



AGENDA

Wednesday, 18 August 2021

Ordinary Council Meeting

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

Date: Wednesday, 18 August 2021

Time: 9.00am

Location: Council Chambers

**Peter Franks
Chief Executive Officer**

Order Of Business

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2021..... 197

- 1 MEMBERS IN ATTENDANCE**
- 2 APOLOGIES/LEAVE OF ABSENCE/ABSENCE ON COUNCIL BUSINESS**
- 3 BEREAVEMENTS/CONDOLENCES**
- 4 DECLARATION OF CONFLICTS OF INTEREST**
- 5 CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 21 July 2021
Special Council Meeting - 6 August 2021
- 6 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING**
- 7 DEPUTATIONS AND DELEGATIONS**

8 CORPORATE AND COMMUNITY SERVICES

8.1 APPLICATION FOR CONVERSION TO FREEHOLD OF PASTORAL HOLDINGS 9/2323 AND 9/4808, BEING LOTS 1 AND 2 ON SP299961 - BULIMBA STATION

Date Prepared: 4 August 2021

Author: Senior Planner

Attachments: 1. DOR letter dated 22 July 2021 [↓](#)
2. Bulimba Road - Gravel Pits & Waterpoints [↓](#)

EXECUTIVE SUMMARY

The Department of Resources (DOR) is considering an application for the conversion to freehold of Pastoral Holding 9/2323 described as Lot 1 on SP299961 and Pastoral Holding 9/4808 described as Lot 2 on SP299961, being Bulimba Station, locality of Lyndside.

Both pastoral holdings are rolling term leases issued for the purposes of pastoral and low key tourism.

DOR seeks Council's views on the conversion to freehold and also, whether part of the lease land has a more appropriate use from a land planning perspective.

RECOMMENDATION

That Council advise the Department of Resources that Council has no objection to conversion to freehold of Pastoral Holding 9/2323 described as Lot 1 on SP299961 and Pastoral Holding 9/4808 described as Lot 2 on SP299961, being Bulimba Station, subject to Council being permitted to continue to access and use the gravel pits and waterpoints identified in Attachment 2 of this report.

BACKGROUND

The Department of Resources is considering an application for the conversion to freehold of Pastoral Holding 9/2323 described as Lot 1 on SP299961 and Pastoral Holding 9/4808 described as Lot 2 on SP299961, being Bulimba Station, locality of Lyndside.

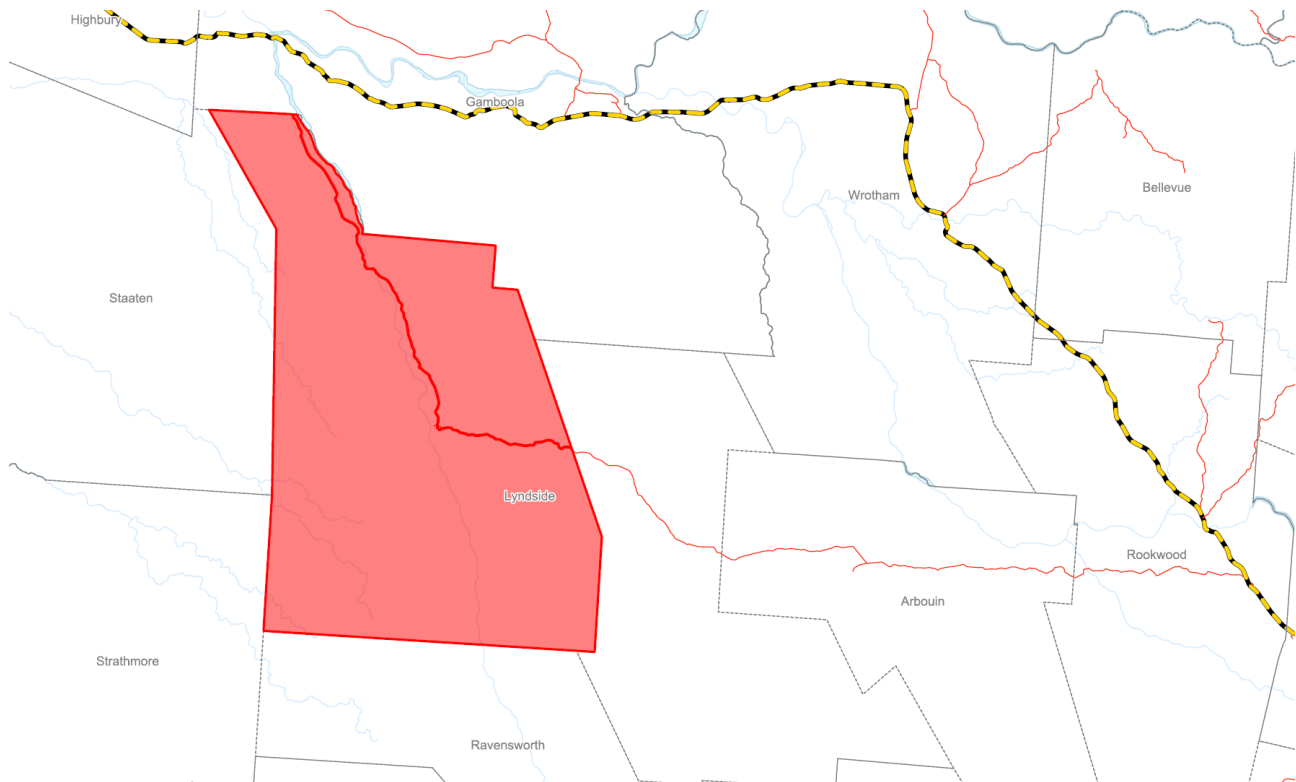
Pastoral Holding 9/2323 (Lot 1 on SP299961) has an area of 172,000 hectares and is a rolling term lease (pastoral and low key tourism purposes) currently extended until 29 September 2048.

Pastoral Holding 9/4808 (Lot 2 on SP299961) has an area of 123,000 hectares and is a rolling term lease (pastoral and low key tourism purposes) currently extended until 31 December 2051.

Both lots are contiguous and together form Bulimba Station.

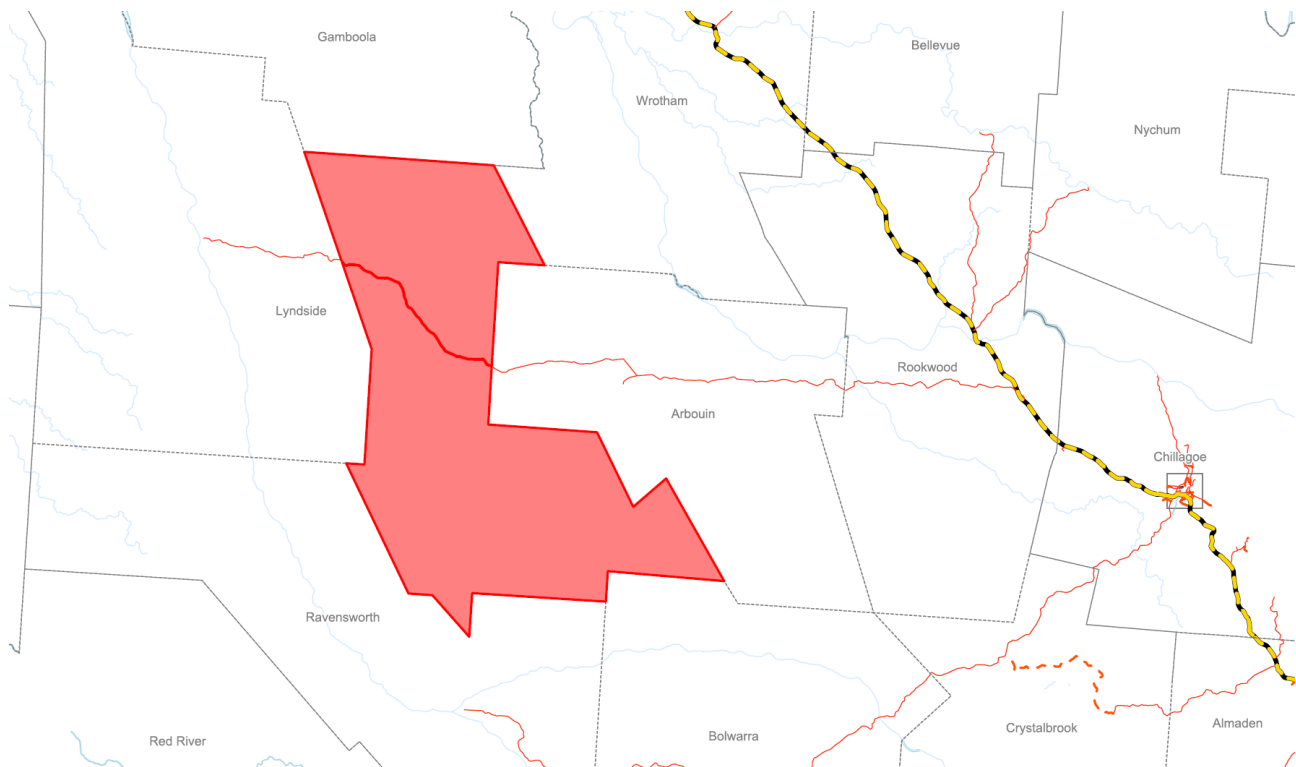
DOR seeks Council's views on the conversion to freehold and also, whether part of the lease land has a more appropriate use from a land planning perspective.

Council has multiple gravel pits and waterpoints along Bulimba Road which are essential to the ongoing maintenance of the western road network. The relevant gravel pits and water points are documented in **Attachment 2** of this report.



Lot 1 on SP299961 - 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



Lot 2 on SP299961 - Map Disclaimer:

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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 is lawfully used for the purposes of Bulimba Station.

There is no objection to the conversion to freehold, subject to Council being permitted to continue to access to the multiple gravel pits and waterpoints adjacent to Bulimba Road.

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 Resources will be informed of Council's decision by letter.

From: "Lodge Karen via eLVAS System - (Production)" <LODGEK@DNRM.QLD.GOV.AU>
Sent: Thu, 22 Jul 2021 11:06:17 +1000
To: "Info (Shared)" <info@msc.qld.gov.au>
Cc: "LODGEK@DNRM.QLD.GOV.AU" <LODGEK@DNRM.QLD.GOV.AU>
Subject: Application for conversion of Pastoral Holdings 9/2323 and 9/4808 - Bulimba Station
Attachments: Views request - MSC.pdf, Current Title Search L1 SP299961 PH2323.pdf, Current Title Search L2 SP299961 PH4808.pdf, Smartmap (coloured) L1 & L2 SP299961.pdf

Official correspondence from Department of Resources
Case Id: 2021/002108

Dear Sir/Madam,

Please refer to attached correspondence and documents request your views on the application for conversion of Pastoral Holding 9/2323 described as Lot 1 on SP299961 and Pastoral Holding 9/4808 described as Lot 2 on SP299961, in the locality of Lyndside.

If you have any questions, please contact me on my details mentioned below and quote reference number 2021/002108 and 2021/002109.

Regards,

Karen Lodge
Land Officer, State Land Administration
Land Administration and Acquisitions | Land and Native Title Operations Department of Resources
P: 07 4016 1905
E: Townsville.SLAMS@resources.qld.gov.au
A: Canegrowers Building, 88 Rankin Street, Innisfail Qld 4860 | PO Box 5318, Townsville Qld 4810
W: www.resources.qld.gov.au

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File / Ref number 2021/002108, 2021/002109

22 July 2021

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



Department of Resources

sent via email: info@msc.qld.gov.au

Dear Sir/Madam

**Application for conversion - Bulimba Station
Pastoral Holding 9/2323 described as Lot 1 on SP299961; and
Pastoral Holding 9/4808 described as Lot 2 on SP299961**

The Department has received the above applications to convert the abovementioned Pastoral Holdings to freehold. Both Pastoral Holdings are rolling term leases issued for pastoral and low key tourism purposes.

The enclosed Smartmap shows the subject land and the surrounding locality.

The application for conversion will be assessed in terms of Section 167 (1) of the *Land Act 1994* (copy attached), after considering the views of all interested parties and an inspection of the land. Particular mention of section 167(1)(h) "*whether part of the lease land has a more appropriate use from a land planning perspective*", and seek your comments and/or requirements, if any.

Objections to the conversion application, and any views or requirements that may affect the future use of the land should be received by close of business on 3 September 2021. If you offer an objection to the proposal, 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 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.

If you wish to discuss this matter please contact Karen Lodge, Land Officer on 40161 905.

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@resources.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 2021/002108 and 2021/002109 in any future correspondence.

Yours sincerely

A handwritten signature in black ink, appearing to read "K Lodge".

Karen Lodge
Land Officer
Land Administration and Acquisitions

Attached: section 167 provisions of the Land Act 1994

Postal :
Department of Resources
PO Box 5318
Townsville Qld 4810

Telephone : (07) 4016 1905
Email : Townsville.SLAMS@resources.qld.gov.au

167 Provisions for deciding application

- (1) The chief executive must consider the following in deciding whether or not to offer to convert a lease, the conditions on which the offer is made and, if the offer is for a lease, its imposed conditions—
- (a) whether part of the lease land needs to be set apart and declared as State forest under the *Forestry Act 1959*;
 - (b) whether part of the lease land is better suited for long-term forest management for the production of indigenous timbers of commercial value than for all other forms of primary production;
 - (c) whether the public interest could be adversely affected, other than about an issue mentioned in paragraph (a) or (b), if the lease were converted;
 - (d) whether part of the lease land is needed for environmental or nature conservation purposes;
 - (e) the condition of the lease land;
 - (f) the extent to which the lease land suffers from, or is at risk of, land degradation;
 - (g) whether the lessee has complied with, or to what extent the lessee has complied with, the conditions of the lease and with any land management agreement for the lease;
 - (h) whether part of the lease land has a more appropriate use from a land planning perspective;

Current as at 18 June 2021

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Authorised by the Parliamentary Counsel

Land Act 1994
Chapter 4 Land holdings

[s 167]

- (i) whether part of the lease land is on an island or its location, topography, geology, accessibility, heritage importance, aesthetic appeal or like issues make it special;
- (j) whether part of the lease land is needed for a public purpose;
- (k) the most appropriate form of tenure for the lease land;
- (l) the lessee's record of compliance with this Act;
- (m) the natural environmental values of the lease land.



Current State Tenure Search

Queensland Titles Registry Pty Ltd
ABN 23 648 568 101

Title Reference:	17669124	Search Date:	22/07/2021 10:48
Date State Tenure Created:	21/10/1995	Request No:	37954137
Creating Dealing:			

DESCRIPTION OF LAND

Tenure Reference: PH 9/2323
 Lease Type: ROLLING TERM LEASE
 LOT 1 SURVEY PLAN 299961
 Local Government: MAREEBA
 Area: 172000.000000 Ha. (ABOUT)
 No Land Description
 No Forestry Entitlement Area
 Purpose for which granted:
 NO PURPOSE DEFINED

REGISTERED LESSEE

Dealing No: 719441408 04/06/2019
 UWOYKAND CORPORATION PTY LTD A.C.N. 629 167 737 TRUSTEE
 UNDER INSTRUMENT 719441408

TERM OF LEASE

Term and day of beginning of lease
 Term: 30 years commencing on 01/10/1961
 Expiring on 30/09/1991
 Extended to 29/09/2048

CONDITIONS

A126 SPECIFIED CONDITIONS FOR: Term Lease
 PURPOSE: Rolling term lease - Pastoral-Low Key Tourism

 STATUTORY CONDITIONS:

 Statutory conditions are the general mandatory conditions of a lease and binds the lessee in accordance with Part 2 Division 1 of the Land Act.
 1. Permitted Use: The lessee must use the land only for the purpose for which the tenure was issued under the Land Act 1994.
 2. Duty of Care: The lessee has the responsibility for a duty of care, for the land under the Land Act 1994.
 3. Rent/Instalment: The lessee must pay the annual rent/instalment in accordance with the Land Act 1994 and the Land Regulation 2009.
 For further information on how annual rent is determined, refer to the department's website at www.dnrm.qld.gov.au.
 4. Noxious plants: The lessee must keep noxious plants on the land under control. If the lessee does not comply with this condition, the Minister may bring the noxious plants under control, the cost of which will be recovered from the lessee.
 5. Information to Minister: The lessee must give the Minister administering the Land Act 1994, information the Minister asks

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Current State Tenure Search

Queensland Titles Registry Pty Ltd
ABN 23 648 568 101

Title Reference: 17669124

CONDITIONS (Continued)

for about the tenure.

6. Monies for Improvements: No money for improvements is payable by the State on the forfeiture, surrender or expiry of this lease but money may be payable if the State receives payment from an incoming lessee or buyer for the improvements on the land. However, the previous lessee may apply to the Minister to remove the improvements that belong to the lessee, within a period of 3 months from the date of the forfeiture, surrender, or expiry of this lease. The lessee may only undertake the removal of the improvements in the presence of an authorised representative of the department, if required by the Minister. The lessee may only remove those improvements if all monies due from the lessee to the department under this lease have been paid.

REGULATORY-CONDITIONS:-----

A regulatory condition relates to a lease, in accordance with the Land Regulation.

1. Indemnity: The lessee indemnifies and agrees to keep indemnified the Minister, and the State of Queensland and its Representatives, (the "Indemnified parties") against all liability, costs, loss and expenses including claims in negligence (including any claims, proceedings or demands brought by any third party, and any legal fees, costs and disbursements on a solicitor and client basis) ("Claim") arising from or incurred in connection with:
- a. the granting of this lease to the lessee;
 - b. the lessee's use and occupation of the land; or
 - c. personal injury (including sickness and death) or property damage or loss in connection with the performance (or attempted purported performance or non-performance) of the lease or a breach of the lease by the lessee.

The lessee hereby releases and discharges to the full extent permitted by law, the Indemnified parties from all actions, claims, proceedings or demands and in respect of any loss, death, injury, illness or damage (whether personal or property and whether special, direct, indirect or consequential financial loss) arising out of the use and occupation of the lease. To the full extent permitted by law, the Minister, the State of Queensland and their Representatives will not be liable to the lessee for any special, indirect or consequential damages, including consequential financial loss arising out of the use and occupation of the lease.

2. Public Liability: The lessee must effect a public liability insurance policy with an insurer authorised under the Insurance Act 1973 (Commonwealth) or, if not so authorised then only with the Minister's approval, which can be given or withheld in the Minister's sole discretion, naming the lessee as the insured covering legal liability for any loss of, or damage to any property and for the injury (including death) to any person arising out of anything done or omitted on or about the land or any improvements thereon and against all claims, demands, proceedings, costs, charges, and expenses whatsoever (including claims in negligence) Such policy must:
- a. be for an amount of not less than \$20 million and have no per event sublimit or such higher amounts as the Minister may reasonably require.
 - b. be effected on a "claims occurring" basis; and
 - c. be maintained at all times during the currency of the lease, and upon receipt of any notice of cancellation, the lessee must immediately effect another public insurance

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ABN 23 648 568 101

Current State Tenure Search

Title Reference: 17669124

CONDITIONS (Continued)

- policy in accordance with the terms of the lease .
- The lessee must, as soon as practicable, inform the Minister, in writing, of the occurrence of any event that the lessee considers is likely to give rise to a claim under the policy of insurance effected and must ensure that the Minister is kept fully informed of subsequent actions and developments concerning the claim.
- The lessee must renew such policy, at the lessee's expense, each year during the currency of this lease.
- The condition will be satisfied if the lessee is the State of Queensland or a statutory authority eligible for cover under the Queensland Government Insurance Fund and is insured and continues to be insured by the Queensland Government Insurance Fund.
- This condition will be satisfied if the lessee is the Commonwealth of Australia or a statutory authority eligible for cover under the Comcover Insurance Fund and is insured and continues to be insured by Comcover.
3. Access: The provision of access, further access or services to the land will not be the responsibility of the State.
 4. Survey Costs: If the land needs to be surveyed or re-surveyed the lessee must do this at their own cost under the Survey and Mapping Infrastructure Act 2003. This survey plan must be lodged in the land registry within the specified time.
 5. Extension: The lease is subject to the extensions of rolling term leases provision of the Land Act 1994 and the Minister must grant an extension of the term of a rolling term lease if the lessee makes an application in the approved form. The extension will be for the original term of the lease and may be given subject to condition changes.
 6. Jurisdiction: The lessee is subject to the Land Act 1994 and all other relevant Queensland and Commonwealth legislation.
 7. Compliance with laws - the lessee must comply with all lawful requirements of the -
 - a. Local Government; and
 - b. any department within the Queensland or Commonwealth governments (including the department administering the Land Act 1994), local authority or statutory instrumentality having jurisdiction over the land, or the development, use and occupation of the land, in regard to its use, occupation and development of the land.

SPECIAL-CONDITIONS:

These conditions relate to this lease.

Improvements or development on or to the land

1. The lessee must, during the whole term of the lease, to the satisfaction of the relevant authorities, maintain all improvements on the land in a good and substantial state of repair.

Quarry material

1. The lessee must allow any person authorised under the Forestry Act 1959 access to the leased land for the purpose of cutting and removing timber or removing other forest products, or quarry material, or other material from the leased land.
- Except as hereinafter provided the lessee must not interfere with any forest products or remove any quarry material (including any stone, gravel, sand, earth, soil, rock, guano or clay which is not a mineral within the meaning of the Mineral Resources Act 1989) or other material upon the leased land without the permission of the Minister administering the Land Act 1994 except under the authority of and in compliance in every respect with the requirements or a permit, licence, agreement or contract

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Current State Tenure Search

Queensland Titles Registry Pty Ltd
ABN 23 648 568 101

Title Reference: 17669124

CONDITIONS (Continued)

granted or made under the Forestry Act 1959.

ENCUMBRANCES AND INTERESTS

1. Rights and interests reserved to the Crown by
Lease No. 17669124
2. SUB LEASE No 710326051 09/02/2007 at 11:57
INDIGENOUS LAND CORPORATION A.B.N. 59 912 679 254
WHOLE OF THE LAND
TERM: 5/01/2007 TO 29/09/2014 OPTION N/A
3. AMENDMENT OF LEASE CONDITIONS No 718700400 19/04/2018 at 05:00
THE CONDITIONS OF THE WITHIN TENURE ARE HEREBY AMENDED.

ADMINISTRATIVE ADVICES

Dealing	Type	Lodgement Date	Status
711745967	VEG NOTICE VEGETATION MANAGEMENT ACT 1999	24/06/2008 16:11	CURRENT
719767646	EXEMPT CONS SEC 322AA LAND ACT 1994	02/12/2019 08:28	CURRENT

UNREGISTERED DEALINGS

NIL

Caution - Charges do not necessarily appear in order of priority

** End of Current State Tenure Search **

Information provided under section 34 Land Title Act (1994) or section 281 Land Act (1994)



Current State Tenure Search

Queensland Titles Registry Pty Ltd
ABN 23 648 568 101

Title Reference:	17664155	Search Date:	22/07/2021 10:48
Date State Tenure Created:	21/10/1995	Request No:	37954137
Creating Dealing:			

DESCRIPTION OF LAND

Tenure Reference: PH 9/4808
 Lease Type: ROLLING TERM LEASE
 LOT 2 SURVEY PLAN 299961
 Local Government: MAREEBA
 Area: 123000.000000 Ha. (ABOUT)
 No Land Description
 No Forestry Entitlement Area
 Purpose for which granted:
 NO PURPOSE DEFINED

REGISTERED LESSEE

Dealing No: 719441408 04/06/2019
 UWOYKAND CORPORATION PTY LTD A.C.N. 629 167 737 TRUSTEE
 UNDER INSTRUMENT 719441408

TERM OF LEASE

Term and day of beginning of lease
 Term: 30 years commencing on 01/01/1972
 Expiring on 31/12/2001
 Extended to 31/12/2051

CONDITIONS

A126 SPECIFIED CONDITIONS FOR: Term Lease
 PURPOSE: Rolling term lease - Pastoral-Low Key Tourism

 STATUTORY CONDITIONS:

 Statutory conditions are the general mandatory conditions of a lease and binds the lessee in accordance with Part 2 Division 1 of the Land Act.
 1. Permitted Use: The lessee must use the land only for the purpose for which the tenure was issued under the Land Act 1994.
 2. Duty of Care: The lessee has the responsibility for a duty of care, for the land under the Land Act 1994.
 3. Rent/Instalment: The lessee must pay the annual rent/instalment in accordance with the Land Act 1994 and the Land Regulation 2009.
 For further information on how annual rent is determined, refer to the department's website at www.dnrm.qld.gov.au.
 4. Noxious plants: The lessee must keep noxious plants on the land under control. If the lessee does not comply with this condition, the Minister may bring the noxious plants under control, the cost of which will be recovered from the lessee.
 5. Information to Minister: The lessee must give the Minister administering the Land Act 1994, information the Minister asks

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ABN 23 648 568 101

Title Reference: 17664155

CONDITIONS (Continued)

for about the tenure.

6. Monies for Improvements: No money for improvements is payable by the State on the forfeiture, surrender or expiry of this lease but money may be payable if the State receives payment from an incoming lessee or buyer for the improvements on the land. However, the previous lessee may apply to the Minister to remove the improvements that belong to the lessee, within a period of 3 months from the date of the forfeiture, surrender, or expiry of this lease. The lessee may only undertake the removal of the improvements in the presence of an authorised representative of the department, if required by the Minister. The lessee may only remove those improvements if all monies due from the lessee to the department under this lease have been paid.

REGULATORY-CONDITIONS:-----

A regulatory condition relates to a lease, in accordance with the Land Regulation.

1. Indemnity: The lessee indemnifies and agrees to keep indemnified the Minister, and the State of Queensland and its Representatives, (the "Indemnified parties") against all liability, costs, loss and expenses including claims in negligence (including any claims, proceedings or demands brought by any third party, and any legal fees, costs and disbursements on a solicitor and client basis) ("Claim") arising from or incurred in connection with:
- a. the granting of this lease to the lessee;
 - b. the lessee's use and occupation of the land; or
 - c. personal injury (including sickness and death) or property damage or loss in connection with the performance (or attempted purported performance or non-performance) of the lease or a breach of the lease by the lessee.

The lessee hereby releases and discharges to the full extent permitted by law, the Indemnified parties from all actions, claims, proceedings or demands and in respect of any loss, death, injury, illness or damage (whether personal or property and whether special, direct, indirect or consequential financial loss) arising out of the use and occupation of the lease. To the full extent permitted by law, the Minister, the State of Queensland and their Representatives will not be liable to the lessee for any special, indirect or consequential damages, including consequential financial loss arising out of the use and occupation of the lease.

2. Public Liability: The lessee must effect a public liability insurance policy with an insurer authorised under the Insurance Act 1973 (Commonwealth) or, if not so authorised then only with the Minister's approval, which can be given or withheld in the Minister's sole discretion, naming the lessee as the insured covering legal liability for any loss of, or damage to any property and for the injury (including death) to any person arising out of anything done or omitted on or about the land or any improvements thereon and against all claims, demands, proceedings, costs, charges, and expenses whatsoever (including claims in negligence) Such policy must:
- a. be for an amount of not less than \$20 million and have no per event sublimit or such higher amounts as the Minister may reasonably require.
 - b. be effected on a "claims occurring" basis; and
 - c. be maintained at all times during the currency of the lease, and upon receipt of any notice of cancellation, the lessee must immediately effect another public insurance

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Current State Tenure Search

Queensland Titles Registry Pty Ltd
ABN 23 648 568 101

Title Reference: 17664155

CONDITIONS (Continued)

- policy in accordance with the terms of the lease .
- The lessee must, as soon as practicable, inform the Minister, in writing, of the occurrence of any event that the lessee considers is likely to give rise to a claim under the policy of insurance effected and must ensure that the Minister is kept fully informed of subsequent actions and developments concerning the claim. The lessee must renew such policy, at the lessee's expense, each year during the currency of this lease.
- The condition will be satisfied if the lessee is the State of Queensland or a statutory authority eligible for cover under the Queensland Government Insurance Fund and is insured and continues to be insured by the Queensland Government Insurance Fund.
- This condition will be satisfied if the lessee is the Commonwealth of Australia or a statutory authority eligible for cover under the Comcover Insurance Fund and is insured and continues to be insured by Comcover.
3. Access: The provision of access, further access or services to the land will not be the responsibility of the State.
 4. Survey Costs: If the land needs to be surveyed or re-surveyed the lessee must do this at their own cost under the Survey and Mapping Infrastructure Act 2003. This survey plan must be lodged in the land registry within the specified time.
 5. Extension: The lease is subject to the extensions of rolling term leases provision of the Land Act 1994 and the Minister must grant an extension of the term of a rolling term lease if the lessee makes an application in the approved form. The extension will be for the original term of the lease and may be given subject to condition changes.
 6. Jurisdiction: The lessee is subject to the Land Act 1994 and all other relevant Queensland and Commonwealth legislation.
 7. Compliance with laws - the lessee must comply with all lawful requirements of the -
 - a. Local Government; and
 - b. any department within the Queensland or Commonwealth governments (including the department administering the Land Act 1994), local authority or statutory instrumentality having jurisdiction over the land, or the development, use and occupation of the land, in regard to its use, occupation and development of the land.

SPECIAL-CONDITIONS:-----

These conditions relate to this lease.

Improvements or development on or to the land

1. The lessee must during the whole term of the lease, to the satisfaction of the relevant authorities, maintain all improvements and boundary fencing on the land in a good and substantial state of repair.
2. The lessee must not under any circumstances from the commencement of the tenure and to the satisfaction of Minister / Chief Executive administering the Land Act 1994 allow the farm tourism activities to involve the observation of activities or cultural works of Aboriginal people or Torres Strait Islanders on the leased land.

Quarry material

1. The lessee must allow any person authorised under the Forestry Act 1959 access to the leased land for the purpose of cutting and removing timber or removing other forest products, or quarry material, or other material from the leased land.
Except as hereinafter provided the lessee must not interfere with any forest products or remove any quarry material (including any

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Queensland Titles Registry Pty Ltd
ABN 23 648 568 101

Current State Tenure Search

Title Reference: 17664155

CONDITIONS (Continued)

stone, gravel, sand, earth, soil, rock, guano or clay which is not a mineral within the meaning of the Mineral Resources Act 1989) or other material upon the leased land without the permission of the Minister administering the Land Act 1994 except under the authority of and in compliance in every respect with the requirements or a permit, licence, agreement or contract granted or made under the Forestry Act 1959.

ENCUMBRANCES AND INTERESTS

1. Rights and interests reserved to the Crown by Lease No. 17664155
2. CHARGE No 708959993 08/09/2005 at 10:49 under SECTION 1037A OF THE LOCAL GOVERNMENT ACT 1993
3. SUB LEASE No 710326071 09/02/2007 at 11:57 INDIGENOUS LAND CORPORATION A.B.N. 59 912 679 254 THE WHOLE OF THE LAND TERM: 5/1/2007 TO 31/12/2021 OPTION N/A
4. AMENDMENT OF LEASE CONDITIONS No 716504208 20/05/2015 at 05:00 THE CONDITIONS OF THE WITHIN TENURE ARE HEREBY AMENDED.

ADMINISTRATIVE ADVICES

Dealing	Type	Lodgement Date	Status
711745960	VEG NOTICE VEGETATION MANAGEMENT ACT 1999	24/06/2008 16:10	CURRENT
719767646	EXEMPT CONS SEC 322AA LAND ACT 1994	02/12/2019 08:28	CURRENT

UNREGISTERED DEALINGS

NIL

Caution - Charges do not necessarily appear in order of priority

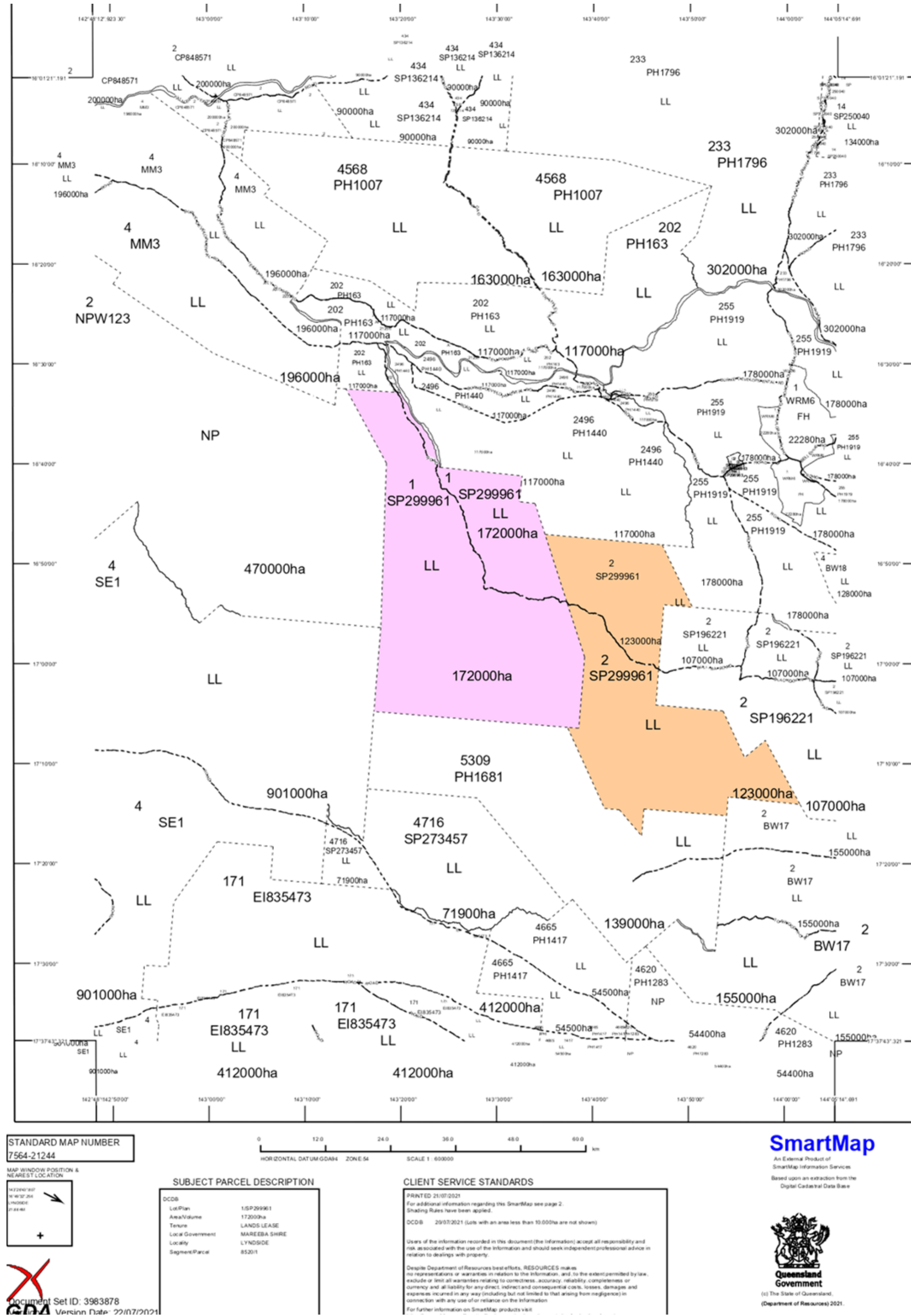
** End of Current State Tenure Search **

Information provided under section 34 Land Title Act (1994) or section 281 Land Act (1994)

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Additional Information Page

Shading Rules

-  Lot Number = 1 and Plan Number = SP299961
-  Lot Number = 2 and Plan Number = SP299961

Bulimba Road - Waterpoints

Road	Waterpoint Number	Chainage (km) From intersection with Blackdown Road	Side	Type of WP
Bulimba	4	19.8	LHS	Lagoon
Bulimba	5	30.5	RHS	Lagoon
Bulimba	6	33	RHS	Dam
Bulimba	7	36	LHS	Lagoon
Bulimba	8	45.7	RHS	Dam
Bulimba	9	52.4	RHS	Lagoon
Bulimba	10	56.7	LHS	Dam

Bulimba Road - Gravel Pits

Road	Gravel Pit Number	Chainage (km) From intersection with Blackdown Road	Side	Est Qty Tn
Bulimba	1	22.5	RHS	2000
Bulimba	2	32.4	LHS	2000
Bulimba	3	51.39	LHS	2500

8.2 FINANCIAL STATEMENTS PERIOD ENDING 31 JULY 2021**Date Prepared:** 3 August 2021**Author:** Manager Finance**Attachments:** 1. Budgeted Income Statement for July 2021 [↓](#)**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with an overview of financial matters for the period 1 July 2021 to 31 July 2021.

RECOMMENDATION

That Council receives the Financial Report for the period ending 31 July 2021.

BACKGROUND

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

It should be noted that whilst financial year end processes are still in progress, this will impact the July figures as reported below.

The 2020/21 Financial Statements will be presented to the Audit Committee and Queensland Audit Office for the annual audit in August 2021.

For the month ending 31 July 2021, the actual results are in line with the year to date budget.

The budgeted figures reflect the 2021/22 Budget as adopted by Council at the 16 June 2021 meeting. There are no issues or concerns to discuss or highlight at this stage.

July 2021 - Snapshot

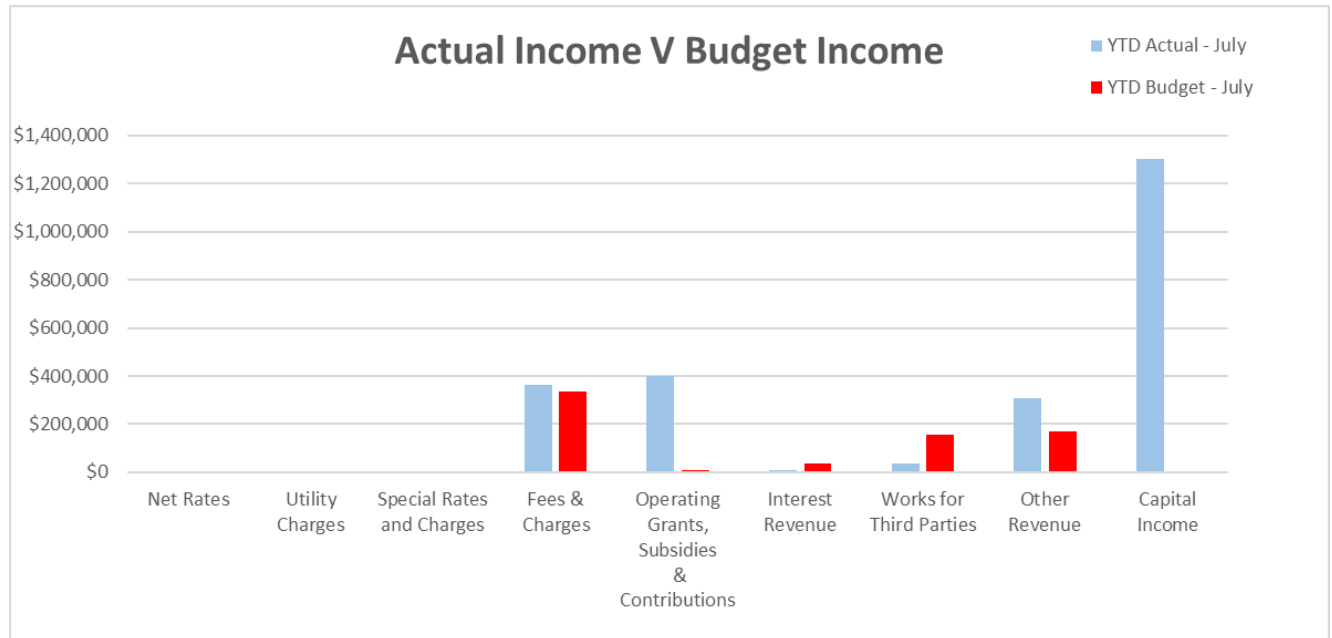
Total Operating Income	\$	1,116,073
Total Operating Expenditure	\$	3,847,525
Operating Surplus/(Deficit)	\$	(2,731,452)
Total Capital Income (grants, developer contributions)	\$	1,303,068
Net Result - Surplus/(Deficit)	\$	(1,428,384)

The Rate Notices for the period ending 31 December 2021 will be issued on 10 August 2021 with the discount due date being 10 September 2021. The Deficit shown above is impacted by the timing of rate income.

Income Analysis

Total income (including capital income of \$1,303,068) for the period ending 31 July 2021 is \$2,419,141 compared to the YTD budget of \$702,601.

The graph below shows actual income against budget for the period ending 31 July 2021.



	Actual YTD	Budget YTD	Note
Net Rates	-	-	1
Utility Charges	-	-	1
Special Rates and Charges	-	-	1
Fees & Charges	362,494	333,933	
Operating Grants, Subsidies & Contributions	400,809	9,521	2
Interest Received	8,539	36,292	
Works for Third Parties	36,823	153,974	3
Other Revenue	307,408	168,882	4
Capital Income	1,303,068	-	5

Notes:

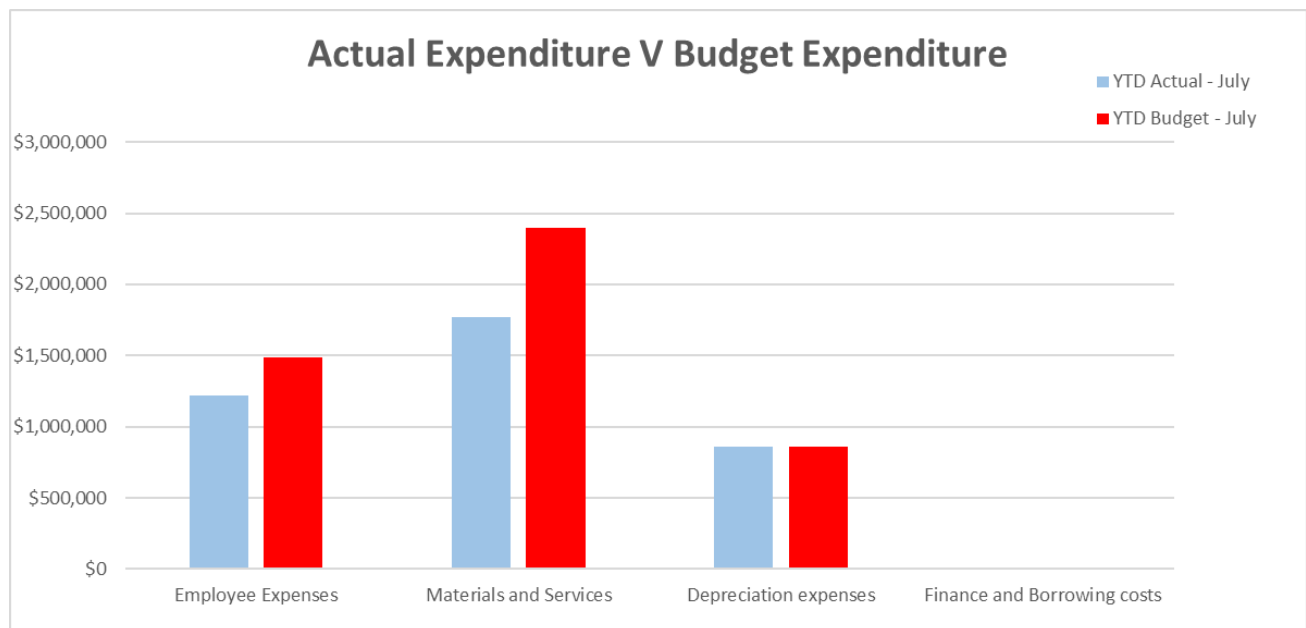
1. Rates and charges will be raised and levied in August.
2. Favourable variance is due to grant monies received for Disaster Recovery Funding Arrangements (DRFA) restoration works. This is not budgeted but will result in a complete offset with expenditure.

3. The Road Maintenance Performance Contract (RMPC) invoice for July will not be raised until August.
4. Favourable variance relates to a timing issue with budget being apportioned over 12 months. A number of annual invoices have been raised which is creating a variance.
5. Council has received \$1.2M in capital grants towards Works for Queensland Round 4 (W4Q4) and Transport Infrastructure Development Scheme (TIDS).

Expenditure Analysis

Total expenses for the period ending 31 July 2021 is \$3,283,510 compared to the YTD budget of \$4,749,714.

The graph below shows actual expenditure against budget for the period ending 31 July 2021.



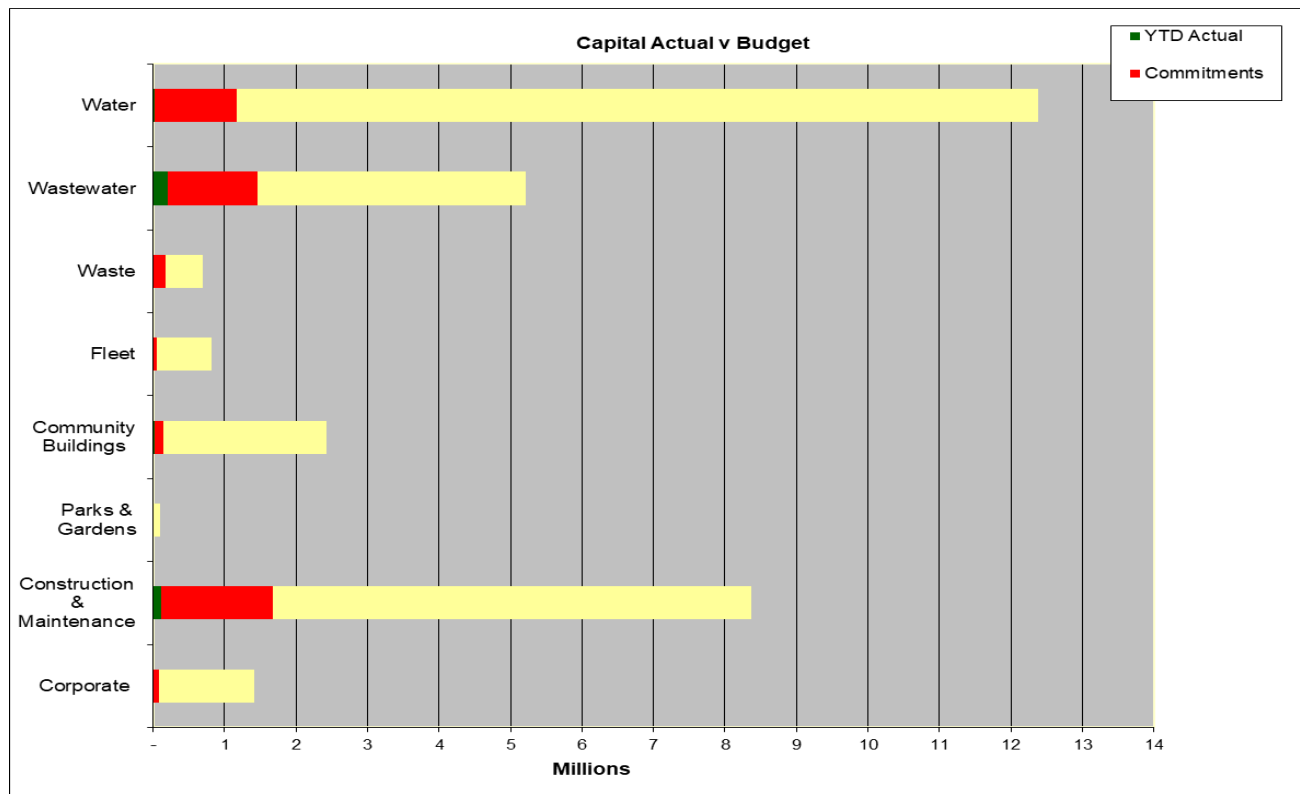
	Actual YTD	Budget YTD	Note
Employee expenses	1,251,581	1,485,647	
Materials & Services	1,768,339	2,400,194	1
Depreciation expenses	857,190	857,190	
Finance & Borrowing costs	6,415	6,683	

Notes:

1. The favourable variance arising at the moment is a timing difference between actual and budget allocation as a large number of July invoices will be paid in August (e.g. workers compensation budget allocated to July, however invoice will be paid in August \$185k). Insurance savings will also need to be journaled to the insurance self-funding reserve (\$335k).

Capital Expenditure

Total capital expenditure of \$4,745,833 (including commitments) has been spent for the period ending 31 July 2021 against the 2021/22 annual capital budget of \$31,424,330. The 2020/21 capital projects that did not commence or finish will be considered in the carryover of 2021/2022 budget, which will be provided to Council at the September meeting.



Loan Borrowings

Council's loan balance is as follows:

QTC Loans	\$7,638,069
-----------	-------------

Rates and Sundry Debtors Analysis

Rates and Charges

The total rates and charges payable as at 31 July 2021 are \$1,958,463 which is broken down as follows:

Status	31 July 2021		31 July 2020	
	No. of properties	Amount	No. of properties	Amount
Valueless land	18	817,584	17	707,500
Payment Arrangement	5	15,459	28	81,854
Collection House	250	910,209	234	806,302
Exhausted – awaiting sale of land	10	182,275	9	131,941
Sale of Land	-	-	-	-
Other (includes current and supplementary rate notices)	194	32,936	396	124,457
TOTAL	477	1,958,463	684	1,852,054

* Of this total, 121 properties have a balance of \$20 and less

The Rate Notices for the period ending 31 December 2021 will be issued on 10 August 2021 with the discount due date being 10 September 2021.

Collection House collected \$97,405 for the month of July 2021.

Sundry Debtors

The total outstanding for Sundry Debtors as at 31 July 2021 is \$1,028,460 which is made up of the following:

Current	30 days	60 days	90 + days
\$657,463	\$12,972	\$331,157	\$26,868
64%	1%	32%	3%

Procurement

There were no emergency orders for the month.

RISK IMPLICATIONS

Nil

Legal/Compliance/Policy Implications

Section 204 of the *Local Government Regulation 2012* requires the financial report to be presented to local government if the local government holds its ordinary meetings more frequently (than once per month) - to a meeting in each month.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LINK TO CORPORATE PLAN

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

IMPLEMENTATION/COMMUNICATION

Nil

Budgeted Income Statement by Fund 2021/22 Budget			
Consolidated			
	Actual YTD	Budget YTD	2021/22
Revenue			
Rates and utility charges	-	-	36,787,376
Less Discounts and Pensioner Remissions	-	-	(2,064,435)
Net Rates and Utility Charges	-	-	34,722,941
Fees and Charges	362,494	333,933	1,511,931
Operating Grants and Subsidies	400,454	5,662	8,067,552
Operating Contributions	355	3,858	46,300
Interest Revenue	8,539	36,292	435,500
Works for Third Parties	36,823	153,974	1,847,683
Other Revenue	307,408	168,882	1,776,579
Total Operating Revenue	1,116,073	702,601	48,408,486
Expenditure			
Employee Expenses	1,215,581	1,485,647	18,569,830
Materials and Services	1,768,339	2,400,194	13,339,658
Depreciation expense	857,190	857,190	10,286,283
Finance and Borrowing costs	6,415	6,683	267,094
Total Operating Expenses	3,847,525	4,749,714	42,462,865
Operating Surplus/(Deficit)	(2,731,452)	(4,047,113)	5,945,621
Capital Income			
Capital Contributions	20,068	-	-
Capital Grants and Subsidies	1,283,000	-	11,254,723
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	0
Total Capital Income	1,303,068	-	11,254,723
Net Result	(1,428,384)	(4,047,113)	17,200,344

Budgeted Income Statement by Fund 2021/22 Budget			
General			
	Actual YTD	Budget YTD	2021/22
Revenue			
Rates and utility charges	-	-	19,113,851
Less Discounts and Pensioner Remissions	-	-	(2,064,435)
Net Rates and Utility Charges	-	-	17,049,416
Fees and Charges	348,235	311,968	1,248,356
Operating Grants and Subsidies	400,454	5,662	8,067,552
Operating Contributions	355	3,858	46,300
Interest Revenue	8,539	24,167	290,000
Works for Third Parties	23,174	153,974	1,847,683
Other Revenue	253,063	74,965	924,579
Total Operating Revenue	1,033,820	574,594	29,473,886
Expenditure			
Employee Expenses	1,170,095	1,352,546	16,902,503
Materials and Services	1,364,077	1,531,032	4,784,530
Depreciation expense	600,415	600,415	7,204,980
Finance and Borrowing costs	6,415	6,683	147,545
Total Operating Expenses	3,141,002	3,490,676	29,039,558
Operating Surplus/(Deficit)	(2,107,182)	(2,916,082)	434,328
Capital Income			
Capital Contributions	9,882	-	-
Capital Grants and Subsidies	1,283,000	-	4,633,000
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	0	-	0
Total Capital Income	1,292,882	-	4,633,000
Net Result	(814,300)	(2,916,082)	5,067,328

Budgeted Income Statement by Fund 2021/22 Budget			
<u>Waste</u>			
	Actual YTD	Budget YTD	2021/22
Revenue			
Rates and utility charges	-	-	4,155,314
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	-	-	4,155,314
Fees and Charges	14,259	20,000	240,000
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	-	2,917	35,000
Works for Third Parties	-	-	-
Other Revenue	28,720	87,250	772,000
Total Operating Revenue	42,979	110,167	5,202,314
Expenditure			
Employee Expenses	16,429	29,383	390,466
Materials and Services	108,721	334,218	4,174,640
Depreciation expense	13,432	13,432	161,188
Finance and Borrowing costs	-	-	-
Total Operating Expenses	138,582	377,033	4,726,294
Operating Surplus/(Deficit)	(95,603)	(266,866)	476,020
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	-	-	-
Net Result	(95,603)	(266,866)	476,020

Budgeted Income Statement by Fund 2021/22 Budget			
<u>Wastewater</u>			
	Actual YTD	Budget YTD	2021/22
Revenue			
Rates and utility charges	-	-	5,402,200
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	-	-	5,402,200
Fees and Charges	-	1,965	23,575
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	-	7,083	85,000
Works for Third Parties	514	-	-
Other Revenue	-	3,500	42,000
Total Operating Revenue	514	12,548	5,552,775
Expenditure			
Employee Expenses	14,739	44,057	536,149
Materials and Services	87,647	193,345	1,485,053
Depreciation expense	127,827	127,827	1,533,920
Finance and Borrowing costs	-	-	119,549
Total Operating Expenses	230,213	365,229	3,674,671
Operating Surplus/(Deficit)	(229,699)	(352,681)	1,878,104
Capital Income			
Capital Contributions	5,245	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	0	-	0
Total Capital Income	5,245	-	0
Net Result	(224,454)	(352,681)	1,878,104

Budgeted Income Statement by Fund 2021/22 Budget			
<u>Water</u>			
	Actual YTD	Budget YTD	2021/22
Revenue			
Rates and utility charges	-	-	7,998,064
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	-	-	7,998,064
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	-	2,083	25,000
Works for Third Parties	13,135	-	-
Other Revenue	25,625	3,167	38,000
Total Operating Revenue	38,760	5,250	8,061,064
Expenditure			
Employee Expenses	14,318	59,661	740,712
Materials and Services	165,011	338,191	2,847,508
Depreciation expense	109,799	109,799	1,317,594
Finance and Borrowing costs	-	-	-
Total Operating Expenses	289,128	507,651	4,905,814
Operating Surplus/(Deficit)	(250,368)	(502,401)	3,155,250
Capital Income			
Capital Contributions	4,941	-	-
Capital Grants and Subsidies	-	-	6,621,723
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	0	-	0
Total Capital Income	4,941	-	6,621,723
Net Result	(245,427)	(502,401)	9,776,973

Budgeted Income Statement by Fund 2021/22 Budget			
<u>Benefited Area</u>			
	Actual YTD	Budget YTD	2021/22
Revenue			
Rates and utility charges	-	-	117,947
Less Discounts and Pensioner Remissions	-	-	-
Net Rates and Utility Charges	-	-	117,947
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	-	42	500
Works for Third Parties	-	-	-
Other Revenue	-	-	-
Total Operating Revenue	-	42	118,447
Expenditure			
Employee Expenses	-	-	-
Materials and Services	42,883	3,408	47,927
Depreciation expense	5,717	5,717	68,601
Finance and Borrowing costs	-	-	-
Total Operating Expenses	48,600	9,125	116,528
Operating Surplus/(Deficit)	(48,600)	(9,083)	1,919
Capital Income			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
Total Capital Income	-	-	-
Net Result	(48,600)	(9,083)	1,919

8.3 COMMUNITY HOUSING ASSET MANAGEMENT PLAN

Date Prepared: 22 June 2021

Author: Strategic Development Officer

Attachments: 1. Community Housing Asset Management Plan 2020/21 - 2025/26 [↓](#)

EXECUTIVE SUMMARY

The reviewed Community Housing Asset Management Plan is presented for Council endorsement.

RECOMMENDATION

That Council endorses the reviewed Community Housing Asset Management Plan 2020/21 - 2025/26.

BACKGROUND

The *Housing Regulation 2015 (Queensland)* requires all community housing providers to keep and implement an asset management plan, and Council's inaugural Community Housing Asset Management Plan was approved in March 2018 following the completion of condition assessments on a sample of 14 properties.

The asset management plan was focussed on addressing priority defects to ensure properties are to the standard set by Department of Communities, Housing and Digital Economy (DCHDE) and the current review of the Community Housing Asset Management Plan was undertaken after the completion of all 108 condition assessments. This results in a longer-term view of the housing stock and delivers a high level of confidence in the data and asset management plan.

RISK IMPLICATIONS**Financial**

The community housing service is fully self-funding. There are no predicted budget shortfalls for the delivery of the asset management plan, which will be funded through the operational budget and the Community Housing Reserve, pending resourcing and capacity.

Infrastructure and Assets

The Community Housing Asset Management Plan includes strategies to effectively manage the lifecycle of the housing assets. Through the continuation of scheduled inspection programs and maintenance planning as well as the implementation of a formal condition assessment cycle, Council can plan to ensure that the assets are functional, safe and sustainable.

Political and Reputational

Appropriate management of the housing assets contributes to the continuation of the positive reputation that Council has developed within the community.

Legal and Compliance

Council's Community Housing Asset Management Plan addresses the requirements under the *Local Government Act 2009*, *Local Government Regulation 2012*, *Housing Act 2003*, *Queensland State Regulatory Code 2003*, Department of Housing and Public Works funding agreements and Maintenance Management Framework.

Health and Safety

The inspection schedule, condition assessments and maintenance and capital works, which may be undertaken through the Community Housing Asset Management Plan implementation, will ensure that Council addresses various health and safety requirements, under relevant legislation.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

The review of the Community Housing Asset Management Plan ensures that Council addresses the compliance requirements of the Department of Communities, Housing and Digital Economy and the Office of the Registrar.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

The Community Housing Asset Management Plan includes future capital works.

Is the expenditure noted above included in the current budget?

Yes.

Operating

The Community Housing Asset Management Plan identifies future operational maintenance works.

Is the expenditure noted above included in the current budget?

Yes.

LINK TO CORPORATE PLAN

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.

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.

IMPLEMENTATION/COMMUNICATION

The endorsed Community Housing Asset Management Plan will be provided to the Department of Communities, Housing and Digital Economy.



Community Housing Asset Management Plan

LONG-TERM COMMUNITY HOUSING PROVIDER

Version 2.0 - March 2021

For period 2020/21 - 2025/26

Community Housing Asset Management Plan 2021 - 2026

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Community Housing Asset Management Plan 2021 - 2026

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Version Control

Version	Date	Status	Key changes made	Author/s	Approval
1.0	March 2018	Initial release	-	Jacqueline Perkowicz Glenys Pilat Amy Phillips Cristina Aloia	Approved by CEO 4 April 2018
1.1	June 2018	For Council adoption	Updated Corporate Plan references and updated graphs.	Jacqueline Perkowicz Glenys Pilat Amy Phillips Cristina Aloia	Adopted by Council 20/06/2018
2.0	July 2020 to March 2021	For review	Clarification of service levels and data management; updated condition data and graphs.	Glenys Pilat Amy Braes Cristina Aloia	

Date of next review: 2026

1 Organisational Purpose and Overview

1.1 Asset Management Plan Purpose

The purpose of this Plan is to set out Council's approach to the effective asset management of its large rental property portfolio for the period of 2021 - 2026. The Plan will guide Council's asset management and maintenance activities for the 108 residential properties and will be provided to appropriate external stakeholders such as funders and regulators to satisfy their requirements.

1.2 Organisation's Mission, Strategic Goals and Asset Management Goals

Mareeba Shire Council is a community housing provider offering affordable rental accommodation to eligible persons who are receiving the Age pension or people over 55 years of age on a Disability Support pension. In partnership with the State Government, Council has ownership of 108 properties spread throughout the towns of Mareeba, Mount Molloy, Dimbulah and Kuranda. Mareeba Shire Council is the second largest community housing provider in Far North Queensland and the largest local government provider of community housing in the region. This asset management plan is prepared under the direction of Mareeba Shire Council's Corporate Plan 2018-2022, long term asset management plan and long term financial management plan.

Our vision is:

A growing, confident and sustainable Shire.

Our mission is:

Provide cost-effective services, foster collaborative partnerships and maintain accountable governance to promote the prosperity and liveability of the Shire.

Our Strategic Priorities are:

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"

Community Housing Asset Management Plan 2021 - 2026

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"

The Community Housing Asset Management Plan (CHAMP) is developed in accordance with Council's Long-Term Asset Management Plan (LTAMP) 2020-2029 which establishes the following asset management principles:

Council aims to strike an optimal balance between affordability, levels of service and risk management to maintain our financial and infrastructure capital over the long term and support Council's Vision of "A growing, confident and sustainable Shire".

Where possible, funding will provide some flexibility for Council to assess and plan priority projects. However, where there are funding constraints, statutory obligations for safety across each asset class should take precedence.

Our principal focus areas for asset management are:

1. Understand the risk profile associated with Mareeba Shire Council's asset portfolio;
2. Correlate agreed service levels with available funds to justify planned expenditure to the community and government stakeholders;
3. Affordability for the whole community;

so that Council can:

4. Ensure infrastructure and financial capital sustainability by:
 - o Understanding the business consequences of reducing capital or maintenance budgets over a ten-year period; and
 - o Facilitating appropriate project prioritisation and deferral to meet budget constraints

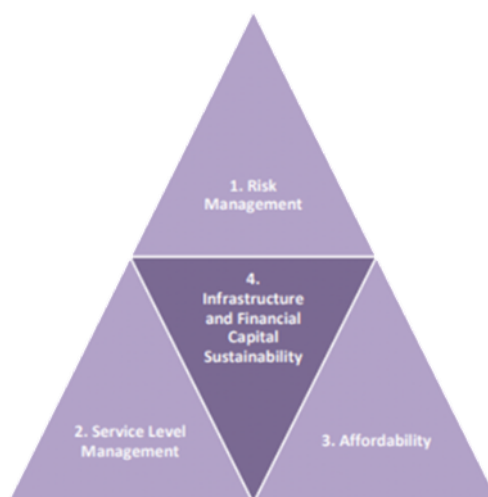


Figure 1 Long Term Asset Management Plan 2020 - 2029¹

¹ Mareeba Shire Council, [Long Term Asset Management Plan 2020-2029](#) (Mareeba: 2020), 7.

Community Housing Asset Management Plan 2021 - 2026

This asset management plan addresses 44 identified risks that are specific to the Community Housing asset portfolio and has been developed under the Enterprise Risk Management system to manage the four enterprise level risks. As more information comes to hand, and maintenance is completed, the risks are reviewed.

1.3 Asset Management Obligations and Methodology

Mareeba Shire Council's Community Housing portfolio consists of 108 purpose-built residences across the townships of Mareeba, Mt Molloy, Dimbulah and Kuranda. Of the 108 properties, 84 have received various levels of funding from the former Department of Housing and Public Works (the Department) and 24 are funded by Mareeba Shire Council. The Mareeba Shire Council funded properties are in Mareeba and Mount Molloy. After the state election in late 2020, the State Government started the process of moving the functions of the Housing department to the Department of Communities, Housing and Digital Economy.

The properties which have received capital and upgrade funding from the Department are located in Mareeba, Dimbulah, Kuranda and Mt Molloy. These properties were funded under various agreements ranging in date from 1978 to 2014. The funding agreements include Housing Accommodation Assistance Scheme Agreements (HAAS), Local Government and Community Housing Provider Agreements (LGCHP), Capital Assistance Agreements (CAA) and Capital Funding Agreements (CFA). Over time, several Variations have been made to many of the original Agreements, with all properties now subject to the modern agreement.

As a funded housing provider, Mareeba Shire Council delivers the service in accordance with Queensland State Regulatory Code, which outlines the performance outcomes and performance requirements that registered local government community housing providers must comply with under the [Housing Act 2003](#). This includes requirements under section 2 Housing Assets:

2 Housing assets

The local government manages its community housing assets in a way that ensures suitable properties are available now, and in the future, particularly in relation to:

- *determining changing housing needs and plans asset acquisitions, disposals and reconfiguration to effectively respond (strategic asset management)*
- *setting and meeting relevant property condition standards*
- *planning and undertaking responsive, cyclical and life-cycle maintenance to maintain property conditions (asset maintenance).*

The [Housing Regulation 2015](#) establishes the need for community housing providers to keep and implement an asset management plan in section 12:

12 Asset management plans

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- (1) A funded provider must keep, and implement, a management plan (an asset management plan) for each of the provider's funded property.*
- (2) The purpose of an asset management plan is to—*
- (a) maintain the long-term viability, and value, of the funded property; and*
 - (b) ensure the funded property is appropriate for—*
 - (i) the type of housing service the funded provider provides; and*
 - (ii) the needs of people using the housing service; and*
 - (iii) the circumstances in which the funded provider provides the housing service.*
- (3) An asset management plan must include financial strategies for the plan's implementation.*
- (4) If the chief executive requests a copy of an asset management plan, the funded provider must comply with the request.*

Mareeba Shire Council has conducted a risk assessment and identified potential mitigating strategies and maintenance plans. The actions noted in this Asset Management Plan are a guide and the implementation will be determined in consideration of:

1. Impact of the potential risk associated with the defect or maintenance required;
2. The Community Housing budget and long-term financial forecast; and
3. Staff capacity to complete works.

This Asset Management Plan is contingent on the availability of funding and where possible the plan is adhered to, but may be revised as required.

The Asset Management Plan includes the actions that Council is taking to meet the Department's Key Performance Indicators and to continue to improve confidence levels in the available data and, consequently, the effectiveness of planning for maintenance and capital works.

The Asset Management plan is informed by detailed condition assessments conducted by a suitably qualified person. These condition assessments are scheduled to take place on a 3-yearly rolling schedule. The defects noted in these condition assessments are reviewed, risk assessed and prioritised to develop the asset management plan.

1.4 Timeframes

The first CHAMP was implemented from April 2018, with an initial desktop review conducted in 2019. As confidence in the validity of the condition data has increased significantly, the updated plan will be reviewed every 5 years, with the maintenance and capital works planning component reviewed annually.

This Plan is presented in conjunction with the following attachments:-

- Attachment A - Community Housing Risk Management Plan

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- Attachment B - 10-year Maintenance and Capital Renewals Plan

The *Community Housing Condition Assessment Schedule* indicates the proposed timeframe to conduct condition assessments on all properties in accordance with the 3-yearly cycle. [Refer to Appendix 2.](#)

1.5 Asset Management Governance

Mareeba Shire Council's *Long Term Asset Management Plan 2020 - 2029* states, "Asset Management is an issue for everyone across Council. A team approach reduces the risk of silos being created and ensures that specialist skills are brought together effectively."

A multi-disciplinary asset management team has been established which includes senior representatives from across Council. This team meets regularly to identify gaps in the asset management process and assign responsibility for improving on Mareeba Shire's asset management practices.

Smaller specialist function teams are responsible for the implementation of the asset management processes and improvements. The Community Housing Asset Management team is responsible for managing and maintaining the housing assets and will have considerable input to the redevelopment of the asset management plan for the asset class. Council's Strategic Projects Officer will provide expert advice and guidance to the Community Housing Asset Management team.

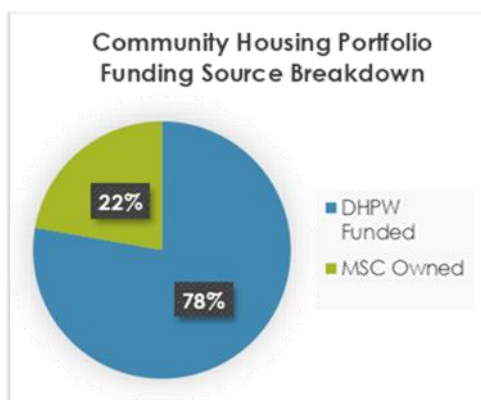
2 Property Portfolio Details

This section provides an overview of Council's property portfolio, including data captured for each property asset as well as outlining how Council manages its key portfolio data to keep it complete, timely and accurate.

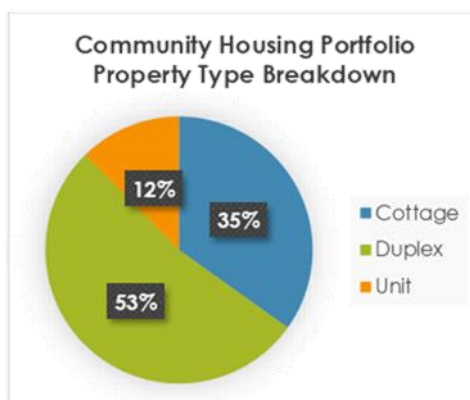
2.1 Portfolio Overview

Mareeba Shire Council's Community Housing portfolio consists of 108 purpose-built units across the townships of Mareeba, Mt Molloy, Dimbulah and Kuranda. The properties are all long-term accommodation for which Mareeba Shire Council holds all maintenance responsibilities which includes works that are planned, responsive and structural. Mareeba Shire Council's long-term community housing portfolio consists of 84 properties which are fully or partially funded by the Department of Housing and Public Works and 24 which are unfunded (Council funded). The Council funded units are in the townships of Mt Molloy and Mareeba. The following graphs summarise the asset register and condition assessment information.

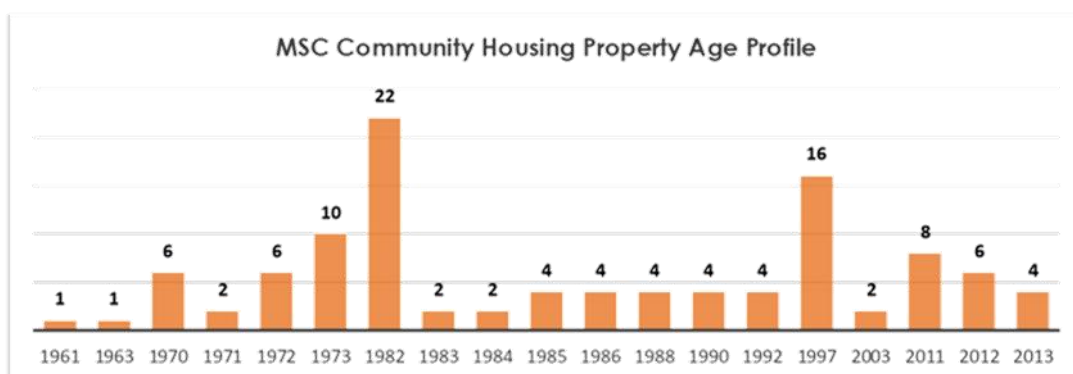
Community Housing Asset Management Plan 2021 - 2026



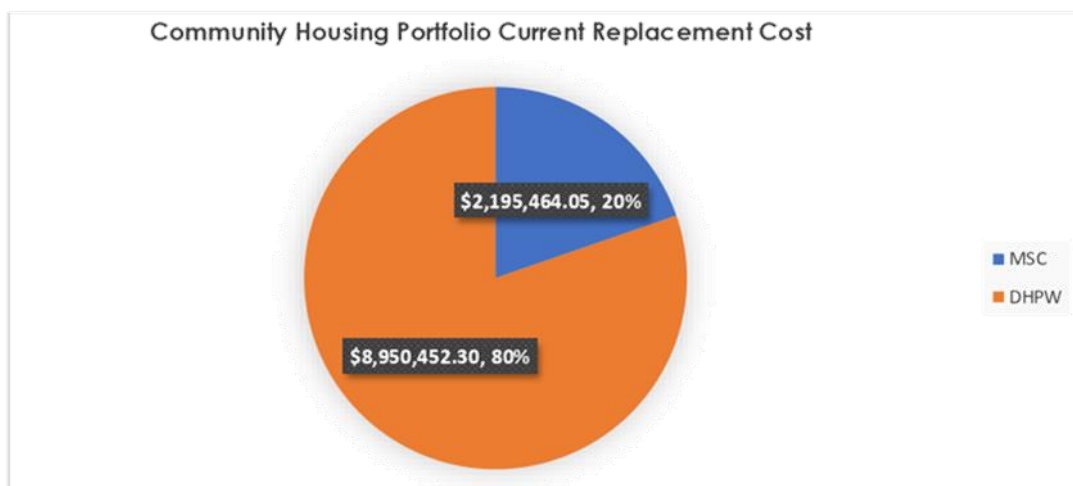
Graph 1: Funded vs unfunded properties



Graph 2: Property type

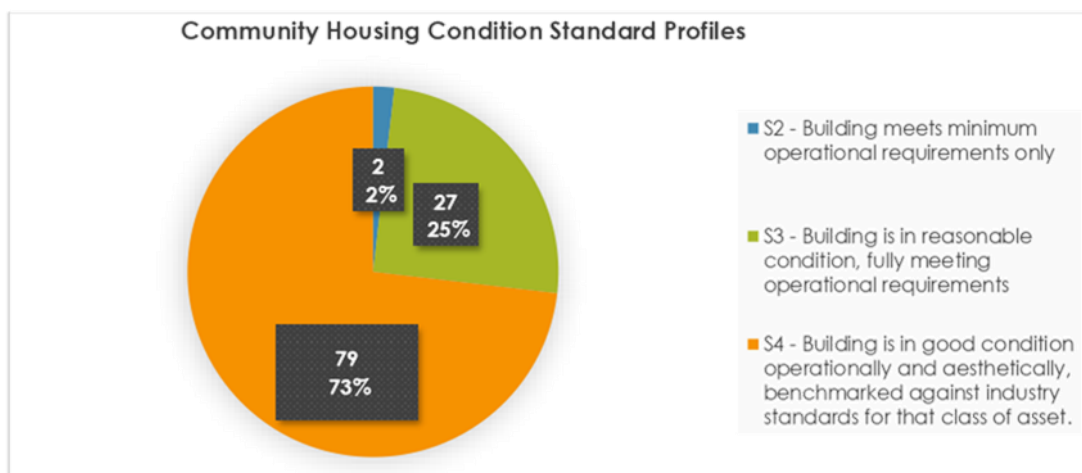
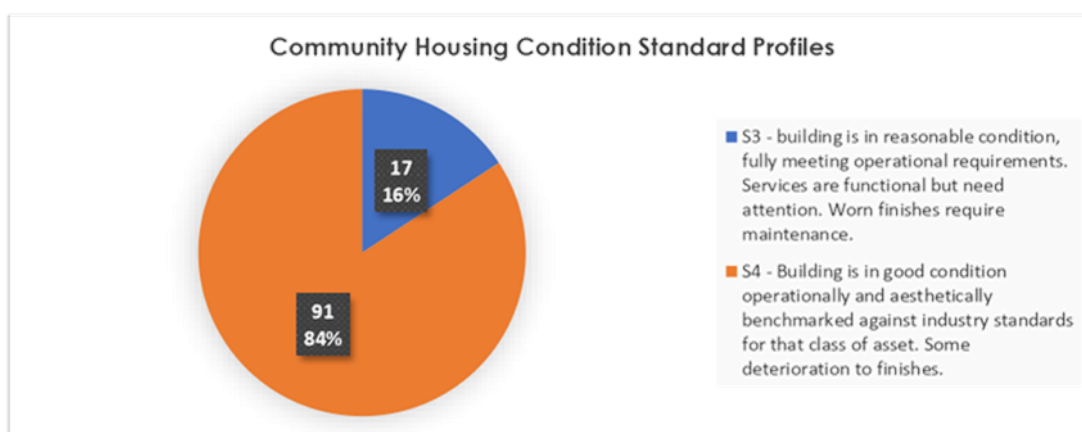


Graph 3: Year of construction



Graph 4: Current replacement cost as at September 2020

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**Graph 5: Portfolio condition summary as at March 2018****Graph 5.1: Portfolio condition summary as at September 2020**

These graphs represent the improvement in the condition of properties across the portfolio since the implementation of the first Community Housing Asset Management Plan.

2.2 Property Register

Mareeba Shire Council uses Technology One to store and manage asset and financial data. Council currently has well developed asset registers including most core asset data such as asset ID, description (address), useful life, remaining life, replacement cost, current depreciation and other essential financial reporting information. Opportunities to increase the use of Technology One database systems have been identified, which will broaden and improve condition data and improve planned maintenance activities using the Defects and Works Orders module.

The Asset Register is maintained by Council's Asset Accountant and Management Accountant using condition and defect data provided by the Community Wellbeing team, as well as property valuations and condition data provided in formal condition inspections.

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Examples of this building attribute data includes Disability Access, Gross Square Meterage, Floor Type, Wall Type, Roof Type, Condition, Insured value and Replacement Value.

2.3 Property Condition Data

The Technology One software package includes asset management modules for property component defect data capture as well as an overall condition score.

The Defects module in Technology One will be used to store defect data captured in the three-yearly building inspections, of which 14 were completed in March 2018 by a professional building inspector. Defect data will be prioritised and transferred to Works Order for prioritisation and scheduling.

The Community Housing Maintenance and Capital Renewals Plan captures the requirement to have all buildings comprehensively inspected within a three-year period. A qualified person or a person who is trained by a qualified person will be responsible for carrying out the comprehensive 3 yearly inspections.

Annual inspections of each property are carried out by tenancy management staff and identified maintenance works are recorded in Technology One and prioritised for completion.

The condition data is currently stored in the Technology One Asset Register using Council's rating system where 1 is Very Good, 2 is Good, 3 is Fair, 4 is Poor, 5 is Very Poor. This is the reverse of the standard rating system used by the Department where 5 is Excellent and 1 is Very Poor.

3 Maintenance

3.1 Service Level guidelines for building components

Housing assets are componentised in the Asset Register as follows, with a remaining useful life attributed to each component. This will vary according to the building type, materials used and building standards at the time the asset was constructed.

Below is a list highlighting the range in years of the useful life currently recorded in the Asset register for each of the 6 components. Components can be broken down further for the purposes of planning maintenance. For example, 'Fittings' include kitchens and vanities which are often replaced at the same time as these works are generally completed by a cabinetmaker.

Component	Range of Useful life
Substructure	97 - 142 years
Superstructure	81 - 129 years
Roof	75 - 88 years
Fittings	43 - 60 years
Finishes	16 - 33 years
Services	15 - 57 years

Table 1: Range of Useful life from MSC Asset Register

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The community housing assets are also further componentised for the purpose of the condition assessments, in accordance with guidelines published by the *Institute of Public Works Engineering Australasia (IPWEA)*. When planning maintenance, the condition rating of the component is considered along with the estimated useful life.

Council uses age-condition based risk analysis to predict the timing of future replacements or renewals of building components. The following table highlights a number of key component groups and the base useful life for each component which will assist with planning long term maintenance.

The base life estimate is the expected minimum the component should last under average conditions. The useful life can be extended in some circumstances e.g. low impact of external environment, or reduced e.g. wear and tear to kitchens has been accelerated by tenants who do not take as much care with cleaning and/or allowing water to sit on benches.

Component descriptions			
Component Group	Component Type	Component	Base life
External Fabric	External Walls	Block walls	75 years
	Roof	Metal Roofing	30 years
	Windows & Doors	Aluminium Windows	55 years
Electrical Services	Lighting	Timber Entrance Door	55 years
		Security lights	18 years
		Flood Lights	18 years
Fire Services	Smoke alarms	Fluorescent Lights	25 years
		Photoelectric smoke alarms	10 years
		Handbasin	40 years
Water Services	Sanitary Plumbing	Tap	20 years
		Toilet - China Bowl/Cistern	35 years
Interior Finishes	Ceiling Finishes	Gyprock Lining	50 years
		Interior Paint Finish	12 years
		Plaster Finish	50 years
	Fixtures & Fittings	Joinery Fittings - Built-In	40 years
		Kitchen bench and joinery	25 years
	Floor Finishes	Carpet	15 years
		Ceramic Tiles	50 years
		Vinyl	15 years
	Interior Doors	Doors - Hollow-Core	35 years
		Doors - Solid	50 years
Exterior Finishes	Wall Finishes	Exterior Paint Finish	12 years

Table 2: Component replacement planning - based on useful life

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The condition rating of a component can indicate how much of the useful life has been consumed.

Component	Very good Up to 45%	Good Between 45% and 90%	Moderate Between 45% and 90%	Poor Between 45% and 90%	Very Poor Up to 90%
Structure	Sound structure.	Functionally sound structure.	Adequate structure, some evidence of foundation movement, minor cracking.	Structure functioning but with problems due to foundation movement. Some significant cracking.	Structure has serious problems and concern is held for the integrity of the structure.
External	Fabric constructed with sound materials, true to line and level. No evidence of deterioration or discolouration.	Showing minor wear and tear and minor deterioration of surfaces.	Appearance affected by minor cracking, staining, or minor leakage. Indications of breaches of weatherproofing. Minor damage to coatings.	Fabric damaged, weakened or displaced. Appearance affected by cracking, staining, overflows, or breakages. Breaches of waterproofing evident. Coatings in need of heavy maintenance or renewal.	Fabric is badly damaged or weakened. Appearance affected by cracking, staining, overflows, leakage, or wilful damage. Breaches of waterproofing. Coatings badly damaged or non-existent.
Internal			Appearance affected by minor cracking, staining, or minor leakage, some dampness or mildew. Minor damage to wall/ceiling finishes.	Fabric damaged, weakened or displaced. Appearance affected by cracking, staining, dampness, leakage, or breakages. Breaches of waterproofing evident. Finishes of poor quality and in need of replacement.	Fabric badly damaged or weakened. Appearance affected by cracking, staining, leakage, or wilful damage. Breaches of waterproofing. Finishes badly damaged, marked and in need of replacement.
Services	All components operable and well maintained.	All components operable.	Occasional outages, breakdowns or blockages. Increased maintenance required.	Failures of plumbing, electrical and mechanical components are commonplace.	Plumbing, electrical and mechanical components are unsafe or inoperable.
Fittings	Well secured and operational, sound of function and appearance.	Operational and functional, minor wear and tear.	Generally operational. Minor breakage.	Fittings of poor quality and appearance, often inoperable and damaged.	Most are inoperable or damaged.
Maintenance	Well maintained and clean.	Increased maintenance inspection required.	Regular and programmed maintenance inspections essential.	Frequent maintenance inspections essential. Short term element replacement rehabilitation.	Minimum life expectancy, requiring urgent rehabilitation or replacement.
Customers	No customer concerns.	Deterioration causes minimal influence on occupational uses. Occasional customer concerns.	Some deterioration beginning to be reflected in minor restrictions on operational uses. Customer concerns.	Regular customer complaints.	Generally not suitable for use by customers.

Table 3: Component replacement planning - based on consumption of useful life²

² Peter Way PSM Institute of Public Works Engineering Australasia, **Buildings Condition and Performance Assessment Guidelines Practice Note 3 - Buildings** (IPWEA: 2015), 48.

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Important notes

- Immediate maintenance - refers to small items of maintenance which if repaired in the short term will restore the element to a higher condition grade.
- Very good condition - some assessors are reluctant to assess an element as grade 1 (S5), opting for the "conservative" assessment of Good condition (grade 2 or S4). This is a poor practice as it artificially brings forward predictions of future expenditure on that element. As a guide, an element will generally remain in grade 1 (S5) for 35-50% of its useful life.
- Services relate to all plumbing, electrical and mechanical components.

3.2 Maintenance Planning Process

[Refer to Appendix 4 - Community Housing Asset Management Plan Process map](#)

Maintenance is prioritised by considering various factors:

- Defects data collected from Annual Property inspections
- Defects data collected from 3 yearly condition assessments
- The current cost of the Asset
- The expected life of the Asset and for individual components
- Funding source - operational or capital works
- Type of maintenance - responsive or planned
- Statutory maintenance obligations e.g. annual smoke alarm testing
- Feedback from tenants
- Statutory service levels for types of maintenance e.g. 4 hour response for no lights or power
- Risk assessment - Health and Safety, Financial, Legal, Reputational, Service delivery
- The needs of the tenants who are mainly seniors
- Safety concerns and/or risks to the tenants
- The overall condition of the property i.e. if it is fair or good (i.e. S3 or S4)
- The cost and impact on future maintenance
- RTA legislation and special conditions listed in the tenancy agreement; and
- Lessor / tenant responsibilities regarding fixtures installed by tenants. This has varied over time so consideration is given to the most recent tenancy agreement in place, where applicable.

Generally, a component is due to be replaced or repaired when it has deteriorated significantly and is considered being in Poor or Very poor condition. Other factors are given consideration such as appearance, functionality, future maintenance costs and optimal timing to conduct maintenance. Examples include internal painting, kitchen and flooring replacements which are best conducted when a property is vacant.

3.2.1 Proactive Asset Management

An effective pro-active maintenance management regime can prolong the life of the building fabric of an asset.

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When analysing condition assessment data, Council considers the following:

- Effectiveness of the current maintenance policies and regimes by analysing the condition and performance of the assets.
- A comparison of the operational maintenance costs expended through the year to the capital expenditure to renew or replace and compare to the current asset status.
- How the current maintenance is undertaken - it may be internally sourced or externally sourced to a contractor. Investigate options to reduce costs and improve the quality of maintenance.
- Whether the asset or component should be considered for ongoing maintenance or if it will need to be replaced as a capital renewal.
- Whether maintenance should be categorised as reactive or planned maintenance - ensuring that the works plan is updated to assist with budget planning.

3.3 Responsive Maintenance

Council has implemented a Customer Request Management software module within the Technology One product suite of programs. All maintenance requests are recorded and managed through this system which allows for communication with the tenant, response timeframes and actions taken to resolve issues to be recorded.

3.4 Statutory and Cyclical Maintenance

Council has implemented a Works Order system within the Technology One suite of asset management modules for scheduling, requesting and recording completion of works. This is linked to a Defects module so that the repair or replacement of identified defects can be recorded from identification to completion of work.

3.4.1 Smoke Alarms

Council tests smoke alarms annually and replaces the batteries annually. Any faulty alarms are replaced with photoelectric alarms.

During financial years 2018/19, 2019/20 and in 2020/21, Council implemented a plan to become compliant with the new smoke alarm legislation. All properties now have smoke alarms that are photoelectric and comply with Australian Standard (AS) 3786-2014 as well as being hardwired and connected to all other alarms in the building. In addition, the alarms will be connected to a safety switch in line with current electrical guidelines.

Reference - [*QFES Information Sheet on New Smoke Alarm Legislation Ver 02/2017*](#).

3.4.2 Safety Switches

Council tests Safety Switches annually also known as Residual Current Device (RCD). Any faulty RCDs are repaired as a matter of urgency.

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3.4.3 Hot Water System servicing

Properties with hot water systems that have a tempering valve or thermostatic mixing valve (TMV) will be serviced annually by qualified plumbers.

3.5 Planned Maintenance

An Annual Maintenance and Asset Renewal Plan has been developed using the data set from a qualified building inspector who provided Condition Assessments and Defect Identification Reports for 14 properties in 2018. Over the next two years Council's Building Compliance Officer conducted the remaining 94 condition assessments.

In the first CHAMP, the data from the 14 inspections was collated and used as a basis to complete a portfolio level Risk Management Plan (Attachment A). In this plan, data is available for all 108 properties. The risk assessment was completed using the Mareeba Shire Council Enterprise Risk Management methodology following ISO 31000 Risk Management standards. Unmitigated (Raw) Risk Scores were captured and proposed mitigation strategies developed. A current residual risk score is kept and will be updated as risk mitigation programs are implemented.

The Maintenance and Capital Renewals Plan (Attachment B) has been developed using a risk-based approach at a portfolio and property level, with specifically identified defects also captured and initially prioritised for repair or replacement. Maintenance activities are prioritised using a combination of risk and defect scores as well as considering regular operational activities and resource constraints.

Capital renewals are prioritised using a multi-criteria analysis and a risk score, which is captured in Council's Project Prioritisation Tool.

The types of planned maintenance captured within the Maintenance and Capital Renewals Plan include:

- Customer requests identified through Council's Customer Request Management software - Property and Rating
- Pest Control - annual treatment for ants, spiders and cockroaches
- Pest Control - annual inspection for termites (report provided)
- Hot Water Systems - annual servicing of tempering valves and thermostatic mixing valves (TMV)
- Mowing of common areas e.g. Lawson St Mareeba units, gardens and paths at 2 Barang St Kuranda units
- Cleaning of solar panels for hot water systems (responsive)
- Trimming of trees in Kuranda, Mareeba, Dimbulah and Mt Molloy
- Cleaning of gutters in Mt Molloy properties (annually)

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- Cleaning of gutters in Kuranda units (annually or biannually if required)
- Cleaning of gutters in various Mareeba units (as required)
- Air conditioners - in the rare instance that a tenant is not responsible for the maintenance of their air conditioner, the filters are checked as part of annual maintenance inspection. If the filters are dusty, then they are cleaned and re-installed. This is only in the rare instance where the tenant is not responsible for the air-conditioner.

3.6 Vacant Maintenance

Vacant maintenance is managed as per the guidelines of the Queensland Government's *Social Housing Program Specifications*. The aim is to limit the amount of time a property is vacant to ensure prompt turnaround of tenancies. This property is inspected at the end of each tenancy and any urgent or prioritized planned maintenance is arranged. This may also include rectifying damage to the property by the tenants. Internal painting and kitchen replacements are often arranged when the property is vacant to mitigate the inconvenience to tenants.

3.7 Contractor Engagement

Contractors are engaged in accordance with the Mareeba Shire Council *Procurement Policy*³ and Pre-Qualified Supplier list. All Council employees responsible for purchasing goods and services of any kind must comply with this Procurement Policy.

Council employees must undertake procurement activities in accordance with their delegated authority. Failure to comply with the substance and intention of the Act or Regulation may constitute a significant breach of Council's Code of Conduct and could carry significant consequences. Employees are responsible for familiarising themselves with Council's policies, guidelines and procedures, as a failure to do so may be accepted as grounds for a breach. Some of these include:

- Procurement Policy
- Guideline for Calling Tenders and Administering Contracts
- Guideline for Engagement of Consultants
- Petty Cash procedures
- Non-Current Asset Policy
- Gift and Interests Register
- Code of Conduct

These Guidelines determine how all contractors are engaged to complete works including repairs and maintenance works.

4 Maintenance Budgets and Forecast Summary

4.1 Budget Forecast Overview

³ Mareeba Shire Council, [*Procurement Policy*](#) (Mareeba: 2020).

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A 10-year budget forecast has been prepared as part of the Community Housing Maintenance and Capital Renewals Plan in Attachment B. Confidence levels are lower for the years four and five in the plan. While the first long-term budget forecast was prepared using 14 property condition inspections as its basis, this plan is based on condition assessments for all 108 properties.

4.2 Budget Development

The operational budget is informed by historical costs of delivering the service, increases in CPI and property rates and the anticipated costs of upcoming maintenance works as identified in the annual maintenance inspections, condition assessments or by customer request and prioritised accordingly. Typically, operational budgets are only increased by CPI and there is a limited amount of capital funding available, so it is important to prioritise maintenance, operational and capital expenditure carefully.

4.3 Budget Review

The monthly budget variance report is reviewed by the Senior Community Wellbeing Officer and Manager - Community Wellbeing. Budgets are also monitored and reviewed formally on a quarterly basis across Council.

4.4 Funding future maintenance liabilities

Depreciation is funded across the Community Housing Portfolio and is calculated according to condition and remaining useful life.

5 Life Cycle Management

5.1 Major Projects or planned refurbishments

Major projects and planned refurbishments are flagged for consideration in the Asset Maintenance and Capital Renewals Plan, but these are dependent on structural engineering reports and the remainder of the 3-yearly building inspections being completed. Where possible, works would be completed as tenants vacate the properties identified for refurbishment or major works.

6 Risk management

40 current risks have been identified in a portfolio level Risk Management Plan (Attachment A), which was developed using the certified building inspection condition assessments and analysing risk broadly across the Community Housing portfolio. This has been prepared to be consistent and referencing the *MSC Enterprise Risk Management Policy*⁴ and *Enterprise Risk Management Procedure*⁵ in accordance with ISO31000:2009.

⁴ Mareeba Shire Council, [*Enterprise Risk Management Policy*](#) (Mareeba: 2019).

⁵ Mareeba Shire Council, [*Enterprise Risk Management Process*](#) (Mareeba: 2019).

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Accordingly, the Community Housing Maintenance and Capital Renewals Plan (Attachment B) is a risk-based management plan, and inherent (unmitigated) risk scores are referenced within the Maintenance and Capital Renewals Plan.

7 Key performance indicators, reporting and record keeping

Council has a number of processes in place to assist with meeting asset management financial goals. The following table contains example goals and KPIs:

Asset Mgt Goal	Key Performance Indicators	Target	Reporting to	Method of reporting
Annual budget	<ul style="list-style-type: none"> Budget agreed prior to financial year Budget and forecast based on property condition data 	Budget and forecast agreed in advance of reporting period	EMT	As per budget setting process (e.g. monthly management reports).
Performance against budget	Actuals within budget	+/- 10% budget variance	Executive Management Team	Monthly reports against budget
Schedule of planned maintenance works is adhered to	Planned maintenance works performed as per schedule (subject to staff availability and budget)	Schedule is reviewed to ensure priority works are completed.	Executive Management Team	Technology One Works Orders
Quality of service - Repairs responded to on time	As per State Government requirements and Council's Customer Service Charter.	<ul style="list-style-type: none"> 100 % faults are responded to within timeframes specified by the State government. 	Manager Community Wellbeing	Technology One CR and Works Orders Reports.
Quality of service - Tenant feedback	Tenant feedback	<ul style="list-style-type: none"> 75% tenants satisfied with condition of property 75% tenants satisfied with maintenance of property 	Manager Community Wellbeing	Tenant survey and customer response management system.

Table 4: Internal Key Performance Indicators

7.1 External reporting requirements:

The [Social Housing Program Specifications](#) provides details of Asset Management outputs for all funded properties.

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Below is a summary of reporting obligations related to asset management of funded properties.

Reporting to	Report	KPIs/metrics	Target	Method of reporting
Department of Housing	Quarterly reports	Funded department-owned properties inspected meet the S4 ratings	95%	As per State Department reporting template
		Immediate faults are responded to within 1 hour	100%	
		Urgent faults are responded to within four hours	100%	
	Annual Community Housing Annual Financial Return (CHAFR)	3 years planned maintenance forecast		Annual CHAFR return
		Five year Capital upgrades forecast		
	Additional reporting (as required)	Improvements (changes) to properties are advised to the Department	100%	
Office of the Registrar	Compliance Return	Performance Outcomes (PO) 1 - 7: 1. Tenancy Management 2. Housing Assets 3. Community Engagement 4. Governance 5. Probity 6. Management 7. Financial Viability <i>Note: PO 3 does not require evidence.</i>	<ul style="list-style-type: none"> • Targets are stipulated in CHRIS portal for each performance outcome • Explanatory notes are provided when KPIs have not been met • Annual submission of Minimum Data Set • Evidence documents are uploaded 	Online via CHRIS portal
		Properties meeting condition S4 (good)	<ul style="list-style-type: none"> • At least 70% of all funded community housing assets meet S4 standard or equivalent • Number of properties brought to standard 	
		Average time to complete vacant maintenance	11 days	
		Tenant satisfaction	At least 75% tenants satisfied with housing service	

Table 5: External Key Performance Indicators

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7.2 Record keeping

Council uses an integrated record management system provided by Technology One and includes modules such as Customer Request Management (CRM), Works Orders and ECM.

8 Appendices

8.1 Appendix 1: Legislation & Guidelines

As a Long-Term Community Housing Provider, Council's assets are managed in accordance with relevant legislation, guidelines and contractual arrangements including, but not limited to:

Department of Housing and Public Works Guidelines	<i>Queensland State Regulatory System for Community Housing Providers</i>
	<i>Maintenance Management Framework</i>
	<i>Allowable Expenditure and Surplus Policy</i>
	<i>Social Housing Program Specifications</i>
	Funding Agreements
Legislation	<i>Housing Act 2003</i>
	<i>Housing Regulation 2015</i>
	<i>Residential Tenancies and Rooming Accommodation Act 2008</i>
	<i>Building Fire Safety Regulation 2008</i>
	<i>Fire and Emergency Services Act 1990</i>
	<i>Fire and Emergency Services (Domestic Smoke alarms) Amendment Act 2016 (QLD)</i>
Standards	<i>Electrical Safety Act 2002 - safety switches (annual maintenance)</i>
	<i>Australian Standards AS/NZS 4032.1-2005 Valves for the control of heated Water Supply</i>
	<i>Australian Standards AS/NZS 3500.4:2015 Heated Water Services (previously AS/NZS 3500.4:2003)</i>
Asbestos	<i>Australian Standards AS/MZS 2845.1:2010 Water supply Backflow prevention devices</i>
	Asbestos is managed and controlled in Queensland by 10 main statutes and two codes of practice. These are administered by state government agencies and local Councils. Work health and safety legislation regulates the management, control and removal of asbestos in the workplace (including residential premises which are a 'workplace' when work is undertaken by a contractor).
	<i>Work Health and Safety Act 2011</i> (WHS Act)
	<i>Work Health and Safety Regulation 2011</i> (WHS Regulation)
	<i>Code of Practice: How to Safely Remove Asbestos</i>
	<i>Code of Practice: How to Manage and Control Asbestos in the Workplace</i>
	Public health legislation applies to asbestos-related activities carried out at non-workplaces settings (i.e. by homeowners at domestic premises).
	<i>Public Health Act 2005</i> (PH Act)
	<i>Public Health Regulation 2005</i> (PH Regulation).
	The management of asbestos in non-workplaces is the responsibility of local governments under public health legislation. Queensland Health provides information and advice to the

Community Housing Asset Management Plan 2021 - 2026

	<p>general public on asbestos and its health risks and works in partnership with other government agencies in response to incidents involving asbestos.</p>
Asbestos (continued)	<p>environmental protection and waste legislation regulate the transportation of commercial and industrial waste; the licensing of disposal facilities (such as landfills); and notification and remediation of contaminated land.</p> <p><i>Environmental Protection Act 1994</i> (EP Act) <i>Environmental Protection Regulation 2008</i> (EP Regulation) <i>Environmental Protection (Waste Management) Regulation 2000</i> (EP Waste Regulation). The <i>Department of Environment and Heritage Protection</i> (DEHP) maintains a public register of contaminated land (including land contaminated by asbestos). It also regulates the transportation and disposal of asbestos waste. Some of the DEHP powers are delegated or devolved to local Councils. For example, while the DEHP is responsible for licensing disposal facilities, Councils are responsible for the management of landfills and transfer stations where asbestos is accepted. Councils are also responsible for cleaning up the illegal dumping of asbestos material under the <i>Environmental Protection Act 1994</i> (EP Act) and the <i>Work Health and Safety Act 2011</i> (WHS Act) (where Council officers are undertaking any clean-up) and any relevant local laws.</p>

Community Housing Asset Management Plan 2021 - 2026

8.2 Appendix 2: Schedule of condition assessments

Address	Town	Funding Status	Condition assessment completed	Condition assessment due
9 Lyons St	Mareeba	Funded	2018	2021
6 Close Avenue	Mareeba	Funded	2018	2021
5A Lyons Street	Mareeba	Funded	2018	2021
1/14 Thooree Street	Kuranda	Funded	2018	2021
11/25 Lawson Street	Mareeba	Funded	2018	2021
1/6 Hay Street	Dimbulah	Funded	2018	2021
2D James Street	Mareeba	Funded	2018	2021
4B James Street	Mareeba	Funded	2018	2021
2F Barang Street	Kuranda	Funded	2018	2021
2C Barang Street	Kuranda	Funded	2018	2021
3 Wilkes Street	Mareeba	Funded	2018	2021
4 Buck Street	Mt Molloy	Funded	2018	2021
15 Close Street	Mareeba	Council	2018	2021
2/4 Hay Street	Dimbulah	Funded	2018	2021
2E James Street	Mareeba	Council	2018	2021
16 Lyons Street	Mareeba	Council	2018	2021
12/27 Lawson Street	Mareeba	Funded	2018	2021
1/2 Main Street	Mt Molloy	Council	2018	2021
1 Fuelling Street	Mareeba	Council	2019	2022
2/6 Hay Street	Dimbulah	Funded	2019	2022
1/4 Hay Street	Dimbulah	Funded	2019	2022
1/44 Stephens Street	Dimbulah	Funded	2019	2022
2/44 Stephens Street	Dimbulah	Funded	2019	2022
2/2 Main Street	Mt Molloy	Funded	2019	2022
3 Buck Street	Mt Molloy	Funded	2019	2022
5 Buck Street	Mt Molloy	Funded	2019	2022
14 Lyons Street	Mareeba	Council	2019	2022
3 Close Avenue	Mareeba	Funded	2019	2022
8 Close Avenue	Mareeba	Funded	2019	2022
9 Close Avenue	Mareeba	Funded	2019	2022
10 Close Avenue	Mareeba	Council	2019	2022
7 Close Avenue	Mareeba	Council	2019	2022
1 Close Avenue	Mareeba	Funded	2019	2022
4 Close Avenue	Mareeba	Funded	2019	2022
14 Close Avenue	Mareeba	Funded	2019	2022
16 Close Avenue	Mareeba	Council	2019	2022
11 Close Avenue	Mareeba	Funded	2019	2022
2/1 Wirramo Street	Kuranda	Funded	2019	2022
2 Close Avenue	Mareeba	Funded	2019	2022

Community Housing Asset Management Plan 2021 - 2026

Address	Town	Funding Status	Condition assessment completed	Condition assessment due
17 Close Avenue	Mareeba	Funded	2019	2022
12 Close Avenue	Mareeba	Council	2019	2022
13 Close Avenue	Mareeba	Funded	2019	2022
1 Wilkes Street	Mareeba	Funded	2019	2022
6 Colquhoun Street	Mareeba	Council	2019	2022
8 Colquhoun Street	Mareeba	Funded	2019	2022
5 Colquhoun Street	Mareeba	Funded	2019	2022
3 Colquhoun Street	Mareeba	Funded	2019	2022
14 Colquhoun Street	Mareeba	Funded	2019	2022
20 Colquhoun Street	Mareeba	Funded	2019	2022
10 Colquhoun Street	Mareeba	Funded	2019	2022
12 Colquhoun Street	Mareeba	Funded	2019	2022
16 Colquhoun Street	Mareeba	Funded	2019	2022
18 Colquhoun Street	Mareeba	Funded	2019	2022
10/25 Lawson Street	Mareeba	Funded	2019	2022
1 Dempster Street	Mareeba	Council	2019	2022
1 Dickenson Close	Mareeba	Funded	2019	2022
7 Lyons Street	Mareeba	Funded	2019	2022
1/10 Lyons Street	Mareeba	Funded	2019	2022
4 Fuelling Street	Mareeba	Council	2019	2022
3 Fuelling Street	Mareeba	Council	2019	2022
2 Dickenson Close	Mareeba	Council	2019	2022
15/27 Lawson Street	Mareeba	Funded	2019	2022
2 Dempster Street	Mareeba	Funded	2019	2022
16/27 Lawson Street	Mareeba	Funded	2019	2022
2C James Street	Mareeba	Funded	2019	2022
3 Dempster Street	Mareeba	Funded	2019	2022
2F James Street	Mareeba	Council	2019	2022
14/27 Lawson Street	Mareeba	Funded	2019	2022
7 Dempster Street	Mareeba	Funded	2019	2022
5 Dempster Street	Mareeba	Funded	2019	2022
6 Dempster Street	Mareeba	Funded	2019	2022
3/23 Lawson Street	Mareeba	Funded	2019	2022
8/25 Lawson Street	Mareeba	Funded	2019	2022
4 Dempster Street	Mareeba	Funded	2019	2022
4/23 Lawson Street	Mareeba	Funded	2019	2022
5/23 Lawson Street	Mareeba	Funded	2019	2022
6/23 Lawson Street	Mareeba	Funded	2019	2022
7/23 Lawson Street	Mareeba	Funded	2019	2022
9/25 Lawson Street	Mareeba	Funded	2019	2022
5 Close Avenue	Mareeba	Funded	2019	2022

Community Housing Asset Management Plan 2021 - 2026

Address	Town	Funding Status	Condition assessment completed	Condition assessment due
4 Dickenson Close	Mareeba	Funded	2019	2022
5 Dickenson Close	Mareeba	Council	2019	2022
3 Dickenson Close	Mareeba	Council	2019	2022
54 Doyle Street	Mareeba	Council	2019	2022
58 Doyle Street	Mareeba	Council	2019	2022
64 Doyle Street	Mareeba	Council	2019	2022
56 Doyle Street	Mareeba	Council	2019	2022
2/10 Lyons Street	Mareeba	Funded	2019	2022
5 Fuelling Street	Mareeba	Council	2019	2022
1/18 Lyons Street	Mareeba	Funded	2019	2022
2/18 Lyons Street	Mareeba	Funded	2019	2022
4A James Street	Mareeba	Funded	2019	2022
3A Lyons Street	Mareeba	Funded	2019	2022
3B Lyons Street	Mareeba	Funded	2019	2022
5B Lyons Street	Mareeba	Funded	2019	2022
13/27 Lawson Street	Mareeba	Funded	2019	2022
2 Wilkes Street	Mareeba	Funded	2019	2022
2D Barang Street	Kuranda	Funded	2019	2022
2B Barang Street	Kuranda	Funded	2019	2022
2E Barang Street	Kuranda	Funded	2019	2022
2A Barang Street	Kuranda	Funded	2019	2022
1/1 Wirramo Street	Kuranda	Funded	2019	2022
2 Fuelling Street	Mareeba	Council	2019	2022
6A Barang Street	Kuranda	Funded	2019	2022
6B Barang Street	Kuranda	Funded	2019	2022
1/12 Harriman Street	Kuranda	Funded	2019	2022
2/12 Harriman Street	Kuranda	Funded	2019	2022
2/14 Thooree Street	Kuranda	Funded	2019	2022

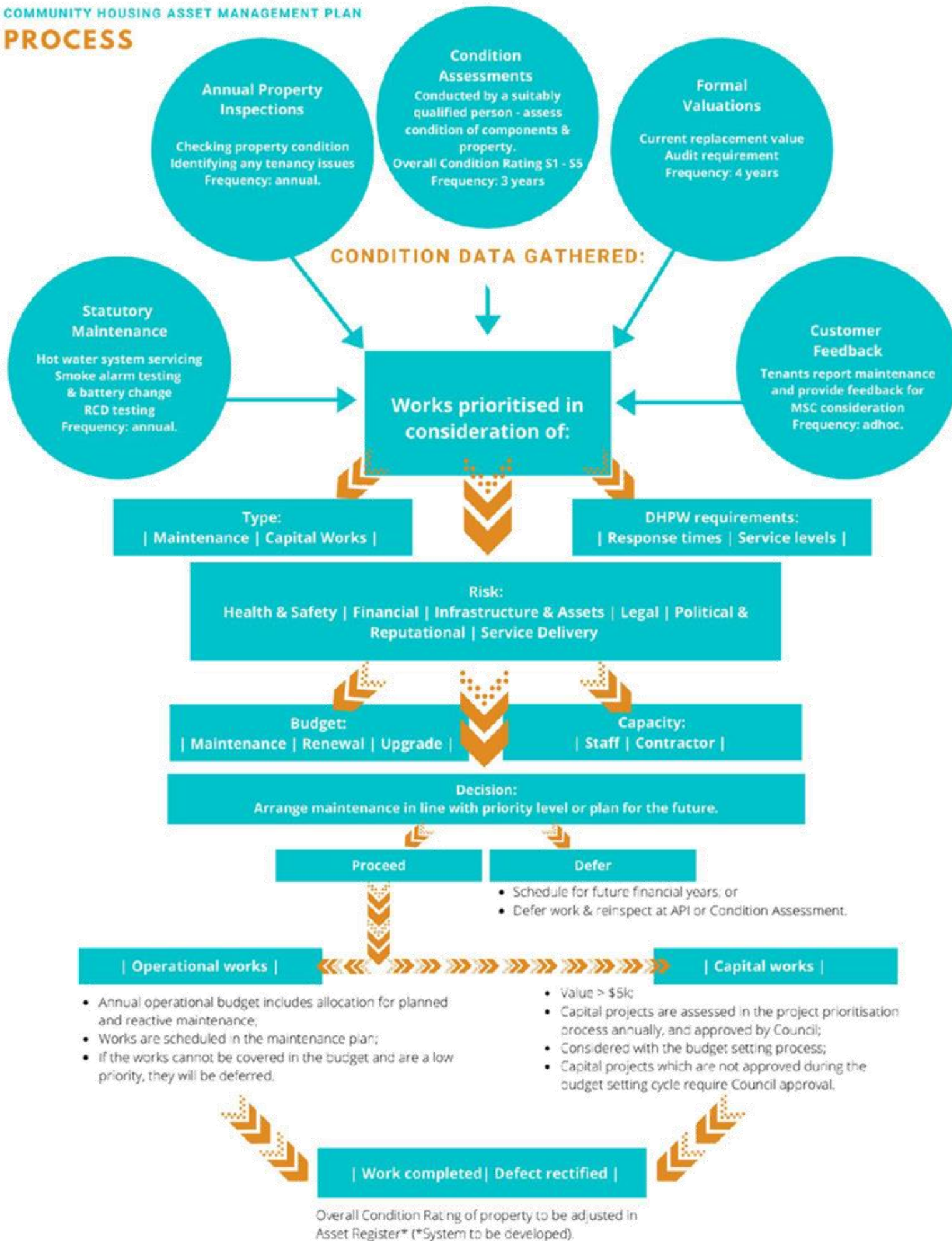
8.3 Appendix 3: Component Definitions

Component: each building asset is made up of components which are defined below.

Component	Definition
Substructure	Represents the structurally sound and watertight base upon which to build (foundation excavation, footings, entrance steps/ramps)
Superstructure	Represents the part of the building which is constructed above the ground level
Roof	Represents a structurally sound and watertight covering over the building
Fittings	Represents the fit out of the building with built-up fitments and fixed items (benches, cupboards, shelving, mirrors, windows, security screens, sinks/tubs, WC suites)
Finishes	Represents finish types for internal/external walls, floor finishes and ceiling finishes
Services	Represents electrical (lights/power), fire, gas, hydraulic (plumbing pipework, water storage tanks), mechanical (lifts, hoists)

8.4 Appendix 4: Community Housing Asset Management Plan - Process Map

COMMUNITY HOUSING ASSET MANAGEMENT PLAN PROCESS



Asset Management KPIs

1. Funded properties inspected every 3 years;
 2. 6-monthly reporting - 95% of properties inspected are S4;
 3. Annual reporting - 70% of properties are S4;
 4. Immediate faults are responded to within 1 hour;
 5. Urgent faults are responded to within 4 hours;
 6. 100% of changes to properties are advised to the Department;
 7. 75% of tenants are satisfied with the repairs service.
- Requirement: QSRSC & Housing Regulation 2015

8.4 COMMUNITY HOUSING CAPITAL WORKS 2021/22

Date Prepared: 3 August 2021

Author: Strategic Development Officer

Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider capital works at the Community Housing property at 2D Barang Street, Kuranda.

The works align with the Community Housing Asset Management Plan 2020/21 to 2025/26.

RECOMMENDATION

It is recommended that Council approve a new capital project at 2D Barang Street, Kuranda estimated at a cost of \$13,000 to be funded through the Community Housing Reserve.

BACKGROUND

Council is a Long-Term Community Housing provider, registered with the Queensland State Regulatory System for Community Housing (QSR SCH). As a registered provider, Council manages housing assets in accordance with the Housing Act 2003, Department of Communities, Housing & Digital Economy (the Department) funding agreements and the State's Maintenance management Framework.

The management of community housing assets aligns with Council's approach to the management of all asset classes where the investment in capital renewals ensures that services are sustainable through the provision of assets which are fit for purpose and meet the required standards.

Project identification

The tenants at 2D Barang Street reported the need for maintenance. On 11 May 2021, a site visit by an external plumber was arranged. The plumber deemed that the mould was caused by water ingress caused by deteriorating water proofing in the shower base and lack of, or damage to the grout, silicon etc.

After a further inspection was conducted, it was determined that the waterproofing to the shower cubicle had failed. Consequently, there has been an ingress of water to the wall cavity which has caused rot to some lower timber noggins within the wall cavity.

The shower cubicle needs to be refurbished as well as the repair of the damaged wall sheeting to the toilet cubicle.

These works must be programmed immediately as water will continue to ingress into wall cavity causing more damage and hence cost.

Project Cost and Funding Source

These works, estimated to cost \$13,000, are to be fully funded by the Community Housing Reserve.

RISK IMPLICATIONS**Financial**

This project is in addition to the capital projects for Community Housing which were approved in the 2021/22 capital budget. In accordance with the Community Housing Asset Management Plan, the Community Housing Reserve has sufficient funds to cover the cost of future works at the community housing units.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

N/A

FINANCIAL AND RESOURCE IMPLICATIONS**Capital**

This new capital project is estimated at a cost of up to \$13,000.

Is the expenditure noted above included in the current budget?

No.

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

This project will be fully funded by the Community Housing Reserve which has sufficient funds to complete the works.

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.

IMPLEMENTATION/COMMUNICATION

Pending approval by Council, contractors will be selected in accordance with the Mareeba Shire Council's Procurement Policy.

9 INFRASTRUCTURE SERVICES

9.1 INFRASTRUCTURE SERVICES, CAPITAL WORKS MONTHLY REPORT - JULY 2021

Date Prepared: 22 July 2021

Author: Director Infrastructure Services

Attachments:

1. Capital Works Highlights - July 2021 [↓](#)
2. Capital Works Summary - July 2021 [↓](#)

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 July 2021.

RECOMMENDATION

That Council receives the Infrastructure Services Capital Works Monthly Report for the month of July 2021.

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 - July 2021



Project Name: Speewah Road Pavement Rehabilitation

Program: Rural Roads

Background

Speewah Road provides access to the rural community of Speewah. Due to the growing volumes of traffic, there was a need to undertake pavement rehabilitation works and improvement works to bus facilities on Speewah Road. This project was funded under Phase 1 of the Australian Government's Local Roads and Community Infrastructure Program.

Scope of Works

The scope of works included the rehabilitation and widening of the bitumen formation to create a bus turnaround and the replacement of the existing bus shelter and driveways.

Progress Update

Construction works for this project commenced in early May 2021 and were finalised in late June. Line marking was completed on 22 July 2021 after being rescheduled due to wet weather.

Council is aware of some concerns regarding vehicles parking in the bus turnaround area. Signage has been installed that designates the area as a bus zone and Council has sought assistance from Queensland Police Service for monitoring and enforcement as necessary.



Completed Project

Infrastructure Services Capital Works Report Project Highlights - July 2021



Project Name: Springmount Road Ch 7.55 - Ch 9.0 Rehabilitate and Widen

Program: Rural Roads

Background

Springmount 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).

The widening of the section of Springmount Road between the Walsh River crossing east of Collins Weir Road and Middle Creek Road will provide a safer and more efficient route for the increased volume of traffic in the area.

Scope of Works

The scope of works includes the widening and sealing this section of Springmount Road to 8 metres. Concrete culverts are to be removed and replaced, extended or removed to suit the design. Stankovich Road and Middle Creek Road intersections will also be upgraded.

Progress Update

Works commenced in early July and at the time of reporting, the clearing and grubbing has been completed and 90% of the culvert replacements and extensions have been carried out. In August, works will commence on project drainage and the reshaping of the Stankovich Road intersection. Milling and widening works will commence at the end of August.



Existing culvert extension



Newly installed culvert

Infrastructure Services Capital Works Report Project Highlights - July 2021



Project Name: Bower Road Ch 1.44 - Ch 4.34 Widen Road and Causeway

Program: Rural Roads

Background

Much of Bower Road, Arriga is single lane width bitumen seal and is prone to edge wear and edge drop. The widened road will provide a safer and more efficient route for the increased volume of traffic in the area.

Bower Road is a Local Road of Regional Significance (LRRS) and the project is jointly funded by the Queensland Government through the Transport Infrastructure Development Scheme and Mareeba Shire Council.

Scope of Works

The scope of works included the widening and sealing of Bower Road to 7 metres between the Bower Road intersection and the Stanton Road intersection. The causeway at Ch 3.60km on Bower Road will also be widened to as part of the project.

Progress Update

Works commenced in early July and at the time of reporting all widening from Stanton Road to McBean Road has been completed and is programmed for sealing 5 August. The material that is milled out for the road widening is being used to re-sheet sandy sections of the nearby McBean Road. All table drains have been constructed for the full length of the project and the inlet and outlet of the causeway has been cleared and drained.



Drainage works at causeway site



Completed subgrade between McBean & Stanton Roads



Installation of base gravel in widening



Clearing and the removal of existing shoulder material

Infrastructure Services Capital Works Report Project Highlights - July 2021



Project Name: Solar Power Projects

Program: Works for Queensland 4

Background

Council has installed solar panels and associated infrastructure to nine (9) Council-controlled locations across Mareeba Shire through funding under Works for Queensland:

- Dimbulah Swimming Pool
- Mareeba Swimming Pool
- Cedric Davies Community Hub
- Mareeba Sewage Treatment Plant
- Mareeba Water Treatment Plant
- Centenary Park Booster Pump
- Kuranda Water Treatment Plant
- Kuranda Aquatic Centre
- Granite Creek Pump Station

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, thereby substantially reducing Council's carbon emissions.

Scope of Works

The scope of works include design, supply, installation and commissioning of solar panels at the selected sites.

As part of the Centenary Park Booster Pump Solar Project, several pieces of playground equipment were removed to allow for the installation of a shed structure to house the solar panels. Council has installed a new playground beneath the shed structure and will remove all other play equipment from Centenary Park, except for the Liberty Swing which was relocated under the shed structure and incorporated in the new playground.

Progress Update

All solar installations are complete and in operation.

The installation of the new playground and rubberised soft fall commenced on 27 July and was completed on 31 July. Completion of the concrete pathway surround is programmed for the first week of August and will be followed by the turfing of the surrounds.

The contractor will be returning to site to replace soft fall that was vandalised the evening of 30 July. Following this, the final inspection will be completed, and the playground will be open to the public before the end of August. Once the new playground is operational the existing play equipment will be removed from Centenary Park.

Infrastructure Services Capital Works Report Project Highlights - July 2021



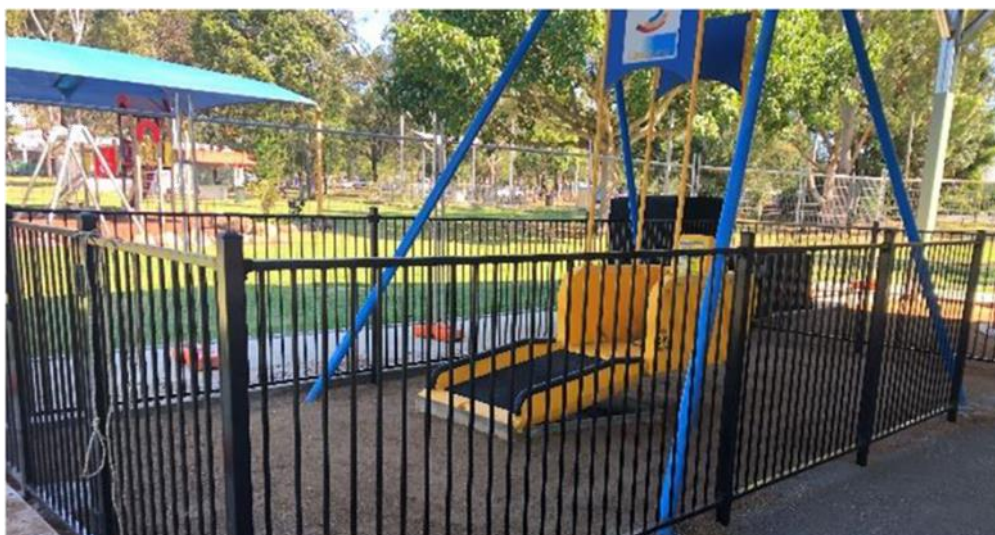
Installation of play equipment



Completed section with damaged soft fall



Completed section of playground



Relocated Liberty Swing

Infrastructure Services Capital Works Report Project Highlights - July 2021



Project Name: Mareeba Pound Upgrade

Program: Community Buildings

Background

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. Funded through the Queensland Government's Works for Queensland Program, the project will provide for a modern facility that meets current standards for health and safety and animal welfare.

Scope of Works

The project provides for the construction of a dual-purpose facility capable of supporting both impoundment requirements of Council and an animal refuge/kennel. The scope of works for the project incorporates construction of a new building to the north of the current pound with associated fencing and roadworks. The existing facilities will be demolished at the completion of the new works.

Progress Update

All works for the new Animal Management Facility are now almost complete. Dog and cat cages and sealing of the carpark and northern access road are complete. Boundary fence installation works are underway and programmed for completion in early to mid-August. Material supply has been an ongoing cause of delays with this project however, all remaining materials for the completion of the project have been sourced and practical completion for the new facility is anticipated by mid-August.

Demolition works of the old facility and caretaker's residence are programmed to commence from 16 August. The project is scheduled for by 30 August 2021.



External Carpark seal complete



Cages complete

Infrastructure Services Capital Works Report Project Highlights - July 2021



Project Name: Cedric Davies Community Hub

Program: Community Buildings

Background

Council is redeveloping the former Mareeba Bowls Club site to provide a new library, community hall, bowls clubhouse and covered bowling green in a combined facility to be named Cedric Davies Community Hub.

Funding has been received under the Queensland Government's Local Government Grants and Subsidies Program and Works for Queensland Program, in addition to the Australian Government's Local Roads and Community Infrastructure Program.

Scope of Works

The scope of works includes modifications to the main building and construction of a new clubhouse and synthetic covered bowling green with the project being delivered over three (3) stages.

The first and second stages of the project involved the design and construction of an improved Bowls Clubhouse Facility and the replacement of one (1) existing lawn green with an undercover synthetic equivalent. This work was completed in late 2020.

The third stage of the project involves the refurbishment of the existing 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.

Progress Update

Stage 3 of the project commenced in January 2021, with all works now completed. Works identified to upgrade the water supply to the Fire Hydrant are complete and compliant. The Certificate of Occupation for the use of the building has been received. Further minor cosmetic works will be complete by 6 August 2021. Relocation from the old Library facility will occur from 9 August 2021. The new library will be open to the public from 16 August 2021.



Library Entry Signage



Power and data installed for new PC area in foreground, self-check kiosk for borrowing and quiet reading area in background

Infrastructure Services Capital Works Report Project Highlights - July 2021



Project Name: Chillagoe Water Main Pipeline and Bore Project

Program: Water

Background

The purpose of this project is to support the continuity of water supply and increased pressure required to fight fire-fighting activities for the township of Chillagoe by providing a more reliable raw water supply to the Chillagoe Water Treatment Plant.

These works are part of Council's water strategy to address critical water issues across the Shire over the next 10 years. The project is fully grant funded under the Local Economic Recovery Program, which is jointly funded by the Australian and Queensland governments, and the Australian Government's Local Roads and Community Infrastructure Program.

Scope of Works

A new 4-kilometre 150mm supermain (PVC) pipeline is being installed from the newly established Bore through to Frew Street Chillagoe to service the Chillagoe Water Treatment Plant. The project includes all associated pipe work, electrical, telemetry and new bore connections.

Progress Update

The contractor established on site in mid-July and installed approximately 2.4km of pipeline during the first two (2) weeks of the project.

Works progressing well with the pipeline works expected to be completed in early to mid-August, dependant on the extent of rock encountered during excavation works. Works will then continue with connections to the bore and water treatment plant, SCADA and electrical prior to commissioning. Operation of the new infrastructure will ultimately depend on availability of Ergon to extend their electrical network to the bore site, which expected by the end of the calendar year.



Bore shed, bore head works and pipeline construction

Infrastructure Services Capital Works Report Project Highlights - July 2021



Project Name: Mason Street Sewer Duplication Project

Program: Wastewater

Background

There are several trunk gravity sewerage mains in the Granite Creek Sewer Pump Station (SPS) catchment. The catchment west of Railway Avenue (and James Street) and east of Granite Creek is served by a trunk gravity main that runs along Basalt Gully for most of its length. It has a number of incoming lines that includes the Mason Street gravity sewer main. In recent years, Council has experienced sewage surcharges (overflows) from two (2) maintenance holes on Mason Street gravity sewer main during wet weather events.

This critical project will address the capacity issues with the Mason Street trunk sewer main, which services residents and businesses in the south-western area of Mareeba township. The project is funded under the Local Economic Recovery Program, which is jointly funded by the Australian and Queensland governments, and Mareeba Shire Council.

Scope of Works

A new gravity sewer main is being constructed from the road reserve behind Owens Street through the vacant land and east of Mareeba Cemetery, continuing north along Mason Street to Granite Creek Pump Station. Due to the complexity of the project, the project scope was split in two (2) phases. Phase 1 (current project) comprises the sewer main section south of Rankin Street and will temporarily discharge into the existing trunk sewer main which runs parallel to Basalt Gully, north of Rankin Street. Phase 2 will be undertaken as a future project to continue north and connect to Granite Creek Pump Station.

Progress Update

To date, the project is tracking ahead of schedule and with the section of work at the Pioneer Cemetery now completed, there is approximately 200 metres of sewer main remaining to be installed. This portion runs through the vacant land corridor behind Owens Street and progress will be slower in this section as the contractor will be trenching through some rocky ground, with completion anticipated by early September.



Installation of sewer main under Queensland Rail line near Perkins St

Infrastructure Services Capital Works Report Project Highlights - July 2021



Project Name: Jum Rum & Jungle Walking Trail

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 recently constructed 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 called for the remediation of the asphalt surfaced Jum Rum and Jungle Walk walking trail which were 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 have occurred along the length of the path. The cracking is due to the slumping of filled sections and the action of tree root growth over time.

Progress Update

Contour Works quietly completed the trail upgrade works despite the consistent inclement weather that hindered progress during January to April 2021.

Jum Rum & Jungle Trails

The Jum Rum section of the trail was completed prior to the Christmas shutdown 2020 with the last remaining Jungle Trail surfacing and bridge upgrade work completed in mid-May.

Barang Street Bridge Replacement

The old Jum Rum Trail pedestrian bridge was removed, and the new bridge installed in mid June 2021. The new bridge substructure utilises larger hot dipped galvanised, single span I-beams and FRP deck panels designed to resist the prevailing climatic conditions. The new bridge designed, engineered and installed after inspection of the old bridge identified severe corrosion of reinforcing plates that were holding the three (3) existing bridge sections together.

All walking trails in Kuranda are now open to the public.

Infrastructure Services Capital Works Report Project Highlights - July 2021



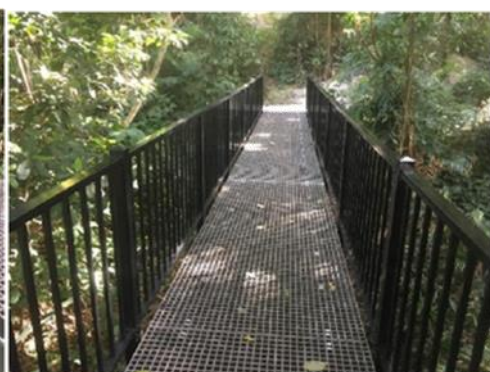
Old Barang St Pedestrian Bridge - corrosion



Old Barang St Pedestrian Bridge - Removed



New Barang St Bridge - Under Construction



New Barang St Bridge - Jum Rum Walk

Infrastructure Services Capital Works Report Project Highlights - July 2021



Project Name: Kuranda Recreation Centre Refurbishment

Program: Facilities

Background

Kuranda Recreation Centre is a Council-owned community located in Hunter Park on Fallon Road, Kuranda and is home to a range of community group and activities. In 2018, Council received a Building Condition Inspection Report which identified several issues with the facility which needed to be addressed over the coming years. The project has been funded through the Queensland Government's Works for Queensland Program.

Scope of Works

This is the second stage of a larger project to address issues identified in the 2018 report. This project included weatherproofing the structure and undertaking refurbishments on both floors to ensure the building meets the necessary fire and safety standards.

Progress Update

Works were undertaken from late June and were completed by the end of July. Council worked with the community groups impacted by the works by offering alternative venue for activities during construction.



Ground floor: Refurbishments undertaken to including waterproofing, new fire doors and roller doors



First floor: Completion of refurbishment, including installation of new windows and painting

Infrastructure Services Capital Works Summary Report - July 2021

Project Description	Project Stage	Progress Comment
Program: 01 Rural and Urban Roads Reseal Program (Renewal)		
2020/21 Reseal & Asphalt Program	Construction	Line marking of Cedric Davies Community and Rob Veivers Drive scheduled for early August 2021.
2021/22 Reseal & Asphalt Program	Planning	Asphalt and reseal program will be presented at a future workshop for review by Council.
Program: 02 Gravel Resheet		
2019/20 Gravel Resheet Program	Construction	Re-sheeting of sandy sections of McBean Road will be undertaken when maintenance grader is in the area. Material from Bower Road project has been stockpiled for use on these sections.
2020/21 Gravel Resheet Program	Not Commenced	All council's construction resources have been engaged in projects where grant funding dictates that works must be completed by late June 2021. Given this, the remaining funds in the 2020/21 Gravel Resheet budget will be rolled over to the 2021/22 financial year.
2021/22 Gravel Resheet Program	Not Commenced	To be programmed.
Program: 03 Urban Streets		
Design Program - design forward works	Design	Planning, investigation and design of future projects.
R2R Reynolds Street, Mareeba - Replace Kerb and Channel	Not Commenced	Programmed for January/February 2022.
Program: 04 Rural Roads		
TIDS Euluma Creek Road, Julatten - Rehabilitate and widen Ch 5.565-6.343	Construction	Drainage commenced 2021. Remainder of work programmed for September/October 2021.
DRFA Betterment Co-contribution	Construction	Shanty Creek Road Causeway: completed July 2021. Fossilbrook Road Causeway: Construction expected to commence September/October 2021.
Fallon Road, Kuranda - Rehabilitate Pavement Ch 0.874 - 0.948	Planning	Fallon Road stabilisation sites submitted to QRA for potential REPA funding - advised 28 July REPA funding submission unsuccessful. Fallon Road stabilisation project to be reassessed as budget allocation assessed as not sufficient to satisfactorily address the slope failure issues fully.
TIDS Bower Road, Arriga - Widen and Seal Ch1.447-4.317	Construction	Clear and grub completed. Widening from Stanton to McBean Road will be ready for sealing early August and drainage in this section is 90% complete. Drainage & shoulder reinstatement between McBean Road & new culvert on Bower Road is 25% complete. 600x450 RCBC 25% complete.
TIDS Euluma Creek Road, Julatten - Rehabilitation Ch4.98-9.325	Design	Programmed for April to June 2022.
TIDS Euluma Cree Road, Julatten - Rehabilitation Ch9.016-10.12 Rehab	Design	Programmed for June to August 2022.
TIDS Springmount Road, Arriga - Rehabilitation Ch7.55-9.0	Construction	Clearing and grubbing is 90% complete, Sunwater and Telstra has been located. Two culverts have been extended and three culverts have been removed and replaced.
R2R Wolfram Road, Dimbulah Priority Sect Stage2	Planning	Programmed for February to April 2022.
R2R Palm Valley Road, Koah - Widen and Seal Ch 0-1.3	Planning	Programmed from February to April 2022.
Borzi Road, Mareeba - Widen & Seal Ch 0.03-0.67	Design	Programmed for April to June 2022.
Program: 05 Bridges		
Hales Siding Road - Timber Bridge Replacement	Planning	On hold pending discussions with funding body regarding budget shortfall.
Kanervo Road, Replace Timber Bridge over Davies Creek	Procurement	Programmed December 2021 to April 2021.
Davies Creek Bridge Replacement	Design	Programmed for April/May 2022.
Granite Creek, Mareeba - Replace Footbridge Deck	Planning	Programmed for May 2022.
Palm Close, Mareeba - Replace Footbridge Boards	Planning	Structural engineer has inspected bridge and some recommended minor maintenance was carried out to ensure bridge is safe until new decking and girders can be installed. Programmed for May/June 2022.
Bicentennial Lakes Footbridge Safety Upgrade	Not Commenced	Programmed for June 2022.
Program: 06 Drainage		
2020/21 Minor Culvert Renewal Program	Procurement	Waiting on supply of RCP for Mareeba Cemetery entrance.
2021/22 Minor Culvert and Causeways Renewal	Not Commenced	To be programmed.
Amaroo Mareeba - Drainage Upgrade Stage 2 of 3	Design	Works will be delivered by third contractor.
Program: 08 Parking		
Borzi Park, Mareeba - Carparking Masterplan	Not Commenced	To be programmed.

Infrastructure Services Capital Works Summary Report - July 2021

Project Description	Project Stage	Progress Comment
Program: 09 Footpaths		
2018/19 Footpath Renewal Program	Construction	A section of footpath in Coondoo Street adjacent to No. 20 has risen due to fig tree roots and will be replaced when resources allow.
Footpath Renewal (All localities)	Construction	Further footpath works are yet to be programmed.
STIP - Mt Molloy Footpath - Replace 430m	Construction	Works will re-commence early August 2021.
2021/22 Footpath Renewal Program	Not Commenced	To be programmed.
Basalt Gully Stewart Street, Mareeba Footpath Renewal	Not Commenced	Programmed for July 2022.
Rankin Street, Mareeba - Footpath Renew (Chewko-Byrnes)	Design	To be programmed.
Program: 10 Parks and Gardens		
Shire Beautification Program	Construction	Vegetation management at the Granite Creek end of the Bicentennial Lakes completed late May.
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.
Mt Molloy Centre Islands, Replace irrigation and kerbing	Construction	Concrete and irrigation work complete. Garden plantings will be covered by underspends on other capital works projects.
LRCIP2 Shire-wide Parks, Open Space and Facility Upgrades	Planning	Projects to be determined in conjunction with development of the Parks and Open Spaces Strategy.
Mary Andrews Park, Mareeba - Replace Exercise Equipment	Procurement	Quotation requests emailed week of 19 July. No responses received as yet.
2021/22 Park Entrance Sign Renewal Program	Not Commenced	Park sign audit to be conducted August 2021.
Dimbulah Parks Irrigation Upgrade	Not Commenced	To be programmed.
Chillagoe Parks Irrigation Upgrade	Not Commenced	To be programmed.
Program: 11 Water		
Warril Drive New Water Main and Booster	Construction	Procurement of equipment has been achieved however inclement weather has delayed the civil construction works.
Mareeba and Kuranda WTP - Staged start-up of raw water pumps upgrade	Design	City Water Technology working on this project, there are some delays with this due to COVID travel restrictions.
Mareeba Water Treatment Plant - Based on a successful trial of new turbidity meters, implement automated backwash on high turbidity	Completed	Works done in conjunction with City Water Technology and final report received early July.
Mareeba Water Treatment Plant - filter 3 Install dedicated backwash pumps and reconfigure wash water feed pipes	Design	Project on hold pending outcome of grant application for new filter block.
Chillagoe Water Treatment Plant - Install conductivity meter on raw water transfer line, trend conductivity on SCADA	Completed	New equipment was installed but there is a technical issue with the equipment and a replacement probe is pending installation.
Mareeba Water Treatment Plant - Optimise clarifier performance upgrade	Design	City Water Technology working on this project, there are some delays with this due to COVID travel restrictions.
Mareeba Water Treatment Plant - Backwash operation renewal	Design	City Water Technology working on this project, there are some delays with this due to COVID travel restrictions.
LER / LRCIP2 Chillagoe Bore & Water Main Construction	Construction	Construction commenced mid-July and water main installation nearing completion.
Myola Road, Kuranda - Reservoir Flow Meter	Procurement	Site meeting held 23 July to assess project, new flow meters to be acquired along with required fittings, once flow meters arrive project works will commence.
Warril Drive, Kuranda - Water Main Replacement	Not Commenced	To be programmed.
Mareeba Transfer Holding Lagoon New Spare Pump	Procurement	Quotes being sourced for new pump, once received new pump will be acquired.
W4Q5 Barang Street, Kuranda - Water Main Upgrade	Procurement	Tenders for project received and report to 18 August meeting for tender award.
W4Q5 Mareeba AC & Defunct Pipe Replacement 2.5km	Design	Design and survey work underway, once completed tender will be issued and small section of works will be undertaken by Council.
2021/22 Water Telemetry/SCADA Upgrades	Planning	This project will need to be done in conjunction with Council's PC upgrades.
2021/22 Valve Replacement Program (Reticulation)	Planning	Staff to assess next valves to be replaced, place an order and install.
Mareeba Study & upgrade of wastewater system	Planning	This project will be delayed due to ongoing lockdowns in NSW affecting the ability of City Water Technologies to perform their work.

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Project Description	Project Stage	Progress Comment
Mareeba Water Treatment Plant - SML Reservoir Roof Replacement	Procurement	Tenders received and over allocated budget allowance, working with tenderers and other specialist contractors to identify alternative construction/delivery solutions.
2021/22 Hydrant Renewal Program	Planning	Met with contractor to discuss hydrant renewals and routine servicing of hydrants.
Mareeba Water Treatment Plant Filtration Upgrade	Planning	BBRF grant application submitted for this project and awaiting outcome of grant assessment.
Chillagoe Water Treatment Plant Filter Cell	Procurement	New filter cell on order, once it arrives will be installed and commissioned.
Program: 12 Wastewater		
2020/21 Manhole Rehabilitation and Replacement Program	Construction	Project progressing well with contractor making good inroads on project.
Mareeba Wastewater Treatment Plant - Aeration diffusers replacement (every 5 years)	Construction	Equipment ordered, long lead time on delivery as the ordered goods come from the USA.
LER - Mason Street Sewer Main Upgrade	Construction	Project works progressing well despite encountering rock during excavation works for southern section.
Kuranda Wastewater Treatment Plant - Replace Sludge Conveyor Belts	Procurement	Quotes being sourced.
2021/22 Wastewater Telemetry/SCADA Upgrades	Planning	This work to be done in conjunction with Council's PC upgrades.
New Sewer Pump Station Standby Generators x2	Procurement	Quotes sourced and purchase order to be issued shortly, there is an 18 week delivery lead time on the generators.
2021/22 Mareeba Sewer CCTV & Relining Program	Procurement	Report go to Council on 18 August with recommendation for continuation of existing contract arrangements.
2021/22 Manhole Rehabilitation and Replacement & Program	Procurement	Works to commence on this project as soon as materials are available.
2021/22 Mareeba Wastewater Treatment Plant Component Renewals	Procurement	Quote for items due for replacement received and purchase orders being issued, long lead times expected on delivery of goods.
Granite Creek, Mareeba Sewerage Pump Station Refurbishment	Procurement	Tenders received over budget allocation, report to be presented on 18 August recommending award of tender and funds that could potentially be reassigned to this project.
2021/22 Mareeba Pump Station Magflow Install Program	Planning	Prioritising pump stations for flow meter requirements.
2021/22 Mareeba Wastewater Reticulation Pump Renewal	Planning	Currently assessing which SPS pumps require replacement.
Mareeba Minor Pump Station H2S Protect/Refurb	Procurement	Tenders invited closing 5 August 2021.
Program: 13 Waste		
Mareeba Waste Facility Weighbridge Data Recording System	Procurement	Quotes received and recommendation on supplier being made.
Kuranda Waste Transfer Station Weighbridge & Gatehouse	Procurement	Quotes received and assessed with purchase order issued.
2021/22 Mareeba Waste Facility - Leachate Sump Pump Replacement	Procurement	Quotes being sourced for replacement pumps.
2021/22 Mareeba Waste Facility - Leachate Pump Station Pump Replacement	Not Commenced	To be programmed.
Mareeba Waste Facility - Buy Back Shop Construction	Planning	Site planning and survey underway.
Program: 15 Fleet		
GPS Vehicle Management System	Planning	Meeting with consultant to occur early September 2021 to assess options.
Replace Unit 625 Mitsubishi Truck	Construction	Delivery delayed to August 2021 due to delays with fabrication of body.
Replace Unit 5432 Sewerage Jet Rodder trailer with a hydro vac truck	Procurement	Monitoring Auctions and will procure when suitable plant identified.
Fleet Replacement #1336 - LLOs Dual Cab Ute	Procurement	Quotes received and evaluation underway with LLOs. Propose to procure by early September 2021.
Fleet Replacement #676 - Civil Works Truck	Procurement	Quotes received, place order by early August 2021.
Fleet Replacement #1317 - Western Roads Landcruiser	Procurement	Quotes received, place order by early September 2021.
Fleet Replacement #4009 Toro 72" Mower	Procurement	Purchase Order to be raised.
Fleet Replacement #509 Backhoe	Procurement	Tenders invited closing 9 August 2021.
Fleet Replacement #1250 - Water and Waste Hilux	Procurement	Quotes received, place order by early August 2021.
Fleet Replacement #1251 - Water and Waste Hilux	Procurement	Quotes received, place order by early August 2021.
Fleet Replacement #4056 - Toro 72" Front Deck	Procurement	Order placed; anticipated delivery is early August 2021.
Fleet Replacement #4055 - Kubota 72" Ft Deck	Procurement	Order placed; anticipated delivery is late September 2021.
Fleet Replacement #4053 - Husqvarna Zero Turn	Planning	Waiting for suppliers to register for Vendor Panel Market Place.

Infrastructure Services Capital Works Summary Report - July 2021

Project Description	Project Stage	Progress Comment
Fleet Refurbishment #400 - Cat Excavator (Track)	Procurement	Order placed; anticipated delivery is mid-September 2021.
Fleet Refurbishment Truck Mounted Water Tank	Not Commenced	Work programmed for December / January during wet season.
Fleet Replacement #1239/1300 with 1x Pool Vehicle	Procurement	Quotes received, place order by early August 2021.
Program: 16 Depots and Council Offices		
Kowa Street, MSC Depot - Air conditioning Replacement	Not Commenced	To be programmed.
Rankin Street, MSC Office - External Refurbishment	Planning	Condition report to be conducted to assess works required by mid-August 2021.
Rankin Street, MSC Office - Air conditioning & General Roof Covers	Planning	Site inspection conducted to obtain dimensions for quoting.
Rankin Street, MSC Office - Town Planning Foyer Reconfiguration	Design	Design finalised. RFQ to be prepared to send out to design consultants early August.
Kowa Street, MSC Depot - Emergency Generator	Procurement	Quotes received and being assessed.
Program: 17 Community Buildings		
Cedric Davies Community Hub	Construction	Defect Inspection completed and defect close out underway. Young Readers area Mural painting due for completion early August. On program to open to public on 12 August.
Koah Tennis Court - Remove/replace the unstable timber light poles	Not Commenced	Application by Koah Community Group to build a large undercover facility has been received. Lighting project on hold awaiting outcome of this proposal.
Mareeba, Dimbulah and Kuranda Aquatic Facilities - Remote monitoring upgrade of all swimming pools	Construction	Contractor delays due to COVID with August install now anticipated.
Dimbulah / Mareeba / Kuranda Pools Chlorine Dosing Improvements	Not Commenced	To be programmed.
Mareeba Leagues Club Grandstand Refurbishment	Planning	Currently seeking alternative proposal to full roof replacement to address water leaks installing new drop flashing at the roof's change of gradient.
Geraghty Park Hall, Julatten - Toilet Access Upgrade	Planning	Met with contractor onsite to discuss new pathway. Awaiting quotes.
Mareeba PCYC Shire Hall Part Roof Replacement	Not Commenced	Work scope being assessed. Met with PCYC who advise water leak issues with the main roof - possibly associated with penetrations along the ridge. Prior to works commencing, Heritage Exemption application to be submitted to DES outlining the proposed scope of works.
2021/22 Shire-wide Ablution Refurbishment Program	Construction	Dimbulah Tennis Courts and Chillagoe Ten Acre Park: Works will commence early August. Mareeba Heritage Centre: Quotations for works are underway. Completed works anticipated end of September.
Kuranda SES Facilities Upgrade	Not Commenced	Liaising with Kuranda SES coordinator in regards the proposed works and the funding requirements. Approval to be sought from the Department of Communities for construction of a 'sand box' on the property.
Dimbulah Pool Expansion Joint Repair	Procurement	Quotes called and received. Purchase order raised for works to commence and be completed prior to re-opening.
Program: 18 Non-Infrastructure Items		
DRFA Flood Warning Infrastructure Network	Procurement	Approved contractor engaged. Contract documents to be finalised before works commence.
MbaSC.0016.1819E.FWI - River Gauge (Biboohra)	Procurement	Approved contractor engaged. Contract documents to be finalised before works commence.
DRFA Flood Warning Infrastructure Network	Procurement	Approved contractor engaged. Contract documents to be finalised before works commence.
MbaSC.0018.1819E.FWI - Rain Gauge (7 locations)	Planning	Preliminary soil investigations carried out. Industry session with service providers and architect site visit postponed due to COVID-19 restrictions.
Kuranda New Cemetery	Planning	Draft specifications prepared for procurement.
Replace GPS Base/Rover & Controller	Planning	Draft specifications prepared for procurement.
Program: 20 KIAC		
KIAC - New Wayfinding Signage	Construction	Supplier based in NSW unable to attend inspection of signs scheduled for late July due to QLD border shutdown and COVID travel restrictions.
Program: 23 W4Q3 - Works for Queensland 3		
W4Q3 Mareeba Pound Upgrade Pound/Facility	Construction	Building at lockup stage. Mechanical and electrical works complete. Internal fitout complete. Cat cages delivered. Dog runs and cages 85% complete. Demolition works to old facility due to commence 16 August and be complete by 30 August 2021.
Program: 24 W4Q4 - Works for Queensland 4		

Infrastructure Services Capital Works Summary Report - July 2021

Project Description	Project Stage	Progress Comment
W4Q4 Bicentennial Lakes Solar Lighting	Construction	Delays with installing remaining lights due to some components missing.
W4Q4 Refurbish Kuranda Recreation Centre Hunter Park	Planning	Completed July 2021.
W4Q4 Centenary Booster Pump Solar	Construction	New concrete path has been constructed to the perimeter of the shed and replacement playground installed. Replacement of sections of soft fall needed due to vandalism.

9.2 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES OPERATIONS REPORT - JULY 2021

Date Prepared: 22 July 2021

Author: Manager Technical Services

Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to summarise Council's Fleet, Design, Soils Lab, Survey, Quality, GIS, Project Management, Facilities and Investigation Services activities undertaken by Infrastructure Services during the month of July 2021.

RECOMMENDATION

That Council receives the Infrastructure Services, Technical Services Operations Report for July 2021.

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

Investigation activities undertaken in July included:

Activity	Current Requests	Closed Requests
Road Infrastructure Review	92	54
Drainage Investigations	7	5
NHVR Permit Applications	0	21
Aerodrome Investigations	1	0
Traffic Count Surveys	0	24
Parks Investigations	4	2
Dial Before You Dig Requests	0	148

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 month of July:

Supplier	No. of Tests
Internal	92
External	128

Asset Inspections:

Scheduled inspections of Council's transport infrastructure assets have been undertaken during the month of July. Field inspections were directed towards the underground stormwater network within the Mareeba CBD as well as culvert crossings of roads within the shire. In addition to these field inspections, work was completed towards improving data collected for the footpath, water, sewerage, roads and kerbs.

Inspections planned for August will continue to focus on the underground stormwater network as well as the annual inspection of Council roads and other transport infrastructure.

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 3	Under construction
Mareeba	The Edge Stage 3A	Under construction
Mareeba	Amaroo Stage 11	On-maintenance
Mareeba	The Edge Stage 2B	On-maintenance
Kuranda	3 Hilltop Close	Off-maintenance
Mareeba	Mareeba Roadhouse & Accommodation Park, Williams Close	On-maintenance - Monitoring
Kuranda	72 - 76 Mason Road Stage 1	On-maintenance
Kuranda	112 Barnwell Road widening	Monitoring

Disaster Recovery Funding Arrangements (DRFA)

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
2021 DRFA	<p>Mareeba Shire activated DRFA assistance measures linked to Tropical Cyclone Imogen and associated Low Pressure System that occurred 2- 12 January 2021.</p> <p>A consultant has been engaged to deliver the 2021 DRFA Program. The consultant, ARO is currently collating damage photos and confirming chainage ID's for high priority sites, Submission 1 – Aerodrome Fence, Cater Road, Leafgold Weir Road, Raleigh Street, Thornborough Street, Tinaroo Creek Road, Hastie Road which will be lodged with QRA.</p> <p>Betterment projects to be identified and submitted in future funding rounds.</p>
2019 DRFA	Gamboola Crossing remains the only site not yet completed. Commencement is scheduled for late August, with completion expected prior to December 2021.

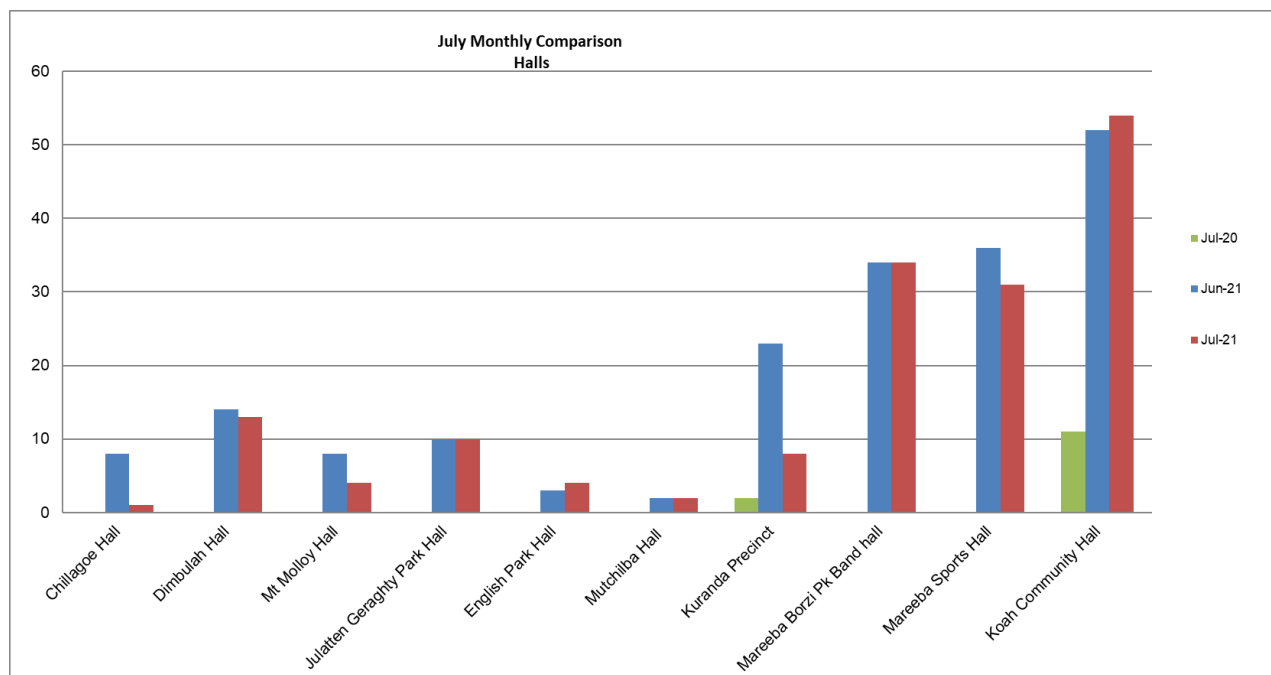
Program	Status
2019 Betterment	<p>Delivery of approved 2019 Betterment works is as follows;</p> <ul style="list-style-type: none"> Fossilbrook Road Lynd River Crossing - Works scheduled to commence in the last quarter of the year. Shanty Creek Causeway – Construction completed July 2021. Clacherty Road Causeway Crossing – Construction completed May 2021.

Facilities

Community Halls:

Maintaining safe and efficient access to Council Community Halls is recognised as an important aspect for the community's ongoing wellbeing. All facility users are required to comply with the conditions set out by the State Government's COVID-19 Restrictions Roadmap.

July hall hires have slightly decreased against the previous month. Social events have decreased however club bookings are still regular. As of 9 July, the "Check In Qld" App was made mandatory in Council's facilities.

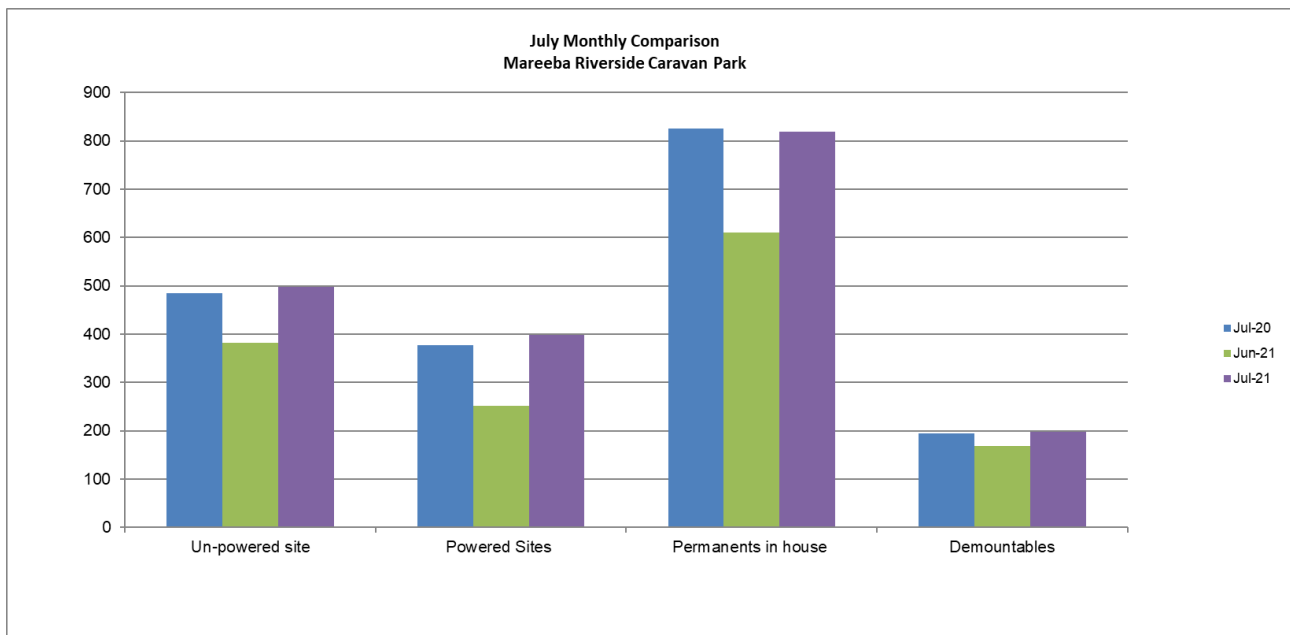


Swimming Pools

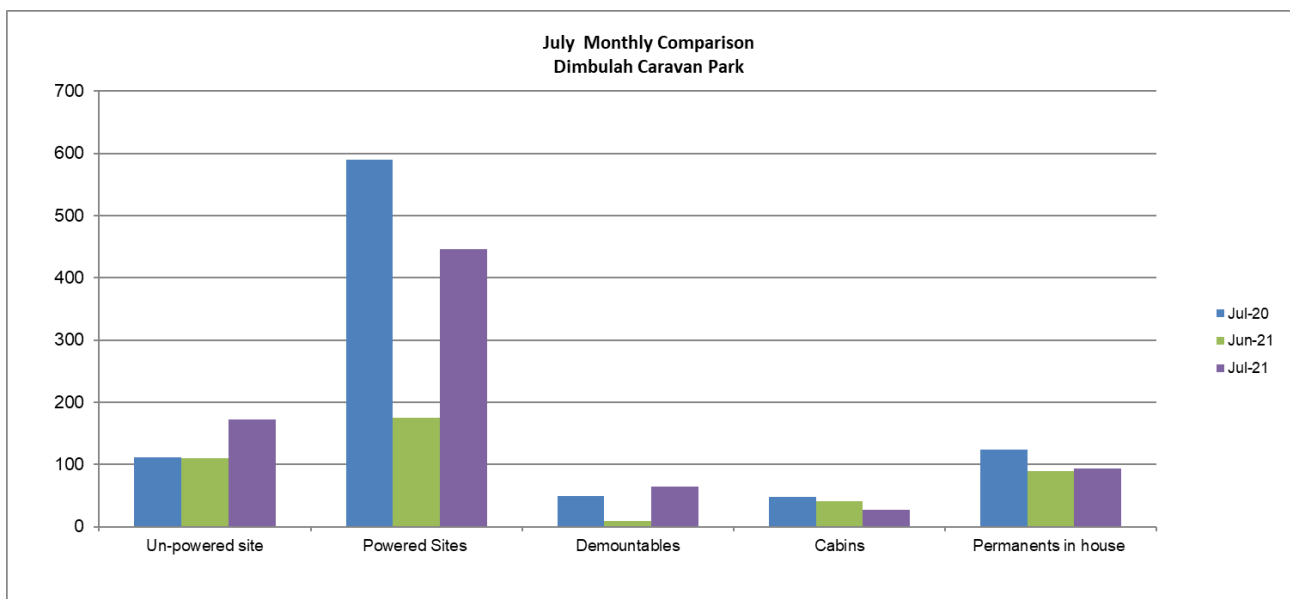
All Swimming Pools are closed for the months of June and July for the annual scheduled winter period shutdown. Maintenance is carried out during this period.

Caravan Parks:

Mareeba Riverside Caravan Park utilisation increased in July. Backpackers and grey nomads are travelling to the North to escape the southern lockdowns.



Dimbulah Caravan Park utilisation also had an increase compared to last month. The majority of these travellers are from QLD and heading north due to the COVID-19 restrictions. The Christmas in July event also increased the number of great nomad travellers.



Vandalism & Graffiti:

During July, five (5) reports of vandalism/graffiti were recorded for Council facilities, with annual costs provided below;

Financial Year	Actuals	Comments
2015/16	\$ 2,134.00	<ul style="list-style-type: none"> Kuranda Centenary Park toilets - vandalism x3 Mt Carbine - Bob's Lookout - graffiti Mareeba Rankin Street Office - vandalism
2016/17	\$ 16,546.00	
2017/18	\$ 23,948.00	
2018/19	\$ 14,851.00	
2019/20	\$ 14,211.18	
2020/21	\$ 62,199.62	
2021/22	\$672.16	

Note - actuals for vandalism/graffiti do not reflect costs to repairs during that period. Incoming expenses for repairs carry over until works are completed.

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 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.

Community: An informed and engaged community which supports and encourages effective partnerships to enhance the liveability 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.

9.3 T-MSC2021-12 WET HIRE MACHINERY

Date Prepared: 4 August 2021
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the tenders received for T-MSC2021-12 Wet Hire Machinery.

RECOMMENDATION

That Council awards Tender T-MSC2021-12 Wet Hire Machinery to NQ WasteTrans Pty Ltd for their tendered pricing.

BACKGROUND

Utilising Council's Tenderlink public portal, Council sought tenders for Wet Hire of Machinery for services to be used by the Infrastructure Services Department, Water & Waste Section for the AC Pipe Work Replacement Capital Program. This tender was for day rates and a full scope of machinery can be found in the list below:

- 8 tonne excavator with compaction wheel;
- Tracked Skid loader with broom and forks;
- Front end loader with forks;
- Water Truck;
- Vac Truck;
- Ridged Body Truck.

The reason for calling this tender was to enable Council to engage a single tenderer to provide all of the required equipment, at a day rate, for the entirety of this single project.

Tenders Received

Tenders for T-MSC2021-12 Wet Hire Machinery closed at 11:00am Tuesday, 29 June 2021 and six (6) tenders were received.

Only two (2) of the tenders were considered as conforming with the tender request. The others failed to submit the required machinery.

Tenderer	Wet Hire Machinery
Heath's Backhoe Hire Pty Ltd	> 8 tonne excavator with compaction wheel > tracked skid steer loader with broom and forks > front end loader with forks > water truck > vac truck > ridged body truck (12 tonne capacity)
NQ Wastetrans Pty Ltd	> 8 tonne excavator with compaction wheel > tracked skid steer loader with broom and forks > front end loader with forks > water truck > vac truck > ridged body truck (12 tonne capacity)

Tenders received from D & D Backhoe, NQ resource Recovery Pty Ltd, MCB Excavations Pty Ltd and STJ Enterprises Pty Ltd which were assessed as non-conforming with the specification/conditions as detailed in the invitation to tender and were not further assessed. The tenderers deemed as non-conforming tendered ineligible machinery (machinery that was not specified in the tender), excluded some of the required machinery and/or did not provide daily hire rates.

Tender Assessment

Tenders were assessed in accordance with the evaluation criteria stated in the tender documentation and as provided in the below Table;

Criteria	Weighting
Tendered Price	40%
Relevant Experience	15%
Key Personnel Skills and Experience	15%
Tenderer's Resources	10%
Demonstrated Understanding	20%
Total	100%

Each tender was evaluated and scored against the criteria, with the criteria scores then weighted to provide a total weighted score for each submission. Additionally, each tender has been assessed for conformance, compliance and discrepancies, against the requested response schedules.

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

Tenderer	Score (100%)	Rank
Nq Wastetrans Pty Ltd	100	1
Heath's Backhoe Hire Pty Ltd	95	2

RISK IMPLICATIONS

Infrastructure and Assets

The tendered works is for plant hire to assist with replacement of critical water infrastructure required to sustain water supply.

Capital

Substantial grant funding under Works for Queensland towards these projects.

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

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

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

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

IMPLEMENTATION/COMMUNICATION

Tenderers to be notified of the outcome of this report.

9.4 T-MSC2021-09 BARANG STREET WATER MAIN UPGRADE

Date Prepared: 4 August 2021
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the tenders received for T-MSC2021-09 Barang Street Water Main Upgrade.

RECOMMENDATION

That Council awards Tender T-MSC2021-09 Barang Street Water Main Upgrade to fgf Developments for the amount of \$1,127,615.00 (excl GST).

BACKGROUND

A replacement water main will be constructed along Barang Street in Kuranda, between Coondoo Street and Arara Street. The existing watermain is asbestos cement (AC) and will be grouted in situ.

Tenders closed at 11:00am on Tuesday, 20 July 2021 and four (4) tenders were received.

A summary of the tender prices at opening is provided below;

Tenderer	Tendered Price (ex GST)
Veolia Environmental Services	\$893,672.51
fgf Developments	\$1,127,615.00
GNM Group QLD	\$2,498,719.00
Utilstra	\$689,290.13

Minor discrepancies in the priced tender schedules were identified and the tender price received from GNM Group was adjusted accordingly.

Tenderer	Tender Price (ex GST)
Veolia Environmental Services	\$ 893,672.51
FGF Developments	\$ 1,127,615.00
GNM Group QLD	\$ 2,498,715.13 *
Utilstra	\$689,290.13

Tenders were reviewed in accordance with the evaluation criteria stated in the tender documentation, and as follows:

Criteria	Criteria Weighting
Relevant experience	20%
Demonstrated Understanding	20%
Key Personnel Skills and Experience	20%
Price	40%

Tenders were assessed on conformance, price and non-price-based criteria.

A summary of the combined Tender assessment for each tender package is summarised below.

Tenderer	Score (100%)	Rank
Veolia Environmental Services	60%	2
FGF Developments	62%	1
GNM Group QLD	34%	4
Utilstra	56%	3

fgf Developments' tender submission includes additional items in the tender schedule.

It is worth noting that the ranking of Veolia and FGF are separated by one (1) point. Both tenderers are capable of delivering the works under contract. A summary of the key differences between the two tenders is presented below.

Veolia's price is less than fgf's tender price. fgf's construction program shows completion prior to the normal wet season, whereas Veolia would reach practical completion in March 2021, assuming no delays due to inclement weather. fgf employs a full workforce and owns all the plant necessary to construct these works. The majority of Veolia's labour force and plant will be subcontracted. fgf is a local company, whereas Veolia is based interstate. fgf has successfully completed similar works for Council.

Based on the overall tender assessment, fgf has been assessed as providing the best value for money to Council.

RISK IMPLICATIONS

Financial

Council has allocated funding under the 2021/22 capital budget for this project.

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.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Tenders have been sought in accordance with Council's Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Yes

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

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

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.

IMPLEMENTATION/COMMUNICATION

Tenderers to be notified of the outcome of this report. Council will liaise with the Kuranda businesses and tour bus companies on traffic disruptions associated with the works.

9.5 T-MSC2021-10 GRANITE CREEK SEWERAGE PUMP STATION UPGRADE

Date Prepared: 4 August 2021
Author: Manager Water and Waste
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the tenders received for T-MSC2021-10 Granite Creek Sewage Pump Station Upgrade.

RECOMMENDATION

That Council;

1. awards Tender T-MSC2021-10 Granite Creek Sewerage Pump Station Upgrade to Repump Australia for the amount of \$1,896,436.25 (excl GST); and
2. reallocates savings from other wastewater projects to fund the shortfall in budget.

BACKGROUND

The Granite Creek Sewerage Pump Station will be modified and upgraded to cater for current and future growth in the catchment area. The pump station is located on Byrnes Street, adjacent to Granite Creek. The works will require the pump station to be bypassed during construction.

Tenders closed at 11:00AM, Thursday 22 July 2021.

Tenders were received from the following three (3) organisations by close of tender:

Tenderer	Tendered Price (ex GST)
Re-Pump Australia Pty Ltd	\$ 1,896,436.25
fgf Developments	\$ 2,074,384.00
Pensar Water Pty Ltd	\$ 2,161,386.00

Tenders were assessed on conformance, price and non-price evaluation criteria stated in the tender documentation, and as follows:

Criteria	Criteria Weighting
Relevant experience	20%
Demonstrated Understanding	20%
Key Personnel Skills and Experience	20%
Price	40%

The tender submissions were checked for errors and conformity. None of the tender submissions contained critical errors or non-conformities that would render them unable to be considered.

A summary of the combined Tender assessment for each tender package is summarised below.

Tenderer	Score (100%)	Rank
Re-Pump Australia Pty Ltd	64%	1
FGF Developments	58%	3
Pensar Water Pty Ltd	61%	2

The project capital funded budget allowance is \$1,600,000; however tender pricing received is above the budget allocation. It is noted that generally across the industry tenders are being seen as higher than budgeted as a consequence of market influences.

Due to critical need to upgrade the pump station, it is proposed to transfer some funds allocated for the Minor Sewerage Pump Station Upgrades project and cost savings that have been identified on the Manhole Rehabilitation project towards this project.

RISK IMPLICATIONS

Financial

Council has allocated funding under the 2021/22 capital budget, however there is a budget shortfall for the project.

Environmental

Upgrading the pump station will assist to ensure compliance with environmental licence conditions.

Infrastructure and Assets

The existing infrastructure is inadequate to achieve current WHS standards for servicing and maintaining the asset and there have been numerous odour complaints about the pump station in its present form. The pump station requires an upgrade which will provide for the long-term needs of the community.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Tenders have been sought in accordance with Council's Procurement Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Yes

Is the expenditure noted above included in the current budget?

Yes, however there is a budget shortfall for the project. It is proposed to reallocate funds from other projects to allow this project to be completed.

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

Tenderers to be notified of the outcome of this report.

9.6 T-MSC2020-12 REGIONAL SEWER RELINING

Date Prepared: 4 August 2021

Author: Manager Water and Waste

Attachments: 1. MSC Regional Sewer Relining Price Schedule [↓](#)

EXECUTIVE SUMMARY

Council undertakes annual in-situ sewer relining works in order to maintain the sewer reticulation network. As our neighbouring councils undertake similar works, the Far North Queensland Regional Organisation of Councils (FNQROC) invited tenders on behalf of council for the 2020/21 Regional Sewer Relining Program under a collective procurement arrangement, with each council forming an individual contract with the selected contractor.

The purpose of this report is to consider a variation to the existing contract T-MSC2020-12: 2020/21 Regional Sewer Relining with Relining Solutions Pty Ltd to include the relining program for 2021/22.

RECOMMENDATION

That Council varies Contract T-MSC2020-12: 2020/21 Regional Sewer Relining with Relining Solutions Pty Ltd by including the relining program for 2021/22. Based on the indicative works program and pricing the annual contract value is estimated to be \$1,223,946.20 (excl GST).

BACKGROUND

Council undertakes annual in-situ sewer relining works in order to maintain the sewer reticulation network. The program aims to ensure the structural integrity of the sewer mains by protective relining of the sewer system. This extends the life of the asset and can also result in a substantial reduction in flow to the sewage treatment facilities and overall energy reduction, especially during the wet season or rain events, due to relining reducing infiltration in the lines.

Collective procurement arrangements established by FNQROC enable the participating member councils to achieve economies of scale in pricing and eliminates the risk of individual councils competing against each other for limited supplier resources. The collective arrangement also includes the provision of performance bonds to ensure the works are completed within the agreed timeframes.

The 2020/21 arrangement with Relining Solutions Pty Ltd included provision for the contract to be varied to include sewer relining required during 2021/22 and 2022/23.

Quotes were invited on behalf of the following councils for their 2021/22 annual sewer relining works:

- Cairns Regional Council
- Cassowary Coast Regional Council
- Mareeba Shire Council
- Tablelands Regional Council

The sewer relining works were split into two (2) packages:

- Package 1 – Works associated with relining sewer lines up to 225 mm diameter;

- Package 2 – Works associated with relining sewer lines greater than 225mm diameter.

The 2020/21 arrangement included provision for the contract to be varied to include sewer relining required during 2021/22 and 2022/23 at each councils' discretion. Following successful delivery of the 2020/21 Sewer Relining program, Relining Solutions Pty Ltd were invited to quote for the 2021/22 program. Following detailed consideration, it is recommended that the existing contract with Relining Solutions Pty Ltd is varied to include the 2021/22 sewer relining programs of each participating council.

Whilst there are several councils involved in the collective procurement arrangement, each council has an individual contract with the supplier as FNQROC does not have formal delegated authority to contract on behalf of councils

Relining Solutions Pty Ltd provided the most competitive submission in 2021/22. They delivered the 2020/21 program to a good standard and have provided a competitive quote for delivery of the 2021/22 program. The price of raw materials, in particular Polyvinyl Chloride (PVC) and resins which are key component of the sewer relining process have increased considerably this year however the quote is still considered good value for money.

RISK IMPLICATIONS

Infrastructure and Assets

Poor workmanship or quality may result due to contractor's cost constraints. FNQROC has engaged an experienced program coordinator that will closely supervise all aspects of the contractor's work. The contract includes provision for retention monies to cover any defects.

Latent conditions may become evident once lines have been surveyed and cleaned prior to relining which may require additional works to be undertaken which may impact on the delivery schedule. The FNQROC program coordinator can work with the contractor and councils to mitigate the impact should it arise.

Wet weather or other delays may impact on the project delaying final completion date. The proposed date for completion includes contingency for delays.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

All relevant statutory requirements have been satisfied.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital

Yes

Is the expenditure noted above included in the current budget?

Expenditure has been allocated to complete this project.

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.

IMPLEMENTATION/COMMUNICATION

Contractor to be notified of outcome of this report.

9.7 INFRASTRUCTURE SERVICES, WATER AND WASTE OPERATIONS REPORT - JULY 2021

Date Prepared: 22 July 2021
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 July 2021.

RECOMMENDATION

That Council receives the Infrastructure Services, Water and Waste Operations Report for July 2021.

BACKGROUND**Water and Wastewater Treatment:**

All treatment plants are performing satisfactorily. Water demand was slightly higher across all schemes with Chillagoe's consumption potentially attributed to filling of the new water reservoir.

Inflows through the wastewater treatment plants have dropped with the Mareeba WWTP recording the most notable.

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 the month.

Water Treatment	Mareeba	Kuranda	Chillagoe	Dimbulah	Mt Molloy*
Water Plant average daily production (kL)	8,045	853	402	290	88
Number of Connections	4,385	982	157	272	113
Average daily water consumption per connection (L)	1,835	869	2,561	1,066	779

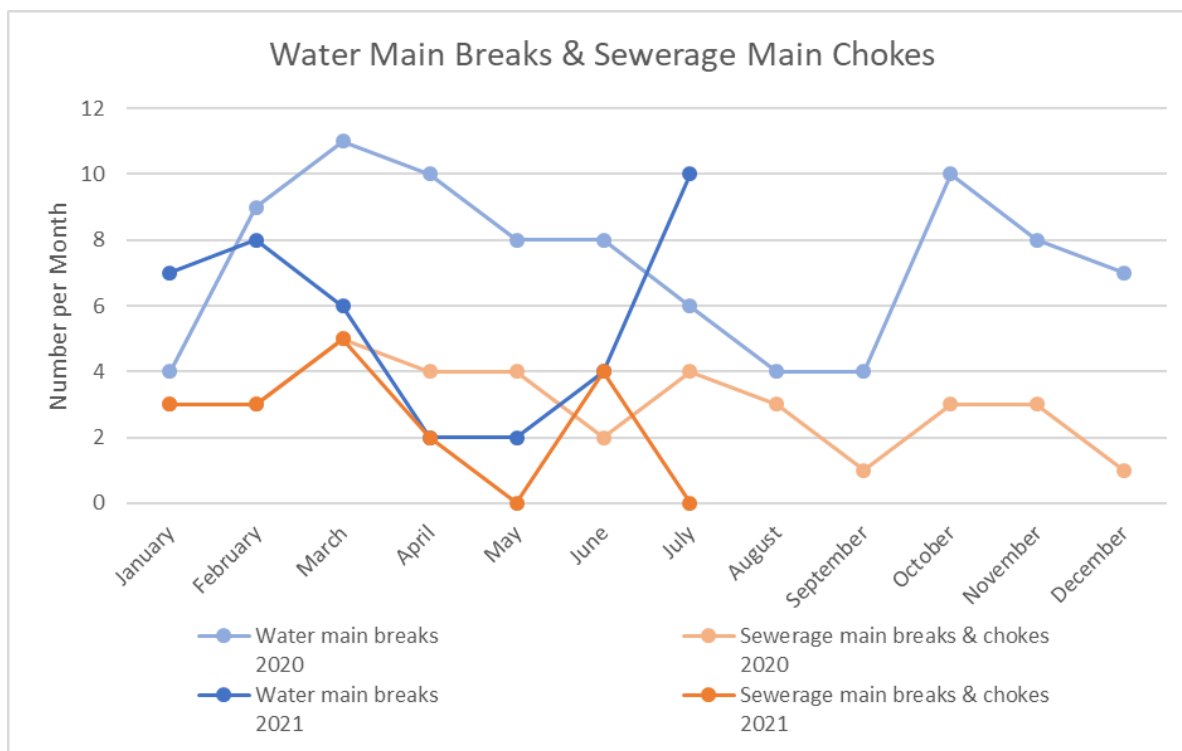
* Mt Molloy is an untreated, non-potable water supply

Wastewater Treatment	Mareeba	Kuranda
Wastewater Plant average daily treatment (kL)	2,141	195
Number of Connections	3,424	346
Average daily inflow per connection (L)	625	564

Water and Wastewater Reticulation:

Council's water reticulation crew attended to ten (10) water main breaks and small water leaks and no (0) sewer main breaks this month, and average response times were within targets set out in Council's customer service standard for water services.

Monthly statistics are shown on the water reticulation main breaks and sewerage main breaks and chokes:



Council officers, in conjunction with Queensland Fire and Emergency Services (QFES) inspect fire hydrants on a routine basis. QFES provides a report to Council on any abnormalities they identify. Their report includes street address and location, hydrant identifying number and comments on condition. The most regular comment is the hydrant needs road marker painting.

Council has a capital allocation each year for fire hydrant upgrades and the upgrade works are prioritised on condition of hydrants. A forward program of works for 2021/22 is currently being developed with work to commence by mid-August.

Council's water, wastewater and waste pump assets are routinely serviced on a six (6) monthly cycle. The routine servicing of the pumps and associated equipment ensures Council's assets are maintained in good working order and also informs asset replacements and upgrades required to achieve operational standards.

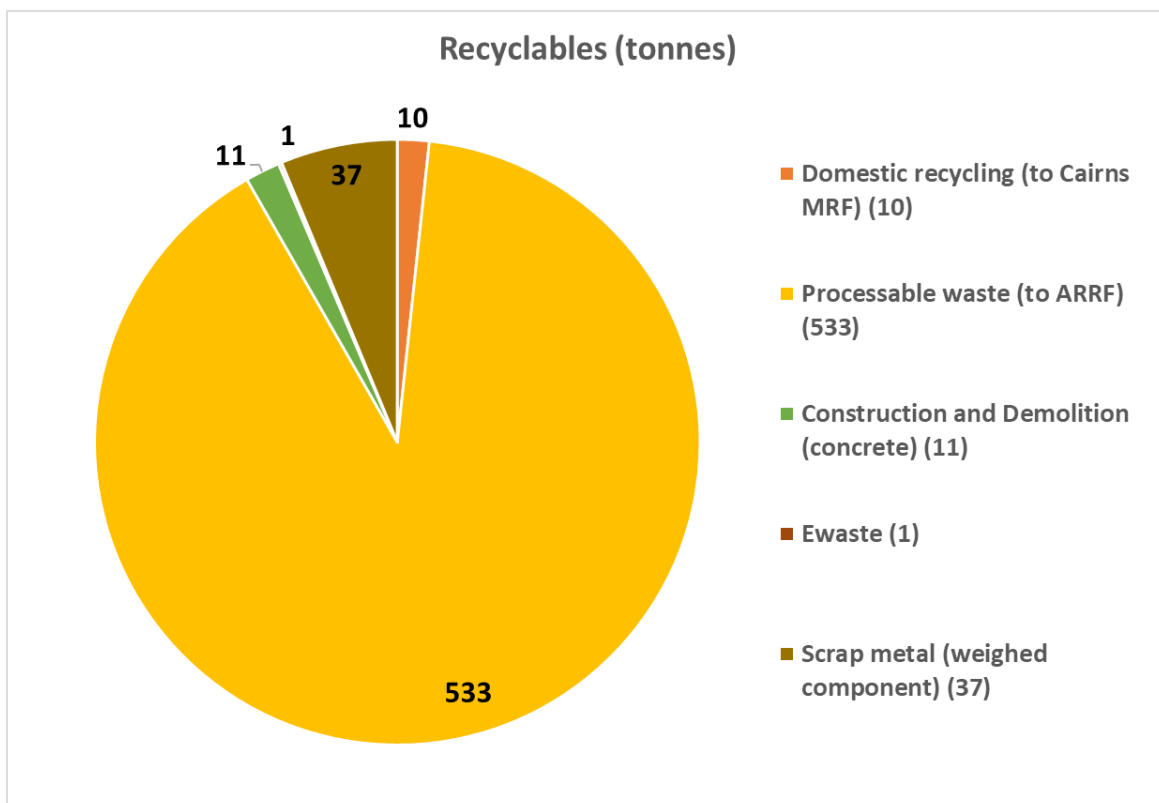
There is an ongoing capital project allocation for the renewal and refurbishment of water, wastewater and waste pump assets and the service reports are critical to identifying pump renewal and or refurbishment.

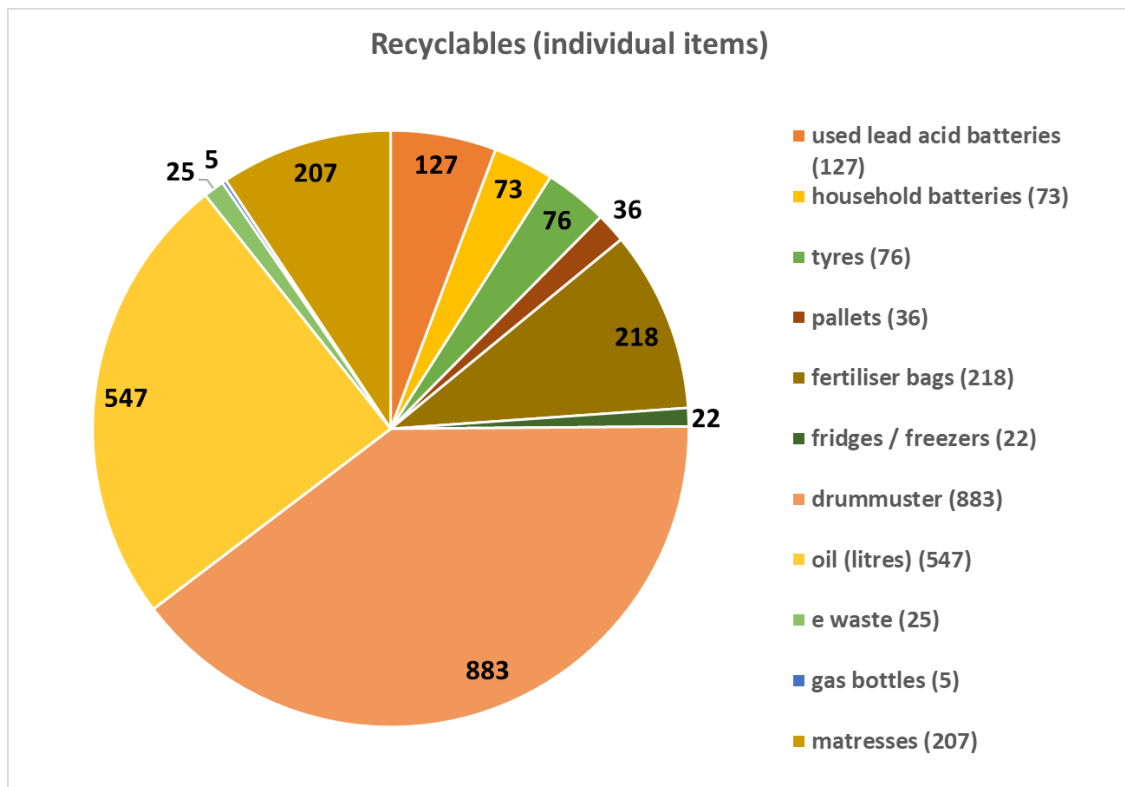
Waste Operations:

All transfer stations and Mareeba landfill are currently operational.

Recycling

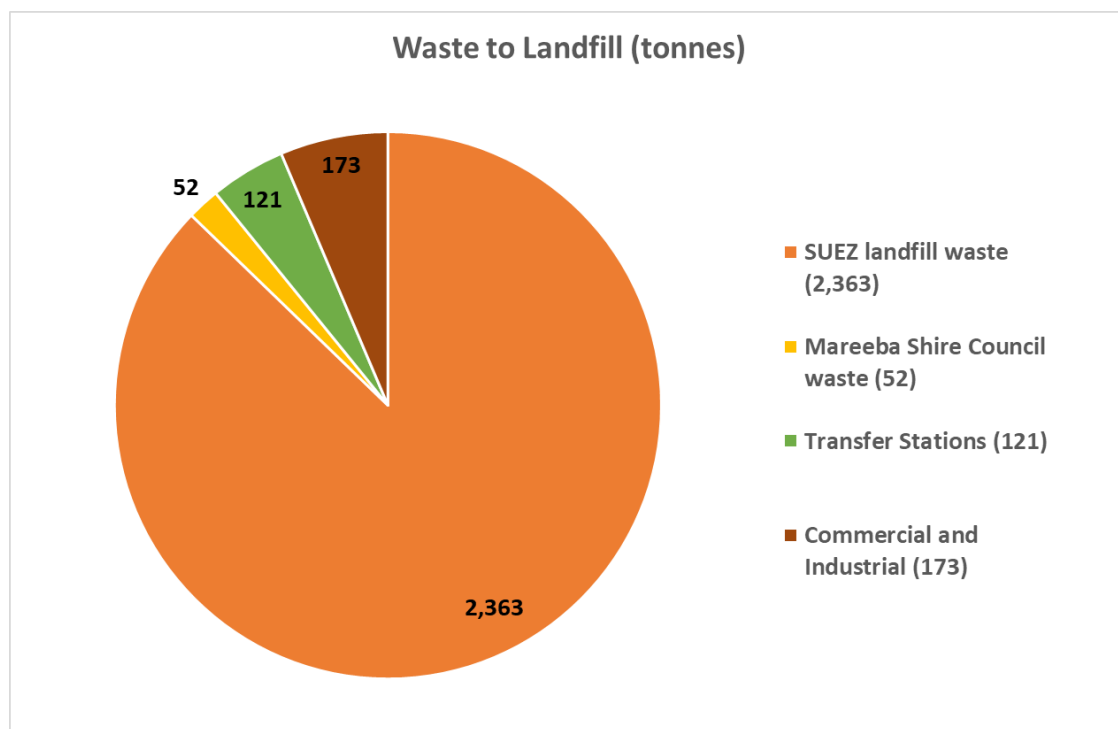
Waste material collected at each of the waste transfer stations are either deposited directly to the Mareeba landfill, recycled or transported to the SUEZ Advanced Resource Recovery Facility (ARRF) in Cairns for processing.





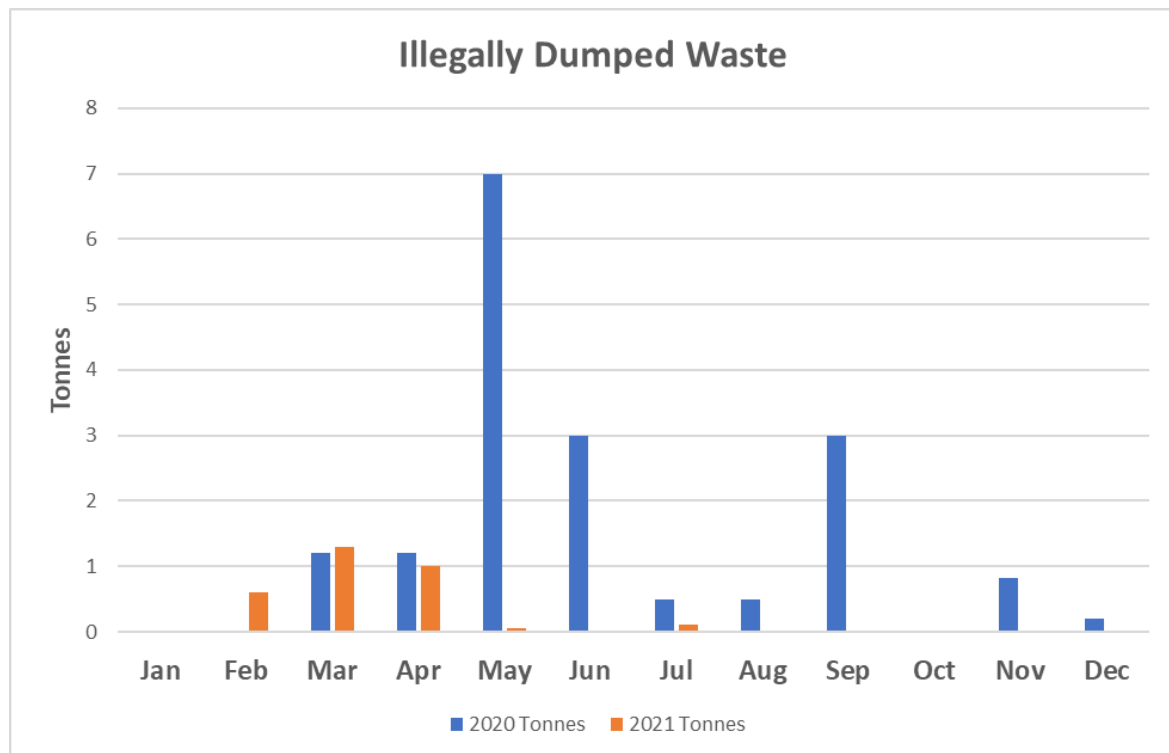
Waste to Mareeba Landfill

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



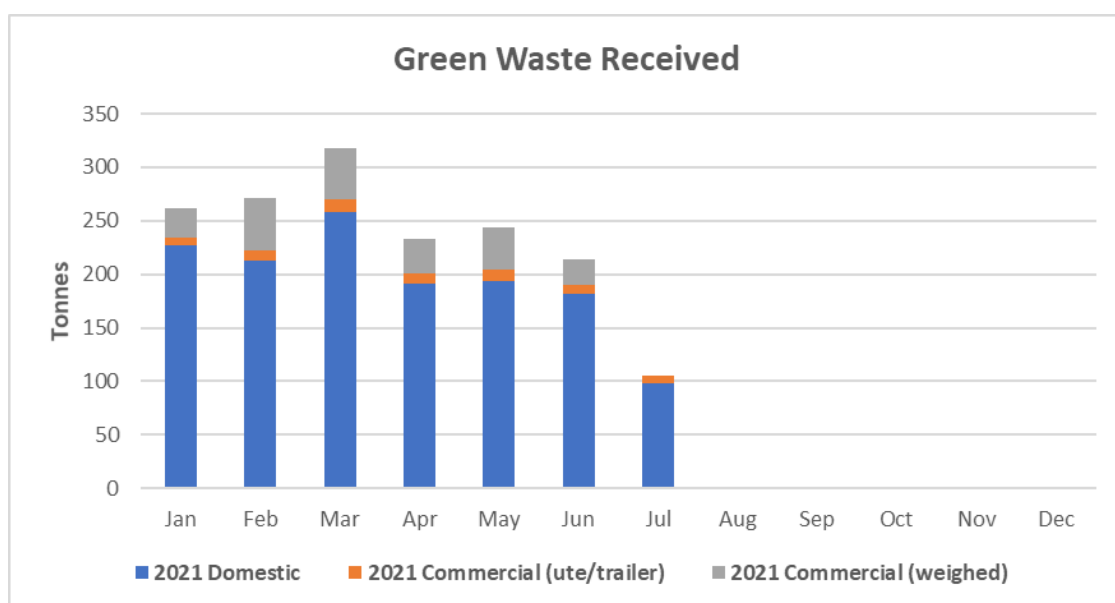
Illegally Dumped Waste

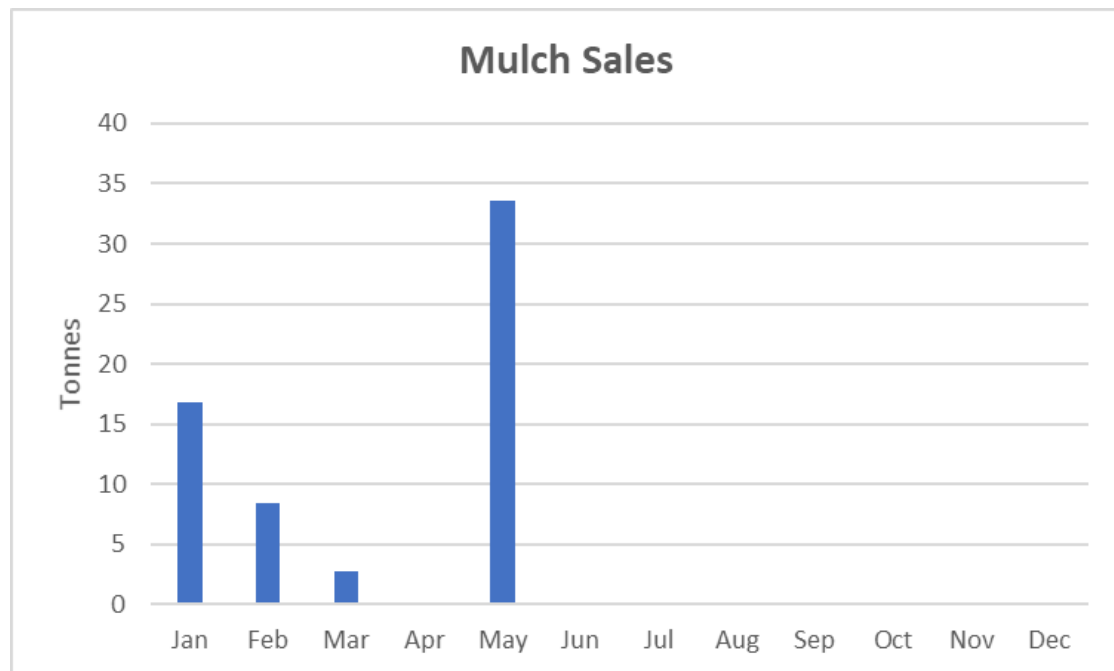
Council received three (3) illegally dumped tyres and one (1) load of illegally dumped green waste through Mareeba Waste Transfer Station during the month of July.



Green Waste

Council received a total of 105 tonnes of green waste in the month of July. No green waste was mulched and there were no mulch sales due to a fire in the mulch pile which occurred in early July.





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 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.

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.

9.8 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - JULY 2021**Date Prepared:** 5 August 2021**Author:** Manager Works**Attachments:** Nil**EXECUTIVE SUMMARY**

The purpose of this report is to summarise Council's Transport Infrastructure, Parks and Gardens, and Bridge operational activities undertaken by Infrastructure Services during the month of July 2021.

RECOMMENDATION

That Council receives the Infrastructure Services, Works Progress Report for the month of July 2021.

BACKGROUND**Transport Infrastructure**Road Maintenance Activities

Unsealed road maintenance grading continued throughout the Shire in July with the following roads being graded.

Area	
Western	Eastern
Mt Mulligan Road	Blacks Road
Bolwarra-Torwood Road*	Studt Road
Blackdown-Bulimba Road*	Keal Road
Strathleven Road	Keegan Road
Springfield Road	Mareeba Cemetery
	Horan Street
	Chisari Road
	Tabacum Road
	McBean Road
	Vallely Road
	Bilwon Road
	Shanty Creek Track

* Denotes roads that were started in May and have been on-going

Other activities during the month included the installation of pedestrian signs in Anzac Avenue, the removal of the non-enforceable "No Bike Riding" signs from Byrnes Street and the installation of litter signage in the Mareeba area. Culvert inlet and outlet cleaning, tree removal and road repairs in the Julatten, Mt Molloy and Mt Carbine areas and street cleaning and tree pruning were carried out in the Dimbulah, Mutchilba and Chillagoe areas.

Customer Requests

Since the beginning of 2021, the Works Group has received 1,337 Customer Requests (CRs) with 1,269 of these requests resolved. The table below shows the number of requests lodged per month and the number of requests that were resolved.

Month	CRs Lodged	CRs Resolved
January 2021	269	197
February 2021	202	229
March 2021	195	193
April 2021	192	172
May 2021	167	177
June 2021	168	147
July 2021	144	154
Total	1,337	1,269

At the time of reporting, the Works Group had 43 open (unresolved) requests.

Bridges and Major Culverts

Bridge maintenance and inspections were carried out on all bridges on Black Mountain Road in Kuranda and Kanervo Road at Koah.

Both the concrete and bridge crews were heavily involved in road maintenance and responding to customer requests during the month due to all MSC construction crews working on capital works projects outside Mareeba township.

TMR Third Party Works**TMR Contract Number CN-14155: Burke Developmental Road Re-sheet Ch 440.42 to Ch 443 and Ch 448.99 to Ch 468.94**

In March 2020, representatives of the Department of Transport and Main Roads (TMR) met with Council officers to discuss the re-sheeting of 22.53km of unsealed running surface on the Burke Developmental Road. Council's contract price was accepted on in August 2020, however, a lack of construction water forced the project to be postponed until July 2021.

Works commenced in mid-July 2021, with the carting of ridge gravel supplied from a commercially-owned gravel pit located at Browns Creek, Gamboola to the first section (Ch 440.42 to Ch 443). This section will require approximately 6,000 tonnes of Type 4.3 road base.

The mixing, laying and compacting operation will commence during the first week of August and it is expected to take eight (8) to nine (9) working days to complete the section.



Browns Pit Crushing Operation



Carting of Type 4.3 Road Base



Mixing and Laying Process



Completed Running Surface

TMR Routine Maintenance Performance Contract (RMPC)

Medium formation grading continued on the Burke Developmental Road west of Archies Creek.

In the eastern areas of the Shire, pipe and culvert inlets and outlets continued to be cleaned between Mareeba and Mt Molloy on the Mulligan Highway. Between Mt Molloy and Lakeland missing and damaged guideposts were repaired and replaced. On the Mossman-Mt Molloy Road pothole patching was undertaken. Signage repairs were carried out on the Mareeba-Dimbulah Road.

Parks and Open Spaces

Mareeba Parks and Gardens staff were assisting in capital works during July with the tidying of the gardens and repairing of irrigation at the Cedric Davies Community Hub in readiness for the official opening on 27 August.

The regular activities of mowing, pruning, hedging, street and footpath cleaning and servicing of Council amenities and litter bins continued throughout the month and gardening continued throughout the month.

The additional walking tracks in Kuranda have added approximately six (6) man hours per fortnight to the Kuranda Parks and Gardens team workload. As the weather becomes dryer this will increase to 12 man hours per fortnight.

Land Protection

Gamba Grass: A major outbreak of Gamba was located while Land Protection Officers were searching a property at Yalkula for Parthenium weed. The infestation had spread down into the bed and banks of the Little Mitchell River. The invasive grass was threatening to infest the entire Mitchell River system so a joint work program was initiated involving affected landowners, JAMARR volunteers and Council. The weedy paddocks were sprayed by the landowner while the grass in the river riparian was manually grubbed out and burnt. The incursion was detected early and another follow up treatment after the next wet season should see the weed eradicated.

Bellyache bush, Physic nut, Siam weed, Rubber vine: This strategically driven whole of river weed removal program continues. Council staff are assisted in the work by Biosecurity Qld local officers and affected landowners. Officers are working with the Department of Agriculture and Fisheries weed researchers who are developing biological control agents for some of these weeds.

Pond Apple: The Jum Rum Creek and its tributaries were once fully choked with pond Apple trees. The work undertaken by Council staff, Kuranda Envirocare, Kuranda Conservation and Biosecurity staff has seen the entire length of the creek system (27km) cleaned up over the past several years. Follow up searches and treatment over the next few years should see the catchment rid of this serious wet tropic weed.

Wild Dog Control: Eight (8) broad scale cattle properties on the Mitchell, Walsh, Lynd and Tate River catchments have been coordinated into groups and 1080 baiting programs initiated over an aggregated area of 680,470 hectares of range land grazing.



Pond Apple Infestation

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 2021/22 maintenance budgets.

LINK TO CORPORATE PLAN

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.

IMPLEMENTATION/COMMUNICATION

Nil

10 OFFICE OF THE CEO**10.1 COUNCILLOR ATTENDANCE AT LGAQ EVENTS**

Date Prepared: 22 July 2021
Author: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to obtain Council approval for the attendance of Councillors at the Local Government Association Queensland (LGAQ) Waste Forum to be held in Brisbane 28-29 September 2021 and the LGAQ Annual Conference to be held in Mackay 25-27 October 2021.

RECOMMENDATION

That Council:

1. approves the attendance of Crs Davies and Wyatt at the LGAQ Waste Forum to be held in Brisbane 28-29 September 2021; and
2. approves the attendance of Cr Mlikota at the LGAQ Annual Conference to be held in Mackay 25-27 October 2021.

BACKGROUND

The LGAQ Waste Forum has been convened to discuss the rapidly changing waste and recycling environment and the challenges and opportunities that this presents for Queensland councils to create a 'zero waste to landfill' future.

The LGAQ Annual Conference provides an important opportunity for councils to not only network and learn but also to debate and vote on new policy. The event doubles as the Association's AGM.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Yes

Is the expenditure noted above included in the current budget?

Yes

LINK TO CORPORATE PLAN

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.

IMPLEMENTATION/COMMUNICATION

N/A

10.2 LGAQ CONFERENCE MOTION

Date Prepared: 28 July 2021

Author: Chief Executive Officer

Attachments: 1. LGAQ Motion to Address Youth Crime [↓](#)

EXECUTIVE SUMMARY

Managing and dealing with Youth crime is a State Function. While the occurrence of this has dramatically increased in Mareeba in recent times it has also increased across the State and it is proposed that a motion be put to the LGAQ annual conference in October to the effect that the LGAQ requests the State Government to make the appropriate legislative changes and take steps to urgently address the growing problem of youth crime and anti-social behaviour in our communities.

RECOMMENDATION

That Council submits the attached motion to the LGAQ for consideration at its Annual Conference.

BACKGROUND

There is a marked increase in the levels and frequency of youth crime in our community and across the state. This is having a massive impact on our communities causing fear and division, and certainly resulting in unnecessary financial burdens dealing with the impacts of crime.

The various State agencies are doing what they can to address the issue they are severely limited in the actions they can take. While a relatively small number of youth are committing most of the crime, the consequences to offenders are minimal and serve as no deterrent to the offenders and community impacts are significant.

We recognise that often the young people involved are some of the most disadvantaged in our communities. The agencies who are charged with addressing the underlying causes are also limited by legislation and funding.

The Government's 5 point plan, while well intended, lacks teeth and needs to be reviewed as we are not seeing the necessary positive outcomes.

Councils are best placed to comment on what is happening in their backyard and, through LGAQ, have an opportunity and a responsibility to help guide the State's Social Agenda by demanding Legislative reform and to be involved in this reform which guarantees a safer community.

As a result Council would like to see;

1. That the State increase the penalties and consequences for criminal acts by youth offenders and potentially guardians.
2. That the State introduce legislation and increases funding that
 - A) allows state and community service agencies to provide targeted intensive support to identified families where there is a lack of parental care or threat, that reinforces parental responsibilities to enable children to feel safe and cared for by their family.

B) Reinforces and supports parents to provide adequate care for children/youth and provide mechanisms to deal with those parents who cannot or will not

3. That the State provides additional funding to agencies to provide support and facilities where youth can be safely housed and provided guidance and help for those situations when living at home is not a safe option. This includes education and trade skill opportunities

4. That the State engages with Councils, via the LGAQ on how addressing these issues.

RISK IMPLICATIONS

Nil.

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS

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.

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

IMPLEMENTATION/COMMUNICATION

The proposed motion be submitted to the LGAQ.

Motion

That the LGAQ requests the State Government to make the appropriate legislative changes and take steps to urgently address the growing problem of youth crime and anti-social behaviour in our communities.

Background (350 word limit)

There is a marked increase in the levels and frequency of youth crime in our community and across the state. This is having a massive impact on our communities causing fear and division, and certainly resulting in unnecessary financial burdens dealing with the impacts of crime.

The various State agencies are doing what they can to address the issue they are severely limited in the actions they can take. While a relatively small number of youth are committing most of the crime, the consequences to offenders are minimal and serve as no deterrent to the offenders and community impacts are significant.

We recognise that often the young people involved are some of the most disadvantaged in our communities. The agencies who are charged with addressing the underlying causes are also limited by legislation and funding.

The Government's 5 point plan, while well intended, lacks teeth and needs to be reviewed as we are not seeing the necessary positive outcomes.

Councils are best placed to comment on what is happening in their backyard and, through LGAQ, have an opportunity and a responsibility to help guide the State's Social Agenda by demanding Legislative reform and to be involved in this reform which guarantees a safer community.

Desired Outcome (350 word limit)

1. That the State increase the penalties and consequences for criminal acts by youth offenders and potentially guardians.
2. That the State introduce legislation and increases funding that
 - A) allows state and community service agencies to provide targeted intensive support to identified families where there is a lack of parental care or threat, that reinforces parental responsibilities to enable children to feel safe and cared for by their family.
 - B) Reinforces and supports parents to provide adequate care for children/youth and provide mechanisms to deal with those parents who cannot or will not
3. That the State provides additional funding to agencies to provide support and facilities where youth can be safely housed and provided guidance and help for those situations when living at home is not a safe option. This includes education and trade skill opportunities
4. That the State engages with Councils, via the LGAQ on how addressing these issues.

10.3 ENDORSEMENT OF MAREEBA LOCAL DISASTER MANAGEMENT PLAN

Date Prepared: 10 August 2021

Author: Chief Executive Officer

Attachments: 1. Mareeba Local Disaster Management Plan 2021/22 [↓](#)

EXECUTIVE SUMMARY

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

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

The plan was endorsed by the Mareeba Local Disaster Management Group on 28 June 2021.

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

RECOMMENDATION

That Council endorses the Mareeba Local Disaster Management Plan.

BACKGROUND

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

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

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

RISK IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LINK TO CORPORATE PLAN

Governance: Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance while delivering affordable levels of identified services within the Shire.

IMPLEMENTATION/COMMUNICATION

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



MAREEBA LOCAL DISASTER MANAGEMENT PLAN 2021/22



Mareeba Local Disaster Management Plan 2020/21

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FOREWORD

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

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

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

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



CR ANGELA TOPPIN
MAYOR

Mareeba Local Disaster Management Plan 2020/21

ENDORSEMENT**Mareeba Shire Council**

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

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

The plan was endorsed by Mareeba Shire Council on 18 August 2021.

Mareeba Local Disaster Management Group

The plan was endorsed by the Mareeba Local Disaster Management Group on 28 June 2021.



28/06/2021

Cr Angela Toppin
Mayor
Chairperson Mareeba Local Disaster
Management Group



28/06/2021

Peter Franks
Chief Executive Officer
Mareeba Local Disaster Coordinator

Mareeba Local Disaster Management Plan 2020/21

PART 1: ADMINISTRATION AND GOVERNANCE**Amendments and Version Control**

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

Indicative Timeframes for review:

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

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

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

info@msc.qld.gov.au

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

Amendment register

Version	Date	Comment
1.00	July 2014	Plan developed and endorsed post deamalgamation
2.00	July 2020	Complete review and revision incorporating 2018 Queensland State Disaster Management Plan (endorsed by Council 16/09/2020)
2.01	May 2021	Complete review and revision

Mareeba Local Disaster Management Plan 2020/21

Distribution

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

Authority to plan

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

Responsibilities

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

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

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

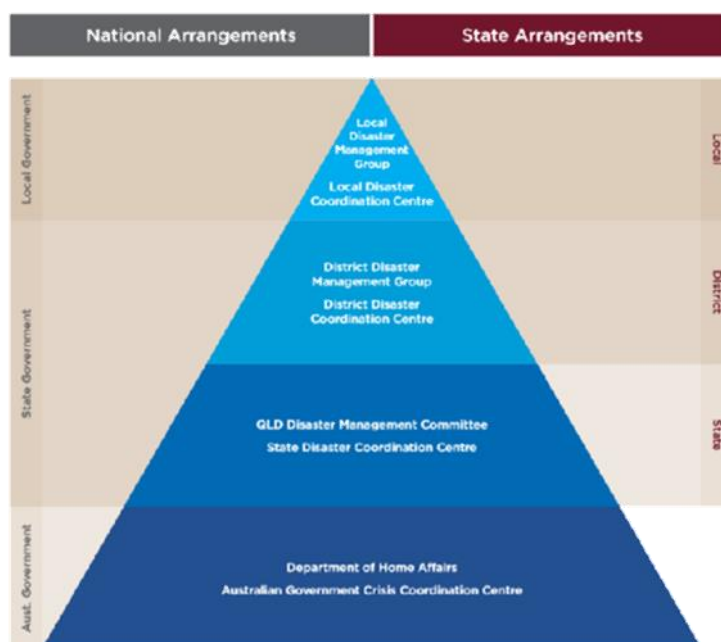
Queensland's Disaster Management Arrangements

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

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

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

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

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Purpose of the Plan

The purpose of the LDMP is to:

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

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

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

Structure of the Plan

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

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

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

Objective of the Plan

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

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

The strategies for the four phases are as follows:

Prevention

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

Preparedness

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

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Response

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

Recovery

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

Emergency Management Assurance Framework

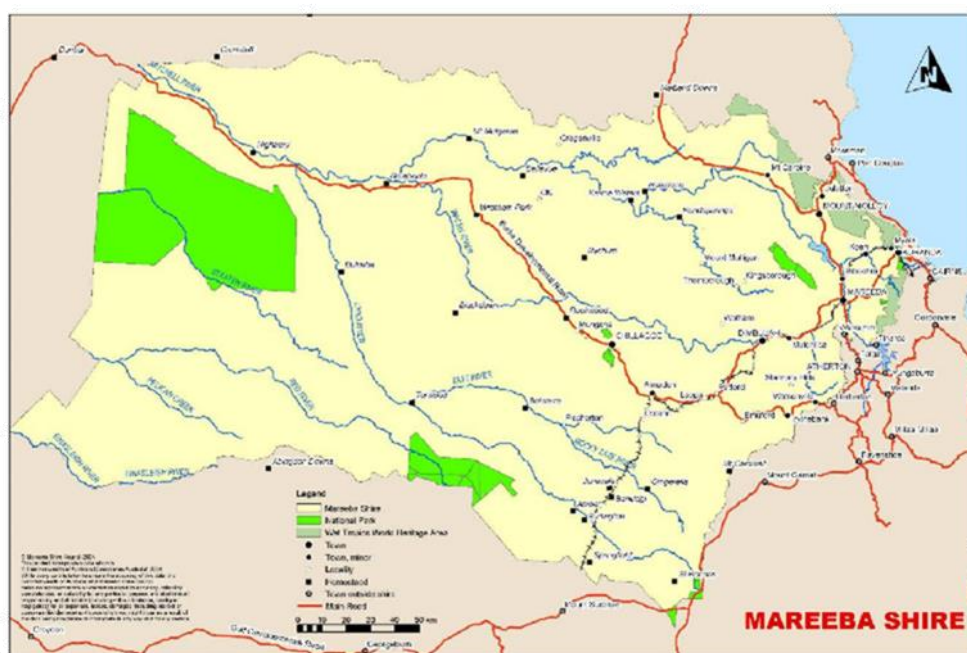
The Inspector-General of Emergency Management has issued a standard pursuant to section 16N of the Act. This is referred to as the Emergency Management Assurance Framework (EMAF).

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

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

Scope

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



Mareeba Local Disaster Management Plan 2020/21

PART 2: MAREEBA LOCAL DISASTER MANAGEMENT GROUP

Establishment

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

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

Functions

The functions of the LDMG are:

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

LDMG Membership

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

Chairperson

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

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

- manage and coordinate the business of the group

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

Deputy Chairperson

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

Local Disaster Coordinator

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

The Manager Technical Services is appointed as the Deputy LDC.

The LDC has the following functions:

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

Core Membership

The core membership of the LDMG is detailed below:

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

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

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

The permanently appointed advisors are listed below:

Organisation	LDMG Position	Organisational Role
Ergon	Advisor	Area Manager
Telstra	Advisor	Area General Manager
Sunwater	Advisor	Area General Manager
Department Education	Advisor	Education Advisor
Department of Communities, Housing and Digital Economy	Advisor	Area Manager

Invitees and observers

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

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

Sub-groups and working groups

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

Activation

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

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

Business-as-usual arrangements

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

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General organisational roles and responsibilities

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

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

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

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

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

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

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

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

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Queensland Fire and
Emergency Services

Queensland Fire and Emergency Services

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

Fire and Rescue Service and Rural Fire Service

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

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

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

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

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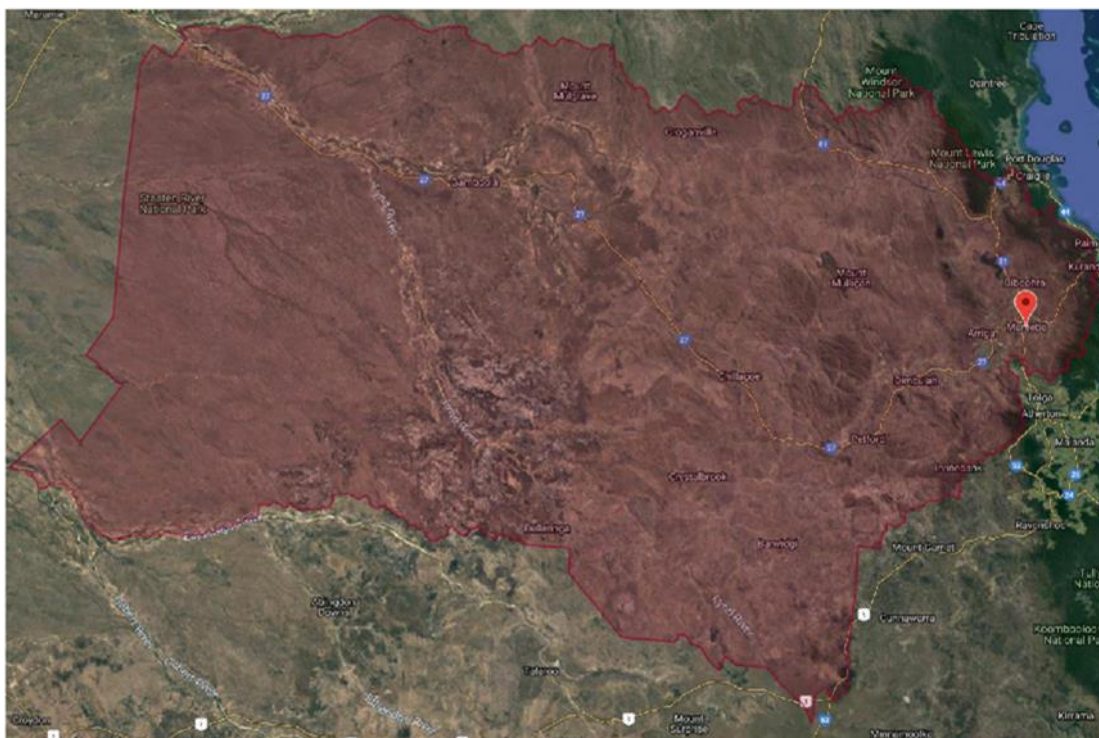
PART 3: DISASTER RISK ASSESSMENT

Community Context

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

Geography

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



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

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

Climate and Weather

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

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

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Population

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

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

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

Our Age

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

Where We Come From

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

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

Our Education

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

Disability

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

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Linguistic diversity

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

What we do

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

Cultural Diversity

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

Vulnerable populations

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

Social Support Infrastructure

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

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

Community Preparedness & Capacity

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

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

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Critical Infrastructure**Transportation - Road System**

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

The major road transport routes are:

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

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

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

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

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

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

Transportation - Railway

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

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

Transportation - Airfields

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

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

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

Wastewater network

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

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

Electrical network

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

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

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

Water Supply

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

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

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

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

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

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

Buildings

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

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

Medical Facilities

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

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

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

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

Hazards

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

Bushfire

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

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

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

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

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

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

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

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

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

Cyclones

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

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

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

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

Severe Storms

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

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

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

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

Flooding

Flooding is defined as:

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

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

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

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

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

Dams

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

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

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

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

Epidemics/pandemics (human-related)

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

The outbreak of an infectious disease within the human population could cause the normal response systems within the community to be overwhelmed. It could involve isolation and the quarantine of large numbers of people for a protracted period. Business continuity of LDMG member agencies may be challenged and capacity to respond may be impacted.

Exotic animal and plant diseases

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

A biosecurity event is one:

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

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

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

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

Heatwaves

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

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

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

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

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

Earthquakes

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

Terrorism

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

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

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The National Terrorism Threat Advisory System has a five-level scale that is intended to provide advice about the likelihood of an act of terrorism occurring in Australia. When the threat level changes, the Australian Government provides advice on what the threat level means, where the threat is coming from, potential targets and how a terrorist act may be carried out.

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

Major Infrastructure Failure

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

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

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

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

Risk analysis

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

consequence x likelihood = risk level

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

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

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

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PART 4: PREVENTION

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

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

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

Examples of mitigation strategies include:

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

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

Queensland Government prevention roles and responsibilities

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

Land Use Planning

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

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

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

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

Hazard reduction programs

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

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

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

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

Building codes, regulations and standards

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

Insurance

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

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

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

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More information is available at [Understandinsurance.com.au](https://www.understandinsurance.com.au).

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

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

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PART 5: PREPAREDNESS

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

Examples of preparedness activities include:

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

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

Response capability

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

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

Training

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

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

Exercises

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

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

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

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

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

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

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

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

Evaluating the exercise

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

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

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

Post-event review

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

Post-event reviews are conducted to:

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

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

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

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

Preparedness notification and dissemination

Bureau of Meteorology

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

Emergency Management Dashboard

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

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

Early Warning Network

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

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

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

LDMG and member organisation responsibilities

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

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

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Emergency planning

Local Disaster Management Plan principles

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

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

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

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

Primary and lead agency plans

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

Community emergency plans

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

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

info@msc.qld.gov.au

Community awareness and education

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

Examples of this operating locally within Mareeba Shire are:

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

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

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

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

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

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

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

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

Community education

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

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

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

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PART 6: RESPONSE

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

Emergency response and the Local Disaster Management Group

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

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

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

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

Activation levels for response arrangements

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

There are four activation levels. They are:

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

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

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

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

Local Disaster Coordination Centre

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

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

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

Emergency warning notification and dissemination

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

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

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

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

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

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Family, friends and neighbours

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

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

Social media, websites and notification services

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

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

Emergency Alert

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

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

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

Standard Emergency Warning Signal (SEWS)

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

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

Mainstream media (radio, television and newspapers)

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

Public information and media management

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

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

Consideration of the following should occur:

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

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

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

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

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

Coordination and capability support

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

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

Impact assessment

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

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

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

There are two basic types of impact assessment:

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

Post-impact assessment

There are two types of post-impact assessment:

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Rapid damage assessments (RDA)

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

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

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

Comprehensive damage assessment (CDA)

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

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

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

Needs assessment

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

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Financial management

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

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

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

Disaster financial assistance arrangements

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

Disaster Recovery Funding Arrangements (DRFA)

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

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

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

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

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

State Disaster Relief Arrangements (SDRA)

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

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

Logistics management

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

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

Disaster declaration

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

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

In declaring a disaster situation:

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

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

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

Resupply

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

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

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

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

Emergency supply

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

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

Before requesting emergency supply:

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

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

Accessing support and allocating resources

Requests for support may come from lead agencies, supporting agencies or the community. These requests must be registered and acted on in accordance with the standard operating procedures for Council's LDCC.

The LDC may request assistance from local agencies, businesses and community groups for additional resources.

The LDMG will maintain regular communications with the DDMG, to coordinate the actions and resources required to respond and recover from the impact of disaster events. It will also maintain communication with local governments that share a boundary with the area.

Any requests for assistance that cannot be met within local resources will be submitted to the District Disaster Coordinator. The LDMG Chairperson or the LDC must endorse these requests.

If the request for assistance cannot be actioned by the District Disaster Coordinator, the will request will be forwarded to the Chairperson of the State Disaster Coordination Centre.

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Hazard-specific arrangements

Primary (hazard-specific) agency

A primary agency is the organisation in control of the management of a specific threat. 'Control' relates to managing what should be done, when and by whom. Control operates horizontally across agencies that are contributing to the management of the particular hazard.

For example, during a bushfire threat, the QFES is the primary agency. It will control all agencies that are contributing to management of the bushfire. This includes giving directions and tasks to supporting agencies, allowing access into various zones and/or determining the need for evacuation.

Primary agency status is usually bestowed by legislation, common law, regulations, state plans or by agreement of the LDMG.

Functional arrangements

Lead (function) agencies

A functional lead agency is the organisation in control of the management of a specific function. For example, when an evacuation centre is required, Council is the functional lead agency and will control all agencies that are contributing to the management of the evacuation centre. This includes giving directions and tasks to supporting agencies, and opening and allowing access to centres.

A functional lead agency will be supported by other agencies that have agreed roles in the delivery of the disaster management function. For example, in the management of evacuation shelters/emergency shelters, the Council is assisted by a number of agencies such as the Australian Red Cross, the Queensland Police Service and the State Emergency Service.

Functional lead agency status is usually bestowed by legislation, common law, regulations, state plans or by agreement of the LDMG.

General arrangements related to primary and lead agencies

Coordination of primary and lead agencies

During a disaster, a number of primary and lead agencies may be in operation at the same time. For example, a disaster may involve the management of a number of threats and the delivery of a number of disaster management functions (such as evacuation centre management or public health).

The LDMG's role in coordination is to ensure primary, lead and support agencies have the resources and information needed to carry out their agreed roles.

Coordination operates horizontally across agencies, but does not extend to the control of threats or functions, or to the command of agency resources.

Primary and lead support agencies

Members of the LDMG agree to support other organisations through the provision of mutual aid. A support agency assists the primary or lead agency in the delivery of their objectives.

While under the control of a primary or lead agency, support agencies retain responsibility for commanding their resources and ensuring that their own standard operating procedures are correctly implemented.

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Primary (hazard-specific) agencies

Hazard	Primary agency	Other related plans (excluding sub-plans)
Air crash	Queensland Police Service	<ul style="list-style-type: none"> Nil
Animal or plant disease	Department of Agriculture and Fisheries	<ul style="list-style-type: none"> Queensland Veterinary Emergency Plan Australian Aquatic Veterinary Emergency Plan (AQUAVETPLAN) Australian Veterinary Emergency Plan (AUSVETPLAN) Australian Emergency Plant Pest Response Plan (PLANTPLAN) Biosecurity Emergency Operations Manual (BEOM)
Biological (human related) Communicable disease Radiological	Cairns Hinterland Hospital and Health Service	<ul style="list-style-type: none"> Queensland Pandemic Influenza Plan National Action Plan for Influenza Pandemic State of Queensland Multi-Agency Response to Chemical, Biological and Radiological Incidents
Earthquake and landslip	Mareeba Shire Council	<ul style="list-style-type: none"> Dam Safety Emergency Action Plans
Fire - structure or bushfire	Queensland Fire and Emergency Services	<ul style="list-style-type: none"> Fire Mitigation Plan
Flood, storm, cyclone or severe weather	Mareeba Shire Council	<ul style="list-style-type: none"> Lake Tinaroo Emergency Action Plan
Hazardous material/s incident	Queensland Fire and Emergency Services	<ul style="list-style-type: none"> State of Queensland Multi-Agency Response to Chemical, Biological and Radiological Incidents
Heatwave	Cairns Hinterland Hospital and Health Service	<ul style="list-style-type: none"> Heatwave Response Plan
Rail crash	Queensland Police Service	<ul style="list-style-type: none"> Nil
Road crash	Queensland Police Service	<ul style="list-style-type: none"> Nil
Terrorism	Queensland Police Service	<ul style="list-style-type: none"> Queensland Counter-Terrorism Plan National Counter-Terrorism Plan

Functional Lead Agencies

Function	Lead Agency	Other related plans (excluding sub plans)
Animal rescue	Queensland Fire and Emergency Services	<ul style="list-style-type: none"> Nil
Communications	Mareeba Shire Council	<ul style="list-style-type: none"> Nil
Community support	Initial response: Mareeba Shire Council Followed by: Department of Communities, Child Safety and Disability Services	<ul style="list-style-type: none"> Far Northern and Innisfail Districts Human and Social Recovery Plan

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Electrical, fuel and gas supply	Department of Energy and Water Supply	<ul style="list-style-type: none"> • Nil
Emergency Supply	Queensland Fire and Emergency Services	<ul style="list-style-type: none"> • Nil
Evacuation	Voluntary: Mareeba Shire Council Directed and/or mass scale: Queensland Police Service	<ul style="list-style-type: none"> • Queensland Evacuation Guidelines
Evacuation centre management	Mareeba Shire Council	<ul style="list-style-type: none"> • Australian Red Cross Preferred Sheltering Practices Evacuation Centre Field Guide • Evacuation Centre Planning and Operational Considerations COVID-19
Impact and damage assessment	Mareeba Shire Council	<ul style="list-style-type: none"> • Nil
Mass casualty	Cairns Hinterland Hospital and Health Service	<ul style="list-style-type: none"> • Nil
Public information and warnings	Public Information: Mareeba Shire Council Public Safety Business Agency Warnings: Mareeba Shire Council Queensland Fire and Emergency Services on advice from the primary agency	<ul style="list-style-type: none"> • Emergency Alert Guidelines • Standard Emergency Warning Signal (SEWS) Guidelines
Resupply	Mareeba Shire Council	<ul style="list-style-type: none"> • Queensland Resupply Guidelines
Search and/or rescue	Queensland Police Service	<ul style="list-style-type: none"> • Intergovernmental Agreement • The National Search and Rescue Manual
Transport	Department of Transport and Main Roads	<ul style="list-style-type: none"> • Nil

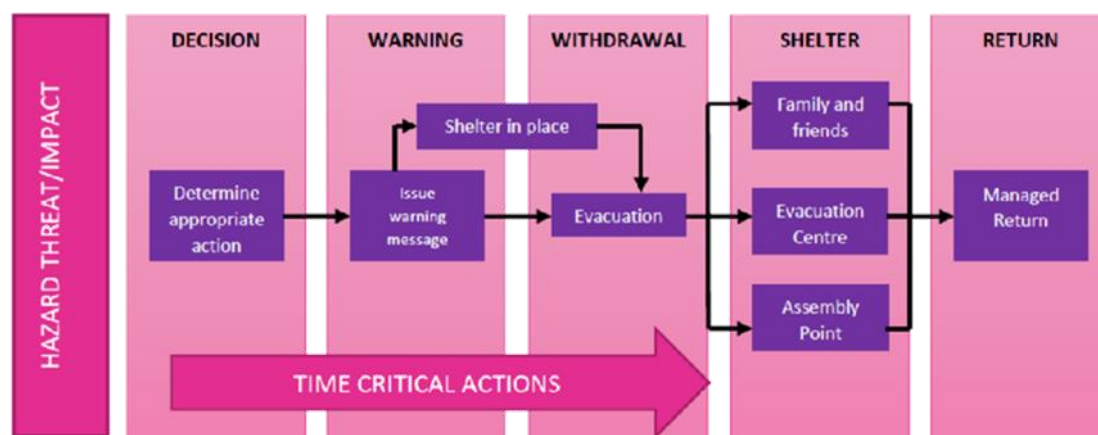
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PART 7: RELIEF

Relief is a transitional phase that occurs during both response and short-term recovery operations. It is defined as 'the effort to meet the immediate needs of persons affected by a disaster, to minimise further loss through the provision of immediate shelter and life support.'

Evacuation Centres

The primary reason for an evacuation is the preservation of life. The process of evacuation is managed through the response phase and follows a defined process with five stages:



Evacuation centres are opened to meet an immediate need for those with no other option, in order to preserve life, wellbeing and safety. They should not be the primary source of shelter or relocation.

Evacuation centres abide for the Australian Red Cross Preferred Emergency Sheltering Practices, which provide for:

- One toilet for every 20-50 people
- 1.2m² - 5m² of floor space per evacuee
- One shower for every 30 to 50 people

Preferred evacuation solutions for community members to consider—in priority order—are:

1. A destination of the person's choosing (for example, with family, friends or neighbours)
2. Established accommodation (for example, a hotel, motel or caravan park)
3. Evacuation centre.

It is important to note that Mareeba LDMG does not have a cyclone shelter facility and that in the event of a cyclone evacuation centres would only be opened after the threat of the cyclone has passed. There is a Last Place of Resort Refuge, however this can only house 160 people and would only be opened if essential to preserving life to displaced persons.

Donating to affected people

Council and the Queensland Government have partnered with GIVIT to manage all offers of donated goods and services (including corporate offers of assistance) following Queensland disasters.

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Affected people register with GIVIT detailing what their needs are. GIVIT then matches these needs with goods currently being donated. This eliminates the need for organisations to store and sort unexpected donations.

GIVIT also accept donations of money. 100% of funds received by GIVIT during a disaster are spent on urgently needed items. Wherever possible, the items are purchased from businesses in the disaster-affected area to assist recovery of the local economy.

To donate, visit Givit.org.au

Volunteering

The desire to help disaster victims is an indication of the health of the community.

The best way a person can start their volunteering is to find out if family, friends and neighbours need assistance. This should always be done under their direction and with their consent.

It is also imperative that volunteers act safely. WorkCover Queensland provides guidance on how to be safe. For more information, visit Worksafe.qld.gov.au/injury-prevention-safety/workplace-hazards/dangers-in-your-workplace/storms-and-floods.

After assisting family, friends and neighbours, all volunteers should register with Volunteering Queensland's Emergency Volunteer Service by visiting Emergencyvolunteering.com.au/qld or phoning 1800 994 100. They will then be contacted if additional volunteers with their skills are required.

Isolated communities

Communities that become physically isolated, particularly due to flooded roads, have been identified during the risk management process. These communities do not necessarily require evacuation, but additional support may be needed to help people stay in their homes. Occupants of areas known to become isolated are strongly encouraged to plan for periods without access to food and essential household items.

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PART 8: RECOVERY

Recovery is 'the coordinated process of supporting affected communities, families and individuals in the reconstruction of the built environment and the restoration of their emotional, social and economic wellbeing, as well as the natural environment.'

Queensland has adopted nationally established principles for recovery that recognise that successful recovery relies on:

- understanding the context
- recognising complexity
- using community-led approaches
- ensuring coordination of all activities
- employing effective communication
- acknowledging and building capacity

Recovery is also defined under the Disaster Management Act 2003 as:

a) Providing relief measures to assist persons affected by the disaster who do not have the resources to provide for

their own financial and economic wellbeing.

b) Restoring essential infrastructure in the area or areas affected by the disaster.

c) Restoring the environment in areas affected by the disaster.

d) Providing health care to persons affected by the disaster, including temporary hospital accommodation.

Phases of recovery

Recovery is undertaken across three phases. These phases are contained in the Queensland Recovery Plan and are summarised below.

Phase 1 – Post impact and early recovery

Includes: Immediate short-term recovery

This phase occurs at the same time as response. It involves addressing and supporting the immediate needs of individuals, businesses and the community affected by the event. In this phase, the objectives are to understand the effect of the event, and to begin planning to support response and recovery.

Phase 2 – Recovery and restoration

Includes: Medium-term recovery

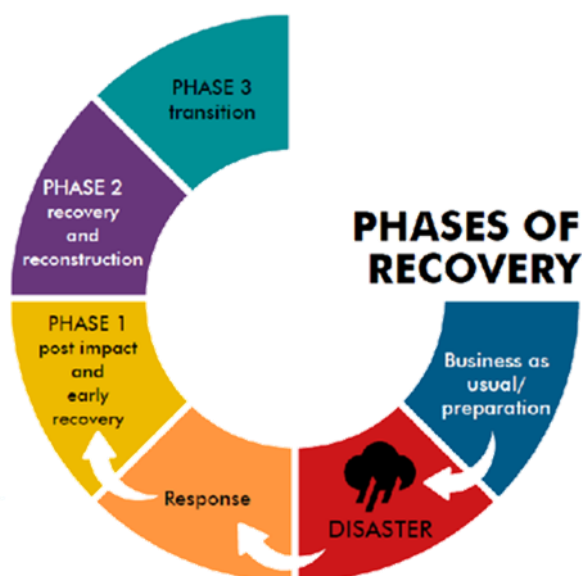
In the recovery and restoration phase, methodical steps are taken to reconstruct and enhance all disaster-affected communities, functions and infrastructure.

Phase 3 – Transition

Includes: Long-term recovery

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In the transition phase, recovery and reconstruction is progressively handed over to agencies or organisations - including government, community-based or industry-led sectors. This phase ends when all recovery and reconstruction responsibilities are back to being managed as business as usual.



Functions of Recovery

Effective recovery requires an integrated, multi-disciplinary approach to analysing needs, engaging the community, and planning. Recovery is a complex and potentially protracted process. To help coordinate this, it is grouped into five functions. These often overlap, and recovery arrangements must reflect the interrelationship between them.



Economic recovery includes:

- renewal and growth of
 - the micro economy (within the affected area) and the macro economy (overall economic activity of the state)
 - individual and household entities (for example, employment, income and insurance claims), private and government business enterprises, and industry
 - assets, production and flow of goods and services capacity for the export of goods and services from the affected region

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- securing the confidence of overseas markets.

Roads and transport recovery includes repairing and reconstructing roads and transport systems.

Human and social recovery includes addressing:

- personal support and information
- physical and emotional health
- psychological, spiritual, cultural and social wellbeing
- public safety and education
- temporary accommodation
- financial assistance to meet immediate individual needs
- uninsured household loss and damage.

Building recovery includes:

- repairing and reconstructing
 - residential and public buildings
 - commercial, industrial and rural buildings and structures
 - government structures
 - utility structures, systems and services (water, sewage, energy and communications)
 - other essential services
- dam safety.

Environment, (or natural environment) recovery includes:

- restoration and regeneration of
 - biodiversity (species and plants) and ecosystems
 - natural resources
 - environmental infrastructure
 - amenity/aesthetics (for example, scenic lookouts)
 - culturally significant sites and heritage structures
- management of environmental health, waste, contamination and pollution, and hazardous materials.

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Queensland Government Responsibilities

Functional Recovery Group	Economic	Roads and Transport	Human and Social	Building	Environment
Chair/Lead Agency	Director-General State Development	Director-General Transport and Main Roads	Director-General Communities, Child Safety and Disability Services	Director-General Housing and Public Works	Director-General Environment and Heritage Protection
Roles and Responsibilities	Provide strategic advice to the Queensland Government and relevant stakeholders on the economic impacts of an event and the proposed methods to advance economic recovery.	Coordinate the efficient and effective delivery of road and transport recovery activities.	Lead and coordinate planning and implementation of the Human and Social recovery function in Queensland.	Coordinate efficient and effective information exchange, issues identification and resolution between state agencies, local government, building industry and insurance providers.	Lead and coordinate the planning and implementation of the environmental function of recovery in Queensland.
Key Tasks	Liaise with affected stakeholders and local governments, identify and address issues and risks, and measure the ongoing economic impacts and rate of recovery. Monitor the impacts on the affected area's economic viability and develop strategies to minimise the effects on individuals and businesses (as required). Facilitate linkages with job providers and employment agencies to source labour, re-establish supply chains and undertake joint marketing activities (as required).	Identify isolated communities and assign prioritised resources for recovery works. Develop regional reconstruction projects and activities in collaboration with stakeholders. Develop implementation plans for recovery and reconstruction. Develop, review and submit Disaster Relief Funding Arrangements (DRFA) submissions for approval. Implement recovery and reconstruction plans, including monitoring and reporting.	Support local and district disaster management groups. Administer the Personal Hardship Assistance Program. Establish multi-agency recovery hubs. Provide Social Service system navigation. Provide case coordination for vulnerable people and uninsured rebuilds. Purchase extraordinary relief and recovery services if required.	Facilitate temporary accommodation solutions for displaced people. Provide assistance/ advice to support repair and restoration of state-owned public buildings. Facilitate the coordination of building safety inspections. Provide building advice and information to support community recovery. Provide advice to the building industry supply chain.	Manage environmental risk associated with recovery activities. Repair critical flood monitoring infrastructure. Monitor discharges from impacted mine sites. Repair infrastructure on the protected area estate (national parks and state forests). Manage rural and bushfire hazard mitigation on the protected area estate and unallocated state land. Facilitate repair of heritage listed places.

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The service components of each of the five functions are not necessarily delivered by the lead agency. The lead agency works with multiple private and public sector partners who deal directly with the community and individual families and businesses to achieve recovery.

While these five functions provide the framework for the recovery structure, the final structure depends upon the nature and consequences of an event. For example, events such as cyclones may cause large-scale damage to housing and the built environment and may require more emphasis on infrastructure recovery. Other events, such as pandemics, may require more emphasis on the human-social aspects of recovery.

The LDMG encourages an all-agencies approach to recovery. This involves identifying a range of organisations to support the lead functional agency and the LDMG in implementing an effective recovery over the short-, medium- and long term.

10.4 EXPRESSION OF INTEREST FOR REPRESENTATIVES FOR THE WHEELBARROW RACE ADVISORY COMMITTEE

Date Prepared: 11 August 2021
Author: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

This report is to recommend to Council that it issues an Expression Of Interest (EOI) from interested members of the community to serve on the Wheelbarrow Race Advisory Committee following the resignation of three members of the Committee.

RECOMMENDATION

That Council;

1. calls for Expressions of Interest from interested members of the community to serve on the Wheelbarrow Race Advisory Committee; and
2. thanks the members who have resigned for their service.

BACKGROUND

Due to a number of reasons three (3) Committee members have resigned from their positions on the Advisory Committee. For the Committee to begin preparations for next year's race a full complement of members on the committee is required.

In terms of the Wheelbarrow Race Advisory Committee Charter, Expressions of Interest (EOI) from interested members of the community should be called and then considered by Council.

As the current committee was appointed in October 2020 for a period of four (4) years with an option to extend for one (1) year. Any new members would be appointed to the same end date.

RISK IMPLICATIONS

Nil

LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS***Capital***

Nil

Operating

Nil

LINK TO CORPORATE PLAN

Community: An informed and engaged community which supports and encourages effective partnerships to enhance the liveability 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.

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.

IMPLEMENTATION/COMMUNICATION

The EOI will be advertised in the Media and on Councils Website and Facebook page.

11 CONFIDENTIAL REPORTS

Nil

12 BUSINESS WITHOUT NOTICE

13 NEXT MEETING OF COUNCIL

14 FOR INFORMATION

14.1 SUMMARY OF NEW PLANNING APPLICATIONS & DELEGATED DECISIONS FOR THE MONTH OF JULY 2021

Date Prepared: 4 August 2021

Author: Senior Planner

Attachments: Nil

Please see below information.

Summary of new Planning Development Applications and Delegated Decisions for July 2021

New Development Applications					
Application #	Lodgement Date	Applicant/ Address	Property Description	Application Type	Status
MCU/21/0014	1/07/2021	Sutariya Brothers Pty Ltd C/- U&i Town Plan Malone Road, Mareeba	Lot 15 on RP846956	MCU - Service Station and Caretaker's Accommodation	In Referral Stage
MCU/21/0015	19/07/2021	Agri Technovation Pty Ltd C/- Victor G Feros Town Planning Consultants 203 Leafgold Weir Road, Dimbulah	Lot 1 on SP173508	MCU - Special Industry (Liquid Fertiliser Plant) and Environmentally Relevant Activity 7(4a) (Manufacturing 200 - 5,000 Tonnes of Fertiliser Per Year)	In Referral Stage
MCU/21/0016	26/07/2021	G & D Nucifora C/- TS Adil & Associates 322 Bower Road, Mareeba	Lot 42 on SP188097	MCU Rural Workers Accommodation	In decision stage
RAL/21/0014	23/07/2021	S Hogan C/- Scope Town Planning 7 Kenneally Road, Mareeba	Lot 2 on RP729239	ROL (1 into 4 Lots)	In decision stage

Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
RAL/21/0013	21/07/2021	Metaci Pty Ltd C/- U&i Town Plan	6 Costin Street, Mareeba	Lot 1 on SP270090	ROL (1 into 3 lots)
RAL/21/0009	01/07/2021	Anton Demolitions Pty Ltd RPS Australia East Pty Ltd	3278 & 3580 Mulligan Highway, Mount Molloy	Lot 3 on SP298325 & Lot 4 on SP301680	ROL Boundary Realignment & Access Easement

July 2021 (Regional Land Use Planning)

Negotiated Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
Nil					

Change to Existing Development Approval issued					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

Referral Agency Response Decision Notices issued under Delegated Authority					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
CAR/21/0021	22/07/2021	MT & SL Hills C/- Northern Building Approvals	Emerald End Road, Mareeba	Lot 3 on SP132219	Referral agency response for building work assessable against the Mareeba Shire Council Planning Scheme 2016
CAR/21/0022	20/07/2021	NQ Co-Op Ltd C/- Emergent Building Approvals	13 Reynolds Street, Mareeba	Lot 4 on M356169	Referral agency response for building work assessable against the Mareeba Shire Council Planning Scheme 2016 - non-compliant setback for shed

Extensions to Relevant Period issued					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
REC/10/0023	01/07/2021	D Rankine	382 Bilwon Road, Bibbohra	Lot 221 on SP292117	ROL (1 into 3 lots)

July 2021 (Regional Land Use Planning)

Survey Plans endorsed					
Application #	Date	Applicant	Address	Property Description	No of Lots
RAL/21/0009	26/07/2021	Anton Demolitions C/- RPS Australia East Pty Ltd	Mulligan Highway, Mount Molloy	PLAN OF LOTS 3 & 4 & EASEMENT N IN LOT 4 ON SP327589 (CANCELLING LOT 3 ON SP298325 & LOT 4 ON SP301680)	Boundary Realignment
REC/07/0052	22/07/2021	Hockey Machinery Sales Pty Ltd C/- Twine Surveys Pty Ltd	Summer Street & Kenneally Road, Mareeba	LOT 74 & 100 ON SP325396 (CANCELLING LOT 100 ON SP35368)	1 New Lot

July 2021 (Regional Land Use Planning)