



# **AGENDA**

**Wednesday, 16 December 2020**

## **Ordinary Council Meeting**

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

**Date: Wednesday, 16 December 2020**

**Time: 9:00am**

**Location: Council Chambers**

**Peter Franks  
Chief Executive Officer**





## Order Of Business

<b>1</b>	<b>Members in Attendance .....</b>	<b>5</b>
<b>2</b>	<b>Apologies/Leave of Absence/Absence on Council Business .....</b>	<b>5</b>
<b>3</b>	<b>Bereavements/Condolences .....</b>	<b>5</b>
<b>4</b>	<b>Declaration of any Material Personal Interests/Conflicts of Interest .....</b>	<b>5</b>
<b>5</b>	<b>Confirmation of Minutes .....</b>	<b>5</b>
<b>6</b>	<b>Business Arising out of Minutes of Previous Meeting .....</b>	<b>5</b>
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**1 MEMBERS IN ATTENDANCE**

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

**3 BEREAVEMENTS/CONDOLENCES**

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

**5 CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 18 November 2020

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

**7 DEPUTATIONS AND DELEGATIONS**



## 8 CORPORATE AND COMMUNITY SERVICES

<b>8.1 APPLICATION FOR RENEWAL OF TERM LEASE 0/235425, OR CONVERSION TO FREEHOLD OVER LOT 1 ON M356123, 122 MASON STREET, MAREEBA</b>
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**Date Prepared:** 19 November 2020

**Author:** Senior Planner

**Attachments:** 1. DNRME letter dated 16 November 2020 [↓](#)

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### EXECUTIVE SUMMARY

The Department of Natural Resources, Mine and Energy (DNRME) is considering an application for the renewal of Term Lease 0/235425 over Lot 1 on M356123, situated at 122 Mason Street, Mareeba.

Lot 1 on M356123 has an area of 4,047 square metres and formerly contained the Caltex fuel depot.

DNRME seeks Council's views on the renewal of the term lease and also, the potential conversion to freehold.

### RECOMMENDATION

That Council advises the Department of Natural Resources, Mines and Energy that Council has no objection to either the renewal of Term Lease 0/235425 over Lot 1 on M356123, situated at 122 Mason Street, Mareeba, or the conversion of Lot 1 on M356123 to freehold.

### BACKGROUND

The Department of Natural Resources, Mine and Energy (DNRME) is considering an application for the renewal of Term Lease 0/235425 over Lot 1 on M356123, situated at 122 Mason Street, Mareeba.

Lot 1 on M356123 has an area of 4,047 square metres and is vacant. The land was previously improved by Caltex Mareeba fuel depot.

Term Lease 0/235425 was issued for Storage (Fuel) purposes and is due to expire on 22 January 2022.

DNRME seeks Council's views on the renewal of the term lease and also, the potential conversion of Lot 1 on M356123 to freehold.



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.

## RISK IMPLICATIONS

## LEGAL/COMPLIANCE/POLICY IMPLICATIONS

The subject land is zoned Industry under the Mareeba Shire Council Planning Scheme 2016 and is presently unused.

There is no objection to the renewal of the term lease or the potential conversion to freehold.

## FINANCIAL AND RESOURCE IMPLICATIONS

### **Capital**

Nil

### **Operating**

Nil

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

## IMPLEMENTATION/COMMUNICATION

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



Queensland  
Government

Department of  
Natural Resources,  
Mines and Energy

Our reference: 2020/011230

16<sup>th</sup> November 2020

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

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

**Renewal of Term Lease 0/235425 being Lot 1 on M356123**

Dear Sir/Madam

Term Lease 0/235425 expires on 22/01/2022

The department is currently assessing an application for renewal of the abovementioned lease, the proposed use of which is for Storage (Fuel).

The application for renewal of the lease will be assessed in terms of Section 159 of the *Land Act 1994*, after considering the views of all interested parties and an inspection of the land.

As part of our investigations into the renewal of Term Lease 0/235425, the department will undertake a most appropriate use assessment of the leased land.

Should it be determined the most appropriate use of the land is freehold tenure, the department may make an offer to convert the abovementioned lease to freehold tenure.

Please advise the department of your views or requirements regarding the renewal and/or conversion to freehold Term Lease 0/235425, that the department should consider when assessing this application.

A Smart map showing the subject land and the surrounding locality is attached for your reference.

Objections to the application, and any views or requirements that may affect the future use of the land should be received by close of business on 29<sup>th</sup> January 2021. If you offer an objection to the application, a full explanation stating the reason for such an objection should be forwarded to this office.

If you wish to provide a response but are unable to do so before this date, please contact Annie Dureau-Power as soon as possible to arrange a more suitable timeframe.

If a response is not received by the due date and no alternative arrangements have been made, it will be assumed you have no objections or requirements in relation to this matter.

All future correspondence relative to this matter is to be referred to the contact Officer at the address below or by email to [Townsville.SLAMS@dnrme.qld.gov.au](mailto:Townsville.SLAMS@dnrme.qld.gov.au)

Any hard copy correspondence received will be electronically scanned and filed. For this reason, it is recommended that any attached plans, sketches, or maps be no larger than A3-sized.

If you wish to discuss this matter, please contact Annie Dureau-Power on (07) 4447 9181.

Please quote reference number 2020/011230 in any future correspondence.

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

Yours sincerely,

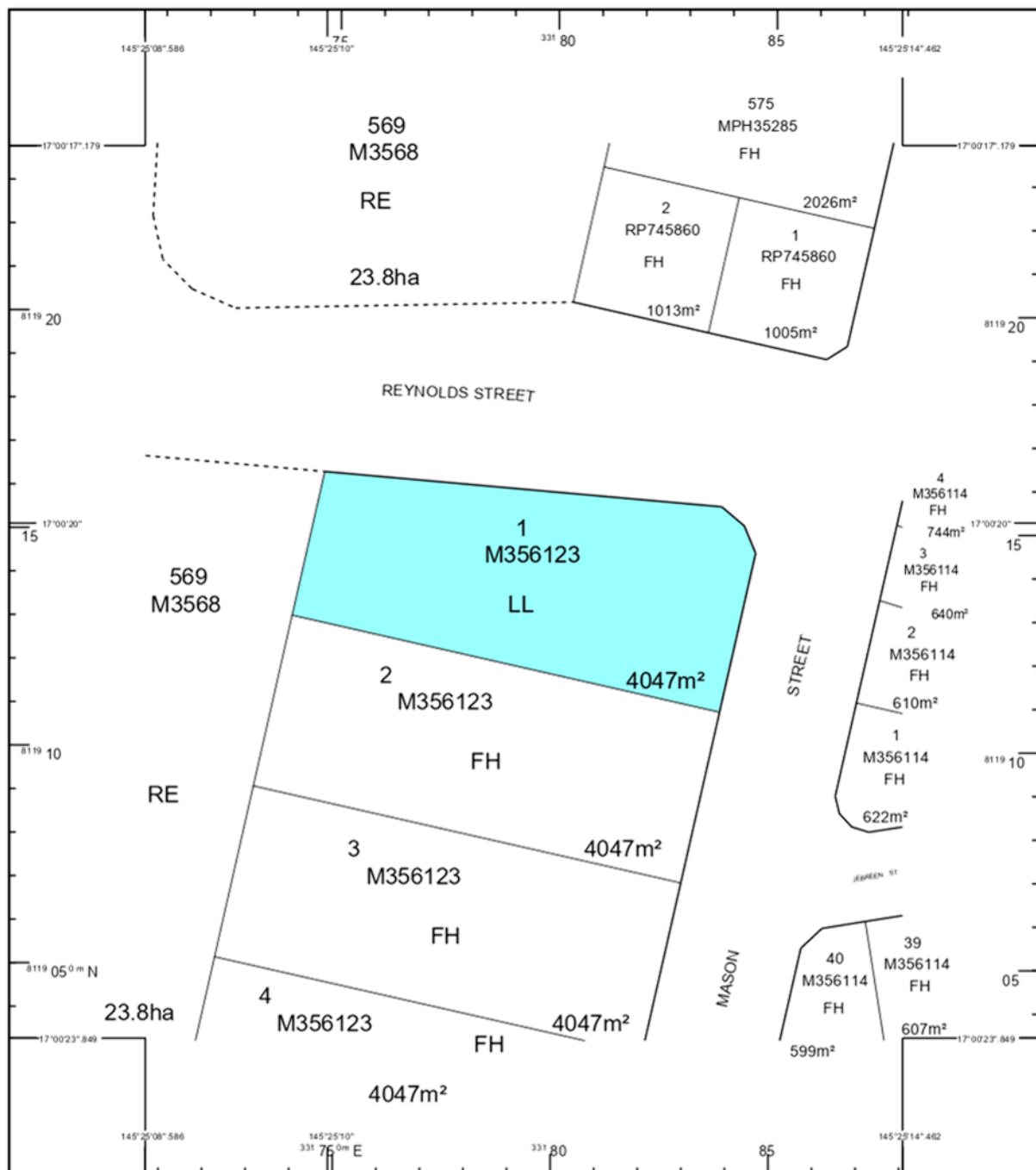
*Annie Dureau-Power*

Anne Dureau-Power

Land Officer

DNRME Townsville  
PO BOX 5318  
Level 9  
445 Flinders Street  
Queensland 4810 Australia  
Telephone +61 7 44479181  
[www.dnrme.qld.gov.au](http://www.dnrme.qld.gov.au)  
ABN 59 020 847 551





STANDARD MAP NUMBER  
7963-11414

0 25 50 75 100 125 m  
HORIZONTAL DATUM GDA94 ZONE 55 SCALE 1:1250

MAP WINDOW POSITION &  
NEAREST LOCATION



#### SUBJECT PARCEL DESCRIPTION

DCDB  
Lot/Plan 1/M356123  
Area/Volume 4047m²  
Tenure LANDS LEASE  
Local Government MAREEBA SHIRE  
Locality MAREEBA  
Segment/Parcel 9098/14

#### CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 06/11/2020  
For additional information regarding this SmartMap see page 2.  
Shading Rules have been applied.

DCDB 06/11/2020

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## **Additional Information Page**

### Shading Rules

 Lot Number = 1 and Plan Number = M356123

**8.2 APPLICATION FOR EXTENSION OF ROLLING TERM LEASE OVER LOT 249 ON CP818009 - ST RONANS**

**Date Prepared:** 23 November 2020

**Author:** Senior Planner

**Attachments:** 1. DNRME letter dated 17 November 2020 [↓](#)

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**EXECUTIVE SUMMARY**

The Department of Natural Resources, Mine and Energy (DNRME) is considering an application for the extension of the Rolling Term Lease over Lot 249 on CP818009, situated at St Ronans Road, Forty Mile.

Lot 249 on CP818009, known as St Ronans Station, has an area of 44,000 hectares and is used for pastoral purposes. The land is improved by a cattle feedlot, dwelling houses and other typical rural infrastructure.

DNRME has queried off alignment Council roads within St Ronans Station, however Council officers are confident that no such off alignment roads exist within St Ronans Station.

DNRME seeks Council's views on the extension of the term lease.

**RECOMMENDATION**

That Council advise the Department of Natural Resources, Mines and Energy that Council has no objection to the extension of the Rolling Term Lease over Lot 249 on CP818009, situated at St Ronans Road, Forty Mile.

**BACKGROUND**

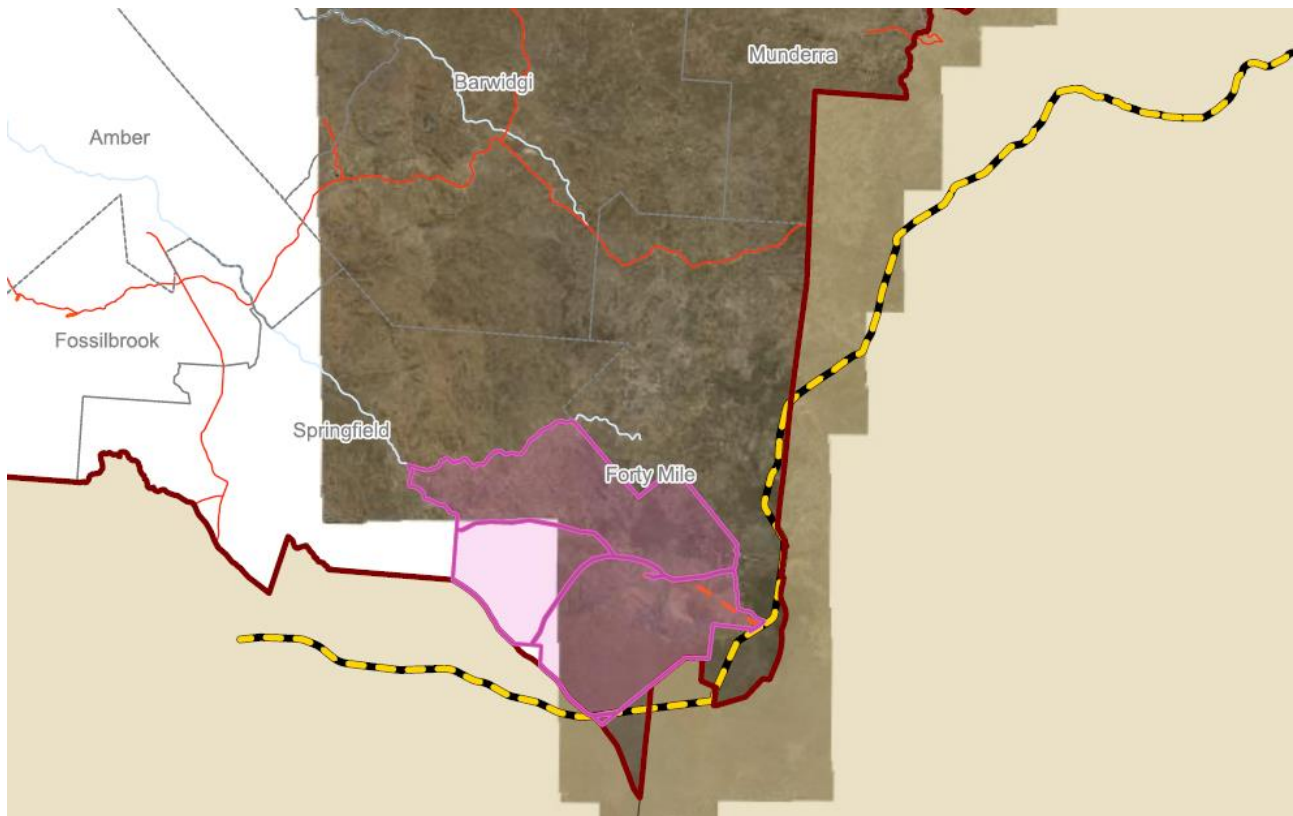
The Department of Natural Resources, Mine and Energy (DNRME) is considering an application for the extension of the Rolling Term Lease over Lot 249 on CP818009, situated at St Ronans Road, Forty Mile.

Lot 249 on CP818009, known as St Ronans Station, has an area of 44,000 hectares and is used for pastoral purposes. The land is improved by a cattle feedlot, dwelling houses and other typical rural infrastructure.

The existing and extended term lease would be issued for pastoral purposes.

DNRME has queried off alignment Council roads within St Ronans Station. Council's Technical Services Section advises that Council only maintains approximately 100 metres of St Ronans Road, from the Kennedy Highway to the gate of the property. No other Council roads traverse the lease and no action required by Council in relation to off alignment roads.

DNRME seeks Council's views on the extension of the term lease.

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**RISK IMPLICATIONS****LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

The subject land is zoned Rural under the Mareeba Shire Council Planning Scheme 2016 and the existing pastoral use, including the cattle feedlot, is lawfully established.

There is no town planning objection to the extension of the term lease.

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

Nil

***Operating***

Nil

**LINK TO CORPORATE PLAN**

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

**IMPLEMENTATION/COMMUNICATION**

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



Ref number 2020/013092

17 November 2020

Mareeba Shire Council

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

Dear Sir/Madam,

**Application for an extension to a Rolling Term Lease over Lot 249 on CP818009**

The department has received the above application. The proposed use of the land is Pastoral.

Copies of documents supporting the application are enclosed for your information. The enclosed Smartmap shows the subject land and the surrounding locality.

It is noted that the road corridors are off alignment. The department would like advice on councils position in regards to extending the rolling term lease for a further term and any issues that may arise regarding the management of these roads.

Please advise the Department of your views or requirements that the department should consider when assessing this application. Objections to the application, and any views or requirements that may affect the future use of the land should be received by close of business on [Insert Date Response required]. If you offer an objection to the application, a full explanation stating the reason for the objection should be forwarded to this Office.

**Note** - If land is required for a public purpose, it can be acquired at any time by negotiation and where necessary acquisition.

If you wish to provide a response but are unable to do so before the due date, please contact the author before the due date to arrange a more suitable timeframe. If a response is not received by the due date and no alternative arrangements have been made, it will be assumed you have no objections or requirements in relation to this matter.

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

Postal :  
DNRME Cairns  
PO Box 5318  
Townsville  
4810 QLD

Telephone : (07) 4222 5427  
Fax: (07) 4799 7533

If you wish to discuss this matter please contact Zoe Tasker on (07) 4222 5056.

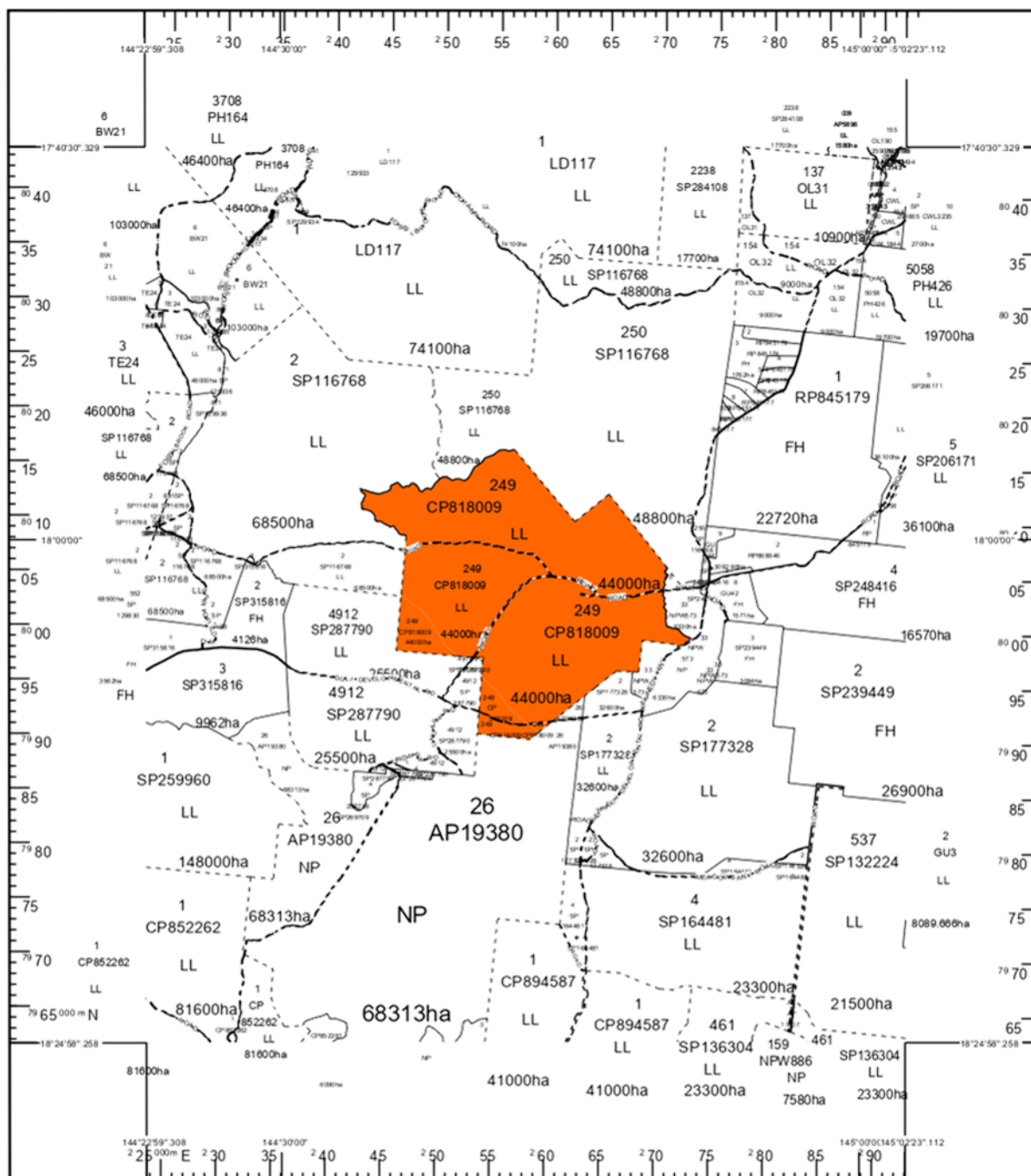
All future correspondence relative to this matter is to be referred to the contact Officer at the address below or by email to [Townsville.SLAMS@dnrme.qld.gov.au](mailto:Townsville.SLAMS@dnrme.qld.gov.au). Any hard copy correspondence received will be electronically scanned and filed. For this reason,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

Please quote reference number 2020/013092 in any future correspondence.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Zoe Tasker', is positioned above the printed name.

Zoe Tasker  
Land Officer



STANDARD MAP NUMBER  
7861-41131

MAP WINDOW POSITION &  
NEAREST LOCATION



#### SUBJECT PARCEL DESCRIPTION

DCDB  
Lot/Plan 249/CP818009  
Area/Volume 44000ha  
Tenure LANDS LEASE  
Local Government ETHERIDGE SHIRE  
Locality MOUNT SURPRISE  
Segment/Parcel 24/17

#### CLIENT SERVICE STANDARDS

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## **Additional Information Page**

### Shading Rules

 Plan Number = CP818009 and Lot Number like 249



**8.3 DJABUGAY TRIBAL ABORIGINAL CORPORATION - MATERIAL CHANGE OF USE - OFFICE, EDUCATIONAL ESTABLISHMENT (TRAINING ROOM & RANGER TRAINING PROGRAM) AND COMMUNITY USE (ART CENTRE & ANCILLARY CAFE) - LOT 1 ON RP728072 - 1458 KENNEDY HIGHWAY, KURANDA - MCU/20/0013**

**Date Prepared:** 1 December 2020

**Author:** Senior Planner

**Attachments:**

1. [Proposal Plans](#) [↓](#)
2. [Queensland Treasury letter dated 28 October 2020](#) [↓](#)
3. [Submissions](#) [↓](#)

#### APPLICATION DETAILS

APPLICATION		PREMISES	
<b>APPLICANT</b>	Djabugay Tribal Aboriginal Corporation	<b>ADDRESS</b>	1458 Kennedy Highway, Kuranda
<b>DATE LODGED</b>	24 September 2020	<b>RPD</b>	Lot 1 on RP728072
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Material Change of Use - Office, Educational Establishment (Training Room & Ranger Training Program) and Community Use (Art Centre & Ancillary Café)		
<b>FILE NO</b>	MCU/20/0013	<b>AREA</b>	13.28 hectares
<b>LODGED BY</b>	Urban Sync	<b>OWNER</b>	Djabugay Tribal Aboriginal Corporation
<b>PLANNING SCHEME</b>	Mareeba Shire Council Planning Scheme 2016		
<b>ZONE</b>	Rural Residential zone (Precinct A)		
<b>LEVEL OF ASSESSMENT</b>	Impact Assessment		
<b>SUBMISSIONS</b>	Six (6)		

#### EXECUTIVE SUMMARY

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

The application is impact assessable and six (6) properly made submissions were received in response to public notification of the application.

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

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

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

**OFFICER'S RECOMMENDATION**

1. That in relation to the following development application:

<b>APPLICATION</b>		<b>PREMISES</b>	
<b>APPLICANT</b>	Djabugay Tribal Aboriginal Corporation	<b>ADDRESS</b>	1458 Kennedy Highway, Kuranda
<b>DATE LODGED</b>	24 September 2020	<b>RPD</b>	Lot 1 on RP728072
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Material Change of Use - Office, Educational Establishment (Training Room & Ranger Training Program) and Community Use (Art Centre & Ancillary Café)		

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

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

And

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

**APPROVED DEVELOPMENT:** Development Permit for Material Change of Use - Office, Educational Establishment (Training Room & Ranger Training Program) and Community Use (Art Centre & Ancillary Café)(B) **APPROVED PLANS:**

<b>Plan/Document Number</b>	<b>Plan/Document Title</b>	<b>Prepared by</b>	<b>Dated</b>
-	Site Plan	-	11/6/2020
-	Existing Office	-	-
20032 A01	Site Plan	Bau Design Architects	18/03/2020
20032 A02	Demolition Plan	Bau Design Architects	19/03/2020
20032 A03	Floor Plan	Bau Design Architects	19/03/2020
20032 A04	Roof Plan	Bau Design Architects	16/03/2020
20032 A05	Elevations	Bau Design Architects	16/03/2020
20032 A06	Elevations	Bau Design Architects	16/03/2020
20032 A07	3D Image	Bau Design Architects	16/03/2020

(C) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

1. Development must be carried out generally in accordance with the approved plans and the facts and circumstances of the use as submitted with the application, subject to any alterations:
  - found necessary by Council's delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering requirements; and
  - to ensure compliance with the following conditions of approval.
2. Timing of Effect
  - 2.1 The conditions of the development permit must be complied with to the satisfaction of Council's delegated officer prior to the commencement of the use, except where specified otherwise in these conditions of approval.
  - 2.2 Prior to the commencement of use, the applicant must demonstrate to Council that all the conditions of the development permit have been complied with, except where specified otherwise in these conditions of approval.
3. General
  - 3.1 The 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 commencement of the use, and at the rate applicable at the time of payment.
  - 3.3 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements (as amended) and to the satisfaction of Council's delegated officer.
  - 3.4 Noise Nuisance

Refrigeration equipment, pumps, compressors and mechanical ventilation systems must be located, designed, screened, installed and maintained to achieve a maximum noise level of 3dB(A) above background levels as measured from noise sensitive locations and a maximum noise level of 8dB(A) above background levels as measured from commercial locations.
  - 3.5 Waste Management

All on site refuse storage area/s must be screened from view from adjoining properties and road reserve by a one (1) metre wide landscaped screening buffer, 1.8m high solid fence or building.
  - 3.6 The development must be carried out in a manner to prevent the spread of weeds, seeds or other pests into clean areas or away from infested areas.

### 3.7 Hours of Operation

The operating hours for the Community Use (Art Centre & Ancillary Café) shall be between 8am and 5:30pm, Monday to Sunday.

- 3.8 Amplified music or loudspeakers of any kind must not be used in association with the approved use, unless in an emergency situation. Ambient music within the Community Use (Art Centre & Ancillary Café) is acceptable provided it is not audible outside the site boundaries.

## 4. Infrastructure Services and Standards

### 4.1 Stormwater Drainage/Water Quality

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

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

### 4.2 Erosion and Sediment Control

The applicant/developer must implement and maintain an Erosion and sediment control (ESC) management plan on-site for the duration of the operational and/or building works, and until all exposed soil areas are permanently stabilised (e.g. turfed, hydro-mulched, concreted, landscaped).

### 4.3 Car Parking/Internal Driveways

The applicant/developer must ensure that the Community Use (Art Centre & Ancillary Café) is provided with five (5) on-site car parking spaces in generally in accordance with Drawing 20032 A01. These car parking spaces, and the access road connecting them to the Kennedy Highway must be concrete, bitumen or asphalt sealed and appropriately drained prior to the commencement of the use and to the satisfaction of Council's delegated officer.

The car parking spaces, and access road must be constructed in compliance with the following standards, to the satisfaction of Council's delegated officer:

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

All other internal roads and car parking areas associated with the approved use must be maintained to a minimum gravelled standard.

### 4.4 Lighting

Where installed, external lighting must be designed and installed in accordance with *AS4282 – Control of the obtrusive effects of outdoor lighting* so as not to cause nuisance to residents or obstruct or distract pedestrian or vehicular traffic.

### 4.5 Water Supply

4.5.1 The Community Use (Art Centre & Ancillary Café) must be connected to the Kuranda reticulated water supply.

A water service connection must be provided to the subject lot in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.

- 4.5.2 All other aspects of the development must be provided with a potable water supply that can satisfy the standards for drinking water set by the Australian Drinking Water Guidelines 6, 2011 (National Health and Medical Research Council and the National Resource Management Ministerial Council).

All non-potable sources of water must be sign posted "non-potable water supply" or similar in order to deter consumption.

4.6 On-site Wastewater Management

All on site effluent disposal associated with the approved use must be in compliance with the latest version of On-Site Domestic Wastewater Management Standard (AS/NZS1547) to the satisfaction of the Council's delegated officer.

Where existing on-site effluent disposal system/s are to be used in association with the approved use, they must be evaluated by a registered site and soil evaluator, and a report lodged with Council outlining compliance with the On-Site Domestic-Wastewater Management Standard (AS/NZS1547:2000) to the satisfaction of Council's delegated officer.

(D) ASSESSMENT MANAGER'S ADVICE

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

(b) Water Meters/Water Service Connection

Prior to the water service connection works commencing and the installation of the meters by Council, an application for a Plumbing Compliance Permit is required to be submitted with detailed hydraulic drawings. The cost of the required water connection and meter (capping of any existing meter may be required) will be determined based upon the approved hydraulic drawings at the time of lodgement of a Water Quotation Request.

(c) Food Premises

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

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

(e) Compliance with applicable codes/policies

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

(f) Compliance with Acts and Regulations

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

(g) Environmental Protection and Biodiversity Conservation Act 1999

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

(h) Cultural Heritage

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

(E) REFERRAL AGENCY CONDITIONS

Queensland Treasury conditions dated 28 October 2020.

(F) RELEVANT PERIOD

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

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

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

- Development Permit for Building Work

(H) OTHER APPROVALS REQUIRED FROM COUNCIL

- Compliance Permit for Plumbing and Drainage Work

**THE SITE**

The subject site is situated at 1458 Kennedy Highway, Kuranda, and is described as Lot 1 on RP728072. The site is irregular in shape, has an area of 13.28 hectares and is zoned Rural Residential under the Mareeba Shire Council Planning Scheme 2016.

The site has approximately 455 metres of frontage to Kennedy Highway. The relevant section of the Kennedy Highway is two (2) lane, 16 metre wide sealed carriage way within a varying road reserve width of approximately 60-70 metres. Access to the site is obtained directly off the Kennedy Highway.

The site is currently operating as the Djabugay Tribal Aboriginal Corporation Office and Ranger Program Base, as well as the Work for the Dole Horticultural Program. These uses are proposed to continue to operate from the site.

The site is improved with several existing buildings, including two (2) dwelling houses, storage/maintenance sheds, a greenhouse, water tanks, and an on-site effluent trench system. Fruit and vegetable orchards are also established.

The topography of the site varies considerably. The north-western portion of the site is heavily vegetated and includes an unnamed waterway, of which is the lowest point of the site. From the waterway, the topography begins to rise gradually towards the east through to the front and rear property boundaries. There is an unnamed waterway that bisects the rear of the site.

The rear, western portion (rear and southern side boundary) of the site contains dense vegetation located on and around the waterway while the north-eastern (northern side and front boundary) portion also contains dense vegetation. There is also an existing hobby farm on-site which is utilised as part of the Horticulture program and consists of small vegetable and fruit gardens and lychee trees.

This site is serviced by water tanks and is not connected to Council's reticulated water infrastructure. However, there is an existing water main that runs parallel to the sites frontage which can be utilized.

The site is also not connected to Council's reticulated sewerage infrastructure and utilizes an existing on-site trenching system.

Stormwater from the site appears to be discharged via sheet flow to the existing waterway towards the rear of the site or to the north, north-east of the site.

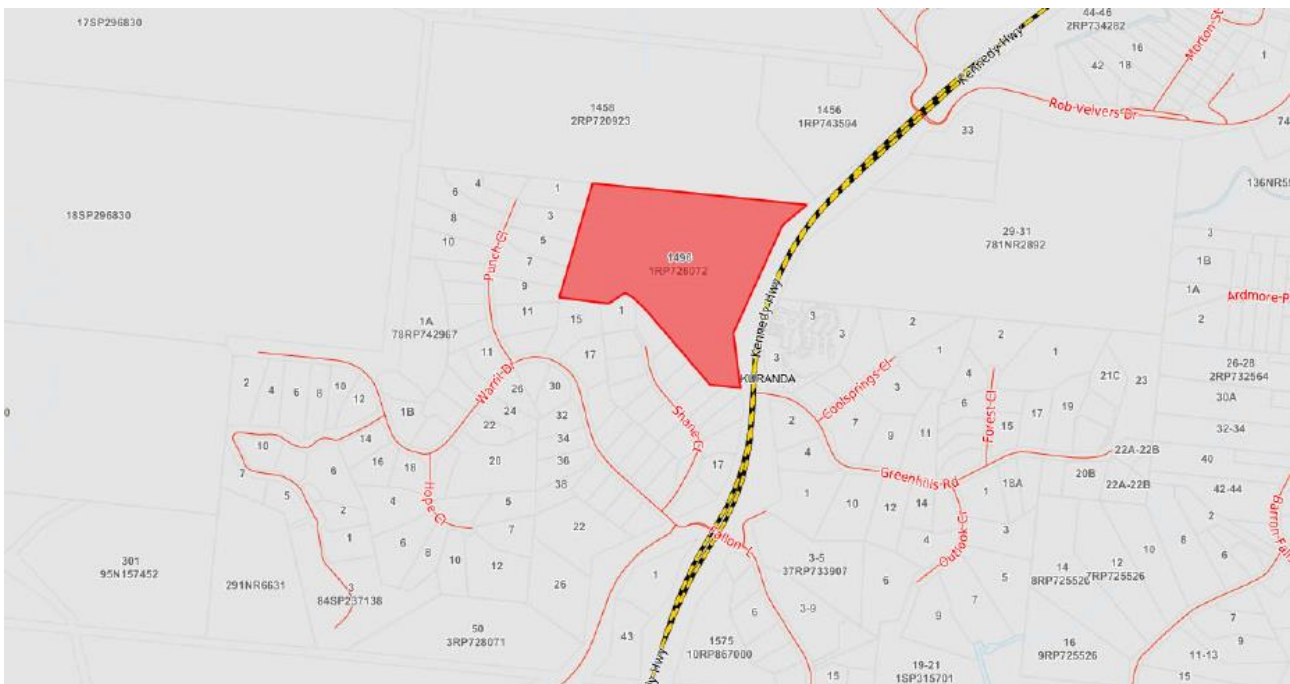
The site will continue to utilize the existing telecommunications and electricity connections existing on-site.





**Map Disclaimer:**

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



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**BACKGROUND AND CONTEXT**

Nil

**PREVIOUS APPLICATIONS & APPROVALS**

Nil

**DESCRIPTION OF PROPOSED DEVELOPMENT**

The development application seeks a Development Permit for Material Change of Use - Office, Educational Establishment (Training Room & Ranger Training Program) and Community Use (Art Centre & Ancillary Café) in accordance with the plans shown in **Attachment 1**.

The site is currently being utilised for the Djabugay Tribal Aboriginal Corporation Office and Ranger Program base, as well as the Work for the Dole Horticultural Program. These uses are proposed to continue operating from the site and are non-commercial and not for profit. No additions or alterations are proposed to the existing Corporation Office building.

It has been unable to be determined that these existing activities have the required statutory planning approvals and as a result, this development application includes these uses to ensure they are lawful.

The project will also involve the partial demolition and extension of the existing dwelling house on the site to allow for the establishment of the Djabugay Art Centre which will showcase local aboriginal art with an ancillary café proposed to service visitors of the Art Centre.

The applicant has provided the following breakdown of each activity:

- **Community Use (Art Centre & Ancillary Cafe)**

The Art Centre will have a total area of approximately 160m<sup>2</sup> and include an outdoor public deck area covered by several shade sails to accommodate guests and provide protection from the weather.

The Art Centre and Cafe will:

- Operate from Monday to Sunday, 8:00am - 5:30pm;
- Have a maximum amount of four (4) staff on-site at any given time; and
- Is anticipated to accommodate a maximum of between 80 and 160 people per day.

- **Office (Corporation Office)**

The Corporation Office currently manages operations and administration of the three (3) Tribal Aboriginal Corporation and offers minimal public interaction (no on-site public services). Upon the establishment of the Art Centre, the Corporation Office will then also provide administration support to the art centre digitally across the internet. Very minimal physical movements between the Corporation Office and Art Centre will be undertaken.

The Corporation Office currently:

- Has 11 staff in total. Six (6) of which are employed full time, and five (5) part-time employees;
- Operates from 8:30am to 5:30pm from Monday to Friday with some services offered over the weekend (albeit minor).

- **Educational Establishment (Training Room)**

The training room is currently operating from one (1) of the rooms within the Corporation Office, but is proposed to be relocated to the 'Training Room' of the Art Centre identified on the Design Plans in Attachment 1.

As of current, the training room:

- Provides in-house training for up to eight (8) people approximately 2-3 times a year;
- Provides Language Workshops for Rangers for up to six (6) people once each week in two (2) hour sessions;
- Provides professional development activities for staff approximately 2-3 times per year; and
- Provides Conservation and Land Management Workshops.

Once the Art Centre is fully established and operational, the training room will also:

- Provide Visual Art workshops for up to 15 people; and
- Provide arts industry professional development workshops for up to 15 people.

The exact days and times for these proposed training programs are yet to be confirmed and will be determined based on interest.

Water supply for the existing site is provided by large rainwater tanks. These tanks will continue to service the farm and corporation office. The Art Centre/Educational Establishment will be connected to the Kuranda reticulated water supply.

The subject site is not within a reticulated sewerage area. The proposed development will be serviced by on-site effluent disposal.

The site is already connected to electricity and telecommunications infrastructure and the proposed development will continue to utilise these existing arrangements.

Stormwater from the development will continue to be collected and discharged to a lawful point of discharge under the existing on-site arrangements.

No earthworks are required or proposed to facilitate the development. An Erosion and Sediment Control Plan will be prepared prior to construction.

The existing access off the Kennedy Highway to the site is proposed to be upgraded as per DTMR's requirements.

All access and internal roadways/driveways will be upgraded and will be continually maintained and graded with suitable gravel and road base materials.

Car Parking will be provided as follows:

- Five (5) formal car parking spaces will be provided to facilitate the Art Centre (Community Use); and
- Informal car parking spaces in the defined overflow areas will accommodate the existing Office use as well as the Educational Establishment land use on-site.

## **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. Kuranda is identified as a Village

Activity Centre in the Regional Plan. The Regional Plan Map 3- 'Areas of Ecological Significance' also identifies the site is:

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

## PLANNING SCHEME DESIGNATIONS

Strategic Framework:	<b>Land Use Categories</b> <ul style="list-style-type: none"> <li>• Rural Residential Area</li> </ul> <b>Natural Environment Elements</b> <ul style="list-style-type: none"> <li>• Biodiversity Areas</li> </ul> <b>Transport Elements</b> <ul style="list-style-type: none"> <li>• State Controlled Road</li> <li>• Principal Cycle Routes</li> </ul>
Zone:	Rural Residential zone
Precinct:	Precinct A
Overlays:	Airport environs overlay Environmental significance overlay Hill and slope overlay Scenic amenity overlay Transport infrastructure overlay

## Planning Scheme Definitions

The proposed use is defined as:

<b>Column 1 Use</b>	<b>Column 2 Definition</b>	<b>Column 3 Examples include</b>	<b>Column 4 Does not include the following examples</b>
Community use	Premises used for providing artistic, social or cultural facilities and community support services to the public and may include the ancillary preparation and provision of food and drink.	Art gallery, community centre, community hall, library, museum	Cinema, club, hotel, nightclub entertainment facility, place of worship
Educational establishment	Premises used for training and instruction designed to impart knowledge and develop skills.  The use may include outside hours school care for students or on-site student accommodation.	Pre-preparatory, preparatory and primary school, secondary school, special education, college, university, technical institute, outdoor education centres	Child care centre, home based child care, family day care

Office	<p>Premises used for an administrative, secretarial or management service or the practice of a profession, whereon goods or materials are made, sold or hired and where the principal activity provides for one or more of the following:</p> <ul style="list-style-type: none"> <li>• business or professional advice</li> <li>• service of goods that are not physically on the premises</li> <li>• office based administrative functions of an organisation.</li> </ul>	Bank, real estate agent, administration building	Home based business, home office, shop, outdoor sales
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## 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

- (4) *Rural residential areas are intended to support rural residential development of varying densities, to prevent further fragmentation and alienation of rural areas, conservation areas and biodiversity areas within the regional landscape. Rural residential areas predominantly maintain the current density of development, with infill subdivision of rural residential areas generally limited to identified areas where consistent with the desired character and where adequate services and infrastructure are available or can be adequately and cost-effectively provided.*

Comment

The application does not propose the further subdivision of the site. The development is small scale considering the 13.28 hectare area of the site. The proposed development can be reasonably carried out on site without adverse impact on the surrounding locality.

*3.3.4 Element - Village activity centre**3.3.4.1 Specific outcomes*

- (1) Kuranda, as the village activity centre for Mareeba Shire, accommodates services, arts and cultural facilities, sports and recreation facilities, business and employment uses to support the village and its constituent surrounding rural and rural residential communities.*
- (2) The Kuranda Village continues as a premier tourist destination of Far North Queensland as the 'Village in the Rainforest', supported by a growing arts economy. Its positioning and access to the Cairns tourism base (including international and domestic airports) will continue to support a significant local tourist economy, as well as making it a lifestyle destination for new residents.*

Comment

The proposed development includes an art gallery and training for indigenous rangers. Both aspects will contribute towards employment and tourism within the Kuranda village activity centre.

*3.3.10 Element - Rural residential areas**3.3.10.1 Specific outcomes*

- (6) Small scale non-residential and tourism uses which do not impact on character and amenity are facilitated in rural residential areas.*

Comment

Complies. The proposed development is a small scale non-residential and tourism use.

The character of the development, the separation distances to adjoining uses and the density on vegetation around the boundaries means that the development can be carried out without adverse impact on surrounding uses.

*3.3.15 Element - Indigenous communities**3.3.15.1 Specific outcomes*

- (2) The aspirations of Indigenous communities to return to their traditional country, facilitated through the development of interpretive tourism and rural based economic development, are realised in appropriate locations.*

Comment

The proposed development will comply.

#### 3.4.4 Element - Biodiversity areas

##### 3.4.4.1 Specific outcomes

- (1) *Development avoids adverse impacts on the ecological values of biodiversity areas and where avoidance is not possible the adverse impacts are minimised and, for an area of high ecological significance, no net loss in biodiversity values is achieved.*

##### Comment

The proposed development will involve the reuse of existing buildings and very minor building/external works. No clearing of vegetation is proposed, and all development is sited well away from the mapped biodiversity area.

#### 3.4.5 Element - Strategic rehabilitation and ecological corridors

##### 3.4.5.1 Specific outcomes

- (1) *Ecological corridors are major existing habitat corridors that link key biodiversity areas within Mareeba Shire and greater Far North Queensland region. Development does not compromise the habitat connectivity of ecological corridors.*

##### Comment

The proposed development will involve the reuse of existing buildings and very minor building/external works. No clearing of vegetation is proposed.

#### 3.4.6 Element - Watercourses and wetlands

##### 3.4.6.1 Specific outcomes

- (1) *Hydrological flows, riparian ecology and ecosystem services of watercourses and wetlands are maintained, protected and enhanced.*
- (5) *Where development occurs on land including and adjoining watercourses and wetlands it provides appropriate setbacks and buffers and enhances these areas through revegetation.*

##### Comment

The proposed development is setback over 200 metres from the nearest mapped waterway.

The development will not interfere with hydrological flows, nor will it involve activities likely to impact on water quality.

#### 3.4.8 Element - Air and noise quality

##### 3.4.8.1 Specific outcomes

- (1) *The health, well-being, amenity and safety of the community and the environment is protected from the impacts of air emissions, noise and odour through appropriate management and adequate separation distances.*

Comment

Submitters have raised concerns about ongoing noise nuisance (amplified music and shouting/anti-social behaviour etc) associated with established use. When such noise nuisance occurs, it should be reported to the police for action.

This planning assessment is an assessment of the likely noise associated with the proposed new uses. None of the proposed uses are likely to generate nuisance level noise.

Similarly, the proposed development is unlikely to result in air emissions.

### 3.5.4 Element - Scenic amenity

#### 3.5.4.1 Specific outcomes

- (1) *Areas of high scenic amenity (such as scenic routes) are protected from development which is visually inappropriate, obtrusive, unattractive or insensitive. Scenic routes include:*
  - (a) *Great Tropical Drive;*
  - (b) *Savannah Way;*
  - (c) *Wheelbarrow Way;*
  - (d) *Black Mountain Road;*
  - (e) *Barron Falls Road;*
  - (f) *The Great Inland Way;*
  - (g) *Kuranda Range; and*
  - (h) *Rex Range*
- (2) *Development ensures scenic amenity values are maintained through sensitive location, design, materials, colour schemes, scale, minimising earthworks and retention of native vegetation.*
- (3) *Forested hill slopes which are visible from scenic routes and residential areas are maintained in their natural state in recognition of their contribution to the shire's scenic amenity.*

Comment

The proposed development will involve the reuse of existing buildings and very minor building/external works. No clearing of vegetation is proposed.

There will be no detrimental impact on scenic amenity.

### 3.5.6 Element - Community facilities

#### 3.5.6.1 Specific outcomes

- (1) *The development and reuse of cultural facilities and precincts is:*
  - (a) *compatible with the surrounding area;*
  - (b) *provided with a high level of amenity and safety for users of the site;*
  - (c) *located to be easily accessible to the majority of residents*

Comment

The proposed development complies.

### 3.7.9 Element - Education, research, culture and the arts

#### 3.7.9.1 Specific outcomes

- (1) *Development complements and provides for improved access to important education, research, cultural and arts facilities.*
- (2) *Education, research, cultural and arts facilities are protected from development that will adversely impact on their operations or constrain further development*
- (3) *New education, research, cultural and arts facilities are established in appropriate, accessible, safe and well serviced locations within Mareeba Shire.*

#### Comment

The development will involve a new art centre which will allow for improved access to culture/arts facilities for residents and visitors of the shire.

There are no surrounding land uses that will impact on the operation of the development, nor will the development constrain the ability of the site to be utilised for rural residential development in the future.

The site is accessed directly off the Kennedy Highway (State-controlled Road) and hence, the site is considered to be highly accessible for the customer base it intends to serve

#### **Relevant Developments Codes**

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

- 6.2.10 Rural residential zone code
- 7.2.1 Kuranda local plan code
- 8.2.2 Airport environs overlay code
- 8.2.4 Environmental significance overlay code
- 8.2.8 Hill and slope overlay code
- 8.2.11 Scenic amenity overlay code
- 9.3.2 Commercial activities code
- 9.3.3 Community activities code
- 9.4.2 Landscaping code
- 9.4.3 Parking and access code
- 9.4.5 Works, services and infrastructure code

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

Relevant Codes	Comments
Rural residential zone code	<p>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, apart from the following:</p> <ul style="list-style-type: none"> <li>▪ Acceptable Outcome AO3</li> </ul>



	It is considered that the development can comply with the higher order PO3 in this instance. Refer to discussion at the end of this report.
Kuranda local plan code	The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcome where no acceptable outcome is provided) contained within the code.
Airport environs overlay code	The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcome where no acceptable outcome is provided) contained within the code.
Environmental significance overlay code	The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcome where no acceptable outcome is provided) contained within the code.
Hill and slope overlay code	The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcome where no acceptable outcome is provided) contained within the code.
Scenic amenity overlay code	The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcome where no acceptable outcome is provided) contained within the code.
Commercial activities code	The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcome where no acceptable outcome is provided) contained within the code.
Community activities code	<p>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, apart from the following:</p> <ul style="list-style-type: none"> <li>▪ Acceptable Outcome AO1</li> </ul> <p>It is considered that the development can comply with the higher order PO1 in this instance. Refer to discussion at the end of this report.</p>
Landscaping code	The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcome where no acceptable outcome is provided) contained within the code.
Parking and access 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, apart from the following:

	<ul style="list-style-type: none"> <li>▪ Acceptable Outcome AO1</li> <li>▪ Acceptable Outcome A03</li> </ul> <p>It is considered that the development can comply with the higher order PO1 and PO3 in this instance. Refer to discussion at the end of this report.</p>
Works, services and infrastructure code	The application complies or can be conditioned to comply with the relevant acceptable outcomes (or performance outcome where no acceptable outcome is provided) contained within the code.

### **(D) Planning Scheme Policies**

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

A condition would be attached to any approval requiring all development works to be designed and constructed to FNQROC Development Manual standards, to the satisfaction of Council's delegated officer.

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

No additional charge is payable under Adopted Infrastructure Charges Resolution (No.1) 2020 as the credit applicable for the existing dwelling exceeds the charges that would be payable for the new uses.

### **REFERRAL AGENCY**

The application triggered referral to the State Assessment and Referral Agency as a Concurrence Agency (SARA - State-controlled road).

That Department advised in a letter dated 28 October 2020 that they require the conditions to be attached to any approval (**Attachment 2**).

### **Internal Consultation**

Technical Services

### **PUBLIC NOTIFICATION**

The development proposal was placed on public notification from 23 October 2020 to 13 November 2020. The applicant submitted the notice of compliance on 16 November 2020 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

Six (6) properly made submissions were received.

The grounds for objection/support are summarised and commented on below:

Grounds for objection /support	Comment
The adequacy of the onsite effluent disposal system to accept the additional waste should be investigated.	Agreed. The development will be conditioned to comply.
Additional trees should be planted downslope of the discharge point to filter possible outflows.	Any onsite effluent disposal improvements will be determined during the assessment of the existing system and design of any new/upgrade effluent disposal system.
Appropriate sediment and erosion controls should be in place during construction.	Agreed. The development will be conditioned to comply.
Oppose development due to intrusive noise levels generated in the past.	<p>Multiple submitters have raised concerns about ongoing noise nuisance (amplified music and shouting/anti-social behaviour etc) associated with established use. When such noise nuisance occurs, it should be reported to the police for action.</p> <p>This planning assessment is an assessment of the likely noise associated with the proposed new uses.</p> <p>None of the proposed uses is likely to generate nuisance level noise.</p>
Proposed art gallery/café makes no sense practically or economically and may become a venue for social functions.	The viability of this development is a matter for the applicants to determine. Should the project be unsuccessful, the buildings can easily be modified back to their predevelopment state and use.
The Kennedy Highway access needs upgrading.	An upgrade to the Kennedy Highway and the site's access has been conditioned by Queensland Treasury, on behalf of DTMR.
Internal roadways should be paved to prevent wet weather problems and dry weather dust nuisance.	Agreed is part. The access into the site and the five (5) car parking spaces for the art gallery should be sealed to prevent the issues described by the submitter.
If approved, the premises should be strictly used for an art gallery and training facility and not used for social functions.	If approved, Council will only be approving the development as outlined in this application. This does not include using the art gallery for other assessable land uses.
The hours of operation should be the same as the Kuranda Village - 9:00am to 3:00pm.	The Kuranda Village does not have set hours of operation. The hours of operation in the Kuranda Village are at the discretion of the individual business owners.
No amplified talk or music should be allowed at any time.	The development will be appropriately conditioned.

**Submitters**

<b>Name of Principal submitter</b>	<b>Address</b>
1. Kuranda Envirocare Inc	PO Box 494, Kuranda 4881
2. (Petition 40 signatories) K Parsons	11 Shane Court, Kuranda 4881
3. A Kempe & K Shimizu	3 Punch Close, Kuranda 4881
4. P Cohen	Punch Close, Kuranda 4881
5. D Pollock	3 Shane Court, Kuranda 4881
6. G Resta	5 Shane Court, Kuranda 4881

**PLANNING DISCUSSION**

Compliance with the higher order performance outcomes of the Rural residential zone code, the Community activities code and the Parking and access code is discussed below:

**Rural Residential Zone Code - Siting****PO3**

*Development is sited in a manner that considers and respects:*

- (a) the siting and use of adjoining premises;*
- (b) access to sunlight and daylight for the site and adjoining sites;*
- (c) privacy and overlooking;*
- (d) opportunities for casual surveillance of adjoining public spaces;*
- (e) air circulation and access to natural breezes;*
- (f) appearance of building bulk; and*
- (g) relationship with road corridors.*

**A03**

*Buildings and structures include a minimum setback of:*

- (a) 40 metres from a frontage to a State-controlled Road;*
- (b) 6 metres from a frontage to any other road;*
- (c) 10 metres from a boundary to an adjoining lot in the 2 hectare precinct, 1 hectare precinct or the Rural zone or Conservation zone;*
- (d) 5 metres from a boundary to an adjoining lot in the 4,000m<sup>2</sup> precinct; and*
- (e) 3 metres from a side or rear boundary otherwise.*

**Comment**

Due to the width of the State-controlled road reserve (Kennedy Highway), the development does not achieve the 40 metre setback.

Notwithstanding, the development is still 50 metres from the actual Kennedy Highway road pavement.

An assessment of the development has been carried out against Performance Outcome PO3.

- (a) The development will be located approximately 150m from the nearest adjoining use. Dense vegetation remains around the proposed development providing additional screening;
- (b) The office and art centre/educational establishment will both be established in existing buildings, separated by approximately 100 metres. The development will not adversely impact on access to sunlight and daylight.
- (c) The development will be located approximately 150m from the nearest adjoining use. Dense vegetation remains around the proposed development providing additional screening. The development does not impact on privacy or overlooking;
- (d) The proposed development does not change the opportunities for casual surveillance;
- (e) The development will involve the conversion/use of existing buildings with minor external alterations. Air circulation and breezes will not be detrimentally impacted by the development;
- (f) The development's buildings are single storey and will be screened from view from the road; and
- (g) The development will involve the upgrade to the State-controlled Road (Kennedy Highway) to ensure that the traffic generated by the development can be suitably accommodated.

The development complies with PO3.

### **Community Activities Code - Amenity and Privacy**

#### **PO1**

*Community activities are appropriately located and designed to avoid adverse impacts on sensitive uses related to:*

- (a) *noise;*
- (b) *lighting; and*
- (c) *overlooking.*

*Note—These provisions apply to any adjoining sensitive use, both on an adjoining site and on the same site as the Community activity.*

#### **AO1**

*Along any common boundary with a sensitive land use, development incorporates:*

- (a) *a 1.8 metre high solid screen fence; and*
- (b) *screening to windows which:*
  - (i) *face the boundary;*
  - (ii) *have a sill height less than 1.5 metres; and*
  - (iii) *are not wholly screened by the boundary fence*

#### **Comment**

An assessment of the development has been carried out against Performance Outcome PO1.

- (a) Submitters have raised concerns about ongoing noise nuisance (amplified music and shouting/anti-social behaviour etc) associated with established use. When such noise nuisance occurs, it should be reported to the police for action.

This planning assessment is an assessment of the likely noise associated with the proposed new uses.

None of the proposed uses is likely to generate nuisance level noise.

- (b) Lighting will be conditioned to comply.
- (c) The development will be located approximately 150m from the nearest adjoining use. Dense vegetation remains around the proposed development providing additional screening. The development does not impact on privacy or overlooking.

The development complies with PO1.

### **Parking and Access Code - Car Parking Spaces**

#### **PO1**

*Development provides sufficient car parking to accommodate the demand likely to be generated by the use, having regard to the:*

- (a) nature of the use;*
- (b) location of the site;*
- (c) proximity of the use to public transport services;*
- (d) availability of active transport infrastructure; and*
- (e) accessibility of the use to all members of the community.*

#### **AO1**

*The number of car parking spaces provided for the use is in accordance with **Table 9.4.3.3B**.*

*Note—Car parking spaces provided for persons with a disability are to be considered in determining compliance with AO1.*

### **Comment**

The applicant proposes an alternative solution to comply with PO1.

The applicant advises that the office aspect has been operating for several years and strictly manages the operations and administration of the three (3) Tribal Aboriginal Corporations and offers minimal public interaction (no on-site public services).

Table 9.4.3.3.B would require three (3) car parking spaces for the 63m<sup>2</sup> GFA of the office.

The applicant proposes that due to the office use being existing and accommodating only staff members, formal car parking spaces should not be required for the office as the subject land has sufficient area to accommodate the required three (3) car parking spaces.

The educational establishment has also been operating from the office and is proposed to be relocated to a single room of the art centre comprising 19.2m<sup>2</sup> GFA.

The educational establishment (Training Room) comprises one (1) teacher and a maximum of 15 people. Table 9.4.3.3.B would require three (3) car parks.

As with the office use, the educational establishment use is already occurring on site.

Due to the infrequency of classes (1 per week), the applicant is not proposing any formal car parking spaces be provided, instead, it is proposed that mini-buses and/or private vehicles can utilise the overflow area for informal parking when classes take place.

Table 9.4.3.3.B calls for five (5) car parking spaces for the art centre aspect.

Five (5) formal car parking spaces are proposed.

The applicant's proposal for on-site car parking are sufficient to accommodate the likely demand and not result in off-site impacts.

**PO3**

*Access, manoeuvring and car parking areas include appropriate pavement treatments having regard to:*

- (a) the intensity of anticipated vehicle movements;*
- (b) the nature of the use that they service; and*
- (c) the character of the surrounding locality.*

**A03**

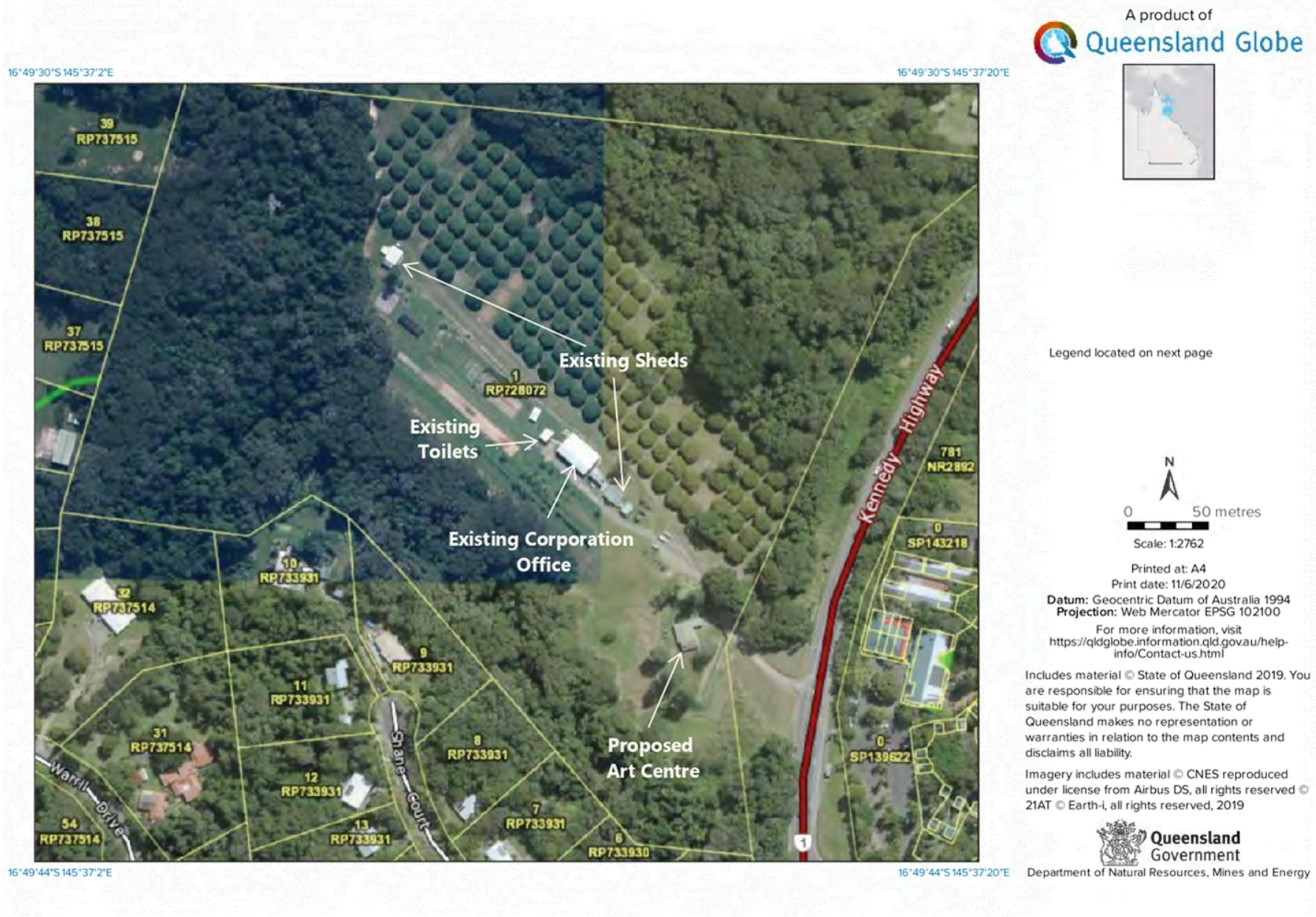
*Access, manoeuvring and car parking areas include pavements that are constructed in accordance with **Table 9.4.3.3C**.*

Comment

Whilst the site is zoned Rural Residential, it maintains the character of a rural lot.

It proposed that the access driveway up to and including the five (5) formal car parking spaces be constructed and sealed.

The remainder of the site, including the informal overflow carparking areas be left as grassed and gravel surface.

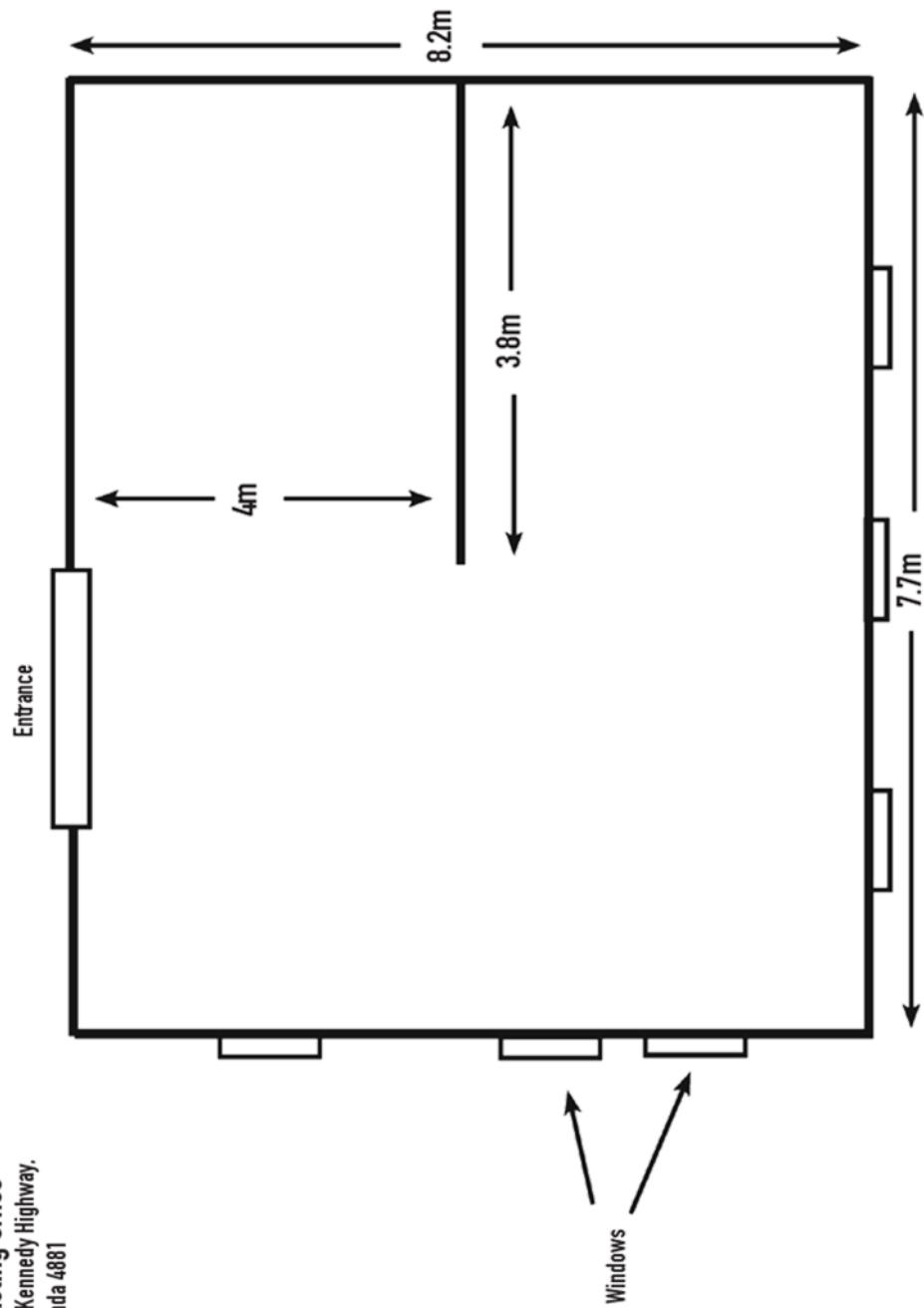




Not To Scale

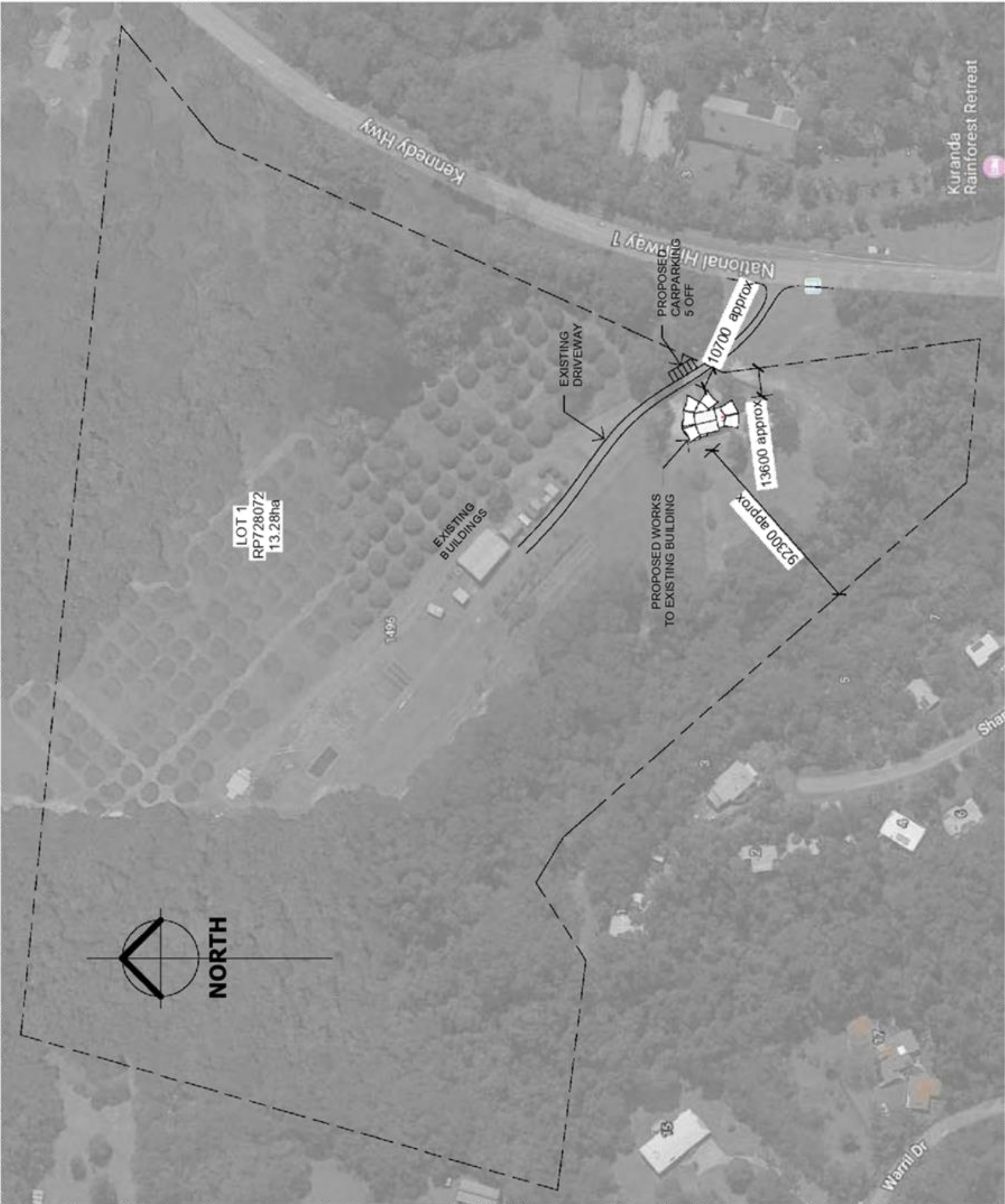
**Diabugay Aboriginal Corporations**

**- Existing Office**  
1496 Kennedy Highway,  
Kuranda 4881



Sheet Number	Sheet Name	Issue
A01	Site Plan	2
A02	Demolition Plan	2
A03	Floor Plan	2
A04	Roof Plan	1
A05	Elevations	1
A06	Elevations	1
A07	3D image	1

**bau design**  
**architects**  
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**bau design**  
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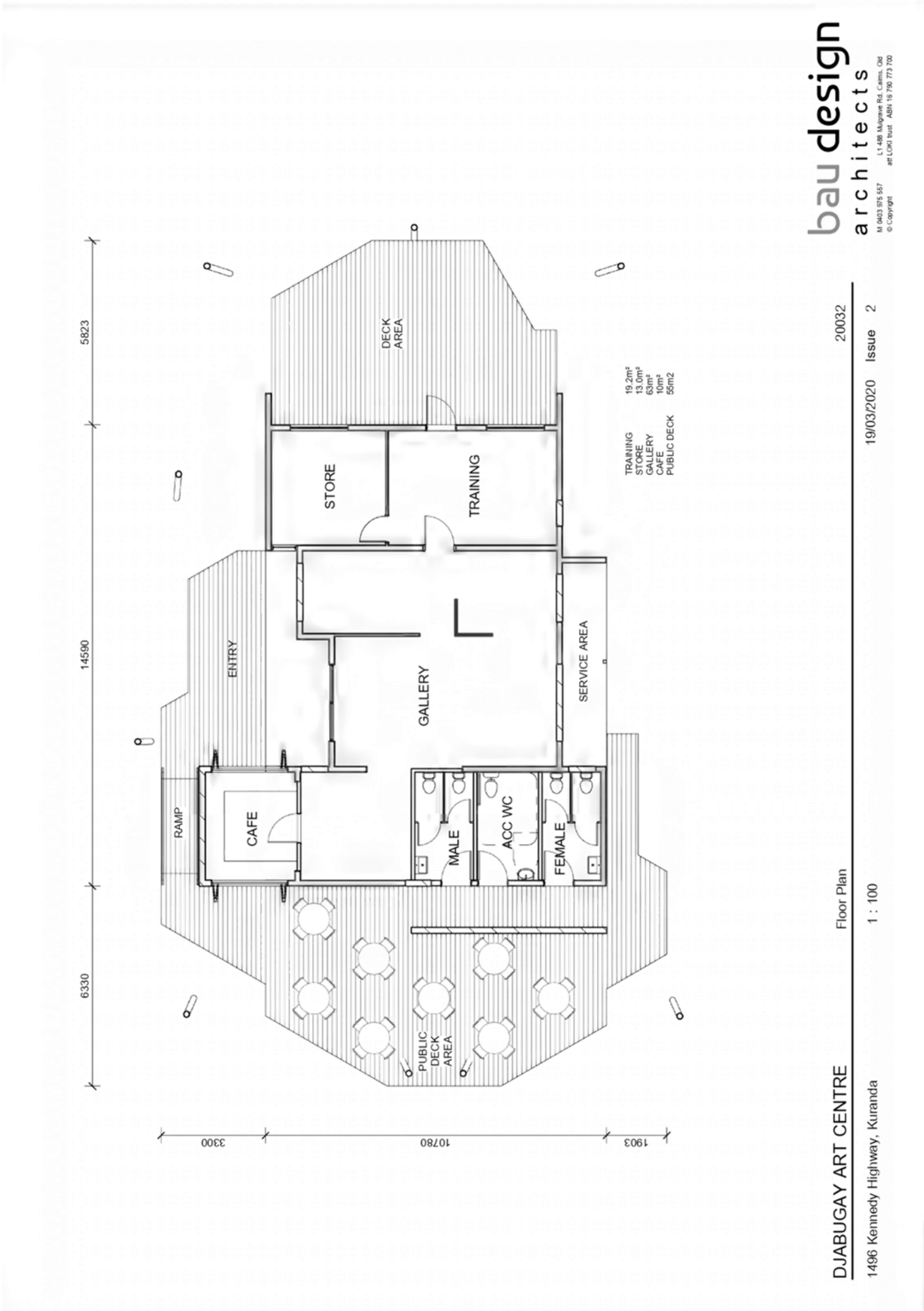
19/03/2020 Issue 2

Demolition Plan

1 : 100

**DJABUGAY ART CENTRE**  
1496 Kennedy Highway, Kuranda





**bau design**  
**architects**  
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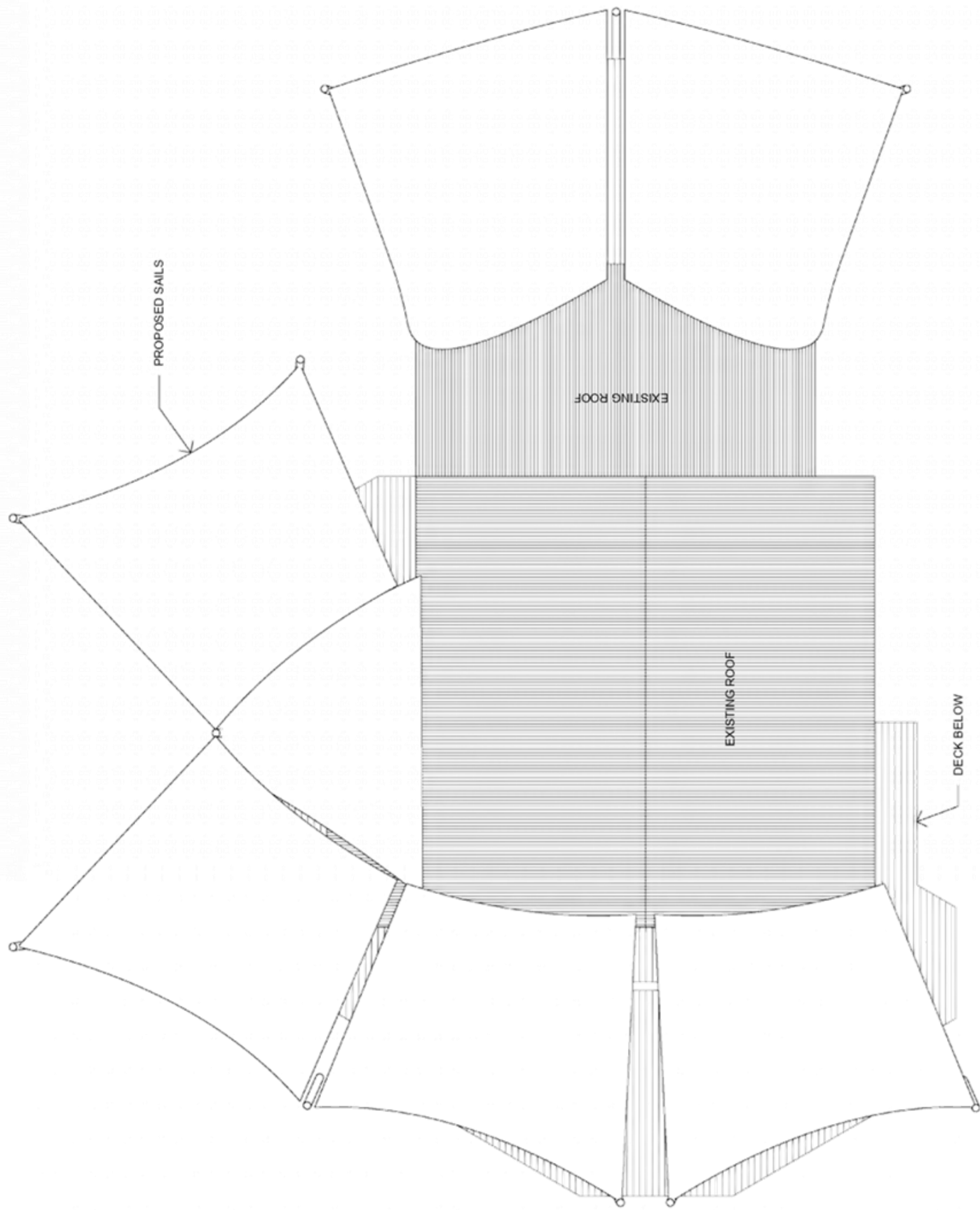
19/03/2020 Issue 2

Floor Plan

1 : 100

DJABUGAY ART CENTRE

1496 Kennedy Highway, Kuranda



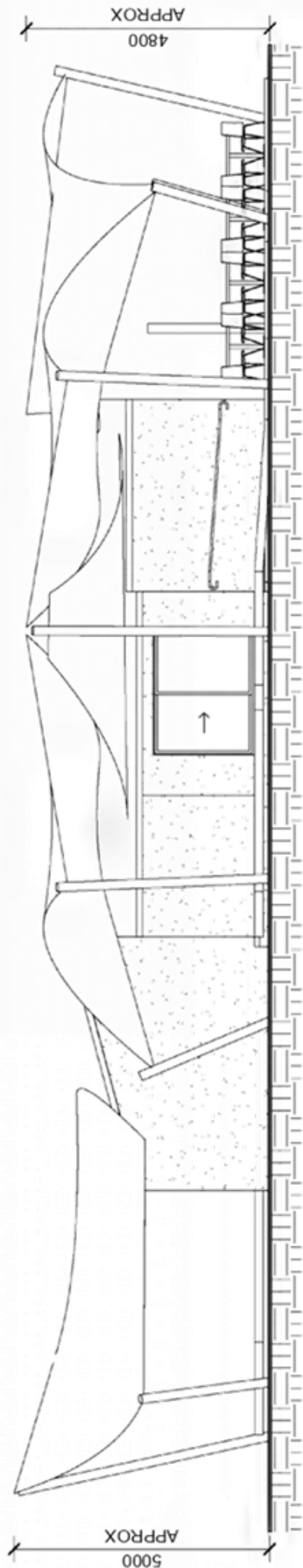
DJABUGAY ART CENTRE  
1496 Kennedy Highway, Kuranda

Roof Plan  
1 : 100

16/03/2020 Issue 1

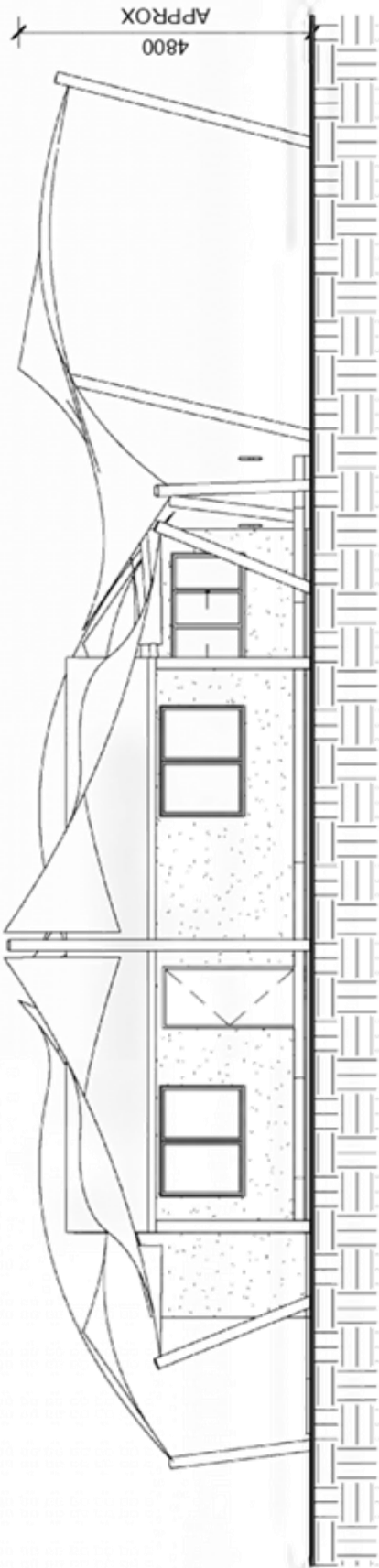
20032

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**architects**  
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at LOKI trust ABN 16 790 773 700



EAST ELEVATION

1 : 100

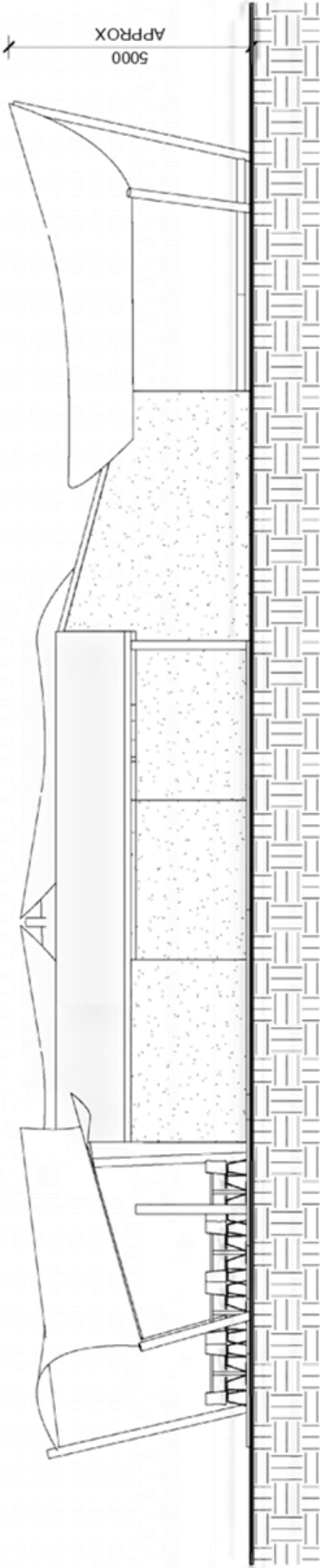


SOUTH ELEVATION

1 : 100

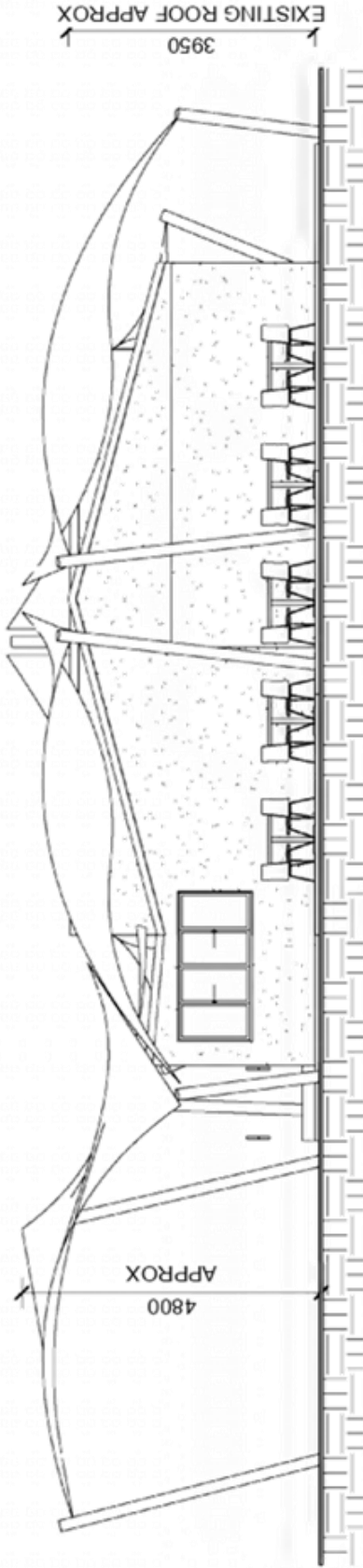
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DJABUGAY ART CENTRE	Elevations	20032
1496 Kennedy Highway, Kuranda	1 : 100	16/03/2020 Issue 1



WEST ELEVATION

1 : 100



NORTH ELEVATION

1 : 100

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**architects**  
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at LOKI trust ABN 16 790 773 700

20032  
16/03/2020 Issue 1

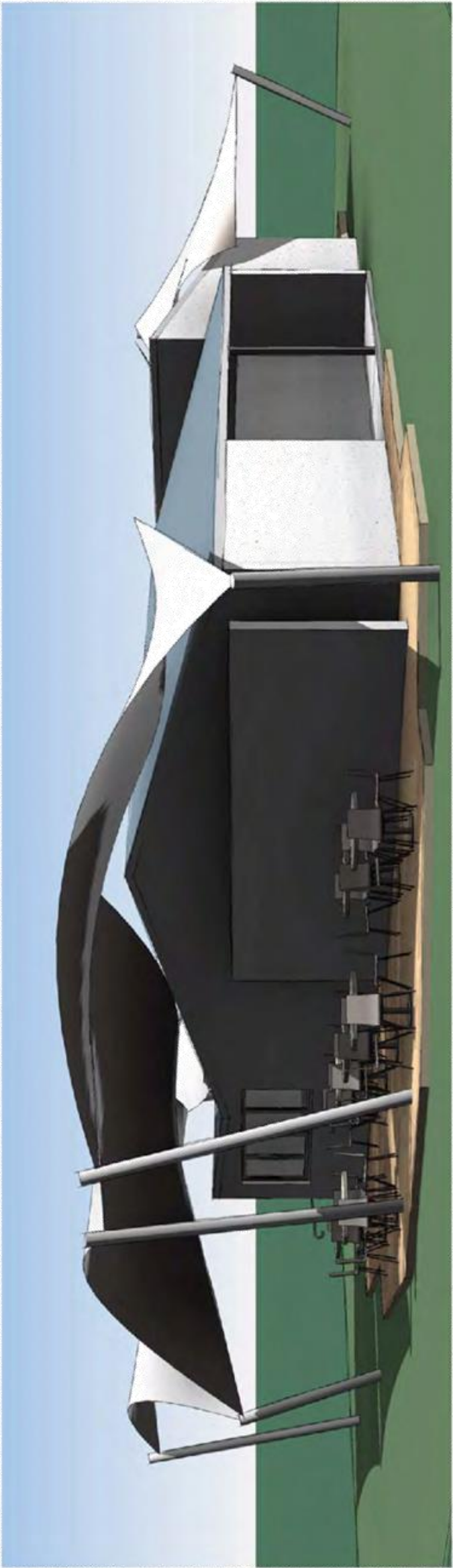
Elevations  
1 : 100

DJABUGAY ART CENTRE  
1496 Kennedy Highway, Kuranda





Southern View



Northern View

DJABUGAY ART CENTRE  
1496 Kennedy Highway, Kuranda

3D image

20032

16/03/2020 Issue 1

**bau design**  
**architects**  
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art LOKI trust ABN 16 790 773 700



RA6-N



Queensland Treasury

SARA reference: 2009-18958 SRA  
Council reference: MCU/20/0013  
Applicant reference: 19-517

28 October 2020

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

Attention: Carl Ewin

Dear Sir/Madam

## **SARA response—Material Change of Use, Djabugay Tribal Aboriginal Corporation, 1458 Kennedy Highway, Kuranda**

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

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 30 September 2020.

### **Response**

Outcome:	Referral agency response – with conditions.
Date of response:	28 October 2020
Conditions:	The conditions in <b>Attachment 1</b> must be attached to any development approval.
Advice:	Advice to the applicant is in <b>Attachment 2</b> .
Reasons:	The reasons for the referral agency response are in <b>Attachment 3</b> .

### **Development details**

Description:	Development permit	Material Change of Use for an Office, Educational Establishment (Training Room & Ranger Training Program) and Community Use (Art Centre & Ancillary Cafe)
SARA role:	Referral Agency.	

Page 1 of 7

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

SARA trigger: **Schedule 10, Part 9, Division 4, Subdivision 2, Table 4** (Planning Regulation 2017)  
Material change of use within 25m of a state-controlled road

SARA reference: 2009-18958 SRA

Assessment Manager: Mareeba Shire Council

Street address: 1458 Kennedy Highway, Kuranda

Real property description: Lot 1 on RP728072

Applicant name: Djabugay Tribal Aboriginal Corporation ICN 1536

Applicant contact details: C/- Urban Sync Pty Ltd  
PO Box 2970  
Cairns QLD 4870  
justin@urbansync.com.au

State-controlled road access permit: This referral included an application for a road access location, under section 62A(2) of *Transport Infrastructure Act 1994*. Below are the details of the decision:

- Approved
- Reference: TMR20-03127 (500-1493)
- Date: 23 October 2020

If you are seeking further information on the road access permit, please contact the Department of Transport and Main Roads at ron.p.kaden@tmr.qld.gov.au or on (07) 4045 7151.

## Representations

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

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

For further information please contact Anthony Westbury, Planning Officer, on 40373215 or via email CairnsSARA@dsdmip.qld.gov.au who will be pleased to assist.

Yours sincerely



Brett Nancarrow  
Manager (Planning)

cc Djabugay Tribal Aboriginal Corporation ICN 1536, justin@urbansync.com.au

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

### Attachment 1—Referral agency conditions

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

No.	Conditions	Condition timing
<b>Material change of use</b>		
Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 – Material change of use of premises near a State transport corridor—The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of the Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):		
1.	<ul style="list-style-type: none"> <li>(a) The road access location is to be located generally in accordance with TMR Layout Plan (32A – 14.63km), prepared by Queensland Government Transport and Main Roads, dated 13/10/2020, Reference TMR20-31127 (500-1493), Issue A.</li> <li>(b) Road access works comprising of a sealed property access including a channelised right turn (CHR) and an auxiliary left-turn lane (AUL) must be provided at the road access location.</li> <li>(c) The road access works must be designed and constructed in accordance with Austroads Guide to Road Design, Part 4: Intersections and Crossings – General and 4A: Unsignalised and Signalised Intersections, specifically: <ul style="list-style-type: none"> <li>(i) Figure A 30: Channelised right turn (CHR) on a two-lane rural road.</li> <li>(ii) Figure 8.4: Rural Auxiliary Left-turn Lane treatment (AUL).</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>(a) At all times.</li> <li>(b) and (c): Prior to the commencement of use.</li> </ul>
2.	<ul style="list-style-type: none"> <li>(a) Stormwater management of the development must ensure no worsening or actionable nuisance to the state-controlled road.</li> <li>(b) Any works on the land must not: <ul style="list-style-type: none"> <li>(i) Create any new discharge points for stormwater runoff onto the state-controlled road.</li> <li>(ii) Interfere with and/or cause damage to the existing stormwater drainage on the state-controlled road.</li> <li>(iii) Surcharge any existing culvert or drain on the state-controlled road.</li> <li>(iv) Reduce the quality of stormwater discharge onto the state-controlled road.</li> </ul> </li> </ul>	(a) and (b): At all times.

## Attachment 2—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the State Development Assessment Provisions (SDAP) v2.6. If a word remains undefined it has its ordinary meaning.
2.	<p><b>Advertising device</b></p> <p>Advertising advice should be obtained from the Department of Transport and Main Roads (DTMR) if the approved development intends to erect, alter or operate an advertising sign or another advertising device that would be visible from a state-controlled road, and beyond the boundaries of the state-controlled road, and reasonably likely to create a traffic hazard for the state-controlled road.</p> <p>Note: DTMR has powers under section 139 of the Transport Operations (Road Use Management - Accreditation and Other Provisions) Regulation 2015 to require removal or modification of an advertising sign and / for a device which is deemed that it creates a danger to traffic.</p>
3.	<p><b>Roads Works Approval</b></p> <p>In accordance with section 33 of the <i>Transport Infrastructure Act 1994</i> (TIA), an applicant must obtain written approval from Department of Transport and Main Roads (DTMR) to carry out road works, including road access works on a state-controlled road. Please contact DTMR on 4045 7144 to make an application under section 33 of the <i>Transport Infrastructure Act 1994</i> to carry out road works. This approval must be obtained prior to commencing any works on the state-controlled road reserve. The approval process may require the approval of engineering designs of the proposed works, certified by a Registered Professional Engineer of Queensland (RPEQ).</p> <p><b>The road works approval process takes time – please contact Transport and Main Roads as soon as possible to ensure that gaining approval does not delay construction.</b></p>

### **Attachment 3—Reasons for referral agency response**

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

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#### **The reasons for the SARA decision are:**

- The site has road frontage and an existing access to Kennedy Highway, a limited access state-controlled road.
- The road works required to change the existing access to Kennedy Highway, will ensure that impacts from increased traffic loadings on the state-controlled road are controlled and reduced, and the development will not worsen operating conditions on the state-controlled road network.
- The buildings for the development are setback a minimum of approximately 11m from the property boundary and approximately 50m from the Kennedy Highway carriageway.
- Stormwater and drainage flows are appropriately managed and will not impact the state-controlled road.
- The development will not be significantly impacted by the noise of vehicles using the state-controlled road.
- The proposed development complies with the relevant provisions of State code 1: Development in a state-controlled road environment.

#### **Material used in the assessment of the application:**

- The development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- The *State Development Assessment Provisions* (version 2.6)
- The Development Assessment Rules
- SARA DA Mapping system
- State Planning Policy mapping system

### **Attachment 4—Change representation provisions**

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(page left intentionally blank – attached separately)

### **Attachment 5—Approved plans and specifications**

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(page left intentionally blank – attached separately)

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

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

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

---

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

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

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

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



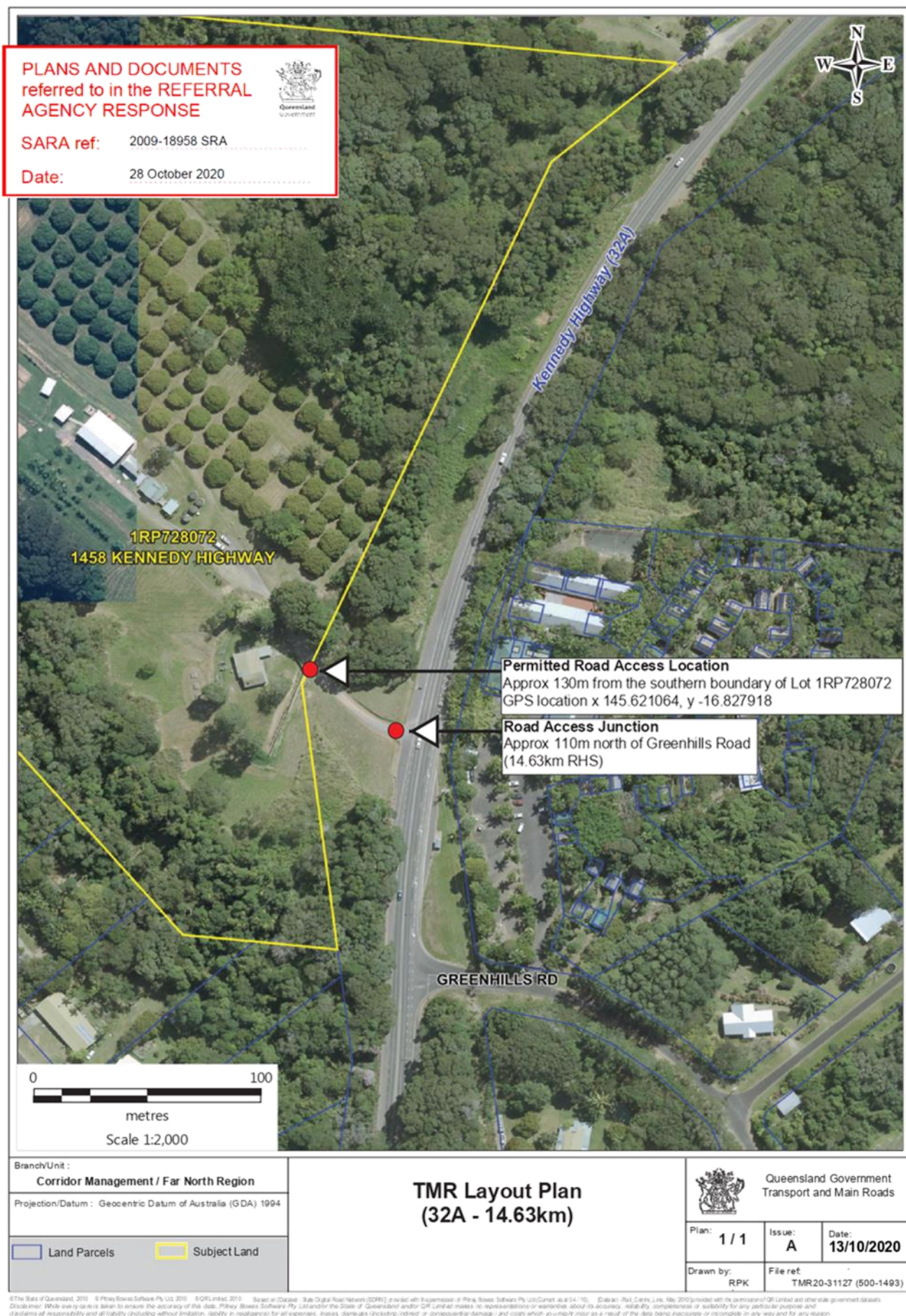
## **Part 7: Miscellaneous**

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

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

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



EXP-GEN-LOM



Date 9/10/2020

Dear Sir or Madam,

I'm writing about  
the Development at 1458 Kennedy Highway  
Kuranda LOT 1 on RP728072.

My concerns are loud music and  
noise that will travel over the valley.  
It's such a quiet area, that my  
Bought in this area. Have only live  
here over a year, But the People  
that have live here for a long time,  
have told me about the trouble with noise  
in the Past. So I hope this letter helps.

Gail Resta  
5 Shane Court  
Kuranda.



**From:** dudley pollock  
**Sent:** Wed, 11 Nov 2020 11:19:57 +1000  
**To:** Info (Shared)  
**Subject:** MCU/20/0013  
**Attachments:** msc objection.jpg, msc letter.jpg, activity sheet 1.rtf

Please find attached relevant submission against this proposed development.  
Dudley Pollock

Document Set ID: 3890630  
Version: 1 Version Date: 11/11/2020

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Document Set ID: 3890630  
Version: 1 Version Date: 11/11/2020



Response to D/A 20/0013 material change of use 1458 Kennedy Highway, Kuranda.

**Prelodgement 4.2.1**

External vegetation has not buffered noise in the past at all, it has no impedence on bass range, voices, traffic, music etc. You say council have not received any complaints for existing 'unlawful' use, why the quotation marks? According to the attached letter dated 21st May 1991, the amplified music restriction has been flouted since day one, and is to now be rewarded by making it 'lawful'. As they say, you have to be kidding. I long ago gave up complaining to council and with other affected neighbours have called the police 50+ times for noise complaints. All call times have been logged. In the last 5 years when the premises were ostensibly being utilised as a ranger training centre I have called multiple times for noise issues, music, shouting etc. *See Attached*

**6.6.1.2 3.3.10.1 (6)**

Again you state 'no complaints'

**6.6.1.7. 3.5.6. response (a)**

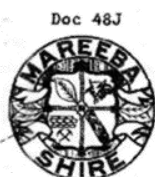
You acknowledge that proposed uses are not 'compatible'. You are right, 7 days a week of cars, voices shouting, loss of amenity, that is to say, quiet times during the day and so on. In the future no doubt application will be made for the 'cafe' to have a liquor licence.

In summary my objection is based on the seeming inability of the users to adhere to any conditions imposed on the property *refer condition 2 on attached 1991 letter*. A noise petition was generated back in 2008 after a particularly noisy weekend, did that 'complaint' get lost? The ongoing tendency will be to use the premises as an all hours community gathering point with attendant noise 7 days a week all day and if the past is any indication, all night. This business just does not sit well in the area, and should be in the 'business area' of town. There is a clue in the title, 'business area'.

D. POLLOCK 3 SHANE COURT  
1 KURANDA.  
*D. Pollock* 11-11-20

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Document Set ID: 3890630  
Version: 1 Version Date: 11/11/2020



# Mareeba Shire Council

65 RANKIN STREET, MAREEBA 4880

PHONE (070) 92 1222  
FAX (070) 92 3323

If you telephone ask for:

Mr. Boudan.....

Please address all communications to  
The Shire Clerk,  
Box 154, Mareeba 4880

IN REPLY PLEASE QUOTE REF

TP:5:P.831 T40/5 C5/91 MB:JYB

21st May 1991

924354

M.S.I. 1039  
KURANDA 4872

Dear [REDACTED]

Re: Shire of Mareeba Town Planning Scheme.

I refer to your letter dated 7th March 1991 in which you object to an application for consent to use land described as part of Section 2, Portion 3V, R.P.20923 and Lot 1 on R.P.28072, Parish of Formartine, containing an area of 38 hectares, situated at "Ngonbi Farm" Kennedy Highway, Kuranda for the purpose of outdoor recreation activities, comprising of bush trail walking and Aboriginal dancing.

The application, together with the objections, was considered at a general meeting of Council held on the 16th May 1991 when Council resolved as follows:-

"..... that Council hereby resolves to formulate its intention to approve the application by Mr. Lance Riley to use part of Section 2, Portion 3V, R.P.20923 and Lot 1 on R.P.28072, Parish of Formartine, having an area of 38 hectares, for the purpose of conducting outdoor recreation activities, comprising of bush trail walking and Aboriginal dancing, subject to the following conditions:-

1. No more than one (1) bus (having a total capacity of thirty (30) persons) shall be permitted to visit the site each day.
2. Amplified music shall not be allowed at any time on the site in conjunction with the recreational facility.
3. Dancing performances shall only be allowed within the hours of 9.00 a.m. to 5.00 p.m. daily, or such other times as approved by Council writing."

Enclosed herewith are extracts from part 7 of the Local Government (Planning & Environment) Act 1990 setting out your rights of appeal.

Yours faithfully,



Response to D/A 20/0013 material change of use 1458 Kennedy Highway, Kuranda.

**Prelodgement 4.2.1**

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D. POLLOCK 3 SHANE COURT  
1 KURANDA.  
*D. Pollock* 11-11-20

Doc 48J



# Mareeba Shire Council

65 RANKIN STREET, MAREEBA 4880

PHONE (070) 92 1222  
FAX (070) 92 3323

If you telephone ask for:

Mr. Boudan.....

924354

Please address all communications to  
The Shire Clerk,  
Box 154, Mareeba 4880

IN REPLY PLEASE QUOTE REF

TP:5:P.831 T40/5 C5/91 MB:JYB

21st May 1991

M.S.I. 1039  
KURANDA 4872

Dear [REDACTED]

Re: Shire of Mareeba Town Planning Scheme.

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2. Amplified music shall not be allowed at any time on the site in conjunction with the recreational facility.
3. Dancing performances shall only be allowed within the hours of 9.00 a.m. to 5.00 p.m. daily, or such other times as approved by Council writing."

Enclosed herewith are extracts from part 7 of the Local Government (Planning & Environment) Act 1990 setting out your rights of appeal.

Yours faithfully,

**Last 5 years noise from proposed site and surrounds:**

**2015:**

Oct 10 Sat. Music from shed 1730, speaker loud @ 2100, rang police 2130, again 2320.

**2016:**

5 Nov. Loud drums 1345

Sun 25 sept. Loud music 1100, louder 1300 , rang police 1308 silence 1400.

Thur 8 Dec loud music 1100

**2017:**

Thur Feb 2 1630-1730 V/loud music from house.

Fri Feb 3 1800-1900 " " "

Sat Feb 4 1800-2330 again with v/loud bass.

Sat 18 mar 1730-1830 loud music

Sun 19 mar 1700-2000 " "

Fri 31 Mar 1600-1700 " "

Sat 1 Apr 1100-1230 " "

Wed 5 Apr 1740- louder at 1900

Sat 8 Apr 1900 to 1000 Sunday ( 15 hours non-stop loud music, shouting etc)

Sat 20 May 1745 loud music

Sat 27 May 1230 " "

Sat 24 Jun BBQ? at house 1700-2200 loud

Sun 24 Jun 1700-2330 + drunken shouting/music

Sun 1 Oct 1500 music, rang Barry Hunter, **then police at 2108**, left message.

Wed 11 Oct 2230 Loud voices at house

Sun 26 Nov 1200 Loudspeaker

#### 2018:

Fri 19 Jan 1700 from shed, l/music then rap at 1900

Sat 20 Jan l/music from shed

Mon 22 Jan 1900 loud rap to 1900

Tu 23 Jan 1800-1900 at shed

Mon 2 Apr L/music @ house 2230+

Sun 30 Dec L/bass audible over rain, rain stopped 1300 noise worse

#### 2019:

Sat 2 Feb music from house and sheds, **rang police 0830**, silent 0930.

Fri 29 Mar 1530 till late, loud music at house

Sat 6 Apr 1300 v/loud bass from house

Fri 12 Apr/Sat 13 1700 to 1000, **17 hours non-stop**, thank you so much.

Fri 19 Apr 0930 start, 1750 stop, L/bass

Sat 20 Apr 1340 start, **rang police 2200**, noise till late.

Fri 17 May 100 loud music till ?, earplugs in.

Mon 3 Jun l/music from house 1230

Thu 20 Jun 2130 loud from house

Sat 17 Aug 1030 loud music, **rang police @ 1230, policelink @ 0430.**

Sun 18 Aug 1000 again, **rang p/link @ 1600**. Saw police at RBT at 1650, said they had attended

20' prior, returned home to louder than before so returned to police who said they would

attend when they could. 1730 now on loud rasta, stopped  
later that night.

Sat 31 Aug 1730 music starts.

Fri 13 Sep 1600 " " @ house, loud.

Wed 18 Sep 2300 loud voices from house area, audible in our house.

Sat 5 Oct 1100-1200 V/loud music

Fri 11 Oct 1330 till late " "

Fri 22 Nov " "

Fri 6 Dec 1800 Loud brushcutter ? & music from office area.

2020:

Sat 8 Aug 1915 Loud shouting

**From:** Peter Cohen  
**Sent:** Wed, 11 Nov 2020 11:23:35 +1000  
**To:** Info (Shared)  
**Cc:** Cr Kevin Davies;Cr Mary Graham;Cr Locky Bensted;Cr Lenore Wyatt;MarioM@mscqlld.gov.au;Cr Angela Toppin;Cr Danny Bird  
**Subject:** OBJECTION TO PROPOSED D/A Ref. MCU 20/0013- Lot1, RP 728072 at 1458 Kennedy Highway Kuranda  
**Attachments:** OBJECTION TO DA MCU 20 0013.pdf

Good Moming All,

Please see attached herewith my objection to the Material Change of Use for the Development Application reference MCU/ 20/0013 on Lot 1, RP728072 at 1458 Kennedy Highway Kuranda.

Regards,

Peter Cohen  
Punch Close, Kuranda.  
Ph. Mob. 0427935654



**OBJECTIONS TO 200013 MATERIAL CHANGE OF USE AT 1458 KENNEDY HIGHWAY,  
KURANDA.**

I wish to object to the above D/A application. I outline the reasons for my objections below.

The site has an elevated position in comparison to neighboring properties and in the past terrible problems were experienced when this site was used as a venue for social functions. Amplified music and intoxicated voices screaming profanity continued throughout the evenings until daylight making life a complete misery for residents in Shane Court, Waril Drive, Punch Close and Hilltop Close. This continued for years (in my personal experience from the year 2000 onwards) with Council unable to do anything about it despite receiving petitions in 2008 and Police called on many occasions. Recent occurrences (2015 year onwards) of loud music noise, arguments and screaming profanity etc. have been documented by a neighboring resident and a summary of the records show there have been 45 incidents recorded, with Police called to attend incidents on at least 6 occasions since 2015. This is in direct contrast to the supposed "no past complaints" portrayed in the D/A by the Proponents Planners. Whilst the 2020 year has been relatively quiet (and this may be due to the constraints from Coronavirus) I have no wish to see the site now revert to what it has been in the past.

These recent incidents mainly occurred at the house but a number have also originated from the shed. The exact origin is immaterial as what it does clearly show is that the surrounding dense vegetation that the Proponent and Council Planners are relying upon to mitigate any noise problems simply does not do so in reality, and must not be used as a reason for justifying outcomes. I quote directly from the application "The dense vegetation buffering along all Site boundaries acts as a perfect buffer to reduce any potential impacts created as a result of the development" "will ensure that the existing rural living on adjoining and surrounding premises is maintained" Whilst Proponent and Council Planners, can hypothesize on what they may think occurs, they are not neighbors that have had to suffer through the problems of the sites past periods of social use.

The existing D/A use for this site (below) prohibited any amplified music and restricted the hours of any operations on the site from 9.00 AM to 5.00 PM. These restrictions have been continually ignored and as a result the surrounding neighbours have had to suffer the consequences. I note that the Proponents Planners clearly state "It is acknowledged that the proposed uses are not necessarily compatible with the surrounding rural residential area" "My point here is that for the past 29 years the "conditioning" imposed by Council on the Site has not worked with Owners ignoring the imposed conditions so why would it suddenly be any different now.?"

I have no objection to the use of the existing infrastructure being used for the Corporation Office and Ranger Base so long as it is strictly used for those purposes alone. My objection is to the Proposed Art Gallery and Café, as the use of this site does not make any sense, practically or economically, for the reasons detailed below, and My fear is that when the Art Gallery is realized to be economically non viable then the house area with café and deck will just become a venue for social functions supporting a continuation of the noise problems experienced in the past.

There are many venues available in Kuranda Village where such a cultural exhibition would be far better sited allowing easy access for the number of passing tourist and visitor foot traffic that exists in Kuranda. This venue as a "stand alone" entity is too far distant from Kuranda Village and the exhibition will receive only a very small number of visitors compared to what it would receive if located in Kuranda Village. Furthermore Rainforestation Nature Park partnering with UMI Arts are shortly (Scheduled for November 22) opening the Pamagiri Art Market at Rainforestation, to support the development of local indigenous artists and offering no commission fees to any artists and no admission fees for visitors. Whilst this site is also remote from Kuranda village it enjoys large visitor numbers due to the existing number of other attractions already luring tourists there daily.



The entrance turn off to the property is from the busy Kennedy highway and will be an accident waiting to happen as it is situated midway between two blind corners with 682 vehicles per hour or 12 vehicles per minute passing the turn off in peak hour with a bus stop and the Green Hills Road intersection in very close proximity. There will be major costs involved in alterations needed for the Kennedy Highway turn off to the proposed venue. DTMR has stated that road widening works and road realignment on the Northern side of the Highway will be required to accommodate a channellized right-turn lane and an auxiliary left-turn lane. The proponents engineers must demonstrate that the changed access and required road works on the Kennedy Highway will integrate into the current road environment so as not to compromise road safety. The costs of these road studies and the cost of the physical alteration and rectification works will be considerable and I cannot help wondering how such an enormous expenditure could possibly be repaid by an art gallery or will the funds come from Public funds? . If from Public funds then how can it ever be justified.

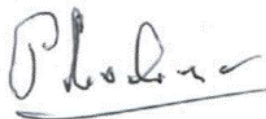
The existing septic trench system will not cater for the projected visitor numbers and will need upgrading. At this time it is unknown what impact an upgrade to the Septic System will have on one of the tributaries of Warril Creek ( Immediately downhill from the site ) and any possible effects this will have to the main Kuranda frog ( Litoria Myola ) breeding grounds which are in close proximity immediately downstream.

*" All access and Internal roadways / driveways will be upgraded and will be continually maintained and graded with suitable gravel and road base materials. "* This assumption by Planners certainly needs revisiting. Whilst road base and gravel provides a cheaper immediate alternative to paved surfaces, the upkeep of this surface to the standard of use for the volumes projected will not be cheap. Unpaved surfaces in the wet become eroded when the " fines" contained within are eroded by water run off and in dry periods when the road base has little to no moisture these same "fines" become dust and as the proposed site is immediately downwind of the access road and parking lot it will experience a big continuing dust problem. Either way the road and parking areas will continue to be a major continuing cost factor for the proponent as well as creating a dust problem for neighbours downwind.

The existing water system will not suffice and a connection to the water mains will be required. Once again this connection will not be cheap and will just contribute further to what I can see as enormous set up costs for a project that will have little if any hope of ever standing on its own feet, if the same project were located in Kuranda Village it would have an infinitesimal set up cost comparison and enjoy far greater chances of increased revenue.

Whilst Council does not have an obligation to look at the economic feasibility of any Development Application, they certainly do have the power to ensure that if granted, the application is conditioned so that the use applied for by the Proponent is strictly adhered too. If Council does approve this development then it must be conditioned to ensure that there is no abuse under the Community Use definition by ensuring that :

- A. The use of the premises is strictly only for an art gallery and training facility and not used for social functions under any circumstances.
- B. That the hours of operation are strictly in accordance with those of Kuranda Village and Rainforestation who's hours of operation are 9AM to 3PM
- C. The café hours of operation are also strictly the same as the Art Gallery hours with no amplified talk or music anytime.



Peter Cohen  
Punch Close Kuranda

11th November 2020





# Mareeba Shire Council

85 RANKIN STREET, MAREEBA 4880

PHONE (070) 92 1222  
FAX (070) 92 3323

Please address all communications to  
The Shire Clerk,  
Box 154, Mareeba 4880

IN REPLY PLEASE QUOTE REF

TP:5:P.831 T40/5 C5/91 MB:JYB

21st May 1991

If you telephone ask for:

Mr. Boudan.....

924354

M.S.I. 1039  
KURANDA 4872

Dear [REDACTED]

Re: Shire of Mareeba Town Planning Scheme.

I refer to your letter dated 7th March 1991 in which you object to an application for consent to use land described as part of Section 2, Portion 3V, R.P.20923 and Lot 1 on R.P.28072, Parish of Formartine, containing an area of 38 hectares, situated at "Ngonbi Farm" Kennedy Highway, Kuranda for the purpose of outdoor recreation activities, comprising of bush trail walking and Aboriginal dancing.

The application, together with the objections, was considered at a general meeting of Council held on the 16th May 1991 when Council resolved as follows:-

"..... that Council hereby resolves to formulate its intention to approve the application by Mr. Lance Riley to use part of Section 2, Portion 3V, R.P.20923 and Lot 1 on R.P.28072, Parish of Formartine, having an area of 38 hectares, for the purpose of conducting outdoor recreation activities, comprising of bush trail walking and Aboriginal dancing, subject to the following conditions:-

1. No more than one (1) bus (having a total capacity of thirty (30) persons) shall be permitted to visit the site each day.
2. Amplified music shall not be allowed at any time on the site in conjunction with the recreational facility.
3. Dancing performances shall only be allowed within the hours of 9.00 a.m. to 5.00 p.m. daily, or such other times as approved by Council writing."

Enclosed herewith are extracts from part 7 of the Local Government (Planning & Environment) Act 1990 setting out your rights of appeal.

Yours faithfully,

**From:** Alison Kempe  
**Sent:** Thu, 12 Nov 2020 07:04:36 +1000  
**To:** Info (Shared)  
**Subject:** MCU/20/0013 - Alison Kempe and Kazutoshi Shimizu submits objection to Development Application

Regarding the application above for a Development Permit for a Material Change of Use at Lot 1 on RP728072, 1458 Kennedy Highway, Kuranda:  
Being resident at 3 (Lot 38) Punch Close for 27 years, immediately behind the property above, we are concerned about the potential for intrusive noise from the development's proposed cafe. In the past when parties have been held at the property, the noise has been very loud due to the acoustics of the area - sound travels very well across the creek and up the hill (it is very clear and loud still at the top of Hilltop Close). A cafe open 7 days/week if playing music to tables outside under the shade sails would be very clearly heard by everyone in the area. Any development on this property needs to be strictly conditioned for noise or it has the potential to be seriously disruptive for the neighbourhood.

Alison Kempe & Kazutoshi Shimizu

Sent from my iPad

**From:** Julie  
**Sent:** Fri, 13 Nov 2020 10:07:55 +1000  
**To:** Info (Shared)  
**Cc:** Cr Lenore Wyatt  
**Subject:** D/A 20/0013  
**Attachments:** CCF13112020.pdf  
**Importance:** Normal

Morning All!






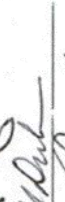





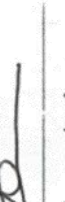
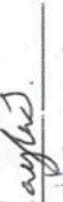


Please find a petition attached regarding the above application.

Best Regards,  
Julie Cohen.

Document Set ID: 3891134  
Version: 1 Version Date: 13/11/2020

**PETITION AGAINST THE APPROVAL OF D/A 20/0013 MATERIAL CHANGE OF USE AT 1458 KENNEDY HIGHWAY, KURANDA.**




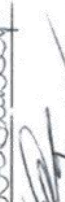


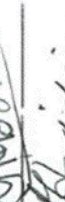








We, petition Mareeba Shire Council to reject the above application because we do not want to experience the extremely intrusive noise levels the site has generated in the past.

First Name	Last Name	Address	Signature	Date	Pos:code
KEN	PARSONS	11 SHANE COURT		7.11.20	4881
Liz	Ribes	11 Shane Ct		7.11.20	4881
Steve	Cheetham	13 Shane ct		7.11.20	4881
Toni	Rogers	11 Punch Close		7.11.20	4881
Gordon	Rogers	11 Punch Close		7.11.20	4881
Marcelle Dutton	Dieben	9 Warril Drive		7.11.20	4881
Thelma	Parlew	9 PUNCH		7.11.20	4881
Geoff	PARDEW	9 PUNCH		7.11.20	4881
Brian	MILBENTHILL	5 PUNCH CLOSE		7/11/20	4881
CHARLOTTE	MADSEN	1 PUNCH CLOSE		7/11/20	4881
SAMIE	JOHNS	1 PUNCH CLOSE		7/11/20	4881
HEIDI	MADSEN	1 PUNCH CLOSE		7/11/20	4881
LAILA	JOHN	1 PUNCH CLOSE		7/11/20	4881
Wanda	HAGGS	8 Punch Close		7/11/20	4881
Gusie	Grace	14 Punch Close		7/11/20	4881







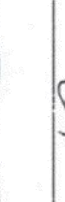





PETITION AGAINST THE APPROVAL OF D/A 20/0013 MATERIAL CHANGE (OF USE A 1458 KENNEDY HIGHWAY), KURANDA.

We, the petitioners, do hereby object to the above application because we do not want to experience the extremely intrusive noise levels he site has generated in the past.

First Name	List Name	Address	Signature	Date	Pos:code
MICHAEL	CROFT	16 PUNCH CC		7/11/20	4881
KEVIN	RUSSELL	5 SHANE CC		7/11/2020	4881
GAIL	RESTA	5 SHANE CC		7/11/2020	4881
HELEN	GORUMET	8 SHANE COURT		7/11/2020	4881
DAVID	GORMLEY	8 SHANE CT		7/11/2020	4881
DUDLEY	POWLOCK	3 SHANE CT		7-11-20	4881
LONS	POWLOCK	3 SHANE CT		7-11-20	4881
LES	HIPPINGS	17 WARRIL DRIVE		9/11/20	4881
KINDY	HADDINGS	17 WARRIL DRIVE		7/11/20 - 4881	
CHRIS	LONK	15 WARRIL DR		9/11/20	4881
JULIE	COHEN	2 PUNCH CLOSE		9-11-20	4881
PETER	COHEN	2 PUNCH CLOSE		9-11-20	4881
MELINDA	DECAUX	28 WARRIL DR KURANDA		11/11/20	4881
PAUL	CORDELL	13 WARRIL DR KURANDA		11-11-20	4881
SARAH	MCROSSIN	13 WARRIL ST		11-11-2020	4881

**PETITION AGAINST THE APPROVAL OF D/A 20/0013 MATERIAL CHANGE OF USE AT 1458 KENNEDY HIGHWAY, KURANDA.**

We, petition Mareeba Shire Council to reject the above application because we do not want to experience the extremely intrusive Noise Levels the Site has generated in the past.

First Name	Last Name	Address	Signature	Date	Postcode
BARBARA	ROSEVEAR	27 WARRIL DRIVE		11/11/20	4581
Roccar	WOODFIELD	27 WARRIL DRIVE		11/11/20	4881
DICKY	SIMMONDS	5 HILLTOP CLOSE KURANDA		11/11/20	4881
Dennis	Simmons	Lot 70 Warril Drive		11/11/20	4881
Mark	Gibson	26 Warril Drive Kuranda		11/11/20	4881
Tatiana	Borodine	26 Warril Dr Kuranda		11/11/20	4881
Evereld	De Caux	28 Warril Dr. Kuranda		11/11/20	4881
Barbara	Baskerville	25 Warril Dr Kuranda		11-11-2020	4881
Alisav	Regan	6 Hilltop Cl. Kurand		11-11-2020	4881
JOSEPHINE	REGAN	6 HILLTOP CLOSE KURANDA		11-11-20	4881



**From:** Brian Millard  
**Sent:** Mon, 16 Nov 2020 08:13:35 +1000  
**To:** Info (Shared)  
**Subject:** Kuranda Envirocare and Friends of the Kuranda Tree Frog forwards Submission relative to Development Permit for Material Change of Use - Djabugay Arts Centre - MCU/20/0013  
**Attachments:** 2020 11 12 Submission on MCU 20-0013 Djabugay arts Centre.doc

**Brian Millard**  
Senior Planner



**Mareeba**  
SHIRE COUNCIL

**Phone:** 1300 308 461 | **Direct:** 07 4086 4657 | **Fax:** 07 4092 3323  
**Email:** [brianm@msc.qld.gov.au](mailto:brianm@msc.qld.gov.au) | **Website:** [www.msc.qld.gov.au](http://www.msc.qld.gov.au)  
65 Rankin St, Mareeba | PO Box 154, Mareeba, Queensland, Australia, 4880

**From:** cathy retter <cathy.retter.kuranda@gmail.com>  
**Sent:** Thursday, 12 November 2020 5:04 PM  
**To:** Brian Millard <BrianM@msc.qld.gov.au>  
**Cc:** Denise Donald <drdonald@tpg.com.au>; Margaret Zehntner Mobile <margzehntner@gmail.com>; Bruce Wannan <bswannan@bigpond.com>; Andrew Horn <andrew.2allura@yahoo.com>; Leah Leeds <leahleeds.kuranda@gmail.com>  
**Subject:** Submission on MCU 20-0013

Good afternoon,

Please accept our submission on application MCU 20 - 0013

kind regards

Cathy Retter  
Kuranda Envirocare and  
Friends of the Kuranda Tree Frog  
0419624 940



Virus-free. [www.avast.com](http://www.avast.com)



PO Box 494 Kuranda 4881  
Email: [info@envirocare.org.au](mailto:info@envirocare.org.au)

Phone: 07 4093 8989 (nursery)  
Web Site: [www.envirocare.org.au](http://www.envirocare.org.au)

To the Assessment Manager,  
Mareeba Shire council

Re: Submission on MCU 200013 - APPLICATION FOR A DEVELOPMENT PERMIT FOR A  
MATERIAL CHANGE OF USE AT 1458 KENNEDY HIGHWAY, KURANDA

#### **Summary**

The land use proposed as training centre, art gallery and offices seems well suited and the land well situated for day time use as per the application. The desire for a keeping and display place on indigenous held land seems extremely appropriate.

We would like to raise several items regarding sewerage and stormwater controls since no ecological study has been required. We expect these will easily be dealt with as a matter of course.

**Water and Sewerage supply** statements as per Urban Sync summary page 14:

5.4.1 Water Supply The site is serviced by large rainwater tanks, which will continue to be utilised to service the existing components of the development (i.e., the Corporation Office). The Art Centre/Educational Establishment is proposed to connect to Council's existing reticulated water infrastructure that runs along the site's frontage to accommodate the increased demand generated by the Art Centre.

5.4.2 Sewerage Supply Each building/structure on-site is serviced by an on-site toilet block trench system. The development will connect to this existing on-site system and we will seek to investigate whether or not any upgrades to this system would be required to cater for the demand generated by the Art Centre.

#### **Water and Sewerage discussion**

The need for the proposed Art Centre to connect to Council town water infrastructure would appear to be a requirement, given the expected 80 to 160 persons a day as outlined 5.2.1 page 13. This has been indicated in 5.4.1 on page 14.

As a corollary to that, the expected sewerage outflow would seem to necessitate a more controlled approach to treatment and disposal, given the possible volumes. This is also indicated in 5.4.2. In particular, the outcome to avoid any overflow contamination of the ephemeral creek line of Warril creek, which is approx. 100m downslope from the proposed Art Centre and could possibly contaminate one of the Kuranda Tree frog breeding creeks.

#### **Recommendation**

That council condition the approval on this sewerage requirement investigation and that additional tree planting downslope of the discharge point would act as a further filter for possible outflows.

#### **Stormwater**

As per statements in 5.4.4 and 5.4.5 (pg 14) and the design of extensions as per attachment 2 from Bau Design Architects there seems likely minimal increase in additional stormwater to the legal discharge point caused by this application. The legal discharge point appears to be the ephemeral



creek line of Warril creek, which is approx. 100m downslope over a grassed area, from the proposed Art Centre and could possibly contaminate one of the Kuranda Tree frog breeding creeks. Recommendation: That council condition the approval to ensure construction works have appropriate sediment and erosion controls in place, especially if works are to proceed during the wet season.

Full name: Cathy Retter, President  
Address: PO Box 494, Kuranda Q4881

Date: 12 / 11 / 2020  
E-mail: cathy.retter.kuranda@gmail.com

A handwritten signature in black ink, appearing to read 'C. E. Retter', written in a cursive style.



<b>8.4</b>	<b>S &amp; K GARGAN - RECONFIGURING A LOT - SUBDIVISION (2 INTO 3 LOTS) - LOT 49 &amp; 50 ON SP220744 - 78 &amp; 576 COLLINS WEIR ROAD, MUTCHILBA - RAL/20/0014</b>
------------	---

**Date Prepared:** 1 December 2020

**Author:** Planning Officer

**Attachments:** 1. Site Plan [↓](#)

#### APPLICATION DETAILS

APPLICATION		PREMISES	
APPLICANT	S & K Gargan	ADDRESS	78 & 576 Collins Weir Road, Mutchilba
DATE LODGED	7 October 2020	RPD	Lot 49 & 50 on SP220744
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot - Subdivision (2 into 3 Lots)		
FILE NO	RAL/20/0014	AREA	Lot 49 - 30.32 ha Lot 50 - 2,196 ha
LODGED BY	S & K Gargan	OWNER	S & K Gargan
PLANNING SCHEME	Mareeba Shire Council Planning Scheme 2016		
ZONE	Rural Zone		
LEVEL OF ASSESSMENT	Impact Assessment		
SUBMISSIONS	No properly made submission		

#### EXECUTIVE SUMMARY

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

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

Draft conditions were provided to the applicant and have been agreed to. It is recommended that the application be approved, subject to conditions.

**OFFICER'S RECOMMENDATION**

1. That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	S & K Gargan	ADDRESS	78 & 576 Collins Weir Road, Mutchilba
DATE LODGED	7 October 2020	RPD	Lot 49 & 50 on SP220744
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot - Subdivision (2 into 3 Lots)		

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

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

And

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

(A) APPROVED DEVELOPMENT: Development Permit for Reconfiguring a Lot - Subdivision (2 into 3 Lots)

(B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
-	Lots 49 and 50 Lot 49 Boundary Adjustment (pink line) and Lot 50 Subdivision (blue line)	S & K Gargan	30/09/2020
-	-	S & K Gargan	30/09/2020

(C) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

1. Development must be carried out generally in accordance with the approved plans and the facts and circumstances of the use as submitted with the application, subject to any alterations:
  - found necessary by Council's delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering requirements; and
  - to ensure compliance with the following conditions of approval.

## 2. Timing of Effect

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

## 3. General

- 3.1 The development approval would not have been issued if not for the conditions requiring the construction of infrastructure or the additional payment condition within these conditions of approval.
- 3.2 The applicant/developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by condition(s) of this approval.
- 3.3 All payments or bonds required to be made to the Council pursuant to any condition of this approval must be made prior the endorsement of the plan of survey and at the rate applicable at the time of payment.
- 3.4 The developer must relocate (in accordance with FNQROC standards) any services such as water, sewer, drainage, telecommunications and electricity that are not wholly located within the lots that are being created/serviced where required by the relevant authority, unless approved by Council's delegated officer.
- 3.5 Where approved existing buildings and structures are to be retained, setbacks to any new property boundaries are to be in accordance with Planning Scheme requirements for the relevant structure and/or Queensland Development Code. A plan demonstrating compliance of any existing buildings or structures that are in close proximity to any new property boundary must be submitted prior to endorsement of the plan of survey.
- 3.6 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements and to the satisfaction of Council's delegated officer.

### 3.7 Bushfire Management

A Bushfire Management Plan must be prepared for proposed Lots 51-53 to the satisfaction of Council's delegated officer. The future use of proposed Lot 51-53 must comply with the requirements of the Bushfire Management Plan at all times.

### 3.8 Charges

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

#### 4. Infrastructure Services and Standards

##### 4.1 Access

4.1.1 The existing access crossover servicing the shared driveway within Easement A on SP170379 must be upgraded/constructed (from the edge of the Collins Weir Road to the boundary of Lot 304 on HG634) generally in accordance with the FNQROC Development Manual, to the satisfaction of Council's delegated officer.

4.1.2 An access crossover to service Lot 53 must be upgraded/constructed (from the edge of Collins Weir Road to the boundary of Lot 53) generally in accordance with the FNQROC Development Manual, to the satisfaction of Council's delegated officer. This requirement will be waived if alternate lawful access is provided to Lot 53 in accordance with the requirements of development permit RAL/20/0009.

##### 4.2 Stormwater Drainage

The applicant must ensure a non-worsening effect on surrounding land as a consequence of the development and must take all reasonable and practicable measures to ensure discharge occurs in compliance with the Queensland Urban Drainage Manual (QUDM) and the FNQROC Development Manual.

##### 4.3 On-Site Wastewater Management

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

#### 5. Additional Payment Condition/s (section 130 of the Planning Act 2016)

5.1 The additional payment condition has been imposed as the development will create additional demand on trunk infrastructure which will create additional trunk infrastructure costs for council.

5.2 The developer must pay a one-off payment of \$4,820.00 per additional lot, as a contribution toward trunk infrastructure with the amount of the contribution increased on 1 July each year in accordance with the increase for the PPI index for the period starting on the day the development approval takes effect, adjusted by reference to the 3-yearly PPI index average to the date of payment.

5.3 The trunk infrastructure for which the payment is required is:

- The trunk transport network servicing the land (\$4,820.00 per additional lot)

5.4 The developer may elect to provide part of the trunk infrastructure instead of making the payment.

5.5 If the developer elects to provide part of the trunk infrastructure the developer must:

- Discuss with Council's delegated officer the part of the works to be undertaken;
- Obtain the necessary approvals for the part of the works;
- Indemnify the Council in relation to any actions, suits or demands relating to or arising from the works;
- Take out joint insurance in the name of the Council and the developer in the sum of \$20,000,000 in relation to the undertaking of the works;
- Comply with the reasonable direction of Council officers in relation to the completion of the works;
- Complete the works to the standards required by the Council; and
- Complete the works prior to endorsement of the plan of subdivision.

(D) ASSESSMENT MANAGER'S ADVICE

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

(b) 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.

(c) 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.

(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](http://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](http://www.datsip.qld.gov.au)

(E) RELEVANT PERIOD

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

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

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

- Nil

(G) OTHER APPROVALS REQUIRED FROM COUNCIL

- Access approval arising from condition number 4.1 (Please contact Planning Section to obtain application form and applicable fee)

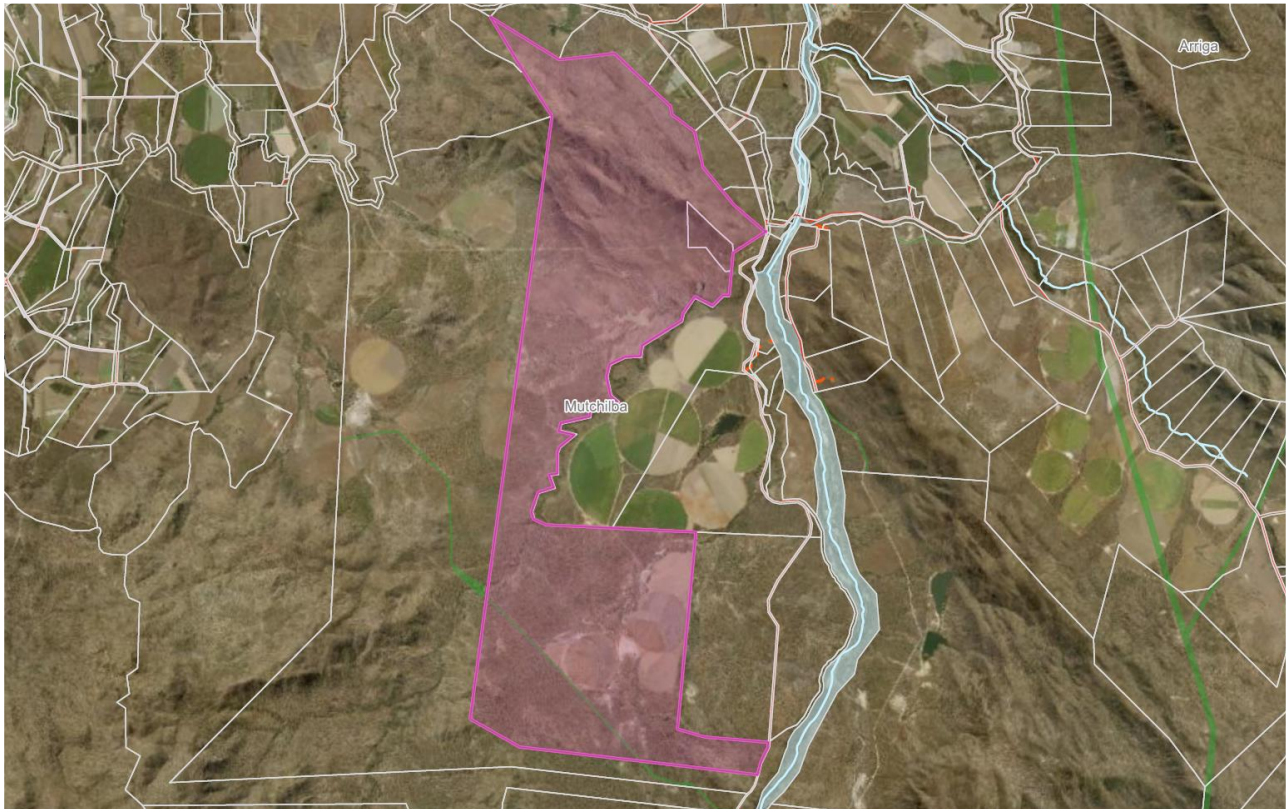
**THE SITE**

The subject land comprises two allotments situated at 78 and 576 Collins Weir Road, Mutchilba and are described as Lot 49 and 50 on SP220744. Lots 49 and 50 have areas of 30.32 hectares and 2,196 hectares respectively and are both zoned Rural under the Mareeba Shire Council Planning Scheme 2016.

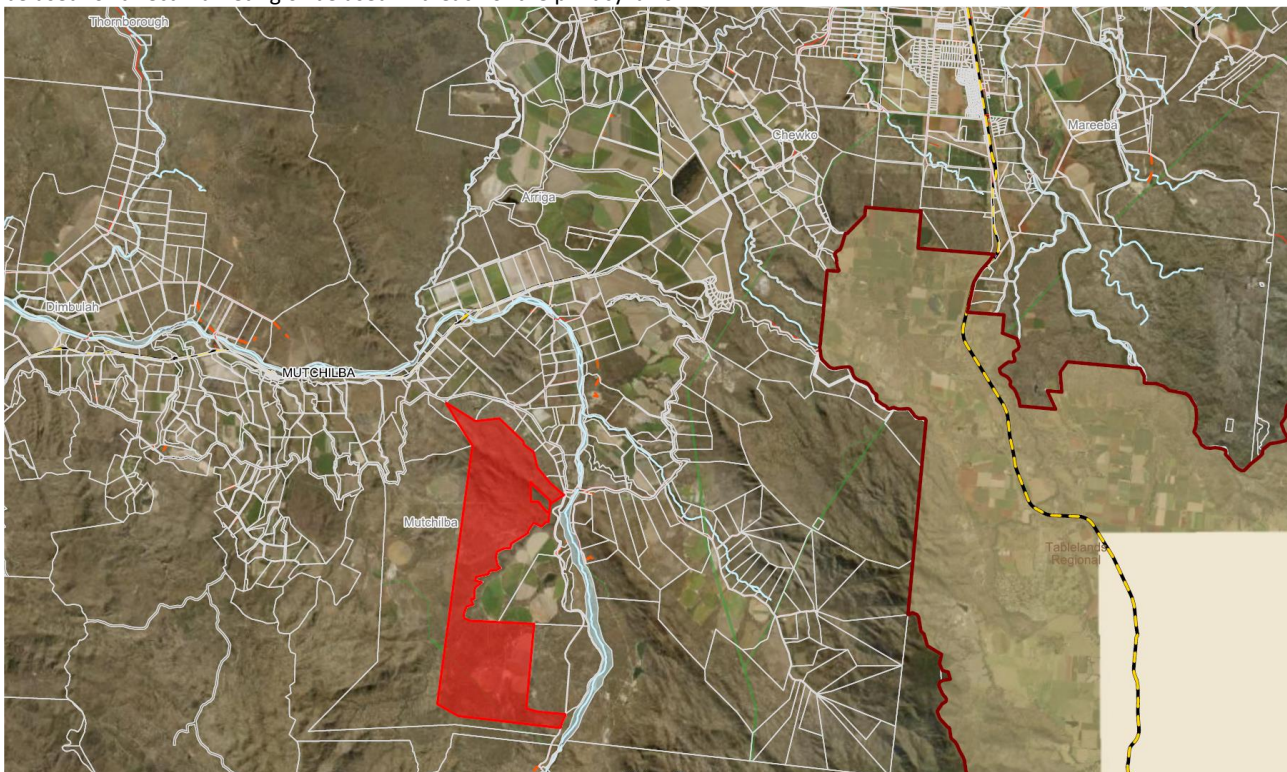
Both lots are accessed from Collins Weir Road through reciprocal access easements that traverse adjoining Lot 304 on HG634 which is situated between the subject land and Collins Weir Road. Lot 50 does contain in excess of 400 metres of frontage to Collins Weir Road at the southern end of the allotment however access is not currently achieved from anywhere along this section of frontage, with the property accessed through the easements at the northern end instead.

Lot 49 is improved by a dwelling and is used as lifestyle allotment with no agricultural activity occurring on the property. Lot 50 is improved by a caretaker's cottage and multiple farm sheds as well as 4 centre-pivot irrigators covering 160 hectares of cropping land at the southern end of the allotment. The remainder of lot 50 is used for livestock grazing where the terrain permits, with the northern end of the property remaining unused due to undulating terrain (approx. 750 hectares). All surrounding lots are zoned Rural and are used for livestock grazing or cropping.



**Map Disclaimer:**

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

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**BACKGROUND AND CONTEXT**

Nil

**PREVIOUS APPLICATIONS & APPROVALS****RAL/20/0009**

Council, under delegated authority, approved an application for Reconfiguring a Lot - Boundary Realignment over Lot 487 on HG630 and Lot 50 on SP220744, situated at 26 and 576 Collins Weir Road, Mareeba. The boundary realignment was sought to provide an access handle through Lot 487 to provide practical access to the cropping activity occurring on the southern end of Lot 50.

This approval has not been acted upon.

**DESCRIPTION OF PROPOSED DEVELOPMENT**

The development application seeks a Development Permit for Reconfiguring a Lot - Subdivision (2 into 3 Lots) in accordance with the plans shown in **Attachment 1**.

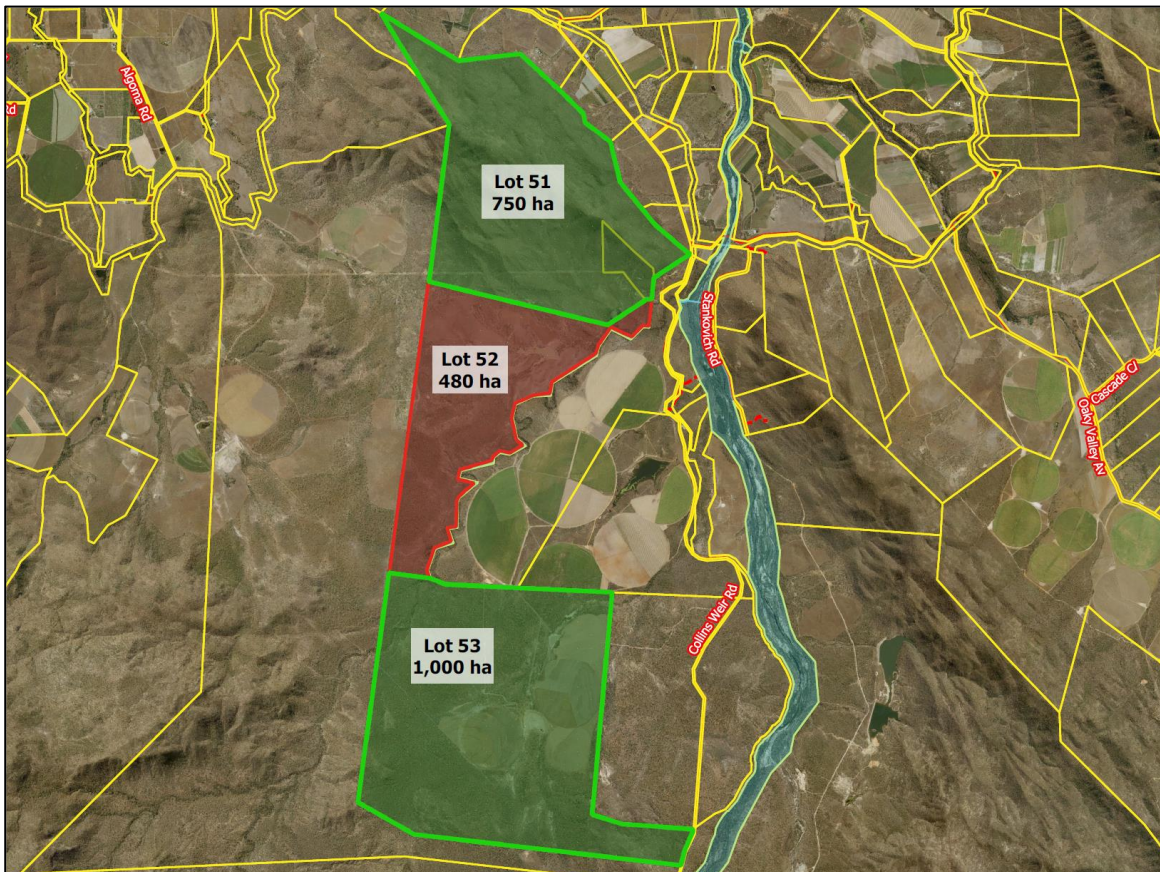
The proposed subdivision will create the following allotments:

- Proposed Lot 51 - Area of approximately 740 hectares;
- Proposed Lot 52 - Area of approximately 480 hectares; and
- Proposed Lot 53 - Area of approximately 1,000 hectares.

Lot 51 contains an existing dwelling, caretaker's cottage and sheds. Lot 51 and 52 gain access from Collins Weir Road via an access easement through Lot 304 on HG634. Lot 53 will contain in excess of 400 metres of frontage to Collins Weir Road.

A sketch plan of the three (3) proposed lots is shown below:





### REGIONAL PLAN DESIGNATION

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

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

## PLANNING SCHEME DESIGNATIONS

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

## 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

#### 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

Existing Lot 50 on SP220744 is mapped within the broad hectare rural area by the agricultural land overlay mapping. An intent of the Planning Scheme is to discourage the subdivision (fragmentation) of broad hectare rural land to ensure the protection of the Shire's livestock grazing industry, which is usually the predominate use over these large land holdings. Despite this designation, Lot 50 is not considered a true 'broad hectare rural' allotment based on the following:

- Lot 50 is relatively small when compared to other broad hectare properties in the Shire;
- The northern third of the property (approx. 750 hectares) is unable to support livestock grazing due to the steep undulating topography of the land;
- The predominate rural use occurring on the property is cropping with significant portions of the property mapped as containing Class A good quality agricultural, with livestock grazing being a supplementary use of the property only;
- The property is situated right on the edge of the mapped broad hectare rural area and is surrounding to the east and north by farming properties.

Proposed Lot 51 will essentially become a large rural lifestyle allotment, encompassing that 750 hectares of land at the northern end of the property which is unable to support livestock grazing and will contain an existing dwelling. Proposed Lot 52 will have a viable area of approximately 480 hectares and will include large cleared paddocks suitable for livestock grazing and cropping. Proposed Lot 53 will have a viable area of approximately 1,000 hectares and will contain land suitable for livestock grazing as well as the existing 160 hectares of land cropped under centre pivot irrigation.

Considering that Lot 50 is not a true broad hectare rural parcel, and that each of the three (3) lots proposed are at least eight (8) times larger than the 60 hectare minimum lot size for other rural land, and will likely continue to support rural pursuits, including livestock grazing and cropping, the proposed development is considered to comply with the intent of 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 will create three (3) lots of approximately 1,000 hectares, 740 hectares and 480 hectares in size and therefore 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 will create three lots of approximately 1,000 hectares, 740 hectares and 480 hectares in size and therefore complies with 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 will create three lots of approximately 1,000 hectares, 740 hectares and 480 hectares in size and therefore complies with Specific Outcome 3.

### 3.7 Economic Development

#### 3.7.1 Strategic outcomes

- (2) *The rural area includes a range of uses which compliment dominant primary industry activities and enhance the shire's economy. Activities including rural industries, intensive agricultural uses, intensive animal industries and expanded forestry and permanent plantations are supported in appropriate locations where impacts on the environment and surrounding land uses are limited and manageable.*

Comment

The proposed development will create three (3) rural allotments all with areas at least eight (8) times greater than the desired minimum lot size of 60 hectares for the Rural zone. The proposed development will facilitate agricultural activity and will not compromise any existing rural industries. The development complies with Strategic Outcome 2.

#### 3.7.2 Element - Rural and Agricultural land

##### 3.7.2.1 Specific outcomes

- (1) *Agricultural areas are preserved for the purpose of primary production and are protected from fragmentation, alienation and incompatible development.*
- (2) *Other rural areas are maintained in economically viable holdings and continue to develop and expand their rural infrastructure and operations.*

Comment

Existing Lot 50 on SP220744 is mapped within the broad hectare rural area by the agricultural land overlay mapping. An intent of the Planning Scheme is to discourage the subdivision (fragmentation) of broad hectare rural land to ensure the protection of the Shire's livestock grazing industry, which is usually the predominate use over these large land holdings. Despite this designation, Lot 50 is not considered a true 'broad hectare rural' allotment based on the following:

- Lot 50 is relatively small when compared to other broad hectare properties in the Shire;

- The northern third of the property (approx. 750 hectares) is unable to support livestock grazing due to the steep undulating topography of the land;
- The predominate rural use occurring on the property is cropping with significant portions of the property mapped as containing Class A good quality agricultural, with livestock grazing being a supplementary use of the property only;
- The property is situated right on the edge of the mapped broad hectare rural area and is surrounding to the east and north by farming properties.

Proposed Lot 51 will essentially become a large rural lifestyle allotment, encompassing that 750 hectares of land at the northern end of the property which is unable to support livestock grazing and will contain an existing dwelling. Proposed Lot 52 will have a viable area of approximately 480 hectares and will include large cleared paddocks suitable for livestock grazing and cropping. Proposed Lot 53 will have a viable area of approximately 1,000 hectares and will contain land suitable for livestock grazing as well as the existing 160 hectares of land cropped under centre pivot irrigation.

Considering that Lot 50 is not a true broad hectare rural parcel, and that each of the three (3) lots proposed are at least eight (8) times larger than the 60 hectare minimum lot size for other rural land, and will likely continue to support rural pursuits, including livestock grazing and cropping, the proposed development is considered to comply with the intent of Specific Outcomes 1 and 2. .

### Relevant Developments Codes

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

- 6.2.9 Rural zone code
- 8.2.1 Agricultural land overlay code
- 8.2.3 Bushfire hazard overlay code
- 8.2.4 Environmental significance overlay code
- 8.2.6 Flood hazard overlay code
- 8.2.8 Hill and slope overlay code
- 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 satisfies the relevant acceptable solutions (or probable solutions/performance criteria where no acceptable solution applies) of the relevant codes set out below, provided reasonable and relevant conditions are attached to any approval.

Relevant Codes	Comments
Rural zone code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.



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 apart from the following: <ul style="list-style-type: none"> <li>Performance Outcome PO4 and Acceptable Outcome AO4</li> </ul> Refer to planning discussion section of report.
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.
Flood 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.
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	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.
Parking and access 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.
Reconfiguring a lot 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.
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.

**(e) Additional Trunk Infrastructure Condition**

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

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

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

Based on Adopted Infrastructure Charges Resolution (No.1) 2020, the following contribution towards the transport network is considered appropriate:

- 1 additional allotment x \$4,820.00 = **\$4,820.00**

**REFERRAL AGENCY**

This application did not trigger referral to a Referral Agency.

**Internal Consultation**

Nil

**PUBLIC NOTIFICATION**

The development proposal was placed on public notification from 4 November 2020 to 25 November 2020. The applicant submitted the notice of compliance on 26 November 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 Agricultural land overlay code are discussed below:

**8.2.1 Agricultural land overlay code****8.2.1.2 Purpose**

- (2) (c) *Grazing on very large land holdings is maintained as the dominant rural activity in the 'Broad hectare rural' area; and*

- (d) *Land with the 'Broad hectare rural' area is maintained in its current configuration.*

**8.2.1.3 Assessment Criteria****PO4**

*The 'Broad hectare rural area' identified on the **Agricultural land overlay maps (OM-001a-n)** is retained in very large rural holdings viable for broad scale grazing and associated activities.*

**AO4**

*Development does not involve the creation of a new lot within the "Broad hectare rural" area identified on the **Agricultural land overlay maps (OM-001a-n)**.*

Comment

Existing Lot 50 on SP220744 is mapped within the broad hectare rural area by the agricultural land overlay mapping. An intent of the Planning Scheme is to discourage the subdivision (fragmentation) of broad hectare rural land to ensure the protection of the Shire's livestock grazing industry, which is usually the predominate use over these large land holdings. Despite this designation, Lot 50 is not considered a true 'broad hectare rural' allotment based on the following:

- Lot 50 is relatively small when compared to other broad hectare properties in the Shire;
- The northern third of the property (approx. 750 hectares) is unable to support livestock grazing due to the steep undulating topography of the land;
- The predominate rural use occurring on the property is cropping with significant portions of the property mapped as containing Class A good quality agricultural, with livestock grazing being a supplementary use of the property only;
- The property is situated right on the edge of the mapped broad hectare rural area and is surrounding to the east and north by farming properties.

Proposed Lot 51 will essentially become a large rural lifestyle allotment, encompassing that 750 hectares of land at the northern end of the property which is unable to support livestock grazing and will contain an existing dwelling. Proposed Lot 52 will have a viable area of approximately 480 hectares and will include large cleared paddocks suitable for livestock grazing and cropping. Proposed Lot 53 will have a viable area of approximately 1,000 hectares and will contain land suitable for livestock grazing as well as the existing 160 hectares of land cropped under centre pivot irrigation.

Considering that Lot 50 is not a true broad hectare rural parcel, and that each of the three (3) lots proposed are at least eight (8) times larger than the 60 hectare minimum lot size for other rural land, and will likely continue to support rural pursuits, including livestock grazing and cropping, the proposed development is therefore not considered to be in conflict with Purpose Statements (c) and (d), and Performance Outcome PO4.

## Lots 49 and 50

Lot 49 Boundary Adjustment (pink line) and Lot 50 Subdivision (blue line)

17°7'4"S 145°12'10"E

17°7'4"S 145°21'5"E



17°15'36"S 145°12'10"E

17°15'36"S 145°21'5"E

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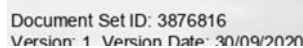
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 **Queensland Government**  
 Department of Natural Resources, Mines and Energy





**8.5 COUNCIL POLICY REVIEW**

**Date Prepared:** 16 November 2020

**Author:** Manager Development and Governance

**Attachments:** 1. Community Engagement Policy [↓](#)  
2. Audio Data Collection Policy [↓](#)

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**EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

That Council:

1. Adopts the following policies and procedures:
  - (i) Community Engagement Policy; and
  - (ii) Audio Data Collection Policy.

**BACKGROUND****COMMUNITY ENGAGEMENT POLICY**

A Community Engagement Policy is required to ensure a consistent and coordinated approach to community engagement following best practice principles. Community engagement is a planned process of connecting, communicating and working with the community to ensure that they are well informed and provided with opportunities to be part of the problem-solving and decision-making processes on matters that affect their lives and the community generally.

Mareeba Shire Council is committed to meaningful community engagement to assist in the delivery of high-quality local government. The Policy outlines Council's intentions for appropriately involving the community in problem-solving and decision-making across a range of Council functions. It will help establish appropriate expectations about the level of public involvement.

**AUDIO DATA COLLECTION POLICY**

Council currently holds a number of Closed-Circuit Television (CCTV) installations at Council controlled facilities across the jurisdiction. These CCTV installations currently capture rolling images only and do not have audio capability enabled. Council has identified that on occasion there may be a need to capture audio data from CCTV installations to inform service improvement initiatives. To facilitate enablement of any audio data collection capability at any CCTV installation site, Council is obliged to consider the information privacy impacts and formulate appropriate governance mechanisms. The *Audio Data Collection Policy* has been drafted to declare a commitment to any statutory obligations arising and provide for a principled approach to assessment and approval of future proposals for enabling of audio data collection activities at any of Council's existing CCTV installation sites.

**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**





## Community Engagement Policy

Policy Type	Governance Policy	Version:	1.0
Responsible Officer	Manager Community Wellbeing	Date Approved:	Dec 2020
Review Officer:	Manager Community Wellbeing	Review Due:	Dec 2024
Author:	Manager Community Wellbeing	Commencement:	Dec 2020

### 1. PURPOSE

Mareeba Shire Council is committed to meaningful community engagement to assist in the delivery of high quality local government. The Community Engagement Policy outlines Council's intentions to appropriately involving the community in decision-making across a range of Council functions including policy development, planning, program and service delivery.

The Policy will set an expectation to community members about the level of public involvement in problem-solving and decision-making.

The importance of community engagement is reflected in two key principles of the *Local Government Act 2009*: "democratic representation, social inclusion and meaningful community engagement" and the "transparent and effective processes and decision-making in the public interest."

### 2. SCOPE

This Policy applies to Council and consultants engaged by Council.

Community consultation that is prescribed under legislation is outside of the scope of this Policy. However, where the legislation does not prescribe how community consultation should be undertaken that engagement is within the scope of the Policy.

### 3. POLICY STATEMENT

#### 3.1 COMMUNITY ENGAGEMENT

Mareeba Shire Council recognises that residents and other stakeholders have diverse opinions, innovative ideas and a wealth of life experience and this information allows Council to better understand issues and provide services that are tailored to community needs. Council aims to inform the public about decisions and to provide appropriate mechanisms for public input and participation in Council decision-making to ensure that community needs and values are recognised in service planning and delivery.

Community engagement is not about replacing the decision-making functions of democratically elected Councillors, rather it is about enhancing and informing this decision-making and providing new opportunities for partnering between Council and others to address issues and problems. Responsibility for the final decision rests with Council.

Effective community engagement contributes to the following outcomes:

Page 1 of 3

#### 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 Engagement Policy

- Increased community awareness about Council policy development, planning, program and service delivery;
- Increased community satisfaction with Council and strengthening of trust between Council and community;
- Increased awareness of community views and needs for consideration in decision-making processes;
- Improved decision-making with solutions and outcomes broadly supported by and reflecting the best interests of the community.

The International Association for Public Participation (IAP2) framework and the Local Government Association of Queensland community engagement principles guide the community engagement conducted by Council.

### **3.2 PRINCIPLES**

The following principles provide a framework for how Council engages with the community and should be evident in all engagement activities and processes:

**Integrity** - Council acts ethically using engagement processes that are open, honest and accountable; accurately defining the scope and purpose of engagement and clearly articulating the community's level of influence in a decision or activity and how the final decision will be made.

**Inclusion** - Council ensures stakeholders have fair and equitable access to Councillors to influence decision making; using a variety of engagement techniques that meet the diverse needs of the community and connect with those who are hardest to reach.

**Deliberation** - Council provides sufficient and relevant information whenever possible and feasible, to allow the community to understand, discuss and evaluate problems, alternatives and solutions; meaningful community engagement is facilitated through the provision of appropriate information.

**Influence** - Council recognises and values the opinions, ideas, experiences, needs and aspirations of the community; community influence in the decision-making is acknowledged, apparent and reflected in Policy, plans, programs and services. The final decision rests with Council and the community will be informed of the outcome of the community engagement to 'close the engagement loop'.

### **3.3 ENGAGEMENT STRATEGIES**

#### **3.3.1 When will Council Engage with the Community?**

Priority will be given to engaging with the community when:

- It is a requirement under legislation or under a funding agreement;
- When Council resolves to recommend the need for community engagement;
- When the decision is likely to impact on people and the places they live and work; or
- When a Council operated event, program, service, facility, community focussed Policy or plan is to be introduced, changed or discontinued, which may impact on the community.

#### **3.3.2 When will Council Not Engage with the Community?**

There are certain situations that are not suited to community engagement and these include:

- When decisions must be made immediately;

Community Engagement Policy

- When decisions relate to everyday council business operations or legislative matters and there is no scope for community views to be considered; or
- When legal or commercial and other confidentiality restrictions prevent.

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**4. REPORTING**

No additional reporting is required

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**5. DEFINITIONS****Community**

A group of people united by at least one common characteristic such as geography, shared interest, experience, values, or attitudes.

**Community Engagement**

A planned process of connecting, communicating and working with the community to ensure that they are well informed and provided with opportunities to be part of the problem-solving and decision-making processes on matters that affect their lives and the community generally.

**Stakeholder**

Any individual, group, or entity with an interest in the subject matter or may be affected by the outcome of a decision.

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**6. RELATED DOCUMENTS AND REFERENCES****RELATED DOCUMENTS**

- Land Act 1994 (Qld)
- Local Government Act 2009 (Qld)
- Local Government Regulation 2012 (Qld)
- Planning Act 2016 (Qld)

**REFERENCES**

- Department of Infrastructure, Local Government and Planning. 2017. Community Engagement Toolkit for Planning.
- International Association for Public Participation (IAP2). 2015. Quality Assurance Standard for Community Engagement and Stakeholder Engagement.
- Local Government Association of Queensland. 2010. Community Engagement Policy Development Guide.

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**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.



### Audio Data Collection Policy – (CCTV)

Policy Type	Governance Policy	Version:	1.0
Responsible Officer	Manager Systems and Customer Service	Date Approved:	16/12/2020
Review Officer:	Manager Systems and Customer Service	Review Due:	15/12/2021
Author:	Senior Compliance Officer	Commencement:	16/12/2020

#### 1. PURPOSE

To provide a principled framework for assessment and approval of proposals for purpose-specific enabling of audio data collection capability to support CCTV installations within and around Council controlled facilities to ensure compliance with obligations arising under specific legislation. This policy must be read in conjunction with Council's CCTV policy instruments.

#### 2. SCOPE

- This policy applies across Council.
- This policy does not apply to *personal use* of listening devices as applies to circumstances outside the scope and context of Council's CCTV installations.<sup>1</sup>
- This policy does not apply to the use of Body Worn Camera devices.
- This policy does not apply to the collection of audio data for the purpose of animal management related investigations.

#### 3. POLICY STATEMENT

Council is obliged to observe Part 4 of the *Invasion of Privacy Act 1971* (Qld) in relation to use of listening devices where such use may potentially capture a **private conversation**.<sup>2</sup> Council additionally holds obligations under the *Information Privacy Act 2009* (Qld) (IP Act) in relation to storage, handling and disclosure of any information (to include audio data) captured.

##### 3.1 GENERAL ASSESSMENT PRINCIPLES

Where a proposal is raised for enabling of audio data collection capability at any Council controlled facility where CCTV is installed and operational or is proposed to be installed, Council will have regard for the context of the audio data collection to consider:

<sup>1</sup> See *Invasion of Privacy Act 1971* (Qld) s 42(2) for use of a listening device by a person who is **party** to a private conversation as defined. See also s 43(2) for the application of exemptions.

<sup>2</sup> See especially *Invasion of Privacy Act 1971* (Qld) s 43(1) and s 49A offence provision for a corporation and executive liability provision.

##### 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.

## Audio Data Collection Policy (CCTV)

- The overarching purpose of the audio data collection enablement—what the audio data collection seeks to achieve—the proposal must align with the relevant *objectives* outlined in Council's existing CCTV policy.<sup>3</sup>
- The level of necessity for enhanced surveillance to include audio data collection to support the collection of CCTV image data at the subject location. Such necessity should include an objective assessment of the need for capture of enhanced audio material evidence based upon any prior documented incidents occurring at the subject location;
- Council's ability to *justify* the purpose for the audio data collection. Consideration should be afforded to the location of the intended capture. It will be inherently more difficult to justify collection in a non-public place such as a private office or work area for example.
- The level of risk assigned to the absence of audio data—the extent to which the absence of audio data obscures or prevents understanding of the CCTV image data collected at the subject location. To assist, consideration should be afforded to the expected level of additional understanding audio data will provide to the visual imagery data collected at the subject location;
- Assessment of the extent of expectation of persons regularly attending and moving about the subject location that privacy will exist at the subject location—the extent to which persons expect that what is spoken about at the subject location will remain private (see definitions section for **private conversation**). For example, a conversation will not be private in circumstances where a party to the conversation ought reasonably to expect the words may be heard by somebody else, i.e. a conversation held in a public place;<sup>4</sup>
- The length of time that the intended audio data collection is to remain in place along with the future potential of any requirement for prolonged ongoing collection of audio data at the subject location;
- The potential impact of *public perception* arising from the audio data collection activity given the existence of obligation to inform persons of the collection (see particularly, requirements under section 3.2 below);
- That all information collected from an audio enabled CCTV device installation forms the basis of a *public record*<sup>5</sup> immediately upon collection and is subject to the requirements of the *Public Records Act 2002* (Qld) which in turn imposes obligations on the ownership and keeping of public records.<sup>6</sup>
- That persons hold a right to and may apply for *access* to public records containing their personal information under the *Information Privacy Act 2009* (Qld) and *Right to Information Act 2009* (Qld).<sup>7</sup>

### 3.2 INFORMATION PRIVACY

Council additionally holds obligations under the IP Act which regulates the collection, storage, handling, use and disclosure of **personal information** collected from any audio enabled CCTV device installation in a Council controlled area.<sup>8</sup> Collection of audio data must align with lawful purpose and must be consistent with Council CCTV and current recordkeeping policy. Accordingly, the following principles will apply to the assessment of any proposal for enabling of audio data collection at an existing or proposed CCTV installation location:

<sup>3</sup> See especially *Closed-Circuit Television (CCTV) System Policy* (MSC) s 3.1 **points 1-4**. See also s 3.3.

<sup>4</sup> See especially *Invasion of Privacy Act 1971* (Qld) s 43.

<sup>5</sup> See *Public Records Act 2002* (Qld) sch 2. A **record** is defined to include (b) 'anything from which **sounds, images** or writings can be reproduced with or without the aid of anything else.

<sup>6</sup> See *Public Records Act 2002* (Qld) ss 6-9, 13-14.

<sup>7</sup> See *Information Privacy Act 2009* (Qld) s 40. See also *Right to Information Act 2009* (Qld) s 23.

<sup>8</sup> See *Information Privacy Act 2009* (Qld) s 27.

## Audio Data Collection Policy (CCTV)

- Audio data may only be collected for a *lawful purpose* directly related to a function or activity of Council.<sup>9</sup>
- persons who may be captured by the audio data collection enabled CCTV installation, and therefore from whom *information* is collected, **must be made aware** of the purpose of the audio data collection and must be informed of any law authorising the audio data collection and to whom the information may be disclosed.<sup>10</sup> **Appropriate signage must be installed in the subject location** in accordance with Council's CCTV procedure.<sup>11</sup>
- Council will take all reasonable steps to ensure that personal information that is collected via enabling of audio data in conjunction with any CCTV installation is *relevant* to the purpose for which it is collected.<sup>12</sup> The personal affairs of an individual must not be unlawfully or unreasonably intruded upon.<sup>13</sup>
- Council will comply with all lawful requirements for use, secure storage, access to and disposal of all information collected from an audio enabled CCTV installation.<sup>14</sup>

**3.3 APPROVAL**

- Enabling of audio data collection will not be considered for a subject location which is not associated with a CCTV installation.
- Any proposal for enabling of CCTV audio data collection will be subject to assessment and approval by Council's Chief Executive Officer or delegated officer with approval issued via emailed authorisation.
- All proposal submissions for enabling of CCTV audio data collection must be accompanied by a report clearly articulating the *identified purpose* and *justification* for the enablement and how the enablement meets the objectives of Council's CCTV policy.
- Where enabling of CCTV audio data collection is approved, the approval will be communicated to the Manager Systems and Customer Service, who will oversee the implementation.

**3.4 APPROVAL CONDITIONS**

- Approval for enabling of CCTV audio data collection will be subject to the requirements of Council's CCTV policy;
- Approval for CCTV audio data collection will be subject to regular and at minimum, an annual assessment of the necessity for continued data collection. Such assessment will include consideration of all points listed in section 3.1 of this policy. Audio data collection will remain enabled for a CCTV installation location only for the period of time deemed to be necessary to fulfil the original declared and approved purpose;
- CCTV audio data collected must be used only for the originally approved purpose and no other purpose whatsoever.
- Approval for enabling of CCTV audio data collection will be subject to strict adherence to the principles outlined in section 3.2 of this policy.

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<sup>9</sup> See *Information Privacy Act 2009* (Qld) sch 3 s 1. See also *Closed-Circuit Television (CCTV) System Policy* (MSC) s 3.7.

<sup>10</sup> See *Information Privacy Act 2009* (Qld) sch 3 s 2.

<sup>11</sup> See *Closed-Circuit Television (CCTV) System Procedure* (MSC) s 3.3.

<sup>12</sup> See *Information Privacy Act 2009* (Qld) sch 3 s 3.

<sup>13</sup> See *Human Rights Act 2019* (Qld) s 25(a). See also s 58(1)—decision making implication.

<sup>14</sup> See *Information Privacy Act 2009* (Qld) sch 3 s 4. See also *Closed-Circuit Television (CCTV) System Policy* (MSC) s 3.8. See also *Closed-Circuit Television (CCTV) System Procedure* (MSC) ss 3.2.1-3.2.4. See also *Records Management Policy* (MSC) ss 3.2, 3.3.3.



Audio Data Collection Policy (CCTV)

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**4. REPORTING**

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Council will maintain a schedule of current audio enabled CCTV sites in accordance with section 3.1 of Council's *Closed-Circuit Television (CCTV) System Procedure*.

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**5. DEFINITIONS**

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**CCTV System** – means the totality of arrangements for closed-circuit television including, but not limited to, the technological system, staff and operational procedures.

**Council** – means the Mareeba Shire Council including all elected representatives, employees, contractors, volunteers, a Standing or Joint Standing Committee, committee members and any entity under direct Council ownership, management, sponsorship or financial control.

**Personal information** – means information about an individual whose identity is apparent or can be reasonably ascertained from the information. Information may include an audio and/or video recording.<sup>15</sup>

**Private conversation** – means any words spoken by one person to another person in circumstances that indicate that those persons desire the words to be heard or listened to only by themselves or that indicate that either of those persons desires the words to be heard or listened to only by themselves and by some other person, but does not include words spoken by one person to another person in circumstances in which either of those persons ought reasonably to expect the words may be overheard, recorded, monitored or listened to by some other person, not being a person who has the consent, express or implied, of either of those persons to do so.<sup>16</sup>

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**6. RELATED DOCUMENTS AND REFERENCES**

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*Administrative Access Scheme Policy* (MSC)  
*Closed-Circuit Television (CCTV) System Policy* (MSC)  
*Closed-Circuit Television (CCTV) System Procedure* (MSC)  
*Human Rights Act 2019* (Qld)  
*Information Privacy Act 2009* (Qld)  
*Invasion of Privacy Act 1971* (Qld)  
*Public Records Act 2002* (Qld)  
*Right to Information Act 2009* (Qld)  
*Records Management Policy* (MSC)

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**7. REVIEW**

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

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<sup>15</sup> See *Information Privacy Act 2009* (Qld) s 12.

<sup>16</sup> See *Invasion of Privacy Act 1971* (Qld) s 4.



**8.6 REVIEW OF COUNCIL SERVICE FOR REMOTE BUILDING APPLICATIONS**

**Date Prepared:** 1 December 2020

**Author:** Manager Development and Governance

**Attachments:** Nil

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**EXECUTIVE SUMMARY**

Council recently conducted a review of Building Certification Services and found that private certifiers in the region provide adequate service to the remote areas of the Shire. Therefore, it is proposed that Council no longer provide building certifications services across the entire local government area.

**RECOMMENDATION**

That Council cease providing Building Certification Services within Mareeba Shire local government area.

**BACKGROUND**

Council has been offering building certification services since 1975 (Building Act 1975). Between 1975 and 1998, Local Governments were exclusively responsible for building certification within their particular local government area.

The Integrated Planning Act 1997 first introduced private building certification in 1998. Since then, the private building certification sector has rapidly expanded, and it has now reached the stage where local government building certification is rare.

In 2018, Council resolved to discontinue providing building certification services in populated areas, since then Council has only received two (2) applications for the certification of buildings in the remote areas of the Shire. All records relating to building certification are required to be lodged with Council. During the period since 2018 private certifiers have lodged numerous building approvals in the remote areas of the Shire.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Section 38 of the *Local Government Regulation 2012* identifies Mareeba Shire Council as having a business activity if building certification services are provided. The regulation does not prescribe that Council must provide building certification, but it does imply additional reporting responsibilities in regard to anti-competitive trading by Council.

Council will still be required to disclose in the Annual Report for the current applications that remain under the authority of the Council. All current applications should lapse within the next (2) two years.

**LINK TO CORPORATE PLAN**

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

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

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

#### **IMPLEMENTATION/COMMUNICATION**

Communicate to all local operated Building Certification Services the change in service.

**8.7 Q-MSC2020-25 AUDIT COMMITTEE INDEPENDENT CHAIRPERSON**

**Date Prepared:** 18 November 2020  
**Author:** Director Corporate and Community Services  
**Attachments:** Nil

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**EXECUTIVE SUMMARY**

Council invited written submissions from suitably qualified respondents for the role of Audit Committee - Independent Chairperson with a closing date of 5 November 2020.

**RECOMMENDATION**

That Council engage Ms Ruth Faulkner from P & RH Faulkner (partnership) T/A Conus Business Consultancy Services in the role of Independent Chairperson for a period of two (2) years from January 2021 to January 2023, with an option to extend for a further two (2) by one (1) year period.

**BACKGROUND**

The current Independent Chairperson Ms Ruth Faulkner T/A Conus Business Consultancy Services was engaged by Council from 3 September 2017 for a period of two (2) years and four (4) months, with the possibility of a 12 month extension by mutual agreements. This contract will cease on 2 January 2021.

On the 24 September 2020 Council invited written submissions from suitably qualified respondents for the role of Audit Committee - Independent Chairperson via Tenderlink with a closing date of 5 November 2020. The term of appointment is for a period of two (2) years from January 2021 to January 2023, with an option to extend for a further two (2) by one (1) year period.

Four (4) submissions were received with Conus Business Consultancy Services meeting all requirements of the position.

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

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

Yes

**LINK TO CORPORATE PLAN**

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

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

**IMPLEMENTATION/COMMUNICATION**

Advise successful and unsuccessful tenderers of the outcome.





**8.8 FINANCIAL STATEMENTS PERIOD ENDING 30 NOVEMBER 2020****Date Prepared:** 25 November 2020**Author:** Manager Finance**Attachments:** 1. Budgeted Income Statement by Fund 2020/21 Budget [↓](#)**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with an overview of financial matters for the period 1 July 2020 to 30 November 2020.

**RECOMMENDATION**

That Council:

1. receives the Financial Report for the period ending 30 November 2020;
2. empanels the two (2) new contractors listed below to add to the Sole Supplier Register.

**BACKGROUND**

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

For the period ending 30 November 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.

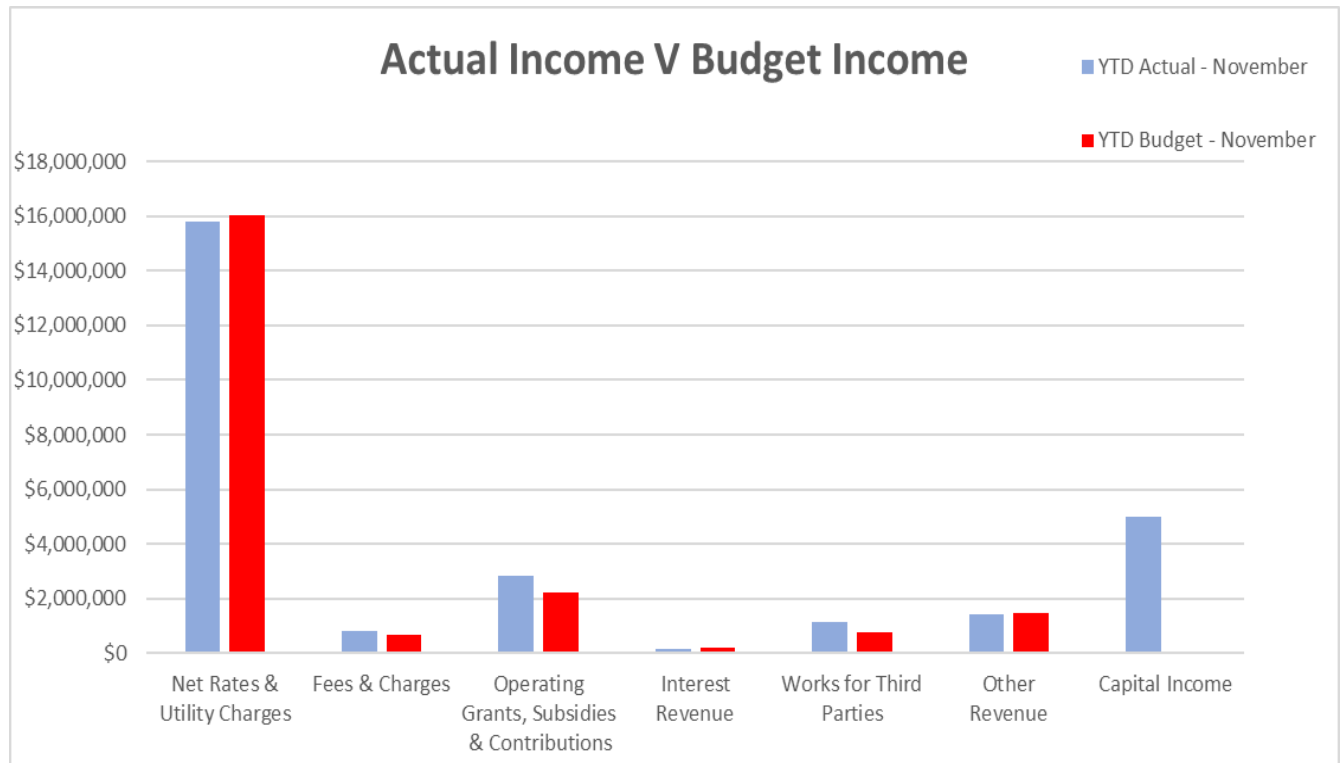
***November 2020 - Snapshot***

Total Operating Income	\$	22,206,972
Total Operating Expenditure	\$	19,437,042
Operating Surplus/(Deficit)	\$	2,769,930
Total Capital Income (grants, developer contributions)	\$	4,977,819
<b>Net Result - Surplus/(Deficit)</b>	<b>\$</b>	<b>7,747,749</b>

Income Analysis

Total income (including capital income of \$4,977,819) for the period ending 30 November 2020 is \$27,184,791 compared to the YTD budget of \$21,416,364.

The graph below shows actual income against budget for the period ending 30 November 2020.



	Actual YTD	Budget YTD	Note
Net Rates & Utility Charges	15,790,360	16,040,709	1
Fees & Charges	817,288	685,229	2
Operating Grants, Subsidies & Contributions	2,822,699	2,230,607	
Interest Received	183,683	208,542	3
Works for Third Parties	1,155,527	763,958	4
Other Revenue	1,437,415	1,487,318	
Capital Income	4,977,819	-	5

## Notes:

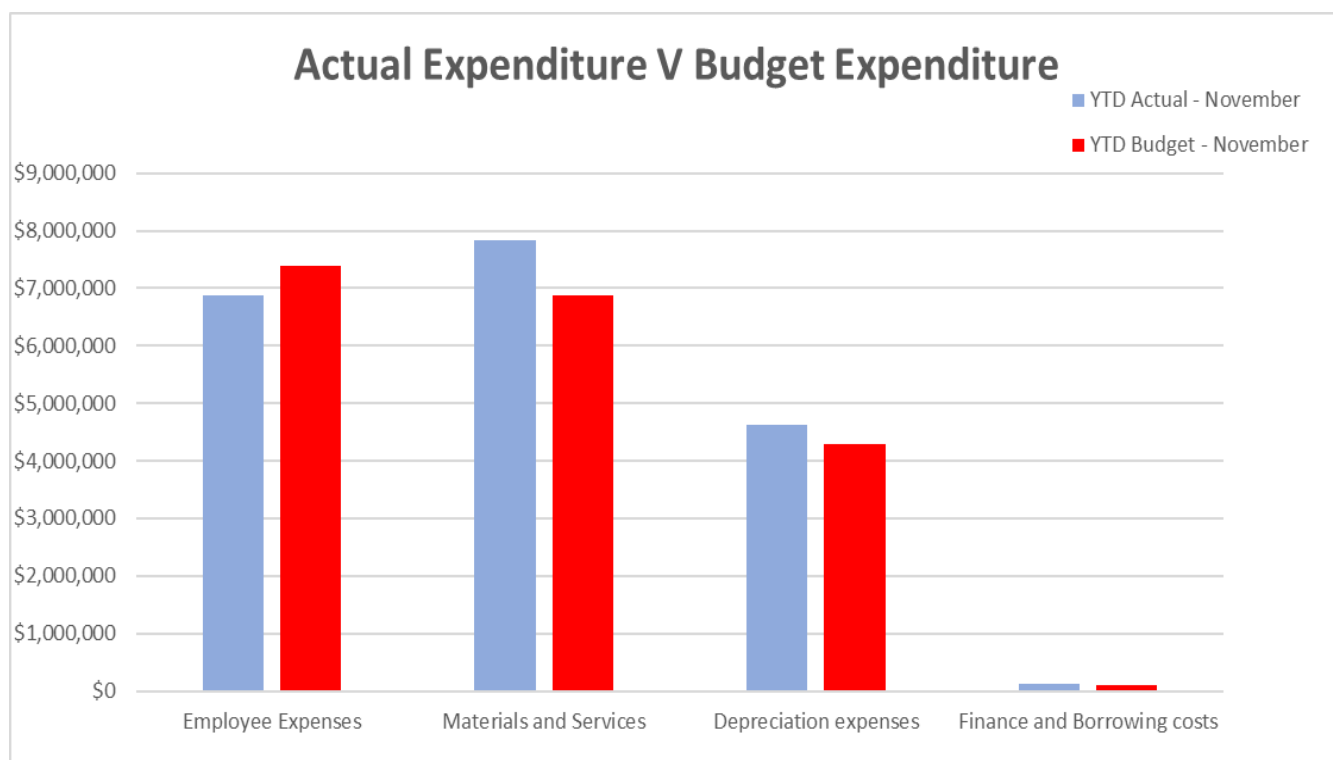
1. Rates for the half year ending 31 December 2020 were levied in August. The variance relates to the COVID19 rate rebate remission.
2. Revenue from building and plumbing domestic applications, town planning applications and cemeteries are tracking higher than YTD budget.
3. Interest income is tracking below budget due to term deposits that have not matured yet.

4. Favourable result due to 3<sup>rd</sup> party works which were not budgeted for. The associated costs form part of the operational expenses which were also not budgeted. The net impact of these additional works is likely to result in a small surplus.
5. Council has already received \$4M in capital grants towards W4Q4, TIDS, R2R, Chillagoe water project and NDRRA betterment plus \$943k in developer contributions.

### Expenditure Analysis

Total expenses for the period ending 30 November 2020 is \$19,437,042 compared to the YTD budget of \$18,650,801.

The graph below shows actual expenditure against budget for the period ending 30 November 2020.



	Actual YTD	Budget YTD	Note
Employee expenses	6,873,943	7,394,320	<b>1</b>
Materials & Services	7,825,969	6,880,828	<b>2</b>
Depreciation expenses	4,617,411	4,282,331	
Finance & Borrowing costs	119,719	93,322	<b>3</b>

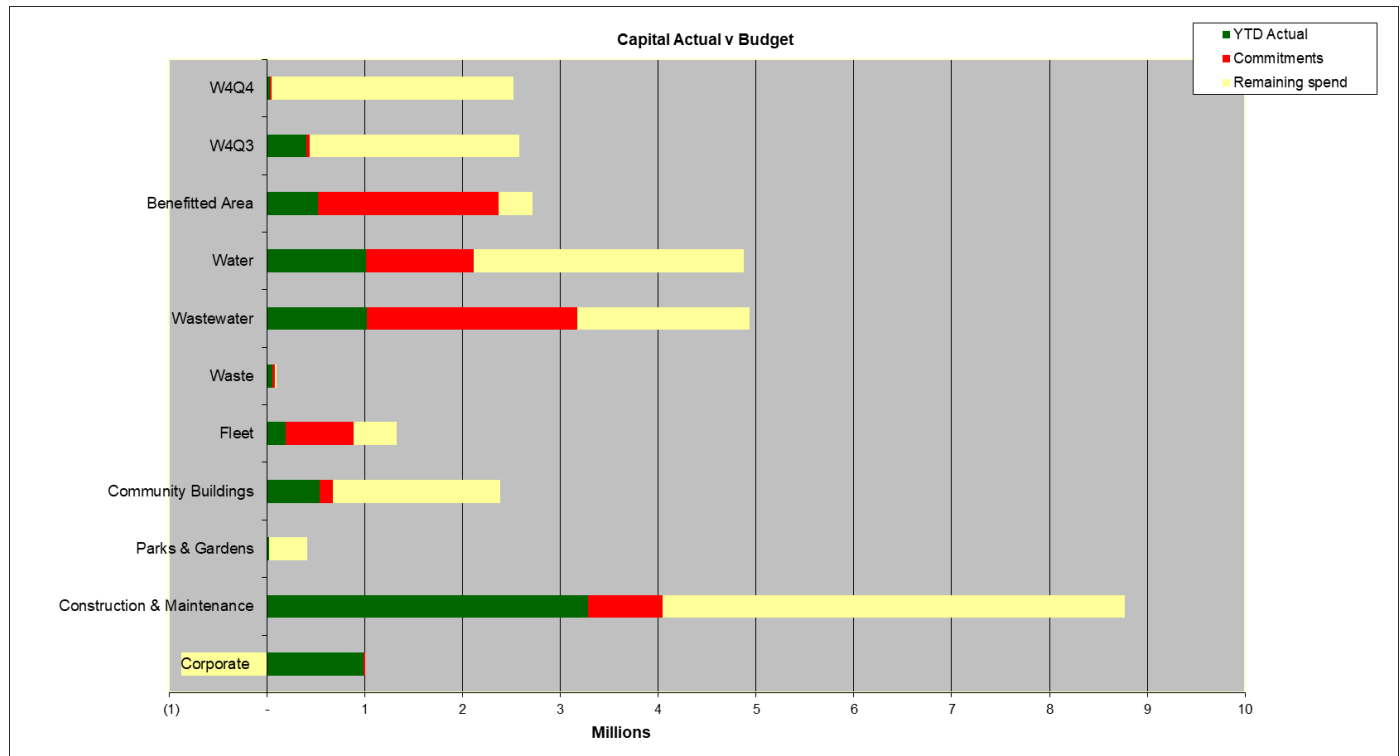
### Notes:

1. There are no significant issues to report. The reason for the variance is a timing issue for the annual increment, staff absences, vacancies and staff working on capital.
2. The vast majority of this variance relates to NDRRA expenditure. This will be offset once claims are submitted and Council is reimbursed.

3. Stores write-off of old or obsolete stock is contributing to the overspend. Stores write offs are an annual audit process which is not budgeted for and are offset by savings and sale of surplus stock (auction proceeds).

### Capital Expenditure

Total capital expenditure of \$14,868,862 (including commitments) has been spent for the period ending 30 November 2020 against the 2020/21 adjusted annual capital budget of \$30,740,307. This budget figure includes carry overs from 2019/20 of \$14,928,673 and new and additional funds required for 2020/21 capital projects of \$91,634.



During the month of November, Council had settled the purchase of the land for the new Kuranda cemetery location at 70 Kuranda Heights Road.

### Loan Borrowings

Council's loan balance is as follows:

QTC Loans

\$7,927,355

## Rates and Sundry Debtors Analysis

### Rates and Charges

The total rates and charges payable as at 30 November 2020 are \$2,231,341 which is broken down as follows:

Status	30 November 2020		30 November 2019	
	No. of properties	Amount	No. of properties	Amount
Valueless land	18	751,222	18	877,240
Payment Arrangement	148	151,642	239	146,850
Collection House	342	929,287	334	827,327
Exhausted – awaiting sale of land	7	152,286	9	113,518
Sale of Land	10	137,612	8	104,996
Other (includes supplementary rates)	215*	109,292	259	71,680
<b>TOTAL</b>	<b>740</b>	<b>2,231,341</b>	<b>867</b>	<b>2,141,611</b>

\* Of this total, there are 147 properties with a rates balance of less than \$10.

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 \$216,444 for the month of November 2020.

Council Officers have commenced the process in acquiring the identified valueless land properties, this process will take up to 12 months to complete.

### Sundry Debtors

The total outstanding for Sundry Debtors as at 30 November 2020 is \$661,979 which is made up of the following:

Current	30 days	60 days	90 + days
\$177,855	\$22,532	\$423,285	\$38,307
27%	3%	64%	6%

### Procurement

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:

- Council resolves that, it is satisfied that there is only one (1) supplier who is reasonably available; or,
- 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 tender.

There are currently 41 suppliers considered sole suppliers which have been endorsed by Council. The two suppliers, Fista Health Consultancy and Axon Public Safety Australia Pty Ltd are recommended to be endorsed by Council and added to the approved sole supplier register. Fista supply Council with Environmental Health Services and Axon are the suppliers of our body worn cameras.

**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



<b>Budgeted Income Statement by Fund 2020/21 Budget</b>			
<b>Consolidated</b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2020/21</b>
<b>Revenue</b>			
Rates and utility charges	17,079,674	17,061,526	34,123,050
Less Discounts and Pensioner Remissions	(1,289,314)	(1,020,817)	(2,041,634)
<b>Net Rates and Utility Charges</b>	<b>15,790,360</b>	<b>16,040,709</b>	<b>32,081,416</b>
Fees and Charges	817,288	685,229	1,367,076
Operating Grants and Subsidies	2,550,184	2,211,441	7,500,988
Operating Contributions	272,515	19,167	196,000
Interest Revenue	183,683	208,542	500,500
Works for Third Parties	1,155,527	763,958	1,833,500
Other Revenue	1,437,415	1,487,318	3,464,797
<b>Total Operating Revenue</b>	<b>22,206,972</b>	<b>21,416,364</b>	<b>46,944,277</b>
<b>Expenditure</b>			
Employee Expenses	6,873,943	7,394,320	18,272,559
Materials and Services	7,825,969	6,880,828	14,348,805
Depreciation expense	4,617,411	4,282,331	10,277,597
Finance and Borrowing costs	119,719	93,322	306,139
<b>Total Operating Expenses</b>	<b>19,437,042</b>	<b>18,650,801</b>	<b>43,205,100</b>
<b>Operating Surplus/(Deficit)</b>	<b>2,769,930</b>	<b>2,765,563</b>	<b>3,739,177</b>
<b>Capital Income</b>			
Capital Contributions	942,809	-	-
Capital Grants and Subsidies	4,042,103	-	3,163,665
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	(7,093)	-	(263,100)
<b>Total Capital Income</b>	<b>4,977,819</b>	<b>-</b>	<b>2,900,565</b>
<b>Net Result</b>	<b>7,747,750</b>	<b>2,765,563</b>	<b>6,639,742</b>

<b>Budgeted Income Statement by Fund 2020/21 Budget</b>			
<b>General</b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2020/21</b>
<b>Revenue</b>			
Rates and utility charges	9,324,971	9,250,041	18,500,081
Less Discounts and Pensioner Remissions	(1,289,314)	(1,020,817)	(2,041,634)
<b>Net Rates and Utility Charges</b>	<b>8,035,657</b>	<b>8,229,224</b>	<b>16,458,447</b>
Fees and Charges	735,584	558,146	1,062,076
Operating Grants and Subsidies	2,547,559	2,211,441	7,500,988
Operating Contributions	3,085	19,167	46,000
Interest Revenue	110,243	120,833	290,000
Works for Third Parties	1,119,166	763,958	1,833,500
Other Revenue	897,795	780,026	1,867,297
<b>Total Operating Revenue</b>	<b>13,449,090</b>	<b>12,682,795</b>	<b>29,058,308</b>
<b>Expenditure</b>			
Employee Expenses	6,342,750	6,747,575	16,701,034
Materials and Services	4,390,296	3,036,560	5,140,769
Depreciation expense	3,258,458	2,908,244	6,979,788
Finance and Borrowing costs	87,648	61,245	180,188
<b>Total Operating Expenses</b>	<b>14,079,152</b>	<b>12,753,624</b>	<b>29,001,779</b>
<b>Operating Surplus/(Deficit)</b>	<b>(630,062)</b>	<b>(70,829)</b>	<b>56,529</b>
<b>Capital Income</b>			
Capital Contributions	525,961	-	-
Capital Grants and Subsidies	3,308,597	-	3,163,665
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	9,336	-	(229,000)
<b>Total Capital Income</b>	<b>3,843,893</b>	<b>-</b>	<b>2,934,665</b>
<b>Net Result</b>	<b>3,213,831</b>	<b>(70,829)</b>	<b>2,991,194</b>

<b>Budgeted Income Statement by Fund 2020/21 Budget</b>			
<b><u>Waste</u></b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2020/21</b>
<b>Revenue</b>			
Rates and utility charges	1,988,333	1,972,711	3,945,422
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>1,988,333</b>	<b>1,972,711</b>	<b>3,945,422</b>
Fees and Charges	79,973	100,000	240,000
Operating Grants and Subsidies	2,625	-	-
Operating Contributions	-	-	-
Interest Revenue	10,399	20,833	50,000
Works for Third Parties	-	-	-
Other Revenue	491,306	689,792	1,555,500
<b>Total Operating Revenue</b>	<b>2,572,636</b>	<b>2,783,336</b>	<b>5,790,922</b>
<b>Expenditure</b>			
Employee Expenses	149,113	148,149	366,637
Materials and Services	1,646,706	1,931,537	4,626,185
Depreciation expense	147,310	154,839	371,614
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>1,943,129</b>	<b>2,234,525</b>	<b>5,364,436</b>
<b>Operating Surplus/(Deficit)</b>	<b>629,507</b>	<b>548,811</b>	<b>426,486</b>
<b>Capital Income</b>			
Capital Contributions	9,502	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>9,502</b>	<b>-</b>	<b>-</b>
<b>Net Result</b>	<b>639,009</b>	<b>548,811</b>	<b>426,486</b>

<b>Budgeted Income Statement by Fund 2020/21 Budget</b>			
<b><u>Wastewater</u></b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2020/21</b>
<b>Revenue</b>			
Rates and utility charges	2,621,272	2,565,528	5,131,057
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>2,621,272</b>	<b>2,565,528</b>	<b>5,131,057</b>
Fees and Charges	1,732	27,083	65,000
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	29,815	35,417	85,000
Works for Third Parties	554	-	-
Other Revenue	17,441	-	-
<b>Total Operating Revenue</b>	<b>2,670,814</b>	<b>2,628,028</b>	<b>5,281,057</b>
<b>Expenditure</b>			
Employee Expenses	142,588	210,368	508,172
Materials and Services	574,134	722,852	1,638,130
Depreciation expense	628,244	645,372	1,548,892
Finance and Borrowing costs	32,071	32,077	125,951
<b>Total Operating Expenses</b>	<b>1,377,036</b>	<b>1,610,669</b>	<b>3,821,145</b>
<b>Operating Surplus/(Deficit)</b>	<b>1,293,778</b>	<b>1,017,359</b>	<b>1,459,912</b>
<b>Capital Income</b>			
Capital Contributions	184,982	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	(9,100)
<b>Total Capital Income</b>	<b>184,982</b>	<b>-</b>	<b>(9,100)</b>
<b>Net Result</b>	<b>1,478,760</b>	<b>1,017,359</b>	<b>1,450,812</b>

<b>Budgeted Income Statement by Fund 2020/21 Budget</b>			
<b><u>Water</u></b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2020/21</b>
<b>Revenue</b>			
Rates and utility charges	3,089,440	3,215,008	6,430,015
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>3,089,440</b>	<b>3,215,008</b>	<b>6,430,015</b>
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	19,844	10,417	25,000
Works for Third Parties	35,806	-	-
Other Revenue	30,873	17,500	42,000
<b>Total Operating Revenue</b>	<b>3,175,963</b>	<b>3,242,925</b>	<b>6,497,015</b>
<b>Expenditure</b>			
Employee Expenses	239,492	288,228	696,716
Materials and Services	1,112,995	1,105,458	2,797,223
Depreciation expense	554,707	542,284	1,301,483
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>1,907,194</b>	<b>1,935,970</b>	<b>4,795,422</b>
<b>Operating Surplus/(Deficit)</b>	<b>1,268,769</b>	<b>1,306,955</b>	<b>1,701,593</b>
<b>Capital Income</b>			
Capital Contributions	222,364	-	-
Capital Grants and Subsidies	733,506	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	(16,428)	-	(25,000)
<b>Total Capital Income</b>	<b>939,442</b>	<b>-</b>	<b>(25,000)</b>
<b>Net Result</b>	<b>2,208,211</b>	<b>1,306,955</b>	<b>1,676,593</b>

<b>Budgeted Income Statement by Fund 2020/21 Budget</b>			
<b>Benefited Area</b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2020/21</b>
<b>Revenue</b>			
Rates and utility charges	55,659	58,238	116,475
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>55,659</b>	<b>58,238</b>	<b>116,475</b>
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	269,430	-	150,000
Interest Revenue	13,383	21,042	50,500
Works for Third Parties	-	-	-
Other Revenue	-	-	-
<b>Total Operating Revenue</b>	<b>338,471</b>	<b>79,280</b>	<b>316,975</b>
<b>Expenditure</b>			
Employee Expenses	-	-	-
Materials and Services	101,838	84,421	146,498
Depreciation expense	28,693	31,592	75,820
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>130,531</b>	<b>116,013</b>	<b>222,318</b>
<b>Operating Surplus/(Deficit)</b>	<b>207,940</b>	<b>(36,733)</b>	<b>94,657</b>
<b>Capital Income</b>			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Result</b>	<b>207,940</b>	<b>(36,733)</b>	<b>94,657</b>

**8.9 ICT STRATEGY AND ACTION PLAN 2021 - 2024**

**Date Prepared:** 26 November 2020

**Author:** Manager Systems and Customer Officer

**Attachments:** 1. ICT Strategy and Action Plan 2021-2024 [↓](#)

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**EXECUTIVE SUMMARY**

The purpose of this report is to update Council's long-term Information and Communication Technology (ICT) strategy. This strategy embraces the 'ICT as a Service' ethos and makes use of cloud service models to the maximum extent permissible.

This strategy reinforces the preceding strategy and provides an updated set of action items to enact the required intent.

**RECOMMENDATION**

That Council accept the ICT Strategy and Action Plan 2021 – 2024.

**BACKGROUND**

The 2017 strategy detailed a set of five (5) strategic focus areas:

- Connected, Secure and Reliable
- Cloud First
- Enterprise Efficiency
- Enterprise Mobility
- Digital Customer

The overarching emphasis was an enterprise level objective to embrace and adopt cloud computing technologies wherever practicable. At that time Council's information systems were predominantly on premises, with very limited cloud adoption.

In the interim years Council has focused on the building the fundamentals necessary to enable a cloud vision and subsequently transitioned major enterprise systems to the cloud, including Microsoft Office 365 and the Technology One suite.

An updated series of action items has been applied to each focus area.

**Focus Areas*****Connected Secure and Reliable***

The transition to cloud services places far greater emphasis on the performance and availability of Council's internet communications link.

A great deal of work has been done in this space to provide for reliable and redundant internet links along with the necessary authentication services to provide for secure access to systems and data. Future action items seek to provide for even greater link redundancy and further enhance the authentication controls, in line with current best practices.



***Cloud First***

Whilst a great proportion of Council's Information Systems have been successfully transitioned to the Cloud, as a result of such projects as Microsoft Office 365 and Technology One SaaS, there is still more work to be done.

All remaining on premises systems will be scrutinised and measured against their suitability to transition to the Cloud. Where this is found to be possible a migration plan that ensures for a low risk approach will be developed and implemented. A number of cloud service delivery models will be considered, from Infrastructure as a Service (IaaS) in which Council retains much of the administrative overhead in delivering the system, to a true Software as a Service (SaaS) model in which this effort is devolved to the relevant provider.

***Enterprise Efficiency***

A series of actions have been developed that target Council's core Enterprise Resource Planning (ERP) platform provided by Technology One. This encompasses the Core Enterprise Suite, Property and Rating, Enterprise Cash Receipting and Enterprise Content Management products.

The focus of action items in this category is the transition of all Technology One products from the legacy, and approaching obsolete, Ci to the new CiA architecture. This architecture embraces Web Services where the product is 'delivered' via a browser. This allows for seamless cloud hosting, enhanced mobility and enables Council to take up new functionality being developed.

***Enterprise Mobility***

A move toward the delivery of systems via the Cloud brings with it a number of implicit capabilities, one of which is the ability to access these systems 'anywhere at any time'.

The actions in this focus area look to leverage this capability to deliver system access to both Council staff working in the field, and customers via on-line portals and mobility applications.

***Digital Customer***

The final focus area seeks to recognise the changing expectations of Council's customer base, who increasingly expect to engage with Council on-line via a single or 'omni-channel' interface.

A transition to the Cloud simplifies many of the challenges surrounding this approach to customer service delivery.

Council will seek opportunities to allow for digital engagement, inclusive of a greater effort in 'pushing' data to customers.

**RISK IMPLICATIONS****Financial**

The transition to cloud hosted services requires a paradigm shift from an infrequent but significant capital expense to a periodic recurring operational spend.

**Political and Reputational**

The failure of a cloud transition project bears significant reputational risk. All such projects will be programmed in such a way as to provide for a fall back to on-premises, mitigating any service delivery interruptions.

**Legal and Compliance**

The transition of Council data, particularly of a personal nature, to a cloud service poses a significant compliance risk. Due care must be taken to ensure that the relevant provider is compliant with state and federal privacy laws and provides a robust security model to prevent unauthorised access.

**Service Delivery and IT**

By nature, a poorly implemented cloud transition or communications link failure will impact on Council's core ICT service delivery. The strategy action items specified in the focus area *Connected Secure and Reliable* have been initiated to address these risks.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Council must ensure compliance with relevant legislation such as the *Information Privacy Act 2009* when seeking to adopt cloud hosted services.

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

There are unlikely to be substantial capital outlays required to deliver the strategy.

***Operating***

The relevant action items have been broken into succinct pieces of work, the budget for which will be requested as timing dictates. Further details will be provided to Council.

**LINK TO CORPORATE PLAN**

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

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

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

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

**IMPLEMENTATION/COMMUNICATION**

Nil



## ICT Strategy and Action Plan

2021 – 2024

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## 1 Foreword

In 2017 Council adopted an ICT Strategy that sought to align the Corporate Plan with an ICT vision that embraced a 'cloud centric' future and simplified administration whilst recognising the imperative to ensure sustainability.

The 2017 strategy detailed a core vision and set of five strategic focus areas designed to ensure Council's ICT future remained in lockstep with its broader mission and community goals.

- Connected, Secure and Reliable
- Cloud First
- Enterprise Efficiency
- Enterprise Mobility
- Digital Customer

The overarching emphasis was an enterprise level objective to embrace and adopt cloud computing technologies wherever practicable. At that time Council's information systems were predominantly on premises, with very limited cloud adoption.

In the interim years Council focused on the building the fundamentals necessary to enable a cloud vision and subsequently transitioned major enterprise systems to the cloud, including Microsoft Office 365 and the Technology One suite.

At the termination of the 2017 - 2020 Strategy Council determined that both the core vision and focus areas remained both current and relevant, and that future direction will be to continue the previously adopted approach.

This strategy reinforces the preceding document and provides an updated set of action items to enact the required intent.

## 2 ICT Strategy

The transformed use of ICT in Mareeba Shire Council underpins Council's business transformation as part of the broader continuous improvement agenda. By using a new, modern approach to ICT, and providing better outcomes for Council, the Shire and customers, this strategy supports Council's key strategic priorities<sup>1</sup>:

### **Financial Sustainability**

A council that continuously operates in a cost-effective manner while managing council's assets and reserves to ensure a sustainable future.

### **Community**

An informed and engaged community which supports and encourages effective partnerships to enhance the liveability of the shire.

### **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 while delivering affordable levels of identified services within the Shire.

The ICT Strategy outlines Council's vision for the future and specific areas of focus that require attention to deliver incremental improvement over time. Each focus area is accompanied by specific actions and outcomes that are guided by Council's ICT principles.

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<sup>1</sup> MSC Corporate Plan 2021 - 2025

## 2.1 ICT Vision

Council's vision statement relating to the future of the Information Communications Technology environment provides the forward-looking guiding light that will provide direction for the duration of this strategy.

***"Creating simplified and sustainable services and better customer experience through proven cloud first digital platforms."***

The ICT Strategy compliments Council's existing corporate strategy and operational plans as per the following diagram:



Figure One – Mareeba Shire Strategic Alignment



## 2.2 Strategic Principles

Council's Strategic Principles provide the overarching guidance for all future ICT and Digital investments and are used to create a culture that understands and embraces the strategy and action plan.

- *We adopt 'cloud first' solutions to create a sustainable environment and long-term value for our customers.*
- *We adopt integrated enterprise platforms and maximise productivity by eliminating manual processes through targeted investment.*
- *We focus on our core business of delivering services to our customers and leverage industry partners to deliver ICT 'as a Service'.*
- *We adopt standardised software and processes and minimise complex customisations.*
- *We keep our ICT environment simple and focused on delivering a great customer experience through incremental evolution.*
- *We make better decisions through improved use of data and information to create relevant knowledge and intelligence.*
- *Our ICT and digital services maximise efficiency and promote a sustainable financial model.*
- *We embrace digital innovation and trial new capability through prototyping and testing.*
- *We provide access to the right tools and information, at the right place and right time.*

### 3 Action Plan

#### 3.1 Overview

ICT represents significant expenditure for Council and forms a substantial asset, but unlike public buildings the lifecycle of ICT assets is short, requiring upgrades and improvements to be undertaken on a regular basis and, if neglected, can result in high management costs and inefficiencies.

The costs to simply maintain systems that are either at or nearing the end of their useful life are placing a strain on Council's budget. Conversely, the human resources required to continually improve the ICT capability are finite, limiting the delivery of on-going improvements to Council's services.

This Action Plan supports the intent of the ICT Strategy by outlining the high-level activities and associated priorities to achieve the required transformation. The actions contained within the plan provide the platform for a considered and risk managed approach towards achieving the future state and in most instances, will lead to flow on activities.

#### 3.2 Strategic Imperatives

In order to achieve its key objectives, Council is focusing on a structured program of activities that will build upon each other as time goes on. Each tranche within the program will deliver new capabilities and assist in achieving:

- **Get the fundamentals right** - Stabilise the ICT environment and conduct cloud readiness activities to ensure services are delivered in a robust, reliable and highly available manner. This tranche of work is substantially complete, with Council now in a position to aggressively prosecute a cloud centric ICT strategy.
- **Build on the fundamentals** - Leverage the fundamentals to deliver new and innovative services to support business transformation by embracing high-value technology trends.
- **Improve the way Council works** - Develop a program of incremental digital improvement that adopts enhancements that are resultant of Council's transition to cloud-based service delivery.

## 4 Focus Areas

A series of focus areas have been developed to ensure that the right activities and investments are undertaken.

These activities have been incorporated into the following five key focus areas:



### **Connected, Secure and Reliable**

Connecting people utilising secure and reliable technologies.



### **Cloud First**

Leveraging cloud to deliver cost effective services.



### **Enterprise Efficiency**

Delivering better business by maximising out investment in enterprise systems.



### **Enterprise Mobility**

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



### **Digital Customer**

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

#### **4.1 Connected, Secure and Reliable**

##### **4.1.1 Overview**

Reliable communications networks form the foundation of any organisation's ICT systems, connecting people to critical information when and how it is needed.

Whilst robust communications platforms have always been considered important, this is amplified in a cloud first world. Unlike on premises systems that remain available when external communications are interrupted, cloud services are sensitive to the availability of the internet, creating the need for Council to invest in more resilient internet communications systems.

This shift of investment focus means that Council now only need to invest in the resilience of communications networks at a fraction of the cost of building fault tolerance and high availability into the on-premises systems. Within this new model, Council and its customers will experience new levels of performance and availability provided by cloud partners.

New internet-based cloud services will also facilitate better enterprise mobility by making systems automatically available for use on-line. This includes access from any device with an internet connection, greatly simplifying the existing external access systems.

Whilst better access for staff and customers has major benefits, it also highlights the need for enhanced security to maintain the confidentiality and privacy of Council's data. To address this issue, Council will set minimum security standards that cloud providers will be required to adhere to and adopt authentication technologies that minimise the threat of unauthorised access.

**4.1.2 Actions**

	<b>Connected, Secure, Reliable</b>	<b>Outcome</b>
<b>CS-01</b>	<b>Implement network capacity diversity project stage two</b> <ul style="list-style-type: none"> <li>Investigate the implementation of a tertiary internet communication link:                             <ul style="list-style-type: none"> <li>Cellular (4/5G)</li> <li>Satellite</li> </ul> </li> </ul>	Increased capacity and diversity of network connectivity will create a reliable and robust cloud experience.
<b>CS-02</b>	<b>E-mail Hygiene</b> <ul style="list-style-type: none"> <li>Investigate alternative providers and perform comparison against current provider.</li> <li>Review current e-mail hygiene practices and seek to leverage newer content and link protection capabilities.</li> </ul>	Harden Council's e-mail traffic from malicious actors, in particular phishing attacks.
<b>CS-03</b>	<b>Multi Factor Authentication</b> <ul style="list-style-type: none"> <li>Review 2FA providers, with a focus on leveraging existing functionality available via Azure AD.</li> <li>Implement 2FA across all applicable cloud services.</li> </ul>	Increased security for cloud hosted services.
<b>CS-04</b>	<b>Data Protection and back-up stage two</b> <ul style="list-style-type: none"> <li>Implement data protection for all applicable Microsoft Office 365 services.</li> <li>Identify cloud-based data protection solutions.</li> </ul>	Council data will be protected in line with operational and regulatory requirements.

## **4.2 Cloud First**

### **4.2.1 Overview**

For a significant number of years, Council has taken a traditional approach to the delivery of ICT services to staff and its customers. This model has been largely based around owning, operating and managing ICT systems with a team of internal subject matter experts. This model has proven to be very successful over the years with the provision of a range of service delivery improvement initiatives by a team of highly skilled individuals.

Over the last few years a major change in the adoption of cloud services has occurred, due to a major increase in the maturity of cloud-based solutions that range from Software-as-a-service (SaaS), Infrastructure-as-a-Service (IaaS) and fully managed services. The increased level of maturity and 'proven' nature of a range of cloud platforms has caused businesses globally to reconsider their cloud future. Many large organisations are now in the process of blending legacy systems in a hybrid model, or in some circumstances, leveraging SaaS to completely reform their traditional delivery models in favour of the Cloud.

Demands from customers and the community have also changed very quickly in a cloud first, mobile first world, with people now expecting the same ubiquitous services they experience at home to be available within a public sector context. These next generation digital expectations place much more emphasis on service innovation as opposed to 'keeping the lights on' activities, creating the need for organisations to not only transform their ICT but the mix of skills and capabilities as well.

The increased maturity of cloud services combined with the need for organisations to deliver digital innovation to maintain pace with customer expectations, makes the timing right for Council to adopt cloud services in a sustainable, cost effective and risk managed manner. This portion of the action plan focusses on transitioning those previously 'on premise' systems and processes to either a totally cloud environment, or a hybrid solution utilising a combination of both on premise and cloud solutions.

**4.2.2 Actions**

	<b>Cloud First</b>	<b>Outcome</b>
<b>CF-01</b>	<b>Continue Microsoft Office 365 implementation</b> <ul style="list-style-type: none"> <li>• SharePoint online</li> <li>• Teams (instant messaging and collaboration)</li> </ul>	Council will maximise its investment in Office 365 licensing whilst better enabling enterprise collaboration.
<b>CF-02</b>	<b>Implement cloud-based Telephony solution</b> <ul style="list-style-type: none"> <li>• Review and assess available solutions</li> <li>• Where practicable enable long term product evaluation</li> <li>• Investigate desktop hardware requirements/options (e.g. handset, headset)</li> <li>• Investigate call centre solutions</li> <li>• Transition organisation to new system</li> </ul>	Retire legacy and aging digital PABX. Increased flexibility and resilience for telecommunications.
<b>CF-03</b>	<b>Cloud Migration Stage Two</b> <ul style="list-style-type: none"> <li>• Conduct assessment of all remaining on premises systems to determine suitability for cloud migration, favouring SaaS solutions.</li> <li>• Investigate options for IaaS and PaaS where practicable.</li> </ul>	Reduced reliance on on-premises infrastructure.



### **4.3 Enterprise efficiency**

#### **4.3.1 Overview**

The delivery of day to day services within Council relies upon a range of supporting enterprise platforms to conduct activities ranging from management of rateable properties, financial management, payroll and internet communications to name a few. These services are delivered through a number of strategic partnerships with select vendors who work in close collaboration with internal staff to maintain pace with market developments and emerging business requirements.

As per Council's adopted 'cloud first' strategy many of these key services have been transitioned to the cloud, a prime example of this being the Technology One suite of applications.

The inevitable transition to the use of SaaS for enterprise systems creates the opportunity for Council to shift its focus from the management and maintenance of systems, to the continual improvement of capabilities through dedicated innovation. Council and its customers will also enjoy the benefits of receiving the latest versions of software without having to run major projects, greatly reducing on-going costs and creating better customer experience through delivery of new services on a regular basis.

**4.3.2 Actions**

	<b>Enterprise Efficiency</b>	<b>Outcome</b>
<b>EF-01</b>	<b>Develop and implement Technology One enhancements (CiA 'Quick wins' program)</b> <ul style="list-style-type: none"> <li>• Human Resources and Payroll</li> <li>• Works and Assets</li> <li>• Enterprise Budgeting</li> </ul>	Introduce CiA functionality throughout the organisation whilst demonstrating the efficiencies that can be achieved.
<b>EF-02</b>	<b>Implement Technology One Property and Rating (P&amp;R) enhancements</b> <ul style="list-style-type: none"> <li>• Grants</li> <li>• Leasing</li> </ul>	Replace existing ad-hoc manual solutions with structured corporate systems.
<b>EF-03</b>	<b>Transition Technology One Property and Rating (P&amp;R) to CiA</b> <ul style="list-style-type: none"> <li>• Liaise with Technology One to determine applicable timeframe.</li> <li>• Perform gap analysis between current functionality, in particular customisations, and that provided in CiA.</li> <li>• Remediate identified functionality gap.</li> <li>• Change management and Training.</li> </ul>	Migrate P&R from legacy Ci architecture enabling significant efficiency enhancements via greater synergy with other Tech One products.
<b>EF-04</b>	<b>Transition Remaining Technology One Products to CiA</b> <ul style="list-style-type: none"> <li>• Core Enterprise Suite and Enterprise Cash Receipting.</li> </ul>	Enable uptake of enhanced functionality as delivered by Technology One.

#### **4.4 Enterprise Mobility**

##### **4.4.1 Overview**

Enterprise mobility revolves around providing staff and customers with access to systems and services anywhere, anytime on a range of different mobile devices. In what is now a cloud first, mobile first world, governments globally need to reimagine service delivery through the mobile lens to maintain pace with service providers who have embraced this change and thus set expectations with customers.

Council has historically taken a measured approach to enterprise mobility that has focused on providing some staff with access to basic services on mobile devices, such as email. Very few staff utilise mobile devices for acquiring, filing or sharing data. This was due primarily to the fact that Council's ICT platform previously resided in an on-premises environment that limited simple access via mobile devices.

The benefits for staff and customers in focusing on better use of enterprise mobility is considered to be sizeable. For example, employees could access work orders or upload data and images from a mobile device (phone or tablet) from anywhere throughout the Shire to Council's cloud storage service, cutting the time required to manually enter data at the end of shift. Similarly, customers could access Council services through mobile platforms to complete applications or locate information they require to complete an activity or transaction with the Council, without the lost productivity associated with having to travel into Council offices.

Mareeba Shire Council is not alone in the challenges faced when extending enterprise capabilities to front line staff and customers via mobile devices. An overarching lack of mobility, particularly as it relates to data is common with local governments throughout regional Australia.

The recent uptake of cloud hosted services by Council is an enabler to providing ubiquitous access to Council systems and data outside of the traditional office environment.

**4.4.2 Actions**

	<b>Enterprise Mobility</b>	<b>Outcome</b>
<b>EM-01</b>	<b>Deploy Technology One in-field capability for Works System</b> <ul style="list-style-type: none"> <li>Investigate available options:                             <ul style="list-style-type: none"> <li>CiA desktop portal</li> <li>Dedicated mobility interface, i.e. 'Field' app</li> </ul> </li> <li>Enable Works mobility functionality for select business area as trial.</li> <li>Deploy mobility across all Council civil work teams.</li> </ul>	Reduced administrative overhead relating to the transposing of operational field data into the Works and Customer Request systems. Improved scheduling of field staff.
<b>EM-02</b>	<b>Investigate Technology One in-field capability for Property and Rating Regulatory System</b> <ul style="list-style-type: none"> <li>Animal Management</li> <li>Infringements</li> <li>Inspections</li> </ul>	Improved service delivery due to access to current information. Reduction in duplicated handling of data leading to greater efficiencies.
<b>EM-03</b>	<b>Develop Mobile Device Management (MDM)</b> <ul style="list-style-type: none"> <li>Review existing MDM implementation.</li> <li>Evaluate competing providers.</li> </ul>	Provide administrative oversight over corporate data and applications maintained on mobile devices.
<b>EM-04</b>	<b>Explore options for standardised field tablet device</b> <ul style="list-style-type: none"> <li>Determine mobility app requirements.</li> <li>Review functional areas to determine usage profiles.</li> <li>Evaluate options and derive SOE (Standard Operating Environment) hardware list.</li> </ul>	Simplify procurement process and reduce support overheads.

## **4.5 Digital Customer**

### **4.5.1 Overview**

As the pace of change in the delivery of on-line services continues to accelerate across the globe, so do the expectations of customers and how they demand to consume services digitally. Whether it is within a leading digital industry such as banking or a public sector setting, customers expect that organisations are working to create simple and effective ways to deliver services in an omni-channel approach. This would ensure that traditional channels are not neglected but provide new options for those wishing to self-serve. This demand combined with the increased level of maturity and proven nature of cloud, has caused business globally to integrate a digital approach as an adjunct to their cloud strategy.

The challenges for organisations trying to keep pace with this change is multi-faceted, requiring legacy systems often developed for internal consumption to be modified or retrofitted to suit a digital world. This approach has proven itself to be costly and very time consuming, requiring investment into a range of specialist skills and capabilities to transform the most basic of services.

By establishing a targeted approach towards digital adoption, it is anticipated that significant benefits to both the internal community within Council, as well as the external community encompassing all organisations, groups and individuals throughout the Mareeba Shire will be achieved. The actions below outline the priority areas to be delivered.

**4.5.2 Actions**

	Digital Customer	Outcome
<b>DC-01</b>	<b>Public web site enhancements</b> <ul style="list-style-type: none"> <li>• Ensure all content is current and relevant.</li> <li>• Ensure content is readily retrievable via a simple search mechanism.</li> <li>• Investigate options to link to external e-Services sites.</li> </ul>	Council's web site will remain a relevant means of delivering Council communication that promotes the region whilst enabling customer interaction with relevant services.
<b>DC-02</b>	<b>Implement e-Services</b> <ul style="list-style-type: none"> <li>• Review options provided by Technology One suite:                             <ul style="list-style-type: none"> <li>○ Customer Requests</li> <li>○ Online payments</li> <li>○ Property enquiries</li> <li>○ Regulatory applications</li> </ul> </li> </ul>	Empower Council's customers with the necessary tools to remotely interact with Council's core services, reducing contact centre workload.
<b>DC-03</b>	<b>Use open data to share water utilisation statistics with community</b> <ul style="list-style-type: none"> <li>• Enable public interface of Aqualus water management system.</li> </ul>	Enable customers to review their own water usage patterns and customise alerting thresholds, such as leak detection.
<b>DC-04</b>	<b>Enable public mapping via IntraMaps public interface</b> <ul style="list-style-type: none"> <li>• Consult with business units to determine spatial layers applicable for publishing to public.</li> <li>• Create and publish public project within IntraMaps.</li> </ul>	Council's customers will have access to spatial information, improving information dissemination and reducing contact centre enquiries.





## 9 INFRASTRUCTURE SERVICES

### 9.1 INFRASTRUCTURE SERVICES, CAPITAL WORKS MONTHLY REPORT - NOVEMBER 2020

**Date Prepared:** 18 November 2020

**Author:** Director Infrastructure Services

**Attachments:**

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

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#### 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 November 2020.

#### RECOMMENDATION

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

#### 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.

#### LINK TO CORPORATE PLAN

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

#### IMPLEMENTATION/COMMUNICATION

Nil

## Infrastructure Services Capital Works Report Project Highlights - November 2020



**Project Name:** Chewko Road, Mareeba - Road Widening

**Program:** Urban Streets

### Background

Chewko Road is classed as a Local Road of Regional Significance (LRRS) under the Roads and Transport Alliance and upgrade projects are eligible for a maximum of 50% funding from the state-wide Transport and Infrastructure Development Scheme (TIDS).

Several projects are currently listed in the TIDS Program for the widening of sections of Chewko Road within the Mareeba town limits. The first of these projects is the widening of Chewko Road from Fenwick Street to Morrow Street, which was included as part of the 2021/21 Capital Works Program.

### Scope of Works

The scope of work includes upgraded drainage structures, the extension of the existing kerb and channel, upgrade of Fenwick St intersection and the realignment of Morrow Street to provide a 'T' intersection with Chewko Road. Several driveways will need to be upgraded including entrances to the Mareeba Tennis Club car park.

### Progress Update

The project is now complete with line marking installed 26 November 2020.



*Fenwick Street Driveway Crossover*



*Chewko Road Line Marking*

## Infrastructure Services Capital Works Report Project Highlights - November 2020



**Project Name:** Euluma Creek Road Julatten, Rehabilitate and Widen

**Program:** Rural Roads

### Background

Euluma Creek Road is classed as a Local Road of Regional Significance (LRRS) under the Roads and Transport Alliance and upgrade projects are eligible for a maximum of 50% funding from the state-wide Transport and Infrastructure Development Scheme (TIDS).

Several projects are currently listed in the TIDS Program for the widening of sections of Euluma Creek Road between Black Mountain Road and McLeans Bridge Road. The first of these projects is the widening from chainage 5550m to chainage 6330m.

### Scope of Works

The scope of work includes road widening of the existing 3.9m bitumen sealed road to 8m, replacement and extension of existing culverts, linemarking and signage.

### Progress Update

The table drain installation and replacement and extensions of existing culverts has been completed. The pavement rehabilitation and widening activities will commence after the 2020/21 wet season.



450 Ø RCP Extension Ch 6277



900x600 RCBC Extension Ch 5580

## Infrastructure Services Capital Works Report Project Highlights - November 2020



**Project Name:** Costin Street, Mareeba - Pavement Rehabilitation

**Program:** Urban Streets

### Background

A road condition assessment undertaken in 2018 identified several areas of pavement failures and aging asphalt in Costin Street, Mareeba. Funding was allocated in the 2020/21 Capital Works budget to undertake the necessary rehabilitation works. The project was funded from Council's depreciation reserves.

### Scope of Works

The scope of works includes the removal and replacement of a 100 metre long section of failing pavement and the milling out of the aged and cracked asphalt adjoining this section and replacement with new asphalt to prevent water ingress into the otherwise undamaged pavement.

### Progress Update

Work commenced in early November and the existing failing pavement was profiled out to a depth of 250mm. The material was replaced with a 200mm layer of Type 2.1 road base and sealed with a 10mm primer seal and overlaid with 50mm thick asphalt surfacing.

The aged and cracking asphalt was milled off the surface to a depth of 50mm sealed with a 10mm primer seal and overlaid with 50mm thick asphalt surfacing.

The project was completed in late November.



*Replacement Type 2.1 Layer*



*Finished Project*



## Infrastructure Services Capital Works Report Project Highlights - November 2020



**Project Name:** Lerra Street (West), Mareeba - Widen and Seal

**Program:** Urban Streets

### Background

Prior to commencement, this section of Lerra Street consisted of a bitumen running surface and unsealed shoulder.

Council allocated funding in 2020 from the Australian Government's Local Roads and Community Infrastructure Program (LRCIP) to seal the southern side of Lerra Street to the existing kerb and channel to match the northern side of the street which had been upgraded in 2019 as part of a car wash development.

### Scope of Works

The scope of works includes the profiling of the existing unsealed shoulders to a depth of 230mm and replacing with Type 2.1 road base. A single coat 16mm primer seal was constructed over the new road base layer and a 10mm bitumen seal then applied over the full road width.

### Progress Update

Work commenced in mid-November and the project was sealed 26 November 2020. The line marking will be completed in conjunction with other capital projects in the new year.



*Lerra Street (West) prior to commencement*



*Finished Project*

## Infrastructure Services Capital Works Report Project Highlights - November 2020



**Project Name:** Freedom Close, Speewah - Reform Existing Open Drain

**Program:** Drainage

### Background

In 2018, Council identified that storm water drain that flowed from the Freedom Close drain into Grove Creek, Speewah that was causing erosion issues to the banks of Grove Creek.

Council allocated funding in 2020 from the Australian Government's Local Roads and Community Infrastructure Program to undertake works to re-establish the drain, repair damage and reinstate the drain to reduce the velocity of the stormwater flows.

### Scope of Works

The scope of works includes the removal of bamboo and other vegetation from within the footprint of the storm water drainage channel, reshaping the existing drain, rock armouring the surface and securing the rock with a concrete slurry.

### Progress Update

Work commenced early November and was completed mid-November. The project will be monitored over the upcoming wet season to confirm effectiveness.



*Rock Armouring the Re-shaped Drain*



*Finished Project*

## Infrastructure Services Capital Works Report Project Highlights - November 2020



**Project Name:** Rob Veivers Drive, Kuranda - Water Main Upgrade Project

**Program:** Water

### Background

Council allocated funding in the 2020/21 Capital Works Program to replace the existing water main on the eastern section of Rob Veivers Drive to maintain ongoing water supply for properties in Kuranda, particularly the CBD. This section of water main was identified for replacement following the replacement the first section of water main on Rob Veivers Drive around 2017.

### Scope of Works

This scope of work involves replacement of the aged asbestos pipe work with PVC Supermain and ductile iron pipe work where applicable, between Barang Street and Therwine Street. New valving, hydrants and service connection were also installed as part of the project. Renewal of the asphalt road surfacing will be undertaken in early 2021 as a separate project under the Road Reseal Program.

### Progress Update

The upgrading of the water main upgrade works commenced mid-September with a short suspension to minimise impact on school holiday traffic in Kuranda township. The project was delivered with minimal impact on water supply to customers and was completed on 23 November.



*Installation of new water services from the new water main on Rob Veivers Drive*



## Infrastructure Services Capital Works Report Project Highlights - November 2020



**Project Name: Mareeba and Kuranda Sewerage Pump Station Upgrades**

**Program: Wastewater**

### **Background**

Council has previously undertaken a condition assessment of all sewerage pump stations in Mareeba and Kuranda sewerage schemes and identified an upgrade program that would fit within the allocated project budget.

The below eight (8) pump stations were identified for renewal and upgrade:

1. Gully Pump Station (Kuranda)
2. Honey House Pump Station (Kuranda)
3. Jumrum Pump Station (Kuranda)
4. Kullaroo Pump Station (Kuranda)
5. Railway Pump Station (Kuranda)
6. Tully Court Pump Station (Kuranda)
7. Industrial Park Pump Station (Mareeba)
8. Kenneally Road Pump station (Mareeba)

### **Scope of Works**

The scope of works includes supply and install new injection points, bypass pumping during the upgrade, civil works, concrete works, drainage improvements and new retaining walls. Relocation in of the electrical switchboard and construct new plinths was undertaken where required. Refurbish the wet well pipework and reuse existing pumps. Upgrade pipework in valve boxes along with general repairs. Supply pump station covers to meet current WHS standards and recoat caisson and conduct localised concrete repairs. General repairs to equipment and site reinstatement and general site clean-up.

### **Progress Update**

The project is now completed with works closed out and practical completion achieved in November 2020.

## Infrastructure Services Capital Works Report Project Highlights - November 2020



*Installation and construction of new access retaining wall at Honey House SPS*



*Installation and construction of new cement slab and bypass system at Industrial Park SPS*



## Infrastructure Services Capital Works Report Project Highlights - November 2020



**Project Name:** Chillagoe Reservoir Upgrade

**Program:** Water

### Background

The purpose of the project is to replace the two (2) existing steel Chillagoe Town Drinking Water Reservoirs with a larger concrete reservoir and significantly increase the usable holding capacity from 190KL to 500KL. The higher capacity reservoir will be cyclone rated to current standards, provide adequate fire-fighting capacity and increase the calculated drinking water storage from nine hours to three days, strengthening this remote and vulnerable community's resilience in a disaster situation.

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).

### Scope of Works

The works includes demolition of the two steel existing reservoirs and construction of a new concrete reinforced reservoir and all associated pipe work, electrical, SCADA and telemetry connections. Works also include clearing, site earth works, construction and testing and commissioning of the new reservoir, reinstatement, clean up and restoration of the site.

### Progress Update

The concrete pour for the ring beam is scheduled for early December and following two (2) wall pours scheduled to be completed prior to the Christmas break, weather permitting.



*Ring beam formed up in preparation for concreting*

## Infrastructure Services Capital Works Report Project Highlights - November 2020



**Project Name: Jum Rum & Jungle Walking Trail Rehabilitation**

**Program: Kuranda Infrastructure Fund**

### **Background**

Adjacent to the Kuranda Township, the Jum Rum and Jungle Walking Trails provide tourists and locals with an opportunity to experience the relaxed surrounds of the rainforest. Constructed circa 2000, the trails also now provide connection to the currently under construction Barron Falls Walking Trail.

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 scope of works calls for the remediation of the asphalt surfaced Jum Rum and Jungle Walk walking trails which are nominally 1200-1500mm wide, built on a 100mm compacted gravel base layer. The trail is edged with recycled plastic board and has sections that include steps, boardwalk and bridge crossings that will restrict machinery access. Whilst the asphalt is still in reasonable condition varying degrees of cracking has occurred along the length of the path. The cracking due to the slumping of fill sections and the action of tree root growth over time.

### **Progress Update**

The project commenced in mid-October with works on the Jum Rum section of the trail.

The asphalt path was pressure washed to remove sap, mould and other organic matter prior to crack filling and asphalt overlay. The asphalt overlay subsequently completed between Barang Street and Jum Rum Creek. Remedial work was also carried out to replace recycled plastic edging as required and buttress identified sections of edging which had been destabilised over time.

The contractor is now working towards Barron Falls Road on the southern side of Jum Rum Creek with progress being slowed by the requirement to replace the original concrete steps with pre-cast concrete stone look steps consistent with the steps being installed on the Barron Falls Walking Trail.

The Jum Rum Creek section of the trail is expected to be complete by Christmas with works to continue on the Jungle Walk section early in 2021.



## Infrastructure Services Capital Works Report Project Highlights - November 2020



*Jum Rum Trail - Pressure Washed Prior to Overlay*



*Jum Rum Trail - Asphalt Overlay and Buttressed Edge*



*Jum Rum Trail - Old Concrete Steps*



*Jum Rum Trail - New Pre-Cast Stone Look Concrete Steps*



*Jum Rum Trail - Edging Buttressed with Stone*



*Barang Street - Existing Steel & Timber Bridge to be repaired*

**Infrastructure Services Capital Works Summary Report - November 2020**

Project Description	Project Stage	Progress comment
<b>Program: 01 Rural and Urban Roads Reseal Program (Renewal)</b>		
2020/21 Reseal & Asphalt Program	Procurement	Reseal prep work has commenced in the Kuranda & Julatten areas. Reseals programmed to start mid-January 2021 weather permitting.
Speewah Road, Speewah - Rehabilitate pavement Ch. 0.345 to 0.5 and refurbish bus shelter	Design	Designs commenced. Construction programmed to commence in first half of 2021.
<b>Program: 02 Gravel Resheet</b>		
2019/20 Gravel Resheet	Construction	Further resheeting works will be completed after 2020/21 wet season.
2020/21 Gravel Resheet Program	Not Commenced	To be programmed after 2020/21 wet season.
<b>Program: 03 Urban Streets</b>		
Chewko Road, Mareeba - Rehabilitate and Widen Ch 0.4 to 1.1	Completed	Completed late November 2020.
Costin Street, Mareeba - Rehabilitate Ch 0.977 - 1.07 and asphalt overlay Ch. 1.07 - 1.105	Completed	Completed late November 2020.
Lerra Street (West) - Widen and Seal	Construction	Roadworks completed November 2020. Line marking will be carried out in conjunction with other projects in the new year.
Design Program - design forward works	Planning	Planning, Investigation and Design of future projects.
<b>Program: 04 Rural Roads</b>		
TIDS Pickford Rd Bibbohra upgrades	Completed	Completed September 2020.
TIDS Euluma Creek Road, Julatten - Rehabilitate and widen Ch. 5.565 - 6.343	Construction	Drainage and culvert widening works complete. Remainder of the project will be constructed after the 2020/21 wet season.
Wolfram Road, Dimbulah - Priority Sections Safety Widening - Stage 1	Design	Designs commenced. Construction programmed to commence after the 2020/21 wet season.
DRFA Betterment 2019/20	Procurement	Design and Tender of various work packages underway.
Fallon Road, Kuranda - Rehabilitate Pavement, Ch 0.874 - 0.948	Planning	Designs commenced. Construction programmed to commence after the 2020/21 wet season.
<b>Program: 05 Bridges</b>		
John Doyle Bridge Upgrade	Completed	Completed October 2020.
Hodzic Road, Oakey Creek, Bibbohra - Replace girders	Planning	Programmed for April 2021.
Renew Major Culvert, Pin Road Mutchilba	Planning	Programmed for May 2021.
Hales Siding Road - Replace Timber Bridge	Procurement	Tenders for work received, evaluation and reporting to Council in January 2021
Kanervo Road - Replace Timber Bridge over Davies Creek	Procurement	Tenders for work invited, evaluation and reporting to Council in January 2021
<b>Program: 06 Drainage</b>		
Renew Minor Culverts - various locations	Construction	Pickford Road driveway culvert crossing to commence early December. Upgrade of culvert crossing on Fenwick Street complete.
2020/21 Minor Culvert Renewal Program	Not Commenced	To be programmed.
Amaroo Drainage Improvement - Stage 1 of 3	Design	Construction programmed to commence in first half of 2021.
Freedom Close - Reform existing open drain	Completed	Completed November 2020.
<b>Program: 08 Parking</b>		
Railway Avenue, Mareeba New Carpark Stage 1	Design	Final design plans under review. Solar lighting design complete. Demolition of existing QRail slabs, footings & plinths scheduled to commence in December, weather permitting.
<b>Program: 09 Footpaths</b>		
2018/19 Footpath renewal program	Construction	Plans received for Anzac Avenue footpath replacement. Quotations being prepared for work to be delivered by contract.
Footpath Renewal (All localities)	Construction	Works have started removing pavers & replacing them with blade mix at Centenary Park, Kuranda. This will be an on-going project to gradually reduce trip hazards when resources are available.
<b>Program: 10 Parks and Gardens</b>		
Shire Beautification Program	Construction	Northern entrance irrigation and tree planting complete. Works commencing in December to tidy vegetation in lower Bi Lakes.
Kuranda CBD Renew Irrigation & Planting	Construction	Ongoing. This budget is used on an 'as required basis' for the continual upgrade of irrigation and plants in Coondoo Street.
Bi-Centennial Lakes - seed funding	Not Applicable	No grants identified as yet.



**Infrastructure Services Capital Works Summary Report - November 2020**

Project Description	Project Stage	Progress comment
Mt Molloy Centre Islands, Replace irrigation and kerbing	Planning	Community liaison commenced to identify possible planting scheme and use of plinth in median island.
<b>Program: 11 Water</b>		
Mareeba Water Treatment Plant - Replace generator	Construction	New generator procured, delivered and installed November 2020.
Chillagoe - Replace existing water reservoirs	Construction	Construction progressing well with wall shutters built and ready to be put into place ready for first wall concrete pours in December.
Chillagoe Water Supply Investigation	Close Out	This project for initial investigations is completed. Partial funding secured under 2019 Queensland Bushfires Local Economic Recovery Program for construction project.
Warril Drive, Kuranda - new water main and booster	Procurement	Tenders close 9 December. Report to 16 December to delegate award of tender.
Rob Veivers Drive, Kuranda - Asbestos cement (AC) water pipe replacement program	Completed	Project completed November 2020. Project delivered under budget, with proposal to allocate to next priority water main renewal project/s.
Kuranda Water Treatment Plant - Replace backwash blowers	Procurement	Awaiting arrival of new blowers, the delivery time on some items has been slowed by COVID19.
Kuranda Water Treatment Plant - Replace clarifier bridge scraper	Construction	Works are underway, this project although small will take some time due to the Plant being in constant operation but will be completed this financial year.
SCADA Cybersecurity Upgrade	Construction	Works progressing well and looking to complete by end of the current financial year.
Mareeba and Kuranda Water Treatment Plants - raw water pumps upgrade	Planning	City Water technology working on this project, there are some delays with this due to COVID travel restrictions though it will 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 working on this project, there are some delays with this due to COVID travel restrictions though it will 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 and equipment will be procured as soon as practically possible.
Mareeba Water Treatment Plant - filter 3 Install dedicated backwash pumps and reconfigure wash water feed pipes	Planning	Working with City Water Technology and Water Treatment Australia for a suitable design on this project. City Water Technology will be onsite in hopefully prior to the end of this calendar year for further assessment of the project.
Chillagoe Water Treatment Plant - Install conductivity meter on raw water transfer line, trend conductivity on SCADA	Planning	Work on this project to be in conjunction with the water reservoir upgrade project.
Install a static mixer and injection quill for ACH dosing - Kuranda	Construction	Works were programmed for November, however delayed waiting on equipment to arrive from suppliers. Anticipate completion in December.
Rankin Street West - Water main replacement and upgrade	Design	Only partial funding allocated to project when budgeted, with no suitable grants identified to deliver the work. Potential for project to be delivered by allocating some of the funds remaining in the AC Pipe Replacement program for balance of funding needed.
Mason Road, Kuranda Booster Pump Station Generator 30KVA	Construction	New generator installed and awaiting electrical connection.
Kuranda Water Treatment Plant - Overhaul Sedimentation Tank	Construction	Works commenced.
Telemetry/SCADA Upgrades	Procurement	Equipment on order and once it arrives will be installed and commissioned.
Valve Replacement Program (Reticulation)	Construction	Works underway and will be progressively done over the coming months.
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 they are designing.
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 they are designing.
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 they are designing.
Mareeba Water Treatment Plant - Backwash operation renewal	Planning	Working with City Water Technology for the implementation of this project, in conjunction with other works at Mareeba WTP they are designing.



**Infrastructure Services Capital Works Summary Report - November 2020**

Project Description	Project Stage	Progress comment
Chillagoe Water Treatment Plant - Arsenic Removal Plant - Replace filter media to multi-media pressure filters	Construction	New filter media acquired and delivered to site. Two of the filters had the media replaced and staff found some damaged nozzles in the remaining filters. The remaining filters will have their filter media changed out post the construction of the new reservoir.
Racecourse Irrigation Booster Pump Station and Centrifugal Pump	Procurement	New pumps scheduled for installation in early December. Water users advised of works. Further works may be needed to manage scheduling of water usage from this supply.
Hydrants Renewal Program	Construction	Work is underway in conjunction with the hydrant maintenance program and it is anticipated the work will be completed this financial year.
<b>Program: 12 Wastewater</b>		
2019/20 Mareeba Sewer CCTV & Relining Program	Construction	House connection branches in the Kenneally Estate area substantially complete. Remaining works to be delivered as part of 2020/21 relining program.
2019/20 Manhole Rehabilitation and Replacement Program	Construction	Works will progressively be done throughout the financial year.
Minor Sewerage Station H2S Protection	Construction	Works is almost complete with practical completion anticipated in early December.
Telemetry/SCADA Upgrades	Procurement	Orders issued to SCADA engineering so works can begin working in conjunction with other telemetry projects for this financial year.
2 x New standby generators for 2 priority pump stations	Construction	Quotes received, generators acquired and delivered to the water reticulation depot. Site preparations are underway. The generators will be installed in coming weeks.
2020/21 Mareeba Sewer CCTV & Relining Program	Procurement	This is a regional contract through FNQROC with participating Councils being ahead of Mareeba in terms of activity and Council's component of the regional tender is expected to commence February 2021.
2020/21 Manhole Rehabilitation and Replacement Program	Construction	Works are scheduled to recommence early 2021.
Kuranda Wastewater Treatment Plant - Effluent chemical dosing storage structure	Close Out	Completed November 2020.
Kuranda Wastewater Treatment Plant - Replace Clarifier Bridge Drive	Planning	Some components have arrived at site with the remaining components awaiting delivery prior to commencing in 2021.
Kuranda Wastewater Treatment Plant - Replace Bioreactor Aeration Diffusers	Completed	Completed November 2020.
Kuranda Wastewater Treatment Plant - Replace SMBS Dosing Pumps	Procurement	Quotes sourced and new pumps are now on order. Once the pumps arrive, they will be installed when the new SMBS structure has been completed.
Mareeba Wastewater Treatment Plant - Aeration diffusers every 5 years	Planning	Supplier contacted and looking to procure components in early 2021.
Mareeba Wastewater Treatment Plant - Inline instruments component replacements	Procurement	Supplier contacted and conducted a site inspection. Currently waiting on confirmation of availability of components from the supplier.
Davit Arm Safety System for Sewer Pump Stations	Completed	Completed September 2020.
Renew Mareeba and Kuranda Wastewater Reticulation Pumps	Procurement	Replacement pumps on order.
SCADA Cybersecurity Upgrade	Procurement	Equipment ordered and once materials arrive, physical works will begin.
<b>Program: 13 Waste</b>		
Connect Kuranda Waste Transfer Station to Ergon	Construction	Ergon advised that their power connection should be established Monday 14 December.
Kuranda Waste Transfer Station - Reserve firefighting water tank/bore	Construction	Bore developed and tanks supplied along with new bore pump and controls, waiting on Ergon to connect power so commissioning can occur.
<b>Program: 15 Fleet</b>		
GPS Vehicle Management System	Planning	Alternative scope of works to be presented for consideration.
Replace Unit 625 Mitsubishi Truck	Procurement	Vehicle with fabricator for body fabrication/installation.
Replace Unit 620 Mitsubishi Dual Cab Tipper	Procurement	Vehicle with fabricator for body fabrication/installation.
Replace Isuzu Prime Mover Unit 681	Procurement	Prime Mover delivery is scheduled for March 2021.
New Four post vehicle hoist	Completed	Hoist installed late November 2020.

**Infrastructure Services Capital Works Summary Report - November 2020**

Project Description	Project Stage	Progress comment
Replace Unit 6 Komatsu Grader	Procurement	Grader delivery is scheduled for January 2021.
Replace Unit 5432 Sewerage Jet Rodder trailer with a hydro vac truck	Planning	Procurement strategy prepared for consideration as potential that a second-hand unit will provide best value for money.
<b>Program: 16 Depots and Council Offices</b>		
Rankin Street Office - Upgrade lighting	Construction	Initial install completed, some minor changes to address dark spots and repairs to ceiling panels yet to be completed.
Kuranda Depot - Install hardstand and improve drainage	Planning	Layout plans being developed for the depot to ensure future expansion is accounted for.
Rankin Street Office - Minor refurbishments	Procurement	Quotes being sourced.
<b>Program: 17 Community Buildings</b>		
Kuranda Rec Centre - Refurbishment	Construction	Building certifier to review building to ascertain final elements for completion.
Cedric Davies Community Hub	Procurement	Tender clarifications received and evaluated. Report to be tabled at Council Meeting 16 December 2020.
Mareeba Swimming Pool Heater	Construction	To be completed prior to Solar Project.
Koah Tennis Court - Remove/replace the unstable timber light poles	To be decided	Application by Koah Community Group to build a large undercover facility has been received. Lighting project on hold awaiting outcome of this proposal.
Toilet Facility Refurbishments	Procurement	Quotations for Mt Molloy Toilet Facility refurbishment (Floor) received and awarded. Other facilities under review.
Mareeba, Dimbulah and Kuranda Aquatic Facilities - Remote monitoring upgrade for all swimming pools	Procurement	Kuranda Pool monitoring installed, with initial training of staff completed. Minor delay to Mareeba & Dimbulah due to COVID travel restrictions.
Mareeba Leagues Club roof repairs	Planning	Project to be re-tendered in new year. Completion after the wet season.
Kuranda Community Precinct replace old iron louvres & replace gutters and roofing	Construction	Project underway, painting, fixture replacement and carpet repairs to be assessed on completion of roof.
Remove Mareeba Swimming Pool Heating and repair damage to gymnasium hall roof	Planning	To be completed prior to Solar Project.
Irvinebank Public Amenities Refurbishment	Procurement	Floor sealing quotations received contractor to be engaged in December. Miscellaneous works completed by internal staff.
Cedric Davies Community Hub - air conditioner	Procurement	Tender clarifications received and evaluated. Report to be tabled at Council Meeting 16 December 2020.
<b>Program: 18 Non-Infrastructure Items</b>		
Mareeba Cemetery Beam	Completed	Project scope increased to include two new "half beams" at western end of lawn beam area. Beams were completed 27 November 2020. Re-numbering of existing beams yet to be done.
Kuranda New Cemetery	Planning	Property purchased, settled 30 November 2020. Site inspections and detailed design to commence.
<b>Program: 20 KIAC</b>		
KIAC - Therwine Street Redevelopment Stage 2	Construction	Defect Period complete, minor rectification works underway. Council to undertake minor improvements prior to close out of project.
KIAC - Barron Falls Walking Track Phase 2	Construction	Jungle to Weir Road 95% complete, last 50m of track left to construct; however work is undertaken during the wet periods. Weir Road to lookout; bridges installed and trailed 'roughed out' step construction underway.
KIAC - New Wayfinding Signage	Construction	Signs due to be received late January with installation to occur in first half of 2021.
KIAC - Jum Rum Creek Walking Track Rehabilitation	Construction	Project progressing well, step and path renewal continuing.
KIAC - Jungle Walking Track Rehabilitation	Construction	Works ongoing, weather dependant on timeline for completion.
<b>Program: 23 W4Q3 - Works for Queensland 3</b>		
W4Q3 Lerra Street Kerb & Drain Improvements	Procurement	Project postponed until after the wet season. Works could not reach sealing stage before Christmas close down.
W4Q3 Footpath Renewal All localities	Not Applicable	Plans received for Anzac Avenue footpath replacement. Quotations being prepared for work to be delivered by contractor.
W4Q3 Mareeba Pound Upgrade Pound/Facility	Procurement	Tender clarifications received and evaluated. Report to be tabled at Council Meeting 16 December 2020.
W4Q3 Repaint Chillagoe Hub	Completed	Completed November 2020.

**Infrastructure Services Capital Works Summary Report - November 2020**

Project Description	Project Stage	Progress comment
W4Q3 Rankin Street Office Replace Air-conditioner	Completed	Completed September 2020.
<b>Program: 24 W4Q4 - Works for Queensland 4</b>		
W4Q4 Bicentennial Lakes Solar Lighting	Not Commenced	Additional solar lighting to be installed after 2020/21 wet season.
W4Q4 Dimbulah Hall replace linoleum flooring	Procurement	Quotations received. Works to commence in new year.
W4Q4 Riverside Caravan Park refurbish shower amenity block	Planning	Structural issues identified during preparation of design. Options analysis underway to deliver project.
W4Q4 Dimbualh Caravan Park refurbish dongas	Design	Planning and documentation underway.
W4Q4 Mareeba Heritage Centre sand and paint timber floors of main centre building including café	Construction	Contractor engaged, delivery to occur in new year.
W4Q4 Dimbulah Swimming Pool refurbish kiosk	Procurement	Some fit-out items procured, works planned for new year.
W4Q4 Refurbish Kuranda Recreation Centre Hunter Park	Not Commenced	Will commence on completion of current Rec Centre works.
W4Q4 Dimbulah Hall and Shire Hall Park electrical capacity upgrade	Procurement	Quotations for electrical load assessment sought.
W4Q4 Mt Molloy Community Hall Refurbishments	Design	Quotations to be called. Works on toilets to rear to be progressed first under separate project.
W4Q4 Arnold Park Toilet Upgrade	Planning	Design options under consideration; further progression expected in new year.
W4Q4 Cedric Davies Community Hub - Library project	Procurement	Tender clarifications received and evaluated. Report to be tabled at Council Meeting 16 December 2020.
W4Q4 Rankin Street Public Disability Toilet	Planning	Quotes to be called in early December.
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	Procurement	Tender clarifications received and evaluated. Report to be tabled at Council Meeting 16 December 2020.



**9.2 T-MSC2020-18 FOSSILBROOK ROAD CAUSEWAY REMEDIATION WORKS - TENDER AWARD**

**Date Prepared:** 4 December 2020  
**Author:** Manager Technical Services  
**Attachments:** Nil

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**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a comparison of tenders received for T-MSC2020-18 Fossilbrook Road Causeway - Remediation Works. The project has received contributory funding via the Reconstruction of Essential Public Assets (REPA) and Category D, Betterment Program 2019 through the Disaster Recovery Funding Arrangements (DRFA) managed by the Queensland Reconstruction Authority (QRA).

**RECOMMENDATION**

That Council awards Tender T-MSC2020-18 Fossilbrook Road Causeway Remediation Works to Durack Civil Pty Ltd for the amount of \$283,643.06 (excl GST) subject to approval by Queensland Reconstruction Authority.

**BACKGROUND**

The Fossilbrook Crossing has been significantly impacted by previous flood events and due to its remote location, is often difficult to access when undertaking restoration works.

To improve the long-term resilience of the asset, Council sought funding under the DRFA's 2019 Betterment Program. The programs purpose is to build back more resilient essential infrastructure damaged by the devastating impacts of the North and Far North Queensland Monsoon Trough, 25 January – 14 February 2019 (Monsoon Trough), and reduce the impact of future events on essential infrastructure and the community.

The Betterment Program is one component of a jointly funded, exceptional circumstances Category C & D funding package, approved under the Disaster Recovery Funding Arrangements (DRFA) 2018.

The key objectives of the Betterment Program are to provide Category D DRFA funding to enable state agencies and local governments to:

- access funding that is in addition to DRFA Category B, Reconstruction of Essential Public Assets (REPA) funding available to restore event damaged assets to pre-disaster function
- use the total funding to build back better, more resilient essential public infrastructure

The project was successful in its submission for funding under the DRFA's 2019 Betterment Program.

The Tender was advertised on Saturday, 10 October 2020 and closed at 11.00am, Tuesday 2 November 2020.

**Design Criteria**

The project is for the construction of a bed level crossing at the Lynd River on Fossilbrook Road.

The work involved includes (but is not limited to):

- Establishment of Contractors Site Facilities;
- Provision for Traffic;
- Environmental Management;
- Erosion and Sediment Control; and
- Concrete construction of approximately 145m of causeway.

### **Tender Evaluation**

Trinity Engineering and Consulting (TEC) were engaged to undertake evaluation of the tenders, post-tender negotiations and contract management on Council's behalf. Tenders were reviewed in accordance with the evaluation criteria stated in the tender documentation:

40% - Value for Money

15% - Relevant Skills and Experience

10% - Key Personnel

25% - Demonstrated Understanding

10% - Local Content

All Tender submissions were assessed for conformance, price and non-priced based criteria.

### **Tenders Received**

Seven (7) submissions were received from the following six (6) organisations, with one (1) tenderer providing an alternative offer, by close of tender:

*Table 1: Submitted Pricing by Tenderers – Full Scope of Works*

<b><i>Tenderer</i></b>	<b><i>Tendered Price (GST excl)</i></b>
Durack Civil Pty Ltd	\$359,963.99
King Concreting (QLD) Pty Ltd trading as Civform	\$541,371.00
Lift Tek Pty Ltd trading as Chris Dempsey Cranes	\$603,071.50
NQ Civil Contractors Pty Ltd	\$732,598.00
Stabilised Pavements of Australia Pty Ltd	\$508,659.60
Watto's Earthmoving & Machinery Hire Pty Ltd	\$570,713.50
Watto's Earthmoving & Machinery Hire Pty Ltd – Alternative Tender*	\$457,560.00

### **If Ordered Items**

The Tender Issue design allowed for the construction of a 300mm deep rock mattress along the downstream face of the causeway to provide additional scour protection. This item was identified as beneficial but not critical to the construction of the causeway and would be included in the construction if the budget permitted.

Tenderers were requested to provide pricing for this rock mattress as an 'if ordered' item. Details of the rock mattress are provided in Figure 1 below.



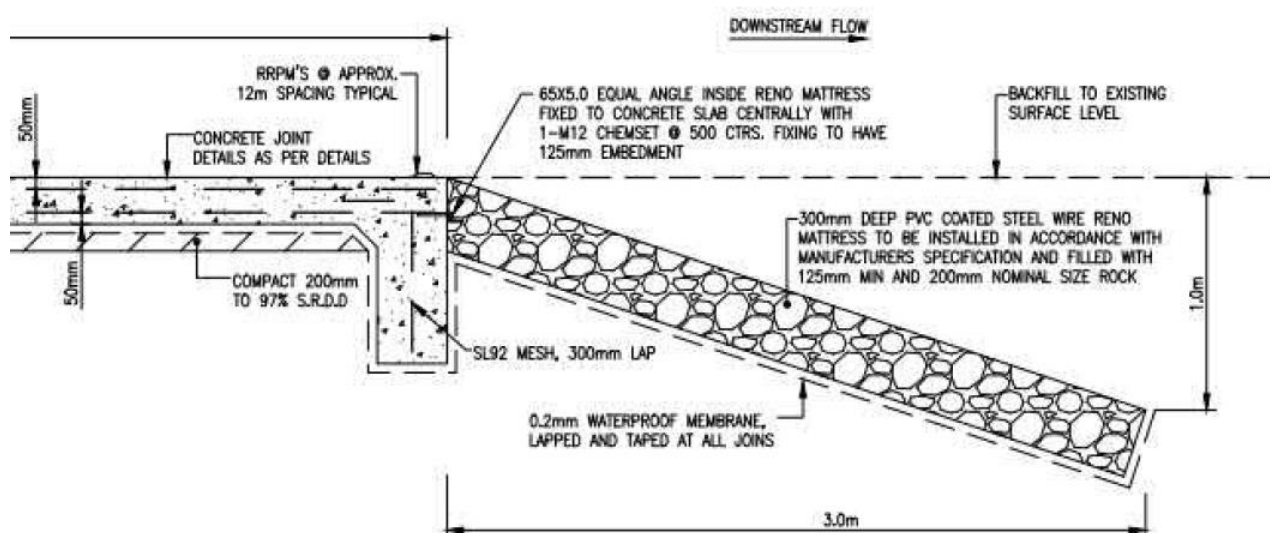


Figure 1: If Ordered Rock Works

It was determined that the additional cost associated with the rock mattress exceeded the QRA approved funding, therefore the rock mattress was excluded in the assessment of tenders. The adjusted tender pricing is displayed in Table 2 below.

Table 2: Submitted Pricing by Tenderers – Scope of Works (exclusive of if ordered items)

Tenderer	Tendered Price (GST excl)
Durack Civil Pty Ltd	\$283,643.06
King Concreting (QLD) Pty Ltd trading as Civform	\$437,366.00
Lift Tek Pty Ltd trading as Chris Dempsey Cranes	\$536,982.50
NQ Civil Contractors Pty Ltd	\$589,123.00
Stabilised Pavements of Australia Pty Ltd	\$405,564.60
Watto's Earthmoving & Machinery Hire Pty Ltd	\$513,353.50
Watto's Earthmoving & Machinery Hire Pty Ltd – Alternative Tender*	\$406,725.00

The tender assessment spreadsheet was populated with the rates provided by the tenderer. No discrepancies in the priced tender schedules were identified.

#### Watto's Earthmoving & Machinery Hire Pty Ltd - Alternative Tender\*

Watto's provided alternative pricing contingent on works commencing after September 2021.

#### Tenderers Shortlisting

Tenderers were short listed based on the submitted pricing displayed in Table 2, with the shortlisted Tenderers being;

- Durack Civil Pty Ltd;
- Stabilised Pavements of Australia Pty Ltd;

- King concreting (QLD) Pty Ltd trading as Civform; and
- Watto's Earthmoving & Machinery Hire Pty Ltd Alternative Tender (Wattos).

### **Tender Assessment Summary**

A summary of the combined Tender assessment, incorporating the evaluation against conformance, price and non-priced base criteria, resulted in the ranking of submissions displayed in Table 3 below.

*Table 3: Submission Evaluation Summary – Scope of Works (exclusive of if ordered items)*

<b>Tenderer</b>	<b>Score (100%)</b>	<b>Rank</b>
Durack Civil Pty Ltd	71.41	1
King Concreting (QLD) Pty Ltd trading as Civform	69.89	3
Stabilised Pavements of Australia Pty Ltd	47.51	4
Watto's Earthmoving & Machinery Hire Pty Ltd – Alternative Tender*	69.99	2

### **RISK IMPLICATIONS**

#### **Financial**

The Betterment Program is one component of a jointly funded, exceptional circumstances Category C & D funding package, approved under the Disaster Recovery Funding Arrangements (DRFA) 2018.

Council has maintained regular contact with the QRA to ensure the proposed design is compliant and meets the required value for money criteria.

#### **Infrastructure and Assets**

The reinstated civil infrastructure will exceed pre-existing condition and meet current engineering standards, therefore an improvement to the infrastructures resilience to future Events is expected.

#### **Legal and Compliance**

Tenders were sought in-line with Council's Procurement Policy.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

#### **Capital**

\$283,643.06 (ex GST) contract value; additional costs associated with contact management and contingencies will be applicable. All eligible costs will be sought for reimbursement through DRFA. As the project is a 'Betterment' project, Council are jointly funding the works.

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

Yes, Council commits funds to a 'Betterment' fund to assist in sourcing joint funding under this program.

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

Nil

#### **Operating**

The replacement civil infrastructure will not increase the operational costs associated with maintaining the network.

**LINK TO CORPORATE PLAN**

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

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

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

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

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

**IMPLEMENTATION/COMMUNICATION**

Nil.



**9.3 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES OPERATIONS REPORT - NOVEMBER 2020****Date Prepared:** 30 October 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 November 2020.

**RECOMMENDATION**

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

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

Investigation activities undertaken in November included:

Activity	Current Requests	Closed Requests
Road Infrastructure Review	91	34
Drainage Investigations	0	2
Park Investigations	5	1
NHVR Permit Applications	4	12
Aerodrome Investigations	1	0
Traffic Count Surveys	20	20
Rural Address Requests	0	1
Dial Before You Dig Requests	0	37

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 November period:

Supplier	No. of Tests
Internal	56
External	94

Asset Inspections:

Scheduled inspections of Council's transport infrastructure assets has looked at roads during the month of November:

Inspection Type	No of
Roads	134
Road Imagery Capture	56
<b>Subtotal</b>	<b>145</b>

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

Inspections planned for December will continue to focus on the annual inspection of 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
Mareeba	Kenneally Estate Stage 4	Under Construction
Mareeba	The Edge Stage 2B	Under construction
Kuranda	3 Hilltop Close	On-maintenance
Mareeba	Mareeba Roadhouse & Accommodation Park, Williams Close	On-maintenance
Mareeba	Clean Choices Car Wash	On-maintenance
Kuranda	72 - 76 Mason Road Stage 1	On-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"> <li>• Eastern Roads Package - Gregg Constructions has finalised the package of works, excluding one crossing.</li> <li>• Western Roads Package: Errol Fitzgerald has finalised the package of works, financial reporting is currently underway.</li> </ul>



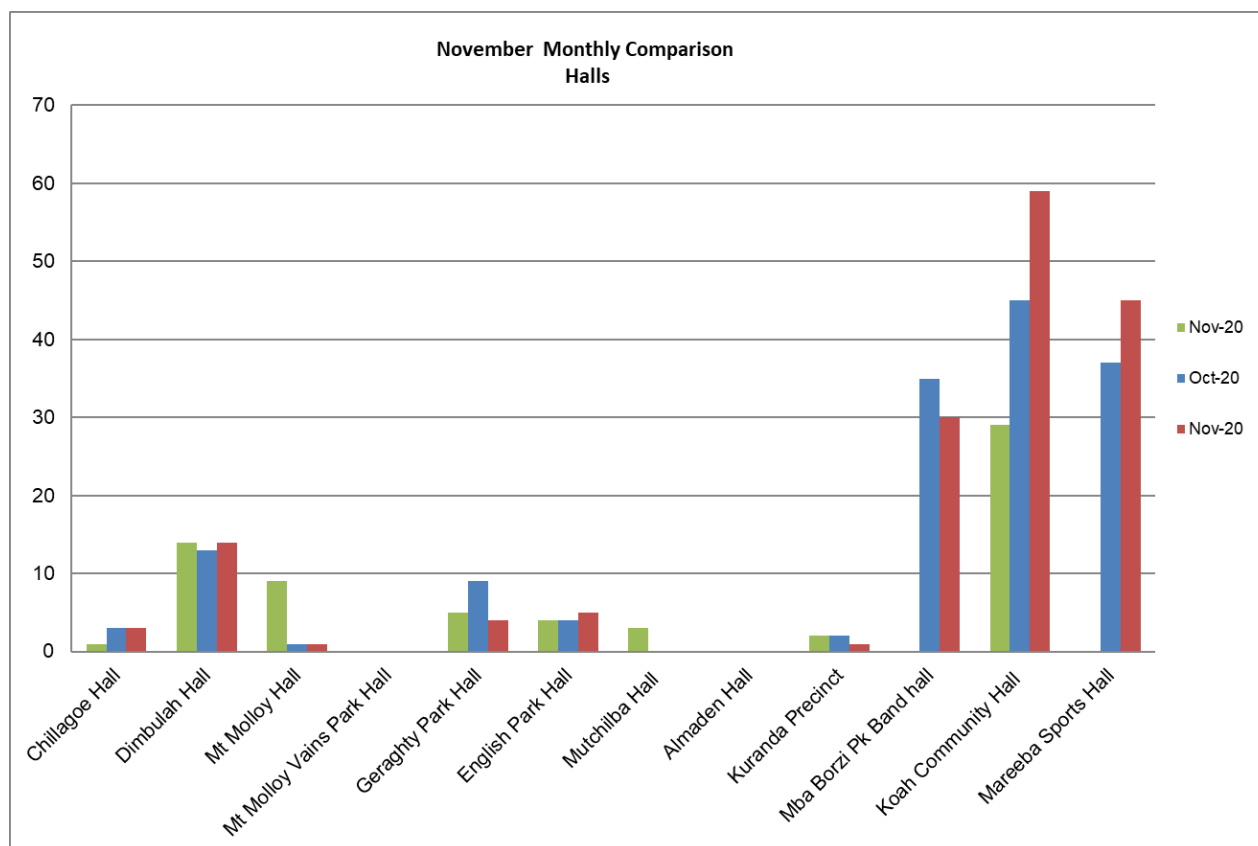
Program	Status
	<ul style="list-style-type: none"> <li>Mid-Western and Dimbulah Roads Packages: Watto's Earthmoving has finalised the package of works, financial reporting is currently underway.</li> <li>Bowers Street: Remediation completed.</li> <li>Gamboola Crossing: Tender award approved, subject to approval by QRA.</li> </ul>
2019 Betterment	<p>Design, documentation and Tendering for the 2019 Betterment works underway;</p> <ul style="list-style-type: none"> <li>Fossilbrook Road, Lynd Crossing - Tender Award to be submitted for consideration December 2020 Ordinary Meeting.</li> <li>Shanty Creek Road, Creek Crossing - closed 30 November 2020</li> <li>Clacherty Road, Creek Crossing - closed 30 November 2020</li> </ul> <p>QRA provided preliminary approval of these projects in early September 2020. Other betterment projects to be identified and submitted in future funding rounds.</p>

## Facilities

### Community Halls:

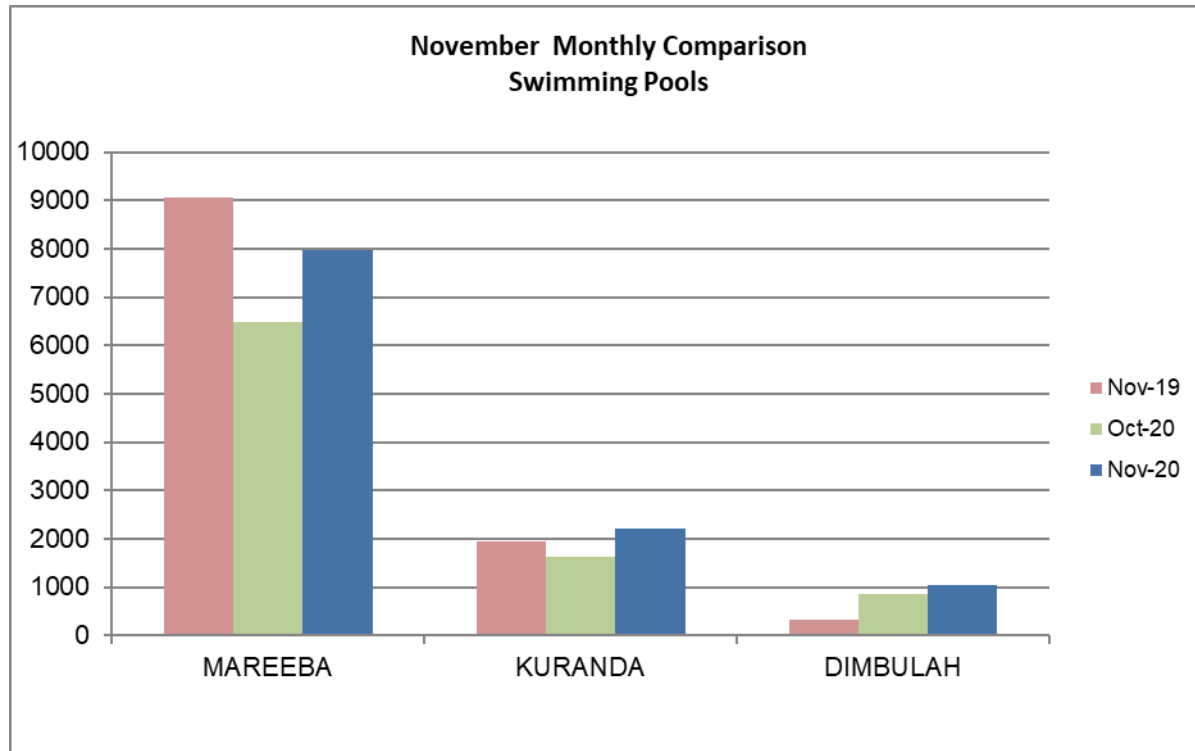
Maintaining safe, simple access to Council Community Halls is recognised as an important aspect for the communities ongoing wellbeing. All facility users are required to comply with the conditions set-out by the State Government's COVID-19 Restrictions Roadmap.

November utilisation indicates a general strengthening in utilisation numbers, which may be due to the community becoming more comfortable with the COVID reporting requirements.

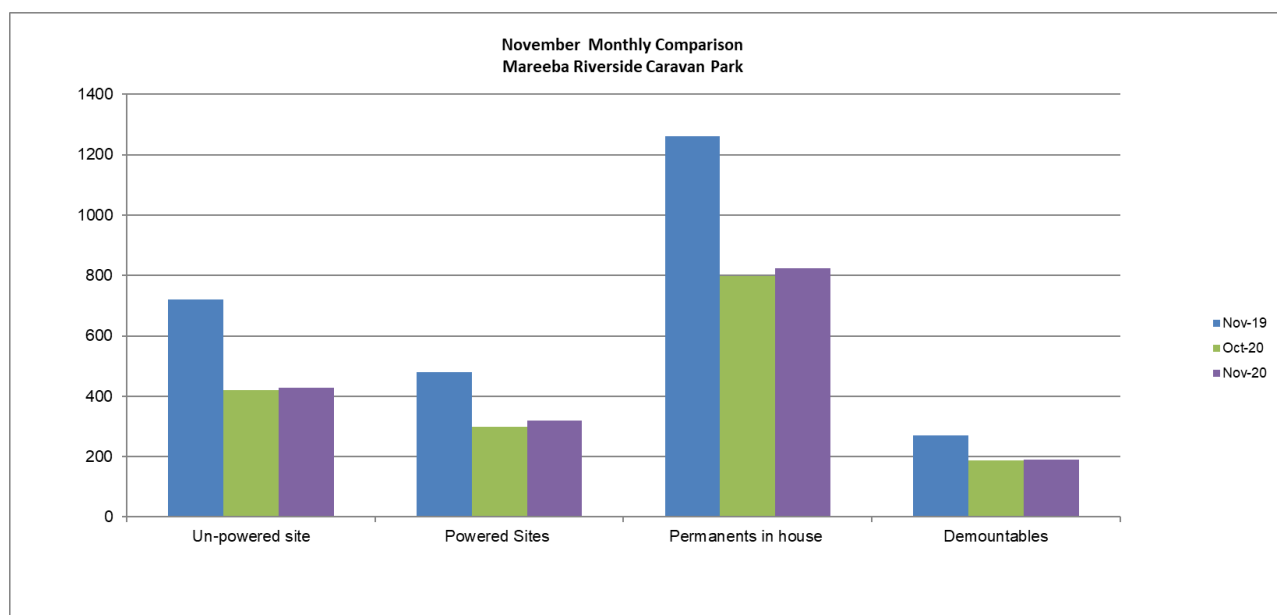


Swimming Pools:

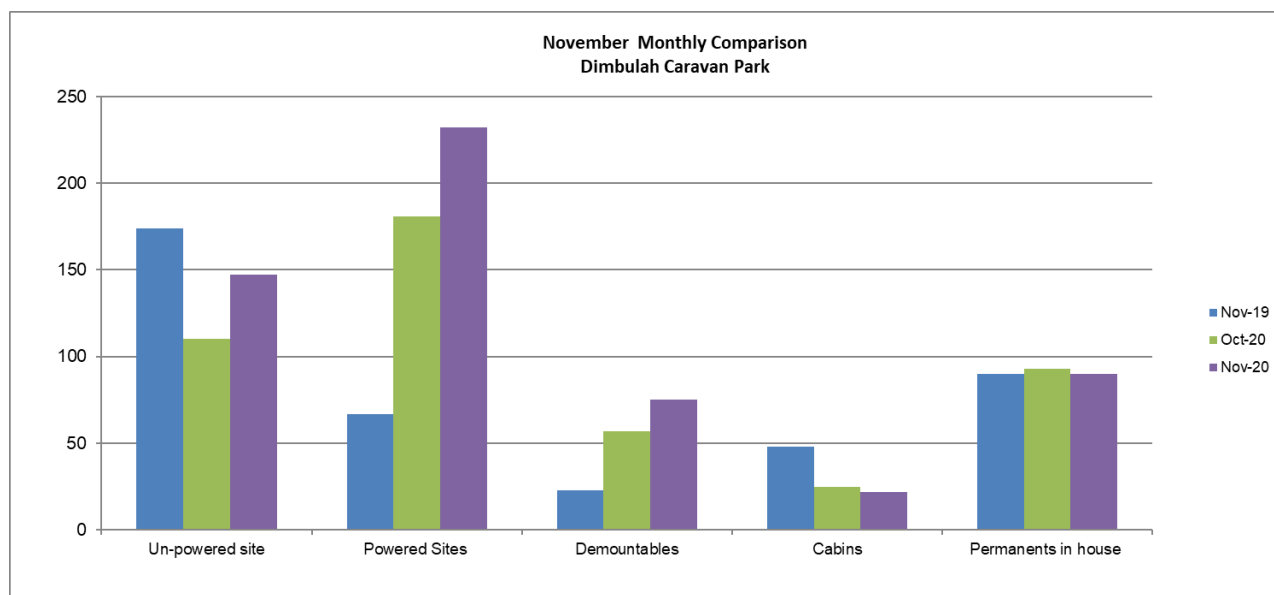
All three (3) pools are now operational, with public safety restrictions remaining in force in line with the State Government's COVID-19 Requirements. Attendance numbers have improved against previous months with particular growth in School Swimming lessons, however, this has impacted access by the general public due to COVID related capacity limitations.

Caravan Parks:

Mareeba Riverside Caravan Park utilisation have generally increased slightly compared to last month, fruit picking has commenced, and farmers are looking to recruit more staff. Figures have decreased compared to last year which is contributed to the COVID-19 restrictions to travellers.



Dimbulah Caravan Park utilisation has increased slightly compared to last month, with the swimming carnival weekend assisting the increase to powered and unpowered site usage by campers. Fruit picking season has commenced so seasonal workers are returning as the season progresses. Figures compared to last year in some areas are still down which is still contributed to the COVID-19 restrictions for travellers.



### Vandalism & Graffiti:

During November, 8 reports of vandalism/graffiti were recorded, with annual costs provided below;

Financial Year	Actuals	Comments
2015/16	\$ 2,134.00	<ul style="list-style-type: none"> <li>• Mareeba CWA toilets x 2</li> <li>• Mareeba Arnold Park toilets x 2</li> <li>• Mareeba Arnold Park Skate Park</li> <li>• Mareeba Arnold Park infrastructure (Sprinklers)</li> <li>• Mareeba Sports Hall</li> <li>• Kuranda Centenary Park toilets</li> </ul>
2016/17	\$ 16,546.00	
2017/18	\$ 23,948.00	
2018/19	\$ 14,851.00	
2019/20	\$ 14,211.18	
2020/21	\$ 9,910.31	

### 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.

**9.4 ENDORSE AWARD - TMSC2020-16 SOLAR POWER PROJECTS**

**Date Prepared:** 7 December 2020  
**Author:** Manager Technical Services  
**Attachments:** Nil

**EXECUTIVE SUMMARY**

The purpose of this report is to seek Council endorsement of the award of TMSC2020-16 Solar Power Project - Multiple Sites (8).

At its Ordinary Meeting of 18 November 2020, Council resolved to delegate authority to the Chief Executive Officer to award the contract for T-MSC2020-16 Solar Power Project after consultation with Councillors which occurred on 2 December 2020. This was to allow the works to commence as soon as possible and ensure the works are complete by the grant funding deadline.

**RECOMMENDATION**

That Council endorses the awarding of T-MSC2020-16 Solar Power Project - Multiple Sites to FNQ Solar Solutions (Brad Owens Electrical).

**BACKGROUND**

Council engaged Peak Services (Peak) to undertake a solar power concept design study, including structural and electrical suitability inspections, with eight (8) selected Council Sites listed in the Tender and as described *Table 1* below:

*Table 1: Location and sizing of Tendered Sites*

Location	Address	Proposed System
Dimbulah Swimming Pool	1B Raleigh Street, Dimbulah	17kW
Mareeba Sewage Treatment Plant	83 Adil Road, Mareeba	125kW
Mareeba Swimming Pool	31 - 39 Abbott Street, Mareeba	20kW
Centenary Park Booster Pump	Centenary Park, Mareeba	30kW
Mareeba Water Treatment Plant	11 - 15 Kowa Street, Mareeba	205kW
Kuranda Aquatic Centre	286 Myola Road, Kuranda	28kW
Kuranda Water Treatment Plant	Clay Lane, Kuranda	70kW
Cedric Davies Community Hub	41A - 41B Anzac Avenue, Mareeba	100kW

Following detailed analysis of the eight (8) sites and weather data, Peak identified Mareeba as being highly suited for solar power, with excellent all year-round solar exposure. By installing solar power at these sites, Council will save significant electricity costs by transitioning around 31% of the sites' energy usage to renewable energy. The project will deliver between 731,820 kWh and 879,374 kWh of clean power per annum and will reduce Council's carbon emissions by almost 600 tons of CO<sub>2</sub> each year.

Tenders were developed and called with each location being potentially released as a separable portion, thereby ensuring Council retains the ability to engage multiple contractors to ensure delivery within the required timeframes. Tenders closed 11.00am, Friday 20 November 2020, with Peak also engaged to assist with the tender evaluation process.

To allow the works to commence as soon as possible and ensure the works are completed by the grant funding deadline, officers sought a resolution of Council to delegate authority to the Chief Executive Officer to consider and approve the contractor, which was approved at 18 November 2020 Ordinary Meeting of Council, following consultation with Council.

### Tenders Received

Seven (7) submissions were received, with all tenderers assessed as capable of completing the works. Following review of the submissions, council officers normalised the pricing elements of the submissions to ensure all tenders were reviewed based on same STC rebate rate.

### Tender Assessment Summary

Each tender was evaluated and scored against the criteria, with the criteria scores then weighted to provide a total weighted score for the submissions. Additionally, each tender has been assessed for conformance, compliance and discrepancies, against the requested response schedules.

A summary of the as submitted pricing submissions and ratings is provided in *Table 1* below;

*Table 1: Submitted Pricing by Tenderers*

Tenderer	Price Excl GST	Rating
All Energy Queensland	\$ 1,103,248.90	5
FNQ Solar Solutions (Brad Owens Electrical)	\$ 925,453.00	1
Energy Impact	\$ 1,081,123.27	4
James Construction	\$ 808,600.62	2
Photon Energy	\$ 1,221,066.37	6
Smart Commercial	\$ 999,382.08	3
Solgen Energy	\$1,125,175.28	7

Peak Services (our specialist consultants) carried out a full review of the quality of the proposed system each tenderer supplied. The criteria for 'Quality of the Proposed System' was based on the calculations provided by the tenderers and the sub-criteria in *Table 2*:

Sub-criteria	Maximum score available
Panel Warranty (product)	4%
Inverter Warranty	4%
Workmanship Warranty	2%
Tier 1 Brands	5%
Total Annual Output	5%
Panel Degradation Factor	3%

Panel Efficiency	3%
Inverter Efficiency	3%
Correct Excel response provided	1%
Total	30%

*Table 2: Peak Services Sub-Criteria for 'Quality of Proposed System'*

The results of Peak's assessment are detailed in *Table 3*:

Ranking	Company	Total score out of 30%
1. 1	Brad Owens Electrical	27.61%
2. 2	Photon Energy Australia	23.63%
3. 3	Solgen Energy	23.24%
4. 4	Smart Commercial Solar	22.00%
5. 5	James Construction Queensland	20.38%
6. 6	Energy Impact (Yurika)	19.77%
7. 7	All Energy Queensland	18.22%

*Table 3: Peak Services ranking for 'Quality of Proposed System' criteria.*

The tender was normalised to allow for a \$35 per STC credit rate to ensure each tender was assessed against the same criteria for price. The overall quality of the proposed system had an impact on the selection of the preferred tender. Brad Owens provided the best quality system with the 2<sup>nd</sup> lowest price across all tenders which if reviewed over the life of the panels provides better value for money for the council.

## **RISK IMPLICATIONS**

### **Financial**

Pricing of the structure elements of the project. Final design requirements for the structure at Centenary Park are yet to be defined.

### **Legal and Compliance**

The seven (7) tenderers shortlisted provided competitive and compliant tenders.

Tenders were sought in-line with Council's Procurement Policy.

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

N/A

## **FINANCIAL AND RESOURCE IMPLICATIONS**

### **Capital**

N/A

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

The funds required for this project meet the budget allocation.



**Operating**

Future operational costs will be included in operational budgets as required.

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

Operational allowances have been provided.

**LINK TO CORPORATE PLAN**

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

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

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**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**

Officers will engage with the successful tenderer to implement the project.

**9.5 ENDORSE AWARD - TMSC2020-06 REFURBISHMENT OF CEDRIC DAVIES COMMUNITY HUB**

**Date Prepared:** 4 December 2020  
**Author:** Manager Technical Services  
**Attachments:** Nil

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**EXECUTIVE SUMMARY**

The purpose of this report is to seek Council endorsement of the award of TMSC2020-06 Refurbishment of Cedric Davies Community Hub, inclusive of the Community Facilities side of the building.

At its Ordinary Meeting of 19 August 2020, Council resolved to delegate authority to the Chief Executive Officer to award the contract for T-MSC2020-06 Cedric Davies Community Hub Refurbishment after consultation with Councillors which occurred on 2 December 2020. This was to allow the works to commence as soon as possible and ensure the works are complete by the grant funding deadline.

**RECOMMENDATION**

That Council endorses the awarding of T-MSC2020-06 Refurbishment of Cedric Davies Community Hub to Osborne Construction Solutions Pty Ltd (Alternative Offer) with an award value of \$990,610 (excl. GST).

**BACKGROUND**

Council resolved at its Ordinary Meeting of 19 December 2018 to acquire the existing Mareeba Bowls Facility and undertake refurbishment and upgrade works to develop the new Cedric Davies Community Hub. Council has received funding under the Queensland Government's Local Government Grants and Subsidies Program to deliver the project.

The following facilities are required to transform the site into a community hub:

- Build a clubhouse and synthetic covered bowling green (future Mareeba Bowls Facility);
- Modifications to the main building to cater for community services and training activities, a space for community events and recreational activities and provide space for a modern multi-faceted library service.

Delivery of the clubhouse and synthetic covered bowling green has now been delivered, with the facility currently being utilised by its members.

At its Ordinary Meeting of 19 August 2020, Council received the recommendation report to award tender T-MSC2020-06 Refurbishment of Cedric Davies Community Hub and resolved that it;

*"...delegates authority to the Chief Executive Officer to enter into, negotiate, and finalise the contract for TMSC2020-06 Refurbishment of Cedric Davies Community Hub Design, after consultation with Councillors."*

The recommendation report advised Council that, an invitation to submit tenders from suitably qualified and experienced contractors to undertake the refurbishment of the Cedric Davies Community Hub, closing 14 July 2020, had been made.

## Tenders Received

Five (5) submissions were received, with all tenderers assessed as capable of completing the works. Following review of the submissions, council officers sought clarification of pricing elements of the submissions from all tenderers with responses required by close of business, Monday 3 August 2020. Four (4) clarification submissions were received by the required deadline. One (1) Tenderer did not provide a response to the clarification request and therefore was deemed non-compliant.

At its Ordinary Meeting of 19 August 2020, Council resolved to delegate authority to the Chief Executive Officer to award the contract for T-MSC2020-06 Cedric Davies Community Hub Refurbishment after consultation with Councillors. This will allow the works to commence as soon as possible and ensure the works are complete by the grant funding deadline.

## Scope Variation:

During the tender period, Council undertook a review of the project scope with consideration to completing additional air-conditioning works to the Community Services areas of the building. As delivery of this additional works would best be managed under this contract, it was proposed in the report tabled on 19 August 2020, that the tenderers be shortlisted, with those selected invited to provide an alternative offer to undertake the additional works in conjunction with current tendered scope. The tenderers invited to submit an alternative offer were;

Mindil Pty Ltd

Osborne Construction Solutions Pty Ltd

Shane Smith Builder Pty Ltd

Council invited the shortlisted tenderers to provide an alternative offer to undertake the refurbishment of the Cedric Davies Community Hub, inclusive of the Community Facilities side of the building. This invitation was made through a tender clarification, which closed on 11 November 2020.

## Tender Assessment Summary

Each tender was evaluated and scored against the criteria, with the criteria scores then weighted to provide a total weighted score for the submissions. Additionally, each tender has been assessed for conformance, compliance and discrepancies, against the requested response schedules.

A summary of the amended submissions and ratings is provided in *Table 1* below;

*Table 1: Submitted Pricing by Tenderers*

Tenderer	Price Excl GST	Rating
Mindil Pty Ltd	\$ 1,120,692.01	4
Mindil Pty Ltd – Alternative Tender*	\$ 1,043,202.01	2
Osborne Construction Solutions Pty Ltd	\$ 1,061,310.00	3
Osborne Construction Solutions Pty Ltd – Alternative Tender*	\$ 990,610.00	1
Shane Smith Builder Pty Ltd	\$ 1,251,098.20	6
Shane Smith Builder Pty Ltd – Alternative Tender*	\$ 1,181,098.20	5

**Alternative Tenders\***

All shortlisted tenderers provided opportunities for savings via alternative Airconditioning Units and although the mechanical engineers will need to finalise specific elements of the proposal, the savings are considered achievable.

**RISK IMPLICATIONS****Financial**

Negotiating an alternative offer to complete the additional works, prior to awarding current contract provided the best means of achieving value for money.

**Legal and Compliance**

The three (3) tenderers shortlisted provided competitive tenders, with alternative options submitted providing improved 'value for money'.

Tenders were sought in-line with Council's Procurement Policy.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Under Section 5.2 of Part 3 - Conditions of Tendering of the Request for Tender, Council may request any one or more tenderers to change their tender to take account of a change in the scope or other document issued in connection with this request for tender or any error in such documents.

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

Negotiations with shortlisted tenderers was undertaken to source an alternative offer for the inclusion of additional works. The project is included in Council's Capital Works program.

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

Additional funds have been provided to further develop the project.

***Operating***

Future operational costs will be included in operational budgets as required.

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

Operational allowances have been provided.

**LINK TO CORPORATE PLAN**

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

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

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

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

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

**IMPLEMENTATION/COMMUNICATION**

Officers will engage with the successful tenderer to implement the project.

**9.6 ENDORSE AWARD - TMSC2020-19 MAREEBA POUND UPGRADE**

**Date Prepared:** 7 December 2020  
**Author:** Manager Technical Services  
**Attachments:** Nil

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**EXECUTIVE SUMMARY**

The purpose of this report is to seek Council endorsement of the award of T-MSC2020-19 Mareeba Pound Upgrade.

At its Ordinary Meeting of 18 November 2020, Council resolved to delegate authority to the Chief Executive Officer to award the contract for T-MSC2020-19 Mareeba Pound Upgrade after consultation with Councillors which occurred on 2 December 2020. This was to allow the works to commence as soon as possible and ensure the works are complete by the grant funding deadline.

**RECOMMENDATION**

That Council endorses the awarding of T-MSC2020-19 Mareeba Pound Upgrade to Mindil Pty Ltd following completion of successful negotiation of the contract.

**BACKGROUND**

Located at 35 Hickling Avenue Mareeba, the existing Mareeba Pound has serviced the community as both Council's animal impoundment facility and animal refuge. A condition inspection identified that the structure has reached the end of its functional use and a new facility is needed and funding has been allocated under Works for Queensland for the project.

The project provides for the construction of a dual-purpose facility capable of supporting both impoundment requirements of council and an animal refuge/kennel.

Council engaged the services of Coburn Architecture to assist with the development of designs and tender evaluation process.

Council invited tenders from suitably qualified and experienced contractors to undertake the renewal of the existing Mareeba Pound Facilities which closed on 5 November 2020, with Council delegating authority to the Chief Executive Officer to negotiate and finalise the contracts at its Ordinary Meeting of Council, 18 November 2020.

**Tender Evaluation:**

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

40% - Price

20% - Methodology

20% - Proven Prior Experience

20% - Delivery Timeline

Each tender was evaluated and scored against the criteria, with the criteria scores then weighted to provide a total weighted score for the submissions. Additionally, each tender has been assessed for

conformance, compliance and discrepancies, against the requested response schedules. Post tender clarifications were sought (where necessary) and incorporated into the evaluation.

### Tenders Received

Five (5) submissions were received by close of tender, with all Tenderers assessed as being capable of delivering the works. Two (2) tenderers provided alternative offers, which identified opportunities for potential savings for further Council's consideration.

A summary of tendered submissions and ratings is provided in *Table 1* below;

*Table 1: Submitted Pricing by Tenderers – Full Scope of Works*

Tenderer	Price Exc GST
HCMM Pty Ltd / T/A H.C. Building and Construction	\$ 1,132,204.96
Mindil Pty Ltd	\$ 946,654.00
Mindil Pty Ltd – Alternative Tender*	\$ 898,304.00
Neater Constructions Q Pty Ltd	\$ 979,970.00
Osborne Construction Solutions Pty Ltd	\$ 1,057,010.00
Osborne Construction Solutions Pty Ltd – Alternative Tender*	\$ 1,045,260.00
Shane Smith Builder Pty Ltd	\$ 920,830.00

### Alternative Tenders\*

Mindil Pty Ltd have identified a number of potential savings through the use of alternative materials, systems and construction methodologies (\$48,350 ex GST).

Osborne Construction Solutions Pty Ltd has indicated a potential saving through the development of an alternative lighting design (\$11,750 ex GST).

Council officers assessed the alternative submissions as being suitable for use and have incorporated into assessment process. The potential savings, as they relate (or otherwise) with provisional items, identified have been included within the remainder of this report, beyond their listing in *Table 1*.

### Provisional Items

The Tender Issue drawings sought submission of pricing to deliver the full scope of works however, to ensure Council retained the ability to reduce the scope to better manage potential budgetary constraints, provisional items were incorporated into the pricing schedules. Elements of the project defined as provisional included;

- Southern driveway access;
- Southern dog run;
- Site boundary fencing;
- Covered Drop off gates and mesh fencing;
- Eight (8) kennels;
- Temperature control measure (misting system);
- PV Panel to building;



Although removal of the provisional items will not significantly impact the functionality of the facility, inclusion of some elements will improve its operability, i.e. Site Fencing will improve security of site etc. Further options to reduce costs are available to Council being;

- Remove render and plaster from administration building,
- Alternative Mesh and Gate fabrication,
- Council civil works teams undertake the road/driveway construction elements.

It was determined that the additional cost associated with the provisional items exceeded available funding and are therefore excluded in the assessment of tenders. The adjusted tender pricing is displayed (includes potential savings identified in submissions) in *Table 2* below.

*Table 2: Submitted Pricing by Tenderers – Scope of Works (exclusive of provisional items)*

<b>Tenderer</b>	<b>Price Exc GST</b>
HCMM Pty Ltd / T/A H.C. Building and Construction	\$ 1,022,659.06
Mindil Pty Ltd	\$ 769,584.00
Neater Constructions Q Pty Ltd	\$ 877,490.00
Osborne Construction Solutions Pty Ltd	\$ 945,232.00
Shane Smith Builder Pty Ltd	\$ 782,850.00

### **Tender Assessment Summary**

A summary of the combined Tender assessment, incorporating the evaluation against conformance, price and non-price criteria, resulted in the ranking of submissions displayed in *Table 3* below.

*Table 3: Submission Evaluation Summary – Scope of Works (exclusive of provisional items)*

<b>Tenderer</b>	<b>Ranking</b>
HCMM Pty Ltd / T/A H.C. Building and Construction	5
Mindil Pty Ltd	1
Neater Constructions Q Pty Ltd	3
Osborne Construction Solutions Pty Ltd	4
Shane Smith Builder Pty Ltd	2

Council Officers have commenced negotiations with the successful contractor to further clarify aspects of their submission, to better deliver the required outcome within budget constraints.

### **RISK IMPLICATIONS**

#### **Financial**

Negotiating an alternative offer to complete the additional works, prior to awarding current contract provided the best means of achieving value for money.

#### **Legal and Compliance**

Tenders were sought in-line with Council's Procurement Policy.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Under Section 5.2 of Part 3 - Conditions of Tendering of the Request for Tender, Council may request any one or more tenderers to change their tender to take account of a change in the scope or other document issued in connection with this request for tender or any error in such documents.

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

Council have included the project within its current capital program, with funding constraints to be managed via further negotiations with the Contractor.

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

Although the project has been allocated funding within the current financial year, budget constraints have been identified and will be addressed through negotiations with the contractor and potential reallocation from alternative projects.

***Operating***

Future operational costs will be included in operational budgets as required.

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

Operational allowances have been provided.

**LINK TO CORPORATE PLAN**

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

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

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

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

**IMPLEMENTATION/COMMUNICATION**

Officers have engaged with the successful tenderer to implement the project.

**9.7 T-MSC202-23 WARRIL DRIVE RISING WATER MAIN AND BOOSTER STATION PROJECT**

**Date Prepared:** 24 November 2020

**Author:** Manager Water and Waste

**Attachments:** Nil

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**EXECUTIVE SUMMARY**

Council has invited tenders from suitably qualified and experienced contractors to undertake the installation of a new water rising main and booster station which closed on 9 December 2020.

To allow the works to commence as soon as possible and ensure the works are completed in a timely manner so as to comply with the current firefighting standards and the Water Supply Safety Reliability Act 2008, officers propose Council delegate authority to the Chief Executive Officer to consider and approve the contractor.

**RECOMMENDATION**

That Council delegates authority to the Chief Executive Officer to award the contract for T MSC2020-23 Warril Drive Rising Water Main and Booster Station Project after consultation with Councillors.

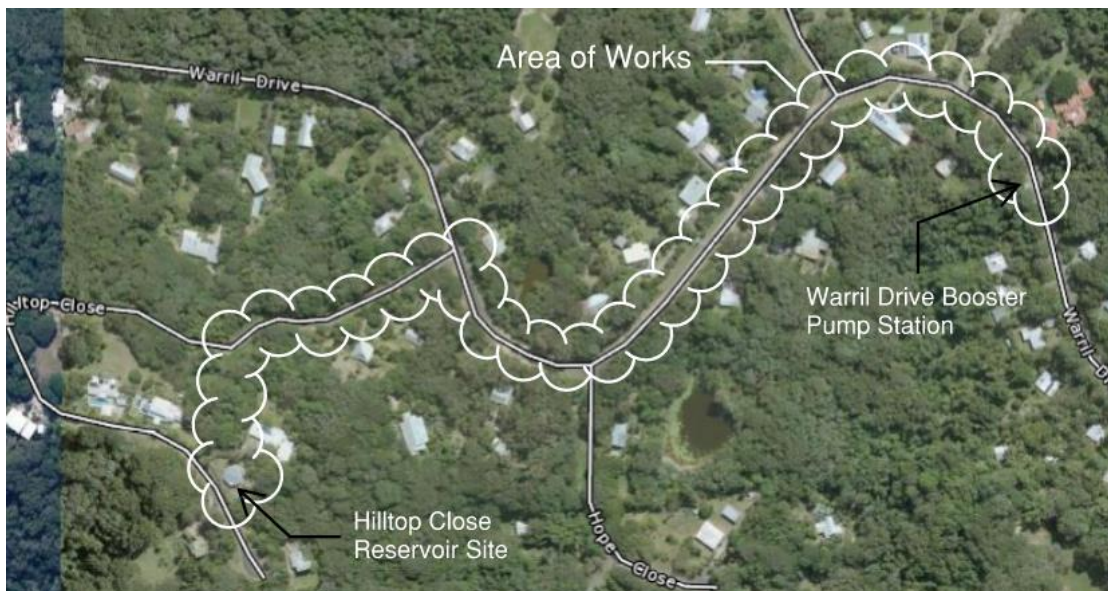
**BACKGROUND**

The Warril Drive area of Kuranda is supplied with treated water from the Kuranda Water Treatment Plant.

A delivery main on Warril Drive enters an existing pump station from where water is reticulated to residences along the remainder of Warril Drive, Hope Close, Punch Close and Hilltop Close. A reservoir on top of Hilltop Close acts as a balancing storage for periods of low use and as a backup for firefighting purposes. The existing pump station was reconstructed circa 2017: according to an MSC commissioned Aurecon Design Specification (2016).

A dedicated rising water main is to be constructed, from the existing pump station, to the reservoir to prevent pressure fluctuations caused by the existing pumps when filling the reservoir.

A new housing development is currently being constructed at the end of Hilltop Close which, unless the water pressure is boosted, will not have sufficient pressure for domestic use or firefighting purposes. A booster pump station (BPS) is proposed to be constructed adjacent to the reservoir to boost the pressure to the new houses.



## RISK IMPLICATIONS

### Financial

Council has allocated funding under the 2020-2021 capital budget with expenditure by 30 June 2021.

### Infrastructure and Assets

The existing infrastructure is inadequate to achieve firefighting and localised water pressure standards and requires new infrastructure which will provide for the long-term needs of the community.

### Political and Reputational

Loss of reputation.

### Legal and Compliance

The proposed works will be in accordance required standards.

## LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Tenders have been sought in accordance with Council's Procurement Policy.

## FINANCIAL AND RESOURCE IMPLICATIONS

### Capital

Council has allocated funding under the 2020 - 2021 Capital Works Program and officers will provide further consultation with Council prior to award of contract.

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

Yes

### Operating

As it is a combination of replacement and new infrastructure, it is anticipated that there will be some additional operational costs.

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

Costs associated with the new infrastructure will included in the forthcoming financial year's budget.

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

Future budget requirements will be assessed, and relevant funds sought during the Budget development phase.

**LINK TO CORPORATE PLAN**

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

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

**IMPLEMENTATION/COMMUNICATION**

Officers will undertake further negotiations with shortlisted tenderers prior to awarding the contract.



**9.8 REEF GUARDIAN COUNCIL ACTION PLAN 2020 -2021**

**Date Prepared:** 3 December 2020

**Author:** Senior Environmental Officer

**Attachments:** 1. Mareeba Shire Council Reef Guardian Action Plan 2020 - 2021 [↓](#)

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**EXECUTIVE SUMMARY**

This purpose of this report is to seek endorsement from Council for the Mareeba Shire Council Reef Action Plan 2020 - 2021.

**RECOMMENDATION**

That Council endorse the Mareeba Shire Council Reef Action Plan 2020 - 2021.

**BACKGROUND**

The Reef Guardian Council program (RGC program) is a collaborative stewardship arrangement between local governments in the Great Barrier Reef catchment and the Great Barrier Reef Marine Park Authority, which recognises that local and regional approaches are central to protecting and managing the Reef and the communities it supports.

Through their statutory responsibilities, local government delivers many actions that support the outcomes of the Reef 2050 Long Term Sustainability Plan. Councils work with industry to facilitate economic development and provide significant guidance and support to the community in achieving their aspirations in a coordinated way. Most local governments adjacent to the Great Barrier Reef are Reef Guardian councils—these councils have identified both statutory and non-statutory actions to manage the threats to the Great Barrier Reef and support the community in understanding and appreciating the Reef's values.

Mareeba Shire Council renewed its membership in the Reef Guardian program early 2020. Under the Terms of Reference for the program, a Reef Guardian Council Action Plan is to be developed and adopted by Council as a tool to identify the gaps and positive actions they are taking to improve the health of the Reef. The action plan may assist council to track continuous improvements in its activities.

Recognising that each member council's capacities and operations are different, councils may choose to complete action plans every year, every second year or over the four-year local government term. The action plans are developed using a standard annual plan template provided by the Authority or through a process and report devised by individual councils.

Actions must address the key threats to the Reef, as identified in the Outlook Report: climate change, coastal development, land-based run-off and direct use, to help manage factors influencing the reefs ecological and heritage values.

Actions are scalable reflecting the council's financial or technical capacity to contribute. However, to be a member, councils with a population of less than 50,000 residents must commit to at least one action per section, while Councils with greater than 50,000 residents must commit to at least three actions, per section. Examples of actions are provided in Table 1, however the program



empowers councils to drive change and deliver innovative solutions to help the Reef by identifying other actions beyond those provided.

The action plan will be provided to the Authority to promote the RGC program and enable reporting.

Table 1 - Reef Guardian Council Actions

Climate Change	Adopt a climate change policy Increased renewable energy generation Climate change adaptation / resilience planning Circular economy initiatives – waste diversion and re-use Climate change education / mitigation and / or adaptation initiatives for the wider community
Coastal development (including head water catchments)	Manage acid sulphate soils Monitor water quality in urban waterways Consider installing cycle / walkways to promote active transport options Waste and recycling initiatives / education program
Land-based run-off	Minimise the impact of discharge from council infrastructure Council regulatory services investigate water pollution incidents Council capital and operational work programs minimise sediment runoff, nutrient and pesticide runoff Monitor developments for compliance Public education for water conservation and catchment awareness Water Sensitive Urban Design
Direct use	Support programs to promote sustainable recreational fishing activities in schools and the broader community Support community and industry partnerships working to improve Reef health
Heritage values (Historic and Traditional Owner)	Identify, protect and manage, where appropriate: <ul style="list-style-type: none"> <li>- cultural heritage sites</li> <li>- contemporary cultural heritage connections</li> <li>- social and cultural (place) values</li> <li>- aesthetic values that contribute to community pride in, and connection to, the Reef</li> </ul> Support Traditional Owner social and economic outcomes through programs and partnerships

**Mareeba Shire Council Reef Guardian Action Plan**

It is proposed for Council to endorse the action plan:

- for the one-year duration to reflect Council's capital and operational planning timeframes,
- using the standard annual plan template provided by the Authority, and
- to outline the proposed actions in response to each key threat to the reef.

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

Reputation risk if the Reef Action Plan is not endorsed.

**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.

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

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

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

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

**IMPLEMENTATION/COMMUNICATION**

If Council is satisfied with the proposed Reef Action Plan, the endorsement section must be signed prior to delivery to the Great Barrier Reef Marine Park Authority.

Mareeba Shire Council may use the Reef Action Plan as a communication tool for the community.



## Reef Guardian Council program

The Reef Guardian Council program (RGC program) is a collaborative stewardship arrangement between local government in the Great Barrier Reef catchment and the Authority, which recognises that local and regional approaches are central to protecting and managing the Reef and the communities it supports.

The RGC program was first launched in 2007 and in 2020 has grown to include 18 member councils covering an area of 300 000 square kilometres and a population of more than one million people.

Whether Reef Guardian Councils and their communities are large or small, they are making continuous improvements to help the Reef.

## Action plans

This Action Plan records the diversity of council actions and projects that contribute to Reef health. It aligns with Queensland and Australian Government objectives to improve the long-term outlook for the Reef.

Actions are scalable reflecting each council's financial and technical capacities. To be a member, councils with a population of less than 50,000 residents must commit to at least one action for each item (climate change, coastal development, land-based run-off, direct use, heritage values), while councils with greater than 50,000 residents must commit to at least three actions per item. Examples of actions are provided in Table 1 of the Reef Guardian Council program Terms of Reference, however the program empowers councils to drive change and deliver innovative solutions to help the Reef by identifying other actions beyond those provided.

## Endorsement

The council recognises the importance of the Reef Guardian partnership and values the contributions made by staff and the community 'working together today for a healthier Reef tomorrow'.

**Period of Action Plan: 2020 - 2021**

**Endorsed:** ..... /..... /.....

**Council signatory**

## Local Government Areas in the Great Barrier Reef Catchment





## Climate change

Action	Description	Financial/Resource Commitment	Partnerships	Responsible department/position	Project Status
Solar Power for Infrastructure	Eight sites are set to receive to solar power which will contribute an annual electricity saving of \$119K by transiting 30% of electricity usage to renewable solar power. This will equate to a 600ton reduction of CO2 per year.	Externally funded through Works for Queensland.	Queensland Government	Corporate Services	Grant application successful.
Solar Power Lighting Bicentennial Lakes	Duplication of solar lighting will be installed in Bicentennial Lakes.	Externally funded through Works for Queensland.	Queensland Government	Infrastructure Services	Grant application successful.
Climate Change Resilience Policy	Climate change has been identified as an enterprise risk to Mareeba Shire Council. This policy will outline Mareeba Shire Council's response to climate change for a growing, confident and sustainable Shire.	Internally funded.	LGAQ Queensland Climate Resilient Councils network.	Infrastructure Services	Commenced.

## Catchment development

Action	Description	Financial/Resource Commitment	Partnerships	Responsible department/position	Project Status
Parks and Open Space Strategy	A Strategy will be developed that will identify opportunities such as cycle and walkway connectivity to promote active transport options.	Council Budget	Community recreational groups.	Infrastructure Services	Commenced
Community Biosecurity Plan	Develop and implement a Community Biosecurity Plan that communicates statutory obligations, community aspirations and recognizes partnerships.	Council Budget	FNQROC, PMAC, NRM groups.	Infrastructure Services	Ongoing.
Waste and Recycling Education	MSC undertakes an annual waste characterisation audit to assist in understanding waste compositions.  Annual Grade 4 education presentation to Mareeba State School.	Council Budget	Mareeba State School	Infrastructure Services	Commenced.

## Land-based run-off

Action	Description	Financial/Resource Commitment	Partnerships	Responsible department/position	Project Status
Water Sensitive Urban Design - Grove Creek, Speewah.	Rehabilitation of drain in Freedom Close, Speewah will be undertaken to minimise erosion and sedimentation of Grove Creek.	Council Budget	Internal	Infrastructure Services	Planning stage
Water pollution investigation	Council regulatory services investigate water pollution incidents	Council Budget	Internal	Regulatory Services	Ongoing



## Direct use

Project Name	Description	Financial/Resource Commitment	Partnerships	Responsible department/position	Project Status
Citizen Science Promotion	Support sustainable recreational fishing activities in schools and the broader community by promoting the Eye of the Reef citizen science program through our Reef Guardian School's events and MSC social media network.	Council Budget	Reef Guardians	Infrastructure Services	Planning.
Plastic Free July	Support Plastic Free July campaign through email banners and social MSC media network.	Council Budget	Reef Guardians	Infrastructure Services	Annual on-going.

## Reef heritage and social values

Action	Description	Financial/Resource Commitment	Partnerships	Responsible department/position	Project Status
Amazon Frogbit Atherton Creek.	Mareeba Shire partnered with Mulrudji Tribal Aboriginal Corporation RNTBC to control the highly invasive aquatic weed, Amazon frogbit from Atherton Creek. Amazon frogbit is likely to have been introduced from dumped aquarium or pond contents.	Council Budget	Mulundji Tribal Aboriginal Corporation RNTBC	Infrastructure Services	Ongoing
Kuranda Jungle Walk and Barron Gorge National park walking trail.	Support Traditional Owner social and economic outcomes and opportunities through engagement with Djabugay and Bulwai Indigenous Corporations associated with trail.	Council Budget	Djabugay and Bulwai Indigenous Corporation	Infrastructure Services	Commenced

## 9.9 INFRASTRUCTURE SERVICES, WATER AND WASTE OPERATIONS REPORT - NOVEMBER 2020

**Date Prepared:** 18 November 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 November 2020.

### RECOMMENDATION

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

### BACKGROUND

#### Water and Wastewater Treatment:

All treatment plants performing satisfactorily. Water demand is steady compared to the previous month's consumption usage with only slight variances demand usage.

Inflows through the wastewater treatment plants have remained steady with a slight increase on inflows at the Mareeba WWTP and slight decrease at the Kuranda WWTP.

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 November.

Water Treatment	Mareeba	Kuranda	Chillagoe	Dimbulah	Mt Molloy*
Water Plant average daily production (kL)	11,899	1,187	300	606	197
Number of Connections	3,922	1,010	123	247	123
Average daily water consumption per connection (L)	3,034	1,175	2,439	2,453	1,602

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

Wastewater Treatment	Mareeba	Kuranda
Wastewater Plant average daily treatment (kL)	2,033	161
Number of Connections	3,507	348
Average daily inflow per connection (L)	580	463

**Water and Wastewater Reticulation:**

Council's water reticulation crew attended to an increased number of water main breaks and 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 and sewerage main breaks and chokes.

Water Mains	Jan 2020	Feb 2020	Mar 2020	April 2020	May 2020	June 2020	July 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020
Water main breaks	4	9	11	10	8	8	6	4	4	10	8
Sewerage main breaks & chokes	3	3	5	4	4	2	4	3	1	3	3

Investigation work at the Mt Molloy Water Intake Weir was undertaken and it was discovered that there were leaks through the natural rock formation that the weir is constructed on. Whilst the area behind the weir was dammed off, it allowed for the opportunity while on site to concrete over the leaks. The concrete was allowed enough time to cure before reinstating flow over the weir. The weir is now over-topping and working well.

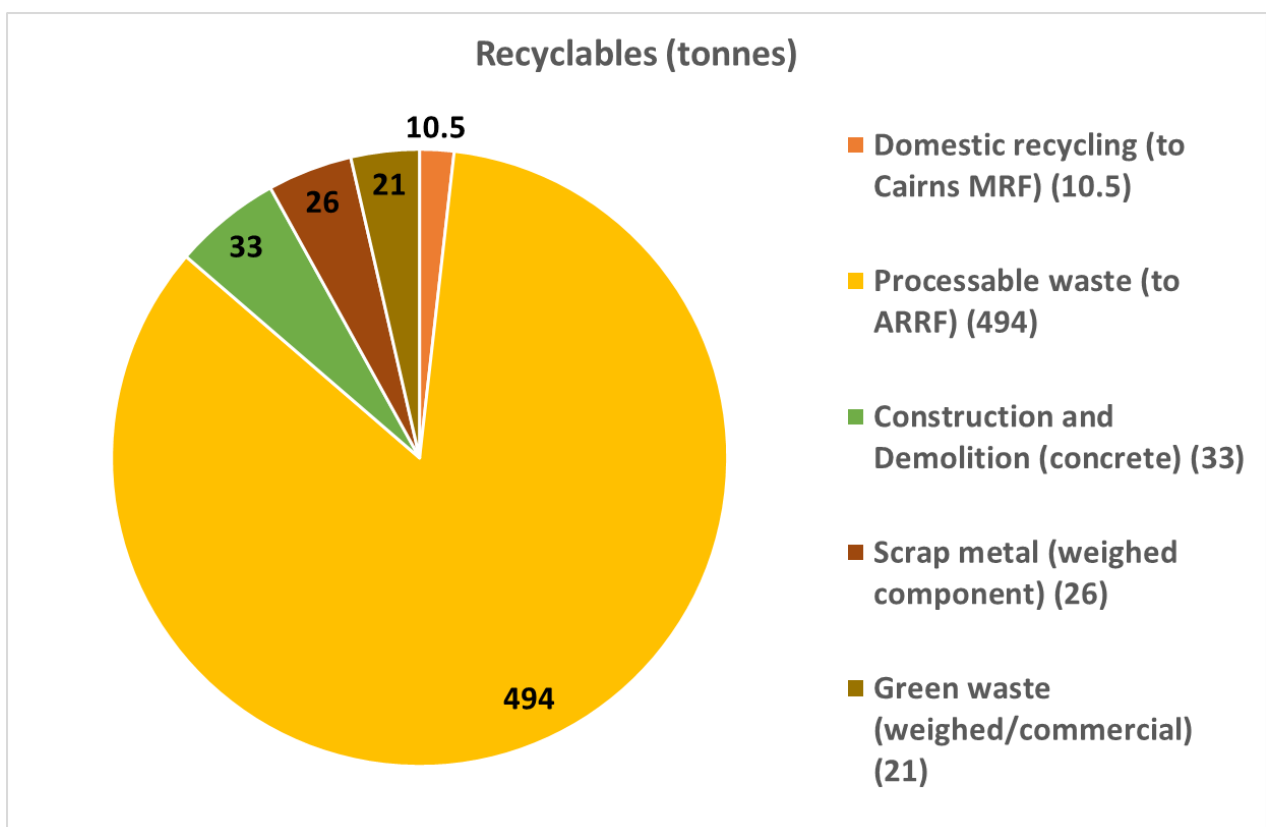
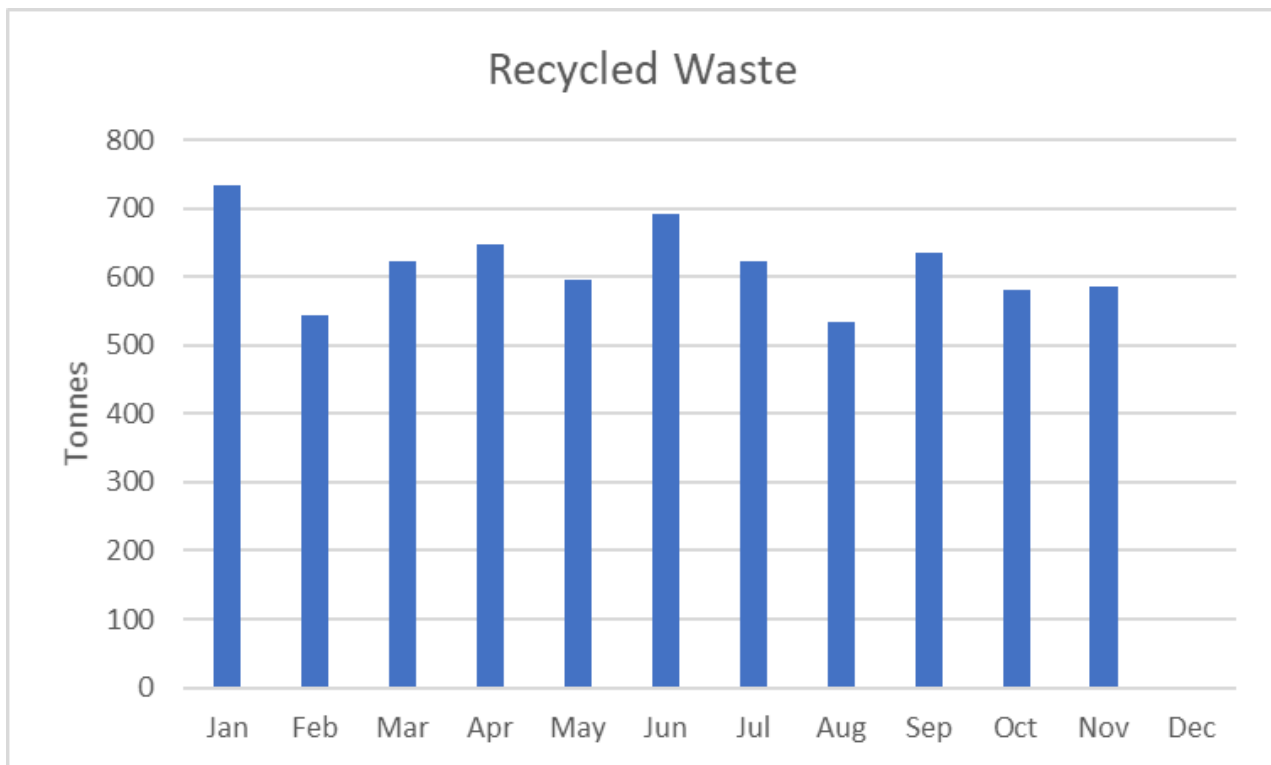
**Waste Operations:**

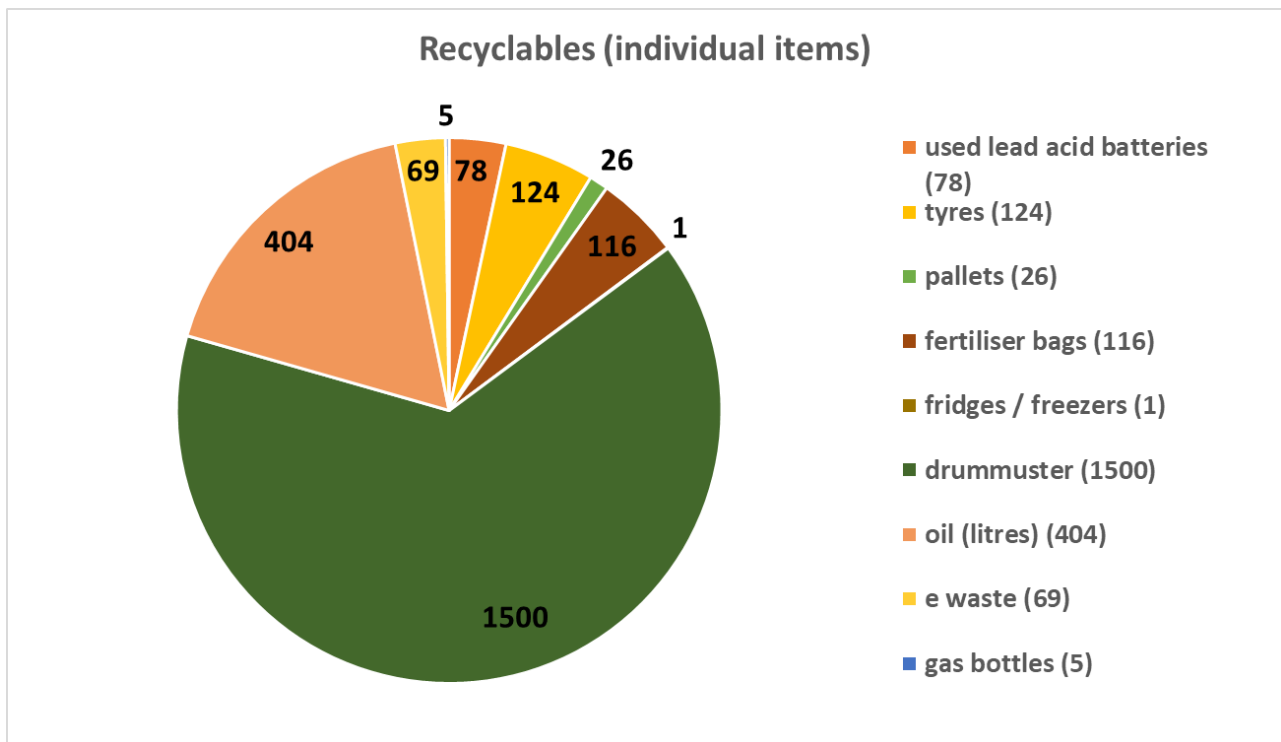
All transfer stations and Mareeba landfill are currently operational.

**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.

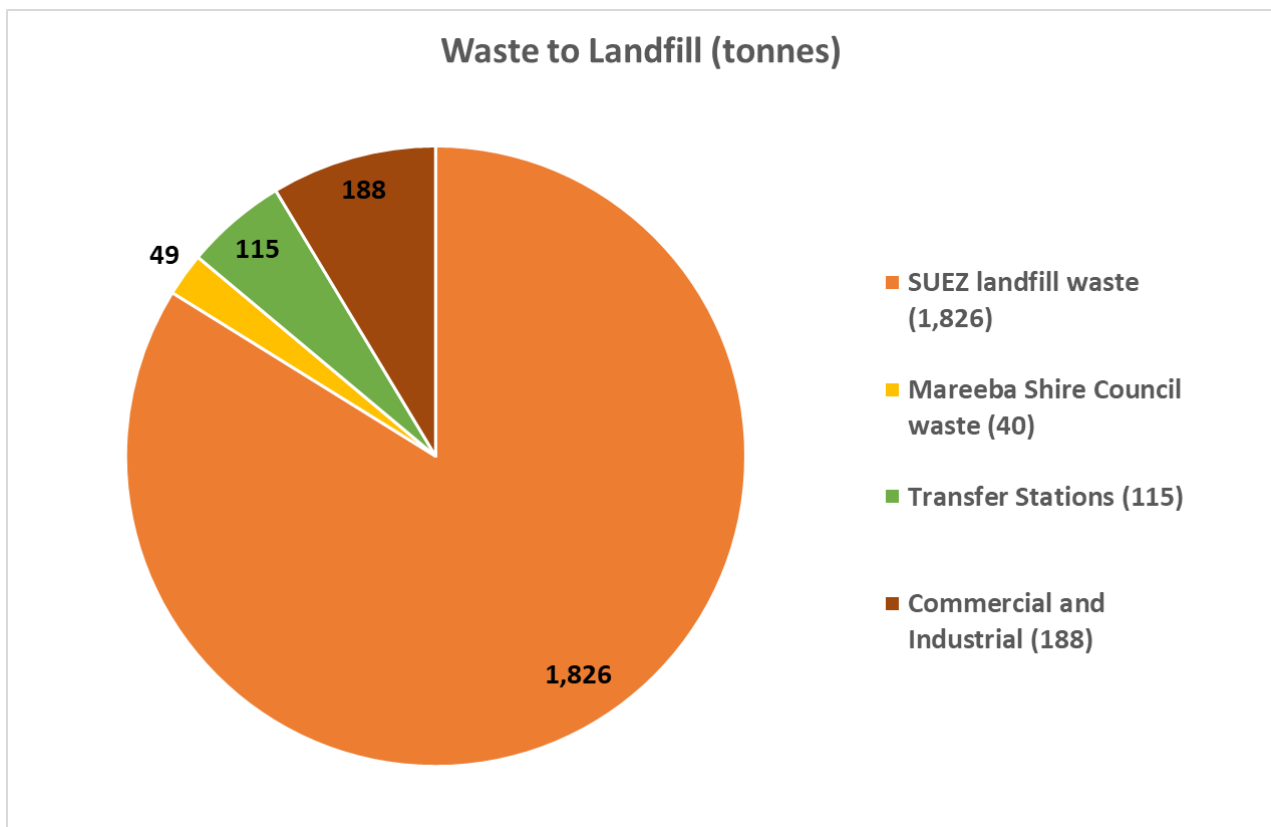
Household battery collection commenced in November however there is no data for this report.





#### 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 nine (9) illegally dumped tyres (less than one tonne), one (1) scrap vehicle with tyres and less than one (1) tonne illegally dumped general waste through Mareeba Waste Transfer Station during the month of November.



### Queensland State Waste Levy

Earlier this year, the Queensland Government deferred the increase of levy rates from 1 July 2020 to 1 January 2021 as part of a suite of measures to support Queensland businesses during COVID-19.

In line with the original decision and as scheduled in the Waste Reduction and Recycling Regulation 2011, levy rates will increase by \$5 per tonne on 1 January 2021.

### 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.

**9.10 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - NOVEMBER 2020**

**Date Prepared:** 2 December 2020

**Author:** Manager Works

**Attachments:** Nil

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**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 November 2020.

**RECOMMENDATION**

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

**BACKGROUND****Transport Infrastructure**Road Maintenance Activities

In November the unsealed road maintenance program was completed in the eastern part of the shire and the grading crew has established in the Julatten/Mt Molloy area. Resources are freeing up with the completion of capital works projects and an additional maintenance grade has been scheduled for Henry Hannam Drive, Lockwood Road, Spurrier Road, Tinaroo Creek Road, Cobra Road, Emerald Falls Road, Davies Creek Road and Kovacic Road. Once this additional maintenance grading is complete the crew will be undertaking edge drop repair on Fichera Road.

During the month extensive bitumen patching, pavement dig out restoration and edge repair was undertaken on Myola and Oak Forest Roads, Kuranda in preparation for resealing. This maintenance activity will continue during December and will be complete by Christmas Close Down. At the time of reporting in excess of eight (8) tonnes of blade mix had been used.

Bridges and Major Culverts

With the completion of the John Doyle Bridge project the bridge crew has been split into two smaller crews that are currently undertaking bridge inspection and maintenance work and minor concrete repair work.

During November, 45 bridges, causeways and major culverts were inspected and maintained. In addition, these crews have constructed/replaced four (4) cemetery lawn beams in the Mareeba Cemetery and minor culvert head wall repairs in the Dimbulah area.

TMR Routine Maintenance Performance Contract (RMPC)

RMPC activities on the Burke Developmental Road (BDR) included a medium formation grade from Nolan's Creek to King Vol mine, clearing trees between Wrotham Park and Gamboola that had fallen onto the road from a recent bushfire, filling breakaways around Trimble's Crossing, rock stabilising the approaches to Turkey Creek, a medium formation grade and minor re-sheeting between Chillagoe and Almaden.

A medium formation grade has commenced on the Herberton - Petford Road between Watsonville and Irvinebank.

In the eastern areas of the shire mill and fill work (excavating isolated pavement failures and refilling with asphalt) was carried out on the Mulligan Highway, the Mareeba - Dimbulah Road and the Mossman - Mt Molloy Road. Crews spent six (6) days cleaning drains and trimming trees on the Rex Range along with major litter collections on all state controlled roads under Council's stewardship east of Dimbulah.

### **Parks and Open Spaces**

Parks and Open Spaces staff continued to undertake their regular duties throughout November. Mowing and brush cutting irrigated parks and medians, hedging and mulching, irrigation and vandalism repairs, tending sporting fields, tree trimming, servicing facilities and bins, playground equipment inspections and burials.

In Chillagoe, the golf club surrounds and the park area beside the treatment plant have been pruned and mulched. Ten Acre Park continues to improve with regular manual watering. Additional bins have been placed in strategic areas in the town in an attempt to alleviate the influx of litter from weekend campers.

In Kuranda, a major irrigation repair was carried out at Centenary Park when a vehicle delivery a skip bin during the public toilet refurbishment backed over the irrigation control box fracturing the connection to the ring main. The damage to the ring main was not immediately obvious but over time the connection had weakened and eventually failed. The box has been relocated and is now protected with a large feature rock to prevent a reoccurrence.

### **Land Protection**

**Staaten River Asset Protection:** With the assistance of the owner of Highbury Station, staff from the Department of Natural Resources, Mines and Energy (DNRME), National Parks Chillagoe, Tablelands Regional Council and the local state representative from Biosecurity Queensland, Land Protection staff carried out extended surveys of the flood out country between the Mitchell River and the Staaten River. The aim of the program is to locate and destroy any Bellyache bush that is present in this corridor to prevent it becoming established in the relatively clean riparian area along the Staaten. All plants found were removed and mapped in Council's ArcGIS geodatabase for future reference.

**Multi Species Weed Clean-up on Emu Creek and the Upper Walsh River:** The strategically targeted weeds in this program included Rubber Vine, Belly Ache Bush, Physic Nut and Siam weed. Fully integrated controls are employed with fire, basal treatment, hand removal, cut and swab and blanket spraying all successful techniques to control these woody weeds.

**Frogbit on the Mitchell Catchment:** Land Protection officers treated and carried out extended surveys for Frogbit on 2 Mile Creek from the effluent inflow near Adil Road down to the top of Lake Mitchell. This work will need to be carried out four (4) times annually and will be on going if the Mitchell River is to be protected from this aquatic invasive plant.

**Wild Dogs:** A coordinated baiting program on four (4) cattle properties in the Hurricane Station area was completed in November. Another program in the Wetherby /Euluma Ck area was successful in removing a pack of dogs that have been predating on calves, sheep and poultry in the 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 2020/21 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 CORPORATE PLAN 2021 - 2025

**Date Prepared:** 11 November 2020

**Author:** Chief Executive Officer

**Attachments:** 1. Corporate Plan 2021-2025 [↓](#)

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#### EXECUTIVE SUMMARY

This report presents the draft Mareeba Shire Council Corporate Plan 2021 - 2025 for formal adoption by Council.

#### RECOMMENDATION

That Council adopt the Mareeba Shire Corporate Plan 2021 -2025 as attached to this report.

#### BACKGROUND

Section 165 of the *Local Government Regulation 2012* states:

1. *A local government must prepare a 5-year corporate plan for each period of 5 financial years.*
2. *A local government must adopt its 5-year corporate plan in sufficient time to allow a budget and annual operational plan, consistent with the corporate plan, to be adopted for the first financial year that is covered by the plan.*
3. *A local government may, by resolution, amend its 5-year corporate plan at any time.*
4. *A local government must discharge its responsibilities in a way that is consistent with its 5-year corporate plan.*

A five (5) year Corporate Plan 2018 - 2022 was adopted by Council on 18 April 2018.

A review of the Corporate Plan has provided an opportunity to assess the strategic priorities and update where necessary to ensure Council continues to shape the future direction of Mareeba Shire and achieve the vision, "a growing, confident and sustainable Shire."

The following strategic priorities have been identified:

##### **Financial Sustainability**

"A council that continuously operates in a cost-effective manner while managing council's assets and reserves to ensure a sustainable future".

##### **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".

**Community**

“An informed and engaged community which supports and encourages effective partnerships to enhance the liveability of the shire”.

**Governance**

“Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire”.

To assist with the development of the new Corporate Plan, a planning workshop facilitated by an external consultant was conducted on 2 and 3 September 2020 and was attended by the Mayor, Councillors, Chief Executive Officer and executive management.

There is a strong focus on strategy and advocacy throughout the Corporate Plan to achieve Council's mission, to "provide cost-effective services, foster collaborative partnerships and maintain accountable governance to promote the prosperity and liveability of the Shire.

**RISK IMPLICATIONS**

Nil

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

It is a requirement of the *Local Government Act 2009* and *Local Government Regulation 2012* that each local government prepare a 5-year Corporate Plan.

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

Nil

***Operating***

Nil

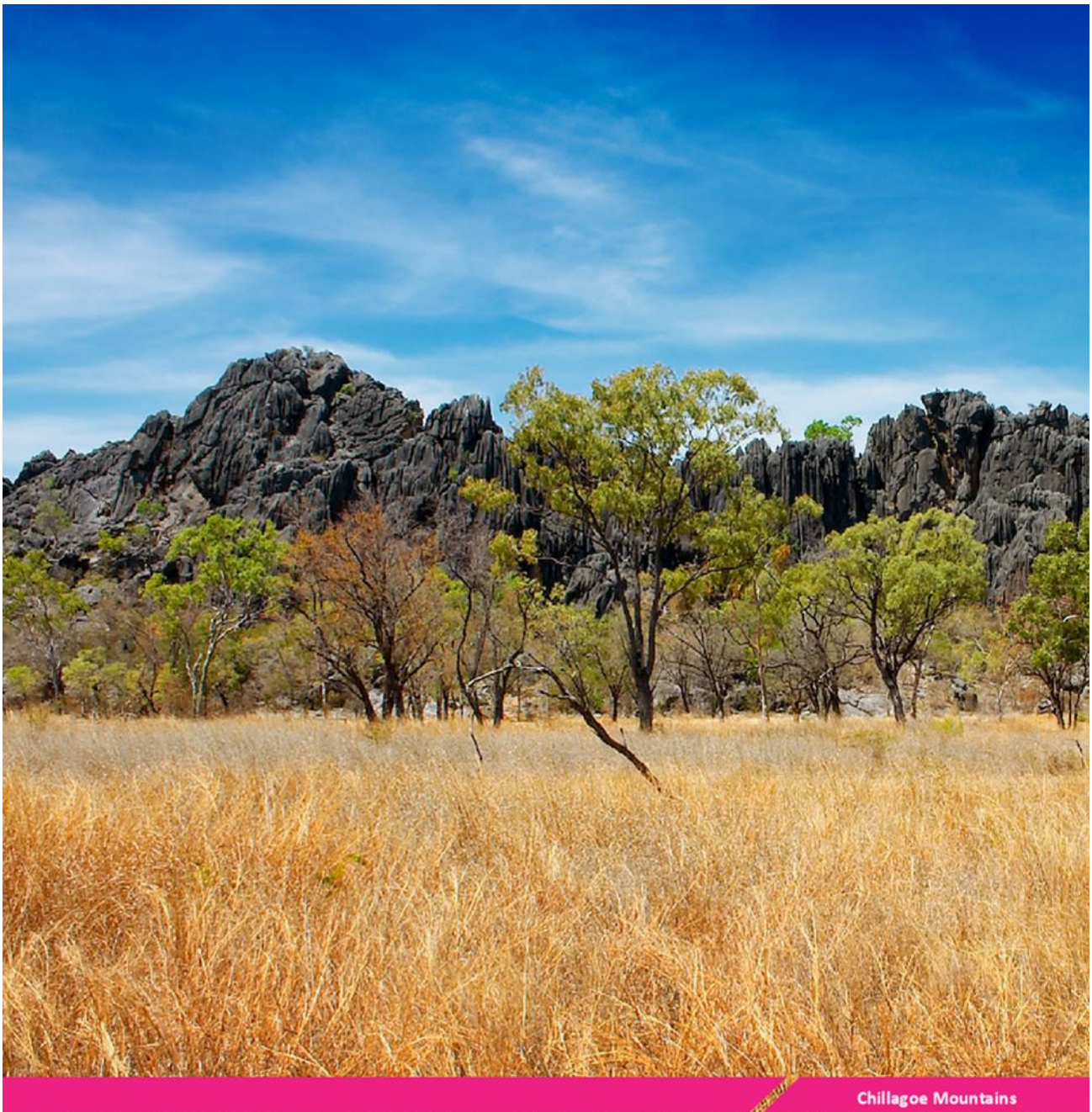
**LINK TO CORPORATE PLAN**

The adoption of the 2021 - 2025 Corporate Plan will allow future reports to Council to be linked to the strategies contained within the Plan.

**IMPLEMENTATION/COMMUNICATION**

Once adopted, the Corporate Plan will be placed on the Council's website for public access and the Corporate Plan Community Snapshot via media release.





# CORPORATE PLAN

## 2021 - 2025





# About the Corporate Plan

## Legislative Requirements

It is a mandatory requirement of *section 165 of the Local Government Regulation 2012* for a Council to prepare and adopt a Corporate Plan.

The Corporate Plan shall be for a period of five (5) years and will remain in force for the specified period of the plan or until the earlier adoption of a new plan.

The local government must ensure each corporate plan is prepared and adopted in enough time, before the start of the first financial year covered by the plan, to allow preparation and adoption of a budget for the financial year consistent with the plan.

By Council resolution, the corporate plan may be revised or amended at any time provided the changes comply with the Local Government Finance Standards.

## Performance Indicators

The Plan sets the strategic direction of the Local Government and states the performance indicators for measuring the local government's progress in achieving its vision for the future of the local government area.

The Corporate Plan is supported by Council's Annual Operational Plan which details the activities and projects planned to achieve our goals. The annual budget provides the funding and resources to meet the objectives of the operational plan.

An assessment of Council's performance in implementing its Corporate and Operational Plans will be monitored with quarterly Operational Plan Reviews and are reported in Council's Annual Report. Both the Annual Report and quarterly reviews will be publicly accessible and available.



Mayor Angela Toppin



Deputy Mayor  
Kevin Davies



Cr Lenore Wyatt



Cr Danny Bird



Cr Locky Bensted



Cr Mario Mlikota



Cr Mary Graham



## Vision

**A growing, confident and sustainable Shire**

## Mission

**Provide cost-effective services, foster collaborative partnerships and maintain accountable governance to promote the prosperity and liveability of the Shire.**

## Values

### **S Sustainable**

We operate in an efficient and effective businesslike manner to ensure long-term sustainability by optimising customer service levels whilst managing community expectations.

### **U United Team**

Our people work respectfully and collaboratively to achieve Council's goals with every decision being made based on what is best for the whole organisation.

### **C Customer Focused**

The community are our customers and we are here to serve our community in everything we do.

### **C Community Partnerships**

We build partnerships with the community to deliver better outcomes.

### **E Ethical Conduct**

We operate fairly, with integrity and open, honest, transparent and accountable behaviour and consistent decision-making.

### **S Striving to be better**

We strive to improve Council's service and enthusiastically pursue innovative ways of providing services simply and effectively.

### **S Skilled Workforce**

We ensure our workforce is equipped with the skills and knowledge needed for today and into the future.

# Strategic Priorities



## Financial Sustainability

A council that continuously operates in a cost-effective manner while managing council's assets and reserves to ensure a sustainable future.



## Community

An informed and engaged community which supports and encourages effective partnerships to enhance the liveability of the shire.



## 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 while delivering affordable levels of identified services within the Shire.



# Goals and Strategies



## Financial Sustainability

A council that continuously operates in a cost-effective manner while managing council's assets and reserves to ensure a sustainable future.

**FIN1**

### Long-Term Financial Plan that supports effective and sustainable financial management

- Maintain and enhance long-term financial plans
- All decisions should support Council's strategic direction of financial sustainability

**FIN2**

### Effective and sustainable financial management

- Optimise Council's revenue, based on realistic and equitable policies and practices, and consider opportunities for non-rate revenue sources
- Commitment to continuous improvement in all operations to ensure financial sustainability

**FIN3**

### Effective business management

- Further develop and implement business practices including information and technology solutions, that meet corporate and customer needs

**FIN4**

### A skilled and sustainable workforce

- Continue to promote a 'safety first' environment
- Enhance an organisational culture which reflects shared vision and values
- Continue to provide appropriate development opportunities and ensure transmission of corporate knowledge between staff
- Continue to build effective leadership and management capability





## Community

An informed and engaged community which supports and encourages effective partnerships to enhance the liveability of the shire.

### COM1

#### An engaged community

- Continue to assist the community to build its capacity to develop the area of arts, culture and heritage to enrich lifestyles and encourage economic development
- Encourage and support community organisations to enhance their sustainability
- Support key community events
- Inform and engage with the community regarding Councils operations

### COM2

#### An active, safe and healthy community

- Ongoing strategic planning for recreation opportunities in consultation with key stakeholders
- Advocate and promote community initiatives that support an active and healthy lifestyle
- Advocate and promote community safety and other community services

### COM3

#### A community being prepared and resilient to emergencies and disasters

- Ensure the Local Disaster Management Plan enables Council and the community to be prepared for, mitigate, respond to, and recover from disasters
- Support the Local Disaster Management Group to ensure effective decision-making during disaster events
- Partner with community stakeholders to build community resilience for emergencies and disasters



Mareeba Multicultural Festival



RADF Mural, Firth Park Mareeba





## 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.

### TCI1

#### Sustainable Infrastructure for the future

- Implement, maintain and enhance Asset Management Plans
- Operate, maintain, upgrade, renew and review existing Council infrastructure in accordance with Long Term Asset Management Plan
- Maintain Council infrastructure that not only sustains industry and development, but also supports future growth of the region
- Where possible develop infrastructure to mitigate against future severe weather events
- Support and improve Council's business performance using appropriate information and communication technologies

### TCI2

#### Safe and effective transport network

- Deliver safe and effective transport networks
- Maintain and develop close and productive working relationships with relevant stakeholders
- Advocate for improved and enhanced connectivity through the State and Federal governments

### TCI3

#### Securing and managing water resources

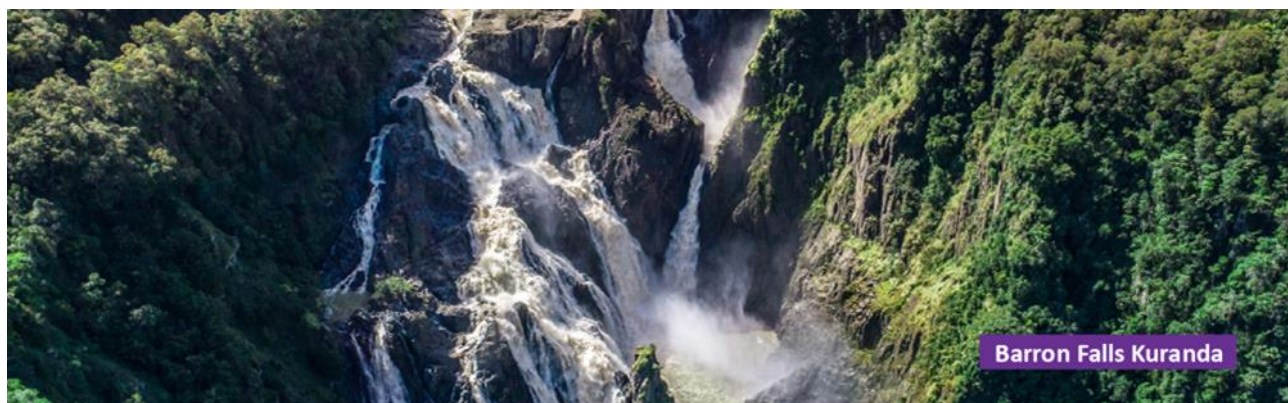
- Promote and advocate for a secure water supply to meet future needs
- Maintain safe and reliable drinking water supply

### TCI4

#### Public spaces and facilities

- Encourage partnerships with community, private sector and government to better utilise Council facilities and spaces
- Provide strategically located open spaces, parks and other facilities, to encourage active communities and support quality of life
- Support sporting organisations in providing opportunities for physical activity
- Continue to enhance the visual appeal to improve liveability and amenity of the Shire





## 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.

### EAE1

#### Environmentally responsible and efficient waste and wastewater management

- Provide cost-effective waste services to the community through appropriate infrastructure, promoting waste minimisation, collaborative partnerships and advocating for circular economy opportunities
- Maintain, in a sustainable manner, Council's wastewater infrastructure to minimise environmental impact

### EAE2

#### A Sustainable Planning Scheme

- Maintain a scheme that sustains good agricultural land as well as encouraging industry and population growth while protecting the natural environment and liveability of the region

### EAE3

#### Support and encourage sustainable industrial and commercial growth and development

- Promote and expand opportunities for businesses to grow and/or establish themselves within the Shire
- Partner with stakeholders to encourage and support a strong and sustainable regional economy
- Highlight the positive attributes and benefits of Mareeba Shire to attract and retain families

### EAE4

#### The region's environmental assets are best managed while promoting economic wellbeing

- Consider the natural environment in Council decision making
- Promote water quality of our region's waterways limiting impact on the Great Barrier Reef and Gulf of Carpentaria
- A coordinated approach to fire management and the management and control of pests, weeds and feral animals and other biosecurity threats





## Governance

Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.

### GOV1

#### Ethical, accountable, transparent and affordable decision making

- A governance framework that delivers sound organisational management
- Complete adherence to the Local Government principles, Act and Regulations
- Ensure all services are affordable to the community

### GOV2

#### Strong focus on compliance and enterprise risk

- Promote compliance within Council and the community
- Enterprise risk management process is commonly understood across the organisation to manage risk identification
- Cost effectively control identified risks
- Ensure systems and practices cover the full range of Council's activities and are compliant with statutory requirements

### GOV3

#### Effective advocacy and strategic partnerships

- Maintain and develop our close and productive working relationships with relevant stakeholders, including the State and Federal governments
- Advocate Council's strategic and operational position on key issues affecting the community to other government sectors





## **11 CONFIDENTIAL REPORTS**

### **RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012:

#### **11.1 Sale of Land Due to Rates and Charges in Arrears**

This matter is considered to be confidential under Section 275 - h of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.





**12 BUSINESS WITHOUT NOTICE**

**13 NEXT MEETING OF COUNCIL**



## **14 FOR INFORMATION**

<b>14.1 SUMMARY OF NEW PLANNING APPLICATIONS &amp; DELEGATED DECISIONS FOR THE MONTH OF NOVEMBER 2020</b>
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**Date Prepared:** 1 December 2020

**Author:** Senior Planner

**Attachments:** Nil

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Please see below information.

**Summary of new Planning Development Applications and Delegated Decisions for November 2020**

New Development Applications					
Application #	Lodgement Date	Applicant/ Address	Property Description	Application Type	Status
MCU/20/0014	04/11/2020	S & N Cockrem C/- Planz Town Planning 9 Wallace Drive, Mareeba	Lot 30 on NR804457	MCU Indoor Sport and Recreation (Gymnasium)	Decision Notice issued 16/11/2020
MCU/20/0015	11/11/2020	S & C Scurr 225 Rains Road, Mareeba	Lot 114 on DA408	MCU Caretaker's Accommodation	Decision Notice issued 19/11/2020
MCU/20/0016	17/11/2020	P, R & R Cater C/- U&I Town Plan 94 Walsh Street, Mareeba	Lot 42 on M3565	MCU Multiple Dwelling (4 x 2 bedroom units)	Decision Notice issued 19/11/2020
OPW/20/0005	26/11/2020	Garth Owen & Catherine Retter C/- KFB Engineers 19 Kullaroo Close, Kuranda	Lot 2 on RP734383	Operational Works for RAL/19/0016	In confirmation stage

Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
MCU/20/0014	04/11/2020	S & N Cockrem C/- Planz Town Planning	9 Wallace Drive, Mareeba	Lot 30 on NR804457	MCU Indoor Sport and Recreation (Gymnasium)
MCU/20/0015	11/11/2020	S & C Scurr	225 Rains Road, Mareeba	Lot 114 on DA408	MCU Caretaker's Accommodation
MCU/20/0016	17/11/2020	P, R & R Cater C/- U&I Town Plan	94 Walsh Street, Mareeba	Lot 42 on M3565	MCU Multiple Dwelling (4 x 2 bedroom units)

November 2020 (Regional Land Use Planning)

RAL/20/0017	02/11/2020	M Thiel	13 Platypus Close & 55 Masons Road, Kuranda	Lot 4 on RP892287 Lot 15 on RP846877	ROL Boundary Realignment
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**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
DA/14/0013	18/11/2020	Z Glen	13 Fairyland Road, Kuranda	Lot 5 on RP725499	ROL Subdivision (1 into 2 Lots)
OPW/18/0005	18/11/2020	Jim Papas Civil Engineering Designer Pty Ltd	Antonia Drive and Sebastiano Court, Mareeba	Lot 300 on SP311032 (Formerly Lot 301 on SP280080)	Operational Works for Roadworks, Stormwater, Water Infrastructure, Drainage, Earthworks & Sewerage Infrastructure - Stage 2B Only

**Referral Agency Response Decision Notices issued under Delegated Authority**

Application #	Date of Decision	Applicant	Address	Property Description	Application Type
CAR/20/0015	19/11/2020	B Langley C/- Northern Building Approvals	3 Raintree Close, Mareeba	Lot 9 on RP743360	Referral agency response for building work assessable against the Mareeba Shire Council Planning Scheme 2016 (Class 10a GFA Dispensation)

**Extensions to Relevant Period issued**

Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

November 2020 (Regional Land Use Planning)

Survey Plans endorsed					
Application #	Date	Applicant	Address	Property Description	No of Lots
RAL/20/0004	30/11/2020	T Sammut	5985 Kennedy Highway & 6 Henry Hannam Drive, Mareeba	LOTS 22 & 254 ON SP323225 (CANCELLING LOT 2 ON RP737779 & LOT 254 ON NR6764)	Boundary Realignment
RAL/18/0029	26/11/2020	A & A Salinovic	72-76 Masons Road, Kuranda	LOTS 1-5, 100 AND EMT A IN LOT 1, EMT C IN LOT 2 & EMT D IN LOT 3 ON SP319398 (CANCELLING LOT 100 ON SP202702)	5 new lots + balance lot
RAL/20/0010	24/11/2020	M & D Gostelow	114 Mines Road, Mareeba	LOTS 21 & 22 ON SP323208 (CANCELLING LOT 2 ON RP736579)	1 new lot
RAL/18/0034	16/11/2020	L & G Carr	3 Coolsprings Close, Kuranda	LOTS 71 & 72 ON SP315699 (CANCELLING LOT 7 ON RP733904)	1 new lot
RAL/17/0006	11/11/2020	N & N Morris	215 Malone Road, Mareeba	LOTS 8 & 9 ON SP297293 AND EASEMENT A IN LOT 8 (CANCELLING LOT 3 ON RP733075)	1 new lot
DA/17/0031	24/11/2020	Byamho Farming Pty Ltd	Bilwon Road, Bibbohra	LOT 230 & 231 ON SP315730 (CANCELLING LOT 231 ON SP268678)	1 New lot
REC/07/0052	20/11/2020	Hockey Machinery Sales Pty Ltd	Summer Street, Mareeba	LOT 54 & 99 ON SP320945 (CANCELLING LOT 99 ON SP320941)	1 New lot

November 2020 (Regional Land Use Planning)