



# **AGENDA**

**Wednesday, 15 June 2022**

**Ordinary Council Meeting**

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

**Date: Wednesday, 15 June 2022**

**Time: 10:30am**

**Location: Council Chambers**

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



**Order Of Business**

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



## 8 CORPORATE AND COMMUNITY SERVICES

### 8.1 APPLICATION FOR RENEWAL OF TERM LEASE 9/52978 OVER LOT 41 ON DA213, BUTCHERS CREEK ROAD, LOCALITY OF MOUNT CARBINE

**Date Prepared:** 25 May 2022

**Author:** Senior Planner

**Attachments:** 1. Department of Resources letter dated 3 May 2022 [↓](#)

#### EXECUTIVE SUMMARY

Application has been made to the Department of Resources (DoR) for the renewal of Term Lease 9/52978 over Lot 41 on DA213, situated on Butchers Creek Road, Maryfarms.

Lot 41 on DA213 has an area of 759m<sup>2</sup> and allows for water supply infrastructure to run between Mary Creek and nearby Lot 22 on DA194.

DoR seeks Council's views on the renewal of the term lease.

#### RECOMMENDATION

That Council advise the Department of Resources that Council has no objection to the renewal of Term Lease 9/52978 for water facility purposes over Lot 41 on DA213, situated on Butchers Creek Road, Locality of Mount Carbine.

#### BACKGROUND



Map Disclaimer:

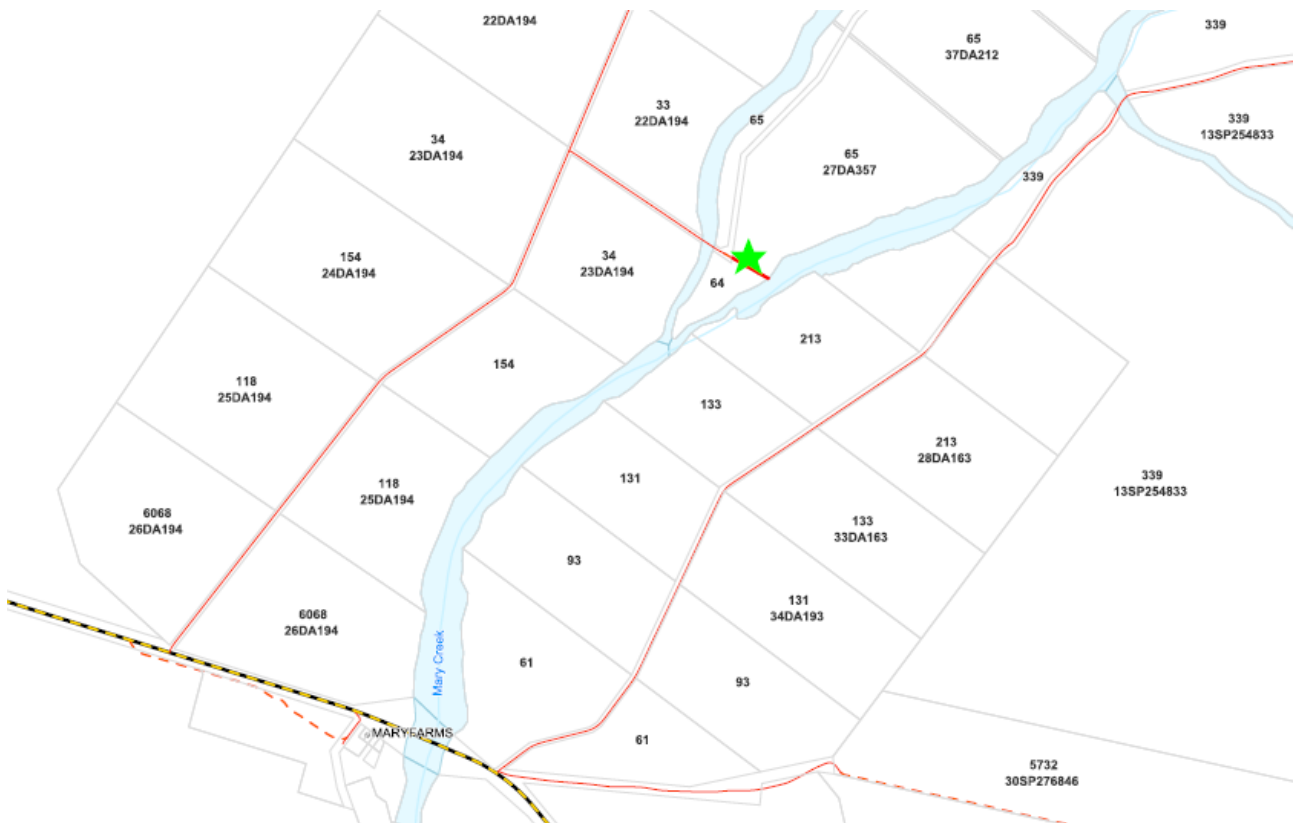
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DoR is considering an application for the renewal of Term Lease 9/52978 over Lot 41 on DA213, situated on Butchers Creek Road, Maryfarms.

Lot 41 on DA213 is five (5) metres wide with an area of 759m<sup>2</sup>. Lot 41 allows for water supply infrastructure to run between Mary Creek and Lot 22 on DA194; a 65 hectare rural parcel on West Mary Road.

Term Lease 9/52978 (water facility purposes) commenced on 1 January 1994 and is due to expire on 1 January 2024.

DoR seeks Council's views on the renewal of the term lease for a further 30 year term.



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**RISK IMPLICATIONS**

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

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

Lot 41 contains essential water supply infrastructure necessary to support the rural use of Lot 22 on DA194.

There is no planning objection to the renewal of the term lease.

**FINANCIAL AND RESOURCE IMPLICATIONS**

**Capital**

Nil

**Operating**

Nil



**LINK TO CORPORATE PLAN**

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

**IMPLEMENTATION/COMMUNICATION**

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

File / Ref number **2021/004387**

3<sup>rd</sup> May 2022

Mareeba Shire Council  
PO Box 154  
Mareeba QLD 4880

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

Dear Sir/Madam,



Department of Resources

**Assessment of further dealing of Term Lease 9/52978 described as Lot 41 on Plan DA213**

The abovementioned lease expires on December 31<sup>st</sup> 2023, and the department is considering further dealing with this land. The following information may help you in providing your views and/or requirements regarding further dealing with this land.

Term Lease 9/52978 commenced on 01/01/1994 for a term of 30 years and issued for Water Facility purposes.

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

It is required that your department provide any views or requirements for the renewal of term lease 9/52978 for a further 30 years for the same purpose.

Objections to the renewal and any views or requirements that may affect the future use of the land should be received by close of business on **14/06/2022**. If you offer an objection to renewal, a full explanation stating the reason for the objection should be forwarded to this Office.

If you wish to provide a response but are unable to do so before the due date, please contact the author before the due date to arrange a more suitable timeframe. An extension to this due date will only be granted in exceptional circumstances.

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

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

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Postal :  
Resources Cairns  
PO Box 937  
Cairns QLD 4870

Telephone : (07) 4222 5220

If you wish to discuss this matter, please contact Gerry McDonald on (07) 4222 5220.

All future correspondence relative to this matter is to be referred to the contact Officer at the address below or by email to [lasslsteam1eng@resources.qld.gov.au](mailto:lasslsteam1eng@resources.qld.gov.au). Any hard copy correspondence received will be electronically scanned and filed. For this reason, it is recommended that any attached plans, sketches or maps be no larger than A3-sized.

Please quote reference number **2021/004387** in any future correspondence.

Yours sincerely



Gerry McDonald  
Land Support Officer

# Lot 41 on DA213

16°33'43"S 145°11'43"E

16°33'43"S 145°11'51"E

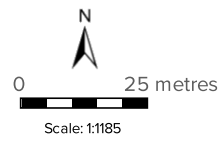


16°33'50"S 145°11'43"E

16°33'50"S 145°11'51"E

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 **Queensland Globe**

Legend located on next page



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 For more information, visit  
<https://qdglobe.information.qld.gov.au/help-info/Contact-us.html>

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# Lot 41 on DA213

 Legend

 Attribution





**Stock route**

-  Primary, Open
-  Secondary, Open
-  Minor and Unused, Open
-  Primary, Conditional
-  Secondary, Conditional
-  Minor and Unused, Conditional
-  Primary, Closed
-  Secondary, Closed
-  Minor and Unused, Closed

**Stock route reserve**

-  Primary, Open
-  Secondary, Open
-  Minor and Unused, Open
-  Primary, Conditional
-  Secondary, Conditional
-  Minor and Unused, Conditional
-  Primary, Closed
-  Secondary, Closed
-  Minor and Unused, Closed

**Proposed stock routes**

-  Primary
-  Secondary
-  Inactive â use by negotiation
-  Reserve

**Road parcel**



**Land parcel**



**Land parcel - gt 1 ha**



**Land parcel - gt 10 ha**



**Easement parcel**



**Strata parcel**



**Land parcel - gt 1000 ha**



**Land parcel label**

**Land parcel label - gt 1 ha**

**Land parcel label - gt 10 ha**

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# Lot 41 on DA213

 Legend

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Land parcel label - gt 1000 ha

## Cities and Towns

o

## Road Crossing

— Bridge

— Tunnel

## Road

 Highway

 Main

 Local

 Private

## Railway



**8.2 APPLICATION FOR COMMERCIAL OTHER - SUBSIDIARY ON PREMISES (CAFE) LICENCE - TICHUM CREEK COFFEE & FARMERS MARKET - LOTS 1 & 2 ON SP256995, 3576 KENNEDY HIGHWAY, MAREEBA**

**Date Prepared:** 25 May 2022

**Author:** Senior Planner

**Attachments:** 1. Department of Justice and Attorney General letter dated 16 May 2022  
[↓](#)

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**EXECUTIVE SUMMARY**

The Office of Liquor and Gaming Regulation has written to Council advising that an application has been made for a Commercial other subsidiary on premises (café) liquor licence over land described as Lots 1 and 2 on SP256995, situated at 3576 Kennedy Highway, Mareeba.

The applicant is Della Terra Investments Pty Ltd and the premises to be licenced is Tichum Creek Coffee & Farmers Market. Town planning approval for this tourist attraction was granted by Council on 20 March 2003.

The proposed licence would allow the sale of liquor for consumption on the premises together prepared food.

It is recommended that Council offers no objection to the issue of the liquor licence.

**RECOMMENDATION**

That Council advises the Office of Liquor and Gaming Regulation of the Department of Justice and Attorney General that Council has no objection to the granting of a "Commercial other subsidiary on premises licence" to Della Terra Investments Pty Ltd over the Tichum Creek Coffee & Farmers Market on land described as Lots 1 & 2 on SP256995, situated at 3576 Kennedy Highway, Mareeba, subject to the standard trading conditions.

**BACKGROUND**

Della Terra Investments Pty Ltd has made an application to the Office of Liquor and Gaming Regulation for a Commercial other subsidiary on premises liquor licence over the Tichum Creek Coffee & Farmers Market on land described as Lots 1 & 2 on SP256995, situated at 3576 Kennedy Highway, Mareeba.

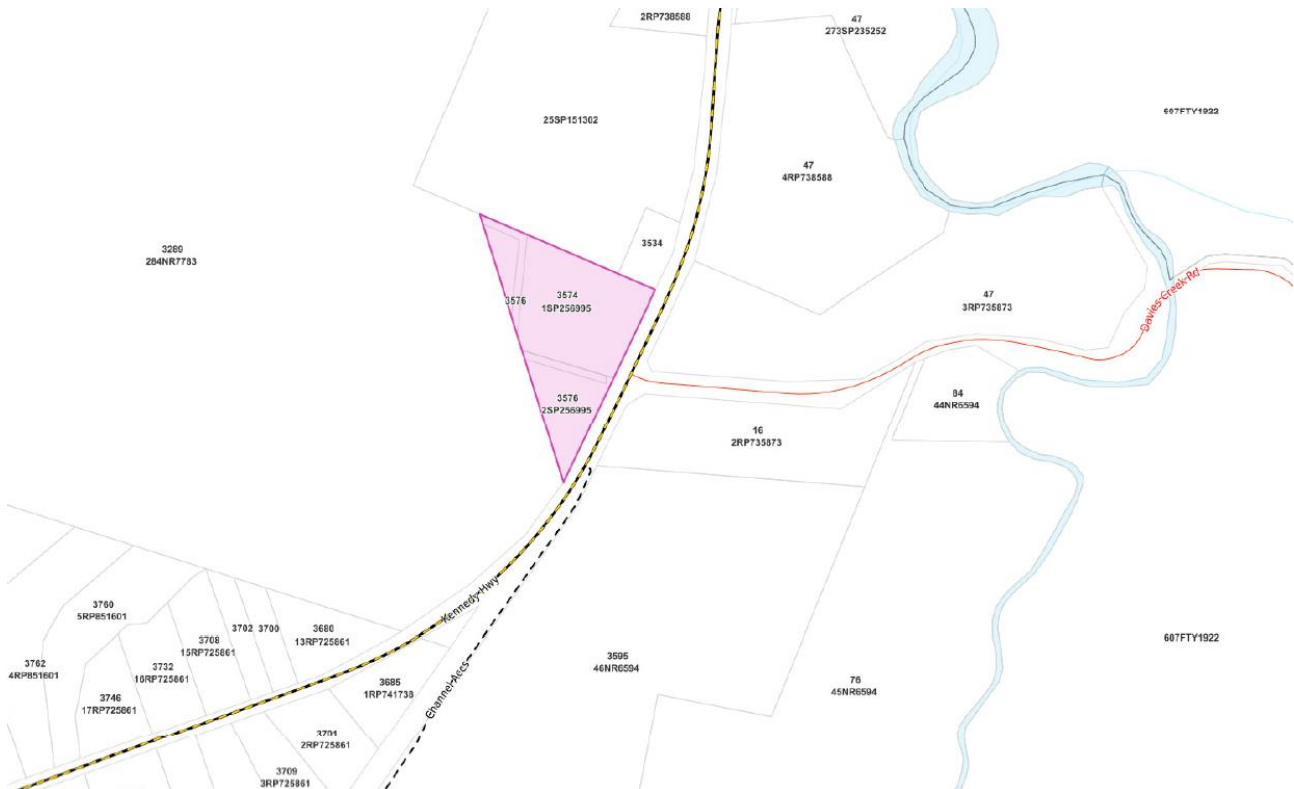
The proposed licence would allow the sale of liquor for consumption on the premises in conjunction with meals prepared on the premises.

The proposed liquor trading hours are 10:00am to 12:00am - Monday to Sunday.



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**RISK IMPLICATIONS**

Nil

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Lots 1 and 2 on SP256995 are zoned Rural under the Mareeba Shire Council Planning Scheme 2016.

On 20 March 2003, Council issued a development permit MC2002/30 for a material change of use - tourist attraction, formerly known as the Tichum Creek Coffee Farm.

The proposed sale of liquor is ancillary to the approved tourist attraction.

It is recommended that Council offer no objection to the granting of a Commercial other subsidiary on premises licence to Della Terra Investments Pty Ltd.

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

Nil

***Operating***

Nil

**IMPLEMENTATION/COMMUNICATION**

The Office of Liquor and Gaming Regulation will be informed of Council decision following the ordinary meeting.



Please quote: 1033275/LAB12  
 Contact officer: Customer Support Team  
 Contact Number: 1300 072 322

Office of Liquor and Gaming Regulation  
 Department of  
 Justice and Attorney-General

Chief Executive Officer  
 Mareeba Shire Council  
 Email: [info@msc.qld.gov.au](mailto:info@msc.qld.gov.au)

Dear Sir/Madam

**TICHUM CREEK COFFEE & FARMERS MARKET - MAREEBA**  
**Application for commercial other – subsidiary on premises (café) licence**  
**Real Property Description: Lots 1 & 2 on SP 256995**  
**Applicant's Contact Details: Berniece Terranova, 427 466 116,**  
**admin@terranovalfarming.com.au**

An application for a liquor licence for a premises within your area of authority has been received at this office. Details of the application are as follows:

*Applicant:* Della Terra Investments Pty Ltd  
*Name of Premises:* Tichum Creek Coffee & Farmers Market  
*Street Address:* 3576 Kennedy Highway, Mareeba  
*Proposed Trading Hours:* 10:00 AM to 12:00 AM - Monday to Sunday  
*Type of Licence:* commercial other – subsidiary on premises (café)

Should this licence be granted it would enable the holder thereof to sell liquor for consumption on the premises where the principal activity is the provision of prepared food to be eaten on the licensed premises.

Please note that the applicant has also indicated their intention to include outdoor dining areas as part of their proposed licensed area.

By law, the relevant local government authority for the locality must be informed of the application and afforded the opportunity to:

- Comment on the reasonable requirements of the public in the locality.
- Object to the grant of the application on the grounds that the amenity, quiet or good order of the locality would be lessened.

Please advise whether you have any comments on, or objections to, the grant of the application.

Office of Liquor and Gaming Regulation  
 63 George Street  
 BRISBANE QLD 4000  
 Locked Bag 180  
 CITY EAST QLD 4002

Telephone +61 1300 072 322  
 Facsimile +61 7 3738 8531  
 Email [OLGRlicensing@justice.qld.gov.au](mailto:OLGRlicensing@justice.qld.gov.au)  
 Website [www.business.qld.gov.au/liquor-gaming](http://www.business.qld.gov.au/liquor-gaming)  
 ABN 13 846 673 994

To comply with section 117 of the Act, your comments or objection should be received by 30 May 2022. If no response is received by this date, it will be assumed that you do not have any concerns relating to the approval of the application.

If you do not support the application, your comments or objection should include full particulars of:

- The grounds upon which the objection is made.
- The facts, evidence or reasons upon which it is based.

It is important to note that less weight will be given to statements that merely indicate that the Chief Executive Officer does not support, or objects to the application. Accordingly, any objection to this application should be supported by documentary evidence on the specific trading history of this venue and include incidents directly linked to the operation of the premises and the conduct of the licensee and their management.

If this application relates to a new licensed premises and there is no trading history to rely on, your objection may be based on anecdotal evidence, particularly in relation to the reasonable requirements of the public.

In the interests of natural justice, any comment or objection you provide may be referred to the applicant.


In considering your comments, including the likelihood of adverse health, public safety and amenity issues, the Commissioner for Liquor and Gaming may also impose licence conditions to mitigate any risk posed by the application.

The Commissioner's decision may be subject to review by the independent Queensland Civil and Administrative Tribunal. Substantiating any comments or objections as requested will ensure the Commissioner's decision is appropriately evidence-based and more capable of withstanding scrutiny in any subsequent review.

**Compliance with local town planning requirements is requested to be confirmed in your reply to this letter.**

If you require clarification on any of these matters, please do not hesitate to contact the Customer Support Team on telephone 1300 072 322.

Yours sincerely



Meganne Pistak  
**Licensing Officer**  
16/5/2022

<b>8.3</b>	<b>AMPLITEL PTY LTD - MATERIAL CHANGE OF USE - TELECOMMUNICATIONS FACILITY - LOT 22 ON SP323208 - 114 MINES ROAD, MAREEBA - MCU/22/0007</b>
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**Date Prepared:** 30 May 2022

**Author:** Senior Planner

**Attachments:**

1. [Proposal Plans](#) ↓
2. [Submissions](#) ↓
3. [Chief Medical Officer Statement - Safety of 5G Technology](#) ↓

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#### APPLICATION DETAILS

APPLICATION		PREMISES	
<b>APPLICANT</b>	Amplitel Pty Ltd	<b>ADDRESS</b>	114 Mines Road, Mareeba
<b>DATE LODGED</b>	20 April 2022	<b>RPD</b>	Lot 22 on SP323208
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Material Change of Use - Telecommunications Facility		
<b>FILE NO</b>	MCU/22/0007	<b>AREA</b>	20.17 hectares
<b>LODGED BY</b>	Ventia Pty Ltd	<b>OWNER</b>	D & M Gostelow
<b>PLANNING SCHEME</b>	Mareeba Shire Council Planning Scheme 2016		
<b>ZONE</b>	Rural Residential zone		
<b>LEVEL OF ASSESSMENT</b>	Impact Assessment		
<b>SUBMISSIONS</b>	Two (2), including 1 co-signed by 15 persons		

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#### EXECUTIVE SUMMARY

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

The application is impact assessable and two (2) 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.

The key planning issues associated with the proposed development are visual amenity impact due to the height of the tower, as well as perceived health issues relating to electromagnetic emissions on nearby sensitive land uses.

Despite the monopole tower having a slimline design, given the height of the tower, some visual impact to the surrounding locality is unavoidable. However, telecommunications facilities are a common and accepted form of development, and any visual impact will be offset by the wider community benefit provided by the proposed facility (mobile phone reception). Furthermore, the developer will be required to paint the monopole tower a "pale eucalypt" colour to help the development blend in with the natural environment.

Using methodology developed by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) the applicants prepared and submitted a report on the expected levels of electromagnetic energy (EME) that will be produced by the facility. The highest level produced is within 50 - 100 metres of the facility and is well below the public exposure limit at 1.75% of the limit.

The proposed facility, like many other telecommunication facilities which are already constructed in much more densely populated areas, is not likely to impact on the health and wellbeing of surrounding residents.

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>	Amplitel Pty Ltd	<b>ADDRESS</b>	114 Mines Road, Mareeba
<b>DATE LODGED</b>	20 April 2022	<b>RPD</b>	Lot 22 on SP323208
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Material Change of Use - Telecommunications Facility		

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

Approved by Council in accordance with the approved plans/documents listed in (B), subject to assessment manager conditions in (C), assessment manager’s advice in (D), 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 Material Change of Use - Telecommunications Facility

- (B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
Q116998 S1	Site Access and Locality Plan	Amplitel	27.02.22
Q116998 S1-1	Site Layout	Amplitel	27.02.22
Q116998 S1-2	Antenna Layout	Telstra	27.02.22
Q116998 S3	North Elevation	Amplitel	27.02.22
Q116998 S3-1	Antenna Configuration Table	Telstra	27.02.22

- (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 the Council's delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering requirements; and
  - to ensure compliance with the following conditions of approval.
2. Timing of Effect
    - 2.1 The conditions of the development permit must be complied with to the satisfaction of Council's delegated officer prior to the 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 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 the condition(s) of this approval.
    - 3.2 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 to the commencement of the use and at the rate applicable at the time of payment.
    - 3.3 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements (as amended) and to the satisfaction of Council's delegated officer.
    - 3.4 Noise Nuisance

Refrigeration equipment, pumps, compressors and mechanical ventilation systems must be located, designed, installed and maintained to achieve a maximum noise level of 3dB(A) above background levels as measured from noise sensitive locations and a maximum noise level of 8dB(A) above background levels as measured from commercial locations.
  4. Infrastructure Services and Standards
    - 4.1 Access

An access crossover must be constructed off Mines Road to the development (from the edge of the road to the property boundary) in accordance with FNQROC Development Manual Standards (as amended), to the satisfaction of Council's delegated officer.
    - 4.2 Stormwater Drainage

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

#### 4.3 Lighting

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

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

- 4.3.2 Warning lights shall not be installed on the tower, unless specifically required by other relevant legislation.

#### 4.4 Building Materials & Finishes

- 4.4.1 Any equipment cabinets shall be a neutral colour.

- 4.4.2 The monopole tower and compound fencing shall be painted a colour equivalent to Colorbond 'Pale Eucalypt' in order to help achieve an effective visual blend with the surrounding landscape.

#### 4.5 Operational Requirements

- 4.5.1 The radiofrequency field emissions and electromagnetic emissions from the installed tower shall not exceed the Australian Radiation Protection and Nuclear Safety Agency mandated exposure limits for continuous exposure to radio frequency and electromagnetic energy transmissions from mobile phone base stations at any time, at any location.

- 4.5.2 Within three (3) months of the site becoming operational, a site compliance inspection is to be carried out by an appropriately qualified person and certificate issued to verify that the site complies with the requirements and limits of the Australian Radiation Protection and Nuclear Safety Agency, Radiation Protection Standard, 2002 Maximum Exposure Levels to Radio Frequency Fields – 3 kHz to 300 GHz. This certificate is to be submitted to Council for consideration within three (3) months of the tower becoming operational.

#### 4.6 Decommissioning and Site Rehabilitation

If the use is abandoned, the site must be rehabilitated to a level that achieves the following:

- (i) The monopole and associated infrastructure is removed from the site; and
- (ii) The site is made suitable for other uses compatible with the locality; and



(iii) Restores the visual amenity of the site.

(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) RELEVANT PERIOD

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

Material Change of Use – six (6) years (starting the day the approval takes effect). (F) OTHER NECESSARY DEVELOPMENT PERMITS AND/OR COMPLIANCE PERMITS

- Development Permit for Building Work

(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 is situated at 114 Mines Road, Mareeba, and is described as Lot 22 on SP323208. The site is irregular in shape with an area of 20.17 hectares and is zoned Rural Residential under the Mareeba Shire Council Planning Scheme 2016.

The site contains approximately 255 metres of frontage to Mines Road which is formed to a gravel standard for the relevant frontage.

The existing use of the land is a dwelling house. The overall land area outside the dwelling area and its immediate surrounds is sparsely vegetated, with native grasses the general ground-cover. There are several ornamental trees of 2-3m located west of the facility. The site topography is flat at an elevation of 444m AHD.

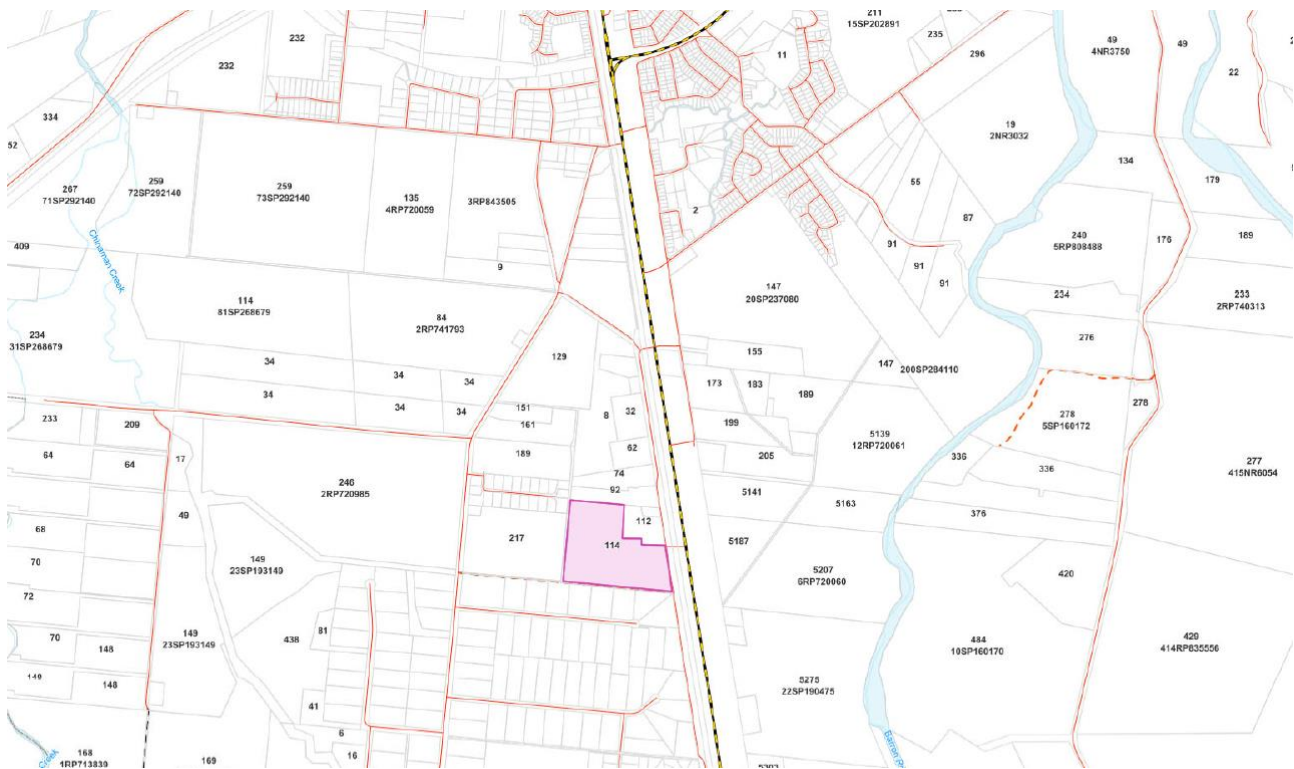
The site has one (1) existing crossover for the dwelling house. The site does have an unformed crossover in the south-eastern corner of the subject site, adjacent to a Sunwater pump tower. The site has nearby access to power, while optic fibre will be extended 1490m to the proposed development.

The site is approximately 4.5km south of the centre of Mareeba, 3.5km north of the Mareeba Airport and 125m west of the Kennedy Highway. The site is situated north of a rural residential area with blocks generally 2 hectares in size.



**Map Disclaimer:**

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



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**BACKGROUND AND CONTEXT**

Nil

**PREVIOUS APPLICATIONS & APPROVALS**

Nil

**DESCRIPTION OF PROPOSED DEVELOPMENT**

The development application seeks a Development Permit for Material Change of Use - Telecommunications Facility in accordance with the plans shown in **Attachment 1**.

The proposed development is described as follows:

- Establishing a 40m monopole on the site (antennas will protrude to 41.4m above ground level);
- Installing nine (9) new panel antennas mounted on a triangular headframe attached to the monopole at an elevation of 40m (centreline);
- Installing associated ancillary equipment mounted on the monopole headframe, including remote radio units, diplexers, tower mounted amplifiers, combiners, feeders, cables and other ancillary equipment as required;
- Installing Telstra equipment shelter at the base of the monopole to accommodate proposed equipment;

- The above elements within a 12m x 10.0m security fenced and padlocked compound; and
- Installing solid metal fencing around the exterior of the compound.

The applicant has proposed that the monopole be an unpainted/untreated concrete grey finish as it is their opinion that this would be less noticeable against the skyline.

Access to the facility is proposed to be taken off Mines Road via a new crossover. The internal access route is proposed to be crushed gravel 3m in width and will be approximately 20m in length.

Mobile phone base stations require only infrequent maintenance visits (i.e. only two (2) to four (4) times per year). Furthermore, the site will operate on a continually unmanned basis. As such, the proposal will not be a significant generator of vehicular and/or pedestrian traffic.

**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. Mareeba is identified as a Major Regional Activity Centre in the Regional Plan. The Regional Plan Map 3- ‘Areas of Ecological Significance’ does not identify the site as being of any significance.

**PLANNING SCHEME DESIGNATIONS**

Strategic Framework:	<b>Land Use Categories</b> <ul style="list-style-type: none"> <li>• Rural Residential Area</li> </ul> <b>Transport Elements</b> <ul style="list-style-type: none"> <li>• Principal Cycle Route</li> </ul>
Zone:	Rural Residential zone
Precinct:	Precinct A - 4,000m2
Overlays:	Agricultural land overlay Airport environs overlay Bushfire hazard overlay Residential dwelling house and outbuilding 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>
Telecommunications facility	Premises used for systems that carry communications and signals by means of radio, including guided or unguided electromagnetic energy, whether such facility is manned or remotely controlled.	Telecommunication tower, broadcasting station, television station	Aviation facility, 'low impact telecommunications facility' as defined under the <i>Telecommunications Act 1997</i>

**RELEVANT PLANNING INSTRUMENTS**

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

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

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

**(B) State Planning Policy**

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

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

**Strategic Framework**

**3.6 Transport and infrastructure**

**3.6.1 Strategic outcomes**

- (9) Mareeba Shire is supported by affordable and reliable high-speed telecommunications that are delivered through facilities that minimise visual impact.

Comment

The proposed telecommunications facility will include the construction of a 40 metre high monopole tower (41.4 metres high including antennas) and is therefore non-compliant with AO1.1.

The height and location of the proposed development is considered necessary in order to achieve the desired coverage objectives for the intended service area.

Despite the monopole tower having a slimline design, the height of the tower means some visual impact to surrounding residences is likely.

Telecommunications facilities are a common and accepted form of development and any visual impact will likely be offset by the wider community benefit provided by the proposed facility (mobile phone reception).

Furthermore, the developer will be required to paint the monopole tower a "pale eucalypt" colour to help soften its appearance.

The development complies.

### **3.6.11 Element—Information and communication technology**

#### **3.6.11.1 Specific outcomes**

- (2) Telecommunications facilities, particularly mobile phone towers, are located to ensure visual amenity is not compromised, with these facilities co-located wherever possible.

##### Comment

Due to the intended service area, it is not possible to co-locate this telecommunications facility. The application has thoroughly addressed co-location options and alternative sites and officers are satisfied that the subject site is appropriate.

The proposed telecommunications facility will include the construction of a 40 metre high monopole tower (41.4 metres high including antennas) and is therefore non-compliant with AO1.1.

The height and location of the proposed development is considered necessary in order to achieve the desired coverage objectives for the intended service area.

Despite the monopole tower having a slimline design, the height of the tower means some visual impact to surrounding residences is likely.

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Furthermore, the developer will be required to paint the monopole tower a "pale eucalypt" colour to help soften its appearance.

The development complies.

#### **Relevant Developments Codes**

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

- 6.2.10 Rural residential zone code
- 7.2.2 Mareeba local plan code
- 8.2.1 Agricultural land overlay code
- 8.2.2 Airport environs overlay code
- 8.2.3 Bushfire hazard overlay code
- 9.3.4 Energy and infrastructure 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
Rural residential zone code	The application can be conditioned to comply with the relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome provided) apart from the following: <ul style="list-style-type: none"> <li>• Acceptable Outcome AO1</li> </ul> Refer to planning discussion section of report.
Mareeba local plan code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Agricultural land overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Airport environs overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Bushfire hazard overlay code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.
Energy and infrastructure activities code	The application can be conditioned to comply with the relevant acceptable outcomes and/or performance outcomes (where no acceptable outcome provided) apart from the following: <ul style="list-style-type: none"> <li>• Acceptable Outcome AO3.1</li> </ul> Refer to planning discussion section of report.
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.
Works, services and infrastructure code	The application can be conditioned to comply with the relevant acceptable outcomes (or performance outcomes where no acceptable outcome is provided) contained within the code.

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

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

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

**(E) Adopted Infrastructure Charges Notice**

No charge is applicable under Adopted Infrastructure Charges Resolution (No.1) 2021.

**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 5 May 2022 to 26 May 2022. The applicant submitted the notice of compliance on 27 May 2022 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

Two (2) properly made submissions were received and both objected to the proposed development. One (1) of the submissions as co-signed by 15 persons.

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

<b>Grounds for objection /support</b>	<b>Comment</b>
Concerns about health impact due to tower proximity and/or 5G.	<p>An environmental electromagnetic energy (EME) report has been produced for the proposed development.</p> <p>The maximum predicted EME level is 1.75% of the public exposure limit at 79 metres from the source.</p> <p>The predicted EME level is 98.25% below the public safety threshold.</p> <p>Australia's Chief Medical Officer has issued an official statement about the safety of the new 5G mobile phone network (<b>Attachment 3</b>).</p> <p>The statement advises that 5G technology is safe and there is no evidence that 5G causes adverse health impacts.</p>
Development may reduce property values.	<p>This is subjective and not a planning consideration.</p> <p>Some people may be put off by telecommunications towers, and others may be attracted by the improved access to telecommunications.</p>
Current mobile phone reception is poor, but development is not worth risk to health, property values.	<p>The development is required to address the existing poor coverage.</p>



	<p>As mentioned previously, there is no evidence that the development will adversely impact on health.</p> <p>It is certain that poor mobile phone coverage can be life threatening in the event of an emergency.</p>
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**Submitters**

Name of Principal submitter	Address
1. D Richardson	PO Box 2723, Mareeba Qld 4880
2. L & G Della-Bosca (co-signed by 13 others)	PO Box 691, Mareeba Qld 4880

**PLANNING DISCUSSION**

Noncompliance with the relevant acceptable outcomes of the following development codes is discussed below. Where the development cannot comply with an acceptable outcome, it is considered compliance with the higher order specific outcome can be achieved.

**Rural Residential zone code**

*Height*

**PO1** *Building height takes into consideration and respects the following:*

- (a) *the height of existing buildings on adjoining premises;*
- (b) *the development potential, with respect to height, on adjoining premises;*
- (c) *the height of buildings in the vicinity of the site;*
- (d) *access to sunlight and daylight for the site and adjoining sites;*
- (e) *privacy and overlooking; and*
- (f) *site area and street frontage length.*

**AO1**

*Development has a maximum building height of:*

- (a) *8.5 metres; and*
- (b) *2 storeys above ground level.*

**Comment**

The proposed telecommunications facility will include the construction of a 40 metre high monopole tower (41.4 metres high including antennas) and is therefore non-compliant with AO1.1.

The height and location of the proposed development is considered necessary in order to achieve the desired coverage objectives for the intended service area.

Despite the monopole tower having a slimline design, the height of the tower means some visual impact to surrounding residences is likely.

Telecommunications facilities are a common and accepted form of development and any visual impact will likely be offset by the wider community benefit provided by the proposed facility (mobile phone reception).

Furthermore, the developer will be required to paint the monopole tower a "pale eucalypt" colour to help soften its appearance.

Once operational, the development will operate unmanned on a daily basis and will not produce any solid or liquid wastes, odours, dust, smoke or significant noise (air conditioner noise only).

It is considered the proposed development will achieve compliance with PO1.

### **Energy and infrastructure activities code**

#### **PO3**

Telecommunication facilities are integrated with the built and natural environment to ensure they are not visually dominant or obtrusive.

#### **AO3.1**

Telecommunication facilities are located:

- (a) underground; or
- (b) aboveground where:
  - (i) with other telecommunications facilities;
  - (ii) in or on an existing building or structure; and
  - (iii) in areas where the predominant land uses are telecommunication facilities, industrial or commercial uses.

#### **Comment**

The proposed telecommunications facility will be a new facility and is located aboveground is therefore non-compliant with AO3.1.

The height and location of the proposed development is considered necessary in order to achieve the desired coverage objectives for the intended service area.

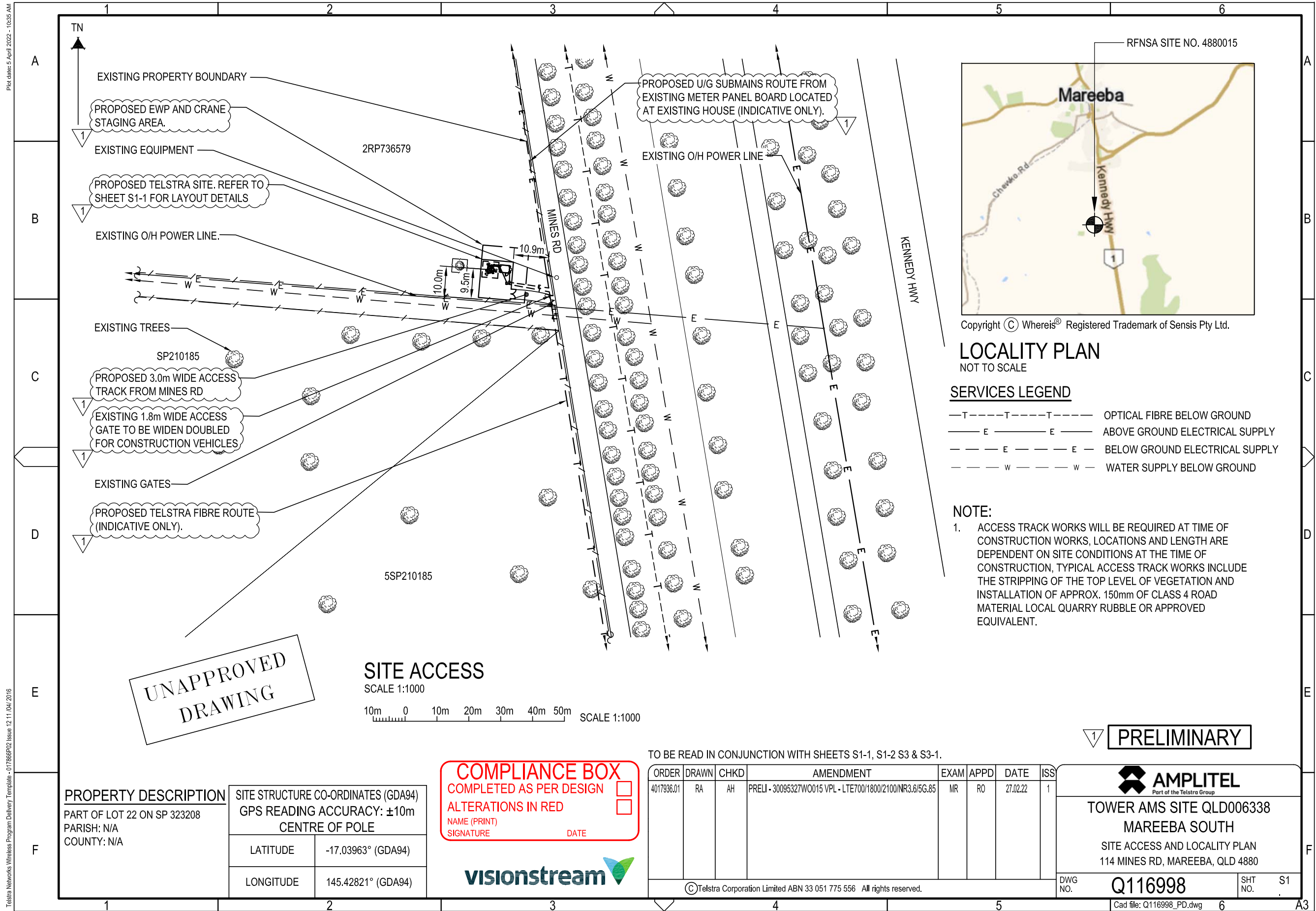
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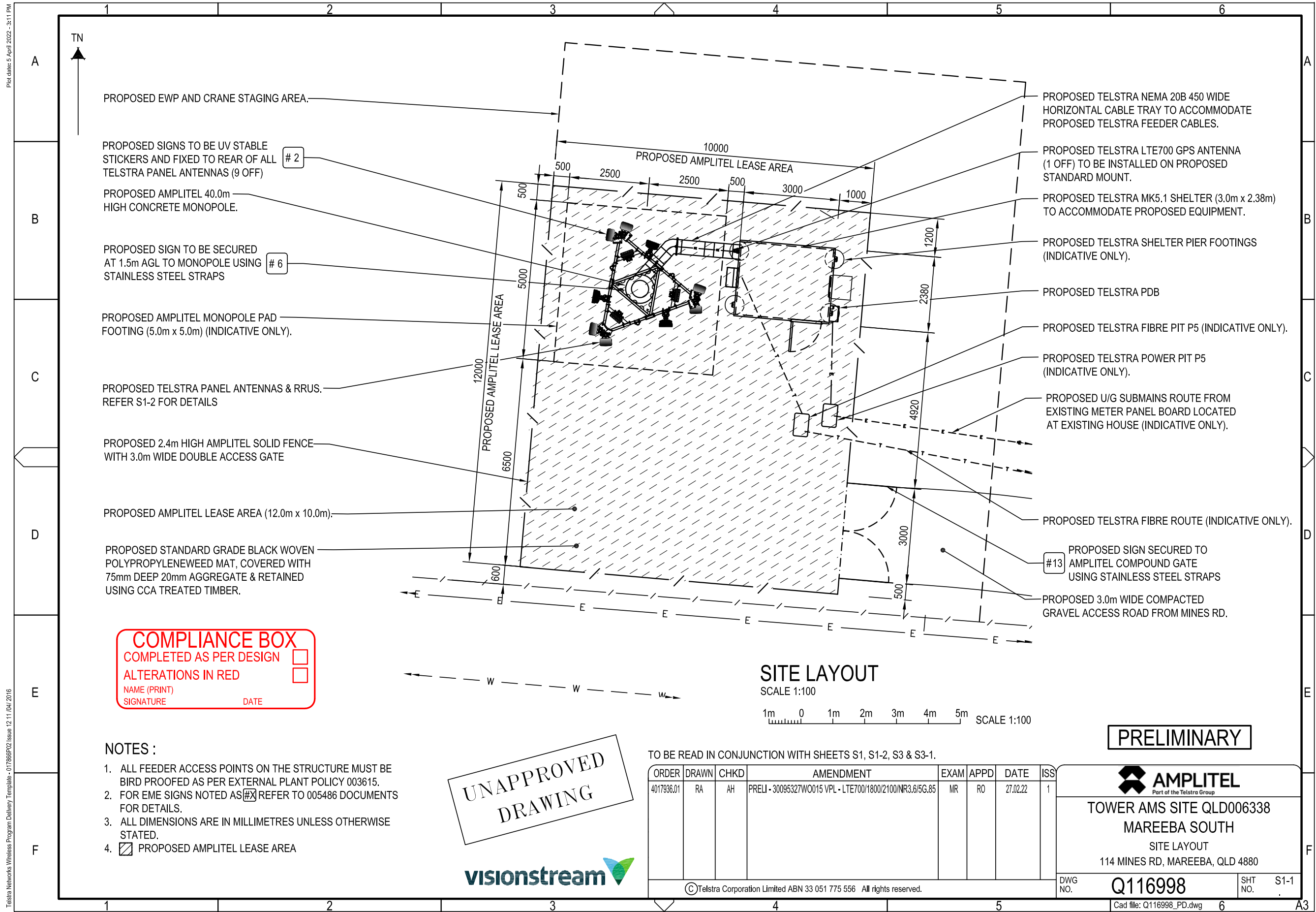
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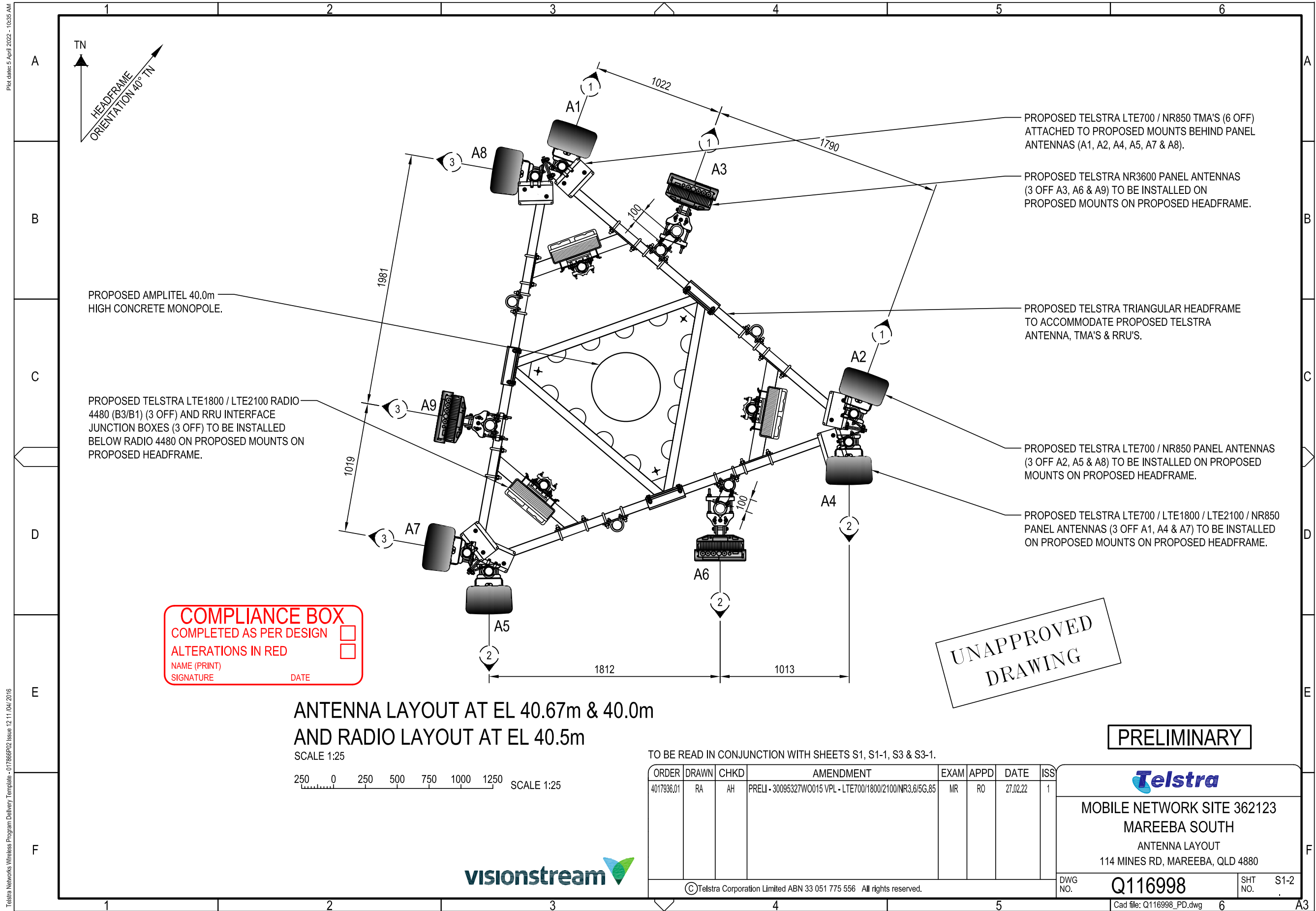
Furthermore, the developer will be required to paint the monopole tower a "pale eucalypt" colour to help soften its appearance.

Once operational, the development will operate unmanned on a daily basis and will not produce any solid or liquid wastes, odours, dust, smoke or significant noise (air conditioner noise only).

The proposed development is not considered to be in conflict with PO3.

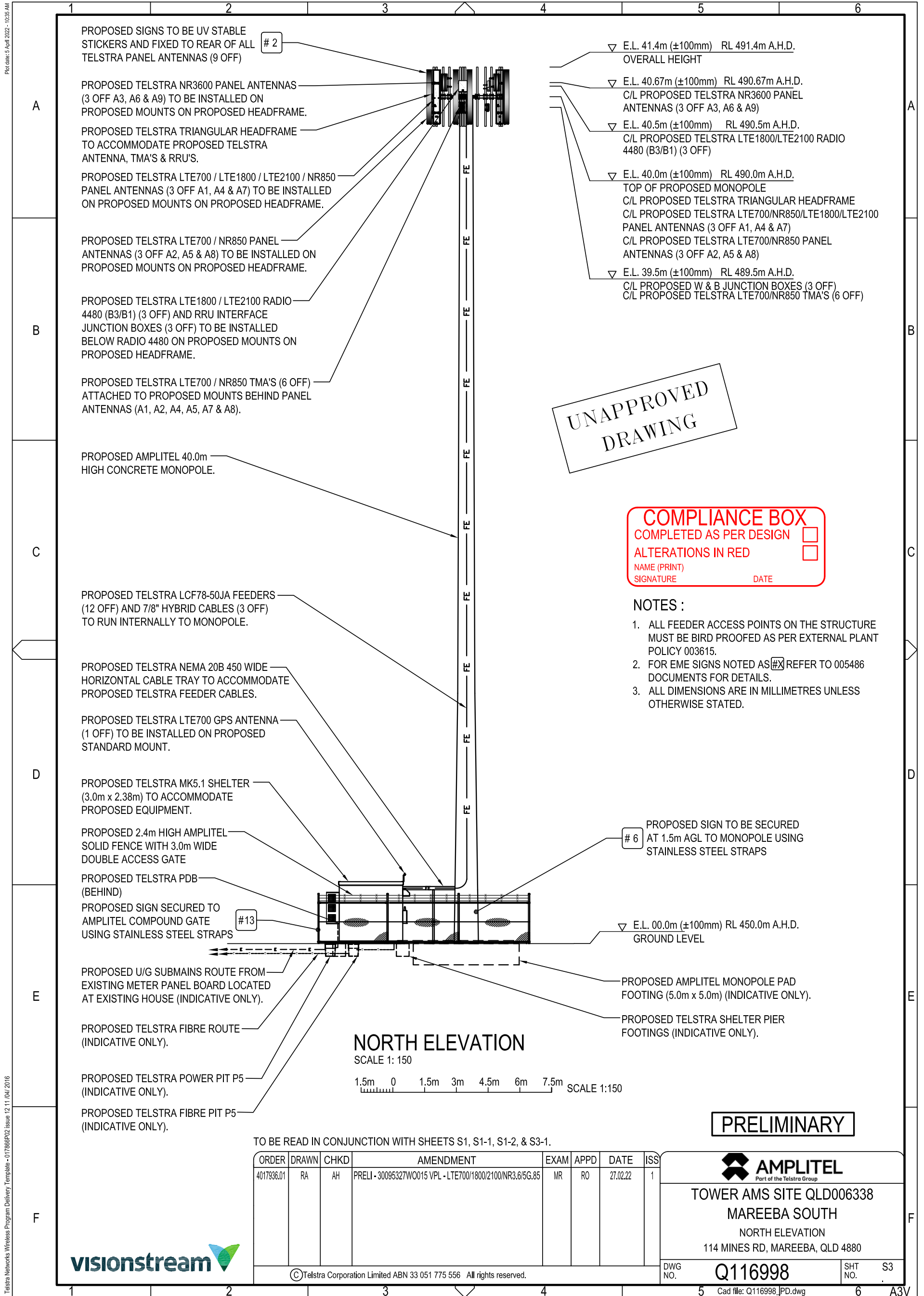






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Plot date: 5 April 2022 - 10:38 AM

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<p>© Telstra Corporation Limited ABN 33 051 775 556 All rights reserved.</p>																																																																							
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DENNIS RICHARDSON

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15/05/2022

Mareeba Shire Council

PO Box 154

Mareeba

Qld 4880

Subject:- Telstra Tower at Mines Rd

Dear Sir,

Yes, we object to the construction of a Telstra Tower at 114 Mines Rd, for the following reasons.

1. Health. Given there has been objections to other towers for reasons of health, and there are studies being undertaken that are not yet resulted, we would be happier if this tower was constructed at a greater distance from residential properties. Can MSC and Telstra give us total assurance that there is no health issues due to our close proximity..(20 meters to our boundary, 250 meters to our dwelling).
2. Value of our property. We feel that if a tower is constructed so close to our property, our resale value would be very much reduced. We also think it likely that prospective buyers for our style of property would look elsewhere without a tower.



3. We see the only benefit from the tower being constructed at the proposed location, is to the owners of 114 Mines Rd, and every other property owner in close proximity will suffer the cost by way of reduced value.
4. The current mobile phone reception in this area is rubbish, but it's not worth risking our health and property value to improve it.

---

Yours Sincerely,



Dennis Richardson

Lawrence and Genet Della-Bosca  
 PO Box 691  
 Mareeba QLD 4880



11<sup>th</sup> May 2022

PO Box 154  
 Mareeba QLD 4880

Attention: Development Application Officer

Dear Sir/Madam

Reference: URGENT RESPONSE to:

Proposed development – Telecommunications Facility  
 Lot 22 on SP323208 114 Mines Road Mareeba QLD 4880  
 Application reference MCU/22/0007

In response to the communication dated 3<sup>rd</sup> May 2022, received 9<sup>th</sup> May 2022. Please note the following.

As of the 18<sup>th</sup> March 2022 more, than 230 scientists and doctors from more than 40 countries have signed an appeal recommending a moratorium on the roll-out for the fifth generation 5G for telecommunication. The Doctors/Scientists reveal that 5G will substantially increase exposure to radiofrequency electromagnetic fields (RF-EMF) on top of the 2G, 3G, 4G, Wi-Fi, etc. for telecommunications already in place. Adding that, RF-EMF has been proven to be harmful for humans and the environment. Additionally, the World Health Organisation WHO classified communications technology in the category 2B of cancer-causing substance.

The scientists have expressed their “serious concerns” regarding the ubiquitous and increasing exposure to EMF generated by electric and wireless devices already present before the additional 5G roll-out. They refer to the fact that “numerous recent scientific publications have shown that; *EMF affects living organisms at levels well below most international and national guidelines*”.

As the owners of a neighbouring property to the proposed development of the 5G tower we have several concerns for our family and ability to live peacefully with the proximity of the proposed tower. Especially considering the scientists have revealed evidence that state effects include increased cancer risk, cellular stress, increase in harmful free radicals, genetic damages, structural and functional changes of the reproductive system, learning and memory deficits, neurological disorders, and negative impacts on general well-being in humans such as headaches, fatigue, nausea, body aches, flu like symptoms just to mention a few. Additionally it is stated that damage goes well beyond just humans, as there is growing evidence of harmful effects to both plants and animals.

Additional reports globally which are easy to find show alarming information relating to the use of 5G. One example reported on, 8<sup>th</sup> March 2017 revealed that 800 dolphins washed up on Atlantic shores dead as a result of submarine/airplane communication. Also, another report October 2018 in the Netherlands two 5G tests were carried out that resulted in 398 birds dropping dead from the sky. This resulted in categorising the 5G test to category 1 cancer causing.

Therefore, with a current appeal supported by over 230 Doctors/Scientists and alarming information easily accessible from credible sources we feel that a delay for the proposed development application be considered to allow for the results of the scientific studies and appeal to be revealed and reviewed.

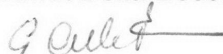
Thank you for your time effort and consideration and we eagerly await your reply in this extremely important matter.

Yours Sincerely

Lawrence Della- Bosca



Genet Della-Bosca



PETITION

We the undersigned residents of Mareeba, do not agree to the construction of a telecommunications facility to be built at Lot 22 on SP323208 114 Mines Road Mareeba:

Name	Address	Signature
S. SWINTON	62 MINES ROAD, MAREEBA	<i>S. Swinton</i>
S. HASSETT	62 MINES ROAD, MAREEBA	<i>S. Hassett</i>
J. ZAPPULLA	22 MINES ROAD, MAREEBA	<i>J. Zappulla</i>
A ZAPPULLA	22 MINES RD	<i>A. Zappulla</i>
A. mehman	Lot 8 shaban cl Mareeba QLD	<i>A. Mehman</i>
K wicks	" "	<i>K. Wicks</i>
Mikhael Bakas	LOT 9 SHABAN CLOSE	<i>M. Bakas</i>
Mitchell Patch	8 Mines Rd	<i>M. Patch</i>
AIKEEN CRISTIANO	14 MINES RD.	<i>A. Cristiano</i>
V. Cristiano	14 MINES RD.	<i>V. Cristiano</i>
K KIDNER	74 MINES RD MBA	<i>K. Kidner</i>
S. MURAT	84 RAY Rd, MBA 4880	<i>S. Murat</i>
N. Murat	32 MINES ROAD	<i>N. Murat</i>

Document Set ID: 4100169  
Version: 1, Version Date: 26/05/2022



31 May 2022 – [Coronavirus \(COVID-19\) health alert](#)

31 May 2022 – [Japanese encephalitis virus \(JEV\) health alert](#)



**Australian Government**  
**Department of Health**

## Safety of 5G technology

Statement from Australia's Chief Medical Officer, Professor Brendan Murphy, about the safety of the new generation 5G mobile phone network

**Date published:**

24 January 2020

**Media type:**

Statement

**Audience:**

General public

I'd like to reassure the community that 5G technology is safe.

There is no evidence telecommunication technologies, such as 5G, cause adverse health impacts.

This position is supported by health authorities in Australia – such as the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) – and around the world, such as the World Health Organization (WHO).

Mobile phone networks and other wireless telecommunications emit low-powered radio waves also known as radiofrequency (RF) electromagnetic energy (EME). This is different to ionising radiation associated with nuclear energy or use in medicine.

The radio waves to which the general public is exposed from telecommunications are not hazardous to human health.

To ensure the public remains protected, ARPANSA established limits for EME through a Standard. This Standard is designed to protect people from exposure to radio waves. Limits are set well below the levels where there is evidence of some biological effects such as tissue heating.

Under the Australian Communications and Media Authority's regulatory framework, all telecommunications, including new 5G technology, have to comply with the exposure limits in the ARPANSA Standard.


In order to further improve understanding about this issue, the Australian Government recently announced an investment of \$9 million over four years to assure the public of the safety of telecommunications networks, including new 5G mobile networks.

New initiatives under the Enhanced EME Program will include more targeted scientific research and public information to address community concerns.

Further information about exposure to the 5G network is available from the [ARPANSA website](#) and the Department of Communications and the Arts website, including:

- [5G and your health](#)
- [Misinformation about Australia's 5G network](#)
- [5 facts on 5G](#)
- [Radiofrequency Electromagnetic Energy Emissions](#)

## Contact



**Australian Government**

**Departmental media enquiries**  
 Contact for members of the media

[📞 02 6289 7400](tel:0262897400)

[✉ news@health.gov.au](mailto:news@health.gov.au)

[View contact](#)

**Tags:**

[Environmental health](#)

[Medical research](#)

**8.4 A CLAYTON - RECONFIGURING A LOT - BOUNDARY REALIGNMENT (4 LOTS INTO 2 LOTS) - LOTS 514, 515, 516 & 517 ON W2631 - 31 JAMES STREET, WATSONVILLE - RAL/22/0003**

**Date Prepared:** 2 June 2022

**Author:** Planning Officer

**Attachments:** 1. Proposal Plans [↓](#)

**APPLICATION DETAILS**

APPLICATION		PREMISES	
<b>APPLICANT</b>	A Clayton	<b>ADDRESS</b>	31 James Street, Watsonville
<b>DATE LODGED</b>	12 April 2022	<b>RPD</b>	Lots 514, 515, 516 & 517 on W2631
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Reconfiguring a Lot - Boundary Realignment (4 lots into 2 lots)		
<b>FILE NO</b>	RAL/22/0003	<b>AREA</b>	Lot 514 - 1,012m <sup>2</sup> Lot 515 - 1,012m <sup>2</sup> Lot 516 - 1,012m <sup>2</sup> Lot 517 - 1,012m <sup>2</sup>
<b>LODGED BY</b>	RPS Australia East Pty Ltd	<b>OWNER</b>	A Clayton
<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 an impact assessable development application described in the above application details. No submissions were received during the mandatory public notification period. The application was made impact assessable by *Temporary Local Planning Instrument No. 01 of 2021 (Subdivision in Rural Zone)* (the "TLPI") because the subject land is within the Rural Zone.

The subject land comprises four (4) adjoining allotments in the Watsonville Township that are all 1,012m<sup>2</sup> in area. It is proposed to amalgamate the four (4) lots into two (2) lots (of 1,541m<sup>2</sup> and 2,506m<sup>2</sup> in area). The Watsonville Township is made up of a large cluster of these residential sized lots that have been strategically included within the Rural zone in order to limit their future development potential. These lots are not used for agriculture, nor have any agricultural potential. The TLPI was imposed to protect agricultural land from further fragmentation and encroachment by urban development and is not considered relevant in this situation. In this instance, the proposed development, which will result in a reduction in the number of developable lots in the Watsonville Township is considered to comply with the relevant provisions of the Planning Scheme's Strategic Framework which seek to limit future development in these outlying historic rural townships.

The application and supporting material has been assessed against the Mareeba Shire Council Planning Scheme 2016 and although some conflicts exist with provisions contained within the Rural zone code and Reconfiguring a lot code due to the application proposing lots less than 60 hectares in size within the Rural zone, the development will satisfy the Planning Scheme's higher order Strategic Framework which is sufficient justification to approve the application despite these conflicts.

It is recommended that the application be approved in full, subject to conditions.

**OFFICER’S RECOMMENDATION**

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

APPLICATION		PREMISES	
<b>APPLICANT</b>	A Clayton	<b>ADDRESS</b>	31 James Street, Watsonville
<b>DATE LODGED</b>	12 April 2022	<b>RPD</b>	Lots 514, 515, 516 & 517 on W2631
<b>TYPE OF APPROVAL</b>	Development Permit		
<b>PROPOSED DEVELOPMENT</b>	Reconfiguring a Lot - Boundary Realignment (4 lots into 2 lots)		

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

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

And

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

(B) APPROVED DEVELOPMENT: Development Permit for Reconfiguring a Lot - Boundary Realignment (4 lots into 2 lots)

(C) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
PR151698-1	Reconfiguration of a Lot Plan of Lots 1 & 2 and Emt A in Lot 1 cancelling Lots 514-517 on W2631	RPS	18/03/2022

(D) ASSESSMENT MANAGER’S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme



1. Development must be carried out generally in accordance with the approved plans and the facts and circumstances of the use as submitted with the application, and subject to any alterations:
  - found necessary by the Council's delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering requirements; and
  - to ensure compliance with the following conditions of approval.
2. Timing of Effect
  - 2.1 The conditions of the development permit must be complied with to the satisfaction of Council's delegated officer prior to the endorsement of the plan of survey, except where specified otherwise in these conditions of approval.
3. General
  - 3.1 The applicant/developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by condition(s) of this approval.
  - 3.2 All payments or bonds required to be made to the Council pursuant to any condition of this approval must be made prior to the endorsement of the plan of survey and at the rate applicable at the time of payment.
  - 3.3 The developer must relocate (in accordance with FNQROC standards) any services such as water, sewer, drainage, telecommunications and electricity that are not wholly located within the lots that are being created/serviced where required by the relevant authority, unless approved by Council's delegated officer.
  - 3.4 Where utilities (such as sewers on non-standard alignments) traverse lots to service another lot, easements must be created in favour of Council for access and maintenance purposes. The developer is to pay all costs (including Council's legal expenses) to prepare and register the easement documents.
  - 3.5 Where approved existing buildings and structures are to be retained, setbacks to new property boundaries are to be in accordance with Planning Scheme requirements for the relevant structure and/or Queensland Development Code. A plan demonstrating compliance must be submitted prior to endorsement of the plan of survey
  - 3.6 Charges

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

(E) ASSESSMENT MANAGER'S ADVICE

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

## (b) Endorsement Fees

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

## (c) Compliance with applicable codes/policies

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

## (d) Notation on Rates Record

A notation will be placed on Council's Rate record with respect to each lot regarding the following conditions:

- a registered easement over the subject site (Lot 1 only)

## (e) 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)

## (f) 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)

## (F) RELEVANT PERIOD

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

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

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

- Nil

## (H) OTHER APPROVALS REQUIRED FROM COUNCIL

- Nil

**THE SITE**

The subject land consists of four (4) adjoining allotments situated on the corner of James Street and Emily Street, Watsonville and are more particularly described as Lots 514 - 517 on W2631. All 4 allotments are standard residential shaped allotments with identical areas of 1,012m<sup>2</sup> and are all zoned Rural under the Mareeba Shire Council Planning Scheme 2016.

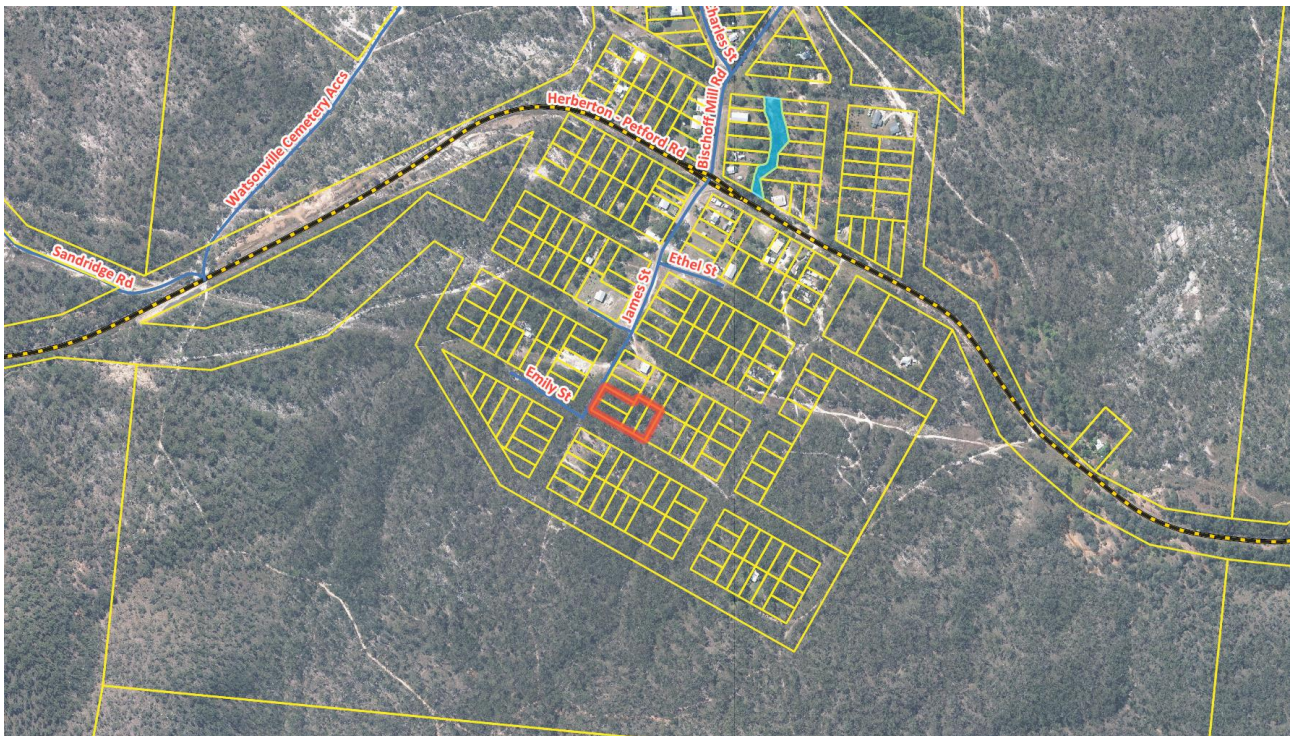
Lots 514 and 515 include frontages to the Emily Street road reserve, however this section of the road reserve contains no constructed road which is not uncommon in Watsonville. Lots 516 and 517 contain frontages to James Street which is constructed to a gravel standard.

All four (4) lots are covered in mature vegetation with some small clearings present. Lot 514 is improved by a shed while the other 3 lots are unimproved. Watsonville is not serviced by any urban services except for the electricity supply network. All surrounding lots are zoned rural and most remain vacant with some containing dwellings or sheds.



**Map Disclaimer:**

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



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**BACKGROUND AND CONTEXT**

Nil

**PREVIOUS APPLICATIONS & APPROVALS**

Nil

**DESCRIPTION OF PROPOSED DEVELOPMENT**

The development application seeks a Development Permit for Reconfiguring a Lot - Boundary Realignment (4 lots into 2 lots) in accordance with the plans shown below and included as **Attachment 1:**



The proposed boundary realignment will amalgamate the 4 x 1,012m<sup>2</sup> lots into 2 larger lots with areas of 1,541m<sup>2</sup> and 2,506m<sup>2</sup>. An electricity supply easement is also proposed on Lot 1 to service Lot 2.

**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:

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

**PLANNING SCHEME DESIGNATIONS**

Strategic Framework:	<b>Land Use Categories</b> • Rural Area (Rural other)
Zone:	Rural zone
Overlays:	Bushfire hazard overlay Environmental significance overlay

**RELEVANT PLANNING INSTRUMENTS**

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

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

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

**(B) State Planning Policy**

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

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

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

Comment

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

The subject land comprises four (4) adjoining allotments in the Watsonville Township that are all 1,012m<sup>2</sup> in area. It is proposed to amalgamate the four (4) lots into two (2) lots (of 1,541m<sup>2</sup> and 2,506m<sup>2</sup> in area). The Watsonville Township includes a large number of these residential sized lots that are considered cadastral anomalies and that have been strategically included within the Rural zone to limit their future development potential (see 3.3.11.1(8) below). These lots have no viable agricultural potential and are used as lifestyle allotments only.

The proposed boundary realignment will result in a decrease in the overall number of these small residential sized lots in existence within the Rural zone. The proposed development will not further fragment agricultural land or compromise agricultural activity and is therefore considered to comply with Strategic outcome 5.

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

Comment

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

The subject land comprises 4 adjoining allotments in the Watsonville Township that are all 1,012m<sup>2</sup> in area. It is proposed to amalgamate the 4 lots into 2 lots (of 1,541m<sup>2</sup> and 2,506m<sup>2</sup> in area). The Watsonville Township includes a large number of these residential sized lots that are considered cadastral anomalies and that have been strategically included within the Rural zone to limit their

future development potential (see 3.3.11.1(8) below). These lots have no viable agricultural potential and are used as lifestyle allotments only.

The proposed boundary realignment will result in a decrease in the overall number of these small residential sized lots in existence within the Rural zone. The proposed development will not further fragment agricultural land or compromise agricultural activity and is therefore considered to comply with Strategic outcome 6.

### *3.3.11 Element - Rural areas*

#### *3.3.11.1 Specific outcomes*

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

#### Comment

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

The subject land comprises four (4) adjoining allotments in the Watsonville Township that are all 1,012m<sup>2</sup> in area. It is proposed to amalgamate the four (4) lots into two (2) lots (of 1,541m<sup>2</sup> and 2,506m<sup>2</sup> in area). The Watsonville Township includes a large number of these residential sized lots that are considered cadastral anomalies and that have been strategically included within the Rural zone to limit their future development potential (see 3.3.11.1(8) below). These lots have no viable agricultural potential and are used as lifestyle allotments only.

The proposed boundary realignment will result in a decrease in the overall number of these small residential sized lots in existence within the Rural zone. The proposed development will not further fragment or alienate agricultural land or compromise agricultural activity and is therefore considered to comply with Specific Outcome 2.

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

#### Comment

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

The subject land comprises four (4) adjoining allotments in the Watsonville Township that are all 1,012m<sup>2</sup> in area. It is proposed to amalgamate the four (4) lots into two (2) lots (of 1,541m<sup>2</sup> and 2,506m<sup>2</sup> in area). The Watsonville Township includes a large number of these residential sized lots that are considered cadastral anomalies and that have been strategically included within the Rural zone to limit their future development potential (see 3.3.11.1(8) below). These lots have no viable agricultural potential and are used as lifestyle allotments only.

The proposed boundary realignment will result in a decrease in the overall number of these small residential sized lots in existence within the Rural zone. The proposed development will not further fragment or alienate agricultural land or compromise agricultural activity and is therefore considered to comply with Specific Outcome 3.

(8) **Historical townships located in rural areas are generally cadastral anomalies.** *Historical townships are generally below current infrastructure standards in respect to roads, stormwater drainage, water and sewerage infrastructure and **are not intended to be developed or further subdivided.** Historical townships are not always named, and include:*

- (a) *Almaden*
- (b) *Calcifer*
- (c) *Kingsborough*
- (d) *Koorboora*
- (e) *Montalbion*
- (f) *Mt Mulligan*
- (g) *Northcote*
- (h) *Petford*
- (i) *Stannary Hills*
- (j) *Thornborough*
- (k) **Watsonville**

#### Comment

The proposed boundary realignment will amalgamate four (4) lots to create two (2) lots, thus decreasing the number of developable lots within the Watsonville Township. The proposed development directly supports the strategic intent of Specific Outcome 8 as it will only decrease the number of potential dwellings that could be established in the Township.

The development complies with Specific Outcome 8.

### *3.6 Transport and infrastructure*

#### *3.6.1 Strategic outcomes*

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

#### Comment

The proposed development is for a "boundary realignment" only, so does not constitute a "subdivision" by definition. No additional title will be created, in fact, two (2) titles will be extinguished, and no change to the service arrangement of each lot will occur as a result of the development.



The proposed development does not compromise Strategic Outcome 6.

**Relevant Developments Codes**

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
- 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 relevant 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.
Landscaping code	Despite being triggered for assessment by the Planning Schemes Tables of Assessment, this code is not considered applicable for rural boundary realignments.
Parking and access code	Despite being triggered for assessment by the Planning Schemes Tables of Assessment, this code is not considered applicable for rural boundary realignments.
Reconfiguring a lot code	<p>The application conflicts with the following performance outcomes:</p> <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 relevant 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**

The following planning scheme policies are relevant to the application:

Planning Scheme Policy 4 - FNQROC Regional Development Manual

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

**REFERRAL AGENCY**

This application did not trigger referral to a Referral Agency.

**Internal Consultation**

Nil

**PUBLIC NOTIFICATION**

The development proposal was placed on public notification from 28 April 2022 to 23 May 2022. The applicant submitted the notice of compliance on 24 May 2022 advising that the public notification requirements were carried out in accordance with the requirements of the Act.

No submissions were received.

**PLANNING DISCUSSION**

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

6.2.9 Rural zone code

*6.2.9.2 Purpose*

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

Comment

The subject land comprises four (4) adjoining allotments in the Watsonville Township that are all 1,012m<sup>2</sup> in area. It is proposed to amalgamate the four (4) lots into two (2) lots (of 1,541m<sup>2</sup> and 2,506m<sup>2</sup> in area). The Watsonville Township includes a large number of these residential sized lots that are considered cadastral anomalies and that have been strategically included within the Rural zone to limit their future development potential (see 3.3.11.1(8) above). These lots have no viable agricultural potential and are used as lifestyle allotments only.

The development does not conflict with Purpose Statement (3)(a).

9.4.4 Reconfiguring a lot code**Area and frontage of lots - Rural zone****PO1.1**

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

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

**AO1.1**

*No acceptable outcome is provided.*

Comment

Proposed Lots 1 and 2 with areas of 1,541m<sup>2</sup> and 2,506m<sup>2</sup> respectively are below the desired minimum lot size of 60 hectares and are therefore non-compliant with PO1.1.

The subject land comprises four (4) adjoining allotments in the Watsonville Township that are all 1,012m<sup>2</sup> in area. It is proposed to amalgamate the four (4) lots into two (2) lots (of 1,541m<sup>2</sup> and 2,506m<sup>2</sup> in area). The Watsonville Township is made up of a large cluster of these residential sized lots that have been strategically included within the Rural zone to deliberately limit their future development potential. These lots are not used for agriculture, nor have any agricultural potential. The TLPI was imposed to protect agricultural land from further fragmentation and encroachment by urban development and is therefore not considered relevant in this situation. In this instance, the proposed development, which will only serve to reduce the number of developable lots in the Watsonville Township is considered to comply with the relevant Specific Outcomes of the Planning Scheme's Strategic Framework seeking to limit future development in these outlying historic rural townships.

Despite not complying with PO1.1, higher order provisions contained within the Planning Scheme's Strategic Framework have been satisfied which forms sufficient justification to approve the application.

**PO1.2**

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

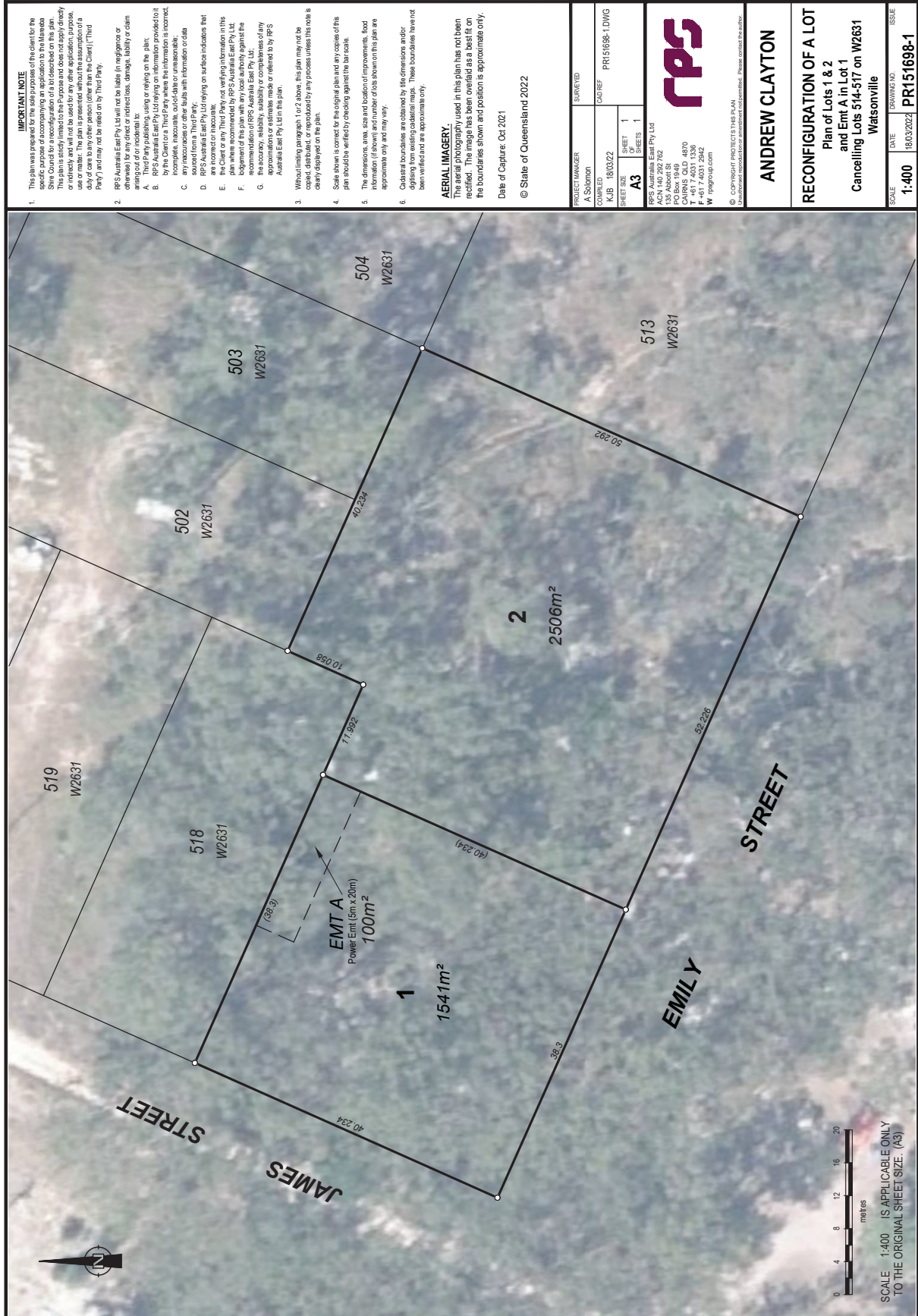
*Note: This also applies to applications for boundary realignment.*

**AO1.2**

*No acceptable outcome is provided.*

Comment

See above comment for PO1.1. The frontage proposed for each lot is appropriate.



**8.5 REVIEW OF COUNCIL SUB-LEASE TENURE INTEREST - LOT 44 SP136291 AND ASSOCIATED LICENCE FOR ACCESS OVER LOT 43 SP136291 AND PART OF LOT 44 SP136291 - DIMBULAH RAILWAY MUSEUM**

**Date Prepared:** 1 June 2022  
**Author:** Senior Compliance Officer  
**Attachments:** Nil

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**EXECUTIVE SUMMARY**

This report seeks approval to rescind Council Resolution 2022/21 of 16 February 2022 relevant to the renewal of sub-lease and licence with Queensland Rail Limited for sublease AA on SP256621 in Lot 44 SP136291 and Lot 43 SP136291 and access over part of Lot 44 SP136291.

**RECOMMENDATION**

That Council:

1. Rescinds Resolution 2022/21 of 16 February 2022; and
2. Approves an annual cash donation of up to \$1,700.00 to the Dimbulah & District Museum Association Incorporated in accordance with Council's *Community Partnerships Program Policy* to assist with the annual lease/licence rental, should the Dimbulah & District Museum Association Incorporated enter into a tenure arrangement directly with Queensland Rail Limited.

**BACKGROUND**

On 16 February 2022, Council resolved (Resolution 2022/21) to approve for a further 10-year term, the renewal of sub-lease AA on SP256621, No 715337549, Title Reference 48004116 over 44 SP136291 Dimbulah to include associated Licence over the whole of Lot 43 SP136291 and access over part of Lot 44 SP136291 as held with Queensland Rail Limited and delegated the Chief Executive Officer to coordinate a new agreement with the Dimbulah & District Museum Association Inc. (DDMA) for the ongoing operation of the old railway station building improvements upon Lot 44 SP136291.

Due for expiry on 30 June 2022, Council holds the current lease interest directly with Queensland Rail. The old railway station building is currently occupied by the DDMA under a further tenure agreement arrangement with Council. Recent review of this arrangement indicates inconsistency with other similar arrangements involving railway museum associations and state owned facilities used by community groups across the jurisdiction.

It is proposed that Council remove itself from the tripartite arrangement, leaving the DDMA to negotiate and facilitate a Lease directly with Queensland Rail, to provide for a fair, consistent and equitable approach to provision of assistance to community groups and will additionally provide opportunity for DDMA to secure exclusive-use tenure of the Dimbulah Railway Museum building.

To ensure appropriate partnership based assistance is provided to DDMA in continuing their valued work in the community, it is recommended that Council provides a cash donation contribution under the *Community Partnerships Program Policy* to assist with payment of annual lease rental and other assistance if required, such as community grants assistance.

**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.

**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**

Queensland Rail to be notified to determine lease.

Engagement with DDMA

**8.6 MANAGEMENT AGREEMENT - DIMBULAH TENNIS COURTS AND FACILITY IN LOT 213 HG550**

**Date Prepared:** 1 June 2022

**Author:** Legal Officer

**Attachments:** 1. [Image of proposed area subject to Management Agreement](#) 

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**EXECUTIVE SUMMARY**

This report seeks Council approval for issue of a Management Agreement for exclusive use of the tennis courts and associated building improvements located at the south-eastern corner of Lot 213 HG550.

**RECOMMENDATION**

That Council approves the issue of a Management Agreement to the Dimbulah Tennis Club Incorporated for exclusive use of the tennis courts and associated building improvements located at the south-eastern corner of Lot 213 HG550.

**BACKGROUND**

On 15 March 2022, Council received correspondence from the Dimbulah Tennis Club Incorporated (“the Club”) expressing interest in formalising a tenure arrangement over the facility located on the south-eastern portion of Reserve land – Lot 213 HG550, specifically the tennis courts and building improvement located immediately to the south, as marked in red within the attached image.

The Club intends to use the facility to conduct tennis activities, including social tennis and competition tennis for both adults and juniors.

Council has engaged with the Club, and the Club have indicated their agreement with a proposal for use of a Management Agreement tenure instrument for an appropriate term.

Use of a Management Agreement instrument aligns with Council's current policy position concerning community leasing of council land and facilities and will ensure that ongoing operation and utilisation of a Council facility is equitably leveraged by the Club for the benefit of the local Dimbulah sporting community. The respective roles and responsibilities of the Club and Council will be in accordance with the Community Leasing Policy. The preliminary assessment of the Club's eligibility for rate rebates and remissions is that the Club is a Type A community group and therefore eligible for 100% rate rebates and remissions.

**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.

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

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

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

**IMPLEMENTATION/COMMUNICATION**

The Club will be engaged to communicate the terms and conditions of the Management Agreement, including the Club's roles and responsibilities.

**KEY COMMUNICATION MESSAGES – INTERNAL USE ONLY**







**8.7 MAREEBA COMMUNITY TASKFORCE ACTION PLAN 2021-23**

**Date Prepared:** 27 May 2022

**Author:** Manager Customer and Community Services

**Attachments:**

1. [Mareeba Community Taskforce Action Plan 2021-23](#) ↓
2. [Mareeba Community Taskforce Action Plan Snapshot](#) ↓

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**EXECUTIVE SUMMARY**

The Mareeba Community Taskforce Action Plan 2021 - 2023 is presented for Council's consideration and endorsement. The plan is the result of a partnership between the Mareeba Chamber of Commerce and Mareeba Shire Council and was developed with community input.

**RECOMMENDATION**

That Council endorses the Mareeba Community Taskforce Action Plan 2021 - 2023.

**BACKGROUND**

The Mareeba Community Taskforce was initiated by Council and the Chamber in late 2021 to unite the community to tackle the big issues that can sometimes seem insurmountable, but through partnership and collaboration, good outcomes can be achieved. The aim is to continue to develop and promote Mareeba's prosperity and wellbeing.

The inaugural meeting of the Mareeba Community Taskforce was held on 6 September 2021 to bring together representatives across business, industry, community, and government sectors to tackle the big issues of:

- Growing Mareeba's economy
- Overcoming disadvantage, including youth justice and vulnerable families
- Creating healthy active communities

Hosted by the Mareeba Chamber of Commerce and Mareeba Shire Council, the forum was attended by 60 participants. It was outcomes-focused and identified local actions and advocacy actions to promote Mareeba's economic growth and community wellbeing. Participants voted on the top high-level priorities they believe would make a real difference to the community over the next 12 months. The priority actions identified by the voting exercise were:

1. Improving health services
2. Improving transport connectivity
3. Attracting and retaining a skilled workforce
4. More affordable housing
5. Improving community safety and youth support

All of the input provided at the forum was valuable and has been written up and is available in its raw form to interested parties. The Action Plan is a public document, and a user-friendly Action Plan Snapshot has been prepared for promotional purposes. The Taskforce will host another forum in late 2022 to review the priority actions and outcomes achieved.

Mayor Toppin and Joe Moro, Mareeba Chamber of Commerce, will present the Mareeba Community Taskforce Action Plan 2021-23 to the Queensland Government's Regional Manager Coordination Network in June.

#### **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.

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

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

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

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

#### **IMPLEMENTATION/COMMUNICATION**

The Mareeba Community Taskforce Action Plan 2021-23 will be available on the Council website and will be emailed to forum participants.



# MAREEBA COMMUNITY TASKFORCE ACTION PLAN 2021-23



Stay LOCAL



Shop LOCAL



Support LOCAL

#LOVEMAREEBASHIRE

**MAREEBA COMMUNITY TASKFORCE ACTION PLAN 2021 - 2023**

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**MAREEBA COMMUNITY TASKFORCE ACTION PLAN 2021 - 2023**

**1. INTRODUCTION - THE COMMUNITY TASKFORCE**

**PURPOSE**

The Mareeba Community Taskforce is a joint initiative of the Mareeba Chamber of Commerce and Mareeba Shire Council to continue to promote Mareeba's prosperity and wellbeing.

It is a means of achieving coordinated positive community actions and outcomes by:

- Bringing business, government, and community representatives together to identify gaps, priorities, solutions, and opportunities.
- Supporting and coordinating local actions to improve economic growth and community wellbeing.
- Coordinating actions for advocacy at all levels of government and industry.

The Taskforce is an effort to unite the community to tackle the big community issues that can seem insurmountable, but through partnership and collaboration we can try to make a difference.

Some of the big issues to be tackled over 3 years are:

- Growing the economy
- Overcoming disadvantage
- Creating healthy, active communities

**PRINCIPLES**

The Taskforce is:

- Collaborative
- Inclusive
- Action and outcomes-focused
- Responsive to opportunities and issues

**TERM**

The Terms of Reference are effective from 6 September 2021 and will be ongoing until terminated by agreement by the membership.

**MEMBERSHIP**

Membership is optional with groups to opt in or out, depending on the issue/opportunity. Members are drawn from:

- |                            |                          |  |
|----------------------------|--------------------------|--|
| ▪ Government agencies      | ▪ Indigenous services    | ▪ Volunteer community groups and individuals |
| ▪ Businesses               | ▪ Traditional Owners     | ▪ Service clubs                              |
| ▪ Industry bodies          | ▪ Education and training | ▪ Sporting groups                            |
| ▪ Community service sector | ▪ Employment agencies    | ▪ Arts and cultural groups                   |
| ▪ Police and justice       | ▪ Health services        | ▪ Environmental groups                       |

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**MAREEBA COMMUNITY TASKFORCE ACTION PLAN 2021 - 2023**

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**ROLES & RESPONSIBILITIES**

Mareeba Shire Council and Mareeba Chamber of Commerce resource the annual meeting including providing the venue, catering and secretariat support. Jointly they coordinate the implementation of actions.

Members:

- act in accordance with collectively agreed approaches
- provide advice in their areas of knowledge and expertise
- contribute feedback and ideas that support responding to identified opportunities/issues

**MEETINGS**

The Taskforce meets annually but can be activated throughout the year as required. The Taskforce can be convened as a whole, or activated in Working Groups in response to a particular issue or opportunity.

**REVIEW**

The Terms of Reference will be reviewed annually.

**2. COMMUNITY ENGAGEMENT****INAUGURAL TASKFORCE MEETING**

The inaugural meeting of the Mareeba Taskforce was held 6<sup>th</sup> September 2021 to bring together representatives across business, industry, community and government sectors to tackle the big issues:

- Growing Mareeba's economy
- Overcoming disadvantage, including youth justice and vulnerable families
- Creating healthy active communities

Hosted by the Mareeba Chamber of Commerce and Mareeba Shire Council, the meeting was attended by 60 representatives from industry and business, government and community-based services, volunteer sporting, arts and cultural groups and clubs, service clubs and involved residents.

The forum opened with a presentation by Cr Angela Toppin, Mayor of Mareeba Shire Council on the state of Mareeba's economy and wellbeing, followed by the Mareeba Police, Department of Children, Youth Justice and Multicultural Affairs, Mulungu and Ngoonbi Indigenous organisations providing updates on youth justice initiatives.

The outcome-focussed forum provided the opportunity to identify the local actions and advocacy actions to promote Mareeba's economic growth and community wellbeing.

Following the facilitated discussion, participants voted on the top high-level priorities they believe would make a real difference to the community over the next 12 months.



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**MAREEBA COMMUNITY TASKFORCE ACTION PLAN 2021 - 2023**

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**PRIORITIES FOR ACTION**

The priority actions identified by the voting exercise were:

1. Improving health services
2. Improving transport connectivity
3. Attracting and retaining a skilled workforce
4. More affordable housing
5. Community safety and youth support

**NEXT STEPS**

- All of the input provided at the forum was valuable and has been written up and is available in its raw form to interested parties.
- The Taskforce will prepare an Action Plan focussing on the five top level priority actions and attract state and federal government buy-in, where required. The Mareeba Task Force Action Plan is outlined on the following pages.
- A Mareeba Taskforce Community Forum will be held in late 2022 to reievw the priority actions and outcomes achieved. A Progress Report will be prepared to share with the wider community.

MAREEBA COMMUNITY TASKFORCE ACTION PLAN 2021 - 2023

**3. MAREEBA COMMUNITY TASKFORCE ACTION PLAN**

**1. PRIORITY OUTCOME: IMPROVED HEALTH SERVICES**

*Health services are improved to meet the needs of a growing rural population in the Mareeba district with high risk of chronic disease, ageing faster than Australia and experiencing high socio-economic disadvantage*

<b>Priority Actions</b>	<b>Organisation</b>	<b>Timing</b>
Develop advocacy material to lobby for improved primary health care services	Mareeba Shire Council	Completed
Lobby for improved primary health care services: <ul style="list-style-type: none"> <li>• Expand current health services and facilities and visiting medical specialists, dental, counselling and allied health professionals to service the region and Cape York</li> <li>• Bring the health services to the people with expanded outreach and visiting services</li> <li>• Review funding models for rural and remote GP and specialist medical services</li> <li>• Delivery of culturally competent health services</li> <li>• Expand mental health care and alcohol and other drugs services</li> <li>• Improved technology, support and training for telehealth service delivery</li> </ul>	Mareeba Shire Council Mareeba Chamber of Commerce	Continuing
Attract and retain medical officers for GP and hospital positions and nursing and allied health professionals: <ul style="list-style-type: none"> <li>• Mareeba Health Professional Workforce Alliance established</li> </ul>	Mareeba Chamber of Commerce & Primary Health Network	Commenced
Provide input to new strategies by Queensland and Federal Governments to attract and retain skilled rural GPs.	Mareeba Shire Council	Commenced
Explore new models and partnerships for improved health services: <ul style="list-style-type: none"> <li>• Establish the Mareeba &amp; Community Family Health Centre Company</li> <li>• Implement the Mareeba &amp; Community Family Health Centre Business Plan</li> <li>• Transition the Mareeba Medical Clinic to community management</li> </ul>	Mareeba & Community Family Health Care	Completed Continuing Completed

MAREEBA COMMUNITY TASKFORCE ACTION PLAN 2021 - 2023

**2. PRIORITY OUTCOME: IMPROVED TRANSPORT CONNECTIVITY**

*Transport connectivity is improved to facilitate the resilience of key routes between Mareeba and the Gulf of Carpentaria, Cape York, the Atherton Tablelands and Southern Australia, while also focusing on active recreation and commuting options for residents and visitors.*

<b>Priority Actions</b>	<b>Organisation</b>	<b>Timing</b>
Develop advocacy material to lobby for improved transport connectivity	Mareeba Shire Council	Completed
Advocate for road improvements for Cairns to Mareeba access: Kuranda range improvements and / or alternative route; Inclusion of the Kennedy Highway Cairns to Mareeba, including Kuranda Range Road, in the National Highway	Mareeba Shire Council Mareeba Chamber of Commerce	Continuing
Advocate for untethered funding to Council for progressive sealing of the entire length of Ootan Road and recognition of Ootan Road as a Road of Strategic Importance	Mareeba Shire Council	Continuing
Support actions to deliver the Mareeba Bypass to reduce heavy-vehicle traffic through the main street and improve agricultural sector productivity. Actions include: finalising planning study for northern section, commence feasibility/route planning study of southern section, and commence construction	Mareeba Shire Council	Continuing
Continue to promote the availability of leased sites at the Mareeba Airport Aviation Park	Mareeba Shire Council	Continuing
Support the development and implementation by Department of Transport and Main Roads of the Mareeba Walking Trail Network Plan for commuters resulting in improved liveability and active recreation	Department of Transport and Main Roads (DTMR)	Commenced
Develop Mareeba Rail Trail Stage One as a commuter trail from Centenary Park to Airport	Mareeba Shire Council	Commenced

MAREEBA COMMUNITY TASKFORCE ACTION PLAN 2021 - 2023

**3. PRIORITY OUTCOME: ATTRACT AND RETAIN A SKILLED WORKFORCE**

*Improved focus on attracting and retaining a skilled workforce to support industry objectives, meet the demands of a growing rural population and keep pace with a quickly changing world to ensure future economic sustainability and liveability.*

<b>Priority Actions</b>	<b>Organisation</b>	<b>Timing</b>
Explore new models and partnerships for improved health services and workforce attraction and retention: <ul style="list-style-type: none"> <li>Establish the Mareeba Health professional Workforce Alliance (MHPWA) with funding by PHN</li> </ul>	Mareeba Community & Family Health Care  Primary Health Network (PHN)	Completed
Promote the liveability of Mareeba and the Shire to attract workers to fill skill gaps and shortages	Mareeba Shire Council  Mareeba Chamber of Commerce	Commenced
Partner with the Queensland Department of Small Business and Training and Chamber of Commerce and Industry Queensland (CCIQ) to support small business in Mareeba	Mareeba Chamber of Commerce  Mareeba Shire Council	Continuing
Support initiatives to increase access to housing to enable businesses to attract and retain staff	All	Continuing

MAREEBA COMMUNITY TASKFORCE ACTION PLAN 2021 - 2023

**4. PRIORITY OUTCOME: AFFORDABLE HOUSING**

*Housing affordability and accessibility is improved to deliver sustainable benefits to health, employment and well-being in the community.*

<b>Priority Actions</b>	<b>Organisation</b>	<b>Timing</b>
Explore and develop innovative models, including public/private partnerships, for increased social housing stock that meets community needs including for seniors, singles, Indigenous families and disability accommodation.	Mareeba Community Housing Company  FlexiChoice  NDIS Sector  Community Housing Providers  Developers  Mareeba Shire Council  Mareeba Chamber of Commerce  Department of Communities, Housing & Digital Economy	Continuing
Advocate for a coordinated local, state and federal government strategy to improve housing affordability and accessibility	All	Commenced
Support the development of more residential blocks	Mareeba Shire Council	Continuing
Review Council development processes, fees and charges	Mareeba Shire Council	Commenced
Review the Mareeba Shire Council Planning Scheme with community and business	Mareeba Shire Council	Commence 2023
Advocate for the development of a new modern statutory Regional Plan which is supported and accountable to both local and state government and provides a clear strategic direction to support economic and population growth and facilitates affordable housing and increased social housing options	Mareeba Shire Council  Mareeba Chamber of Commerce	Commenced

MAREEBA COMMUNITY TASKFORCE ACTION PLAN 2021 - 2023

**5. PRIORITY OUTCOME: IMPROVED COMMUNITY SAFETY**

*The community works together in positive ways for improved community safety encompassing adequate policing, appropriate judicial outcomes, and sustainable funding to support the needs of the community's most vulnerable to deter criminal activity and improve community safety*

<b>Priority Actions</b>	<b>Oranisation</b>	<b>Timing</b>
Facilitate community collaboration for improved community safety	Mareeba Shire Council	Commenced
Improve access to positive youth activities and support services for youth engagement and empowerment, especially after hours access by youth	Community service providers and volunteer groups  Department of Children, Youth Justice and Multicultural Affairs  Mareeba Shire Council	Commenced
Advocate for adequate funding for family and youth support services	Community Services Sector  Mareeba Shire Council  Mareeba Chamber of Commerce	Continuing
Advocate for adequate policing resources and appropriate judicial and legislative change and outcomes including an effective Liquor Accord	Mareeba Shire Council  Mareeba Chamber of Commerce	Continuing
Develop a community support services map to improve communication between agencies and assist in case management.	Department of Aboriginal and Torres Strait Islander Partnerships	Commenced
Improve case management processes for well coordinated intensive case management for young people: <ul style="list-style-type: none"> <li>• Establish a SMART Panel for serious offenders</li> <li>• Review Case Management for Young People (CCYP) processes</li> </ul>	Department of Children, Youth Justice and Multicultural Affairs Queensland Police Service Queensland Education Indigenous Services Community Services Youth Empowered Towards Independence	Commenced

**MAREEBA COMMUNITY TASKFORCE ACTION PLAN 2021 - 2023**

	Mareeba Community and Family Health Care Primary Health Network	
Establish a Mareeba Aboriginal Community Group to engage with young people	Aboriginal Elders and residents	Commenced
Encourage community support for alternative school programs to re-engage children back into education or employment	Queensland Education  Community Services  Mareeba Shire Council  Mareeba Chamber of Commerce	Commenced
Design and develop Parks and Open Spaces for improved community safety	Mareeba Shire Council	Commenced
Promote Small Town Big Heart values by encouraging local leaders to mentor/tell stories that include belonging, ownership and encourage engagement with services	All	Commenced



# 3 YEAR ACTION PLAN

## COMMUNITY TASKFORCE

### Purpose

The Mareeba Community Taskforce is a joint initiative of the Mareeba Chamber of Commerce and Mareeba Shire Council to continue to promote Mareeba's prosperity and wellbeing and unite the community to tackle the big community issues.



### Priority Actions

#### IMPROVED HEALTH SERVICES

*Health services are improved to meet the needs of a growing rural population in the Mareeba District with high risk of chronic disease, ageing faster than Australia and experiencing high socio-economic disadvantage.*

#### IMPROVED TRANSPORT CONNECTIVITY

*Transport connectivity is improved to facilitate the resilience of key routes between Mareeba and the Gulf of Carpentaria, Cape York, the Atherton Tablelands and Southern Australia, while also focusing on active recreation and community options for residents and visitors.*

#### ATTRACT AND RETAIN A SKILLED WORKFORCE

*Improved focus on attracting and retaining a skilled workforce to support industry objectives, meet the demands of a growing rural population and keep pace with a quickly changing world to ensure future economic sustainability and liveability.*

#### AFFORDABLE HOUSING

*Housing affordability and accessibility is improved to deliver sustainable benefits to health, employment and well-being in the community.*

#### IMPROVED COMMUNITY SAFETY

*The community works together in positive ways for improved community safety encompassing adequate policing, appropriate judicial outcomes, and sustainable funding to support the needs of the community's most vulnerable to deter criminal activity and improve community safety.*

More information can be found on Council's website





**8.8 PUBLIC MURAL ACTION PLAN 2022-2025**

**Date Prepared:** 27 May 2022

**Author:** Senior Community Services Officer

**Attachments:** 1. [Public Murals Action Plan 2022-2025](#) ↓  
2. [Internal - Public Murals Action Plan](#) ↓

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**EXECUTIVE SUMMARY**

This report provides Council with a three-year *Public Mural Action Plan* for adoption. The purpose of the Plan is to guide the creation of public art throughout the Shire over the next three years to enhance liveability and encouraging economic development.

The *Public Mural Action Plan* aligns with the RADF 2022-25 Program and will deliver outcomes in the local RADF priority areas of cultural tourism and public mural partnerships.

The details of public mural projects to be undertaken will be presented to Council for endorsement on an annual basis.

**RECOMMENDATION**

That Council adopts the *Public Mural Action Plan 2022-2025*.

**BACKGROUND****1. Introduction**

The purpose of the Plan is to guide the creation of public art throughout the Shire over the next three years to achieve Council's goal of enhancing liveability and encouraging economic development. The *Public Mural Action Plan* responds to community aspirations for enhanced town beautification, increased community safety and graffiti prevention and increased cultural tourism opportunities.

Cultural tourism has been a local priority, directing activities under Council's RADF Program since 2016. Cultural tourism refers to activities and experiences that develop and promote the community's locally distinct arts, culture and heritage both for members of that community and for visitors. Public art and public art trails are examples of cultural tourism initiatives that have been successfully implemented in other regions and towns. A more specific focus on public murals encouraging partnerships between private building owners, community organisations and Council was adopted through RADF in 2018.

A more recent focus on youth engagement has resulted in a number of projects that have successfully engaged at risk young people in positive arts and cultural activities. These activities aim to promote a sense of inclusion and belonging to the community as well as providing positive diversionary activities (reducing the incidence of graffiti and anti-social behaviour). These projects have resulted in numerous vibrant public murals throughout the Shire.

Approximately 22 murals have been facilitated through the RADF Program over the last six years as either RADF community grant funded projects or RADF Council led initiatives.

## 2. Development of Public Mural Action Plan

The *Public Mural Action Plan* is guided by the following *MSC Corporate Plan* strategies:

- COM 1 Continue to assist the community to build its capacity to develop the area of arts, culture and heritage to enrich lifestyles and encourage economic development.
- COM 2 Advocate and promote community initiatives that support an active and health lifestyle.
- COM2 Advocate and promote community safety and other community services.
- TCI4 Continue to enhance the visual appeal to improve liveability and amenity of the shire.
- EAE3 Partner with stakeholders to encourage and support a strong and sustainable regional economy.

## 3. Objectives

The *Public Mural Action Plan* objectives are to:

- Continue to implement public murals across the shire as Council-led RADF projects.
- Continue to support private and community led public mural projects through RADF community grant round.
- Identify opportunities for and progress public murals as part of Council capital works projects.
- Investigate options and apply for external grant funding or sponsorship for public mural projects and / or activities that result in public murals.
- Identify and progress opportunities to work with developers, business operators and building owners to facilitate public murals.
- Develop community partnerships to facilitate successful delivery and increase community ownership of public mural projects.
- Develop and promote a Public Art Trail throughout the Shire.

## 4. Implementation

The *Public Mural Action Plan* is supported by Council's *Public Art Policy* and *Public Art Procedure* which details a consistent approach to the procurement, implementation, maintenance and de-commissioning of public art in the Shire. The Action Plan includes scope for artworks in publicly accessible areas that may be either Council or privately owned spaces and facilities.

Engagement and consultation with the community will help to identify suitable locations, appropriate community participation, partnerships and mural themes. Projects may either be direct commissioning of a professional artist or may be a community artwork, where residents work together to create an artwork. Community consultation will help to ensure that projects respond where possible to community needs, aspirations and build capacity. Council master planning (including the *Bicentennial Lakes Masterplan* and the *Parks and Open Space Strategy*) will also inform the location of mural projects to be delivered.

Council's RADF Program will be a key means to achieve the *Public Mural Action Plan* objectives, through both the community grant round and as Council led initiatives. Eleven mural projects will be delivered as Council led initiatives over the 3-year Plan throughout the Shire.

A significant component of the RADF Program annual budget has been allocated to deliver these murals however these funds may be leveraged to secure additional external funding. Opportunities to implement additional public murals will be considered where appropriate through Council's capital works projects and external grant opportunities.

<b>RADF Program Budget Allocation for Council led Public Mural Projects</b>			
<i>Year</i>	<i>Mural Projects / Locations</i>	<i>Budget</i>	<i>Delivery Date</i>
2021/22	Biboohra Water Tanks & Mareeba Centenary Park Mosaic	\$8,597	Dec 2022
2022/23	Kuranda, Mareeba, Mount Molloy	\$22,000	June 2023
2023/24	Three locations to be determined	\$37,000	Jan 2024
2024/25	Three locations to be determined	\$37,000	June 2025

Council led, public mural projects that have been identified and will be delivered through the RADF 2021/22 Program (to a total value of \$8,597) are:

- Biboohra Water Tanks Murals - Mural will depict rural fire fighting and / or fire safety message with a background of natural surrounds or Biboohra heritage images.
- Mareeba Centenary Park Community Mosaic (installation stage) - Initially funded as a community arts activity at the 2018 Arts in the Park Festival and subsequently developed into a single artwork with RADF community grant funding.

Year 2022/23 will see three public mural projects delivered in Kuranda, Mareeba and Mount Molloy.

Three (3) murals will be delivered in year 2023/24 and in year 2024/25, distributing murals in towns across the Shire. To enable options for locations to be investigated and to seize opportunities that may arise, the towns and locations for these projects will be explored and presented to Council for endorsement on an annual basis.

In the final year of the Plan, a Public Art Trail guiding visitors to artworks throughout the Shire will be developed and promoted. The trail will include all artworks in publicly accessible areas, regardless of how and when commissioned. By this stage, it is envisioned that there will be over 30 public murals or artworks throughout the shire.

**5. Promotion**

A one-page *Public Mural Action Plan* flyer has been developed for public release and promotion within the community. A more detailed internal, working Action Plan has also been created. Both documents are attached.

**RISK IMPLICATIONS**

**Financial**

Implementation of projects identified in the Public Mural Action Plan can be funded through the 2022-25 RADF Program. Procurement, maintenance and de-commissioning of public art is guided by the Public Art Policy and Procedure.

**Infrastructure and Assets**

Procurement, maintenance and de-commissioning of public art is guided by the Public Art Policy and Procedure.

**Political and Reputational**

Procurement, maintenance and de-commissioning of public art is guided by the Public Art Policy and Procedure.

**Legal and Compliance**

Procurement, maintenance and de-commissioning of public art is guided by the Public Art Policy and Procedure.

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

Operating funding is available for the proposed projects.

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

There are sufficient funds remaining in the RADF 2021/22 budget to deliver projects identified for 2021/22.

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

The proposed 2022-25 RADF Program budget includes appropriate allocation for the delivery of projects identified in the three-year Public Mural Action Plan.

**LINK TO CORPORATE PLAN**

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

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

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

**IMPLEMENTATION/COMMUNICATION**

Implementation will be driven through the RADF Program. A communication plan will be developed.

# 3 YEAR ACTION PLAN



## PUBLIC MURALS

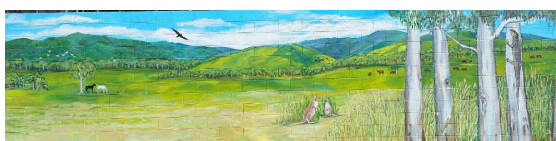
### Vision

Enhance the visual appeal of the Shire to improve liveability and economic development. The Public Mural Action Plan responds to community aspirations for enhanced town beautification, increased community safety and graffiti prevention, and increased cultural tourism opportunities.

### Guiding Principles

<p><b>AN ACTIVE, SAFE AND ENGAGED COMMUNITY</b></p>	<p><b>ENHANCED VISUAL APPEAL</b></p>	<p><b>IMPROVE LIVEABILITY AND AMENITY</b></p>	<p><b>PARTNERSHIPS FOR A STRONG ECONOMY</b></p>
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**"ENHANCING THE SHIRE'S CULTURAL VIBRANCY"**



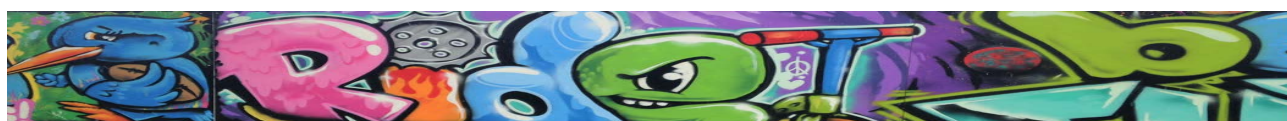
### Objectives

- Continue to implement public murals across the shire as Council-led RADF projects.
- Continue to support private and community led public mural projects through RADF community grant round.
- Identify opportunities for and progress public murals as part of Council capital works projects.
- Investigate options and apply for external grant funding or sponsorship for public mural projects and / or activities that result in public murals.
- Identify and progress opportunities to work with developers, business operators and building owners to facilitate public murals.
- Develop community partnerships to facilitate successful delivery and increase community ownership of public mural projects.
- Develop and promote a Public Art Trail throughout the Shire

### Implementation

YEAR	MURALS	TOWNS
2022	● ●	Biboohra, Mareeba
2023	● ● ●	Kuranda, Mareeba, Mt Molloy
2024	● ● ●	Locations to be determined*
2025	● ● ●	Locations to be determined*
<b>TOTAL MURALS</b>	<b>11</b>	

\*Projects will be delivered in a range of towns across the Shire





## Public Mural Action Plan 2022 - 2025 (Internal)



### 1.0 Summary

The Public Mural Action Plan will guide the creation of public art throughout the Shire over the next three years to enhance liveability and economic development. The Action Plan will include actions for progressing public art in both publicly and privately owned spaces and facilities and for both professional and community artworks. The Public Art Action Plan is supported by Council's *Public Art Policy*. Funding will be identified from multiple sources and opportunities to leverage Council's contribution to secure external funding will be explored where possible.

### 2.0 Goal

Enhance the visual appeal of the Shire to improve liveability and economic development. The Public Mural Action Plan responds to community aspirations for enhanced town beautification, increased community safety and graffiti prevention, and increased cultural tourism opportunities.

### 3.0 Objectives

- 3.1 Continue to implement public murals across the shire as Council-led RADF projects.
- 3.2 Continue to support private and community led public mural projects through RADF community grant round.
- 3.3 Identify opportunities for and progress public murals as part of Council capital works projects.
- 3.4 Investigate options and apply for external grant funding or sponsorship for public mural projects and / or activities that result in public murals.
- 3.5 Identify and progress opportunities to work with developers, business operators and building owners to facilitate public murals.
- 3.6 Develop community partnerships to facilitate successful delivery and increase community ownership of public mural projects.
- 3.7 Develop and promote a Public Art Trail throughout the Shire.

### 4.0 Timeframe

The Action Plan outlines public mural activities over a three-year period 1 July 2022 to 30 June 2025.

### 5.0 Implementation

- Projects will align with *Public Art Policy* and with Council master planning
- Projects will include a mix of professional and community artworks
- Projects will be delivered in a range of towns across the Shire

Year	No. Projects	Locations	Delivery Date
2022	2	Bibohra and Mareeba	December 2022
2023	3	Kuranda, Mareeba and Mt Molloy	June 2023
2024	3	To be confirmed	January 2024
2025	3	To be confirmed	June 2025

**8.9 REGIONAL ARTS DEVELOPMENT FUND (RADF) PROGRAM 2022-2025**

**Date Prepared:** 23 May 2022

**Author:** Senior Community Services Officer

**Attachments:**

1. RADF Program 2022-2025 [↓](#)
2. RADF Community Grant Guidelines 2022/23 [↓](#)
3. RADF Community Grant Application Form 2022/23 [↓](#)

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**EXECUTIVE SUMMARY**

The purpose of this report is to seek Council's approval of the proposed 2022-2025 RADF Program that will form the basis of Council's application to Arts Queensland.

**RECOMMENDATION**

That Council:

1. Adopts the 2022-2025 Regional Arts Development Fund Program; and
2. Endorses the annual submission of an Expression of Interest to Arts Queensland for a \$32,500 Regional Arts Development Fund grant for 2022-2025; and
3. Contributes \$14,500 annually to the 2022-2025 Regional Arts Development Fund Program as outlined in this report.
4. Adopts the updated RADF Community Grant Application Form and Guidelines.

**BACKGROUND**

The Regional Arts Development Fund (RADF) is delivered as a partnership between the Queensland Government (through Arts Queensland) and eligible local Councils across the State. RADF promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions.

Funding available for Councils is guided by set population and co-investment tiers. Council accepted Arts Queensland's offer of a \$32,500 RADF grant for 2022/23 before the due date of 31 May 2022.

The 2022-2025 RADF Program prioritises activities with outcomes in the following areas:

- Cultural tourism (initiatives that develop and promote the community's locally distinct arts, culture and heritage both for members of the community and visitors),
- Public mural partnerships,
- Engagement of youth in arts, cultural and heritage activities.

It is proposed that the 2022-2025 RADF Program is implemented with the following components:

**1. Annual Community Grant Round**

Grants for individual artists, arts and cultural groups and organisations for projects to be delivered in the 12 months after funding is announced each year. The RADF Advisory Committee will assist with the implementation of the grant round. Council may approve out of round applications at any time to respond to community need.

Community grants will be limited to \$3,000 for applications by organisations for projects that benefit the wider community and \$1,500 for applications by artists and / or artist groups for projects that primarily benefit the artist and / or artist group. The RADF Community Grant Guidelines and Application Form have been updated.

## 2. Council-led Initiatives

In 2022/23, three (3) Council led initiatives are proposed:

(a) Mt Mulligan Adventure Drive - Manufacture and installation of safety signage and printing of brochure to respond to the needs of the self-drive tourism market.

(b) Youth Arts Engagement - Arts and cultural activities for at-risk young people to enhance community connection, pride and wellbeing and respond to community safety concerns.

(c) Public Mural Action Plan Implementation - Deliver public murals as per year one (1) of the Action Plan to enhance visual appeal, increase cultural tourism and community safety.

In the following two (2) years of the RADF Program, it is proposed that implementation of the Public Mural Action Plan is the sole Council led initiative.

It is proposed that Council makes a cash contribution of \$14,500 annually over the three-year RADF Program, to be funded from the operational budget. This will allow Council to apply for an annual grant from Arts Queensland of \$32,500.

## RISK IMPLICATIONS

### Financial

The Public Art Policy sets out the respective responsibilities of interested parties for the creation and ongoing maintenance of public murals to manage financial, reputational and other risks.

## FINANCIAL AND RESOURCE IMPLICATIONS

### *Operating*

The draft 2022-2025 RADF Budget incorporates the proposed RADF Program including both community grant round and Council led initiatives.

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

The contribution will be presented to Council as part of the 2022/23 Operational Budget.

## 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

Public promotion of the 2022/23 RADF Community Grant round after the Funding Agreement with Arts Queensland has been signed.





## Mareeba Shire Council 2022 - 2025 Regional Arts Development Fund (RADF) Program

### 1. Introduction

The Regional Arts Development Fund (RADF) is delivered as a partnership between the Queensland Government through Arts Queensland (AQ) and eligible local councils across the state. RADF promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions. RADF invests in local arts and cultural priorities, as determined by local communities, across Queensland.

RADF aims to:

- Provide public value for Queensland communities.
- Build local cultural capital, cultural innovation and community wellbeing.
- Deliver the Queensland Government's objectives for the community.

RADF is a flexible fund enabling local councils to tailor RADF programs to suit the needs of their communities. The Queensland Government's and local councils' investment in each RADF partnership varies in ratio depending on population tiers, the contribution made by each council and the total amount of funding available. Council applies to Arts Queensland for RADF funding in April each year.

This document presents the key features and local priorities of the Mareeba Shire Council RADF Program for the three-year period 1 July 2022 to 30 June 2025.

### 2. Key Features

The 2022-25 RADF Program:

- aims to achieve cultural tourism and public art outcomes for the shire and social outcomes for youth,
- continues to cater for the development and participation needs of artists, arts and cultural groups and the wider community,
- is informed by and aligns with community, cultural and corporate plans and with community consultation,
- allocates funding to Council led initiatives, an annual community grant round and program administration,
- supports an Advisory Committee to guide the development and implementation of the Program.



The guiding principle is to ensure equitable access to and value from RADF for residents across the entire shire by supporting RADF activities in diverse locations and art forms. The RADF Budget will be allocated to both an annual community grant round and a small number of Council-led initiatives. The Council-led initiatives to be implemented each year, will be informed by and in response to community needs. These activities will allow Council to deliver on local arts and cultural priorities. The Program will build local capacity to respond to cultural tourism opportunities and have direct outcomes such as arts participation for diverse communities and increased economic development. The Program will also have community wellbeing and safety outcomes.

### 3. Local Priorities

The local priorities for the 2022-25 RADF Program are: cultural tourism, public mural partnerships and youth arts engagement.

Cultural tourism refers to initiatives that develop and promote the community's locally distinct arts, culture and heritage both for members of that community and for visitors. Cultural tourism can play an important role in the economic development of the shire. Facilitating the creation of public art is one way that cultural tourism outcomes can be achieved. Public art will contribute to town beautification and community pride and a three-year Public Mural Action plan will direct public mural activities.

The 2022-25 RADF Program also aims to achieve social outcomes for youth by providing opportunities for engagement in arts and cultural activities. Youth engagement in arts and cultural activities can enhance wellbeing, connection to the community and community pride.

### 4. Community Consultation

#### 4.1 Community Interests

Recent community development and engagement work by Council shows that there continues to be a high level of interest in opportunities for community groups to deliver cultural tourism outcomes. There are significant opportunities for the expansion of Indigenous cultural tourism in the shire. Many community groups in the shire are actively preserving and showcasing local history sites, artefacts and stories for the benefit of visitors and residents alike. Each year the RADF Program is developed in consultation with the RADF Advisory Committee and informed by recent community engagement activity. There has been high demand for RADF Community Grants, where projects will result in outcomes for one or more of these local priority areas.



Council undertook comprehensive community consultation throughout the Shire in 2016 and arts, culture and heritage issues were identified as important in many areas across the shire:

- Beautify and retain character of townscapes for visitors and residents, for example, encouraging public art.
- Encourage cultural tourism through interpretive signage, walking trails and brochures that highlight key heritage sites and the natural environment.
- Provision of activities and recreation areas for youth, especially during school holidays, for example, through creative arts workshops.
- Incentives and arts initiatives that encourage economic development.
- Support community arts events, initiatives and activities, including public art activities.

There is significant concern within the Mareeba community regarding community safety and youth justice issues. Council is working with a range of agencies, services and groups to identify how the community might further collaborate to meet local needs and / or advocate for additional resource to support at risk youth. There is a need for additional youth support particular after hours and for diversionary activities. Council's local RADF priority of youth arts engagement will increase community capacity to provide positive recreational and developmental activities for at risk youth.

#### **4.2 Corporate and Cultural Plans**

The 2022-25 RADF Program has also been informed by and aligns with the MSC Corporate Plan 2021-25:

- Community 1 - An Engaged Community: *"Continue to assist the community to build its capacity to develop the area of arts, culture and heritage to enrich lifestyles and encourage economic development."*
- Community 2 - An Active, Safe and Healthy Community: *"Advocate and promote community safety and other community services."*
- Transport and Council Infrastructure 4 - Public Spaces and Facilities: *"Continue to enhance the visual appeal to improve liveability and amenity of the Shire."*

As part of the MSC Cultural Plan update, Council consulted with the RADF Advisory Committee in March 2020 to identify local priorities for arts, culture and heritage in the Mareeba Shire. Their responses included: encourage music and performing arts activities; encourage preservation of Indigenous history; support arts festivals; build arts skills and self-esteem of the young and disadvantaged and encourage connection to community; art spaces designed for people with a disability and older persons; encourage improved streetscapes; provide resources for diverse projects; invest in art work and sculpture to welcome visitors and encourage tourism.



## 5. Community Grant Round

The RADF Program will continue to cater to the needs and aspirations of the community, including individuals, by maintaining a large allocation for community grants. Community grants will be made available to individual artists and arts/cultural workers, arts and cultural groups and organisations. Applications must meet the RADF objectives and those that address one of the three local priorities will be given funding preference.

One community grant round will be conducted each year and the date of the grant round will be determined on an annual basis. Council may approve out of round community grants where a quick response is required for a priority project.

In addition to the usual eligible applicants, grant applications for public murals may be made by private building owners and murals must reflect the identity of the shire. Guidelines and application forms will be made available when the grant round opens.

A \$1,500 maximum grant will be applied to applications from artists or groups of artists where the primary benefit is to the artist's professional practice. A \$3,000 maximum grant will be applied to all other applications for projects that benefit the wider community.

\$10,000 will be allocated to the Community Grant Round each year but may be dependent on the annual grant provided by Arts Queensland. A small percentage of program funds will be used for administration and promotion of the community grant round.

## 6. Council-led Initiative

Council-led initiatives will be determined each year in response to community needs. Three Council-led initiatives will be delivered in 2022/23:

### 6.1 Mt Mulligan Adventure Trail - Stage 2

Stage 1 of this project was funded through the RADF 2020/21 community grant program. The project focussed on content creation (video, photographs, interviews) and resources (social media clips and print brochure) for a Mt Mulligan Adventure Drive tourism campaign. The resources have been made available to Council for future use to facilitate visitor engagement and manage public access. The campaign focusses on bringing to life stories from the lesser-known historical towns of Wolfram, Thornborough and Mt Mulligan.

Further actions are required for Council to be able to use the resources developed and these include:

- Manufacture and installation of trail signage.
- Printing of brochure for distribution at Mareeba and Kuranda Visitor Information Centres.



\$5,000 will be allocated from the RADF 2022/23 Program to this project for the activities above. Council will make additional in-kind and cash contributions for other components of Stage 2 including legal advice regarding heritage site safety messaging, update brochure with appropriate safety and site access messaging and officer time to manage the project.

Finalising these resources will increase the capacity of our Visitor Information Centres to provide professional and accurate maps and information to members of the public. This will value-add to recent interest in the Mt Mulligan region amongst the self-drive market, resulting from the 150-year Mt Mulligan Mine Disaster commemorative activities in 2021. It also aligns with recent work by the regional tourism bodies to increase marketing of these areas.

## **6.2 Youth Arts Engagement**

Council will engage with local community service providers to deliver arts or cultural activities for at risk youth. \$10,000 will be allocated from the RADF 2022/23 Program to these youth arts engagement activities with additional in-kind contribution of Council officer time to engage with key stakeholders to determine the scope of these activities. Council has previously successfully engaged community organisations including Kuranda Youth Link, Mareeba Community Centre and Mareeba PCYC to deliver youth art engagement activities. These activities which aim to promote a sense of inclusion and belonging to the community as well as providing positive diversionary activities have resulted in numerous colourful public murals throughout the Shire.

## **6.3 Public Mural Action Plan Implementation**

The Public Mural Action Plan will guide the creation of public murals throughout the Shire over the next three years. The Action Plan will include plans for progressing public art in both publicly and privately owned spaces and facilities and for both professional and community artworks. The Public Mural Action Plan is supported by Council's *Public Art Policy*. \$22,000 will be allocated from the RADF 2022/23 Program and \$37,000 for the following two years to implement a total of nine large murals throughout the Shire.



**7. Program Activities and Budget**

RADF Program budget presented below relies on an annual Arts Queensland contribution of \$32,5000 and an annual Council contribution of \$14,500.

<b>2022 - 2025 RADF Program Budget</b>			
<i>Expenses</i>	<i>Revenue</i>		
	<i>Council</i>	<i>Arts Queensland</i>	<i>Total</i>
<b>Year 1</b>			
RADF Community Grant Round (incl program administration & promotion)	\$2,000	\$8,000	<b>\$10,000</b>
Council-led Initiative - Mt Mulligan Adventure Drive Project	\$2,500	\$2,500	<b>\$5,000</b>
Council-led Initiative - Youth Arts Engagement	\$5,000	\$5,000	<b>\$10,000</b>
Council-led Initiative - Public Mural Action Plan Implementation	\$5,000	\$17,000	<b>\$22,000</b>
<b>Total</b>	<b>\$14,500</b>	<b>\$32,500</b>	<b>\$47,000</b>
<b>Year 2</b>			
RADF Community Grant Round (incl program administration & promotion)	\$5,000	\$5,000	<b>\$10,000</b>
Council-led Initiative - Public Mural Action Plan Implementation	\$9,500	\$27,500	<b>\$37,000</b>
<b>Total</b>	<b>\$14,500</b>	<b>\$32,500</b>	<b>\$47,000</b>
<b>Year 3</b>			
RADF Community Grant Round (incl program administration & promotion)	\$5,000	\$5,000	<b>\$10,000</b>
Council-led Initiative - Public Mural Action Plan Implementation	\$9,500	\$27,500	<b>\$37,000</b>
<b>Total</b>	<b>\$14,500</b>	<b>\$32,500</b>	<b>\$47,000</b>



**Regional Arts Development Fund  
(RADF) 2022-23**

**Guidelines for Community Grant  
Applications**



*The Regional Arts Development Fund is a partnership between the Queensland Government and Mareeba Shire Council to support local arts and culture in regional Queensland.*

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*The Regional Arts Development Fund is a partnership between the Queensland Government and Mareeba Shire Council to support local arts and culture in regional Queensland.*





## 1. WHAT IS THE REGIONAL ARTS DEVELOPMENT FUND?

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The Regional Arts Development Fund (RADF) is delivered as a partnership between the Queensland Government through Arts Queensland and eligible local councils across the state.

RADF promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions. RADF invests in local arts and cultural priorities, as determined by local communities across Queensland.

RADF is a flexible fund, enabling local councils to tailor RADF programs to suit the needs of their communities. For information on other Arts Queensland programs and opportunities please visit [www.arts.qld.gov.au](http://www.arts.qld.gov.au)

## 2. WHAT ARE THE RADF 2022-23 OBJECTIVES?

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The RADF 2022-23 objectives are to support arts and cultural activities that:

- Provide public value for Queensland communities;
- Build local cultural capacity, cultural innovation and community well-being; and
- Deliver the Queensland Government's objectives for the community.

## 3. WHAT ARE THE QUEENSLAND GOVERNMENT'S OBJECTIVES FOR THE COMMUNITY?

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The Queensland Government's objectives for the community are to:

- Safeguarding our health;
- Supporting jobs;
- Backing small business;
- Making it for Queensland;
- Growing our regions;
- Investing in skills;
- Backing our frontline services;
- Protecting the environment.

For more information please visit: [Statement of the Queensland Government's objectives for the community \(www.qld.gov.au\)](http://www.qld.gov.au)

## 4. ELIGIBILITY CRITERIA

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To be eligible for RADF funding, applications must meet the following criteria:

- Applicants must be one of the following: (a) an individual, including professional or emerging artist, arts worker, cultural worker or project coordinator; (b) a group or unincorporated organisation; (c) an incorporated not-for-profit arts and cultural organisation; or (d) an arts or cultural company.
- In addition, applications for public murals will be accepted from private building owners.



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- Applications must be for projects and activities that commence on or after 1 May 2023 and will be completed by 30 April 2024.
- Applicants must be based in the Mareeba Shire Council area, or if based outside the local Council area, must demonstrate how the project will directly benefit arts and culture in the Mareeba Shire.
- Applicants successful through previous rounds of Council's RADF Program, must acquit their current grant before applying for further funding.

#### **5. HOW MUCH CAN I APPLY FOR?**

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Eligible applicants are invited to apply for RADF community grants of up to \$3,000 for projects that are open to community members or provide community benefit. Applications from individual artists or groups of artists for projects that primarily benefit or support their professional practice are limited to \$1,500.

RADF does not fund 100% of total project expenses. Applicants will be required to contribute or demonstrate other sources of financial or in-kind support, sponsorship or income. The RADF grant request should be no more than 65% of estimated project expenses.

#### **6. WHAT TYPE OF ACTIVITIES COULD BE FUNDED BY RADF?**

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RADF activities must have a strong development or participatory focus and fall into one of the following activity types:

- Community consultation, arts research and policy development - to develop arts and cultural policy, cultural mapping, planning proposals, cultural tourism plans and community consultation;
- Development and promotion of new work - to support individuals or groups to develop, promote or exhibit new works of art;
- Cultural tourism - to develop and promote a community's locally distinct arts, culture and heritage both for members of that community and for visitors;
- Events and festivals - to support community groups to deliver arts and cultural festivals throughout the Shire;
- Exhibitions and collections - to develop, preserve and provide access to locally held collections of significance;
- Heritage protection and promotion – to support activities that protect and promote artefacts and sites that have historical significance to community;
- Performances - to support community groups to deliver arts and cultural performances across the Shire;
- Place-making - to support collaborative activities that seek to reinvent and reimagine public spaces to maximise shared value and strengthen the connection between people and places;
- Professional skills or career development - for individual professional artists and arts workers living in the Shire to attend professional development seminars, master classes, mentorships or placements with recognised arts and cultural organisations;
- Publications - to support individuals or groups to publish works of art across various art forms; or



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- Skills development workshops - to support the engagement of a professional artist or arts worker to develop a community group's arts practice and / or to run community arts development workshops or projects which have a significant skill development component.

RADF will not fund entertainment for events, unless there is a significant participation (e.g. workshops for community members) or professional development component (e.g. collaborative activities, expansion of practice). RADF will not fund catering costs except for activities targeting disadvantaged youth who reside in the Mareeba Shire and where participation is reliant on provision of food. RADF will not fund staff wages for "core business activities" of organisations that receive operational grants. Applications from schools must demonstrate significant community involvement in the activity and benefit to the wider community from the activity.

## **7. ACTIVITIES REQUIRING SPECIAL APPROVAL**

The purchase of property or assets with RADF funding is conditional on the prior written approval of Arts Queensland and subject to Section 4.3 of the RADF Funding Agreement between Arts Queensland and Mareeba Shire Council. Please contact the Mareeba Shire Council RADF Officer if you are considering purchasing property or assets with RADF grant money.

## **8. WHAT IS THE LOCAL COMMUNITY PRIORITY FOR RADF 2022-23?**

Mareeba Shire Council has identified three community priorities for the 2022-23 RADF Program:

- Cultural tourism - initiatives that develop and promote the community's locally distinct arts, culture and heritage both for members of that community and for visitors;
- Youth arts engagement - initiatives that engage youth in arts and cultural activities, enhance their wellbeing and connection to the community; and
- Public mural partnerships - activities to enhance town beautification and community pride and provide employment opportunities for local artists through partnerships with building owners.

These priorities align with the Tablelands Community Plan 2021, the Mareeba Shire Council Cultural Plan and are the result of comprehensive community consultation, including advice from the Mareeba Shire Council RADF Advisory Committee.

Community Grant Applications will be strengthened if they clearly state how the project will meet one of the local community priorities. However, applications that do not meet one of the local community priorities but address the general RADF objectives will be considered.

### **8.1 CULTURAL TOURISM**

Cultural tourism refers to travel that incorporates cultural activities and experiences. Cultural tourism showcases the traditions of a community: the history, art, architecture, religions, natural surroundings and other elements that have helped shape a community's lifestyle. Cultural tourism activities include those that develop and promote the community's locally distinct arts, culture and heritage both for members of that community and for visitors. Examples of cultural tourism include; interactive workshops, public art and heritage trails, interpretative signage in places of significance,



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performances reflecting local stories and regional identity, tours of local industries and culturally significant sites, historical re-enactments and signature festivals.

## 8.2 YOUTH ARTS ENGAGEMENT

The provision of activities and recreation opportunities for youth, especially during school holidays is a priority within the community. This may be achieved, for example, through creative arts or cultural workshops to be held within the shire. Distance and transport are a major barrier for young people to access these types of opportunities. Youth engagement in arts and creative initiatives can enhance wellbeing, connection to the community and community pride.

## 8.3 PUBLIC MURAL PARTNERSHIPS

In addition to the eligible applicants listed in Section 4, grant applications for public murals may also be made by private building owners. Murals created through this funding stream must be unique, consistent with the setting and local identity of the shire and contribute to a sense of destination. Preference will be given to murals that will be located in highly visible and publicly accessible areas. Applications should show due consideration of factors including; design approval process, risk assessment and management, insurance, artist payment, installation and maintenance, ownership/copyright/moral rights. More information about commissioning public art is available at: <https://www.artslaw.com.au/info-sheets/info-sheet/public-art-design-and-commissioning/>

Successful applicants must provide Council with scaled sketch designs for approval prior to commencement of the artwork. Where murals are painted onto privately owned buildings, the building owner will be responsible for all future cleaning, maintenance and repairs to the artwork and all associated costs.

## 9. WHEN CAN I APPLY?

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Council will conduct one (annual) RADF 2022-23 Community Grant Funding Round. **The grant round will open Monday 9 January 2023 and applications must be submitted by Tuesday 28 February 2023.** The Community Grant Round will be advertised in the local newspaper, Council's website, email networks and Council Libraries. RADF 2022-23 Community Grant Funding is available for projects and activities that will commence on or after 1 May 2022 (or on approval) and will be completed by 30 April 2023. Council may approve out of round community grants where a quick response is required for a priority project.

## 10. HOW DO I SUBMIT AN APPLICATION?

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Applicants are encouraged to read the Mareeba Shire Council RADF 2022-23 Guidelines for Community Grant Applications and discuss their proposed project with the Mareeba Shire Council Coordinator Community Services prior to completing an application. Applications must be submitted using the standard application form, which will be made available on Council's website or from Council's Service Centres and Libraries.

Applications, including supporting material may be submitted by one of the following methods:



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- Post: Mareeba Shire Council, PO Box 154, Mareeba Q 4880
- In person: Mareeba Shire Council, 65 Rankin Street, Mareeba Q 4880
- Email: [info@msc.qld.gov.au](mailto:info@msc.qld.gov.au)

Applications must be received by Council on or before the closing date. Applicants will receive an acknowledgement email within five working days of the closing date.

## 11. HOW DO I COMPLETE THE PROJECT BUDGET?

Applicants will be required to prepare a project budget. Instructions on how to complete the project budget and an example project budget are presented below:

- *If you are registered for GST, income and expense amounts listed in your budget must be EXCLUSIVE of GST. Council will pay the grant requested plus GST. If you are not registered for GST, your income amounts must be EXCLUSIVE of GST however expenditure amounts should be INCLUSIVE of GST.*
- *Please ensure that 1E. TOTAL INCOME equals 2E. TOTAL EXPENSES.*

**Column 1. INCOME** - list all cash income and in-kind contributions to the project.

- *1A. RADF grant requested - list the RADF grant amount that you are requesting. The total RADF grant request should be no more than 65% of your total project budget. That is, 35% of total project income (cash and in-kind) must come from other sources.*
- *1B. Cash Contributions from Applicant - list all cash or financial contributions that the applicant / you are making towards the project. Cash contributions involve the transfer of money between parties. For example: payment of materials or payment of salaries.*
- *1C. Cash Contributions from Other Sources - list all cash or financial contributions from other people or organisations towards the project. For example: cash donations, grants (not including RADF grant), sales income, participant workshop fees charged.*
- *1D. In-Kind Contributions - list all in-kind contributions towards the project expenses that will be made by you / the applicant or by other people or organisations. In-kind contributions are non-monetary forms of support however often an estimate of the dollar value of the in-kind contribution can be calculated. Examples include; volunteer labour, donated goods, services provided at no cost, discounts.*
- *1E. TOTAL INCOME - Calculate the total of all income listed in COLUMN 1.*

**Column 2. EXPENSES** - list all expenses associated with implementing the project. It is often easiest to start by listing out all project expenses and then determine income sources required to pay for these expenses. Ensure that you include any expense items that will be covered by an in-kind contribution (such as volunteer labour, discounts, material donations) if you have included them at 1D In-kind contributions.

- *2A. Salaries, Fees, Allowances - List all expenses relating to salaries, fees and allowances for workers required to implement the project. Recommended rates of pay for arts practitioners and volunteers can be sourced from the National Association for the Visual Arts [https://visualarts.net.au/media/uploads/files/CHAPTER\\_7\\_-\\_2017\\_5.pdf](https://visualarts.net.au/media/uploads/files/CHAPTER_7_-_2017_5.pdf)*



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- 2B. Travel / Accommodation / Venue Hire - List all expenses relating to travel, accommodation, activity venue hire.
- 2C. Materials / Equipment & Other Project Costs - List all expenses relating to project materials and equipment, such as art supplies, hire of sound equipment.
- 2D. Administration / Insurance & Permits / Advertising - list all expenses associated with administering the project, including evaluation, payment of public liability insurance or other permits, advertising costs.
- 2E. TOTAL EXPENSES - Calculate the total of all expenses listed in COLUMN 2. Please ensure that 1E Total Income equals 2E. Total Expenses.

**EXAMPLE PROJECT BUDGET**

1. INCOME		2. EXPENSES	
1A. RADF Grant Requested		2A. Salaries, Fees, Allowances	
• RADF grant requested	\$2,498	• Workshop facilitator / artist fee \$80 x 20 hrs	\$1,600
		• Project management - paid time \$33 x 6hrs	\$198
		• Project management - volunteer time in-kind \$33 x 13hrs	\$429
1B. Cash Contributions from Applicant		2B. Travel / Accommodation / Venue Hire	
•	\$	• Travel allowance for Facilitator	\$200
•	\$	• Venue Hire in-kind	\$300
1C. Cash Contributions from Other Sources (Sales, Fees, Grants, Donations)		2C. Materials / Equipment & Other Project Costs	
• Participant workshop fees	\$400	• Workshop materials (including in-kind donation \$150)	\$950
• Cash donation - advertising - progress association	\$50	• Equipment hire	\$100
1D. In-Kind Contributions (Donations, Voluntary Labour, Discounts)		2D. Administration / Insurance & Permits / Advertising	
• Donation of materials - hardware store	\$150	• Advertising	\$50
• Volunteer project management in-kind \$33 x 13hrs	\$429	•	\$



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• Venue Hire in-kind - local arts group	\$300	•	\$
<b>1E. TOTAL INCOME</b>	<b>\$3,827</b>	<b>2E. TOTAL EXPENSES</b>	<b>\$3,827</b>

Please note that 1E. Total Income must equal 2E. Total Expenses

Please list which expenses will be paid from the RADF grant.
Workshop facilitator fees \$1,600, Facilitator Travel Allowance \$200, partial project management fees \$198, partial workshop materials \$400, equipment hire \$100

**12. SUPPORTING DOCUMENTATION**

Applicants are encouraged and may be requested to supply the following support documentation:

- A brief resume (maximum one A4 page) for each professional or emerging artist or arts / cultural worker involved in the project / activity;
- Individual artists are required to provide examples of previous work and other documents (for example film scripts / lyrics) that demonstrate the quality of the proposed work for which funding is sought;
- Letters of support from relevant individuals, community groups or project partners commenting on the quality and benefit of the project and capacity of the applicant to implement the project;
- Letter of support from relevant Aboriginal and / or Torres Strait Islander traditional owners or native title body for activities with an Indigenous component or focus; and/or
- Written quotes for major budget items, for example artist fees, venue hire, project materials.

**13. HOW WILL APPLICATIONS BE ASSESSED?**

Applications will be collated by the Mareeba Shire Council RADF Officer and reviewed to determine eligibility and completeness. Applicants will receive an acknowledgement email within five working days of the closing date. If an application is deemed ineligible or incomplete, applicants will be given five working days to alter and resubmit. Eligible applications will then be assessed by the Mareeba Shire Council RADF Advisory Committee. Each application will be assessed against the following selection criteria:

**Quality**

- Produces or contributes to high quality arts and cultural initiatives for local communities.
- Capacity to effectively support and deliver arts and cultural services.

**Reach**

- Provides access to and engagement in arts and culture for diverse communities, practitioners, participants and audiences.
- Responds to local arts and cultural priorities.

**Impact**

- Demonstrates cultural, artistic, social or economic value/outcomes for the community.



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- Supports one or more of the Queensland Government objectives for the community.

**Viability**

- Evidence of adequate planning and project management capacity.
- Evidence of partnership capacity in the delivery of the project.

Consideration will also be given to the total funding pool available. Applicants who received a RADF Community Grant in the previous year are eligible for funding, however these applicants may be given a lower priority for funding, when requests exceed total funding available. Recommendations from the assessment process will be submitted in a report to Council for final approval, at the next ordinary monthly Council meeting. All applicants will be informed of the outcome of their application within five working days of a decision being made. Because funding is highly competitive, applicants cannot be guaranteed funding.

**14. SUCCESSFUL APPLICATIONS**

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Council will consider and approve grant applications during April 2023. Arrangements for the payment of the grant will be made within thirty working days of this approval. Successful grant applicants who have an ABN and are registered for GST will be requested to submit a Tax Invoice for the amount of the grant plus GST. Successful individual applicants who do not have an ABN will be required to complete a Statement by a Supplier Form to indicate that the grant relates to a private recreational pursuit or hobby and not related to carrying on a business or enterprise.

**15. WHAT ARE THE CONDITIONS OF THE GRANT?**

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Successful applicants will be required to:

- Sign an Applicant Agreement (contained in the Application Form);
- Notify Mareeba Shire Council in writing, of any changes to the approved project;
- Mareeba Shire Council takes no legal responsibility for financial losses incurred in relation to the activity;
- It is the applicant's responsibility to comply with the relevant local, state and federal legislation;
- Effect and maintain for the duration of the project, public liability insurance for a minimum of \$5M for any one occurrence, if the project or activity is delivered in a place where the public attend or that is accessible to the public;
- Seek prior written approval for the purchase of property or assets with RADF funding and abide by Section 4.3 of the RADF Funding Agreement between Arts Queensland and Mareeba Shire Council, in relation to property and assets;
- Submit the required acquittal documents (Project Outcome Report, financial records and other supporting project documentation) within eight weeks of the completion of the project;
- Notify and return any unspent RADF grant money to Mareeba Shire Council with the grant acquittal;



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- Acknowledge the support of Arts Queensland and Mareeba Shire Council in all relevant promotional material, publications and products as outlined in the Mareeba Shire Council Guidelines for Community Grant Applications; and
- Allow Arts Queensland and Mareeba Shire Council to use and publish non-personal information provided in the grant application, outcome report and any other text or images relating to the funded project for promotional and reporting purposes only.

#### **16. WHAT ARE THE ACKNOWLEDGMENT REQUIREMENTS FOR RADF 2022-23?**

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RADF 2022-23 funded activities must acknowledge the Queensland Government and the Mareeba Shire Council in all promotional material, publications and products by including the RADF 2022-23 acknowledgment text and logos as provided to you by Mareeba Shire Council.

Acknowledgement Text for RADF 2022-23:

*The Regional Arts Development Fund is a partnership between the Queensland Government and Mareeba Shire Council to support local arts and culture in regional Queensland.*

The Queensland Government logo and style guide is available for download at [www.arts.qld.gov.au/aq-funding/acknowledgement](http://www.arts.qld.gov.au/aq-funding/acknowledgement)

The Mareeba Shire Council logo and further acknowledgement details will be supplied to successful applicants on approval of their grant.

#### **17. WHAT ARE THE REPORTING AND ACQUITTAL PROCESSES FOR RADF 2022-23?**

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All RADF 2022-23 funded activities are required to complete a Project Outcome Report. An Outcome Report Template will be provided to successful applicants by Mareeba Shire Council. Applicants are encouraged to consider the requirements of the Project Outcome Report to develop appropriate project evaluation methods.

The Project Outcome Report includes general information about; project delivery, information about participants and partners, key outcomes, participant feedback and financial statement. Projects that receive a RADF grant of \$10,000 or more, have additional reporting requirements. The Project Outcome Report must be submitted to Council within 8 weeks of the completion of your project. Information provided in the Project Outcome Reports is used for reporting purposes to Arts Queensland and to Council.

At least two support documents must be attached to the Project Outcome Report that provide evidence that project or activity took place and that RADF funding was acknowledged. This may include for example, photos of the activity or event, promotional materials or copies of invoices or receipts. Please note that activity photos provided with your Outcome Report may be used by Arts Queensland or Mareeba Shire Council for the purposes of promoting the RADF program.



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**18. WHERE CAN I GO FOR MORE INFORMATION?**

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For further information about RADF:

- Website: [www.msc.qld.gov.au/community/grants-and-sponsorship/](http://www.msc.qld.gov.au/community/grants-and-sponsorship/)
- Telephone: 1300 308 461 or 4086 4695
- Email: [info@msc.qld.gov.au](mailto:info@msc.qld.gov.au)
- In person: Mareeba Customer Service Centre, 65 Rankin Street, Mareeba QLD 4880
- Post: PO Box 154, Mareeba QLD 4880

**19. APPLICANT CHECKLIST**

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- Read RADF 2022-23 Guidelines and Application Form
- Discuss project with Council's Senior Community Services Officer, to ensure the project aligns with RADF objectives and meets eligibility requirements
- Complete all sections of the Application Form
- Sign the Applicant Agreement - these can be scanned and emailed or the original posted
- Attach supporting documentation if relevant
- Keep a copy of the application for your own records
- Submit application to Council on or before the closing date



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**Regional Arts Development Fund  
(RADF) 2022-23**

**Community Grant Application Form**

<b>Applicant Name:</b>	
<b>Project Name:</b>	
<b>RADF Community Grant Amount Requested:</b>	

**Personal Information Collection Notice**  
 Mareeba Shire Council is collecting your personal information for the purpose of assessing and processing of your application for funding under the Regional Arts Development Fund and if your application is successful, administering the grant funding. Information will be disclosed to Arts Queensland and where deemed necessary, may be used by Council to contact other agencies to verify their support of and / or involvement in the project. The information may additionally be used for reporting purposes and to support publicising and promoting the objectives of the Regional Arts Development Fund. Your personal information will be handled in accordance with the provisions contained within the *Information Privacy Act 2009 (Qld)*.

**Human Rights Compatibility Statement**  
 The *Human Rights Act 2019* came into effect on 1 January 2020 and will mean fairer laws, policies and practices by public entities when dealing with the community on a day-to-day basis. Council holds an obligation under the *Human Rights Act 2019* to make decisions and act in a way compatible with human rights. Council is committed to building a culture that respects and promotes human rights and we will give proper consideration to, and act compatibly with, human rights in our work and daily interaction with all persons.



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# Regional Arts Development Fund 2022-23 Community Grant Application Form

## GENERAL INSTRUCTIONS

- All applicants requesting RADF funding are required to submit an application on or before the closing date.
- Please read Mareeba Shire Council's RADF 2022-23 Guidelines for Community Grant Applications that are available on the Council website [www.msc.qld.gov.au/grants-and-sponsorship/](http://www.msc.qld.gov.au/grants-and-sponsorship/) before completing the application.
- Mark your response to checklists with an "x" or insert a ✓ symbol.
- Return your completed application and supporting material to Mareeba Shire Council's RADF Officer by post, email or in person. Lodgement details are located at Section 5.

## 1. APPLICANT INFORMATION

### 1.1 APPLICANT DETAILS

Refer to Section 4 of the RADF 2022-23 Community Grant Guidelines

Applicant Type: (please select one)	
<input type="checkbox"/> An individual	<input type="checkbox"/> A group or unincorporated organisation
<input type="checkbox"/> An incorporated not-for-profit organisation	<input type="checkbox"/> An arts or cultural company
Applicant Name:	
Contact Person Name:	
Position in Organisation:	
Street Address:	
Postal Address:	
Telephone / Mobile:	
Email Address:	

### 1.2 AUSTRALIAN BUSINESS NUMBER AND GST REGISTRATION

Refer to Sections 11 & 14 of the RADF 2022-23 Community Grant Guidelines

Do you have an Australian Business Number (ABN):		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes,	ABN:		
Registered Business Name:			
Are you Registered for GST:		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Successful applicants who do not have an ABN, will be required to complete a Statement by a Supplier Form.



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**1.3 RADF GRANT HISTORY**

Refer to Sections 4 & 13 of the RADF 2022-23 Community Grant Guidelines

Have you or your group previously applied for a RADF grant?		Yes		No
If successful, have your RADF grants been successfully acquitted?		Yes		No

**2. PROJECT DETAILS**

**2.1 PROJECT INFORMATION**

Refer to Sections 4 & 5 of the RADF 2022-23 Community Grant Guidelines

Project Name:	
Project Brief Description:	
Total project budget (\$):	
RADF grant requested (\$):	
Project Start Date:	
Project Completion Date:	
In which locations (towns) will the project activities be undertaken?	

**2.2 PROJECT TYPE**

Refer to Section 6 of the RADF 2022-23 Community Grant Guidelines

Please select one Project Type that best describes the activities to be delivered:			
<input type="checkbox"/>	Consultation, research, policy development	<input type="checkbox"/>	Performances
<input type="checkbox"/>	Development and promotion of new work	<input type="checkbox"/>	Place-making
<input type="checkbox"/>	Cultural tourism	<input type="checkbox"/>	Professional development activity
<input type="checkbox"/>	Events and Festivals	<input type="checkbox"/>	Publications
<input type="checkbox"/>	Exhibitions and Collections	<input type="checkbox"/>	Workshops
<input type="checkbox"/>	Heritage Protection and Promotion	<input type="checkbox"/>	Other:



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**2.3 PROJECT DESCRIPTION**

*Refer to Sections 1-8 & 13 of the RADF 2022-23 Community Grant Guidelines*

Please provide a comprehensive description of your project, using the subheadings below: (Maximum 600 words)
1. Aims and Objectives
2. Activities and Timeframe
3. Project Facilitators / Volunteers / Other Partners
4. Participants and / or Audiences
5. Locations
6. Other Project Details
7. Expected Outcomes



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**2.4 RESPONSE TO RADF OBJECTIVES AND LOCAL PRIORITIES**

*Refer to Sections 2 & 3 of the RADF 2022-23 Community Grant Guidelines*

To which local priority or RADF objective, does your project best respond? Select one only	
<input type="checkbox"/>	Youth engagement in arts and culture
<input type="checkbox"/>	Cultural tourism
<input type="checkbox"/>	Public mural partnerships
<input type="checkbox"/>	Build local cultural capacity, cultural innovation and community wellbeing
How will project outcomes support RADF objectives and / or local priorities. (Max 300 words).	

**2.5 PROJECT REPORTING**

*Refer to Section 17 of the RADF 2022-23 Community Grant Guidelines*

I am confident that if this project is funded by RADF, then I will be able to complete the RADF Project Outcome Report.	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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**2.6 SAFETY AND PERMISSIONS**

*Refer to Section 15 of the RADF 2022-23 Community Grant Guidelines*

Please outline how you will address the issues of risk management, public liability insurance, and obtaining other relevant licences and permissions. Max 200 words.



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**2.7 ACKNOWLEDGEMENT**

Refer to Section 16 of the RADF 2022-23 Community Grant Guidelines. Further information is available on Arts Queensland's website [Acknowledgement \(arts.qld.gov.au\)](https://arts.qld.gov.au)

Please outline how you will acknowledge the RADF funding towards your project?

**2.8 PROJECT BUDGET**

Refer to Section 11 of the RADF 2022-23 Community Grant Guidelines

1. INCOME		2. EXPENSES	
1A. RADF Grant Requested		2A. Salaries, Fees, Allowances	
• RADF grant requested	\$	•	\$
		•	\$
		•	\$
		•	\$
1B. Cash Contributions from Applicant		2B. Travel / Accommodation / Venue Hire	
•	\$	•	\$
•	\$	•	\$
•	\$	•	\$
•	\$	•	\$
1C. Cash Contributions from Other Sources (Sales, Fees, Grants, Donations)		2C. Materials / Equipment & Other Project Costs	
•	\$	•	\$
•	\$	•	\$
•	\$	•	\$
•	\$	•	\$
1D. In-Kind Contributions (Donations, Voluntary Labour, Discounts)		2D. Administration / Insurance & Permits / Advertising	
•	\$	•	\$
•	\$	•	\$
•	\$	•	\$
•	\$	•	\$
<b>1E. TOTAL INCOME</b>	<b>\$</b>	<b>2E. TOTAL EXPENSES</b>	<b>\$</b>

Please note that 1E. Total Income must equal 2E. Total Expenses

Please list which expenses will be paid from the RADF grant.



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**3. SUPPORT MATERIAL**

Refer to Section 12 of the RADF 2022-23 Community Grant Guidelines

List any support materials that you are including with your application.

**4. APPLICANT AGREEMENT**

Please read each statement below and sign to confirm your acknowledgement and agreement of these terms:

- If the applicant is a group or organisation, I certify that I have appropriate delegation, as authorised by the applicant, to prepare and submit this application on behalf of the applicant.
- I have read Mareeba Shire Council's RADF Guidelines for Community Grants Applications and certify to the best of my knowledge the information provided in this form is correct and discloses full and accurate information of proposed income, expenditure and activities.
- I understand that if Mareeba Shire Council approves this grant application, I will be required to accept the conditions of the grant outlined in MSC Guidelines for Community Grant Applications 2022-23.
- I agree to grant Arts Queensland and Mareeba Shire Council an irrevocable, royalty-free licence, to enable Arts Queensland and Mareeba Shire Council, to use work produced in accordance with the RADF Program, for the purposes of publicising the RADF Program or promoting Queensland's arts and culture.
- I understand that use of my work by Arts Queensland and Mareeba Shire Council for the purposes of publicising the RADF Program or promoting Queensland's arts and culture, does not infringe my Moral Rights.
- I understand that Arts Queensland and Mareeba Shire Council acknowledge and agree that Intellectual Property Rights in works created by a RADF recipient, will not transfer to either Arts Queensland or Mareeba Shire Council as a result of this Agreement.
- I understand that Mareeba Shire Council and Arts Queensland treat all personal information received and collected in accordance with the *Information Privacy Act 2009*.
- I understand that the provisions of the *Right to Information Act 2009* apply to documents in the possession of Arts Queensland and Mareeba Shire Council.

<b>Signature:</b>		<b>Date:</b>	
<b>Name in Full:</b>			
<b>Position in Organisation (if applicable):</b>			
If you are under 18 years of age your legal guardian must also sign this application			
<b>Guardian Signature:</b>		<b>Date:</b>	
<b>Name in Full:</b>			



The Regional Arts Development Fund is a partnership between the Queensland Government and Mareeba Shire Council to support local arts and culture in regional Queensland.



## 5. LODGEMENT AND CLOSING DATE

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Please return your completed RADF Application Form to Mareeba Shire Council by **Tuesday 28 February 2023**. Applications, including supporting material, may be submitted by one of the following methods:

- Post: Senior Community Services Officer, Mareeba Shire Council, PO Box 154, Mareeba Q 4880
- In person: Mareeba Shire Council, 65 Rankin Street, Mareeba Q 4880
- Email: [info@msc.qld.gov.au](mailto:info@msc.qld.gov.au)

For further information please contact Senior Community Services Officer, Mareeba Shire Council:

- Telephone: 1300 308 461 or 4086 4695
- Email: [info@msc.qld.gov.au](mailto:info@msc.qld.gov.au)



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**8.10 ENTERPRISE RISK MANAGEMENT**

**Date Prepared:** 25 May 2022

**Author:** Director Corporate and Community Services

**Attachments:**

1. Proposed amendments to Risk and Issues Management Matrix (Enterprise Risk Register) May 2022 [↓](#)
2. Risk Treatment Plans [↓](#)

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**EXECUTIVE SUMMARY**

Council is presented with proposed amendments to the Risk and Issues Management Matrix (Enterprise Risk Register) following a review by management and Audit Committee.

In accordance with the Enterprise Risk Policy, Risk Treatment Plans are required to be completed for risks identified in the Enterprise Risk Register with 'significant' and 'extreme' residual risks. The associated Risk Treatment Plans are also presented to Council following an organisational wide review.

**RECOMMENDATION**

That Council:

1. Adopts the proposed amendments to the Risk and Issues Management Matrix (Enterprise Risk Register) as attached; and
2. Receives and notes the attached Risk Treatment Plans, acknowledging that the Chief Executive Officer will present to Council all risks and associated risk treatment plans for 'significant' or 'extreme' risks.

**BACKGROUND**

In accordance with Council's Enterprise Risk Process, adoption by Council is to occur once Audit Committee have undertaken a review:

*The risk register will be reviewed and updated on an annual basis, or more frequently where a new or changed risk is identified in the Council reporting process. Once changes have been reviewed and agreed upon by the appropriate members of the Senior Management Team, the Audit Committee should review the risk registers, as presented, for adoption by Council.*

The Enterprise Risk Management Framework, Policy, and Process were adopted by Council on 18 May 2022. Consequently, a review of the Risk and Issues Management Matrix has now been undertaken across all management areas of Council and Council's Audit Committee. The proposed amendments to the Risk and Issues Management Matrix are attached for Council's adoption.

In accordance with the Enterprise Risk Policy, Risk Treatment Plans are required to be completed for 'significant' and 'extreme' risks. The revised risk treatment plans are attached to this report for council's reference and will be presented to Audit Committee in August 2022. Each Risk Treatment Plan identifies treatment action/s, together with the Responsible Officer and a Target Implementation Date.

**RISK IMPLICATIONS****Legal and Compliance**

These reviews have been undertaken in accordance with Council's Enterprise Risk Process and associated Policy and Framework.

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

**IMPLEMENTATION/COMMUNICATION**

The Risk and Issues Management Matrix and associated Risk Treatment Plans are to be presented to Audit Committee.

Ref No	Risk Category	Risk Type	Risk	Risk Control Area	Issue	Change	Reason
R4	Financial	Financial_Risk	Fraud Risk	Fraud Internal Controls	Reliance on Technology One to detect fraud	Change status from Monitoring to Resolved	This risk has been reviewed as part of the ICT Essential 8 and is not identified as an independent risk
R11	Financial	Financial_Risk	Accounting Risk	Unsustainable Financial Decisions	Inadequate or inaccurate financial information relevant to the decisions Councillors are making	Change status from Monitoring to Resolved	Addressed as part of R10
R13	Political / Reputational	Strategic_Risk	Sustainability Risk	Unsustainable Financial Decisions	Ad hoc projects performed outside of planned activities resulting in a budget shortfall or deficit financial position	Change status from Monitoring to Resolved	Addressed as part of R6
R16	Service Delivery / IT	Human_Resources	Talent Management Risk	Rates Process	Reliance on key staff to keep the Technology One P&R rates system operational	Change status from Monitoring to Resolved	Addressed as part of R71
R17	Financial	Financial_Risk	Accounting Risk	Rates Process	Accuracy of water consumption data prepare revenue models	Change status from Monitoring to Resolved	No longer a risk as total revenue is used as a forecasting model not data reads
R19	Service Delivery / IT	Human_Resources	Talent Management Risk	Stores Process	Sections of Council not working effectively within the organisation	Change Likelihood from 3 to 2	This is no longer a risk since new MSC has been operating effectively and has replaced a number of staff in past 8 years
R21	Service Delivery / IT	Human_Resources	Training Risk	Process Controls	Inadequate knowledge of processes and systems	Change Likelihood from 3 to 2	This is no longer a risk since new MSC has been operating effectively and has replaced a number of staff in past 8 years
R35	Service Delivery / IT	Information_Technology	Technology Quality Risk	Communication Hardware	ISDN network decommissioning (in 2022)	Change status from Monitoring to Closed	Work has been completed and a new solution implemented
R37	Service Delivery / IT	Operational_Risk	Infrastructure Risk	Cemetery Operations	Kuranda Cemetery capacity	Change Likelihood rating from 5 to 2 / Change status from Open to Resolved	Land has been purchased and a design layout approved. Budgeted to occur in 2022/23
R43	Service Delivery / IT	Operational_Risk	Operational Quality Risk	Water Pressure	Water pressure not meet hydrant pressure requirements	Change Likelihood rating from 3 to 4 / Change status from Monitoring to Open	Recent investigations have noted issues which will be rectified in accordance with RTP
R44	Infrastructure & Assets	Strategic_Risk	Sustainability Risk	Water Availability	Chillagoe Water supply running out	Change Likelihood rating from 4 to 2 / Change status from Open to Resolved	New Reservoir and Bores have been commissioned in May 2022
R46	Service Delivery / IT	Macro_Risk	Force Majeure	Waste Facility	Access to Waste Facility for large vehicles during wet season	Change status from Monitoring to Resolved	Modifications/Enhancements to Waste Facility completed in 2021
R47	Financial	Financial_Risk	Contract Risk	Contract Management	Internal Audit	Change status from Monitoring to Resolved	Not considered a material risk
R58	Political / Reputational	Macro_Risk	Force Majeure	Economic Sustainability	Agriculture disease effecting the industry	Change status from Monitoring to Closed	This is not a risk that Council can control or advocate for
R59	Legal / Compliance	Macro_Risk	Force Majeure	Economic Sustainability	Lack of agriculture water	Change Likelihood rating from 4 to 2 / Change status from Resolved to Closed	At a high level Council advocates for more secure water for agriculture but this is beyond Council's control
R61	Political / Reputational	Strategic_Risk	Economic Risk	Economic Sustainability	Kuranda Tourism effect on the dollar	Change status from Open to Closed	This is not a risk that Council can control or advocate for
R62	Political / Reputational	Strategic_Risk	Economic Risk	Economic Sustainability	Agriculture effected by the dollar	Change impact to 1 Change status from Resolved to Closed	This is not a risk that Council can control or advocate for
R63	Political / Reputational	Strategic_Risk	Economic Risk	Kuranda Tourism	Kuranda Tourism product life cycle maturing	Change status from Monitoring to Closed	This is not a risk that Council can control or advocate for
R67	Legal / Compliance	Regulatory_Risk	Compliance Risk	Native Title	Native Title and Cultural Significance requirements	Change status from Monitoring to Resolved	Captured as part of R64 and R65
R68	Service Delivery / IT	Human_Resources	Talent Management Risk	Native Title	Native Title and Cultural Significance knowledge	Change status from Monitoring to Resolved	Legal Office now manages this in conjunction with Legal firm
R71	Service Delivery / IT	Human_Resources	Talent Management Risk	Succession Plan	Staff succession planning lacking	Add (including ageing workforce) to Issue	Added from R71
R72	Service Delivery / IT	Human_Resources	Talent Management Risk	Succession Plan	Ageing workforce	Change Likelihood to 4 Change status from Open to Closed	This is captured as part of R71
R73	Health & Safety	Human_Resources	Workplace Safety Risk	Health & Safety	Workforce risk of injury	Change status from Monitoring to Resolved	This is captured in R75
R74	Service Delivery / IT	Human_Resources	Talent Management Risk	Succession Plan	Skill gap problems are not documented	Change status from Monitoring to Resolved	This is captured as part of R71
R78	Service Delivery / IT	Human_Resources	Training Risk	Leadership Training	Cohesive culture of leadership lacking	Change status from Monitoring to Closed	Council has had consistent management/leadership in past 8 years. No longer a material risk.
R83	Service Delivery / IT	Strategic_Risk	Corporate Governance Risk	Business Continuity	Lack of formal Business Continuity Planning	Change status from Monitoring to Resolved	BCP's have been in place for over 2 years

R84	Legal / Compliance	Regulatory_Risk	Compliance Risk	State Community Housing	Compliance process for State Community Housing	Change status from Monitoring to Resolved	Successful transition to community management has resolved this risk
R85	Service Delivery / IT	Human_Resources	Talent Management Risk	State Community Housing	Reliance on key staff with State Community Housing	Change Likelihood from 3 to 2	Successful transition to community management has resolved this risk
R86	Political / Reputational	Macro_Risk	Political Risk	State Community Housing	Demand for Aged Care Facility in Mareeba	Change status from Open to Closed	This is not a risk that Council can overcome
R87	Service Delivery / IT	Operational_Risk	Operational Quality Risk	Mareeba Library	Mareeba Library not fit for purpose	Change status from Monitoring to Resolved	New Library in Cedric Davies Community Hub opened in 2021
R88	Service Delivery / IT	Strategic_Risk	Business Risk	Business Continuity	No Information Technology Disaster Recovery Plan	Change status from Monitoring to Closed	DRP part of BCP and resolved through SaaS and Kowa Street backups
R89	Service Delivery / IT	Operational_Risk	Infrastructure Risk	Pound Facility	Mareeba Pound Facility is not compliant with multiple regulations and has exceeded it useful life	Change Likelihood to 1 Change status from Open to Resolved	New Animal Refuge opened in 2021
R90	Service Delivery / IT	Operational_Risk	Product Failure Risk	Business Continuity	Business Continuity Process is not documented for Water and the Sewerage is with the overflow policy.	Change Likelihood to 2 Change status from Open to Monitoring	BCP is in place and will be further reviewed in 2022.
R93	Infrastructure & Assets	Operational_Risk	Operational Quality Risk	Inspection Program	Following Bridge inspection process and informing of non-inspections or increased inspections	Change Likelihood from 4 to 3	Progress has been made regarding bridge inspections and Asset Management sub-plan
R94	Legal / Compliance	Regulatory_Risk	Liability Risk	Bridge Safety	Safety and Civil Liability Risk. Compliance with the Civil Liability Act 2003 includes taking precautions against foreseeable and significant risks where reasonable and affordable.	Change Likelihood from 4 to 3	Progress has been made regarding bridge inspections and Asset Management sub-plan
R95	Infrastructure & Assets	Operational_Risk	Infrastructure Risk	Wastewater Trunk Infrastructure	Aging Sewer Trunk and Rising Mains. MSC has insufficient condition	Change Likelihood from 4 to 3	Progress has been made regarding replacement of mains
R98	Legal / Compliance	Regulatory_Risk	Compliance Risk	Community Housing Complaints & Dispute Resolution	MSC community housing tenants aren't aware of the channels available to them to review or appeal decisions.	Change status from Monitoring to Closed	Successful transition to community management has resolved this risk
R101	Legal / Compliance	Regulatory_Risk	Compliance Risk	National Heavy Vehicle Register	New regulations increase the risk of council becoming non-compliant	Change status from Monitoring to Resolved	New processes have been in place for NHVR for a number of years now
R102	Political / Reputational	Strategic_Risk	Corporate Governance Risk	Familiarity Threat	Long Standing Councillors working a long with long standing council managers	Change Likelihood from 3 to 2	Councillors are regularly reminded of obligations, regulations and outcomes if the relationships are overplayed
R105	Legal / Compliance	Regulatory_Risk	Liability Risk	Inspection Program public used assets	minimum inspections are not been conduct or inadequately recorded of footpaths - assessment B large injury	Change Likelihood from 4 to 3 / Change status from Open to Monitoring	Footpath inspections have been captured and an annual program of works is committed to renewals
R107	Infrastructure & Assets	Regulatory_Risk	Liability Risk	Inspection Program Social Housing including test and tag	Newer units wired with multiple circuits on one safety switch	Change status from Monitoring to Resolved	All units have safety switches installed
R108	Infrastructure & Assets	Regulatory_Risk	Liability Risk	Inspection Program Social Housing including test and tag	Lights and hot waters systems on circuit breakers	Change status from Monitoring to Resolved	All units are fully compliant with safety regulations



**RISK TREATMENT PLAN**

<b>Risk Register ID</b>	<b>R43</b>
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<b>Area/Department</b>	Infrastructure	<b>Risk Category</b>	Service Delivery/IT
<b>Date Treatment Developed</b>	16/05/22	<b>Risk Type</b>	Operational Risk
<b>Risk Owner</b>	Manager Water & Waste	<b>Risk Control Area</b>	Water Pressure

Risk Issue Description	Control Effectiveness	Risk Treatment			Monitor & Review
		Treatment Action	Responsibility	Implementation Date	
<p><i>Provide a description of what the risk is. Including Potential Causes and Consequences</i></p>	<p><i>Last known control risk rating (significant or extreme)</i></p> <p><i>Provide cause of control risk rating.</i></p>	<p><i>Selecting the most appropriate treatment option involves balancing the costs and efforts of implementation against the benefits derived.</i></p> <p><i>Some examples of treatment options are:</i></p> <ul style="list-style-type: none"> <li><i>Preventative - These types of controls focus on preventing the risk occurring.</i></li> <li><i>Detective - Detect risk or issues and report.</i></li> <li><i>Corrective - These controls typically respond, recovery, and prevent further occurrences.</i></li> <li><i>Recovery-focused - This control is not a matter or reducing the risk but a reduction in the consequence by having efficient processes for recovery.</i></li> <li><i>Directive - Direct adjustment in policies, procedures or guidelines.</i></li> <li><i>Deterrent - Introducing an element that discourages violations or the risk.</i></li> </ul>	<p><i>Assign person to authorise the time and resources required for risk treatment.</i></p> <p><i>Assigned person must implement the risk treatment.</i></p>	<p><i>Agreed timeframes must be established to outline when risk treatment will be achieved and completed.</i></p>	<p><i>Consideration must be given to how risk treatment will be monitored to assess whether the treatment is effective.</i></p> <p><i>The frequency and method of how progress against treatment plans is reported must be defined.</i></p>



**RISK TREATMENT PLAN**

<p>Water pressure does not meet hydrant pressure requirements</p>	<p>Significant <i>Prioritised for grant funding applications and funding has been sourced and allocated to the design and construction of a new water pressure booster station</i></p>	<ul style="list-style-type: none"> <li>• Mareeba Water Strategy</li> <li>• Construct a new water booster pump station to provide sufficient water pressure to the Mareeba Township</li> <li>• Ensure that development conditions imposed on developers specify compliance with the development standards set out in the FNQROC Development Manual as far as the provision of infrastructure assets is concerned</li> <li>• Engineering plans and drawings submitted with development applications are thoroughly checked by Council's Engineers to ensure appropriate design standards have been met and meet ADAC IPEWA template</li> </ul>	<p>Manager Water &amp; Waste</p> <p>Manager Technical Services</p> <p>Manager Development &amp; Governance</p>	<p>Adopted by Council</p>	<p>Review June 2024</p>
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### RISK TREATMENT PLAN

<b>Risk Register ID</b>	<b>R53</b>
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<b>Area/Department</b>	Infrastructure	<b>Risk Category</b>	Infrastructure & Assets
<b>Date Treatment Developed</b>		<b>Risk Type</b>	Operational Risk
<b>Risk Owner</b>	Manager Works	<b>Risk Control Area</b>	Drainage Maintenance Program

Risk Issue Description	Control Effectiveness	Risk Treatment			Monitor & Review
		Treatment Action	Responsibility	Implementation Date	
Drainage infrastructure not maintained efficiently and effectively to stop overflows or washing infrastructure away	Significant	<ul style="list-style-type: none"> <li>Asset Register Data Verification Round 2 - Confirmation of hard to visually inspect locations</li> <li>Asset Management Sub-Plan</li> <li>Inspection Program link to a Works order program</li> </ul>	Manager Technical Services  Manager Technical Services  Manager Technical Services / Works Manager	June 2023  June 2024  June 2023	June 2023



### RISK TREATMENT PLAN

**Risk Register ID**      **R79**

<b>Area/Department</b>	Corporate and Community Services	<b>Risk Category</b>	Service Delivery/IT
<b>Date Treatment Developed</b>	16/08/18	<b>Risk Type</b>	Strategic Risk
<b>Risk Owner</b>	Manager Development & Governance	<b>Risk Control Area</b>	LGIP

Risk Issue Description	Control Effectiveness	Risk Treatment			Monitor & Review
		Treatment Action	Responsibility	Implementation Date	
<i>Provide a description of what the risk is. Including Potential Causes and Consequences</i>	<i>Last known control risk rating (significant or extreme) Provide cause of control risk rating.</i>	<p>Selecting the most appropriate treatment option involves balancing the costs and efforts of implementation against the benefits derived.</p> <p>Some examples of treatment options are:</p> <ul style="list-style-type: none"> <li>Preventative - These types of controls focus on preventing the risk occurring.</li> <li>Detective - Detect risk or issues and report.</li> <li>Corrective - These controls typically respond, recovery, and prevent further occurrences.</li> <li>Recovery-focused - This control is not a matter or reducing the risk but a reduction in the consequence by having efficient processes for recovery.</li> <li>Directive - Direct adjustment in policies, procedures or guidelines.</li> <li>Deterrent - Introducing an element that discourages violations or the risk.</li> </ul>	<p>Assign person to authorise the time and resources required for risk treatment.</p> <p>Assigned person must implement the risk treatment.</p>	<p>Agreed timeframes must be established to outline when risk treatment will be achieved and completed.</p>	<p>Consideration must be given to how risk treatment will be monitored to assess whether the treatment is effective.</p> <p>The frequency and method of how progress against treatment plans is reported must be defined.</p>
Inadequate development contributions	Significant	<ul style="list-style-type: none"> <li>Developer Contributions and LGIP                             <ul style="list-style-type: none"> <li>Review of Current Develop Contributions Reserve. (complete)</li> <li>Review of deficiencies in Developer Contributions to pay for infrastructure</li> <li>Review LGIP and adopt new LGIP and develop contribution.</li> </ul> </li> </ul>	Manager Development and Governance	June 2023	June 2023



**RISK TREATMENT PLAN**

<b>Risk Register ID</b>	<b>R81</b>
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<b>Area/Department</b>	Corporate and Community Services	<b>Risk Category</b>	Service Delivery/IT
<b>Date Treatment Developed</b>		<b>Risk Type</b>	Operational Risk
<b>Risk Owner</b>	Manager Development & Governance	<b>Risk Control Area</b>	Development Inspection

Risk Issue Description	Control Effectiveness	Risk Treatment			Monitor & Review
		Treatment Action	Responsibility	Implementation Date	
<i>Provide a description of what the risk is. Including Potential Causes and Consequences</i>	<i>Last known control risk rating (significant or extreme) Provide cause of control risk rating.</i>	<i>Selecting the most appropriate treatment option involves balancing the costs and efforts of implementation against the benefits derived. Some examples of treatment options are:</i> <ul style="list-style-type: none"> <li><i>Preventative - These types of controls focus on preventing the risk occurring.</i></li> <li><i>Detective - Detect risk or issues and report.</i></li> <li><i>Corrective - These controls typically respond, recovery, and prevent further occurrences.</i></li> <li><i>Recovery-focused - This control is not a matter or reducing the risk but a reduction in the consequence by having efficient processes for recovery.</i></li> <li><i>Directive - Direct adjustment in policies, procedures or guidelines.</i></li> <li><i>Deterrent - Introducing an element that discourages violations or the risk.</i></li> </ul>	<i>Assign person to authorise the time and resources required for risk treatment. Assigned person must implement the risk treatment.</i>	<i>Agreed timeframes must be established to outline when risk treatment will be achieved and completed.</i>	<i>Consideration must be given to how risk treatment will be monitored to assess whether the treatment is effective. The frequency and method of how progress against treatment plans is reported must be defined.</i>
Developer built assets are not meeting desired asset useful life	Significant	<ul style="list-style-type: none"> <li>Review of inspection process and information gathering by Council.</li> <li>Develop a process of detecting and reporting recent developer sub-standard assets</li> <li>Investigate appropriate tools and mechanisms that could be used to hold developers accountable.</li> </ul>	Manager Development & Governance  Manager Technical Services	December 2022  June 2023  December 2023	June 2023



### RISK TREATMENT PLAN

**Risk Register ID** R91

<b>Area/Department</b>	Infrastructure	<b>Risk Category</b>	Infrastructure & Assets
<b>Date Treatment Developed</b>	16/08/18	<b>Risk Type</b>	Strategic Risk
<b>Risk Owner</b>	Manager Water & Waste	<b>Risk Control Area</b>	Water Availability

Risk Issue Description	Control Effectiveness	Risk Treatment			Monitor & Review
		Treatment Action	Responsibility	Implementation Date	
<i>Provide a description of what the risk is. Including Potential Causes and Consequences</i>	<i>Last known control risk rating (significant or extreme) Provide cause of control risk rating.</i>	<i>Selecting the most appropriate treatment option involves balancing the costs and efforts of implementation against the benefits derived. Some examples of treatment options are:</i> <ul style="list-style-type: none"> <li><i>Preventative - These types of controls focus on preventing the risk occurring.</i></li> <li><i>Detective - Detect risk or issues and report.</i></li> <li><i>Corrective - These controls typically respond, recovery, and prevent further occurrences.</i></li> <li><i>Recovery-focused - This control is not a matter or reducing the risk but a reduction in the consequence by having efficient processes for recovery.</i></li> <li><i>Directive - Direct adjustment in policies, procedures or guidelines.</i></li> <li><i>Deterrent - Introducing an element that discourages violations or the risk.</i></li> </ul>	<i>Assign person to authorise the time and resources required for risk treatment. Assigned person must implement the risk treatment.</i>	<i>Agreed timeframes must be established to outline when risk treatment will be achieved and completed.</i>	<i>Consideration must be given to how risk treatment will be monitored to assess whether the treatment is effective. The frequency and method of how progress against treatment plans is reported must be defined.</i>
Mareeba Water supply cost effective access	Significant	<ul style="list-style-type: none"> <li>Negotiations with Sunwater (on hold)</li> <li>Cost Benefit Analysis</li> </ul>	Manager Water & Waste	June 2023	June 2023



### RISK TREATMENT PLAN

**Risk Register ID** R95

<b>Area/Department</b>	Infrastructure	<b>Risk Category</b>	Infrastructure & Assets
<b>Date Treatment Developed</b>	16/05/22	<b>Risk Type</b>	Operational Risk
<b>Risk Owner</b>	Manager Water & Waste	<b>Risk Control Area</b>	Wastewater Trunk Infrastructure

Risk Issue Description	Control Effectiveness	Risk Treatment			Monitor & Review
		Treatment Action	Responsibility	Implementation Date	
<i>Provide a description of what the risk is. Including Potential Causes and Consequences</i>	<i>Last known control risk rating (significant or extreme) Provide cause of control risk rating.</i>	<p>Selecting the most appropriate treatment option involves balancing the costs and efforts of implementation against the benefits derived.</p> <p>Some examples of treatment options are:</p> <ul style="list-style-type: none"> <li>Preventative - These types of controls focus on preventing the risk occurring.</li> <li>Detective - Detect risk or issues and report.</li> <li>Corrective - These controls typically respond, recovery, and prevent further occurrences.</li> <li>Recovery-focused - This control is not a matter or reducing the risk but a reduction in the consequence by having efficient processes for recovery.</li> <li>Directive - Direct adjustment in policies, procedures or guidelines.</li> <li>Deterrent - Introducing an element that discourages violations or the risk.</li> </ul>	<p>Assign person to authorise the time and resources required for risk treatment.</p> <p>Assigned person must implement the risk treatment.</p>	<p>Agreed timeframes must be established to outline when risk treatment will be achieved and completed.</p>	<p>Consideration must be given to how risk treatment will be monitored to assess whether the treatment is effective.</p> <p>The frequency and method of how progress against treatment plans is reported must be defined.</p>
Mareeba wastewater reticulation network aged and insufficient capacity mains resulting in surcharges and system choking.	Significant Prioritised for ongoing sewer relining works and grant funding applications and funding can be allocated if unsuccessful	<ul style="list-style-type: none"> <li>Developed a forward 10-year capital works program to relining sewer mains where necessary aligned with the LGIP and the construction and upgrading to sewer trunk mains for the Mareeba township.</li> </ul>	Manager Water & Waste	To ensure ongoing sewer relining and upgrades to the trunk infrastructure for Mareeba, projects have been included in the 2022-2023 capital works budget to ensure conformity with the 10 year works program.	June 2025



### RISK TREATMENT PLAN

**Risk Register ID** R96

<b>Area/Department</b>	Infrastructure	<b>Risk Category</b>	Infrastructure & Assets
<b>Date Treatment Developed</b>	16/05/22	<b>Risk Type</b>	Operational Risk
<b>Risk Owner</b>	Manager Water & Waste	<b>Risk Control Area</b>	Manhole Replacement

Risk Issue Description	Control Effectiveness	Risk Treatment			Monitor & Review
		Treatment Action	Responsibility	Implementation Date	
<i>Provide a description of what the risk is. Including Potential Causes and Consequences</i>	<i>Last known control risk rating (significant or extreme) Provide cause of control risk rating.</i>	<p>Selecting the most appropriate treatment option involves balancing the costs and efforts of implementation against the benefits derived.</p> <p>Some examples of treatment options are:</p> <ul style="list-style-type: none"> <li>Preventative - These types of controls focus on preventing the risk occurring.</li> <li>Detective - Detect risk or issues and report.</li> <li>Corrective - These controls typically respond, recovery, and prevent further occurrences.</li> <li>Recovery-focused - This control is not a matter or reducing the risk but a reduction in the consequence by having efficient processes for recovery.</li> <li>Directive - Direct adjustment in policies, procedures or guidelines.</li> <li>Deterrent - Introducing an element that discourages violations or the risk.</li> </ul>	<p>Assign person to authorise the time and resources required for risk treatment.</p> <p>Assigned person must implement the risk treatment.</p>	<p>Agreed timeframes must be established to outline when risk treatment will be achieved and completed.</p>	<p>Consideration must be given to how risk treatment will be monitored to assess whether the treatment is effective.</p> <p>The frequency and method of how progress against treatment plans is reported must be defined.</p>
Mareeba wastewater reticulation network aged and insufficient sewer manholes resulting in surcharges and system infiltration.	Significant Prioritised for ongoing sewer manhole remediation works.	<ul style="list-style-type: none"> <li>Developed a forward 10-year capital works program to the remediation of sewer manholes where necessary aligned with the construction and upgrading to sewer trunk mains for the Mareeba township.</li> </ul>	Manager Water & Waste	To ensure ongoing sewer manhole remediation works and upgrades to the reticulation infrastructure for Mareeba, projects have been included in the 2022-2023 capital works budget to ensure conformity with the 10 year works program.  The investment required to remediate existing manholes or replace as required.	June 2025



### RISK TREATMENT PLAN

**Risk Register ID** R97

<b>Area/Department</b>	Infrastructure	<b>Risk Category</b>	Infrastructure & Assets
<b>Date Treatment Developed</b>	16/05/22	<b>Risk Type</b>	Operational Risk
<b>Risk Owner</b>	Manager Water & Waste	<b>Risk Control Area</b>	Wastewater Reticulation Network

Risk Issue Description	Control Effectiveness	Risk Treatment			Monitor & Review
		Treatment Action	Responsibility	Implementation Date	
<i>Provide a description of what the risk is. Including Potential Causes and Consequences</i>	<i>Last known control risk rating (significant or extreme) Provide cause of control risk rating.</i>	<p>Selecting the most appropriate treatment option involves balancing the costs and efforts of implementation against the benefits derived.</p> <p>Some examples of treatment options are:</p> <ul style="list-style-type: none"> <li>Preventative - These types of controls focus on preventing the risk occurring.</li> <li>Detective - Detect risk or issues and report.</li> <li>Corrective - These controls typically respond, recovery, and prevent further occurrences.</li> <li>Recovery-focused - This control is not a matter or reducing the risk but a reduction in the consequence by having efficient processes for recovery.</li> <li>Directive - Direct adjustment in policies, procedures or guidelines.</li> <li>Deterrent - Introducing an element that discourages violations or the risk.</li> </ul>	<p>Assign person to authorise the time and resources required for risk treatment.</p> <p>Assigned person must implement the risk treatment.</p>	<p>Agreed timeframes must be established to outline when risk treatment will be achieved and completed.</p>	<p>Consideration must be given to how risk treatment will be monitored to assess whether the treatment is effective.</p> <p>The frequency and method of how progress against treatment plans is reported must be defined.</p>
Mareeba wastewater reticulation network aged and insufficient capacity mains resulting in surcharges and system choking.	Significant Prioritised for sewer upgrading works and grant funding applications and funding can be allocated if unsuccessful.	<ul style="list-style-type: none"> <li>Developed a forward 10-year capital works program to upgrade and replace aged and undersized sewer mains where necessary aligned with the LGIP and the construction and upgrading to sewer trunk mains for the Mareeba township.</li> </ul>	Manager Water & Waste	<p>To ensure ongoing sewer upgrades to the reticulated sewer infrastructure for Mareeba, projects have been included in the 10 year capital works program.</p> <p>The investment required to construct and upgrade the new sewer reticulation network.</p>	June 2025



### RISK TREATMENT PLAN

**Risk Register ID** R104

<b>Area/Department</b>	Technical Services	<b>Risk Category</b>	Legal / Compliance		
<b>Date Treatment Developed</b>		<b>Risk Type</b>	Regulatory Risk / Liability Risk		
<b>Risk Owner</b>	Technical Services	<b>Risk Control Area</b>	Inspection Program public used facilities		
Risk Issue Description	Control Effectiveness	Risk Treatment			Monitor & Review
		Treatment Action	Responsibility	Implementation Date	
<i>Provide a description of what the risk is. Including Potential Causes and Consequences</i>	<i>Last known control risk rating (significant or extreme) Provide cause of control risk rating.</i>	<i>Selecting the most appropriate treatment option involves balancing the costs and efforts of implementation against the benefits derived. Some examples of treatment options are:</i> <ul style="list-style-type: none"> <li><i>Preventative - These types of controls focus on preventing the risk occurring.</i></li> <li><i>Detective - Detect risk or issues and report.</i></li> <li><i>Corrective - These controls typically respond, recovery, and prevent further occurrences.</i></li> <li><i>Recovery-focused - This control is not a matter or reducing the risk but a reduction in the consequence by having efficient processes for recovery.</i></li> <li><i>Directive - Direct adjustment in policies, procedures or guidelines.</i></li> <li><i>Deterrent - Introducing an element that discourages violations or the risk.</i></li> </ul>	<i>Assign person to authorise the time and resources required for risk treatment. Assigned person must implement the risk treatment.</i>	<i>Agreed timeframes must be established to outline when risk treatment will be achieved and completed.</i>	<i>Consideration must be given to how risk treatment will be monitored to assess whether the treatment is effective.  The frequency and method of how progress against treatment plans is reported must be defined.</i>
Serious injury due to defect while the public is accessing or using a public facility	Current defects are notified by;  1. Cleaning contractors or public customer requests.  2. Inspection of Facilities by Council Staff	Develop Public Facilities Inspection schedule for management approval.	Technical Services	20 September 2022	Ongoing
		Inspect all Council managed facilities within the portfolio.	Technical Services	30 June 2023	
		Develop intervention levels and response times for defect repairs for management approval.	Technical Services	30 December 2023	
		Transition defect data and scheduling to T1 Defects module and T1 Works Orders	Technical and CCS	June 2023	
		Update Asset Management Plan to incorporate buildings and facilities	Technical Services	June 2024	



**8.11 AUDITOR-GENERAL'S 2022 INTERIM REPORT**

**Date Prepared:** 26 May 2022  
**Author:** Manager Finance  
**Attachments:** 1. [MSC Interim Report](#) [↓](#)

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**EXECUTIVE SUMMARY**

Section 213 of the *Local Government Regulation 2012* requires that the auditor-general's observation report be tabled at the next ordinary meeting of the local government following receipt of the report.

**RECOMMENDATION**

That Council receives and notes the attached report.

**BACKGROUND**

Each financial year Council's financial statements must be audited and for the 2021/22 financial year Council's auditors are Grant Thornton as the contract auditors on behalf of Queensland Audit Office.

An auditor-general's observation report is a report about the audit prepared under section 54 of the *Auditor-General Act 2009* that includes observations and suggestions made by the auditor-general about anything arising out of the audit.

Auditors conducted an interim audit, for the period 1 July 2021 to 31 March 2022, conducted electronically with no onsite attendance.

No significant deficiencies were identified.

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

Nil

***Operating***

Nil

**RISK IMPLICATIONS**

Nil

**LINK TO CORPORATE PLAN**

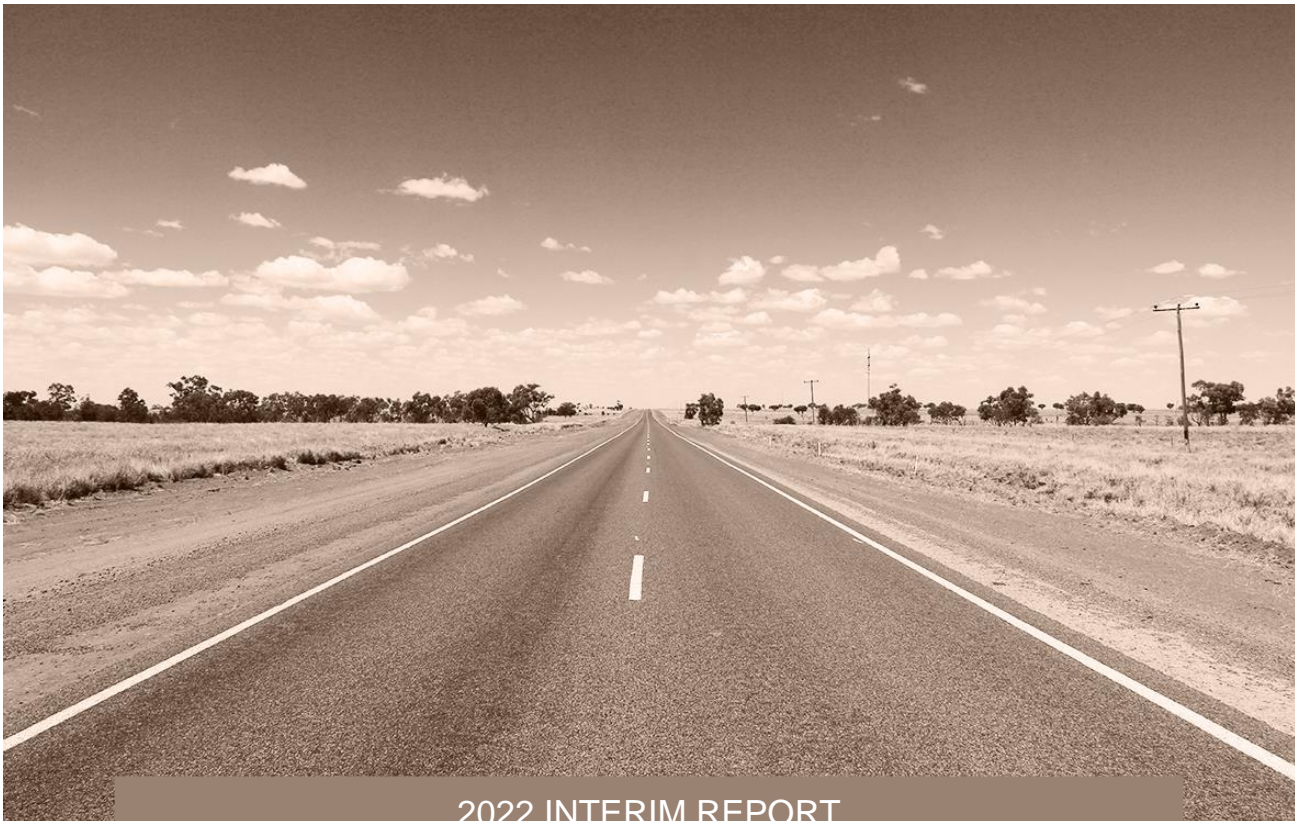
**Financial Sustainability:** A council that continuously looks for savings and opportunities while managing council's assets and reserves to ensure a sustainable future in a cost-effective manner.

**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





2022 INTERIM REPORT

## Mareeba Shire Council

24 May 2022

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24 May 2022

Mrs Angela Toppin  
Mayor  
Mareeba Shire Council  
PO Box 154  
MAREEBA QLD 4880

Dear Angela

**2022 Interim report**

We present to you our interim report for Mareeba Shire Council for the financial year ending 30 June 2022.

This report details the results of our interim work performed to 31 March 2022. In this phase we assessed the design and implementation of your internal controls, and whether they are operating effectively. The internal controls that we assessed are those key controls we intend to rely on in auditing your financial statements. Our audit does not assess all controls that council have implemented across the organisation.

Under the Australian Auditing Standards, we are required to communicate to you any significant deficiencies in your control environment identified from our audit process. We have not identified any such significant deficiencies.

We have also undertaken work over the areas of audit focus that were communicated in our external audit plan. To date, our work has not identified any significant deficiencies in your internal controls.

Please note that under section 213 of the Local Government Regulation 2012, you must present a copy of this report at your council's next ordinary meeting.

The *Auditor-General Act 2009* requires the Auditor-General to report to parliament on an issue raised during an audit if they consider it to be significant. The results of our audit will be included in our report to parliament on results of Local Government.

If you have any questions or would like to discuss the audit report, please contact me on (07) 4046 8888 or Shaye Rankine on (07) 4046 8852.

Yours sincerely

Andrew Cornes  
Partner

Enc.

cc. Peter Franks, Chief Executive Officer  
Ruth Faulkner, Chair, Audit Committee

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Queensland Audit Office  
Level 13, 53 Albert Street, Brisbane Qld 4000  
PO Box 15396, City East Qld 4002

Phone 07 3149 6000  
Email [qao@qao.qld.gov.au](mailto:qao@qao.qld.gov.au)  
Web [www.qao.qld.gov.au](http://www.qao.qld.gov.au)  
 Queensland Audit Office (QAO)

2022 Interim report

# 1. Summary

We completed our audit planning phase and issued an external audit plan on 21 February 2022. This report details our audit findings from the work we performed on the key controls identified during the audit planning phase over other revenue, materials and services, payroll and additions to property, plant and equipment.

## Internal controls

### Deficiencies:

- 3 raised in the current year, relating to information and communication

### Financial reporting matters

- 1 unresolved from prior years

Based on the results of our testing completed to date and the resolution of prior year issues, we have determined your internal control environment does support an audit strategy that can rely upon these controls.

## Areas of audit focus

In addition to the above, we have also performed work over the areas of audit focus that were identified in the external audit plan.

Our progress against the areas of audit focus is on track.

## Milestones—On track

All milestones to date have been achieved.

## Audit fees—On track

- Invoiced to date: \$nil
- Remaining fee: \$119,800 (inc. travel)

2022 Interim report

## 2. Status of issues

### Internal control issues

The following table identifies the number of deficiencies in internal controls and other matters we have identified. Details of deficiencies and other matters that we identified during our interim audit are outlined further in this section. Refer to section 3 Prior year issues for the status of prior year issues.

Internal control issues by COSO element	Number of significant deficiencies		Number of deficiencies		Rating
	Current year issues	Prior year unresolved issues	Current year issues	Prior year unresolved issues	
Control environment <i>Structures, policies, attitudes and values that influence daily operations</i>	-	-	-	-	●
Risk assessment <i>Processes for identifying, assessing and managing risk</i>	-	-	-	-	●
Control activities <i>Implementation of policies and procedures to prevent or detect errors and safeguard assets</i>	-	-	-	-	●
Information and communication <i>Systems to capture and communicate information to achieve reliable financial reporting</i>	-	-	3	-	●
Monitoring activities <i>Oversight of internal controls for existence and effectiveness</i>	-	-	-	-	●

Our ratings: **Effective** – No significant deficiencies identified; **Partially effective** – One significant deficiency identified; **Ineffective** – More than one significant deficiency identified.

The following section details control deficiencies identified as at 31 March 2022. It includes a response from management.

Our ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: [www.qao.qld.gov.au/information-internal-controls](http://www.qao.qld.gov.au/information-internal-controls) or scan the QR code.



**Internal control issues**



Significant deficiency



Deficiency



Other matter

2022 Interim report

## 2. Status of issues (continued)



### Deficiency

#### 22IR-1 Absence of IT Continuity/ Recovery Plans

##### Information and communication

###### Observation

We noted that documentation to outline IT recovery or continuity procedures during a disruption event such as an IT Disaster Recovery Plan has not been developed.

We understand that management is reliant on the system vendor's recovery capabilities, however there is no monitoring process or assurance sought from vendors over backup testing and restoration processes.

###### Implication

Absence of these plans or assurance can result in failure to recover critical systems and services in a timely manner and/or loss or corruption of data.

###### QAO recommendation

We recommend IT Disaster Recovery Plan documentation be developed for key processes at the organisation and included within the Council's Business Continuity Plan. These should take into consideration services provided by third support parties.

These plans should then be subject to regular and periodic review and tests to ensure they remain accurate and reflective of the current environment. Results from these tests should be formally recorded and actions undertaken to refine these plans.

Alternatively, obtain confirmation or independent assurance over the tests performed by the vendor annually.

###### Management response

Management note the recommendation and confirm that a review of the BCP is scheduled for completion by December 2022.

Responsible officer: Manager Information Systems

Status: Work in progress

Action date: 31 December 2022

#### 22IR-2 IT Password Policy Enhancements

##### Information and communication

###### Observation

Password and authentication requirements at the Council are governed by the Password Management Policy. We compared these requirements and current password configuration with recommended practice. While some requirements and configured parameters were in line with best practice, we noted some gaps worthy of Council consideration. Details are given below:

- Maximum password age – Council's policy and system configuration allows passwords not to age out, but requiring a password reset to be enforceable if required. Passwords that remain unchanged for a prolonged period of time are more susceptible to be compromised. A maximum password age of 90 days is suggested for regular passwords or of 180 days in the case where passphrases are adopted.

2022 Interim report

## 2. Status of issues (continued)

---

- Password history – Council's policy doesn't define a required history of past passwords to be remembered. We note the system configuration of remembering 24 prior passwords is in line with best practice.
- Account lockout threshold – Council's policy is not specific regarding the threshold number, as it only mentions that repeated failed authentication attempts may result in user being blocked. Current system configuration allows 50 invalid logon attempts, while best practice suggest implementing a limit of 5 or less incorrect attempts.
- Account lockout duration – Council's policy does not specify a minimum lockout duration and system configuration enforces a 10 minute duration. Best practise suggests that where a user locks themselves out of their account that an administrator is required to reset access or enforce a 30 minute duration.

### Implication

Without clear and comprehensive documented password requirements, password configuration across IT systems might not be implemented consistency and/or meet the Council's security expectations. Passwords without robust configurations might result in the compromise of user accounts.

### QAO recommendation

We recommend management to enhance the existing policy governing configuration of passwords in network and applications in alignment with recommended practice where possible. In case these cannot be implemented due to technical limitations or business decisions, these deviations should be documented and approved.

### Management response

Further to outcomes from the Essential 8 independent review which was undertaken this year, the Executive Management Team note the recommendation and confirms that current business practices are operating at an acceptable risk level.

Responsible officer: Manager Information Systems

Status: Resolved

Action date: 6 May 2022



2022 Interim report

## 2. Status of issues (continued)

---

### 22IR-3 IT Policies Documentation Inconsistencies

#### Information and communication

##### Observation

We have identified some gaps in Council's suite of policies in relation to information technology when compared against industry best practise. We have identified that IT policies have not been developed to govern requirements and expectations regarding the following:

- IT Security – To lay the foundation for the enterprise security and privacy risk management program across people, process, technology, and suppliers.
- Change Management – Processes to ensure that applications changes / upgrades are managed, approved and tracked, and that appropriate segregation of duties exists.
- Incident Response – To assure the business has capabilities to identify, track, report and respond to IT incidents.
- IT Restoration & Backups - To establish the rules for the backup, storage and restoration of critical company electronic information and IT operations.

##### Implication

Deficiencies in documentation of IT policies and procedures can lead to expectations and key process steps not been clearly communicated. This can have an affect over the execution of IT processes if not understood completely by individuals and/or personnel normally involved is not available.

##### QAO recommendation

We recommend management the following:

- Develop and formalise policies governing IT-related procedures listed above.
- Communicate these policies to the organisation and implement processes to have these reiterated on a periodic basis.

##### Management response

Further to outcomes from the Essential 8 independent review which was undertaken this year, the Executive Management Team note the recommendation and confirms that current business practices are operating at an acceptable risk level.

Responsible officer: Manager Information Systems

Status: Resolved

Action date: 6 May 2022

##### Additional Audit comment:

We note the outcomes from Mareeba Shire Council's recent ACSC Essential 8 Security Assessment and commend the Council for undertaking this review and their proposed management action. We also note Management's comment to accept the risks associated in both matters outlined in 22IR-2 and 22IR-3 above. QAO continues to regard cyber security as one of the biggest threats to state and local government public sector entities. Mitigating strategies not only include whitelisting applications, restricting administrative privileges and patching operating systems and applications, but to also continue to maintain a current and complete IT policy framework.

2022 Interim report

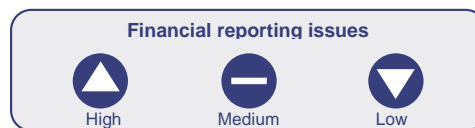
## 2. Status of issues (continued)

### Financial reporting issues

This table identifies the number of financial reporting issues we raised. Refer to section 3 Prior year issues for the status of prior year financial reporting issues.

Year and status	High risk	Moderate risk	Low risk
Current year issues	-	-	-
Prior year issues – unresolved	-	1	-

Our risk ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: [www.qao.qld.gov.au/information-internal-controls](http://www.qao.qld.gov.au/information-internal-controls) or scan the QR code.




No new financial reporting issues were identified as at 31 March 2022.

2022 Interim report

### 3. Prior year issues

The following table summarises the status of deficiencies, financial reporting issues and other matters reported in prior years.

Ref.	Rating	Issue	Status
21OM-1		<b>Superseded policies</b> We identified one instance where a policy adopted and published on the Council website was not the most recent version of that policy.	Resolved Responsible officer: Manager Development and Governance Action date: 30 June 2022
21OM-2		<b>Staff security training</b> We have identified that Council does not provide adequate IT security training for employees to ensure they understand the importance of maintaining a strong information system and their roles in keeping them secure.	Resolved – Management have implemented a formal IT security training program for employees. Responsible officer: Manager Information Systems Action date: 30 June 2022
21FR-1		<b>Provision for impairment over unpaid rates debtors deemed as valueless land</b> It was identified that rates debtors exceeded the estimated recoverable value of certain properties identified for acquisition by \$449,995 and this excess should have been provided for.	Work in progress Responsible officer: Manager Finance Action date: 30 June 2022



[qao.qld.gov.au/reports-resources/reports-parliament](https://qao.qld.gov.au/reports-resources/reports-parliament)

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**8.12 FINANCIAL STATEMENTS PERIOD ENDING 31 MAY 2022****Date Prepared:** 2 June 2022**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 31 May 2022.

**RECOMMENDATION**

That Council receives the Financial Report for the period ending 31 May 2022.

**BACKGROUND**

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

For the month ending 31 May 2022, 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. Preparations for 30 June 2022 year end have commenced.

***May 2022 - Snapshot***

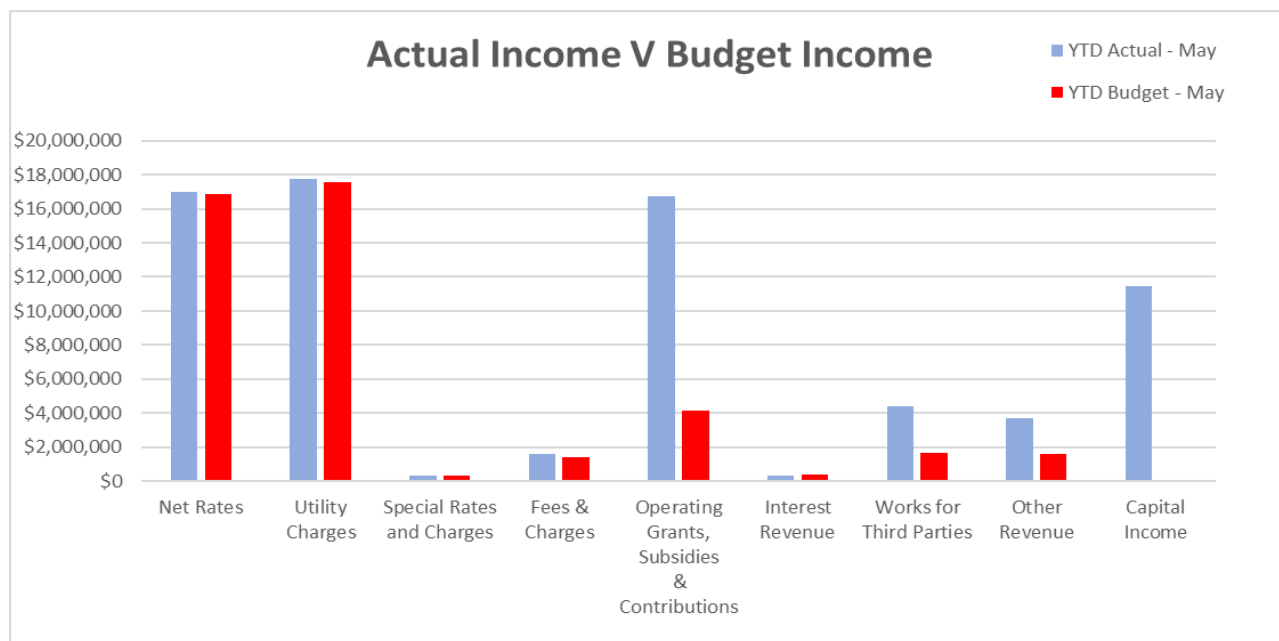
Total Operating Income	\$	61,930,891
Total Operating Expenditure	\$	46,515,942
Operating Surplus/(Deficit)	\$	15,414,949
Total Capital Income (grants, developer contributions)	\$	11,439,644
<b>Net Result - Surplus/(Deficit)</b>	<b>\$</b>	<b>26,854,593</b>

A significant portion of this surplus includes a prepayment of the 2022/23 Federal Assistance Grant, Disaster Relief Funding Arrangements and Capital Grants. These funds are required and will be committed in the 2022/23 Budget.

Income Analysis

Total income (including capital income of \$11,439,644) for the period ending 31 May 2022 is \$73,370,535 compared to the YTD budget of \$43,995,531.

The graph below shows actual income against budget for the period ending 31 May 2022.



	Actual YTD	Budget YTD	Note
Net Rates	17,005,866	16,849,595	
Utility Charges	17,763,745	17,555,285	
Special Rates and Charges	361,275	317,768	
Fees & Charges	1,599,329	1,404,939	<b>1</b>
Operating Grants, Subsidies & Contributions	16,766,055	4,118,163	<b>2</b>
Interest Received	348,870	423,675	<b>3</b>
Works for Third Parties	4,411,367	1,693,709	<b>4</b>
Other Revenue	3,674,384	1,632,698	<b>5</b>
Capital Income	11,439,644	-	<b>6</b>

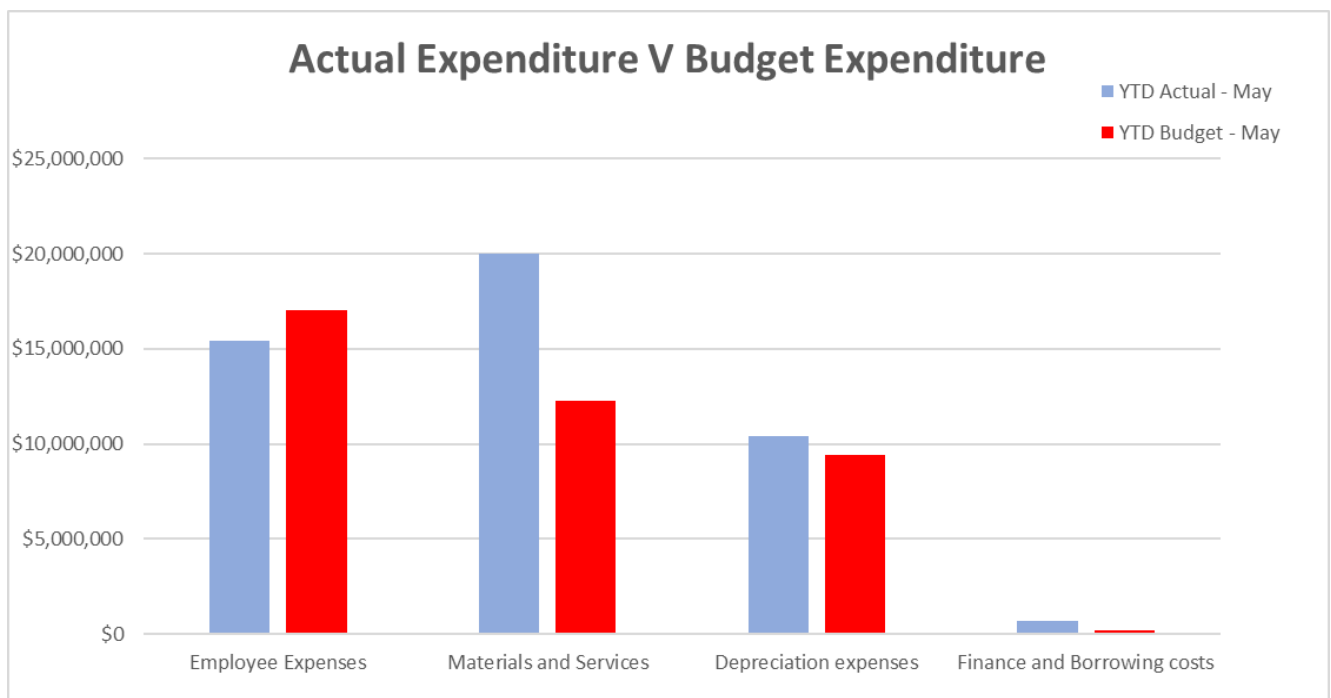
Notes:

1. Revenue from rate searches, planning and local laws are tracking higher than YTD budget. Also contributing to the variance are the environmental health food licences and animal registrations for 2022/23 that were sent out in both April and May. This revenue belongs to the next financial year and will be adjusted accordingly prior to the end of this financial year.

2. Favourable variance is in relation to DRFA (Disaster Recovery Funding Arrangement). This is not budgeted for but will be completely offset with expenditure. Also contributing to the variance is the early payment of the Financial Assistance Grant for 2022/23.
3. Interest revenue received below budget due to low interest rates and no term deposits maturing by the end of the financial year.
4. Favourable result due to 3<sup>rd</sup> party works which were not budgeted for. The associated costs form part of the operational expenses which were also not budgeted. The net impact of these additional works is likely to result in a small surplus.
5. A significant portion of this favourable variance is a result from the sale of lots at the Mareeba Industrial Park. This income will offset debt servicing commitments and future development.
6. Council has received \$10M 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, Mareeba Aquatic facility funding and \$541k received in capital contributions.

Expenditure Analysis

Total expenses for the period ending 31 May 2022 is \$46,515,942 compared to the YTD budget of \$38,918,559. The graph below shows actual expenditure against budget for the period ending 31 May 2022.



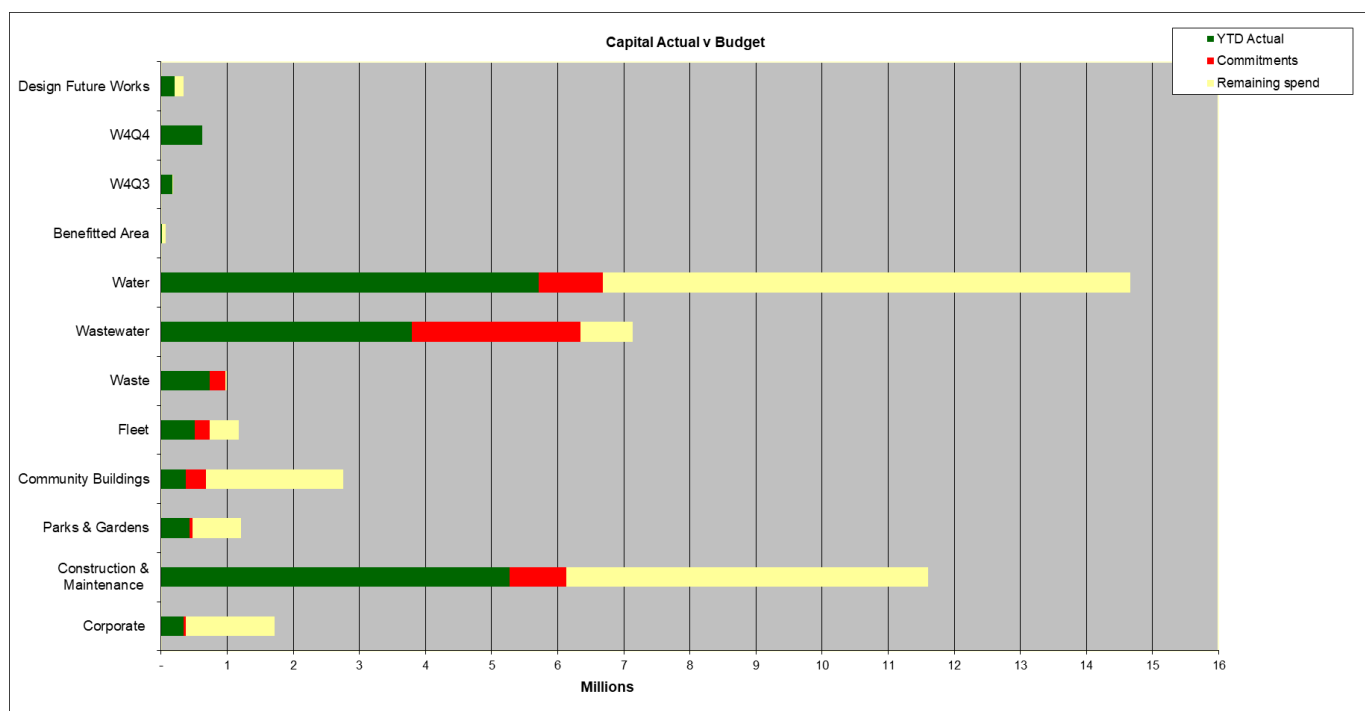
	Actual YTD	Budget YTD	Note
Employee expenses	15,425,874	17,006,375	<b>1</b>
Materials & Services	20,002,547	12,269,407	<b>2</b>
Depreciation expenses	10,376,915	9,429,090	
Finance & Borrowing costs	710,606	213,687	<b>3</b>

Notes:

1. There are no significant issues to report. The reason for the variance are staff absences, vacancies and staff working on capital projects.
2. The majority of the variance relates to the additional 3rd party works and DRFA expenditure which was not budgeted for however there is income to offset this expense.
3. The large variance in Finance and Borrowing costs in comparison to budget is due to acquiring valueless land. 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 \$23,412,742 (including commitments) has been spent for the period ending 31 May 2022 against the 2021/22 adjusted annual capital budget of \$42,228,197. 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 \$7,371,332

**Rates and Sundry Debtors Analysis**

Rates and Charges

The total rates and charges payable as at 31 May 2022 are \$2,077,606 which is broken down as follows:

Status	31 May 2022		31 May 2021	
	No. of properties	Amount	No. of properties	Amount
Valueless land	11	411,580	18	806,562
Payment Arrangement	180	136,237	194	154,278
Collection House	320	833,704	393	1,089,725
Exhausted – awaiting sale of land	50	587,027	10	180,966
Sale of Land	2	62,433	3	52,109
Other (includes current rate notices)*	228	46,625	231	91,300
<b>TOTAL</b>	<b>791</b>	<b>2,077,606</b>	<b>849</b>	<b>2,374,940</b>

\*Of this total, 188 properties have less than \$20 outstanding

The Rate Notices for the period ending 30 June 2022 were issued on 14 February 2022 with total rates and charges amounting to \$19,639,266 with the discount due date of 18 March 2022.

Collection House collected \$221,686 for the month of March 2022.

Council Officers have commenced the process to acquire the identified valueless land properties, this process will be reaching its final stages in acquisition early in the next financial year.

Sundry Debtors

The total outstanding for Sundry Debtors as at 31 May 2022 is \$254,782 which is made up of the following:

Current	30 days	60 days	90 + days
\$188,188	\$14,761	\$16,464	\$35,369
74%	6%	6%	14%

**Procurement**

There were no emergency orders for the month

**RISK IMPLICATIONS**

Nil

**Legal/Compliance/Policy Implications**

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

**FINANCIAL AND RESOURCE IMPLICATIONS**

Nil

**LINK TO CORPORATE PLAN**

**Governance:** Sound decision making based on effective frameworks and clear strategic direction to achieve regulatory compliance 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	37,148,452	36,787,083	36,787,376
Less Discounts and Pensioner Remissions	(2,017,566)	(2,064,435)	(2,064,435)
<b>Net Rates and Utility Charges</b>	<b>35,130,886</b>	<b>34,722,648</b>	<b>34,722,941</b>
Fees and Charges	1,599,329	1,404,939	1,511,931
Operating Grants and Subsidies	16,811,585	4,071,863	8,067,552
Operating Contributions	(45,530)	46,300	46,300
Interest Revenue	348,870	423,375	435,500
Works for Third Parties	4,411,367	1,693,709	1,847,683
Other Revenue	3,674,384	1,632,697	1,776,579
<b>Total Operating Revenue</b>	<b>61,930,891</b>	<b>43,995,531</b>	<b>48,408,486</b>
<b>Expenditure</b>			
Employee Expenses	15,425,874	17,006,375	18,569,830
Materials and Services	20,002,547	12,269,407	13,339,658
Depreciation expense	10,376,915	9,429,090	10,286,283
Finance and Borrowing costs	710,606	213,687	267,094
<b>Total Operating Expenses</b>	<b>46,515,942</b>	<b>38,918,559</b>	<b>42,462,865</b>
<b>Operating Surplus/(Deficit)</b>	<b>15,414,949</b>	<b>5,076,972</b>	<b>5,945,621</b>
<b>Capital Income</b>			
Capital Contributions	541,747	-	-
Capital Grants and Subsidies	10,311,329	-	11,254,723
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	586,568	-	-
<b>Total Capital Income</b>	<b>11,439,644</b>	<b>-</b>	<b>11,254,723</b>
<b>Net Result</b>	<b>26,854,593</b>	<b>5,076,972</b>	<b>17,200,344</b>

<b>Budgeted Income Statement by Fund 2021/22 Budget</b>			
<b>General</b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2021/22</b>
<b>Revenue</b>			
Rates and utility charges	19,266,259	19,113,851	19,113,851
Less Discounts and Pensioner Remissions	(2,017,566)	(2,064,435)	(2,064,435)
<b>Net Rates and Utility Charges</b>	<b>17,248,693</b>	<b>17,049,416</b>	<b>17,049,416</b>
Fees and Charges	1,430,915	1,163,329	1,248,356
Operating Grants and Subsidies	16,722,585	4,071,863	8,067,552
Operating Contributions	903	46,300	46,300
Interest Revenue	212,453	290,000	290,000
Works for Third Parties	4,323,441	1,693,709	1,847,683
Other Revenue	2,970,151	849,614	924,579
<b>Total Operating Revenue</b>	<b>42,909,141</b>	<b>25,164,231</b>	<b>29,473,886</b>
<b>Expenditure</b>			
Employee Expenses	14,206,547	15,482,603	16,902,503
Materials and Services	11,550,513	4,425,518	4,784,530
Depreciation expense	7,468,575	6,604,564	7,204,980
Finance and Borrowing costs	620,214	124,025	147,545
<b>Total Operating Expenses</b>	<b>33,845,848</b>	<b>26,636,710</b>	<b>29,039,558</b>
<b>Operating Surplus/(Deficit)</b>	<b>9,063,293</b>	<b>(1,472,479)</b>	<b>434,328</b>
<b>Capital Income</b>			
Capital Contributions	333,825	-	-
Capital Grants and Subsidies	8,308,835	-	4,633,000
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	599,299	-	-
<b>Total Capital Income</b>	<b>9,241,960</b>	<b>-</b>	<b>4,633,000</b>
<b>Net Result</b>	<b>18,305,252</b>	<b>(1,472,479)</b>	<b>5,067,328</b>

<b>Budgeted Income Statement by Fund 2021/22 Budget</b>			
<b>Waste</b>			
	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>2021/22</b>
<b>Revenue</b>			
Rates and utility charges	4,206,224	4,155,314	4,155,314
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>4,206,224</b>	<b>4,155,314</b>	<b>4,155,314</b>
Fees and Charges	119,961	220,000	240,000
Operating Grants and Subsidies	10,089	-	-
Operating Contributions	-	-	-
Interest Revenue	18,888	32,083	35,000
Works for Third Parties	12,273	-	-
Other Revenue	657,816	709,750	772,000
<b>Total Operating Revenue</b>	<b>5,025,250</b>	<b>5,117,147</b>	<b>5,202,314</b>
<b>Expenditure</b>			
Employee Expenses	288,645	355,024	390,466
Materials and Services	4,098,580	3,827,496	4,174,640
Depreciation expense	148,159	147,755	161,188
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>4,535,384</b>	<b>4,330,275</b>	<b>4,726,294</b>
<b>Operating Surplus/(Deficit)</b>	<b>489,865</b>	<b>786,872</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>496,689</b>	<b>786,872</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	5,708,921	5,402,200	5,402,200
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>5,708,921</b>	<b>5,402,200</b>	<b>5,402,200</b>
Fees and Charges	48,453	21,610	23,575
Operating Grants and Subsidies	-	-	-
Operating Contributions	-	-	-
Interest Revenue	55,822	77,917	85,000
Works for Third Parties	8,295	-	-
Other Revenue	-	38,500	42,000
<b>Total Operating Revenue</b>	<b>5,821,491</b>	<b>5,540,227</b>	<b>5,552,775</b>
<b>Expenditure</b>			
Employee Expenses	370,739	491,263	536,149
Materials and Services	1,544,530	1,368,061	1,485,053
Depreciation expense	1,433,319	1,406,094	1,533,920
Finance and Borrowing costs	90,392	89,661	119,549
<b>Total Operating Expenses</b>	<b>3,438,980</b>	<b>3,355,079</b>	<b>3,674,671</b>
<b>Operating Surplus/(Deficit)</b>	<b>2,382,511</b>	<b>2,185,148</b>	<b>1,878,104</b>
<b>Capital Income</b>			
Capital Contributions	82,638	-	-
Capital Grants and Subsidies	1,010,912	-	-
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	(2,968)	-	-
<b>Total Capital Income</b>	<b>1,090,581</b>	<b>-</b>	<b>-</b>
<b>Net Result</b>	<b>3,473,092</b>	<b>2,185,148</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	7,850,100	7,997,771	7,998,064
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>7,850,100</b>	<b>7,997,771</b>	<b>7,998,064</b>
Fees and Charges	-	-	-
Operating Grants and Subsidies	78,911	-	-
Operating Contributions	-	-	-
Interest Revenue	37,084	22,917	25,000
Works for Third Parties	67,359	-	-
Other Revenue	46,418	34,833	38,000
<b>Total Operating Revenue</b>	<b>8,079,872</b>	<b>8,055,521</b>	<b>8,061,064</b>
<b>Expenditure</b>			
Employee Expenses	556,369	677,485	740,712
Materials and Services	2,709,728	2,600,405	2,847,508
Depreciation expense	1,229,826	1,207,794	1,317,594
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>4,495,923</b>	<b>4,485,685</b>	<b>4,905,814</b>
<b>Operating Surplus/(Deficit)</b>	<b>3,583,949</b>	<b>3,569,836</b>	<b>3,155,250</b>
<b>Capital Income</b>			
Capital Contributions	118,460	-	-
Capital Grants and Subsidies	991,582	-	6,621,723
Donated Assets	-	-	-
Profit/(Loss) on Sale of Asset	(9,763)	-	-
<b>Total Capital Income</b>	<b>1,100,279</b>	<b>-</b>	<b>6,621,723</b>
<b>Net Result</b>	<b>4,684,228</b>	<b>3,569,836</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	116,949	117,947	117,947
Less Discounts and Pensioner Remissions	-	-	-
<b>Net Rates and Utility Charges</b>	<b>116,949</b>	<b>117,947</b>	<b>117,947</b>
Fees and Charges	-	-	-
Operating Grants and Subsidies	-	-	-
Operating Contributions	(46,433)	-	-
Interest Revenue	24,623	458	500
Works for Third Parties	-	-	-
Other Revenue	-	-	-
<b>Total Operating Revenue</b>	<b>95,139</b>	<b>118,405</b>	<b>118,447</b>
<b>Expenditure</b>			
Employee Expenses	3,575	-	-
Materials and Services	99,196	47,927	47,927
Depreciation expense	97,036	62,884	68,601
Finance and Borrowing costs	-	-	-
<b>Total Operating Expenses</b>	<b>199,806</b>	<b>110,811</b>	<b>116,528</b>
<b>Operating Surplus/(Deficit)</b>	<b>(104,667)</b>	<b>7,594</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>(104,667)</b>	<b>7,594</b>	<b>1,919</b>



## 9 INFRASTRUCTURE SERVICES

### 9.1 INFRASTRUCTURE SERVICES, CAPITAL WORKS MONTHLY REPORT - MAY 2022

**Date Prepared:** 1 June 2022

**Author:** Manager Projects

**Attachments:**

1. [Capital Works Highlights - May 2022](#) ↓
2. [Capital Works Summary - May 2022](#) ↓

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#### EXECUTIVE SUMMARY

The purpose of this report is to provide an update on capital works projects undertaken by the Infrastructure Services Department during the month of May 2022.

#### RECOMMENDATION

That Council receives the Infrastructure Services Capital Works Monthly Report for the month of May 2022.

#### 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

## Infrastructure Services Capital Works Report Project Highlights - May 2022



**Project Name: Byrnes Street Median Traffic Islands and Landscaping**

**Program: Parking**

### Background

Construction works associated with the refurbishment of the median islands in Byrnes Street commenced toward the end of March 2022. The works involved the creation of additional car parking spaces along with new kerbing around new and existing gardens and medians. Removal of the old vegetation and replaced with new plantings.

This project is Stage 3 of the Byrnes Street refurbishment program.

### Scope of Works

Works consist of modifying, removing, construction and reconstruction of landscaped islands and applying an asphalt overlay along Byrnes Street centre medians between Rankin Street and Lloyd Street to increase the number of centre parking along Byrnes Street.

### Progress update.

All construction work has been completed. Planting and mulching of the gardens will continue into early June.



*Application of 7mm primer seal*



*Placement of DG10 asphalt overlay*



*Installation of maintenance kerbing*



*Garden preparation prior to planting Bamaga Satin Ash*



**Infrastructure Services Capital Works Report  
Project Highlights - May 2022**



*Preparation of new northern median garden bed*



*Planting out new northern median garden bed*



*Completed Line Marking*



*Completed Line Marking*



**Infrastructure Services Capital Works Report  
Project Highlights - May 2022**



**Project Name: Reynolds Street, Mareeba - Kerb and Channel Replacement**

**Program: Urban Streets**

**Background**

The existing asphalt pavement surfacing in Reynolds Street is cracked and requires re-asphalting to protect the underlying road base material from water ingress. The large African Mahogany trees, that occur at intervals along Reynolds Street, have also caused significant damage to sections of the existing kerb and channel.

The project is funded with a combination of R2R (Roads to Recovery) funding and the 2021/22 Reseal and Asphalt program.

**Scope of Works**

Prior to the milling out of the aged, cracked asphalt and replacing with new DG14 asphalt, the damaged existing kerb and channel needed reconfiguring and replacing. The reconfigured kerb and channel will allow the trees to remain by creating nodes around the trees and protecting the pavement.

**Progress Update**

The project continued during May and all kerbing nodes have been completed. The asphalt overlay is programmed for mid-June weather permitting.



*Completed node opposite PIMS*



*Completed node opposite Mareeba Workers Club*

## Infrastructure Services Capital Works Report Project Highlights - May 2022



**Project Name: Wolfram Road, Dimbulah - Road Widening Ch 7810 - Ch 8640**

**Program: Rural Roads**

### Background

Various sections of Wolfram Road, Dimbulah are single lane bitumen seal and are prone to edge wear and edge drop. Commercial traffic using Wolfram Road has increased from 5.6% in 2008 to 15.4% in 2020. Funding was allocated under the Australian Government's Roads to Recovery program to provide a wider sealed road to improve road safety, provide transport efficiencies and to cater for increased traffic volumes.

### Scope of Works

The scope of works includes the widening of Wolfram Road from Ch 7810 to Ch 8640 to a sealed width of 7.5m, the extension of existing culverts to cater for the wider road and the replacement of several existing headwalls and the cleaning and re-shaping of existing table drains and cut-off drains.

### Progress Update

The project was completed on 12 May, 2022 with the installation of line marking.



*Chainage 8200 before*



*Chainage 8200 after*



*Chainage 7950 before*



*Chainage 7950 after*



## Infrastructure Services Capital Works Report Project Highlights - May 2022



**Project Name: Davies Creek Road Bridge Upgrade**

**Program: Bridges**

### Background

A Level 3 engineering inspection and load assessment was undertaken on the existing Davies Creek bridge in 2015 which identified significant deterioration of some of the timber girders.

In February 2021, Council secured a grant under the Australian Government's Bridges Renewal Program towards the upgrading of the existing bridge on Davies Creek Road approximately 3.1km from the intersection of the Kennedy Highway and Davies Creek Road.

### Scope of Works

The scope of works included replacing the existing timber girders and deck of the bridge with concrete precast deck and kerb units, the installation of bridge relieving slabs and the provision of an asphalt deck wearing surface.

### Progress Update

All concrete deck and kerb units have been fabricated at the Kowa Street Depot and are ready to transport to the project location. Scaffolding has been erected beside the existing bridge along with other site safety measures.

Davies Creek Road will be closed to all traffic from 2 June 2022.

It is estimated the works will be completed prior to 24 June 2022. This will ensure that the camping areas within the National Park are accessible for the July school holidays. The timing of this project has been coordinated with Queensland Parks and Wildlife.



*Davies Creek Road closure*



*Scaffold & exposed bridge abutments*

## Infrastructure Services Capital Works Report Project Highlights - May 2022



**Project Name: 2021/22 Gravel Re-Sheet Program**

**Program: Gravel Re-Sheet**

### Background

Funding has been allocated in the Capital Works Budget for re-sheeting works to be undertaken where required at various locations throughout the shire. The works are carried out generally in conjunction with Council's road maintenance unsealed road grading program to reduce the cost of mobilisation of plant.

### Progress Update

Thus far in the 2021/22 financial year the following unsealed road gravel re-sheets have been completed totalling in excess of 42,000m<sup>2</sup>.

Road Name	Start Chainage	End Chainage	Width	Total Square Meters
Hurricane Road (1)	4755	5538	6	4,698
Hurricane Road (2)	14652	14843	6	1,146
Hurricane Road (3)	30083	30278	6	1,170
McBean Road (1)	4590	5000	5	2,050
McBean Road (2)	5007	5333	5	1,630
McBean Road (3)	6000	6200	5	1,000
McBean Road (4)	7050	7240	5	950
McBean Road (5)	8080	8280	5	1,000
Ivicevic Road	2050	2120	5	350
Tyrconnell Road (1)	4850	5000	5	750
Tyrconnell Road (2)	5300	5730	5	2,150
Tyrconnell Road (3)	6000	6130	5	650
Speewah Road (1)	5770	5950	6	1,080
Speewah Road (2)	6080	6120	6	240
Hoey Road (1)	330	470	5	700
Hoey Road (2)	1770	1850	5	400
Mines Road	750	1150	4	1,600
Henry Hannam Drive	2750	3350	6	3,600
Martin Avenue	1900	2190	4	1,160
Venture Road	0	575	4.5	2,588
George Fabris Road	0	1100	5.5	6,050
Srjoj Road (1)	260	280	4	80
Srjoj Road (2)	380	410	4	120
Tinaroo Creek Road	8730	9310	6.5	3,770
Lockwood Road	1120	1165	6	270
Zenel Road	40	60	4	80

**Infrastructure Services Capital Works Report  
Project Highlights - May 2022**



Road Name	Start Chainage	End Chainage	Width	Total Square Meters
Grievson Road	905	1555	4	2,600
Kanervo Road	3080	3250	4	680



*George Fabris Road*



*Henry Hannam Drive*



*Venture Road*



*Martin Avenue*



*Tinaroo Creek Road*



*Lockwood Road*





## Infrastructure Services Capital Works Report Project Highlights - May 2022



**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

During May, the following sections of roads have been bitumen resealed.

Road Name	Reference point	Locality	Start Chainage	End Chainage	Length (m)
McBean Road	Bower Road	Arriga	1010	1840	830
McBean Road	Bower Road	Arriga	1840	2510	670
McBean Road	Bower Road	Glen Russell	4340	4600	260
Pine Close	Cypress Road	Biboohra	20	940	920
Pine Close	Cypress Road	Biboohra	940	1253	313
Pine Close	Cypress Road	Biboohra	1358	1651	293
Pine Close	Cypress Road	Biboohra	1651	1678	27
Martin Road	Chewko Road	Chewko	0	27	27
Martin Road	Chewko Road	Chewko	40	65	25
Martin Road	Chewko Road	Chewko	65	105	40
Narcotic Creek Road	Chewko Road (North end)	Chewko	1343	1840	497
Narcotic Creek Road	Chewko Road (North end)	Chewko	1840	1910	70
Paglietta Road	Chewko Road	Chewko	2610	2688	78
Paglietta Road	Chewko Road	Chewko	2688	2840	152
Paglietta Road	Chewko Road	Chewko	2840	2882	42
Paglietta Road	Chewko Road	Chewko	2882	2935	53
Paglietta Road	Chewko Road	Chewko	2935	3027	92
Paglietta Road	Chewko Road	Chewko	3027	3328	301
Adams Street	Doyle Street	Mareeba	170	210	40

**Infrastructure Services Capital Works Report  
Project Highlights - May 2022**



Road Name	Reference point	Locality	Start Chainage	End Chainage	Length (m)
Agius Crescent	Agius Crescent (North end)	Mareeba	38	465	427
Antonio Drive	Constance Street	Mareeba	0	214	214
Antonio Drive	Constance Street	Mareeba	244	307	63
Beames Street	Reynolds Street	Mareeba	178	230	59
Beames Street	Reynolds Street	Mareeba	230	377	147
Beames Street	Reynolds Street	Mareeba	377	470	93
Carroll Street	Vaughan Street End	Mareeba	92.72	173.84	81.11
Carroll Street	Vaughan Street End	Mareeba	173.84	219	45.16
Carroll Street	Vaughan Street End	Mareeba	219	234	15
Caterina Close	Martin Avenue	Mareeba	155	210	55
Caterina Close	Martin Avenue	Mareeba	210	280	70
Caterina Close	Martin Avenue	Mareeba	280	315	35
Caterina Close	Martin Avenue	Mareeba	315	350	35
Caterina Close	Martin Avenue	Mareeba	350	385	35
Collins Court	Costin Street	Mareeba	10	145	135
Hales Street	Chewko Road	Mareeba	0	434	434
Horan Street	Ward Street	Mareeba	0	15	15
Johnston Street	Mareeba Connection	Mareeba	15	115	100
Josephine Close	Dean Circuit	Mareeba	45	68	23
Joyce Street	Cummings Street	Mareeba	300	390	90
Kay Road	Kennedy Highway	Mareeba	1603	2576	973
Morrow Street	Strattmann Street	Mareeba	0	25	25
Morrow Street	Strattmann Street	Mareeba	25	90	65
Morrow Street	Strattmann Street	Mareeba	90	220	130
Perkins Street	Strattmann Street	Mareeba	145	235	90
Shaban Close	Ray Road	Mareeba	250	972	722
Shaban Drive	Ray Road	Mareeba	1000	1160	160
Strattmann Street	Keeble Street	Mareeba	0	230	230
Strattmann Street	Warren Street	Mareeba	450	640	190
Tobiano Street	Mulligan Highway Ch 730	Mareeba	0	20	20
Tobiano Street	Mulligan Highway Ch 940	Mareeba	0	20	20

**Infrastructure Services Capital Works Report  
Project Highlights - May 2022**



Road Name	Reference point	Locality	Start Chainage	End Chainage	Length (m)
Tobiano Street	Tobiano Street (South end)	Mareeba	228	272	44
Vaughan Street	Rice Street Ch 15	Mareeba	0	111	111
Vaughan Street	Rice Street Ch 15	Mareeba	111	223	112
Ward Street	Vaughan Street	Mareeba	140	760	620
Ward Street	Vaughan Street	Mareeba	760	800	40
Yvonne Close	Gallo Drive	Mareeba	10	309	299
Ganyan Drive	Speewah Road	Speewah	280	436	156
Ganyan Drive	Speewah Road	Speewah	603	792	189
Ganyan Drive	Speewah Road	Speewah	2278	2370	92
Ganyan Drive	Speewah Road	Speewah	2437	2587	150
Ganyan Drive	Speewah Road	Speewah	2587	2690	103
Scenic Drive	Speewah Road	Speewah	0	40	40
Speewah Road	Kennedy Highway	Speewah	2975	3270	295
Speewah Road	Kennedy Highway	Speewah	3270	3453	183
Stoney Creek Road	Speewah Road	Speewah	330	788	458
Stoney Creek Road	Speewah Road	Speewah	788	1394	606
Walnut Close	Ganyan Drive	Speewah	17	165	148
Walnut Close	Ganyan Drive	Speewah	165	268	103
Walnut Close	Ganyan Drive	Speewah	420	440	20
William Smith Drive	Speewah Road	Speewah	706	900	194
William Smith Drive	Speewah Road	Speewah	900	1445	545



Wylandra Estate



**Infrastructure Services Capital Works Report  
Project Highlights - May 2022**



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

**Program: Water**

**Background**

An allocation has been provided in the 2021/22 Capital Works Program to replace the failed existing asbestos cement (AC) water mains throughout the Shire as part of Council's strategy to address critical water issues across the Shire over the next 10 years.

This section of water main was identified for replacement following the numerous main breaks occurring in the past few years and will complement works undertaken by Council work crews in 2021. This project is being undertaken with funding assistance through the Queensland Government's Works for Queensland program.

**Scope of Works**

The scope of work includes replacement of the existing water main with 100mm PVC Supermain, in addition to new service connections, valving and hydrants. The contractor will commence installing new mains along Starcke Street and then move onto Hampe Street. Once these sections are completed, the contractor will then progress to Moody Street where a 300mm PVC Supermain will be installed.

**Progress Update**

The contractor has experienced supply delivery issues on key pipeline material, predominantly there is a shortage of 300mm PVC Supermain throughout the industry at present. A delivery was received the week beginning 30 May enabling the contractor to continue along Moody Street.



*Installations of the new 300mm diameter PVC Supermain along Moody Street*

**Infrastructure Services Capital Works Report  
Project Highlights - May 2022**



**Project Name: Granite Creek Sewage Pump Station Upgrade**

**Program: Wastewater**

**Background**

An allocation has been provided in the 2021/22 Capital Works Program to renew and upgrade the Granite Creek Sewage Pump Station, located on Byrnes Street, adjacent to Granite Creek. The ageing infrastructure is rapidly deteriorating and reaching capacity, it is inadequate to achieve current safety standards for servicing and maintaining the asset, and there have been numerous odour complaints about the pump station in its present form.

The upgraded pump station will meet current design standards and cater for future growth in the catchment area, which includes all sewerred areas of the Mareeba township south of Granite Creek.

**Scope of Works**

The scope of works includes removal of the existing pump station building, pumps, pipework and associated services, and construction of a new dry well, supply and installation of new pumps, pipework, valves and switchboard. Wastewater will need to be bypassed during construction and the scope of works includes provision of a temporary aboveground bypass system and standby pump for the duration of the project.

**Progress Update**

Works have slowed with key construction staff spending a lot of their time on the minor sewerage pump station project which runs simultaneously. Council officers have raised this with the contractor’s project manager and business owner.



*Demolition of the upper pump station structures and internal pump station stripped out*

## Infrastructure Services Capital Works Report Project Highlights - May 2022



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

**Program: Wastewater**

### Background

Council has previously undertaken a condition assessment of all sewerage pump stations in Mareeba and Kuranda sewerage schemes and identified an upgrade program where an allocation has been provided in the 2021/22 Capital Works Program for the upgrading and refurbishment of minor sewerage pump stations in Mareeba and Kuranda.

### Scope of Works

The scope of works included:

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

### Progress Update

The contractor has established at all three (3) sites; Thooree Street, Arara Street and Palm Close Sewerage Pump Stations.

#### Thooree Street, Kuranda

Works carried out include service locations; procurement of pipework, lids and material; valve pit excavation; V-Drain excavation, formwork and reinforcement and root barrier installation.



*New discharge pipework assembly into the pump station and concrete encased housing*

**Infrastructure Services Capital Works Report  
Project Highlights - May 2022**



Arara Street, Kuranda

Works carried out include installation of stainless-steel support rings and application of epoxy resin to reinforce the root barrier installation.



*Installation of support rings and epoxy resin*

Palm Close, Mareeba

Works carried out include procurement of pipework, lids and material and service locations.



*Site inspection*

**Infrastructure Services Capital Works Summary Report - May 2022**

Project Description	Project Stage	Progress Comment
<b>Program: 01 Rural and Urban Roads Reseal Program (Renewal)</b>		
2021/22 Reseal & Asphalt Program	Construction	Scheduled reseals will be completed 4 June 2022. Scheduled asphalt overlay component of program will be complete 17 June 2022. Line marking to follow.
BETTERMENT Co-Contribution	Not Commenced	No projects submitted due to ROI outcome, funding to be used to develop future strategy. Cut off walls to causeways to be trialled in western region as well as one crossing on Hodzic Road.
<b>Program: 02 Gravel Resheet</b>		
2021/22 Gravel Resheet Program	Construction	Sections of the following roads were resheeted during May. Henry Hannam Drive, Martin Avenue, Venture Road, George Fabris Road, Tinaroo Creek Road and Lockwood Road. In June a 1600m section of Emerald Falls Road will be resheeted.
<b>Program: 03 Urban Streets</b>		
R2R Reynolds Street, Mareeba - Replace Kerb and Channel	Construction	New Kerb & Channel installed 17, 18 and 19 May. Asphalt tender closed 18 May with report to Council 15 June. Asphalt installation programmed for 13 June weather permitting.
<b>Program: 04 Rural Roads</b>		
TIDS Euluma Creek Road, Julatten Ch 7.01-9.325 Rehabilitate & Widen 3 sections within chainage	Construction	Project recommenced 30 May 2022. Due to wet weather the project has been split over 2021/22 and 2022/23 FYs 35%/65%.
TIDS Euluma Creek Road, Julatten Ch 9.350-10.130 Rehabilitate & widen 3 sections within chainage	Construction	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	Completed	Project completed May 2022.
Borzi Road, Mareeba - Widen and Seal Ch 0.03-0.67	Procurement	Programmed to commence on site mid-July 2022.
DRFA Betterment 2019 - Clacherty Road, Shanty Creek Road & Fossilbrook Road	Construction	Fossilbrook Causeway has reached Practical Completion, minor works to establish rock protection required prior to closing project. Wet weather delays have occurred, works targeted for completion post-wet season, May 2022.
Fallon Road, Kuranda - Rehabilitate Pavement Ch 0.874 - 0.948	Planning	QRA approved remediation works to be quoted and completed in the 2022 calendar year.
<b>Program: 05 Bridges</b>		
BRP Kanervo Road, Replace Timber Bridge over Davies Creek	Construction	Project will recommence after the completion of the Davies Creek Road bridge upgrade. Concerns regarding the late seasonal rains and access across Bolton Road Bridge once the Kanervo Road Bridge is closed has meant the two projects have swapped places in the construction program. Works on the Kanervo Road Bridge will now commence in July. BPR have been notified of the change in scheduling and have issued the new milestone dates.
BRP Davies Creek Road Bridge Replacement	Construction	On-site works commenced 23 May 2022. Bridge closed to all traffic 1 June 2022. Bridge programmed to be opened to traffic 24 June 2022 weather permitting.
Granite Creek, Mareeba - Replace Footbridge Deck (Eales Park)	Design	Project in design phase.
Palm Close, Mareeba - Replace Footbridge Boards	Design	Project in design phase.
Bicentennial Lakes Footbridge Safety Upgrade	Design	Project in design phase.
<b>Program: 06 Drainage</b>		
2021/22 Minor Culvert and Causeways Renewal	Construction	Design received for Leafgold Weir Road. Waiting on design for McIver Road culvert installation. Will be completed when resources become available. A repair on RCP's at Hodzic Road and Springs Road will take place early June.
Amaroo Mareeba - Drainage Upgrade Stage 2 of 3 - Karobean Drive to Yarrabee Close (300m)	Design	Quotations called; insufficient budget; additional \$70k needed. Finance and director notified. No MSC response to tenderers as yet.
<b>Program: 08 Parking</b>		
Borzi Park, Mareeba - Carparking Masterplan	Planning	Concept layouts developed, consideration by EMT June 2022.
<b>Program: 09 Footpaths</b>		
2021/22 Footpath Renewal Program	Construction	Constance/Rankin Streets footpath extension completed. Other renewal sites to be identified.



**Infrastructure Services Capital Works Summary Report - May 2022**

Project Description	Project Stage	Progress Comment
<b>Program: 10 Parks and Gardens</b>		
Parks & Open Spaces Strategy	Planning	Parks and Open Spaces Strategy and 3 year action plan adopted by Council in February 2022. Refer attached report for progress updates on individual projects.
Byrnes Street Median Traffic Islands and Landscaping	Construction	Construction works complete; line marking scheduled for 5 June 2022. Mulching and planting of median gardens completed by 10 June 2022 pending plant availability.
<b>Program: 11 Water</b>		
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 grant funded project. Project on hold pending grant application.
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 funds toward new filter block.
Mareeba Water Treatment Plant - Optimise clarifier performance upgrade	Design	Report on project received from City Water Technology with recommendations for further works. Project to be funded in 2022/23.
Mareeba Water Treatment Plant - Backwash operation renewal	Not Commenced	Project pending outcome of grant application for new filter block. Working with City Water Technology for the implementation of this project, in conjunction with the new backwash system they are designing if grant funding is not successful.
W4Q4 Mareeba AC & Defunct Pipe Replacement 2.5km	Construction	Work is progressing well, Starcke Street completed along with the underbores. Contractor has now also completed works along Hampe Street. They are now installing pipe work through the underbore sections. Anticipated completion is August 2022.
2021/22 Water Telemetry/SCADA Upgrades	Construction	New server grade PC's have arrived, and Council's SCADA Contractor can now start to implement the new Citect upgrades, test and then commission. Due to the number of sites, we are doing this project may run over time. Anticipated completion is October 2022.
2021/22 Valve Replacement Program (Reticulation)	Construction	Works progressing with more materials on order to allow continuation of works.
Mareeba WTP Study and potential upgrade of wastewater system to improve supernatant quality	Planning	Work underway and could possibly run into the new financial year.
Mareeba Water Treatment Plant Filtration Upgrade	Design	Grant application submitted for this project and awaiting outcome of grant assessment to BBRF, currently grants officer preparing a grant application to BOR funding program with CWT doing design drawings to support application.
<b>Program: 12 Wastewater</b>		
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 with project funds needing to be carried over to new financial year when works are scheduled to occur.
Kuranda Wastewater Treatment Plant - Replace Sludge Conveyor Belts	Construction	New conveyor belt installed and running.
Telemetry/SCADA Upgrades	Construction	New servers have arrived and SCADA contractor now working on delivering the project to completion by end of June.
New Sewer Pump Station Standby Generators x2	Construction	Contractor has advised of further delivery delays; site works underway in preparation of the impending delivery of the generators.
2021/22 Mareeba Sewer CCTV & Relining Program	Construction	Contractor has advised due to delays in materials the project will not be closed out until the end of July.
2021/22 Mareeba Wastewater Treatment Plant Component Renewals	Procurement	Installation and replacement of equipment scheduled from March to June.
Granite Creek, Mareeba Sewerage Pump Station Refurbishment	Construction	Project progressing well despite some inclement weather delays, anticipated completion late August to September 2022.
2021/22 Mareeba Pump Station Magflow Install Program	Construction	New flow meters now installed at Kenneally Road SPS and Robins Street SPS with electrical and telemetry installation to be finalised.

**Infrastructure Services Capital Works Summary Report - May 2022**

Project Description	Project Stage	Progress Comment
2021/22 Mareeba Wastewater Reticulation Pump Renewal	Procurement	New pumps on order with delivery expected during June.
Minor Sewerage Pump Stations H2S protection and refurbishment	Construction	Contractor currently working on Arara Street and Thooree Street pump stations with work progressing well. Once these two pump stations are complete, they will then start on Palm Close pump station.
Mareeba Gravity Sewer Main installation from Cedric Davies to Lifestyle Sewerage Pump Station	Completed	Project works completed with finalization of works claims, once this is completed project can be closed out.
<b>Program: 13 Waste</b>		
Kuranda Waste Transfer Station Weighbridge & Gatehouse	Construction	Essentially works are completed, currently negotiating with supplier on final claim. MSC officers disagree with certain aspects of the final claim, and this should be resolved soon.
Mareeba Waste Facility - Buy Back Shop Construction	Construction	Construction works on new shed completed, the indent survey work and works being done to address tenure of road access to the WTS which State Government required as part of DA process.
Mareeba Waste Facility - Design for New Landfill Cells	Design	New cell design underway, consultant working in conjunction with Council officers and work expected to be completed by mid-2022.
<b>Program: 15 Fleet</b>		
GPS Vehicle Management System	Planning	Business Case being developed.
Replace Unit 5432 Sewerage Jet Rodder trailer with a hydro vac truck	Procurement	Monitoring auctions and will procure when suitable plant identified.
Fleet Replacement #1317 - Western Roads Landcruiser	Procurement	Purchase Order raised 4 August 2021, anticipated delivery June 2022. Severe delivery delays due to COVID and production shortages.
Fleet Replacement #509 Backhoe	Procurement	Due to Brisbane floods the backhoe Council had ordered, was deemed a total loss due to being flooded with water. A replacement has been ordered anticipated delivery July / August 2022.
Fleet Replacement #4053 - Husqvarna Zero Turn	Procurement	Purchase Order raised 26 October 2021; anticipated delivery has been pushed back June 2022 due to supply issues.
Fleet Refurbishment #400 - Cat Excavator (Track)	Procurement	Parts arrived April; anticipated completion early July 2022.
Fleet Refurbishment Truck Mounted Water Tank	Planning	Business Case being developed.
<b>Program: 16 Depots and Council Offices</b>		
Rankin Street, MSC Admin Office Refurbishment	Construction	Stage 2 works complete; Stage 3 works to commence 6 June 2022. Project on schedule for completion end of June 2022.
Kowa Street, MSC Depot - Emergency Generator	Planning	The electrician has completed a building/ switchboard load assessment. A preliminary Report has been provided detailing potential options.
<b>Program: 17 Community Buildings</b>		
Koah Tennis Court - Remove/replace the unstable timber light poles (with metal poles and caged footings within concrete)	Procurement	A second invitation for quotation for supply & installed closed 12 May 2022. Revised scoped to supply & install exceeded the budget. An electrician engaged for install only. Installation will be undertaken on delivery of poles & lights.
Dimbulah / Mareeba / Kuranda Pools Chlorine Dosing Improvements	Planning	Scope of works being finalised, and quotes being sourced. Anticipate works commencing after wet season; May 2022.
Mareeba Leagues Club Grandstand Refurbishment	Construction	Works scheduled to be complete mid-June 2022. Inclement weather during April/May impacted Contractors work commitments.
Mareeba PCYC Shire Hall Part Roof Replacement (Partial roof replacement)	Construction	Contract awarded, works to commence once materials arrive.
2021/22 Shire-wide Ablution Refurbishment Program	Construction	Revised quotes called for Dimbulah Tennis Court Toilets, refurbishment to be completed by end of June 2022.
<b>Program: 18 Non-Infrastructure Items</b>		
Kuranda Columbarium Wall	Construction	Concrete work completed; minor landscaping to be done early June. Project will be complete prior to the end of June.
Kuranda New Cemetery	Planning	Development Application submitted.
DRFA Flood Warning Infrastructure Network MbaSC.0016.1819E.FWI - River Gauge (Biboohra)	Construction	Works completed during April and gauge commissioned late April 2022.
DRFA Flood Warning Infrastructure Network MbaSC.0018.1819E.FWI - Rain Gauge (7 locations)	Construction	Commencement of works pending permit from Qld Parks at Upper Spence Creek, Mt Windsor National Park. Works scheduled for mid-June 2022.

**Infrastructure Services Capital Works Summary Report - May 2022**

Project Description	Project Stage	Progress Comment
<b>Program: 20 KIAC</b>		
KIAC - New Wayfinding Signage	Construction	The signage still with the manufacturer being refurbished. Enquiries have been made in regards an expected return date.



**9.2 PARKS AND OPEN SPACES ACTION PLAN MONTHLY PROGRESS REPORT - MAY 2022**

**Date Prepared:** 1 June 2022  
**Author:** Manager Projects  
**Attachments:** 1. POS Project Update May 2022 [↓](#)

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**EXECUTIVE SUMMARY**

The purpose of this report is to provide an update on projects being delivered under the Parks and Open Spaces 3 Year Action Plan during the month of May 2022.

**RECOMMENDATION**

That Council receives the Parks and Open Spaces Action Plan Monthly Progress Report for the month of May 2022.

**BACKGROUND**

Council adopted its Parks and Open Spaces Strategy and 3 Year Action Plan in February 2022.

The Parks and Open Spaces Strategy 2022-2031 has been developed to achieve Council's vision to enhance the Shire's liveability and visual appeal, and to encourage active communities and economic development. The Strategy was developed using a structured community engagement and internal consultation process.

Alongside the Strategy, a 3 Year Action Plan was developed for implementation of initial priority projects, with monthly updates provided to Council on the progress of the action plan, with each project presented to Council in detail prior to construction.

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

The 3 Year Action Plan is fully funded at no additional cost to ratepayers.

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

Yes

***Operating***

The 3 Year Action Plan has been developed with an objective of no increase to the operational budget.

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

Yes

**LINK TO CORPORATE PLAN**

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

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

**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**

Updates will be provided to Council on a monthly basis, with targeted engagement to be undertaken on specific projects.

**Parks and Open Spaces 3 Year Action Plan - Project Update - May 2022**

Project	2022	2023	2024	Monthly Update to Council
<b>RAIL TRAIL</b>				
Mareeba Rail Trail Stage 1 (Mareeba to Airport)				Design has effectively been completed by MSC Technical Services team. Design is currently under constructability review and cost verification with Works team. Meeting with abutting properties that have informal road access to the Kennedy Highway to take place early June 2022.
<b>BETTER PLAYGROUNDS</b>				
Geraghty Park (Julatten)				Not commenced. Design to commence in 2023. Grant funding application lodged for funding under Community Gambling Benefit Fund for partial funding.
Pat Kinnear Memorial Park (Chillagoe Town Hall)				Not commenced. Design to commence later in 2022.
Dimbulah Town Hall Park Revitalisation				Further public consultation to take place in relation to park upgrades within Dimbulah scheduled for early July 2022.
Kuranda Community Precinct				Not commenced. Design to commence later in 2022.
General Playground and Fitness Equipment Renewals - Various Locations				Sunset Park, Mareeba and Roscommon Park, Speewah are next priorities for replacement of exercise equipment and can be brought forward if Council wishes to commence.
<b>IMPROVE BICENTENNIAL LAKES</b>				
Bicentennial Lakes (Southern) Upgrade				Currently preparing scope of work to invite tenders/quotes for design of both sections – grant funding has been applied for under Local Government Grants and Subsidies Program.
Bicentennial Lakes (Northern) Upgrade				Refer to comments within the Southern Stage.
<b>IMPROVE PARKS AND OPEN SPACES</b>				
New Mareeba East Park – Hastie Road				Playground Equipment Request for Tender sent out end of May to close on 28 June.
Mareeba Town Walking Trails Upgrades				17 May 2022 the draft Walking Network Plan was presented to Community Stakeholders in an Open Workshop environment.
Gregory Terrace (Kuranda) Park Upgrade				Not commenced. Design to commence in 2023.
Kuranda Town Walking Trails Upgrades				Council has applied for grant funding under the Walking Local Government Grants program to undertake a Walking Network Planning project in Kuranda and is awaiting an outcome of its application.
Kuranda Tourism Parks and Open Space Upgrades*				Centenary Park Kuranda Playground Equipment Request for Tender sent out end of May to close on 28 June. Coondoo Street - Request for Quotations released for Electrical Design late May.
Bill Newman Park (Irvinebank) Upgrade				Draft proposal being updated for discussion at the June workshop following discussions in March.
Anzac Park (Mareeba) Revitalisation				Request for Quotations sent out late May for D&C for Lighting and for Hard and Soft Landscaping – to close by end of June
Toilet Facilities Improvements - Various Locations				Dimbulah Tennis Court toilet refurbishments to be completed by end of June 2022.

**Parks and Open Spaces 3 Year Action Plan - Project Update - May 2022**

<b>Footpaths Improvements - Various Locations</b>				Footpaths renewed along Rankin St and Basalt Gully (Stewart St), Mareeba. Pedestrian bridge improvements for Basalt Gully (Stewart St) and Granite Creek (Eales Park to Ward St) under design. Further renewals to occur in the future.
<b>Park Entrance Signage Improvements - Various Locations</b>				10 No. Park entrance signs have been replaced in February 2022 with further replacements to occur in the future.
<b>WATER PARK</b>				
<b>New Mareeba Water Splash Park**</b>				Request for Tender released through Vendor Panel Market Place on 21 April and advertised in Cairns Paper. Closing Date 7 <sup>th</sup> June

\*Tourism projects in Kuranda to be funded by the Kuranda Infrastructure Levy

\*\*Subject to State Government Funding



**9.3 LOCAL AREA TRAFFIC MANAGEMENT (LATM)**

**Date Prepared:** 3 June 2022

**Author:** Director Infrastructure Services

**Attachments:** 1. Plan A: LATM Precincts - Mareeba [↓](#)

**EXECUTIVE SUMMARY**

The purpose of this report is to outline the process associated with the Local Area Traffic Management (LATM) program and seek Council's adoption of the process and the defined Local Traffic Precinct boundaries as a basis for ongoing local area traffic management studies.

**RECOMMENDATION**

That Council:

1. Adopts the Local Area Traffic Management (LATM) model as the process to deal with traffic management issues across the municipality;
2. Adopts the Local Traffic Precincts as shown on Plan A attached to this report; and
3. Precinct 7 (Anzac Avenue) be the first of the precincts to be investigated using the LATM model process.

**BACKGROUND**

There is an ever increasing demand from local communities for Council to address unwanted traffic intrusion into residential streets. As vehicle volumes increase and many of our roads approach capacity or become congested, drivers turn to the local road network to avoid this congestion.

Many Councils in the past have addressed traffic management issues within a particular street or at a specific location with little consideration to the implications of such measures on surrounding streets, or the wider road network. This approach, while addressing the concerns of the residents in the immediate area may move the problem to surrounding streets. The resulting traffic issues can become more difficult and expensive to address than the original problem.

To avoid creating more problems than are solved, it is necessary to adopt a holistic approach to traffic management. The LATM process takes into consideration the road hierarchy, community input and any relevant issues within the surrounding Local Traffic Precinct to establish a broader outcome with community ownership.

So, in summary the Local Area Traffic Management (LATM) is a study process which:

- Investigates traffic conditions in local streets of a precinct;
- Involves the community in identifying issues and developing solutions;
- Considers the impacts of traffic management on an area-wide basis; and
- Aims to improve amenity.

LATM recognises that streets serve many functions, such as;

- Providing for vehicle and pedestrian access to properties

- Provide for the safe movement of vehicles within and through an area
- Provide access for emergency and service vehicles.

### Community Involvement

The LATM study process includes a consultation process which seeks community assistance in identifying traffic issues and provide opportunities for feedback on the developed traffic proposals. The community consultation process includes the formation of a traffic study group comprising community volunteers and Council officers.

The role of community volunteers is to provide local information, act as a contact for the local community and to provide feedback in the development of traffic management plans for the area.

### Consultation Steps

- Survey questionnaire distributed to all households in the LATM precinct;
- Review by Council staff to validate feedback and prepare draft option plan;
- Community forum to present feedback from questionnaire and draft option plan;
- Formation of community study group to review draft option plan;
- Community feedback on developed option plan.

### Local Traffic Precinct

To assist Council in managing traffic and road safety in a holistic manner, the urban areas of Mareeba are spilt into a series of Local Traffic Precincts. The precinct areas generally contain only local roads and are bound by high order traffic carrying roads or natural constraints. Plan A illustrates the proposed Local Traffic Precincts.

Precincts have been prioritised based on the following information:

- Abutting land use
- Accident rates
- Commercial vehicle numbers
- Road geometry
- Local knowledge
- Percentage of through traffic
- Requests received
- Traffic volumes
- Vehicles speeds

It should be noted that rural centres and some urban streets have not been included in the Precinct Plans at this stage. It is envisaged that the plans will be modified from time to time to reflect emerging traffic issues or include new precincts that have not been considered previously.

As part of the recent report to Council on 18 May 2022 relating to the traffic assessment of Anzac Avenue and Herberton Street it was resolved:

That Council:

1. not initiate any changes to the Herberton Street and Anzac Avenue route at this time;
2. initiate a Local Area Traffic Management (LATM) program for the Herberton Street and Anzac Avenue areas;
3. be in a position to implement the outcomes of the LATM program upon completion of the DTMR works on the Kennedy Highway;

4. advise the lead petitioner of Council's determination.

In accordance with Council's resolution it would be appropriate to commence the first LATM program within Precinct 7 (Anzac Avenue) with the precinct associated with Herberton Street to be the next priority for a LATM process.

### Conclusion

The implementation of a comprehensive LATM process provides for an approach to deal with local traffic issues by involving the local community in prioritising treatments in Local Traffic precincts. This prioritisation will enable Council to allocate scarce funds to areas which have the most impact on addressing traffic concerns / issues.

### **RISK IMPLICATIONS**

#### **Financial**

Any outcome and recommendations for works associated with the LATM process will always be subject to Council approval and the availability of funding.

#### **Health and Safety**

The concept of the LATM process is to provide an improved amenity and safer road network for the community.

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

The introduction of the LATM process will provide a policy direction for the treatment of traffic related issues.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

#### **Capital**

Any capital projects resulting from the outcomes of the LATM process will be subject to the same priority ranking as other projects across the Municipality.

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

No costs can be attributed to this process until such time as any potential treatments have been identified.

#### **Operating**

The staffing resources associated with the LATM process will need to be carefully managed.

### **LINK TO CORPORATE PLAN**

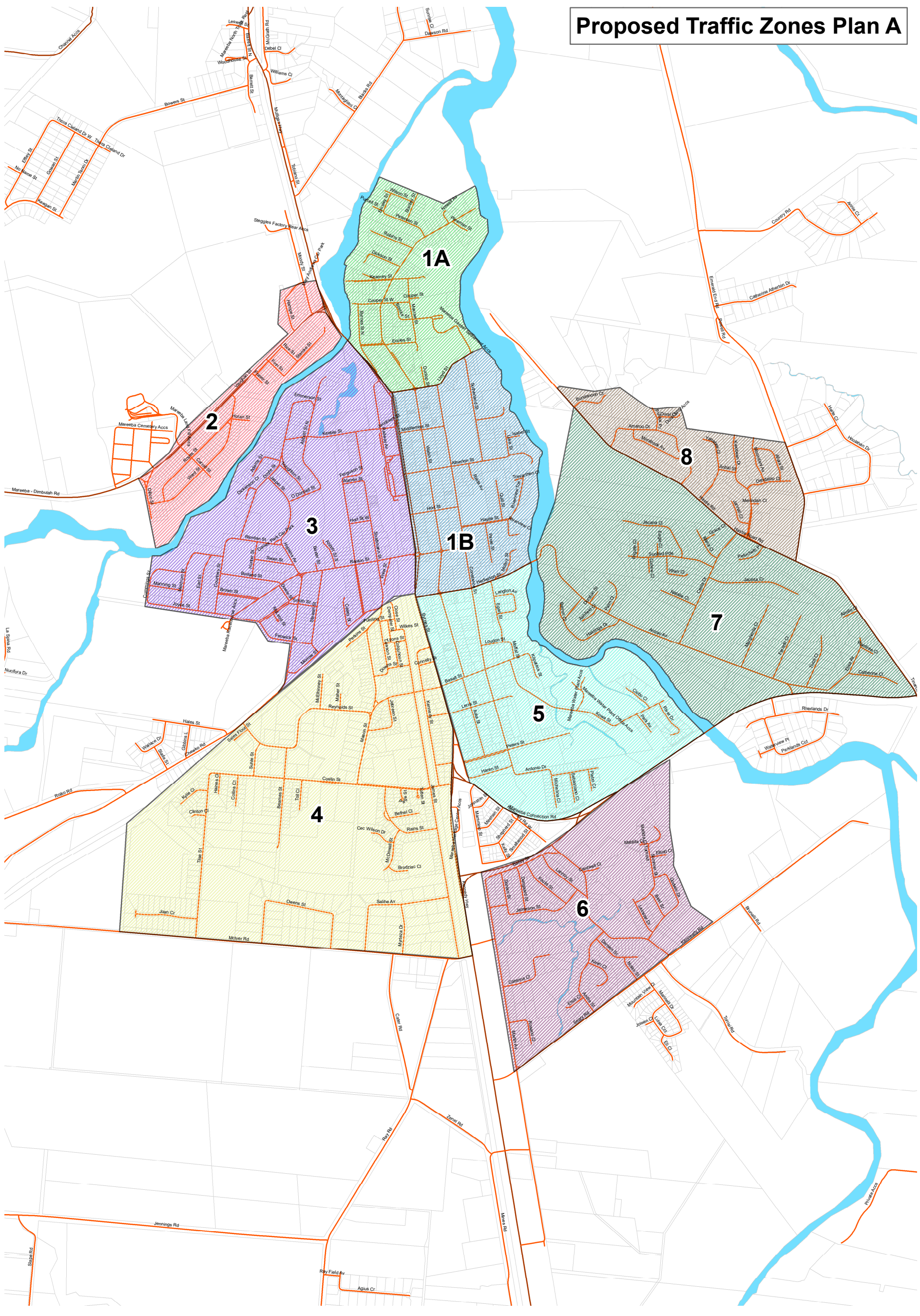
**Community:** An informed and engaged community which supports and encourages effective partnerships to enhance the liveability of the Shire.

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

### **IMPLEMENTATION/COMMUNICATION**

The LATM process has an extensive community consultation and participation program.

# Proposed Traffic Zones Plan A



**9.4 FACILITY NAMING - TOM GILMORE MAREEBA AVIATION INDUSTRIAL PARK**

**Date Prepared:** 3 June 2022

**Author:** Manager Technical Services

**Attachments:** 1. Proposed Area - Western Aviation Industrial Park [↓](#)

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**EXECUTIVE SUMMARY**

This report seeks Council consideration to naming the Mareeba Airport Aviation Industrial Park after the previous Mayor, Tom Gilmore, who had been instrumental in securing funding and providing the vision to ensure successful completion of the \$23 Million, 2019 Airport Upgrade.

**RECOMMENDATION**

That Council recognise the Mareeba Airport Aviation Industrial Park as the Tom Gilmore Mareeba Aviation Industrial Park in recognition for his significant contribution towards the development of the Mareeba Aerodrome.

**BACKGROUND**

The Mareeba Airport is a significant regional facility and its background has been concisely described on Council's website as follows:

*Mareeba Airport – wholly owned and operated by Mareeba Shire Council – is approximately 22 nautical miles (10-15 minutes flying time) west of Cairns Airport in Tropical North Queensland.*

*The airport's unique location near a major international airport, yet outside controlled airspace, with a safe flying area and new infrastructure, provides a real opportunity to support global growth of the aviation industry and the regional economy in Northern Australia.*

*Located inland away from the coast, it offers a secure development opportunity with limited environmental management risks and an ideal flying climate.*

*Mareeba Airport is a CASA certified public aerodrome with a Code 3 sealed runway, AFRU, AWIS and PAL. The facility supports approximately 1,000 aircraft movements a month, and training accounts for approximately 50% of all landings.*

*It is currently home to several flight training operators, aircraft maintenance businesses, agricultural aviation operators and recreational aviators. There are strong prospects for further growth in demand, with many existing users proposing to expand their operations over the next decade, particularly in relation to flight training.*

*A \$23 million upgrade was completed in 2019 which will catalyse economic diversification of the Mareeba township and the broader region. Growing aviation capacity will enhance Mareeba's existing position as a regional supply and service hub for the mining, cattle, agricultural and tourism industries, as well as strengthen its role as a sub-regional industrial hub in Northern Australia.*

The upgrade project, completed in 2019, was delivered against a backdrop of constrained funding opportunities and required significant support from the previous Mayor Tom Gilmore to achieve

its successful completion. The \$23 million project ultimately created an opportunity for Mareeba to expand both the industrial & training school opportunities and will provide long lived economic benefits for the region.

The Western Aviation Industrial Park represents the cornerstone development of the Mareeba Aerodrome.



*Image 1: Western Aviation Industrial Park*

The Mareeba Aerodrome already includes named elements, which will remain current and complimentary to the current proposal, being:

- Aircraft Movement Area: 'HOEVET FIELD', named in 2011 after Major Dean C. Hoebet (Pilot).
- Western Precinct Roads: Named in 2019 for Military Personnel on completion of the Airport Upgrade.
- JRM Braes Road: Named in 2010, previously Harte Street.
- Eastern Grassed Park: 'Rex Budd Memorial Park' named in 2015 for contribution to heli-mustering.
- Mareeba Aerodrome (YMBA): Official reporting name of the Aerodrome.

### **Proposal**

It is proposed that the Western Aviation Industrial Park, being that land described as Lot 20 on plan RP748320 (refer Attachment 1: Western Aviation Industrial Park), is named in recognition of the role the previous Mayor played in the development of the airport, without whose significant personal and professional contribution towards its delivery, may not have been achieved.

The Aerodrome will continue to be officially named the Mareeba Aerodrome (YMBA), as known by CASA, Airservices Australia and other aviation bodies.

**RISK IMPLICATIONS****Financial**

If named, it would be intended to develop suitable Signage denoting the new name of the Area.

**Infrastructure and Assets**

Suitable area is available near the intersection of Ray Road and JRM Braes Road to install a sign.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Council does not have a specific policy associated with the Naming of Facilities; however the proposal does meet the intent and principles adopted for the Road and Water Crossing Naming Policy, being;

- Names will not be duplicated with an existing name within a defined district.
- Names should be appropriate to the physical, cultural or historical character of the area.
- Names should be reasonably easy to read, spell and pronounce, and should not be comprised of more than two words.
- A name which has historical or cultural significance is preferred.

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

Minor expense will be accruable for the development and installation of suitable signage.

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

No.

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

The costs associated with the development of signage is anticipated to be minor and may be achieved through savings within the capital programme.

**Operating**

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**

Naming of the Aviation Industrial Park after the previous Mayor Tom Gilmore, provides recognition of significant and outstanding contribution to the development of Mareeba Shire Council and the Mareeba Aerodrome.





**9.5 T-MSC2022-01 REGISTER OF PREQUALIFIED SUPPLIERS - OCCASIONAL PLANT HIRE 2022/23**

**Date Prepared:** 12 May 2022  
**Author:** Manager Technical Services  
**Attachments:** 1. Contractor Details 2022/23 [↓](#)  
2. Zone Map 2022/23 [↓](#)

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**EXECUTIVE SUMMARY**

The purpose of this report is to recommend Council empanel contractors onto its Prequalified Suppliers register, for the Occasional Plant Hire T-MSC2022-01 for the 2022/23 financial year.

Council invited submissions from suitably qualified and experienced contractors for consideration of inclusion on the Pre-qualified Supplier Register for Occasional Plant Hire 2022/23. The submission period closed 11:00am Tuesday, 19 April 2022.

**RECOMMENDATION**

That Council empanels the contractors listed in the documentation attached to this report for the purpose of providing a Register of Pre-qualified Suppliers for Occasional Plant Hire during the 2022/23 financial year.

**BACKGROUND**

Council invited submissions from suitably qualified and experienced contractors for consideration of inclusion on the Register of Pre-qualified Suppliers for Occasional Plant Hire 2022/23, which closed at 11:00am Tuesday, 19 April 2022. Council received 98 submissions.

Included with the report is a list of contractor names (Attachment 1) that are recommended to be empanelled, within various 'Zones' across the Council Area (Attachment 2), as suitable providers under the terms and conditions of the Register of Prequalified Suppliers documentation.

In accordance with Section 232 of the *Local Government Regulation 2012* titled "Exception for register of pre-qualified suppliers", Council may enter into an arrangement without first inviting tenders or quotations if it is entered with a supplier from a register of pre-qualified suppliers only where a register of pre-qualified suppliers has been determined by Council resolution.

A register of pre-qualified suppliers of particular goods or services may be established only if:

- (i) the preparation and evaluation of invitations each time the goods or services are needed would be costly; or
- (ii) the capability or financial capacity of the supplier of the goods or services is critical; or
- (iii) the supply of the goods or services involves significant security considerations; or
- (iv) a precondition of an offer to contract for the goods or services is in compliance with particular standards or conditions decided by Council; or
- (v) the ability of local business to supply the goods or services needs to be identified or developed.

A Pre-Qualified supplier is a supplier who has been assessed by the local government as having the technical, financial and managerial capability necessary to perform contracts on time and in accordance with agreed requirements.

Only those contractors who are listed in the panel of pre-qualified suppliers can be used for the purpose of providing occasional plant hire. This does not exclude other contractors from being engaged on a job-by-job basis should empanelled contractors not be available, provided they have been engaged under the conditions and provisions of Council's Procurement Policy.

#### **RISK IMPLICATIONS**

Nil

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

Procurement Policy, Local Government Regulation 2012.

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

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

Nil

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

To ensure cost effective selection of contractors to undertake occasional work for Council.

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

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

**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**

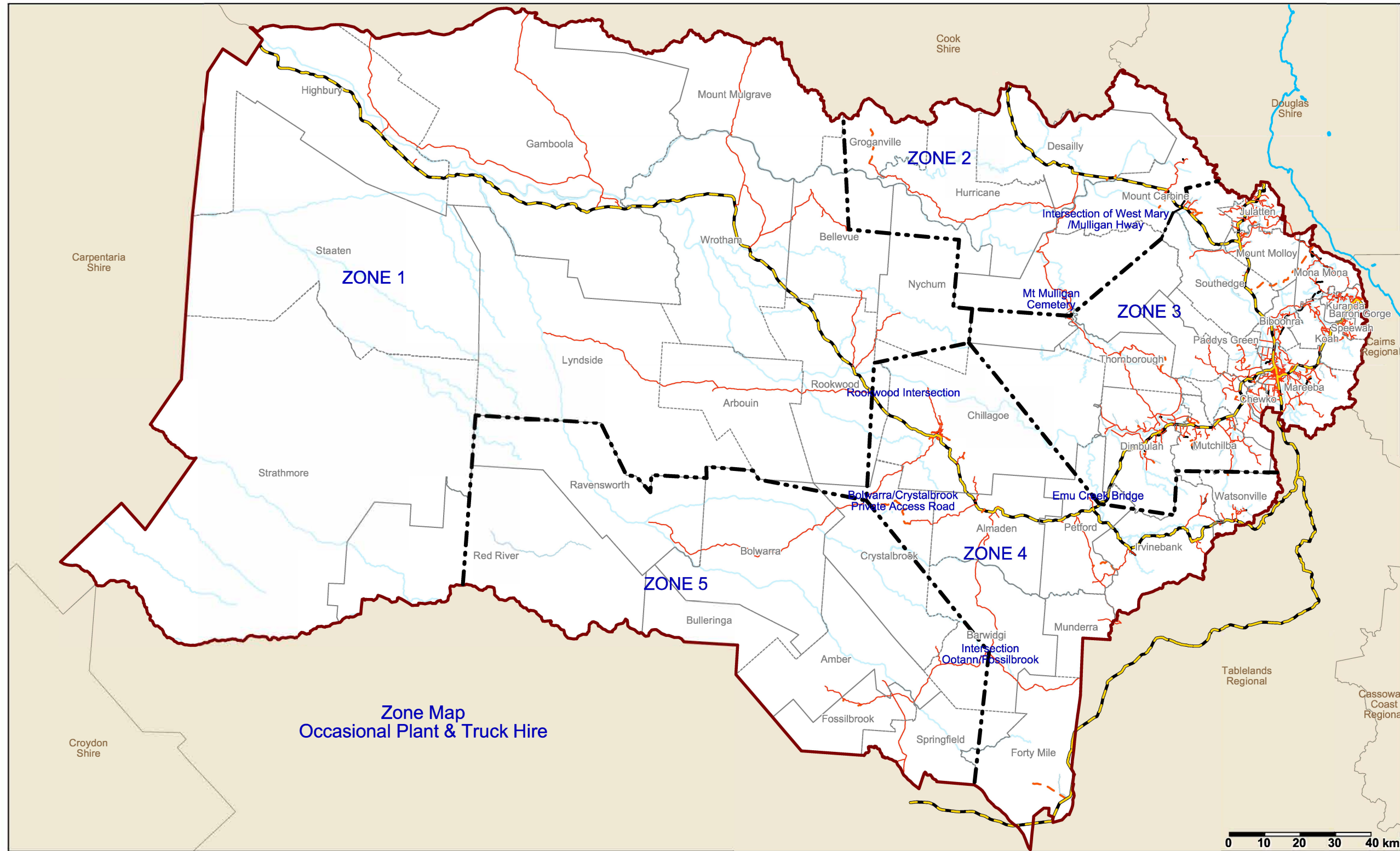
The empanelled list of contractors will be notified in writing.

**Register of Pre-Qualified Suppliers for the Supply of Occasional Plant Hire 2022-2023  
T-MS2022-01**

<b>Business Name</b>	<b>Contact Person</b>	<b>Postal Address</b>	<b>Town</b>
AA Taylors Treelopping	Luke Taylor	PO Box 375	TOLGA QLD 4882
AC & KL Pedersen	Alan Pedersen	PO Box 2	MT MOLLOY QLD 4871
ALJ & CA Evans	Allan (Tom) Evans	PO Box 101	MAREEBA QLD 4880
AM & DR Sadleir	Dean Sadleir	3711 Kennedy Highway	MAREEBA QLD 4880
Atherton Location Services	Bronson Jue Sue	PO Box 758	ATHERTON QLD 4883
Aussie Drill Kings Pty Ltd	Devan Russell	PO Box 232	CAIRNS NORTH QLD 4870
B & L Dozer Hire	Bryan Rains	PO Box 1910	MAREEBA QLD 4880
Beau Conway	Beau Conway	PO Box 1049	PORT DOUGLAS QLD 4877
BJS Plumbing & Civil Contracting	Bronson Jue Sue	PO Box 758	ATHERTON QLD 4883
Bolwarra Enterprises Pty Ltd	Keoni Kidner	PO Box 1336	ATHERTON QLD 4883
Brooks Hire Service Pty Ltd	Lenore Brooks	27 Barnes Creek Road	CREMORNE QLD 4470
Bono's Excavations	Dennis Bonadio	PO Box 1390	ATHERTON QLD 4883
CCJ Developments Pty Ltd	Curtis Cavill-Jones	12 Feathertop Close	SMITHFIELD QLD 4878
Dale Mattsson Backhoe Hire	Dale Mattsson	219 Palm Valley Road	KOAH QLD 4881
Davis Transport Pty Ltd	Geoff Davis	PO Box 1339	MAREEBA QLD 4880
D & D Backhoe Hire	Dale Peebles	PO Box 1341	MAREEBA QLD 4880
D & D Retreat Pty Ltd	Duncan Mckean	57 Pringle Street	MOSSMAN QLD 4873
D & J Fitzgerald Family Trust	Dennis Fitzgerald	PO Box 2011	MAREEBA QLD 4880
Dempsey Cranes & Construction	Dan Wall	PO Box 856	RAVENSHOE QLD 4888
Digsafe NQ	Janelle McLean	PO Box 99	YORKEYS KNOB QLD 4878
DJ & DS McLean	Des McLean	PO Box 701	GORDONVALE QLD 4865
Doug McCormack Pty Ltd	Doug McCormack	PO Box 179	MOSSMAN QLD 4873
Eclipse Hire FNQ	Sarah Brindhouse	430 Lake Barrine Road	MALANDA QLD 4885
Edmonds Transport & Earthmoving	Anthony Edmonds	PO Box 104	MT MOLLOY QLD 4871
EJ Grader Hire Services Pty Ltd	Eric Jonkers	38 Marsden Street	MT SHERIDAN QLD 4868
Elite Earthmoving Machinery Training Services Nth Qld Pty Ltd	Brett Portelli	PO Box 72	DIMBULAH QLD 4872
Ellis Profiling (QLD) Pty Ltd	Sai Mounik Gunti	PO 123	NARANGBA QLD 4504
Erroll Fitzgerald	Erroll Fitzgerald	PO Box 109	RAVENSHOE QLD 4888
Far North Towing	Lenny Grasso	PO Box 589	MAREEBA QLD 4880
Far Northern Concrete Pumping	Luke Gray	PO Box 416	MAREEBA QLD 4880
FGF Bitumen Pty Ltd	Warren Massingham	PO Box 6665	CAIRNS NORTH QLD 4870
FGF Developments Pty Ltd	Brendan Rogina	PO Box 6665	CAIRNS NORTH QLD 4870
Flexihire Pty Ltd	Roman Lakomy	PO Box 29	BRISBANE MARKET QLD 4106
Froggy's Dry Hire	Adrian Froggatt	14 Svendsen Street	BUNGALOW QLD 4870
G & M Civil Contracting Pty Ltd	Gregory Gilmore	PO Box 248	COOKTOWN QLD 4895
Gavin Lynch	Gavin Lynch	PO Box 254	MT MOLLOY QLD 4871
Global Foliage Managers Pty Ltd	John Madderom	PO Box 487	BUNGALOW QLD 4870
Gregg Construction Pty Ltd	Ken Gregg	PO Box 186	MAREEBA QLD 4880
Gus Cerasani Engineering	Gus Cerasani	60 Royes Street	MAREEBA QLD 4880
GW Rasmussen	Gordon Rasmussen	PO Box 222	MT MOLLOY QLD 4871
Harry's Backhoe Hire Pty Ltd	John Harron	15636 Kennedy Highway	SILVER VALLEY QLD 4872
Hastings Deering (Australia) Limited	Russell Hockings	PO Box 942	CAIRNS QLD 4870
Heath's Excavations	Donna Clements-Markham	PO Box 173	TRINITY BEACH QLD 4879
HEH Pty Ltd	Luke Bird	PO Box 407	BUNGALOW QLD 4870
HMBT Pty Ltd	Bruce Craven	PO Box 132	MAREEBA QLD 4880
Howard Plumb Family Trust	Howard Plumb	PO Box 837	GORDONVALE QLD 4865
Hydro-Vac Excavations FNQ	Brent Pyers	PO Box 65	TRINITY BEACH QLD 4879
Ikin Civil	Dale Ikin	PO Box 2191	MAREEBA QLD 4880
J & R Grego Group	John Grego	PO Box 15	FRESHWATER QLD 4870
J A Slashing	Joseph Agius	PO Box 43	REDLYNCH QLD 4870
JDI Backhoe & Bobcat Hire	Debbie Jakobs	62-65 Reynolds Road	OAK BEACH QLD 4877
JR & LM Trackson Pty Ltd	Jeffrey Trackson	PO Box 7	WANGAN QLD 4871
Karyl Struber	Karyl Struber	PO Box 49	CHILLAGOE QLD 4871
KBN Holdings	Vincent Bowyer	PMB 6	CAIRNS MC QLD 4871
Kelly's Crane Hire Pty Ltd	Alice Kelly	PO Box 585	MOSSMAN QLD 4873
King Hire & Trailers	Jason King	160 Hillview Crescent	WHITFIELD QLD 4870
Kuranda Backhoe Hire	Jeffrey Kapteyn	PO Box 1019	KURANDA QLD 4881
Kuranda Landscape Supplies & Raw Materials	Warren Green	PO Box 177	KURANDA QLD 4881
Lamont Transport	William Lamont	PO Box 197	DIMBULAH QLD 4872
L & C Bensted Slashing	Locky Bensted	PO Box 573	MAREEBA QLD 4880
M & C Zillfleisch	Michael Zillfleisch	R/N 9 Sides Road	JULATTEN QLD 4871

**Register of Pre-Qualified Suppliers for the Supply of Occasional Plant Hire 2022-2023  
T-MSC2022-01**

<b>Business Name</b>	<b>Contact Person</b>	<b>Postal Address</b>	<b>Town</b>
Mareeba Concrete Company	Sheridan Weir	PO Box 890	MAREEBA QLD 4880
Mareeba Crane Hire	Dale Peebles	PO Box 1341	MAREEBA QLD 4880
Mareeba Mowing & Slashing	Paul Smithwick	PO Box 2339	MAREEBA QLD 4880
Mareeba Transport	Colin Parsons	26 Reynolds Street	MAREEBA QLD 4880
Mareeba Truck & Backhoe Hire	Timothy Perkins	PO Box 345	MAREEBA QLD 4880
Marrin Pty Ltd	Ronald Jack	204R Syndicate Road	MOSSMAN QLD 4873
MC Group QLD Pty Ltd	Michael Connolly	PO Box 120	PORT DOUGLAS QLD 4877
Mt Mulgrave Pastoral Co.	Luke Kingsley	PMB 59	CAIRNS QLD 4870
N R Truck Hire Pty Ltd	Neil Petersen	PO Box 2174	MAREEBA QLD 4880
Neil Stafford Concreting	Neil Stafford	PO Box 1898	MAREEBA QLD 4880
NQ Resource Recovery Pty Ltd	Eamonn Sheehan	PO Box 225	STRATFORD QLD 4870
NQ Wastetrans Pty Ltd	Tim Fitzgerald	PO Box 1380	ATHERTON QLD 4883
Old Mates Mowing	Kris Kingston	30 Enigma Close	SPEEWAH QLD 4881
Oz Earthmoving Pty Ltd	Lexley Grehan	PO Box 1344	WALKAMIN QLD 4872
PF & PL Arkey	Paul Arkey	PO Box 1854	MAREEBA QLD 4880
RAKS Earthmoving	Ron Petersen	PO Box 1001	WALKAMIN QLD 4872
RC & BR Wallace Mining & Earthmoving Contractors	Brian Wallace	PO Box 220	MAREEBA QLD 4880
RC & KR Mahoney	Karen Mahoney	PO Box 229	MALANDA QLD 4885
Robinson Civil Constructions FNQ Pty Ltd	Caytlyn Mead	PO Box 271	HERBERTON QLD 4887
S & K Civil Contracting	Sam Trimble	PO Box 624	ATHERTON QLD 4883
SAW Civil Profiling Pty Ltd	Grant Turner	PO Box 577	HERBERTON QLD 4887
SG & S Ahlers	Stephen Ahlers	PMB Lakeland	VIA CAIRNS QLD 4871
Shane Simpson	Shane Simpson	PO Box 14	CHILLAGOE QLD 4871
Sherrin Rentals Pty Ltd	Rodney Cordery	63 Main Beach Road	PINKENBA QLD 4008
SJ De Vecchi & PJ Porter	Phillip Porter	PO Box 317	DIMBULAH QLD 4872
Stabilised Pavements of Australia Pty Ltd	Patrick Rooke	17 Titanium Place	MT ST JOHN QLD 4818
STJ Earthmoving	Tom Smith	PO Box 163	MAREEBA QLD 4880
Suck It Up Vactron Trucks	David Pell	PO Box 120	MAREEBA QLD 4880
T & C White Grader Hire Pty Ltd	Trevor White	PO Box 154	MOSSMAN QLD 4873
Terranovus Civil	Bronson Koppen	PO Box 3008	CAIRNS QLD 4870
TFH Hire Services Pty Ltd	Matt Lord	PO Box 1066	BROWNS PLAINS QLD 4118
TJ Slashing	Jack Pedersen	PO Box 2762	MAREEBA QLD 4880
Tutt Bryant Hire Pty Ltd	Lindsay Kerr	Locked Bag 3001	AUBURN NSW 1835
W & J Truck Hire	Wayne Finch	PO Box 73	MT MOLLOY QLD 4871
Watto's Earthmoving & Machinery Hire Pty Ltd	Joshua Watson	PO Box 860	TOLGA QLD 4882
Wieland Contracting	Ray Wieland	PO Box 545	ATHERTON QLD 4883
WP & MD Dal Santo	Walter Dal Santo	PO Box 93	DIMBULAH QLD 4872



Zone Map Occasional Plant & Truck Hire

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





**9.6 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES OPERATIONS REPORT - MAY 2022**

**Date Prepared:** 1 June 2022  
**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 May 2022.

**RECOMMENDATION**

That Council receives the Infrastructure Services, Technical Services Operations Report for May 2022.

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

Investigation activities undertaken in May included:

Activity	Current Requests	Closed Requests
Road Infrastructure Review	53	11
Drainage Investigations	9	1
NHVR Permit Applications	0	19
Aerodrome Investigations	0	0
Traffic Count Surveys	0	15
Parks Investigations	4	4
Miscellaneous <i>e.g.</i> Planning; Local Laws	17	27
Dial Before You Dig Requests	0	94

Soil Laboratory:

Council's Soil Laboratory provides NATA-accredited soil and material testing for internal and external services.

Supplier	No. of Tests
Internal	46
External	71

Asset Inspections:

Scheduled inspections of Council's transport infrastructure assets have been undertaken during the month of May. Field inspections were primarily directed towards kerb and channel assets to assist in the revaluation process of the asset class, while road inspections were recommenced and Open Level Crossing inspections were completed. In addition to field inspections, work was completed towards improving data for the water, sewerage, roads, underground stormwater and kerbs assets.

Inspection Type	No. of inspections
Kerb and Channel	7
Roads	146
Open Level Crossings (OLC)	26
<b>Total</b>	<b>179</b>

Inspections planned for June will continue to include work on the kerb and channelling asset class, however will predominantly be office based in support of the GIS team. In field inspections will begin to focus on the 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
Mareeba	Kenneally Estate Lot 56	Under construction
Mareeba	7 Haren Street	Under Construction
Koah	123 Fantin Road (Two Chain Road)	On-maintenance
Mareeba	Kenneally Estate Stage 4	On-maintenance
Mareeba	The Edge Stage 3	On-maintenance
Mareeba	Amaroo Stage 11	On-maintenance
Mareeba	Mareeba Roadhouse and Accommodation Park, Williams Close	On-maintenance - Monitoring
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
2022 DRFA	Mareeba Shire activated DRFA assistance measures linked Far North Queensland Low Pressure Trough, that occurred 1 – 7 February 2022. Council has commenced assessment of damage, emergency repairs and immediate restoration of impacted roads throughout the Shire. A consultant will be engaged to assist with delivery of the 2022 DRFA Program in the coming months.
2021 DRFA Program General	Mareeba Shire activated DRFA assistance measures linked to Tropical Cyclone Imogen and associated low pressure system that occurred 2–12 January 2021. A consultant has been engaged to assist with delivery of the 2021 DRFA Program.



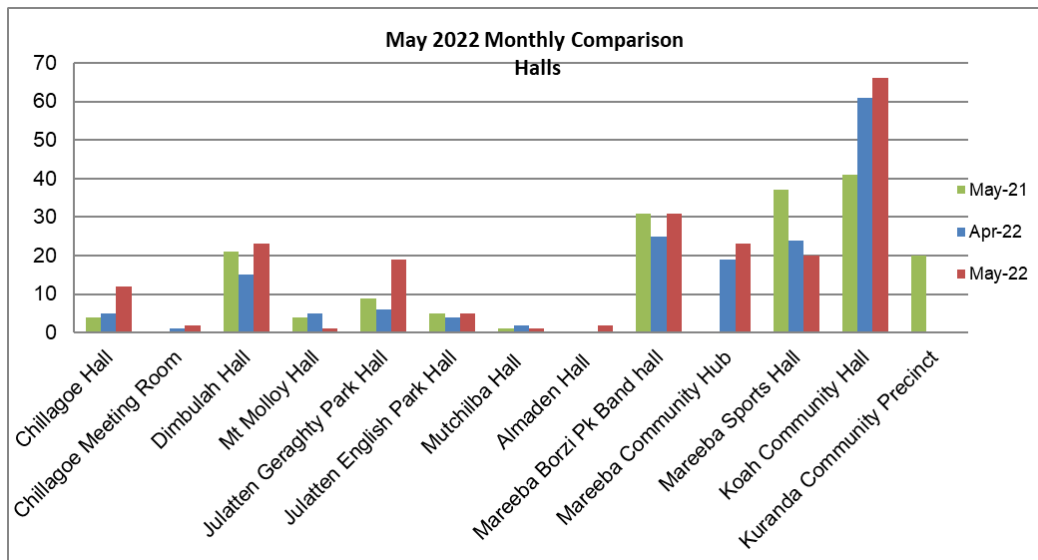
Program	Status
2021 DRFA REPA Program	Council at its Ordinary Meeting, 15 December 2021, endorsed award of the REPA Contracts on condition of endorsement by QRA. Works have commenced on all restoration packages with works on track for completion prior to end of calendar year.
2019 DRFA	Gamboola Crossing remains the only site not yet completed. Commencement occurred in late October however rainfall within the Mitchell River Catchment has required demobilisation from site. Works will be recommenced as soon as access to the site is available.
2019 Betterment	Council have commenced the closeout process as required by QRA. Works are now completed.

**Facilities**

Community Halls:

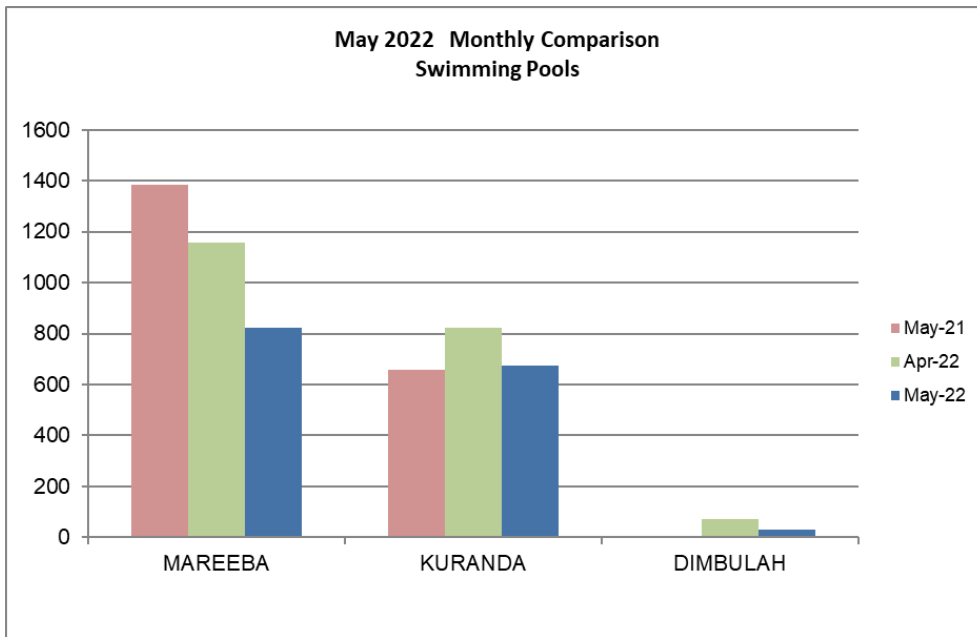
Maintaining safe and efficient access to Council Community Halls is recognised as an important aspect for the community's ongoing wellbeing. All facility users are required to comply with the conditions set out by the State Government's COVID-19 Restrictions.

Annual local events in the shire increased the usage of the Halls for the month of May 2022.



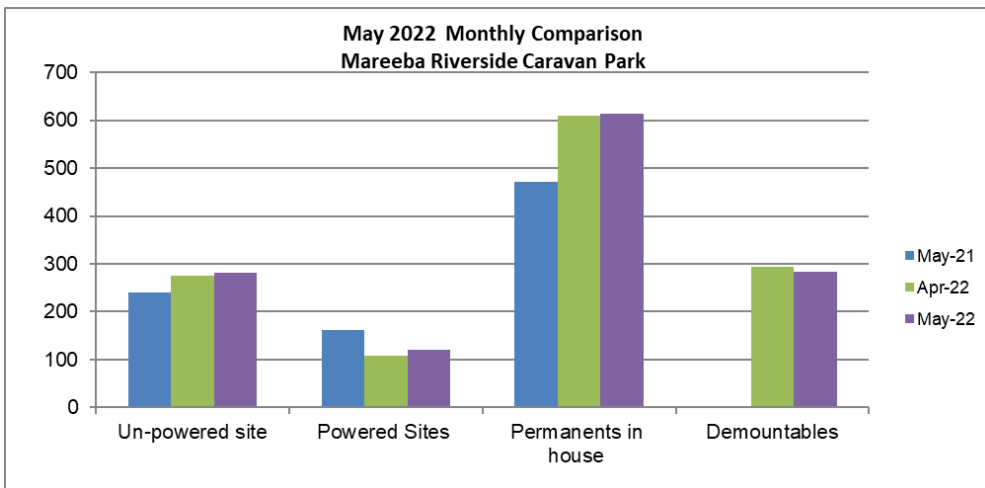
Swimming Pools

Pool patron numbers have dropped at all three (3) aquatic facilities. An overall decline in all entry categories has been observed compared to last month and the same time last year. Mareeba decline was rapid due to squad finishing for the winter months.

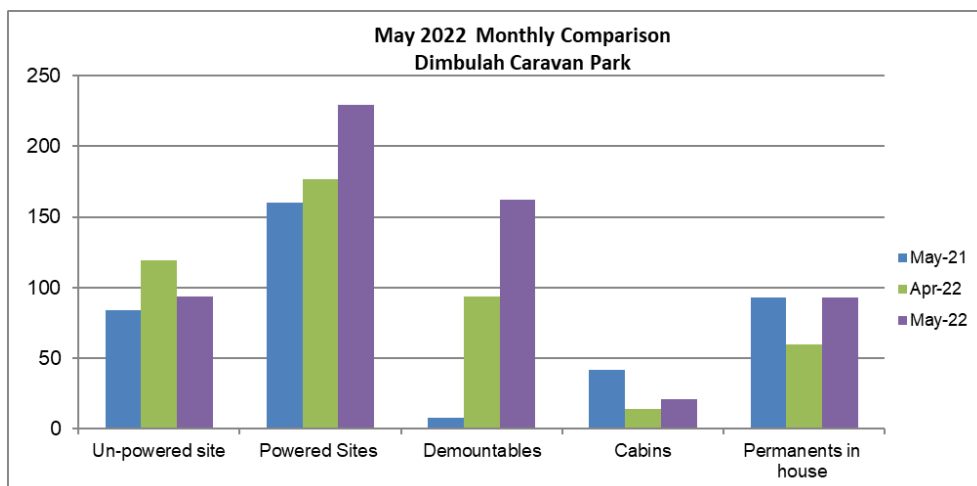


**Caravan Parks:**

Mareeba Riverside Caravan Park tenant numbers remain the same as last month and an increase on last year. Backpackers coming to the area have increased the patronage.



Dimbulah Caravan Park utilisation has increased for the month of May. Community events have stimulated campers in the park and visitors supporting these events are staying also.



**Vandalism & Graffiti:**

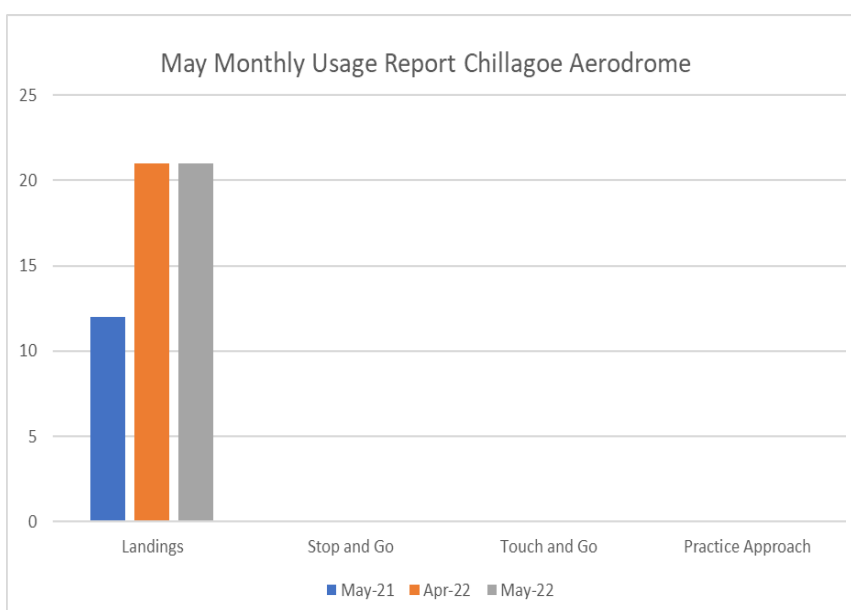
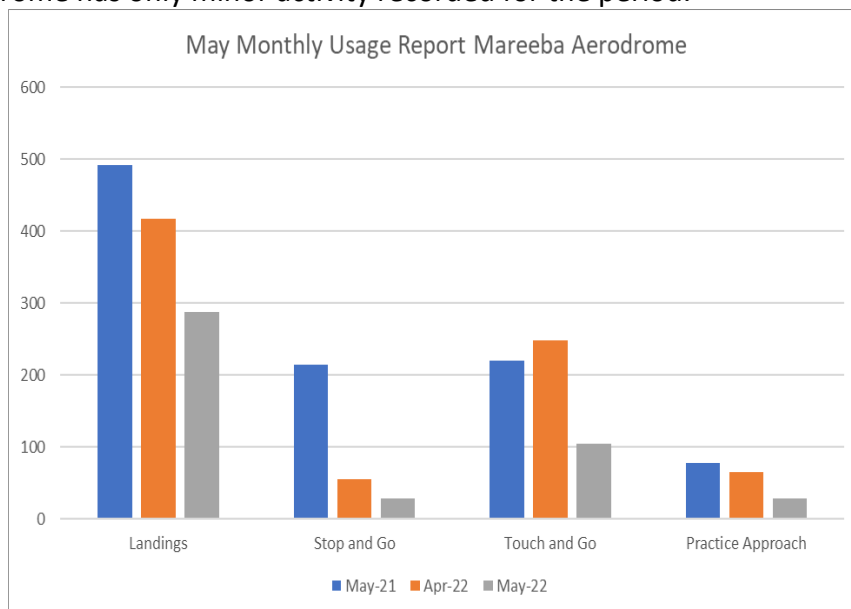
During May, 17 reports of vandalism/graffiti were recorded for Council facilities, with annual costs provided below;

Financial Year	Actuals	Comments – May 2022
2015/16	\$ 2,134.00	<ul style="list-style-type: none"> <li>• Mareeba Rankin Street Office - vandalism and graffiti x 4</li> <li>• Mareeba Arnold Park - vandalism and graffiti x 7</li> <li>• CWA Toilets/restroom - graffiti x 2</li> <li>• Mareeba Sports Hall - graffiti x 1</li> <li>• Mareeba Theatre Hall - vandalism and graffiti x 2</li> <li>• Kuranda Visitors Info Centre - graffiti x 1</li> </ul>
2016/17	\$ 16,546.00	
2017/18	\$ 23,948.00	
2018/19	\$ 14,851.00	
2019/20	\$ 14,211.18	
2020/21	\$ 62,199.62	
2021/22	\$ 42,108.25	

*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 May, potentially owing to internet connection issues uploading data to Avdata. Council is working with Telstra to have this rectified. Chillagoe Aerodrome has only minor activity recorded for the period.



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

Programs are being delivered in line with expectations, a small surplus across the portfolio is anticipated.

***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.

**9.7 LONG TERM ASSET MANAGEMENT PLAN**

**Date Prepared:** 24 May 2022

**Author:** Strategic Project Officer

**Attachments:** 1. [Long Term Asset Management Plan 2023-2032](#) 

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**EXECUTIVE SUMMARY**

Council adopted its first Long Term Asset Management Plan in March 2017. The plan was last reviewed in June 2021. This report provides the next Long-Term Asset Management Plan for Council's review and adoption in accordance with the *Local Government Act 2009* s104.

**RECOMMENDATION**

That Council adopts the Long Term Asset Management Plan 2023-2032.

**BACKGROUND**

Council manages assets with a current replacement cost of \$825 million, to deliver services for the ongoing prosperity, liveability and sustainability of the Shire.

The assets include transport; water; wastewater; waste; community housing; aviation and industrial facilities; office buildings and depots; parks and gardens; plant and fleet. Striking an optimal balance between affordability, levels of service and risk management of these assets is key to achieving Council's Corporate Vision of, "*A growing, confident and sustainable Shire*".

The Long-Term Asset Management Plan (LTAMP) has been developed in accordance with the requirements of the *Local Government Act 2009* and *Local Government Regulation 2012*, referencing the International Infrastructure Management Manual (IIMM). It is consistent with the Long Term Financial Plan 2022-2031 with the objective of maintaining financial and infrastructure capital over the long term.

The LTAMP demonstrates how Council will meet its legislative requirements in relation to asset management over the next ten (10) years. The plan provides background information around asset management and our legislative requirements as well as an overview of our strategic framework, asset management principles and community aspirations, the state of our assets, service levels, future demand, lifecycle management, a financial summary and an assessment of our asset management maturity. The plan then provides strategies to ensure the sustainable management of assets in our asset register.

The strategies, together with the Long Term Financial Plan are intended to ensure officers can provide informed advice to assist in Council's expenditure decisions. This will support an optimal balance between affordability, levels of service and risk management in the pursuit of ongoing prosperity, liveability and sustainability for the people of the Mareeba Shire.

This version includes updated strategies for sustainable management of assets, updated estimated capital and operational expenditure and an updated "state of the assets" summary. The updates ensure that the Long Term Asset Management Plan remains part of and consistent with the long term financial forecast, the asset register and the Corporate Plan.

**RISK IMPLICATIONS****Financial**

The LTAMP will improve Council's financial and infrastructure capital sustainability.

**Infrastructure and Assets**

This plan sets the framework for management of infrastructure and assets.

**Legal and Compliance**

A Long-Term Asset Management Plan is required under the *Local Government Act 2009* and *Local Government Regulation 2012*.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

A Long Term Asset Management Plan is required under the following legislation:

Local Government Act 2009

s4 (2) The local government principles are—

- (a) transparent and effective processes, and decision-making in the public interest; and
- (b) sustainable development and management of assets and infrastructure, and delivery of effective services; and
- (c) democratic representation, social inclusion and meaningful community engagement; and
- (d) good governance of, and by, local government; and

s104 Financial management systems

(5)(a) The system of financial management established by a local government must include—

- (i) a 5-year corporate plan that incorporates community engagement;
- (ii) a long-term asset management plan;
- iii) a long-term financial forecast;
- (iv) an annual budget including revenue statement;
- (v) an annual operational plan.

Local Government Regulation 2012

s167 Preparation of long-term asset management plan

- (1) A local government must prepare and adopt a long-term asset management plan.
- (2) The long-term asset management plan continues in force for the period stated in the plan unless the local government adopts a new long-term asset management plan.
- (3) The period stated in the plan must be 10 years or more.

s168 Long-term asset management plan contents

A local government's long-term asset management plan must—

- (a) provide for strategies to ensure the sustainable management of the assets mentioned in the local government's asset register and the infrastructure of the local government; and

(b) state the estimated capital expenditure for renewing, upgrading and extending the assets for the period covered by the plan; and

(c) be part of, and consistent with, the long-term financial forecast.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

### ***Capital***

The Long-Term Asset Management Plan Ten (10) Year Capital Expenditure Forecast is consistent with the Long-Term Financial Plan and informs annual Capital budgets.

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

Capital Budgets are informed by the Long-Term Asset Management Plan Ten (10) Year Capital Expenditure Forecast and the Long-Term Financial Plan.

### ***Operating***

The Long-Term Asset Management Plan Ten (10) Year Operational Expenditure Forecast is consistent with the Long-Term Financial Plan and informs annual Operational budgets.

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

Operational Budgets are informed by the Long-Term Asset Management Plan Ten (10) Year Operational Expenditure Forecast and the Long-Term Financial Plan.

## **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.

**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**

in conjunction with Council's Annual Operational Plan.



# Long Term Asset Management Plan 2023-2032







Long Term Asset Management Plan 2023-2032



Template AM  
Subplan Snapshot.p

**DOCUMENT REVISION HISTORY**

This document is Version 2.3, of the Long-Term Asset Management Plan and covers the period 2023-2032.

Date	Version	Revision details
<b>March 2017</b>	1.0	Long Term Asset Management Plan 2017-2026 adopted by Council.
<b>August 2018</b>	2.0	Long Term Asset Management Plan second release and major update. Includes updated Enterprise Risk Management Framework and incorporation of Asset Management Policy into the body of the LTAMP.
<b>October 2019</b>	2.1	Long Term Asset Management Plan Version 2.1. Minor update including updated Long-Term Financial Plan capital renewal and upgrade figures for the period 2020-2029.
<b>June 2021</b>	2.2	Long Term Asset Management Plan Version 2.2. Minor update including: 1. Section 4 State of the Assets data updated. 2. Section 8 Financial Summary updated. 3. Section 10 Asset Management Strategies updated.
<b>May 2022</b>	2.3	Long Term Asset Management Plan Version 2.3. Minor update including: 1. Executive Summary Current Replacement Cost updated. 2. Section 4 State of the Assets data updated and capital expenditure for asset service delivery now included. 3. Section 8 Financial Summary updated. <ul style="list-style-type: none"> <li>• 2032 Mareeba WTP Upgrades are noted as being addressed in the Water Asset Management Sub Plan.</li> <li>• Waste capital expenditure is on hold while the Regional Waste Plan is developed.</li> </ul> 4. Section 10 Asset Management Strategies updated.

<b>Next Review Date:</b>	June 2023
<b>Date Adopted:</b>	



Long Term Asset Management Plan 2023-2032

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Long Term Asset Management Plan 2023-2032

1. Executive Summary

Mareeba Shire Council (MSC) manages assets with a current replacement cost of \$825 million, to deliver fundamental services for the ongoing prosperity, liveability and sustainability of the shire. The assets include transport; water; wastewater; waste; community housing; aviation and industrial facilities; office buildings and depots; parks and open spaces; plant and fleet. Striking an optimal balance between affordability, levels of service and risk management of these assets is key to achieving Council's Corporate Vision of, "A growing, confident and sustainable Shire".

The Long-Term Asset Management Plan (LTAMP) has been developed in accordance with the requirements of the Local Government Act 2009 and Local Government Regulation 2012, referencing the International Infrastructure Management Manual (IIMM). It is consistent with the Long Term Financial Plan 2023-2032 with the objective of maintaining financial and infrastructure capital over the long term.

The LTAMP demonstrates how Mareeba Shire Council will meet its legislative requirements in relation to asset management over the next ten years. The plan provides background information around asset management and our legislative requirements as well as an overview of our strategic framework, asset management principles and community aspirations; the state of our assets, service levels, future demand, lifecycle management, a financial summary and an assessment of our asset management maturity. The plan then provides strategies to ensure the sustainable management of assets in our asset register.

The strategies together with the Long Term Financial Plan are intended to ensure officers can provide frank and transparent advice to inform Council's expenditure decisions. This will support an optimal balance between affordability, levels of service and risk management in the pursuit of ongoing prosperity, liveability and sustainability for the people of the Mareeba Shire.



Photo 1 John Doyle Bridge, Barron River. Anzac Avenue, Mareeba 2020.



Long Term Asset Management Plan 2023-2032

## 2. Legislation

This document has been prepared to demonstrate how Mareeba Shire Council intends to meet the asset management requirements of the *Local Government Act 2009* ('The Act') and the *Local Government Regulation 2012*. According to the Act, local governments must establish a system of financial management that includes a long-term asset management plan (*Local Government Act 2009.s104*).

Under the *Local Government Regulation 2012.s167-168*:

*S167*

- (1) Councils must prepare and adopt a long-term asset management plan.
- (2) The long-term asset management plan continues in force for the period stated in the plan unless the local government adopts a new long-term asset management plan.
- (3) The period stated in the plan must be 10 years or more.

And;

*S168*

The contents of the long-term asset management plan must:

- (a) provide for strategies to ensure the sustainable management of the assets mentioned in the local government's asset register and the infrastructure of the local government; and
- (b) state the estimated capital expenditure for renewing, upgrading and extending the assets for the period covered by the plan; and
- (c) be part of, and consistent with, the long-term financial forecast.



*Photo 2 Railway Avenue CBD Car Park Upgrade.*



Long Term Asset Management Plan 2023-2032

3. Overview

Strategic Framework

There are several planning documents that help Council achieve the community’s desired outcomes. This plan is prepared under the guidance of the Corporate Plan, Community Plan, Local Government Infrastructure Plan and Long Term Financial Plan. This Long-Term Asset Management Plan establishes our asset management principles together with our current practices; and develops strategies to ensure the sustainable management of our assets. The plan also provides the estimated capital expenditure for renewal, upgrade and extension of assets for the period 2023-2032 and is consistent with the long-term financial forecast.



Figure 1 Our Asset Management Strategic Framework

Asset Management Principles

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

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

Our principal focus areas for asset management are:

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

so that Council can:

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

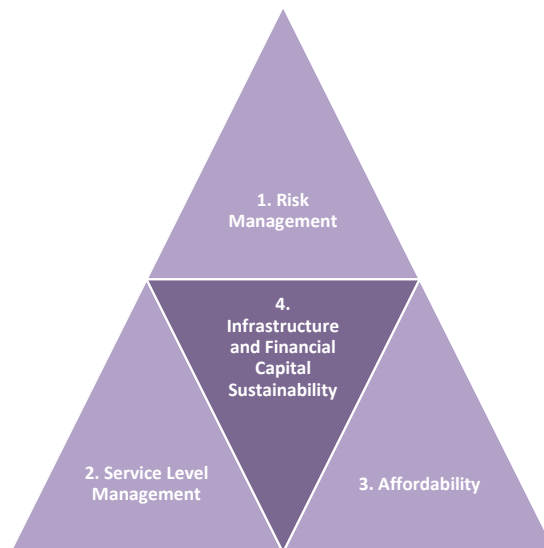


Figure 2 Asset Management Principles



Long Term Asset Management Plan 2023-2032

*Community Aspirations*

Council engages with the community through reference groups, user groups and through Councillor representation.

Requests for maintenance and capital works are investigated and prioritised for consideration and scheduling as part of our maintenance works and potentially as a capital works proposal. Capital works proposals are assessed against a multi-criteria and risk assessment framework that is approved by Council on an annual basis prior to the Capital Works planning period.

Our community's aspirations have been through community meetings and grouped into the areas of Transport Networks, Water Waste and Wastewater, Community Facilities, Parks Open Spaces and Trails and Aviation Facilities & Industrial Estates. These aspirations are summarised in Figure 3.

Transport networks

- Are well maintained and upgraded with adequate capacity for future population, economic growth and enhanced community safety in a rural and remote shire.

Water, waste and wastewater

- Infrastructure meets the needs of our growing population and is managed sustainably.

Community facilities

- Support our growing and diverse population and enable safe, active, healthy, vibrant lifestyles.

Parks, open spaces and trails

- Foster health and wellbeing in our rural and remote towns and districts.

Aviation facilities and industrial estates

- Meet increased demand contribute to jobs and economic growth.

Figure 3 Community Aspiration Summary



Photo 3 Mayor Toppin at Mareeba Water Treatment Plant



Long Term Asset Management Plan 2023-2032

Asset Management Governance

Asset Management is an issue for everyone across the organisation. A team approach reduces the risk of silos being created and ensures that specialist skills are brought together effectively.

A multi-disciplinary asset management team has been established with the following responsibilities:

*Councillors*

- Act as custodians of community assets;
- Set and approve asset management plans with linkage to Council’s Corporate Plan;
- Set levels of service, risk and cost standards based on the community’s needs, legislative requirements and Council’s ability to fund;
- Ensure asset investment decisions consider whole of life costs and balance the investment in new/upgraded assets with the required investment in asset renewal to meet specified levels of service; and
- Ensure appropriate resources for asset management activities are made available.

*Chief Executive Officer and Executive Management Team*

- Provide strategic direction and leadership;
- Review existing policies and develop new policies related to asset management; and
- Monitor and review performance of Council’s managers and staff in achieving the asset management strategy.

*Managers and Staff*

- Work collaboratively to develop and implement asset management plans;
- Deliver levels of service to agreed risk and cost standards; and
- Manage infrastructure assets in consideration of long term sustainability.

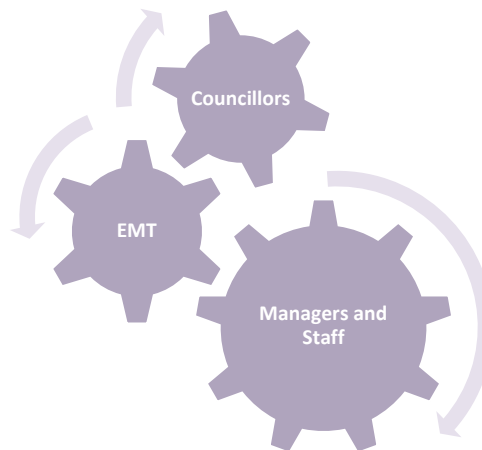


Figure 4 Asset Management Governance





Long Term Asset Management Plan 2023-2032

#### 4. State of the Assets

Council generates approximately \$37M in net rates and utility charges and owns approximately \$825M (Current Replacement Cost) of assets that are managed to deliver services to the community. We also receive other funding including grants which brings our total operating revenue to approximately \$48M. The following tables provide a snapshot of our assets, and service delivery profile including an operational budget of \$24M for service delivery and capital budget of \$33M, including significantly increased expenditure for renewing and upgrading water infrastructure.

Table 1 Assets and Service Delivery Snapshot

Service	Assets	#	Operational Budget 2021-22	Capital Budget 2021-22
<b>Transport</b>	Roads	2304 km	\$3,563,320	\$9,503,000
	Footpaths	44.7km		
	Kerb & channel	118.5 km		
	Drainage	44.2 km		
	Street Lighting	N.a	\$180,000	
	Street Cleaning	N.a	\$722,300	
	Bridges	81	\$557,000	
	Major Culverts	130		
	Minor Culverts	3009		
<b>Facilities</b>	General Facilities		\$500,500	\$2,548,000
	Depots	9	\$337,100	
	Caravan Parks	2	\$76,500	
	Public Halls	14	\$153,200	
	Public Toilets	28	\$266,600	
	Commercial Buildings	1	\$125,800	
	Council Buildings	53	\$738,100	
	Aquatic Facilities	3	\$615,100	
	Community Housing	108	\$76,100	
	Industrial Estates	1	\$21,100	
	Aerodromes	4	\$772,800	
<b>Water</b>	Treatment Plants	4	\$3,436,900	\$12,386,000
	Water Reservoirs	15	\$1,497,000	
	Pump Stations	17		
	Water Mains	258.3 km		
<b>Wastewater</b>	Treatment Plants	2	\$2,189,600	\$5,883,000
	<b>Reticulation</b>		\$1,255,200	
	Pump Stations	30		
	Length sewerage mains	134.95 km		
	Manholes	1862		
<b>Plant &amp; Fleet</b>	Plant and Fleet	208	\$2,670,900	\$882,000
<b>Waste</b>	Landfills and trenches	0	\$781,000	\$990,000
	Waste Transfer Stations	11	\$1,712,100	
<b>Parks &amp; Open Spaces</b>	Parks & Rec Reserves	150 ha	\$1,997,700	\$879,000
	Cemeteries	10	\$135,900	\$40,000
<b>TOTAL</b>			<b>\$24,381,900</b>	<b>\$33,111,000</b>



Long Term Asset Management Plan 2023-2032

Table 2 Capital Replacement, Residual Value and Depreciation 2022

Asset Class	Current Replacement Cost	Residual Value	Depreciated Replacement Cost	Annual Depreciation Expense
Transport	\$507,422,468	-	\$351,834,167	\$4,340,204
Facilities	\$93,763,121	-	\$67,443,905	\$1,423,541
Water	\$92,118,278	-	\$57,382,556	\$1,002,230
Wastewater	\$97,385,334	-	\$64,094,405	\$1,171,182
Land	\$13,382,447	-	\$13,382,447	-
Fleet	\$7,246,542	\$1,334,000	\$2,920,031	\$327,517
Waste	\$9,373,006	-	\$5,009,244	\$120,616
Other (IT, Office Equipment, Telecommunications)	\$1,402,367	-	\$515,144	\$75,962
Parks & Open Spaces	\$2,513,022	-	\$1,723,642	\$75,633
WIP	-	-	\$36,050,592	-
<b>Total</b>	<b>\$824,606,584</b>		<b>\$600,356,133</b>	<b>\$8,536,883</b>

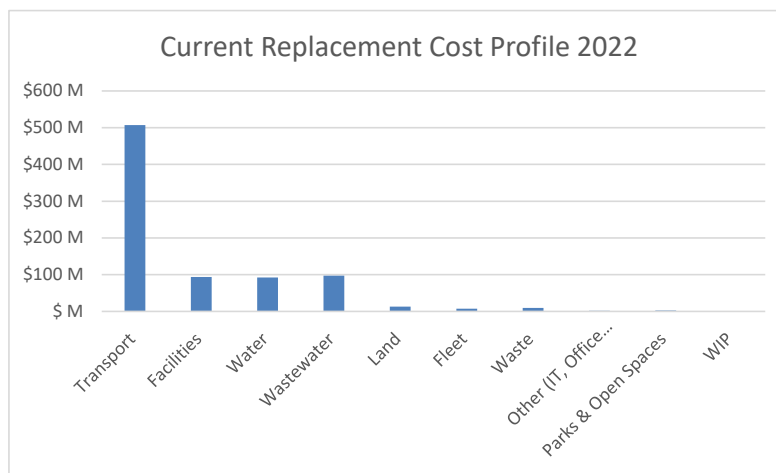


Figure 5 Asset Replacement Cost Profile 2022

## 5. Service Levels

"Levels of service are the outputs a customer receives from Council. Level of Service statements describe what Council is intending to deliver, commonly relate to service attributes such as quality, reliability, responsiveness, sustainability, timeliness, accessibility and cost and *should be written in terms the end user can understand and relate to*". (IPWEA, 2011)

Documentation of levels of service are being developed through the asset management plan development for individual asset classes. The maturity of these levels of service documents vary between asset classes and are prioritised for improvement through annual asset management maturity assessments and the Operational Plan planning process.

Desired levels of service have been adopted by Council in MSC's Local Government Infrastructure Plan (Jacobs Pty Ltd, 2018).

We can maintain current levels of service for the next ten years based on current knowledge and projections in the Long-Term Financial Plan. However, caution is required when making capital investment decisions to avoid creating funding pressure from allocating funding to new projects, instead of maintaining and renewing existing assets (IPWEA, 2011). Further asset data verification and analysis has been prioritised by Council in the Operational Plan to confirm and formalise our current asset knowledge.



Photo 4 Wolfram Road Bitumen Seal Widening Safety Upgrade



## 6. Future Demand

### Demand Forecast

Population growth and ultimate residential development capacity are provided within the Local Government Infrastructure Plan (LGIP) and supporting documents. These were prepared in accordance with the requirements of the *Planning Act 2016* to assist Council's in its long-term asset and financial planning. (Jacobs Pty Ltd, 2018).

Table 3 Existing and Projected Population

Priority Infrastructure Area (PIA)	Existing and projected population			
	2016	2021	2026	2031
Chillagoe	188	195	203	212
Dimbulah	372	386	402	419
Kuranda	1,906	1,978	2,062	2,146
Mareeba	8,902	9,241	9,631	10,022
<b>Total PIA</b>	<b>11,368</b>	<b>11,801</b>	<b>12,299</b>	<b>12,798</b>
Total outside PIA	10,189	10,804	11,263	11,724
<b>Total for area of Planning Scheme</b>	<b>21,557</b>	<b>22,605</b>	<b>23,562</b>	<b>24,522</b>

(Jacobs Pty Ltd, 2018)

### Demand Management

Demand for new services is managed through a combination of managing existing assets, upgrading existing assets, providing new assets to meet demand, including conditions on development applications to build new infrastructure and demand management. Demand management practices include non-asset solutions, insuring against risks and managing failures (NAMS and IPWEA, 2011). An example of how Mareeba uses non-asset demand management solutions is enacting water restrictions and encouraging water conservation methods during periods of drought.

### Asset Planning

The LGIP establishes assumptions about future growth and urban development including the assumptions of demand for each trunk infrastructure network, the priority infrastructure areas and the desired standards of service for each trunk infrastructure network the desired standard of performance. Schedules of works for existing and future trunk infrastructure have been developed for water supply, wastewater, storm water, transport, public parks and land for community facilities (Jacobs Pty Ltd, 2018). The LGIP Schedules of Works inform the capital works planning processes and development approval conditions.



## 7. Lifecycle Management

### Background Data

MSC uses Technology One to store asset data. Council has well developed asset registers including most core asset data such as asset ID, description, replacement value, depreciation, year of installation and essential financial reporting information.

“Asset condition is a measure of the asset's physical integrity. Information on asset condition underpins effective, proactive asset management programs by enabling prediction of maintenance, rehabilitation and renewal requirements. Asset condition is also critical to the management of risk, because it is linked to the likelihood that the asset will physically fail.” (IPWEA, 2011).

Condition assessments are currently managed differently depending on asset class and asset criticality. Condition assessments are scheduled to meet regulatory requirements and inform the capital renewal planning process. In addition to defect identification, an overall condition rating is assigned to the asset which is used to inform the capital renewal prioritisation process.

Table 4 Condition Rating Criteria

Score	Score Description	Criteria
1	Very Good	Approximately 0 - 20% of useful life consumed.
2	Good	Approximately 20 - 40% of useful life consumed.
3	Fair	Approximately 40 - 60% of useful life consumed.
4	Poor	Approximately 60 - 80% of useful life consumed.
5	Very Poor/Unsafe	Approximately 80 - 100% of useful life consumed.

(Mareeba Shire Council, 2020)

MSC has prioritised asset data verification, including condition assessment and defect identification, as a primary strategic focus area for improvement and this has been captured as an initiative in the Operational Plan.

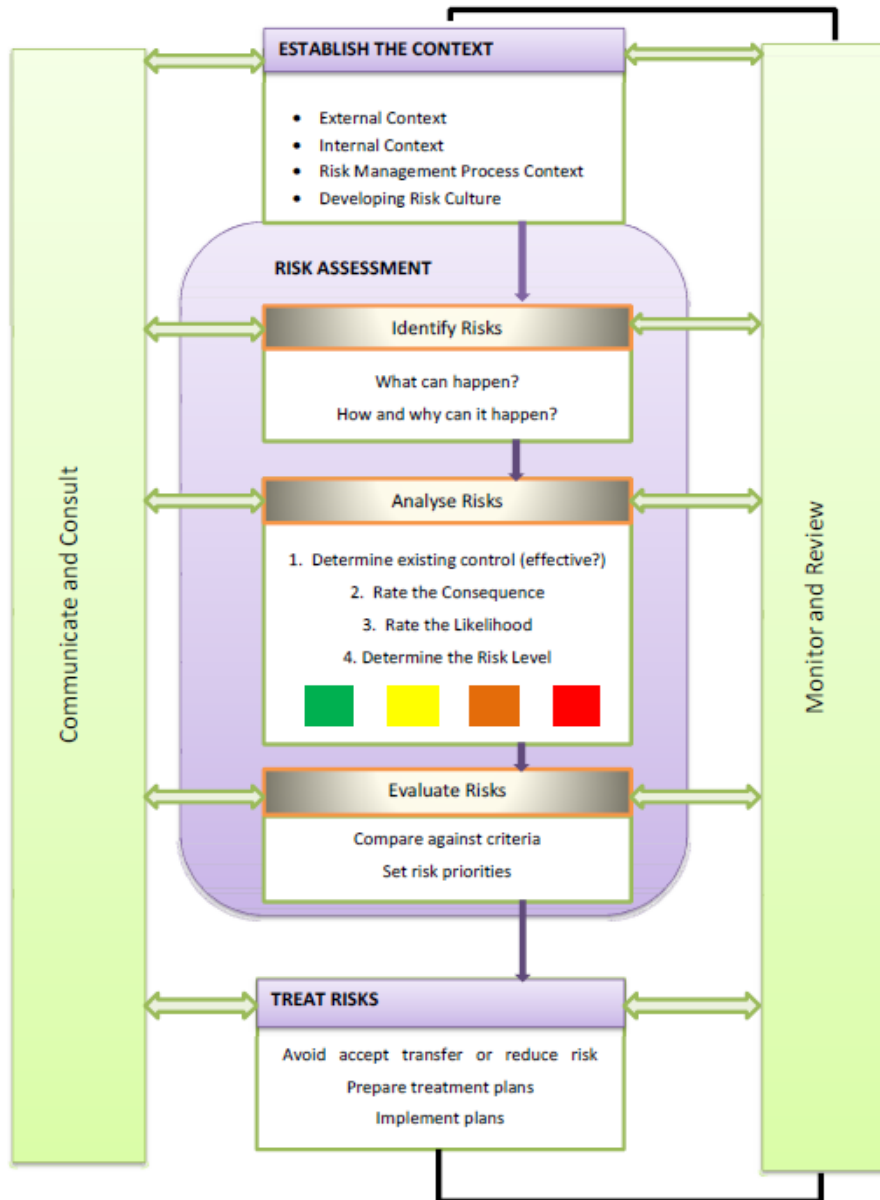
### Risk Management

Asset risks are managed using Council's Enterprise Risk Management Framework, Policy and Process. AS/NZS ISO 31000 defines risks as events that may cause failure to achieve objectives. Risk management involves identifying risks, evaluating them and managing the risks. Mareeba Shire has completed initial network level risk assessments for each asset class and has used this to inform the development of the Project Prioritisation Tool.

In addition, for each capital project proposal, a basic risk assessment of the current situation to the Council and the community is completed. This shows the risk of 'doing nothing'. Risk is assessed by combining the likelihood of a risk occurring and the consequence of the risk should the event occur. This is consistent with the AS NZS ISO 31000:2009 Risk Management Standard.

Long Term Asset Management Plan 2023-2032

Table 5 Summary of Council's Risk Management Process



(AS/NZS ISO 31000:2009)



Long Term Asset Management Plan 2023-2032

Critical Assets

Critical assets are those which are the most important for delivering the required service, and/or have the highest consequences, but not necessarily a high likelihood, of failure (IPWEA, 2011). The failure impact factors currently considered in our risk management framework include Health and Safety, Environment, Financial, Service Delivery/IT, Infrastructure and Assets, Legal/Compliance and Political/Reputation (Mareeba Shire Council, 2019).

Critical assets are a primary focus of the individual asset management plans for prioritised risk treatment. For Mareeba Shire Council it is proposed that critical assets could include the assets identified in Table 6.

Table 6 Examples of Possible Critical Assets

Asset Class	Critical Assets	Likelihood of Failure	Consequence of Failure	Risk Rating
Transport	Bridges and Major Culverts	Rare	Catastrophic	Moderate
Water	Treatment Plants	Possible	Major	Significant
	Reservoirs	Possible	Major	Significant
	Trunk Mains	Possible	Major	Significant
Wastewater	Treatment Plants	Rare	Major	Moderate
	Pump Stations	Possible	Major	Significant
	Trunk Mains	Unlikely	Major	Moderate
Facilities	Aviation Facilities	Rare	Catastrophic	Moderate
Parks and Open Spaces	Playground Equipment	Unlikely	Major	Moderate
Waste	Mareeba Landfill	Unlikely	Major	Moderate

Operations and Maintenance Plans

"Maintenance includes all actions necessary for keeping an asset as near as possible to its original condition but excluding rehabilitation or renewal. Maintenance slows down deterioration and delays the need for rehabilitation or replacement. It ensures that Council can continue delivering the required level of service." (IPWEA, 2011)

Operations and Maintenance planning processes are tailored for each asset class to comply with relevant legislation and regulations. Operations and maintenance works are progressively being incorporated into the TechnologyOne Works Order module so that planned maintenance can be scheduled and tracked, and defects and unplanned maintenance can be recorded and analysed.

Capital Investment Decisions

MSC's Project Prioritisation Tool (PPT) is used to apply Council's adopted decision criteria to all potential projects. The PPT uses both a multicriteria analysis and risk assessment to inform capital investment decisions. This assessment is combined with remaining useful life, condition data and the LGIP Schedules of Works to form the basis of the 10 year works plan for each asset class. Projects are entered in the PPT from a variety of sources including condition assessments, asset register renewal data, community and Councillor requests. Council's initiative to verify asset data (see Table 10 Strategy One: Develop our asset knowledge) will improve the quality of information available to inform our capital investment decisions.



Long Term Asset Management Plan 2023-2032

## 8. Financial Summary

"Financial and asset management should complement each other rather than there being a separation between the activities. Outputs from asset management strategies and activities should flow into financial management processes and vice versa. Much more financial information is typically required to properly manage assets than might be required to comply with regulatory or accounting standards" (IPWEA, 2011) .

Mareeba Shire's Long Term Financial Plan presents a point in time forecast, and whilst it complies with accounting standards and regulation, there is an identified opportunity to improve and ensure a seamless connection between the asset management strategies and activities and the long-term financial plan. The central component of this improvement process is to undertake asset data verification, and this has been committed to by Council in the annual Operational Plan.

The Water Capital Expenditure Forecast increase in 2032 is for planned upgrades to the Mareeba Water Treatment Plant and these are addressed in the Water Asset Management Sub Plan. Waste capital expenditure is on hold while the Regional Waste Plan is developed.

Table 7 Ten-Year Capital Expenditure Forecast (\$,000)

Asset Class	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<b>Buildings</b>	2,025	1,564	1,093	1,122	1,151	1,182	1,194	1,223	1,253	1,284
<b>Plant &amp; equipment</b>	832	865	885	910	931	955	977	1,003	1,029	1,055
<b>Roads, drainage &amp; bridges</b>	10,719	8,929	9,184	9,451	9,721	9,986	10,274	10,515	10,772	11,041
<b>Parks and Open Spaces</b>	3961	589	1237	79	81	83	85	87	89	5311
<b>Water</b>	9,130	3,171	7,518	4,394	7,161	4,359	3,977	5,684	5,644	36,359
<b>Wastewater</b>	9161	3527	7162	2862	7814	2206	2939	3162	2939	4270
<b>Waste<sup>1</sup></b>	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>35,828</b>	<b>18,645</b>	<b>27,079</b>	<b>18,818</b>	<b>26,859</b>	<b>18,771</b>	<b>19,446</b>	<b>21,674</b>	<b>21,726</b>	<b>59,320</b>

Table 8 Ten-Year Operational Expenditure Forecast (\$,000) <sup>2</sup>

Asset Class	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<b>Buildings</b>	2,972	2,999	3,062	3,086	3,113	3,170	3,213	3,251	3,301	3,384
<b>Plant &amp; equipment</b>	2,699	2,727	2,833	2,947	3,065	3,211	3,371	3,533	3,693	3,785
<b>Roads, drainage &amp; bridges</b>	9,367	9,568	9,742	10,007	10,239	10,529	10,779	10,845	11,100	11,378
<b>Parks and Open Spaces</b>	3,242	3,322	3,403	3,486	3,563	3,642	3,718	3,805	3,897	3,994
<b>Water</b>	5,471	5,598	5,729	5,862	5,998	6,138	6,281	6,427	6,577	6,731
<b>Wastewater</b>	3,882	3,960	4,040	4,121	4,205	4,290	4,377	4,466	4,556	4,658
<b>Waste</b>	4,869	4,959	5,061	5,185	5,313	5,442	5,575	5,710	5,849	5,992
<b>Total</b>	<b>32,502</b>	<b>33,133</b>	<b>33,870</b>	<b>34,694</b>	<b>35,496</b>	<b>36,422</b>	<b>37,314</b>	<b>38,037</b>	<b>38,973</b>	<b>39,922</b>

<sup>1</sup> Waste capital expenditure is on hold until the Regional Waste Plan is developed.

<sup>2</sup> Includes Depreciation Expense





### 9. Asset Management Maturity

Our Asset Management Continuous Improvement Process is outlined in Figure 6 Asset Management Continuous Improvement Process (IPWEA, 2018).

The first step is to assess asset management performance. Council officers assess and review our asset management processes and documentation on an annual basis and identify improvement actions. The annual maturity assessment is based on the core Asset Management Plan Structure in the International Infrastructure Management Manual and is consistent with the Institute of Public Works Engineering Australia (IPWEA) NAMS.PLUS guidelines. The second step is moderation by the relevant Senior Management Team members, and then reporting to EMT so that priorities and methodology for improvements can be agreed.

The maturity assessment and improvement actions are captured in the TechnologyOne Database, including historical information, so that progression and improvements can be tracked. Key priorities are included in the Operational Plan (step three), so that delivery of the improvements (step four) can be monitored through formal corporate processes by Council (step five).

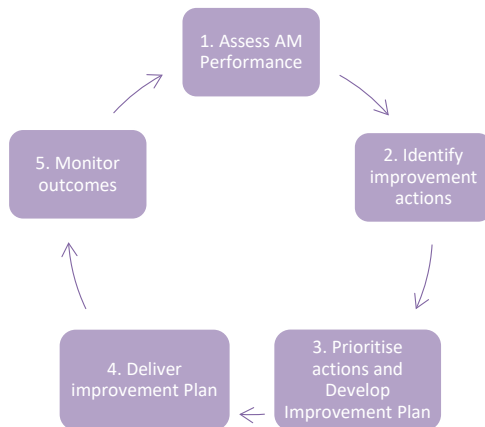


Figure 6 Asset Management Continuous Improvement Process (IPWEA, 2018).

Our goal is to work towards 'Core' asset management maturity, and strategies have been developed to commence this improvement progress. An Asset Management Plan at a 'Core' level of maturity contains asset data including: condition and performance information, description of services, service levels, critical assets, future demand forecasts, asset management processes, a ten-year financial forecast and a three-year improvement plan. This is considered the level of information needed to enable Council to meet the required level of service in the most cost-effective manner, through management of assets for present and future customers. It allows Council to look at the lowest long-term cost rather than short term savings when making decisions. (IPWEA, 2011)

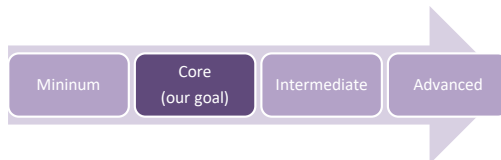


Figure 7 Asset Management Improvement Maturity Index (IPWEA, 2011)



Long Term Asset Management Plan 2023-2032

The Asset Management Plan Structure is detailed in Table 8 (IPWEA, 2011) and questions have been developed to ascertain our progress.

Table 9 Asset Management Plan Structure and Maturity Review Questions

<b>1. Levels of Service</b>	
<b>Customer research and expectations</b>	<ul style="list-style-type: none"> <li>Customer request (CR) history used?</li> <li>Community Plan information used?</li> </ul>
<b>Strategic and corporate goals</b>	<ul style="list-style-type: none"> <li>Do strategic and corporate goals reflect service delivery?</li> </ul>
<b>Legislative requirements</b>	<ul style="list-style-type: none"> <li>Referenced and being implemented?</li> </ul>
<b>Current levels of service (what we provide now)</b>	<ul style="list-style-type: none"> <li>Documented?</li> <li>Financial analysis complete?</li> <li>Target KPIs?</li> <li>Measured and reported?</li> </ul>
<b>Desired levels of service</b>	<ul style="list-style-type: none"> <li>Desired levels of service (what the community would like).</li> </ul>
<b>2. Future Demand</b>	
<b>Demand drivers</b>	<ul style="list-style-type: none"> <li>Considered? Documented?</li> </ul>
<b>Demand forecast</b>	<ul style="list-style-type: none"> <li>Are upgrades reactive or planned? Are PIP assets planned and budgeted?</li> </ul>
<b>Demand impact on assets</b>	<ul style="list-style-type: none"> <li>Demand analysis predicts changes in utilisation. Impacts of new &amp; upgraded assets on existing assets considered?</li> </ul>
<b>Demand management plan</b>	<ul style="list-style-type: none"> <li>Any demand management processes in place or documented?</li> </ul>
<b>Asset programs to meet demand</b>	<ul style="list-style-type: none"> <li>Is there a long-term asset upgrade/new program identified to meet projected demand?</li> <li>Are any major projects identified formally or informally to meet expected demand increases?</li> </ul>
<b>3. Lifecycle Management</b>	
<b>Background Data</b>	<ul style="list-style-type: none"> <li>How current, reliable and complete is data (age, condition, capacity, performance, historical data).</li> <li>How easy is it to retrieve data in the format you require?</li> </ul>
<b>Risk Management Plan</b>	<ul style="list-style-type: none"> <li>Network level risk assessment complete?</li> <li>Critical assets and any other high-risk assets identified?</li> <li>Risk mitigation plan in place for these assets?</li> <li>Priority on critical assets for renewal over other asset renewals or upgrades?</li> </ul>
<b>Routine Operations and Maintenance Plan</b>	<ul style="list-style-type: none"> <li>Reactive or planned maintenance?</li> <li>Documented or captured in works orders?</li> <li>Maintenance cost forecasts informing the LTFP?</li> </ul>
<b>Renewal Plan</b>	<ul style="list-style-type: none"> <li>Has a 10-year forecast been prepared using:</li> <li>Asset useful lives checked against operational knowledge?</li> <li>Network level risk assessment informs asset renewals?</li> <li>Asset renewal plan documented?</li> <li>Or are renewals funded reactively (when they are failing)?</li> </ul>
<b>Creation/Acquisition/Upgrade Plan</b>	<ul style="list-style-type: none"> <li>Has a 10-year forecast been prepared based on demand analysis, condition assessment and risk management?</li> <li>Is the forecast optimised based on whole of life costing (including operating and maintenance expenditure), or are upgrades proposed in an ad-hoc manner?</li> <li>Is there any process in place to determine the cumulative consequences of asset growth?</li> </ul>
<b>Disposal Plan</b>	<ul style="list-style-type: none"> <li>Has an assessment of no longer required assets been completed and plans made to dispose or decommission?</li> </ul>
<b>Service Consequences and Risks</b>	<ul style="list-style-type: none"> <li>Have service consequences and risks associated with budget constraints (inability to complete identified projects) and been documented?</li> </ul>
<b>4. Financial Summary</b>	
<b>Financial Statements and Projections</b>	<ul style="list-style-type: none"> <li>Financial reporting shows historical trends and current position for operational / maintenance / renewal / upgrade / expansion costs.</li> </ul>
<b>Funding Strategy</b>	<ul style="list-style-type: none"> <li>Has 10-year renewal and upgrade forecast been matched to available funding?</li> <li>Have any methods of raising additional revenue or managing risks been identified for unfunded projects</li> </ul>
<b>Valuation Forecasts</b>	<ul style="list-style-type: none"> <li>As per accounting standards.</li> </ul>
<b>Financial Assumptions</b>	<ul style="list-style-type: none"> <li>As per accounting standards.</li> </ul>
<b>Forecast Reliability and Confidence</b>	<ul style="list-style-type: none"> <li>Reviews of useful life, residual method and depreciation method are carried out and documented annually.</li> <li>All assets with remaining life of &lt; 2 years are reviewed against forward works programs and useful/remaining life adjusted to recognise projected remaining life (in progress).</li> <li>Asset reporting functionality</li> </ul>
<b>5. Improvement and Monitoring</b>	
<b>Asset Management Maturity</b>	<ul style="list-style-type: none"> <li>Basic, core or advanced?</li> </ul>
<b>Improvement Program</b>	<ul style="list-style-type: none"> <li>Any informal or documented improvements in place?</li> </ul>
<b>Monitoring and Review</b>	<ul style="list-style-type: none"> <li>Are procedures monitored for compliance or reviewed for improvement?</li> </ul>
<b>Performance Measures</b>	<ul style="list-style-type: none"> <li>Are identified KPI's collected, monitored and used for improvements?</li> </ul>



Long Term Asset Management Plan 2023-2032

## 10. Asset Management Strategies

Two strategies have been developed to mature Mareeba Shire Council's asset management processes and implement an integrated risk-based plan that delivers an optimal balance between affordability and levels of service.

Table 10 Strategy One: Develop our asset knowledge

Improvement Action	Desired Outcome	Council's Current Commitments	Corporate Plan Goal - Line of Sight
<b>1.1 Further develop and annually review individual Asset Management Plans across the organisation.</b>	Council adopted individual asset management plans.	Operational Plan Project to continue developing asset management sub plans.	<b>FIN1 Long-Term Financial Plan that supports effective and sustainable financial management.</b>  Maintain and enhance long-term financial plans.  All decisions should support Council's strategic direction of financial sustainability.
<b>1.2 Develop sustainable and fair levels of service and performance monitoring framework with a clear line of sight to Corporate Goals.</b>	Ensure that service levels are written in terms the end user can understand and relate to.	Include in asset management sub plans referencing and informing Long Term Financial Plan and Forecast.	<b>TCI1 Sustainable Infrastructure for the future.</b>  Maintain Council infrastructure that sustains industry and development and supports future growth of the region.  Where possible develop infrastructure to mitigate against future severe weather events.
<b>1.3 Improve our ability to forecast, manage and plan for new assets to meet future demand.</b>	Better utilisation of existing assets and reduction in capital expenditure where possible.	Include in asset management sub plans referencing and informing the Local Government Infrastructure Plan (LGIP).	<b>TCI4 Public spaces and facilities</b>  Encourage partnerships with community, private sector and government to better utilise council facilities and spaces.  <b>EAE1 Environmentally responsible and efficient</b> waste and wastewater management  Promote the minimisation of waste the community creates.
<b>1.4 Verify data in asset registers.</b>	To maintain and improve confidence in asset register data.	Continue improving data verification.	<b>TCI1 Sustainable Infrastructure for the future</b>  Maintain and enhance Asset Management Plans.
<b>1.5 Progressively improve planned condition and defect inspection programs.</b>	Improve understanding of the existing assets to facilitate better decision making.	Continue improving condition assessments and defect identification using TechnologyOne mobility and defect capture modules.	<b>TCI1 Sustainable Infrastructure for the future</b>  Maintain and enhance Asset Management Plans  Operate, maintain and renew existing Council infrastructure in accordance with Long Term Asset Management Plan.  Maintain Council infrastructure that sustains industry and development and supports future growth of the region.
<b>1.6 Review all asset classes to confirm and document critical assets and high-level business risks for all asset classes.</b>	Allow Council to understand its overall risk exposure and plan to manage risk to acceptable levels.	Review and refine as asset management sub plans are developed.	<b>GOV2 Strong focus on compliance and enterprise risk</b>  Enterprise risk management process is commonly understood across the organisation to manage risk identification and cost effectively control identified risks



Long Term Asset Management Plan 2023-2032

Table 11 Strategy Two: Mature our Asset Lifecycle Management

Action	Desired Outcome	Actions	Corporate Plan Goal - Line of Sight
2.1 Increase use of whole of life costing and optimisation for capital investment decision making.	To ensure all aspects of financial sustainability are considered in the capital works planning process.	Continue including whole of life cost as a criterion in the Project Prioritisation Tool and as a focus for investments	<b>FIN1 Long-Term Financial Plan that supports effective and sustainable financial management</b>  All decisions should support Council's strategic direction of financial sustainability
2.2 Review and improve capital project acceptance criteria, multicriteria analysis and risk-based decision framework in the Project Prioritisation Tool (PPT).	To continually improve decision making on all projects and to ensure the best outcome for the whole community is achieved.	Annually reviewed and adopted by Council prior to Capital Works proposal identification.  Parks and Open Spaces Strategy to inform a major review of Parks Criteria.	<b>GOV2 Strong focus on compliance and enterprise risk</b>  Enterprise risk management process is commonly understood across the organisation to manage risk identification and cost effectively control identified risks.
2.3 Refine Operational Strategies.	Effective asset utilisation and readiness for incident response.	Ensure operational plans and processes are identified and included in asset management sub plans.  Refine and develop new plans if gaps are identified for improvement.	<b>TCI1 Sustainable Infrastructure for the future</b>  Operate, maintain and renew existing Council infrastructure in accordance with Long Term Asset Management Plan.
2.4 Refine Maintenance Strategies including Levels of Service and Intervention Levels, workplans for planned and unplanned maintenance.	To deliver the required functionality and performance by retaining an asset as near as practicable to its original condition (excluding rehabilitation and renewal).	Review and refine service levels when asset management sub plans are developed and reviewed, optimising with affordability, risk management and long term financial and infrastructure sustainability.	<b>TCI1 Sustainable Infrastructure for the future</b>  Maintain Council infrastructure that sustains industry and development and supports future growth of the region.
2.5 Update the Long Term Financial Plan covering ten years incorporating asset management plan capital and operational/maintenance expenditure projections with a sustainable funding position.	Sustainable funding model to provide Council services.	Update the Long Term Financial Forecast annually with consideration to the updated capital and operational expenditure forecasts developed in each asset management sub plan.	<b>FIN1 Long-Term Financial Plan that supports effective and sustainable financial management</b>  Maintain and enhance long-term financial plans
2.6 Ensure the Long Term Financial Plan continues to form the basis for the annual budgets.	Long term financial planning drives budget deliberations.	Implement annually during the budgeting process. Ongoing improvements to be included in the LTFFP with new information from asset management sub plans.	<b>FIN1 Long-Term Financial Plan that supports effective and sustainable financial management</b>  All decisions should support Council's strategic direction of financial sustainability

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## 11. References

AS/NZS ISO 31000:2009. (n.d.). *AS/NZS ISO 31000:2009*.

IPWEA. (2011). *International Infrastructure Management Manual*.

IPWEA. (2018). *NAMS.plus3 Asset Management Plan*.

Jacobs Pty Ltd. (2018). *Local Government Infrastructure Plan*.

Mareeba Shire Council. (2019). *Risk Management Framework*.

Mareeba Shire Council. (2020). *Project Prioritisation Tool, Condition Criteria*.

Mareeba Shire Council. (2020). *Statewide Water Information Management*. Queensland Water Directorate.

Mareeba Shire Council. (2021). *Asset Register Report*.

Mareeba Shire Council. (2021). *Long Term Financial Plan*.

NAMS and IPWEA. (2011). *International Infrastructure Management Manual*. National Asset Management Steering Group (NAMS) and Institute of Public Works Engineers Australia (IPWEA).



**9.8 INFRASTRUCTURE SERVICES, WATER AND WASTE OPERATIONS REPORT - MAY 2022**

**Date Prepared:** 1 June 2022  
**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 May 2022.

**RECOMMENDATION**

That Council receives the Infrastructure Services, Water and Waste Operations Report for May 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 whereas some were slightly higher due to lower rainfall 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.

<b>Water Treatment</b>	<b>Mareeba</b>	<b>Kuranda</b>	<b>Chillagoe</b>	<b>Dimbulah</b>	<b>Mt Molloy*</b>
Water Plant average daily production (kL)	5,863	1,148	308	255	59
Number of Connections	4,385	982	157	272	137
Average daily water consumption per connection (L)	1,337	1,169	1,962	938	522

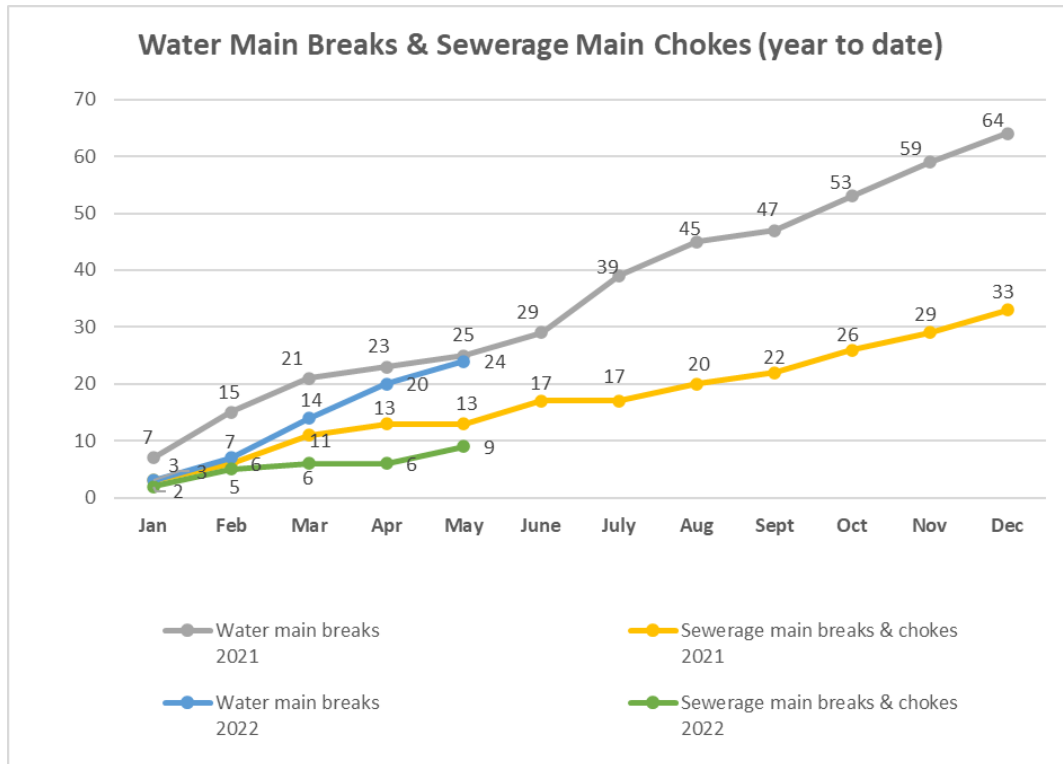
\* Mt Molloy is an untreated, non-potable water supply

<b>Wastewater Treatment</b>	<b>Mareeba</b>	<b>Kuranda</b>
Wastewater Plant average daily treatment (kL)	2,931	201
Number of Connections	3,424	346
Average daily inflow per connection (L)	856	581

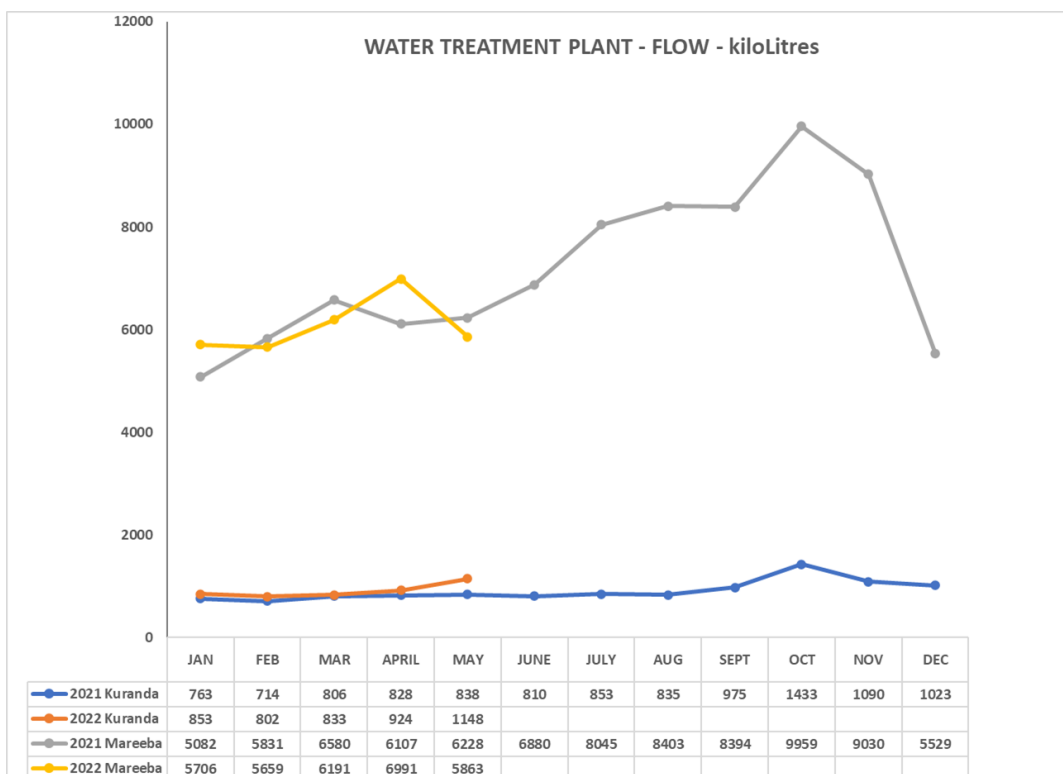
**Water and Wastewater Reticulation:**

Council's water reticulation crew attended to four (4) water main breaks and three (3) sewer main break 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:



**Water consumption Mareeba and Kuranda Water Schemes – KiloLitres per day**





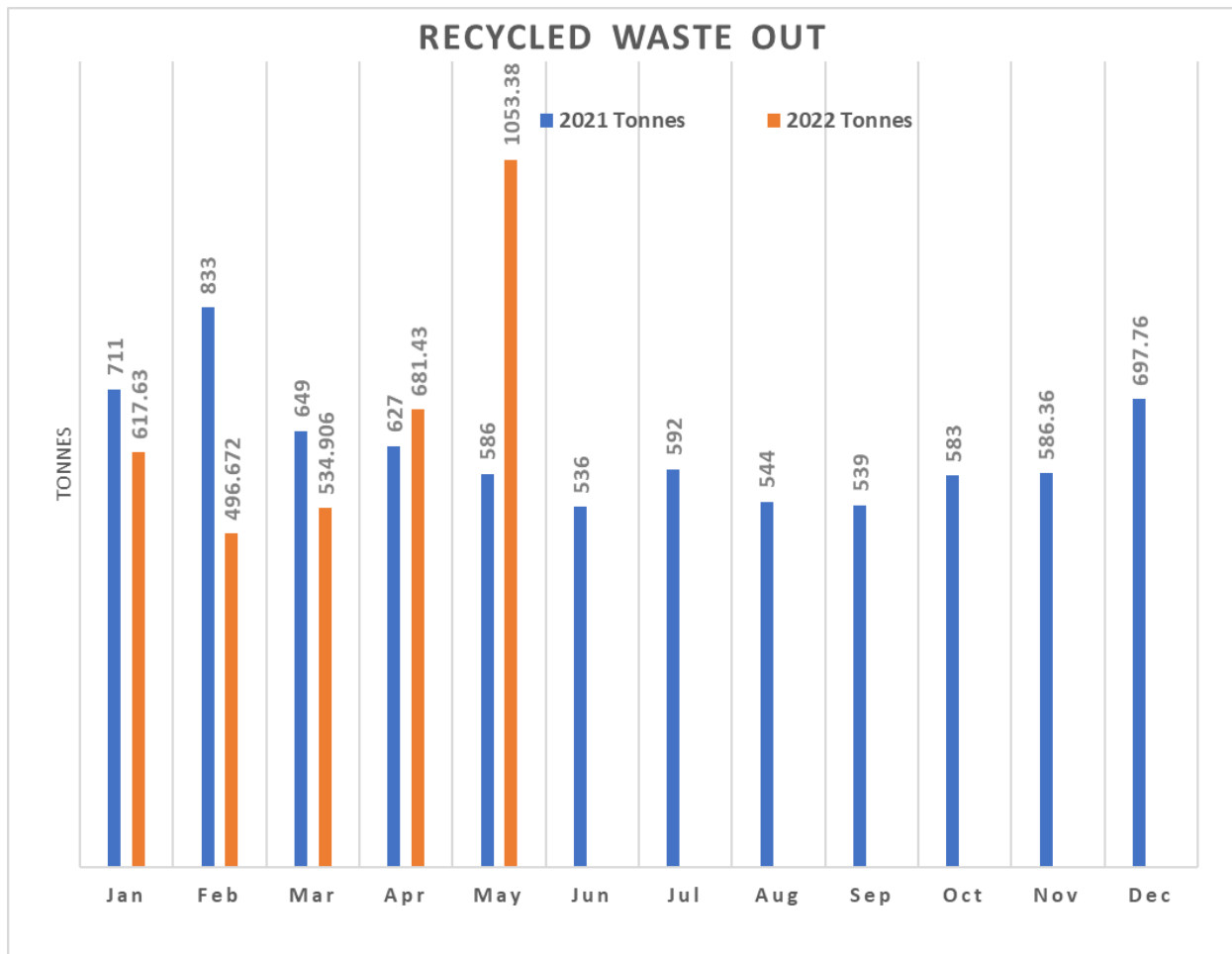
**Waste Operations:**

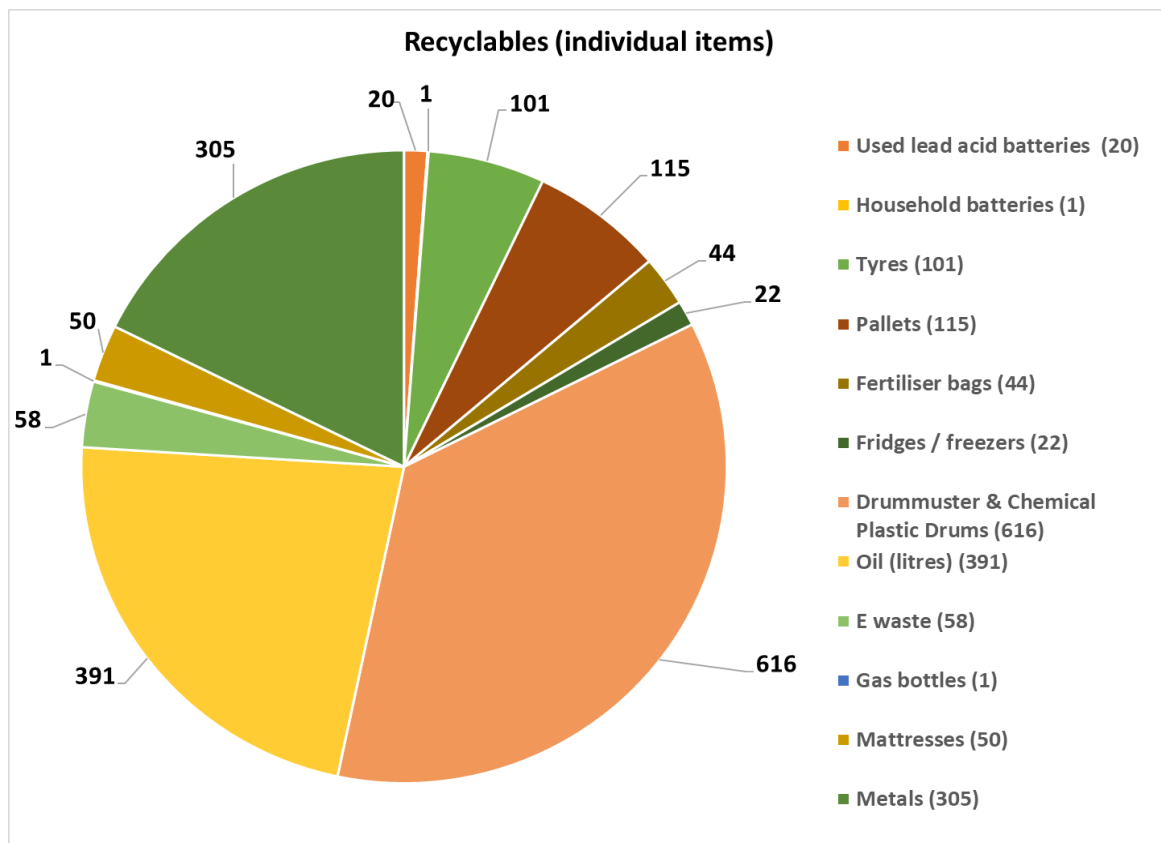
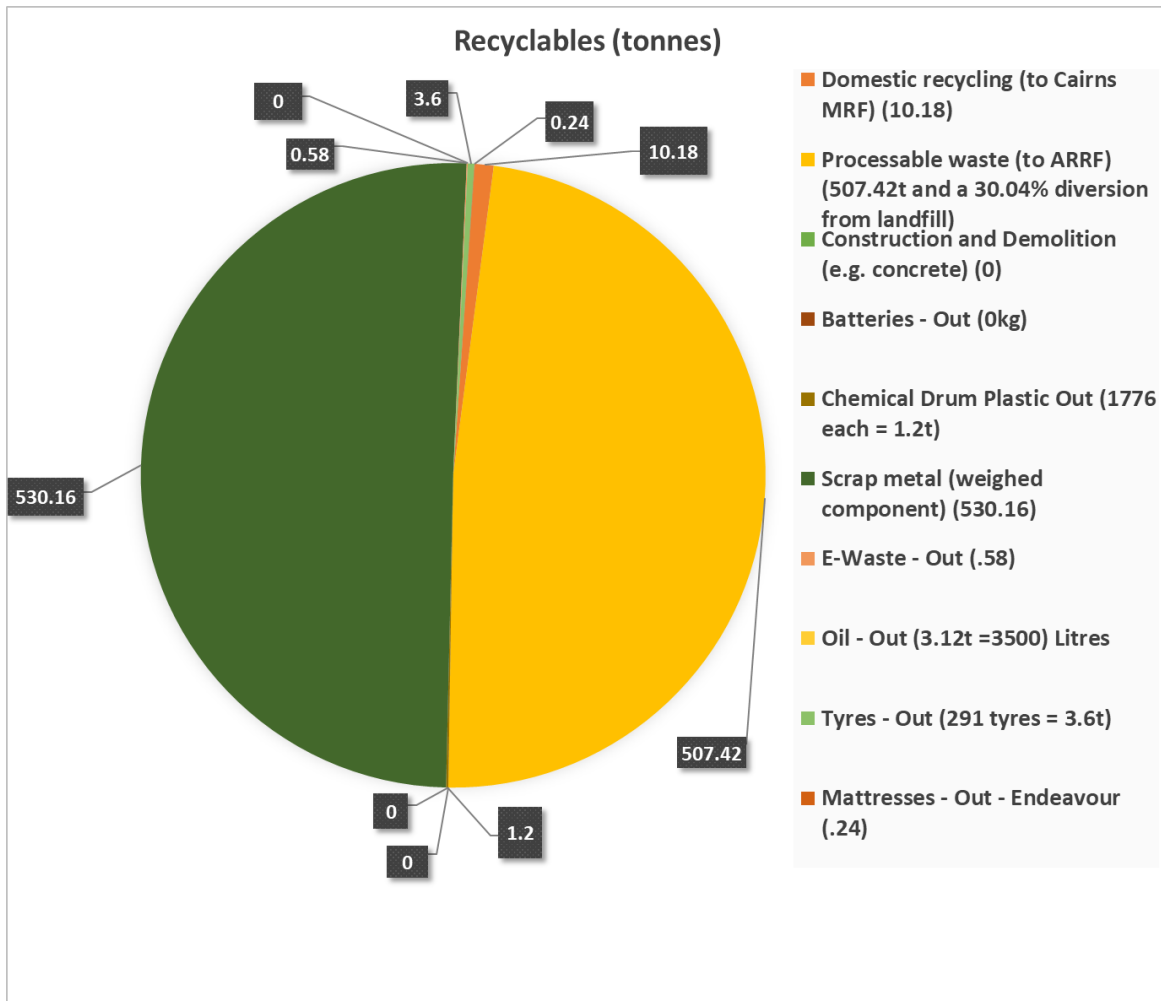
All transfer stations are currently operational. New iWEIGH software has been implemented in the Kuranda and Mareeba Transfer Stations and new tablets with printers for the other transfer stations have arrived. MSC IT have set these four (4) tablets up and integrated them to enable operational requirements. The Tablets are now with the contractor for use at the remote transfer station sites with minor adjustments to occur in the background to reflect the deeming table charges. All sites should be recording waste in and out by the end of June 2022.

Mareeba Transfer Station is reviewing the Onsite Operational Purpose (OSOP) exemption with Department of Environmental and Science (DES) which is due to be renewed on the 1 July 2022.

Recycling

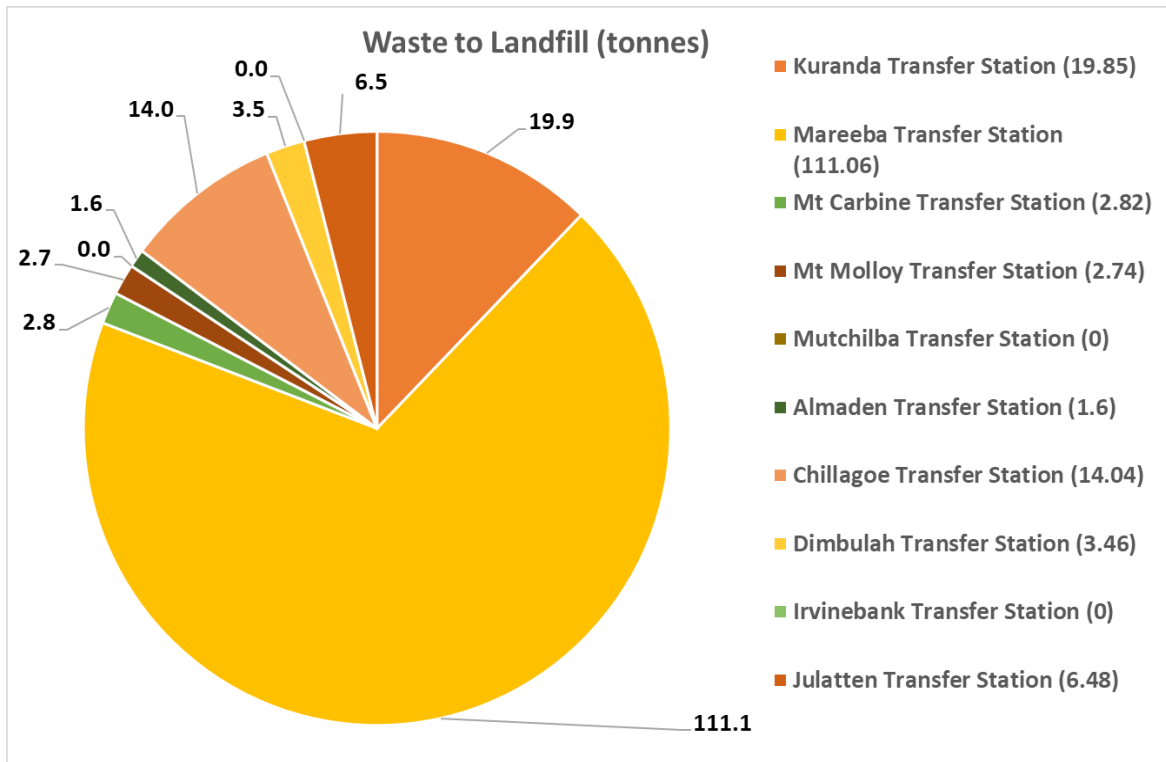
Waste material collected at each of the waste transfer stations are either deposited directly to the Springmount Waste Facility, recycled, or transported to the SUEZ Advanced Resource Recovery Facility (ARRF) in Cairns for processing. Note May is the largest month of recycled waste out and this is due to the metal leaving site at Mareeba being 530.16 tonnes.





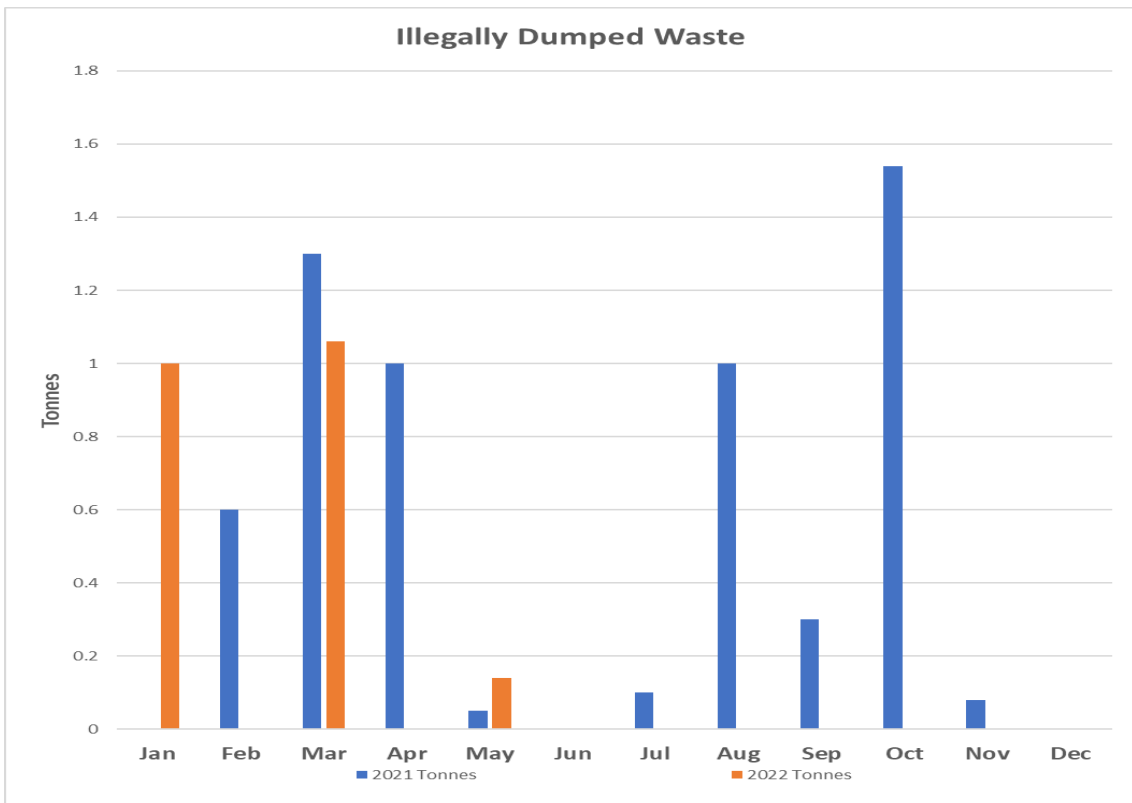
Waste to Transfer Station Mareeba

Transfer Station dry waste is transported off site to the Springmount Waste Facility.



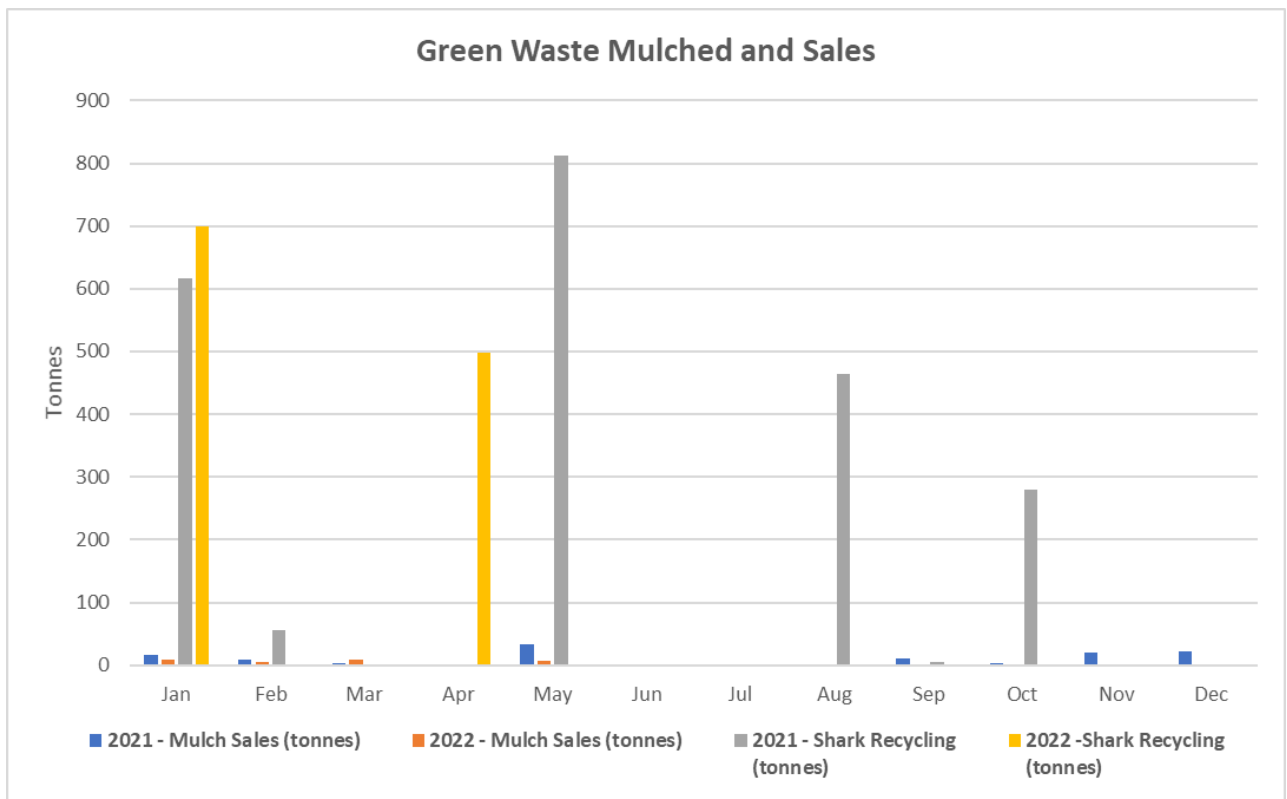
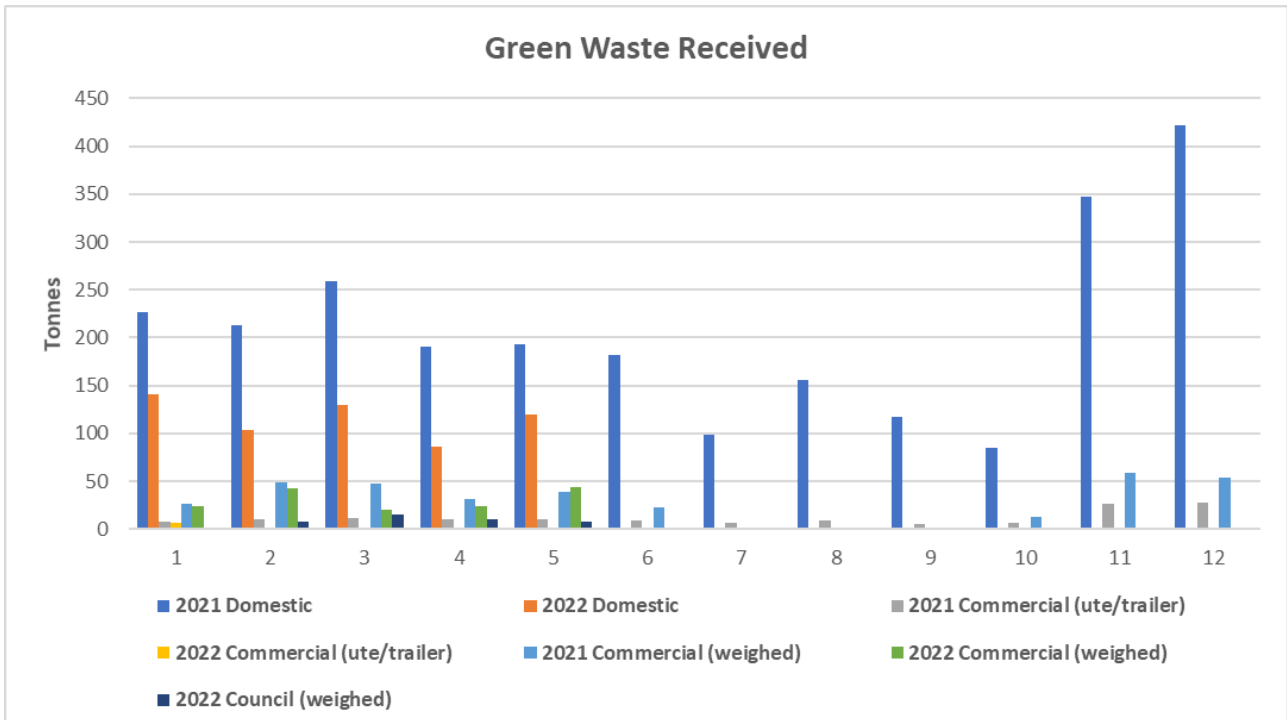
**Illegally Dumped Waste**

There was .14tonnes of illegally dumped waste recorded through Mareeba Waste Transfer Station during the month of May.



**Green Waste**

Council received a total of 172 tonnes of green waste in the month of May. No green waste was mulched in May. It should be noted that with the introduction of the new data recording software, Mareeba and Kuranda are included in these figures as a total. Kuranda will be recording receipt of Electric Ant contaminated green waste, this will commence in June.



**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



**9.9 T-MSC2022-23 ASPHALT OVERLAY REYNOLDS STREET, MAREEBA**

**Date Prepared:** 30 May 2022

**Author:** Manager Works

**Attachments:** Nil

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**EXECUTIVE SUMMARY**

The purpose of this report is to seek Council endorsement of the awarding of Contract T-MSC2022-23 Asphalt Overlay for Reynolds Street, Mareeba.

Early approval of the contract acceptance was to allow the successful contractor to mobilise their plant and enable the asphalt overlay to commence as soon as possible and ensure the works will be completed to comply with Roads to Recovery (R2R) funding that requires acquittal by 30 June 2022.

**RECOMMENDATION**

That Council endorses the awarding of Tender T-MSC2022-23 Asphalt Overlay for Reynolds Street, Mareeba to FGF Bitumen Pty Ltd as per Schedule of Rates for the supply, lay and associated asphalt works in Reynolds Street.

**BACKGROUND**

The asphalt overlay project for Reynolds Street is a component of Council's annual 2021/22 Bitumen Reseal program with a combined budget of \$1.25M exclusive GST. The overall budget allocated provides for both bitumen reseals, and asphalt overlay works, which incorporates associated pavement preparation, line marking reinstatement and contingency funding.

Council has invited tenders from suitably qualified and experienced contractors to undertake the Reynolds Street project which closed on 16 May 2022.

Council requested "cost per tonne" rates to supply and lay asphalt only in Reynolds Street, Mareeba. The tendered tonnage rates that contribute to the overall delivery price are for full-service asphalt supply and lay, including allowance for the provision of traffic control.

**Tenders Procurement Process:**

Two (2) tenderers provided detailed submissions for the works, which have been assessed against relevant weighted criteria being.

40% - Price

20% - Local Business Profile

20% - Technical capacity

10% - Program of Works

10% - Key Personnel & Equipment

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

All submissions received met the requirements of the tender and both were assessed as conforming submissions. The outcomes of the assessed responses are below.

Supplier	Price Excl GST	Assessment Ranking
FGF Bitumen Pty Ltd	\$ 264,995.00	1
Boral Resources (Qld) Pty Ltd	\$ 298,275.77	2

A brief review of the Tenderers is provided below.

**FGF Bitumen Pty Ltd** are a reputable company operating from facilities in Cairns, providing asphalt paving services to local government, state government and the private sector. FGF do not have their own asphalt plant and primarily source their asphalt from Pioneer NQ. FGF are quality assured and warrant their work which is delivered to Department of Transport and Main Roads specification. FGF has completed multiple asphalt installation projects for Mareeba Shire in the past with no issues.

**Boral Resources** are an established national company operating a quality assured asphalt facility in Cairns. Boral delivered the combined 2016/17 FNQROC Regional Asphalt Overlay Programme of which Mareeba Shire Council were part. Boral has completed multiple asphalt installation projects for Mareeba Shire in the past with no issues.

## RISK IMPLICATIONS

### Financial

The contract requires the Contractor to provide copies of relevant insurances, certificates of currency and operate in accordance with quality assurance specifications.

### Health and Safety

The contractor is required to provide an integrated WH&S and Environmental Management Plan.

## LEGAL/COMPLIANCE/POLICY IMPLICATIONS

Council's Procurement Policy.

## FINANCIAL AND RESOURCE IMPLICATIONS

### Capital

\$264,995.00

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

Yes

## LINK TO CORPORATE PLAN

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

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



**9.10 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - MAY 2022****Date Prepared:** 3 June 2022**Author:** Manager Works**Attachments:** Nil**EXECUTIVE SUMMARY**

The purpose of this report is to summarise Council's Transport Infrastructure, Parks and Gardens and Land Protection operational activities undertaken by Infrastructure Services during the month of May 2022.

**RECOMMENDATION**

That Council receives the Infrastructure Services, Works Progress Report for the month of May 2022.

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

The emergent works period of 90 days from the time of activation to undertake emergency repairs has closed. All roads within the shire are currently open and trafficable apart from Council's unsealed road network west of Trimble's Crossing on the Burke Developmental Road. This will be inspected for the first time in early June as at the time of reporting Trimble's Crossing was open. An extension of time will be requested from the Queensland Reconstruction Authority to undertake the inspections and repairs once access is possible.

Council's Annual Maintenance Grading Program has continued in the Mareeba area. Roads graded in May are as follows;

<b>Road Name</b>	<b>Location</b>
Wright Road	Mareeba
Sabin Road West	Mareeba
Copine Road	Mareeba
Leonardi Road	Mareeba
Spurrier Road	Mareeba
Cobra Road	Mareeba
Tinaroo Creek Road	Mareeba
Lockwood Road	Mareeba
George Fabris Road	Mareeba
Henry Hannam Drive	Mareeba
Emerald Falls Road	Mareeba
Wrights Lookout Access	Mareeba
Ray Road	Mareeba
Slape Road	Mareeba
Mclver Road	Mareeba
Martin Rd	Chewko

Cane Rd	Chewko
Roos Rd	Chewko
Paglietta Rd	Chewko
Harrigan Rd.	Chewko

In June the eastern grading crew will concentrate their efforts on grading the unsealed cane haulage roads in the shire in conjunction with the 2022 Cane Season before moving to the Biboohra area.

Other maintenance activities during the month of May include;

- Herbicide spraying on rural roads in the Mareeba area
- Slashing rural roads Mareeba area
- Tree and debris removal Kuranda, Julatten, Mt Molloy areas.
- Mowing and slashing of town streets, roads and parks in Mt Molloy
- Pothole patching Mt Molloy, Julatten and Kuranda areas.
- Drain cleaning George Fabris Road and Salihe Avenue Mareeba.

Customer Requests

During the month of May, the Works Group received 98 Customer Requests (CRs) with 165 resolved (resolved requests include those received prior to May 2022). The table below shows the number of requests lodged per Works section for the month.

Month	Roads	Parks and Gardens	Pest Management
May	64	23	11

At the time of reporting, the Works Group had 152 open requests.

Bridges and Major Culverts

In May, the bridge crew have been undertaking work on the Davies Creek Road bridge prior to its programmed removal in early June. For the next four to five months minimal inspection and routine maintenance works will be carried out on Council bridges and major culverts (emergency excepted) whilst the upgrade of the Davies Creek Road and Kanervo Road bridges are completed.

TMR Routine Maintenance Performance Contract (RMPC)

Medium formation grading was completed between Almaden and Crystalbrook to coincide with the Chillagoe Rodeo and The Great Wheelbarrow Race.

Pothole patching and pavement repairs were undertaken on the Mulligan Highway and Mareeba-Dimbulah Road.

Guide posts and signage were cleaned on the Rex Range in preparation for the annual night inspection that will be undertaken in June.

Herbicide spraying was completed on the Kennedy Highway between Tinaroo Creek Road and Mclver Road.

Recent rains have caused a number of rock slides at the Desasily’s Range on the Mulligan Highway. During May the rocks were removed and the existing table drains cleared.

### Parks and Open Spaces

May produced more rain across Mareeba Shire so the mowing and brush cutting of the sporting fields, cemeteries and open spaces continued on a weekly basis.

Other points of note for the Parks and Gardens Section in the Mareeba and Kuranda areas during May were:

- Nine (9) burials - Mareeba Cemetery
- Slashing of Eales Park, Mooraridji Park, Shaban Park and Mareeba Rail Trail from Rankin Street to Vicary Road
- Lift pruning and thinning of gardens at the Kuranda Visitor Information Centre
- Installation of irrigation, mulch and plants in Byrnes Street, Mareeba
- The refurbishment of the columbarium wall at the Kuranda Cemetery

### Land Protection

**Parthenium Weed:** Inspections carried out on 12 sites. All landholders are complying with their bio security obligation.

**Siam Weed:** A new infestation of Siam Weed was reported to Council through Queensland Biosecurity on the Walsh River catchment in Watsonville. Officers surveyed the area, mapped and treated the infestation. The landholder was advised of their bio security obligations and the Department of Natural Resources have been notified of possible infestation on State Land in the area.

This year's treatment of Siam Weed on Back Creek, Petford has started with approximately half the infestation treated so far. There is a large reduction in plants found from previous years and treatment will continue in the coming weeks.

**Wild Dogs:** Baiting has been carried out on two (2) properties on the top end of the Walsh River catchments totalling 18,054Ha of land, several land holders were also given advice on trapping and shooting.

**Feral Pigs:** Three (3) Customer Request have been received regarding the same family group of pigs in the Kuranda area with two (2) of the requests claiming they have been charged by one of the pigs on their property, one (1) pig trap was set and six (6) pigs caught.

Other residents in the Mt Molloy area have been given advice on trapping and exclusion fencing.

**Electric Ants:** Sentinel site surveys on seven (7) Council transfer stations were carried out and ant samples obtained where sent to Queensland Biosecurity for identification.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

### ***Operating***

All operational works are funded by the section specific 2021/22 maintenance budgets.

## **LINK TO CORPORATE PLAN**

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

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

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

**IMPLEMENTATION/COMMUNICATION**

Nil

**10 OFFICE OF THE CEO****10.1 LGAQ CONFERENCE MOTION**

**Date Prepared:** 6 June 2022  
**Author:** Chief Executive Officer  
**Attachments:** Nil

**EXECUTIVE SUMMARY**

This report is to propose a motion to be tabled at the 2022 LGAQ Annual Conference. The purpose of the motion is to petition the State to fund the Queensland Police Service (QPS) to enable them to install, maintain and operate CCTV systems.

**RECOMMENDATION**

That Council submits the following motion for consideration at the LGAQ Annual Conference:

*"The LGAQ calls on the State government to provide funding to the Queensland Police Service to enable them to instal, maintain and operate CCTV systems in communities."*

**BACKGROUND**

Policing is a State Government responsibility and is something that Local Government has no powers or jurisdiction over. However there have been repeated calls from the QPS in towns and cities for Councils to install, upgrade, operate and maintain CCTV systems to assist the QPS in their policing functions. While the State has, on occasion, provided grants to enable Councils to install this equipment, this only covers the initial capital cost and not the ongoing maintenance and operational cost, which is significantly higher than the original outlay.

Some Councils, especially the larger ones, have been forced into undertaking this function, at their communities expense. With the increase in crime and anti-social behaviour across communities in the State, there has been calls for either more CCTV or the installation of systems where there have not been ones before.

The QPS officers assure Council staff that access to CCTV systems is essential for them to effectively police the communities and is required to both prevent crime and to be able to apprehend perpetrators. If CCTV is such an important tool for the QPS to perform their role, then surely the State should provide them with the necessary tools to do so and not rely on local Councils. Councils do not provide QPS with motor vehicles, weapons, administrative support or even speed cameras, these are provided by the State and so should high quality CCTV systems.

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Nil

**FINANCIAL AND RESOURCE IMPLICATIONS**

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.

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

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

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

**IMPLEMENTATION/COMMUNICATION**

The adopted the motion will be forwarded to the LGAQ for inclusion in the Agenda.

**10.2 LGAQ ANNUAL CONFERENCE**

**Date Prepared:** 8 June 2022  
**Author:** Chief Executive Officer  
**Attachments:** Nil

**EXECUTIVE SUMMARY**

The purpose of this report is to obtain Council approval for the attendance of Councillors at the Local Government Association Queensland (LGAQ) Annual conference to be held at in Cairns 17- 19 October 2022.

Due to the number of Councillors requesting to attend, it is recommended that the Ordinary Council meeting scheduled for 19 October 2022 be deferred until 26 October 2022.

**RECOMMENDATION**

That Council:

1. approves the attendance of Crs Bensted, Bird, Davies, Graham, Mlikota and Wyatt at the LGAQ Annual Conference at Cairns 17 - 19 October 2022; and
2. defers the Ordinary Council Meeting scheduled for 19 October 2022 to the 26 October 2022.

**BACKGROUND**

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

Due to the fact that the conference is being held in Cairns this year, deferring the Council meeting will provide the opportunity for a number of Councillors to attend.

**RISK IMPLICATIONS**

Nil

**LEGAL/COMPLIANCE/POLICY IMPLICATIONS**

Nil

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

Nil

***Operating***

Yes

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

Yes

**LINK TO CORPORATE PLAN**

**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**

N/A



## **11 CONFIDENTIAL REPORTS**

### **RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012:

#### **11.1 Sale of Land Due to Rates and Charges in Arrears**

This matter is considered to be confidential under Section 275 - h of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.



**12 BUSINESS WITHOUT NOTICE**

**13 NEXT MEETING OF COUNCIL**



**14 FOR INFORMATION****14.1 RADF ADVISORY COMMITTEE MEETING MINUTES FEBRUARY AND APRIL 2022**

**Date Prepared:** 27 May 2022

**Author:** Senior Community Services Officer

**Attachments:**

1. RADF Advisory Committee Meeting Minutes 9 February 2022 [↓](#)
2. RADF Advisory Committee Meeting Minutes 13 April 2022 [↓](#)

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Please see attached the Minutes of the Regional Arts Development Fund (RADF) Advisory Committee Meetings held 9 February 2022 and 13 April 2022.



## Mareeba Shire Council - RADF Committee Meeting - Minutes

**Date: Wednesday 9 February 2022**

**Time: 5:30pm**

**Venue: Board Room, Mareeba Shire Council, Rankin St Mareeba**

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Welcome

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1. Attendance

Mayor Angela Toppin (Chair), Cr Lenore Wyatt, Kylie Lambert, Sandy Ryan, Rhonda Dooley, Angela Musumeci, Merrilee Frankish, Kristy Braes, Jane Hollins.

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2. Apologies

Glenys Pilat

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3. Committee Induction

All committee members completed the volunteer induction.

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4. Minutes of the last meeting (23 March 2021)

- Motion: *That the minutes of the previous meeting held 23 March 2021 are accepted.*  
Moved: Angela Toppin, Second: Sandy Ryan, Carried.

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5. Business Arising from the Minutes

- Update on 13 projects that received a RADF 2020/21 Community Grant
  - PowerPoint presentation of photos from last year's completed projects.
- Update on RADF 2021/22 Program and Arts Qld Funding.
  - Council received a RADF grant of \$32,500 and made a co-contribution of \$14,500 towards the 2021/22 Program including one council led initiative (QB regional tour), annual community grant round and administration.

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6. RADF 2021/22 Community Grant Round

- Grant round now open -
  - Guidelines and application form available online, closing date 14 March 2022.
  - In past 7-20 applications
  - Jane will distribute applications to committee by 21 March for review using standard assessment form.
  - Council will consider funding recommendations in early May.

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7. RADF 2022/23 Program and Submission to Arts Queensland

- RADF 2022/23 funding round will open for Council applications in Feb and close in early April 2022.
  - Proposed RADF Program: retain current local priorities of youth arts engagement, cultural tourism and public mural partnerships; comprises two Council led initiatives, one community grant round and program administration; request \$32,500 RADF grant from Arts Qld; Council co-contribution of \$14,500.
- 

*The Regional Arts Development Fund (RADF) is a partnership between the Queensland Government and Mareeba Shire Council to support local arts and culture in regional Queensland.*



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- Motion: *That the RADF Advisory Committee endorses the recommendation to Council to submit an application to Arts Queensland for a \$32,500 RADF grant to build on cultural tourism and youth arts engagement outcomes and contributes \$14,500 to identified Council led initiatives, community grant round and program administration.*  
Moved: Angela Toppin, Second: Kylie Lambert, Carried.

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8. Next Meeting

- **4pm Tuesday 12 April** - Meeting to review and make funding recommendations for 2021/22 community grant applications

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9. Meeting Close 7pm

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*The Regional Arts Development Fund (RADF) is a partnership between the Queensland Government and Mareeba Shire Council to support local arts and culture in regional Queensland.*



**Mareeba Shire Council - RADF Committee Meeting - Minutes**

**Date:** Wednesday 13 April 2022  
**Time:** 4:00 - 6:00pm  
**Venue:** Board Room, Mareeba Shire Council, Rankin St Mareeba

Welcome - Cr Toppin  
 Meeting opened, 4.04 pm

1. Attendance

Cr Angela Toppin (Chair), Angela Musumeci, Merrilee Frankish, Kylie Lambert, Rhonda Dooley, Sandy Ryan, Jane Hollins (Council Officer), Julia Sheppard (Council Officer, notetaker).

2. Apologies

Cr Lenore Wyatt, Kristy Braes

3. Minutes of the last meeting (Wednesday 9 February 2022)

- Motion: *That the minutes of the previous meeting held 9 February 2022 are accepted.*  
 Moved: CR Toppin, Second: Merrilee Frankish, Carried.

4. Business Arising from the Minutes

- Arts Queensland has announced modified application and reporting processes for future Council RADF funding rounds. Jane Hollins discussed the multi-year funding program coming into place, this will reduce administration time for Councils and provide the opportunity to undertake longer term projects.

5. General Business

- Committee provided with update of funding available for 21/22 community grant round, \$39,814.
- Cr Toppin and Jane Hollins discuss Council led initiatives for Committee consideration. Committee agreed to reserve \$5,000 plus any remaining RADF funds for council-led, public art mural projects.
- Sixteen RADF 21/22 community grant application summaries reviewed and discussed by committee.
- Code of Conduct - confidentiality of funding discussions reiterated to the Committee.
- Conflict of interest declarations: Kristy Braes - Crystal Leonardi's application, Rhonda Dooley - Tablelands Community Justice Groups and Ashley/Ann-Maree Coleman application, Kylie Lambert - Zach Barclay application. Committee members with a conflict of interest left the room and were not involved in the assessment of the respective applications.
- Review of community grant applications and recommendations for funding took place, committee made recommendations for Council based on ranking of scores. See attached.

6. Next Meeting

- To be determined / if required.

7. Meeting Closed, 6.12 pm.

*The Regional Arts Development Fund (RADF) is a partnership between the Queensland Government and Mareeba Shire Council to support local arts and culture in regional Queensland.*





RADF 2021/22 COMMUNITY GRANT APPLICATION ASSESSMENT AND FUNDING RECOMMENDATIONS - RADF Advisory Committee 13 April 2022					
Applicant Name	Project Name	Grant Request	Average Score	Funding Recommendation	Approx Grant Recommended
1. Ashley and Ann-Maree Coleman	Publishing of two books	\$3,500	18	Not recommended for funding	\$0
2. Bertie Riley	Djarraway - Binal	\$3,500	29	Recommend fund in full	\$3,500
3. Brioni McGrath	Bee Better Bugzy Bumblee Professional Development	\$1,744	28	Recommend fund in full	\$1,744
4. Chillagoe Alliance	Chillagoe Railway Interpretive Centre	\$1,270	30	Recommend fund in full	\$1,270
5. Crystal Leonardi	My Brother Sebastian	\$1,322	27	Recommend fund in full	\$1,322
6. Dennis Hunter	The Pad Boys 30 year anniversary	\$3,880	31	Recommend fund in full	\$3,880
7. Dimbulah Community Centre	Braai Day	\$3,500	27	Recommend fund in full	\$3,500
8. Dimbulah Railway Museum	Display Cabinet	\$2,295	26	Recommend fund in full	\$2,295
9. FNQ Aviation Museum	Celebrating 80 years of the Mareeba Airport	\$7,576	30	Recommend partial funding	\$2,970 approx TBC
10. Kuranda Conservation Community Nursery	Cassowary Art Trail	\$4,000	35	Recommend fund in full on clarification of budget	\$4,000
11. Authentic Aboriginal Art (Paul Bong)	Chillagoe Art Workshop	\$9,990	24	Not recommended for funding	\$0

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12. Australian Earth Laws Alliance (Paul Devine)	View from the Understory - Nature writing workshop	\$3,600	25	Not recommended for funding	\$0
13. Community Owned Enterprises (Tablelands Justice Group)	Artists working with youth offenders	\$10,000	24	Not recommended for funding	\$0
14. Toni Rogers	Common Threads	\$2,352	28	Recommend fund in full	\$2,352
15. Toshi Sakamoto	CD Recording	\$1,780	25	Recommend fund in full	\$1,780
16. Zachary Barclay	Faux Mo Sapien	\$3,000	27	Recommend fund in full	\$3,000
<b>TOTAL FUNDING AVAILABLE FOR COMMUNITY GRANTS \$39,814</b>		<b>\$63,309</b>			<b>\$31,613</b>

*The Regional Arts Development Fund (RADF) is a partnership between the Queensland Government and Mareeba Shire Council to support local arts and culture in regional Queensland.*

**14.2 SUMMARY OF NEW PLANNING APPLICATIONS & DELEGATED DECISIONS FOR THE MONTH OF MAY 2022**

**Date Prepared:** 2 June 2022  
**Author:** Senior Planner  
**Attachments:** Nil

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Please see below information.

**Summary of new Planning Development Applications and Delegated Decisions for May 2022**

New Development Applications					
Application #	Lodgement Date	Applicant/ Address	Property Description	Application Type	Status
MCU/22/0008	04/05/2022	R Bengtsson C/- Emergent Building Approvals 17 McDougall Road, Julatten	Lot 4 on SP146420	MCU - Dwelling House (Secondary Dwelling)	Decision Notice issued 10/05/2022
MCU/22/0009	23/05/2022	Mareeba Shire Council C/- Kelly Reaston 70 Kuranda Heights Road, Kuranda	Lot 2 on RP730337	MCU (Cemetery) & ROL (1 into 6 Lots)	In Referral stage
MCU/22/0011	16/05/2022	Meraki EC Pty Ltd C/- Urban Sync 5707 Kennedy Highway, Mareeba	Lot 142 on SP200237	MCU Animal keeping (Horse Agistment Services) & Educational Establishment (Horse Riding/Equestrian School)	In Referral stage
MCU/22/0012	26/05/2022	N & C Wilkins C/- Emergent Building Approvals 141 Martin Road, Mareeba	Lot 14 on RP880992	MCU Dwelling house (Secondary Dwelling)	In Decision stage
RAL/22/0005	05/05/2022	B Conway & D Johnston C/- Scope Town Planning 9 Kenneally Road, Mareeba	Lot 1 on RP725088	ROL (1 into 2 Lots)	Decision Notice issued 23/05/2022
RAL/22/0006	06/05/2022	MFA & PS Wagstaff C/- U&i Town Plan 24-26 Bilwon Road, Bibohra	Lot 11 on MPH40232	ROL (1 into 3 Lots)	In Referral stage

May 2022 (Regional Land Use Planning)

RAL/22/0007	10/05/2022	R Cater C/- U&i Town Plan 10 Collins Court, Mareeba	Lot 6 on SP189419	ROL (1 into 2 Lots)	Decision Notice issued 1/06/2022
RAL/22/0008	23/05/2022	C & C lacutone C/- Freshwater Planning Pty Ltd 4283 Kennedy Highway & 43 Malone Road, Mareeba	Lots 17, 18, 19 & 21 on SP195707	ROL (Boundary Realignment)	In public notification stage

Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
RAL/22/0007	1/06/2022	R Cater C/- U&i Town Plan	10 Collins Court, Mareeba	Lot 6 on SP189419	ROL (1 into 2 Lots)
MCU/22/0004	24/05/2022	Macmard Pty Ltd C/- U&i Town Plan	313-315 Byrnes Street, Mareeba	Lot 1 on SP245578	MCU - Extension to Low Impact Industry (Motor Vehicle Repair Workshop)
RAL/22/0005	23/05/2022	D Johnston & B Conway C/- Scope Town Planning	9 Kenneally Road, Mareeba	Lot 1 on RP725088	ROL (1 into 2 Lots)
OPW/22/0002	16/05/2022	R Bird Corporate Pty Ltd C/- McPeake Town Planning	7 Haren Street, Mareeba	Lot 56 on SP202909	Operational Works (Roadworks) for Development Permit RAL/19/0002
MCU/22/0008	10/05/2022	R Bengtsson C/- Emergent Building Approvals	17 McDougall Road, Julatten	Lot 4 on SP146420	MCU - Dwelling House (Secondary Dwelling)

May 2022 (Regional Land Use Planning)

Negotiated Decision Notices issued under Delegated Authority					
Application #	Date of Decision Notice	Applicant	Address	Property Description	Application Type
Nil					

Change to Existing Development Approval issued					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
Nil					

Referral Agency Response Decision Notices issued under Delegated Authority					
Application #	Date of Decision	Applicant	Address	Property Description	Application Type
CAR/22/0010	03/05/2022	R Ballinger C/- Emergent Building Approvals	411 Myola Road, Kuranda	Lot 108 on M4051	Referral agency response 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/21/0015	31/05/2022	C Frauenstein	17 Leilas Way, Kuranda	LOTS 341 & 343 AND EMT C IN LOT 341 ON SP332227 (CANCELLING LOTS 341 & 343 ON SP201301)	Nil Boundary Realignment

May 2022 (Regional Land Use Planning)