



AGENDA

Wednesday, 23 October 2019

Ordinary Council Meeting

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

Date: Wednesday, 23 October 2019

Time: 9:00am

Location: Council Chambers

**Jennifer McCarthy
A/Chief Executive Officer**

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1 MEMBERS IN ATTENDANCE

2 APOLOGIES/LEAVE OF ABSENCE/ABSENCE ON COUNCIL BUSINESS

3 BEREAVEMENTS/CONDOLENCES

4 DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST

5 CONFIRMATION OF MINUTES

Ordinary Council Meeting - 18 September 2019

6 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING

7 DEPUTATIONS AND DELEGATIONS

8 CORPORATE AND COMMUNITY SERVICES

8.1 REEVER AND OCEAN PTY LTD - RECONFIGURING A LOT - SUBDIVISION (5 LOTS INTO 49 LOTS) IN TWO STAGES - LOTS 17, 18 & 19 ON SP296830, LOT 22 ON SP304952 AND LOT 20 ON N157423 - 112 BARNWELL ROAD, KURANDA - RAL/18/0002

Date Prepared: 14 October 2019

Author: Senior Planner

Attachments:

1. Proposal Plan [↓](#)
2. Department of State Development, Manufacturing, Infrastructure and Planning referral response - 27 September 2019 [↓](#)

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	Reever and Ocean Pty Ltd	ADDRESS	112 Barnwell Road, Kuranda
DATE LODGED	18 January 2018 Change Application made 29 August 2019	RPD	Lots 17, 18, 19 on SP296830, Lot 22 on SP304952 and Lot 20 on N157423
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot - Subdivision (5 lots into 49 lots) in two stages		
FILE NO	RAL/18/0002	AREA	Lot 17 - 63.12 hectares Lot 18 - 69.814 hectares Lot 19 - 43.4993 hectares Lot 20 - 70.618 hectares Lot 22 - 107.7 hectares
CONSULTANT	wildPLAN	OWNER	Reever and Ocean Pty Ltd
PLANNING SCHEME	Mareeba Shire Planning Scheme 2004 (Amendment No. 01/11)		
ZONE	Lot 20 on N157423 - Rural zone Lots 17, 18, 19 on SP296830 & Lot 22 on SP304952 - Myola zone		
LEVEL OF ASSESSMENT	Code Assessment		
SUBMISSIONS	n/a		

EXECUTIVE SUMMARY

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

The application is code assessable and was not required to undergo public notification.

It has been assessed against the relevant statutory planning instruments, including the Regional Plan, State Planning Policy and the Superseded Mareeba Shire Planning Scheme 2004. The application does not conflict with any relevant planning instrument.

The proposed development has been purposefully designed to restrict most new lots to the existing cleared areas of the subject site. Where proposed lots do contain vegetation, these lots are generally larger in size to accommodate this vegetation, whilst also containing existing cleared areas to allow for future development. Minimal further clearing will be required as a result of this development.

The site's existing cleared areas are consistently identified by the State Planning Policy Matters of State Environmental Significance mapping and the FNQ Regional Plan 2031 Areas of Ecological Significance mapping as being one of the least environmentally significant areas in the Kuranda/Myola region.

It is acknowledged that the site does likely contain areas of critical habitat that will be identified through a comprehensive ecological assessment and protected by statutory covenants, with Council being a registered party to the covenant.

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

OFFICER'S RECOMMENDATION

- That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	Reever and Ocean Pty Ltd	ADDRESS	112 Barnwell Road, Kuranda
DATE LODGED	18 January 2018 Change Application made 29 August 2019	RPD	Lots 17, 18, 19 on SP296830, Lot 22 on SP304952 and Lot 20 on N157423
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot - Subdivision (5 lots into 49 lots) in two stages		

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

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

And

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

(A) APPROVED DEVELOPMENT: Development Permit for Reconfiguring a Lot - Subdivision (5 lots into 49 lots) in two stages

(B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
HRP16299-003-MP-08 J	Non Urban Residential Proposed Lot Layout and Staging Plan	Cardno	28/08/2019

(C) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

1. Development must be carried out generally in accordance with the approved plans and the facts and circumstances of the use as submitted with the application, subject to any alterations:
 - found necessary by Council's delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering requirements; and
 - to ensure compliance with the following conditions of approval.
2. Timing of Effect
 - 2.1 The conditions of the development permit, as applicable to each stage, must be complied with to the satisfaction of Council's delegated officer prior to the endorsement of the plan of survey for the respective stage, except where specified otherwise in these conditions of approval.
3. General
 - 3.1 The development approval would not have been issued if not for the conditions requiring the construction of infrastructure or the payment of infrastructure charges within the conditions of approval.
 - 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 or the Adopted Infrastructure Charges Notice must be made prior to the endorsement of the plan of survey and at the rate applicable at the time of payment.

- 3.4 The developer must relocate (in accordance with FNQROC standards) any services such as water, sewer, drainage, telecommunications and electricity that are not wholly located within the lots that are being created/serviced where required by the relevant authority unless approved by Council's delegated officer.
- 3.5 Where utilities (such as sewers on non-standard alignments) traverse lots to service another lot, easements must be created in favour of Council for access and maintenance purposes. The developer is to pay all costs (including Council's legal expenses) to prepare and register the easement documents.
- 3.6 Where approved existing buildings and structures are to be retained, setbacks to any new property boundaries are to be in accordance with Planning Scheme requirements for the relevant structure and/or Queensland Development Code. If any existing building/structures are in proximity to any new property boundary, a plan demonstrating compliance must be submitted prior to endorsement of the plan of survey.
- 3.7 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.
- 3.8 Charges

All outstanding rates, charges and expenses pertaining to the land are to be paid in full.
- 3.9 Ecological Assessment Report - Stage 1

Prior to an application for operational works being made for Stage 1 of the development, the applicant/development is to submit to Council an Ecological Assessment Report prepared generally in accordance with the methodology outlined within *Planning Scheme Policy 2 - Ecological Assessment Reports* of the Mareeba Shire Council Planning Scheme 2016.

In particular, the Ecological Assessment Report must establish the extent of *Litoria Myola* habitat within the development site.
- 3.10 Environmental Covenants

The applicant shall be responsible for the preparation and registration of a statutory covenant with Council pursuant to S97A of the Land Title Act for the purposes of preserving native animals, plants and their habitat.

The covenant will be of a form that is acceptable to the Registrar of Titles and Council's delegated officer and will apply to the following areas of the development site:

 - All land mapped as Category R Regulated Vegetation except for where this land is within a Drainage Reserve under the control of Council;
 - All land mapped as State and Regional Conservation Corridor (FNQ Regional Plan 2031 - Areas of Ecological Significance) where this land is not within a Drainage Reserve under the control of Council;
 - All land identified as habitat of *Litoria Myola* in the Ecological Assessment Report (Condition 3.9); and

- All other essential/critical habitat identified in the Ecological Assessment Report (Condition 3.9)

The covenant must stipulate that the covenant area must be protected, preserved and conserved, including by strictly adhering to the following non-exhaustive conditions (which may be varied by written agreement between the parties):

- (a) no existing living native vegetation or hereafter existing in the covenant area, may be cut down, damaged or destroyed;
- (b) no fixtures, fences or improvements other than those approved by the Council shall be erected on site;
- (c) to prohibit the construction of any dams or other structures or undertaking of any activities which may interrupt the natural hydrology, on any part of the site at any time.
- (d) no native animals within the covenant area shall be killed or interfered with;
- (e) no domestic dogs (except dogs registered under the Guide Dogs Act) or domestic cats are to be kept within the covenant area at any time;
- (f) no other acts may be carried out on or in respect of the covenant area which, in the opinion of the Council, acting reasonably may have a detrimental impact on the covenant area;

Notwithstanding clause (a) to (f), if any native or indigenous animal on the covenant area/s poses a risk to human safety the native or indigenous animal may be removed with the prior written consent of the Council and any other approvals which might be required by law.

The covenant agreement/s shall be signed by the registered owner prior to endorsement of the survey plan by Council and the signed covenant shall be jointly lodged for registration with the survey plan, in the Department of Natural Resources, Mines and Energy.

The covenant document shall be to the satisfaction of Council's delegated officer, and the applicant shall be responsible for the cost of preparation and registration of the covenant/s.

4. Infrastructure Services and Standards

4.1 Access

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

4.2 Stormwater Drainage

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

- (b) Prior to works commencing the applicant must submit a Stormwater Management Plan and Report prepared and certified by a suitably qualified design engineer (RPEQ) that meets or exceeds the standards of design and construction set out in the Queensland Urban Drainage Manual (QUDM) and the FNQROC Development Manual to the satisfaction of Council's delegated officer.
- (c) Prior to works commencing the applicant must submit a Stormwater Quality Management Plan and Report prepared and certified by a suitably qualified design engineer (RPEQ) that meets or exceeds the standards of design and construction set out in the Urban Stormwater Quality Planning Guideline and the Queensland Water Quality Guideline to the satisfaction of Council's delegated officer.
- (d) At minimum the Stormwater Quality Management must identify:
 - (i) any stormwater quality improvement devices;
 - (ii) first flush run off;
 - (iii) demonstrating no adverse effect on surrounding or downstream water quality; and
 - (iv) utilisation of sediment control and other pollution control devices.
- (e) The applicant/developer must construct the stormwater drainage infrastructure in accordance with the approved Stormwater Management Plan and/or Stormwater Quality Management Plan and Report.
- (f) Temporary drainage is to be provided and maintained during the construction phase of the development, discharged to a lawful point and not onto the construction site.
- (g) Drainage reserves must be dedicated over those areas identified as Drainage Reserve on Drawing No. HRP 16299-003-MP-08 F.
- (h) All stormwater channels through private property must be registered, with the easement for drainage purposes in favour of Council. All documentation leading to the registration of the easement must be completed at no cost to Council.
- (i) All stormwater drainage must be discharged at a lawful point of discharge.

4.3 Roadworks – Internal

- (i) The alignment of Road A must be amended to eliminate the three (3) bends in proximity to entrance to the Kur-Cow facility on proposed Lot 44.
- (ii) Road A and Road B shall be constructed to Access Street standards (Table D1.1) in accordance with the FNQROC Development Manual (as amended) to the satisfaction of Council's delegated officer.

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

4.4 Roadworks - Barnwell Road - Stage 1

The applicant/developer must upgrade the full length of Barnwell Road to the following standard:

- a. **Formation:** 8 metres
- b. **Pavement Width:** 6.5 metres
- c. **Seal Width:** 6.5 metres
- d. **Shoulders:** 0.75 metres gravel
- e. Myola Road / Barnwell Road intersection upgrade (as required), likely pavement widening on the left in to Barnwell Road.

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

4.5 Water Supply

- (a) Where the existing reticulated water supply does not currently service the site or is not at an adequate capacity, the developer is required to extend or upgrade the reticulated water supply infrastructure to connect the site to Council's existing infrastructure at a point that has sufficient capacity to service the development in accordance with FNQROC Development Manual standards (as amended).
- (b) A water service connection must be provided to each proposed lot in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.

4.6 On-Site Wastewater Management

At the time of construction of a new building on any lot, any associated on-site effluent disposal system must be constructed in compliance with the latest version On-Site Domestic Wastewater Management Standard (ASNZ1547) to the satisfaction of the Council's delegated officer.

4.7 Electricity Provision/Supply

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

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

4.8 Telecommunications

The applicant/developer must enter into an agreement with a telecommunication carrier to provide telecommunication services to each allotment and arrange provision of necessary conduits and enveloping pipes.

Alternatively, the applicant/developer must provide satisfactory evidence that each lot can be effectively serviced by the National Broadband Network Scheme, to the satisfaction of Council's delegated officer.

(D) ASSESSMENT MANAGER'S ADVICE

- (a) An Adopted Infrastructure Charges Notice has been issued with respect to the approved development. The Adopted Infrastructure Charges Notice details the type of

infrastructure charge/s, the amount of the charge/s and when the charge/s are payable.

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

- (c) Easement Documents

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

- (d) Endorsement Fees

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

- (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) Notation on Rates Record

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

- a registered covenant

- (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.

- (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.

(E) REFERRAL AGENCY CONDITIONS

Department of State Development, Manufacturing, Infrastructure and Planning conditions dated 27 September 2019.

(F) RELEVANT PERIOD

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

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

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

- Development Permit for Operational Works

(H) OTHER APPROVALS REQUIRED FROM COUNCIL

- Nil

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

Development Type	Rate	Measure	Charge	Credit Detail	Balance
	<i>\$ per Lot</i>	<i>Lots</i>		<i>Lots</i>	
Stage 1	\$15,040.00 (water supply, stormwater, transport and public parks networks)	7 Lots	\$105,280.00	5 Lots x \$15,040.00	\$30,080.00
Stage 2	\$15,040.00 (water supply, stormwater, transport and public parks networks)	42 Lots	\$631,680.00	Nil	\$631,680.00
TOTAL CURRENT AMOUNT OF CHARGE					\$661,760.00

THE SITE

The subject land comprises five (5) adjoining allotments situated at 112 Barnwell Road, Kuranda, and described as Lots 17, 18, 19 on SP296830, Lot 22 on SP304952 and Lot 20 on N157423.

The subject land has a combined area of approximately 354.75 hectares and with the exception of Lot 20 on N157423 (Rural zone), the land is zoned Myola under the Mareeba Shire Planning Scheme 2004 (Amendment No. 01/11).

The land is accessed via Barnwell Road with the constructed section of the road terminating within the road reserve adjacent Lot 22.

The extent to which Lot 19 on SP296830 and Lot 20 on N157423 form part of the application is for the purpose of being amalgamated with the post development balance areas of Lots 17, 18 on SP296830 and Lot 22 on SP304952. No non-urban residential subdivision is being proposed with the existing boundaries of Lot 19 on SP296830 and Lot 20 on N157423.

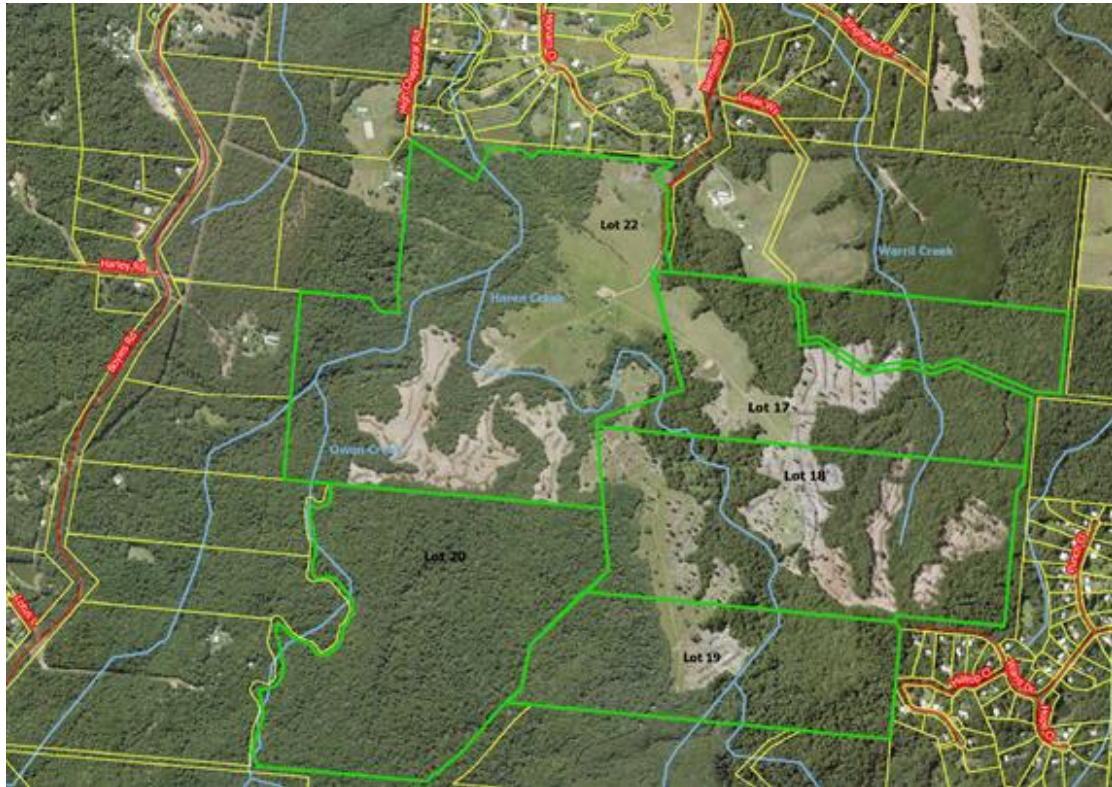
Of the five (5) land parcels subject to this application, Lots 17 and 22 are the only parcels that contains any known built improvements. These parcels are presently used for the following rural land uses:

- KUR-Cow: The site is used for the grazing and husbandry of beef cattle as part of the KUR-Cow business, that provides for the exporting of beef;
- KUR-Organics: Part of the site is used for the growing of organic produce;
- Animal Keeping: Part of the site is used for the keeping of animals including (but not limited to) donkeys, alpacas, goats and horses;
- Tourist Attraction: Part of the site has approval for up to 300 tourists per day for tourist activities associated with the rural and environmental features of the site; and
- Rural Workers' Accommodation (Lot 17).

The remainder of the subject land is undeveloped and is best described as undulating acreage with a mix of large cleared grassed areas and a network of vegetated gullies and watercourses. The site is traversed by Owen Creek, Cain Creek and Haren Creek and also tributaries of Owen Creek, Cain Creek, Warril Creek and Haren Creek.

Remnant and regrowth vegetation is present on the site. Regrowth vegetation extends along the creek corridors that traverse the site.

Land surrounding the site is developed for a mix of rural residential/rural living and comprises a mix of smaller rural residential allotments containing single detached dwellings and larger rural holdings that remain predominately vegetated and are predominately used as large lifestyle lots with some used for low intensity livestock grazing.



Map Disclaimer:

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BACKGROUND AND CONTEXT

This application is for development under the Superseded Mareeba Shire Planning Scheme 2004 (Amendment No. 1/11).

The application was originally lodged by Cardno on behalf of Reeve and Ocean Pty Ltd on 18 January 2018. The original application sought a development permit for Reconfiguring a Lot - Subdivision (12 into 191 lots in 8 stages).

Since original lodgement, several amendments/change applications have been made to the application with the last Change Application being made on 29 August 2019.

The 29 August 2019 Change Application reduced the scale of the proposed development to Reconfiguring a Lot - Subdivision (5 into 49 lots in 2 stages). The reduction to 49 lots had the effect of removing the State Transport Infrastructure referral trigger which applies to developments of 50 or more lots.

The applicant's consultant planner has also changed from Cardno to wildPLAN.

PREVIOUS APPLICATIONS & APPROVALSOW/16/0001 - Operational Works - Earthworks (Water Storage Dam)

Council, at its Ordinary Meeting on 20 July 2016 approved an application made by Civil Walker on behalf of the landowners, Reeve and Ocean Pty Ltd, seeking a development permit for operational works - earthworks (water storage dam) on land described as Lot 22 on N157227, situated at Barnwell Road, Kuranda. The Decision Notice was issued on 26 July 2016.

On 9 June 2017, Council, under delegated authority, approved a minor amendment to development approval OW/16/0001.

The water storage dam subject to development approval OW/16/0001 has been constructed in accordance with the conditions of approval and is considered to be lawfully established.

DA/16/0065 - Material Change of Use - Animal Keeping

On 9 February 2017, Council, under delegated authority, approved an application made by Cardno on behalf of the landowners, Reeve and Ocean Pty Ltd, seeking a development permit for material change of use - animal keeping on land described as Lot 22 on N157227, situated at Barnwell Road, Kuranda. The Decision Notice was issued on 9 February 2017.

Development approval DA/16/0065 has been acted upon and it is considered that the use is occurring in compliance with the conditions of approval.

MCU/17/0012 - Material Change of Use - Nature Based Tourism

On 27 November 2017, Council, under delegated authority, approved an application made by Cardno on behalf of the landowners, Reeve and Ocean Pty Ltd, seeking a development permit for material change of use - nature based tourism on land described as Lot 16, 17, 18, 22 on N157227, Lot 19 on N157452 and Lots 1 & 2 on RP703984 situated at 77 and 112 Barnwell Road, Kuranda. The Decision Notice was issued on 28 November 2017.

The use authorised under development approval MCU/17/0012 has now lapsed.

RAL/18/0015 - Reconfiguring a Lot - Boundary Realignment

On 16 May 2018, Council approved an application made by Cardno on behalf of the landowners, Reeve and Ocean Pty Ltd, seeking a development permit for reconfiguring a lot - boundary

realignment of land described as Lot 16 on N157227 and Lot 22 on SP296830 situated at 77 and 112 Barnwell Road, Kuranda. The Decision Notice was issued on 18 May 2018.

MCU/18/0006 - Material Change of Use - Tourist Attraction

On 16 May 2018, Council approved an application made by Cardno on behalf of Reeve and Ocean Pty Ltd, seeking a development permit for material change of use - nature based tourism on land described as part of Lot 16 on N157227, Lot 17 on SP296830, Lot 18 on SP296830, Lot 19 on SP296830 and Lot 22 on SP296830 situated at 77 and 112 Barnwell Road, Kuranda. The Decision Notice was issued on 18 May 2018.

MCU/18/0017 - Material Change of Use - Rural Workers' Accommodation

On 15 August 2018, Council approved an application made by Cardno on behalf of Reeve and Ocean Pty Ltd, seeking a development permit for material change of use - rural workers' accommodation on land described as part of Lot 16 on N157227, Lots 17, 18, 19 & 22 on SP296830, Lot 20 on N157423, Lot 95 on N157452, Lot 129 on NR456, Lot 131 on N157491, Lot 290 on N157480 and Lot 43 on N157359, situated at 77 and 112 Barnwell Road, Kuranda. The Decision Notice was issued on 16 August 2018.

KUR-World Coordinated Project

The subject land is also the site of the proposed KUR-World Integrated Eco-Resort. This proposal is currently being investigated by the Queensland Coordinator General.

DESCRIPTION OF PROPOSED DEVELOPMENT

The development application seeks a Development Permit for Reconfiguring a Lot - Subdivision (5 lots into 49 lots) in two stages in accordance with the plan shown in **Attachment 1**.

The final development would comprise 46 non-urban residential lots and three (3) rural balance area lots. The minimum lot size within the development is 4,000m².

The proposed development staging is as follows:

- **Stage 1 - comprising 7 lots and the Stage 2 balance area lot**

Lot 1 - 6.1 hectares - non-urban residential lot

Lot 17 - 59.32 hectares - rural lot

Lot 19 on SP296830 - 47.64 hectares - rural lot

Lot 22 - 130.66 hectares - rural lot

Lot 44 - 26.85 hectares - non-urban residential lot

Lot 45 - 7.14 hectares - non-urban residential lot

Lot 46 - 27.11 hectares - non-urban residential lot

Balance area lot for Stage 2 - non-urban residential lot

- **Stage 2 - comprising 42 non-urban residential lots**

Lot 2 - 1.2 hectares

Lot 3 - 4,903m²

Lot 4 - 4,862m²

Lot 5 - 4,821m²

Lot 6 - 6,773m²
Lot 7 - 5,791m²
Lot 8 - 7,614m²
Lot 9 - 9,652m²
Lot 10 - 9,296m²
Lot 11 - 9,001m²
Lot 12 - 9,489m²
Lot 13 - 4,182m²
Lot 14 - 4,000m²
Lot 15 - 4,159m²
Lot 16 - 7,783m²
Lot 17 - 5,108m²
Lot 18 - 5,828m²
Lot 19 - 1.03 hectares
Lot 20 - 5,334m²
Lot 21 - 6,830m²
Lot 22 - 4,400m²
Lot 23 - 4,400m²
Lot 24 - 4,000m²
Lot 25 - 4,800m²
Lot 26 - 5,182m²
Lot 27 - 4,000m²
Lot 28 - 4,000m²
Lot 29 - 4,000m²
Lot 30 - 4,033m²
Lot 31 - 6,467m²
Lot 32 - 5,546m²
Lot 33 - 4,192m²
Lot 34 - 4,325m²
Lot 35 - 4,292m²
Lot 36 - 5,531m²
Lot 37 - 6,307m²
Lot 38 - 4,317m²
Lot 39 - 4,887m²
Lot 40 - 8,496m²

Lot 41 - 2.08 hectares

Lot 42 - 1.14 hectares

Lot 43 - 13.74 hectares

Access to the development will be provided from Barnwell Road with new local roads provided throughout the site to provide access to individual lots. All roads, including Barnwell Road, will be constructed in accordance with the FNQROC Regional Development Manual relevant standard (bitumen sealed). No new local road will connect to Warril Drive.

Infrastructure services will be provided to all lots as follows:

- **Water:** The applicant has requested that the development be conditioned to allow for either connections to the existing reticulated water network, or on-site water supplies (rainwater harvesting and/or bores). The applicant proposes that the development be conditioned to require a Water Supply Reticulation Analysis to be undertaken as part of Operational Works stage for any allotment to be connected to the Kuranda reticulated water network.
- **Sewer:** The applicant has requested that the development be conditioned to allow for either connections to the existing reticulated sewerage network, or on-site sewerage treatment.
- **Electricity:** A connection to the electricity transmission network will be provided to each lot.
- **Telecommunications:** A telecommunications connection will be provided to each proposed lot in accordance with relevant service provider standards.
- **Stormwater:** Appropriate stormwater infrastructure will be provided. The site is benefited with a numbers of waterways that provide an established natural drainage system. The applicant proposes that a stormwater analysis be required as a condition of approval.

The proposed lot layout and internal road network has been designed to generally fit within the existing cleared areas, minimising the need for further vegetation clearing.

The applicant further states that the development has been designed to respond to areas of potential *Litoria Myola* habitat with fewer lots adjoining the more sensitive parts of the site in consideration of the *Environmental Protection and Biodiversity Conservation Act 1999* (‘the EPBC Act’) Listing Status for *Litoria Myola* having increased from Endangered to Critically Endangered on 4 July 2019.

The development will also provide for the retention of remnant vegetation within the proposed lots, while drainage reserves are proposed to allow for the retention of regrowth vegetation associated with established waterways.

An ecological assessment is proposed as a condition of approval to identify all habitat areas which would be secured by way of statutory covenants and to identify constraint areas which the development should avoid.

The application acknowledges that it will be necessary for the applicant to seek relevant approvals (as may be required) pursuant to the *Nature Conservation Act 1992* and the *Environment Protection and Biodiversity Conservation Act 1999*.

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:

- *Strategic Rehabilitation Area*
- *State & Regional Conservation Corridors*
- *Terrestrial Area of High Ecological Significance*
- *Terrestrial Area of General Ecological Significance*

PLANNING SCHEME DESIGNATIONS

Strategic Framework:	Short to Medium Term Growth Area (Myola)
Zone:	Myola zone (Lots 17, 18, 19 and 22 on SP296830) Rural zone (Lot 20 on N157423)
Precinct:	Myola zone (Precincts A and C)
Overlays:	Natural and Cultural Heritage Features Overlay Significant Vegetation Overlay Natural Disaster Bushfire Overlay

RELEVANT PLANNING INSTRUMENTS

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

(A) Far North Queensland Regional Plan 2009-2031

Assessment against the Regional Plan is required because the plan is not reflected in the planning scheme. The application is assessed as being capable of complying with the relevant provisions of the Regional Plan, provided reasonable and relevant conditions are applied.

The following Desired Regional Outcome Land Use Policies are relevant to the assessment of the application:

DRO 1.1 Biodiversity Conservation			
Land Use Policy		Complies	Comments
1.1.1	<i>Urban development within the regional landscape and rural production area is located outside of areas of high ecological significance (see map 3).</i>	✓	<p>The subject land is within the RLRPA and the proposed development is located outside the mapped area of high ecological significance.</p> <p>The applicant states that <i>"the proposed development has been designed to avoid impacts on ecological values. This includes via siting, limiting clearing to Category R (regrowth) and Category X vegetation only, as well as through the provision of larger lots and covenants, which will provide for the protection of Litoria Myola habitat areas.</i></p> <p><i>In addition to the avoidance of ecological values via the location of lots, buffers have been provided to waterways within the site and to Category B vegetation, to remove opportunities for accepted operational work (clearing) to be undertaken.</i></p> <p><i>In accordance with the above, development will achieve the objectives of the Biodiversity Conservation DRO with respect to protecting the region's natural assets to maintain ecological integrity and processes."</i></p>

			The development complies.
1.1.3	<i>Urban development adjacent to areas of high ecological significance (see map 3) is located, designed, operated and setback to avoid adverse impacts on the area's ecological values.</i>	✓	<p>The proposed development is adjacent to areas of high ecological significance.</p> <p>The development has been designed to avoid these areas. Statutory covenants will be conditioned to protect all important habitat areas, which will be identified through an independent ecological assessment to be required as a condition of approval.</p> <p>At minimum, statutory covenants will be required over all areas of the subject land mapped as State & Regional Conservation Corridors.</p>
1.1.4	<i>Urban development in or adjacent to areas of general ecological significance (see map 3) is located, designed and operated to avoid or, where avoidance is not possible, minimise any adverse impacts on ecological values where possible.</i>	✓	<p>The proposed development is adjacent to areas of general ecological significance.</p> <p>The development has been designed to avoid these areas. Statutory covenants will be conditioned to protect all important habitat areas, which will be identified through an independent ecological assessment to be required as a condition of approval.</p> <p>At minimum, statutory covenants will be required over all areas of the subject land mapped as State & Regional Conservation Corridors.</p>
1.1.5	<i>Urban development on a lot that is within a strategic rehabilitation area results in improved ecological connectivity or habitat extent within that lot.</i>	✓	<p>The proposed development area is mapped as strategic rehabilitation area.</p> <p>Statutory covenants will be conditioned to protect all important habitat areas, which will be identified through an independent ecological assessment to be required as a condition of approval.</p> <p>At minimum, statutory covenants will be required over all areas of the subject land mapped as State & Regional Conservation Corridors.</p>

DRO 1.3 Air and Acoustic Environment Protection

Land Use Policy		Complies	Comments
1.3.3	<i>Sensitive land uses should be separated from activities that generate noise and air emissions including commercial, recreational activities such as motor sports, intensive agricultural land uses, major transport facilities and industrial developments to ensure that existing air and noise emitters are not affected by the encroachment of sensitive land uses.</i>	✓	<p>The Kuranda Pet Resort is established on Lot 4 on RP749637 which adjoins the western boundary of Lot 22 on SP304952.</p> <p>The proposed development will achieve a separation distance greater than 500 metres to the Kuranda Pet Resort. This separation distance exceeds the current separation distance between the Kuranda Pet Resort and several established dwelling houses on Boyles Road.</p>

DRO 2.1 Regional Landscape Values

Land Use Policy		Complies	Comments
2.1.1	<i>The value of the landscape for nature conservation, primary production, renewable energy resource areas, priority carbon sequestration, cultural heritage, outdoor recreation and scenic amenity is given appropriate recognition in land use planning and development assessment.</i>	✓	<p>The development has been designed to fit into the existing cleared areas of the subject land and will not result in further significant visual disturbance.</p> <p>Statutory covenants will be conditioned over large areas of the remaining vegetation to secure its habitat and scenic values for perpetuity.</p>
2.1.2	<i>The significance of cultural landscapes is given appropriate recognition in land use planning and development assessment.</i>		

DRO 2.3 Scenic Amenity, Outdoor Recreation and Inter-Urban Breaks			
Land Use Policy		Complies	Comments
2.3.1	<i>The visual amenity of the region's landscapes and seascapes is protected and enhanced by assessing proposed developments on landscapes that are vulnerable to visual impact due to their prominence, topography or degree of naturalness.</i>	✓	<p>The development has been designed to fit into the existing cleared areas of the subject land and will not result in further significant visual disturbance.</p> <p>Statutory covenants will be conditioned over large areas of the remaining vegetation to secure its habitat and scenic values for perpetuity.</p>

DRO 2.4 Primary Production & Fisheries			
Land Use Policy		Complies	Comments
2.4.1	<i>Good quality agricultural land is protected from urban development outside the urban footprint.</i>	n/a	The subject land is not mapped as good quality agricultural land.
2.4.2	<i>Appropriate buffer distances between incompatible uses and agricultural operations on good quality agricultural land are provided through sensitive land use planning in accordance with State Planning Policy 1/92.</i>	n/a	The subject land is not mapped as good quality agricultural land.

DRO 2.6 Rural Subdivision			
Land Use Policy		Complies	Comments
2.6.1	<i>Further fragmentation of agricultural land in the regional landscape and rural production area is avoided to maintain economically viable farm lot sizes.</i>	✓	<p>As stated for 2.4.1 above, the land is not mapped as good quality agricultural land.</p> <p>The existing use of the Myola zoned portion of the subject land for animal husbandry - intensive is a historic use right that is able to continue. In the absence of existing use rights, animal husbandry - intensive is an impact assessable inconsistent use in the Myola zone.</p> <p>The Myola zone is not an agricultural land area and should not be given any significant planning protection for this purpose.</p>

DRO 3.1 Social Planning			
Land Use Policy		Complies	Comments
3.1.5	<i>Appropriate levels of infrastructure and services are provided to rural towns and villages, consistent with the preferred settlement pattern and network of regional activity centres for FNQ (see Part D and Section 4.2)</i>	✓	<p>Appropriate levels of infrastructure are available in Kuranda and Myola.</p> <p>The proposed development will have convenient access to this infrastructure.</p>

DRO 3.2 Social Infrastructure			
Land Use Policy		Complies	Comments
3.2.1	<i>The coordination of community services and facilities is considered and incorporated in land use planning.</i>	✓	Appropriate levels of infrastructure are available in Kuranda and Myola. The proposed development will have convenient access to this infrastructure.

DRO 3.3 Healthy and Safe Communities			
Land Use Policy		Complies	Comments
3.3.1	<i>Crime prevention through environmental design principles are considered in the design and layout of Greenfield communities and redevelopment areas.</i>	✓	<p>The applicant's response is as follows:</p> <p><i>"In respect of CPTED principles, the proposed lot layout facilitates casual surveillance of the internal road network and does not create opportunities for concealment. On this basis, development is considered to comply with land use policy 3.3.1.</i></p> <p><i>Buffers are provided to waterways, therefore providing a barrier between development and biting insects as well as promoting the ecological health of waterways that are known to stock vertebrates (fish) that control the larval stage of select biting insects. Features that have the potential to provide a breeding ground for biting insects are not proposed. On this basis, the proposed development is considered to comply with land use policy 3.3.3.</i></p> <p><i>Development is not proposed on land that is recognised to be subject to impacts of climate change (such as an erosion prone area) and therefore, land use policy 3.3.2 is not considered to be relevant to the application."</i></p> <p>The development complies.</p>
3.3.2	<i>State and local government and developers consider community health and safety issues in the planning and development of new urban areas and redevelopment sites including from the impacts of climate change.</i>		
3.3.3	<i>Developments are designed, located and operated to mitigate the health impacts of biting insects.</i>		
3.3.A	<i>Community health and safety in urban and rural environments is improved by providing appropriate social infrastructure, places for community activity, and involving local communities in planning processes.</i>		
3.3.B	<i>Best practice urban design is utilised to create built environments that enhance community health and safety.</i>		

DRO 4.1 Compact Urban Form			
Land Use Policy		Complies	Comments
4.1.1	<i>Urban development is contained within the urban footprint</i>	n/a	See comments for 4.6.1 below.

DRO 4.6 Rural Residential Development			
Land Use Policy		Complies	Comments
4.6.1	<i>New rural residential development is located in rural living areas.</i>	✓	<p>The proposed development (excluding Lot 20 on N157323 - Rural zone) is within the Myola zone.</p> <p>The Mareeba Shire Planning Scheme 2004 was adopted in 2004. At this time, Council made reconfiguring a lot applications within the Myola zone code assessable development. An officer assessment of the proposed development against the applicable planning scheme codes demonstrates that the proposed development can be reasonably conditioned to comply with the codes.</p> <p>In 2008, the FNQ Regional Plan and associated State Planning Regulatory Provisions were introduced. Despite Council's request</p>

			<p>to the contrary, the Myola zone was not included in the Rural Living Area. On 26 October 2012, the State repealed the Regulatory Provisions with the stated objective of:</p> <p><i>The removal of the SPRP will return decision-making power to local governments so they may determine if a development proposal is an appropriate outcome for their area.</i></p> <p>In respect of the land use categories:</p> <p><i>In the absence of the SPRP, the Urban Footprint, Rural Living Area and Regional Landscape and Rural Production Area are as defined in the regional plan mapping. Local governments are responsible for the interpretation of the boundary of these areas when preparing or amending their planning schemes or assessing development proposals.</i></p> <p>With the repeal of the SPRP, the Mareeba Shire Planning Scheme 2004 (Amendment No. 01/11) is the appropriate planning instrument to determine compliance with this particular land use policy.</p> <p>The development complies.</p>
4.6.2	<i>Future demand for rural residential housing is provided from within the existing stock of land zoned for this purpose.</i>	✓	Complies. See comments for 4.6.1 above.
4.6.3	<i>Construction of residential dwellings and ancillary structures within rural residential zoned land is confined to a building footprint which reduces the exposure to natural hazards and avoids and minimises the loss of native vegetation through locating structures in existing cleared areas and co-locating service corridors.</i>	✓	The proposed development has been designed to substantially fit within the existing cleared areas of the site. Minimal further clearing is likely as a consequence of the development.
4.6.4	<i>Rural residential subdivision along watercourses should be designed to minimise the impact of rural residential water use on current and future water resources.</i>	✓	The development will be conditioned to require all lots to be connected to the Kuranda reticulated water network.

DRO 4.7 Mitigation of Hazards

Land Use Policy		Complies	Comments
4.7.1	<i>Measures to mitigate potential adverse impacts of floods, storm tide inundation, bushfires, cyclones and landslides are implemented through identifying natural hazard management areas in planning schemes and appropriate planning scheme strategies and measures.</i>	✓	The subject site is not at significant risk from the adverse impacts of bushfire, landslide or flooding.

DRO 5.4 Primary Industries

Land Use Policy		Complies	Comments
5.4.2	<i>Threats to primary production from incompatible development are identified and managed through land use planning and where appropriate, by developer established buffers.</i>	✓	The animal husbandry - intensive use currently occurring on the subject site is the only significant primary production occurring in the locality.

DRO 6.1 Infrastructure, Planning & Coordination			
Land Use Policy		Complies	Comments
6.1.2	<i>Infrastructure is supplied in a coordinated, efficient and orderly way, and encourages urban development in areas where adequate infrastructure exists or can be provided efficiently.</i>	✓	The developer will be required to extend the existing infrastructure networks to service the proposed development.

DRO 6.3 Energy			
Land Use Policy		Complies	Comments
6.3.4	<i>Underground electricity is provided in new urban areas where appropriate.</i>	✓	The development will be conditioned to comply.

DRO 7.1 Protection of Waterways, Wetlands and Water Quality			
Land Use Policy		Complies	Comments
7.1.1	<i>Development is planned, designed, constructed and managed in accordance with best practice environmental management to protect environmental values and meet water quality objectives of the Environmental Protection Policy (Water) 1997 (EPP Water) for regional surface water, groundwater and wetlands.</i>	✓	The development will be conditioned to comply. Buffers will be maintained to waterways and a Stormwater Analysis for the development will be required as a condition of approval.
7.1.3	<i>Urban development, other than for required community infrastructure is set back from wetlands through the adoption of appropriate buffer zones, to maintain water quality and ecological functions and services of wetlands.</i>		
7.1.4	<i>Urban development, other than for required community infrastructure, is set back from waterways through the adoption of appropriate buffer zones, to maintain water quality and ecological functions and services of waterways.</i>		
7.1.5	<i>In certain waterway areas urban development, other than for required community infrastructure, is set back from waterways through the adoption of appropriate waterway envelopes rather than by buffer zones, to maintain water quality and ecological functions and services of waterways.</i>		

DRO 8.1 Integrated Transport & Land Use Planning			
Land Use Policy		Complies	Comments
8.1.4	<i>Subdivisions are planned so the road and pathway network caters for walking and cycling in all directions, and efficient public</i>	✓	The development will comply.

	<i>transport coverage, where available, is facilitated.</i>		
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(B) State Planning Policy

The most recent version of the Queensland State Planning Policy (SPP) is not reflected in the Mareeba Shire Planning Scheme 2004 and is therefore applicable to the assessment of the application.

An officer assessment of the proposed development against the relevant provisions contained within the SPP has been undertaken and the proposed development is not considered to be in conflict with any relevant aspect of the SPP.

The SPP separates the State interests into the following five (5) themes. The applicant's response to the relevant State interests are included for completeness. Additional Council Officer's comments are only provided where the applicant's response is insufficient.

1 Planning for liveable communities and housing.

- *Housing supply and diversity*
 - (2) *The development of residential land is facilitated to address and cater for all groups in the current and projected demographic, economic and social profile of the local government area, including households on low to moderate incomes.*

Applicant's Response

The proposed development provides for the delivery of additional residential lots within the greater Kuranda locality, supporting greater availability and diversity in housing supply.

- (3) *A diverse, affordable and comprehensive range of housing options in accessible and well-serviced locations, is facilitated through:*
 - (a) *appropriate, responsive and proactive zoning*
 - (b) *supporting an appropriate mix of lot sizes and dwelling types, including housing for seniors and people requiring assisted living*
 - (c) *considering incentives to promote affordable and social housing outcomes, particularly in areas in close proximity to services and amenities.*

Applicant's Response

The proposed development provides a variety of lot sizes and supports the provision of a range of housing options which complement, whilst further diversifying, the available housing options within the local area.

- *Liveable communities*
 - (1) *High quality urban design and place making outcomes are facilitated and promote:*
 - (a) *affordable living and sustainable and complete communities*
 - (b) *attractive, adaptable, accessible and inclusive built environments*
 - (c) *personal safety and security*
 - (d) *functional, accessible, legible and connected spaces*

- (e) *community identity through considering local features, character, needs and aspirations.*

Applicant's Response

The proposed development has been designed in a manner that is responsive to its local context and character. This is evident in the retention of areas of significance vegetation and other environmental features, allowing a sense of place and community to be developed. The proposed development provides a functional and legible road network.

- (2) *Vibrant places and spaces, and diverse communities that meet lifestyle needs are facilitated by:*
- (a) *good neighbourhood planning and centre design*
 - (b) *a mix of land uses that meet the diverse demographic, social, cultural, economic and lifestyle needs of the community*
 - (c) *consolidating urban development in and around existing settlements*
 - (d) *higher density development in accessible and well-serviced locations*
 - (e) *efficient use of established infrastructure and services*
 - (f) *supporting a range of formal and informal sporting, recreational and community activities.*

Applicant's Response

The proposed development supports the use of well located land proximate to the established centre of Kuranda for residential purposes. The proposal will maximise the efficient use of existing services and facilities in and around Kuranda. The proposed development provides for the further diversification of the type of residential development provided around Kuranda, whilst complementing the existing land uses on adjoining and nearby land.

- (3) *Development is designed to:*
- (a) *value and nurture local landscape character and the natural environment*
 - (b) *maintain or enhance important cultural landscapes and areas of high scenic amenity, including important views and vistas that contribute to natural and visual amenity*
 - (c) *maintain or enhance opportunities for public access and use of the natural environment.*

Applicant's Response

The proposed development has been designed to integrate into the natural environment to allow for the retention of areas of environmental significance such as waterway corridors, actual and potential Myola frog habitat and important vegetation. The proposed development, once fully complete, will provide a number of drainage reserves to allow for the retention of the natural environment. The proposed development allows greater access to these areas, with them potentially being suitable for active transport/recreational usage if deemed appropriate.

- (4) *Connected pedestrian, cycling and public transport infrastructure networks are facilitated and provided.*

Applicant's Response

The proposed development provides a legible and functional road network that supports the movement of cars, cyclists and pedestrians and is sufficient to accommodate the future delivery of public transport, if considered appropriate. The proposed development retains a number of important environmental corridors within the site that may be suitable for future use as active transport corridors.

- (5) *Community facilities and services, including education facilities (state and non-state providers), health facilities, emergency services, arts and cultural infrastructure, and sport, recreation and cultural facilities are well-located, cost-effective and multi-functional.*

Applicant's Response

The proposed development is well-located to maximise the efficient use of a range of community services currently provided in the Kuranda area.

- (6) *Connection to fibre-optic telecommunications infrastructure (e.g. broadband) is supported in greenfield areas.*

Council Officer's Response

The subject land is within the NBN fixed wireless service area.

2 Planning for economic growth.

- *Agriculture*

Not relevant.

- *Development and construction*

- (2) *Appropriate infrastructure required to support all land uses is planned for and provided.*

Applicant's Response

Appropriate infrastructure will be provided to service the proposed lots.

- (4) *An appropriate mix of lot sizes and configurations for residential, retail, commercial, mixed use and industrial development is provided for in response to the diverse needs of these uses and ancillary activities.*

Applicant's Response

The proposed development supports the provision of a range of residential lots which facilitate a further diversification of the offering of residential land within the local area.

- (6) *Land uses are consistent with the purpose of the zone.*

Council Officer's Response

The Mareeba Shire Planning Scheme 2004 was adopted in 2004. At this time, Council made reconfiguring a lot applications within the Myola zone code assessable development. An officer assessment of the proposed development against the applicable planning scheme codes demonstrates that the proposed development can be reasonably conditioned to comply with the codes.

- *Mining and extractive resources*

Not relevant.

- *Tourism*

- (2) *Existing and potential opportunities, localities or areas appropriate for tourism development are identified and protected.*

Applicant's Response

The proposed development is located proximate to the township of Kuranda, which supports a high level of locally, regionally and nationally significant tourist activity. The proposed development will increase the population within the immediate catchment of the Kuranda township, providing conditions that are conducive to the development of further services and infrastructure within Kuranda which may also serve tourists and tourism activities.

3 Planning for the environment and heritage.

- *Biodiversity*

- (1) *Development is located in areas to avoid significant impacts on matters of national environmental significance and considers the requirements of the Environment Protection and Biodiversity Conservation Act 1999.*

Applicant's Response

The proposed development has been designed to protect areas of environmental significance including regulated vegetation, waterway corridors and actual and potential Myola frog habitat. Covenants are proposed over frog habitat areas to ensure they are protected.

The proposed development will be referred to the Commonwealth Department of the Environment and Energy in accordance with the requirements of the *Environment Protection and Biodiversity Conservation Act 1999*, for determination of whether the development involves a controlled action and therefore requires Commonwealth approval. The approval process under the EPBC Act is separate to the development approval process to which this development application relates. The potential need for a Commonwealth approval to be obtained, or at the least advice in relation to a controlled action, does not prevent the issuing of a development approval pursuant to the *Planning Act 2016*.

- (2) *Matters of state environmental significance are identified and development is located in areas that avoid adverse impacts; where adverse impacts cannot be reasonably avoided, they are minimised.*

Applicant's Response

The proposed development has been designed to protect areas of environmental significance including regulated vegetation, waterway corridors and actual and potential frog habitat. Covenants are proposed over frog habitat areas to ensure they are protected.

- (3) *Matters of local environmental significance are identified and development is located in areas that avoid adverse impacts; where adverse impacts cannot be reasonably avoided, they are minimised.*

Applicant's Response

The proposed development has been designed to protect areas of environmental significance including regulated vegetation, waterway corridors and actual and potential

frog habitat. Covenants are proposed over frog habitat areas to ensure they are protected.

- (4) *Ecological processes and connectivity is maintained or enhanced by avoiding fragmentation of matters of environmental significance.*

Applicant's Response

Key environmental corridors, such as along waterways, have been protected to ensure environmental connectivity is retained and ecological processes can continue. The proposed development involves the provision of large residential lots in a non-urban setting, which is conducive to the retention of further vegetation and the provision of extensive landscaping that may further enhance environmental connectivity in the area.

- *Coastal environment*

Not applicable.

- *Cultural heritage*

Council Officer's Response

The development will be required to comply with all legislative requirements.

- *Water quality*

Council Officer's Response

The development will be conditioned to comply.

4 Planning for safety and resilience to hazards.

- *Emissions and hazardous activities*

Not applicable.

- *Natural hazards, risk and resilience*

Council Officer's Response

The subject site is not at significant risk from the adverse impacts of bushfire, landslide, flooding, storm tide inundation and coastal erosion.

5 Planning for infrastructure.

- *Energy and water supply*

- (1) *Existing and approved future major electricity infrastructure locations and corridors (including easements and electricity substations), and bulk water supply infrastructure locations and corridors (including easements) are protected from development that would compromise the corridor integrity, and the efficient delivery and functioning of the infrastructure.*

Applicant's Response

The proposed development does not compromise the corridor integrity, or the efficient delivery and functioning of any existing or future energy or water supply infrastructure.

- (2) *Major electricity infrastructure and bulk water supply infrastructure such as pump stations, water quality facilities and electricity substations, are protected from encroachment by sensitive land uses where practicable.*

Applicant's Response

The proposed development is not located within the vicinity of major electricity infrastructure or bulk water supply infrastructure.

- *Infrastructure integration*
 - (2) *Development achieves a high level of integration with infrastructure planning to:*
 - (a) *promote the most efficient, effective and flexible use of existing and planned infrastructure*
 - (b) *realise multiple economic, social and environmental benefits from infrastructure investment*
 - (c) *ensure consideration of future infrastructure needed to support infill and greenfield growth areas*
 - (d) *optimise the location of future infrastructure within communities to provide greater access to facilities and services and enable productivity improvements.*

Applicant's Response

The proposed development is appropriately located and designed to maximise the use of existing infrastructure and provide efficiencies in the delivery of new infrastructure.

- (3) *Development occurs:*
 - (a) *in areas currently serviced by state and/or local infrastructure and associated services; or*
 - (b) *in a logical and orderly location, form and sequence to enable the cost effective delivery of state and local infrastructure to service development.*

Applicant's Response

The proposed development forms a logical extension of the existing greater Kuranda area, with adjoining and nearby land used for residential purposes of a variety of types, sizes and densities. Appropriate infrastructure connections, commensurate with the nature and scale of the development, are proposed to be provided.

Council Officer's Response

The Kuranda/Myola locality is serviced by the following significant infrastructure:

- Combined State Primary/High School
- Private School (Cairns Hinterland Steiner School)
- Kuranda Pool
- Kuranda Pet Resort
- Council water infrastructure extending to the Kuranda Pool/School
- State funded sewerage infrastructure extending along Myola/Oakforest Road to Kowrowa
- Several modern communications towers
- *Transport infrastructure*

- (1) *Transport infrastructure and existing and future transport corridors are reflected and supported through compatible land uses.*

Council Officer's Response

The proposed development represents 44 additional allotments which may upon their ultimate development each generate 10 vehicle movements per day. The development therefore equates to an additional 440 vehicle movements per day.

The Mareeba Shire Council LGIP supporting documents project a demand for 279 additional dwellings in Kuranda in the next 12 years. The 44 additional dwellings catered for by this development represents 16% of the projected dwelling demand for Kuranda.

The size of the proposed development is modest and is in keeping with the projected growth of Kuranda. Accordingly, it is not considered to be an incompatible land use.

- (2) *Development is located in areas currently serviced by transport infrastructure, and where this cannot be achieved, development is facilitated in a logical and orderly location, form and sequence to enable cost-effective delivery of new transport infrastructure to service development.*

Applicant's Response

The proposed development, through the provision of new local roads, provides a logical extension of the road network, stemming from Barnwell Road and Myola Road.

- (3) *Development achieves a high level of integration with transport infrastructure and supports public passenger transport and active transport as attractive alternatives to private transport.*

Applicant's Response

The proposed development is located proximate to the Kuranda township. It increases the population located to the west of the town in order to provide conditions that are conducive to the operation of public passenger transport services. The local road network is designed in a manner that allows direct and efficient connectivity to all lots and is also supportive of active transport. Key waterway corridors have been retained as drainage reserves within the proposed lot layout and may be suitable for future use as active transport corridors.

- (4) *Development is located and designed to mitigate adverse impacts on development from environmental emissions generated by transport infrastructure*

Applicant's Response

The proposed development is located proximate to the Kuranda township to reduce resident travel for key services.

- (5) *A road hierarchy is identified that reflects the role of each category of road and effectively manages all types of traffic.*

Applicant's Response

The proposed development establishes an appropriate network of local roads to service the proposed new lots and provide access to the major road network.

- (7) *The safety and efficiency of existing and future state transport infrastructure, corridors, and networks is not adversely affected by development.*

Council Officer's Response

The proposed development represents 44 additional allotments which may upon their ultimate development each generate 10 vehicle movements per day. The development therefore equates to an additional 440 vehicle movements per day.

The Mareeba Shire Council LGIP supporting population assumptions project a demand for 279 additional dwellings in Kuranda in the next 12 years. The 44 additional dwellings catered for by this development represents 16% of the projected dwelling demand for Kuranda.

The size of the proposed development is modest and is in keeping with the projected growth of Kuranda.

- *Strategic airports and aviation facilities*

The development complies.

- *Strategic ports*

Not applicable.

(C) Mareeba Shire Planning Scheme 2004 (amendment no. 01/11)**Relevant Developments Codes**

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

Part 4, Division 14	Rural Zone Code
Part 4, Division 22	Myola Zone Code
Part 5, Division 2	Natural and Cultural Heritage Features Overlay Code
Part 5, Division 8	Natural Disaster - Bushfire Overlay Code
Part 6, Division 12	Reconfiguring a Lot Code

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

Relevant Codes	Comments
Rural Zone Code	The application can be conditioned to comply with the code's relevant acceptable/probable solutions and/or specific outcome (where no acceptable/probable solution is provided).
Myola Zone Code	The application can be conditioned to comply with the code's relevant acceptable/probable solutions and/or specific outcome (where no acceptable/probable solution is provided).
Natural and Cultural Heritage Features Overlay Code	The application can be conditioned to comply with the code's relevant acceptable/probable solutions and/or specific outcome (where no acceptable/probable solution is provided).

Natural Disaster - Bushfire Overlay Code	The application can be conditioned to comply with the code's relevant acceptable/probable solutions and/or specific outcome (where no acceptable/probable solution is provided).
Reconfiguring a Lot Code	The application can be conditioned to comply with the code's relevant acceptable/probable solutions and/or specific outcome (where no acceptable/probable solution is provided).

(D) Planning Scheme Policies

The following planning scheme policies are relevant to the application:

No. 4 - Development Manual

All aspects of the development will be conditioned to require relevant development works to be designed and constructed in accordance with FNQROC Development Manual Standards.

(E) Adopted Infrastructure Charges Notice

In accordance with Council's Adopted Infrastructure Charges Resolution (No. 2) 2019, a charge of \$18,800.00 applies to each additional residential allotment created. A 20% deduction to the charge is applicable where the sewerage network is not available.

The applicable charge for this proposed development will be \$15,040.00 per additional residential lot.

The application proposes the creation of 44 additional residential lots. A credit of \$15,040.00 will be applied for each of the 5 existing lots.

$\$15,040.00 \times 44 \text{ (lots)} = \underline{\underline{\$661,760.00}}$

REFERRALS

The application triggered referral to the Department of State Development, Manufacturing, Infrastructure and Planning for a *development application for a reconfiguring a lot which involves operational work for the clearing of native vegetation*.

That Department advised in a letter dated 27 September 2019 that they require the conditions to be attached to any approval (**Attachment 2**).

Third Party Advice

The application was referred to the Department of State Development, Manufacturing, Infrastructure and Planning (SARA) for Third Party Advice.

Due to a change in the Department's internal policy, no third party advice was provided to Council.

Internal Consultation

Technical Services

PLANNING DISCUSSION

Compliance with the relevant specific outcomes contained within the relevant development codes are summarised below. Where the development does not comply with an acceptable solution/probable solution, compliance with the higher order specific outcome can be achieved.

Myola Zone Code***4.126 Reconfiguring a Lot***

For Myola Precinct A:

S1 *Each new lot intended for residential use has adequate area to allow for:*

- (i) a dwelling house and ancillary buildings and structures to be erected in a location that is convenient and, as far as practicable, avoids placing people and works at risk from flooding or other hazard; and*
- (ii) protection of ridgelines and waterways as identified on Map N1, and*
- (iii) minimal clearing of vegetation; and*
- (iv) reasonable vehicular access for a car from the road to the dwelling site.*

PS1.2 *If the site:*

- (a) is located within Category B vegetation area as identified on Significant Vegetation Overlay Map V1; or*
 - (b) includes ridgelines, waterways or scenic areas as identified on Map N1; and*
 - (c) has a gradient greater than 15%; and*
- each new lot intended for residential use, has the following:*
- (i) a minimum area of 4,000m²; and*
 - (ii) a minimum frontage of 50m.*

Comment

PS1.2 - Each lot will have an area in excess of 4,000m², however, some lots will have frontages less than 50 metres. Proposed Lots 32, 33 and 43 will have frontages significantly less than 50 metres.

Despite having frontages of less than 50 metres, in all cases the lesser frontages provided will not impact on the provision of safe and convenient access for any future dwelling house. As such, the development complies with S1 (iv).

S2 *Each new lot is capable of being connected to the following:*

- (i) reticulated water supply;*
- (ii) reticulated sewerage infrastructure;*
- (iii) urban drainage system;*
- (iv) underground power supply; and telecommunications.*

Comment

Will be conditioned to comply where relevant.

Connecting all residential lots to Council's reticulated water supply is considered reasonable given the uncertainties experienced with ground water supplies. All recent 4,000m² lot residential development Shire wide have been required to provide reticulated water supply.

While the lots are capable of being connected to reticulated sewerage infrastructure, all lots are large enough to accommodate on-site wastewater disposal which is preferred in this instance.

For Myola Precinct C:

S1 *Each new lot intended for residential use has adequate area to allow for:*

- (i) a dwelling house and ancillary buildings and structures to be erected in a location that is convenient and, as far as practicable, avoids placing people and works at risk from flooding or other hazard; and*
- (ii) protection of ridgelines and waterways as identified on Map N1, and*
- (iii) minimal clearing of vegetation; and*
- (iv) reasonable vehicular access for a car from the road to the dwelling site.*

PS1.2 *If the site:*

- (a) is located within Category B vegetation area as identified on Significant Vegetation Overlay Map V1; or*
 - (b) includes ridgelines, waterways or scenic areas as identified on Map N1; and*
 - (c) has a gradient greater than 15%; and*
- each new lot intended for residential use, has the following:*
- (i) a minimum area of 4,000m² to 2 hectares with an average of 8000 m²; and*
 - (ii) a minimum frontage of 50m.*

Comment

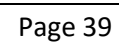
PS1.2 - Each lot will achieve an area in excess of 4,000m², with an average lot size greater than 8,000m². However, proposed Lots 17 and 18 may have frontages less than 50 metres.

Each proposed lot will have adequate usable space for the convenient erection of a dwelling house and outbuildings outside any mapped flood hazard area.

No significant further clearing will occur on any mapped ridgeline. Some minor clearing is necessary to construct proposed Roads A and B, provide access to proposed Lot 43 and to provide a building site on proposed Lots 6 & 7.

The lesser frontages for Lots 17 and 18 will not impact on the provision of safe and convenient access for any future dwelling house on either lot.

The development complies with all relevant aspects of S1



RA6-N



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

SARA reference: 1802-4193 SRA
Council reference: RAL/18/0002
Applicant reference: HRP16299/003

27 September 2019

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

Attention: Brian Millard

Dear Mr. Millard

SARA response—301 Boyles Road, Kuranda QLD 4881

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

The development application described below was confirmed as properly referred by the Department of State Development, Manufacturing, Infrastructure and Planning on 18 June 2018.

Response

Outcome:	Referral agency response – with conditions
Date of response:	27 September 2019
Conditions:	The conditions in Attachment 1 must be attached to any development approval.
Advice:	Advice to the applicant is in Attachment 2 .
Reasons:	The reasons for the referral agency response are in Attachment 3 .

Development details

Description:	Development permit	Reconfiguring a lot for 5 Lots into 49 lots
SARA role:	Referral Agency	
SARA trigger:	Schedule 10, Part 3, Division 4, Table 2, Item 1 (Planning Regulation 2017)	

Development application for a reconfiguring a lot which involves operational work for the clearing of native vegetation

DA Advisory Team (DAAT)
Level 13, 1 William Street
BRISBANE QLD 4000
PO Box 15009 CITY EAST QLD 4002

Page 1 of 7

1802-4193 SRA

SARA reference: 1802-4193 SRA
Assessment Manager: Mareeba Shire Council
Street address: 301 Boyles Road, Kuranda QLD 4881
Real property description: Lots 17, 18 and 19 on SP296830, Lot 22 on SP296830 (now described as Lot 22 SP304952) and Lot 20 on N157423
Applicant name: Reeve and Ocean Pty Ltd
Applicant contact details: c/- Wild Plan Pty Ltd
PO Box 8028
CAIRNS QLD 4870
dominic@wildplan.com.au

Representations

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

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

For further information please contact Duncan Livingstone, Principal Planner, on 3452 7180 or via email DAAT@dsmip.qld.gov.au who will be pleased to assist.

Yours sincerely



Kate Wall
Acting Executive Director

cc Reeve and Ocean Pty Ltd, c/- Wild Plan Pty Ltd dominic@wildplan.com.au

enc Attachment 1 - Referral agency conditions
Attachment 2 - Advice to the applicant
Attachment 3 - Reasons for referral agency response
Attachment 4 - Representations provisions
Attachment 5 - Approved plans and specifications

1802-4193 SRA

Attachment 1—Referral agency conditions

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

No.	Conditions	Condition timing
Reconfiguring a lot which involves operational work for the clearing of native vegetation		
Clearing native vegetation - The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of the Department of Natural Resources and Mines to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following conditions:		
1.	No clearing of vegetation is to occur within areas identified as: a) Area A (Parts A ¹ -A ⁶) as shown on the attached Technical Agency Response (Vegetation) Plan, reference, TARP 1802-4193 SRA, Sheets 1 – 4, Date 10 th September 2019 b) Derived coordinate points for GPS listed in Attachment to Technical Agency Response (Vegetation) Plan, reference, TARP 1802-4193 SRA, Sheets 1 – 4, Date 10 th September 2019.	At all times
2.	No built structure, other than for fences, roads and underground services is to be established, constructed or located within areas identified as Area B (Parts B ¹ -B ⁵) as shown on attached TARP 1802-4193 SRA dated 10 September 2019.	At all times
3.	Any person(s) engaged or employed to carry out the clearing of vegetation under this development approval must be provided with a full copy of this development approval, and must be made aware of the full extent of clearing authorised by this development approval.	Prior to clearing

1802-4193 SRA

Attachment 2—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the State Development Assessment Provisions (SDAP) [v2.1]. If a word remains undefined it has its ordinary meaning.
Category C and Category R Areas	
3.	Please note, clearing vegetation to the extent the clearing is in any category C areas or category R areas is not for a relevant purpose under the <i>Vegetation Management Act 1999</i> . Accordingly clearing of vegetation in these areas cannot be approved under a development approval. If your proposed development includes clearing vegetation in any category C areas or category R areas you should ensure this clearing can be undertaken as exempt clearing work or in accordance with an Accepted Development Vegetation Clearing Code (ADVCC). Clearing vegetation in any category C areas or category R areas that is not exempt or in accordance with an ADVCC is prohibited development. Information on exempt clearing work or ADVCCs is available online at www.qld.gov.au (search 'exempt clearing work' or 'accepted development vegetation clearing codes').
Digital Data	
4.	To request an electronic file of the Derived Points (Attached to Plan: 1802-4193 SRA) as contained in this response, email a request to the Department of Natural Resources, Mines and Energy (DNRME) at northvegetation@dnrme.qld.gov.au and include application reference (1802-4193 SRA).

1802-4193 SRA

Attachment 3—Reasons for referral agency response

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

The reasons for the department's decision are:

- The proposal complies with *State code 16: Native vegetation clearing*.
- The proposal mitigates the impacts associated with vegetation clearing.

Material used in the assessment of the application:

- The development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- The *State Development Assessment Provisions* (version [2.1]), as published by the department
- The Development Assessment Rules
- SARA DA Mapping system
- State Planning Policy mapping system

1802-4193 SRA

Attachment 4—Change representation provisions

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1802-4193 SRA

Attachment 5—Approved plans and specifications

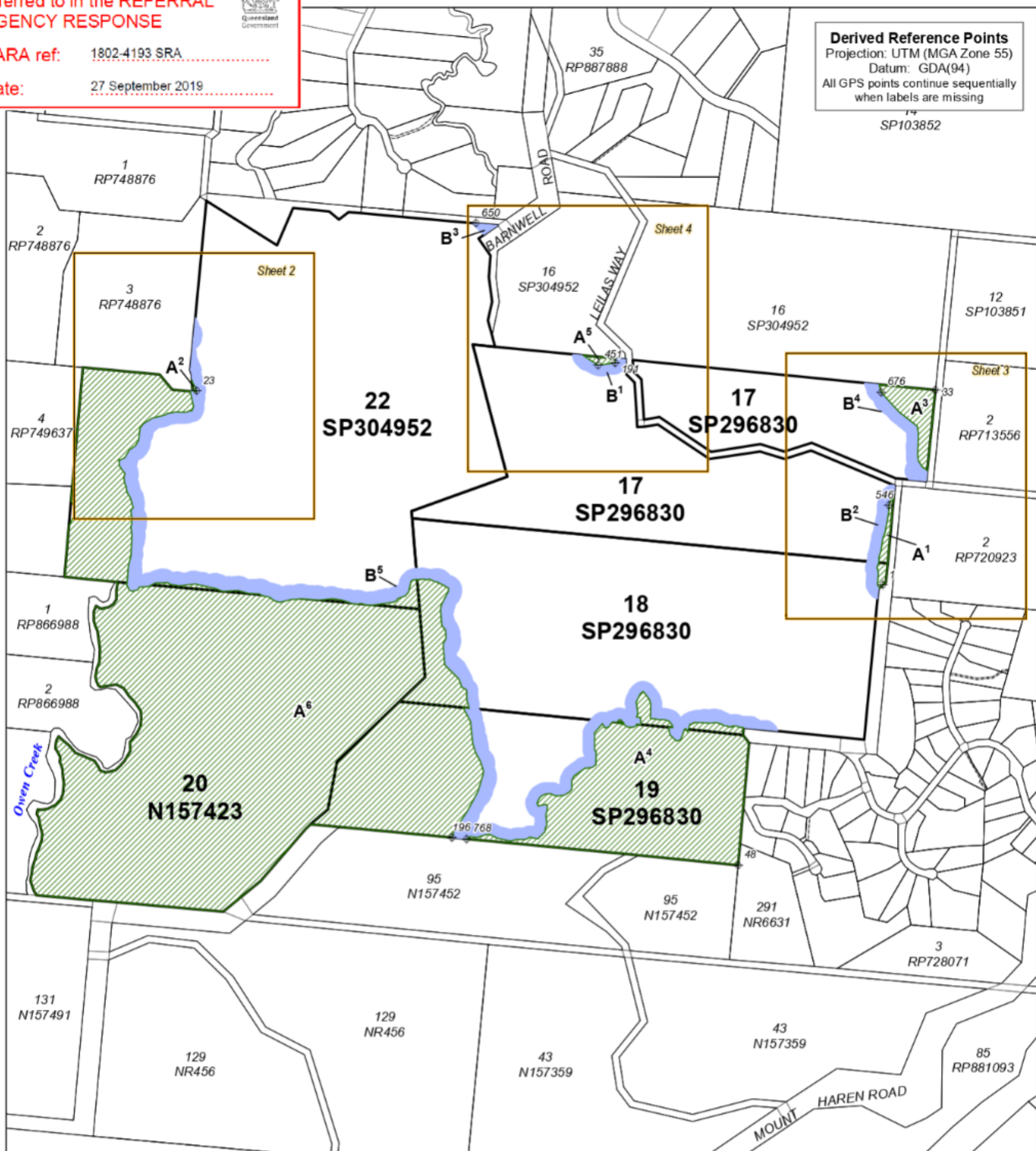
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**PLANS AND DOCUMENTS
referred to in the REFERRAL
AGENCY RESPONSE**

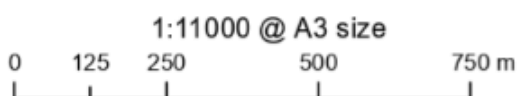


SARA ref: 1802-4193 SRA

Date: 27 September 2019



Derived Reference Points
Projection: UTM (MGA Zone 55)
Datum: GDA(94)
All GPS points continue sequentially
when labels are missing



Projection: UTM (MGA Zone 55) Datum: GDA94

Note: Derived Reference Points are provided to assist in the location of the Technical Agency Response boundaries. Responsibility for locating these boundaries lies solely with the landholder and delegated contractor(s).

The property boundaries shown on this plan are APPROXIMATE ONLY. They are NOT an accurate representation of the legal boundaries.

<p>LEGEND</p> <ul style="list-style-type: none"> Derived Reference Points for GPS (see Attachment to plan) (Area start points shown only) Subject Lot(s) Area A (Parts A¹ - A⁶) Area B (Parts B¹ - B⁵) <p>Note: This is a colour plan and should only be reproduced in colour.</p>	<p>Technical Agency Response (Vegetation) Plan</p> <p>eLVAS. 2018/004234</p> <p>CENTRE: MAREEBA LOCALITY OF KURANDA</p> <p>REGION: NORTH LOCAL GOVT: MAREEBA SHIRE</p> <p>Date: 10th September 2019</p>	<p>reference, TARP 1802-4193 SRA Sheet 1 of 4</p>
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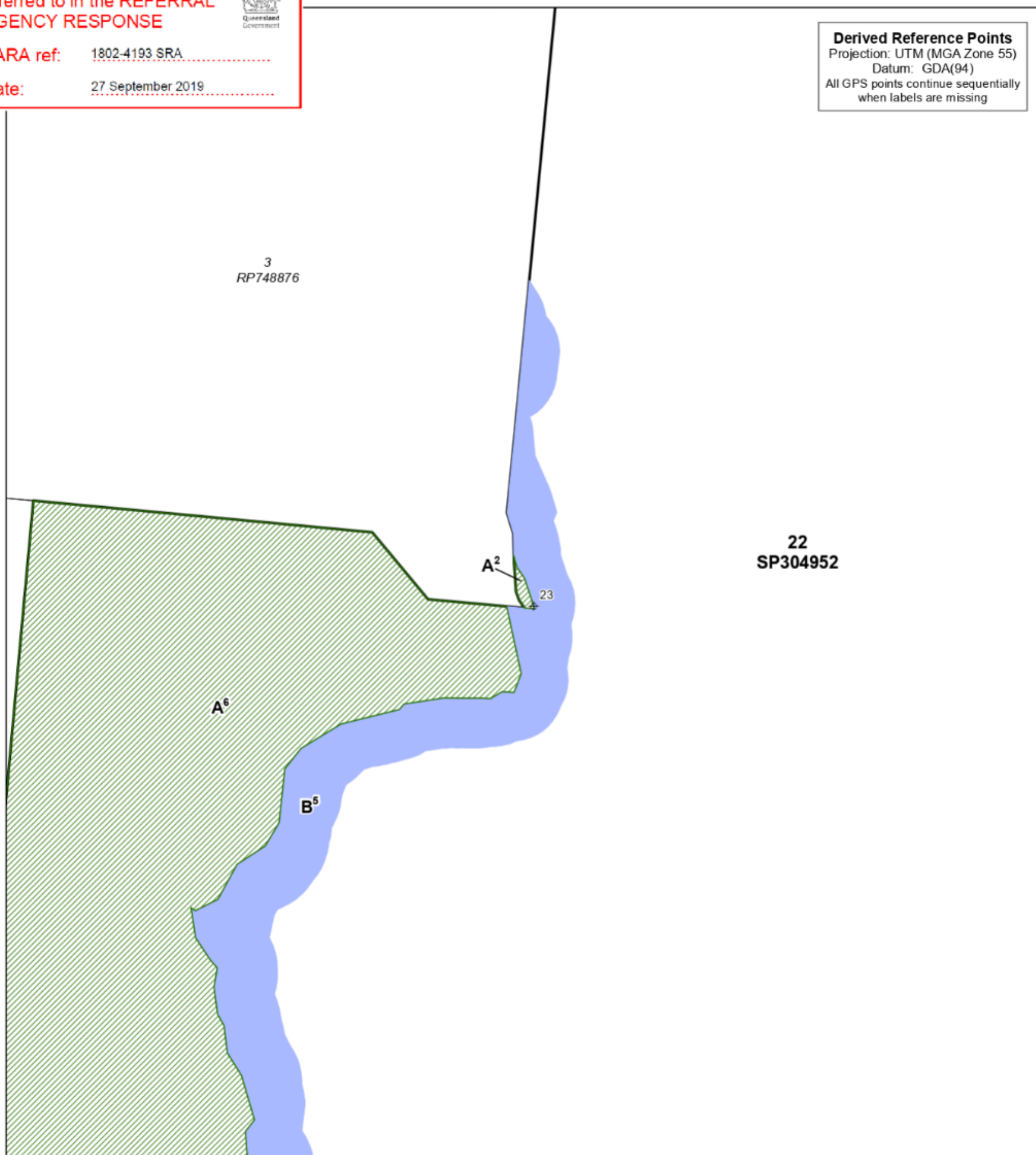
**PLANS AND DOCUMENTS
referred to in the REFERRAL
AGENCY RESPONSE**



SARA ref: 1802-4193 SRA

Date: 27 September 2019


Derived Reference Points
Projection: UTM (MGA Zone 55)
Datum: GDA(94)
All GPS points continue sequentially
when labels are missing



1:2500 @ A3 size
0 25 50 100 150 200 250 m
Projection: UTM (MGA Zone 55) Datum: GDA94

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<div>LEGEND</div> <div><div><div>✦</div><div>Derived Reference Points for GPS (see Attachment to plan) (Area start points shown only)</div></div><div><div><div></div></div><div>Subject Lot(s)</div></div><div><div><div></div></div><div>Area A (Parts A¹ - A⁶)</div></div><div><div><div></div></div><div>Area B (Parts B¹ - B⁵)</div></div></div> <div>Note: This is a colour plan and should only be reproduced in colour.</div>	<div>Technical Agency Response (Vegetation) Plan</div> <div><div></div><div>eLVAS: 2018/004234</div></div> <div><div><div>CENTRE: MAREEBA LOCALITY OF KURANDA</div><div>REGION: NORTH LOCAL GOVT: MAREEBA SHIRE</div></div><div><div></div><div>Date: 10th September 2019</div></div></div>	<div><div><div><div></div><div>N</div></div><div><div></div><div>Queensland Government</div></div></div><div><div>reference, TARP</div><div>1802-4193 SRA</div><div>Sheet 2 of 4</div></div></div>
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**PLANS AND DOCUMENTS
referred to in the REFERRAL
AGENCY RESPONSE**



SARA ref: 1802-4193 SRA



Date: 27 September 2019



1:2500 @ A3 size
0 25 50 100 150 200 250 m
Projection: UTM (MGA Zone 55) Datum: GDA94

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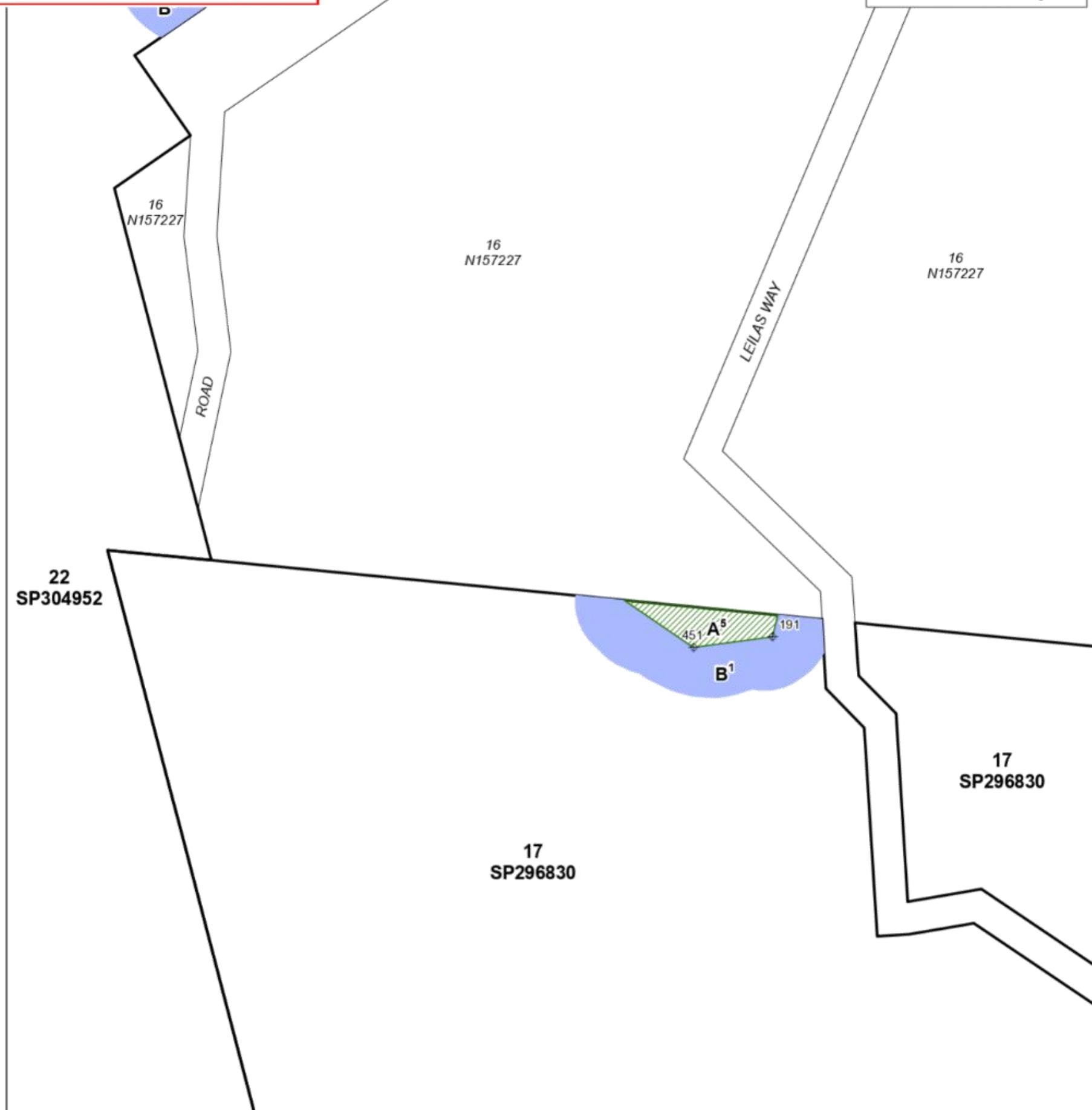
**PLANS AND DOCUMENTS
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AGENCY RESPONSE**



SARA ref: 1802-4193 SRA

Date: 27 September 2019



Derived Reference Points
Projection: UTM (MGA Zone 55)
Datum: GDA(94)
All GPS points continue sequentially
when labels are missing



1:2500 @ A3 size
0 25 50 100 150 200 250 m
Projection: UTM (MGA Zone 55) Datum: GDA94

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**Attachment to Technical Agency Response (Vegetation) Plan, reference, TARP 1802-4193 SRA,
Sheets 1 - 4
Derived Reference Points for GPS
Datum: GDA 1994, Projection: MGA Zone 55**

**PLANS AND DOCUMENTS
referred to in the REFERRAL
AGENCY RESPONSE**



SARA ref: 1802-4193 SRA.....
Date: 27 September 2019.....

Notes: Derived Reference Points are provided to assist in the location of area boundaries.
Responsibility for locating these boundaries lies solely with the landholder and delegated contractor(s).
Coordinates start at a point indicated on the accompanying plan and proceed in a clockwise direction.

Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing
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A1	2	352334	8139355	A4	62	351274	8138624	A4	122	351606	8138952
A1	3	352328	8139364	A4	63	351285	8138627	A4	123	351621	8138951
A1	4	352330	8139396	A4	64	351287	8138627	A4	124	351622	8138951
A1	5	352328	8139409	A4	65	351294	8138627	A4	125	351629	8138955
A1	6	352326	8139411	A4	66	351311	8138627	A4	126	351632	8138957
A1	7	352331	8139427	A4	67	351312	8138628	A4	127	351632	8138960
A1	8	352332	8139430	A4	68	351313	8138628	A4	128	351645	8138959
A1	9	352332	8139436	A4	69	351323	8138633	A4	129	351643	8138978
A1	10	352332	8139444	A4	70	351331	8138632	A4	130	351643	8138979
A1	11	352338	8139461	A4	71	351347	8138629	A4	131	351631	8138981
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A4	59	351208	8138641	A4	119	351581	8138965	A4	179	351915	8138955
A4	60	351229	8138631	A4	120	351584	8138961	A4	180	351919	8138955

**Attachment to Technical Agency Response (Vegetation) Plan, reference, TARP 1802-4193 SRA,
Sheets 1 - 4
Derived Reference Points for GPS
Datum: GDA 1994, Projection: MGA Zone 55**

**PLANS AND DOCUMENTS
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SARA ref: 1802-4193 SRA.....
Date: 27 September 2019.....

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Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing
A4	181	351920	8138954	A6	241	349992	8138899	A6	301	350339	8139867
A4	182	351926	8138952	A6	242	350011	8138878	A6	302	350334	8139863
A4	183	351940	8138950	A6	243	350036	8138867	A6	303	350332	8139862
A4	184	351941	8138950	A6	244	350065	8138855	A6	304	350326	8139862
A4	185	351939	8138929	A6	245	350075	8138840	A6	305	350312	8139862
A4	186	351957	8138906	A6	246	350083	8138826	A6	306	350301	8139863
A4	187	351943	8138749	A6	247	350098	8138820	A6	307	350275	8139858
A4	188	351940	8138719	A6	248	350127	8138827	A6	308	350272	8139855
A4	189	351930	8138614	A6	249	350139	8138839	A6	309	350234	8139845
A4	190	351925	8138552	A6	250	350154	8138855	A6	310	350208	8139830
A5	191	351569	8140004	A6	251	350169	8138883	A6	311	350197	8139816
A5	192	351520	8139998	A6	252	350168	8138908	A6	312	350193	8139781
A5	193	351477	8140027	A6	253	350189	8138934	A6	313	350193	8139780
A5	194	351572	8140018	A6	254	350199	8138954	A6	314	350184	8139766
A5	195	351569	8140004	A6	255	350201	8138975	A6	315	350166	8139753
A6	196	351099	8138632	A6	256	350200	8138998	A6	316	350153	8139731
A6	197	350773	8138663	A6	257	350183	8139022	A6	317	350148	8139728
A6	198	350750	8138665	A6	258	350165	8139042	A6	318	350138	8139723
A6	199	350690	8138671	A6	259	350151	8139063	A6	319	350136	8139725
A6	200	350677	8138659	A6	260	350129	8139075	A6	320	350139	8139705
A6	201	350545	8138506	A6	261	350092	8139070	A6	321	350148	8139691
A6	202	350490	8138461	A6	262	350082	8139068	A6	322	350153	8139686
A6	203	350438	8138418	A6	263	350076	8139073	A6	323	350151	8139677
A6	204	350131	8138445	A6	264	350071	8139085	A6	324	350151	8139673
A6	205	350061	8138451	A6	265	350069	8139098	A6	325	350153	8139655
A6	206	349898	8138465	A6	266	350073	8139124	A6	326	350157	8139648
A6	207	349894	8138472	A6	267	350079	8139139	A6	327	350159	8139630
A6	208	349892	8138477	A6	268	350081	8139153	A6	328	350169	8139615
A6	209	349886	8138489	A6	269	350082	8139178	A6	329	350177	8139586
A6	210	349880	8138509	A6	270	350074	8139230	A6	330	350171	8139579
A6	211	349884	8138526	A6	271	350067	8139245	A6	331	350174	8139548
A6	212	349885	8138545	A6	272	350064	8139259	A6	332	350174	8139547
A6	213	349894	8138570	A6	273	350064	8139287	A6	333	350171	8139529
A6	214	349899	8138588	A6	274	350071	8139302	A6	334	350174	8139507
A6	215	349908	8138608	A6	275	350084	8139293	A6	335	350171	8139447
A6	216	349913	8138625	A6	276	350107	8139298	A6	336	350163	8139418
A6	217	349914	8138643	A6	277	350120	8139307	A6	337	350159	8139369
A6	218	349910	8138661	A6	278	350129	8139321	A6	338	350159	8139363
A6	219	349907	8138679	A6	279	350129	8139348	A6	339	350164	8139352
A6	220	349905	8138690	A6	280	350133	8139371	A6	340	350166	8139347
A6	221	349899	8138701	A6	281	350125	8139372	A6	341	350174	8139344
A6	222	349902	8138713	A6	282	350113	8139373	A6	342	350188	8139348
A6	223	349912	8138712	A6	283	349979	8139386	A6	343	350191	8139349
A6	224	349930	8138716	A6	284	349990	8139512	A6	344	350195	8139357
A6	225	349953	8138726	A6	285	349992	8139534	A6	345	350223	8139358
A6	226	349968	8138743	A6	286	349995	8139538	A6	346	350231	8139363
A6	227	349974	8138758	A6	287	350001	8139554	A6	347	350242	8139369
A6	228	349977	8138788	A6	288	350007	8139561	A6	348	350260	8139369
A6	229	349974	8138810	A6	289	350005	8139593	A6	349	350277	8139369
A6	230	349974	8138821	A6	290	349998	8139607	A6	350	350285	8139364
A6	231	349973	8138829	A6	291	350001	8139642	A6	351	350311	8139360
A6	232	349969	8138841	A6	292	350001	8139648	A6	352	350326	8139362
A6	233	349966	8138851	A6	293	350002	8139653	A6	353	350356	8139365
A6	234	349967	8138865	A6	294	350033	8139992	A6	354	350360	8139364
A6	235	349959	8138881	A6	295	350254	8139971	A6	355	350389	8139358
A6	236	349953	8138889	A6	296	350291	8139927	A6	356	350415	8139353
A6	237	349954	8138902	A6	297	350342	8139923	A6	357	350434	8139345
A6	238	349956	8138914	A6	298	350342	8139922	A6	358	350435	8139344
A6	239	349962	8138925	A6	299	350352	8139878	A6	359	350436	8139345
A6	240	349974	8138914	A6	300	350347	8139866	A6	360	350436	8139345

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Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing
A6	361	350453	8139345	A6	421	351088	8139344	B1	481	351559	8139972
A6	362	350480	8139347	A6	422	351068	8139306	B1	482	351557	8139972
A6	363	350480	8139347	A6	423	351065	8139292	B1	483	351552	8139971
A6	364	350510	8139338	A6	424	351069	8139244	B1	484	351552	8139970
A6	365	350541	8139337	A6	425	351079	8139234	B1	485	351551	8139970
A6	366	350546	8139335	A6	426	351081	8139209	B1	486	351549	8139969
A6	367	350546	8139335	A6	427	351073	8139192	B1	487	351547	8139969
A6	368	350547	8139334	A6	428	351076	8139157	B1	488	351547	8139969
A6	369	350553	8139331	A6	429	351076	8139156	B1	489	351547	8139969
A6	370	350570	8139328	A6	430	351076	8139156	B1	490	351544	8139968
A6	371	350585	8139317	A6	431	351078	8139131	B1	491	351543	8139968
A6	372	350601	8139312	A6	432	351119	8139091	B1	492	351539	8139967
A6	373	350612	8139315	A6	433	351125	8139073	B1	493	351538	8139967
A6	374	350635	8139321	A6	434	351125	8139069	B1	494	351534	8139967
A6	375	350649	8139321	A6	435	351140	8139059	B1	495	351530	8139967
A6	376	350649	8139321	A6	436	351142	8139028	B1	496	351522	8139967
A6	377	350656	8139321	A6	437	351148	8139006	B1	497	351519	8139968
A6	378	350665	8139323	A6	438	351133	8139008	B1	498	351517	8139968
A6	379	350672	8139322	A6	439	351135	8139001	B1	499	351510	8139970
A6	380	350713	8139319	A6	440	351152	8138968	B1	500	351507	8139971
A6	381	350716	8139319	A6	441	351158	8138904	B1	501	351504	8139972
A6	382	350716	8139319	A6	442	351167	8138877	B1	502	351493	8139978
A6	383	350724	8139320	A6	443	351181	8138852	B1	503	351490	8139979
A6	384	350752	8139323	A6	444	351189	8138825	B1	504	351487	8139981
A6	385	350756	8139322	A6	445	351189	8138815	B1	505	351487	8139982
A6	386	350781	8139319	A6	446	351173	8138766	B1	506	351487	8139982
A6	387	350805	8139311	A6	447	351145	8138711	B1	507	351487	8139982
A6	388	350805	8139311	A6	448	351103	8138647	B1	508	351483	8139983
A6	389	350812	8139309	A6	449	351099	8138632	B1	509	351482	8139983
A6	390	350826	8139307	A6	450	351099	8138632	B1	510	351482	8139983
A6	391	350833	8139308	B1	451	351520	8139998	B1	511	351482	8139983
A6	392	350833	8139308	B1	452	351569	8140004	B1	512	351477	8139985
A6	393	350835	8139309	B1	453	351572	8140018	B1	513	351473	8139987
A6	394	350836	8139309	B1	454	351600	8140015	B1	514	351468	8139990
A6	395	350838	8139308	B1	455	351601	8139995	B1	515	351465	8139993
A6	396	350840	8139308	B1	456	351601	8139994	B1	516	351464	8139994
A6	397	350840	8139308	B1	457	351598	8139990	B1	517	351464	8139994
A6	398	350849	8139305	B1	458	351596	8139987	B1	518	351464	8139994
A6	399	350870	8139304	B1	459	351593	8139983	B1	519	351458	8140000
A6	400	350872	8139305	B1	460	351589	8139981	B1	520	351455	8140004
A6	401	350872	8139305	B1	461	351585	8139978	B1	521	351455	8140004
A6	402	350876	8139305	B1	462	351581	8139975	B1	522	351454	8140004
A6	403	350931	8139313	B1	463	351581	8139975	B1	523	351454	8140005
A6	404	350940	8139318	B1	464	351581	8139975	B1	524	351452	8140008
A6	405	350942	8139322	B1	465	351579	8139974	B1	525	351452	8140008
A6	406	350964	8139331	B1	466	351576	8139973	B1	526	351452	8140008
A6	407	350973	8139342	B1	467	351576	8139973	B1	527	351451	8140010
A6	408	350980	8139374	B1	468	351576	8139973	B1	528	351450	8140013
A6	409	350984	8139377	B1	469	351574	8139973	B1	529	351450	8140013
A6	410	350997	8139379	B1	470	351571	8139972	B1	530	351449	8140013
A6	411	350998	8139376	B1	471	351571	8139972	B1	531	351449	8140015
A6	412	350999	8139378	B1	472	351571	8139972	B1	532	351448	8140018
A6	413	351014	8139380	B1	473	351569	8139972	B1	533	351448	8140018
A6	414	351028	8139377	B1	474	351566	8139971	B1	534	351448	8140018
A6	415	351032	8139380	B1	475	351566	8139971	B1	535	351448	8140020
A6	416	351049	8139372	B1	476	351566	8139971	B1	536	351447	8140023
A6	417	351059	8139370	B1	477	351564	8139971	B1	537	351447	8140023
A6	418	351059	8139368	B1	478	351561	8139971	B1	538	351447	8140024
A6	419	351063	8139367	B1	479	351561	8139971	B1	539	351447	8140025
A6	420	351088	8139354	B1	480	351560	8139971	B1	540	351447	8140028

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Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing
B1	541	351447	8140028	B2	601	352306	8139476	B3	661	351173	8140391
B1	542	351447	8140029	B2	602	352306	8139476	B3	662	351172	8140392
B1	543	351448	8140030	B2	603	352307	8139482	B3	663	351172	8140392
B1	544	351477	8140027	B2	604	352308	8139489	B3	664	351168	8140396
B1	545	351520	8139998	B2	605	352308	8139489	B3	665	351168	8140397
B2	546	352360	8139592	B2	606	352309	8139495	B3	666	351167	8140398
B2	547	352360	8139572	B2	607	352310	8139502	B3	667	351165	8140400
B2	548	352352	8139527	B2	608	352311	8139505	B3	668	351164	8140401
B2	549	352350	8139516	B2	609	352312	8139507	B3	669	351163	8140402
B2	550	352344	8139499	B2	610	352317	8139522	B3	670	351161	8140404
B2	551	352338	8139461	B2	611	352318	8139525	B3	671	351160	8140405
B2	552	352332	8139444	B2	612	352318	8139529	B3	672	351160	8140405
B2	553	352332	8139436	B2	613	352319	8139530	B3	673	351159	8140407
B2	554	352332	8139430	B2	614	352320	8139535	B3	674	351158	8140409
B2	555	352331	8139427	B2	615	352321	8139546	B3	675	351166	8140408
B2	556	352326	8139411	B2	616	352322	8139547	B4	676	352338	8139920
B2	557	352328	8139409	B2	617	352323	8139552	B4	677	352391	8139862
B2	558	352330	8139396	B2	618	352323	8139557	B4	678	352442	8139822
B2	559	352328	8139364	B2	619	352324	8139558	B4	679	352446	8139802
B2	560	352334	8139355	B2	620	352325	8139563	B4	680	352444	8139739
B2	561	352331	8139351	B2	621	352326	8139574	B4	681	352444	8139735
B2	562	352328	8139323	B2	622	352327	8139577	B4	682	352446	8139721
B2	563	352325	8139323	B2	623	352327	8139592	B4	683	352448	8139719
B2	564	352321	8139325	B2	624	352327	8139596	B4	684	352458	8139703
B2	565	352319	8139326	B2	625	352328	8139599	B4	685	352459	8139703
B2	566	352319	8139326	B2	626	352329	8139602	B4	686	352472	8139694
B2	567	352318	8139326	B2	627	352330	8139605	B4	687	352468	8139663
B2	568	352318	8139326	B2	628	352331	8139610	B4	688	352418	8139667
B2	569	352315	8139328	B2	629	352332	8139610	B4	689	352416	8139670
B2	570	352314	8139328	B2	630	352333	8139615	B4	690	352414	8139673
B2	571	352314	8139329	B2	631	352335	8139618	B4	691	352411	8139677
B2	572	352314	8139329	B2	632	352336	8139623	B4	692	352409	8139681
B2	573	352311	8139332	B2	633	352337	8139623	B4	693	352408	8139685
B2	574	352309	8139334	B2	634	352338	8139628	B4	694	352407	8139689
B2	575	352306	8139337	B2	635	352339	8139630	B4	695	352407	8139693
B2	576	352304	8139340	B2	636	352341	8139633	B4	696	352407	8139694
B2	577	352302	8139343	B2	637	352343	8139636	B4	697	352407	8139698
B2	578	352299	8139347	B2	638	352346	8139638	B4	698	352408	8139702
B2	579	352297	8139351	B2	639	352351	8139643	B4	699	352409	8139707
B2	580	352296	8139355	B2	640	352354	8139646	B4	700	352411	8139710
B2	581	352295	8139359	B2	641	352358	8139649	B4	701	352414	8139714
B2	582	352295	8139363	B2	642	352361	8139650	B4	702	352413	8139717
B2	583	352295	8139372	B2	643	352365	8139652	B4	703	352412	8139720
B2	584	352295	8139375	B2	644	352370	8139653	B4	704	352411	8139727
B2	585	352296	8139386	B2	645	352371	8139653	B4	705	352411	8139732
B2	586	352296	8139397	B2	646	352378	8139650	B4	706	352411	8139753
B2	587	352294	8139402	B2	647	352375	8139621	B4	707	352410	8139757
B2	588	352293	8139406	B2	648	352369	8139615	B4	708	352410	8139761
B2	589	352293	8139411	B2	649	352360	8139592	B4	709	352410	8139762
B2	590	352293	8139413	B3	650	351166	8140408	B4	710	352410	8139766
B2	591	352293	8139417	B3	651	351230	8140402	B4	711	352411	8139770
B2	592	352294	8139420	B3	652	351226	8140399	B4	712	352412	8139774
B2	593	352295	8139423	B3	653	351196	8140379	B4	713	352412	8139802
B2	594	352297	8139431	B3	654	351191	8140375	B4	714	352412	8139802
B2	595	352298	8139434	B3	655	351190	8140376	B4	715	352412	8139803
B2	596	352299	8139447	B3	656	351186	8140379	B4	716	352410	8139805
B2	597	352300	8139451	B3	657	351182	8140382	B4	717	352409	8139805
B2	598	352301	8139455	B3	658	351180	8140383	B4	718	352406	8139807
B2	599	352305	8139469	B3	659	351177	8140386	B4	719	352404	8139809
B2	600	352306	8139470	B3	660	351176	8140387	B4	720	352401	8139811

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B4	721	352399	8139813	B5	781	351135	8139001	B5	841	350716	8139319
B4	722	352396	8139815	B5	782	351133	8139008	B5	842	350713	8139319
B4	723	352394	8139817	B5	783	351148	8139006	B5	843	350672	8139322
B4	724	352391	8139819	B5	784	351142	8139028	B5	844	350665	8139323
B4	725	352389	8139821	B5	785	351140	8139059	B5	845	350656	8139321
B4	726	352386	8139823	B5	786	351125	8139069	B5	846	350649	8139321
B4	727	352384	8139825	B5	787	351125	8139073	B5	847	350649	8139321
B4	728	352381	8139827	B5	788	351119	8139091	B5	848	350635	8139321
B4	729	352379	8139830	B5	789	351078	8139131	B5	849	350612	8139315
B4	730	352378	8139830	B5	790	351076	8139156	B5	850	350601	8139312
B4	731	352375	8139832	B5	791	351076	8139156	B5	851	350585	8139317
B4	732	352373	8139834	B5	792	351076	8139157	B5	852	350570	8139328
B4	733	352370	8139836	B5	793	351073	8139192	B5	853	350553	8139331
B4	734	352368	8139839	B5	794	351081	8139209	B5	854	350547	8139334
B4	735	352366	8139841	B5	795	351079	8139234	B5	855	350546	8139335
B4	736	352363	8139843	B5	796	351069	8139244	B5	856	350546	8139335
B4	737	352361	8139846	B5	797	351065	8139292	B5	857	350541	8139337
B4	738	352354	8139854	B5	798	351068	8139306	B5	858	350510	8139338
B4	739	352352	8139855	B5	799	351088	8139344	B5	859	350480	8139347
B4	740	352348	8139858	B5	800	351088	8139354	B5	860	350480	8139347
B4	741	352343	8139861	B5	801	351063	8139367	B5	861	350453	8139345
B4	742	352340	8139865	B5	802	351059	8139368	B5	862	350436	8139345
B4	743	352335	8139867	B5	803	351059	8139370	B5	863	350436	8139345
B4	744	352331	8139870	B5	804	351049	8139372	B5	864	350435	8139344
B4	745	352327	8139874	B5	805	351032	8139380	B5	865	350434	8139345
B4	746	352324	8139878	B5	806	351028	8139377	B5	866	350415	8139353
B4	747	352321	8139883	B5	807	351014	8139380	B5	867	350389	8139358
B4	748	352319	8139888	B5	808	350999	8139378	B5	868	350360	8139364
B4	749	352318	8139893	B5	809	350998	8139376	B5	869	350356	8139365
B4	750	352318	8139893	B5	810	350997	8139379	B5	870	350326	8139362
B4	751	352315	8139895	B5	811	350984	8139377	B5	871	350311	8139360
B4	752	352313	8139897	B5	812	350980	8139374	B5	872	350285	8139364
B4	753	352310	8139900	B5	813	350973	8139342	B5	873	350277	8139369
B4	754	352306	8139903	B5	814	350964	8139331	B5	874	350260	8139369
B4	755	352303	8139908	B5	815	350942	8139322	B5	875	350242	8139369
B4	756	352300	8139912	B5	816	350940	8139318	B5	876	350231	8139363
B4	757	352298	8139917	B5	817	350931	8139313	B5	877	350223	8139358
B4	758	352297	8139922	B5	818	350876	8139305	B5	878	350195	8139357
B4	759	352296	8139928	B5	819	350872	8139305	B5	879	350191	8139349
B4	760	352294	8139931	B5	820	350872	8139305	B5	880	350188	8139348
B4	761	352293	8139935	B5	821	350870	8139304	B5	881	350174	8139344
B4	762	352292	8139938	B5	822	350849	8139305	B5	882	350166	8139347
B4	763	352291	8139941	B5	823	350841	8139308	B5	883	350164	8139352
B4	764	352290	8139945	B5	824	350840	8139308	B5	884	350159	8139363
B4	765	352290	8139947	B5	825	350840	8139308	B5	885	350159	8139369
B4	766	352332	8139942	B5	826	350838	8139308	B5	886	350163	8139418
B4	767	352338	8139920	B5	827	350836	8139309	B5	887	350171	8139447
B5	768	351140	8138628	B5	828	350835	8139309	B5	888	350174	8139507
B5	769	351099	8138632	B5	829	350833	8139308	B5	889	350171	8139529
B5	770	351099	8138632	B5	830	350833	8139308	B5	890	350174	8139547
B5	771	351103	8138647	B5	831	350833	8139308	B5	891	350174	8139548
B5	772	351145	8138711	B5	832	350826	8139307	B5	892	350171	8139579
B5	773	351173	8138766	B5	833	350812	8139309	B5	893	350177	8139586
B5	774	351189	8138815	B5	834	350805	8139311	B5	894	350169	8139615
B5	775	351189	8138825	B5	835	350805	8139311	B5	895	350159	8139630
B5	776	351181	8138852	B5	836	350781	8139319	B5	896	350157	8139648
B5	777	351167	8138877	B5	837	350756	8139322	B5	897	350153	8139655
B5	778	351158	8138904	B5	838	350752	8139323	B5	898	350151	8139673
B5	779	351152	8138968	B5	839	350724	8139320	B5	899	350151	8139677
B5	780	351149	8138974	B5	840	350716	8139319	B5	900	350153	8139686

**Attachment to Technical Agency Response (Vegetation) Plan, reference, TARP 1802-4193 SRA,
Sheets 1 - 4
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Date: 27 September 2019

Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing
B5	901	350148	8139691	B5	961	350361	8140021	B5	1021	350362	8139838
B5	902	350139	8139705	B5	962	350370	8139999	B5	1022	350358	8139836
B5	903	350136	8139725	B5	963	350372	8139996	B5	1023	350353	8139835
B5	904	350138	8139723	B5	964	350372	8139994	B5	1024	350349	8139834
B5	905	350148	8139728	B5	965	350375	8139985	B5	1025	350344	8139833
B5	906	350153	8139731	B5	966	350375	8139984	B5	1026	350340	8139831
B5	907	350166	8139753	B5	967	350373	8139978	B5	1027	350335	8139831
B5	908	350184	8139766	B5	968	350374	8139974	B5	1028	350333	8139831
B5	909	350193	8139780	B5	969	350376	8139968	B5	1029	350332	8139831
B5	910	350193	8139781	B5	970	350376	8139965	B5	1030	350331	8139831
B5	911	350197	8139816	B5	971	350377	8139964	B5	1031	350327	8139830
B5	912	350208	8139830	B5	972	350377	8139960	B5	1032	350323	8139830
B5	913	350234	8139845	B5	973	350377	8139957	B5	1033	350320	8139830
B5	914	350272	8139855	B5	974	350378	8139955	B5	1034	350319	8139830
B5	915	350275	8139858	B5	975	350381	8139944	B5	1035	350318	8139830
B5	916	350301	8139863	B5	976	350382	8139942	B5	1036	350315	8139830
B5	917	350312	8139862	B5	977	350384	8139938	B5	1037	350312	8139830
B5	918	350326	8139862	B5	978	350386	8139933	B5	1038	350312	8139830
B5	919	350332	8139862	B5	979	350387	8139929	B5	1039	350311	8139830
B5	920	350334	8139863	B5	980	350387	8139924	B5	1040	350309	8139830
B5	921	350339	8139867	B5	981	350386	8139919	B5	1041	350306	8139830
B5	922	350347	8139866	B5	982	350386	8139917	B5	1042	350306	8139830
B5	923	350352	8139878	B5	983	350385	8139914	B5	1043	350303	8139830
B5	924	350342	8139922	B5	984	350384	8139911	B5	1044	350300	8139829
B5	925	350342	8139923	B5	985	350384	8139911	B5	1045	350291	8139828
B5	926	350354	8139921	B5	986	350384	8139910	B5	1046	350289	8139828
B5	927	350360	8139921	B5	987	350385	8139905	B5	1047	350285	8139825
B5	928	350360	8139922	B5	988	350385	8139905	B5	1048	350280	8139823
B5	929	350354	8139941	B5	989	350385	8139905	B5	1049	350276	8139822
B5	930	350349	8139948	B5	990	350385	8139903	B5	1050	350273	8139822
B5	931	350347	8139956	B5	991	350385	8139900	B5	1051	350270	8139821
B5	932	350347	8139970	B5	992	350385	8139900	B5	1052	350269	8139820
B5	933	350342	8139984	B5	993	350385	8139900	B5	1053	350267	8139820
B5	934	350343	8139991	B5	994	350385	8139898	B5	1054	350264	8139819
B5	935	350343	8139993	B5	995	350384	8139895	B5	1055	350264	8139819
B5	936	350344	8140002	B5	996	350384	8139895	B5	1056	350262	8139819
B5	937	350347	8140031	B5	997	350384	8139895	B5	1057	350260	8139818
B5	938	350357	8140136	B5	998	350384	8139893	B5	1058	350259	8139818
B5	939	350362	8140128	B5	999	350383	8139890	B5	1059	350256	8139818
B5	940	350364	8140124	B5	1000	350383	8139890	B5	1060	350254	8139818
B5	941	350366	8140121	B5	1001	350383	8139890	B5	1061	350254	8139818
B5	942	350367	8140117	B5	1002	350382	8139888	B5	1062	350253	8139817
B5	943	350368	8140112	B5	1003	350382	8139887	B5	1063	350249	8139816
B5	944	350370	8140109	B5	1004	350382	8139887	B5	1064	350248	8139815
B5	945	350373	8140105	B5	1005	350382	8139886	B5	1065	350245	8139811
B5	946	350375	8140100	B5	1006	350382	8139884	B5	1066	350242	8139810
B5	947	350376	8140095	B5	1007	350382	8139883	B5	1067	350240	8139808
B5	948	350377	8140089	B5	1008	350381	8139883	B5	1068	350239	8139807
B5	949	350376	8140085	B5	1009	350381	8139882	B5	1069	350239	8139807
B5	950	350375	8140072	B5	1010	350382	8139878	B5	1070	350238	8139807
B5	951	350375	8140071	B5	1011	350382	8139874	B5	1071	350237	8139806
B5	952	350373	8140066	B5	1012	350382	8139869	B5	1072	350237	8139805
B5	953	350371	8140061	B5	1013	350381	8139865	B5	1073	350237	8139805
B5	954	350369	8140057	B5	1014	350380	8139861	B5	1074	350237	8139805
B5	955	350365	8140053	B5	1015	350378	8139857	B5	1075	350237	8139804
B5	956	350361	8140049	B5	1016	350377	8139855	B5	1076	350235	8139799
B5	957	350357	8140046	B5	1017	350375	8139851	B5	1077	350234	8139796
B5	958	350358	8140044	B5	1018	350372	8139847	B5	1078	350233	8139792
B5	959	350359	8140041	B5	1019	350369	8139844	B5	1079	350232	8139788
B5	960	350359	8140038	B5	1020	350366	8139841	B5	1080	350231	8139784

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Sheets 1 - 4
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Date: 27 September 2019

Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing
B5	1081	350231	8139783	B5	1141	350192	8139664	B5	1201	350216	8139557
B5	1082	350229	8139780	B5	1142	350192	8139664	B5	1202	350217	8139553
B5	1083	350229	8139780	B5	1143	350192	8139663	B5	1203	350217	8139548
B5	1084	350228	8139779	B5	1144	350193	8139660	B5	1204	350217	8139547
B5	1085	350228	8139777	B5	1145	350195	8139652	B5	1205	350216	8139542
B5	1086	350228	8139777	B5	1146	350195	8139650	B5	1206	350216	8139542
B5	1087	350228	8139777	B5	1147	350196	8139648	B5	1207	350216	8139541
B5	1088	350227	8139772	B5	1148	350197	8139645	B5	1208	350216	8139536
B5	1089	350227	8139772	B5	1149	350197	8139642	B5	1209	350216	8139536
B5	1090	350227	8139771	B5	1150	350199	8139639	B5	1210	350216	8139535
B5	1091	350226	8139770	B5	1151	350199	8139638	B5	1211	350216	8139534
B5	1092	350226	8139767	B5	1152	350200	8139635	B5	1212	350215	8139530
B5	1093	350226	8139767	B5	1153	350203	8139631	B5	1213	350215	8139529
B5	1094	350226	8139766	B5	1154	350205	8139626	B5	1214	350215	8139529
B5	1095	350225	8139761	B5	1155	350205	8139626	B5	1215	350214	8139528
B5	1096	350225	8139761	B5	1156	350207	8139621	B5	1216	350214	8139525
B5	1097	350223	8139756	B5	1157	350208	8139617	B5	1217	350213	8139524
B5	1098	350221	8139751	B5	1158	350208	8139613	B5	1218	350213	8139524
B5	1099	350219	8139747	B5	1159	350208	8139610	B5	1219	350213	8139522
B5	1100	350216	8139743	B5	1160	350209	8139605	B5	1220	350212	8139521
B5	1101	350212	8139739	B5	1161	350209	8139605	B5	1221	350211	8139519
B5	1102	350209	8139735	B5	1162	350209	8139605	B5	1222	350211	8139518
B5	1103	350208	8139734	B5	1163	350210	8139603	B5	1223	350212	8139516
B5	1104	350204	8139731	B5	1164	350210	8139600	B5	1224	350212	8139514
B5	1105	350200	8139728	B5	1165	350210	8139600	B5	1225	350212	8139514
B5	1106	350196	8139726	B5	1166	350210	8139599	B5	1226	350212	8139513
B5	1107	350196	8139726	B5	1167	350210	8139598	B5	1227	350213	8139510
B5	1108	350196	8139726	B5	1168	350210	8139595	B5	1228	350213	8139509
B5	1109	350195	8139725	B5	1169	350210	8139595	B5	1229	350213	8139508
B5	1110	350193	8139724	B5	1170	350210	8139594	B5	1230	350213	8139508
B5	1111	350192	8139723	B5	1171	350210	8139592	B5	1231	350213	8139504
B5	1112	350192	8139723	B5	1172	350210	8139590	B5	1232	350213	8139503
B5	1113	350191	8139723	B5	1173	350209	8139589	B5	1233	350213	8139503
B5	1114	350191	8139722	B5	1174	350209	8139589	B5	1234	350213	8139502
B5	1115	350190	8139720	B5	1175	350209	8139588	B5	1235	350212	8139497
B5	1116	350187	8139706	B5	1176	350209	8139588	B5	1236	350212	8139496
B5	1117	350188	8139703	B5	1177	350209	8139587	B5	1237	350211	8139493
B5	1118	350189	8139701	B5	1178	350209	8139586	B5	1238	350210	8139491
B5	1119	350189	8139701	B5	1179	350209	8139584	B5	1239	350210	8139491
B5	1120	350189	8139701	B5	1180	350209	8139583	B5	1240	350210	8139488
B5	1121	350190	8139698	B5	1181	350208	8139581	B5	1241	350210	8139487
B5	1122	350191	8139696	B5	1182	350208	8139581	B5	1242	350210	8139487
B5	1123	350191	8139696	B5	1183	350208	8139581	B5	1243	350210	8139486
B5	1124	350191	8139696	B5	1184	350208	8139580	B5	1244	350209	8139482
B5	1125	350192	8139692	B5	1185	350208	8139579	B5	1245	350209	8139482
B5	1126	350192	8139690	B5	1186	350208	8139579	B5	1246	350209	8139482
B5	1127	350192	8139690	B5	1187	350209	8139578	B5	1247	350209	8139482
B5	1128	350192	8139690	B5	1188	350210	8139576	B5	1248	350207	8139477
B5	1129	350192	8139685	B5	1189	350211	8139575	B5	1249	350206	8139474
B5	1130	350192	8139681	B5	1190	350211	8139574	B5	1250	350206	8139473
B5	1131	350192	8139679	B5	1191	350211	8139574	B5	1251	350206	8139473
B5	1132	350192	8139678	B5	1192	350212	8139572	B5	1252	350206	8139473
B5	1133	350191	8139673	B5	1193	350213	8139570	B5	1253	350204	8139470
B5	1134	350191	8139673	B5	1194	350213	8139570	B5	1254	350204	8139469
B5	1135	350191	8139673	B5	1195	350213	8139570	B5	1255	350204	8139469
B5	1136	350191	8139671	B5	1196	350214	8139566	B5	1256	350204	8139468
B5	1137	350190	8139668	B5	1197	350215	8139565	B5	1257	350204	8139460
B5	1138	350190	8139668	B5	1198	350215	8139565	B5	1258	350204	8139459
B5	1139	350191	8139667	B5	1199	350215	8139565	B5	1259	350205	8139458
B5	1140	350192	8139665	B5	1200	350216	8139560	B5	1260	350205	8139458

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B5	1261	350205	8139457	B5	1321	350244	8139406	B5	1381	350328	8139397
B5	1262	350205	8139454	B5	1322	350245	8139406	B5	1382	350329	8139397
B5	1263	350205	8139454	B5	1323	350245	8139406	B5	1383	350330	8139397
B5	1264	350205	8139449	B5	1324	350246	8139406	B5	1384	350331	8139397
B5	1265	350205	8139444	B5	1325	350246	8139406	B5	1385	350333	8139399
B5	1266	350204	8139439	B5	1326	350247	8139406	B5	1386	350334	8139399
B5	1267	350202	8139431	B5	1327	350248	8139407	B5	1387	350335	8139399
B5	1268	350202	8139431	B5	1328	350251	8139408	B5	1388	350335	8139400
B5	1269	350202	8139430	B5	1329	350251	8139408	B5	1389	350339	8139401
B5	1270	350202	8139428	B5	1330	350256	8139409	B5	1390	350340	8139401
B5	1271	350202	8139426	B5	1331	350260	8139409	B5	1391	350345	8139403
B5	1272	350202	8139426	B5	1332	350261	8139409	B5	1392	350345	8139403
B5	1273	350202	8139425	B5	1333	350265	8139409	B5	1393	350345	8139403
B5	1274	350202	8139423	B5	1334	350269	8139409	B5	1394	350347	8139403
B5	1275	350202	8139421	B5	1335	350269	8139409	B5	1395	350349	8139403
B5	1276	350202	8139421	B5	1336	350274	8139408	B5	1396	350350	8139403
B5	1277	350202	8139420	B5	1337	350274	8139408	B5	1397	350351	8139403
B5	1278	350202	8139418	B5	1338	350274	8139408	B5	1398	350352	8139403
B5	1279	350202	8139416	B5	1339	350275	8139408	B5	1399	350354	8139403
B5	1280	350202	8139414	B5	1340	350278	8139407	B5	1400	350355	8139403
B5	1281	350202	8139412	B5	1341	350279	8139407	B5	1401	350356	8139403
B5	1282	350203	8139412	B5	1342	350279	8139406	B5	1402	350358	8139403
B5	1283	350203	8139411	B5	1343	350280	8139406	B5	1403	350359	8139403
B5	1284	350203	8139408	B5	1344	350282	8139405	B5	1404	350361	8139402
B5	1285	350203	8139406	B5	1345	350283	8139404	B5	1405	350362	8139402
B5	1286	350203	8139406	B5	1346	350284	8139404	B5	1406	350363	8139402
B5	1287	350203	8139405	B5	1347	350285	8139403	B5	1407	350364	8139401
B5	1288	350203	8139402	B5	1348	350286	8139403	B5	1408	350366	8139401
B5	1289	350203	8139400	B5	1349	350288	8139402	B5	1409	350367	8139400
B5	1290	350203	8139400	B5	1350	350288	8139401	B5	1410	350368	8139400
B5	1291	350203	8139400	B5	1351	350291	8139400	B5	1411	350369	8139400
B5	1292	350202	8139394	B5	1352	350292	8139400	B5	1412	350375	8139399
B5	1293	350202	8139391	B5	1353	350292	8139400	B5	1413	350381	8139399
B5	1294	350204	8139393	B5	1354	350293	8139400	B5	1414	350381	8139399
B5	1295	350206	8139394	B5	1355	350294	8139400	B5	1415	350383	8139399
B5	1296	350206	8139394	B5	1356	350295	8139400	B5	1416	350384	8139399
B5	1297	350206	8139394	B5	1357	350297	8139400	B5	1417	350389	8139397
B5	1298	350208	8139395	B5	1358	350297	8139400	B5	1418	350393	8139396
B5	1299	350210	8139396	B5	1359	350298	8139400	B5	1419	350397	8139394
B5	1300	350210	8139396	B5	1360	350301	8139401	B5	1420	350398	8139393
B5	1301	350210	8139396	B5	1361	350302	8139401	B5	1421	350398	8139393
B5	1302	350213	8139396	B5	1362	350302	8139401	B5	1422	350399	8139393
B5	1303	350215	8139397	B5	1363	350303	8139401	B5	1423	350399	8139393
B5	1304	350215	8139397	B5	1364	350306	8139401	B5	1424	350402	8139394
B5	1305	350215	8139397	B5	1365	350307	8139401	B5	1425	350404	8139395
B5	1306	350218	8139397	B5	1366	350308	8139401	B5	1426	350404	8139395
B5	1307	350220	8139398	B5	1367	350308	8139401	B5	1427	350404	8139395
B5	1308	350220	8139398	B5	1368	350313	8139400	B5	1428	350407	8139396
B5	1309	350225	8139398	B5	1369	350315	8139399	B5	1429	350409	8139396
B5	1310	350225	8139398	B5	1370	350318	8139398	B5	1430	350409	8139396
B5	1311	350227	8139399	B5	1371	350319	8139398	B5	1431	350409	8139396
B5	1312	350229	8139400	B5	1372	350319	8139398	B5	1432	350413	8139396
B5	1313	350229	8139400	B5	1373	350320	8139398	B5	1433	350415	8139396
B5	1314	350229	8139400	B5	1374	350322	8139397	B5	1434	350415	8139396
B5	1315	350232	8139402	B5	1375	350322	8139397	B5	1435	350415	8139396
B5	1316	350235	8139403	B5	1376	350323	8139397	B5	1436	350419	8139396
B5	1317	350240	8139405	B5	1377	350324	8139397	B5	1437	350421	8139396
B5	1318	350240	8139405	B5	1378	350326	8139397	B5	1438	350421	8139396
B5	1319	350240	8139405	B5	1379	350327	8139397	B5	1439	350421	8139396
B5	1320	350242	8139405	B5	1380	350328	8139397	B5	1440	350426	8139395

**Attachment to Technical Agency Response (Vegetation) Plan, reference, TARP 1802-4193 SRA,
Sheets 1 - 4
Derived Reference Points for GPS
Datum: GDA 1994, Projection: MGA Zone 55**

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Date: 27 September 2019

Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing
B5	1441	350429	8139394	B5	1501	350557	8139378	B5	1561	350683	8139361
B5	1442	350434	8139392	B5	1502	350559	8139377	B5	1562	350684	8139361
B5	1443	350434	8139392	B5	1503	350560	8139377	B5	1563	350686	8139361
B5	1444	350434	8139392	B5	1504	350560	8139377	B5	1564	350687	8139361
B5	1445	350436	8139391	B5	1505	350563	8139375	B5	1565	350687	8139361
B5	1446	350440	8139390	B5	1506	350565	8139375	B5	1566	350690	8139361
B5	1447	350440	8139389	B5	1507	350565	8139374	B5	1567	350692	8139361
B5	1448	350440	8139389	B5	1508	350565	8139374	B5	1568	350692	8139361
B5	1449	350442	8139388	B5	1509	350570	8139371	B5	1569	350692	8139361
B5	1450	350444	8139386	B5	1510	350574	8139369	B5	1570	350696	8139361
B5	1451	350447	8139387	B5	1511	350576	8139368	B5	1571	350698	8139361
B5	1452	350448	8139387	B5	1512	350577	8139368	B5	1572	350698	8139361
B5	1453	350450	8139387	B5	1513	350577	8139368	B5	1573	350698	8139361
B5	1454	350454	8139387	B5	1514	350578	8139368	B5	1574	350703	8139360
B5	1455	350458	8139387	B5	1515	350580	8139368	B5	1575	350707	8139361
B5	1456	350462	8139386	B5	1516	350581	8139368	B5	1576	350711	8139361
B5	1457	350466	8139387	B5	1517	350582	8139368	B5	1577	350712	8139361
B5	1458	350470	8139387	B5	1518	350582	8139367	B5	1578	350717	8139360
B5	1459	350474	8139387	B5	1519	350585	8139367	B5	1579	350717	8139360
B5	1460	350478	8139388	B5	1520	350586	8139367	B5	1580	350717	8139360
B5	1461	350484	8139388	B5	1521	350586	8139367	B5	1581	350719	8139360
B5	1462	350489	8139387	B5	1522	350586	8139367	B5	1582	350722	8139359
B5	1463	350495	8139386	B5	1523	350590	8139365	B5	1583	350723	8139359
B5	1464	350500	8139384	B5	1524	350596	8139364	B5	1584	350723	8139359
B5	1465	350505	8139381	B5	1525	350601	8139362	B5	1585	350725	8139358
B5	1466	350505	8139381	B5	1526	350601	8139361	B5	1586	350727	8139357
B5	1467	350510	8139378	B5	1527	350605	8139359	B5	1587	350728	8139357
B5	1468	350510	8139378	B5	1528	350605	8139359	B5	1588	350729	8139357
B5	1469	350510	8139378	B5	1529	350606	8139359	B5	1589	350730	8139356
B5	1470	350511	8139378	B5	1530	350607	8139358	B5	1590	350732	8139355
B5	1471	350511	8139378	B5	1531	350608	8139357	B5	1591	350733	8139355
B5	1472	350512	8139378	B5	1532	350610	8139358	B5	1592	350734	8139355
B5	1473	350514	8139378	B5	1533	350611	8139358	B5	1593	350734	8139356
B5	1474	350516	8139378	B5	1534	350612	8139359	B5	1594	350735	8139356
B5	1475	350517	8139378	B5	1535	350612	8139359	B5	1595	350737	8139357
B5	1476	350517	8139378	B5	1536	350615	8139360	B5	1596	350738	8139357
B5	1477	350518	8139378	B5	1537	350616	8139360	B5	1597	350739	8139357
B5	1478	350520	8139378	B5	1538	350616	8139360	B5	1598	350740	8139357
B5	1479	350520	8139378	B5	1539	350617	8139360	B5	1599	350740	8139358
B5	1480	350521	8139378	B5	1540	350621	8139361	B5	1600	350744	8139358
B5	1481	350521	8139379	B5	1541	350622	8139362	B5	1601	350745	8139358
B5	1482	350524	8139379	B5	1542	350627	8139362	B5	1602	350750	8139359
B5	1483	350528	8139379	B5	1543	350632	8139362	B5	1603	350755	8139358
B5	1484	350531	8139379	B5	1544	350636	8139362	B5	1604	350760	8139357
B5	1485	350533	8139379	B5	1545	350641	8139361	B5	1605	350764	8139355
B5	1486	350536	8139380	B5	1546	350645	8139363	B5	1606	350765	8139354
B5	1487	350536	8139380	B5	1547	350650	8139364	B5	1607	350766	8139354
B5	1488	350536	8139380	B5	1548	350650	8139364	B5	1608	350767	8139354
B5	1489	350539	8139380	B5	1549	350650	8139364	B5	1609	350770	8139354
B5	1490	350542	8139380	B5	1550	350651	8139364	B5	1610	350777	8139352
B5	1491	350542	8139380	B5	1551	350656	8139365	B5	1611	350780	8139352
B5	1492	350542	8139380	B5	1552	350661	8139366	B5	1612	350784	8139351
B5	1493	350545	8139380	B5	1553	350666	8139365	B5	1613	350784	8139350
B5	1494	350548	8139380	B5	1554	350672	8139365	B5	1614	350787	8139349
B5	1495	350548	8139380	B5	1555	350672	8139364	B5	1615	350788	8139349
B5	1496	350548	8139380	B5	1556	350676	8139363	B5	1616	350791	8139350
B5	1497	350551	8139379	B5	1557	350676	8139363	B5	1617	350792	8139350
B5	1498	350554	8139379	B5	1558	350677	8139363	B5	1618	350792	8139350
B5	1499	350554	8139379	B5	1559	350678	8139363	B5	1619	350793	8139350
B5	1500	350554	8139379	B5	1560	350680	8139362	B5	1620	350796	8139351

**Attachment to Technical Agency Response (Vegetation) Plan, reference, TARP 1802-4193 SRA,
Sheets 1 - 4
Derived Reference Points for GPS
Datum: GDA 1994, Projection: MGA Zone 55**

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SARA ref: 1802-4193 SRA.....
Date: 27 September 2019.....

Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing
B5	1621	350797	8139351	B5	1681	350894	8139349	B5	1741	351020	8139412
B5	1622	350798	8139351	B5	1682	350898	8139350	B5	1742	351024	8139411
B5	1623	350799	8139350	B5	1683	350903	8139351	B5	1743	351024	8139411
B5	1624	350800	8139350	B5	1684	350908	8139352	B5	1744	351026	8139410
B5	1625	350802	8139350	B5	1685	350912	8139352	B5	1745	351027	8139410
B5	1626	350803	8139350	B5	1686	350917	8139351	B5	1746	351030	8139409
B5	1627	350804	8139350	B5	1687	350920	8139353	B5	1747	351033	8139408
B5	1628	350805	8139350	B5	1688	350920	8139353	B5	1748	351037	8139409
B5	1629	350807	8139349	B5	1689	350924	8139355	B5	1749	351042	8139409
B5	1630	350809	8139349	B5	1690	350924	8139355	B5	1750	351044	8139409
B5	1631	350809	8139349	B5	1691	350924	8139355	B5	1751	351046	8139410
B5	1632	350809	8139349	B5	1692	350925	8139356	B5	1752	351047	8139410
B5	1633	350814	8139347	B5	1693	350927	8139356	B5	1753	351047	8139410
B5	1634	350815	8139346	B5	1694	350928	8139357	B5	1754	351050	8139410
B5	1635	350816	8139347	B5	1695	350929	8139357	B5	1755	351052	8139410
B5	1636	350818	8139347	B5	1696	350931	8139358	B5	1756	351052	8139410
B5	1637	350818	8139347	B5	1697	350932	8139359	B5	1757	351053	8139410
B5	1638	350819	8139347	B5	1698	350933	8139359	B5	1758	351058	8139410
B5	1639	350822	8139347	B5	1699	350933	8139359	B5	1759	351059	8139410
B5	1640	350823	8139348	B5	1700	350937	8139361	B5	1760	351064	8139409
B5	1641	350823	8139348	B5	1701	350937	8139361	B5	1761	351070	8139407
B5	1642	350823	8139348	B5	1702	350938	8139361	B5	1762	351075	8139405
B5	1643	350828	8139348	B5	1703	350938	8139361	B5	1763	351080	8139402
B5	1644	350830	8139347	B5	1704	350942	8139362	B5	1764	351085	8139399
B5	1645	350834	8139347	B5	1705	350942	8139362	B5	1765	351085	8139399
B5	1646	350834	8139347	B5	1706	350942	8139362	B5	1766	351088	8139396
B5	1647	350834	8139347	B5	1707	350943	8139362	B5	1767	351089	8139395
B5	1648	350836	8139346	B5	1708	350944	8139362	B5	1768	351092	8139391
B5	1649	350839	8139346	B5	1709	350944	8139362	B5	1769	351092	8139391
B5	1650	350839	8139346	B5	1710	350944	8139362	B5	1770	351092	8139391
B5	1651	350839	8139346	B5	1711	350945	8139367	B5	1771	351094	8139390
B5	1652	350841	8139345	B5	1712	350946	8139369	B5	1772	351096	8139389
B5	1653	350844	8139344	B5	1713	350946	8139370	B5	1773	351097	8139389
B5	1654	350844	8139344	B5	1714	350947	8139372	B5	1774	351098	8139389
B5	1655	350844	8139344	B5	1715	350947	8139373	B5	1775	351099	8139388
B5	1656	350846	8139343	B5	1716	350947	8139374	B5	1776	351101	8139387
B5	1657	350848	8139342	B5	1717	350948	8139378	B5	1777	351102	8139387
B5	1658	350848	8139342	B5	1718	350949	8139381	B5	1778	351103	8139387
B5	1659	350848	8139342	B5	1719	350949	8139381	B5	1779	351103	8139386
B5	1660	350851	8139342	B5	1720	350951	8139385	B5	1780	351107	8139384
B5	1661	350854	8139342	B5	1721	350954	8139389	B5	1781	351112	8139381
B5	1662	350858	8139342	B5	1722	350957	8139392	B5	1782	351116	8139377
B5	1663	350863	8139343	B5	1723	350965	8139400	B5	1783	351119	8139373
B5	1664	350863	8139343	B5	1724	350969	8139403	B5	1784	351122	8139368
B5	1665	350866	8139343	B5	1725	350973	8139406	B5	1785	351124	8139363
B5	1666	350869	8139343	B5	1726	350978	8139408	B5	1786	351126	8139358
B5	1667	350870	8139343	B5	1727	350983	8139409	B5	1787	351127	8139353
B5	1668	350870	8139343	B5	1728	350986	8139410	B5	1788	351127	8139347
B5	1669	350873	8139344	B5	1729	350989	8139411	B5	1789	351127	8139342
B5	1670	350874	8139344	B5	1730	350989	8139411	B5	1790	351125	8139336
B5	1671	350878	8139345	B5	1731	350993	8139411	B5	1791	351124	8139332
B5	1672	350879	8139345	B5	1732	350995	8139411	B5	1792	351123	8139328
B5	1673	350881	8139346	B5	1733	350997	8139411	B5	1793	351122	8139326
B5	1674	350881	8139346	B5	1734	351001	8139410	B5	1794	351120	8139321
B5	1675	350882	8139346	B5	1735	351002	8139411	B5	1795	351120	8139321
B5	1676	350884	8139347	B5	1736	351005	8139411	B5	1796	351120	8139321
B5	1677	350885	8139347	B5	1737	351007	8139412	B5	1797	351119	8139320
B5	1678	350886	8139348	B5	1738	351012	8139412	B5	1798	351118	8139317
B5	1679	350886	8139348	B5	1739	351016	8139412	B5	1799	351118	8139317
B5	1680	350890	8139348	B5	1740	351017	8139412	B5	1800	351117	8139316

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Date: 27 September 2019.....

Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing
B5	1801	351116	8139315	B5	1861	351122	8139216	B5	1921	351147	8139114
B5	1802	351115	8139313	B5	1862	351122	8139215	B5	1922	351148	8139112
B5	1803	351114	8139313	B5	1863	351122	8139215	B5	1923	351149	8139112
B5	1804	351114	8139312	B5	1864	351122	8139215	B5	1924	351149	8139111
B5	1805	351113	8139311	B5	1865	351123	8139212	B5	1925	351150	8139109
B5	1806	351112	8139310	B5	1866	351123	8139210	B5	1926	351150	8139107
B5	1807	351111	8139309	B5	1867	351123	8139209	B5	1927	351153	8139104
B5	1808	351110	8139308	B5	1868	351123	8139208	B5	1928	351155	8139100
B5	1809	351109	8139307	B5	1869	351124	8139206	B5	1929	351155	8139100
B5	1810	351108	8139303	B5	1870	351124	8139205	B5	1930	351155	8139098
B5	1811	351107	8139299	B5	1871	351124	8139204	B5	1931	351156	8139095
B5	1812	351106	8139295	B5	1872	351124	8139202	B5	1932	351156	8139095
B5	1813	351103	8139290	B5	1873	351124	8139201	B5	1933	351156	8139095
B5	1814	351103	8139284	B5	1874	351124	8139199	B5	1934	351157	8139094
B5	1815	351102	8139280	B5	1875	351124	8139198	B5	1935	351158	8139091
B5	1816	351102	8139274	B5	1876	351124	8139197	B5	1936	351158	8139091
B5	1817	351103	8139270	B5	1877	351124	8139195	B5	1937	351158	8139091
B5	1818	351103	8139269	B5	1878	351123	8139194	B5	1938	351158	8139089
B5	1819	351103	8139269	B5	1879	351123	8139192	B5	1939	351158	8139087
B5	1820	351104	8139268	B5	1880	351123	8139191	B5	1940	351162	8139084
B5	1821	351104	8139265	B5	1881	351123	8139189	B5	1941	351165	8139080
B5	1822	351105	8139265	B5	1882	351122	8139188	B5	1942	351166	8139079
B5	1823	351105	8139265	B5	1883	351122	8139187	B5	1943	351167	8139077
B5	1824	351105	8139263	B5	1884	351122	8139186	B5	1944	351169	8139075
B5	1825	351105	8139261	B5	1885	351121	8139184	B5	1945	351169	8139073
B5	1826	351105	8139261	B5	1886	351120	8139179	B5	1946	351171	8139069
B5	1827	351105	8139260	B5	1887	351117	8139175	B5	1947	351172	8139065
B5	1828	351108	8139257	B5	1888	351115	8139171	B5	1948	351173	8139061
B5	1829	351108	8139257	B5	1889	351112	8139166	B5	1949	351173	8139056
B5	1830	351108	8139257	B5	1890	351112	8139164	B5	1950	351173	8139046
B5	1831	351109	8139256	B5	1891	351112	8139163	B5	1951	351174	8139043
B5	1832	351111	8139253	B5	1892	351111	8139163	B5	1952	351174	8139039
B5	1833	351111	8139252	B5	1893	351111	8139162	B5	1953	351174	8139036
B5	1834	351111	8139252	B5	1894	351111	8139158	B5	1954	351174	8139034
B5	1835	351112	8139251	B5	1895	351111	8139157	B5	1955	351175	8139033
B5	1836	351113	8139249	B5	1896	351112	8139157	B5	1956	351175	8139031
B5	1837	351114	8139248	B5	1897	351114	8139156	B5	1957	351176	8139027
B5	1838	351114	8139247	B5	1898	351114	8139155	B5	1958	351177	8139023
B5	1839	351114	8139246	B5	1899	351115	8139155	B5	1959	351177	8139018
B5	1840	351115	8139245	B5	1900	351117	8139153	B5	1960	351177	8139014
B5	1841	351115	8139244	B5	1901	351119	8139153	B5	1961	351176	8139010
B5	1842	351116	8139243	B5	1902	351119	8139152	B5	1962	351175	8139006
B5	1843	351116	8139242	B5	1903	351119	8139152	B5	1963	351177	8139003
B5	1844	351117	8139240	B5	1904	351123	8139149	B5	1964	351178	8139002
B5	1845	351118	8139238	B5	1905	351124	8139148	B5	1965	351181	8138997
B5	1846	351119	8139235	B5	1906	351124	8139148	B5	1966	351182	8138995
B5	1847	351119	8139235	B5	1907	351128	8139145	B5	1967	351184	8138991
B5	1848	351119	8139235	B5	1908	351131	8139142	B5	1968	351185	8138987
B5	1849	351120	8139233	B5	1909	351133	8139139	B5	1969	351186	8138983
B5	1850	351121	8139230	B5	1910	351134	8139139	B5	1970	351186	8138978
B5	1851	351121	8139230	B5	1911	351137	8139135	B5	1971	351186	8138974
B5	1852	351121	8139229	B5	1912	351139	8139130	B5	1972	351186	8138970
B5	1853	351121	8139227	B5	1913	351141	8139126	B5	1973	351188	8138966
B5	1854	351122	8139224	B5	1914	351142	8139121	B5	1974	351190	8138963
B5	1855	351122	8139224	B5	1915	351143	8139121	B5	1975	351191	8138958
B5	1856	351122	8139223	B5	1916	351143	8139120	B5	1976	351192	8138954
B5	1857	351122	8139221	B5	1917	351144	8139119	B5	1977	351193	8138950
B5	1858	351122	8139219	B5	1918	351146	8139117	B5	1978	351193	8138946
B5	1859	351122	8139218	B5	1919	351146	8139117	B5	1979	351194	8138943
B5	1860	351122	8139217	B5	1920	351146	8139116	B5	1980	351194	8138940

**Attachment to Technical Agency Response (Vegetation) Plan, reference, TARP 1802-4193 SRA,
Sheets 1 - 4
Derived Reference Points for GPS
Datum: GDA 1994, Projection: MGA Zone 55**

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SARA ref: 1802-4193 SRA
Date: 27 September 2019

Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing
B5	1981	351194	8138937	B5	2041	351177	8138701	B5	2101	351322	8138764
B5	1982	351194	8138936	B5	2042	351177	8138701	B5	2102	351324	8138767
B5	1983	351197	8138931	B5	2043	351177	8138700	B5	2103	351326	8138770
B5	1984	351198	8138925	B5	2044	351177	8138695	B5	2104	351329	8138772
B5	1985	351200	8138920	B5	2045	351176	8138690	B5	2105	351331	8138774
B5	1986	351200	8138914	B5	2046	351174	8138685	B5	2106	351333	8138777
B5	1987	351200	8138914	B5	2047	351172	8138681	B5	2107	351336	8138778
B5	1988	351201	8138909	B5	2048	351169	8138676	B5	2108	351345	8138784
B5	1989	351202	8138905	B5	2049	351166	8138672	B5	2109	351348	8138787
B5	1990	351203	8138901	B5	2050	351165	8138672	B5	2110	351350	8138788
B5	1991	351203	8138897	B5	2051	351163	8138668	B5	2111	351354	8138789
B5	1992	351203	8138896	B5	2052	351169	8138667	B5	2112	351358	8138790
B5	1993	351204	8138892	B5	2053	351185	8138672	B5	2113	351362	8138791
B5	1994	351204	8138887	B5	2054	351190	8138674	B5	2114	351373	8138792
B5	1995	351204	8138886	B5	2055	351195	8138674	B5	2115	351376	8138792
B5	1996	351204	8138884	B5	2056	351210	8138674	B5	2116	351386	8138792
B5	1997	351209	8138880	B5	2057	351215	8138674	B5	2117	351391	8138792
B5	1998	351212	8138876	B5	2058	351220	8138672	B5	2118	351396	8138790
B5	1999	351216	8138871	B5	2059	351225	8138671	B5	2119	351401	8138789
B5	2000	351219	8138865	B5	2060	351239	8138663	B5	2120	351405	8138787
B5	2001	351220	8138859	B5	2061	351260	8138658	B5	2121	351405	8138786
B5	2002	351222	8138853	B5	2062	351266	8138657	B5	2122	351407	8138787
B5	2003	351222	8138847	B5	2063	351266	8138657	B5	2123	351407	8138787
B5	2004	351222	8138846	B5	2064	351276	8138659	B5	2124	351411	8138787
B5	2005	351222	8138841	B5	2065	351279	8138660	B5	2125	351411	8138799
B5	2006	351221	8138836	B5	2066	351282	8138660	B5	2126	351412	8138804
B5	2007	351221	8138833	B5	2067	351304	8138661	B5	2127	351413	8138808
B5	2008	351222	8138833	B5	2068	351307	8138663	B5	2128	351414	8138813
B5	2009	351224	8138827	B5	2069	351312	8138664	B5	2129	351415	8138815
B5	2010	351226	8138821	B5	2070	351317	8138666	B5	2130	351418	8138818
B5	2011	351227	8138815	B5	2071	351322	8138666	B5	2131	351418	8138820
B5	2012	351227	8138809	B5	2072	351327	8138666	B5	2132	351420	8138824
B5	2013	351227	8138807	B5	2073	351330	8138666	B5	2133	351422	8138827
B5	2014	351227	8138802	B5	2074	351333	8138665	B5	2134	351424	8138830
B5	2015	351227	8138797	B5	2075	351335	8138665	B5	2135	351427	8138832
B5	2016	351226	8138791	B5	2076	351335	8138666	B5	2136	351430	8138835
B5	2017	351224	8138786	B5	2077	351336	8138669	B5	2137	351432	8138838
B5	2018	351224	8138785	B5	2078	351337	8138671	B5	2138	351435	8138839
B5	2019	351222	8138780	B5	2079	351337	8138674	B5	2139	351435	8138840
B5	2020	351220	8138775	B5	2080	351338	8138677	B5	2140	351439	8138842
B5	2021	351217	8138770	B5	2081	351338	8138678	B5	2141	351439	8138843
B5	2022	351217	8138766	B5	2082	351337	8138690	B5	2142	351443	8138845
B5	2023	351216	8138761	B5	2083	351337	8138692	B5	2143	351446	8138848
B5	2024	351214	8138756	B5	2084	351333	8138694	B5	2144	351450	8138850
B5	2025	351212	8138752	B5	2085	351328	8138696	B5	2145	351450	8138851
B5	2026	351211	8138750	B5	2086	351325	8138700	B5	2146	351454	8138853
B5	2027	351209	8138746	B5	2087	351324	8138701	B5	2147	351457	8138856
B5	2028	351207	8138741	B5	2088	351321	8138703	B5	2148	351461	8138858
B5	2029	351204	8138736	B5	2089	351319	8138706	B5	2149	351464	8138860
B5	2030	351200	8138732	B5	2090	351317	8138709	B5	2150	351468	8138863
B5	2031	351196	8138728	B5	2091	351316	8138711	B5	2151	351472	8138864
B5	2032	351193	8138724	B5	2092	351315	8138716	B5	2152	351477	8138866
B5	2033	351192	8138724	B5	2093	351313	8138722	B5	2153	351481	8138866
B5	2034	351191	8138721	B5	2094	351312	8138725	B5	2154	351481	8138870
B5	2035	351190	8138719	B5	2095	351311	8138728	B5	2155	351479	8138874
B5	2036	351188	8138716	B5	2096	351311	8138732	B5	2156	351478	8138878
B5	2037	351187	8138714	B5	2097	351311	8138733	B5	2157	351477	8138882
B5	2038	351185	8138711	B5	2098	351311	8138738	B5	2158	351477	8138886
B5	2039	351184	8138708	B5	2099	351313	8138743	B5	2159	351477	8138935
B5	2040	351181	8138705	B5	2100	351314	8138748	B5	2160	351477	8138940

**Attachment to Technical Agency Response (Vegetation) Plan, reference, TARP 1802-4193 SRA,
Sheets 1 - 4
Derived Reference Points for GPS
Datum: GDA 1994, Projection: MGA Zone 55**

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SARA ref: 1802-4193 SRA
Date: 27 September 2019

Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing
B5	2161	351479	8138945	B5	2221	351615	8139064	B5	2281	351734	8139001
B5	2162	351480	8138950	B5	2222	351621	8139070	B5	2282	351739	8139000
B5	2163	351481	8138952	B5	2223	351623	8139073	B5	2283	351741	8138999
B5	2164	351483	8138955	B5	2224	351626	8139075	B5	2284	351744	8138997
B5	2165	351485	8138958	B5	2225	351628	8139077	B5	2285	351747	8138995
B5	2166	351488	8138960	B5	2226	351633	8139080	B5	2286	351749	8138992
B5	2167	351490	8138963	B5	2227	351637	8139082	B5	2287	351750	8138991
B5	2168	351491	8138963	B5	2228	351642	8139083	B5	2288	351753	8138989
B5	2169	351492	8138966	B5	2229	351647	8139084	B5	2289	351754	8138986
B5	2170	351495	8138968	B5	2230	351648	8139084	B5	2290	351755	8138986
B5	2171	351496	8138970	B5	2231	351652	8139084	B5	2291	351757	8138982
B5	2172	351497	8138970	B5	2232	351656	8139083	B5	2292	351758	8138982
B5	2173	351498	8138973	B5	2233	351661	8139082	B5	2293	351760	8138980
B5	2174	351498	8138973	B5	2234	351665	8139081	B5	2294	351762	8138983
B5	2175	351501	8138975	B5	2235	351669	8139079	B5	2295	351765	8138986
B5	2176	351502	8138977	B5	2236	351673	8139077	B5	2296	351769	8138988
B5	2177	351503	8138977	B5	2237	351676	8139074	B5	2297	351773	8138990
B5	2178	351504	8138980	B5	2238	351679	8139071	B5	2298	351776	8138992
B5	2179	351507	8138982	B5	2239	351682	8139068	B5	2299	351780	8138994
B5	2180	351510	8138985	B5	2240	351682	8139067	B5	2300	351784	8138996
B5	2181	351513	8138988	B5	2241	351684	8139065	B5	2301	351788	8138997
B5	2182	351517	8138991	B5	2242	351685	8139063	B5	2302	351793	8138998
B5	2183	351520	8138992	B5	2243	351686	8139063	B5	2303	351795	8138999
B5	2184	351524	8138994	B5	2244	351686	8139062	B5	2304	351798	8138999
B5	2185	351529	8138995	B5	2245	351686	8139062	B5	2305	351802	8139000
B5	2186	351533	8138995	B5	2246	351687	8139061	B5	2306	351805	8139001
B5	2187	351534	8138995	B5	2247	351688	8139060	B5	2307	351809	8139001
B5	2188	351539	8138995	B5	2248	351688	8139059	B5	2308	351810	8139001
B5	2189	351543	8138994	B5	2249	351689	8139058	B5	2309	351815	8139001
B5	2190	351547	8138996	B5	2250	351690	8139057	B5	2310	351819	8139002
B5	2191	351552	8138998	B5	2251	351690	8139057	B5	2311	351824	8139003
B5	2192	351556	8138999	B5	2252	351691	8139056	B5	2312	351828	8139003
B5	2193	351561	8139000	B5	2253	351692	8139055	B5	2313	351830	8139003
B5	2194	351564	8139002	B5	2254	351693	8139053	B5	2314	351833	8139003
B5	2195	351568	8139004	B5	2255	351693	8139053	B5	2315	351841	8139002
B5	2196	351572	8139006	B5	2256	351694	8139052	B5	2316	351844	8139003
B5	2197	351577	8139007	B5	2257	351694	8139052	B5	2317	351847	8139003
B5	2198	351581	8139007	B5	2258	351695	8139050	B5	2318	351851	8139004
B5	2199	351582	8139007	B5	2259	351697	8139047	B5	2319	351856	8139004
B5	2200	351586	8139007	B5	2260	351697	8139047	B5	2320	351857	8139004
B5	2201	351590	8139006	B5	2261	351699	8139043	B5	2321	351861	8139004
B5	2202	351594	8139005	B5	2262	351701	8139039	B5	2322	351865	8139003
B5	2203	351598	8139004	B5	2263	351702	8139035	B5	2323	351868	8139002
B5	2204	351601	8139002	B5	2264	351702	8139033	B5	2324	351873	8139001
B5	2205	351601	8139004	B5	2265	351703	8139031	B5	2325	351878	8138999
B5	2206	351600	8139010	B5	2266	351703	8139028	B5	2326	351883	8138996
B5	2207	351600	8139011	B5	2267	351704	8139026	B5	2327	351883	8138996
B5	2208	351599	8139016	B5	2268	351704	8139023	B5	2328	351889	8138994
B5	2209	351598	8139021	B5	2269	351705	8139021	B5	2329	351894	8138992
B5	2210	351598	8139021	B5	2270	351705	8139018	B5	2330	351896	8138991
B5	2211	351599	8139025	B5	2271	351705	8139014	B5	2331	351899	8138989
B5	2212	351599	8139028	B5	2272	351705	8139011	B5	2332	351902	8138987
B5	2213	351600	8139032	B5	2273	351704	8139007	B5	2333	351903	8138987
B5	2214	351604	8139042	B5	2274	351704	8139006	B5	2334	351906	8138988
B5	2215	351605	8139044	B5	2275	351715	8139006	B5	2335	351910	8138988
B5	2216	351606	8139047	B5	2276	351720	8139005	B5	2336	351920	8138988
B5	2217	351607	8139049	B5	2277	351724	8139004	B5	2337	351925	8138988
B5	2218	351608	8139053	B5	2278	351726	8139004	B5	2338	351930	8138986
B5	2219	351610	8139056	B5	2279	351729	8139003	B5	2339	351935	8138985
B5	2220	351612	8139060	B5	2280	351731	8139002	B5	2340	351935	8138984

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SARA ref: 1802-4193 SRA.....
Date: 27 September 2019.....

Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing	Part ID	Unique ID	Easting	Northing
B5	2341	351939	8138984	B5	2401	351775	8138946	B5	2461	351444	8138798
B5	2342	351941	8138984	B5	2402	351770	8138947	B5	2462	351444	8138772
B5	2343	351945	8138984	B5	2403	351759	8138915	B5	2463	351438	8138764
B5	2344	351949	8138984	B5	2404	351755	8138914	B5	2464	351422	8138755
B5	2345	351953	8138983	B5	2405	351746	8138912	B5	2465	351412	8138754
B5	2346	351959	8138983	B5	2406	351728	8138929	B5	2466	351402	8138752
B5	2347	351964	8138983	B5	2407	351724	8138951	B5	2467	351393	8138755
B5	2348	351968	8138982	B5	2408	351736	8138950	B5	2468	351386	8138759
B5	2349	351972	8138980	B5	2409	351735	8138957	B5	2469	351385	8138759
B5	2350	351977	8138978	B5	2410	351726	8138969	B5	2470	351382	8138759
B5	2351	351980	8138976	B5	2411	351714	8138972	B5	2471	351370	8138758
B5	2352	351984	8138973	B5	2412	351708	8138973	B5	2472	351365	8138758
B5	2353	351988	8138971	B5	2413	351692	8138973	B5	2473	351353	8138750
B5	2354	351992	8138969	B5	2414	351688	8138975	B5	2474	351344	8138733
B5	2355	351995	8138970	B5	2415	351673	8138977	B5	2475	351348	8138723
B5	2356	351999	8138971	B5	2416	351671	8138978	B5	2476	351359	8138726
B5	2357	352003	8138971	B5	2417	351672	8139017	B5	2477	351366	8138728
B5	2358	352004	8138971	B5	2418	351669	8139031	B5	2478	351371	8138729
B5	2359	352009	8138971	B5	2419	351655	8139049	B5	2479	351372	8138727
B5	2360	352014	8138969	B5	2420	351651	8139054	B5	2480	351375	8138721
B5	2361	352019	8138968	B5	2421	351643	8139050	B5	2481	351370	8138697
B5	2362	352023	8138965	B5	2422	351631	8139025	B5	2482	351373	8138667
B5	2363	352027	8138962	B5	2423	351635	8138991	B5	2483	351369	8138664
B5	2364	352030	8138959	B5	2424	351631	8138981	B5	2484	351367	8138649
B5	2365	352033	8138955	B5	2425	351643	8138979	B5	2485	351350	8138631
B5	2366	352036	8138951	B5	2426	351643	8138978	B5	2486	351347	8138629
B5	2367	352038	8138947	B5	2427	351645	8138959	B5	2487	351331	8138632
B5	2368	352039	8138943	B5	2428	351632	8138960	B5	2488	351323	8138633
B5	2369	352039	8138940	B5	2429	351632	8138957	B5	2489	351313	8138628
B5	2370	351941	8138950	B5	2430	351629	8138955	B5	2490	351312	8138628
B5	2371	351941	8138950	B5	2431	351622	8138951	B5	2491	351311	8138627
B5	2372	351940	8138950	B5	2432	351621	8138951	B5	2492	351294	8138627
B5	2373	351926	8138952	B5	2433	351606	8138952	B5	2493	351287	8138627
B5	2374	351920	8138954	B5	2434	351594	8138960	B5	2494	351285	8138627
B5	2375	351919	8138955	B5	2435	351584	8138961	B5	2495	351274	8138624
B5	2376	351915	8138955	B5	2436	351582	8138963	B5	2496	351266	8138623
B5	2377	351913	8138955	B5	2437	351582	8138964	B5	2497	351229	8138631
B5	2378	351905	8138954	B5	2438	351581	8138965	B5	2498	351208	8138641
B5	2379	351912	8138953	B5	2439	351595	8138963	B5	2499	351208	8138641
B5	2380	351905	8138952	B5	2440	351595	8138963	B5	2500	351198	8138641
B5	2381	351898	8138952	B5	2441	351586	8138972	B5	2501	351176	8138634
B5	2382	351895	8138955	B5	2442	351582	8138974	B5	2502	351171	8138633
B5	2383	351883	8138956	B5	2443	351577	8138969	B5	2503	351162	8138634
B5	2384	351879	8138959	B5	2444	351575	8138965	B5	2504	351151	8138635
B5	2385	351871	8138962	B5	2445	351575	8138965	B5	2505	351140	8138628
B5	2386	351865	8138964	B5	2446	351563	8138967	B5	2506	351140	8138628
B5	2387	351862	8138965	B5	2447	351557	8138960				
B5	2388	351847	8138963	B5	2448	351551	8138953				
B5	2389	351843	8138963	B5	2449	351550	8138951				
B5	2390	351810	8138965	B5	2450	351540	8138949				
B5	2391	351803	8138965	B5	2451	351538	8138953				
B5	2392	351798	8138965	B5	2452	351533	8138962				
B5	2393	351795	8138964	B5	2453	351510	8138934				
B5	2394	351800	8138964	B5	2454	351511	8138932				
B5	2395	351796	8138964	B5	2455	351510	8138887				
B5	2396	351791	8138961	B5	2456	351515	8138878				
B5	2397	351789	8138960	B5	2457	351515	8138843				
B5	2398	351786	8138960	B5	2458	351502	8138835				
B5	2399	351781	8138946	B5	2459	351483	8138833				
B5	2400	351779	8138938	B5	2460	351451	8138810				

8.2 MAF INTERNATIONAL - MATERIAL CHANGE OF USE - AIR SERVICES (AVIATION TRAINING CENTRE) - LOT 1 ON RP734348 - 578 RAY ROAD, MAREEBA - MCU/19/0011

Date Prepared: 11 October 2019

Author: Planning Officer

Attachments: 1. Proposal Plan [↓](#)

APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	MAF International	ADDRESS	578 Ray Road, Mareeba
DATE LODGED	21 August 2019	RPD	Lot 1 on RP734348
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use - Air Services (Aviation Training Centre)		
FILE NO	MCU/19/0011	AREA	5.3010 hectares
LODGED BY	RPS Australia East Pty Ltd	OWNER	V & M Bonaccorsi
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Rural Zone		
LEVEL OF ASSESSMENT	Impact Assessment		
SUBMISSIONS	No submissions received		

EXECUTIVE SUMMARY

Council is in receipt of an impact assessable development application described in the above application details. No submissions were received during the mandatory public notification period.

MAF International (Mission Aviation Fellowship) propose the development of the site into a dedicated air services facility (aviation training centre) targeted at supporting and expanding MAF's ongoing aviation services activities in the region. Using the recent completion of the Mareeba Airport Aviation Park as a catalyst, MAF is seeking to relocate and consolidate its local operations into a "built for purpose" facility adjacent to the airport aviation park. The development will incorporate a number of elements including offices and classrooms, workshops, non-self-contained units, self-contained dwellings and a caretaker's residence.

To provide further context to the development proposed, it should also be mentioned that MAF are in negotiations with Council to secure long-term leases for up to six (6) hangars in Stage 2 of the airport aviation park to further advance their local operations.

The application and supporting material have been assessed against the Mareeba Shire Council Planning Scheme 2016 and does not conflict with any relevant aspect of the Planning Scheme. The key planning issue is ensuring land use conflict is minimised between the residential components of the development and the banana cropping carried out on the adjacent lot to the north through the implementation of appropriate agricultural buffering. Although some land use conflict may still occur as a result of aerial spraying activity as well as generally aircraft noise arising from the airport

itself, it is likely that those residing within an aviation related development would be more tolerant to the impacts of aircraft activity.

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

OFFICER'S RECOMMENDATION

- That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	MAF International	ADDRESS	578 Ray Road, Mareeba
DATE LODGED	21 August 2019	RPD	Lot 1 on RP734348
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use - Air Services (Aviation Training Centre)		

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.

APPROVED DEVELOPMENT: Development Permit for Material Change of Use - Air Services (Aviation Training Centre) (B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
143947-06D	Figure 2 - Concept Plan	RPS	August 2019

(C) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

- 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 payment of infrastructure charges/contributions contained within the 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 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

The applicant shall ensure there is no on-site disposal of refuse associated with the approved use unless such refuse is disposed of in refuse bins provided in accordance with the following:

- (i) No refuse is to be stored on site outside the refuse bins at any time.
- (ii) On site refuse storage area/s for all refuse bins must be provided and be screened from view from adjoining properties and road reserve by a 1 metre wide landscaped screening buffer, 1.8m high solid fence or building.

3.6 Hours of Operation

The hours of operation for the non-residential components of the approved use (workshops, office, classrooms) shall be limited to the hours between 6am and 6pm Monday to Saturday. No operations associated with the non-residential components of the approved use are permitted on Sundays or Public Holidays.

3.7 Bushfire Management

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

3.7.2 A minimum 5,000 litres of water supply must be provided on site for firefighting purposes. Where a tank water supply is provided, it must be equipped with a standard rural fire brigade fitting and hardstand area for heavy vehicles.

3.8 Residential Occupancy

3.8.1 Each of the seven (7) "house envelopes" shown on the approved plan shall contain only 1 dwelling house.

3.8.2 Only persons who are affiliated in some way with the approved air services (flight training centre) use are permitted to stay on site. The dwellings and other non-self-contained accommodation are not to be occupied by any other person not affiliated with the approved use.

3.9 Building Heights

In order to ensure buildings/structures on-site do not encroach the obstacle limitations surfaces of the Mareeba Airport, no building/structure on-site shall exceed a height of 10m above ground level.

3.10 Signage

3.10.1 No more than one (1) advertising sign for the approved development is permitted on the subject site.

3.10.2 The sign must not exceed a maximum sign face area of 6m² and must not move, revolve, strobe or flash.

3.10.3 The sign must be kept clean, in good order and safe repair for the life of the approval.

3.10.4 The sign must be removed when no longer required.

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

3.11 Notification of Potential Rural Zone Impacts

3.11.1 The applicant/developer is to erect signage at or near the office/reception building and at each residential building advising

occupants/visitors that the subject land is zoned Rural under the Mareeba Shire Council Planning Scheme 2016 and is in a rural locality in proximity to the Mareeba Airport. The signage should generally state the following:

"Occupants, visitor and Guests should take note:

- The locality may be used for intensive rural uses. People staying at or visiting the site may experience off site effects from rural activities including noise, sprays, odours 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; and*
- This site is situated adjacent the Mareeba Airport. People staying at or visiting the site may experience off site effects from the Mareeba Airport including aircraft noise, mechanical aircraft maintenance noise and exhaust/fuel fumes or odour that may cause a loss of residential amenity."*

3.11.2 Administrative procedures are to be put in place ensuring that all persons residing on the site or visiting the site are made aware of the potential for the abovementioned off-site impacts, to the satisfaction of Council's delegated officer.

3.12 All sensitive uses on site must be acoustically insulated to at least the minimum standards specified by *AS2021 Acoustics - Aircraft Noise Intrusion - Building Siting and Construction*.

3.13 Building Materials and Finishes

All building materials and finishes, including roofing iron/tiles, guttering, external blockwork/render and window screening structures must be made from non-reflective, modern building materials and must be of a neutral colour, to the satisfaction of Council's delegated officer.

4. Infrastructure Services and Standards

4.1 Access

Access crossovers servicing the development must be upgraded/constructed (from the edge of Ray Road to the property boundary) in accordance with FNQROC Development Manual standards, to the satisfaction of Council's delegated officer. Accesses must be wide enough to accommodate two directional traffic.

4.2 Stormwater Drainage/Water Quality

- 4.2.1 The applicant/developer must submit a Stormwater Management Plan and Report prepared and certified by a suitably qualified design engineer (RPEQ) that meets or exceeds the standards of design and construction set out in the Queensland Urban Drainage Manual (QUDM) and the FNQROC Development Manual to the satisfaction of Council's delegated officer.
- 4.2.2 The Stormwater Management Plan must ensure a non-worsening effect on surrounding land as a consequence of the development and must take all reasonable and practicable measures to ensure discharge occurs in compliance with the Queensland Urban Drainage Manual (QUDM) and the FNQROC Development Manual.
- 4.2.3 The applicant/developer must also provide a Stormwater Quality Management Plan and Report prepared and certified by a suitably qualified design engineer (RPEQ) that meets or exceeds the standards of design and construction set out in the Urban Stormwater Quality Planning Guideline and the Queensland Water Quality Guideline to the satisfaction of Council's delegated officer.
- 4.2.4 The Stormwater Quality Management Plan must include an Erosion and Sediment Control Plan that meets or exceeds the Soil Erosion and Sedimentation Control Guidelines (Institute of Engineers Australia) to the satisfaction of Council's delegated officer.
- 4.2.5 The applicant/developer must construct the stormwater drainage infrastructure for the development in accordance with the approved Stormwater Management Plan and/or Stormwater Quality Management Plan and Report.
- 4.2.6 All stormwater drainage must be collected from site and discharged to an approved legal point of discharge.
- 4.3 Car Parking/Internal Driveways
 - 4.3.1 The applicant/developer must ensure that an adequate number of carparks including disabled parking is provided on-site to accommodate the office/classroom, workshop and non-self-contained accommodation components of the development generally in accordance with that shown on the approved plan. The dwelling houses and the caretaker's accommodation must be provided with at least one (1) undercover car park each.
 - 4.3.2 The entire internal road network servicing the development must be wide enough to accommodate two (2) directional traffic.
 - 4.3.3 All car parking spaces and internal roads must be concrete, bitumen or asphalt sealed, delineated, and appropriately drained prior to the

commencement of the use, to the satisfaction of Council's delegated officer.

4.3.4 Prior to works commencing, the developer must submit engineering plans and specifications for the construction of proposed car parking facilities and internal driveways demonstrating:

- Compliance with Conditions 4.3.1 - 4.3.3;
- Compliance with Australian Standard AS2890:1 Off Street Parking – Car Parking Facilities;
- Compliance with Australian Standard AS2890.3 Bicycle Parking Facilities (if required);
- Compliance with Australian Standard AS1428:2001 – Design for Access and Mobility.

4.3.5 Vehicles are not permitted to park in the Ray Road road reserve at any time.

4.4 Landscaping/Landscape Buffering

Prior to the commencement of the use, the applicant / developer must prepare and submit a detailed landscape plan in accordance with Planning Scheme Policy 6 for consideration and approval by Council's Delegated Officer. The landscape plan must include the following:

- (i) A minimum 15 metre wide agricultural landscape buffer along the northern boundary of the site to the extent shown on the approved plan. This landscaping should include ground cover, shrubs and trees that will grow to form a dense, effective agricultural buffer no less than 10 metre in height.
- (ii) A minimum three (3) metre wide landscape strip along the entire Ray Road frontage of the site, excluding access points. This landscaping should include ground cover, shrubs and trees that will grow to form an effective buffer of no less than six (6) metres in height.
- (iii) any internal landscaping proposed.

All landscaping works shall be carried out in accordance with Planning Scheme Policy 6 - Landscaping and Preferred Plant Species and must be undertaken prior to the commencement of the use. A minimum of 25% of plants must be provided as larger, advanced stock with a minimum height of 0.7m. All landscaping must be mulched, irrigated and maintained for the life of the development and to the satisfaction of Council's Delegated Officer.

4.5 Lighting

4.5.1 Where outdoor lighting is required the developer shall locate, design and install lighting to operate from dusk to dawn within all areas where the

public will be given access, which prevents the potential for light spillage to cause nuisance to neighbours and must be provided in accordance with Australian Standard 1158.1 – Lighting for Roads and Public Spaces.

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

Note: *The design is to integrate the principles of Crime Prevention through Environmental Design (CPTED) theory. Lighting design is to illuminate potential areas of concealment and is to project illumination so that a human face is easily discernible from 15 metres and there is to be sufficient night lighting, which renders people, colours, vegetation and objects correctly. i.e. 'white' light. Particular attention should be given to pathways, driveways and common external spaces.*

4.5.2 Any outdoor lighting must be installed so as to not cause confusion to any aircraft using the Mareeba Airport and should not include any reflective cladding, upwards shining lights, flashing lights or sodium lights.

4.6 Water Supply

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

4.7 On-Site Wastewater Management

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

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.*

(D) ASSESSMENT MANAGER'S ADVICE

- (a) An Adopted Infrastructure Charges Notice has been issued with respect to the approved development. The Adopted Infrastructure Charges Notice details the type of

infrastructure charge/s, the amount of the charge/s and when the charge/s are payable.

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

- (e) 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.

- (f) *Environmental Protection and Biodiversity Conservation Act 1999*

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

- (g) Cultural Heritage

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

(E) RELEVANT PERIOD

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

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

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

- 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).

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

Development Type	Charge Rate	Measure	Charge	Credit	Balance
	(road network only)		\$	\$	\$
Residential (dwelling)	\$4,700.00	7	\$32,900.00	\$4,700.00	\$28,200.00
Residential (caretaker's accommodation)	\$3,357.50	1	\$3,357.50	Nil	\$3,357.50
Accommodation (short term)	\$1,678.75 (per unit)	20	\$33,575.00	Nil	\$33,575.00
Industry	\$8.37.00 (per m ²)	2,260	\$18,916.20	Nil	\$18,916.20
Commercial (office) & Education facility	\$23.50 (per m ²)	200	\$4,700.00	Nil	\$4,700.00
TOTAL CURRENT AMOUNT OF CHARGE					\$88,748.70

THE SITE

The subject site is situated opposite the western end of the Mareeba Airport at 578 Ray Road, Mareeba, and is described as Lot 1 on RP734348. The site is regular in shape, with an area of 5.301 hectares and is zoned *Rural* under the Mareeba Shire Council Planning Scheme 2016. The site contains approximately 122 metres of frontage to Ray Road which is constructed to a two-lane bitumen sealed standard. A single bitumen and gravel crossover provide access to the site from Ray Road.

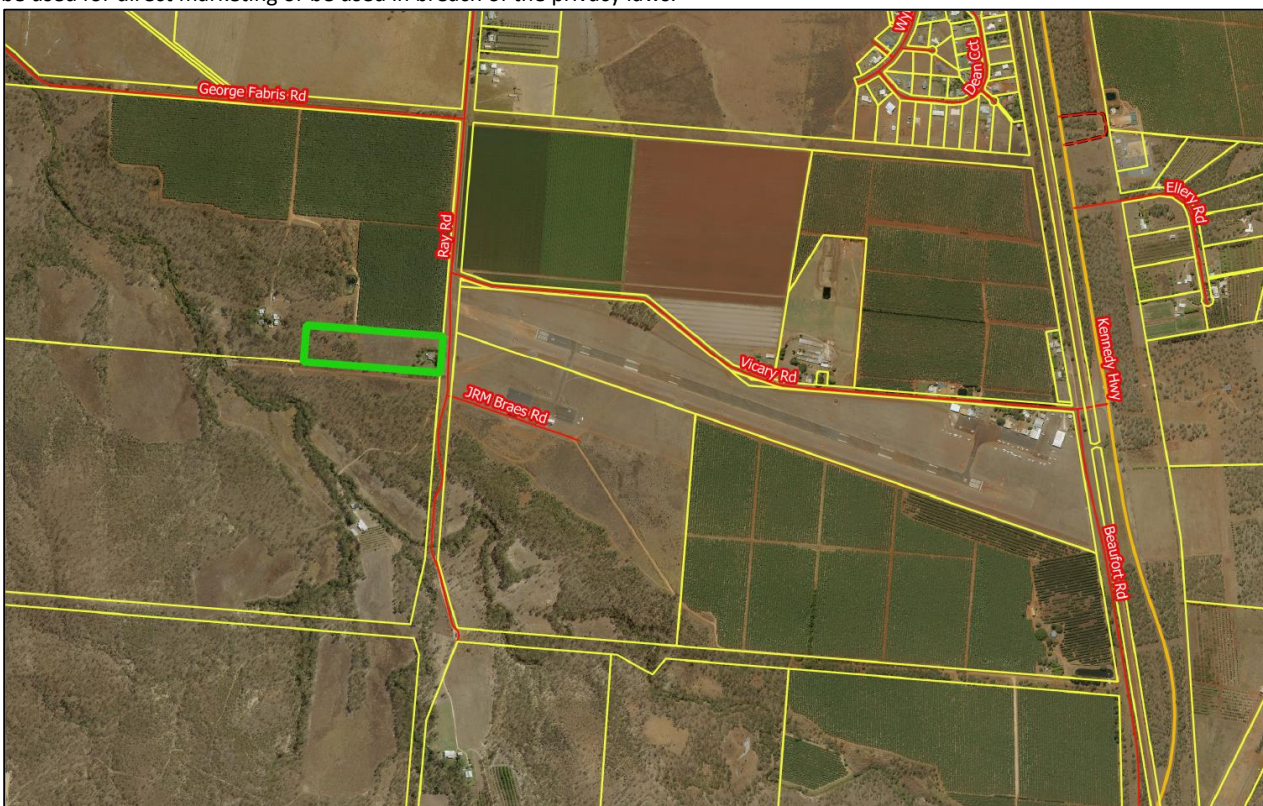
The site is improved by a dwelling, swimming pool and multiple outbuildings clustered in the south-east corner of the allotment. Mature trees and gardens are established around these improvements. With the exception of the cluster of improvements and gardens in the south-east corner, the majority of the front half of the site has been cleared and is used for hay production. The rear half of the site is covered in scattered mature vegetation and also contains a small water storage dam.

Immediate surrounding lots on the western side of Ray Road are zoned Rural and are used for cropping (banana plantation), livestock grazing and rural lifestyle purposes. Land on the eastern side of Ray Road is zoned Industry and contains the Mareeba Airport and newly completed Mareeba Airport Aviation Park.



Map Disclaimer:

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



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BACKGROUND AND CONTEXT

Nil

PREVIOUS APPLICATIONS & APPROVALS

Nil

DESCRIPTION OF PROPOSED DEVELOPMENT

The development application seeks a Development Permit for Material Change of Use - Air Services (Aviation Training Centre) in accordance with the plans shown in **Attachment 1**.

The application includes the following details of the proposed development:

"3.1 Background

Mission Aviation Fellowship (MAF) is an international Christian not for profit organisation whose mission is to fly light aircraft and to use other technologies to bring help and hope to people in some of the world's poorest countries and/or communities.

To achieve this mission, MAF currently operate a global fleet of over 130 light aircraft and employ 1,250 staff in over 25 countries. To ensure that its fleet of aircraft and staff are operating to the highest levels of maintenance and safety, MAF operate a number of service and training centres around the world. These operations include aircraft service and maintenance facilities, as well as education and training facilities, not only for pilots and flight crews but also for ground based aircraft maintenance and system technicians.

Within the Australian – Asia Pacific Region, these services are provided via MAF's Mareeba operations, which are currently located within leased premises at the eastern end of the Mareeba airport. These facilities however utilise hangars and ancillary buildings that are somewhat outdated and not specifically "built for purpose".

At the same time, MAF lease a number of residential properties within the district, used to accommodate staff participating in training courses. The location of these properties remote from the airport however gives rise to certain logistical issues, associated with the need to transport trainees and staff to and from the current centre of operations.

Using the recent completion of the Mareeba Airport Aviation Industrial Park as a catalyst, MAF is seeking to relocate and consolidate its local operations into "built for purpose" facilities to be located both within and adjacent to the Aviation Industrial Park.

Some operations which are dependent upon direct access to the actual runway, including flight operations, aircraft hangars and "in situ" aircraft services, are intended to be located within Stage 2 of the Aviation Industrial Park development, situated on the southern side of the runway at the western end of the Aviation Industrial Park and on the eastern side of Ray Road. MAF is in negation with Mareeba Shire Council, who manage the airport, to secure long-term leases of up to six (6) hangars and associated buildings to be developed within the Stage 2 area.

A number of other elements of MAF's current (and proposed-to-be-expanded) operations, whilst benefiting from being located in close proximity to air side operations, are not dependent upon

having direct access to the air side of the airport. At the same time, it would not be desirable or appropriate to locate some of these elements within the boundaries of the Aviation Industrial Park, due to conflicts / adverse impacts associated within ongoing air side operations. This is particularly so with the intended residential component of the proposed expansion, particularly in respect to noise impacts.

Accordingly, MAF is in the process of acquiring a separate parcel of freehold land upon which they intend to develop a range of facilities that, whilst integrated to MAF's overall operations, are not dependent upon having direct access to the air side of the airport. This parcel of land (Lot 1 on RP734348) is located on the western side of Ray Road and adjacent to the access into the new Aviation Industrial Park. The location of this land is considered to be ideal, in that it remains in close proximity to proposed air side operations but avoids potential conflicts with air side operations, not only those associated with MAF activities but also other existing and likely future aircraft operators. The following sections of this report provides further details as to the nature and extent of facilities proposed to be developed upon this land.

3.2 Proposed Development

As indicated, MAF International is seeking approval, via an application to Mareeba Shire Council seeking a Development Permit for Material Change of Use of the subject land, to facilitate development upon that land of a dedicated Air Services Facility targeted at supporting and expanding MAF's ongoing aviation services activities in the region. This development will incorporate a number of elements, as illustrated upon the Concept Plan prepared by RPS and provided for reference as Appendix B to this report.

A summary of the various elements within the proposed development is provided below:

3.2.1 Offices/Classrooms

It is intended that the existing dwelling upon the site will be converted to enable use for offices and classrooms, primarily by students undertaking pilot training.

3.2.2 Workshops

A total of three (3) workshops are proposed to be developed upon the site. These workshops, having a combined maximum floor area of approximately 2,260m², will allow for on-site aircraft, engine and flight systems servicing and maintenance operations, either of complete aircraft or component parts, as well as training facilities for technicians and apprentices. The height of these proposed workshops will be less than the maximum permissible height of 10 metres as applicable to the Rural Zone. One workshop (being the one in the south eastern most corner of the site) is likely to be fitted out for spray painting, either of component parts or whole aircraft, whilst the remaining two (2) workshops are proposed to be dedicated to less-specialised engine and parts maintenance, servicing etc.

3.2.3 Non-Self-Contained Units

A maximum of 20, single storey, non-self-contained units are proposed, along with a central facility building that will provide central kitchen, dining and recreational opportunities for residents of the units. It is intended that these units will be occupied by short-stay guests to the facility, as well as

technicians and apprentices who are likely to reside during the working week but return to local places of residence on weekends.

3.2.4 Self Contained Dwellings

A maximum of seven (7) single storey, self-contained dwelling houses are proposed to be developed upon the western portion of the site. It is intended that these dwellings will be occupied on a longer-term basis, principally by those undertaking pilot training, which generally extends over a period of up to 12 months or more. Many of those undertaking pilot training have family commitments and it is intended that these commitments be preserved by allowing family members, often from overseas areas of operations, to reside together during the course of training.

3.2.5 Caretaker Accommodation

Single storey, self-contained accommodation for an on-site caretaker is also proposed. This person(s) will be responsible for general site maintenance and other management duties.

3.2.6 Other Elements

As well as the above-described principle site elements, a number of other elements are proposed upon the site. These include:

- Agricultural buffer/green space, proposed to mitigate potential conflicts between the proposed development and on-going agricultural production (bananas) on the norther adjacent property, as well as between the self-contained dwelling component and other elements of the proposed development.*
- Solar farm – MAF is intending for the proposed development to be as self-sufficient and sustainable as possible. It is intended that each structure will incorporate roof mounted solar panels and that these, in conjunction with a central storage battery system, will be interconnected to form a micro electricity grid. However, should the generating capacity of this network prove to be insufficient to meet overall demands, it is intended to develop an in-situ solar farm in order to meet these demands."*

The site plan showing the location of each of the above elements is shown below:



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 as containing:

- *Strategic Rehabilitation Area*
- *Terrestrial Area of High Ecological Significance*
- *Terrestrial Area of General Ecological Significance*

PLANNING SCHEME DESIGNATIONS

Strategic Framework:

Zone:

Overlays:

Land Use Categories

- Rural Area
 - Rural Agricultural Area
 - Rural Other

Rural zone

- Agricultural Land Overlay
- Airport Environs Overlay
- Bushfire Hazard Overlay

Planning Scheme Definitions

The proposed use is defined as:-

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
<i>Air Services</i>	<i>Premises used for any of the following:</i> <ul style="list-style-type: none"> <i>• The arrival and departure of aircraft</i> <i>• The housing, servicing, refuelling maintenance and repair of aircraft</i> <i>• The assembly and dispersal of passengers or goods on or from an aircraft</i> <i>• Any ancillary activities directly serving the needs of passengers and visitors to the use</i> <i>• Associated training and education facilities</i> <i>• Aviation facilities</i> 	<i>Airport, airstrip, helipad, public or private airfield</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

3.3.3 Element - Major regional activity centre

3.3.3.1 Specific outcomes

- (1) *The role and function of Mareeba as the major regional activity centre for services in Mareeba Shire is strengthened. Mareeba is to accommodate the most significant concentrations of regional-scale business, retail, entertainment, government administration, secondary and tertiary educational facilities and health and social services within the shire.*
- (2) *Development within Mareeba over time enhances the Shire's self-sufficiency in terms of services offered, business and employment opportunities.*

- (3) *Mareeba is characterised by a relative lack of development constraints and is supported by an expanding major industry area and Mareeba Airport. Mareeba has significant residential, industrial and commercial growth potential.*

Comment

The proposed built for purpose air services facility (aviation training centre) is considered to be a regional-scale development and could only help strengthen Mareeba's role as a major regional activity centre. The development will contribute to the Shire's self-sufficiency, particularly its aviation sector, and will support and contribute to the expansion of the Mareeba Airport.

The proposed development complies with specific outcomes 1, 2 and 3.

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

Comment

The proposed air services facility (aviation training centre) will utilise a small rural allotment immediately adjacent the Mareeba Airport.

The development will not significantly impact on the primary production opportunities of adjoining rural allotments and will not lead to the fragmentation of viable agricultural land. Agricultural buffering is proposed along the northern boundary of the site to reduce land use conflict between the development and the northern adjoining banana farm. It is also more likely that those residing within an aviation related development would be more tolerant to the impacts of aircraft activity associated with crop dusting and airport operations.

The development complies with specific outcomes 1 and 3.

3.4 Natural resources and environment

3.4.8 Element - Air and noise quality

3.4.8.1 Specific outcomes

- (1) *The health, well-being, amenity and safety of the community and the environment is protected from the impacts of air emissions, noise and odour through appropriate management and adequate separation distances.*
- (4) *Sensitive land uses are appropriately separated from areas containing or designated for activities that generate noise and air emissions.*

Comment

The subject site is situated immediately adjacent the Mareeba Airport and will include up to seven (7) self-contained dwellings and up to 20 non-self-contained accommodation units. Ordinarily, high density residential development would be discouraged within the Rural zone, and particularly in

proximity to an airport, however, these residential uses are ancillary to the proposed air services facility (aviation training centre), providing on-site accommodation to staff, students/trainees/apprentices and in some cases their respective families. The location of the development immediately adjacent the airport allows efficient and convenient access to the airport services while still allowing the inclusions of these residential components that would normally be considered unsuitable for siting within the bounds of an airport due to the high risk of land use conflict particularly with respect to noise impacts.

Air and noise quality impacts on the development may also be experienced as a result of aerial spraying activities that may be carried out on the banana plantation situated on the allotment immediately to the north of the site. Extensive landscape buffering is proposed along the northern boundary of the site in order to help minimise this nuisance.

While some air quality and noise impacts may occur on-site, it is also likely that those residing within an aviation related development would be more tolerant to the impacts of aircraft activity associated with crop dusting and airport operations. A condition will be attached to any approval requiring the erection of signage within the site itself and notification to all site users warning of the potential for air and noise quality impacts.

The proposed development does not conflict with strategic outcomes 1 and 4.

3.6 Transport and infrastructure

3.6.6 Element - Air Transport

3.6.6.1 Specific outcomes

- (1) *Air transport and aviation infrastructure in Mareeba expand to support the shire's economic base.*
- (2) *Development in the vicinity of public aviation infrastructure (including Mareeba, Chillagoe and Dimbulah) avoids:*
 - (a) *adversely affecting the safety and operational efficiency of those airports and aviation infrastructure;*
 - (b) *large increases in the numbers of people adversely affected by aircraft noise;*
 - (c) *increasing the risk to public safety near the airport runways.*

Comment

The proposal is for a regional scale air services facility (aviation training centre) that will directly help support the ongoing development of the Mareeba Airport as well as strengthen the Shire's economic base.

The subject site is situated immediately adjacent the Mareeba Airport and will include up to seven (7) self-contained dwellings and up to 20 non-self-contained accommodation units. Ordinarily, high density residential development would be discouraged within the Rural zone, and particularly in proximity to an airport, however, these residential uses are ancillary to the proposed air services facility (aviation training centre), providing on-site accommodation to staff, students/trainees/apprentices and in some cases their respective families. The location of the development immediately adjacent the airport allows efficient and convenient access to the airport services while still allowing the inclusions of these residential components that would normally be considered unsuitable for siting within the bounds of an airport due to the high risk of land use conflict and other health and safety issues, particularly with respect to noise impacts.

Air and noise quality impacts on the development may also be experienced as a result of aerial spraying activities that may be carried out on the banana plantation situated on the allotment immediately to the north of the site. Extensive landscape buffering is proposed along the northern boundary of the site in order to help minimise this nuisance.

While some air quality and noise impacts may occur on-site, it is also likely that those residing within an aviation related development would be more tolerant to the impacts of aircraft activity associated with crop dusting and airport operations. A condition will be attached to any approval requiring the erection of signage within the site itself and notification to all site users warning of the potential for air and noise quality impacts.

The development does not conflict with specific outcomes 1 and 2.

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
- 9.3.1 Accommodation activities code
- 9.4.2 Landscaping code
- 9.4.3 Parking and access code
- 9.4.5 Works, services and infrastructure code

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

Relevant Codes	Comments
Rural Zone Code	<p>The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code apart from the following:</p> <ul style="list-style-type: none"> Acceptable Outcome AO3.1 <p>It is considered that the proposed development can achieve compliance with higher order Performance Outcome PO3. Refer to planning discussion section of report for commentary.</p>
Agricultural Land Overlay Code	<p>The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code apart from the following:</p> <ul style="list-style-type: none"> Acceptable Outcome AO1 <p>It is considered that the proposed development can achieve compliance with higher order Performance Outcome PO1. Further commentary is also included with regards to</p>

	Performance Outcomes PO2 and PO3. Refer to planning discussion section of report for commentary.
Airport Environs Overlay Code	The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Bushfire Hazard Overlay Code	<p>The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code apart from the following:</p> <ul style="list-style-type: none"> Acceptable Outcome AO8 <p>It is considered that the proposed development can achieve compliance with higher order Performance Outcome PO8 (refer to code document for commentary).</p>
Accommodation Activities Code	<p>The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code apart from the following:</p> <ul style="list-style-type: none"> Acceptable Outcome AO8 <p>It is considered the proposed development can achieve compliance with higher order Performance Outcome PO8 (refer to planning discussion section of report for commentary).</p>
Landscaping Code	The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Parking and Access Code	<p>The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code apart from the following:</p> <ul style="list-style-type: none"> Acceptable Outcome AO1 <p>It is considered that the proposed development can achieve compliance with higher order Performance Outcome PO1 (refer to code document for commentary).</p>
Works, Services and Infrastructure Code	The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.

(D) Planning Scheme Policies/Infrastructure Charges Plan

The following planning scheme policies are relevant to the application:

- Planning Scheme Policy 4 - FNQROC Regional Development Manual

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

(E) Adopted Infrastructure Charges Notice

The Mareeba Shire Council Adopted Infrastructure Charges Resolution (No. 2) 2019 - Table 1 - Adopted Charge Rates does not stipulate a particular charge rate for the "air services" use. Given the scale of development proposed, and the multiple components incorporated into the development it was considered appropriate to apply these other charge rates (as listed in Table 1) cumulatively as follows:

- Residential (dwelling house - 3 or more bedroom) - \$18,800.00 per dwelling
- Residential (caretaker's accommodation) - \$13,430.00 per dwelling
- Accommodation - short term - \$6,715.00 per 1 or 2 bedroom suite
- Industry (low - medium impact industry) - \$33.50 per m²
- Office/education facility - \$94.00 per m²

The abovementioned charge rates are based on a development contributing to additional demand on 4 trunk infrastructure networks (parks, road, sewer, water). Typically, development situated within the Rural zone and that is not connected to town water and sewer will only impact on one (1) of these four (4) networks, this being the trunk transport network (roads). As such, the applicable charge rates for each component of the development (listed above) have been amended as follows:

Charge rate x 0.25 (quartered) =

- Residential (dwelling house - 3 or more bedroom) - \$4,700.00 per dwelling
- Residential (caretaker's accommodation) - \$3,357.50 per dwelling
- Accommodation - short term - \$1,678.75 per 1 or 2 bedroom suite
- Industry (low - medium impact industry) - \$8.37 per m²
- Office/education facility - \$23.50 per m²

Based on the above charge rates, the adopted infrastructure charges application are as follows:

Development Type	Charge Rate	Measure	Charge	Credit	Balance
	Road only	Unit/m ²	\$	\$	\$
Residential (dwelling)	\$4,700.00	7	\$32,900.00	\$4,700.00	\$28,200.00
Residential (caretaker's)	\$3,357.50	1	\$3,357.50	Nil	\$3,357.50
Accommodation (short term)	\$1,678.75 (per unit)	20	\$33,575.00	Nil	\$33,575.00

Industry	\$8.37.00 (per m ²)	2,260	\$18,916.20	Nil	\$18,916.20
Commercial (office) & Education facility	\$23.50 (per m ²)	200	\$4,700.00	Nil	\$4,700.00
TOTAL CURRENT AMOUNT OF CHARGE					\$88,748.70

REFERRAL AGENCY

The application did not trigger referral to any Referral Agency.

Internal Consultation

Infrastructure Services

PUBLIC NOTIFICATION

The development proposal was placed on public notification from 24 August 2019 to 16 September 2019. The applicant submitted the notice of compliance on 17 September 2019 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

No submissions were received.

PLANNING DISCUSSION

Non-compliance with the acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the following development codes is discussed below.

6.2.9 - Rural Zone Code

Accommodation Density

PO3

The density of Accommodation activities:

- (a) *respects the nature and density of surrounding land use;*
- (b) *is complementary and subordinate to the rural and natural landscape values of the area; and*
- (c) *is commensurate to the scale and frontage of the site.*

AO3.1

Residential density does not exceed one dwelling house per lot.

Comment

The proposed development includes up to seven (7) dwelling houses, a caretaker's residence and other self-contained units for accommodating students and staff associated with the aviation training facility as well as their respective families. More than one (1) dwelling house is proposed on the rural site; therefore, the development is non-compliant with AO3.1.

At present, MAF lease a number of dwellings/units within the Mareeba and Tableland area to accommodate staff, students/apprentices and their respective families. The accommodation facilities proposed are strictly for use by MAF staff and will increase the efficiency of MAF's

operations by alleviating logistical issues currently associated with having their accommodation scattered across the area.

The scale of accommodation proposed on-site is considered reasonable given the scale of non-residential development proposed on-site and is not likely to detrimentally impact on the surrounding rural landscape. The proposed development complies with PO3.

8.2.1 Agricultural Land Overlay Code

PO1

The fragmentation or loss of productive capacity of land within the 'Class A' area or 'Class B' area identified on the Agricultural land overlay maps (OM-001a-n) is avoided unless:

- (a) an overriding need exists for the development in terms of public benefit;*
- (b) no suitable alternative site exists; and*
- (c) loss or fragmentation is minimised to the extent possible.*

AO1

Buildings and structures are not located on land within the 'Class A' area or 'Class B' area identified on the Agricultural land overlay maps (OM-001a-n) unless they are associated with:

- (a) animal husbandry; or*
- (b) animal keeping; or*
- (c) cropping; or*
- (d) dwelling house; or*
- (e) home based business; or*
- (f) intensive animal industry (only where for feedlotting); or*
- (g) intensive horticulture; or*
- (h) landing; or*
- (i) roadside stalls; or*
- (j) winery.*

Comment

The proposed aviation training facility and associated accommodation buildings will be constructed on land mapped as 'Class A' - agricultural land and is not a use mentioned in AO1 and is therefore non-compliant with AO1.

The subject site was considered desirable for the proposed air services facility (aviation training centre) due to its location immediately adjacent to the Mareeba Airport and newly completed Mareeba Airport Aviation Park. The site allows for efficient and convenient access to the airport while still allowing the inclusion of residential components that would normally be considered unsuitable for siting within the bounds of an airport due to the high risk of land use conflict as a result of aircraft noise.

Despite being mapped as containing Class A agricultural land, with an area of just 5.3 hectares, the site is considered to have little to no standalone agricultural viability, particularly considering that almost half the lot is covered by Category B Remnant Vegetation and improvements. In recent years, the property has been used for small scale hay production only.

The site provides an opportunity to establish an aviation related development adjacent to the existing aerodrome without significantly impacting on the primary production opportunities of a viable parcel of agricultural land.

The development complies with PO1.

PO2

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

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

AO2

No acceptable outcome is provided.

Comment

The subject site is situated immediately adjacent the Mareeba Airport and will include up to seven (7) self-contained dwellings and up to 20 non-self-contained accommodation units. Ordinarily, high density residential development would be discouraged within the Rural zone, and particularly in proximity to an airport, however, these residential uses are ancillary to the proposed air services facility (aviation training centre), providing on-site accommodation to staff, students/trainees/apprentices and in some cases their respective families. The location of the development immediately adjacent the airport allows efficient and convenient access to the airport services while still allowing the inclusions of these residential components that would normally be considered unsuitable for siting within the bounds of an airport due to the high risk of land use conflict and other health and safety issues, particularly with respect to noise impacts.

Air and noise quality impacts on the development may also be experienced as a result of aerial spraying activities that may be carried out on the banana plantation situated on the allotment immediately to the north of the site. Extensive landscape buffering is proposed along the northern boundary of the site in order to help minimise this nuisance.

While some air quality and noise impacts may occur on-site, it is also likely that those residing within an aviation related development would be more tolerant to the impacts of aircraft activity associated with crop dusting and airport operations. A condition will be attached to any approval requiring the erection of signage within the site itself and notification to all site users warning of the potential for air and noise quality impacts.

Despite being mapped as containing Class A agricultural land, with an area of just 5.3 hectares, the site is considered to have little to no standalone agricultural viability, particularly considering that almost half the lot is covered by Category B Remnant Vegetation and improvements. In recent years, the property has been used for small scale hay production only.

The site provides an opportunity to establish an aviation related development adjacent to the existing aerodrome without significantly impacting on the primary production opportunities of a viable parcel of agricultural land.

The development complies with PO2.

PO3

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

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

AO3

No acceptable outcome is provided.

Comment

Despite being mapped as containing Class A agricultural land, with an area of just 5.3 hectares, the site is considered to have little to no standalone agricultural viability, particularly considering that almost half the lot is covered by Category B Remnant Vegetation and improvements. In recent years, the property has been used for small scale hay production only.

The site provides an opportunity to establish an aviation related development adjacent to the existing aerodrome without significantly impacting on the primary production opportunities of a viable parcel of agricultural land.

The development complies with PO3.

9.3.1 Accommodation Activities Code

PO8

Development is appropriately located within the Shire to:

- (a) maximise the efficient utilisation of existing infrastructure, services and facilities; and*
- (b) minimise amenity impacts through the collocation of compatible uses.*

AO8

Multiple dwelling, Residential care facility or Retirement facility uses are located on land within 800 metres of the boundary of land within the Centre zone.

Comment

The proposed development will involve multiple dwellings (seven (7) self-contained dwellings) and the site is well outside the 800-metre maximum setback of the Centre zone required by acceptable outcome AO8. The development is therefore non-compliant with AO8.

The accommodation components proposed on site including the seven (7) self-contained dwelling will be provided on-site for use by MAF staff and students and their respective families only and will not be available for separate sale (will not be separately titled) or rent to anyone not directly involved with the operation of the proposed aviation training facility. The location of the site, which is situated within the rural zone was chosen due to its proximity to the Mareeba aerodrome, out of which MAF intend to operate.

Despite being situated well outside the Centre zone, the siting of the development adjacent the aerodrome is considered critical to the efficient operation of the development. Amenity impacts associated with adjoining agricultural activity and the aerodrome is likely to be limited to spray drift from aerial spraying as well as aircraft noise and it is likely that those residing within an aviation related development will be more tolerable to the impacts associated with aircraft noise.

It is considered that the proposed development can comply with the relevant aspects of PO8.



FIGURE 2- CONCEPT PLAN
MAF INTERNATIONAL AIR SERVICES FAICILITY, MAREEBA

Ref. No. 143947-06D Scale 1 : 1000 @ A2 Date August 2019



8.3 OPTUS ADDITIONAL LEASE AREA - MAREEBA WATER TOWER SITE

Date Prepared: 3 October 2019

Author: Manager Development and Governance

Attachments: 1. Optus Notification and Consent [↓](#)
2. Generator unit location site images [↓](#)

EXECUTIVE SUMMARY

Optus Mobile Pty Ltd has requested an additional lease area on the immediate north-western side of the larger of two water tower structures located upon land at the corner of Basalt and Constance Streets Mareeba to accommodate a permanent back-up power generator unit.

RECOMMENDATION

That Council approves the allocation of an additional lease area on the immediate north-western side of the larger water tower structure located within Lot 558 NR665, corner Basalt and Constance Streets Mareeba with the following conditions:

1. That all costs associated with the preparation of the new lease and any titles office registration of such is to be borne by Optus Mobile Pty Ltd; and
2. That all costs associated with any required modification to the maintenance access gates to the cooling units currently located at the base of the tower are borne by Optus Mobile Pty Ltd; and
3. That the generator unit is operated only during times of mains electricity supply failure or routine unit testing.

BACKGROUND

Optus Mobile Pty Ltd currently holds a lease interest within the ground floor level of the large water tower structure located upon Lot 558 NR665 to support mobile telecommunications equipment currently affixed to the top of the tower. The current lease interest commenced on 1 April 2017 and expires on 31 March 2027. Clause 9 of the lease instrument provides for the connection of the premises to an electricity supply inclusive of emergency back-up power at the lessee's request and at the lessee's cost.

The gazetted purpose for the Reserve is 'Water'. Council's Planning section has determined that the proposed generator unit is ancillary to the established telecommunications use and does not require a separate material change of use approval.

RISK IMPLICATIONS**Environmental**

Council's Environmental Health section have determined that although there are no specific noise decibel level and exhaust related requirements for generators, the unit exhaust extraction system should be designed and directed in a way that does not adversely affect neighbouring residences. Optus have provided for installation of a timber fence around the perimeter of the generator unit to ensure visual amenity is maintained.

Infrastructure and Assets

Infrastructure Department have determined that there is a potential for the generator unit to obstruct the maintenance access gates to the cooling units currently located at the base of the tower. Optus have provided assurance that the maintenance gates will be refabricated to ensure continued access. With the generator unit in place, the western base side of the tower remains accessible to vehicles less than three (3) meters in width.

Legal and Compliance

A generator is a listed regulated device under section 440S(c) of the *Environmental Protection Act 1994* to which use restrictions on operation apply under section 440S(2). The unit must not be operated:

- on a business day or Saturday, before 7.00am or after 7.00pm; or
- on any other day, before 8.00am or after 7.00pm

A clause is to be inserted into any new lease instrument to ensure that Council can monitor any potential operation of the unit outside of circumstances involving mains power failure and apply enforcement actions as required.

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.

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

Council to contact affected adjoining property owners to provide information in advance of generator unit installation.

OPTUS

1 October 2019

Apels Solicitor and Notary
Attention: Peter Apel
PO Box 160
MAREEBA QLD 4880

Sent via email: peter@apels.com.au

Dear Mr Apel,

Re: Notification and Consent to Generator Deployment

Site Address: Cnr of Constance & Basalt Streets
Site Type: Rooftop
Site Name: Mareeba
Site ID: B0232
Project / Program Name: Backup Power Generator Rollout

Australia is experiencing an increasing number of extreme weather events such as the recent flooding and cyclones in north Queensland. These weather events can lead to unplanned power outages for extended periods of time impacting on Optus ability to continue to provide network coverage in many areas.

With the increasing preference for mobile telecommunications, ensuring continuity of network coverage is critical in extreme weather events for our customers and emergency services alike. Optus is undertaking a program to deploy permanent back up power generators to keep our network operating for as long as possible in circumstances where sites are subject to a loss of power.

The site located on your property has been selected for deployment of a permanent backup power generator. Under the terms of our agreement with you Clause 9 Electricity Supply makes provision for allowing connection to emergency back-up power.

The purpose of this letter is to obtain the Lessor's consent, which is required under Clause 8.2 (b) Construction and Alterations of the recently prepared lease at the above existing Optus' installation, to the installation of a backup power generator.

Details of the proposed installation are as follows:

1	Leased Area:	Our initial feasibility assessment has indicated that additional leased area will be required to accommodate a generator set at the site, indicative drawings indicating the expanded lease area required have been included below.
---	---------------------	---

optus.com.au


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		The cost of preparing a new survey plan, any variation to the lease document and registration if required is to be borne by Optus.
2	Indicative Drawings:	Indicative marked up drawings have been provided, part of the final feasibility assessment and deployment of the generator sets will include preparation of new survey plans for your approval and inserting into the lease documentation.
3	Indicative Pictures:	Examples of generator sets that have previously been deployed. 

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4	Equipment Specifications:	<p>The indicative specifications of the packaged generator sets planned to be deployed are expected to include:</p> <ul style="list-style-type: none"> • 3 PHASE 20 or 30KVA • 600 Litre Double Bunded Diesel Fuel Tank • 2600 (L) X 1000 (W) X 1892 (H) • 1490 to 1580 KG • Fuel Leakage Alarm to Bund of Fuel Tank • 72DB @ 7 Meters Standard

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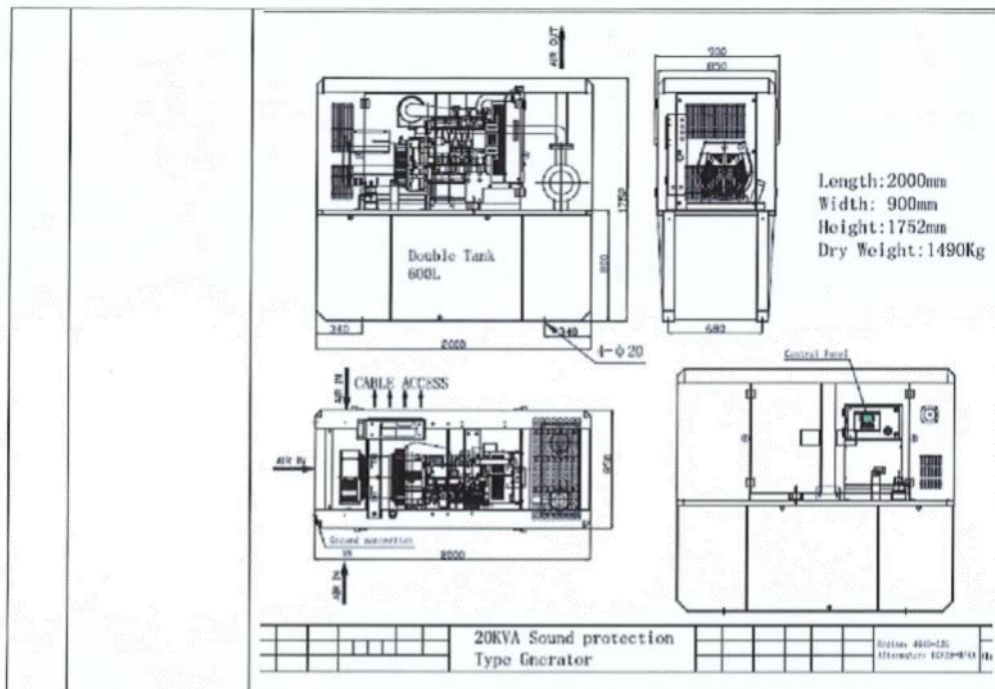
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5	Special Conditions	<ol style="list-style-type: none"> 1. Optus will contribute \$2,000 + GST to the proposed mural to be painted on the water tower as part of council 's beatification program. (Optus does not require recognition of this contribution.) 2. Noting council proposed beatification program Optus will fence the generator with a wooden fence. Design and colour of the fence will be agreed between the parties acting reasonably. 3. Optus notes councils concerns regarding obstruction of access to the tower cooling units maintenance gates (depicted below). Optus shall ensure continued access to the cooling units will be safe and functional post the installation of the generator. This may require the modification of the access panels. Such costs shall be borne by Optus. 
6	The Next Steps:	<p>The next steps once we receive your in principal agreement for a generator to be deployed at the site will include:</p> <ul style="list-style-type: none"> • Final feasibility assessment of generator deployment from field operations team • Submission of final plans of planned deployment • Preparation of new survey plan and variation of lease (if required) • Seek Lessor consent for deployment and make arrangements for Optus and/or persons authorised by Optus to access site for deployment.

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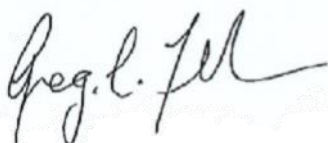
PO Box 888, North Ryde,
NSW 1670 Australia

Telephone +61 2 8082 7800
Facsimile +61 2 8082 7100

OPTUS

Please confirm the Lessor provides consent required under the lease for deployment of a backup power generator, by signing this letter (where indicated below) and returning the original to our office. Should you have any queries, please contact the author on (02)8082 8808.

Yours faithfully,



Greg Fisher
Property and Leasing Executive | Network Deployment
Ph: 02 8082 8808
1 Lyonpark Road, Macquarie Park, NSW 2113 Australia
greg.fisher@optus.com.au

optus.com.au

SingTel Optus Pty Ltd
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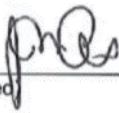
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**Acknowledgement and Consent to proposed deployment of backup power generator**

The Lessor provides its consent, which is required under Clause 8.2 (b) Construction and Alterations of the lease to the installation of a backup power generator.

I, <u>Jennifer McCarthy</u> (Print Name)	
in the capacity as <u>Acting CEO</u> (e.g.: Owner, Property Manager etc.)	
have read and agree to the above commercial terms forming the basis of a new lease for the existing Optus installation at Corner of Constance and Basalt Street Mareeba – B0232 provide consent for installation of generator.	
<u></u> (Signed)	<u>02-10-2019</u> (Dated)

To assist in the preparation of the final feasibility planning and deployment of the generator set , please complete by hand and sign where indicated above prior to returning this consent to Optus by either scanning and emailing or post.

optus.com.au

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Figure 1. Aerial view



Figure 2. Ground view

8.4 LEASE OF LOT 888 NR7943

Date Prepared: 10 October 2019
Author: Manager Development and Governance
Attachments: 1. Current Title Search Lot 888 [↓](#)
2. Lease Term Sheet - Confidential

EXECUTIVE SUMMARY

The owners of the poultry processing facility currently located upon Lot 69 SP108023, Bartter Enterprises Pty Limited ("Bartter"), have approached Council seeking approval for a proposed land tenure arrangement.

RECOMMENDATION

That Council delegates authority for the CEO to negotiate a lease arrangement with Bartter Enterprises Pty Ltd for tenure over a 46-hectare area within Lot 888 NR7943.

BACKGROUND

Bartter are a large local employer currently operating the poultry processing facility located upon Lot 69 SP108023 accessible via Moody Street Mareeba. Bartter have advised Council that the lot does not hold the capacity to deal with the output of irrigation activities currently conducted upon it. Bartter has requested to enter into a land tenure arrangement with Council to facilitate the establishment of a pipeline connecting the poultry processing facility to the western portion of Lot 888 NR7943 (Lot 888) on Adil Road to provide additional leased land for liquid waste irrigation.

Council has conducted preliminary research and considered:

- The gazetted purpose of Lot 888 on Torrens Title system - Purpose: Local Government, Sub-Purpose: Sewerage Disposal. The intended use is consistent (see attachment 1) and will accommodate the intended activity. Under a trustee lease arrangement, a lease interest with a maximum 10-year term with no extension option is permitted
- Planning Scheme - the intended activity has been determined as 'accepted development' and exempt from the requirement for planning approval
- Previous environmental approvals - existing land application approval for treated sewage irrigation has previously been applied to the intended defined portion of Lot 888 via a 1999 amendment to Schedule 6.E of Council's Environmental Authority 5010000171
- Lot 888 currently has a Land Management Plan (LMP) in place to deal with the inconsistent reserve purpose relevant to the operations of the Model Aero Club as current lessee of the 'Lease A' tenure area located in the western corner of the proposed Bartter irrigation lease area within Lot 888
- Lot 888 is subject to a registered Native Title determination relevant to the Muluridgji Peoples for which an Indigenous Land Use Agreement (ILUA) is in place with Council. The proposed tenure interest is assessed as a "Low Native Title Impact Activity" as defined, for which consent is provided under the ILUA. If the tenure interest is *not* a "Low Native Title

Impact Activity" as defined, the tenure interest will not be provided by Council until Bartter meets the validation of works requirements under the *Native Title Act 1993*. Additionally, as the constructing party for works, Bartter will be responsible for addressing any cultural heritage concerns.

Pipeline route

The proposed pipeline (see attachment 2 Annexure B) will commence within Lot 879 SP297023 at the rear western boundary of the Bartter Lot 69 SP108023, and will require a tenure permit or similar arrangement for a pipe network traversing the following land parcels and road corridors:

- a) Lot 879 on SP297023 (Council freehold land);
- b) Lot 260 on SP146295 (Reserve land - Pasturage);
- c) Bowers Street, Mareeba;
- d) Lot 561 on CPNR810260 (Local Government Purposes - Pound);
- e) Hickling Avenue, Mareeba;
- f) Lot 888 on NR7943 (Local Government Purposes - Sewerage Disposal); and
- g) Adil Road, Mareeba.

Governing instrument

The Lease Term Sheet (attachment 2) sets out the high-level intentions of the parties for matters affecting the proposed lease and pipeline route tenure agreements and any resulting obligations arising.

During late July and early August 2019 Council went out to the public seeking quotes Q-MSC2019-06 "Licence of Reserve 83 Adil Road, Mareeba", which is the western portion of Lot 888 NR7943. The call for quotes closed at 11.00am, Tuesday 6 August 2019. Council received three (3) submissions but did not award the contract. Subsequently, Council was approached by Bartter regarding their requirements for Lot 888. This process meets the contracting requirements of Council's Procurement Procedure and *Local Government Regulation 2012*.

RISK IMPLICATIONS**Environmental**

It is the responsibility of the applicant to obtain all necessary environmental approvals.

Infrastructure and Assets

New pipeline works conducted by Bartter along the intended route will need to consider existing Council pipeline infrastructure located along the same route.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Council will engage specialist legal services to assist with formulation of an appropriate lease tenure instrument for Lot 888 and required permits for the land parcels traversed by the pipeline to ensure compliance with the ILUA and any relevant legislation.

FINANCIAL AND RESOURCE IMPLICATIONS**Capital**

Nil

Operating

Bartter Enterprises Pty Ltd will be responsible for the first \$5,000 of legal expenditure. This is expected to cover all the legal expenditure. They are also liable for all surveying and fees associated with the lodgement of any documents with the State titles office.

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.

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

CURRENT RESERVE SEARCH
 NATURAL RESOURCES, MINES AND ENERGY, QUEENSLAND
 Request No: 32290102
 Search Date: 08/10/2019 13:07
 Title Reference: 49010040
 Date GAZETTED: 10/01/1970
 PAGE: 21

Opening Ref: RES 94-128
 Purpose: LOCAL GOVERNMENT
 Sub-Purpose: SEWERAGE DISPOSAL
 Local Name:
 Address:
 County (R) No: R1333
 File Ref: RES 13778

TRUSTEES

MAREEBA SHIRE COUNCIL GAZETTED ON 10/01/1970 PAGE 21

LAND DESCRIPTION

LOT 888 CROWN PLAN NR7943 GAZETTED ON 20/05/1989 PAGE 375
 Local Government: MAREEBA
 Area: 98.078700 Ha. (SURVEYED)

EASEMENTS AND ENCUMBRANCES

1. TRUSTEE LEASE No 716586278 26/06/2015 at 11:07
 MODEL AERO SPORTS CLUB OF T.N.Q. INC
 OF LEASE A ON SP254839
 TERM: 01/04/2015 TO 31/03/2035 OPTION NIL

ADMINISTRATIVE ADVICES

Dealing	Type	Lodgement Date	Status
714394383	NT DETERM	03/04/2012 09:49	CURRENT
715137382	NATIVE TITLE ACT 1993 (CTH) LAND NOTICE SEC 48 (2) LAND ACT 1994	13/06/2013 10:25	CURRENT

UNREGISTERED DEALINGS - NIL

CERTIFICATE OF TITLE ISSUED - No

Corrections have occurred - Refer to Historical Search

Caution - Charges do not necessarily appear in order of priority

** End of Current Reserve Search **

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 Requested By: D-ENQ SAI GLOBAL

8.5 LOCAL LAW NO. 7 (AERODROMES) 2019

Date Prepared: 4 October 2019

Author: Manager Development and Governance

Attachments: 1. Local Law No. 7 (Aerodromes) 2019 [↓](#)
2. Review of Anti-Competitive Provisions Report [↓](#)

EXECUTIVE SUMMARY

Council is conducting a review of its existing suite of local laws. As part of this review, it has been identified that there is a need to adopt a Local Law regulating the use of local government controlled aerodromes.

RECOMMENDATION

That Council:

1. Propose to adopt Local Law No. 7 (Aerodromes) 2019 (“the Local Law”); and
2. Adopt the preliminary report reviewing the 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. Pursuant to section 257 of the *Local Government Act 2009*, delegates to the Chief Executive Officer powers under section 38 of the *Local Government Act 2009* and section 15 of the *Local Government Regulation 2012* to:
 - i. decide the public consultation requirements for the Local Law and proceed with public consultation;
 - ii. decide how the process is to be used in the Review.

BACKGROUND

A need has been identified to adopt a Local Law that regulates the use of local government controlled aerodromes.

A draft Local Law has been prepared and is modelled on other similar Local Laws adopted throughout Queensland.

The purposes of the Local Law include:

- protecting the public against risk of injury and the community against damage; and
- ensuring that activities at the aerodromes are undertaken in an orderly and safe manner and do not create a hazard to public health or a threat to property; and
- controlling the public use of the aerodromes to the extent that the use is consistent with the rights, expectations and safety of the local community; and
- protecting the obstacle limitation surfaces (OLS) and minimising hazards to aircraft; and
- providing for—
 - fees and charges for the rights to use local government aerodromes; and

- the powers and authority of persons authorised by the local government for the purposes of this local law; and
- penalties for breaches of the local law; and
- liability arising out of use of the aerodromes.

Anti-Competitive Provisions

Section 38 of the *Local Government Act 2009* (“LGA”) relevantly states:

(1) A local government must not make a local law that contains an anti-competitive provision unless the local government has complied with the procedures prescribed under a regulation for the review of anti-competitive provisions.

(2) A local law, to the extent that it is contrary to this section, has no effect.

Section 15 of the *Local Government Regulation 2012* requires a local government to comply with the “*National Competition Policy Guidelines for conducting reviews on anti-competitive provisions in Local Laws*”, Version 1, made by the Department of Infrastructure, Local Government and Planning (“the Guidelines”).

An anti-competitive provision in local laws (“anti-competitive provision”) means a provision that the Guidelines identifies as creating barriers to:

- (a) entry to a market; or
- (b) competition within a market.

A review has been undertaken and is attached, which found that there are no significant impacts from the anti-competitive provisions contained in the local law.

Public Consultation

Section 29(1) of the LGA allows Council to decide its own process for making a local law.

Section 29(6) of the LGA provides:

(6) To remove any doubt, it is declared that a local government does not have to carry out any public consultation before making either of the following—

(a) an interim local law;

(b) a local law that only incorporates a model local law and does not contain an anti-competitive provision.

One of the local government principles in section 4(2) of the Local Government Act includes “meaningful community engagement”.

In view of section 29(6) and 4(2), Council should consider undertaking community consultation.

The recommended resolution delegates to the Chief Executive Officer the authority to decide the public consultation process.

RISK IMPLICATIONS

Nil

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***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

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

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

IMPLEMENTATION/COMMUNICATION

Advice on process requirements to be provided.



Mareeba Shire Council

Local Law No. 7 (Aerodromes) 2019

mare0004_181226_012.docx

Mareeba Shire Council Local Law No. 7 (Aerodromes) 2019

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mare0004_181226_012.docx

Part 1. Preliminary

1. Short title

This local law may be cited as *Local Law No. 7 (Aerodromes) 2019*.

2. Purpose and how it is to be achieved

- (1) The purpose of this local law is to regulate the use and operation of aerodromes controlled by the local government.
- (2) The purpose is to be achieved by—
 - (a) protecting the public against risk of injury and the community against damage; and
 - (b) ensuring that activities at the aerodromes are undertaken in an orderly and safe manner and do not create a hazard to public health or a threat to property; and
 - (c) controlling the public use of the aerodromes to the extent that the use is consistent with the rights, expectations and safety of the local community; and
 - (d) protecting the obstacle limitation surfaces (OLS) and minimising hazards to aircraft; and
 - (e) providing for—
 - (i) fees and charges for the rights described in paragraph (c); and
 - (ii) the powers and authority of persons authorised by the local government for the purposes of this local law; and
 - (iii) penalties for breaches of the local law; and
 - (iv) liability arising out of use of the aerodromes.

3. Definitions—the dictionary

The dictionary in the schedule defines particular words used in this local law.

4. Relationship with other laws¹

This local law is in addition to, and does not derogate from—

- (a) laws regulating the use or development of land in the area in which the local government has jurisdiction; or
- (b) civil aviation laws; or
- (c) civil aviation safety laws.

¹ This local law and any subordinate local law made under it do not apply to the extent of any inconsistency with a law of the State or the Commonwealth. See the Act, section 27.

Part 2. Use and operation of an aerodrome

5. Use by aircraft

- (1) Subject to civil aviation laws and civil aviation safety laws, the local government may, by means of signs, notices or markers placed on an aerodrome or a part of an aerodrome, regulate the use and operation of the aerodrome.
- (2) For example, under subsection (1), the local government may—
 - (a) exclude any particular aircraft or type or class of aircraft or activity from the aerodrome where the local government is of the reasonable opinion that the operation of the aircraft or type or class of aircraft or activity is unduly noisy, dangerous or not in the public interest, or which is, in the local government's reasonable opinion, not compatible in size or weight with the aerodrome's pavement strength or dimensions; and
 - (b) subject any activity on or based on the aerodrome to such conditions as the local government considers necessary and desirable including, but not restricted to, conditions about the hours and duration of operation of the activity; and
 - (c) designate a part of the aerodrome where a particular activity may or may not be carried on; and
 - (d) during specified periods or at specified times, restrict the use by aircraft of the aerodrome for—
 - (i) departures; or
 - (ii) landings; or
 - (iii) servicing; or
 - (iv) embarkment of passengers; or
 - (v) disembarkment of passengers; or
 - (vi) transport of freight; or
 - (vii) any combination of paragraphs (i) to (vi); and
 - (e) restrict the use by aircraft of the aerodrome for training operations on any night or on every night during hours prescribed by the local government; and
 - (f) prohibit access to, or the use of, the whole or part of the aerodrome by persons, aircraft or vehicles during specified periods or at specified times.
- (3) Where an aircraft is used or an activity is carried on, in contravention of subsection (1), an authorised person may give a written notice to a person who is a relevant person in relation to the aircraft or activity, directing the person, within a time specified in the notice—
 - (a) to cease the use of the aircraft or activity; or
 - (b) to remove the aircraft from the aerodrome; or
 - (c) to remove the aircraft or activity to an area specified by the authorised person in the notice; or
 - (d) to pay prescribed fees; or

- (e) to pay fees and charges imposed under section 14; or
- (f) any combination of paragraphs (a) to (e).

- (4) A relevant person to whom a direction is given under subsection (3) must comply with the direction.

Maximum penalty for subsection (4) (other than where the direction is given under subsection (3)(d) or (e)) — 50 penalty units.

6. Aircraft parking

- (1) The local government may, by means of signs, notices or markers placed on an aerodrome—
 - (a) designate a part of the aerodrome to be an area for the parking of aircraft;
 - (b) if the part is not to be used for the parking of all aircraft—specify the kind of aircraft that may be parked in the part;
 - (c) specify the conditions (if any), including conditions relating to the times and periods during which aircraft may be parked in the part.

- (2) A person must not park an aircraft on an aerodrome—
 - (a) except in the part of the aerodrome designated under subsection (1) to be an area in which an aircraft, or a particular kind of aircraft, may be parked; and
 - (b) except in accordance with any conditions specified under subsection (1)(c).

Maximum penalty for subsection (2) — 50 penalty units.

- (3) Where an aircraft is parked in contravention of subsection (2), an authorised person may give a written notice to a person who is a relevant person in relation to the aircraft, directing the person to—
 - (a) remove the aircraft from the aerodrome; or
 - (b) remove the aircraft to an area specified by the authorised person in the notice.

- (4) A relevant person to whom a direction is given under subsection (3) must comply with the direction.

Maximum penalty for subsection (4) — 50 penalty units.

- (5) If a person fails to comply with a direction given under subsection (3) without reasonable and lawful excuse an authorised person may remove the aircraft as required by the direction.
- (6) An action does not lie against the local government, an authorised person or any other officer, employee or agent of the local government acting in the course of his or her employment, for or in respect of—
 - (a) loss of, or damage to, an aircraft during its removal under subsection (5); or
 - (b) loss of, or damage to, an aircraft so removed while it is in the custody, possession or control of the local government, an authorised person or any other officer, employee or agent of the local government.

- (7) Subsection (6) does not apply to loss or damage willfully or negligently caused by the local government, an authorised person or any other officer, employee or agent of the local government.

7. General use by vehicles within an aerodrome

- (1) The local government may determine and include or notify, by means of permanently displayed signs or notices, with or without reference to lanes or marked areas and positions within an aerodrome, areas in which a person is, or is not, permitted to—
- (a) park a vehicle or cause a vehicle to stand; or
 - (b) place plant or equipment, or cause plant or equipment to stand.
- (2) Where a sign or notice of a kind referred to in subsection (1) is displayed on an aerodrome, the sign or notice is, unless the contrary is proved, deemed to be in accordance with a determination under this local law and to be duly displayed in accordance with this local law.
- (3) A person must not park a vehicle, or cause a vehicle to stand, in contravention of the terms of a sign or notice displayed under subsection (1).
Maximum penalty for subsection (3) — 20 penalty units.
- (4) A person must not place plant or equipment, or cause plant or equipment to stand, in contravention of the terms of a sign or notice displayed under subsection (1).
Maximum penalty for subsection (4)—20 penalty units.
- (5) Where a vehicle is parked, or stands, in contravention of subsection (3), or plant or equipment is placed, or stands, in contravention of subsection (4), an authorised person may give a written notice to a person who is a relevant person in relation to the vehicle, plant or equipment, directing the person to—
- (a) remove the vehicle, plant or equipment from the aerodrome; or
 - (b) remove the vehicle, plant or equipment to an area specified by the authorised person in the notice.
- (6) A relevant person to whom a direction is given under subsection (5) must comply with the direction.
Maximum penalty for subsection (6) —50 penalty units.
- (7) If a person fails to comply with a direction given under subsection (5) without reasonable and lawful excuse, an authorised person may, remove the vehicle, plant or equipment as required by the direction.
- (8) An action does not lie against the local government, an authorised person or any other officer, employer or agent of the local government acting in the course of his or her employment, for or in respect of—
- (a) loss of, or damage to, a vehicle, plant or equipment during its removal under subsection (7); or
 - (b) loss of, or damage to, a vehicle, plant or equipment so removed while it is in the custody, possession or control of the local government, an authorised person or any other officer, employee or agent of the local government.

- (9) Subsection (8) does not apply to loss or damage willfully or negligently caused by the local government, an authorised person or any other officer, employee or agent of the local government.

8. Use of vehicles on an airside area

- (1) A person must not use a vehicle, or any plant or equipment, on an airside area unless authorised by an approval.
- (2) This section does not apply to the use of an emergency vehicle on an airside area by an emergency worker who is—
- (a) responding to an emergency; and
 - (b) taking reasonable care.
- (3) For the purposes of *Local Law No. 1 (Administration) 2018*, section 5(b), the use of a vehicle, plant or equipment on an airside area is a prescribed activity.

9. Use of buildings and facilities

- (1) A person must not—
- (a) use any building or other structure, convenience or amenity provided on an aerodrome for any purpose other than the purpose for which it is provided or intended; or
 - (b) destroy, remove, obliterate, deface, alter or otherwise interfere with any barrier, notice, sign or marking designed or intended for direction, guidance, warning or information of persons using an aerodrome; or
 - (c) deliberately or recklessly damage or destroy any building, fence, structure, ground work, improvement or other property of the local government at an aerodrome.

Maximum penalty for each of paragraphs (a), (b) and (c) — 50 penalty units.

- (2) The local government may, by subordinate local law, prescribe conditions for the use of buildings, facilities and amenities at an aerodrome.
- (3) A person must comply with a condition prescribed for the use of buildings, facilities or amenities at an aerodrome by subordinate local law under subsection (2).

Maximum penalty — 100 penalty units.

10. Safety requirements

- (1) The local government may, by subordinate local law, prescribe procedures to be complied with to preserve and enhance safety at an aerodrome.
- (2) For example, the local government may—
- (a) prescribe procedures for—
 - (i) the protection of members of the public at the aerodrome; and
 - (ii) the protection of infrastructure at the aerodrome; and
 - (iii) ensuring aircraft which use the aerodrome are operated in compliance with civil aviation laws and civil aviation safety laws; and

- (b) prescribe safety procedures for—
 - (i) the fuelling of aircraft; and
 - (ii) the movement of passengers to and from aircraft; and
 - (iii) aircraft servicing and the movement of aircraft on an aircraft stand.
- (3) A person must comply with a safety procedure prescribed by subordinate local law under subsection (1).
Maximum penalty for subsection (3) — 100 penalty units.

11. Conduct of persons on the airside area of an aerodrome

- (1) A person must not, without reasonable and lawful authority or excuse—
 - (a) enter or remain on an airside area; or
 - (b) bring or leave any property or dangerous goods or materials on an airside area.
Maximum penalty for each of paragraphs (a) and (b) — 100 penalty units.
- (2) An authorised person may remove a person, property, goods or materials from an aerodrome if —
 - (a) the person contravenes subsection (1); or
 - (b) the property, goods or materials are found in contravention of subsection (1)(b).
- (3) A person must not smoke or do any act to procure a naked flame —
 - (a) within 15m of a stationary aircraft; or
 - (b) in any non-smoking part of an aerodrome.
Maximum penalty for each of paragraphs (a) and (b) — 100 penalty units.
- (4) For the purposes of subsection (3), a non-smoking part of an aerodrome is a part declared by the local government and upon which is posted a sign or notice that—
 - (a) identifies the part; and
 - (b) indicates that smoking in the part is prohibited; and
 - (c) purports to have been posted with the authority of the local government.
- (5) A passenger or intending passenger of an aircraft must, whilst on an airside area, obey the directions of an authorised person as to the passenger's conduct and movements.
Maximum penalty for subsection (5) — 10 penalty units.
- (6) A person lawfully entering or being on an airside area must—
 - (a) behave in a proper manner and so as not to cause annoyance or inconvenience to any other person lawfully on the airside area; and
 - (b) obey any direction reasonably given to the person by an authorised person for the purpose of preserving order or promoting or facilitating the proper use and enjoyment of the aerodrome.
Maximum penalty for each of paragraphs (a) and (b) — 10 penalty units.

12. Conduct of persons on any part of an aerodrome

- (1) For the purposes of this section a person is an *undesirable person* if the person, whether or not a passenger or intending passenger of an aircraft, is considered by an authorised person on reasonable grounds to be —
- (a) intoxicated or so under the influence of intoxicants or drugs as to make the person's presence on an aerodrome dangerous to themselves or to other persons; or
 - (b) indulging in unruly, obscene, offensive or threatening behaviour towards another person.
- (2) An authorised person may direct an undesirable person—
- (a) not to enter an aerodrome or a specified part of an aerodrome; or
 - (b) if already upon the aerodrome — to leave the aerodrome or a specified part of the aerodrome and not to return on the same day.
- (3) The person to whom a direction is given under subsection (2) must comply with the direction.

Maximum penalty for subsection (3) — 20 penalty units.

- (4) An authorised person may use reasonable force to —
- (a) prevent an undesirable person from entering an aerodrome; or
 - (b) remove an undesirable person from an aerodrome.
- (5) A person must not, without the authority of an authorised person, discharge a firearm—
- (a) on or over any part of an aerodrome; or
 - (b) adjacent to an aerodrome in such a manner that the projectile discharged from the firearm travels over, or is likely to travel over, any part of the aerodrome.

Maximum penalty for subsection (5) — 100 penalty units.

- (6) A person must not bring, or permit to stray, on to an aerodrome, an animal without the prior approval of an authorised person.²

Maximum penalty for subsection (6) — 20 penalty units.

- (7) An animal unlawfully on an aerodrome may be removed from the aerodrome by an authorised person, or by any person under the direction of an authorised person.
- (8) An animal removed from an aerodrome under subsection (7) may be impounded at an animal pound established by the local government.
- (9) Subject to compliance with section 11(3), a person must not light a fire on an aerodrome without the prior approval of an authorised person³.

Maximum penalty for subsection (9) — 50 penalty units.

² This subsection is subject to the provisions of the *Guide, Hearing and Assistance Dogs Act 2009*.

³ A person may smoke on an aerodrome other than in those areas mentioned in section 11(3).

13. Special events

The local government may, on any special occasion, special event or other event of public interest at an aerodrome—

- (a) make particular arrangements for the control of the aerodrome; and
- (b) charge fees for participation and admission to the occasion or event; and
- (c) impose conditions for the use of the aerodrome for the occasion or event as the local government considers appropriate in the circumstances.

Part 3. Fees and charges

14. Fees and charges

- (1) The local government may impose fees and charges for each and every right of use of an aerodrome⁴, including charges for leasehold areas within an aerodrome.

Examples—

Charges may be imposed for landing at an aerodrome, or for parking or storing aircraft on the aerodrome, or for the number of embarking passengers (i.e. so-called “passenger charges”).

- (2) All persons who use an aerodrome in a manner for which a fee or charge is imposed under subsection (1) are jointly and severally liable for the payment of the fees and charges.
- (3) The persons who use an aerodrome in relation to an aircraft include, without limitation—
 - (a) the relevant person for the aircraft; and
 - (b) the operator of the aircraft; and
 - (c) the owner of the aircraft.
- (4) Where a fee or charge imposed by the local government under subsection (1) is calculated by reference to the number of passengers carried on an aircraft, the local government may permit the owner of the aircraft to furnish to the local government on a monthly basis particulars of the number of passengers carried on each flight of the aircraft together with the fee or charge imposed under subsection (1).
- (5) The information, fees and charges required to be furnished to the local government under subsection (4) must be furnished to the local government not later than 21 days after the end of the calendar month to which the particulars relate.
- (6) If the owner of an aircraft fails or neglects to furnish to the local government the particulars specified in subsection (4) then, for the purposes of the calculation of fees and charges payable to the local government, each aircraft shall be deemed to have carried a full complement of passengers.
- (7) The local government may, in an appropriate case, waive or partially remit a fee or charge imposed under subsection (1).

⁴ See section 262(3)(c) of the Act.

Part 4. Prevention of hazards to aircraft

15. Application of part

This part applies to the removal of obstacles and hazards affecting, or likely to affect, the safe operation of aircraft in the vicinity of an aerodrome.

16. Notice to remove hazard

- (1) This section applies if there is, on any land (*relevant land*) adjoining, or in the vicinity of, an aerodrome—
 - (a) a tree penetrating, or through further growth in a short period likely to penetrate, the OLS; or
 - (b) a structure or part of a vehicle penetrating the OLS; or
 - (c) a light exhibited which, by reason of glare or by causing confusion or by interfering with the operation of aircraft, is likely to endanger the safety of aircraft; or
 - (d) a presence of waste foodstuffs which constitute, or are likely to constitute, such an attraction to birds as to create a hazard, or a potential hazard, to aircraft using or operating in the vicinity of the aerodrome.
 - (e) equipment that, when operated, may interfere with—
 - (i) aircraft or aerodrome equipment; or
 - (ii) a radio transmission or frequency, for example, a radio operated by an amateur radio operator; or
- (2) a release of birds, for example, homing or racing pigeons, from premises situated within a 3km radius of the aerodrome; or
- (3) an activity being carried out that an authorised person considers on reasonable grounds, may present a hazard affecting or likely to affect, the safe operation of aircraft in the vicinity of the aerodrome.
- (4) The local government may give a written notice (a *compliance notice*) to a person, being the owner or occupier of the relevant land or the person apparently in charge of a vehicle to which subsection (1)(b) refers, requiring the person to—
 - (a) in the case of subsection (1)(a) — remove or lop that part of the tree penetrating, or likely to penetrate, the OLS; and
 - (b) in the case of subsection (1)(b) — remove or dismantle, to the extent necessary, the structure or part of the vehicle so that the structure or part does not penetrate the OLS; and
 - (c) in the case of subsection (1)(c) — extinguish the light or shield it to the extent necessary to remove any likely danger to the safety of aircraft operation and refrain from exhibiting the light, or any other light having similar effect, in the future; and
 - (d) in the case of subsection (1)(d) — remove or effectively cover the waste foodstuffs so that the waste foodstuffs do not constitute an attraction to birds.
 - (e) in the case of subsection (1)(f)—not release any birds from the premises (e)situated within a 3km radius of the aerodrome; and

- (f) in the case of subsection (1)(g) — immediately cease the activity or take steps to ensure the activity ceases in the future.

Examples of paragraph (b)—

1. A structure includes a pole, or television or radio mast.
2. A part of a vehicle includes a crane, jib or height extension apparatus.

17. Application of Local Law No. 1 (Administration) 2018

Section 16 applies subject to section 27 of *Local Law No. 1 (Administration) 2018*.

18. Local government's power to carry out work

If a person to whom a compliance notice is given fails to comply with the notice the local government may, in addition to any penalty imposed under section 27 of *Local Law No. 1 (Administration) 2018*, enter the relevant land under section 142 of the Act and perform the work specified in the notice and, in the case of a vehicle, remove the vehicle or carry out work on the vehicle to the extent necessary so that no part of the vehicle penetrates the OLS.

19. Recovery of local government's costs

If the person who failed to comply with a compliance notice—

- (a) is the owner of the relevant land, the amount properly and reasonably incurred by the local government in performing the work is recoverable (together with interest) by the local government under section 142 of the Act; or
- (b) is not the owner of the relevant land, the amount properly and reasonably incurred by the local government is recoverable by the local government as a debt from the person in default (together with interest) under section 142 of the Act.

20. No compensation payable

- (1) The local government is not liable to pay compensation to a person —
 - (a) who is required to comply with a compliance notice and who complies with the notice; or
 - (b) who suffers loss or damage reasonably caused by the local government in performing work under section 18 because of the person's failure to comply with a compliance notice.
- (2) Subsection (1)(b) applies subject to section 147 of the Act⁵

⁵ See *Local Government Act 2009*, section 147 (Compensation for damage or loss caused).

21. Approval of temporary structures, etc.

- (1) The local government may permit a temporary structure or a part of a vehicle to penetrate the OLS for a limited period of time provided proper regard is given to the safe operation of aircraft in the vicinity of an aerodrome during the period for which the permit applies.
- (2) A permit may be granted subject to conditions the local government considers to be reasonably necessary so as not to endanger aircraft safety.
- (3) A person to whom a permit is granted must—
 - (a) not exceed the time limit for which the permit is granted; and
 - (b) ensure that the conditions of the permit are complied with.Maximum penalty for each of paragraphs (a) and (b) — 100 penalty units.
- (4) For the avoidance of doubt, the activity described in subsection (1) is not a prescribed activity for section 5(b) of *Local Law No. 1 (Administration) 2018*.

Part 5. Authority of authorised person**22. Seizure and detention of dangerous objects**

- (1) An authorised person may seize an object from a person on an aerodrome if—
 - (a) the object is dangerous; or
 - (b) the person uses or has used the object in a dangerous way.
- (2) If an authorised person seizes an object under subsection (1), the local government must deal with the object in accordance with section 37 of *Local Law No. 1 (Administration) 2018*.

23. Removal of persons from an aerodrome

- (1) Any person found on an aerodrome committing an offence against this local law may be directed by an authorised person to leave the aerodrome.
- (2) A person must comply with a direction given under subsection (1).
- (3) Maximum penalty for subsection (2)—20 penalty units.
- (4) An authorised person may remove or cause to be removed from an aerodrome any person who has failed to comply with a direction of an authorised person given under subsection (1).

24. Exclusion from aerodromes

A person who has been directed to leave an aerodrome under section 23(1) or who has been removed from an aerodrome under section 23(3) must not re-enter the aerodrome on the same day.

Maximum penalty—20 penalty units.

25. Direction to move aircraft

- (1) This section applies if an authorised person believes, or has reasonable grounds to believe, that the owner of an aircraft on an aerodrome has committed an offence against this local law.
- (2) The authorised person may give a written notice to the owner directing the owner to—
 - (a) remove the aircraft from the aerodrome; or
 - (b) remove the aircraft to an area specified by the authorised person in the notice.
- (3) An owner to whom a direction is given under subsection (2) must comply with the direction.

Maximum penalty for subsection (3) —50 penalty units.

- (4) If the owner fails to comply with a direction given under subsection (2) without reasonable and lawful excuse, an authorised person may, with such assistance.

Part 6. Miscellaneous**26. Aerodrome damage**

Where a person offends against this local law the person is, in addition to any penalty prescribed for the offence, liable for any damage to an aerodrome arising from the offence and the cost of repairing the damage may be recovered by the local government from the person in a court of competent jurisdiction.

27. Abandoned aircraft

- (1) This section applies if an authorised person believes, or has reasonable grounds to believe, that an aircraft has been abandoned on an aerodrome.
- (2) The authorised person may seize and impound the aircraft.
- (3) If an authorised person seizes an aircraft under subsection (2), the local government must deal with the aircraft in accordance with section 37 of *Local Law No. 1 (Administration) 2018*.

28. Service of notices

- (1) If this local law requires or permits a notice which involves the use of an aircraft to be served on a person, the notice may be served—
 - (a) on an individual—
 - (i) by delivering it to the person personally; or
 - (ii) by leaving it at, or by sending it by post, telex, facsimile or similar facility to, the address of the place of residence or business of the person last known to the person serving the notice; or
 - (b) on a body corporate—by leaving it at, or sending it by post, telex, facsimile or similar facility to, the head office, a registered office or a principal office of the body corporate; or

- (c) if the person or body corporate cannot be found or the address of the person or body corporate is unknown to the person serving the notice — by securely placing or attaching the notice, addressed to the person or body corporate, as the case may be, without further description, on or to the aircraft in a conspicuous position.
- (2) If a notice is served under subsection (1)(c), it is taken to have been served on the person or body corporate, as the case may be, on the day it is placed on or attached to the aircraft.

29. Subordinate local laws

The local government may make subordinate local laws about —

- (a) the conditions for the use of buildings, facilities and amenities at an aerodrome;⁶ and
- (b) the procedures to be complied with to preserve and enhance safety at an aerodrome;⁷ and
- (c) other matters about which this local law specifically provides for the making of subordinate local laws.

⁶ See section 9(2).

⁷ See section 10(1).

Schedule Dictionary

section 3

aerodrome means any aerodrome within the meaning of the *Civil Aviation Act 1988 (Cwlth)*, section 3 but only if the aerodrome is—

- (a) located in the local government area; and
- (b) owned by or under the control of the local government.

aircraft —

- (a) has the meaning given in the *Civil Aviation Act 1988 (Cwlth)*, section 3; and
- (b) includes any form of fixed wing aircraft or airplane, helicopter, ultra-light, glider, hang-glider, dirigible, airship, hot air balloon, or any form of craft capable of carrying at least 1 person whilst sustaining itself off the ground.

aircraft stand means an area at an aerodrome designated by the local government for the parking of aircraft including, but not limited to, the parking of aircraft for the purposes of loading and unloading freight, mail and cargo, and for the embarkation or disembarkation of passengers.

airside area means any area of an aerodrome where aircraft movements are conducted, including—

- (a) all aprons and areas on the operational side of any security fencing; and
- (b) areas designated as such by any signage; and
- (c) any area provided for the storage of aviation fuel; and
- (d) any area set aside for radio navigation aids, communication, or ground equipment, but not including the inside of a hanger.

authorised person means a person appointed by the local government to be an authorised person for this local law.

authority to drive airside has the meaning given in the *Airports (Control of On-Airport Activities) Regulations 1997*, section 122.

authority to use airside has the meaning given in the *Airports (Control of On-Airport Activities) Regulations 1997*, section 122.

civil aviation laws means a law made by or under an Act enacted by the Commonwealth Parliament in relation to the use and operation of an aerodrome.

civil aviation safety laws means a law made by or under an Act enacted by the Commonwealth Parliament in relation to aircraft safety at, or in the vicinity of, an aerodrome.

compliance notice see section 16(2).

emergency vehicle means a vehicle driven by a person who is

- (a) an emergency worker; and
- (b) driving the vehicle in the course of his or her duties as an emergency worker.

emergency worker means

- (a) an officer of the Queensland Ambulance Service or an ambulance service of another State; or

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- (b) an officer of the Queensland Fire and Emergency Service or a fire and emergency service of another State; or
- (c) an officer or employee of the Queensland Police Service; or
- (d) an officer of the State Emergency Service or a State emergency service of another State.

local government area has the meaning given in the Act.

obstacle limitation surface or **OLS** —

- (a) means the series of surfaces established by the local government in the air space around an aerodrome which limit the height above ground level of objects surrounding the aerodrome; and
- (b) an object which projects through the OLS for an aerodrome becomes an obstacle to the operation of aircraft at the aerodrome.

operator means a person, organisation or enterprise engaged in, or offering to engage in, the operation of an aircraft, including all general movements of the aircraft.

owner in relation to—

- (a) a vehicle means—
 - (i) in the case of a vehicle registered under a law of a State or territory relating to the registration of vehicles — the person in whose name the vehicle is registered; or
 - (ii) in the case of any other vehicle —every joint owner or part owner of the vehicle and any person who has lawful possession and use of the vehicle under or subject to a hire–purchase agreement or a bill of sale at the material time; and
- (b) an aircraft includes—
 - (i) each lessee, lessor or charterer of the aircraft; and
 - (ii) the holder of a certificate of registration for the aircraft; and
 - (iii) any person who is or appears to be in control of the aircraft.

prescribed fee has the meaning given in *Local Law No. 1 (Administration) 2018*.

relevant land see section 16(1).

relevant person means—

- (a) in relation to an aircraft—
 - (i) the owner, operator, hirer or pilot in command of the aircraft; or
 - (ii) the person apparently in charge of the aircraft at the time a direction is given to the person under this local law; or
- (b) in relation to an activity, the person apparently in charge of organising the activity at the time a direction is given to the person under this local law.

the Act means the *Local Government Act 2009*.

undesirable person see section 12.

vehicle has the meaning given in the *Transport Operations (Road Use Management) Act 1995*.

vehicle approval see section 8(1).

Mareeba Shire Council
Review of Possible Anti-Competitive Provisions

Local Law No. 7 (Aerodromes) 2019

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Introduction

Section 38 of the *Local Government Act 2009* (“**the Act**”) provides:

38 Anti-competitive provisions

(1) A local government must not make a local law that contains an anti-competitive provision unless the local government has complied with the procedures prescribed under a regulation for the review of anti-competitive provisions.

(2) A local law, to the extent that it is contrary to this section, has no effect.

(3) This section does not apply to an interim local law.

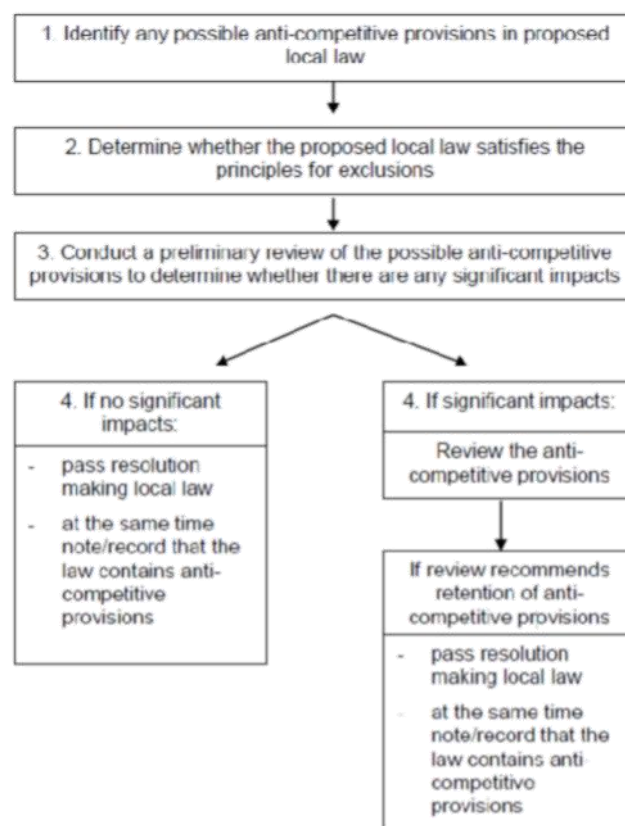
The procedures prescribed under a regulation are set out in section 15 of the *Local Government Regulation 2012* (“**Regulation**”). Section 15 of the Regulation requires Council to undertake a review of new Local Laws for anti-competitive provisions in accordance with the “National Competition Policy – 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.¹

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

¹ *Local Government Act 2009* (Qld), Schedule 4 - Dictionary



Proposed New Local Laws

Council is proposing to adopt new Local Law, *Local Law No. 7 (Aerodromes) 2019*, to which section 38 of the Act and section 15 of the Regulation apply.

("the New Local Law").

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.

Step 2 – Determination of Exclusions

In some cases, Local Laws which, on their face, contain anti-competitive provisions are expressly excluded from a requirement to review them.

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

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

(“**Relevant Exclusion**”).

Application of Steps 1 and 2

This part of the Review will seek to identify anti-competitive provisions in the New Local Laws and determine whether any Relevant Exclusion applies.

If an anti-competitive provision is identified but a Relevant Exclusion does not apply, this Review will go on to apply the subsequent steps for reviewing anti-competitive provisions as set out in the Guideline.

Local Law No. 7 (Aerodromes) 2019

Purpose

The purpose of *Local Law No. 7 (Aerodromes) 2019* (“**LL7**”) is to regulate the use and operation of aerodromes controlled by Council.

The purpose is to be achieved by—

- protecting the public against risk of injury and the community against damage; and
- ensuring that activities at the aerodromes are undertaken in an orderly and safe manner and do not create a hazard to public health or a threat to property; and
- controlling the public use of the aerodromes to the extent that the use is consistent with the rights, expectations and safety of the local community; and
- protecting the obstacle limitation surfaces (OLS) and minimising hazards to aircraft; and
- providing for—
 - fees and charges for the rights described above; and

- the powers and authority of persons authorised by Council for the purposes of the local law; and
- penalties for breaches of the local law; and
- liability arising out of use of the aerodromes.

Possible anti-competitive provisions and application of Relevant Exclusions

A number of possible anti-competitive provisions have been identified in LL7.

These are listed below.

Possible Anti-Competitive Provisions	Explanatory Comments	Application of a Relevant Exclusion
Section 5 – Use by aircraft	Aspects of section 5 which restrict or prohibit particular aircraft from operating at aerodromes during particular times may be considered anti-competitive. These aspects may be considered to be both creating a barrier to entering the market, and also restricting competition in the market, for participants in markets that wish to use aerodromes.	The provision would be excluded from anti-competitive provisions because it is in the interests of regulating the behaviour of individuals for public safety purposes.
Section 11 – Conduct of persons on the airside area of an aerodrome	Aspects of section 11 which restrict or prohibit persons from entering or remaining upon airside areas or bringing or leaving property or materials on an airside area, may be considered anti-competitive. These aspects may be considered to be both creating a barrier to entering the market, and also restricting competition in the market, for participants in markets that wish to use aerodromes for the purpose apprehended by section 11.	The provision would be excluded from anti-competitive provisions because it is in the interests of regulating the behaviour of individuals for public safety purposes.
Section 13 – Special events	The provision may be considered anti-competitive to the extent that it creates a barrier to entering the market (in requiring payment of a fee or requires a permit to be obtained), for participants in markets that wish to use aerodromes for the purpose apprehended by section 13.	No exclusion identified.
Section 14 – Fees and charges	The provision may be considered anti-competitive to the extent that it creates a barrier to entering the market (in requiring	No exclusion identified.

	payment of a fee), for participants in markets that wish to use aerodromes.	
Section 21 – Approval of temporary structures etc	Aspects of section 21 which enable Council to issue a permit for the installation of a temporary structure in certain circumstances, and impose conditions on a permit, may be considered anti-competitive. These aspects may be considered to be both creating a barrier to entering the market, and also restricting competition in the market, for participants in markets that wish to use aerodromes for the purpose apprehended by section 21.	The provision would be excluded from anti-competitive provisions because it is in the interests of regulating the behaviour of individuals for public safety purposes.

Following a review of all other provisions of LL7, it is concluded that no other provisions, on their reasonable and ordinary construction, can be treated as either creating a barrier to entering a market, or restricting competition to a market.

Step 3 – Preliminary Review of Anti-Competitive Provisions for Local Laws

Under the Guidelines, if a Relevant Exclusion is not applied to an anti-competitive provision under Steps 1 and 2, Council must undertake an assessment of the anti-competitive provisions to determine whether significant impacts will exist if the provisions are adopted.

In determining whether significant impacts exist, Council must consider the following factors:

1. the probability of impacts occurring;
2. the size and characteristics of the affected businesses;
3. the intensity of the potential impact on affected business;
4. whether particular businesses will incur a disproportionate impact;
5. the duration of the impact (for example ongoing or “one off”).

Examples of potentially significantly impacts include:

- where a Local Law will impact on a relatively significant number of business;
- where a Local Law will impose significant restrictions on business operating in the local government area;
- where businesses will be required to pay a substantial yearly licencing fee to operate;
- where one type of business will be regulated to a lesser degree than other businesses providing the same or similar products.

Where no significant impacts are identified from the anti-competitive provisions, Council is not required to undertake any further review, but must notify the community of the existence of the anti-competitive provisions when making the Local Law.

If significant impacts are identified the local government is required to review the anti-competitive provisions in line with the guidelines developed by the Department of Local Government, Racing and Multicultural Affairs for conducting public benefit tests for legislation.

LL7, section 13 and 14

The only potentially anti-competitive provisions to which an exclusion was not identified as part of Steps 1 or 2 were sections 13 and 14 of LL7.

Both sections can be dealt with together, as they deal with substantially similar subject matter, and an analysis of their anti-competitive nature turns on largely identical issues.

Context

Section 13 allows Council to take certain steps for a special event at an aerodrome.

Section 14 allows Council to set fees and charges for rights of use of local government-controlled aerodromes.

Factors that must be considered

Consideration	Impact, rating and rationale
Probability of impacts occurring	The probability of impacts occurring are high, insofar as businesses who use local government-controlled aerodromes are concerned.
The size and characteristics of the affected businesses	The proposed provisions apply equally to all businesses who seek to obtain rights of user over local government-controlled aerodromes.
The intensity of the potential impact on affected businesses	<p>The proposed provisions constitute reasonable management action to ensure the appropriate use of local government-controlled aerodromes.</p> <p>The proposed provisions are in the context of an industry that is subject to substantial regulation on a number of levels, and the proposed provisions do not materially increase, or impose more intense burdens on, those businesses that participate in the aviation industry.</p>
Where particular businesses will incur disproportionate impact	<p>The local law is applied to all businesses who seek to use local government aerodromes and no disproportionate impacts were found.</p> <p>With respect to fees, Council is entitled to charge a commercial fee associated with the use of local government-controlled infrastructure. The fee is proposed to be applied “across the board”, and no disproportionate impacts have been identified.</p>

Duration of the impact	The impact on businesses will be ongoing in respect of those businesses to which the provision applies.
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Conclusion

In assessing the anti-competitive provision, it is determined that no significant impacts will exist if the provisions are adopted.

Summary of Review

No significant impacts on businesses have been identified in this Review.

8.6 ADOPTION OF AMENDING SUBORDINATE LOCAL LAW NO. 2 (MISCELLANEOUS SUBORDINATE LOCAL LAWS) 2019.(‘THE AMENDING LOCAL LAW’)

Date Prepared: 11 October 2019

Author: Manager Development and Governance

Attachments:

1. Amending Local Law No. 2 (Miscellaneous Subordinate Local Laws) 2019 [↓](#)
2. Subordinate Local Law No. 1 (Administration) 2018 (consolidated) [↓](#)
3. Subordinate Local Law No. 2 - (Animal Management) 2018 (consolidated) [↓](#)
4. Subordinate Local Law No. 3 - Community and Environmental Management 2018 (consolidated) [↓](#)
5. Subordinate Local Law No. 4 (Local Government Controlled Areas Facilities and Roads) 2018 (consolidated) [↓](#)

EXECUTIVE SUMMARY

On 21 August 2019, Council proposed to adopt Amending Subordinate Local Law No. 2 (Miscellaneous Subordinate Local Laws) 2019 (“the Amending Local Law”).

The purpose of this report is to recommend the adoption of the proposed Amending Local Law and a consolidated version of the local laws amended by the Amending Local Law.

RECOMMENDATION

That Council:

1. Adopts Amending Subordinate Local Law No. 2 (Miscellaneous Subordinate Local Laws) 2019 (“the Amending Local Law”); and
2. Delegates to the Chief Executive Officer the power to take all steps necessary to publish the Amending Local Law; and
3. Adopts the consolidated version of the following subordinate local laws:
 - i. Subordinate Local Law No.1 (Administration) 2018;
 - ii. Subordinate Local Law No.2 (Animal Management) 2018;
 - iii. Subordinate Local Law No.3 (Community and Environmental Management) 2018;
 - iv. Subordinate Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2018; and
4. Delegates to the Chief Executive Officer the power to take all steps necessary to comply with the requirements of section 32(4) of the *Local Government Act 2009*.

BACKGROUND

The Amending Local Law makes the following amendments to the local laws:

- (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 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 Amending Local Law has been drafted in accordance with legislative requirements and may be adopted.

Consolidated Local Laws

Pursuant to section 32 of the *Local Government Act 2009*, Council may prepare and adopt a consolidated version of a local law that combines the original local law with all the amendments made to the local law, since originally made.

Attached to this report are consolidated versions of the local laws drafted in accordance with section 32 of the *Local Government Act 2009*, and the “Guidelines for Drafting Local Laws” dated 4 April 2016 that incorporated all amendments made to the local laws to date.

Once adopted the consolidated versions of the local laws must be provided to the Minister for publication.

RISK IMPLICATIONS

Legal and Compliance

Advice on the matters was sought 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***

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

Should Council adopt the Amending Local Law and Consolidated Local Law, notification will occur pursuant to section 29B and 32 of the *Local Government Act 2009*.

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*; and
- (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;
 - (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 10,000m²” —

insert—

or a pig on a property in an urban area greater than 20,000m²,

- (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 6(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 Subordinate 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—

440T — Pumps	<ol style="list-style-type: none"> 1) This section applies to premises at or for which there is a pump. 2) Subject to subsection (3) and (4), an occupier of the premises must not use, or permit the use of, the pump on any day— <ol style="list-style-type: none"> a) from 7pm to 7am the following day, if it makes a noise of more than 3dB(A) above the background level; or b) from 7am to 7pm if it makes a noise of more than 5dB(A) above the background level. 3) Subsection (2)(a), does not apply to a noise made at an educational institution, that is not more than 5dB(A) above the background level. 4) An occupier of the premises in a rural zone must not use, or permit the use of, the pump on any day— <ol style="list-style-type: none"> a) from 7pm to 7am the following day, if it makes a noise of more than 5dB(A) 	<p>Entire local government area</p> <p>rural zone²</p>
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	<p>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—</i> <i>liquid pump, air pump, heat pump</i></p> <p>b) includes a swimming pool pump and a spa blower.</p>	
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² Rural zone has the same meaning given to that term in the planning scheme.

Part 4 Amendment of Subordinate 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 (n) —

renumber as (d) to (m)



Mareeba Shire Council

Subordinate Local Law No. 1 (Administration) 2018

CONSOLIDATED VERSION
as in force on 23 October 2019

Mareeba Shire Council Subordinate Local Law No. 1 (Administration) 2018

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CONSOLIDATED VERSION — AS AT 23 OCTOBER 2019

Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Subordinate Local Law No. 1 (Administration) 2018*.

2 Purpose and how it is to be achieved

- (1) The purpose of this subordinate local law is to supplement *Local Law No. 1 (Administration) 2018*, which provides for a legal and procedural framework for the administration, implementation and enforcement of the local government's local laws, subordinate local laws and other regulatory powers, and for miscellaneous administrative matters.
- (2) The purpose is to be achieved by providing for—
 - (a) various matters regarding the granting of approvals for prescribed activities; and
 - (b) further specification of the definitions relevant to various prescribed activities.

3 Authorising local law

The making of the provisions in this subordinate local law is authorised by *Local Law No. 1 (Administration) 2018* (the **authorising local law**).

4 Definitions

Particular words used in this subordinate local law have the same meaning as provided for in the authorising local law.

Part 2 Approvals for prescribed activities

5 Prescribed activities that do not require an approval—Authorising local law, s 6(3)

For section 6(3) of the authorising local law, it is declared that section 6(2) of the authorising local law does not apply to the prescribed activities listed in schedule 1.

6 Categories of prescribed activities for the purposes of maximum penalties—Authorising local law, s 6(4)

For section 6(4) of the authorising local law, it is declared that—

- (a) the prescribed activities listed in part 1 of schedule 2 are category 1 activities; and
- (b) the prescribed activities listed in part 2 of schedule 2 are category 2 activities; and
- (c) the prescribed activities listed in part 3 of schedule 2 are category 3 activities.

7 Approvals that are non-transferable—Authorising local law, s 15(2)

For section 15(2) of the authorising local law, it is declared that the categories of approval listed in schedule 3 are non-transferable.

8 Prescribed complementary accommodation—Authorising local law, schedule 1

For the purposes of the definition of *complementary accommodation* in schedule 1 of the authorising local law, the accommodation listed in schedule 4 is prescribed as appropriate for caravan parks.

9 State-controlled roads to which the local law applies—Authorising local law, schedule 1

For the purposes of the definition of *road* in schedule 1 of the authorising local law, the State-controlled roads listed in schedule 5 are roads to which the authorising local law applies unless otherwise provided in the local law.

10 Public place activities that are prescribed activities—Authorising local law, schedule 2, part 2

For the purposes of paragraph (c) of the definition of *regulated activities on local government controlled areas and roads* in part 2 of schedule 2 of the authorising local law, the undertaking of a public place activity listed in schedule 6 is a prescribed activity.

11 Matters regarding prescribed activities—Authorising local law, ss 6(3), 8(2)(a), 9(1)(d), 10(3), 12, 13(a), 14(1)(a)

- (1) For each prescribed activity, a schedule prescribes the matters specified in this section for the prescribed activity named in section 1 of the schedule.
- (2) For section 6(3) of the authorising local law, it is declared that section 6(2) of the authorising local law does not apply to an activity stated in section 2 of the schedule relating to the prescribed activity.

CONSOLIDATED VERSION — AS AT 23 OCTOBER 2019

- (3) For section 8(2)(a) of the authorising local law, the documents and materials that must accompany an application for approval for the prescribed activity are stated in section 3 of the schedule relating to the prescribed activity.
- (4) For section 9(1)(d) of the authorising local law, the local government may only grant an approval for a prescribed activity if it is satisfied the proposed operation and management of the activity would be consistent with the additional criteria prescribed in section 4 of the schedule relating to the prescribed activity.
- (5) For section 10(3) of the authorising local law, the conditions that must be imposed on an approval for a prescribed activity are stated in section 5 of the schedule relating to the prescribed activity.
- (6) For section 10(3) of the authorising local law, the conditions that will ordinarily be imposed on an approval for a prescribed activity are stated in section 6 of the schedule relating to the prescribed activity.
- (7) For section 13(a) of the authorising local law, the term of an approval for a prescribed activity is provided for in section 7 of the schedule relating to the prescribed activity.
- (8) For section 14(1)(a) of the authorising local law, the further term for renewal or extension of an approval for a prescribed activity is provided for in section 8 of the schedule relating to the prescribed activity.
- (9) For section 12 of the authorising local law, in Table 1 of the schedule relating to a prescribed activity—
 - (a) column 1 lists the application requirements for which the local government may accept as evidence the certificate of a third party certifier; and
 - (b) column 2 lists the individuals or organisations that are declared to be third party certifiers for the corresponding application requirement in column 1; and
 - (c) column 3 lists the qualifications that are necessary for an individual or organisation to be a third party certifier for the corresponding application requirement in column 1.

Part 3 Repeal provisions

12 Repeal of Subordinate Local Laws

This subordinate local laws repeals—

- (a) *Subordinate Local Law No.1 (Administration) 2011*; and
- (b) *Subordinate Local Law No.2 (Animal Management) 2011*; and
- (c) *Subordinate Local Law No.3 (Community and Environmental Management) 2011*; and
- (d) *Subordinate Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2011*; and
- (e) *Subordinate Local Law No.5 (Parking) 2011*.

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**Schedule 1 Prescribed activities that do not require an
approval under the authorising local law**

section 5

operation of cane railways

CONSOLIDATED VERSION — AS AT 23 OCTOBER 2019

Schedule 2 Categories of prescribed activities for the purposes of maximum penalties

section 6

Part 1 Category 1 activities¹

alteration or improvement to local government controlled areas and roads
 establishment or occupation of a temporary home
 installation of advertising devices
 keeping of animals
 undertaking regulated activities on local government controlled areas and roads
 undertaking regulated activities regarding human remains

Part 2 Category 2 activities²

operation of camping grounds
 operation of caravan parks
 operation of temporary entertainment events
 commercial use of local government controlled areas and roads

Part 3 Category 3 activities³

This part has been intentionally left blank.

¹ Prescribed activities for which the penalty for not having an approval will be 50 penalty units under section 6(2)(b) of the authorising local law.

² Prescribed activities for which the penalty for not having an approval will be 200 penalty units under section 6(2)(c) of the authorising local law.

³ Prescribed activities for which the penalty for not having an approval will be 500 penalty units under section 6(2)(d) of the authorising local law.

Schedule 3 Categories of approval that are non-transferable

section 7

- 1 establishment or occupation of a temporary home.
- 2 keeping of animals.
- 3 undertaking regulated activities regarding human remains.
- 4 operation of temporary entertainment events.
- 5 commercial use of local government controlled areas and roads .
- 6 parking permits issued under *Local Law No.5 (Parking) 2018*, section 7(1).
- 7 operation of shared facility accommodation.

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Schedule 4 Prescribed complementary accommodation

Section 8

- 1 converted railway carriages.
- 2 demountable accommodation units.

CONSOLIDATED VERSION — AS AT 23 OCTOBER 2019

**Schedule 5 State-controlled roads to which the local law
 applies**

Section 9

This schedule has been intentionally left blank.

CONSOLIDATED VERSION — AS AT 23 OCTOBER 2019

Schedule 6 Public place activities that are prescribed activities
section 10

The following public place activities are prescribed activities that require approval—

- (a) film and television production activities for which a development application is not required under the local government's planning scheme;
- (b) an invitation only ceremony, party or celebration attended by more than 50 people;
- (c) a cake stall, sausage sizzle, car wash or similar fundraiser held on no more than 1 day;
- (d) a display, demonstration or information booth.

CONSOLIDATED VERSION — AS AT 23 OCTOBER 2019

Schedule 7 Alteration or improvement to local government controlled areas and roads

section 11

1 Prescribed activity

Alteration or improvement to local government controlled areas and roads.

2 Activities that do not require approval under the authorising local law

An approval under the authorising local law is not required for a person to plant trees on the footpath immediately adjacent to the person's property, provided the person complies with the local government's approved policy for footpath planting.

3 Documents and materials that must accompany applications for approval

- (1) For an approval to construct or improve a memorial in a local government cemetery, the application must—
 - (a) identify the burial site or other place in which the memorial is to be constructed or improved; and
 - (b) state the nature and dimensions of the proposed memorial.
- (2) For any approval to make an alteration or improvement to a local government controlled area or road, the application must include or be accompanied by—
 - (a) the name and address of the applicant and, if the applicant is a body corporate or a partnership, the name and address of an individual who is authorised by the applicant to act on its behalf; and
 - (b) full details of the proposed alteration or improvement; and
 - (c) if the applicant proposes to erect or install a structure on, over or under the road—plans and specifications of the structure; and
 - (d) details of building or other work to be carried out under the approval; and
 - (e) a specified date for completion of the works; and
 - (f) details of the location where the works or activity will be carried out, by way of plan or otherwise, which also shows the location of any warning notices for the safety of road users; and
 - (g) the intended hours and days of operation of the works or activity; and
 - (h) details of procedures which will be used to prevent any risk to the health and safety of employees or agents of the applicant and the general public; and
 - (i) a quality plan; and
 - (j) a safety plan.

CONSOLIDATED VERSION — AS AT 23 OCTOBER 2019

4 Additional criteria for the granting of approval

- (1) For all approvals, the additional criteria are—
 - (a) the physical suitability of the site for the proposed activity; and
 - (b) the suitability of any proposed structure including satisfactory compliance with relevant standards of the local government; and
 - (c) the likelihood of the activity interfering with public access to public areas and roads.
- (2) For an approval to erect or install a memorial in a local government cemetery, additional criteria are that the proposed memorial—
 - (a) will not encroach upon adjoining burial plots; and
 - (b) will be constructed of suitable weather resistant material.

5 Conditions that must be imposed on approvals

This section has been intentionally left blank.

6 Conditions that will ordinarily be imposed on approvals

For all approvals, the conditions that will ordinarily be imposed on an approval are that the approval holder must—

- (a) will be constructed of suitable weather resistant material.
- (b) at the expiration or earlier cancellation of the approval, remove any structure erected or installed within 14 days or such other period as the local government may agree to in writing;
- (c) for the duration of the term of the approval, maintain in full force and effect a standard public liability insurance policy—
 - (i) listing the local government as an interested party;
 - (ii) covering their respective rights, interests and liabilities to third parties in respect of accidental death of, or accidental bodily injury to, persons or accidental damage to property; and
 - (iii) for an amount of no less than the amount listed in the local governments Requirements for Public Liability Insurance for Approval Holders published on the local government's website.
- (d) prior to the commencement of the prescribed activity, provide the local government with a certificate of currency for the standard public liability insurance policy;
- (e) indemnify the local government against all actions, proceedings, claims, demands, costs, losses, damages and expenses which may be brought against or made upon the local government as a result of the prescribed activity;
- (f) ensure that any prescribed activities are undertaken to protect public utility services and before undertaking any ground disturbing works a "Dial 1100 Before You Dig" search must be undertaken;

CONSOLIDATED VERSION — AS AT 23 OCTOBER 2019

- (g) prior to commencing any activities which may affect or disrupt public access to the area set out the site in accordance with the requirements of the Manual of Uniform Traffic Control Devices;
- (h) not damage any local government infrastructure in the course of any approved works, except as permitted in the approval; and
- (i) comply with any reasonable direction of an authorised person, local government or emergency services in relation to controlling traffic or ensuring the safety of persons.

7 Term of approval

An approval commences on the date the approval is granted and expires on the next 30th day of June, unless otherwise specified in an approval.

8 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June, unless otherwise specified in a renewal.

CONSOLIDATED VERSION — AS AT 23 OCTOBER 2019

Schedule 8 Commercial use of local government controlled areas and roads

section 11

1 Prescribed activity

Commercial use of local government controlled areas and roads.

2 Activities that do not require approval under the authorising local law

This section has been intentionally left blank.

3 Documents and materials that must accompany applications for approval

An application for approval must be accompanied by—

- (a) details of the nature, time and place of the proposed activities; and
- (b) a plan showing the relevant part of the local government controlled area or road that is to be used for the prescribed activity; and
- (c) details of the type of signage which is intended to be displayed and the method intended to be used to ensure stability of the signage; and
- (d) evidence of any necessary statutory permit, authorisation or approval; and
- (e) details of all insurances relevant to the authority held by the person who will be undertaking the activity.

4 Additional criteria for the granting of approval

For all approvals, the additional criteria are—

- (a) the physical suitability of the area or road for the proposed use;
- (b) the appropriateness, quality and condition of equipment to be used in the activity; and
- (c) the likely impact on the ability of the general public to use the site concurrently with the proposed activity; and
- (d) whether the applicant's proposed waste management strategy makes provision for the satisfactory collection, storage and removal of all waste generated by the proposed activity; and
- (e) whether the application provides documented evidence that the applicant holds a public liability insurance policy that complies with the local government's published standard requirements for public liability insurance for approval holders.

5 Conditions that must be imposed on approvals

This section has been intentionally left blank.

CONSOLIDATED VERSION — AS AT 23 OCTOBER 2019

6 Conditions that will ordinarily be imposed on approvals

For all approvals, the conditions that will ordinarily be imposed on an approval are below—

- (a) The approval holder must comply with the Guidelines for Commercial Use of Local Government Controlled Areas and Roads.
- (b) For the duration of the term of the approval, maintain in full force and effect a public liability insurance policy—
 - (i) listing the local government as an interested party;
 - (ii) covering their respective rights, interests and liabilities to third parties in respect of accidental death of, or accidental bodily injury to, persons or accidental damage to property; and
 - (iii) for an amount of no less than the amount listed in the local governments Requirements for Public Liability Insurance for Approval Holders published on the local government's website;
- (c) Prior to the commencement of the prescribed activity, provide the local government with a certificate of currency for the public liability insurance policy.
- (d) Indemnify the local government against all actions, proceedings, claims, demands, costs, losses, damages and expenses which may be brought against or made upon the local government as a result of the activity.
- (e) Where the approval involves the installation of a structure on a local government controlled area or road, the approval holder—
 - (i) must ensure that the structure is constructed in accordance with the conditions of a current building permit;
 - (ii) must maintain a 2 metre thoroughfare for pedestrian traffic at all times;
 - (iii) may only undertake installation works outside of ordinary business hours and must provide an alternate route for pedestrians during installation;
 - (iv) must maintain the structure to a standard reasonably satisfactory to the local government;
 - (v) must ensure there is no obstruction to any service access points (water meter, trade waste meter) located in the footpath or at the front of any neighbouring premises;
 - (vi) must ensure that works are undertaken in accordance with an approved safety plan during construction and installation of the structure. All safety signage must also be displayed at all times;
 - (vii) must promptly repair any damage caused to the footpath or to any adjacent premises, to the satisfaction of an authorised person;
 - (viii) must ensure the structure is not able to harbour pests;

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- (ix) must ensure the structure is removable and the approval holder must remove the structure when requested to do so by the local government;
- (x) acknowledges that the installation of the structure does not constitute any interest in or ownership over the footpath;
- (f) Where approval is for busking, the following conditions are applicable—
 - (i) the approval holder must not engage in abusive, profane, offensive or harassing behaviour;
 - (ii) no amplification is permitted;
 - (iii) no flammable liquids or lit torches are to be used;
 - (iv) no knives, whips or sharp objects are to be used;
 - (v) the approval may be limited to specific times depending on the intrusiveness of the performance;
 - (vi) buskers may only perform in the location detailed in the approval. The areas designated for busking shall be determined by the local government;
 - (vii) the applicant must seek approval or consent from any business operators adjacent to the approved site;
- (g) Where approval is for sale of goods on a footpath, the following conditions are applicable—
 - (i) the approval holder must not:
 - (A) in any way obstruct the movement of pedestrians or access from the footpath to kerbside;
 - (B) hang goods from ceilings or awnings;
 - (ii) all bins, racks or other items used for the display of goods shall be free of protrusions, sharp edges or any parts which an authorised person reasonably believes may present a risk of injury;
 - (iii) goods are to be removed from the footpath at the close of business every day;
 - (iv) the approval holder must maintain a 2 metre thoroughfare for pedestrian traffic at all times;
 - (v) the approval holder may not under any circumstances use any area that is outside the area specified in the approval. Any changes to the area to be used must be approved by an authorised person;
 - (vi) where approvals already exist at an adjacent business, the siting of goods must complement the existing approvals (in the reasonable opinion of an authorised person);
 - (vii) generally, goods may only be placed in the following locations—
 - (A) on the kerbside side of the footpath, for approvals granted within the township of Kuranda;

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- (B) against the shop wall, for approvals granted within the township of Mareeba.
- (h) Where approval is for outdoor dining, the following conditions are applicable—
 - (i) the approval holder must maintain a 2 metre thoroughfare for pedestrian traffic at all times;
 - (ii) access from the footpath to kerbside shall not be obstructed;
 - (iii) tables, chairs and their surrounds shall be kept in a clean and tidy condition at all times;
 - (iv) tables and chairs are only to be placed in the area approved under the approval;
 - (v) tables and chairs are to be removed from the footpath at the close of business every day;
 - (vi) the approval holder may not under any circumstances use any area that is outside the area specified in the approval. Any changes to the area to be used must be approved by an authorised person;
 - (vii) where the applicant also has approval to place a temporary advertising device, and or goods for sale on the footpath, all chairs, tables and other furniture associated with outdoor dining must be placed on the same side of the footpath.
- (i) The following additional conditions apply where approval is sought to place furniture on any part of the footpath at Bymes Street, Mareeba—
 - (i) approved furniture shall be limited to the following:
 - (A) 1 x table (preferably round) which does not exceed 50cm x 50cm in width or length or diameter with only 2 chairs permitted for that table; or
 - (B) 1 x 1.2m bench with a seat width of no greater than 60cm wide.
 - (ii) the approval holder must maintain a 2 metre thoroughfare for pedestrian traffic at all times;
 - (iii) approved furniture and their surrounds shall be kept in a clean and tidy condition at all times;
 - (iv) approved furniture is to be placed in the area approved under the approval;
 - (v) approved furniture is to be placed against the building front only;
 - (vi) no furniture to be placed along the kerbside;
 - (vii) approved furniture is to be removed from the footpath at the close of business every day;
 - (viii) the approval holder may not under any circumstances use any area that is outside the area specified in the approval. Any changes to the area to be used must be approved by an authorised person;

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- (j) Where the applicant also has approval to place a temporary advertising device, and/or goods for sale on the footpath and/or outdoor dining, all chairs, tables and other furniture associated with the approvals must be placed on the same side of the footpath.
- (k) Where approval is for the installation of hoarding, scaffolding or gantry, the approval holder must—
 - (i) ensure unobstructed movement of vehicles and pedestrians;
 - (ii) observe standards specified by the local government in the carrying out of the works or activity;
 - (iii) ensure safety of pedestrians and vehicles including but not limited to the safety temporary diversion of traffic, erection of warning lights and barricades to the satisfaction of an authorised person;
 - (iv) specify a deadline for completion of the works or ceasing of the activity;
 - (v) reinstate the road to the satisfaction of an authorised person following completion of the works or ceasing of the activity.

7 Term of approval

An approval commences on the date the approval is granted and expires on the next 30th day of June, unless otherwise specified in an approval.

8 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June, unless otherwise specified in a renewal.

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Schedule 9 Establishment or occupation of a temporary home

section 11

1 Prescribed activity

Establishment or occupation of a temporary home.

2 Activities that do not require approval under the authorising local law

- (1) An approval under the authorising local law is not required for establishment or occupation of a temporary home—
 - (a) for less than 2 weeks in any 52 week period if the temporary home is established on a vacant allotment and occupied by the owners of the allotment; or
 - (b) for less than 4 weeks in any 52 week period if—
 - (i) the temporary home is sited on an allotment occupied by an existing dwelling house; and
 - (ii) the temporary home is located to the rear of the existing dwelling house.
- (2) However, subsection (1) applies only if no waste materials, including grey water, are deposited on site during occupation, or left on site after departure.

3 Documents and materials that must accompany applications for approval

An application for approval must be accompanied by—

- (a) a site plan illustrating—
 - (i) the location of the temporary home; and
 - (ii) the location of the other buildings on the site; and
 - (iii) the location of the proposed permanent residence; and
 - (iv) the location of neighbouring buildings; and
- (b) if the applicant is not the owner—written consent of the owner; and
- (c) details of the type of temporary home proposed; and
Examples for paragraph (c)—A shed; a caravan with an awning.
- (d) the proposed floor plan of the temporary home; and
- (e) details of the proposed fit out of the temporary home's kitchen, bathroom, toilet and laundry; and
- (f) intended method of water supply; and
- (g) details of a current building approval for the construction or renovation of a permanent residence and evidence of financial capacity and ability to construct or renovate the permanent residence.

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4 Additional criteria for the granting of approval

For all approvals, the additional criteria are that—

- (a) where necessary, adequate screening of the temporary home is planned to ensure reduced impact on visual amenity; and
- (b) a building permit has been issued for the construction of a permanent residence on the property prior to the issue of the approval; and
- (c) a plumbing compliance permit has been obtained prior to the issue of the approval, to enable the fixtures to be installed and the liquid wastes to be removed; and
- (d) an adequate source of water will be available to the proposed temporary home; and
- (e) adequate means of waste disposal and sanitation will exist to ensure that reasonable standards of health and hygiene can be maintained; and
- (f) the proposed temporary home has, as a minimum, a toilet, shower, laundry tub, kitchen sink and hand basin; and
- (g) the proposed dwelling will be suitable for temporary occupation; and
- (h) separation distances are compliant with the Planning Act; and
- (i) the applicant is able to demonstrate an ability and capacity to construct a permanent dwelling within the term of the approval.

Example—

The applicant has a contract with a registered builder and sufficient funds are available. However this criteria may not be satisfied if a genuine application has not been made for building approval of a permanent residence or there is insufficient time remaining under the building approval to finish the relevant building work.

5 Conditions that must be imposed on approvals

For all approvals, a condition that must be imposed on the approval is that, where the temporary home is in an area serviced by the local government's waste contractor, a waste service must be obtained.

6 Conditions that will ordinarily be imposed on approvals

The conditions that will ordinarily be imposed on approvals are that the approval holder must—

- (a) keep the temporary home in good order and repair;
- (b) ensure that the temporary home is not unsightly or unhygienic;
- (c) ensure the temporary home does not detrimentally affect the amenity of neighbouring properties or cause an odour nuisance;
- (d) ensure that lighting used to illuminate any areas is angled or shaded in such a manner that the light does not cause a nuisance;

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- (e) ensure that water intended for use for domestic purposes is from an approved water source;
- (f) maintain an adequate and continuous supply of water to all toilet, bathroom, kitchen, laundry and drinking water facilities that form part of the temporary home;
- (g) maintain all water supply connections in accordance with applicable legislative requirements;
- (h) ensure that the temporary home is only occupied by those persons whose names have been given to the local government in the application for approval;
- (i) ensure that there is an adequate means of waste disposal, including waste water, and sanitation and basic amenities are provided for living such as kitchen facilities, bathing facilities, laundry, toilet, sleeping accommodation, waste water disposal, refuse disposal, storage and adequate water supply to ensure reasonable standards of health and hygiene can be maintained;
- (j) ensure waste containers provided at the temporary home are sufficient to accommodate the collection and storage of all waste generated by and in conjunction with the use of the temporary home, and must ensure those waste containers are kept so as not to attract pests;
- (k) not incinerate waste;
- (l) dispose of human wastes from the temporary home at a dedicated sanitary facility, the sewerage system or an approved on-site sewerage facility;
- (m) connect all plumbing or drainage facilities to the temporary home as soon as practicable, but in any case no later than 90 days of the day a person first occupies the temporary home, so as to comply with plumbing and drainage requirements;
- (n) where the temporary home is for the temporary on-site accommodation of an owner-builder or builder—
 - (i) must construct the approved permanent residential dwelling in a timely and efficient manner, and complete the permanent dwelling within the duration of the approval term;
 - (ii) ensure that they do not cease construction of the permanent residence for a period greater than 90 days or such other period as the local government may approve; and
 - (iii) dismantle and remove the temporary home within 30 days of occupation of the permanent residence or the expiry of the term of the approval, whichever first occurs.

7 Term of approval

The term of the approval commences on the date the approval is granted and expires on the earlier of the following events—

- (a) the end of the term specified in the approval, which can be no more than 18 months from the commencement date; or

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- (b) on the issue pursuant to the *Building Act 1975* of the Form 21 Final Inspection Certificate for the new permanent residence constructed on the allotment where the temporary home is located.

8 Term of renewal of approval

- (1) The renewal may only be renewed for the term that a permanent residence on the allotment is reasonably likely to become habitable, not exceeding 12 months, that must be stated in the approval.
- (2) The renewal will lapse on the issue pursuant to the *Building Act 1975* of the Form 21 Final Inspection Certificate for the new permanent residence constructed on the allotment where the temporary home is located.

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Schedule 10 Installation of advertising devices

section 11

1 Prescribed activity

Installation of advertising devices.

2 Activities that do not require approval under the authorising local law

- (1) The installation of an advertising device does not require approval under the authorising local law in the following circumstances—
 - (a) the installation of the advertising device is regulated under the local government's planning scheme; or
 - (b) the installation is of a permitted advertising device listed in subsection (2) that complies with the prescribed requirements for advertising devices in subsection (3).
- (2) In this section, a *permitted advertising device* means any of the following—
 - (a) portable signs that—
 - (i) are not greater than 1m² in face area on any face; and
 - (ii) are no wider than 750mm; and
 - (iii) are only placed adjacent to the business being advertised; and
 - (iv) are secured to prevent danger to pedestrians and traffic outside the site in high wind situations; and
 - (v) do not number more than 1 sign per business per road frontage or, in the case of a business in an arcade, 1 sign per business per arcade opening;
 - (b) garage sale signs that—
 - (i) are not one of more than 4 signs advertising the same garage sale; and
 - (ii) are not in place earlier than the day before the commencement of the garage sale and after 24 hours of the conclusion of the sale; and
 - (iii) are not in place for more than 72 hours for any one garage sale; and
 - (iv) are not erected for a sale at premises where a garage sale has been held on 4 occasions already in the previous year;
 - (c) real estate signs that—
 - (i) advertise a property for sale, lease or auction; and
 - (ii) are not greater than 3m² in face area; and
 - (iii) are not positioned on a road, footpath or building (other than the building being advertised);
 - (d) event signs that—

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- (i) do not number more than 8 signs advertising the same event; and
 - (ii) are not in place earlier than 4 weeks before the commencement of the event and after 48 hours of the conclusion of the event;
- (e) lost pet signs;
- (f) construction site signs that—
 - (i) contain only project details and real estate information; and
 - (ii) are only exhibited during the period of construction; and
 - (iii) are not greater than 2m in height.
 - (iv) are not positioned on a road, footpath or building (other than the building being advertised);
- (g) rural identification signs that—
 - (i) are not greater than 2m² in face area; and
 - (ii) do not number more than 1 sign per property;
- (h) fresh produce for sale signs that—
 - (i) are not adjacent to a residential property; and
 - (ii) are no larger than 3m² in face area; and
 - (iii) do not number more than 2 signs per seller;
- (i) horizontal banner signs that—
 - (i) do not number more than 1 sign per property; and
 - (ii) do not cover or hide any architectural feature of a building or structure; and
 - (iii) are no larger than 8m² in face area;
- (j) vertical banner signs that—
 - (i) do not number more than 1 sign per property; and
 - (ii) do not cover or hide any architectural feature of a building or structure; and
 - (iii) do not project above the roof line of a building to which the vertical banner is attached; and
 - (iv) do not exceed a maximum width of 0.6m;
 - (v) are no larger than 2m² in face area.

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- (3) The ***prescribed requirements for advertising devices*** are that—
- (a) the advertising device, including any structure associated with the support of the advertising device, must be structurally sound and safe; and
 - (b) the display of the advertising device must not cause obstruction of, or distraction to, pedestrian or vehicular traffic on a road or any road-related area; and
 - (c) an advertising device must not be located so as to form a background to a road or road-related area when viewed from any direction; and
 - (d) an advertising device must not reflect any vehicle headlight glare towards—
 - (i) a road; or
 - (ii) a road-related area; or
 - (iii) a sensitive place; and
 - (e) an advertising device that is illuminated must be shielded to prevent the illumination of any road or road-related area and the illumination of the advertising device must not extend further than 3m from the advertising device; and
 - (f) an advertising device may only be erected on premises with the written consent of the registered owner or trustee of the premises and the advertiser must produce the written consent to the local government on demand; and
 - (g) an advertising device that advertises premises, or an activity conducted on the premises, which is not installed on the premises, must not diminish the visual amenity of the locality on which the advertising device is installed; and
 - (h) only 1 advertising device that is visible from a road may be installed on premises; and
 - (i) an advertiser must not install an advertising device within 200m of an intersection of 2 roads unless the advertising device does not cause obstruction of, or distraction to, pedestrian or vehicular traffic; and
 - (j) the advertiser of an advertising device must maintain the advertising device in good order and repair; and
 - (k) the advertising device must not be installed on or be viewed from a State-controlled road; and
 - (l) an advertising device installed on a local government controlled area or road must not be attached to, or supported by, a tree, shrub or similar vegetation that is in its natural state (whether dead or alive); and
 - (m) an advertising device must not be attached to local government or main roads infrastructure or signs; and
 - (n) an advertising device must not be situated on the paved area of the road or on traffic islands; and
 - (o) the advertiser of an advertising device must maintain a public liability insurance policy that complies with the local government's published standards for public liability insurance for advertising devices, unless the

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advertising device is a garage sale sign, lost pet sign, election sign, fresh produce signs (not associated with a roadside stall) or a rural identification sign; and

- (p) the advertiser of an advertising device must produce documented evidence of public liability insurance mentioned in paragraph (o) to an authorised person upon request;
 - (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 meters 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.
- (4) In this section—

event sign means an advertising device that advertises a local event of a cultural, educational, recreational, religious, social or similar nature.

face area, of an advertising device—

- (a) means—
 - (i) generally—the area bounded by the framework of a manufactured panel, hoarding or illuminated sign case and calculated by multiplying the sign face area height and width parameters; and
 - (ii) in the case of lettering, logos or designs applied to a lesser area than the panel parameters, or individual lettering applied to a wall or awning face—the area calculated by drawing a rectangle around the advertising device lettering; and
 - (iii) in the case of irregular shaped advertising devices, including words with ascending or descending upper or lower case letter strokes, or replicas or shapes—the face area calculated by not more than 2 abutting and non-overlapping rectangles added together.
- (b) includes any decorative lines, stripes or an architectural trim forming part of an advertising device, whether illuminated or not.

horizontal banner sign means a temporary advertising device suspended from a structure or pole with or without supporting framework displaying an advertising device applied or painted to fabric or similar material of any kind.

portable sign means a temporary portable self-supporting sign which is freestanding and may be mounted on wheels to facilitate movement and includes an A frame sign and a sandwich board.

rural identification sign means a freestanding sign which is intended to display the name or nature of an agribusiness or occupant undertaking an agricultural practice on the property that the sign is advertising.

vertical banner sign means an advertising device of non-rigid material normally supported at 2 or more locations from brackets from either a pole or a building.

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3 Documents and materials that must accompany applications for approval

The application for approval must be accompanied by—

- (a) details of the advertising device including the dimensions, colour, content, materials and construction; and
- (b) details of where the device is to be located and how it is to be affixed; and
- (c) where necessary, an engineer's certificate for the structural adequacy of the device with reference to wind velocity loadings.

4 Additional criteria for the granting of approval

For any approval for installation of an advertising device, the additional criteria are that—

- (a) the proposed installation of the advertising device is consistent with the prescribed requirements for advertising devices in section 2(3) of this schedule
- (b) the dimensions of the advertisement bear a reasonable relationship to the dimensions of surrounding buildings and allotments so that—
 - (i) its presence is not unduly dominating or oppressive; and
 - (ii) it does not unreasonably obstruct existing views;
- (c) the advertisement is consistent, in colour and appearance, with buildings and natural features of the environment in which it is to be situated;
- (d) the advertisement is in other respects consistent with the character and values of the environment in which it is to be situated.

5 Conditions that must be imposed on approvals

The conditions that must be imposed on an approval are as follows—

- (a) The dimensions of the sign shall not exceed the following—
 - (i) under awning sign which is securely fixed under a permanent awning—
– length 2.4 metres; width 200 mm; and
 - (ii) fascia sign which is painted to the fascia of the permanent awning—the face of the fascia; and
 - (iii) above awning sign which is securely fixed above a permanent awning
– length 3 metres; width 200 mm; depth 1.5 metres; and
 - (iv) wall mounted sign which is securely fixed to a wall of a building and does not protrude more than 1.2 metres from the wall length 1.2 metres depth 600 mm; and
 - (v) roof sign which is securely fixed to either the roof or parapet wall at the front of a building - length 3 metres; depth 1.5 metres; and
 - (vi) sandwich board/A Frame sign placed on a footpath or public area must not be more than 900mm x 600mm or 0.54m² on each side of the sign;

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and

- (b) All signs that protrude over a footpath by more than 50 mm shall be a minimum of 2.4 metres above the footpath measured from the underside of the sign; and
- (c) Sandwich board/A frame—a portable sign used to advertise a business or goods and services available at the business must meet the following criteria—
 - (i) the sign may only be used when the business is open; and
 - (ii) a maximum of (1) one sign per tenancy is permitted; and
 - (iii) the sign must be placed on the property to which it refers, or where this is not practically possible immediately adjacent to the property; and
- (d) the advertisement content shall not be offensive.

6 Conditions that will ordinarily be imposed on approvals

- (1) The conditions that will ordinarily be imposed on all approvals are as follows—
 - (a) the approval holder must comply with the local government's adopted Guidelines for the Management of Temporary Public and Community Events Banners and Signs;
 - (b) the approval holder must comply with the local government's adopted *Guidelines for Portable Sign Permit*;
 - (c) the device does not interfere with any underground utilities;
 - (d) the device does not interfere with the road or its operation;
 - (e) no portion of the sign can project over the carriageway or any surface used by motor vehicles;
 - (f) the device is not located in a place that is likely to distract motorists, restrict sight distances on approaches to intersections, restrict the visibility of other authorised signs, or otherwise impact on safety;
 - (g) the device is not located in a place that is likely to cause a safety hazard to other traffic (for example, pedestrians or cyclists);
 - (h) the device does not flash, revolve or involve the production of sound or smell;
 - (i) the device is not fastened to trees or road infrastructure (for example, signs or guardrails);
 - (j) the device is not left in place in the event of extreme weather;
 - (k) the device must be maintained in good condition at all times;
 - (l) the device does not contain explicit, inappropriate or offensive content;
 - (m) for the duration of the term of the approval, maintain in full force and effect a public liability insurance policy—
 - (i) listing the local government as an interested party;

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- (ii) covering their respective rights, interests and liabilities to third parties in respect of accidental death of, or accidental bodily injury to, persons or accidental damage to property; and
 - (iii) for an amount of no less than the amount listed in the local governments Requirements for Public Liability Insurance for Approval Holders published on the local government's website;
- (n) prior to the commencement of the prescribed activity, provide the local government with a certificate of currency for the standard public liability insurance policy;
- (o) the local government must be indemnified against all actions, proceedings, claims, demands, costs, losses, damages and expenses which may be brought against or made upon the local government as a result of the activity;
- (p) for an approval for installing a portable 'A' frame or inverted 'T' frame board sign—
 - (i) the size of the device must not exceed 600 millimetres (width) x 1200 millimetres (height);
 - (ii) the device must be fitted with a strut or other approved mechanism to ensure the sign can not close accidentally;
 - (iii) the device must be fixed or weighted so as to ensure stability;
 - (iv) all corners of the device must be chamfered;
 - (v) the maximum number of devices that may be installed for a business is—
 - A. for corner businesses—1 device on each street frontage; or
 - B. in any other circumstances—1 device;
- (q) the device must be placed at the roadside edge of the footpath and set back 0.3 metres from the kerb;
- (r) the device must be removed from the footpath during the hours when the business is closed;
- (s) the device must not be located within any landscaped area or garden bed.
- (2) The conditions that will ordinarily be imposed on election signs are that the device must—
 - (a) not be erected until an election has been called and the writ has been issued (in the case of State of Commonwealth elections), or a notice of election has been published (in the case of local government elections);
 - (b) in the case of a referendum or poll, not be erected before the writ for the referendum is issued or; in the case of a poll, before a date determined by the local government;
 - (c) be removed within 14 days after the day of the election.

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7 Term of approval

An approval commences on the date the approval is granted and expires on the next 30th day of June, unless otherwise specified in an approval.

8 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June, unless otherwise specified in a renewal.

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Schedule 11 Keeping of animals

section 11

1 Prescribed activity

Keeping of animals.

2 Activities that do not require approval under the authorising local law

This section has been intentionally left blank.

3 Documents and materials that must accompany applications for approval

An application must be accompanied by the following information—

- (a) the species, breed, age and gender of the animal or each of the animals for which the approval is sought; and
- (b) the number of animals to be kept; and
- (c) the area, or part of the area, in which the animal or animals are to be kept; and
- (d) the nature of the premises in which the animal or animals are to be kept; and
- (e) details of the proposed keeper's experience and qualifications to conduct the activity.

4 Additional criteria for the granting of approval

- (1) For all approvals, the additional criteria are that—
 - (a) the land is physically suitable for the keeping of the animal; and
 - (b) the enclosure in which the animal is to be kept is structurally suitable; and
 - (c) the animal is not likely to cause undue nuisance, inconvenience or annoyance to the occupiers of adjoining land.
- (2) For an approval to keep a rooster in an urban area, the additional criterion is that the keeper of the rooster is a member of a poultry club in the local government area that is formally affiliated with a national or state association for poultry keeping.
- (3) For an approval to keep more than 2 dogs or cats in an urban area greater than 450m², the additional criteria are that—
 - (a) the animals are kept as part of the activity of showing or breeding dogs or cats and the keeper of the animals is a member of a recognised breeders' association; or
 - (b) exceptional circumstances exist to justify the keeping of the additional animal or animals.

Example for paragraph (b) of 'exceptional circumstances'— A family member has passed away

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and left the pet in the keeper's care.

- (4) For an approval to keep more than 2 head of stock on a property in an urban area greater than 10,000m² or a pig on a property in an urban area greater than 20,000 m² the additional criteria are—
 - (a) the animal will only be kept on the property temporarily; and
 - (b) exceptional circumstances exist to justify the approval.
- (5) For an approval to keep a horse on a property in an urban area greater than 450m² but less than 10,000m², the additional criteria are—
 - (a) the animal will only be kept on the property temporarily; and
 - (b) exceptional circumstances exist to justify the approval.

Example for paragraph (b)— The animal is undergoing veterinary treatment that requires it to be kept on a property in an urban area.

5 Conditions that must be imposed on approvals

This section has been intentionally left blank.

6 Conditions that will ordinarily be imposed on approvals

The conditions that will ordinarily be imposed on an approval are that the approval holder—

- (a) may not use this approval to breed or conduct any commercial activity involving the animals on the property;
- (b) must ensure compliance with any of the requirements for keeping an animal under State legislation and *Local Law No. 2 (Animal Management) 2018*;
- (c) must ensure the animals do not cause a nuisance, inconvenience or annoyance to others.

7 Term of approval

An approval commences on the date the approval is granted and expires on the next 30th day of June, unless otherwise specified in an approval.

8 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June, unless otherwise specified in a renewal.

Schedule 12 Operation of camping grounds

section 11

1 Prescribed activity

Operation of camping grounds.

2 Activities that do not require approval under the authorising local law

This section has been intentionally left blank.

3 Documents and materials that must accompany applications for approval

An application for approval must include or be accompanied by—

- (a) a plan showing the boundaries of the camping ground and the division of the camping ground into camping sites; and
- (b) if the applicant is not the owner of the land on which the camping ground is situated—the written consent of the owner regarding the application; and
- (c) details of the facilities for sanitation, washing and laundry to be provided for campers; and
- (d) details of water quality, reticulation and drainage.

4 Additional criteria for the granting of approval

Applications must meet the following additional criteria—

- (a) the applicant is a suitable person to operate a camping ground.

5 Conditions that must be imposed on approvals

This section has been intentionally left blank.

6 Conditions that will ordinarily be imposed on approvals

The conditions that will ordinarily be imposed on approvals are that the approval holder must—

- (a) maintain all facilities in the camping ground to a high quality standard of hygiene and safety;
- (b) supply potable water for drinking, cooking and personal hygiene;
- (c) cause every outlet within the camping ground receiving non-potable water to prominently display a permanent sign stating 'Unsuitable for Drinking';
- (d) unless an accommodation is fitted with ablutionary facilities, provide and maintain adequate toilets and bathing or showering facilities for persons of both sexes (including disabled persons);

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- (e) cause hot and cold water to be reticulated to every shower, bath and hand basin;
- (f) cause all sanitary conveniences to be constructed so as to ensure privacy;
- (g) cause such shower or bath to be installed with separate drainage points for the discharge of water;
- (h) if bed linen is provided - to keep it in a clean and sanitary condition and replace it with clean bed linen whenever there is a change of occupation of the relevant accommodation or site;
- (i) provide adequate laundry facilities for the exclusive use of the occupants in the ratio of 1 set of twin wash tubs and 1 clothes washing machine and 1 clothes hoist or an equivalent length of clothes line for every 20 sites or part thereof;
- (j) not permit an accommodation to be erected or located, closer than 3 metres to any other accommodation and not closer than 6 metres to any ablution facility;
- (k) not permit an accommodation to be located at any place within the camping ground other than on a site approved by the local government;
- (l) provide adequate lighting for the safe movements of persons within the camping ground;
- (m) provide waste water disposal points which are connected to a sewerage or approved drainage system;
- (n) if a swimming pool is located at the camping ground - ensure that the swimming pool complies with—
 - (i) all requirements of any applicable State legislation; and
 - (ii) the Queensland Health Swimming and Spa Pool Water Quality and Operational Guidelines;
- (o) ensure that an up-to-date register is kept and made available at the request of an authorised person, containing—
 - (i) the name and address of each person who hires accommodation or a site on the camping ground
 - (ii) an identifying number for the accommodation or site; and
 - (iii) the registered number of a caravan and the vehicle towing it; and
 - (iv) the dates when the hiring of the accommodation or site begins and ends;
- (p) unless the local government agrees in writing, not change the sites by—
 - (i) adding to the existing sites, structures, facilities or accommodations;
 - (ii) changing the position or boundaries of sites, structures or facilities; or
 - (iii) removing existing structures or facilities however, this does not apply if the proposed change constitutes development under the Planning Act;

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- (q) not permit a fire in the open unless the fire is in a fireplace approved by the local government;
- (r) ensure all sites are clearly numbered.

7 Term of approval

The term of the approval commences on the date the approval and expires on the next 30th day of June, unless otherwise specified in the approval.

8 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June, unless otherwise specified in an approval.

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Schedule 13 Operation of cane railways

Section 11

This schedule has been intentionally left blank.

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Schedule 14 Operation of caravan parks

section 11

1 Prescribed activity

Operation of caravan parks.

2 Activities that do not require approval under the authorising local law

This section has been intentionally left blank.

3 Documents and materials that must accompany applications for approval

An application for approval must include or be accompanied by—

- (a) if the applicant is not the owner of the land on which the caravan park is situated—the written consent of the owner to the application; and
- (b) the name and address of the proposed resident manager of the caravan park and the proposed resident manager's written agreement accepting the responsibilities of resident manager of the caravan park; and
- (c) the plan of the proposed caravan park drawn to scale showing the following additional particulars—
 - (i) the location and real property description of such land; and
 - (ii) the location, number, designation and type of sanitary conveniences to be provided; and
 - (iii) the location, number, and designation of ablutionary facilities to be provided; and
 - (iv) details of each site clearly defined and bearing a distinguishing mark or number.

4 Additional criteria for the granting of approval

The additional criteria for granting an approval are that—

- (a) the proposed resident manager is a suitable person to be manager of a caravan park; and
- (b) all facilities in the caravan park are at an acceptable standard or can be brought to acceptable standard for use by residents.

5 Conditions that must be imposed on approvals

This section has been intentionally left blank.

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6 Conditions that will ordinarily be imposed on approvals

The conditions that will ordinarily be imposed on approvals are that the approval holder must—

- (a) maintain all facilities in the camping ground to an acceptable standard of hygiene and safety;
- (b) supply potable water for drinking, cooking and personal hygiene;
- (c) cause every outlet within the caravan park receiving non-potable water to prominently display a permanent sign stating '**Unsuitable for Drinking**';
- (d) unless accommodation is fitted with ablutionary facilities, provide and maintain adequate toilets and bathing or showering facilities for persons of both sexes (including disabled persons);
- (e) cause hot and cold water to be reticulated to every shower, bath and hand basin;
- (f) cause all sanitary conveniences to be constructed so as to ensure privacy;
- (g) cause such shower or bath to be installed with separate drainage points for the discharge of water;
- (h) if bed linen is provided — to keep it in a clean and sanitary condition and replace it with clean bed linen whenever there is a change of occupation of the relevant accommodation or site;
- (i) provide adequate laundry facilities for the exclusive use of the occupants in the ratio of 1 set of twin wash tubs and 1 clothes washing machine and 1 clothes hoist or an equivalent length of clothes line for every 20 sites or part thereof;
- (j) not permit an accommodation to be erected or located, closer than 3 meters to any other accommodation and not closer than 6 meters to any ablution facility;
- (k) not permit an accommodation to be located at any place within the caravan park other than on a site approved by the local government under this local law;
- (l) provide adequate lighting for the safe movements of persons within the caravan park;
- (m) provide waste water disposal points which are connected to a sewerage or approved drainage system;
- (n) ensure that if a swimming pool is located within the caravan park that the swimming pool complies with—
 - (i) all requirements of any applicable State legislation; and
 - (ii) the Queensland Health Swimming and Spa Pool Water Quality and Operational Guidelines;
- (o) ensure that an up-to-date register is kept and made available at the request of an authorised person, containing—
 - (i) the name and address of each person who hires accommodation or a site at the caravan park; and

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- (ii) an identifying number for the accommodation or site; and
- (iii) the registered number of a caravan and the vehicle towing it; and
- (iv) the dates when the hiring of the accommodation or site begins and ends;
- (p) unless the local government agrees in writing, not change the sites by—
 - (i) adding to the existing sites, structures, facilities or accommodations; or
 - (ii) changing the position or boundaries of sites, structures or facilities; or
 - (iii) removing existing structures or facilities however, this does not apply if the proposed change constitutes development under the Planning Act;
- (q) not permit a fire in the open unless the fire is in a fireplace approved by the local government;
- (r) ensure all sites are clearly numbered;
- (s) provide ground anchor points designed to withstand heavy wind loads to enable the tie-down of caravans and complementary accommodation.

7 Term of approval

An approval commences on the date the approval is granted and expires on the next 30th day of June, unless otherwise specified in an approval.

8 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June, unless otherwise specified in a renewal.

Schedule 15 Operation of cemeteries**Section 11****1 Prescribed activity**

Operation of cemeteries.

2 Activities that do not require approval under the authorising local law

This section has been intentionally left blank.

3 Documents and materials that must accompany applications for approval

An application for approval must be accompanied by—

- (a) a drawing showing the design and dimensions of the proposed cemetery;
- (b) details of the materials out of which the cemetery is (or is to be) constructed and other structural details of the cemetery;
- (c) details of the location of the cemetery;
- (d) if the applicant is not the owner of the land on which the cemetery / crematorium is located—the written consent of the owner;
- (e) a site plan drawn at an appropriate scale and showing the immediate area of the proposed cemetery and proposed burial plots, columbarium niches, walls or any associated structures, plots and layout; and
- (f) details of the proposed administration and management of the cemetery.

4 Additional criteria for the granting of approval

This section has been intentionally left blank.

5 Conditions that must be imposed on approvals

This section has been intentionally left blank.

6 Conditions that will ordinarily be imposed on approvals

The conditions that will ordinarily be imposed on approvals are that the approval holder must—

- (a) comply with specified hours when the cemetery may be open to the public (where not previously regulated by a development approval);
- (b) comply with specified hours when a burial, cremation or disposal may take place in the cemetery (where not previously regulated by development approval);
- (c) give notice to the local government prior to a burial, cremation or disposal;
- (d) permit an authorised person to inspect a burial site at any time either before or after a burial;

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- (e) comply with requirements in the approval regarding the position of grave sites;
- (f) comply with specified standards for required minimum depth, size and other dimensions of graves and grave sites;
- (g) comply with any relevant standard applicable to coffins (for example, an Australian Standard);
- (h) not exceed the specified maximum number of bodies which may be buried in a single grave;
- (i) comply with prescribed minimum periods of leases of grave sites;
- (j) comply with specified standards applicable to the keeping of records of burials and graves;
- (k) ensure that records of burials and graves are not destroyed or otherwise disposed of without the written approval of the local government;
- (l) keep records of burials and graves open to inspection at all times when the person responsible for the making and retaining thereof is ordinarily in attendance at the place where the records are kept;
- (m) keep a register of all reserved sites or niches within the cemetery;
- (n) properly maintain memorials and other buildings and structures in the cemetery;
- (o) keep the cemetery in a clean and tidy state.

7 Term of approval

An approval commences on the date the approval is granted and expires on the next 30th day of June, unless otherwise specified in an approval.

8 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June, unless otherwise specified in a renewal.

Schedule 16 Operation of public swimming pools**Section 11****1 Prescribed activity**

Operation of public swimming pools.

2 Activities that do not require approval under the authorising local law

This section has been intentionally left blank.

3 Documents and materials that must accompany applications for approval

Additional documents and materials that must accompany an application for an approval are—

- (a) the address of the swimming pool, including real property description;
- (b) the dimensions and capacity of the pool;
- (c) pool filtration unit details;
- (d) pool pump details;
- (e) pool chlorination equipment details;
- (f) resuscitation notice details;
- (g) fencing and access to the swimming pool;
- (h) hours of operation;
- (i) details of backwash water discharge;
- (j) plans of the site showing the immediately adjoining properties, and the position, width and name of the street or road from which the property has access and upon which it abuts; and
- (k) details of how the swimming pool will be adequately supervised when open to the public including the names and a copy of a lifesaving qualification and blue card for each proposed supervisor.

4 Additional criteria for the granting of approval

This section has been intentionally left blank.

5 Conditions that must be imposed on approvals

This section has been intentionally left blank.

6 Conditions that will ordinarily be imposed on approvals

The conditions that will ordinarily be imposed on an approval are that the approval holder must—

- (a) provide separate dressing rooms for male and female users of the pool that are—

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- (i) of a size sufficient to accommodate the likely maximum number of users (at any one time) of the pool; and
 - (ii) situated and constructed so that they totally conceal persons within the dressing rooms from persons who may be outside the dressing rooms;
- (b) provide for proper and sufficient male and female sanitary conveniences at the pool;
- (c) not allow persons suffering, or appearing to suffer from an infectious, contagious or offensive disease or skin complaint to be at, or use, the public pool;
- (d) maintain water quality in the manner recommended by the Queensland Health Swimming and Spa Pool Water Quality and Operational Guidelines (October 2004);
- (e) keep the pool at all times free from extraneous matter;
- (f) display a notice explaining mouth to mouth resuscitation in a position that is visible from within any point of the swimming pool or spa;
- (g) prominently display a sign at any spa pool containing the following warning: "IMMERSION FOR PERIODS LONGER THAN 20 MINUTES IN WATER HEATED UP TO 35°C IS CONSIDERED DANGEROUS";
- (h) ensure that the swimming pool is adequately supervised at all times that it is open to the public;
- (i) ensure that any persons engaged to supervise the use of the pool—
 - (i) hold and maintain, throughout the term of the approval, lifesaving qualifications from a body recognised by the local government,
 - (ii) hold a blue card; and
 - (iii) are otherwise suitable and of sufficiently good character in the reasonable opinion of the local government.

7 Term of approval

An approval commences on the date the approval is granted and expires on the next 30th day of June, unless otherwise specified in an approval.

8 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June, unless otherwise specified in a renewal.

Schedule 17 Operation of shared facility accommodation**Section 11****1 Prescribed activity**

Operation of shared facility accommodation.

2 Activities that do not require approval under the authorising local law

Approval is not required—

- (a) for the operation of shared facility accommodation in a private home in which accommodation is provided for not more than 3 holiday makers or travellers; or
- (b) if an approval is obtained for the prescribed activity under a Planning Act

3 Documents and materials that must accompany applications for approval

An application must be accompanied by—

- (a) the name, location and real property description of the premises; and
- (b) a plan of the premises drawn to scale and showing—
 - (i) the location of the building on the site including location of vehicle accesses and parking, areas for clothes drying and open recreation areas; and
 - (ii) the internal layout of the building showing the proposed function of each room and in the case of bedrooms and dormitories—the maximum number of beds proposed; and
- (c) details of shared facilities including—
 - (i) number of toilets; and
 - (ii) number of bathrooms and showers; and
 - (iii) laundry facilities; and
 - (iv) dining facilities; and
 - (v) cooking facilities; and
 - (vi) vehicle parking; and
- (d) a report from an appropriately qualified professional that the fire safety provisions of the *Building Act 1975* have been complied with; and
- (e) if the applicant is not the owner of the premises for which the approval is sought—the written consent of the owner to the application.

4 Additional criteria for the granting of approval

In deciding requirements to be made of holders of approvals under this subordinate local law, the local government must have regard to—

- (a) the need for a reasonable degree of uniformity between local government areas; and

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- (b) the need to encourage prospective operators to enter the market for accommodation to which this local law applies as a way of promoting tourism.

5 Conditions that must be imposed on approvals

This section has been intentionally left blank

6 Conditions that will ordinarily be imposed on approvals

The conditions that will ordinarily be imposed in an approval are as follows—

(a) Bedrooms and Dormitories

- (i) sleeping accommodation and beds are not provided in any room or space except those rooms designated on the plan accompanying the application as bedrooms or dormitories;
- (ii) every person accommodated on the premises to be provided with a clean and comfortable bed which shall be designated by a room and bed number;
- (iii) each bedroom or dormitory shall have—
 - (A) cupboard space provided at a rate of 0.03 square metres per person; and
 - (B) 1 towel rail per person.
- (iv) the maximum number of people to be accommodated in any bedroom or dormitory shall be 8;
- (v) no beds to be more than two tiers in height and the clearance between the upper and lower beds to be at least 870mm with a clearance of 1 metre between the upper bed and the ceiling, light fittings or any other projection from the ceiling.

(b) Kitchen Facilities

- (i) a kitchen separate from all other rooms shall be provided;
- (ii) kitchens shall be kept in a clean and hygienic manner at all times;
- (iii) all kitchen walls and ceilings shall be smooth and free of ledges, protrusions, cracks and crevices and treated with washable gloss paint or other washable surface;
- (iv) all kitchen floors to shall be covered with a smooth impervious floor covering;
- (v) all kitchen benches, tables and shelving shall be covered in smooth impervious material;
- (vi) cooking appliances shall be provided at a rate of at least 4 burners or hotplates and 1 oven for each 15 people;
- (vii) refrigeration space to be provided at a rate of 15 litres per person;
- (viii) dishwashing facilities shall be provided at a rate of one stainless steel

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sink per 15 people;

- (ix) adequate crockery, cutlery and cooking utensils shall be provided and maintained in a sound and clean condition;
- (x) kitchen cupboard space shall be provided at a rate of 0.015 square metres per person.

(c) Dining Room

- (i) a dining room under the same roof as the kitchen shall be provided;
- (ii) dining room seating shall be available at the rate of 50 percent of the maximum occupancy authorised under the approval.

(d) Common Living Rooms

- (i) one or more common living rooms shall be required;
- (ii) floor area of common living rooms shall be at least two square metres per person, which may include the area of the dining room but which shall not include a—
 - (A) passage way; or
 - (B) fire access way; or
 - (C) non-habitable room.

(e) Toilets and Ablution Facilities

The provision of toilet and ablution facilities shall be in accordance with the Building Code.

(f) Laundry Facilities

Laundry facilities to be provided at a rate of 1 wash tub and 1 washing machine per 15 people.

(g) Office

- (i) every premises shall have a clearly designated office;
- (ii) an emergency telephone service shall be available when the office is closed.

(h) Refuse Disposal

- (i) refuse shall be disposed of at least once in every week in an approved manner;
- (ii) refuse storage to be provided at the rate of 1 240 litre bin per 6 people.

(i) Maintenance

- (i) the premises to be treated for the control of vermin at least twice per year;
- (ii) the premises, including the grounds around any building, to be maintained in a state of good repair and in a clean and sanitary condition free from accumulated refuse and waste materials at all times.

(j) Storage

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- (i) a secure, fire proof safe shall be provided for the keeping of the occupants valuables and papers;
- (ii) a security lock up for bulky packs and luggage shall be provided which is not accessible other than by permission of the operator.

(k) Fire Safety

Fire prevention, fire detection and fire suppression and control devices to be installed to ensure compliance with the *Building Act 1975*.

(l) Accommodation Register

- (i) a register to be kept which details—
 - (A) the full name of the occupant; and
 - (B) permanent residential address of the occupant; and
 - (C) the occupant's signature; and
 - (D) dates the occupant checked in and out; and
 - (E) room and bed number allocated to the occupant.
- (ii) the operator may not allow a bed to be occupied by any person who has failed to register his/her name and address in the accommodation register.

(m) Duties of the Operator

The operator or a representative of the operator shall reside on the premises and be available for emergency contact at night.

7 Term of approval

An approval commences on the date the approval is granted and expires on the next 30th day of June, unless otherwise specified in the approval.

8 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June, unless otherwise specified in a renewal.

Schedule 18 Operation of temporary entertainment events

section 11

1 Prescribed activity

Operation of temporary entertainment events.

2 Activities that do not require approval under the authorising local law

Events that are attended by less than 100 people.

3 Documents and materials that must accompany applications for approval

(1) The additional documents and materials that must accompany an application for an approval are—

- (a) the details of the proposed event including the type and location of the event;
 - (b) the number of persons invited to or likely to attend the event;
 - (c) details of the temporary entertainment event venue;
 - (d) details about how the applicant proposes to manage the event, which must include (where relevant):
 - (i) community consultation plan;
 - (ii) an event operational plan;
 - (iii) a catering plan;
 - (iv) a security service plan;
 - (v) an emergency management plan;
 - (vi) an alcohol management plan;
 - (vii) a noise management plan;
 - (viii) a traffic management plan;
 - (ix) a waste management plan;
 - (x) a risk management strategy;
 - (xi) a public safety plan;
 - (e) details of the quality and condition of equipment to be used in the activity;
 - (f) if the business or activity is to operate from a vehicle—a full description of that vehicle and its registration number;
 - (g) details of compliance with the requirements of the State and Commonwealth legislation and government agencies.
- (2) The application for an approval must be made at least 10 business days prior to the event.

4 Additional criteria for the granting of approval

(1) For all approvals, the additional criteria are—

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- (a) the physical suitability of the area or road for the proposed event, including access roads servicing the event; and
 - (b) the appropriateness, quality and condition of equipment to be used in the activity; and
 - (c) the likely impact on the ability of the general public to use the site concurrently with the proposed activity; and
 - (d) whether the applicant's proposed waste management strategy makes provision for the satisfactory collection, storage and removal of all waste generated by the proposed activity.
- (2) For an approval relating to the operation of a circus, an additional criterion is that the applicant demonstrates compliance with the National Consultative Committee for Animal Welfare (NCCAW) *Position Statement Number 26, Recommended National Circus Standards*.

5 Conditions that must be imposed on approvals

This section has been intentionally left blank.

6 Conditions that will ordinarily be imposed on approvals

For all approvals, the conditions that will ordinarily be imposed on an approval are as follows—

- (a) the permissible noise level measured at the nearest occupied building must not exceed the following limits—
 - (i) before 7am, if the use causes audible noise; or
 - (ii) from 7am to 10pm, if the use causes noise of more than 70dB(A); or
 - (iii) from 10pm to midnight, if the use causes noise of more than the lesser of the following
 - (A) 50dB(A);
 - (B) 10dB(A) above the background level;
- (b) if the sound level at the event exceeds the levels outlined above, or, if in the opinion of an authorised person the noise emitted is unreasonable, the approval holder must direct the persons controlling the volume of the sound to reduce the volume so as not to exceed these levels. The approval holder is responsible for ensuring that the person in control of sound production complies with directions on noise reduction;
- (c) amplification equipment used for the prescribed activity shall be set up so as to minimise the noise impact on residential premises;
- (d) a letter drop must be conducted to residents within 200 metres of the boundaries of the site where the prescribed activity is being held. The letter must detail the dates and operating times of the prescribed activity;
- (e) during the event, an authorised person must be able to contact the approval holder or a person acting on behalf of the approval holder by mobile phone. The approval holder, or any person acting on behalf of the approval holder,

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- must be able to exercise control over the volume of the sound at the mixing console;
- (f) the approval holder must maintain a defined access point for emergency vehicles at all times;
 - (g) the approval holder must provide a first aid station and qualified first aid officer/s;
 - (h) food shall be sold only from the temporary food stalls or mobile food vans approved by the local government. All food must be processed, prepared and packed in accordance with the provisions of the *Food Act 2006*;
 - (i) an adequate number of toilets are to be provided to meet the needs of all attendants. All toilets are to be kept in a sanitary state at all times during the prescribed activity;
 - (j) if camp fires are permitted during the prescribed activity, they must be in a designated area and all precautions must be in place to ensure the safety of patrons and festival staff. The fires must be monitored at all times and extinguished when not supervised;
 - (k) for the duration of the term of the approval, the approval holder must maintain in full force and effect a public liability insurance policy—
 - (i) listing the local government as an interested party;
 - (ii) covering their respective rights, interests and liabilities to third parties in respect of accidental death of, or accidental bodily injury to, persons or accidental damage to property; and
 - (iii) for an amount of no less than the amount listed in the local governments Requirements for Public Liability Insurance for Approval Holders published on the local government's website;
 - (l) prior to the commencement of the prescribed activity, the approval holder must provide the local government with a certificate of currency for the standard public liability insurance policy;
 - (m) the approval holder must indemnify the local government against all actions, proceedings, claims, demands, costs, losses, damages and expenses which may be brought against or made upon the local government as a result of the prescribed activity;
 - (n) if the activity involves playing live or taped performances—the approval holder must obtain a casual licence from the Australasian Performing Rights Association;
 - (o) if the activity involves use of a footpath— the approval holder must maintain a clear unobstructed pedestrian corridor of not less than 2 metres or, in the case of high usage footpaths, the distance greater than 2 metres stipulated in the approval;
 - (p) the approval holder must comply with relevant workplace health and safety requirements.

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7 Term of approval

- (1) The term of an approval must be determined by the local government having regard to the information submitted by the applicant.
- (2) The term of the approval must be specified in the approval.

8 Term of renewal of approval

- (1) The term for which an approval is renewed or extended must be determined by the local government having regard to the information submitted by the approval holder.
- (2) If the local government grants a renewal or extension, the local government must specify by written notice, the term of the renewal or extension.

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Schedule 19 Undertaking regulated activities regarding human remains— (a) disturbance of human remains buried outside a cemetery; or (c) disturbance of human remains in a local government cemetery

section 11

1 Prescribed activity

Undertaking regulated activities regarding human remains—(a) disturbance of human remains buried outside a cemetery; or (c) disturbance of human remains in a local government cemetery.

2 Activities that do not require approval under the authorising local law

An approval under the authorising local law is not required for the exhumation or other disturbance or interference with human remains if undertaken pursuant to an order of a coroner or other lawful authority.

3 Documents and materials that must accompany applications for approval

An application for approval must be accompanied by—

- (a) details of the proposed disturbance of human remains; and
- (b) a certified copy of the death certificate or medical certificate of cause of death for the deceased; and
- (c) written consent from the nearest living relative; and
- (d) written confirmation from a recognised undertaker that he or she is prepared to carry out the exhumation; and
- (e) if the remains are on land that is outside a local government cemetery—the written agreement of the owner of, and anyone else with a registered interest in, the land on which the remains are located.

4 Additional criteria for the granting of approval

For all approvals, the additional criteria are that—

- (a) the nearest living relative consents to the disturbance of the human remains; or
- (b) the executor of a deceased estate is acting on instructions contained in the last will and testament of the deceased.

5 Conditions that must be imposed on approvals

It is a condition of an approval that the Registrar of Births, Deaths and Marriages must be advised.

6 Conditions that will ordinarily be imposed on approvals

The conditions that will ordinarily be imposed on an approval is that—

- (a) a qualified undertaker must conduct the activity;

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- (b) any re-interment must be carried out in accordance with an approval granted for the following prescribed activities—
 - (i) the operation of cemeteries; or
 - (ii) undertaking regulated activities regarding human remains—(b) burial or disposal of human remains outside a cemetery.

7 Term of approval

The term of approval commences on the date the approval is granted and is valid for 6 months, unless otherwise specified in the approval.

8 Term of renewal of approval

The term of the renewal must be determined by the local government having regard to the information submitted by the applicant.

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Schedule 20 Undertaking regulated activities regarding human remains— (b) burial or disposal of human remains outside a cemetery

section 11

1 Prescribed activity

Undertaking regulated activities regarding human remains— (b) burial or disposal of human remains outside a cemetery.

2 Activities that do not require approval under the authorising local law

This section has been intentionally left blank.

3 Documents and materials that must accompany applications for approval

An application for approval must be accompanied by—

- (a) details of the person being buried or disposed of and the burial site or other place in which the remains are to be buried or placed; and
- (b) details of when and how the remains are to be disposed of; and
- (c) the written agreement of the owner of, and anyone else with a registered interest in, the land on which the remains are to be buried or placed; and
- (d) Global Positioning System (GPS) reference points to identify the proposed burial location; and
- (e) information supporting the special historical association between the deceased person and the place at which the remains are to be buried or placed; and
- (f) details of the relevant qualifications of the undertaker organising the burial.

4 Additional criteria for the granting of approval

The additional criteria for approvals for burial or disposal of human remains outside a cemetery are that—

- (a) the approval is justified by—
 - (i) a particular significant association to the land that was—
 - (A) historical;

for example—the person had a direct and continuous association to the land, or the human remains of other family members have been disposed of, in a family cemetery.

- (B) traditional or cultural; and

for example—the person has a native title right to be buried on the land, and the native title holders consent to the burial.

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- (b) the burial or disposal of human remains at the place will not cause reasonable offence to others.

5 Conditions that must be imposed on approvals

Conditions that must be imposed are that—

- (a) the burial or disposal of the human remains must take place at a time, or within a period specified in the approval;
- (b) a memorial or marker must be erected to identify the site in which the human remains have been buried.

6 Conditions that will ordinarily be imposed on approvals

This section has been intentionally left blank.

7 Term of approval

The term of the approval must be specified in the approval and must not be more than 3 months.

8 Term of renewal of approval

The term of the renewal must be determined by the local government having regard to the information submitted by the applicant.

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Schedule 21 Undertaking regulated activities on local government controlled areas and roads— (a) driving or leading of animals to cross a road

Section 11

1 Prescribed activity

Undertaking regulated activities on local government controlled areas and roads—

- (a) driving or leading of animals to cross a road.

2 Activities that do not require approval under the authorising local law

An approval under the authorising local law is not required for—

- (a) a person who has been granted approval for installation of a gate or grid on a road adjacent to the person's land; or
- (b) leading animals; or
- (c) driving animals that are not stock.⁴

3 Documents and materials that must accompany applications for approval

The additional documents and materials that must accompany an application for an approval are—

- (a) details of how the applicant plans to carry out the activity and the regularity and duration of the activity;
- (b) details of the location where the activity will be carried out by way of plan or drawing and showing the location of any warning notices for the safety of road users; and
- (c) details of the type and number or approximate number of animals that will be involved.

4 Additional criteria for the granting of approval

The additional criteria for granting of the approval are—

- (a) the physical suitability of the road or footway for the proposed use;
- (b) the likelihood of the use causing undue nuisance, risk, inconvenience or annoyance to the occupiers of the adjoining land, vehicular traffic or pedestrians;
- (c) the likely effect on the amenity of the surrounding area;
- (d) the likely effect on the local environment and any possible pollution or other environmental damage.

5 Conditions that must be imposed on approvals

This section has been intentionally left blank.

⁴ Stock has the meaning given in the *Stock Route Management Act 2002*, Schedule 3.

6 Conditions that will ordinarily be imposed on approvals

The conditions ordinarily imposed on an approval are that the approval holder must—

- (a) conduct the activity on the days and times specified in the approval;
- (b) limit the number of stock participating in the activity to the number specified in the approval;
- (c) comply with specified safety requirements;
- (d) exhibit specified warning notices and to take other specified precautions for the safety of users of the road or area;
- (e) provide an indemnity to the State and the local government;
- (f) maintain public liability insurance for an amount of no less than the amount listed in the local government's Requirements for Public Liability Insurance for Approval Holders published on the local government's website which indemnifies the local government in respect to any liability arising from the activity.

7 Term of approval

An approval commences on the date the approval is granted and expires on the next 30th day of June, unless otherwise specified in an approval.

8 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June, unless otherwise specified in a renewal.

**Schedule 22 Undertaking regulated activities on local
government controlled areas and roads— (b)
depositing of goods or materials**

Section 11

1 Prescribed activity

Undertaking regulated activities on local government controlled areas and roads—
(b) depositing of goods or materials.

2 Activities that do not require approval under the authorising local law

This section has been intentionally left blank.

3 Documents and materials that must accompany applications for approval

The additional documents and materials that must accompany an
application for an approval are—

- (a) details of the location of where the activity will be carried out by way of
plan or drawing and showing the location of any warning notices for the
safety of road users;
- (b) details of the quantity or volume and type of goods or materials that will be
deposited; and
- (c) details of the duration of the depositing of the goods or materials.

4 Additional criteria for the granting of approval

The additional criteria for granting of the approval are—

- (a) the physical suitability of the road or footway for the proposed use;
- (b) whether the activity will have an adverse effect on an existing service in, on
or over a road.

5 Conditions that must be imposed on approvals

This section has been intentionally left blank.

6 Conditions that will ordinarily be imposed on approvals

The conditions ordinarily imposed on an approval are that the approval
holder must—

- (a) ensure unobstructed movement of vehicles and pedestrians;
- (b) maintain public liability insurance for an amount of no less than the amount
listed in the local government's Requirements for Public Liability Insurance
for Approval Holders published on the local government's website which
indemnifies the local government in respect to any liability arising from the
activity;
- (c) observe standards specified by the local government in the carrying out of
the works or activity;

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- (d) ensure safety of pedestrians and vehicles including but not limited to the safe temporary diversion of traffic, erection of warning lights and barricades;
- (e) lodge a security deposit with the local government in the amount specified in the approval;
- (f) reinstate the road following completion of the works or ceasing of the activity.

7 Term of approval

An approval commences on the date the approval is granted and expires on the next 30th day of June, unless otherwise specified in an approval.

8 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June unless otherwise specified in a renewal.

Schedule 23 Undertaking regulated activities on local government controlled areas and roads— (c) undertaking of a public place activity prescribed by subordinate local law

section 11

1 Prescribed activity

Undertaking regulated activities on local government controlled areas and roads—
(c) undertaking of a public place activity prescribed by subordinate local law.⁵

2 Activities that do not require approval under the authorising local law

A cake stall, sausage sizzle, car wash or similar fundraising activity held on no more than 1 day.

3 Documents and materials that must accompany applications for approval

An application for an approval must be accompanied by—

- (a) a plan of the venue; and
- (b) a detailed statement of the nature of the activity; and
- (c) the dates and times the activity will be undertaken; and
- (d) if the applicant is not the owner of the land—the written consent of the owner; and
- (e) if approval of anything to be done under the approval is required under another law—a certified copy or other appropriate evidence of the approval.

4 Additional criteria for the granting of approval

For all approvals, the additional criteria are that—

- (a) the venue is safe and appropriate for the nature of the activity and for the number of people expected to attend; and
- (b) the activity will not generate significant noise, dust or light pollution or other significantly adverse effects on the surrounding neighbourhood; and
- (c) there will be enough toilets and sanitary conveniences, complying with standards and requirements imposed by the local government, for the activity; and
- (d) adequate provision will exist for the disposal of refuse generated by the activity; and
- (e) adequate provision will exist for people and (if relevant) vehicles to enter and leave the venue.

5 Conditions that must be imposed on approvals

This section has been intentionally left blank.

⁵ See schedule 4 of this subordinate local law for the list of activities prescribed as public place activities that require approval.

6 Conditions that will ordinarily be imposed on approvals

The conditions ordinarily imposed on an approval are that the approval holder must—

- (a) ensure safety of pedestrians and vehicles including but not limited to the safe temporary diversion of traffic, erection of warning lights and barricades;
- (b) maintain public liability insurance for an amount of no less than the amount listed in the local government's Requirements for Public Liability Insurance for Approval Holders published on the local government's website which indemnifies the local government in respect to any liability arising from the activity;
- (c) lodge security bond with council in the amount specified in the approval;
- (d) reinstate the area following the ceasing of the activity.

7 Term of approval

- (1) The term of an approval must be determined by the local government having regard to the information submitted by the applicant.
- (2) The term of the approval must be specified in the approval.

8 Term of renewal of approval

- (1) The term for which a renewal must be determined by the local government having regard to the information submitted by the approval holder.
- (2) If the local government grants a renewal the local government must specify by written notice, the term of the renewal or extension.

Schedule 24 Undertaking regulated activities on local government controlled areas and roads— (c) film and television activities.

Section 11

1 Prescribed activity

Undertaking regulated activities on local government controlled areas and roads— (c) film and television production activities for which a development application is not required under the local government's planning scheme

Example—

commercial filming/photography

2 Activities that do not require approval under the authorising local law

Filming or photography undertaken only for personal use.

3 Documents and materials that must accompany applications for approval

The following documents and materials must accompany applications for approval—

- (a) details of the location where the activity will be carried out, by way of plans or otherwise; and
- (b) if an applicant for an approval is not the owner of the premises on which the activity is to be operated, the application must be accompanied by the written consent of the owner; and
- (c) details of contact person; and
- (d) details of times; and
- (e) a certificate of currency of the applicant's public liability insurance for the activity.

4 Documents and materials that must accompany applications for approval

The additional criteria are as follows—

- (a) Whether the premises or location is suitable taking into account the—
 - (i) type of activity proposed; and
 - (ii) number of people involved in the activity; and
 - (iii) means of entry and exit for attendees and or vehicles if applicable.

5 Conditions that must be imposed on approvals

This section has been intentionally left blank

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6 Conditions that will ordinarily be imposed on approvals

The conditions ordinarily imposed on an approval are that the approval holder must—

- (a) ensure safety of pedestrians and vehicles including but not limited to the safe temporary diversion of traffic, erection of warning lights and barricades;
- (b) maintain public liability insurance for an amount of no less than the amount listed in the local government's Requirements for Public Liability Insurance for Approval Holders published on the local government's website which indemnifies the local government in respect to any liability arising from the activity;
- (c) lodge security bond with council in the amount specified in the approval;
- (d) reinstate the area following the ceasing of the activity;
- (e) advise residents living adjacent to the location of the time, nature and scale of the activity at least 7 days before the activity commences;
- (f) obtain additional approval under the local laws to use vehicles, aircraft, vessels and non-filming equipment on local government areas;
- (g) vegetation must not be disturbed or damaged;
- (h) inform the local government of any alterations to the activity schedule;
- (i) ensure a sufficient number of sanitary conveniences are available during the activity;
- (j) fees are to be paid in accordance with the local government's current fees and charges schedule.

9 Term of approval

An approval commences on the date the approval is granted and expires on the next 30th day of June, unless otherwise specified in an approval.

10 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June, unless otherwise specified in a renewal.

Schedule 25 Bringing or driving motor vehicles onto a park or reserve

Section 11

1 Prescribed activity

Bringing a motor vehicle onto or driving a motor vehicle on a place that is—

- (a) within a local government controlled area; and
- (b) not within a motor vehicle access area.

Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2018, section 6(2).

2 Activities that do not require approval under the authorising local law

- (a) access to a local government controlled area by an authorised contractor for the purposes of repairing or maintaining a local government facility; or
- (b) persons holding an approval under another local law permitting the bringing or driving of motor vehicles onto local government controlled areas.

3 Documents and materials that must accompany applications for approval

An application must be accompanied by—

- (a) full details of the need and reasons for bringing the motor vehicle onto the local government controlled area; and
- (b) the date and time and duration of bringing the motor vehicle onto the area; and
- (c) the parts of the area where the motor vehicle will be driven; and
- (d) the type of motor vehicle to be driven; and
- (e) any other documentation and materials requested on the approved application form.

4 Additional criteria for the granting of approval

The additional criteria are that—

- (a) the vehicle access is required for—
 - (i) construction, repair and maintenance work within the local government controlled area; or

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- (ii) access to a temporary entertainment venue for which the applicant has received approval under another local law; or
 - (iii) holding a celebration, ceremony or competition for which the applicant has received approval under another local law.
- (b) access by the vehicle will not—
 - (i) unduly interfere with the usual use and enjoyment of the area;
 - (ii) impact on the natural resources and native wildlife of the area;
 - (iii) cause damage to the area;
 - (iv) generate significant noise or dust or other significantly adverse effects on the surrounding neighbourhood or other users of the area.

5 Conditions that must be imposed on approvals

The conditions that must be imposed on an approval are that the approval—

- (a) will be valid only for the specific vehicle or type of vehicle specified in the approval; and
- (b) is not transferable; and
- (c) is displayed on the dashboard of the vehicle while it is within the local government controlled area; and
- (d) holder must ensure the safety of other users of the area arising from the carrying out of the activity; and
- (e) holder must pay to the local government the cost of rectifying any damage caused by using the vehicle in the area.

6 Conditions that will ordinarily be imposed on approvals

The following condition will ordinarily be imposed on approvals—

- (a) The approval holder must give at least 24 hours notice to neighbouring land holders that the area will be accessed under the approval.

7 Term of approval

An approval commences on the date the approval is granted and expires on the next 30th day of June, unless otherwise specified in the approval.

8 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June, unless otherwise specified in a renewal.

**Schedule 26 Bringing or driving prohibited vehicles onto motor
vehicle access areas**

Section 11

This schedule has been intentionally left blank

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**Schedule 27 Use of bathing reserves for training, competitions
etc**

Section 11

This schedule has been intentionally left blank

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Schedule 28 Parking contrary to an indication on an official traffic sign regulating parking by time or payment of a fee

section 11

1 Prescribed activity

Parking contrary to an indication on an official traffic sign regulating parking by time or payment of a fee (*Local Law No.5 (Parking) 2018*, section 7(1)).

2 Activities that do not require approval under the authorising local law

This section has been intentionally left blank

3 Documents and materials that must accompany applications for approval

An application for a parking permit must be accompanied by the following information—

- (a) for a works zone permit—
 - (i) the name, address, telephone number and e-mail address of the applicant; and
 - (ii) the trading name, address, telephone number and email address of the business under which the permit will be issued; and
 - (iii) the registration number, make, model and colour of any vehicle nominated in the application; and
 - (iv) the address at which the vehicle/s will be parked; and
 - (v) details of the works being carried out on the premises including—
 - (A) copy of the development application and/or building works approval; and
 - (B) in the case of continuing traffic, the nature and type of the traffic and the general class of vehicle likely to be parked in the works zone; and
 - (C) the hours of operation; and
- (b) for a business parking permit—
 - (i) the name, address, telephone number and e-mail address of the applicant; and
 - (ii) the trading name, address, telephone number and e-mail address of the business under which the permit will be issued; and

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- (iii) the registration number, make, model and colour of the vehicle nominated in the application; and
- (iv) the location for and type of permit required.

4 Additional criteria for the granting of approval

This section has been intentionally left blank.

5 Conditions that must be imposed on approvals

The conditions that must be imposed on an approval, which will be granted in the form of a permit, are that—

- (a) the approval holder must affix the permit to the vehicle identified in the permit facing outwards and as near as practicable to the registration label for the vehicle; and
- (b) a replacement permit will only be issued after completion by the approval holder of a statutory declaration detailing the facts and circumstances of the loss, destruction or damage of the original permit.

6 Conditions that will ordinarily be imposed on approvals

This section has been intentionally left blank.

7 Term of approval

An approval commences on the date the approval is granted and expires on the next 30th day of June, unless otherwise specified in an approval.

8 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June, unless otherwise specified in a renewal.

Schedule 29 Parking in a loading zone by displaying a commercial vehicle identification label

Section 11

1 Prescribed activity

Parking in a loading zone by displaying a commercial vehicle identification label
Local Law No.5 (Parking) 2018, section 8(1).

2 Activities that do not require approval under the authorising local law

This section is not applicable for this prescribed activity.

3 Documents and materials that must accompany applications for approval

An application for a parking permit must be accompanied by the following documents—

- (a) the name, home address, telephone number and e-mail address of the applicant; and
- (b) the business name, address, telephone number and e-mail address of the applicant's business; and
- (c) the registration number, make, model and colour of the vehicle nominated in the application; and
- (d) a copy of the current registration notice for the vehicle; and
- (e) the number of persons the vehicle is built to carry; and
- (f) details of the usage of the vehicle, including the—
 - (i) nature of goods carried in the vehicle; and
 - (ii) quantity of goods carried; and
 - (iii) hours that goods are carried; and
 - (iv) frequency with which goods will be loaded/unloaded.

4 Additional criteria for the granting of approval

This section has been intentionally left blank

5 Conditions that must be imposed on approvals

This section has been intentionally left blank

6 Conditions that will ordinarily be imposed on approvals

The conditions that will ordinarily be imposed on an approval for a commercial vehicle identification label are that—

- (a) the approval applies to the vehicle registration and applicant nominated on the application form;
- (b) the label must be affixed to the lower left-hand corner of the windscreen or other highly visible location on the left-hand side of the vehicle;

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- (c) the label is not transferable to the new owner of the vehicle if the vehicle is sold;
- (d) in the event of a change of vehicle the approval holder is required to destroy the label;
- (e) in the event of a change of vehicle the approval holder is to complete a new application form with new vehicle details;
- (f) damaged or defaced labels must be returned to the local government;
- (g) a label must not be wilfully misused.

7 Term of approval

The term of an approval commences on the date the approval is granted and expires on the next 30th day of June, unless otherwise specified in the approval.

8 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June, unless otherwise specified in a renewal.

Schedule 30 Carrying out works on a road or interfering with a road or its operation

Section 11

1 Prescribed activity

Carrying out works on a road or interfering with a road or its operation

Local Government Act 2009, section 75(2)

2 Activities that do not require approval under the authorising local law

This section has been intentionally left blank

3 Documents and materials that must accompany applications for approval

- (1) The application must be accompanied by—
 - (a) full details of the proposed works on the road or interference with its operation; and
 - (b) if the applicant proposes to erect or install a structure on, over or under the road – plans and specifications of the structure; and
 - (c) details of building or other work to be carried out under the approval.
- (2) For approvals for installation of a gate or grid, an application must also be accompanied by—
 - (a) the name, address and telephone number of the person who will be installing the gate or grid; and
 - (b) details of the gate or grid to be installed including—
 - (i) its design, dimensions and construction, including details of the grid structure, the foundations, the abutment, the approach ramps and the horizontal and vertical alignment; and
 - (ii) when, where and how the gate or grid is to be installed; and
 - (iii) a site plan to scale and specifications of the gate or grid to be installed; and
 - (c) details of all insurances held by the person who will be installing the gate or grid.

4 Additional criteria for the granting of approval

- (1) The additional criteria for approvals for the installation of a vehicular access to premises are the following—
 - (a) the owner of the premises accepts the responsibility for the cost of installing and maintaining the vehicular access; and
 - (b) unless special reasons exist, there is only one vehicular access per allotment or one every 20 metres of road frontage.

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- (2) The additional criteria for approvals for the installation of a gate or grid on a road are the following—
- (a) the gate or grid will not unduly obstruct pedestrian or vehicular traffic; and
 - (b) the gate or grid will not prejudice the safety of pedestrian or vehicular traffic; and
 - (c) the gate or grid will not prejudice the proper maintenance of the road; and
 - (d) the matters which are the subject of the conditions specified in section 6(2) of this schedule which are relevant to the installation of the gate or grid can be adequately addressed by the imposition of those conditions.

5 Conditions that must be imposed on approvals

This section has been intentionally left blank

6 Conditions that will ordinarily be imposed on approvals

- (1) For approvals for installing a vehicular access to premises, the conditions that will ordinarily be imposed on an approval are that the approval holder must ensure that—
- (a) if an allotment is located on a corner—the vehicular access to the premises is not constructed along the arc of the kerb return into the side street; and
- Example for paragraph (a) —*
A vehicular access to the premises cannot lie between the tangent points of the turnout arc.
- (b) the vehicular access to the premises is—
 - (i) 600 millimetres clear of stormwater drainage and catchpits; and
 - (ii) 800 millimetres clear of power poles or light poles;
 - (c) the vehicular access is not built over hydrants or other services;
 - (d) where a vehicular access is built over a service cover, the cover is altered and reconstructed to the level of the new driveway;
 - (e) the vehicular access is constructed in accordance with the engineering guidelines adopted by the local government.
- (2) For approvals for installing or operating gates or grids on a road, the conditions that will ordinarily be imposed are that the approval holder must ensure that—
- (a) the gate or grid, the approaches to the gate or grid and the warning signs are erected and installed in accordance with the following requirements—
 - (i) a grid or gate must be erected—
 - (A) at locations approved by the local government; and
 - (B) as directed by the local government;
 - (ii) a grid is constructed at a skew of 5% to the centreline of the road;

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- (iii) the centre of the grid or gate coincides with the centreline of the road;
- (iv) a gate is constructed at right angles to the road centreline;
- (v) the grade of the motor grid conforms to the grade of the road unless otherwise ordered by the local government;
- (vi) the levels of the grid surface (including crossfalls) are in accordance with the directions of the local government;
- (vii) when the grid is on a curve, the crossfall conforms to the cant of the curve;
- (viii) the surface of the grid is 0.5 metres (with a tolerance of 0.1 metre) above the natural surface of the surrounding country;
- (ix) approach ramps are constructed for the full width of the running surface of the grid;
- (x) the longitudinal grade of the approach ramps are such that the surface levels of the ramps deviate from the existing average grade of the road by not more than 1%;
- (xi) the fill used in the approach ramps is thoroughly compacted and finished to the satisfaction of the local government;
- (xii) a grid is constructed of steel or concrete and is—
 - (A) of dimensions not less than 4 metres by 2.4 metres; or
 - (B) of such greater dimensions as may be required by the local government; and
- (xiii) the grid structure, the foundations, the abutment, the approach ramps and the horizontal and vertical alignment—
 - (A) are sufficient to guarantee the safe transit of vehicles;
 - (B) will not interfere with the natural drainage of the area; and
- (xiv) the construction of the grid will allow for the movement of stock by a suitable gate erected—
 - (A) beside the grid; and
 - (B) within the road reserve;
- (xv) sufficient guide posts and rails are provided, as shown on the drawings, to satisfy road traffic safety requirements at the specific location;
- (xvi) reflectorised grid warning signs which satisfy the requirements of the Manual of Uniform Traffic Control Devices (Queensland) are provided at the approaches to the grid in accordance with best traffic safety practice;

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- (b) the gate or grid, the approaches thereto and the warning signs are maintained to the standard specified in the local government's standard specification;
- (c) maintain public liability insurance for an amount of no less than the amount listed in the local government's Requirements for Public Liability Insurance for Approval Holders published on the local government's website which indemnifies the local government in respect to any liability arising from the activity;
- (d) a management program is maintained, which details how and when the gate or grid will be monitored and maintained.

7 Term of approval

The term of an approval commences on the date the approval is granted and expires on the next 30th day of June, unless otherwise specified in the approval.

8 Term of renewal of approval

An approval that is renewed expires on the next 30th day of June, unless otherwise specified in a renewal.

Endnotes

1 Key

Key to abbreviations in list of amending local laws and annotations

Key	Explanation	Key	Explanation
amd	= amended	prec	= preceding
amdt	= amendment	prev	= previous
ch	= chapter	prov	= provision
def	= definition	pt	= part
div	= division	renum	= renumbered
hdg	= heading	rep	= repealed
ins	= inserted	s	= section
num	= numbered	sch	= schedule
om	= omitted	sdiv	= subdivision
p	= page	sub	= substituted
para	= paragraph	unnum	= Unnumbered

2 Table of consolidated versions

Consolidated Version No.	Amendments included	Effective	Notes
1	<i>Amending Subordinate Local Law No. 2 (Miscellaneous Subordinate Local Laws) 2019</i>	23 October 2019	

3 List of amending local laws

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

Commenced on 23 October 2019

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4 List of annotations**Schedule 10— Installation of advertising devices**

s 2(3)(k) amd 2019 No. 2 s 6

s 2(3)(p) amd 2019 No. 2 s 6

Schedule 11 – Keeping of animals

s 4(4) amd 2019 No. 2 s 7

s 6(a) amd 2019 No. 2 s 7

Schedule 24— Undertaking regulated activities on local government controlled areas and roads — (c) film and television activities

s 6(g) amd 2019 No. 2 s 8

Schedule 30— Carrying out works on a road or interfering with a road or its operation

s 6(2)(a)(ii) amd 2019 No. 2 s 9

s 6(2)(a)(xii)(A) amd 2019 No. 2 s 9

s 6(c) om 2019 No. 2 s 9

s 6(d) and (e) renum 2019 No. 2 s 9

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Mareeba Shire Council

Subordinate Local Law No. 2 (Animal Management) 2018

CONSOLIDATED VERSION
as in force on 23 October 2019

Mareeba Shire Council Subordinate Local Law No. 2 (Animal Management) 2018

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CONSOLIDATED VERSION — AS AT 23 OCTOBER 2019

Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Subordinate Local Law No. 2 (Animal Management) 2018*.

2 Purpose and how it is to be achieved

- (1) The purpose of this subordinate local law is to supplement *Local Law No. 2 (Animal Management) 2018*, which provides for regulation of the keeping and control of animals within the local government's area.
- (2) The purpose is to be achieved by providing for—
 - (a) the circumstances in which the keeping of animals is prohibited or requires approval; and
 - (b) requirements for keeping animals, including minimum standards, mandatory desexing, proper enclosures, koala conservation and identification; and
 - (c) the control of animals in public places; and
 - (d) matters regarding the impounding of animals and the sale or disposal of impounded animals; and
 - (e) the conditions to be complied with by persons who offer animals, or a particular species of animals, for sale; and
 - (f) the declaration of a species of animal as a declared dangerous animal and the criteria for declaration of a specific animal as a declared dangerous animal.

3 Authorising local law

The making of the provisions in this subordinate local law is authorised by *Local Law No. 2 (Animal Management) 2018* (the **authorising local law**).

4 Definitions

Particular words used in this subordinate local law have the same meaning as provided for in the authorising local law, unless otherwise defined in the dictionary in Schedule 11 of this subordinate local law.

Part 2 Keeping of animals

5 Circumstances in which keeping animals prohibited—Authorising local law, s 5(1)

For section 5(1) of the authorising local law, keeping an animal or animals mentioned in column 1 of schedule 1 is prohibited in the circumstances described in column 2 of schedule 1.

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6 Circumstances in which keeping animals requires approval—Authorising local law, s 6(1)

For section 6(1) of the authorising local law, keeping an animal or animals mentioned in column 1 of schedule 2 requires approval in the circumstances described in column 2 of schedule 2.

7 Animals that must be desexed—Authorising local law, s 7

For section 7 of the authorising local law, an animal of the species or breed mentioned in column 1 of schedule 3 must be desexed once it reaches the age specified in column 2 of schedule 3 except in the circumstances described in column 3 of schedule 3.

8 Minimum standards for keeping animals—Authorising local law, s 8(1)

- (1) For section 8(1) of the authorising local law, the minimum standards for the keeping of animals are set out in schedule 4.
- (2) For section 8(1) of the authorising local law, column 2 of schedule 5 sets out the minimum standards for keeping an animal of the species or breed mentioned in column 1 of schedule 5.

9 Identification for cats and dogs in certain circumstances—Authorising local law, s 9

For section 9 of the authorising local law, the identification required for a dog that is at a place other than the address stated in the registration notice for the dog is a tag attached to a collar of a dog.

Part 3 Control of animals**10 Public places where animals are prohibited—Authorising local law, s 10(1)**

For section 10(1) of the authorising local law, the species or breeds of animals mentioned in column 2 of schedule 6 are prohibited in the public places described in column 1 of schedule 6.

11 Dog off-leash areas—Authorising local law, s 11(1)

For section 11(1) of the authorising local law, the areas described in schedule 7 are designated as dog off-leash areas.

12 Animal faeces in public places—Authorising local law, s13

For section 13 of the authorising local law, the following animals are prescribed as animals whose faeces must be removed from a public place and disposed of in a sanitary way—

Intentionally left blank.

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13 Requirements for proper enclosures for keeping animals—Authorising local law, s 14(2)

For section 14(2) of the authorising local law, column 2 of schedule 8 sets out the requirements for proper enclosures for an animal of the species or breed mentioned in column 1 of schedule 8.

14 Criteria for declared dangerous animals—Authorising local law, s 19(1)

For section 19(1) of the authorising local law, the criteria for declaring an animal as a declared dangerous animal are set out in schedule 9.

Part 4 Seizure, impounding or destruction of animals**15 Place of care for impounded animals—Authorising local law, s 24**

For section 24 of the authorising local law, the place of care for animals impounded by the local government will be operated by the local government or be a contractor of the local government, or be nominated by a resolution of the local government.

16 Animals that may be disposed of without auction or tender—Authorising local law, s 32(1)(b)

For section 32(1)(b) of the authorising local law, the following animals may be sold by private agreement, destroyed or disposed of in some other way without being destroyed—

- (a) dogs;
- (b) cats;
- (c) birds and noisy birds;
- (d) pigs, sheep, goats and other small animals.

17 Register of impounded animals—Authorising local law, s 33(3)

For section 33(3) of the authorising local law, the register of impounded animals will be kept at the local government's public office.

Part 5 Miscellaneous

18 Conditions regarding sale of animals—Authorising local law, s 42(1)

For the purposes of section 42(1) of the authorising local law, persons who offer for sale an animal of a species or breed mentioned in column 1 of schedule 10 must comply with the conditions set out in column 2 of schedule 10.

19 Animals excluded from application of the local law—Authorising local law, schedule

For the purposes of the definition of *animal* in the schedule to the authorising local law, the following species of animal are excluded from the application of the local law—

- (a) fish;
- (b) insects; and
- (c) amphibians.

20 Species that are declared dangerous animals—Authorising local law, schedule

For the purposes of the definition of *declared dangerous animal* in the schedule to the authorising local law, no species of animal is a declared dangerous animal.

21 Prescribed period for reclaiming animals—Authorising local law, schedule

For the purposes of the definition of *prescribed period* in the schedule to the authorising local law, the prescribed period is—

- (a) if the animal is registered with the local government—5 days; or
- (b) if the animal is not registered with the local government—3 days.

Schedule 1 Prohibition on keeping animals

section 5

	Column 1 Animal	Column 2 Circumstances in which keeping of animal or animals is prohibited
1	Dog	(a) Keeping more than 1 dog is prohibited on a property that is less than 450m ² or within a residential complex, in an urban area.
2	Cat	(a) Keeping more than 2 cats is prohibited on a property that is less than 450m ² or within a residential complex, in an urban area.
3	Poultry	(a) Keeping poultry is prohibited on a property that is less than 450m ² or within a residential complex, in an urban area. (b) Keeping more than 10 poultry is prohibited on a property greater than 450m ² but less than 20,000m ² in an urban area. (c) Keeping more than 50 poultry is prohibited on a property greater than 20,000m ² in an urban area.
4	Rooster	(a) Keeping a rooster is prohibited on a property that is less than 20,000m ² or within a residential complex, in an urban area. (b) Keeping more than 1 rooster is prohibited on a property that is greater than 20,000m ² in an urban area.
5	Noisy bird	(a) Keeping a noisy bird is prohibited on a property that is less than 450m ² or within a residential complex, in an urban area. (b) Keeping more than 2 noisy birds is prohibited on a property in an urban area.
6	Caged bird	(a) Keeping more than 10 caged birds is prohibited on a property that is less than 450m ² or within a residential complex, in an urban area. (b) Keeping more than 60 caged birds is prohibited on a property in an urban area.
7	Stock (excluding horses)	(a) Keeping stock (excluding horses) is prohibited on a property that is less than 10,000m ² or within a residential complex, in an urban area.

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8	Pigs	(a) Keeping a pig is prohibited on a property that is less than 20,000m ² in an urban area
9	Horses	(a) Keeping horses is prohibited on a property that is less than 450m ² or within a residential complex, in an urban area.

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Schedule 2 Requirement for approval to keep animals

section 6

	Column 1 Animal	Column 2 Circumstances in which keeping of animal or animals requires approval ¹
1	Dog	(a) An approval is required to keep more than 2 dogs over the age of 12 weeks on a property greater than 450m ² in an urban area.
2	Cat	(a) An approval is required to keep more than 2 cats over the age of 12 weeks on a property that is greater than 450m ² in an urban area.
3	Stock	(a) An approval is required to keep more than 2 head of stock on a property greater than 10,000m ² in an urban area.
4	Pigs	(a) An approval is required to keep a pig on a property greater than 20,000m ² in an urban area.
5	Horses	(a) An approval is required to keep a horse on a property that is greater than 450m ² but less than 10,000m ² in an urban area. (b) An approval is required to keep more than 2 horses on a property greater than 10,000m ² in an urban area.

¹ See *Local Law No.1 (Administration) 2018* and *Subordinate Local Law No.1 (Administration) 2018* in relation to the requirements and processes for approvals (e.g. form of application for approval, documents and materials that must accompany applications, criteria for granting approval, conditions that must be imposed on approvals, conditions that will ordinarily be imposed on approvals, term of approval, third party certification of applications).

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Schedule 3 Requirement to desex animal

Section 7

	Column 1 Species or breed of animal	Column 2 Age at which animal must be desexed	Column 3 Exemptions to the requirement for desexing
1	<i>This table has been intentionally left blank.</i>		

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Schedule 4 Minimum standards for keeping animals generally

section 7(1)

1. The person keeping the animal must ensure that—
 - (a) the animal does not—
 - (i) cause a nuisance; or
 - (ii) expose the health and safety of other persons and animals to significant risk; or
 - (iii) create a reasonable apprehension in the minds of other persons of a significant risk to health and safety of persons, other animals or that animal; and
 - (b) waste waters from enclosures are drained in a nuisance free manner and that run-off is kept off adjoining land; and
 - (c) excreta, food scraps, and other material that is, or is likely to become, offensive is collected at least once in each day and, if not immediately disposed of, is kept in a fly proof container; and
 - (d) any enclosure in which an animal is kept is kept in a clean and sanitary condition, free from dust and odour and properly maintained in an aesthetically acceptable condition; and
 - (e) the area available to the animal kept on the premises is appropriately sized so that the animal can be effectively and comfortably kept; and
 - (f) any animal food is stored in an impervious fly proof and vermin proof receptacle or in an impervious fly proof and vermin proof storeroom facility; and
 - (g) all animals kept on the premises are provided with and have access to adequate shelter, drinking water and appropriate food; and
 - (h) any enclosure used for the purpose of keeping an animal is thoroughly cleaned each week and effectively treated with an insecticide at least twice a year; and
 - (i) upon discovering the existence of a dead animal, immediately dispose of the remains of the dead animal so as not to cause a nuisance. The remains must not be disposed of on or in a public place.
2. For subsection 1(a)(i), a nuisance occurs if an authorised officer considers there is sufficient evidence that people in nearby properties are being affected by the activity of the offending animal.

Examples—

Animal noise is a nuisance if it disrupts a person—

- (a) holding a conversation; or
- (b) watching television; or
- (c) listening to a radio or recorded material; or
- (d) sleeping.

An odour is a nuisance if caused by—

- (a) an animal enclosure not being cleaned regularly; or
- (b) the waste from an animal enclosure not being disposed in an acceptable manner.

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Schedule 5 Minimum standards for keeping particular animals

section 7(2)

	Column 1 Species or breed of animal	Column 2 Minimum standards for keeping animals
1		<i>This table has been intentionally left blank.</i>

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Schedule 6 Prohibition of animals in public places

section 9

	Column 1 Public place	Column 2 Species or breed of animals prohibited
1		<i>This table has been intentionally left blank.</i>

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Schedule 7 Dog off-leash areas

section 10

This schedule has been intentionally left blank.

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Schedule 8 Requirements for proper enclosures for animals

section 12

	Column 1 Species or breed of animal	Column 2 Requirements for proper enclosures
1	All Animals	<p>(a) The size of area to be suitably fenced is to be appropriate to the species and breed of the animal to be enclosed, so as to effectively enclose the animal within the property at all times.</p> <p>(b) <i>Suitably fenced</i> means a fence which is constructed of strong and firm materials and designed in such a way as to prevent the animal from attacking a person or escaping over, under or through the fence.</p> <p>(c) In any case, a part of a building or structure that does not have openings through which an animal can escape may form part of the enclosure in lieu of fencing.</p> <p>(d) The enclosed area must contain adequate shelter.</p> <p>(e) Where gates form part of the enclosure, they must be kept closed and latched except when in actual immediate use.</p>

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Schedule 9 Criteria for declared dangerous animals

section 13

1. A dangerous animal declaration may be made for an animal only if the animal—
 - (a) has attacked, or acted in a way that caused fear to, a person or another animal; or
 - (b) may, in the opinion of an authorised person, having regard to the way the animal behaved towards a person or another animal, attack, or act in a way that causes fear to another person.
2. To avoid any doubt, an animal may be declared a dangerous animal if the animal attacked and caused no bodily harm to the person or animal attacked.

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Schedule 10 Conditions for sale of animals

section 17

	Column 1 Species or breed of animal	Column 2 Conditions that must be complied with when offering animal for sale
1	All animals	<p>(a) The animal must be in good health and free from disease; and</p> <p>(b) The animal must have been vaccinated and have received worm treatment; and</p> <p>(c) The area where the animal is held for sale must be clean and sanitary and free of vermin harbourage.</p>

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Schedule 11 Dictionary

birds means all birds other than noisy birds, poultry and roosters.

lot has the meaning given in the *Planning Act 2016*, schedule 2.

noisy birds means a cacophonous bird of the galah, cockatoo, magpie, peacock or currawong variety but does not include a rooster.

planning scheme means the planning scheme of the local government.

property means—

- (a) a lot; or
- (b) if a person owns and occupies 2 or more adjoining lots – the parcel of land comprising all of the lots owned by the person.

residential complex means a complex comprising more than 2 joined residential units.

stock means an animal that is a member of any of the following groups of animals—

- (a) buffalo;
- (b) cattle;
- (c) deer;
- (d) goats;
- (e) sheep;
- (f) the family Camillidae;

Examples of members of the Camillidae family – alpacas, Arabian camels, llamas

- (g) the family Equidae.

Examples of members of the family Equidae – horses, ponies, donkeys, mules, zebras.

urban area means—

- (a) an area identified as an area intended for an urban purpose, or for an urban purpose in the future, on a map in a planning scheme that—
 - (i) identifies the area using cadastral boundaries; and
 - (ii) is used exclusively or mainly to assess development applications;

Example of a map for paragraph (a)— a zoning map

- (b) any area within the local government area which is designated as one of the following zones in the planning scheme—
 - (i) Low Density Residential Zone;
 - (ii) Medium Density Residential Zone;
 - (iii) Rural Residential Zone;
 - (iv) Emerging Community Zone.

Endnotes

1. Key

Key to abbreviations in list of amending local laws and annotations

Key	Explanation	Key	Explanation
amd	= amended	prec	= preceding
amdt	= amendment	prev	= previous
ch	= chapter	prov	= provision
def	= definition	pt	= part
div	= division	renum	= renumbered
hdg	= heading	rep	= repealed
ins	= inserted	s	= section
num	= numbered	sch	= schedule
om	= omitted	sdiv	= subdivision
p	= page	sub	= substituted
para	= paragraph	unnum	= Unnumbered

2. Table of consolidated versions

Consolidated Version No.	Amendments included	Effective	Notes
1	<i>Amending Subordinate Local Law No. 1 (Animal Management) 2019</i>	1 February 2019	
2	<i>Amending Subordinate Local Law No. 2 (Miscellaneous Subordinate Local Laws) 2019</i>	23 October 2019	

3. List of amending local laws

Amending Subordinate Local Law No. 1 (Animal Management) 2019

Commenced on 1 February 2019

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

Commenced on 23 October 2019

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4. List of Annotations**Definitions**

s4 amd 2019 No. 2 s 11

Schedule 1 — Prohibition on keeping animals

s1(a) amd 2019 No. 1 s 5

s2(a) amd 2019 No. 1 s 5

s3(a) amd 2019 No. 1 s 5
 renum 2019 No. 2 s 12

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Mareeba Shire Council

Subordinate Local Law No. 3 (Community and Environmental Management) 2018

CONSOLIDATED VERSION
as in force on 23 October 2019

Mareeba Shire Council Subordinate Local Law No. 3 (Community and Environmental Management) 2018

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Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Subordinate Local Law No.3 (Community and Environmental Management) 2018*.

2 Purpose and how it is to be achieved

- (1) The purpose of this subordinate local law is to supplement *Local Law No.3 (Community and Environmental Management) 2018*, which provides for protecting the environment and public health, safety and amenity within the local government's area.
- (2) The purpose is to be achieved by providing for—
 - (a) declaration of local pests; and
 - (b) prohibition of lighting or maintaining certain fires; and
 - (c) declaration of fire hazards; and
 - (d) declaration of community safety hazards; and
 - (e) prescribed requirements for responsible persons for land containing community safety hazards; and
 - (f) declaration of noise standards.

3 Authorising local law

The making of the provisions in this subordinate local law is authorised by *Local Law No.3 (Community and Environmental Management) 2018* (the **authorising local law**).

4 Definitions

Unless otherwise specified in this local law, particular words used in this subordinate local law have the same meaning as provided for in the authorising local law.

Part 2 Declared local pests

5 Declaration of local pests—Authorising local law, s 6(1)

- (1) For section 6(1) of the authorising local law, the animal or plant prescribed in column 2 of schedule 1 is a declared pest in the corresponding part of the local

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government's area mentioned in column 1 of schedule 1.

**6 Persons exempted from introducing etc a declared local pest—
Authorising local law, s 12(2)**

For section 12(2) of the authorising local law, a person mentioned in column 1 of schedule 2 is exempt from section 12(1) of the authorising local law in relation to introducing, propagating, breeding or providing harbour to a declared local pest mentioned in the corresponding part of column 2 of schedule 2.

Part 3 Overgrown and unsightly allotments

This part in the authorising local law does not contain any matters to be provided for by subordinate local law.

Part 4 Fires and fire hazards

7 Prohibition on lighting or maintaining fires—Authorising local law, s 15(2)

- (1) This section applies to the following fires¹—
- (a) a fire in which neither the height, width nor length of the material to be consumed exceeds 2 metres;
 - (b) a fire lit for the purpose of burning the carcass of a beast;
 - (c) a fire lit at a sawmill for the purpose of burning sawdust or other residue resulting from the operation of a sawmill;
 - (d) a fire lit out-doors, if enclosed in a fireplace so constructed as to prevent the escape of fire or any burning material therefrom.
- (2) For section 15(2) of the authorising local law, lighting or maintaining a fire described in column 2 of Schedule 3 is declared to be prohibited in the corresponding part of the local government's area mentioned in column 1 of Schedule 3.

8 Fire hazards—Authorising local law, s 16(3)(b)

For section 16(3)(b) of the authorising local law, the following are declared to be fire hazards—

- (a) live cinders or hot ash that is not enclosed in a fireplace so constructed as to prevent the escape of cinders or ash;

¹ Pursuant to a notification by the Fire and Rescue Services Commissioner published in the gazette on 6 August 2004 under section 63 of the *Fire and Emergency Services Act 1990*, the listed fires can generally be lit without a permit issued by a fire warden, provided adequate precautions are taken to prevent the spread of fire and the fire conforms with any local law. Local laws can therefore regulate these types of fire, which is the purpose of this subordinate local law.

- (b) a substantial accumulation of grass clippings that is liable to spontaneous combustion;
- (c) dry vegetation that could be easily ignited or other flammable materials.

Part 5 Community safety hazards

9 Community safety hazards—Authorising local law, s 17(c)

For section 17(c) of the authorising local law, the following are declared to be community safety hazards—

- (a) Barbed wire fencing; and
- (b) Electric fencing; and
- (c) Wells (including disused wells); and
- (d) A tree that—
 - i. is located on land adjoining a local government-controlled area or road; and
 - ii. poses a significant risk of causing injury to a person using the area or road or damage to property located on the area or road.

9A Prescribed requirements for community safety hazards—authorising local law, s 20(1)

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.

Part 6 Noise standards

10 Prescribed noise standards—Authorising local law, s 21(2)

- (1) For section 21(2) of the authorising local law, the noise standard in column 2 of schedule 5 is prescribed for the section of the *Environmental Protection Act 1994*, chapter 8, part 3B, division 3 stated in column 1 of schedule 5.
- (2) For section 21(2) of the authorising local law, the noise standard in column 2 of schedule 5 applies in the corresponding part of the local government's area mentioned in column 3 of schedule 5.

Part 7 Miscellaneous

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This part in the authorising local law does not contain any matters to be provided for by subordinate local law.

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Schedule 1 Declared local pests

section 5

	Column 1 Applicable part of local government's area	Column 2 Declared local pest
1		<i>There are no additional declared pests identified in this local law.</i>

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**Schedule 2 Persons exempted from offence of
introducing etc declared local pest**

section 6(2)

	Column 1 Exempt person	Column 2 Declared local pest
1	<i>This table has been intentionally left blank</i>	

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Schedule 3 Prohibited Fires

section 6(2)

	Column 1 Applicable part of local government's area	Column 2 Prohibited Fires
1	Entire local government area	<p>A fire within 100m of a residential premises is prohibited, unless—</p> <p>(a) the fire is directly associated with the bona fide use of any appliance or equipment for cooking or heating purposes; and</p> <p>(b) all reasonable and practical measures have been taken by the person in control of the fire to minimise smoke creation.</p> <p>In this section—</p> <p><i>reasonable and practical measures</i> include the selection of a suitable fuel for the burning activity and the maintenance of conditions which promote efficient combustion of that fuel.</p> <p>suitable fuel <i>does not include grass cuttings, leaves, green waste or any other household waste.</i></p>

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Schedule 4 Prescribed requirements for community safety hazards

section 6(2)

	Column 1 Community safety hazard	Column 2 Prescribed requirements to be met by owner of land
1	Barbed wire fencing	<p>(a) Barbed wire fencing is not to be installed along a boundary adjoining a public park;</p> <p>(b) Barbed wire may only be used in urban areas—</p> <p>(i) in a security fence with the barbed wire to be more than 1800mm off the ground; or</p> <p>(ii) on boundary fences on allotments over 40,000m² that do not adjoin a public park; or</p> <p>(ii) on fences that do not form part of an allotments boundary fence.</p>
2	Electric fencing	<p>(a) Electric fencing that adjoins any road or public land must have warning signs of a size that can be read from a distance of 5 metres and fixed at 5 metre intervals along the fence;</p> <p>(b) Electric fencing must be at least 1500mm from a fence located on or within the boundary of the premises OR if the fencing is installed on the boundary of the premises the lowest point of the fencing capable of imparting an electric shock when touched must be least 2000mm off the ground;</p> <p>(c) Fencing must be installed, operated and maintained in accordance with AS/NZS</p>

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		3014:2003;
		(d) Fencing for security must be installed, operated and maintained in accordance with AS/NZS 3016:2002.

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Schedule 5 Prescribed noise standards

section 11

Column 1 Section of the <i>Environmental Protection Act 1994, Chapter 8, Part 3B, division 3</i>	Column 2 Prescribed noise standard	Column 3 Applicable part of the local government area
440T — Pumps	<p>1) This section applies to premises at or for which there is a pump.</p> <p>2) Subject to subsection (3) and (4), an occupier of the premises must not use, or permit the use of, the pump on any day—</p> <ul style="list-style-type: none"> a) from 7pm to 7am the following day, if it makes a noise of more than 3dB(A) above the background level; or b) from 7am to 7pm if it makes a noise of more than 5dB(A) above the background level. <p>3) Subsection (2)(a), does not apply to a noise made at an educational institution, that is not more than 5dB(A) above the background level.</p> <p>4) An occupier of the premises in a rural zone must not use, or permit the use of, the pump on any day—</p> <ul style="list-style-type: none"> a) from 7pm to 7am the following day, if it makes a noise of more than 5dB(A) above the background level; or b) from 7am to 7pm if it makes a noise of more than 15dB(A) above the background level. <p>5) In this section—</p> <ul style="list-style-type: none"> a) means an electrical, mechanical or pneumatic pump; and <p><i>Examples— liquid pump, air pump, heat pump</i></p> <ul style="list-style-type: none"> b) includes a swimming pool pump and a spa blower. 	<p>Entire local government area</p> <p>Rural zone²</p>

² **Rural zone** has the same meaning given to that term in the planning scheme.

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Endnotes

1 Key

Key to abbreviations in list of amending local laws and annotations

Key	Explanation	Key	Explanation
amd	= amended	prec	= preceding
amdt	= amendment	prev	= previous
ch	= chapter	prov	= provision
def	= definition	pt	= part
div	= division	renum	= renumbered
hdg	= heading	rep	= repealed
ins	= inserted	s	= section
num	= numbered	sch	= schedule
om	= omitted	sdiv	= subdivision
p	= page	sub	= substituted
para	= paragraph	unnum	= Unnumbered

2 Table of consolidated versions

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1	<i>Amending Subordinate Local Law No. 2 (Miscellaneous Subordinate Local Laws) 2019</i>	23 October 2019	

3 List of amending local laws

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Commenced on 23 October 2019

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4 List of annotations

Definitions

s 4 amd 2019 No. 2 s 14

Prescribed requirements for community safety hazards

s 9A ins 2019 No. 2 s 15

Schedule 3— Prohibited Fires

s 1 amd 2019 No. 2 s 16

Schedule 5— Prescribed noise standards

s 440T ins 2019 No. 2 s 17

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Mareeba Shire Council

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

CONSOLIDATED VERSION
as in force on 23 October 2019

Mareeba Shire Council Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2018

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Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2018*.

2 Purpose and how it is to be achieved

- (1) The purpose of this subordinate local law is to supplement *Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2018* in order to protect the health and safety of persons using local government controlled land, facilities, infrastructure and roads and preserve features of the natural and built environment and other aspects of the amenity of local government controlled land, facilities, infrastructure and roads.
- (2) The purpose is to be achieved by providing for—
 - (a) the regulation of access to local government controlled areas; and
 - (b) the prohibition or restriction of particular activities in local government controlled areas or roads.

3 Authorising local law

The making of the provisions in this subordinate local law is authorised by *Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2018* (the *authorising local law*).

4 Definitions

- (1) Particular words used in this subordinate local law have the same meaning as provided for in the authorising local law.
- (2) In this local law—

authorised by an authorised person—

 - (a) means that the action is authorised by a written authorisation signed by an authorised person; and
 - (b) does not mean an approval mentioned in section 5(b) of *Local Law No.1 (Administration) 2018*.

camp see *Recreation Areas Management Act 2006*, schedule.

CONSOLIDATED VERSION — AS AT 23 OCTOBER 2019

Part 2 Use of local government controlled areas, facilities and roads

5 Prohibited and restricted activities—Authorising local law, s 5(1)

- (1) For section 5(1)(a) of the authorising local law, the activities prescribed in column 2 of schedule 1 are declared to be prohibited in the corresponding local government controlled area or road (or part thereof) mentioned in column 1 of schedule 1.
- (2) For section 5(1)(b) of the authorising local law, the activities prescribed in column 2 of schedule 2 are declared to be restricted in the corresponding local government controlled area or road (or part thereof) mentioned in column 1 of schedule 2, to the extent described in column 3 of schedule 2.

6 Motor vehicle access in local government controlled areas—Authorising local law, s 6(1)(b)

For section 6(1)(b) of the authorising local law, the areas prescribed in column 1 of schedule 3 are declared to be motor vehicle access areas.

7 Prohibited vehicles—Authorising local law, s 6(3)

For section 6(3) of the authorising local law, the specific types of motor vehicle prescribed in column 2 of schedule 3 are declared to be prohibited vehicles in the corresponding specified motor vehicle access area in column 1 of schedule 3.

8 Opening hours for local government controlled areas—Authorising local law, s 7(1)

For section 7(1) of the authorising local law, the times prescribed in column 2 of schedule 4 are declared to be the opening hours for the local government controlled areas mentioned in column 1 of schedule 4.

9 Permanent closure of local government controlled area—Authorising local law, s 8(3)

For section 8(3) of the authorising local law, the local government controlled areas described in schedule 5 are permanently closed to public access.

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Part 3 Matters affecting roads

10 Notice requiring owner of land adjoining road to fence land—Authorising local law, s 9(3)

For section 9(3) of the authorising local law, the minimum standards for a fence that is the subject of a compliance notice under section 9(2) of the authorising local law are as follows—

- (a) the fence must be constructed of materials which are of sufficient strength to prevent the animal(s) from escaping over, under or through the fence; and
- (b) where the animal(s) have the ability to dig, the fence must include a barrier installed directly below the fence to prevent the animal(s) digging its way out; and
- (c) where the animal(s) have the ability to climb or jump, the fence must be designed and constructed to a height which is sufficient to prevent the animal(s) climbing or jumping over the fence; and
- (d) where the fence includes gates or panels which can be readily opened, those gates or panels must be kept closed and latched except when in immediate use by a person entering or leaving the Premises on which the animal is kept.

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Schedule 1 Prohibited activities for local government controlled areas or roads

section 5(1)

	Column 1 Local government controlled area or road	Column 2 Prohibited activity
1	All local government controlled areas and roads within the local government area	<p>(a) Contravene a sign prohibiting an activity. <i>For example –</i></p> <ul style="list-style-type: none"> • Diving or swimming; • Riding a bicycle, wheeled recreational device or wheeled toy. <p>(b) Remove any turf, sand, clay, soil or other material.</p> <p>(c) Damage, interfere with, or wilfully misuse any animal, vegetation, facilities, notices, official signs, equipment or property owned by local government.</p> <p>(d) Fish, dive or jump from, or on, a bridge, structure or building.</p> <p>(e) Advertise a vehicle including a trailer, caravan, boat, motorbike for sale or hire.</p> <p>(f) Engage in conduct that in an authorised person's opinion is dangerous or creates a risk to the safety of members of the public.</p> <p>(g) Repair a vehicle/vessel except in an emergency.</p> <p>(h) Play golf or practice.</p> <p>(i) Park, stand or leave an unregistered vehicle on a local government controlled area.</p> <p>(j) Store a vessel on a local government area.</p> <p>(k) Exercise rights of occupation or use over any local government controlled area or road.</p> <p>(l) Carry out domestic tasks, including ablutions, cooking and washing unless on infrastructure provided by the local government for that purpose.</p>

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2	Parks and Reserves within the local government area	<p>(a) Play golf or practice golf.</p> <p>(b) Play music or musical instruments at such a volume or in such a manner, in the opinion of an authorised person, as to interfere with any other persons enjoyment of the park, reserve or drainage channel.</p>
3	All bridges and culverts within the local government area	<p>(a) Loiter.</p> <p>(b) Dive or jump from a bridge.</p> <p>(c) Throw or drop an object from a bridge.</p> <p>(d) Obstruct or interfere with the bridge or culvert.</p>
4	Cemeteries	<p>(a) Depasture any animal.</p> <p>(b) Take part in any meeting other than of a religious or commemorative nature.</p> <p>(c) Disturb or interfere with a funeral service.</p> <p>(d) Discharge a firearm except at a military funeral or other recognised type of funeral service ordinarily involving such discharge.</p> <p>(e) Damage or interfere with any grave, vault or memorial with any flowers or tokens placed thereon.</p> <p>(f) Drive any vehicle otherwise than upon a designated roadway.</p>

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Schedule 2 Restricted activities for local government controlled areas or roads

section 5(2)

	Column 1 Local government controlled area or road	Column 2 Restricted activity	Column 3 Extent of restriction
1	All local government controlled areas and roads	A person must not camp, sleep, occupy or remain overnight on any local government controlled area or road	<p>The activity is permitted if—</p> <ul style="list-style-type: none"> (a) authorised by a sign exhibited in the local government area; or (b) the place is located on the Queensland Heritage Trails Network; or (c) authorised by an authorised person; or (d) authorised under the conditions of an approval for a prescribed authority.
		Parking or standing a vehicle for sale or rent.	<p>The activity is permitted if—</p> <ul style="list-style-type: none"> (a) authorised by an authorised person; or (b) the vehicle is parked in an area designated by the local government for the purpose.

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**Schedule 3 Motor vehicle access areas in local
government controlled areas**

sections 6 and 7

Column 1 Motor vehicle access areas	Column 2 Prohibited vehicles
<i>This schedule has been intentionally left blank.</i>	

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**Schedule 4 Opening hours for local government
controlled areas**

section 8

Column 1 Local government controlled area	Column 2 Opening hours
<i>This schedule has been intentionally left blank.</i>	

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Schedule 5 Permanent closure of local government controlled areas

section 9

This schedule has been intentionally left blank.

CONSOLIDATED VERSION — AS AT 23 OCTOBER 2019

Endnotes

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4 List of annotations

Schedule 1 – Prohibited activities on local government controlled areas or roads

s1(d)	omit 2019 No. 1 s 19(1)
s1	renum 2019 No. 1 s 19(2)

CONSOLIDATED VERSION — AS AT 23 OCTOBER 2019

8.7 ENTERPRISE RISK MANAGEMENT

Date Prepared: 4 October 2019

Author: Manager Development and Governance

Attachments: 1. Risk Treatment Plans - Confidential

EXECUTIVE SUMMARY

This report provides advice in relation to the status of Enterprise Risk Management and Policy implementation and review.

RECOMMENDATION

That Council receive and note the Risk Treatment Plans as endorsed by the Audit Committee on 1 October 2019.

BACKGROUND

In accordance with the Enterprise Risk Policy, Risk Treatment Plans are required to be completed for 'significant' and 'extreme' risks. Council's Audit Committee received and noted the Risk Treatment Plans at their 1 October 2019 meeting. These risk treatment plans are attached to this report for council's reference. Each Risk Treatment Plan identifies treatment action/s, together with the responsible officer and an implementation date.

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

8.8 OPERATIONAL PLAN 2019/20 PROGRESS REPORT JULY - SEPTEMBER QUARTER

Date Prepared: 10 October 2019
Author: Manager Development and Governance
Attachments: 1. Operational Plan Progress Report [↓](#)

EXECUTIVE SUMMARY

The attached report provides information regarding the progress of the 2019/20 Operational Plan projects.

RECOMMENDATION

That Council receives and notes the progress report on implementation of the 2019/20 Operational Plan for the July to September quarter.

BACKGROUND

The *Local Government Regulation 2012* provides that a local government must prepare and adopt an annual operational plan for each year. The Operational Plan is a statement of specific works to be undertaken and services to be provided in order to progress the goals and objectives set out in a Council's Corporate Plan over a period of one (1) year.

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

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

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

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

Nil

Financial Sustainability					
“A council that continuously looks for savings and opportunities while managing council’s assets and reserves to ensure a sustainable future in a cost-effective manner”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Report
Long-term Financial Plan	FIN 1 FIN 2	Long-Term Financial Plan that supports effective and sustainable financial management Effective and sustainable financial management	Finance	<ul style="list-style-type: none"> Ensure Long Term Asset Management Plan aligns with revised Asset Management Plans 	<ul style="list-style-type: none"> Long Term Financial Plan was adopted with 2019/20 budget on 19 June 2019 and aligned with the Long Term Asset Management Plan that was adopted on 21 November 2018. As the Sub Asset Management Plans are adopted throughout the year, both Long Term Financial Plan and Long Term Asset Management Plan will be updated. Council is currently updating the Long Term Asset Management Plan.
Comprehensive Asset Revaluations <ul style="list-style-type: none"> Footpaths Sealed Roads Minor Culverts 	FIN 1	Long-Term Financial Plan that supports effective and sustainable financial management	Finance	<ul style="list-style-type: none"> Footpaths comprehensive revaluations Sealed Roads comprehensive revaluations Minor Culverts comprehensive revaluations 	Requests for quotes out for; <ul style="list-style-type: none"> Land – Closes 11/10/19 Sealed Roads – Closes 18/10/19 Minor Culverts – Closes 18/10/19 Work is progressing for footpath data.
Library Service Review	FIN 2	Effective and sustainable financial management	Community Wellbeing	<ul style="list-style-type: none"> Finalise balance of recommendations from Service Level Review Review Mareeba Library premises for efficient service delivery and to meet the most important community needs 	<ul style="list-style-type: none"> Drawings and layout plans to relocate the Mareeba Library to the Cedric Davies Community Hub are in progress with tenders to be called and finalised by Dec 2019.

Financial Sustainability “A council that continuously looks for savings and opportunities while managing council’s assets and reserves to ensure a sustainable future in a cost-effective manner”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Report
Grant Funding	FIN 2	Effective and sustainable financial management	Finance Community Wellbeing	<ul style="list-style-type: none"> Identify potential projects for grant applications 	<ul style="list-style-type: none"> A strategic and coordinated approach to the identification and prioritization of grant applications continues
Access to financial information	FIN 3	Effective business management	Finance	<ul style="list-style-type: none"> More users able to operate financial systems and locate relevant documentation. Provide in-house training and support 	<ul style="list-style-type: none"> Training and support from Finance is provided upon request
Full cost pricing models to ensure equitable allocation of costs across departments	FIN 3	Effective business management	Finance	<ul style="list-style-type: none"> Review model and reporting of business 	<ul style="list-style-type: none"> Corporate overhead was updated and reflected 2019/20 budget. A separate full cost model for waste is currently being reviewed.
Mareeba Industrial Estate Development	FIN 3	Effective business management	Technical Services Development & Governance	<ul style="list-style-type: none"> Review Master Plan and amend to cater for future demand subject to grant funding Review pricing structure for current and future land sales Promote sale of industrial land 	<ul style="list-style-type: none"> Planned to start in the beginning of 2020.
Financial viability of solar electricity	FIN 3	Effective business management	Finance Technical Services Development & Governance	<ul style="list-style-type: none"> Undertake a review of electricity usage per facility 	<ul style="list-style-type: none"> Consultant engaged to supply a feasibility study.

Financial Sustainability “A council that continuously looks for savings and opportunities while managing council’s assets and reserves to ensure a sustainable future in a cost-effective manner”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Report
Customer Service Standards	FIN 3	Effective business management	Systems & Customer Service	<ul style="list-style-type: none"> Monitoring and reporting to be implemented 	<ul style="list-style-type: none"> Initial planning has been undertaken however this is unlikely to be finalised until 2020.
ICT Strategy implementation <ul style="list-style-type: none"> Internet Communications O365 implementation Technology One 'software as a service' 	FIN 3	Effective business management	Systems & Customer Service All	<ul style="list-style-type: none"> Review communications to provide redundancy for ICT 'Cloud first' strategy Mailbox migration, Messaging, Cloud Storage Implement 'software as a service' (SaaS) solution for Technology One products: <ul style="list-style-type: none"> Property and Rating (P&R) Core Enterprise Suite (CES) Enterprise Content Management (ECM) Geographical Information System (GIS) 	<ul style="list-style-type: none"> The installation of an NBN Enterprise Ethernet connection has commenced. All user mailboxes have been migrated to the Microsoft O365 Cloud. Work has commenced on the migration of ECM workflow to the new Business Process Automation model. The MapInfo GIS desktop client has been replaced with Technology One Spatial (IntraMaps).
Sustainable workforce	FIN 4	A skilled and sustainable workforce	Organisational Development	<ul style="list-style-type: none"> Training of workforce where required to improve efficiencies and safety Review of guidelines for recruitment and retention of staff 	<ul style="list-style-type: none"> Training to improve efficiencies and safety is on-going Recruitment and retention policies and procedures continue to be updated on a regular basis

Community					
“An engaged community which supports and encourages effective partnerships to enhance the liveability of the shire and the wellbeing of residents in communities which are resilient and prepared for unforeseen events”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Report
Arts Connection to Tourism	COM 1	An engaged community	Community Wellbeing	<ul style="list-style-type: none"> Updated Arts & Culture Plan Ensure connection with the Community Wellbeing Strategy 	<ul style="list-style-type: none"> Currently on hold until resources available
Community Wellbeing Strategy	COM 1 COM 2 COM 3	An engaged community An active, safe and healthy community A community being prepared and resilient to emergencies and disasters	Community Wellbeing	<ul style="list-style-type: none"> Strategy is developed and adopted for the delivery of sustainable community wellbeing services and activities across the shire 	<ul style="list-style-type: none"> Currently on hold until resources available
Sport and Recreation Infrastructure Plan	COM2	An active, safe and healthy community	Community Wellbeing Technical Services	<ul style="list-style-type: none"> Complete audit of sport and recreational facilities Develop draft plan for consultation purposes Finalise plan based on community feedback 	<ul style="list-style-type: none"> Quotes to be called early 2020 for consultant to prepare plan with club and community input
Accommodation and support services for Seniors	COM2	An active, safe and healthy community	Community Wellbeing	<ul style="list-style-type: none"> Investigate possible viable models that are likely deliver increase accommodation stock, Community Management of Council's Community Housing. 	<ul style="list-style-type: none"> Consultant engaged to conduct Community Housing Future Options study and due for completion end November 2019

Transport and Council Infrastructure "The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles"					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Report
Asset Management Sub-Plans <ul style="list-style-type: none"> Bridges Sealed Roads Aerodromes Water Footpaths 	TCI 1 TCI 2 TCI 3	Sustainable Infrastructure for the future Safe and effective transport network Securing and managing water resources	Technical Services	<ul style="list-style-type: none"> Undertake data verification Undertake condition assessment and defect identification across individual asset classes. Administrative Asset Management Plan adopted by EMT 	<ul style="list-style-type: none"> Asset Inspections to verify condition and defects of Civil Infrastructure progressing well. Verification of Asset Stock underway, with Sub-Plans in progress.
Asset Management Sub-Plans <ul style="list-style-type: none"> Facilities Pools 	TCI 1 TCI 2 TCI 3	Sustainable Infrastructure for the future Safe and effective transport network Securing and managing water resources	Technical Services	<ul style="list-style-type: none"> Undertake data verification Undertake condition assessment and defect identification across individual asset classes. 	<ul style="list-style-type: none"> Asset verification for Pool Facilities completed, defect backlog and future capital works program in development. Inspection of Facilities underway.
Asset Management Sub-Plans <ul style="list-style-type: none"> Drainage 	TCI 1 TCI 2 TCI 3	Sustainable Infrastructure for the future Safe and effective transport network Securing and managing water resources	Technical Services	<ul style="list-style-type: none"> Undertake data verification Undertake condition assessment and defect identification across individual asset classes. 	<ul style="list-style-type: none"> Inspection of underground, cross-drainage completed, verification/clarification of results underway.
Community Housing Asset Management Plan	TCI 1	Sustainable Infrastructure for the future	Technical Services Community Wellbeing	<ul style="list-style-type: none"> Monitor and review Asset Management Plan 	<ul style="list-style-type: none"> Condition assessments of all 108 properties due for completion mid Oct

Transport and Council Infrastructure “The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Report
			Development & Governance	<ul style="list-style-type: none"> Ensure assets are maintained in accordance with Community Housing Asset Management Plan All Housing has been 100% inspected 	2019 and data will be used to update CHAMP; <ul style="list-style-type: none"> Implementation of priority works identified in CHAMP continues.
Mareeba Pound Facility	TCI 1	Sustainable Infrastructure for the future	Technical Services Development & Governance	<ul style="list-style-type: none"> Ensure any facility meets appropriate standards 	<ul style="list-style-type: none"> Currently seeking further funding sources.
Kuranda Cemetery	TCI 1	Sustainable Infrastructure for the future	Systems & Customer Service Technical Services	<ul style="list-style-type: none"> Investigate proposed site suitability and provide estimates for community consultation Prepare implementation plan for adoption by Council 	<ul style="list-style-type: none"> Investigations into suitable sites ongoing.
Mareeba Cemetery	TCI 1	Sustainable Infrastructure for the future	Systems & Customer Service Technical Services	<ul style="list-style-type: none"> Identify possible sites to secure a growth strategy 	<ul style="list-style-type: none"> No progress to date.
Kuranda Infrastructure Program	TCI 1	Sustainable Infrastructure for the future	Technical Services Works	<ul style="list-style-type: none"> Complete projects in accordance with Kuranda Township Masterplan Negotiate renewed agreement 	<ul style="list-style-type: none"> In progress
Anzac Avenue (John Doyle) Bridge Rehabilitation	TCI 2	Safe and effective transport network	Works Technical Services	<ul style="list-style-type: none"> Complete restoration works 	<ul style="list-style-type: none"> Rehabilitation of Anzac Avenue (John Doyle) Bridge programmed for completion.

Transport and Council Infrastructure “The provision of quality services and infrastructure for our growing community that is planned and managed using sound asset management principles”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Report
Mareeba Water Strategy	TCI 3	Securing and managing water resources	Water & Waste	<ul style="list-style-type: none"> • Prepare options assessment and business case for Mareeba Long Term Water Strategy (MIPP Report) • Present Mareeba Long Term Water Strategy to Council for adoption • Incorporate outcomes into Local Government Infrastructure Plan (LGIP) 	<ul style="list-style-type: none"> • Long Term Water Strategy currently in draft form and planned to be informally supplied to Council prior to December
Shire Beautification	TCI 4	Public spaces and facilities	Technical Services Works	<ul style="list-style-type: none"> • Continue upgrade Mareeba Byrnes Street • Develop Street Tree Planting Policy/Guideline for public use 	<ul style="list-style-type: none"> • Designs for the refurbishment of the Eastern side of Byrnes street nearing completion.

Economy and Environment "A resilient economy that promotes and supports the shire's natural assets and local industry and encourages investment while preserving and future proofing for generations to come"					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Report
Waste Strategy	EAE 1	Environmentally responsible and efficient waste and wastewater management	Water & Waste Finance	<ul style="list-style-type: none"> Continue Implementation of Action Plan 	<ul style="list-style-type: none"> Completed and adopted by Council Action Plan implementation on track
Environmental Authority Amendments	EAE 1	Environmentally responsible and efficient waste and wastewater management	Water and Waste	<ul style="list-style-type: none"> Seek amendment of the environmental authority to reflect modern of operations and provide meaningful environmental protection Continue to monitor compliance with requirements of environmental authority 	<ul style="list-style-type: none"> This process is underway at the moment and will take some time to complete.
Mareeba Airport Upgrade	EAE 3	Support and encourage industrial and commercial growth and development.	Technical Services Development & Governance	<ul style="list-style-type: none"> Complete construction of runway, taxiway and airfield lighting works Promote the industrial lease areas 	<ul style="list-style-type: none"> Pavement works and sealing complete, lighting works being finalized. Ongoing promotion of the Lease Areas is progressing.
Economic Tourism development	EAE 3	Support and encourage industrial and commercial growth and development.	Community Wellbeing	<ul style="list-style-type: none"> Advocate and support economic tourism development Seek advocacy and grant opportunities supporting economic growth 	<ul style="list-style-type: none"> Tourism Kuranda Strategic Plan 2019 - 25 launched and implementation of Action Plan has commenced Strategic approach to lodging grant applications for priority projects in place

Economy and Environment "A resilient economy that promotes and supports the shire's natural assets and local industry and encourages investment while preserving and future proofing for generations to come"					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Report
				<ul style="list-style-type: none"> Where appropriate partner with industry groups to grow opportunities 	<ul style="list-style-type: none"> Mareeba Visitor Survey completed in partnership with Mareeba Chamber of Commerce and Mareeba Heritage Museum and Visitor Information Centre. Report of survey findings due end October 2019.
Land, Pest and Fire Management Review	EAE 4	Our region's environmental assets are best managed while promoting economic wellbeing	Works Finance Development & Governance	<ul style="list-style-type: none"> Develop and implement MSC Biosecurity Plan 	<ul style="list-style-type: none"> Fire breaks installed, fuel reduction burns completed on selected MSC land 2020 Biosecurity Plan under development & will be tabled at Ordinary Council meeting in December 2019
Reef Guardian Council Program	EAE 4	Our region's environmental assets are best managed while promoting economic wellbeing	Water & Waste Works	<ul style="list-style-type: none"> Support the Reef Guardian Program through continued participation, and identify and develop communication and partnership opportunities 	<ul style="list-style-type: none"> Reef Guardian working groups attended. Steering Committee meeting in October. Action Plan implementation in progress.

Governance “Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community”					
Project	Corporate Plan Ref	Corporate Plan Goal	Business Section	Performance Measures	Progress Report
Policy Review	GOV 1	Ethical, accountable and transparent decision making	Development & Governance All	<ul style="list-style-type: none"> All policies to be reviewed and updated to ensure legislative and other requirements are met 	<ul style="list-style-type: none"> In progress. Current focus is on Infrastructure Department policies.
Enterprise Risk Management	GOV 2	Strong focus on compliance and enterprise risk	Development & Governance All	<ul style="list-style-type: none"> Monitor and Review risk registers and risk treatment plans 	<ul style="list-style-type: none"> Reviewed and Adopted Treatment plans received by Audit Committee.
Compliance Review	GOV 2	Strong focus on compliance and enterprise risk	Development & Governance All	<ul style="list-style-type: none"> Ensure all legislative requirements are being met Implement Compliance Portal 	<ul style="list-style-type: none"> In progress

8.9 DEVELOPMENT AND GOVERNANCE QUARTERLY REPORT - JULY TO SEPTEMBER 2019

Date Prepared: 10 October 2019
Author: Manager Development and Governance
Attachments: Nil

EXECUTIVE SUMMARY

This report presents the key activities and achievements of the Development and Governance Group for the July to September 2019 quarter.

RECOMMENDATION

That Council receives and notes the quarterly report of the Development and Governance Group for the July to September 2019 quarter.

BACKGROUND

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

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

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

GOVERNANCE AND COMPLIANCE**Native Title**

There are currently nine (9) Native Title claims within Mareeba Shire consisting of Djungan #5, Wakaman #3, #4, #5, Cairns Regional Claim Group, Djabugay-Bulway-Yirrgay-Nyakali-Guluy and Kurtjar, Muluridji #3 and Kunggandji Gurrabuna.

Cairns Regional Claim Group - groups making up the Cairns Regional Claim Group are disputing the 'society' (claim group). Council has engaged legal services to review the evidence and submissions of the Parties and if appropriate make written submissions and comments to the relevant draft report of Orders.

During the third quarter, Council officers met with the Muluridji, Ngaddaboolgan/Djungan, Bar-Barrum and Mbabbaram people to conduct the annual ILUA meetings during which the mandatory ILUA requirement for negotiated review of ILUA content was raised with each party. The last remaining meeting with Western Yalanji people took place on 10 October 2019.

Industrial ParksChillagoe Industrial Estate:

- Nil recorded sales or settlements occurred within the quarter.

- One (1) contract of sale entered into with an existing lessee over five (5) parcels of land with an extended settlement date into the January to March 2020 quarter.

Mareeba Industrial Park:

The status for land at MIP as at 30 September 2019 is as follows:

- Lot 1 SP298322 (area 8,711 m2) with frontages on both Martin Tenni Drive and Gowan Streets - settled on 6 September 2019;
- Lot 46 SP198053 (area 2,178 m2) 13 Effley Street - settled on 18 September 2019.

Mareeba Aerodrome:

The Development and Governance section will be managing leasing matters relevant to the Aerodrome facility in the foreseeable future. Currently this is outsourced.

Land and Lease

Council secured renewal or new lease instruments with the following entities during the July to September quarter:

Leases

- Mount Carbine Maryfarms Rural Fire Brigade
- Watsonville Rural Fire Brigade
- Mareeba and District Cricket Club
- Mareeba and United Football Club
- Mareeba Swimming Pool
- Kuranda Swimming Pool
- Dimbulah Swimming Pool
- Dimbulah Caravan Park
- Friends of the Animals (Pound)

Management Agreements

- Kuranda Historical Society

Compliance

Work is continuing with the ongoing review and update of Council's policy instruments. Policy writing training sessions were conducted with relevant business areas to assist in progressing review of existing instruments and creation of new instruments where required.

Complaints

Council experienced a 54% increase in complaints carried forward from the previous period offset by a 50% increased resolve rate within this period. Complaints lodged during this period have decreased overall by 20% over the previous period. Total number of complaints finalised during this period have also decreased by 27% with no movement in unfinalised complaints as at this period end.

Details of complaints received/processed during the quarter ending 30 September 2019 are displayed in the table below:

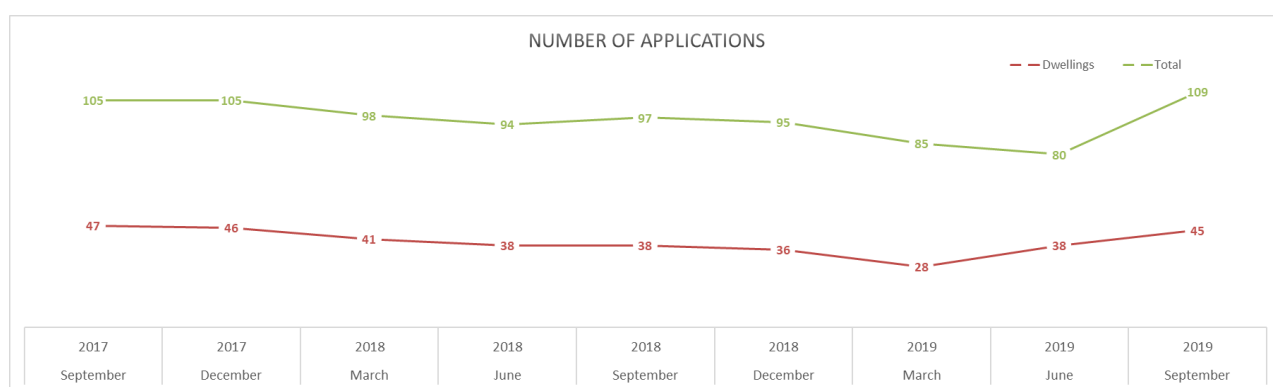
Complaints carried over from previous period (April to June 2019)	11
Complaints carried over from previous period finalised during this reporting period	10
Complaints lodged during reporting period (July to September 2019)	31
Complaints finalised during reporting period (July to September 2019)	21
Complaints still in process (not finalised) during reporting period (July to September 2019)	11

BUILDING AND PLUMBING

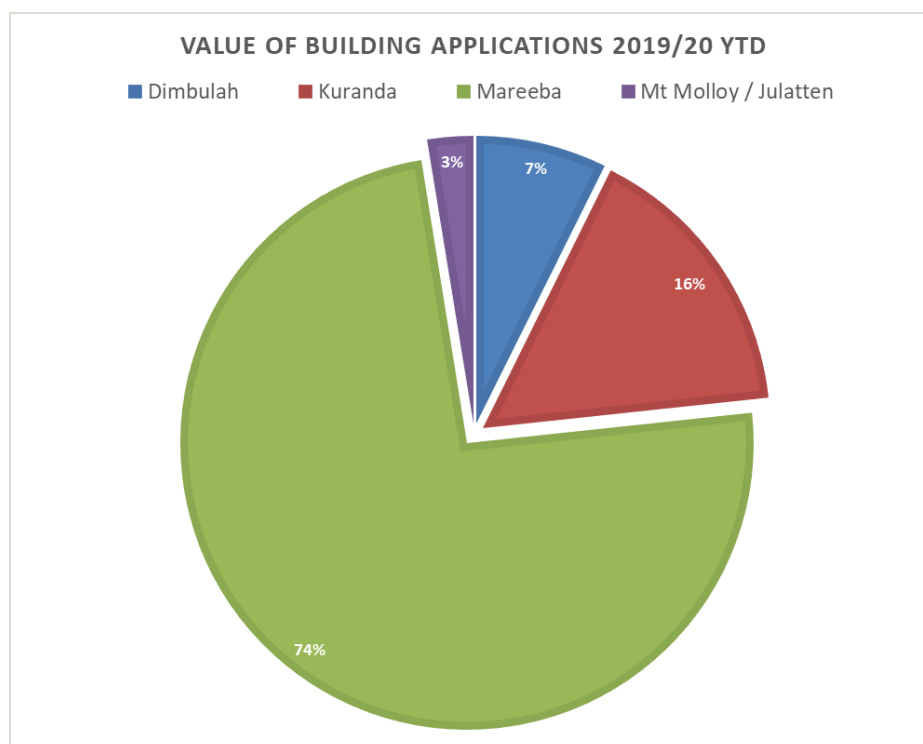
Building Approvals

This quarter Council's building approvals have continued to trend upwards providing a consistent growth over multiple years. State wide statistics for Queensland building approvals are trending down for the first half of this calendar year which provides a promising outlook for Mareeba Shire.

Quarter	Jul - Sep 2019		Jul - Sep 2018	
Type	\$	A	\$	A
Dwellings	7,372,831	45	7,492,181	38
10A (Sheds, ETC)	1,407,752	49	1,120,205	37
Commercial	2,784,644	8	1,786,523	14
Others	275,759	7	343,190	8
Total	11,840,986	109	10,742,099	97



The below graph summarises where construction investment is occurring across the Shire for 2019/20 financial year.



Regulatory Tasks

Building and Plumbing Services had 97 customer requests this quarter of which 87 were resolved.

REGIONAL LAND USE PLANNING

New Development Applications

13 development applications were lodged in the September quarter 2019 compared to 20 lodged in the September quarter of 2018.

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

	Jul - Sep 2019	2019/20 YTD	2018/19 YTD
New Development Applications lodged	13	13	20
Decision Notices issued under delegated authority	11	11	11
Negotiated Decision Notices issued under delegated authority	2	2	0
Decision Notices issued (from Council Minutes)	5	5	3
Negotiated Decision Notices issued (from Council Minutes)	0	0	2
Extensions to relevant period issued	2	2	5
Extensions to relevant period issued (from Council Minutes)	0	0	0
Change to existing Development Approval issued	1	1	0

Referral Agency Response approvals issued under delegated authority	4	4	5
Survey Plans endorsed	6	6	9
Notices issued under SPA	1	1	1
Planning Appeals and other Court proceedings	0	0	0

LOCAL LAWS AND ENVIRONMENTAL HEALTH

Environmental Health

The Environmental Health section responded to a total of 74 enquiries, complaints and service requests for the quarter relating to the following matters:

	Jul - Sep 2019	2019/20 YTD	2018/19 YTD
Food Complaints	0	0	5
Food Enquiry	26	26	52
Health Enquiry	6	6	11
Pollution	34	34	55
Flying Foxes	1	1	0
Public Health Complaint, Enquiry	1	1	7
General Service Enquiry	3	3	3
Other	3	3	4
Total	74	74	127

Notices Issued, Inspections Carried Out, Applications Processed

	Jul - Sep 2019	2019/20 YTD	2018/19 YTD
Animals Impounded	151	151	155
Regulated Parking infringements issued	221	221	259
Animal Management infringements issued	221	221	213
Local Laws Infringements issued	27	27	12
Warning letters issued	48	48	62
Compliance Notices issued	13	13	19
Food Inspections undertaken	5	5	18

Local Laws

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

Animals

	Jul - Sep 2019	2019/20 YTD	2018/19 YTD
Dangerous Aggressive dogs	18	18	34
Missing/Lost/Found	31	31	29
Barking Complaints	73	73	47
Restrained for Collection	37	37	31
Council traps	50	50	55
Straying Animals	137	137	118
Too Many Animals	5	5	10
Enquiries, Unregistered, Hygiene, unleashed	194	194	179
Cruelty	2	2	0
Total	547	547	503

In the last quarter (1 July to 30 September 2019) the following impounds were recorded for dogs:

- Animal returned to owner 1st occasion for free (dog was wandering but was registered): 15 dogs.
- Animal caught wandering (not registered or registered and previously returned to owner): 101 dogs were impounded.

Other Areas

	Jul - Sep 2019	2019/20 YTD	2018/19 YTD
Abandoned Vehicles	30	30	23
Overgrown	25	25	12
Commercial Use of Roads	26	26	29
Illegal Camping	6	6	16
Illegal Signs	10	10	2
Parking, illegal parking	42	42	38

Obstruction of Footpath	2	2	3
General Enquiries	10	10	6
Other	10	10	2
Gates and Grids	0	0	0
Total	161	161	141

Dog Registration

As at the 30 September 2019 Council has a registered population of 4,042 dogs in the shire with 144 dog renewals outstanding.

	Jul - Sep 2019	2019/20 YTD	2018/19 YTD
New Registrations*	239	239	221
Deceased	173	173	132
Left the area	101	101	105

*A rise in new dog registrations has been observed due to the recent Animal Inspection Program. Results of the Program will be provided to Council in the future.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

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

IMPLEMENTATION/COMMUNICATION

Nil

8.10 COUNCIL POLICY REVIEW

Date Prepared: 8 October 2019

Author: Manager Development and Governance

Attachments: 1. **Footpath Planting and Management Policy** [↓](#)
2. **Street Tree and Kerbside Planting Guide** [↓](#)

EXECUTIVE SUMMARY

As part of the ongoing organisation-wide compliance policy review work, newly created instruments along with instruments marked for repeal are presented to Council for consideration.

RECOMMENDATION

That Council:

1. Adopts the Footpath Planting and Management Policy; and
2. Repeals the following policies and procedures:
 - (a) Shipping Containers - Placement on Council Aerodromes
 - (b) Procedures for the Control of Vertebrate Pests
 - (c) Addition of Roads to the Register of Roads Maintained

BACKGROUND**Footpath Planting and Management Policy**

Council's Subordinate Local Law No. 1 (Administration) 2018 provides - at Schedule 7, section 11(2) - that where persons are intending to plant vegetation within footpath areas, there is a requirement for compliance with a local government's approved policy for footpath planting.

Shipping Containers - Placement on Council Aerodromes

Council's proposed new Local Law No.7 (Aerodromes) 2019 and other legislation governs the activity of placing the shipping containers at Council Aerodromes, therefore this Council Policy is no longer required.

Procedures for the Control of Vertebrate Pests (extant TRC instrument)

The 2010 procedure expired in 2013 and contains references to repealed legislation.

Addition of Roads to the Register of Roads Maintained

The 2009 policy expired in 2012 and is currently not utilised.

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 above new policy and accompanying guide are to be published on Council's website for community reference.



Footpath Planting and Management Policy

Policy Type	Governance Policy	Version:	1.0
Responsible Officer	Manager Works	Date Approved:	23/10/2019
Review Officer:	Manager Works	Review Due:	23/10/2023
Author:	Senior Compliance Officer	Commencement:	23/10/2019

1. PURPOSE

To provide for the considered undertaking of planting, maintenance and removal of vegetation within Council controlled areas and roads and ensure compliance with Council's relevant Local Law.¹

2. SCOPE

This policy applies to footpath vegetation planting, maintenance and removal activities within all Council controlled areas and roads. The policy does not apply to vegetation planting, maintenance and removal activities on privately owned land in the shire.

3. POLICY STATEMENT

Residents of the shire may be permitted to undertake vegetation planting activities within the road verge footpath area immediately adjacent to the property boundary. Where required, Council may assist residents with information and advice on suitable locations for plantings and species of plantings within Council controlled areas and roads having regard to the following:

Vegetation planting

Vegetation planting should be conducted with reference to Council's Street Tree and Kerbside Planting Guide, in particular;

- Positioning of plantings must have regard to the surrounding vicinity to accommodate the eventual full growth of the species to ensure that public utilities above and below ground level are not impacted.
- Positioning of vegetation plantings must not impede the safe movement of vehicle or pedestrian traffic nor obstruct vehicle driver line of sight nor impede maintenance activities undertaken by Council from time to time.

Vegetation planting maintenance

- All plantings made by residents must continue to be maintained to ensure the continued visual amenity value and health of the planting

¹ See Local Law No. 1 (Administration) 2018 sch 2 s 5. See also Subordinate Local Law No. 1 (Administration) 2018 sch 7 s 11(2)

Footpath planting and management policy

- At its discretion, Council may conduct trimming or removal of plantings, as and when required where vegetation poses a safety hazard to persons and/or property or plantings are causing obstruction to the movement of vehicle and pedestrian traffic or plantings impede maintenance activities undertaken by Council from time to time.

Removal of vegetation planting

- Removal of plantings requires the written approval of the Chief Executive Officer or relevant Director.
- Approval for removal of plantings is not required in circumstances where:
 - removal is determined by legislation for eradication of declared environmental plant pest; or
 - removal is conducted in response to an emergency; or
 - removal is approved by a valid development permit; or
 - removal is required to enable conduct of emergency works or to prevent damage to public utility infrastructure.
- Any request from residents for removal of plantings will be assessed by Council with regard to the existing aesthetic community value and health of the planting.
- Council will not remove any vegetation plantings which are assessed as holding good health, are not deemed by Council as holding a risk of potential hazard to persons and/or property, do not obstruct or impede the movement of vehicle and pedestrian traffic and do not impede maintenance activities undertaken by Council.

4. REPORTING

- No additional reporting is required

5. DEFINITIONS

Council controlled areas and roads - means any area and/or road controlled by Council within the Mareeba Shire Council jurisdictional boundaries.

Vegetation planting - means a tree or trees, shrub or shrubs and any other organic plantings but does not include grass or lawn growth.

6. RELATED DOCUMENTS AND REFERENCES

Local Government Act 2009 (Qld)

Local Law No. 1 (Administration) 2018 (MSC)

Subordinate Local Law No. 1 (Administration) 2018 (MSC)

Street Tree and Kerbside Planting Guide (MSC)

7. REVIEW

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



STREET TREE AND KERBSIDE PLANTING GUIDE

Council appreciates the benefits that the right Street Trees can provide to roadside verges within our communities, however it is important that consideration is given to factors such as, what species and where should you plant within the verge. In line with Mareeba Shire Council's relevant Local Law,¹ the following checklist will provide guidance on selecting the right species and location to plant.

Before planting a tree on the verge outside your property, you should consider the following:

- Residents are encouraged to only plant appropriate vegetation between the property boundary line and the kerb or the edge of pavement in areas without a kerb. Appropriate kerbside species do not drop excessive leaf litter or fruit, nor do they have invasive root systems. (see plans featured in this document for specific information);
- A single stemmed tree only is allowed to be planted on footpaths rather than shrubs which can block both pedestrian and vehicular lines of sight, or palms which provide little shade and cannot be grown under power lines;
- Local nurseries can recommend appropriate species.
- Trees must be planted in accordance with FNQROC guidelines and relevant drawings are reproduced in this guide.
- Species shall be selected for their suitability to site conditions (e.g., select smaller trees for under/near power lines);
- The alignment and placement of trees measured from the tree at its estimated ultimate size, shall be in accordance with the following;
 - a. Greater than 4.0 metres from electricity or telecommunication poles or pillars;
 - b. Greater than 7.5 metres from streetlights;
 - c. Greater than 4.0 metre radius from high voltage transmission lines;
 - d. Greater than 2.0 metres from stormwater kerb inlet pits;
 - e. Trees are planted in the front of properties at the centre of the lot at a rate, or at the necessary rate to provide a maximum of 20 metre spacing;
 - f. Trees to be placed a minimum of 800mm and a maximum of 1000mm from back of kerb;
 - g. Trees to be placed a minimum of three (3) metres from driveway;
 - h. At intersections trees to be placed a minimum of ten (10) metres back from the face of kerb of the adjoining street.

¹ See Local Law No. 1 (Administration) 2018 sch 2 s 5. See also Subordinate Local Law No. 1 (Administration) 2018 sch 7(2).

For further information phone Mareeba Shire Council on 1300 308 461 or visit www.msc.qld.gov.au



STREET TREE AND KERBSIDE PLANTING GUIDE

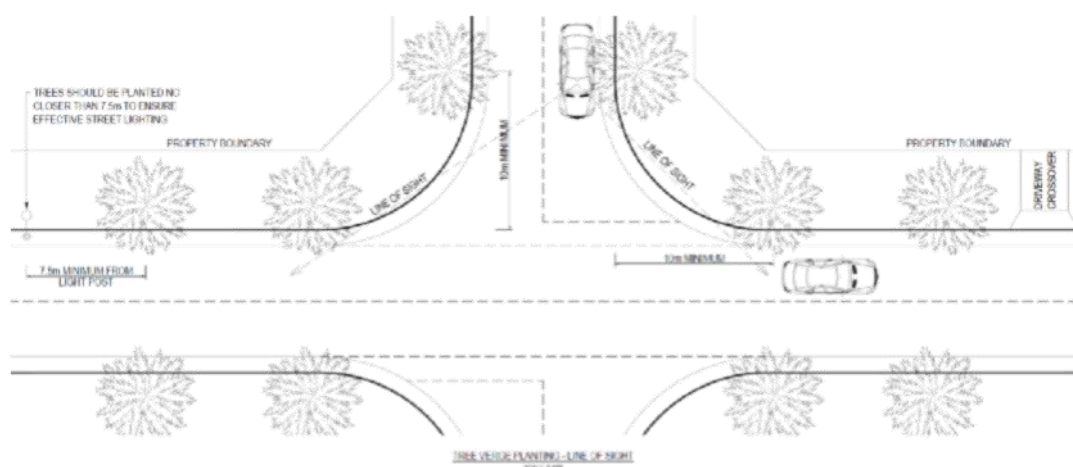


Image 1: MSC standard planting requirements to achieve desired intersection line of sight.



Image 2: MSC standard requirements for verge planting near accesses and infrastructure.

Note: Root Barriers must be positioned 600mm deep on either side of the on-street tree where there is a footpath, or the tree is within two (2) metres of services, sewer and infrastructure. In most cases, installation of root guard will require mechanical equipment to excavate trenches. Remember to always conduct a [Dial Before You Dig](#) check before commencement of works.

For further information phone Mareeba Shire Council on 1300 308 461 or visit www.msc.qld.gov.au

STREET TREE AND KERBSIDE PLANTING GUIDE

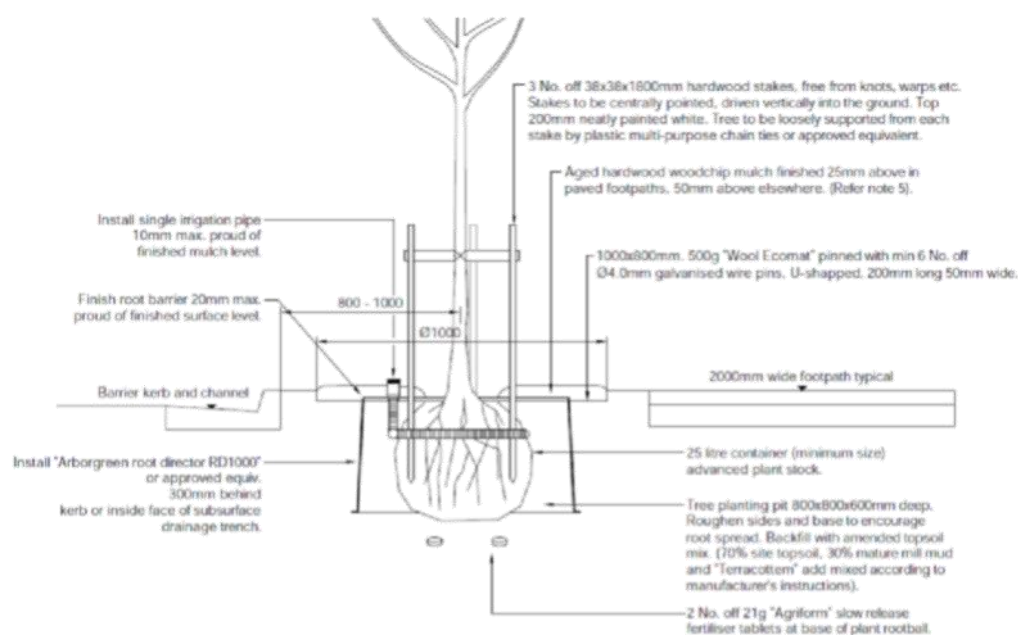


Image 3: FNQROC standard drawing for street tree planting S4210

References

FNQROC Design Guidelines

<https://www.fnqroc.qld.gov.au/regional-programs/regional-development-manual/version-7-2017/design-guidelines-issue-7-2017>

FNQROC Standard Drawings

<https://www.fnqroc.qld.gov.au/regional-programs/regional-development-manual/version-7-marjo2017/standard-drawings-issue-7-2017>

For further information phone Mareeba Shire Council on 1300 308 461 or visit www.msc.qld.gov.au

8.11 AUDIT COMMITTEE POLICY REVIEW

Date Prepared: 2 October 2019

Author: Director Corporate and Community Services

Attachments: 1. Audit Committee Policy [↓](#)
2. Audit Committee Charter [↓](#)

EXECUTIVE SUMMARY

As part of the policy review process the following policies and associated documents have been reviewed and recommended for adoption by Council by the Audit Committee.

RECOMMENDATION

That Council:

1. Repeals the following:
 - (a) Audit Committee Terms of Reference adopted on 15 November 2017
 - (b) Audit Committee Policy adopted on 15 November 2017
 - (c) Audit Committee Charter adopted on 15 November 2017; and
2. Adopts the attached Policies as amended:
 - (a) Audit Committee Policy
 - (b) Audit Committee Charter

BACKGROUND

At the March meeting of the Audit Committee it was suggested that the Terms of Reference and Charter be merged into one document to remove duplication of information.

The Policy, Terms of Reference and Charter have been reviewed and amended through consultation between the reporting officer and the Audit Committee Chairperson.

The above amended documents have been recommended for adoption by Council at the Audit Committee Meeting held on 1 October 2019.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

The revised policies are to be published on Council's website.



Audit Committee Policy

Policy Type	Governance Policy	Version:	1.0
Responsible Officer	Chief Executive Officer	Date Approved:	
Review Officer:	Director Corporate and Community Services	Review Due:	
Author:	Director Corporate and Community Services	Commencement:	

1. PURPOSE

This policy has been formulated to meet the requirements of s.105 of the *Local Government Act 2009* regarding the establishment of an Audit Committee.

2. SCOPE

This policy shall apply to Council, its Audit Committee, its internal auditor and staff subject to, or responsible for, the various functions of Council's corporate governance activities

3. POLICY STATEMENT

Under Section 105 of the *Local Government Act 2009* Council will establish an Audit Committee to contribute to the improved performance of the organisation by enhancing the quality of governance.

The Audit Committee is an advisory committee as determined by Section 265 of the *Local Government Regulation 2012*. It has no line (delegated) authority in itself and does not replace the responsibilities of executive management, but acts as a source of independent advice to the Council and to the Chief Executive Officer on governance, risk management, accountability and audit-related matters.

The Audit Committee provides an independent forum where representatives of the Council and management work together to fulfil specific governance responsibilities as set out in the Audit Committee Charter.

4. REPORTING

The Audit Committee will report to the next scheduled Council meeting, following each Audit Committee meeting.

The Chairperson of the Audit Committee shall attend a Council meeting on an annual basis to formally report on the progress of the Audit Committee.

5. DEFINITIONS

Nil

6. RELATED DOCUMENTS AND REFERENCES

- Internal Audit Policy
- Internal Audit Charter
- Audit Committee Charter
- Handbook for Advisory Committees

Audit Committee Policy

7. REVIEW

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



Audit Committee Charter

Policy Type	Council Procedure	Version:	1.0
Responsible Officer	Chief Executive Officer	Date Approved:	
Review Officer:	Director Corporate and Community Services	Review Due:	
Author:	Director Corporate and Community Services	Commencement:	

1. PURPOSE

It is the policy of Mareeba Shire Council to maintain an Audit Committee, however Council is not required by legislation to have an Audit Committee (based on the Category/classification assigned by Department of Local Government, Racing and Multicultural Affairs)

This Charter sets out the roles and responsibilities of the Audit Committee within the Council.

The Audit Committee has been established in accordance with Part 11, Subdivision 2 of the *Local Government Regulation 2012*. It does not replace nor diminish the responsibility of management to maintain an adequate governance and internal control system and manage risks.

The Audit Committee Charter has been designed to assist Council in fulfilling its corporate governance role and oversight of financial management and reporting responsibilities. The Audit Committee is to ensure:

- Effective management of financial risks;
- Reliable management and financial reporting;
- Compliance with laws and regulations; and
- Maintenance of an effective and efficient audit.

2. SCOPE

The main objective of the Audit Committee is to assist Council in fulfilling its corporate governance role and oversight of financial management and reporting responsibilities imposed under the Financial and Performance Management Standard 2009, the *Local Government Act 2009* and other relevant legislation.

More specifically the Committee will:

- Enhance Councillors' ability to exercise due care, diligence and skill in relation to compliance with applicable laws and policy;
- Provide advice to Council (via Audit Committee) to allow Councillors confidence that processes and procedures within the organisation are appropriate and being managed properly;
- Monitor the credibility and objectivity of financial reports;
- Ensure the independence and effectiveness of Council's Internal Audit function;
- Monitor the use of appropriate accounting and disclosure policies;
- Maintain its independence from the day-to-day operation of the Council;
- Monitor existing corporate policies and recommend for consideration any new corporate policies it considers necessary to prohibit unethical, questionable or illegal activities;
- Advise Council regarding its management of its strategic risks;
- Promote the need for public accountability of managers to Council, the ratepayers and other interested parties;
- Support measures to improve managerial performance and internal controls and the minimisation of risks and fraud.

Audit Committee Charter

3. PROCEDURE STATEMENT

3.1 COMPOSITION

The Audit Committee will comprise of three (3) members of which at least two (2) members shall be Councillors as appointed by Council. The Chair of the Committee is to be selected by Council in accordance with the requirements of the *Local Government Regulation 2012* and must have significant experience and skills in financial matters;

As stipulated in Section 211 of the *Local Government Regulation 2012*, the quorum for this Committee shall be at least half the number of members with a minimum of two members. The chairperson shall preside or if the chairperson is absent, the member chosen by the members present as chairperson for the meeting presides.

The Mayor has a standing invitation to attend the meetings. Non-Member Councillors may attend in observer mode but must first request confirmation from the Chair regarding planned attendance, in advance of the meeting.

Non-voting attendees include the Chief Executive Officer and the internal auditor who will be required to attend meetings of the Audit Committee by standing invitation. Other Council officers will be invited by the Audit Committee to attend committee meetings as and when required to assist the Committee.

The Queensland Audit Office and its representatives have an open invitation to attend each meeting.

3.2 INDEPENDENCE AND ACCESS

The Audit Committee will need to liaise closely with management and internal and external auditors to carry out its responsibilities. However, the Audit Committee has neither executive authority nor responsibility in implementing any of its recommendations.

The Audit Committee will exercise a monitoring and review role over financial and other reporting, internal control, risk, ethics and compliance with laws and policies.

The Audit Committee shall endeavour to resolve any disagreements between management and the auditor on financial reporting.

The Audit Committee may recommend seeking advice from independent experts, including the appointment of an independent internal auditor, as it considers necessary, to execute its duties and responsibilities. Requests shall be forwarded through the Chief Executive Officer.

The Audit Committee has the authority to seek any information it requires from any person employed by Council or business units controlled by Council. Requests shall be forwarded through the Chief Executive Officer.

3.3 RESPONSIBILITIES

There is an expectation that the Audit Committee will report any matter identified during the course of carrying out its duties to the attention of the Council.

The general responsibilities of the Audit Committee are provided below, however Council may from time to time require the Audit Committee to perform or undertake other such tasks or actions.

Audit Committee Charter

Control and Policies

- Evaluate and monitor the integrity, adequacy and effectiveness of finance, administrative and operating systems and policies and procedures through communication with, and reports from management, external and internal auditors;
- Monitor the standard of corporate governance and ethical considerations;
- Monitor compliance with statutory, regulatory and policy obligations; and
- Review the operation of an accounting and financial control and risk environment.

Financial Reporting

- Review the accuracy and timeliness of all financial information and the inclusion of all appropriate disclosures;
- Review any changes in accounting practices or policies or material change in accounting treatment;
- Review and make recommendations as to issues in relation to end-of-year financial statements, context of monthly reports and internal and external reports; and
- Review the Council's financial status and performance.

Internal and External Audit

- Review the planned scope of the internal and external auditors to ensure they are adequate to detect any weaknesses in internal control, risk, or unethical behaviour;
- Review the draft of Council's financial statements for the preceding financial year before the statements are certified and given to the Auditor-General;
- Oversee Council's external audit and consider the audit findings and the response by management to the auditor's management letter;
- Endorse internal audit plans;
- Review internal audit reports and findings; and
- Review the implementation of recommendations made by internal and external auditors.

Risk Management

- Review whether management has in place a current and comprehensive risk management framework and associated procedures for effective identification and management of the financial and business risks, including fraud;
- Review whether a sound and effective approach has been followed in developing strategic risk management plans for major projects or undertakings;
- Review whether a sound and effective approach has been followed in establishing Council's business continuity planning arrangements, including whether disaster recovery plans have been tested periodically;

Reviews

- Review the Audit Committee Policy and Charter every four years, or as required by Council, and recommend changes if required;
- Review the Council's Fraud and Corruption Prevention Policy and Guidelines and ensure appropriate processes and systems are in place to capture and effectively investigate fraud related information;
- Provide guidance in the development and implementation of risk management systems.
- Undertake a probity role as directed by the chief executive officer such as, but not limited to, probity checks on significant tender processes.

3.4 TERMS OF MEMBERSHIP

Councillors will be appointed to the Committee for the term of the Council unless otherwise removed by a resolution of full Council or acceptance of a resignation. In the event of a Councillor resigning his/her position on the Committee, the full Council will nominate a Councillor to fill the vacant position.

Audit Committee Charter

An external member shall be appointed for a period of two years, with an option to extend for one year. Appointments of external members shall be made by way of a public advertisement; an evaluation of candidates and a recommendation for appointment put to Council.

The external member may not be a Council officer, employee or contractor. They should have significant experience and skills in financial matters and be conversant with the role of internal audit, enterprise risk management principles and the financial and other reporting requirements of local governments.

The evaluation of potential external members will be undertaken by the Mayor or a nominated Councillor; Chief Executive Officer and if appropriate the Audit Committee Chair taking account of the experience of candidates and their likely ability to apply appropriate analytical and strategic management skills.

3.5 MEETINGS AND REPORTING

The Audit Committee shall meet as often as it determines, but not less than two times per year. A meeting shall be scheduled to enable the consideration of the annual audited financial statements. An additional meeting may be called to enable the consideration of the annual audited financial statements and on consideration of the Chief Executive Officer and the Audit Committee Chair for specific issues as required.

The Chairperson shall determine the agenda in conjunction with Council staff and circulate it prior to each meeting and attend to all meeting arrangements including arrange a minute taker for the meetings.

The Audit Committee shall review all audit reports and any recommendations arising from these reviews shall be tabled to Council for consideration.

All matters discussed and all material provided at Audit Committee meetings is to be considered as confidential in nature and be treated as such, in accordance with Section 275 of the *Local Government Regulation 2012*.

The Chairperson of the Audit Committee shall attend a Council meeting on an annual basis to formally report on the progress of the Audit Committee.

Meetings shall be conducted in accordance with the Mareeba Shire Council Handbook for Advisory Committees.

4. REPORTING

The Audit Committee will report to the next scheduled Council meeting, following each Audit Committee meeting.

5. DEFINITIONS

Probity - proactively demonstrating that procurement processes are robust and the outcome is beyond reproach. Probity requires acting such a way that there can be no perception of bias, influence or lack of integrity. This requires ethical conduct that exceeds the legal requirements. In the context of local government, Probity offers transparency and protection to councillors, officers and the organisation as a whole, particularly in regards to reputational risk.

6. RELATED DOCUMENTS AND REFERENCES

Local Government Act 2009

Local Government Regulation 2012

Financial and Performance Management Standard 2009

Audit Committee Policy

Audit Committee Charter

7. REVIEW

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

8.12 FINANCIAL STATEMENTS PERIOD ENDING 30 SEPTEMBER 2019**Date Prepared:** 1 October 2019**Author:** Manager Finance**Attachments:** 1. Budgeted Income Statement by Fund [↓](#)**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with an overview of financial matters for the period 1 July 2019 to 30 September 2019.

RECOMMENDATION

That Council note the financial report for the period ending 30 September 2019.

BACKGROUND

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

For the period ending 30 September 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. The surplus is due to the rates notices being issued in August 2019.

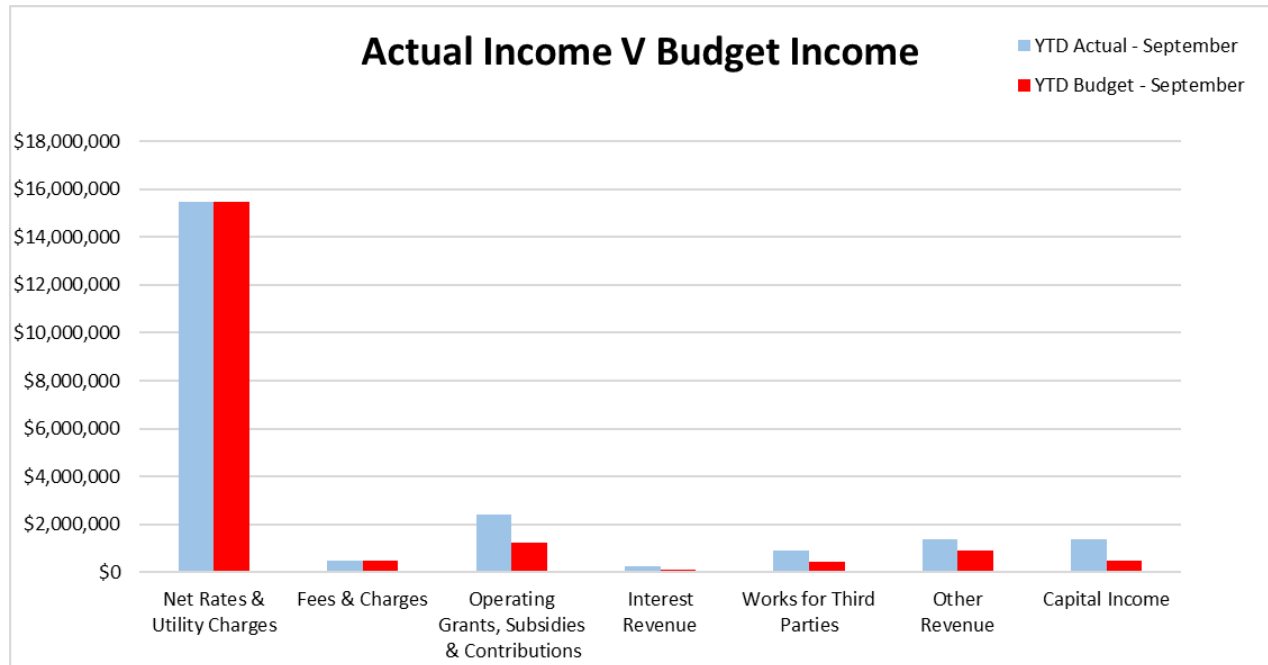
September 2019 - Snapshot

Total Operating Income	\$	20,963,934
Total Operating Expenditure	\$	14,189,482
Operating Surplus/(Deficit)	\$	6,774,452
Total Capital Income (grants, developer contributions)	\$	1,367,302
Net Result - Surplus/(Deficit)	\$	8,141,754

Income Analysis

Total income (including capital income of \$1,367,302) for the period ending 30 September 2019 is \$22,331,236 compared to the YTD budget of \$19,179,329.

The graph below shows actual income against budget for the period ending 30 September 2019.



	Actual YTD	Budget YTD	Note
Net Rates & Utility Charges	15,487,792	15,467,457	
Fees & Charges	500,976	486,779	
Operating Grants, Subsidies & Contributions	2,406,471	1,262,695	1
Interest Received	275,210	125,127	
Works for Third Parties	900,487	447,750	2
Other Revenue	1,392,998	899,473	3
Capital Income	1,367,302	490,048	4

Notes:

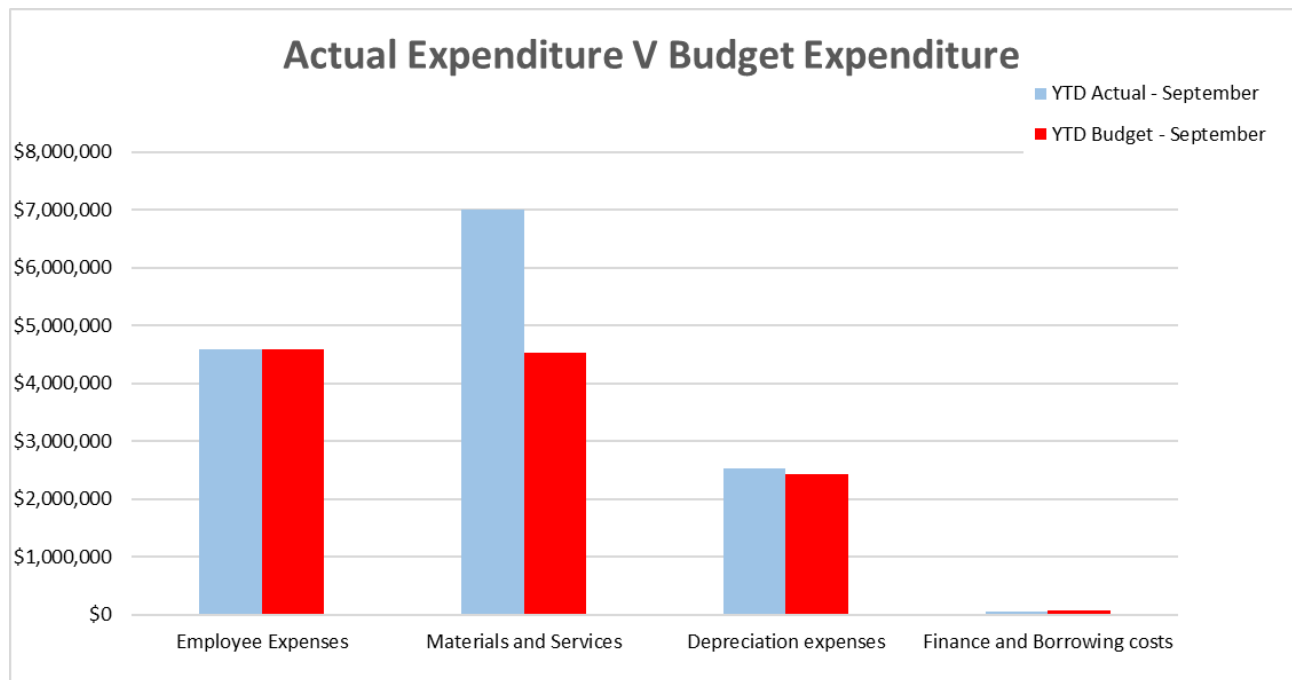
1. Favourable variance is in relation to NDRRA income received for the 2018 event (\$1.02M). This is not budgeted but offset against expenditure incurred.
2. Favourable result due to 3rd party works which are not budgeted for. The associated costs form part of the operational expenses which were also not budgeted for. The net impact of these additional works is likely to be a small surplus.
3. Favourable variance due to the balance of payments for the sale of land at Mareeba Industrial Estate (\$494k).

4. Council has received \$1.3M in capital grants (Ootann Road, Barang Street pump station, Cedric Davies Community Hub) and an additional \$43k in developer contributions which are not reflected in the budget.

Expenditure Analysis

Total expenses for the period ending 30 September 2019 is \$14,189,482 compared to the YTD budget of \$11,634,640.

The graph below shows actual expenditure against budget for the period ending 30 September 2019.



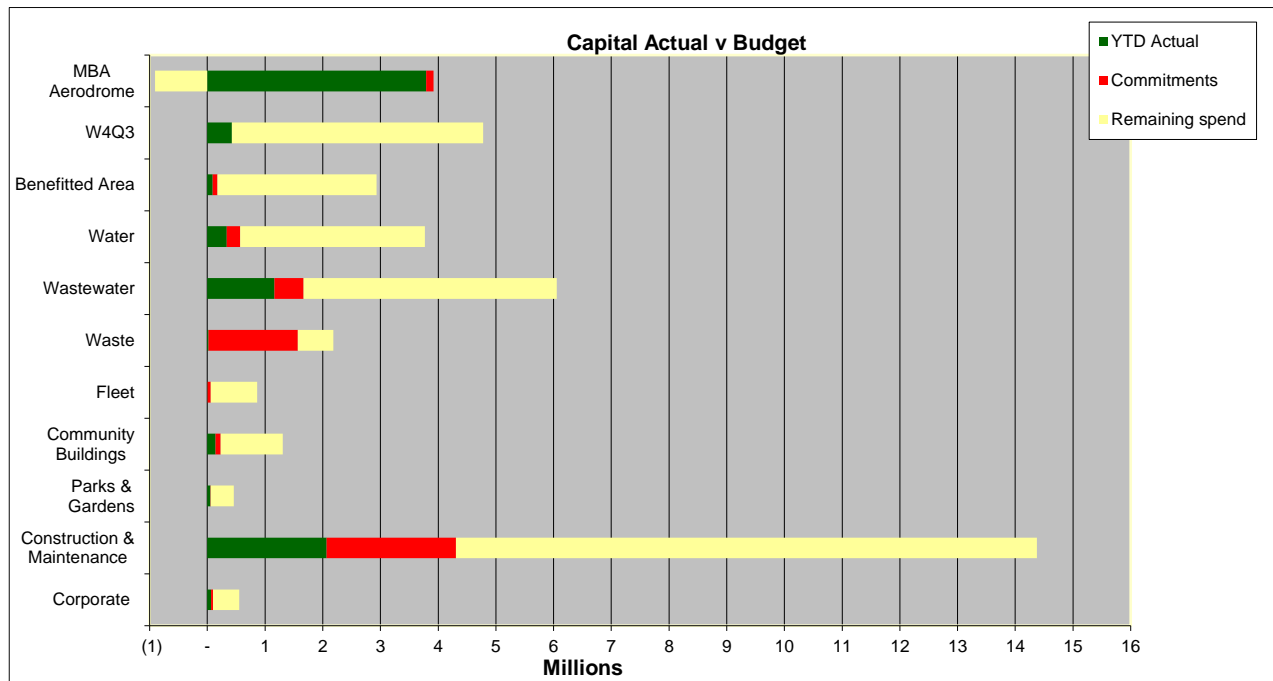
	Actual YTD	Budget YTD	Note
Employee expenses	4,586,712	4,588,200	
Materials & Services	7,009,916	4,534,680	1
Depreciation expenses	2,533,246	2,432,469	
Finance & Borrowing costs	59,608	79,291	

Notes:

1. The majority of the variance relates to NDRRA expenditure and additional 3rd party works. This is offset by the additional income.

Capital Expenditure

Total capital expenditure of \$13,160,694 (including commitments) has been spent for the period ending 30 September 2019 against the 2019/20 adjusted annual capital budget of \$40,272,570. This budget figure now includes carry overs from 2018/19 of \$8,373,114 and new and additional funds required for 2019/20 capital projects of \$4,517,728.



The negative remaining spend for the Mareeba Aerodrome represents additional costs relating to on-ground conditions (rock and unsuitable subgrade), the construction of a parallel taxiway and provisional works for compliance with CASA requirements. Final project costs and funding alternatives will be prepared for Council in due course.

Loan Borrowings

Council's loan balance is as follows:

QTC Loan - Mareeba Sewerage Treatment Plant	\$4,384,054
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Rates and Sundry Debtors Analysis

Rates and Charges

The total rates and charges payable as at 30 September 2019 are \$3,115,521 which is broken down as follows:

Status	30 September 2019		30 September 2018	
	No. of properties	Amount	No. of properties	Amount
Valueless land	17	866,592	77	2,606,183
Payment Arrangement	213	268,412	204	235,326
Collection House	200	884,018	170	734,062
Exhausted – awaiting sale of land	10	130,267	10	103,032
Sale of Land	-	-	-	-
Other (includes current rates)	882	966,232	973	1,142,567
TOTAL	1,322	3,115,521	1,434	4,821,170

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.

As per Councils Debt Recovery Policy, a total of 1,232 first reminder notices were sent on 23 September, for a total value of \$3,293,113. These reminder notices provide an additional 14 days to pay the outstanding amount.

Any properties with an outstanding balance of \$50 or greater will be sent to Collection House for recovery. Collection House collected \$33,564 for the month of September 2019.

Council Officers are currently reviewing valueless land properties and will prepare a report for the next Council meeting. The procedure will take up to 12 months to complete.

Sundry Debtors

The total outstanding for Sundry Debtors as at 30 September 2019 is \$1,467,243 which is made up of the following:

Current	30 days	60 days	90 + days
\$1,372,019	\$9,945	\$4,790	\$80,489
93.5%	0.68%	0.32%	5.5%

The majority of the current total relates to the third party works invoice to the 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.

IMPLEMENTATION/COMMUNICATION

Nil

Budgeted Income Statement by Fund 2019/20 Budget

Consolidated

	Actual YTD	Budget YTD	2019/20 Budget
Revenue			
Rates and utility charges	16,447,210	16,464,207	32,928,414
Less Discounts and Pensioner Remissions	(959,418)	(996,750)	(1,993,500)
Net Rates and Utility Charges	15,487,792	15,467,457	30,934,914
Fees and Charges	500,976	486,779	1,245,717
Operating Grants and Subsidies	2,055,100	1,032,529	7,215,763
Operating Contributions	351,371	230,166	920,662
Interest Revenue	275,210	125,127	500,509
Works for Third Parties	900,487	447,750	1,791,000
Other Revenue	1,392,998	899,473	3,628,870
Total Operating Revenue	20,963,934	18,689,281	46,237,435
Expenditure			
Employee Expenses	4,586,712	4,588,200	18,329,611
Materials and Services	7,009,916	4,534,680	13,393,002
Depreciation expense	2,533,246	2,432,469	9,729,879
Finance and Borrowing costs	59,608	79,291	317,163
Total Operating Expenses	14,189,482	11,634,640	41,769,655
Operating Surplus/(Deficit)	6,774,452	7,054,641	4,467,780
Capital Income			
Capital Contributions	43,118	-	-
Capital Grants and Subsidies	1,324,184	490,048	10,428,798
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	1,367,302	490,048	10,428,798
Net Result	8,141,754	7,544,689	14,896,578

Budgeted Income Statement by Fund 2019/20 Budget

General

	Actual YTD	Budget YTD	2019/20 Budget
Revenue			
Rates and utility charges	9,055,064	8,972,475	17,944,951
Less Discounts and Pensioner Remissions	(959,418)	(996,750)	(1,993,500)
Net Rates and Utility Charges	8,095,646	7,975,725	15,951,451
Fees and Charges	498,036	486,779	1,245,717
Operating Grants and Subsidies	2,055,100	1,032,529	7,215,763
Operating Contributions	1,541	-	-
Interest Revenue	136,009	72,500	290,000
Works for Third Parties	868,799	435,750	1,743,000
Other Revenue	1,048,678	462,823	1,860,270
Total Operating Revenue	12,703,808	10,466,106	28,306,201
Expenditure			
Employee Expenses	4,179,792	4,120,099	16,494,992
Materials and Services	5,121,953	2,146,713	4,407,198
Depreciation expense	1,678,347	1,621,255	6,485,022
Finance and Borrowing costs	25,998	46,250	185,000
Total Operating Expenses	11,006,090	7,934,317	27,572,212
Operating Surplus/(Deficit)	1,697,718	2,531,789	733,989
Capital Income			
Capital Contributions	23,503	-	-
Capital Grants and Subsidies	1,044,869	490,048	8,626,298
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	1,068,372	490,048	8,626,298
Net Result	2,766,090	3,021,837	9,360,287

Budgeted Income Statement by Fund 2019/20 Budget

Waste

	Actual YTD	Budget YTD	2019/20 Budget
Revenue			
Rates and utility charges	1,913,535	1,903,299	3,806,598
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	1,913,535	1,903,299	3,806,598
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	29,840	12,500	50,000
Works for Third Parties	-	-	-
Other Revenue	266,166	417,400	1,669,600
Total Operating Revenue	2,209,541	2,333,199	5,526,198
Expenditure			
Employee Expenses	121,226	113,104	393,821
Materials and Services	684,752	1,095,793	4,365,426
Depreciation expense	85,718	51,321	205,285
Finance and Borrowing costs	-	-	-
Total Operating Expenses	891,696	1,260,218	4,964,532
Operating Surplus/(Deficit)	1,317,845	1,072,981	561,666
Capital Income			
Capital Contributions	4,422	-	-
Capital Grants and Subsidies	54,314	-	190,000
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	58,736	-	190,000
Net Result	1,376,581	1,072,981	751,666

Budgeted Income Statement by Fund 2019/20 Budget

Wastewater

	Actual YTD	Budget YTD	2019/20 Budget
Revenue			
Rates and utility charges	2,488,983	2,477,187	4,954,374
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	2,488,983	2,477,187	4,954,374
Fees and Charges	2,941	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	46,127	21,250	85,000
Works for Third Parties	-	750	3,000
Other Revenue	19,906	11,250	45,000
Total Operating Revenue	2,557,957	2,510,437	5,087,374
Expenditure			
Employee Expenses	112,500	132,143	536,235
Materials and Services	393,456	458,625	1,635,815
Depreciation expense	400,780	370,427	1,481,708
Finance and Borrowing costs	33,611	33,041	132,163
Total Operating Expenses	940,377	994,236	3,785,921
Operating Surplus/(Deficit)	1,617,580	1,516,201	1,301,453
Capital Income			
Capital Contributions	5,793	-	-
Capital Grants and Subsidies	225,000	-	462,500
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	230,793	-	462,500
Net Result	1,848,373	1,516,201	1,763,953

Budgeted Income Statement by Fund 2019/20 Budget

Water

	Actual YTD	Budget YTD	2019/20 Budget
Revenue			
Rates and utility charges	2,821,201	2,943,658	5,887,316
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	2,821,201	2,943,658	5,887,316
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	32,293	6,250	25,000
Works for Third Parties	31,688	11,250	45,000
Other Revenue	27,741	8,000	32,000
Total Operating Revenue	2,912,923	2,969,158	5,989,316
Expenditure			
Employee Expenses	150,208	200,892	815,254
Materials and Services	728,412	734,340	2,712,759
Depreciation expense	349,865	367,973	1,471,893
Finance and Borrowing costs	-	-	-
Total Operating Expenses	1,228,485	1,303,205	4,999,906
Operating Surplus/(Deficit)	1,684,437	1,665,953	989,410
Capital Income			
Capital Contributions	9,400	-	-
Capital Grants and Subsidies	-	-	1,150,000
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	9,400	-	1,150,000
Net Result	1,693,837	1,665,953	2,139,410

Budgeted Income Statement by Fund 2019/20 Budget

Benefited Area

	Actual YTD	Budget YTD	2019/20 Budget
Revenue			
Rates and utility charges	168,428	167,588	335,175
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	168,428	167,588	335,175
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	349,830	230,166	920,662
Interest Revenue	30,941	12,627	50,509
Works for Third Parties	-	-	-
Other Revenue	30,506	-	22,000
Total Operating Revenue	579,705	410,381	1,328,346
Expenditure			
Employee Expenses	22,956	21,963	89,309
Materials and Services	81,343	99,209	271,804
Depreciation expense	18,536	21,493	85,972
Finance and Borrowing costs	-	-	-
Total Operating Expenses	122,835	142,665	447,085
Operating Surplus/(Deficit)	456,870	267,716	881,261
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	-	-	-
Net Result	456,870	267,716	881,261

8.13 COMMUNITY HOUSING RESOURCES

Date Prepared: 2 October 2019
Author: Senior Community Wellbeing Officer
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement of the continuation of the current temporary staffing arrangements for Council's Community Housing Service to 30 June 2020.

RECOMMENDATION

That Council approves the continuation of the staffing arrangements for the Community Housing Service to 30 June 2020, to be funded by the Community Housing operational budget and reserve, which will involve:

1. An extension of the full-time Level 3 Community Housing Officer contract until 30 June 2020; and
2. An extension of the part-time Level 4 Senior Community Housing Officer contract until 30 June 2020.

BACKGROUND

Prior to October 2018, the Community Housing Service was delivered by a 0.9 FTE Level 3 Community Housing Officer position, with supervision by the Senior Community Wellbeing Officer.

In August 2018, Council approved the appointment of a temporary part-time (0.9FTE) Level 4 Senior Community Housing Officer for 12 months and an increase to 0.4FTE of the Senior Community Wellbeing Officer allocation to the community housing service. The additional staffing was approved to manage the increase in workload due to the additional compliance and tenancy service demands. Whilst inroads have been made, efficiencies implemented, and milestones achieved, further unforeseen work remains to the end of the financial year, including:

- Ongoing increased tenancy needs and issues due to ageing tenants and increase in tenancy turnover is placing more demands on the delivery of the tenancy management service.
- Implementation of the Community Housing Asset Management Plan (CHAMP);
- Implementation of recommendations of the Service Level Review that was conducted by the Department of Housing and Public Works (DHPW) on 20th September 2019;
- Re-accreditation under QSR SCH which has been postponed from June 2019 to May 2020 by the Qld Govt; and
- Overseeing and assisting an appointed consultant to conduct the feasibility study into the future options for the Community Housing Service.

Department of Housing and Public Works advice is that Council is delivering the service in a very efficient and effective manner with less staffing resources than other providers with a portfolio of 108 units.

Therefore, it is recommended that the current increased staffing arrangements are extended to 30 June 2020 and reviewed during the budget planning for 2020/21, when the outcomes of the Future Options Study will be known.

RISK IMPLICATIONS

Legal and Compliance

Council requires adequate resourcing to address the compliance requirements of the DHPW Service Review, Queensland State Regulatory System for Community Housing and *Housing Act 2003* including the Community Housing Asset Management Plan.

FINANCIAL AND RESOURCE IMPLICATIONS

Operating

The recommended staffing structure to 30 June 2020 will increase the operational cost of the community housing service by \$81,920. All costs associated with the extension of the current staffing arrangements will be met by the community housing operational budget and Reserve.

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

The additional expense will be funded through the rent receipts - either through the operational budget or the community housing Reserve, in accordance with the DHPW Allowable Expenditure & Surplus Policy.

LINK TO CORPORATE PLAN

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

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

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

IMPLEMENTATION/COMMUNICATION

Council's Organisational Development Department will formalise the extension of staff contracts.

Council's Finance Department will update the Community Housing Budget Pack 2019/20. No external or public reporting is recommended.

8.14 ADOPTION OF MIWATER AUTOMATIC METER READ SOFTWARE SOLUTION

Date Prepared: 8 October 2019

Author: Manager Systems and Customer Officer

Attachments: Nil

EXECUTIVE SUMMARY

Council is seeking to migrate the existing on premises information system that deals with Automatic Meter Reading (AMR) data to a Cloud service provider as per Council's ICT Strategy and as part of the broader Technology One Software as a Service (SaaS) adoption project.

The provider of the existing AMR hardware, Taggle Systems, now provides an integrated software system (MiWater) that will fulfil this role.

RECOMMENDATION

That Council endorse the adoption of Taggle MiWater cloud hosted Automatic Meter Reading (AMR) software system.

BACKGROUND

Council currently operates an Automatic Meter Reading (AMR) system provided by Taggle Systems. This broadly comprises of a device attached to each water meter that records water consumption and reports such on an hourly basis to a centralised database, managed by Taggle. Twice a day this data is delivered to Council to inform such processes as leak detection, network maintenance, customer enquiries and water billing.

Council has previously developed and continues to maintain an on premises information system to receive, process and present this data for use. This system comprises of a large database and substantial amount of custom programming. The system integrates heavily with Council's property system - Technology One, Property and Rating (P&R).

In 2017, Council adopted an ICT Strategy that advocates a 'cloud first' approach, in which on premises information systems will be migrated to the cloud where and when it is practicable to do so. Council's P&R system, along with all other Technology One products, has been identified for such a move, with work currently underway for a migration in 1st quarter 2020.

The current AMR system cannot be relocated with P&R and must either be moved to another cloud service provider or remain on premises.

Ideally Council would decommission its customised/bespoke system and adopt an industry delivered cloud solution.

Taggle MiWater

MiWater was initially developed by Mackay Regional Council as an AMR system to suit their specific needs. The product has recently been acquired by Taggle Systems, who now possess an end-to-end solution consisting of meter hardware, radio network and related software system.

The system is delivered as a cloud offering, utilising industry standard technologies. It provides a suitable 'interface' to allow for the continued integration with P&R.

MiWater provides for all the functionality required by Council and represents a direct replacement and enhancement to the current in-house system.

Benefits

MiWater offers a number of benefits to Council:

- Supports Council's ICT strategy - Council has endorsed a policy which requires a migration of all information systems to the cloud. MiWater represents the ideal cloud delivery model as it is a SaaS solution.
- Maintained by Taggle - there is no reliance on 'in house' software development to ensure the continued and correct operation of the system, therefore reducing the risk borne by Council. Taggle will continue to develop the product over time, introducing improved and more efficient functionality.
- Provides for 'value add' functionality, such as network flow analysis for reporting and analytics, utilising the historic consumption data.
- Provides a mobility solution allowing for the accurate capture of field network maintenance operations.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Five mobility devices to support water operations would be required at a total cost of \$15,000.

Is the expenditure noted above included in the current budget?

Yes

Operating

An initial (once off) setup fee of \$21,000 is applicable, with an initial (ongoing) annual fee of \$14,000, derived from the total number of deployed meters.

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

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

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

Implementation work will be performed by both Taggle Systems and Council's Business Systems section.

9 INFRASTRUCTURE SERVICES

9.1 CAPITAL PROJECT PRIORITISATION AND DECISION MAKING 2020/21

Date Prepared: 30 September 2019

Author: Strategic Project Officer

Attachments: 1. Project Prioritisation Tool (PPT) Proposed Criteria 2020/21 [↓](#)

EXECUTIVE SUMMARY

The Project Prioritisation Tool (PPT) criteria and risk assessment methodology for prioritising infrastructure projects has been reviewed. This report provides the updated criteria for Council's consideration as part of the 2020/21 Capital Works Program development.

RECOMMENDATION

That Council adopts the updated Project Prioritisation Tool (PPT) criteria and risk assessment methodology for prioritising capital works projects for 2020/21.

BACKGROUND

Council generates approximately \$31.7M in net rates and utility charges and owns approximately \$505M (written down value) of assets that are managed to deliver services to the community. Council also receives other funding including grants which brings the total operating revenue to approximately \$47 million.

Like most local government authorities, Council has limited funds available for Capital Works projects. To address this issue, the International Infrastructure Management Manual provides several methods for prioritising projects, of which Council regularly uses two (2). The first method is a multi-criteria analysis which is part of Council's Project Prioritisation Tool (PPT, Attachment 1), and the second method is a risk assessment using Council's Enterprise Risk Management Framework.

The Project Prioritisation Tool relies on predetermined criteria and weighting specific to asset classes. No changes are proposed to these for 2020/21 as compared with the 2019/20 PPT.

Asset Management Principles for Capital Investment Decision Making

Why does Council invest in assets?

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

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

Grant Applications Project Prioritisation

It is proposed that when capital investment decisions for grant programs are made, the Project Prioritisation Tool and the 2020/21 Capital Works Program methodology are considered.

Project Prioritisation Tool - MSC Methodology for Prioritising Capital Projects*Multi-criteria Analysis*

Each criterion is prepared with a five (5)-point rating system that is weighted at Council's discretion to achieve a priority or appraisal score which is used to rank the projects within the program.

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

Each year, Council officers review the criteria used to evaluate projects and where appropriate recommend improvements for Council's consideration. This year it is recommended to continue to focus on objective criteria where possible and include condition data from our expanded asset condition inspection programs. There are no changes proposed to project appraisal criteria for 2020/21 compared with the criteria used in 2019/20.

Risk Rating Development

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

Capital Works Planning

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

Table 1 Template Capital Project Proposal Appraisal Summary

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

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

1										
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DISCRETIONARY

2										
3										
4										

References

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

RISK IMPLICATIONS**Financial**

The PPT will inform Capital Works proposals for 2020/21.

Environmental

Environmental risk implications associated with capital projects are considered within the risk management component of project prioritisation.

Infrastructure and Assets

The PPT sets the criteria for assessing and prioritising replacement and upgrading infrastructure and assets. In addition to the appraisal criteria, infrastructure and asset risk implications associated with capital projects are also considered within the risk management component of project prioritisation.

Political and Reputational

Political and reputational risk implications associated with capital projects are considered within the risk management component of project prioritisation.

Legal and Compliance

Legal and compliance risk implications associated with capital projects are considered within the risk management component of project prioritisation.

Health and Safety

Health and safety risk implications associated with capital projects are considered within the risk management component of project prioritisation.

Service Delivery and IT

Service delivery and IT risk implications associated with capital projects are considered within the risk management component of project prioritisation.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Legal compliance and policy risk implications associated with capital projects are considered within the risk management component of project prioritisation.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

The PPT Criteria will provide the framework for Council officers to assess and prioritise projects for Council review.

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.

Roads Criteria

Criteria	Rating/Interpretation			Weighting
Condition	1	Very Good	All components free of defects and structure well maintained. Only planned maintenance required.	20%
	2	Good	Minor maintenance required plus planned maintenance. Free of defects affecting performance, integrity and durability. Approximately 20 - 40% of useful life consumed.	
	3	Fair	Defects affecting durability which require monitoring and/or maintenance. Significant maintenance required to return to accepted level of service. Approximately 40 - 60% of useful life consumed.	
	4	Poor	Defects affecting performance and structural integrity. Renewal or upgrade required. Approximately 60 - 80% of useful life consumed.	
	5	Very Poor/Unsafe	Unserviceable. Requires urgent attention, life and property at risk. 80 - 100% of useful life consumed.	
Safety	Number and severity of crashes or proactive treatment.			15%
	1	Very Low	Low risk	
	2	Low	Proactive	
	3	Medium	1 casualty crash in the last 5 years	
	4	High	2 casualty crashes in the last 5 years	
Traffic (Annual Average Daily Traffic)	1	< 10		15%
	2	10 to 50		
	3	51 to 150		
	4	151 to 300		
	5	> 300		
Heavy Vehicle %	1	0-5%		15%
	2	5%-15%		
	3	15%-25%		
	4	25%-35%		
	5	>35%		
Whole of Life Cost Impact	Renew our existing assets before improving service levels to reduce WOLC impact on annual budget.			20%
	1	Expansion of road network (new road and/or upgrading from gravel to bitumen).		
	2	Upgrade or widening to improve service level to road users and/or adjacent properties.		
	3	Rehabilitation and proactive upgrade to protect existing road pavement where deterioration is commencing (eg bitumen edge dropoff).		
	4	Rehabilitation and upgrade to protect existing road pavement where significant deterioration has occurred and is impacting on safety (eg eroding and narrowing of pavement).		
Criticality	Road hierarchy to demonstrate how critical the road is to the community (using the Lower Order Road Design Guidelines to further define Rural Secondary Access criticality).			15%
	1	Rural Secondary Access (Local Access)		
	2	Rural Secondary Access (Minor Road) or Urban Access		
	3	Primary Access or Industrial Access		
	4	Collector		
	5	Arterial		
				100%

Bridges Criteria

Criteria	Rating/Interpretation		Weighting
Condition	Ability to perform its primary function recognised by a condition index.		45%
	1	Very Good All components free of defects and structure well maintained. Only planned maintenance required. Approximately 0 - 20% of useful life consumed.	
	2	Good Minor maintenance required plus planned maintenance. Free of defects affecting performance, integrity and durability. Approximately 20 - 40% of useful life consumed.	
	3	Fair Defects affecting durability which require monitoring and/or maintenance. Significant maintenance required to return to accepted level of service. Approximately 40 - 60% of useful life consumed.	
	4	Poor Defects affecting performance and structural integrity. Renewal or upgrade required. Approximately 60 - 80% of useful life consumed.	
	5	Very Poor/Unsafe Unserviceable. Requires urgent attention, life and property at risk. 80 - 100% of useful life consumed.	
Heavy Vehicle Usage	1	0-5%	15%
	2	5%-15%	
	3	15%-25%	
	4	25%-35%	
	5	>35%	
Average Annual Daily Traffic Count (AADT)	Number of vehicles per day		10%
	1	< 10	
	2	10 to 50	
	3	51 to 150	
	4	151 to 300	
	5	> 300	
Detour Distance	Urban		20%
	1	Very Low Detour >0km & <1km	
	2	Low Detour >1km & <5km	
	3	Medium Detour >5km & <10km	
	4	High Detour >10km	
	5	Very High No alternate access	
	Rural		
	1	Detour >0km & 5km	
	2	Detour >5km & <15km	
	3	Detour >15km & <30km	
	4	Detour >30km & <50km	
	5	Detour over 50km or no alternative	
Height of Bridge	1	Under 1 metre	10%
	2	1 - 2 metres	
	3	2.1 - 3 metres	
	4	3.1 - 4 metres	
	5	over 4 metres	
			100%

Drainage Criteria

Criteria	Rating/Interpretation			Weighting
Properties Affected	Score		Properties affected	25%
	1	Very Low	0 - 2	
	2	Low	3 - 5	
	3	Medium	6 - 10	
	4	High	11 - 15	
	5	Very High	> 15	
Risk to Council or other public assets	What would happen to other public assets the drain is protecting if the project doesn't proceed? Risk assessed with Likelihood and Consequence rating using ISO 31000:2009			25%
	1	Low Risk. Manage by routine procedures		
	2	Medium Risk. Planned action required (ie. Make safe and include in forward programs)		
	3	High Risk. Prioritised action required (ie. Make safe and program in current/next program).		
	4	Very High Risk. Immediate Corrective Action required.		
Condition	1	Very Good	All components free of defects and structure well maintained. Only planned maintenance required. Approximately 0 - 20% of useful life consumed.	25%
	2	Good	Minor maintenance required plus planned maintenance. Free of defects affecting performance, integrity and durability. Approximately 20 - 40% of useful life consumed.	
	3	Fair	Defects affecting durability which require monitoring and/or maintenance. Significant maintenance required to return to accepted level of service. Approximately 40 - 60% of useful life consumed.	
	4	Poor	Defects affecting performance and structural integrity. Renewal or upgrade required. Approximately 60 - 80% of useful life consumed.	
	5	Very Poor/Unsafe	Unserviceable. Requires urgent attention, life and property at risk. 80 - 100% of useful life consumed.	
Functionality	1	Very Good	No soil erosion and/or water draining freely.	25%
	2	Good	Minor soil erosion and/or mild water ponding, water drains in a reasonable timeframe.	
	3	Fair	Moderate erosion and/or some periods of water detention.	
	4	Poor	Significant soil erosion and/or long periods of water detention. Structural damage on other assets expected in the medium term.	
	5	Very Poor	Significant soil erosion with imminent structural damage impact on other assets and/or very long periods of water detention.	
				100%

Traffic Facilities Criteria

Criteria	Rating/Interpretation		Weighting	
Safety	Risk level from Road Safety Review, Number and severity of reported incidents, road geometry issues.		30%	
	1	Very Low		
	2	Low		
	3	Medium		
	4	High		
Traffic (Annual Average Daily Traffic)	5	Very High	25%	
	1	< 10		
	2	10 to 50		
	3	51 to 150		
	4	151 to 300		
Community Concern	5	> 300	15%	
	Number of Customer Requests received.			
	1	Very Low		1 resident or customer request.
	2	Low		>1 to <3 residents writing or customer requests
	3	Medium		>3 to <10
Cost Effectiveness	4	High	>10 to <20	
	5	Very High	>20 residents or petition.	
	Takes account of population served and the benefits by proceeding with the project.		15%	
	1	Very Low		
	2	Low		
3	Medium			
4	High			
Strategic Significance	5	Very High	15%	
	Strategic Significance to Council.			
	1	Supplementary		Does not provide a public focus for Council, and is not a key area for Council activities.
	2	Secondary		Does not provide a public focus for the Council.
	3	Standard		Provides a regular focus for the Council.
	4	Intermediate	Provides an important public focus for the Council.	
	5	Premium	Provides a key public focus for the Council, and is a defining icon of Council service.	
			100%	

Parking Criteria

Criteria	Rating/Interpretation		Weighting
Access Improvement	Will improve accessibility to Council facilities, schools, tourism attractions, business centres and public amenities.		40%
	1	Very Low	
	2	Low	
	3	Medium	
	4	High	
	5	Very High	
Safety Improvement	Safety improvement for pedestrians.		30%
	1	No improvement.	
	2		
	3	Moderate improvement. Protected on street car parking.	
	4		
	5	Major improvement to safety. Off street carpark separated from traffic flows.	
Strategic Significance	Strategic Significance to Council.		30%
	1	Supplementary	
	2	Secondary	
	3	Standard	
	4	Intermediate	
	5	Premium	
			100%

Footpaths Criteria

Criteria	Rating/Interpretation			Weighting	
Condition	1	Very Good	All components free of defects and structure well maintained. Only planned maintenance required. Trip hazards <5mm. Approximately 0 - 20% of useful life consumed.	30%	
	2	Good	Minor maintenance required plus planned maintenance. Free of defects affecting performance, integrity and durability. Trip hazards 5mm-10mm. Approximately 20 - 40% of useful		
	3	Fair	Defects affecting durability which require monitoring and/or maintenance. Significant maintenance required to return to accepted level of service. Trip hazards 10mm-15mm. Approximately 40 - 60% of useful life consumed.		
	4	Poor	Defects affecting performance and structural integrity. Renewal or upgrade required. Trip hazards 15mm-20mm. Approximately 60 - 80% of useful life consumed.		
	5	Very Poor/Unsafe	Unserviceable. Trip hazards >20mm. Requires urgent attention. 80 - 100% of useful life consumed.		
Connectivity	Will improve connectivity by providing a direct link to community services, businesses and public amenities. Enhances the network by filling an existing gap/missing link.			30%	
	1	Very Low	No connectivity (standalone pathway).		
	2	Low	Access to local park.		
	3	Medium	Access between residential areas.		
	4	High	Access from residential areas to health services, schools, shops, major parks and Council facilities.		
	5	Very High	Access between health services, schools, shops, major parks and Council facilities.		
	Whole of Life Cost (WOLC)	Renew our existing assets before improving service levels to reduce WOLC impact on annual budget.			30%
		1	Expansion of footpath network (new footpath).		
		2			
		3	Concreting of existing Council maintained gravel pathway.		
4					
5	100% renewal of existing footpath (rehabilitation).				
Strategic Significance	1	Supplementary	Does not provide a public focus for Council, and is not a key area for Council activities.	10%	
	2	Secondary	Does not provide a public focus for the Council.		
	3	Standard	Provides a regular focus for the Council.		
	4	Intermediate	Provides an important public focus for the Council.		
	5	Premium	Provides a key public focus for the Council, and is a defining icon of Council service.		
				100%	

Parks Criteria

Criteria	Rating/Interpretation	Weighting
Environmental and/or Public Health Impact	Projects will contribute to the natural and built environment and improve public health outcomes.	10%
	1 Very Low Contribution/Improvement	
	2 Low Impact Contribution/Improvement	
	3 Medium Impact Contribution/Improvement	
	4 High Impact Contribution/Improvement	
Utilisation	5 Very High Impact Contribution/Improvement	25%
	Utilisation of Recreation facility.	
	1 Very Low	
	2 Low	
	3 Medium	
Maintenance	4 High	
	5 Very High	
	Annual maintenance cost reduction by proceeding with the project.	25%
	1 No Impact \$0	
	2 Low Impact \$0 & < \$1,000	
	3 Minor Impact \$1,000 & < \$2,500	
	4 Moderate Impact \$2,500 & < \$5,000	
Condition	5 Major Impact \$5,000	
	Condition	25%
	1 Very Good Approximately 0 - 20% of useful life consumed.	
	2 Good Approximately 20 - 40% of useful life consumed.	
	3 Fair Approximately 40 - 60% of useful life consumed.	
	4 Poor Approximately 60 - 80% of useful life consumed.	
Strategic Significance	5 Very Poor/Unsafe 80 - 100% of useful life consumed.	
	Strategic Significance of Park to the Council.	15%
	1 Supplementary Does not provide a public focus for Council, and is not a key area for Council activities.	
	2 Secondary Does not provide a public focus for the Council.	
	3 Standard Provides a regular focus for the Council.	
	4 Intermediate Provides an important public focus for the Council.	
	5 Premium Provides a key public focus for the Council, and is a defining icon of Council service.	
		100%

Facilities Criteria

Criteria	Rating/Interpretation		Weighting
Environmental and/or Public Health Impact	Projects will contribute to the natural and built environment and improve public health outcomes.		10%
	1	Very Low Contribution/Improvement	
	2	Low Impact Contribution/Improvement	
	3	Medium Impact Contribution/Improvement	
	4	High Impact Contribution/Improvement	
	5	Very High Impact Contribution/Improvement	
Utilisation	Assessing the use of the facility. (Average People/Year)		15%
	1	Very Low	
	2	Low	
	3	Medium	
	4	High	
	5	Very High	
Whole of Life Cost	Renew our existing assets before improving service levies to reduce WOLC impact on our annual budget.		30%
	1	Expansion of Facilities portfolio - new facility	
	2	Upgrade or expansion of a facility to improve service level to the community.	
	3	Renewal and proactive upgrade to protect existing facility where deterioration is commencing.	
	4	Renewal and upgrade to protect existing facility where significant deterioration has occurred and is impacting on safety.	
	5	100% renewal of existing facility	
Functionality and Condition	Ability to perform its primary function		30%
	1	Very Good	
	2	Good	
	3	Fair	
	4	Poor	
	5	Very Poor/Unsafe	
Strategic Significance	Condition		15%
	1	Approximately 0 - 20% of useful life consumed.	
	2	Approximately 20 - 40% of useful life consumed.	
	3	Approximately 40 - 60% of useful life consumed.	
	4	Approximately 60 - 80% of useful life consumed.	
	5	80 - 100% of useful life consumed.	
Strategic Significance	Strategic Significance of building to the Council.		15%
	1	Supplementary	
	2	Secondary	
	3	Standard	
	4	Intermediate	
	5	Premium	
			100%

Community Housing Criteria

Criteria	Rating/Interpretation		Weighting
Environmental Impact	Projects will contribute to the natural and built environment, consider sustainable principle and energy efficiencies taking into consideration greenhouse gas emissions, water management, waste management and biodiversity.		10%
	1	High Negative	
	2	Low Negative Impact	
	3	Neutral Impact	
	4	Low Positive Impact	
	5	High Positive Impact	
Health, Wellbeing and Safety	Projects will benefit the health, wellbeing and safety of community housing residents.		20%
	1	No Benefit	
	2	Slight Benefit	
	3	Minor Benefit	
	4	Moderate Benefit	
	5	Major Benefit	
Maintenance	Annual maintenance cost reduction by proceeding with the project.		20%
	1	No Reduction	
	2	Slight Reduction	
	3	Minor Reduction	
	4	Moderate Reduction	
	5	Major Reduction	
Functionality and Condition	Ability to perform its primary function		30%
	1	Very Good (\$5)	
	2	Good (\$4)	
	3	Fair (\$3)	
	4	Poor (\$2)	
	5	Very Poor/Unsafe (\$1)	
Strategic Significance	Condition		20%
	1	Approximately 0 - 20% of useful life consumed.	
	2	Approximately 20 - 40% of useful life consumed.	
	3	Approximately 40 - 60% of useful life consumed.	
	4	Approximately 60 - 80% of useful life consumed.	
	5	80 - 100% of useful life consumed.	
Strategic Significance	Strategic Significance of building to the Council. Add 1 point if project/building is		20%
	1	Supplementary Does not provide a public focus for Council, and is not a key area for Council activities.	
	2	Secondary Does not provide a public focus for the Council.	
	3	Standard Provides a regular focus for the Council.	
	4	Intermediate Provides an important public focus for the Council.	
	5	Premium Provides a key public focus for the Council, and is a defining icon of Council service.	
			100%

Aerodromes Criteria

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

Water Criteria

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

Wastewater Criteria

Criteria	Rating/Interpretation		Weight		
Risk	What would happen if Council did nothing? Risk assessed with Likelihood and Consequence rating using ISO 31000:2009 Risk Management Standard.		25%		
	1 Low Risk	Manage by routine procedures			
	2 Medium Risk	Planned action required (i.e. Make safe and include in forward programs)			
	3 High Risk	Prioritised action required (i.e. Make safe and program in current/next program)			
	4 Very High Risk	Immediate Corrective Action required.			
Condition/ Capacity of surrounding assets to service the need	Condition of the current asset		Capacity to service the need.	25%	
	1 Very Good	Excellent physical condition, Observable deterioration is insignificant. No adverse service reports.	1 Very good ability to service the need.		
			2 Good ability to service the need.		
	2 Good	Observation or testing indicates that asset is meeting all service requirements. Minor deterioration observed.	3 Fair ability to service the need.		
			4 Poor ability to service the need.		
	3 Fair	Moderate deterioration evident. Minor components or isolated sections need replacement or repair now but not affecting short term structural integrity.	5 Very poor ability to service the need.		
	4 Poor	Serious deterioration and significant defects affecting structural integrity. Asset is now moving into zone of failure.			
	5 Very Poor/ Unsafe	Failed or failure imminent. Immediate need to replace most or all of asset.			
	Criticality	This gives priority to renew sewer mains and pumps that would have the greatest impact on the community if they fail.			50%
		1 Insignificant Impact	No part of the wastewater reticulation network or treatment plant is considered insignificant.		
2 Minor Impact		100mm connection for small area (5 or less domestic connections) where wastewater could temporarily (1 day) be removed by truck. For a treatment plant, it would be a minor impact if there is a spare or a temporary work-around available.			
3 Moderate Impact		100mm connection for small area (more than 5 domestic connections) where wastewater could not temporarily be removed by one truck or more than 1 day. For a treatment plant, it would be a moderate impact if it is not a critical control point and there is no spare available.			
4 High Impact		Entire pump station catchment impacted or substantial proportion of CBD impacted. Trunk Main or Major Pump Station. For treatment plants this would include any critical control point asset that would impact treatment but not initiate a bypass.			
5 Very High Impact		Entire wastewater scheme impacted or entire CBD impacted. Treatment Plant or CBD Trunk Main or Major Pump Station for CBD. Essential service such as but not limited to hospitals, schools, aged care facilities. For treatment plants this would include any critical control point that results in a bypass.			
			100%		

Waste Criteria

Criteria	Rating/Interpretation	Weighting	
Risk	What would happen if Council did nothing? Risk assessed with Likelihood and Consequence rating using ISO 31000:2009 Risk Management Standard.	20%	
	1 Low Risk Manage by routine procedures		
	2 Medium Risk Planned action required (i.e. Make safe and include in forward programs)		
	3 High Risk Prioritised action required (i.e. Make safe and program in current/next program)		
	4 Very High Risk Immediate Corrective Action required.		
Utilisation	Assessing the use of the facility. Cubic metres of waste per year.	20%	
	1 Very low <2000t		
	2 Low >2000t but <5000t per year		
	3 Medium >5000t but <20000t per year		
	4 High >20000t but <50000t		
Condition/ Capacity of surrounding assets to service the need	Condition of the current asset	Capacity to service the need.	20%
	1 Very Good Excellent physical condition, Observable deterioration is insignificant. No adverse service reports.	1 Very good ability to service the need.	
		2 Good ability to service the need.	
	2 Good Observation or testing indicates that asset is meeting all service requirements. Minor deterioration observed.	3 Fair ability to service the need.	
		4 Poor ability to service the need.	
	3 Fair Moderate deterioration evident. Minor components or isolated sections need replacement or repair now but not affecting short term structural integrity.	5 Very poor ability to service the need.	
	4 Poor Serious deterioration and significant defects affecting structural integrity. Asset is now moving into zone of failure.		
	5 Very Poor/ Unsafe Failed or failure imminent. Immediate need to replace most or all of asset.		
Criticality	This gives priority to transfer station and landfill assets that would have the greatest impact on the community if they fail, are inaccessible or service is interrupted.	40%	
	1 Insignificant Impact No interruption or delays to service.		
	2 Minor Impact Failure of critical asset components that interrupts or delays Council providing the service at the site for up to 1 day.		
	3 Moderate Impact Failure of critical asset components that interrupts or delays Council providing the service at the site for less than 1 week.		
	4 High Impact Failure of critical asset components that interrupts or delays Council providing the service at the site for greater than 1 week.		
	5 Very High Impact Very high number of ratepayers using transfer station or trench. Failure of critical asset components that stops Council providing the service at the site.		
		100%	

Fleet Criteria

Criteria	Rating/Interpretation	Weighting
Risk	What would happen if Council did nothing? Risk assessed with Likelihood and Consequence rating using ISO 31000:2009 Risk Management Standard.	20%
	1 Low Risk Manage by routine procedures	
	2 Medium Risk Planned action required (i.e. Make safe and include in forward programs)	
	3 High Risk Prioritised action required (i.e., Make safe and program in current/next program)	
	4 Very High Risk Immediate Corrective Action required.	
Age	Age of vehicle compared to industry benchmark age for replacement	10%
	1 1 - 2 years above industry benchmark age for replacement	
	2 3 - 4 years above industry benchmark age for replacement	
	3 5 - 6 years above industry benchmark age for replacement	
	4 7 - 8 years above industry benchmark age for replacement	
	5 More than 8 years above industry benchmark age for replacement	
Condition/ Capacity of other vehicles or machines to service the need.	Condition of the current asset	Capacity of other vehicles or machines to service the need.
	1 Very Good Excellent physical condition. Observable deterioration is insignificant. No adverse service reports.	1 Very good ability to service the need.
		2 Good ability to service the need.
	2 Good Observation or testing indicates that asset is meeting all service requirements. Minor deterioration observed.	3 Fair ability to service the need.
		4 Poor ability to service the need.
	3 Fair Moderate deterioration evident. Minor components need replacement or repair now but not affecting short term structural integrity.	5 Very poor ability to service the need.
	4 Poor Serious deterioration and significant defects affecting structural integrity. Asset is now moving into zone of failure.	
	5 Very Poor/Unsafe Failed or failure imminent. Immediate need to replace most or all of asset.	
Criticality	This gives priority to replace vehicles and machinery that are utilised the most and would have the greatest impact on the community if they fail.	50%
	1 Insignificant Impact Low Utilisation. Another vehicle could be substituted. No impact on service delivery.	
	2 Minor Impact Low Utilisation. Another vehicle could be substituted. Low impact on service delivery.	
	3 Moderate Impact Moderate Utilisation. No spares. Some impact on service delivery.	
	4 High Impact High Utilisation. No spares. Rapid impact on service delivery or high cost to hire a replacement.	
	5 Very High Impact Very High Utilisation. No spares. Immediate impact on service delivery or very high cost to hire a replacement.	
		100%

9.2 LONG TERM ASSET MANAGEMENT PLAN UPDATE

Date Prepared: 10 October 2019

Author: Strategic Project Officer

Attachments: 1. Long Term Asset Management Plan 2020-2029 [↓](#)

EXECUTIVE SUMMARY

The Long Term Asset Management Plan 2019 - 2028 was adopted in October 2018. This report provides an updated plan including expenditure forecasts from the updated Long Term Financial Plan for Council's review and adoption in accordance with section 104 of the *Local Government Act 2009*.

RECOMMENDATION

That Council adopts the updated Long Term Asset Management Plan 2020 - 2029.

BACKGROUND

Council manages assets with a current replacement cost of \$580 million, to deliver fundamental services for the ongoing prosperity, liveability and sustainability of the Shire. The assets include transport; water; wastewater; waste; community housing; aviation and industrial facilities; office buildings and depots; parks and gardens; plant and fleet. Striking an optimal balance between affordability, levels of service and risk management of these assets is key to achieving Council's Corporate Vision of, "A growing, confident and sustainable Shire".

The Long Term Asset Management Plan (LTAMP) has been developed in accordance with the requirements of the *Local Government Act 2009* and *Local Government Regulation 2012*, referencing the International Infrastructure Management Manual (IIMM). It is consistent with the Long Term Financial Plan 2020 - 2029, which was adopted by Council at the Ordinary Meeting of 19 June 2019.

The LTAMP demonstrates how Council will meet its legislative requirements in relation to asset management over the next 10 years, with the objective of maintaining financial and infrastructure capital over the long term. The plan provides background information around asset management and our legislative requirements as well as an overview of our strategic framework, asset management principles and community aspirations; the state of our assets, service levels, future demand, lifecycle management, a financial summary and an assessment of our asset management maturity. The plan then provides strategies to ensure the sustainable management of assets in our asset register.

The strategies together with the Long Term Financial Plan are intended to ensure officers can provide frank and transparent advice to inform Council's expenditure decisions. This will support an optimal balance between affordability, levels of service and risk management in the pursuit of ongoing prosperity, liveability and sustainability for the people of the Mareeba Shire.

RISK IMPLICATIONS**Financial**

The LTAMP will improve Council's financial and infrastructure capital sustainability.

Infrastructure and Assets

This plan sets the framework for management of infrastructure and assets.

Legal and Compliance

A Long-Term Asset Management Plan is required under the *Local Government Act 2009* and *Local Government Regulation 2012*.

Legal/Compliance/Policy Implications

A Long Term Asset Management Plan is required under the following legislation:

Local Government Act 2009

s4 (2) The local government principles are—

- (a) transparent and effective processes, and decision-making in the public interest; and
- (b) sustainable development and management of assets and infrastructure, and delivery of effective services; and
- (c) democratic representation, social inclusion and meaningful community engagement; and
- (d) good governance of, and by, local government; and

s104 Financial management systems

(5)(a) The system of financial management established by a local government must include—

- (i) a 5-year corporate plan that incorporates community engagement;
- (ii) a long-term asset management plan;
- iii) a long-term financial forecast;
- (iv) an annual budget including revenue statement;
- (v) an annual operational plan.

Local Government Regulation 2012

s167 Preparation of long-term asset management plan

- (1) A local government must prepare and adopt a long-term asset management plan.
- (2) The long-term asset management plan continues in force for the period stated in the plan unless the local government adopts a new long-term asset management plan.
- (3) The period stated in the plan must be 10 years or more.

s168 Long-term asset management plan contents

A local government's long-term asset management plan must—

- (a) provide for strategies to ensure the sustainable management of the assets mentioned in the local government's asset register and the infrastructure of the local government; and
- (b) state the estimated capital expenditure for renewing, upgrading and extending the assets for the period covered by the plan; and (c) be part of, and consistent with, the long-term financial forecast.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

The Long-Term Asset Management Plan is consistent with the Long Term Financial Plan.

Operating

The Long-Term Asset Management Plan is consistent with the Long Term Financial Plan.

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 plan will be published on Council's website and development of individual asset management plans are currently underway.



Long Term Asset Management Plan

2020—2029



DOCUMENT REVISION HISTORY

This document is Version 2.0, of the Long-Term Asset Management Plan and covers the period 2020-2029.

Date	Revision details
March 2017	Long Term Asset Management Plan Version 1, covering the period 2017-2026 adopted by Council.
21 November 2018	Long Term Asset Management Plan Version 2.0 Adopted by Council. Major update including updated Long Term Financial Plan capital renewal and upgrade figures for the period 2019-2028, Enterprise Risk Management Framework and incorporation of Asset Management Policy into the body of the LTAMP.
October 2019	Long Term Asset Management Plan Version 2.1. Minor update including updated Long-Term Financial Plan capital renewal and upgrade figures for the period 2020-2029.

Review Date:	June 2020
Date Adopted:	

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1. Executive Summary

Mareeba Shire Council (MSC) manages assets with a current replacement cost of \$580M, to deliver fundamental services for the ongoing prosperity, liveability and sustainability of the shire. The assets include transport; water; wastewater; waste; community housing; aviation and industrial facilities; office buildings and depots; parks and gardens; plant and fleet. Striking an optimal balance between affordability, levels of service and risk management of these assets is key to achieving Council's Corporate Vision of, *"A growing, confident and sustainable Shire"*.

The Long-Term Asset Management Plan (LTAMP) has been developed in accordance with the requirements of the Local Government Act 2009 and Local Government Regulation 2012, referencing the International Infrastructure Management Manual (IIMM). It is consistent with the Long Term Financial Plan 2020-2029 with the objective of maintaining financial and infrastructure capital over the long term.

The LTAMP demonstrates how Mareeba Shire Council will meet its legislative requirements in relation to asset management over the next ten years. The plan provides background information around asset management and our legislative requirements as well as an overview of our strategic framework, asset management principles and community aspirations; the state of our assets, service levels, future demand, lifecycle management, a financial summary and an assessment of our asset management maturity. The plan then provides strategies to ensure the sustainable management of assets in our asset register.

The strategies together with the Long Term Financial Plan are intended to ensure officers can provide frank and transparent advice to inform Council's expenditure decisions. This will support an optimal balance between affordability, levels of service and risk management in the pursuit of ongoing prosperity, liveability and sustainability for the people of the Mareeba Shire.



Photo 1 Mareeba Wastewater Treatment Plant

2. Legislation

This document has been prepared to demonstrate how Mareeba Shire Council intends to meet the asset management requirements of the *Local Government Act 2009* ('The Act') and the *Local Government Regulation 2012*. According to the Act, local governments must establish a system of financial management that includes a long-term asset management plan (*Local Government Act 2009.s104*).

Under the *Local Government Regulation 2012.s167-168*:

S167

- (1) Councils must prepare and adopt a long-term asset management plan.
- (2) The long-term asset management plan continues in force for the period stated in the plan unless the local government adopts a new long-term asset management plan.
- (3) The period stated in the plan must be 10 years or more.

And;

S168

The contents of the long-term asset management plan must:

- (a) provide for strategies to ensure the sustainable management of the assets mentioned in the local government's asset register and the infrastructure of the local government; and
- (b) state the estimated capital expenditure for renewing, upgrading and extending the assets for the period covered by the plan; and
- (c) be part of, and consistent with, the long-term financial forecast.



Photo 2 Mareeba Swimming Pool - New Kiosk and Change Rooms

3. Overview

Strategic Framework

There are several planning documents that help Council achieve the community's desired outcomes. This plan is prepared under the guidance of the Corporate Plan, Community Plan, Local Government Infrastructure Plan and Long Term Financial Plan. This Long-Term Asset Management Plan establishes our asset management principles together with our current practices; and develops strategies to ensure the sustainable management of our assets. The plan also provides the estimated capital expenditure for renewal, upgrade and extension of assets for the period 2020-2029 and is consistent with the long-term financial forecast.



Figure 1 Our Asset Management Strategic Framework

Asset Management Principles

Council aims to strike an optimal balance between affordability, levels of service and risk management to maintain our financial and infrastructure capital over the long term and support Council's Vision of *"A growing, confident and sustainable Shire"*.

Where possible, funding will provide some flexibility for Council to assess and plan priority projects. However, where there are funding constraints, statutory obligations for safety across each asset class should take precedence.

Our principal focus areas for asset management are:

1. Understand the risk profile associated with Mareeba Shire Council's asset portfolio;
2. Correlate agreed service levels with available funds to justify planned expenditure to the community and government stakeholders;
3. Affordability for the whole community;

so that Council can:

4. Ensure infrastructure and financial capital sustainability by:
 - Understanding the business consequences of reducing capital or maintenance budgets over a ten-year period; and
 - Facilitating appropriate project prioritisation and deferral to meet budget constraints

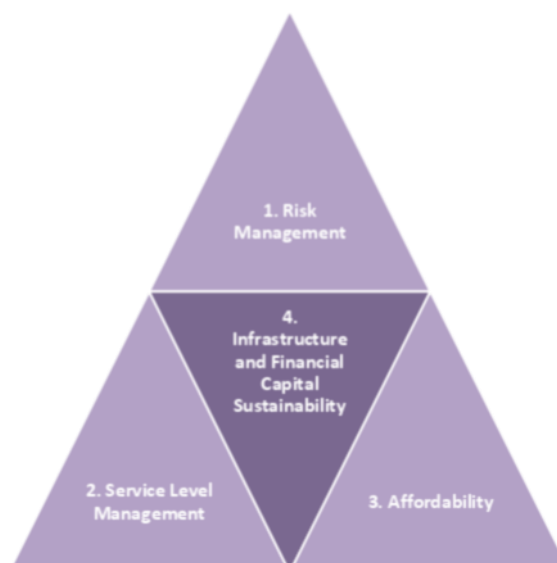


Figure 2 Asset Management Principles

Community Aspirations

Council engages with the community through reference groups, user groups and through Councillor representation.

Requests for maintenance and capital works are investigated and prioritised for consideration and scheduling as part of our maintenance works and potentially as a capital works proposal. Capital works proposals are assessed against a multi-criteria and risk assessment framework that is approved by Council on an annual basis prior to the Capital Works planning period.

Our community's aspirations have been through community meetings and grouped into the areas of Transport Networks, Water Waste and Wastewater, Community Facilities, Parks Open Spaces and Trails and Aviation Facilities & Industrial Estates. These aspirations are summarised in Figure 3.

Transport networks

- Are well maintained and upgraded with adequate capacity for future population, economic growth and enhanced community safety in a rural and remote shire.

Water, waste and wastewater

- Infrastructure meets the needs of our growing population and is managed sustainably.

Community facilities

- Support our growing and diverse population and enable safe, active, healthy, vibrant lifestyles.

Parks, open spaces and trails

- Foster health and wellbeing in our rural and remote towns and districts.

Aviation facilities and industrial estates

- Meet increased demand contribute to jobs and economic growth.

Figure 3 Community Aspiration Summary



Photo 3 Community Engagement

Asset Management Governance

Asset Management is an issue for everyone across the organisation. A team approach reduces the risk of silos being created and ensures that specialist skills are brought together effectively.

A multi-disciplinary asset management team has been established with the following responsibilities:

Councillors

- Act as custodians of community assets;
- Set and approve asset management plans with linkage to Council's Corporate Plan;
- Set levels of service, risk and cost standards based on the community's needs, legislative requirements and Council's ability to fund;
- Ensure asset investment decisions consider whole of life costs and balance the investment in new/upgraded assets with the required investment in asset renewal to meet specified levels of service; and
- Ensure appropriate resources for asset management activities are made available.

Chief Executive Officer and Executive Management Team

- Provide strategic direction and leadership;
- Review existing policies and develop new policies related to asset management; and
- Monitor and review performance of Council's managers and staff in achieving the asset management strategy.

Managers and Staff

- Work collaboratively to develop and implement asset management plans;
- Deliver levels of service to agreed risk and cost standards; and
- Manage infrastructure assets in consideration of long term sustainability.



Figure 4 Asset Management Governance

4. State of the Assets

Council generates approximately \$32M in net rates and utility charges and owns approximately \$580M (Current Replacement Cost) of assets that are managed to deliver services to the community. We also receive other funding including grants which brings our total operating revenue to approximately \$44M. Our assets are recorded and financially managed using Technology One. The following tables provide a snapshot of our assets and service delivery profile.

Table 1 Assets and Service Delivery Snapshot

Service	Assets	#	O&M Costs 2017/18
Transport	Roads (03.020)	2303 km	\$3,597,571
	Footpaths	41 km	
	Kerb & channel	118.5 km	
	Drainage	44.2 km	
	Bridges (03.030)	83	\$379,587
	Major Culverts	129	
	Minor Culverts	2262	
Facilities	Depots (02.117)	9	\$334,843
	Caravan Parks (05.333)	2	\$50,363
	Public Halls (05.334)	14	\$294,952
	Council Buildings (05.335)	53	\$972,215
	Community Housing (05.336)	108	\$809,490
	Mareeba Leagues Club (05.337)	1	\$173,483
	Swimming Pools (05.338)	3	\$569,293
	Industrial Estates (05.339)	1	\$29,494
	Aviation Facilities (03.089)	4	\$262,235
	TV Stations (05.341)	2	\$49,471
	Public Toilets (05.342)	28	\$243,266
Water	Treatment Plants (20,21,22,24.013)	4	\$3,102,503
	Reticulation (20,21,22,23,24.014)		\$1,532,251
	Reservoirs		
	- Number	15	
	- Drinking Water Storage Volume	27.19 ML	
	Pump Stations	17	
Wastewater	Water Mains	247.4 km	
	Treatment Plants (10,11.012)	2	\$1,561,652
	Reticulation (10,11.013)		\$1,620,911
	Pump Stations	30	
	Length sewerage mains	134.95 km	
	Manholes	1862	
Plant & Fleet	Plant and Fleet (03.100)	208	\$2,530,996
Waste	Landfills and trenches (04.114)	3	\$1,443,654
	Waste Transfer Stations (04.117)	8	\$1,279,569
Parks and Open Spaces	Parks & Rec Reserves (03.061)	150 ha	\$1,839,664
	Cemeteries (03.066)	10	\$107,388
TOTAL			\$22,784,860

Table 2 Capital Replacement, Residual Value and Depreciation

Asset Class	Current Replacement Cost	Residual Value	Depreciated Replacement Cost	Annual Depreciation Expense
Transport	\$ 321,769,135	\$ -	\$ 234,586,670	\$ 3,846,440
Facilities	\$ 92,722,216	\$ -	\$ 48,169,829	\$ 1,809,700
Water	\$ 80,821,119	\$ -	\$ 51,170,152	\$ 1,275,152
Wastewater	\$ 76,047,059	\$ -	\$ 59,127,179	\$ 1,165,016
Land	\$ 11,401,732	\$ -	\$ 11,401,732	\$ -
Fleet	\$ 6,203,798	\$ 870,000	\$ 3,462,285	\$ 580,306
Waste	\$ 4,985,652	\$ -	\$ 3,553,624	\$ 120,257
Other (IT, Office Equipment, Telecommunications)	\$ 3,427,818	\$ -	\$ 2,068,703	\$ 173,775
Parks & Open Spaces	\$ 2,240,830	\$ -	\$ 1,634,520	\$ 85,661
WIP	\$ -	\$ -	\$ 14,052,717	\$ -
Total	\$ 579,523,806	\$ 870,000	\$ 429,227,410	\$ 9,056,308

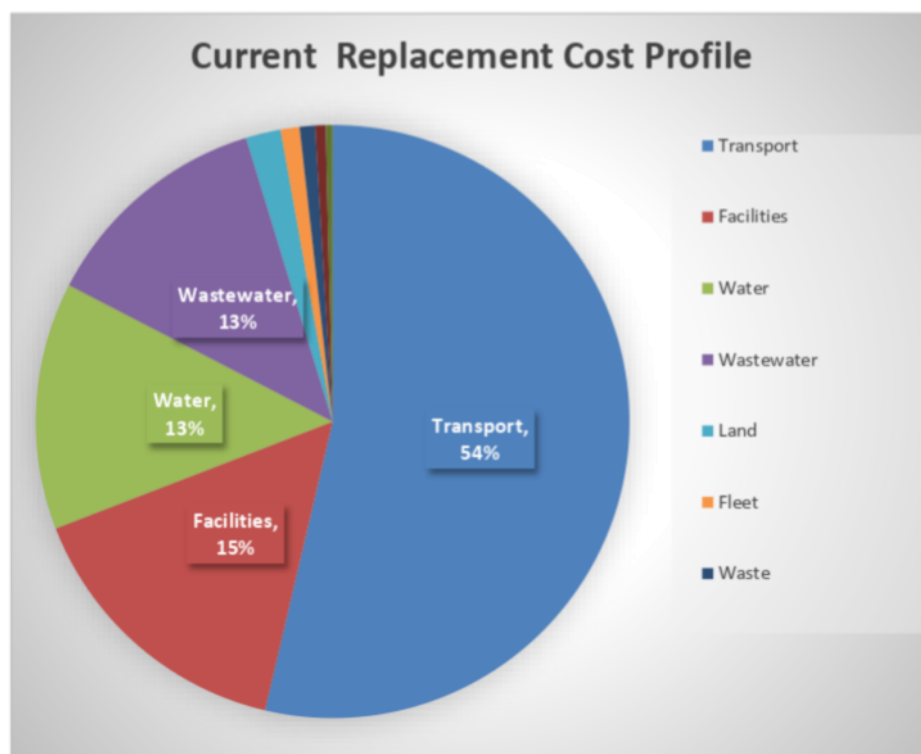


Figure 5 Asset Replacement Cost Profile

5. Service Levels

"Levels of service are the outputs a customer receives from Council. Level of Service statements describe what Council is intending to deliver, commonly relate to service attributes such as quality, reliability, responsiveness, sustainability, timeliness, accessibility and cost and *should be written in terms the end user can understand and relate to*". (IPWEA, 2011)

Documentation of levels of service are being developed through the asset management plan development for individual asset classes. The maturity of these levels of service documents vary between asset classes and are prioritised for improvement through annual asset management maturity assessments and the Operational Plan planning process.

Desired levels of service have been adopted by Council in MSC's Local Government Infrastructure Plan (Jacobs Pty Ltd, 2018).

We can maintain current levels of service for the next ten years based on current knowledge and projections in the Long-Term Financial Plan. However, caution is required when making capital investment decisions to avoid creating funding pressure from allocating funding to new projects, instead of maintaining and renewing existing assets (IPWEA, 2011). Further asset data verification and analysis has been prioritised by Council in the Operational Plan to confirm and formalise our current asset knowledge.



Photo 4 Mount Mulligan Road Intersection Upgrade

6. Future Demand

Demand Forecast

Population growth and ultimate residential development capacity are provided within the Local Government Infrastructure Plan (LGIP) and supporting documents. These were prepared in accordance with the requirements of the *Planning Act 2016* to assist Council's in its long-term asset and financial planning. (Jacobs Pty Ltd, 2018).

Table 3 Existing and Projected Population

	Existing and projected population			
Priority Infrastructure Area (PIA)	2016	2021	2026	2031
Chillagoe	188	195	203	212
Dimbulah	372	386	402	419
Kuranda	1,906	1,978	2,062	2,146
Mareeba	8,902	9,241	9,631	10,022
Total PIA	11,368	11,801	12,299	12,798
Total outside PIA	10,189	10,804	11,263	11,724
Total for area of Planning Scheme	21,557	22,605	23,562	24,522

(Jacobs Pty Ltd, 2018)

Demand Management

Demand for new services is managed through a combination of managing existing assets, upgrading existing assets, providing new assets to meet demand, including conditions on development applications to build new infrastructure and demand management. Demand management practices include non-asset solutions, insuring against risks and managing failures (NAMS and IPWEA, 2011). An example of how Mareeba uses non-asset demand management solutions is enacting water restrictions and encouraging water conservation methods during periods of drought.

Asset Planning

The LGIP establishes assumptions about future growth and urban development including the assumptions of demand for each trunk infrastructure network, the priority infrastructure areas and the desired standards of service for each trunk infrastructure network the desired standard of performance. Schedules of works for existing and future trunk infrastructure have been developed for water supply, wastewater, storm water, transport, public parks and land for community facilities (Jacobs Pty Ltd, 2018). The LGIP Schedules of Works inform the capital works planning processes and development approval conditions.

7. Lifecycle Management

Background Data

MSC uses Technology One to store asset data. Council has well developed asset registers including most core asset data such as asset ID, description, replacement value, depreciation, year of installation and essential financial reporting information.

“Asset condition is a measure of the asset's physical integrity. Information on asset condition underpins effective, proactive asset management programs by enabling prediction of maintenance, rehabilitation and renewal requirements. Asset condition is also critical to the management of risk, because it is linked to the likelihood that the asset will physically fail.” (IPWEA, 2011).

Condition assessments are currently managed differently depending on asset class and asset criticality. Condition assessments are scheduled to meet regulatory requirements and inform the capital renewal planning process. In addition to defect identification, an overall condition rating is assigned to the asset which is used to inform the capital renewal prioritisation process.

Table 4 Condition Rating Criteria

Score	Score Description	Criteria
1	Very Good	Approximately 0 - 20% of useful life consumed.
2	Good	Approximately 20 - 40% of useful life consumed.
3	Fair	Approximately 40 - 60% of useful life consumed.
4	Poor	Approximately 60 - 80% of useful life consumed.
5	Very Poor/Unsafe	Approximately 80 - 100% of useful life consumed.

(Mareeba Shire Council, 2017)

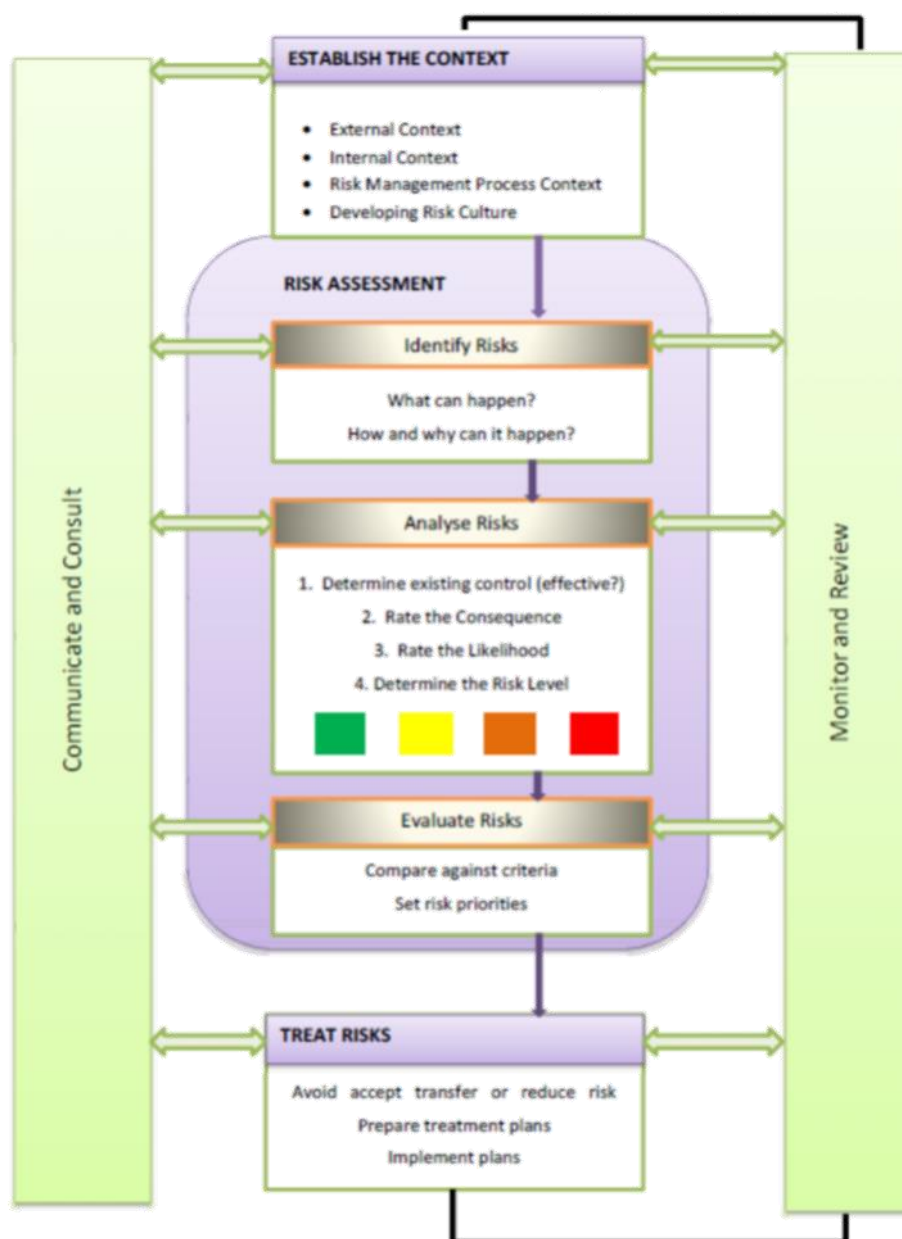
MSC has prioritised asset data verification, including condition assessment and defect identification, as a primary strategic focus area for improvement and this has been captured as an initiative in the Operational Plan 2018-19.

Risk Management

Asset risks are managed using Council's Enterprise Risk Management Framework, Policy and Process. AS/NZS ISO 31000 defines risks as events that may cause failure to achieve objectives. Risk management involves identifying risks, evaluating them and managing the risks. Mareeba Shire has completed initial network level risk assessments for each asset class and has used this to inform the development of the Project Prioritisation Tool.

In addition, for each capital project proposal, a basic risk assessment of the current situation to the Council and the community is completed. This shows the risk of 'doing nothing'. Risk is assessed by combining the likelihood of a risk occurring and the consequence of the risk should the event occur. This is consistent with the AS NZS ISO 31000:2009 Risk Management Standard.

Table 5 Summary of Council's Risk Management Process



(AS/NZS ISO 31000:2009)

Critical Assets

Critical assets are those which are the most important for delivering the required service, and/or have the highest consequences, but not necessarily a high likelihood, of failure (IPWEA, 2011). The failure impact factors currently considered in our risk management framework include Health and Safety, Environment, Financial, Service Delivery/IT, Infrastructure and Assets, Legal/Compliance and Political/Reputation (Mareeba Shire Council, 2017).

Critical assets are a primary focus of the individual asset management plans for prioritised risk treatment. For Mareeba Shire Council it is proposed that critical assets could include the assets identified in Table 6.

Table 6 Examples of Possible Critical Assets

Asset Class	Critical Assets	Likelihood of Failure	Consequence of Failure	Risk Rating
Transport	Bridges and Major Culverts	Rare	Catastrophic	Moderate
Water	Treatment Plants	Possible	Major	Significant
	Reservoirs	Possible	Major	Significant
	Trunk Mains	Possible	Major	Significant
Wastewater	Treatment Plants	Rare	Major	Moderate
	Pump Stations	Possible	Major	Significant
	Trunk Mains	Unlikely	Major	Moderate
Facilities	Aviation Facilities	Rare	Catastrophic	Moderate
Parks and Open Spaces	Playground Equipment	Unlikely	Major	Moderate
Waste	Mareeba Landfill	Unlikely	Major	Moderate

Operations and Maintenance Plans

"Maintenance includes all actions necessary for keeping an asset as near as possible to its original condition but excluding rehabilitation or renewal. Maintenance slows down deterioration and delays the need for rehabilitation or replacement. It ensures that Council can continue delivering the required level of service." (IPWEA, 2011)

Operations and Maintenance planning processes are tailored for each asset class to comply with relevant legislation and regulations. Operations and maintenance works are progressively being incorporated into the TechnologyOne Works Order module so that planned maintenance can be scheduled and tracked, and defects and unplanned maintenance can be recorded and analysed.

Capital Investment Decisions

MSC's Project Prioritisation Tool (PPT) is used to apply Council's adopted decision criteria to all potential projects. The PPT uses both a multicriteria analysis and risk assessment to inform capital investment decisions. This assessment is combined with remaining useful life, condition data and the LGIP Schedules of Works to form the basis of the 10 year works plan for each asset class. Projects are entered in the PPT from a variety of sources including condition assessments, asset register renewal data, community and Councillor requests. Council's initiative to verify asset data (see [Table 10 Strategy One: Develop our asset knowledge](#)) will improve the quality of information available to inform our capital investment decisions.

8. Financial Summary

"Financial and asset management should complement each other rather than there being a separation between the activities. Outputs from asset management strategies and activities should flow into financial management processes and vice versa. Much more financial information is typically required to properly manage assets than might be required to comply with regulatory or accounting standards" (IPWEA, 2011) .

Mareeba Shire's Long Term Financial Plan presents a point in time forecast, and whilst it complies with accounting standards and regulation, there is an identified opportunity to improve and ensure a seamless connection between the asset management strategies and activities and the long term financial plan. The central component of this improvement process is to undertake asset data verification, and this has been committed to by Council in the 2018-19 and 2019-2020 Operational Plans.

Table 7 Ten Year Capital Expenditure Forecast 2020-2029 (\$000)

Asset Class	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Buildings	3,599	983	1,010	1,037	1,564	1,093	1,122	1,151	1,182	1,194
Plant & equipment	781	581	598	616	682	652	671	690	712	732
Roads, drainage & bridges	13,291	8,201	8,436	8,679	8,928	9,186	9,451	9,721	9,986	10,274
Water	3,595	1,990	1,930	1,380	660	782	1,715	670	750	1,250
Sewerage	4,770	3,077	2,879	2,360	833	4,306	4,426	2,573	3,090	887
Parks and Gardens	535	73	75	77	80	82	84	84	86	88
Waste	465	109	112	116	120	123	127	127	131	134

(Mareeba Shire Council, 2019)

Table 8 Ten Year Operational Expenditure Forecast 2020-2029 (\$000)

Asset Class	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Buildings	1,745	1789	1833	1879	1926	1974	2024	2074	2126	2179
Plant & equipment	2,035	2086	2138	2191	2246	2302	2360	2419	2479	2541
Roads, drainage & bridges	4,192	4,296	4,404	4,514	4,627	4,743	4,861	4,983	5,107	5,235
Water	3,528	3,616	3,707	3,799	3,894	3,992	4,091	4,194	4,299	4,406
Sewerage	2,309	2,357	2,406	2,456	2,508	2,561	2,615	2,670	2,727	2,785
Parks and Gardens	3,678	3,770	3,865	3,961	4,060	4,162	4,266	4,372	4,482	4,594
Waste	4,759	4,878	5,000	5,125	5,253	5,384	5,519	5,657	5,798	5,943

(Mareeba Shire Council, 2019)

9. Asset Management Maturity

Our Asset Management Continuous Improvement Process is outlined in [Figure 6 Asset Management Continuous Improvement Process \(IPWEA, 2018\)](#).

The first step is to assess asset management performance. Council officers assess and review our asset management processes and documentation on an annual basis and identify improvement actions. The annual maturity assessment is based on the core Asset Management Plan Structure in the International Infrastructure Management Manual and is consistent with the Institute of Public Works Engineering Australia (IPWEA) NAMS.PLUS guidelines. The second step is moderation by the relevant Senior Management Team members, and then reporting to EMT so that priorities and methodology for improvements can be agreed.

The maturity assessment and improvement actions are captured in the TechnologyOne Database, including historical information, so that progression and improvements can be tracked. Key priorities are included in the Operational Plan (step three), so that delivery of the improvements (step four) can be monitored through formal corporate processes by Council (step five).



Figure 6 Asset Management Continuous Improvement Process (IPWEA, 2018).

Our goal is to work towards 'Core' asset management maturity, and strategies have been developed to commence this improvement progress. An Asset Management Plan at a 'Core' level of maturity contains asset data including: condition and performance information, description of services, service levels, critical assets, future demand forecasts, asset management processes, a ten-year financial forecast and a three-year improvement plan. This is considered the level of information needed to enable Council to meet the required level of service in the most cost-effective manner, through management of assets for present and future customers. It allows Council to look at the lowest long-

term cost rather than short term savings when making decisions. (IPWEA, 2011)

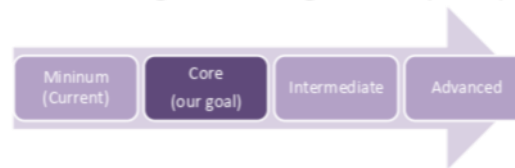


Figure 7 Asset Management Improvement Maturity Index (IPWEA, 2011)

The Asset Management Plan Structure is detailed in Table 9 (IPWEA, 2011) and questions have been developed to ascertain our progress.

Table 9 Asset Management Plan Structure and Maturity Review Questions

1. Levels of Service	
Customer research and expectations	<ul style="list-style-type: none"> Customer request (CR) history used? Community Plan information used?
Strategic and corporate goals	<ul style="list-style-type: none"> Do strategic and corporate goals reflect service delivery?
Legislative requirements	<ul style="list-style-type: none"> Referenced and being implemented?
Current levels of service (what we provide now)	<ul style="list-style-type: none"> Documented? Financial analysis complete? Target KPIs? Measured and reported?
Desired levels of service	<ul style="list-style-type: none"> Desired levels of service (what the community would like).
2. Future Demand	
Demand drivers	<ul style="list-style-type: none"> Considered? Documented?
Demand forecast	<ul style="list-style-type: none"> Are upgrades reactive or planned? Are PIP assets planned and budgeted?
Demand impact on assets	<ul style="list-style-type: none"> Demand analysis predicts changes in utilisation. Impacts of new & upgraded assets on existing assets considered?
Demand management plan	<ul style="list-style-type: none"> Any demand management processes in place or documented?
Asset programs to meet demand	<ul style="list-style-type: none"> Is there a long-term asset upgrade/new program identified to meet projected demand? Are any major projects identified formally or informally to meet expected demand increases?
3. Lifecycle Management	
Background Data	<ul style="list-style-type: none"> How current, reliable and complete is data (age, condition, capacity, performance, historical data). How easy is it to retrieve data in the format you require?
Risk Management Plan	<ul style="list-style-type: none"> Network level risk assessment complete? Critical assets and any other high-risk assets identified? Risk mitigation plan in place for these assets? Priority on critical assets for renewal over other asset renewals or upgrades?
Routine Operations and Maintenance Plan	<ul style="list-style-type: none"> Reactive or planned maintenance? Documented or captured in works orders? Maintenance cost forecasts informing the LTFP?
Renewal Plan	<ul style="list-style-type: none"> Has a 10-year forecast been prepared using: Asset useful lives checked against operational knowledge? Network level risk assessment informs asset renewals? Asset renewal plan documented? Or are renewals funded reactively (when they are failing)?
Creation/Acquisition/Upgrade Plan	<ul style="list-style-type: none"> Has a 10-year forecast been prepared based on demand analysis, condition assessment and risk management? Is the forecast optimised based on whole of life costing (including operating and maintenance expenditure), or are upgrades proposed in an ad-hoc manner? Is there any process in place to determine the cumulative consequences of asset growth?
Disposal Plan	<ul style="list-style-type: none"> Has an assessment of no longer required assets been completed and plans made to dispose or decommission?
Service Consequences and Risks	<ul style="list-style-type: none"> Have service consequences and risks associated with budget constraints (inability to complete identified projects) and been documented?
4. Financial Summary	
Financial Statements and Projections	<ul style="list-style-type: none"> Financial reporting shows historical trends and current position for operational / maintenance / renewal / upgrade / expansion costs.
Funding Strategy	<ul style="list-style-type: none"> Has 10-year renewal and upgrade forecast been matched to available funding? Have any methods of raising additional revenue or managing risks been identified for unfunded projects?
Valuation Forecasts	<ul style="list-style-type: none"> As per accounting standards.

Long Term Asset Management Plan 2020 - 2029

Financial Assumptions	• As per accounting standards.
Forecast Reliability and Confidence	• Reviews of useful life, residual method and depreciation method are carried out and documented annually. • All assets with remaining life of < 2 years are reviewed against forward works programs and useful/remaining life adjusted to recognise projected remaining life (in progress). • Asset reporting functionality
5. Improvement and Monitoring	
Asset Management Maturity	• Basic, core or advanced?
Improvement Program	• Any informal or documented improvements in place?
Monitoring and Review	• Are procedures monitored for compliance or reviewed for improvement?
Performance Measures	• Are identified KPI's collected, monitored and used for improvements?

10. Asset Management Strategies

Two strategies have been developed to mature Mareeba Shire Council's asset management processes and implement an integrated risk-based plan that delivers an optimal balance between affordability and levels of service.

Table 10 Strategy One: Develop our asset knowledge

Improvement Action	Desired Outcome	Council's Current Commitments	Corporate Plan Goal - Line of Sight
1.1 Further develop and annually review individual Asset Management Plans across the organisation.	Council adopted individual asset management plans.	Water, Wastewater, Bridges and Sealed Roads sub plans prepared. 2019/2020 Operational Plan Commitment to develop individual Asset Management Plans (AMPs) for Bridges, Sealed Roads, Aerodromes, Water and Footpaths.	FIN1 Long-Term Financial Plan that supports effective and sustainable financial management. Maintain and enhance long-term financial plans. All decisions should support Council's strategic direction of financial sustainability.
1.2 Develop sustainable and fair levels of service and performance monitoring framework with a clear line of sight to Corporate Goals.	Ensure that service levels are written in terms the end user can understand and relate to.	Water, Wastewater, Bridges and Sealed Roads sub plans prepared. 2019/2020 Operational Plan Commitment to develop individual Asset Management Plans (AMPs) for Bridges, Sealed Roads, Aerodromes, Water and Footpaths.	TCI1 Sustainable Infrastructure for the future. Maintain Council infrastructure that sustains industry and development and supports future growth of the region. Where possible develop infrastructure to mitigate against future severe weather events.
1.3 Improve our ability to forecast, manage and plan for new assets to meet future demand.	Better utilisation of existing assets and reduction in capital expenditure where possible.	Water, Wastewater, Bridges and Sealed Roads sub plans prepared. 2019/2020 Operational Plan Commitment to develop individual Asset Management Plans (AMPs) for Bridges, Sealed Roads, Aerodromes, Water and Footpaths.	TCI4 Public spaces and facilities Encourage partnerships with community, private sector and government to better utilise council facilities and spaces. EAE1 Environmentally responsible and efficient waste and wastewater management Promote the minimisation of waste the community creates.
1.4 Verify data in asset registers.	To maintain and improve confidence in asset register data.	2019/20 Operational Plan Commitment for all asset classes.	TCI1 Sustainable Infrastructure for the future Maintain and enhance Asset Management Plans.

Long Term Asset Management Plan 2020 - 2029

1.5 Progressively improve planned condition and defect inspection programs.	Improve understanding of the existing assets to facilitate better decision making.	2019/20 Operational Plan Commitment for all asset classes..	TC11 Sustainable Infrastructure for the future Maintain and enhance Asset Management Plans Operate, maintain and renew existing Council infrastructure in accordance with Long Term Asset Management Plan. Maintain Council infrastructure that sustains industry and development and supports future growth of the region.
1.6 Review all asset classes to confirm and document critical assets and high-level business risks for all asset classes.	Allow Council to understand its overall risk exposure and plan to manage risk to acceptable levels.	Water, Wastewater, Bridges and Sealed Roads sub plans prepared. 2019/2020 Operational Plan Commitment to develop individual Asset Management Plans (AMPs) for Bridges, Sealed Roads, Aerodromes, Water and Footpaths.	GOV2 Strong focus on compliance and enterprise risk Enterprise risk management process is commonly understood across the organisation to manage risk identification and cost effectively control identified risks

Table 11 Strategy Two: Mature our Asset Lifecycle Management

Action	Desired Outcome	Future Commitments	Corporate Plan Goal - Line of Sight
2.1 Increase use of whole of life costing and optimisation for capital investment decision making.	To ensure all aspects of financial sustainability are considered in the capital works planning process.	Water, Wastewater, Bridges and Sealed Roads sub plans prepared. 2019/2020 Operational Plan Commitment to develop individual Asset Management Plans (AMPs) for Bridges, Sealed Roads, Aerodromes, Water and Footpaths.	FIN1 Long-Term Financial Plan that supports effective and sustainable financial management All decisions should support Council's strategic direction of financial sustainability
2.2 Review and improve capital project acceptance criteria, multicriteria analysis and risk-based decision framework in the Project Prioritisation Tool (PPT).	To continually improve decision making on all projects and to ensure the best outcome for the whole community is achieved.	Annually reviewed and adopted by Council prior to Capital Works proposal identification.	GOV2 Strong focus on compliance and enterprise risk Enterprise risk management process is commonly understood across the organisation to manage risk identification and cost effectively control identified risks.
2.3 Refine Operational Strategies including effective demand management and incident response (contingency) planning.	Effective asset utilisation and readiness for incident response.	Water, Wastewater, Bridges and Sealed Roads sub plans prepared. 2019/2020 Operational Plan Commitment to develop individual Asset Management Plans (AMPs) for Bridges, Sealed Roads, Aerodromes, Water and Footpaths.	TC11 Sustainable Infrastructure for the future Operate, maintain and renew existing Council infrastructure in accordance with Long Term Asset Management Plan.
2.4 Refine Maintenance Strategies including Levels of Service and Intervention Levels, workplans for planned and unplanned maintenance.	To deliver the required functionality and performance by retaining an asset as near as practicable to its original condition (excluding rehabilitation and renewal).	Water, Wastewater, Bridges and Sealed Roads sub plans prepared. 2019/2020 Operational Plan Commitment to develop individual Asset Management Plans (AMPs) for Bridges, Sealed Roads, Aerodromes, Water and Footpaths.	TC11 Sustainable Infrastructure for the future Maintain Council infrastructure that sustains industry and development and supports future growth of the region.



Long Term Asset Management Plan 2020 - 2029

2.5 Update the Long Term Financial Plan covering ten years incorporating asset management plan capital and operational/maintenance expenditure projections with a sustainable funding position.	Sustainable funding model to provide Council services.	Water, Wastewater, Bridges and Sealed Roads sub plans prepared. 2019/2020 Operational Plan Commitment to develop individual Asset Management Plans (AMPs) for Bridges, Sealed Roads, Aerodromes, Water and Footpaths.	FIN1 Long-Term Financial Plan that supports effective and sustainable financial management Maintain and enhance long-term financial plans
2.6 Ensure the Long Term Financial Plan continues to form the basis for the annual budgets.	Long term financial planning drives budget deliberations.	Annually reviewed and improvements in place through Operational Plan to strengthen this process as outlined in above sections.	FIN1 Long-Term Financial Plan that supports effective and sustainable financial management All decisions should support Council's strategic direction of financial sustainability

11. References

- ABS. (2017). *Estimated Residential Population*.
- AS/NZS ISO 31000:2009. (n.d.). *AS/NZS ISO 31000:2009*.
- IPWEA. (2011). *International Infrastructure Management Manual*.
- IPWEA. (2018). *NAMS.plus3 Asset Management Plan*.
- Jacobs Pty Ltd. (2018). *Local Government Infrastructure Plan*.
- Mareeba Shire Council. (2017). *Project Prioritisation Tool, Condition Criteria*.
- Mareeba Shire Council. (2017). *Risk Management Framework*.
- Mareeba Shire Council. (2018). *Long Term Financial Plan*.
- Mareeba Shire Council. (2019). *Long Term Financial Plan*.
- NAMS and IPWEA. (2011). *International Infrastructure Management Manual*. National Asset Management Steering Group (NAMS) and Institute of Public Works Engineers Australia (IPWEA).
- Reid, A. C. (2018). *Mareeba Shire Towns and Districts Demographic Profile*.

9.3 MAREEBA AIRPORT UPGRADING - SEPTEMBER 2019 PROGRESS REPORT

Date Prepared: 9 October 2019
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

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

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

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

RECOMMENDATION

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

BACKGROUNDFunding

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

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

Programme and Progress

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

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

The works to upgrade the airfield lighting, runway and taxiway upgrades is nearing completion. Works completed during September included the sealing of the pavement to the eastern runway, apron and taxiway and continuation of airfield lighting improvements.

Works scheduled for October include continuation of airfield lighting and pavement marking of the airfield. 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 \$23,790,488. As advised in previous reports, an overrun of costs has occurred. These costs relate to on-ground conditions (rock and unsuitable subgrade), the construction of a parallel taxiway and provisional works for compliance with CASA requirements. Final project costs and funding alternatives will be prepared for Council in due course.



23 September 2019 - Sealing of Eastern Apron and Taxiway.



3 October 2019 - Runway Pavement Marking and Taxiway Arrangements.

RISK IMPLICATIONS**Financial**

Latent conditions and potential project variations represent normal risks with complex projects, nominal allowances were provided in the initial budget however an overrun has occurred. Officers continue to seek savings and additional source of funds to address the shortfall.

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.

9.4 TRAFFIC ADVISORY COMMITTEE - MINUTES OF MEETING HELD 17 SEPTEMBER 2019

Date Prepared: 14 October 2019

Author: Director Infrastructure Services

Attachments: 1. Traffic Advisory Committee - Minutes of Meeting held 17 September 2019 [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to present the Minutes of the Mareeba Shire Council Traffic Advisory Committee Meeting held on Tuesday 17 September 2019 for Council's information.

The action items presented in the minutes of the Traffic Advisory Committee (TAC) are recommendations to Council. Council's endorsement or contrary view of the recommendations is required.

RECOMMENDATION

That Council receives the minutes of the Traffic Advisory Committee Meeting held Tuesday, 17 September 2019.

BACKGROUND

The Traffic Advisory Committee (TAC) is a consultative committee of Council established to raise community and other representative body concerns in relation to the traffic conditions with Council and the Department of Transport and Main Roads.

RISK IMPLICATIONS**Financial**

There are ongoing costs associated with investigation of traffic matters to ensure a safe road environment for our community. In most cases, any safety improvements on Council roads determined from these investigations will be funded from operational budgets or referred for consideration in future capital budget deliberations.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil

Operating

Internal resources for investigation and follow up actions.

LINK TO CORPORATE PLAN

Community: 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



TRAFFIC ADVISORY COMMITTEE MEETING
MAREEBA BOARDROOM, 65 RANKIN STREET, MAREEBA
TUESDAY, 17 SEPTEMBER 2019
9:34AM TO 10:35AM

MINUTES

PRESENT:

Mareeba Chamber	Sam Musumeci
Queensland Police Service (QPS) - Constable	Derek Garner
Queensland Police Service (QPS) - Sergeant	John Ridgway
Transport and Main Roads (TMR - Safety & Regulation Division)	Marita Stecko
Transport and Main Roads (TMR - Safety & Regulation Division)	Michelle Spurrier
Transport and Main Roads (TMR)	David Hamilton
Mareeba Shire Council (MSC) - Councillor	Alan Pedersen (Chair)
Mareeba Shire Council (MSC) - Councillor	Lenore Wyatt
Mareeba Shire Council (MSC) - Director Infrastructure Services	Glenda Kirk
Mareeba Shire Council (MSC) - Minutes Secretary	Marjorie Anthony

APOLOGIES:

Mareeba Shire Council (MSC) - Mayor	Tom Gilmore
Mareeba Shire Council (MSC) - Councillor	Kevin Davies
Mareeba Shire Council (MSC) - Councillor	Angela Toppin
Transport and Main Roads (TMR)	Peter Agar
Queensland Police Service (QPS) - Tableland Inspector	Russell Rhodes
Mareeba Shire Council (MSC) - Manager Technical Services	Sam Wakeford

1. MINUTES

Tuesday 18 June 2019

Minutes of the Mareeba Shire Council Traffic Advisory Committee Meeting held on Tuesday, 18 June 2019 were ratified by Council at their Ordinary Meeting of 17 July 2019.

*Minutes of the MSC Traffic Advisory Committee Meeting, Mareeba Boardroom, 65 Rankin Street, Mareeba
 Tuesday, 17 September 2019, commencing at 09:30am*

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2. BUSINESS ARISING FROM PREVIOUS MEETING

Item	Organisation	Issue	Recommendation / Follow Up Action	Action Required by	Action Due Date
17.03-01	MSC (Cr Nipper Brown)	Mulligan Highway - Request for signage on the northern entry into Mareeba (near Mary Andrews Park) prior to the Dimbulah Road turnoff stating all road trains must turn right. There have been instances where road trains did not turn and ended up in Byrnes Street, issued raised by trucking company	<p>TMR to investigate</p> <p>TMR designing sign, TMR to provide wording</p> <p>TMR advised this is a work in progress, wording currently being sorted</p> <p>Design & wording underway by TMR; it was suggested a similar sign to that on the Ootann Road Turnoff could be used</p> <p>New sign currently being designed by TMR</p> <p>Signs approved by TMR and order placed for signage</p> <p>Programmed for early 2019</p> <p>TMR advised signage would be installed prior to next TAC meeting</p>	TMR	12/2019
18.04-05	MSC (Glenda Kirk)	Barron River Bridge on Anzac Avenue (John Doyle Bridge) Renewal	<p>Bridge renewal programmed for August 2018; full closure required for approx. 6 weeks; temporary traffic lights to be used to manage congestion during peak times</p> <p>Renewal will restore load limit to 44t</p> <p>Survey complete, design in progress</p> <p>To manage traffic flow, it is proposed temporary traffic lights will be used in two locations; Anzac Ave / Kennedy Hwy and Kennedy Hwy intersection south of the Heritage Centre; closing the Mareeba Connection Road to through traffic; changed traffic conditions are subject to the finalization of the TMP</p> <p>Consultants engaged to undertake design</p> <p>Pending final design</p> <p>Construction proposed for after June 2019</p> <p>Traffic counters deployed on Anzac Ave; data will be reviewed, and recommendations made on how to best manage traffic at intersection on highway; services on bridge being investigated; pedestrian access options are being considered</p> <p>Construction period is approximately 4 months</p> <p>Commencement of on-site construction of Anzac Avenue bridge upgrade deferred by MSC until April/May 2020. Proposed timing of upgrade coincided with TMR's installation of traffic lights on Mareeba's main street commencing August 2019 to December 2019</p> <p>Bridge works rescheduled by MSC to commence after the 2019/20 wet season</p> <p>MSC undertaking a traffic redistribution assessment with advice being sought on traffic management during upgrade works</p> <p>Pedestrian access during construction still under investigation</p>	MSC	12/2019

Item	Organisation	Issue	Recommendation / Follow Up Action	Action Required by	Action Due Date
18.09-03	QPS (John Ridgway)	Parking issues at St Thomas's Catholic School; vehicles are parking on crossing on Hastie Street or on the centre island; there is a general lack of parking in school zone; no drop and go zone; bus parking zone is long; request redesign	<p>MSC to review parking and discuss with St Thomas's School CRM/18/11854</p> <p>Short term solutions to be investigated & optional designs to be considered</p> <p>St Thomas's P&F Rep (Dave Saul) advised of preliminary design options</p> <p>MSC to consider options and include in future design programme</p> <p>MSC to review proposed design and advise Dave Saul</p> <p>Pending design review and costing;</p> <p>STIP funding an option for minor works</p>	MSC	09/2019

TMR representative, David Hamilton arrived at 9:46AM

Item	Organisation	Issue	Recommendation / Follow Up Action	Action Required by	Action Due Date
18.12-05	MSC (Cr Lenore Wyatt)	Requests a reduction of speed limit at Bibbohra to 80kph; slip lane requested on both right turns	<p>Intersection assessment underway by TMR</p> <p>TMR propose to install a channelized right turn at the intersection of Mulligan Hwy / Bilwon Road;</p> <p>Design anticipated to be completed before EOFY and MSC will be invited to provide a price for these works</p>	TMR	09/2019
18.12-06	TMR	Tablelands Heavy Vehicle Management Strategy	<p>TMR advised AECOM engaged to undertake freight study; with a view of the study being completed within 6-8 months (late 2018)</p> <p>Study currently underway</p> <p>Preferred upgrades and new facilities across the Atherton Tablelands area identified; further consultation being undertaken with key stakeholders with a focus on a:</p> <ul style="list-style-type: none"> • proposed Heavy Vehicle Rest Area on Mulligan Hwy (north of Mba) • proposed Heavy Vehicle Rest Area on Kennedy Hwy (west of Speewah) • proposed Heavy Vehicle Stopping Place at the top of the Rex Range (Mt Molloy Road) <p>Study is anticipated to be completed by late 2019</p> <p>Construction of any upgrades are currently unfunded</p> <p>Further information published on TMR's website; link provided below</p> <p>https://www.tmr.qld.gov.au/-/media/aboutus/corpinfo/Media/TMR-Tablelands-Heavy-Vehicle-Management-Strategy.pdf</p> <p>Mareeba Chamber to write to Cynthia Lui making recommendations</p> <p>Study being undertaken by TMR</p> <p>TMR to provide update</p>		

Item	Organisation	Issue	Recommendation / Follow Up Action	Action Required by	Action Due Date
			Following the meeting TMR advised the Business Case for this study is being finalised, and pending the necessary investment funding being approved/secured, TMR will then be in a position to release the proposed layouts		
19.04-04	MSC (Glenda Kirk)	A number of residents have voiced their frustration over Bushy Creek on Council's Facebook.	QPS / MSC / TMR are working together on the management of Bushy Creek during flooding signage on the Mulligan highway, what signage and where will it be placed and when Matter to be raised by MSC at LDMG Meeting on 24/06/2019 TMR/MS to provide update TMR and MSC to review current process identifying a better method of management prior to the wet season Julatten community to be informed of the process	TMR/MS	11/2019
19.04-05	Kenneally Rd / Marinelli Est Conveyance Committee	Bus Committee requested the following issue on the Kennedy Highway be raised by Council with TMR: <u>Cobra Creek Subdivision Roadworks</u> : East of Cobra Creek on the highway at the new subdivision; the new section which is now the main lane has a deep angle on it which dips the bus to the side badly.	TMR to investigate roadworks and advise Road constructed to specifications, TMR will monitor taper No further action required by this Committee, resolved to remove from the minutes	TMR	09/2019
19.04-07	QPS (Derek Garner)	Request for additional signage on the Mt Molloy approaches; current signage goes from 100kph to 50kph on the southern side	TMR to undertake a speed and signage review; currently listed by TMR for possible vehicle-activated signage; anticipated completion is December 2019 TMR advised town entrance speed limit signage should be the same size; MSC will be asked to check sizes are correct for RMPC roads	TMR	12/2019
19.06-01	MSC (Glenda Kirk)	Walsh / Rankin Streets Roundabout	Design complete; temporary works being programmed Work has commenced since taking minutes and will be completed in July 2019 All temporary works completed; MSC monitoring traffic movements MSC to review entry and exit options for delivery trucks at Target along with other minor improvements MSC officers will provide a report to council on the outcome of the trial; minor works to be identified and undertaken when possible, major works will be listed on the PPT	MSC	12/2019
19.06-02	TMR	Traffic Lights by TMR (Stage 1): Removal of existing roundabout at Rankin / Byrnes Streets and signalise the intersection to improve safety for motorist, pedestrians and cyclists	TMR advised construction is expected to commence in August / September 2019 with completion in December 2019 TMR advised Rankin / Byrnes Sts intersection upgrade project to commence late 2019 TMR Project Update of 07/2019 attached	TMR	12/2019

Minutes of the MSC Traffic Advisory Committee Meeting, Mareeba Boardroom, 65 Rankin Street, Mareeba
Tuesday, 17 September 2019, commencing at 09:30am

Item	Organisation	Issue	Recommendation / Follow Up Action	Action Required by	Action Due Date
19.06-03	MSC (Glenda Kirk)	Annual review of TAC Terms of Reference (ToR)	Hard copy of ToR distributed for comment Members to review content and provide feedback through to MSC prior to next meeting Review of ToR on hold pending outcome of proposed changes to legislation No further action required by this Committee, resolved to remove from the minutes	MSC	03/2020
19.06-04	TMR (Marita Stecko)	Committee advised guidelines currently being developed for funding applications under the School Transport Infrastructure Program (STIP); program provides specific funding to improve the safety and operation for schools through new or improved infrastructure at the school and/or on the surrounding road network	TMR to email draft guidelines to MSC and advise MSC when applications are open TMR provided MSC with STIP Guidelines MSC made application in Round 1 for safety and traffic management improvements within the Kuranda District State College car parking area No further action required by this Committee, resolved to remove from the minutes	TMR	07/2019
19.06-05	TMR (Peter Agar)	High Risk Roads Programme; state funded initiative to address key safety concerns on the state-controlled network Kennedy Highway between Kuranda and Mareeba identified for channelising intersections and other safety works over a three year - Funding of \$45M	TMR advise critical safety upgrades will commence in November 2019 TMR will email through progress updates as works progress	TMR	12/2021

3. NEW BUSINESS FOR CONSIDERATION (Incoming Correspondence / Requests)

Item	Organisation	Issue	Recommendation / Follow Up Action	Action Required by	Action Due Date
19.09-01	MSC (Mayor Tom Gilmore)	Can TMR please re-install the Levison Creek sign on Kennedy Highway (between Malone Road and Emerald Creek)	TMR to action	TMR	12/2019
19.09-02	MSC (Cr Kevin Davies)	Heavy vehicle parking between Martin Avenue and Kennedy Highway creating a serious dust issue for residents on the western side of the Highway	In previous discussions between MSC and TMR, TMR advised they will continue to monitor TMR and MSC working together on resolving what action to take	TMR	

4. GENERAL BUSINESS

Item	Organisation	Issue	Recommendation / Follow Up Action	Action Required by	Action Due Date
19.09-03	MSC (Alan Pedersen)	Cr Graham has received complaints of trucks stopping at the sale yards generating dust issues for residents	This area is being considered as part of the study being undertaken by TMR on the Tablelands Heavy Vehicle Management Strategy		
19.09-04	MSC (Alan Pedersen)	McLeod River bridge works	TMR currently undertaking general maintenance and advised speed limit will remain at 60kph due to visibility and to ensure structural integrity of the timber bridge No further action required by this Committee, resolved to remove from the minutes		
19.09-05	MSC (Alan Pedersen)	Concerns were raised regarding the recent fires at Bibbohra; can we do more fire mitigation works on road reserves / corridors; it was suggested longer term strategies are to be considered under fire management	TMR and MSC to consider in future MSC to raise at LDMG Risk Workshops scheduled over the next 3 days TMR advised they can send push notifications via a geofence through the Qld Traffic app to advise of fire / smoke hazards		

5. NEXT MEETING

Tuesday, 3 December

2020 meeting dates:

Tuesday, March 2020

6. CLOSURE

10:35AM

9.5 TENDER AWARD - TMSC2019-12 KURANDA VILLAGE CLEANING CONTRACT

Date Prepared: 11 October 2019
Author: Senior Facilities Officer
Attachments: Nil

EXECUTIVE SUMMARY

Tenders have been invited for suitably qualified persons to undertake cleaning services in the Kuranda Village.

The tender includes the general cleaning, collection and disposal of litter and opening and closing of identified council facilities. Tenders were called for a fixed price per year for the term of the contract, being two (2) years with an option for a one (1) year extension.

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

RECOMMENDATION

That Council awards Tender TMSC2019-12 Kuranda Village Cleaning Contract to Biniris (Aust) Pty Ltd, for the amount of \$278,754.72 (excluding GST) for a two (2) year period.

BACKGROUND

Council currently delivers cleaning services, collection and disposal of litter and opening and closing of identified Council facilities in Kuranda under a contract arrangement. The previous contract expired 31 August 2019. Biniris (Aust) Pty Ltd, the incumbent contractor has been carrying out these duties since May 2014.

Tender were invited under TMSC2019-12 Kuranda Village Cleaning Contract and closed 30 July 2019. Five (5) submissions were received, with post tender negotiations undertaken for clarification of the responses.

A summary of Tenderers' Submissions is provided in the table below.

<i>Tenderer</i>	<i>Price (ex GST) 2-year contract</i>
A1 Complete Cleaning Services	\$ 311,040.00
Biniris (Aust) Pty Ltd	\$ 278,754.72
Cairns Cleaning Services	\$ 433,116.00
Zenaco Cleaning	\$ 142,385.52
Zoonie Services	\$ 350,448.00

Specific requirements of the contract are provided below (frequency etc).

<i>Facility</i>	<i>Service</i>	<i>Frequency</i>
Kuranda Centenary Park Toilets	Cleaning of the toilets including opening and closing the facility daily	Three times daily
Kuranda Village; Park and Street litter	Collection and disposal of litter daily	Daily
Kuranda Library and Customer Service Office	Cleaning and rubbish removal	Monday; Wednesday; Friday
Kuranda Tourism Office and Meeting Rooms (Upstairs Precinct)	Cleaning and rubbish removal	Fortnightly (Friday)
Kuranda Visitors Information Centre	Cleaning and rubbish removal	Monday to Friday

To ensure a balanced evaluation of the tender submissions was undertaken, all submissions were assessed against pre-defined criteria, being;

- Relevant Experience;
- Key Personnel Skills and Experience;
- Tenders Resources;
- Demonstrated understanding;
- Price.

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

<i>Tenderer</i>	<i>Ranking</i>
A1 Complete Cleaning Services	2
Biniris (Aust) Pty Ltd	1
Cairns Cleaning Services	3
Zenaco Cleaning	5
Zoonie Services	4

The evaluation reflects the opinion that Biniris (Aust) Pty Ltd offers Council the best value for money and demonstrated that they meet the requirements for the works.

RISK IMPLICATIONS**Financial**

A review of the impact to operational budgets, indicates an increased commitment of \$19,520.40 per annum will occur if awarding of the contract is provided to the recommended Tenderer.

Summary of costs are provided below.

<i>Description</i>	<i>Monthly Value</i>	<i>Annual Value</i>	<i>Variation</i>
Biniris Pty Ltd	\$ 11,614.78	\$ 139,377.36	\$ 19,520.40
Current Contract	\$ 9,988.08	\$ 119,856.96	

Award of the contract will result in increased operational costs which Council officers will attempt to manage within available budget allocations.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS**Capital**

Nil

Operating

Award of the contract will result in increased operational costs which Council officers will attempt to manage within available budget allocations.

LINK TO CORPORATE PLAN

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

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

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

IMPLEMENTATION/COMMUNICATION

Advise successful tenderer of Council decision and draft contract for signature. Advise all unsuccessful tenderers of Council decision and offer feedback.

9.6 TENDER AWARD - TMSC2019-16 MOUNT HAREN ROAD GEOTECHNICAL WORKS

Date Prepared: 14 October 2019
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

Council has invited tenders from suitably qualified and experienced contractors for the remediation of a land slip site on Mount Haren Road, Kuranda which closed 24 September 2019.

This report seeks to inform Council of the assessments of tender submissions for 'TMSC2019-16 Mount Haren Road Geotechnical Works' and provide recommendation on award of the tender.

RECOMMENDATION

That Council:

1. Awards the contract for TMSC2019-16 Mount Haren Road Geotechnical Works to LDI Constructions Pty Ltd at a total value of \$174,525.60 (exclusive GST); and
2. Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to enter into contracts, negotiate, finalise and execute any and all matters relating to this Tender.

BACKGROUND

Due to the extent of damage across the region caused by the Natural Disaster Event 6 - 10 March 2018, the Queensland Reconstruction Authority (QRA) declared the Event a Natural Disaster, triggering funding arrangements which provide Local Governments with assistance to reinstate essential infrastructure.

Council has engaged the services of Trinity Engineering and Consulting (TEC) to undertake site investigations necessary for the development of a detailed reinstatement methodology, which was subsequently submitted to the QRA for assessment against 'Compliance' and 'Value for Money' criteria.

On 31 August 2019, Council invited Tenders from suitably qualified and experienced contractors to undertake the remediation of a land slip site on Mount Haren Road, Kuranda which closed 24 September 2019.

The works tendered provide for the bulk excavation of material to ensure a stable batter is established.

Three (3) tenderers provided submissions for the works, which have been assessed against relevant criteria.

Design Criteria:

As funding for the project will be sourced via Natural Disaster Relief and Recovery Arrangements (NDRRA), specific design requirements are applicable to the project, design inputs and considerations include;

- Reinstatement of Civil infrastructure to pre-existing condition.
- Earthworks and Slope Stability
- Road design/road safety.

TEC have undertaken a detailed review of the damage identified and provided 'moderation' of the sites to ensure consistency and compliance with the relevant funding and engineering constraints.

Tenders Assessed:

A summary of the tender prices submitted (as opened) is provided in the following table.

Tenderer	Compliant / Non-Compliant	Total (Ex GST)
Geo Design Pty Ltd	Compliant	\$226,193.50
Gregg Construction Pty Ltd	Compliant	\$243,257.70
LDI Constructions Pty Ltd	Compliant	\$174,525.60

Tender Evaluation:

Trinity Engineering and Consulting (TEC) were engaged to undertake evaluation of the tenders, post tender negotiations and contract management on Council's behalf. Tenders were reviewed in accordance with the evaluation criteria stated in the tender documentation, being:

- Value for Money
- Relevant Experience
- Key Personnel
- Demonstrated Understanding
- Local Content

All Tender submissions were assessed for conformance, compliance and discrepancies, evaluation and rankings for the submissions were as follows;

Tenderer	Evaluation Score	Ranking
Geo Design Pty Ltd	78.00	3
Gregg Construction Pty Ltd	78.07	2
LDI Constructions Pty Ltd	79.83	1

Preferred Tender:

Based on both Quantitative and Qualitative criteria assessment, LDI Constructions Pty Ltd is the preferred tenderer for Contract TMSC2019-16 Mount Haren Road Geotechnical Works.

RISK IMPLICATIONS

Financial

Actual Costs associated with the reconstruction of essential public infrastructure are eligible for reimbursement through Natural Disaster Relief and Recovery Arrangements (NDRRA) which is administered via the Queensland Reconstruction Authority (QRA). Council has maintained regular contact with the QRA to ensure the proposed Design is compliant and meets the required value for money criteria.

Infrastructure and Assets

The reinstated civil infrastructure will meet pre-existing condition and therefore should not impact the long-term asset management of the network.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Tenders were sought in line with Council's Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

\$174,525.60 (ex GST) Contract Value; additional costs associated with Contact Management and Contingencies will be applicable. All eligible costs are able to be sought for reimbursement through NDRRA.

Is the expenditure noted above included in the current budget?

No, however the actual costs associated with the project are reimbursable via the NDRRA / QRA arrangements.

Operating

The replacement civil infrastructure is not anticipated to increase the operational costs associated with maintaining the network.

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

Engagement of the Contractor will allow the reinstatement of the network.

9.7 TENDER AWARD - TMSC2019-17 GREEN FOREST ROAD GEOTECHNICAL WORKS

Date Prepared: 14 October 2019
Author: Manager Technical Services
Attachments: Nil

EXECUTIVE SUMMARY

Council has invited tenders from suitably qualified and experienced contractors for the remediation of a land slip site on Green Forest Road, Kuranda which closed 17 September 2019.

This report seeks to inform Council of the assessments of tender submissions for 'TMSC2019-17 Green Forest Road Geotechnical Works' and provide recommendation on award of the tender.

RECOMMENDATION

That Council:

1. Awards the contract for TMSC2019-17 Green Forest Road Geotechnical Works, Option 1, to Geo Design Pty Ltd at a total value of \$76,949.80 (exclusive GST); and
2. Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to enter into contracts, negotiate, finalise and execute any and all matters relating to this Tender.

Background

Due to the extent of damage across the region caused by the Natural Disaster Event 6 - 10 March 2018, the Queensland Reconstruction Authority (QRA) declared the Event a Natural Disaster, triggering funding arrangements which provide Local Governments with assistance to reinstate essential infrastructure.

Council has engaged the services of Trinity Engineering and Consulting (TEC) to undertake site investigations necessary for the development of a detailed reinstatement methodology, which was subsequently submitted to the QRA for assessment against 'Compliance' and 'Value for Money' criteria.

On 24 August 2019, Council invited Tenders from suitably qualified and experienced contractors to undertake the remediation of a land slip site on Green Forest Road, Kuranda which closed 17 September 2019.

The works tendered provided for two (2) options, being the reinstatement and stabilisation of the embankment by gabion baskets (Option 1) or soil nailing (Option 2).

Three (3) tenderers each provided two (2) submissions for the works, which have been assessed against relevant criteria.

Design Criteria:

As funding for the project will be sourced via Natural Disaster Relief and Recovery Arrangements (NDRRA), specific design requirements are applicable to the project, design inputs and considerations include;

- Reinstatement of Civil infrastructure to pre-existing condition.
- Earthworks and Slope Stability
- Road design/road safety.

TEC have undertaken a detailed review of the damage identified and provided 'moderation' of the sites to ensure consistency and compliance with the relevant funding and engineering constraints.

Tenders received:

A summary of the tender prices submitted (as opened) is provided in the following table.

Tenderer	Tender Option	Compliant / Non-Compliant	Total (Ex GST)
Geo Design Pty Ltd	Option 1 - Gabions	Compliant	\$76,949.80
Gregg Construction Pty Ltd	Option 1 - Gabions	Compliant	\$150,148.50
LDI Constructions Pty Ltd	Option 1 - Gabions	Compliant	\$113,694.69
Geo Design Pty Ltd	Option 2 - Soil Nails	Compliant	\$84,127.85
LDI Constructions Pty Ltd	Option 2 - Soil Nails	Compliant	\$142,386.98

Tender Evaluation:

Trinity Engineering and Consulting (TEC) were engaged to undertake evaluation of the tenders, post tender negotiations and contract management on Council's behalf. Tenders were reviewed in accordance with the evaluation criteria stated in the tender documentation, being:

- Value for Money
- Relevant Experience
- Key Personnel
- Demonstrated Understanding
- Local Content

All Tender submissions were assessed for conformance, compliance and discrepancies, evaluation and rankings for the submissions were as follows;

Tenderer	Tender Option	Evaluation Score	Ranking
Geo Design Pty Ltd	Option 1 - Gabions	80.59	1
Gregg Construction Pty Ltd	Option 1 - Gabions	76.29	5
LDI Constructions Pty Ltd	Option 1 - Gabions	79.00	3
Geo Design Pty Ltd	Option 2 - Soil Nails	80.08	2
LDI Constructions Pty Ltd	Option 2 - Soil Nails	76.98	4

Preferred Tender:

Based on both Quantitative and Qualitative criteria assessment, Geo Design Pty Ltd is the preferred tenderer for Contract TMSC2019-17 Green Forest Road Geotechnical Works - Option 1.

RISK IMPLICATIONS**Financial**

Actual Costs associated with the reconstruction of essential public infrastructure are eligible for reimbursement through Natural Disaster Relief and Recovery Arrangements (NDRRA) which is administered via the Queensland Reconstruction Authority (QRA). Council has maintained regular contact with the QRA to ensure the proposed design is compliant and meets the required value for money criteria.

Infrastructure and Assets

The reinstated civil infrastructure will meet pre-existing condition and therefore should not impact the long-term asset management of the network.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Tenders were sought in line with Council's Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

\$76,949.80 (ex GST) Contract Value; additional costs associated with Contract Management and Contingencies will be applicable. All eligible costs are able to be sought for reimbursement through NDRRA.

Is the expenditure noted above included in the current budget?

No, however the actual costs associated with the project are reimbursable via the NDRRA / QRA arrangements.

Operating

The replacement civil infrastructure is not anticipated to increase the operational costs associated with maintaining the network.

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.

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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

Engagement of the Contractor will allow the reinstatement of the network.

9.8 TENDER AWARD - TMSC2019-19 CONSTRUCTION OF BARRON FALLS WALKING TRAIL

Date Prepared: 14 October 2019

Author: Manager Technical Services

Attachments: 1. Trail Alignment and Section Identification [↓](#)

EXECUTIVE SUMMARY

Council has invited tenders from suitably qualified and experienced contractors to undertake the construction of walking trails, connecting the Jum Rum and Jungle Walk Trails to the Barron Falls Lookout, which closed 8 October 2019.

This report seeks to inform Council of the assessments of tender submissions for 'TMSC2019-19 Construction of Barron Falls Walking Trail' and provide recommendation on award of the tender.

RECOMMENDATION

That Council:

1. Awards the contract for TMSC2019-19 Construction of Barron Falls Walking Trail, separable portion one, to World Trails Pty Ltd at a total value of \$2,007,624.29 (exclusive GST); and
2. Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to enter into contracts, negotiate, finalise and execute any and all matters relating to this tender.

BACKGROUND

The establishment of an environmental walk connecting the Kuranda Township with the Barron Falls lookout has been identified as a high priority item for both residents and tourists alike. The development of the trail will provide a significant 'Destination Experience' for Visitors while improving the liveability of the area for Locals.

The Kuranda Infrastructure Agreement (KIA) represents an agreement between the State and Local Government to collect a levy on the Skyrail and Kuranda Scenic Rail, which is utilised to develop tourism-based improvements into the Kuranda Village and environs. The Kuranda Township and Infrastructure Master Plan 2010-2020 (KTIMP10-20), sets out approved projects to be funded from the levy, of which the Barron Falls Walking Trail is included.

On 7 September 2019, Council invited Tenders from suitably qualified and experienced contractors to undertake the construction of the walking trail, which closed 8 October 2019.

The tendered works provide for the establishment of approximately 2.8km of walking trail, including stairways, boardwalks and bridges. The project is divided into two (2) separable portions composed of the main trail being approximately 2,295m in length, and a secondary 'loop' trail being approximately 365m in length. A plan of the route is attached which details the 'Main Trail' and the 'Loop Trail'.

Four (4) tenderers provided detailed submissions for the works, which have been assessed against relevant criteria.

Design Criteria:

As this project will result in the creation of a walking trail traversing sensitive areas, specific design requirements are applicable to the project, design inputs and considerations include:-

- a) World Heritage Areas and minimising impact to vegetation and waterways.
- b) Native Title and Cultural Heritage sensitive areas.
- c) National Parks managed by Queensland Parks & Wildlife Service.
- d) Resident impact due to proximity to housing.
- e) Long term affordability of the walking trail.

Council has engaged various specialist consultants to assist in identifying, managing and designing the various elements which form the project.

Tenders Procurement Process:

On 7 September 2019, Council invited Tenders from suitably qualified and experienced contractors to undertake the construction of the walking trail, with a posted tender closing date of 1 October 2019. Following requests received via the Tenderlink Portal, the tender period was extended to 8 October 2019, which was assessed as suitable to ensure suitable time for Tenders to provide considered and detailed responses. Seven (7) tender addendum were issued during the Tender Phase, which Tenderers were required to include within their submissions.

Council officers sought clarification of tendered values, results of which are provided in the following table and represent the Tendered Values.

Tenderer	Separable Portion One (main trail) Value	Separable Portion Two (loop trail) Value	Total (Ex GST)
Dawsons Engineering (N.Q.) Pty Ltd	\$5,098,215.60	\$517,442.63	\$5,615,658.23
Absolut Constructions	\$2,054,561.00	\$223,480.00	\$2,278,041.00
Neater Construction (Q) Pty Ltd	\$1,391,017.39	\$179,048.99	\$1,570,066.38
World Trail Pty Ltd	\$2,007,624.29	\$224,988.85	\$2,232,613.14

Tenders were reviewed in accordance with the evaluation criteria stated in the tender documentation, Part 2 - Tender Information, being: -

- a) Local Content & Indigenous Employment.
- b) Proven Experience
- c) Demonstrated Understanding & Methodology
- d) Environmental Understanding
- e) Price

Each tender was evaluated and scored against these criteria, with the scores then weighted to provide a total weighted score for the submissions. Additionally, each tender was assessed for conformance, compliance and discrepancies, against the requested response schedules.

The evaluated rankings for each of the tender submissions are as follows:-

Tenderer	Ranking
Dawsons Engineering (N.Q.) Pty Ltd	4
Absolut Constructions	2
Neater Construction (Q) Pty Ltd	3
World Trail Pty Ltd	1

Preferred Tender:

Based on both quantitative and qualitative criteria assessment, World Trails Pty Ltd is the preferred tenderer for Contract TMSC2019-19 Construction of Barron Falls Walking Trail. To minimise project costs, Separable Portion One only is recommended for delivery, being the main trail from Jum Rum Creek to the Barron Falls lookout, excluding the loop trail.

RISK IMPLICATIONS**Infrastructure and Assets**

A component of the Trail will be located within the Barron Falls National Park and on completion will become an asset of the Park. The remaining walking trail will be owned and maintained by council.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Tenders were sought in line with Council's Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

\$2,007,624.29 (ex GST) Contract Value; additional costs associated with contract management, cultural & engineering consultancies and project contingencies will be required.

Is the expenditure noted above included in the current budget?

The project is funded through the KIA, with a current allocation of \$2,100,000 currently forming part of Council's 2019/20 capital works budget for the project.

To proceed with the project, it is recommended that additional funding be allocated from the KIA reserves to deliver the scope, as tendered, plus provide allowance for project management costs, latent conditions and contingency.

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

It is proposed for additional funding to be allocated from KIA reserves.

Operating

Additional operational costs will be identified for inclusion in future budgets.

LINK TO CORPORATE PLAN

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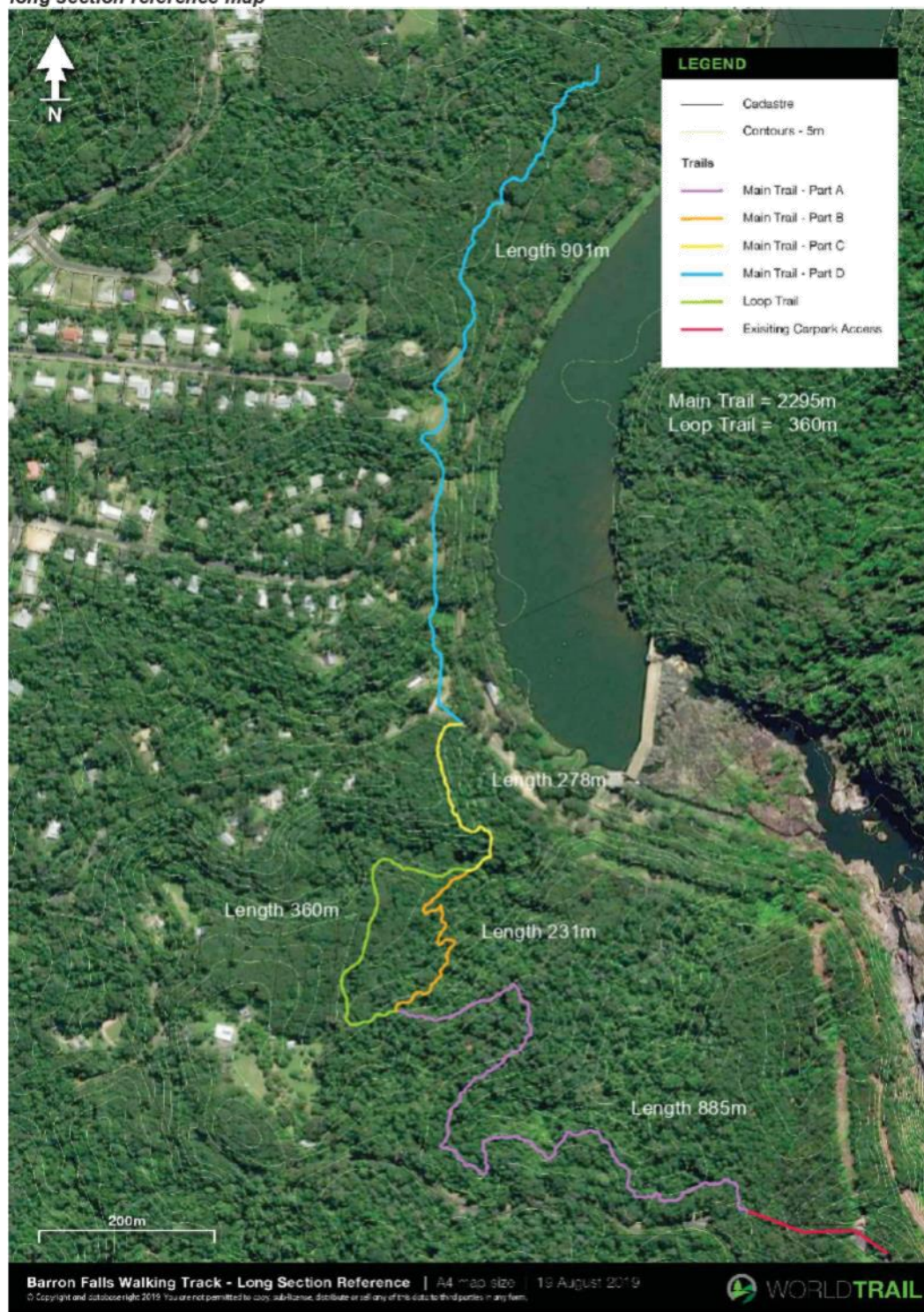
Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

Delivery of the Project will achieve a Key Project identified within the Kuranda Township and Infrastructure Master Plan 2010-2020.

Barron Falls Walking Trail – Technical Specification

long section reference map



FNQROC: General Specification: Construct Only (Standard Risk)
Issue: 1.3
Effective Date: November 2018

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9.9 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES MONTHLY ACTIVITIES REPORT - SEPTEMBER 2019

Date Prepared: 15 October 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 September 2019.

RECOMMENDATION

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

BACKGROUND

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

DESIGN	
2017/18 Capital Works	<ul style="list-style-type: none"> Anzac Avenue, Mareeba / Ceola Drive Intersection - Detailed design prepared for review
Works for Queensland Rd 3	<ul style="list-style-type: none"> Eales Park to Ward Street, Mareeba - Detailed design for footpath reinstatement Bailey Street, Mareeba - Detailed design of road widening to existing kerb and channel
2018/19 Capital Works	<ul style="list-style-type: none"> Mareeba Industrial Estate, Stage 16B, Keegan and Effley Street Extension - Preliminary civil design drawings with management Asphalt/Reseal Program - Provide assistance with pavement marking setout
2019/20 Capital Works	<ul style="list-style-type: none"> Chettle Road, Arriga, Ch 2.3-4.0 - Detailed design being reviewed Chettle Road, Arriga, Ch 5.5-7.21 - Detailed design being reviewed WWII Markers - Purchase orders raised for the plaque, markers and labour contractor Mareeba Cemetery Mausoleum - Technical advice Jum Rum Walking Trail, Kuranda - Assist with technical advice on trail

SURVEY	
2018/19 Capital Works	<ul style="list-style-type: none"> • Mareeba Aerodrome Upgrade - New Lot Boundary Survey • Mareeba Industrial Estate, Stage 16B, Keegan and Effley Street Extension - Construction setout
2019/20 Capital Works	<ul style="list-style-type: none"> • Anzac Avenue, Mareeba, Pedestrian Crossing - Detailed Survey • Railway Avenue, Mareeba - Extra Detailed Survey pick up • Vaughan Street, Mareeba, Water Main Replacement - As constructed Survey • Hales Siding Road, Julatten, Bridge Replacement - Detailed Survey
Miscellaneous	<ul style="list-style-type: none"> • Mareeba Landfill - Survey volume pick-up • BDR Project for TMR - Survey Construction Setout • Mareeba Industrial Estate - Amalgamation of Lots 54 and 55

SUBDIVISIONS AND INVESTIGATIONS	
Subdivisions <i>(Under Construction)</i>	<ul style="list-style-type: none"> • 3 Hilltop Close, Kuranda <ul style="list-style-type: none"> ○ Hydro mulch placed ○ Ergon • Clean Choices Carwash, Mareeba <ul style="list-style-type: none"> ○ Road edge widening constructed on northern side of Lerra Street
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"> • Bundanoon Stage 2 • Mareeba Roadhouse and Accommodation Park, Williams Close • The Edge Stage 2A (Antonio Drive, Mareeba) • 10 James Street, Mareeba - Road Widening • Develop North (Barnwell Road Upgrade) • Amaroo Stage 10 • Mt Emerald Wind Farm Portion B (Private entrance repairs)
Off-Maintenance	<ul style="list-style-type: none"> • Kanjini Co-Op Ltd Stage 2 (Emerald Falls Road, Mareeba)
Operational Works	<ul style="list-style-type: none"> • 112 Barnwell property, on-going monitoring of; <ul style="list-style-type: none"> ○ Dam construction completed and being monitored ○ Access completed and monitoring underway ○ Nature Base Tourism Works (MCU/17/0012) completed and being monitored

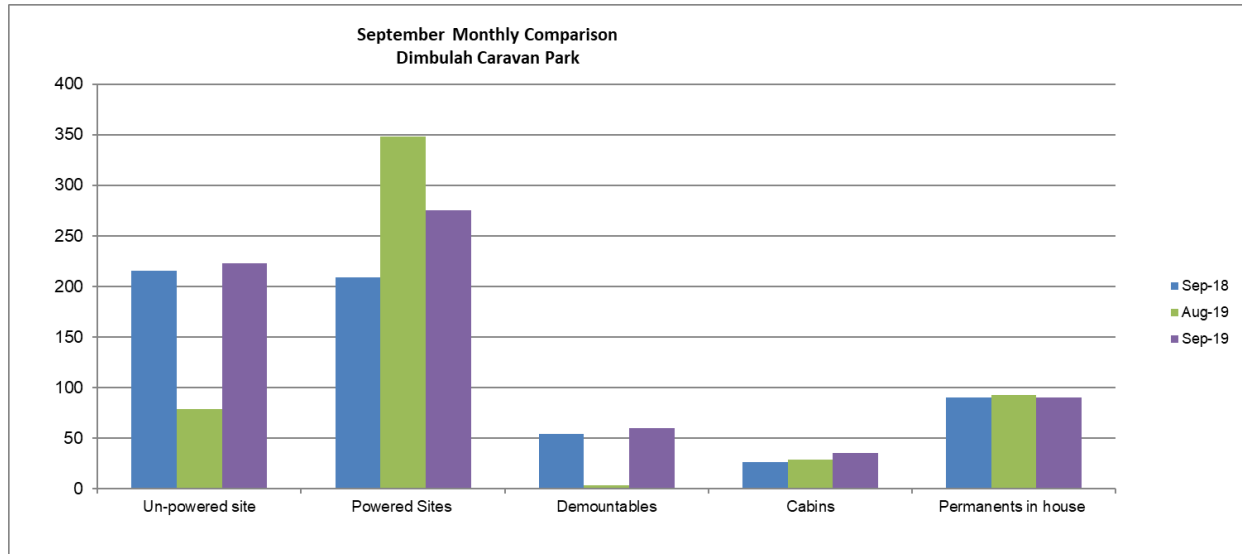
PROJECT MANAGEMENT	
Civil	<u>2017/18 Reseals Bitumen and Asphalt Programmes</u> <ul style="list-style-type: none"> • Engaged contractor for line marking of asphalt • Capitalisation and close-out
	<u>2018/19 Reseals Asphalt Program</u> <ul style="list-style-type: none"> • Awarded to NQ Asphalt, commenced early July <u>2019/20 Reseals Bitumen</u>

	<ul style="list-style-type: none"> • FNQROC contract extension awarded to FGF <p><u>KIAC Therwine Street Redevelopment</u></p> <ul style="list-style-type: none"> • Capitalisation and close-out, minor defects to be addressed. <p><u>KIAC Kuranda Wayfinding Signage</u></p> <ul style="list-style-type: none"> • Sign style endorsed by KIAC • Aspect completing detail designs and location plans • Design to be finalised October 2019. <p><u>KIAC Kuranda Barron Falls Walking Trail</u></p> <ul style="list-style-type: none"> • Engagement with Queensland Parks and Wildlife • Native Title Cultural Heritage engagement being undertaken • Tender and evaluation for construction.
Building	<p><u>Barang Street Unit Renewals:</u></p> <ul style="list-style-type: none"> • Source new quotations for amended scope of works. <p><u>Kuranda Recreation Centre:</u></p> <ul style="list-style-type: none"> • Investigation of building defects in preparation of sourcing quotes for repairs. <p><u>Mareeba & Dimbulah Filtration Contract:</u></p> <ul style="list-style-type: none"> • Mareeba pool filtration project to reach PC to allow pool to open, start of Oct 2019. • Dimbulah pool, delay to completion, opening of pool 14 October 2019. <p><u>Rifle Creek Rest Area, Mt Molloy:</u></p> <ul style="list-style-type: none"> • Investigation of possible improvements to septic system
NDRRA/DRFA	<p>6-10 March 2018 Event:</p> <ul style="list-style-type: none"> • Restoration Works underway; <ul style="list-style-type: none"> ○ Flaggy Creek Bridge - Complete ○ Western Roads (Chillagoe West) - Complete ○ Mid-Western Area - Complete ○ Dimbulah Area - Complete ○ Mareeba-East Area - Gregg Constructions underway, will be completed prior to end of 2019 ○ Airports (Mareeba and Chillagoe) - Complete ○ Geotech (landslips) - various to be completed prior to end of 2019 <ul style="list-style-type: none"> ▪ Green Forest Rd Site - To be awarded Oct. ▪ Mt Haren Rd Site - To be awarded Oct. <p>25 January - 14 February 2019 Event:</p> <ul style="list-style-type: none"> ○ Emergent Works completed June 2019. Claim submitted ○ Preparation of the Reconstruction of Essential Public Assets program ongoing, to be submitted October 2019 ○ Bowers Street Reconstruction submitted and currently under review QRA.

FACILITIES

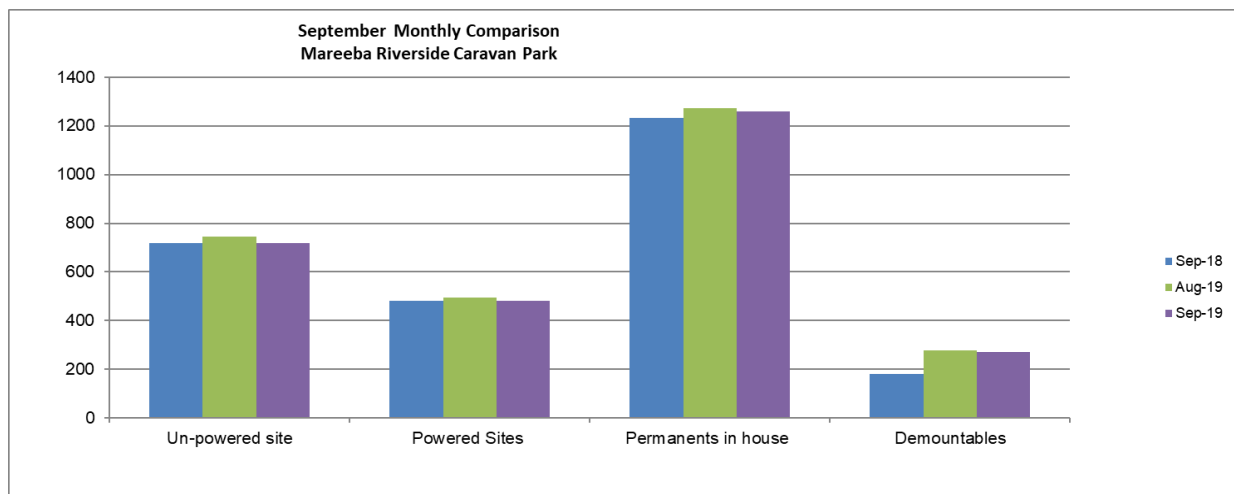
Dimbulah Caravan Park

Total of bookings for September 2019 - 683



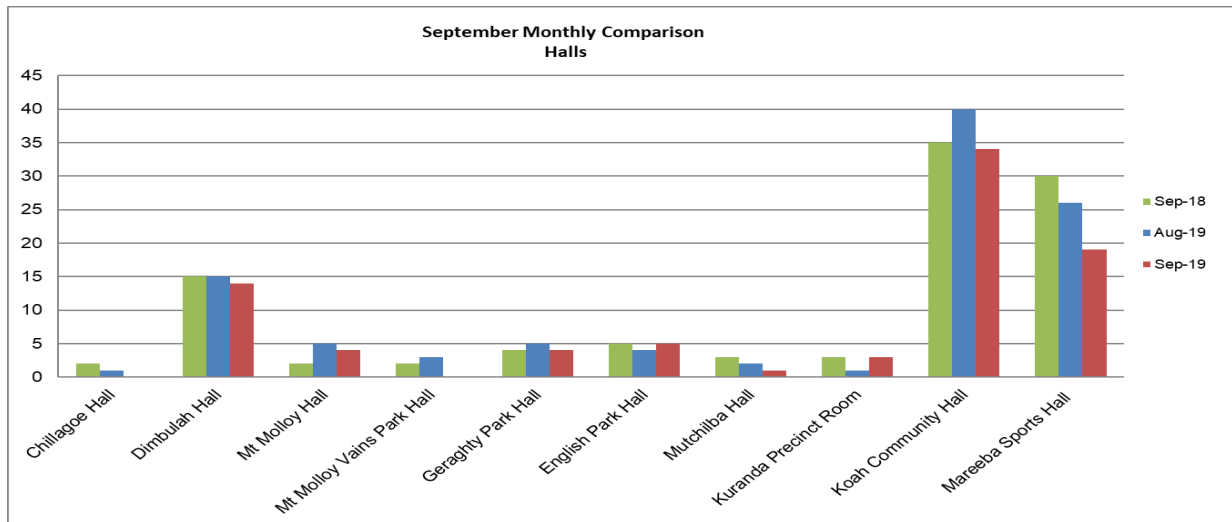
Mareeba Riverside Caravan Park

Total of bookings for September 2019 - 2730



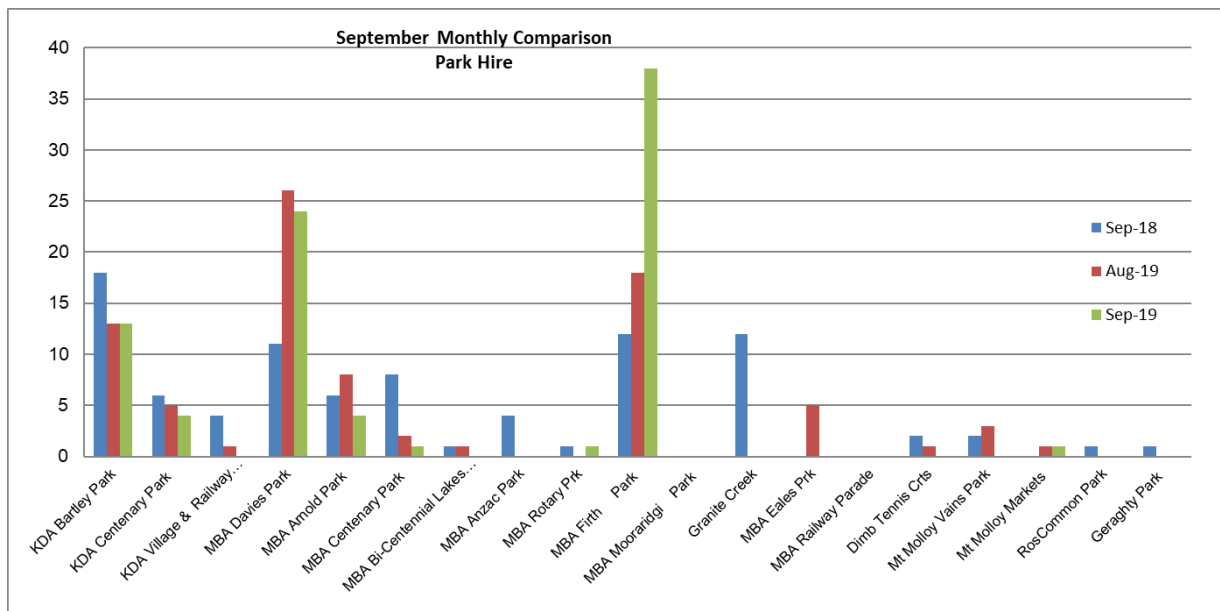
Public Halls

Total of hall bookings for September 2019 - 84



Park Hire

A total of park bookings for September 2019 - 86



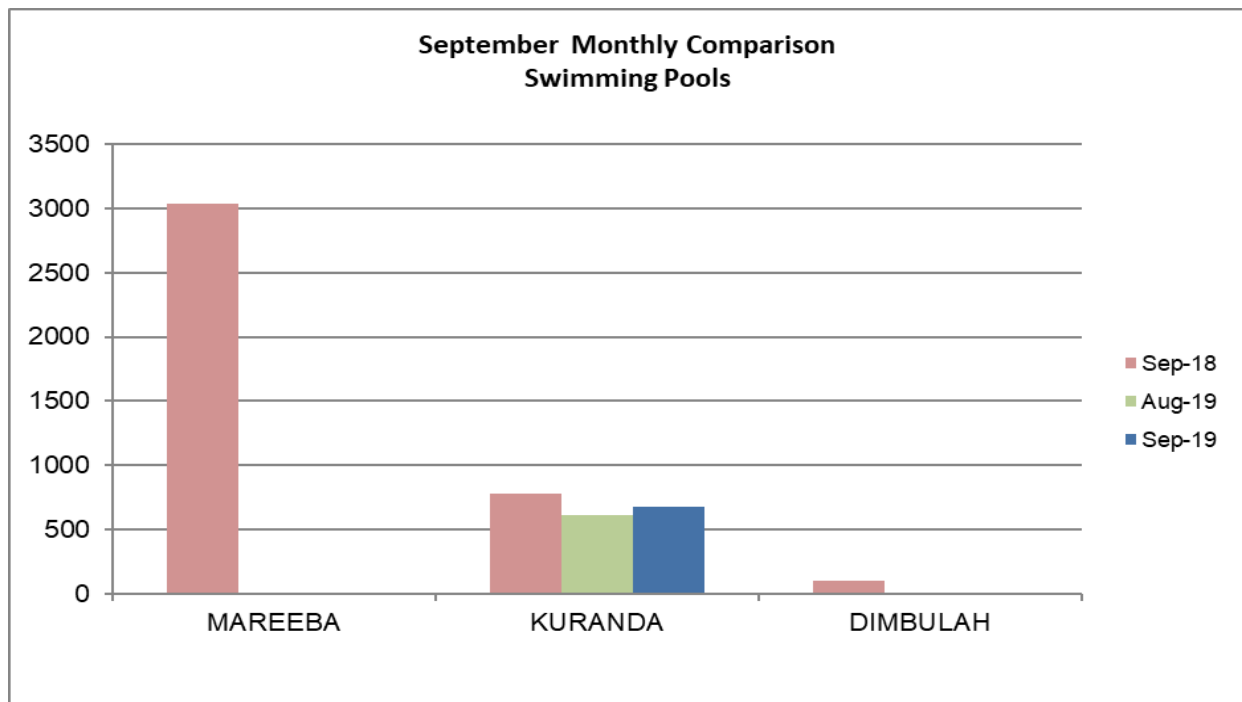
Swimming Pools

Total of patron entries for September 2019

Kuranda Aquatic Centre - 675

Dimbulah Pool opened 14 October 2019

Mareeba Pool opened 1 October 2019



VANDALISM & GRAFFITI		
Financial Year	Actuals	Comments
2015/16	\$ 2,134.00	During September 2019, seven (7) reports of vandalism were recorded. <ul style="list-style-type: none">• Mareeba CWA Rest Rooms• Mt Molloy Hall Toilets• Mareeba Theatre Hall (Old Bowls Club)• Mareeba Swimming Pool x 2• Mareeba Cemetery• Mareeba footpaths
2016/17	\$ 16,546.00	
2017/18	\$ 23,948.00	
2018/19	\$ 14,851.00	
2019/20	\$ 5,662.40	
Currently there is no allocated budget for graffiti and vandalism; these costs are being funded within existing operational budgets.		

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Additional costs associated with graffiti and vandalism

Is the expenditure noted above included in the current budget?

No, however will be covered under existing operational 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

9.10 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - SEPTEMBER 2019**Date Prepared:** 10 October 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 September 2019.

RECOMMENDATION

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

BACKGROUND**Maintenance Activities**

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

Description	Activity
Ootann Road, Almaden	Grading unsealed roads
Chettle Road, Arriga	Road furniture
Torwood Road, Bolwarra	Grading unsealed roads
Bolwarra Road, Crystalbrook	Grading unsealed roads
Braund Road, Dimbulah	Grading unsealed roads
Davenport Road, Dimbulah	Grading unsealed roads
Metzger Road, Dimbulah	Grading unsealed roads
Wolfram Road, Dimbulah	Bitumen patching, slashing
Strathleven Road, Gamboola	Grading unsealed roads, road inspections
Euluma Creek Road, Julatten	Bitumen patching, road inspections, slashing
Morrish Road, Julatten	Grading unsealed roads, road inspections
Koah Road, Koah	Bitumen patching, grading unsealed roads
Barron Falls Road, Kuranda	Bitumen patching, slashing, tree clearing / vegetation management
Boyles Road, Kuranda	Grading unsealed roads, slashing
Crothers Road, Kuranda	Grading unsealed roads
Greenhills Road, Kuranda	Bitumen patching
Jeffrey Road, Kuranda	Grading unsealed roads, slashing
Masons Road, Kuranda	Bitumen patching, grading unsealed roads
McCorry Road, Kuranda	Grading unsealed roads
Meeroo Street, Kuranda	Grading unsealed roads

Description	Activity
Oak Forest Road, Kuranda	Bitumen patching, grading unsealed roads, road furniture, slashing
Punch Close, Kuranda	Grading unsealed roads
Wrights Lookout Road, Kuranda	Slashing
Perry Close, Kuranda	Grading unsealed roads
Mount Spurgeon Road, Mt Carbine	Grading unsealed roads
West Mary Road, Mt Carbine	Grading unsealed roads
Armstrong Road, Mona Mona	General repairs and maintenance, grading unsealed roads
Austin Road, Mona Mona	Grading unsealed roads, road inspections
Mona Mona Road, Mona Mona	Grading unsealed roads
Piemonte Road, Mutchilba	Bitumen patching
Springs Road, Paddy's Green	Tree clearing / vegetation management
Douglas Track, Speewah	Grading unsealed roads, slashing
Harper Road, Speewah	Grading unsealed roads
Hoey Road, Speewah	Culvert repairs, grading unsealed roads
Speewah Road, Speewah	Bitumen patching, grading unsealed roads, road inspections
Stoney Creek Road, Speewah	Bitumen patching, grading unsealed roads, slashing

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

Annual Budget	Year to Date Budget	Year to Date Actual
\$3,541,417	\$991,452	\$1,270,421

The current budget overrun is due to the grading of the unsealed western roads. These works have been completed and the operational spend will decrease and come back into line with budget forecasts.

Capital Works

Mareeba Industrial Park Stage 16B

Works continued on construction of Stage 16B at the Mareeba Industrial Park continued during September. At the time of reporting, a holdup in the planning approval from Ergon to commence the installation of Ergon, Telstra and NBN conduiting has delayed the project by several weeks. Trenching works have continued with the majority of project staff diverted to RMPC activities whilst awaiting approval.

Additional resources will become available in late October and the works program has been adjusted to complete all activities that will adversely affect the project (backfilling of trenches, pavement, storm water inlets and kerb and channel) should a rain event occur prior to project completion.

The asphalt surfacing was installed on the Effley Street extension completing the 2018/19 capital project. These works will be line marked in conjunction with the Stage 16B project.



3rd Party Works DTMR CN-7741 Almaden - Chillagoe Sealing Project

Works continued in September on the upgrade of the Burke Developmental Road to bitumen sealed standard from Ch 584.150 to Ch 585.857. These works will link two previously sealed sections to create 6.37km of continuous seal.

The scope of works includes the installation of two major culverts, one RCP culvert, minor realignment of the existing road and the construction of a 9m wide sealed pavement.

The project completion date has been extended to mid-November due to concrete supply issues and the need to import additional select fill material that was not able to be generated during the excavation phase of the works.

Mareeba Shire Council currently has 15 staff on-site working on the project

**Walsh Street/Rankin Street Traffic Reconfiguration Trial Period**

In July 2019, a reconfiguration of traffic flow was installed on Walsh Street and Rankin Street in the vicinity of Coles, Target Country, Curcio's Bakery and McDonalds. Devices used include centre line barriers, temporary cheese block kerbing, cross over ramps, line marking and signage.

A generally favourable response has been received from the public and to further these works it is intended to pour concrete kerbing to gradually replace the cheese blocks when time and resources allow. All other works will remain in place and effectiveness will again be reviewed following installation of the traffic lights on Byrnes Street and Rankin Street by TMR.

TMR Routine Maintenance Performance Contract (RMPC)

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

Primary Location	Activity Name
Kennedy Highway - Cairns/Mareeba	Culvert, Pipe and Pit Work
	Rest Area Servicing
Kennedy Highway - Mareeba-Ravenshoe	Pavement Repairs, Blademix/Asphalt (Minor Less Than 8 Tonne) - Includes Traffic Control
Mulligan Highway -Mareeba - Mt Molloy	Culvert, Pipe and Pit Work
	Emergency Call Out / Traffic Accident
	Pavement Repairs, Blademix/Asphalt (Minor Less Than 8 Tonne) - Includes Traffic Control
Mulligan Highway - Mt Molloy- Boundary	Culvert, Pipe and Pit Work
	Pavement Repairs, Blademix/Asphalt (Minor Less Than 8 Tonne) - Includes Traffic Control
	Rest Area Servicing
	Roadside Litter Collection - Rural
Mossman - Mt Molloy Road	Culvert, Pipe and Pit Work
	Emergency Call Out / Traffic Accident
	Roadside Litter Collection - Rural
Mareeba - Dimbulah Road	Culvert, Pipe and Pit Work
	Emergency Call Out / Traffic Accident
	Pavement Repairs, Blademix/Asphalt (Minor Less Than 8 Tonne) - Includes Traffic Control
	Asphalt Repairs
Mareeba Connection	Culvert, Pipe and Pit Work
Burke Dev Road	Culvert, Pipe and Pit Work
	Medium Formation Grading (Western) with Extras and 2 WaterCarts - Excludes Traffic Control
	Other Formation Work
	Other Sign Work
	Pothole Patching - Includes Traffic Control
	Repair Guide Signs

The claim to TMR for the month of September 2019 was still being finalised at the time of preparing this report but is estimated to be approximately \$319,000.

Parks and Gardens Section**Maintenance Activities**

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

1. Location
2. Parks, Library, CBD and Streets, Kuranda
3. Street Mowing, Mareeba
4. Abattoir Swamp Environmental Park, Mareeba
5. Vains Park, Mt Molloy
6. Furniture and Playground Equipment, Mareeba
7. Basalt Gully and Bicentennial Lakes, Mareeba
8. Amaroo, Mareeba
9. Main Street Park, Mt Molloy

1. Location
10. Rotary Park, Mareeba
11. Borzi Park, Mareeba
12. Davies Park, Mareeba
13. Arnold Park, Mareeba
14. Byrnes Street Medians, Mareeba
15. Mary Andrews Gardens, Mareeba
16. Lions Park, Mareeba
17. Bicentenary Park, Mt Molloy
18. Nursery, Mareeba
19. Centenary Park, Mareeba
20. Anzac Park, Mareeba
21. Bailey Street Road Reserve, 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	\$498,363	\$452,899

Capital Works

The following capital works projects have been carried out by the Parks and Gardens section in September. All works were completed within budget.

Sunbird Park - Irrigation Upgrade (Stage 2)
Alex Lawson Park - Irrigation Upgrade
Mary Andrews Park - Irrigation Upgrade

Gregory Terrace Park - Renew Softfall and Replace Playground Equipment

The new playground equipment for Gregory Terrace Park in Kuranda has been ordered and it is expected to be delivered to Council in early December.

In the interim the existing equipment has been inspected weekly. The rope climbing ladders and slippery slide have reached the end of their useful life and the play equipment will be removed from the park in mid-October. The sand softfall will remain in place until the new equipment arrives. It will then be replaced with certified bark softfall.



Bridge Section

Maintenance Activities

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

Structure	Road	Chainage	Area
Major Culvert	Tinaroo Creek Road	5017	Mareeba
Causeway	No Name Road	140	Arriga
Major Culvert	Ray Road	5850	Mareeba
Major Culvert	Wolfram Road	7400	Dimbulah
Bridge	Anzac Avenue	0	Mareeba
Bridge	Springmount Road	7450	Mutchilba
Major Culvert	Springmount Road	9830	Mutchilba
Causeway	Jim Weir Road	2136	Julatten
Causeway	Mclver Road	1320	Mareeba
Bridge	Springmount Road	10530	Mutchilba
Causeway	Cascade Close	217	Mutchilba
Bridge	Catherine Road	325	Mutchilba
Bridge	No Name Road 86	57	Mutchilba
Major Culvert	Springmount Road	17176	Arriga
Major Culvert	Leadingham Creek Road	8316	Dimbulah
Major Culvert	Kingfisher Drive	220	Kuranda
Causeway	Henry Hannam Drive	7687	Mareeba

Structure	Road	Chainage	Area
Major Culvert	Leadingham Creek Road	6915	Dimbulah
Causeway	Metzger Road	1820	Dimbulah
Major Culvert	Springmount Road	3365	Mutchilba
Major Culvert	Schincariol Road	973	Dimbulah
Major Culvert	Wolfram Road	4786	Dimbulah
Major Culvert	Springmount Road	20256	Arriga
Major Culvert	Algoma Road	234	Mutchilba
Major Culvert	Wolfram Road	2508	Dimbulah
Causeway	Collins Weir Road	973	Mutchilba
Major Culvert	Oaky Valley Avenue	4304	Mutchilba
Causeway	Collins Weir Road	10370	Mutchilba
Major Culvert	Bowers Street	388	Mareeba
Causeway	Pickford Road	3551	Biboohra
Major Culvert	Piemonte Road	64	Mutchilba
Major Culvert	Sandy Creek Road	1318	Dimbulah
Causeway	Selby Road	425	Mutchilba
Major Culvert	Boonmoo Road	7180	Dimbulah
Major Culvert	Narcotic Creek Road	1355	Chewko
Major Culvert	Kowa Street	386	Mareeba
Major Culvert	Wetherby Road	11102	Mt Molloy

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	\$156,884	\$115,707

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	\$115,710	\$121,741

Drone Field Day: In conjunction with the property owners, Land Protection staff arranged for a suitable weedy site on Wetherby Station for a demonstration of the capability of a range of drones by Agtech Drones. Land managers from a diverse range of landscapes were invited to see the drones spotting weeds, mapping the sites on GPS and carrying out treatments ranging from, blanket spraying, spot spraying, dispersing granulated herbicides and dropping toxic baits in hard to access places to target feral pigs and wild dogs.

Wild Dog Coordinated Baiting: A total of six (6) large scale cattle properties were coordinated into catchment groups and 1080 baits laid over a total of 171,100 hectares.

Rabbits: Rabbits have been treated over a large area of country from Irvinebank town through to Petford, Almaden and along the Walsh River. Officers used the K5 Strain of Calisivirus. Council has achieved good results with this virus over the past two years and Land Protection staff expect effective results this round of treatment.

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

9.11 TENDER TMSC2019-22 MANHOLE SEWER REMEDIATION PROJECT STAGE 1

Date Prepared: 15 October 2019

Author: Manager Water and Waste

Attachments: Nil

EXECUTIVE SUMMARY

Council has invited tenders from suitably qualified and experienced contractors to undertake the manhole sewer remediation works, which closed 10 October 2019.

This report seeks to inform Council of the assessments of tender submissions for 'TMSC2019-22 Manhole Sewer Remediation Project Stage 1' and provide recommendation on award of the tender.

RECOMMENDATION

That Council awards TMSC2019-22 Manhole Sewer Remediation Project - Stage 1 Project to Belair Plumbing Pty Ltd for the amount of \$149,798.00 (including GST).

BACKGROUND

This report seeks to inform Council of the assessments of tender submissions TMSC2019-22 Manhole Sewer Remediation Project - Stage 1 Project and provide a recommendation on the award of tender.

Tenders for TMSC2019-22 Manhole Sewer Remediation Project - Stage 1 closed at 11:00am Thursday, 10 October 2019 and two (2) responses were received.

Tenderer	Assessment Description Comment	Pricing Incl GST
Belair Plumbing Pty Ltd	Offer met tender specification	\$ 149,798.00
Purchase & Partners P/L	Offer met tender specification	\$ 192,527.00

Tenders were reviewed in accordance with the evaluation criteria stated in the tender documentation, Part 2 - Tender Information, being;

- Tendered Price
- Relevant Experience
- Key Personnel Skills and Experience
- Tenderer's Resources
- Demonstrated Understanding

Each tender was evaluated and scored against these criteria, with the scores then weighted to provide a total weighted score for the submissions. Additionally, each tender was assessed for conformance, compliance and discrepancies, against the requested response schedules.

TENDER EVALUATION

The evaluated rankings for each of the tender submissions are as follows;

Tenderer	Ranking
Belair Plumbing Pty Ltd	1
Purchase & Partners P/L	2

Based on both quantitative and qualitative criteria assessment, Belair Plumbing Pty Ltd is the preferred tenderer for Contract TMSC2019-22 Manhole Sewer Remediation Project - Stage 1.

RISK IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Budget exists for the project

Operating

Nil

LINK TO CORPORATE PLAN

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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

Works are planned to be undertaken by the end of 2019.

9.12 INFRASTRUCTURE SERVICES, WATER AND WASTEWATER GROUP MONTHLY OPERATIONS REPORT - SEPTEMBER 2019

Date Prepared: 4 October 2019
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to summarise Council's Water and Wastewater activities undertaken by the Infrastructure Services Department during the month of September 2019.

RECOMMENDATION

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

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

Upgrading of the Vaughan Street water main commenced 2 September and is expected to take approximately six (6) weeks. Works are being undertaken by Council's water reticulation staff.



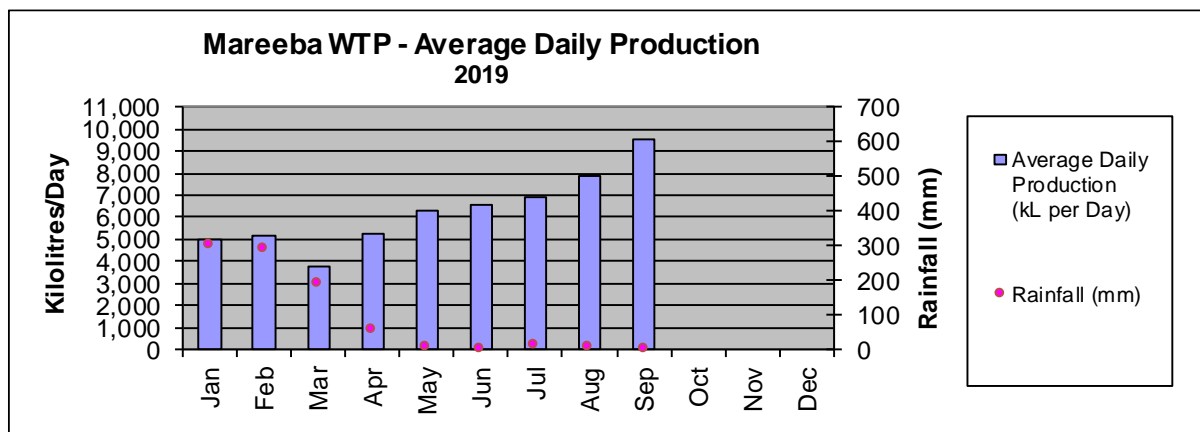
Construction works commenced 3 September on the Barang Street Sewer Pump Station Capacity Upgrade Project. The project is on track for completion in November 2019.

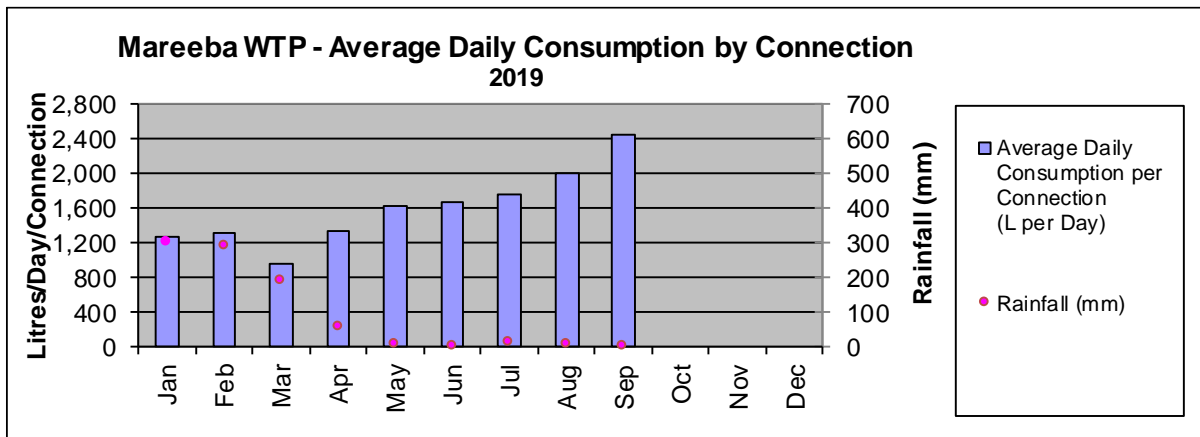


2. Chlorine Residual Readings

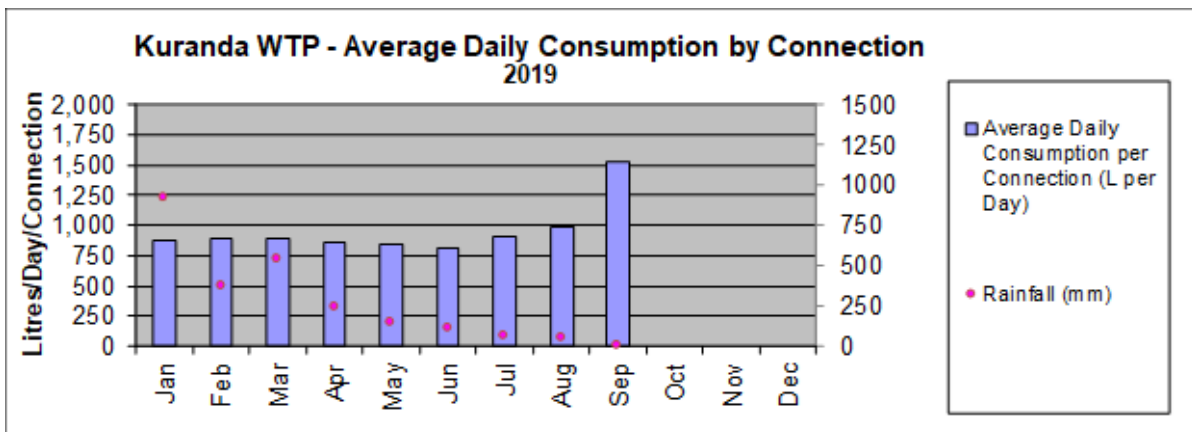
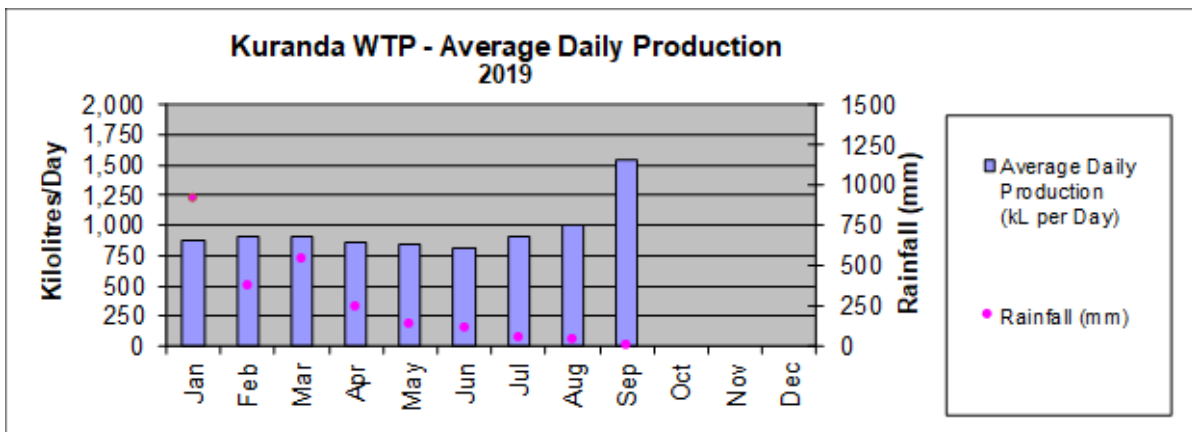
September 2019	Chlorine Residual Readings 2019 Australian Drinking Water Guidelines Maximum 5mg/L												
	Mon 2nd	Wed 4th	Fri 6th	Mon 9th	Wed 11th	Fri 13th	Mon 16th	Wed 18th	Fri 20th	Mon 23rd	Wed 25th	Fri 27th	Mon 30th
	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)
Mary Andrews Park Mareeba	0.81	1.08	1.14	1.09	1.33	1.20	1.17	1.09	1.10	1.10	0.70	1.16	1.19
Wylandra Drive Mareeba	0.81	0.92	0.90	0.64	0.94	0.83	0.93	0.96	0.97	0.99	0.95	0.94	1.02
Gregory Terrace Kuranda	1.07	1.16	1.12	1.16	1.24	1.19	1.15	0.83	1.33	1.26	1.09	1.19	1.07
Mason Rd PS Kuranda	1.26	1.24	1.21	1.24	1.38	1.31	1.21	1.28	1.11	1.21	1.22	1.28	1.19
Chillagoe	1.03	1.03	1.03	0.99	1.02	1.09	0.63	1.00	0.87	0.93	1.01	0.89	1.02
Dimbulah	1.11	1.18	1.15	1.10	1.22	0.91	1.05	0.93	1.11	1.04	0.72	1.09	1.09

3. Mareeba Water Supply Scheme – Operations Data

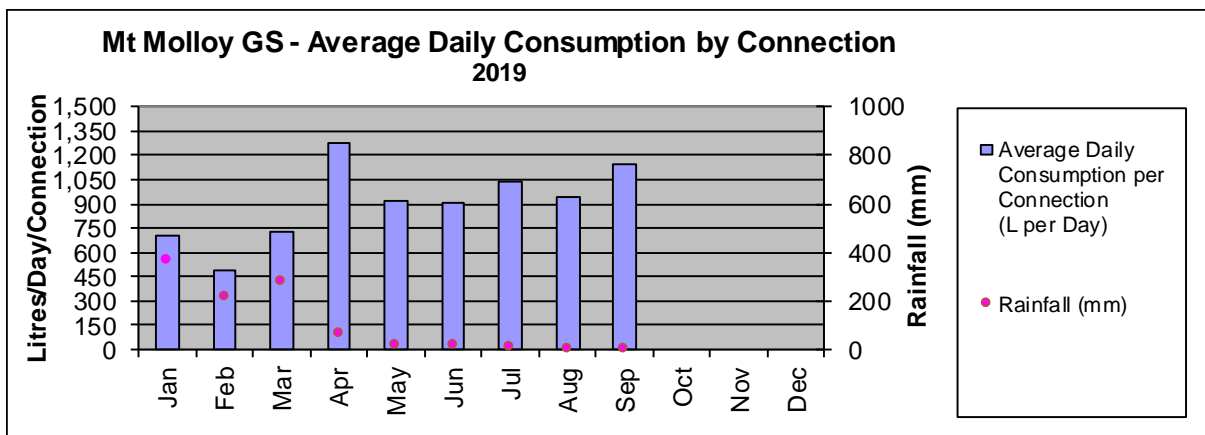
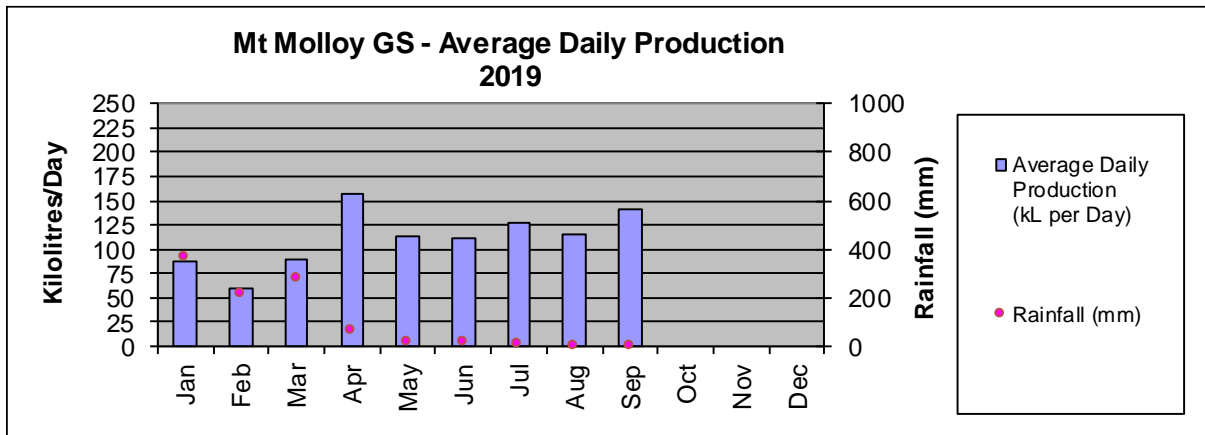




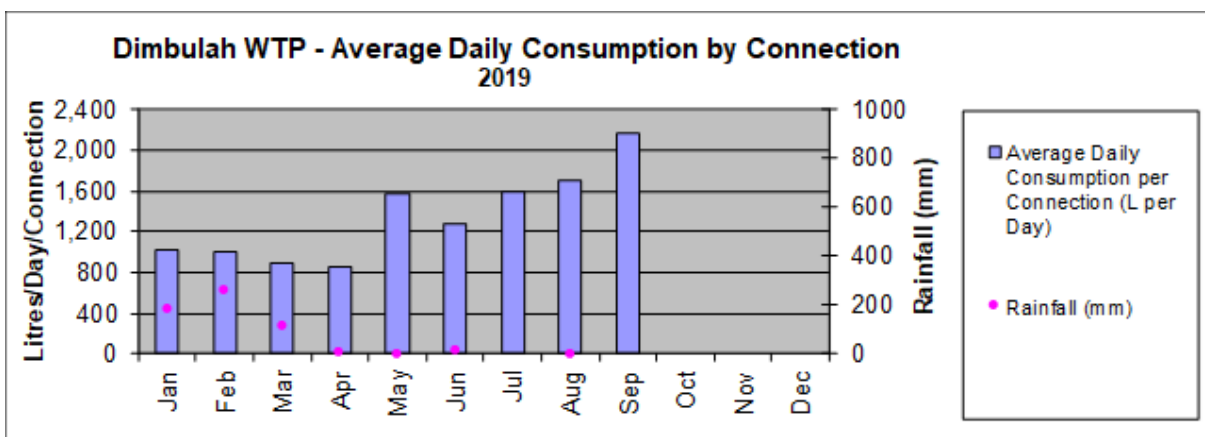
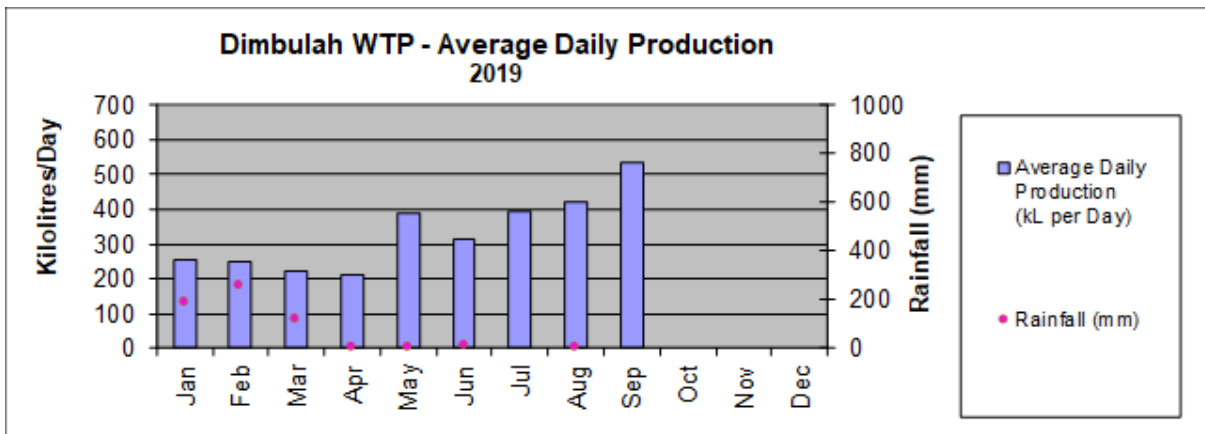
4. Kuranda Water Supply Scheme - Operations Data



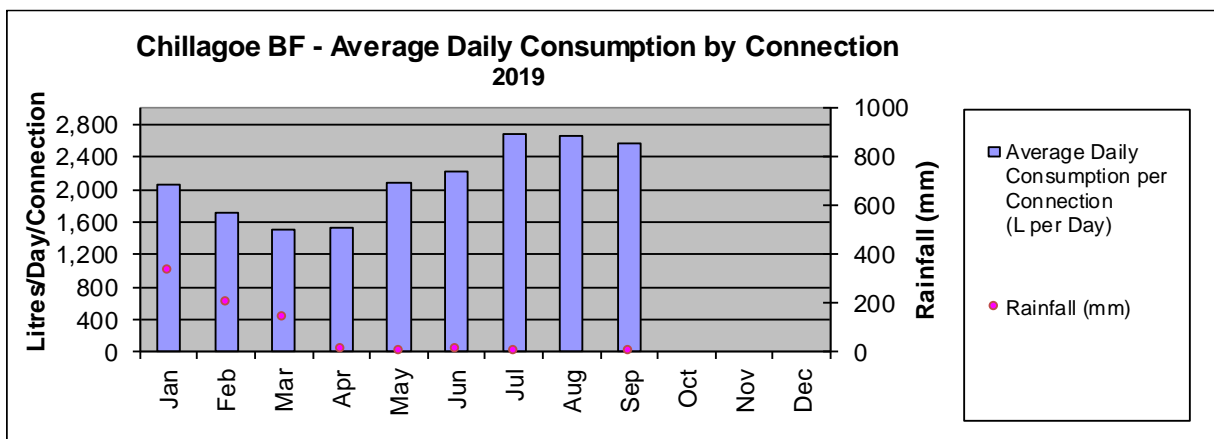
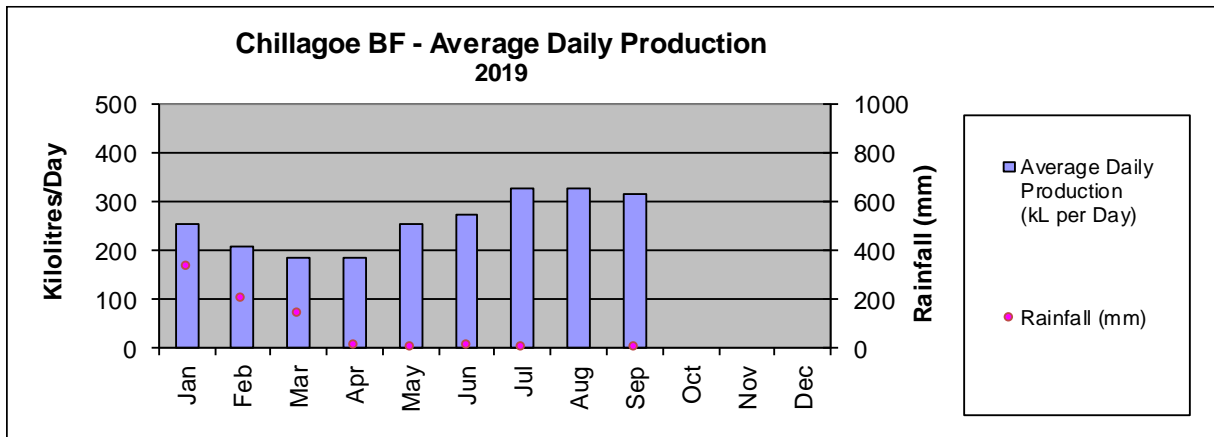
6. Mount Molloy Water Supply Scheme - Operations Data



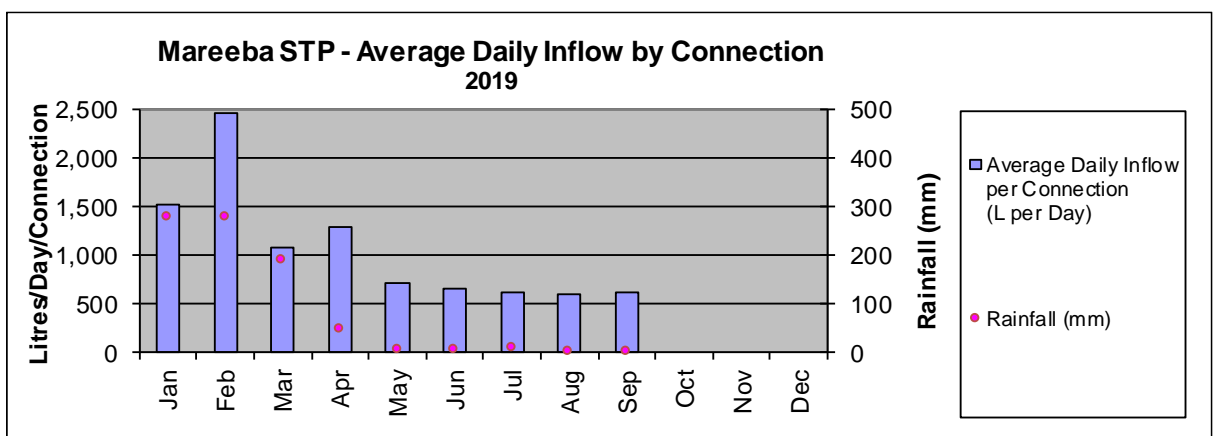
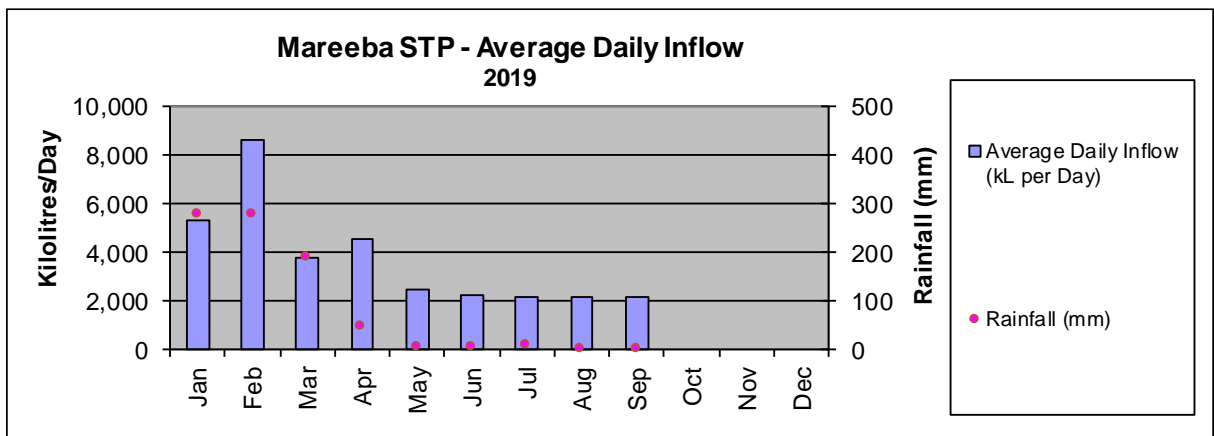
7. Dimbulah Water Supply Scheme - Operations Data

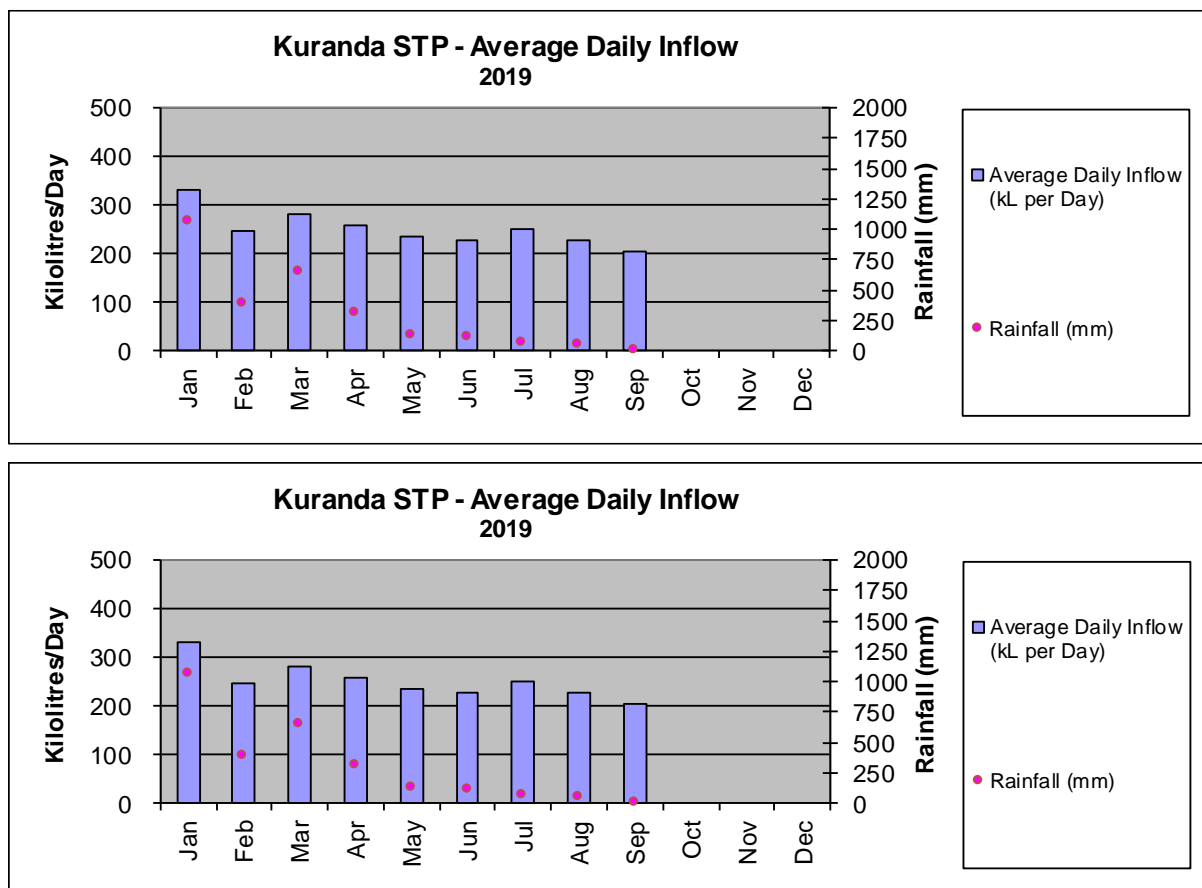


8. Chillagoe Water Supply Scheme - Operations Data



9. Mareeba Wastewater Treatment Plant - Operations Data



10. Kuranda Wastewater Treatment Plant - Operations Data

Water usage has generally increased during the month of September for all Council-managed water supply schemes. This can be attributed to the prolonged dry conditions combined with the refilling of Council's public swimming pools in Mareeba, Dimbulah and Kuranda. It should be noted that the current water usage is generally in line with the historical consumption for this time of year; water consumption typically peaks during the months of September, October and November.

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.

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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

9.13 INFRASTRUCTURE SERVICES, WASTE OPERATIONS REPORT - SEPTEMBER 2019

Date Prepared: 8 October 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 September 2019.

RECOMMENDATION

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

BACKGROUND

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

1. Waste Operations

- 4,224 vehicles entered Mareeba Waste Facility (to drop off or pick up waste)
- 382 vehicles deposited waste to Mareeba Landfill (total)
- 105 Suez vehicles deposited waste to Mareeba Landfill
- 33 Suez vehicles removed waste from Mareeba Waste Transfer Station (WTS) to recycling facility in Cairns
- 58 m³ of mulch was removed (purchased) from Mareeba WTS (all domestic sales)
- All transfer stations and Mareeba landfill are currently operational

2. Waste Levy

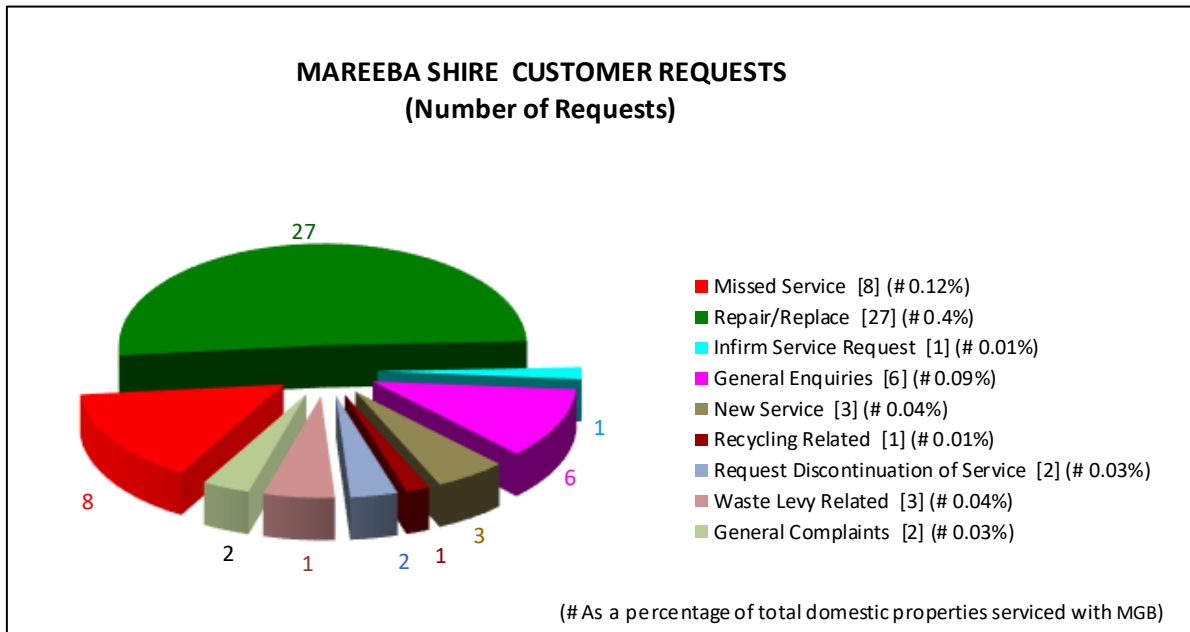
- Reporting associated with the waste levy indicates that Council has received less landfill waste to date than was forecast in the forward estimate provided under the Waste Levy.
- The amount of funds raised for commercial waste have been adequately covered by fees charged.
- The advance annual payment is projected to cover household costs over the entire year.

3. Mareeba Waste Transfer Station Upgrade

Work is scheduled to commence on the reconfiguration of Mareeba Transfer Station in late October and is expected to take approximately six (6) months to complete.

4. Customer Service Waste Statistics

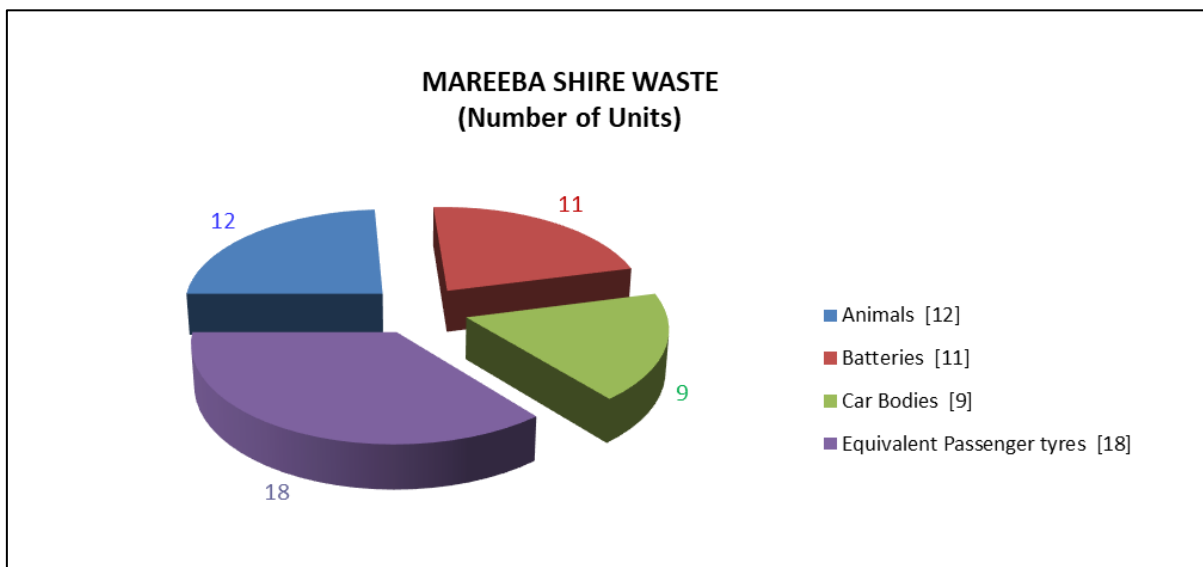
The following graph displays customer requests logged in the Customer Request Management (CRM) system during the month of September 2019.

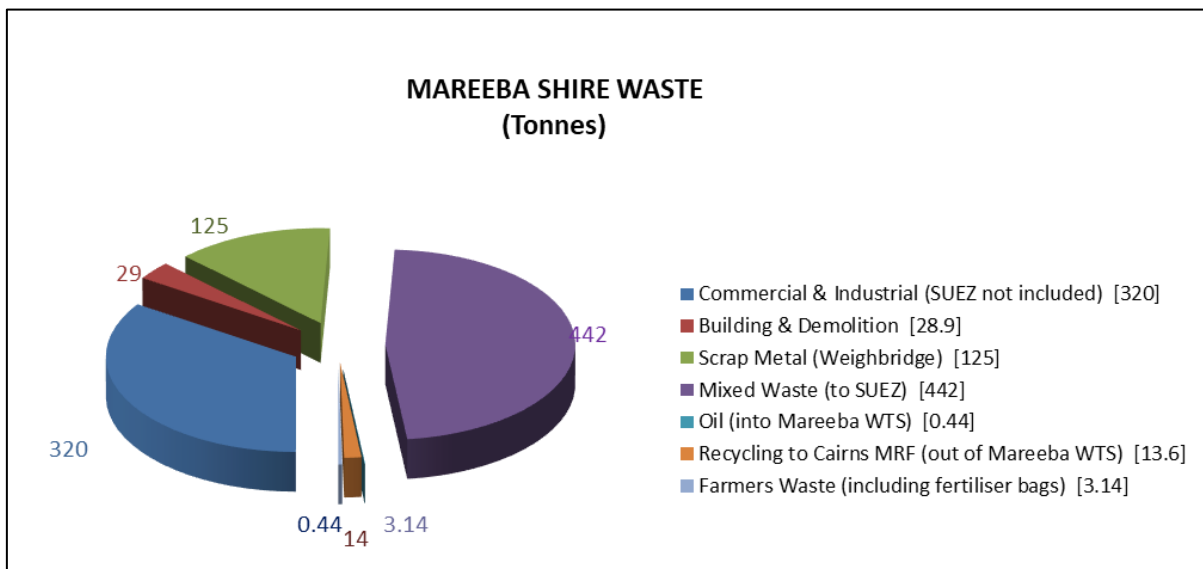


5. Waste Collected at Each of the Transfer Stations

Waste material collected at each of the waste transfer stations is either deposited directly to the Mareeba landfill, recycled or transported to the Suez facility in Cairns for processing.

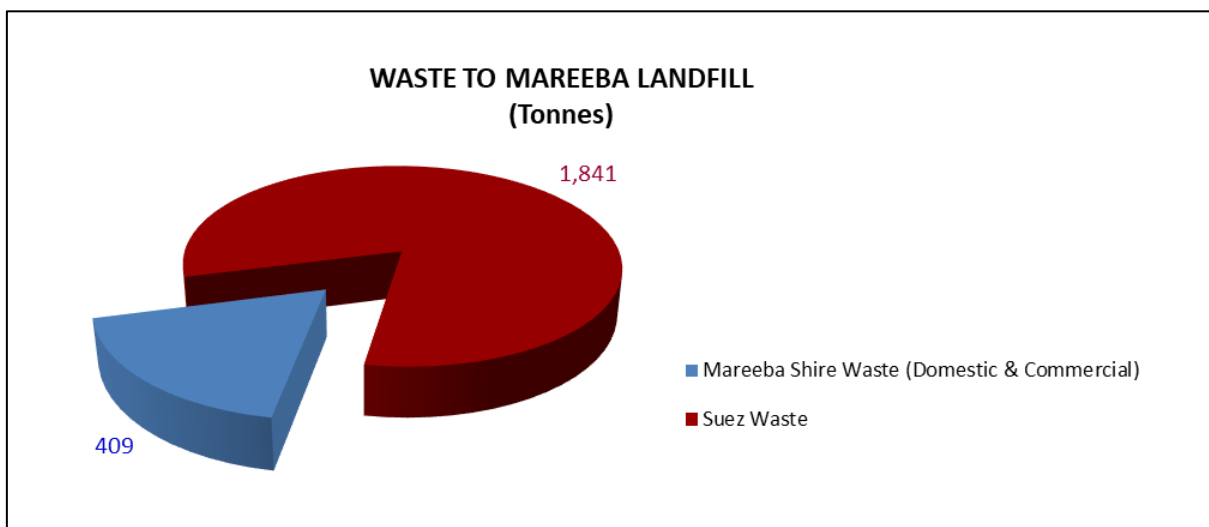
The following pie charts are separated into waste received as whole units and waste received as accrued tonnage.





6. Waste to Mareeba Landfill

The Mareeba Shire waste shown in the pie chart below is the waste collected at each of the waste transfer stations (Mareeba included) and deposited directly to the Mareeba landfill. The commercial waste shown below is derived from the Suez recycling plant in Cairns and deposited into the Mareeba landfill.



RISK IMPLICATIONS

Environmental

Council holds an environmental authority issued under the *Environmental Protection Act 1994* to operate landfill facilities.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

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

IMPLEMENTATION/COMMUNICATION

Nil

10 OFFICE OF THE CEO

10.1 ANNUAL REPORT 2018/19

Date Prepared: 17 September 2019

Author: Mayor

Attachments: 1. Annual Report 2018/19 [↓](#)

EXECUTIVE SUMMARY

The *Local Government Regulation 2012* requires that each local government must prepare an annual report for each financial year and adopt the annual report within one (1) month after the day the Auditor-General gives the Auditor-General's audit report about the local government's financial statements for the financial year to the local government.

RECOMMENDATION

That Council adopt the Annual Report for the 2018/2019 Financial Year.

BACKGROUND

Council is required by section 182 of the *Local Government Regulation 2012* to prepare and adopt an annual report. Adoption of the annual report is required within one (1) month after the day the auditor-general gives the auditor-general's audit report about the local government's financial statements for the financial year to the local government. This year, the audit report was received by the Auditor-General on 8 October 2019.

The 2018/2019 Annual Report (inclusive of the Financial Statements) is provided for Council's consideration and adoption.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Preparation of an annual report is a requirement of the *Local Government Act 2009* and the *Local Government Regulation 2012*.

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

In accordance with section 182 of the *Local Government Regulation*, the local government must publish its annual report on its website within 2 weeks of adopting the annual report. The annual report will be made available to the community through the website.



Mareeba
SHIRE COUNCIL

2018/2019 ANNUAL REPORT

A GROWING, CONFIDENT AND SUSTAINABLE SHIRE

Mareeba Shire Council Annual Report

2018/2019

SUMMARY

Mareeba Shire Council's Annual Report for 2018/19 describes Council's achievements in delivering services to the Mareeba Shire and shows Council's progress in delivering the objectives from the Corporate Plan 2018-2022 and Operational Plan 2018/19.

The annual report is one of the ways Council connects with the community and includes:

- Council's commitment to achieve its vision for the Shire
- The results of actioning the Corporate and Operational plans
- Transparency and accountability of Council
- Annual Legislative Disclosure requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*




Chillagoe Waters: An image by Bernd Seidl, Winner of Inaugural MSC Photo Competition

Disclaimer

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

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Mareeba Shire Council Annual Report

2018/2019

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Mareeba Shire Council Annual Report**2018/2019****SECTION 1: INTRODUCTION****FOREWORD TO THE ANNUAL REPORT**

I present this fifth Annual Report of the Mareeba Shire Council with a mix of pride and humility. The pride I feel is derived from the steps that this Council has taken in raising the Mareeba Shire Council to a level of integrity in its processes and its finances which meet the highest of standards. My humility comes from the people with whom I have had the very great privilege of working with for these past five years.



The Council and staff of this organisation are highly motivated and dedicated across the spectrum of the organisation.

This Annual Report is a record of those five years condensed into the fiscal year 2018 to 2019. This report demonstrates the maturity of the organisation and the development of our community assets, whilst acknowledging budgetary constraints drawn from the Council's knowledge of the capacity of the community to pay for the level of service provided.

During these past five years much has been done to stabilise the Shire's finances to identify and reduce risk to the organisation and to establish a culture of careful future planning as the basis of sound decision-making. These plans ensure that the organisation provides true value for ratepayers' money, based upon scrupulous attention to detail and careful scheduled maintenance of Shire assets.

This Council's history of balanced budgets and sustainable levels of debt provides a sound platform for the development of the organisation over future years.

The Australian and Queensland governments have afforded this community grants and subsidies over the past five years in excess of \$104 million to assist in the replacement of aged assets, such as sewerage and water infrastructure and the redevelopment of the Mareeba Airport.

Mareeba Shire Council has come a long way in the five years since its inception on 1 January 2014 and our vision of 'a growing, confident and sustainable Shire' represents the Council's core values, principles and guides the priorities and deliverables of this highly successful organisation.

I am proud to be the Mayor of this extraordinary Council and I have great confidence in the future prosperity of the Shire.

Cr Tom Gilmore
Mayor

Mareeba Shire Council Annual Report

2018/2019

SHIRE PROFILE

Mareeba Shire is in proximity to two World Heritage Areas and is less than an hour's drive to Cairns International Airport. Mareeba, the main population centre, lies 64 km south-west of Cairns and has a special role providing services to Cape York Peninsula and the Gulf areas.

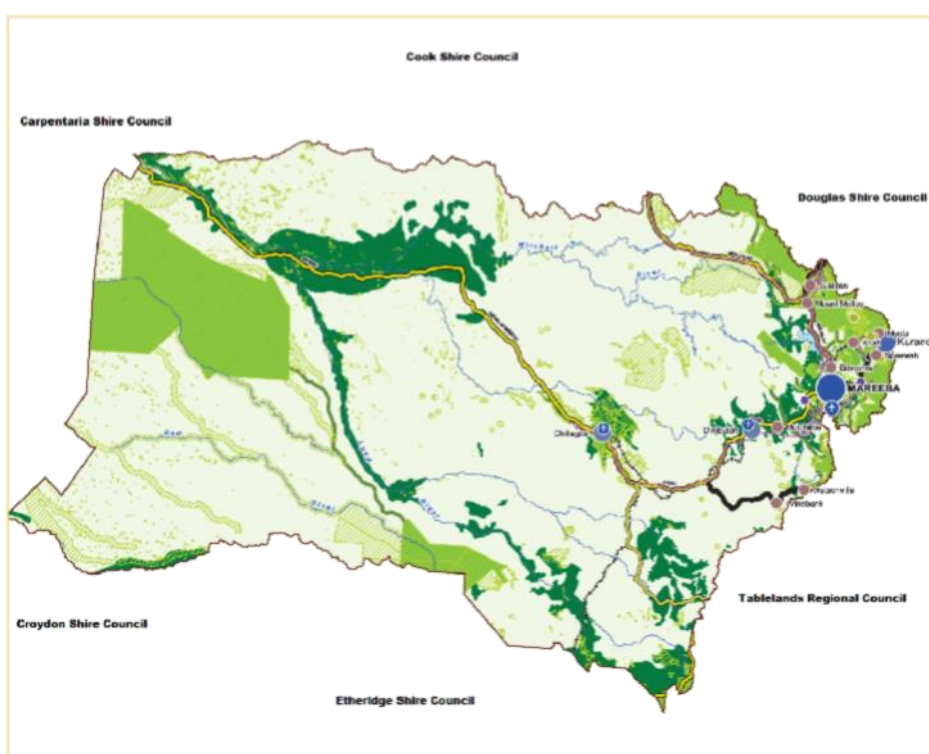
Mareeba Shire has been recording a consistent trend in population growth faster than most rural areas of Australia and the prospects for continuing growth are excellent. Mareeba is positioning itself as an industrial hub in Far North Queensland. The development of the Mareeba Industrial Park continues to provide industrial land and has capability for significant expansion in the future. The upgrade of the Mareeba Airport will also help fuel sustained economic growth into the future.



Population estimate*	22,517
Total land area*	53,502km
Average daily temp range*	18.7°C to 31.5°C
Average annual rainfall*	1,012mm

*As at 30 June 2018

Source: Queensland Government Statistician's Office, Queensland Treasury, Queensland Regional Profiles: Resident Profile for Mareeba (S) Local Government Area



Mareeba Shire Council Local Government Area and surrounding Shires

Mareeba Shire Council Annual Report

2018/2019

CHIEF EXECUTIVE OFFICER'S REVIEW

I am pleased to report on another year where targets have been met and the organisation has continued to deliver on its long-term financial plan. Although the year saw an extended wet season, staff have delivered the critical capital projects as budgeted as well as performing extensive urgent repairs following damage from severe weather events.

The organisation has delivered within budget and therefore produced a modest surplus. This means the reserves can continue to be built which will allow Council to deliver important capital projects in the future. I would like to acknowledge our finance team for once again delivering unqualified audited statements with positive comments from our auditors.



The upgrading of the Mareeba Airport is now nearing completion which is on schedule to meet the target date of October 2019. Stage 1, the Mareeba Airport Aviation Precinct, was officially opened in March and the runway and taxiway works are well underway. This project funded totally by the Australian and Queensland Governments will deliver long term economic benefits for the community.

Council has been successful in securing several grants from the Australian and Queensland governments which has enabled a number of projects to be undertaken. The expansion of the Mareeba Industrial Park to cater for the ever-growing demand for industrial property is a sign of the economic growth the Shire is seeing. The grant we have received to do this takes the burden off the ratepayer. Likewise, a grant has been received to upgrade the wastewater pump station in Barang Street, Kuranda, a win for economic growth and the environment. Funding has also been received to upgrade the John Doyle Bridge over the Barron River in Mareeba with the works to be undertaken in the second half of the next financial year.

Without this generous support from the Australian and Queensland government our Shire and ratepayers would struggle to fund these much-needed projects. The State Government's "Works for Queensland" funding has been an absolute boon for this community and has enabled a wide range of smaller projects to be delivered that otherwise simply would not have happened.

I would like to acknowledge the hard work and dedication of the staff whose efforts make this one of Queensland's high performing councils. It is through their efforts that the positive results are achieved, and the sustainability of the Shire is maintained. As we see the end of another successful financial year and move into the last portion of the existing Council's term, I would like to thank the Mayor and Councillors for their leadership and support. Their contribution is key to the success of this organisation.

Peter Franks
Chief Executive Officer



Jennifer McCarthy
Director Corporate and
Community Services



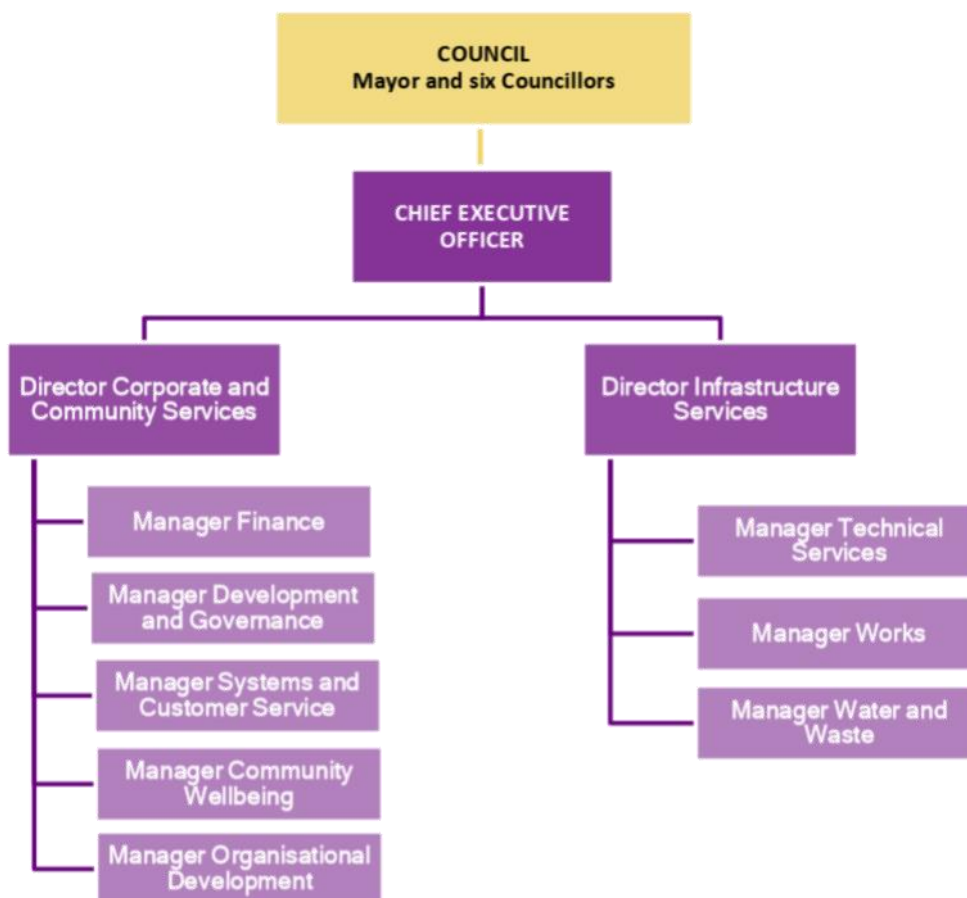
Glenda Kirk
Director Infrastructure
Services

Mareeba Shire Council Annual Report

2018/2019

ORGANISATIONAL STRUCTURE

During 2018/19, Council had a total of 247 staff members or 218 full-time equivalent positions.



Our longest serving employees were recognised at the end of 2018 for their dedication and service from 20 to 40 years.

Mareeba Shire Council Annual Report

2018/2019

ELECTED REPRESENTATIVES

Councillor Tom Gilmore - Mayor



Committees:

- Cairns District Disaster Management Group
- Far North Queensland Regional Organisation of Councils (Chair)
- Inland Queensland Roads Action Plan (Deputy Chair)
- Local Disaster Management Group
- Western Progress Association Watsonville

Councillor Alan Pedersen - Deputy Mayor



Committees:

- Far North Queensland Pest Advisory Forum
- Far North Queensland Regional Roads Group
- Local Disaster Management Group
- Local Traffic Advisory Committee
- Northern Gulf Resource Management Group
- Northern Region Pest Advisory Committee
- Gulf Savannah Development

Councillor Angela Toppin



Committees:

- Julatten and Mt Molloy Association of Residents and Ratepayers (Proxy)
- Kuranda Community Precinct Advisory Committee (Proxy)
- Kuranda Infrastructure Advisory Committee
- Kuranda Interagency Networks
- Local Disaster Management Group - Community Support Sub-Group
- Mareeba Heritage Centre Management Committee (Proxy)
- Mareeba PCYC
- Regional Arts Development Fund
- Speewah District Residents Association (Proxy)
- Wet Tropics Consultative Committee
- FlexiChoice (Proxy)
- Mareeba Multicultural Festival Committee (Proxy)



Elected Representatives (L-R) Cr Brown, Cr Davies, Cr Graham, Cr Gilmore (Mayor), Cr Toppin, Cr Wyatt, Cr Pedersen (Deputy Mayor)

Mareeba Shire Council Annual Report

2018/2019



Councillor Kevin Davies

Committees

- Audit Committee
- Chillagoe Alliance
- Far North Queensland Regional Roads Group (Proxy)
- Great Wheelbarrow Race Organising Committee (Proxy)
- Irvinebank School of Arts & Progress Association
- Local Disaster Management Group - Built Environment Infrastructure Sub-Group
- Local Traffic Advisory Committee (Proxy)
- Mareeba Heritage Centre Management Committee (Proxy)
- Speewah District Residents Association (Proxy)



Councillor Lenore Wyatt

Committees

- Barron Catchment Care (Proxy)
- Barron River Integrated Catchment Management Association - Central Zone Forum
- Barron River Integrated Catchment Management Association - Lower Zone
- Local Disaster Management Group - Community Support Sub-Group
- Northern Region Pest Advisory Committee (Proxy)
- Speewah District Residents Association
- Tourism Kuranda
- Reef Guardian



Councillor Edward (Nipper) Brown

Committees

- Barron Catchment Care
- Great Wheelbarrow Race Organising Committee
- Julatten and Mt Molloy Association of Residents and Ratepayers
- Kuranda Community Precinct Advisory Committee
- Local Authority Waste Management Advisory Committee
- Local Disaster Management Group - Public Health & Environment Sub-Group
- Mareeba Liquor Industry Action Group
- Mareeba Sporting Precinct Committee
- Mareeba Fire Committee
- Tropical Tablelands Tourism
- Chillagoe Alliance (Proxy)



Councillor Mary Graham

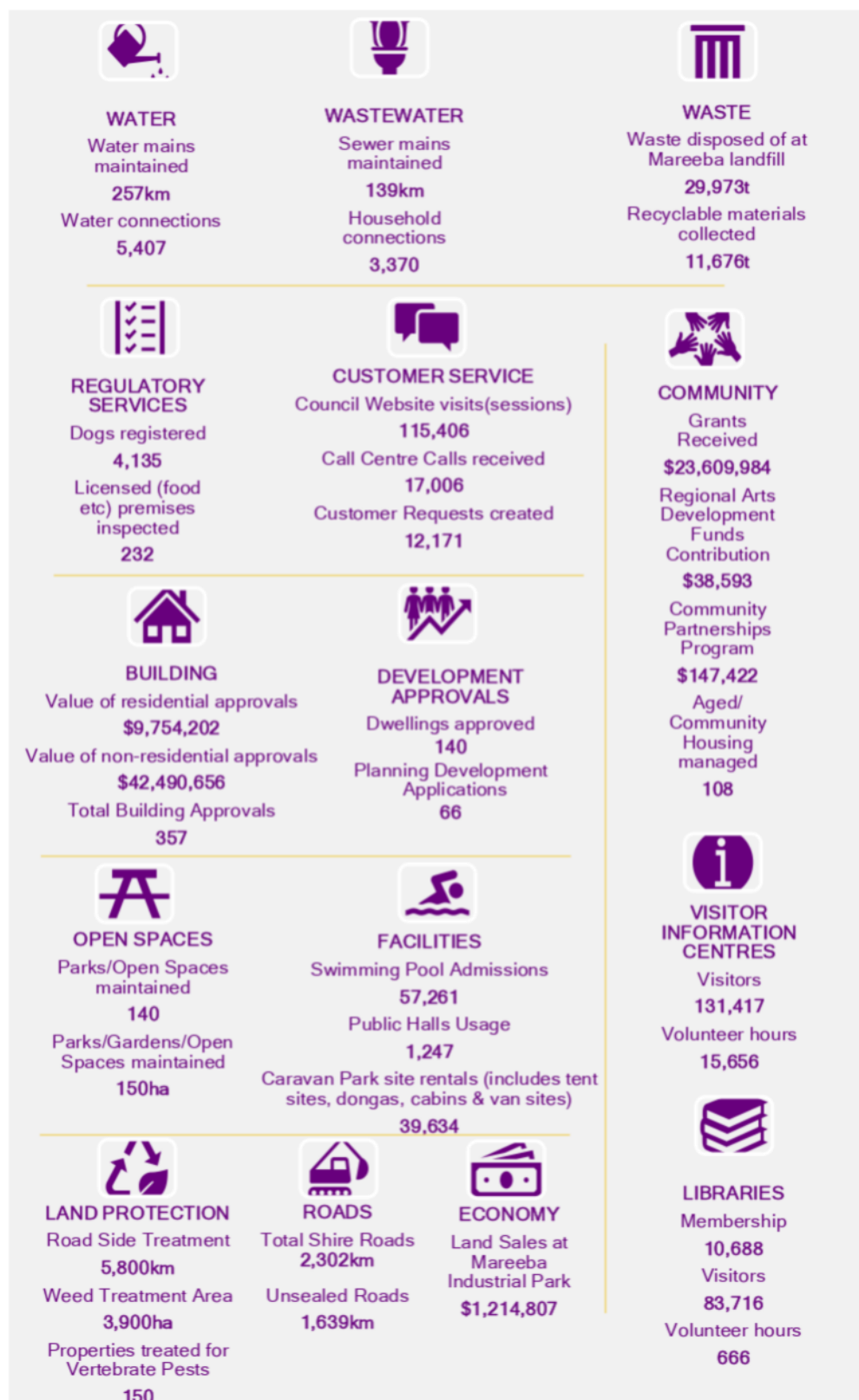
Committees

- Audit Committee
- Homelessness Community Advisory Group
- Local Disaster Management Group - Economic Sub-Group
- Mareeba Heritage Centre Management Committee
- Mareeba Multicultural Festival Committee
- Relay for Life Committee
- Tablelands Futures Corporation
- FlexiChoice

Mareeba Shire Council Annual Report

2018/2019

COUNCIL SERVICES KEY STATISTICS



Mareeba Shire Council Annual Report

2018/2019

SECTION 2: CORPORATE AND OPERATIONAL PLANS

CORPORATE PLAN, VISION AND GUIDING PRINCIPLES

On 18 April 2018 Council adopted the Corporate Plan 2018 - 2022. This document provides strategic direction of all activities to be undertaken by Council over the next five years.

The 2018/19 year was one of great accomplishment on a number of fronts. Working in partnership the two departments of Council (Corporate and Community Services and Infrastructure Services) has ensured the Council's vision: **'a growing, confident and sustainable Shire'** continued to be the focus for the organisation and through the five strategic priorities this vision has been delivered.

The focus for 2019/20 will continue to be based on the strategic priorities within the Corporate Plan 2018 - 2022 as well as facilitating significant technological change and advocacy for what is likely to be another challenging yet rewarding year.



Mareeba Shire Council Annual Report

2018/2019

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.

Strategic Priorities

- Long Term Financial Plan that supports effective and sustainable financial management
- Effective and sustainable financial management
- Effective business management
- A skilled and sustainable workforce

Major Achievements

- Wastewater Asset Management Sub-Plan adopted
- Community Housing Asset Management Plan (CHAMP) adopted
- Queensland Audit Office report to Parliament demonstrates Mareeba Shire as the most sustainable rural/regional Council in the State.

Mareeba Shire Council continues to strengthen in terms of sustainability when comparing industry approved ratios and measures. Based on the 2017/18 financial results, this Council was identified as the most sustainable Rural/Regional Council in Queensland according to the Queensland Audit Office report to Parliament which was published in May 2019.

Local government entities: 2017-18 results of financial audits (Report 18: 2018-19)

Rural/Regional councils	Current operating surplus ratio %	Avg. operating surplus ratio %	Avg. operating surplus ratio trend ^a	Net financial liabilities ratio %	Net financial liabilities ratio trend	Current asset sustainability ratio %	Avg. asset sustainability ratio %	Avg. asset sustainability ratio trend ^a
Rural/Regional councils								
Council	0.99%	1.91%	● -	-79.61%	● ↑	125.71%	106.38%	● ↓
Council	5.20%	-3.53%	● ↑	52.94%	● ↑	97.53%	116.28%	● ↓
Mareeba Shire Council*	12.96%	8.39%	● ↑	-72.68%	● ↑	242.00%	173.80%	● ↑
Council	-16.30%	-16.02%	● ↓	-51.10%	● ↑	74.73%	165.47%	● ↓
Council	6.09%	6.81%	● -	-17.15%	● ↑	167.00%	256.49%	● ↓
Council	1.18%	6.70%	● ↑	-167.63%	● ↑	77.00%	240.01%	● ↓
Council**	-0.66%	4.32%	● ↑	26.54%	● ↑	86.20%	160.74%	● ↓
Council	7.70%	3.01%	● ↑	-21.00%	● ↑	109.77%	107.56%	● ↑
Council	1.72%	-1.09%	● ↑	-51.08%	● ↑	85.53%	102.88%	● ↑
Rural/Regional average**	2.10%	1.16%		-42.69%		118.38%	158.07%	

Source: QAO Report to Parliament - Local Government Entities: 2017-18 results of financial audits (Report 18: 2018-19)

Legend: ↑ An improving trend - No substantial change ↓ A deteriorating trend.
 ● Target Met ● Partial ● Not Met

Through securing \$16.2 million for infrastructure related grants and subsidies from the Australian and Queensland governments in 2018/19, Council was able to deliver much needed asset renewal and upgrade projects. Significant progress in asset management planning and the integration with the Long-Term Financial Plan continues to provide a more robust and confident tool for decision-making around renewal profiles and the ability to fund our core and critical infrastructure.

Mareeba Shire Council Annual Report

2018/2019

Community

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

Strategic Priorities

- An engaged community
- An active, safe and healthy community
- A community being prepared and resilient to emergencies and disasters

Major Achievements

- Contributed \$147,422 towards Community Partnerships Program
- Distributed \$35,273 through the Regional Arts Development Fund towards community projects
- Partnered with 12 community groups to secure tenure over council owned facilities

Council has a strong sense of value for its community partners and volunteers who make this Shire a better place to live. Through the facilitation of community leases and community management of facilities, the ability for not-for-profit groups to engage with the community at large is enhanced greatly. Through the Community Partnerships Program, interest free loans and administration of the Regional Arts Development Fund, council has provided \$206,000 to support festivals, events, sporting initiatives and cultural development.

As a key player in the District Disaster Management Group, Council undertook two emergency exercises in 2018/19. One of these was at the Mareeba Airport (23 August 2018) and the other at the Rankin Street Council Chambers (25 July 2018). All relevant agencies were in attendance at these exercises which were held to ensure preparedness and resilience for emergencies and disasters of all descriptions.



Above: Mareeba Airport Emergency Exercise 23 August 2018.

Right: Article in the Tablelander 21 August 2018

Live crash exercise at airport

THE Mareeba Aerodrome Emergency Committee will conduct a live emergency exercise at the aerodrome on Thursday.

The exercise will involve a live simulated incident, necessary to meet Civil Aviation Safety Authority requirements.

Consequently, the aerodrome will be closed to all aircraft on Thursday, 9am-midday.

A NOTAM (Notice to Airmen) will be issued to formally notify aerodrome users of the closure.

The closure is necessary for airport and emergency response personnel to practice emergency response procedures in a safe and controlled environment.

Agencies collaborating with Mareeba Shire Council during the exercise include Queensland Police Service, Queensland Fire and Rescue Services and the State Emergency Service.

As agencies will be responding to a simulated incident, some traffic delays, noise and other minor disruptions may be experienced during the exercise. Council thanks residents and the community in advance for their patience and cooperation with any directions given by response agencies during the exercise.

Mareeba Shire Council Annual Report

2018/2019

Transport and Infrastructure

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

Strategic Priorities

- Sustainable infrastructure for the future
- Safe and effective transport network
- Securing and managing water resources
- Public spaces and facilities

Major Achievements

- Capital investment of \$31.9 million
- Commissioning of Mareeba Water Study, due for completion in late 2019
- Widening and sealing of Ootann Road (Packages 1 & 2) delivered under Northern Australia Beef Roads Program
- Adoption of Local Government Infrastructure Plan (LGIP)

Condition assessment and capture of defects of Council assets were a priority in 2018/19. Consideration for longer term community needs has also contributed to ensuring Council continues to provide core and critical assets now and into the future.

Capital renewals and upgrades were the focus of spending within the annual capital works program with allocations of \$7.7 million for roads, \$3.7 million for water, \$956,000 for wastewater and \$752,000 for community assets and facilities.

Adoption of the Local Government Infrastructure Plan on 5 November 2018 details Council's plans to deliver new trunk infrastructure to service the Priority Infrastructure Area (PIA) for the period 2016 to 2031 for the following infrastructure networks:

- Water supply
- Wastewater
- Stormwater
- Transport
- Parks and land for community facilities



Widening and Sealing - Ootann Road

Mareeba Shire Council Annual Report

2018/2019

Economy and Environment

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

Strategic Priorities

- Environmentally responsible and efficient waste and wastewater management
- A Sustainable Planning Scheme
- Support and encourage industrial and commercial growth and development
- The region's environmental assets are best managed while promoting economic well-being

Major Achievements

- Sales totalling \$1.2 million at Mareeba Industrial Park
- Mareeba Airport Upgrade nearing completion
- Environmental overlay review undertaken
- Mt Emerald Wind Farm Project contributed \$330 million of investment to the Shire's economy

The Mareeba Industrial Park saw five lots sold, a total of 23,583m², showing continued trends of economic strength in 2018/19. This together with some solid interest in leasing industrial land within the soon to be complete Mareeba Airport Upgrade is reassuring for the local economies.

With agriculture still being the largest employer in our shire, closely followed by government and tourism, our council remains at the forefront of growth for regional areas in Queensland with a 1.4% increase, the largest in the Far North.

The total value of building approvals, both residential and non-residential reached \$52 million this year, while Planning applications have showed no signs of slowing with a total of 66 applications processed in 2018/19.

"Every 10,000 m² at the Mareeba Industrial Park contributes \$5.6 million to the Mareeba economy and 17 jobs."

(Source: Cummings Economics)



Mareeba Shire Council Annual Report

2018/2019

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.

Strategic Priorities

- Ethical, accountable and transparent decision making
- Strong focus on compliance and enterprise risk
- Effective advocacy and strategic partnerships

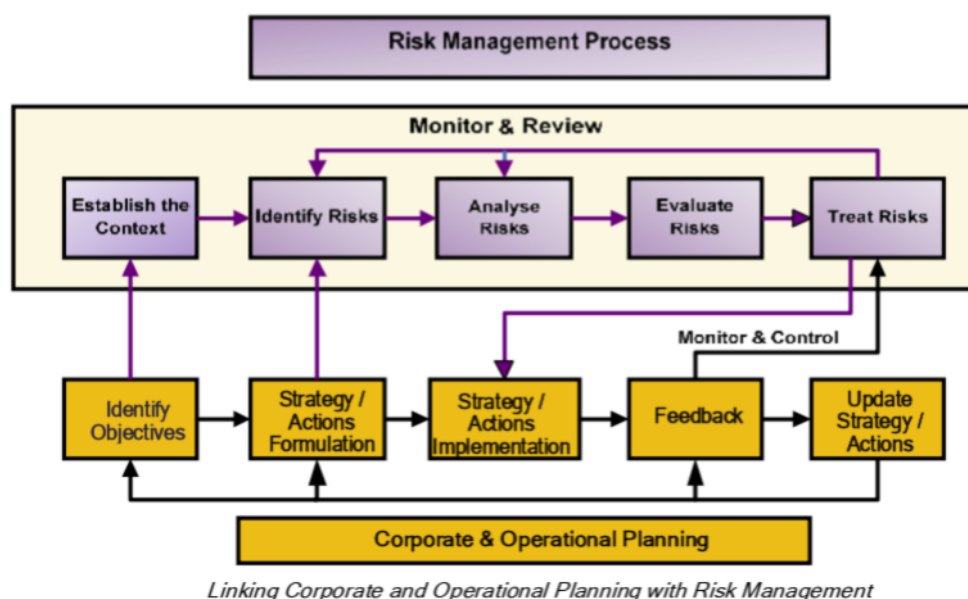
Major Achievements

- 70% of Council policies reviewed
- Adoption of Enterprise Risk Management suite of documents
- Local Laws review completed
- \$1.25 million of State Government funding committed for planning to look at the roads between Cairns and the Northern Tablelands to identify and prioritise upgrades

Clarity of strategic direction provided by the Corporate Plan 2018 - 2022 has been further enhanced through the new Enterprise Risk Management framework. Council now has a fully integrated approach for the following:

- Corporate Plan
- Operational Plan
- Budgets
- Council Reports
- Internal Audit Projects

Compliance and Policy reviews have been a major focus of our Development and Governance teams during 2018/19 with a view to completion in 2019/20.



Mareeba Shire Council Annual Report

2018/2019

OPERATIONAL PLAN

Based on the Corporate Plan 2018 - 2022, Council have delivered the projects listed below as presented in the annual Operational Plan for 2018/19.

FINANCIAL SUSTAINABILITY

PROJECT	OUTCOME
Long Term Financial Plan	<ul style="list-style-type: none"> Long Term Financial Plan was adopted on 20 June 2018 as part of the 2018/19 Budget. The Wastewater Long Term Financial Plan has been completed to align with the Asset Management Sub-Plans.
Comprehensive Asset Revaluations <ul style="list-style-type: none"> Buildings Footpaths Drainage 	<ul style="list-style-type: none"> Building revaluations were completed in May 2019. Footpaths and drainage revaluations were deferred and substituted with other infrastructure and waste assets.
Library Service Review	<ul style="list-style-type: none"> 39% of recommendations from the Library Service Review have been implemented. The remaining recommendations continue to be implemented.
Grant Funding Strategy	<ul style="list-style-type: none"> Work has commenced on developing a Grant Strategy/process. Appropriate projects are being identified and matched to suitable grant opportunities.
Full cost pricing models to ensure equitable allocation of costs across departments	<ul style="list-style-type: none"> Full cost pricing model was completed and included in 2018/19 budget which was adopted on 20 June 2018.
Solar Farm Feasibility Project	<ul style="list-style-type: none"> A final report has been prepared and demonstrates a solar farm is not feasible at this time.
Mareeba Industrial Estate Development	<ul style="list-style-type: none"> Expansion commenced and will be completed in 2019/20. This has been identified in the Operational Plan for next year.
Financial viability of solar electricity	<ul style="list-style-type: none"> Existing renewable energy projects are producing a positive outcome. A number of further sites have been identified for feasibility studies to be undertaken.
Records Management Policy	<ul style="list-style-type: none"> Records Management Policy adopted on 8 November 2018.
Digital capture/cataloguing of physical record holdings	<ul style="list-style-type: none"> All historical building, plumbing and drainage records have been scanned into Council's electronic record management system.

Mareeba Shire Council Annual Report

2018/2019

PROJECT	OUTCOME
Customer Service Standards	<ul style="list-style-type: none"> A Customer Service Charter has been implemented and published on Council's website. A reporting portal is in development for future implementation.
Information Communication Technology (ICT) Strategy implementation <ul style="list-style-type: none"> Internet communications O365 implementation (phase 1) Audit non T1 information system suitability for Cloud migration 	<ul style="list-style-type: none"> Communications implementation is complete. Office365 implementation will commence in 2019/20. Technology One product customisations and integration points are under review as part of the Cloud Readiness Assessment (CRA) process.
Sustainable workforce	<ul style="list-style-type: none"> Training occurs on an ongoing basis with a focus on safety and transparency as well as development. Public Interest Disclosure (PID) awareness training has been offered to all employees with more specific training provided to Managers, Governance and HR Officers On-going review and update of recruitment processes and position descriptions being conducted to ensure efficiency and legislative compliance. An upgrade to interactive electronic recruitment platform is under consideration.

COMMUNITY

PROJECT	OUTCOME
Council website enhancements	<ul style="list-style-type: none"> Website modifications have been made with ongoing reviews to occur in 2019/20. Content review will continue as an ongoing project across all areas.
Community Engagement Policy and Strategy	<ul style="list-style-type: none"> This project will commence late 2019.
Community Wellbeing Strategy	<ul style="list-style-type: none"> This project will commence late 2019.
Review Community Leasing	<ul style="list-style-type: none"> Initial roll-out of community leasing is complete. Further reviews will continue to ensure consistent applications and alignment with policy.
CCTV Feasibility Study	<ul style="list-style-type: none"> Further research and investigations will be undertaken in consultation with the Queensland Police Service.

Mareeba Shire Council Annual Report

2018/2019

Keeping Safe in Mareeba Shire

(Media Release)

Mareeba Shire Council has officially released a community awareness guide, aimed at keeping locals and tourists safe when exploring the Shire.

Funded by the Queensland Government's Get Ready Program, the resource includes tips on how to prepare for different types of weather events, driving on unfamiliar road conditions and how to deal with other hazards that may occur when travelling around the Shire.

Fire and Emergency Services Minister Craig Crawford welcomed the release of Council's guide.

"Each year, Queenslanders face a range of hazards, including bushfires, cyclones, floods and severe storms, and all Queenslanders share responsibility for not just being prepared for emergencies, but also building a community that is resilient to nature's ongoing challenges," Mr Crawford said.

"That's why Queensland Fire and Emergency Services (QFES) works closely with residents, councils, other government agencies, community groups and businesses to encourage and help everyone to "Get Ready".



Mareeba Shire Mayor Tom Gilmore said the safety initiative was the first of its kind in the Far North.

"Mareeba has a wonderful reputation with the travelling public and we want visitors to enjoy a safe and memorable experience in the Shire," Cr Gilmore said.

"Council saw the need for such a resource and together with the Queensland Government and the Queensland Fire and Emergency Services, I think we have produced a vital resource which could ultimately save someone's life."

"I would like to thank Council staff for their contribution and of course to the Queensland Government for funding this project," he said.

THE GUIDES ARE AVAILABLE ON COUNCIL'S [WEBSITE](#).

Mareeba Shire Council Annual Report

2018/2019

TRANSPORT AND INFRASTRUCTURE

PROJECT	OUTCOME
Asset Management Plans <ul style="list-style-type: none"> Roads Facilities Parks Swimming Pools Aerodromes Footpaths Fleet Waste Stormwater 	<ul style="list-style-type: none"> Road condition and defect assessment completed 2018. Ongoing routine inspections underway. Gates & Grids assessments completed September 2018. Footpath inspections continuing. Stormwater infrastructure inspections underway expected completion August 2019. Preparation of facility inspection program underway.
Community Housing Asset Management Plan (CHAMP)	<ul style="list-style-type: none"> CHAMP completed and lodged with Department of Housing and Public Works in March 2018. Awaiting departmental feedback and approval. Maintenance is planned for priority works identified in this plan. Condition assessments have been completed on nearly 75% of the properties and this data will be used to update the plan.
Bridges Asset Management	<ul style="list-style-type: none"> Bridges, Major Culverts & Causeway Asset Management Sub-Plan drafted in preparation for presentation to Council. Level 1 & Level 2 bridge inspection training course for staff scheduled for late July 2019.
Water Asset Management	<ul style="list-style-type: none"> Data verification of assets is complete. AMP adoption will be dependent on Mareeba water strategy recommendations.
Wastewater Asset Management	<ul style="list-style-type: none"> Asset Management Sub-Plan completed.
Local Government Infrastructure Plan (LGIP)	<ul style="list-style-type: none"> Completed and adopted November 2018.
Kuranda Cemetery	<ul style="list-style-type: none"> Council endorsed further investigation to determine the viability of a Lot 514 Plan SP248398 in Koah as a new cemetery to service Kuranda and surrounding communities. This work will be undertaken in 2019/20.
Mareeba Cemetery	<ul style="list-style-type: none"> Review of remaining capacity to be undertaken and planning to commence in 2019/20.

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PROJECT	OUTCOME
Kuranda Infrastructure Program	<ul style="list-style-type: none"> Completed projects in accordance with Kuranda Township Masterplan. <ul style="list-style-type: none"> Therwine Street Redevelopment Centenary Park Amenities refurbishment. Projects commenced for completion in 2019/20 in accordance with Kuranda Township Masterplan. <ul style="list-style-type: none"> Kuranda Wayfinding Signage Concept design completed. JumRum and Jungle Walk walking trails renewal projects in design and planning. Detailed design of Barron Falls walking trail completed.
Mareeba CBD Traffic Study	<ul style="list-style-type: none"> Stakeholder engagement undertaken to inform final design. Temporary works to reflect proposed changes completed in Rankin/Walsh Street area in July 2019.
Ootann Road improvements	<ul style="list-style-type: none"> Package 1 completed August 2018. Package 2 commenced with practical completion due August 2019.
John Doyle Bridge Rehabilitation	<ul style="list-style-type: none"> Materials procured and project postponed until April 2020 (wet season dependent).
Byrnes Street Water Main Upgrade	<ul style="list-style-type: none"> Project completed.
Mareeba Water Strategy	<ul style="list-style-type: none"> Consultant engaged to undertake Study. Final report due to be received by end of 2019.
Bicentennial Lakes Revitalisation	<ul style="list-style-type: none"> Masterplan adopted by Council July 2018. Design plans for implementation developed for future budget considerations.
Mareeba Town Beautification	<ul style="list-style-type: none"> CBD Street Tree Masterplan adopted. Western side of Byrnes Street upgraded in line with plan as part of Byrnes Street watermain project. Eastern side Byrnes Street to be completed in 2019/20 Street Tree Planting Policy prepared in preparation for adoption by end of 2019.

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ECONOMY AND ENVIRONMENT

PROJECT	OUTCOME
Waste Strategy	<ul style="list-style-type: none"> Completed and reported to Council in April 2019.
Water Asset Management	<ul style="list-style-type: none"> Water Asset Management Sub-plan underway and to be finalised in late 2019.
Planning Scheme Review	<ul style="list-style-type: none"> Initial Environmental Overlay review completed, and next stage will occur in the next financial year. Following advice from the Department of State Development, Manufacturing, Infrastructure and Planning the Koah Rural Residential Assessment will not proceed.
Mareeba Airport Upgrade	<ul style="list-style-type: none"> Stage 1 completed, providing 52 fully serviced lots suitable for aviation-related businesses. Stage 2 underway which includes runway extension, new lighting, additional taxiways and increased carrying capacity for larger aircraft. Refer to New Aviation Hub for FNQ (Media Release page 21 in this document) for further information.
Economic Tourism development	<ul style="list-style-type: none"> The review of Tourism Kuranda strategic direction is complete with a new strategic plan for destination development and marketing released in July 2019. A study to ascertain the feasibility of developing a rail trail from Mareeba to Walkamin is underway.
Aged Care Strategy	<ul style="list-style-type: none"> A consultant will be engaged during July 2019 to explore future options for the delivery of the Community Housing Service.
Visitor Information Services	<ul style="list-style-type: none"> Tourism Kuranda Strategic Plan review is complete and will offer further direction.
Land, Pest and Fire Management	<ul style="list-style-type: none"> 90% of 2019 fire breaks installed across the Shire by 30 June 2019. Local and state-controlled roadsides treated for rat's tail, gamba grass and parthenium. Working with Biosecurity Queensland, Tropical Weeds Research Catchment Management and affected landowners on multi species weed removal from upper Walsh River system.
Reef Guardian Council Program	<ul style="list-style-type: none"> 2018/19 Action Plan adopted by Council.

New Aviation Hub for FNQ

(Media Release)

Stage 1 of the \$23 million Mareeba Airport upgrade was officially opened on Thursday 7 March.

Member for Cook Cynthia Lui said the Palaszczuk Government was investing in Mareeba's future. "The upgrade to Mareeba Airport is one of the most significant events in the history of Far North Queensland regional aviation," Ms Lui said.

"This marks an important milestone as we celebrate the stage one upgrades of a project which will result in a wide range of economic benefits and provide a regional solution for growing aviation demand in Far North Queensland.

"Pilot training, aircraft maintenance and new fast links to markets for the area's acclaimed produce are all within easier reach because of this upgrade.

"The Palaszczuk Government is providing \$13 million towards the two-stage transformation which will create an upgraded regional airport supporting 83 jobs."

Minister for Fire and Emergency Services and Member for Barron River Craig Crawford who represented the Premier to officially open Stage 1 said the bottom line was more jobs.

"The new facility will increase employment as it becomes a base for development of regional capabilities in avionics and aircraft maintenance," he said.

Stage One includes the new commercial precinct with 52 fully serviced lots suitable for aviation-related businesses, including a wastewater treatment plant and drainage works to service the commercial precinct, upgrades to surrounding roads, a new airport water main and renewal of airport fencing. Stage two of the upgrade will see the airport runway extended and carrying capacity increased to cater for larger aircraft.

Mareeba Shire Mayor Tom Gilmore said the new aviation precinct will create a welcome economic flow into the community and will create local job opportunities.

"I am simply thrilled to see this project come to fruition and the benefit this development will bring not only to Mareeba but to the Shire and Tablelands," he said.

The Mareeba Airport Upgrade Project is being jointly funded by the Queensland Government and Australian Government and is being delivered by Mareeba Shire Council who have appointed Cairns-based contractor FGF Developments



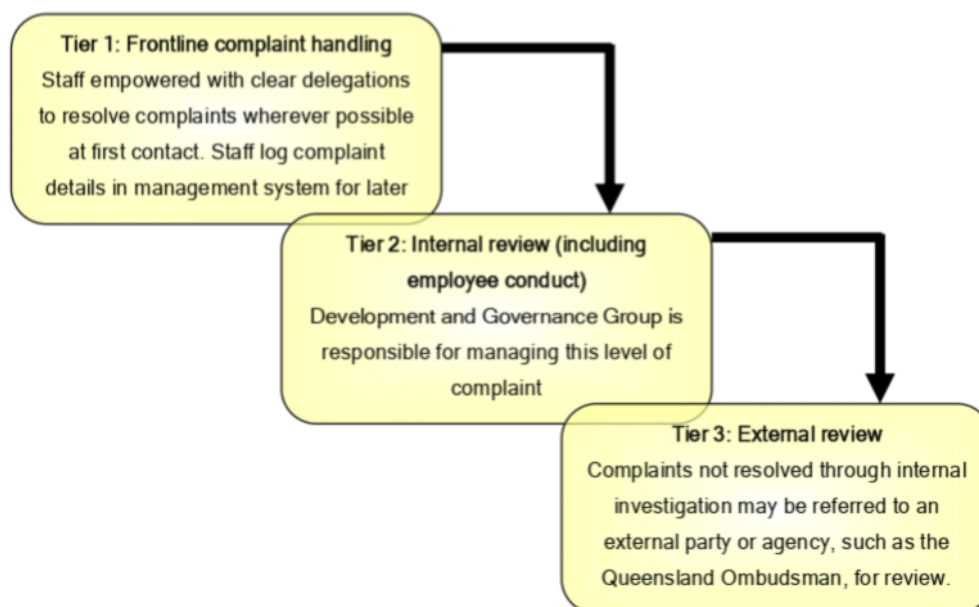
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GOVERNANCE

PROJECT	OUTCOME
Historical Town Policy	<ul style="list-style-type: none"> Adopted by Council June 2019.
Policy Review	<ul style="list-style-type: none"> New strategy will be implemented in July 2019 with training on the preparation and writing policy papers.
Enterprise Risk Management process	<ul style="list-style-type: none"> Completed and adopted December 2018.
Compliance Review	<ul style="list-style-type: none"> Preliminary work has commenced on this review, to be completed next financial year.
Business Continuity <ul style="list-style-type: none"> BCP review Disaster Recovery Plan development 	<ul style="list-style-type: none"> Review of BCP commenced in this financial year.
Complaint Management	<ul style="list-style-type: none"> Completely implemented.
Local Laws Review	<ul style="list-style-type: none"> Final implementation to be completed in August 2019.
Advocacy Policy	<ul style="list-style-type: none"> Framework for policy under development.

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

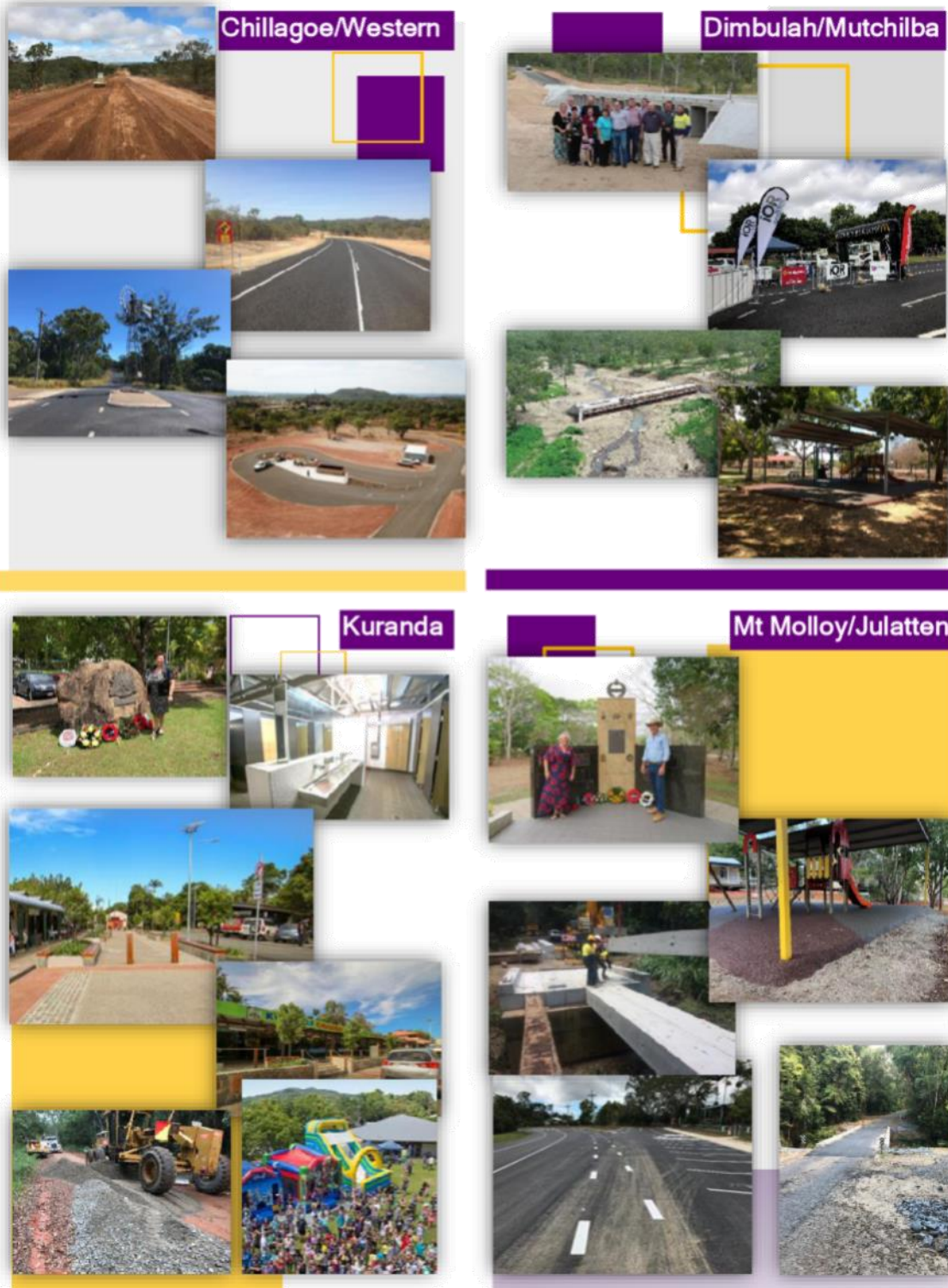


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AROUND THE SHIRE

Council continues to work with the Community to achieve our vision of a
'growing, confident and sustainable Shire'.



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SECTION 3: ANNUAL LEGISLATIVE DISCLOSURES

CORPORATE GOVERNANCE

Mareeba Shire Council continues to be a responsible local government, operating in accordance with legislation and focusing on the ethical business activities and relationships between Councillors, senior management, employees, the community, government departments, business clients and other key stakeholders.

Council has a governance framework outlined below, that enhances organisational performance, whilst monitoring and maintaining compliance with legislative and other controls.

- Building awareness of organisational responsibilities and accountabilities
- Strong financial stewardship and fiscal responsibility
- Monitoring and maintaining compliance with legislation, policy, standards and controls
- Integral practices, procedures and ethical decision-making with continuous improvement activities and transparent reporting
- Involving the community as a key stakeholder in decision-making and consultation opportunities.

RISK MANAGEMENT

Risk management is the identification, assessment and prioritisation of risks. It also includes the steps taken to minimise such risks. Council has a Risk Management Policy, Risk Management Guidelines and Risk Management Framework to assist in identifying risks and opportunities in all aspects of Council operations.

The following risk types are regularly reviewed, monitored and reported:

Strategic risks

- Council receives a quarterly report at the confidential session of the ordinary meeting
- Audit Committee receives a report each meeting

Operational risks

- Audit Committee receives information on strategic risks and all operational risks exceeding the set risk tolerance
- Group executives and management monitor their risks each quarter

Project risks

- Governance committees overseeing large projects monitor project risks

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COUNCILLOR REMUNERATION AND EXPENSES REIMBURSEMENT

COUNCILLOR REMUNERATION

The amount of remuneration paid to Local Government Councillors for the time and effort spent on Council business is determined by the Local Government Remuneration and Discipline Tribunal ('The Tribunal').

The Tribunal has determined that the Mareeba Shire Council is a Category 2 Council and the following annual remuneration amounts applied to Category 2 Councils during the period 1 July 2018 to 30 June 2019:

MAYOR	DEPUTY MAYOR	COUNCILLORS
\$119,903	\$71,943	\$59,952

The total remuneration paid to each Councillor and the total superannuation contribution paid on behalf of each Councillor during the period 1 July 2018 to 30 June 2019 is as follows:

NAME	REMUNERATION PAID	SUPERANNUATION PAID
Cr Tom Gilmore	\$119,903	\$14,388
Cr Alan Pedersen	\$71,943	\$8,633
Cr Edward Brown	\$59,952	\$7,194
Cr Kevin Davies	\$59,952	\$7,194
Cr Mary Graham	\$59,952	\$7,194
Cr Angela Toppin	\$59,952	\$7,194
Cr Lenore Wyatt	\$59,952	\$7,194

COUNCILLOR EXPENSES REIMBURSEMENT

In addition to remuneration for time spent on Council business, Local Government Councillors are also entitled to receive reimbursement of all approved expenses incurred in undertaking their role as a Councillor.

Council has adopted the Councillor Remuneration, Expenses Reimbursement and Resources Policy as required by section 250 of the *Local Government Regulation 2012*.

In accordance with the policy, Councillors are provided with reimbursements of expenditure for their vehicles, as well as incidental costs such as mobile phone costs and other costs related to Council business.

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The total amount of expenses reimbursed to each Councillor during the period 1 July 2018 to 30 June 2019 is as follows:

NAME	AMOUNT (\$)
Cr Tom Gilmore	\$9,600
Cr Alan Pedersen	\$8,963
Cr Edward Brown	\$3,300
Cr Kevin Davies	\$3,300
Cr Mary Graham	\$3,300
Cr Angela Toppin	\$3,300
Cr Lenore Wyatt	\$3,300

In accordance with policy provisions, Councillors were also provided with the facilities and resources necessary to effectively undertake the requirements of their position.

These facilities and resources included:

- Administrative and secretarial support
- Office space and Council meeting rooms
- Access to computers
- Use of Council landline telephone and internet access
- Access to fax, photocopier, scanner, printer and stationery
- Council owned vehicles available for business use by all Councillors
- Insurance cover under relevant Council policies (Public Liability, Councillors' Liability, Personal Accident, Workers Compensation)
- Provision of meals (lunches/morning teas) when attending Council meetings and workshops
- Attendance at approved work-related conferences and workshops
- Travel and accommodation to attend Council related business

OVERSEAS TRAVEL

No overseas travel was undertaken during the 2018/19 financial year.

COUNCILLOR MEETING ATTENDANCE

Below list outlines Councillor attendance at council meetings held between 1 July 2018 and 30 June 2019. Leave was granted for the unattended meetings by Councillors.

NAME	NUMBER
Cr Tom Gilmore	12
Cr Alan Pedersen	15
Cr Edward Brown	13
Cr Kevin Davies	14
Cr Mary Graham	15
Cr Angela Toppin	13
Cr Lenore Wyatt	15

MEETINGS HELD	NUMBER
Ordinary Meetings	12
Special (Budget) Meetings	1
Special Meetings	2

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COUNCILLOR CONDUCT

The new councillor complaints framework provided for under the *Local Government (Councillor Complaints) and other Legislation Amendment Act 2018* and associated Regulation came into operation on 3 December 2018. These changes resulted in the requirement to report both on complaints received under the former legislation (complaints decided before 3 December 2018) and on complaints received under the new legislation (complaints made after 3 December 2018).

Complaints received under former legislation before 3 December 2018 are shown in the table below.

DESCRIPTION	NUMBER
Orders and recommendations made under section 180(2) or (4) of the Act	Nil
Orders made under section 181 of the Act	Nil
The name of each councillor for whom an order or recommendation was made under section 180 of the Act or an order was made under section 181 of the Act	Nil
Description of the misconduct or inappropriate conduct engaged in by each of the Councillors	Nil
Summary of the order or recommendation made for each Councillor	Nil
Complaint about the conduct or performance of Councillors for which no further action was taken under section 176C(2) of the Act	1
Complaints referred to the department's Chief Executive under section 176C(3)(a)(i) of the Act	1
Complaints referred to the Mayor under section 176C(3)(a)(ii) or (b)(i) of the Act	1
Complaint referred to the department's Chief Executive under section 176C(4)(a) of the Act	Nil
Complaints assessed by the Chief Executive Officer as being about corrupt conduct under the Crime and Corruption Act	Nil
Complaints heard by a regional conduct review panel	Nil
Complaints heard by the tribunal	Nil
Complaints to which section 176C(6) of the Act applied	Nil
Action taken after preliminary assessment under section 176C	Nil
Disciplinary Action taken under section 180	Nil
Complaints of Inappropriate conduct under section 181	1

Complaints received under new legislation after 3 December 2018 are shown in the table below.

DESCRIPTION	NUMBER
Orders made under section 150I(2) of the Act	Nil
Orders made under section 150AH(1) of the Act	Nil
Decisions, orders and recommendations made under section 150AR(1) of the Act	Nil
Name of each Councillor for whom decisions, orders and recommendations was made under 150AR(1) or an order was made under sections 150I(2) or 150AH(1) of the Act	Nil
Description of the unsuitable meeting conduct, inappropriate conduct or misconduct engaged in by each of the Councillors	Nil
<u>Summary of the decision, order or recommendation made for each Councillor</u>	
Complaints referred to the Independent Assessor under section 150P(2)(a) of the Act by the local government; a Councillor of the local government and the Chief Executive Officer of the local government	1
Matters mentioned in section 150P(3) of the Act, notified to the Crime and Corruption Commission	Nil

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DESCRIPTION	NUMBER
Notices given under section 150R(2) of the Act	Nil
Notices given under section 150S(2)(a) of the Act	Nil
Decisions made under section 150W(a), (b) and (d) of the Act	1
Referral notices accompanied by a recommendation mentioned in section 150AC(3)(a) of the Act	Nil
Occasions information was given under section 150AF(4)(a) of the Act	Nil
Occasions the local government asked another entity to investigate, under chapter 5A, part 3, division 5 of the Act for the local government, the suspected inappropriate conduct of a Councillor	Nil
Applications heard by the conduct tribunal about the alleged misconduct of a Councillor	Nil

REMUNERATION PAYABLE TO SENIOR MANAGEMENT

The below table provides the number of senior management staff and their remuneration value range.

REMUNERATION BAND	NUMBER
\$300,000 - \$400,000	1
\$200,000 - \$300,000	2

PUBLIC SECTOR ETHICS ACT

The *Public-Sector Ethics Act 1994* requires that the Annual Report of each public-sector entity (which includes a Local Government) must include an implementation statement giving details of the action taken during the reporting period to comply with those sections of the Act relating to preparation of codes of conduct and access to, and education and training in, the ethics principles and public-sector ethics.

The four ethics principles are:

- Integrity and impartiality;
- Promoting the public good;
- Commitment to the system of government; and
- Accountability and transparency.

Council's Employee Code of Conduct is compliant with current legislation, in particular, the ethics principles outlined above. Education and training in relation to the ethics principles and the Code of Conduct are included as part of the induction process for all new employees and refresher training is provided to all employees.

Topics covered by this training include:

- The operation of the *Public-Sector Ethics Act 1994*
- The application of ethics principles and obligations
- The contents of the Code of Conduct
- The rights and obligations of employees in relation to a contravention of the Code of Conduct

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Education and training have been provided to new employees, contractors, volunteers and students on work experience.

Copies of the ethics principles and Code of Conduct are provided at each workplace for access by Council staff. Any person, other than Council staff, can obtain access to, or purchase a copy of, the Code of Conduct at any of the Council's administration offices.

The administrative procedures and management practices of the Council have regard to the ethics obligations of public officials and the Council's Code of Conduct and all employees are required to act in ways which give a commitment to a high standard of ethics and which ensure the highest standards of public administration.

ADMINISTRATIVE ACTION COMPLAINTS

Administrative action complaints are processed in accordance with the provisions of the Council's adopted Complaints Management Policy. The objectives of the policy are to ensure that the Council has an organised way of responding to, recording, reporting and using complaints to improve service to the community.

The Complaints Management System governed by the policy aims to:

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

In relation to Council's performance in resolving complaints under the complaint management process, as can be seen in the table below, the number of complaints outstanding at the end of the financial year was eleven compared to a carry-over of four at 30 June 2018. Of the eleven remaining at the close of the current reporting period, one is a carry-over due to the complexity of the matters raised and the significant and protracted involvement of external review agencies.

DESCRIPTION	AMOUNT
Administrative action complaints carried over from the previous financial year	5
Administrative action complaints lodged during 2018/19	114
Administrative action complaints resolved during 2018/19	108
Administrative action complaints unresolved at close of the financial year	11

CHANGES TO TENDERS

There were two (2) occasions during the year where persons who submitted a tender were invited to change their tender to take account of a change in the tender specification prior to Council making a decision under section 228(7) of the *Local Government Regulation 2012*.

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GRANTS TO COMMUNITY ORGANISATIONS

The following grants/donations were provided to community groups and sporting clubs during the period 1 July 2018 to 30 June 2019 in accordance with Council's Community Partnerships Program (CPP) Policy and the Rate Rebate and Remission Policy 2018/19:

GRANTS TO COMMUNITY ORGANISATIONS	AMOUNT
Cash	\$24,764
Remittance of Rates and Charges (including water consumption)	\$72,911
In-Kind Assistance	\$49,747
TOTAL	\$147,422

Grants provided to community organisations through the Regional Arts Development Fund for arts and cultural projects are separate to the amounts listed above and totalled \$35,273 for the 2018/19 financial year.

Councillors of the Mareeba Shire Council are not provided with discretionary funds to allocate as they see fit. Funding was not therefore provided to community organisations from this source.

LIST OF COUNCIL REGISTERS

- Register of Members Interests
- Register of Councillor Conduct
- Register of Delegations by Council
- Register of Roads
- Register of Assets
- Register of Cost Recovery Fees
- Register of Delegations by the Chief Executive Officer
- Register of Local Laws and Subordinate Local Laws
- Register of Lands
- Register of Policies
- Cemetery Register
- Impounding Register
- Gifts and Benefits Register
- Register of On-site Sewerage Facilities

COMPETITIVE NEUTRALITY COMPLAINTS

During the 2018/19 financial year Council was not in receipt of any competitive neutrality complaints. During the same period, Council was not in receipt of any Queensland Productivity Commission notices of investigations, nor any Queensland Productivity Commission recommendations on any competitive neutrality complaints.

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CONDUCT OF BUSINESS ACTIVITIES

Application of Code of Competitive Conduct

The following business activities were conducted by Council during the 2018/19 financial year:

- Water Supply
- Sewerage
- Waste Management
- Soil Laboratory
- Building Certification

The *Local Government Act 2009* (s 45 (b)) requires that a Council's Annual Report must identify the business activities that are a significant business activity. A significant business activity does not include a roads activity, or an activity related to the provision of library services. All significant business activities have had the Competitive Neutrality Principles applied. The *Local Government Regulation 2012* (s19) identifies the following expenditure thresholds for significant business activities:

- 10,000 or more premises being connected to a water service for the provision of combined water and sewerage services
- \$9.7 million for another business activity

The Regulation also provides that a Local Government must use the financial information for the previous financial year that was presented to the Local Government's budget meeting to identify each new significant business activity for the financial year. None of the Council's business activities exceeded the threshold for a significant business activity for the 2018/19 financial year. The business activities listed above were also conducted by Council in the previous financial year (2017/18), and there were no new business activities commenced in 2018/19.

NON-CURRENT ASSETS AS AN EXPENSE

There were no resolutions made during the year under section 206(2) of the *Local Government Regulation 2012* (setting an amount for each different type of non-current physical asset below which the value of an asset of the same type must be treated as an expense). It has previously been determined that the threshold for capitalisation of asset classes other than land is \$5,000. These details form part of Note 14 to the Financial Statements.

SPECIAL RATES/CHARGES LEVIED

Council did not during the year, take any action in relation to, or expend funds on, a service, facility or activity, under section 190(d) of the *Local Government Regulation 2012*.

- supplied by another local government under an agreement for conducting a joint government activity; and
- for which the local government levied special rates or charges for the financial year.

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RATE REBATE AND REMISSION POLICY

The Rate Rebate and Remission Policy sets out Council policy, as per annual budget resolution, in relation to the granting of rebates and remissions on rates and charges.

The *Local Government Regulation 2012* - Chapter 4, Part 10 Concessions, gives local governments the power to grant concessions for rates and charges.

A concession may only be of the following types:

- (a) a rebate of all or part of the rates or charges
- (b) an agreement to defer payment of the rates or charges
- (c) an agreement to accept a transfer of unencumbered land in full or part payment of the rates or charges

A concession may only be granted by resolution of the Council and for the Mareeba Shire Council; this is done as part of the annual budget adoption process and also noted in the adopted Revenue Statement.

DEBT POLICY

The Debt Policy details the principles upon which Council bases its decisions when considering the type of expenditure to be funded by borrowings for the financial years 2018/19 to 2027/28, the total current and projected borrowings and the ranges of periods over which they will be repaid.

REVENUE POLICY

The Revenue Policy (adopted annually at the budget meeting) governs the principles used by Council for making and levying rates and utility charges, exercising powers to grant rebates and concessions, for recovering unpaid amounts of rates and charges and the setting of miscellaneous fees and charges.

AUDIT COMMITTEE

Although Council is not required under legislation to have an Audit Committee, Council has elected to appoint an Audit Committee. The Committee comprises an independent member as chairperson (Ruth Faulkner) and two Councillors (Cr Davies and Cr Graham). The independent chairperson is also responsible for probity audits.

Three meetings of the Audit Committee were held during the financial year; 14 August 2018, 2 October 2018, and 12 March 2019.

The main issues considered by the Committee throughout the 2018/19 year were:

- Financial statements for the year ended 30 June 2018
- Audit strategy for the 2018/19 financial year
- Internal audit plan and status
- Enterprise Risk Management
- External audit results and recommendations
- Probity audit reviews and status

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INTERNAL AUDIT

The function of an internal audit provides stakeholders with a level of assurance that business processes are operating appropriately and effectively in accordance with organisational and legislative requirements. Pacifica Chartered Accountants providing internal audit services for Mareeba Shire Council.

Pacifica Chartered Accountants was appointed as Council's Internal Auditors on 23 April 2015 for the period 1 January 2015 to 30 June 2018. Further to this, an extension to the agreement for another 3-year term to 30 June 2021 has been accepted.

Based on Council's budget for Internal Audit services; risk management frameworks; governance maturity and procedure documents; external audit findings and key areas of interest/concern for the Executive Management Team, an annual Internal Audit Plan for the three years spanning 2019 to 2021 has been endorsed by the Audit Committee.

Internal Audit activities undertaken during the 2018/19 year include:

- Fraud Risk & Ethical Conduct
- Non-financial Reporting Integrity

Current 2018/19 Annual Internal Audit Plan

NO.	PROJECT	DEPARTMENT
1.	Fraud Risk and Ethical Conduct	Organisation-wide
2.	Non-financial Reporting Integrity	Infrastructure Services

Previous 2017/18 Annual Internal Audit Plan

NO.	PROJECT	DEPARTMENT
1.	Payroll - Key Internal Control Assessment	HR; Finance
2.	Fraud and Ethical Conduct Review incorporating Fraud Risk Register	Organisation-wide
3.	Revenue Assurance - Water Billing Practices and Controls	Water and Waste; Finance
4.	Implementation of Council Decisions Review	Organisation-wide

SECTION 4: FINANCIAL INFORMATION

COMMUNITY FINANCIAL REPORT

The Community Financial Report is produced to enable members of the community to gain a better understanding of our financial performance and position over the last financial year.

The report uses plain language and pictorial aids such as graphs and tables to give all interested readers and stakeholders an easy to follow summary of the financial statements.

The Community Financial Report is prepared in accordance with Section 179 of the *Local Government Regulation 2012* and focuses on:

Statement of
Comprehensive
Income

Statement of
Financial
Position

Statement of
Changes in
Equity

Statement of
Cash Flows

Measures of
Financial
Sustainability
Performance

Performance Highlights:

During the 2018/19 financial year, Council has:

- Continued to achieve a sound financial position resulting in an operating surplus of \$8.3 million, which continues to lay the foundation of Council's promising long-term financial sustainability.
- In comparison to other similar sized Councils, sustained a relatively low debt of \$5.8 million at year end.
- Achieved a net financial liability ratio of -72% which remains well below the target of not greater than 60%, noting that a negative percentage is a favorable result.



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STATEMENT OF COMPREHENSIVE INCOME

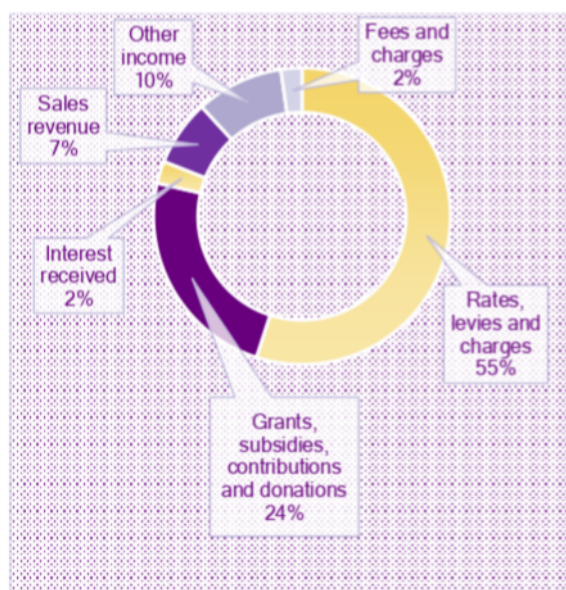
The Statement of Comprehensive Income (often referred to as the Profit and Loss Statement) shows the details of Council's operating and capital income and expenses for a specified reporting period. Income minus expenses results in either a profit or loss amount known as the net result.

A Summarised Statement of Comprehensive Income for the year ended 30 June 2019 is shown in the table below:

SUMMARY OF STATEMENT OF COMPREHENSIVE INCOME	AMOUNT \$(000)
Operating Revenue	\$55,428
Less: Operating Expenses	(\$47,085)
Operating Position	\$8,343
Plus: Capital Income	\$19,762
Less: Capital Expenses	(\$601)
Net Result*	\$27,504

* The Net Result does not represent surplus cash funds available as a substantial portion of income items are restricted to specific use and are not available for general use - for example, Benefited Area income and legislative provisions. In addition, capital grants are allocated as funding to maintain or expand Council's infrastructure and cannot be used for operational purposes.

Operating Revenue - Where our money comes from



Operating revenue includes rates and utility charges, fees and charges, operating grants and subsidies, sales revenue, interest and other income.

Council received \$55.4 million in operating revenue during the financial year. Rates and utility charges of \$30.5 million was the largest contributor to revenue, which is 55% of the total revenue for the year. Other sources are shown in the graph below.

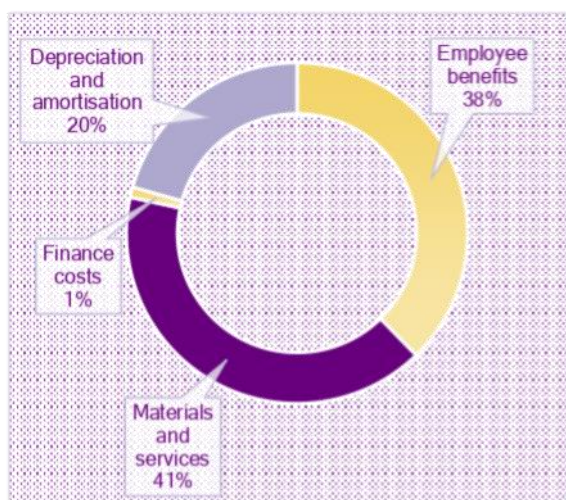
Capital revenues refer to income from grants, subsidies and contributions. This revenue is used to pay for fixed assets. Total capital revenue during the 2018/19 financial year was \$19.7 million.

OPERATING REVENUE SOURCES	AMOUNT \$(000)
Rates & Utility Charges (Net of discount and remissions)	\$30,466
Fees & Charges	\$1,264
Operating Grants, Subsidies & Contributions	\$13,093
Sales Revenue	\$3,983
Interest - Investment & Rates	\$1,350
Other Revenue	\$5,272
Total Operating Revenue	\$55,428

Mareeba Shire Council Annual Report

2018/2019

Operating Expenditure - What expenses did Council have to meet?



During the 2018/19 financial year, Council focused on continuing its commitment to long term financial sustainability.

Total operational expenses of \$47 million were incurred during the year 1 July 2018 to 30 June 2019. The largest portion of funds were spent on Materials and Services which includes roads, drainage and bridges, totalling \$19.1 million or 41% of the total expenditure.

OPERATING EXPENDITURE	AMOUNT \$(000)
Employee benefits	\$17,757
Materials and services	\$19,150
Finance costs	\$456
Depreciation and amortisation	\$9,722
TOTAL EXPENDITURE	\$47,085

STATEMENT OF FINANCIAL POSITION

The Statement of Financial Position (more commonly known as the Balance Sheet) displays a 'snapshot' of assets and liabilities at a specified reporting date. The statement measures what Council owns (assets) and what Council owes (liabilities). The difference between these two components is the net wealth (equity) of Council and our community, referred to as Community Equity.

Each heading in the Statement of Financial Position is separated into detailed subheadings which are cross referenced to Notes in the Financial Statements to provide further explanations.

STATEMENT OF FINANCIAL POSITION	AMOUNT \$(000)
Assets - What Council owns	
Cash Assets	\$52,753
Receivables	\$7,361
Inventories	\$2,644
Property, Plant and Equipment and Intangible Assets	\$484,216
TOTAL ASSETS	\$546,974
Less: Liabilities - What Council owes	
Trade Payables	\$12,134
Borrowings	\$5,951
Provisions	\$4,484
TOTAL LIABILITIES	\$22,569
NET COMMUNITY ASSETS - What Council is worth	\$524,405

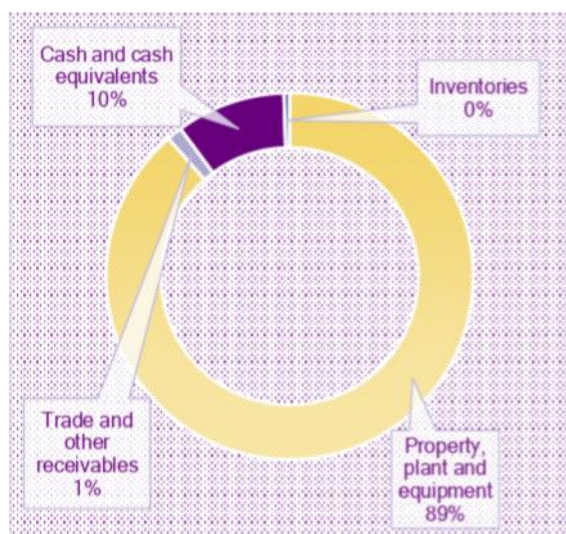
Mareeba Shire Council Annual Report

2018/2019

What do we own?

Council's major asset is property, plant and equipment. This is broken down into asset classes of land, buildings, plant and fleet, roads, drainage, bridges, water, sewerage and other infrastructure assets. Road, drainage, bridge, water and sewerage infrastructure represent 75% of the total fixed assets and provides a direct service/benefit to the community.

A total of \$34 million was spent to renew, upgrade and build new assets for the community during this financial year

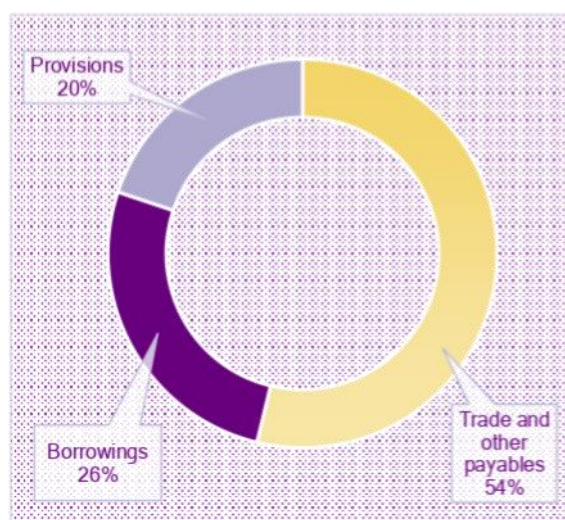


Cash and cash equivalents represent 9% of Council's total assets. Fixed term deposits are separately classified from cash and cash equivalents, and in 2018/19 due to low interest rates, Council did not invest in any fixed term deposits hence the increase in cash and cash equivalents this year from the prior year.

Other assets include outstanding rates, fees and charges owing to Council at 30 June 2019. These are known as trade and other receivables.

What do we owe?

Council has \$5.8 million worth of loans. \$4 million of this relates to the Mareeba Sewerage Treatment Plant upgrade which was completed in August 2017.



The other major liability for Council is for the landfill rehabilitation provision. Council continues to set aside a provision for a number of years to cover the anticipated future costs relating to the closure of refuse sites, including decontamination and monitoring of historical residues and leaching at these sites. This is included in the provision account under liabilities in the Statement of Financial Position.

Mareeba Shire Council Annual Report

2018/2019

STATEMENT OF CHANGES IN EQUITY

The difference between assets and liabilities is the total community equity or the net wealth of the Council. The Statement of Changes in Equity shows the overall change in Council's "net wealth" over the year. As at 30 June 2019, Council's net wealth was \$524 million. This community equity consists of an asset revaluation reserve and retained surpluses which increased by \$30.4 million and \$27.5 million respectively this year. The asset revaluation surplus comprises amounts representing the change in the value of Council's assets over time.

Council's retained surplus represents amounts available to be invested into assets (now or in the future) to provide services to the community. These surpluses can be used should unforeseen financial shocks or adverse changes to the business occur in the future.

STATEMENT OF CASHFLOW

The Statement of Cashflow measures the inflow and outflow of cash during the reporting period. The statement is categorised into three groups;

- **Operating activities** - are normal day to day functions of Council. This would include receipts such as rates, fees & charges, interest received on investments and payments of employee wages, materials and services.
- **Investing activities** - include capital grants for the purchase and construction of property, plant & equipment and proceeds from the sale of assets, including term deposits.
- **Financing activities** - are repayments of loans, as well as the inflows from new loans drawn down in the year (if any).

STATEMENT OF CASHFLOW	AMOUNT \$(000)
Opening Balance - 1 July 2018	\$14,637
Plus: Cash inflow from operating activities	\$23,063
Cash inflow from investing activities	\$15,458
Cash outflow from financing activities	(\$405)
CASH AVAILABLE AT END OF YEAR	\$52,753

Cash at the end of the year was \$52.7 million which is represented as cash and cash equivalents in the Statement of Financial Position. There was a movement of \$30.2 million relating to a reduction in term deposits during the year. This is shown in the cashflow statements as an inflow from investing activities. Total term deposits as at reporting date were nil making the total cash assets at reporting date \$52.7 million.

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2018/2019

MEASURES OF FINANCIAL SUSTAINABILITY

(KEY FINANCIAL PERFORMANCE RATIOS)

The *Local Government Regulation 2012* requires councils to report against the Department of Local Government, Racing and Multicultural Affairs (DLGRMA) sustainability financial ratios. This information is provided below. These ratios are designed to provide an indication of the performance of Council against key financial sustainability criteria which must be met to ensure the prudent management of financial risks.

RATIO	DESCRIPTION	ACTUAL RESULT	TARGET	TARGET MET
Operating surplus ratio	This is an indicator of the extent to which revenue raised covers operational expenses only or are available for capital funding purposes. The higher the ratio the better.	15%	0 - 10%	<input checked="" type="checkbox"/>
Net financial liabilities ratio	This is an indicator of the extent to which the net financial liabilities of a Council can be serviced by its operating revenues. A ratio less than zero (negative) indicates that the current assets exceed total liabilities and therefore Council appears to have the capacity to increase its loan borrowings, should it decide to do so. The lower the percentage the better.	-72%	<=60%	<input checked="" type="checkbox"/>
Asset sustainability ratio	This is an approximation of the extent to which the assets managed by Council are being replaced as these reach the end of their useful lives. Depreciation expense is compared to the renewal's expenditure (replacing assets that Council already has) and is an indicator of the extent to which the assets are being replaced. This ratio indicates whether Council is renewing or replacing existing non-financial assets at the same rate that its overall portfolio of assets is wearing out.	129%	>90%	<input checked="" type="checkbox"/>

Mareeba Shire Council Annual Report

2018/2019

FINANCIAL STATEMENTS



Financial Statements

For the year ended 30 June 2019

Mareeba Shire Council

Financial statements

For the year ended 30 June 2019

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Mareeba Shire Council
Statement of Comprehensive Income
For the year ended 30 June 2019

	Note	2019 \$	2018 \$
Income			
Revenue			
Recurrent revenue			
Rates, levies and charges	3(a)	30,465,588	29,040,209
Fees and charges	3(b)	1,263,996	1,307,431
Interest received	3(c)	1,350,607	1,282,744
Sales revenue	3(d)	3,982,963	3,239,529
Other revenue	3(e)	5,272,062	3,787,992
Grants, subsidies, contributions and donations	4(a)	13,093,250	11,946,619
		<u>55,428,466</u>	<u>50,604,524</u>
Capital revenue			
Grants, subsidies, contributions and donations	4(b)	19,762,027	14,847,145
		<u>19,762,027</u>	<u>14,847,145</u>
Total income		<u>75,190,493</u>	<u>65,451,669</u>
Expenses			
Recurrent expenses			
Employee benefits	5	(17,757,383)	(17,122,689)
Materials and services	6	(19,149,933)	(17,060,025)
Finance costs	7	(456,248)	(418,386)
Depreciation and amortisation	8	(9,721,843)	(9,434,714)
		<u>(47,085,407)</u>	<u>(44,035,813)</u>
Capital expenses	9	(600,509)	(1,244,123)
		<u>(600,509)</u>	<u>(1,244,123)</u>
Total expenses		<u>(47,685,916)</u>	<u>(45,279,936)</u>
Net result		<u>27,504,577</u>	<u>20,171,733</u>
Other comprehensive income			
Items that will not be reclassified to net result			
Increase in asset revaluation surplus	21	30,474,421	8,093,027
Total other comprehensive income		<u>30,474,421</u>	<u>8,093,027</u>
Total comprehensive income for the year		<u>57,978,998</u>	<u>28,264,760</u>

The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.

Mareeba Shire Council
Statement of Financial Position
as at 30 June 2019

	Note	2019 \$	2018 \$
Current assets			
Cash and cash equivalents	10	52,753,159	14,636,778
Short term investments	11	-	30,200,000
Trade and other receivables	12	7,324,224	6,772,587
Inventories	13	2,643,573	2,941,771
Total current assets		62,720,956	54,551,136
Non-current assets			
Trade and other receivables	12	36,785	39,560
Property, plant and equipment	14	483,403,871	428,664,059
Intangible assets	16	812,328	943,398
Total non-current assets		484,252,984	429,647,017
Total assets		546,973,940	484,198,153
Current liabilities			
Trade and other payables	17	9,985,830	5,428,778
Borrowings	18	422,095	402,314
Provisions	20	490,410	663,168
Total current liabilities		10,898,335	6,494,260
Non-current liabilities			
Trade and other payables	17	2,148,086	1,904,566
Borrowings	18	5,528,487	5,941,137
Provisions	20	3,993,574	3,431,730
Total non-current liabilities		11,670,147	11,277,433
Total liabilities		22,568,482	17,771,693
Net community assets		524,405,458	466,426,460
Community equity			
Retained surplus		446,207,979	418,633,921
Asset revaluation surplus	21	78,197,479	47,792,539
Total community equity		524,405,458	466,426,460

The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.

Mareeba Shire Council
Statement of Changes in Equity
 For the year ended 30 June 2019

		Asset revaluation surplus	Retained surplus	Total
	Note	\$	\$	\$
Balance as at 1 July 2018		47,792,539	418,633,921	466,426,460
Net result		-	27,504,577	27,504,577
Reclassifications between reserves	21	(69,481)	69,481	-
Increase in asset revaluation surplus	21	30,474,421	-	30,474,421
Total comprehensive income for the year		<u>30,404,940</u>	<u>27,574,058</u>	<u>57,978,998</u>
Balance as at 30 June 2019		<u>78,197,479</u>	<u>446,207,979</u>	<u>524,405,458</u>
Balance as at 1 July 2017		39,699,512	398,462,188	438,161,700
Net result		-	20,171,733	20,171,733
Increase in asset revaluation surplus		8,093,027	-	8,093,027
Total comprehensive income for the year		<u>8,093,027</u>	<u>20,171,733</u>	<u>28,264,760</u>
Balance as at 30 June 2018		<u>47,792,539</u>	<u>418,633,921</u>	<u>466,426,460</u>

The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.

Mareeba Shire Council
Statement of Cash Flows
For the year ended 30 June 2019

	Note	2019 \$	2018 \$
Cash flows from operating activities			
Receipts from customers		40,435,747	37,228,047
Payments to suppliers and employees		(31,494,110)	(37,919,014)
		<u>8,941,637</u>	<u>(690,967)</u>
Interest received		1,350,607	1,166,681
Recurrent grants and contributions		13,093,250	11,946,619
Borrowing costs		(322,924)	(354,701)
Net cash inflow (outflow) from operating activities	27	<u>23,062,570</u>	<u>12,067,632</u>
Cash flows from investing activities			
Payments for property, plant and equipment		(34,293,600)	(22,054,579)
Payments for intangible assets		(188,500)	(95,224)
Proceeds from sale of property, plant and equipment		13,273	133,750
Grants, subsidies, contributions and donations		19,727,482	13,420,575
Payments for short-term investments		30,200,000	(1,700,000)
Net cash inflow (outflow) from investing activities		<u>15,458,655</u>	<u>(10,295,478)</u>
Cash flows from financing activities			
Repayment of borrowings		(372,344)	(354,397)
Repayments made on finance leases		(32,500)	(32,500)
Net cash inflow (outflow) from financing activities		<u>(404,844)</u>	<u>(386,897)</u>
Net increase (decrease) in cash and cash equivalent held		<u>38,116,381</u>	<u>1,385,257</u>
Cash and cash equivalents at the beginning of the financial year		14,636,778	13,251,521
Cash and cash equivalents at the end of the financial year	10	<u>52,753,159</u>	<u>14,636,778</u>

The above statement should be read in conjunction with the accompanying notes and Summary of Significant Accounting Policies.

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

1 Significant accounting policies

1.A Basis of preparation

Mareeba Shire Council ("Council") is constituted under the *Queensland Local Government Act 2009* and is domiciled in Australia.

These general purpose financial statements are for the period 1 July 2018 to 30 June 2019. They are prepared in accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*.

They comply with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB). Council is a not-for-profit entity and the Australian Accounting Standards include requirements for not-for-profit entities which are inconsistent with International Financial Reporting Standards (IFRS). Therefore in some instances these financial statements do not comply with IFRS. The main impacts are the offsetting of revaluation gains and losses within a class of assets and the timing of recognition of non-reciprocal grant revenue.

These financial statements have been prepared under the historical cost convention except certain classes of property, plant and equipment which are measured at fair value.

Recurrent/capital classification

Revenue and expenditure are presented as "recurrent" or "capital" in the Statement of Comprehensive Income on the following basis:

Capital revenue includes grants and subsidies received which are tied to specific projects for the replacement or upgrade of existing non-current assets and /or investment in new assets. It also includes non-cash contributions which are usually infrastructure assets received from developers.

The following transactions are classified as either "capital income" or "capital expenses" depending on whether they result in accounting gains or losses:

- disposal of non-current assets
- discount rate adjustments to restoration provisions
- revaluations of property, plant and equipment (Note 15(a))

All other revenue and expenses have been classified as "recurrent".

1.B New and revised Accounting Standards

In the current year, Council adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to its operations and effective for the current reporting period.

This year, Council has applied AASB 9 *Financial Instruments* for the first time. AASB 9 replaces AASB 139 and relates to the recognition, classification and measurement of financial assets and financial liabilities. Implementing AASB 9 has resulted in changes in the way Council calculates the impairment provision, which are now based on expected credit losses instead of incurred credit losses, however, this has had no impact on the total of the impairment provision.

Council has not restated comparative figures. This means the new impairment rules are reflected in the receivables balance at 30 June 2019, but not 30 June 2018.

Council has reviewed the classification, measurement category and carrying amount of each of the financial instruments in accordance with AASB 9 and there are no changes to the classification and measurement categories. Carrying amounts also remain unchanged.

Financial asset/liability	Measurement Category (unchanged)
Cash and cash equivalents	Amortised Cost
Receivables	Amortised Cost
Other financial assets	Amortised Cost
Borrowings	Amortised Cost

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

Some Australian Accounting Standards and Interpretations have been issued but are not yet effective. Those standards have not been applied in these financial statements. Council will implement them when they are effective. The standards that are expected to have a material impact upon Council's future financial statements are:

Standard and impact

**Date Council will
apply standard**

**AASB 15 Revenue from Contracts with Customers, AASB 1058 Income of Not-for-Profit
Entities and AASB 2016-8 Amendments to Australian Accounting Standards - Australian
Implementation Guidance for Not-for-Profit Entities**

1 July 2019

AASB 1058 clarifies and simplifies the income recognition requirements that apply to not-to-profit (NFP) entities, in conjunction with AASB 15, and AASB 2016-8. These Standards supersede the majority of income recognition requirements relating to public sector NFP entities, previously in AASB 1004 *Contributions*.

Identifiable impacts at the date of this report are:

Some grants received by Council will be recognised as a liability, and subsequently recognised progressively as revenue as the Council satisfies its performance obligations under the grant. At present, such grants are recognised as revenue upfront.

Grants that are not enforceable and/or not sufficiently specific will not qualify for deferral, and continue to be recognised as revenue as soon as they are controlled. Council receives several grants from the Federal Government and State Government for which there are no sufficiently specific performance obligations these are expected to continue being recognised as revenue upfront assuming no change to the current grant arrangements.

Depending on the respective contractual terms, the new requirements of AASB 15 may potentially result in a change to the timing of revenue from sales of the Council's goods and services such that some revenue may need to be deferred to a later reporting period to the extent that the Council has received payment but has not met its associated performance obligations (such amounts would be reported as a liability in the meantime).

Prepaid rates will not be recognised as revenue until the relevant rating period starts. Until that time these receipts will be recognised as a liability (unearned revenue). There will be no impact upon the recognition of other fees and charges.

Based on Council's assessment, if Council had adopted the new standards in the current financial year it would have the following impacts:

- revenue would decrease by \$1,951,636 due to deferral of grant funding.
- there will be an equal reduction in the reported equity as the reduced revenue will require an increase in recognition of contract liabilities and statutory receivables
- the net result will be lower on initial application as a result of decreased revenue.

Council's existing processes with regards to prepaid rates are consistent with the income recognition requirements of the new standard.

A range of new disclosures will also be required by the new standard in respect of the Council's revenue.

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

Transition Method

Council intends to apply AASB 15, AASB 1058 and AASB 2016-8 initially on 1 July 2019, using the modified retrospective approach. The recognition and measurement principles of the standards will be retrospectively applied for the current year and prior year comparatives as though the standards had always applied, consistent with the AASB 108 *Accounting Policies, Changes in Accounting Estimates and Errors*.

Council intends to apply the practical expedients available for the modified retrospective method. Where revenue has been recognised in full under AASB 1004, prior to 1 July 2019, but where AASB 1058 would have required income to be recognised beyond that date, no adjustment is required. Further, Council is not required to restate income for completed contracts that start and complete within a financial year. This means where income under AASB 1004 was recognised in the comparative financial year (i.e. 2018/19), these do not require restatement.

AASB 16 Leases

1 July 2019

Mareeba Shire Council has assessed the impacts of the new standard that initial application of AASB 16 will have on its financial statements, however, the actual impacts may differ as the new accounting policies are subject to change until the Council presents its first financial statements that include the date of initial application.

AASB 16 introduces a single, on-balance sheet lease accounting model for lessees. A lessee recognises a right-of-use asset representing its right to use the underlying asset and a lease liability representing its obligation to make lease payments. There are recognition exemptions for short-term leases and leases of low-value items. Lessor accounting remains similar to the current standard – i.e. lessors continue to classify leases as finance or operating leases.

Impact

Council has reviewed all of Council's leasing arrangements over the last 12 months taking into consideration the new lease requirements in AASB 16 (applicable from 1 July 2019). AASB 16 will affect Council's accounting for existing operating lease agreements that are in place as at 30 June 2019.

At 30 June 2019, Council has non-cancellable operating lease commitments of \$13,482,775 - refer Note 21. All of these commitments are service based commitments and are not in respect of Council's right to use an underlying asset and therefore no change to the current accounting treatment is expected.

Leases identified as being short term leases and low value leases will continue to be accounted for as they currently are being expensed on a straight line basis within the Statement of Comprehensive Income.

Transition method

Council intends to apply AASB 16 initially on 1 July 2019 using the modified retrospective approach. Therefore, the cumulative effect (if any) of adopting AASB 16 will be recognised as an adjustment to the opening balance of retained earnings at 1 July 2019, with no restatement of comparative information.

Council intends to apply the practical expedient for the definition of a lease on transition. This means that it will apply AASB 16 on transition only to contracts that were previously identified as leases applying AASB 117 *Leases* and *Interpretation 4 Determining whether an Arrangement contains a Lease*.

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

1.C Estimates and judgements

In the application of Council's accounting policies, management is required to make judgements, estimates and assumptions about carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and ongoing assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in future periods as relevant.

Judgements, estimates and assumptions that have a potential significant effect are outlined in the following financial statement notes:

Valuation and depreciation of property, plant and equipment - Note 14 and Note 15
Provisions - Note 20
Contingent liabilities - Note 23
Financial Instruments and Financial liabilities - Note 29

1.D Rounding and comparatives

The financial statements are in Australian dollars that have been rounded to the nearest \$1. Council uses the Australian dollar as its functional currency and its presentation currency. Comparative information has been restated where necessary to be consistent with disclosures in the current reporting period.

1.E Taxation

The income of local government and public authorities is exempt from Commonwealth taxation. Council is subject to Fringe Benefits Tax and Goods and Services Tax ('GST') and payroll tax on certain activities. The net amount of GST recoverable from the ATO or payable to the ATO is shown as an asset or liability respectively.

Mareeba Shire Council
Notes to the financial statements
 For the year ended 30 June 2019

2. Analysis of results by function

2(a) Components of Council functions

The activities relating to the Council's components reported on in Note 2(b) are as follows :

Governance and Corporate Services

The objective of governance and corporate services is for Council to be open, accountable, transparent, and to deliver value for money on community outcomes, provide accurate, timely and appropriate information to support sound decision making and meet statutory requirements.

The Mayor, Councillors and Chief Executive Officer are included in governance.

The Corporate Services function includes: Finance, Information Services, Record Management and Human Resources. Roles within this function include budget support, financial accounting, customer service and information technology services.

Community services

The goal of community services is to ensure Council is a healthy, vibrant, contemporary and connected community. Community services provide well managed and maintained community facilities, and ensure the effective delivery of cultural, health, welfare, environmental, recreational services and the promotion of tourism.

This function includes:

- Libraries
- Environmental licences and approvals.

Planning and development

This function facilitates the Shire's growth and prosperity through well planned and quality development. The objective of planning and development is to ensure the Mareeba Shire Council is well designed, efficient and facilitates growth yet also preserves the character and natural environment of the Shire. This function includes activities and services related to neighbourhood and regional planning, and management of development approval processes.

Works infrastructure

The objective of the works infrastructure program is to ensure the community is serviced by a quality and effective road network. This function provides and maintains transport infrastructure, including the maintenance and provision of the drainage network and provides maintenance for all parks and gardens.

Waste management

The goal of this function is to protect and support our community and natural environment by sustainably managing refuse. This function provides refuse collection and disposal services.

Water infrastructure

The goal of this program is to support a healthy, safe community through sustainable water services. This function includes all activities relating to water.

Sewerage infrastructure

This function protects and supports the health of our community by sustainably managing sewerage infrastructure.

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

- 2 Analysis of results by function
(b) Income and expenses defined between recurring and capital are attributed to the following functions:

Year ended 30 June 2019

Functions	Gross program income				Total income	Gross program expenses		Net result from recurrent operations	Net Result	Assets
	Recurrent		Capital			Recurrent	Capital			
	Grants	Other	Grants	Other						
	\$	\$	\$	\$						
Governance & corporate services	7,825,300	16,809,401	-	-	24,634,701	(5,348,584)	(68,995)	19,286,117	19,217,122	168,995,434
Community services	998,806	3,589,490	-	-	4,588,296	(6,498,443)	(49,623)	(1,910,147)	(1,959,770)	-
Planning & development	-	437,115	-	-	437,115	(1,518,845)	-	(1,081,730)	(1,081,730)	-
Works infrastructure	4,254,144	4,769,129	17,130,268	614,042	26,767,583	(20,561,120)	(320,557)	(11,537,848)	5,885,906	255,221,626
Waste management	-	5,698,805	99,616	123,236	5,921,657	(4,968,726)	-	730,079	952,931	4,804,120
Water infrastructure	15,000	5,911,211	1,195,359	226,543	7,348,113	(4,656,136)	(14,965)	1,270,075	2,677,012	53,844,600
Sewerage infrastructure	-	5,120,066	156,164	216,799	5,493,029	(3,533,553)	(146,369)	1,586,513	1,813,107	64,108,160
Total Council	13,093,250	42,335,217	18,581,407	1,180,620	75,190,493	(47,085,407)	(600,509)	8,343,059	27,504,577	546,973,940

Year ended 30 June 2018

Functions	Gross program income				Total income	Gross program expenses		Total expenses	Net result from recurrent operations	Net Result	Assets
	Recurrent		Capital			Recurrent	Capital				
	Grants	Other	Grants	Other							
Governance & corporate services	7,272,170	16,204,531	-	-	\$ 23,476,701	\$ (5,122,986)	\$ 26,227	\$ (5,096,759)	\$ 18,353,715	\$ 18,379,942	\$ 137,002,329
Community services	1,239,039	2,326,102	-	-	3,565,141	(6,820,993)	(69,395)	(6,890,388)	(3,255,852)	(3,325,247)	-
Planning & development	-	568,152	-	-	568,152	(1,508,012)	-	(939,860)	(939,860)	(939,860)	-
Works infrastructure	3,430,582	3,836,627	8,734,927	1,676,741	17,678,877	(17,651,396)	(1,115,926)	(18,767,322)	(10,384,187)	(1,088,445)	233,458,528
Waste management	-	5,416,917	300,200	33,612	5,750,729	(4,937,603)	-	(4,937,603)	479,314	813,126	3,439,966
Water infrastructure	521	5,389,924	969,959	217,088	6,577,492	(4,580,292)	(85,029)	(4,665,321)	810,153	1,912,171	51,170,152
Sewerage infrastructure	4,307	4,915,652	2,702,286	212,332	7,834,577	(3,414,531)	-	(3,414,531)	1,505,428	4,420,046	59,127,178
Total Council	11,946,619	38,657,905	12,707,372	2,139,773	65,451,669	(44,035,813)	(1,244,123)	(45,279,936)	6,568,711	20,171,733	484,198,153

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

3 Revenue

Revenue is recognised at the fair value of the consideration received or receivable at the time indicated below:

(a) Rates, levies and charges

Rates are recognised at the commencement of the rating period.

	2019	2018
Note	\$	\$
General rates	17,621,180	17,001,039
Separate rates	576,848	526,169
Water	3,357,076	3,085,025
Water consumption, rental and sundries	2,252,800	2,033,186
Sewerage	4,817,429	4,627,336
Waste management	3,710,204	3,572,771
Total rates and utility charge revenue	32,335,537	30,845,526
Less: Discounts	(1,484,040)	(1,424,719)
Less: Pensioner remissions	(385,909)	(380,598)
	<u>30,465,588</u>	<u>29,040,209</u>

(b) Fees and charges

Fees and charges are recognised when Council is unconditionally entitled to those funds. Generally this is upon lodgement of the relevant application or documents, issuing infringement notice or when the service is provided.

Applications	179,247	252,408
Cemetery services	298,353	266,679
Building/plumbing domestic applications	198,633	257,580
Building/plumbing commercial applications	24,480	33,880
Fines, penalties and infringements	145,980	133,011
Permits, licences and registrations	280,414	240,606
Other fees and charges	136,889	123,267
	<u>1,263,996</u>	<u>1,307,431</u>

(c) Interest received

Interest received from Queensland Treasury Corporation	360,939	428,316
Interest received from other sources (including term deposits)	793,509	585,697
Interest from overdue rates and utility charges	196,159	268,731
	<u>1,350,607</u>	<u>1,282,744</u>

(d) Sales revenue

Council generates revenues from contract and recoverable works, which generally comprises a recoupment of material costs together with an hourly charge for use of equipment and employees. Contract revenue and associated costs are recognised by reference to the stage of completion of the contract activity at the reporting date. Revenue is measured at the fair value of consideration received or receivable in relation to that activity. Where consideration is received for the service in advance it is included in other liabilities and is recognised as revenue in the period when the service is performed.

Contract and recoverable works	3,982,963	3,239,529
Total sales revenue	<u>3,982,963</u>	<u>3,239,529</u>

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

(e) Other revenue

Council's main sources of 'other revenue' are waste management revenue and lease income. Lease income is recognised on a periodic basis over the lease term. Waste management revenue is recognised based on the services provided at the reporting date pursuant to the relevant agreement.

	2019	2018
	\$	\$
Waste management	1,631,677	1,388,696
Flood inspections and associated costs	-	-
Animal impounding	32,579	31,985
Leases and rental income	1,606,957	1,501,771
Sale of scrap / surplus plant	237,816	185,040
Legal recoveries	99,614	122,523
Sale of goods/materials	48,146	37,440
Fuel rebates	252,611	150,979
Brochure contributions	11,545	23,241
Net revenue from sales of land held for development	1,087,882	-
Other sundry revenue	263,235	346,317
	<u>5,272,062</u>	<u>3,787,992</u>

4 Grants, subsidies, contributions and donations

Grants, subsidies, contributions and donations that are non-reciprocal in nature are recognised as revenue in the year in which Council obtains control over them. Council accounts for these restrictions using an internal management accounting system. Internal restrictions that have been placed on Council's cash and cash equivalents are disclosed in Note 10.

Cash contributions

Developers also pay infrastructure charges for trunk infrastructure to construct assets such as roads and footpaths and to connect new property developments to water and sewerage networks in the local government area. Where agreements between Council and the developers relating to these contributions are determined to fall within the scope of AASB Interpretation 18 *Transfers of Assets from Customers* these contributions are recognised as revenue when the related service obligations are fulfilled.

Developers may also make cash contributions towards the cost of constructing existing and proposed water supply and sewerage headworks in accordance with Council's planning scheme policies, (headworks include pumping stations, treatment works, mains and sewers). Cash contributions in relation to water supply and sewerage headworks are not within the scope of AASB Interpretation 18 because there is no performance obligation associated with these contributions. Consequently, these cash contributions are recognised as income when received.

Non-Cash contributions

Non-cash contributions with a value in excess of the recognition thresholds, are recognised as revenue and an addition to non-current assets.

Physical assets contributed to Council by developers in the form of road works, stormwater, water and wastewater infrastructure and park equipment are recognised as revenue when the development becomes "on maintenance" (i.e. Council obtains control of the assets and becomes liable for any ongoing maintenance) and there is sufficient data in the form of drawings and plans to determine the approximate specifications and values of such assets. All non-cash contributions are recognised at the fair value of the contribution received on the date of acquisition.

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

	Note	2019 \$	2018 \$
(a) Recurrent			
State government subsidies, grants and contributions		5,337,358	1,186,291
Commonwealth government subsidies and grants		7,755,892	10,760,328
		<u>13,093,250</u>	<u>11,946,619</u>
(b) Capital			
State government subsidies and grants		14,783,237	9,083,081
Commonwealth government subsidies and grants		3,798,171	3,624,290
Contributions		1,146,074	713,204
Donated assets		34,545	1,426,570
		<u>19,762,027</u>	<u>14,847,145</u>
(c) Conditions over contributions			
Contributions recognised as income during the reporting period and which were obtained on the condition that they be expended in a manner specified by the contributor but had not been expended at the reporting date:			
Non-reciprocal grants for expenditure on capital		1,921,704	763,032
Non-reciprocal grants for expenditure on non-capital		254,350	946,466
		<u>2,176,054</u>	<u>1,709,498</u>
5 Employee benefits			
Total staff wages and salaries		13,340,050	13,095,902
Councillors' remuneration		524,358	493,926
Annual, sick and long service leave entitlements		3,187,293	3,039,791
Superannuation	24	1,776,128	1,759,568
		<u>18,827,829</u>	<u>18,389,187</u>
Other employee related expenses		153,750	108,756
		<u>18,981,579</u>	<u>18,497,943</u>
Less: Capitalised employee expenses		(1,224,196)	(1,375,254)
		<u>17,757,383</u>	<u>17,122,689</u>
Councillor remuneration represents salary, and other allowances paid in respect of carrying out their duties.			
Total Council employees at the reporting date:			
		2019 No.	2018 No.
Elected members		7	7
Administration staff		97	94
Depot and outdoors staff		114	110
Total full time equivalent employees		<u>218</u>	<u>211</u>
6 Materials and services		2019 \$	2018 \$
All contractors excluding hire of plant		7,959,350	7,117,893
Audit of annual financial statements by the Auditor-General of Queensland		113,455	111,399
Bulk water purchase		613,469	602,130
Electricity		1,208,936	1,216,160
Fuels and oils		716,942	595,658
Goods, materials and services		1,243,580	1,069,878
Hire of plant		3,375,179	2,996,529
Insurance		552,031	597,593
Legal		291,852	262,866
Licences, fees, subscriptions and memberships		814,451	638,188
Professional/consultancy services		397,026	420,637
Rent, rates and leasing expenses		437,217	395,466
Road materials used for maintenance		881,230	635,547
Other materials and services		545,215	400,081
		<u>19,149,933</u>	<u>17,060,025</u>

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

	2019	2018
Note	\$	\$
7 Finance costs		
Finance costs charged by the Queensland Treasury Corporation	254,631	274,042
Unwinding of discount on provision for restoration	46,700	19,688
Bank charges	68,293	80,659
Impairment of debts	86,624	43,997
	<u>456,248</u>	<u>418,386</u>
8 Depreciation and amortisation		
Depreciation of non-current assets		
Buildings	1,531,995	1,667,310
Plant and fleet	548,248	544,765
Road, drainage and bridge network	3,864,674	3,881,908
Water	1,288,614	1,275,152
Sewerage	1,460,390	1,165,016
Other infrastructure assets	708,352	576,375
14	<u>9,402,273</u>	<u>9,110,526</u>
Amortisation of intangible assets		
Software	16 319,570	324,187
Total depreciation and amortisation	<u>9,721,843</u>	<u>9,434,713</u>
9 Capital expenses		
Loss on write-off of non-current assets		
Write-off of buildings	49,624	72,872
Proceeds from the sale of property, plant and equipment	(13,273)	(133,750)
Less: book value of property, plant and equipment disposed of	61,403	54,667
Write-off of roads and bridges	271,752	1,165,305
Write-off of sewerage	146,368	-
Write-off of water	14,965	85,029
Write-off of other infrastructure	69,670	-
Total capital expenses	<u>600,509</u>	<u>1,244,123</u>
10 Cash and cash equivalents		
Cash and cash equivalents include cash on hand, all cash and cheques receipted but not banked at the year end and deposits held at call with financial institutions.		
Cash float	2,230	1,830
Petty cash	1,200	1,200
Cash at bank	1,103,479	1,005,925
Cash at bank - Mayor Community Gift Fund Appeal	-	17,323
Deposits at call	51,646,250	13,610,500
Balance per Statement of Cash Flows	<u>52,753,159</u>	<u>14,636,778</u>

On 1 July 2018, the remaining balance in the Mayor Community Gift Fund Appeal was transferred to funds held in Trust.

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

Council's cash and cash equivalents and short-term investments are subject to a number of internal and external restrictions that limit amounts available for discretionary or future use. These include:

	2019 \$	2018 \$
Externally imposed expenditure restrictions at the reporting date relate to the following cash assets:		
Unspent government grants and subsidies	2,176,054	1,709,498
Internally imposed expenditure restrictions at the reporting date:		
Waste levy refund received in advance	219,830	-
Constrained works	8,989,623	8,270,824
Future capital works	3,936,016	4,855,394
Future non-capital works	4,425,755	4,789,320
Total unspent restricted cash	19,747,278	19,625,036

Cash and deposits at call are held in various financial institutions in normal term deposits and business cheque accounts. These financial institutions have a short term credit rating of between A1+ to A3.

Cash at bank and cash on hand at 30 June 2019 includes \$219,830 received from the State Government to mitigate the direct impact on households of the State Waste Levy, which comes into effect from 1 July 2019. This money has been set aside to help fund the Council's 2019-2020 levy expenses.

11 Short term investments

Term deposits in excess of three months are reported as short term investments, with deposits of less than three months being reported as cash equivalents.

Current short term deposits	-	30,200,000
Total short term deposits	-	30,200,000

12 Trade and other receivables

Receivables are amounts owed to Council at year end. They are recognised at the amounts due at the time of sale or service delivery i.e. the agreed purchase price / contract price. Settlement of these amounts is required within 30 days from invoice date.

The collectability of receivables is assessed periodically and if there is objective evidence that Council will not be able to collect all amounts due, the carrying amount is reduced for impairment. The loss is recognised in finance costs.

Because Council is empowered under the provisions of the *Local Government Act 2009* to sell an owner's property to recover outstanding rate debts, Council does not impair any rates receivables.

Loans and advances are recognised in the same way as other receivables. With the exception of the sewerage connection scheme which has a repayment term of 15 years, terms are usually a maximum of five years with interest charged at commercial rates. Security is not normally obtained.

Loans to community organisations are recognised at their face value. Terms are for a maximum of 10 years with no interest charged. Security is not normally obtained.

	2019 \$	2018 \$
Current		
Rateable revenue and utility charges	1,842,081	3,200,252
Other debtors	4,486,365	3,048,720
Less: impairment	-	-
GST recoverable	673,408	148,421
Loans and advances to community organisations	15,692	19,442
Prepayments	306,678	355,752
	7,324,224	6,772,587
Non-current		
Loans and advances to community organisations	36,785	39,560
	36,785	39,560

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

Interest is charged on outstanding rates at a rate of 11% per annum. No interest is charged on other debtors. There is no concentration of credit risk for rates and utility charges, fees and other debtors receivable.

Council has applied AASB 9 for the first time this year. As a result, Council has applied the calculation for the impairment of receivables in a different way for 2019, using a lifetime expected loss allowance. Based on this methodology, there is no adjustment to the opening balance of impairment as at 1 July 2018.

13 Inventories

Stores and raw materials

Stores and raw materials are valued at the lower of cost and net realisable value and include, where applicable, direct material, direct labour and an appropriate portion of variable and fixed overheads. Costs are assigned on the basis of weighted average cost.

Inventories held for distribution are:

- goods to be supplied at no or nominal charge, and
- goods to be used for the provision of services at no or nominal charge.

These goods are valued at cost, adjusted, when applicable, for any loss of service potential.

Land held for resale

Land acquired by Council with the intention of reselling it (with or without further development) is classified as inventory. This land is valued at the lower of cost or net realisable value. As an inventory item, this land held for resale is treated as a current asset. Proceeds from the sale of this land will be recognised as sales revenue on the signing of a valid unconditional contract of sale.

	2019 \$	2018 \$
Inventories held for sale		
Miscellaneous saleable items	2,867	3,022
	<u>2,867</u>	<u>3,022</u>
Inventories held for distribution		
Plant and equipment stores	893,406	932,337
	<u>893,406</u>	<u>932,337</u>
Land purchased for development and sale	1,747,300	2,006,411
Total inventories	<u><u>2,643,573</u></u>	<u><u>2,941,771</u></u>

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

14 Property, plant and equipment
30 June 2019

Basis of measurement
Fair value category

Asset values

Opening gross value as at 1 July 2018

Additions

Disposals

Revaluation adjustment to asset revaluation surplus

Transfers between classes

Closing gross value as at 30 June 2019

Accumulated depreciation and impairment

Opening balance as at 1 July 2018

Depreciation provided in period

Depreciation on disposals

Revaluation adjustment to asset revaluation surplus

Accumulated depreciation as at 30 June 2019

Total written down value as at 30 June 2019

Range of estimated useful life in years

Note	Land	Buildings	Plant and fleet	Road, drainage and bridge network	Water	Sewerage	Other infrastructure assets	Work in progress	Total
	Fair Value	Fair Value	Cost	Fair Value	Fair Value	Fair Value	Fair Value	Cost	
	2	3		3	3	3	3		
	\$	\$	\$	\$	\$	\$	\$	\$	\$
	11,401,732	57,434,538	5,402,749	251,115,097	58,619,475	64,415,334	19,963,378	14,052,718	482,395,022
	-	-	34,545	-	-	-	465,343	33,781,570	34,281,459
9	-	(101,670)	(112,047)	(311,065)	(20,479)	(167,480)	(152,977)	-	(865,717)
	-	5,389,317	-	19,781,008	4,208,451	4,578,938	1,657,814	-	35,915,529
	2,455,972	735,883	368,067	7,758,835	397,555	2,485,578	530,002	(14,731,900)	(13)
	13,857,704	63,456,069	5,693,315	278,343,875	63,205,001	71,312,370	22,453,562	33,102,382	551,426,279
	-	11,691,594	2,477,191	17,656,568	7,449,323	5,288,155	9,168,130	-	53,730,963
8	-	1,531,994	548,247	3,864,674	1,288,614	1,460,390	708,353	-	9,402,272
9	-	(52,046)	(50,643)	(39,312)	(5,513)	(21,111)	(83,307)	-	(251,934)
	-	2,305,708	-	1,640,320	627,978	478,776	90,326	-	5,141,108
	-	15,477,251	2,974,795	23,122,250	9,360,401	7,204,210	9,883,502	-	68,022,409
	13,857,704	47,960,819	2,718,520	255,221,626	53,844,600	64,108,160	12,570,059	33,102,382	483,403,871
	Land Not depreciated	11-185	1-16	10-130	5-150	7-200	5-120	WIP Not depreciated	

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2018

14 Property, plant and equipment
30 June 2018

Basis of measurement
Fair value category

Asset values

Opening gross value as at 1 July 2017

Additions

Disposals

Revaluation adjustment to asset revaluation surplus

Transfers between classes

Closing gross value as at 30 June 2018

Accumulated depreciation and impairment

Opening balance as at 1 July 2017

Depreciation provided in period

Depreciation on disposals

Depreciation adjustments

Revaluation adjustment to asset revaluation surplus

Accumulated depreciation as at 30 June 2018

Total written down value as at 30 June 2018

Range of estimated useful life in years

Note	Land	Buildings		Plant and fleet		Road, drainage and bridge network		Water		Sewerage		Other infrastructure assets		Work in progress		Total
	Fair Value	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	2	3		3		3		3		3		3		3		
	11,099,938	45,892,510	5,043,841	242,773,963	56,493,220	44,728,669	9,728,649	27,195,751	22,034,890	19,953,378	14,052,718	442,956,572	23,461,460			
	-	712,386	-	572,851	65,727	75,606	-	-	-	-	-	-	-	-	-	
	-	(128,832)	(155,781)	(1,255,074)	(241,701)	-	-	-	-	-	-	(6,609)	-	-	-	
	-	10,120,058	-	-	-	-	-	-	-	-	-	7,644,924	-	-	-	
	301,794	838,416	514,669	9,023,357	2,302,229	19,611,029	2,590,414	(35,177,923)	-	-	-	2,590,414	-	-	-	
	11,401,732	57,434,538	5,402,749	251,115,097	58,619,475	64,415,334	19,953,378	14,052,718	-	-	-	482,395,022	-	-	-	
	-	6,061,066	2,033,539	13,864,431	6,330,842	4,123,139	2,945,566	-	-	-	-	35,356,605	-	-	-	
	-	1,667,310	544,765	3,861,907	1,275,153	1,165,016	576,375	-	-	-	-	9,110,528	-	-	-	
	-	(55,959)	(101,113)	(89,770)	(156,672)	-	(6,609)	-	-	-	-	(410,123)	-	-	-	
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	-	4,019,157	-	-	-	-	-	5,652,798	-	-	-	9,671,955	-	-	-	
	-	11,691,594	2,477,191	17,656,568	7,449,323	5,288,155	9,166,130	-	-	-	-	53,730,963	-	-	-	
	11,401,732	45,742,944	2,925,568	233,458,528	51,170,152	59,127,179	10,785,248	14,052,718	-	-	-	428,664,059	-	-	-	
	Land Not depreciated	15 - 165	1 - 16	10 - 130	5 - 150	7 - 200	20 - 120	WIP: Not depreciated	-	-	-	-	-	-	-	

Mareeba Shire Council**Notes to the financial statements**

For the year ended 30 June 2019

14 Property, plant and equipment**(a) Recognition**

Each class of property, plant and equipment is stated at amortised cost or fair value. Items of plant and equipment with a total value of less than \$5,000, and infrastructure assets and buildings with a total value of less than \$5,000 are treated as an expense in the year of acquisition. All other items of property, plant and equipment are capitalised.

Expenditure incurred in accordance with Natural Disaster Relief and Recovery Arrangements on road assets is analysed to determine whether the expenditure is capital in nature. The analysis of the expenditure requires Council engineers to review the nature and extent of expenditure on a given asset. For example, expenditure that patches a road is generally maintenance in nature, whereas a kerb rebuild is treated as capital. Material expenditure that extends the useful life or renews the service potential of the asset is capitalised.

Direct labour and materials and an appropriate proportion of overheads incurred in the acquisition or construction of assets are treated as capital expenditure.

Routine operating maintenance, repair costs and minor renewals to maintain the operational capacity and useful life of the non-current asset is expensed as incurred, while expenditure that relates to replacement of a major component of an asset to maintain its service potential is capitalised.

(b) Measurement

Property plant and equipment assets are initially recorded at cost. Subsequently, each class of property, plant and equipment is stated at cost or fair value (as shown in the table above) less, where applicable, any accumulated depreciation and accumulated impairment loss.

Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including freight in, architect's fees and engineering design fees and all other establishment costs.

Direct labour and materials and an appropriate proportion of overheads incurred in the acquisition or construction of assets are also included in their cost.

Property, plant and equipment received in the form of contributions, are recognised as assets and revenues at fair value by Council valuation where that value exceeds the recognition thresholds for the respective asset class.

Assets under construction are not depreciated until they are completed and commissioned, at which time they are reclassified from work in progress to the appropriate property, plant and equipment class.

(c) Depreciation

Land is not depreciated as it has an unlimited useful life. Depreciation on other property, plant and equipment assets is calculated on a straight-line basis so as to write-off the net cost or revalued amount of each depreciable asset, less its estimated residual value, progressively over its estimated useful life to Council. Management believe that the straight-line basis appropriately reflects the pattern of consumption of all Council assets.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time an asset is completed and commissioned ready for use, at which time they are reclassified from work in progress to the appropriate property, plant and equipment class.

Where assets have separately identifiable components that are subject to regular replacement, these components are assigned useful lives distinct from the asset to which they relate. Any expenditure that increases the originally assessed capacity or service potential of an asset is capitalised and the new depreciable amount is depreciated over the remaining useful life of the asset to Council.

Major spares purchased specifically for particular assets that are above the asset recognition threshold are capitalised and depreciated on the same basis as the asset to which they relate.

Mareeba Shire Council**Notes to the financial statements**

For the year ended 30 June 2019

The depreciable amount of improvements to or on leasehold land is allocated progressively over the estimated useful lives of the improvements to Council or the unexpired period of the lease, whichever is the shorter.

Depreciation methods, estimated useful lives and residual values of property, plant and equipment assets are reviewed at the end of each reporting period and adjusted where necessary to reflect any changes in the pattern of consumption, physical wear and tear, technical or commercial obsolescence, or management intentions. The condition assessments performed as part of the annual valuation process for assets measured at depreciated current replacement cost are used to estimate the useful lives of these assets at each reporting date. Details of the range of estimated useful lives for each class of asset are shown in Note 14.

(d) Impairment

Property, plant and equipment is assessed for indicators of impairment annually. If an indicator of possible impairment exists, Council determines the asset's recoverable amount. Any amount by which the assets carrying amount exceeds the recoverable amount is recorded as an impairment loss.

(e) Valuation

Land, buildings, road, drainage, bridge, water, sewerage and other infrastructure assets are measured on the revaluation basis, at fair value, in accordance with AASB 116 *Property, Plant and Equipment*. Plant and fleet, and work in progress are measured at cost.

Non-current physical assets measured at fair value are revalued, where required, so that the carrying amount of each class of asset does not materially differ from its fair value at the reporting date. This is achieved by engaging independent, professionally qualified valuers to determine the fair value for each class of property, plant and equipment assets at least once every 5 years. Land has not been comprehensively valued since 2014, as it represents an immaterial portion of the asset base and is purely the land element of Council's asset base. Adjustments to the carrying values of land assets were adjusted by the relevant index in the 2016 financial year. This process involves the valuer physically sighting a representative sample of Council assets across all asset classes and making their own assessments of the condition of the assets at the date of inspection.

In the intervening years, Council uses internal engineers and asset managers to assess the condition and cost assumptions associated with all infrastructure assets, the results of which are considered in combination with an appropriate cost index for the region. Together these are used to form the basis of a management valuation for infrastructure asset classes in each of the intervening years. With respect to the valuation of the land and improvements, buildings and major plant asset classes in the intervening years, management engage independent, professionally qualified valuers to perform a "desktop" valuation. A desktop valuation involves management providing updated information to the valuer regarding additions, deletions and changes in assumptions such as useful life, residual value and condition rating. The valuer then determines suitable indices which are applied to each of these asset classes.

Interim valuations are also conducted using a suitable index being otherwise performed on an annual basis where there has been a material variation in the index.

Any revaluation increment arising on the revaluation of an asset is credited to the appropriate class of the asset revaluation surplus, except to the extent it reverses a revaluation decrement for the class previously recognised as an expense. A decrease in the carrying amount on revaluation is charged as an expense to the extent it exceeds the balance, if any, in the revaluation surplus of that asset class.

On revaluation, accumulated depreciation is restated proportionately with the change in the carrying amount of the asset and any change in the estimate of remaining useful life.

Both water and sewerage asset classes are classified for valuation purposes into above ground and below ground asset groups. Above ground assets have a different methodology for valuations to below ground assets. A comprehensive revaluation will be completed for both these groups at least once every 5 years but not necessarily in the same reporting period.

Details of valuers and methods of valuations are disclosed in Note 15.

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15 Fair value measurements

(a) Recognised fair value measurements

In accordance with AASB 13, fair value measurements are categorised on the following basis:

- Fair value based on quoted prices (unadjusted) in active markets for identical assets or liabilities (level 1)
- Fair value based on inputs that are directly or indirectly observable for the asset or liability (level 2)
- Fair value based on unobservable inputs for the asset and liability (level 3)

Council categorises fair value measurements as either level 2 or level 3 in accordance with AASB 13. Council does not have any assets or liabilities measured at fair value which meet the criteria for categorisation as level 1.

The fair values of the assets are determined using valuation techniques which maximise the use of observable data, where it is available, and minimise the use of entity specific estimates. If all significant inputs required to fair value an asset are observable, the asset is included in level 2. If one or more of the significant inputs is not based on observable market data, the asset is included in level 3. This is the case for Council infrastructure assets, which are of a specialist nature for which there is no active market for similar or identical assets. These assets are valued using a combination of observable and unobservable inputs.

There were no transfers between levels during the year.

Council recognises transfers in and out of the fair value hierarchy levels as at the end of the reporting period.

(b) Valuation techniques used to derive fair values for level 2 and level 3 valuations

The valuations of Council's assets measured and recognised at fair value were first undertaken effective 1 January 2014, the date Council was re-established and the date of transfer of assets from the de-amalgamating Council.

In 2018, a portion of the fair value of buildings and other infrastructure were determined by external consultants APV Valuers and Asset Management, effective 30 June 2018, with applicable indices applied to the carrying values of assets within these asset classes which were not comprehensively revalued.

In 2019 APV Valuers and Asset Management valued all assets within the buildings and other infrastructure asset classes which were not comprehensively revalued in 2018. The relevant adjustments have been made to the carrying values of those assets, effective 30 June 2019. The carrying values of the remaining assets for the buildings and other infrastructure asset classes have been adjusted using the movement of the applicable indices, effective 30 June 2019.

(i) Land (level 2)

Land fair values were determined by independent valuer, AssetVal Pty Ltd, effective 1 January 2014. Land fair values have been measured by the "Market Approach by Direct Comparison" methodology, an accepted valuation methodology under AASB 13. Land has not been comprehensively valued since 2014, as it represents an immaterial portion of the asset base and is purely the land element of Council's asset base. Adjustments to the carrying values of land assets were adjusted by the relevant index in the 2016 financial year. Level 2 valuation inputs were utilised, being sales transactions of other properties within the region, and adjusted for differences between key attributes of the properties. The main input is the price per square metre or price per hectare of land area. The "Market Approach by Direct Comparison" is considered a level 2 measurement.

(ii) Buildings (level 3)

The fair values of the remaining portion of the buildings assets were determined by APV Valuers and Asset Management, effective 30 June 2019. Assets not comprehensively revalued as at 30 June 2019 have been assessed against the relevant indices and no adjustment will be made to their carrying values.

Due to the predominantly specialised nature of local government assets, the building valuations have been undertaken on a Cost Approach (Current Replacement Cost), an accepted valuation methodology under AASB 13.

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Under this approach, the following process has been adopted:

*Where there is no market, the net current value of an asset is the gross current value less accumulated depreciation to reflect the consumed or expired service potential of the asset. Published/available market data for recent projects, and/or published cost guides are utilised to determine the estimated replacement cost (gross value) of the asset, including allowances for preliminaries and professional fees. This is considered a level 2 input.

*A consumption rating is applied, which is based on factors such as the age of the asset, overall condition as noted by the valuer during inspection, economic and/or functional obsolescence. The consumption rating directly translates to the level of depreciation applied.

*In determining the level of accumulated depreciation, they have been disaggregated into significant components which exhibit different patterns of consumption (useful lives). The consumption rating is applied on a component basis.

*While the replacement cost of the assets could be supported by market supplied evidence (level 2), the other unobservable inputs (such as estimates of useful life, and asset condition) were also required (level 3).

(iii) Infrastructure assets (level 3)

The fair value of Council's infrastructure assets was determined by independent valuer, AssetVal Pty Ltd, effective 1 January 2014, (excluding the "other infrastructure" asset class). Bridge, water and sewerage infrastructure were valued by independent valuer Australis Asset Advisory Group, effective 30 June 2017. Waste infrastructure were recently valued by independent valuer APV Valuers and Asset Management, effective 30 June 2019.

Due to the predominantly specialised nature of local government assets, the infrastructure valuations have been undertaken on a Cost Approach (Current Replacement Cost), an accepted valuation methodology under AASB 13. The Cost Approach is considered a level 3 measurement. The Cost Approach is also the approach used to fair value Council's buildings. The process adopted under the Cost Approach is as set out above for buildings.

In addition, for infrastructure assets, the remoteness of the assets and distances required to travel have been taken into account when considering unit rates. Due to the time needed to travel to a particular work site, a premium of 10-15% has been applied to account for any reduction of site hours within a standard work day, or to account for overtime required to travel to and from the site. This rate has been considered in conjunction with Rawlinson's Australian Construction Handbook (2013) and consultation with suppliers of construction materials.

(iv) Infrastructure - calculation of current replacement cost

Roads

Current replacement cost

Roads are categorised by the following: class (urban/rural), type (formed/unformed), road hierarchy (access, collector, arterial) and seal type (bitumen, asphalt, gravel and others). These criteria are used to apply unit rates to three road components: formation, pavement and seal. It is assumed soil, climatic and topographic factors are consistent across the network. All roads are managed in segments. All road segments are then componentised into formation, pavement and seal (where applicable). Council also assumes a segment is designed and constructed to the same standard and uses a consistent amount of labour and materials.

The replacement cost is calculated by component then summed to give a total per segment. Currently the formation and seal are calculated per square metre and the pavement is calculated using a cubic metre rate. The pavement depth is implied from the road hierarchy, with some additional field collected data on unsealed road pavement depth being utilised. Rates are verified against recent projects, consultation with Council staff and additional Council data from the region.

A comprehensive revaluation of the Roads assets was conducted by AssetVal Pty Ltd, effective 1 January 2014. After assessing the relevant indices, the applicable adjustments have been made to the carrying values, effective 30 June 2019.

Accumulated depreciation

In determining the level of accumulated depreciation, roads were disaggregated into significant components which exhibited different patterns of consumption (useful lives). The condition assessment is applied on a component basis and was used to determine remaining useful life.

Estimated useful lives are disclosed in Note 14.

Mareeba Shire Council**Notes to the financial statements**

For the year ended 30 June 2019

Bridges

A comprehensive revaluation of bridge assets was conducted by Australis Asset Advisory Group effective 30 June 2017. Causeways were included as bridge assets this year as opposed to road assets in prior years. After assessing the relevant indices, the applicable adjustments have been made to the carrying values, effective 30 June 2019.

Current replacement cost

Each bridge was componentised and valued individually according to component material type, dimensions, construction standard, location and site conditions.

Major culverts and causeways were valued using quantity adjusted unit rates, dependant on dimensions, number of cells and material type. Environmental factors, like soil type, topography and accessibility were assumed to be consistent across the category.

Accumulated depreciation

In determining the level of accumulated depreciation, bridges were disaggregated into significant components which exhibited different patterns of consumption (useful lives). The condition assessment is applied on a component basis and was used to determine remaining useful life.

Estimated useful lives are disclosed in Note 14.

Drainage infrastructure*Current replacement cost*

Consistent with bridges, Council assumes that environmental factors such as soil type, climate and topography are consistent across the network and that the network is designed and constructed to the same standard and uses a consistent amount of labour and materials. Where drainage assets are located underground and physical inspection is not possible, the age, size and type of construction material, together with current and planned maintenance records are used to determine the fair value. Construction estimates were determined on a similar basis to roads.

A comprehensive revaluation of the drainage assets was conducted by AssetVal Pty Ltd, effective 1 January 2014. After assessing the relevant indices, the applicable adjustments have been made to the carrying values, effective 30 June 2019.

Accumulated depreciation

In determining the level of accumulated depreciation, drainage assets were disaggregated into types of drainage assets which exhibited different useful lives.

Estimates of expired service potential and remaining useful lives were determined on a straight line basis based on industry standard practices and past experience, supported by maintenance programs.

Estimated useful lives are disclosed in Note 14.

Water and sewerage

A comprehensive revaluation of water and sewerage assets was conducted by Australis Asset Advisory Group effective 30 June 2017. After assessing the relevant indices, the applicable adjustments have been made to the carrying values, effective 30 June 2019.

Current replacement cost

The water and sewerage assets were segregated into active and passive assets.

Water passive assets were not further componentised and consisted of mains, hydrants, manholes and water meters. Sewerage passive assets were further componentised into short and long life components to allow for accurate modelling of pipe relining.

Active assets consisted of treatment, pumping, bore, weir and storage assets. These assets were componentised and valued independently, with allowances for complexity, size, capacity, function and site factors. These are generally valued as a lump sum item and compared against recent similar projects and in-house databases.

Unit rates applied were based on:

- Unit rate databases and cost guides
- Similar recent project costs
- Indices
- Suppliers' quotations

As an example, in relation to a length of pipe, the cost per metre is the sum of the raw cost of the pipe, the cost to deliver the pipe to site, the cost to lay the pipe, the cost of excavation and backfilling and various overheads such as design, survey, administration, management and contingency.

Mareeba Shire Council**Notes to the financial statements**

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Accumulated depreciation

In determining accumulated depreciation, assets were either subject to a site inspection or an assessment to determine remaining useful life. Where site inspections were conducted (i.e. for active assets), the remaining life was dependent on the recorded condition assessment (see above).

Where site inspections were not conducted (i.e. for passive assets), the remaining useful life was calculated on an age basis after taking into consideration current and planned maintenance records.

Other infrastructure

Other infrastructure fair values were determined by Council's engineers effective 1 January 2014 and considered to approximate the carrying values at that date. An assessment was made at that time to determine each component or assets remaining useful life in order to determine accumulated depreciation. Subsequent to this, the fair values of a portion of the other infrastructure assets were determined by an independent valuer, APV Valuers & Asset Management, effective 30 June 2018. The remaining portion of other infrastructure assets were independently revalued by APV Valuers and Asset Management, effective 30 June 2019. The carrying values of assets not included in the 2019 valuation have been assessed against an applicable indices and no adjustment will be made.

(iv) Changes in fair value measurements using significant unobservable inputs (level 3)

The changes in level 3 assets with recurring fair value measurements are detailed in Note 14 Property, Plant and Equipment.

(v) Valuation processes

Valuations are reviewed annually taking into consideration an analysis of movements in fair value and other relevant information. Council's current procedures for the valuation of property, plant and equipment is set out in Note 14(e)

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For the year ended 30 June 2019

16 Intangible assets

Intangible assets with a cost or other value exceeding \$5,000 are recognised as intangible assets in the financial statements, items with a lesser value being expensed.

Amortisation methods, estimated useful lives and residual values are reviewed at the end of each reporting period and adjusted where appropriate.

	2019	2018
	\$	\$
Software and other intangibles		
Gross carrying value at 1 July	2,291,322	2,196,098
Additions	188,500	95,224
Closing gross carrying value	2,479,822	2,291,322
Accumulated amortisation		
Opening balance	1,347,924	1,023,736
Amortisation in the period	319,570	324,188
Closing balance	1,667,494	1,347,924
Net carrying value at 30 June	812,328	943,398

The software has a finite life estimated at 10 years.

Straight line amortisation has been used with no residual value.

17 Payables

Creditors are recognised upon receipt of the goods or services ordered and are measured at the agreed purchase/contract price net of applicable discounts other than contingent discounts. Amounts owing are unsecured and are generally settled on 30 day terms.

Liabilities are recognised for employee benefits such as wages and salaries, annual and long service leave in respect of services provided by the employee up to reporting date. The liability is calculated using the present value of remuneration rates that will be paid when the liability is expected to be settled and include related on-costs.

Salaries and wages

A liability for salaries and wages is recognised and measured as the amount unpaid at the reporting date at current pay rates in respect of employees' services up to that date. This liability represents an accrued expense.

Annual Leave

A liability for annual leave is recognised. Amounts expected to be settled within 12 months are calculated on current wage and salary levels and include related employee on-costs. Amounts not expected to be settled within 12 months are calculated on projected future wage and salary levels and related employee on-costs, and are discounted to present values. This liability represents an accrued expense.

As Council does not have an unconditional right to defer settlement of the annual leave beyond 12 months after the reporting date, annual leave is classified as a current liability.

Superannuation

The superannuation expense for the reporting period is the amount of the contribution Council makes to the superannuation plan which provides benefits to its employees. Details of those arrangements are set out in Note 23.

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

		2019	2018
	Note	\$	\$
Current			
Creditors and accruals		7,155,277	2,932,171
Annual leave		2,135,275	2,058,258
Other trade and payables		475,448	438,349
Waste levy refund received in advance		219,830	-
		<u>9,985,830</u>	<u>5,428,778</u>
Non-current			
Security deposit (capping of landfill) - SITA		2,148,086	1,904,566
		<u>2,148,086</u>	<u>1,904,566</u>

The State Government made an advance payment to Council in June 2019 to mitigate the impact on households for 2019-20 of the State Waste Levy, which takes effect from 1 July 2019. Council will be liable to the State for payment of the levy on most forms of commercial and household waste delivered to its disposal sites from 1 July 2019. The State is required to make an annual payment to Council that essentially refunds Council for the portion of the Levy that relates to households. Council will fund the portion of the Levy which relates to commercial waste through charges to commercial users of disposal sites from 1 July 2019. As the receipt from the State in June 2019 is for a refund of Councils 2019-20 Levy expense, the full amount has been recognised as a liability as at 30 June 2019.

18 Borrowings

Borrowings are initially recognised at fair value plus any directly attributable transaction costs. Thereafter, they are measured at amortised cost. Principal and interest repayments are made quarterly/semi annually in arrears.

Council adopts an annual debt policy that sets out Council's planned borrowings for the next ten years. Council's current policy is to only borrow for capital projects and for a term no longer than the expected life of the asset. Council also aims to comply with the Queensland Treasury Corporation's borrowing guidelines and ensure that sustainability indicators remain within acceptable levels at all times.

All borrowing costs are expensed in the period in which they are incurred.

Current			
Loans - Queensland Treasury Corporation		400,007	381,789
Finance leases	19	22,088	20,525
		<u>422,095</u>	<u>402,314</u>
Non-current			
Loans - Queensland Treasury Corporation		5,400,654	5,791,216
Finance leases	19	127,833	149,921
		<u>5,528,487</u>	<u>5,941,137</u>
Loans - Queensland Treasury			
Balance on 1 July		6,173,006	6,527,403
Loans raised		-	-
Principal repayments		(372,344)	(354,397)
Book value at 30 June		<u>5,800,662</u>	<u>6,173,006</u>

The QTC loan market value at the reporting date was \$6,378,498. This represents the value of the debt if Council repaid it at that date. As it is the intention of Council to hold the debt for its term, no provision is required to be made in these accounts.

No assets have been pledged as security by Council for any liabilities, however all loans are guaranteed by the Queensland Government.

All borrowings are in \$A denominated amounts and carried at amortised cost, interest being expensed as it accrues. No interest has been capitalised during the current period. Expected final repayment dates vary from 15 March 2024 to 15 June 2036. There have been no defaults or breaches of the loan agreement during the period.

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19 Finance leases

Leases of plant and equipment under which Council as lessee/lessor assumes/transfers substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are classified as finance leases. These leases are amortised on a straight-line basis over the term of the lease or, where it is likely that ownership of the asset will be obtained, the life of the asset. Other leases, where substantially all the risks and benefits remain with the lessor, are classified as operating leases.

Finance leases as lessee

Where Council enters into a finance lease as lessee, Council recognises an asset equal to the lower of fair value of the leased property and the present value of the minimum lease payments. The lease liability is recognised at the same amount. Lease liabilities are reduced by repayments of principal. The interest components of the lease payments are charged as finance costs. The asset is accounted for on the same basis as other assets of the same class.

	2019	2018
	\$	\$
The minimum lease payments are payable as follows:		
Not later than one year	32,500	32,500
Later than 1 year but not later than 5 years	130,000	130,000
Later than 5 years	21,667	54,166
Total minimum lease payments	184,167	216,666
Less: Future finance charges	(34,246)	(46,220)
Lease liability recognised in the financial statements	149,921	170,446
Classified as:		
Current	22,088	20,525
Non-current	127,833	149,921
	149,921	170,446
The present value of above minimum lease payments are payable as follows:		
Not later than one year	22,088	20,525
Later than 1 year but not later than 5 years	106,760	99,131
Later than 5 years	21,073	50,790
	149,921	170,446
The carrying value of the leased asset is as follows:		
Building	1,189,474	1,214,696

20 Provisions

Refuse Restoration

A provision is made for the cost of restoration and ongoing monitoring in respect of refuse dumps where it is probable Council will be liable, or required, to incur such a cost on the cessation of use of these facilities. The provision is measured at the expected cost of the work required, discounted to current day values using the interest rates attaching to Commonwealth Government guaranteed securities with a maturity date corresponding to the anticipated date of the restoration.

The provision represents the present value of the anticipated future costs associated with the closure of the refuse sites, decontamination and monitoring of historical residues and leaching on these sites. The calculation of this provision requires assumptions such as application of environmental legislation, site closure dates, available technologies and engineering cost estimates. These uncertainties may result in future actual expenditure differing from amounts currently provided. Because of the long-term nature of the liability, the most significant uncertainty in estimating the provision is the costs that will be incurred. The provision recognised for refuse sites is reviewed at least annually and updated based on the facts and circumstances available at the time. The provision is for four sites; Almaden, Chillagoe and two sites in Mareeba. One Mareeba site and the Almaden site were closed in the 2017/18 financial year and the Chillagoe site closed in the 2018/19 financial year. The second site in Mareeba will close in the 2019/20 financial year, however Council is not financially responsible for the capping costs, only the ongoing monitoring and maintenance costs.

Mareeba Shire Council
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Long Service Leave

A liability for long service leave is measured as the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date. The value of the liability is calculated using current pay rates and projected future increases in those rates and includes related employee on-costs. The estimates are adjusted for the probability of the employee remaining in Council's employment or other associated employment which would result in Council being required to meet the liability. Adjustments are then made to allow for the proportion of the benefit earned to date, and the result is discounted to present value. The interest rates attaching to Commonwealth Government guaranteed securities at the reporting date are used to discount the estimated future cash outflows to their present value.

Where employees have met the prerequisite length of service and Council does not have an unconditional right to defer this liability beyond 12 months, long service leave is classified as a current liability. Otherwise it is classified as a non-current liability.

	2019 \$	2018 \$
Current		
Refuse restoration	91,810	284,716
Long service leave	398,600	378,452
	<u>490,410</u>	<u>663,168</u>
Non-current		
Refuse restoration	2,148,983	1,436,913
Long service leave	1,844,591	1,994,817
	<u>3,993,574</u>	<u>3,431,730</u>

Details of movements in provisions:

Refuse restoration

Balance at 1 July	1,721,629	3,937,727
Increase in provision due to unwinding of discount	46,700	19,688
Provisions made during the year	635,057	375,234
Provisions used during the year	(162,593)	(2,611,020)
Balance at 30 June	<u>2,240,793</u>	<u>1,721,629</u>

Restoration for three sites have all been completed, however, Council is still obligated for future monitoring of the sites under current legislation to 2039.

Long service leave

Balance at 1 July	2,373,269	2,375,188
Long service leave entitlement arising	404,110	383,360
Long service entitlement paid	(549,063)	(385,279)
Balance at 30 June	<u>2,228,316</u>	<u>2,373,269</u>

Mareeba Shire Council
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21 Asset revaluation surplus

The asset revaluation surplus comprises adjustments relating to changes in value of property, plant and equipment that do not result from the use of those assets. Net incremental changes in the carrying value of classes of non-current assets since their initial recognition are accumulated in the asset revaluation surplus. Increases and decreases on revaluation are offset within a class of assets.

Where a class of assets is decreased on revaluation, that decrease is offset first against the amount remaining in the asset revaluation surplus in respect of that class. Any excess is treated as an expense.

When an asset is disposed of, the amount reported in surplus in respect of that asset is retained in the asset revaluation surplus and not transferred to retained surplus.

The comparative balance for the asset revaluation surplus and retained earnings has been adjusted to reflect a cumulative historical difference.

	Note	2019 \$	2018 \$
Movements in the asset revaluation surplus were as follows:			
Balance at beginning of financial year		47,792,542	39,699,512
Net adjustment to non-current assets at end of period to reflect a change in current fair value:			
Land		-	-
Buildings		3,083,610	6,039,739
Plant & Fleet		-	-
Road, drainage and bridge network		18,140,688	-
Water		3,580,471	-
Sewerage		4,102,162	-
Other Infrastructure		1,567,487	2,053,291
Impairment:			
Land and improvements		-	-
Buildings		-	-
Water		-	-
Adjustments			
Reclassification between reserves		(69,481)	-
Movements total		30,404,937	8,093,030
Balance at end of financial year		78,197,479	47,792,542

	Note	2019 \$	2018 \$
Asset revaluation surplus analysis			
The closing balance of the asset revaluation surplus comprises the following asset categories:			
Land and improvements		387,018	387,018
Buildings		12,406,239	9,322,629
Plant & Fleet		-	-
Road, drainage and bridge network		34,412,878	16,272,190
Water		12,161,565	8,581,094
Sewerage		14,710,086	10,607,924
Other infrastructure assets		4,119,693	2,552,206
		78,197,479	47,723,061

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22 Commitments for expenditure

Contractual commitments

Contractual commitments at end of financial period but not recognised in the financial statements are as follows:

Waste contracts	12,940,865	15,256,257
Cleaning contractors	541,910	481,020
	<u>13,482,775</u>	<u>15,737,277</u>

23 Contingent liabilities

Details and estimates of maximum amounts of contingent liabilities are as follows:

Local Government Mutual

Council is a member of the local government mutual liability self-insurance pool, LGM Queensland. In the event of the pool being wound up or it is unable to meet its debts as they fall due, the trust deed and rules provide that any accumulated deficit will be met by the individual pool members in the same proportion as their contribution is to the total pool contributions in respect to any year that a deficit arises.

As at 30 June 2018 the LGM financial statements reported an accumulated surplus and it is not anticipated any liability will arise.

Local Government Workcare

Council is a member of the Queensland local government worker's compensation self-insurance scheme, Local Government Workcare. Under this scheme Council has provided an Indemnity towards a bank guarantee to cover bad debts which may remain should the self insurance licence be cancelled and there was insufficient funds available to cover outstanding liabilities. Only the Queensland Government workers compensation authority may call on any part of the guarantee should the above circumstances arise. The indemnity amount provided by Council as at 30 June 2019 in relation to the Local Government Workcare Bank Guarantee is \$238,434.

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24 Superannuation

Council contributes to the LGIASuper Regional Defined Benefits Fund (the scheme) at the rate of 12% each for permanent employee who is a defined benefit member. The rate is set in accordance with the LGIASuper trust deed and may be varied on the advice of an actuary. The Regional Defined Benefits Fund is a complying superannuation scheme for the purpose of the Commonwealth Superannuation Industry (Supervision) legislation and is also governed by the *Local Government Act 2009*.

The scheme is a defined benefit plan, however Council is not able to account for it as a defined benefit plan in accordance with AASB119 because LGIASuper is unable to account for its proportionate share of the defined benefit obligation, plan assets and costs.

Any amount by which the scheme is over or under funded may affect future benefits and result in a change to the contribution rate, but has not been recognised as an asset or liability of Council.

Technically Council can be liable to the scheme for a portion of another local governments' obligations should that local government be unable to meet them. However the risk of this occurring is extremely low and in accordance with the LGIASuper trust deed changes to the councils obligations will only be made on the advice of an actuary.

The last completed actuarial assessment of the scheme was undertaken as at 1 July 2018. The actuary indicated that 'At the valuation date of 1 July 2018, the net assets of the scheme exceeded the vested benefits and the scheme was in a satisfactory financial position as at the valuation date'. Council is not aware of anything that has happened since that time that indicates the assets of the scheme are not sufficient to meet the vested benefits, as at reporting date.

No changes have been made to prescribed employer contributions which remain at 12% of employee assets and there are no known requirements to change the rate of contributions.

The next triennial actuarial review date is not due until 1 July 2021.

The most significant risks that may result in the LGIASuper increasing the contribution rate, on the advice of the actuary are:

Investment Risk - The risk that the schemes investment returns will be lower than assumed and additional contributions are needed to fund shortfall

Salary growth risk - The risk that wages or salaries will rise more rapidly than assumed, increasing vested benefits to be funded.

There are currently 62 entities contributing to the scheme and any changes in contribution rates would apply equally to all 62 entities. Mareeba Shire Council made 0.74% of the total contributions to the plan in the 2018-19 financial year.

	Note	2019 \$	2018 \$
Superannuation contributions made to Regional Defined Benefits Fund		127,933	147,790
Other superannuation contributions for employees		1,648,195	1,611,778
Total superannuation contributions paid by Council for employees:	5	1,776,128	1,759,568
			2020 \$
Contributions Council expects to make to the Regional Defined Benefits Fund for 2019-20			130,811

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

	Note	2019 \$	2018 \$
25 Operating lease income			
Council has leased facilities to independent operators. The minimum lease receipts are as follows:			
Not later than one year		507,372	493,920
One to five years		2,286,745	2,247,294
Later than five years		5,317,375	4,968,410
		<u>8,111,492</u>	<u>7,709,624</u>
26 Trust funds			
Trust funds held for outside parties			
Monies collected or held on behalf of other entities yet to be paid out to or on behalf of those entities			
		545,696	510,978
		<u>545,696</u>	<u>510,978</u>
Council performs only a custodial role in respect of these monies. As these funds cannot be used by Council, they are not brought to account in these financial statements.			
27 Reconciliation of net result for the period to net cash inflow (outflow) from operating activities			
Net result		27,504,577	20,171,733
Non-cash items:			
Depreciation and amortisation		9,721,843	9,434,713
Finance costs		145,298	77,125
Finance income		-	(116,063)
		<u>9,867,141</u>	<u>9,395,775</u>
Investing and development activities:			
Net loss on disposal of non-current assets		600,509	1,244,123
Capital grants and contributions		(19,727,482)	(13,420,575)
Donated assets		(34,545)	(1,426,570)
		<u>(19,161,518)</u>	<u>(13,603,022)</u>
Changes in operating assets and liabilities:			
(Increase)/ decrease in receivables		(548,862)	(147,114)
(Increase)/decrease in inventory		298,198	23,851
Increase/(decrease) in payables		4,713,949	(1,555,574)
Increase/(decrease) in provisions		389,086	(2,218,017)
		<u>4,852,371</u>	<u>(3,896,854)</u>
Net cash inflow from operating activities		<u>23,062,570</u>	<u>12,067,632</u>

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

28 Reconciliation of liabilities arising from finance activities

	As at 30 June 2018	Cash flows	Non-cash changes (new leases)	As at 30 June 2019
	\$	\$	\$	\$
Loans	6,173,005	(372,344)	-	5,800,662
Finance leases	170,446	(20,525)	-	149,921
18	6,343,451	(392,869)	-	5,950,583

29 Financial instruments

The effect of initially applying AASB 9 on Council's financial instruments is described in Note 1.B Comparative information and has not been restated to reflect the requirements.

Council has exposure to the following risks arising from financial instruments:

- credit risk
- liquidity risk
- market risk

This note provides information (both qualitative and quantitative) to assist statement users evaluate the significance of financial instruments to Council's financial position and financial performance, including the nature and extent of risks and how Council manages these exposures.

Financial risk management

Council is responsible for the establishment and oversight of the risk management framework, together with developing and monitoring risk management policies.

Council approves policies for overall risk management, as well as specifically for managing credit, liquidity and market risk.

Council's risk management policies are established to identify and analyse the risks faced, to set appropriate limits and controls and to monitor these risks and adherence against limits. Council aims to manage volatility to minimise potential adverse effects on the financial performance of Council.

Council's audit committee oversees how management monitors compliance with Council's risk management policies and procedures, and reviews the adequacy of the risk management framework in relation to the risks faced by Council. Council's audit committee is assisted in its oversight role by internal audit. Internal audit undertakes both regular and ad hoc reviews of risk management controls and procedures, the results of which are reported to the audit committee.

Council does not enter into derivatives.

Credit risk

Credit risk is the risk of financial loss if a counterparty to a financial instrument fails to meet its contractual obligations. These obligations arise principally from Council's investments and receivables from customers.

Exposure to credit risk is managed through regular analysis of credit counterparty ability to meet payment obligations. The carrying amount of financial assets represents the maximum credit exposure.

Investments in financial instruments are required to be made with Queensland Treasury Corporation (QTC) or similar state/ commonwealth bodies or financial institutions in Australia, in line with the requirements of the *Statutory Bodies Financial Arrangements Act 1982*.

The carrying amounts of financial assets at the end of the reporting period represent the maximum exposure to credit risk for the Council, refer to Notes 10, 11 and 12.

Council does not require collateral in respect of trade and other receivables. Council does not have trade receivables for which no loss allowance is recognised because of collateral.

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

At 30 June 2019, the exposure to credit risk for trade receivables by type of counterparty was as follows:

	2019	2018
	\$	\$
Property charges	1,842,081	3,200,252
GST recoverable	673,408	148,421
Community organisations	52,477	59,002
Other	4,486,365	3,048,720
Total	<u>7,054,331</u>	<u>6,456,395</u>

Refer to Note 12 for further details

A summary of the Council's exposure to credit risk for trade receivables is below. This represents the ageing of trade and other sundry receivables, excluding rates debtors and prepayments and the amount of any impairment.

	2019	2018
	\$	\$
Not past due	4,894,361	2,993,482
Past due 31-60 days	47,851	21,985
Past due 61-90 days	42,425	11,641
More than 90 days	2,069,694	3,429,287
Impaired	-	-
Total gross carrying amount	<u>7,054,331</u>	<u>6,456,395</u>

Refer to Note 12 for further details

Expected credit loss assessment for the reporting period ended 30 June 2019:

	Closing Balance 2019	Historical probability of default	Loss given default	Lifetime Expected Credit Loss
	\$			\$
Rates and Charges	1,842,081	0%	0%	-
Government Receivables	2,977,414	0%	0%	-
Community Organisations	52,477	0%	100%	-
Other Debtors	2,182,359	0%	100%	-
Total	<u>7,054,331</u>	<u>0%</u>		<u>-</u>

Historical probability of default percentages are based on Council's review of credit losses experienced over the past four years.

Liquidity risk

Liquidity risk is the risk that Council will encounter difficulty in meeting the obligations associated with its financial liabilities that are settled by delivering cash or another financial asset.

Council's approach to managing liquidity is to ensure, as far as possible, that it will have sufficient liquidity to meet its liabilities when they are due, under both normal and stresses conditions, without incurring unacceptable losses or risking damage to the Council's reputation.

Council is exposed to liquidity risk through its normal course of business and through its borrowings with the Queensland Treasury Corporation.

Council manages its exposure to liquidity risk by maintaining sufficient cash deposit to cater for unexpected volatility in cash flows.

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

The following table sets out the liquidity risk in relation to financial liabilities held by Council. It represents the remaining contractual cashflows (principal and interest) of financial liabilities at the end of the reporting period, excluding the impact of netting agreements:

	0 to 1 year	1 to 5 years	Over 5 years	Total contractual cash flows	Carrying amount
	\$	\$	\$	\$	\$
2019					
Trade and other payables	7,630,725	-	-	7,630,725	7,630,725
Loans - QTC	615,000	2,432,069	4,370,465	7,417,534	5,800,662
Finance leases	32,500	130,000	21,667	184,167	149,921
	<u>8,278,225</u>	<u>2,562,069</u>	<u>4,392,132</u>	<u>15,232,426</u>	<u>13,581,308</u>
	0 to 1 year	1 to 5 years	Over 5 years	Total contractual cash flows	Carrying amount
	\$	\$	\$	\$	\$
2018					
Trade and other payables	3,370,520	-	-	3,370,520	3,370,520
Loans - QTC	615,000	2,460,000	4,957,535	8,032,535	6,173,006
Finance leases	32,500	130,000	54,166	216,666	170,446
	<u>4,018,020</u>	<u>2,590,000</u>	<u>5,011,701</u>	<u>11,619,721</u>	<u>9,713,972</u>

The outflows in the above table are not expected to occur significantly earlier or for significantly different amounts than indicated in the table.

Market risk

Market risk is the risk that changes in market prices, such as interest rates, will affect Council's income or the value of its holdings of financial instruments.

Interest rate risk

Council is exposed to interest rate risk through investments and borrowings with QTC and other financial institutions.

Council has access to a mix of variable and fixed rate funding options through QTC so that interest rate risk exposure can be minimised. The impact of a reasonably priced change in interest rates (assumed to be 1%) would not be expected to have a material impact on Council's future profits or equity.

Council does not account for any fixed-rate financial assets or financial liabilities at Fair Value through Profit or Loss, therefore a change in interest rates at the reporting date would not affect profit or loss.

Fair value

The fair value of trade and other receivables and payables is assumed to approximate the value of the original transaction, less any allowance for impairment.

The fair value of borrowings with QTC is based on the market value of debt outstanding. The market value of a debt obligation is the discounted value of future cash flows based on prevailing market rates and represents the amount required to be repaid if this was to occur at balance date. The market value of debt is provided by QTC and is disclosed in Note 18.

QTC applies a book rate approach in the management of debt and interest rate risk, to limit the impact of market value movements to clients' cost of funding. The book value represents the carrying value based on amortised cost using the effective interest method.

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

30 National Competition Policy

Business activities to which the code of competitive conduct is applied

Council applies the competitive code of conduct to the following activities:

Water services
Sewerage services
Waste management
Laboratory services
Building services

This requires the application of full cost pricing, identifying the cost of community service obligations (CSO) and eliminating the advantages and disadvantages of public ownership within that activity.

The CSO value is determined by Council, and represents an activities cost(s) which would not be incurred if the primary objective of the activities was to make a profit. Council provides funding from general revenue to the business activity to cover the cost of providing non-commercial community services or costs deemed to be CSO by Council.

The following summary of activity statements are for activities subject to the competitive code of conduct. A detailed statement can be requested from Council.

	Water services	Sewerage services	Waste management	Laboratory services	Building services
	2019 \$'000	2019 \$'000	2019 \$'000	2019 \$'000	2019 \$'000
Revenue for services provided to Council	300	38	-	84	2
Revenue for services provided to external clients	5,926	5,120	5,699	90	-
Community service obligations	-	119	-	-	1
	6,226	5,277	5,699	174	3
Less: Expenditure	4,956	3,691	4,891	376	3
Surplus/(deficit)	1,270	1,586	808	(202)	-

Description of CSO provided to business activities:

Only Council's sewerage and building certification activities include any community service obligations.

Activities	CSO description	Net cost \$'000
Sewerage	For providing free services to public areas and supporting small schemes	119
Building services	For providing the same fee across the shire regardless of distance travelled from main office	1

Mareeba Shire Council
Notes to the financial statements
For the year ended 30 June 2019

31 Transactions with related parties

(a) Transactions with key management personnel (KMP)

KMP are those persons having authority and responsibility for planning, directing and controlling the activities or indirectly, including any director (whether executive or otherwise) at Council. KMP include the Mayor, Councillors, Council's Chief Executive Officer and some executive management.

Remuneration category	2019 \$	2018 \$
Short-term employee benefits	1,287,801	1,269,254
Post-employment benefits	27,231	29,482
Long-term benefits	14,951	24,302
Termination benefits	-	113,005
Total KMP remuneration	1,329,983	1,436,043

Detailed remuneration disclosures are provided in the annual report.

(b) Transactions with other related parties

Other related parties include the close family members of KMP and any entities controlled or jointly controlled by KMP or their close family members. Close family members include a spouse, child and dependent of a KMP or their spouse.

Details of transactions between Council and other related parties include:

Transaction type	Additional information	2019 \$	2018 \$
Purchase of materials and services from entities controlled by KMP	31(b)(i)	386,986	438,834
Employee expenses for close family members of KMP	31(b)(ii)	121,039	95,718
Total		508,025	534,552

(i) Council purchased the following material and services from entities that are controlled by members of KMP. All materials and services purchased from entities controlled by KMP were at arm's length and were in the normal course of Council's operations.

	2019 \$	2018 \$
Waste contract services	378,068	360,405
Plant hire	5,583	74,885
Minor purchases (magazines and newspapers)	3,336	3,544
	<u>386,987</u>	<u>438,834</u>

(ii) Council employs 218 full time equivalent employees of which 2 are close family members of KMP. All close family members of KMP were employed through an arms length process. They are paid in accordance with the Award for the job they perform.

(c) Outstanding balances

Mareeba Shire Council did not have any outstanding balances with other related parties at the end of the reporting period.

(d) Loans and guarantees to/from related parties

Council does not make loans to or receive loans from related parties. No guarantees have been provided.

(e) Commitments to/from other related parties

On 16 May 2018, Council entered into a new contract with EVY Entertainment which commenced on 1 July 2018 for two years, with one year option to extend, with a value of \$125,424 per year. The new contract was the result of a tender process in accordance with Council's normal procedures and policies and an independent probity audit was conducted. Cr. Edward Brown was not involved in this decision to award this contract.

Mareeba Shire Council**Notes to the financial statements**

For the year ended 30 June 2019

(f) Transactions with related parties that have not been disclosed

Most of the entities and people that are related parties of Council live and operate within the Mareeba Shire Council. Therefore on a regular basis, ordinary citizen transactions occur between Council and its related parties. Some examples:

- Payment of rates
- Dog registration
- Use of the public pool
- Borrowing books from a Council library

Council has not included these types of transactions in its disclosure, where they are made on the same terms and conditions available to the general public.

Mareeba Shire Council
Financial statements
For the year ended 30 June 2019

Management Certificate
For the year ended 30 June 2019

These general purpose financial statements have been prepared pursuant to sections 176 and 177 of the *Local Government Regulation 2012* (the Regulation) and other prescribed requirements.

In accordance with section 212(5) of the Regulation we certify that:

- (i) the prescribed requirements of the *Local Government Act 2009* and *Local Government Regulation 2012* for the establishment and keeping of accounts have been complied with in all material respects; and
- (ii) the general purpose financial statements, as set out on pages 1 to 39, present a true and fair view, in accordance with Australian Accounting Standards, of Council's transactions for the financial period and financial position at the end of the year.



Mayor
Thomas Gilmore

Date: 1 / 10 / 2019



Acting/ Chief Executive Officer
Jennifer McCarthy

Date: 1 / 10 / 2019



INDEPENDENT AUDITOR'S REPORT

To the Councillors of Mareeba Shire Council

Report on the audit of the financial report

Opinion

I have audited the accompanying financial report of Mareeba Shire Council (the council).

In my opinion, the financial report:

- a) gives a true and fair view of the council's financial position as at 30 June 2019, and of its financial performance and cash flows for the year then ended
- b) complies with the *Local Government Act 2009*, the *Local Government Regulation 2012* and Australian Accounting Standards.

The financial report comprises the statement of financial position as at 30 June 2019, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including significant accounting policies and other explanatory information, and the certificate given by the Mayor and Acting Chief Executive Officer.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial report* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General of Queensland Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

Other information comprises the information included in Mareeba Shire Council's annual report for the year ended 30 June 2019, but does not include the financial report and my auditor's report thereon. At the date of this auditor's report, the other information was the current year financial sustainability statement and long-term financial sustainability statement.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the *Local Government Regulation 2012*, I have expressed a separate opinion on the current year financial sustainability statement.



In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the council for the financial report

The council is responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Local Government Act 2009*, the *Local Government Regulation 2012* and Australian Accounting Standards, and for such internal control as the council determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The council is also responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the council or to otherwise cease operations.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the council.



- Conclude on the appropriateness of the council's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Report on other legal and regulatory requirements

In accordance with s.40 of the *Auditor-General Act 2009*, for the year ended 30 June 2019:

- a) I received all the information and explanations I required.
- b) In my opinion, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

Sri Narasimhan
as delegate of the Auditor-General

8 October 2019

Queensland Audit Office
Brisbane

Mareeba Shire Council
Current Year Financial Sustainability Statement
 For the year ended 30 June 2019


Measures of Financial Sustainability

Council's performance at 30 June 2019 against key financial ratios and targets:

	How the measure is calculated	Actual - Council	Target
Operating surplus ratio	Net result (excluding capital items) divided by total operating revenue (excluding capital items)	15%	Between 0% and 10%
Asset sustainability ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense.	129%	Greater than 90%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue (excluding capital items)	-72%	Not greater than 60%

Note 1 - Basis of Preparation

The current year financial sustainability statement is a special purpose statement prepared in accordance with the requirements of the *Local Government Regulation 2012* and the *Financial Management (Sustainability) Guideline 2013*. The amounts used to calculate the three reported measures are prepared on an accrual basis and are drawn from Council's audited general purpose financial statements for the year ended 30 June 2019.

<p>Certificate of Accuracy For the year ended 30 June 2019</p> <p>This current-year financial sustainability statement has been prepared pursuant to Section 178 of the <i>Local Government Regulation 2012</i> (the regulation).</p> <p>In accordance with Section 212(5) of the Regulation we certify that this current-year financial sustainability statement has been accurately calculated.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%; text-align: center;">  <hr style="width: 80%; margin: 0 auto;"/> <p>Mayor Thomas Gilmore</p> <p>Date: <u> 1 </u>/<u> 10 </u>/<u> 2019 </u></p> </div> <div style="width: 45%; text-align: center;">  <hr style="width: 80%; margin: 0 auto;"/> <p>Acting/Chief Executive Officer Jennifer McCarthy</p> <p>Date: <u> 1 </u>/<u> 10 </u>/<u> 2019 </u></p> </div> </div>	
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INDEPENDENT AUDITOR'S REPORT

To the Councillors of Mareeba Shire Council

Report on the current year financial sustainability statement

Opinion

I have audited the accompanying current year financial sustainability statement of Mareeba Shire Council (the council) for the year ended 30 June 2019, comprising the statement, explanatory notes, and the certificate of accuracy given by the Mayor and the Acting Chief Executive Officer.

In accordance with section 212 of the *Local Government Regulation 2012*, in my opinion, in all material respects, the current year financial sustainability statement of Mareeba Shire Council for the year ended 30 June 2019 has been accurately calculated.

Basis of opinion

I conducted my audit in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the current year financial sustainability statement* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the statement in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General of Queensland Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matter – basis of accounting

I draw attention to Note 1 which describes the basis of accounting. The current year financial sustainability statement has been prepared in accordance with the Financial Management (Sustainability) Guideline 2013 for the purpose of fulfilling the council's reporting responsibilities under the *Local Government Regulation 2012*. As a result, the statement may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Other Information

Other information comprises the information included in Mareeba Shire Council's annual report for the year ended 30 June 2019, but does not include the current year financial sustainability statement and my auditor's report thereon. At the date of this auditor's report, the other information was the general purpose financial statements and long-term financial sustainability statement.

My opinion on the current year financial sustainability statement does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the *Local Government Regulation 2012*, I have expressed a separate opinion on the general purpose financial report.



In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the council for the current year financial sustainability statement

The council is responsible for the preparation and fair presentation of the current year financial sustainability statement in accordance with the *Local Government Regulation 2012*. The council's responsibility also includes such internal control as the council determines is necessary to enable the preparation and fair presentation of the statement that is accurately calculated and is free from material misstatement, whether due to fraud or error.

Auditor's responsibilities for the audit of the current year financial sustainability statement

My objectives are to obtain reasonable assurance about whether the current year financial sustainability statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this statement.

My responsibility does not extend to forming an opinion on the appropriateness or relevance of the reported ratios, nor on the council's future sustainability.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the council.
- Evaluate the overall presentation, structure and content of the statement, including the disclosures, and whether the statement represents the underlying transactions and events in a manner that achieves fair presentation.



I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

A handwritten signature in blue ink, appearing to read 'Sri Narasimhan'.

Sri Narasimhan
as delegate of the Auditor-General

8 October 2019



Queensland Audit Office
Brisbane

Mareeba Shire Council
Long-Term Financial Sustainability
Prepared as at 30 June 2019

Prepared as at 30 June 2019												
Measures of Financial Sustainability	Measure	Target	Actuals at	Projected for the years ended								
			30 June 2019	30 June 2020	30 June 2021	30 June 2022	30 June 2023	30 June 2024	30 June 2025	30 June 2026	30 June 2027	30 June 2028
Operating surplus ratio	Net result divided by total operating revenue	Between 0% and 10%	15.05%	9.67%	9.97%	9.75%	9.62%	9.72%	10.36%	10.33%	9.93%	9.61%
Asset sustainability ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense.	Greater than 90%	129.1%	156.1%	115.6%	104.7%	98.2%	90.2%	121.5%	130.6%	101.8%	104.7%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue	Not greater than 60%	-72%	-65.1%	-68.0%	-71.5%	-72.2%	-75.4%	-80.0%	-84.8%	-86.6%	-91.6%

Mareeba Shire Council's Financial Management Strategy

Council measures revenue and expenditure trends over time as a guide to future requirements and to make decisions about the efficient allocation of resources to ensure the most effective provision of services. Council ensures that its financial management strategy is prudent and that its long-term financial forecast shows a sound financial position whilst also being able to meet the community's current and future needs.

<p>For the long-term financial sustainability statement prepared as at 30 June 2019</p> <p>This long-term financial sustainability statement has been prepared pursuant to Section 178 of the <i>Local Government Regulation 2012</i> (the regulation).</p> <p>In accordance with Section 212(5) of the Regulation we certify that this long-term financial sustainability statement has been accurately calculated.</p>	
	
<p>Mayor Thomas Gilmore</p> <p>Date: <u>1</u> / <u>10</u> / 2019</p>	<p>Acting/Chief Executive Officer Jennifer McCarthy</p> <p>Date: <u>1</u> / <u>10</u> / 2019</p>



11 CONFIDENTIAL REPORTS

Nil

12 BUSINESS WITHOUT NOTICE

13 NEXT MEETING OF COUNCIL

14 FOR INFORMATION**14.1 SUMMARY OF NEW PLANNING APPLICATIONS & DELEGATED DECISIONS FOR THE MONTH OF SEPTEMBER 2019****Date Prepared:** 14 October 2019**Author:** Senior Planner**Attachments:** Nil

Please see below information.

Summary of new Planning Development Applications and Delegated Decisions for September 2019

New Development Applications					
Application #	Lodgement Date	Applicant/ Address	Property Description	Application Type	Status
RAL/19/0020	03/09/2019	Renzo Fanna C/- Freshwater Planning Pty Ltd 30 McGrath Road, Mareeba	Lot 2 on RP727052	ROL (1 into 2 Lots)	In Public Notification Stage
OPW/19/0007	17/09/2019	A & A Salinovic TTE 72-76 Masons Road, Kuranda	Lot 100 on SP202702	Operational works associated with RAL/18/0029	In Decision stage

Decision Notices issued under Delegated Authority

Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
RAL/19/0010	3/09/2019	NQ Co-Op Ltd C/- Freshwater Planning Pty Ltd	28 Reynolds Street, Mareeba	Lot 1 on M356124	ROL (1 into 2 Lots)
OPW/19/0008	02/09/2019	Sandy Creek Pastoral Company Pty Ltd C/- Civil Walker	5-7 Rob Veivers Drive, Kuranda	Lot 10 on SP311519	Operational Works (Site Access Modification Works)

Negotiated Decision Notices issued under Delegated Authority

Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
Nil					

Change to Existing Development Approval issued

Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

Referral Agency Response Decision Notices issued under Delegated Authority

Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

Extensions to Relevant Period issued					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
DA/13/0085	16/09/2019	Kanjini Co-Op Ltd	Emerald Falls Road, Mareeba	Lot 67 on SP284105 (formerly Lot 67 on RP896904)	ROL Subdivision (1 into 4 Lots Plus Balance Area)

Survey Plans endorsed					
Application #	Date	Applicant	Address	Property Description	No of Lots
RAL/19/0017	25/09/2019	Kathleen Colless Pty Ltd	3276 & 3278 MULLIGAN HIGHWAY, MOUNT MOLLOY	LOTS 2 - 3 & EASEMENT G IN LOT 3 ON SP298325 (CANCELLING LOTS 2 & 3 ON SP223151)	Boundary Realignment (2 Lots)
RAL/17/0004	23/09/2019	Glen & Robyn Simmonds	99 COYLE ROAD & 89 HUME ROAD, BIBOCHRA	LOTS 11 - 14 ON SP306249 (CANCELLING LOTS 1 & 2 ON RP734860)	4 Lots

14.2 AUDIT COMMITTEE MEETING MINUTES 1 OCTOBER 2019

Date Prepared: 14 October 2019

Author: Director Corporate and Community Services

Attachments: 1. Audit Committee Meeting Minutes 1 October 2019 [↓](#)

Please see the following Minutes of the Audit Committee Meeting held 1 October 2019



MINUTES

Tuesday, 1 October 2019
Audit Committee Meeting

Audit Committee Meeting Minutes

1 October 2019

**MINUTES OF MAREEBA SHIRE COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 1 OCTOBER 2019 AT 10:00AM**

1 MEMBERS IN ATTENDANCE

Ms Ruth Faulkner, Cr Kevin Davies, Cr Mary Graham

2 OFFICERS IN ATTENDANCE

Jennifer McCarthy (Acting Chief Executive Officer), Anthony Archie (Manager Development and Governance), Elisa Tatti (Manager Finance), Andrew Cornes (External Auditors),
[Carolyn Eagle (Internal Auditors), Nicole Short (QAO) via teleconference]

2.1 OBSERVERS IN ATTENDANCE

Cr Angela Toppin, Cr Lenore Wyatt

3 APOLOGIES

Tom Gilmore (Mayor), Peter Franks (Chief Executive Officer), Lisa Fraser (QAO)

**4 DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST BY
AUDIT COMMITTEE AND OBSERVERS**

Chairperson will leave the room when Item 13.1 is discussed. Alternative Chair Cr Davies.

5 CONFIRMATION OF MINUTES**COMMITTEE RESOLUTION 2019/12**

Moved: Cr Kevin Davies
Seconded: Cr Mary Graham

That the minutes of Audit Committee Meeting held on 13 August 2019 be confirmed.

CARRIED

6 FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL**6.1 FINANCIAL STATEMENTS PERIOD ENDING 31 AUGUST 2019****COMMITTEE RESOLUTION 2019/13**

Moved: Cr Mary Graham
Seconded: Ms Ruth Faulkner

That the Audit Committee note the financial report for the period ending 31 August 2019.

CARRIED

6.2 FINANCIAL STATEMENTS YEAR ENDING 30 JUNE 2019**COMMITTEE RESOLUTION 2019/14**

Moved: Cr Mary Graham

Seconded: Ms Ruth Faulkner

That the Audit Committee receive and note the report and recommend Council to adopt subject to amendments.

CARRIED

7 INTERNAL AUDIT**7.1 INTERNAL AUDIT STATUS REPORT****COMMITTEE RESOLUTION 2019/15**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee receive and note the attached reports.

CARRIED

8 GOVERNANCE AND RISK MANAGEMENT**8.1 ENTERPRISE RISK MANAGEMENT****COMMITTEE RESOLUTION 2019/16**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee note the report and recommend that the Chief Executive Officer presents Council with the Significant and Extreme Risks and associated Risk Treatment Plans.

CARRIED

9 EXTERNAL AUDIT**9.1 EXTERNAL AUDIT STATUS REPORT****COMMITTEE RESOLUTION 2019/17**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

Audit Committee Meeting Minutes

1 October 2019

That the Audit Committee receive and note the attached reports.

CARRIED

10 LEGISLATIVE AND REGULATORY COMPLIANCE

10.1 PURCHASING REPORT AUGUST 2019

COMMITTEE RESOLUTION 2019/18

Moved: Ms Ruth Faulkner

Seconded: Cr Mary Graham

That the Audit Committee receive and note the report.

CARRIED

10.2 POLICY REVIEW

COMMITTEE RESOLUTION 2019/19

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

That the current Audit Committee Terms of Reference be rescinded, and the amended Charter and Policy be approved for adoption by Council.

CARRIED

11 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS - CEO

Nil

12 MATTERS TO BE REPORTED TO COUNCIL

Independent Audit Chair Extension

Financial Statements

Extreme and Significant Risks

13 GENERAL BUSINESS

Chairperson left the room at 12.06pm

Audit Committee Meeting Minutes

1 October 2019

13.1 OFFER OF EXTENSION TO AGREEMENT

COMMITTEE RESOLUTION 2019/20

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

That the Audit Committee recommends the extension of the Agreement.

CARRIED

Chairperson returned to the room at 12.07pm

13.2 2020 MEETING DATES

10 March 2020

11 August 2020 (Tentative)

6 October 2020 (Tentative)

The Meeting closed at 12.15pm.

The next meeting of the Audit Committee will be held at Mareeba on 10 March 2020 at 10am

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CHAIRPERSON