



# **AGENDA**

**Wednesday, 18 December 2019**

## **Ordinary Council Meeting**

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

**Date: Wednesday, 18 December 2019**

**Time: 9:00am**

**Location: Council Chambers**

**Peter Franks  
Chief Executive Officer**





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**1 MEMBERS IN ATTENDANCE**

**2 APOLOGIES/LEAVE OF ABSENCE/ABSENCE ON COUNCIL BUSINESS**

**3 BEREAVEMENTS/CONDOLENCES**

**4 DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST**

**5 CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 20 November 2019

**6 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING**

**7 DEPUTATIONS AND DELEGATIONS**



## 8 CORPORATE AND COMMUNITY SERVICES

### 8.1 CD NASTASI AG PTY LTD & SD NASTASI AG PTY LTD - RECONFIGURING A LOT - SUBDIVISION (1 INTO 2 LOTS) - LOT 51 ON SP243993 - 57 STUDDT ROAD, MAREEBA - RAL/19/0024

**Date Prepared:** 2 December 2019

**Author:** Senior Planner

**Attachments:** 1. Proposal Plan

#### APPLICATION DETAILS

APPLICATION		PREMISES	
<b>APPLICANT</b>	CD Nastasi AG Pty Ltd TTE & SD Nastasi AG Pty Ltd TTE	<b>ADDRESS</b>	57 Studt Road, Mareeba
<b>DATE LODGED</b>	11 November 2019	<b>RPD</b>	Lot 51 on SP243993
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Reconfiguring a Lot - Subdivision (1 into 2 lots)		
<b>FILE NO</b>	RAL/19/0024	<b>AREA</b>	15.1674 hectares
<b>LODGED BY</b>	CD Nastasi AG Pty Ltd TTE & SD Nastasi AG Pty Ltd TTE	<b>OWNER</b>	CD Nastasi AG Pty Ltd TTE & SD Nastasi AG Pty Ltd TTE
<b>PLANNING SCHEME</b>	Mareeba Shire Council Planning Scheme 2016		
<b>ZONE</b>	Rural zone		
<b>LEVEL OF ASSESSMENT</b>	Code Assessment		
<b>SUBMISSIONS</b>	n/a		

#### EXECUTIVE SUMMARY

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

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

The application and supporting material have been assessed against the Mareeba Shire Council Planning Scheme 2016 and is in conflict with a single Performance Outcome contained within the Agricultural Land Overlay Code relating to the conservation and protection of rural land.

The proposed development conflicts with the overarching intent of the Agricultural land overlay code as it would result in further fragmentation of rural land in general.

It is recommended that the application be refused.

**OFFICER'S RECOMMENDATION**

1. That in relation to the following development application:

APPLICATION		PREMISES	
<b>APPLICANT</b>	CD Nastasi AG Pty Ltd TTE & SD Nastasi AG Pty Ltd TTE	<b>ADDRESS</b>	57 Studt Road, Mareeba
<b>DATE LODGED</b>	11 November 2019	<b>RPD</b>	Lot 51 on SP243993
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Reconfiguring a Lot - Subdivision (1 into 2 lots)		

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

Refused by Council for reasons set out in (B).

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

- (B) ASSESSMENT MANAGER'S REASONS FOR REFUSAL:

- The proposed development is in conflict with Overall outcome (a) of the Agricultural land overlay code;*
- The proposed development conflicts with the following Performance Outcome of the Agricultural land overlay code:*

**PO6**

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

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

**THE SITE**

The subject site is situated at 57 Studt Road, Mareeba and is described as Lot 51 on SP243993. The site is generally regular in shape with a total area of 15.16 hectares and is zoned *Rural* under the Mareeba Shire Council Planning Scheme 2016.

The site has frontage of approximately 330 metres to Keegan Road which is constructed to a rural road gravel standard. Access is obtained via this same frontage.

Keegan Road divides the site into an eastern and western portion. The smaller western portion is vacant, whilst the eastern portion contains the existing farm dwelling and outbuildings. The Barron River adjoins the eastern boundary of the site.

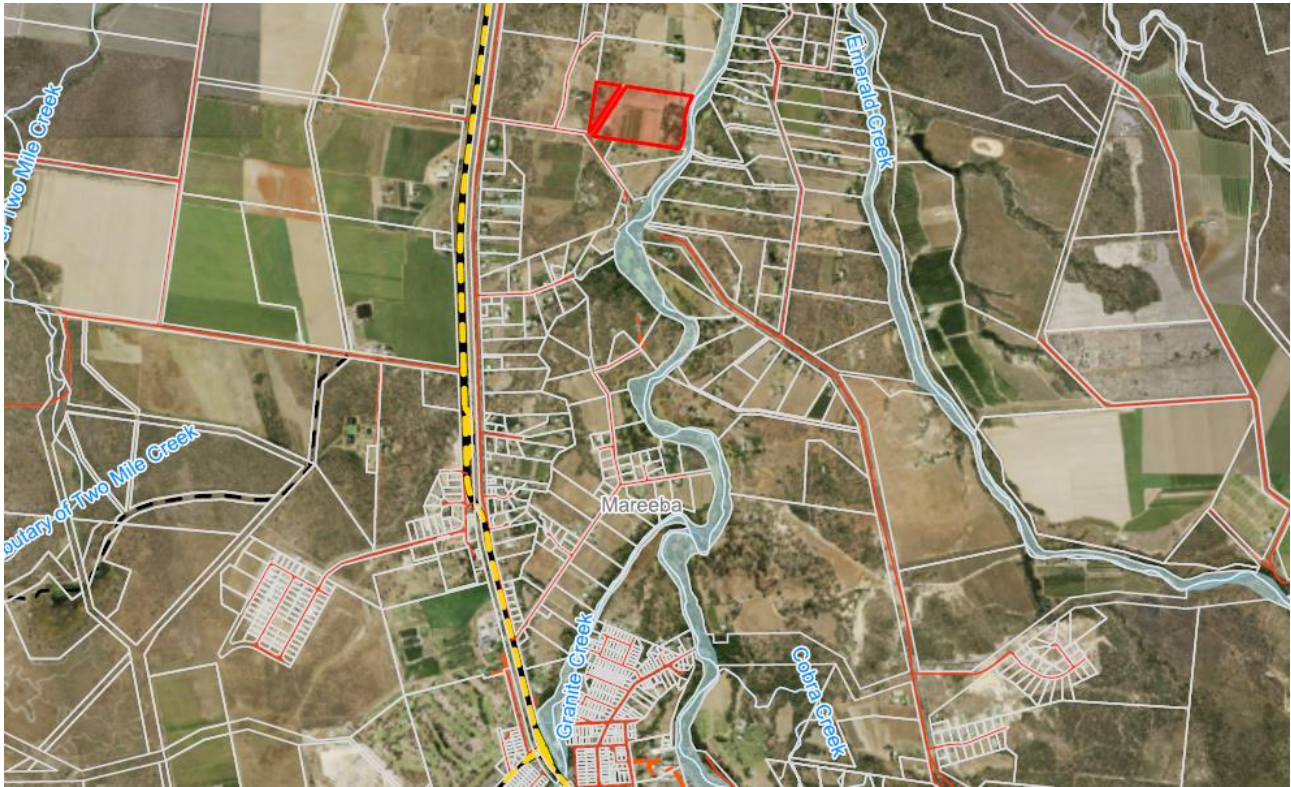
The subject site and most adjoining properties are developed for either rural living or small-scale rural pursuits. The site is currently serviced by an on-site water supply, on site effluent disposal system, electricity and telecommunication networks.



**Map Disclaimer:**

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





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## **BACKGROUND AND CONTEXT**

Nil

## **PREVIOUS APPLICATIONS & APPROVALS**

Nil

## **DESCRIPTION OF PROPOSED DEVELOPMENT**

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

The details of the proposed allotments are as follows:

- Lot 1 - 2.06 hectares, approx. 315 metres frontage to Keegan Road;
- Lot 2 - 13.1 hectares, approx. 330 metres frontage to Keegan Road.

It is proposed to subdivide the subject land along the division already created by Keegan Road.

Proposed Lot 1 would be vacant at the time of its creation. Proposed Lot 2 would contain the established dwelling house and multiple farm sheds.

Access to both lots would continue via Keegan Road and Studt Road.

Services to proposed Lot 2 would remain substantially unchanged from the existing arrangements for the established dwelling house.



## REGIONAL PLAN DESIGNATION

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

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

## PLANNING SCHEME DESIGNATIONS

Strategic Framework:	<b>Land Use Categories</b> <ul style="list-style-type: none"> <li>• Rural Agricultural Area</li> </ul> <b>Natural Environment Elements</b> <ul style="list-style-type: none"> <li>• Habitat Linkage</li> </ul>
Zone:	Rural zone
Overlays:	<ul style="list-style-type: none"> <li>• Agricultural Land Overlay</li> <li>• Airport Environs Overlay</li> <li>• Bushfire Hazard Overlay</li> <li>• Environmental Significance Overlay</li> <li>• Flood Hazard Overlay</li> <li>• Hill and Slope Overlay</li> <li>• Transport Infrastructure Overlay</li> </ul>

## RELEVANT PLANNING INSTRUMENTS

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

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

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

### (B) State Planning Policy

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

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

#### Relevant Developments Codes

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

- 6.2.9 Rural zone code
- 8.2.1 Agricultural land overlay code

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

The application did not include a planning report and assessment against the planning scheme. An officer assessment has found that the application would conflict with the identified section of the Agricultural Land Overlay Code.

Relevant Codes	Comments
Rural zone code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Agricultural land overlay code	The application conflicts with the following performance outcomes and acceptable outcomes: <ul style="list-style-type: none"> <li>PO6</li> </ul> Refer to planning discussion section of this report.
Airport environs overlay code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Bushfire hazard overlay code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Environmental significance overlay code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Flood hazard overlay code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Hill and slope overlay code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Landscaping code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Parking and access code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).

Reconfiguring a lot code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Works, services and infrastructure code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).

#### (D) Planning Scheme Policies

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

All development works will be conditioned to be designed and constructed in accordance with the FNQROC Development Manual.

#### (E) Adopted Infrastructure Charges Notice

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

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

The subject land is not serviced by reticulated water and sewerage networks.

Based on Adopted Infrastructure Charges Resolution (No.2) 2019, the following contribution towards the transport network is considered appropriate:

- 1 additional allotment x \$4,700.00 = **\$4,700.00**

#### REFERRAL AGENCY

This application did not trigger referral to a Referral Agency.

#### Internal Consultation

Technical Services.

#### PLANNING DISCUSSION

Noncompliance with Performance Outcome PO6 of the Agricultural Land Overlay Code is summarised as follows:

##### PO6

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

- improves agricultural efficiency;
- facilitates agricultural activity; or
- facilitates conservation outcomes; or

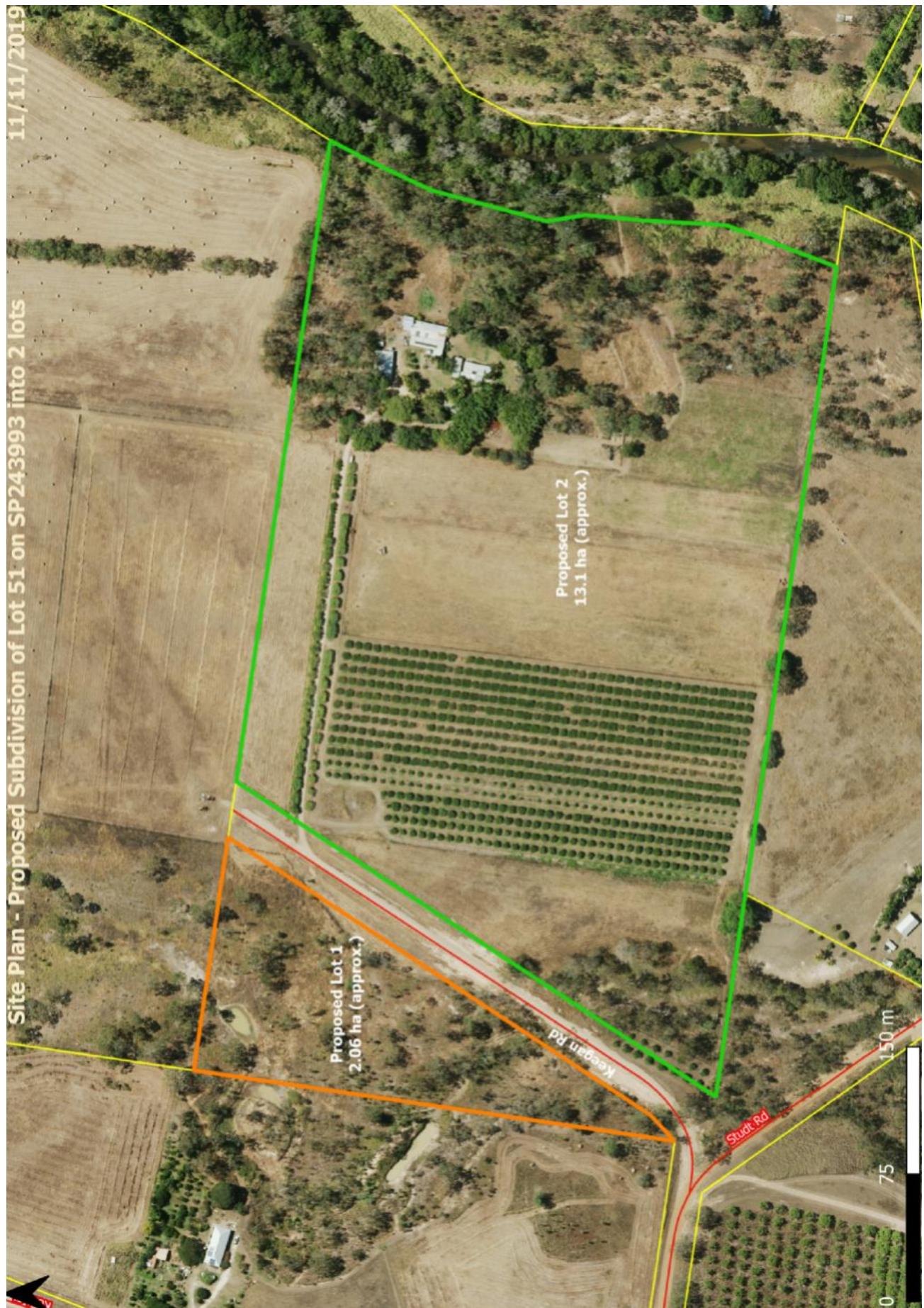
(d) resolves boundary issues where a structure is built over the boundary line of two lots.

Comment

The purpose of the reconfiguration is to separate the subject site along with the division already created by Keegan Road.

Once two lots are created, a new dwelling can be established on proposed Lot 1 and this together with the existing dwelling on proposed Lot 2 will allow each of the applicants to own their own dwelling.

Notwithstanding the obvious personal benefits, the reconfiguration does not satisfy PO6 as it fails to meet any of the criteria in (a) to (d).







**8.2 SND DEVELOPERS PTY LTD - MATERIAL CHANGE OF USE - SHORT-TERM ACCOMMODATION - REQUEST FOR PAYMENT OF INFRASTRUCTURE CHARGES IN INSTALMENTS - MCU/18/0019**

**Date Prepared:** 2 December 2019

**Author:** Senior Planner

**Attachments:**

1. Adopted Infrastructure Charges Notice MCU/18/0019
2. Jassar & Manesh letter 12 November 2019

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**EXECUTIVE SUMMARY**

An Adopted Infrastructure Charges Notice has been issued to SND Developers Pty Ltd for development being the Material Change of Use - Short-term Accommodation of land described as Lot 71 on SP136296, situated at 28 Keeble Street, Mareeba.

The applicant has written to Council requesting that the levied charges be paid in instalments.

The Planning Act 2016 provides Council with adequate authority to recover charges in the event that any instalments are not forthcoming.

**RECOMMENDATION**

That Council agree to the payment of the levied charge under Adopted Infrastructure Charges Notice MCU/18/0019 in 36 equal monthly instalments, with the first instalment to be paid to Council within 6 months of the first occupation of the approved development.

**BACKGROUND**

Council at its Ordinary Meeting on 21 November 2018 approved the application made by Freshwater Planning Pty Ltd on behalf of SND Developers Pty Ltd for the issue of a development permit for Material Change of Use - Short-term Accommodation over the land described as Lot 71 on SP136296, situated at 28 Keeble Street, Mareeba.

The approval was granted subject to conditions and the Decision Notice was issued on 21 November 2018. Concurrently, an Adopted Infrastructure Charges Notice for the development approval was issued on 21 November 2018 (**Attachment 1**).

A request to negotiate the Adopted Infrastructure Charges Notice was made by the applicants who sought to the removal of the infrastructure charges for the trunk transport and open space networks. Council denied this request at its Ordinary Meeting on 19 March 2019.

On the 12 November 2019, the applicants (Jassar & Manesh aka SND Developers Pty Ltd), wrote to Council requesting that the applicable infrastructure charges be permitted to be paid in instalments (**Attachment 2**).

It is proposed that the total \$197,660.00 charge be paid in 36 equal monthly instalments of \$5,490.56, with the initial payment to be made six (6) months after the completion of the build.

**RISK IMPLICATIONS**

Nil

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Under section 144 of the *Planning Act 2016*, a levied charge, for the purpose of its recovery, is taken to be rates of the Council.

Any outstanding charge is applied to the relevant land parcel and can ultimately be recovered through the sale of that land.

Section 144 provides Council with certainty that the charge can be recovered in the event the applicant fails to meet their commitment to pay in instalments.

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

Nil

***Operating***

Nil

**LINK TO CORPORATE PLAN**

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

**IMPLEMENTATION/COMMUNICATION**

Nil



65 Rankin Street  
PO Box 154 MAREEBA QLD 4880

P: 07 4086 4657

F: 07 4092 3323

W: [www.msc.qld.gov.au](http://www.msc.qld.gov.au)

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

21 November 2018

Council Ref: MCU/18/0019

Our Ref: BM:nj

Your Ref: F18/20

SND Developers Pty Ltd  
C/- Freshwater Planning Pty Ltd  
17 Barron View Drive  
FRESHWATER QLD 4870

Dear Applicant/s

## Adopted Infrastructure Charges Notice

### *Planning Act 2016*

I wish to advise that the attached Infrastructure Charges Notice for the above approved development has been issued by Council.

#### APPLICATION DETAILS

Application No:	MCU/18/0019
Street Address:	28 Keeble Street, Mareeba
Real Property Description:	Lot 71 on SP136296
Planning Scheme:	Mareeba Shire Council Planning Scheme 2016

#### DECISION DETAILS

Type of Decision:	Approval
Type of Approval:	Development Permit for Material Change of Use - Short-term Accommodation
Date of Decision:	21 November 2018

#### Rights of Appeal

Attached is an extract from the *Planning Act 2016* which details your appeal rights regarding the issue of this Notice.

Should you require any further information, please contact Council's **Senior Planner, Brian Millard**, on the above telephone number.

Yours faithfully

**BRIAN MILLARD**  
**SENIOR PLANNER**

Public Office: 65 Rankin Street, Mareeba QLD 4880. Postal address: PO Box 154, Mareeba QLD 4880

Document Set ID: 3474336

Version: 1 Version Date: 22/11/2018



PO Box 154  
Mareeba QLD 4880

65 Rankin Street  
Mareeba QLD 4880

## Adopted Infrastructure Charges Notice

**To:** SND Developers Pty Ltd  
**Date of Issue:** 21 November 2018  
**Application Number:** MCU/18/0019  
**Type of Approval:** Development Permit for Material Change of Use  
 - Short-term Accommodation

This infrastructure charges notice is levied by Mareeba Shire Council.

The charge levied under this infrastructure charges notice has been worked out by applying the Adopted Infrastructure Charges Resolution (No. 1) 2017 which took effect on 1 July 2017. The charge was calculated as follows:

Category	Use Charge	Unit of Measure	Charge Rate	No of Units	Amount
Proposal					
Development authorised under MCU/18/0019	Accommodation (short term)	Suite with 1-2 bed/room with no ensuite	\$6,000.00	22	\$132,000.00
		Suite with 3 or more bed	\$8,400.00	10	\$84,000.00
		Total			\$216,000.00
Credit					
Existing Lot	Residential	Per Lot	\$18,340.00	1	\$18,340.00
TOTAL					\$197,660.00

Enquiries regarding this infrastructure charges notice can be made by contacting Council's Senior Planner on (07) 4086 4657.

<b>Land to which the levied charge applies</b>	<b>Site Address</b>	28 Keeble Street, Mareeba
	<b>Real Property Description</b>	Lot 71 on SP136296

<b>Current amount of the levied charge</b>	<b>Total adopted infrastructure charge</b>	<b>\$197,660.00</b>
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<b>Automatic increase provision</b>	The amount of the levied charge will be escalated from the date of the notice to the payment date in accordance with the Adopted Infrastructure Charges Resolution No. 1 of 2017 which took effect on 1 July 2017.
<b>Payment date pursuant to section 122 of the Planning Act 2016</b>	The levied charge here applies for material change of use. As such the levied charge becomes payable when the change happens.
<b>Offset/refund</b>	Not applicable

#### Information Notice

In accordance with section 121 of the *Planning Act 2016*, the following is the information notice about the Council's decision to give this infrastructure charges notice.

A development approval has been given in relation to the land the subject of this infrastructure charges notice, for which an adopted charge applies for providing the trunk infrastructure for the development. Council is entitled to levy a charge and has decided to do so here as there will be additional demand placed upon the trunk infrastructure that will be generated by the development.

#### Planning Act 2016

##### Part 1 Appeal rights

##### 229 Appeals to tribunal or P&E Court

- (1) Schedule 1 states-
  - (a) matters that may be appealed to-
    - (i) either a tribunal or the P&E Court; or
    - (ii) only a tribunal; or
    - (iii) only the P&E Court; and
  - (b) the person-
    - (i) who may appeal a matter (the **appellant**); and
    - (ii) who is a respondent in an appeal of the matter; and
    - (iii) who is a co-respondent in an appeal of the matter; and
    - (iv) who may elect to be a co-respondent in an appeal of the matter.
- (2) An appellant may start an appeal within the appeal period.
- (3) The **appeal period** is-
  - (a) for an appeal by a building advisory agency-10 business days after a decision notice for the decision is given to the agency; or
  - (b) for an appeal against a deemed refusal-at any time after the deemed refusal happens; or
  - (c) for an appeal against a decision of the Minister, under chapter 7, part 4, to register premises or to renew the registration of premises—20 business days after a notice is published under section 269(3)(a) or (4); or
  - (d) for an appeal against an infrastructure charges notice-20 business days after the infrastructure charges notice is given to the person; or
  - (e) for an appeal about a deemed approval of a development application for which a decision notice has not been given-30 business days after the applicant gives the deemed approval notice to the assessment manager; or
  - (f) for any other appeal-20 business days after a notice of the decision for the matter, including an enforcement notice, is given to the person.

Note- See the P&E Court Act for the court's power to extend the appeal period.

- (4) Each respondent and co-respondent for an appeal may be heard in the appeal.

- (5) If an appeal is only about a referral agency's response, the assessment manager may apply to the tribunal or P&E Court to withdraw from the appeal.
- (6) To remove any doubt, it is declared that an appeal against an infrastructure charges notice must not be about-
  - (a) the adopted charge itself; or
  - (b) for a decision about an offset or refund-
    - (i) the establishment cost of trunk infrastructure identified in a LGIP; or
    - (ii) the cost of infrastructure decided using the method included in the local government's charges resolution



12 November 2019

Dear Peter / Brian,

This is in relation to Adopted Infrastructure Charges in Decision Notice MCU/18/0019.

Further to our meeting yesterday please find below proposed payment schedule for Adopted Infrastructure Charges.

Total:

- \$197,660.00

Repayments:

- \$197,660.00 to be paid in equal monthly repayments of \$5,490.56 over 36 months.
- First payment to be made 6 months after completion of the build.

I thank you for your consideration and if you need any further information, please feel free to call me anytime.

Yours truly,

Yadwinder Singh  
0488198578

**Jassar & Manesh**

33 Redden Street, Portsmith QLD 4870



**8.3 MAREEBA SHIRE COUNCIL - MATERIAL CHANGE OF USE - CLUB (LAWN BOWLS CLUBHOUSE), COMMUNITY USE (COMMUNITY HUB & LIBRARY) & FUNCTION FACILITY - LOT 201 ON SP213026 - 43 ANZAC AVENUE, MAREEBA - MCU/19/0016**

**Date Prepared:** 2 December 2019

**Author:** Senior Planner

**Attachments:**

1. Proposal Plans
2. Department of State Development, Manufacturing, Infrastructure and Planning letter 22 November 2019

#### APPLICATION DETAILS

APPLICATION		PREMISES	
<b>APPLICANT</b>	Mareeba Shire Council	<b>ADDRESS</b>	43 Anzac Avenue, Mareeba
<b>DATE LODGED</b>	29 October 2019	<b>RPD</b>	Lot 201 on SP213026
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Material Change of Use - Club (Lawn Bowls Clubhouse), Community Use (Community Hub and Library) and Function Facility		
<b>FILE NO</b>	MCU/19/0016	<b>AREA</b>	1.217 hectares
<b>LODGED BY</b>	Mareeba Shire Council	<b>OWNER</b>	Mareeba Shire Council
<b>PLANNING SCHEME</b>	Mareeba Shire Council Planning Scheme 2016		
<b>ZONE</b>	Low Density Residential zone		
<b>LEVEL OF ASSESSMENT</b>	Impact Assessment		
<b>SUBMISSIONS</b>	Nil		

#### EXECUTIVE SUMMARY

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

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

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

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

#### OFFICER'S RECOMMENDATION

1. That in relation to the following development application:

APPLICATION		PREMISES	
<b>APPLICANT</b>	Mareeba Shire Council	<b>ADDRESS</b>	43 Anzac Avenue, Mareeba
<b>DATE LODGED</b>	29 October 2019	<b>RPD</b>	Lot 201 on SP213026
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Material Change of Use - Club (Lawn Bowls Clubhouse), Community Use (Community Hub and Library) and Function Facility		

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

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

And

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

(A) **APPROVED DEVELOPMENT:** Development Permit for Material Change of Use - Club (Lawn Bowls Clubhouse), Community Use (Community Hub and Library) and Function Facility

(B) **APPROVED PLANS:**

Plan/Document Number	Plan/Document Title	Prepared by	Dated
1404-PD-A.01 A	Site & Locality Plans	Clarke and Prince Architects	16-01-2019
1404-PD-A.02 A	Existing Floor Plan	Clarke and Prince Architects	16-01-2019
1404-PD-A.04 A	Proposed Floor Plan	Clarke and Prince Architects	16-01-2019
1409-CD-A2.00.00	Site & Locality Plans	Clarke and Prince Architects	04-11-2019
1409-CD-A2.10.01	Floor Plan	Clarke and Prince Architects	04-11-2019
1409-CD-A2.40.00	Elevations	Clarke and Prince Architects	04-11-2019
1409-CD-A2.40.01	Elevations	Clarke and Prince Architects	04-11-2019
19-013-01 A	Crossing Point & Community Hub Pavement Marking Plan	Mareeba Shire Council	-

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

(a) Development assessable against the Planning Scheme

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



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

## 2. Timing of Effect

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

## 3. General

- 3.1 The development approval would not have been issued if not for the conditions requiring the construction of infrastructure 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 works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements (as amended) and to the satisfaction of Council's delegated officer.

### 3.4 Waste Management

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

Where bulk bins are used and are to be serviced on site, certification by a Registered Professional Engineer of Queensland (RPEQ) must be provided to Council prior to the issue of a building permit which demonstrates that internal access is of adequate design and construction to allow waste collection/delivery vehicles to enter and exit the site in a forward gear.

## 4. Infrastructure Services and Standards

### 4.1 Stormwater Management

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

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

#### 4.2 Car Parking/Internal Driveways/Pedestrian Linkages

The applicant/developer must ensure the development is provided with car parking, internal driveways and pedestrian linkages generally in accordance with Drawing No. 19-013-01 A.

All car parking spaces and internal driveways/vehicle manoeuvring areas must be concrete, bitumen or asphalt sealed, line marked where necessary, and appropriately drained prior to the commencement of the use, to the satisfaction of Council's delegated officer.

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

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

#### 4.3 Fencing

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

#### 4.4 Lighting

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

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

#### 4.5 Water Supply

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

Where the existing reticulated water supply does not currently service the site or is not at an adequate capacity to serve the proposed development requirements, the developer is required to extend 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 requirements in accordance with FNQROC Development Manual Standard (as amended).

#### 4.6 Sewerage Connection

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

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

#### (D) ASSESSMENT MANAGER'S ADVICE

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

- (b) Food Premises

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

- (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) A Trade Waste Permit will be required prior to the commencement of use.

- (e) Compliance with applicable codes/policies

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

- (f) Compliance with Acts and Regulations

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

(g) Environmental Protection and Biodiversity Conservation Act 1999

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

(h) Cultural Heritage

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

(E) REFFERAL AGENCY CONDITIONS

Department of State Development, Manufacturing, Infrastructure and Planning conditions dated 22 November 2019.

(F) RELEVANT PERIOD

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

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

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

- Development Permit for Building Work

(H) OTHER APPROVALS REQUIRED FROM COUNCIL

- Compliance Permit for Plumbing and Drainage Work

## THE SITE

The site is situated at 43 Anzac Avenue, Mareeba and is more particularly described as Lot 201 on SP213026. The site is irregular in shape with an area of 4,459m<sup>2</sup> and is zoned Low Density Residential under the Mareeba Shire Council Planning Scheme 2016.

The site contains approximately 100 metres of frontage to Anzac Avenue and approximately 40 metres of frontage to the Kennedy Highway. Both roads are constructed to a bitumen sealed standard. The site is accessed from Anzac Avenue only (no point of access from Kennedy Highway) through an existing large bitumen sealed car park which is line-marked to accommodate approximately 100 conventional vehicles and 4 disabled vehicles.

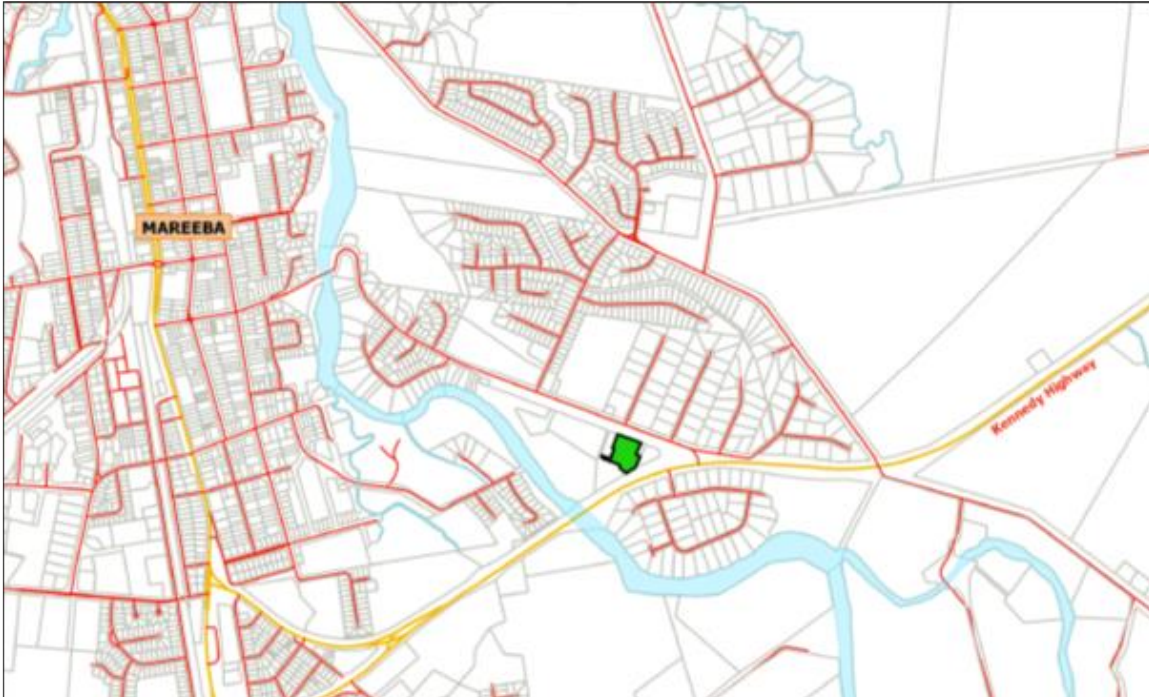
The site is improved by the existing Mareeba Lawn Bowls Club and two lawn bowls greens. The lawn bowls club building is currently used by the club as well as for large functions as it contains large open plan areas, a bar and operational commercial kitchen. All immediate adjoining lots are zoned

Low Density Residential with a dwelling house situated on the lot to the east and QT's early learning centre situated on the allotment to the west. The site is connected to all urban services including town water and sewer.



**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

On 4 August 1994, Council issued town planning consent permit C20/94 to the Mareeba Bowls Club to use the subject land for the purposes of Outdoor Recreation Area, Club House, Indoor Sports Facilities and Function Area.

## DESCRIPTION OF PROPOSED DEVELOPMENT

The development application seeks a Development Permit for Material Change of Use - Club (Lawn Bowls Clubhouse), Community Use (Community Hub and Library) and Function Facility in accordance with the plans shown in **Attachment 1**.

Mareeba Shire Council (the applicants) propose a two-stage redevelopment of the existing 'Mareeba Bowls Club' site situated at 43 Anzac Avenue, Mareeba and described as Lot 201 on SP213026.

The two-stage redevelopment will be broken up as follows:

### Stage 1

Stage 1 will involve the construction of a brand new 270m<sup>2</sup> (approx.) lawn bowls clubhouse extending off the eastern end of the existing bowls club building. The clubhouse building will include a dining area, commercial kitchen, bar and cold rooms and a rear verandah overlooking the lawn bowls greens. A small portion of the existing bowls club building will be linked to the proposed new club building via door and hallway providing toilets and administration offices for the new bowls club. A pedestrian pathway will link the new bowls club building to the existing carpark.

A shade structure is also proposed to be constructed over one of the existing lawn bowls greens.

The purpose of stage 1 is to provide a new space for the long-established lawn bowls club which will in turn free up the existing bowls club building for redevelopment into a community hub, library and functions facility (stage 2).

### Stage 2

Mareeba Shire Council (the applicant) propose to develop the former Mareeba lawn bowls club into the 'Mareeba Community Hub'. A grant from the *Local Government Grants and Subsidies Programme 19-21 (LGSSP)* has been secured to undertake the development. The hub will enable improvements to meet critical community needs.

The proposed community hub will provide community and training activities and events; outreach community services; contemporary library services; and sport and recreation. Stage 2 of the project involves the refurbishment of the existing building to co-locate library services, community, training events and recreational activities.

The Mareeba Community Hub will deliver these outcomes:

- Sustainability through centralised services, meeting current and long-term needs of literacy, early learning, healthy lifestyles and training needs, and supporting high needs community members;
- economic growth and employment;

- disaster resilience; and
- community building.

The project aligns with the aim of the LGGSP 19-21 programme as the grant will support Mareeba Shire Council to develop the hub, the shire community's highest community infrastructure priority, with very strong sustainability factors and stakeholder support. The project supports five programme objectives: strategic priorities alignment; sustainable asset management; economic growth and employment; connected communities; and disasters resilience.

Mareeba is now the largest regional centre outside of Cairns and is the service centre for the Mareeba shire and inland remote regions to the north and west. The communities it services suffer the following service deficits: limitations to health services, community programmes, and vocational training delivery; risks to the delivery of library, digital and early childhood literacy programs; risks to community partnerships that support high needs community members; and limited sport and recreation facilities. The proposal is a priority as the shire has a high level of disadvantage but is an expanding rural community, unlike comparable inland regional centres, due to Mareeba's strategic geographic advantages.

The proposed hub will support multiple functions to diverse users, including the disabled and Indigenous, and enable the community to leverage the shire's expansion opportunities. The project will contribute to liveability of the shire and the regions Mareeba services as it will provide community facilities that will enable increased and improved service delivery across the shire into remote neighbouring regions. Expanded, contemporary and future-proofed facilities will support the following: delivery of health, literacy and training services; additional community spaces for social activities, events and meetings; facilities and spaces for sport and recreation. This will contribute to improved community literacy, community inclusiveness, education and a skilled workforce; and health and wellbeing outcomes. These needs and impacts are supported by stakeholders across the community and the region. These services will respond to the disadvantages (relative to larger more urban areas) that the community faces, created by its relatively small population, its rural and remote location, the skill levels of the workforce and its age profile.

Mareeba Community Hub concept developed from grass roots identification of needs into a community services cluster working group and then to an interagency working group which included state and Commonwealth agencies (Centrelink and Queensland Department of Communities, Child safety and Disability Services), community services organisations and Council. The community's priority of a community hub was further cemented by the two-year community consultation for *the Tablelands Community Plan 2021*; the hub is the highest priority community services project in the shire.

## **REGIONAL PLAN DESIGNATION**

The subject site is included within the Urban Footprint land use category in the Far North Queensland Regional Plan 2009-2031. Mareeba is identified as a Major Regional Activity Centre in the Regional Plan. The Regional Plan Map 3- 'Areas of Ecological Significance' does not identify the site as being of any significance.

## **PLANNING SCHEME DESIGNATIONS**

Strategic Framework:	<b>Land Use Categories</b> • <i>Residential Area</i>
Zone:	Low Density Residential zone
Overlays:	Airport environs overlay Transport infrastructure overlay

### Planning Scheme Definitions

The proposed use is defined as:

<b>Column 1 Use</b>	<b>Column 2 Definition</b>	<b>Column 3 Examples include</b>	<b>Column 4 Does not include the following examples</b>
<i>Club</i>	<i>Premises used by persons associated for social, literary, political, sporting, athletic or other similar purposes for social interaction or entertainment.</i>  <i>The use may include the ancillary preparation and service of food and drink.</i>	<i>Club house, guide and scout clubs, surf lifesaving club, RSL, bowls club</i>	<i>Hotel, nightclub entertainment facility, place of worship, theatre</i>
<i>Community use</i>	<i>Premises used for providing artistic, social or cultural facilities and community support services to the public and may include the ancillary preparation and provision of food and drink.</i>	<i>Art gallery, community centre, community hall, library, museum</i>	<i>Cinema, club, hotel, nightclub entertainment facility, place of worship</i>
<i>Function facility</i>	<i>Premises used for conducting receptions or functions that may include the preparation and provision of food and liquor for consumption on site.</i>	<i>Conference centre, reception centre</i>	<i>Community use, hotel</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**

The proposed community hub will be multifunctional and will support a diverse user-group including the disabled and Indigenous and enable the community to leverage the shire's expansion opportunities. The project will contribute to the liveability of the shire and will help strengthen Mareeba's role as the shire's major regional activity centre.

The proposed community hub (library) and function area will support the following: delivery of health, literacy and training services; additional community spaces for social activities, events and meetings; facilities and spaces for sport and recreation. This will contribute to improved community literacy, community inclusiveness, education and a skilled workforce; and health and wellbeing outcomes. These needs and impacts are supported by stakeholders across the community and the region. These services will respond to the disadvantages (relative to larger more urban areas) that the community faces, created by its relatively small population, its rural and remote location, the skill levels of the workforce and its age profile.

The proposed development is not considered to be in conflict with any relevant aspect of the Planning Scheme Strategic Framework.

**Relevant Developments Codes**

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

- 6.2.6 Low density residential zone code
- 8.2.2 Airport environs overlay code
- 9.3.3 Community activities code
- 9.4.2 Landscaping code
- 9.4.3 Parking and access code
- 9.4.5 Works, services and infrastructure code

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

Relevant Codes	Comments
Low density residential zone code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Airport environs overlay code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).

Community activities code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Landscaping code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Parking and access code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Works, services and infrastructure code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).

#### **(D) Planning Scheme Policies/Infrastructure Charges Plan**

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

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

#### **(E) Adopted Infrastructure Charges Notice**

The community use and function facility aspects of this development are significant investments in community infrastructure for the wider Mareeba Shire community.

Infrastructure charges are collected by Council to fund such infrastructure.

As this development is providing built community infrastructure, a further monetary contribution for infrastructure is not recommended.

#### **REFERRAL AGENCY**

The application triggered referral to the Department of State Development, Manufacturing, Infrastructure and Planning as a Concurrence Agency (SARA - State controlled roads).

That Department advised in a letter dated 22 November 2019 that they require the conditions to be attached to any approval (**Attachment 2**).

#### **Internal Consultation**

Technical Services.

#### **PUBLIC NOTIFICATION**

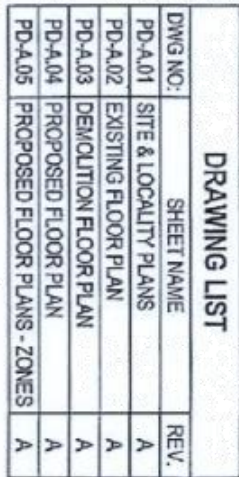
The development proposal was placed on public notification from 13 November 2019 to 5 December 2019. The applicant submitted the notice of compliance on 6 December 2019 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

No submissions were received.

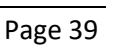
**PLANNING DISCUSSION**

Nil

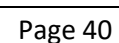




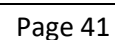




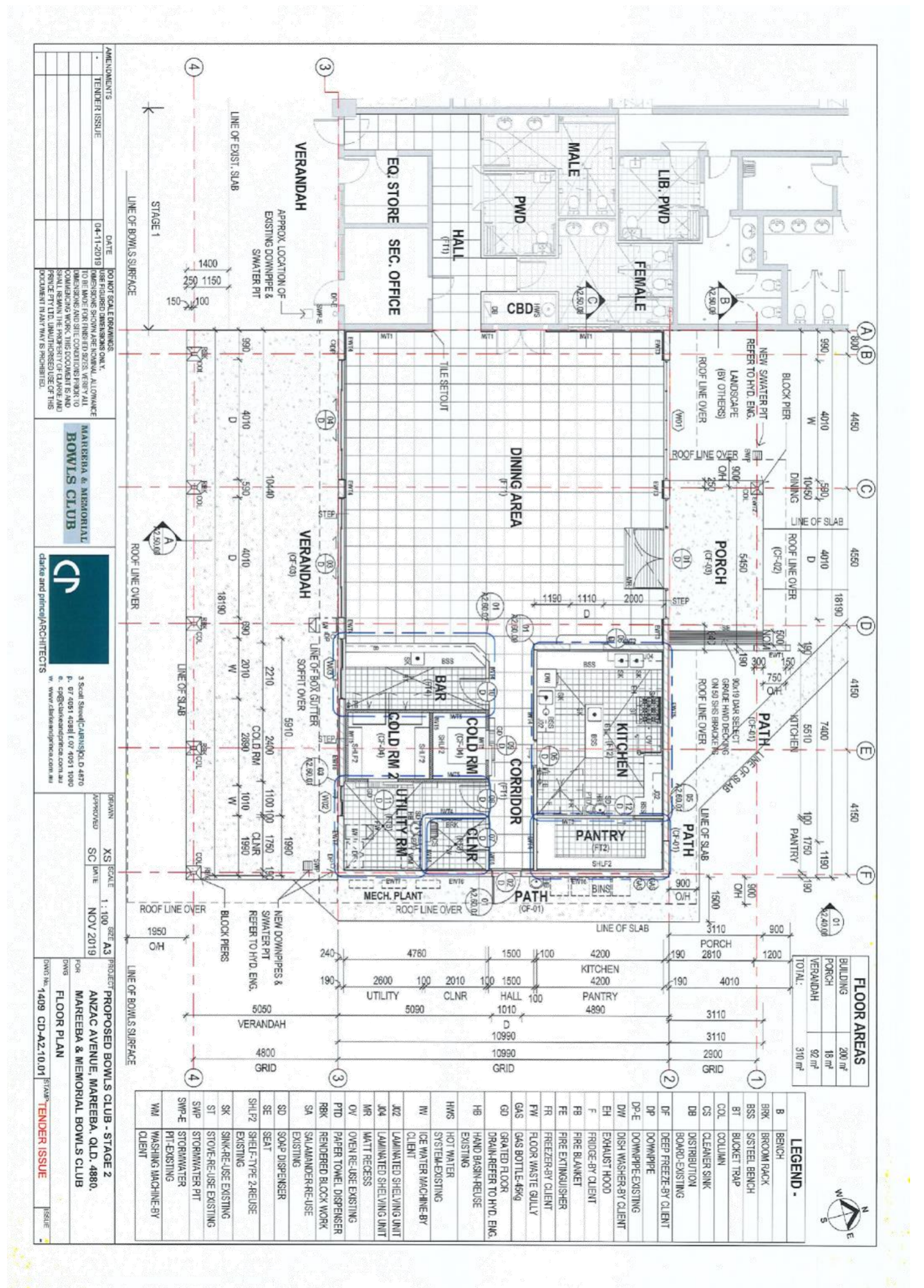




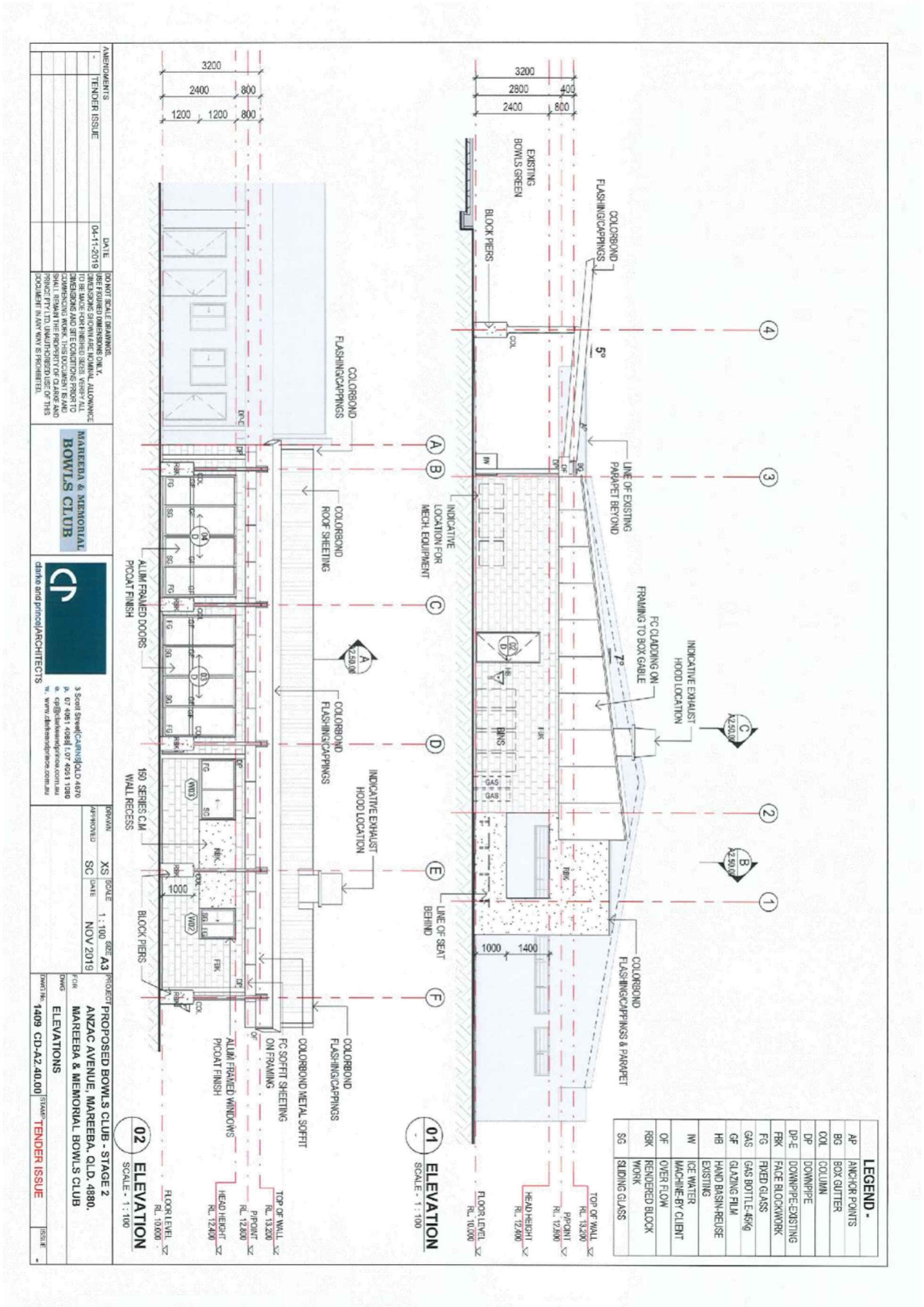




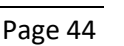




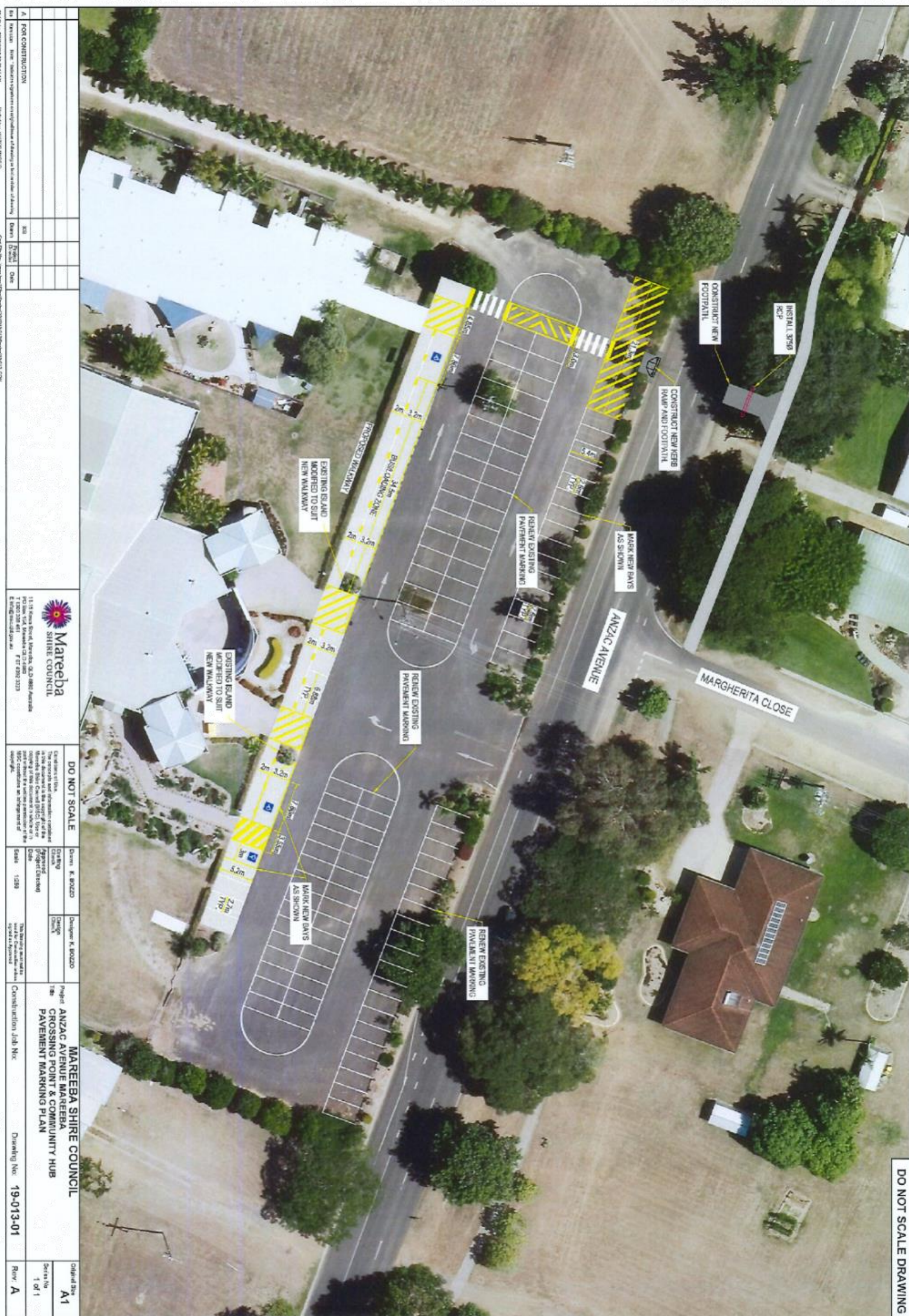
















RA6-N



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

SARA reference: 1910-13908 SRA  
Council reference: MCU/19/0016

22 November 2019

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

Attention: Carl Ewin

Dear Sir/Madam

## **SARA response—43 Anzac Avenue, Mareeba; Material Change of Use for Club (Lawn Bowls Clubhouse), Community Use (Community Hub & Library) and Function Facility**

(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 31 October 2019.

### **Response**

Outcome:	Referral agency response – with conditions.
Date of response:	22 November 2019
Conditions:	The conditions in <b>Attachment 1</b> must be attached to any development approval.
Reasons:	The reasons for the referral agency response are in <b>Attachment 2</b> .

### **Development details**

Description:	Development permit	Material Change of Use for Club (Lawn Bowls Clubhouse), Community Use (Community Hub & Library) and Function Facility
SARA role:	Referral Agency.	

Page 1 of 5

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

1910-13908 SRA

SARA trigger: **Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1**  
(Planning Regulation 2017) – Material change of use of premises  
within 25m of a State transport corridor

SARA reference: 1910-13908 SRA

Assessment Manager: Mareeba Shire Council

Street address: 43 Anzac Avenue, Mareeba

Real property description: Lot 201 on SP213026

Applicant name: Mareeba Shire Council

Applicant contact details: PO Box 154  
Mareeba QLD 4880  
carle@msc.qld.gov.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 3**.

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

For further information please contact Anthony Westbury, Planning Officer, on 0740373215 or via email CairnsSARA@dsdmip.qld.gov.au who will be pleased to assist.

Yours sincerely



Graeme Kenna  
Manager (Planning)

cc Mareeba Shire Council, carle@msc.qld.gov.au

enc Attachment 1 - Referral agency conditions  
Attachment 2 - Reasons for referral agency response  
Attachment 3 - Representations provisions

1910-13908 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)

No.	Conditions	Condition timing
<b>Material change of use</b>		
Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 – Material change of use of premises near a State transport corridor—The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of the Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):		
1.	Direct access is not permitted between the Kennedy Highway and the subject site.	At all times.

1910-13908 SRA

**Attachment 2—Reasons for referral agency response**

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

**The reasons for the department's decision are:**

- The department carried out an assessment of the proposed development and found that, if conditioned, the proposed development complies with the relevant provisions of the SDAP, State Code 1: Development in a state-controlled road environment, in that:
  - o no access to the state-controlled road is required
  - o access to the site is from Anzac Avenue, a local council road
  - o stormwater and drainage flows are to the lawful point of discharge, Anzac Avenue
  - o filling, excavation and retaining structures will not impact the state-controlled road

**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 [2.5]), as published by the department
- The Development Assessment Rules
- SARA DA Mapping system



1910-13908 SRA

### **Attachment 3—Change representation provisions**

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(page left intentionally blank – attached separately)

## Development Assessment Rules—Representations about a referral agency response

The following provisions are those set out in sections 28 and 30 of the Development Assessment Rules<sup>1</sup> regarding **representations about a referral agency response**

### Part 6: Changes to the application and referral agency responses

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#### 28 Concurrence agency changes its response or gives a late response

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

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<sup>1</sup> Pursuant to Section 68 of the *Planning Act 2016*

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

## **Part 7: Miscellaneous**

### **30 Representations about a referral agency response**

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

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



**8.4 APPLICATION TO LEASE UNALLOCATED STATE LAND DESCRIBED AS LOT 210 ON DA289 AND LOT 215 ON DA287, FASSIO ROAD, PADDYS GREEN**

**Date Prepared:** 12 November 2019

**Author:** Senior Planner

**Attachments:** 1. Department of Natural Resources, Mines and Energy email of 6 November 2019

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**EXECUTIVE SUMMARY**

An application has been made to the Department of Natural Resources, Mines and Energy (DNRME) for the inclusion of unallocated State land described as Lot 210 on DA289 and Lot 215 on DA287 within Perpetual Lease 219179.

Perpetual Lease 219179 is held by Sunwater Limited and it covers much of the operation land for the Mareeba Dimbulah Irrigation Scheme.

Lot 210 on DA289 and Lot 215 on DA287 adjoin Boyle Creek and both contain parts of a weir/water storage damming Boyle Creek.

DNRME seeks Council's views on the inclusion of both lots into the perpetual lease and whether Council has any knowledge of any local non-indigenous cultural heritage values.

**RECOMMENDATION**

That Council offer no objection to the inclusion of unallocated State land described as Lot 210 on DA289 and Lot 215 on DA287 within Perpetual Lease 219179 and advise the Department of Natural Resources, Mines and Energy that Council has no knowledge of any local non-indigenous cultural heritage values associated with the land.

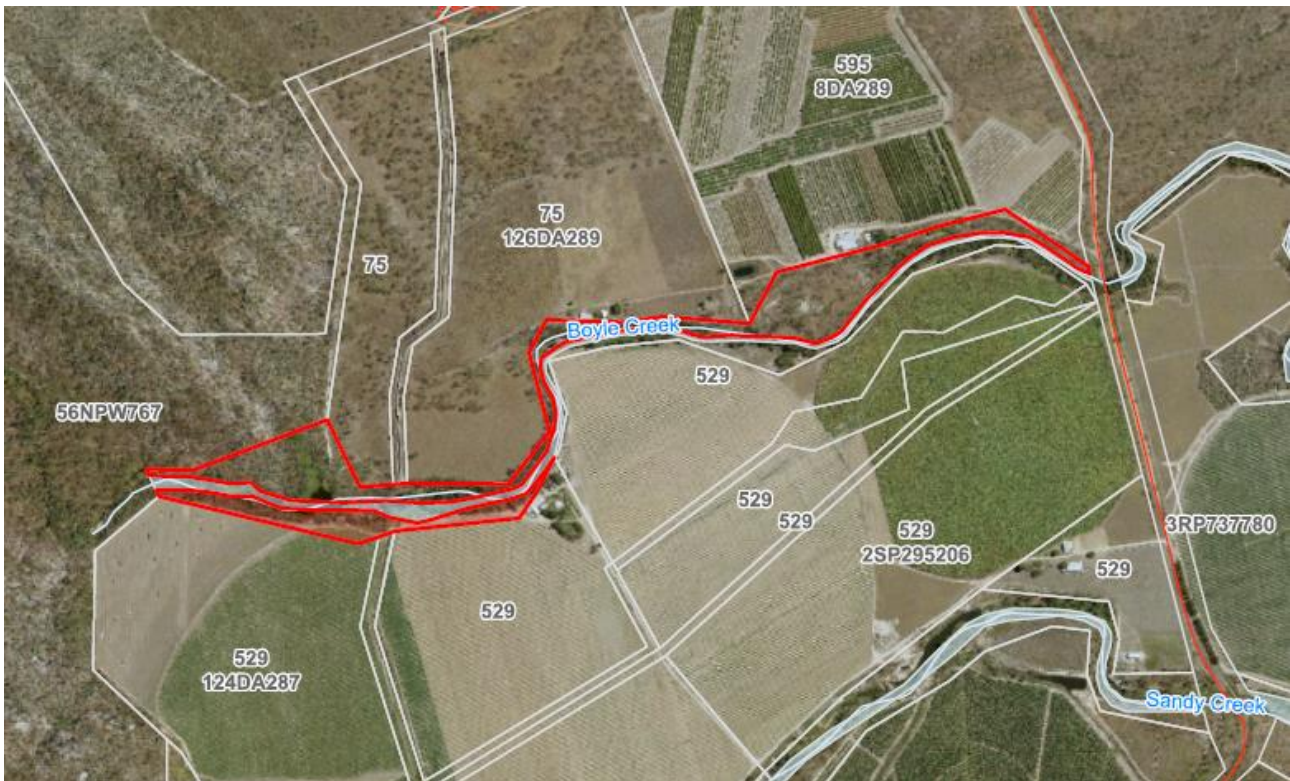
**BACKGROUND**

DNRME is currently considering an application for the inclusion of unallocated State land described as Lot 210 on DA289 and Lot 215 on DA287 within Perpetual Lease 219179 (**Attachment 1**).

Perpetual Lease 219179 is held by Sunwater Limited and it covers much of the operation land for the Mareeba Dimbulah Irrigation Scheme.

Lot 210 on DA289 and Lot 215 on DA287 adjoin Boyle Creek and both contain parts of a weir/water storage damming Boyle Creek. If the application is successful, both lots would continue to be used for irrigation water management and distribution.

Council officers have no knowledge of any local non-indigenous cultural heritage values associated with the land.



**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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**RISK IMPLICATIONS**

Nil

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

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

The continued use of the subject land for irrigation water management and distribution is accepted development.

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

**From:** SHORE Janelle  
**Sent:** Wed, 6 Nov 2019 16:45:58 +1000  
**To:** Info (Shared)  
**Subject:** Application to lease unallocated State land described as Lot 210 on DA289 and Lot 215 on DA287 for inclusion with Perpetual Lease 21917  
**Attachments:** Smartmap - L210DA289 & 215DA287 coloured.pdf

Good Afternoon

**Application to lease unallocated State land, described as Lot 210 on DA289 and Lot 215 on DA287, for inclusion in with Perpetual Lease 219179, locality of Paddys Green**

The department has received the above application. The proposed use of the land is for inclusion in with Perpetual Lease 219179 for channel purposes. The enclosed Smartmap shows the subject land and the surrounding locality.

Please advise the department of your views or requirements including any local non-indigenous cultural heritage values that the department should consider when assessing this application.

Objections to the application, and any views or requirements that may affect the future use of the land should be received **by close of business on 20 December 2019**. If you offer an objection to the application, a full explanation stating the reason for the objection should be forwarded to this Office.

If you wish to provide a response but are unable to do so before the due date, please contact the author before the due date to arrange a more suitable timeframe.

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

If you wish to discuss this matter please contact Janelle Shore, Land Administration Officer, State Land Asset Management on (07)40285624.

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

Please quote reference number 2019/004238 in any future correspondence.

Yours sincerely





**Janelle Shore**  
Land Administration Officer  
**State Land Asset Management, Land Services**  
**Service Delivery - North Region**  
Department of Natural Resources, Mines and Energy

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**P:** 07 40285624

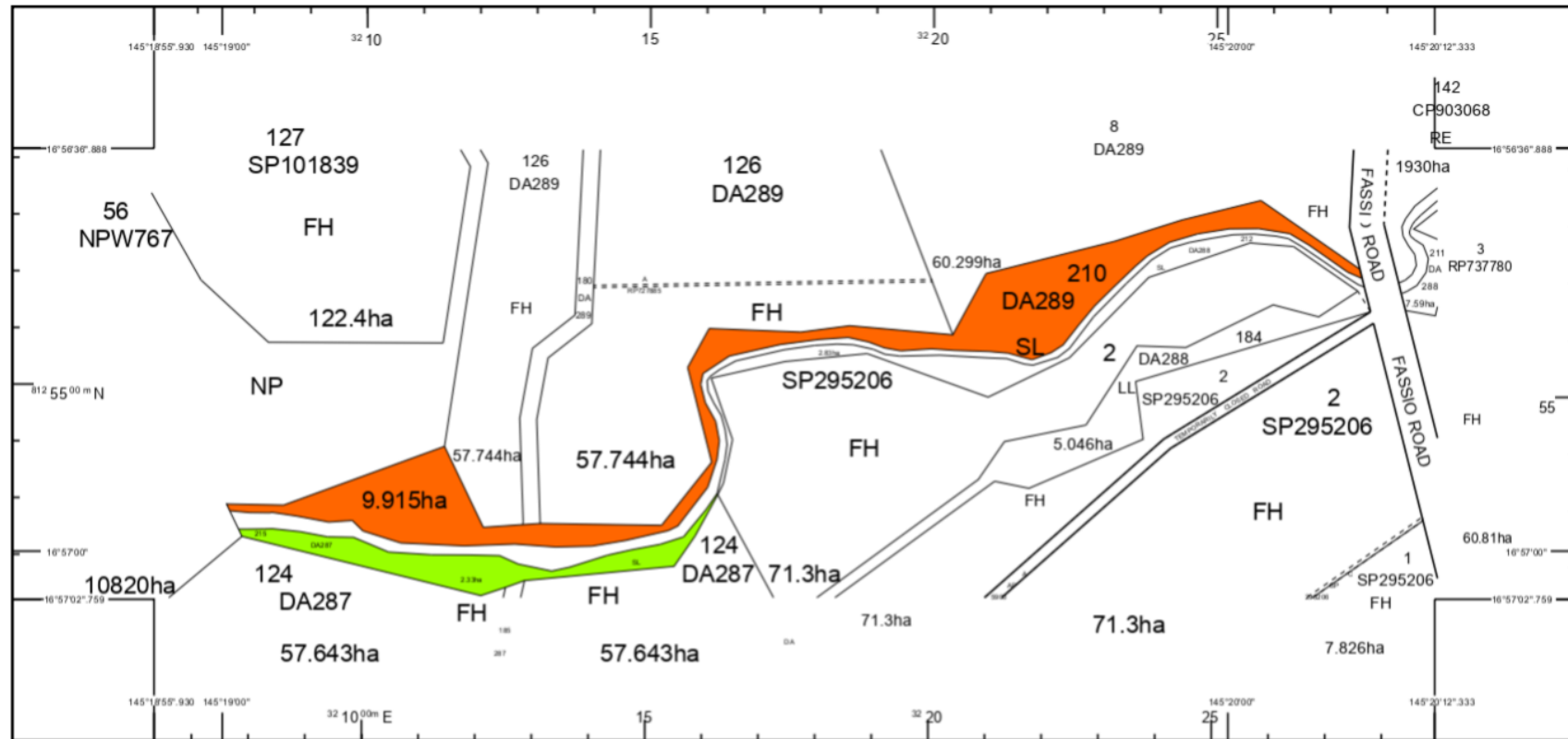
**E:** [Townsville.SLAMS@dnrme.qld.gov.au](mailto:Townsville.SLAMS@dnrme.qld.gov.au)

**A:** 25 Mabel Street, Atherton Qld 4883 | PO Box 5318, Townsville Qld 4810

**W:** [www.dnrme.qld.gov.au](http://www.dnrme.qld.gov.au)

All applications to change tenure or for use of State land administered under the Land Act are to be forwarded to the central point of lodgement. The central point of lodgement email address is [SLAMlodgement@dnrme.qld.gov.au](mailto:SLAMlodgement@dnrme.qld.gov.au). For more information, please refer to [Application forms](#) on the department's webpage.

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STANDARD MAP NUMBER  
7964-23244

MAP WINDOW POSITION &  
NEAREST LOCATION



Document Set ID: 3650718  
Version: 1 Version Date: 07/11/2019

#### SUBJECT PARCEL DESCRIPTION

DCDB	210/DA289
Lot/Plan	9.915ha
Area/Volume	STATE LAND
Tenure	MAREEBA SHIRE
Local Government	PADDYS GREEN
Locality	9165/727
Segment/Parcel	

#### CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 06/11/2019  
For additional information regarding this SmartMap see page 2.  
Shading Rules have been applied.

DCDB 05/11/2019

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**SmartMap**

An External Product of  
SmartMap Information Services



Based upon an extraction from the  
Digital Cadastral Data Base



**Queensland  
Government**  
(c) The State of Queensland,  
(Department of  
Natural Resources,  
Mines and Energy) 2019.

## **Additional Information Page**

### **Shading Rules**

-  Lot Number = 210 and Plan Number = DA289
-  Lot Number = 215 and Plan Number = DA287



**8.5 COUNCIL POLICY REVIEW**

**Date Prepared:** 21 November 2019  
**Author:** Manager Development and Governance  
**Attachments:** 1. Native Title and Cultural Heritage Policy  
2. Debt Policy 2019/20

---

**EXECUTIVE SUMMARY**

As part of the ongoing organisation-wide compliance policy review work, amended and newly created instruments along with instruments marked for repeal are presented to Council for consideration.

**RECOMMENDATION**

That Council:

1. repeal the Debt Policy 2019/20 adopted 19 June 2019; and
2. adopt the following policies:
  - a. Native Title and Cultural Heritage Policy; and
  - b. Debt Policy 2019/20

**BACKGROUND****Native Title and Cultural Heritage Policy**

To address identified project works related risk, review of Council's extant Native Title (NT) and Cultural Heritage (CH) procedures has identified a need for formulation of revised and consolidated policy instruments to provide an updated framework of reference for staff. The new policy and procedure have additionally been prepared to align with the *Aboriginal Cultural Heritage Act 2003 Duty of Care Guidelines* published by the Department of Aboriginal and Torres Strait Islander Partnerships.

**Debt Policy**

The Debt Policy (as amended) reflects changes to align with loan application requirements.

**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 any accompanying procedure and guideline instruments are to be published on Council's website for community reference with repealed instruments to be removed from publication.



## Native Title and Cultural Heritage Policy

Policy Type	Governance Policy	Version:	1.0
Responsible Officer	Manager Development and Governance	Date Approved:	18/12/2019
Review Officer:	Manager Development and Governance	Review Due:	18/12/2023
Author:	Senior Compliance Officer	Commencement:	18/12/2019

### 1. PURPOSE

To provide an overarching framework to guide conduct of any activity undertaken by Council which may hold a Native Title (NT) and/or a Cultural Heritage (CH) implication.

### 2. SCOPE

This policy applies across Council for any project and activity within the Mareeba Shire Council jurisdictional boundary.

### 3. POLICY STATEMENT

Council holds a statutory Cultural Heritage (CH) 'Duty of Care' in observing the requirement for protection of Indigenous CH and Historic CH under current State legislation.<sup>1</sup> Council additionally has in place a number of Indigenous Land Use Agreements (ILUA) that guide dealings impacting on the rights and interests of NT parties within the jurisdiction. To ensure that due diligence is applied to addressing NT and CH considerations, Council will:

- Embed a NT and CH assessment consideration into the initial concept and planning phase of all projects and activities holding a potential for works involving ground, water and/or vegetation disturbance; and
- Identify, initiate and maintain contact with Indigenous groups which may hold rights and interests in the relevant area, at the earliest phases of planning for activities and projects which may hold a potential NT and/or CH implication; and
- Ensure that relevant Council officers are appropriately qualified to make determinations on the application of NT extinguishment and non-extinguishment principles and the effect of validation of NT future acts,<sup>2</sup> CH identification, NT and CH risk assessments, site inspections and monitoring activities; and
- Conduct appropriate site assessment of NT and CH, consult relevant State NT and CH databases and any applicable ILUAs in accordance with current statutory requirements, best practice guidelines and Council's *Native Title and Cultural Heritage Procedure* as soon as is practicable after Council approval to commence any activity or project holding a potential NT and/or CH implication; and

<sup>1</sup> See *Aboriginal Cultural Heritage Act 2003* (Qld) s 23. See also *Queensland Heritage Act 1992* (Qld).

<sup>2</sup> See *Native Title Act 1993* (Cth) ss 24JA and 24JB. See also *Native Title (Queensland) Act 1993* (Qld) pt 2.

## Native Title and Cultural Heritage Policy

- Ensure records are captured detailing all activities undertaken in relation to the conduct of CH identification, NT and/or CH impact risk assessment, site inspection and ongoing project monitoring activities.

### 4. REPORTING

- No additional reporting is required.

### 5. DEFINITIONS

**Council** - means all elected representatives, officers, employees, contractors and volunteers of the Mareeba Shire Council as well as committee members and to all Council activities, including entities which Council has direct ownership, management, sponsorship or financial control.

**Indigenous Cultural Heritage** - means anything that is:

- a significant Indigenous area in Queensland; or
- a significant Indigenous object; or
- evidence, of archeological or historic significance, of Indigenous occupation of an area of Queensland.

A significant Indigenous area or object must be particularly significant to indigenous people because of either or both of the following:

- Indigenous tradition;
- The history, including contemporary history, of any Indigenous party for the area.<sup>3</sup>

**Historic Cultural Heritage** - refers to the legacy of physical science artefacts and intangible attributes of a group or society that are inherited from past generations, maintained in the present and bestowed for the benefit of future generations - encompassing archaeological artifacts, places, buildings and structures holding cultural heritage significance to the State of Queensland.<sup>4</sup>

### 6. RELATED DOCUMENTS AND REFERENCES

- *Aboriginal Cultural Heritage Act 2003 (Qld)*
- *Native Title and Cultural Heritage Procedure (MSC)*
- *Native Title Act 1993 (Cth)*
- *Native Title (Queensland) Act 1993 (Qld)*
- *Queensland Heritage Act 1992 (Qld)*

### 7. REVIEW

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

<sup>3</sup> See *Aboriginal Cultural Heritage Act 2003 (Qld)* ss 8-10. The generic term 'Indigenous' is used herein.

<sup>4</sup> See *Queensland Heritage Act 1992* s 4 sch 4 where 'cultural heritage significance' is defined. See also s 2 of the Act.



## Debt Policy 2019/20



Policy Type	Council Policy	Version:	1.1
Responsible Officer	Manager Finance	Date Approved:	18 December 2019
Review Officer:	Director Corporate and Community Services	Review Due:	17 June 2020
Author:	Manager Finance	Commencement:	18 December 2019
Document Number:		Published:	External

### 1. PURPOSE

The purpose of this policy is to ensure the sound management of Council's existing and future debt.

### 2. POLICY STATEMENT

The intent of this policy is to detail the principles upon which Council bases its decisions when considering the type of expenditure to be funded by borrowing for the financial years 2019/20 to 2027/28, the total current and projected borrowings and the ranges of periods over which they will be repaid.

### 3. PRINCIPLES

Council will not use long-term debt to finance current operations.

Long term debt is only to be used for income producing assets or those assets that can be matched to a revenue stream. Consequently, repayments for the borrowings will be funded from the revenue streams generated by the asset acquisition in question. Consideration must also be given to the long-term financial forecast before planning new borrowings.

Council will utilise long-term borrowing only for capital improvement projects that cannot be financed from existing sources.

Capital projects are to only be undertaken after a thorough process of evaluation (including whole of life costing and risk assessment), prioritisation and review.

When Council finances capital projects through borrowings it will generally pay back the loans in a term not exceeding 20 years. However, in certain circumstances, particularly assets with long useful lives, borrowings may be for a longer period whereby repayments would match the income stream of the asset in question. Existing loans will be paid back within the fixed term provided for in the loan agreement.

Council will continue to ensure repayment schedules are well within Council's operating capability so as to ensure the Community is not burdened with unnecessary risk.

Debt Policy 2019/20
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Projected Future Borrowing Predictions:

Year	Project	Term	Borrowings
2019/20	Mareeba Industrial Estate - extension of Effley to Keegan Street	20	2,165,000
2019/20	Mareeba Airport Upgrade	20	1,585,000
2020/21	-	-	-
2021/22	-	-	-
2022/23	-	-	-
2023/24	-	-	-
2024/25	-	-	-
2025/26	-	-	-
2026/27	-	-	-
2027/28	-	-	-
2028/29	-	-	-

Level of Existing Debt - As at 30 June 2019, Mareeba Shire Council's outstanding loan balance is estimated to be \$5.8M.

#### 4. SCOPE

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This policy applies to all borrowings of the Council.

#### 5. RELATED DOCUMENTS AND REFERENCES

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Section 192 Local Government Regulation 2012  
 Local Government Act 2009  
 Statutory Bodies Financial Arrangements Act 1982.

#### 6. REVIEW

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It is the responsibility of the Director Corporate and Community Services to monitor the adequacy of this policy and recommend appropriate changes. This policy will be formally reviewed every year or as required by Council.

**8.6 ACQUISITION OF THE FORMER CROATIAN COMMUNITY CENTRE DIMBULAH**

**Date Prepared:** 28 November 2019

**Author:** Manager Development and Governance

**Attachments:** Nil

---

**EXECUTIVE SUMMARY**

This report seeks approval for the payment of maintenance costs to the Public Trustee relevant to the vesting in Council of Lot 484 HG640 - 18 Hambling Street Dimbulah.

**RECOMMENDATION**

That Council approve a reimbursement of \$7,516.66 to be paid to the Public Trustee for interim property maintenance costs incurred to date, conditional upon confirmation that the property will be vested in Council as a freehold interest.

**BACKGROUND**

Following the cancellation of the incorporation of the Croatian Community Centre Dimbulah (CCCD), in March of 2016 the property of the CCCD located on Lot 484 HG640 at 18 Hambling Street Dimbulah was vested in the Public Trustee. The property is a 4,999 square metre regular shaped internal allotment in an established residential/rural location. Erected on the property is a semi-modern style, single level masonry block building with an area of approximately 214 square meters. The valuation provided by the Public Trustee valued the property at \$75,000 as of October 2017.

In May of 2019, the Public Trustee wrote to Council seeking views in having the property vested in Council for use as a community facility for the benefit of the residents and community organisations. Council responded in the affirmative via expression of interest and this submission is currently undergoing an assessment by the Office of Fair Trading.

The Public Trustee contacted Council on 12 November 2019 advising that it has exhausted all funds held for the purpose of maintaining the property and has incurred additional costs of \$7,516.66 for property maintenance. The Public Trustee seeks Council's position on reimbursing the Public Trustee's costs for interim management of the property prior to vesting Council with the property. The Public Trustee seek to make clear that Council's agreement on payment of the costs is not a consideration in the assessment of submissions for acquisition of the property.

Council's Building Compliance Officer conducted an inspection of the property on 27 November 2019 to ascertain the cost outlay required to upgrade the building to a tenable condition. The property is assessed to be in reasonable condition with a requirement for immediate expenditure of approximately \$10,000 to bring the building and grounds to a tenable state with a further short term (within 2 years) expenditure requirement of approximately \$25,000. Cost requirement for a full upgrade of the building (within 5 years) is assessed at approximately \$105,000 to bring the property up to an S4 rating in accordance with Council's current building condition assessment rating scale.

**RISK IMPLICATIONS**

Nil

**FINANCIAL AND RESOURCE IMPLICATIONS*****Operational***

The reimbursement of maintenance costs to the Public Trustee is \$7,516.66.

***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***

Operational savings will be made within the Development & Governance budget to meet the required budget.

**LINK TO CORPORATE PLAN**

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

**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**

A response to the Public Trustee will be provided to advise Council's position.

**8.7 BORZI PARK ELECTRICITY UPGRADE WORKS**

**Date Prepared:** 29 November 2019

**Author:** Manager Development and Governance

**Attachments:** 1. Electricity feed line mapping

---

**EXECUTIVE SUMMARY**

This report seeks approval for the undertaking of electricity utility works for the installation of dedicated Ergon electricity meters for each of the Band Hall, Cricket Club kiosk, Cricket Club shed and Pony Club grounds rising power stand facilities at Borzi Park Mareeba.

**RECOMMENDATION**

That Council approve the installation of electricity meters and upgrade of electricity network at Borzi Park through a competitive procurement process.

**BACKGROUND**

The Band Hall facility at Borzi Park holds only one Ergon readable electricity meter producing a single account payable by Council. A review of electricity supply infrastructure at Borzi Park has been undertaken revealing a sub-metering system configuration feeding through the Band Hall facility to supply other facilities on the same line. This means each club along the line does not have a dedicated Ergon meter.

The sub-meters located along the feed line from the Band Hall are not read by Ergon. As a result, a Council officer must read each sub-meter on or as close to the intended three-monthly billing cycle date upon which Ergon read the main meter for the Band Hall. Upon Council receipt of the Band Hall Ergon account, these sub-meter readings are then aligned with the charges appearing on the Ergon Tax Invoice for the Band Hall. Council calculates the electricity consumption for each club based upon a simple percentage use formula and subsequently invoices each club for a share of electricity consumption. Effected groups are the Mareeba Cricket Club, Mareeba and United Football Club and the Mareeba Pony Club.

To improve this situation, installation of a dedicated Ergon meter for each facility and the decommissioning of current sub-metering system is recommended. This will ensure that each facility holds its own Ergon readable meter to result in each club holding responsibility for payment of an individual Ergon account for electricity consumption.

If the works are approved by Council, the project will be subject to standard competitive procurement processes.

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

Not currently budgeted.

***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 cost will be covered through surpluses in the operating budget.

**LINK TO CORPORATE PLAN**

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

**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**

Approval of work is subject to procurement processes.





## BORZI PARK MAREEBA - IDENTIFICATION OF ELECTRICITY METERS AT VARIOUS LOCATIONS





**8.8 COUNCIL'S TRUSTEESHIP INTEREST IN THE MAREEBA WETLANDS**

**Date Prepared:** 29 November 2019

**Author:** Manager Development and Governance

**Attachments:** Nil

---

**EXECUTIVE SUMMARY**

This report seeks approval for Council to cease being a co-trustee of the Mareeba Tropical Wetland and Savannah Reserve (the Reserve) located off Pickford Road Bibbohra.

**RECOMMENDATION**

That Council ceases to be a co-trustee of Reserve TR49101163, described as Lot 142 on CP903068, Lot 3 on DA840915 and Lot 6 on SP189942, known as Mareeba Tropical Wetland and Savannah Reserve.

**BACKGROUND**

For the past 25 years, Council has held a joint co-trustee interest in the Mareeba Wetlands Reserve TR49101163 described as Lot 142 on CP903068, Lot 3 on DA840915 and Lot 6 on SP189942, which is designated as a Reserve for Environmental Purposes, Gardens and Parks purposes.

The Reserve is approximately 1993 hectares, accommodating a series of 12 constructed waterbodies. The facility was designed and constructed with funding from the Commonwealth and State under the supervision of the then State Water Resources Commission from 1994 to 1996.

The Reserve is managed for the primary purposes of conservation and environmental education with a secondary purpose of nature-based recreation to connect people to the landscape, raise awareness of the local environment and produce a revenue stream specifically for applied conservation management of the Reserve.

The other co-trustee, a voluntary not-for-profit environmental organisation, was initially established to manage the Reserve according to a model agreed to and partially funded by the State. The co-trustee has undergone name changes over the years from Mareeba Wetland Foundation, changing to the Wildlife Conservancy of Tropical Queensland Limited and currently Forever Wild.

The combination of conservation, environmental education and nature-based recreation has been successful to date and the current co-trustee Forever Wild Ltd continues to diversify, ensuring the income produced is utilised for the improvement and maintenance of the facilities and services delivered for the benefit of the Reserve land.

The Conservancy is currently working with two (2) universities and the CSIRO on a variety of research programs including wild rice and threatened species management, all conducted on the Mareeba Wetlands Reserve.

Forever Wild Ltd is continuing to review its strategic direction for the next ten (10) years to develop programs and strategies that will enhance its capability in managing the Reserve in accordance with the values and goals of the organisation. The use of the Reserve land is site specific and there is little opportunity for use by other groups for activities inconsistent with the Reserve purpose. Consequently, Forever Wild has identified the need to refocus on land and conservation management, and the potential to facilitate greater local engagement between the community and

the natural values of the Reserve. The latter will include but not be limited to activities such as community concerts at the main Conservation Centre on the shore of Clancy's Lagoon, in-depth cultural heritage mapping and protection, working with disadvantaged members of the community and supporting programs around mental and emotional health and well-being.

Forever Wild in its current oversight capacity has established itself as being capable of managing the Reserve on behalf of the community with Council's role becoming negligible.

Following consultation with Forever Wild during 2019, they have indicated their willingness to become sole trustee. This will regularise the existing situation where Forever Wild manage the Reserve with no Council input.

#### **RISK IMPLICATIONS**

Nil

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

Nil

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

##### ***Capital***

Nil

#### **LINK TO CORPORATE PLAN**

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

**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**

Council will make an application to the Department of Natural Resources Mines and Energy to revoke Council's interest.

**8.9 LOCAL LAW NO. 7 (AERODROMES) 2019****Date Prepared:** 9 December 2019**Author:** Manager Development and Governance

**Attachments:**

1. Local Law No. 7 (Aerodromes) 2019
2. State Interest Check - Department of Transport and Main Roads
3. State Interest Check - Department of Local Government, Racing and Multicultural Affairs

**EXECUTIVE SUMMARY**

On 23 October 2019, Council proposed to adopt Local Law No. 7 (Aerodromes) 2019 ("the local law"). The purpose of this report is to recommend the adoption of the proposed local law.

Local Law No.2 (Meetings) was adopted in 2008 and its contents is now dealt with by *the Local Government Act 2009* and *Local Government Regulations 2018* and Local Law No.1 (Administration) 2018.

**RECOMMENDATION**

That Council:

1. repeal Local Law No.2 (Meetings) 2008;
2. adopt Local Law No. 7 (Aerodromes) 2019 ("the Local Law"); and
3. delegate to the Chief Executive Officer the power to take all steps necessary to publish the Local Law, and to make any amendments to formatting as may be required.

**BACKGROUND**

Council has the power under section 28(1) of the *Local Government Act 2009* to make and enforce local laws that is necessary and convenient for the good rule and local government of its local government area.

- (a) *The purpose of the local law is to regulate the use and operation of aerodromes controlled by the local government.*
- (b) *The purpose is to be achieved by—*
- (c) *protecting the public against risk of injury and the community against damage; and*
- (d) *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*
- (e) *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*
- (f) *protecting the obstacle limitation surfaces (OLS) and minimising hazards to aircraft; and*
- (g) *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.*

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; and
- (d) is to be read with Local Law No.1 (Administration) 2018.

The Local Law has been drafted in accordance with legislative requirements and may be adopted.

This report also repeals Local Law No. 2 (Meetings) 2008 which has been superseded by Local Law No.1 (Administration) 2018 and provisions contained in the *Local Government Act 2009* and the Regulation.

### **Public Consultation**

Public Consultation commenced on 30 October 2019. No submissions were received during the public consultation period.

### **State Interest Check – Section 29A Local Government Act 2009**

A State interest check was conducted by Preston Law, who advises the following State departments of the proposed local law:

- Department of Transport and Main Roads
- Department of Local Government, Racing and Multicultural Affairs
- Department of Justice and Attorney-General
- Department of State Development, Manufacturing, Infrastructure and Planning
- Queensland Treasury
- Queensland Police
- Department of Agriculture and Fisheries
- Department of Environment and Science
- Department of the Premier and Cabinet

Responses were received from the Department of Transport and Main Roads on 2 December 2019, and the Department of Local Government, Racing and Multicultural Affairs on 22 November 2019, which are attached at Attachment 2 and 3.

Both responses recommended some amendments to the local to provide clarity and amend formatting errors.

Preston Law has also discussed some of the issues with each department regarding Councils powers under the Local Government Act and Local Law No.1 to issue compliance notices and enter property to seize goods without a warrant. Council has these powers in certain circumstances and therefore the local law has been amended to refer the reader to the existing heads of power regarding compliance notices, seizures and entering property.

The local law does not create any additional laws relating to a development approval in or around an airport, which is regulated under the *Planning Act 2016* and other relevant laws regarding aerodromes.

To provide clarity, amendments to form, but not content has been made to the local law. Where a provision has been deleted, the reader is referred to the powers contained in Local Law No.1, specifically in relation to compliance notices and seizures.

### **Anti-Competitive Provisions**

The 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* was adopted by Council when the local law was proposed to be adopted on 23 October 2019.

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

The relevant legislative requirements are as follows:

- (e) *Local Government Act 2009* – section 29 (local law-making process);
- (f) *Local Government Act 2009* – section 29A (State Interest Check);
- (g) *Local Government Act 2009* – section 121(1) (removal of unsound decisions);
- (h) *Local Government Act 2009* – section 38 (anti-competitive provisions);
- (i) *Local Government Act 2009* – section 257 (delegation of local government powers);
- (j) *Local Government Regulation 2012* – section 14 (local law register) – Act, s31;
- (k) *Local Government Regulation 2012* – section 15 (anti-competitive provisions and review procedures);
- (l) National Competition Policy – Guidelines for Conducting Reviews on Anti-Competitive Provisions and Local Laws – Version 1; and
- (m) 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**

When adopted the new Local Law will be published to Council's Website and distributed to the Department of Local Government Multicultural Affairs and Racing.



# **Mareeba Shire Council**

## **Local Law No. 7 (Aerodromes) 2019**

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

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## 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 laws<sup>1</sup>

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; and
- (d) is to be read with *Local Law No.1 (Administration) 2018*.

<sup>1</sup> 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 compliance notice<sup>2</sup> 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

<sup>2</sup> See *Local Law No.1 (Administration) 2018*, section 27, regarding the requirements for compliance notices.

- (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).

## 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 compliance notice<sup>3</sup> to a person who is a relevant person in relation to the aircraft, directing the person to, within the time specified in the notice, to—
  - (a) remove the aircraft from the aerodrome; or
  - (b) remove the aircraft to an area specified by the authorised person in the notice.
- (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.<sup>4</sup>
- (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.

<sup>3</sup> See *Local Law No.1 (Administration) 2018*, section 27, regarding the requirements for compliance notices.

<sup>4</sup> See *Local Law No.1 (Administration) 2018*, section 28, regarding the power to remove and cost recovery.

## **7. General use by vehicles within an aerodrome**

- (1) The local government may determine and include or notify, by means displaying a notice, 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 notice of a kind referred to in subsection (1) is displayed on an aerodrome, the 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 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 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 compliance notice<sup>5</sup> to a person who is a relevant person in relation to the vehicle, plant or equipment, directing the person, within a specified time in the notice, 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) 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 compliance notice.<sup>6</sup>

- (7) 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.

- (8) 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**

<sup>5</sup> See *Local Law No.1 (Administration) 2018*, section 27, regarding the requirements for compliance notices.

<sup>6</sup> See *Local Law No.1 (Administration) 2018*, section 28, regarding the power to remove and cost recovery.

- (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
  - (b) prescribe safety procedures for—
    - (i) the fueling 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 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 property, goods or materials from an aerodrome if the property, goods or materials are found in contravention of subsection (1)(b).<sup>7</sup>
- (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 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.

<sup>7</sup> See *Local Law No.1 (Administration) 2018*, section 28, regarding the power to remove and cost recovery.

**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 immediately 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.<sup>8</sup>

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 person<sup>9</sup>.

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

<sup>8</sup> This subsection is subject to the provisions of the *Guide, Hearing and Assistance Dogs Act 2009*.

<sup>9</sup> 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 aerodrome<sup>10</sup>, 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).

<sup>10</sup> See section 262(3)(c) of the Act.

## Part 4. Prevention of hazards to aircraft

### 15. Application of part

- (1) 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.
- (2) Advice received from the Civil Aviation Safety Authority (CASA), Airservice Australia (Airservices) and airlines will be taken into account when applying this Part.

### 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; or
  - (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
  - (f) a release of birds, for example, homing or racing pigeons, from premises situated within a 3km radius of the aerodrome; or
  - (g) 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.
- (2) The local government may give a compliance notice<sup>11</sup> 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, directing the person, within a specific time, 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

<sup>11</sup> See *Local Law No.1 (Administration) 2018*, section 27, regarding the requirements for compliance notices.

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; and
- (e) in the case of subsection (1)(f)—not release any birds from a premises 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. Local government's power to carry out work**

If a person to whom a compliance notice is given fails to comply with a compliance 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.

#### **18. 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.

#### **19. 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.

**20. 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****21. 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*.

**22. 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).  
Maximum penalty for subsection (2)—20 penalty units.
- (3) An authorised person may—
  - (a) 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); and
  - (b) for the purposes of the removal — use reasonable force.

**23. Exclusion from aerodromes**

A person who has been directed to leave an aerodrome under section 22(1) or who has been removed from an aerodrome under section 22(3) must not re-enter the aerodrome on the same day.

Maximum penalty—20 penalty units.

**24. 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 compliance notice<sup>12</sup> 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) 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 and reasonable force as is necessary, remove the aircraft as required by the direction.

**Part 6. Miscellaneous****25. 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.

**26. 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*.

**27. 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

<sup>12</sup> See *Local Law No.1 (Administration) 2018*, section 27, regarding the requirements of a compliance notice.

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.

## **28. 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;<sup>13</sup> and
- (b) the procedures to be complied with to preserve and enhance safety at an aerodrome;<sup>14</sup> and
- (c) other matters about which this local law specifically provides for the making of subordinate local laws.

## **Part 7. Repeals**

### **29. Local laws repealed**

This local law repeals *Local Law No. 2 (Meetings) 2008*.

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<sup>13</sup> See section 9(2).

<sup>14</sup> 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 *Local Law No.1 (Administration) 2018*, section 26 and 27.

**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



- (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.

**notice** means a sign, poster or other notice displayed in a prominent position at an entrance, or near the area to which the notice relates which is identified as a notice displayed pursuant to *Local Law No. 7 (Aerodromes) 2019* by the local government.

**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).

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Our ref DG37428  
Your ref Martin Wright:181226  
Enquiries Ms E Robinson

Department of  
**Transport and Main Roads**

22 NOV 2019

Mr M Wright  
Associate  
Preston Law  
PO Box 707N North Cairns Qld 4870

Via email: [mwright@prestonlaw.com.au](mailto:mwright@prestonlaw.com.au)

Dear Mr Wright

Thank you for your letter of 29 October 2019 regarding consultation of the overall State Interest for the Mareeba Shire Council's (Council) proposed *Local Law No. 7 (Aerodromes) 2019* to regulate the use and operation of Aerodromes controlled by Council.

The Department of Transport and Main Road has reviewed this Local Law and has general responses in relation to Comment Type 3 - Accountability, efficiency and effectiveness and Comment Type 4 – General comments.

If you require further information, I encourage you to contact Ms Elizabeth Robinson, Legislation Services, Department of Transport and Main Roads (Phone 3066 7058 – email: [legislation@tmr.qld.gov.au](mailto:legislation@tmr.qld.gov.au)).

Yours sincerely

**Katherine Mackenzie**  
Corporate Counsel

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ABN 39 407 690 291

State Interest Check				
Mareeba Shire Council				
Department of Transport and Main Roads				
Local Law Title and section	Comment type	Issue	Suggested action to rectify issue	Local government proposed response/actions to comments
Part 4 of Local Law No. 7 (Aerodromes) 2019	4- General comments	<p>Part 4 be amended to ensure it accurately reflects the respective roles of Council as airport operator and Commonwealth agencies in the assessment and approval of any intrusions into the Obstacle limitation surface (OLS) either on airport and off the airport.</p> <p>Airport managers are required to notify CASA if they become aware of any development or proposed construction near their airport that is likely to create an obstacle to aviation or if an object will encroach into the OLS or PANS-OPS.</p>	<p>TMR's interest in this local law is to ensure the state's air transport system can continue to function efficiently as Mareeba Airport is a strategic airport protected as a state interest under the State Planning Policy.</p> <p>Clarify the roles and responsibilities around intrusions into an OLS. For example:</p> <p>Part 4. 15. Application of part</p> <p>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. Advice received from the Civil Aviation Safety Authority (CASA), Airservices Australia (Airservices) and airlines regarding impacts on aviation safety will be taken into account.</p>	

			<p>Mareeba Airport is a strategic airport protected as a state interest under the State Planning Policy (2017) – Strategic Airports and aviation facilities.</p> <p>Further information can be found at:</p> <p>State Planning Policy (SPP)</p> <p>SPP Guideline</p> <p>SPP Interactive Mapping System</p>		
<p>Local Law No. 7 (Aerodromes) 2019</p> <p>Section 16 (Notice to remove hazard)</p>	<p>3 – Accountability, efficiency and effectiveness</p>	<p>Error in setting out of subsections and paragraphs:</p> <p>At present, the following are set out as subsections:</p> <p>"(2) a release of birds, for example, homing or racing pigeons, from premises situated within a 3km radius of the aerodrome; or</p> <p>(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."</p> <p>The above should be paragraphs, not</p>	<p>Correct the error, including any subsequent subsection numbering and cross-references to be updated.</p>		

		<p>subsections.</p> <p>In looking at subsection (4) of section 16, for example, and the cross-references therein to (non-existent) paragraphs (f) and (g) in subsection (1), it is clear that the intent was that subsections (2) and (3) be paragraphs (f) and (g) within subsection (1).</p>		
<p>Local Law No. 7 (Aerodromes) 2019</p> <p>Section 25 (Direction to move aircraft)</p>	<p>3 – Accountability, efficiency and effectiveness</p>	<p>Incomplete provision:</p> <p>Subsection (4) makes no sense in its current drafting.</p> <p>It appears the intent was to have additional words at the end of the sentence in subsection (4) that an authorised person may, with such assistance "as is necessary, remove the aircraft as directed." (or words to that effect).</p>	<p>Correct the error, completing the sentence so that the provision makes sense.</p>	



**KEY**

- **Comment Type 1 – Inconsistency with State legislation** – If the proposed local law is contrary to existing legislation or beyond the power of the local government, you should record the reasons for your opinion and provide suggestions on how the proposed local law could be amended to rectify the problem.
- **Comment Type 2 – Adverse impacts on State interests** – If the proposed local law adversely impacts on strategies being implemented by the portfolio on a state-wide or regional basis, you should record your concerns and include suggestions on how the proposed local law could be amended to rectify the problem.
- **Comment Type 3 – Accountability, efficiency and effectiveness** – Local laws must comply with fundamental legislative principles (FLP's), gender neutral language and formatting standards. If you notice incorrect citations of legislation, outdated terminology, duplication, redundancies or confusing provisions please record them.
- **Comment Type 4 – General comments** – Examples include existing reviews of legislation that may impact on the proposed local law in the future, concerns about the implementation or enforcement of the proposed local law, a desire for the local government to implement the portfolio's policies or programs or a requirement to undertake additional consultation with the public or another stakeholder.

**Department of Local Government, Racing and Multicultural Affairs**  
**State Interest Check on Draft Local Laws – Cairns Regional Council**

**Schedule**

Comment Types:-

- Inconsistency with State legislation
- Adverse impacts on State interests
- Accountability, efficiency and effectiveness of the proposed local law
- General comments

Where reference is made below to the "Guidelines", the document being referred to is that titled 'Guidelines for Drafting Local Laws' dated 4 April 2016 as published on the website of the Department of Local Government, Racing and Multicultural Affairs.

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s6(3)
Comment Type	Accountability, efficiency and effectiveness of the proposed local law
Issue	No provision is made for informing the person receiving the notice of the time allowed for compliance.
Suggested Action to Address Issue	Adopt the wording used in s5(3): "...directing the person, within a time specified in the notice, to ..."

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s7(2)
Comment Type	Accountability, efficiency and effectiveness of the proposed local law
Issue	The meaning of "duly displayed in accordance with this local law" is not clear. Signs and notices could be of any size and could be hung in at any height for example.
Suggested Action to Address Issue	Use the term "permanently displayed signs or notices" in s7(2) as was used in s7(1) and then define what this means (in terms of sign size and height above ground etc) either in the dictionary or elsewhere. The Department suggests the consistent use of the term "written notices" (to refer to notices issued to individuals and other entities) and the use of the term "permanently displayed signs or notices" (to refer to signs and notices erected for the purpose of providing information and direction generally) throughout the document.

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s7(5)
Comment Type	Accountability, efficiency and effectiveness of the proposed local law
Issue	No provision is made for informing the person receiving the notice of the time allowed for compliance.
Suggested Action to Address Issue	Adopt the wording used in s5(3): "...directing the person, within a time specified in the notice, to ..."

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s10(2)(a)(iii)
Comment Type	Accountability, efficiency and effectiveness of the proposed local law
Issue	Mention of relevant regulations is warranted.
Suggested Action to Address Issue	Change wording to "ensuring aircraft which use the aerodrome are operated in compliance with civil aviation laws and regulations and civil aviation safety laws and regulations; and"

**Department of Local Government, Racing and Multicultural Affairs**  
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**Schedule**

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s10(3)
Comment Type	Accountability, efficiency and effectiveness of the proposed local law
Issue	This subsection is proposing, amongst other things, that a penalty be imposed in the case of someone or some entity not complying with a council procedure intended to ensure that aircraft which use an aerodrome are operated in compliance with federal civil aviation/aviation safety laws (see s10(2)(a)(iii)). This would likely mean that individuals and other entities may be subject to a council-imposed penalty and a penalty imposed by federal law for the same action or inaction.
Suggested Action to Address Issue	Excise non-compliance with procedures intended to ensure that aircraft which use an aerodrome are operated in compliance with federal civil aviation/aviation safety laws from the activities which will attract a penalty under s10(3).

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s11(1)(b)
Comment Type	Accountability, efficiency and effectiveness of the proposed local law
Issue	The term "dangerous goods" is undefined. In addition, the paragraphs following suggest that all goods, not just dangerous goods, are to be excluded from the airside area.
Suggested Action to Address Issue	Delete the word "dangerous".

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s11(2)
Comment Type	Accountability, efficiency and effectiveness of the proposed local law
Issue	The authority of an authorized person to remove a person who is not complying with provisions in this local law is already provided for in s23.
Suggested Action to Address Issue	Reword s11(2) to read "An authorized person may remove property, goods or materials from an aerodrome if the property, goods or materials are found in contravention of subsection (1)(b)".  Note: A further reason for amending s11(2) is that the lead in line for the subsection is not consonant with s11(2)(b). The statement "An authorized person may remove a person, property, goods or materials from an aerodrome if ... the property, goods or materials are found in contravention of subsection (1)(b)" does not clearly convey meaning because finding materials does not necessarily identify a person for removal.

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s11(4)
Comment Type	Accountability, efficiency and effectiveness of the proposed local law
Issue	Consistency with earlier sections and adequately defining terms.
Suggested Action to Address Issue	Insert the words "permanently displayed" before the words "sign or notice" so as to allow for the use of a defined term – see comment on s7(2) above.

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s12(2)(b)
Comment Type	Accountability, efficiency and effectiveness of the proposed local law
Issue	There could be greater clarity about what the authorized person may require.
Suggested Action to Address Issue	Insert the word "immediately" before the word "leave".

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State Interest Check on Draft Local Laws – Cairns Regional Council**

**Schedule**

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s16(4)
Comment Type	Accountability, efficiency and effectiveness of the proposed local law
Issue	No provision is made for informing the person receiving the notice of the time allowed for compliance.
Suggested Action to Address Issue	Adopt the wording used in s5(3): "...directing the person, within a time specified in the notice, to ..."  The Department notes that "compliance notice" is defined in this subsection and that this term is also included in the dictionary. However, "written notice" is used elsewhere in the document where the term "compliance notice" could be used.

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s18
Comment Type	Inconsistency with State legislation
Issue	S18 of the local law in question proposes to give authorized officers the power to enter a property and remove vehicles under some circumstances. This may, in part, be in breach of State legislation – see s68 of the Guidelines which references s4(3)(e) of the Legislative Standards Act 1992 to assert that a law should only confer power to enter premises and seize property when a warrant has been obtained. See also Chapter 5, Part 2, Division 1, Subdivision 3 of the Local Government Act 2009 about the powers of authorized persons entering a property.
Suggested Action to Address Issue	Council could consider if there is a need to allow for the removal of a vehicle under this local law. Alternatively, provision could be made for an authorized person to obtain a warrant before acting to remove a vehicle.

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s23(1)
Comment Type	Accountability, efficiency and effectiveness of the proposed local law
Issue	There could be greater clarity about what the authorized person may require.
Suggested Action to Address Issue	Insert the word "immediately" before the word "leave".

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s24
Comment Type	Accountability, efficiency and effectiveness of the proposed local law
Issue	Council might consider whether those undesirable people removed from the airport under s12(4) should also be required to stay away for the remainder of the day on which they are removed.
Suggested Action to Address Issue	Consider appropriate amendment of s24.  Council may wish to review what appears to be an incorrect reference to s23(3) in s24.

Local Law and Section	Local Law No. 7 (Aerodromes) 2019
Comment Type	Accountability, efficiency and effectiveness of the proposed local law
Issue	Council might consider whether it should amend this local law to include provision for an offence for obstructing an authorized officer.
Suggested Action to Address Issue	Consider appropriate amendment of the local law through insertion of a new provision.

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**Schedule**

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s25(2)
Comment Type	Accountability, efficiency and effectiveness of the proposed local law
Issue	No provision is made for informing the owner receiving the notice of the time allowed for compliance.
Suggested Action to Address Issue	Adopt wording similar to that used in s5(3): "...directing the owner, within a time specified in the notice, to ..."

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, Dictionary, Emergency Worker definition
Comment Type	Accountability, efficiency and effectiveness of the proposed local law
Issue	Federal police may have a role in aerodrome management.
Suggested Action to Address Issue	Council could consider whether Federal Police should be accommodated in the definition for Emergency Worker.

**Courtesy Comments**

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s16
Comment	<p>Council may wish to check the labelling of subsections. What is currently identified as subsections s16(2) and s16(3) may have been meant to be labeled as s16(1)(f) and s16(1)(g). In this change is adopted, renumbering of the following subsections would be necessary.</p> <p>Council may also wish to review the wording of what is currently labelled s16(4)(e) and s16(4)(f) and the italicized line that begins with the word "Examples".</p>

Local Law and Section	Local Law No. 7 (Aerodromes) 2019, s25(4)
Comment	Council may wish to review the wording of this subsection.





**8.10 FINANCIAL STATEMENTS PERIOD ENDING 30 NOVEMBER 2019****Date Prepared: 2 December 2019****Author: Manager Finance****Attachments: 1. Budgeted Income Statement By Fund 2019/20 Budget****EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with an overview of financial matters for the period 1 July 2019 to 30 November 2019.

**RECOMMENDATION**

That Council:

1. note the financial report for the period ending 30 November 2019; and
2. utilise \$1,585,000 from the original proposed loan borrowings from the Mareeba Industrial Park Project for the Mareeba Airport Project as it is no longer required for the Mareeba Industrial Park Project.

**BACKGROUND**

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

For the period ending 30 November 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.

***November 2019 - Snapshot***

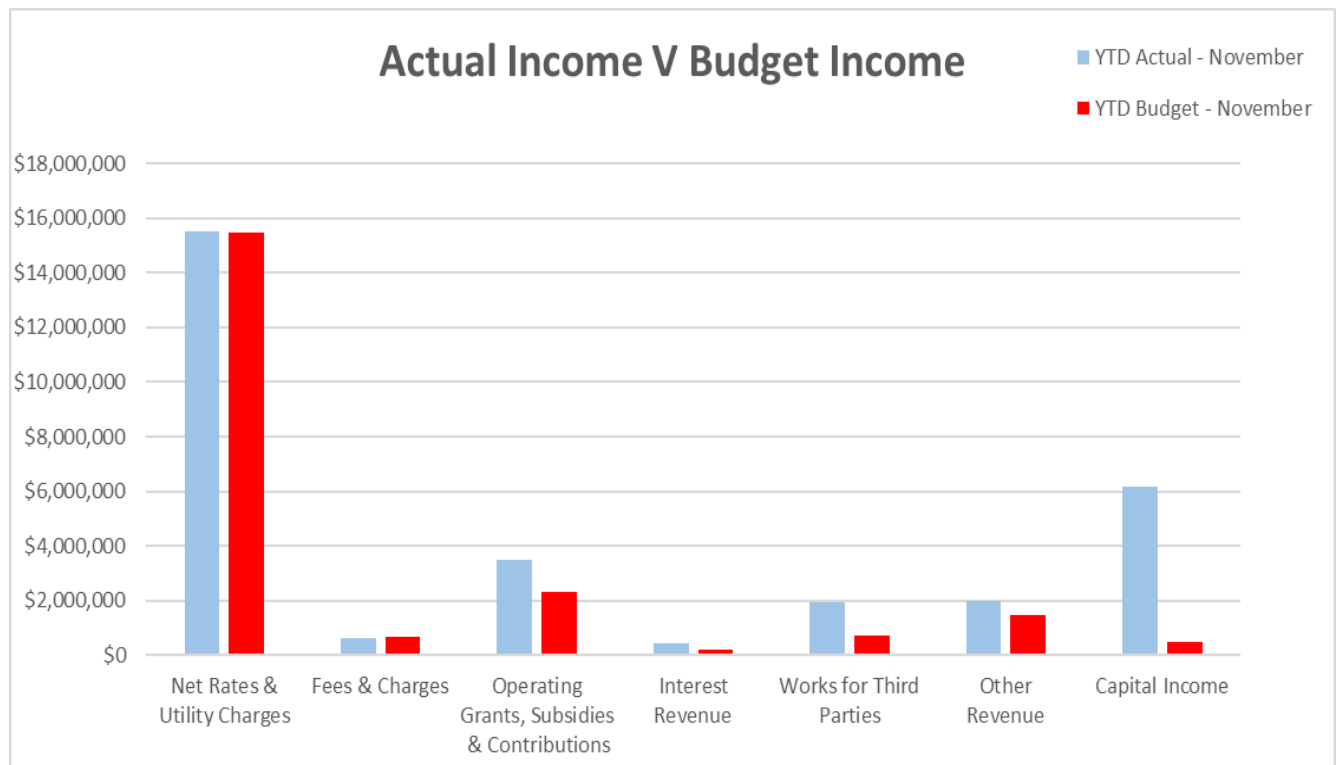
Total Operating Income	\$	23,982,965
Total Operating Expenditure	\$	22,435,533
Operating Surplus/(Deficit)	\$	1,547,432
Total Capital Income (grants, developer contributions)	\$	6,162,222
<b>Net Result - Surplus/(Deficit)</b>	<b>\$</b>	<b>7,709,654</b>

Council Officers have reviewed the operational budget and there are no major variances or issues to report. Any areas that are over budget will be compensated with savings in other areas, and Officers will continue to monitor to find savings. It is anticipated that come 30 June 2020, Council should still come in line with the anticipated budget result.

### Income Analysis

Total income (including capital income of \$6,162,222) for the period ending 30 November 2019 is \$30,145,187 compared to the YTD budget of \$21,393,477.

The graph below shows actual income against budget for the period ending 30 November 2019.



	Actual YTD	Budget YTD	Note
Net Rates & Utility Charges	15,501,734	15,467,457	
Fees & Charges	635,210	655,432	
Operating Grants, Subsidies & Contributions	3,487,339	2,327,381	<b>1</b>
Interest Received	424,165	208,545	
Works for Third Parties	1,922,983	746,250	<b>2</b>
Other Revenue	2,011,534	1,498,364	<b>3</b>
Capital Income	6,162,222	490,048	<b>4</b>

#### Notes:

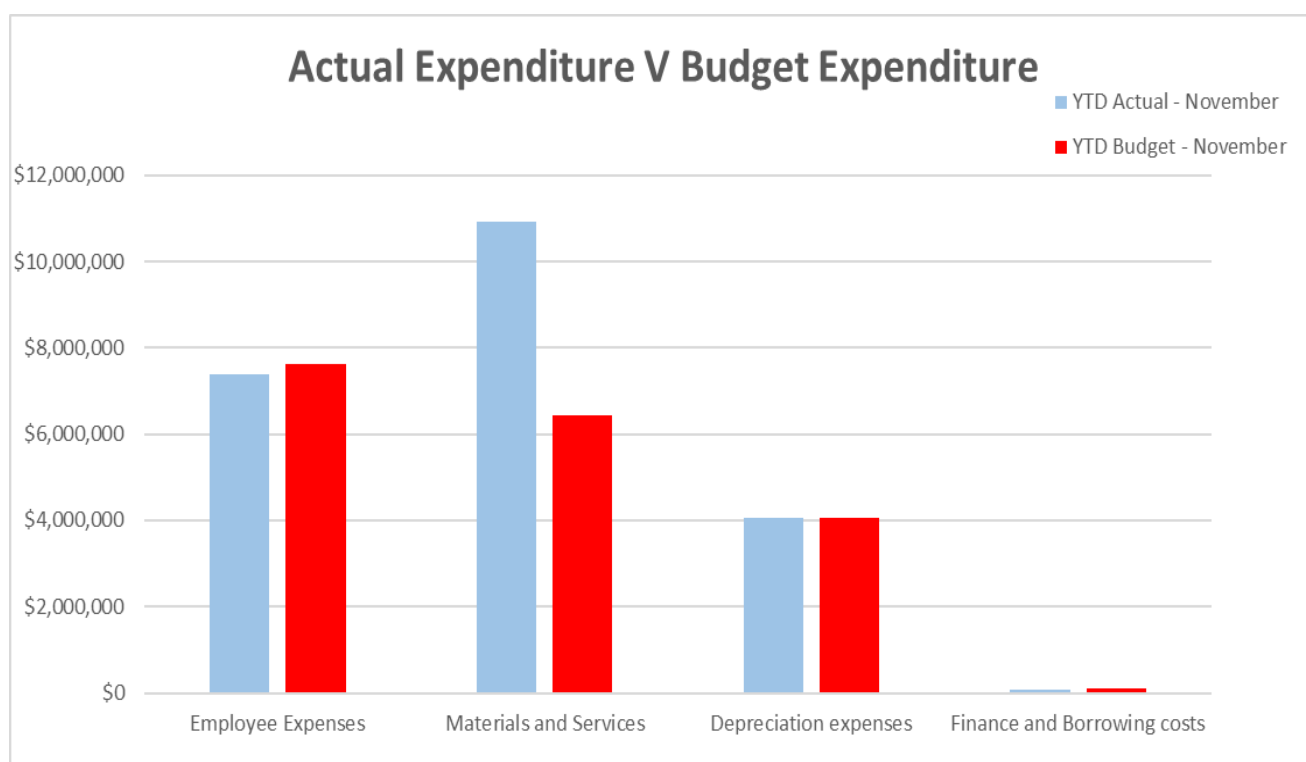
1. Favourable variance is in relation to NDRRA income received for the 2018 event (\$1.02M). This is not budgeted but will be completely offset with expenditure.
2. Favourable result due to 3<sup>rd</sup> party works which were not budgeted for. The associated costs form part of the operational expenses which were also not budgeted. The net impact of these additional works is likely to result in a small surplus.

3. Favourable variance due to the balance of payments through settlement of land sales at the Mareeba Industrial Estate (\$489k).
4. Council has received \$4.5M in capital grants (Ootann Road, Barang Street pump station, Cedric Davies Community Hub, Airport upgrade, Dimbulah Pool filtration system, Road to Recovery quarterly grant), and an additional \$87k in developer contributions which are not reflected in the budget. Donated assets of \$1.5M were recognised in the month of November, of which \$1M relates to the Mareeba Community Hub.

### Expenditure Analysis

Total expenses for the period ending 30 November 2019 is \$22,435,533 compared to the YTD budget of \$18,200,723.

The graph below shows actual expenditure against budget for the period ending 30 November 2019.



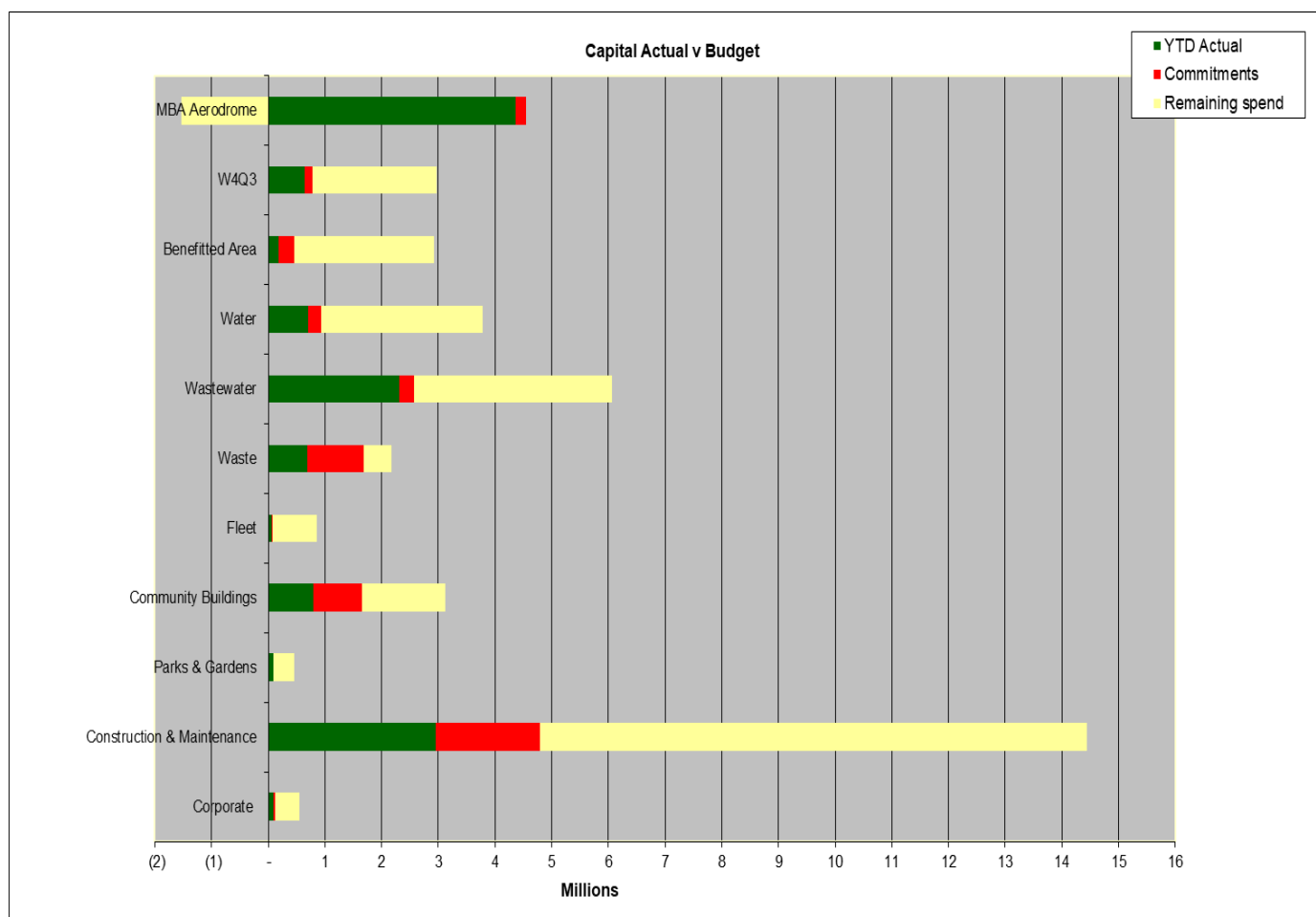
	Actual YTD	Budget YTD	Note
Employee expenses	7,373,204	7,617,072	
Materials & Services	10,919,077	6,435,245	<b>1</b>
Depreciation expenses	4,064,356	4,054,116	
Finance & Borrowing costs	78,996	94,291	

### Notes:

1. The majority of this variance relates to NDRRA expenditure and additional 3<sup>rd</sup> party works. This will be offset by additional income.

### Capital Expenditure

Total capital expenditure of \$17,689,726 (including commitments) has been spent for the period ending 30 November 2019 against the 2019/20 adjusted annual capital budget of \$40,404,497. This budget figure includes carry overs from 2018/19 of \$8,373,114 and new and additional funds required for 2019/20 capital projects of \$4,574,655. The figures have been updated as Council was successful in securing an additional \$40k in grants to be allocated 50/50 towards the Kuranda Recreation Centre refurbishment and Chillagoe Hall external refurbishment.



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. To fund the additional \$1,585,000 required to complete the project, it is recommended Council utilise the balance of the proposed loan that is now not required for the Mareeba Industrial Park (MIP) expansion project as this project will come under the anticipated budget.

Council in its budgeting process resolved to borrow \$3,750,000 to contribute towards the MIP project, however the project has been delivered well below the original estimate and Council will only require borrowings of \$2,165,000 for MIP. This means the balance of the proposed loan totalling \$1,585,000 is now available to fund the airport additional works undertaken. The total value of works for the Airport Project is \$24,585,000 of which \$23,000,000 was State and Federal Government funded.



Loan Borrowings

Council's loan balance is as follows:

QTC Loan - Mareeba Sewerage Treatment Plant                      \$4,406,331

**Rates and Sundry Debtors Analysis**Rates and Charges

The total rates and charges payable as at 30 November 2019 are \$2,141,611 which is broken down as follows:

Status	30 November 2019		30 November 2018	
	No. of properties	Amount	No. of properties	Amount
Valueless land	18	877,240	16	460,330
Payment Arrangement	239	146,850	226	121,297
Collection House	334	827,327	377	807,473
Exhausted – awaiting sale of land	9	113,518	10	104,753
Sale of Land	8	104,996	6	77,004
Other (includes current rates) *	259	71,680	210	167,324
<b>TOTAL</b>	<b>867</b>	<b>2,141,611</b>	<b>845</b>	<b>1,738,181</b>

\* Of this total, there are 185 properties with a rates balance of less than \$10.

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

Collection House collected \$228,253 for the month of November 2019.

Council Officers are currently reviewing valueless land properties and will prepare a report for the Council. The procedure will take up to 12 months to complete.

Sundry Debtors

The total outstanding for Sundry Debtors as at 30 November 2019 is \$570,344 which is made up of the following:

Current	30 days	60 days	90 + days
\$406,412	\$70,306	\$18,694	\$74,932
72 %	12%	3%	13%

**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
<b>Revenue</b>			
Rates and utility charges	16,462,978	16,464,207	32,928,414
Less Discounts and Pensioner Remissions	(961,244)	(996,750)	(1,993,500)
Net Rates and Utility Charges	15,501,734	15,467,457	30,934,914
Fees and Charges	635,210	655,432	1,245,717
Operating Grants and Subsidies	3,134,712	2,097,215	7,215,763
Operating Contributions	352,627	230,166	920,662
Interest Revenue	424,165	208,545	500,509
Works for Third Parties	1,922,983	746,250	1,791,000
Other Revenue	2,011,534	1,498,364	3,628,870
<b>Total Operating Revenue</b>	<b>23,982,965</b>	<b>20,903,429</b>	<b>46,237,435</b>
<b>Expenditure</b>			
Employee Expenses	7,373,204	7,617,072	18,329,611
Materials and Services	10,919,077	6,435,245	13,393,002
Depreciation expense	4,064,256	4,054,116	9,729,879
Finance and Borrowing costs	78,996	94,291	317,163
<b>Total Operating Expenses</b>	<b>22,435,533</b>	<b>18,200,723</b>	<b>41,769,655</b>
<b>Operating Surplus/(Deficit)</b>	<b>1,547,432</b>	<b>2,702,706</b>	<b>4,467,780</b>
<b>Capital Income</b>			
Capital Contributions	86,993	-	-
Capital Grants and Subsidies	4,527,623	490,048	10,428,798
Donated Assets	1,547,606	-	-
Profit/(Loss) on Sale of Asset		-	-
<b>Total Capital Income</b>	<b>6,162,222</b>	<b>490,048</b>	<b>10,428,798</b>
<b>Net Result</b>	<b>7,709,654</b>	<b>3,192,754</b>	<b>14,896,578</b>

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

	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2019/20 Budget</b>
<b>Revenue</b>			
Rates and utility charges	9,063,908	8,972,475	17,944,951
Less Discounts and Pensioner Remissions	(961,244)	(996,750)	(1,993,500)
Net Rates and Utility Charges	8,102,664	7,975,725	15,951,451
Fees and Charges	631,370	655,432	1,245,717
Operating Grants and Subsidies	3,132,212	2,097,215	7,215,763
Operating Contributions	2,797	-	-
Interest Revenue	208,232	120,833	290,000
Works for Third Parties	1,879,392	726,250	1,743,000
Other Revenue	1,393,097	770,614	1,860,270
<b>Total Operating Revenue</b>	<b>15,349,764</b>	<b>12,346,069</b>	<b>28,306,201</b>
<b>Expenditure</b>			
Employee Expenses	6,737,203	6,845,300	16,494,992
Materials and Services	7,200,568	2,474,411	4,407,198
Depreciation expense	2,646,936	2,702,092	6,485,022
Finance and Borrowing costs	45,385	61,250	185,000
<b>Total Operating Expenses</b>	<b>16,630,092</b>	<b>12,083,053</b>	<b>27,572,212</b>
<b>Operating Surplus/(Deficit)</b>	<b>(1,280,328)</b>	<b>263,016</b>	<b>733,989</b>
<b>Capital Income</b>			
Capital Contributions	42,517	-	-
Capital Grants and Subsidies	4,232,920	490,048	8,626,298
Donated Assets	1,547,606	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>5,823,043</b>	<b>490,048</b>	<b>8,626,298</b>
<b>Net Result</b>	<b>4,542,715</b>	<b>753,064</b>	<b>9,360,287</b>

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

**Waste**

	Actual YTD	Budget YTD	2019/20 Budget
<b>Revenue</b>			
Rates and utility charges	1,912,823	1,903,299	3,806,598
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>1,912,823</b>	<b>1,903,299</b>	<b>3,806,598</b>
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	46,289	20,833	50,000
Works for Third Parties	-	-	-
Other Revenue	516,788	695,667	1,669,600
<b>Total Operating Revenue</b>	<b>2,475,900</b>	<b>2,619,799</b>	<b>5,526,198</b>
<b>Expenditure</b>			
Employee Expenses	199,596	175,485	393,821
Materials and Services	1,668,503	1,903,318	4,365,426
Depreciation expense	142,481	85,536	205,285
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>2,010,580</b>	<b>2,191,339</b>	<b>4,964,532</b>
<b>Operating Surplus/(Deficit)</b>	<b>465,320</b>	<b>428,460</b>	<b>561,666</b>
<b>Capital Income</b>			
Capital Contributions	9,390	-	-
Capital Grants and Subsidies	54,314	-	190,000
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>63,704</b>	<b>-</b>	<b>190,000</b>
<b>Net Result</b>	<b>529,024</b>	<b>428,460</b>	<b>751,666</b>

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

**Wastewater**

	Actual YTD	Budget YTD	2019/20 Budget
<b>Revenue</b>			
Rates and utility charges	2,493,544	2,477,187	4,954,374
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>2,493,544</b>	<b>2,477,187</b>	<b>4,954,374</b>
Fees and Charges	3,840	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	71,553	35,417	85,000
Works for Third Parties	-	1,250	3,000
Other Revenue	33,628	18,750	45,000
<b>Total Operating Revenue</b>	<b>2,602,565</b>	<b>2,532,604</b>	<b>5,087,374</b>
<b>Expenditure</b>			
Employee Expenses	176,929	221,941	536,235
Materials and Services	675,645	719,667	1,635,815
Depreciation expense	662,182	617,378	1,481,708
Finance and Borrowing costs	33,611	33,041	132,163
<b>Total Operating Expenses</b>	<b>1,548,367</b>	<b>1,592,027</b>	<b>3,785,921</b>
<b>Operating Surplus/(Deficit)</b>	<b>1,054,198</b>	<b>940,576</b>	<b>1,301,453</b>
<b>Capital Income</b>			
Capital Contributions	16,286	-	-
Capital Grants and Subsidies	225,000	-	462,500
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>241,286</b>	<b>-</b>	<b>462,500</b>
<b>Net Result</b>	<b>1,295,484</b>	<b>940,576</b>	<b>1,763,953</b>



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

**Water**

	Actual YTD	Budget YTD	2019/20 Budget
<b>Revenue</b>			
Rates and utility charges	2,822,308	2,943,658	5,887,316
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	2,822,308	2,943,658	5,887,316
Fees and Charges	-	-	-
Operating Grants and Subsidies	2,500	-	-
Operating Contributions	-	-	-
Interest Revenue	50,093	10,417	25,000
Works for Third Parties	43,592	18,750	45,000
Other Revenue	37,515	13,333	32,000
<b>Total Operating Revenue</b>	<b>2,956,008</b>	<b>2,986,158</b>	<b>5,989,316</b>
<b>Expenditure</b>			
Employee Expenses	222,490	337,417	815,254
Materials and Services	1,261,227	1,173,786	2,712,759
Depreciation expense	581,831	613,289	1,471,893
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>2,065,548</b>	<b>2,124,491</b>	<b>4,999,906</b>
<b>Operating Surplus/(Deficit)</b>	<b>890,460</b>	<b>861,667</b>	<b>989,410</b>
<b>Capital Income</b>			
Capital Contributions	18,800	-	-
Capital Grants and Subsidies	15,388	-	1,150,000
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>34,188</b>	<b>-</b>	<b>1,150,000</b>
<b>Net Result</b>	<b>924,648</b>	<b>861,667</b>	<b>2,139,410</b>

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

**Benefited Area**

	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2019/20 Budget</b>
<b>Revenue</b>			
Rates and utility charges	170,395	167,588	335,175
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>170,395</b>	<b>167,588</b>	<b>335,175</b>
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	349,830	230,166	920,662
Interest Revenue	47,997	21,045	50,509
Works for Third Parties	-	-	-
Other Revenue	30,506	-	22,000
<b>Total Operating Revenue</b>	<b>598,728</b>	<b>418,799</b>	<b>1,328,346</b>
<b>Expenditure</b>			
Employee Expenses	36,986	36,929	89,309
Materials and Services	113,134	137,063	271,804
Depreciation expense	30,825	35,822	85,972
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>180,945</b>	<b>209,813</b>	<b>447,085</b>
<b>Operating Surplus/(Deficit)</b>	<b>417,783</b>	<b>208,986</b>	<b>881,261</b>
<b>Capital Income</b>			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Result</b>	<b>417,783</b>	<b>208,986</b>	<b>881,261</b>

**8.11 REGIONAL ARTS DEVELOPMENT FUND 2019/20 COMMUNITY GRANTS**

**Date Prepared:** 8 December 2019  
**Author:** Manager Community Wellbeing  
**Attachments:** Nil

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**EXECUTIVE SUMMARY**

This report presents the 2019/20 community grants recommended for funding under the Regional Arts Development Fund for Council approval.

**RECOMMENDATION**

That Council approves 11 applications outlined in this report with a total value of \$40,910 under the Regional Arts Development Fund for 2019/20.

**BACKGROUND**

The 2019/2020 RADF Community Grant Round closed 31 October 2019 after promotion across the Shire. The RADF Advisory Committee has reviewed the applications according to set assessment criteria and recommends that the following 11 projects are funded for a total of \$40,910, representing a geographic spread of groups and individuals including: Kuranda, Mareeba, Mt Molloy, Julatten and Dimbulah.

**1. Albina Niceforo - 2020 Florence International Music and Art Festival \$1,000**

Albina Niceforo has been invited to attend the 2020 Florence International Music and Arts Festival. The festival will enable Albina to participate in classical vocal technique masterclasses and provide performance opportunities and international networking opportunities to further her singing career. The RADF grant will contribute to participant fees for workshops.

**2. Buda:dja Aboriginal Development Association - Djabugay Artefact Project \$4,690**

The Buda:dja Aboriginal Development Association will conduct an audit of locally held Djabugay artefacts, develop skills to professionally handle and store cultural artefacts and develop a collection policy to guide future activity. This project will build the capacity of traditional owners to preserve their cultural heritage and enable the development of a "keeping place." The RADF grant will contribute to the costs of the museum consultant to facilitate the process.

**3. FNQ Aviation Museum - FNQ Aviation Museum Airport Murals \$7,300**

The FNQ Aviation Museum will engage two local artists (Tom Cosic and Anne-Marie Keating) to paint murals onto the exterior of the former passenger terminal, Mareeba Airport. This will provide an attractive facelift to the building, promote the museum and showcase historical aircraft from WWII and local Indigenous culture. The RADF grant will contribute to costs of the artist fees with the final design concept approved by Councillors.

The former passenger terminal is a Council owned facility that is currently occupied under an informal arrangement by the FNQ Aviation Museum. Council has previously provided in-principle support for the FNQAM's Airport Terminal Redevelopment Project, which includes the mural activity. It is recommended that FNQAM (whilst occupying the facility) will be responsible for costs associated with cleaning, maintenance and repairs within the lifetime of the artwork. Consultation is underway to determine the details of these arrangements.

#### **4. Peter McCabe - Kurandoscope (Stage2) \$2,000**

The Kurandoscope video production will explore how Kuranda has changed over time and how Kuranda residents have influenced, reacted to and experienced these changes. The video will preserve the heritage of Kuranda and serve as a community and tourism resource that will be made available to the wider community. The RADF grant will contribute to the costs of the cinematographer, audio and editing equipment hire. This project was partially funded in 2018/19 under RADF and the applicant was invited to apply in 2019/20 for stage two funding to complete the project.

#### **5. Dimbulah Community Centre - Indigenous History in Dimbulah \$3,620**

The Dimbulah Community Centre will engage local Aboriginal artist (Deon Wason) to create a mural on the amenities building in Dimbulah Memorial Park Hall. The artist will consult with elders in the development of the mural which will raise residents and visitor awareness of the cultural heritage of the Bar Barrum people. The RADF grant will contribute to the costs of artist fees, materials, interpretive material and launch with the final design concept approved by Councillors.

The amenities building is a Council owned facility therefore, Council will be responsible for costs associated with cleaning, maintenance and repairs within the lifetime of the artwork. Internal consultation is underway to determine the details of these arrangements.

#### **6. Mareeba Historic Society - Kuranda Historical Society Strategic Plan \$5,250**

The newly formed Kuranda Historical Society will develop a strategic plan which will guide the development of their management structure, policies and future activities. This will increase the capacity of the Society to build a historically significant and locally relevant collection and inform the best use of their facility. The RADF grant will contribute to the costs of a museum consultant to facilitate the process.

#### **7. Mareeba Art Society - Pen and Ink Wash Workshops \$2,710**

The Mareeba Art Society will host a two day "pen and ink wash" workshop, a traditional Chinese art technique that emphasises the "spirit" of a subject. Facilitated by an experienced artist and educator, workshop participants will develop skills working with ink and brushstroke techniques. The RADF grant will contribute to the costs of artist fees, travel, accommodation, advertising and workshops materials.

**8. Julatten and Molloy Association of Ratepayers and Residents (JAMARR) - Story-telling with Video: Production and Capacity Building \$2,800**

With funding from a previous RADF grant, JAMARR members have undertaken video interviews with local pioneering families and collected other related content for the online "StoryTree" collection of cultural heritage stories. A video editor will be engaged to compile and edit the final videos. Video editing training will also be provided to members to enable sustainability of the project into the future. The RADF grant will contribute to the costs of video editor fees, software expenses and administration.

**9. Mareeba Community Housing Company - Strong and Deadly Young Women Workshops \$2,040**

Mareeba Community Housing Company will engage an experienced art therapist to run a three-week visual art program for young Indigenous women. The workshops are designed to allow women to explore life challenges and relationships whilst encouraging connection to their heritage and culture. Participants will share their artwork and journey at the Strong Women's Day in May 2020. The RADF grant will contribute to the art therapist fees, materials and travel expenses.

**10. PCYC Mareeba - Empowering Youth with Art \$5,000**

PCYC will engage at-risk youth in a school holiday arts program during December 2019 and January 2020 to create a colourful mural that reflects their cultural identity. Youth will work with an adult family member, professional artist and youth workers to design and create the mural reflecting as well as engaging in cultural yarning, sharing of life stories and development of life skills. The project will provide positive activities for youth, reducing anti-social behaviours and encourage a sense of pride in their community. Potential sites for the mural are:

- Firth Park Cricket Club canteen; or the
- Furious Fitness wall in the alleyway off Byrnes Street to the PCYC Hall.

**11. Mareeba CBD Public Mural Partnership Project \$4,500**

Council officers will work with businesses in the Mareeba CBD and the Mareeba Chamber of Commerce to develop a quality mural produced by a commercial artist at a suitable site in the Mareeba CBD which reflects the Sunny Savannah theme. Factors considered in site selection will include public visibility, town beautification, economic impact, improving community safety and community partnerships. The RADF grant will contribute to artist fees.

**RISK IMPLICATIONS****Infrastructure and Assets**

Procedures are in place regarding responsibilities for whole of life maintenance and end of life removal of public art.

**Political and Reputational**

Councillors endorse final designs for public art produced by professional artists. Public art completed through community participation projects will be identified.

**Legal and Compliance.**

RADF program procedures meet legal and compliance requirements.

**Health and Safety**

RADF program procedures cover health and safety issues for funded projects.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Nil

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

Nil

***Operating***

Community grant funds are included in 2019/20 RADF budget.

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

Yes

**LINK TO CORPORATE PLAN**

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

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

**IMPLEMENTATION/COMMUNICATION**

Applicants will be notified of the outcome after 18 December 2019.

Public promotion of the outcomes of the RADF community grants program will commence after 18 December 2019.



**8.12 MAREEBA VISITOR SURVEY REPORT**

**Date Prepared:** 8 December 2019

**Author:** Manager Community Wellbeing

**Attachments:** 1. Mareeba Visitor Survey 2019 Report  
2. Mareeba Visitor Survey 2019 Report Snapshot

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**EXECUTIVE SUMMARY**

This report presents the results of the Mareeba Visitor Survey 2019 for Council's information.

**RECOMMENDATION**

That Council receive and note the Mareeba Visitor Survey 2019 Report.

**BACKGROUND**

The Mareeba Visitor Survey project was a collaboration between the Mareeba Shire Council, Mareeba Chamber of Commerce and the Mareeba Heritage Centre Inc. The aim of the project was to better understand the visitor experience in Mareeba and the impact of visitors on the local economy. A cross-sectional survey of visitors to Mareeba was conducted in July and August 2019, during the peak tourist season. A total of 431 questionnaires were returned.

A report with the full results is attached along with a one-page snapshot of the survey findings.

Of note is that when survey respondents were asked if they had any further comments about their visit to Mareeba, 92% of the comments were positive, with visitors very complimentary of the friendly community atmosphere, amenities, customer service, accommodation and attractions.

**RISK IMPLICATIONS**

Nil

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Nil

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

Nil

***Operating***

Council contributed \$2,000 for the analysis of the survey data.

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

Yes

**LINK TO CORPORATE PLAN**

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

**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**

The report will be made available to project partners, businesses and the general public via press release and access on project partner websites.

# MAREEBA

## VISITOR SURVEY 2019



## Mareeba Visitor Survey

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### Acknowledgements

The Mareeba Visitor Survey would not have been possible without the involvement of several individuals and groups and their input and assistance is gratefully acknowledged:

- Each and every one of the 431 visitors who took the time and effort to complete a survey.
- Mareeba Visitor Information Centre volunteers, Mareeba Chamber of Commerce volunteers and Mareeba Xmas in July coordinators in assisting with the collection of data.
- The invaluable assistance of the Mareeba businesses which distributed and returned questionnaires.
- Compass Research for assistance with questionnaire design and for conducting the data analysis.
- Financial and/or inkind assistance from Mareeba Shire Council, Mareeba Chamber of Commerce and Mareeba Heritage Centre Inc.

## Mareeba Visitor Survey Snapshot

### Mareeba Tourism



Tourism is having an increasingly positive impact on the Mareeba economy with tourism and hospitality sales in the Mareeba Shire increasing by 8% from 2013 to 2018 (economy.id.com), indicating there is potential to increase visitor numbers and visitor spend. It is important then, to better understand the visitor experience, needs and expectations, as well as the impact visitors are having on the local economy.

A survey of 431 visitors to Mareeba was conducted in July and August 2019 by Mareeba Shire Council, Mareeba Chamber of Commerce and the Mareeba Heritage Centre Inc. The findings are intended to inform planning and promotions, destination development, raise awareness of the contribution of tourism to the local economy, and assist local businesses cater to the needs of visitors.

### The Mareeba Visitor



*The survey found that visitors were most likely to be self-drive (91%) and repeat recreational holiday makers from NSW, VIC and other Qld areas travelling with another adult in their own campervan, caravan or camper trailer, with a median length of stay of six nights. They primarily use personal knowledge, word of mouth, online and print information to plan their trip and after arrival, rely on Visitor Information Services, print, online and personal knowledge and word of mouth for information to plan their stay.*

### Visitor Spend



*Visitors staying at least one night (74%), spend an average of \$641 per person primarily on food and drink, accommodation, mechanical and petrol, café and restaurants.*

*Visitors passing through with no overnight stays, spend an average of \$56 per person primarily on cafés and restaurants, food and drink, gifts and souvenirs, attractions and tours.*

### Positive Visitor Experiences



*When asked to comment on their visit to Mareeba, nearly all responses were positive (92%), with visitors very complimentary of the friendly community atmosphere, amenities, customer service, accommodation and attractions.*

### Top Five Attractions



*During their trip to Mareeba, visitors went to an average of 3 attractions. The top five attractions visited were: Mareeba Heritage Centre, Coffee Works, Golden Drop Winery, Jacques Coffee Plantation and Emerald Creek Ice Creamery.*

## 1.0 Executive Summary

### 1.1 Introduction

This project was a collaboration between the Mareeba Shire Council, Mareeba Chamber of Commerce and the Mareeba Heritage Centre Inc. The aim of the project was to better understand the visitor experience in Mareeba and the impact of visitors on the local economy. A cross-sectional survey of visitors to Mareeba was conducted in July and August 2019, during the peak tourist season. A total of 431 questionnaires were returned.

### 1.2 Key Findings

- *Survey responses were received from 431 visitors to Mareeba.*
- *78% of respondents were visiting Mareeba for holiday and recreation purposes.*
- *91% of respondents were self-drive visitors to Mareeba.*
- *47% of respondents were visiting Mareeba for the first time and 53% were repeat visitors. The average number of previous visits was three.*
- *Only 4% were visitors from the local region, 22% from other Queensland areas, 64% from interstate, 7% overseas and 3% no fixed address.*
- *The majority of visitors stayed at least one night (74%) with 26% passing through.*
- *Of those staying overnight, there was a large range in length of stay from one night up to two years. The median (half above half below) length of stay was six nights. The average length of stay was approximately 18 nights due to a few respondents staying extended periods up to two years.*
- *Of all visitors to Mareeba, 27% travelled in their own motorhomes or car (27%) or their own car and with a caravan or camper trailer (18%).*
- *Of visitors staying overnight, the most common form of transport was their own motorhome (34%). Whilst amongst those passing through, the most common form of transport was hire car only (40%).*
- *The most common sources of information used to plan the visit before arriving in Mareeba were: family and friends (36%), personal knowledge (31%), online (29%), print sources (28%), Visitor Information Centres (17%) and travel club (12%).*
- *The most common information source used to plan the visit after arriving was Visitor Information Centre (22%), print (15%), family and friends (12%).*
- *74% of visitors were in a travel party of 2 adults and only 10% of respondents were travelling with children.*
- *The average spend per travel party was \$1,104 or \$471 per person over the length of their visit to Mareeba. The average spend amongst those passing through was \$154 per travel party or \$56 per person. The average spend amongst those staying at least one night was \$1,415 per travel party or \$641 per person (average travel party 2.15 adults).*



- Overall visitors spent most money on food and drink (21%), accommodation (19%), mechanical and petrol (15%), and cafes and restaurants (11%). However, visitors passing through spent most money on cafes and restaurants (24%), food and drink (21%), gifts and souvenirs (18%), attractions and tours (13%).
- There was a tendency for the patterns of awareness of various attractions to be similar to visitation patterns. The top five attractions visited were: Mareeba Heritage Museum, Coffee Works, Golden Drop Winery, Jacques Coffee Plantation and Emerald Creek Ice Creamery.
- During their trip to Mareeba, respondents visited an average of approximately 3 attractions.
- There was a diversity of responses when visitors were asked what would entice them to stay longer or return to Mareeba. The most common responses were "more time" (11%) and "perfect/nothing else" (11%), weather / climate (9%) and "so much to do / need to return" (7%).
- When asked for further comments about their visit to Mareeba, the majority of responses were positive (92%). In particular, visitors commented that they "enjoyed the pleasant community" (26%), found the Mareeba Heritage Centre, Café and VIC very informative with helpful and friendly staff (17%) and the "people and businesses were friendly and welcoming and provided good customer service" (13%). Overall visitors were very complimentary of the friendly community atmosphere, amenities, accommodation and attractions.

## 2.0 Mareeba Tourism

With a population of 8,184, Mareeba has grown to be the largest town outside of Cairns in the Far North Queensland region (ABS Regional Population Growth Australia 2019). The Mareeba district is the fertile food bowl of the tropics, with natural assets and attractions that particularly attract independent travellers, working holiday makers, 'Grey Nomads' and day-trippers.

At the cross roads of multiple tourism routes, the Savannah Way and Great Inland Way, Mareeba is the gateway to and from multiple destinations such as Kuranda, Port Douglas, Cairns, the Gulf of Carpentaria and Cape York Peninsula. Consequently, Mareeba also functions as a service centre for visitors passing through the town on their way to other destinations.

While agricultural production drives the Mareeba economy, tourism is having an increasingly positive impact. Total tourism and hospitality sales in the Mareeba Shire increased by 8% over five years from June 2013 to June 2018 and the Shire's total tourism and hospitality sales were \$70.2 million and the total value added was \$38.6 million in 2017/18 (economy.id.com). With Mareeba as the Shire's major service centre, the increase in tourism related sales is benefitting many types of Mareeba businesses, not only those directly involved in the tourism industry.

It is important then, to better understand the visitor experience, needs and expectations, as well as the impact visitors are having on the local economy.

## 3.0 Project Aims and Objectives

This project was a collaboration between the Mareeba Shire Council, Mareeba Chamber of Commerce and the Mareeba Heritage Centre Inc. The aim of the project was to gather base-line data regarding the visitor experience in Mareeba and the impact of visitors on the local economy.

The survey findings will inform grant applications for tourism related funding, tourism promotion and destination development, and planning for post-arrival visitor services. The findings will raise awareness of the contribution of tourism to the local economy and assist local operators cater to the needs of visitors.

## 4.0 Project Methodology

A cross-sectional survey of visitors to Mareeba was conducted in July and August 2019, during the peak tourist season and which coincided with multiple major events and festivals. The survey was designed by the Project Group to elicit information about visitor characteristics, how they plan their trip, what they do in Mareeba and their experiences.

Hard copies of a questionnaire consisting of 10 closed and 2 open questions for self-completion were distributed at multiple locations frequented by visitors: approximately 25 local businesses (40% of responses), the Mareeba Heritage Museum and Visitor Information Centre (49% of responses), the Mareeba Xmas in July event (11% of responses). An online version was also made available to visitors to the MHM&VIC during July 2019.

A total of 431 questionnaires were returned and due to the distribution method, it was not possible to calculate a response rate. Compass Research was engaged by the Project Group to provide feedback on the survey questions and to conduct the data analysis.

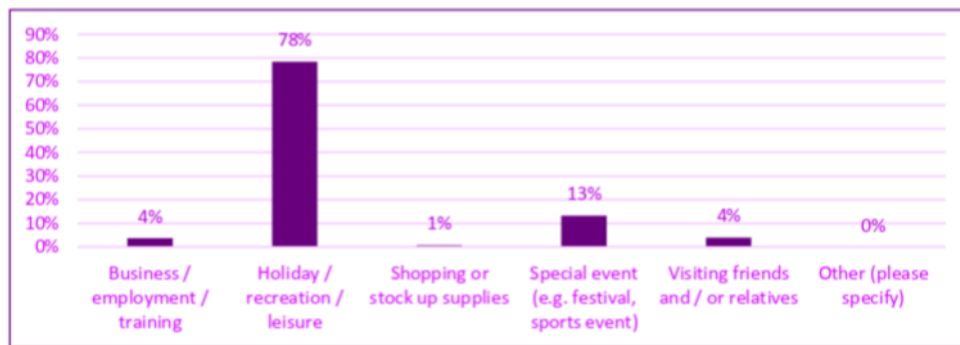
## 5.0 Survey Results

### 5.1 What is the main purpose of your visit to Mareeba?

The most common purpose for visiting Mareeba was for a holiday and recreation (78%).

**Table 1: Main purpose of your visit to Mareeba**

	No.	% of Respondents
Business / employment / training	16	4%
Holiday / recreation / leisure	337	78%
Shopping or stock up supplies	3	1%
Special event (e.g. festival, sports event)	57	13%
Visiting friends and / or relatives	17	4%
Other (please specify)	1	0%
<b>Total</b>	<b>431</b>	<b>100%</b>

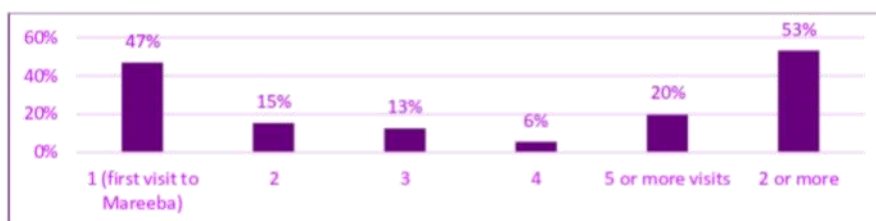


## 5.2 How many times have you visited Mareeba?

47% of respondents were visiting for the first time and 53% had visited 2 or more times. The average number of previous visits was over 3.5.

**Table 2: Number of times visited Mareeba**

	No.	% of Respondents
1 (first visit to Mareeba)	202	47%
2	66	15%
3	54	13%
4	24	6%
5 or more visits	85	20%
<b>2 or more</b>	<b>229</b>	<b>53%</b>
<b>Total</b>	<b>431</b>	<b>100%</b>

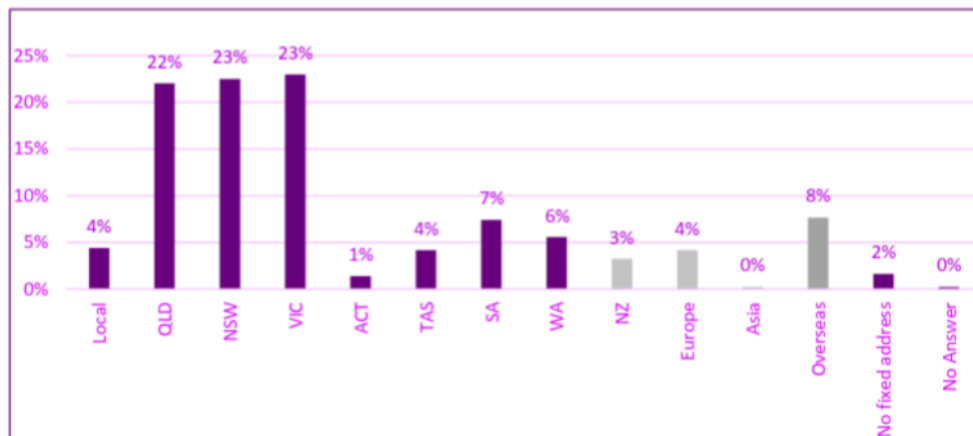


### 5.3 Where is your usual place of residence?

68% of respondents were residents of NSW (23%), Victoria (23%) and other Queensland areas (22%). Respondents residing in areas North of Ingham and East of Normanton were considered to be "local" and this accounted for 4% of respondents. Some 18% were from other states and territories of Australia and 8% were from overseas.

**Table 3: Usual place of residence**

	No.	% of respondents
Local	19	4%
QLD	95	22%
NSW	97	23%
VIC	99	23%
ACT	6	1%
TAS	18	4%
SA	32	7%
WA	24	6%
NZ	14	3%
Europe	18	4%
Asia	1	0%
No fixed address	7	2%
No Answer	1	0%
<b>Total</b>	<b>431</b>	<b>100%</b>

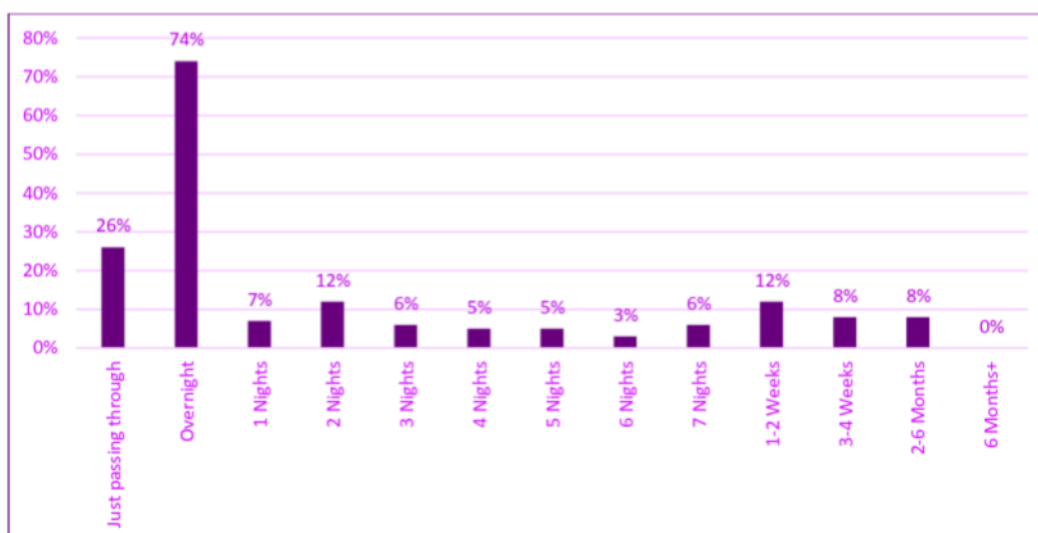


#### 5.4 How long will you stay in Mareeba on this trip?

74% of respondents stayed at least one night in Mareeba and 26% were just passing through Mareeba for the day. There was a large range in the length of stay amongst all visitors with some staying up to two years. The median length of stay amongst all visitors (including those just passing through) was three nights. The median is the midpoint of all reported values (half of the responses above and half below) and is used for summarizing data that is not evenly distributed, for example, when there is a small number of extreme responses. The median length of stay amongst those staying at least one night was 6 nights. The average length of stay amongst those staying at least one night was 18 nights. This was due to a relatively small number staying for extended periods of up to two years.

**Table 4: Length of Stay in Mareeba**

	No.	% of Respondents
Just passing through	113	26%
1 Nights	31	7%
2 Nights	50	12%
3 Nights	28	6%
4 Nights	21	5%
5 Nights	23	5%
6 Nights	15	3%
7 Nights	28	6%
1-2 Weeks	53	12%
3-4 Weeks	34	8%
2-6 Months	33	8%
6 Months+	2	0%
<b>Total</b>	<b>431</b>	<b>100%</b>



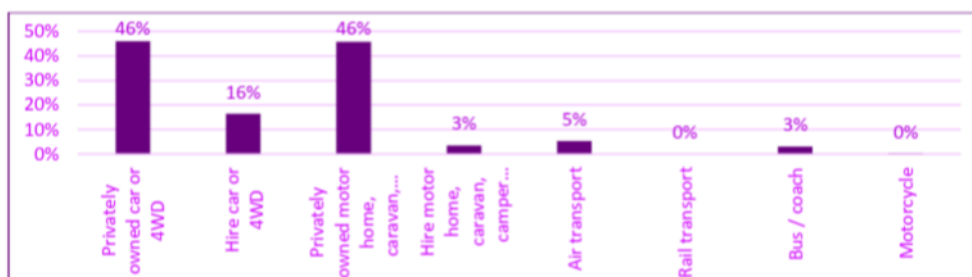


### 5.5 What types of transport did you use to get to Mareeba from your usual place of residence?

Respondents were able to provide multiple responses to this question. The most common forms of transport were privately owned car (46%) and privately-owned motorhome or camper trailer/ caravan (46%). 16% of respondents used hire car or 4WD to travel to Mareeba.

**Table 5: Types of transport used to get to Mareeba**

	No.	% of Respondents
Privately owned car or 4WD	198	46%
Hire car or 4WD	71	16%
Privately owned motor home, caravan, camper trailer	197	46%
Hire motor home, caravan, camper trailer	15	3%
Air transport	23	5%
Rail transport	0	0%
Bus / coach	13	3%
Motorcycle	1	0%
<b>Total responses</b>	<b>518</b>	



There were many combinations of transport modes used to travel to Mareeba and these are tabulated below (Table 6). The most common combinations of transport were: privately owned motor home only (27%), privately owned car only (27%), private car and private caravan/camper trailer (18%), hire car only (13%).

The most common combinations of travel amongst those staying at least one night were: private motorhome only (34%), private car and private camper trailer /caravan (24%) and private car only (24%). The most common combinations of travel amongst those passing through were: hire car only (40%) and private car only (35%).

**Table 6: Combination of transport used to get to Mareeba**

	<b>No.</b>	<b>% of Respondents</b>
Privately owned motor home/caravan/camper trailer	117	27%
Privately owned car/4WD	115	27%
Privately owned car/4WD AND privately-owned motor home/caravan/camper trailer	79	18%
Hire car/ 4WD	58	13%
Bus/coach	12	3%
Hire car/ 4WD AND Air transport	10	2%
Hire motor home/caravan/camper trailer	10	2%
Air transport	7	2%
Privately owned car/4WD AND Hire motor home/caravan/camper trailer	5	1%
Helicopter	2	0%
Privately owned car/4WD AND Air transport	2	0%
Privately owned car/4WD AND Hire car/4WD	2	0%
Privately owned motor home/caravan/camper trailer AND Air transport	2	0%
Motorcycle	1	0%
Privately owned car/4WD AND Air transport AND bus/ coach	1	0%
Privately owned car/4WD AND Hire car/4WD AND Air transport	1	0%
Truck	1	0%
<b>Total responses</b>	<b>425</b>	

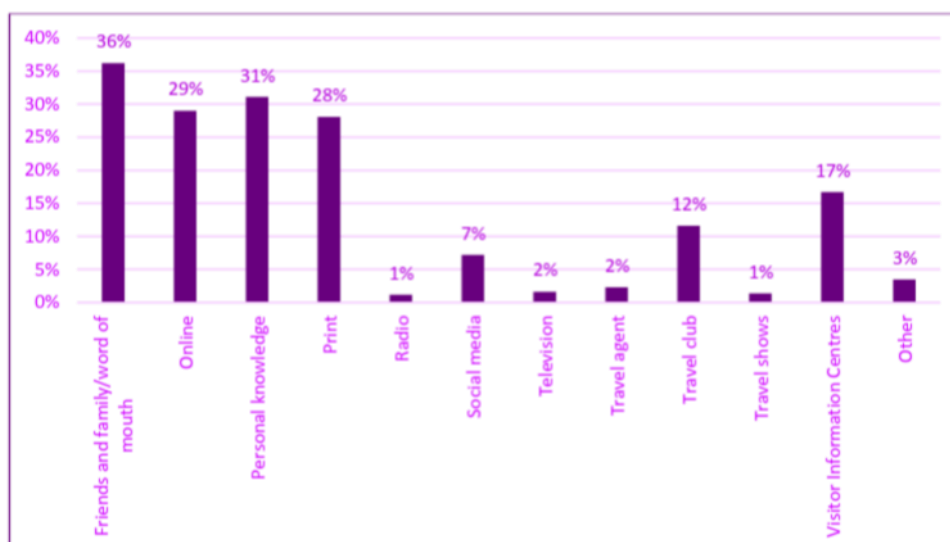
#### 5.6 Which of the following information sources did you use to plan your visit BEFORE arriving in Mareeba?

Respondents were able to provide multiple responses to this question. The most common sources of information used before arriving in Mareeba were "Friends and family/ word of mouth" (36%), "Personal knowledge" (31%), "Online sources" (29%) and "Print sources" (28%).

Respondents used an average of 1.73 sources of information to plan their trip before arriving in Mareeba.

**Table 7: Information sources before visit to Mareeba**

Information sources	No.	% of Respondents
Friends and family/word of mouth	156	36%
Online	128	29%
Personal knowledge	134	31%
Print	123	28%
Radio	5	1%
Social media	31	7%
Television	7	2%
Travel agent	10	2%
Travel club	50	12%
Travel shows	7	1%
Visitor Information Centres	72	17%
Other	17	3%
<b>Total responses</b>	<b>747</b>	

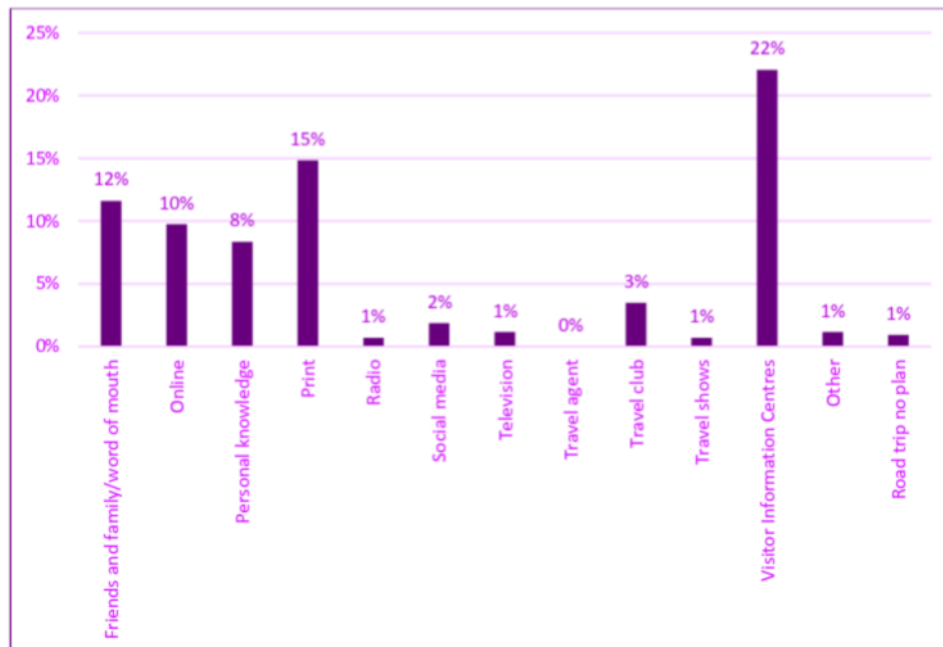


### 5.7 Which of the following information sources did you use to plan your visit AFTER arriving in Mareeba?

Respondents were able to provide multiple responses to this question. The most common sources of information used after arriving in Mareeba were: "Visitor Information Centre" (22%), "Print Sources" (15%), "Friends and Family / Word of Mouth" (12%) and "Online Sources" (10%). "Online Sources" included: WikiCamps, AirBnB, Trip Advisor and Helpx. Respondents used an average of 0.77 sources of information after arriving in Mareeba. "Other Sources" of information reported were HEMA Maps and Melbourne Caravan and Camping Show.

**Table 8: Information sources after arrival at Mareeba**

Information Sources	No.	% of Respondents
Friends and family/word of mouth	50	12%
Online	42	10%
Personal knowledge	36	8%
Print	65	15%
Radio	3	1%
Social media	8	2%
Television	5	1%
Travel agent	0	0%
Travel club	15	3%
Travel shows	3	1%
Visitor Information Centres	95	22%
Other	5	1%
Road trip no plan	4	1%
<b>Total responses</b>	<b>331</b>	

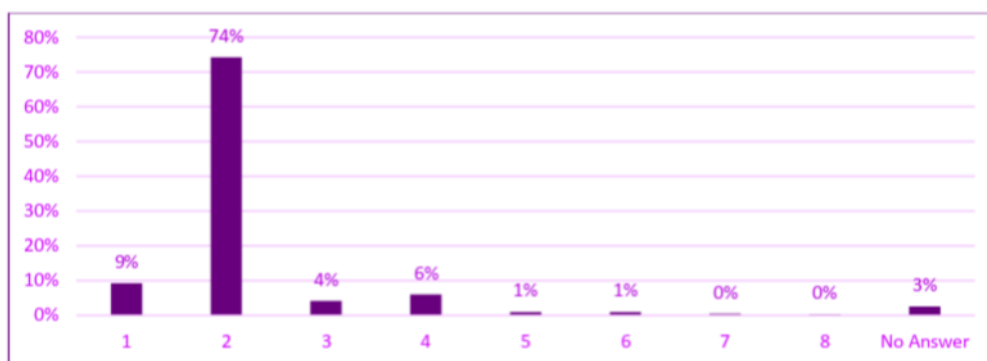


### 5.8 How many people are in your immediate travel party?

The majority of respondents (74%) were in a travel party of two adults. The average number of adults in each travel party was 2.15.

**Table 9: Adults in travel party**

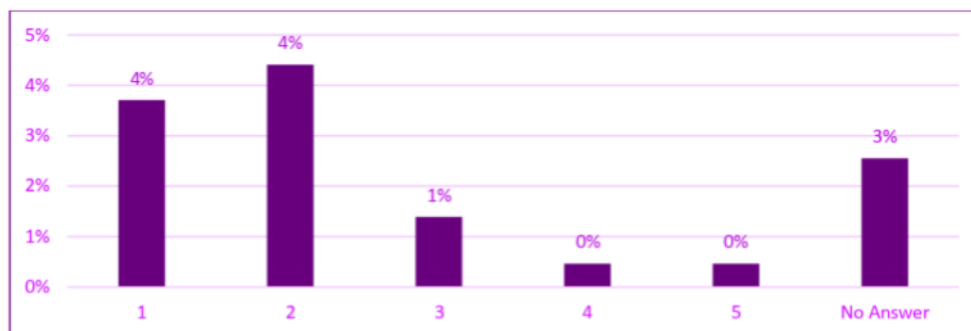
Adults	No.	% of Respondents
1	40	9%
2	320	74%
3	18	4%
4	26	6%
5	4	1%
6	4	1%
7	2	0%
8	1	0%
No Answer	11	3%
<b>Total</b>	<b>431</b>	



Some 45 of the respondents (10%) were accompanied by children under 18 years. A total of 90 children under 18 were recorded, giving an average of two children amongst those travel parties.

**Table 10: Children under 18 years in travel party**

Children	No.	% of Respondents
1	16	4%
2	19	4%
3	6	1%
4	2	0%
5	2	0%



**5.9 During this visit, approximately how much money will your immediate travel party spend?**

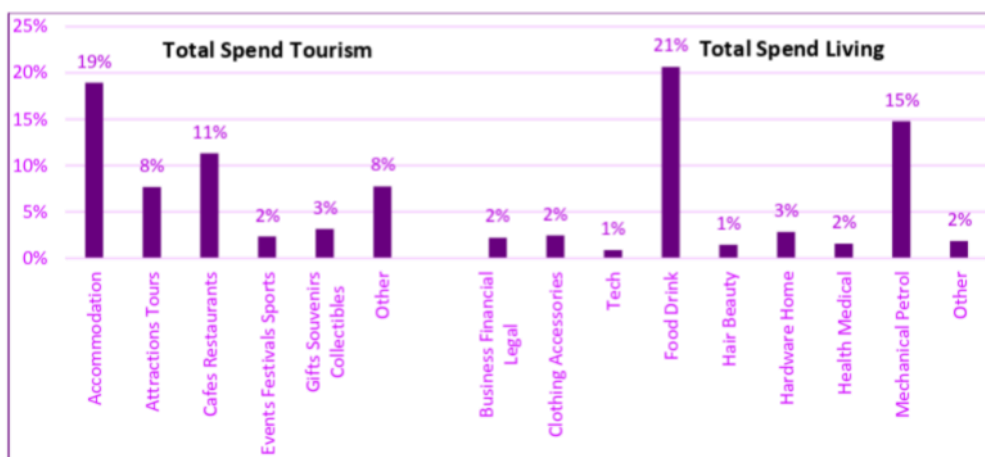
Table 11 reports total money spent in Mareeba by all respondents (travel parties) over the duration of their visit. The Average Spend has been calculated based on all respondents (travel parties) who provided an answer (including \$0). The Adjusted Average Spend is calculated based on only respondents who reported spending money for each expense item, i.e. it does not include people who did not answer the question or reported a spend of \$0. The Total Average Spend per Person is calculated based on Average Spend and the number of people in those travel parties (where a travel party size was provided).

The total average spend per travel party was \$1,104, whilst the average spend per person visiting was \$470.82. However, there was a large difference between those passing through and those staying at least one night. Tables 12 and 13 separate the spend amongst these two groups respectively.



**Table 11: Total money spent by all visitors to Mareeba**

Spend "Tourism" Expenses	Average Spend	Adjusted Average Spend	No.	Total Spend	%
Accommodation	\$207.96	\$327.41	242	\$79,234.00	19%
Attractions Tours	\$85.15	\$253.45	128	\$32,442.00	8%
Cafes Restaurants	\$125.10	\$161.02	296	\$47,662.70	11%
Events Festivals Sports	\$25.94	\$142.88	69	\$9,859.00	2%
Gifts Souvenirs Collectibles	\$35.06	\$97.51	137	\$13,358.90	3%
Other	\$85.81	\$961.61	34	\$32,694.85	8%
<b>Total</b>	<b>\$499.42</b>	<b>\$586.52</b>	<b>367</b>	<b>\$215,251.45</b>	<b>45%</b>
Spend "Living" Expenses	Average Spend	Adjusted Average Spend	No.	Total Spend	%
Business Financial Legal	\$24.46	\$1,553.33	6	\$9,320.00	2%
Clothing Accessories	\$27.20	\$140.05	74	\$10,364.00	2%
Tech	\$9.70	\$131.93	28	\$3,694.00	1%
Food Drink	\$228.40	\$358.11	243	\$87,019.75	21%
Hair Beauty	\$16.29	\$98.49	63	\$6,205.00	1%
Hardware Home	\$31.46	\$151.32	79	\$11,954.00	3%
Health Medical	\$17.59	\$124.14	54	\$6,703.50	2%
Mechanical Petrol	\$163.57	\$293.96	212	\$62,319.61	15%
Other	\$20.51	\$339.81	23	\$7,815.55	2%
<b>Total</b>	<b>\$539.10</b>	<b>\$701.01</b>	<b>293</b>	<b>\$205,395.41</b>	<b>49%</b>
<b>Total Average Spend Per Travel Party</b>	<b>\$1,104.06</b>		<b>381</b>	<b>\$420,646.86</b>	<b>100%</b>
<b>Total Average Spend Per Person</b>	<b>\$470.82</b>		<b>887</b>	<b>\$417,613.86</b>	

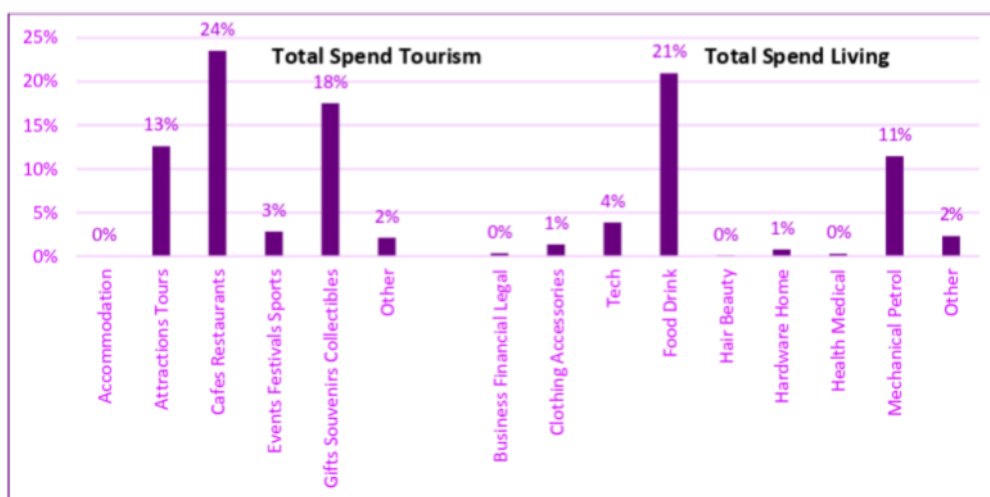


Amongst visitors just passing through, the average spend per travel party was \$154 and per person \$56. The highest average spend per travel party on tourism related expenses was at Cafes & Restaurants \$36 and Gifts / Souvenirs / Collectables \$27 and Attractions / Tours \$19. The highest

average spend per travel party on living expenses was Food and Drink \$32 and Mechanical/ Petrol expenses \$18.

**Table 12: Money spent by visitors passing through Mareeba**

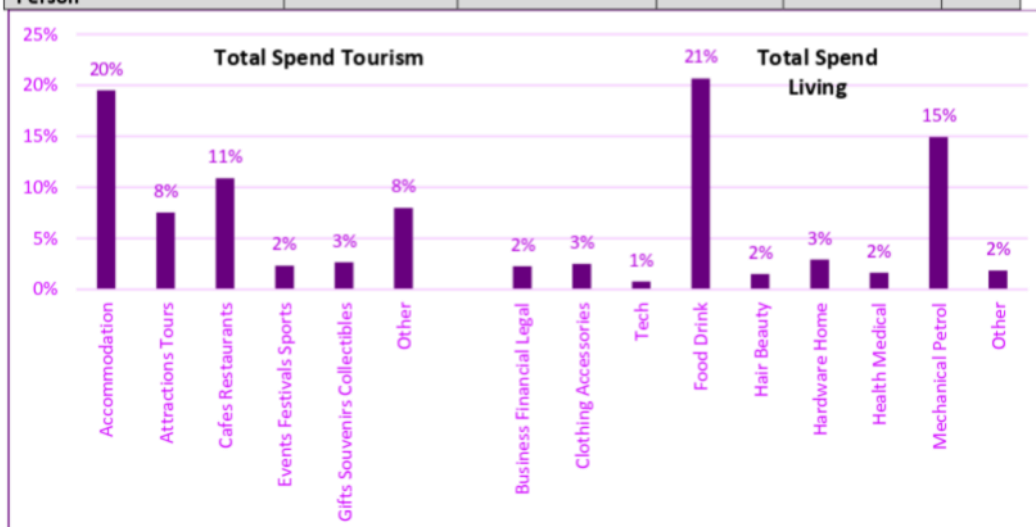
Spend "Tourism" Expenses	Average Spend	Adjusted Average Spend	No.	Total Spend	%
Accommodation	\$0.00	\$0.00	0	\$0.00	0%
Attractions Tours	\$19.44	\$121.80	15	\$1,827.00	13%
Cafes Restaurants	\$36.29	\$48.73	70	\$3,411.00	24%
Events Festivals Sports	\$4.36	\$68.33	6	\$410.00	3%
Gifts Souvenirs Collectibles	\$27.04	\$115.55	22	\$2,542.00	18%
Other	\$3.28	\$51.33	6	\$308.00	2%
<b>Total</b>	<b>\$75.20</b>	<b>\$98.81</b>	<b>86</b>	<b>\$8,498.00</b>	<b>59%</b>
Spend "Living" Expenses	Average Spend	Average spend per group	No.	Total Spend	%
Business Financial Legal	\$0.53	\$50.00	1	\$50.00	0%
Clothing Accessories	\$2.10	\$49.25	4	\$197.00	1%
Tech	\$5.95	\$279.50	2	\$559.00	4%
Food Drink	\$32.33	\$132.13	23	\$3,039.00	21%
Hair Beauty	\$0.11	\$10.00	1	\$10.00	0%
Hardware Home	\$1.17	\$36.67	3	\$110.00	1%
Health Medical	\$0.43	\$20.00	2	\$40.00	0%
Mechanical Petrol	\$17.66	\$184.44	9	\$1,660.00	11%
Other	\$3.57	\$56.00	6	\$336.00	2%
<b>Total</b>	<b>\$63.84</b>	<b>\$187.53</b>	<b>32</b>	<b>\$6,001.00</b>	<b>41%</b>
<b>Total Average Spend per Travel Party</b>	<b>\$154.24</b>		<b>94</b>	<b>\$14,499.00</b>	<b>100%</b>
<b>Total Average Spend Per Person</b>	<b>\$55.62</b>		<b>258</b>	<b>\$14,349.00</b>	



Amongst visitors staying at least one night in Mareeba, the average spend per travel party was \$1,415 and per person \$641. The highest average spend per person on tourism related expenses was for Accommodation \$276 and Cafes and Restaurants \$154. The highest average spend per travel party on living expenses was for Food and Drink \$292 and Mechanical and Petrol \$211.

**Table 13: Money spent by visitors staying at least one night**

Spend "Tourism" Expenses	Average Spend	Adjusted Average Spend	No.	Total Spend	%
Accommodation	\$276.08	\$327.41	242	\$79,234.00	20%
Attractions Tours	\$106.67	\$270.93	113	\$30,615.00	8%
Cafes Restaurants	\$154.19	\$195.80	226	\$44,251.70	11%
Events Festivals Sports	\$33.04	\$149.98	63	\$9,449.00	2%
Gifts Souvenirs Collectibles	\$37.69	\$94.06	115	\$10,816.90	3%
Other	\$112.85	\$1,156.67	28	\$32,386.85	8%
	<b>\$650.17</b>	<b>\$735.78</b>	<b>281</b>	<b>\$206,753.45</b>	<b>51%</b>
Spend "Living" Expenses	Average Spend	Adjusted Average Spend	No.	Total Spend	%
Business Financial Legal	\$32.30	\$1,854.00	5	\$9,270.00	2%
Clothing Accessories	\$35.43	\$145.24	70	\$10,167.00	3%
Tech	\$10.92	\$120.58	26	\$3,135.00	1%
Food Drink	\$292.62	\$381.73	220	\$83,980.75	21%
Hair Beauty	\$21.59	\$99.92	62	\$6,195.00	2%
Hardware Home	\$41.41	\$155.84	76	\$11,844.00	3%
Health Medical	\$23.22	\$128.14	52	\$6,663.50	2%
Mechanical Petrol	\$211.36	\$298.82	203	\$60,659.61	15%
Other	\$26.06	\$439.97	17	\$7,479.55	2%
	<b>\$694.75</b>	<b>\$763.96</b>	<b>261</b>	<b>\$199,394.41</b>	<b>49%</b>
<b>Total Average Spend per Travel Party</b>	<b>\$1,415.15</b>		<b>287</b>	<b>\$406,147.86</b>	<b>100%</b>
<b>Total Average Spend Per Person</b>	<b>\$641.12</b>		<b>629</b>	<b>\$403,246.86</b>	



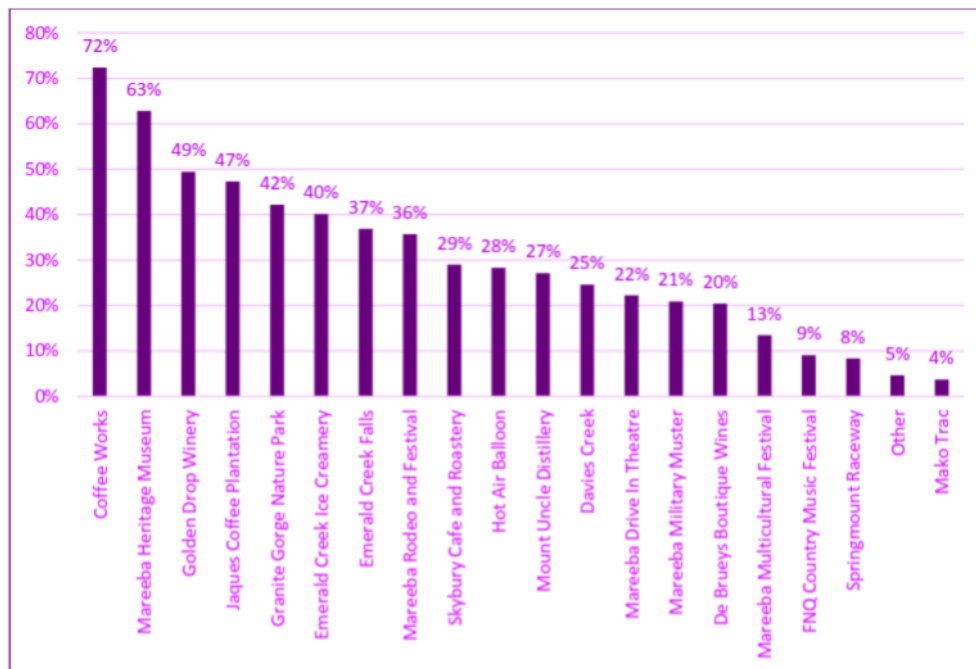
### 5.10 Which attractions have you heard of in Mareeba?

Respondents were able to provide multiple answers to this question. The highest number of visitors were aware of Coffee Works (72%) and the Mareeba Heritage Museum (63%). There was a tendency for awareness levels patterns to be similar to visitation patterns. However, there were some attractions that did not follow this pattern, for example, 28% of visitors had heard of Hot Air Ballooning but only 4% intended to participate in this attraction.

Other attractions listed by visitors were: Christmas in July, Railway/train rides, Water Fall Circuit, Markets, Bicentennial Lakes, Speedway, Ringers Rest, Kuranda, Tour of the Tropics, Chillagoe Caves, Horse events, Bike show, Gallo Diary. It is noted that not all of these attractions are located in Mareeba.

**Table 14: Attractions heard of in Mareeba**

	No.	% of respondents		No.	% of respondents
Coffee Works	312	72%	Davies Creek	106	25%
Mareeba Heritage Museum	271	63%	Mareeba Drive In Theatre	96	22%
Golden Drop Winery	213	49%	Mareeba Military Muster	90	21%
Jaques Coffee Plantation	204	47%	De Brueys Boutique Wines	88	20%
Granite Gorge Nature Park	182	42%	Mareeba Multicultural Festival	58	13%
Emerald Creek Ice Creamery	173	40%	FNQ Country Music Festival	39	9%
Emerald Creek Falls	159	37%	Springmount Raceway	36	8%
Mareeba Rodeo and Festival	154	36%	Other	20	5%
Skybury Cafe and Roastery	125	29%	Mako Trac	16	4%
Hot Air Balloon	122	28%	<b>Total responses</b>	<b>2581</b>	
Mount Uncle Distillery	117	27%			

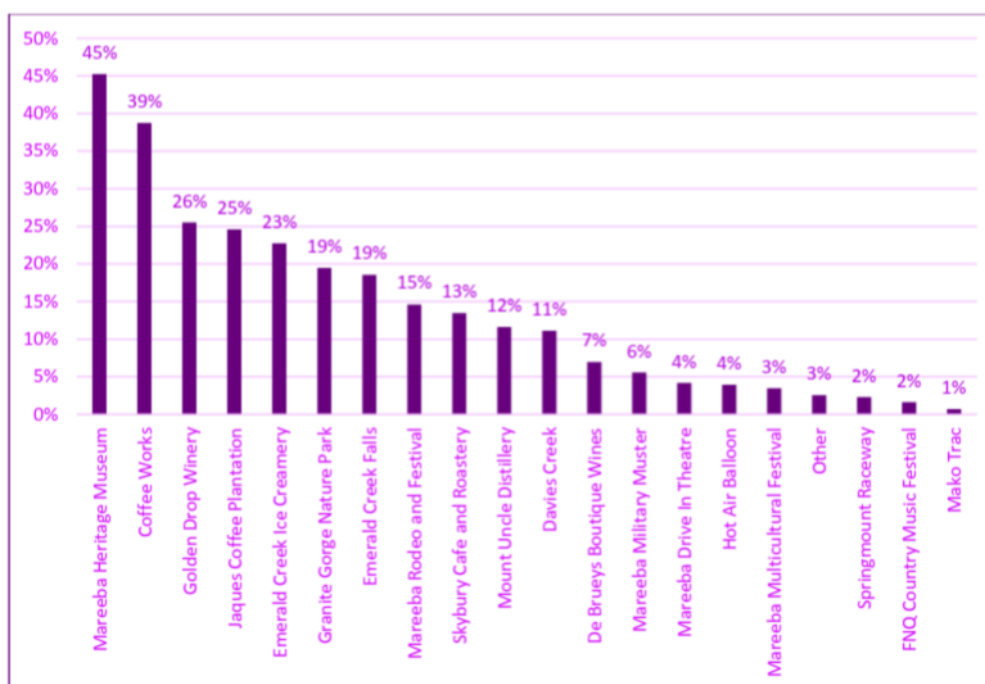


#### 5.11 Which attractions will you visit on this trip to Mareeba?

Respondents were able to provide multiple answers to this question. Respondents were most likely to have visited the Mareeba Heritage Centre (45%) followed by Coffee Works (39%) Golden Drop Winery (26%), Jacques Coffee (25%) and Emerald Creek Ice Creamery (23%). The average number of attractions visited was 2.7 attractions.

Table 15: Attractions visited on this trip

	No.	% of respondent s		No.	% of respondent s
Mareeba Heritage Museum	195	45%	De Brueys Boutique Wines	30	7%
Coffee Works	167	39%	Mareeba Military Muster	24	6%
Golden Drop Winery	110	26%	Mareeba Drive In Theatre	18	4%
Jaques Coffee Plantation	106	25%	Hot Air Balloon	17	4%
Emerald Creek Ice Creamery	98	23%	Mareeba Multicultural Festival	15	3%
Granite Gorge Nature Park	84	19%	Other	11	3%
Emerald Creek Falls	80	19%	Springmount Raceway	10	2%
Mareeba Rodeo and Festival	63	15%	FNQ Country Music Festival	7	2%
Skybury Cafe and Roastery	58	13%	Mako Trac	3	1%
Mount Uncle Distillery	50	12%	<b>Total responses</b>	<b>119</b>	<b>4</b>
Davies Creek	48	11%			



#### 5.12 What would entice you to stay longer or to return to Mareeba?

Respondents were able to provide multiple answers to this question. There was a wide range of responses, but leading responses were "More time" (11%), "Perfect/nothing extra" (11%), "Weather climate" (9%) and "Locals nice/friendly" (7%).

Mareeba Visitor Survey Report, November 2019

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**Table 16: Enticement to stay longer or return to Mareeba**

	<b>No.</b>	<b>% of respondents</b>
More time	48	11%
Perfect/would live/will be back/unique/nothing extra	47	11%
Weather/climate	39	9%
So much to do/attractions/everything/need to return	32	7%
Locals/nice people/friendly/beautiful	22	5%
Camping/RV Parking/free/RV/low cost/closer to town/bush camping	19	4%
Family/friends	14	3%
Attractions/free/cheaper/more/local/natural/historical	14	3%
Information accessibility/more/better/for planning/access/better signage	11	3%
Shopping/more/cheaper/Sunday/Op shops	8	2%
Good location/base camp to explore region	8	2%
Better accommodation/more range/more/self-contained/without caravan	7	2%
Events/festivals/music/multicultural/more	7	2%
Rodeo	7	2%
Facilities/Pool & Spa/free showers	5	1%
Provisions for RV/MH travellers/dump point (Ringers & Granit) /rubbish bins/water availability/sealing road to Chillagoe/van wash	5	1%
Christmas in July	5	1%
Natural attractions/walking trails	5	1%
Historical information/museum/war/more	5	1%
Better cafes/variety/better quality/weekends/cheaper	4	1%
Ambiance/laid back/atmosphere	3	1%
Transport systems/tour Bus/ transport for RV/MH/Public transport/hire cars	3	1%
Information/visitor centre	3	1%
Leagues Club	3	1%
Landscaping/gardens/beautification	2	0%
Work opportunities/working visa	1	0%
Safety	1	0%
Mako Trac	1	0%
Markets	1	0%
Trains	1	0%
Church	1	0%
Medical services	1	0%
Walking/bike track from Kirrabee Park to Town	1	0%
Prospecting opportunities	1	0%
<b>Total Responses</b>	<b>335</b>	

### 5.13 Do you have any further comments about your visit to Mareeba?

Respondents were able to provide multiple answers to this question. Positive and negative have been separated and are presented below. There was a total of 348 positive comments and 30 negative comments.

**Table 17: Positive comments about visit to Mareeba**

Positive Comments	No.	% of respondents
Mareeba Nice place /great /pleasant /enjoyed /community /loved /richly diverse	111	26%
Historical museum/info centre/ excellent/staff great friendly helpful/ efficient/informative/amazing/good food café/history	75	17%
Friendly/people/service/shopkeepers/business/welcoming/customer service/lovely	58	13%
Will be back/return	16	4%
Tidy/beautiful/clean/vibrant	11	3%
Attractions plenty to do and see	10	2%
Great weather	8	2%
Great facilities/amenities/dump points	7	2%
RV/grey nomad friendly	6	1%
Good location/central/base camp to explore region	6	1%
Jackaroo Hotel good/friendly/good meals/room size	5	1%
Recommend/encourage other to visit/will rave	4	1%
Christmas in July fantastic/council commended	4	1%
Atmosphere/country/outback	3	1%
Price good/camping/low coast/free	3	1%
Great shopping/variety	3	1%
Golden Drop Winery excellent/first class	3	1%
Dog friendly	2	0%
Rodeo/great/friendly/helpful	2	0%
Mt Uncle/good	2	0%
Coffee works great	2	0%
Great hospital	1	0%
Tropical Tourist Park/friendly/helpful	1	0%
Trinity Plains Caravan Park/friendly	1	0%
Skybury Coffee excellent/first class	1	0%
Deli great variety/friendly	1	0%
Ringers Rest great	1	0%
K41 Park enjoyed	1	0%
<b>Total Responses</b>	<b>348</b>	

**Table 18: Negative comments about visit to Mareeba**

<b>Negative Comments</b>	<b>No.</b>	<b>% of respondents</b>
More information/time and dates of events/correct information/signage	6	1%
Bit expensive	3	1%
Difficulties with tour/lack of/rude/no product sampling	2	0%
Better public transport	2	0%
Second drop point RV/dump point/east side/main highway	2	0%
Reopen RSL	2	0%
Bring back German Night	2	0%
More affordable camping	2	0%
Few empty shops	1	0%
Better recycling facilities	1	0%
Hot showers	1	0%
No Autogas	1	0%
Mt Uncle restaurant closed	1	0%
Need Car wash	1	0%
Mareeba wetlands closed	1	0%
Portable dance floor for Christmas in July	1	0%
Slippery pavers on rainy day	1	0%
<b>Total</b>	<b>30</b>	

## 6.0 Appendix: Questionnaire



### Mareeba Visitor Survey 2019

Welcome to Mareeba. The Mareeba Chamber of Commerce, Mareeba Shire Council and Mareeba Heritage Centre are working together to get a better understanding of visitor decision making. We encourage one visitor from each travel party to complete this questionnaire, about your visit to the town of Mareeba.

**1. What is the main purpose of your visit to Mareeba? (tick one only)**

- ☐ Business / employment / training
- ☐ Holiday / recreation / leisure
- ☐ Shopping or stock up supplies
- ☐ Special event (e.g. festival, sports event)
- ☐ Visiting friends and / or relatives
- ☐ Other - please specify \_\_\_\_\_

**2. How many times have you visited Mareeba? (tick one only)**

- ☐ 1 - this is my first visit to Mareeba
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5+

**3. Where is your usual place of residence? (complete one option only)**

- Postcode, if in Australia, or \_\_\_\_\_
- Country, if overseas \_\_\_\_\_

**4. How long will you stay in Mareeba on this trip? (complete one option only)**

- ☐ Just passing through / up to one day but not overnight, or
- ☐ Number of nights, please specify, or \_\_\_\_\_
- ☐ Number of months, please specify \_\_\_\_\_

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please turn over page

5. What types of transport did you use to get to Mareeba from your usual place of residence? (tick all that apply)

- ☐ Privately owned car or 4WD
- ☐ Hire car or 4WD
- ☐ Privately owned motor home, caravan, camper trailer
- ☐ Hire motor home, caravan, camper trailer
- ☐ Air transport
- ☐ Rail transport
- ☐ Bus / coach
- ☐ Other - please specify \_\_\_\_\_

6. Which of the following information sources did you use to plan your visit? (tick all that apply)

	<i>I used these sources <u>before</u> arriving in Mareeba</i>	<i>I used these sources <u>after</u> arriving in Mareeba</i>
• Friends and family, word of mouth	<input type="checkbox"/>	<input type="checkbox"/>
• Online sources / websites / YouTube	<input type="checkbox"/>	<input type="checkbox"/>
• Personal knowledge - have visited Mareeba before	<input type="checkbox"/>	<input type="checkbox"/>
• Print sources e.g. brochures, books, newspapers, magazines	<input type="checkbox"/>	<input type="checkbox"/>
• Radio programs and advertising	<input type="checkbox"/>	<input type="checkbox"/>
• Social media e.g. Facebook, Instagram, Twitter	<input type="checkbox"/>	<input type="checkbox"/>
• Television programs and advertising	<input type="checkbox"/>	<input type="checkbox"/>
• Travel agent	<input type="checkbox"/>	<input type="checkbox"/>
• Travel club information e.g. CMCA	<input type="checkbox"/>	<input type="checkbox"/>
• Travel shows and fairs	<input type="checkbox"/>	<input type="checkbox"/>
• Visitor information Centres	<input type="checkbox"/>	<input type="checkbox"/>
• Other - please provide details	<input type="checkbox"/>	<input type="checkbox"/>

7. How many people are in your immediate travel party?

(Your immediate travel party includes people with whom you share travel and daily expenses)

- |                                       | <i>Number of People</i> |
|---------------------------------------|-------------------------|
| • Number of children (under 18 years) | _____                   |
| • Number of adults                    | _____                   |

8. During this visit, approximately how much money will your immediate travel party spend on tourism related activities and expenses, within Mareeba? *(complete dollar amount for each category)*

	\$ Amount
• Accommodation	_____
• Attractions and tours	_____
• Cafes and restaurants	_____
• Events and festivals, including sports events	_____
• Gifts, souvenirs, collectibles	_____
• Other - please provide details	_____

9. During this visit, approximately how much money will your immediate travel party spend on other travel and daily living expenses, within Mareeba? *(complete dollar amount for each category)*

	\$ Amount
• Business, financial and legal	_____
• Clothing, shoes and accessories	_____
• Electrical, technology and telecommunications	_____
• Food, drink and other consumable goods	_____
• Hair and beauty	_____
• Hardware and home products	_____
• Health and medical	_____
• Mechanical and petrol	_____
• Other - please provide details	_____

10a. Which attractions have you heard of and which will you visit on this trip to Mareeba?

	<i>I have heard about this attraction.</i>	<i>I will visit this attraction on this trip.</i>
• Coffee Works	<input type="checkbox"/>	<input type="checkbox"/>
• Davies Creek National Park	<input type="checkbox"/>	<input type="checkbox"/>
• De Brueys Boutique Wines	<input type="checkbox"/>	<input type="checkbox"/>
• Emerald Creek Falls	<input type="checkbox"/>	<input type="checkbox"/>
• Emerald Creek Ice Creamery	<input type="checkbox"/>	<input type="checkbox"/>
• FNQ Country Music Festival	<input type="checkbox"/>	<input type="checkbox"/>
• Golden Drop Winery	<input type="checkbox"/>	<input type="checkbox"/>
• Granite Gorge Nature Park	<input type="checkbox"/>	<input type="checkbox"/>
• Hot Air Balloon	<input type="checkbox"/>	<input type="checkbox"/>
• Jaques Coffee Plantation	<input type="checkbox"/>	<input type="checkbox"/>

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**10b. Which attractions have you heard of and which will you visit on this trip to Mareeba?**

	<i>I have heard about this attraction.</i>	<i>I will visit this attraction on this trip.</i>
• Mako Trac	<input type="checkbox"/>	<input type="checkbox"/>
• Mareeba Drive In Theatre	<input type="checkbox"/>	<input type="checkbox"/>
• Mareeba Heritage Museum	<input type="checkbox"/>	<input type="checkbox"/>
• Mareeba Military Muster	<input type="checkbox"/>	<input type="checkbox"/>
• Mareeba Multicultural Festival	<input type="checkbox"/>	<input type="checkbox"/>
• Mareeba Rodeo & Festival	<input type="checkbox"/>	<input type="checkbox"/>
• Mount Uncle Distillery	<input type="checkbox"/>	<input type="checkbox"/>
• Skybury Café and Roastery	<input type="checkbox"/>	<input type="checkbox"/>
• Springmount Raceway	<input type="checkbox"/>	<input type="checkbox"/>
• Other - please provide details _____	<input type="checkbox"/>	<input type="checkbox"/>

**11. What would entice you to stay longer or to return to Mareeba? Please provide details.**

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**12. Do you have any further comments about your visit to Mareeba?**

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*Thank you for completing this questionnaire. This information will help us to direct our tourism activities and investment. The results of the survey will be collated and made publicly available, however no identifying data is collected and individual responses will be treated confidentially. If you would like more information about this survey please contact: [communitywellbeing@msc.qld.gov.au](mailto:communitywellbeing@msc.qld.gov.au)*

## Mareeba Visitor Survey Snapshot

### Mareeba Tourism



Tourism is having an increasingly positive impact on the Mareeba economy with tourism and hospitality sales in the Mareeba Shire increasing by 8% from 2013 to 2018 (economy.id.com), indicating there is potential to increase visitor numbers and visitor spend. It is important then, to better understand the visitor experience, needs and expectations, as well as the impact visitors are having on the local economy.

A survey of 431 visitors to Mareeba was conducted in July and August 2019 by Mareeba Shire Council, Mareeba Chamber of Commerce and the Mareeba Heritage Centre Inc. The findings are intended to inform planning and promotions, destination development, raise awareness of the contribution of tourism to the local economy, and assist local businesses cater to the needs of visitors.

### The Mareeba Visitor



The survey found that visitors were most likely to be self-drive (91%) and repeat recreational holiday makers from NSW, VIC and other Qld areas travelling with another adult in their own campervan, caravan or camper trailer, with a median length of stay of six nights. They primarily use personal knowledge, word of mouth, online and print information to plan their trip and after arrival, rely on Visitor Information Services, print, online and personal knowledge and word of mouth for information to plan their stay.

### Visitor Spend



Visitors staying at least one night (74%), spend an average of \$641 per person primarily on food and drink, accommodation, mechanical and petrol, café and restaurants.

Visitors passing through with no overnight stays, spend an average of \$56 per person primarily on cafés and restaurants, food and drink, gifts and souvenirs, attractions and tours.

### Positive Visitor Experiences



When asked to comment on their visit to Mareeba, nearly all responses were positive (92%), with visitors very complimentary of the friendly community atmosphere, amenities, customer service, accommodation and attractions.

### Top Five Attractions



During their trip to Mareeba, visitors went to an average of 3 attractions. The top five attractions visited were: Mareeba Heritage Centre, Coffee Works, Golden Drop Winery, Jacques Coffee Plantation and Emerald Creek Ice Creamery.



## 9 INFRASTRUCTURE SERVICES

### 9.1 TRAFFIC ADVISORY COMMITTEE - MINUTES OF MEETING HELD 3 DECEMBER 2019

**Date Prepared:** 4 December 2019

**Author:** Director Infrastructure Services

**Attachments:** 1. Traffic Advisory Committee Meeting Minutes of Meeting Held 3 December 2019

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#### EXECUTIVE SUMMARY

The purpose of this report is to present the Minutes of the Mareeba Shire Council Traffic Advisory Committee Meeting held on Tuesday 3 December 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, 3 December 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, 03 DECEMBER 2019**  
**9:31AM TO 10:22AM**

## **MINUTES**

### **PRESENT:**

Mareeba Chamber	Sam Musumeci
Queensland Police Service (QPS) - Sergeant	Shane Mattes
Queensland Police Service (QPS) - Sergeant	John Ridgway
Queensland Police Service (QPS) - Tableland Inspector	Russell Rhodes
Transport and Main Roads (TMR - Safety & Regulation Division)	Marita Stecko
Transport and Main Roads (TMR)	David Hamilton
Mareeba Shire Council (MSC) - Councillor	Kevin Davies
Mareeba Shire Council (MSC) - Councillor	Angela Toppin
Mareeba Shire Council (MSC) - Manager Technical Services	Sam Wakeford
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	Cr Mary Graham
Queensland Police Service (QPS) - Constable	Derek Garner

### **1. MINUTES**

**Tuesday 17 September 2019**

Minutes of the Mareeba Shire Council Traffic Advisory Committee Meeting held on Tuesday, 17 September 2019 were ratified by Council at their Ordinary Meeting of 23 October 2019.

*Minutes of the MSC Traffic Advisory Committee Meeting, Mareeba Boardroom, 65 Rankin Street, Mareeba  
 Tuesday, 03 December 2019, commencing at 09:31am*

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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 &amp; 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> <p>Installation of signage complete</p> <p>The location of the signage installed was raised; insufficient distance allowed for road trains to turn; TMR will consider erecting a sign earlier</p> <p>No further action required by this Committee, resolved to remove from the minutes</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>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> <p>Bridge works rescheduled by MSC to commence after the 2019/20 wet season</p>	MSC	06/2020

Minutes of the MSC Traffic Advisory Committee Meeting, Mareeba Boardroom, 65 Rankin Street, Mareeba  
Tuesday, 03 December 2019, commencing at 09:30am



Item	Organisation	Issue	Recommendation / Follow Up Action	Action Required by	Action Due Date
			<p>MSC anticipate lodging the Traffic Management Plan and Traffic Permit with TMR mid-December</p> <p>MSC currently reviewing the draft TMP providing feedback to consultants end of this week</p>		
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 &amp; optional designs to be considered</p> <p>St Thomas's P&amp;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> <p>Design options to be considered early next year and listed for 2021/22</p> <p>PPT programme</p> <p>Next STIP funding round opens in March closing in June</p>	MSC	06/2020
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; MSC will be invited to provide a price for these works</p> <p>TMR progressing and on track</p>	TMR	12/2019
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"> <li>• proposed HV Rest Area on Mulligan Hwy (north of Mba)</li> <li>• proposed HV Rest Area on Kennedy Hwy (west of Speewah)</li> <li>• proposed HV Stopping Place at the top of Rex Range (Mt Molloy Rd)</li> </ul> <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><a href="https://www.tmr.qld.gov.au/-/media/aboutus/corpinfo/Media/TMR-Tablelands-Heavy-Vehicle-Managment-Strategy.pdf">https://www.tmr.qld.gov.au/-/media/aboutus/corpinfo/Media/TMR-Tablelands-Heavy-Vehicle-Managment-Strategy.pdf</a></p> <p>Mareeba Chamber to write to Cynthia Lui making recommendations</p> <p>Study being undertaken by TMR</p> <p>Following the meeting TMR advised the Business Case for this study is being finalised, and pending the necessary investment funding being approved/secured, TMR will then be in a position to release the proposed layouts</p> <p>TMR to provide update</p>	TMR	On-going

Minutes of the MSC Traffic Advisory Committee Meeting, Mareeba Boardroom, 65 Rankin Street, Mareeba  
Tuesday, 03 December 2019, commencing at 09:30am

Item	Organisation	Issue	Recommendation / Follow Up Action	Action Required by	Action Due Date
			Study completed, funding being sourced as works are currently unfunded; TMR will review funding options in March 2020		
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 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 and MSC met to develop procedure; VMS board installed at bottom of Rex Range to advise the general public when Bushy Creek is closed; TMR propose to introduce a permit system for local drivers, the permit will be subject to conditions; how this will be administered is yet to be identified TMR confirmed flood gauge now installed on the lowest point of Bushy Ck TMR anticipate finalizing a procedure prior to the wet season	TMR/MS	12/2019
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 Vehicle activated signage ordered by TMR and it is anticipated to have the sign installed prior to end of January, weather permitting TMR tabled plan showing proposed location of signage	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 Report presented to council on 23/10/2019; temporary works will remain in place with cheese blocks to be replaced with concrete kerbing when time and resources allow Due to trucks delivering to Coles damage is being sustained to the centre yellow strip, minor changes proposed to temporary works to accommodate truck deliveries	MSC	03/2020

Minutes of the MSC Traffic Advisory Committee Meeting, Mareeba Boardroom, 65 Rankin Street, Mareeba  
Tuesday, 03 December 2019, commencing at 09:30am

Item	Organisation	Issue	Recommendation / Follow Up Action	Action Required by	Action Due Date
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 Streets intersection upgrade project to commence late 2019 / early 2020 Project programmed to commence in early 2020 and anticipated to be completed by the end of June 2020	TMR	06/2020
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 Progressive updates to be provide by TMR Works divided into six contracts with design underway	TMR	12/2021
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 to liaise with RoadTek to reinstate signage	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 This item is related to the HV study (TAC Item 18.12-06); the area in question is part of the state-controlled road corridor; TMR formalizing areas that can be accessed for screenings and will consider appropriate signage restricting heavy vehicle parking Illegal dumping also an issue, strategy to be developed in conjunction with MSC	TMR	On-going
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 No further action required by this Committee, resolved to remove from the minutes	TMR / MSC	On-going
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 AP recommended that MSC forward letters to QFES; rural fires to develop a fire management program TMR advised VMS board are used during the fire season as well as the wet season	TMR / MSC	

Minutes of the MSC Traffic Advisory Committee Meeting, Mareeba Boardroom, 65 Rankin Street, Mareeba  
Tuesday, 03 December 2019, commencing at 09:30am

**3. NEW BUSINESS FOR CONSIDERATION (Incoming Correspondence / Requests)**

Item	Organisation	Issue	Recommendation / Follow Up Action	Action Required by	Action Due Date
19.12-01	MSC (Glenda Kirk)	Speed Awareness Monitors (SAM) around schools "SLOW for SAM 😊"	<b>TMR (Marita Stecko) to ascertain if any local schools within the Mareeba Shire are to have SAM signs installed</b>	TMR	01/2020

**4. GENERAL BUSINESS**

Item	Organisation	Issue	Recommendation / Follow Up Action	Action Required by	Action Due Date
19.12-02	MSC (Cr Alan Pedersen)	A report received from a local resident that 501 high reflective road signs have been installed recently within a distance of 8kms on the Rex Range, due to the high reflectiveness resident advised he is unable to drive the range at night	<b>Depending on the type of reflective signage, high visibility signs are installed at specific angles to prevent blinding TMR to arrange a night audit of signage on the Rex Range</b>	TMR	01/2020

**5. NEXT MEETING**

**2020 meeting dates:**

Tuesday, March 2020 - to be confirmed

**6. CLOSURE**

10:22AM

**9.2 TENDER AWARD - TMSC2019-18 CONSTRUCTION OF MAREEBA CEMETERY MAUSOLEUM WALL**

**Date Prepared:** 20 November 2019  
**Author:** Manager Technical Services  
**Attachments:** Nil

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**EXECUTIVE SUMMARY**

Tenders have been invited for TMSC2019-18 Construction of Mareeba Cemetery Mausoleum Wall. Tenders closed on 29 November 2019, with three (3) submissions received.

This report seeks to inform Council of the assessment of tender submissions and provide recommendation on award of the tender.

**RECOMMENDATION**

That Council awards contract TMSC2019-18 Construction of Mareeba Mausoleum Wall to Osborne Construction Solutions Pty Ltd at a value of \$201,520.00 (excluding GST).

**BACKGROUND**

The most recently built mausoleum wall at Mareeba Cemetery was constructed in 2014 and based on demand, it is expected that this facility will be at capacity in the next year. A new structure will be needed for Council to continue to offer this as an internment option. The project to construct a new mausoleum wall at Mareeba Cemetery was included as part of the 2019/20 Capital Works budget.

Council has invited tenders from suitably qualified and experienced contractors to construct a new mausoleum wall at Mareeba Cemetery. Tenders were invited from 9 November 2019 and closed on 29 November 2019.

New Australian Standards have been recently introduced, requiring additional ventilation and drainage be installed in all new mausoleums. The standard specifications and designs used in the tender invitation reflect these revised standards. As part of the tender invitation, tenderers were provided opportunity to provide both pre-cast and cast in-situ solutions, with the intent of seeking potential time/cost savings through alternative construction methods. The approximate build time for a mausoleum wall is typically six (6) months.

Three (3) tenderers were received and were assessed against the tender evaluation criteria detailed in the tender invitation:

- 40% - Price
- 20% - Delivery timeline
- 20% - Methodology
- 20% - Proven Prior Experience

Each tender was evaluated and scored against the criteria, with the criteria 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.

All tenderers were assessed as being capable of delivering the works to the required standard. The outcomes of the assessed responses are below.

Tenderer	Price (ex GST)	Ranking
Osborne Construction Solutions Pty Ltd	\$201,520.00	1
G&G Avolio and G&A Esposito	\$232,000.00	2
Mindil Pty Ltd	\$220,552.75	3

#### **Preferred Tender:**

Based on both quantitative and qualitative criteria assessment, Osborne Construction Solutions Pty Ltd was assessed as the recommended tenderer for Contract TMSC2019-18 Construction of Mareeba Cemetery Mausoleum Wall.

#### **RISK IMPLICATIONS**

##### **Financial**

The recommended tender is within the available budget, however there will be additional costs for project management to successfully deliver the project. It is probable that the total project cost will exceed the available budget, which will be funded from the Cemetery Reserve.

##### **Infrastructure and Assets**

The works scheduled will become a Council owned and operated asset and will be capitalised against the asset at the completion of the program.

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

Tenders were sought in accordance with and Council's Procurement Policy.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

##### **Capital**

\$201,520.00 (ex GST) contract value. Additional costs associated with contract management and project contingencies will be required.

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

Yes. Included in the 2019/20 Capital Works budget, however the ancillary costs will probably result in the budget being exceeded and this difference can be catered for by savings in other capital projects.

#### **LINK TO CORPORATE PLAN**

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



**IMPLEMENTATION/COMMUNICATION**

Tenderers will be notified of the outcome of this report in writing.



**9.3 TENDER AWARD - TMSC2019-23 PAVEMENT STABILISATION CHETTLE ROAD, ARRIGA**

**Date Prepared:** 6 December 2019  
**Author:** Manager Technical Services  
**Attachments:** Nil

---

**EXECUTIVE SUMMARY**

Council has invited tenders from suitably qualified and experienced contractors to undertake pavement stabilisation works at two (2) locations on Chettle Road, Arriga, which closed 27 November 2019.

This report seeks to inform Council of the assessment of tender submissions for TMSC2019-23 Pavement Stabilisation - Chettle Road, Arriga and provide recommendation on award of the tender.

**RECOMMENDATION**

That Council delegates authority to the Chief Executive Officer to award the contract for TMSC2019-23 Pavement Stabilisation - Chettle Road, Arriga, after consultation with Councillors.

**BACKGROUND**

The tendered works provide for the overlay and stabilisation of Chettle Road, Arriga under two (2) separate capital projects to be awarded as separable portions one (1) & two (2) under a single contract.

The works proposed will address isolated pavement failures, width constraints and ongoing drainage concerns affecting sections of Chettle Road.

Council were successful in application for contributory funding to assist with the works under the Roads to Recovery (R2R) and Transport Infrastructure Development Scheme (TIDS) funding, with a condition being that works are completed prior to 30 June 2020.

On 30 October 2019, Council invited tenders from suitably qualified and experienced contractors to undertake the Pavement Stabilisation of Chettle Road, Arriga, with seven (7) submissions being received.

**Tenders Procurement Process:**

Tenderers provided detailed submissions for the works, which have been assessed against relevant weighted criteria being;

- 40% - Price
- 20% - Demonstrated Understanding
- 20% - Methodology
- 20% - Relevant Experience

Each tender was evaluated and scored against the criteria, with the criteria 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.

All submissions received met the requirements of the tender and as such, all assessed as conforming submissions. The outcomes of the assessed responses, and submission values as Tendered, are provided below.

<b>Tenderer</b>	<b>Separable Portion One Ex GST</b>	<b>Separable Portion Two Ex GST</b>	<b>Combined Price Ex GST</b>	<b>Ranking</b>
Durack Civil Pty Ltd	\$ 535,444.57	\$ 550,480.47	\$ 1,085,925.04	1
Robinson Civil Group (RCG)	\$ 670,899.50	\$ 717,154.26	\$ 1,388,053.76	2
HEH Civil Pty Ltd	\$ 698,720.00	\$ 709,450.00	\$ 1,408,170.00	3
Keltone Constructions Pty Ltd	\$ 719,177.06	\$ 718,697.80	\$ 1,437,874.86	4
G & R Brown & Sons Pty Ltd T/A Browns Construction	\$ 723,641.36	\$ 750,149.60	\$ 1,473,790.96	5
LDI Constructions Civil Pty Ltd	\$ 754,557.00	\$ 781,786.00	\$ 1,536,343.00	6
Koppens Developments Pty Ltd	\$ 1,175,706.00	\$ 1,218,814.00	\$ 2,394,520.00	7

During the Tender Assessment process, Council officers were required to seek clarification regarding the pricing structure of the Tender, which has the potential to affect the contract value. Council officers are required to undertake further negotiations prior to recommending the awarding of contract.

To allow the timeframes under the grant funding to be met, it is proposed to delegate authority to the Chief Executive Officer under section 257 of the *Local Government Act 2009* to award the Contract for TMSC2019-23 Pavement Stabilisation - Chettle Road, Arriga after consultation with Councillors.

#### **Preferred Tenderer:**

Based on both quantitative and qualitative criteria assessment, Durack Civil is the preferred tenderer for Contract TMSC2019-23 Pavement Stabilisation - Chettle Road, Arriga, for both separable portions one (1) and two (2). It is not envisaged that this will change as a result of the clarification required, however should changes occur Councillors will be informed.

#### **RISK IMPLICATIONS**

##### **Legal and Compliance**

At time of writing, Council officers are unable to recommend a contract value to Council for award, further post-tender negotiations are required.

To allow the timeframes under the grant funding to be met, it is proposed to delegate authority to the Chief Executive Officer under section 257 of the *Local Government Act 2009* to award the Contract for TMSC2019-23 Pavement Stabilisation - Chettle Road, Arriga' after consultation with Councillors.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

##### **Capital**

Council have successfully sought funding under the R2R and TIDS funding programmes, with a condition being that the projects are completed prior to 30 June 2020.

***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.

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

**IMPLEMENTATION/COMMUNICATION**

Nil





**9.4 TENDER AWARD - TMSC2019-25 - 2019/20 ASPHALT OVERLAY PROGRAM**

**Date Prepared:** 18 November 2019  
**Author:** Manager Technical Services  
**Attachments:** 1. Locality Plans  
2. Proposed Program

---

**EXECUTIVE SUMMARY**

Tenders have been invited for TMSC2019-25 2019/20 Asphalt Overlay Program as part of Council's annual reseal program. Tenders closed on 29 November 2019, with four (4) submissions received.

This report seeks to inform Council of the assessment of tender submissions and provide recommendation on award of the tender.

**RECOMMENDATION**

That Council awards contract TMSC2019-25 - 2019/20 Asphalt Overlay Program to NQ Asphalt Pty Ltd at a value of \$203,109.09 (excluding GST).

**BACKGROUND**

The asphalt program is a component of Council's annual 2019/20 reseals program with a combined budget of \$1.25 million. The purpose of the program is to extend the life of Council's road assets by maintaining a waterproof surfacing to protect the underlying pavement and provide a smooth-running surface free from defects.

Council has invited tenders from suitably qualified and experienced contractors to undertake the yearly full-service asphalt resurfacing program. The tendered scope of work includes surface preparation, asphalt overlay, line marking reinstatement and traffic control. Tenders were invited from 9 November 2019 and closed on 29 November 2019.

Four (4) submissions were received and were assessed against the tender evaluation criteria detailed in the tender invitation:

- 40% - Price
- 20% - Relevant experience
- 10% - Key personnel skills and experience
- 10% - Tenderers resources
- 20% - Demonstrated understanding

Each tender was evaluated and scored against the criteria, with the criteria 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.

All submissions received met the requirements of the tender and as such all four (4) were assessed as conforming submissions, with all tenderers assessed as being capable of delivering the works to the required standard. The outcomes of the assessed responses are below.

<b>Tenderer</b>	<b>Total (ex GST)</b>	<b>Ranking</b>
NQ Asphalt Pty Ltd	\$ 203,109.09	1
Boral Resources (Qld) Pty Ltd	\$ 264,167.18	2
Pioneer North Queensland Pty Ltd	\$ 264,100.00	3
FGF Bitumen Pty Ltd	\$ 272,364.00	4

**Preferred Tender:**

Based on both quantitative and qualitative criteria assessment, NQ Asphalt Pty Ltd was assessed as the recommended tenderer for Contract TMS2019-25 - 2019/20 Asphalt Overlay.

**RISK IMPLICATIONS****Infrastructure and Assets**

The works scheduled are on Council owned and operated assets and will be capitalised against the asset at the completion of the program.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Tenders were sought in accordance with Council's Procurement Policy.

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

\$203,109.09 (ex GST) contract value. The additional costs associated with site preparation, contract management, and project contingencies are also catered for in the budget.

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

Yes. Included in the 2019/20 Capital Works budget.

***Operating***

Nil

**LINK TO CORPORATE PLAN**

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

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

**IMPLEMENTATION/COMMUNICATION**

Tenderers will be notified of the outcome of this report in writing. Advice will be provided to residents and businesses affected by any activities associated with the project.

## APPENDIX A – Locality Maps



### 19-20 Asphalt Program Mareeba - Abbott St North

© 2019 Mareeba Shire Council (MSC). Based on or contains data provided by MEC and the State of Queensland Department of Natural Resources, Mines & Energy (DNRM) [2019]. In consideration of these agencies permitting use of this data you acknowledge and agree that these agencies give no warranty in relation to the data (including accuracy, reliability, completeness, currency or suitability; and accept no liability (including without limitation, liability in negligence) for any loss.



FNQROC: General Specification: Construct Only (Standard Risk)  
Issue: 1.3  
Effective Date: November 2018

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**19-20 Asphalt Program  
Kuranda - Rob Veivers Dr**

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FNQROC: General Specification: Construct Only (Standard Risk)  
Issue: 1.3  
Effective Date: November 2018

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## 7. Appendix A - proposed program of works

2019-20 Asphalt Programme									
Mareeba									
The works on Abbott St will impact on traffic attending the Mareeba State High School (School) and the Other community facilities in this location. If these works are awarded, they will need to be completed during the period that the School is not in operation or on days that do not clash with events at the nearby community facilities									
Road Name	Reference point	Locality	Start Chainage	End Chainage	Length	Width	Area (m2)	Reseal Type	Comments
Abbott Street	Northern End past Emmerson St	Mareeba	375.0	686.0	311.0	12.0	3732	DG10 Asphalt	35mm Overlay
Abbott Street	Northern End past Emmerson St	Mareeba	-	-	18.0	3.0	54	Mill/Fill	35mm Mill/Fill
Abbott Street	Northern End past Emmerson St	Mareeba	-	-	50.0	1.5	75	Mill/Fill	35mm Mill/Fill
Abbott Street	Northern End past Emmerson St	Mareeba	-	-	31.0	8.5	263.5	Mill/Fill	35mm Mill/Fill
Abbott Street	Northern End past Emmerson St	Mareeba	-	-	10.0	4.0	40	Mill/Fill	75mm Mill/Fill
Abbott Street	Northern End past Emmerson St	Mareeba	-	-	8.5	5.5	46.75	Mill/Fill	75mm Mill/Fill
Abbott Street	Northern End past Emmerson St	Mareeba	-	-	4.0	3.0	12	Mill/Fill	75mm Mill/Fill

<b>Kuranda (Nightworks) Mill/Fill</b> These works will be carried out between the hours of 5pm and 4am, due to the impact on the town centre and high traffic volumes outside of these times, if awarded.									
<i>Road Name</i>	<i>Reference point</i>	<i>Locality</i>	<i>Start Chainage</i>	<i>End Chainage</i>	<i>Length</i>	<i>Width</i>	<i>Area (m2)</i>	<i>Reseal Type</i>	<i>Comments</i>
Rob Veivers Drive	Kennedy Hwy	Kuranda	-	-	19.0	4.7	88.35	Mill/Fill	35mm Mill/Fill
Rob Veivers Drive	Kennedy Hwy	Kuranda	-	-	13.0	1.6	20.8	Mill/Fill	35mm Mill/Fill
Rob Veivers Drive	Kennedy Hwy	Kuranda	-	-	50.0	4.5	225	Mill/Fill	35mm Mill/Fill
Rob Veivers Drive	Kennedy Hwy	Kuranda	-	-	13.0	3.2	41.6	Mill/Fill	35mm Mill/Fill
Rob Veivers Drive	Kennedy Hwy	Kuranda	-	-	5.0	3.0	15	Mill/Fill	35mm Mill/Fill
Rob Veivers Drive	Kennedy Hwy	Kuranda	-	-	5.5	3.5	19.25	Mill/Fill	35mm Mill/Fill
Rob Veivers Drive	Kennedy Hwy	Kuranda	-	-	26.0	5.5	143	Mill/Fill	35mm Mill/Fill

<b>Kuranda (Nightworks) DG10 Asphalt</b> - These works will be carried out between the hours of 5pm and 4am, due to the impact on the town centre and high traffic volumes outside of these times.									
<i>Road Name</i>	<i>Reference point</i>	<i>Locality</i>	<i>Start Chainage</i>	<i>End Chainage</i>	<i>Length</i>	<i>Width</i>	<i>Area (m2)</i>	<i>Reseal Type</i>	<i>Comments</i>
Therwine Street Roundabout	Therwine St Ch 231	Kuranda	0.0	78.0	78.0	10.0	780	DG10 Asphalt	35mm Overlay
Thoorree Street	Therwine St	Kuranda	0.0	20.0	20.0	14.3	285	DG10 Asphalt	35mm Overlay
Rob Veivers Drive	Kennedy Hwy	Kuranda	1040.0	1090.0	50.0	8.0	400	DG10 Asphalt	35mm Overlay
Rob Veivers Drive	Kennedy Hwy	Kuranda	1090.0	1120.0	30.0	6.5	195	DG10 Asphalt	35mm Overlay
Rob Veivers Drive	Kennedy Hwy	Kuranda	1120.0	1148.0	28.0	13.6	380.8	DG10 Asphalt	35mm Overlay
Rob Veivers Drive	Kennedy Hwy	Kuranda	1148.0	1250.0	102.0	16.5	1683	DG10 Asphalt	35mm Overlay
Rob Veivers Drive	Kennedy Hwy	Kuranda	1270.0	1295.0	25.0	7.5	187.5	DG10 Asphalt	35mm Overlay

Full-service rates provided by the Tenderer shall fully cover all the obligations of the Contractor under the Contract. The works program in this Appendix (Appendix A), provides details of individual site-specific work requirements listings locations and areas to assist with Tender evaluation and submission, and is indicative only.

The asphalt quantity estimates listed in the Returnable Schedule F also include a rough estimate of mill/ fill asphalt fill quantities for the locations identified in the works program.

The works program may be increased or reduced depending on Council budget availability.





**9.5 QMSC2019-07 BARANG STREET RENEWAL PROJECT - COMMUNITY HOUSING**

**Date Prepared:** 9 December 2019  
**Author:** Manager Technical Services  
**Attachments:** Nil

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**EXECUTIVE SUMMARY**

Council previously invited quotations from suitably qualified contractors to undertake the structural upgrade and remedial building works to six (6) Community Housing units in Barang Street, Kuranda.

At its 18 September 2019 Ordinary Meeting, Council voted not to award the Contract and instead seek alternative arrangements for the delivery of the works. Officers subsequently invited further quotations for the work.

This report seeks to inform Council of the assessment and recommends the appointment of a Contractor to undertake the work.

**RECOMMENDATION**

That Council engages Smith and Sons to undertake refurbishment works on the community housing units in Barang Street, Kuranda to a value of \$149,114.38 (excluding GST).

**BACKGROUND**

Council previously invited quotations from suitably qualified contractors to undertake the refurbishment of six (6) community housing units in Barang Street, Kuranda, closing 1 August 2019.

Three (3) quotations were received, all of which exceeded the project's original budget. At the Ordinary Meeting on 18 September 2019, Council resolved to not award the Contract and instead seek alternative arrangements for the delivery of the works.

A revised budget was allocated to the project, with the intention of Council engaging individual trades and managing the contractors using Council staff. Unfortunately, individual trades failed to provide offers for the various elements of work, which resulted in the Council officers sourcing quotations.

Two (2) contractors undertook inspections of the project site, however only one (1), Smith and Sons, provided a quotation with the second, Osborne Constructions, choosing not to submit an offer.

Smith and Sons provided a price of \$149,114.38 (excluding GST) for the works.

The scope of works provided to Smith and Sons for pricing is comparable to the scope of the original tender however offers a significantly lower price. It is proposed to engage Smith and Sons to deliver the works.

**RISK IMPLICATIONS**

Nil

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

\$149,114.38 (ex GST) contract value. Additional costs associated with contract management, and project contingencies will be required and can be funded within budget.

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

Yes

**LINK TO CORPORATE PLAN**

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

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

**IMPLEMENTATION/COMMUNICATION**

Smith and Sons will be notified in writing of the resolution.

**9.6 QUOTATION AWARD - VP153993 REPLACEMENT OF PLANT - ROLLER**

**Date Prepared:** 9 December 2019  
**Author:** Manager Technical Services  
**Attachments:** Nil

**EXECUTIVE SUMMARY**

Council invited quotations for supply and delivery of one (1) multi-tyred roller as part of the plant replacement program included in the 2019/20 budget.

This report seeks to inform Council of the assessment of quotation submissions and provide recommendation on award of the quotation.

**RECOMMENDATION**

That Council:

1. approves the purchase of one (1) Caterpillar CW 34 Roller at a value of \$181,000 (excluding GST); and
2. authorises the disposal by Auction of Asset 210 Ammann multi-tyred roller.

**BACKGROUND**

Procurement of the multi-tyred roller is part of Council's plant replacement program under the 2019/20 Capital Works Budget. The roller is to replace the Asset 210 Ammann multi-tyred roller which was purchased in 2007 and has reached the end of its functional life. The roller is used by Council's Road Maintenance Teams for maintenance of the unsealed road network.

Quotations were invited from selected suppliers through Local Buy Vendor Panel Request for Quotation VP153993 for supply of one (1) Multi-tyred Roller.

Five (5) submissions were received.

Supplier	Plant	Price (ex GST)	Ranking
Hastings Deering	Caterpillar CW 34	\$181,000	1
BT Equipment	Bomag BW 27RH	\$168,000	2
GCM Agencies	Multi Pac 524 H	\$148,000	3
Construction Equipment Australia	Dynapac CP 2100W	\$179,000	N/A
Conplant	Amann Roller (3 options); ART 280 HT AP 240 HT AP 240	\$189,000 \$166,000 \$159,000	N/A

Registration and CTP insurance are excluded from the quoted price, as this is calculated at delivery to Council's common registration renewal date in March each year and is common for all quotes.

After-market equipment will be installed by Council's workshop staff at the time of vehicle change over and prior to delivery to the end user of the vehicle. The estimated cost of this equipment is \$1,500 and is generally common for all quotes.

Based on both quantitative and qualitative criteria assessment, Hastings Deering is the recommended supplier for Quotation VP153993 supply and delivery of one (1) multi-tyred roller.

Whilst the recommended Roller is not the lowest price other qualitative factors result in it being evaluated as the best option for Council.

**RISK IMPLICATIONS**

Nil

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

*Local Government Regulation 2012* and Council Procurement Policy.

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

Procurement of identified plant is included in the 2019/20 Capital Budget and remains within the approved budget.

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

Yes.

**LINK TO CORPORATE PLAN**

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

**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**

Successful and unsuccessful tenderers will be notified.

**9.7 QUOTATION AWARD - VP163448 REPLACEMENT OF PLANT - MOWER**

**Date Prepared:** 25 November 2019  
**Author:** Manager Technical Services  
**Attachments:** Nil

**EXECUTIVE SUMMARY**

Council has invited quotations for the supply and delivery of one (1) four-wheel drive 72 inch out front mower as part of the plant replacement program included in the 2019/20 budget. Quotations closed on 21 October 2019 and two (2) submissions were received.

This report seeks to inform Council of the assessment of quotation submissions and provide recommendation on award of the quotation.

**RECOMMENDATION**

That Council:

1. endorses the purchase of one (1) new Kubota 72-inch, 4x4 out front mower from Kubota Australia through Casali's Stihl Shop Mareeba for \$29,691.81 (excluding GST); and
2. authorises the disposal by Auction of Asset 4052 Kubota 4x4, 72-inch out front mower.

**BACKGROUND**

Procurement of the mower is part of Council's annual plant replacement program under the 2019/20 Capital Works Budget.

A replacement mower is required for Asset No 4052 which is used by Council's Parks and Gardens group in Dimbulah. On receipt of the replacement plant, Council Officers will seek to dispose (by auction) the aged fleet.

Quotations were invited from selected suppliers through the Local Buy Vendor Panel Request for Quotation (RFQ) VP163448, for the supply and delivery of one (1) 72-inch 4x4 out front mower. Quotations closed on 21 October 2019.

Suppliers invited to submit quotations included, Kubota Australia PTY LTD, John Deere Limited and Toro Australia Group Sales, via their dealer representatives in the local area.

Quotations were received from two (2) suppliers with a third supplier not providing a submission by close of quotation period.

Supplier	Vehicle	Price (ex GST)	Ranking
Casali's Stihl Shop Mareeba	Kubota F 3690	\$29,691.81	1
Honeycombes (Tolga)	John Deere 1570	\$35,019.06	2

Registration and CTP insurance are excluded from the quoted price, as this is calculated at delivery to Council's common registration renewal date in March each year and is common for all quotes.



After-market equipment will be installed by Council's workshop staff at the time of vehicle change over and prior to delivery to the end user of the vehicle. The estimated cost of this equipment is \$1,500 and is generally common for all quotes.

Based on both quantitative and qualitative criteria assessment, Casali's Stihl Shop Mareeba is the recommended supplier for Quotation VP163448 supply and delivery of one (1) 72-inch out front mower.

#### **RISK IMPLICATIONS**

Nil

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

*Local Government Regulation 2012 and Council Procurement Policy.*

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

##### ***Capital***

Procurement of identified plant is included in the 2019/20 Capital Budget of Council and remains within the approved budget.

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

Yes.

##### ***Operating***

Procurement relates to the replacement of existing fleet, no additional operational plant anticipated.

***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.

**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**

Successful and unsuccessful tenderers will be notified.

**9.8 MAREEBA AIRPORT UPGRADING - NOVEMBER 2019 FINAL PROGRESS REPORT**

**Date Prepared:** 9 December 2019  
**Author:** Manager Technical Services  
**Attachments:** Nil

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**EXECUTIVE SUMMARY**

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

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

This is the final progress report for this project. Remaining updates will be provided as part of the Technical Services monthly report.

**RECOMMENDATION**

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

**BACKGROUND**Funding

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

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

Programme and Progress

November 2019 saw the completion of major works and the official opening of Stage 2 being undertaken, with representation from all levels of Government.

The contractor has applied for practical completion effective 5 December 2019 based on works being handed over fit-for-purpose, including opening of the upgraded runway, new taxiways and commissioning of the airfield lighting.

Aviation Commercial Precinct Leasing Opportunities

There has been substantial interest in leasing sites in the new aviation industrial park. Council is progressing applications to lease 7 lots to date, and a further 22 lots are on hold for prospective lessees who have expressed interest in leasing a site. Further lease applications expected now that the project is complete.

### Expenditure

The maximum final cost for the project is \$24,585,000. As advised in previous reports, an overrun of costs has occurred. These higher than originally anticipated costs relate to on-ground conditions (rock and unsuitable subgrade) which had significant cost impacts on the aviation industrial park and then subsequently the construction of a parallel taxiway and provisional works for compliance with CASA requirements.

The total value of works for the Airport Project is \$24,585,000 of which \$23,000,000 was Australian and Queensland Government funded. To fund the additional \$1,585,000 required to complete the project, it is proposed that Council utilise loan funding. A loan is a suitable funding mechanism as this is a commercial venture that will return funds to Council in the long term. The loan funds can be sourced from the proposed loan included in the 2019/20 financial budget and is now not required for the Mareeba Industrial Park (MIP) expansion project.



*Eastern Precinct and approach from Kennedy Highway (20 November 2019)*



*Aviation Industrial Park (20 November 2019)*





*Councillor Tom Gilmore, Senator Susan McDonald (Qld), Ms Cynthia Lui MP (Cook), Senator the Hon James McGrath (Qld), Hon Warren Entsch MP (Leichhardt) (20 November 2019)*

## **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.

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

The contract was 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 and cost overruns are 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.

## 9.9 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES MONTHLY ACTIVITIES REPORT - NOVEMBER 2019

**Date Prepared:** 2 December 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 November 2019.

### RECOMMENDATION

That Council:

1. receives the Infrastructure Services, Technical Services Monthly Report for the month of November 2019; and
2. approves the reallocation of funds within the Fleet Budget to facilitate the refurbishment of the transmission in Grader 7.

### BACKGROUND

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

BUDGET	
2019/20 Capital Works Reallocations	<ul style="list-style-type: none"> <li>• New Project - Grader 7 - Transmission Refurbishment               <ul style="list-style-type: none"> <li>○ Reallocation of Funds from savings in the following;                   <ul style="list-style-type: none"> <li>▪ CP00530 Roller Replacement</li> <li>▪ CP00536 Vehicle Replacement</li> <li>▪ CP00532 Vehicle Replacement</li> <li>▪ CP00538 Mower Replacement</li> </ul> </li> </ul> </li> </ul>
DESIGN	
2017/18 Capital Works	<ul style="list-style-type: none"> <li>• Anzac Avenue, Mareeba / Ceola Drive Intersection - Detailed design complete and forwarded to Works for construction</li> </ul>
Works for Queensland Rd 3	<ul style="list-style-type: none"> <li>• Bailey Street, Mareeba - Detailed design complete and forwarded to Works for construction</li> </ul>
2018/19 Capital Works	<ul style="list-style-type: none"> <li>• Mareeba Industrial Estate (Stage 16B) - Keegan and Effley Streets Extension - Ongoing technical support being provided to construction</li> <li>• Asphalt/Reseal Program - Provide ongoing assistance with pavement marking setout</li> </ul>
2019/20 Capital Works	<ul style="list-style-type: none"> <li>• WWII Markers - Markers installed</li> <li>• Mareeba Cemetery Mausoleum - RPEQ drawings finalised and prepared</li> <li>• Jum Rum Walking Trail, Kuranda - Detailed design</li> </ul>

	<ul style="list-style-type: none"> <li>• Anzac Avenue, Mareeba, Pedestrian Crossing - Detailed design commenced</li> <li>• Pickford Road, Bibbohra - Detailed Design commenced</li> </ul>
Miscellaneous	<ul style="list-style-type: none"> <li>• Investigations - Provide technical assistance as required</li> <li>• NHVR Turnpaths</li> <li>• Traffic Counter installation</li> <li>• GIS Rural Address installation</li> <li>• DBYD Plans</li> <li>• Fire Evacuation Plans - Rankin Street</li> <li>• As Constructed information plans for internal and external customers</li> <li>• Kuranda Cemetery - Concept Plans</li> </ul>

<b>SURVEY</b>	
2018/19 Capital Works	<ul style="list-style-type: none"> <li>• Mareeba Aerodrome Upgrade - New lot boundary survey</li> <li>• Mareeba Industrial Estate (Stage 16B) Keegan and Effley Street Extension - Construction setout</li> </ul>
2019/20 Capital Works	<ul style="list-style-type: none"> <li>• Malone Road, Mareeba - Drainage construction setout</li> <li>• Lerra Street, Mareeba - Detailed survey</li> </ul>
Works for Queensland Rd 3	<ul style="list-style-type: none"> <li>• Bailey Street, Mareeba - Construction setout</li> </ul>
Miscellaneous	<ul style="list-style-type: none"> <li>• Mareeba Landfill - Survey volume pick-up</li> <li>• BDR Project for TMR - Survey construction setout</li> </ul>

<b>SUBDIVISIONS AND INVESTIGATIONS</b>	
Subdivisions (Under Construction)	<ul style="list-style-type: none"> <li>• 3 Hilltop Close, Kuranda <ul style="list-style-type: none"> <li>○ Ergon to relocate pillar box</li> <li>○ Erosion protection controls in the easements being implemented</li> </ul> </li> <li>• Clean Choices Carwash, Mareeba <ul style="list-style-type: none"> <li>○ Road edge widening constructed on northern side of Lerra Street (as constructed information to be presented)</li> </ul> </li> </ul>
On-Maintenance (Monitoring for 12 months as the Defects Liability Period prior to becoming a Council Asset)	<ul style="list-style-type: none"> <li>• Bundanoon Stage 2</li> <li>• Mareeba Roadhouse and Accommodation Park, Williams Close</li> <li>• The Edge Stage 2A (Antonio Drive, Mareeba)</li> <li>• 10 James Street, Mareeba - Road widening</li> <li>• Amaroo Stage 10</li> <li>• Mt Emerald Wind Farm Portion B (Private entrance repairs)</li> </ul>
Off-Maintenance	Nil
Operational Works	<ul style="list-style-type: none"> <li>• 112 Barnwell property, ongoing monitoring of; <ul style="list-style-type: none"> <li>○ Dam construction completed and being monitored</li> <li>○ Access completed and monitoring underway</li> <li>○ Nature Base Tourism Works (MCU/17/0012) completed and being monitored</li> </ul> </li> </ul>



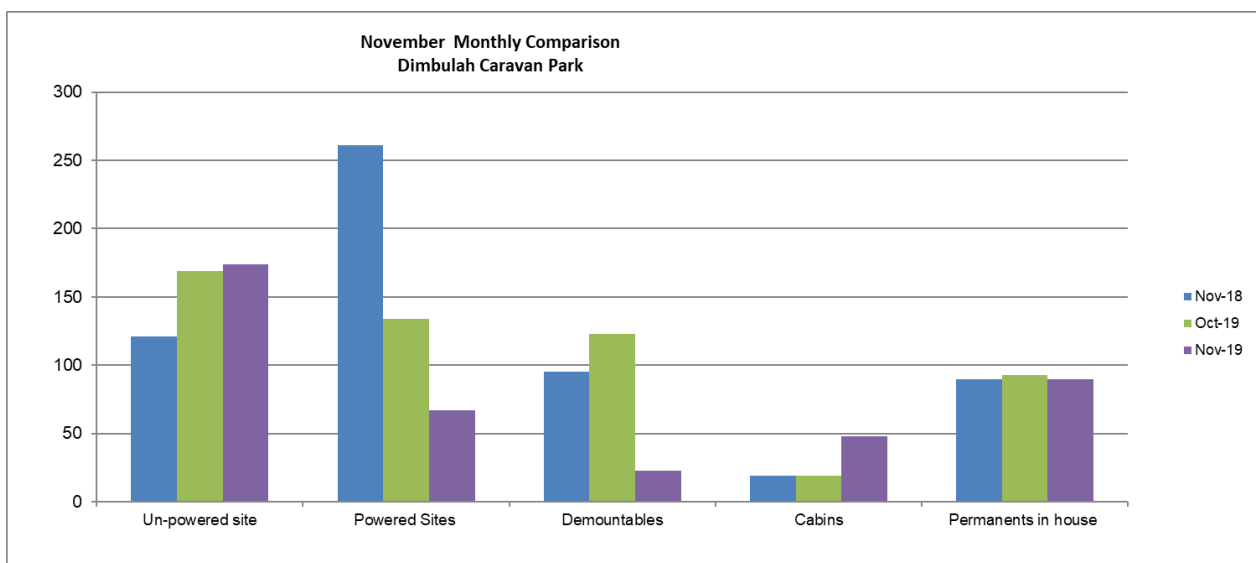
PROJECT MANAGEMENT	
Civil	<p><u>2019/20 Asphalt Program</u></p> <ul style="list-style-type: none"> <li>• Tender for Works - Nov 2019.</li> <li>• Seek Award - Dec 2019.</li> </ul> <p><u>2018/19 Reseals Asphalt Program</u></p> <ul style="list-style-type: none"> <li>• Awarded to NQ Asphalt, commenced early July</li> <li>• Close out - Dec 2019.</li> </ul> <p><u>2019/20 Reseals Bitumen</u></p> <ul style="list-style-type: none"> <li>• FNQROC contract extension awarded to FGF.</li> </ul> <p><u>Chettle Road, Arriga</u></p> <ul style="list-style-type: none"> <li>• Tender Stabilisation Projects, seek award December 2019.</li> </ul> <p><u>KIAC Therwine Street Redevelopment</u></p> <ul style="list-style-type: none"> <li>• Capitalisation and close-out, minor defects to be addressed</li> </ul> <p><u>KIAC Kuranda Wayfinding Signage</u></p> <ul style="list-style-type: none"> <li>• Design submitted to KIAC for comment.</li> <li>• Quotations for fabrication of signage to be prepared.</li> </ul> <p><u>KIAC Kuranda Barron Falls Walking Trail</u></p> <ul style="list-style-type: none"> <li>• Ongoing engagement with Queensland Parks and Wildlife Service, Wet Tropics Management Authority and Native Title Stakeholders.</li> <li>• Construction contract awarded.</li> </ul>
Building	<p><u>Barang Street Unit Renewals:</u></p> <ul style="list-style-type: none"> <li>• Sourcing new quotations for amended scope of works, to be presented to 18 December 2019 Council Meeting.</li> </ul> <p><u>Mareeba Mausoleum Wall:</u></p> <ul style="list-style-type: none"> <li>• Tenders for construction close Nov 2019.</li> <li>• Seek Award - December 2019. <ul style="list-style-type: none"> <li>○ New funding required from Cemetery Reserve.</li> </ul> </li> </ul> <p><u>Kuranda Recreation Centre:</u></p> <ul style="list-style-type: none"> <li>• Ongoing investigation of building defects</li> <li>• Builders engaged to undertake remedial works.</li> </ul> <p><u>Mareeba &amp; Dimbulah Filtration Contract:</u></p> <ul style="list-style-type: none"> <li>• Mareeba pool filtration project PC - pool opened</li> <li>• Dimbulah pool filtration project PC - pool opened</li> </ul> <p><u>Rifle Creek Rest Area, Mt Molloy:</u></p> <ul style="list-style-type: none"> <li>• Investigation of possible improvements to septic system</li> </ul> <p><u>Depot - Various:</u></p> <ul style="list-style-type: none"> <li>• Chillagoe - Contractor engaged shed renewal.</li> <li>• Mareeba - Contractor engaged repaint external building.</li> <li>• Mareeba - P&amp;G shed renewal quotations sought.</li> <li>• Mareeba - Quotations sourced for Air-Conditioner renewal project - Kowa St &amp; Rankin St.</li> <li>• Mt Molloy - Contractor engaged to repair roof (Ridge capping etc)</li> </ul> <p><u>Kuranda Aquatic Centre:</u></p> <ul style="list-style-type: none"> <li>• Contractor engaged to waterproof pump/filter shed.</li> </ul>

NDRRA/DRFA	<p>6-10 March 2018 Event:</p> <ul style="list-style-type: none"> <li>• All Restoration Works to reach practical completion by end of 2019.</li> </ul> <p>25 January - 14 February 2019 Event:</p> <ul style="list-style-type: none"> <li>○ Emergent Works completed June 2019. Claim submitted</li> <li>○ Immediate Works Claim submitted.</li> <li>○ Reconstruction of Essential Public Assets (REPA) Claims; <ul style="list-style-type: none"> <li>▪ Western Area - Submitted</li> <li>▪ Mid-Western Area - Submitted</li> <li>▪ Dimbulah Area - Submitted</li> <li>▪ Eastern Area - To be submitted Dec 2019.</li> </ul> </li> <li>○ Tenders for REPA claims to be invited from Dec 2019.</li> <li>○ Bowers Street Reconstruction claim revised by QRA and approved. Tenders for construction will be invited in Dec 2019. This tender will be in two (2) parts, one (1) for the REPA only and one (1) for betterment. Council will then be able to decide the extent of work they wish to have constructed.</li> </ul>
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## FACILITIES

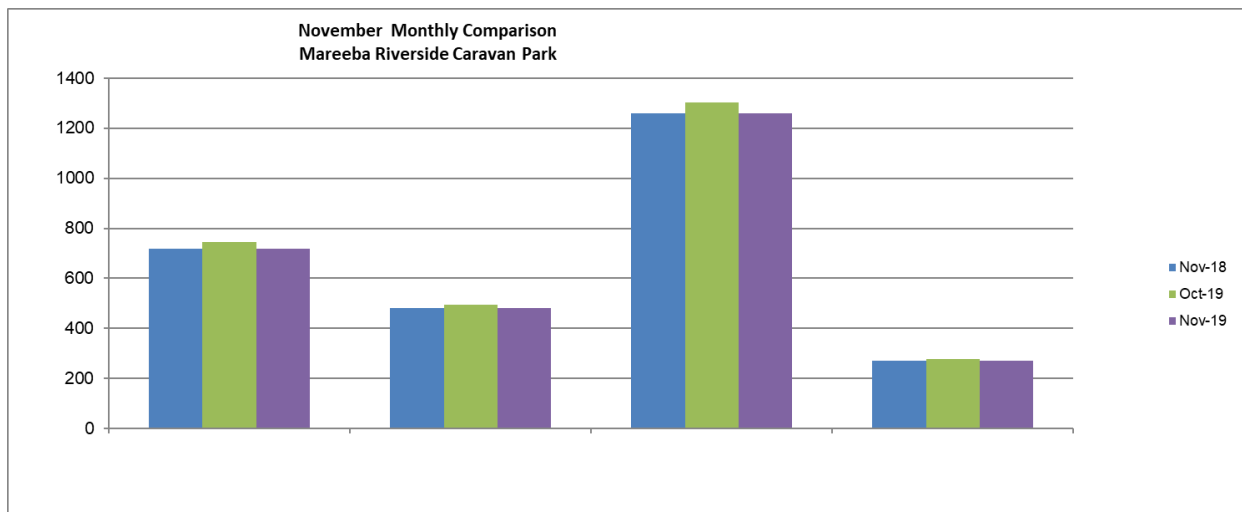
Dimbulah Caravan Park

Total of bookings for November 2019 - 402



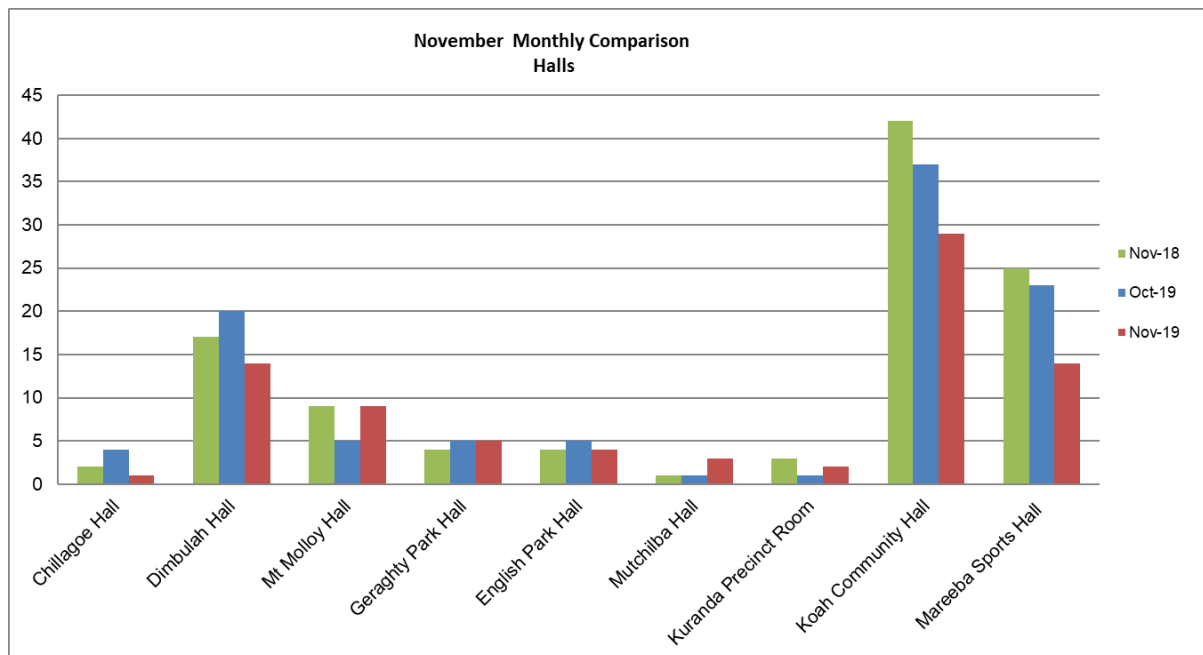
Mareeba Riverside Caravan  
Park

Total of bookings for November 2019 - 2730



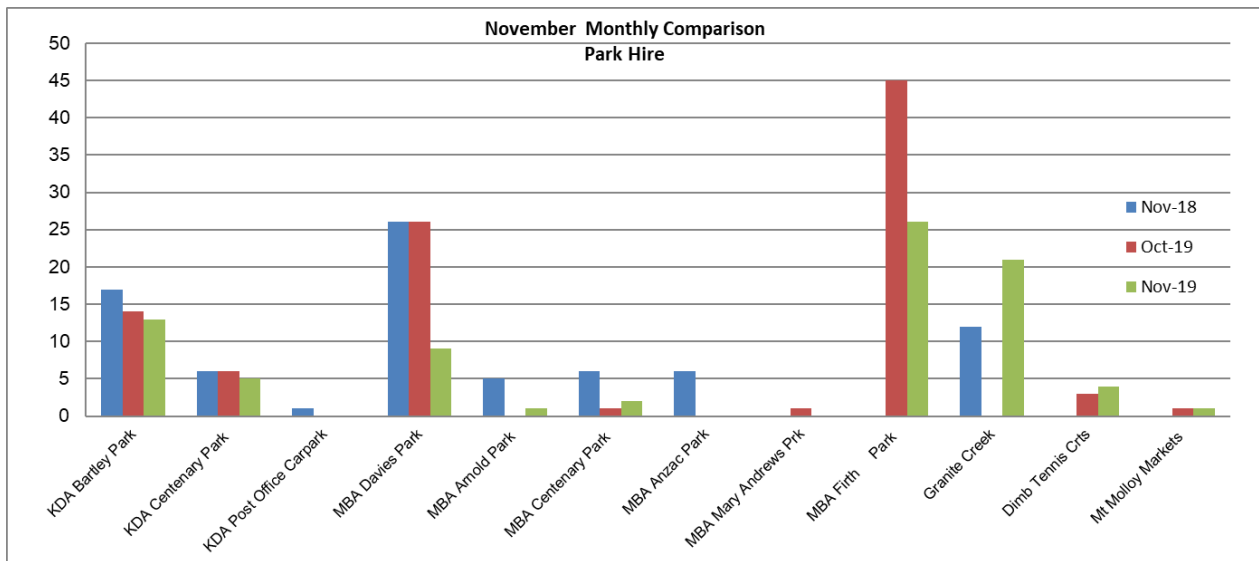
Public Halls

Total of hall bookings for November 2019 - 81



Park Hire

A total of park bookings for November 2019 - 82



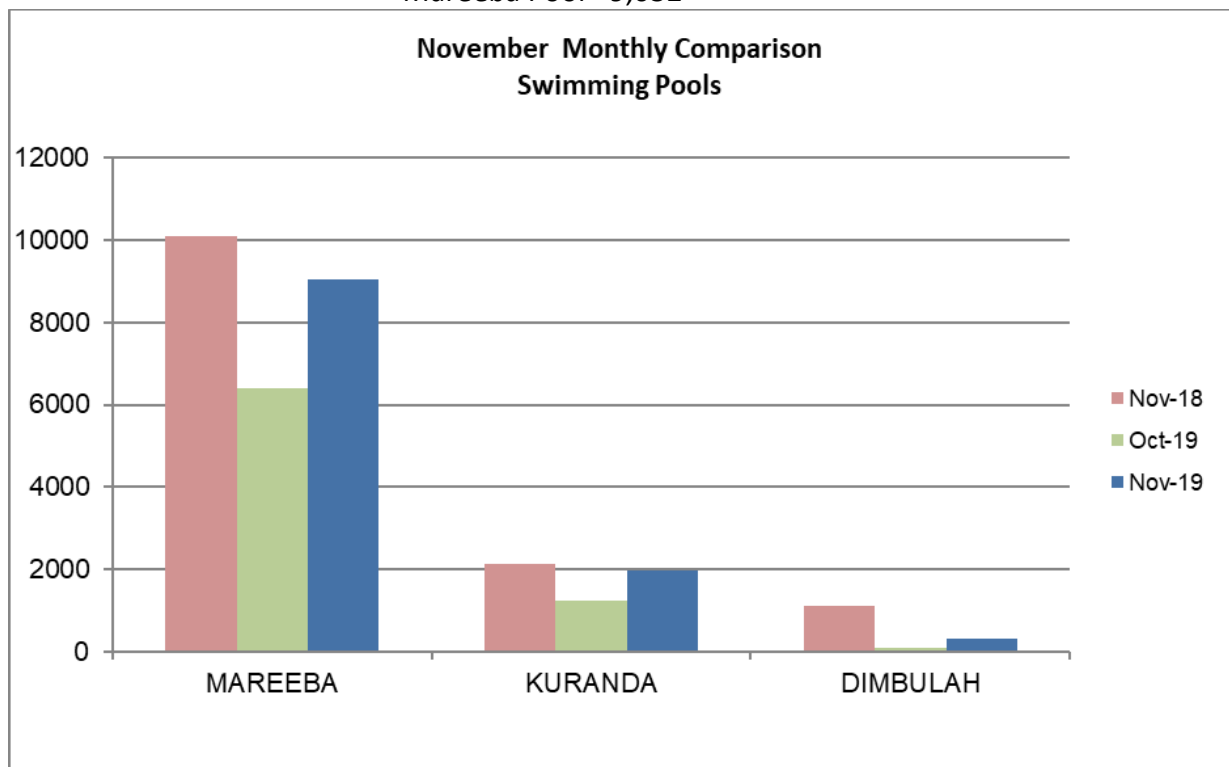
Swimming Pools

Total of patron entries for November 2019

Kuranda Aquatic Centre - 1,957

Dimbulah Pool - 327

Mareeba Pool - 9,052



VANDALISM & GRAFFITI		
Financial Year	Actuals	Comments
2015/16	\$ 2,134.00	During November three (3) reports of vandalism were recorded.  • Mareeba Borzi Park • Mareeba Sports Hall • Mareeba CWA restrooms and toilets
2016/17	\$ 16,546.00	
2017/18	\$ 23,948.00	
2018/19	\$ 14,851.00	
2019/20	\$ 10,261.05	
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.

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

**IMPLEMENTATION/COMMUNICATION**

Nil





**9.10 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - NOVEMBER 2019****Date Prepared:** 2 December 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 November 2019.

**RECOMMENDATION**

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

**BACKGROUND****Maintenance Activities**

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

Description	Activity
Ootann Road, Almaden	Grading unsealed roads
Pickford Road, Bibohra	Bitumen patching, grading unsealed roads
Clacherty Road, Julatten	Grading unsealed roads, slashing
Hillview Road, Julatten	Grading unsealed roads
McDougall Road, Julatten	Culvert repairs
McLeans Bridge Road, Julatten	Grading unsealed roads
Morrish Road, Julatten	Grading unsealed roads
Mount Lewis Road, Julatten	Clean inlet/outlets culverts, culvert repairs, slashing
Nine Mile Road, Julatten	Culvert repairs
Pinnacle Road, Julatten	Grading unsealed roads, slashing
Rasmussen Road, Julatten	Grading unsealed roads
Black Mountain Road, Julatten	Grading unsealed roads, slashing
Boggy Creek Road, Julatten	Clean inlet/outlets culverts, grading unsealed roads
Barron Falls Road, Kuranda	Bitumen patching, road furniture, slashing
Black Mountain Road, Kuranda	Grading unsealed roads, road inspections, slashing
Boyles Road, Kuranda	Slashing
Meeroo Street, Kuranda	Bitumen patching, grading unsealed roads, road furniture, road inspections
Myola Road, Kuranda	Bitumen patching, grading unsealed roads, road furniture, slashing
Oak Forest Road, Kuranda	Slashing

Description	Activity
Rob Veivers Drive, Kuranda	Concrete footpath maintenance, drainage general road maintenance, mowing, road furniture, slashing, tree clearing / vegetation management
Shiva Close, Kuranda	Clean inlet / outlets culverts, culvert repairs
Kuranda Cemetery Access	Road furniture, slashing
Christensen Road, Kuranda	Grading unsealed roads, slashing
Byrnes Street, Mareeba	Concrete footpath maintenance
Byrnes Street (North), Mareeba	Concrete footpath maintenance
Kay Road, Mareeba	Bitumen patching
Malone Road, Mareeba	Slashing, tree clearing / vegetation management
Main Street, Mt Molloy	Road furniture, slashing
Wetherby Road, Mt Molloy	Culvert repairs, grading unsealed roads

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

Annual Budget	Year to Date Budget	Year to Date Actual
\$3,541,417	\$1,444,684	\$1,661,611

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**

Construction works continued on Stage 16B at the Mareeba Industrial Park during November. Installation of Ergon, Telstra and NBN conduiting has been completed and pavement works have commenced.

It is expected that by the end of December, the subbase layer will be in place, and kerb and channel on Effley Street and the northern side of Keegan Street will be installed.

The work crew will return on 6 January 2020 to complete the remaining kerb and channel on the southern side of Keegan Street, form and pour the concrete inlet pits, lay the base gravel, asphalt seal the project and install the street lighting.

All storm water pits will be opened prior to closing the site for the Christmas break to reduce the impact of any weather events.





### 2018/19 - 2019/20 Gravel Re-Sheet Programs

In late November, work commenced on gravel re-sheeting the Dimbulah airstrip. The re-sheet is 900m long by 10m wide with a gravel depth of 130mm. The works will be completed early December.

The Type 4.3 road base material was purchased using the 2018/19 Capital Works Re-Sheet budget with the labour and plant required being charged against the 2019/20 Capital Works Re-Sheet budget.





**3<sup>rd</sup> Party Works: DTMR CN-7741 Almaden - Chillagoe Sealing Project**

Construction works on the upgrade of the Burke Developmental Road, Ch 584.150 to Ch 585.857, was completed on 18 November 2019.

The combination of this project and the recently completed RoadTek project leaves 11.051km of the Burke Development Road unsealed east of Chillagoe.

Including approved variations to the contract, the works carried out by Mareeba Shire Council were completed at a cost of 5% over the original estimate of \$1.39M.







### Works for Queensland 3: Bailey Street, Mareeba - Road Widening and Upgrade

Construction work commenced in late November to widen the existing seal at Bailey Street to a nominal width of 7m.

The scope of works also include the replacement of damaged kerb and channel and the relocation of protective bollards and signage to establish a table drain on the northern side of the street.

The project is programmed for sealing on 10 December 2019.





### Malone Road - Reform Existing Drain

In early November, work commenced on reforming approximately 210m of drainage easement off Malone Road that has been subject to substantial scouring and erosion during previous wet seasons.

Large rock that was stockpiled at the corner of Zenel Road and Ray Road was broken down using an excavator and rock breaker and then carted to Malone Road. The material was used to rock line the reshaped drain and create check dams to reduce the velocity of run off water and protect the drain from further erosion.

The works were completed in mid-November with some savings compared to the budget allocation.



### TMR Routine Maintenance Performance Contract (RMPC)

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

Primary Location	Activity Name
89B-Burke Development Road	Medium formation grading (western) with extras and 2 water carts; excludes traffic control
	Repair or replace guard rail, barrier furniture
	Repair or replace guide markers
32A-Kennedy Highway	Rest area servicing
664-Mareeba - Dimbulah Road	Clean, straighten and/or paint guide markers
	Repair or replace guide markers
653-Mossman - Mt Molloy Road	Other furniture repairs
	Other surface drain work
	Roadside litter collection - rural

<b>34A-Mulligan Highway</b>	Clean, straighten and/or paint guide markers
	Culvert, pipe and pit work
	Emergency call out / traffic accident
	Other surface drain work
	Pavement repairs, bladmix/asphalt (minor less than 8 tonne) - includes traffic control
	Repair or replace guide markers
	Repair signs (excluding guide signs)
	Replace guardrail delineators
<b>34B-Mulligan Highway</b>	Other formation work
	Other vegetation control works
	Repair or replace guide markers
	Replace guardrail delineators
	Rest area servicing
	Roadside litter collection, rural

The claim to TMR for the month of November 2019 was still being finalised at the time of preparing this report but is estimated to be approximately \$179,000.

### **Parks and Gardens Section**

#### **Maintenance Activities**

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

<b>1. Location</b>
2. Library, CBD and Streets, Kuranda
3. Street Mowing, Mareeba
4. Esplanade, Kuranda
5. Arnold Park, Mareeba
6. Davies Park, Mareeba
7. Sunset/Sunbird Park, Mareeba
8. Rotary Park, Mareeba
9. Borzi Park, Mareeba
10. Furniture and Playground Equipment, Mareeba
11. Pool and Carpark, Mareeba
12. Mary Andrews Gardens, Mareeba

The table below shows the current budget position of Parks and Gardens operations for Mareeba Shire Council.

<b>Annual Budget</b>	<b>Year to Date Budget</b>	<b>Year to Date Actual</b>
\$1,945,559	\$813,295	\$731,224

#### **Capital Works:**

##### **Northern Town Entrance, Mareeba**

Approximately 1,100m of irrigation has been installed to water an avenue of 11 Ficus Benjamina trees that were planted in mid-November beside the Mulligan Highway at the northern entrance to Mareeba. This project was completed as part of the Shire Beautification Program.



The area was cleared of any existing trees that were struggling to survive and graded to allow for ease of slashing.



### **Gregory Terrace Park, Kuranda - Softfall and Playground Equipment Replacement**

Routine park and playground inspections identified that Gregory Terrace Park playground equipment was coming to the end of its useful life.

Quotations for replacement playground equipment were sought in August and the new equipment was installed in late November. The existing sand softfall will be replaced with certified bark softfall in early December.



### **Bridge Section**

#### **Maintenance Activities**

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

Structure	Road	Chainage	Area
Bridge	Kanervo Road	3656	Koah
Major Culvert	Bilwon Road	3320	Bibohra
Bridge	Black Mountain Road	1130	Kuranda
Bridge	Chapmans Road	600	Julatten
Bridge	Black Mountain Road	17831	Kuranda
Bridge	Black Mountain Road	5363	Kuranda
Major Culvert	Pine Close	950	Bibohra

Structure	Road	Chainage	Area
Major Culvert	Black Mountain Road	8890	Kuranda
Bridge	Black Mountain Road	15131	Kuranda
Bridge	Black Mountain Road	2526	Kuranda
Bridge	Oak Forest Road	593	Kuranda
Bridge	Black Mountain Road	469	Kuranda
Causeway	Black Mountain Road	21434	Kuranda
Major Culvert	LA Road	520	Kuranda
Bridge	Butchers Creek Road	572	Mt Carbine
Causeway	Black Mountain Road	21620	Kuranda
Bridge	Black Mountain Road	12908	Kuranda
Bridge	Little Road	307	Kuranda

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	\$262,702	\$193,105

### **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	\$193,843	\$200,264

**Parthenium Weed:** All known sites inspected and affected landowners were seen to be complying with their Biosecurity obligations.

**Multi Species Weeds Clean-up on the Upper Walsh Catchment:** Bellyache Bush, Rubber Vine, Physic Nut and Siam Weed are targeted for follow-up control treatment. Contributors to this work are the affected land managers, Council Land Protection Officers as well as the Tropical Weeds Research Team.

**Belly Ache Green:** This invasive pest plant is present on a property in Koah. The landowner is carrying out a removal program and Land Protection staff revisit to assist, carry out extended surveys and to ensure the weed is being effectively managed.

**Tramp Ants (Electric Ants and Yellow Crazy Ants):** Staff have received training in establishing sentinel sites at the waste transfer stations throughout the shire. Officers have been tasked with carrying out the surveillance, sending all suspect specimens away for identification and to alert the Biosecurity Tramp Ant Program of any positive identifications.

**Feral Pigs:** Land Protection officers attended a feral pig trapping workshop run by the Barron River Catchment Management Team. Other local government operators and Biosecurity Queensland officers were in attendance and discussions were held regarding the full suite of integrated control measures that can be employed to fight the feral pig problem.

Staff have conducted coordinated toxic bait laying programs during November on numerous fruit blocks in the Mareeba / Dimbulah area. Funding was obtained several years ago to purchase 6 'Hog Hoppers' that are designed to make baits available only to pigs. This is an effort to prevent off target deaths to any other animals. Council loan these to affected farmers throughout the shire.

**Wild dogs:** Coordinated wild dog baiting has taken place over six (6) primary production grazing properties to the west of Dimbulah. A total of 432,000 hectares has been treated with toxic meat baits.

**Rabbits:** Officers have targeted five (5) strategically located properties in the Mutchilba, Dimbulah and Petford/Irvinebank area for the introduction of the K 5 Rabbit Haemorrhagic Disease Virus. This chemical work ties in with earlier Callisivirus introduction work that has proven to be highly effective.

#### **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 CHILLAGOE WATER SUPPLY INVESTIGATION**

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

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**EXECUTIVE SUMMARY**

The purpose of this report is to inform Council of progress on investigation of an alternate bore water supply for Chillagoe township and to seek approval of funding to undertake further works.

**RECOMMENDATION**

That Council approves funding of \$150,000 from the water reserves to progress investigation of an alternate bore water supply for Chillagoe township.

**BACKGROUND**

Chillagoe water treatment plant is supplied by three (3) sub-artesian bores in the Chillagoe Formation that are fed from an aquifer approximately 50m deep. As this aquifer is unconfined, water supply is reliant on the annual wet season rainfall to replenish the groundwater. Due to the lack of rainfall in Chillagoe in recent years, the water levels in these bores have slowly receded.

Limited reliability of groundwater from these bores has resulted Council imposing Level 3 water restrictions on Chillagoe since November 2017. To ensure ongoing water security for Chillagoe, a project was approved in the 2019/20 capital works budget to investigate options for an alternative groundwater supply for Chillagoe.

Council officers were advised of an existing bore, approximately 100 metres deep located approximately 6 kilometres west of Chillagoe, just off the Burke Developmental Road (BDR). It is understood that this bore was drilled as part of mining exploration in the area.

The bore has been located, inspected, cleaned and tested in October 2019. The bore test yielded a constant 14 litres per second during the 100-hour test, which was deemed adequate compared with the target flow rate of 10 litres per second, based on the capacity of the Chillagoe water treatment plant.

The report on the 100-hour test contains a key recommendation, that before Council makes any decision in relation to the bore located six (6) kilometres from town, the bore should be retested at a much higher discharge rate in order to induce greater drawdown and stress the aquifers to gain a full understanding of long-term sustainability. Tenure of the land where the bore located will also need to be determined by survey. It was noted that the bore does not meet current construction standards and that additional works would need to be undertaken if it were to be used as a water supply source.

Furthermore, as this bore is located 6 kilometres from the township there would be substantial infrastructure needed to get the water to the Chillagoe water treatment plant. The most significant cost associated with establishing this bore for Chillagoe's water supply would be for the pipeline construction. There would also be substantial ongoing operational and maintenance costs associated with piping the water over this distance.

While the initial investigation indicates that the identified bore could feasibly provide water supply, further investigation is needed to verify this and this there would be significant cost associated with the pipework if Council proceeds with the eventual project.

Considering this, it has been proposed that further exploration for groundwater closer to Chillagoe may provide a more cost-effective solution. If Council can identify a reliable water supply closer to Chillagoe, there could be substantial savings associated with construction and operation of a shorter pipeline. In terms of whole-of-life cost, expenditure on further investigation is minimal compared with construction and operation of six (6) kilometres of pipeline.

The scope of the recommended further investigation would be to commence new groundwater investigations, first approximately two (2) kilometres from Chillagoe, moving further out to four (4) kilometres and then to alongside the initial bore located at six (6) kilometres if testing proves unsuccessful. Where test drilling indicates a potentially reliable water supply, Council would undertake a 100-hour bore test, as well as undertake survey, verification of land tenure and investigation of permanent power supply to the site. The cost of these investigations is estimated to be \$150,000.

The original \$35,000 budget allocation for the project to investigate the bore site has been exhausted through undertaking the preliminary investigation on the existing bore six (6) kilometres from town. Further funding is needed if Council wishes to progress the project beyond the initial investigation.

## **RISK IMPLICATIONS**

### **Infrastructure and Assets**

Limited reliability of ground water from the three (3) existing bores used to supply the Chillagoe water treatment plant has resulted Council imposing Level 3 water restrictions on Chillagoe since November 2017. To ensure ongoing water security for Chillagoe, an alternative groundwater supply is being investigated.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

### ***Capital***

The original \$35,000 budget allocation for the project to investigate the bore site has been exhausted through undertaking the preliminary investigation. Further funding is required to progress the investigation.

### ***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***

It is proposed to fund the investigation through water reserves.

## **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.

**IMPLEMENTATION/COMMUNICATION**

If further funding is approved, the outcomes of the investigation will be reported to Council.





**9.12 INFRASTRUCTURE SERVICES, WASTE OPERATIONS REPORT - NOVEMBER 2019**

**Date Prepared:** 3 December 2019  
**Author:** Manager Water and Waste  
**Attachments:** Nil

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**EXECUTIVE SUMMARY**

The purpose of this report is to summarise Council's Waste activities undertaken by the Infrastructure Services Department during the month of November 2019.

**RECOMMENDATION**

That Council:

1. receives the Infrastructure Services, Waste Operations Progress Report for November 2019; and
2. submits a grant application for \$56,702.85 under the Department of Environment and Science Regional Recycling Transport Assistance Package.

**BACKGROUND**

The following is a summary of the waste activities undertaken during the month of November 2019.

**1. Waste Operations**

- 4,001 vehicles entered Mareeba Waste Facility (to drop off or pick up waste)
- 404 vehicles deposited waste directly to Mareeba Landfill (total)
- 60 Suez vehicles deposited waste to Mareeba Landfill
- 36 Suez vehicles removed waste from Mareeba Waste Transfer Station (WTS) to ARRF facility in Cairns
- 115 m<sup>3</sup> of mulch was purchased from Mareeba WTS (all sales)
- All transfer stations and Mareeba landfill are currently operational
- Fuel from a contractor's excavator was stolen at the Kuranda Transfer Station. Police were informed.

**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 advance annual payment is projected to cover household costs over the entire year.

**3. Mareeba Waste Transfer Station Upgrade**

Work commenced on the reconfiguration of Mareeba Transfer Station in October and is expected to take approximately six (6) months to complete, figure 1 and 2.



- *Figure 1 Mareeba Waste Transfer Station Upgrade east view 2/12/19*



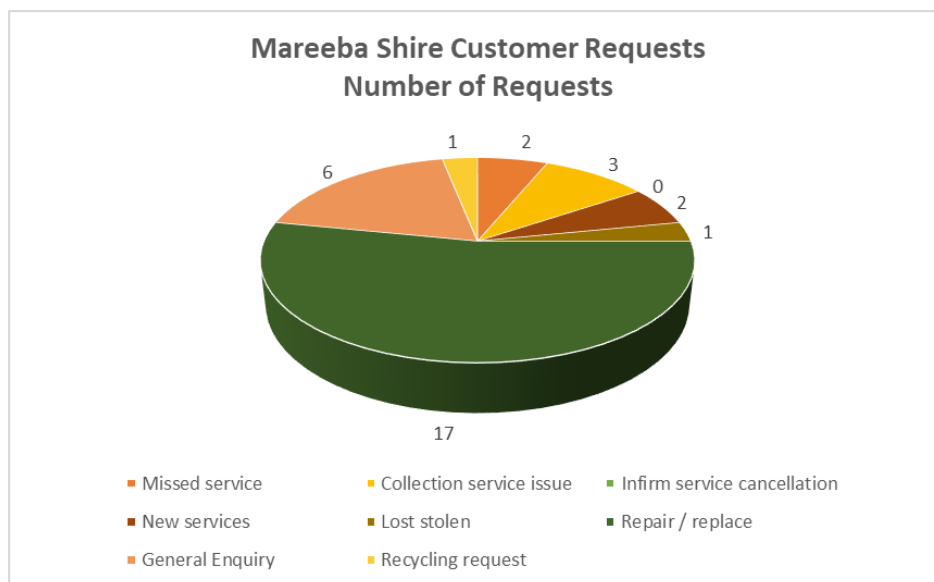
- *Figure 2 Mareeba Waste Transfer Station west view 02/12/19*

#### 4. Regional Recycling Transport Assistance Package

Council is applying for \$56,702.85 of funding under the Department of Environment and Science Regional Recycling Transport Assistance Package. If successful, the funding will assist Council in the cost of transporting recyclables until 30 June 2021.

#### 5. Customer Service Waste Statistics

Figure 3 displays customer requests logged in the Customer Request Management (CRM) system during the month of November 2019.

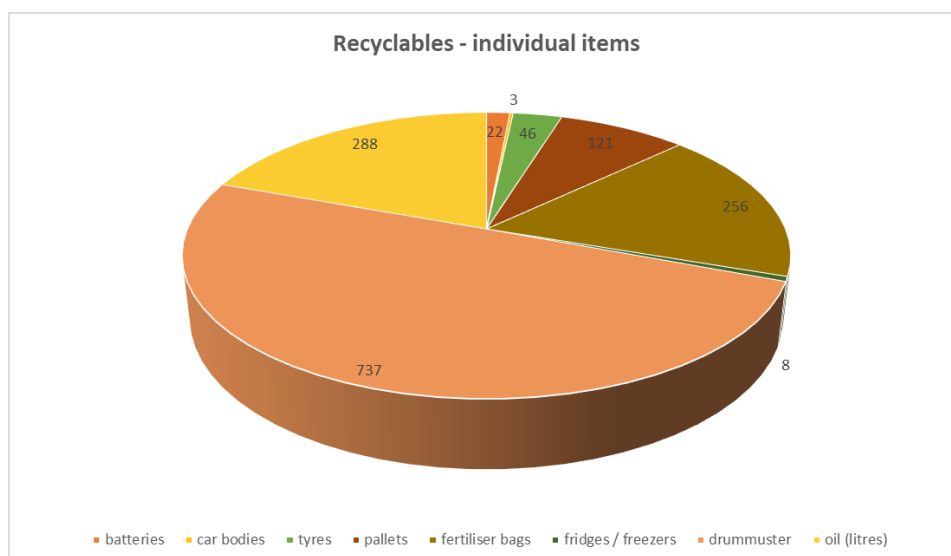


• *Figure 3 Customer Service Waste Statistics*

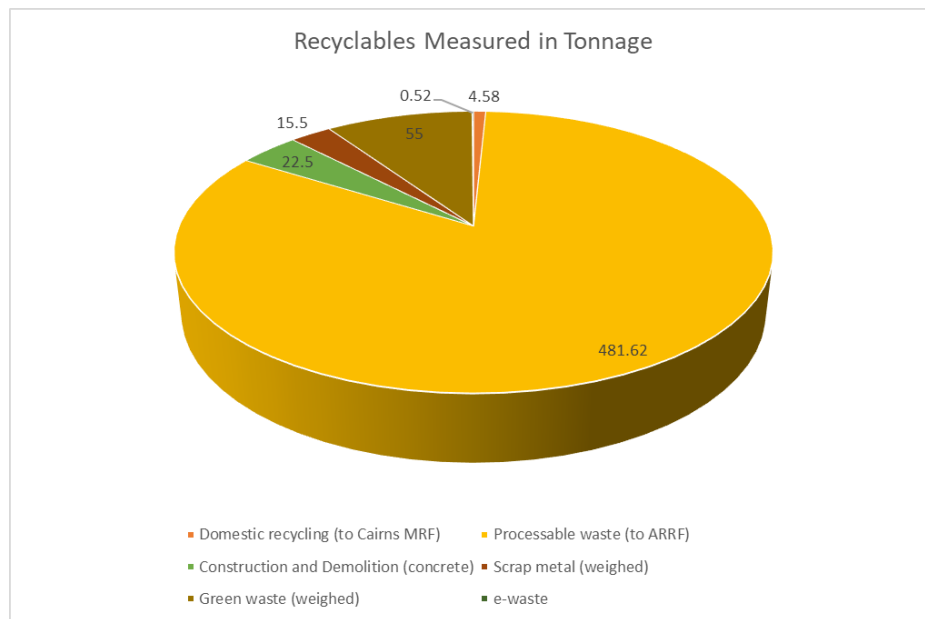
#### 6. Waste to Mareeba Resource Recovery Area - Recycling

Waste material collected at each of the waste transfer stations is either deposited directly to the Mareeba landfill, recycled or transported to the SUEZ Advanced Resource Recovery Facility (ARRF) in Cairns for processing.

The following pie charts are separated into recyclables recovered as whole units and recyclables in tonnages.



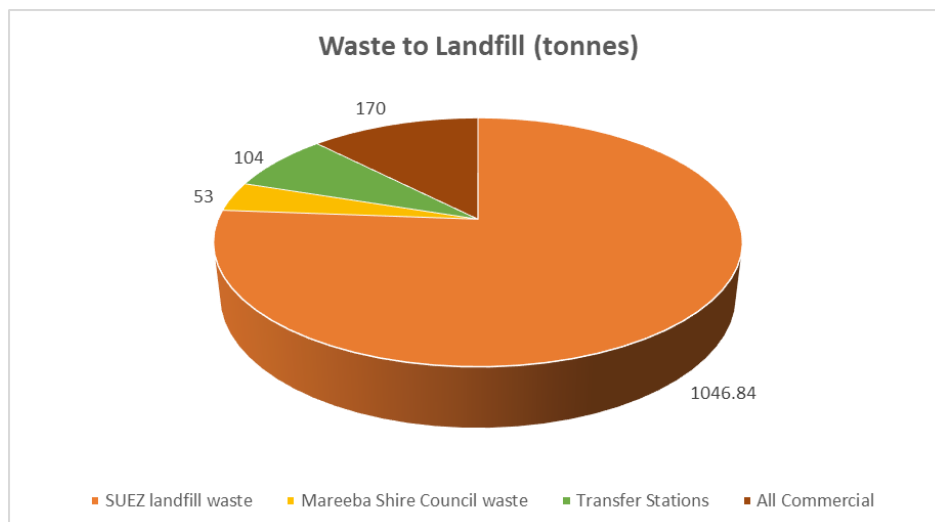
• *Figure 4 Individually Counted Recyclable Waste Types*



• *Figure 5 Recyclables measured by tonnage*

## 7. Waste to Mareeba Landfill

The pie chart below represents the Mareeba Shire Council Waste Transfer Station waste, Council's own waste, waste from the SUEZ Advanced Resource Recovery Facility and all other commercial waste deposited directly to the Mareeba landfill.



• *Figure 6 Waste to Landfill*

## 8. Illegally Dumped Waste

34 illegally dumped tyres and 0.44 tonnes of illegally dumped general waste were received at the Mareeba Resource Recovery Area and Landfill.

### RISK IMPLICATIONS

#### Environmental

- Council holds an Environmental Authority issued under the *Environmental Protection Act 1994* to operate landfill facilities.
- The Environmental Authority amendment process is underway.

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

Nil - Capital works are underway and funded as per 2019/20 capital works program.

***Operating***

Nil

**LINK TO CORPORATE PLAN**

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

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

**IMPLEMENTATION/COMMUNICATION**

Nil





## 9.13 INFRASTRUCTURE SERVICES, WATER AND WASTEWATER GROUP MONTHLY OPERATIONS REPORT - NOVEMBER 2019

**Date Prepared:** 3 December 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 November 2019.

### RECOMMENDATION

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

### BACKGROUND

#### 1. Capital Projects and Maintenance Works

##### Leinster Street water main, Mareeba

Upgrading of the Leinster Street water main was completed 29 November by Council's water reticulation staff.

##### Mareeba Water Treatment Plant - Filter 3 media replacement

The final cell in Filter 3 at the Mareeba Water Treatment Plant had the filter media along with the replacement filter nozzles replaced and changed out. The works have greatly improved the performance of Filter 3 and generally improved overall plant performance and efficiency of the plant.

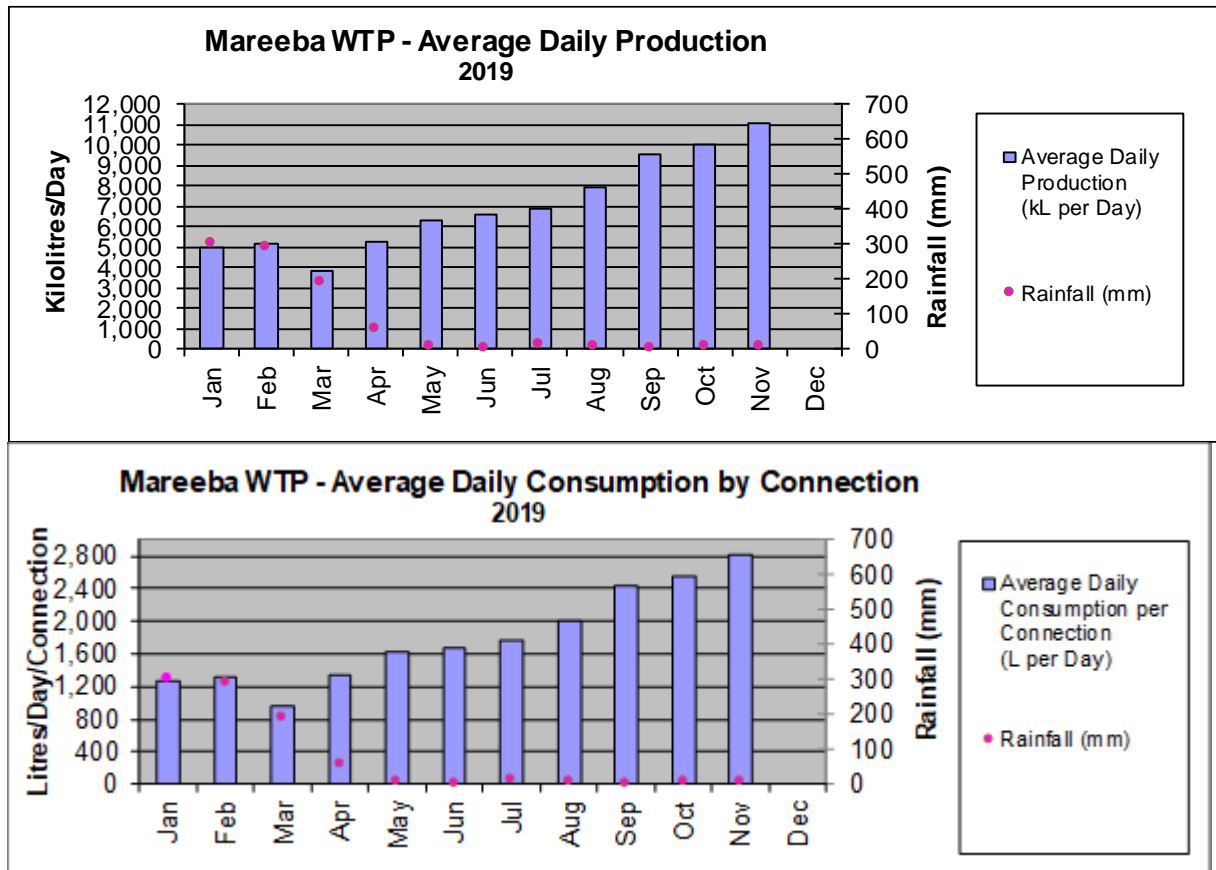
Three (3) Water Treatment Plants have now had filter media replaced over the last year with only Chillagoe to be scheduled in the future. This has been a significant project for Council as two (2) of the plants had never been done before and Mareeba Filter 3 was previously modified slightly.

All works were completed in-house with the assistance of local contractors. This has given the operators a much better understanding of the operation of the filters and will be a benefit in the future.

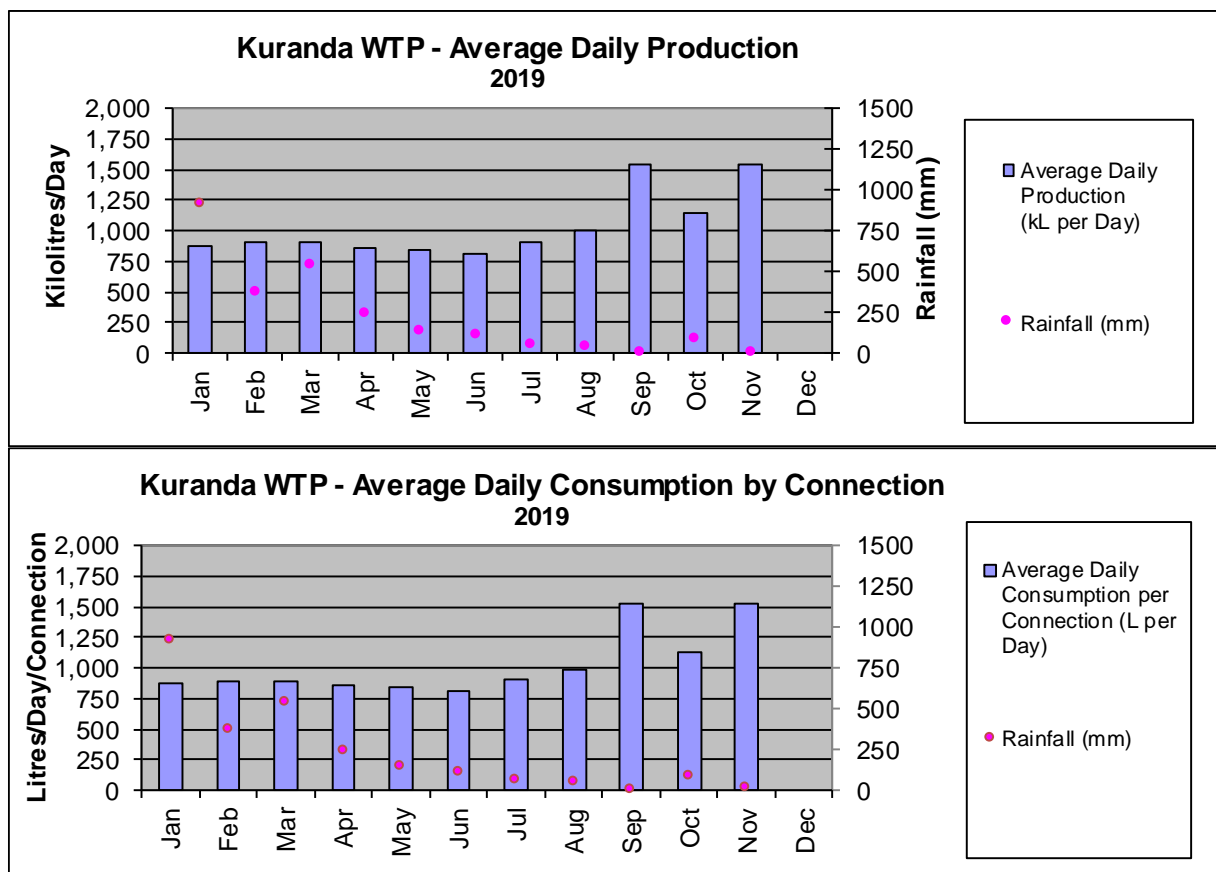
#### 2. Chlorine Residual Readings

November 2019	Chlorine Residual Readings 2019												
	Australian Drinking Water Guidelines Maximum 5mg/L												
	Fri 1st	Mon 4th	Wed 6th	Fri 8th	Mon 11th	Wed 13th	Fri 15th	Mon 18th	Wed 20th	Fri 22nd	Mon 25th	Wed 27th	Fri 29th
	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)	Free Cl (mg/L)
Mary Andrews Park Mareeba	1.18	1.16	1.20	1.18	1.09	1.25	1.09	0.96	0.79	1.02	1.18	1.18	1.19
Wyandra Drive Mareeba	0.86	0.87	0.76	0.79	1.02	1.09	0.84	0.68	0.56	0.61	0.76	0.70	0.80
Gregory Terrace Kuranda	1.23	1.09	1.07	1.11	1.07	1.19	1.29	1.20	1.12	0.97	1.10	1.26	0.82
Mason Rd PS Kuranda	1.26	1.14	1.18	1.36	1.43	1.29	1.31	1.26	1.29	1.18	1.19	1.20	0.97
Chillagoe	1.24	1.12	1.16	1.18	1.24	1.17	1.20	1.18	1.22	1.22	1.28	1.18	1.14
Dimbulah	1.28	1.13	1.10	1.09	1.23	1.13	1.06	1.23	1.14	1.10	1.17	1.02	1.15

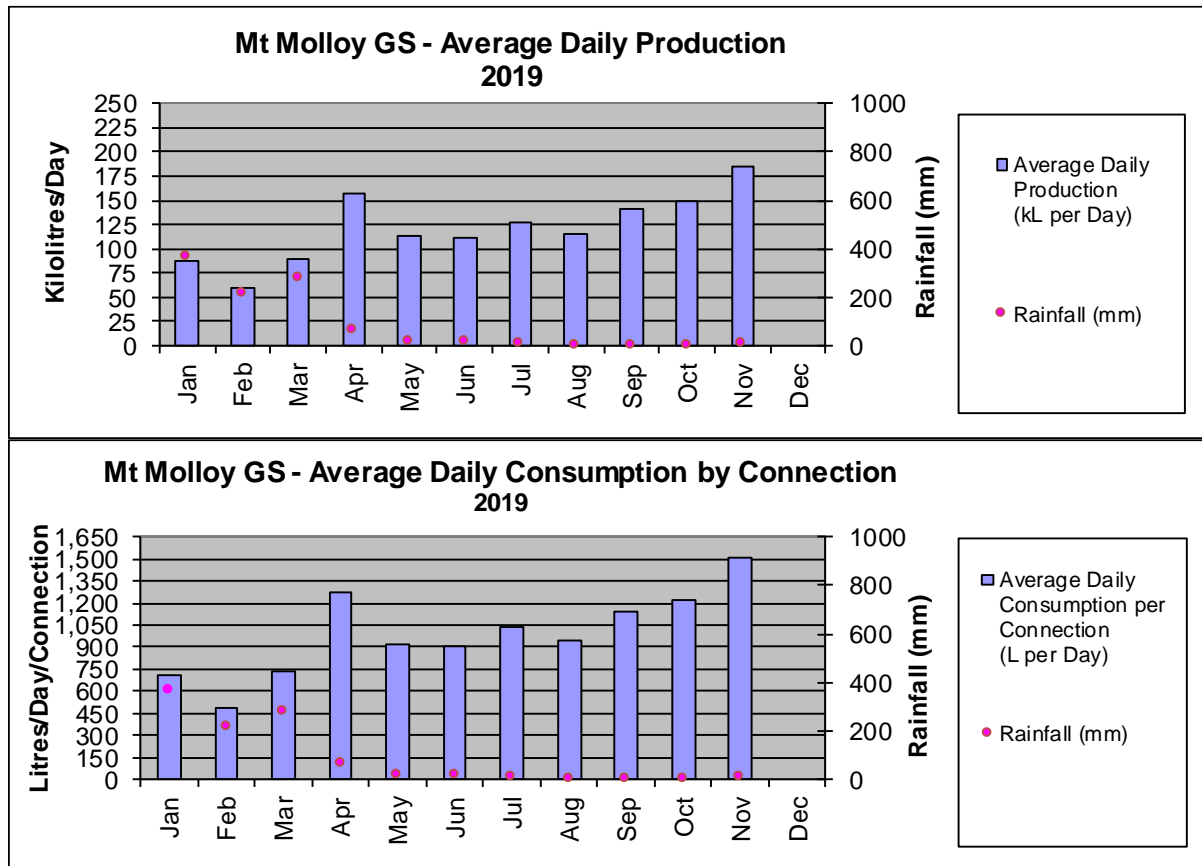
### 3. Mareeba Water Supply Scheme – Operations Data



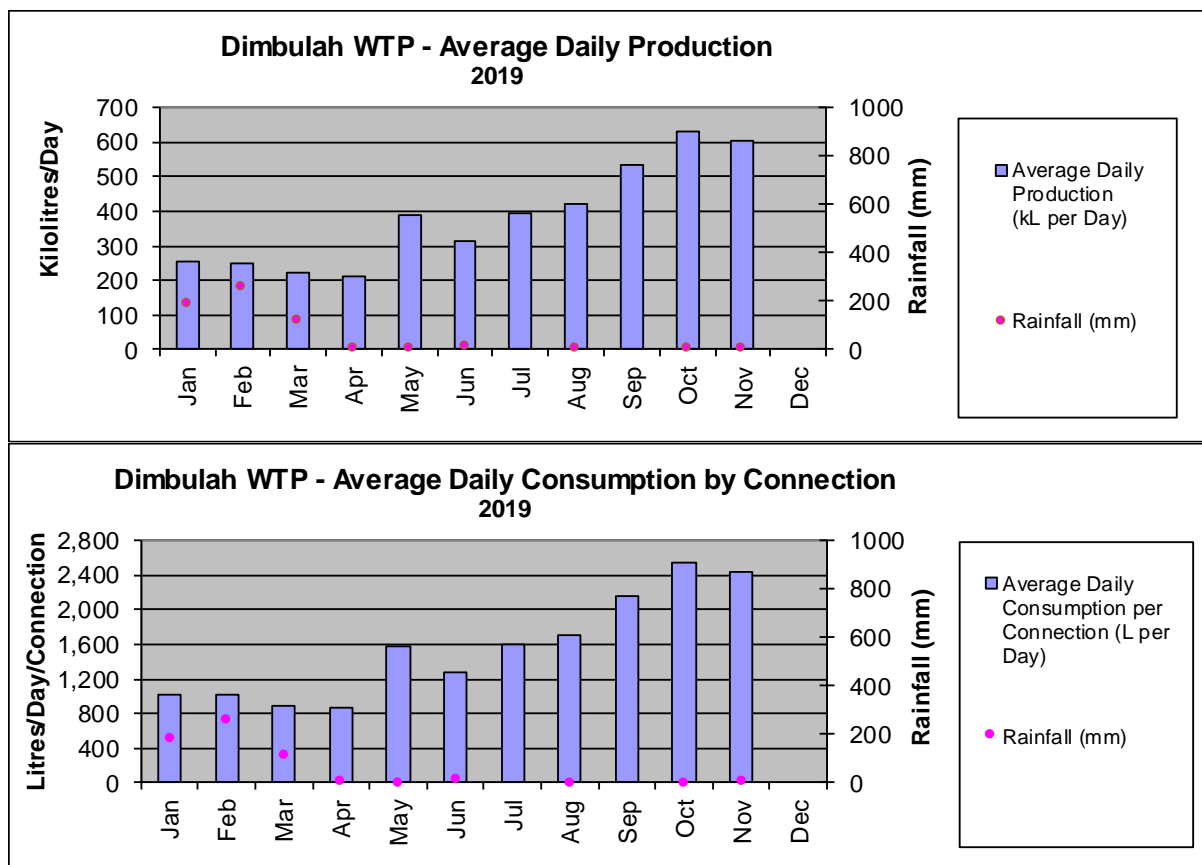
### 4. Kuranda Water Supply Scheme - Operations Data



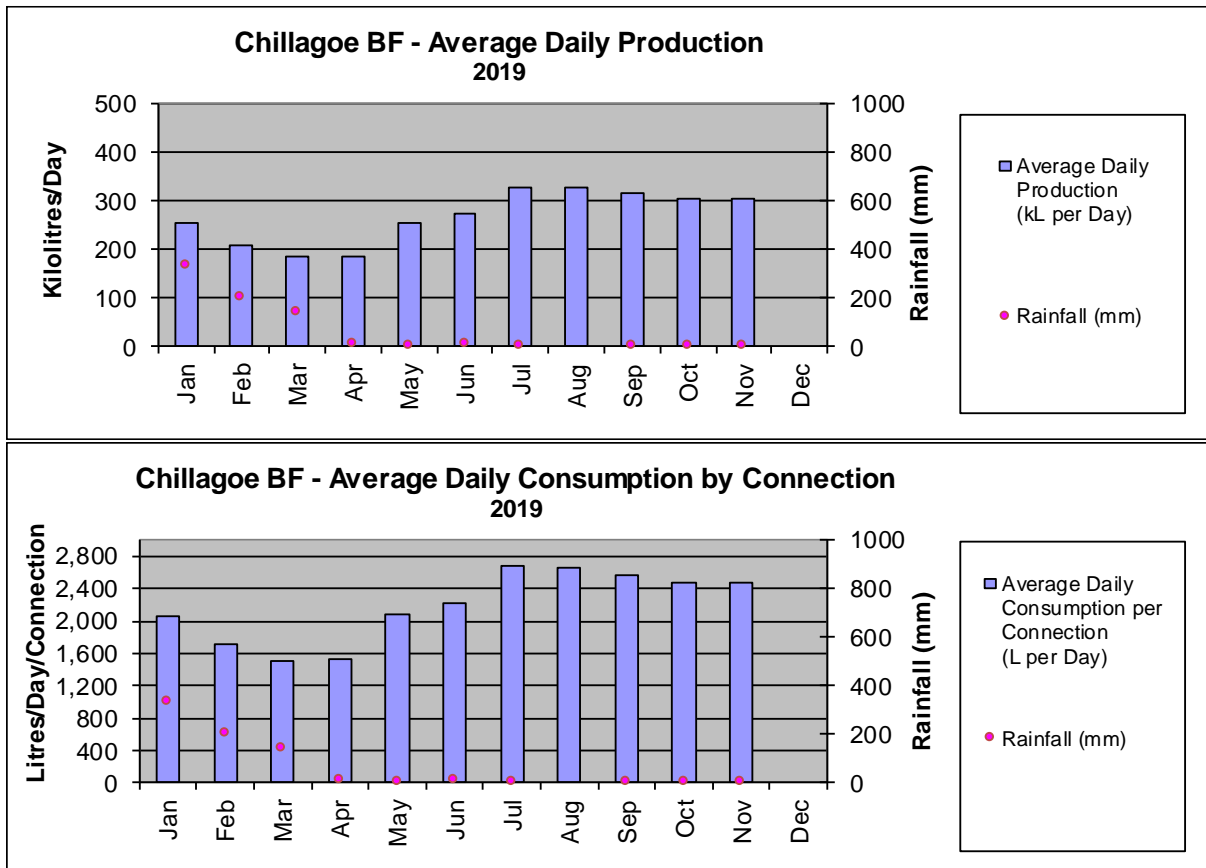
## 6. Mount Molloy Water Supply Scheme - Operations Data



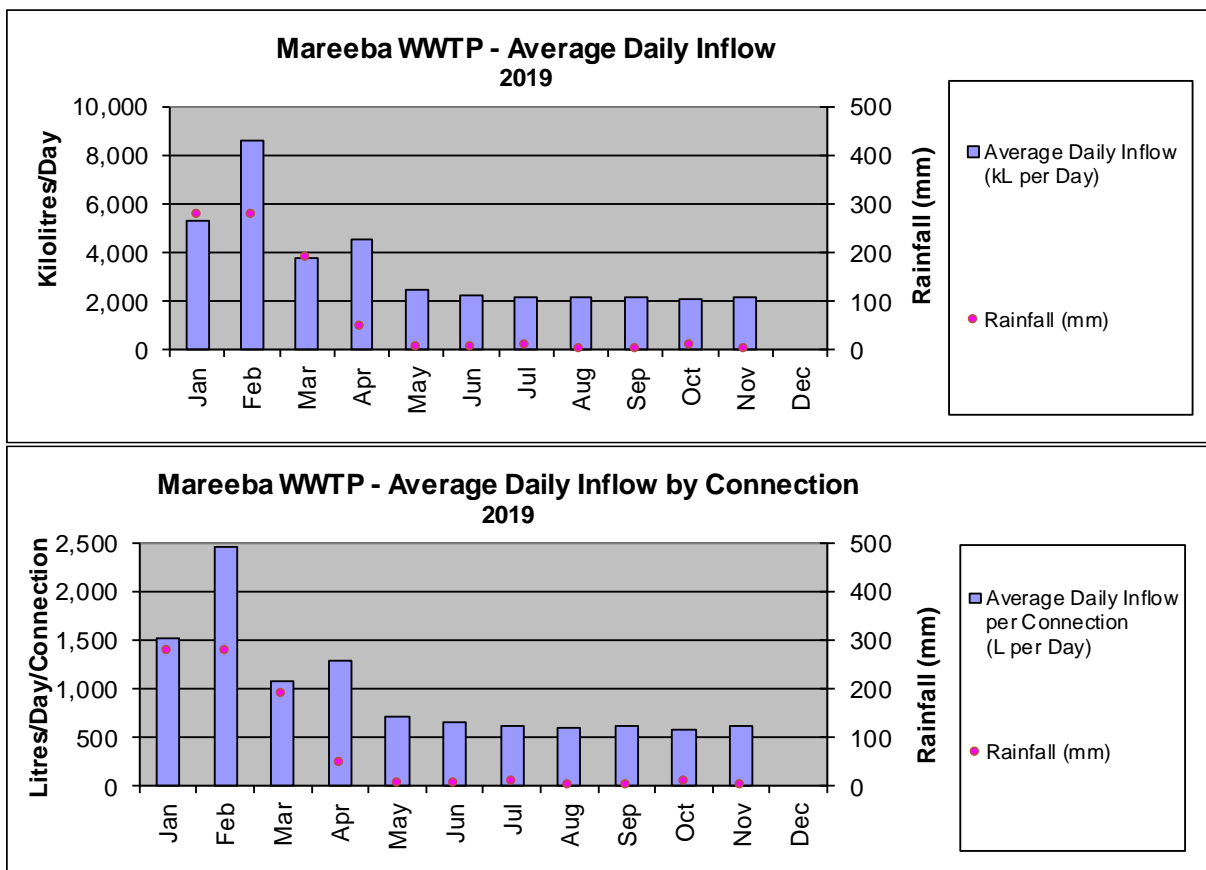
## 7. Dimbulah Water Supply Scheme - Operations Data



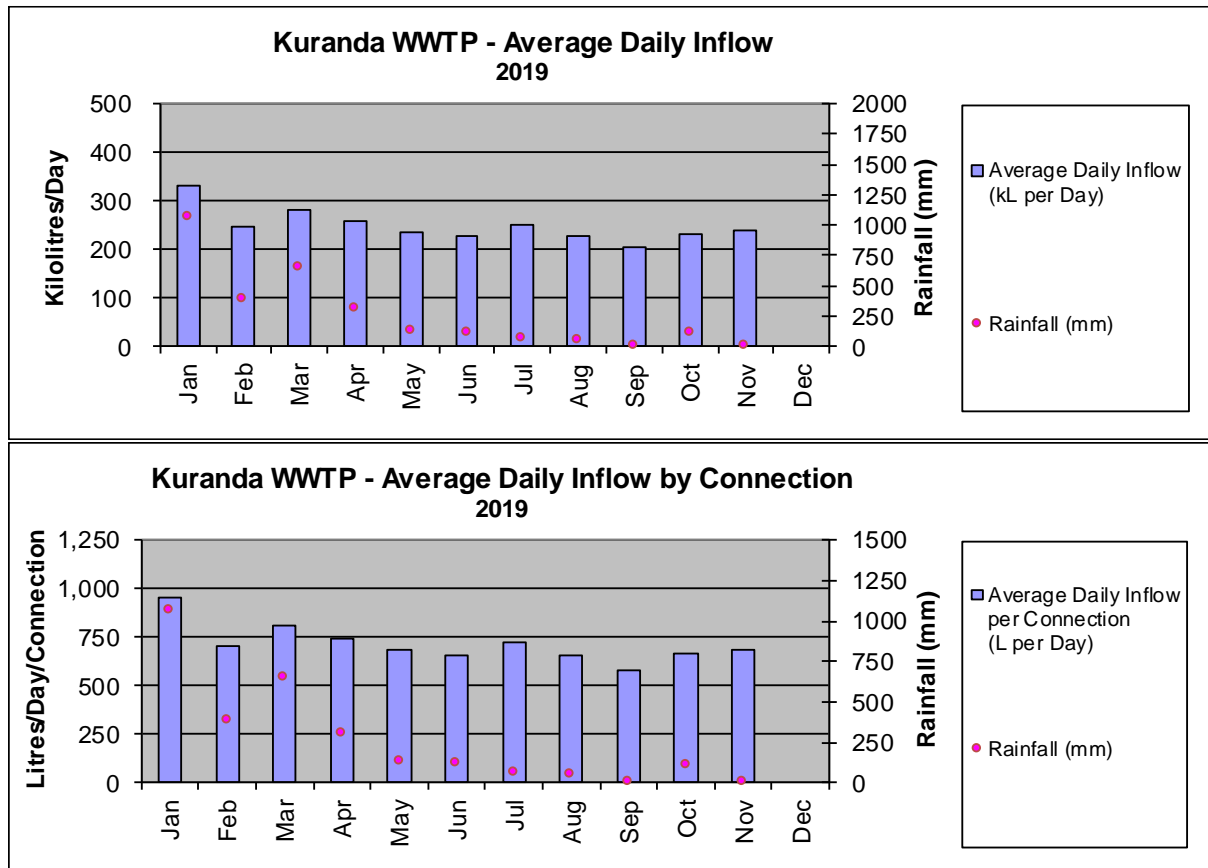
## 8. Chillagoe Water Supply Scheme - Operations Data



## 9. Mareeba Wastewater Treatment Plant - Operations Data



## 10. Kuranda Wastewater Treatment Plant - Operations Data



Water usage has generally remained high during the month of November for all Council managed water supply schemes. This can be attributed to the prolonged dry conditions. 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.



**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

## 10 OFFICE OF THE CEO

### 10.1 CHANGE IN COUNCIL MEETING DATES - JANUARY AND OCTOBER 2020

**Date Prepared:** 2 December 2019  
**Author:** Chief Executive Officer  
**Attachments:** Nil

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#### EXECUTIVE SUMMARY

This report is presented to Council to consider changing the date of the Ordinary Meeting scheduled to be held on 15 January 2020 to Wednesday 29 January 2020. The reason for the proposed change is to accommodate the fact that Council will be closed from 20 December 2019 to 6 January 2020 and as such, business activity with Council would be minimal in the first week of January. This would then result in limited Agenda items being presented to Council if the meeting schedule remains unchanged. It is more appropriate to vary the schedule in this instance ensuring meaningful reports can be presented to Council.

It is also requested that Council consider changing the meeting date from the 21 October 2020 to the 14 October 2020, the reason for the proposed change in Council meeting date is to allow Councillors to attend the annual LGAQ Conference.

#### RECOMMENDATION

That Council hold its January 2020 Ordinary Council meeting on Wednesday 29 January 2020 and October 2020 Ordinary Council meeting on Wednesday 14 October 2020.

#### BACKGROUND

Council has resolved that its Ordinary Meetings are held on the third Wednesday of every month, with the deadline for Council Reports the week before. The early part of January has historically been quiet and would result in minimal Agenda items being presented due to the short time frame to prepare the Council Meeting Reports. By moving the Council Meeting back there is a greater opportunity to ensure meaningful reports can be presented to Council. The reason for the change in the October date is to allow Councillors to attend the Annual LGAQ Conference.

#### RISK IMPLICATIONS

Nil

#### LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

#### 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**

Council Meeting Dates for 2020 to be advertised in local newspapers, website and via and social media.

**11 CONFIDENTIAL REPORTS**

Nil

**12 BUSINESS WITHOUT NOTICE**

**13 NEXT MEETING OF COUNCIL**



## **14 FOR INFORMATION**

<b>14.1 SUMMARY OF NEW PLANNING APPLICATIONS &amp; DELEGATED DECISIONS FOR THE MONTH OF NOVEMBER 2019</b>
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**Date Prepared:** 3 December 2019

**Author:** Senior Planner

**Attachments:** Nil

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Please see below information.



**Summary of new Planning Development Applications and Delegated Decisions for November 2019**

New Development Applications					
Application #	Lodgement Date	Applicant/ Address	Property Description	Application Type	Status
MCU/19/0017	04/11/2019	R & B Terranova C/- Freshwater Planning Pty Ltd 3595 Kennedy Highway, Mareeba	Lot 46 on NR6594	MCU - Roadside Stall (Produce Store) and Tourist Attraction	In referral stage
MCU/19/0018	15/11/2019	Reever and Ocean Pty Ltd C/- wildPLAN Pty Ltd 112 Barnwell Road KURANDA	Lot 17 on SP296830 & Lot 22 on SP304952	Nature-based Tourism, including tourist and visitor short-term accommodation provided in two (2) stages	In public notification stage
RAL/19/0024	11/11/2019	C D Nastasi AG Pty Ltd TTE & S D Nastasi AG Pty Ltd TTE 57 Studt Road MAREEBA	Lot 51 on SP243993	ROL (1 into 2 Lots)	In decision stage

Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
RAL/19/0023	7/11/2019	Comaray Pty Ltd	66 Country Road, Mareeba	Lot 2 on SP188083 & Lot 3 on SP219118	Reconfiguring a Lot - Boundary Realignment
MCU/19/0015	20/11/2019	C Kilpatrick	276 Euluma Creek Road, Julatten	Lot 206 on RP747217	Material Change of Use - Community Residence (Hospice)

November 2019 (Regional Land Use Planning)

Negotiated Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
MCU/19/0013	25/11/2019	KVN Australia Trust	3727 Mareeba-Dimbulah Road, Mutchilba	Lot 225 on HG293	Material Change of Use - Rural Industry (Packing Shed)

Change to Existing Development Approval issued					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

Referral Agency Response Decision Notices issued under Delegated Authority					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
CAR/19/0018	1/11/2019	W & K Beard C/- Northern Building Approvals	161 Ray Road, Mareeba	Lot 101 on SP292876	Referral agency response for building work assessable against the Mareeba Shire Council Planning Scheme 2016
CAR/19/00020	18/11/2019	D Cassidy & K Bowyer C/- Northern Building Approvals	36A Hoolahan Drive, Mareeba	Lot 7 on SP208342	Referral agency response for building work assessable against a planning scheme - Flood Hazard Overlay Code
CAR/19/0021	28/11/2019	M Cek C/- Emergent Building Approvals	19-21 Black Mountain Road, Kuranda	Lot 2 on RP727725	Referral agency response (response before application) for material change of use - dwelling house (secondary dwelling)

November 2019 (Regional Land Use Planning)

Extensions to Relevant Period issued					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
DA/15/0049	25/11/2019	M Prein	Two Chain Road, Koah	Lot 101 on SP211120	ROL (1 into 3 Lots)

Survey Plans endorsed					
Application #	Date	Applicant	Address	Property Description	No of Lots
DA/17/0026	6/11/2019	H Selita	5329 Kennedy Highway, Mareeba	LOTS 1 & 2 AND EASEMENT B IN LOT 1 & EASEMENT C IN LOT 89 ON RP881092 (CANCELLING LOT 3 ON RP715469 & LOT 90 ON RP881092)	Boundary realignment
MCU/19/0018	6/11/2019	Ross Patane	49 Fichera Road, Mareeba	LOTS 1, 2 & 3, EASEMENT A IN LOT 1 AND EASEMENT B IN LOT 2 ON SP311305 (CANCELLING LOTS 1, 2 & 3 ON RP711195)	Boundary Realignment
RAL/19/0006	20/11/2019	R & T Dunsmuir	271 Oak Forest Road, Kuranda	LOTS 1 & 2 & EASEMENT B IN LOT 2 ON SP314498 (CANCELLING LOTS 1 & 2 ON SP181108)	Boundary realignment
RAL/19/0021	25/11/2019	Rotocult Pty Ltd	41 Coolamon Close & Ray Road, Mareeba	LOTS 12 & 13 & EASEMENT C & D IN LOT 13 ON SP311000 (CANCELLING LOT 24 ON SP193149 & LOT 138 ON SP179170)	Boundary realignment

November 2019 (Regional Land Use Planning)