	-
Profit/(Loss) on Sale of Asset	-	-	(261,335)
<b>Total Capital Income</b>	-	-	888,665
<b>Net Result</b>	(272,909)	(475,105)	1,878,075



<b>Budgeted Income Statement by Fund 2019/20 Budget</b>			
<b><u>Benefited Area</u></b>			

	Actual YTD	Budget YTD	2019/20 Budget
<b>Revenue</b>			
Rates and utility charges	-	-	335,175
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	-	-	335,175
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	159,505	-	920,662
Interest Revenue		4,209	50,509
Works for Third Parties	-	-	-
Other Revenue	764	-	22,000
<b>Total Operating Revenue</b>	160,269	4,209	1,328,346
<b>Expenditure</b>			
Employee Expenses	4,852	7,321	89,309
Materials and Services	45,003	59,104	271,804
Depreciation expense	7,164	7,164	85,972
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	57,019	73,589	447,085
<b>Operating Surplus/(Deficit)</b>	103,250	(69,380)	881,261
<b>Capital Income</b>			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	-	-	-
<b>Net Result</b>	103,250	(69,380)	881,261



**8.10 RATES EQUIVALENT AGREEMENTS**

**Date Prepared:** 14 August 2019  
**Author:** Manager Finance  
**Attachments:** Nil

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**EXECUTIVE SUMMARY**

There are instances where, because of unusual arrangements, certain extractive industry operations are conducted on properties that fall into a rating category other than I1-3 Extractive Industry. These operations, through their Planning approval, are required to pay an Infrastructure Charge.

This report is to adopt a Rates Equivalent Agreement for such extractive industry operations. The agreement would be one that the operator could voluntarily enter into as an alternative to paying the Infrastructure Charge.

This would then place them into the same position as other operators who are charged through the rating system.

**RECOMMENDATION**

That Council offers extractive industry operators the option of entering into a Rates Equivalent Agreement in place of an Infrastructure Charge.

**BACKGROUND**

There are instances where, because of unusual arrangements, certain extractive industry operations are conducted on properties that fall into a rating category other than I1-3 Extractive Industry. An example of this is the Gingerella Quarry on Ootann Road. This quarry operates on a Sales Permit issued by the Dept of Forestry on a very large parcel of land that is in the Primary Production Rating category. The parcel it is situated on is leased by the State to another party who has no interest in the quarry operation.

As there is no legal tenure, other than the Sales Permit Council is unable to charge the quarry operators any rates or charges. However, these operations, through their planning approval, are required to pay an Infrastructure Charge.

This creates a situation where similar operations are paying different charges while effectively receiving the same service and having a similar impact on Councils road network. To put operators on the same footing it is proposed that Council adopts a Rates Equivalent Agreement for such extractive industry operations. The agreement is one whereby the quarry operator can enter into an agreement with Council whereby the Infrastructure Charge is waived and they pay the equivalent amount they would be charged through the rating system if they could be rated.

The agreement would be one that the operator could voluntarily enter into, however should they at any stage withdraw from, or renege on the agreement, then the Infrastructure Charge would then once again become payable.

This would then place them into the same position as other operators who are charged through the rating system.

**RISK IMPLICATIONS****Financial**

While theoretically Council may receive a slightly lower contribution, it places all operators on an equal footing.

**Legal and Compliance**

Councils solicitors have reviewed the proposal and have drafted an appropriate agreement.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

The proposed Rates Equivalent Agreement places all operators on an equal footing. There are a number of quarry operators who have Infrastructure Agreements as part of their Planning Approvals, however Council does not enforce these as Council has determined that they pay their contribution through the Extractive Industry Rates and Charges.

**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 quarry operators who currently do not pay Extractive Industry Rates and Charges and are required to pay an Infrastructure Charge will be approached and offered the option of entering into a Rates Equivalent Agreement.

**8.11 REGIONAL ARTS DEVELOPMENT FUND (RADF) 2019/20 - COMMUNITY GRANT - OUT OF ROUND APPROVAL**

**Date Prepared:** 7 August 2019

**Author:** Senior Community Wellbeing Officer

**Attachments:** Nil

---

**EXECUTIVE SUMMARY**

The purpose of this report is to seek Council's approval of the RADF Advisory Committee's recommendation to fund an out of round, community grant of \$3,750 for Forever Wild, through the RADF 2019/20 Program.

**RECOMMENDATION**

That Council approves the RADF Advisory Committee recommendation to fund an out of round, community grant of \$3,750 for Forever Wild, through the RADF 2019/20 Program.

**BACKGROUND**

Forever Wild applied to the RADF 2018/19 community grant round in February 2019. The application was supported by the RADF Advisory Committee subject to engagement with Muluridji Regional Native Title Body Corporate (RNTBC). The applicant has reported that this engagement has now been undertaken and that traditional owners are supportive of Forever Wild's activities, and this was confirmed by the Board members of the Muluridji RNTBC at a recent meeting with Council Officers. Members of the RADF Advisory Committee have indicated their support for funding this project out of round, due to the timing of the activity. Funding can be provided from the RADF 2019/20 Program which includes an allocation for community grants.

**Forever Wild - Reconciliation Film Club Evening - RADF application \$3,750**

Forever Wild will host a Reconciliation Film Club evening on 5 October 2019 open to the whole community. The event will include the screening of two films sourced from the SBS Reconciliation Film Club and a facilitated discussion. The films are designed to provide non-threatening, Aboriginal and Torres Strait Islander perspectives on our shared Australian history. The RADF grant will contribute to the costs of film hire, audio-visual equipment hire and other venue costs.

**RISK IMPLICATIONS**

Nil

**FINANCIAL AND RESOURCE IMPLICATIONS*****Operating***

The 2019/20 RADF operating budget incorporates an allocation for the community grant round.

***Is the expenditure noted above included in the current budget?***

Yes

**LINK TO CORPORATE PLAN**

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

**IMPLEMENTATION/COMMUNICATION**

Letter informing applicant of funding application outcome.

**8.12 TOURISM KURANDA STRATEGIC MARKETING PLAN 2019/25**

**Date Prepared:** 13 August 2019

**Author:** Manager Community Wellbeing

**Attachments:** 1. Tourism Kuranda Strategic Marketing Plan 2019/25 [↓](#)  
2. Snapshot - Tourism Kuranda Strategic Marketing Plan 2019/25 [↓](#)

---

**EXECUTIVE SUMMARY**

The Tourism Kuranda Advisory Committee presents the Tourism Kuranda Strategic Marketing Plan 2019-25 for consideration and adoption by Council.

**RECOMMENDATION**

That Council adopts the Tourism Kuranda Strategic Marketing Plan 2019-25.

**BACKGROUND****Tourism Kuranda**

Tourism Kuranda (TK) is a dedicated destination development and marketing program implemented by Mareeba Shire Council with strategic advice from the Tourism Kuranda Advisory Committee. The program is funded by the Special Rate Kuranda Benefitted Area (Tourism Kuranda) and revenue raised from advertising, with in-kind corporate support provided by Council.

**New Strategic Plan**

The Advisory Committee has worked with the Consultants to prepare the Tourism Kuranda Strategic Marketing Plan 2019-25, which is attached. The plan sets out a new strategic direction for the next five years and a detailed Action Plan for 2019/20. The 2019/20 TK budget is based on the 12-month Action Plan, which is included in the attached plan.

The central premise underlying the plan is as follows:

In order to increase visitor numbers and visitor spend, it is imperative that the Kuranda destination services the changing needs and expectations of visitors.

The priority strategic directions include:

1. Visitor Feedback: Research, understand and share visitor feedback
2. Kuranda Brand: Review and refine the Kuranda brand to ensure it appeals to visitors and delivers on the promise
3. Marketing and Promotions: Refine marketing and promotions to attract visitors to the area
4. Destination Development: Re-invent the Kuranda destination in line with the brand promises
5. Improve communication and engagement with local operators and industry stakeholders

**Committee Resolution**

At the TK Advisory Committee meeting on 23 July 2019, the Committee discussed the draft plan and unanimously agreed to recommend it to Council for adoption and that arrangements are put in place as soon as possible to commence the visitor research and digital marketing campaign.

**RISK IMPLICATIONS****Political and Reputational**

This risk is mitigated by the plan being prepared by suitably qualified and experienced consultants with information and advice provided by TK Advisory Committee members, all of whom have extensive industry experience and expertise.

**FINANCIAL AND RESOURCE IMPLICATIONS*****Capital***

Nil

***Is the expenditure noted above included in the current budget?******Operating.***

The 2019/20 TK budget is based on the 2019/20 Action Plan in the new strategic marketing plan.

***Is the expenditure noted above included in the current budget?***

Yes, the 2019/20 TK budget is fully funded by the Special Rate Kuranda Benefitted Area (Tourism Kuranda) and advertising revenue.

**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 Tourism Kuranda Strategic Marketing Plan 2019-25 will be publicly available on council's website and the link will be emailed to local operators and industry bodies. Copies of the snapshot, which summarises the plan, will be widely distributed electronically and in hard-copy.





# STRATEGIC MARKETING PLAN

2019/20 TO 2024/25



## ACKNOWLEDGEMENTS

The Kuranda Tourism Strategic Development and Marketing Plan, prepared for Mareeba Shire Council, could not have been developed without the input of several individuals. In particular, the assistance and cooperation of the following groups and individuals are gratefully acknowledged:

The Tourism Kuranda Advisory Committee  
Max Shephard, former TNQ industry leader  
Mayor Tom Gilmore and Councillor Lenore Wyatt  
Council Officers

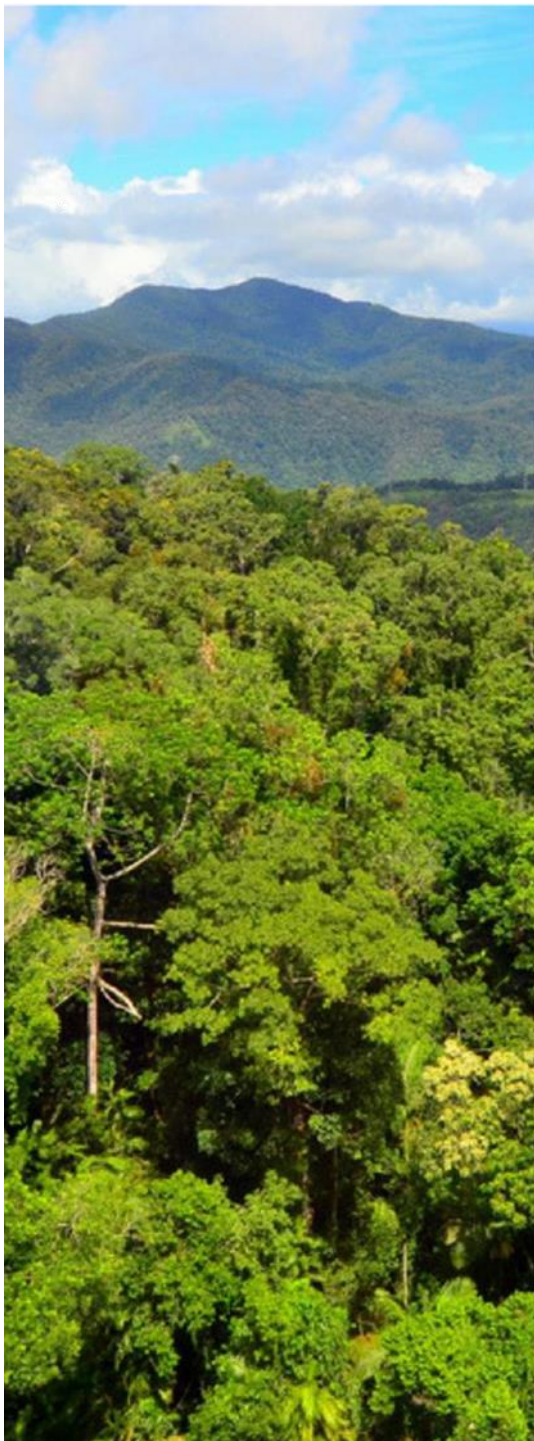
Completed: July 2019

Adopted by the Mareeba Shire Council in August 2019 on presentation by the Tourism Kuranda Advisory Committee.

**Disclaimer:** This Strategic Marketing Plan has been prepared from information provided both verbally and in writing by Mareeba Shire Council officers and elected representatives; Tourism Kuranda Advisory Committee Members and other industry experts; budgets and financial information provided by Mareeba Shire Council; discussions with key stakeholders and some online research conducted in February and March 2019. No representations or guarantees are made or implied.



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# Executive Summary

## INTRODUCTION

Tourism Kuranda (TK) is a dedicated destination development and marketing program for the Kuranda district. It is designed and implemented by Mareeba Shire Council (MSC), with strategic advice from the Tourism Kuranda Advisory Committee.

## THE TOURISM KURANDA ADVISORY COMMITTEE (TKAC)

A new committee was appointed in February 2019 and comprises a strong group of experienced individuals in the tourism industry. Together they represent some of the major regional tourism players and stakeholders, and each has a vested interest in Kuranda, and has Kuranda's best interests at heart.



## THE RATIONALE FOR A NEW STRATEGIC DIRECTION

With the new Committee about to be appointed, MSC decided to conduct a review of Tourism Kuranda to determine its future strategic direction, which took into consideration the following issues:

1. Feedback from tourism operators and levy payers with views that there has been a lack of accurate information regarding the TK marketing program and the outcomes it delivers.
2. The lack of accurate data on visitor numbers to Kuranda and the reality that TK is limited in its potential to affect these numbers.
3. An increase in negative visitor feedback from operators and visitors to Mareeba Shire Council regarding the Kuranda experience, which is having a detrimental impact on Kuranda's reputation as a premier tourist destination, affecting the influence of marketing.
4. The fact that tourism is the most significant economic driver in the area and Council invests heavily in supporting and promoting tourism in Kuranda.
5. The results of a Tourism Sentiment Index report commissioned by MSC in 2018, which revealed the areas where Kuranda did better in generating positive sentiments online and the areas that generated negative sentiments, compared to 5 other destinations which were used to provide contextual comparisons.

## TOURISM KURANDA 2019/20 TO 2024/25

A Strategic Planning Workshop was conducted in March 2019 with new TK advisory committee members and Max Shephard, former TNQ industry leader, to discuss the key issues facing TK and develop the objectives and strategies for the 2019/20 financial year and a 5-year overarching destination marketing and development strategy. The outcome of that workshop plus further committee input, together with industry research, consultations with Councillors and staff at MSC, and discussions with other stakeholders, forms the basis of this strategic plan and can be summarised as follows.

### 2019/20 STRATEGIC PRIORITIES

The starting point of this Strategic Marketing Plan, and the priority for 2019/20 is the urgent need to address visitor feedback in relation to their experiences in Kuranda falling short of their expectations, based on the brand promises.

In order to increase visitor numbers and visitor spend, it is imperative that the Kuranda destination services the changing needs and expectations of visitors. This means that current visitor expectations and needs are understood, and the promotional messages and delivery of experiences are reviewed regularly to meet changing visitor needs and expectations.

Therefore, the following strategic priorities are recommended for 2019/20.

- **Visitor Research**  
There is an immediate and urgent need to gather information, primarily by conducting visitor research, in order to inform all of TK's activities and produce a 'Visitors' Expectations Scorecard' as a benchmark against which Kuranda's performance can be measured to assist individual businesses and levy payers. The purpose of the research will be to identify the gaps between what visitors want, what they were expecting and what Kuranda is delivering.
- **Kuranda Brand Review**  
This research should be used along with the Tourism Sentiment Index to inform a review and refinement of the Kuranda brand to ensure it aligns with visitor expectations and delivers on its promises. The review should focus on the messaging delivered and promises made to visitors and whether Kuranda is able to meet the associated visitor expectations.
- **Future Marketing and Development Informed by Visitor Research and Brand Review**  
Following the outcomes of the research and the branding review, the TK Advisory Committee will need to further consider appropriate actions that could be taken to close the gap between any visitor expectations and experience.
- **Short-term Digital Marketing Campaign of Brand Assets Meeting Visitor Expectations**  
In the meantime, promotional and marketing activities in 2019/20 should focus on digital marketing of brand assets that are assumed to currently meet visitor expectations (i.e. the history, heritage and culture, rainforest experience, local creative/arts industry and wildlife attractions and so on).



These assumptions are based on anecdotal feedback and the Tourism Sentiment Index but can be tested through the in-depth visitor research. The feasibility of telling 'Kuranda Stories' based on positive brand assets should be investigated and one or two stories developed and marketed in 2019/20 as a short-term digital marketing strategy until the research findings are known.

- **Digital Marketing Focus, with some Outsourcing**

Marketing activities should focus on cost-effective digital strategies to capitalise on the increasing reliance by visitors on digital platforms for trip research, planning and bookings.

Some marketing activities could be outsourced to focus on other priorities to maximise the impact of the TK budget. The feasibility of outsourcing digital advertising campaigns to external contractors should be considered e.g. TTNQ or TEQ which have increased buying power, networks and digital experience.

- **Festivals and Events Review**

Festival and event activity should be reviewed with input from local operators in 19/20 to ensure TK is maximising its resources and budget for this important marketing strategy. The review will look at the frequency and type of events to be held each year, with consideration given to other options such as street activation and community-led events to promote the destination and attract visitors, especially in the off-peak periods.

The Easter event was held in April 2019 and it is recommended that the 2019 Kuranda Spring Festival is not held to make funds and time available for new priority strategies, namely, the visitor research and brand review in 2019/20. The future of both festivals should be considered in this review.

- **Engagement with Local Operators and Stakeholders**

There also needs to be a focus on improving communications with local businesses and stakeholders, strengthening relationships with industry and regional tourism organisations and involving local operators in the marketing and development of the destination, where possible.

A survey of the commercial traders and tourism operators in Kuranda should be conducted to benchmark the level of awareness and satisfaction in relation to the TK marketing program and awareness of visitor feedback.

- **New Destination Development Role**

The TK program should be expanded to include destination development to improve the visitor experience by assisting operators to better understand the visitor experience and promoting the need to service visitor needs and expectations.

This would primarily involve TK conducting visitor research and providing this data and other information to tourism operators and stakeholders, so they are better equipped to service the needs of visitors and improve the destination to meet the brand promises.

Visitor feedback from the TSI report and other sources indicates that refreshing and re-inventing visitor experiences to align with the brand promises will be crucial, for example, the development of authentic Indigenous experiences by Indigenous groups/operators/investors; the beautification of the destination by local and state governments; and offering authentic and

locally made retail products have been identified as possible ways Kuranda can better service the needs and expectations of visitors. These and other strategies are required to close the current gap between visitor expectations and their actual experiences.

This budget forecast can be summarised as:

### REVENUE

Benefited Rate Contribution	\$209,943.00
Advertising Contributions:	\$31,750.00
<b>Total Revenue</b>	<b>\$241,693.00</b>

### EXPENSES

1. Administration costs	\$98,429.00
2. Promotional costs	\$77,000.00
3. Visitor research, brand review and short-term digital marketing actions - 'The Kuranda Story'	\$66,264.00
<b>Total Expenses</b>	<b>\$241,693.00</b>

## 2020/21 TO 2024/25 STRATEGIC PRIORITIES

Following the visitor research and review and refinement of the Kuranda brand in 2019/20, there should be a focus the following year on facilitating the development of new and improved destination experiences in Kuranda to fill any gaps where visitor expectations are not currently being met. Future marketing campaigns especially key messaging needs to be informed by the outcomes of the visitor research and brand review.

Visitor research and the resulting 'Visitors' Expectations Scorecard' should be repeated at least every two years. However, if the budget allows, more regular visitor surveys should be considered.

## STRATEGY REVIEW 2020/21 AND BEYOND

This Strategic Marketing Plan provides an overview for the next five years and an Action Plan and Budget for 2019/20. However, it is intended to be a living document which will require a structured review and updating process on an annual basis. This activity has been included in the 2019/20 Action Plan.

It is also recommended to update the Tourism Sentiment Index Report as the budget allows. The initial report conducted in 2018 has established an important benchmark of Kuranda visitors' experiences which should be measured again at least once in the next 5 years.





## VISION

Tourism Kuranda is a dedicated destination development and marketing program. Its vision is to realise the tourism potential of the Kuranda region.

## MISSION

Taking advice and guidance from the TK Advisory Committee, it is Mareeba Shire Council's mission to:

1. Promote the Kuranda destination to attract visitors to the area (**destination marketing**)
2. Protect and enhance the Kuranda brand (**branding**)
3. Encourage tourism operators, industry and other stakeholders to service the changing needs and expectations of visitors, including refreshing and re-inventing visitor experiences to align with the brand promises (**destination development**)

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## OBJECTIVES AND SUCCESS MEASUREMENTS 2019 TO 2025

OBJECTIVE	WE WILL KNOW WE HAVE BEEN SUCCESSFUL WHEN:
1. Review and refine the Kuranda brand to ensure it appeals to visitors and delivers on its promise.	<ul style="list-style-type: none"> <li>We have conducted in-depth visitor research.</li> <li>We have completed the review and refinement process and we are able to put the resulting recommendations into practice.</li> <li>We have implemented appropriate actions to assist tourism operators and other stakeholders to close the gap between visitor expectations and experiences.</li> <li>'Visitors' Expectations Scorecards' are reviewed and show the gap between visitor needs and expectations and visitor experience narrows.</li> </ul>
2. Work with local businesses and stakeholders to help them understand and meet changing visitor needs and expectations and deliver new and improved destination experiences that align with the brand promises.	<ul style="list-style-type: none"> <li>There is mainstream adoption and support of the refined branding implementation strategy by the local business and tourism community.</li> <li>We deliver new and improved destination experiences that meet the brand promises.</li> <li>We see new and improved products and services that align with visitor expectations, for example authentic Indigenous experiences.</li> <li>We see an improvement in the bi-annual visitor research and Kuranda's Tourism Sentiment Index score.</li> <li>We receive positive anecdotal feedback about the visitor experience.</li> <li>We receive positive comments about Kuranda's streetscape/amenities.</li> <li>MSC facilitates the smooth development and/or licensing application process for a new and improved destination experience.</li> </ul>
3. Attract the right target markets and an increased volume of visitors (pre- and post- arrival in the Cairns region).	<ul style="list-style-type: none"> <li>The data collected by the VIC and on TQ's Review Pro shows an increase in volume from the previous year.</li> <li>We receive positive anecdotal feedback from local businesses and tourism operators.</li> </ul>
4. Improve communications and engagement with the levy payers, local tourism operators/ other stakeholders about the TK program.	<ul style="list-style-type: none"> <li>We receive positive anecdotal feedback.</li> <li>There is widespread support of the marketing activities and progress.</li> </ul>
5. Strengthen relationships with industry (booking agents, regional operators and tourism organisations)	<ul style="list-style-type: none"> <li>The Kuranda brand is accurately, consistently and positively represented by industry.</li> </ul>

## Background and Context



### GOVERNANCE AND MANAGEMENT

The destination marketing and development program for the Kuranda district, Tourism Kuranda (TK), is designed and implemented by Mareeba Shire Council with strategic advice from the Tourism Kuranda Advisory Committee (TKAC).

The advisory committee is established under *Local Government Regulation 2012* and comprises members of the Kuranda tourism industry and business sector with tourism marketing and business expertise, and permanent Council representation. Its intent is to provide guidance and strategic advice on the implementation of the TK destination marketing and development program. A new advisory committee was convened by MSC in February 2019 for a 3-year term to February 2022. Its volunteer members include:

MEMBER	REPRESENTATIVE BODY
Cr Lenore Wyatt (Chair)	Mareeba Shire Council
Terry Pates, Owner, Frogs Restaurant	Kuranda Service Industry
Richard Berman-Hardman, General Manager, Skyrail	Kuranda Attractions
Robert McCartney, Operations Manager, Kuranda Scenic Railway	Kuranda Attractions
Angela Freeman, Director, Birdworld and Koala Gardens	Kuranda Attractions
Rob Dean, Sales Manager, Greater China, Rainforestation	Kuranda Attractions

The TK destination marketing and development program is funded by Council. All the funds raised by the Special Rate Kuranda Benefitted Area (the levy), paid by commercial and accommodation property owners in the Kuranda district, is spent on the TK program. The levy is used to conduct destination marketing and development activities to promote the Kuranda destination. In addition to the levy funds, Council also provides management, corporate support and office accommodation for the TK program.

The program is delivered with support from the Kuranda Visitor Information Centre, which is fully funded by MSC from general rates.

### STRATEGIC PLANNING PROCESS

A Strategic Planning Workshop was conducted in March 2019 with new TK advisory committee members and Max Shephard, former TNQ industry leader. The workshop aim was to discuss the



key issues facing TK and develop objectives and strategies for the 2019/20 financial year, and a 5-year overarching development and marketing strategy.

The key outcomes of the workshop were incorporated into a draft strategic marketing plan in April 2019, for further discussion with MSC and input by the Advisory Committee. Following these discussions and input, the overarching 5-year Strategic Development and Marketing Plan and 2019/20 Action Plan and Budget was adopted by Council in August 2019.

## KURANDA – WHAT PEOPLE ARE SAYING

In 2018, MSC commissioned a Tourism Sentiment Index report on Kuranda, conducted by Think! X Innovations. The report analysed over 4.5 million online conversations worldwide from more than 500,000 different sources from July 1<sup>st</sup> 2017 to June 30<sup>th</sup> 2018.

The analysis was done using a custom text and image-based algorithm focused on conversations about Kuranda and its connected tourism region.

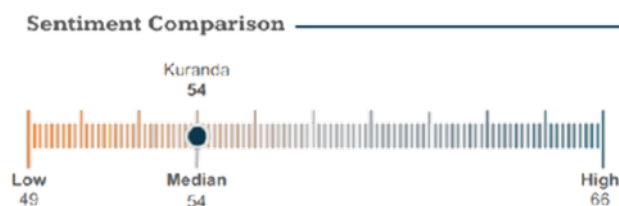
Five other destinations were included in the analysis to provide contextual comparisons:

- Townsville
- Cairns
- Port Douglas/Daintree
- Mackay
- Tablelands

An aggregate score on an index of -100 to +100 was then applied, which is an indicator of the overall attitudes towards Kuranda's tourism offering and its ability to generate positive online word of mouth.

### Sentiment:

Kuranda's sentiment score in relation to the other comparative destinations was 54.



The individual assets, activities and services that scored 10 points or more **above** the comparative median, i.e. where Kuranda did better in generating positive perceptions, were:

- Accommodation
- Cycling and biking
- Museums and galleries
- Spas and wellness
- Access and transport

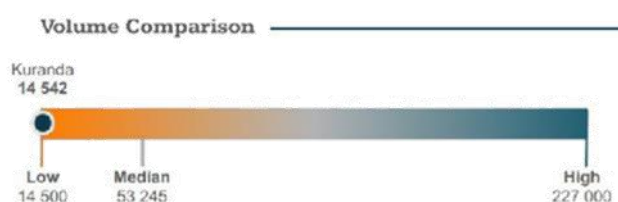
- Frontline staff, i.e. visitor services

The individual assets, activities and services that scored 10 points or more **below** the comparative median, and represent the main areas for sentiment improvement were:

- Food producers
- Shopping
- Weddings

## Volume

Out of all the destinations, Kuranda had the lowest volume of conversations. Volume does not represent quality, but it does represent awareness.



The top drivers of conversations about Kuranda (both positive and negative) were:

- Nature viewing (below comparative median on the sentiment scale)
- Attractions and landmarks (below comparative median on the sentiment scale)
- Wildlife viewing (above comparative median on the sentiment scale)
- Restaurants (below comparative median on the sentiment scale)

## Summary

While Kuranda has many positive assets, activities and services to offer, the report shows there is negative perception around some of the tourism offerings and a lower level of awareness or interest in the offerings compared to the other destinations. The full report is attached **Appendix 1** and provides a tangible benchmark for future progress and timely context for this strategic marketing plan.

## TOURISM STATISTICS

### Domestic Market<sup>1</sup>

In the year ending September 2018, there were 2 million domestic visitors to TNQ, including:

- 700,000 from Queensland and the rest from interstate
- 411,000 business visitors
- 471,000 visiting friends and relatives (VFR)
- International travellers who arrive on domestic networks.
- Those who arrived on direct flights originating from:

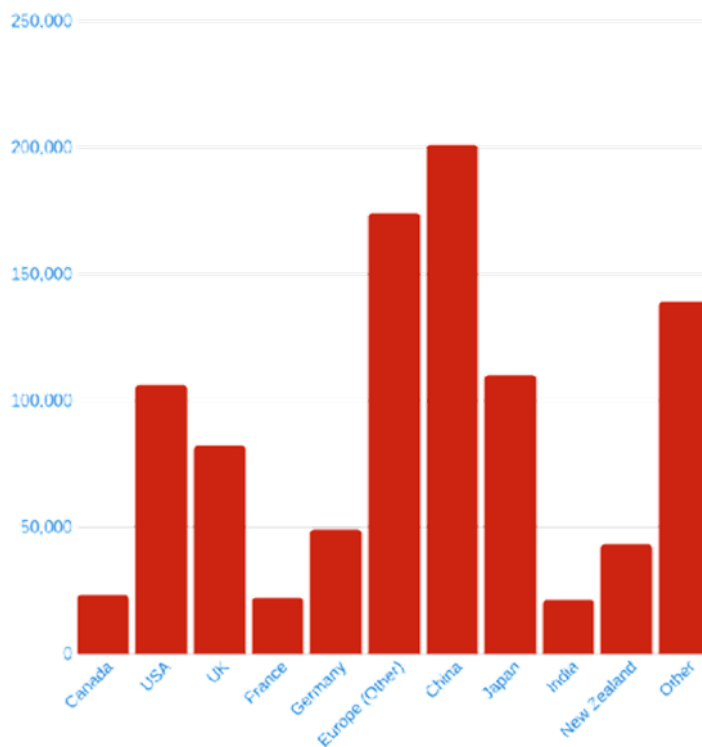
<sup>1</sup> TTNQ Tourism Fact File – NVS September 2018



- Total domestic visitor numbers were up +14.9% on the previous year
- Total expenditure was up +20.3%.

### International Market<sup>2</sup>

In the year ending September 2018, 860k international visitors flew into Cairns airport, originating from:

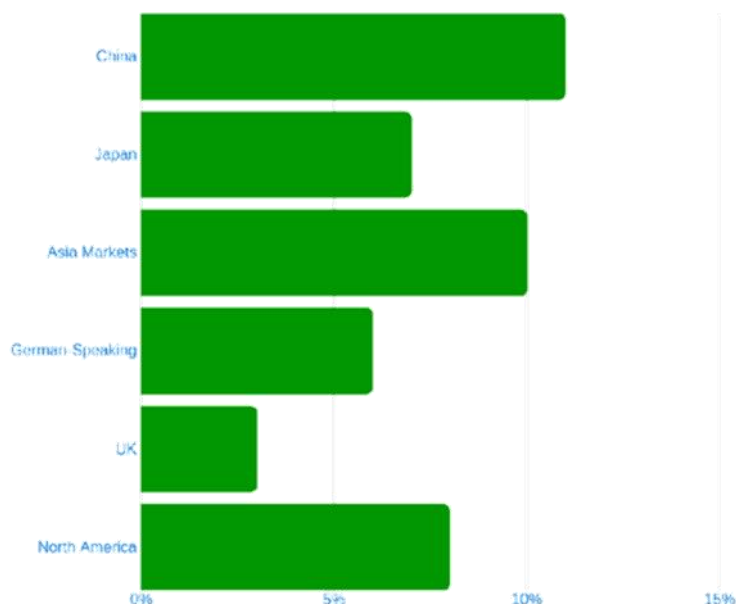


<sup>2</sup> TTNQ Tourism Fact File – IVS September 2018

- Total international visitor numbers were down -3.3% on the previous year
- Total expenditure was down -2%.

### Key Insights<sup>3</sup>

- TTNQ's domestic marketing is currently targeting High Value Travelers (HVT). Interstate HVT's travelers from Sydney and Melbourne and Intrastate HVT's Travelers from Brisbane and regional Queensland.
- International Experience Seekers. International travelers seeking an inspiring nature-based destination are targeted through TTNQ international campaigns. These campaigns also target International HVTs and Domestic High Value Travelers (HVTs)
- Education visitors. Education visitation has grown 9% over the past three years, with the top four source markets being China, Japan, the USA and Korea. More than 32,000 international students from 34 countries chose to study in Cairns in 2017.
- The domestic market delivers the most visitors and expenditure in TTNQ. China is the largest international source market, while Europe delivers High Value Travelers who stay longer.
- Forecast growth in various markets in 2020 is:



Data and insights were sourced from the TNQ Destination Tourism Plan 2020.

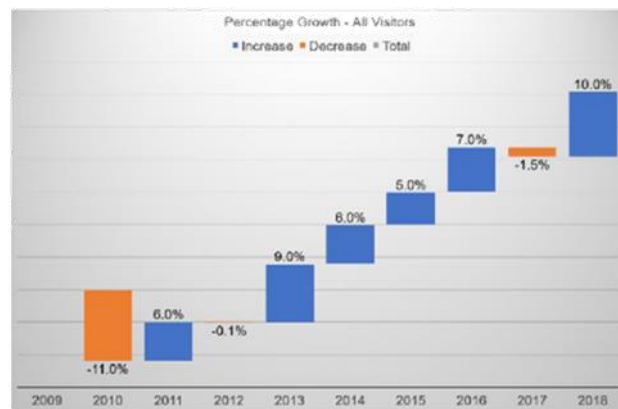
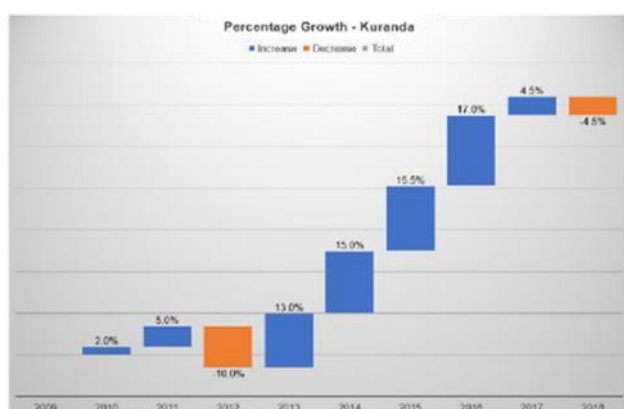
### Kuranda Visitor Information Centre Visitor Stats

Kuranda Visitor Information Centre has maintained a database of visitor numbers through the Centre since July 2000. While this is done on a head count basis and **does not include all** visitors to Kuranda (only those who visit the Centre), it is a valuable source of historical data which measures reliable trends over time.

<sup>3</sup> TTNQ Marketing Update – February 2019

When the number of visitors to the Centre are compared to total international and domestic<sup>4</sup> visitors to the region over the same period, the rise and fall of visitor numbers follow the same patterns, as would be expected. Therefore, these comparisons are a useful indicator of visitor numbers to Kuranda. (Note: The total visitor numbers are an accumulation of calendar year results for the domestic market and financial year results for the international market due to difficulty in sourcing like-for-like data, but it is not anticipated that the rise and fall patterns would differ significantly.)

The marked differences are in the 2017 calendar year, showing a 4.5% growth in Kuranda visitors compared to the 1.5% decrease in overall regional visitor numbers; and in 2018 where Kuranda experienced a 4.5% decrease in visitor numbers, against a 10% increase in regional visitor numbers. These trends are considered in the following sections.



### Kuranda Scenic Railway Passenger Trends<sup>5</sup>

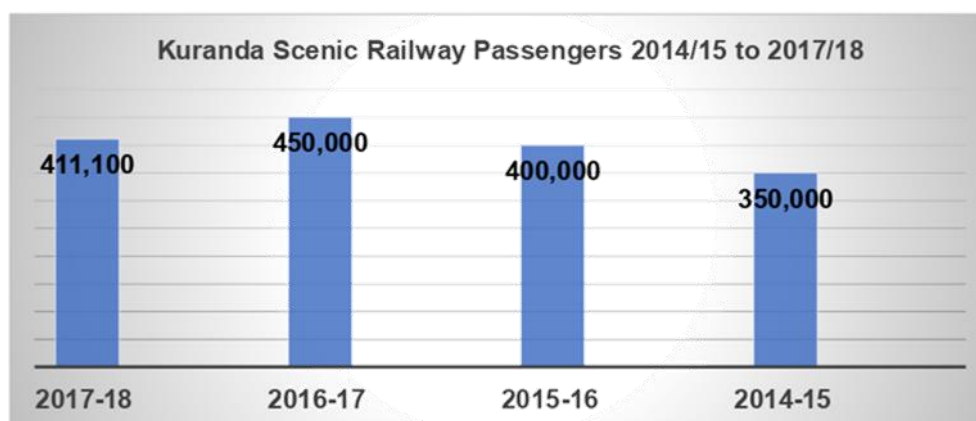
The number of passengers arriving in Kuranda on the Kuranda Scenic Railway reflect the trend in visitor numbers reported by the Visitor Information Centre, which is to be expected as the train is one of the most common means by which visitors travel to Kuranda.

Passenger numbers continued to increase each year with a 14.3% increase in 2015/16, a 12.5% increase in 2016/17 followed by an 8.6% decrease in 2017/18.

However, it should be noted that from January 2018 to April 2019, the Kuranda Scenic Railway did not operate due to weather/maintenance issues for 69 days, and Skyrail for 17 days. From July 2018 there have been major roadworks in Therwine Street, all of which are likely to have influenced the decrease in visitor numbers in 2018.

<sup>4</sup> Tourism and Events Queensland, [National Visitation Survey](#), domestic visitation 2009 to 2018

<sup>5</sup> Queensland Rail Annual Reports are found here - <https://www.queenslandrail.com.au/aboutus/governance/annualreports>



### Kuranda Economic Background

The only other reasonably current and relevant data is from the Kuranda Economic Background report prepared by Cummings Economics in July 2018.

Key findings include:

- Kuranda is the second most popular day trip destination for the large number of visitors to the Cairns area after a visit to the reef.
- Current available best estimates put total day visitors arriving by the Kuranda Scenic Rail, Skyrail or coach, commonly using a mix of these modes, towards 900,000.
- On top of this is a substantial number of visitors arriving by private cars (visitors and locals from the region) or rental cars (visitors). There are no available estimates of visitor numbers by car. The indications are however, adding these, the total visitation is likely to be of the order of one million a year.
- This represents an average of approaching 3,000 visitors a day.
- Data on average expenditure by day visitors is not available. Most of the expenditure on transport to and from Kuranda would not accrue to Kuranda. Expenditure in Kuranda will include food and drink, attraction entrances and retail purchases (at times of quite expensive art pieces). It is estimated that average expenditure per visitor excluding transport is likely to be of the order of \$60 and total expenditure generated of the order of \$60m per annum excluding transport.
- Tourism and activities associated with it are the only driver of Kuranda's economy today.



# Strategies to Achieve Our Objectives

## OBJECTIVE ONE:

Review and refine the Kuranda brand to ensure it appeals to visitors and delivers on its promise.

As well as its distinguishing features and qualities, such as its attractions and experiences, the value of the Kuranda brand also includes its brand reputation i.e. the opinion and perceptions of the destination.

Kuranda is different things to different people. There's the bohemian, eclectic vibe, creative artists and the markets. There's Indigenous culture and history. Rainforest and wildlife experiences. Then there's the cafes and restaurants, shops, galleries and so on.

Kuranda has a rich history, character and culture that is unique. But somewhere along the way it has lost its shine as a tourism destination.



How do we know this? From a combination of:

- Kuranda Tourism Sentiment Index Report
- Visitor and stakeholder feedback to MSC
- Comments and questions received at the KVIC
- Anecdotal feedback from industry operators, partners and stakeholders.
- Online reviews and comments

*There is a growing undercurrent of visitor dissatisfaction that can no longer be ignored because it is harmful to the brand and the future livelihood of local businesses.*

There are many wonderful, authentic, fun, and positive experiences to be had in Kuranda. But there is a widening gap and disconnect between the needs and demands of contemporary tourists, what the brand represents and promises, and what is being offered on the ground.

The current Kuranda brand promises:

- A fun, quirky, colourful character
- Authentic Indigenous culture
- Alternate lifestyle
- Rainforest
- Markets/shopping
- Authentic village atmosphere
- Local arts and crafts
- Plenty to see and do
- Lots of places to eat



In many cases this is not what visitors are experiencing, and what they are getting falls short of their expectations based on the brand promises. Based on the Tourism Sentiment Index, visitors' experience of food producers and shopping is generating more negative online comments than anything else. One of the most frequent complaints from visitors is the lack of anything to do/closed businesses after 3pm, or even 2pm.

The urgent need to address this and protect and enhance the brand of Kuranda is the starting point of this Strategic Marketing Plan, and the priority for 2019/20.

Outcomes from the Brand Review are likely to require inventing or re-inventing the Kuranda destination persona and redefining the 'Kuranda Story'. This should consider the changes required and retain the positive brand assets identified by the visitor research, such as the creative arts, natural assets, authentic Indigenous experiences, authentic local products and shopping.

### Strategy to Achieve Objective One:

#### 1. Short-term Marketing Strategy

A short-term marketing strategy is to be implemented in the next 12 months that is based on the positive brand assets that we know meet visitor expectations and that Kuranda can deliver on now. It is recommended that a consultant is hired to work with the Advisory Committee and Council to identify potential 'stories' or other positive brand assets that could be developed and marketed to promote Kuranda and help differentiate it from other destinations. This promotional and advertising activity for the next 12 months will focus on assets and attractions that are performing better in relation to visitor sentiment and represent the brand promise.

These could include:

- The rainforest experience and walks
- Indigenous culture
- Local creative industry – art, jewelry, fashion designers, etc.
- Wildlife attractions, including river tour
- The alternative, colourful characters of Kuranda and the local history and heritage that tell the 'Kuranda Story'

It is important that this short-term strategy contains content and messaging that Kuranda can deliver on now. This will help to start narrowing the gap between visitor expectations and their actual experiences now.

This initial 12-month strategy would be predominately a digital marketing strategy and should be reviewed once the outcomes of the visitor research and brand review are known.

## 2. Visitor Research

Conduct research (exit surveys) to gain a more in-depth understanding of visitors' experience of Kuranda.

The purpose of the research will be to identify the gaps between what visitors want, what they were expecting and what Kuranda is delivering. The services of a suitably qualified consultant should be engaged to conduct the research to ensure the survey tool will deliver reliable and valid data to inform the future TK marketing and development strategies.

The research is likely to be conducted across 400 visitor interviews appropriately balanced to reflect the proportion of visitors to Kuranda (i.e. Australian, Chinese, Japanese, European and other, mainly western international, visitors). The interviews would be conducted in English, Japanese and Chinese, using 'show cards' where necessary at exit locations such as Skyrail/train station, coach departure sites and car parks. The questionnaire would run to around 5 questions plus demographics, with at least one open-ended question. It is recommended to repeat this research on an annual basis in order to establish a 'Visitors' Expectations Scorecard'. However, if the budget allows, it is recommended that the visitor surveys are conducted more regularly.

This research is seen as an important addition to the Tourism Sentiment Index Report because it provides data from different market segments/countries of origin based on the visitor customer profile and will dive deeper into the expectations and experiences of visitors. The Sentiment Index Report reveals which aspects of Kuranda generate more (or less) positive comments online. The proposed visitor research will reveal why. It will also reveal whether the results are skewed differently when the sample is more representative of the visitor profile/countries of origin, and whether different demographic segments have different expectations and experiences. Indicative costs are in the vicinity of \$8,000+GST.

The research findings should be used to inform future messaging, marketing and development strategies.

## 3. Brand Review

On completion of the research, and depending on the results, conduct a full review and refinement of the Kuranda brand in order to define and reflect:

- A brand promise that meets visitors' needs.
- Assets/brand pillars that are realistically deliverable and can be proudly promoted.
- Promotional messages that align with visitors' expectations and experiences.

The branding review needs to include recommendations for any changes to the logo and positioning statement, and an implementation strategy in relation to the branding messages. Depending on the outcome of the research and the complexity of the issues revealed, it may be required to engage a branding consultant to conduct the review and provide



recommendations. The TK brand review needs to be informed by input from local operators as well as visitor feedback. It should also consider the outcomes of the current regional branding review that is being undertaken by TTNQ.

The aim of the brand review is to set the new direction for all marketing and destination development activities. The new brand pillars should be aspirational, innovative and capable of repositioning Kuranda in the visitor market. The new brand pillars will then direct the destination development activities required to assist local operators to deliver on the brand promises. This is likely to make the new direction significant and worthy of attracting government grants to fund its implementation.

#### 4. Destination Development

Following the research and branding review, the committee will need to further consider appropriate actions that could be taken to close the gap between visitor expectations and experiences. This will involve working closely with local operators to encourage and assist them to better understand the changing visitor experience and to adapt their businesses and offerings to better service the needs and expectations of visitors. It will also involve an advocacy role by TK to promote the need for town beautification and improved amenities to Council, state government and other relevant stakeholders. These actions are considered further at Objective Two.

### OBJECTIVE TWO:

Work with local businesses and stakeholders to help them understand and meet changing visitor needs and expectations and deliver new and improved destination experiences that align with the brand promises.

Kuranda needs to keep adding to its 'portfolio' of attractions and experiences. Tourism is an everchanging landscape, and visitor demands are constantly shifting as technology, lifestyles and generations evolve.

It would be imprudent to develop any new destination experiences until we have identified the gaps, considered visitor feedback, consulted with local operators, and refined the brand and messaging, as detailed above. However, we envisage this process will be completed in the 2019/20 year, allowing us to more fully address the development of new and re-invented destination experiences of Objective Two in the following year.

Destination development is about TK working with local operators to better understand the visitor experience and encouraging them to use this awareness to better service the changing needs and expectations of visitors. This involves assisting operators to review, refresh and re-invent their products, services and experiences, which can start now by TK reaching out to local operators and stakeholders and involving them in the TK strategies.

For the purposes of this plan, destination development opportunities cover a broad range of products, attractions, experiences, services or events, from a retailer steadily replacing overseas factory produced items with authentic locally made ones to future multi-million dollar tourism attractions, to the past design and printing of walking trail maps, and the painting of a mural in the village (funded through a Great Barrier Reef Marine Park Authority grant).

## Strategy to Achieve Objective Two:

### 1. A Collaborative Partnership with Local Operators

Critical to successfully implementing the new TK strategic direction, will be the extent to which local operators are committed to the goals and engaged in the strategies. With a key aim being to attract more visitors and increase visitor spend by encouraging and assisting local operators to service the changing needs and expectations of visitors, it is imperative that local operators are onboard with the implementation of the new TK program. This will require a collaborative partnership approach between TK and local operators, which will be fostered by:

- Actively involving local operators in the visitor research and brand review strategies so they have input, understand the aims and outcomes of the strategies, and are more likely to commit to applying the findings to change and adapt their services, activities and products as a result of visitor feedback;
- Sharing the research findings and outcomes of the brand review with local operators and other stakeholders;
- Improving communication and engagement with local operators regarding the TK program, especially the new strategic direction.

### 2. New and Re-invented Destination Experiences that Deliver the Brand Promises

In order to put more focus on possible future opportunities, TK has been expanded to include a destination development role. The aim is to assist tourism operators, investors and the tourism industry to enhance the visitor experience by refreshing or re-inventing their products and experiences in line with the brand promises, thereby improving Kuranda's reputation as a destination and attracting more visitors to the area.

The destination development role will assist operators and stakeholders to better understand the visitor experience and review their offerings by providing access to networks, visitor research data and other information as required; as well as offering collaborative advertising and promotion using the TK website and social media accounts. It will also provide 'front door' access to MSC's services to enable smooth and timely access to council information and relevant approvals. Further TK assistance to tourism operators regarding destination development could be identified through the improved communication and engagement with tourism operators that is another priority strategy of this plan.

The TK destination development role is not to enable or manage the proposed new venture or identify ideas for new product or experience development. Rather it is to ensure the investor or operator of any new destination experience proposal has ready access to information and an environment conducive to refreshing, renewing or inventing new visitor experiences, products and services.

New destination experiences should be designed to align with the newly refined brand and market intelligence on our visitors' needs and expectations, and some thought has already been given to possible new experiences and events, which will require further investigation and fine-tuning in consultation with local businesses and stakeholders, including Indigenous groups.

The TK Advisory Committee is committed to investigating the feasibility of supporting the development of authentic Indigenous experiences or events in Kuranda that are developed, owned and managed by Indigenous people and will seek to engage with the Djabugay Aboriginal Corporations, Ngoonbi and other stakeholders regarding these matters. Initial propositions (potential business and indigenous cultural experience ideas) are currently being explored by the Djabugay Aboriginal Corporations (DAC).

MSC is aware of another potential proposal and will continue to work with the proponents to do what it can to realise the full potential the Sunny Savannah Trail proposed by the Mareeba Mountain Bike Club. The trail exists but is not developed or promoted. The Club would like to create a mountain bike trail from Kuranda to Mareeba, Mt Molloy and Port Douglas. The proposal requires further work and funding.

Other possible new and improved experiences include, but are not limited to:

- Rainbow weddings.
- Different types of nature/guided walks, including Indigenous guides.
- An investment of \$2m from the Kuranda Infrastructure Program in the construction of a walking track to Barron River Falls has been approved. TK needs to work with local businesses to maximise the opportunities this asset will bring and enhance the visitors' experience of the walk. i.e., maps/posters on display in all the retail outlets; branded reusable water bottles for sale; booklet for sale (the Barron River Falls Story); competition to win prizes redeemable in the village by taking photos of certain landmarks along the walk, etc.
- Entertainment and street theatre that reflects the authentic character of the village and provides plenty of 'selfie' opportunities.
- Expansion of accommodation offerings, especially medium to large operators.
- A representation of the history of Kuranda, including Indigenous culture, heritage walks etc. This will require consultation with other community organisations including but not limited to the Kuranda Historical Society, Djabugay Aboriginal Corporation, commercial operators and the Kuranda Community Precinct Advisory Committee.
- Historic Rail and Music Festival – Kuranda Scenic Rail puts on a special train to Kuranda then on to Mareeba. The train would include a carriage for mountain bikes for passengers to return to Kuranda. The festival could include Indigenous culture, local food and produce, arts and entertainment, and would require additional government funding and/or corporate sponsorship.
- A series of festivals throughout the year, instead of one large one. The festivals could be themed – arts, music, food etc.
- Music and other events staged at the Amphitheatre to broaden the appeal of Kuranda and encourage longer visits to the village, including overnight stays.
- A continual program of street activation via art, music, street performers, food and new streetscape design as opposed to large one-off events.
- Local operators upgrading shopfronts.
- The introduction of geo-fencing - a unique virtual boundary that, when visitors enter it, allows you to send them specific messages - to encourage great social media conversations and awareness.



The rationale behind most of these experiences is to create the right environment to encourage longer trading hours in the village. One of the most frequent complaints from visitors is the lack of anything to do/closed businesses after 3pm, or even 2pm. This is also detrimental to the accommodation sector, which is one of Kuranda's better performing assets based on the tourism sentiment index. If people can be encouraged to stay longer, it gives us the opportunity to better promote Kuranda's many accommodation offerings.

### OBJECTIVE THREE:

#### Attract the right target markets and an increased volume of visitors (pre- and post-arrival in the Cairns region)

Unlike traditional businesses, or other tourist destinations, the Kuranda tourism sector can do little to influence or determine the target markets it would like to attract as around 90% of visitors are delivered to our door via Skyrail, Kuranda Scenic Rail and the major coach operators.

These transport/experience providers are heavily invested in getting people to Kuranda. It is a combined effort by tourism operators, local businesses, TK, Council, Queensland Government and other stakeholders to meet customers' expectations and needs once they are in the village.

To that end, TK's sphere of influence lies predominantly in its promotional messages, branding promises, and the experience visitors have on the ground. To do that, those expectations and needs must be understood, which is the initial focus of this 5-year strategy.

However, there are 3 key market segments that TK can and should target in 2019/20 and beyond, either directly or by ensuring our promotional messages and delivery of experiences align with visitor expectations.

#### 1. The Self-Drive Market.

Anecdotal feedback from the VIC indicates many self-drive visitors are coming to Kuranda to see the rainforest, do the rainforest walks, and experience the wildlife and Indigenous culture. Many of these people may have already come to Kuranda on Skyrail and/or the train and decided to return by car because they didn't have enough time to experience everything, they wanted to the first time around.

The self-drive market in the TNQ region is growing, and it's seasonal. It is also a market segment that is more likely to stay overnight and, the longer they stay in Kuranda, the more money they are likely to spend.

#### 2. The Pre-Arrival Market Via Tourism Organisations

The TK budget has limited capacity to directly target visitors prior to their arrival in the Cairns region.

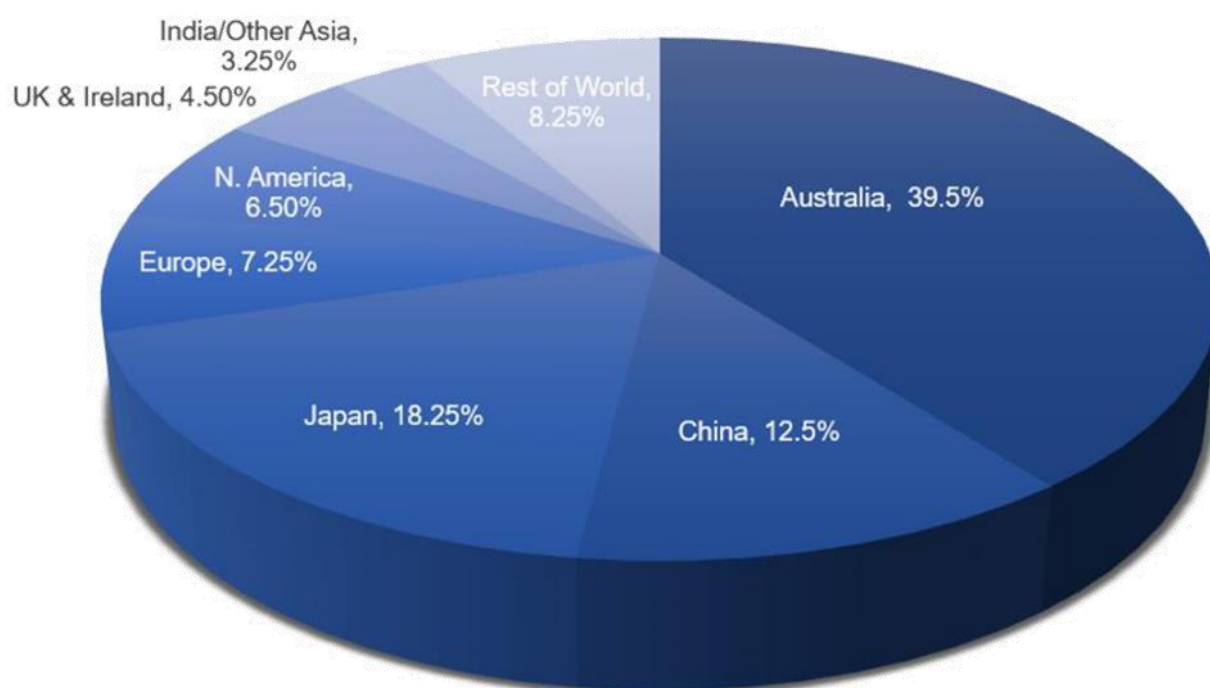
However, it can influence this segment by leveraging the marketing resources and activities of the broader regional organisations that are active in these markets – Tourism and Events Queensland (TEQ) and Tourism Tropical North Queensland (TTNQ) in particular. It is

necessary to ensure TK provides them with the right information and materials to reach the pre-arrival market through their digital channels.

### 3. Customers of Skyrail, KSR, Other Day Tour Operators and Public Transport

This is the largest and most important visitor segment. As with the pre-arrival market, the TK programme is limited in directly influencing their decision to come to Kuranda but should endeavour to make sure their experience of the village aligns with their expectations, and TK marketing messages address their needs and interests.

Based on information provided by some of the major operators, we know the origin of visitors to Kuranda is approximately:



### Strategy to Achieve Objective Three:

#### 1. Improve the presentation of Kuranda

Until the outcomes of the brand review are known, Kuranda will continue to be promoted as 'The Village in the Rainforest', but it does not currently present that way. This is one of the reasons Kuranda is no longer meeting visitor expectations. The ongoing upkeep of the property presentation, streetscaping and garden beds requires a high level of maintenance.



Collins Avenue in Cairns is often used as a prime example of high-quality tropical street and landscaping, and it is an example Kuranda should aspire to. Options to achieve this need to be explored - for example:

- Discuss the need to improve the presentation of Kuranda with MSC and a possible coordinated approach with Kuranda Infrastructure Advisory Committee
- a collaborative agreement with Kuranda Garden Club
- encouraging the cooperation of commercial property owners/landlords



## 2. Overarching Campaign

As discussed in the *Strategy to Achieve Objective One*, promotional and advertising activity for the next 12 months will focus on digital promotion of assets and attractions that are currently living up to visitors' expectations and represent the brand promise.

To do this it is intended to create 'Kuranda Stories' that highlight assets and businesses known to meet visitor interests. A consultant will be hired to assist with the development of the stories which could involve establishing a set of criteria for willing and engaged businesses to be included in the digital campaign. For example, one of the criteria may be the requirement to stay open until 3pm for a specific period; or featured retail products must be locally made or designed.

The main Story of Kuranda created for digital marketing in 19/20 will feature the history, heritage, interesting characters of the district, and highlight Indigenous cultural heritage. Depending on the interest and uptake from the businesses, as well as the TK budget, other

stories could be developed for digital marketing in 19/20 with possibilities including, but not limited to:

- The Rainforest Story: Rainforest experience and walks
- The Artisan Story: Local creative industry – art, jewelry, fashion designers, etc.
- The Wildlife Story: Wildlife attractions, including river tour.
- The Good Food Story: Food and local produce.

As the digital Kuranda Stories campaign is a short-term trial, it should include those businesses and assets that are now meeting visitor expectations and about which there is information that is readily available for a digital marketing campaign. This material will be the focus of all online and print advertising through the year.

The success or otherwise of the Kuranda Stories could be measured by level of social media interest, local operator feedback and visitor feedback.

Depending on the success of this campaign in 2019/20, and the outcome of the branding review, other stories may follow in 2020/21 and beyond, and some may have the potential to develop into trails or itineraries, including

- Fashion Trail featuring local designers, Boho/vintage style fashion
- Dining trail, featuring the top 5 restaurants in Kuranda as rated on Trip Advisor
- Health and Wellness Trail (which could incorporate food, accommodation, massage/services, etc.)
- A shopping trail. . .and so on

### 3. Digital Advertising and Activity

The main channel for TK's advertising in 2019/20 will be digital and outsourcing to a suitable third party, perhaps TEQ or TTNQ is explored. The third party could design and place advertising campaigns across highly populated websites owned by NewsCorp and Fairfax, plus local and Australia-wide leading lifestyle and travel websites.

TK will benefit from the third party's buying power, industry networks and digital expertise, as well as creating efficiencies.

The campaigns can incorporate:

- Geo-fencing and/or geo-targeting
- Behavioural targeting – particularly relevant for the self-drive market
- Run of site campaigns and digital display banners.
- Measurable performance data
- Google Adwords

Depending on the success of the above initiatives and budgetary considerations, other digital initiatives/opportunities for further investigation in 2020/21 and beyond include:

- [Tourism Australia \(TA\)](#):
  - Submitting news/stories to TA's weekly newsletter, Essentials. i.e., new restaurants/attractions, events/festivals, etc.
  - Submitting content for TA's Facebook (8m+ followers), Twitter (500k+ followers), Pinterest (10.5k followers) and Instagram (3.5m followers) accounts.
- [TEQ](#):

- Social Media Content Packages: customised content from experienced journalists and social managers to meet TK's branding voice and messages. Designed to elevate organic reach on Facebook and Instagram.
- Lead Generation Campaign Packages: designed to invite interaction across social mediums with qualified clicks and conversions
- Video Packages: packages include conceptualisation, shooting and editing videos for use on social media.
- [TTNQ](#)
  - Submitting content for TTNQ's social media channels.

General digital footprint: TK is a member of Australian Tourism Data Warehouse (ATDW) which allows it to control its digital footprint. Other websites draw their data from ATDW to ensure marketing messages are consistent across the tourism network. However there have been some recent incidences where information about Kuranda had been accessed from other sites, resulting in incorrect information, contact emails, among other things. There is a need to conduct an audit of digital information to ensure the marketing messages and images are consistent and correct. This will be particularly important once the branding review is implemented in 2020/21

#### 4. Print Advertising

TK's print advertising activity in 2019/20 is recommended to include:

- Chan Brothers Tour Brochure: This is mainly self-funded by cooperative advertising. Chan Brothers Travel is one of the largest and most established travel agency and tour operators in the SE Asia region with more than 300 associates globally, including Malaysia, Indonesia and China.
- Welcome to TNQ Magazine. Self-funded. 75,000 copies printed and letterbox dropped to demographically targeted suburbs in Brisbane, Sydney and Melbourne. The magazine is also distributed to events, expos and trade show in collaboration with TTNQ.
- Welcome to Cairns & GBR and Welcome to Atherton Tablelands - \$4k cost to TK per annum (\$2k per edition) 100,000 copies printed annually. Kuranda has a section but also additionally pays for one-page advert published twice-yearly in April and October. A5 size. Displayed on tourism boards, 86 Information centres through QLD, supplied to conferences and trade shows in collaboration with TNQ and Business Events Cairns.
- TTT Discover Mag - \$2k cost to TK. Discover Magazine is the major marketing publication for the Atherton Tablelands.

All the above publications are effective in reaching the post-arrival and self-drive markets.

#### 5. Website and Social Media

**Website:** In 2018/19, \$10k was allocated to upgrade the website to cater for the growing number of online visitors using mobile devices. No further expenditure is envisaged in 2019/20, but ongoing maintenance will continue including website advertising. However, the contents of the website should be reviewed in line with the refinement of the brand, and possibly updated in 2020/21



**Social media:** Social Media is one of the most powerful tools for building awareness and positive word of mouth, but to be effective it needs to be organic and authentic. Creating opportunities for selfies, for example, should be maximised at every opportunity:

- Need to investigate the cost and logistics of geo-fencing at iconic locations around Kuranda.
- Set up Instagram frames for selfies.

**TK's Social Media Accounts:** TK currently has a Facebook (12k+ likes), Instagram (3k+ followers) and Twitter account (2k+ followers).

The management of content is outsourced to Epic Times, which includes

- An average of five posts a week on Facebook and Instagram
- Daily social media moderation and response to audience i.e. conversations, direct messaging response and engaging with followers and reviews.
- Monthly reporting.

This arrangement is working well and is considered an effective use of resources. No further changes are recommended.

## 6. Photography

Some photography was done in 2018/19 for the development of the new Kuranda website, but the old hero shots are still being used for key advertising and online activity. It is recommended to defer this expenditure 2020/21 following the branding review.

## 7. TV Advertising

As a matter of urgency, the current TV commercial should be retired and a new TV commercial produced, however, it is recommended to defer this expenditure until 2020/21 following the branding review. A video produced in 2018/19 by Phlipvids which is on TK Youtube channel could be used until the review.

## 8. Printed Marketing Collateral

The Kuranda maps and brochures will continue to be distributed in their current form in 2019/20.

### • DL Map

The DL map in particular is an effective marketing tool to maintain awareness in the post-arrival market segment and with the self-drive/grey nomad sector. They are distributed to booking agents, hotels, information centres, and tour desks throughout the region by a third party.

The contents and design will be re-assessed following the review and refinement of the brand in 2019/20 and a re-print is likely to be required towards the end of the financial year. The maps are self-funded by the individual advertisers.

### • A4 Brochure

TK has sufficient supply to last another 12 months. It is recommended to discontinue the brochures once the current stock is depleted as the DL size map is a more popular and cost-effective marketing tool.

## 9. Festivals and Events

For the past 10 years or so, Kuranda has hosted the Easter Festival (April) and the Kuranda Spring Festival (October).

The Easter Festival in particular draws a lot of people to the village and keeps Kuranda top of mind in the local market. It also directly targets one of the most neglected tourist market segments, Visiting Friends and Relatives (VFR). The festivals have also been effective in generating relatively high volumes of positive social media conversations.

However, it should be noted that while some businesses have directly benefited from festivals (mainly those offering food/refreshments), many have also reported no direct benefit. There is some feedback that the focus of the festival should no longer be Easter as the Easter focus has been sufficiently utilised and some feedback not to have festival but put \$ into street activation.

While festivals are considered an important part of the overall marketing mix, further consideration needs to be given to the festival activity and a review of festivals and community events is to be conducted by Dec 2019. For example:

- Varying the theme to Easter and Arts Festival or Indigenous culture and arts; or not have it at all.
- Holding the Easter and Kuranda Festivals in alternate years
- Involving the business and tourism community in creating concepts and the organisation of festivals; and/or outsourcing the role of coordinating and organizing events.

Advertising and promotion for any festivals will be local:

- The Cairns Post
- Corflute signs
- TV
- Radio (outside broadcast)
- Social media
- Press release
- Online consumer websites and eNewsletters

It is recommended that the festival events are reviewed with consideration given to alternatives, such as street activation activities, community-led events or other such activities with TK no longer the sole organizer, but one partner of a community organizing committee.

## 10. PR and eNewsletter

TK has outsourced the writing of its Industry eNewsletter and press releases to a PR consultant for several years. This is considered a cost-effective use of resources and should continue in 2019/20.

## 11. Grants and Additional Funding

Kuranda is a significant economic driver for the TQ region as a whole however TK has limited funds generated in the main by the levy, and otherwise by co-operative advertising dollars from local tourism and business owners.

There is an opportunity and case to be made for applying for additional funding through government grants, which are generally available for constructing tourism infrastructure and hosting events. It is recommended that a 'watching brief' be maintained for all future grant opportunities, and that MSC develop grant applications for projects that align with this strategic marketing plan.

#### 12. Famils

Well-chosen famils should be considered to showcase the Village, especially once the short-term Kuranda Story is developed and promoted online.

### OBJECTIVE FOUR:

Improve communications and engagement with local levy payers, local tourism operators and other stakeholders about the TK program.

In recent months, MSC has received feedback from some tourism operators and levy payers who feel there has been a lack of accurate information regarding the purpose and strategic direction of the TK marketing program and the outcomes it delivers.

Tourism is the most significant economic driver in the Kuranda area and MSC invests heavily in supporting and promoting tourism in the Kuranda district, more than in any other area of the Mareeba Shire. Its investment also exceeds the amount raised by the Special Rate Kuranda Benefitted Area, which has been in place for more than 20 years in one form or another.

MSC has made it a priority in 2019/20 and beyond to ensure a good return on investment for the levy payers and the Shire's general rate payers, and to improve its level of communication to keep them informed and supportive of council's activities and progress in marketing Kuranda.

#### Strategy to Achieve Objective:

##### 1. Launch of the new TK Strategic Marketing Plan

An official launch and presentation of the Tourism Kuranda 5-year Strategic Marketing Plan will be conducted, with an open invitation to the business and tourism members of the Kuranda community. This presentation will continue on an annual basis as the plan is reviewed and updated.

##### 2. Share research results

As part of this presentation in 2020/21 and beyond, the results of the visitor surveys and Trip Advisor feedback (the annual 'Visitors' Expectations Scorecard') should also be presented as a tool to assist levy payers and other stakeholders in their businesses.

##### 3. E-newsletter and editorials

Develop E-newsletter and provide editorial to the Kuranda paper on a quarterly basis, as a summarised version of the Executive Officer's monthly report, to keep tourism operators and levy payers informed and up to date on activities and progress.

Ensure all local businesses and tourism operators are encouraged to subscribe to the Tourism Kuranda newsletter.

**4. Use TK social media to engage with local operators**

Invite all local businesses and tourism operators to like/follow the Tourism Kuranda Facebook, Instagram and Twitter accounts, and engage with TK on social media to leverage this marketing.

**5. Involve local operators and key stakeholders**

Involve key stakeholders in discussions and proposals about strategies and improvements to meet the changing visitor needs and expectations. Encourage closer cooperative relationships with organisations such as the Amphitheatre, and the arts, Indigenous and environmental communities.

**6. Local operator survey**

At the end of 2019/20, conduct a brief survey of the commercial traders and tourism operators in Kuranda to benchmark the level of awareness and satisfaction in relation to the TK marketing program, and level of awareness of visitor feedback. This survey should be repeated annually, benchmarked against the 2019/20 survey results.

## **OBJECTIVE FIVE:**

### **Strengthen relationships with industry (booking agents, regional operators and tourism organisations)**

A main TK priority is to attract the right target markets and an increased volume of visitors to Kuranda. It will only do this effectively if it works closely, and continues to build strong relationships with, the many layers of the tourism industry marketing and distribution network.

These include:

- Tourism Australia - National
- Tourism Queensland - State
- Tourism Tropical North Queensland - Regional
- Tropical Tablelands Tourism – Local
- Tourism Port Douglas Daintree - Local
- Tourism Palm Cove – Local
- Tropical Coast Tourism - Local
- Savannah Way Ltd - Local
- Tablelands Regional Council
- Tourism journalists and influencers
- Regional Visitor Information Centres
- Local Tour Operators
- Tour desks/booking agents/hotel staff
- Car hire companies
- Caravan Parks



### Strategy to Achieve Objective:

#### 1. Clear communication channels with industry bodies

Ensure we have clear and regular lines of communication with local, regional and state tourist organisations to make sure the marketing messages about Kuranda are consistent across all websites and other mediums.

#### 2. Distribution of DL maps

Recommence the distribution of some of the DL maps by TKEO (while still outsourcing the distribution of the majority of them) alternating between the top booking agents, VICs and tour desks in the region known to sell Kuranda and target the self-drive market segment. The purpose of these visits is to maintain a point of contact with as many as possible and keep them informed/re-educated about the many things to see and do in Kuranda.

#### 3. Tourism Australia

Involvement in Tourism Australia's (TA) International Media Hosting Program. TA hosts up to 1,000 journalists, digital influencers, opinion leaders and television crew members from around 25 countries each year and partners with the State and RTOs to deliver the program. Also, work closely with TTNQ to maximise opportunities to host media in Kuranda through this program. A coordinated approach with Skyrail, Kuranda Scenic Rail, Tropical Tablelands Tourism and the northern beaches tourism organisations should be encouraged, packaging up a range of TNQ experiences for the media. Media visitors need to be met by different representatives at key touch points along the way, escorted and hosted, while being treated to the best Kuranda has to offer in terms of products, services and experiences. Locally made gifts, media kits and press releases should be prepared, and follow up calls made with journalists after the visit to ensure all their questions have been answered.

#### 4. Local and regional industry bodies

Likewise, work with Skyrail, KSR, TTNQ, TTT and the northern beaches and Port Douglas tourism organisations need to coordinate more industry famils around the region.

Re-introduce the special industry events – Trivia Nights in Port Douglas, for example – to create fun and informal get-togethers to educate local agents and keep Kuranda top of mind.

Create a local industry specific eNewsletter which will be emailed 3-4 times a year and include information on how to book, how much time to spend in Kuranda, upcoming events etc.

#### 5. VIP Club

Investigate the feasibility of the Kuranda Visitor Information Centre re-introducing the concept of the VIP Club which worked well in the past. A VIP kit of information is given to booking agents and other industry members to enable them to access discounts, free products and entry fees to contributing businesses in the village. The discounts could also be used for their family members, encouraging them to come and visit Kuranda on their days off. This first-hand experience of Kuranda enables them to better sell the product to visitors and demonstrates how much time they need in the village to see and do everything on offer.

**6. Attend trade shows:**

- ATE is the biggest trade show in the Southern Hemisphere, aimed at both international and domestic wholesalers. It represents a key opportunity to meet with industry partners and ensure Kuranda is being sold in the best possible manner and retained on wholesalers' itineraries. However, the cost of attending is considerable (\$8.5k) and it is recommended to evaluate attending ATE every two years instead of annually. This will also allow TK to focus on achieving Objective One in the 2019/20 financial year.
- The Inbound Up North program is designed to educate qualified inbound tour operators on the diversity and quality of the products and services available in the TNQ region. The program includes a B2B workshop enabling members to meet with all buyers during one-on-one appointments as well as extensive networking opportunities. It is recommended that this is attended annually.
- Continue outsourcing representation at Holiday and Travel Shows to Neville Dunn from Pro Active Marketing. He attends three caravanning and camping shows Brisbane, Melbourne and Sydney.

**7. ATEC**

Maintain TK's membership of ATEC.

## Action Plan 2019/20

STRATEGY	TIMEFRAME	RESPONSIBILITY
<b>OBJECTIVE ONE:</b> Review and refine the Kuranda brand to ensure it appeals to visitors and delivers on its promise.		
Visitor Research: <ul style="list-style-type: none"> <li>• Prepare a brief for the visitor research</li> <li>• Invite quotes/proposals from research companies</li> <li>• Research company to conduct research and prepare Visitor Expectations Scorecard.</li> <li>• EO to monitor Kuranda businesses on Trip Advisor for additional feedback and reviews.</li> </ul>	Aug-Nov 2019	TKAC/EO Consultant
Review and Refinement of Kuranda Brand: <ul style="list-style-type: none"> <li>• Review results of research to determine if external assistance is required from a branding consultant or if it can be managed by the committee.</li> <li>• If external assistance is required, prepare a brief and invite quotes/proposals from consultants</li> <li>• External consultant to conduct review and provide recommendations for any changes to the logo, positioning statement and brand messages</li> <li>• Involve local operators in brand review</li> <li>• If new brand is required, inform stakeholder and operators and provide feedback</li> <li>• Ensure new brand identity is implemented and updated across the board, internally and externally.</li> </ul>	Nov 2019 - March 2020	TKAC/EO Consultant
<b>OBJECTIVE TWO:</b> Work with local businesses and stakeholders to help them understand and meet visitor needs and expectations and deliver new and improved destination experiences that align with the brand promises.		
• Complete actions for Objective 1 first, then determine other appropriate actions for Objective 2 as a priority in 2020/21	2019/20	TKAC/EO
• Share findings of visitor research with local operators and other stakeholders to equip them to review the ways they service the needs and expectations of visitors	Nov 2019 ongoing	TKAC/EO
• Share findings of brand review with local operators and other stakeholders and encourage their adoption of the marketing messages and identity	March 2020 ongoing	TKAC/EO
• Maintain a watching brief on all future destination development opportunities.	Ongoing	EO
• TKEO destination development role promoted (includes provision of information, advice, resources, referrals)	Ongoing	EO

STRATEGY	TIMEFRAME	RESPONSIBILITY
<b>OBJECTIVE THREE:</b> Attract the right target markets and an increased volume of visitors (pre- and post-arrival in the Cairns region)		
<b>Improve the Presentation of Kuranda</b> Explore options for improvement of presentation in the village including: <ul style="list-style-type: none"> <li>• a possible coordinated approach with Kuranda Infrastructure Advisory Committee</li> <li>• a collaborative agreement with Kuranda Garden Club</li> <li>• encouraging the cooperation of commercial property owners/landlords</li> </ul>	2019/20	MSC/KIAC/State and Federal Governments
<b>Overarching Campaign:</b> <ul style="list-style-type: none"> <li>• Kuranda Stories - hire consultant to develop material for Kuranda Stories to be used in digital and print advertising and marketing strategies.</li> <li>• Collaborate with KIAC and Indigenous groups re Indigenous digital material.</li> <li>• Engage with local business community and confirm those offering experiences that meet the brand promises now.</li> </ul>	Aug - Dec 2019	TKAC/EO/VIC
<b>Digital Advertising and Activity</b> <ul style="list-style-type: none"> <li>• Review and refine marketing messages and campaigns in line with outcomes of brand review and update as required</li> <li>• Discuss requirements and outcomes with TTNQ and TEQ and establish best approach for digital advertising campaign and recommend to committee</li> <li>• Implement campaign when material is complete</li> </ul>	March -June 2020  2020/21	EO
<b>Print Advertising:</b> <ul style="list-style-type: none"> <li>• Negotiate rates, make bookings and organise graphic design for advertising in:                             <ul style="list-style-type: none"> <li>- Chan Bothers Tour Brochure</li> <li>- Welcome to TNQ</li> <li>- Welcome to Cairns/Atherton Tablelands</li> <li>- TTT Discover Magazine</li> </ul> </li> </ul>	2019/20 As per publication deadlines	EO
<b>Website and Social Media:</b> <ul style="list-style-type: none"> <li>• Website advertising renewals and ongoing maintenance of website as required</li> <li>• Investigate the cost of geo-fencing and make recommendations to Committee</li> <li>• Produce and install Instagram frames for self-opportunities</li> <li>• Maintain Social media accounts in coordination with Epic Times Social Media Management</li> <li>• Review contents of website in line with outcomes of brand review and update as necessary</li> </ul>	2019/20 2019/20 2019/20 2019/20 2020/21	EO/VIC EO EO EO EO
<b>Photography &amp; TV Advertising:</b> <ul style="list-style-type: none"> <li>• Take new photos for immediate use for the Kuranda Stories campaign</li> <li>• Source quotes for new hero shots after branding review</li> </ul>	Aug-Dec 2019 2020/21	EO EO

STRATEGY	TIMEFRAME	RESPONSIBILITY
<ul style="list-style-type: none"> <li>Source quotes for the production of a new TV commercial after branding review</li> </ul>	2020/21	EO
<b>Printed Marketing Collateral:</b> <ul style="list-style-type: none"> <li>Continue to distribute maps and brochures</li> <li>Coordinate print of new maps when current stock is depleted (considering refinement of brand and new hero shots)</li> </ul>	2019/20 2019/20	EO EO
<b>Festivals and Events:</b> <ul style="list-style-type: none"> <li>Review festival activity, including assessing alternatives to the Easter focus e.g. Indigenous and arts and culture, and establish what events will be held in the 12 months and what functions can/need to be outsourced.</li> <li>Depending on review, coordinate organisation of any events</li> </ul>	By Dec 2019	TKAC/EO
<b>PR and eNewsletter:</b> <ul style="list-style-type: none"> <li>Maintain eNewsletter monthly schedule and press releases as required.</li> </ul>	2019/20	EO
<b>Grants and Additional Funding:</b> <ul style="list-style-type: none"> <li>Work with grants officer at MSC to maintain a watching brief on all future grant opportunities.</li> </ul>	On-going	EO/MS
<b>OBJECTIVE FOUR: Improve communications and engagement with local levy payers, local tourism operators and other stakeholders.</b>		
<b>Strategies:</b> <ul style="list-style-type: none"> <li>Organise and conduct an official launch and presentation of the Tourism Kuranda 5-year Strategic Marketing Plan.</li> <li>Develop E-newsletter and send out quarterly (summarised version of EO's monthly reports)</li> <li>Involve local tourism operators in visitor research and brand review</li> <li>Develop Tourism Kuranda update to be published in Kuranda Paper quarterly</li> <li>Arrange meetings with representatives from Amphitheatre, arts community, Indigenous groups and environment community to discuss cooperative approach to meeting visitor expectations and developing new destination experiences</li> <li>Conduct a brief survey to the commercial traders and tourism operators in Kuranda to establish a business sentiment index in relation to the TK marketing program. (To be repeated annually)</li> </ul>	2019/20 2019/20 2019/20 On-going (following research/brand review) 2019/20	MSC/TKAC/EO EO EO TKAC/EO TKAC/EO
<b>OBJECTIVE FIVE: Strengthen relationships with industry (booking agents, regional operators and tourism organisations)</b>		
<b>Strategies:</b> <ul style="list-style-type: none"> <li>Connect with key industry stakeholders to ensure TK has clear and regular lines of communication</li> <li>Personal sales calls/map distribution to key booking agents, VICs and tour desks</li> <li>Meet with relevant representatives at TTNQ to discuss how to maximise opportunities offered through TEQ and TA and implement necessary actions following meeting</li> <li>Meet with representatives from TTT and Northern beaches tourism organisations to discuss coordinated approach to maximise opportunities for industry famils.</li> </ul>	2019/20 2019/20 2019/20 2019/20	EO EO TK Chair/EO EO



STRATEGY	TIMEFRAME	RESPONSIBILITY
<ul style="list-style-type: none"> <li>Re-introduce the VIP Club:                             <ul style="list-style-type: none"> <li>Coordinate local businesses willing to be involved</li> <li>Prepare information kits</li> <li>Send out email blast to industry members advising them of VIP club</li> <li>Take information on sales trips</li> </ul> </li> <li>Re-introduce special industry events:                             <ul style="list-style-type: none"> <li>Coordinate schedule of events with KSR Skyrail and other industry partners</li> <li>Organise venues, catering and prizes/giveaways</li> <li>Issue invitations</li> </ul> </li> <li>Attend Inbound Up North</li> <li>Maintain presence at holiday and travel shows via Neville Dunn</li> <li>Create new local industry email and send to local industry data base</li> </ul>	2019/20           2019/20           Sep 2019 Feb - June 2020 2019/20	EO/VIC EO/VIV           EO EO EO EO EO           
<ul style="list-style-type: none"> <li><b>REVIEW OF STRATEGIC MARKETING PLAN AND BUDGET</b></li> </ul>		
<ul style="list-style-type: none"> <li>Review the strategic direction and strategies proposed in this plan to ensure their relevance and effectiveness in 2020/21, and repeat this process annually</li> <li>Establish an appropriate budget for 2020/21</li> </ul>	Feb 2020 (for adoption by MSC in June 2020)	TKAC



## Action Plan Budget 2019/20

### REVENUE

TK's revenue for 2019/20 is estimated at \$241,693 and is estimated to come from the following sources:

Benefited Rate Contribution	\$209,943.00
Advertising Contributions:	
> Kuranda Map	\$ 22,000.00
> Chan Brothers Tour Brochure	\$ 750.00
> Welcome to TNQ	\$ 4,000.00
> TK Website	\$ 5,000.00
<b>Total Income</b>	<b>\$241,693.00</b>

### EXPENSES

TK's expenses for the 2019/20 Action Plan are estimated as follows:

Administration costs	\$98,429.00
Promotional costs	\$143,264.00
<b>Total Expenses</b>	<b>\$241,693</b>



#### Administration Costs

Administration costs are fixed and cover salary, phone, memberships and car etc. Remaining operational expenses are funded from Council's general rates i.e. management, office accommodation and corporate support and not included in this TK Budget.

#### Promotional Costs

Promotional costs are a combination of fixed and discretionary and are forecast as follows (based on the strategies to achieve the Objectives).

	Amount \$
<b>Promotional Costs</b>	
• Visitor Research	\$8,000
• Brand review (consultant, implementation of new brand identity and messaging)	\$40,264
• Short-term digital campaign - 'The Kuranda Stories'	\$ 18,000
• Print advertising	\$11,500
• Website/social media	\$13,500
• Maps/Brochures	\$39,500
• PR and eNewsletter	\$6,000

• Industry Famils and product training	\$2,500
• Memberships	\$1,000
• Tradeshowes and sales missions	\$3,000
<b>Total Promotional Costs</b>	<b>\$143,264</b>

## APPENDIX 1

### KURANDA TOURISM SENTIMENT INDEX REPORT



Kuranda

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DESTINATION**Think!**

This report provides a comprehensive analysis of what people are saying about your destination online. Insights from this data should guide your strategic planning, marketing and destination development to enable you to shape the way people talk about Kuranda in the future.

DESTINATION **Think!**

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<b>Method and Metrics</b>	<b>3-8</b>
How your Tourism Sentiment Index is calculated	
<b>Tourism Sentiment Dashboard</b>	<b>9-15</b>
The overall health and performance of your destination	
<b>Tourism Category Overview</b>	<b>16-18</b>
How your destination's individual tourism sectors contribute to the Tourism Sentiment Score™	
<b>Tourism Asset Breakdown</b>	<b>19-27</b>
A detailed look at the 50 tourism assets that comprise your destination's Tourism Sentiment Score™	
<b>Report Summary</b>	<b>28-28</b>
Overview of the results of this report	



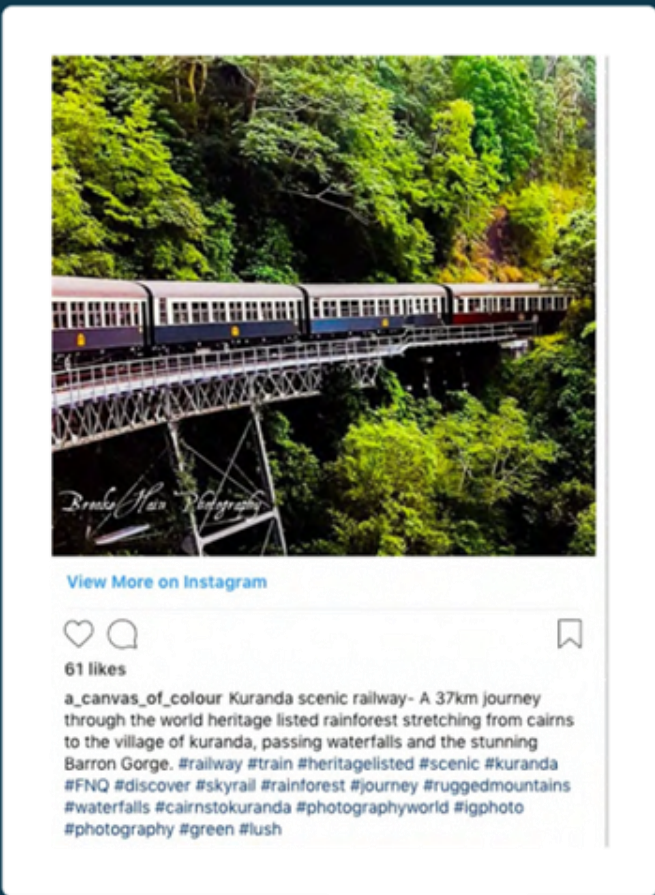
## Method + Metrics

How your Tourism Sentiment Score™ is calculated

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# Methodology



## Parameters

The Tourism Sentiment Index gives you a view that no customer survey or focus group can provide. Your report scanned, monitored and analyzed:

**What:** 4 538 824+ online conversations from around the world

**When:** July 1, 2017 – June 30, 2018

**How:** This analysis applies a custom, text- and image-based algorithm focused on conversations about Kuranda and its connected tourism region. To provide further context for the results, five comparative destinations were included in the analysis:

- Townsville
- Cairns
- Port Douglas Daintree
- Mackay
- Tablelands

## Sources

**More than 500,000 different sources** were included in the analysis, including online media sites, forums, reviews and social media networks (Twitter, Facebook, Instagram, Tumblr, YouTube and TripAdvisor).



## Calculating your score



### Focusing on conversations driving tourism

**Tourism Sentiment Score™** is a measure of a destination's ability to generate positive word of mouth about its tourism offering. It is an aggregate score that focuses solely on online conversations that reference or affect a potential traveller's perceptions of a destination's tourism offering. To do this, we start by collecting all the conversations around your destination and then filter to those conversations that are driven by your destination's tourism experiences or products.

# Calculating your score

## Gathering sentiments

To understand in a single snapshot the overall attitude towards Kuranda expressed through visitors' online conversations, we scan, analyze and assign each post to a sentiment category of promoter, passive or detractor.



### Destination promoter

Those actively recommending or speaking positively about your destination to others

Examples from Kuranda



Why Kuranda Scenic Railway And Kuranda Village Are Amazing <https://t.co/zS9CA7E9yj> #travel #thisisqueensland #Australia <https://t.co/O3686sGxEN>



### Destination passive

Those speaking about your destination from an indifferent point of view



It's annual team photo time at KurandaKoala Gardens in queensland 🐼🐼🐼 (via IG/kurandakoalagardens) #seeaustralia <https://t.co/LWigSm72DS>



### Destination detractor

Those actively discouraging or speaking negatively about your destination to others



[...] you walk around the midpoint) and the rail a little bit longer. I took a full day because I get out of bed late, did some hiking around up there (Kuranda is basically a shopping centre in the rain forest and very boring unless you are looking at touristy knicknacks or food)



# Calculating your score

## Your score

Once we have categorized all online conversations related to Kuranda, we apply the **Tourism Sentiment Score™** formula to provide us with a single metric that articulates your destination's performance in driving online word of mouth.



## Reading the scale

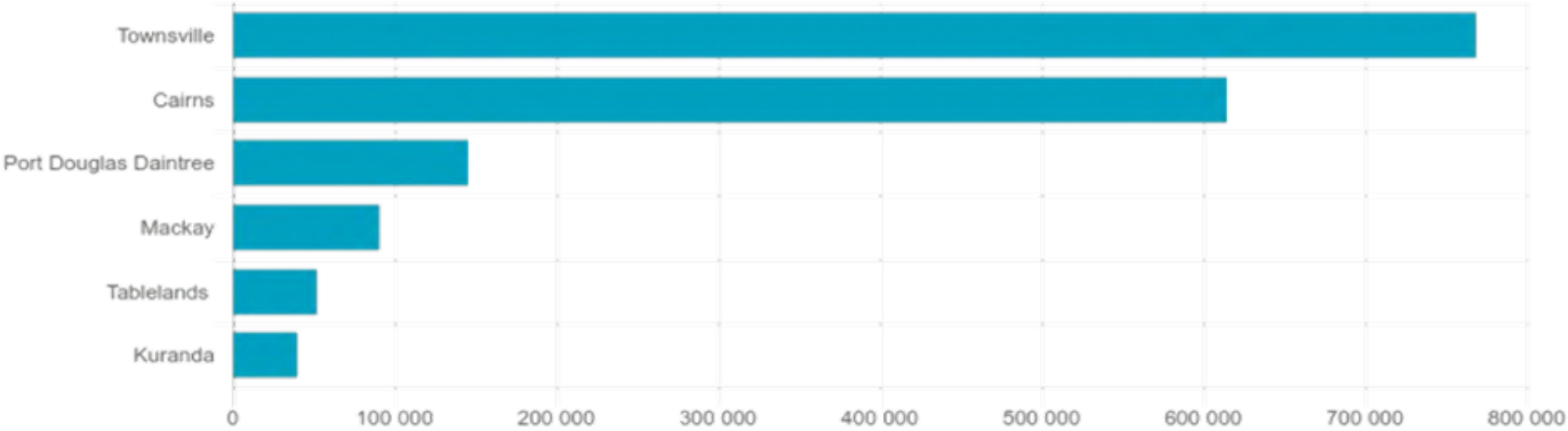
The Tourism Sentiment Score is an index ranging from -100 to 100 that measures overall perceptions of Kuranda's tourism offering. It is used as an indicator to gauge current performance and provide a benchmark to track over time.



# Understand Size and Scale

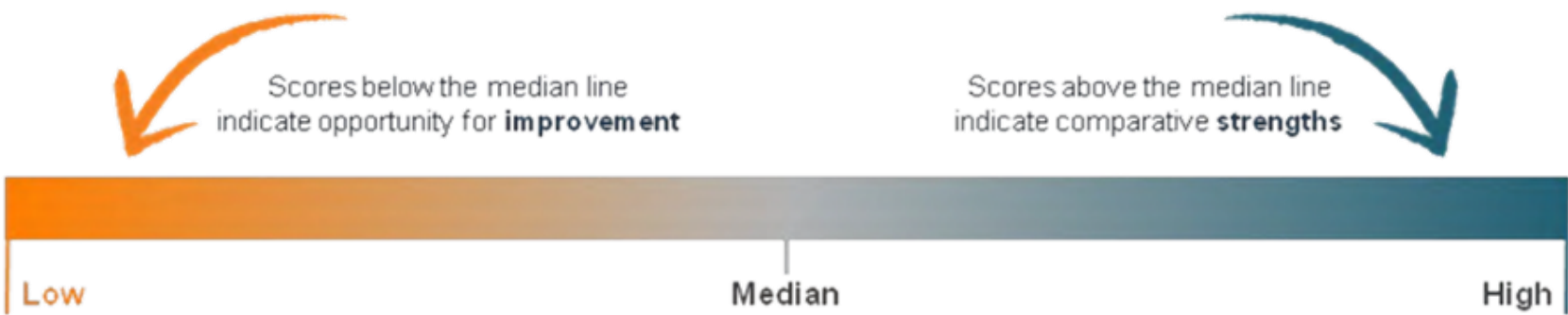
## Understanding Volume

Volume of conversations is an indicator of overall awareness. The higher the volume of conversations for a destination, the more people are talking about it, bringing a greater chance that people read or hear about the destination. Volume does not represent quality. It represents opportunity. Based on the destinations in this report, we see a distribution of conversation volume as follows.



## Reading the scale

Throughout the report, you will see your destination's scores displayed on a scale. The scale is defined by the relative scores of the comparative destination set. The median line on each scale is defined by the middle point between the 3rd and 4th ranked destinations. Therefore, creating a midpoint amongst the comparative destination set to compare to.





# Tourism Sentiment Dashboard

The overall health and performance of Kuranda

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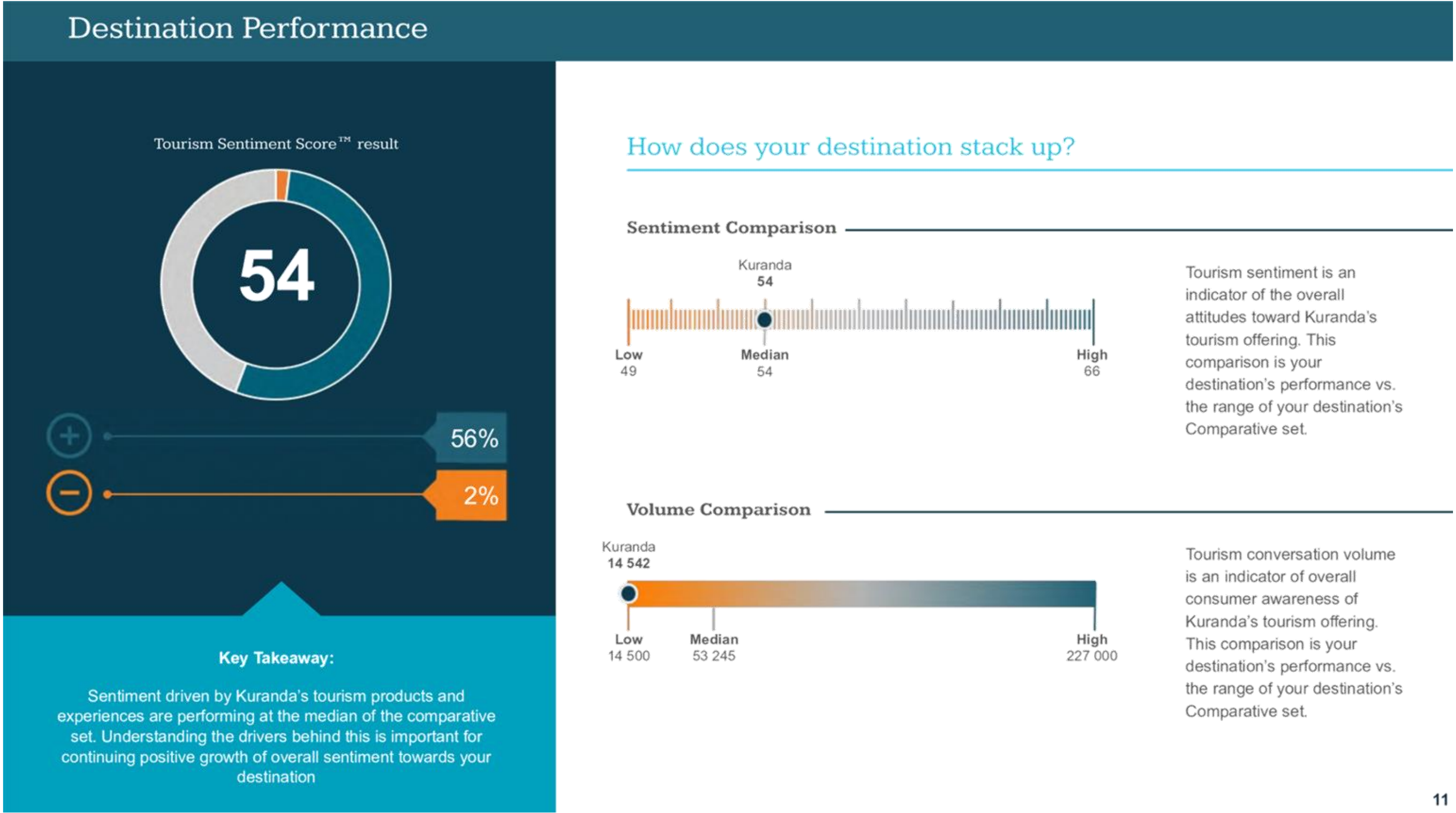
## Destination Performance



### Overall Performance

Of all conversations online being driven by Kuranda's tourism experience or products, 56% of those conversations have been identified as destination promoters.

That equates to 8 000+ online conversations actively promoting Kuranda each year.



## How does your destination stack up?

### Sentiment Comparison

Kuranda  
54

Low  
49

Median  
54

High  
66

Tourism sentiment is an indicator of the overall attitudes toward Kuranda's tourism offering. This comparison is your destination's performance vs. the range of your destination's Comparative set.

### Volume Comparison

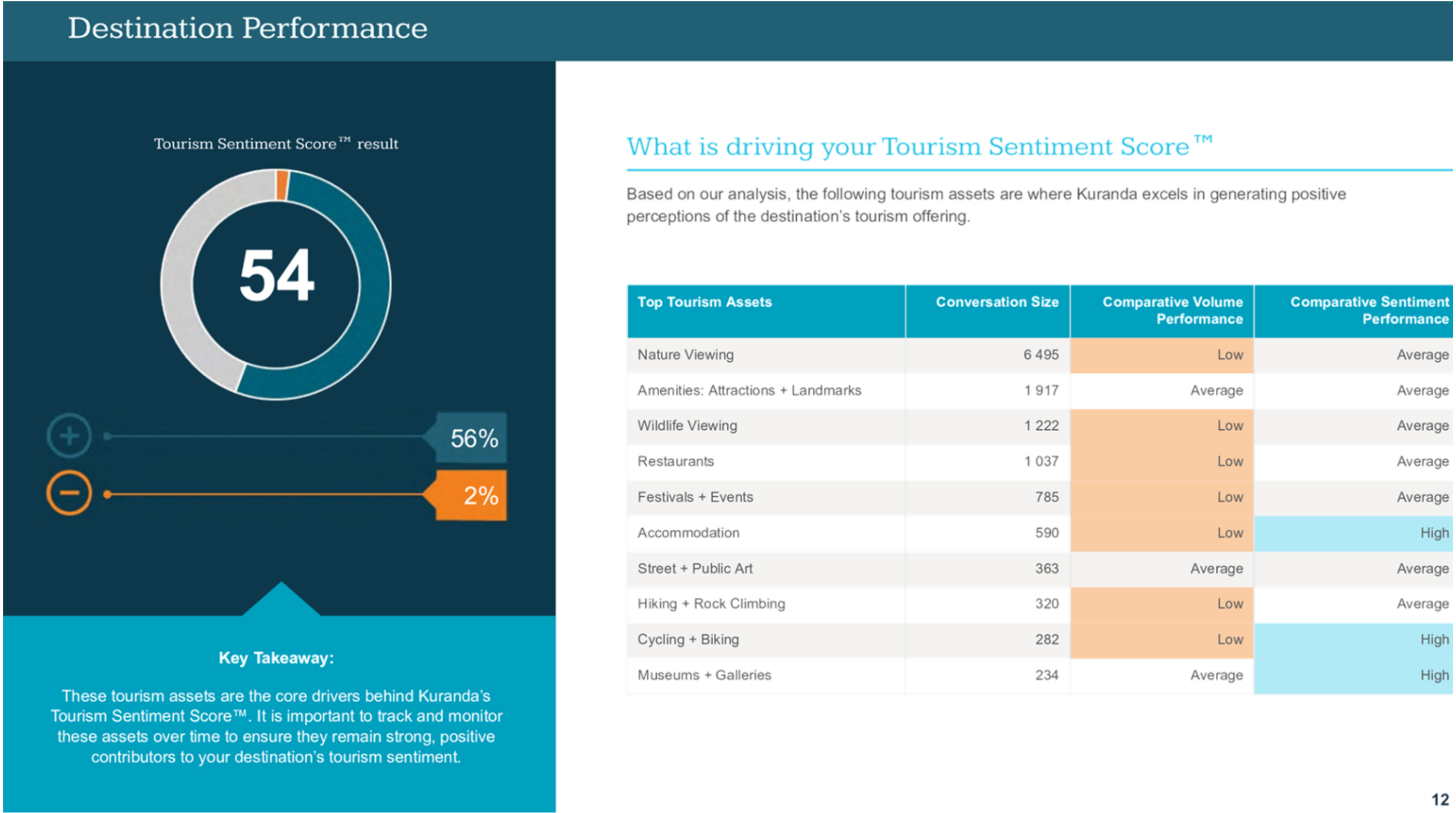
Kuranda  
14 542

Low  
14 500

Median  
53 245

High  
227 000

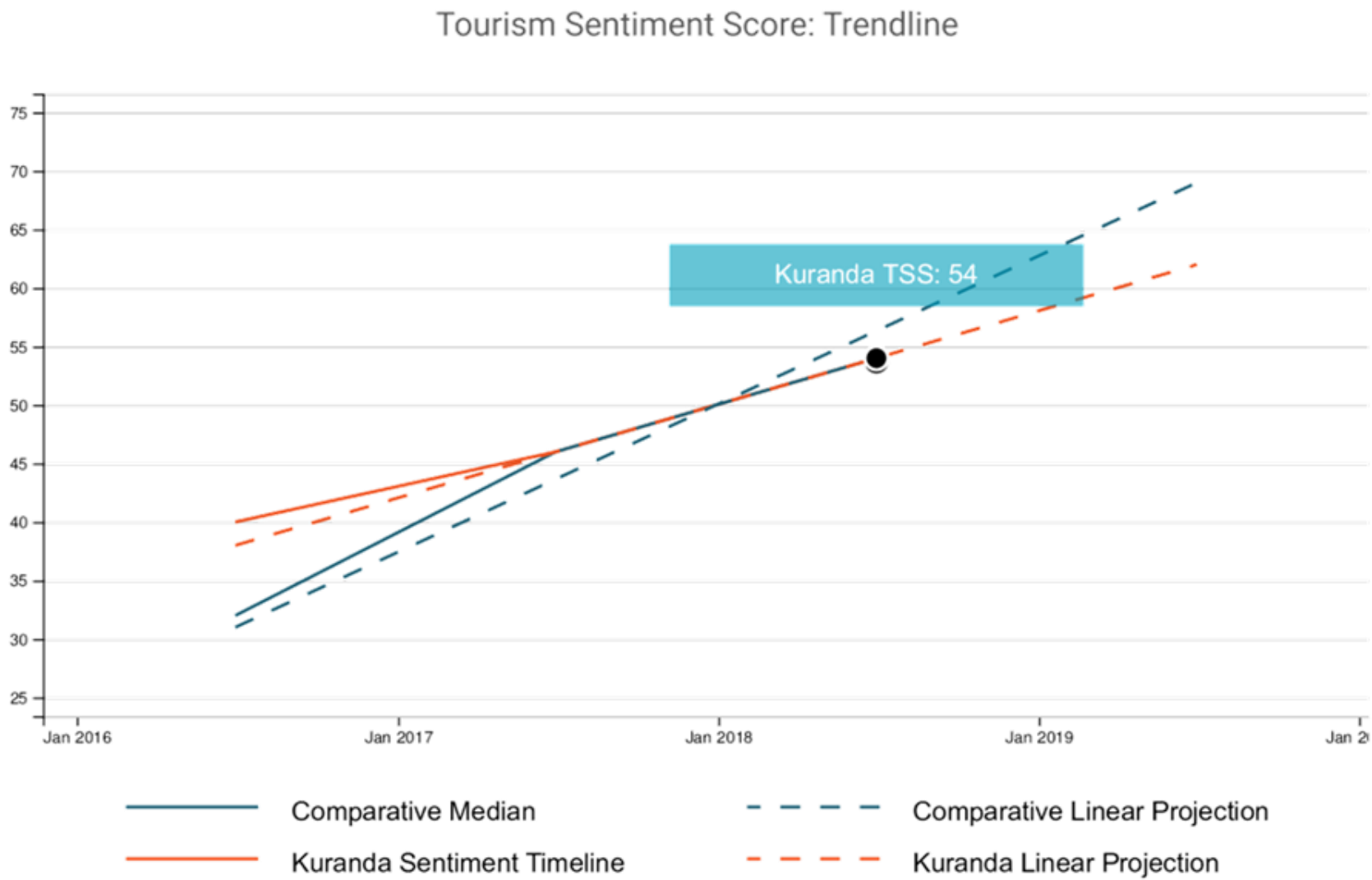
Tourism conversation volume is an indicator of overall consumer awareness of Kuranda's tourism offering. This comparison is your destination's performance vs. the range of your destination's Comparative set.



# Tourism Sentiment Trend

## Where is your destination headed?

The tourism sentiment trend line has been calculated using the past three years of sentiment data from your destination and the comparative set. This trend line provides us a view of your destination's overall performance against that of the comparative average and provides us an indicator of the trend for your potential future sentiment.





# Tourism's Contribution

## How does tourism contribute?

### Tourism Sentiment Score™

Tourism Sentiment Score is a measure of a Kuranda's ability to generate positive word of mouth about its tourism offering. It is an aggregate score that focuses solely on online conversations that reference or affect a potential traveler's perceptions of a destination's tourism offering.



### Place Sentiment Score

Place Sentiment Score is an aggregate value of all conversations around Kuranda, whether or not the individual conversations have a direct impact on perceptions of the tourism offering. It captures opinions of all aspects of the destination from politics to real estate.



### Key Takeaway:

The gap between these two scores is representative of the impact your destination's tourism industry is having on the brand of the destination as a whole. Tourism is a substantial driver of a positive overall brand image.



# Tourism Category Overview

How your destination's individual tourism sectors contribute to the Tourism Sentiment Score™

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# Category Analysis

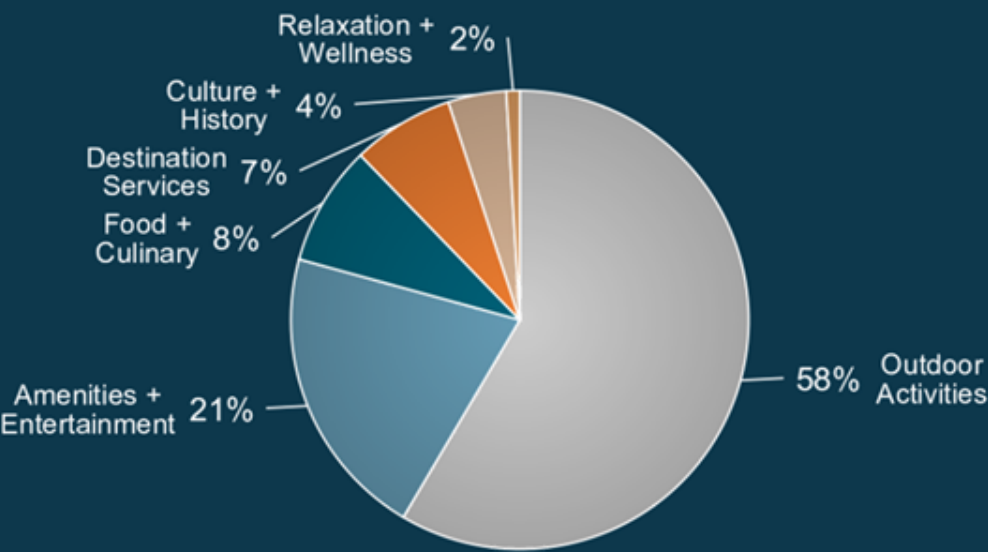
## Understanding the Tourism Categories

The Tourism Sentiment Score is comprised of the aggregate performance of 50 tourism assets across six tourism categories. The following section allows you to understand how Kuranda's tourism sectors are performing by examining the Tourism Sentiment Score™ result for each of the six tourism categories.



# Tourism Categories

Tourism Category | Volume of Conversation



## Tourism Category Breakdown

The following section allows you to understand how Kuranda's individual tourism sectors are performing and how they contribute to the Tourism Sentiment Score™ as a whole.

Tourism Sectors	Sentiment		Volume	
	Kuranda	Comparative Performance	Kuranda	Comparative Performance
Food + Culinary	55	Average	1 234	Low
Amenities + Entertainment	40	Average	3 019	Low
Outdoor Activities	59	Average	8 507	Low
Culture + History	54	High	597	Average
Relaxation + Wellness	42	Average	138	Average
Destination Services	61	Average	1 047	Low



## Tourism Assets

The following section is a detailed look at the 50 tourism assets that comprise your destination's Tourism Sentiment Score™

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# Tourism Asset Tables

## Sentiment Comparison

### Comparative Strength

A number highlighted in blue is an indicator that your destination's sentiment is 10 points above that of the comparative Median.

36

### Comparative Challenge

A number highlighted in orange is an indicator that your destination's sentiment is 10 points below of that of the Comparative median.

34

## Volume Comparison

### Comparative Strength

A number highlighted in blue is an indicator that your destination's conversation volume is above one and a half (150%) of that of the comparative median.

2600

### Comparative Challenge

A number highlighted in orange is an indicator that your destination's conversation volume is below half (50%) of that of the comparative median.

460

## Reading the Tables

Throughout the following section, Kuranda's performance is analyzed on an individual asset level across 50 aspects of your tourism industry. For each tourism asset, your destination's performance is analyzed through a comparison to the median score of the comparative destination set. This provides insight into identifying your current strengths and challenges as a destination. These tables have been colour coded to identify these insights.

Tourism Asset	Sentiment		Volume	
	Sample Destination	Comparative Average	Sample Destination	Comparative Average
Casinos	12	8	248	214
Attractions + Amusement Parks	36	25	2 600	1 131
Festivals + Events	27	34	9 462	11 370
Music + Performance Art	37	38	460	2 453
Nightlife	34	45	3 480	4 591
Amenities + Entertainment Subtotals	30	36	16 250	19 759

# Food + Culinary

Tourism Sentiment Score™ result



Sentiment Comparison



Volume Comparison



## Food + Culinary

The table below shows the individual tourism assets that make up Kuranda's Food + Culinary category.

Tourism Asset	Sentiment		Volume	
	Kuranda	Comparative Average	Kuranda	Comparative Average
Food Producers + Farmers Markets	25	53	184	182
Restaurants	60	62	1 037	4 507
Wineries + Wine Tastings	38	38	13	64
Food + Culinary Subtotals	55	61	1 234	4 790

# Amenities + Entertainment

Tourism Sentiment Score™ result



Sentiment Comparison



Volume Comparison



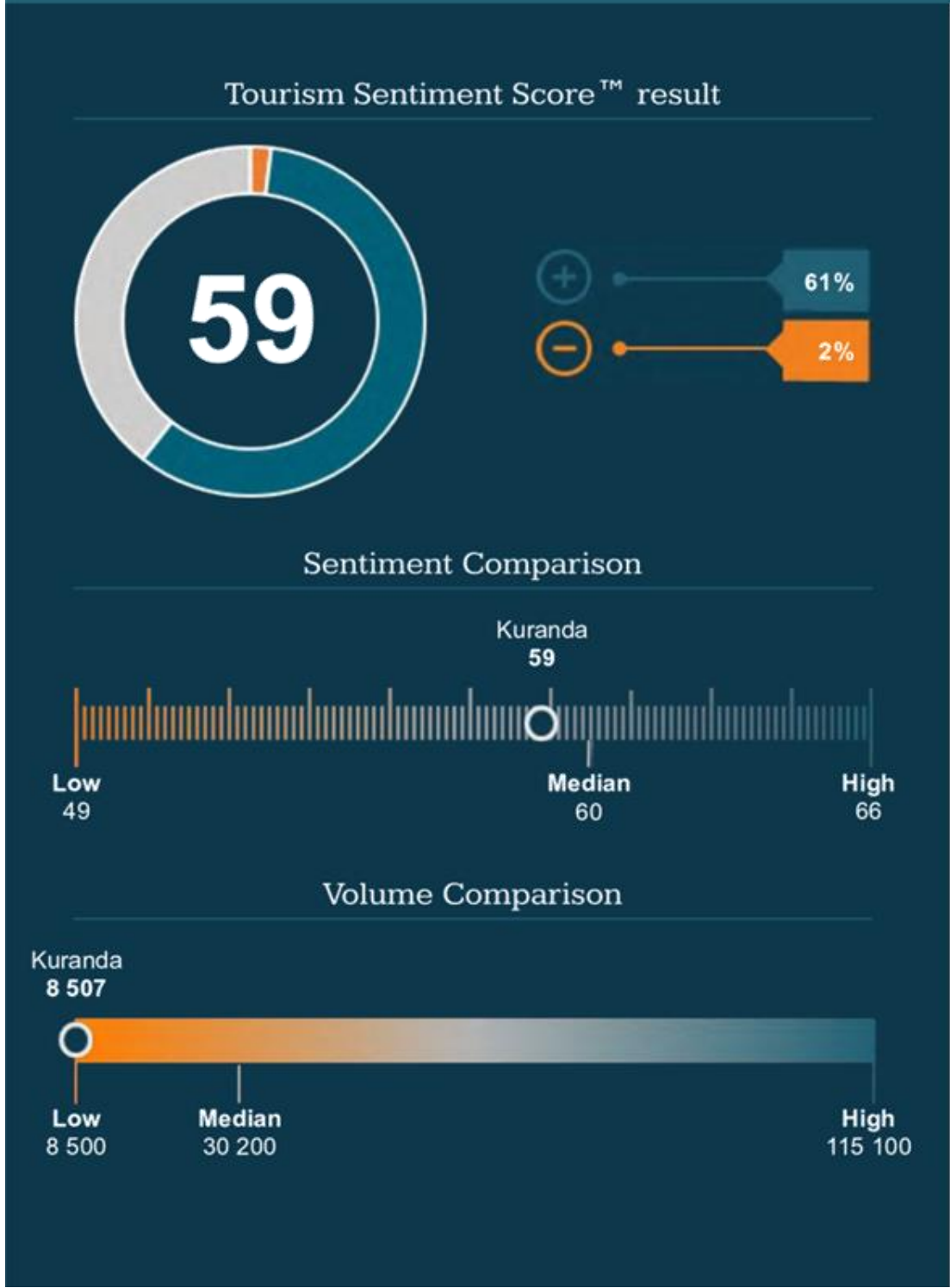
## Amenities + Entertainment

The table below shows the individual tourism assets that make up Kuranda's Amenities + Entertainment category.

Tourism Asset	Sentiment		Volume	
	Kuranda	Comparative Average	Kuranda	Comparative Average
Music + Performance Art	47	40	174	848
Pubs	54	49	143	819
Festivals + Events	27	32	785	2 604
Amenities: Attractions + Landmarks	44	52	1 917	3 593
Amenities + Entertainment Subtotals	40	40	3 019	7 692



# Outdoor Activities



## Outdoor Activities

The table below shows the individual tourism assets that make up Kuranda's Outdoor Activities category.

Tourism Asset	Sentiment		Volume	
	Kuranda	Comparative Average	Kuranda	Comparative Average
Camping	54	55	84	879
Fishing	66	64	104	1 491
Hiking + Rock Climbing	65	70	320	1 578
Wildlife Viewing	58	56	1 222	3 421
Cycling + Biking	55	42	282	790
Nature Viewing	59	61	6 495	20 545
Outdoor Activities Subtotals	59	60	8 507	30 170

# Culture + History

Tourism Sentiment Score™ result



Sentiment Comparison



Volume Comparison

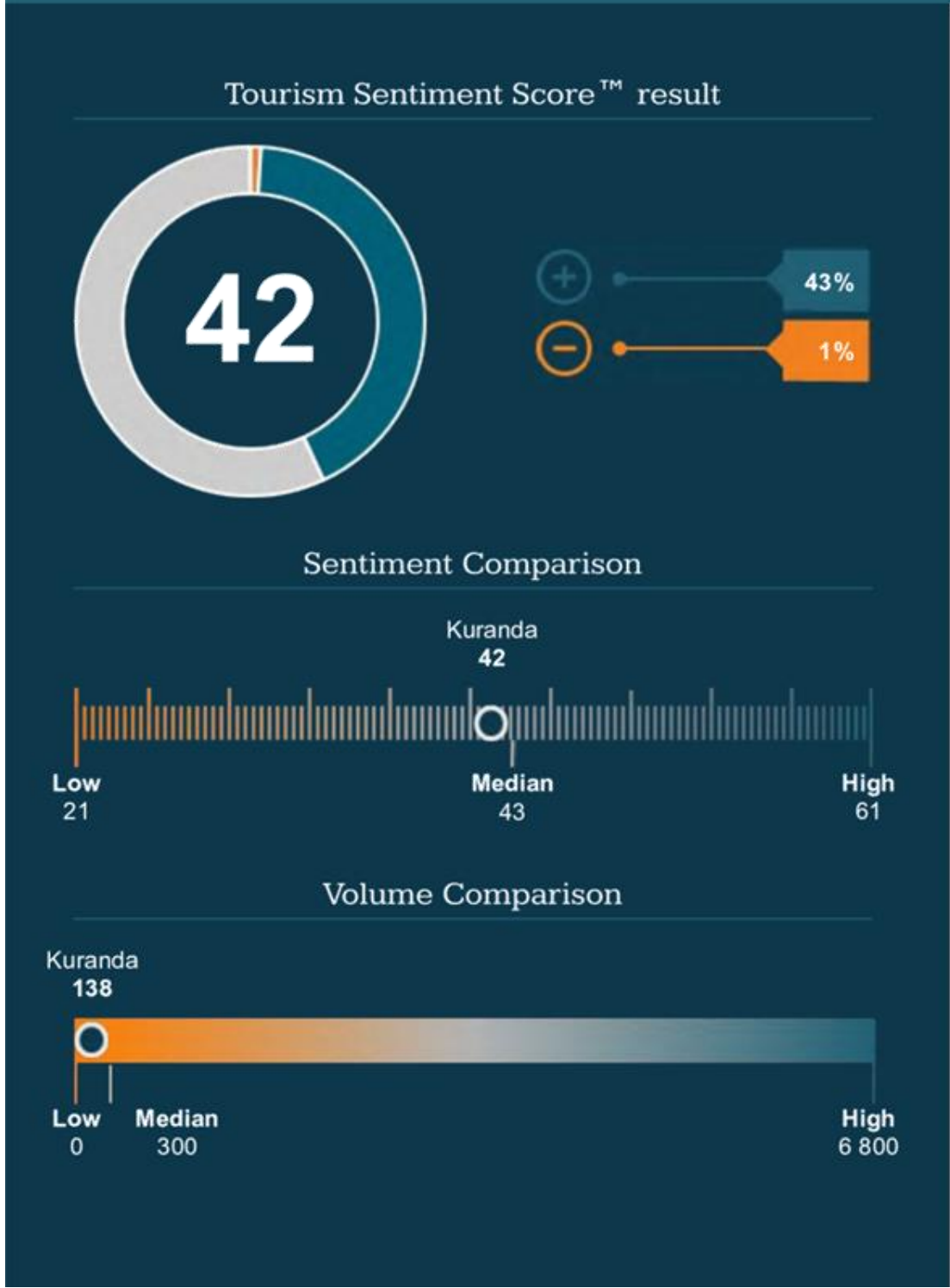


## Culture + History

The table below shows the individual tourism assets that make up Kuranda's Culture + History category.

Tourism Asset	Sentiment		Volume	
	Kuranda	Comparative Average	Kuranda	Comparative Average
Museums + Galleries	47	32	234	287
Street + Public Art	59	53	363	453
Culture + History Subtotals	54	44	597	735

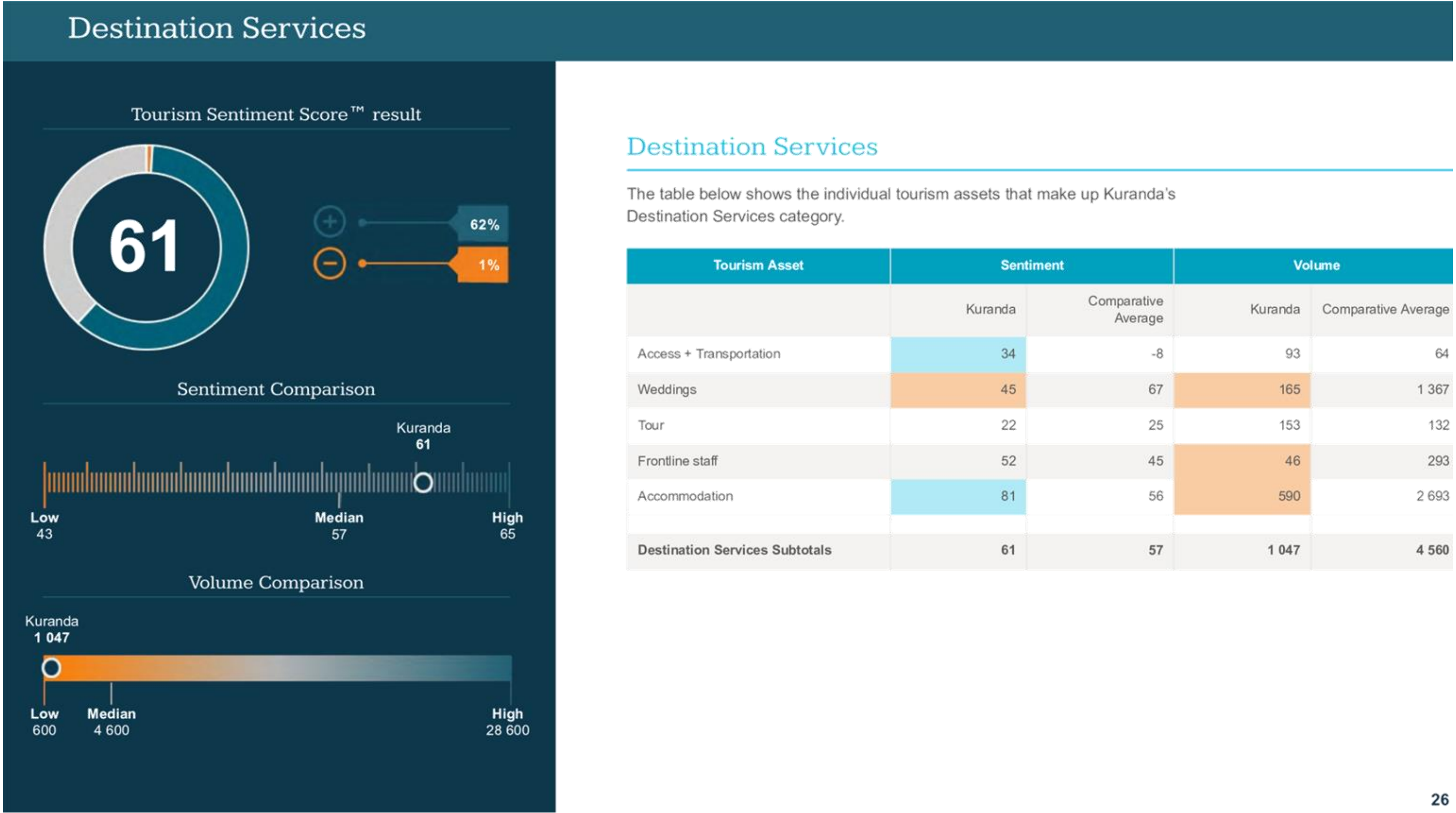
# Relaxation + Wellness



## Relaxation + Wellness

The table below shows the individual tourism assets that make up Kuranda's Relaxation + Wellness category.

Tourism Asset	Sentiment		Volume	
	Kuranda	Comparative Average	Kuranda	Comparative Average
Shopping	36	58	125	112
Spas + Wellness	100	43	13	127
Relaxation + Wellness Subtotals	42	43	138	232



## All Tourism Asset Data

Tourism Asset	Sentiment		Volume	
	Kuranda	Comparative Average	Kuranda	Comparative Average
<b>Food + Culinary</b>				
Food Producers + Farmers Markets	25	53	184	182
Restaurants	60	62	1 037	4 507
Wineries + Wine Tastings	38	38	13	64
<b>Amenities + Entertainment</b>				
Music + Performance Art	47	40	174	848
Pubs	54	49	143	819
Festivals + Events	27	32	785	2 604
Amenities: Attractions + Landmarks	44	52	1 917	3 593
<b>Outdoor Activities</b>				
Camping	54	55	84	879
Fishing	66	64	104	1 491
Hiking + Rock Climbing	65	70	320	1 578
Wildlife Viewing	58	56	1 222	3 421
Cycling + Biking	55	42	282	790
Nature Viewing	59	61	6 495	20 545
<b>Culture + History</b>				
Museums + Galleries	47	32	234	287
Street + Public Art	59	53	363	453
<b>Relaxation + Wellness</b>				
Shopping	36	58	125	112
Spas + Wellness	100	43	13	127
<b>Destination Services</b>				
Access + Transportation	34	-8	93	64
Weddings	45	67	165	1 367
Tour	22	25	153	132
Frontline staff	52	45	46	293
Accommodation	81	56	590	2 693



## Summary

This report provides Kuranda with a view of how it is perceived and discussed among consumers as a travel destination. Everyone in your destination can influence the levels of positive and negative sentiments about its tourism experiences. Based on our analysis of word of mouth about Kuranda, we recommend the following actions for your organization.

### Core Conversation Drivers

Volume is a good indicator of overall awareness. The more people are talking about a specific experience, the more awareness that drives. It is important to ensure that your top awareness generators remain competitive and make positive impressions. The top drivers of conversation for Kuranda are:

- **Nature Viewing**
- **Attractions + Landmarks**
- **Wildlife Viewing**
- **Restaurants**

### Potential Growth Opportunities

While these tourism assets may not generate the most volume, they are generating a high level of sentiment. Because of this, these categories potentially present potential for future growth. Among Kuranda's tourism assets, the following stood out as potential growth opportunities.

- **Museums + Galleries**
- **Cycling + Biking**
- **Festivals + Events**

### Under Performing Assets

Not every aspect of your destination needs to be at the top. However, the following assets within Kuranda fell below the competition for both volume and sentiment.

- **Shopping**
- **Food Producers + Farmers Market**



# Tourism Kuranda

## Strategic Marketing Plan 2019 - 2025

### PRIORITIES

### NEW STRATEGY



➤ A NEW DIRECTION

Tourism Kuranda (TK) is a dedicated destination development and marketing program implemented by Mareeba Shire Council with strategic advice from the Tourism Kuranda Advisory Committee.

## 2019/20 Action Plan

- Conduct and understand visitor research and share the findings
- Review the Kuranda brand - messaging and promises
- Refine all marketing campaign material and strategies using the outcomes of the brand review
- In the meantime, conduct a 12-month digital marketing campaign to promote the 'Kuranda Story' highlighting assets and businesses known to be meeting visitor needs and expectations now
- Review festivals and events
- Encourage tourism operators and other stakeholders to service the changing needs and expectations of visitors, including refreshing and re-inventing visitor experiences to align with the brand promises
- Work with KIAC, local businesses, Council and other agencies to improve the presentation of Kuranda
- Conduct a local operator survey to benchmark the level of awareness and satisfaction in relation to the TK program and level of awareness of visitor feedback and repeat annually
- Continue involvement in key industry and trade events and activities



**Mareeba**  
SHIRE COUNCIL

Contact Tourism Kuranda for more info

**M:** 0427 592 203

**E:** [tk@kuranda.org](mailto:tk@kuranda.org)

**W:** [www.msc.qld.gov.au](http://www.msc.qld.gov.au)



**"This is an honest plan. It acknowledges there are some challenges, but we now have a road map."**

**TK Advisory Committee**

## 2020/21 and beyond...

- Attract the right target markets and increased volume of visitors (pre- and post-arrival in the Cairns region)
- Target the self-drive market
- Target the pre-arrival market by leveraging the marketing resources and activities of TTNQ and TEQ by providing the right information and materials
- Digital marketing outsourced to third party to benefit from better buying power, industry networks and digital expertise
- Encourage local operators, investors and other stakeholders to develop new and re-invented visitor experiences that align with the brand promises
- Continue to advocate for the improved presentation of Kuranda



## 9 INFRASTRUCTURE SERVICES

### 9.1 TMSC2019-21 DESIGN & CONSTRUCT MAREEBA BOWLS FACILITY

**Date Prepared:** 12 August 2019  
**Author:** Manager Technical Services  
**Attachments:** Nil

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#### EXECUTIVE SUMMARY

It is proposed that Council invites the Mareeba Bowls Club to submit an offer under Contract TMSC2019-21 Design & Construct Mareeba Bowls Facility of the bowls clubhouse and synthetic covered bowling green (future Mareeba Bowls Facility) as part of the Cedric Davies Community Hub project. As the Lessee and Management Rights holder of the future Mareeba Bowls Facility, the Mareeba Bowls Club are uniquely placed to deliver the design & construction activities of the project.

#### RECOMMENDATION

That Council:

1. under section 235 (b) of the *Local Government Regulation 2012* invites the Mareeba Bowls Club to submit an offer for the Design & Construction of a clubhouse and synthetic covered bowling green (future Mareeba Bowls Facility) as part of the Cedric Davies Community Hub without first inviting written quotes or tenders; and
2. delegates authority to the Chief Executive Officer to enter into, negotiate, and finalise the contract for TMSC2019-21 Design & Construct Mareeba Bowls Facility with the Mareeba Bowls Club to the maximum value of \$1,000,000 (excluding GST), after consultation with Councillors.

#### BACKGROUND

Council resolved at its Ordinary Meeting of 19 December 2018 to acquire the existing Mareeba Bowls Facility and undertake refurbishment and upgrade works to develop the new Cedric Davies Community Hub. Council has received funding under the Queensland Government's Local Government Grants and Subsidies Program to deliver the entire project.

The following facilities are required to transform the site into a community hub:

- Modifications to the main building to cater for community services and training activities, a space for community events and recreational activities and provide space for a modern multi-faceted library service; and
- Build a clubhouse and synthetic covered bowling green (future Mareeba Bowls Facility);

Under section 235 (b) of the *Local Government Regulation 2012*, a local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

As the Lessee and Management Rights holder of the future Mareeba Bowls Facility, the Mareeba Bowls Club (the Club) is uniquely placed to deliver the design and construction activities for this part of the project. It would be impractical for Council to invite tenders as there is a fixed budget and the Club as the Lessee will determine the requirements for these components.

It is proposed that Council invites the Club to submit an offer under Contract TMSC2019-21 Design & Construct Mareeba Bowls Facility, as part of the Cedric Davies Community Hub project. The Club would be required to engage the services of a suitably qualified architectural or engineering consultancy firm to assist in the delivery of the scope of work.

Details of the exact scope of works will be detailed in the Contract, but will generally include:

- Construction of Bowls Clubhouse Facility;
- Remove one (1) existing lawn bowls green and replace with synthetic equivalent; and
- Installation of shade structure over the synthetic green.

It is proposed that the contract would be a guaranteed maximum price contract, which would ensure that the cost of this scope of work remains below Council's budget allocation for this scope of work. Up to \$1,000,000 (excluding GST) has been budgeted for this scope of work, therefore the maximum value under the contract is proposed to be \$1,000,000. Costs in excess of this approved maximum price would need to be borne by the Club in full, without further contribution from Council.

To allow the timeframes under the grant funding to be met, it is proposed to delegate authority to the Chief Executive Officer under section 257 of the Local Government Act 2009 to enter into, negotiate and finalise the Contract for TMSC2019-21 Design & Construct Mareeba Bowls Facility with the Mareeba Bowls Club after consultation with Councillors.

## **RISK IMPLICATIONS**

### **Financial**

Financial risks to Council will be managed through engaging the Club under a design and construct contract. It is proposed that the contract would be a guaranteed maximum price contract, which would ensure that the cost of this scope of work remains below Council's budget allocation for this scope of work.

### **Infrastructure and Assets**

The new Cedric Davies Community Hub facilities (incorporating the future Mareeba Bowls Facility) will be included in Council's Asset Management System.

## **LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Under Section 235 (b) of the *Local Government Regulation 2012*, a local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

**FINANCIAL AND RESOURCE IMPLICATIONS*****Capital***

It is intended to enter into the contract under the terms of a guaranteed maximum price contract, which will limit Councils exposure to cost over runs.

***Is the expenditure noted above included in the current budget?***

Yes.

***Operating***

Council will engage the Club in a long-term Lease over the new Bowls Facility, which will require the Club to manage the operational costs of the facility.

**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 257 of the *Local Government Act 2009* to enter into, negotiate and finalise the Contract for TMSC2019-21 Design & Construct Mareeba Bowls Facility with the Mareeba Bowls Club after consultation with Councillors.





**9.2 MAREEBA AIRPORT UPGRADING - JULY 2019 PROGRESS REPORT**

**Date Prepared:** 12 August 2019  
**Author:** Manager Technical Services  
**Attachments:** Nil

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**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 July 2019 progress report on the Mareeba Airport Upgrade Project.

**BACKGROUND**Funding

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. Although wet weather experienced during the May/June 2019 period has impacted progress efforts are continuing to expediate the program. Works completed July included the substantive completion of the western runway extension and reconstruction, with the runway opened to use from 1 August.

Works scheduled for August include the strengthening of pavement to the eastern runway, reconstruction of the eastern apron and taxiway and continuation of airfield lighting. The project is scheduled for completion in October 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 and will be commissioned with the airfield lighting.

#### 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.

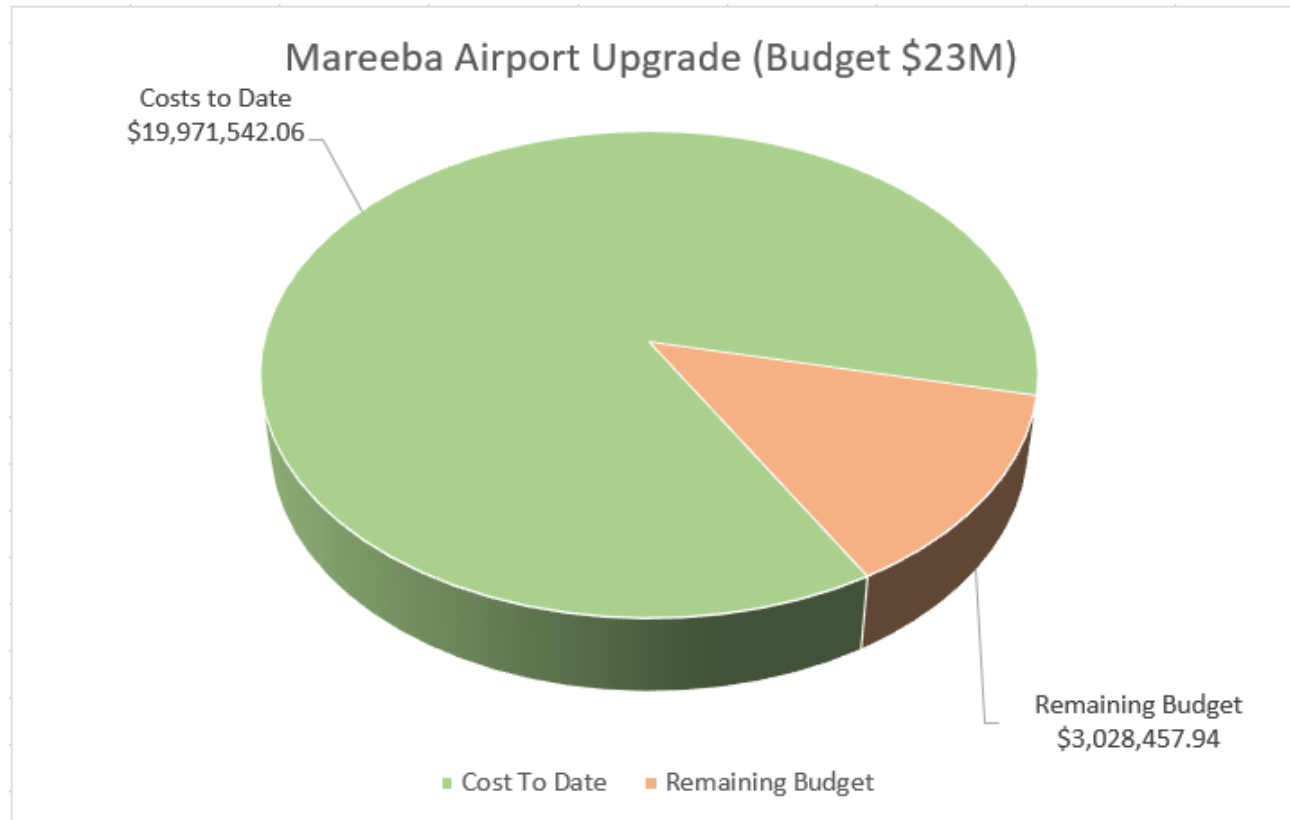
The Method of Working Plan (MOWP) for the runway works was distributed to aerodrome users in December 2018 as per CASA requirements. A MOWP is required for runway and runway strip works that have direct impact on aircraft operations to advise users of the timing and staging of works. The runway work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





8 July 2019 - Sealing Western Section of Runway



1 August 2019 - Western Runway Strengthening, Extension and Pavement Marking





1 August 2019 - Western Runway Extension Strengthening, Extension and Pavement Marking

## **RISK IMPLICATIONS**

### **Financial**

Latent conditions and potential project variations represent normal risks with complex projects, nominal allowances have been made and this will result in an 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.





### 9.3 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES MONTHLY ACTIVITIES REPORT - JULY 2019

**Date Prepared:** 5 August 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 July 2019.

#### RECOMMENDATION

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

#### BACKGROUND

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

DESIGN	
2017/18 Capital Works	<ul style="list-style-type: none"> <li>Anzac Avenue, Mareeba / Ceola Drive Intersection - Detailed design being reviewed</li> </ul>
Works for Queensland Rd 3	<ul style="list-style-type: none"> <li>Anzac Avenue, Mareeba - Pedestrian crossing concept plan</li> <li>Ward Street, Mareeba - Eales Park to Ward Street footpath reinstatement detailed design plans provided for review</li> </ul>
2018/19 Capital Works	<ul style="list-style-type: none"> <li>Mareeba Industrial Estate, Stage 16B, Keegan and Effley Streets Extension - Preliminary civil design drawings being reviewed</li> <li>Anzac Avenue and Ceola Drive Intersection, Mareeba - Detailed design for review and public information plan provided</li> </ul>
2019/20 Capital Works	<ul style="list-style-type: none"> <li>Chettle Road, Arriga, Ch 2.3-4.0 - Detailed design being reviewed</li> <li>Chettle Road, Arriga, Ch 5.5-7.21 - Detailed design underway</li> <li>WWII Markers - Procurement of Markers</li> <li>Anzac Avenue and Ceola Drive Intersection, Mareeba - Detailed design for review and public information plan provided</li> </ul>
Miscellaneous	<ul style="list-style-type: none"> <li>Traffic Counters - Installation at various locations</li> <li>Installation of rural addresses</li> <li>DBYD plans</li> </ul>

	<ul style="list-style-type: none"> <li>• As-constructed plans for external customers</li> <li>• As-constructed plans for Dimbulah Cemetery</li> <li>• Byrnes Street, Mareeba - Footpath Guidelines</li> <li>• NHVR turn paths</li> <li>• Mareeba Landfill - General arrangement plan</li> <li>• McIver Road, Mareeba - Drainage Plans revised and submitted for signing</li> <li>• Walsh and Rankin Streets, Mareeba - Public information plan provided for temporary works</li> </ul>
<b>SURVEY</b>	
2018/19 Capital Works	<ul style="list-style-type: none"> <li>• Ootann Road CH78.2-80.2 (Package 2), Almaden - Construction setout</li> <li>• Mareeba Industrial Estate, Stage 16B, Keegan and Effley Street Extension - Construction Survey setout</li> </ul>
2019/20 Capital Works	<ul style="list-style-type: none"> <li>• Chettle Road, Arriga, Ch5.5-7.21 - Detailed Survey</li> </ul>
Works for Queensland Rd 3	<ul style="list-style-type: none"> <li>• Bailey Street, Mareeba - Detailed Survey</li> </ul>
Miscellaneous	<ul style="list-style-type: none"> <li>• Mareeba Landfill - Survey volume pick-up</li> <li>• MIP - Lot 54 and 55 amalgamation</li> <li>• TMR Almaden to Chillagoe Sealing Project - Detailed and construction survey setout</li> </ul>
<b>SUBDIVISIONS AND INVESTIGATIONS</b>	
Subdivisions <i>(Under Construction)</i>	<ul style="list-style-type: none"> <li>• Bundanoon Stage 2 <ul style="list-style-type: none"> <li>~ On hold pending Ergon approval</li> </ul> </li> <li>• 3 Hilltop Close, Kuranda <ul style="list-style-type: none"> <li>~ Earthworks</li> <li>~ Stormwater</li> </ul> </li> </ul>
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"> <li>• The Edge Stage 2A (Antonio Drive, Mareeba)</li> <li>• 10 James Street, Mareeba - Road Widening</li> <li>• Rodeo Acres Pty Ltd (Mareeba - Dimbulah Road)</li> <li>• Kanjini Co-Op Ltd Stage 2 (Emerald Falls Road, Mareeba)</li> <li>• Develop North (Barnwell Road Upgrade)</li> <li>• Amaroo Stage 10</li> <li>• Mt Emerald Wind Farm Portion B (Private entrance repairs)</li> <li>• Mareeba Roadhouse and Accommodation Park, Williams Close</li> </ul>
Off-Maintenance	<ul style="list-style-type: none"> <li>• 8-10 Forest Close, Kuranda</li> </ul>
Operational Works	<p><u>112 Barnwell property, on-going monitoring of;</u></p> <ul style="list-style-type: none"> <li>• Dam construction completed and being monitored</li> <li>• Access completed and monitoring underway</li> <li>• Nature Base Tourism Works (MCU/17/0012) completed and being monitored</li> </ul>

PROJECT MANAGEMENT	
Civil	<p><u>2017/18 Reseals Bitumen and Asphalt Programmes</u></p> <ul style="list-style-type: none"> <li>• Engaged contractor for line marking of asphalt</li> <li>• Capitalisation and close-out</li> </ul> <p><u>2018/19 Reseals Bitumen Program</u></p> <ul style="list-style-type: none"> <li>• Reseal program and line marking complete</li> </ul> <p><u>2018/19 Reseals Asphalt Program</u></p> <ul style="list-style-type: none"> <li>• Awarded to NQ Asphalt, commenced early July</li> </ul> <p><u>2019/20 Reseals Bitumen</u></p> <ul style="list-style-type: none"> <li>• FNQROC contract extension awarded to FGF</li> </ul> <p><u>KIAC Therwine Street Redevelopment</u></p> <ul style="list-style-type: none"> <li>• Capitalisation and close-out, minor defects to be addressed</li> </ul> <p><u>KIAC Kuranda Wayfinding Signage</u></p> <ul style="list-style-type: none"> <li>• Sign style endorsed by KIAC</li> <li>• Aspect completing detail designs and location plans</li> </ul> <p><u>KIAC Kuranda Barron Falls Walking Trail</u></p> <ul style="list-style-type: none"> <li>• Engagement with Queensland Parks and Wildlife</li> <li>• Native Title Cultural Heritage engagement being undertaken</li> </ul>
Building	<p><u>Arnold Park</u></p> <ul style="list-style-type: none"> <li>• Installation of additional Electrical Services</li> </ul> <p><u>Barang Street Unit Renewals</u></p> <ul style="list-style-type: none"> <li>• Preparation of Tenders for the Renewal of Units</li> </ul> <p><u>Kuranda Recreation Centre</u></p> <ul style="list-style-type: none"> <li>• Investigation of building defects in preparation of sourcing quotes for repairs</li> </ul> <p><u>Rifle Creek Rest Area, Mt Molloy</u></p> <ul style="list-style-type: none"> <li>• Investigation of septic system to address ongoing issues</li> </ul> <p><u>Kowa Street Depot - Roof Replacement, Community</u></p> <ul style="list-style-type: none"> <li>• Quotes sought &amp; received. Contractor to be engaged.</li> </ul>
NDRRA/DRFA	<p><u>6-10 March 2018 Event</u></p> <ul style="list-style-type: none"> <li>• Emergent Works completed, negotiated claim approved QRA</li> <li>• Restoration Works underway; <ul style="list-style-type: none"> <li>~ Flaggy Creek Bridge - September Completion</li> <li>~ Western Roads (Chillagoe West) - Watto's Earthmoving expect completion August 2019.</li> <li>~ Mid-Western Area - Watto's Earthmoving expect completion August 2019.</li> <li>~ Dimbulah Area - Gregg Constructions, expect completion August 2019.</li> <li>~ Mareeba-East Area - Gregg Constructions, expect completion August 2019.</li> </ul> </li> </ul>

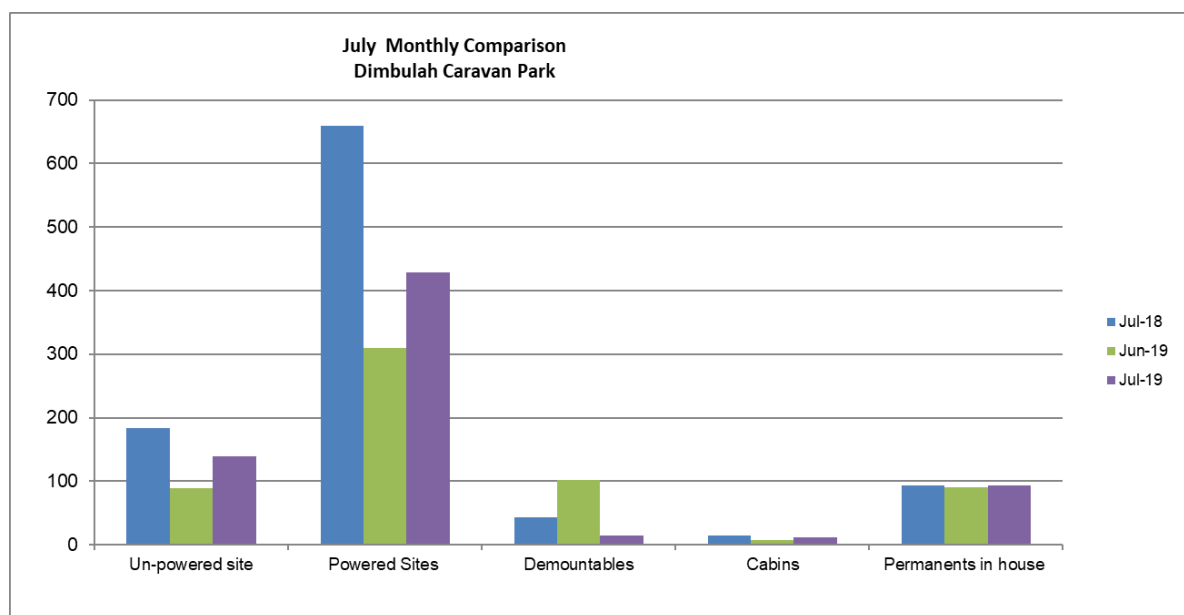
	<ul style="list-style-type: none"> <li>~ Airports (Mareeba and Chillagoe) - various</li> <li>~ Geotech (landslips) - various</li> </ul> <p><u>25 January - 14 February 2019 Event</u></p> <ul style="list-style-type: none"> <li>~ Emergent Works completed June 2019 and QRA Claim submitted July 2019</li> <li>~ Bowers Street repair claim under consideration by QRA.</li> <li>~ Preparation of the Reconstruction of Essential Public Assets program ongoing.</li> </ul>
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<b>FLEET</b>	
Tender	<p><u>Fleet Management and Tracking System</u></p> <ul style="list-style-type: none"> <li>• Further evaluation and clarification being sought from shortlisted tenders.</li> </ul> <p><u>2019-20 Fleet Capital Works Program</u></p> <ul style="list-style-type: none"> <li>• Preparation of Tenders.</li> </ul>

## **FACILITIES**

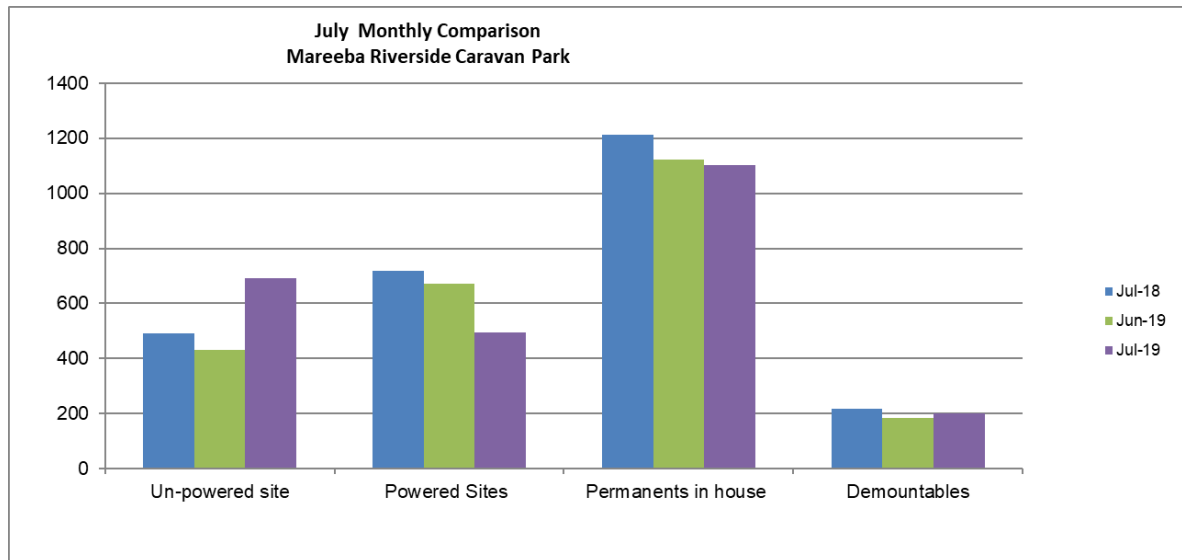
Dimbulah Caravan Park

Total of bookings for July 2019 – 687



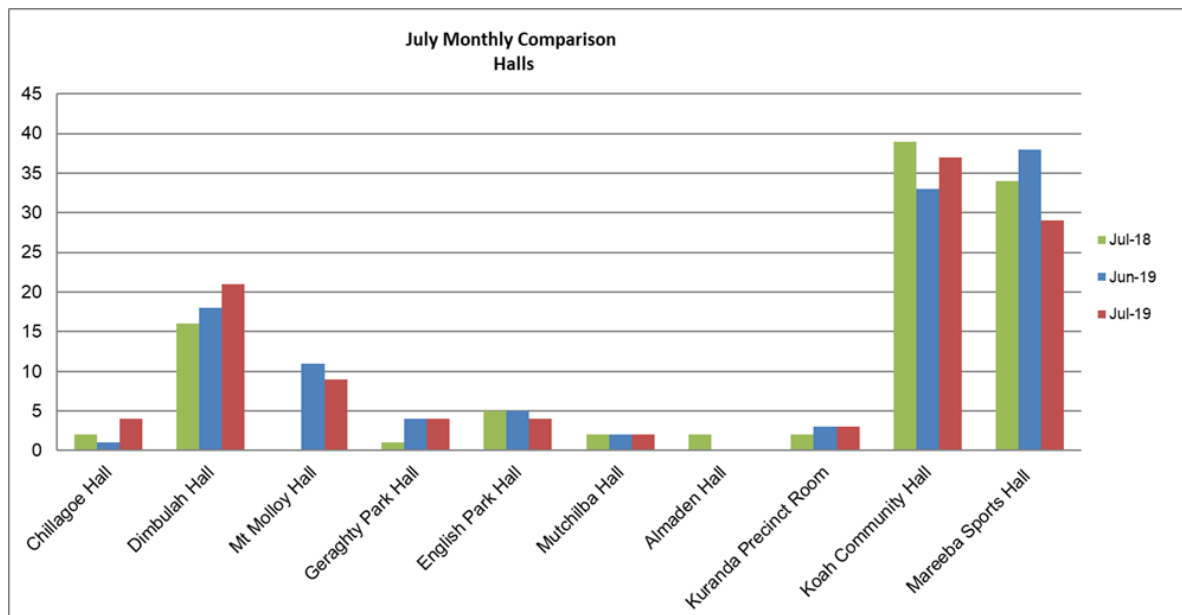
Mareeba Riverside Caravan Park

Total of bookings for July 2019 - 2,489



Public Halls

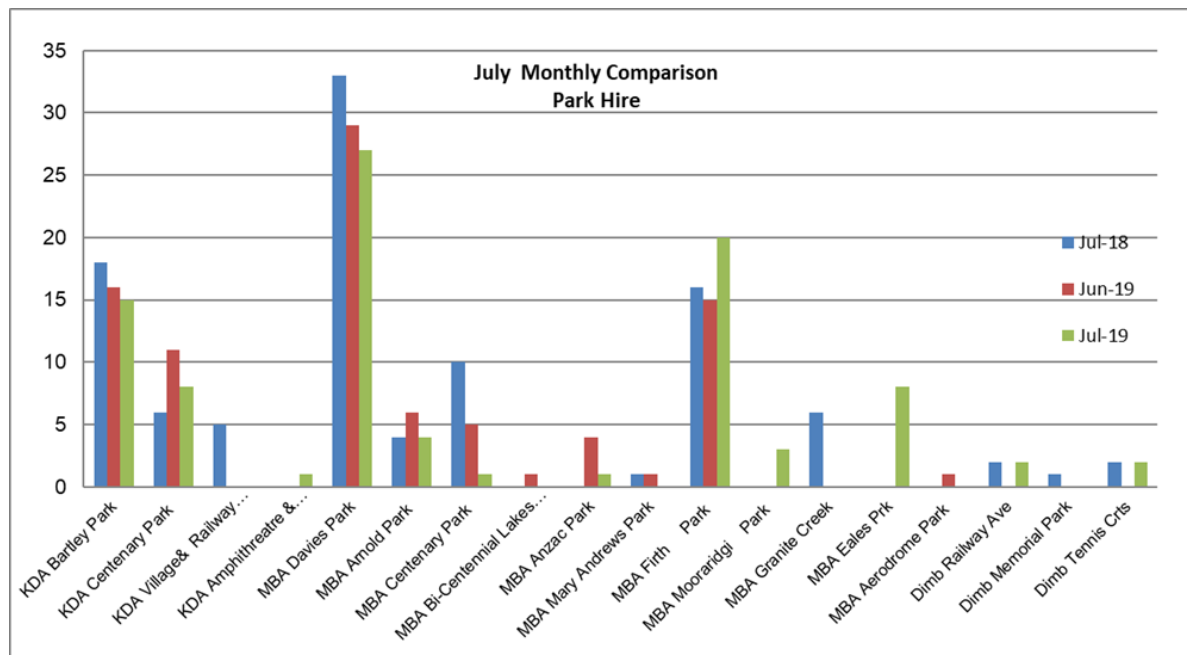
Total of hall bookings for July 2019 - 113



Park Hire

A total of park bookings for July 2019 - 92





### Swimming Pools

Dimbulah Pool closed 19 April for the winter period and will remain closed for filter replacement.  
Kuranda Aquatic Centre 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 failing. Works has commenced on the replacement filter tanks in July.

VANDALISM & GRAFFITI		
Financial Year	Actuals	Comments
2015-16	\$ 2,134	During July 2019, one (1) report of vandalism was recorded. <ul style="list-style-type: none"><li>Mt Molloy Hall</li></ul>
2016-17	\$ 16,546	
2017-18	\$ 23,948	
2018-19	\$ 14,851	
2019-20	\$ 3,518	
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.



**9.4 INFRASTRUCTURE SERVICES, WATER AND WASTEWATER GROUP MONTHLY OPERATIONS REPORT - JULY 2019**

**Date Prepared:** 5 August 2019  
**Author:** Manager Water and Waste  
**Attachments:** Nil

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**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 July 2019.

**RECOMMENDATION**

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

**BACKGROUND****1. Capital Projects and Maintenance Works**Mareeba Industrial Park

Stage 16B of the Mareeba Industrial Park sewer reticulation works are almost complete with the water reticulation work to commence once road works and kerbing have been established.



### Sewer Relining Program

The Sewer Relining Program is progressing well, and the contractor has completed the first stage of specified works in the area from Chewko Road west to the racecourse area and north to Rankin Street. The contractor is currently working south of the Vaughan Street area.

### Mareeba Water Strategy

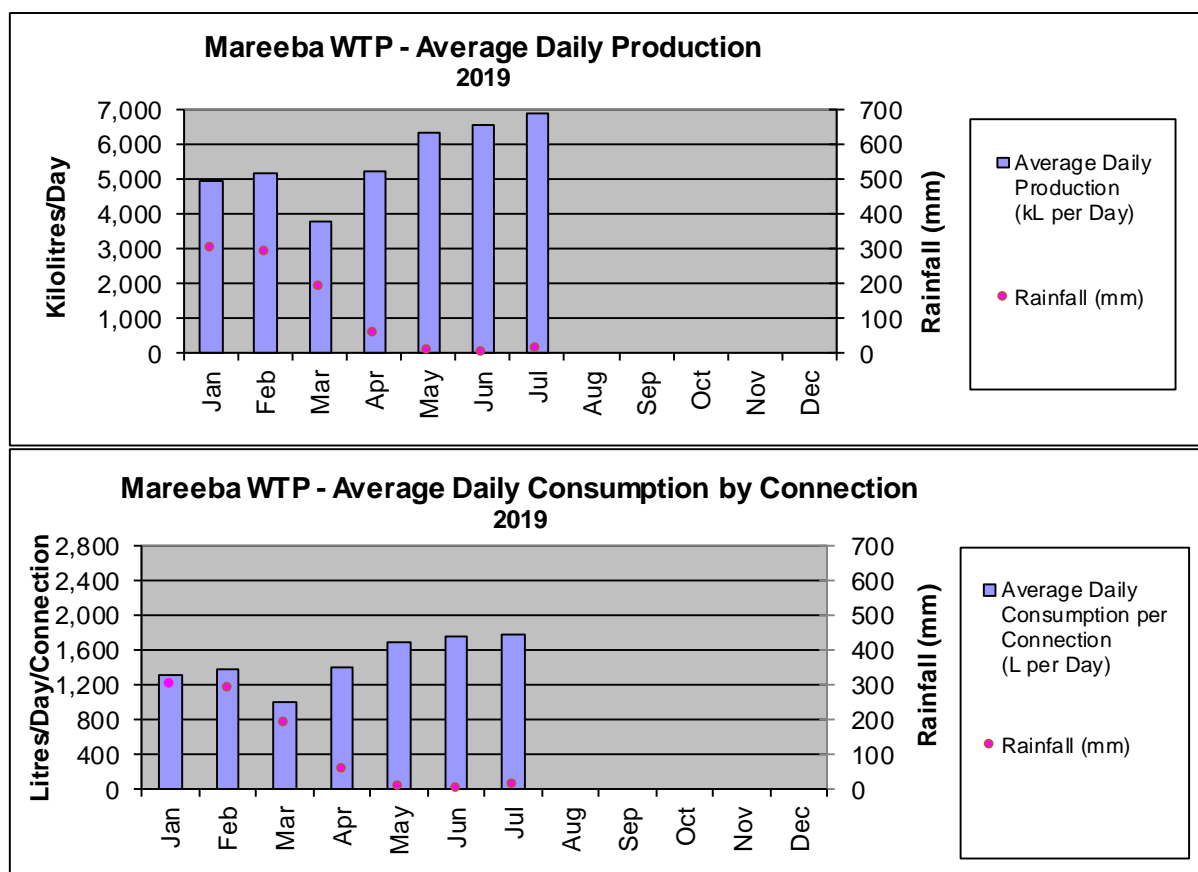
City Water Technology has been engaged to develop a future water strategy for Mareeba. The project is funded by the Department State Development Manufacturing Infrastructure and Planning through the Maturing Pipeline Infrastructure Program (MIPP). The strategy will highlight current issues, identify possible options and help set the future direction and strategy for future water security for the Mareeba township.

The final report is expected to be received by October 2019.

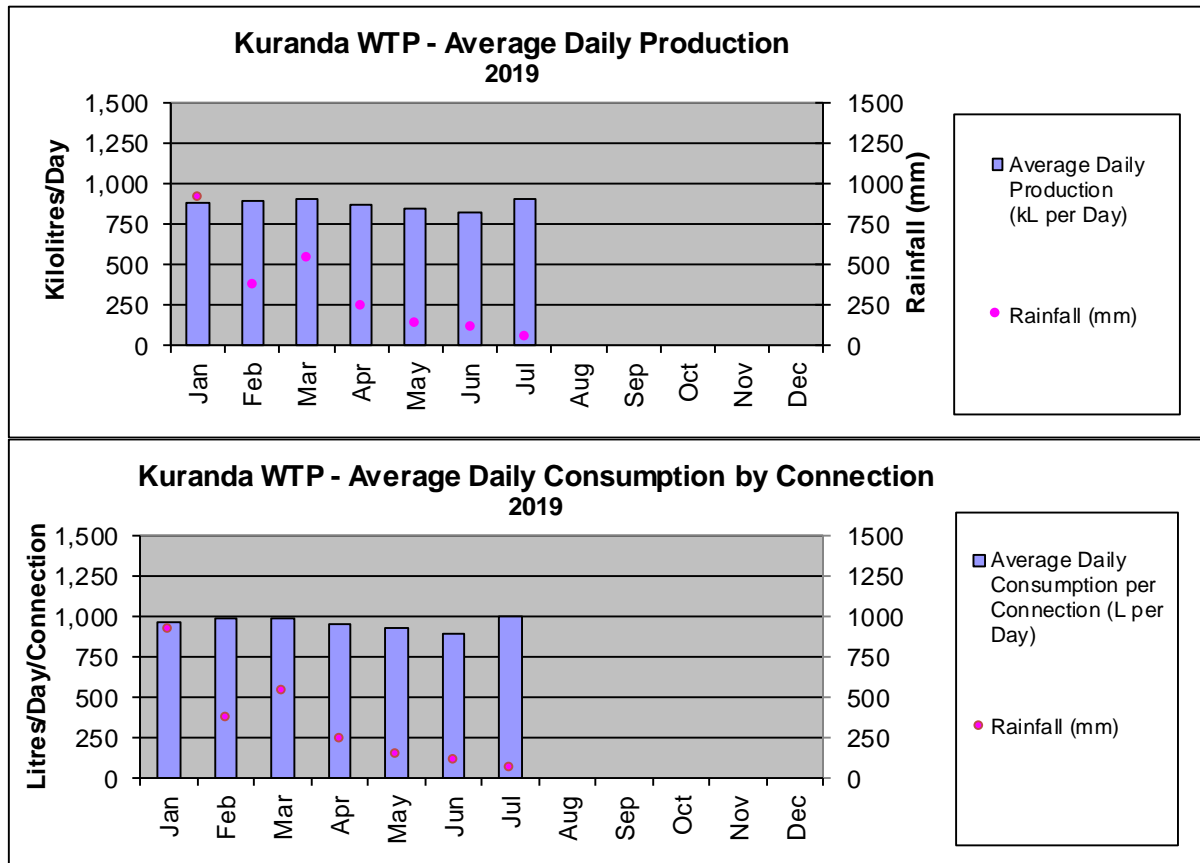
## 2. Chlorine Residual Readings

July 2019	Chlorine Residual Readings 2019 Australian Drinking Water Guidelines Maximum 5mg/L													
	Mon 1st	Wed 3rd	Fri 5th	Mon 8th	Wed 10th	Fri 12th	Mon 15th	Wed 17th	Fri 19th	Mon 22nd	Wed 24th	Fri 26th	Mon 29th	Wed 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	1.13	0.94	1.05	1.01	0.91	1.01	1.13	1.07	1.10	1.12	1.18	0.99	1.04	1.10
Wylandra Drive Mareeba	1.05	0.89	0.91	0.81	0.78	0.64	0.66	0.81	0.79	0.92	0.97	0.88	0.95	0.95
Gregory Terrace Kuranda	1.10	1.06	1.02	1.08	1.03	1.13	1.04	1.03	1.06	1.20	1.05	1.03	1.11	0.96
Mason Rd PS Kuranda	1.19	1.15	1.17	1.25	1.21	1.22	1.17	1.16	1.21	1.10	1.16	1.14	1.14	1.06
Chillagoe	1.26	1.10	1.15	1.22	1.24	1.20	1.22	1.22	1.20	1.22	1.22	1.26	1.20	1.19
Dimbulah	1.54	1.23	1.31	1.31	1.14	1.04	0.96	1.36	1.40	1.17	1.17	1.17	1.10	1.18

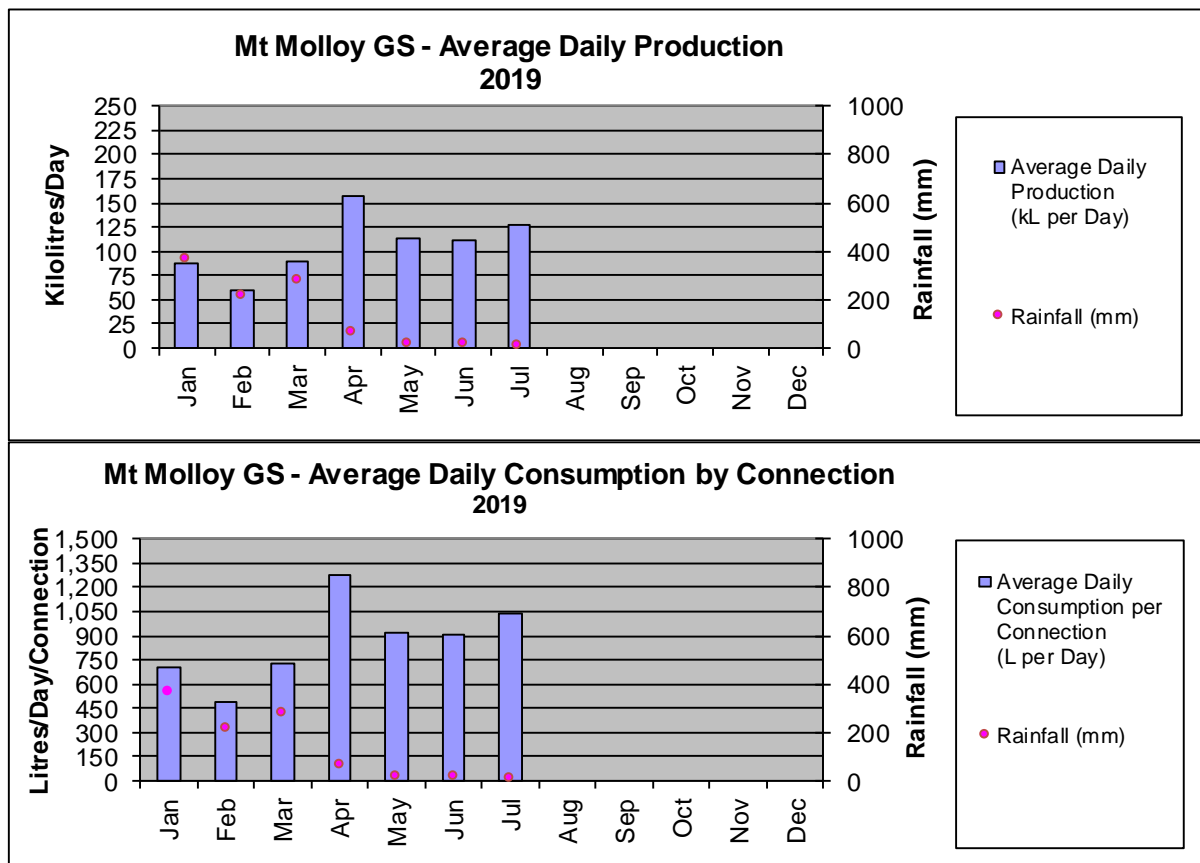
## 3. Mareeba Water Supply Scheme – Operations Data



#### 4. Kuranda Water Supply Scheme - Operations Data

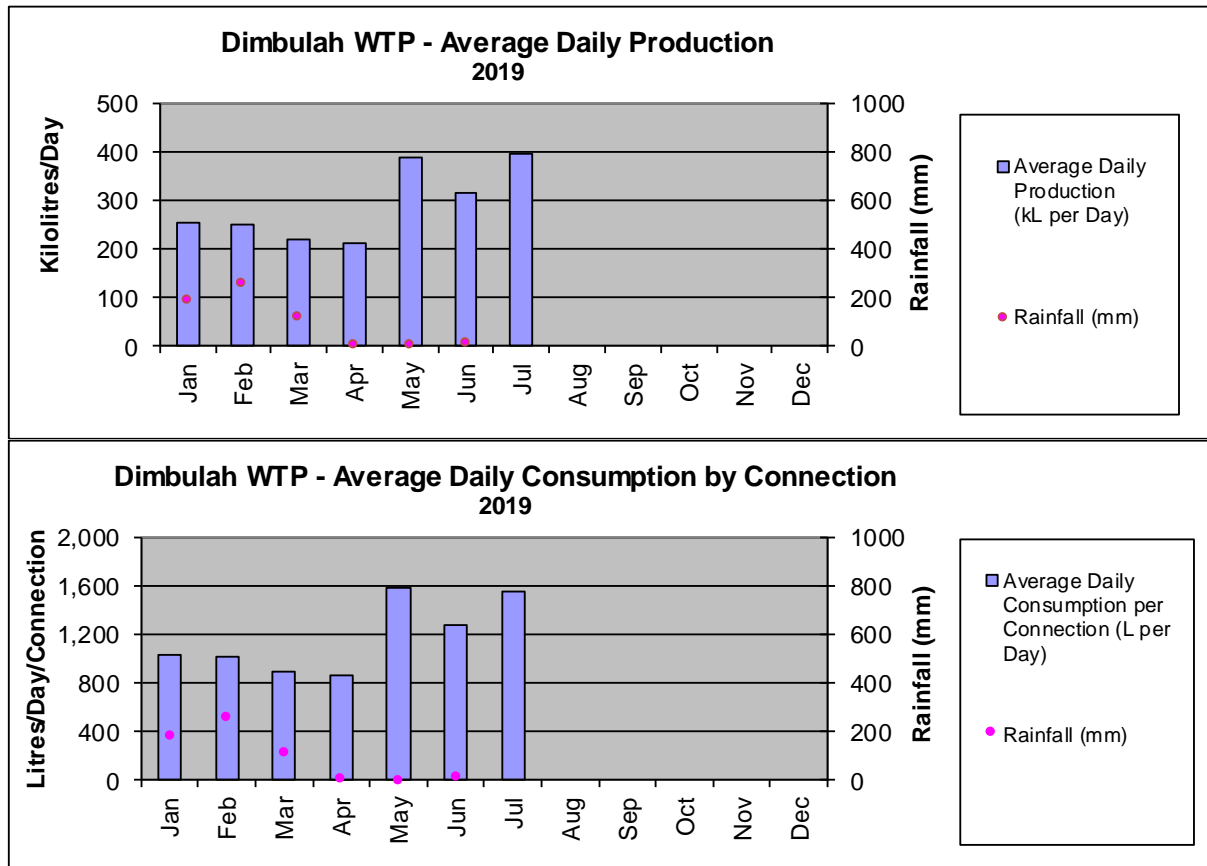


#### 5. Mount Molloy Water Supply Scheme - Operations Data



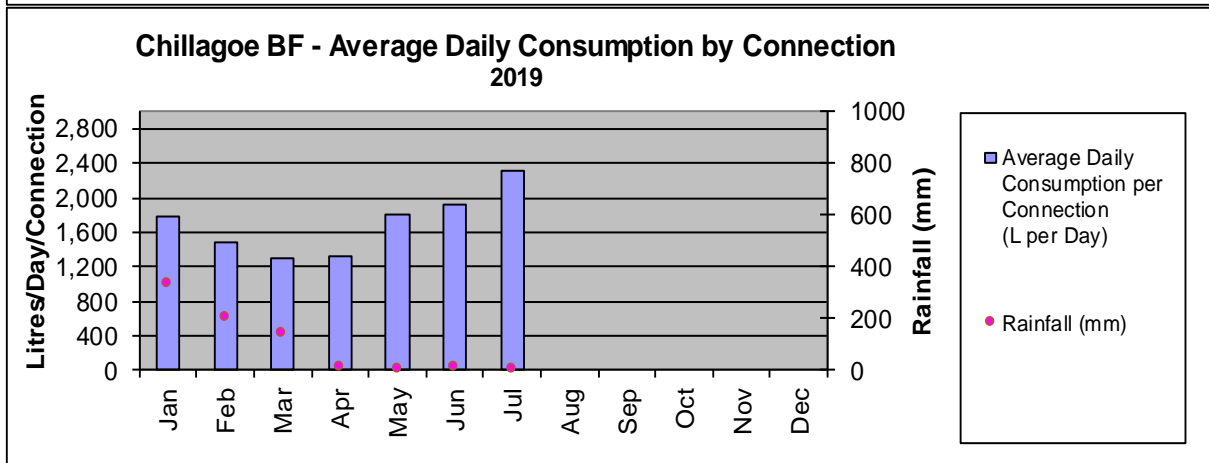
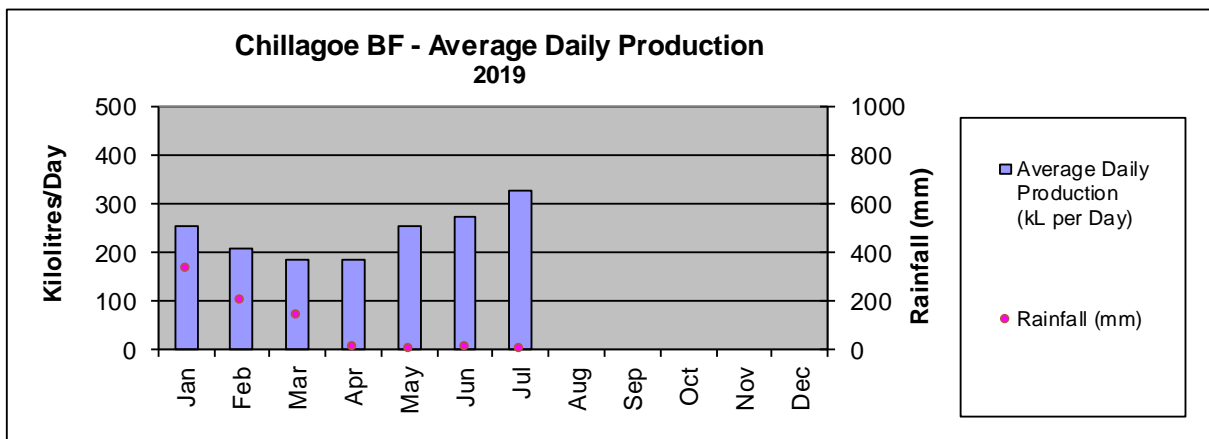


## 6. Dimbulah Water Supply Scheme - Operations Data

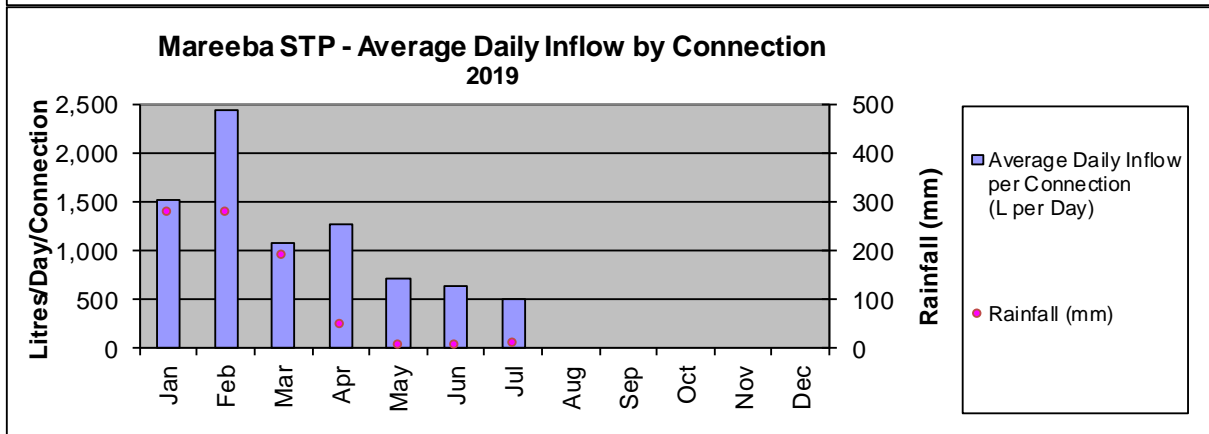
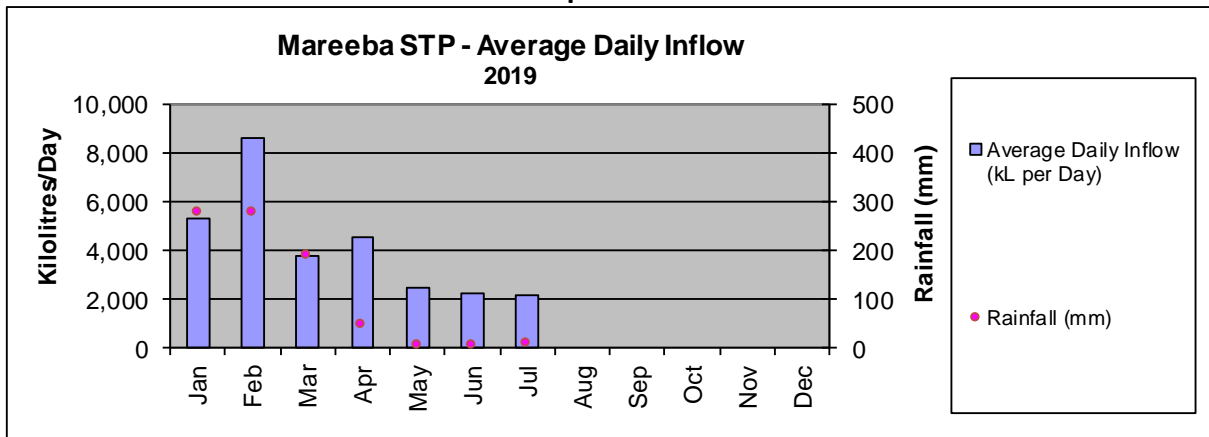


## 7. Chillagoe Water Supply Scheme - Operations Data

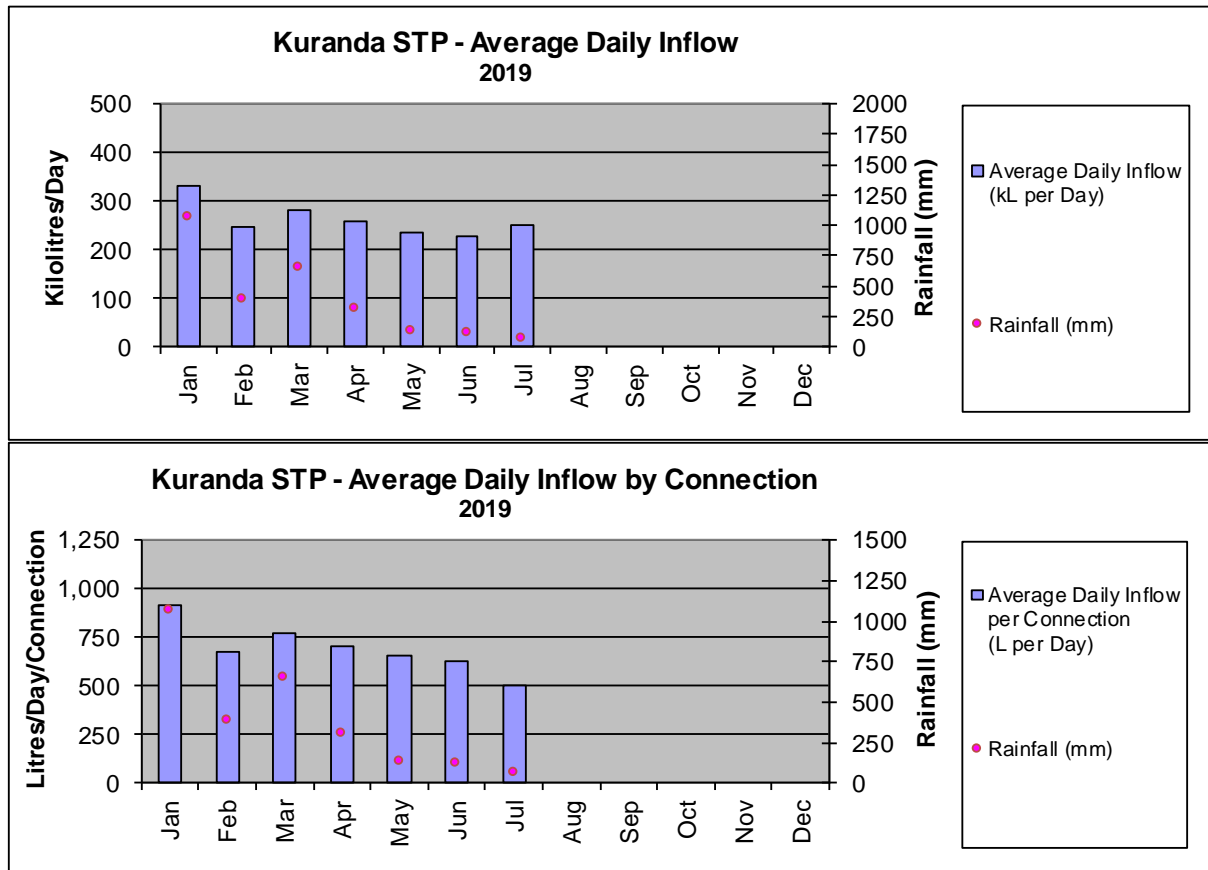
The average daily consumption in Chillagoe has increased despite ongoing water restrictions. The consumption rate will need to be monitored along with bore water depths. Council officers are investigating the option of installing an additional bore that is on the outskirts of Chillagoe which may provide improved reliability for supplying water.



# 8. Mareeba Wastewater Treatment Plant - Operations Data



## 9. Kuranda Wastewater Treatment Plant - Operations Data



### RISK IMPLICATIONS

Nil

### LEGAL/COMPLIANCE/POLICY IMPLICATIONS

As a drinking water service provider, Mareeba Shire Council is required under the *Water Supply (Safety and Reliability) Act 2008* to comply with various legislative and statutory requirements. Council holds an environmental authority issued under the *Environmental Protection Act 1994* to operate water and wastewater treatment facilities.

### FINANCIAL AND RESOURCE IMPLICATIONS

#### Capital

All capital works are listed in and funded by the 2019/20 Capital Works Program.

#### Operating

All operational works are funded by the Section specific 2019/20 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



**9.5 INFRASTRUCTURE SERVICES, WASTE OPERATIONS REPORT - JULY 2019**

**Date Prepared:** 7 August 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 July 2019.

**RECOMMENDATION**

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

**BACKGROUND**

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

**1. Waste Operations**

- 4,115 vehicles entered Mareeba waste facility (to drop off or pick up waste)
- 423 vehicles deposited waste to Mareeba Landfill (total)
- 91 Suez vehicles deposited waste to Mareeba Landfill
- 39 Suez vehicles removed waste from Mareeba Waste Transfer Station (WTS) to recycling facility in Cairns
- 75 m<sup>3</sup> of mulch was removed (purchased) from Mareeba WTS (all domestic sales)
- The Mareeba Landfill rolling average compaction ratio is currently 0.93 tonnes per m<sup>3</sup>
- All transfer stations and Mareeba landfill are currently operational

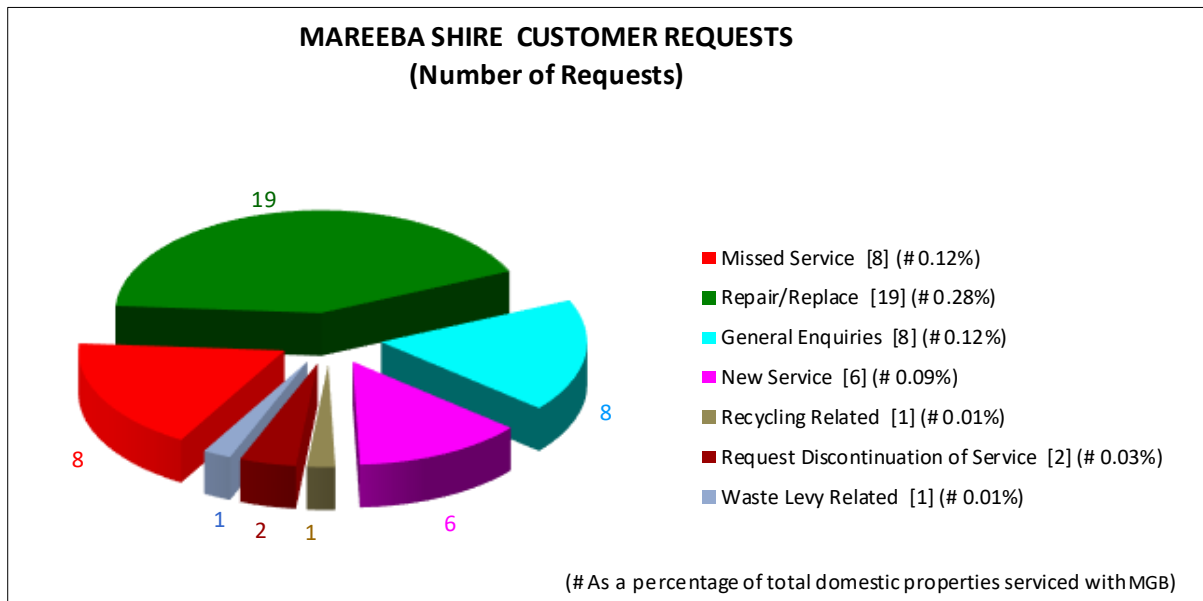
**2. Waste Levy**

- Initial reporting associated with the waste levy indicates that Council has received slightly less landfill waste than was initially expected with the Levy Liability for July being around \$26,000.
- The estimated total for each month was \$28,000 meaning July was slightly below average.
- The amount of funds raised for commercial waste have been adequately covered by fees charged.
- The advance annual payment is projected to cover household costs over the entire year.
- Council should receive the first invoice for the Waste Levy payable for July from the State Government by September.
- Council has not received any formal reports of illegal dumping so far; an inspection of the five (5) most common dumping sites was conducted on 7 August 2019, only one (1) had illegally dumped material present.
- Council has completed all obligations relating to the introduction of the Waste Levy including provision of a baseline volumetric survey of the landfill.

**3. Customer Service Waste Statistics**

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

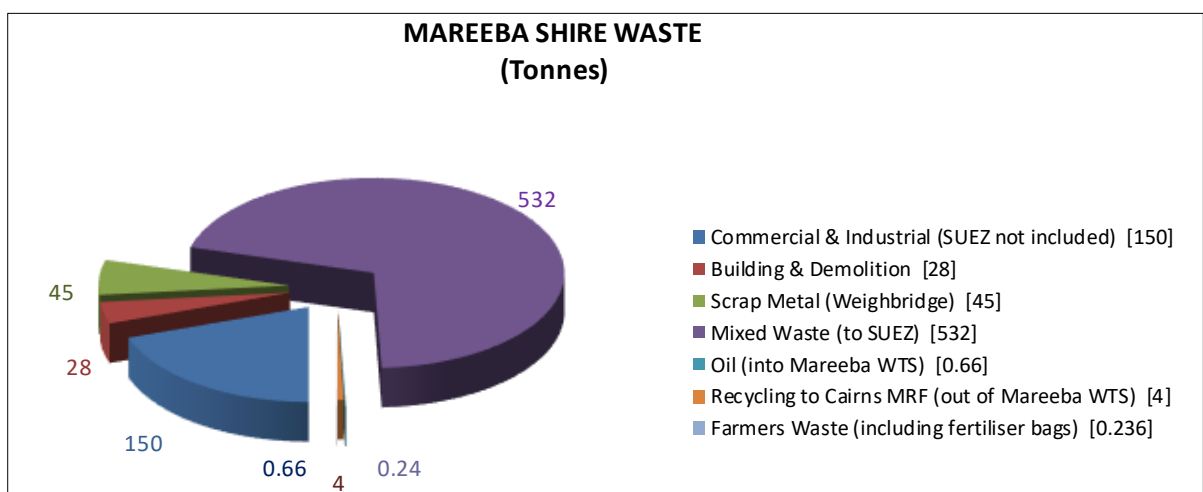
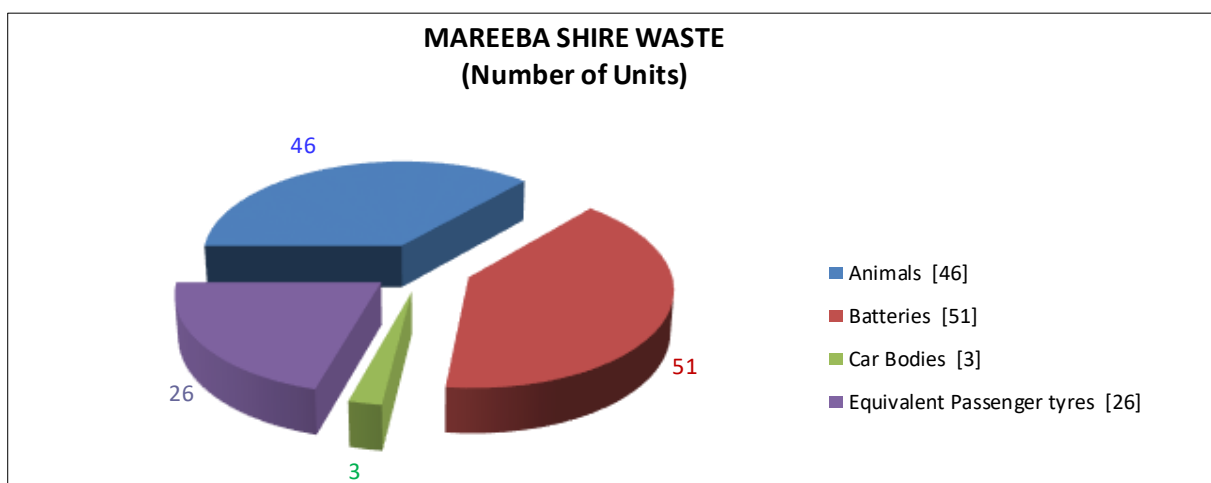




#### 4. Waste Collected at Each of the Transfer Stations

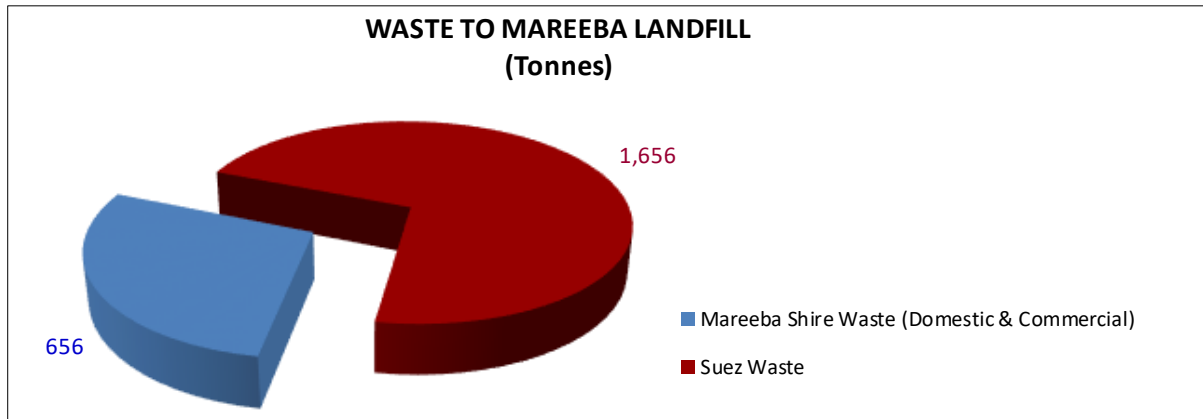
Waste material collected at each of the waste transfer stations is either deposited directly to the Mareeba landfill, recycled or transported to the Suez facility in Cairns for processing.

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



## 5. Waste to Mareeba Landfill

The Mareeba Shire waste shown in the pie chart below is the waste collected at each of the waste transfer stations (Mareeba included) and deposited directly to the Mareeba landfill. The commercial waste shown below is derived from the Suez recycling plant in Cairns and deposited into the Mareeba landfill.



### RISK IMPLICATIONS

#### Environmental

Council holds an environmental authority issued under the *Environmental Protection Act 1994* to operate landfill facilities.

### LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

### FINANCIAL AND RESOURCE IMPLICATIONS

#### Capital

Nil

#### Operating

Nil

### LINK TO CORPORATE PLAN

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

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

### IMPLEMENTATION/COMMUNICATION

Nil



**9.6 TENDER EVALUATION TMSC2019-14 SUPPLY AND LAY ASPHALT OVERLAY/PRIMER SEAL - MAREEBA INDUSTRIAL PARK - STAGE 16B**

**Date Prepared:** 24 July 2019  
**Author:** Manager Works  
**Attachments:** Nil

---

**EXECUTIVE SUMMARY**

Tender TMSC2019-14 is for Supply and Lay of DG14 Asphalt and Overlay Primer Seal at the Mareeba Industrial Park for Stage 16B.

The report provides a comparison of tenders received.

**RECOMMENDATION**

That Council awards Tender TMSC2019-14 for the Supply and Lay of DG14 Asphalt and Overlay Primer Seal at the Mareeba Industrial Park for Stage 16B to NQ Asphalt Pty Ltd for the lump sum amount of \$318,772.00 (including GST).

**BACKGROUND**

Tenders for TMSC2019-14 for Supply and Lay of DG14 Asphalt and Overlay Primer Seal at the Mareeba Industrial Park for Stage 16B closed on 25 June 2019. Below is a list of tenderers and their tendered amount.

<b>Tenderer</b>	<b>Amount (including GST)</b>	<b>Rank</b>
NQ Asphalt Pty Ltd	\$318,772	1
FGF Bitumen Pty Ltd	\$338,600	2
Zafa Contracting Pty Ltd	\$358,196	3
Boral Resources (QLD) Pty Ltd	\$359,649	4

NQ Asphalt Pty Ltd has the experience and key personnel to provide the supply and installation of DG14 Asphalt and Overlay Primer Seal for this project. The tender from NQ Asphalt Pty Ltd is the most advantageous supply and installation arrangement for Council.

**FINANCIAL AND RESOURCE IMPLICATIONS*****Capital***

Included in 2019/2020 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.

**9.7 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - JULY 2019****Date Prepared:** 24 July 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 July 2019.

**RECOMMENDATION**

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

**BACKGROUND****Maintenance Activities**

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

<b>Description</b>	<b>Activity</b>
Ootann Road, Almaden	Clean inlet/outlets culverts, grading unsealed roads
McBean Road, Arriga	General repairs and maintenance, grading unsealed roads
Tyrconnell Road, Arriga	Grading unsealed roads
Healy Road, Chewko	Grading unsealed roads
Aerodrome Road, Chillagoe	Grading unsealed roads, road furniture
Eastern Street, Chillagoe	Grading unsealed roads
Frew Street, Chillagoe	Grading unsealed roads
Georgetown Road, Chillagoe	Grading unsealed roads
King Street, Chillagoe	Grading unsealed roads
Knowe Street, Chillagoe	Grading unsealed roads, road furniture
Weir Road, Chillagoe	Grading unsealed roads
Maniopota Road, Chillagoe	General operations, grading unsealed roads
Pont Street, Chillagoe	Grading unsealed roads
Smelter Road Ch 705, Chillagoe	Grading unsealed roads
Boonmoo Road, Dimbulah	Grading unsealed roads, slashing
Carbonate Creek Road, Dimbulah	Grading unsealed roads
Stephens Street, Dimbulah	Concrete footpath maintenance
Wolfram Road, Dimbulah	Bitumen patching, slashing
Andy Sheppard Drive, Glen Russel	Grading unsealed roads
Hales Siding Road, Irvinebank	Bitumen patching, grading unsealed roads
High Street, Irvinebank	Bitumen patching
Stannery Hills Dam Road, Irvinebank	Grading unsealed roads



Description	Activity
Stannary Hills Road, Irvinebank	Grading unsealed roads
McDougall Road, Julatten	Bitumen patching, slashing
Morrish Road, Julatten	Bitumen patching, grading unsealed roads, road furniture, road inspections
Mount Lewis Road, Julatten	Bitumen patching, grading unsealed roads, road furniture, road inspections
Mount Perseverance Road, Julatten	Bitumen patching, road furniture, road inspections
Black Mountain Road, Julatten	Bitumen patching, road furniture, road inspections, slashing
Koah Road, Koah	Clean inlet/outlets culverts, culvert repairs, general operations, grading unsealed roads, linemarking
Barnwell Road, Kuranda	Bitumen patching, road inspections
Black Mountain Road, Kuranda	Bitumen patching, clean inlet/outlets culverts, grading unsealed roads, road inspections, slashing
Morong Street, Kuranda	Grading unsealed roads, prep work for reseals, road inspections, slashing
Oak Forest Road, Kuranda	Bitumen patching, slashing
Rob Veivers Drive, Kuranda	Bitumen patching, concrete footpath maintenance, road furniture
Spear Road, Kuranda	Grading unsealed roads
Byrnes Street, Mareeba	Concrete footpath maintenance
Margherita Close, Mareeba	Culvert repairs
Vaughan Street, Mareeba	Clean inlet/outlets culverts
Walsh Street, Mareeba	Bitumen patching, road furniture
Walsh/Rankin temporary works, Mareeba	General repairs and maintenance, road furniture
Collins Weir Road, Mutchilba	Grading unsealed roads
McLeod Road, Mutchilba	Grading unsealed roads, slashing
Mutchilba Road, Mutchilba	Grading unsealed roads, road furniture
Tabacum Road, Mutchilba	Grading unsealed roads
Stankovich Road, Mutchilba	Grading unsealed roads
Lappa-Mount Garnet Road, Petford	Grading unsealed roads
Hoey Road, Speewah	Grading unsealed roads, road inspections
Speewah Road, Speewah	Grading unsealed roads
Bischoff Mill Road, Watsonville	Bitumen patching, tree clearing / vegetation management
Eichblatt Road, Watsonville	Grading unsealed roads
Lockyer Lane, Watsonville	Grading unsealed roads
West Bischoff Mill Road, Watsonville	Grading unsealed roads

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

Annual Budget	Year to Date Budget	Year to Date Actual
\$3,541,417	\$293,903	\$422,452

The apparent budget overrun is due to scheduling of unsealed road maintenance and the budget will be managed to equalise by the end of the financial year.

### **Capital Works**

#### **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.

Practical completion of the project was reached 17 July with the application of the final seal. Line marking is programmed for mid-August.







### **Mareeba Industrial Park Stage 16B**

Works Group component of Stage 16B at the Mareeba Industrial Park commenced in early July. The project scope includes the extension of Effley Street, the widening and extending of Keegan Street, the installation of underground stormwater systems, concrete kerbing and channelling, Ergon and NBN conduits, street lighting and the construction of open drains.

The project is programmed for completion mid-December.







**TMR Routine Maintenance Performance Contract (RMPC)**

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

Primary Location	Activity Name
Kennedy Highway - Cairns/Mareeba	Rest Area Servicing
	Slashing - Boom Slashing - Includes Traffic Control
Mulligan Highway - ( Mareeba - Mt Molloy)	Pothole Patching - Includes Traffic Control
Mulligan Highway - (Mt Molloy- Boundary)	Rest Area Servicing
	Other Sign Work
	Roadside Litter Collection - Rural
	Repair or Replace Guard Rail, Barrier Furniture
Mossman - Mt Molloy Road	Culvert, Pipe and Pit Work
	Roadside Litter Collection - Rural
	Pothole Patching - Includes Traffic Control
Herberton - Petford Road	Edge Repair (Manual) min 1 tonne. Includes Traffic Control
Mareeba - Dimbulah Road	Emergency Call Out / Traffic Accident
	Other Sign Work
	Other Surface Drain Work
	Repair Signs (excluding Guide Signs)
Burke Dev Road	Heavy Shoulder Grading Rural - Includes Traffic Control
	Other Surface Drain Work
	Repair Signs (excluding Guide Signs)
	Roadside Litter Collection - Rural

The claim to TMR for the month of July 2019 was still being finalised at the time of preparing this report but is estimated to be approximately \$73,500.

**Parks and Gardens Section****Maintenance Activities**

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

<b>1. Location</b>
2. Street Mowing, Mareeba
3. Parks, Library, CBD and Streets, Kuranda
4. Byrnes Street Medians, Mareeba
5. Davies Park, Mareeba
6. Geraghty Park, Julatten
7. Street Mowing, Bibbohra
8. Vains Park, Mt Molloy
9. Furniture and Playground Equipment, Mareeba
10. Molloy Road Approaches, Mareeba
11. Wetherby Park, Mt Molloy
12. Borzi Park, Mareeba
13. Anzac Avenue, Mareeba
14. Rifle Creek Rest Area, Mt Molloy
15. Eales Park, Mareeba
16. Walking Track, Costin Street to Morrow Street, Mareeba

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

Annual Budget	Year to Date Budget	Year to Date Actual
\$1,945,559	\$156,260	\$116,753

### **Bridge Section**

#### **Maintenance Activities**

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

Structure	Road	Chainage	Area
Bridge	Oak Forest Road	7285	Kuranda
Causeway	Beh Road	630	Paddy's Green
Major Culvert	Pin Road	1515	Mutchilba
Major Culvert	Fumar Road	3128	Mutchilba
Major Culvert	Price Creek Road	457	Mutchilba
Causeway	Carman Road	354	Paddy's Green
Major Culvert	Mutchilba Road	302	Mutchilba
Major Culvert	Horse Creek Road	615	Mutchilba
Major Culvert	Speewah Road	690	Speewah
Major Culvert	Mahogany Avenue	372	Speewah
Major Culvert	Speewah Road	1183	Speewah
Major Culvert	Emerald End Road	1220	Mareeba
Major Culvert	Boonmoo Road	1856	Dimbulah
Major Culvert	Boonmoo Road	5995	Dimbulah
Major Culvert	Boonmoo Road	7180	Dimbulah
Major Culvert	Stoney Creek Road	726	Speewah
Major Culvert	Fumar Road	2033	Mutchilba
Major Culvert	Martin Avenue	373	Mareeba
Causeway	No Name Road	140	Arriga
Major Culvert	Springmount Road	20256	Arriga
Major Culvert	Fassio Road	5842	Paddy's Green
Major Culvert	Narcotic Creek Road	1355	Chewko
Major Culvert	Fassio Road	4882	Paddy's Green
Causeway	Henry Hannam Drive	7687	Mareeba
Causeway	Henry Hannam Drive	9603	Mareeba
Causeway	Fassio Road	7990	Paddy's Green
Causeway	Springs Road	3922	Paddy's Green
Causeway	Springs Road	5320	Paddy's Green
Bridge	Springs Road	1176	Paddy's Green
Bridge	Barron Street	343	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
\$633,064	\$52,235	\$26,943



**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
\$516,878	\$38,462	\$36,674

**Wild Dog Control:** Nine cattle properties in the gulf country were coordinated into catchment areas and were aerial baited with 1080 poison baits. The combined area of the properties was 1,070,600 hectares. One third of that area was also baited for feral pigs.

**Parthenium Weed:** The three historical sites are still in a management phase. The landowners who oversee the removal are working well and the sites are close to being eradicated.

The new site on Studt Road is being managed by our Land Protection staff and the landowner. The landowner will take charge of the control works from here on with officers on progress.

A new incursion has been found at the Koah Transfer Station. The transfer station operator has been notified and Land Protection officers have carried out an initial treatment and will maintain the site into the future.

**Gamba Grass:** Council's Land Protection Coordinator attended the Gamba Grass Best Practice Control Workshop in Cairns on July 31. On-ground operators from all over Northern Australia have had input into a manual that will be produced by CSIRO and it is intended that the manual will be a hand-out from Councils to provide to affected landowners.

**Jatropha Species:** Extended surveys have been undertaken on Emu Creek from the source of the infestation on Laheys Creek to Petford. New incursions have been chemically treated and the sites added to Mareeba Shire's Weed Mapping layer.

**Siam Weed:** Council officers received a call direct from a landowner requesting an identification of a weed on Sandy Creek, a main feeder creek of Rifle Creek in Mt Molloy.

Land Protection staff walked the section of creek line in the company of the landowner and were able to confirm that the pest was Siam Weed. Siam Weed is high on the target weed list of Council's Local Area Land Protection Plan.

It was apparent that not only was the weed impacting on the viability of the farms primary production but, if not treated, would infest Sandy Creek, Rifle Creek and eventually enter the Mitchell River with the probability that it would affect primary industry all the way to the Gulf while at the same time disrupting the ecology and biology of the Mitchell River Catchment.

With the support of the local property owners, Council commenced a full survey of the upper catchment to;

- determine the extent of the incursion,
- remove all flowers and immature seeds from the weeds and to securely bag and deep bury them at Council's Landfill site,
- remove all plants using integrated control measures; hand pull, dig them out, blanket spray thickets and cut and swab big individual plants,
- map the area of infestation so that follow up treatment could take place and add the sites to Mareeba Shire's Weed Mapping layer.

It was proven that the infestation runs out just above the junction of Sandy Creek and its confluence with Rifle Creek. The area has been thoroughly searched and Land Protection officers are confident that all plants have been removed.

It is now the responsibility of the landowner to control this infestation in the future. Officers will inspect the site regularly to be sure it is treated in a timely way if required.

Regular spot surveys will be conducted on the catchment below the incursion area as a precaution.

**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 and 2019/20 Capital Works Program.

***Operating***

All operational works are funded by the Section specific 2019/20 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



**10 OFFICE OF THE CEO****10.1 COUNCILLOR ATTENDANCE AT CONFERENCES**

**Date Prepared:** 26 July 2019  
**Author:** Chief Executive Officer  
**Attachments:** Nil

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**EXECUTIVE SUMMARY**

The purpose of this report is to obtain Council approval for the attendance of Councillors at the following conferences:

- Local Government Association Queensland (LGAQ) Waste Forum - Brisbane 29-30 August 2019;
- LGAQ Annual Conference - Cairns 14 - 16 October 2019; and
- Australian Local Government Association National Local Roads and Transport Congress - Hahndorf 18-20 November.

**RECOMMENDATION**

That Council:

1. Approves the attendance of Crs Brown and Davies at the LGAQ Waste Forum to be held in Brisbane 29-30 August 2019;
2. Approves the attendance of Crs Brown, Davies, Graham, Pedersen, Toppin and Wyatt at the LGAQ Annual Conference in Cairns 14-16 October 2019; and
3. Approves the attendance of Cr Davies at the Australian Local Government Association National Local Roads and Transport Congress - Hahndorf 18-20 November.

**BACKGROUND**

The LGAQ Waste Forum was convened to discuss the rapidly changing waste and recycling environment and the challenges and opportunities that this presents for Queensland councils to create a 'zero waste to landfill' future.

The LGAQ Annual Conference provides an important opportunity for councils to not only network and learn but also to debate and vote on new policy. The event doubles as the Association's AGM.

The Australian Local Government Association National Local Roads and Transport Congress is an annual event explores the future of transport mobility in Australia and the importance of all levels of government and the private sector working together to plan and deliver integrated infrastructure.

**RISK IMPLICATIONS**

Nil

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Nil

## FINANCIAL AND RESOURCE IMPLICATIONS

### ***Capital***

Nil

### ***Operating***

Yes

### ***Is the expenditure noted above included in the current budget?***

Yes

## LINK TO CORPORATE PLAN

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

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

## IMPLEMENTATION/COMMUNICATION

N/A

**10.2 NAMING OF MAREEBA GYMNASTICS FACILITY IN HONOUR OF ARTHUR RANDOLPH LANE**

**Date Prepared:** 8 August 2019

**Author:** Chief Executive Officer

**Attachments:** 1. Correspondence Regarding Naming of Mareeba Gymnastics Facility [↓](#)

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**EXECUTIVE SUMMARY**

Correspondence provided to Council by Arthur Alan Lane has provided extensive research and supporting documentation to identify Arthur Randolph Lane with strong connections and community involvement in the Mareeba Shire from approximately 1918 until 1957. His predominant passion was in the sport of gymnastics and for this reason it is proposed that the Gymnastics Facility located at 31-39 Abbott Street, Mareeba, be named in his honour.

**RECOMMENDATION**

That Council approve the naming of the facility at 31-39 Abbott Street, Mareeba (Mareeba Gymnastics Hall) after Arthur Randolph Lane.

**BACKGROUND**

Arthur Randolph Lane was heavily involved in both the Gymnasium and Rifle Club in Chillagoe before moving to Mareeba between 1913 and 1918. Arthur taught many hundreds of children and adults in the sport of gymnastics throughout his thirty plus years of community service in Mareeba, ending only a couple of years prior to his death, aged 75 years.

Lane was also the founding member for the first gymnastics club in Mareeba in the late 1920's. The sport of gymnastics today is one of the largest sporting clubs within the shire and its' prominence is evidenced by the success and strong following under the Mareeba Gymnastics Club, for which family members of Lane have been a part of more recently for ten plus years.

Further accolades of Arthur Randolph Lane relate to his riflery and his blacksmithing which he was well known for in his day.

Both Council and the Mareeba Gymnastics Club feel that it is a fitting and deserved accolade that the council-owned facility currently occupied by the Gymnastics Club at 31-39 Abbott Street, Mareeba, be named in honour of Arthur Randolph Lane.

**FINANCIAL AND RESOURCE IMPLICATIONS*****Capital***

Nil.

***Operating***

A small cost to purchase and install signage and undertake a naming ceremony will be accommodated for within existing operational budgets.



**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.

**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 originating correspondent, Arthur Alan Lane, will be contacted to advise of the outcome. Further discussions with the Mareeba Gymnastics Club will be undertaken and local family members of Arthur Randolph Lane will be invitees to a future naming ceremony.

**Kate Bertola**

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**From:** Mareeba Gymnastics Club Committee <committee@mareebagymnastics.org.au>  
**Sent:** Wednesday, 14 August 2019 9:35 AM  
**To:** Peter Franks  
**Subject:** Naming of Gymnastics Building  
**Importance:** High

Hi Peter,

Further to your correspondence dated 25 March 2019, I can confirm that the matter of historical significance was considered at our committee meeting on 13 June 2019. The club accepts council's recommendation to name the Abbott Street facility in honour of Arthur Randolph Lane and asks that Council makes all relevant arrangements and covers all costs relating to signage and an honorary opening. The club is accepting of a sign affixed to the building displaying words to the effect of "Arthur Randolph Lane Gymnastics Facility". Please feel free to liaise with us to ensure appropriate dates and signage positioning is provided. It may also be appropriate for Mr Lane's family to be contacted in regards to this request, our club President, Jennifer McCarthy, may be able to assist further in this matter.

Regards,

--

Mareeba Gymnastics Committee  
31-39 Abbott Street  
Mareeba Qld 4880  
Phone: 07 4092 5113



**10.3 BEQUEST TO COUNCIL FROM THE LATE LAURENCE JOHN TRACONA**

**Date Prepared:** 9 August 2019  
**Author:** Chief Executive Officer  
**Attachments:** Nil

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**EXECUTIVE SUMMARY**

Council has received notification from Apels Solicitors, on behalf of the Executors of the estate of Laurence John Tracona who sadly passed away on 7 April this year, that he has made a bequest to the Mareeba Shire Council. The bequest is to the amount of \$55,000 to revitalise and enhance Byrnes St, Mareeba and the Mareeba Central Business District (CBD) generally.

**RECOMMENDATION**

That Council gratefully accepts the bequest and identifies an appropriate project to utilise the funds on.

**BACKGROUND**

Council has received notification from Apels Solicitors, on behalf of the Executors of the estate of Laurence John Tracona who sadly passed away on 7 April this year, that he has made a bequest to the Mareeba Shire Council. The bequest is to the amount of \$55,000 to revitalise and enhance Byrnes St, Mareeba and the Mareeba CBD generally.

It is proposed that this generous bequest is accepted and the necessary process that is required is followed so the funds may be transferred to Council.

The funds will be placed into reserves until such time that Council identifies a suitable project that is in line with the purpose of the bequest. Council has allocated funds in this year's budget for upgrade works in Byrnes St and it may be appropriate that a suitable project be identified that could occur at the same time.

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

Nil, other than the fact that the funds should be spent revitalising and enhancing Byrnes St, Mareeba and the Mareeba CBD generally .

**FINANCIAL AND RESOURCE IMPLICATIONS*****Capital***

Nil

***Is the expenditure noted above included in the current budget?***

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**

Apels Solicitors be informed of Councils decision.

**10.4 REQUEST FOR ASSISTANCE - COUNTRY MUSIC FESTIVAL**

**Date Prepared:** 9 August 2019  
**Author:** Chief Executive Officer  
**Attachments:** Nil

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**EXECUTIVE SUMMARY**

Council has been approached with a request for financial assistance to engage a contractor to establish the feasibility of and undertake the necessary plan arrangement to hold a large scale three (3) day Country Music Festival in Mareeba. Such festivals have the potential to not only inject funds into the local economy but also promote the area as well.

**RECOMMENDATION**

That Council contributes \$5,000 sponsorship towards the engagement of a contractor to undertake the feasibility process for a Country Music Festival to be held in Mareeba.

**BACKGROUND**

Council has been approached by Nipper Brown with a request for financial assistance to engage a contractor to establish the feasibility of and undertake the necessary plan arrangement to hold a large scale three (3) day Country Music Festival in Mareeba. Approaches have been made to a number of local organisations to support this initiative and the Mutchilba Community Centre have agreed to auspice the event.

If the required \$40,000 sufficient funds can be raised, the proposal is that Sound Australia, a well-known music promoter, would be engaged to undertake a detailed feasibility study and the preliminary planning required to hold the festival. Sound Australia have been the promoters/organisers behind a number of successful festivals including the CMC festival in Ipswich and the Winton's Way Out West Fest.

Should the feasibility study be promising the plan is then to engage an investment partner to actually co-fund the event and we have been informed that a potential partner has already expressed an interest.

The proponents concept is to hold the first festival next year on 2 to 4 October 2020, which is the Queen's Birthday long weekend. Their proposed venue is the Rodeo grounds at Kerribee Park, which hosts the annual Mareeba Rodeo and other large events such as the Rotary Field Days and provides a venue for many 'grey nomads' to base themselves.

An event such as this would provide an economic boost for the Shire and in particular Mareeba. Feedback from both the Councils in Winton and Ipswich is that these types of events have provided very welcome injections of income into the local economy. In addition, it would provide addition marketing of Mareeba to the wider community.



**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

If the festival does occur Council would have to ensure compliance with all its legal requirements and obligations were met.

**FINANCIAL AND RESOURCE IMPLICATIONS*****Operating***

The proposal is to contribute \$5,000

***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***

There is an unallocated portion of the Mareeba Benefited levy that is held in reserve that could be utilised for this purpose. Given the fact that the business' of Mareeba would be the main beneficiaries of the additional spend such a festival would generate it is appropriate that that the levy be utilised.

**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**

Should Council decide to financially support the initiative appropriate notification will be given.

**11 CONFIDENTIAL REPORTS**

Nil

**12 BUSINESS WITHOUT NOTICE**

**13 NEXT MEETING OF COUNCIL**



## **14 FOR INFORMATION**

<b>14.1 SUMMARY OF NEW PLANNING APPLICATIONS &amp; DELEGATED DECISIONS FOR THE MONTH OF JULY 2019</b>
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**Date Prepared:** 5 August 2019

**Author:** Senior Planner

**Attachments:** Nil

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Please see below information.

**Summary of new Planning Development Applications and Delegated Decisions for July 2019**

<b>New Development Applications</b>					
<b>Application #</b>	<b>Lodgement Date</b>	<b>Applicant/ Address</b>	<b>Property Description</b>	<b>Application Type</b>	<b>Status</b>
RAL/19/0016	8/07/2019	G Owen & C Retter C/- Brazier Motti Pty Ltd 19 Kullaroo Close, Kuranda	Lot 2 on RP734383	ROL (1 into 6 Lots in 3 stages) & Access Easements	Decision Notice issued 25/07/2019
RAL/19/0017	26/07/2019	Kathleen Colless Pty Ltd 3276 & 3278 Mulligan Hwy, Mount Molloy	Lot 2 & 3 on SP223151	ROL (Boundary Realignment)	In Confirmation stage
MCU/19/0011	17/07/2019	MAF International C/- RPS Australia East Pty Ltd 578 Ray Road, Mareeba	Lot 1 on RP734348	MCU Air services facility (incorporating pilot and aircraft technician education, training and accommodation facilities, service/maintenance workshop and caretaker accommodation)	In Confirmation stage
MCU/19/0012	23/07/2019	South Pacific Law as Mortgagee in Possession C/- RPS Australia East Pty Ltd 12 Rob Veivers Drive, Kuranda	Lot 500 on SP202676	MCU - Multiple dwelling	In Confirmation stage
OPW/19/0004	05/07/2019	Gregg Construction Pty Ltd 308 Byrnes Street MAREEBA	Lot 2 on M35663	Operational Works (Roadworks) for Development Permit MCU/17/0007	Decision Notice issued 11/07/2019
OPW/19/0005	26/07/2019	Neil Setford 25 Earl Street, Mareeba	Lot 16 on M356145	Op Works - Roadworks for MCU/18/0001	In Confirmation stage

July 2019 (Regional Land Use Planning)

OPW/19/0006	30/07/2019	Sandy Creek Pastoral Company Pty Ltd 5-7 Rob Veivers Drive, Kuranda	Lot 10 on SP311519	Op Works - Civil works associated with BP Service Station	In Confirmation stage
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Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
OPW/19/0003	22/07/2019	J Selke	2 - 4 Thongon Street, Kuranda	Lot 3 on RP804493	Operational Works (Vegetation Clearing and Earthworks)
OPW/19/0004	11/07/2019	Gregg Constructions Pty Ltd	308 Byrnes Street, Mareeba	Lot 2 on M35663	Operational Works (Roadworks) for Development Permit MCU/17/0007
RAL/19/0014	10/07/2019	R Taylor	242 Tyrconnell Road, Paddy's Green	Lot 135 on SP284535	Reconfiguring a Lot - Subdivision (1 into 3 Lots)
RAL/19/0016	25/07/2019	G Owen & C Retter	19 Kullaroo Close, Kuranda	Lot 2 on RP734383	Reconfiguring a Lot - Subdivision (1 into 6 lots and access easements) in 3 stages

Negotiated Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
MCU/19/0006	09/07/2019	Ngoonbi Community Services Indigenous Corporation	36 Coondoo Street, Kuranda	Lot 714 on NR7409	Material Change of Use - Low Impact Industry (Mechanics Workshop)
RAL/19/0007	09/07/2019	I Reid	12 Powell Road, Mareeba	Lot 8 on SP167414	Reconfiguring a Lot - Subdivision (1 into 2 lots)

July 2019 (Regional Land Use Planning)



Change to Existing Development Approval issued					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
REC/07/00073	17/07/2019	KS & P Investments Pty Ltd	Main Street, Mount Molloy	Lot 100 on SP247832 (formerly Lot 96 on DA456)	Change Application (other change) proposing Reconfiguring a Lot - Subdivision (1 into 4 lots)

Referral Agency Response Decision Notices issued under Delegated Authority					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
CAR/19/0014	11/07/2019	Cardinal Metal Roofing C/- Emergent Building Approvals	15 Hastings Drive, Mareeba	Lot 35 on RP729236	Referral agency response for material change of use - dwelling house (dwelling extension - studio) assessable against the Hill and slope overlay code and QDC MP1.2
CAR/19/0015	16/07/2019	G & A Mauro C/- Northern Building Approvals	26 Sutherland Street, Mareeba	Lot 1 on RP717065	Referral agency response for building work assessable against a planning scheme - Flood Hazard Overlay Code
CAR/19/0016	16/07/2019	Clayton Vladich C/- Emergent Building Approvals	20 Macrae Street, Mareeba	Lot 3 on RP712434	Referral agency response for building work assessable against a planning scheme - Flood Hazard Overlay Code

July 2019 (Regional Land Use Planning)

Extensions to Relevant Period issued					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
DA/12/0035 & OW/16/0006	22/07/2019	Jumrum Rainforest Pty Ltd	1593 Kennedy Highway, Kuranda	Lot 72 on RP903071	Reconfiguring a Lot - Subdivision (1 into 83 Lots) and Operational Works (Roadworks, Stormwater, Water Infrastructure, Drainage & Earthworks)

Survey Plans endorsed					
Application #	Date	Applicant	Address	Property Description	No of Lots
RAL/19/0009	10/07/2019	Rosella Sub TC Pty Ltd TTE C/- RPS Australia East Pty Ltd	2332 Mareeba-Dimbulah Road, Arriaga	LOTS 155 & 156 ON SP311517 (CANCELLING LOT 155 ON SP202897 & LOT 156 ON SP202896)	2 Lots

July 2019 (Regional Land Use Planning)