



# **AGENDA**

**Wednesday, 15 December 2021**

## **Ordinary Council Meeting**

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

**Date: Wednesday, 15 December 2021**

**Time: 9:00am**

**Location: Council Chambers**

**Peter Franks**  
**Chief Executive Officer**



## Order Of Business

<b>1</b>	<b>Members in Attendance .....</b>	<b>5</b>
<b>2</b>	<b>Apologies/Leave of Absence/Absence on Council Business .....</b>	<b>5</b>
<b>3</b>	<b>Bereavements/Condolences .....</b>	<b>5</b>
<b>4</b>	<b>Declaration of Conflicts of Interest .....</b>	<b>5</b>
<b>5</b>	<b>Confirmation of Minutes .....</b>	<b>5</b>
<b>6</b>	<b>Business Arising out of Minutes of Previous Meeting .....</b>	<b>5</b>
<b>7</b>	<b>Deputations and Delegations.....</b>	<b>5</b>
<b>8</b>	<b>Corporate and Community Services .....</b>	<b>7</b>
8.1	Mareeba Shire Council - Material Change of Use - Shop (Buy Back Shop) - Lot 517 on SP171524 & part of Lot 569 on M3568 - 38 Vaughan Street, Mareeba - MCU/21/0019.....	7
8.2	J Dilmetz - Reconfiguring a Lot - Boundary Realignment - Lots 73 & 74 on N157410 - 33 Querin Road & Bilwon Road, Biboohra - RAL/21/0018.....	29
8.3	M & S Shaw - concurrence agency referral for building works (Class 10a Shed) - Lot 8 on SP306263 - 277 Hastie Road, Mareeba - CAR/21/0035 .....	45
8.4	Sale of Lot 503 W2631 Watsonville - Landowner request for amended resolution.....	57
8.5	Alteration of Temporary Entertainment Approval Fee - Regulatory Services Department ...	61
8.6	Disposal of land via auction .....	63
8.7	Delegations Update November 2021 .....	67
8.8	Financial Statements period ending 30 November 2021.....	81
8.9	Mareeba and District Cricket Club Community Loan .....	93
8.10	Mareeba Bowls Club - Rate Rebate and Remissions Assessment.....	95
<b>9</b>	<b>Infrastructure Services.....</b>	<b>99</b>
9.1	Infrastructure Services, Capital Works Monthly Report - November 2021 .....	99
9.2	Tender Award - T-MSC2021-20 DRFA Western Roads Package.....	113
9.3	Tender Award - T-MSC2021-21 DRFA Mid-Western Roads Package .....	117
9.4	Tender Award - T-MSC2021-22 DRFA Dimbulah Roads Package .....	121
9.5	Tender Award - T-MSC2021-23 DRFA Eastern Roads Package .....	125
9.6	Tender Award - T-MSC2021-24 Mareeba Cleaning Services Contract.....	129
9.7	Terms of Entry - Aquatic Facility and Dimbulah Caravan Park.....	131
9.8	Infrastructure Services, Technical Services Operations Report - November 2021 .....	135
9.9	Infrastructure Services, Works Section Activity Report - November 2021 .....	141
9.10	Infrastructure Services, Water and Waste Operations Report - November 2021 .....	147
9.11	Amended Waste Fees and Charges 2021/22 .....	153
9.12	Capital Project Prioritisation 2022/23 .....	157

<b>10</b>	<b>Confidential Reports.....</b>	<b>175</b>
	Nil	
<b>11</b>	<b>Business without Notice .....</b>	<b>175</b>
<b>12</b>	<b>Next Meeting of Council .....</b>	<b>175</b>
<b>13</b>	<b>For Information .....</b>	<b>177</b>
13.1	Summary of New Planning Applications & Delegated Decisions For The Month of November 2021 .....	177

- 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 - 17 November 2021  
Special Council Meeting - 2 December 2021
- 6 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING**
- 7 DEPUTATIONS AND DELEGATIONS**



**8 CORPORATE AND COMMUNITY SERVICES**

**8.1 MAREEBA SHIRE COUNCIL - MATERIAL CHANGE OF USE - SHOP (BUY BACK SHOP) - LOT 517 ON SP171524 & PART OF LOT 569 ON M3568 - 38 VAUGHAN STREET, MAREEBA - MCU/21/0019**

**Date Prepared: 8 November 2021**

**Author: Senior Planner**

**Attachments:**

1. Proposal Plans
2. State Assessment and Referral Agency response dated 10 November 2021

**APPLICATION DETAILS**

APPLICATION		PREMISES	
<b>APPLICANT</b>	Mareeba Shire Council	<b>ADDRESS</b>	38 Vaughan Street, Mareeba
<b>DATE LODGED</b>	6 October 2021	<b>RPD</b>	Lot 517 on SP171514 & part of Lot 569 on M3568
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Material Change of Use - Shop (Buy Back Shop)		
<b>FILE NO</b>	MCU/21/0019	<b>AREA</b>	Lot 517 - 29.2 hectares Lot 569 - access only
<b>LODGED BY</b>	U&i Town Plan	<b>OWNER</b>	Mareeba Shire Council
<b>PLANNING SCHEME</b>	Mareeba Shire Council Planning Scheme 2016		
<b>ZONE</b>	Community Facilities zone		
<b>LEVEL OF ASSESSMENT</b>	Impact Assessment		
<b>SUBMISSIONS</b>	Nil		

**EXECUTIVE SUMMARY**

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

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

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

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

**OFFICER'S RECOMMENDATION**

1. That in relation to the following development application:

APPLICATION		PREMISES	
<b>APPLICANT</b>	Mareeba Shire Council	<b>ADDRESS</b>	38 Vaughan Street, Mareeba
<b>DATE LODGED</b>	6 October 2021	<b>RPD</b>	Lot 517 on SP171514 & part of Lot 569 on M3568
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Material Change of Use - Shop (Buy Back Shop)		

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

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

And

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

(A) APPROVED DEVELOPMENT: Development Permit for Material Change of Use - Shop (Buy Back Shop)

(B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
ARO0112-SK02	Buy Back Shop Concept Image - Revised	ARO	30 August 2021
-	Buy Back Shop - Perspective Plan	-	-

(C) ASSESSMENT MANAGER’S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

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

- 2.1 The conditions of the development permit must be complied with to the satisfaction of Council's delegated officer prior to the commencement of the use except where specified otherwise in these conditions of approval.
  - 2.2 Prior to the commencement of use, the applicant must notify Council that all the conditions of the development permit have been complied with, except where specified otherwise in these conditions of approval.
3. General
- 3.1 The development approval would not have been issued if not for the conditions requiring the construction of infrastructure within the conditions of approval.
  - 3.2 The applicant/developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by condition(s) of this approval.
  - 3.3 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements (as amended) and to the satisfaction of Council's delegated officer.
4. Infrastructure Services and Standards
- 4.1 Stormwater Management
    - 4.1.1 The applicant/developer must take all necessary steps to ensure a non-worsening effect on surrounding land as a consequence of the development.
    - 4.1.2 All stormwater drainage concentrated by the development must be collected from site and discharged to an approved legal point of discharge.
  - 4.2 Car Parking/Internal Driveways/Pedestrian Linkages

The applicant/developer must ensure the development is provided with car parking and internal driveways generally in accordance with Drawing No. ARO0112-SK02.

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

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

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

#### 4.3 Fencing

4.3.1 A 1.8 metre high solid colorbond fence, of neutral colour, shall be erected along the entire southern side of the buy back shop

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

#### 4.4 Lighting

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

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

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

##### (a) Compliance with applicable codes/policies

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

##### (b) Compliance with Acts and Regulations

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

##### (c) Environmental Protection and Biodiversity Conservation Act 1999

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

(d) Cultural Heritage

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

(E) REFFERAL AGENCY CONDITIONS

State Assessment and Referral Agency response dated 10 November 2021.

(F) RELEVANT PERIOD

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

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

- Development Permit for Building Work

(H) OTHER APPROVALS REQUIRED FROM COUNCIL

- Nil

**THE SITE**

The subject site is described as Lot 517 on SP171524 and part of Lot 569 on M3568, situated at 38 Vaughan Street, Mareeba.

Lot 517 has an area of 29.2 hectares and contains the Mareeba Transfer Station and Landfill which has operated on this land since the mid 1980's. Lot 569 on M3568 is included in this application because the Mareeba Transfer Station and Landfill access road traverses Lot 569, allowing for vehicle access between Lot 517 and Vaughan Street.

The subject site in general, with the exception of various waste storage cells, is relatively flat. Existing drainage networks are established throughout the facility to catch and divert the water away from the site. Minimal vegetation remains within Lot 517 and is largely limited to landscaping buffering which screens the Mareeba Transfer Station and Landfill from the adjoining cemetery.

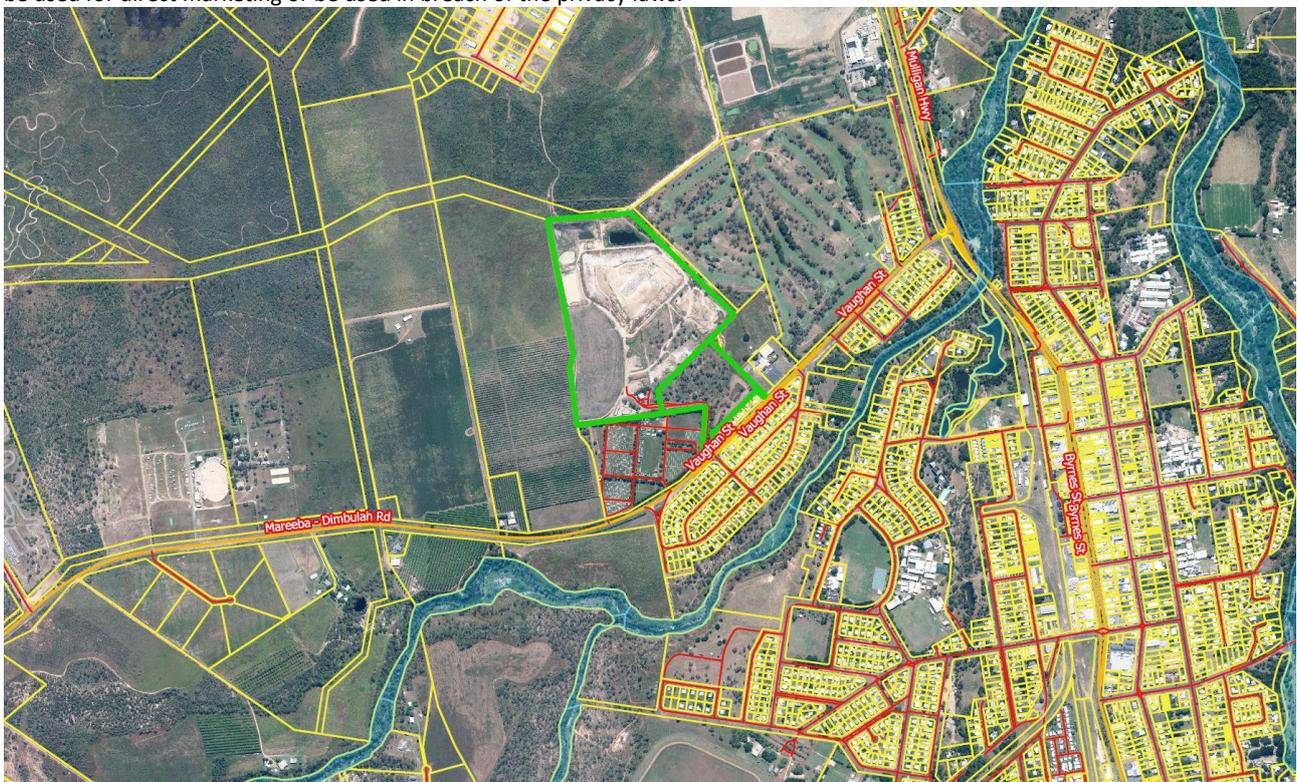
Surrounding land uses include the Mareeba Cemetery, Vaughan Street residential lots, the Mareeba International Club, Mareeba Golf Course, the Mareeba Industrial Park and rural land to the west.

Both Lot 517 and Lot 569 are within the Community Facilities zone of the Mareeba Shire Planning Scheme 2016.



Map Disclaimer:

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



Map Disclaimer:

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

**BACKGROUND AND CONTEXT**

Nil

**PREVIOUS APPLICATIONS & APPROVALS**

Nil

**DESCRIPTION OF PROPOSED DEVELOPMENT**

The development application seeks a Development Permit for Material Change of Use - Shop (Buy Back Shop) in accordance with the plans shown in **Attachment 1**.

The applicant has provided the following description for the proposed development:

*"The proposed buy back shop is proposed to be located immediately to your left after you drive past the toll house. The Buy Back Shop does two things well: we support the environment by repurposing unwanted goods instead of sending them to landfill, all while offering a variety of rescued items back to the local community. For example, locally in 2019/20, the Buy Back Shop in Cairns Regional Council saved approximately 800 tonnes of waste from being sent to landfill, with the current financial year figures heading towards 1,200 tonne diversion.*

*The shop finds and collects treasures destined for landfill and offers them back to the community to reduce waste. Although shoppers never know what they might find at the second-hand shop, common items include: building materials; household appliances and cookware; vintage goods, collectables and restoration pieces; clothing and accessories; furniture; baby items; art pieces; and bicycles.*

**Proposed Structure**

*The Buy Back Shop will comprise of a new shed like structure that is 9m wide x 21m long, with an awning along the front approximately 3m wide. Opening onto the covered awning area will be 6 x roller doors opening into the shed, with a PA door opening onto the internal car parking area. The proposed structure will cover a total area of 252m<sup>2</sup>.*

**Things you might find - Items for sale**

*The opportunities are endless when you think about what could be found at the Buy Back Shop, and the best part about it is, every time you come along, you'll find something unique that wasn't there the time before.*

- *Building materials*
- *Household appliances and cookware*
- *Vintage goods, collectables and one off restoration pieces*
- *Clothing and accessories*
- *Indoor and outdoor furniture*
- *Musical instruments, books and games for all ages*
- *Baby items*
- *Supplies for parties, weddings and birthday celebrations*
- *Bicycles and scooters*
- *Art and decorative pieces*

- *Tools and items for the shed and garden*

**Donate your goods to be rescued - How to give back**

*If you're doing a spring clean, or just have some unwanted items that no longer fulfil their purpose (or perhaps they're just not what they once were), instead of throwing them in the bin, we aim to have it set up so that the public drop them off at our Transfer Stations for FREE (conditions may apply\*). This aspect is yet to be confirmed however outlines the intentions for the facility. By providing this type of service it will give someone else a chance to make use out of something that no longer serves its purpose for you and do the environment a favour while you're at it. If it comes to us and we think it deserves another chance, it doesn't go to landfill.*

**Local support**

*We hope to receive stock from all over the community where different circumstances allow for unwanted goods to land in our hands as a result of:*

- *Hotel/venues refurbishments*
- *De-cluttering the home / business*
- *"Too hard to fix" basket*
- *Unloved items*
- *Events (parties, weddings, birthday celebrations)*

Eleven (11) on site carparking are proposed for the buy back shop.

A solid 1.8 metre high colorbond screen fence has been erected to the west and the south of the proposed buy back shop, largely screening the proposed development from the adjoining Mareeba Cemetery.

**REGIONAL PLAN DESIGNATION**

The subject site is included within the Urban Footprint land use category in the Far North Queensland Regional Plan 2009-2031. Mareeba is identified as a Major Regional Activity Centre in the Regional Plan. The Regional Plan Map 3- 'Areas of Ecological Significance' also identifies the site is:

- *Wetland Area of General Ecological Significance*
- *Terrestrial Area of General Ecological Significance*

The proposed buy back shop is sited outside of both areas of ecological significance.

**PLANNING SCHEME DESIGNATIONS**

Strategic Framework:	<b>Land Use Categories</b> <ul style="list-style-type: none"> <li>• Residential Area</li> </ul> <b>Transport Elements</b> <ul style="list-style-type: none"> <li>• State Controlled Road</li> <li>• B-double Route</li> </ul>
Zone:	Community Facilities zone
Overlays:	Airport Environs Overlay Transport Infrastructure Overlay

**Planning Scheme Definitions**

The proposed use is defined as:

<b>Column 1 Use</b>	<b>Column 2 Definition</b>	<b>Column 3 Examples include</b>	<b>Column 4 Does not include the following examples</b>
Shop	Premises used for the display, sale or hire of goods or the provision of personal services or betting to the public.	Hairdresser, liquor store, department store, discount department store, discount variety stores, betting agencies, supermarket, corner store	Adult store, food and drink outlet, showroom, market

**RELEVANT PLANNING INSTRUMENTS**

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

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

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

**(B) State Planning Policy**

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

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

**Strategic Framework**

**3.3.2 Element—Activity centres network**

**3.3.2.1 Specific outcomes**

- (3) Other than small scale *industry areas*, commercial activities will not occur outside *centre areas* unless there is an overriding need in the public interest, there are no alternative sites in *centre areas*, there is no adverse impact on *centre areas* or the area surrounding the development and the site is readily accessible by a range of transport modes.

Comment

The buy back shop is proposed on this site because it relies upon the existing waste management facility.

The establishment of the buy back shop in this location will not prejudice the operation of the Mareeba CBD.

The development complies.

### 3.3.3 Element—Major regional activity centre

#### 3.3.3.1 Specific outcomes

- (1) The role and function of Mareeba as the *major regional activity centre* for services in Mareeba Shire is strengthened. Mareeba is to accommodate the most significant concentrations of regional-scale business, retail, entertainment, government administration, secondary and tertiary educational facilities and health and social services within the shire.

Comment

The proposed development complies.

### 3.6.9 Element—Waste management

#### 3.6.9.1 Specific outcomes

- (1) Waste facilities have adequate capacity to service the community and industry and provide a sustainable method of waste disposal.

Comment

The buy back shop will redirect some waste from landfill, leading to a more sustainable waste management process.

- (2) Waste facilities are designed and operated to minimise adverse impacts on the community and the environment and are protected from encroachment of inappropriate and odour sensitive development.

Comment

The buy back shop will redirect some waste from landfill, leading to a more sustainable waste management process.

- (3) Significant waste management facilities, including Mareeba landfill and Springmount waste facility, provide for the long term solid waste disposal needs of the eastern part of the shire. Their ongoing operations are protected from incompatible development.

Comment

The development complies.

- (4) On-site waste disposal and recycling areas are provided by development to meet operational requirements of storage, screening and collection.

Comment

The development complies.

### 3.7.6 Element—Retail and commercial development

#### 3.7.6.1 Specific outcomes

- (1) Commercial development will be facilitated by:
  - (a) consolidation and co-location of centre activities in existing *centre areas*;

- (b) identification of space adjacent to *centre areas* to cater for the expansion of commercial activities;
- (c) infrastructure provision in areas identified as able to cater for new commercial development;
- (d) maintenance of a high standard of infrastructure, services and amenity in existing commercial areas to support further business investment and expansion.

Comment

The buy back shop is proposed on this site because it relies upon the existing waste management facility.

The establishment of the buy back shop in this location will not prejudice the operation of the Mareeba CBD.

The development complies.

- (2) Out-of-centre retail development is avoided and should only occur if there is a clearly demonstrated over-riding community need and evidence demonstrating that the development would not adversely impact existing *centre areas*.

Comment

The buy back shop is proposed on this site because it relies upon the existing waste management facility.

The establishment of the buy back shop in this location will not prejudice the operation of the Mareeba CBD.

The development complies.

### **Relevant Developments Codes**

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

- 6.2.2 Community facilities zone code
- 7.2.2 Mareeba local plan code
- 8.2.2 Airport environs overlay code
- 9.3.2 Commercial activities code
- 9.4.2 Landscaping code
- 9.4.3 Parking and access code
- 9.4.5 Works, services and infrastructure code

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

Relevant Codes	Comments
Community facilities zone code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Mareeba local plan code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Airport environs overlay code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Commercial activities code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Landscaping code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Parking and access code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).
Works, services and infrastructure code	The application can be conditioned to comply with the code's relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome is provided).

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

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

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

**REFERRAL AGENCY**

The application triggered referral to the State Assessment and Referral Agency as a concurrence agency for infrastructure related matters (State controlled road).

That Department advised in a letter dated 10 November 2021 that they have no requirements for this development (**Attachment 2**).

**Internal Consultation**

Technical Services

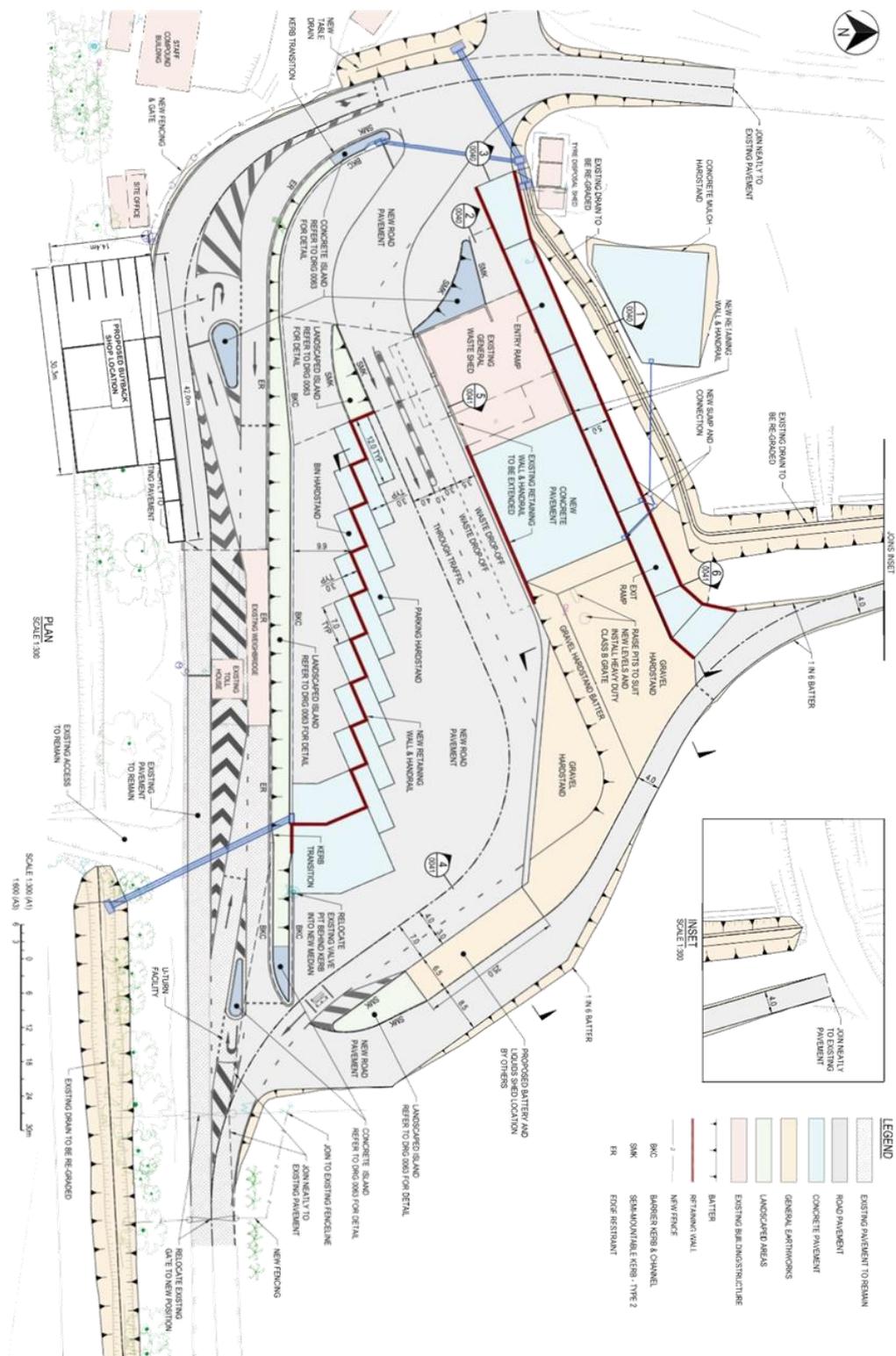
**PUBLIC NOTIFICATION**

The development proposal was placed on public notification from 20 October 2021 to 10 November 2021. The applicant submitted the notice of compliance on 12 November 2021 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

No submissions were received.

**PLANNING DISCUSSION**

Nil



The document contains the property of ARO (Australia Road Overlay) Pty Ltd and any use or reproduction of its title or any other content without express permission from the copyright owner is prohibited.



44 Malwood Street  
 Geelong, VIC 3220  
 M. 03 5247 2000  
 W. www.aro.com.au  
 E. aro@aro.com.au

**MAREEBA SHIRE COUNCIL**  
**BUYBACK SHOP**

**CONCEPT IMAGE - REVISED**  
**ARO0112-SK02** Not To Scale  
 All Foot Seps  
 Acad No. ARO0112-SK02(1)Amp 30th August 2021



RA9-N



SARA reference: 2110-25303 SRA  
 Council reference: MCU/21/0019  
 Applicant reference: M8-21

10 November 2021

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

Attention: Ramon Samanes

Dear Sir/Madam

## SARA response—38 Vaughan Street, Mareeba

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

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency on 14 October 2021.

### Response

Outcome:	Referral agency response - No requirements  Under section 56(1)(a) of the <i>Planning Act 2016</i> , the department advises it has no requirements relating to the application.
Date of response:	10 November 2021
Advice:	Advice to the applicant is in <b>Attachment 1</b> .
Reasons:	The reasons for the referral agency response are in <b>Attachment 2</b> .

### Development details

Description:	Development permit	Material change of use - Shop (Buy Back Shop)
SARA role:	Referral Agency	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4 (Planning Regulation 2017)	
	Development application for a material change of use within 25m of a state-controlled road	

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

2110-25303 SRA

SARA reference: 2110-25303 SRA  
Assessment Manager: Mareeba Shire Council  
Street address: 38 Vaughan Street, Mareeba  
Real property description: Lots 517 on SP171524 and 569 on M3568  
Applicant name: Mareeba Shire Council  
C/- U&i Town PLaN  
Applicant contact details: PO Box 426  
Cooktown QLD 4895  
ramon@uitownplan.com.au

## Representations

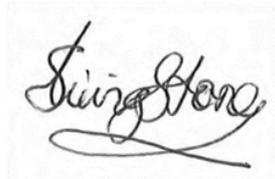
An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s.30 Development Assessment Rules)

Copies of the relevant provisions are in **Attachment 3**.

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

For further information please contact Sue Lockwood, Senior Planning Officer, on 40373222 or via email CairnsSARA@dSDLGP.qld.gov.au who will be pleased to assist.

Yours sincerely



Duncan Livingstone  
A/Manager (Planning)

cc Mareeba Shire Council c/- U&i Town PLaN, ramon@uitownplan.com.au

enc Attachment 1 - Advice to the applicant  
Attachment 2 - Reasons for referral agency response  
Attachment 3 - Representations provisions

## Attachment 1—Advice to the applicant

---

<b>General advice</b>	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the State Development Assessment Provisions (SDAP) v2.6. If a word remains undefined it has its ordinary meaning.

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

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

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

- The subject site does not have vehicular access nor road frontage via a state-controlled road; vehicle access to the proposed development is via the Mareeba Land Fill Access Road which traverses over Lot 569 on M3568.
- The proposed development is not a significant traffic generator, and is unlikely to compromise the safety, efficiency and operating conditions of Vaughan Street.

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

- The development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- The *State Development Assessment Provisions* (version 2.6), as published by the department
- The Development Assessment Rules
- SARA DA Mapping system

2110-25303 SRA

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

---

(page left intentionally blank – attached separately)

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

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

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

---

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

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

---

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

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

## Part 7: Miscellaneous

### 30 Representations about a referral agency response

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

---

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

**8.2 J DILMETZ - RECONFIGURING A LOT - BOUNDARY REALIGNMENT - LOTS 73 & 74 ON N157410 - 33 QUERIN ROAD & BILWON ROAD, BIBOOHRA - RAL/21/0018**

**Date Prepared:** 22 November 2021

**Author:** Senior Planner

**Attachments:** 1. Proposal Plan

**APPLICATION DETAILS**

APPLICATION		PREMISES	
<b>APPLICANT</b>	J Dilmetz	<b>ADDRESS</b>	33 Querin Road and Bilwon Road, Biboohra
<b>DATE LODGED</b>	25 October 2021	<b>RPD</b>	Lots 73 & 74 on N157410
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Reconfiguring a Lot - Boundary Realignment		
<b>FILE NO</b>	RAL/21/0018	<b>AREA</b>	Lot 73 - 16.187 ha Lot 74 - 16.187 ha
<b>LODGED BY</b>	Kelly Reaston Development & Property Services	<b>OWNER</b>	E & M Querin
<b>PLANNING SCHEME</b>	Mareeba Shire Council Planning Scheme 2016		
<b>ZONE</b>	Rural zone		
<b>LEVEL OF ASSESSMENT</b>	Impact Assessment		
<b>SUBMISSIONS</b>	Nil		

**EXECUTIVE SUMMARY**

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

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

The application proposes to reconfigure the two (2) allotments, by way of a boundary realignment only (no additional lot created) whereby approximately 14.187 hectares of land will be transferred from Lot 73 to Lot 74. The section of land to be transferred contains large parts of an existing fruit tree orchard.

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

In their current configuration, both lots are less than 60 hectares with areas of 16.187 hectares and questionable stand-alone agricultural viability. The proposed boundary realignment will create a more viable proposed Lot 2 at 30.9 hectares. Proposed Lot 1 will be consistent in size with the

existing allotments fronting this section of Bilwon Road and more significantly contain one of the few parts of the subject land outside the mapped flood hazard areas.

The Mareeba Shire Council Planning Scheme 2016 contains a hierarchy of assessment benchmarks. The Strategic Framework is the highest order assessment benchmark in the Planning Scheme and holds greater weight than the Rural zone code and Reconfiguring a Lot code. An officer assessment has determined that despite the identified conflicts with the lower order Rural zone code and Reconfiguring a Lot code provisions mentioned above, the proposed boundary realignment meets the intent of the Strategic Framework, in that the development will not further fragment, compromise or alienate productive agricultural land, and will only help increase the agricultural viability of the farming activity on Lot 2.

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

**OFFICER’S RECOMMENDATION**

1. That in relation to the following development application:

APPLICATION		PREMISES	
<b>APPLICANT</b>	J Dilmetz	<b>ADDRESS</b>	33 Querin Road and Bilwon Road, Biboohra
<b>DATE LODGED</b>	25 October 2021	<b>RPD</b>	Lots 73 & 74 on N157410
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Reconfiguring a Lot - Boundary Realignment		

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

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

And

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

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

- (B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
ARO0115-SK02	Querin Road, Mareeba Proposed Allotment	ARO	12 October 2021

- (C) ASSESSMENT MANAGER’S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

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

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

2. Timing of Effect

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

3. General

3.1 The development approval would not have been issued if not for the conditions requiring the construction of infrastructure or the payment of infrastructure charges/contributions contained within the conditions of approval.

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

3.3 All payments required to be made to the Council (including contributions, charges and bonds) pursuant to any condition of this approval must be made prior the endorsement of the plan of survey and at the rate applicable at the time of payment.

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

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

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

3.7 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements and to the satisfaction of Council's delegated officer.

### 3.8 Charges

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

## 4. Infrastructure Services and Standards

### 4.1 Access

Access must be constructed to proposed Lot 1 in accordance with the FNQROC Development Manual standards, to the satisfaction of Council's delegated officer.

### 4.2 Stormwater Drainage

4.2.1 The applicant/developer must take all necessary steps to ensure a non-worsening effect on surrounding land as a consequence of the development and must take all reasonable and practical measures to ensure discharge occurs in compliance with the Queensland Urban Drainage Manual (QUDM) and the FNQROC Development Manual, to the satisfaction of Council's delegated officer.

4.2.2 All stormwater drainage must be discharged to an approved legal point of discharge.

### 4.3 On-site Wastewater Disposal

At the time of construction of a new dwelling on Lot 1, any associated on-site effluent disposal system must be constructed in compliance with the latest version On-Site Domestic Wastewater Management Standard (ASNZ1547) to the satisfaction of the Council's delegated officer.

### 4.4 Electricity provision/supply

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

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

### 4.5 Telecommunications

The applicant/developer must demonstrate that a connection to the national broadband network is available for each allotment, or alternatively, enter into an agreement with a telecommunication carrier to provide telecommunication services to each lot and arrange provision of necessary conduits and enveloping pipes.

## (D) ASSESSMENT MANAGER'S ADVICE

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

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

(c) Environmental Protection and Biodiversity Conservation Act 1999

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

(d) Cultural Heritage

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

(E) RELEVANT PERIOD

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

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

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

- Nil

(G) OTHER APPROVALS REQUIRED FROM COUNCIL

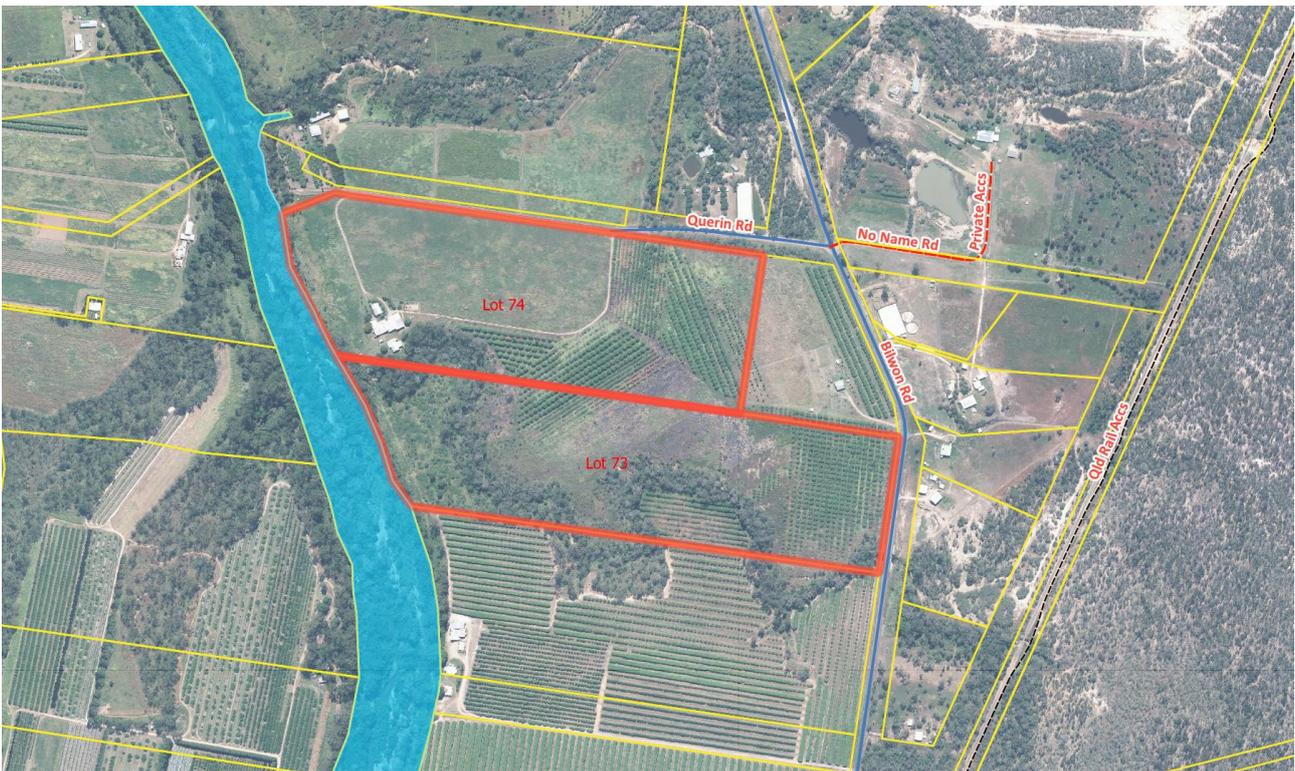
- Access approval arising from condition number 4.1 (Please contact Planning Section to obtain application form and applicable fee)

**THE SITE**

The subject site comprises of the following allotments:

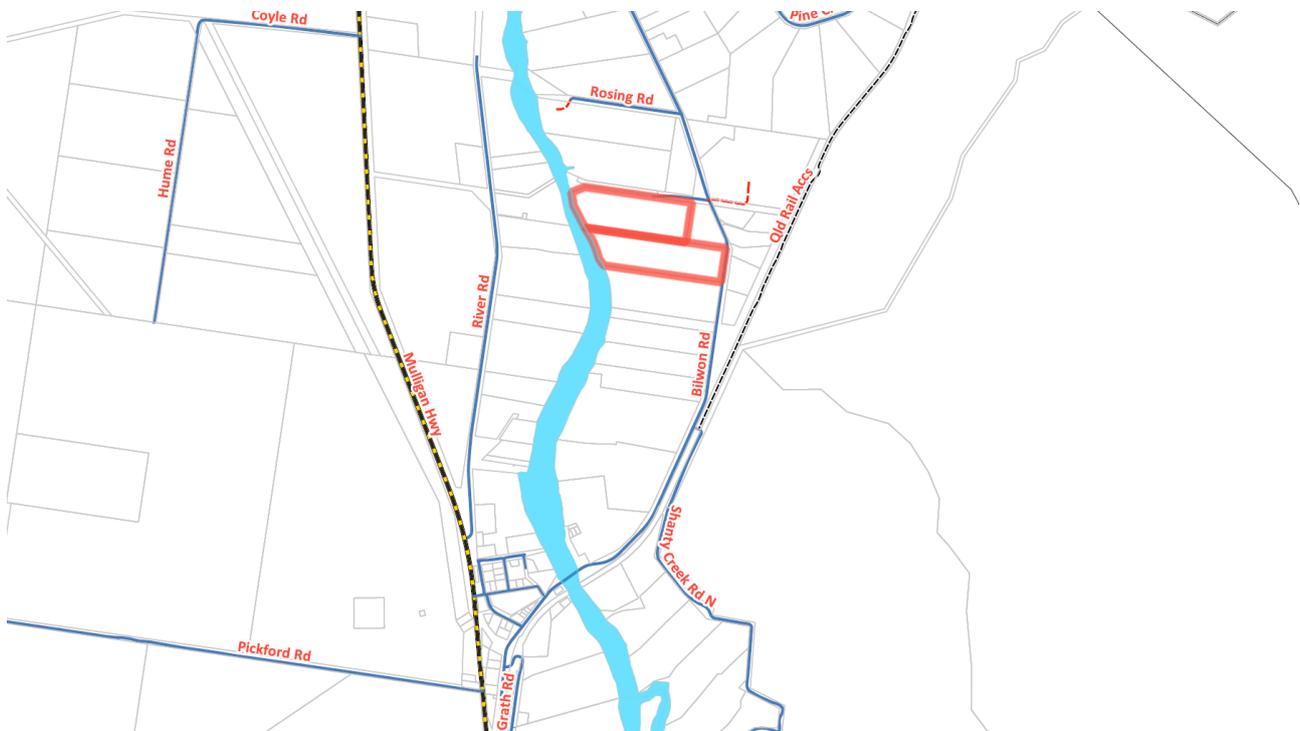
- Lot 73 on N157410, situated at Bilwon Road, Biboohra, having an area of 16.187 hectares and a frontage of approximately 208 metres to Bilwon Road; and
- Lot 74 on N157410, situated at 33 Querin Road, Biboohra, having an area of 16.187 hectares and a frontage of approximately 735 metres to Querin Road.

Querin Road is constructed to a rural road gravel standard up to the existing access into Lot 74. Bilwon Road is constructed to bitumen sealed standard for the full frontage of Lot 73. Access to Lot 73 is obtained internally through Lot 74 and the farm access onto Querin Road.



**Map Disclaimer:**

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



**Map Disclaimer:**

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

A farm residence and farm sheds are established in the south-western corner of Lot 74 overlooking the Barron River, which forms the western boundary of both lots. A secondary watercourse traverses through Lot 73 and the south-western corner of Lot 74.

The land is relatively flat and cleared of native vegetation except for a narrow band along the banks of the secondary watercourse.

A fruit tree orchard is established over large parts of both allotments.

Surrounding lots are a mix of Rural and Rural residential zoned land and are used for a mix of intensive horticulture, animal husbandry and rural lifestyle purposes.

### **BACKGROUND AND CONTEXT**

Nil

### **PREVIOUS APPLICATIONS & APPROVALS**

Nil

### **DESCRIPTION OF PROPOSED DEVELOPMENT**

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

The application proposes to transfer approximately 14.187 hectares from existing Lot 73 to proposed Lot 2 to consolidate the majority of the fruit tree orchard into a single parcel. This will create a more viable rural holding in proposed Lot 2.

The realigned lots will be as follows:

- Lot 1 - area of 2 hectares, approximately 208 metres frontage to Bilwon Road;
- Lot 2 - area of 30.2 hectares, approximately 735 metres frontage to Querin Road.

Proposed Lot 2 will retain the established farm dwelling and outbuildings. All servicing arrangements for the existing dwelling will remain in place.

Proposed Lot 1 will be conditioned to require an appropriate level of servicing and access.

### **REGIONAL PLAN DESIGNATION**

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

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

**PLANNING SCHEME DESIGNATIONS**

Strategic Framework:	<p><b>Land Use Category</b></p> <ul style="list-style-type: none"> <li>• Rural Area (rural other)</li> </ul> <p><b>Natural Environment Elements</b></p> <ul style="list-style-type: none"> <li>• Biodiversity Areas</li> <li>• Habitat Linkage</li> </ul> <p><b>Transport Elements</b></p> <ul style="list-style-type: none"> <li>• Local Collector Road</li> </ul> <p><b>Other Elements</b></p> <ul style="list-style-type: none"> <li>• Major Watercourse (Barron River)</li> </ul>
Zone:	Rural zone
Overlays:	<p>Bushfire Hazard Overlay</p> <p>Environmental Significance Overlay</p> <p>Flood Hazard Overlay</p> <p>Hill &amp; Slope Overlay</p> <p>Transport Infrastructure Overlay</p>

**RELEVANT PLANNING INSTRUMENTS**

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

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

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

**(B) State Planning Policy**

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

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

**Strategic Framework**

*3.3 Settlement Pattern and built environment*

*3.3.1 Strategic outcomes*

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

*areas protect the shire's agricultural area and ensure food security. Other rural areas predominantly remain agricultural grazing properties.*

### Comment

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

Both existing lots are significantly less than 60 hectares in size with each having an area of 16.187 hectares.

Existing Lot 74 (proposed Lot 2) is improved by a dwelling house and ancillary outbuildings. Existing Lot 73 has existing accepted development rights to establish a dwelling house. Existing Lot 73 is heavily constrained by flood hazard meaning that a future dwelling house would likely be sited within the bounds of proposed Lot 1. The realignment does not create the opportunity for an additional dwelling house within the rural zone, nor will it alter the probable location of a future dwelling house on Lot 73 (proposed Lot 1).

Instead, the realignment will consolidate most of the agricultural (fruit tree orchard) land into a single parcel, creating a more viable rural holding with proposed Lot 2.

The realignment will reduce the length of property boundaries traversing through vegetated internal waterways, eliminating the requirement for fence line clearing in these areas. This is an improved environmental outcome.

The development will not further fragment, compromise or alienate productive agricultural land, and will only increase the agricultural viability of a farming enterprise. Further, the development will result in an improved environmental outcome.

The proposed development is considered to comply with Strategic outcome 5.

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

### Comment

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

Both existing lots are significantly less than 60 hectares in size, with each having an area of 16.187 hectares.

Existing Lot 74 (proposed Lot 2) is improved by a dwelling house and ancillary outbuildings. Existing Lot 73 has existing accepted development rights to establish a dwelling house. Existing Lot 73 is heavily constrained by flood hazard, meaning that a future dwelling house would likely be sited within the bounds of proposed Lot 1. The realignment does not create the opportunity for an additional dwelling house within the rural zone, nor will it alter the probable location of a future dwelling house on Lot 73 (proposed Lot 1).

Instead, the realignment will consolidate most of the agricultural (fruit tree orchard) land into a single parcel, creating a more viable rural holding with proposed Lot 2.

The realignment will reduce the length of property boundaries traversing through vegetated internal waterways, eliminating the requirement for fence line clearing in these areas. This is an improved environmental outcome.

The development will not further fragment, compromise or alienate productive agricultural land, and will only increase the agricultural viability of a farming enterprise. Further, the development will result in an improved environmental outcome.

The proposed development does not conflict with Strategic Outcome 6.

### *3.3.11 Element - Rural areas*

#### *3.3.11.1 Specific outcomes*

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

#### Comment

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

Both existing lots are significantly less than 60 hectares in size, with each having an area of 16.187 hectares.

Existing Lot 74 (proposed Lot 2) is improved by a dwelling house and ancillary outbuildings. Existing Lot 73 has existing accepted development rights to establish a dwelling house. Existing Lot 73 is heavily constrained by flood hazard, meaning that a future dwelling house would likely be sited within the bounds of proposed Lot 1. The realignment does not create the opportunity for an additional dwelling house within the rural zone, nor will it alter the probable location of a future dwelling house on Lot 73 (proposed Lot 1).

Instead, the realignment will consolidate most of the agricultural (fruit tree orchard) land into a single parcel, creating a more viable rural holding with proposed Lot 2.

The realignment will reduce the length of property boundaries traversing through vegetated internal waterways, eliminating the requirement for fence line clearing in these areas. This is an improved environmental outcome.

The development will not further fragment, compromise or alienate productive agricultural land and will only increase the agricultural viability of a farming enterprise. Further, the development will result in an improved environmental outcome.

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

- (3) *Other rural areas will be largely maintained in their current configuration, only being subdivided where large land holdings of 60ha or greater can be achieved and the infrastructure*

*base of rural operations including workers accommodation, airstrips and farm infrastructure is provided.*

### Comment

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

Both existing lots are significantly less than 60 hectares in size, with each having an area of 16.187 hectares.

Existing Lot 74 (proposed Lot 2) is improved by a dwelling house and ancillary outbuildings. Existing Lot 73 has existing accepted development rights to establish a dwelling house. Existing Lot 73 is heavily constrained by flood hazard, meaning that a future dwelling house would likely be sited within the bounds of proposed Lot 1. The realignment does not create the opportunity for an additional dwelling house within the rural zone, nor will it alter the probable location of a future dwelling house on Lot 73 (proposed Lot 1).

Instead, the realignment will consolidate most of the agricultural (fruit tree orchard) land into a single parcel, creating a more viable rural holding with proposed Lot 2.

The realignment will reduce the length of property boundaries traversing through vegetated internal waterways, eliminating the requirement for fence line clearing in these areas. This is an improved environmental outcome.

The development will not further fragment, compromise or alienate productive agricultural land, and will only increase the agricultural viability of a farming enterprise. Further, the development will result in an improved environmental outcome.

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

## *3.6 Transport and infrastructure*

### *3.6.1 Strategic outcomes*

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

### Comment

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

**Relevant Developments Codes**

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

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

The application included a planning report and assessment against the planning scheme. An officer assessment has found that the application would conflict with assessment benchmarks contained in the Rural zone code and Reconfiguring a lot code as a result of Temporary Local Planning Instrument No. 01 of 2019 (Subdivision in Rural zone). Despite the identified conflicts, it is considered that the proposed development will comply with the higher order strategic/specific outcomes contained within the Planning Scheme Strategic Framework.

Relevant Codes	Comments
Rural zone code	<p>The application conflicts with 6.2.9.2 Purpose (3) (a) of the code as proposed Lots 1 and 2 will be under 60 ha in size.</p> <p>Despite this conflict, it is considered that the proposed development complies with the higher order strategic/specific outcomes contained in the Planning Scheme's Strategic Framework. Refer to planning discussion section of report for commentary.</p>
Bushfire hazard overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Environmental significance overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Flood hazard overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Hill and slope overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Landscaping code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.

Parking and access code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Reconfiguring a lot code	The application conflicts with the following performance outcomes: <ul style="list-style-type: none"> <li>• PO1.1</li> <li>• PO1.2</li> </ul> Despite conflicting with the abovementioned performance outcomes, it is considered that the proposed development complies with the higher order strategic/specific outcomes contained in the Planning Scheme's Strategic Framework. Refer to planning discussion section of report for commentary.
Works, services and infrastructure code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.

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

Planning Scheme Policy 4 - FNQROC Regional Development Manual

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

**REFERRAL AGENCY**

This application did not trigger referral to a Referral Agency.

**Internal Consultation**

Nil

**PUBLIC NOTIFICATION**

The development proposal was placed on public notification from 1 November 2021 to 22 November 2021. The applicant submitted the notice of compliance on 23 November 2021 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

No submissions were received.

**PLANNING DISCUSSION**

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

6.2.9 Rural zone code (as amended by the TLPI)

*6.2.9.2 Purpose*

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

#### Comment

Table 9.4.4.3B dictates a minimum reconfiguring lot size of 60 hectares for land within the Rural zone. Both existing lots are significantly less than 60 hectares in size with each having an area of 16.187 hectares.

The applicant states that the proposed development should be supported as it provides for the continued rural use of the site.

A fruit tree orchard is established across both lots with the existing common boundary cutting through the orchard.

The boundary realignment proposes to move the common boundary to consolidate the majority of the farm land into proposed Lot 2.

Proposed Lot 1 would be reduced to a 2 hectare area fronting Bilwon Road. This area contains one of the few potential building sites outside of the flood hazard area mapped under the Flood Hazard Overlay. Proposed Lot 1 is also surrounded by similarly sized lots.

The realignment will create a more viable rural holding with proposed Lot 2.

The realignment will reduce the length of property boundaries traversing through vegetated internal waterways, eliminating the requirement for fence line clearing in these areas. This is an improved environmental outcome.

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

Further, the development will result in an improved environmental outcome.

#### 9.4.4 Reconfiguring a lot code (as amended by the TLPI)

##### ***Area and frontage of lots - Rural zone***

###### ***PO1.1***

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

*Note: This also applies to applications for boundary realignment*

###### ***AO1.1***

*No acceptable outcome is provided.*

#### Comment

Both existing lots are significantly less than 60 hectares in size with each having an area of 16.187 hectares.

The applicant states that the proposed development should be supported as it provides for the continued rural use of the site.

A fruit tree orchard is established across both lots with the existing common boundary cutting through the orchard.

The boundary realignment proposes to move the common boundary to consolidate the majority of the farm land into proposed Lot 2.

Proposed Lot 1 would be reduced to a 2 hectare area fronting Bilwon Road. This area contains one of the few potential building sites outside of the flood hazard area mapped under the Flood Hazard Overlay. Proposed Lot 1 is also surrounded by similarly sized lots.

The realignment will create a more viable rural holding with proposed Lot 2.

The realignment will reduce the length of property boundaries traversing through vegetated internal waterways, eliminating the requirement for fence line clearing in these areas. This is an improved environmental outcome.

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

**PO1.2**

*No lots are created with a frontage less than 400m*

*Note: This also applies to applications for boundary realignment.*

**AO1.2**

*No acceptable outcome is provided.*

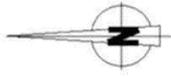
Comment

Proposed Lot 2 will comply.

Proposed Lot 1 would have a road frontage of approximately 208 metres to Bilwon Road. This frontage is adequate to provide for access, whilst maintaining a regular lot shape.

The frontage proposed for each lot is appropriate.

This document contains the property of ARO and may not be reproduced, stored in a retrieval system or used in any form without the prior written approval of ARO.



41 MacLeod Street  
Cairns QLD 4850  
E: info@aroadesign.com.au  
P: (07) 4211 1888

41 MacLeod Street  
W: www.aroadesign.com.au  
P: (07) 4211 1238

PROPOSED ALLOTMENT

ARO0115-SK02 1:2000  
A1 Full Size

Project No. ARO00115-SK02/11 15th October 2021

<b>8.3</b>	<b>M &amp; S SHAW - CONCURRENCE AGENCY REFERRAL FOR BUILDING WORKS (CLASS 10A SHED) - LOT 8 ON SP306263 - 277 HASTIE ROAD, MAREEBA - CAR/21/0035</b>
------------	--

**Date Prepared:** 3 December 2021

**Author:** Planning Officer

**Attachments:**

1. Proposal Plans
2. Adjoining Landowner Letter of No-objection

#### APPLICATION DETAILS

APPLICATION		PREMISES	
<b>APPLICATION NO:</b>	CAR/21/0035		
<b>RPD:</b>	Lot 8 on SP306263	<b>ADDRESS:</b>	277 Hastie Road, Mareeba
<b>APPLICANT:</b>	M & S Shaw C/- Northern Building Approvals 3B Margherita Close Mareeba QLD 4880	<b>OWNER:</b>	M & S Shaw
<b>ASSESSMENT MANAGER</b>	Nil	<b>DATE REFERRAL RECEIVED</b>	11 November 2021
<b>TYPE OF APPROVAL:</b>	Concurrence agency referral for building works (Class 10A Shed) assessable against the Emerging Community Zone Code of the Mareeba Shire Council Planning Scheme 2016		
<b>PLANNING SCHEME:</b>	Mareeba Shire Council Planning Scheme 2016		
<b>ZONE:</b>	Emerging Community Zone		

#### EXECUTIVE SUMMARY

Northern Building Approvals, on behalf of M & S Shaw (the landowners) propose the construction of a class 10a shed on land described as Lot 8 on SP306263, situated at 277 Hastie Road, Mareeba.

As the gross floor area of the proposed shed is larger than the maximum 150m<sup>2</sup> area nominated by Acceptable Outcome AO2.1(a) of the Emerging Community Zone Code, Council is a referral agency for consideration of potential amenity and aesthetics impacts.

The proposed shed will have an enclosed floor area of 195m<sup>2</sup> (16.27m long by 12m wide) with an 81m<sup>2</sup> open sided awning attached (5m wide awning running the length of the shed). The Planning Scheme's definition of 'gross floor area' specifically excludes open sided patio/awnings, therefore the actual gross floor area under scrutiny in this instance is the enclosed portion of the shed with a GFA of 195m<sup>2</sup> which is non-compliant with acceptable outcome AO2.1 (a) with a GFA exceedance of 45m<sup>2</sup>.

Despite not complying with Acceptable Outcome AO2.1(a), Council's Planning Officer is satisfied the proposed shed will comply with higher order Performance Outcome PO2. It is acknowledged that the shed will 'stand out' in the interim because both the site and adjoining property to the south are

vacant, however, this would certainly also be the case with a compliant 150m<sup>2</sup> shed and once both lots contain established dwellings, the shed will become significantly less noticeable. Another neighbouring house situated approximately 60 metres to the south of the shed site has been designed so that verandahs and common areas have outlooks and views to the west (towards the Barron River) and to the north, so the proposed shed is not likely to result in an unacceptable visual amenity impact on this nearby dwelling.

The immediate adjoining landowner to the south has provided a letter of no-objection to the oversized shed.

It is recommended that a referral agency response (approval subject to conditions) be issued.

**OFFICER’S RECOMMENDATION**

1. That in relation to the following development application:

APPLICATION		PREMISES	
<b>APPLICATION NO:</b>	CAR/21/0035		
<b>RPD:</b>	Lot 8 on SP306263	<b>ADDRESS:</b>	277 Hastie Road, Mareeba
<b>APPLICANT:</b>	M & S Shaw C/- Northern Building Approvals 3B Margherita Close Mareeba QLD 4880	<b>OWNER:</b>	M & S Shaw
<b>ASSESSMENT MANAGER</b>	Nil	<b>DATE REFERRAL RECEIVED</b>	11 November 2021
<b>TYPE OF APPROVAL:</b>	Concurrence agency referral for building works (Class 10A Shed) assessable against the Emerging Community Zone Code of the Mareeba Shire Council Planning Scheme 2016		
<b>PLANNING SCHEME:</b>	Mareeba Shire Council Planning Scheme 2016		
<b>ZONE:</b>	Emerging Community Zone		

and in accordance with section 56 and 57 of the Planning Act 2016 the applicant and future Assessment Manager be notified that the Mareeba Shire Council, as a Referral Agency for building work assessable against the Mareeba Shire Council Planning Scheme 2016, requires the Assessment Manager to include in the development permit for building works the conditions and advisory notes in (A) provided that the proposed development is in accordance with the following submitted material in (B) and for the reasons set out in (C):

**(A) Conditions**

1. The proposed shed must be sited to achieve a minimum setback of 6.1 metres from Hastie Road and 1.7 metres from the southern boundary as shown on the site plan accompanying the application.
2. The dimensions of the shed must not exceed those shown on the submitted plan/s, specifically 16.27m x 12m (enclosed) with a 16.27m x 5m patio awning and a maximum building height of 4.65m.
3. The shed colours used must be consistent with those colorbond colours outlined in the application, specifically a wall colour of "Woodland Grey" and a roof colour of "Wallaby".
4. A 1.8 metre high solid colorbond screen fence must be installed along the common boundary of Lots 7 and 8 on SP306263, commencing at the Hastie Road frontage and extending south-west along the common boundary for a distance of 25 metres. The fence must be erected prior to the commencement of the use of the shed and maintained for the life of the shed.
5. Prior to the commencement of the use of the shed, a 1 metre wide landscaping strip must be planted along the Hastie Road frontage of the subject land (Lot 8 on SP306263), commencing at the south-east corner of the subject land and extending north-west along the Hastie Road frontage for a distance of 30 metres. The landscaping strip must be maintained for the life of the shed.

**(B) Submitted Material**

Plan / Document Number	Plan / Document Name	Date
-	Site Plan	10/11/2021
-	Michael & Stacey Shaw	25/10/2021
7343 Dwg No 1 of 2	Shed ISO Front Left View (Clad)	15/10/2021
7343 Dwg No 1 of 2	Shed ISO Back Right View (Clad)	15/10/2021

**(C) Reasons**

1. The reasons and information used in the setting of the conditions detailed above include the relevant Codes of the Mareeba Shire Council Planning Scheme 2016.
2. Council officers are satisfied the proposed shed can comply with the relevant Performance Outcome/s contained within the Emerging community zone code.
3. A letter of no-objection (to the proposed oversized shed) has been provided by the landowners of the southern and only adjoining allotment.

**(D) Advisory Notes**

1. The shed is a Class 10a structure only and should remain in use as a "domestic outbuilding" only and should not be used for any commercial storage or any other purpose made assessable by the Mareeba Shire Council Planning Scheme 2016.



Map Disclaimer:

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



Map Disclaimer:

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

**THE SITE**

The subject site is the very last residential property at the northern end of Hastie Road, addressed as 277 Hastie Road, Mareeba and more particularly described as Lot 8 on SP306263. The site is irregular in shape with an area of 3,075m<sup>2</sup> and is zoned Emerging Community under the Mareeba Shire Council Planning Scheme 2016.

The site remains vacant and is connected to all urban services. Despite having an area of 3,075m<sup>2</sup>, due to the entire western side of the allotment sloping steeply down into the riparian section of the adjacent Barron River, only approximately 1,500m<sup>2</sup> of the site is able to be utilised for construction.

All immediate and surrounding lots are zoned Emerging Community. The subject site and lots immediately to the south were developed under the same subdivision approval and are rural residential in size and nature and all back onto the Barron River. The land on the opposite side of Hastie Road is a large allotment (42 hectares in size) currently used for horse agistment.

**BACKGROUND AND CONTEXT**

Nil

**PREVIOUS APPLICATIONS & APPROVALS**

Nil

**DESCRIPTION OF PROPOSED DEVELOPMENT**

M & S Shaw, the landowners, propose the construction of a class 10a shed on land described as Lot 8 on SP306263, situated at 277 Hastie Road, Mareeba.

The proposed shed will include an enclosed portion as well as an open sided patio/awning portion. The dimensions of the enclosed portion of the shed are 16.27m x 12m x 4.65m (high) with a gross floor area (GFA) of 195m<sup>2</sup>. The dimensions of the open sided patio section are 16.27m x 5m, however, the definition for 'gross floor area' specifically excludes open sided patios, therefore the proposed sheds assessable GFA is considered to be 195m<sup>2</sup>.

The site is zoned Emerging Community under the Planning Scheme, within which a 150m<sup>2</sup> GFA limit applies to domestic outbuildings (sheds). The proposed 195m<sup>2</sup> shed exceeds this GFA limit by 45m<sup>2</sup>, as such, the Mareeba Shire Council is a Referral Agency for the proposed building work.

A building application has not been made at this stage.

**PLANNING SCHEME DESIGNATIONS**

Zone:	Emerging community
Overlays:	Airport environs overlay Bushfire hazard overlay Environmental significance overlay Hill and slope overlay Regional infrastructure and substations overlay

None of the above listed overlays affect the level of assessment for the proposed building works and the proposed building works will be assessed for compliance against the abovementioned overlay codes by any future Assessment Manager (building certifier).

## RELEVANT PLANNING INSTRUMENTS

### Mareeba Shire Council Planning Scheme 2016

#### 6.2.4 Emerging community zone code

##### *Outbuildings and residential scale*

#### **PO2**

*Domestic outbuildings:*

- (a) do not dominate the lot on which they are located; and*
- (b) are in scale with the character and amenity of the area.*

#### **AO2.1**

*On lots less than 2 hectares, domestic outbuildings do not exceed:*

- (a) 150m<sup>2</sup> in gross floor area; and*
- (b) 5.5 metres above natural ground level.*

#### Comment

The proposed shed will have a total area under roof of approximately 275m<sup>2</sup>. However, the shed includes a portion that is enclosed and a portion that is an open sided patio/awning. The Planning Scheme definition of gross floor area specifically excludes open sided patio sections, therefore the actual gross floor area under scrutiny in this instance is the enclosed portion of the shed with a GFA of 195m<sup>2</sup> which is non-compliant with acceptable outcome AO2.1 (a) with a GFA exceedance of 45m<sup>2</sup>.

Because the proposed shed does not comply with AO2.1 (a), Council officers must be satisfied that the shed can achieve compliance against the higher order performance outcome PO2.

In most cases, sheds are situated at the rear of allotments behind the dwelling. In this case, the shed is the first improvement proposed on the currently vacant allotment, and the shed will be situated at the front of the allotment just 6.1 metres off Hastie Road. The site itself is irregularly shaped and despite having an area of 3,075m<sup>2</sup>, the area suitable for building is reduced to approximately 1,500m<sup>2</sup> because of the steep sloping land along the western side of the property sloping down to the Barron River. The position of the proposed shed is considered justified given the constraints on site and the 6.1m setback proposed is actually compliant with Queensland Development Code setbacks for domestic buildings.

In relation to the sheds impact on the visual amenity of adjoining properties, the landowners of the southern adjoining allotment (Lot 7 on SP306263), which is also vacant, have provided a letter confirming they have no objections to the proposed oversized shed (**Attachment 2**). Notwithstanding this letter of no objection, Lot 7 also backs onto the Barron River, so it is likely that any future dwelling situated on this allotment will be designed so that views and outlooks of common and outdoor areas face a westerly direction towards the Barron River. This is the case with the recently constructed dwelling on Lot 6 on SP306263 situated approximately 60 metres to the south of the proposed shed. This dwelling was designed and constructed so that verandahs and common areas have outlooks and views to the west (towards the Barron River) and to the north, so

the proposed shed is not likely to result in an unacceptable visual amenity impact on this nearby dwelling.

The shed height is compliant with acceptable outcome AO2.1 (b), with a height of 4.65 metre to the apex (ridge) and a sidewall height of 3.6 metres. The patio/awning roof will match the sidewall height. Keeping the shed height to within reason and almost 1m less than what they could technically build to will significantly lessen the building bulk.

In terms of the sheds impact on Hastie Road users, Hastie Road is a no-through road, terminating adjacent Lot 10 on SP198000) which is currently used for horse agistment. Given the location of the Barron River, and the flood risk over the land to the north of the site, the likelihood of further residential development occurring past the site further along Hastie Road is highly unlikely. Therefore, it can reasonably be assumed that there will not be a noticeable increase in traffic past the subject site in future. Additionally, the Hastie Road reserve is unusually wide with a width of approximately 40 metres, so although the shed is sited 6.1 metres from the site's front boundary, it will be setback approximately 30 metres from the Hastie Road kerb. This greater than normal setback will help to minimise visual impact.

In consideration of the above, although it is acknowledged that the oversized shed will 'stand out' initially given the site and adjoining allotment are vacant, once both lots contain established dwellings the shed will become significantly less noticeable. Finally, the size of the shed proposed is certainly not inconsistent with other sheds in the Mareeba Township established on lots this size.

The proposed shed complies with PO2.

Site Plan - Lot 8 Hastie Road, Mareeba

10/11/21.



PROPOSED 16270 X 12000 X 3600 H DUNKITE SHED  
WITH A 16270 X 50000 OPEN AWNING.

REFER TO PLAN NO 6

M & S FRANCE PTY LTD  
ABN: 16 151 801 937  
QBCC 1504 8840  
PO Box 2093 Mareeba Q 4880  
Ph: 0407 927 668

Document Set ID: 4030360



*ILLUSTRATION ONLY.*

Dwg No 1 of 2	Project No. 7343
Shed ISO Front Left View (Clad)	LOT 8, HASTIE ROAD
	15/10/2021
	Scale 1:117

**DUNNRITE**

**Shed ISO Front Left View (Clad)**



Date: 14-11-21

The Chief Executive Officer

Mareeba Shire Council

PO Box 154

Mareeba QLD 4880

Dear Sir,

As the owner of Lot 7 Hastie Road, Mareeba, I have no objection to the building of a shed being proposed to be constructed at Lot 8 Hastie Road, Mareeba ( Lot 8 on SP306263). I am aware that this proposed shed is 16.2m long by 12m wide with a 5m awning and will be used for domestic purposes of storage. The positioning of the building will not interfere with us in any way and are happy for the owners to proceed with the construction.

Yours sincerely



Owner: Timothy Fitzgerald

Address: LOT 7 Hastie RD Mareeba

**8.4 SALE OF LOT 503 W2631 WATSONVILLE - LANDOWNER REQUEST FOR AMENDED RESOLUTION**

**Date Prepared:** 3 December 2021

**Author:** Manager Development and Governance

**Attachments:** 1. Request for exemption from landowner

---

**EXECUTIVE SUMMARY**

This report seeks to address a landowner request for removal of the requirement for adherence with condition 2(a) of Council resolution 2021/175 of 20 October 2021 requiring amalgamation of Lot 503 W2631 Kate Street Watsonville following purchase into the existing adjoining landholdings of the purchaser.

**RECOMMENDATION**

That Council reject the request from the adjoining landowner Mr Andrew Clayton for exemption from the requirement for adherence with condition 2(a) of Council resolution 2021/175 of 20 October 2021 requiring amalgamation of Lot 503 W2631 into the existing adjoining land holdings (Lots 513, 514, 515, 516 517 on W2631 on James and Emily Streets, Watsonville).

**BACKGROUND**

Resolution 2021/175 of Ordinary Meeting of 20 October 2021 is as follows:

That Council:

1. Determines under section 236(2) that the exception under section 236(1)(c)(iv) of the Local Government Regulation 2012 (Qld) applies to the disposal of Lot 503 W2631; and
2. Approves the disposal of Lot 503 W2631, Kate Street Watsonville to adjoining landowner conditional upon:
  - (a) Amalgamation of Lot 503 W2631 into the existing adjoining land holdings (Lots 513, 514, 515, 516 and 517 on W2631 on James and Emily Streets, Watsonville); and
  - (b) All costs relevant to disposal, not limited to surveying of the land, transfer and amalgamation being the responsibility of the purchaser; and
3. Authorises the CEO to finalise the disposal of Lot 503 W2631 via contract arrangement in accordance with the requirements for disposal of a valuable non-current asset as set out under the Local Government Regulation 2012 (Qld).

Council is in receipt of correspondence from the purchasing adjoining landowner Mr Andrew Clayton dated 26 November 2021 (copy attached) seeking exemption from the requirement for adherence with condition 2(a) above on the basis that he would like to keep two lots separate in order that he may pass these two parcels to his children at a future point in time.

**Implications of non-adherence with condition 2(a)**

Where Council does not mandate adherence to the requirement for adherence to condition 2(A) Mr Clayton will be liable for rateable charges levied on three separate parcels of land opposed to one amalgamated parcel of land. The resulting increased number of lots held under separate ownership

may additionally be accompanied by an expectation for future Council provision of infrastructure services and utilities to ratepayers in the township of Watsonville.

## **RISK IMPLICATIONS**

### **Political and Reputational**

Where Council adopts a position permitting exemption from the requirement for adherence to condition 2(A) above, this may result in a future public expectation that any similar purchases of Council land in Watsonville should also be exempt from the requirement for amalgamation into existing land holdings.

## **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.

**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 applicant will be advised of the outcome.

**From:** "Andrew Clayton" [REDACTED]  
**Sent:** Fri, 26 Nov 2021 17:27:34 +1000  
**To:** "Sonia Van Dorssen" [REDACTED]  
**Subject:** Andrew Clayton requests additional report be presented to Council to consider his proposal on amalgamation of Lots in Watsonville

Sonia,

Please ask council to consider my proposal. In regards to condition 2. a. of disposal of Lot 503 on W2631 as resolved at Council meeting on 20th October 2021. I propose to amalgamate Lots 514, 515, 516 and 517 on W2631. Lots 503 and 513 would remain on separate title.

If council wishes to process in claiming legal cost for myself not proceeding with the disposal as requested in the conditions then I may be forced into selling each of the 5 lots that I own individually in order to recover my legal fees.

Thank you for your consideration and I look forward to a resolution that is beneficial to all party's.

Regards,

Andrew Clayton.

----- Original Message -----

**From:** "Sonia Van Dorssen" [REDACTED]  
**To:** "Andrew Clayton" [REDACTED]  
**Sent:** 26/11/2021 4:34:07 PM  
**Subject:** RE: Andrew Clayton proposes additional proposal for amalgamation of parcels as condition for purchase of Lot 503 W2631 Watsonville

Good Afternoon Andrew

I refer to our telephone conversation on Friday 26 November 2021. I confirm my advice that subsequent to a discussion with my supervisor about the details of this matter the following is a response to your proposal to purchase additional land at Watsonville.

Your email reply of 29 October 2021, which had attached the completed documents provided to you by Council relevant to the sale of the identified parcels of land is deemed to be confirmation of your acceptance of the terms under which Council undertook to sell the land to you. Council's resolution to

sell you the land was subject to relevant legislation and more particularly, the *Local Government Regulation 2012* which states the process by which Council-owned land can be disposed (sold).

Council's letter of 26 October 2021 detailed the conditions under which Council would dispose of this land to you which included a requirement to amalgamate Lot 503 W2631 with your existing adjoining landholdings of Lots 513-517 (inclusive). Additionally, all costs relevant to this disposal process are to be met by you.

Having regard for the above, Council is not able to accept your proposal of not amalgamating all of the lots under one title as previously described. Should you decide to not proceed with this land acquisition, subject to the stated conditions, it will be necessary for Council to recover its outlays (including legal costs) relevant to the process undertaken thus far.

Before making your final decision, you may wish to consult with a surveyor to determine what costs are involved with the lot amalgamation process.

Regards,

**Sonia Van Dorssen**

Senior Development & Governance Support Officer



**Mareeba**  
SHIRE COUNCIL

Phone: 1300 308 461 | Direct: 07 4086 4669 | Fax: 07 4092 3323  
Email: [REDACTED] | Website: [www.msc.qld.gov.au](http://www.msc.qld.gov.au)  
65 Rankin St, Mareeba | PO Box 154, Mareeba, Queensland, Australia, 4880

---

**From:** Andrew Clayton [REDACTED]  
**Sent:** Thursday, 25 November 2021 4:22 PM  
**To:** Sonia Van Dorssen [REDACTED]  
**Subject:** Andrew Clayton proposes additional proposal for amalgamation of parcels as condition for purchase of Lot 503 W2631 Watsonville

Sonia,

In regards to condition 2. a. of disposal of Lot 503 on W2631 as resolved at Council meeting on 20th October 2021. I propose to amalgamate Lots 514, 515, 516 and 517 on W2631. Lots 503 and 513 would remain on separate title.

Amalgamation of the lots as suggested creates 3 lots out of 6 which which will prevent over development of the area and allows to me pass on land to my children at a later date without the need to subdivide.

I look forward to hearing back from council on this suggestion.

Regards,

**8.5 ALTERATION OF TEMPORARY ENTERTAINMENT APPROVAL FEE - REGULATORY SERVICES DEPARTMENT**

**Date Prepared:** 18 November 2021

**Author:** Manager Development and Governance

**Attachments:** Nil

---

**EXECUTIVE SUMMARY**

The purpose of this report is to propose that the fees and charges for Temporary Entertainment Event Approvals be amended to ensure a more accurate cost recovery aspect is factored in for relevant officers' time and resources spent on collating and assessing an approval.

**RECOMMENDATION**

That Council approves the following fee structure for Temporary Entertainment Event Approvals:

1. For Events with expected attendance less than 500 people:
  - Application \$282.00
  - Assessment Minimum \$328.00 (POA)
2. For events with expected attendance more than 500 people:
  - Application \$282.00
  - Assessment Minimum \$938.00 (POA)
  - Live Music Events Assessment (POA)

(POA) would be based on direct time spent on the assessment of the application by Council.

**BACKGROUND**

Council issues a variety of Temporary Entertainment Event approvals under *Council's Local Law No. 1 (Administration) 2018*. A temporary entertainment event is an event that is open to the public, or the preparation for opening to the public for which the opening to the public does not constitute a development approval under the Planning Act.

Council's local laws currently require an approval if more than 100 people are attending the event. Any events below this threshold do not require an approval. Examples of Temporary Entertainment Event Approvals include music festivals, concerts, and circuses.

The current fee for Temporary Entertainment Events is \$610.00, regardless of the size, risk, or complexity involved in the proposed event. Each Temporary Entertainment Event application requires different amounts of time to assess and approve. Recent large events have required extensive liaison with the applicant, emergency services, and other stakeholders to approve an event.

The current fee of \$610.00 does not represent a fair cost recovery for the work involved in assessing the applications.

As each application is unique, calculating an hourly rate could be difficult due to the varying complexity and different requirements per event. Therefore, a secondary fee based on the number

of people attending may be a more suitable option for Council to assess the larger and more complex applications.

## **RISK IMPLICATIONS**

### **Financial**

Approving the new fee structure allows the Council to recover the costs more accurately for each officer assessing Temporary Entertainment Event Approval.

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

Provided the fee is adopted in accordance with the Local Government Act 2009, the fee can be adopted and updated on the fees and charges schedule.

## **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.

**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 the new fee structure is approved, it will be updated on the Fees and Charges Schedule.

**8.6 DISPOSAL OF LAND VIA AUCTION**

**Date Prepared:** 22 November 2021

**Author:** Manager Development and Governance

**Attachments:** 1. Current Title Search

---

**EXECUTIVE SUMMARY**

This report seeks approval for disposal of Council owned freehold land described as Lot 484 HG640 located at 18 Hambling Street Dimbulah in accordance with requirements for disposal of a valuable non-current asset under the *Local Government Regulation 2012* (Qld) (LGR).

**RECOMMENDATION**

That Council:

1. Approve the disposal via public auction of Lot 484 HG640 under section 227(1)(b) of the LGR; and
2. Authorise the CEO to finalise the disposal of Lot 484 HG640 via appropriate contract arrangement.

**BACKGROUND**

Council recently acquired Lot 484 HG640 from the Queensland Public Trustee with title transferred to Council in freehold title on 4 November 2021.

The property is a 4,999 square metre regular shaped internal allotment in an established residential/rural location. Erected on the property is a semi-modern style, single level masonry block building with an area of approximately 214 square meters.

Council is scheduled to dispose of a number of non-current land assets deemed surplus to Council's needs via public auction in January of 2022. Upon approval for disposal, Lot 484 HG640 can be included in the scheduled January 2022 land auction event.

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

Council must comply with section 227 of the LGR in disposing of a valuable non-current asset by calling for tenders for the contract under section 228 or offering the non-current asset for sale by auction.

**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.

**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**

Engaged real estate auctioneer to be informed of inclusion of Lot 484 HG640 into January 2022 land auction portfolio.

INTERNAL CURRENT TITLE SEARCH  
 QUEENSLAND TITLES REGISTRY PTY LTD

Search Date: 22/11/2021 11:57

Title Reference: 50187361  
 Date Created: 22/09/1997

Previous Title: 40011467

REGISTERED OWNER

Dealing No: 721225998 04/11/2021

MAREEBA SHIRE COUNCIL

ESTATE AND LAND

Estate in Fee Simple

LOT 484 CROWN PLAN HG640  
 Local Government: MAREEBA

EASEMENTS, ENCUMBRANCES AND INTERESTS

1. Rights and interests reserved to the Crown by  
 Deed of Grant No. 40011467 (Lot 484 on CP HG640)

ADMINISTRATIVE ADVICES - NIL  
 UNREGISTERED DEALINGS - NIL

\*\* End of Current Title Search \*\*



**8.7 DELEGATIONS UPDATE NOVEMBER 2021**

**Date Prepared:** 24 November 2021

**Author:** Manager Development and Governance

**Attachments:** 1. Table of Delegable Powers

---

**EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

That:

1. Council delegates the exercise of the powers contained in the attached Table of Delegable powers, with such powers to be exercised subject to any limitations and conditions; and
2. Any prior delegations of power relating to the same matters are revoked.

**BACKGROUND**

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

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

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

**Water Supply (Safety and Reliability) Act 2008 (Qld) (WSSA)**

The WSSA was amended by the *Resources and Other Legislation Amendment Act 2021*. The changes were made following the result of an audit conducted by the Queensland Audit Office. The changes remove the current requirement for water service providers to make publicly available highly sensitive cyber security information and reporting metrics.

**Residential Tenancies and Rooming Accommodation Act 2008 (Qld) (RTRA)**

The RTRA was amended by the Housing Legislation Amendment Bill 2021. A number of amendments commenced on assent with remainder to commence on a date to be proclaimed. The changes are for residential tenancies and rooming accommodation to:

- support tenants and residents to enforce their existing rights by removing the ability for lessors and providers to end tenancies without grounds;
- provide an expanded suite of additional approved reasons for lessors/providers and tenants/residents to end a tenancy;

- ensure all Queensland rental properties are safe, secure, and functional by prescribing minimum housing standards and introducing compliance mechanisms to strengthen the ability to enforce these standards;
- strengthen rental law protections for people experiencing domestic and family violence; and
- support parties to residential leases reach agreement about renting with pets.

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

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

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

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

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

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

Nil

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

Nil

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

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

#### **IMPLEMENTATION/COMMUNICATION**

Nil

## Delegable Powers under the Water Supply (Safety and Reliability) Act 2008 ("WSSR")

### CHAPTER 8 – MISCELLANEOUS

#### Part 3 – Other miscellaneous provisions

Entity power given to	Section of WSSR	Description	Delegation to the CEO / Date of Resolution	Limitations and Conditions
Water Service Provider	573	Power to make guidelines to provide guidance to persons about preparing a water efficiency management plan.		
<u>Water Service Provider</u>	<u>575(2)(a)</u>	<u>Power to consider that the information in the document is cybersecurity information.</u>		
<u>Water Service Provider</u>	<u>575(2A)</u>	<u>Power to consider whether it is appropriate to keep a copy of the document available for inspection by the public at other places.</u>		
<u>Water Service Provider</u>	<u>575A(2)</u>	<u>Power to consider that information in the document is cybersecurity information.</u>		

## Delegable Powers under the Residential Tenancies and Rooming Accommodation Act 2008 ("RTRA")

**CHAPTER 2 – RESIDENTIAL TENANCY AGREEMENTS AND ROOMING ACCOMMODATION AGREEMENTS**

**Part 1 – Agreements**

**Division 1 – Residential tenancy agreements**

**Subdivision 2 – Associated documents**

Entity power given to	Section of RTRA	Description	Delegation to the CEO / Date of Resolution	Limitations and Conditions
Lessor	65(2)	Power to prepare in the approved form, sign and give a copy to the tenant a condition report on or before the day the tenant occupies the premises under the <a href="#">residential tenancy</a> agreement. <sup>1</sup>		
Lessor / Agent	66( <del>32</del> )(b)	Power to, if the lessor or agent does agree with the report, show the parts of the report the lessor or agent disagrees with by marking the copy in an appropriate way.		Must be completed within 3 business days after receiving a copy of the report under section 66(1) from the tenant.
Lessor / Agent	66( <del>32</del> )(c)	Power to, if the tenant has given a forwarding address to the lessor or agent, make a copy of the report and return it to the tenant at the address.		Must be completed within 3 business days after receiving a copy of the report under section 66(1) from the tenant.

<sup>1</sup> [Note: This amendment commences on a date to be proclaimed.](#)

**Division 2 – Rooming accommodation agreements**

**Subdivision 2 – Associated documents**

Entity power given to	Section of RTRA	Description	Delegation to the CEO / Date of Resolution	Limitations and Conditions
Provider <sup>2</sup>	81(1)(b)	Power to prepare in the approved form, sign and give a copy to the resident a condition report on or before the day the resident occupies a room in the rental premises under the <u>rooming accommodation agreement</u> . <sup>3</sup>		

**Part 2 – Rent**

**Division 2 – Rooming accommodation agreements**

Entity power given to	Section of RTRA	Description	Delegation to the CEO / Date of Resolution	Limitations and Conditions
Provider	105(32) <sup>4</sup>	Power to give a resident a written notice stating the amount of increased rent and the day by which the rent is payable.		The day for which the increase in rent is payable must be not earlier than 4 weeks.

**Part 3 – Rental bonds**

**Division 2 – Payments to authority**

Entity power given to	Section of RTRA	Description	Delegation to the CEO / Date of Resolution	Limitations and Conditions
Person	116(1)(a1)	Power to pay the rental bond to the authority.		This payment must be made within 10 days from receiving the rental bond.

<sup>2</sup> A provider is a provider under a rooming accommodation agreement.

<sup>3</sup> Note: This amendment commences on a date to be proclaimed.

<sup>4</sup> Note: This amendment commences on a date to be proclaimed.

**Division 3 – Payments by authority**

**Subdivision 4 – General process for payment of rental bond if interested persons for the payment**

<b><u>Entity power given to</u></b>	<b><u>Section of RTRA</u></b>	<b><u>Description</u></b>	<b><u>Delegation to the CEO / Date of Resolution</u></b>	<b><u>Limitations and Conditions</u></b>
<u>Interested Person</u>	<u>136A(2)</u>	<u>In the specified circumstances, power to make a dispute resolution request to the authority about the payment.</u>		<u>The request must be made within the specified timeframe.</u>
<u>Interested Person</u>	<u>136B(2)</u>	<u>Power to apply to the tribunal for an order about the payment of a rental bond.</u>		<u>The application must be made within the specified timeframe.</u>
<u>Interested Person</u>	<u>136C(2)</u>	<u>In the specified circumstances, power to make a written request to the authority for an extension of the claim period of up to 3 days.</u>		<u>The request must be made within the specified timeframe.</u>

**Division 6 – Miscellaneous**

<b><u>Entity power given to</u></b>	<b><u>Section of RTRA</u></b>	<b><u>Description</u></b>	<b><u>Delegation to the CEO / Date of Resolution</u></b>	<b><u>Limitations and Conditions</u></b>
<u>Lessor / Provider</u>	<u>154(b)</u>	<u>Power to give a written notice to the tenant or resident to increase a rental bond.<sup>5</sup></u>		
<u>Lessor / Provider<sup>6</sup></u>	<u>155(3)</u>	<u>In the specified circumstances, the power to apply to a tribunal to make an order declaring an amount is or is not a rental bond.</u>		<u>The application must be made within the specified timeframe.</u>

<sup>5</sup> Note: This amendment commences on a date to be proclaimed.

<sup>6</sup> Note: This amendment commences on a date to be proclaimed.

**CHAPTER 3 – RIGHTS AND OBLIGATIONS OF PARTIES FOR RESIDENTIAL TENANCIES**

**Part 1A<sup>7</sup> – Pets**

**Division 2 – Keeping pets and other animals at premises**

<u>Entity power given to</u>	<u>Section of RTRA</u>	<u>Description</u>	<u>Delegation to the CEO / Date of Resolution</u>	<u>Limitations and Conditions</u>
<u>Lessor</u>	<u>184B(1)</u>	<u>Power to approve the keeping of a pet or other animal at the premises.</u>		

**Part 5 – The dwelling**

**Division 2 – Locks and keys**

<u>Entity power given to</u>	<u>Section of RTRA</u>	<u>Description</u>	<u>Delegation to the CEO / Date of Resolution</u>	<u>Limitations and Conditions</u>
<u>Lessor</u>	<u>211(1)(a)</u>	<u>Power to enter into an agreement with the tenant under which the tenant agrees to not being given a key.</u>		
<u>Lessor</u>	<u>211(2)(b)</u>	<u>Power to enter into an agreement with the tenant to change a lock.</u>		
<u>Lessor</u>	<u>211(1)</u>	<u>In the specific circumstances, power to change the lock at the premises.</u>		
<u>Lessor</u>	<u>211(1)(c)</u>	<u>Power to form a belief on reasonable grounds that it is necessary to change the lock at a premises because of an emergency.</u>		
<u>Lessor</u>	<u>211(3)(c)</u>	<u>Power to enter into an agreement with the tenant under which the tenant or lessor agrees not to be given a key.</u>		

<sup>7</sup> Note: This part commences on a date to be proclaimed.

**Division 3 – Damage and repairs**

Entity power given to	Section of RTRA	Description	Delegation to the CEO / Date of Resolution	Limitations and Conditions
<u>Lessor</u>	<u>221B(1)</u>	<u>Power to apply to the tribunal for an extension of time to comply with a repair order.<sup>8</sup></u>		

**CHAPTER 5 – ENDING OF AGREEMENTS**

**Part 1 – Ending of residential tenancy agreements**

**Division 1 – General**

Entity power given to	Section of RTRA	Description	Delegation to the CEO / Date of Resolution	Limitations and Conditions
<u>Lessor</u>	<u>277(2)</u>	<u>Power to end a residential tenancy agreement by entering into a written agreement with the tenant.</u>		
<u>Lessor</u>	<u>277(3)</u>	<u>Power to give a notice to leave the premises to the tenant.</u>		
<u>Lessor</u>	<u>277(7)(b)</u>	<u>Power to give a tenant's personal representative or relative a written notice that an agreement ends because of a tenant's death.</u>		
<u>Lessor</u>	<u>277(7)(c)</u>	<u>Power to agree a day with the tenant's personal representative or relative of when a residential tenancy agreement ends.</u>		
<u>Lessor</u>	<u>277(a)</u>	<u>Power to agree, in a separate written agreement, to end the residential tenancy agreement with the tenant.</u>		

<sup>8</sup> Note: This section commences on a date to be proclaimed.

**Division 2 – Action by lessor**

**Subdivision 2 – Notices to leave premises given by lessor**

Entity power given to	Section of RTRA	Description	Delegation to the CEO / Date of Resolution	Limitations and Conditions
Lessor	286(1)	Power to give a notice to a tenant <del>under a periodic agreement to leave the premises</del> because: (a) <del>the lessor is preparing to sell the premises and the preparation requires the premises to be vacant;</del> or (a)(b) <del>the lessor</del> has entered into a contract to sell the premises with vacant possession. <sup>9</sup>		
<u>Lessor</u>	<u>290B(1)</u>	<u>Power to give a notice to leave the premises to the tenant if the premises are required for use under a program administered by the State under an Act.<sup>10</sup></u>		
<u>Lessor</u>	<u>290C(1)</u>	<u>Power to give a notice to leave the premises to the tenant if the lessor requires the premise to be vacant for a planned demolition or redevelopment.<sup>11</sup></u>		
<u>Lessor</u>	<u>290D(1)</u>	<u>Power to give a notice to leave the premises to the tenant if:</u> (a) <u>the premises requires significant repairs or the lessor intends to carry our significant renovations to the premises; and</u> (b) <u>the repairs or renovations cannot be safely carried out while the tenant occupies the premise.<sup>12</sup></u>		

<sup>9</sup> Note: This section commences on a date to be proclaimed.

<sup>10</sup> Note: This section commences on a date to be proclaimed.

<sup>11</sup> Note: This section commences on a date to be proclaimed.

<sup>12</sup> Note: This section commences on a date to be proclaimed.

Lessor	290E(1)	Power to give a notice to leave the premises to the tenant if: (a) the lessor requires the premises for a use other than residential tenancy; or (b) the lessor will require the premises for the other use for a period of at least 6 months. <sup>13</sup>		
Lessor	290F(2)	Power to give a notice of leave the premises to the tenant if the tenant stops being a student. <sup>14</sup>		
Lessor	290(G)(1)	Power to give a notice to leave the premises to the tenant if the lessor, or the lessor's immediate family, needs to occupy the premises. <sup>15</sup>		
Lessor	291(1)	Power to give a notice to leave the premises to the tenant <del>without stating a ground for the notice</del> if the residential tenancy agreement is a fixed term agreement and the notice relates to the end of the agreement. <sup>16</sup>		

**Subdivision 3 – Applications for termination by lessor**

Entity power given to	Section of RTRA	Description	Delegation to the CEO / Date of Resolution	Limitations and Conditions
Lessor	297B(1)	Power to form a belief on reasonable grounds that the tenant, an occupant, a guest of the tenant or a personal allowed on the premise by the tenant has: (a) used the premises or property adjoining or adjacent to the premises (including any property that is		

<sup>13</sup> Note: This section commences on a date to be proclaimed.

<sup>14</sup> Note: This section commences on a date to be proclaimed.

<sup>15</sup> Note: This section commences on a date to be proclaimed.

<sup>16</sup> Note: This amendment commences on a date to be proclaimed.

		<p><u>available for use by the tenant in comment with others) for an illegal activity; or</u>  <u>(b) intentionally or recklessly:</u>  <u>(i) destroyed or seriously damaged a part of the premises; or</u>  <u>(ii) endangered another person in the premises or person occupying, or allowed on, premises nearby; or</u>  <u>(iii) interfered significantly with the reasonable peace, comfort or privacy of another tenant or another tenant's appropriate use of the other tenant's property.<sup>17</sup></u></p>		
<u>Lessor</u>	<u>297B(1)</u>	<u>In the specified circumstances, power to apply for a termination order.</u>		
<u>Lessor</u>	<u>297B(3)</u>	<u>Power to form a belief on reasonable grounds that premises or property has been used for an illegal activity whether or not anyone has been convicted or found guilty of an offence in relation to the activity.<sup>18</sup></u>		

**Subdivision 2 – Notices of intention to leave premises given by tenant**

<u>Entity power given to</u>	<u>Section of RTRA</u>	<u>Description</u>	<u>Delegation to the CEO / Date of Resolution</u>	<u>Limitations and Conditions</u>
<u>Lessor</u>	<u>308H(2)</u>	<u>In the specified circumstances, power to apply to the tribunal for an order settling aside the notice.</u>		

<sup>17</sup> Note: This section commences on a date to be proclaimed.

<sup>18</sup> Note: This section commences on a date to be proclaimed.

**Division 4A – Death of sole tenant**

<u>Entity power given to</u>	<u>Section of RTRA</u>	<u>Description</u>	<u>Delegation to the CEO / Date of Resolution</u>	<u>Limitations and Conditions</u>
<u>Lessor</u>	<u>324A(1)(b)</u>	<u>Power to give the tenant's personal representative or relative written notice that the agreement ends because of the tenant's death.</u>		

**Part 2 – Ending of rooming accommodation agreements**

**Division 1 – General**

<b>Entity power given to</b>	<b>Section of RTRA</b>	<b>Description</b>	<b>Delegation to the CEO / Date of Resolution</b>	<b>Limitations and Conditions</b>
<u>Provider</u>	<u>366(2)</u>	<u>In the specified circumstances, the power to enter into an agreement with the resident to end a rooming accommodation agreement.</u>		
<u>Provider</u>	<u>366(7)(b)</u>	<u>In the specified circumstances, the power to give a written notice that an agreement ends because of the resident's death to the resident's personal representative or relative.</u>		
<u>Provider</u>	<u>366(7)(c)</u>	<u>In the specified circumstances, the power to agree the day on which the agreement ends with the resident's personal representative or relative.</u>		
<u>Provider</u>	<u>366(a)</u>	<u>In the specified circumstances, the power to enter into an agreement with the resident to end the rooming accommodation agreement.</u>		
<u>Provider</u>	<u>366(b)</u>	<u>Power to give the resident a notice requiring the resident to leave the rental premises.</u>		
<u>Provider</u>	<u>366(c)</u>	<u>Power to give a notice under this part terminating the agreement.</u>		

**Division 2 – Action by provider**

***Subdivision 2 – Notices to leave given by provider***

Entity power given to	Section of RTRA	Description	Delegation to the CEO / Date of Resolution	Limitations and Conditions
Provider	<a href="#">371A(2)</a>	<a href="#">Power to give a resident a notice requiring the resident to leave the rental premises.<sup>19</sup></a>		
Provider	<a href="#">371B(1)</a>	<a href="#">Power to give a resident a notice requiring the resident to leave the rental premises if the provider requires the premises to be vacant for planned demolition or redevelopment.<sup>20</sup></a>		
Provider	<a href="#">371C(1)</a>	<a href="#">In specified circumstances, power to give a resident a notice requiring the resident to leave the premises.<sup>21</sup></a>		
Provider	<a href="#">371D(1)</a>	<a href="#">In the specified circumstances, power to give a resident a notice requiring the resident to leave the rental premises.</a>		
Provider	<a href="#">371E(2)</a>	<a href="#">Power to give the resident a notice requiring the resident to leave the rental premises if the resident stops being a student.</a>		
Provider	<a href="#">372(1)</a>	<a href="#">Power to terminate a periodic agreement by giving at least 30 days written notice to the resident.</a>		
Provider	<a href="#">372(2)</a>	<a href="#">Power to give the resident a notice requiring the resident to leave the rental premises at the end of the rooming accommodation agreement.<sup>22</sup> terminate a fixed term agreement by giving a notice to a resident.</a>		

<sup>19</sup> [Note: This section commences on a date to be proclaimed.](#)

<sup>20</sup> [Note: This section commences on a date to be proclaimed.](#)

<sup>21</sup> [Note: This section commences on a date to be proclaimed.](#)

<sup>22</sup> [Note: This amendment commences on a date to be proclaimed.](#)

**Division 23 – Action by resident/provider**

***Subdivision 3 – Applications for termination by provider***

<b>Entity power given to</b>	<b>Section of RTRA</b>	<b>Description</b>	<b>Delegation to the CEO / Date of Resolution</b>	<b>Limitations and Conditions</b>
Provider	376(2)	Power to apply to a tribunal for a termination order.		
Provider	377(1)	Power to apply to a tribunal for an order terminating a fixed term agreement on the grounds of excessive hardship if the agreement were not terminated.		

**Division 3 – Action by resident**

**Subdivision 2A – Domestic violence**

<u>Entity power given to</u>	<u>Section of RTRA</u>	<u>Description</u>	<u>Delegation to the CEO / Date of Resolution</u>	<u>Limitations and Conditions</u>
<u>Provider</u>	<u>381E(3)</u>	<u>Power to give a notice stating the matter the matters in sub-paragraphs (a) to (c).</u>		
<u>Provider</u>	<u>381H(2)</u>	<u>Power to apply to the tribunal for an order setting aside the notice because it does not comply with section 381B.</u>		

**Division 4A – Death of sole resident**

<u>Entity power given to</u>	<u>Section of RTRA</u>	<u>Description</u>	<u>Delegation to the CEO / Date of Resolution</u>	<u>Limitations and Conditions</u>
<u>Provider</u>	<u>387A(1)(b)</u>	<u>Power to give the resident's personal representative or relative written notice that the agreement rooming accommodation agreement ends.</u>		

**8.8 FINANCIAL STATEMENTS PERIOD ENDING 30 NOVEMBER 2021****Date Prepared: 30 November 2021****Author: Manager Finance****Attachments: 1. Budgeted Income Statement by Fund 2021/22 Budget****EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with an overview of financial matters for the period 1 July 2021 to 30 November 2021.

**RECOMMENDATION**

That Council:

1. Receives the Financial Report for the period ending 30 November 2021; and
2. Endorses the two emergency purchase orders; and
3. Endorses Remondis Australia Pty Ltd.'s Springmount Waste Facility as a sole supplier.

**BACKGROUND**

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

For the month ending 30 November 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.

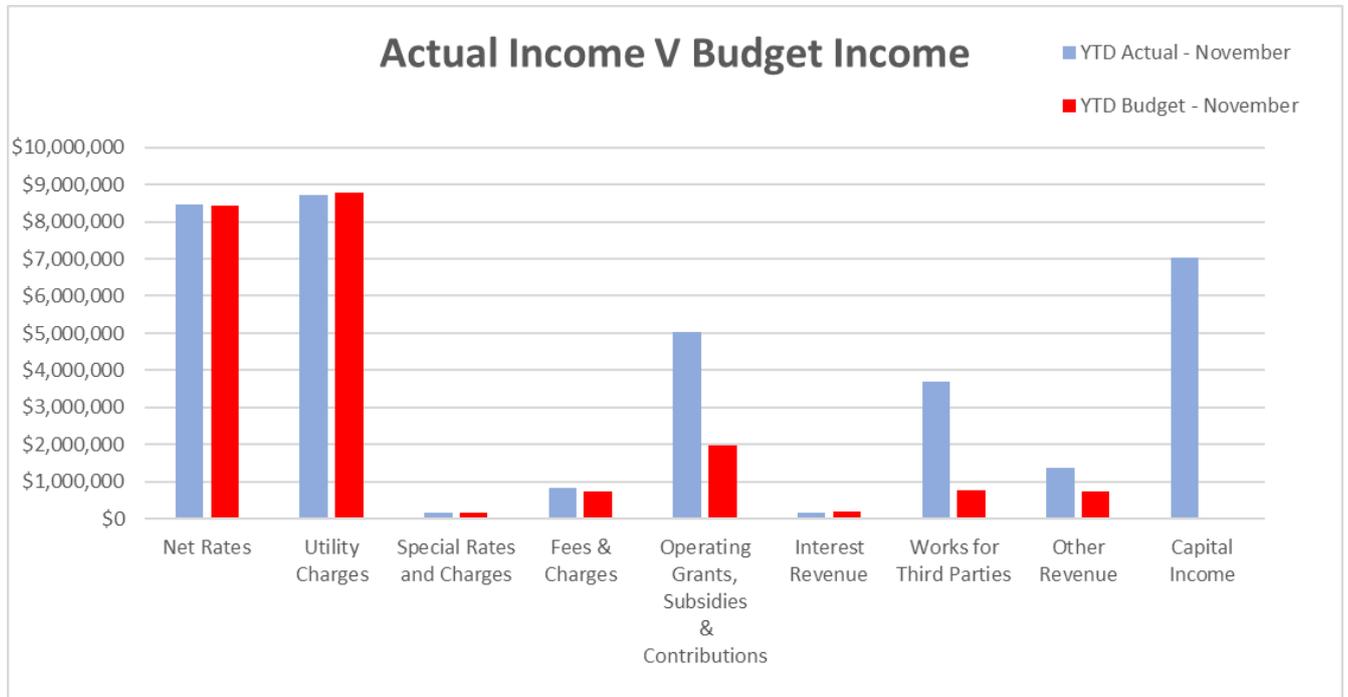
***November 2021 - Snapshot***

Total Operating Income	\$	28,475,891
Total Operating Expenditure	\$	20,567,334
Operating Surplus/(Deficit)	\$	7,908,557
Total Capital Income (grants, developer contributions)	\$	7,047,380
<b>Net Result - Surplus/(Deficit)</b>	<b>\$</b>	<b>14,955,937</b>

Income Analysis

Total income (including capital income of \$7,047,380) for the period ending 30 November 2021 is \$35,523,271 compared to the YTD budget of \$21,823,090.

The graph below shows actual income against budget for the period ending 30 November 2021.



	Actual YTD	Budget YTD	Note
Net Rates	8,478,627	8,424,797	
Utility Charges	8,731,029	8,777,496	
Special Rates and Charges	179,654	158,884	
Fees & Charges	844,641	751,200	<b>1</b>
Operating Grants, Subsidies & Contributions	5,018,443	1,990,812	<b>2</b>
Interest Received	162,739	205,625	<b>3</b>
Works for Third Parties	3,694,371	769,868	<b>4</b>
Other Revenue	1,366,388	744,408	<b>5</b>
Capital Income	7,047,380	-	<b>6</b>

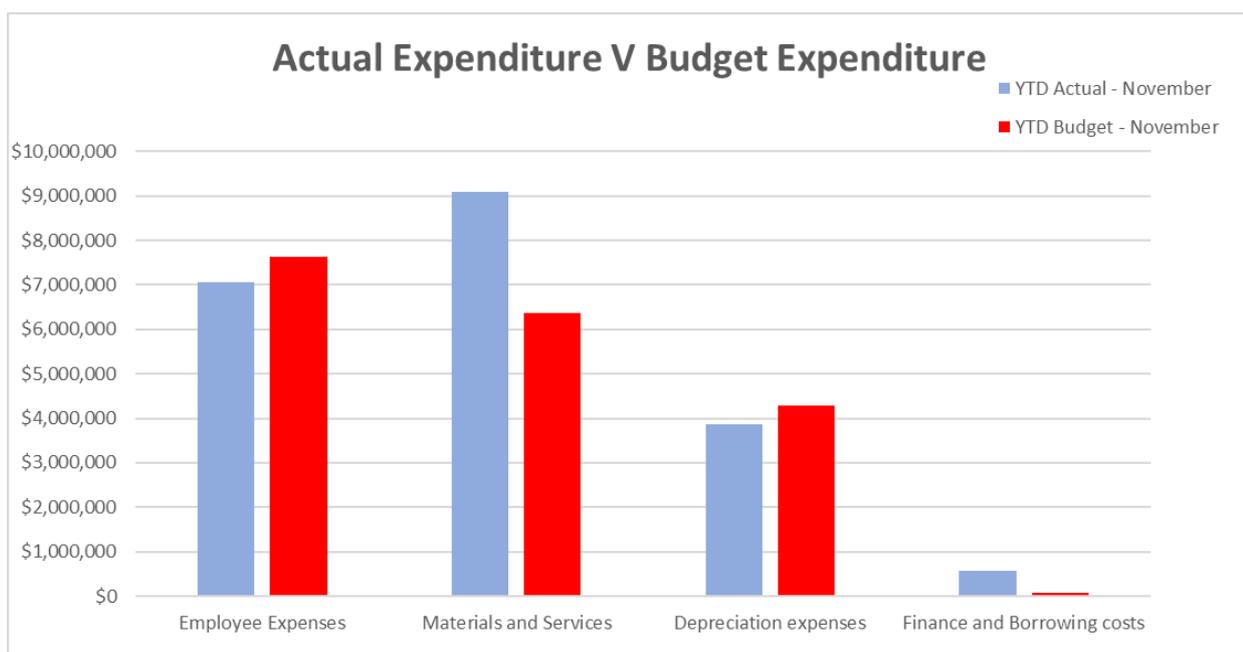
Notes:

1. Most of the favourable variance is relating to a timing difference between actual animal fines and the budget allocation. Revenue from rate searches (\$20k) and airport landing fees (\$16k) are tracking higher than YTD budget whilst plumbing applications are tracking below YTD budget (\$22k).
2. Favourable variance is in relation to DRFA (Disaster Recovery Funding Arrangement). This is not budgeted for but will be completely offset with expenditure.
3. Interest revenue received is below budget due to the current low interest rates.
4. Favourable result due to 3<sup>rd</sup> party works which were not budgeted for. The associated costs form part of the operational expenses which were also not budgeted. The net impact of these additional works is likely to result in a small surplus. Also contributing to the variance is how the budget has been allocated for RMPC works, which is equally apportioned over 12 periods however actual works does not reflect this same trend.
5. 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 this variance. A significant portion of this variance is rental from Community Housing which was not budgeted for but has been received.
6. Council has received \$6M in capital grants towards Works for Queensland COVID Round and Round 4, Transport Infrastructure Development Scheme (TIDS), Local Roads & Community Infrastructure Program Round 2, Disaster Recovery Funding Arrangements 2019 for the Mason Street Sewer Upgrade and Chillagoe Bore Water and Main upgrades and \$135k received in capital contributions.

Expenditure Analysis

Total expenses for the period ending 30 November 2021 is \$20,567,334 compared to the YTD budget of \$18,369,738.

The graph below shows actual expenditure against budget for the period ending 30 November 2021.



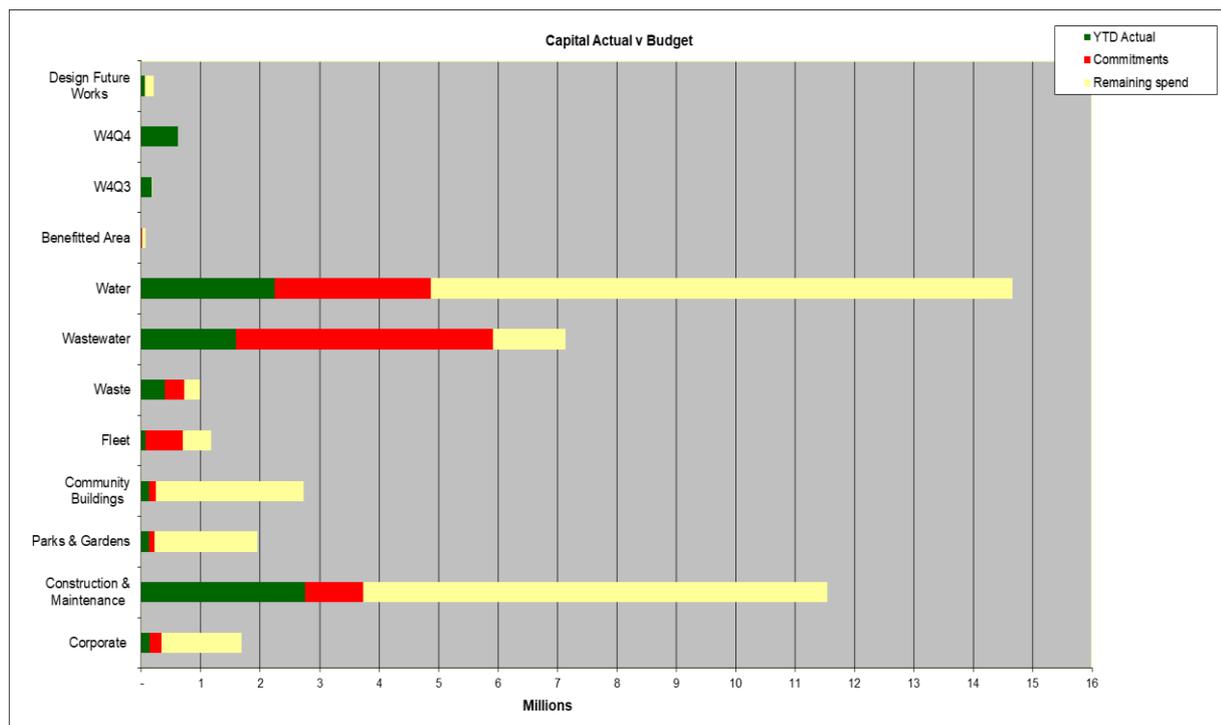
	Actual YTD	Budget YTD	Note
Employee expenses	7,056,966	7,638,502	<b>1</b>
Materials & Services	9,080,800	6,365,145	<b>2</b>
Depreciation expenses	3,866,983	4,285,951	
Finance & Borrowing costs	562,565	80,140	<b>3</b>

Notes:

1. There are no significant issues to report. The reason for the variance is a timing issue for the annual increment, staff absences, vacancies and staff working on capital.
2. The majority of the variance relates to the additional 3rd party works which was not budgeted for however there is income to offset this expense. Also contributing to the variance is the expenditure for RMPC and Council road maintenance, which is allocated equally over 12 periods however actual works does follow same trend.
3. The large variance in Finance and Borrowing costs in comparison to budget is due to the valueless land acquired from the November 2020 council report. A total of eight (8) properties have been acquired and recognised as Council assets and the associated rates and charges associated have been written off.

Capital Expenditure

Total capital expenditure of \$17,598,038 (including commitments) has been spent for the period ending 30 November 2021 against the 2021/22 adjusted annual capital budget of \$42,279,705. This budget figure now includes carry overs from 2020/21 of \$9,938,178 and new and additional funds required for 2020/21 capital projects of \$813,251.



Loan Borrowings

Council's loan balance is as follows:

QTC Loans \$7,558,983

**Rates and Sundry Debtors Analysis**

Rates and Charges

The total rates and charges payable as at 30 November 2021 are \$2,006,208 which is broken down as follows:

Status	30 November 2021		30 November 2020	
	No. of properties	Amount	No. of properties	Amount
Valueless land	10	382,002	18	751,222
Payment Arrangement	153	142,798	148	151,642
Collection House	330	1,229,345	342	929,287
Exhausted – awaiting sale of land	11	211,763	7	152,286
Sale of Land	-	-	10	137,612
Other (includes current rate notices) *	230	40,300	215	109,292
<b>TOTAL</b>	<b>734</b>	<b>2,006,208</b>	<b>740</b>	<b>2,231,341</b>

\*Of this amount, 153 properties have a balance less than \$20

The Rate Notices for the period ending 31 December 2021 was issued on 10 August 2021 with the discount due date being 10 September 2021. Total Gross Rates and Charges levied for the six (6) months totalled \$19,296,164.

Collection House collected \$244,316 for the month of November 2021.

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

Sundry Debtors

The total outstanding for Sundry Debtors as at 30 November 2021 is \$3,316,766 which is made up of the following:

Current	30 days	60 days	90 + days
\$3,253,432	\$22,435	\$24,281	\$16,618
98.09%	0.68%	0.73%	0.50%

The majority of the current outstanding balance is made up of several invoices raised to the Department of Transport and Main Road for a total of \$3.1M raised in November.

### Procurement

There were two emergency orders for the month of November:

<b>Order Number</b>	PWK08953	<b>Quotation Process</b>	Emergency	<b>Order Date</b>	3.11.2021
<b>Supplier Name</b>	Mt Carbine Quarrying Operations Pty Ltd				
<b>Order Amount</b>	\$61,600				
<b>Reason</b>	Timing issue with works having to be completed immediately – for the supply and deliver Type 2.1 Road Base Euluma Creek Road Julatten - Rehab & Widen.				

<b>Order Number</b>	PWK08945	<b>Quotation Process</b>	Emergency	<b>Order Date</b>	11.11.2021
<b>Supplier Name</b>	Tablelands TreeLopping and Stump Grinding				
<b>Order Amount</b>	\$3,500				
<b>Reason</b>	A tree had caught fire and was burning up through the centre of the trunk. At this stage officers were unsure which way it could fall, either on the road or back into the bush. The decision was made to remove the tree before it became a threat and an incident occurred.				

Council's decision at the September 2021 ordinary meeting to utilise Remondis Australia Pty Ltd.'s Springmount Waste Facility, as the only available waste facility in the Region, Council is required to formally endorse Remondis Australia Pty Ltd.'s Springmount Waste Facility as a sole supplier.

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

### IMPLEMENTATION/COMMUNICATION

Nil

<b>Budgeted Income Statement by Fund 2021/22 Budget</b>			
<b><u>Consolidated</u></b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2021/22</b>
<b>Revenue</b>			
Rates and utility charges	18,395,524	18,393,395	36,787,376
Less Discounts and Pensioner Remissions	(1,006,214)	(1,032,217)	(2,064,435)
<b>Net Rates and Utility Charges</b>	<b>17,389,310</b>	<b>17,361,177</b>	<b>34,722,941</b>
Fees and Charges	844,641	751,199	1,511,931
Operating Grants and Subsidies	4,955,144	1,990,812	8,067,552
Operating Contributions	63,298	-	46,300
Interest Revenue	162,739	205,625	435,500
Works for Third Parties	3,694,371	769,868	1,847,683
Other Revenue	1,366,388	744,408	1,776,579
<b>Total Operating Revenue</b>	<b>28,475,891</b>	<b>21,823,090</b>	<b>48,408,486</b>
<b>Expenditure</b>			
Employee Expenses	7,056,966	7,638,502	18,569,830
Materials and Services	9,080,800	6,365,145	13,339,658
Depreciation expense	3,866,983	4,285,951	10,286,283
Finance and Borrowing costs	562,585	80,140	267,094
<b>Total Operating Expenses</b>	<b>20,567,334</b>	<b>18,369,738</b>	<b>42,462,865</b>
<b>Operating Surplus/(Deficit)</b>	<b>7,908,557</b>	<b>3,453,352</b>	<b>5,945,621</b>
<b>Capital Income</b>			
Capital Contributions	135,799	-	-
Capital Grants and Subsidies	6,093,246	-	11,254,723
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	818,335	-	-
<b>Total Capital Income</b>	<b>7,047,380</b>	<b>-</b>	<b>11,254,723</b>
<b>Net Result</b>	<b>14,955,937</b>	<b>3,453,352</b>	<b>17,200,344</b>

<b>Budgeted Income Statement by Fund 2021/22 Budget</b>			
<b><u>General</u></b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2021/22</b>
<b>Revenue</b>			
Rates and utility charges	9,606,242	9,556,925	19,113,851
Less Discounts and Pensioner Remissions	(1,006,214)	(1,032,217)	(2,064,435)
<b>Net Rates and Utility Charges</b>	<b>8,600,028</b>	<b>8,524,708</b>	<b>17,049,416</b>
Fees and Charges	732,297	641,376	1,248,356
Operating Grants and Subsidies	4,900,056	1,990,812	8,067,552
Operating Contributions	903	-	46,300
Interest Revenue	101,048	145,000	290,000
Works for Third Parties	3,659,160	769,868	1,847,683
Other Revenue	930,297	374,825	924,579
<b>Total Operating Revenue</b>	<b>18,923,789</b>	<b>12,446,589</b>	<b>29,473,886</b>
<b>Expenditure</b>			
Employee Expenses	6,495,136	6,968,072	16,902,503
Materials and Services	5,355,979	2,798,007	4,784,530
Depreciation expense	2,817,192	3,002,075	7,204,980
Finance and Borrowing costs	532,102	50,253	147,545
<b>Total Operating Expenses</b>	<b>15,200,409</b>	<b>12,818,406</b>	<b>29,039,558</b>
<b>Operating Surplus/(Deficit)</b>	<b>3,723,379</b>	<b>(371,817)</b>	<b>434,328</b>
<b>Capital Income</b>			
Capital Contributions	87,686	-	-
Capital Grants and Subsidies	4,538,434	-	4,633,000
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	818,335	-	-
<b>Total Capital Income</b>	<b>5,444,455</b>	<b>-</b>	<b>4,633,000</b>
<b>Net Result</b>	<b>9,167,834</b>	<b>(371,817)</b>	<b>5,067,328</b>

<b>Budgeted Income Statement by Fund 2021/22 Budget</b>			
<b><u>Waste</u></b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2021/22</b>
<b>Revenue</b>			
Rates and utility charges	2,094,093	2,077,657	4,155,314
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>2,094,093</b>	<b>2,077,657</b>	<b>4,155,314</b>
Fees and Charges	89,471	100,000	240,000
Operating Grants and Subsidies	10,089	-	-
Operating Contributions	-	-	-
Interest Revenue	8,541	14,583	35,000
Works for Third Parties	-	-	-
Other Revenue	409,063	336,250	772,000
<b>Total Operating Revenue</b>	<b>2,611,257</b>	<b>2,528,490</b>	<b>5,202,314</b>
<b>Expenditure</b>			
Employee Expenses	160,925	147,925	390,466
Materials and Services	1,680,491	1,743,064	4,174,640
Depreciation expense	54,129	67,162	161,188
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>1,895,545</b>	<b>1,958,151</b>	<b>4,726,294</b>
<b>Operating Surplus/(Deficit)</b>	<b>715,712</b>	<b>570,340</b>	<b>476,020</b>
<b>Capital Income</b>			
Capital Contributions	6,823	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>6,823</b>	<b>-</b>	<b>-</b>
<b>Net Result</b>	<b>722,535</b>	<b>570,340</b>	<b>476,020</b>

<b>Budgeted Income Statement by Fund 2021/22 Budget</b>			
<b><u>Wastewater</u></b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2021/22</b>
<b>Revenue</b>			
Rates and utility charges	2,846,693	2,701,100	5,402,200
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>2,846,693</b>	<b>2,701,100</b>	<b>5,402,200</b>
Fees and Charges	22,873	9,823	23,575
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	25,244	35,417	85,000
Works for Third Parties	4,324	-	-
Other Revenue	-	17,500	42,000
<b>Total Operating Revenue</b>	<b>2,899,134</b>	<b>2,763,840</b>	<b>5,552,775</b>
<b>Expenditure</b>			
Employee Expenses	162,157	221,945	536,149
Materials and Services	711,260	663,712	1,485,053
Depreciation expense	524,438	639,133	1,533,920
Finance and Borrowing costs	30,483	29,887	119,549
<b>Total Operating Expenses</b>	<b>1,428,339</b>	<b>1,554,677</b>	<b>3,674,671</b>
<b>Operating Surplus/(Deficit)</b>	<b>1,470,795</b>	<b>1,209,163</b>	<b>1,878,104</b>
<b>Capital Income</b>			
Capital Contributions	21,525	-	-
Capital Grants and Subsidies	1,010,912	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>1,032,436</b>	<b>-</b>	<b>-</b>
<b>Net Result</b>	<b>2,503,231</b>	<b>1,209,163</b>	<b>1,878,104</b>

<b>Budgeted Income Statement by Fund 2021/22 Budget</b>			
<b><u>Water</u></b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2021/22</b>
<b>Revenue</b>			
Rates and utility charges	3,790,243	3,998,739	7,998,064
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>3,790,243</b>	<b>3,998,739</b>	<b>7,998,064</b>
Fees and Charges	-	-	-
Operating Grants and Subsidies	45,000	-	-
Operating Contributions	-	-	-
Interest Revenue	16,770	10,417	25,000
Works for Third Parties	30,887	-	-
Other Revenue	27,029	15,833	38,000
<b>Total Operating Revenue</b>	<b>3,909,929</b>	<b>4,024,989</b>	<b>8,061,064</b>
<b>Expenditure</b>			
Employee Expenses	236,061	300,561	740,712
Materials and Services	1,265,561	1,116,362	2,847,508
Depreciation expense	447,816	548,997	1,317,594
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>1,949,437</b>	<b>1,965,920</b>	<b>4,905,814</b>
<b>Operating Surplus/(Deficit)</b>	<b>1,960,492</b>	<b>2,059,069</b>	<b>3,155,250</b>
<b>Capital Income</b>			
Capital Contributions	19,764	-	-
Capital Grants and Subsidies	543,901	-	6,621,723
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>563,665</b>	<b>-</b>	<b>6,621,723</b>
<b>Net Result</b>	<b>2,524,157</b>	<b>2,059,069</b>	<b>9,776,973</b>

<b>Budgeted Income Statement by Fund 2021/22 Budget</b>			
<b><u>Benefited Area</u></b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2021/22</b>
<b>Revenue</b>			
Rates and utility charges	58,253	58,974	117,947
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>58,253</b>	<b>58,974</b>	<b>117,947</b>
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	62,395	-	-
Interest Revenue	11,135	208	500
Works for Third Parties	-	-	-
Other Revenue	-	-	-
<b>Total Operating Revenue</b>	<b>131,783</b>	<b>59,182</b>	<b>118,447</b>
<b>Expenditure</b>			
Employee Expenses	2,687	-	-
Materials and Services	67,509	44,001	47,927
Depreciation expense	23,408	28,584	68,601
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>93,605</b>	<b>72,585</b>	<b>116,528</b>
<b>Operating Surplus/(Deficit)</b>	<b>38,178</b>	<b>(13,403)</b>	<b>1,919</b>
<b>Capital Income</b>			
Capital Contributions	-	-	-
Capital Grants and Subsidies	-	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	-	-	-
<b>Total Capital Income</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Result</b>	<b>38,178</b>	<b>(13,403)</b>	<b>1,919</b>

**8.9 MAREEBA AND DISTRICT CRICKET CLUB COMMUNITY LOAN**

**Date Prepared:** 3 December 2021  
**Author:** Senior Community Wellbeing Officer  
**Attachments:** Nil

---

**EXECUTIVE SUMMARY**

This report details a request for support from the Mareeba and District Cricket Club through the Community Partnerships Program by way of an interest-free loan of \$5,000.

**RECOMMENDATION**

That Council approves the request from the Mareeba and District Cricket Club for a \$5,000 interest-free loan.

**BACKGROUND****Mareeba and District Cricket Club Request**

Council has received a request from the Mareeba and District Cricket Club for an interest-free loan of \$5,000 to be used to connect their new demountable toilet block, to be installed in Borzi Park Mareeba, to the sewer.

The full cost of the sewer pipeline extension and connection is approximately \$27,616.61. Council has previously agreed to contribute \$20,000 to these project costs as pipework will be laid from Chewko Road and if required will allow future connection to other surrounding community facilities, such as the Mareeba Band Hall. Mareeba and District Cricket Club will be responsible for paying all remaining project costs. The interest-free loan will cover part of these costs and the remainder will be paid upfront, in cash, by Mareeba Cricket Club.

**Project Benefits**

The project will contribute to future growth of the Club by providing members with access to toilet facilities. It will also have long term infrastructure benefits and contribute to increased use of community facilities. Mareeba and District Cricket Club have undertaken significant fundraising to cover other costs associated with the installation of the demountable toilet block. The request for an interest-free loan meets the eligibility criteria outlined in the Community Loans Policy.

**Capacity to Repay the Loan**

The Club currently has approximately 200 members and has been operating for at least 50 years. There are no concerns about the sustainability of the Club. Repayments will be made through existing fundraising activities. The Club have confirmed their ability to meet the repay the loan within timeframe specified.

**Current Assistance through Community Partnerships Program**

The Mareeba and District Cricket Club is a "Type A" community lessee receiving rate rebates and remissions to the value of approximately \$4,147 for 2021/22. Council recently approved a donation of used pavers for Mareeba Cricket Club grounds upgrades. This is the extent of support provided by Council through the Community Partnerships Program over the last five years.

**Community Partnerships Program 2021/22**

The application to Council is for an interest-free loan and if approved would be subject to the conditions detailed below:

Loan Purpose:	Sewer connection for Cricket Club new toilet block
Loan Amount:	\$5,000
Loan Term:	5 Years
Repayment Frequency:	Quarterly
Interest Rate:	9%
Foregone Interest:	\$253 per annum
Conditions:	<ul style="list-style-type: none"><li>• Loan funds must be used for the agreed purpose.</li><li>• Mareeba Cricket Club must contact Council's Financial Accountant within three months of approval (approval date 15 December 2021) to accept the offer of loan finance and to progress the loan documentation and funding arrangements.</li><li>• An approval or offer of finance will remain valid for a period of twelve months beyond which the approval will lapse, and the organisation will need to reapply if the funds are still required.</li><li>• Where loan funds are not fully expended, any remaining loan funds are to be returned to Council.</li></ul>

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

Foregone interest will be recorded as an in-kind contribution in the Community Partnerships Program budget.

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

Yes. The foregone interest value will be covered by funds allocated to new requests under the CPP budget 2021/2022.

**LINK TO CORPORATE PLAN**

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

**IMPLEMENTATION/COMMUNICATION**

Mareeba and District Cricket Club will be advised by Customer and Community Group of the outcome of the request and Finance Group will formalise the offer documentation with Mareeba Cricket Club, noting the conditions outlined in the report.

**8.10 MAREEBA BOWLS CLUB - RATE REBATE AND REMISSIONS ASSESSMENT**

**Date Prepared:** 3 December 2021  
**Author:** Senior Community Wellbeing Officer  
**Attachments:** Nil

---

**EXECUTIVE SUMMARY**

This report presents the results of a review of Mareeba Bowls Club eligibility for rate rebates and remissions, in particular the assessment of the Club's classification as a Type A or Type B community group.

**RECOMMENDATION**

That Council approves the assessment of Mareeba Bowls Club as a Type B community group for the purposes of rate rebates and service charge remissions.

**BACKGROUND****Introduction**

This report presents the results of a review of Mareeba Bowls Club eligibility for rate rebates and remissions, in particular the assessment of the Club's classification as a Type A or Type B community group.

The assessment of the Club's financial status and level of commerciality recommends that the Mareeba Bowls Club is classified as a Type B community group. The Club's level of commerciality is similar to other Type B community groups. Clubs and groups classified as Type A community groups for rate rebates and remissions have a lower level of commerciality.

**Background****Rate Rebate and Remissions Policy**

The *Rate Rebate and Remissions Policy* sets out the guidelines to assess requests for rates and charges remissions in relation to not-for-profit organisations. The Policy recognises that the level of commerciality of community groups can change over time and other factors may impact on the sustainability of community groups. Therefore, the classification is not permanent, and eligibility is generally reviewed annually.

In 2018, during negotiations with Council for the exchange of the Bowling Club land and facilities in return for a new purpose-built facility, the Club's classification was changed to a Type A community group. This was in recognition of the Club's reduced revenue streams due to on-site construction and operational disruptions during transition to new facilities. In addition, when discussions were held with the Bowls Club regarding them selling the existing premises to Council and them building a much smaller club house it was indicated that they would be a type A. This was based on the premise that the new clubhouse would be a members only facility with no real commercial activity.

In August 2021, on completion of the construction of the new Club house, a rates notice was issued to Mareeba Bowls Club and because of the level of commerciality Type B community group rebates were applied. At this time the Club requested a review of their rebates. The Club's level of

commerciality and financial status were formally reassessed, and it was confirmed that the Club was classified as a Type B community group. The assessment found that the Club was operating with a relatively high level of commerciality due to substantial income from bar sales, commercial kitchen hire and venue hire.

In October 2021, Mareeba Bowls Club requested a second review of their rebates and the result of this second assessment is outlined below.

### Assessment of Commerciality

The *Rate Rebate and Remission Policy* sets out example revenue streams that are used to assess the level of commerciality of community groups.

Type B groups have additional revenue streams (over and above those available to Type A community groups) including: regular operation of a bar, regular operation or leasing to a third party of a commercial kitchen, industry recognised gate entry fees, fee for service activities, commercial sponsorship. All current Type B community groups have at least two of these income streams. Typically, Type A community groups do not have these income streams.

The Mareeba Bowls Club has a range of income streams and of these income streams, alcohol sales to the general public, commercial kitchen hire and venue hire are considered of higher commerciality and would meet the criteria for a Type B community group.

The Club operate a regular bar for Club members and the bar is made available for private functions approximately once or twice a month. Significant profit is made from alcohol sales. The Club facility includes a commercial kitchen that is hired for a fee on a regular basis to a commercial caterer. The Club also receives hire income from private and community functions.

A review of the Mareeba Bowls Club's financial statements shows that the Club is in a satisfactory financial position and that they are in a good position to meet their debt obligations.

### Summary

Mareeba Bowls Club derives substantial income from bar sales, commercial kitchen hire and venue hire which are revenue streams typical of Type B community groups. The Club is in a satisfactory financial position and there do not appear to be any particular circumstances warranting exception to the assessment.

As a Type B community group the Club will be eligible for (where applicable): general property rate rebates of 50% up to a maximum of \$1,000/year, general service charge remissions of 20% up to a maximum of \$200/year, 100% remission on Local SES Levy and a Type 2 water consumption donation 35% to a maximum of \$1,000/year. The Club will also receive the special Type B community group discounted sewerage rate.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

### ***Operating***

Rate rebates and service charge remissions will be recorded in the Community Partnerships Program budget.

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

Yes. Funds have been allocated for rate rebates and service charge remissions for Mareeba Bowls Club under the Community Partnerships Program budget 2021/22.

**LINK TO CORPORATE PLAN**

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

**IMPLEMENTATION/COMMUNICATION**

Mareeba Bowls Club is to be notified of the result of the assessment.



## 9 INFRASTRUCTURE SERVICES

### 9.1 INFRASTRUCTURE SERVICES, CAPITAL WORKS MONTHLY REPORT - NOVEMBER 2021

**Date Prepared:** 16 November 2021

**Author:** Director Infrastructure Services

**Attachments:**

1. Capital Works Highlights - November 2021
2. Capital Works Summary - November 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 November 2021.

#### RECOMMENDATION

That Council receives the Infrastructure Services Capital Works Monthly Report for the month of November 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 2021/22 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

Monthly project highlights are to be posted on the website and shared on social media.

## Infrastructure Services Capital Works Report Project Highlights - November 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 (TIDS) 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 was also widened to as part of the project.

### Progress Update - Final

The line marking was installed in late November and the project is now completed.



*Bower Road Causeway - before*



*Bower Road Causeway - after*



*Bower / McBean Roads Intersection - before*



*Bower / McBean Roads Intersection - after*

## Infrastructure Services Capital Works Report Project Highlights - November 2021



**Project Name: 2021/22 Reseal and Asphalt Overlay Program**

**Program: Rural and Urban Roads**

### Background

Council undertakes an annual bitumen reseal and asphalt program in order to maintain its road network to a suitable standard. Bitumen resealing and asphalt resurfacing prevents moisture from penetrating through deteriorated bitumen and asphalt seals into the underlying pavement, protecting Council's roads from damage such as rutting and potholes.

### Scope of Works

The scope of works includes bitumen reseals and asphalt overlays on a number of roads across Mareeba Shire to extend the useful life of the existing pavement.

### Progress Update

The existing asphalt on the John Doyle Bridge was showing signs of "shoving" on the eastern end of the bridge and discussions with asphalt providers recommended that the deck wearing surface of the bridge be profiled off and a prime coat of a bituminous waterproof membrane be applied to the concrete deck prior to the laying of high rut asphalt.

The works were undertaken Friday 19 November and the bridge was reopened to traffic at 6am on Saturday 20 November. The line marking was installed 1 December.



*Evidence of shoving*



*Milling of existing deck wearing surface*



*Prime coat and joint treatment*



*Completed deck wearing surface*

## Infrastructure Services Capital Works Report Project Highlights - November 2021



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

**Program: Rural Roads**

### Background

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

Several projects are currently listed in the FNQROC TIDS Program for the widening of sections of Euluma Creek Road between Black Mountain Road and McLeans Bridge Road to cater for increasing heavy traffic and to address ongoing defects, edge wear and edge drop.

### Scope of Works

The first of these projects is the widening of the existing 3.9m bitumen sealed road to 8m including the replacement and extension of existing culverts from chainage 5550 to chainage 6330.

### Progress Update

The pavement rehabilitation and widening activities commenced in October 2021. The milling activities have been completed and all necessary gravel imported and compacted. The stabilising operation is scheduled to commence 6 December, weather permitting. Regular rain and the lack of trucks to deliver road base to site have caused significant delays to the project and unless Julatten gets a run of fine weather, the project will be sealed after the Christmas break. Whilst remaining on time in terms of the TIDS program requirements, the project is forecast to exceed the original budget with the cost overrun able to be covered through savings made on the Bower Road project.



*Milling operation*



*Importing base material*



*Repair of subgrade failure*



*Very difficult construction conditions*

## Infrastructure Services Capital Works Report Project Highlights - November 2021



**Project Name: Kanervo Road - Davies Creek Bridge Replacement**

**Program: Bridges**

### Background

A Level 3 engineering inspection and load assessment was undertaken on the Davies Creek bridge on Kanervo Road in 2015 which identified significant deterioration of some of the timber girders and a load limit of 14 tonnes was imposed on the bridge.

In August 2019, Council secured a grant under the Australian Government's Bridges Renewal Program towards upgrade of the existing bridge over Davies Creek on Kanervo Road. The purpose of this project is to restore the bridge to its original intended load limit and provide accessibility for heavy vehicles.

### Scope of Works

The scope of works includes replacing the existing timber girders and deck of the bridge over Davies Creek on Kanervo Road with concrete precast deck units and a concrete deck, in addition to strengthening of the existing abutments and pier and piers.

### Progress Update

All girders have now been fabricated by Council's bridge crew in the pre-casting yard at the Mareeba Depot. Prior to each concrete pour, the formwork and reinforcement placement was photographed and provided to the consulting engineer engaged for the project to enable certification that works have been completed in accordance with the design.

The bridge crew will commence on-site works in December with pier extensions being undertaken while the creek level is relatively low. This part of the works will not require the bridge to be closed and full access will be available to traffic over the Christmas break.



*Reinforcement prior to concrete pour*



*Example of pre-pour photograph*

## Infrastructure Services Capital Works Report Project Highlights - November 2021



**Project Name:** Palm Valley Road - Widen and Seal

**Program:** Rural Roads

### Background

Palm Valley Road in Koah has been subject to edge wear and edge drop as a result of increased traffic in the area. Funding was allocated in the 2021/22 Capital Works program for widening and sealing the length of the road to provide safer access. The project is jointly funded through the Australian Government's Roads to Recovery program and Council.

### Scope of Works

The scope of works includes the widening and sealing the full length of Palm Valley Road to 8m from the Koah Road intersection to the Kennedy Highway intersection.

### Progress Update

Works commenced on 2 November with the clearing and grubbing of the site and the installation of new headwalls on several culverts. Property accesses were identified, select fill material was imported to build up the shoulders and the road has been closed to all but local traffic during construction.

The milling process and placement of road base commenced in late November. The material milled out is being used to re-sheet sections of the nearby Grievson and Kanervo Roads. Palm Valley Road is programmed for bitumen sealing on 20 December, weather permitting.



*Culvert headwall and wingwall extension*



*Completed culvert headwall and wingwall extension*



*Profiled pavement*



*Mixing and laying road base in profiled areas*

## Infrastructure Services Capital Works Report Project Highlights - November 2021



**Project Name: Fossilbrook Road Lynd River Causeway Construction**

**Program: DRFA Betterment Program**

### Background

In 2019, Council submitted an application to the Queensland Reconstruction Authority (QRA) for Betterment funding to construct a concrete causeway over the Lynd River on Fossilbrook Road.

The 2019 Betterment Program is jointly funded by the Australian and Queensland governments, with a contribution from Council. The purpose of the project to build back more resilient essential infrastructure damaged by the devastating impacts of the North and Far North Queensland Monsoon Trough, 25 January – 14 February 2019 (Monsoon Trough), and reduce the impact of future events on essential infrastructure and the community.

### Scope of Works

The scope of works was for the construction of a 4.5 metre wide, 145 metre long concrete causeway to span the Lynd River to improve access and trafficability through the wet-season, reduce Council's maintenance requirement and minimise disaster assistance claims on this asset post wet-season.

### Progress Update

The construction project commenced early October and was completed in the first week of November with the contractor generally achieving the pouring of three (3) x 16 metre sections per week. The last of the 28 day concrete strength tests are currently being received and it is expected that the project will be closed out before the Christmas break.



*Lynd River, Fossilbrook Road - Before*

# Infrastructure Services Capital Works Report Project Highlights - November 2021



Commencement of works



Section 2 - 19 October 2021



4 November 2021



4 November 2021



Lynd River, Fossilbrook Road - After

## Infrastructure Services Capital Works Report Project Highlights - November 2021



**Project Name: Mareeba North AC Pipe Renewal Water Main Upgrade**

**Program: Water**

### Background

An allocation has been provided in the 2021/22 Capital Works Program to replace the failed existing asbestos cement (AC) water main, along the Mulligan Highway Mareeba to maintain on-going water supply for properties.

This section of water main was identified for replacement following the numerous main breaks occurring in the past few years and are part of Council's strategy to address critical water issues across the Shire over the next 10 years.

### Scope of Works

The scope of works includes replacement of the existing water main with 150mm PVC Supermain, in addition to new service connections, valving and hydrants. The section of water main currently underway at present is along Tobiano Street between Blacks Road and Debel Close.

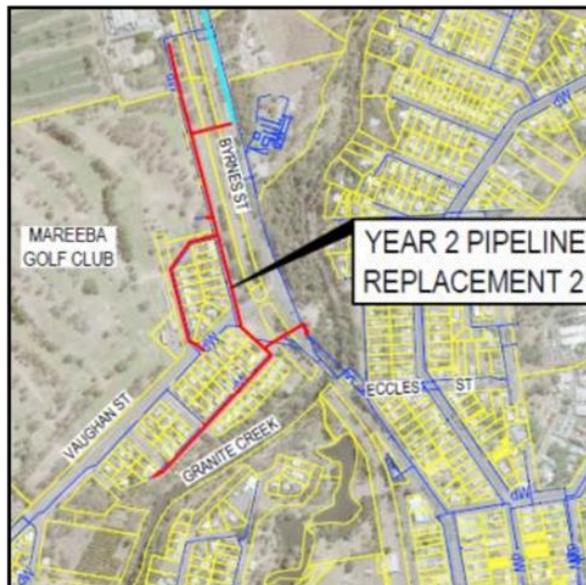
### Progress Update

Works commenced in mid-October with pipe laid by Council's crews along McGrath Road to approximately 150 metres past Debel Close. Council's crew will now move on to water main renewal works in Reynolds Street, Mareeba ahead of the roadworks project scheduled for early 2022.

A contractor has been engaged to undertake the remaining works in the northern part of Mareeba which includes water mains in Moody Street, Hampe Street, Stake Street and four (4) underbores across the state-controlled roads. Works will commence late December/early January, weather permitting.



*Installation of the new water main on McGrath Road*



*Overview of remaining water main replacement in north area of Mareeba*

## Infrastructure Services Capital Works Report Project Highlights - November 2021



**Project Name: Kuranda - Barang Street AC Pipe Renewal Water Main Upgrade**

**Program: Water**

### Background

An allocation has been provided in the 2021/22 Capital Works Program to replace the failed existing asbestos cement (AC) water main, along the length of Barang Street, Kuranda. The works are from new main connections at Rob Veivers Drive to Arara Street to maintain ongoing water supply for properties.

This section of water main was identified for replacement following the numerous main breaks occurring in the past few years, extreme difficulty for QFES to access fire hydrants that are currently located on undulating terrain conditions at some sections. This project is part of Council's strategy to address critical water issues across the Shire over the next 10 years.

### Scope of Works

The scope of works includes replacement of the existing water main with a mixture of ductile iron 150mm pipe and 150mm PVC Supermain, in addition to new service connections, valving and hydrants.

### Progress Update

Works commenced in mid-October with an estimated four (4) month construction program, weather dependent.

Works from Rob Veivers Drive to the Thongon Street intersection were completed by 3 December. The contractor is programmed to install the section of water main along Barang St to the Arara Street intersection by 21 December, prior to closing down for the Christmas break. The contractor has advised they will then return to site on 10 January 2022 to finalise works by late January/early February, weather permitting.



*Laying and installation of the new 150mm diameter PVC Supermain water main west of Thongon St intersection*

Infrastructure Services Capital Works Summary Report - November 2021

Project Description	Project Stage	Progress Comment
<b>Program: 01 Rural and Urban Roads Reseal Program (Renewal)</b>		
2021/22 Reseal & Asphalt Program	Construction	Reseal chainages for 2021/22 have been confirmed and preparation works will commence second week of December.
RD-05 Betterment Co-Contribution	Not Commenced	Funding set aside for potential projects arising from 2021/22 DRFA events and as complimentary expenditure for approved REPA projects to ensure 'value for money' outcomes are achieved.
<b>Program: 02 Gravel Resheet</b>		
2021/22 Gravel Resheet Program	Construction	Resheeting sections of Grievson and Kanervo Roads in December with material milled out of the Palm Valley Road widening and sealing project.
<b>Program: 03 Urban Streets</b>		
R2R Reynolds Street, Mareeba - Replace Kerb and Channel	Design	Roadworks and kerbing programmed for early May 2022. Sections of ageing water main will be replaced un the AC water main replacement program from mid December.
<b>Program: 04 Rural Roads</b>		
TIDS Bower Road, Arriga - Widen and Seal Ch 1.447-4.317	Completed	Project completed November 2021.
TIDS Euluma Creek Road, Julatten Ch 7.01-9.325 Rehabilitate and Widen 3 sections within chainage	Construction	Tree stumps being removed. Culvert extensions commencing early December. Project length has been reduced to Ch 8760 to suit available funding.
TIDS Euluma Creek Road, Julatten Ch 9.350-10.130 rehabilitate & widen 3 sections within chainage	Design	Funding no longer split over two (2) financial years. Project will be delivered as part of 2022/23 Capital Works Program.
R2R Wolfram Road, Dimbulah Priority Sections Stage 2	Procurement	Construction programmed to start late January, weather permitting. Quotations called and awarded.
R2R Palm Valley Road, Koah - Widen and Seal Ch 0.00-1.30	Construction	Project has commenced and milling operations are complete. Base gravel is being imported and placed. Seal date of 20 December has been booked, weather permitting. The project should reach sealing stage before this date and if an opportunity arises, the bitumen sealing contractor will undertake the sealing of Palm Valley Road prior to the booked date.
Borzi Road, Mareeba - Widen and Seal Ch 0.03-0.67	Design	Programmed for construction July to October 2022.
TIDS Euluma Creek Road, Julatten Ch 5.565-6.343 Rehabilitate and Widen	Construction	Stabilising of the base material commenced Tuesday 30 November. Gravel supply to the project has been extremely slow due to the lack of availability of trucks, therefore it has taken twice the amount of time estimated to import the base material. Wet weather, unsuitable subgrade and slow gravel supply have impacted project budget. Bitumen seal is booked for 7 December 2021, weather permitting.
DRFA Betterment Co-contribution	Completed	Fossilbrook Causeway construction complete.
Fallon Road, Kuranda - Rehabilitate Pavement Ch 0.874 - 0.948	Planning	On hold as two (2) sites submitted to QRA for DRFA funding consideration. Awaiting advice from QRA.
<b>Program: 05 Bridges</b>		
BRP Davies Creek Road Bridge Replacement	Design	Programmed for construction April/May 2022.
Granite Creek, Mareeba - Replace Footbridge Deck (Eales Park)	Planning	Quotes invited for design closing early December 2021.
Palm Close, Mareeba - Replace Footbridge Boards	Planning	Quotes invited for design closing early December 2021.
Bicentennial Lakes Footbridge Safety Upgrade	Not Commenced	Project on hold - potential for the full area to be upgraded under Parks & Open Spaces Strategy.
Hales Siding Road - Timber Bridge Replacement	Not Commenced	On hold pending discussions with funding body regarding potential deferral of project.
Kanervo Road, Replace Timber Bridge over Davies Creek	Construction	Girder fabrication will be completed first week of December. Staff will attempt some pier widening work under traffic control prior to Christmas close down, weather permitting. Commencement of bridge deck removal and replacement will depend on weather conditions and creek heights.
<b>Program: 06 Drainage</b>		
RR-02 2021/22 Minor Culvert and Causeways Renewal	Construction	No culvert or causeway renewals undertaken in November. Further works to be programmed.
Amaroo Mareeba - Drainage Upgrade Stage 2 of 3 - Karoeban Drive to Yarabee Close (300m)	Design	Stage 2 section has been cleared and is currently being surveyed for design. Construction currently programmed for June / July 2022.
<b>Program: 08 Parking</b>		
Borzi Park, Mareeba - Carparking Masterplan	Not Commenced	Design programmed to start in early 2022

Infrastructure Services Capital Works Summary Report November 2021

Project Description	Project Stage	Progress Comment
<b>Program: 09 Footpaths</b>		
2021/22 Footpath Renewal Program	Not Commenced	To be programmed.
Basalt Gully Stewart Street, Mareeba Footpath Renewal	Construction	Major works completed November 2021. A new switchback link to Stewart Street and connection to picnic shelter will be completed in 2022 following completion of survey and design.
Rankin Street, Mareeba - Footpath Renewal (Chewko Byrnes)	Procurement	Contractor engaged. Project is programmed to commence in mid-December during school holidays.
<b>Program: 10 Parks and Gardens</b>		
Mary Andrews Park, Mareeba - Replace Exercise Equipment	Procurement	Static exercise equipment has been ordered. Latest advice from Proludic indicates installation will commence 17 January 2022 and take approximately 1 week. Should the equipment arrive in Brisbane earlier than expected the installation may be brought forward subject to contractor availability.
2021/22 Park Entrance Sign Renewal Program	Procurement	Waiting delivery of signage with installation programmed for early 2022.
Dimbulah Parks Irrigation Upgrades	Construction	Project will commence second week of December 2021.
Chillagoe Parks Irrigation Upgrades	Completed	Project complete November 2021.
Shire Beautification Program	Construction	Potential for a portion of the remaining balance of funds to be used to upgrade Byrnes Street Centre Islands between Hort and Middlemiss Streets.
Bi-Centennial Lakes - Seed Funding	Not Commenced	No grants identified as yet.
<b>Program: 11 Water</b>		
LER / LRCIP2 Chillagoe Bore & Water Main Construction	Construction	Bore and pipeline commissioned by auxiliary (generator) power. Awaiting Ergon to connect power which is scheduled for January 2022.
Myola Road, Kuranda - Reservoir Flow Meter	Construction	New flow meters installed, with electrical and telemetry connections to be established.
Warril Drive, Kuranda - Water Main Replacement	Construction	Works completed with some remediation work to be completed early December 2021.
W4Q4 Barang Street, Kuranda - Water Main Upgrade	Construction	Works progressing well with water main installation and service connections completed to about half the project to date. Contractor will demobilise prior to Christmas and return after the Christmas break to complete the project.
Mareeba Transfer Holding Lagoon New Spare Pump	Procurement	Pump is on order with a long lead time for delivery anticipated.
W4Q4 Mareeba AC & Defunct Pipe Replacement 2.5km	Procurement	Tender awarded for section of works from Granite Creek bridge to Debel Close. Council crew will now focus attention onto Reynolds Street water main replacement in preparation for roadworks and K&C replacement in 2022.
2021/22 Water Telemetry/SCADA Upgrades	Planning	Planning with Council's SCADA officer and external contractor underway. Some internal liaising with IT for server upgrades.
2021/22 Valve Replacement Program (Reticulation)	Construction	Some works have been completed. Planning on other areas underway.
Mareeba WTP Study and potential upgrade of wastewater system to improve supernatant quality	Planning	This project will be delayed due to ongoing lockdowns in NSW affecting the ability of City Water Technologies to perform their work.
Mareeba Water Treatment Plant - SML Reservoir Roof Replacement	Procurement	The underside of the reservoir roof inspected whilst it was emptied when changing the drain valves. The roof has not deteriorated any further since it was last inspected a few years ago. It is recommended to defer this project and focus on the future upgrade plans provided by City Water Technologies and plan for a new 10ML reservoir.
2021/22 Hydrant Renewal Program	Construction	Works underway with hydrants being replaced in Chillagoe and Mareeba. Further assessments underway for replacements where applicable.
Mareeba Water Treatment Plant Filtration Upgrade	Not Commenced	BOR Grant application being submitted for this project.
Warril Drive, Kuranda - Water Main Replacement	Completed	Project completed in November 2021.
Mareeba and Kuranda Water Treatment Plant - Staged start-up of raw water pumps upgrade	Design	Project intent to potentially list as upgrades at the water plant and submit as a grant funded project.
Mareeba Water Treatment Plant - Filter 3 Install dedicated backwash pumps and reconfigure wash water feed pipes	Not Commenced	Project on hold pending outcome of BOR grant application for new filter block.

Infrastructure Services Capital Works Summary Report - November 2021

Project Description	Project Stage	Progress Comment
Mareeba Water Treatment Plant - Optimise clarifier performance upgrade	Design	Report on project received from City Water Technologies with recommendations for further works.
Mareeba Water Treatment Plant - Backwash operation renewal	Not Commenced	Project pending outcome of grant application for new filter block. Working with City Water Technologies for the implementation of this project, in conjunction with the new backwash system they are designing if grant funding is not successful.
Chillagoe Water Treatment Plant Filter Cell	Construction	Works continuing in December.
<b>Program: 12 Wastewater</b>		
Kuranda Wastewater Treatment Plant - Replace Sludge Conveyor Belts	Procurement	Belts for the conveyor will need to be made by the supplier and council staff are in contact with the appropriate people on this.
Telemetry/SCADA Upgrades.	Procurement	Project works being identified and planned with Council's SCADA officer and external contractor, with two sewerage pump stations having the communication networks upgraded.
New Sewer Pump Station Standby Generators x2	Procurement	The successful supplier has advised that new generators should arrive by March 2022.
2021/22 Mareeba Sewer CCTV & Relining Program	Construction	Relining Solutions have several crews working in Mareeba at present and project works are on schedule.
2021/22 Mareeba Wastewater Treatment Plant Component Renewals	Procurement	Purchase orders issued for quoted goods. Potential long lead times on delivery of some items.
Granite Creek, Mareeba Sewerage Pump Station Refurbishment	Construction	Preliminary works commenced week of 29 November with major works planned for January 2022.
2021/22 Mareeba Pump Station Magflow Install Program	Planning	Prioritising pump stations for flow meter requirements.
2021/22 Mareeba Wastewater Reticulation Pump Renewal	Construction	Currently assessing which SPS pumps require replacement, with one pump being replaced to date.
Minor Sewerage Pump Stations H2S protection and refurbishment.	Construction	Preliminary works commenced late November with major works planned for early 2022.
Mareeba Wastewater Treatment Plant - Aeration diffusers replacement (every 5 years)	Construction	Equipment has arrived and arrangements will be made for installation in 2022 after wet season.
Mareeba Gravity Sewer Main installation from Cedric Davies to Lifestyle Sewerage Pump Station	Construction	Pre-start meeting held 29 November with construction works to commence 13 December and be completed by end of January 2022.
<b>Program: 13 Waste</b>		
Mareeba Waste Facility Weighbridge Data Recording System	Construction	New PC and software installed to Mareeba WTS Tuesday 22 November with training provided to waste contractors staff Wednesday 23 November.
Kuranda Waste Transfer Station Weighbridge & Gatehouse	Construction	Site civil works completed and awaiting arrival of steel weighbridge once on site and installation completed weighbridge will be commissioned.
2021/22 Mareeba Waste Facility - Leachate Pump Station Pump Replacement (Annual replacement rolling program)	Construction	Works are underway and there is a need to replace some of the leachate lines due to deterioration.
2021/22 Mareeba Waste Facility - Leachate Sump Pump Replacement	Construction	Works are underway and there is a need to rectify a concrete pit replace some of the leachate lines due to deterioration.
Mareeba Waste Facility - Buy Back Shop Construction	Procurement	Development application submitted with relevant state body and Council. State have advised they will approve the application. New shed for buy back shop to hopefully be constructed prior to Christmas break.
Mareeba Waste Facility - Design for New Landfill Cells	Procurement	New cell design underway, consultant working in conjunction with Council officers and work expected to be completed by early to mid-2022.
<b>Program: 15 Fleet</b>		
Fleet Replacement #1336 - LLOs Dual Cab Ute	Procurement	Purchase Order raised 10 September 2021; anticipated delivery December 2021.
Fleet Replacement #676 - Civil Works Truck	Procurement	Purchase Order raised 4 August 2021; anticipated delivery is December 2021.
Fleet Replacement #1317 - Western Roads Landcruiser	Procurement	Purchase Order raised 4 August 2021; anticipated delivery is December 2021.
Fleet Replacement #4009 Toro 72" Mower	Procurement	Purchase Order raised 23 August 2021; anticipated delivery is November 2021.
Fleet Replacement #509 Backhoe	Procurement	Purchase Order raised 19 August 2021; anticipated delivery is January 2022.

Infrastructure Services Capital Works Summary Report November 2021

Project Description	Project Stage	Progress Comment
Fleet Replacement #1250 - Water and Waste Hilux	Procurement	Project to be finalised December 2021.
Fleet Replacement #1251 - Water and Waste Hilux	Procurement	Project to be finalised December 2021.
Fleet Replacement #4055 - Kubota 72" Front Deck	Procurement	Project to be finalised December 2021.
Fleet Replacement #4053 - Husqvarna Zero Turn	Procurement	Purchase Order raised 26 October 2021; anticipated delivery January 2022.
Fleet Refurbishment #400 - Cat Excavator (Track)	Procurement	Purchase Order to be raised; work to be completed over the Christmas period shutdown.
Fleet Refurbishment Truck Mounted Water Tank	Planning	Works programmed for December / January during wet season.
Fleet Replacement #1239/1300 with 1x Pool Vehicle	Completed	Vehicle deployed 17 November 2021.
GPS Vehicle Management System	Planning	Potential system and fleet to be fitted under assessment.
Replace Unit 5432 Sewerage Jet Rodder trailer with a hydro vac truck	Procurement	Monitoring auctions and will procure when suitable plant identified.
Fleet Purchase 3 x Portable Traffic Lights	Procurement	Purchase Order raised early November to purchase 3 set of portable traffic lights.
<b>Program: 16 Depots and Council Offices</b>		
Kowa Street, MSC Depot - Air conditioning Replacement	Construction	Existing system has required some repairs to ensure operability through to replacement date. Works remain on track for replacement during the Christmas shutdown period.
Rankin Street, MSC Office - External Refurbishment	Planning	Procurement to commence in early 2022.
Rankin Street, MSC Office - Air conditioning and General Roof Covers	Planning	Procurement to commence in early 2022.
Rankin Street, MSC Office - Town Planning Foyer Reconfiguration	Procurement	Tender evaluation in progress.
Kowa Street, MSC Depot - Emergency Generator	Planning	Size and location of generator/s needed under assessment.
<b>Program: 17 Community Buildings</b>		
Dimbulah / Mareeba / Kuranda Pools Chlorine Dosing Improvements	Planning	Procurement to commence in early 2022.
Mareeba Leagues Club Grandstand Refurbishment	Procurement	No quotations received, will call quotes again in late January 2022, for works completion by end of financial year.
Mareeba PCYC Shire Hall Part Roof Replacement (Partial roof replacement)	Design	Heritage exemption approval received from DES with conditions. Project will be tendered early 2022 with works to be completed prior to end of financial year.
2021/22 Shire-wide Ablution Refurbishment Program	Construction	Ten Acre Park, Chillagoe and Mareeba Heritage Centre Completed. Planning for further refurbishment sites underway.
Koah Tennis Court - Remove/replace the unstable timber light poles (with metal poles and caged footings within concrete)	Not Commenced	Koah Management Committee have advised they are not proceeding with their grant application for a structure over the tennis courts. Therefore, planning for replacement of lights to proceed.
Mareeba, Dimbulah and Kuranda Aquatic Facilities - Remote monitoring upgrade for all swimming pools	Construction	On hold.
Kuranda SES Facilities Upgrade	Construction	Works progressing well, approvals received for locating the sand box from QAS. SES have made arrangements for preliminary works to be done prior to Christmas.
<b>Program: 18 Non-Infrastructure Items</b>		
DRFA Flood Warning Infrastructure Network MbaSC.0016.1819E.FWI - River Gauge (Biboohra)	Design	Site investigations conducted November 2021. Works to commence March - April 2022.
DRFA Flood Warning Infrastructure Network MbaSC.0018.1819E.FWI - Rain Gauge (7 locations)	Design	Site investigations conducted November 2021. Works to commence March - April 2022.
Kuranda New Cemetery	Planning	Draft masterplan received and under review.
<b>Program: 20 KIAC</b>		
KIAC - New Wayfinding Signage	Construction	Working with supplier to rectify defects has been hampered by COVID restrictions however supplier has indicated they will travel to inspect signage at Council depot prior to Christmas.

**9.2 TENDER AWARD - T-MSC2021-20 DRFA WESTERN ROADS PACKAGE**

**Date Prepared:** 15 November 2021  
**Author:** Manager Technical Services  
**Attachments:** Nil

**EXECUTIVE SUMMARY**

The purpose of this report is to inform Council of the assessment of tender submissions for T-MSC2021-20 DRFA Western Roads Package and provide recommendation on award of the tender.

**RECOMMENDATION**

That Council awards the contract for T-MSC2021-20 DRFA Western Roads Package to Gregg Construction Pty Ltd for the amount of \$4,901,756.50 (ex GST) subject to Queensland Reconstruction Authority (QRA) approval.

**BACKGROUND**

Queensland Reconstruction Authority (QRA) declared the 'Tropical Cyclone Niran and Associated Low Pressure System, 25 February - 3 March 2021' a natural disaster event, triggering Disaster Recovery Funding Arrangements (DRFA) which provide local governments with assistance to reinstate essential infrastructure.

Council has engaged ARO Industries to undertake site investigations necessary for the development of a detailed reinstatement methodology, which was subsequently submitted to the QRA for assessment against 'compliance' and 'value for money' criteria.

QRA has considered and approved the scope of works associated with the project, including the allocation of a preliminary budget. With completion of the tender process, Council officers intend to seek reconfirmation of both the scope and value of works from QRA to ensure compliance with funding requirements.

The tendered scope of DRFA works includes reinstatement of carriageway, shoulders and associated stormwater infrastructure on various roads to pre-existing condition and to a standard which complies with current engineering and environmental standards.

Council invited tenders through VendorPanel on 16 October 2021 and tenders closed 11am, on Monday, 8 November 2021. Three (3) tenders were received.

**Tender Evaluation**

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

- 40% - Value for Money
- 25% - Demonstrated Understanding
- 15% - Relevant Skills and Experience
- 10% - Key Personnel
- 10% - Local Content

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.

All tenders were conforming, with all tenderers assessed as capable of delivering the projects to a satisfactory standard in accordance with QRA specifications.

ARO Industries assessed the three (3) tenders received and sought post-tender clarifications to ensure discrepancies in pricing, material supply and stated exclusions were fully understood, prior to completing the evaluation. The submitted tendered rates supplied by all tenderers went to multiple decimal places. These were adjusted by rounding unit rates to two (2) decimal places to meet QRA requirements.

A summary of the Tender assessment, incorporating the adjusted tender values and evaluation against conformance, price and non-price criteria, resulted in the ranking of submissions displayed in Table 1 below.

*Table 1: Tender Evaluation Summary*

<b>Tenderer</b>	<b>Price Ex GST</b>	<b>Ranking</b>
Durack Civil Pty Ltd	\$3,811,594.22	2
Gregg Construction Pty Ltd	\$4,901,756.50	1
Gulf Civil Pty Ltd	\$4,356,307.57	3

Based on both quantitative and qualitative criteria assessment, Gregg Construction Pty Ltd is the recommended tenderer for Contract TMS2021-20 Western Roads Package.

## **RISK IMPLICATIONS**

### **Financial**

The project scopes and costs are subject to DRFA eligibility and Council must meet these requirements. Any ineligible costs must be met by Council, so QRA approval is recommended prior to awarding tenders.

### **Infrastructure and Assets**

The reinstated civil infrastructure will meet pre-existing condition and current engineering standards and therefore should not impact the long-term cost to Council.

### **Legal and Compliance**

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

## **FINANCIAL AND RESOURCE IMPLICATIONS**

### **Capital**

Nil. All eligible costs are able to be sought for reimbursement through DRFA.

### **Operating**

Nil. The replacement civil infrastructure will meet pre-existing condition and current engineering standards, and therefore should not increase the operational costs associated with maintaining the network.

**LINK TO CORPORATE PLAN**

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

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

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

**IMPLEMENTATION/COMMUNICATION**

Application will be made to the QRA for project funding and tenderers kept informed of the approval status as required.



**9.3 TENDER AWARD - T-MSC2021-21 DRFA MID-WESTERN ROADS PACKAGE**

**Date Prepared:** 15 November 2021  
**Author:** Manager Technical Services  
**Attachments:** Nil

---

**EXECUTIVE SUMMARY**

The purpose of this report is to inform Council of the assessment of tender submissions for T-MSC2021-21 DRFA Mid-Western Roads Package and provide recommendation on award of the tender.

**RECOMMENDATION**

That Council awards the contract for T-MSC2021-21 DRFA Mid-Western Roads Package to Durack Civil Pty Ltd for the amount of \$2,971,749.88 (ex GST) subject to Queensland Reconstruction Authority (QRA) approval.

**BACKGROUND**

Queensland Reconstruction Authority (QRA) declared the 'Tropical Cyclone Niran and Associated Low Pressure System, 25 February - 3 March 2021' a natural disaster event, triggering Disaster Recovery Funding Arrangements (DRFA) which provide local governments with assistance to reinstate essential infrastructure.

Council has engaged ARO Industries to undertake site investigations necessary for the development of a detailed reinstatement methodology, which was subsequently submitted to the QRA for assessment against 'compliance' and 'value for money' criteria.

QRA has considered and approved the scope of works associated with the project, including the allocation of a preliminary budget. With completion of the tender process, Council officers intend to seek reconfirmation of both the scope and value of works from QRA to ensure compliance with funding requirements.

The tendered scope of DRFA works includes reinstatement of carriageway, shoulders and associated stormwater infrastructure on various roads to pre-existing condition and to a standard which complies with current engineering and environmental standards.

Council invited tenders through VendorPanel on 16 October 2021 and tenders closed 11am, on Monday, 8 November 2021. Four (4) tenders were received.

**Tender Evaluation**

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

- 40% - Value for Money
- 25% - Demonstrated Understanding
- 15% - Relevant Skills and Experience
- 10% - Key Personnel
- 10% - Local Content

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.

All tenders were conforming, with all tenderers assessed as capable of delivering the projects to a satisfactory standard in accordance with QRA specifications.

ARO Industries assessed the four (4) tenders received and sought post-tender clarifications to ensure discrepancies in pricing, material supply and stated exclusions were fully understood, prior to completing the evaluation. The submitted tendered rates supplied by all tenderers went to multiple decimal places. These were adjusted by rounding unit rates to two (2) decimal places to meet QRA requirements.

A summary of the Tender assessment, incorporating the adjusted tender values and evaluation against conformance, price and non-price criteria, resulted in the ranking of submissions displayed in Table 1 below.

*Table 1: Tender Evaluation Summary*

<b>Tenderer</b>	<b>Price excl.GST</b>	<b>Ranking</b>
Durack Civil Pty Ltd	\$2,971,749.88	1
Gregg Construction Pty Ltd	\$4,860,874.25	2
Gulf Civil Pty Ltd	\$2,974,162.66	2
Watto's Earthmoving & Machinery Hire Pty Ltd	\$5,032,018.63	3

Based on both quantitative and qualitative criteria assessment, Durack Civil Pty Ltd is the recommended tenderer for Contract TMSC2021-21 Mid-Western Roads Package.

## **RISK IMPLICATIONS**

### **Financial**

The project scopes and costs are subject to DRFA eligibility and Council must meet these requirements. Any ineligible costs must be met by Council, so QRA approval is recommended prior to awarding tenders.

### **Infrastructure and Assets**

The reinstated civil infrastructure will meet pre-existing condition and current engineering standards and therefore should not impact the long-term cost to Council.

### **Legal and Compliance**

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

## **FINANCIAL AND RESOURCE IMPLICATIONS**

### **Capital**

All eligible costs are able to be sought for reimbursement through DRFA.

**Operating**

Nil. The replacement civil infrastructure will meet pre-existing condition and current engineering standards, and therefore should not increase the operational costs associated with maintaining the network.

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

N/A

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

N/A

**LINK TO CORPORATE PLAN**

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

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

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

**IMPLEMENTATION/COMMUNICATION**

Application will be made to the QRA for project funding and tenderers kept informed of the approval status as required.



**9.4 TENDER AWARD - T-MSC2021-22 DRFA DIMBULAH ROADS PACKAGE**

**Date Prepared:** 15 November 2021  
**Author:** Manager Technical Services  
**Attachments:** Nil

---

**EXECUTIVE SUMMARY**

The purpose of this report is to inform Council of the assessment of tender submissions for T-MSC2021-22 DRFA Dimbulah Roads Package and provide recommendation on award of the tender.

**RECOMMENDATION**

That Council awards the contract for T-MSC2021-22 DRFA Dimbulah Roads Package to Gregg Construction Pty Ltd for the amount of \$1,924,682.94 (ex GST) subject to Queensland Reconstruction Authority (QRA) approval.

**BACKGROUND**

Queensland Reconstruction Authority (QRA) declared the 'Tropical Cyclone Niran and Associated Low Pressure System, 25 February - 3 March 2021' a natural disaster event, triggering Disaster Recovery Funding Arrangements (DRFA) which provide local governments with assistance to reinstate essential infrastructure.

Council has engaged ARO Industries to undertake site investigations necessary for the development of a detailed reinstatement methodology, which was subsequently submitted to the QRA for assessment against 'compliance' and 'value for money' criteria.

QRA has considered and approved the scope of works associated with the project, including the allocation of a preliminary budget. With completion of the tender process, Council officers intend to seek reconfirmation of both the scope and value of works from QRA to ensure compliance with funding requirements.

The tendered scope of DRFA works includes reinstatement of carriageway, shoulders and associated stormwater infrastructure on various roads to pre-existing condition and to a standard which complies with current engineering and environmental standards.

Council invited tenders through VendorPanel on 16 October 2021 and tenders closed 11am, on Monday, 8 November 2021. Five (5) tenders were received.

**Tender Evaluation**

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

- 40% - Value for Money
- 15% - Relevant Skills and Experience
- 10% - Key Personnel
- 25% - Demonstrated Understanding
- 10% - Local Content

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.

All tenders were conforming, with all tenderers assessed as capable of delivering the projects to a satisfactory standard in accordance with QRA specifications.

ARO Industries assessed the five (5) tenders received and sought post-tender clarifications to ensure discrepancies in pricing, material supply and stated exclusions were fully understood, prior to completing the evaluation. The submitted tendered rates supplied by all tenderers went to multiple decimal places. These were adjusted by rounding unit rates to two (2) decimal places to meet QRA requirements.

A summary of the Tender assessment, incorporating the adjusted tender values and evaluation against conformance, price and non-price criteria, resulted in the ranking of submissions displayed in Table 1 below.

*Table 1: Tender Evaluation Summary*

<b>Tenderer</b>	<b>Price Excl.GST</b>	<b>Ranking</b>
Durack Civil Pty Ltd	\$1,303,089.05	2
Gregg Construction Pty Ltd	\$1,924,682.94	1
Gulf Civil Pty Ltd	\$2,239,079.05	4
Mendi Constructions Pty Ltd	\$1,839,190.09	5
Watto's Earthmoving & Machinery Hire Pty Ltd	\$2,143,772.51	3

Based on both quantitative and qualitative criteria assessment, Gregg Construction Pty Ltd is the recommended tenderer for Contract TMSC2021-22 Dimbulah Roads Package.

## **RISK IMPLICATIONS**

### **Financial**

The project scopes and costs are subject to DRFA eligibility and Council must meet these requirements. Any ineligible costs must be met by Council, so QRA approval is recommended prior to awarding tenders.

### **Infrastructure and Assets**

The reinstated civil infrastructure will meet pre-existing condition and current engineering standards and therefore should not impact the long-term cost to Council.

### **Legal and Compliance**

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

## **FINANCIAL AND RESOURCE IMPLICATIONS**

### **Capital**

Nil. All eligible costs are able to be sought for reimbursement through DRFA.

***Operating***

Nil. The replacement civil infrastructure will meet pre-existing condition and current engineering standards, and therefore should not increase the operational costs associated with maintaining the network.

**LINK TO CORPORATE PLAN**

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

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

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

**IMPLEMENTATION/COMMUNICATION**

Application will be made to the QRA for project funding and tenderers kept informed of the approval status as required.



**9.5 TENDER AWARD - T-MSC2021-23 DRFA EASTERN ROADS PACKAGE**

**Date Prepared:** 15 November 2021  
**Author:** Manager Technical Services  
**Attachments:** Nil

---

**EXECUTIVE SUMMARY**

The purpose of this report is to inform Council of the assessment of tender submissions for T-MSC2021-23 DRFA Eastern Roads Package and provide recommendation on award of the tender.

**RECOMMENDATION**

That Council awards the contract for T-MSC2021-23 DRFA Eastern Roads Package to Keltone Construction Pty Ltd for the amount of \$1,022,400.67 (ex GST) subject to Queensland Reconstruction Authority (QRA) approval.

**BACKGROUND**

Queensland Reconstruction Authority (QRA) declared the 'Tropical Cyclone Niran and Associated Low Pressure System, 25 February - 3 March 2021' a natural disaster event, triggering Disaster Recovery Funding Arrangements (DRFA) which provide local governments with assistance to reinstate essential infrastructure.

Council has engaged ARO Industries to undertake site investigations necessary for the development of a detailed reinstatement methodology, which was subsequently submitted to the QRA for assessment against 'compliance' and 'value for money' criteria.

QRA has considered and approved the scope of works associated with the project, including the allocation of a preliminary budget. With completion of the tender process, Council officers intend to seek reconfirmation of both the scope and value of works from QRA to ensure compliance with funding requirements.

The tendered scope of DRFA works includes reinstatement of carriageway, shoulders and associated stormwater infrastructure on various roads to pre-existing condition and to a standard which complies with current engineering and environmental standards.

Council invited tenders through VendorPanel on 16 October 2021 and tenders closed 11am, on Monday, 8 November 2021. Five (5) tenders were received.

Tender Evaluation

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

- 40% - Value for Money
- 25% - Demonstrated Understanding
- 15% - Relevant Skills and Experience
- 10% - Key Personnel
- 10% - Local Content

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.

All tenders were conforming, with all tenderers assessed as capable of delivering the projects to a satisfactory standard in accordance with QRA specifications.

ARO Industries assessed the five (5) tenders received and sought post-tender clarifications to ensure discrepancies in pricing, material supply and stated exclusions were fully understood, prior to completing the evaluation. The submitted tendered rates supplied by all tenderers went to multiple decimal places. These were adjusted by rounding unit rates to two (2) decimal places to meet QRA requirements.

A summary of the Tender assessment, incorporating the adjusted tender values and evaluation against conformance, price and non-price criteria, resulted in the ranking of submissions displayed in Table 1 below.

*Table 1: Tender Evaluation Summary*

<b>Tenderer</b>	<b>Price Ex GST</b>	<b>Ranking</b>
Durack Civil Pty Ltd	\$1,105,060.31	3
Gregg Construction Pty Ltd	\$1,366,873.07	2
Gulf Civil Pty Ltd	\$2,141,860.40	4
HEH Civil Pty Ltd	\$3,547,704.32	5
Keltone Construction Pty Ltd	\$1,022,400.67	1

Based on both quantitative and qualitative criteria assessment, Keltone Construction Pty Ltd is the recommended tenderer for Contract TMSC2021-23 Eastern Roads Package.

## **RISK IMPLICATIONS**

### **Financial**

The project scopes and costs are subject to DRFA eligibility and Council must meet these requirements. Any ineligible costs must be met by Council, so QRA approval is recommended prior to awarding tenders.

### **Infrastructure and Assets**

The reinstated civil infrastructure will meet pre-existing condition and current engineering standards and therefore should not impact the long-term cost to Council.

### **Legal and Compliance**

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

## **FINANCIAL AND RESOURCE IMPLICATIONS**

### **Capital**

Nil. All eligible costs are able to be sought for reimbursement through DRFA.

**Operating**

Nil. The replacement civil infrastructure will meet pre-existing condition and current engineering standards, and therefore should not increase the operational costs associated with maintaining the network.

**LINK TO CORPORATE PLAN**

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

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

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

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

**IMPLEMENTATION/COMMUNICATION**

Application will be made to the QRA for project funding and tenderers kept informed of the approval status as required.



**9.6 TENDER AWARD - T-MS2021-24 MAREEBA CLEANING SERVICES CONTRACT**

**Date Prepared:** 9 November 2021  
**Author:** Manager Technical Services  
**Attachments:** Nil

---

**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with an assessment of the tenders received for T-MS2021-24 Mareeba Cleaning Services Contract – Various Facilities and provide recommendation on award of the tender.

**RECOMMENDATION**

That the Council awards Tender T-MS2021-24 Mareeba Cleaning Services Contract to Abel Services Pty Ltd for the amount of \$218,625.00 (ex GST).

**BACKGROUND**

Tenders were invited for the provision of cleaning services for Council Facilities in Mareeba which include Kowa Street Administration Offices, Dongas and Soils Lab, Cedric Davies Community Hub including the library and the function room, Mareeba Aerodrome Western Precinct and Amenities blocks and Mareeba Sports Hall.

The tenders required suitably qualified and experienced contractors to provide a cleaning service, based on a detailed work specification and set frequency per location. The tender sought a fixed price for the term of the contract, being a two (2)-year period with the option for a one (1) year extension, effective from 1 January 2022.

Council invited tenders through VendorPanel closing Tuesday 2 November 2021, with six (6) submissions being received.

Tender Evaluation

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

- 40% - Tendered Price
- 20% - Demonstrated Understanding
- 20% - Relevant Experience
- 10% - Tenderer's Resources
- 10% - Key Personnel Skills and Experience

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.

All tenders were conforming, with all tenderers assessed as capable of completing the works.

A summary of the Tender assessment, incorporating the evaluation against conformance, price and non-priced base criteria, resulted in the ranking of submissions displayed in *Table 1* below.

Table 1: Tender Evaluation Summary

Tenderer	Price Ex GST	Ranking
Abel Services Pty Ltd	\$218,625.00	1
Absolute Property Services	\$557,285.40	6
Biniris (Aust) Pty Ltd	\$254,630.22	2
Command51 Cleaning	\$342,075.60	3
Commercial Property Cleaning	\$332,637.33	4
Hyperclean Services Pty Ltd	\$250,179.03	5

## RISK IMPLICATIONS

### Financial

Award of the contract will result in increased operational costs which Council officers will attempt to manage within available budget allocations for the remainder of the financial year. Future operational budgets will be structured accordingly.

## LEGAL/COMPLIANCE/POLICY IMPLICATIONS

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

## FINANCIAL AND RESOURCE IMPLICATIONS

### Operating

Award of the contract will result in increased operational costs which Council officers will attempt to manage within available budget allocations for the remainder of the financial year.

## LINK TO CORPORATE PLAN

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

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

## IMPLEMENTATION/COMMUNICATION

Tenderers will be advised of Council's decision and contract documentation will be prepared for the successful contractor.

**9.7 TERMS OF ENTRY - AQUATIC FACILITY AND DIMBULAH CARAVAN PARK**

**Date Prepared:** 5 December 2021  
**Author:** Manager Technical Services  
**Attachments:** 1. Proposed Terms of Entry

---

**EXECUTIVE SUMMARY**

The purpose of this report is to seek Council approval to amend the Terms of Entry to its Aquatic Facilities and the Dimbulah Caravan Park.

**RECOMMENDATION**

That Council adopt the amended Terms of Entry (as attached) for the Aquatic Facilities and Dimbulah Caravan Park, with effect, 1 January 2022.

**BACKGROUND**

At its Ordinary Meeting of Council, 6 August 2021, the Operation and Management of Council's Aquatic Facilities and Dimbulah Caravan Park was awarded to Keelwater Pty Ltd, now Emwater Pty Ltd (trading as H20).

The current agreement has been in place for approximately three (3) months, which has provided an opportunity for H20 to review the Terms of Entry approved for each of the facilities as documented in the Agreement. The Terms of Entry are the entry fees charged to users for entry to the facilities and these have previously been set by the lessee with agreement by Council. These have not changed since the previous lease and associated entry fee structure were approved by Council in 2019.

The amended Terms of Entry seeks to standardise the fee structure across each of the Aquatic Facilities.

Discussions are ongoing with the lessee regarding fees and charges and further changes may be proposed.

**RISK IMPLICATIONS****Financial**

The amended fees will increase the cost to visitors of the facilities, however full cost recovery will not be achieved.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Nil.

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

Nil.

**Operating**

Increased entry fees will assist in reducing the current operational deficit associated with the operation of the Facilities but will not fully negate them.

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

The operational budget includes an allocation for the subsidisation / management fee of the facilities.

**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**

New Terms of Entry to take effect, 1 January 2022.

**Dimbulah Caravan Park**

Item		Current Fees		New Fees	
		Night Fee	Weekly Fee	Night Fee	Weekly Fee
<b>Un-powered site</b>	Single	\$ 12.00	\$ 72.00	\$ 15.00	\$ 90.00
	Couple	\$ 16.00	\$ 96.00	\$ 19.00	\$ 114.00
	Additonal Adult	\$ 10.00	\$ 48.00	\$ 10.00	\$ 60.00
	Additional Child < 12yrs	\$ 2.00	\$ 14.00	\$ 5.00	\$ 30.00
<b>Powered Sites</b>	Single	\$ 19.00	\$ 114.00	\$ 20.00	\$ 120.00
	Couple	\$ 22.00	\$ 132.00	\$ 25.00	\$ 150.00
	Additonal Adult	\$ 10.00	\$ 48.00	\$ 10.00	\$ 60.00
	Additional Child < 12yrs	\$ 2.00	\$ 14.00	\$ 5.00	\$ 30.00
<b>Demountables</b>	Single	\$ 35.00	\$ 200.00	\$ 35.00	\$ 210.00
	Couple	\$ 50.00	\$ 330.00	\$ 50.00	\$ 300.00
	Additonal Adult			\$ 10.00	\$ 60.00
	Additional Child < 12yrs			\$ 5.00	\$ 30.00
<b>Cabins</b>	Single	\$ 72.00	\$ 420.00	\$ 75.00	\$ 440.00
	Couple	\$ 72.00	\$ 420.00	\$ 75.00	\$ 440.00
	Additonal Adult	\$ 8.00	\$ 48.00	\$ 10.00	\$ 60.00
	Additional Child < 12yrs	\$ 2.00	\$ 14.00	\$ 5.00	\$ 30.00

Aquatic Facilities

Categories	Mareeba		Kuranda		Dimbulah		Comments
	Current Fees	Proposed Fees	Current Fees	Proposed Fees	Current Fees	Proposed Fees	
Adults	\$ 4.00	\$ 4.30	\$ 4.00	\$ 4.30	\$ 2.80	\$ 4.30	
Children 2 to 15 years	\$ 2.50	\$ 3.30	\$ 2.50	\$ 3.30	\$ 1.50	\$ 3.30	
Children < 2 years	\$ 1.00	Free	\$ 1.00	Free	\$ -	Free	
Families		\$ 13.00	\$ 11.50	\$ 13.00		\$ 13.00	
Pensioners	\$ 3.00	\$ 3.30	\$ 3.00	\$ 3.30		\$ 3.30	
Spectator	\$ 1.50	\$ 2.00	\$ 1.50	\$ 2.00	\$ 1.00	\$ 2.00	
Lane Hire	\$ 20.00	\$ 25.00	\$ 20.00	\$ 25.00		\$ 25.00	
Pool Hire - Exclusive Use (per hour)	\$ 80.00	\$ 30.00	\$ 80.00	\$ 30.00		\$ 30.00	Entry Fee per person still to be charged.
Pool Hire - Exclusive Use (per day)	\$ 330.00	\$ 100.00	\$ 330.00	\$ 100.00		\$ 100.00	Entry Fee per person still to be charged.
20 Adult entry pass	\$ 65.00	\$ 80.00		\$ 80.00		\$ 80.00	
Pensioner 20 Entry pass	\$ 50.00	\$ 60.00		\$ 60.00		\$ 60.00	
Child 20 entry pass	\$ 45.00	\$ 60.00		\$ 60.00		\$ 60.00	
Learn To Swim	\$ 14.00	\$ 15.00		\$ 15.00		\$ 15.00	
Squad (per swim - No Coach)		\$ 3.30					
Squad (per swim Coached)	\$ 5.00	\$ 6.25					
Squad (per month)		\$ 100.00					
Special needs	\$ 3.00	\$ 3.30		\$ 3.30		\$ 3.30	
Learn to Swim Kids. Entries during term enrolled		\$ 2.00		\$ 2.00		\$ 2.00	

## 9.8 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES OPERATIONS REPORT - NOVEMBER 2021

**Date Prepared:** 16 November 2021  
**Author:** Manager Technical Services  
**Attachments:** Nil

### EXECUTIVE SUMMARY

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

### RECOMMENDATION

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

### BACKGROUND

#### Technical Services

##### Design, quality and investigations:

Investigation activities undertaken in November included:

Activity	Current Requests	Closed Requests
Road Infrastructure Review	70	52
Drainage Investigations	7	6
NHVR Permit Applications	0	20
Aerodrome Investigations	7	6
Traffic Count Surveys	0	20
Parks Investigations	2	0
Dial Before You Dig Requests	0	155

##### 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 November:

Supplier	No. of Tests
Internal	85
External	83

##### Asset Inspections:

Scheduled inspections of Council's transport infrastructure assets have been undertaken during the month of November. Field inspections were directed towards culvert crossings of roads within the shire, road inspections and Queensland Rail inspections. Work was completed towards updating data in the Maintained Road Network within the Shire with the first review being undertaken. In

addition to field inspections, work was completed towards improving data collected for the footpath, water, sewerage, roads and kerbs.

Inspections planned for December will continue to focus on the culvert crossings of roads, kerb and channelling, underground stormwater network as well as 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	Amaroo Stage 12	Under construction
Koah	123 Fantin Road (Two Chain Road)	Under construction
Mareeba	Kenneally Estate Stage 4	On-maintenance
Mareeba	The Edge Stage 3	On-maintenance
Mareeba	The Edge Stage 3A	On-maintenance
Mareeba	Amaroo Stage 11	On-maintenance
Mareeba	The Edge Stage 2B	On-maintenance
Mareeba	Mareeba Roadhouse and 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 Program General	Mareeba Shire activated DRFA assistance measures linked to Tropical Cyclone Niran and associated Low Pressure System that occurred 25 February – 3 March 2021. A consultant has been engaged to assist with delivery of the 2021 DRFA Program. Betterment projects are to be identified and submitted in future funding rounds.
2021 DRFA REPA Program	High priority sites have been awarded to successful contractors, following notification from QRA of eligible activities. Tenders for the greater part of the remaining REPA works, closed Monday 8 November and are listed for consideration by Council at its Ordinary Meeting, 15 December 2021.
2019 DRFA	Gamboola Crossing remains the only site not yet completed. Commencement occurred in late October however rainfall within the Mitchell River Catchment is causing delays to the project.

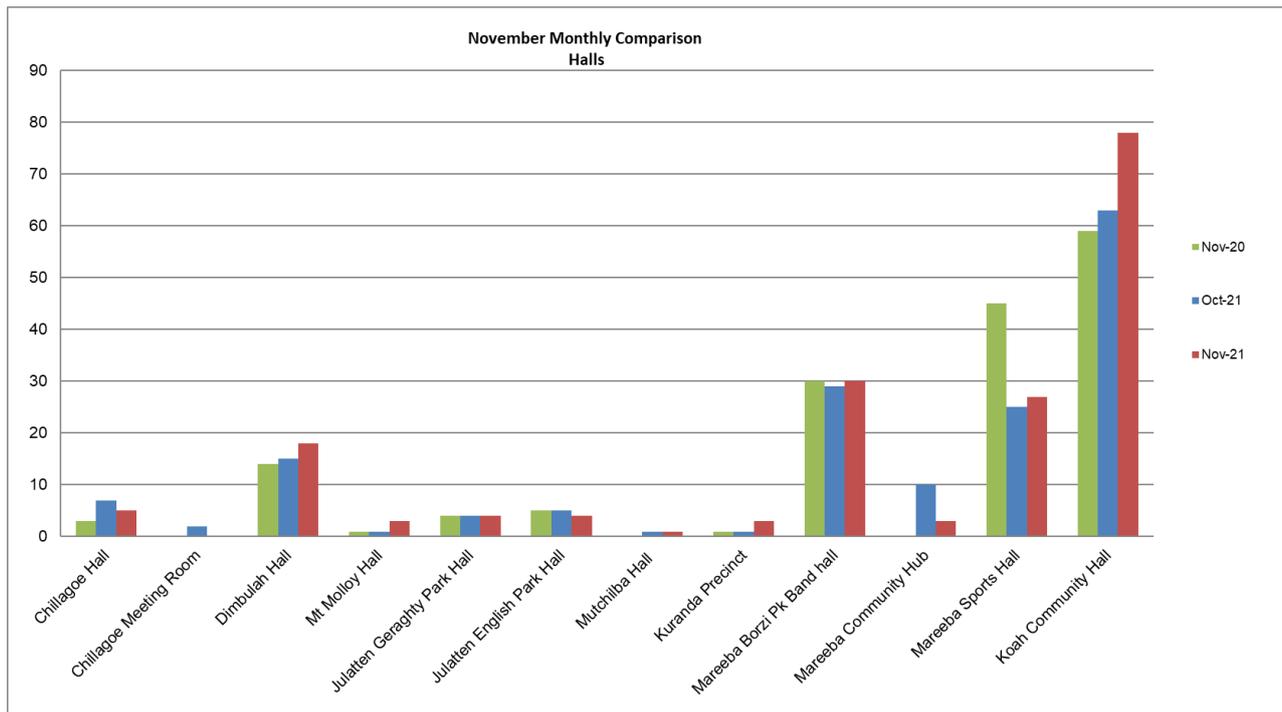
Program	Status
2019 Betterment	Fossilbrook Crossing reached practical completion in November 2021.

**Facilities**

Community Halls:

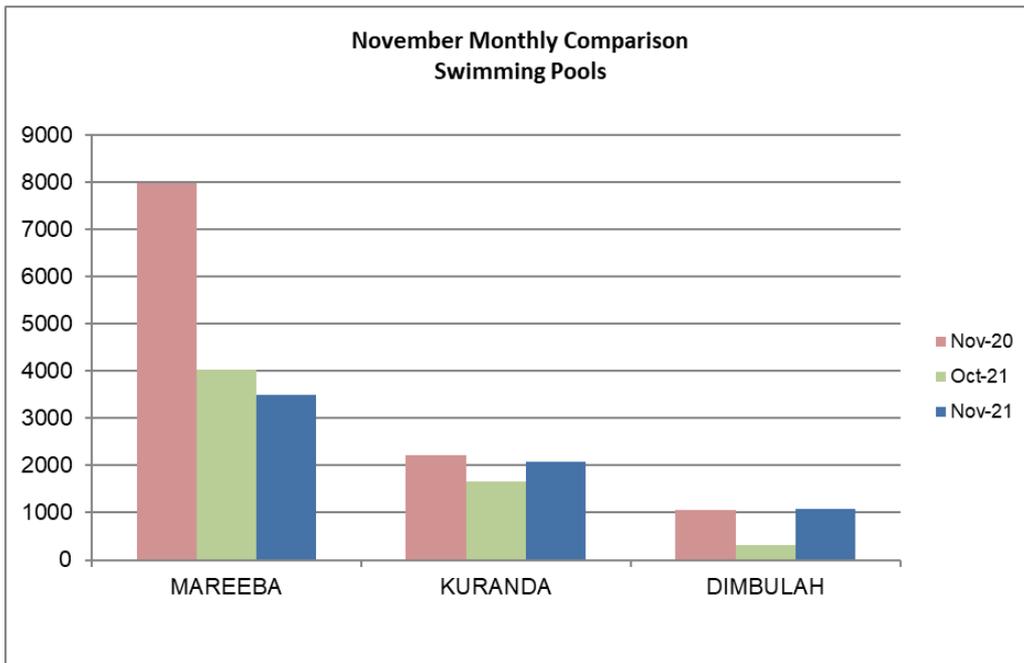
Maintaining safe and efficient access to Council Community Halls is recognised as an important aspect for the community's ongoing wellbeing. All facility users are required to comply with the conditions set out by the State Government's COVID-19 Restrictions Roadmap.

November hall hires generally increased slightly overall, particularly Koah Hall.



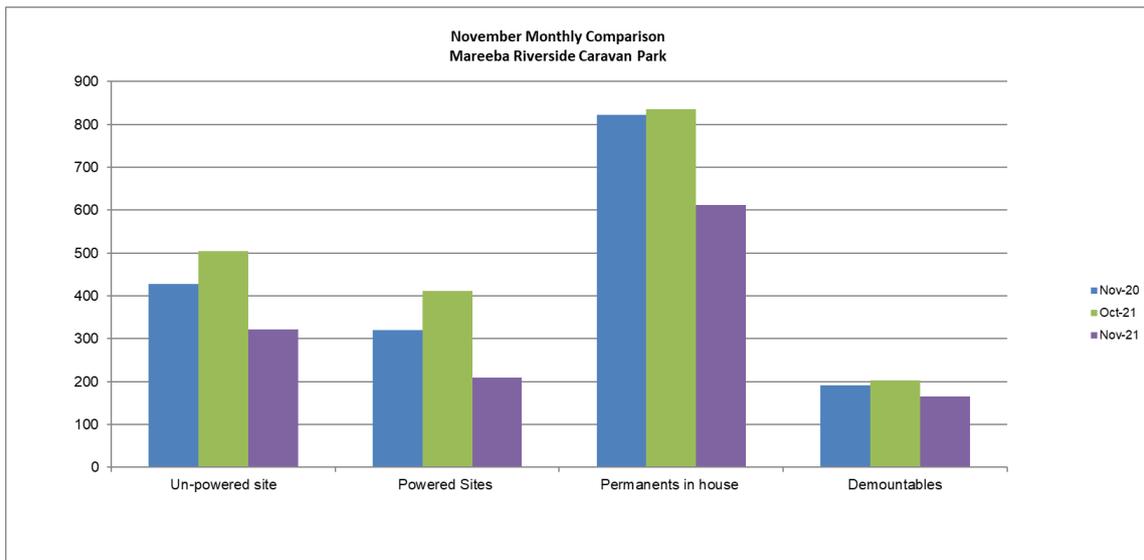
Swimming Pools

All Pools were open to the public with the new Managing Lessee undertaking a ground-up review of practices at all facilities, which has resulted in a number of proposed changes, including gate entry practices at all facilities. School swimming lessons and squad training commenced in Dimbulah with school lessons tripled at Kuranda. Mareeba's decrease was primarily due to reduction in school group bookings as the end of the school year approaches.

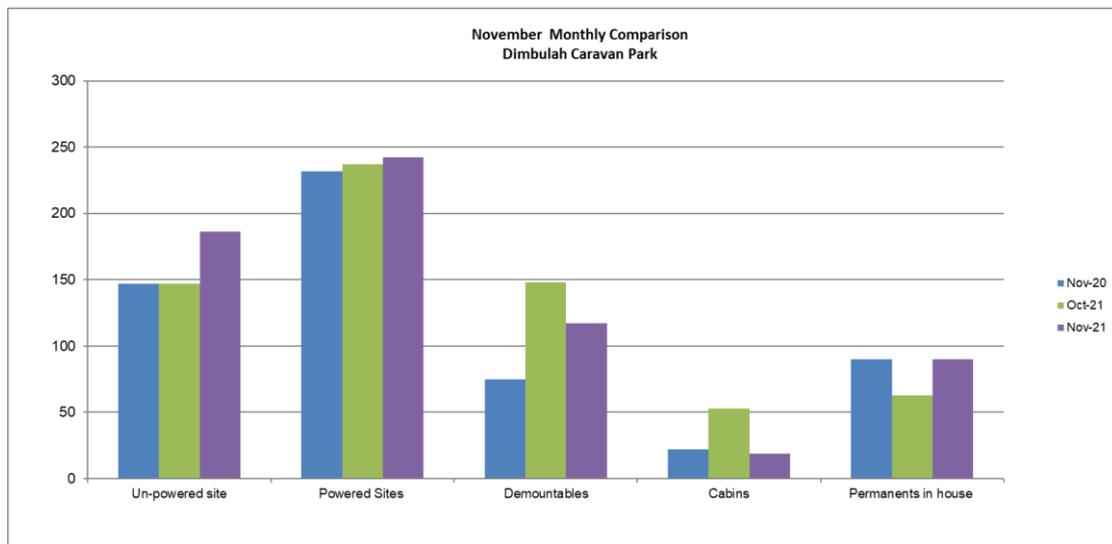


Caravan Parks:

Early rain has generally resulted in a reduction in numbers for Mareeba Riverside Caravan Park.



Dimbulah Caravan Park utilisation has increased slightly compared to last month. Powered and unpowered sites have been favourable to the travellers and the contractors working locally.



**Vandalism & Graffiti:**

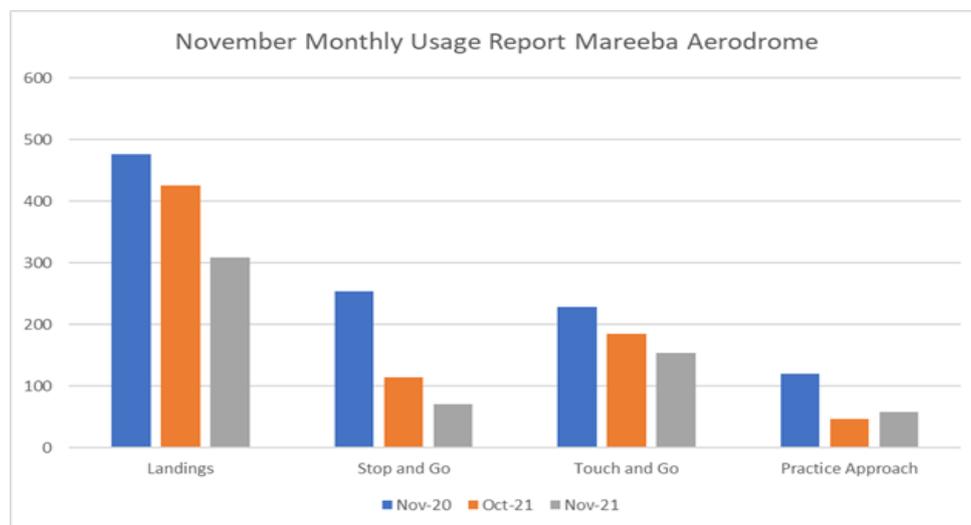
During November, 15 reports of vandalism/graffiti were recorded for Council facilities, with annual costs provided below;

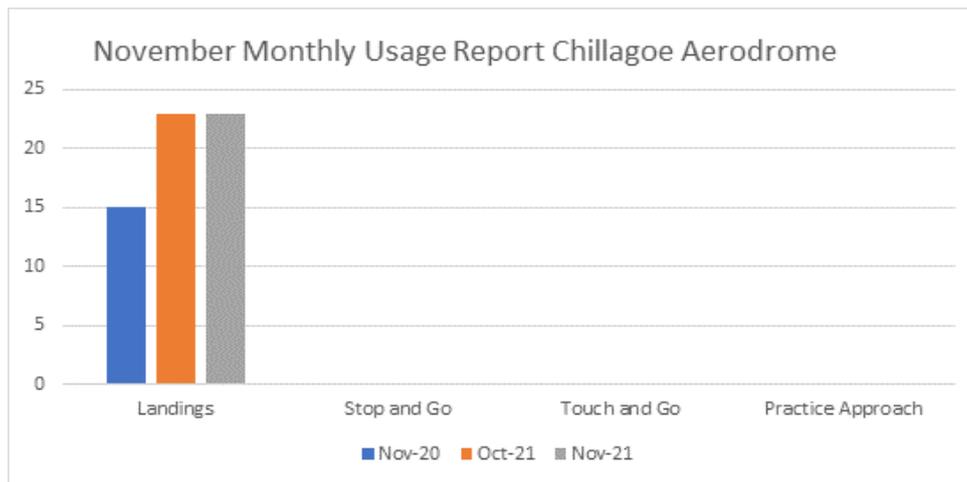
Financial Year	Actuals	Comments
2015/16	\$ 2,134.00	• Mareeba centenary Park toilets vandalism x 2
2016/17	\$ 16,546.00	• Mareeba CWA Toilets/restroom - vandalism and graffiti x 8
2017/18	\$ 23,948.00	• Mareeba Mary Andrews toilets x 2
2018/19	\$ 14,851.00	• Chillagoe Ten Acre park Toilets - x 1
2019/20	\$ 14,211.18	• Mareeba PCYC - graffiti x 1
2020/21	\$ 62,199.62	• Mareeba Davies Park- vandalism x 1
2021/22	\$18,504.57	

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

**Aerodromes**

Mareeba Aerodrome recorded a reduction in activity for November, generally owing to the weather conditions. Chillagoe Aerodrome has only minor activity recorded for the period.





**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 cost 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.

**IMPLEMENTATION/COMMUNICATION**

Nil

**9.9 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - NOVEMBER 2021****Date Prepared:** 1 December 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 November 2021.

**RECOMMENDATION**

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

**BACKGROUND****Transport Infrastructure**Road Maintenance Activities

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

Area
Black Mountain Road, Kuranda
Black Mountain Road, Julatten
Riley Road, Julatten
Bump Track, Julatten

During the month, other operational activities included:

- Culvert inlet / outlet cleaning in the Julatten area.
- Bitumen patching and isolated sealed pavement defect repairs in the Mareeba, Kuranda, Julatten, Mt Molloy and Speewah areas.
- Tree removal in the Kuranda, Myola, Mt Molloy, Julatten and Mareeba areas.
- Headwall and signage replacement in the Julatten area.
- Paver repairs on Byrnes Street North, kerb and channel repairs on Byrnes Street and removal of illegal dumping at Adil Road.
- Vegetation management, slashing and herbicide spraying was carried out on rural roads in the Julatten, Mt Molloy and Kuranda areas; and
- Removal of ageing timber and steel playground equipment in Centenary Park.

Customer Requests

Since the beginning of 2021, the Works Group has received 1,895 Customer Requests (CRs) with 1,909 of these requests resolved (resolved requests include those received prior to 2021). 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	204	229
March 2021	196	195
April 2021	193	172
May 2021	167	177
June 2021	168	147
July 2021	144	154
August 2021	153	160
September 2021	154	190
October 2021	125	110
November 2021	122	178
<b>Total</b>	<b>1,895</b>	<b>1,909</b>

At the time of reporting, the Works Group had 47 open (unresolved) requests.

Bridges and Major Culverts

Maintenance and inspections were carried out on the following bridges, causeways and major culverts during the month of November.

Location	Structure
Adil Road	Major Culvert
Kenneally Road	Major Culvert
Kowa Street	Major Culvert
Emerald End Road	Major Culvert
Jennings Road	Bridge
Ray Road	Major Culvert
Ray Road	Bridge
Martin Avenue	Major Culvert
Oak Forest Road	Bridge
Seary Road	Major Culvert
Oak Forest Road	Bridge
Emerald Falls Road	Causeway
Hoey Road	Bridge
Speewah Road	Bridge
Speewah Road	Major Culvert

Location	Structure
Speewah Road	Bridge
Fichera Road	Bridge
Davies Creek Road	Causeway
Stoney Creek Road	Major Culvert
Veivers Drive	Major Culvert
Barron Street	Bridge
Bolton Road	Bridge
Davies Creek Road	Bridge
Kovacic Road	Bridge
Trimble Road	Causeway
Barron Falls Road	Pedestrian Bridge
Black Mountain Road	Bridge
Black Mountain Road	Bridge
Black Mountain Road	Major Culvert
Black Mountain Road	Bridge
Cedar Park Road	Bridge
Ganyan Drive	Causeway
Wright Road	Causeway
Kanervo Road	Bridge

#### TMR Routine Maintenance Performance Contract (RMPC)

Medium formation grading was completed between Chillagoe and Archies Creek.

Headwall repairs continued on the Mareeba-Dimbulah Road and shoulder grading commenced on the Mulligan Highway between Mt Molloy and the Cook Shire boundary but has been paused due to wet weather.

Illegally dumped tyres were removed from the Lake Mitchell area and tree clearing as a result of wildfire were attended to on the Mulligan Highway.

Vegetation control works commenced on the Mossman-Mount Molloy Road and is expected to be complete early December.

#### Parks and Open Spaces

During the month of November, Parks and Gardens staff attended to normal duties along with the addition of;

- Nine (9) burials
- Weeding, hedging and herbicide treatment of the Cedric Davies Hub
- Graffiti removal at the CWA, Cenotaph and Arnold Park
- Installation of automated irrigation at Ten Acre Park, Chillagoe (capital project)
- Installation of new turf at Centenary Park; and
- Erection of Christmas decorations and banners in Byrnes Street.

## Land Protection

**Staaten River Asset Protection:** Mareeba Shire Council and Tablelands Regional Council land protection staff along with a State government biosecurity officer and property owners conducted the annual survey and removal of Bellyache Bush on the Mitchell and Lynd River Flats that border onto the Staaten River catchment and national park.

While carrying out the work, officers located a Parkinsonia plant on the junction of the two (2) rivers which is further upstream than a known Parkinsonia infestation on the Mitchell River. Officers have since been speaking with landholders on both the Mitchell River and Lynd River to try and locate any infestations that were previously unknown to biosecurity officers.

**Multi species weeds Emu Creek/Walsh River catchment:** Work has continued along Emu Creek on the Walsh River catchment targeting two (2) Jatropha species, Rubber Vine and Siam Weed. Affected property owners have also been back burning suitable areas to help manage these pest weeds.

**Parthenium weed:** Monthly inspections were carried out on all 12 active Parthenium Weed sites and all landholders are complying with their biosecurity obligations.

**Salvinia weed:** Salvinia bug has been released at several properties which land protection officers believe to be a suitable control method, as well as advising landholders on best control methods.

**Rubber Vine, Prickle Trees and Calotrope:** Eradication work for these pests were carried out on the Burke Developmental Road and Mulligan Highway using funding provided by the Department of Transport and Main Roads.

**Feral Pigs:** Coordinated baiting was carried out on two (2) properties on the Mitchell River, totalling 396,000 hectares. Advice was also given to landholders on trapping, shooting and exclusion fencing.

## **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



## 9.10 INFRASTRUCTURE SERVICES, WATER AND WASTE OPERATIONS REPORT - NOVEMBER 2021

**Date Prepared:** 16 November 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 November 2021.

### RECOMMENDATION

That Council:

1. receives the Infrastructure Services, Water and Waste Operations Report for November 2021; and
2. Amends the operating times for the Chillagoe Waste Transfer Station as detailed as Option 2 in report, to take effect 1 February 2022.

### BACKGROUND

#### Water and Wastewater Treatment:

All treatment plants are performing satisfactorily. Water demand was varied across all schemes with rainfall in some catchments resulting in slightly lower consumption per connection compared to the previous month.

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)	9,030	1,090	376	468	144
Number of Connections	4,385	982	157	272	137
Average daily water consumption per connection (L)	2,059	1,110	2,395	1,721	1,051

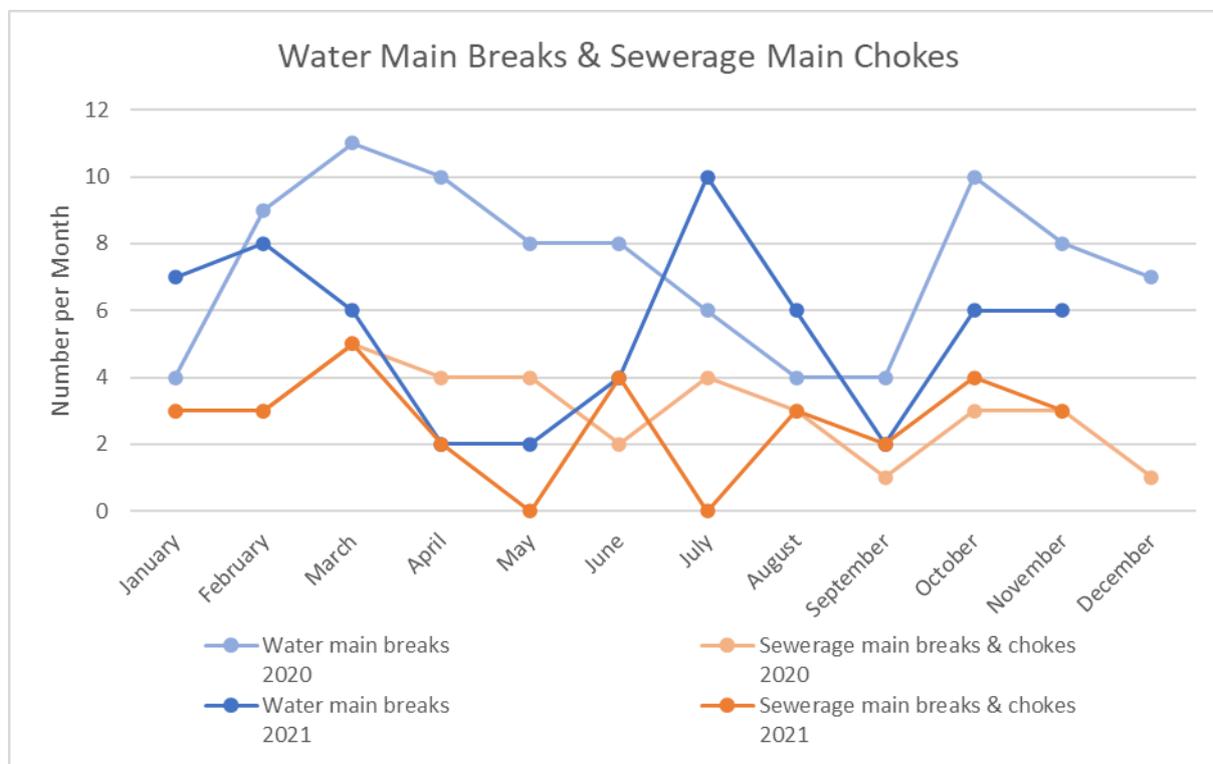
\* Mt Molloy is an untreated, non-potable water supply

Wastewater Treatment	Mareeba	Kuranda
Wastewater Plant average daily treatment (kL)	2,094	222
Number of Connections	3,424	346
Average daily inflow per connection (L)	612	642

**Water and Wastewater Reticulation:**

Council's water reticulation crew attended to six (6) water main breaks and three (3) 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:



**Waste Operations:**

All transfer stations and Mareeba landfill are currently operational.

Chillagoe Waste Transfer Station Resident Survey:

Following some requests from residents to amend the scheduled operating times of the Chillagoe Waste Transfer Station, a survey of Chillagoe residents was undertaken to gain their feedback on the preferred hours of operation.

Feedback forms were distributed as unaddressed mail to all 120 Chillagoe Post Office boxes on 22 October 2021, requesting residents nominate their preferred opening hours from a choice of two (2) set options by close of business on Friday, 19 November 2021. The two (2) options were;

<b>Option 1</b>	<b>Option 2</b>
<i>Maintain the current opening hours</i>	<i>Adopt alternative opening hours</i>
Monday: 9am – 12pm	Monday: 9am – 12pm
Thursday: 9am – 12pm	Thursday: 2pm – 5pm
Saturday: 9am – 12pm	Saturday: 2pm – 5pm
CLOSED: Christmas day	CLOSED: Christmas Day

63 responses were received and feedback collated at a “household” level i.e. one response per household.

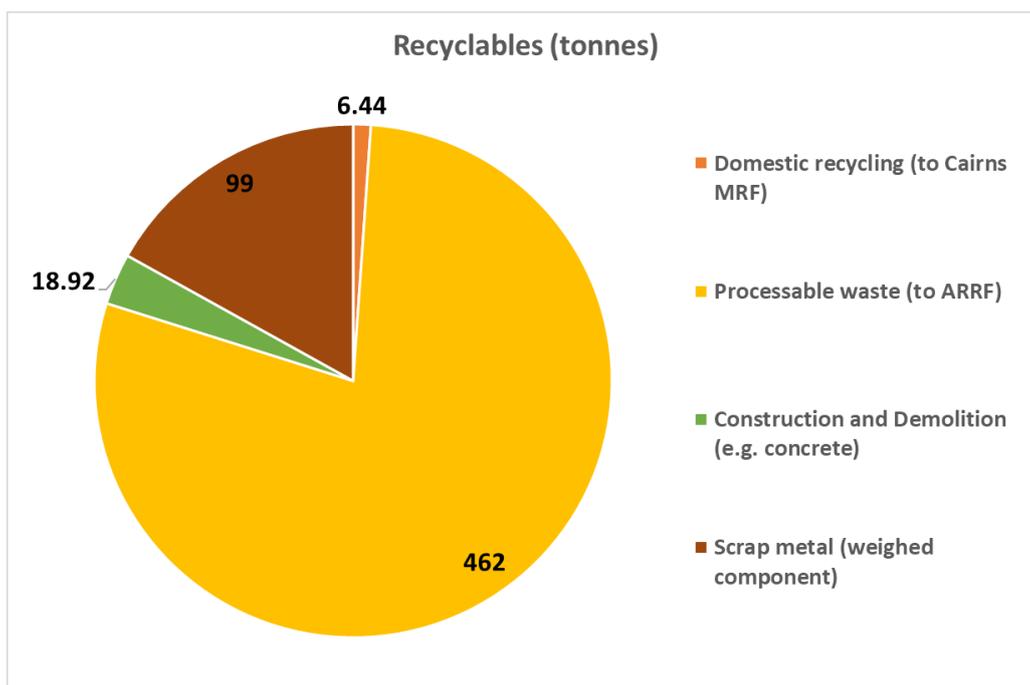
The results of the responses received:

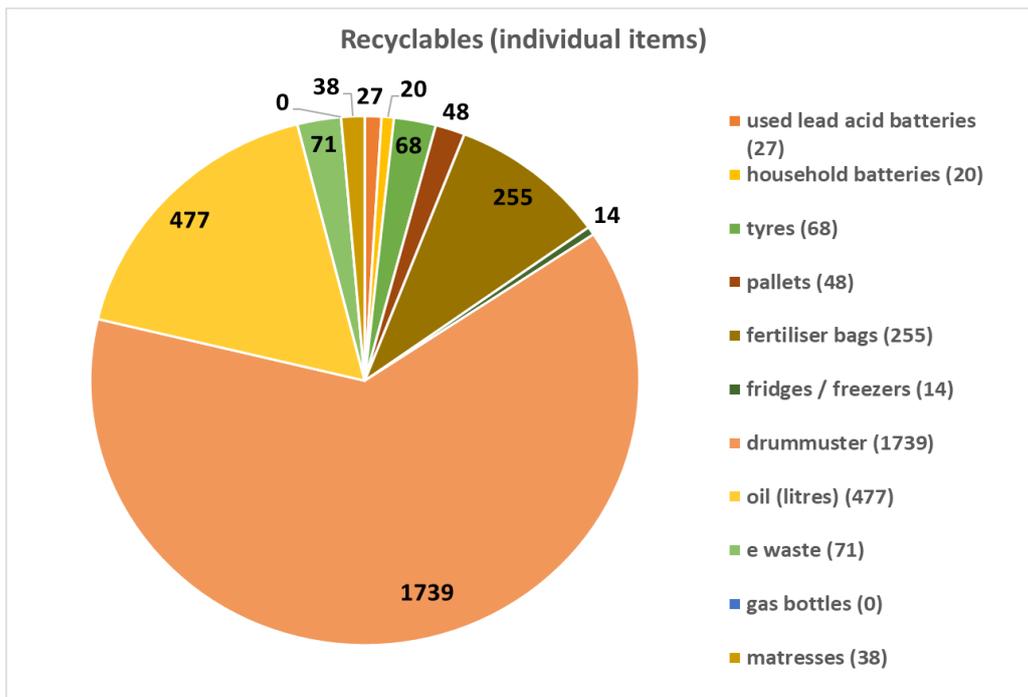
Option 1 - Maintain current opening hours	24
Option 2 - Adopt alternative opening hours	39
<b>TOTAL</b>	<b>63</b>

Based on the feedback received, there is support to amend the operating hours for Chillagoe Waste Transfer Station as indicated by Option 2. It is proposed to change operating times from 1 February 2022 to enable adequate time for implementation and communication. This also coincides with the commencement of the Waste Transfer Station Operations contract.

Recycling

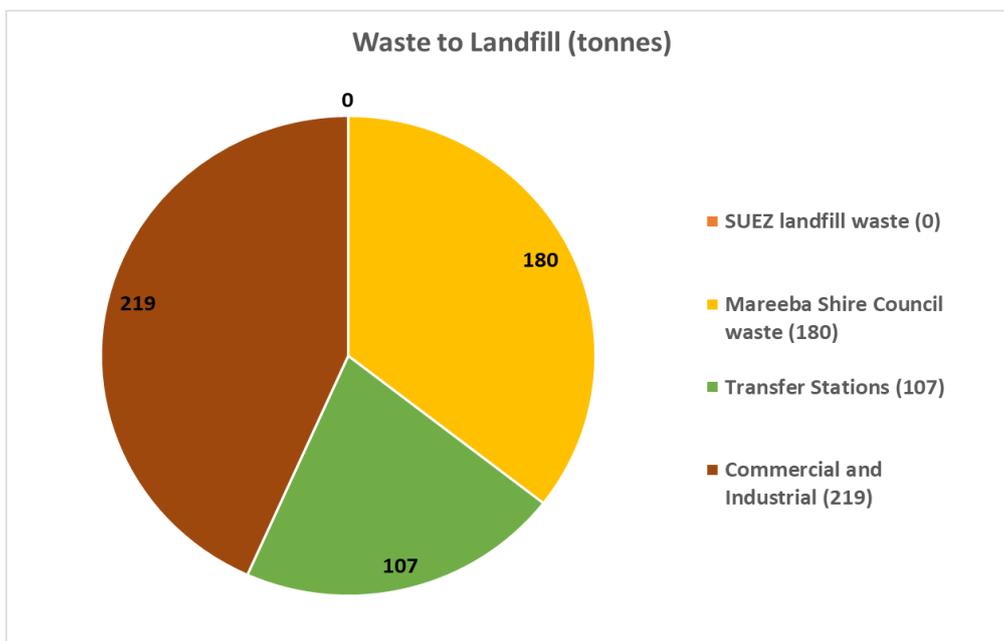
Waste material collected at each of the waste transfer stations are either deposited directly to the Mareeba landfill, recycled or transported to the SUEZ Advanced Resource Recovery Facility (ARRF) in Cairns for processing.





**Waste to Mareeba Landfill**

Mareeba Landfill is no longer receiving residual waste from the SUEZ Advanced Resource Recovery Facility (ARRF) plant in Cairns. Landfill waste in November includes 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.



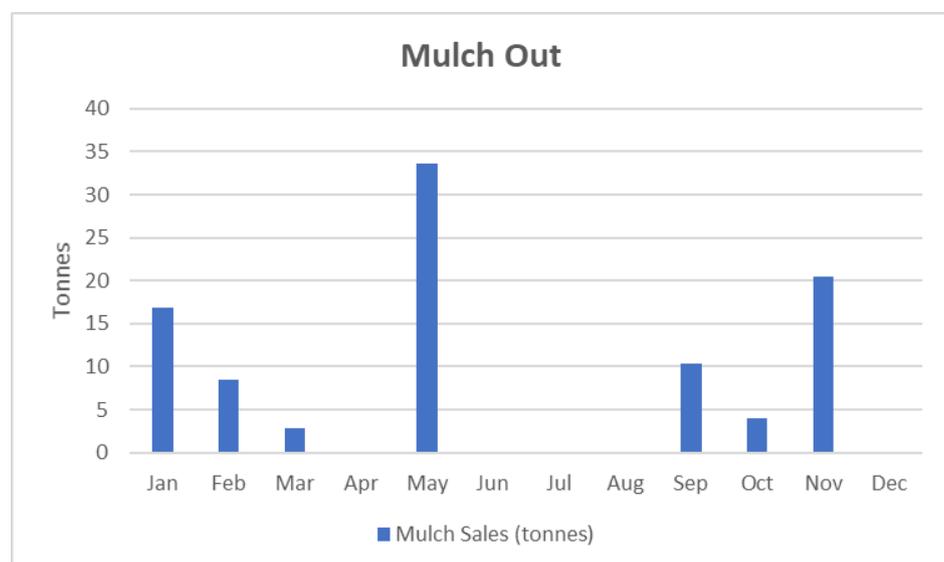
**Illegally Dumped Waste**

Council received a small amount of illegally waste through Mareeba Waste Transfer Station during the month of November.



**Green Waste**

Council received a total of 433 tonnes of green waste in the month of November. Green waste was mulched in October. A Free Green Waste disposal day will be held on Saturday, 4 December 2021 and Sunday, 5 December 2021 for Dimbulah, Julatten, Kuranda and Mareeba transfer stations.



**RISK IMPLICATIONS****Environmental**

Council holds an Environmental Authority issued under the *Environmental Protection Act 1994* to operate landfill facilities.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Nil

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

Nil

**Operating**

Nil

**LINK TO CORPORATE PLAN**

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

**IMPLEMENTATION/COMMUNICATION**

Nil

<b>9.11 AMENDED WASTE FEES AND CHARGES 2021/22</b>
--

**Date Prepared:** 30 November 2021

**Author:** Manager Water and Waste

**Attachments:** Nil

### EXECUTIVE SUMMARY

The purpose of this report is to propose that certain fees for waste disposal be amended to ensure actual cost recovery in relation to these types of waste received at Council-operated waste transfer stations is achieved. Commercial and self-haul domestic waste that is deposited at the transfer stations is transported to Springmount Waste Facility and Council must ensure that users cover the full cost of its disposal.

In addition, commercial operators who deliver waste to the transfer station at Mareeba in Skip bins are unable to deposit the waste into the Roll On Roll Off bins (RORO's). They dump the waste on the ground, and this requires Council to move it into the RORO's which comes at a cost. As a result, it is recommended that an additional fee for waste delivered in skip bins is charged to recover the costs incurred. Further it be confirmed that skip bins will not be accepted at any other transfer station as there is not the equipment and staff available to handle it.

### RECOMMENDATION

That Council approves the following amendments to the waste fees.

#### Effective 1 February 2022

1. Increase -

C&D - Construction and Demolition (includes concrete)	<u>\$235/tonne(inc GST)</u>
<i>Fee includes \$85.00 QLD State Waste Levy</i>	

2. Increase -

C&I - Commercial and Industrial - bulky, dry, landfill	<u>\$235/tonne (inc GST)</u>
<i>Fee includes \$85.00 QLD State Waste Levy</i>	

3. Revoke -

Non Charged Waste Disposal -

MSW - Municipal (Residential) Solid Waste (up to 100kg, one load p/month) No Charge  
*Up to 100kg (e.g. 1m3 or 2 mobile garbage bins or one flat trailer or one flat utility load). 1 load per month. Excludes regulated waste (e.g. tyres, asbestos) and charged waste disposal items.*

4. Modify -

MSW - Municipal (Residential) Solid Waste -	<u>\$90/tonne (inc GST)</u>
<i>Loads greater than non-charged disposal limit will be charged at MSW rate or deemed rate \$9.00/100kg (e.g. 1m3 or 2 mobile garbage bins or flat trailer or flat utility load). Large loads may be directed to Mareeba Waste Transfer Station at the Operator's discretion. A fee will be charged for unsorted waste.</i>	

**To**

MSW - Municipal (Residential) Solid Waste - \$90/tonne (inc GST)  
\$16.50 per car/ute/trailer (inc GST)  
\$22.00 per ute & trailer (inc GST)

*Loads will be charged at MSW rate or deemed rate \$9.00/100kg (e.g. 1m3 or 2 mobile garbage bins or flat trailer or flat utility load). Large loads may be directed to Mareeba Waste Transfer Station at the Operator's discretion. A fee will be charged for unsorted waste*

**Effective 1 January 2022**

5. Introduce

Skip bin surcharge \$25/per skip bin  
*Surcharge is additional to other relevant fees.*

**BACKGROUND**

Council, as part of its budgetary process and under the legislation of the *Local Government Act*, is required to adopt a Schedule of Fees and Charges. Council's fees and charges are generally reviewed annually but may be amended at any time subject to Council resolution to reflect a change in circumstances.

*Section 97 of Local Government Act 2009* prescribes the circumstances where a local government may set a cost-recovery fee. This section also prescribes that a cost-recovery fee must not be more than the cost to the local government of taking the action for which the fee is charged.

The Mareeba Landfill ceased receiving waste for disposal on 21 November 2021 and Council, at its Ordinary Meeting of 15 September 2021 approved to send landfill waste to the Springmount Waste Facility.

As a result, there has been an additional cost associated with handling and transporting waste to Springmount Waste Facility compared with Council landfilling at its own facility. Although Council was achieving full cost pricing while the landfill was operational, these additional costs of handling and transporting the waste to Springmount and paying disposal fees shifts this into a negative position.

As a result, some of the fees levied to affected customers at the transfer stations require adjustment to ensure Council can continue to operate a financially sustainable waste service.

As a result, calculations have been made as to what changes in pricing must be made so that the waste management operation is achieving cost recovery. These calculations show that;

1. The Construction and Demolition charge and the Commercial and Industrial - bulky, dry, landfill charges need to be increased from \$185 per tonne to \$235 per tonne
2. That all Municipal (Residential) Solid Waste (Self Haul Domestic Waste) needs to be charged at the current rate of \$90 per tonne and that the free 100kg once a month must be revoked. Noting that presently the State waste levy does not apply to domestic transactions and are excluded from this charge.
3. That customers who deliver waste to the Mareeba Transfer station be charged an additional \$25 per Skip bin to cover the costs of transferring the waste from the Skip bin to the RORO's. Further it must be clarified that this service is only available at the Mareeba Transfer Station.

**RISK IMPLICATIONS****Financial**

Approving the new fee structure allows Council to recover costs more accurately.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Council must be able to demonstrate that the cost recovery fees are no more than the cost of providing the service. Provided the fee is adopted in accordance with the *Local Government Act 2009*, the fees can be adopted and updated on the fees and charges schedule.

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

Nil.

**Operating**

Approving the new fee structure allows Council to recover costs and not operate in deficit.

**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**

If the new fee structure is approved, it will be updated on the Fees and Charges Schedule and updated on Council's website. Notification will be provided to Waste Transfer Station Operator/s and signage at Waste Transfer Stations will be updated. Council will write to known Skip Bin contractors and commercial waste operators to advise of the new fees and effective dates.



**9.12 CAPITAL PROJECT PRIORITISATION 2022/23**

**Date Prepared:** 17 November 2021

**Author:** Strategic Project Officer

**Attachments:** 1. Project Prioritisation Criteria 2022/23

---

**EXECUTIVE SUMMARY**

The Project Prioritisation Tool (PPT) criteria and risk assessment methodology for prioritising infrastructure projects has been reviewed. This report presents criteria for Council's consideration as part of the 2022/23 Capital Works Program development.

**RECOMMENDATION**

That Council adopts the Project Prioritisation Tool (PPT) criteria and risk assessment methodology for prioritising capital works projects for the 2022/23 capital works program.

**BACKGROUND**

Council generates approximately \$33M in net rates and utility charges and owns approximately \$790M (current replacement cost) of assets that are managed to deliver services to the community. Council also receives other funding including grants which brings the total operating revenue to approximately \$47 million.

Like most local government authorities, Council has limited funds available for Capital Works projects. To address this issue, the International Infrastructure Management Manual provides several methods for prioritising projects, of which Council regularly uses two (2). The first method is a multi-criteria analysis which is part of Council's Project Prioritisation Tool (PPT, Attachment 1), and the second method is a risk assessment using Council's Enterprise Risk Management Framework.

The Project Prioritisation Tool relies on criteria and weighting for each asset class. Minor updates compared with previous years are proposed to the Parks, Open Spaces and Footpaths criteria for improved objectivity consistency with the draft Parks and Open Spaces Strategy. Traffic Facilities will be considered in conjunction with Roads criteria and Parking criteria. No other changes are proposed for 2022/23 as compared with the 2021/22 criteria.

Asset Management Principles for Capital Investment Decision Making*Why does Council invest in assets?*

Local governments invest in assets to provide services to their communities. Asset investment can be used to sustain services (capital renewal including rehabilitation and replacement) or to improve services (capital upgrade or expansion).

Capital renewal projects may reduce future operating and maintenance expenditure and do not add depreciation expense. Decisions to invest in capital upgrades or expansion to improve service levels permanently adds depreciation, operating and maintenance costs because it increases the asset base.

Grant Applications Project Prioritisation

It is proposed that when capital investment decisions for grant programs are made, the Project Prioritisation Tool and the 2022/23 Capital Works Program methodology are considered.

Project Prioritisation Tool - MSC Methodology for Prioritising Capital Projects

*Multi-criteria Analysis*

Each criterion is prepared with a five (5)-point rating system that is weighted at Council's discretion to achieve a priority or appraisal score which is used to rank the projects within the program.

The percentage weightings can be varied to reflect the relative importance between each criterion. Regardless of the significance one or more criteria may have against another, the total percentages must equal 100%. For example, Council may decide safety is of utmost importance and give it 30% weighting with the balance being allocated (in proportionate amounts) across the remaining criteria. Regardless of the weighting allocation, the highest PPT appraisal score is five (5).

Each year, Council officers review the criteria used to evaluate projects and where appropriate, recommend improvements for Council's consideration. This year it is recommended to continue to focus on objective criteria where possible and include condition data from Council's expanded asset condition inspection programs.

*Risk Rating Development*

In addition to the PPT appraisal score, a basic risk rating of the current situation to the Council and the community is also provided for each project. Officers ask the question, "What would happen if the project does not proceed?" The risk rating is calculated using Council's Enterprise Risk Management process, with the inherent risk score provided in the Capital Works Planning sheets for Councillor's review. This provides Council with a clear indicator of the risks that are mitigated by funding projects and the risks that are accepted.

Capital Works Planning

Projects are ranked according to the PPT appraisal score and presented to Council with both a PPT appraisal score and a risk rating as outlined in the table below. Projects are identified as discretionary or non-discretionary and grouped accordingly. Non-discretionary projects are typically those which are required to sustain services or external funding is already approved.

*Table 1 Template Capital Project Proposal Appraisal Summary*

Rank	Description	Estimate			PPT Appraisal Score	Risk	External Funding	Developer Cont~ns	MSC \$	Comments
		Renewal	Upgrade/ Expansion	Total						
<b>NON DISCRETIONARY</b> (Required to sustain services or external funding is already approved)										
1										
<b>DISCRETIONARY</b>										
2										
3										
4										

### References

- The International Infrastructure Management Manual (IIMM 2011)
- Institute of Public Works Engineers Australia National Asset Management System (NAMS Plus3)
- AS NZS ISO 31000:2009 Risk Management Standard
- Local Government Asset Investment Guidelines 2006, Local Government Victoria
- Lower Order Road Design Guidelines, Institute of Public Works Engineering QLD 2016
- FNQROC Regional Development Manual
- Draft Parks and Open Spaces Strategy

### **RISK IMPLICATIONS**

#### **Financial**

The PPT will inform Capital Works proposals for 2022/23.

#### **Environmental**

Environmental risk implications associated with capital projects are considered within the risk management component of project prioritisation.

#### **Infrastructure and Assets**

The PPT sets the criteria for assessing and prioritising replacement and upgrading infrastructure and assets. In addition to the appraisal criteria, infrastructure and asset risk implications associated with capital projects are also considered within the risk management component of project prioritisation.

#### **Political and Reputational**

Political and reputational risk implications associated with capital projects are considered within the risk management component of project prioritisation.

#### **Legal and Compliance**

Legal and compliance risk implications associated with capital projects are considered within the risk management component of project prioritisation.

#### **Health and Safety**

Health and safety risk implications associated with capital projects are considered within the risk management component of project prioritisation.

#### **Service Delivery and IT**

Service delivery and IT risk implications associated with capital projects are considered within the risk management component of project prioritisation.

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

Legal compliance and policy risk implications associated with capital projects are considered within the risk management component of project prioritisation.

**FINANCIAL AND RESOURCE IMPLICATIONS*****Capital******Is the expenditure noted above included in the current budget?***

The PPT Criteria will provide the framework for Council officers to assess and prioritise projects for Council review.

**LINK TO CORPORATE PLAN**

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

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

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

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

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

**IMPLEMENTATION/COMMUNICATION**

The criteria will be used when prioritising Capital Works Program Proposals for 2022/2023.

**Roads Criteria**

Criteria	Rating/Interpretation			Weighting
Conditon	1	Very Good	All components free of defects and structure well maintained. Only planned maintenance required.	20%
	2	Good	Minor maintenance required plus planned maintenance. Free of defects affecting performance, integrity and durability. Approximately 20 - 40% of useful life consumed.	
	3	Fair	Defects affecting durability which require monitoring and/or maintenance. Significant maintenance required to return to accepted level of service. Approximately 40 - 60% of useful life consumed.	
	4	Poor	Defects affecting performance and structural integrity. Renewal or upgrade required. Approximately 60 - 80% of useful life consumed.	
	5	Very Poor/Unsafe	Unserviceable. Requires urgent attention, life and property at risk. 80 - 100% of useful life consumed.	
Safety	Number and severity of crashes or proactive treatment.			15%
	1	Very Low	Low risk	
	2	Low	Proactive	
	3	Medium	1 casualty crash in the last 5 years	
	4	High	2 casualty crashes in the last 5 years	
5	Very High	Black Spot Eligible Project. Min 3 casualty crashes for intersections and <3km road lengths. 0.2 casualty crashes per km per year for > 3km proposals.		
Traffic (Annual Average Daily Traffic)	1	< 10	15%	
	2	10 to 50		
	3	51 to 150		
	4	151 to 300		
	5	> 300		
Heavy Vehicle %	1	0-5%	15%	
	2	5%-15%		
	3	15%-25%		
	4	25%-35%		
	5	>35%		
Whole of Life Cost Impact	Renew our existing assets before improving service levels to reduce WOLC impact on annual budget.			20%
	1	Expansion of road network (new road and/or upgrading from gravel to bitumen).		
	2	Upgrade or widening to improve service level to road users and/or adjacent properties.		
	3	Rehabilitation and proactive upgrade to protect existing road pavement where deterioration is commencing (eg bitumen edge dropoff).		
	4	Rehabilitation and upgrade to protect existing road pavement where significant deterioration has occurred and is impacting on safety (eg eroding and narrowing of pavement).		
5	100% renewal of existing road (rehabilitation).			
Criticality	Road hierarchy to demonstrate how critical the road is to the community (using the Lower Order Road Design Guidelines to further define Rural Secondary Access criticality). <b>Add one to the score if it is a LRRS road.</b>			15%
	1	Rural Secondary Access (Local Access)		
	2	Rural Secondary Access (Minor Road) or Urban Access		
	3	Primary Access or Industrial Access		
	4	Collector		
5	Arterial			
				100%

**Bridges, Causeways and Major Culverts Criteria**

Criteria	Rating/Interpretation		Weighting		
Condition	Ability to perform its primary function recognised by a condition index.			45%	
	1	Very Good	All components free of defects and structure well maintained. Only planned maintenance required. Approximately 0 - 20% of useful life consumed.		
	2	Good	Minor maintenance required plus planned maintenance. Free of defects affecting performance, integrity and durability. Approximately 20 - 40% of useful life consumed.		
	3	Fair	Defects affecting durability which require monitoring and/or maintenance. Significant maintenance required to return to accepted level of service. Approximately 40 - 60% of useful life consumed.		
	4	Poor	Defects affecting performance and structural integrity. Renewal or upgrade required. Approximately 60 - 80% of useful life consumed.		
	5	Very Poor/Unsafe	Unserviceable. Requires urgent attention, life and property at risk. 80 - 100% of useful life consumed.		
Heavy Vehicle Usage	1	0-5%		15%	
	2	5%-15%			
	3	15%-25%			
	4	25%-35%			
	5	>35%			
Average Annual Daily Traffic Count (AADT)	Number of vehicles per day			10%	
	1	< 10			
	2	10 to 50			
	3	51 to 150			
	4	151 to 300			
Detour Distance	Urban		Rural	20%	
	1	Very Low	Detour >0km & <1km		1 Detour >0km & 5km
	2	Low	Detour >1km & <5km		2 Detour >5km & <15km
	3	Medium	Detour >5km & <10km		3 Detour >15km & <30km
	4	High	Detour >10km		4 Detour >30km & <50km
	5	Very High	No alternate access		5 Detour over 50km or no alternative
Height of Bridge	1	Under 1 metre		10%	
	2	1 - 2 metres			
	3	2.1 - 3 metres			
	4	3.1 - 4 metres			
	5	over 4 metres			
			100%		

**Drainage Criteria**

Criteria	Rating/Interpretation			Weighting
Properties Affected	Score		Properties affected	25%
	1	Very Low	0 - 2	
	2	Low	3 - 5	
	3	Medium	6 - 10	
	4	High	11 - 15	
	5	Very High	> 15	
Risk to Council or other public assets	What would happen to other public assets the drain is protecting if the project doesn't proceed? Risk assessed with Likelihood and Consequence rating using ISO 31000:2009			25%
	1	Low Risk. Manage by routine procedures		
	2	Medium Risk. Planned action required (ie. Make safe and include in forward programs)		
	3	High Risk. Prioritised action required (ie. Make safe and program in current/next program).		
	4	Very High Risk. Immediate Corrective Action required.		
Condition	1	Very Good	All components free of defects and structure well maintained. Only planned maintenance required. Approximately 0 - 20% of useful life consumed.	25%
	2	Good	Minor maintenance required plus planned maintenance. Free of defects affecting performance, integrity and durability. Approximately 20 - 40% of useful life consumed.	
	3	Fair	Defects affecting durability which require monitoring and/or maintenance. Significant maintenance required to return to accepted level of service. Approximately 40 - 60% of useful life consumed.	
	4	Poor	Defects affecting performance and structural integrity. Renewal or upgrade required. Approximately 60 - 80% of useful life consumed.	
	5	Very Poor/Unsafe	Unserviceable. Requires urgent attention, life and property at risk. 80 - 100% of useful life consumed.	
Functionality	1	Very Good	No soil erosion and/or water draining freely.	25%
	2	Good	Minor soil erosion and/or mild water ponding, water drains in a reasonable timeframe.	
	3	Fair	Moderate erosion and/or some periods of water detention.	
	4	Poor	Significant soil erosion and/or long periods of water detention. Structural damage on other assets expected in the medium term.	
	5	Very Poor	Significant soil erosion with imminent structural damage impact on other assets and/or very long periods of water detention.	
				100%

**Parking Criteria**

Criteria	Rating/Interpretation		Weighting
Access Improvement	Will improve accessibility to Council facilities, schools, tourism attractions, business centres and public amenities.		40%
	1	Very Low Alternative parking available with no impact on adjacent properties.	
	2	Low	
	3	Medium Alternative parking available with some impact on adjacent properties.	
	4	High	
5	Very High No alternative parking available with high impact on surrounding properties.		
Safety Improvement	Safety improvement for pedestrians.		30%
	1	No improvement.	
	2		
	3	Moderate improvement. Protected on street car parking.	
	4		
5	Major improvement to safety. Off street carpark separated from traffic flows.		
Strategic Significance	Strategic Significance to Council.		30%
	1	Supplementary Does not provide a public focus for Council, and is not a key area for Council activities.	
	2	Secondary Does not provide a public focus for the Council.	
	3	Standard Provides a regular focus for the Council.	
	4	Intermediate Provides an important public focus for the Council.	
5	Premium Provides a key public focus for the Council, and is a defining icon of Council service.		
			100%

**Footpaths, Pedestrian and Cycleway Network Project Prioritisation Criteria**

Criteria	Rating/Interpretation		Weighting		
Functionality and/or Condition	Ability to perform its primary function		20%		
	Condition				
	1	Very Good		1	Approximately 0 - 20% of useful life consumed.
	2	Good		2	Approximately 20 - 40% of useful life consumed.
	3	Fair		3	Approximately 40 - 60% of useful life consumed.
	4	Poor		4	Approximately 60 - 80% of useful life consumed. 5 -10yrs
5	Very Poor/Unsafe	5	80 - 100% of useful life consumed. 0 - 5 years.		
Whole of Life Cost (financial sustainability)	1	Extension/Expansion of the Footpaths Pedestrian and Cycle Network.			
	3	Infill improvement of the Footpaths Pedestrian and Cycle Network, filling missing connections.			
	5	Replacement or upgrade of existing footpath that reduces operational cost.			
Connectivity, Utilisation and POS Hierarchy	1	No connectivity or utilisation benefit to the community.			
	3	Improvement for a 'Minor' pedestrian/cycleway route.			
	5	Improvement for a 'Major' pedestrian/cycleway route.			
Environment and Wellbeing	1	Negative impact or no improvement on any of the following: aesthetic appeal, connection to nature, climate change resilience or environmental health outcome.			
	2	Improves aesthetic appeal.			
	3	Improves environmental health outcome (e.g. encouraging alternative transport).			
	4	Improves connection to nature (e.g. improving connectivity between parks, improving accessibility to the environment).			
	5	Builds climate change resilience (e.g. creating shade for footpaths, reducing heat reflection and absorption). Improves resilience to natural disaster events.			
Safety	1	Potentially introduces a new safety hazard.			
	3	No safety benefit.			
	5	The project removes a safety hazard or improves safety.			
			100%		

**Parks and Open Spaces Project Prioritisation Criteria**

Criteria	Rating/Interpretation		Weighting		
Functionality and Condition	Ability to perform its primary function		20%		
	1	Very Good		1	Approximately 0 - 20% of useful life consumed.
	2	Good		2	Approximately 20 - 40% of useful life consumed.
	3	Fair		3	Approximately 40 - 60% of useful life consumed.
	4	Poor		4	Approximately 60 - 80% of useful life consumed. 5 -10yrs
	5	Very Poor/Unsafe		5	80 - 100% of useful life consumed. 0 - 5 years.
Whole of Life Cost (financial sustainability)	1	Expansion of the Parks and Open Spaces portfolio. E.g. Additional park, playground, toilet, or high maintenance garden. Extension of the footpath network (not infill) requiring additional labour.			
	2	Additional feature that requires significant additional labour for the life of the asset. E.g. New hedges, gardens with irrigation required, fence, bollards, rotunda, BBQs, lighting, and bins.			
	3	Additional feature that requires minimal additional labour for the life of the asset. E.g. New picnic facilities, basic playground feature (e.g. Swings or basic static equipment), onsite car park, bollards, drinking water tap, sign, drought tolerant tree, footpath network infill.			
	4	Replacement or upgrade of existing feature that does not increase operational cost, or operational cost reductions are made in other areas so that this project is WOLC neutral.			
	5	Replacement or upgrade that reduces operational cost.			
Connectivity, Utilisation and POS Hierarchy	1	No connectivity or utilisation benefit to the community.			
	2	Improvement for an open space with an asset hierarchy of 'Other' where there are no existing features. Streetscape improvement on an "Access" street.			
	3	Improvement for an open space with an asset hierarchy of "Other" where there are existing park features.			
	4	Improvement for a 'Minor' park or 'Minor' pedestrian/cycleway route. Streetscape improvement on a "Collector" road.			
	5	Improvement for a 'Park' or 'Major' pedestrian/cycleway route. A CBD/town entrance streetscape.			
Environment and Wellbeing	1	Negative impact or no improvement on any of the following: aesthetic appeal, connection to nature, climate change resilience or environmental health outcome.			
	2	Improves aesthetic appeal.			
	3	Improves environmental health outcome (e.g. bins, encouraging alternative transport, commemorative gardens and cultural spaces).			
	4	Improves connection to nature (e.g. Creating green or habitat corridors, improving connectivity between parks, improving accessibility to the environment).			
	5	Builds climate change resilience (e.g. solar panels, water conservation, creating shade, reducing heat reflection and absorption). Improves resilience to natural disaster events.			
Safety	1	Potentially introduces a new safety hazard.			
	3	No safety benefit.			
	5	The project removes a safety hazard or improves safety.			
			100%		

**Facilities Criteria**

Criteria	Rating/Interpretation		Weighting		
Environmental and/or Public Health Impact	Projects will contribute to the natural and built environment and improve public health outcomes.		10%		
	1	Very Low Contribution/Improvement			
	2	Low Impact Contribution/Improvement			
	3	Medium Impact Contribution/Improvement			
	4	High Impact Contribution/Improvement			
5	Very High Impact Contribution/Improvement				
Utilisation	Assessing the use of the facility. (Average People/Year)		15%		
	1	Very Low			
	2	Low			
	3	Medium			
	4	High			
5	Very High				
Whole of Life Cost	Renew our existing assets before improving service levels to reduce WOLC impact on our annual budget.		30%		
	1	Expansion of Facilities portfolio - new facility			
	2	Upgrade or expansion of a facility to improve service level to the community.			
	3	Renewal and proactive upgrade to protect existing facility where deterioration is commencing.			
	4	Renewal and upgrade to protect existing facility where significant deterioration has occurred and is impacting on safety.			
5	100% renewal of existing facility				
Functionality and Condition	Ability to perform its primary function	Condition	30%		
	1	Very Good		1	Approximately 0 - 20% of useful life consumed.
	2	Good		2	Approximately 20 - 40% of useful life consumed.
	3	Fair		3	Approximately 40 - 60% of useful life consumed.
	4	Poor		4	Approximately 60 - 80% of useful life consumed.
5	Very Poor/Unsafe	5	80 - 100% of useful life consumed.		
Strategic Significance	Strategic Significance of building to the Council.		15%		
	1	Supplementary		Does not provide a public focus for Council, and is not a key area for Council activities.	
	2	Secondary		Does not provide a public focus for the Council.	
	3	Standard		Provides a regular focus for the Council.	
	4	Intermediate		Provides an important public focus for the Council.	
5	Premium	Provides a key public focus for the Council, and is a defining icon of Council service.			
			100%		

**Community Housing Criteria**

Criteria	Rating/Interpretation	Weighting	
Environmental Impact	Projects will contribute to the natural and built environment, consider sustainable principle and energy efficiencies taking into consideration greenhouse gas emissions, water management, waste management and biodiversity.	10%	
	1 High Negative		
	2 Low Negative Impact		
	3 Neutral Impact		
	4 Low Positive Impact		
5 High Positive Impact			
Health, Wellbeing and Safety	Projects will benefit the health, wellbeing and safety of community housing residents.	20%	
	1 No Benefit		
	2 Slight Benefit		
	3 Minor Benefit		
	4 Moderate Benefit		
5 Major Benefit			
Maintenance	Annual maintenance cost reduction by proceeding with the project.	20%	
	1 No Reduction		
	2 Slight Reduction		
	3 Minor Reduction		
	4 Moderate Reduction		
5 Major Reduction			
Functionality and Condition	Ability to perform its primary function	Condition	30%
	1 Very Good (S5)	1 Approximately 0 - 20% of useful life consumed.	
	2 Good (S4)	2 Approximately 20 - 40% of useful life consumed.	
	3 Fair (S3)	3 Approximately 40 - 60% of useful life consumed.	
	4 Poor (S2)	4 Approximately 60 - 80% of useful life consumed.	
5 Very Poor/Unsafe (S1)	5 80 - 100% of useful life consumed.		
Strategic Significance	Strategic Significance of building to the Council. Add 1 point if project/building is		20%
	1 Supplementary	Does not provide a public focus for Council, and is not a key area for Council activities.	
	2 Secondary	Does not provide a public focus for the Council.	
	3 Standard	Provides a regular focus for the Council.	
	4 Intermediate	Provides an important public focus for the Council.	
5 Premium	Provides a key public focus for the Council, and is a defining icon of Council service.		
		100%	

**Aerodromes Criteria**

Criteria	Rating/Interpretation		Weighting
Utilisation	Assessing the use of the facility. (Bookings/Year)		25%
	1	Very Low <500	
	2	Low >500 & <1,000	
	3	Medium >1,000 & <2,000	
	4	High >2,000 & <3,000	
Maintenance	Annual maintenance cost reduction by proceeding with the project.		25%
	1	No Impact \$0	
	2	Low Impact >0 & < \$1,000	
	3	Minor Impact >\$1,000 & < \$2,500	
	4	Moderate Impact >\$2,500 & < \$5,000	
Functionality and Condition or Demand (if this is a new asset)	Functionality		25%
	1	Very Good	
	2	Good	
	3	Fair	
	4	Poor	
5	Very Poor/Unsafe		
		Condition	25%
1	Approximately 0 - 20% of useful life consumed.		
2	Approximately 20 - 40% of useful life consumed.		
3	Approximately 40 - 60% of useful life consumed.		
4	Approximately 60 - 80% of useful life consumed.		
5	80 - 100% of useful life consumed.		
Strategic Significance	Strategic Significance of building to the Council. Add 1 point if project is mentioned in		25%
	1	Supplementary Does not provide a public focus for Council, and is not a key area for Council activities.	
	2	Secondary Does not provide a public focus for the Council.	
	3	Standard Provides a regular focus for the Council.	
	4	Intermediate Provides an important public focus for the Council.	
5	Premium Provides a key public focus for the Council, and is a defining icon of Council service.		
			100%

**Water Criteria**

Criteria	Rating/Interpretation	Weighting		
Risk	What would happen if Council did nothing? Risk assessed with Likelihood and Consequence rating using ISO 31000:2009 Risk Management Standard.	25%		
	1 Low Manage by routine procedures			
	2 Moderate Planned action required (ie. Make safe and include in forward programs)			
	3 Significant Prioritised action required (ie. Make safe and program in current/next program)			
	4 Extreme Immediate Corrective Action required.			
Condition/ Capacity of surrounding assets to service the need	Condition of the current asset	Capacity to service the need.	25%	
	1 Very Good Excellent physical condition, Observable deterioration is insignificant. No adverse service reports.	1 Very good ability to service the need.		
	2 Good Observation or testing indicates that asset is meeting all service requirements. Minor deterioration observed.	2 Good ability to service the need.		
	3 Fair Moderate deterioration evident. Minor components or isolated sections need replacement or repair now but not affecting short term structural integrity.	3 Fair ability to service the need.		
	4 Poor Serious deterioration and significant defects affecting structural integrity. Asset is now moving into zone of failure.	4 Poor ability to service the need.		
	5 Very Poor/ Unsafe Failed or failure imminent. Immediate need to replace most or all of asset.	5 Very poor ability to service the need.		
	This gives priority to renew water mains, pumps and reservoirs that would have the greatest impact on the community if they fail.			50%
	1 Insignificant Impact	<=100mm supply main or booster pump primarily for irrigation supply such as a park or garden. No part of a treatment plant is considered insignificant.		
	2 Minor Impact	150mm supply main or booster pump for small area (5 or less domestic connections) where supply could be re-routed and service delivery not affected. For a treatment plant, it would be a minor impact if there is a spare or a temporary work-around available.		
	3 Moderate Impact	150mm supply main or booster pump for small area (5 or less domestic connections) where supply cannot be re-routed. For a treatment plant, it would be a moderate impact if it is not a critical control point but there is no spare available. It may cause water restrictions.		
4 High Impact	Entire reservoir catchment impacted or substantial proportion of CBD impacted. Reservoir, Trunk Main or Major Pump Station. For treatment plants this would include any critical control point asset that would reduce the clear water storage and initiate water restrictions.			
5 Very High Impact	Entire water scheme impacted or entire CBD impacted. Treatment Plant or CBD Trunk Main or Major Pump Station for CBD. Dialysis Patient or essential service such as but not limited to hospitals, schools, aged care facilities. For treatment plants this would include any critical control point asset that would stop the treatment process. Any area that is impacted with no water for an extended period of time and that could result in legal action.			
		100%		

**Wastewater Criteria**

Criteria	Rating/Interpretation	Weight		
Risk	What would happen if Council did nothing? Risk assessed with Likelihood and Consequence rating using ISO 31000:2009 Risk Management Standard.	25%		
	1 Low Risk Manage by routine procedures			
	2 Moderate Risk Planned action required (ie. Make safe and include in forward programs)			
	3 Significant Risk Prioritised action required (ie. Make safe and program in current/next program)			
	4 Extreme Risk Immediate Corrective Action required.			
Condition/ Capacity of surrounding assets to service the need	Condition of the current asset	Capacity to service the need.	25%	
	1 Very Good Excellent physical condition, Observable deterioration is insignificant. No adverse service reports.	1 Very good ability to service the need.		
	2 Good Observation or testing indicates that asset is meeting all service requirements. Minor deterioration observed.	2 Good ability to service the need.		
	3 Fair Moderate deterioration evident. Minor components or isolated sections need replacement or repair now but not affecting short term structural integrity.	3 Fair ability to service the need.		
	4 Poor Serious deterioration and significant defects affecting structural integrity. Asset is now moving into zone of failure.	4 Poor ability to service the need.		
	5 Very Poor/ Unsafe Failed or failure imminent. Immediate need to replace most or all of asset.	5 Very poor ability to service the need.		
	This gives priority to renew sewer mains and pumps that would have the greatest impact on the community if they fail.			50%
	1 Insignificant Impact No part of the wastewater reticulation network or treatment plant is considered insignificant.			
	2 Minor Impact 100mm connection for small area (5 or less domestic connections) where wastewater could temporarily (1 day) be removed by truck. For a treatment plant, it would be a minor impact if there is a spare or a temporary work-around available.			
	3 Moderate Impact 100mm connection for small area (more than 5 domestic connections) where wastewater could not temporarily be removed by one truck or more than 1 day. For a treatment plant, it would be a moderate impact if it is not a critical control point and there is no spare available.			
4 High Impact Entire pump station catchment impacted or substantial proportion of CBD impacted. Trunk Main or Major Pump Station. For treatment plants this would include any critical control point asset that would impact treatment but not initiate a bypass.				
5 Very High Impact Entire wastewater scheme impacted or entire CBD impacted. Treatment Plant or CBD Trunk Main or Major Pump Station for CBD. Essential service such as but not limited to hospitals, schools, aged care facilities. For treatment plants this would include any critical control point that results in a bypass.				
		100%		

**Waste Criteria**

Criteria	Rating/Interpretation	Weighting		
Risk	What would happen if Council did nothing? Risk assessed with Likelihood and Consequence rating using ISO 31000:2009 Risk Management Standard.	20%		
	1 Low Risk Manage by routine procedures			
	2 Moderate Risk Planned action required (ie. Make safe and include in forward programs)			
	3 Significant Risk Prioritised action required (ie. Make safe and program in current/next program)			
	4 Extreme Risk Immediate Corrective Action required.			
Utilisation	Assessing the use of the facility. Cubic metres of waste per year.	20%		
	1 Very low <2000t			
	2 Low >2000t but <5000t per year			
	3 Medium >5000t but <20000t per year			
	4 High >20000t but <50000t			
	5 Very high >50000t			
Condition/ Capacity of surrounding assets to service the need	Condition of the current asset	Capacity to service the need.	20%	
	1 Very Good Excellent physical condition, Observable deterioration is insignificant. No adverse service reports.	1 Very good ability to service the need.		
	2 Good Observation or testing indicates that asset is meeting all service requirements. Minor deterioration observed.	2 Good ability to service the need.		
	3 Fair Moderate deterioration evident. Minor components or isolated sections need replacement or repair now but not affecting short term structural integrity.	3 Fair ability to service the need.		
	4 Poor Serious deterioration and significant defects affecting structural integrity. Asset is now moving into zone of failure.	4 Poor ability to service the need.		
	5 Very Poor/ Unsafe Failed or failure imminent. Immediate need to replace most or all of asset.	5 Very poor ability to service the need.		
	Criticality	This gives priority to transfer station and landfill assets that would have the greatest impact on the community if they fail, are inaccessible or service is interrupted.		40%
		1 Insignificant Impact No interruption or delays to service.		
		2 Minor Impact Failure of critical asset components that interrupts or delays Council providing the service at the site for up to 1 day.		
		3 Moderate Impact Failure of critical asset components that interrupts or delays Council providing the service at the site for less than 1 week.		
4 High Impact Failure of critical asset components that interrupts or delays Council providing the service at the site for greater than 1 week.				
5 Very High Impact Very high number of ratepayers using transfer station or trench. Failure of critical asset components that stops Council providing the service at the site.				
		100%		

**Fleet Criteria**

Criteria	Rating/Interpretation	Weighting		
Risk	What would happen if Council did nothing? Risk assessed with Likelihood and Consequence rating using ISO 31000:2009 Risk Management Standard.	20%		
	1 Low Risk Manage by routine procedures			
	2 Medium Risk Planned action required (i.e.. Make safe and include in forward programs)			
	3 High Risk Prioritised action required (i.e.. Make safe and program in current/next program)			
	4 Very High Risk Immediate Corrective Action required.			
Age	Age of vehicle compared to industry benchmark age for replacement	10%		
	1 1 - 2 years above industry benchmark age for replacement			
	2 3 - 4 years above industry benchmark age for replacement			
	3 5 - 6 years above industry benchmark age for replacement			
	4 7 - 8 years above industry benchmark age for replacement			
	5 More than 8 years above industry benchmark age for replacement			
Condition/ Capacity of other vehicles or machines to service the need.	Condition of the current asset	Capacity of other vehicles or machines to service the need.	20%	
	1 Very Good Excellent physical condition, Observable deterioration is insignificant. No adverse service reports.	1 Very good ability to service the need.		
	2 Good Observation or testing indicates that asset is meeting all service requirements. Minor deterioration observed.	2 Good ability to service the need.		
	3 Fair Moderate deterioration evident. Minor components need replacement or repair now but not affecting short term structural integrity.	3 Fair ability to service the need.		
	4 Poor Serious deterioration and significant defects affecting structural integrity. Asset is now moving into zone of failure.	4 Poor ability to service the need.		
	5 Very Poor/ Unsafe Failed or failure imminent. Immediate need to replace most or all of asset.	5 Very poor ability to service the need.		
	Criticality	This gives priority to replace vehicles and machinery that are utilised the most and would have the greatest impact on the community if they fail.		50%
		1 Insignificant Impact Low Utilisation. Another vehicle could be substituted. No impact on service delivery.		
		2 Minor Impact Low Utilisation. Another vehicle could be substituted. Low impact on service delivery.		
		3 Moderate Impact Moderate Utilisation. No spares. Some impact on service delivery.		
4 High Impact High Utilisation. No spares. Rapid impact on service delivery or high cost to hire a replacement.				
5 Very High Impact Very High Utilisation. No spares. Immediate impact on service delivery or very high cost to hire a replacement.				
		100%		



**10 CONFIDENTIAL REPORTS**

Nil

**11 BUSINESS WITHOUT NOTICE**

**12 NEXT MEETING OF COUNCIL**



**13 FOR INFORMATION**

**13.1 SUMMARY OF NEW PLANNING APPLICATIONS & DELEGATED DECISIONS FOR THE MONTH OF NOVEMBER 2021**

**Date Prepared:** 2 December 2021

**Author:** Senior Planner

**Attachments:** Nil

---

Please see below information.

**Summary of new Planning Development Applications and Delegated Decisions for November 2021**

New Development Applications					
Application #	Lodgement Date	Applicant/ Address	Property Description	Application Type	Status
MCU/21/0021	11/11/2021	G Paterson C/- Emergent Building Approvals 155 Martin Avenue, Mareeba	Lot 21 on SP237080	MCU Caretaker's Accommodation	Decision Notice issued on 22/11/2021
MCU/21/0022	29/11/2021	A Hockley C/- Scope Town Planning 7 Victor Place, Kuranda	Lot 11 on RP861072	MCU Animal keeping (Cattery)	In Confirmation Stage
RAL/21/0019	11/11/2021	Max David C/- Brazier Motti Pty Ltd 57 Spena Road, Mareeba	Lot 1 on SP305276	ROL (1 into 3 lots)	Decision Notice issued on 29/11/2021

Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
MCU/21/0021	11/11/2021	G Paterson C/- Emergent Building Approvals	155 Martin Avenue, Mareeba	Lot 21 on SP237080	MCU Caretaker's Accommodation
RAL/21/0019	29/11/2021	Max David C/- Brazier Motti Pty Ltd	57 Spena Road, Mareeba	Lot 1 on SP305276	ROL (1 into 3 lots)
OPW/21/0005	02/11/2021	Ian Wallace C/- Kelly Reaston Development & Property Services	155 Hastie Road, Mareeba	Lot 2 on RP730887	Operational Works (Roadworks, Earthworks, Stormwater, Drainage, Water & Sewer Supply Works) for Development Permit RAL/21/0007

November 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
DA/15/0049	11/11/2021	M Prein	Two Chain Road, Koah	Lot 101 on SP211120	ROL (1 into 3 Lots)

Referral Agency Response Decision Notices issued under Delegated Authority					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
CAR/21/0034	09/11/2021	G & G Wallace C/- Northern Building Approvals	7 Smallwood Street, Mareeba	Lot 3 on RP725359	Referral agency response (response before application) for building work assessable against the Mareeba Shire Council Planning Scheme 2016 (Class 10a Shed GFA Dispensation)

Extensions to Relevant Period issued					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

Survey Plans endorsed					
Application #	Date	Applicant	Address	Property Description	No of Lots
RAL/20/0015	08/11/2021	R Lamonaca	Kenneally Road, Mareeba	PLAN OF LOTS 16 & 17, EASEMENT B IN LOT 16 AND EASEMENT C IN LOT 17 ON SP321266 (CANCELLING LOT 14 ON SP202891)	1 New Lot

November 2021 (Regional Land Use Planning)

REC/07/0052	08/11/2021	Hockey Machinery Sales Pty Ltd	Summer Street & Kenneally Road, Mareeba	LOTS 78 & 100 ON SP328204 (CANCELLING LOT 100 ON SP325402)	1 New Lot
REC/10/0019	12/11/2021	S & R Brischetto	4497 Kennedy Highway, Mareeba	PLAN OF LOTS 1 - 3 ON SP248135 AND EASEMENTS A, B & D IN LOT 3 AND EASEMENTS C & E IN LOT 2 (CANCELLING LOT 1 ON RP735319)	2 New Lots

November 2021 (Regional Land Use Planning)