



AGENDA

Wednesday, 16 September 2020

Ordinary Council Meeting

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

Date: Wednesday, 16 September 2020

Time: 9:00am

Location: Council Chambers

Peter Franks
Chief Executive Officer

Order Of Business

| | | |
|-----------|---|------------|
| 1 | Members in Attendance | 5 |
| 2 | Apologies/Leave of Absence/Absence on Council Business | 5 |
| 3 | Bereavements/Condolences | 5 |
| 4 | Declaration of any Material Personal Interests/Conflicts of Interest | 5 |
| 5 | Confirmation of Minutes | 5 |
| 6 | Business Arising out of Minutes of Previous Meeting | 5 |
| 7 | Deputations and Delegations | 5 |
| 8 | Corporate and Community Services | 7 |
| 8.1 | T Sammut - Reconfiguring a Lot - Boundary Realignment - Lot 2 on RP737779 and Lot 254 on NR6764 - 5985 Kennedy Highway & 6 Henry Hannam Drive, Mareeba - RAL/20/0004..... | 7 |
| 8.2 | Non-Current Asset Policy..... | 23 |
| 8.3 | Sole Supplier Register 2020/21 | 29 |
| 8.4 | Financial Statements period ending 31 August 2020..... | 31 |
| 8.5 | Lease of Lot 888 NR7943 | 47 |
| 8.6 | Mareeba and District Pony Club Inc proposed Management Agreement with North Queensland Working Horse Association Inc. | 49 |
| 8.7 | Delegations Update September 2020 | 57 |
| 8.8 | Community Housing Service..... | 69 |
| 9 | Infrastructure Services | 75 |
| 9.1 | Infrastructure Services, Capital Works Monthly Report - August 2020 | 75 |
| 9.2 | Infrastructure Services, Technical Services Operations Report - August 2020..... | 95 |
| 9.3 | TMSC2020-17 Chillagoe Reservoir Upgrade..... | 101 |
| 9.4 | Infrastructure Services, Water and Waste Operations Report - August 2020..... | 105 |
| 9.5 | Infrastructure Services, Works Section Activity Report - August 2020..... | 111 |
| 10 | Office of the CEO | 115 |
| 10.1 | Endorsement of Mareeba Local Disaster Management Plan..... | 115 |
| 10.2 | Bequest from Laurence John Tracona to Council..... | 179 |
| 10.3 | Coreo's Circular Economy Masterclass..... | 183 |
| 11 | Confidential Reports | 185 |
| | Nil | |
| 12 | Business without Notice | 185 |
| 13 | Next Meeting of Council | 185 |
| 14 | For Information | 187 |

14.1 Summary of New Planning Applications & Delegated Decisions For The Month of August 2020..... 187

- 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 - 19 August 2020
- 6 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING**
- 7 DEPUTATIONS AND DELEGATIONS**

8 CORPORATE AND COMMUNITY SERVICES

8.1 T SAMMUT - RECONFIGURING A LOT - BOUNDARY REALIGNMENT - LOT 2 ON RP737779 AND LOT 254 ON NR6764 - 5985 KENNEDY HIGHWAY & 6 HENRY HANNAM DRIVE, MAREEBA - RAL/20/0004

Date Prepared: 19 August 2020

Author: Planning Officer

Attachments: 1. [Proposal Plan](#) ↓

APPLICATION DETAILS

| APPLICATION | | PREMISES | |
|-----------------------------|--|----------------|--|
| APPLICANT | T Sammut | ADDRESS | 5984 Kennedy Highway & 6 Henry Hannam Drive, Mareeba |
| DATE LODGED | 24 June 2020 | RPD | Lot 2 on RP737779 & Lot 254 on NR6764 |
| TYPE OF APPROVAL | Development Permit | | |
| PROPOSED DEVELOPMENT | Reconfiguring a Lot - Boundary Realignment | | |
| FILE NO | RAL/20/0005 | AREA | Lot 2 - 10.49 ha Lot 254 - 52.67 ha |
| LODGED BY | T Sammut | OWNER | Lot 2 - T Sammut Lot 254 - Rockley Farming Pty Ltd, G & L Rockley |
| PLANNING SCHEME | Mareeba Shire Council Planning Scheme 2016 | | |
| ZONE | Rural | | |
| LEVEL OF ASSESSMENT | Impact Assessment | | |
| SUBMISSIONS | No properly made submissions | | |

EXECUTIVE SUMMARY

Council is in receipt of an impact assessable development application described in the above application details. The application is impact assessable due to recent changes to the Planning Scheme as a result of Temporary Local Planning Instrument (TLPI) No. 01 of 2019 (Subdivision in Rural zone). No submissions were received during the mandatory public notification period.

The applicant proposes to reconfigure the two (2) allotments, by way of a boundary realignment only (no additional allotment created) whereby 8.095 hectares of agricultural land will be transferred from Lot 2 to Lot 254. The realignment will leave proposed Lot 22 with an area of 2.395 hectares and will increase the area of Lot 254 to 60.76 hectares. The 8.095 hectares of land to be transferred is currently leased by the owners of Lot 254 and contains avocado and mango trees that are cropped in conjunction with the "Zebra Orchards" farming operation established on Lot 254.

The proposed boundary realignment is sought to obtain title and ownership over this currently leased portion of farm land.

The application and supporting material has been assessed against the Mareeba Shire Council Planning Scheme 2016 and is in conflict with certain purpose statements in the Rural zone code, as well as performance outcomes contained within the Reconfiguring a lot code which seek to discourage the creation of any lot below 60 hectares within the Rural zone.

In their current configuration, both lots are less than 60 hectares in size with Lot 2 considered a rural living allotment with an area of just 10.49 hectares and questionable stand-alone agricultural viability (evidenced by the current farming lease in place). The proposed boundary realignment will create a compliant 60 hectare allotment by recovering 8.095 hectares of arable land from Lot 2, and in-turn strengthening the agricultural viability of Lot 254. Furthermore, the proposed boundary realignment will not result in any new or additional rural living allotment, nor does it create the opportunity for another dwelling house to be built within the Rural zone.

The Mareeba Shire Council Planning Scheme 2016 contains a hierarchy of assessment benchmarks. The Strategic Framework are the highest order assessment benchmarks contained in the Planning Scheme and hold more weight than the Rural zone code and Reconfiguring a lot code. An officer assessment has determined that despite the identified conflicts with the lower order Rural zone code and Reconfiguring a lot code provisions mentioned above, the proposed boundary realignment meets the intent of the Strategic Framework, in that the development will not further fragment, compromise or alienate productive agricultural land, and will only increase the agricultural viability of an existing farming enterprise.

It is recommended that the application be approved.

OFFICER’S RECOMMENDATION

(A) That in relation to the following development application:

| APPLICATION | | PREMISES | |
|-----------------------------|--|----------------|--|
| APPLICANT | T Sammut | ADDRESS | 5984 Kennedy Highway & 6 Henry Hannam Drive, Mareeba |
| DATE LODGED | 24 June 2020 | RPD | Lot 2 on RP737779 & Lot 254 on NR6764 |
| TYPE OF APPROVAL | Development Permit | | |
| PROPOSED DEVELOPMENT | Reconfiguring a Lot - Boundary Realignment | | |

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

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

And

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

(B) APPROVED DEVELOPMENT: Development Permit for Reconfiguring a Lot - Boundary Realignment

(C) APPROVED PLANS:

| Plan/Document Number | Plan/Document Title | Prepared by | Dated |
|----------------------|--|-----------------------|------------|
| 8316 - LL2 | Proposed Reconfiguration of a Lot (2 Lots into 2 Lots) | Twine Surveys Pty Ltd | 28/06/2019 |

(D) 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, and subject to any alterations:

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

2. Timing of Effect

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

3. General

3.1 The applicant/developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by condition(s) of this approval.

3.2 All payments or bonds required to be made to the Council pursuant to any condition of this approval must be made prior to the endorsement of the plan of survey and at the rate applicable at the time of payment.

3.3 The developer must relocate (in accordance with FNQROC standards) any services such as water, sewer, drainage, telecommunications and electricity that are not wholly located within the lots that are being created/serviced where required by the relevant authority, unless approved by Council’s delegated officer.

3.4 Where utilities (such as sewers on non-standard alignments) traverse lots to service another lot, easements must be created in favour of Council for access and maintenance purposes. The developer is to pay all costs (including Council’s legal expenses) to prepare and register the easement documents.

3.5 Where approved existing buildings and structures are to be retained, setbacks to new property boundaries are to be in accordance with Planning Scheme requirements for the relevant structure and/or Queensland Development Code. A plan demonstrating compliance must be submitted prior to endorsement of the plan of survey

3.6 Charges

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

(E) ASSESSMENT MANAGER'S ADVICE

(a) Endorsement Fees

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

(b) 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.

(c) Transportation of Soil

All soil transported to or from the site must be covered to prevent dust or spillage during transport. If soil is tracked or spilt onto the road pavements as a result of works on the subject site, it must be removed prior to the end of the working day and within four (4) hours of a request from a Council Officer.

(d) 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

(e) 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

(F) RELEVANT PERIOD

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

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

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

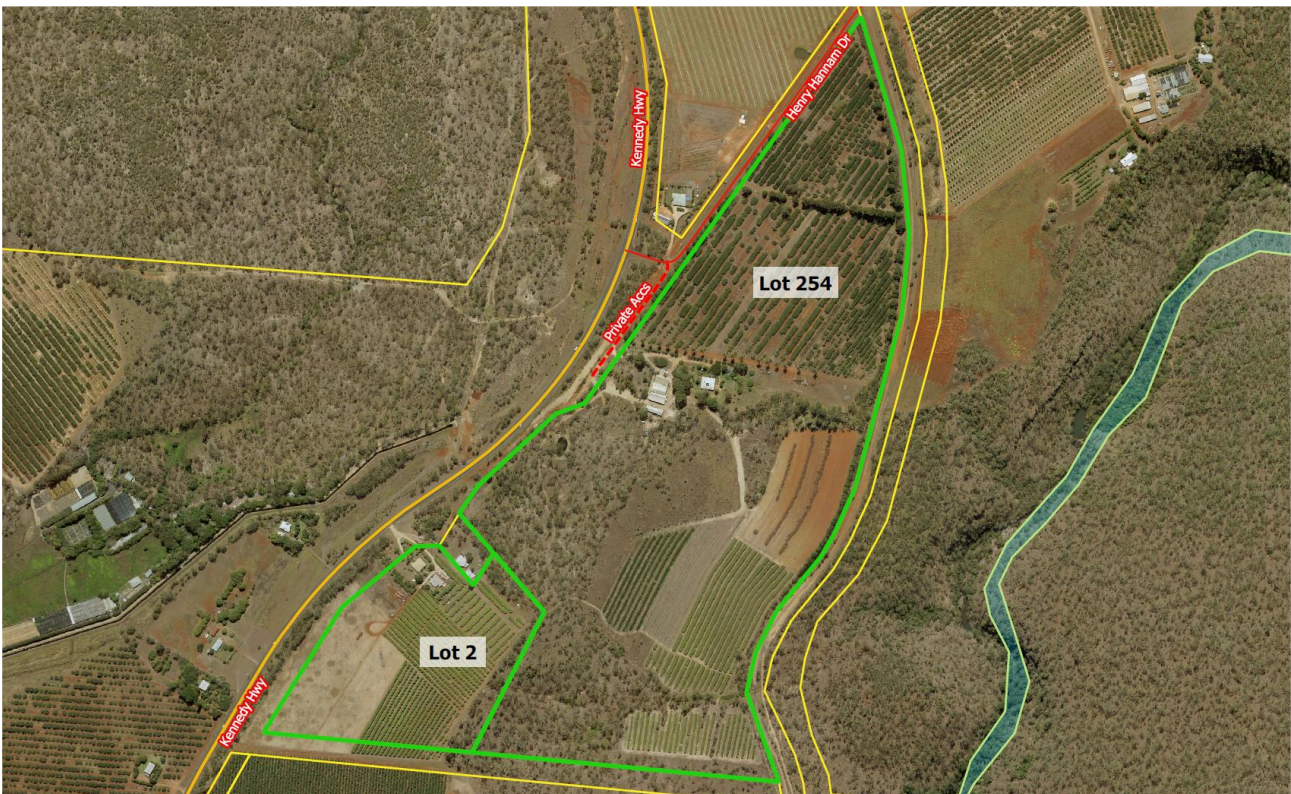
- Nil

(H) OTHER APPROVALS REQUIRED FROM COUNCIL

- Nil

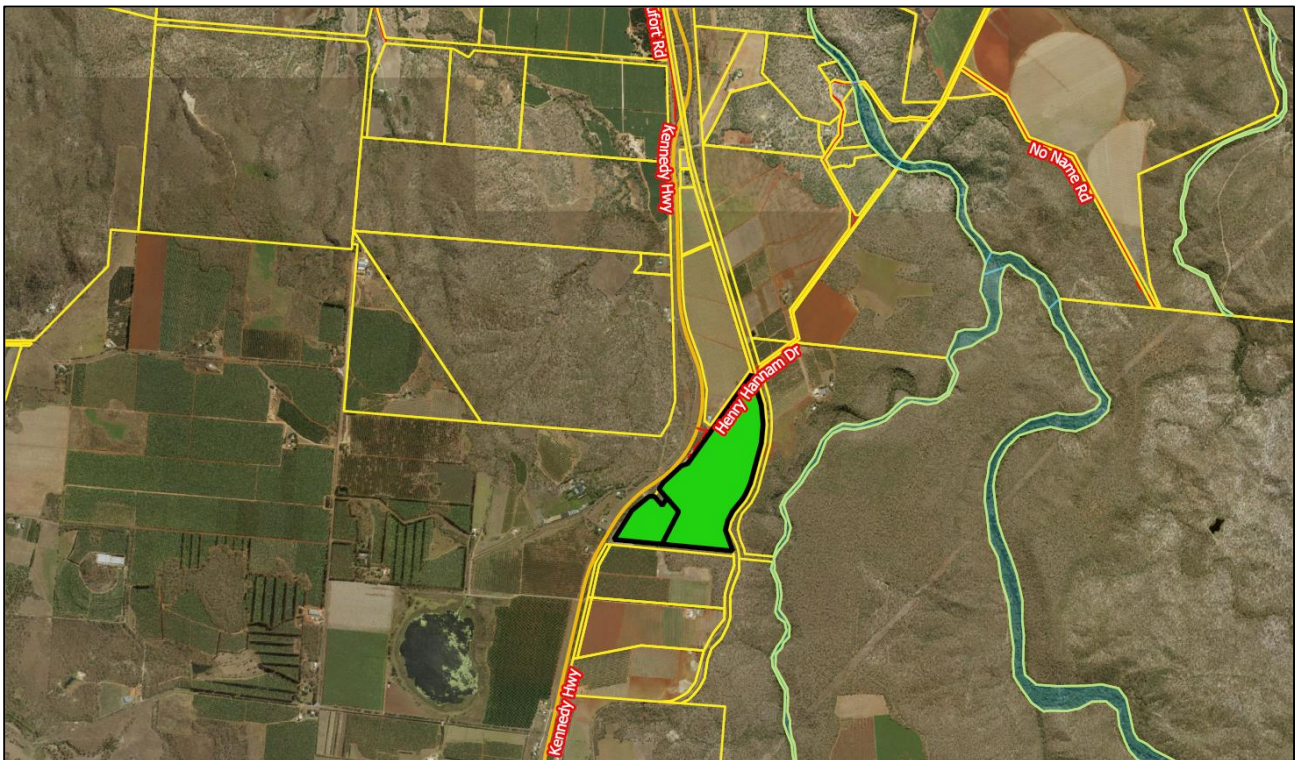
THE SITE

The subject land comprises two adjoining allotments situated at 5985 Kennedy Highway and 6 Henry Hannam Drive, and described as Lot 2 on RP737779 and Lot 254 on NR6764. Lot 2 and 254 have areas of 10.49 hectares and 52.67 hectares respectively and are both zoned *Rural* under the *Mareeba Shire Council Planning Scheme 2016*.



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.



Map Disclaimer:

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

BACKGROUND AND CONTEXT

Nil

PREVIOUS APPLICATIONS & APPROVALS

Nil

DESCRIPTION OF PROPOSED DEVELOPMENT

The development application seeks a Development Permit for Reconfiguring a Lot - Boundary Realignment in accordance with the plans shown in **Attachment 1**.

The applicant proposes to reconfigure the two allotments, by way of a boundary realignment only (no additional allotment created) whereby 8.095 hectares of agricultural land will be transferred from Lot 2 to Lot 254. The realignment will leave proposed Lot 22 with an area of 2.395 hectares and will increase the area of proposed Lot 254 to 60.76 hectares. The 8.095 hectares of land to be transferred is currently leased by the owners of Lot 254 ("Zebra Orchard") and is improved by a mango and avocado tree orchard that they farm in conjunction with the cropping activities on Lot 254.

Proposed Lot 22 will remain as a lifestyle allotment adjacent an existing lifestyle allotment (Lot 1 on RP737779) and will continue to be accessed from the Kennedy Highway.

REGIONAL PLAN DESIGNATION

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

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

PLANNING SCHEME DESIGNATIONS

| | |
|----------------------|---|
| Strategic Framework: | <p>Land Use Categories</p> <ul style="list-style-type: none"> • Rural Agricultural Area • Rural Other <p>Natural Environment Elements</p> <ul style="list-style-type: none"> • Biodiversity Area • Ecological Corridor • Habitat Linkage <p>Transport Elements</p> <ul style="list-style-type: none"> • State Controlled Road • Local Collector Road • B-double Route • Principal Cycle Routes • Railway Network |
| Zone: | Rural zone |
| Precinct: | No Precinct |
| Overlays: | <ul style="list-style-type: none"> • Agricultural Land Overlay • Airport Environs Overlay • Bushfire Hazard Overlay • Environmental Significance Overlay • Hill and Slope Overlay • Transport Infrastructure Overlay |

RELEVANT PLANNING INSTRUMENTS

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

(A) Far North Queensland Regional Plan 2009-2031

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

(B) State Planning Policy

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

(C) Mareeba Shire Council Planning Scheme 2016**Strategic Framework***3.3 Settlement Pattern and built environment**3.3.1 Strategic outcomes*

- (5) *Primary industries in Rural areas are not compromised or fragmented by incompatible and/or unsustainable development, including but not limited to subdivision that results in a detrimental impact on rural productivity or fragments large land holdings. The valued, relaxed rural character and scenic qualities of the rural area are preserved and enhanced. The rural area is largely maintained to its current extent, while accommodating development directly associated with or reliant on natural resources including rural activities and tourism. Rural areas protect the shire's agricultural area and ensure food security. Other rural areas predominantly remain agricultural grazing properties.*

Comment

The proposed development is for a "boundary realignment" only, so does not constitute a "subdivision" by definition.

In their current configuration, both lots are less than 60 hectares in size with Lot 2 considered a rural living allotment with an area of just 10.49 hectares and questionable stand-alone agricultural viability (evidenced by the current farming lease in place). The proposed boundary realignment will create a compliant 60 hectare allotment by recovering 8.095 hectares of good farming land from Lot 2, and in-turn strengthening the agricultural viability of Lot 254.

The proposed boundary realignment will not result in any new or additional rural living allotment, nor does it create the opportunity for another dwelling house to be built within the Rural zone.

The proposed development will not further fragment agricultural land or compromise agricultural activity in the immediate locality and is therefore considered to comply with Strategic outcome 5.

- (6) *New subdivisions which propose lots less than the minimum lot size of 60ha are not supported within the Rural zone.*

Comment

The proposed development is for a "boundary realignment" only, so does not constitute a "subdivision" by definition.

In their current configuration, both lots are less than 60 hectares in size with Lot 2 considered a rural living allotment with an area of just 10.49 hectares and questionable stand-alone agricultural viability (evidenced by the current farming lease in place). The proposed boundary realignment will create a compliant 60 hectare allotment by recovering 8.095 hectares of good farming land from Lot 2, and in-turn strengthening the agricultural viability of Lot 254.

The proposed boundary realignment will not result in any new or additional rural living allotment, nor does it create the opportunity for another dwelling house to be built within the Rural zone. The proposed development does not conflict with Strategic Outcome 6.

3.3.11 Element - Rural areas

3.3.11.1 Specific outcomes

- (2) *Land in rural areas is maintained in large (60ha or greater) lot sizes to ensure that regional landscape and rural production values are not compromised by fragmentation, alienation or incompatible land uses. Subdivision of land is not supported on lots less than 60ha in the Rural zone.*

Comment

The proposed development is for a "boundary realignment" only, so does not constitute a "subdivision" by definition.

In their current configuration, both lots are less than 60 hectares in size with Lot 2 considered a rural living allotment with an area of just 10.49 hectares and questionable stand-alone agricultural viability (evidenced by the current farming lease in place). The proposed boundary realignment will create a compliant 60 hectare allotment by recovering 8.095 hectares of good farming land from Lot 2, and in-turn strengthening the agricultural viability of Lot 254.

The proposed boundary realignment will not result in any new or additional rural living allotment, nor will it create the opportunity for another dwelling house to be built within the Rural zone. Although a smaller rural lifestyle allotment will be created as a result of the realignment, the resultant benefit of strengthening the agricultural viability of larger Lot 254 is considered to outweigh this fact. Smaller proposed Lot 22 will be sited adjacent an existing 5,000m² lifestyle lot which will further reduce the likelihood of land use conflict.

The proposed development will not compromise, fragment or alienate agricultural land and is therefore considered to satisfy Specific Outcome 2.

- (3) *Other rural areas will be largely maintained in their current configuration, only being subdivided where large land holdings of 60ha or greater can be achieved and the infrastructure base of rural operations including workers accommodation, airstrips and farm infrastructure is provided.*

Comment

The proposed development is for a "boundary realignment" only, so does not constitute a "subdivision" by definition.

In their current configuration, both lots are less than 60 hectares in size with Lot 2 considered a rural living allotment with an area of just 10.49 hectares and questionable stand-alone agricultural viability (evidenced by the current farming lease in place). The proposed boundary realignment will create a compliant 60 hectare allotment by recovering 8.095 hectares of good farming land from Lot 2, and in-turn strengthening the agricultural viability of Lot 254.

The proposed boundary realignment will not result in any new or additional rural living allotment, nor will it create the opportunity for another dwelling house to be built within the Rural zone. Although a smaller rural lifestyle allotment will be created as a result of the realignment, the resultant benefit of strengthening the agricultural viability of larger Lot 254 is considered to outweigh this fact. Smaller proposed Lot 22 will be bounded to the east by an existing 5,000m² lifestyle lot and to the north by the Kennedy Highway. Furthermore, the dwelling on proposed Lot 22 will be reasonably setback and buffered from agricultural activity on newly proposed Lot 254, so the risk of ongoing land use conflict is minimal.

The proposed development will not compromise, fragment or alienate agricultural land and is therefore considered to satisfy Specific Outcome 3.

3.6 Transport and infrastructure

3.6.1 Strategic outcomes

(6) *New development is appropriately sequenced and coordinated with existing and future water, wastewater, stormwater and transport infrastructure, to ensure the operations of existing infrastructure are not compromised and community needs continue to be met. New infrastructure is provided to development in accordance with the council's desired standards of service and supports a consolidated urban form to maximise return on investment. The ongoing operation of key infrastructure elements is not prejudiced by inappropriate development. Subdivision of land in the Rural zone to create lots less than 60ha is not consistent with facilitating appropriately sequenced and coordinated development.*

Comment

The proposed development is for a "boundary realignment" only, so does not constitute a "subdivision" by definition. No additional title will be created, and no change to the service arrangement of each lot will occur as a result of the development.

The proposed development does not compromise Strategic Outcome 6.

Relevant Developments Codes (as amended by TLPI No. 01 of 2019)

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
- 8.2.8 Hill and slope overlay code
- 8.2.12 Transport infrastructure overlay code
- 9.4.2 Landscaping code
- 9.4.3 Parking and access code
- 9.4.4 Reconfiguring a lot code
- 9.4.5 Works, services and infrastructure code

The application did not include a planning report and assessment against the planning scheme. An officer assessment has found that the application would conflict with assessment benchmarks contained in the Rural zone code and Reconfiguring a lot code as a result of Temporary Local Planning Instrument No. 01 of 2019 (Subdivision in Rural zone). Despite the identified conflicts, it is considered that the proposed development will comply with the higher order strategic/specific outcomes contained within the Planning Scheme Strategic Framework.

| Relevant Codes | Comments |
|---|--|
| Rural zone code | <p>The application conflicts with 6.2.9.2 Purpose (3) (a) of the code as proposed Lot 22 will be under 60 ha in size.</p> <p>Despite this conflict, it is considered that the proposed development complies with the higher order strategic/specific outcomes contained in the Planning Scheme's Strategic Framework. Refer to planning discussion section of report for commentary.</p> |
| Agricultural land overlay code | The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code. |
| Airports environs overlay code | The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code. |
| Bushfire hazard overlay code | The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code. |
| Environmental significance overlay code | The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code. |
| Hill and slope overlay code | The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code. |
| Transport infrastructure overlay code | The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code. |
| Landscaping code | Not applicable for boundary realignment |
| Parking and access code | Not applicable for boundary realignment |
| Reconfiguring a lot code | <p>The application conflicts with the following performance outcomes:</p> <ul style="list-style-type: none"> • PO1.1 • PO1.2 <p>Despite conflicting with the abovementioned performance outcomes, it is considered that the proposed development complies with the higher order strategic/specific outcomes</p> |

| | |
|---|---|
| | contained in the Planning Scheme's Strategic Framework. Refer to planning discussion section of report for commentary. |
| Works, services and infrastructure code | The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code. |

(D) Planning Scheme Policies/Infrastructure Charges Plan

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

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

REFERRAL AGENCY

This application did not trigger referral to any Referral Agencies.

Internal Consultation

Not Applicable

PUBLIC NOTIFICATION

The development proposal was placed on public notification from 22 July 2020 to 13 August 2020. The applicant submitted the notice of compliance on 16 August 2020 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

No submissions were received.

PLANNING DISCUSSION

Non-compliance with assessment benchmarks contained within the Rural zone code and Reconfiguring a lot code are discussed below:

6.2.9 Rural zone code

6.2.9.2 Purpose

- (3) (a) *Areas for use for primary production are conserved and new allotments below the minimum lot size identified in Table 9.4.4.3B is not supported.*

Comment

Table 9.4.4.3B dictates a minimum reconfiguring lot size of 60 hectares for land within the Rural zone. Proposed Lot 22 is significantly less than 60 hectares in size with an area of just 2.395 hectares.

In their current configuration, both lots are less than 60 hectares in size with Lot 2 considered a rural living allotment with an area of just 10.49 hectares and questionable stand-alone agricultural viability (evidenced by the current farming lease in place). The proposed boundary realignment will

create a compliant 60 hectare allotment by recovering 8.095 hectares of arable land from Lot 2, and in-turn strengthening the agricultural viability of Lot 254.

The proposed boundary realignment will not result in any new or additional rural living allotment, nor will it create the opportunity for another dwelling house to be built within the Rural zone. Although a smaller rural lifestyle allotment will be created as a result of the realignment, the resultant benefit of increasing the agricultural viability of larger Lot 254 is considered to outweigh this fact. Smaller proposed Lot 22 will be bounded to the east by an existing 5,000m² lifestyle lot and to the north by the Kennedy Highway. Furthermore, the dwelling on proposed Lot 22 will be reasonably setback and buffered from agricultural activity on newly proposed Lot 254, so the risk of ongoing land use conflict is minimal.

Despite not complying with Purpose (3)(a) of the Rural zone code, it is considered that the proposed boundary realignment meets the intent of the higher order Strategic Framework, in that the development will not further fragment, compromise or alienate productive agricultural land, and will only increase the agricultural viability of an existing farming enterprise.

9.4.4 Reconfiguring a lot code

Area and frontage of lots - Rural zone

PO1.1

No lots are created with an area of less than 60 ha

Note: This also applies to applications for boundary realignment

AO1.1

No acceptable outcome is provided.

Comment

Proposed Lot 22 will have an area of just 2.395 hectares and is therefore non-compliant with PO1.1.

In their current configuration, both lots are less than 60 hectares in size with Lot 2 considered a rural living allotment with an area of just 10.49 hectares and questionable stand-alone agricultural viability (evidenced by the current farming lease in place). The proposed boundary realignment will create a compliant 60 hectare allotment by recovering 8.095 hectares of arable land from Lot 2, and in-turn strengthening the agricultural viability of Lot 254.

The proposed boundary realignment will not result in any new or additional rural living allotment, nor will it create the opportunity for another dwelling house to be built within the Rural zone. Although a smaller rural lifestyle allotment will be created as a result of the realignment, the resultant benefit of increasing the agricultural viability of larger Lot 254 is considered to outweigh this fact. Smaller proposed Lot 22 will be bounded to the east by an existing 5,000m² lifestyle lot and to the north by the Kennedy Highway. Furthermore, the dwelling on proposed Lot 22 will be reasonably setback and buffered from agricultural activity on newly proposed Lot 254, so the risk of ongoing land use conflict is minimal.

Despite not complying with PO1.1, it is considered that the proposed boundary realignment meets the intent of the higher order Strategic Framework, in that the development will not further fragment, compromise or alienate productive agricultural land, and will only increase the agricultural viability of an existing farming enterprise.

PO1.2

No lots are created with a frontage less than 400m

Note: This also applies to applications for boundary realignment.

AO1.2

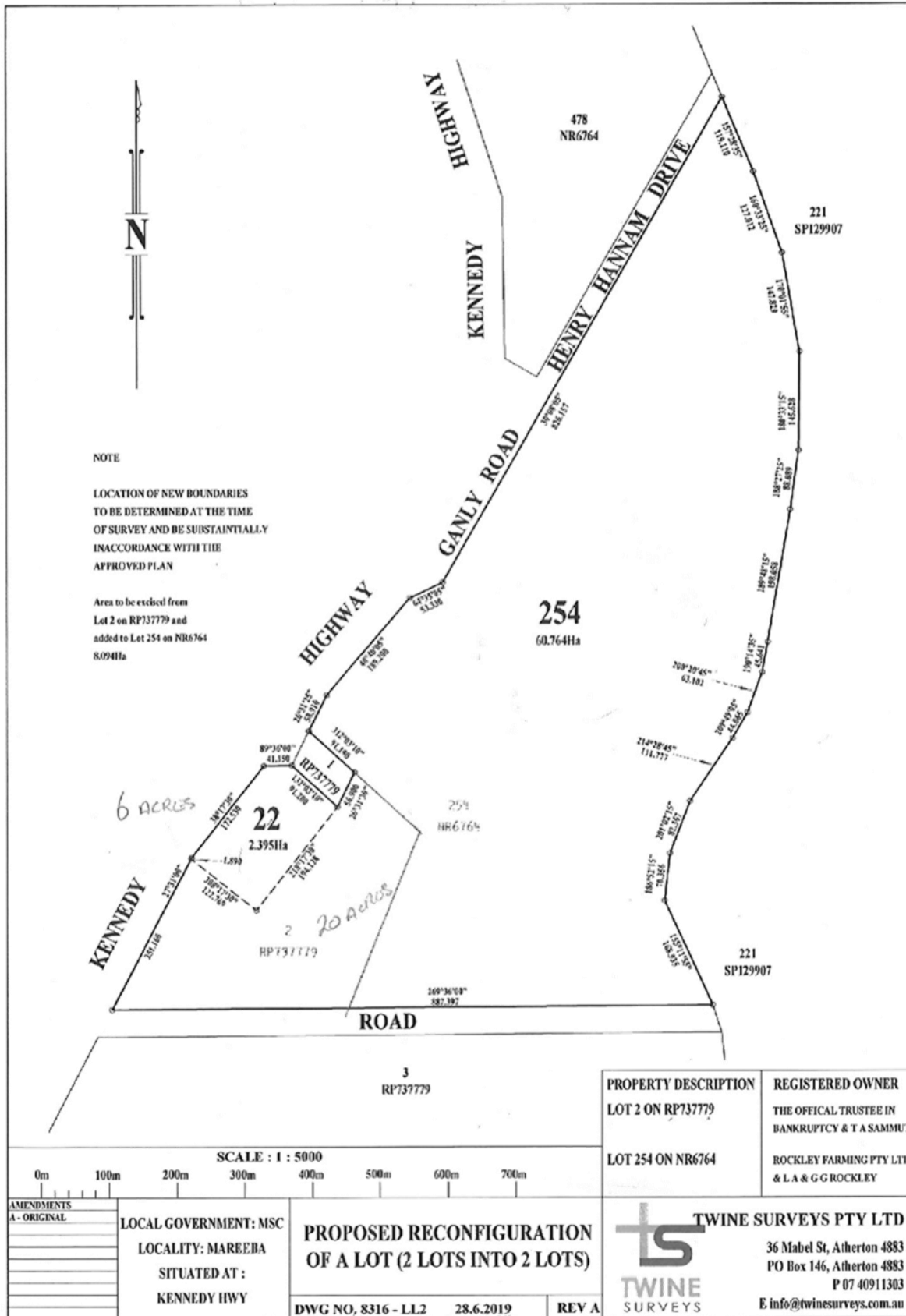
No acceptable outcome is provided.

Comment

Proposed Lot 254 complies with frontage well in excess of 400 metres. Proposed Lot 22 would have a frontage of approximately 215 metres. This frontage is adequate to provide for access, whilst maintaining a regular lot shape.


Insisting on an additional 185 metres of frontage would reduce the amount of agricultural land available for transfer to Lot 254.

The frontage proposed for each lot is appropriate.



Document Set ID: 3827719
 Version: 1 Version Date: 24/06/2020

8.2 NON-CURRENT ASSET POLICY

Date Prepared: 3 September 2020
Author: Manager Finance
Attachments: 1. [Non-Current Asset Policy](#) 

EXECUTIVE SUMMARY

As part of the ongoing organisation-wide compliance policy review work, newly created instruments are presented to Council for consideration.

RECOMMENDATION

That Council adopts the Non-Current Asset Policy.

BACKGROUND

This policy seeks to put forth a framework to guide the over-arching financial management of non-current assets held by Council, in terms of the recognition, treatment and subsequent derecognition.

In addition, this policy addresses compliance with the *Local Government Regulation 2012* and the relevant Australian accounting standards

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

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

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

IMPLEMENTATION/COMMUNICATION

Nil



Non-Current Asset Policy 2020/21

| | | | |
|---------------------|---|----------------|-----|
| Policy Type | Council Policy | Version: | 1.0 |
| Responsible Officer | Manager Finance | Date Approved: | |
| Review Officer: | Director Corporate and Community Services | Review Due: | |
| Author: | Manager Finance | Commencement: | |

1. PURPOSE

This policy provides a framework to regulate and guide the financial management of non-current assets.

2. POLICY STATEMENT

This document sets out council's policies for the recognition, recording, classification, capitalisation, valuation and disposal of non-current assets.

This policy must be read in conjunction with the *Local Government Act 2009*, the *Local Government Regulation 2012* in particular Chapter 5, Part 10 Asset Accounting and the relevant Australian Accounting Standards.

2.1 ASSET RECOGNITION

For an item to be recognised as a non-current asset in Council's financial asset register it must meet all of the following criteria:

- It is probable that the future economic benefits associated with the item will flow to council;
- The cost of the item can be measured reliably;
- Council has control of the item; and,
- The item is expected to generate benefits for council greater than 12 months;

In addition to the above requirements the following must also be applied:

- The item's cost or value must be greater than the recognition thresholds applicable to that asset class; or,
- If the item does not meet these thresholds, the nature of the expenditure may be assessed to determine whether the item is recognised in the financial asset register to ensure sound asset management processes are maintained.

2.2 ASSET CLASSES AND RECOGNITION THRESHOLDS

| Asset Class | Threshold |
|---|-----------|
| Land | \$0* |
| Buildings & Facilities | \$5,000 |
| Plant and Fleet | \$5,000 |
| Transport - Roads, Bridges and Drainage | \$5,000 |

| |
|----------------------------------|
| Non-Current Asset Policy 2020/21 |
|----------------------------------|

| | |
|-------------------|---------|
| Water | \$5,000 |
| Wastewater | \$5,000 |
| Other | \$5,000 |
| Intangible assets | \$5,000 |

*Minor land parcels with no market value, limited service potential, land that is a reserve or acquired through unpaid rates may be recorded at a nominal value.

2.3 MEASUREMENT AT RECOGNITION

An item that qualifies for recognition as an asset shall be measured at its cost at acquisition. Where an asset is acquired at no cost, or for a nominal cost, the cost is its fair value as at the date of acquisition.

2.4 MEASUREMENT AFTER RECOGNITION

Subsequent to initial recognition, each class of asset will have a prescribed valuation model used as its basis of measurement, either the Cost model or the Revaluation model.

Cost Model

Each asset shall be carried at its cost less any accumulated depreciation and any impairment losses.

Revaluation Model

Each asset shall be carried at a revalued amount, being its fair value at the date of the revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Revaluations will be made with sufficient regularity to ensure that the carrying amount does not differ materially from the fair value at the end of the financial year. Subsequent to this, the carrying amount of each asset is assessed against the relevant cost indices on an annual basis and any material changes may create a revaluation.

The basis of measurement applicable to each asset class is as follows:

| Asset Class | Valuation Model |
|---|-----------------|
| Land | Revaluation |
| Buildings & Facilities | Revaluation |
| Plant and Fleet | Cost |
| Transport - Roads, Bridges and Drainage | Revaluation |
| Water | Revaluation |
| Wastewater | Revaluation |
| Other | Cost |
| Intangible assets | Cost |

2.5 DEPRECIATION

Council uses the straight-line or amortisation method to depreciate non-current assets over its useful life that is representative of the asset's degradation pattern.

| |
|----------------------------------|
| Non-Current Asset Policy 2020/21 |
|----------------------------------|

2.6 IMPAIRMENT

Each asset class shall be assessed annually for indications of impairment and an impairment entry would be made if the impaired amount was a material amount.

2.7 DERECOGNITION

A non-current asset shall be derecognised:

- a) on disposal; or
- b) when no future economic benefits are expected from its use or disposal.

Partial derecognition may occur when:

- a) Major renewal works have been undertaken to a significant component or section of an asset; or
- b) A significant component or section of an asset is destroyed, damaged, abandoned or decommissioned with no future economic benefit expected to be generated from its use

2.8 WORK IN PROGRESS

Work in progress completion dates are to be updated, balances reviewed and reconciled on a monthly basis.

3. SCOPE

The Non-Current Asset Policy applies to all items of property, plant and equipment, intangible assets and assets held for sale as disclosed within Council's financial statements.

This policy will be applicable when performing the following functions:

- Acquiring, constructing or developing a non-current asset;
- Accounting for the costs incurred in maintaining a non-current asset
- Renewing, replacing or upgrading the service potential of a non-current asset
- Revaluing non-current assets
- Disposing of non-current assets
- Accounting for the depreciation or amortisation of non-current assets.
- Estimating useful life and residual values
- Assessing for impairment
- Reporting and disclosure of non-current assets.

4. DEFINITIONS

Acquisition date - The date on which the acquirer effectively takes control.

Amortisation - The systematic allocation of the depreciable amount of an asset over its useful life.

Asset - A resource:

- a) controlled by an entity as a result of past events; and
- b) from which future economic benefits are expected to flow to the entity.

Future economic benefits controlled by the entity as a result of past transactions or other past events.

Material - if the amount could, individually or collectively, influence the economic decisions that users make on the basis of the financial statements.

| |
|----------------------------------|
| Non-Current Asset Policy 2020/21 |
|----------------------------------|

5. RESPONSIBILITIES

This policy is directly applicable to asset custodians and council officers who have asset accounting and asset management responsibilities but generally impacts all council employees.

6. RELATED DOCUMENTS AND REFERENCES

Local Government Act 2009 (QLD)
Local Government Regulation 2012 (QLD)
Australian Accounting Standards
Procurement Policy

7. REVIEW

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 four (4) years or as required from time to time.

8.3 SOLE SUPPLIER REGISTER 2020/21**Date Prepared:** 3 September 2020**Author:** Manager Finance**Attachments:** 1. Sole Supplier Register 2020-21 Details - Confidential (under separate cover)**EXECUTIVE SUMMARY**

The purpose of this report is to recommend Council empanel contractors to its register of Sole Suppliers for the 2020/21 financial year.

RECOMMENDATION

That Council empanels the contractors listed below for the purpose of providing a register of Sole Suppliers during the 2020/21 financial year.

BACKGROUND

Council's Procurement Policy prescribes the methods for purchasing goods and services.

In accordance with Section 235 of the *Local Government Regulation 2012* titled "Other exceptions", Council is able to empanel the contractors that Council deems to be a Sole Supplier if:

- a) Council resolves that, it is satisfied that there is only one supplier who is reasonably available; or,
- b) Council resolves that, because of the specialised or confidential nature of the services that are sought, it would impractical or disadvantageous to invite quotes or tenders.

This report recommends that Council empanel contractors to its register of Sole Suppliers for the 2020/21 financial year. There are currently 41 suppliers considered sole suppliers which are listed below. This listing will be reviewed periodically and at a minimum brought to Council annually.

| Sole Supplier Register 2020/21 | |
|--|--|
| Company Name | Company Name |
| AAB Office Equipment Pty Ltd | Hach Pacific Pty Ltd |
| ABB Australia Pty Limited | HMA Flow & Industrial Pty Ltd |
| APRA Ltd Trading as One Music Australia | IDEXX Laboratories Pty Ltd |
| Avdata Australia - Septic Receiving Management | Independent Aviation Pty Ltd |
| Buda Dji Aboriginal Development Association | IPWEA |
| Buluwai Indigenous Corporation | Locus Global Australia Pty Ltd |
| Cairns Scuba Air Pty Ltd | Mareeba International Club |
| Civil Survey Solutions | Merck Pty Limited |
| Dial Before You Dig | National Association of Testing Authorities (NATA) |
| Elster Metering Pty Ltd - Honeywell | NBN Co Limited |
| Emerson Automation Solutions | NCH Australia Pty Ltd |
| Ergon Energy | Northern Groundwater Services |
| ESRI Australia Pty Ltd | NHP Electrical Engineering Products Pty |

| Sole Supplier Register 2020/21 | |
|----------------------------------|---|
| Company Name | Company Name |
| Noy Pty Ltd | Schneider Electric IT Australia Pty Ltd |
| NQ Wastetrans | Sewer Equipment Company (Aust) |
| Outback Imaging Pty Ltd | Siemens Ltd |
| Prominent Fluid Controls Pty Ltd | Taggle Systems Pty Ltd |
| RM Ritchie | Trility Solutions Australia Pty Ltd |
| Royce Water Technologies Pty Ltd | Tyrecycle |
| Safetylec Management Solutions | Water Treatment Services Aust Pty Ltd |
| SAI Global | |

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Procurement Policy

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

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

IMPLEMENTATION/COMMUNICATION

Nil

8.4 FINANCIAL STATEMENTS PERIOD ENDING 31 AUGUST 2020**Date Prepared:** 2 September 2020**Author:** Manager Finance

Attachments:

1. **Budgeted Income Statement August 2020** [↓](#)
2. **2020/21 capital works program** [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an overview of financial matters for the period 1 July 2020 to 31 August 2020.

RECOMMENDATION

That Council:

1. Note the Financial Report for the period ending 31 August 2020; and
2. Approve the amended 2020/21 Capital Works Program to include carry overs from 2019/20 and additional capital projects.

BACKGROUND

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

For the period ending 31 August 2020, the actual results are in line with the year to date budget.

The budgeted figures reflect the 2020/21 Budget as adopted by Council at the 17 June 2020 meeting. There are no issues or concerns to discuss or highlight at this stage. The surplus is due to the rates notices being issued in August 2020, which represents 50% of annual rate levies.

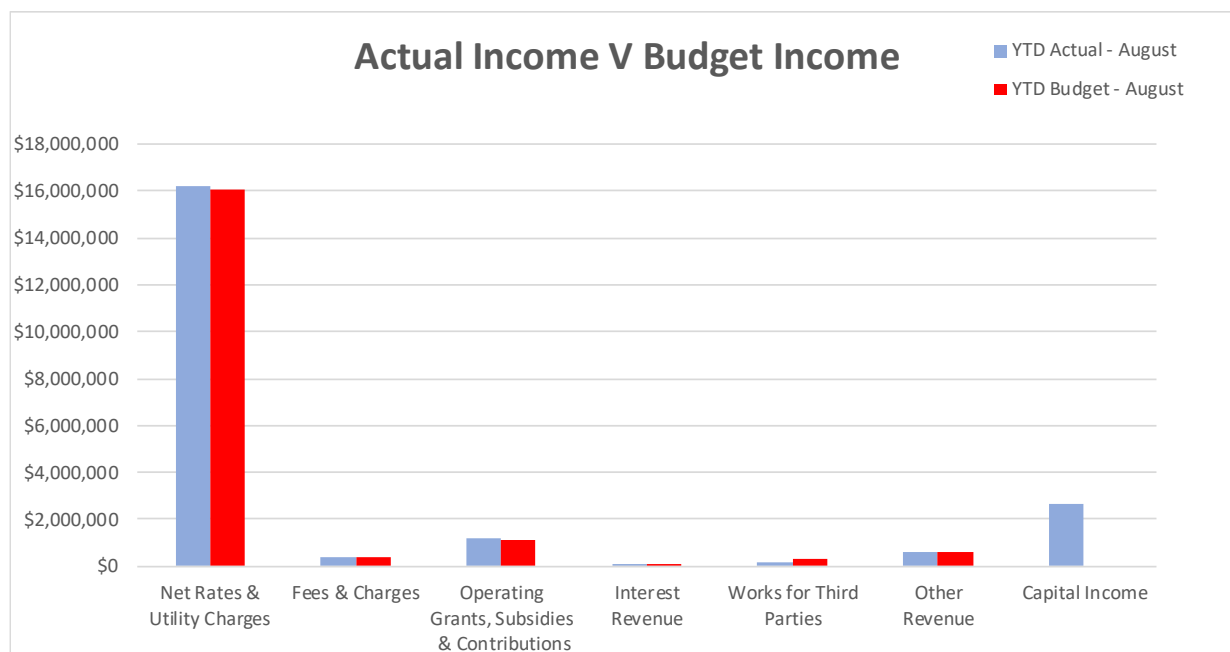
August 2020 - Snapshot

| | | |
|--|-----------|-------------------|
| Total Operating Income | \$ | 18,574,676 |
| Total Operating Expenditure | \$ | 7,042,596 |
| Operating Surplus/(Deficit) | \$ | 11,532,080 |
| Total Capital Income (grants, developer contributions) | \$ | 2,636,674 |
| Net Result - Surplus/(Deficit) | \$ | 14,168,753 |

Income Analysis

Total income (including capital income of \$2,636,674) for the period ending 31 August 2020 is \$21,211,349 compared to the YTD budget of \$18,495,247.

The graph below shows actual income against budget for the period ending 31 August 2020



| | Actual YTD | Budget YTD | Note |
|---|------------|------------|----------|
| Net Rates & Utility Charges | 16,180,147 | 16,040,708 | 1 |
| Fees & Charges | 403,717 | 375,091 | |
| Operating Grants, Subsidies & Contributions | 1,209,266 | 1,085,708 | |
| Interest Received | 23,676 | 83,417 | |
| Works for Third Parties | 143,856 | 305,583 | 2 |
| Other Revenue | 614,014 | 604,740 | |
| Capital Income | 2,636,674 | 0 | 3 |

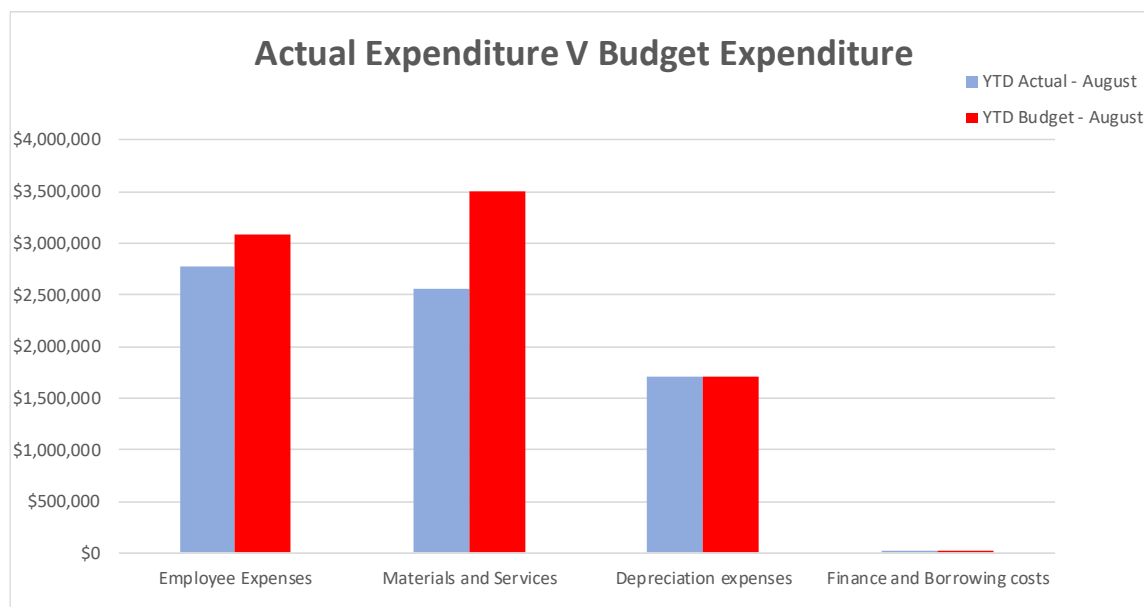
Notes:

1. Rates for the half year ending 31 December 2020 were levied in August. The favourable variance relates to the rates discount, which is only recorded when rate payments are made. As more rate payments are received before discount dates, this variance will reduce.
2. The unfavourable variance is a timing issue in relation to RMPC works (Road Maintenance Performance Contract). The budget is apportioned evenly over 12 periods however the actuals do not reflect this trend.
3. Council has already received \$2.59M in capital grants towards W4Q4, TIDS and R2R plus \$41k in developer contributions.

Expenditure Analysis

Total expenses for the period ending 31 August 2020 is \$7,042,596 compared to the YTD budget of \$8,311,247.

The graph below shows actual expenditure against budget for the period ending 31 August 2020.

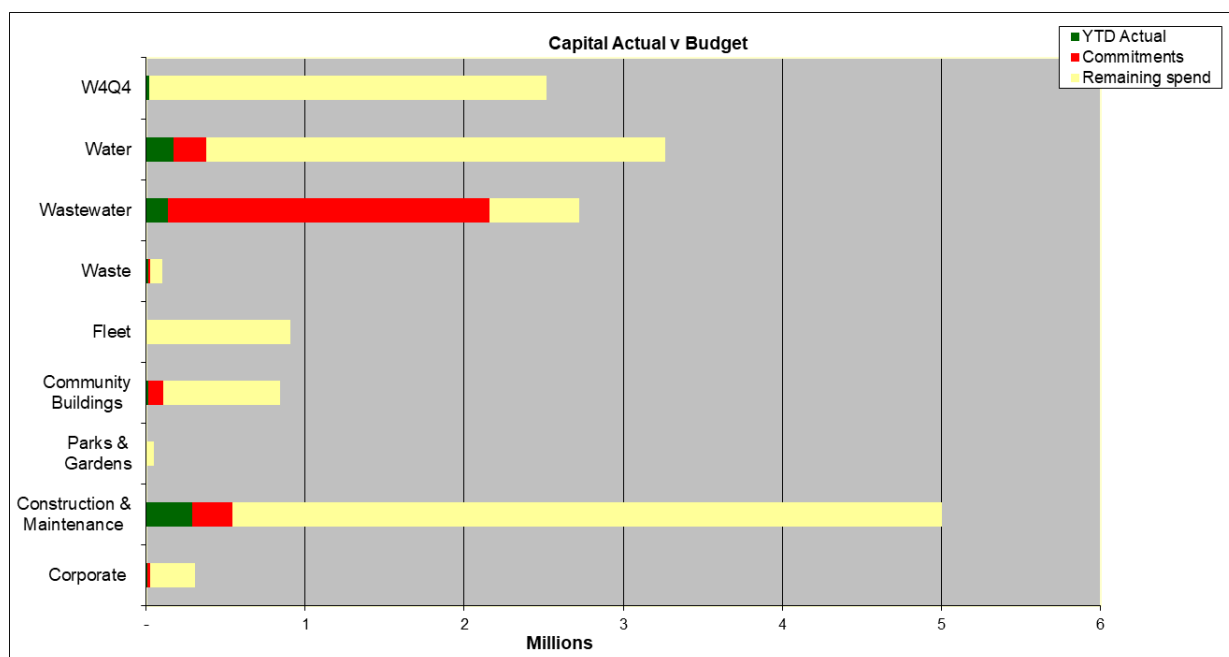


| | Actual YTD | Budget YTD | Note |
|---------------------------|------------|------------|------|
| Employee expenses | 2,772,714 | 3,084,374 | |
| Materials & Services | 2,556,854 | 3,497,742 | |
| Depreciation expenses | 1,712,932 | 1,712,932 | |
| Finance & Borrowing costs | 96 | 16,198 | |

There are no issues to highlight, or variances at this stage are due to either budget allocation timing issues and year-end journals that have not been finalised yet until audit has been completed and financial statements signed off.

Capital Expenditure

Total capital expenditure of \$3,265,683 (including commitments) has been spent for the period ending 31 August 2020 against the 2020/21 annual capital budget of \$15,720,000.



Carry over capital works from 2019/20 of \$14,928,673 are proposed to be added to the 2020/21 program. In addition to these carry overs, additional capital projects totalling \$91,634 are proposed to be included in the amended program for 2020/21 totalling \$30,740,307.

Loan Borrowings

Council's loan balance is as follows:

QTC Loans \$8,459,455

Rates and Sundry Debtors Analysis

Rates and Charges

The total rates and charges payable as at 31 August 2020 are \$13,818,937 which is broken down as follows:

| Status | 31 August 2020 | | 31 August 2019 | |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| | No. of properties | Amount | No. of properties | Amount |
| Valueless land | 18 | 728,875 | 17 | 855,373 |
| Payment Arrangement | 63 | 162,857 | 84 | 133,018 |
| Collection House | 214 | 1,081,272 | 251 | 1,015,704 |
| Exhausted – awaiting sale of land | 9 | 158,032 | 9 | 108,489 |
| Sale of Land | - | - | - | - |
| Other (includes current rates) | 7,278 | 11,687,901 | 7,098 | 11,372,340 |
| TOTAL | 7,582 | 13,818,937 | 7,459 | 13,484,924 |

The Rate Notices for the period ending 31 December 2020 were issued on 10 August 2020 with the discount due date being 18 September 2020. Total Gross Rates and Charges levied for this six (6) month period totalled \$17,189,439.

Collection House collected \$98,032 for the month of August 2020.

Sundry Debtors

The total outstanding for Sundry Debtors as at 31 August 2020 is \$991,202 which is made up of the following:

| Current | 30 days | 60 days | 90 + days |
|-----------|-----------|---------|-----------|
| \$231,560 | \$694,756 | \$5,446 | \$59,440 |
| 23% | 70% | 1% | 6% |

The majority of the 30 days total relates to the TIDS claim from the Department of Main Roads.

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 2020/21 Budget |
| <u>Consolidated</u> |

| | Actual YTD | Budget YTD | 2020/21 Budget |
|---|-------------------|-------------------|-------------------|
| Revenue | | | |
| Rates and utility charges | 16,918,556 | 17,061,526 | 34,123,050 |
| Less Discounts and Pensioner Remissions | (738,410) | (1,020,817) | (2,041,634) |
| Net Rates and Utility Charges | 16,180,147 | 16,040,708 | 32,081,416 |
| Fees and Charges | 403,717 | 375,091 | 1,367,076 |
| Operating Grants and Subsidies | 1,208,263 | 1,078,041 | 7,500,988 |
| Operating Contributions | 1,003 | 7,667 | 196,000 |
| Interest Revenue | 23,676 | 83,417 | 500,500 |
| Works for Third Parties | 143,856 | 305,583 | 1,833,500 |
| Other Revenue | 614,014 | 604,740 | 3,464,797 |
| Total Operating Revenue | 18,574,676 | 18,495,247 | 46,944,277 |
| Expenditure | | | |
| Employee Expenses | 2,772,714 | 3,084,374 | 18,272,559 |
| Materials and Services | 2,556,854 | 3,497,742 | 14,348,806 |
| Depreciation expense | 1,712,932 | 1,712,932 | 10,277,597 |
| Finance and Borrowing costs | 96 | 16,198 | 306,139 |
| Total Operating Expenses | 7,042,596 | 8,311,247 | 43,205,101 |
| Operating Surplus/(Deficit) | 11,532,080 | 10,184,001 | 3,739,176 |
| Capital Income | | | |
| Capital Contributions | 41,043 | - | - |
| Capital Grants and Subsidies | 2,585,335 | - | 3,163,665 |
| Donated Assets | - | - | - |
| Profit/(Loss) on Sale of Asset | 10,296 | (43,850) | (263,100) |
| Total Capital Income | 2,636,674 | (43,850) | 2,900,565 |
| Net Result | 14,168,753 | 10,140,151 | 6,639,741 |

| |
|---|
| Budgeted Income Statement by Fund 2020/21 Budget |
| <u>General</u> |

| | Actual YTD | Budget YTD | 2020/21 Budget |
|---|-------------------|-------------------|--------------------|
| Revenue | | | |
| Rates and utility charges | 9,259,646 | 9,250,041 | 18,500,081 |
| Less Discounts and Pensioner Remissions | (738,410) | (1,020,817) | (2,041,634) |
| Net Rates and Utility Charges | 8,521,237 | 8,229,224 | 16,458,447 |
| | | | |
| Fees and Charges | 375,047 | 324,258 | 1,062,076 |
| Operating Grants and Subsidies | 1,208,263 | 1,078,041 | 7,500,988 |
| Operating Contributions | 1,003 | 7,667 | 46,000 |
| Interest Revenue | 23,676 | 48,333 | 290,000 |
| Works for Third Parties | 124,837 | 305,583 | 1,833,500 |
| Other Revenue | 347,838 | 321,823 | 1,867,297 |
| Total Operating Revenue | 10,601,901 | 10,314,929 | 29,058,308 |
| | | | |
| Expenditure | | | |
| Employee Expenses | 2,523,769 | 2,824,058 | 16,701,034 |
| Materials and Services | 1,106,715 | 1,904,644 | 5,140,769 |
| Depreciation expense | 1,163,298 | 1,163,298 | 6,979,788 |
| Finance and Borrowing costs | 96 | 16,198 | 180,188 |
| Total Operating Expenses | 4,793,877 | 5,908,197 | 29,001,779 |
| | | | |
| Operating Surplus/(Deficit) | 5,808,024 | 4,406,732 | 56,529 |
| | | | |
| Capital Income | | | |
| Capital Contributions | 33,198 | - | - |
| Capital Grants and Subsidies | 2,360,335 | - | 3,163,665 |
| Donated Assets | - | - | (229,000) |
| Profit/(Loss) on Sale of Asset | 10,296 | (38,167) | - |
| Total Capital Income | 2,403,829 | (38,167) | 2,934,665 |
| | | | |
| Net Result | 8,211,853 | 4,368,565 | 2,991,194 |

| |
|---|
| Budgeted Income Statement by Fund 2020/21 Budget |
| <u>Waste</u> |

| | Actual YTD | Budget YTD | 2020/21 Budget |
|---|------------------|------------------|------------------|
| Revenue | | | |
| Rates and utility charges | 1,982,736 | 1,972,711 | 3,945,422 |
| Less Discounts and Pensioner Remissions | - | - | - |
| Net Rates and Utility Charges | 1,982,736 | 1,972,711 | 3,945,422 |
| Fees and Charges | 26,750 | 40,000 | 240,000 |
| Operating Grants and Subsidies | - | - | - |
| Operating Contributions | - | - | - |
| Interest Revenue | - | 8,333 | 50,000 |
| Works for Third Parties | - | - | - |
| Other Revenue | 242,870 | 275,917 | 1,555,500 |
| Total Operating Revenue | 2,252,356 | 2,296,961 | 5,790,922 |
| Expenditure | | | |
| Employee Expenses | 69,038 | 62,120 | 366,637 |
| Materials and Services | 621,565 | 776,907 | 4,626,185 |
| Depreciation expense | 61,936 | 61,936 | 371,614 |
| Finance and Borrowing costs | - | - | - |
| Total Operating Expenses | 752,539 | 900,962 | 5,364,436 |
| Operating Surplus/(Deficit) | 1,499,817 | 1,395,999 | 426,486 |
| Capital Income | | | |
| Capital Contributions | 5,157 | - | - |
| Capital Grants and Subsidies | - | - | - |
| Donated Assets | - | - | - |
| Profit/(Loss) on Sale of Asset | - | - | - |
| Total Capital Income | 5,157 | - | - |
| Net Result | 1,504,975 | 1,395,999 | 426,486 |

| |
|---|
| Budgeted Income Statement by Fund 2020/21 Budget |
| <u>Wastewater</u> |

| | Actual YTD | Budget YTD | 2020/21 Budget |
|---|------------------|------------------|------------------|
| Revenue | | | |
| Rates and utility charges | 2,610,822 | 2,565,528 | 5,131,057 |
| Less Discounts and Pensioner Remissions | - | - | - |
| Net Rates and Utility Charges | 2,610,822 | 2,565,528 | 5,131,057 |
| | | | |
| Fees and Charges | 1,920 | 10,833 | 65,000 |
| Operating Grants and Subsidies | - | - | - |
| Operating Contributions | - | - | - |
| Interest Revenue | - | 14,167 | 85,000 |
| Works for Third Parties | 554 | - | - |
| Other Revenue | 2,899 | - | - |
| Total Operating Revenue | 2,616,195 | 2,590,528 | 5,281,057 |
| | | | |
| Expenditure | | | |
| Employee Expenses | 59,955 | 83,521 | 508,172 |
| Materials and Services | 249,028 | 331,618 | 1,638,130 |
| Depreciation expense | 258,149 | 258,149 | 1,548,892 |
| Finance and Borrowing costs | - | - | 125,951 |
| Total Operating Expenses | 567,132 | 673,288 | 3,821,145 |
| | | | |
| Operating Surplus/(Deficit) | 2,049,063 | 1,917,241 | 1,459,912 |
| | | | |
| Capital Income | | | |
| Capital Contributions | 5,549 | - | - |
| Capital Grants and Subsidies | - | - | - |
| Donated Assets | - | - | - |
| Profit/(Loss) on Sale of Asset | - | (1,517) | (9,100) |
| Total Capital Income | 5,549 | (1,517) | (9,100) |
| | | | |
| Net Result | 2,054,612 | 1,915,724 | 1,450,812 |

| Budgeted Income Statement by Fund 2020/21 Budget | | | |
|---|-------------------|-------------------|-----------------------|
| <u>Water</u> | | | |
| | Actual YTD | Budget YTD | 2020/21 Budget |
| Revenue | | | |
| Rates and utility charges | 3,009,336 | 3,215,008 | 6,430,015 |
| Less Discounts and Pensioner Remissions | - | - | - |
| Net Rates and Utility Charges | 3,009,336 | 3,215,008 | 6,430,015 |
| Fees and Charges | - | - | - |
| Operating Grants and Subsidies | - | - | - |
| Operating Contributions | - | - | - |
| Interest Revenue | - | 4,167 | 25,000 |
| Works for Third Parties | 18,464 | - | - |
| Other Revenue | 20,406 | 7,000 | 42,000 |
| Total Operating Revenue | 3,048,207 | 3,226,174 | 6,497,015 |
| Expenditure | | | |
| Employee Expenses | 115,537 | 114,675 | 696,716 |
| Materials and Services | 503,941 | 426,756 | 2,797,223 |
| Depreciation expense | 216,914 | 216,914 | 1,301,483 |
| Finance and Borrowing costs | - | - | - |
| Total Operating Expenses | 836,392 | 758,345 | 4,795,422 |
| Operating Surplus/(Deficit) | 2,211,815 | 2,467,829 | 1,701,593 |
| Capital Income | | | |
| Capital Contributions | (2,861) | - | - |
| Capital Grants and Subsidies | 225,000 | - | - |
| Donated Assets | - | - | - |
| Profit/(Loss) on Sale of Asset | - | (4,167) | (25,000) |
| Total Capital Income | 222,139 | (4,167) | (25,000) |
| Net Result | 2,433,954 | 2,463,662 | 1,676,593 |

| |
|---|
| Budgeted Income Statement by Fund 2020/21 Budget |
| <u>Benefited Area</u> |

| | Actual YTD | Budget YTD | 2020/21 Budget |
|---|-----------------|----------------|----------------|
| Revenue | | | |
| Rates and utility charges | 56,016 | 58,238 | 116,475 |
| Less Discounts and Pensioner Remissions | - | - | - |
| Net Rates and Utility Charges | 56,016 | 58,238 | 116,475 |
| Fees and Charges | - | - | - |
| Operating Grants and Subsidies | - | - | - |
| Operating Contributions | - | - | 150,000 |
| Interest Revenue | - | 8,417 | 50,500 |
| Works for Third Parties | - | - | - |
| Other Revenue | - | - | - |
| Total Operating Revenue | 56,016 | 66,654 | 316,975 |
| Expenditure | | | |
| Employee Expenses | 4,415 | - | - |
| Materials and Services | 75,605 | 57,817 | 146,498 |
| Depreciation expense | 12,637 | 12,637 | 75,820 |
| Finance and Borrowing costs | - | - | - |
| Total Operating Expenses | 92,656 | 70,454 | 222,318 |
| Operating Surplus/(Deficit) | (36,641) | (3,799) | 94,657 |
| Capital Income | | | |
| Capital Contributions | - | - | - |
| Capital Grants and Subsidies | - | - | - |
| Donated Assets | - | - | - |
| Profit/(Loss) on Sale of Asset | - | - | - |
| Total Capital Income | - | - | - |
| Net Result | (36,641) | (3,799) | 94,657 |

2020-2021 Capital Works Program

| Project Code | Project | Status |
|------------------------------|---|------------|
| Transport Renewals | | |
| CP00576 | RR-01 Reseal Program. | Orginal |
| CP00581 | RR-02 Minor Culvert Renewal Program. | Orginal |
| CP00580 | RR-03 Gravel Resheet Program. | Orginal |
| CP00467 | 2019/20 Reseal/Asphalt Program | Carry over |
| CP00477 | 2019/20 Renew minor culverts - various locations | Carry over |
| CP00468 | 2019/20 Gravel Resheet | Carry over |
| Roads | | |
| CP00582 | RD-01 Chewko Road. Mareeba. Rehabilitate and widen, Ch. 0.4 to 1.1. | Orginal |
| CP00583 | RD-02 Euluma Creek Road. Julatten. Rehabilitate and Widen, Ch. 5.565 - 6.343. | Orginal |
| CP00584 | RD-03 Disaster Recovery Funding Arrangements Betterment Co-contribution. | Orginal |
| CP00585 | RD-06 Wolfram Road. Dimbulah. Priority Sections Safety Widening. Stage 1. | Orginal |
| CP00586 | RD-07 Costin Street. Mareeba. Rehabilitate Ch. 0.977 - 1.07 and asphalt overlay Ch. 1.07 - 1.105. | Orginal |
| CP00587 | RD-08 Fallon Road. Kuranda. Rehabilitate pavement, Ch. 0.874 - 0.948. | Orginal |
| CP00588 | Lerra Street (West) - Widen and Seal | Orginal |
| CP00678 | RD-10 Speewah Road. Speewah. Rehabilitate pavement, Ch. 0.345 to 0.5. and refurbish bus shelter | Orginal |
| CP00438 | MIP - Keegan Street Extension | Carry over |
| CP00560 | Design Program - design forward works | Carry over |
| CP00462 | Chettle Road Rehabilitation & Widen Ch 2.243-4.003 | Carry over |
| CP00470 | TIDS 19/20 Chettle Road rehabilitate Ch 5.5-7.21 | Carry over |
| CP00568 | NDRRA Betterment 2019/20 | Carry over |
| CP00554 | R2R/TIDS Pickford Rd Bibohra upgrades (previously W4Q3) | Carry over |
| Bridges | | |
| CP00589 | BR-01 Replace girders. Hodzic Road, Oakey Creek. Bibohra. BR-000223. | Orginal |
| CP00590 | BR-02 Renew Major Culvert, Pin Road Mutchilba. BR-000056. | Orginal |
| CP00679 | John Doyle Bridge | Orginal |
| CP00474 | Hales Siding Rd replace timber bridge | Carry over |
| CP00475 | Kanervo Rd Davies Cr Br replace bridge | Carry over |
| Drainage | | |
| CP00591 | DR-01 Amaroo Drainage Improvement. Stage 1 of 3. | Orginal |
| CP00592 | DR-02 Freedom Close. Reform existing open drain. | Orginal |
| CP00593 | DR-03 Coolamon Close. Re establish critical drain. | Orginal |
| Parking | | |
| CP00376 | Railway Ave new carpark stage 1 Mareeba | Carry over |
| Footpaths | | |
| CP00594 | FP-01 Footpath Renewal, All localities. | Orginal |
| CP00443 | 18/19 Footpath renewal program | Carry over |
| Parks and Open Spaces | | |
| CP00595 | OS-03 Firth Park , Mareeba. Aerating and top dressing. | Orginal |
| CP00596 | OS-05 Mt Molloy Centre Islands. Replace irrigation and kerbing. | Orginal |
| CP00284 | Shire Beautification Program | Carry over |
| CP00381 | Kuranda CBD renew irrigation & planting | Carry over |
| CP00482 | Sunbird Park irrigation upgrade stage 2 | Carry over |
| CP00484 | Bi-Centennial Lakes - seed funding | Carry over |
| CP00151 | Mba & Kda Pedestrian & Bikeway Study | Carry over |
| CP00156 | Mba Off Road Trails Masterplan | Carry over |

2020-2021 Capital Works Program

| Project Code | Project | Status |
|--------------|--|------------|
| W4Q3 | | |
| CP00472 | W4Q3 Bailey Street Widen Seal | Carry over |
| CP00473 | W4Q3 Lerra St Kerb & Drain Improvements | Carry over |
| CP00476 | W4Q3 Mt Mulligan Rd Crossing Adjustments | Carry over |
| CP00479 | W4Q3 Pedestrian Crossing Anzac Avenue | Carry over |
| CP00480 | W4Q3 Footpath Renewal All localities | Carry over |
| CP00481 | W4Q3 Eales Park to Ward St Footpath | Carry over |
| CP00483 | W4Q3 Gregory Terrace Pk Softfall & Equip | Carry over |
| CP00518 | W4Q3 Mba Swim Pool Replace filtration | Carry over |
| CP00520 | W4Q3 Mba Pound Upgrade pound/facility | Carry over |
| CP00522 | W4Q3 Chillagoe Hall External Refurbish | Carry over |
| CP00523 | W4Q3 Repaint Chillagoe Hub. | Carry over |
| CP00552 | W4Q3 East Mareeba CBD Byrnes St Project | Carry over |
| CP00553 | W4Q3 Rankin St Office Replace Air Con | Carry over |
| CP00555 | W4Q3 - John Doyle Bridge Upgrade | Carry over |
| CP00556 | W4Q3/Bridge Prg - John Doyle Bridge Upgrade - Other FUNDING | Carry over |
| W4Q4 | | |
| CP00680 | Bicentennial Lakes Solar Lighting | Orginal |
| CP00636 | FA-05 Dimbulah Hall. Replace linoleum flooring. | Orginal |
| CP00638 | FA-07 Riverside Caravan Park. Refurbish shower amenity block. | Orginal |
| CP00639 | FA-08 Dimbulah Caravan Park. Refurbish dongas and front office facilities. | Orginal |
| CP00641 | FA-10 Mareeba Heritage Centre. Sand and paint timber floors of Main Centre Building, including café. | Orginal |
| CP00642 | FA-11 Dimbulah Swimming Pool. Refurbish kiosk. | Orginal |
| CP00643 | FA-12 Refurbish Kuranda Recreation Centre Hunter Park. | Orginal |
| CP00645 | FA-16 Dimbulah Hall and Shire Hall Park. Electrical Capacity Upgrade. | Orginal |
| CP00681 | Mt Molloy Community Hall Refurbishments | Orginal |
| CP00682 | Arnold Park Toilet Upgrade | Orginal |
| CP00684 | Pound upgrade | Orginal |
| CP00685 | Cedric Davies Community Hub - Library project | Orginal |
| CP00687 | Rankin Street Public Disability Toilet | Orginal |
| CP00669 | OTH-10 Dimbulah Swimming Pool Solar | Orginal |
| CP00670 | OTH-11 Mareeba WWTP Solar | Orginal |
| CP00671 | OTH-12 Mareeba Swimming Pool Solar | Orginal |
| CP00672 | OTH-13 Mareeba Booster Pump Solar | Orginal |
| CP00673 | OTH-17 Mareeba Water Treatment Plant Solar | Orginal |
| CP00674 | OTH-18 Kuranda Aquatic Centre Solar | Orginal |
| CP00675 | OTH-19 Kuranda Water Treatment Plant Solar | Orginal |
| CP00676 | Community Hub Solar | Orginal |
| CP00677 | OTH-21 Centenary Booster Pump Solar | Orginal |
| Waste | | |
| CP00565 | WT-01 Connect Kuranda Waste Transfer Station to the Ergon network. | Orginal |
| CP00566 | WT-02 Kuranda Transfer Station Reserve Fire Fighting Water Tank and Bore. | Orginal |

2020-2021 Capital Works Program

| Project Code | Project | Status |
|-------------------|---|------------|
| <u>Water</u> | | |
| CP00597 | WA-01 Warril Drive New Water Main and Booster - Non Discretionary. Required to sustain services. | Original |
| CP00598 | WA-04 AC pipe replacement for urgent works. | Original |
| CP00599 | WA-06 Kuranda WTP. Replace backwash blowers. | Original |
| CP00600 | WA-07 Replace clarifier bridge scraper Kuranda WTP. | Original |
| CP00601 | WA-08 SCADA Cybersecurity Upgrade. | Original |
| CP00602 | WA-09 Mareeba and Kuranda. Staged start up of raw water pumps upgrade. | Original |
| CP00603 | WA-10 Mareeba. Based on a successful trial of new turbidity meters, implement automated backwash on high turbidity. | Original |
| CP00604 | WA-11 Mareeba, Kuranda and Dimbulah. Replace chlorine analysers. | Original |
| CP00605 | WA-12 Mareeba filter 3. Install dedicated backwash pumps and reconfiguring wash water feed pipes. | Original |
| CP00606 | WA-13 Install conductivity meter on raw water transfer line. Trend conductivity on SCADA. Chillagoe. | Original |
| CP00607 | WA-14 Install a static mixer and injection quill for ACH dosing. Kuranda. | Original |
| CP00608 | WA-15 Rankin Street West Water Main Replacement and Upgrade. | Original |
| CP00609 | WA-16 Kuranda Mason Road Booster Pump Station Generator 30KVA. | Original |
| CP00610 | WA-17 Overhaul Kuranda Treatment Plant Sedimentation Tank. | Original |
| CP00611 | WA-18 Telemetry/SCADA Upgrades. | Original |
| CP00612 | WA-19 Valve Replacement Program (Reticulation). | Original |
| CP00613 | WA-20 Mareeba. Coagulation mixing renewal. | Original |
| CP00614 | WA-21 Mareeba. Clarifier condition assessment. | Original |
| CP00615 | WA-22 Mareeba. Optimise clarifier performance upgrade. | Original |
| CP00616 | WA-23 Mareeba. Backwash operation renewal. | Original |
| CP00617 | WA-24 Chillagoe WTP Arsenic Removal Plant - Filtration - Multi Media Pressure Filters - Media. | Original |
| CP00618 | WA-26 WA-004018 Racecourse Irrigation Booster Pump Station and WA-004021 Centrifugal Pump. | Original |
| CP00619 | WA-27 Hydrants Renewal Program. | Original |
| CP00563 | Replace generator - Mba Water Treatment Plant | Carry over |
| CP00564 | Replace existing reservoirs - Chillagoe | Carry over |
| CP00570 | Irvinebank McDonald Bridge Flood Monitoring | Carry over |
| CP00573 | Chillagoe Water Supply Investigation | Carry over |
| <u>Wastewater</u> | | |
| CP00620 | WW-01 Telemetry/SCADA Upgrades. | Original |
| CP00621 | WW-02 New standby generators for 2 priority pump stations. | Original |
| CP00622 | WW-03 Mareeba Sewer CCTV & Relining Program. | Original |
| CP00623 | WW-04 Manhole Rehabilitation and Replacement Program. | Original |
| CP00624 | WW-05 KSTP Effluent Chemical Dosing Storage Structure. | Original |
| CP00625 | WW-06 Replace KSTP Clarifier Bridge Drive. | Original |
| CP00626 | WW-07 Replace KSTP Bioreactor Aeration Diffusers. | Original |
| CP00627 | WW-08 Replace KSTP SMBS Dosing Pumps | Original |
| CP00628 | WW-09 Mareeba Aeration diffusers every 5 years. | Original |
| CP00629 | WW-10 Mareeba Inline instruments component replacements. | Original |
| CP00630 | WW-11 Davit Arm Safety System for Sewer Pump Stations. | Original |
| CP00631 | WW-12 Renew Mareeba and Kuranda Reticulation Pumps. | Original |
| CP00632 | WW-14 SCADA Cybersecurity Upgrade. | Original |
| CP00500 | Telemetry/SCADA upgrades 19/20 | Carry over |
| CP00503 | Mba Sewer CCTV & relining program 19/20 | Carry over |
| CP00505 | Manhole Rehab & Replace Program 19/20 | Carry over |
| CP00508 | Minor sewerage station H2S protection | Carry over |

2020-2021 Capital Works Program

| Project Code | Project | Status |
|-----------------------------------|--|------------|
| Facilities | | |
| CP00633 | FA-01 Koah Tennis Court. Remove or replace the unstable timber light poles with metal poles and caged footings within concrete. | Original |
| CP00634 | FA-03 Toilet Facility Refurbishments. | Original |
| CP00635 | FA-04 Mareeba, Dimbulah and Kuranda Aquatic Facilities. Remote monitoring upgrade for all swimming pools. | Original |
| CP00637 | FA-06 Mareeba Leagues Club. Roof repairs. | Original |
| CP00640 | FA-09 Kuranda Community Precinct. Replace old iron louvers, replace gutters and roofing. | Original |
| CP00644 | FA-13 Remove Mareeba Swimming Pool Heating and repair damage to gymnasium hall roof. | Original |
| CP00683 | Irvinebank Public Amenities Refurbishment | Original |
| CP00686 | Cedric Davies Community Hub - airconditioner | Original |
| CP00186 | Mareeba Library business case & design | Carry over |
| CP00194 | Kda Rec Centre - Refurb | Carry over |
| CP00433 | Donga - Mba Animal refuge caretaker | Carry over |
| CP00519 | Cedric Davies Community Hub | Carry over |
| CP00521 | Mareeba Leagues Club grandstand dressing rooms. Replace the existing rubber tiles with continuous rubber matting | Carry over |
| CP00526 | Mareeba Swimming Pool. pool heater. | Carry over |
| CP00446 | Kuranda new Cemetery | Carry over |
| Depots and Council Offices | | |
| CP00646 | DP-01 Rankin Street Office. Upgrade Lighting. | Original |
| CP00647 | DP-02 Kuranda Depot. Install hardstand and improve drainage. | Original |
| CP00648 | DP-03 Rankin Street Office. Replace carpet in the downstairs offices. | Original |
| CP00649 | DP-05 Rankin Street Office. Paint internal walls and ceiling. | Original |
| CP00515 | Replace Parks & Gardens Depot Shed, Mareeba | Carry over |
| Community Housing | | |
| CP00650 | CH-01 4 Dickenson Close Mareeba. Renew wet area flooring in the bathroom. | Original |
| CP00651 | CH-02 Kitchen replacement program. | Original |
| CP00652 | CH-03 16 Close St Mareeba. Concrete path renewal. 16 Close St, Mareeba. | Original |
| CP00653 | CH-04 1 Wilkes St Mareeba. Roof replacement including insulation. 1 Wilkes St Mareeba. | Original |
| CP00654 | CH-05 BD-000545 9 Lyons Street. BD-000545 9 Lyons Street Renovate bathroom to seal and prevent water leaks. | Original |
| CP00655 | CH-06 Internal painting for five properties. | Original |
| CP00656 | CH-07 4 Buck Street Mount Molloy. Refurbish fire separating wall. | Original |
| CP00460 | Structural works 2A-2F Barang St Kuranda | Carry over |
| Fleet | | |
| CP00657 | FL-01 Replace Isuzu Prime Mover Unit 681. | Original |
| CP00658 | FL-02 New Four post vehicle hoist. | Original |
| CP00659 | FL-03 Replace Unit 6 Komatsu Grader. | Original |
| CP00660 | FL-06 Replace Unit 5432 Sewerage Jet Rodder Trailer with a hydro vac truck. | Original |
| CP00427 | GPS Vehicle Management System | Carry over |
| CP00529 | Replace Unit 625 Mitsubishi Truck | Carry over |
| CP00531 | Replace Unit 620 Mitsubishi D/ CabTipper | Carry over |
| CP00537 | Repaint Unit 632 Mitsubishi Single cab fitted with 3 way tipping body to extend useful life | Carry over |
| CP00579 | Replace Plant Unit 1333 | Carry over |
| KIAC | | |
| CP00258 | KIAC Therwine St Redevelop Stage 2 | Carry over |
| CP00331 | KIAC Barron Falls Walking Track Phase 2 | Carry over |
| CP00336 | KIAC - New Wayfinding Signage | Carry over |
| CP00337 | KIAC - Information Technology | Carry over |
| CP00338 | KIAC Jum Rum Cr Walk Track rehab | Carry over |
| CP00561 | KIAC Jungle Walk Track rehab | Carry over |
| Other | | |
| CP00661 | OTH-01 Refresh Training PC fleet | Original |
| CP00662 | OTH-02 MFD Printer/Copier Replacement Rankin Street Downstairs Admin | Original |
| CP00663 | OTH-03 MFD Printer/Copier Replacement Rankin Street HR | Original |
| CP00664 | OTH-04 MFD Replacement Mareeba Library Staff | Original |
| CP00665 | OTH-05 UPS (Uninterruptible Power Supply) Replacements | Original |
| CP00666 | OTH-06 Guardian IMS Implementation | Original |
| CP00667 | OTH-07 ICT - Annual Cloud Implementation | Original |
| CP00668 | OTH-08 Rankin Street Generator Auto Transfer test functionality | Original |
| CP00549 | Asset Inspection Hardware | Carry over |
| | Cemetery Beam | New |

8.5 LEASE OF LOT 888 NR7943

Date Prepared: 7 September 2020

Author: Manager Development and Governance

Attachments: Nil

EXECUTIVE SUMMARY

Bartter Enterprises Pty Limited ("Bartter"), have approached Council seeking an extension to their deadline from the 31 August 2020 to 30 September 2020 to execute proposed land tenure arrangement on Lot 888 NR7943 and the associated tenure arrangements for the proposed pipeline.

RECOMMENDATION

That Council requires Bartter Enterprises to execute its agreement in association to Lot 888 NR7943 by the 30 September 2020.

BACKGROUND

Council at its ordinary meeting on 10 October 2019 delegated authority to the CEO to negotiate a lease arrangement with Bartter for tenure over a 46-hectare area within Lot 888 NR7943 and the route for the pipe work from Lot 69 SP108023. At the ordinary meeting of 2 July 2020 Council moved a motion for Bartter to execute the tenure arrangements by 31 August 2020.

Currently, Bartter and Council have agreed on the content of the instruments and we are waiting on final Survey Plans and Drawings to execute the agreements. The reason for the request for an extension has been brought about due to a recent receipt of correspondence raising Native Title Concerns that the Council were responsible for addressing.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Bartter has agreed to increase their reimbursement of legal expenditure from \$5,000 to \$15,000 to cover the additional costs incurred in preparing the instruments.

LINK TO CORPORATE PLAN

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

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

IMPLEMENTATION/COMMUNICATION

Nil

8.6 MAREEBA AND DISTRICT PONY CLUB INC PROPOSED MANAGEMENT AGREEMENT WITH NORTH QUEENSLAND WORKING HORSE ASSOCIATION INC.

Date Prepared: 25 August 2020

Author: Manager Development and Governance

Attachments:

1. Mareeba & District Pony Club Inc writes to Council to propose an agreement with North Queensland Working Horse Association Inc. [↓](#)
2. Borzi Park Survey Plan [↓](#)
3. Borzi Park Aerial View of Leased Areas [↓](#)

EXECUTIVE SUMMARY

Council currently has a Trustee Lease with Mareeba and District Pony Club Incorporated (MDPC) over Lease area J Lot 421 on SP254843. MDPC has approached Council to seek permission to enter into a tenure agreement with North Queensland Working Horse Association Incorporated (NQWHA) over their currently leased area (formerly known as Lot 421 on NR4771, currently known as Lease J in Lot 421 on SP254843 as shown on Survey Plan SP297027), corner of Hales Street and Chewko Road, Mareeba.

RECOMMENDATION

That Council approves of Mareeba and District Pony Club Incorporated entering into a tenure arrangement, being a Licence Agreement, with North Queensland Working Horse Association Incorporated over part of the land currently leased known as Lease area J Lot 421 on SP254843.

BACKGROUND

Mareeba and District Pony Club (MDPC) currently holds a Trustee Lease with Mareeba Shire Council on a large section of Borzi Park, the lease is due to expire 31 August 2029. MDPC has been approached by another local equine club to enter into an agreement allowing the club to utilise their land and facilities.

The land where North Queensland Working Horse Association (NQWHA) has been operating at Bibohra for the past six (6) years has been sold and the club is needing to vacate the premises and find an alternative location for their future operations.

MDPC and NQWHA propose a mutually beneficial agreement whereby both clubs can share the grounds, ultimately hosting equine sports at one (1) venue for the Mareeba and district community.

Due to the land at Borzi Park being Reserve land of which Council is the Trustee, it is recommended MDPC enter into a Licence Agreement with NQWHA allowing the equine clubs to jointly utilise the land. MDPC will hold the overarching tenancy agreement being the Trustee Lease and be responsible for overseeing the arrangements of the Licence Agreement with NQWHA.

RISK IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

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

IMPLEMENTATION/COMMUNICATION

MDPC to be advised of Council resolution and where required Council Officers to assist MDPC with drafting of Management Agreement.

Nil



MAREEBA & DISTRICT PONY CLUB

PO BOX 1157 40 CHEWKO ROAD, MAREEBA 4880

GOV + LEASING

President: Leonie Jennings Ph: 0428 921 326
Secretary: Wendy Lehmann Ph: 40 927886

Treasurer: Neil Enderlin Ph: 0409 923 237
Chief Instructor: Lyn White Ph: 40 868046

5th August, 2020

Mareeba Shire Council
Att: Anthony Archie
Manager Development & Governance
PO Box 154
MAREEBA QLD 4880



Dear Sir

The Mareeba & District Pony Club Inc. (MDPC) currently holds a lease on a large section of Borzi Park at 40 Chewko Road. This lease runs until 31/08/2029. Another equine club, the North Queensland Working Horse Association (NQWHA) has recently had to vacate their home grounds on private property due to the property being listed for sale.

The MDPC has assessed their grounds and believe that they could share their grounds with the NQWHA quite amenably. The NQWHA would come to the grounds with most of their own infrastructure (cattle yard panels, shipping container clubhouse, grandstands, waterers, stock feeders etc). The only shared assets between the clubs would be the northern amenities block and the camping grounds.

The clubs would liaise so that any major events weekends would not clash. Smaller events could be run concurrently, due to the size of the grounds.

Both clubs would benefit from the arrangement. NQWHA would get a home ground. MDPC would get access to cattle, which is an important part of Pony Club, but something MDPC had not been able to offer their members up to this point, due to the lack of appropriate cattle handling facilities.

The clubs would share the costs of rates and electricity but be responsible for the maintenance of their respective areas. MDPC proposes that the NQWHA sites their facilities on the northern boundary between the current sand arena, northern amenities block and the new gear shed, but allows that changes may need to be made to this if their facilities don't quite fit within the proposed area.

MDPC proposes that we sublease this portion of the grounds to NQWHA unless advised of a more appropriate arrangement.

Representatives from both clubs would be available to meet with yourself or representatives of Mareeba Shire Council to discuss the matter further if and when required.

Yours sincerely

Leonie Jennings
President



382 BILWON ROAD, BIBOOHRA
 P.O. BOX 1785 MAREEBA Q.L.D. 4880
 PHONE: 0429773345
 EMAIL: julie.birdsall@bigpond.com
 BSB: 633 000 ACC: 144197902

5/8/2020

PROPOSAL FROM NQWHA TO MAREEBA SHIRE COUNCIL RE:

**POSSIBLE MOVE TO MAREEBA DISTRICT PONY CLUB, 40 Chewko road
 Mareeba Qld**

The NQWHA has been leasing a parcel of land at Biboorha for the past 6 years and now with the landlord proposing to sell the property, the Club has to relocate to a new venue. At the moment all our Club property is in storage, awaiting a new venue.

We have been in liaison with the Committee of the Mareeba District Pony Club with the prospect of forming an agreement between NQWHA and the Mareeba District Pony Club for NQWHA to relocate to the Pony Club grounds with them, with a possible option to enter a Sub Lease agreement for NQWHA and MDPC and Mareeba Shire Council.

The Mareeba Pony Club grounds entrance is on 40 Chewko Road, between the Racecourse and the Industrial area of town.

NQWHA has an extensive amount of equipment and would be self-contained not impacting on the Pony Club facilities and be prepared to work with the pony club at all levels.

This would be most beneficial for both clubs to be able to interact with each other on certain disciplines and provide a central point for the Mareeba and District Community for equine sports.

North Queensland Working Horse Association Inc.

"Every time you ride, your either educating or un-educating your horse."



382 BILWON ROAD, BIBOOHRA
 P.O. BOX 1785 MAREEBA Q.L.D. 4880
 PHONE: 0429773345
 EMAIL: julie.birdsall@bigpond.com
 BSB: 633 000 ACC: 144197902

Overview of the NQWHA formerly (North Queensland Cutting Horse Ass Inc

Was formed on 15/1/2006

Incorporated 24/2/2006 Incorporation no: IA34460

ABN: 96 486 098 374

Change of name from North Queensland Cutting Horse Ass Inc to North Queensland Working Horse Ass Inc on 28/11/2017

Insurance with Affinity / Liberty International Policy No: 441926
 Certificate of Currency attached.

Bio Security Management plan in place.

NQWHA Proposed Activities over a 12-month period, weather and dates dependent of course.

Cutting Show /Competition 1-2 per year (Cattle)

Ranch Sorting Competition Events 4 -5 per year (Cattle)

Western Pleasure Show 2 per year

Training 6 times a year (once a month) with local trainer/ Instructor

Clinics with trainers 2 per year

North Queensland Working Horse Association Inc.

"Every time you ride, your either educating or un-educating your horse."



382 BILWON ROAD, BIBOOHRA
 P.O. BOX 1785 MAREEBA Q.L.D. 4880
 PHONE: 0429773345
 EMAIL: julie.birdsall@bigpond.com
 BSB: 633 000 ACC: 144197902

Equipment: complete portable cattle yards, set up for cattle handling, portable yard panels, gates, cattle loading ramp, cattle race and head bale, stock water troughs, stock hay feeders

Portable Panels and Gates for Arena 28m X 40m

Portable Panels and Gates for Two Round Yards

Spectator seating /Judges seating stands (made to safety standards)

Portable Donga/ Canteen Club storage (new)

Western Pleasure Trail Equipment, Bridge, Gate, Drums, Poles

Your consideration for this proposal would benefit both sectors of these two equine sports, the Mareeba Community and the greater Tablelands area.

If you require further information, please contact myself Julie Birdsall/Secretary NQWHA

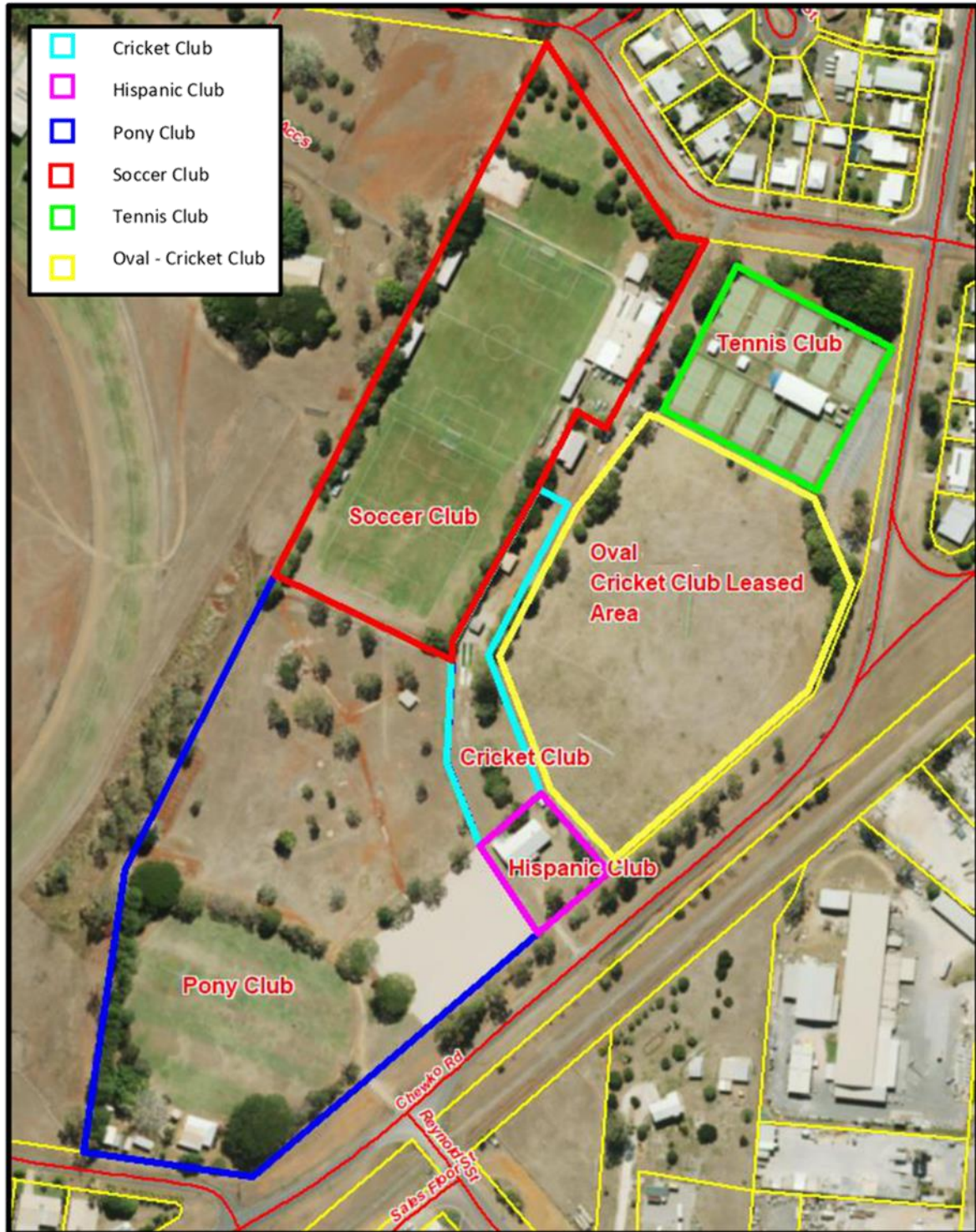
North Queensland Working Horse Association Inc.

"Every time you ride, your either educating or un-educating your horse."



Shared Use of Lease J in Lot 421 on SP254843 as shown
on Survey plan SP297027
Between Mareeba & District Pony Club Inc.
and North Queensland Working Horse Association Inc.

Borzi Park - Various Clubs leased areas



8.7 DELEGATIONS UPDATE SEPTEMBER 2020

Date Prepared: 1 September 2020

Author: Manager Development and Governance

Attachments:

1. Instrument of Delegation Land Regulation 2020 [↓](#)
2. Table of Delegable Powers [↓](#)

EXECUTIVE SUMMARY

As part of the monthly delegations update service provided by MacDonnells Law, Council is advised of amendments to various pieces of legislation that require amendments to existing delegations or new delegations to be made by Council.

Additionally, propose the appoint of Director Corporate & Community Services as an acting Chief Executive Officer per section 195 (b) *Local Government Act 2009*.

RECOMMENDATION

That:

1. Council delegates the exercise of the powers contained in the attached Instrument of Delegation, and Table of Delegable powers, with such powers to be exercised subject to any limitations and conditions; and
2. Any prior delegations of power relating to the same matters are revoked;
3. Council appoints the Director Corporate & Community Services as acting Chief Executive Officer for all periods when the Chief Executive Officer is absent from duty or can not, for another reason, perform the Chief Executive Officer's responsibilities per section 195 (b) *Local Government Act 2009*; and
4. Council delegates authority to the Mayor or Chief Executive Officer to appoint an acting Chief Executive Officer in the event that the Director Corporate & Community Services is absent from duty or can not, for another reason, perform the Chief Executive Officer's responsibilities per section 195 (b) *Local Government Act 2009* .

BACKGROUND

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

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

The attached Instrument of Delegation displays the list of powers that have been identified as requiring delegation to the CEO.

The attached Table of Delegable Powers displays the list of amendments to powers that have been identified as requiring delegation to the CEO.

Land Act 1994 (Qld) (LANA)

The LANA was amended by the Natural Resources and Other Legislation Amendment Act 2019 by proclamation on 1 July 2020. The amendments to the Act were made to ensure the clear and effective application of the Act, improve administrative efficiency and reduce regulatory burden across a number of policy issues. The amendments to our documents relate to a change of decision-making responsibilities from the Minister to the Chief Executive to allow for an increase in administrative efficiency of the Land Act

Land Regulation 2020

The *Land Act 1994* (Qld) provides the mechanisms for Council business functions on matters of land tenure such as Trustee Leases, Permits to Occupy, relinquishments, acquisitions and valuations of Reserve lands for which Council is assigned as Trustee under Deed instrument from the State.

The *Land Regulation 2020* (Qld) (LANR 2020) commenced on 1 July 2020 and repealed the *Land Regulation 2009* (Qld). The LANR 2009 automatically expired on 1 September 2020 due to an automatic sunset review in accordance with section 54(1) of the *Statutory Instruments Act 1992* (Qld). The LANR 2020 remakes the LANR 2009 with some amendments relating to simplifying processes and updating the regulation generally for consistency across provisions and other Acts.

Mineral Resources Act 1989 (Qld) (MIRA)

The MIRA was amended by the Mineral and Energy and Other Legislation Amendment Act 2020 which commences 7 September 2020. The amendment has resulted in some minor changes. The amendments consist of the removal of Chapter 13, Part 2 as a consequential change to consolidating the conference provisions in the Mineral and Energy Resources (Common Provisions) Act 2014.

Local Government Regulation 2012 (Qld) (LOGR)

The LOGR will be amended by the Local Government Legislation (Integrity) Amendment Regulation 2020 which commences on 12 October 2020, immediately after the commencement of section 81 of the Electoral and Other Legislation (Accountability and Other Matters) Amendment Act 2020 (Qld). The amendments to the Act consist of changes to:

1. promote transparency, accountability and consistency in relation to the requirements for the organisation and conduct of meetings of a local government and a committee of the local government (local government meetings);
2. promote transparency, accountability and consistency in relation to registers of interests;
3. provide for the following matters in relation to councillor advisors:
 - (a) prescribe which local governments may engage advisors and the maximum number of advisors that may be appointed by councillors in those local governments;
 - (b) the criteria to which the Remuneration Commission must have regard when making a recommendation to the Minister about making a regulation relating to advisors;
 - (c) register of interests requirements for advisors and persons related to them;
4. approve a new Code of Conduct for Councillors under the LGR to implement recommendation 2 of the Government's response to the Yabber Report and to reflect the new process in the Integrity Act for managing councillors' conflict of interest; and
5. make other minor and/or consequential amendments as necessary.

The changes to the Table of Delegable Powers are minor to reflect the publishing of a notice for Council meetings.

Acting CEO Delegation

The CEO during periods of the year may be absent from the Council office for personal or Council related activities. To act as acting CEO council must make a resolution per section 195 *Local Government Act 2009* (a) if the position is vacant (b) if the CEO is absent or unable to fulfil their duties. It's appropriate that Council has a standing resolution appointing an acting CEO under section 195 (b) to ensure Council operations are not interrupted.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

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

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

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

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

Nil

INSTRUMENT OF DELEGATION

Mareeba Shire Council ***Land Regulation 2020 ("LANR")***

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

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

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

Schedule 1

Land Regulation 2020 ("LANR")

Part 3 – Matters affecting land holdings

Division 1 – Purchase price and valuations for particular purposes

| Entity power given to | Section of LANR | Description |
|-----------------------|-----------------|--|
| Lessee | 19 | Power to appeal against the purchase price decision. |

Part 4 – Rents and instalments

Division 2 – Categorisation of tenures for rental purposes

Subdivision 3 – Allocating particular tenures to rental categories

| Entity power given to | Section of LANR | Description |
|--------------------------------|-----------------|--|
| Prospective lessee or licensee | 31(3) | Power to appeal against the rental category decision. |
| Lessee | 31(4) | In the circumstances stated in section 31(4), power to appeal against a decision of the Minister to change the rental category of the lease. |
| Prospective permittee | 32(3) | Power to appeal against a decision of the chief executive to allocate the permit to a rental category for calculating the rent payable for the permit. |

Part 8 – General

Division 2 – Declared beach areas

Subdivision 2 – Use conditions

| Entity power given to | Section of LANR | Description |
|----------------------------------|-----------------|---|
| Manager of a declared beach area | 85(1) | Power to form a reasonable belief that the closure of the declared beach area is necessary, and power to temporarily close the declared beach area. |
| Manager of a declared beach area | 85(2) | Power to authorise a person to access a closed beach area. |

Schedule 2

LIMITATIONS TO THE EXERCISE OF POWER

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

[2020 07 01 - LANR - Delegation Instrument]

Delegable Powers under the Land Act 1994 ("LANA")

**CHAPTER 3 – RESERVES, DEEDS OF GRANT IN TRUST AND
ROADS**

Part 1 – Reserves and deeds of grant in trust

Division 2 – Reserves

| Entity power given to | Section of LANA | Description | Date of Resolution of Delegation to the CEO | Limitations and Conditions |
|-----------------------|-----------------|--|---|----------------------------|
| Local Government | 34H(1) | Power to apply in writing to the Chief Executive, to remove improvements from a revoked reserve. | | |

Division 3 – Deeds of grant in trust

| Entity power given to | Section of LANA | Description | Date of Resolution of Delegation to the CEO | Limitations and Conditions |
|---|-----------------|---|---|----------------------------|
| Owner of improvements on a deed of grant in trust that has been cancelled | 38G(1) | Power to apply in writing to the Chief Executive, to remove the owner's improvements on a deed of grant in trust. | | |

Division 6 – Powers of trustee

| Entity power given to | Section of LANA | Description | Date of Resolution of Delegation to the CEO | Limitations and Conditions |
|---|-----------------|--|---|----------------------------|
| Owner of improvements on a deed of grant in trust that has been surrendered | 55H(1) | Power to apply in writing to the Chief Executive , to remove the owner's improvements on a surrendered deed of grant in trust. | | |

CHAPTER 5 – MATTERS AFFECTING LAND HOLDINGS

Part 4 – Forfeiture

Division 3A – Sale of lease instead of forfeiture

| Entity power given to | Section of LANA | Description | Date of Resolution of Delegation to the CEO | Limitations and Conditions |
|-----------------------|-----------------|---|---|----------------------------|
| Lessee | 240E(1) | Power to make a written application apply, in writing, to the Chief Executive for permission to sell the lease. | | |

CHAPTER 6 – REGISTRATION AND DEALINGS

Part 4 – Dealings affecting land

Division 2 – Surrender

| Entity power given to | Section of LANA | Description | Date of Resolution of Delegation to the CEO | Limitations and Conditions |
|--|-----------------|---|---|----------------------------|
| Registered Owner of freehold land | 327B | Power to apply in writing to the Chief Executive , to surrender freehold land. | | |
| Lessee | 327C(1) | Power to apply in writing to the Chief Executive , to surrender all or part of a lease. | | |
| Owner of improvements on a lease that has been surrendered | 327I(1) | Power to apply in writing to the Chief Executive , to remove improvements on surrendered lease. | | |

Division 3 – Subleases

| Entity power given to | Section of LANA | Description | Date of Resolution of Delegation to the CEO | Limitations and Conditions |
|------------------------------|-----------------|--|---|----------------------------|
| Sublessee or | 332(7) | Power to appeal against a Minister's decision. | | |

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

CHAPTER 13 – ADMINISTRATION AND JUDICIAL FUNCTIONS

Part 2 – Conferences with Eligible Claimants or Owners and Occupiers

Division 1 – Preliminary

| Entity power given to | Section of MIRA | Description | Date of Resolution of Delegation to the CEO | Limitations and Conditions |
|--------------------------|-----------------|---|---|----------------------------|
| Eligible Claimant | 335F(1) | Power to give a conference election notice asking for a conference. | | |
| Owner / Occupier of Land | 335F(2)(a) | Power to give a notice of the following concerns: (i) — that someone claiming to act under a mining tenement, or to have entered land on the tenement holder's instructions: (A) — is not authorised to be on the land; or (B) — is not complying with a provision of this Act or a condition of the mining tenement; (ii) — activities being, or proposed to be, carried out on land apparently under a mining tenement (including when the activities are being, or are to be, carried out); (iii) — the conduct on the land of someone apparently acting under a mining tenement; | | |

Division 2 – Calling conference and attendance

| Entity power given to | Section of MIRA | Description | Date of Resolution of Delegation to the CEO | Limitations and Conditions |
|--|-----------------|---|---|----------------------------|
| Eligible Claimant | 335G(1) | Power to attend a conference. | | |
| Owner/ Occupier of Land or other person with an interest in the concerns | 335G(2) | Power to attend a conference. | | |
| Recipients of notice pursuant to s335G(1) | 335H(1) | Power to attend and take part in a conference. | | |
| Party who attended the conference | 335I(3) | Power to apply to the Land Court for an order requiring a party who did not attend the conference to pay the attending party's reasonable costs of attending. | | |

Division 3 – Conduct of conference

| Entity power given to | Section of MIRA | Description | Date of Resolution of Delegation to the CEO | Limitations and Conditions |
|--|-----------------|-----------------------------------|---|----------------------------|
| Owner/ Occupier of Land or other person with an interest in the concerns or given notice of the conference | 335L(1) | Power to enter into an agreement. | | |

Part 4 – ~~Access to abandoned mines and final rehabilitation sites~~ Remediation of abandoned mine sites and rehabilitation of final rehabilitation sites
Division 2 - Authorisation to carry out remediation activities or rehabilitation activities

| Entity power given to | Section of MIRA | Description | Date of Resolution of Delegation to the CEO | Limitations and Conditions |
|---|-----------------|--|---|----------------------------|
| <u>Owner or Occupier</u> | <u>344G(4)</u> | <u>Power to give consent to the authorised person to enter the land and to sign an acknowledgment of consent</u> | | |
| <u>Division 3 - Compensation</u> | | | | |
| Owner of Land | 345(1)(a) | In the specified circumstances, the power to enter into a compensation agreement with the holder of an environmental authority who is authorised under section 344A(3) to enter land. | | |
| Owner of Land | 345(3) | Power to apply in writing to the Chief Executive to have the Land Court decide the amount of compensation and the terms, conditions and times of its payment payable under section 345(1)(a) | | |

Delegable Powers under the Local Government Regulation 2012 ("LOGR")

CHAPTER 8 – ADMINISTRATION

Part 2 Local Government meetings and committees
Division 1A - Requirements for local government meetings generally

| Entity power given to | Section of LOGR | Description | Delegation to the CEO / Date of Resolution | Limitations and Conditions |
|-------------------------|-----------------|---|--|--|
| <u>Local Government</u> | <u>254B(1)</u> | <u>Power to publish a notice at least once a year, of the days and times when:</u> <u>(a) its ordinary meetings will be held;</u> <u>and</u> <u>the ordinary meetings of its standing committees will be held.</u> | | <u>Commences 12 October 2020 immediately after the commencement of section 81 of the <i>Electoral and Other Legislation (Accountability, Integrity and Other Matters) Amendment Act 2020</i></u> |
| <u>Local Government</u> | <u>254B(1)</u> | <u>Power to consider it appropriate to publish the notice mention in subsection (1) in other ways.</u> | | <u>Commences 12 October 2020 immediately after the commencement of section 81 of the <i>Electoral and Other Legislation (Accountability, Integrity and Other Matters) Amendment Act 2020</i></u> |

8.8 COMMUNITY HOUSING SERVICE

Date Prepared: 10 August 2020

Author: Senior Community Wellbeing Officer

Attachments:

1. **Community Housing for Seniors Policy** [↓](#)
2. **Community Housing for Seniors Rent Procedure (under separate cover)**
3. **Community Housing Tenant Information Guide & Procedures (under separate cover)**

EXECUTIVE SUMMARY

The purpose of this report is to present to Council the revised *Community Housing for Seniors Policy*, a new *Community Housing Rent Procedure* and the updated *Community Housing for Seniors Tenant Information Guide and Procedures*. The updates to the policy and procedures and development of a standalone *Community Housing Rent Procedure* allows Council to maintain compliance as a registered housing provider.

This report also details a proposed change to the garden waste collection arrangements from common sites in Mareeba.

RECOMMENDATION

That Council:

1. Repeals the Community Housing for Seniors Policy adopted on 20 September 2017; and
2. Adopts the Community Housing for Seniors Policy (*the Policy*); and
3. Ceases the collection of garden waste from common sites in Mareeba and removal of the sign on the fence behind the unit at 7 Close Avenue.

BACKGROUND

Mareeba Shire Council is the largest local government provider of community housing in the region, and the second largest community housing provider in Far North Queensland, with 108 units situated in the towns of Mareeba, Mount Molloy, Dimbulah and Kuranda. Of these 108 properties, there are 84 which have received funding by the Department of Housing and Public Works (DHPW).

This means that Council has contractual, reporting and compliance obligations to DHPW for these 84 units, whilst maintaining a consistent approach to managing all 108 properties in the service.

A departmental service review and audit conducted onsite on 20 September 2019 concluded the service was compliant with a recommendation that the Community Housing for Seniors Policy is reviewed and updated to include a statement regarding complaints and appeals. The existing *Community Housing for Seniors Policy* has been updated and restructured into:

- i. An updated Community Housing for Seniors Policy;
- ii. A new Community Housing Rent Procedure; and
- iii. An updated Community Housing for Seniors Tenant Information Guide & Procedures.

Community Housing for Seniors Policy

To address the Service Review recommendation by DHPW, the revised Policy includes the following statement:

"3.7 COMPLAINTS AND APPEALS

Mareeba Shire Council is committed to quality customer service by resolving complaints and appeals as quickly and effectively as possible. If a tenant or applicant is dissatisfied with the service or actions of the Council or Council staff, the tenant or applicant can lodge a complaint or an appeal against that decision in accordance with Council's Administrative Action Complaint Policy and procedures.

If the affected person is not satisfied that a complaint has been satisfactorily resolved, he/she will be informed of any further review mechanisms that are available and given the details of any statutory right of review. This may include a review by the Department of Housing and Public Works, Queensland Human Rights Commission or Queensland Ombudsman."

This is repeated in the Guide, along with Council's contact details. In addition to addressing the DHPW Service Review recommendation, the original Policy was revised to include high-level information, with operational information transferred into the new Procedure or the Guide.

Community Housing Rent Procedure

The *Queensland Housing Regulation 2015* requires community housing providers to implement a community housing rent policy/procedure which addresses setting the amount of rent; calculating rent payments; collecting rent; managing rent arrears; and provides for explaining rent calculations to the tenant and dealing with their queries about rent; giving the tenant a choice of ways to pay rent; preventing the tenant from getting into serious arrears of rent.

The rent section which was extracted from the original Policy addressed each of these requirements, therefore only minor clarifications have been made with the new standalone Procedure.

Community Housing for Seniors Tenant Information Guide & Procedures

The existing Guide has been extended with procedural information extracted from the original Policy. This document explains in detail the level of service provided by Council.

Green waste collection

The collection of green waste from common sites near some of the community housing properties was identified by Housing Officers as being outside the scope of the service, and it is recommended that this practice does not continue. This level of service exceeds the State Government's requirements of registered housing providers and is inequitable because it is not available to all of Council's community housing tenants in Mareeba, nor to any tenants in the other towns.

RISK IMPLICATIONS**Financial**

The *Community Housing for Seniors Policy* and *Community Housing Tenant Information Guide & Procedures* establish Council's service-level for delivery of the housing service. This has a direct impact on the operational cost of the service.

While there is no regular schedule of green waste collection, Council's Parks and Gardens officers monitor the amount of green waste and arrange collection and dumping of the material when it is necessary.

Environmental

The piles of green waste can attract pests, vermin or snakes resulting in a biosecurity and safety risk. Additionally, the green waste dries out and may result in a fire hazard.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Council's community housing service is delivered in accordance the relevant State Government legislation and policies, including the *Housing Act 2003* (Queensland) and the State Government's *Social Housing Program Specifications*.

LINK TO CORPORATE PLAN

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

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

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

IMPLEMENTATION/COMMUNICATION

Council will provide a formal response to DHPW including the Policy, Procedure and Guide to close out the final recommendation under the Service Review.

Council will post a copy of the documents to all tenants and arrange targeted engagement with tenants impacted by any changes to the documents.

Council will write to the tenants living nearby to the green waste dump sites to inform them of the change and the sign behind Close Avenue will be removed.



Community Housing for Seniors Policy

| | | | |
|---------------------|------------------------------------|----------------|-------------------|
| Policy Type | Governance Policy | Version: | 3.0 |
| Responsible Officer | Manager Community Wellbeing | Date Approved: | 16 September 2020 |
| Review Officer: | Senior Community Housing Officer | Review Due: | 16 September 2024 |
| Author: | Senior Community Wellbeing Officer | Commencement: | 16 September 2020 |

1. PURPOSE

Mareeba Shire Council is committed to contributing to an improved quality of life for seniors by ensuring equitable access to affordable accommodation in the Mareeba Shire. Council delivers a Long Term Community Housing service for seniors in the towns of Mareeba, Mount Molloy, Kuranda and Dimbulah.

As a registered provider of long term community housing under the Queensland State Regulatory System for Community Housing, Council is required to implement community housing policies and procedures. This policy establishes a formal process to ensure there is a consistent approach to managing the community housing facilities of the Mareeba Shire Council.

2. SCOPE

This policy applies to the operation of the community housing service of the Mareeba Shire Council and to the management of the property assets.

Mareeba Shire Council delivers a Long Term Community Housing service with 108 units across the towns of Mareeba, Mount Molloy, Kuranda and Dimbulah. Council has funding agreements with the Department of Housing and Public Works for 84 of the properties and is obliged to adhere to the relevant Departmental regulation and policies for funded properties. For the properties that do not have a funding agreement, Council aims to apply social housing principles and manages these in a consistent manner to the funded properties.

3. POLICY STATEMENT

3.1 ELIGIBILITY

Mareeba Shire Council's housing service is specifically for seniors, which means that to be eligible to apply for Council housing the applicants must receive the Age Pension or other approved pensions including Department of Veterans' Affairs, or be over the age of 55 years and receiving a Disability Support Pension, unless otherwise approved by Council.

The Mareeba Shire Council *Community Housing for Seniors Policy* adopts the eligibility process currently used by the Queensland Government which involves a need-based assessment for community housing assistance. Implementation of these criteria is a requirement of the *Housing Regulation 2015* and stipulated in the Queensland Government's *Social Housing Program Specifications*. All applicants for community housing are

Human Rights Compatibility Statement
 The *Human Rights Act 2019 (HR Act)* (Qld) came into effect on 1 January 2020 and will mean fairer laws, policies and practices by public entities when dealing with the community on a day-to-day basis. This policy has been drafted in alignment with obligations under s 58 of the HR Act.

| |
|--------------------------------------|
| Community Housing for Seniors Policy |
|--------------------------------------|

assessed against the common intake eligibility criteria as identified in the Queensland Government's *Social Housing Eligibility Criteria*.

In addition to the requirements of the Queensland Government's *Social Housing Eligibility Criteria*, preference will be given to applicants who have been resident in the Mareeba Shire Council area for a number of years and / or have relatives who are residents of the Mareeba Shire. It is recognised that social and community connection is an indicator of a sustainable tenancy and consideration is given to tenant connection to community as well as existing or available formal and informal support networks.

3.2 ALLOCATION

Mareeba Shire Council aims to match the needs of the tenants to the most suitable, available property and adheres to the Queensland Government's *Allocations Policy for Funded Social Housing Providers* when allocating new tenants to vacant funded properties. Council also applies the same principles to allocating new tenants to unfunded properties.

3.3 MATCH TO PROPERTY

Mareeba Shire Council's properties include 104 single bedroom units and 4 two-bedroom units and Council manages allocations and ongoing eligibility to ensure that the properties meet the ongoing and changing needs of the household; and to ensure that the community benefit of these properties is maximised.

3.4 ONGOING ELIGIBILITY

Council reviews the circumstances of all tenants on an annual basis, as is required by the Queensland Government's *Social Housing Eligibility Criteria*. Council will take into consideration any mitigating factors and exercise discretion in relation to the ongoing eligibility criteria.

Social housing is available for the duration of need, however, if a tenant is no longer eligible, or social housing is no longer the most appropriate form of housing for a tenant, Council will work with the household to exit to other suitable long-term accommodation.

3.5 ASSET MANAGEMENT

Council manages the housing assets in accordance with Council's current asset management principles to ensure the houses are maintained to the appropriate standard, as required by the Queensland Government.

3.6 TENANT REQUESTS FOR FIXTURES OR MODIFICATIONS

All requests for modifications must be approved in writing by Council, prior to a tenant organising the work. Tenants may have to remove fixtures/modifications if they were not approved, or are not to Council standard, and upon vacate the property must be returned to its original condition at the tenant's cost.

In addition, there are certain modifications or improvements which must be approved by the Queensland Government.

3.7 COMPLAINTS AND APPEALS

If a tenant or applicant is dissatisfied with the service or actions of the Council or Council staff, the tenant or applicant can lodge a complaint or an appeal against that decision in accordance with Council's *Administrative Action Complaint Policy* and procedures. If the affected person is not satisfied that a complaint has been satisfactorily resolved, he/she will be informed of any further review mechanisms that are available and given the details of any statutory right of review.

This may include a review by the Department of Housing and Public Works, Queensland Human Rights Commission or Queensland Ombudsman.

Community Housing for Seniors Policy

4. REPORTING

The following reporting is required by the Queensland Government to monitor the delivery of the Community Housing service:

1. Quarterly Performance Report (funded properties only)
Responsible: Manager - Community Wellbeing.
Reporting: performance data regarding tenancy management with a biannual asset management component.
2. Community Housing Annual Financial Return (funded properties only)
Responsible: Manager - Community Wellbeing / Finance
Reporting: annual financial performance.
3. Community Housing Survey (all properties)
Responsible: Manager - Community Wellbeing.
Reporting: annual report regarding tenant circumstances for all properties.

5. DEFINITIONS

1. Funded property - a unit which is subject to a funding agreement with the Queensland Government
2. Household - means everyone listed on the tenancy agreement regardless of age or relationship
3. Rent - rent is paid where a household is covered under the *Residential Tenancies and Rooming Accommodation Act 2008* (Queensland).
4. Social Housing - public and community housing that is available to provide housing stability to vulnerable people who aren't able to access and sustain housing in the private market.
5. Unfunded property - a unit which is not subject to a funding agreement with the Queensland Government

6. RELATED DOCUMENTS AND REFERENCES

Housing Act 2003 (Queensland)
Housing Regulation 2015 (Queensland)
Human Rights Act 2019 (Queensland)
Information Privacy Act 2009 (Queensland)
Mareeba Shire Council Community Housing Rent Procedure
Mareeba Shire Council Administrative Action Complaint Management Policy
Mareeba Shire Council Customer Service Charter
Mareeba Shire Council Tenant Information Guide & Procedures
Queensland State Regulatory Code
Queensland Government's Allocations Policy for Funded Social Housing Providers
Queensland Government's Allowable Expenditure Policy
Queensland Government's Community Housing Rent Policy
Queensland Government's Community Housing Tenancy Management Policy
Queensland Government's Social Housing Eligibility Criteria
Queensland Government's Social Housing Program Specifications
Residential Tenancies and Rooming Accommodation Act 2008 (Queensland)

7. REVIEW

It is the responsibility of the Manager Community Wellbeing 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. Current legislation, regulations, guidelines or procedures will prevail over the Community Housing for Seniors Policy in the event that these are reviewed and updated.

9 INFRASTRUCTURE SERVICES

9.1 INFRASTRUCTURE SERVICES, CAPITAL WORKS MONTHLY REPORT - AUGUST 2020

Date Prepared: 14 August 2020

Author: Director Infrastructure Services

Attachments:

1. [Capital Works Highlights - August 2020](#) ↓
2. [Capital Works Summary - August 2020](#) ↓

EXECUTIVE SUMMARY

The purpose of this report is to provide an update on capital works projects undertaken by the Infrastructure Services Department during the month of August 2020.

RECOMMENDATION

That Council receives the Infrastructure Services Capital Works Monthly Report for the month of August 2020.

BACKGROUND

Council's Capital Works program is focussed on renewal and upgrade of Council infrastructure to achieve Council's corporate vision of "A growing, confident and sustainable Shire". The program is funded through a combination of Council's own funding and external grants and subsidies.

Council has secured funding under the Queensland Government's Works for Queensland (W4Q) Round 4 and the Australian Government's Local Roads and Community Infrastructure Program (LRCIP) to deliver various capital works projects in the 2020/21 financial year. Council has received approval of all W4Q projects, with approval of LRCIP projects anticipated to be received in September 2021.

Funding has also been secured through the Australian and Queensland governments for replacement of the drinking water reservoirs in Chillagoe.

RISK IMPLICATIONS

Financial

The capital works program is tracking within budget.

Infrastructure and Assets

Projects included in the current capital works program were identified through Council's Project Prioritisation Tool (PPT) which uses a risk-based, multi-criteria approach to rank projects in order of priority. The PPT is aligned with Council's Long-Term Financial Plan and Asset Management sub-plans, which focus of renewal of existing assets.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

All capital works are listed in and funded by the 2020/21 Capital Works Program.

Is the expenditure noted above included in the current budget?

Yes

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

**Infrastructure Services Capital Works Report
Project Highlights - August 2020**



Project Name: Pickford Road Upgrade

Program: Rural Roads

Background

Pickford Road at Biboohra is located in very flat, flood plain type terrain and is regularly inundated with water from Two Mile and Four Mile Creeks during the wet season with the road being impassable for extended periods of time.

Funding was secured from the Roads to Recovery (R2R) program and the Transport Infrastructure Development Scheme (TIDS) to construct a bitumen sealed road project from the intersection of Pickford Road and the Mulligan Highway to approximately chainage 2.20 on Pickford Road, just to the west of the Two Mile Creek approaches.

Scope of Works

The scope of works include the improvement of the existing drainage, minor road alignment changes to cater for a wider formation width and table drains, the installation of new culverts, the extension of existing culverts, the raising of the existing formation, construction of a base pavement layer and the application of a two coat bitumen seal.

Progress Update

The Pickford Road Upgrade project reached practical completion with the bitumen sealing of the remaining 1,140m of roadworks on 20 August after Ergon completed the relocation of power pole stays on 14 August. Line marking will be applied late in September.



Chainage. 0.2km (before)



Chainage. 0.2km (after)

Infrastructure Services Capital Works Report Project Highlights - August 2020



Chainage. 1.2km (before)



Chainage. 1.2km (after)



Chainage. 1.8km (before)



Chainage. 1.8km (after)



Chainage. 2.1km (before)



Chainage. 2.1km (after)

Infrastructure Services Capital Works Report Project Highlights - August 2020



Project Name: John Doyle Bridge Upgrade

Program: Bridges

Background

The John Doyle Bridge Upgrade project will return the bridge to its original design capacity and provide continuation of access for vehicles and pedestrians across the Barron River in Mareeba. The works will increase the lifespan of the bridge, provide a reliable transport route and cater for residential growth in the eastern area of Mareeba.

This project is jointly funded by the Australian Government’s Bridges Renewal Program, the Queensland Government’s Works for Queensland Program and Mareeba Shire Council.

Scope of Works

The project scope includes pier and abutment widening, demolition of the existing timber and steel superstructure and installing a new concrete and steel girder deck, asphalt deck wearing surface, bridge balustrading and guard railing. To maintain safe access for pedestrians, cyclists and mobility scooters, a temporary footbridge has been installed downstream of the bridge for the duration of the works.

Progress Update

All girders and bracing have been installed and span 2 of the reinforced concrete bridge deck was poured on 29 August. Deck span 1 and kerb to span 2 were poured on 4 September. The remaining sections of deck and kerbing will be progressively prepared and poured over the coming weeks.

The bridge approach roadworks on the eastern side of John Doyle Bridge commenced in late August and asphalt sealing of these approaches is programmed for mid-September. The eastern side water and sewerage services have been laid, connected and backfilled in readiness for installation across the bridge when the deck has been completed.

It is anticipated that the bridge will re-open to traffic in mid-November.



Pouring Span 2



Span 2 Moist Curing

**Infrastructure Services Capital Works Report
Project Highlights - August 2020**



Installing Reinforcement - Span 1



Preparing Relieving Slab for Services - Eastern Side



Water and Sewerage Services - Eastern Side



Prepared base for Kerb and Channel - Eastern Side

Infrastructure Services Capital Works Report Project Highlights - August 2020



Project Name: East Mareeba CBD Byrnes Street Project

Program: W4Q3 - Works for QLD

Background

The Byrnes Street East Beautification is Stage 2 of the implementation of the Street Tree Master Plan, adopted by Council in 2018. This project includes replacement of existing and construction of new garden beds on the eastern side of Byrnes Street to match the western side of the street, which was completed in late 2018.

Funding for this project was allocated through the Queensland Government's Works for Queensland program Round 3 program.

Scope of Works

The scope of works include the removal of the existing trees, hedges and gardens on the eastern side of Byrnes Street, repairing isolated pavement defects in the car parking areas, renewing the existing asphalt surfacing and constructing new garden islands that have been planted with trees to match the streetscape on the western side.

Progress Update

The East Mareeba CBD Byrnes Street Project was finished 14 August following the completion of the signage installation component.

The project was bought forward in Council's Capital Works program to lessen the disruption to CBD businesses whilst Covid-19 restrictions were in place.

The Blush Satinash and Ivory Curl trees that were being cared for at the Kowa Street Parks and Open Spaces depot prior to planting in Byrnes Street have taken well and appear to be thriving.

The spider lilies that provide 'fill' for the new garden beds were sourced by thinning out several existing gardens on the western side of Byrnes Street.

The project was completed approximately one month ahead of schedule and has attracted positive comments from shop owners and the general public.

Infrastructure Services Capital Works Report Project Highlights - August 2020



Line marking between Lloyd and Middlemiss Streets



Blush Satinash Planting



Completed work - Post Office Pedestrian Crossing



Completed work - C'bank Pedestrian Refuge



Infrastructure Services Capital Works Report Project Highlights - August 2020



Program: Gravel Re-Sheet Program

Funding has been allocated in the Capital Works Budget for re-sheeting of unsealed roads throughout the Shire. Re-sheeting involves re-shaping the road formation to promote drainage and importing, moisture conditioning and compacting gravel material to rebuild the pavement structure and improve the running surface.

The works are generally carried out in conjunction with unsealed road maintenance grading activities to reduce the cost of mobilisation of plant or as short-term fill-in works between larger road projects.

Progress Update

The following unsealed road gravel re-sheets have been completed this financial year:

| Road Name | Start Chainage | End Chainage | Length (metres) | Total Square Metres |
|--------------------------|----------------|--------------|-----------------|---------------------|
| Studt Road, Mareeba | 390 | 1030 | 640 | 3,520 |
| Keal Road, Mareeba | 0 | 630 | 630 | 3,470 |
| Kay Road (1), Mareeba | 3550 | 3880 | 330 | 1,490 |
| Kay Road (2), Mareeba | 4300 | 4940 | 640 | 2,880 |
| Kay Road (3), Mareeba | 5150 | 5250 | 100 | 450 |
| Bilwon Road (1), Bibohra | 12570 | 12900 | 330 | 1,650 |
| Bilwon Road (2), Bibohra | 13250 | 14200 | 950 | 4,750 |



Studt Road



Keal Road Turnaround



Kay Road



Bilwon Road

Infrastructure Services Capital Works Report Project Highlights - August 2020



Program: Bitumen Reseal Program

The reseal component of the 2019/20 Reseal Program was completed in July 2020 with the resealing of Jessie Street in Irvinebank.

Under the reseal program, re-painting of faded line marking on sealed roads throughout the Shire is also undertaken and this was completed in late August, with the following roads and extents line marked in August:

| Locality | Road Name | "00" Reference | Start Chainage | End Chainage | Length (m) |
|----------|---|--------------------|----------------|--------------|------------|
| Mareeba | Lloyd Street | Byrnes Street | 0 | 285 | 285 |
| Mareeba | Walsh Street - Lloyd to Middlemiss St | Walsh St North End | 1335 | 1535 | 200 |
| Mareeba | Walsh Street - Middlemiss St (Intersection) | Walsh St North End | 1535 | 1575 | 40 |
| Mareeba | Walsh Street - Middlemiss to Atherton St | Walsh St North End | 1575 | 1781 | 206 |
| Mareeba | Walsh Street - Atherton St (Intersection) | Walsh St North End | 1811 | 1841 | 30 |
| Mareeba | Walsh Street - Atherton to Hort St | Walsh St North End | 1841 | 2041 | 200 |
| Mareeba | Walsh Street - Hort St (Intersection) | Walsh St North End | 2041 | 2081 | 40 |
| Mareeba | Walsh Street - Hort to Rankin St | Walsh St North End | 2081 | 2267 | 186 |
| Mareeba | Middlemiss Street | Byrnes Street | 0 | 241 | 241 |
| Mareeba | Atherton Street | Byrnes Street | 0 | 272 | 272 |
| Mareeba | Hort Street | Byrnes Street | 0 | 270 | 270 |
| Mareeba | Herberton Street | Byrnes Street | 0 | 318 | 318 |
| Mareeba | Basalt Street | Byrnes Street | 0 | 441 | 441 |
| Mareeba | Rankin Street | Fenwick Street | 482 | 1019 | 537 |
| Mareeba | Riordan Street | Hopkins Street | 0 | 304 | 304 |
| Mareeba | Railway Avenue (Carpark) | Byrnes Street | 247 | 350 | 103 |
| Mareeba | Railway Avenue | Byrnes Street | 401 | 690 | 289 |
| Mareeba | Davies Park Car Park | Jasper Street | | | |
| Mareeba | Malone Road | Kennedy Highway | 594 | 2777 | 2183 |
| Mareeba | Byrnes St (Outback Solar & Wind Car Park) | Byrnes Street | | | |
| Mareeba | Constance Street | Lloyd Street | 0 | 1555 | 1555 |
| Kuranda | Library Carpark | | | | |
| Kuranda | Coondoo Street | Qld Rail Access | 0 | 660 | 660 |
| Kuranda | Myola Road | Kennedy Highway | 0 | 2692 | 2692 |
| Bibohra | Peterson Street | Mulligan Highway | 20 | 283 | 263 |
| Bibohra | Bilwon Road | Mulligan Highway | 0 | 1160 | 1160 |



Constance Street Intersection



Hort Street

Infrastructure Services Capital Works Report Project Highlights - August 2020



Project Name: Barron Falls Walking Trail

Program: Kuranda Infrastructure Fund

Background

The establishment of an environmental walk connecting the Kuranda township with the Barron Falls lookout will offer visitors to Kuranda a linking trail between Jum Rum Creek Conservation Park and the Barron Gorge National Park; alleviating foot traffic on Barron Falls Road.

The project was identified as part of the Kuranda Township Infrastructure Master Plan 2010-2020 (KTIMP10-20) and is funded through levies paid by Skyrail and Kuranda Scenic Rail to the Queensland Government under the Kuranda Infrastructure Program (KIP). This program has afforded Council the opportunity to undertake numerous improvements and enhancements that maintain the character of Kuranda and conserve the natural environment while providing the necessary infrastructure to cater for the needs of increased visitor numbers.

Scope of Works

The Barron Falls Walking Trail comprises two parts, being;

- Stage 1: A link Trail from the Kuranda Jungle Walk to the end of Weir Road, and
- Stage 2: A link through Barron Gorge National Park from the end of Weir Road to the Barron Falls car park area.

Progress Update

Stage 1 of construction is nearing practical completion, with work on this section programmed for completion in early October.

Stage 2 of the works has commenced with minor clearing taking of the track alignment underway for the first quarter of the track.

The overall project is scheduled for completion by late 2020.

**Infrastructure Services Capital Works Report
Project Highlights - August 2020**

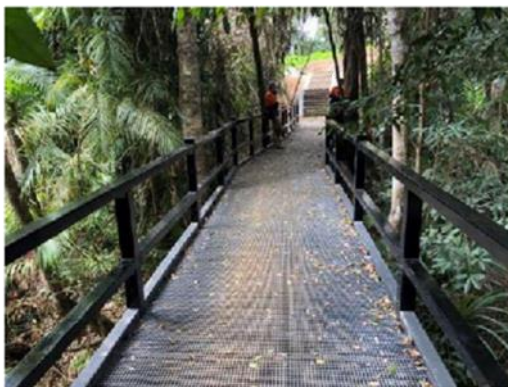


Track preparation



Transporting prefabricated stair units

Staircase under construction



Bridge 11 - nearing completion

Staircase nearing completion

**Infrastructure Services Capital Works Report
Project Highlights - August 2020**



Project Name: Kuranda Waste Transfer Station upgrades: Electrical Connection, Bore and Tanks for Site Water

Program: Waste

Background

The Kuranda Waste Transfer Station was reconfigured in 2017 to cater for increase in patronage, however, has never been connected to the Ergon power network or a site water supply. As part of the 2020/21 capital program, the transfer station will be connected mains power with a metered supply and a new bore, pumps and tank will be installed to supply non-potable water to the site.

These works will provide fire-fighting capacity at the site to manage the risk of fires, as well as provide the core infrastructure for any future upgrades needed at the site.

Scope of Works

The scope of work includes connection to the Ergon mains supply, installation of site electrical infrastructure and supply and installation of a new domestic sized bore.

Progress Update

An electrical connection application was lodged with Ergon in early July with the connection application approved by Ergon. A new power pole will be erected just inside the site compound by Ergon and connected to the mains power supply in the coming months. Conduits have been installed and cables run from the site facilities to the area where the pole will be installed.

A new bore was drilled with a yield of 4.4 litres per second, with a new bore pump installed, and storage tanks set up and coupled together. Once power has been established the project will be then completed and the new bore will be commissioned.



Newly installed bore



New water storage tanks

Infrastructure Services Capital Works Summary Report - August 2020

| Project Description | Project Stage | Progress comment |
|--|---------------|---|
| Program: 01 Rural and Urban Roads Reseal Program (Renewal) | | |
| 2019/20 Reseal & Asphalt Program | Construction | Line marking has been finished. Re-sealed roads to be capitalised. Project completed August 2020. |
| 2020/21 Reseal & Asphalt Program | Planning | Officers in contact with FNQ based bitumen seal company that is currently engaged by Cairns Regional Council under their preferred supplier arrangements to seek quotation to carry out MSC 2020/21 reseal program. |
| Program: 02 Gravel Resheet | | |
| 2019/20 Gravel Resheet | Construction | Kay Road & Studt Road re-sheets completed August 2020. Keal Road 30% complete. Hurricane Road programmed to start early September. Gravel quotations finalised & ordered for Bilwon Road. |
| 2020/21 Gravel Resheet Program | Not Commenced | To be programmed |
| 2020/21 Minor Culvert Renewal Program | Not Commenced | To be programmed |
| Speewah Road, Speewah - Rehabilitate Pavement Ch 0.345 - 0.5 & Refurbish Bus Shelter | Not Commenced | Awaiting project approval under Local Roads and Community Infrastructure Program (LRCIP). |
| Program: 03 Urban Streets | | |
| Design Program - design forward works | Planning | Design & planning budget for undertaking future works. Currently working on the TIDS 2021/22 projects. |
| Lerra Street (West) - Widen and Seal | Not Commenced | Awaiting project approval under Local Roads and Community Infrastructure Program (LRCIP). Tentatively programmed to commence early September 2020. |
| Costin Street, Mareeba - Rehabilitate Ch 0.977 - 1.07 and asphalt overlay Ch. 1.07 - 1.105 | Design | Programmed for November 2020. |
| Chewko Road, Mareeba - Rehabilitate and Widen Ch 0.4 to 1.1 | Procurement | Design completed and procurement underway. Site works to commence early September 2020. |
| Program: 04 Rural Roads | | |
| TIDS Pickford Road Biboohra upgrades | Construction | Project completed August 2020 with the exception of line marking. This will be undertaken in September. |
| TIDS 2019/20 Chettle Road Rehabilitate Ch 5.5 - 7.21 | Completed | Practical completion achieved July 2020. |
| TIDS 2019/20 Chettle Road Rehabilitation & Widen Ch 2.243 - 4.003 | Completed | Practical completion achieved July 2020. |
| NDRRA Betterment 2019/20 | Planning | Betterment applications made to QRA: Clacherty, Shanty Creek Road, Fossilbrook. Council co-contribution allocated to works. (note: QRA approval received for these projects 2 September 2020) |
| Fallon Road, Kuranda - Rehabilitate Pavement, Ch 0.874 - 0.948 | Not Commenced | Slope stabilisation to be designed and completed by specialist external contractor with roadworks programmed for May 2021. |
| Wolfram Road, Dimbulah - Priority Sections Safety Widening - Stage 1 | Not Commenced | Programmed first quarter 2021, weather dependent. |
| Disaster Recovery Funding Arrangements Betterment Co-contribution | Not Commenced | Submitted grant application for Fallon Road embankment and roadworks; awaiting outcome. Other betterment projects to be identified and submitted in future funding rounds. Council co-contribution allocated to works. |
| Euluma Creek Road, Julatten - Rehabilitate and widen Ch. 5.565 - 6.343 | Procurement | Preliminary drainage work to commence first week of September 2020. |
| Program: 05 Bridges | | |
| Kanervo Road - Replace Timber Bridge over Davies Creek | Design | Consultant finalising design with works scheduled to commence in late 2020. |
| Hales Siding Road - Replace Timber Bridge | Procurement | Girder fabrication programmed for late October 2020 with installation in April 2021. |
| John Doyle Bridge Upgrade | Construction | First deck span pour Saturday 29/08. Project estimated to be completed & open to traffic mid November. |
| Pin Road Mutchilba - Renew Major Culvert | Not Commenced | To be programmed |
| Hodzic Road, Oakey Creek, Biboohra - Replace girders | Not Commenced | To be programmed |
| Program: 06 Drainage | | |
| Renew Minor Culverts - various locations | Construction | Culverts identified for renewal; Robinson Road, Tapiola Road, Barnwell Road, Kennedy Street, Fenwick Street, Langton Avenue, Jamieson Street, Black Mountain Road, Bradley Road, Piemonte Road; Srhoj Road, Emerald End Road, Hurricane Road. |

Infrastructure Services Capital Works Summary Report - August 2020

| Project Description | Project Stage | Progress comment |
|---|---------------|--|
| | | Srhoj, Emerald End & Hurricane Roads completed. Works will happen progressively when resources allow. |
| Coolamon Close - Re-establish critical drain | Procurement | Awaiting project approval under Local Roads and Community Infrastructure Program (LRCIP). Excavator with rock breaker has produced approx 2,000t of suitable rock to line the existing drain. |
| Freedom Close - Reform existing open drain | Planning | Programmed for November 2020 |
| Amaroo Drainage Improvement - Stage 1 of 3 | Not Commenced | To be programmed |
| Program: 08 Parking | | |
| Railway Avenue, Mareeba New Carpark Stage 1 | Design | Design of light pole footings underway to account for tree intrusion. Plans to be finalised in September 2020 with works planned to commence in 2021. |
| Program: 09 Footpaths | | |
| 2018/19 Footpath renewal program | Construction | Design currently developing a typical cross-section that will be used to invite contractors to quote on footpath renewal works. |
| Footpath Replacement - Byrnes Street | Completed | Works complete. |
| Footpath Renewal (All localities) | Not Commenced | Design currently developing a typical cross-section that will be used to invite contractors to quote on footpath renewal works. |
| Program: 10 Parks and Gardens | | |
| Mareeba Irrigation Upgrades - Alex Lawson, Mary Andrews, Byrnes Street Centre Islands | Completed | Listed projects complete. Remainder will be used for small irrigation renewals. |
| Bicentennial Lakes Mareeba Trash Rack & Fencing | Completed | Project completed. The remaining funding in this project will be revisited after development of Open Spaces strategy. |
| Kuranda CBD Renew Irrigation & Planting | Construction | Ongoing. This budget is used on an 'as required basis' for the continual upgrade of irrigation & plants in Coondoo Street. |
| Shire Beautification Program | Construction | Northern entrance irrigation & tree planting complete. No further projects identified at this stage. The project's future scope will be revisited after the completion of the eastern side of Byrnes St upgrade currently programmed to start June 2020. |
| Firth Park Mareeba - Aerating and top dressing | Procurement | Quotations being sought. |
| Mt Molloy Centre Islands, Replace irrigation and kerbing | Not Commenced | To be programmed |
| Program: 11 Water | | |
| Install flow meters at Centenary Park, Wylandra and Mason Road Booster Pump Stations | Completed | Completed July 2020. |
| Costin Street Main Replacement | Completed | Completed July 2020. |
| MIPP2 - Mareeba Water Strategy | Completed | Strategy report completed and will be reviewed with Council in September/October 2020 as part of water asset management sub-plan. |
| Chillagoe - Replace existing water reservoirs | Procurement | Tender submissions for construction received and assessed. Report to Council on 16 September 2020 to recommend award. |
| Chillagoe Water Supply Investigation | Construction | Further testing of the newly drilled bore at maximum pump rate to commence 16 September 2020 to verify bore resilience to recover and water quantity. |
| Warril Drive, Kuranda - new water main and booster | Design | Detailed design completed and grant submission submitted to the Qld Resilience and Risk Reduction Fund. |
| - Rob Veivers Drive, Kuranda - Asbestos cement (AC) water pipe replacement | Procurement | Project detailed design completed and works will commence mid-September dependant pending delivery of materials. |
| Kuranda Water Treatment Plant - Replace backwash blowers | Procurement | Replacement blowers have been ordered and once arrive will be installed. Delivery of blowers is expected late 2020. |
| Replace clarifier bridge scraper Kuranda WTP | Planning | Engineering contractors have been to site to assess the works required. |

Infrastructure Services Capital Works Summary Report - August 2020

| Project Description | Project Stage | Progress comment |
|---|---------------|---|
| SCADA Cybersecurity Upgrade | Procurement | Some equipment has been ordered and there are long lead-times on some of the equipment; as it arrives it will be assembled and installed. |
| Mareeba and Kuranda Water Treatment Plans - raw water pumps upgrade | Planning | City Water Technology engaged for project; there may be some delays due to COVID travel restrictions, however project is scheduled to be completed prior to the end of the financial year. |
| Mareeba Water Treatment Plant - Based on a successful trial of new turbidity meters, implement automated backwash on high turbidity | Planning | City Water Technology engaged for project; there may be some delays due to COVID travel restrictions, however project is scheduled to be completed prior to the end of the financial year. |
| Mareeba, Kuranda and Dimbulah Water Treatment Plants - Replace chlorine analysers | Procurement | Quotes currently being sourced. |
| Mareeba Water Treatment Plant - filter 3 Install dedicated backwash pumps and reconfigure wash water feed pipes | Not Commenced | Working with City Water Technology and Water Treatment Australia for a suitable design on this project. City Water Technology will be onsite in October for further assessment of the project. |
| Chillagoe Water Treatment Plant - Install conductivity meter on raw water transfer line, trend conductivity on SCADA | Not Commenced | Work on this project to be undertaken in conjunction with Chillagoe water reservoir upgrade project. |
| Install a static mixer and injection quill for ACH dosing - Kuranda | Procurement | Quotes being sourced from suitable suppliers for this project, with suppliers onsite the week of late August for assessment. |
| Rankin Street West - Water main replacement and upgrade | Not Commenced | For this project to proceed, grant funding will be required. |
| Mason Road, Kuranda Booster Pump Station Generator 30KVA | Construction | Tenders received and a generator procured and has been delivered to the water reticulation depot yard. Site preparations will now get underway for the installation of the generator. |
| Kuranda Water Treatment Plant - Overhaul Sedimentation Tank | Procurement | Quotes currently being sourced. |
| Telemetry/SCADA Upgrades | Procurement | Quotes currently being sourced. |
| Valve Replacement Program (Reticulation) | Planning | Council officers identifying valves to be replaced and program works according to level of age and wear on individual valves. |
| Mareeba Water Treatment Plant - Coagulation mixing renewal | Planning | Working with City Water Technology for the implementation of this project, in conjunction with the new backwash system. |
| Mareeba Water Treatment Plant - Clarifier condition assessment | Planning | Working with City Water Technology for the implementation of this project, in conjunction with the new backwash system. |
| Mareeba Water Treatment Plant - Optimise clarifier performance upgrade | Planning | Working with City Water Technology for the implementation of this project, in conjunction with the new backwash system. |
| Mareeba Water Treatment Plant - Backwash operation renewal | Planning | Working with City Water Technology for the implementation of this project. |
| Chillagoe Water Treatment Plant - Arsenic Removal Plant - Replace filter media to multi-media pressure filters | Design | Filter media has been ordered and once it arrives the old filter media will be removed; and the new filter media installed. |
| Racecourse Irrigation Booster Pump Station and Centrifugal Pump | Procurement | Quotes being sourced from suitable pumping suppliers. Once replacement pumps are received, works to be programmed to minimise disruption to irrigators, as supply will be interrupted for a period of two (2) days to carry out the installation works. |
| Hydrants Renewal Program | Construction | Work is underway in conjunction with the hydrant maintenance program. |
| Program: 12 Wastewater | | |
| Mareeba Sewer CCTV & Relining Program 2019/20 | Construction | House connection branches in the Kenneally Estate area substantially complete. Remaining works to be delivered as part of 2020/21 relining program. |
| Minor Sewerage Station H2S Protection | Construction | Materials being procured, on-site works scheduled to start in September 2020 and be completed in December 2020. |

Infrastructure Services Capital Works Summary Report - August 2020

| Project Description | Project Stage | Progress comment |
|---|---------------|--|
| | | Some night works will be undertaken to minimise risk of overflows. |
| Telemetry/SCADA Upgrades | Procurement | Orders issued to SCADA engineering so works can begin working in conjunction with other telemetry projects. |
| 2 x New standby generators for 2 priority pump stations | Construction | Generators acquired and delivered to the water reticulation depot, site preparations are underway. |
| 20/21 Mareeba Sewer CCTV & Relining Program | Procurement | A regional tender was called through FNQROC and awarded to Relining Solutions. Pre-start meeting was 12 August. At this meeting, Councils decided on a delivery program with Mareeba's component to begin early 2021. |
| 20/21 Manhole Rehabilitation and Replacement Program | Construction | Works currently underway with program of works scheduled to go through to end of 2020 calendar year, however due to a shortage of supplies this now looks to be completed in the first half of 2021. |
| Kuranda Wastewater Treatment Plant - Effluent chemical dosing storage structure | Planning | Planning for structure underway. |
| Kuranda Wastewater Treatment Plant - Replace Clarifier Bridge Drive | Procurement | Some components have arrived on site with the remaining components yet to be procured before works can begin. |
| Kuranda Wastewater Treatment Plant - Replace Bioreactor Aeration Diffusers | Procurement | The new diffusers have been ordered, once they arrive they will be fitted. |
| Kuranda Wastewater Treatment Plant - Replace SMBS Dosing Pumps | Procurement | Quotes sourced and new pumps are now on order. |
| Mareeba Wastewater Treatment Plant - Aeration diffusers every 5 years | Procurement | Supplier contacted and we are currently waiting on confirmation of availability. |
| Mareeba Wastewater Treatment Plant - Inline instruments component replacements | Procurement | Quotes being sourced from suitable suppliers. |
| Davit Arm Safety System for Sewer Pump Stations | Procurement | Goods have been procured and delivered, with the exception of two cords for the winches with these expected in the coming weeks. |
| Renew Mareeba and Kuranda Wastewater Reticulation Pumps | Procurement | Council officers identified which pumps require replacement and orders to be issued soon for the replacement pumps. |
| SCADA Cybersecurity Upgrade | Procurement | Purchase orders issued for the necessary equipment and once goods and materials arrive physical works will begin. |
| Program: 13 Waste | | |
| Regional Waste Plan Strategy - Mareeba Transfer Station | Completed | Strategy being developed in collaboration with Cairns Regional Council and Douglas Shire Council over a two-year period with anticipated completion in 2022. |
| Kuranda Waste Transfer Station - Reserve firefighting water tank/bore | Construction | The new bore has been developed and tanks and bore pump are on order with some minor earth works undertaken for a tank pad. |
| Connect Kuranda Waste Transfer Station to Ergon | Construction | Ergon provided a new network connection offer which we have accepted. A new pole will be provided by Ergon inside the transfer station and local contractors used for the installation of the local electrical works required. |
| Program: 15 Fleet | | |
| GPS Vehicle Management System | Planning | Alternative delivery proposal under development. |
| Replace Unit 625 Mitsubishi Truck | Procurement | Vehicle procured, bodies quotations under review. Engagement of contractors to be undertaken early September. |
| Replace Unit 620 Mitsubishi Dual Cab Tipper | Procurement | Vehicle procured, bodies quotations under review. Engagement of contractors to be undertaken early September. |
| Repaint Unit 632 Mitsubishi Single cab fitted with 3 way tipping body to extend useful life | Completed | Completed August 2020. |
| Replace Isuzu Prime Mover Unit 681 | Procurement | Tender released to market, closes early September. |
| New Four post vehicle hoist | Planning | Pricing and structural assessment underway. |
| Replace Unit 6 Komatsu Grader | Procurement | Tenders closed 31 August 2020. Assessments to be completed. |

Infrastructure Services Capital Works Summary Report - August 2020

| Project Description | Project Stage | Progress comment |
|---|---------------|---|
| Replace Unit 5432 Sewerage Jet Rodder trailer with a hydro vac truck | Planning | Scope and specifications being finalised. |
| Program: 16 Depots and Council Offices | | |
| Replace Parks & Gardens Depot Shed, Mareeba | Construction | Shed installation completed August 2020. Minor site earthworks to be completed in September 2020. |
| Rankin Street Office - Upgrade lighting | Planning | Inception meeting programmed for early September 2020. |
| Kuranda Depot - Install hardstand and improve drainage | Planning | Inception meeting to be programmed. |
| Rankin Street Office - Minor refurbishments | Planning | Inception meeting programmed early September 2020. |
| Program: 17 Community Buildings | | |
| Kuranda Recreation Centre - Refurbishments | Construction | Ongoing repair works being undertaken. |
| Cedric Davies Community Hub | Procurement | Council considered report at August 2020 meeting, and resolved to enter negotiations with three contractors for revised scope. Anticipate contractor award late September 2020. |
| Dimbulah Caravan Park - Refurbishment of the dongas and amenities facilities | Construction | Works substantially complete and remaining works to be completed by late 2020. |
| Mareeba Swimming Pool Heater | Construction | Contractor to be engaged to finalise works. |
| Koah Tennis Court - Remove/replace the unstable timber light poles | Not commenced | Application by Koah Community Group to build a large undercover facility has been received. This application will need to be assessed prior to installing lighting. |
| Toilet Facility Refurbishments | Planning | Planning commenced. |
| Mareeba, Dimbulah and Kuranda Aquatic Facilities - Remote monitoring upgrade for all swimming pools | Procurement | Contractors engaged, some delay due to COVID anticipated. |
| Mareeba Leagues Club roof repairs | Planning | Technical brief being prepared for tendering. |
| Kuranda Community Precinct replace old iron louvres & replace gutters and roofing | Planning | Initial inspection completed, scope of works for procurement to be developed. |
| Remove Mareeba Swimming Pool Heating and repair damage to gymnasium hall roof | Planning | Scheduled for commencement late 2020. |
| Irvinebank Public Amenities Refurbishment | Planning | Scoping inspection completed; quotes to be sought. |
| Cedric Davies Community Hub - air conditioner | Design | Developing design and documentation to be included as scope amendment to refurbishment works tender. |
| Program: 18 Non-Infrastructure Items | | |
| Kuranda New Cemetery | Planning | Public engagement closed 31 August and outcomes to be provided to Council for consideration. |
| Program: 20 KIAC | | |
| KIAC - Jum Rum Creek Walking Track Rehabilitation | Procurement | Council resolved to award contract in August 2020. Works to commence as soon as practicable. |
| KIAC - Information Technology | Not commenced | Project is on hold to enable review of impacts of ongoing costs and management of operating potential project. |
| KIAC - New Wayfinding Signage | Construction | Council waiting on physical sample of posts prior to approving fabrication of all signage. |
| KIAC - Barron Falls Walking Track Phase 2 | Construction | Weir Road to Jungle Walk nearly complete, trail clearing of National Park section underway. |
| KIAC - Therwine Street Redevelopment Stage 2 | Completed | Defect Liability period to close in early September. |
| KIAC - Jungle Walking Track Rehabilitation | Procurement | Council resolved to award contract in August 2020. Works to commence as soon as practicable. |
| Program: 23 W4Q3 - Works for Queensland 3 | | |
| W4Q3 Lerra Street Kerb & Drain Improvements | Design | Project design and methodology being prepared to mitigate potential damage to 450mm AC water main on LHS shoulder. |
| W4Q3 East Mareeba CBD Byrnes Street Trees Project | Construction | Project completed August 2020. |
| W4Q3 Mareeba Pound Upgrade Pound/Facility | Design | Cultural heritage site clearance documentation provided to Muluridji, soil testing completed, designs 75% complete. |
| W4Q3 Rankin Street Office Replace Air-conditioner | Construction | Major components completed August 2020; minor modifications to be completed in September. |

Infrastructure Services Capital Works Summary Report - August 2020

| Project Description | Project Stage | Progress comment |
|--|---------------|---|
| Program: 24 W4Q4 - Works for Queensland 4 | | |
| W4Q4 Bicentennial Lakes Solar Lighting | Not Commenced | To be programmed |
| W4Q4 Dimbulah Hall replace linoleum flooring | Planning | Planning underway |
| W4Q4 Riverside Caravan Park refurbish shower amenity block | Planning | Preliminary inspection completed; repairs/reinforcement of structural supports required in addition to refurbishments. |
| W4Q4 Dimbulah Caravan Park refurbish dongas and front office facilities | Planning | Facilities team have met with Lessee to discuss project. |
| W4Q4 Mareeba Heritage Centre sand and paint timber floors of main centre building including café | Planning | Facilities team met with Heritage Centre Manager & Cafe Lessee to discuss timing. The Centre and Cafe have requested that works occur during Christmas shutdown- 1 Jan 2020 - 7 Jan 2020. |
| W4Q4 Dimbulah Swimming Pool refurbish kiosk | Planning | Met with Lessee to discuss project. |
| W4Q4 Refurbish Kuranda Recreation Centre Hunter Park | Not Commenced | Will commence on completion of current Recreation Centre works. |
| W4Q4 Dimbulah Hall and Shire Hall Park electrical capacity upgrade | Not Commenced | To be programmed |
| W4Q4 Mt Molloy Community Hall Refurbishments | Not Commenced | To be programmed |
| W4Q4 Arnold Park Toilet Upgrade | Planning | Design options under review include masonry block construction and modular/pre-fabricated construction. |
| W4Q4 Cedric Davies Community Hub - Library project | Procurement | Tenders under consideration. |
| W4Q4 Rankin Street Public Disability Toilet | Planning | Planning underway - stakeholder inception meeting to occur. |
| W4Q4 Solar Projects: Dimbulah Swimming Pool; Mareeba Swimming Pool; Kuranda Aquatic Centre; Mareeba Water Treatment Plant; Kuranda Water Treatment Plant; Community Hub; Centenary Booster Pump; Mareeba Water Treatment Plant Booster Pump; Mareeba Wastewater Treatment Plant; | Design | Tender documentation being prepared for release as separable portions. |

9.2 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES OPERATIONS REPORT - AUGUST 2020

Date Prepared: 14 August 2020
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 August 2020.

RECOMMENDATION

That Council receives the Infrastructure Services, Technical Services Operations Report for August 2020.

BACKGROUND**Technical Services**Design, quality and investigations:

Investigation activities undertaken in August included:

| Activity | Current Requests | Closed Requests |
|------------------------------|------------------|-----------------|
| Road Infrastructure Review | 43 | 39 |
| Drainage Investigations | 0 | 0 |
| Building | 0 | 1 |
| Cemeteries | 0 | 1 |
| Park Investigations | 1 | 0 |
| NHVR Permit Applications | 5 | 10 |
| Aerodrome Investigations | 1 | 0 |
| Traffic Count Surveys | 7 | 7 |
| Rural Address Requests | 4 | 4 |
| Dial Before You Dig Requests | 0 | 31 |

Soil Laboratory:

Council's Soil Laboratory provides NATA-accredited soil and material testing for internal and external services. The laboratory completed the following testing in the August period:

| Supplier | August 2020 |
|----------|-------------|
| Internal | 74 |
| External | 232 |

Asset Inspections:

Scheduled inspections of Council's transport infrastructure assets have been varied during the month of August:

| Inspection Type | Each |
|-------------------------|------------|
| Gates & Grids | 88 |
| QR Open Level Crossings | 28 |
| Roads | 1 |
| Culverts | 28 |
| Subtotal | 145 |

In addition to field inspections, work was completed towards improving the footpath, water, sewerage, roads, kerbs and stormwater network.

Footpaths data was also updated with more accurate information received from Survey and GPS.

Inspections planned for September will continue to focus on the auditing of Queensland Rail open level crossings in coordination with Queensland Rail, as well as the completion of the annual inspection of gates and grids on Council roads.

Operational Works and Subdivisions

To ensure ongoing compliance with development conditions, both during construction and on-maintenance, Council undertakes routine inspection and monitoring of sites. The following developments remain current:

| Locality | Subdivisions Name | Status |
|----------|--|--------------------|
| Kuranda | 72 - 76 Mason Road Stage 1 | Under construction |
| Kuranda | 3 Hilltop Close | On-maintenance |
| Mareeba | The Edge Stage 2B | Under construction |
| Mareeba | Clean Choices Car Wash | On-maintenance |
| Mareeba | Mareeba Roadhouse & Accommodation Park, Williams Close | On-maintenance |
| Mareeba | Bundanoon Stage 2 | On-maintenance |
| Mareeba | The Edge Stage 2A | Off-maintenance |
| Kuranda | 112 Barnwell Rd widening | Monitoring |

Disaster Recovery Funding Arrangements (DRFA - previously NDRRA)

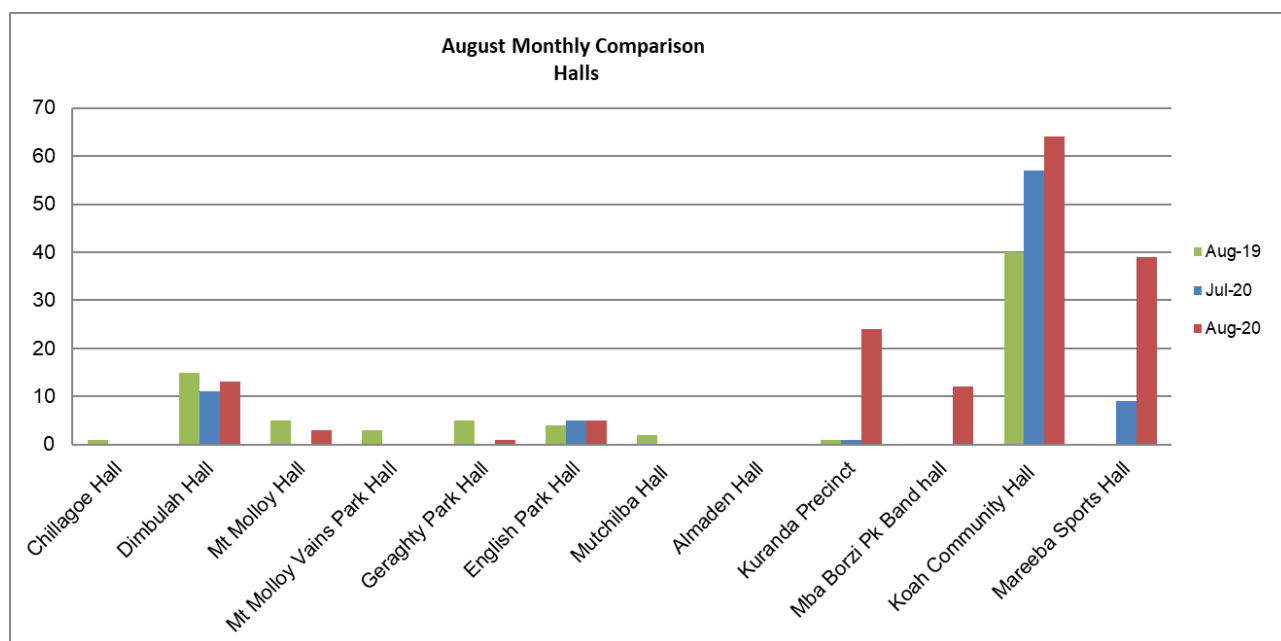
The DRFA is jointly funded by the Commonwealth and Queensland governments to help alleviate the costs of relief and recovery activities undertaken in disaster-affected communities by delivering recovery activities to return affected eligible assets back to pre-event condition. The status of declared disaster events currently being managed are provided below:

| Program | Status |
|-----------------|---|
| 2018 NDRRA | All works completed. Final claims lodged with QRA for reimbursement of costs in accordance with 30 June 2020 deadline. |
| 2019 DRFA | <p>Works currently underway include:</p> <ul style="list-style-type: none"> • Eastern Roads Package - Gregg Constructions continued works in August, with completion targeted for September. • Western Roads Package: Errol Fitzgerald continued works in August, with completion targeted for September. • Mid-Western & Dimbulah Roads Packages: Watto's Earthmoving continued works in August, with completion targeted for September. Bowers Street: Being finalised. <p>Gamboola Crossing: QRA has approved an amended scope of works and budget for repair of the concrete causeway. Detailed design & procurement activities to commence. An extension of time may be required due to limitations with dry season access.</p> |
| 2019 Betterment | <p>Various submissions prepared and lodged with QRA, being;</p> <ul style="list-style-type: none"> • Fossilbrook Road, Lynd Crossing. • Shanty Creek Road, Creek Crossing. • Clacherty Road, Creek Crossing <p>QRA have provided approval of these projects in early September 2020.</p> <p>Other betterment projects to be identified and submitted in future funding rounds.</p> |

Facilities

Community Halls:

Community Halls are available for use by the public; however, uptake has generally remained low which is likely due to COVID-19 restrictions. Utilisation of Council Facilities is conditional on hall users complying with the State Government's COVID-19 Restrictions Roadmap. A total of 19 bookings made were cancelled due to COVID-19.

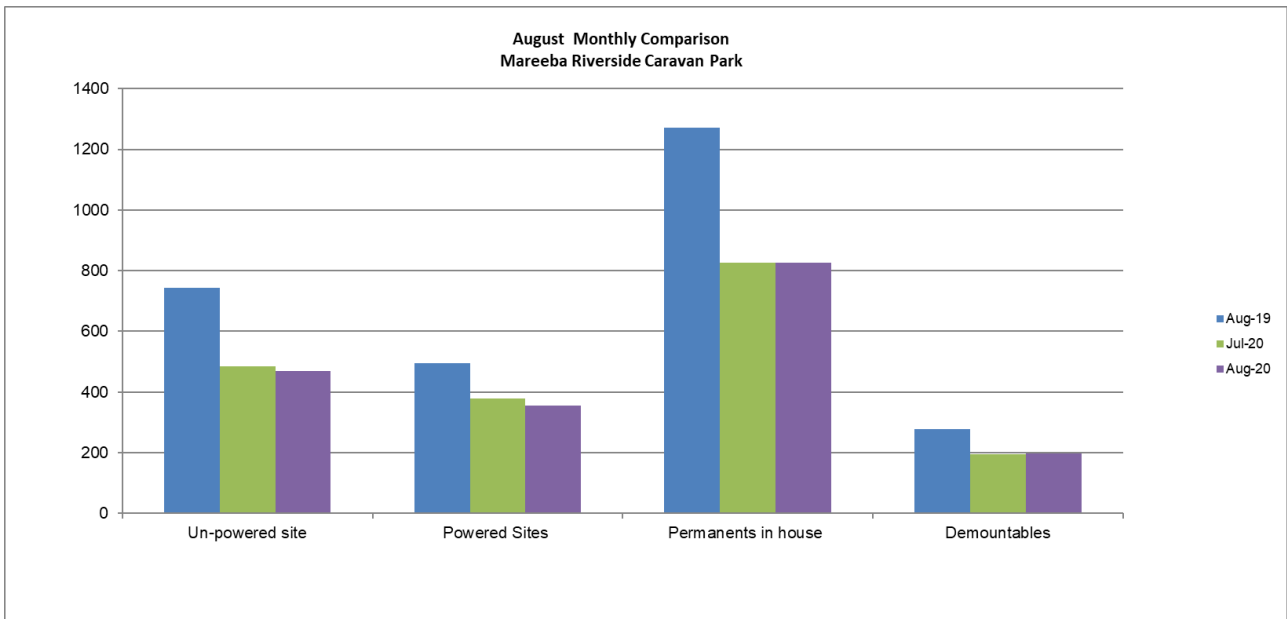


Swimming Pools:

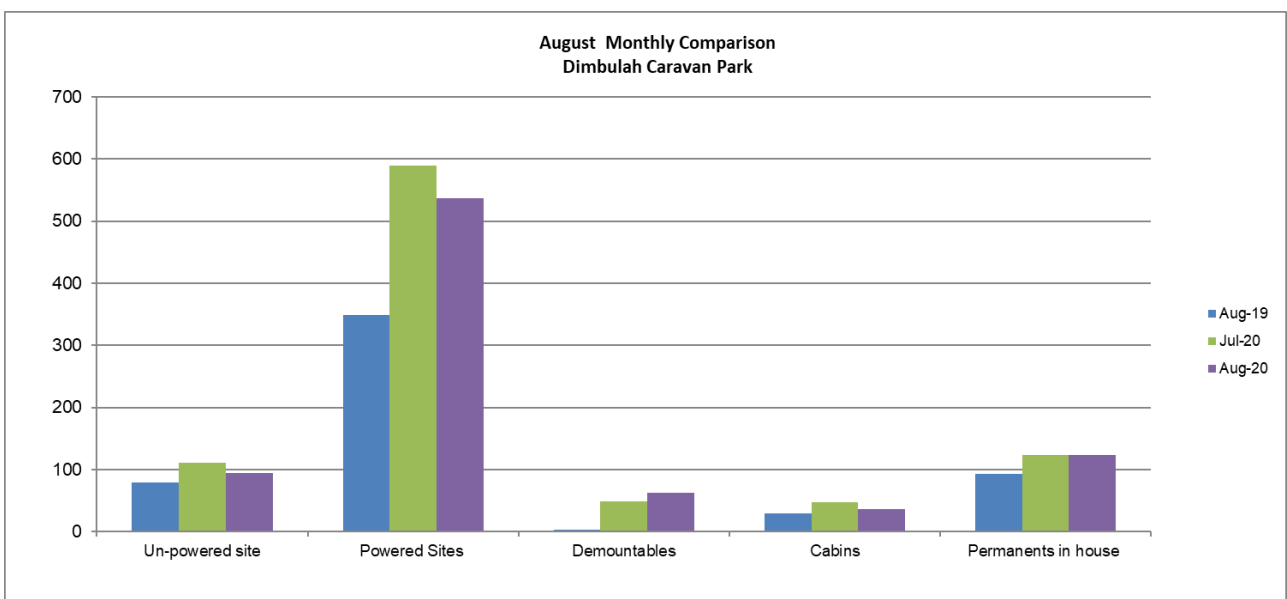
Kuranda Aquatic Centre opened 4 August 2020 and Mareeba on 18 August 2020. Dimbulah is due to open 1 October 2020.

Caravan Parks:

Mareeba Riverside Caravan Park utilisation numbers remain low which is assumed to be a continuation of the impacts affecting the region from COVID-19. Indications are that there are currently fewer grey nomads taking up residence than in previous years.



Dimbulah Caravan Park utilisation experienced a slight decrease in the powered and unpowered sites compared to last month, but numbers are generally higher than this time last year. Due to the contractors working in the area, occupancy in the demountables has increased.



Vandalism & Graffiti:

During August, nine (9) reports of vandalism were recorded, with annual costs provided below;

| Financial Year | Actuals | August Comments |
|----------------|--------------|--|
| 2015/16 | \$ 2,134.00 | • Mareeba Theatre Hall |
| 2016/17 | \$ 16,546.00 | • Mareeba CWA Toilets x 3 |
| 2017/18 | \$ 23,948.00 | • Mareeba Arnold Park Toilet |
| 2018/19 | \$ 14,851.00 | • Mareeba Davies Park Toilet |
| 2019/20 | \$ 14,211.18 | • Mareeba Mary Andrews Toilets |
| 2020/21 | \$ 504.72 | • Desailly Range Bob's Lookout • Mutchilba Hall |

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

COVID-19 impacts in relation to closure and re-opening of facilities will be managed in line with Queensland Government requirements.

FINANCIAL AND RESOURCE IMPLICATIONS**Capital**

Nil

Operating

Additional costs associated with graffiti and vandalism is expected and will be accommodated within existing budget allocations.

LINK TO CORPORATE PLAN

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

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.

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.

9.3 TMSC2020-17 CHILLAGOE RESERVOIR UPGRADE

Date Prepared: 26 August 2020
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

The Chillagoe Critical Water Infrastructure Project (Chillagoe Reservoir Upgrade) will see the construction of a new 500 kilolitre reinforced concrete water reservoir including all associated pipe work, electrical, SCADA and telemetry connections. This project is co-funded through the Queensland Government's Building our Regions (BOR) Program and the Australian Government's Building Better Regions Funding Program (BBRF).

Tenders for TMSC2020-17 Chillagoe Reservoir Upgrade closed at 11:00am Tuesday, 11 August 2020 and 10 responses were received. The purpose of this report is to inform Council of the assessments of tender submissions and provide a recommendation on award of the tender.

RECOMMENDATION

That Council:

1. Awards the tender for Contract TMSC2020-17 Chillagoe Reservoir Upgrade to King Concreting Pty Ltd T/A Civform for the sum of \$1,097,577.47 (including GST); and
2. Acknowledges the funding received from the following bodies:
 - \$450,000 through the Queensland Government's Building Our Regions (BOR) Program;
 - \$600,000 through the Australian Government's Building Better Regions Fund (BBRF).

BACKGROUND

Council has previously engaged Aurecon Consulting Engineering to undertake an assessment of the water storage requirements throughout Mareeba Shire. One of the projects this assessment identified was the need for one (1) new 500 kilolitre reservoir at Chillagoe to meet current and future water storage requirements, and in order to achieve required storage reserves for firefighting.

The existing two (2) steel water reservoirs located at Chillagoe have reached their useful life expectancy and will be replaced with a new 500 kilolitre reinforced concrete water reservoir including all associated pipe work, electrical, SCADA and telemetry connections. This project is co-funded through the Queensland Government's Building our Regions (BoR) Program and the Australian Government's Building Better Regions Funding Program (BBRF).

Tenders for TMSC2020-17 Chillagoe Reservoir Upgrade closed at 11:00am Tuesday, 11 August 2020 and ten (10) responses were received.

The below Table 1 provides an indication on all tender pricings at opening.

| Tenderer | Pricing excl. GST | Pricing incl. GST |
|---|-------------------|-------------------|
| Beep Beep Pty Ltd T/A Richardson's Building Service | \$926,721.00 | \$1,019,393.10 |
| DCG Company Pty Ltd T/A Absolut Constructions | \$1,163,226.71 | \$1,279,549.38 |
| GPB Constructions Pty Ltd | \$1,842,875.00 | \$2,027,162.50 |
| King Concreting Pty Ltd T/A Civform | \$997,797.70 | \$1,097,577.47 |
| LDI Constructions Civil Pty Ltd | \$1,090,783.00 | \$1,199,861.30 |
| M&J Arthur Pty Ltd | \$906,000.00 | \$996,600.00 |
| Neater Constructions (Q) Pty Ltd | \$1,473,630.00 | \$1,620,993.00 |
| Pensar Building Pty Ltd | \$1,666,052.87 | \$1,832,658.16 |
| Celtic Construction & Utility Services | \$1,619,072.10 | \$1,780,979.31 |
| WHF Group Pty Ltd | \$1,333,661.55 | \$1,467,027.70 |

DETAILED TENDER EVALUATION:

A detailed tender evaluation was undertaken to compare the tenderers based on criteria and associated weightings, to provide a total weighted score. These are shown in the following Table 2:

| Criteria | Weightings |
|-------------------------------------|-------------|
| Tendered Price | 40% |
| Local Content | 10% |
| Key Personnel Skills and Experience | 20% |
| Tenderer's Resources | 10% |
| Demonstrated Understanding | 20% |
| Total | 100% |

The tendered price score is a calculated formula dependent on the actual tender received against the median of all prices received. Scores for the remaining criteria are subject to the level of detail provided in the tenderer's proposal and the knowledge of the tenderer's performance on previous projects.

| Tenderer | Total Weighted Score | Rank |
|---|----------------------|------|
| Beep Beep Pty Ltd T/A Richardson's Building Service | 7.4 | 6 |
| DCG Company Pty Ltd T/A Absolut Constructions | 7.95 | 4 |
| GPB Constructions Pty Ltd | 4.24 | 10 |
| King Concreting Pty Ltd T/A Civform | 9.22 | 1 |
| LDI Constructions Civil Pty Ltd | 8.99 | 2 |
| M&J Arthur Pty Ltd | 8.65 | 3 |
| Neater Constructions (Q) Pty Ltd | 7.02 | 8 |
| Pensar Building Pty Ltd | 7.19 | 7 |
| Celtic Construction & Utility Services | 7.56 | 5 |
| WHF Group Pty Ltd | 6.67 | 9 |

Since the project inception, Council sought grants to assist with delivery of the project, and in early 2020 was successful in securing a total of \$1,050,000 of grant funding for this project, with any additional costs to be met by Mareeba Shire Council:

- \$450,000 through the Queensland Government's Building our Regions (BoR) Program; and

- \$600,000 through the Australian Government's Building Better Regions Fund (BBRF).

RISK IMPLICATIONS

Infrastructure and Assets

Existing infrastructure is urgently in need of replacement.

Political and Reputational

Potential of existing infrastructure to fail.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Externally funded through the Queensland State Government's Building Our Regions Program (BoR) and the Australian Government's Building Better Regions Funding Program (BBRF), with any additional costs to be met by Mareeba Shire Council.

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.

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.

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

Consult with the local Chillagoe Township residents and advise them on the project.

9.4 INFRASTRUCTURE SERVICES, WATER AND WASTE OPERATIONS REPORT - AUGUST 2020**Date Prepared:** 1 September 2020**Author:** Manager Water and Waste**Attachments:** Nil**EXECUTIVE SUMMARY**

The purpose of this report is to summarise Council's Water and Waste activities undertaken by the Infrastructure Services Department during the month of August 2020.

RECOMMENDATION

That Council receives the Infrastructure Services, Water and Waste Operations Report for August 2020.

BACKGROUND**Water and Wastewater Treatment:**

All treatment plants performing satisfactorily. Water demand has continued to increase for all schemes, with significant increases in consumption noted in Dimbulah (35% increase) Chillagoe (20% increase) compared with last month. Inflows through the wastewater treatment plants have remained steady since April.

Routine environmental monitoring did not detect any exceedances of environmental discharge limits. No anomalies or reportable notifications were reported in relation to routine water quality testing conducted during August.

| Water Treatment | Mareeba | Kuranda | Chillagoe | Dimbulah | Mt Molloy* |
|--|----------------|----------------|------------------|-----------------|-------------------|
| Water Plant average daily production (kL) | 8,495 | 1,104 | 326 | 567 | 122 |
| Number of Connections | 3,922 | 1,010 | 123 | 247 | 123 |
| Average daily water consumption per connection (L) | 2,087 | 1,093 | 2,650 | 2,296 | 992 |

* Mt Molloy is an untreated, non-potable water supply

| Wastewater Treatment | Mareeba | Kuranda |
|---|----------------|----------------|
| Wastewater Plant average daily treatment (kL) | 2,156 | 179 |
| Number of Connections | 3,507 | 348 |
| Average daily inflow per connection (L) | 615 | 514 |

Water and Wastewater Reticulation:

Council's water reticulation crew attended to several small water leaks and average response times were within targets set out in Council's customer service standard for water services.

Monthly statistics are tabled on the reticulation main breaks, unplanned interruptions and sewerage main breaks and chokes.

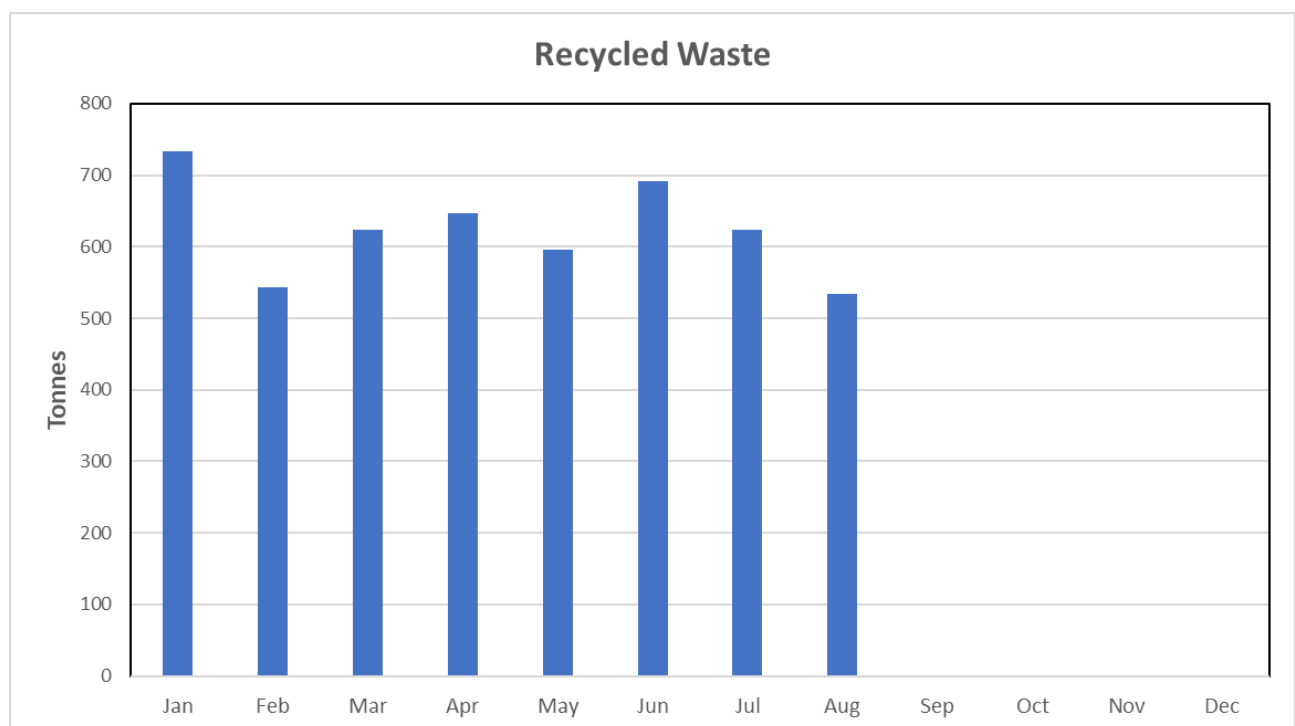
| Water Mains | Jan 2020 | Feb 2020 | Mar 2020 | April 2020 | May 2020 | June 2020 | July 2020 | August 2020 |
|-------------------------------|----------|----------|----------|------------|----------|-----------|-----------|-------------|
| Water main breaks | 4 | 9 | 11 | 10 | 8 | 8 | 6 | 4 |
| Unplanned water interruptions | 4 | 9 | 11 | 10 | 8 | 8 | 6 | 4 |
| Sewerage main breaks & chokes | 3 | 3 | 5 | 4 | 4 | 2 | 4 | 3 |

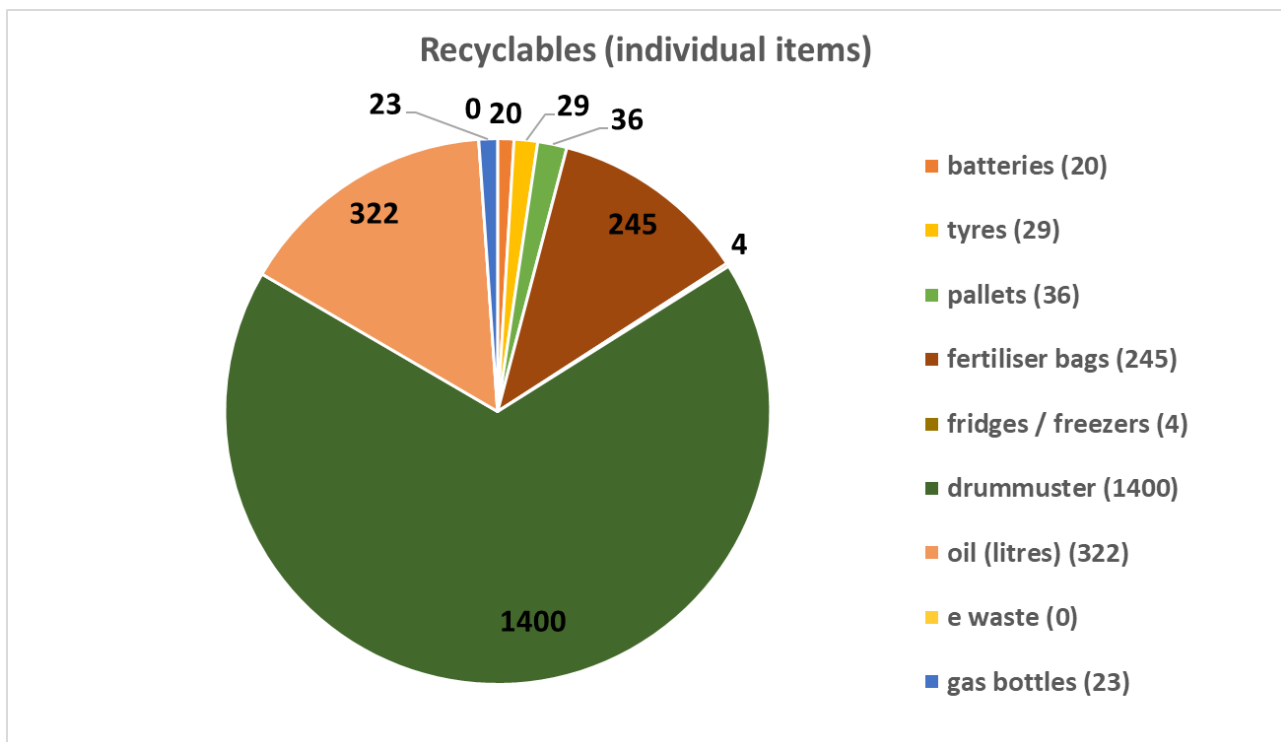
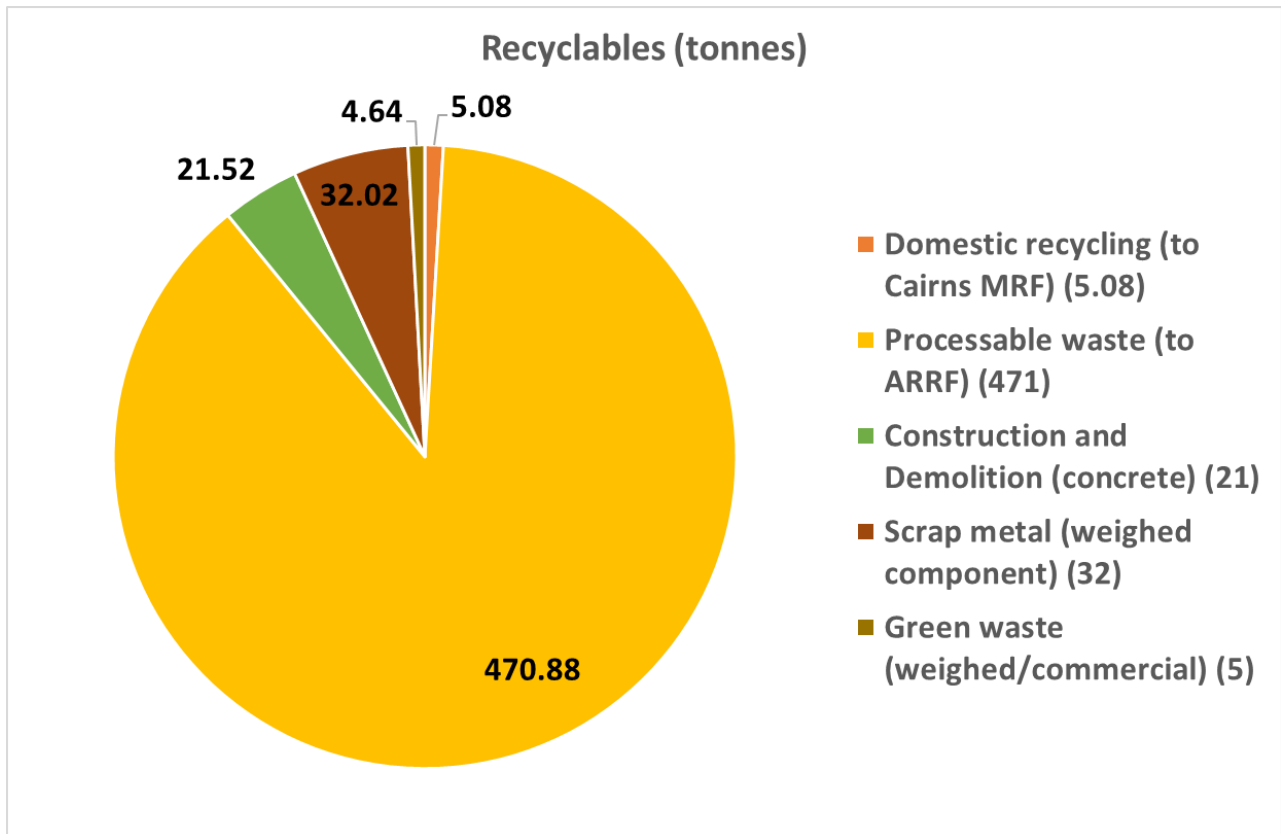
Waste Operations:

All transfer stations and Mareeba landfill are currently operational.

Recycling

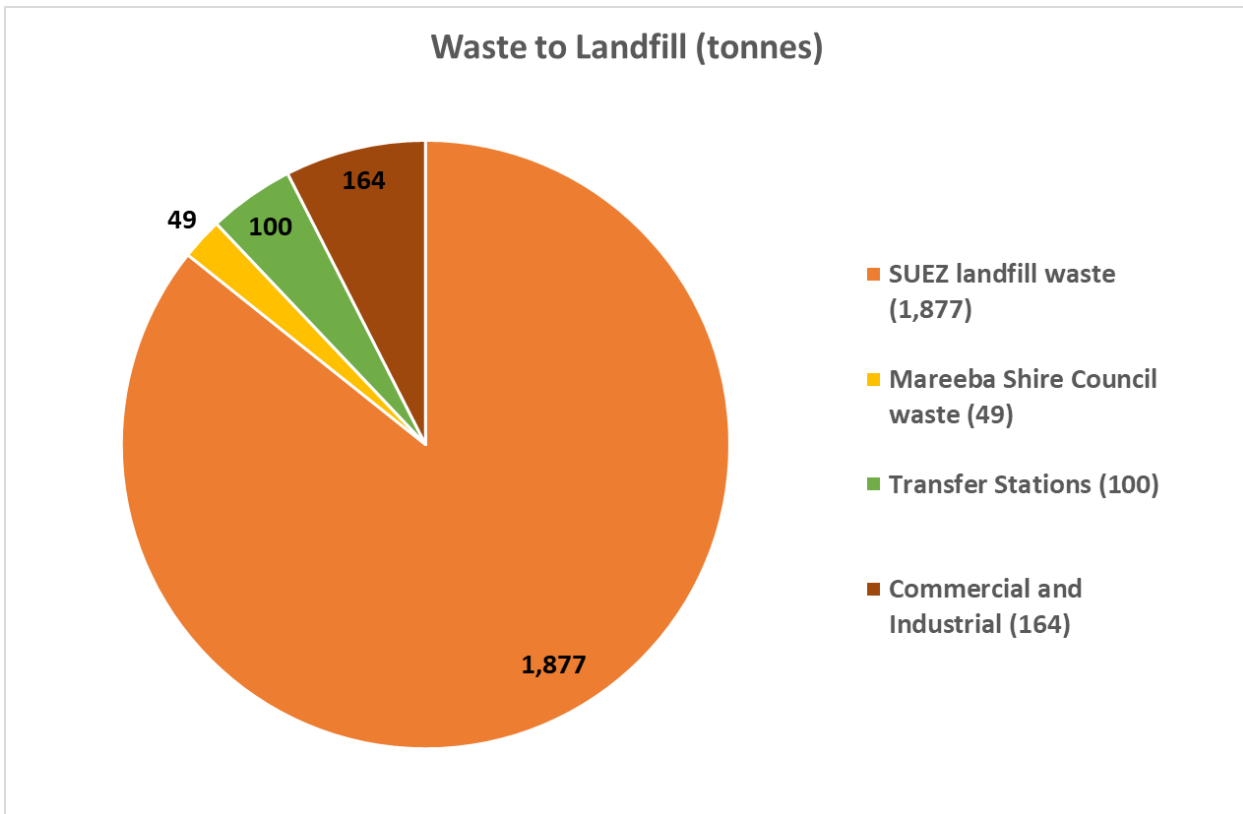
Waste material collected at each of the waste transfer stations are either deposited directly to the Mareeba landfill, recycled or transported to the SUEZ Advanced Resource Recovery Facility (ARRF) in Cairns for processing.





Waste to Mareeba Landfill

Waste directed to Mareeba Landfill is primarily residual waste from the SUEZ Advanced Resource Recovery Facility (ARRF) plant in Cairns, with minor quantities received from the waste transfer stations (Mareeba included), commercial and industrial waste, and waste that Mareeba Shire Council produces from its own activities.



Illegally Dumped Waste

Council received 10 illegally dumped tyres (less than one (1) tonne) and less than one (1) tonne of illegally dumped general waste through Mareeba Waste Transfer Station during the month of August.



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.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

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

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.

9.5 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - AUGUST 2020**Date Prepared:** 6 September 2020**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 operational activities undertaken by Infrastructure Services during the month of August 2020.

RECOMMENDATION

That Council receives the Infrastructure Services, Works Progress Report for the month of August 2020.

BACKGROUND

Transport Infrastructure

Road Maintenance Activities

Council maintains approximately 340 kilometres of unsealed roads in the northern part of the shire, loosely defined as the area east of the Walsh River Bridge on the Mareeba - Dimbulah. The table below shows a breakdown of unsealed road length by locality.

| Locality | Length (km) |
|---------------|--------------|
| Arriga | 14.9 |
| Biboohra | 38.3 |
| Chewko | 5.8 |
| Glen Russell | 3.2 |
| Julatten | 37.7 |
| Koah | 21.4 |
| Kuranda | 29.5 |
| Mareeba | 71.6 |
| Mona Mona | 23.9 |
| Mount Carbine | 23.4 |
| Mount Molloy | 36.0 |
| Mutchilba | 15.1 |
| Paddys Green | 12.6 |
| Southedge | 1.1 |
| Speewah | 5.5 |
| TOTAL | 340.0 |

Council has one (1) maintenance grading crew that works generally in a cyclic pattern from the Mt Carbine Cemetery Access Road in the Shire's northern reaches to Black Mountain Road in the Kuranda area. This calendar year, to the end of August, approximately 190 kilometres of unsealed road have been graded in the northern area.

The maintenance grading crew are currently in the Koah locality and will be moving to Speewah and Kuranda areas in September. It is estimated that by the Christmas close-down, the crew will in the Mt Carbine locality; weather, breakdown and resource dependent.

Bridges and Major Culverts

The bridge crew resources will be allocated to construction of the John Doyle Bridge for the next two (2) months. As such only emergency maintenance will be undertaken on Council bridges and major culverts during this time.

TMR Routine Maintenance Performance Contract (RMPC)

During August, RMPC activities on the Herberton - Petford Road were mainly pipe and culvert inspections and subsequent inlet and outlet cleaning. This activity should be completed by mid-September.

A medium formation grade from Chillagoe to King Vol mine on the Burke Developmental Road (BDR) was completed in late August and the grading crew relocated to Council's Gamboola camp and started the first of two 10-day work shifts. The contract grading crew, under the supervision of Council, has reached Turkey Creek and it is estimated that between these two crews the final 50 kilometres of maintenance grading on the BDR will be completed by late September.

Parks and Open Spaces

During August, Parks and Open Spaces staff concentrated their efforts on tree trimming, hedge maintenance and irrigation repair.

Kuranda Parks and Open spaces staff have changed out spider lilies that were impacting on the seating in Therwine Street for lower growing plants.

In September, the street artwork in Coondoo Street that was vandalised will be repaired. Staff will provide barricading around the artistic mosaic columns to allow the contractor room to work and provide safety to the public.

Parks and Open Spaces staff noted several failed solar lights at Bicentennial Lakes in July and these were replaced by the original supplier in August. Council is awaiting a report on the cause of the failures and at this time, no cost has been attributed to Council.

Land Protection

Parthenium Weed: There are 10 known active Parthenium Weed sites within Mareeba Shire and currently seven (7) are almost eradicated. Land Protection staff visit these sites every three (3) to four (4) weeks to ensure that all affected landowners are complying with their obligation to treat all incursions in a timely way that prevents the plants from flowering and seeding. While there, officers inspect all neighbouring landholders and adjoining roads and creek lines to be sure no weed seeds have spread.

Land Protection staff are always alert for new sites in their day-to-day activities and carry fact sheets and photos to show the public and ask them if they have seen the plant in their travels. Sites have been previously found in this way and early detection is necessary to prevent long term and expensive removal programs.

Navua sedge: Council have targeted this weed for removal in and around Julatten and Mt Molloy. Officers have treated all roadsides in the region and TMR have provided funding for the treatment of state-controlled land within the target area.

Multi Species Weeds Clean-up on the Upper Walsh River: The project area for this program starts in Irvinebank township and moves downstream through Gibb and Emu Creeks and stops at the junction with the Walsh River. Council collaborate with affected landowners, Mitchell River Catchment Group, Northern Gulf Resource Management Group and Biosecurity Queensland. Biosecurity Queensland provide a control operator and The Charters Towers Tropical Weeds Research Centre are trialling potential biological agents on the target weeds namely Bellyache Bush, Physic Nut, Rubber Vine and Siam Weed.

Rabbits: Land Protection Officers have introduced the K5 Callisivirus into rabbit populations on McBean and Leafgold Weir Roads as well as in Watsonville town area.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

COVID-19 impacts in relation to closure and re-opening of facilities will be managed in line with Queensland Government restrictions.

FINANCIAL AND RESOURCE IMPLICATIONS

Operating

All operational works are funded by the section specific 2019/20 maintenance budgets.

LINK TO CORPORATE PLAN

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

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

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

IMPLEMENTATION/COMMUNICATION

Nil

10 OFFICE OF THE CEO**10.1 ENDORSEMENT OF MAREEBA LOCAL DISASTER MANAGEMENT PLAN**

Date Prepared: 3 September 2020

Author: Chief Executive Officer

Attachments: 1. [Mareeba Local Disaster Management Plan 2020/21](#) [↓](#)

EXECUTIVE SUMMARY

The Mareeba Local Disaster Management Plan (LDMP) provides the framework for a multiagency response and recovery operations.

This plan has been developed by, and with the authority of, Mareeba Shire Council pursuant to sections 57 and 58 of the *Disaster Management Act 2003*. The plan conforms to the state planning guidelines.

The plan was endorsed by the Mareeba Local Disaster Management Group on 31 August 2020.

Section 80(1)(b) requires Council to approve its Local Disaster Management Plan (LDMP).

RECOMMENDATION

That Council endorses the Mareeba Local Disaster Management Plan.

BACKGROUND

The LDMP is an overarching document that details the structure, management arrangements and governance provisions which underpin the process. It gives an overview of the arrangements in place for dealing with disasters and sets out the role of the LDMG.

The plan is designed to be flexible so it can be adapted to any disaster event affecting the region to ensure an integrated, coordinated and timely response.

The LDMP is complemented by operational sub plans which are designed to expand on information contained in the LDMP.

RISK IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LINK TO CORPORATE PLAN

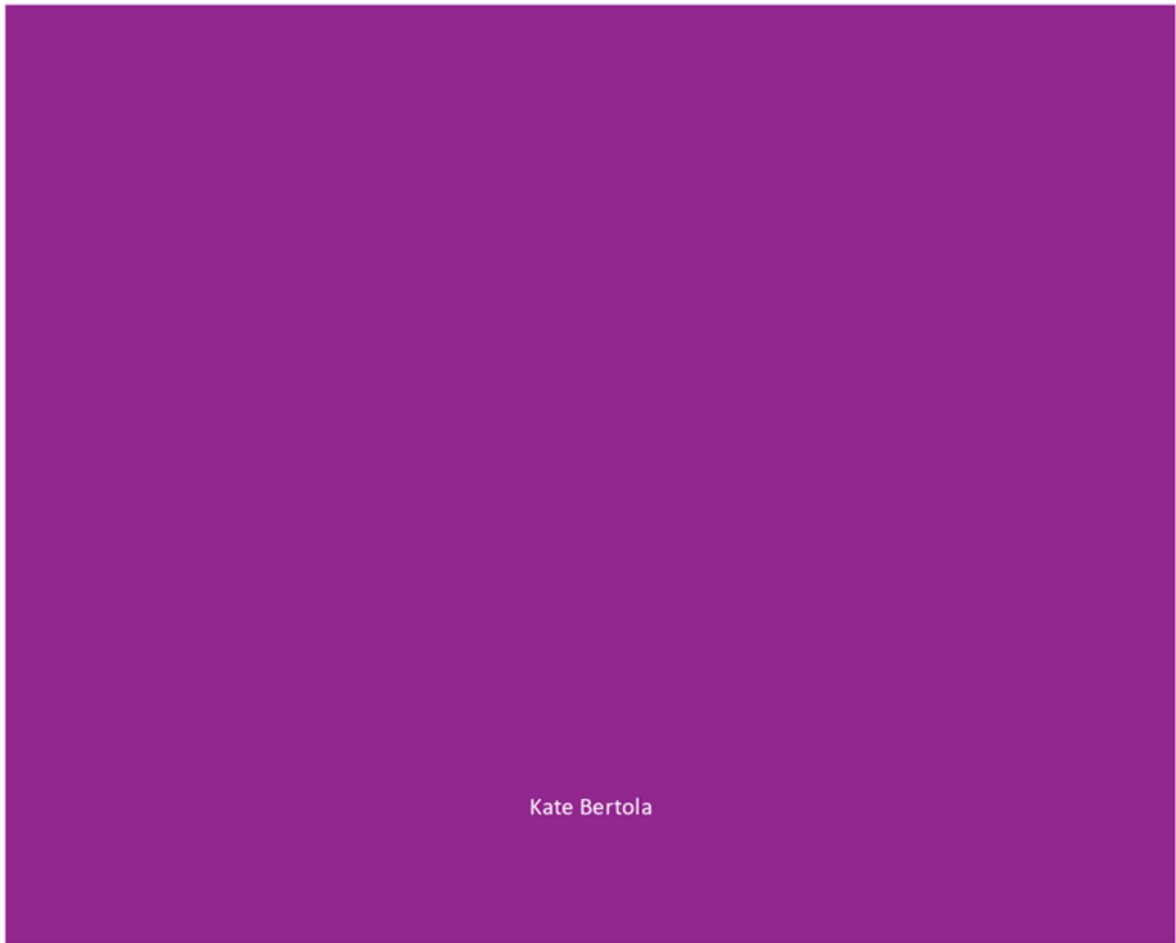
Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance and affordable levels of service delivered to the community.

IMPLEMENTATION/COMMUNICATION

If approved, updated plan will be placed on Council's website.



MAREEBA LOCAL DISASTER MANAGEMENT PLAN 2020/21



Kate Bertola

Mareeba Local Disaster Management Plan 2020/21

Contents

| | |
|--|----|
| FOREWORD | 5 |
| ENDORSEMENT | 6 |
| PART 1: ADMINISTRATION AND GOVERNANCE..... | 7 |
| Amendments and Version Control | 7 |
| Amendment register | 7 |
| Distribution | 8 |
| Authority to plan..... | 8 |
| Responsibilities | 8 |
| Queensland’s Disaster Management Arrangements..... | 8 |
| Purpose of the Plan..... | 10 |
| Structure of the Plan..... | 10 |
| Objective of the Plan..... | 10 |
| Prevention..... | 10 |
| Preparedness | 10 |
| Response | 11 |
| Recovery..... | 11 |
| Emergency Management Assurance Framework..... | 11 |
| Scope..... | 11 |
| PART 2: MAREEBA LOCAL DISASTER MANAGEMENT GROUP | 12 |
| Establishment..... | 12 |
| Functions..... | 12 |
| LDMG Membership..... | 12 |
| Chairperson..... | 12 |
| Deputy Chairperson | 13 |
| Local Disaster Coordinator..... | 13 |
| Core Membership | 13 |
| Invitees and observers..... | 14 |
| Sub-groups and working groups | 14 |
| Activation | 14 |
| Business-as-usual arrangements | 14 |
| General organisational roles and responsibilities..... | 15 |
| PART 3: DISASTER RISK ASSESSMENT | 25 |
| Community Context | 25 |
| Geography..... | 25 |
| Climate and Weather | 25 |

Mareeba Local Disaster Management Plan 2020/21

Population..... 26

Our Age 26

Where We Come From 26

Our Education 26

Disability..... 26

Linguistic diversity..... 27

What we do..... 27

Cultural Diversity..... 27

Vulnerable populations..... 27

Social Support Infrastructure..... 27

Community Preparedness & Capacity 27

Critical Infrastructure 28

 Transportation - Road System 28

 Transportation - Railway..... 28

 Transportation - Airfields 28

 Wastewater network 29

Electrical network 29

 Water Supply..... 29

 Buildings 30

 Medical Facilities..... 30

Hazards..... 30

 Bushfire 30

 Cyclones 31

 Severe Storms 31

 Flooding..... 31

 Dams 32

 Epidemics/pandemics (human-related)..... 32

 Exotic animal and plant diseases 32

 Heatwaves..... 33

 Earthquakes 33

 Terrorism..... 33

 Major Infrastructure Failure 34

 Risk analysis 34

PART 4: PREVENTION..... 35

 Queensland Government prevention roles and responsibilities..... 35

 Land Use Planning 35

Mareeba Local Disaster Management Plan 2020/21

Community education 36

Hazard reduction programs 36

Building codes, regulations and standards 36

Insurance..... 37

PART 5: PREPAREDNESS..... 38

 Response capability 38

 Training 38

 Exercises..... 38

 Evaluating the exercise 39

 Post-event review 39

 Preparedness notification and dissemination 40

 Bureau of Meteorology..... 40

 Emergency Management Dashboard 40

 Early Warning Network..... 40

 LDMG and member organisation responsibilities 40

 Emergency planning..... 41

 Local Disaster Management Plan principles 41

 Primary and lead agency plans 41

 Community emergency plans 41

 Community awareness and education 41

PART 6: RESPONSE 43

 Emergency response and the Local Disaster Management Group..... 43

 Activation levels for response arrangements 43

 Local Disaster Coordination Centre 45

 Emergency warning notification and dissemination 45

 Family, friends and neighbours..... 46

 Social media, websites and notification services..... 46

 Emergency Alert..... 46

 Standard Emergency Warning Signal (SEWS) 46

 Mainstream media (radio, television and newspapers) 46

 Public information and media management 46

 Coordination and capability support 47

 Impact assessment..... 47

 Post-impact assessment 47

 Needs assessment..... 48

 Financial management..... 49

Mareeba Local Disaster Management Plan 2020/21

Disaster financial assistance arrangements 49

 Disaster Recovery Funding Arrangements 49

 State Disaster Relief Arrangements (SDRA) 49

Logistics management 50

Disaster declaration 50

Resupply 50

Emergency supply 51

Accessing support and allocating resources 51

Hazard-specific arrangements 52

 Primary (hazard-specific) agency 52

Functional arrangements 52

 Lead (function) agencies 52

General arrangements related to primary and lead agencies 52

 Coordination of primary and lead agencies 52

 Primary and lead support agencies 52

 Primary (hazard-specific) agencies 53

 Functional Lead Agencies 53

PART 7: RELIEF 55

 Evacuation Centres 55

 Donating to affected people 55

 Volunteering 56

 Isolated communities 56

PART 8: RECOVERY 57

 Phases of recovery 57

 Phase 1 – Post impact and early recovery 57

 Phase 2 – Recovery and restoration 57

 Phase 3 – Transition 57

 Functions of Recovery 58

 Queensland Government Responsibilities 60

Mareeba Local Disaster Management Plan 2020/21

FOREWORD

Mareeba Shire Council has an estimate resident population of 22,000 and is dispersed across 53,457km². Mareeba, with a district population of over 10,000, is the main commercial and administrative centre and lies 64 km south west of Cairns. Most of the shire's remaining population reside in and around smaller towns and districts including Kuranda, Koah, Speewah, Bibohra, Mt Molloy, Julatten, Mt Carbine, Mutchilba, Dimbulah, Irvinebank, Watsonville, Almaden and Chillagoe.

The Mareeba Local Disaster Management Plan (LDMP) provides the framework for a multiagency response and recovery operations. It integrates with Queensland's disaster management arrangements and is an important tool in how we can prepare ourselves and how we respond to disasters or serious events.

This is a dynamic document that will be regularly reviewed and kept up to date in line with any changes in legislation and reflect learning's from events within Australia or elsewhere.

It should always be remembered that community safety is everyone's responsibility and I would ask that you too do your part and develop your own emergency plan so that you and your family are well prepared for any disaster should it arise.



CR ANGELA TOPPIN
MAYOR

Mareeba Local Disaster Management Plan 2020/21

ENDORSEMENT**Mareeba Shire Council**

This plan has been developed by, and with the authority of, Mareeba Shire Council pursuant to sections 57 and 58 of the *Disaster Management Act 2003*. The plan conforms to the state planning guidelines.

Section 80(1)(b) requires Council to approve its Local Disaster Management Plan (LDMP).

The plan was endorsed by Mareeba Shire Council on <insert date>.

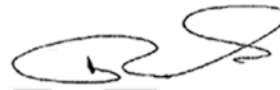
Mareeba Local Disaster Management Group

The plan was endorsed by the Mareeba Local Disaster Management Group on 31 August 2020.



31/08/2020

Cr Angela Toppin
Mayor
Chairperson Mareeba Local Disaster
Management Group



31/08/2020

Peter Franks
Chief Executive Officer
Mareeba Local Disaster Coordinator

Mareeba Local Disaster Management Plan 2020/21

PART 1: ADMINISTRATION AND GOVERNANCE

Amendments and Version Control

This plan will be reviewed on an annual basis and relevant amendments will be made and distributed.

Indicative Timeframes for review:

| | |
|-------------------|--|
| April-June | Local Disaster Management Plan reviewed and proposed amendments highlighted |
| July | Draft Local Disaster Management Plan distributed to Local Disaster Management Group for feedback |
| August | Reviewed plans submitted to Council for approval (if necessary) |
| September | Updated plan submitted to District Disaster Management Group for endorsement |

Mareeba Shire Council maintains responsibility for the secretariat role of the Mareeba Local Disaster Management Group. Proposals for amendments or inclusions (from residents, businesses, visitors and other stakeholders can be addressed in writing to:

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

info@msc.qld.gov.au

Minor amendments that do not materially affect the plan can be authorized by the Chief Executive Officer, Mareeba Shire Council.

Amendment register

| Version | Date | Comment |
|-------------|-----------|---|
| 1.00 | July 2014 | Plan developed and endorsed post deamalgamation |
| 2.00 | July 2020 | Complete review and revision incorporating 2018 Queensland State Disaster Management Plan |
| | | |
| | | |

Mareeba Local Disaster Management Plan 2020/21

Distribution

The master copy of this plan is held in the Mareeba Shire Council Chambers. The plan is also available on the website: msc.qld.gov.au.

Authority to plan

This plan has been prepared by Mareeba Shire Council for the Mareeba Shire local government area under the provisions of section 57(1) of the *Disaster Management Act 2003* (the Act).

Responsibilities

In accordance with section 30(1)(f) of the Act, the LDMG is responsible for managing disaster operations in the area. It does so under policies and procedures defined by the Queensland Disaster Management Committee (QDMC).

In the event of a disaster, decision-making authority for disaster management in the local government area rests with the LDMG. The Chairperson is responsible for managing of the business of the group.

The Chairperson is supported by the Local Disaster Coordinator (LDC), who is responsible for managing the coordination of disaster operations and activities performed by disaster response and recovery agencies.

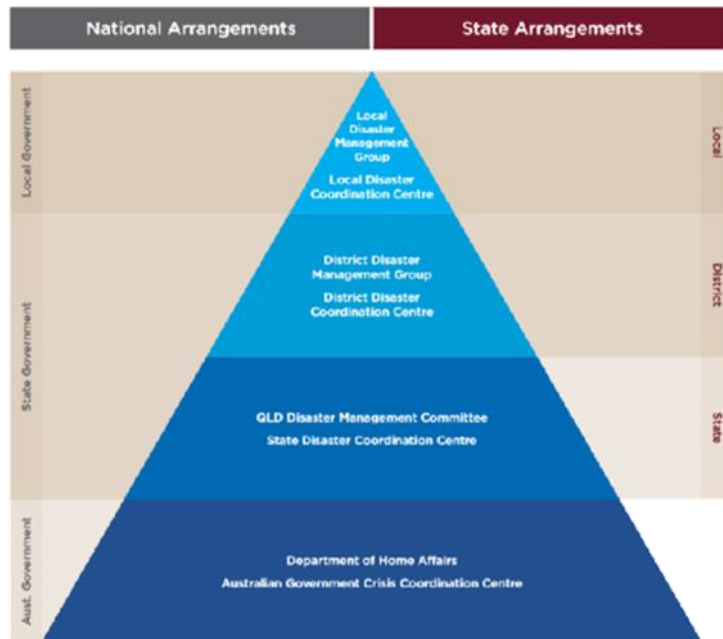
Queensland's Disaster Management Arrangements

The LDMG forms part of the Queensland Disaster Management Arrangements (QDMA). The arrangements include local, district and state tiers, as shown on the following page. They enable a progressive escalation of support and assistance through each tier as required, and they are geared towards providing support and coordination to the local level.

The Australian Government is also included in the arrangements as a fourth level, in recognition that Queensland may need to seek federal support in times of disaster.

The arrangements recognise and promote collaboration to ensure comprehensive disaster management through the effective coordination of disaster risk planning, services, information and resources.

Mareeba Local Disaster Management Plan 2020/21



For detailed information regarding the arrangements, please refer to the Prevention Preparedness, Response and Recovery Disaster Management Guideline <https://www.disaster.qld.gov.au/dmg/Pages/DM-Guideline>

DRAFT

Mareeba Local Disaster Management Plan 2020/21

Purpose of the Plan

The purpose of the LDMP is to:

- detail the arrangements for the coordination and management of resources
- ensure the safety and wellbeing of the community prior to, during and after a disaster

The plan provides a comprehensive, all-hazards, all-agencies approach to disaster management

(An 'all-hazards' approach means that the plan addresses all threat types in a holistic manner).

Structure of the Plan

The LDMP is an overarching document that details the structure, management arrangements and governance provisions which underpin the process. It gives an overview of the arrangements in place for dealing with disasters and sets out the role of the LDMG.

The plan is designed to be flexible so it can be adapted to any disaster event affecting the region to ensure an integrated, coordinated and timely response.

The LDMP is complemented by operational sub plans which are designed to expand on information contained in the LDMP.

Objective of the Plan

The objective of the plan is to protect people, property and the environment from the impacts of disaster. The intent is to achieve this through risk reduction measures and response and recovery strategies, and by working towards increased community resilience. To achieve this, the plan follows the four guiding principles outlined in the Act, which are:

- a) Disaster management should be planned across the following four phases – prevention, preparedness, response and recovery.
- b) All events, whether natural or caused by human acts or omissions, should be managed in accordance with the strategic policy statement, the state disaster management plan and any disaster management guidelines.
- c) Local governments should primarily be responsible for managing events in their local government area.
- d) District groups and the state group should provide local governments with appropriate resources and support to help the local governments carry out disaster operations.

The strategies for the four phases are as follows:

Prevention

- Investigate and coordinate risk management strategies to reduce the impact of disaster events on the community.

Preparedness

- Increase community resilience by increasing knowledge and education.
- Encourage shared responsibility and an all-hazards approach to disaster management—including the resources and arrangements used to support response and recovery.
- Enhance local capability by encouraging participation in training and exercises, contributing to equipment acquisition programs, and building relationships.

Mareeba Local Disaster Management Plan 2020/21

Response

- Provide effective and efficient coordination of disaster response and recovery in order to safeguard people, property and the environment.
- Provide support to remote communities who may be affected by a disaster.

Recovery

- Ensure that the recovery priorities of the Mareeba Shire community are identified and met across the functional areas.
- Ensure that recovery operations help to build community resilience.

Emergency Management Assurance Framework

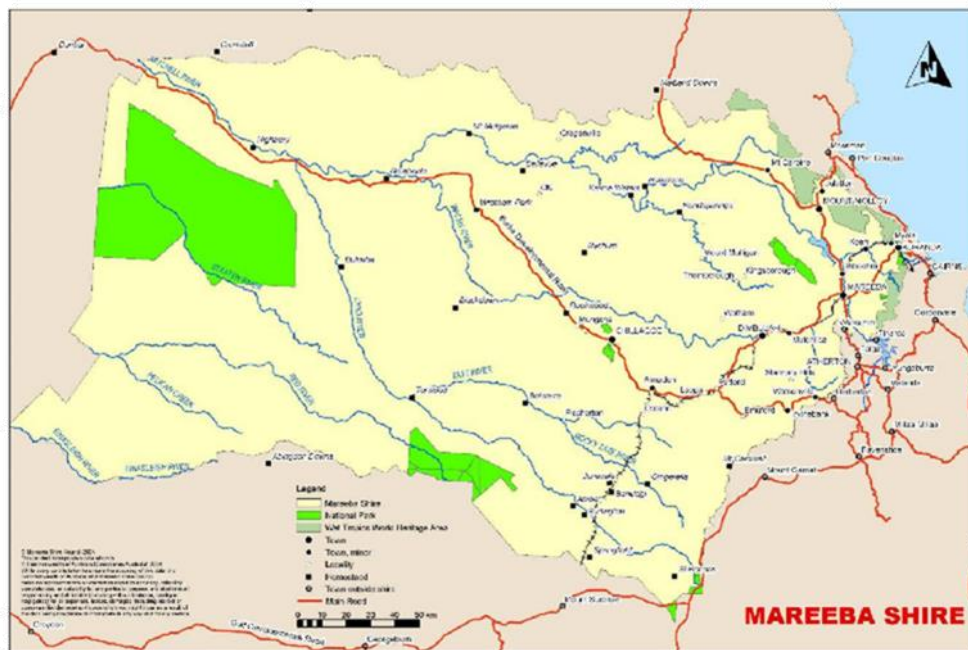
The Inspector-General of Emergency Management has issued a standard pursuant to section 16N of the Act. This is referred to as the Emergency Management Assurance Framework (EMAF).

The EMAF represents a commitment by Queensland’s disaster management stakeholders to position Queensland as the most disaster-resilient state in Australia. The framework supports accountability and builds consistency across all levels of the disaster management arrangements. It also reinforces a shared responsibility for delivering better disaster management outcomes for the community.

For more information on the EMAF visit lgem.qld.gov.au.

Scope

This plan applies to the local government area of Mareeba Shire Council, as shown below.



Mareeba Local Disaster Management Plan 2020/21

PART 2: MAREEBA LOCAL DISASTER MANAGEMENT GROUP

Establishment

Mareeba Shire Council has established a Local Disaster Management Group (LDMG) in accordance with s. 29 of the Act.

For detailed information regarding the operations of Local Disaster Management Groups, please refer to the Prevention Preparedness, Response and Recovery Disaster Management Guideline <https://www.disaster.qld.gov.au/dmg/Pages/DM-Guideline>

Functions

The functions of the LDMG are:

- a) to ensure that disaster management and disaster operations in the area are consistent with the state group's strategic policy framework for disaster management for the State.
- b) to develop effective disaster management, and regularly review and assess the disaster management.
- c) to help Council to prepare a LDMP.
- d) to identify, and provide advice to the relevant district group about, support services required by the local group to facilitate disaster management and disaster operations in the area.
- e) to ensure the community is aware of ways of mitigating the adverse effects of an event, and preparing for, responding to and recovering from a disaster.
- f) to manage disaster operations in the area under policies and procedures decided by the State Group.
- g) to provide reports and make recommendations to the relevant district group about matters relating to disaster operations.
- h) to identify, and coordinate the use of, resources that may be used for disaster operations in the area.
- i) to establish and review communications systems in the group, and with the relevant district group and other local groups in the disaster district of the relevant district group, for use when a disaster happens.
- j) to ensure information about a disaster in the area is promptly given to the relevant district group.
- k) to perform other functions given to the group under the Act.

LDMG Membership

In accordance with Section 33 of the Act, Council appoints the membership of the LDMG.

Chairperson

Mareeba Shire Council appoints the Mayor to the role of Chairperson of the LDMG.

In line with the Act, the chairperson has the following functions:

- manage and coordinate the business of the group

Mareeba Local Disaster Management Plan 2020/21

- ensure, as far as practicable, that the group performs its functions;
- report regularly to the relevant district group, and the chief executive officer of the department about the performance by the local group of its functions.

Deputy Chairperson

Mareeba Shire Council appoints the Deputy Mayor as the Deputy Chairperson of the LDMG. The Deputy Chairperson assists the Chairperson as required.

Local Disaster Coordinator

The Chairperson of the LDMG appoints a Local Disaster Coordinator (LDC) for the group. For Mareeba the Chief Executive Officer is appointed to this role.

The Manager Technical Services is appointed as the Deputy LDC.

The LDC has the following functions:

- to coordinate disaster operations for the local group;
- to report regularly to the local group about disaster operations;
- to ensure, as far as practicable, that any strategic decisions of the local group about disaster operations are implemented.

Core Membership

The core membership of the LDMG is detailed below:

| Organisation | LDMG Position | Organisational Role |
|---|--|--|
| Statutory appointments and those appointed because of the office they hold at Mareeba Shire Council | Chairperson | Mayor, Mareeba Shire Council |
| | Deputy Chairperson | Deputy Mayor, Mareeba Shire Council |
| | Local Disaster Coordinator (LDC) | CEO Mareeba Shire Council |
| | Deputy LDC | Manager Technical Services Mareeba Shire Council |
| Mareeba Shire Council | Chairperson Built Environment & Infrastructure Sub Group | Director Infrastructure Services |
| Mareeba Shire Council | Chairperson Economic Sub Group | Director Corporate and Community Services |
| Mareeba Shire Council | Chairperson Public Health and Environment Sub Group | Manager Development and Governance |
| Mareeba Shire Council | Chairperson Community Support Sub Group | Manager Community Wellbeing |
| Queensland Police Service | Member | Officer in Charge |
| Queensland Fire and Emergency Services (Urban) | Member | Inspector |
| Queensland Ambulance Service | Member | Officer in Charge |
| Queensland Fire and Emergency Management | Member | Emergency Management Coordinator |
| Queensland Health | Member | Medical Superintendent |
| Red Cross | Member | Liaison Officer |
| State Emergency Services | Member | Area Controller |

Mareeba Local Disaster Management Plan 2020/21

Each member is able to nominate a deputy member who may exercise the role of the core member in the absence of that member if approved by the Chairperson.

The LDMG has standing advisors who are experts in their field.

The permanently appointed advisors are listed below:

| Organisation | LDMG Position | Organisational Role |
|---|---------------|----------------------|
| Ergon | Advisor | Area Manager |
| Telstra | Advisor | Area General Manager |
| Sunwater | Advisor | Area General Manager |
| Department Education | Advisor | Education Advisor |
| Department of Communities, Child Safety and Disability Services | Advisor | Area Manager |

Invitees and observers

The LDMG also invites representatives from non-member organisations to contribute to the business of the group.

These representatives will have the necessary expertise or experience, and delegated authority to assist the group in considering their approach to the ongoing planning, testing and reviewing of the shire's disaster management arrangements.

Sub-groups and working groups

The LDMG may form sub-groups or working groups to assist as necessary. Membership of these groups will reflect the necessary expertise for the particular function or threat at the time.

Activation

The LDMG is activated by the Chairperson or Deputy Chairperson on receipt of specific warnings, requests or advice.

In the case of a fast breaking event or potential event with significant community consequences, the LDC may activate the Local Disaster Coordination Centre (LDCC) to respond without activating the LDMG.

Business-as-usual arrangements

Council and other member organisations, as primary agencies and lead agencies, may also activate their own business-as-usual arrangements without the activation of the LDMG, the LDMP or the LDCC.

Mareeba Local Disaster Management Plan 2020/21

General organisational roles and responsibilities

Effective coordination of disaster events relies on roles and responsibilities being clearly defined and communicated.

Outlined below are the indicative roles and responsibilities LDMG member organisations and other stakeholders. State government departmental and organisational roles and responsibilities are adapted from the Queensland State Disaster Management Plan or legislation.

| Organisation | Indicative roles and responsibilities |
|-----------------------|---|
| Mareeba LDMG | <p>Disaster coordination and support to agencies, including:</p> <p>Situation assessment</p> <ul style="list-style-type: none"> • The collection, collation, evaluation and dissemination of information relating to the current and predicted status of the disaster <p>Event priority determination</p> <ul style="list-style-type: none"> • The establishment of priorities among the many distinct incidents that may make up a disaster event. <p>Essential resource acquisition and allocation</p> <ul style="list-style-type: none"> • The acquisition of resources from the agencies involved or from external sources to support the disaster response <p>Policy level support of interagency activities</p> <ul style="list-style-type: none"> • The making of local policy level decisions, where required, if existing arrangements are not sufficient to support the disaster response. <p>Coordination with other groups</p> <ul style="list-style-type: none"> • Coordination with other groups such as the District Disaster Management Group (DDMG) and cross-border coordination bodies. <p>Coordination with elected and appointed officials</p> <ul style="list-style-type: none"> • The briefing of elected and appointed officials on disaster-related issues in the local area <p>Coordination of summary information</p> <ul style="list-style-type: none"> • Coordination of summary information such as impact assessments. <p>Coordination of public information</p> <ul style="list-style-type: none"> • Coordination of information among agencies and other groups to ensure consistency in messages to the public. |
| Mareeba Shire Council | <p>Carry out primary (hazard) and/or lead (functional) agency roles as nominated in this plan.</p> <ul style="list-style-type: none"> • Ensure the business continuity of essential local government services including, but not limited to: <ul style="list-style-type: none"> ○ public health, including refuse disposal ○ maintenance (including debris clearance) of parks, shire-controlled roads and bridges ○ animal management ○ environmental protection • Provide a secretariat to the LDMG. • Conduct and implement prevention and preparedness arrangements, including community education. |

Mareeba Local Disaster Management Plan 2020/21

| | |
|---|---|
| | <ul style="list-style-type: none"> • Collect, analyse and disseminate information from telemetry systems in conjunction with the Bureau of Meteorology. • Support the State Emergency Service (SES) Unit in conjunction with Queensland Fire and Emergency Services. • Coordinate immediate welfare and recovery needs in conjunction with partner organisations. • Provide advice to the LDMG and action reasonable requests during disaster operations, as required. |
| Australian Defence Force <i>Access through DDMG</i> | <ul style="list-style-type: none"> • Consider Defence Aid to the Civil Community (DACC) when requested through the appropriate channels. • Provide advice to the LDMG and action reasonable requests during disaster operations, as required. |
| Australian Red Cross | <ul style="list-style-type: none"> • Upon request from Council, activate staff to operate, manage and subsequently close evacuation centres as agreed. • Operate the Register. Find. Reunite. service. • Provide advice to the LDMG and action reasonable requests during disaster operations, as required. |
| Australian Government Bureau of Meteorology <i>Access through DDMG</i> | <ul style="list-style-type: none"> • Provide forecasts, warnings and long-term outlooks on environmental phenomena that affect the safety, prosperity and resilience of Australians. |
| Department of Agriculture and Fisheries <i>Access through DDMG</i> | <ul style="list-style-type: none"> • Carry out primary (hazard) and/or lead (functional) agency roles as nominated in this plan. • Coordinate efforts to prevent, respond to and recover from pests and non-human disease, and to address livestock welfare. • Provide advice related to stock. • Coordinate destruction of stock or crops in an emergency pest/disease situation. |
| Department of Communities, Child Safety and Disability Services | <ul style="list-style-type: none"> • Carry out primary (hazard) and/or lead (functional) agency roles as nominated in this plan. • Provide human and social relief and recovery information and advice across all stages of disaster management. • Administer personal finance assistance under the State Disaster Relief Arrangements (SDRA) or the Natural Disaster Relief and Recovery Arrangements (NDRRA). • Provide support and resources to the local affected area. • Purchase the registration of volunteers through the Volunteering Queensland Community • Response to Extreme Weather (CREW) and the referral of offers of assistance from spontaneous volunteers. • Upon request, source additional relief and recovery volunteers. • Provide advice to the LDMG and action reasonable requests during disaster operations, as required. |

Mareeba Local Disaster Management Plan 2020/21

| | |
|--|--|
| <p>Department of Energy and Water Access through DDMG</p> | <ul style="list-style-type: none"> • Regulate the operation of energy and water supply industries. • Maintain and develop a readiness for energy and water supply emergencies, regardless of the hazard type. • These energy emergency supply responsibilities cover the electricity, liquid fuels and natural gas sectors, and involve: <ul style="list-style-type: none"> ○ developing and implementing energy policies and plans to improve the protection and resilience of Queensland’s energy systems. ○ developing the capability to coordinate action to mitigate against energy supply deficiencies during any emergency event (including a terrorist incident). ○ facilitating actions within and across the energy sectors in response to an emergency event. • The water emergency responsibilities, include: <ul style="list-style-type: none"> ○ ensuring emergency action plans are in place for referable dams (those that could put people at risk if they were to fail) to ensure appropriate action is taken in the event of incidents or failures of the dams ○ exercising dam safety emergency powers if needed to minimise the risk of failure of a dam or to minimise the consequences of failure ○ overseeing drinking water and recycled water incident management. |
| <p>Department of Environment and Heritage Protection Access through DDMG</p> | <ul style="list-style-type: none"> • Carry out primary (hazard) and/or lead (functional) agency roles as nominated in this plan. • Regulate the operation of mining, petroleum and gas, and other industrial sites in terms of their environmental impacts – including water and waste treatment operations. • Provide situational monitoring of events and incidents across industrial sites, and authorise emergency waste water releases as necessary. • Monitor and advise on the management of affected native wildlife outside national park estates, and reduce conflict and risks to the community due to the displacement of this wildlife. • Establish mechanisms for industry, landowners and local governments to receive necessary environmental approvals for recovery (for example, temporary landfills, fill extraction for road repairs, dredge spoil disposal, retrieval of hazardous materials, repairs to heritage listed places and provision of dispensation to nature refuge holders). • Conduct investigations pursuant to the <i>Environmental Protection Act 1994</i> and other environmental and conservation legislation. |
| <p>Department of Education and Training</p> | <ul style="list-style-type: none"> • Maintain the safety and wellbeing of students, staff and volunteers who work or participate in Department of Education and Training schools, institutes and workplaces. |

Mareeba Local Disaster Management Plan 2020/21

| | |
|--|---|
| | <ul style="list-style-type: none"> • Ensure, as far as practicable, that all state instructional institutions and workplaces have a documented emergency management plan. • Minimise interruption to essential services to allow teaching and learning to be maintained or resumed as a priority. • Protect critical resources where possible. • Facilitate the return of state instructional institutions to normal operations as soon as possible. |
| <p>Department of Housing and Public Works <i>Access through DDMG</i></p> | <ul style="list-style-type: none"> • Carry out primary (hazard) and/or lead (functional) agency roles as nominated in this plan. • Maintain contact registers for: <ul style="list-style-type: none"> ○ professional service providers (for example, geotechnical, structural and civil engineers; heritage architects; and other professional officers and consultants) ○ specialist building contractors, service providers and suppliers ○ building services and trade personnel to support regional-based disaster response or recovery operations. • Coordinate structural assistance grant assessments (excluding caravans and vessels) on behalf of the Department of Communities, Child Safety and Disability Services. • Provide temporary accommodation solutions and services for affected members of a community (non-social housing clients and/or response/recovery teams). • Coordinate temporary office type accommodation for use by state government agencies and departments as forward command posts, recovery centres, local disease control centres, storage facilities and ablution facilities—including connection of building services. • Coordinate temporary leased accommodation for state government agencies and departments. • Coordinate technical advice on the structural suitability of buildings for use as community evacuation centres, places of refuge or cyclone shelters. • Carry out other building and engineering services tasks as requested by a District Disaster Coordinator or the State Disaster Coordination Centre within the scope of the building and engineering services function. • Coordinate emergency fleet vehicles. |
| <p>Department of Local Government, Racing and Multicultural Affairs <i>Access through DDMG</i></p> | <ul style="list-style-type: none"> • Provide advice to assist delivery agencies to plan, sequence and prioritise work. • Support the building of flood risk management and resilience in conjunction with the Queensland Reconstruction Authority. • Manage the development and implementation of disaster mitigation and resilience funding programs |

Mareeba Local Disaster Management Plan 2020/21

| | |
|--|---|
| <p>Department State Development, Manufacturing, Infrastructure and Planning <i>Access through DDMG</i></p> | <ul style="list-style-type: none"> • Support disaster mitigation considerations in development planning and in built environment and infrastructure design. • Through the State Planning Policy, ensure the state's interests in natural hazards, risk and resilience are properly considered in all levels of the planning system. |
| <p>Department of Environment and Science <i>Access through DDMG</i></p> | <ul style="list-style-type: none"> • Carry out primary (hazard) and/or lead (functional) agency roles as nominated in this plan. • Provide for the safety of national parks and agency-owned recreational centre users. This may include issuing warnings in extreme conditions, closing areas where necessary and • coordinating evacuations with the Queensland Police Service. • Provide advice on the management of national parks to responding agencies. • Lead fire-fighting on the protected areas and state forests where there is no threat to life or property. |
| <p>Department of Premier and Cabinet <i>Access through DDMG</i></p> | <ul style="list-style-type: none"> • Support and provide advice to the Premier as Chairperson of the Queensland Disaster Management Committee and as leader of the government. • Coordinate and liaise with the Australian Government's Crisis Coordination Centre in relation to Queensland Government policy positions (when required). • Represent Queensland at meetings of the National Crisis Committee when initiated by the Australian Government. • Coordinate and represent Queensland Government positions on national bodies such as the Australia-New Zealand National Emergency Management Committee, the Australia-New Zealand Counter-Terrorism Committee and the Council of Australian Governments. • Maintain and coordinate any actions relating to the Memorandum of Understanding between the Queensland Government and Non-Government Organisations—Disaster Relief Appeal Management. |
| <p>Department of Transport and Main Roads</p> | <ul style="list-style-type: none"> • Carry out primary (hazard) and/or lead (functional) agency roles as nominated in this plan. • Provide information and advice on the impact of disruptive events on road, rail, aviation and maritime infrastructure. • Enable an accessible transport system through reinstating road, rail and maritime infrastructure. • Assist with the safe movement of people due to mass evacuation of a disaster-affected community. • Ensure the capability of logistics-related industries is appropriately applied to disaster response and recovery activities. |

Mareeba Local Disaster Management Plan 2020/21

| | |
|--|---|
| Energy Queensland | <ul style="list-style-type: none"> • Maintain and/or restore electrical power supply. • Provide advice in relation to electrical power, including safety advice for consumers. • Provide advice to the LDMG and action reasonable requests during disaster operations, as required. |
| Inspector-General Emergency Management | <ul style="list-style-type: none"> • Regularly review and assess the effectiveness of disaster management by district and local groups, including district and local disaster management plans. • Regularly review and assess cooperation between entities responsible for disaster management in the state, including whether systems and procedures employed by those entities are compatible and consistent. • Set disaster management standards. • Regularly review and assess disaster management standards. • Review, assess and report on performance (against disaster management standards) by entities responsible for disaster management in the state. • Work with entities performing emergency services, with departments, and with the community to identify and improve disaster management capabilities, including volunteer capabilities. • Identify opportunities for cooperative partnerships to improve disaster management outcomes. |
| Queensland Ambulance Service | <ul style="list-style-type: none"> • Carry out primary (hazard) and/or lead (functional) agency roles as nominated in this plan. • Provide, operate and maintain ambulance services. • Access, assess, treat and transport sick and/or injured people. • Protect people from injury or death during rescue and other related activities. • Coordinate all volunteer first aid groups during major emergencies and disasters. • Provide and support temporary health infrastructure where required. • Collaborate with the Queensland Clinical Coordination Centre in the provision of paramedics for rotary wing (helicopter) operations. • Participate in search and rescue, evacuation and victim reception operations. • Participate in health facility evacuations. • Collaborate with Queensland Health in mass casualty management systems. • Provide disaster, urban search and rescue, chemical hazard (hazmat), biological and radiological operations support with specialist logistics and specialist paramedics. |

Mareeba Local Disaster Management Plan 2020/21

Queensland Fire and
Emergency Services**Queensland Fire and Emergency Services**

- Carry out primary (hazard) and/or lead (functional) agency roles as nominated in this plan.
- Contribute to prevention and preparedness activities—including community education.
- Provide impact assessment and intelligence-gathering capabilities at the request of Council.
- Provide advice to the LDMG and action reasonable requests during disaster operations, as required.
- Prepare guidelines on behalf of the QDMC as per section 63 of the Act.
- Establish and maintain arrangements between the state and federal governments about matters relating to effective disaster management.
- Ensure that disaster management and disaster operations in the state are consistent with
- the state group's strategic policy framework, the Queensland State Disaster Management
- Plan, the disaster management standards, and the disaster management guidelines.
- Ensure that people performing functions under the Act in relation to disaster operations are appropriately trained.
- Provide advice and support to the state group and local and district groups in relation to disaster management and disaster operations.
- Carry out planning and logistics functions of the SDCC.
- Provide situational monitoring.
- Coordinate, support and manage the deployment of SES resources as required. In consultation with local government, appoint a suitably experienced and/or qualified officer as SES Coordinator to support the coordination of SES operations.
- Coordinate and manage resupply (of food and other essentials) and emergency supply operations.
- Coordinate and manage the deployment of air assets including fixed wing and rotary aircraft.
- Coordinate disaster management training in accordance with the Queensland Disaster Management Training Framework.

Fire and Rescue Service and Rural Fire Service

- Provide control, management and pre-incident planning of fires (structural, landscape and transportation).
- Support the Queensland Police Service when requested in the coordination of search and/or rescue events as defined in the inter-governmental agreement.
- Provide rescue capability for people trapped in any vehicle, vessel, by height or in confined space.
- Carry out rescues of people isolated or trapped in swift-water/floodwater events.
- Provide advice, chemical analysis and atmospheric monitoring at chemical/hazmat incidents.

Mareeba Local Disaster Management Plan 2020/21

| | |
|-------------------|--|
| | <ul style="list-style-type: none"> • Provide mass and technical decontamination capabilities under the State Biological Disaster and State Radiological Disaster response. • Provide urban search and rescue capability for building collapse events. • Support the Queensland Hazardous Materials Incident Recovery Plan. • Provide impact assessment and intelligence-gathering capabilities. <p>State Emergency Service</p> <ul style="list-style-type: none"> • Search and/or rescue missing, trapped or other people under the direction of the Queensland Police Service, in line with the inter-governmental agreement. • Provide emergency repair and protection of damaged or vulnerable critical infrastructure. • Provide emergency repair and protection of damaged essential living areas (for example, a room for sleeping, meal preparation and personal hygiene). |
| Telstra | <ul style="list-style-type: none"> • Provide emergency communication facilities and specialist advice. • Provide advice to the LDMG and action reasonable requests during disaster operations, as required. |
| Queensland Health | <ul style="list-style-type: none"> • Carry out primary (hazard) and/or lead (functional) agency roles as nominated in this plan. • Provide appropriate information on public and community health risk and preventative measures. • Protect and promote health in accordance with the <i>Hospital and Health Boards Act 2011</i>, <i>Hospital and Health Boards Regulation 2012</i>, <i>Health and Public Health Act 2005</i>, and other relevant legislation and regulations. • Provide a whole-of-health emergency incident management and counter-disaster response capability to prevent, respond to, and recover from a state-declared emergency or disaster event. • Provide (through its hospital and health services) coordinated multidisciplinary support for disaster response and recovery, including specialist health services and specialist health <ul style="list-style-type: none"> • knowledge representation. • Provide state representation at the Australian Health Protection Principal Committee. • Provide state-wide clinical and forensic services support for disaster and response recovery. • Promote optimal patient outcomes. • Provide appropriate on-site medical and health support. • Clinically coordinate aeromedical transport throughout the state. In a disaster situation, provide staff to the Emergency Helicopter Tasking Cell. |

Mareeba Local Disaster Management Plan 2020/21

| | |
|--|---|
| | <ul style="list-style-type: none"> • Provide health emergency incident information for media communication. |
| <p>Queensland Police Service</p> | <ul style="list-style-type: none"> • Carry out primary (hazard) and/or lead (functional) agency roles as nominated in this plan. • Preserve peace and good order. • Prevent crime. • Manage crime scenes and potential crime scenes. • Conduct investigations pursuant to the <i>Coroners Act 2003</i>. • Provide a disaster victim identification capability. • Provide for the effective regulation of traffic. • Coordinate evacuation operations. • Control and coordinate search and rescue operations. • Activate and manage the registration of evacuees and associated inquiries in conjunction with the Australian Red Cross. • Provide security for damaged or evacuated premises. • Respond to and investigate traffic, rail and air incidents. • Coordinate the review and renewal of the Queensland State Disaster Management Plan. |
| <p>Queensland Reconstruction Authority Access through DDMG</p> | <ul style="list-style-type: none"> • Carry out primary (hazard) and/or lead (functional) agency roles as nominated in this plan. • Develop and implement disaster recovery, resilience and mitigation policy. • Develop and implement flood risk management and resilience, including the Brisbane River Catchment Flood Study and the Flood Warning Gauge Network Review. • Coordinate and monitor recovery, including developing event-specific recovery plans and reporting to government and the community on recovery progress. • Administer Natural Disaster Relief and Recovery Arrangements (NDRRA) and state disaster relief arrangements (SDRA) measures. Conduct negotiations with the federal government • for natural disaster funding arrangements in consultation with the Department of Premier and Cabinet and Queensland Treasury. • When requested, support Queensland Fire and Emergency Services (QFES) with rapid damage assessments of housing in disaster-impacted areas. • Provide input as required by QFES to state-wide risk-based planning. • Support QFES in coordinating whole-of-government disaster management data and data management policy. • Undertake damage assessments of public infrastructure in collaboration with local governments. • Liaise with local governments and state agencies to gather information to ensure NDRRA disaster activations meet Australian Government criteria. |

Mareeba Local Disaster Management Plan 2020/21

| | |
|----------|---|
| | <ul style="list-style-type: none"> • Prepare briefs to request activation of the NDRRA and the SDRA. • Share knowledge and innovative solutions to build resilience, sustainability and self-reliance across governments, industry and communities. • Drive the enhancement of disaster resilience throughout Queensland, ensuring that the state’s resilience goals and objectives are achieved, including implementation of the Queensland Strategy for Disaster Resilience. • Facilitate activities that assist in the coordination of offers of goods and services through partnership with the not for profit organisation, GIVIT. |
| Sunwater | <ul style="list-style-type: none"> • Provide advice and information regarding Tinaroo Falls Dam • Prepare and maintain the Sunwater Dam Safety Emergency Action Plan. • Coordinate Bulk Water Supply to Mareeba Shire. • Disseminate notifications and warnings to downstream stakeholders. |

DRAFT

Mareeba Local Disaster Management Plan 2020/21

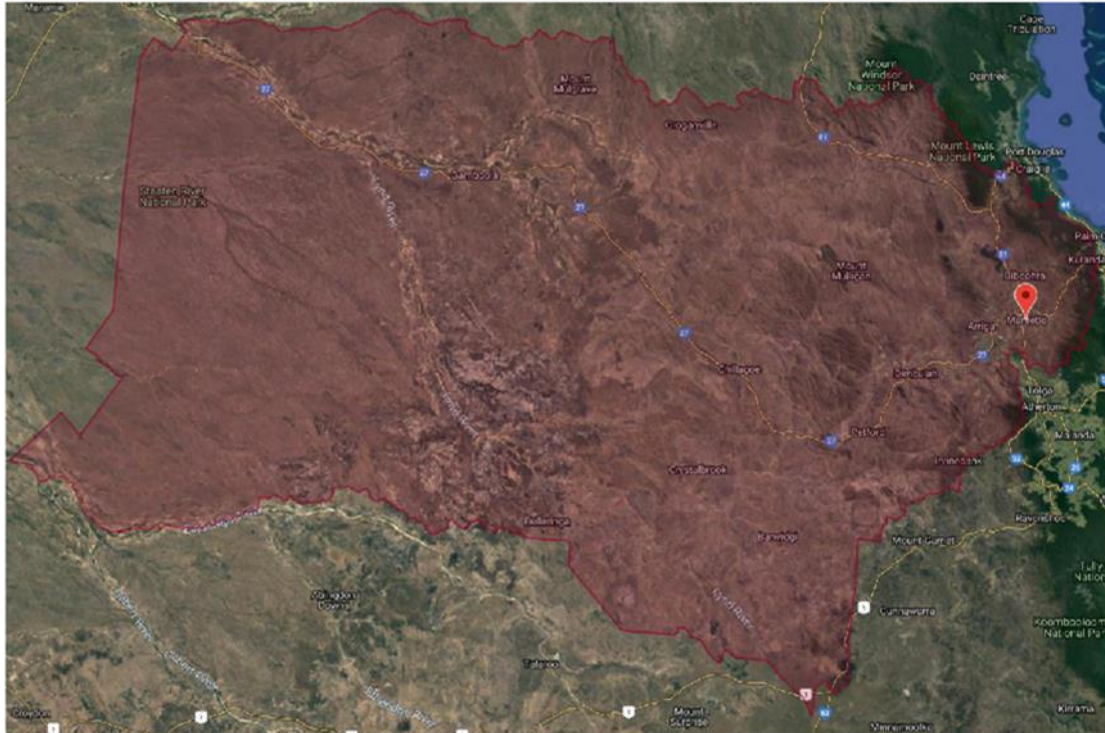
PART 3: DISASTER RISK ASSESSMENT

Community Context

The preparation of this LDMP has included consideration of the population, infrastructure, industry, climate, geography, assets, challenges and hazards of the Mareeba Shire.

Geography

The Mareeba Shire area 53,472km² in size and is located at the base of Cape York Peninsular in Far North Queensland, approximately 1800km north of Brisbane and 100km west of Cairns.



The topography of the region varies considerably. The eastern border of the region is predominantly tropical in nature with fertile soils, lush growth and relatively high rainfall. This part of the region is the most densely populated and heavily farmed.

The western part of the region is characterised by open bush plains interspersed with relatively low ridge systems. Soils are poor and rainfall is considerably lower than the eastern part of the region.

Climate and Weather

Mareeba is considered to be tropical climate with an average temperature of 22.8 degrees Celsius and 1909 mm of rain annually, although the amount of rainfall is considerably higher in the eastern part of the region and lesser in the western region.

Storm season and bushfire threats occur during the spring and summer months of September to April. The heaviest rainfall occurs during the summer months and is usually associated with cyclones or summer storms.

Mareeba Local Disaster Management Plan 2020/21

Population

As at 9 August 2016 the population of the region was 21,557 with 62.9 % of residents in the working age group (15-64).

Mareeba is the major service centre for residents in outlying towns and farming districts and contains a range of shops and essential service providers. Smaller towns and rural residential localities are dispersed across the eastern region, whilst the western region is sparsely populated with most residents living in Dimbulah and Chillagoe.

There is significant fluctuations in population numbers throughout the year due to high visitor numbers and itinerant workers working in the agricultural industry.

Our Age

| Age Group | |
|-----------|-------|
| 0-14 | 18.1% |
| 15-24 | 11.4% |
| 25-34 | 11.4% |
| 35-44 | 12.1% |
| 45-54 | 14.0% |
| 55-64 | 14.1% |
| 65-74 | 11.3% |
| 75-84 | 6.0% |
| 85 + | 1.8% |

Where We Come From

| Our Ancestry | |
|--------------|-------|
| Australian | 27.0% |
| English | 22.1% |
| Italian | 8.0% |
| Irish | 7.4% |
| Scottish | 6.0% |

| Our Birthplace (Other than Australia) | |
|---------------------------------------|------|
| England | 2.9% |
| Italy | 2.6% |
| New Zealand | 2.0% |
| Germany | 0.9% |
| Papua New Guinea | 0.7% |

Our Education

| Highest Level of Education | |
|----------------------------|-------|
| Bachelor Degree or above | 10.3% |
| Advanced Diploma & Diploma | 6.7% |
| Certificate level IV | 2.3% |
| Certificate III | 15.0% |
| Year 12 | 12.9% |
| Year 11 | 4.2% |
| Year 10 | 14.2% |
| Certificate level II | 0.1% |
| Year 9 or below | 10.7% |
| No education attainment | 0.6% |

Disability

1,072 people or 4.9% of the Mareeba Shire population have reported needing help in their day-to-day lives due to disability.

Mareeba Local Disaster Management Plan 2020/21

Linguistic diversity

| Top 5 Languages other than English | |
|---|-------|
| Italian | 4.0% |
| German | 0.9% |
| Mandarin | 0.5% |
| French | 0.4% |
| Croatian | 0.3% |
| English only spoken at home | 75.8% |
| Households where a non-English language is spoken | 13.9% |

What we do

| Industry of Employment | |
|--|------|
| Other Fruit and Tree Nut Growing | 4.9% |
| Hospitals (except Psychiatric Hospitals) | 4.0% |
| Primary Education | 2.8% |
| Supermarket and Grocery Stores | 2.6% |
| Local Government Administration | 2.6% |

Cultural Diversity

Aboriginal and Torres Strait Islander people comprise 12.9% of the Mareeba Shire population.

Vulnerable populations

The region has a number of vulnerable populations. These include, but are not limited to, those in aged care facilities, seniors residing in their homes, people with a disability, people with chronic medical conditions, and those who have difficulty with communicating in the English language.

Social Support Infrastructure

Social support infrastructure in the area is extremely limited with essential government and non-government services usually provided in Mareeba or Kuranda. Some provide outreach services to smaller rural towns and districts. However, most people still have to travel to these services and the budgets of most of the human service agencies preclude them expanding their outreach services.

The geographically dispersed population and the fact that many residents are socially isolated, means that many in the population have a relatively low socio-economic position compared to the rest of the Queensland population.

Community Preparedness & Capacity

Notwithstanding a small percentage of the populace, the community is essentially regarded as having the capacity to respond to and recover from most situations. The pragmatic rural values in the community engender a significant degree of self-reliance, which brings stability, foundation and sustainability.

There is a solid base of emergency service response capacity spread across the region, with Queensland Police Service, Queensland Fire & Emergency Service, both urban and rural volunteer, Queensland Ambulance Service, and State Emergency Service volunteers are represented in most communities.

Mareeba Local Disaster Management Plan 2020/21

Critical Infrastructure

Transportation - Road System

Public transport infrastructure is extremely limited in the region which means that most people have to rely on private transport to travel to work and to access essential and specialist services, including medical services. Most communities are connected by a network of sealed roads, however there is no train network and only a very limited public bus network. Lack of adequate transport infrastructure may prove to be a problem in the response to a major event.

The major road transport routes are:

North: The Mulligan Highway from Mareeba to Mount Molloy and further north to the Cook Shire. This road is subject to regular flooding problems at Lake Mitchell, Mt Molloy and the McLeod River. The road is also regularly flooded in Mareeba, at the Granite Creek Bridge, which effectively bisects the town, as well as closing access to the north and west.

The Rex Highway traverses between Mount Molloy and the coastal strip, via Julatten. This road is subject to regular flooding problems on the western side of Julatten, and has experienced major landslide problems on the Rex Range, at the coastal end of the road.

South: The Kennedy Highway from Mareeba to Atherton and beyond into the Tablelands Regional Council area.

East: The Kennedy Highway from Mareeba to Cairns via the Kuranda Range. This road is subject to blockages caused by wet season landslides.

The Gillies Highway traverses from Atherton to Gordonvale via the Gillies Range. This road is subject to regular landslides and flooding problems at the bottom of the range, within the Cairns Regional Council area.

West: The Burke Developmental Road from Mareeba to the Gulf of Carpentaria via Dimbulah and Chillagoe. The road is bitumen to Almaden and predominantly graded gravel to Chillagoe, with formed up gravel to Kowanyama. This road is subject to regular flooding problems at Dimbulah, Chillagoe and a number of small creek crossings.

Transportation - Railway

Queensland Rail operates passenger services from Cairns to Forsyth, travelling through Mareeba, Mutchilba, Dimbulah, Almaden, Mt Surprise and Einasleigh. Past weather events have seen the line closed for a number of days, the most serious event being in February 2000, when the Granite Creek Bridge in Mareeba was washed away.

A tourist passenger service operates between Cairns and Kuranda. The rail line traverses the Kuranda range and much of the line is not accessible by road transport.

Transportation - Airfields

Mareeba Aerodrome, the only Civil Aviation Safety Authority certified aerodrome in the region, is owned and managed by Mareeba Shire Council. It is located approximately 7.5km south of Mareeba, off the Kennedy Highway. The aerodrome has a single sealed runway system, 1505m long and 30m wide.

The traffic operating into Mareeba is a mixture of light commuter style single and twin engine charter aircraft and helicopter service operators. A weight limit of 5,700kg currently applies, severely restricting the potential use of the facility for disaster relief purposes.

Mareeba Local Disaster Management Plan 2020/21

Local airfields in the more rural areas of the shire council area are plentiful, and potentially provide the principal means of resupply during prolonged periods of isolation caused by severe weather events.

Wastewater network

Reticulated wastewater treatment systems are in place in the more populated areas of the Mareeba Shire, while septic treatment arrangements are more common in the rural areas. Most systems have the potential to cause health and/or environmental problems within 24 hours of the lack of electrical power.

Reticulated stormwater systems are in place in the more populated areas of the Mareeba Shire. Stormwater infrastructure in rural areas is limited to bridges, culverts, open channels and floodway's.

Electrical network

Power supply is managed by Ergon Energy and is sourced through the Powerlink transmission network connecting to power stations across Queensland, including stations near Rockhampton and Gladstone. The electrical supply is vulnerable to the external influences such as weather conditions or third party events causing supply interruptions.

Transmission: The electricity is transported through the Power link high-voltage transmission network. Electricity is transmitted from the power stations at high voltage (up to 330,000 volts) to Powerlink bulk supply substations so it can travel long distances efficiently. At Powerlink's high-voltage bulk supply substations voltage is reduced to a lower voltage (66000 to 132,000 volts) to allow distribution.

Distribution: The area is served from the one 132/66kV Bulk Supply Connection Point, T55 Turkinje substation located near Mareeba. The Tableland system consists of a 66kV sub transmission network, a dual circuit 132kV transmission line from Turkinje to the Craiglie 132/22kV zone substation near Port Douglas, and a single circuit 132kV line to the Lakeland 132/66/22kV substation which supplies the Cooktown area. Power is distributed via a number of substations across the Tablelands.

Water Supply

Water supplies to communities across the Council include major dams, creeks, bores and irrigation channels. Most, but not all, of the water supplies are treated.

Water supplies for Chillagoe, Dimbulah, Mareeba, Mount Molloy and Kuranda come from:

- Barron River
- Sunwater Irrigation Network & Bores
- Hunter Creek

There are a number of irrigation channels that traverse the eastern part of the Tablelands, emanating from Tinaroo Falls Dam. These channels are part of the Mareeba-Dimbulah Water Supply Scheme and are critical to the farmlands to the west of Mareeba and to the economy of the area generally.

From a vulnerability perspective, the tropical location of the area will normally ensure that ample water supplies exist, and extreme conditions for a protracted period would be required to imperil those supplies. In some areas, however, reservoirs are relatively small for the population served.

Mareeba Local Disaster Management Plan 2020/21

Power is required to support water distribution and treatment. Extended power failures will lead to a loss of reticulated water supply.

Buildings

The majority of buildings in the Mareeba Shire are low-set, timber or masonry / concrete construction with iron roofing. Some double storey buildings exist in the business centres – most of these are used for retail activities e.g. hotels or offices above retail outlets.

Building stock is mostly over 30 years old and was constructed prior to the introduction of improved cyclone-rated building codes. Light industry facilities where they exist usually have steel frames and iron roofing and cladding.

Medical Facilities

Public Hospitals & Primary Health Centres: Queensland Health provides public hospitals and primary health centres in Mareeba, Chillagoe and Dimbulah.

An overview of facilities available at each Hospital and Primary Health Centre can be found at:

<http://www.health.qld.gov.au/wwwprofiles/cairns.asp>

Private Medical Practitioners: Situated in Mareeba, Kuranda, and some smaller communities across the region.

Hazards

The QFES Risk Assessment team has conducted a risk assessment for Mareeba LDMG based on the Queensland Emergency Risk Management Framework (QERMF). Whilst the final assessment is yet to be completed, the following natural and non-natural risks have the potential to affect the Mareeba Shire community. These are addressed on the following pages.

Bushfire

'Bushfires and grassfires are common throughout Australia. Grassfires are fast moving ... They have a low to medium intensity and primarily damage crops, livestock and farming infrastructure, such as fences. Bushfires are generally slower moving, but have a higher heat output ... Fire in the top of the tree canopy can move rapidly.

The bushfire season extends from mid-late winter through to early summer. Seasonal conditions can exacerbate potential bushfire situation. This is especially the case if a relatively wet summer/autumn period (which produces good vegetation growth) is followed by a cold, dry winter and warm spring. This can result in abundant quantities of dried vegetation especially if the cycle occurs over several years.

The communities of Mareeba – Dimbulah – Mutchilba - Chillagoe - Mount Molloy - Mary Farms - Koah and Speewah are quite vulnerable to bushfires as the vegetation is largely savannah and eucalypt natural vegetation. Fallow agriculture lands around Mareeba create bushfire risks and mitigation strategies by each individual landowner to reduce the risk of bush fires is to be encouraged.

The eastern communities of Julatten and Kuranda - in the wetter rainforest/higher altitude belt, are quite different in vegetation type and do not pose a bushfire threat under existing weather patterns.

Due to the high likelihood of bushfires in the region, a Bushfire Mitigation Plan (BRMP) exists for the area. The BRMP documents and encourages proactive actions to mitigate bushfire hazard and risk

Mareeba Local Disaster Management Plan 2020/21

through planning and actions by land managers, owners or occupiers, as per section 67 of the Fire and Emergency Services Act 1990.

The Disaster Management Act 2003 and the Queensland State Disaster Management Plan provides the authority to promote bushfire mitigation planning as an important component of Local Disaster Management Plans

The Queensland State Disaster Management Plan stipulates that Queensland Fire and Emergency Services (QFES) has primary management responsibility for ensuring the preparation of Bushfire Mitigation and Readiness Plans.

The BRMP process is consistent with the hazard specific planning envisaged under the Queensland Disaster Management Arrangements (QDMA).

Cyclones

A tropical cyclone is defined as a non-frontal low pressure system of synoptic scale developing over warm waters having organised convection and a maximum mean wind speed of 34 knots or greater extending more than half-way around near the centre and persisting for at least six hours.

Due to its latitude the Mareeba Shire is vulnerable to tropical cyclones, mainly in the period from November to April annually. The Mareeba Shire Council Area is vulnerable to cyclones from two directions, either from the Pacific Ocean to the east or from the Gulf of Carpentaria from the north-west.

Modelling completed by the QFES Hazard and Risk Unit show a high risk of heavy wind and rain for the region should a high category cyclone cross through Cairns. This would potentially result in destructive winds, flash flooding and moderate to major flooding and significantly impacted on critical infrastructure including the road network, power transmission lines and telecommunication assets.

Crop damage from winds and flooding associated with tropical cyclones in particular has caused significant economic losses in the past. Climate change predictions suggest that future cyclones may be more intense.

Severe Storms

Severe thunderstorms are localised events because they do not, usually not affect areas as widely as tropical cyclones and floods do. Their devastating impact is often underestimated.

Thunderstorms that produce any of the following events are classified as severe if one or more of the following conditions are met in Australia:

- large hail (2 cm or greater in diameter)
- wind gusts (90 km/hr or greater)
- tornadoes
- heavy rainfall conducive to flash flooding.

Severe thunderstorms are likely to cause damage to property, crops and natural vegetation', and have been known to result in death or injury

Flooding

Flooding is defined as:

Mareeba Local Disaster Management Plan 2020/21

... a general and temporary condition of inundation of normally dry land areas from overflow of inland or tidal waters from the unusual and rapid accumulation or runoff of surface waters from any source.

The following flooding is of significant concern in specific areas of the Mareeba Shire, with a number of areas subject to water incursion into residences during severe events:

- Mareeba (in the north-eastern areas of the town close to the Barron River)
- Bibohra
- Bilwon
- Oak Forest

During the 2018 "North Queensland Flooding" there were a number of flash flooding events that impacted areas around Speewah and Koah and cut the Kennedy Highway between Mareeba and Kuranda in a number of places. A significant number of residences were inundated with water and suffered extensive damage.

This same event caused flash flooding in the western areas of the region with damage sustained to key road infrastructure.

Dams

A dam is considered to have failed when part or all of it physically collapses, or where there is an uncontrolled release of any of the contents from the dam.

There are several dams in the Mareeba Shire area which, if they were subject to a catastrophic failure, would result in major flooding, which would potentially cause significant loss of life; damage to property and the environment; and economic privation. Those dams are:

- Tinaroo Falls Dam – north-east of Atherton
- Lake Mitchell (Quaid's) Southedge Dam - north of Mareeba
- Ibis Dam – Irvinebank – south east of Irvinebank

Emergency Action Plans for each referable dam are available from the Local Disaster Coordinator and are available in the Mareeba Local Disaster Coordination Centre.

Epidemics/pandemics (human-related)

A pandemic is a widespread infectious disease that spreads quickly and widely among human or animal populations.

The outbreak of an infectious disease within the human population could cause the normal response systems within the community to be overwhelmed. It could involve isolation and the quarantine of large numbers of people for a protracted period.

Exotic animal and plant diseases

In Queensland, an exotic animal and plant disease is considered to be a biosecurity event.

A biosecurity event is one:

... that is, was or may become a significant problem for human health, social amenity, the economy or the environment,

Mareeba Local Disaster Management Plan 2020/21

*and is, was or may be caused by a pest, disease or contaminant.*⁵⁵

Animal and plant diseases could be introduced or spread through movement of livestock and crops through the LGA. These diseases could include Foot and Mouth, Anthrax, Brucellosis, Rabies, Newcastle disease, Screw-worm fly, African swine fever, or Avian influenza (strain H5N1). An outbreak of any of these could cause a major health risk in the area.

Of primary concern are diseases that are transmissible from animals to people (known as zoonotic).

Heatwaves

*A heatwave is any long period of very hot weather. In Australia, heatwaves are usually in the range of 37°C to 42°C.*⁴⁹

The Bureau of Meteorology operates a Heatwave Service between the start of November and the end of March. This covers the entire summer season.

Heatwaves are sometimes described as a silent killer. Weather events such as tornadoes, floods, cyclones or severe thunderstorms tend to receive a lot of media attention, focusing on how many people have lost their lives or been injured. Heatwaves are not associated with these violent events, and therefore are generally not reported in the media to the same extent.

However, heatwaves can result in significant health stress on vulnerable people. This stress may result in death during the heat event, but in many cases, death can occur well after the heatwave has passed. Often it can be difficult to determine whether the heatwave caused death, as many of those who die have a pre-existing or contributing health condition.

Intense heatwaves may affect normally reliable infrastructure, such as power, water and transport services.

Earthquakes

Earthquakes have not in the immediate past been a major threat in the Mareeba Shire Council area. Recent historical data exists in relation to tremors which have caused minor damage, but none has caused any great concern. Notwithstanding, the existence of even a slightly volatile seismic environment acts as a prompt for maintaining situational awareness of the threat, and its possible consequences.

Terrorism

A 'terrorist act' is an act, or a threat to commit an act, that is done with the intention to coerce or influence the public or any government by intimidation to advance a political, religious or ideological cause, and the act causes:

- *death, serious harm or endangers a person*
- *serious damage to property*
- *a serious risk to the health or safety of the public, or*
- *seriously interferes with, disrupts or destroys critical infrastructure such as a telecommunications or*
- *electricity network.*

The National Terrorism Threat Advisory System has a five-level scale that is intended to provide advice about the likelihood of an act of terrorism occurring in Australia. When the threat level

Mareeba Local Disaster Management Plan 2020/21

changes, the Australian Government provides advice on what the threat level means, where the threat is coming from, potential targets and how a terrorist act may be carried out.

The National Terrorism Threat Level is regularly reviewed in line with the security environment and intelligence.

Major Infrastructure Failure

One of the most serious issues facing disaster managers in the 21st century is society's dependence upon technology. The same technology which makes life easier for all, and which everyone takes for granted when it is functioning as planned, has the potential to fail, for a variety of reasons, with potentially devastating consequences.

There is the potential for a "ripple effect", where the failure of one essential service may lead to progressive failures of other essential services – e.g. loss of power would lead to loss of communications, loss of reticulated water supply, loss of sewage treatment capability, etc.

All forms of electronic communication would be affected, affecting such diverse areas as banking and commerce (no automatic teller machines or EFTPOS availability) the transport sector (airline bookings, radar, air traffic control), television, the internet and telephone systems in all government offices (all spheres of government).

It is important to note that it is probable that the problem will not only affect this area, but would probably have state-wide and possibly national consequences, resulting in a lack of external support capacity.

Risk analysis

Risk analysis is the process used to understand the nature of risk and to determine the level of risk. The level (or rating) of risk is expressed as a combination of consequence and likelihood (or probability) and can be represented by the following formula:

consequence x likelihood = risk level

Consequence refers to the outcome of an event, whereas likelihood is the chance of the event occurring in the first place.

The risk level is the combination of consequence and likelihood expressed as being very low, low, medium, high or extreme.

As discussed previously, the Hazard and Risk unit is finalising the risk assessment for Mareeba Shire based on the Queensland Emergency Risk Management Framework. Once completed, the LDMP will be updated to include detailed information.

Mareeba Local Disaster Management Plan 2020/21

PART 4: PREVENTION

Prevention (disaster mitigation) is a risk treatment that outlines the steps taken before or after a disaster to decrease future impact on communities, the economy, infrastructure and environment.

Traditionally, implementation of appropriate and targeted mitigation initiatives can offer sustainable cost savings to communities and government in the event of a disaster. Mitigation efforts can reduce the consequences of events, even if they fall short of preventing an event from happening.

Depending on the chosen strategies, mitigation initiatives should work towards reducing the financial and social costs to communities over time, improving the built environment, and reducing impact on the natural environment.

Examples of mitigation strategies include:

- undertaking design improvements to reduce the risk of disaster and to provide more resilient future infrastructure, or updating or hardening existing infrastructure or services
- encouraging land-use planning that recognises the sources of risk
- preparing communities and response agencies
- undertaking resilience activities, including establishing partnerships between sectors and the community
- having a clear understanding of hazards, their behaviour, associated risks and interaction with vulnerable elements, and communicating these.

The development of mitigation strategies should flow from analysis of the risk register. There should also be a clear link to the member organisations of the Local Disaster Management Group. This is to ensure that each risk and strategy is coordinated and managed by the most appropriate entity.

Queensland Government prevention roles and responsibilities

| Lead Agency | Prevention Functions |
|---|--|
| Queensland Fire and Emergency Services | <ul style="list-style-type: none"> • Hazard mapping • Bushfire mitigation programs |
| Queensland Reconstruction Authority | <ul style="list-style-type: none"> • Disaster resilience and mitigation policy and planning • Disaster mitigation and resilience funding |
| Department of Local Government, Racing and Multicultural Affairs | <ul style="list-style-type: none"> • Disaster mitigation and resilience funding |
| Department of State Development, Manufacturing, Infrastructure and Planning | <ul style="list-style-type: none"> • Building our Regions program • Land use planning |
| Department of Housing and Works | <ul style="list-style-type: none"> • Building Code |

Land Use Planning

Managing land use is a key strategy in reducing disaster risks to minimise the potential for displacement, damage and disruption to communities.

Mareeba Local Disaster Management Plan 2020/21

Council prepares and maintains the Mareeba Shire Planning Scheme. This scheme includes plans, references for land-use management, codes for development, and requirements relating to the assessment of proposed developments.

As such, the scheme contributes to disaster risk reduction within identified hazard-prone/constraint areas, in particular:

- potential bushfire hazard areas (this allows for the identification of an appropriate class of building construction)
- waterways (allowing for minimum building setbacks)
- areas of unstable soils and areas of potential landslip hazard
- natural hazard (flood) management areas (this allows for the identification of appropriate development standards so that private and community infrastructure can be sited above recommended flood levels).

Community education

The organisations that make up the LDMG are responsible for ensuring the community is aware of the relevant hazards and risks, and of how to prepare for, respond to and recover from them

The LDMG agree to utilise the state-wide Get Ready Queensland campaign as the overriding messaging for disaster awareness within Mareeba Shire.

Each member organisation is responsible for implementing targeted community campaigns, relative to its expertise and primary (hazard) and functional (function) lead agency status.

Hazard reduction programs

The agencies that make up the LDMG are responsible for ensuring risk sources are kept to a minimum and/or reduced wherever possible. Such actions include:

- bushfire fuel load reduction through contemporary land management practices – including prescribed burning, maintenance of existing fire breaks and identification of additional fire breaks
- inspection and maintenance of high risk hazards and structures
- public education to reduce disaster risks around the home
- catchment management programs (for example, waterway/natural drainage maintenance).

Each organisation undertaking these measures is responsible for implementing and maintaining an appropriate hazard

reduction program and reporting on progress and outcomes to the LDMG.

Building codes, regulations and standards

Building codes, regulations and standards are designed to ensure consistent, safe and sustainable development of buildings and infrastructure. Building is regulated by Council under the *Building Act 1974* and the *Building Regulation 2006*. The codes, regulations and standards cover areas including drainage, fire separation, and construction in flood hazard areas.

Mareeba Local Disaster Management Plan 2020/21

Insurance

Residents, businesses and other organisations are encouraged to evaluate their risks and consider appropriate levels of insurance.

The 'Understand Insurance' website (developed by the Insurance Council of Australia) provides practical information to help residents, businesses and other organisations find out more about insurance and make decisions to meet their needs. It looks at what insurers do, how insurance products work and why they might be necessary.

It also covers how to understand risks, what to consider when choosing a product and an insurer, how to manage the cost of a premium, and how to lodge a claim.

More information is available at Understandinsurance.com.au.

The Insurance Council of Australia coordinates liaison between government and the insurance industry during the recovery phase of a disaster event. This focuses on:

- providing senior industry representation to each state and federal recovery group
- providing a 24-hour escalation path for insurance queries from the impacted community
- providing key insurance data and decision support to the community and government
- providing clear public communication about the insurance response to the event
- providing liaison between insurers, assessors, brokers, trades and suppliers at an industry level on issues of collective importance in delivering services to the impacted community.

PART 5: PREPAREDNESS

Preparedness activities are designed to increase the capability of communities in order to reduce the impact of disasters.

Examples of preparedness activities include:

- Developing and implementing community awareness programs
- Developing effective information management and collection of historical data events
- Developing concise and effective community communications methods
- Ensuring that accurate and current plans are in place.

The LDMG establishes and maintains relationships with lead and support agencies, local community groups and local volunteer service groups. This is to build a culture of ownership and partnership with the group members to increase the LDMG's overall disaster management capability.

Response capability

Council maintains a response capability through its funding and extensive support of the State Emergency Service (SES) Units within Mareeba Shire. Council also collects and distributes the Rural Fire Levy and an Emergency Management Levy on behalf of the Queensland Government.

Internally, Council has identified teams with relevant capabilities and expertise to assist in providing a disaster response capability.

Training

Training is important in ensuring that all agencies can seamlessly integrate within the disaster planning arrangements and contribute to an effective and coordinated response.

The LDMG has adopted the Queensland Disaster Management Training Framework (QDMTF), developed by Queensland Fire and Emergency Services (QFES). QFES delivers the training and maintains records of it using a learning management system.

Exercises

An exercise is a controlled activity used to train or assess personnel, evaluate procedures and test the availability and suitability of resources. It usually uses scenarios and focuses on specific objectives.

Exercises are an essential component of disaster preparedness and can be used by the LDMG and member organisations to enhance capacity and contribute to continuous improvement.

Additionally, the Act requires the effectiveness of the LDMP to be reviewed at least once a year. Conducting an exercise is one way in which the LDMG can meet this requirement. Should the LDMG have been active during the period (for example dealing with a disaster), this would also satisfy this requirement.

Exercises reinforce training and maintain the disaster management capability of the group. This could include exercising:

- processes within the LDMG (for example, activation, communications and decision-making)
- disaster management activities (for example, coordination centre management, evacuation, and resupply of food and other essentials)

Mareeba Local Disaster Management Plan 2020/21

- interactions between the LDMG and the District Disaster Management Group (DDMG)
- response arrangements for specific hazards (for example, pandemics, floods and cyclones).

Exercises can be conducted in a number of ways, including the following:

- Discussion exercises (desktop exercises) can be used by participants to think through scenarios or plans, talk through issues and identify possible solutions.
- Functional exercises can be conducted in an operational environment with participants performing their individual roles and functions. These exercises can be used to practise or evaluate procedures or decision-making, or to assess the interaction of groups (for example, the interactions between coordination centres and field units).
- Field exercises involve the mobilisation of personnel and/or resources to simulated events or incidents. They are the most labour and planning intensive type of exercise; however, they allow participants to be tested under a degree of realistic operational stress in a controlled environment.

Evaluating the exercise

In all cases, those conducting the exercises must define the objectives before they start. Each exercise should be evaluated in terms of:

- its success in meeting its original aim
- the extent to which it met each of its objectives
- how it was conducted.

'Hot debriefs', (conducted immediately following an exercise), allow participants to raise issues while they're still fresh in their minds. A more detailed review, conducted within a few days of the exercise, allows participants time to provide a more considered view of the exercise. All exercises should incorporate both types of debriefs.

Post-event review

After disaster events occur, the LDMG should review the operational activities undertaken. This is a key component in ensuring capability development and the continuous improvement of disaster management arrangements.

Post-event reviews are conducted to:

- assess disaster operations undertaken, including actions, decisions or processes
- document those processes that worked well and identify a course of action to ensure they are recorded and updated for use in the next operation/event
- assess capability and consider where additional training, community education and/or exercises may be needed.

The LDMG may choose to review its operations following an event through a hot debrief or a post-event debrief (similar to those used to evaluate exercises). During protracted operations the LDMG may choose to conduct multiple hot debriefs to identify significant issues and provide prompt solutions for immediate implementation.

Mareeba Local Disaster Management Plan 2020/21

The post-event debrief might be held days or weeks after an operation, when participants have had an opportunity to form a considered view of the effectiveness of the operation. It may also be conducted using a cooperative panel approach, with panel members drawn from various agencies. This process is designed to look for improvements to Queensland Disaster Management Arrangements. It is also designed to identify improvements in relation to the conduct of business between the Queensland Disaster Management Committee, the DDMG and the LDMG.

The report from the post-event analysis may make recommendations regarding how disaster management is delivered within the QDMA. These recommendations can be made to/about any of the three disaster management levels (local, district and state) and/or organisations involved.

Preparedness notification and dissemination

Bureau of Meteorology

Warning products issued by the Bureau of Meteorology (BoM) include severe weather warning, tropical cyclone advice and tsunami warnings. The community is encouraged to subscribe to these. Monitoring may also occur through Bom.gov.au/ or through the BoM App from Google Play Store or Apple Store.

Emergency Management Dashboard

Mareeba Shire Council's Emergency Management Dashboard provides the community with a comprehensive and user-friendly platform for accessing information on the current status of events. It includes emergency news, road conditions, weather warnings, power outages and other information.

To view the dashboard visit <http://emergency.msc.qld.gov.au/>

Early Warning Network

Mareeba Shire Council has teamed up with the Early Warning Network (EWN) to provide residents of the Mareeba Shire access to an alerting system for severe weather and other emergency events. It uses publicly available information to provide subscribers with alerts relevant to their chosen location.

Alerts will come predominately by email and SMS, although there is the ability to send voice alerts as required. Residents are encouraged to join and in doing so become better prepared for emergency events. Please note the following:

The Mareeba Shire Council Early Warning Service is a service intended to provide to subscribers, via alert messages sent through the Early Warning Network (EWN) system, early warning of potential emergency and/or severe natural disaster and weather events relevant to a chosen location based on information from publicly available sources.

LDMG and member organisation responsibilities

The LDMG has established notification and dissemination processes to allow communication between member organisations. This process considers the time restrictions of rapid onset events such as dam failures.

LDMG secretariat does not use the LDMG notification system to send out any publicly available warnings or notifications to member organisations. Member organisations are required to subscribe and manage their subscription to these services themselves.

Mareeba Local Disaster Management Plan 2020/21

Emergency planning

Local Disaster Management Plan principles

The LDMG recognises the importance of planning for disaster events and actively promotes this to all disaster management agencies.

When preparing the Local Disaster Management Plan and sub plans, the LDMG:

- Uses risk management principles specified under AS/NZ ISO 31000:2009 and the National Emergency Risk Assessment Guidelines (NERAG)
- Adopts a comprehensive, all-agencies approach to disaster management
- Considers community preparedness
- Consults with agencies and community stakeholders as appropriate.

Council is responsible for maintaining the LDMP, in consultation with member agencies. In addition, Council maintains a number of sub plans detailing coordination and support arrangements for the LDMG.

Primary and lead agency plans

The LDMG expects that primary (hazard/threat-specific) and lead (functional) agencies will prepare and maintain written emergency plans, to support the LDMP and associated sub plans to control hazards and to manage the delivery of the disaster management functions for which they are responsible.

Community emergency plans

The LDMG encourages community groups, businesses, developers and others to prepare emergency and business continuity plans. The group especially encourages organisations that care for vulnerable sectors of the community (for example, aged care facilities) to prepare emergency plans in consultation with the appropriate organisations.

Any organisations that wish to provide Council with copies of their plans may do so by emailing

info@msc.qld.gov.au

Community awareness and education

There is an onus on the member agencies that make up the LDMG to ensure the community is aware of the relevant hazards and risks and knows how to prepare for, respond to and recover from them.⁶⁴ The lead agencies are responsible for community education related to their specific hazards.

Examples of this operating locally within Mareeba Shire are:

- Council's website and social media sites
- Emergency management brochures and materials
- QFES's Prepare, Act, Survive campaign
- The Bureau of Meteorology's warnings and website.

Hazards and community characteristics may be similar across local governments, and media broadcast areas will often overlap local government boundaries. In recognition of this, the LDMG will

Mareeba Local Disaster Management Plan 2020/21

continuously look for opportunities to promote and undertake shared messaging and joint programs with the relevant organisation, including neighbouring LDMGs.

The LDMG coordinates community education activities conducted by the appropriate organisations to inform the community about some of the following matters:

- local disaster risks
- what is likely to happen during a disaster (for example, power outages and road closures)
- the appropriate actions to take in preparing for a disaster event
- who to contact if assistance is needed during a disaster (and contact details)
- local evacuation arrangements (when to evacuate and where)
- information about the Register. Find. Reunite. service
- specific measures available for groups who require particular assistance (for example, the elderly, those with healthcare needs, and people with disability)
- what to do with household pets when evacuating
- types of warnings that are used in the area, what they mean and what to do when a warning is issued
- where and how to obtain information before, during and after a disaster.

LDMG community education activities are targeted at addressing the specific needs of local communities. They include general information as well as targeted education programs for groups with particular needs.

Community awareness and education strategies currently adopted by the group include:

- publications explaining disaster preparedness and emergency procedures
- media releases explaining disaster preparedness and emergency procedures
- publications prepared by lead agencies detailing the measures that should be taken to prevent, minimise and deal with the effects of emergency and disaster events
- media campaigns to raise awareness and encourage the community to implement preventative measures and be aware of hazards.

Mareeba Local Disaster Management Plan 2020/21

PART 6: RESPONSE

The principal purpose of emergency response is the preservation of life, property and the environment.

Emergency response and the Local Disaster Management Group

The LDMG is informed of the day-to-day incident response undertaken by primary agencies, including emergency services. Once activated, the LDMG's role is to:

- efficiently and effectively coordinate the response to an event
- minimise the impact of a disaster on the community
- detail the strategic manner in which elements of the LDMG will deal with day-to-day disaster management business
- determine how information will be shared on events that may affect the local government area.

Activation of the LDMG can be authorised by its Chairperson or Deputy Chairperson on receipt of any of the following:

- a warning of an impending threat that would require a coordinated multi-agency response
- a request from:
 - a lead or primary agency for assistance under this plan
 - a support agency for assistance under this plan
 - the District Disaster Coordinator (DDC)
 - an affected neighbouring local government (to provide assistance under mutual aid arrangements)
- advice from the state of an impending disaster.

Activation levels for response arrangements

It is critical that the LDMG and its members maintain awareness of events occurring in the LGA. This will ensure an appropriate and measured activation of the LDMG.

There are four activation levels. They are:

- alert
- lean forward
- stand up
- stand down.

The levels are not sequential and may be skipped depending on the situation. The activation levels are described in the following table.

Mareeba Local Disaster Management Plan 2020/21

| | Description | Triggers | MSC Actions |
|---------------------|---|---|---|
| Alert | <ul style="list-style-type: none"> There is an awareness of a hazard that has the potential to affect the LGA No further action is required; however, the situation should be monitored by someone capable of assessing the potential risk | <ul style="list-style-type: none"> There is awareness of a risk source (threat) that has the potential to affect the LGA to an extent that a coordinated multi-agency response would be required or requested | <ul style="list-style-type: none"> Monitor the risk source through communication with the primary agency Maintain situational awareness Brief the LDC and key staff Provide advice of the LDMG response level to the DDC Report, by exception only, to the DDC and/or LDMG Undertake emergency response activities through LDMG members' core business arrangements. |
| Lean Forward | <ul style="list-style-type: none"> This is an operational state prior to 'stand up', characterised by a heightened level of situational awareness of a disaster event (either current or pending) and a state of operational readiness The Local Disaster Coordination Centre (LDCC) is on standby—prepared but not activated | <ul style="list-style-type: none"> There is a likelihood that a threat may affect the LGA to an extent that a coordinated multi-agency response would be required or requested The threat is quantified but may not yet be imminent There is a need for public awareness | <ul style="list-style-type: none"> The LDC places the Chairperson and Deputy Chairperson of LDMG on watching brief Establish communication protocols with the primary and warning agencies Maintain situational awareness and confirm level and potential of the threat Provide advice of the LDMG response level to the DDC Issue warning orders to key staff and agencies Prepare LDCC but don't activate it Determine trigger point for move to stand up Conduct initial briefing of LDMG Provide ad-hoc and reporting by exception only to DDC and/or LDMG Initiate public information and warnings |
| Stand Up | <ul style="list-style-type: none"> The operational state following lean forward, at which resources are mobilised, personnel are activated and operational activities are commenced | <ul style="list-style-type: none"> The threat is imminent The community will be or has been affected Requests for support received by the LDMG There is a need for coordination | <ul style="list-style-type: none"> LDC to brief Chairperson and Deputy Chairperson of LDMG LDMG meets LDCC is activated and operational LDMG assumes control of disaster operations in the LGA Implement standard operating procedures |

Mareeba Local Disaster Management Plan 2020/21

| | | | |
|------------|--|--|--|
| | <ul style="list-style-type: none"> • LDCC is activated | | <ul style="list-style-type: none"> • Provide regular reporting to DDC and/or LDMG |
| Stand Down | <ul style="list-style-type: none"> • The transition is made from responding to an event back to normal core business and/or continuance of recovery operations • There is no longer a requirement to respond to the event and the threat is no longer present. | <ul style="list-style-type: none"> • There is no requirement for coordinated response • Community has returned to normal function • Recovery taking place | <ul style="list-style-type: none"> • LDC approves stand down • Conduct final checks of outstanding tasks • Make the transition to business as usual and/or recovery • Make a final situation report to DDC and/or LDMG |

Local Disaster Coordination Centre

The LDCC is responsible for coordinating operations under the direction of the LDC and in line with the LDMG’s direction. This includes (but is not limited to) the:

- coordination and planning of disaster operations
- dissemination of public information and warnings
- coordination of reporting to the relevant stakeholders.

Council operates and resources the LDCC. Liaison officers from relevant organisations also operate from within the LDCC.

Emergency warning notification and dissemination

The LDMG is responsible for ensuring the community is aware of ways to prevent, prepare for, respond to and recover from a disaster. This involves raising awareness of identified threats and the means by which the public should respond at an individual and/or household level. It may also include warnings and directions, as provided by primary agencies relating to the particular hazard.

The Chairperson of the LDMG (or delegate), is the official source of public and media information for the group’s coordination and support activities.

Primary and functional lead agencies provide media liaison for issues relating to their organisational roles.

Individual organisations maintain responsibility for internal reporting on their business in accordance with their established procedures.

Community members may receive warnings and information from a number of different sources—some official, some not. These sources are discussed in further detail below.

Mareeba Local Disaster Management Plan 2020/21

Family, friends and neighbours

Family, friends and neighbours are an extremely powerful source of warning information. However, this information should always be verified by official sources.

All members of the community are encouraged to check on family, friends and neighbours and to share official warnings with them.

Social media, websites and notification services

Facebook and Twitter are the two most common social media platforms used by disaster management organisations in Queensland. A search of each of these platforms by organisation name will assist in obtaining relevant information.

Social media feeds are available from Qldalerts.com and Council's Emergency Management Dashboard for those who are subscribed to social media platforms.

Emergency Alert

Emergency Alert is the national telephone warning system used by emergency services and Council to send voice messages (to landlines) and text messages (to mobile phones) within a defined area about likely or actual emergencies.

The Emergency Alert system will only be used in dangerous situations where there is likely to be an impact on human life.

It relies on telecommunications networks to send messages, and message delivery cannot be guaranteed.

Standard Emergency Warning Signal (SEWS)

When disasters loom or a major emergency happens, residents will be alerted by the sound of the Standard Emergency Warning Signal (SEWS) before critical television or radio broadcasts.

The SEWS is a wailing siren sound used throughout Australia for various emergency events of major significance, such as cyclones, flooding and severe storms. When community members hear the signal, they should pay careful attention to the message that follows and act immediately on the advice given. There are strict rules on the use of this warning signal in Queensland

Mainstream media (radio, television and newspapers)

The use of mainstream media is essential for the provision of emergency warnings. Mainstream media channels are generally very proactive in the monitoring of official sources.

Public information and media management

During a disaster, it is critical that the public information provided to the media is consistent across all agencies. To ensure the release of appropriate, reliable and consistent information it is recommended that:

- joint media conferences be held at designated times involving key stakeholders, including the Chairperson of the LDMG where feasible
- key spokespeople should be senior representatives of the LDMG agencies involved in the event.

Consideration of the following should occur:

- The scheduling of media conferences requires a coordinated approach to ensure there is no conflict between state, district or local announcements.

Mareeba Local Disaster Management Plan 2020/21

- Statistics are a potentially contentious issue requiring careful checking with all agencies before release.

Each agency is to comment only on its own areas of responsibility and should consult the LDC (or delegate) to ensure consistent messaging to the community.

During an event it is recommended that the LDMG develops a flexible media management strategy that:

- Identifies key messages to share with the community, including reinforcing the LDMGs role in coordinating support to the affected community
- Identifies preferred spokespersons for factual information (for example, evacuation measures and road closures)
- Is consistent with the crisis communication network arrangements outlined in the Queensland Government Arrangements for Coordinating Public Information in a Crisis (further details are located at disaster.qld.gov.au)

Coordination and capability support

Each organisation is responsible for ensuring that it has appropriate resources to deliver its agreed roles and responsibilities. Where an organisation's local capacity is exceeded, it can request support through the LDMG.

In a multi-agency response, the LDMG coordinates and supports the response capability of individual organisations. Where the LDMG is unable to provide the requested support for the organisation, it will follow the established processes to seek assistance from the DDMG.

Impact assessment

Impact assessment is the organised process of collecting and analysing information after an emergency or disaster to estimate:

- extent of loss of/injury to human life
- damage to property and infrastructure
- the needs of the affected community in terms of response, recovery and future (prevention and preparedness) assistance.

Impact assessments provide the LDMG with a source of comprehensive, standardised information on the effect an event has on various elements of the community. This information is then used to set priorities and make decisions about the response to an emergency or disaster, and to take the initial steps leading to recovery.

There are two basic types of impact assessment:

1. post-impact assessment, which examines the ways in which an event has affected a community
2. needs assessment, which examines the type, amount and priorities of assistance needed.

Post-impact assessment

There are two types of post-impact assessment:

Mareeba Local Disaster Management Plan 2020/21

Rapid damage assessments (RDA)

RDAs are undertaken immediately following an event to gather a high-level view of consequences and potential consequences. Sources of information include:

- calls for assistance recorded at emergency services communications centres and through the Council's call centre
- information and assessment data provided by LDMG members, representatives and advisors
- media monitoring and reporting.

The RDAs provide initial and often unconfirmed information. The information collected is used to provide an assessment of the potential overall impact of the event and to set initial priorities.

Comprehensive damage assessment (CDA)

CDAs will commence as soon as possible after an event to accurately establish the impact.

All LDMG members and requested relevant organisations are will undertake detailed impact assessments relating to their area of jurisdiction.

Depending on need, the LDMG may coordinate the formation and operation of multiagency damage assessment teams to systematically collect and analyse impact assessment data.

Needs assessment

Using data from the initial rapid and comprehensive damage assessments, the LDMG will conduct a needs assessment to establish the type, quantity and priorities of assistance required by disaster-affected communities.

Mareeba Local Disaster Management Plan 2020/21

Financial management

LDMG member organisations will be responsible for their financial management and procurement matters. Council will assume responsibility for financial management of the LDCC during the event.

When an event occurs, each organisation should immediately begin accounting for personnel and equipment costs relating to disaster operations (in accordance with its own policies and procedures) provide evidence for reimbursement from the various assistance arrangements.

Care and attention to detail must be taken throughout the disaster operations period to maintain logs, formal records and file copies of all expenditure (including personnel timesheets). This will provide clear and reasonable accountability and justification for future audit and potential reimbursement purposes.

Disaster financial assistance arrangements

There are two sets of financial arrangements that, if activated, provide financial support to Queensland communities affected by a disaster event. They do this through the reimbursement of eligible expenditure.

Disaster Recovery Funding Arrangements

Under the joint Australian Government-State Disaster Recovery Funding Arrangements 2018, assistance is provided to alleviate the financial burden on states and territories. It also supports the provision of urgent financial assistance to disaster affected communities.

Under these arrangements, the state or territory government determines which areas receive assistance and what assistance is available to individuals and communities.

Where the arrangements have been activated, the Australian Government may fund up to 75 per cent of the assistance available to individuals and communities. This contribution is delivered through a number of assistance measures and may include:

- personal hardship and distress assistance, including the engagement of a Community Recovery Officer to work with individuals and families receiving personal hardship and distress assistance
- counter disaster operations
- concessional loans or interest subsidies for small businesses and primary producers
- transport freight subsidies for primary producers
- loans and grants to voluntary non-profit organisations and needy individuals
- the reconstruction of essential public assets
- community recovery funds.

In addition, clean-up and recovery grants may be made available to assist businesses, including farm businesses, to resume trading as soon as possible. The grants may be used for clean-up activities, replacement of damaged equipment and stock, and other general repairs.

State Disaster Relief Arrangements (SDRA)

The intent of the SDRA is to assist in the relief of communities whose social wellbeing has been severely affected by a disaster event (natural or non-natural). The SDRA are state-funded and not subject to the Australian Government imposed event eligibility provisions or activation threshold. As

Mareeba Local Disaster Management Plan 2020/21

a result, the SDRA are able to address a wider range of disaster events and circumstances where personal hardship exists.

Logistics management

When the LDMG requires logistics support and/or resources to meet operational requirements that are beyond local capacity and capability, it sends a request for assistance to the District Disaster Coordination Centre (DDCC).

At times, administrative boundaries may separate resources from affected communities. In planning, the LDMG considers resources in neighbouring LGAs in addition to those locally.

Disaster declaration

In accordance with the Disaster Management Act 2003, and subject to several factors, 'a District Disaster Coordinator for a disaster district may, with the approval of the Minister, declare a disaster situation'68 for a district or for one or more local government areas within the district in whole or in part.

The declaration confers extra powers on particular groups to perform actions, give directions and control movements within the declared area.

In declaring a disaster situation:

A district disaster coordinator for a disaster district may, with the approval of the Minister, declare a disaster situation for the district, or a part of it, if satisfied –

- a) a disaster has happened, is happening or is likely to happen in the disaster district; and*
- b) it is necessary, or reasonably likely to be necessary, for the district disaster coordinator or a declared disaster officer to exercise declared disaster powers to prevent or minimise any of the following:*
 - i. loss of life*
 - ii. illness or injury to humans*
 - iii. property loss or damage*
 - iv. damage to the environment*

Even when a disaster situation is declared, Council is still primarily responsible for managing operations.

Resupply

The LDMG is responsible for supporting communities in preparing for temporary isolation. It is also responsible for ensuring procedures are in place for resupply of food and other essentials during times of isolation.

Most events that isolate communities occur on a seasonal basis, and their effects on roads can be predicted with reasonable accuracy. Communities that are likely to be affected by such events are expected to prepare well in advance for both the event and the expected period of isolation.

To help with this, the LDMG conducts community education programs that focus on the community and household preparations to be made prior to the expected time of impact.

Mareeba Local Disaster Management Plan 2020/21

Planning for resupply operations considers the necessity and urgency of the request. It will need to balance the diversion of limited resources from other activities (such as supporting rescue, evacuation centres or similar), with the needs of the isolated community.

Emergency supply

'Emergency supply' is the acquisition and management of emergency supplies and services in support of disaster operations. Emergency supply can include:

- resource support in the establishment of forward command posts, community recovery centres and/or disease control centres. This may include furniture, equipment and materials
- resource support for community evacuation centres. This may include furniture, bedding material and health and hygiene products
- bottled water and bulk water supplies
- temporary structures such as marquees and portable ablution facilities
- small plant equipment hire services (such as chainsaws and pressure washers).

Before requesting emergency supply:

- every effort will be made to exhaust local supplies
- attempts will be made to support local economies
- organisations will use their own internal acquisition processes.

Queensland Fire and Emergency Services (QFES) is the functional lead agency for emergency supply.

Accessing support and allocating resources

Requests for support may come from lead agencies, supporting agencies or the community. These requests must be registered and acted on in accordance with the standard operating procedures for Council's LDCC.

The LDC may request assistance from local agencies, businesses and community groups for additional resources.

The LDMG will maintain regular communications with the DDMG, to coordinate the actions and resources required to respond and recover from the impact of disaster events. It will also maintain communication with local governments that share a boundary with the area.

Any requests for assistance that cannot be met within local resources will be submitted to the District Disaster Coordinator. The LDMG Chairperson or the LDC must endorse these requests.

If the request for assistance cannot be actioned by the District Disaster Coordinator, the will request will be forwarded to the Chairperson of the State Disaster Coordination Centre.

Mareeba Local Disaster Management Plan 2020/21

Hazard-specific arrangements

Primary (hazard-specific) agency

A primary agency is the organisation in control of the management of a specific threat. 'Control' relates to managing what should be done, when and by whom. Control operates horizontally across agencies that are contributing to the management of the particular hazard.

For example, during a bushfire threat, the QFES is the primary agency. It will control all agencies that are contributing to management of the bushfire. This includes giving directions and tasks to supporting agencies, allowing access into various zones and/or determining the need for evacuation.

Primary agency status is usually bestowed by legislation, common law, regulations, state plans or by agreement of the LDMG.

Functional arrangements

Lead (function) agencies

A functional lead agency is the organisation in control of the management of a specific function. For example, when an evacuation centre is required, Council is the functional lead agency and will control all agencies that are contributing to the management of the evacuation centre. This includes giving directions and tasks to supporting agencies, and opening and allowing access to centres.

A functional lead agency will be supported by other agencies that have agreed roles in the delivery of the disaster management function. For example, in the management of evacuation shelters/emergency shelters, the Council is assisted by a number of agencies such as the Australian Red Cross, the Queensland Police Service and the State Emergency Service.

Functional lead agency status is usually bestowed by legislation, common law, regulations, state plans or by agreement of the LDMG.

General arrangements related to primary and lead agencies

Coordination of primary and lead agencies

During a disaster, a number of primary and lead agencies may be in operation at the same time. For example, a disaster may involve the management of a number of threats and the delivery of a number of disaster management functions (such as evacuation centre management or public health).

The LDMG's role in coordination is to ensure primary, lead and support agencies have the resources and information needed to carry out their agreed roles.

Coordination operates horizontally across agencies, but does not extend to the control of threats or functions, or to the command of agency resources.

Primary and lead support agencies

Members of the LDMG agree to support other organisations through the provision of mutual aid. A support agency assists the primary or lead agency in the delivery of their objectives.

While under the control of a primary or lead agency, support agencies retain responsibility for commanding their resources and ensuring that their own standard operating procedures are correctly implemented.

Mareeba Local Disaster Management Plan 2020/21

Primary (hazard-specific) agencies

| Hazard | Primary agency | Other related plans (excluding sub-plans) |
|---|---|--|
| Air crash | Queensland Police Service | <ul style="list-style-type: none"> • Nil |
| Animal or plant disease | Department of Agriculture and Fisheries | <ul style="list-style-type: none"> • Queensland Veterinary Emergency Plan • Australian Aquatic Veterinary Emergency Plan (AQUAVETPLAN) • Australian Veterinary Emergency Plan (AUSVETPLAN) • Australian Emergency Plant Pest Response Plan (PLANTPLAN) • Biosecurity Emergency Operations Manual (BEOM) |
| Biological (human related) Communicable disease Radiological | Cairns Hinterland Hospital and Health Service | <ul style="list-style-type: none"> • Queensland Pandemic Influenza Plan • National Action Plan for Influenza Pandemic • State of Queensland Multi-Agency Response to Chemical, Biological and Radiological Incidents |
| Earthquake and landslip | Mareeba Shire Council | <ul style="list-style-type: none"> • Dam Safety Emergency Action Plans |
| Fire - structure or bushfire | Queensland Fire and Emergency Services | <ul style="list-style-type: none"> • Fire Mitigation Plan |
| Flood, storm, cyclone or severe weather | Mareeba Shire Council | <ul style="list-style-type: none"> • Lake Tinaroo Emergency Action Plan |
| Hazardous material/s incident | Queensland Fire and Emergency Services | <ul style="list-style-type: none"> • State of Queensland Multi-Agency Response to Chemical, Biological and Radiological Incidents |
| Heatwave | Cairns Hinterland Hospital and Health Service | <ul style="list-style-type: none"> • Heatwave Response Plan |
| Rail crash | Queensland Police Service | <ul style="list-style-type: none"> • Nil |
| Road crash | Queensland Police Service | <ul style="list-style-type: none"> • Nil |
| Terrorism | Queensland Police Service | <ul style="list-style-type: none"> • Queensland Counter-Terrorism Plan • National Counter-Terrorism Plan |

Functional Lead Agencies

| Function | Lead Agency | Other related plans (excluding sub plans) |
|--------------------------|---|---|
| Animal rescue | Queensland Fire and Emergency Services | <ul style="list-style-type: none"> • Nil |
| Communications | Mareeba Shire Council | <ul style="list-style-type: none"> • Nil |
| Community support | Initial response: Mareeba Shire Council Followed by: Department of Communities, Child Safety and Disability Services | <ul style="list-style-type: none"> • Far Northern and Innisfail Districts Human and Social Recovery Plan |

Mareeba Local Disaster Management Plan 2020/21

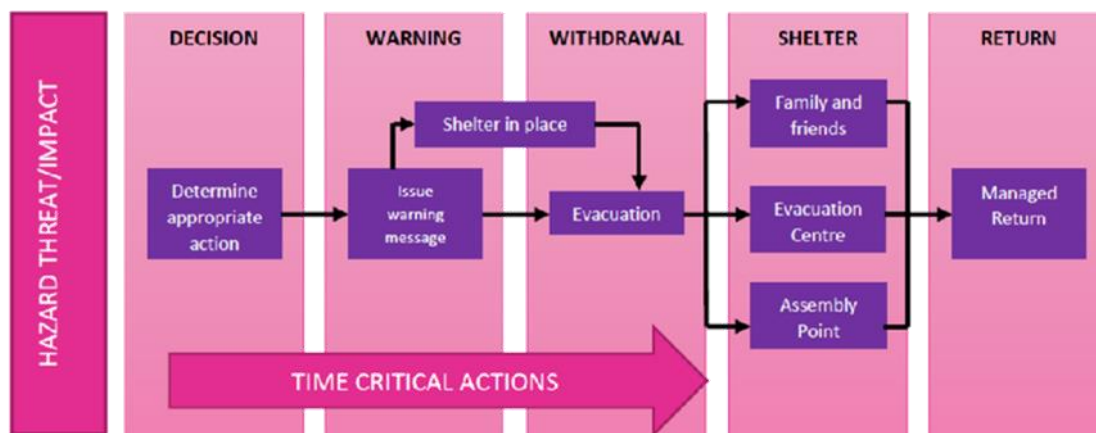
| | | |
|--|---|---|
| Electrical, fuel and gas supply | Department of Energy and Water Supply | <ul style="list-style-type: none"> • Nil |
| Emergency Supply | Queensland Fire and Emergency Services | <ul style="list-style-type: none"> • Nil |
| Evacuation | Voluntary: Mareeba Shire Council Directed and/or mass scale: Queensland Police Service | <ul style="list-style-type: none"> • Queensland Evacuation Guidelines |
| Evacuation centre management | Mareeba Shire Council | <ul style="list-style-type: none"> • Australian Red Cross Preferred Sheltering Practices |
| Impact and damage assessment | Mareeba Shire Council | <ul style="list-style-type: none"> • Nil |
| Mass casualty | Cairns Hinterland Hospital and Health Service | <ul style="list-style-type: none"> • Nil |
| Public information and warnings | Public Information: Mareeba Shire Council Public Safety Business Agency Warnings: Mareeba Shire Council Queensland Fire and Emergency Services on advice from the primary agency | <ul style="list-style-type: none"> • Emergency Alert Guidelines • Standard Emergency Warning Signal (SEWS) Guidelines |
| Resupply | Mareeba Shire Council | <ul style="list-style-type: none"> • Queensland Resupply Guidelines |
| Search and/or rescue | Queensland Police Service | <ul style="list-style-type: none"> • Intergovernmental Agreement • The National Search and Rescue Manual |
| Transport | Department of Transport and Main Roads | <ul style="list-style-type: none"> • Nil |

PART 7: RELIEF

Relief is a transitional phase that occurs during both response and short-term recovery operations. It is defined as ‘the effort to meet the immediate needs of persons affected by a disaster, to minimise further loss through the provision of immediate shelter and life support.’

Evacuation Centres

The primary reason for an evacuation is the preservation of life. The process of evacuation is managed through the response phase and follows a defined process with five stages:



Evacuation centres are opened to meet an immediate need for those with no other option, in order to preserve life, wellbeing and safety. They should not be the primary source of shelter or relocation.

Evacuation centres abide for the Australian Red Cross Preferred Emergency Sheltering Practices, which provide for:

- One toilet for every 20-50 people
- 1.2m² - 5m² of floor space per evacuee
- One shower for every 30 to 50 people

Preferred evacuation solutions for community members to consider—in priority order—are:

1. A destination of the person’s choosing (for example, with family, friends or neighbours)
2. Established accommodation (for example, a hotel, motel or caravan park)
3. Evacuation centre.

It is important to note that Mareeba LDMG does not have a cyclone shelter facility and that in the event of a cyclone evacuation centres would only be opened after the threat of the cyclone has passed. There is a Last Place of Resort Refuge, however this can only house 160 people and would only be opened if essential to preserving life to displaced persons.

Donating to affected people

Council and the Queensland Government have partnered with GIVIT to manage all offers of donated goods and services (including corporate offers of assistance) following Queensland disasters.

Mareeba Local Disaster Management Plan 2020/21

Affected people register with GIVIT detailing what their needs are. GIVIT then matches these needs with goods currently being donated. This eliminates the need for organisations to store and sort unexpected donations.

GIVIT also accept donations of money. 100% of funds received by GIVIT during a disaster are spent on urgently needed items. Wherever possible, the items are purchased from businesses in the disaster-affected area to assist recovery of the local economy.

To donate, visit Givit.org.au

Volunteering

The desire to help disaster victims is an indication of the health of the community.

The best way a person can start their volunteering is to find out if family, friends and neighbours need assistance. This should always be done under their direction and with their consent.

It is also imperative that volunteers act safely. WorkCover Queensland provides guidance on how to be safe. For more information, visit Worksafe.qld.gov.au/injury-prevention-safety/workplace-hazards/dangers-in-your-workplace/storms-and-floods.

After assisting family, friends and neighbours, all volunteers should register with Volunteering Queensland's Emergency Volunteer Service by visiting Emergencyvolunteering.com.au/qld or phoning 1800 994 100. They will then be contacted if additional volunteers with their skills are required.

Isolated communities

Communities that become physically isolated, particularly due to flooded roads, have been identified during the risk management process. These communities do not necessarily require evacuation, but additional support may be needed to help people stay in their homes. Occupants of areas known to become isolated are strongly encouraged to plan for periods without access to food and essential household items.

Mareeba Local Disaster Management Plan 2020/21

PART 8: RECOVERY

Recovery is 'the coordinated process of supporting affected communities, families and individuals in the reconstruction of the built environment and the restoration of their emotional, social and economic wellbeing, as well as the natural environment.'

Queensland has adopted nationally established principles for recovery that recognise that successful recovery relies on:

- understanding the context
- recognising complexity
- using community-led approaches
- ensuring coordination of all activities
- employing effective communication
- acknowledging and building capacity

Recovery is also defined under the Disaster Management Act 2003 as:

a) Providing relief measures to assist persons affected by the disaster who do not have the resources to provide for

their own financial and economic wellbeing.

b) Restoring essential infrastructure in the area or areas affected by the disaster.

c) Restoring the environment in areas affected by the disaster.

d) Providing health care to persons affected by the disaster, including temporary hospital accommodation.

Phases of recovery

Recovery is undertaken across three phases. These phases are contained in the Queensland Recovery Plan and are summarised below.

Phase 1 – Post impact and early recovery

Includes: Immediate short-term recovery

This phase occurs at the same time as response. It involves addressing and supporting the immediate needs of individuals, businesses and the community affected by the event. In this phase, the objectives are to understand the effect of the event, and to begin planning to support response and recovery.

Phase 2 – Recovery and restoration

Includes: Medium-term recovery

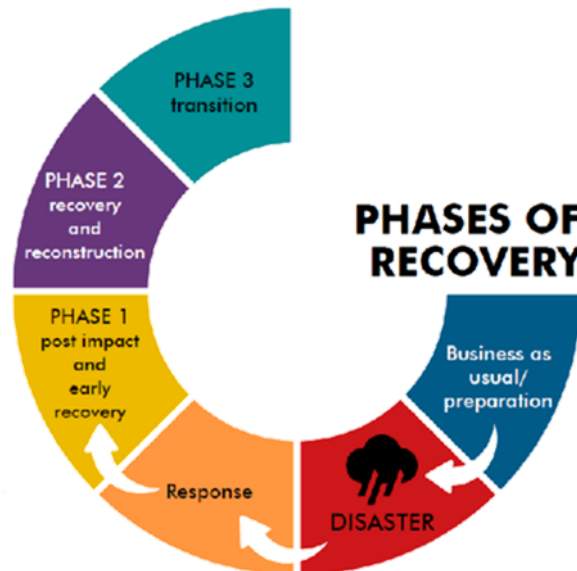
In the recovery and restoration phase, methodical steps are taken to reconstruct and enhance all disaster-affected communities, functions and infrastructure.

Phase 3 – Transition

Includes: Long-term recovery

Mareeba Local Disaster Management Plan 2020/21

In the transition phase, recovery and reconstruction is progressively handed over to agencies or organisations - including government, community-based or industry-led sectors. This phase ends when all recovery and reconstruction responsibilities are back to being managed as business as usual.



Functions of Recovery

Effective recovery requires an integrated, multi-disciplinary approach to analysing needs, engaging the community, and planning. Recovery is a complex and potentially protracted process. To help coordinate this, it is grouped into five functions. These often overlap, and recovery arrangements must reflect the interrelationship between them.



Economic recovery includes:

- renewal and growth of
 - the micro economy (within the affected area) and the macro economy (overall economic activity of the state)
 - individual and household entities (for example, employment, income and insurance claims), private and government business enterprises, and industry
 - assets, production and flow of goods and services capacity for the export of goods and services from the affected region

Mareeba Local Disaster Management Plan 2020/21

- securing the confidence of overseas markets.

Roads and transport recovery includes repairing and reconstructing roads and transport systems.

Human and social recovery includes addressing:

- personal support and information
- physical and emotional health
- psychological, spiritual, cultural and social wellbeing
- public safety and education
- temporary accommodation
- financial assistance to meet immediate individual needs
- uninsured household loss and damage.

Building recovery includes:

- repairing and reconstructing
 - residential and public buildings
 - commercial, industrial and rural buildings and structures
 - government structures
 - utility structures, systems and services (water, sewage, energy and communications)
 - other essential services
- dam safety.

Environment, (or natural environment) recovery includes:

- restoration and regeneration of
 - biodiversity (species and plants) and ecosystems
 - natural resources
 - environmental infrastructure
 - amenity/aesthetics (for example, scenic lookouts)
 - culturally significant sites and heritage structures
- management of environmental health, waste, contamination and pollution, and hazardous materials.

Mareeba Local Disaster Management Plan 2020/21

Queensland Government Responsibilities

| Functional Recovery Group | Economic | Roads and Transport | Human and Social | Building | Environment |
|-----------------------------------|--|--|--|---|---|
| Chair/Lead Agency | Director-General State Development | Director-General Transport and Main Roads | Director-General Communities, Child Safety and Disability Services | Director-General Housing and Public Works | Director-General Environment and Heritage Protection |
| Roles and Responsibilities | Provide strategic advice to the Queensland Government and relevant stakeholders on the economic impacts of an event and the proposed methods to advance economic recovery. | Coordinate the efficient and effective delivery of road and transport recovery activities. | Lead and coordinate planning and implementation of the Human and Social recovery function in Queensland. | Coordinate efficient and effective information exchange, issues identification and resolution between state agencies, local government, building industry and insurance providers. | Lead and coordinate the planning and implementation of the environmental function of recovery in Queensland. |
| Key Tasks | Liaise with affected stakeholders and local governments, identify and address issues and risks, and measure the ongoing economic impacts and rate of recovery. Monitor the impacts on the affected area's economic viability and develop strategies to minimise the effects on individuals and businesses (as required). Facilitate linkages with job providers and employment agencies to source labour, re-establish supply chains and undertake joint marketing activities (as required). | Identify isolated communities and assign prioritised resources for recovery works. Develop regional reconstruction projects and activities in collaboration with stakeholders. Develop implementation plans for recovery and reconstruction. Develop, review and submit Disaster Relief Funding Arrangements (DRFA) submissions for approval. Implement recovery and reconstruction plans, including monitoring and reporting. | Support local and district disaster management groups. Administer the Personal Hardship Assistance Program. Establish multi-agency recovery hubs. Provide Social Service system navigation. Provide case coordination for vulnerable people and uninsured rebuilds. Purchase extraordinary relief and recovery services if required. | Facilitate temporary accommodation solutions for displaced people. Provide assistance/ advice to support repair and restoration of state-owned public buildings. Facilitate the coordination of building safety inspections. Provide building advice and information to support community recovery. Provide advice to the building industry supply chain. | Manage environmental risk associated with recovery activities. Repair critical flood monitoring infrastructure. Monitor discharges from impacted mine sites. Repair infrastructure on the protected area estate (national parks and state forests). Manage rural and bushfire hazard mitigation on the protected area estate and unallocated state land. Facilitate repair of heritage listed places. |

Mareeba Local Disaster Management Plan 2020/21

The service components of each of the five functions are not necessarily delivered by the lead agency. The lead agency works with multiple private and public sector partners who deal directly with the community and individual families and businesses to achieve recovery.

While these five functions provide the framework for the recovery structure, the final structure depends upon the nature and consequences of an event. For example, events such as cyclones may cause large-scale damage to housing and the built environment and may require more emphasis on infrastructure recovery. Other events, such as pandemics, may require more emphasis on the human-social aspects of recovery.

The LDMG encourages an all-agencies approach to recovery. This involves identifying a range of organisations to support the lead functional agency and the LDMG in implementing an effective recovery over the short-, medium- and long term.

DRAFT

10.2 BEQUEST FROM LAURENCE JOHN TRACONA TO COUNCIL

Date Prepared: 8 September 2020

Author: Chief Executive Officer

Attachments: 1. **Apels Solicitors and Notary on behalf of Executor Peter Apel for the Estate of the late Laurence John Tracona** [↓](#)

EXECUTIVE SUMMARY

The late Mr Laurence (Laurie) John Tracona very kindly made a bequest of \$55,000 to Council in his Will. Councillors have had discussions of how best to use the funds and it is now proposed that they are used to enhance the Mareeba Library for the youth of the town.

This proposal has been discussed with the Executor of his estate, Mr Peter Apel, and he has indicated that he believes this is an appropriate use of the bequest.

RECOMMENDATION

That Council applies the generous bequest from the late Mr Laurence John Tracona to enhance the experience of youth in the Mareeba Library.

BACKGROUND

Following Laurie Tracona's passing Council was informed by the Executor of his estate, Mr Peter Apel, that he had made a bequest of \$55,000 to Council. Various discussions were had as how the funds could be utilised in such a way as to recognise Mr Tracona that would be meaningful and long lasting.

It is acknowledged that the funds were originally bequeathed for the beautification of the CBD. However no long lasting suitable project could be identified in the CBD and given Mr Tracona's fondness of literature, reading and his career working with youth, it was concluded that an appropriate way to use his generous bequest would be providing resources for young people at the Mareeba Library.

The concept was discussed with the Executor of Mr Tracona's estate who has agreed that this would be an appropriate use of the bequest. A letter from Mr Apel in this regard is attached.

A suitable plaque will be erected in the Library recognising Mr Tracona's contribution and the funds will be utilised in such a way that there is a long lasting benefit to the youth of the town.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil, as the Executor has agreed to the proposed usage.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil, as the costs will be covered by the bequest.

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

The Library staff will provide Councillors with a detailed plan for the utilisation of the funds.

A formal opening will be arranged to acknowledge Mr Tracona's generous bequest.

Apels

TOWN & COUNTRY LEGAL

fin-gen

Solicitors and Notary

Principal: Peter Apel
Associate: Daniela Parlapiano
ABN: 78 141 273 797



Your Reference:
Our Reference: P. Apel:AC:41200
Direct E-mail: peter@apels.com.au

14 August 2020

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

Dear Mr Franks

Re: Bequest by the late Laurence John Tracona (Deceased)

Thank you for the opportunity to discuss the bequest from the Estate of the late Mr Laurence Tracona (deceased) to the Mareeba Shire Council, which had been dedicated for beautification of the CBD.

In my personal capacity as Executor of the Estate of the late Laurence Tracona, I confirm my agreement and endorsement that the proceeds of that bequest in Council's hands are to be applied at the new Community Hub/Library complex, for the purposes of Library enhancement notwithstanding that the building to house the new Library is not, strictly speaking, within the CBD.

It is my view as Executor, that the new Library is an appropriate application for funds, given the late Mr Tracona's love of literature, reading and enhancing the literary experience of young people.

It would be appreciated if the funds could perhaps be put towards a dedicated area (outdoor seating/reading area) with an appropriate plaque and acknowledgement giving some background on the late Mr Tracona and the nature of his bequest.

I would be pleased to consult with your office in that regard, if that is appropriate.

Yours faithfully,
APELS SOLICITORS & NOTARY

Per:

315563

Liability limited by a scheme approved under Professional Standards Legislation

Telephone: (07) 4092 2522
Facsimile: (07) 4092 2138

Email: reception@apels.com.au
Website: www.apels.com.au

138 Byrnes Street
PO Box 160, Mareeba 4880

Document Set ID: 3861598
Version: 1 Version Date: 18/08/2020

10.3 COREO'S CIRCULAR ECONOMY MASTERCLASS

Date Prepared: 9 September 2020
Author: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to obtain Council approval for Cr Wyatt to participate in the next Circular Economy Masterclass by Coreo scheduled for 29 October and 5 November 2020.

RECOMMENDATION

That Council approves Cr Wyatt's participation in Circular Economy Masterclass by Coreo scheduled for 29 October and 5 November 2020.

BACKGROUND

The Circular Economy Masterclass provides the opportunity for participants to gain an understanding of the circular economy principles and business models. One of the key learning objectives is to demonstrate and understand the environmental, social and economic value and business case in a circular economy. Local Government representatives have been identified as one of the target audiences encouraged to participate.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Yes

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

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

Registration for the Masterclass will be processed if approved by Council.

11 CONFIDENTIAL REPORTS

Nil

12 BUSINESS WITHOUT NOTICE

13 NEXT MEETING OF COUNCIL

14 FOR INFORMATION

14.1 SUMMARY OF NEW PLANNING APPLICATIONS & DELEGATED DECISIONS FOR THE MONTH OF AUGUST 2020

Date Prepared: 1 September 2020

Author: Senior Planner

Attachments: Nil

Please see below information.

Summary of new Planning Development Applications and Delegated Decisions for August 2020

| New Development Applications | | | | | |
|------------------------------|----------------|---|---------------------------------------|--|--------------------------------------|
| Application # | Lodgement Date | Applicant/ Address | Property Description | Application Type | Status |
| MCU/20/0010 | 03/08/2020 | L & A Gostelow 21 Damien Street, Mareeba | Lot 82 on SP258994 | MCU Occupancy Dual | Decision Notice issued on 20/08/2020 |
| MCU/20/0011 | 17/08/2020 | Eucai Pty Ltd C/- Freshwater Planning Pty Ltd 4 Wallace Drive, Mareeba | Lot 51 on NR804457 | MCU Low Impact Industry (extension to existing auto electrician and mechanical services) | Decision Notice issued on 21/08/2020 |
| MCU/20/0012 | 19/08/2020 | C Dong & Z Zhu C/- Planz Town Planning 76 Clacherty Road, Julatten | Lot 4 on RP733949 | MCU Caretaker's Accommodation | Decision Notice issued on 28/08/2020 |
| RAL/20/0008 | 24/08/2020 | T, M B, K L & B Stankovich and S G & M V Musumeci C/- Freshwater Planning Pty Ltd Stankovich Road, Mutchilba | Lots 41 on SP188672 | ROL - Subdivision (1 into 4 Lots) | In Decision Stage |
| RAL/20/0009 | 27/08/2020 | Simon & Katherine Gargan and Howe Farming Enterprises Pty Ltd 78 & 28 Collins Weir Road, Mutchilba | Lot 50 on SP220744 & Lot 487 on HG630 | ROL (Boundary Realignment) | In Confirmation Stage |

August 2020 (Regional Land Use Planning)

| Decision Notices issued under Delegated Authority | | | | | |
|---|-------------------------|---|----------------------------------|--------------------------|---|
| Application # | Date of Decision Notice | Applicant | Address | Property Description | Application Type |
| MCU/20/0010 | 20/08/2020 | L & A Gostelow | 21 Damien Street, Mareeba | Lot 82 on SP256894 | MCU Dual Occupancy |
| MCU/20/0011 | 21/08/2020 | Eucai Pty Ltd C/- Freshwater Planning Pty Ltd | 4 Wallace Drive, Mareeba | Lot 51 on NR804457 | MCU Low Impact Industry (extension to existing auto electrician and mechanical services) |
| MCU/20/0012 | 28/08/2020 | C Dong & Z Zhu C/- Planz Town Planning | 76 Clacherty Road, Julatten | Lot 4 on RP733949 | MCU Caretaker's Accommodation |
| RAL/20/0007 | 11/08/2020 | Luke Murray & Sarah Goldfinch C/- RPS Australia East Pty Ltd | Salisbury Drive, Julatten | Lots 39 & 40 on SP124051 | ROL Boundary Realignment |
| RAL/20/0005 | 31/08/2020 | Urban Abode Building Design | 8-10 Barron Falls Road, Kuranda | Lot 22 on SP153917 | ROL Subdivision (1 into 2 lots) |
| OPW/20/0001 | 25/08/2020 | N Derakshan C/- Trinity Engineering and Consulting | 2-6 Black Mountain Road, Kuranda | Lot 1 on RP743970 | Operational Works (Roadworks, Stormwater, Water Infrastructure, Drainage and Earthworks) for Development Permit RAL/18/0025 |

| Negotiated Decision Notices issued under Delegated Authority | | | | | |
|--|-------------------------|-----------|---------|----------------------|------------------|
| Application # | Date of Decision Notice | Applicant | Address | Property Description | Application Type |
| Nil | | | | | |

| Change to Existing Development Approval issued | | | | | |
|--|------------------|-----------|---------|----------------------|------------------|
| Application # | Date of Decision | Applicant | Address | Property Description | Application Type |
| Nil | | | | | |

August 2020 (Regional Land Use Planning)

| Referral Agency Response Decision Notices issued under Delegated Authority | | | | | |
|--|------------------|--------------|---------|----------------------|------------------|
| Application # | Date of Decision | Applicant | Address | Property Description | Application Type |
| CAR/20/0010 | | Speewah tave | | | |

| Extensions to Relevant Period issued | | | | | |
|--------------------------------------|------------------|-----------|---------|----------------------|------------------|
| Application # | Date of Decision | Applicant | Address | Property Description | Application Type |
| Nil | | | | | |

| Survey Plans endorsed | | | | | |
|-------------------------|------------|---------------------|---|---|--|
| Application # | Date | Applicant | Address | Property Description | No of Lots |
| DA/16/0019 | 27/08/2020 | Rodeo Acres Pty Ltd | Mareeba - Dimbulah Road, Mareeba | LOTS 2, 5 & 100 ON SP318286 AND EASEMENTS D & F IN LOT 100 AND EASEMENT E IN LOT 5 (CANCELLING LOT 100 ON SP306248) | 2 New Lots |
| DA/16/0023 | 14/08/2020 | L Mosch | Mount Mulligan Road, Morrow Road, Leadingham Creek Road & Braund Road, Dimbulah | LOTS 98, 99 & 191 ON SP320487 (CANCELLING LOT 191 ON SP244348) | 2 New Lots |
| MC2005/38 - REC/10/0028 | 27/08/2020 | M Nucifora | La Spina Road, Mareeba | LOT 6 & 200 ON SP320507 (CANCELLING LOT 200 ON SP318302) | 1 New Lot |
| RAL/18/0009 | 18/08/2020 | F Rameshfar | 4 Coolsprings Close, Kuranda | LOTS 41 & 42 ON SP315703 (CANCELLING LOT 4 ON RP733904) | 1 New Lot |
| RAL/19/0005 | 19/08/2020 | L Morgante | Emerald End Road, Mareeba | LOTS 1 - 3 ON SP315714 (CANCELLING LOTS 12 - 14 ON RP708066) | 3 existing Lots (Boundary Realignment) |

August 2020 (Regional Land Use Planning)

| | | | | | |
|-------------|------------|--------------------------------------|-----------------------------|---|-----------|
| RAL/19/0020 | 17/08/2020 | R Fanna | McGrath Road, Mareeba | LOT 21 & 22 ON SP320486 (CANCELLING LOT 2 ON RP727052) | 1 New Lot |
| REC/07/0052 | 24/08/2020 | Hockey Machinery Sales Pty Ltd | Godwin Drive, Mareeba | LOT 43 & 99 ON SP320934 (CANCELLING LOT 99 ON SP300450) | 1 New Lot |

August 2020 (Regional Land Use Planning)