


Second Compliance check of Mareeba Shire Council local government infrastructure plan

Prepared by: Cardno (Qld) Pty Ltd

Version	Date	Reviewer name and signature	
Final	02/10/2018	Morgan Wilson	

1.1 Introduction

Cardno has been engaged by Mareeba Shire Council to undertake a second compliance check of its proposed Local Government Infrastructure Plan (LGIP).

Cardno is required to:

- (1) evaluate whether a proposed LGIP complies with the requirements outlined under the statutory guideline for making and amending planning instrument (MALPI) and Statutory guideline 03/14 – Local government infrastructure plans, including the LGIP template, the SOW model and the LGIP Checklist.
- (2) provide a written statement and the completed checklist to the local government detailing the findings of the compliance check.

Scope exclusions

The following items are outside the scope of this review:

- A verification of the accuracy of individual data inputs used in the preparation of an LGIP.
- A review of the local government's Long Term Financial Forecast (LTFF) or asset management plan (LTAMP) other than to determine the extent of their alignment with the LGIP.

Compliance check process

The process used to undertake the second compliance check comprise the following steps:

Stage	Description
<u>Engaged</u>	<ul style="list-style-type: none">Cardno engaged on 28 September 2018Full set of LGIP documentation and other information provided by Mareeba Shire Council on 28 September 2018
<u>Review</u>	<ul style="list-style-type: none">Review commenced on 02 October 2018
<u>Final report</u>	<ul style="list-style-type: none">Final report issued on 03 October 2018

The following personnel from Mareeba Shire Council were involved in the compliance check:

Name	Title	Date of discussion (s)	Scope of discussion
Brian Millard	Senior Planner, Mareeba Shire Council	6 April 2018 11 June 2018	<ul style="list-style-type: none">Confirmation of Ministerial review and conditionsConfirmation of no submissionsConfirmation of scope of informal changes prior to public notification

Compliance check findings

The first compliance review was carried out by Cardno in June 2018.

In accordance with Section 6.6(a) of *Statutory guideline 01/16 Making and amending local planning instruments (MALPI)* Mareeba Shire Council subsequently engaged Cardno as the appointed reviewer to carry out the second review process.

In engaging Cardno to carry out the second compliance review, Mareeba Shire Council has advised that:

- No conditions were imposed by the Minister on the proposed LGIP prior to being made available for public consultation;
- No submissions were received during the public notification period in relation to the proposed LGIP; and
- No changes have been made to the proposed LGIP that was publicly notified.

The material provided to Cardno does note that prior to the Minister's unconditional approval to proceed to public notification, an informal review process was carried out. Arising from this informal review process, a minor change to the SoW model was made. The change corrected a typographic error, and involved selecting a checkbox within the 'Future Trunk Assets – Transport' tab that specifically identifies future trunk items TPT25 – TPT30 as being included within the Mareeba catchment. It is noted that this information did not affect the calculations or accuracy of infrastructure costings, and is informational only. Further, the identification of the transport items TPT25-30 was clearly included within the proposed LGIP mapping and the summary tables such that the information did not represent a new or changed LGIP. However it is acknowledged that inclusion of this information in the SoW tab provides for consistency of identification of works items across all elements of the LGIP document. This change was made prior to public notification, and as such the proposed LGIP is identical to the version that was made available during the public consultation period.

In this regard, no changes (other than the minor change noted above) have been made to the proposed LGIP reviewed by Cardno during the first review process. On this basis, the proposed LGIP is considered to be compliant with the 'relevant requirements' of Section 6.8 of MALPI, and in particular:

- The proposed LGIP complies with the statutory requirements for the LGIP as set out in *Statutory guideline 03/14 Local government infrastructure plans*. The proposed LGIP:
 - includes appropriately based assumptions of population growth, distribution, and demand through to the forecast horizon;
 - Identifies a Priority Infrastructure Area (PIA) that can accommodate projected growth for a minimum of ten (10) years;
 - Establishes desired standards of service for all trunk infrastructure networks;
 - Identifies planned trunk infrastructure works for all trunk infrastructure works through to the planning horizon; and
 - Provides a Schedule of Works (SoW) that calculates the establishment cost of the planned trunk infrastructure; and
- The proposed LGIP does not need to respond to any conditions imposed by the Minister under Step 4.3(b) of MALPI, as no conditions were imposed under this provision.

Further, given that there are no changes to the proposed LGIP arising from either Ministerial conditions or in response to submissions, the proposed LGIP is not significantly different to the version that underwent public notification between 16 August and 27 September 2018.

The proposed LGIP also remains generally consistent with the standard planning scheme provisions (SPSP), with only minor variations in Table structure in Schedule 3 of the LGIP

to allow for more detailed explanation of density and demand generation across the catchments.

Conclusions

Cardno was engaged by Mareeba Shire Council to undertake the second compliance review of the proposed Local Government Infrastructure Plan (LGIP) prepared by Mareeba Shire Council in association with Jacobs.

Based on this review, it is considered that the proposed LGIP:

- Is drafted and in a format that is generally consistent with the Statutory guideline 03/14 – Local government infrastructure plans;
- Includes trunk infrastructure as defined in the relevant legislation;
- Is based on appropriate data sourced from the relevant bodies;
- Has used a projection methodology that appears to be soundly based;
- Has used an appropriate costing basis;
- Is not required to respond to Ministerial conditions as no conditions were imposed by the Minister;
- Is not required to respond to submissions arising from the public notification process as no submissions regarding the proposed LGIP were received; and
- Remains identical to the version that was made available for public notification as no changes to the proposed LGIP have been made.

Recommendations

Cardno recommends to the Mareeba Shire Council that:

- the LGIP should proceed;
- Prior to the commencement of the LGIP a final editorial review of the LGIP is undertaken to ensure map names, references, and tables of contents remain correct and internally consistent; and
- the LGIP be subject to ongoing review to maintain alignment with Council's capital budgets and expenditure.

Appendix D is part of Statutory Guideline 03/14 – Local government infrastructure plans

Review principles:									
<ul style="list-style-type: none"> A reference in the checklist to the LGIP Template is taken to include a relevant reference to the SPA, statutory guideline for LGIPs, statutory guideline for MALPI or the Queensland Planning Provisions (QPP). Compliance requirements are not limited to the requirements listed in the checklist. 									
Local government infrastructure plan (LGIP) checklist				To be completed by local government		To be completed by appointed reviewer			
LGIP guideline outcome	LGIP component	Number	Requirement	Requirement met (yes/no)	Local government comments	Compliant (yes/no)	Justification	Corrective action description	Recommendation
The LGIP is consistent with the legislation and statutory guideline for LGIPs	All	1.	The LGIP sections are ordered in accordance with the LGIP template.	Yes	Document has been completed in accordance with Appendix A is part of Statutory guideline 03/14 – Local government infrastructure plans.	YES	The proposed LGIP is ordered in accordance with the LGIP template.		LGIP may proceed
		2.	The LGIP sections are correctly located in the planning scheme.	Yes		YES	The proposed LGIP will be section 4 of the planning scheme which is consistent with the previous QPP template under which the LGIP preparation was commenced.		LGIP may proceed
		3.	The content and text complies with the mandatory components of the LGIP template.	Yes		YES	The content and text complies with the mandatory components of the LGIP template.		LGIP may proceed
		4.	Text references to numbered paragraphs, tables and maps are correct.	Yes		YES	The text references are internally consistent.		LGIP may proceed
	Definitions	5.	Additional definitions (to those in the QPP) do not conflict with statutory requirements.	N/A		YES	No additional definitions have been included in the proposed LGIP.		LGIP may proceed
	Preliminary section	6.	The drafting of the Preliminary section is consistent with the LGIP template.	Yes	Document has been completed in accordance with Appendix A is part of Statutory guideline 03/14 – Local government infrastructure plans.	YES	The preliminary section is drafted in compliance with the LGIP template.		LGIP may proceed
		7.	All five trunk networks included in the LGIP. If not, which networks are excluded? Why have these networks been excluded?	Yes		YES	All five (5) trunk networks are included within the draft LGIP.		LGIP may proceed
	Planning assumptions - structure	8.	The drafting of the Planning assumptions section is consistent with the LGIP template.	Yes	Document has been completed in accordance with Appendix A is part of Statutory guideline 03/14 – Local government infrastructure plans.	YES	The planning assumptions sections is drafted in compliance with the LGIP template.		LGIP may proceed
		9.	All the projection areas listed in the tables of projections are shown on the relevant maps and vice versa.	Yes	Projection areas are the four PIA localities indicated in the LGIP Mapping.	YES	The projection areas listed in the tables of projection are shown on the relevant maps. It is noted that the projection areas are analogous to the PIA boundaries for each of the major urban areas.		LGIP may proceed

		10.	All the service catchments listed in the tables of projected infrastructure demand are identified on the relevant PFTI maps and vice versa.	N/A	Service catchments are the priority infrastructure areas for the four localities included within the LGIP. Service catchments are noted on the PFTI maps.	YES	The service catchments for the PFTI maps are the PIA boundaries for each of the major urban areas.		LGIP may proceed
Planning assumptions - methodology		11.	The population and dwelling projections reflect those prepared by the Qld Government Statistician (as available at the time of preparation).	Yes	Projections based on 2015 Queensland Government Statistical Office (QGSO) population projections. Low series projections have been used to reflect current growth patterns.	YES	The population projections are consistent with the QGSO population and dwelling projections dated 2015, and correlate strongly with latest 2016 ABS data.		LGIP may proceed
		12.	The employment and non-residential development projections align with the available economic development studies, other reports about employment or historical rates for the area.	Yes	Based on historical growth and projected growth rates. (refer to extrinsic material)	YES	The employment and non-residential development projections are based on 2016 ABS census data. To forecast future employment numbers, the current proportion of employed persons has been brought forward to each population projection period to provide a baseline employment forecast. While it is unlikely that employment will be static, this is considered to be a reasonable methodology given the low growth nature of the LGA.		LGIP may proceed
		13.	The developable area excludes all areas affected by absolute constraints such as steep slopes, conservation and flooding.	Yes	The LGIP and extrinsic material have been based on prior studies which supported the development of the Mareeba Shire Priority Infrastructure Plan. It is noted that the planning scheme has not been updated since this time and the current drafting of the LGIP is intended to update the prior understanding in line with current planning scheme drafting requirements for the LGIP. Detail on the developable area is outlined within Section 4.2.2 of the LGIP and Section 5 of the "Background Information on Population Assumptions Report".	YES	Section 5 of the 'Background Information on Population Assumptions Report' Revision 1 dated 25/05/18 identifies that: <i>The net developable area is land designated for urban purposes under the planning scheme minus land required for infrastructure, easements which constrain development and land that is affected by the following site constraints:</i> a) 1% AEP flood inundation b) nature conservation overlay c) catchment protection overlays d) any resumption plans This is considered an appropriate basis on which to identify the balance of urban zoned land that is		LGIP may proceed

						realistically available for development.		
		14.	The planned densities reflect realistic levels and types of development having regard to the planning scheme provisions and current development trends.	Yes	The net developable area is land designated for urban purposes minus land required for infrastructure, easements which constrain development and land that is affected by the following constraints: a) 1% AEP flood inundation; b) nature conservation overlay; c) catchment protection overlays; d) any resumption plans	YES	The planned densities appear to be reasonable for the LGA, and are generally in accordance with the densities provided for in the planning scheme.	LGIP may proceed
		15.	The planned densities account for land required for local roads and other infrastructure.	Yes		YES	Refer to item 13.	LGIP may proceed
		16.	The population and employment projection tables identify "ultimate development" in accordance with the QPP definition.		Ultimate development has been included within the LGIP based on approved zoned land within each locality.	YES	<p>'Ultimate development' is defined as:-<i>The realistic extent of development anticipated to be achieved when a site (or projection area or infrastructure service catchment) is fully developed.</i></p> <p>The ultimate development for each projection area LGIP has been calculated. Estimates of dwelling capacity for each projection area were calculated via 'bottom up' calculation of available land and planned densities.</p> <p>Projections of the ultimate population capacity are based on the ultimate dwelling capacity multiplied by the projected occupancy level/household size as reported in the 2016 census.</p> <p>Projections of ultimate employment capacity are based on applying the proportions of persons employed at the 2016 census to the population forecast for each projection area to estimate employment growth. The ultimate employment capacity assumes full take-up of all land zoned for commercial/industrial/centre purposes. For the purposes of preparing the LGIP this</p>	LGIP may proceed

						assumption is considered to be appropriate.		
		17.	Based on the information in the projection tables and other available material, it is possible to verify the remaining capacity to accommodate growth, for each projection area.	Yes	Refer to extrinsic material – Population Assumptions. A clear indication of ultimate development within each priority infrastructure area and locality is provided. This is also addressed within Section 4.2.2 of the LGIP.	YES	The draft LGIP has projected population, residential, and non-residential development at five (5) year intervals out to 2031. Given that the data for the base date is taken from verified ABS data, remaining capacity for each projection area or service catchment can be calculated by comparing actual development at a given time with projected ultimate development capacity for population, dwellings, and employment.	LGIP may proceed
		18.	The planning assumptions reflect an efficient, sequential pattern of development.	Yes	Developable land based on prior studies and review of ongoing development.	YES	The planning assumptions are based on a continuation of stable low growth patterns.	LGIP may proceed
		19.	Has the Department of Transport and main Roads or any relevant distributor-retailer been consulted in the preparation of the LGIP? What was the outcome of the consultation?	Yes	Council expects development across all the PIA to be modest over the life of this LGIP. Growth is not expected to be such that it is likely to require DTMR provide additional infrastructure beyond what it is able to condition as a referral agency for development under the Planning Act 2016. In addition to the above, Council and the Dept of Transport and Main Roads have jointly undertaken the Mareeba CBD Traffic Management Study. Options identified by this study have been included into the SOW. These include upgrades to the Herberton/Constance Street intersection and Rankin/Walsh Street intersection. <i>A copy of the final draft of the LGIP has also been forwarded to the DTMR for comment. Should the DTMR have any further requirements, Council would accept these as a submission</i>	YES	No direct consultation with State agencies has been undertaken specifically in relation to the LGIP, however a copy of the current draft has been provided to DTMR for comment. It is noted that State departments will have opportunity to review and provide comments on the LGIP during the public notification period. While this is not considered to be best practice it retains the ability of any relevant department to influence the final make-up of the LGIP.	LGIP may proceed

					<i>during the formal notification of the LGIP.</i>				
Planning assumptions - demand	20.	The infrastructure demand projections are based on the projections of population and employment growth.	Yes		YES	A review of the extrinsic material identifies that demand projections for each network are based on the population and dwellings/non-residential assumptions informing the LGIP.		LGIP may proceed	
	21.	The demand generation rates align with accepted rates and/or historical data.	Yes	Table SC3.3 is taken from the existing PIP. Additional Table SC3.3b added to clarify individual uses demand rates as per the PIP. For the other tables more details is included in the supporting reports.	YES	The demand generation rates are based on the current Priority Infrastructure Plan. This is considered to be an appropriate basis for network planning purposes, however ongoing review of these demands is recommended to ensure that demand forecasting is based on the most up to date standards and methods.		LGIP may proceed	
	22.	The service catchments used for infrastructure demand projections are identified on relevant PFTI maps and demand tables.	Yes	Mapping has been completed in accordance with the requirements of the Statutory Guideline.	YES	The service catchments for the LGIP align with the PIA for the major urban settlements, and are identified on the PFTI maps.		LGIP may proceed	
	23.	The service catchments for each network cover, at a minimum, the PIA.	Yes	Single catchment proposed per PIA area.	YES	The service catchments for each network align with the PIA for each major settlement.		LGIP may proceed	
	24.	The Asset Management Plan and Long Term Financial Forecast align with the LGIP projections of growth and demand. If not, is there a process underway to achieve this?	Yes	The future works projects are derived from Council's Project Prioritisation Tool (PPT) which forms the basis of capital budgets. Capital budgets are represented in the Long Term Financial Plan (LTFP) based on the Asset Management Plan (AMP) and adopted by Council annually. Further development of needs and priorities will occur over time and will result in updates to the PPT, Budget, LTFP and LGIP.	YES	The AMP and LTFF have not provided for review. However, it is understood that the future works are based on Council's capital expenditure budgets as brought forward into the LPTF and AMP. Given that the capital budgets are reviewed annually it is considered that there is an appropriate mechanism to align the LGIP with Council forward budgeting programmes.		LGIP may proceed	
Priority infrastructure area (PIA)	25.	The drafting of the PIA section is consistent with the LGIP template.	Yes	Document has been completed in accordance with Appendix A is part of	YES	The PIA section is drafted in compliance with the LGIP template.		LGIP may proceed	
	26.	Text references to PIA map(s) are correct.	Yes	Statutory guideline 03/14 – Local government infrastructure plans	YES	The PIA maps are correctly referenced in the LGIP document.		LGIP may proceed	

		27.	The PIA boundary shown on the PIA map is legible at a lot level and the planning scheme zoning is also shown on the map.	Yes	Mapping has been completed in accordance with the Statutory Guidelines.	YES	PIA maps are overlaid on zone maps. It is noted that the PIA boundary is in some cases not cadastral which may have some potential complications for later development, however the PIA boundary is legible and clearly identifies what land is included within the boundary.		LGIP may proceed
		28.	The PIA includes all areas of existing urban development serviced by all relevant trunk infrastructure networks at the time the LGIP was prepared.	Yes	The PIA includes all areas serviced by existing trunk infrastructure.	YES	The PIA includes all urban areas currently provided with trunk infrastructure.		LGIP may proceed
		29.	The PIA accommodates growth for at least 10 years but no more than 15 years.	Yes	PIA is suitable to accommodate growth for at least 10 years. Due to the existing patterns of development the smaller localities include additional	YES	Given that the LGA is a low growth area, the PIA is able to accommodate projected growth for at least 10 years. However it is also likely that the PIA may accommodate growth for greater than 15 years.		LGIP may proceed
		30.	Are there areas outside the PIA for which the planning assumptions identify urban growth within the next 10 to 15 years? If so, why have these areas been excluded from the PIA?	No		NO	All major development areas have been included within the PIA.		LGIP may proceed
		31.	The PIA achieves an efficient, sequential pattern of development.	Yes		YES	The PIA reflects the planning scheme zoning and intent for future development within the LGA.		LGIP may proceed
	Desired standards of service (DSS)	32.	The drafting of the DSS section is consistent with the LGIP template.	Yes	Document has been completed in accordance with Appendix A is part of	YES	The DSS section is drafted in compliance with the LGIP template.		LGIP may proceed
		33.	The DSS section states the key planning and design standards for each network.	Yes	Statutory guideline 03/14 – Local government infrastructure plans.	YES	The DSS are provided for each trunk network.		LGIP may proceed
		34.	The DSS reflects the key, high level industry standards, regulatory and statutory guidelines and codes, and planning scheme policies about infrastructure.	Yes	Standards based on existing standards included within the LGIP, FNQROC standards and relevant Australian standards.	YES	The DSS appear to reflect industry and locally contextual standards.		LGIP may proceed
		35.	There is alignment between the relevant levels of service stated in the local government's Long Term Asset Management Plan (LTAMP) and the LGIP. If not, is there a process underway to achieve this?	Yes	The future works projects are derived from Council's Project Prioritisation Tool (PPT) which forms the basis of capital budgets. Capital budgets are represented in the Long Term Financial Plan (LTFP) based on the Asset Management Plan (AMP) and adopted by Council annually. Further development of needs and priorities will occur over time and will	YES	The AMP and LTFP have not provided for review. However, it is understood that the future works are based on Council's capital expenditure budgets as brought forward into the LTFP and AMP. Given that the capital budgets are reviewed annually it is considered that there is an appropriate mechanism to align the LGIP with Council		LGIP may proceed

					result in updates to the PPT, Budget, LTFFP and LGIP.		forward budgeting programmes.		
Plans for trunk infrastructure (PFTI) – structure and text	36.	The drafting of the PFTI section is consistent with the LGIP template.	Yes		Document has been completed in accordance with Appendix A is part of Statutory guideline 03/14 – Local government infrastructure plans.	YES	The PFTI section is drafted in compliance with the LGIP template.		LGIP may proceed
	37.	PFTI maps are identified for all networks listed in the Preliminary section.	Yes			YES	PFTI Maps have been prepared for all infrastructure networks.		LGIP may proceed
	38.	PFTI schedule of works summary tables for future infrastructure are included for all networks listed in the Preliminary section.	Yes			YES	Summary tables for PFTI are provided in Schedule 3 for all five networks		LGIP may proceed
PFTI – Maps <i>[Add rows to the checklist to address these items for each of the networks]</i>	39.	The maps clearly identify the existing and future trunk infrastructure networks distinct from each other.	Yes			YES	The PFTI maps identify the existing and future trunk infrastructure networks.		LGIP may proceed
	40.	The service catchments referenced in the SOW model and infrastructure demand summary tables are shown clearly on the maps.	Yes			YES	The service catchments on the PFTI maps are analogous to the PIA.		LGIP may proceed
	41.	Future trunk infrastructure components are identified (at summary project level) clearly on the maps including a legible map reference.	Yes			YES	The future trunk works identified in the summary tables are included on the PFTI maps with a clear map reference that aligns with the SOW summary tables and the SOW model worksheets.		LGIP may proceed
	42.	The infrastructure map reference is shown in the SOW model and summary schedule of works table in the LGIP.	Yes			YES	The future trunk works identified in the summary tables are included on the maps and within the SOW model.		LGIP may proceed
Schedules of works <i>[Add rows to the checklist to address these items for each of the networks]</i>	43.	The schedule of works tables in the LGIP complies with the LGIP template.	Yes			YES	All networks have a separate table in Schedule 3 that complies with the LGIP template.		LGIP may proceed
	44.	The identified trunk infrastructure is consistent with the SPA and LGIP guideline.	Yes			YES	All infrastructure works identified in the SOW tables are identified as being trunk infrastructure in accordance with the definition of trunk infrastructure in the SPA/Planning Act and LGIP guideline. It is noted that some works include a renewal component. This renewal component has been identified in the Future Trunk Assets tabs within the SOW model and is not included in the overall trunk costs for each works item.		LGIP may proceed

						A statement explaining the approach to considering renewal costs is also included in the background reports provided as extrinsic materials.		
		45.	The existing and future trunk infrastructure identified in the LGIP is adequate to service at least the area of the PIA.	Yes		YES	The proposed SoW appears adequate to service the PIA.	LGIP may proceed
		46.	Is there alignment of the scope, estimated cost and planned timing of proposed trunk capital works contained within the Schedule of Works and the relevant inputs of the LTAMP and LTFF? If not, is there a process underway to achieve this?	Yes	See comment.	YES	The AMP and LTFF have not provided for review. However, it is understood that the future works are based on Council's capital expenditure budgets as brought forward into the LPTF and AMP. Given that the capital budgets are reviewed annually it is considered that there is an appropriate mechanism to align the LGIP with Council forward budgeting programmes.	LGIP may proceed
		47.	The cost of trunk infrastructure identified in the SOW model and schedule of works tables is consistent with legislative requirements.	Yes	SOW model updated following review of schedules and included works.	YES	The cost of works is provided in the summary tables and SOW model. It is noted that the unit rates sheets in the SOW model are not used which does not provide a detailed breakdown of cost build ups for each item, however the extrinsic materials note that future works costs have been based on rates for current infrastructure items and modified to take into account local context.	LGIP may proceed
	SOW model	48.	The submitted SOW model is consistent with the model included with the statutory guideline for LGIPs.	Yes	Based on current LGIP SOW Model template	YES	The SOW model is consistent with the current SOW model template provided in the statutory guideline.	LGIP may proceed
		49.	The SOW model has been prepared and populated consistent with the statutory guideline for LGIPs and its User manual for the SOW model.	Yes		YES	The SOW model is consistent with the statutory guideline for LGIPs.	LGIP may proceed
	Extrinsic material	50.	All relevant background studies and reports in relation to the preparation of the LGIP are available and identified in the list of extrinsic material in the LGIP guideline.	Yes		YES	The extrinsic materials provided are appropriate to assist in understanding the LGIP.	LGIP may proceed