



AGENDA

Ordinary Council Meeting

Tuesday, 16 February 2021

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

Date: Tuesday, 16 February 2021

Time: 0900

Location: MASC Council Chambers

**Naseem Chetty
Chief Executive Officer**

MEETING NOTICE



COUNCIL

MEETING NOTICE

Date Posted:

Reminder

You are respectfully advised that the Council Meeting is Scheduled for February 2021 is as follows:

Date: Monday 15 February
Time: Beginning at 9.00am
Location: MASC Meeting Chamber

The Meeting will be chaired by Cr Aileen Addo, Mayor.

Meeting refreshments and lunch will be provided.

Naseem Chetty
Chief Executive Officer

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1 OPEN MEETING

2 APOLOGIES

3 CONFIRMATION OF MINUTES

3.1 MINUTES OF THE COUNCIL HELD ON 19 JANUARY 2021

Author: Naseem Chetty, Chief Executive Officer

Authoriser: Naseem Chetty, Chief Executive Officer

Attachments: 1. Minutes of the Council held on 19 January 2021

HEADING



MINUTES

Ordinary Council Meeting

Tuesday, 19 January 2021

**MINUTES OF MAPOON ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE MASC COUNCIL CHAMBERS
ON TUESDAY, 19 JANUARY 2021 AT 9.00AM**

PRESENT: Mayor Aileen Addo (Chair of LDMG), Cr Margaret Mara, Cr Dawn Braun, Cr Daphne de Jersey, Cr Cameron Hudson

IN ATTENDANCE: Naseem Chetty (Chief Executive Officer)

1 OPEN MEETING

Meeting opened 9:05am

Mayor Addo. Welcome everyone

2 APOLOGIES

Nil

3 CONFIRMATION OF MINUTES

3.1 MINUTES OF THE COUNCIL HELD ON 15 DECEMBER 2020

RECOMMENDATION

1. That the Minutes of the Council held on 15 December 2020 be received and the recommendations therein be adopted.

MOTION

Moved: Cr Cameron Hudson

Seconded: Cr Margaret Mara

9:14am

4 MATTERS ARISING FROM THE MINUTES

Cr. Hudson- TTC there is one agenda item I would like clarification on.

Correspondence from Preston Law on traditional Owners item 9.1 I have a Conflict of interest as I am on the Traditional Owners Group and would like to stay in on any conversation about it.

Mayor Addo I thought you had stepped down from that.

Cr. Hudson No. I'm still there.

Mayor Addo Have you updated your register?

Cr. Hudson Yes, I have done that.

Cr. Hudson Through the chair. Spelling error on page 14-Operation is meant to say opportunity.

5 CONFIDENTIAL REPORTS

Move into confidential

Move Cr. Dawn Braun

Seconded Cr. Daphne de Jersey

CEO left the meeting 9.35am

CEO returned to the meeting 9:45am

Out of Confidential 10.04am

Moved Cr. Dawn Braun

Seconded Cr. Margaret Mara

6 MAYOR AND COUNCILLOR REPORTS

Mayor Addo Report

Council meeting December

Closed for 2 weeks over Christmas

Had a meeting with Apunipima and that was to do with Health Services

Around the Cape

Teleconference with the Premier to do with the COVID restriction

Over 100 active cases but from overseas. 1 case in Cairns being tested. We may have to impose restrictions.

Discussion regarding COVID cases and various strains

LDMG – 3 meeting. I about the Brisbane closedown

Deputy Mayor Report

LDMG meeting

Council meeting

Councillor Mara Report

Council Meeting

Councillor Hudson Report

Council Meeting

WCCA- Workshop 29 Jan

Ely Trust Bursary allocation

- Community allocation

WCCA – Feb

Ely – Shareholders meeting -Share transfer to Council

Discussion about transfer of shares.

Councillor de Jersey Report

Council meeting

Update from Community Justice Group- PLO filled. Successful person is being trained up. Update from the coordinator. Her position is only for general Community support. Not for transporting for attending court. 11 January, there were 6 clients.

Justice Group working with My Pathways to get a funding application from general community programs to cover transporting for court. Consultation to make sure there is not a duplication of services.

CEO. Through the chair the monthly transportation, I thought this was previously funded.

Cr. De Jersey provided information.

Discussion about funding, transportation, service, Office location and support for the committee.

Moved Councillor Mara**Seconded Councillor Hudson**

Meeting break for Morning tea 10.30

Meeting resumed 10.45am

CEO Report

CEO. Through the chair.

- Discussion about the CEO report. There are some pending issues that will be reported on next meeting.

Mayor Addo What is pending?

CEO -Letter to OMAC regarding the horses.

Discussion about the horses, management and land for horses.

Correspondence about COVID restrictions and what will happen to staff

- Next week we will be doing Community Consultation about Community Safety Plan. We will engage somebody local to the area to go around consulting the community for this. To their houses as well or the shop so we can capture the data about habits like drinking. Some questions will be confronting like have they been involved in Domestic Violence. Has their drinking habit changed? It is so that we can collect the data. This way we can address those issues if we have those issues. Hopefully, the majority will be honest. This will help us in case there is a change in the Alcohol Management plan. If DATSIP want to make changes, we can suggest that with the data might suggest it would not be a good idea.

Mayor Addo Are these questions coming from DATSIP?

CEO- No. For our Safety Plan. We will do a survey.

Mayor Addo Can we have a look at the questions first in case some people might be turned off by the questions.

CEO Certainly. We can do that.

Cr. Hudson. Community consultation is a good idea that we can collect this information. I'm very happy to help if needed.

CEO. This is so that we can say that our Community is a safe place, and our alcohol management carriage limit is working and we won't need any changes.

- New shop managers - There has been a conversation around that they are leaving due to interference from other staff. I have had a meeting with the new Store managers, and they have said they have only seen the staff 2 times and it was not to discuss Store business.

- I have met with all of our staff, in regards with absenteeism. We are trying to lower that this year. We have had many applications received this year and we had 8 applications and 3 yesterday and we have employed 5 people this year. We had heard that people did not want to work for Council. I did not see that. I think with COVID and after the Christmas break people have decided that they want to work and are applying for work.

MM Do you still have vacant positions?

CEO. We have 4 vacancies still open. Part of the process is that we want someone with a diploma in Children's Services because we want to start a program especially the creche. We need to do this slowly as we do not have funding and we want to make sure we get this right and that the processes are in place. Especially for the playgroup to transition into a creche and allow mothers to go to work and have their children looked after.

Discussion about Playgroup funding and direction.

Discussion about HACC and staff.

Discussion about funding positions.

- A joint venture with Kuku'nathi services in working together and funding by PMC services. There are set firm guidelines to working together so that a mentor can work with jobseekers and give them the drive to get work. We are working together to make it streamlined.

Discussion about staffing and training up Community members for apprenticeships or their own business.

Discussion about the farm and consultation for it, infrastructure and the benefit for the Community.

Any questions?

Cr. Braun. Are the Store Managers happy here?

CEO. I do not know whether they are happy or not, but they told me that they love it here

Cr. Hudson. I have spoken to them and they have told me this is the best community they have been in.

Discussion about supporting the Store Managers.

Discussion about the new store and working to set it up.

Discussion about staff training.

Discussion about financial processes.

Discussion about Corporate Plan and Organisational Structure

Moved Cr Cameron Hudson

Seconded Cr Margaret Mara

11.40pm

Discussion about traditional Owner consultation over the 99 year lease.

Mayor Addo - Australia Day event. Because of COVID. We had a discussion and the LDMG meeting. We must do something but maybe leave gifts like bag of lollies for the children at the store. Awards for the community. It is difficult with COVID, but we will do awards like we did last year. We will do a flag raising and have giveaways for the children and hand it out at the store.

7 OPERATIONAL REPORTS

7.1 COMMENCEMENT OF 2021 -SCHOOL TERM

PURPOSE OF REPORT

The purpose of this report is to provide council with the following information relating to the commencement of the 2021 school year from the Department of Education.

RECOMMENDATION

That council receive and take note of this report.

7.2 MONTHLY EXECUTIVE MANAGER INFRASTRUCTURE & WORKS REPORT FOR DECEMBER 2020

PURPOSE OF REPORT

Present to the council a report program performance and operational actions for the previous month. This report contains listed activities and points for decisions in the council meeting

RECOMMENDATION

MOTION

Moved: Cr Cameron Hudson

Seconded: Cr Daphne de Jersey

That the Council receive and take note of the Works Manager's Monthly Report for November 2020.

12.55PM

Tom Smith entered the room and presented the Infrastructure and Works Report. 11.58am

Discussion about new houses and planting of trees.

Discussion about plantings in the public garden beds and around the church.

Discussion about the media doing a story about the church.

Discussion about cleaning up the Community.

Discussion about transfer station.

Discussion about sewerage and septic.

Discussion about Social Media and bad behaviour on Social Media.

Cr. Hudson left the room 12.26pm
Cr. Hudson returned 12.28pm
Cr. Braun left the room 12.41pm
Cr. Braun returned 12.45pm
Meeting Adjourned for Lunch 12.55pm.
Meeting resumed 1.26pm

7.3 EXECUTIVE MANAGER ENVIRONMENTAL SERVICES, LAND & SEA & PARKS & GARDENS REPORT FOR DECEMBER 2020

PURPOSE OF REPORT

To present to the council a report of Program Performance and Operational actions for the previous month. This report contains listed points for decisions in the Council Meeting

RECOMMENDATION

MOTION

Moved: Cr Margaret Mara

Seconded: Cr Dawn Braun

That:

1. The Report of the Acting Executive of Environmental Services, Land & Sea Rangers & Parks & Gardens be accepted as tabled and read.

2.02pm

Kelli Leatham entered the room and presented the Environmental Services Report.

Discussion about Parks and Gardens work with Aged Care.

Discussion about Aged Care.

Discussion about shipwreck.

Discussion about cleaning areas of the town.

Discussion about adding plants and items to garden beds.

7.4 EXECUTIVE FINANCE MANAGER NOVEMBER 2020 REPORT

PURPOSE OF REPORT

Present to the Council a report outlining program performance and operational actions for the previous month. This report contains listed activities and points for decisions in Council meeting.

RECOMMENDATION

MOTION

Moved: Cr Dawn Braun

Seconded: Cr Cameron Hudson

That Council endorses the following: -

1. Financial Reports for the financial period December 2020.

2.37PM

Elzebie Groenewald entered the room and presented the Financial Report.
Discussion about financial items and budgets.
Discussion regarding quality control for the storage of cold food at Seaswift.
Discussion about the Store.

7.5 HR/PAYROLL REPORT**PURPOSE OF REPORT**

To advise Council on the operations of the HR/Payroll Department

RECOMMENDATION**MOTION**

Moved: Cr Margaret Mara

Seconded: Cr Daphne de Jersey

That Council accept the HR Manager's Report as tabled and read.

2.45pm

The HR/Payroll report was presented by the CEO.
Discussion about positions.
Discussion about staff housing.
Discussion about the Incident Report.
Discussion about bad driving in Community.

7.6 ACCOMMODATION MANAGER'S REPORT**PURPOSE OF REPORT**

To present to Council a report outlining Program Performance and Operational Actions of the Accommodation Facilities for the month of December 2020

RECOMMENDATION**MOTION**

Moved: Cr Dawn Braun

Seconded: Cr Cameron Hudson

That Council note and approve the Accommodation Manager's Report as tabled and read.

3.07PM

The CEO presented the accommodation report.
Discussion about staff housing.
Discussion about accommodations.
Discussion about the QR code and COVID.

7.7 COMMUNITY SERVICES REPORT FOR THE MONTH OF DECEMBER 2020**PURPOSE OF REPORT**

To give an update to Council on the progress of the Aged Care and Disability Services

RECOMMENDATION**MOTION**

Moved: Cr Dawn Braun

Seconded: Cr Cameron Hudson

That the Community Services Report for November 2020 be tabled and accepted as read.

Discussion about the Office staff and locations of offices.

The CEO presented the Community Services Report.

Discussion about Community Services programs.

7.8 COMMUNITY SERVICES REPORT- PLAYGROUP**PURPOSE OF REPORT**

To give an update to Council on the progress of the Playgroup Program.

RECOMMENDATION**MOTION**

Moved: Cr Dawn Braun

Seconded: Cr Margaret Mara

That the Community Services- Playgroup Report be read and accepted.

3.51PM

The CEO presented the Playgroup report.

Discussion about the Playgroup program.

8 ANY OTHER BUSINESS

Discussion about the Cultural Centre and the operations of it.

9 CORRESPONDENCE IN**9.1 CORRESPONDENCE IN FROM PRESTON LAW DATED 17 DEC 2020 LEASE DOCUMENT TORRES & CAPE HOSPITAL & HEALTH SERVICE****PURPOSE OF REPORT**

To advise Council of Correspondence IN from Preston Law dated 17 Dec 2020. Lease Document Torres & Cape Hospital & Health Service

The CEO presented the correspondence into the Council
Cr. Hudson Asked a question regarding the lease.
Discussion about visible signposts and safety around the Community.

9.2 CORRESPONDENCE IN FROM GREG HALLAM LGAQ DATED 20 DEC 2020 RE ROAD MANAGEMENT PERFORMANCE CONTRACT LEGAL CONCERNS.

PURPOSE OF REPORT

To advise Council of Correspondence IN from Greg Hallam LGAQ dated 20 Dec 2020 re Road Management Performance Contract legal concerns.

9.3 CORRESPONDENCE IN FROM GREG HALLAM LGAQ DATED 23 DEC 2020 RE MUTUAL ACCESS AGREEMENT FORM CORRESPONDENCE

PURPOSE OF REPORT

To advise Council of the Correspondence IN from Greg Hallam LGAQ dated 23 Dec 2020 re Mutual Access Agreement Form

MOTION

Moved: Cr Margaret Mara

Seconded: Cr Cameron Hudson

That the correspondence be tabled and accepted.

4.00pm

10 CORRESPONDENCE OUT

Nil

11 NEXT MEETING DATE

Proposed date for next meeting: 16 February 2021

12 CLOSE MEETING

The Meeting closed at 4.00pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on .

.....

RECOMMENDATION

1. That the Minutes of the Council held on 19 January 2021 be received and the recommendations therein be adopted.

4 MATTERS ARISING FROM THE MINUTES**5 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:

5.1 Request for OMAC Support - Horse Owners

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.

6 MAYOR AND COUNCILLOR REPORTS

Nil

7 OPERATIONAL REPORTS

7.1 CEO FEBRUARY REPORT 2021

Author: Naseem Chetty, Chief Executive Officer

Authoriser: Naseem Chetty, Chief Executive Officer

Attachments: Nil

PURPOSE OF REPORT

To provide council an update of activities of the Chief Executive Officer during the month of February 2021.

BACKGROUND

1. Facilitated Technical working group meeting.
2. All staff meeting to advise 2021 initiatives and direction of council.
3. Investigation – Mail issues with Australia Post.
4. Management of Trustee business.
5. Design of Mapoon Community bus wrap
6. Assistance with Police Liaising Officer accommodation
7. Meeting with Justice and correction department – Parolee release.
8. Finalization of Mapoon Asset Management Plan.
9. Development of delivery plan for Mapoon Multipurpose/Cultural Centre
10. Meeting with some community resident – Horse management
11. Delivery of Stakeholder reports for service delivery
12. Presentation – QCoast Program
13. Met with PCYC delegates for the management of Mapoon Gymnasium.

DISCUSSION

RECOMMENDATION

That Receive and take not of this report.

7.2 REQUEST FOR APPROVAL FOR CONCERT - TROY CASSAR DALEY

Author: Naseem Chetty, Chief Executive Officer

Authoriser: Naseem Chetty, Chief Executive Officer

Attachments: Nil

PURPOSE OF REPORT

To forward Council request from Troy Cassar Daley's Manager for him to come to Mapoon for a free concert.

BACKGROUND

I manage Troy Cassar-Daley and would like to chat with you about an opportunity for Troy to come to Old Mapoon for a free community concert as part of his Cape tour in June. We are looking for some assistance from the council to help stage this event.

Background to the tour:

Troy is a successful Australian artist who tours throughout Australia each year including community visits whilst he is on the road. This is incredibly important to him.

Troy is a proud member of the Gumbaynggirr and Bundjalung nations with big connections to his land and his people. This run of shows will engage community and take local artist the Black Image Band on the road with Troy. The Black Image will perform their own set and back Troy for his performance. 5 brothers from the Cape that have been performing together since 1997. In each community we would like to engage one local artist to be a part of the show, we have found over the years of including local talent it engages the community and builds the support around these young artists as they are starting out. We will work with the local schools and community groups to find the local talent for each show.

When Troy was a young boy he had a saying – ***If They Can We Can....*** He saw the success of people like Uncle Jimmy Little and Lionel Rose as something to strive for... and hopes he can be that inspiration to the younger people in community throughout Australia and leave a legacy. Troy will spend time with Elders and youth before his performance.

Concert details:

Show date: Sunday, June 6th 2021

Location: we would be looking for a community centre that would be able to hold the concert

Infrastructure: The centre ideally to have a set up for food and refreshments with toilet facilities

Timing: Bump in 2pm, soundcheck 4pm, concert to commence 7:00pm — show run TBC in consultation with Council and community organisers

Troy's contribution:

- deliver Troy Cassar-Daley and the Black Image band to Old Mapoon for the free community event
- full production and enough lighting for the concert

Mapoon Council in kind contribution:

- supply and set up the Community centre for the concert — ideally one that has a stage area
- organise and run the refreshments and food
- manage the patrons that attend the show
- assist with marketing to community with concert flyers, social media advertising, and word of mouth support

Mapoon Council sponsorship contribution:

- accommodation for Troy and the band for the night of June 7th - 5 twin share rooms - 8 people in the crew
- \$3000.00 contribution to assist with the costs of the production, travel, band and crew.

DISCUSSION**Cost Implications**

Accommodation	\$1260.00
Contribution	\$3000.00
Refreshment	\$1500.00
Staff and Management	\$1000.00
Total	\$6760.00

RECOMMENDATION

That council provides advice and direction to the CEO on this matter.

7.3 COMMUNITY BUS WRAP DESIGN

Author: Naseem Chetty, Chief Executive Officer

Authoriser: Naseem Chetty, Chief Executive Officer

Attachments:

1. logo
2. dimensions

PURPOSE OF REPORT

To seek councils, advise on attached design for Mapoon Community Bus Wrap.







BACKGROUND

Council after long and hard negotiation has secured funding for our community bus, which can be used as a medium to thank Ely Trust and share our community sentiments.

Presented are some ideas for the bus wrap for councils and perusal and advice

DISCUSSION

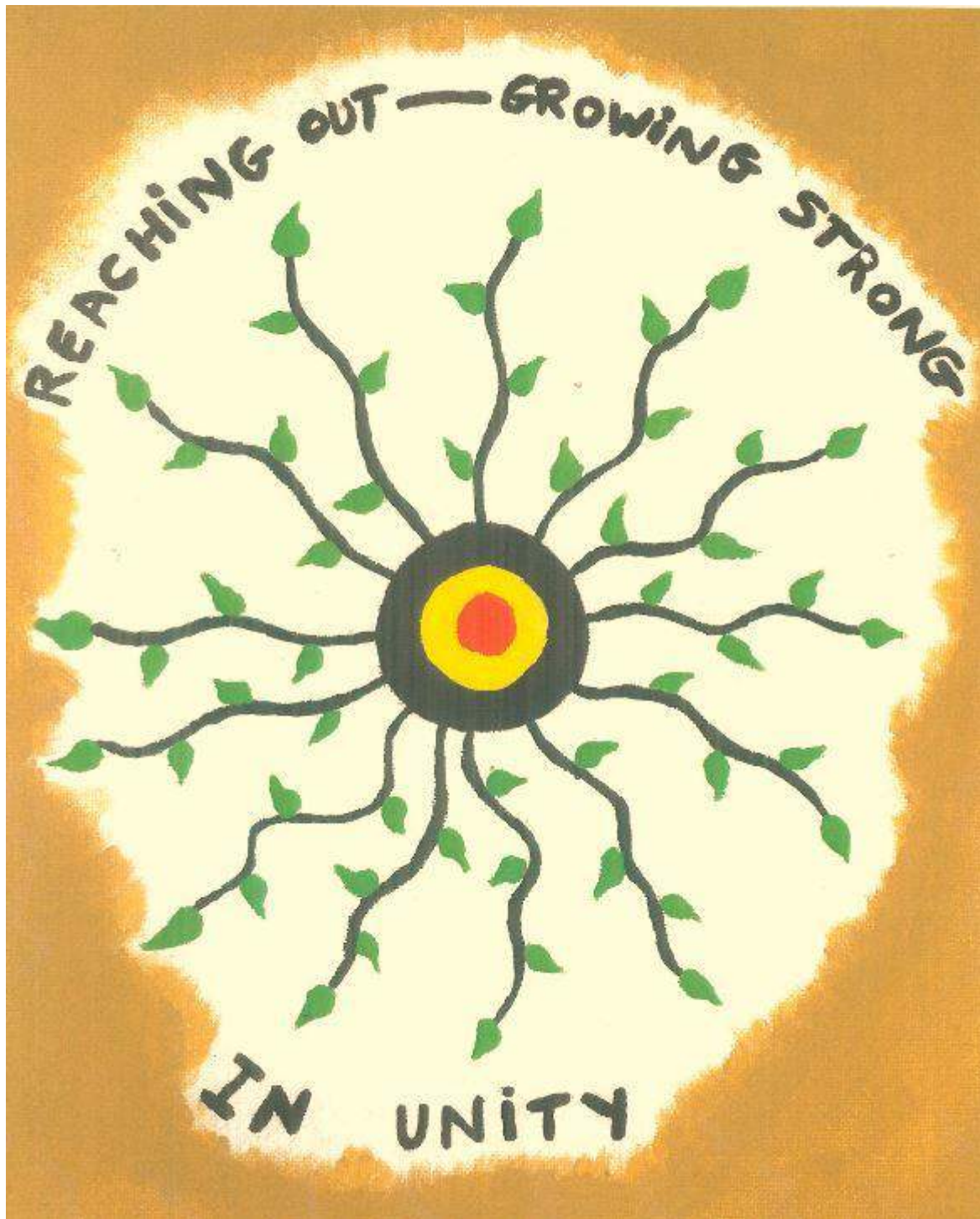


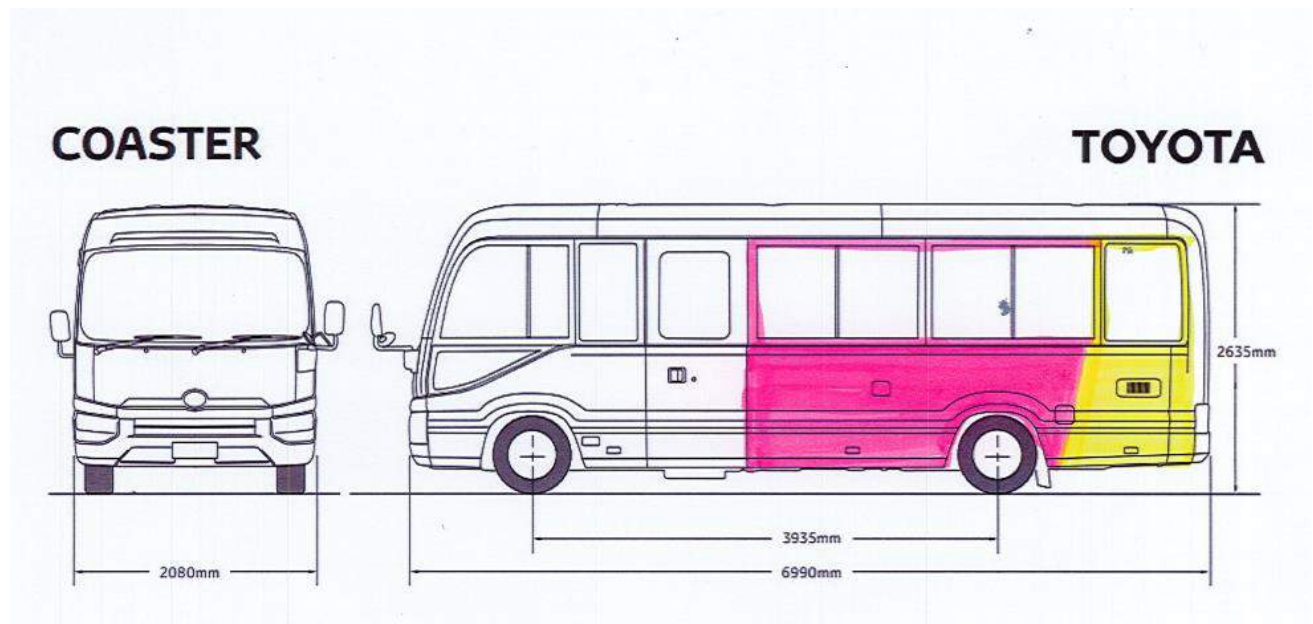
TOTEM	LANGUAGE NAME
	MPAKWITHI
	THANKAWITH
	TEAPITHIGGI
	TJUNGUNDJI
	YUPUNGATHI
	WARRANGKU

**RECOMMENDATION**

That council

1. Receive and take note of this report.
2. Provide advice and guidance on presented ideas for the bus wrap for councils and perusal and advice.





7.4 REQUEST FOR LETTER OF SUPPORT - AUSTRALIA ZOO

Author: Naseem Chetty, Chief Executive Officer

Authoriser: Naseem Chetty, Chief Executive Officer

Attachments: Nil

PURPOSE OF REPORT

To seek council direction and advise on Australia Zoos request for a letter of Support

BACKGROUND

I have received correspondence from Bill Ferguson – Australian Zoo, council to kindly provide a letter of support to Australia Zoo for funding.

“As I indicated in previous emails, our charity Wildlife Warriors Worldwide is applying for a grant from the federal government through the Building Better Regions program to build tourism cabins on our property, the Steve Irwin Wildlife Reserve. If successful, we intend to have overnight stays on the Reserve as part of organised tours. As you know, over the past few years, we have had these organised tours entering the Reserve for a day-time experience which involves our rangers explaining the conservation and research carried out on the Reserve and then short tours to a couple of key spots on the property before the tour group travels onto Bramwell for their overnight accommodation.

If we are successful in gaining the grant, we would like to work with Mapoon Council to incorporate visits to Mapoon and cultural experiences for the tour groups both in Mapoon and on the Reserve. Apart from the extra revenue generated from the tours, we expect several employment opportunities for tour guides and presenters for Mapoon residents as part of this venture.

In order to improve our chances of a successful grant application, it has been suggested that we seek letters of support from potential partners. Therefore, is it possible for the Mapoon Council to supply a letter of support for the tourism accommodation grant application?

Unfortunately, the timelines are quite tight on the application and we would need the letter by the application deadline of March 5?

If you need further information, please let me know? I’m in the process of writing the application now and expanding on the details of the accommodation.

I hope to be on Cape York before June this year and would love to catch up with you and Mayor Addo if you are available?

RECOMMENDATION

That Council

1. The CEO negotiate a written commitment or a satisfactory number of tours per year to Mapoon for cultural experiences and to support local entrepreneurs.
2. Direct CEO to draft a letter of support for Australia Zoo.

7.5 MAPOON TRANSFER STATION

Author: Naseem Chetty, Chief Executive Officer

Authoriser: Naseem Chetty, Chief Executive Officer

Attachments: 1. Omac Correspondence

PURPOSE OF REPORT

To provide an update on Councils request to Old Mapoon Aboriginal Corporation to sell land where Mapoon Landfill is situated.

BACKGROUND

Please see attached response

RECOMMENDATION

That Council to take note of this report and provide direction.



Our Ref: MN:SF:20408

12 February 2021

Andrew Kerr
Partner
Preston Law
1/15 Spence Street
CAIRNS QLD 4870

Dear Andrew,

RE: MAPOON LANDFILL FACILITY

Without Prejudice

1. We refer to your letter dated 10 December 2020 to Ms Robyn Bartlett of Old Mapoon Aboriginal Corporation (OMAC).

Council's Change of Plans

2. We note that Mapoon Aboriginal Shire Council (**Council**) has decided not to proceed with the proposed expansion of the Mapoon landfill facility on the Aboriginal Freehold land owned by our client.
3. We further note Council's proposal to operate a Landfill Waste Transfer Station Facility (the **Transfer Station**) at the existing site of the Mapoon landfill facility (the **Site**), from which waste would be transported to Weipa for disposal. The precise area that Council proposes to occupy and use for the Transfer Station is unclear on concept Sketch (7505G-6) enclosed with your letter (the **Concept Sketch**). Would the boundary be the perimeter fence of the proposed Transfer Station?

Our Instructions

4. Our client does not intend to surrender the Site to Council.
5. We propose that Council enter a lease of the Site for the construction, maintenance and operation of the Transfer Station.
6. We require that Council provide our client with:
 - a. appropriate geotechnical and engineering investigations and analyses of the Site;
 - b. a Transfer Facility design that is detailed and responsive to the results of those investigations and analyses; and

Brisbane

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Maroochydore

4/59 The Esplanade
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Maroochydore Qld 4558
P 07 5479 0155
E reception@paellaw.com

12 February 2021

-
- c. a survey plan of the proposed reconfiguration of lot 2 on Survey Plan 252512, showing the boundaries of the area to be leased for the Transfer Facility, as agreed with OMAC.
7. We propose that OMAC and Council execute a deed of agreement by which the previous Owner's Consent Agreement is terminated (the **Deed**). For the purpose of obtaining development approvals required for the Transfer Facility, the Deed may also set out OMAC's consent to use the agreed lease area for the Transfer Station.

Further Questions

8. Should you have any enquiries regarding this matter, please contact Sall Forest on (07) 4041 7622 or via sall@paelaw.com.

Yours sincerely,



Sall Forest BComm LLB (Hons)
Senior Solicitor - Cairns Office
e sall@paelaw.com

3447-4909-9794, v. 1

Page 2

7.6 STORE REPORT

Author: Dale Pye, Store Manager
Authoriser: Naseem Chetty, Chief Executive Officer
Attachments: 1. Store Sales diagram
2. Produce Sales diagram

PURPOSE OF REPORT

To advise Council of the operations of the Store.

DISCUSSION

January has been my first full month at the store. We are continuing to improve the layout of goods as well as the range offered to customers. We have sourced electrical goods from different suppliers at better rates so that we can offer lower prices to customers. See diagram attached.

There has been a huge upturn in fruit & veg sales. In the months prior to our arrival the weekly fruit & veg sales were on average \$400-500 per week. They are consistently around the \$1000 per week now. New items have been added such as fruit packs, veggie packs and salad packs which offer customers good value. A larger range is about to be introduced. See diagram attached.

Some grocery items have been out of stock at the Spar warehouse for a while and we are hoping this will improve.

Bread was in short supply at the end of January with stocks running too low. Order quantities have been raised so that we can build up again. We did source some bread from Weipa, but they too have had supply issues and could not spare much.

We have trialled fresh meat that comes in cryovac packaging from the Sunshine Coast. It seems to have had good reviews from customers so we will continue with that. We have also ordered frozen meat from Cairns Bulk Meats which should arrive soon. Many locals have told us that it is good quality, and we will report on that next month.

There are still write off's in some grocery lines as they are running out of date. This could happen for a while as stock purchased when COVID-19 started is now expiring. We mark these products down, so we at least get something for them to minimize the loss. We have set up a system in the store that tags goods that are coming close to date so we can monitor them and mark them down before it is too late.

Eggs have come in short dated for the last 2 weeks and we have received a full credit from the supplier. We have been selling the eggs at \$1 per box so still getting something.

Mechanical issues have caused a few hiccups. The petrol bowzers played up one day but was resolved as quickly as possible. The fruit & veg fridge iced up and had to be defrosted. This has improved the wastage in this area as it is now holding temperature.

A new compressor has been ordered for what used to be the dairy fridge. It will be good to get a full dairy display back once that is operating again.

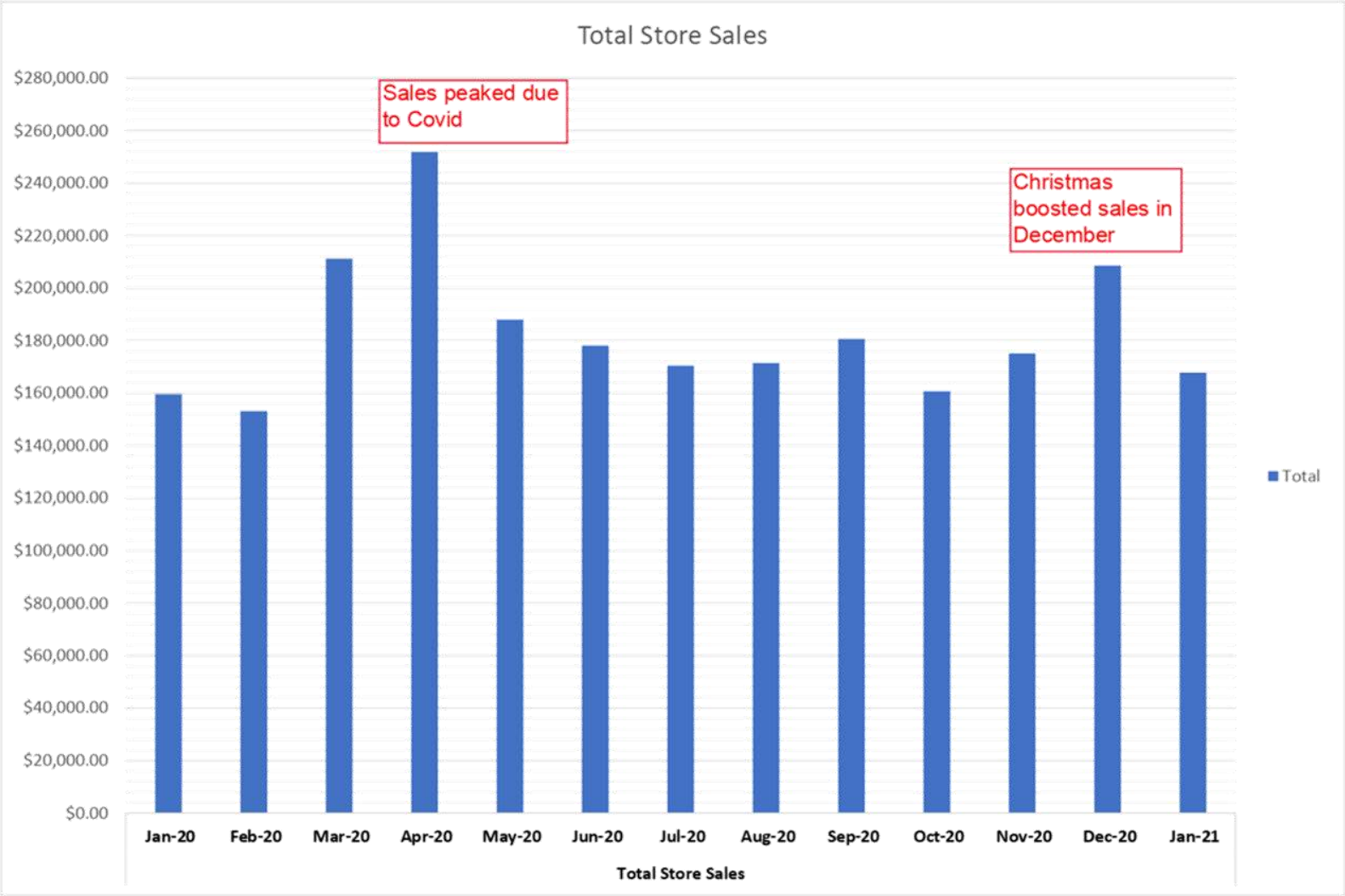
We did the stocktake on January 30th and the variance report has highlighted some areas that need to be improved in Profit Track, our POS system. We are already working on that. One example was coke cans. The set up needs to account for sales of cartons as well as single cans.

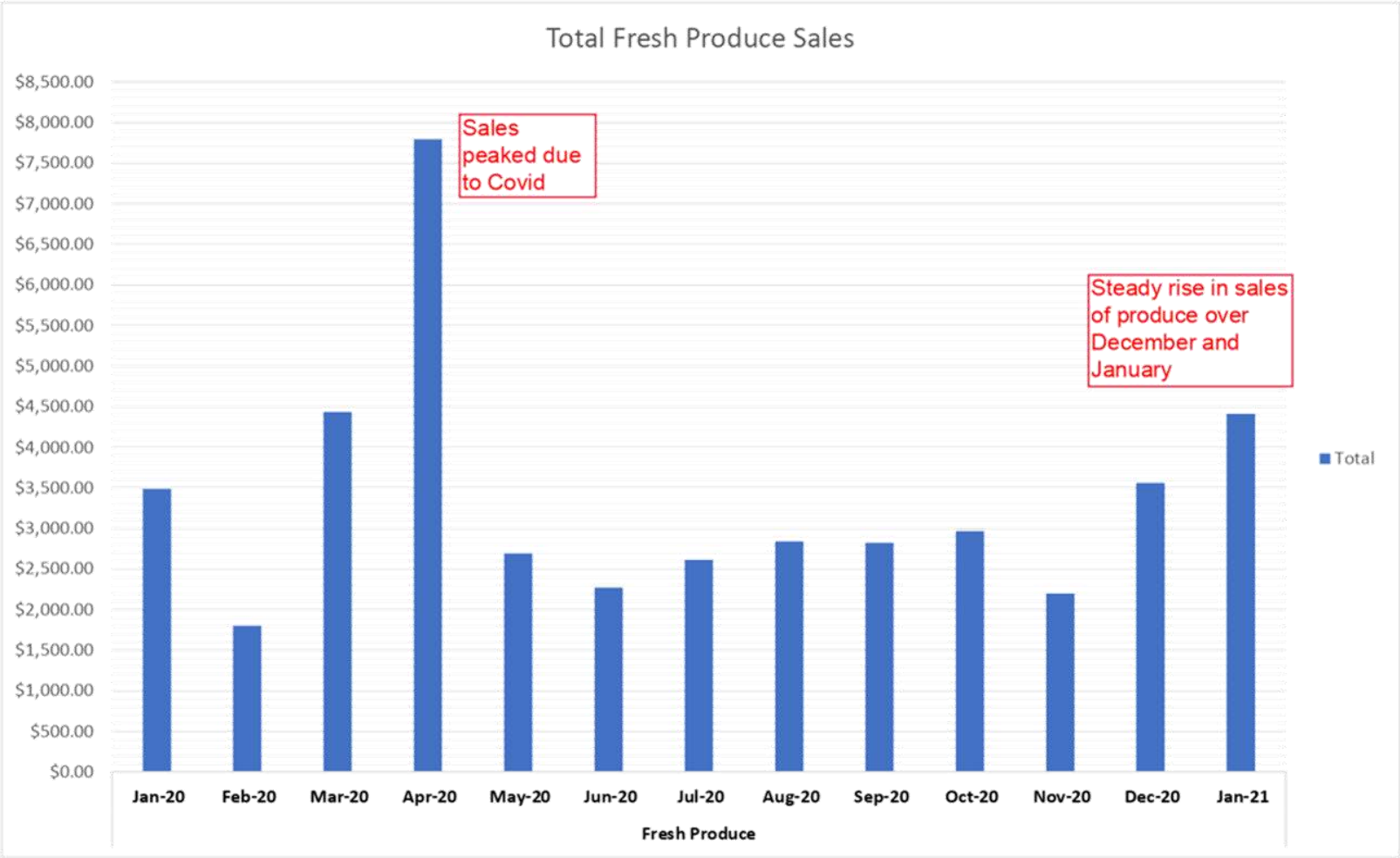
We have started reviewing the pricing structure of all goods in the store. This will be a lengthy process. The aim is to keep our prices low enough to encourage people to shop locally instead of going to Woolworths, yet still making money.

The staff have been a great help to me. In the weeks leading up to stocktake the staff helped do a lot of prep work so that it ran smoothly on the day.

RECOMMENDATION

That Council approve the Store Manager's Report as tabled and read.





7.7 EXECUTIVE FINANCE MANAGER JANUARY 2021 REPORT

Author: Elzebie Groenewald, Executive Manager Financial Services

Authoriser: Naseem Chetty, Chief Executive Officer

Attachments: 1. Financial Reports January 2021

PURPOSE OF REPORT

Present to the Council a report outlining program performance and operational actions for the previous month. This report contains listed activities and points for decisions in Council meeting.

DISCUSSION**Finance**

Finance department is now preparing for an onsite Asset Valuation at the end of Feb and an onsite visit by the Internal Auditor in Feb and March.

Profit & Loss

As at 31st January 2021 the Council made an operating surplus of \$1.135M.

Revenue

As at 31st January 2021 the Council received revenue totalling \$12,526M, this is below budget of \$16,247M. This is due to timing of funds expected to be received in January.

General Expenses & Cost of Goods Sold

As at 31st January 2021 Council total expenditure was \$11,390M. 33% below the budget of \$16,935M. This is due to a timing difference on completing projects due to the wet weather.

Store

The store made an operating loss of \$145k for the year to 31st January 2021. The loss for January was \$73k which includes stock adjustment of \$59k after stocktake. Store manager has investigated this stock variance and it is mainly made up of \$55k for coke cans. This is an ongoing IT issue within the store software Profit Track which is being resolved by the store manager and the software programmers. This variance should correct itself in the next stocktake end of March.

Untied Funds

The Council currently holds \$4,007M in untied funds. This has increased by \$66k from December.

RECOMMENDATION

That Council endorses the following:-

1. Financial Reports for the financial period January 2021.

PO Box 213
Weipa Qld 4874

Profit & Loss [Budget Analysis]

July 2020 through January 2021

	Selected Period	Budgeted	\$ Difference	% Difference
Income				
Agency Fees				
Income - Centrelink Agency Fee	\$15,287.09	\$14,000.00	\$1,287.09	9%
Income - Postal Agency Commis	\$6,655.75	\$6,138.42	\$517.33	8%
Landing Fees	\$80.00	\$2,916.67	-\$2,836.67	-97%
Revenue - Hire - Plant & Equip	\$650.54	\$127,735.42	-\$127,084.88	-99%
Revenue - Hire of Vehicle	\$24,260.00	\$20,818.58	\$3,441.42	17%
Income - Fishing Licence	\$2,727.30	\$2,314.08	\$413.22	18%
Membership Fee	\$4,259.06	\$291.67	\$3,967.39	1360%
Ranger Contract Services	\$53,288.22	\$30,926.00	\$22,362.22	72%
Rental Receipts Social Housing	\$11,204.31	\$3,844.17	\$7,360.14	191%
Staff Housing	\$2,908.11	\$25,331.83	-\$22,423.72	-89%
Rates	\$10,730.94	\$95,438.00	-\$84,707.06	-89%
Lease payments Housing	\$172,842.52	\$88,466.58	\$84,375.94	95%
Dongas Accommodation	\$223,789.81	\$305,769.92	-\$81,980.11	-27%
Rental - Misc properties	\$75,907.06	\$112,438.08	-\$36,531.02	-32%
Income - Administration Fees	\$71,381.54	\$317,259.25	-\$245,877.71	-78%
Income - Bank Interest	\$15,217.80	\$37,497.25	-\$22,279.45	-59%
Works Sales - Houses	\$477,742.79	\$1,771,400.75	-\$1,293,657.96	-73%
Works sales - not houses	\$16,623.28	\$0.00	\$16,623.28	
Workshop Sales - Mech External	\$9,656.00	\$3,018.17	\$6,637.83	220%
Workshop sales Internal	\$146,806.87	\$233,333.33	-\$86,526.46	-37%
Store Sales - GST	\$275,713.78	\$408,333.33	-\$132,619.55	-32%
Store Sales - GST Free	\$314,463.91	\$291,666.67	\$22,797.24	8%
Camping Fees- Town , Cullen Pt	\$13,733.58	\$8,677.08	\$5,056.50	58%
Camping Fees-Outside town area	\$1,645.45	\$1,471.75	\$173.70	12%
Store sales - Fuel	\$231,541.79	\$193,068.17	\$38,473.62	20%
Store Sales- Phone IT Services	\$39,061.90	\$36,731.33	\$2,330.57	6%
Store Sales- Electricity cards	\$96,346.40	\$84,623.00	\$11,723.40	14%
ATM - Rebates	\$3,498.65	\$4,475.33	-\$976.68	-22%
Store Sales - Cigarettes	\$368,878.55	\$292,767.42	\$76,111.13	26%
Aged Care Meals	\$2,018.23	\$5,032.42	-\$3,014.19	-60%
Sales - Gas Bottles	\$9,481.85	\$10,805.08	-\$1,323.23	-12%
Washing Machine, Coin operated	\$392.73	\$988.75	-\$596.02	-60%
Sales - AMO Service	\$2,811.82	\$2,916.67	-\$104.85	-4%
Reimbursements	\$74,307.11	\$15,688.17	\$58,618.94	374%
Refunds/Claims	\$839.87	\$43,334.67	-\$42,494.80	-98%
Unexpended Grants b/fwd	\$3,821,475.00	\$2,224,381.25	\$1,597,093.75	72%
Unexpended Grants C/fwd	-\$119,228.99	-\$285,300.17	\$166,071.18	-58%
Grants - General Purpose	\$5,901.02	\$327,510.75	-\$321,609.73	-98%
Grants - Operating - State	\$2,186,046.18	\$1,797,806.50	\$388,239.68	22%

Grants - Operating - C'wlth	\$1,160,255.78	\$1,391,976.25	-\$231,720.47	-17%
Grants - Operating - Other	\$17,474.51	\$2,916.67	\$14,557.84	499%
Grants - Capital - State	\$1,785,117.24	\$4,892,774.25	-\$3,107,657.01	-64%
Grants - Capital - C'With	\$500,000.00	\$437,500.00	\$62,500.00	14%
Grants - Capital - Other	\$347,000.00	\$902,708.33	-\$555,708.33	-62%
Donations	\$20,454.58	-\$44,413.25	\$64,867.83	-146%
Disposal of assets	\$24,809.09	\$0.00	\$24,809.09	
Total Income	\$12,526,059.02	\$16,247,378.58	-\$3,721,319.56	-23%

Cost of Sales

Store

Store rebates	-\$5,346.07	-\$4,607.17	-\$738.90	16%
Store CoS General	\$385,359.53	\$352,595.83	\$32,763.70	9%
Store CoS- Cigarettes	\$277,561.94	\$238,570.50	\$38,991.44	16%
Phone IT cards	\$38,299.29	\$40,613.42	-\$2,314.13	-6%
Store COS Powercards	\$82,564.15	\$65,777.83	\$16,786.32	26%
StoreStock Adj, Spoilage/Theft	\$148,413.65	\$98,768.25	\$49,645.40	50%
Store Freight	\$115,995.26	\$106,943.08	\$9,052.18	8%
Store CoS Fuel	\$105,105.75	\$111,998.83	-\$6,893.08	-6%
Store Camp Fee Royalties	\$12,450.23	\$8,971.67	\$3,478.56	39%
Purchases - Workshop Stock	\$76,686.56	\$69,048.58	\$7,637.98	11%
Purchases - Workshop Fuel	\$11,575.84	\$15,050.58	-\$3,474.74	-23%
Freight- Workshop	\$9,169.51	\$8,064.00	\$1,105.51	14%
Purchases - Construction Stock	\$3,322.50	\$759.50	\$2,563.00	337%
Works Materials - Houses	\$143,821.52	\$94,431.17	\$49,390.35	52%
Works Materials -not-Houses	\$496,087.33	\$127,076.83	\$369,010.50	290%
Freight - Works - houses	\$22,616.23	\$15,520.17	\$7,096.06	46%
Freight General	\$30,809.32	\$15,551.67	\$15,257.65	98%
Works - Contractors - Houses	\$373,359.74	\$1,301,776.58	-\$928,416.84	-71%
Works Contractors - not houses	\$3,405,947.42	\$2,813,843.08	\$592,104.34	21%
LittleHotelierTransaction Fees	-\$37.64	\$454.42	-\$492.06	-108%
Works - Small tools	\$868.73	\$0.00	\$868.73	
Purchases - Gas Bottles	\$6,471.58	\$8,534.75	-\$2,063.17	-24%
gas bottles - Connection fee	\$170.00	\$0.00	\$170.00	
Water Supply expenses	\$10,765.58	\$4,667.25	\$6,098.33	131%
Total Cost of Sales	\$5,752,037.95	\$5,494,410.83	\$257,627.12	5%

Gross Profit	\$6,774,021.07	\$10,752,967.75	-\$3,978,946.68	-37%
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Expenses

Employment Expenses

Wages and Salaries

Wages & Salaries	\$1,705,546.77	\$2,147,378.92	-\$441,832.15	-21%
Annual Leave	\$179,023.71	\$61,873.58	\$117,150.13	189%
Long service leave	\$27.24	\$30.33	-\$3.09	-10%
Sick leave	\$37,614.33	\$5,370.17	\$32,244.16	600%
Superannuation	\$234,272.29	\$186,748.33	\$47,523.96	25%

Staff Amenities	\$2,027.53	\$1,328.83	\$698.70	53%
Staff Housing Rents	\$23,806.82	\$16,123.33	\$7,683.49	48%
Staff Recruitment & Relocation	\$23,798.10	\$21,797.42	\$2,000.68	9%
Training Costs	\$9,597.72	\$29,623.42	-\$20,025.70	-68%
Employee Allowances	\$31,830.33	\$20,340.25	\$11,490.08	56%
Uniforms	\$9,149.01	\$4,599.00	\$4,550.01	99%
Workers' Compensation	\$39,701.51	\$21,715.17	\$17,986.34	83%
Flight entitlements	\$8,392.46	\$3,500.00	\$4,892.46	140%
Workplace Health & Safety	\$63,010.07	\$3,635.33	\$59,374.74	1633%
Administration / Overheads	\$66,900.00	\$317,259.25	-\$250,359.25	-79%
Advertising (not employment)	\$12,659.27	\$3,515.17	\$9,144.10	260%
Hire of Equipment - non works	\$2,496.09	-\$48.42	\$2,544.51	-5255%
Accounting Fees (Not overhead)	\$19,094.40	\$0.00	\$19,094.40	
Insurance	\$115,685.75	\$79,070.83	\$36,614.92	46%
Tools & Minor Equipment	\$17,972.96	\$8,331.75	\$9,641.21	116%
Tools & Equipment >\$500	\$8,491.94	\$12,369.00	-\$3,877.06	-31%
Catering	\$6,087.38	\$20,429.50	-\$14,342.12	-70%
Cleaning Expenses	\$14,792.07	\$1,802.50	\$12,989.57	721%
Fees/Charges/Licences	\$99,332.09	\$48,218.33	\$51,113.76	106%
Legal Fees	\$51,986.67	\$52,063.08	-\$76.41	0%
x Management Fees	\$0.00	\$14.00	-\$14.00	
First Aid Supplies	\$17.46	\$0.00	\$17.46	
Admin Freight Paid	\$7,265.40	\$215.25	\$7,050.15	3275%
Sundry Expenses	\$0.00	\$11,913.42	-\$11,913.42	
Service Fees	\$3,706.14	\$3,996.42	-\$290.28	-7%
Computer Equipment	\$24,022.94	\$810.25	\$23,212.69	2865%
Office Supplies	\$5,463.46	\$4,567.50	\$895.96	20%
Printing & Stationery	\$10,366.06	\$5,758.08	\$4,607.98	80%
Security Expenses	\$1,018.32	\$3,436.42	-\$2,418.10	-70%
Grounds Maintenance	\$432.43	\$29.17	\$403.26	1383%
Audit Fees	\$60,063.75	\$40,454.17	\$19,609.58	48%
IT - Data Control	-\$3,124.90	\$14,816.08	-\$17,940.98	-121%
IT - Internet & Email Fee	\$16,729.03	\$710.50	\$16,018.53	2255%
IT - Support (Helpdesk)	\$7,205.00	\$0.00	\$7,205.00	
IT - Server & Data Storage	\$3,944.73	\$0.00	\$3,944.73	
IT - Website	\$5,022.73	\$0.00	\$5,022.73	
Telephone & Fax	\$87,296.30	\$62,554.92	\$24,741.38	40%
Postage	\$149.77	\$130.67	\$19.10	15%
Consultancy Fees	\$205,861.75	\$138,049.92	\$67,811.83	49%
Contractors	\$72,200.36	\$214,216.92	-\$142,016.56	-66%
Council Donation	\$0.00	\$11,666.67	-\$11,666.67	
Electricity	\$55,959.60	\$71,725.50	-\$15,765.90	-22%
Gas Bottles - Council Use	\$697.58	\$0.00	\$697.58	
R&M: Council Buildings	\$1,295.24	\$61,210.92	-\$59,915.68	-98%
R&M: Equipment	\$29,489.72	\$10,444.58	\$19,045.14	182%
R&M: Infrastructure	\$69,890.00	\$0.00	\$69,890.00	
R&M: Plant & Equipment	\$16,200.42	\$9,017.75	\$7,182.67	80%
R&M Water Supply	\$0.00	\$221.67	-\$221.67	
Office Rental	\$6,250.00	\$11,117.17	-\$4,867.17	-44%

Subscriptions & Fees	\$10,545.45	\$29,706.83	-\$19,161.38	-65%
MV Fuel	\$64,005.50	\$85,890.58	-\$21,885.08	-25%
MV Hire	\$26,364.29	\$18,854.50	\$7,509.79	40%
MV Insurance	-\$4,882.11	\$583.33	-\$5,465.44	-937%
MV Registration	\$28,077.81	\$14,430.50	\$13,647.31	95%
MV Repairs & Maintenance	\$140,682.83	\$27,769.00	\$112,913.83	407%
Accommodation	\$64,664.79	\$16,753.33	\$47,911.46	286%
Airfares	\$21,831.51	\$40,149.08	-\$18,317.57	-46%
Taxi Fares (inc Cab Charge)	\$88.70	\$527.92	-\$439.22	-83%
Travel Allowance	\$24,874.96	\$23,812.25	\$1,062.71	4%
Travel Other	\$3,588.44	\$402.50	\$3,185.94	792%
Artist Costs	\$600.00	\$6,703.67	-\$6,103.67	-91%
Visitor Management	\$50.00	\$0.00	\$50.00	
Rangers - Camping Equipment	\$718.38	\$0.00	\$718.38	
Rangers - Field Consumables	\$4,183.12	\$53,083.33	-\$48,900.21	-92%
Elders Activity	\$0.00	\$732.67	-\$732.67	
AMO - Equipment	\$0.00	\$5,833.33	-\$5,833.33	
HACC Client Groceries	\$25,336.39	\$18,124.75	\$7,211.64	40%
Materials & Supplies	\$65,930.27	\$133,130.08	-\$67,199.81	-50%
Meeting & Seminar Costs	\$7,768.18	\$6,669.83	\$1,098.35	16%
Pest Control	\$3,850.73	\$11,072.83	-\$7,222.10	-65%
Sports & Recreation Expenses	\$7,404.88	\$0.00	\$7,404.88	
Turtle Camp Costs	\$5,012.18	\$3,173.92	\$1,838.26	58%
Cultural Heritage-Elders Payts	\$2,455.45	\$0.00	\$2,455.45	
Finance Charges - non bank	-\$0.21	\$0.26	-\$0.47	-180%
Bank Fees & Charges	\$5,285.29	\$5,211.50	\$73.79	1%
Impairment of Debts	\$464.43	\$0.00	\$464.43	
Depn - Houses	\$77,642.60	\$76,120.33	\$1,522.27	2%
Depreciation, Buildings	\$396,983.16	\$282,469.25	\$114,513.91	41%
Depn - Major Plant	\$22,429.47	\$9,721.25	\$12,708.22	131%
Depreciation, Office Equipment	\$9,662.45	\$7,222.83	\$2,439.62	34%
Depreciation, Plant & Equipm't	\$126,238.21	\$97,596.33	\$28,641.88	29%
Depreciation, Store Equip't	\$15,791.30	\$21,240.92	-\$5,449.62	-26%
Depn - Roads	\$570,551.73	\$533,403.50	\$37,148.23	7%
Depn - Water	\$105,844.41	\$101,966.67	\$3,877.74	4%
Depreciation Landfill	\$13,618.78	\$13,221.83	\$396.95	3%
Depreciation, Airstrip	\$74,153.66	\$42,405.42	\$31,748.24	75%
Depn - Boat ramp	\$3,520.51	\$3,417.75	\$102.76	3%
Depn- Fibre Optic Cable	\$3,648.40	\$3,481.33	\$167.07	5%
Capital Expenditure	\$239,174.44	\$6,001,721.83	-\$5,762,547.39	-96%
Total Expenses	\$5,638,880.18	\$11,440,758.26	-\$5,801,878.08	-51%
Operating Profit	\$1,135,140.89	-\$687,790.51	\$1,822,931.40	

Mapoon Aboriginal Shire Council
Balance Sheet
 As of January 31, 2021

Assets

Current Assets

11110-QCCU - General Account	2,835,409.60
11112-QCCU Shares	10.00
11118-QCCU - Online Save A/C No9	3,938,195.23
11119-QCCU - Online Banking - Remote Capital Program	708,826.06
11120-CBA Main account	1,165,493.72
11121-CBA Store Account	300.00
11190-Electronic Clearing Account	(500.00)
Account Receivable	407,749.48
Inventories	66,725.23
Other Current Assets	1,218,422.95

Total Current Assets	10,340,632.27
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Property, Plant and Equipment	25,543,425.19
Accumulated Depreciation	(10,235,114.25)
Intangible Assets	65,000.00

Total Assets	25,713,943.21
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Liabilities

Current Liabilities

Accounts Payable	392,709.57
Taxes Payable	(34,988.40)
Other Current liabilities	5,643,057.52

Total Current Liabilities	6,000,778.69
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Total Liabilities	6,000,778.69
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Shareholders' Equity

Net Income / (Loss)	81,289,141.54
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Total Shareholders' Equity	81,289,141.54
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Total Liabilities & Shareholders' Equity	87,289,920.23
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Mapoon Aboriginal Shire Council					
Budget Analysis by Department					
Jan-21					
Accommodation	Actual	BudgetYTD	Variance to budget	Variance %	Comments
Income	229,648	315,142	-85,494	-27%	
Expense	117,881	175,806	-57,925	-33%	
Profit / (Loss)	111,767	139,336	-27,569	-20%	
Administration & Corporate Services	Actual	BudgetYTD	Variance to budget	Variance %	
Income	2,354,207	2,373,257	-19,050	-1%	
Expense	3,205,563	3,001,824	203,739	7%	
Profit / (Loss)	-851,356	-628,567	-222,790	35%	Includes Depreciation
Store	Actual	BudgetYTD	Variance to budget	Variance %	
Income	1,348,752	1,330,133	18,619	1%	
Expense	1,494,032	1,298,911	195,120	15%	
Profit / (Loss)	-145,279	31,222	-176,501	-565%	Includes stock w/off \$59k
Parks & Gardens	Actual	BudgetYTD	Variance to budget	Variance %	
Income	0	0	0	0%	Funded from untied funds
Expense	53,964	52,380	1,584	100%	
Profit / (Loss)	-53,964	-52,380	-1,584	100%	
Land & Sea	Actual	BudgetYTD	Variance to budget	Variance %	
Income	992,302	802,944	189,358	24%	Includes QILSR & PM&C grant received in advance
Expense	588,525	77,486	511,039	660%	
Profit / (Loss)	403,777	28,095	375,682	1337%	
Aged Care Services	Actual	BudgetYTD	Variance to budget	Variance %	
Income	505,772	271,007	234,765	87%	Funds received in advance
Expense	237,273	271,007	-33,734	-12%	
Profit / (Loss)	268,499	0	268,499		
Water & Sanitation	Actual	BudgetYTD	Variance to budget	Variance %	
Income	239	0	239		Funded from untied funds
Expense	124,067	140,437	-16,370	-12%	
Profit / (Loss)	-123,828	-140,437	16,609	-12%	
Works Contract & Housing Maintenance	Actual	BudgetYTD	Variance to budget	Variance %	
Income	1,174,151	997,754	176,397	18%	
Expense	793,533	720,424	73,109	10%	
Profit / (Loss)	380,618	277,330	103,288	37%	
Works Other	Actual	BudgetYTD	Variance to budget	Variance %	
Income	5,764,297	9,914,213	-4,149,916	-42%	
Expense	4,581,587	10,293,810	-5,712,224	-55%	
Profit / (Loss)	1,182,711	-379,597	1,562,308	-412%	
Workshop	Actual	BudgetYTD	Variance to budget	Variance %	
Income	156,690	242,927	-86,237	-35%	
Expense	194,494	204,495	-10,001	-5%	
Profit / (Loss)	-37,803	38,433	-76,236	-198%	
Total Works	Actual	BudgetYTD	Variance to budget	Variance %	
Income	7,095,377	11,154,895	-4,059,517	-36%	Carried forward grants
Expense	5,693,680	11,359,166	17,052,846	150%	
Profit / (Loss)	1,401,697	-204,271	1,605,969	-786%	
Total Divisions	Actual	BudgetYTD	Variance to budget	Variance %	
Income	12,526,059	16,247,378	-3,721,319	-23%	
Expense	11,390,918	16,933,943	-5,543,025	-33%	
Profit / (Loss)	1,135,141	-686,565	1,821,706	-265%	

Mapoon Aboriginal Shire Council
Statement of untied funds as at January-2021

Cash & Money in bank	8,648,235	
Debtors	407,749	
Total Cash & Debtors		9,055,984
Less		
Tied Grants	11,049,438	
Liabilities	-6,000,779	
Total Tied Grants & Liabilities		5,048,659
Untied Funds		4,007,325
Total cash less liabilities		3,599,575
Debtors		407,749
Total untied cash & Debtors		4,007,325

7.8 MONTHLY REPORT FOR JANUARY 2021 WORKS DEPARTMENT

Author: Tom Smith, Infrastructure Services Manager

Authoriser: Naseem Chetty, Chief Executive Officer

Attachments: Nil

PURPOSE OF REPORT

Present to the council a report program performance and operational actions for the previous month. This report contains listed activities and points for decisions in the council meeting.

BACKGROUND

Council Has several larger projects currently under construction which are at various stages of completion here are the updates.

DISCUSSION

Works Activities to date.

- Social housing blocks, fencing ordered and construction documents underway.
- Church works, Baptism bath and tiling complete, installation of the bell and landscaping with new fence to perimeter expected to be complete mid-late Feb.
- Paanja lodge cabins site filling is underway with an expected completion mid-Feb, new undercover carport and solar power enclosure ordered and manufacturer underway.
- RFQ for the install of all 4x2 bed dwelling at the Paanja lodge has been awarded to Alan Jenkins Builders with a commencement date of late February weather permitting.
- Store project underway. All components for the construction of the building are now constructed and on route for delivery to Dents transport in Mareeba ready for the first run once the PDR opens hopefully late march early April. Pad filling will commence on completion of accommodation project.
- RFQ called on local buy for the delivery of the survey and design works to improve the movement of rainwater around town during monsoon/wet season rains, has been awarded to AECOM, site meeting has taken place and survey works will be delivered during February.

- W4QLD 19-21 Cultural Centre update. Groundworks underway consisting of footings and under-slab electrical conduit and Plumbing. Concrete pours expected once rain eases.
- New Staff housing - plumbing 80%. Fencing and landscaping have been delayed due the severe weather experienced lately. Currently projecting a start around Mid-February 2021.
- Cemetery container will be given a coat of paint to help it blend in with the surroundings.
- Repaint of the exterior to both the Council chambers and the current Land and Sea building has been awarded to James Construction.
- Water tank Construction underway, base slab set out, formed up and steeled ready for pour. Once Base slab has cured well, it is expected to commence after a 3-day minimum curing. Slab pour scheduled for 13th February.
- QBuild maintenance is currently up to date with no back log.
- QBuild upgrade works are underway dis-mod to lots 41,36 and 59 progressing.

RECOMMENDATION

That the Council receive and take note of the Works Manager's Monthly Report for January 2021.

7.9 DEVELOPMENT APPLICATION - MAPOON GENERAL STORE

Author: Tom Smith, Infrastructure Services Manager
Authoriser: Naseem Chetty, Chief Executive Officer
Attachments: 1. Application General Store
2. Attachment B

PURPOSE OF REPORT

Planning Approval

- Reconfiguration of a Lot creating Lot 172 SP321486 cancelling Lot 36 SP313350 and
- Material Change of Use for General Store (Business Activity-Shop) and
- Operational Works for Clearing of vegetation

BACKGROUND

Mapoon Aboriginal Shire Council (applicant) wishes to create Lot 172 on SP321486 and to gain development approval for a general Store at Bond and Wheeler Streets, Mapoon.

Attachment A Location Plan shows the site location. The subject land is Deed of Grant in Trust land registered to the Mapoon Aboriginal Shire Council as Trustee

Attachment B Approved Plans shows Survey Plan SP321486. **These plans** have been prepared by RPS on Councils behalf.

Attachment C - Proposed Architectural Plans Mapoon General Store

The proposed development involves

- the creation of lot 172 on SP321486 of 4763m2 and approximately 50mm wide by 95m deep
- The construction of a general store for Mapoon about 7.5m high.

The main access will be from Bond Street to a carpark (approx. 44 carspaces) which leads to the front entrance of the store, covered by an awning at the front entrance.

An access off Wheeler Street leads to a loading dock at the rear of the store.

A landscaped strip is provided along the side and northern boundaries. Sewage disposal will be by on-site wastewater treatment zone located on the corner of Bond and Wheeler Streets.

- The land will need to be cleared of vegetation prior to construction.

The application and supporting material has been assessed against the Mapoon Aboriginal Shire Council Planning Scheme – November 2019 and is not considered to be in conflict with the

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

APPLICATION DETAILS APPLICANT	MASC
DATE LODGED	5 February 2020
ADDRESS	Bond and Wheeler Road, Mapoon
RPD	Lot 36 SP321485
AREA	2.918 ha
TYPE OF APPROVAL	Development Permit
PROPOSED DEVELOPMENT	Reconfiguration of a Lot (1 lots into 2 lots) Material Change of Use for General Store (Business Activity-Shop) Operational Works for Clearing of vegetation
TRUSTEE	Mapoon Aboriginal Shire Council – Deed of Grant in Trust
LODGED BY	Mapoon Aboriginal Shire Council

RECOMMENDATION

1. That 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 a Reconfiguration of a Lot approval for Proposed Lot 172 and Lot 36
- Development Permit for Material Change of Use for General Store (Business Activity-Shop)
- Development Permit for Operational Works for Clearing of vegetation

(B) APPROVED PLANS:

Plan	Document Title	Prepared by	Dated
SP321486	Survey Plan of Lots 172 & 36 cancelling Lot 36 on SP321485	RPS	27-08-2020
1807-2.1	Architectural Plans Site Plans	Myriad Design	18-11-2020
1790-4.1	Architectural Plans Ground Floor Plan	Myriad Design	21-09-2020
1790-4.2	Architectural Plans First Floor Plan	Myriad Design	21-09-2020
1790-8.1	Architectural Plans Elevations/Sections	Myriad Design	21-09-2020
1790-8.2	Architectural Plans Elevations/Sections	Myriad Design	21-09-2020
1807-2.1	Architectural Plans Wastewater treatment Concept	Myriad Design & Gilboy Hydraulics	30-

(C) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)**MATERIAL CHANGE OF USE CONDITIONS**

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

1.1. found necessary by Council's delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering or cultural heritage requirements; and

1.2. to ensure compliance with the following conditions of approval.

2. All works must be carried out in accordance with the approved plans, conditions and specifications, to the requirements and satisfaction of the Chief Executive Officer.

3. Council's examination of the documents should not be taken to mean that the documents have been checked in detail and Council takes no responsibility for their accuracy. If during construction, inadequacies of the design are discovered, it is the responsibilities of the Consulting Engineers to resubmit amended plans to Council for Approval and rectify works accordingly.

4. Notwithstanding any approval given to engineering documents, where a discrepancy occurs between these documents and Council's standards, then Council's standards shall apply. All works must be performed in accordance with Council standards and Local Laws and other statutory requirements, unless specifically listed in the project specific conditions.

5. In in fact there are errors, omissions of insufficient detail on the plans for the purpose of construction, these deficiencies shall be made good during construction and Council reserves

the right to withhold approval of construction until such deficiencies are made good to its satisfaction.

6. All works must be carried out in accordance with the approved plans, conditions and specifications, to the requirements and satisfaction of the Chief Executive Officer.

7. Hours of Operation

7.1. Work involving the construction will only be carried out on site during the following times: •
7.00am to 6.00pm, Monday to Friday;

- 7.00am to 1.00pm, Saturday.
- No construction work is permitted on Sundays or Public Holidays.
- Any variations to the above working hours must be authorised by the Chief Executive Officer, prior to the commencement of such works.

8. The operation of the facility shall be undertaken generally within the following hours of operation, unless alternative arrangement are approved by the Executive Manager – Engineering Services or CEO:

- Mon – Sunday 6.00am to 10pm

RECONFIGURATION OF A LOT AND OPERATIONAL WORKS (VEGETATION CLEARING) COMPONENTS

9. General

9.1. 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.

9.2. 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.

9.3. 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.

9.4. Where utilities traverse the subject property to service another lot, an easement must be created or alternate measure be implemented to protect the service infrastructure, to the satisfaction of Council's delegated officer. The developer is to pay all costs (including Council's legal expenses) to prepare and register the easement document.

9.5. 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.

10. Timing of Effect

10.1. 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.

11. Infrastructure Services and Standards

11.1. Stormwater Drainage

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

All stormwater drainage must be collected from site and discharged to an approved legal point of discharge.

11.2. Water Supply

The developer is required to extend or upgrade the reticulated water supply infrastructure to connect the site to Council's existing infrastructure at a point that has sufficient capacity to service the development in accordance with FNQROC Development Manual standards (as amended).

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

11.3. Electricity provision/supply

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

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

11.4. Telecommunications

The applicant/developer must enter into an agreement with a telecommunication carrier to provide telecommunication services to Proposed Lots and arrange provision of necessary conduits and enveloping pipes.

Written advice from a communications service provider is to be provided to Council indicating that an agreement has been made to provide telecommunication services to the proposed lot.

12. Erosion and sediment control

Erosion and sediment control measures which are in accordance with the fnqroc guidelines are to be installed and maintained to prevent the release of sediment to tidal waters.

(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) 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

(E) RELEVANT PERIOD

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

- Reconfiguring of a Lot– four (4) years (starting the day the approval takes effect); and
- Material Change of Use - six (6) years (starting the day the approval takes effect)
- Operational Works - two (2) years (starting the day the approval takes effect)

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

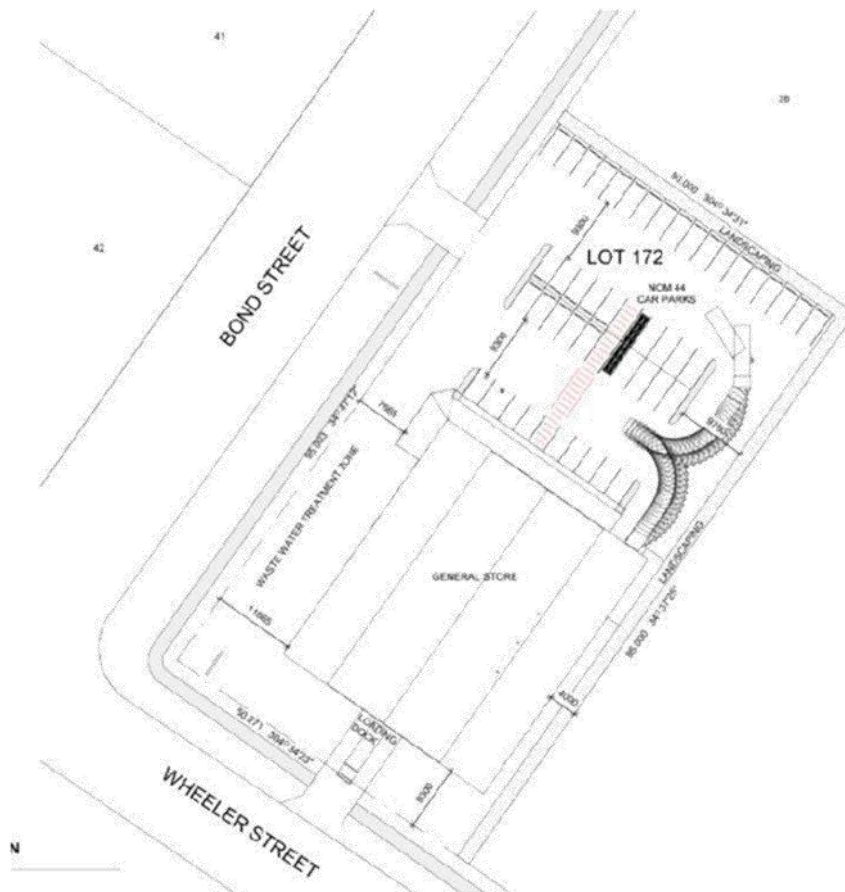
- Development Permit for Building Work



MAPOON GENERAL STORE

PLANNING REPORT FOR

- Reconfiguration of a Lot creating Lot 172 SP321486 cancelling Lot 36 SP321485 and
 - Material Change of Use for General Store (Business Activity-Shop) and
 - Operational Works for Clearing of vegetation
- Bond and Wheeler Streets, Mapoon



PR145516_ID_R80112
ROL & MCU for General Store
V1
4 February 2021

rpsgroup.com

REPORT

Document status					
Version	Purpose of document	Authored by	Reviewed by	Approved by	Review date
1	Report	I Doust	I. Doust	I. Doust	5 Feb 2021
Approval for issue					
Ian Doust				5 February 2021	

This report was prepared by RPS within the terms of RPS' engagement with its client and in direct response to a scope of services. This report is supplied for the sole and specific purpose for use by RPS' client. The report does not account for any changes relating the subject matter of the report, or any legislative or regulatory changes that have occurred since the report was produced and that may affect the report. RPS does not accept any responsibility or liability for loss whatsoever to any third party caused by, related to or arising out of any use or reliance on the report.

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REPORT

1 INTRODUCTION

RPS Australia East Pty Ltd (RPS) has been engaged by Mapoon Aboriginal Shire Council (Applicant).

The subject site is more properly described as Lot 36 SP321785 on Bond and Wheeler Road.

This development application seeks:

- Development Permit for Reconfiguration of a Lot to create Lot 172 SP321486
- Material Change of Use for General Store (Business Activity-Shop) at Mapoon.
- Operational Works for Clearing of vegetation

Refer to:

- **Appendix A - Development Application Forms**
- **Attach B - G79831 Owners Consent Lot 172**
- **Attach C - Location Plan PR145516-11A-Proposed MCU and ROL 172**
- **Attach D - Survey Plan SP321486 lot172**
- **Attach E - Proposed Architectural Plans Mapoon General Store**
- **Attach F -PR144229-5 detail survey**
- **Attach G - Combined Code responses**

Under the Mapoon Planning Scheme 2019, the subject site is located within the Township Zone (High Rise Precinct) and the proposed development is subject to Code assessment.

This report provides greater detail on the nature of the proposal and provides an assessment of the proposal against the intents and code requirements of relevant statutory planning documents.

Based on these assessments the proposal is recommended for approval subject to reasonable and relevant conditions.

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2 SITE DETAILS

2.1 Site Particulars

APPLICANT	MASC
DATE LODGED	5 February 2020
ADDRESS	Bond and Wheeler Road, Mapoon
RPD	Lot 36 SP321485
AREA	2.918 ha
TYPE OF APPROVAL	Development Permit
PROPOSED DEVELOPMENT	Reconfiguration of a Lot (1 lots into 2 lots) Material Change of Use for General Store (Business Activity-Shop) Operational Works for Clearing of vegetation
TRUSTEE	Mapoon Aboriginal Shire Council – Deed of Grant in Trust
LODGED BY	Mapoon Aboriginal Shire Council
FILE NO	RPS PR145516



Figure 1 Site Location

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2.2 Planning context

The planning context of the site includes the following:

PLANNING SCHEME	Mapoon Aboriginal Shire Council Planning Scheme – November 2019
STRATEGIC MAP	Township
ZONE & PRECINCT	Township Zone and High Rise Precinct
OVERLAY	Mapping
ENVIRONMENTALLY SENSITIVE AREA	MSES – Regulated Vegetation (essential habitat)
Wenlock River Basin Area	Not Applicable
Natural Hazards (Bushfire Hazard)	Bushfire Hazard Exclusion Area
Natural Hazards (Coastal Protection)	Not Applicable
Natural Hazards (Flood)	Not Applicable
LEVEL OF ASSESSMENT	Code Assessment
APPLICABLE CODES	<ol style="list-style-type: none"> 1. Township Zone Code 2. Reconfiguring a Lot Code 3. Operational Works Code



Figure 2 Zoning Map

REPORT

2.3 Site characteristics

Site inspection and searches of local and state government records indicate that key site characteristics include:

Table 3 Site Characteristics

Site Features	Details
Existing use of the site	Vacant
Topography	The site is predominantly flat
Vegetation	Light, Mapped Category B, Least Concern
Road Frontages and Length	frontage to Bond and Wheeler Road
Services	Electricity, water and telecommunication services are already located in the adjoining streets
Waterways	There are no waterways traversing the site.

2.5 Surrounding Land Uses

Immediately surrounding land uses comprise the following:

Table 5 Surrounding Uses

Search material	Details
North	Church
East	Vacant then Staff housing
South	Vacant
West	Housing

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3 PROPOSAL**3.1 Overview**

The proposed development involves

- the creation of lot 172 on SP321486 of 4763m² and approximately 50m wide by 95m deep
- The construction of a general store for Mapoon about 7.5m high.

The main access will be from Bond Street to a carpark (approx. 44 carspaces) which leads to the front entrance of the store, covered by an awning at the front entrance.

An access off Wheeler Street leads to a loading dock at the rear of the store.

A landscaped strip is provided along the side and northern boundaries. Sewage disposal will be by on-site wastewater treatment zone located on the corner of Bond and Wheeler Streets.

- The land will need to be cleared of vegetation prior to construction.

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4 LEGISLATIVE REQUIREMENTS

4.1 Assessment Manager

In accordance with Schedule 8 of the *Planning Regulation 2017*, the assessment manager for this application is the Carpentaria Shire Council (Council).

4.2 Categories of Assessment

The table below summarises the categorising instruments and categories of assessment applicable to this application.

Table 6 Categories of Assessment

Aspect of development	Categorising instrument	Category of assessment
• Development Permit for Reconfiguration of a Lot	Mapoon Aboriginal Planning Scheme Alignment Amendment November 2019	Code
• Development Permit for Material Change of Use for General Store (Business Activity-Shop)	Mapoon Aboriginal Planning Scheme Alignment Amendment November 2019	Code
• Development Permit for Operational Works for Clearing of vegetation	Mapoon Aboriginal Planning Scheme Alignment Amendment November 2019	Code

4.3 State Assessment Referral Agency

4.3.1 Mapping Search Results

The following searches of local and state records have been undertaken:

Table 4 Searches

Search material	Details
DA Mapping	<ul style="list-style-type: none"> • Coastal management district • Great Artesian Water resource plan area • Regulated Vegetation management Map – Of concern vegetation mapping

See Appendix C SARA Mapping over the site.

4.3.2 Referrals

A review of Schedule 10 of the *Planning Regulation 2017*, indicates that referral is triggered by the proposed development, the following referral applies:

Table 7 Referral Agency

Part	Division	Table	Referral Trigger	Referral Agency
Nil				

4.3.3 Non-Referrals - Coastal

Despite the site being mapped as Coastal Management District the Reconfiguration of a Lot does not trigger referral as there is no mapped Erosion Prone Area on the site.

REPORT

4.3.4 Non-Referrals - Vegetation

Despite the site being mapped as containing remnant vegetation (least concern), the land is zoned Township and as such any vegetation clearing is Exempt Clearing under Planning Act Schedule 21 Part 2 Item 2 g "Urban Purposes in an Urban Area".

4.4 Public Notification

The application **does not** require public notification as it is subject to code assessment.

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5 STATUTORY PLANNING ASSESSMENT

5.1 Regional Plan

Section 30 of the *Planning Regulation 2017* requires that the code assessment of this application must be carried out against the assessment benchmarks stated in the regional plan, to the extent the regional plan is not identified in the planning scheme as having been appropriately integrated.

The subject site is not subject to the a Regional Development Plan.

5.2 State Planning Policy

Section 26(2)(a)(ii) of the *Planning Regulation 2017* requires that the code assessment must be carried out against the State Planning Policy, part E, to the extent part E is not identified in the planning scheme as having been appropriately integrated. A review of the changes within the SPP are not considered to impact the proposals compliance with the SPP.

5.3 State Development Assessment Provisions

No State Development Assessment provisions are applicable.

5.4 Local Planning Assessment Provisions

5.4.1 Applicable Assessment Instrument

The Mapoon Aboriginal Shire Planning Scheme 2019 is the applicable Local Categorising Instrument for this development application. In accordance with Schedule 8 of the *Planning Regulation 2017*, the assessment manager for this application is Mapoon Aboriginal Shire Council.

5.4.2 Defined Use

This application seeks a reconfiguration of a lot approval. The general store is categorised as a Shop within the Business Activity group.

5.4.3 Level of Assessment

Pursuant to the Tables of Assessment for the Township Zone within the Planning Scheme, the proposal triggers Code Assessment within the Township Zone for lots 165-170. The balance lot 128 is partly within the Township Zone and partly within the Environmental management and Conservation Zone. However as Lot 128 has an area of 142.6224 ha which exceeds the 100ha trigger for Impact Assessment, then the application only requires Code Assessment.

5.4.4 Code Summary

Table 9: Planning Scheme Codes Summary

Code	Response
Township Zone Code	Complies
Reconfiguring a Lot Code	Complies
Operational Works Code	Complies

5.4.5 Planning Code responses

See Appendix D Planning Code responses

REPORT

6 CONCLUSION

This submission has been prepared to seek a Development Permit for reconfiguration of a lot.

In summary, we submit that the proposed development is unlikely to have any significant impacts upon infrastructure, environment or community that cannot be adequately controlled through the application of relevant and reasonable conditions as part of approval. We therefore commend the development for Council approval.

REPORT

Appendix A – DAForm1

DA Form 1 – Development application details

Approved form (version 1.3 effective 28 September 2020) made under section 282 of the Planning Act 2016.

This form **must** be used to make a development application **involving code assessment or impact assessment**, except when applying for development involving only building work.

For a development application involving **building work only**, use *DA Form 2 – Building work details*.

For a development application involving **building work associated with any other type of assessable development (i.e. material change of use, operational work or reconfiguring a lot)**, use this form (*DA Form 1*) and parts 4 to 6 of *DA Form 2 – Building work details*.

Unless stated otherwise, all parts of this form **must** be completed in full and all required supporting information **must** accompany the development application.

One or more additional pages may be attached as a schedule to this development application if there is insufficient space on the form to include all the necessary information.

This form and any other form relevant to the development application must be used to make a development application relating to strategic port land and Brisbane core port land under the *Transport Infrastructure Act 1994*, and airport land under the *Airport Assets (Restructuring and Disposal) Act 2008*. For the purpose of assessing a development application relating to strategic port land and Brisbane core port land, any reference to a planning scheme is taken to mean a land use plan for the strategic port land, Brisbane port land use plan for Brisbane core port land, or a land use plan for airport land.

Note: All terms used in this form have the meaning given under the *Planning Act 2016*, the *Planning Regulation 2017*, or the *Development Assessment Rules (DA Rules)*.

PART 1 – APPLICANT DETAILS

1) Applicant details	
Applicant name(s) (individual or company full name)	Mapoon Aboriginal Shire Council Deed of Grant in Trust Trustee
Contact name (only applicable for companies)	c/o RPS Group c/o Ian Doust
Postal address (P.O. Box or street address)	PO Box 1949
Suburb	Cairns
State	Qld
Postcode	4870
Country	Australia
Contact number	07 40311336
Email address (non-mandatory)	
Mobile number (non-mandatory)	
Fax number (non-mandatory)	
Applicant's reference number(s) (if applicable)	PR145516-172 General Store

2) Owner's consent	
2.1) Is written consent of the owner required for this development application?	
<input checked="" type="checkbox"/> Yes – the written consent of the owner(s) is attached to this development application <input type="checkbox"/> No – proceed to 3)	

PART 2 – LOCATION DETAILS

3) Location of the premises (complete 3.1) or 3.2, and 3.3) as applicable)				
Note: Provide details below and attach a site plan for any or all premises part of the development application. For further information, see DA Forms Guide: Relevant plans .				
3.1) Street address and lot on plan				
<input type="checkbox"/> Street address AND lot on plan (all lots must be listed), or <input type="checkbox"/> Street address AND lot on plan for an adjoining or adjacent property of the premises (appropriate for development in water but adjoining or adjacent to land e.g. jetty, pontoon. All lots must be listed).				
a)	Unit No.	Street No.	Street Name and Type	Suburb
			Bond and Wheeler Street	Mapoon
	Postcode	Lot No.	Plan Type and Number (e.g. RP, SP)	Local Government Area(s)
		36	SP313350	Mapoon
b)	Unit No.	Street No.	Street Name and Type	Suburb
	Postcode	Lot No.	Plan Type and Number (e.g. RP, SP)	Local Government Area(s)
3.2) Coordinates of premises (appropriate for development in remote areas, over part of a lot or in water not adjoining or adjacent to land e.g. channel dredging in Moreton Bay)				
Note: Place each set of coordinates in a separate row.				
<input type="checkbox"/> Coordinates of premises by longitude and latitude				
Longitude(s)		Latitude(s)		Datum
				<input type="checkbox"/> WGS84 <input type="checkbox"/> GDA94 <input type="checkbox"/> Other:
<input type="checkbox"/> Coordinates of premises by easting and northing				
Easting(s)		Northing(s)		Datum
				<input type="checkbox"/> 54 <input type="checkbox"/> 55 <input type="checkbox"/> 56 <input type="checkbox"/> WGS84 <input type="checkbox"/> GDA94 <input type="checkbox"/> Other:
3.3) Additional premises				
<input type="checkbox"/> Additional premises are relevant to this development application and the details of these premises have been attached in a schedule to this development application <input checked="" type="checkbox"/> Not required				
4) Identify any of the following that apply to the premises and provide any relevant details				
<input type="checkbox"/> In or adjacent to a water body or watercourse or in or above an aquifer				
Name of water body, watercourse or aquifer:				
<input type="checkbox"/> On strategic port land under the <i>Transport Infrastructure Act 1994</i>				
Lot on plan description of strategic port land:				
Name of port authority for the lot:				
<input type="checkbox"/> In a tidal area				
Name of local government for the tidal area (if applicable):				
Name of port authority for tidal area (if applicable):				
<input type="checkbox"/> On airport land under the <i>Airport Assets (Restructuring and Disposal) Act 2008</i>				
Name of airport:				

<input type="checkbox"/> Listed on the Environmental Management Register (EMR) under the <i>Environmental Protection Act 1994</i>
EMR site identification: No
<input type="checkbox"/> Listed on the Contaminated Land Register (CLR) under the <i>Environmental Protection Act 1994</i>
CLR site identification: No

5) Are there any existing easements over the premises?

Note: Easement uses vary throughout Queensland and are to be identified correctly and accurately. For further information on easements and how they may affect the proposed development, see DA Forms Guide.

- ☐ Yes – All easement locations, types and dimensions are included in plans submitted with this development application
- ☒ No

PART 3 – DEVELOPMENT DETAILS

Section 1 – Aspects of development

6.1) Provide details about the first development aspect
a) What is the type of development? <i>(tick only one box)</i>
<input checked="" type="checkbox"/> Material change of use <input type="checkbox"/> Reconfiguring a lot <input type="checkbox"/> Operational work <input type="checkbox"/> Building work
b) What is the approval type? <i>(tick only one box)</i>
<input checked="" type="checkbox"/> Development permit <input type="checkbox"/> Preliminary approval <input type="checkbox"/> Preliminary approval that includes a variation approval
c) What is the level of assessment?
<input checked="" type="checkbox"/> Code assessment <input type="checkbox"/> Impact assessment <i>(requires public notification)</i>
d) Provide a brief description of the proposal (e.g. 6 unit apartment building defined as multi-unit dwelling, reconfiguration of 1 lot into 3 lots):
Material Change of use to allow General Store
e) Relevant plans
<i>Note: Relevant plans are required to be submitted for all aspects of this development application. For further information, see DA Forms guide: Relevant plans.</i>
<input checked="" type="checkbox"/> Relevant plans of the proposed development are attached to the development application
6.2) Provide details about the second development aspect
a) What is the type of development? <i>(tick only one box)</i>
<input checked="" type="checkbox"/> Material change of use <input type="checkbox"/> Reconfiguring a lot <input type="checkbox"/> Operational work <input type="checkbox"/> Building work
b) What is the approval type? <i>(tick only one box)</i>
<input checked="" type="checkbox"/> Development permit <input type="checkbox"/> Preliminary approval <input type="checkbox"/> Preliminary approval that includes a variation approval
c) What is the level of assessment?
<input checked="" type="checkbox"/> Code assessment <input type="checkbox"/> Impact assessment <i>(requires public notification)</i>
d) Provide a brief description of the proposal (e.g. 6 unit apartment building defined as multi-unit dwelling, reconfiguration of 1 lot into 3 lots):
Reconfiguration of a Lot to create Lot 172 SP321486
e) Relevant plans
<i>Note: Relevant plans are required to be submitted for all aspects of this development application. For further information, see DA Forms Guide: Relevant plans.</i>
<input checked="" type="checkbox"/> Relevant plans of the proposed development are attached to the development application
6.3) Provide details about the third development aspect
a) What is the type of development? <i>(tick only one box)</i>
<input type="checkbox"/> Material change of use <input type="checkbox"/> Reconfiguring a lot <input checked="" type="checkbox"/> Operational work <input type="checkbox"/> Building work
b) What is the approval type? <i>(tick only one box)</i>

<input checked="" type="checkbox"/> Development permit	<input type="checkbox"/> Preliminary approval	<input type="checkbox"/> Preliminary approval that includes a variation approval
c) What is the level of assessment?		
<input checked="" type="checkbox"/> Code assessment	<input type="checkbox"/> Impact assessment (requires public notification)	
d) Provide a brief description of the proposal (e.g. 6 unit apartment building defined as multi-unit dwelling, reconfiguration of 1 lot into 3 lots):		
Vegetation clearing to allow General Store		
e) Relevant plans		
Note: Relevant plans are required to be submitted for all aspects of this development application. For further information, see DA Forms Guide: Relevant plans .		
<input checked="" type="checkbox"/> Relevant plans of the proposed development are attached to the development application		
6.4) Additional aspects of development		
<input type="checkbox"/> Additional aspects of development are relevant to this development application and the details for these aspects that would be required under Part 3 Section 1 of this form have been attached to this development application		
<input checked="" type="checkbox"/> Not required		

Section 2 – Further development details

7) Does the proposed development application involve any of the following?	
Material change of use	<input checked="" type="checkbox"/> Yes – complete division 1 if assessable against a local planning instrument
Reconfiguring a lot	<input checked="" type="checkbox"/> Yes – complete division 2
Operational work	<input type="checkbox"/> Yes – complete division 3
Building work	<input type="checkbox"/> Yes – complete DA Form 2 – Building work details

Division 1 – Material change of use

Note: This division is only required to be completed if any part of the development application involves a material change of use assessable against a local planning instrument.

8.1) Describe the proposed material change of use			
Provide a general description of the proposed use	Provide the planning scheme definition (include each definition in a new row)	Number of dwelling units (if applicable)	Gross floor area (m ²) (if applicable)
General Store	Business activity – Shop		
8.2) Does the proposed use involve the use of existing buildings on the premises?			
<input type="checkbox"/> Yes			
<input checked="" type="checkbox"/> No			

Division 2 – Reconfiguring a lot

Note: This division is only required to be completed if any part of the development application involves reconfiguring a lot.

9.1) What is the total number of existing lots making up the premises?	
1	
9.2) What is the nature of the lot reconfiguration? (tick all applicable boxes)	
<input checked="" type="checkbox"/> Subdivision (complete 10))	<input type="checkbox"/> Dividing land into parts by agreement (complete 11))
<input type="checkbox"/> Boundary realignment (complete 12))	<input type="checkbox"/> Creating or changing an easement giving access to a lot from a constructed road (complete 13))

10) Subdivision
10.1) For this development, how many lots are being created and what is the intended use of those lots:

Intended use of lots created	Residential	Commercial	Industrial	Other, please specify: Township
Number of lots created		2		
10.2) Will the subdivision be staged?				
<input type="checkbox"/> Yes – provide additional details below <input checked="" type="checkbox"/> No				
How many stages will the works include?				
What stage(s) will this development application apply to?				

11) Dividing land into parts by agreement – how many parts are being created and what is the intended use of the parts?				
Intended use of parts created	Residential	Commercial	Industrial	Other, please specify:
Number of parts created				

12) Boundary realignment			
12.1) What are the current and proposed areas for each lot comprising the premises?			
Current lot		Proposed lot	
Lot on plan description	Area (m ²)	Lot on plan description	Area (m ²)
12.2) What is the reason for the boundary realignment?			

13) What are the dimensions and nature of any existing easements being changed and/or any proposed easement? (attach schedule if there are more than two easements)				
Existing or proposed?	Width (m)	Length (m)	Purpose of the easement? (e.g. pedestrian access)	Identify the land/lot(s) benefitted by the easement

Division 3 – Operational work

Note: This division is only required to be completed if any part of the development application involves operational work.

14.1) What is the nature of the operational work?		
<input type="checkbox"/> Road work <input type="checkbox"/> Drainage work <input type="checkbox"/> Landscaping <input type="checkbox"/> Other – please specify:	<input type="checkbox"/> Stormwater <input type="checkbox"/> Earthworks <input type="checkbox"/> Signage	<input type="checkbox"/> Water infrastructure <input type="checkbox"/> Sewage infrastructure <input checked="" type="checkbox"/> Clearing vegetation
14.2) Is the operational work necessary to facilitate the creation of new lots? (e.g. subdivision)		
<input type="checkbox"/> Yes – specify number of new lots:		
<input checked="" type="checkbox"/> No		
14.3) What is the monetary value of the proposed operational work? (include GST, materials and labour)		
\$10,000		

PART 4 – ASSESSMENT MANAGER DETAILS

15) Identify the assessment manager(s) who will be assessing this development application
Mapoon Aboriginal Shire Council
16) Has the local government agreed to apply a superseded planning scheme for this development application?
<input type="checkbox"/> Yes – a copy of the decision notice is attached to this development application <input type="checkbox"/> The local government is taken to have agreed to the superseded planning scheme request – relevant documents attached <input checked="" type="checkbox"/> No

PART 5 – REFERRAL DETAILS

17) Does this development application include any aspects that have any referral requirements?
Note: A development application will require referral if prescribed by the Planning Regulation 2017.
<input checked="" type="checkbox"/> No, there are no referral requirements relevant to any development aspects identified in this development application – proceed to Part 6
Matters requiring referral to the Chief Executive of the Planning Act 2016: <input type="checkbox"/> Clearing native vegetation <input type="checkbox"/> Contaminated land (<i>unexploded ordnance</i>) <input type="checkbox"/> Environmentally relevant activities (ERA) (<i>only if the ERA has not been devolved to a local government</i>) <input type="checkbox"/> Fisheries – aquaculture <input type="checkbox"/> Fisheries – declared fish habitat area <input type="checkbox"/> Fisheries – marine plants <input type="checkbox"/> Fisheries – waterway barrier works <input type="checkbox"/> Hazardous chemical facilities <input type="checkbox"/> Heritage places – Queensland heritage place (<i>on or near a Queensland heritage place</i>) <input type="checkbox"/> Infrastructure-related referrals – designated premises <input type="checkbox"/> Infrastructure-related referrals – state transport infrastructure <input type="checkbox"/> Infrastructure-related referrals – State transport corridor and future State transport corridor <input type="checkbox"/> Infrastructure-related referrals – State-controlled transport tunnels and future state-controlled transport tunnels <input type="checkbox"/> Infrastructure-related referrals – near a state-controlled road intersection <input type="checkbox"/> Koala habitat in SEQ region – interfering with koala habitat in koala habitat areas outside koala priority areas <input type="checkbox"/> Koala habitat in SEQ region – key resource areas <input type="checkbox"/> Ports – Brisbane core port land – near a State transport corridor or future State transport corridor <input type="checkbox"/> Ports – Brisbane core port land – environmentally relevant activity (ERA) <input type="checkbox"/> Ports – Brisbane core port land – tidal works or work in a coastal management district <input type="checkbox"/> Ports – Brisbane core port land – hazardous chemical facility <input type="checkbox"/> Ports – Brisbane core port land – taking or interfering with water <input type="checkbox"/> Ports – Brisbane core port land – referable dams <input type="checkbox"/> Ports – Brisbane core port land – fisheries <input type="checkbox"/> Ports – Land within Port of Brisbane's port limits (<i>below high-water mark</i>) <input type="checkbox"/> SEQ development area <input type="checkbox"/> SEQ regional landscape and rural production area or SEQ rural living area – tourist activity or sport and recreation activity <input type="checkbox"/> SEQ regional landscape and rural production area or SEQ rural living area – community activity <input type="checkbox"/> SEQ regional landscape and rural production area or SEQ rural living area – indoor recreation <input type="checkbox"/> SEQ regional landscape and rural production area or SEQ rural living area – urban activity <input type="checkbox"/> SEQ regional landscape and rural production area or SEQ rural living area – combined use <input type="checkbox"/> Tidal works or works in a coastal management district

<input type="checkbox"/> Reconfiguring a lot in a coastal management district or for a canal <input type="checkbox"/> Erosion prone area in a coastal management district <input type="checkbox"/> Urban design <input type="checkbox"/> Water-related development – taking or interfering with water <input type="checkbox"/> Water-related development – removing quarry material (<i>from a watercourse or lake</i>) <input type="checkbox"/> Water-related development – referable dams <input type="checkbox"/> Water-related development – levees (<i>category 3 levees only</i>) <input type="checkbox"/> Wetland protection area
Matters requiring referral to the local government: <input type="checkbox"/> Airport land <input type="checkbox"/> Environmentally relevant activities (ERA) (<i>only if the ERA has been devolved to local government</i>) <input type="checkbox"/> Heritage places – Local heritage places
Matters requiring referral to the Chief Executive of the distribution entity or transmission entity: <input type="checkbox"/> Infrastructure-related referrals – Electricity infrastructure
Matters requiring referral to: <ul style="list-style-type: none"> • The Chief Executive of the holder of the licence, if not an individual • The holder of the licence, if the holder of the licence is an individual <input type="checkbox"/> Infrastructure-related referrals – Oil and gas infrastructure
Matters requiring referral to the Brisbane City Council: <input type="checkbox"/> Ports – Brisbane core port land
Matters requiring referral to the Minister responsible for administering the Transport Infrastructure Act 1994: <input type="checkbox"/> Ports – Brisbane core port land (<i>where inconsistent with the Brisbane port LUP for transport reasons</i>) <input type="checkbox"/> Ports – Strategic port land
Matters requiring referral to the relevant port operator, if applicant is not port operator: <input type="checkbox"/> Ports – Land within Port of Brisbane's port limits (<i>below high-water mark</i>)
Matters requiring referral to the Chief Executive of the relevant port authority: <input type="checkbox"/> Ports – Land within limits of another port (<i>below high-water mark</i>)
Matters requiring referral to the Gold Coast Waterways Authority: <input type="checkbox"/> Tidal works or work in a coastal management district (<i>in Gold Coast waters</i>)
Matters requiring referral to the Queensland Fire and Emergency Service: <input type="checkbox"/> Tidal works or work in a coastal management district (<i>involving a marina (more than six vessel berths)</i>)

18) Has any referral agency provided a referral response for this development application?

- ☐ Yes – referral response(s) received and listed below are attached to this development application
☒ No

Referral requirement	Referral agency	Date of referral response

Identify and describe any changes made to the proposed development application that was the subject of the referral response and this development application, or include details in a schedule to this development application (*if applicable*).

PART 6 – INFORMATION REQUEST

19) Information request under Part 3 of the DA Rules

☒ I agree to receive an information request if determined necessary for this development application

☐ I do not agree to accept an information request for this development application

Note: By not agreeing to accept an information request I, the applicant, acknowledge:

- that this development application will be assessed and decided based on the information provided when making this development application and the assessment manager and any referral agencies relevant to the development application are not obligated under the DA Rules to accept any additional information provided by the applicant for the development application unless agreed to by the relevant parties
- Part 3 of the DA Rules will still apply if the application is an application listed under section 11.3 of the DA Rules.

Further advice about information requests is contained in the [DA Forms Guide](#).

PART 7 – FURTHER DETAILS

20) Are there any associated development applications or current approvals? (e.g. a preliminary approval)			
<input type="checkbox"/> Yes – provide details below or include details in a schedule to this development application <input checked="" type="checkbox"/> No			
List of approval/development application references	Reference number	Date	Assessment manager
<input type="checkbox"/> Approval			
<input type="checkbox"/> Development application			
<input type="checkbox"/> Approval			
<input type="checkbox"/> Development application			

21) Has the portable long service leave levy been paid? (only applicable to development applications involving building work or operational work)		
<input type="checkbox"/> Yes – a copy of the receipted QLeave form is attached to this development application <input type="checkbox"/> No – I, the applicant will provide evidence that the portable long service leave levy has been paid before the assessment manager decides the development application. I acknowledge that the assessment manager may give a development approval only if I provide evidence that the portable long service leave levy has been paid <input checked="" type="checkbox"/> Not applicable (e.g. building and construction work is less than \$150,000 excluding GST)		
Amount paid	Date paid (dd/mm/yy)	QLeave levy number (A, B or E)
\$		

22) Is this development application in response to a show cause notice or required as a result of an enforcement notice?
<input type="checkbox"/> Yes – show cause or enforcement notice is attached <input checked="" type="checkbox"/> No

23) Further legislative requirements	
Environmentally relevant activities	
23.1) Is this development application also taken to be an application for an environmental authority for an Environmentally Relevant Activity (ERA) under section 115 of the <i>Environmental Protection Act 1994</i>?	
<input type="checkbox"/> Yes – the required attachment (form ESR/2015/1791) for an application for an environmental authority accompanies this development application, and details are provided in the table below <input checked="" type="checkbox"/> No <small>Note: Application for an environmental authority can be found by searching "ESR/2015/1791" as a search term at www.qld.gov.au. An ERA requires an environmental authority to operate. See www.business.qld.gov.au for further information.</small>	
Proposed ERA number:	Proposed ERA threshold:
Proposed ERA name:	
<input type="checkbox"/> Multiple ERAs are applicable to this development application and the details have been attached in a schedule to this development application.	
Hazardous chemical facilities	
23.2) Is this development application for a hazardous chemical facility?	
<input type="checkbox"/> Yes – Form 69: Notification of a facility exceeding 10% of schedule 15 threshold is attached to this development application <input checked="" type="checkbox"/> No <small>Note: See www.business.qld.gov.au for further information about hazardous chemical notifications.</small>	

Clearing native vegetation

23.3) Does this development application involve **clearing native vegetation** that requires written confirmation that the chief executive of the *Vegetation Management Act 1999* is satisfied the clearing is for a relevant purpose under section 22A of the *Vegetation Management Act 1999*?

☐ Yes – this development application includes written confirmation from the chief executive of the *Vegetation Management Act 1999* (s22A determination)

☒ No

Note: 1. Where a development application for operational work or material change of use requires a s22A determination and this is not included, the development application is prohibited development.
2. See <https://www.qld.gov.au/environment/land/vegetation/applying> for further information on how to obtain a s22A determination.

Environmental offsets

23.4) Is this development application taken to be a prescribed activity that may have a significant residual impact on a **prescribed environmental matter** under the *Environmental Offsets Act 2014*?

☐ Yes – I acknowledge that an environmental offset must be provided for any prescribed activity assessed as having a significant residual impact on a prescribed environmental matter

☒ No

Note: The environmental offset section of the Queensland Government's website can be accessed at www.qld.gov.au for further information on environmental offsets.

Koala habitat in SEQ Region

23.5) Does this development application involve a material change of use, reconfiguring a lot or operational work which is assessable development under Schedule 10, Part 10 of the Planning Regulation 2017?

☐ Yes – the development application involves premises in the koala habitat area in the koala priority area

☐ Yes – the development application involves premises in the koala habitat area outside the koala priority area

☒ No

Note: If a koala habitat area determination has been obtained for this premises and is current over the land, it should be provided as part of this development application. See koala habitat area guidance materials at www.des.qld.gov.au for further information.

Water resources

23.6) Does this development application involve **taking or interfering with underground water through an artesian or subartesian bore, taking or interfering with water in a watercourse, lake or spring, or taking overland flow water under the Water Act 2000**?

☐ Yes – the relevant template is completed and attached to this development application and I acknowledge that a relevant authorisation or licence under the *Water Act 2000* may be required prior to commencing development

☒ No

Note: Contact the Department of Natural Resources, Mines and Energy at www.dnrme.qld.gov.au for further information.

DA templates are available from <https://planning.dsdmip.qld.gov.au/>. If the development application involves:

- Taking or interfering with underground water through an artesian or subartesian bore: complete DA Form 1 Template 1
- Taking or interfering with water in a watercourse, lake or spring: complete DA Form 1 Template 2
- Taking overland flow water: complete DA Form 1 Template 3.

Waterway barrier works

23.7) Does this application involve **waterway barrier works**?

☐ Yes – the relevant template is completed and attached to this development application

☒ No

DA templates are available from <https://planning.dsdmip.qld.gov.au/>. For a development application involving waterway barrier works, complete DA Form 1 Template 4.

Marine activities

23.8) Does this development application involve **aquaculture, works within a declared fish habitat area or removal, disturbance or destruction of marine plants**?

☐ Yes – an associated *resource* allocation authority is attached to this development application, if required under the *Fisheries Act 1994*

☒ No

Note: See guidance materials at www.daf.qld.gov.au for further information.

Quarry materials from a watercourse or lake	
23.9) Does this development application involve the removal of quarry materials from a watercourse or lake under the <i>Water Act 2000</i> ?	
<input type="checkbox"/> Yes – I acknowledge that a quarry material allocation notice must be obtained prior to commencing development <input checked="" type="checkbox"/> No	
<i>Note: Contact the Department of Natural Resources, Mines and Energy at www.dnrm.qld.gov.au and www.business.qld.gov.au for further information.</i>	
Quarry materials from land under tidal waters	
23.10) Does this development application involve the removal of quarry materials from land under tidal water under the <i>Coastal Protection and Management Act 1995</i> ?	
<input type="checkbox"/> Yes – I acknowledge that a quarry material allocation notice must be obtained prior to commencing development <input checked="" type="checkbox"/> No	
<i>Note: Contact the Department of Environment and Science at www.des.qld.gov.au for further information.</i>	
Referable dams	
23.11) Does this development application involve a referable dam required to be failure impact assessed under section 343 of the <i>Water Supply (Safety and Reliability) Act 2008</i> (the <i>Water Supply Act</i>)?	
<input type="checkbox"/> Yes – the 'Notice Accepting a Failure Impact Assessment' from the chief executive administering the <i>Water Supply Act</i> is attached to this development application <input checked="" type="checkbox"/> No	
<i>Note: See guidance materials at www.dnrm.qld.gov.au for further information.</i>	
Tidal work or development within a coastal management district	
23.12) Does this development application involve tidal work or development in a coastal management district ?	
<input type="checkbox"/> Yes – the following is included with this development application: <ul style="list-style-type: none"> <input type="checkbox"/> Evidence the proposal meets the code for assessable development that is prescribed tidal work (<i>only required if application involves prescribed tidal work</i>) <input type="checkbox"/> A certificate of title <input checked="" type="checkbox"/> No	
<i>Note: See guidance materials at www.des.qld.gov.au for further information.</i>	
Queensland and local heritage places	
23.13) Does this development application propose development on or adjoining a place entered in the Queensland heritage register or on a place entered in a local government's Local Heritage Register ?	
<input type="checkbox"/> Yes – details of the heritage place are provided in the table below <input checked="" type="checkbox"/> No	
<i>Note: See guidance materials at www.des.qld.gov.au for information requirements regarding development of Queensland heritage places.</i>	
Name of the heritage place:	Place ID:
Brothels	
23.14) Does this development application involve a material change of use for a brothel ?	
<input type="checkbox"/> Yes – this development application demonstrates how the proposal meets the code for a development application for a brothel under Schedule 3 of the <i>Prostitution Regulation 2014</i> <input checked="" type="checkbox"/> No	
Decision under section 62 of the <i>Transport Infrastructure Act 1994</i>	
23.15) Does this development application involve new or changed access to a state-controlled road?	
<input type="checkbox"/> Yes – this application will be taken to be an application for a decision under section 62 of the <i>Transport Infrastructure Act 1994</i> (subject to the conditions in section 75 of the <i>Transport Infrastructure Act 1994</i> being satisfied) <input checked="" type="checkbox"/> No	

Walkable neighbourhoods assessment benchmarks under Schedule 12A of the Planning Regulation

23.16) Does this development application involve reconfiguring a lot into 2 or more lots in certain residential zones (except rural residential zones), where at least one road is created or extended?

☐ Yes – Schedule 12A is applicable to the development application and the assessment benchmarks contained in schedule 12A have been considered

☒ No

Note: See guidance materials at www.planning.dsdmip.qld.gov.au for further information.

PART 8 – CHECKLIST AND APPLICANT DECLARATION**24) Development application checklist**

I have identified the assessment manager in question 15 and all relevant referral requirement(s) in question 17

☒ Yes

Note: See the Planning Regulation 2017 for referral requirements

If building work is associated with the proposed development, Parts 4 to 6 of [DA Form 2 – Building work details](#) have been completed and attached to this development application

☐ Yes

☒ Not applicable

Supporting information addressing any applicable assessment benchmarks is with the development application

Note: This is a mandatory requirement and includes any relevant templates under question 23, a planning report and any technical reports required by the relevant categorising instruments (e.g. local government planning schemes, State Planning Policy, State Development Assessment Provisions). For further information, see [DA Forms Guide: Planning Report Template](#).

☒ Yes

Relevant plans of the development are attached to this development application

Note: Relevant plans are required to be submitted for all aspects of this development application. For further information, see [DA Forms Guide: Relevant plans](#).

☒ Yes

The portable long service leave levy for QLeave has been paid, or will be paid before a development permit is issued (see 21)

☐ Yes

☒ Not applicable

25) Applicant declaration

☒ By making this development application, I declare that all information in this development application is true and correct

☒ Where an email address is provided in Part 1 of this form, I consent to receive future electronic communications from the assessment manager and any referral agency for the development application where written information is required or permitted pursuant to sections 11 and 12 of the *Electronic Transactions Act 2001*

Note: It is unlawful to intentionally provide false or misleading information.

Privacy – Personal information collected in this form will be used by the assessment manager and/or chosen assessment manager, any relevant referral agency and/or building certifier (including any professional advisers which may be engaged by those entities) while processing, assessing and deciding the development application. All information relating to this development application may be available for inspection and purchase, and/or published on the assessment manager's and/or referral agency's website.

Personal information will not be disclosed for a purpose unrelated to the *Planning Act 2016*, *Planning Regulation 2017* and the DA Rules except where:

- such disclosure is in accordance with the provisions about public access to documents contained in the *Planning Act 2016* and the *Planning Regulation 2017*, and the access rules made under the *Planning Act 2016* and *Planning Regulation 2017*; or
- required by other legislation (including the *Right to Information Act 2009*); or
- otherwise required by law.

This information may be stored in relevant databases. The information collected will be retained as required by the *Public Records Act 2002*.

PART 9 – FOR COMPLETION OF THE ASSESSMENT MANAGER – FOR OFFICE USE ONLY

Date received: Reference number(s):

Notification of engagement of alternative assessment manager

Prescribed assessment manager	
Name of chosen assessment manager	
Date chosen assessment manager engaged	
Contact number of chosen assessment manager	
Relevant licence number(s) of chosen assessment manager	

QLeave notification and payment

Note: For completion by assessment manager if applicable

Description of the work	
QLeave project number	
Amount paid (\$)	
Date received form sighted by assessment manager	
Name of officer who sighted the form	

REPORT

Appendix B – G79831 Owners Consent Lot 172

Owner's consent to the making of a development application under the *Planning Act 2016*

MAPOON ABORIGINAL SHIRE COUNCIL

DEED OF GRANT IN TRUST - THE GRANTEE IS TO HOLD THE SAID LAND IN TRUST FOR ABORIGINAL RESERVE PURPOSES AND FOR NO OTHER PURPOSE WHATSOEVER

As trustee of the premises identified below:

Lot 36 SP321486 (previously Lot 36 SP313350)

consent to the making of a development application under the *Planning Act 2016* for:

Reconfiguration of a Lot (Subdivision (one lot into 2 lots)

Material Change of use to allow General Store

Vegetation clearing to allow General Store



On behalf of trustees

Name

Position

Date

The *Planning Act 2016* is administered by the Department of Local Government, Infrastructure and Planning, Queensland Government.

PR145516 -G79829

REPORT

**Appendix C – Location Plan PR145516-11A-Proposed
MCU and ROL 172**



REPORT

Appendix D – Survey Plan SP321486 lot172

PR144229_08/KJB/AES/Cairns

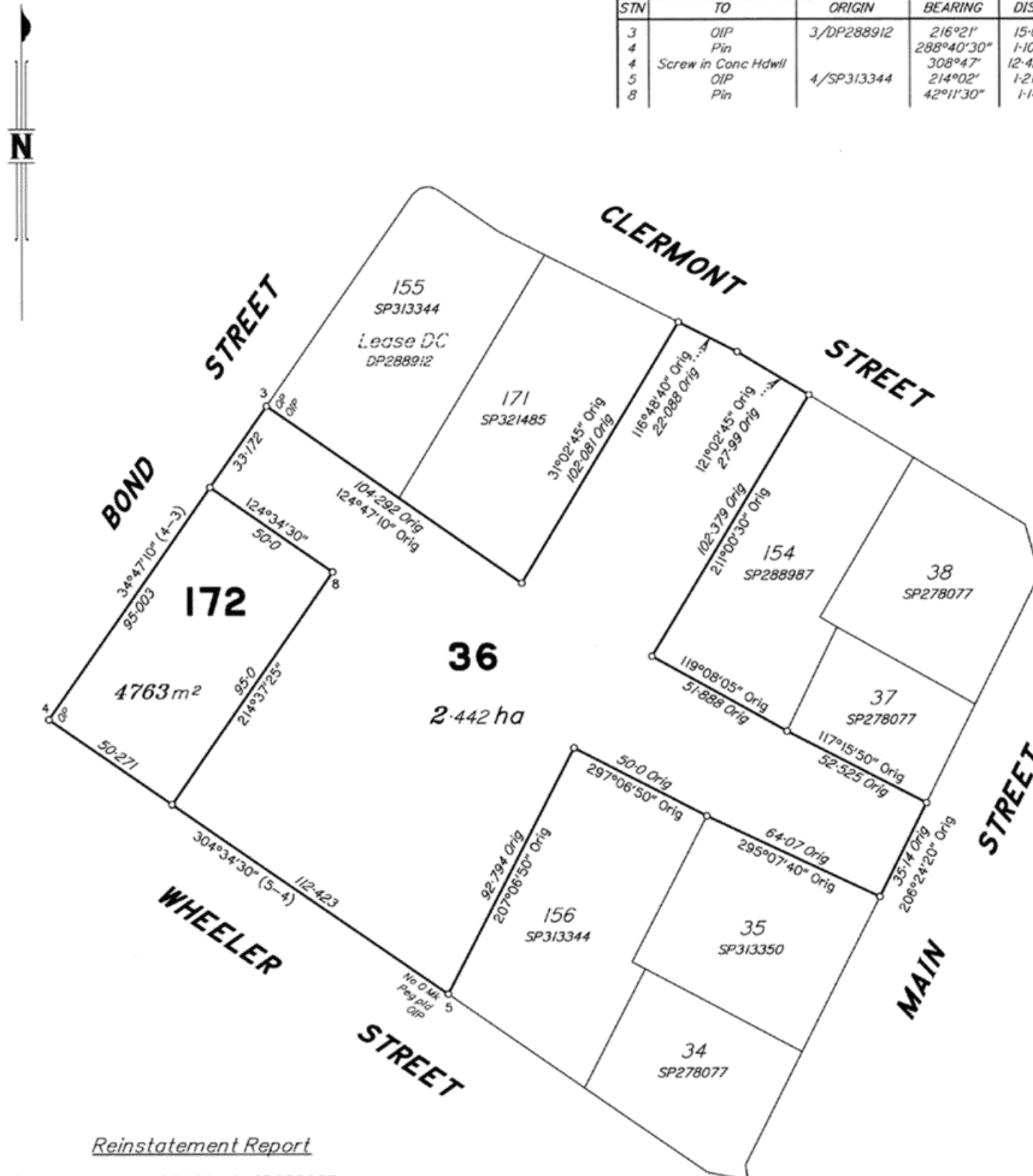
Land Title Act 1994; Land Act 1994
Form 21 Version 4

SURVEY PLAN

Sheet
1 of
2

REFERENCE MARKS

STN	TO	ORIGIN	BEARING	DIST
3	OIP	3/DP288912	216°21'	15.01
4	Pin		288°40'30"	1.104
4	Screw in Conc Hdwl		308°47'	12.424
5	OIP	4/SP313344	214°02'	1.214
8	Pin		42°11'30"	1.14

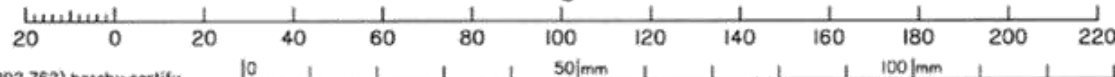
Reinstatement Report

Plans searched – DP288912, SP288987, SP313350, SP313344 & SP321485.

All corners fixed by monuments from the above plans where deed angles and distances were observed.

Peg placed at all new corners, unless otherwise stated.Original information compiled from SP321485 in the Department of Natural Resources, Mines and Energy.

Scale 1:1500 – Lengths are in Metres.



RPS Australia East Pty Ltd (ACN 140 292 762) hereby certify that the land comprised in this plan was surveyed by the corporation, by Darren Kenneth OERTEL, surveying associate, for whose work the corporation accepts responsibility, under the supervision of Adrian Edward SOLOMON, cadastral surveyor, and that the plan is accurate, that the said survey was performed in accordance with the Survey and Mapping Infrastructure Act 2003 and Surveyors Act 2003 and associated Regulations and Standards and that the said survey was completed on 30/07/2020.

ASolomon
Authorised Delegate
27/08/2020
Date

Plan of Lots 36 & 172

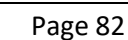
Cancelling Lot 36 on SP321485

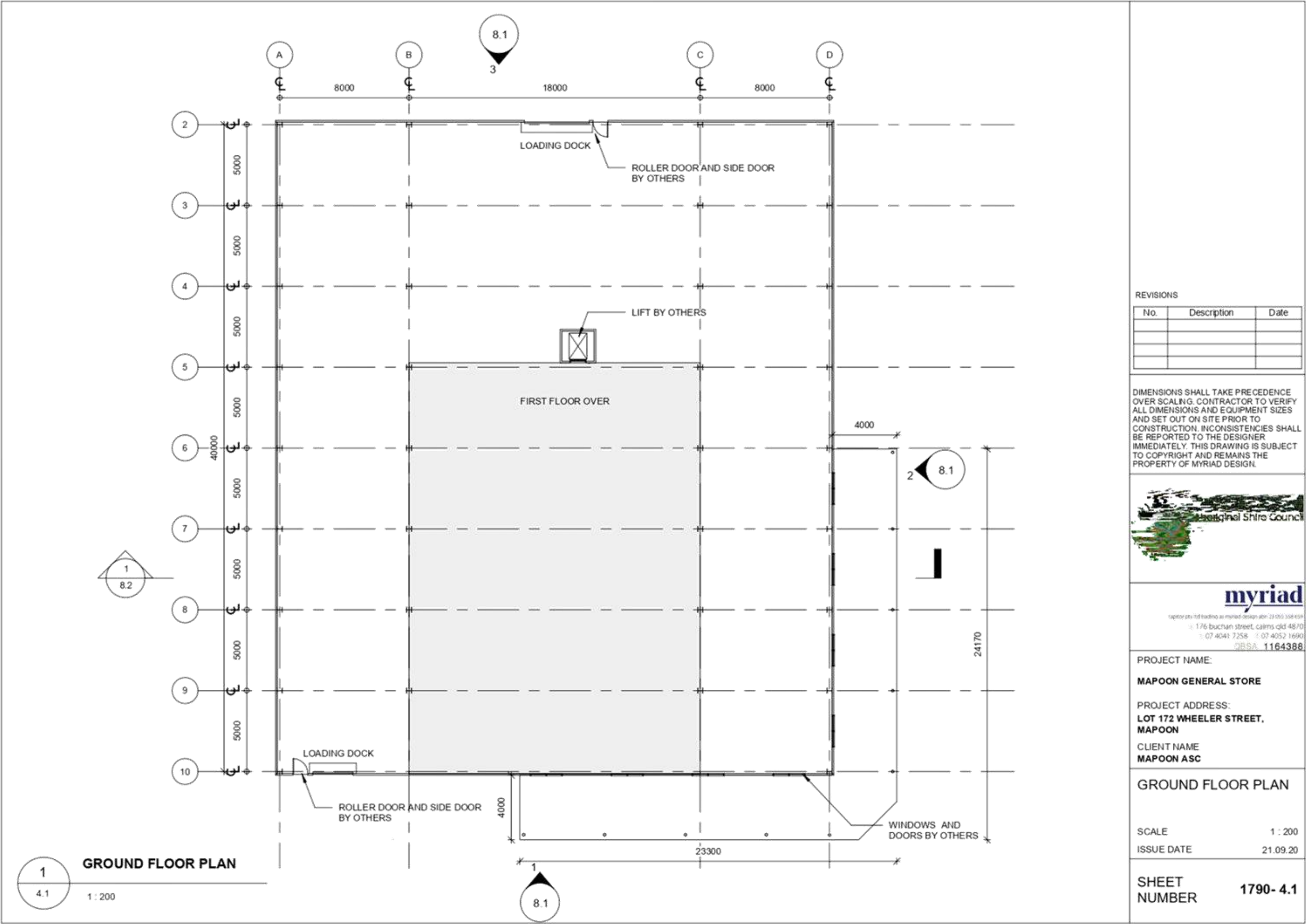
LOCAL GOVERNMENT: **MAPOON ABORIGINAL SHIRE**LOCALITY: **MAPOON**Meridian: **MGA Zone 54 vide SP248120**Survey Records: **No**Scale: **1:1500**Format: **STANDARD****SP321486**

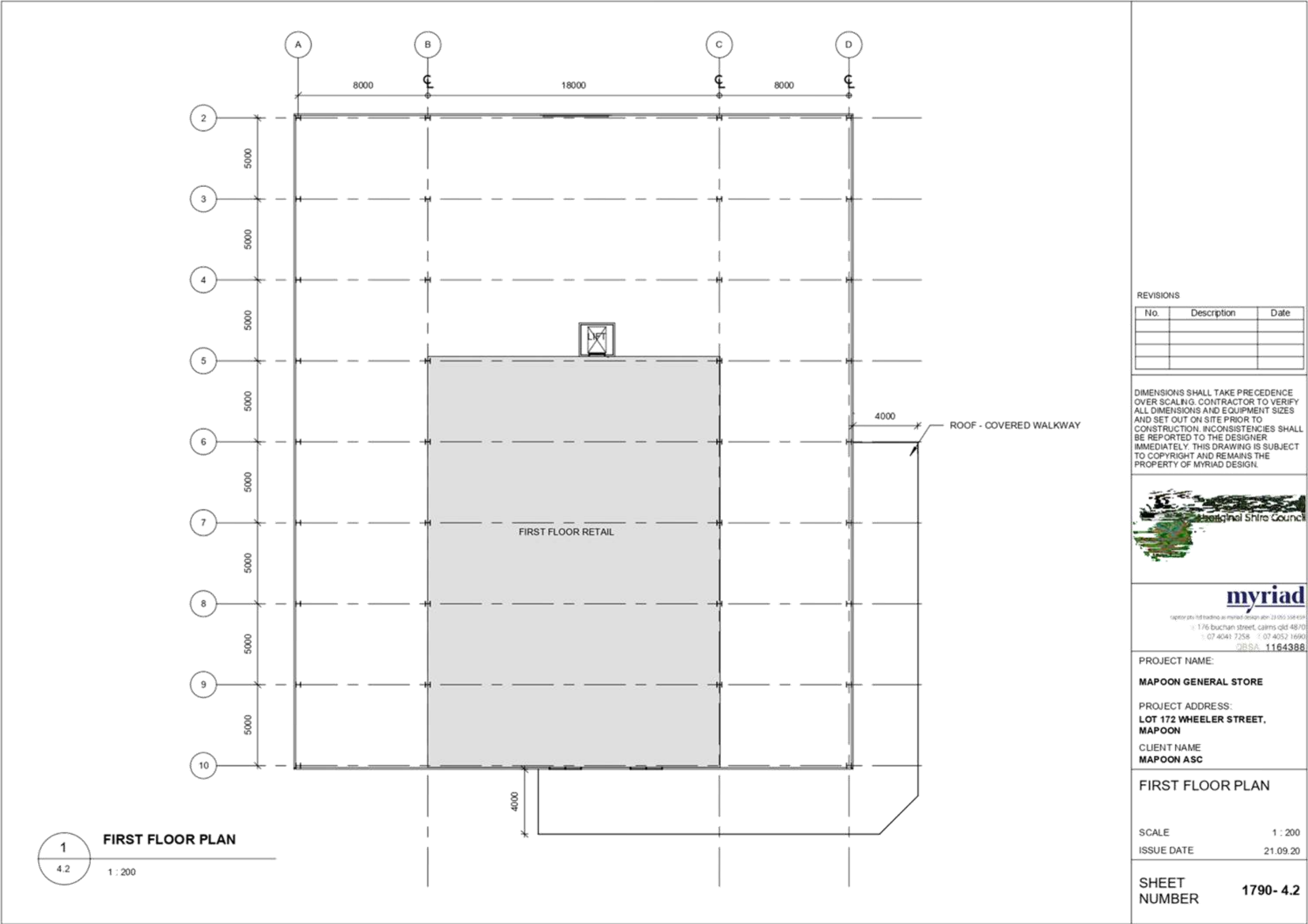
Land Title Act 1994 ; Land Act 1994 Form 21B Version 1	<div style="text-align: right;"> <div style="border: 1px solid black; display: inline-block; padding: 2px;">Sheet</div> <div style="border: 1px solid black; display: inline-block; padding: 2px;">2</div> <div style="border: 1px solid black; display: inline-block; padding: 2px;">of</div> <div style="border: 1px solid black; display: inline-block; padding: 2px;">2</div> </div> <p>WARNING : Folded or Mutilated Plans will not be accepted. Plans may be rolled. Information may not be placed in the outer margins.</p>																											
(Dealing No.)	5. Lodged by (Include address, phone number, reference, and Lodger Code)																											
1. Certificate of Registered Owners or Lessees. 1/We <u>MAPOON ABORIGINAL SHIRE COUNCIL</u> <u>DEED OF GRANT IN TRUST</u> <u>THE GRANTEE IS TO HOLD THE SAID LAND IN TRUST FOR</u> <u>ABORIGINAL RESERVE PURPOSES AND FOR NO OTHER</u> <u>PURPOSE WHATSOEVER</u> (Names in full) * as Registered Owners of this land agree to this plan and dedicate the Public Use Land as shown hereon in accordance with Section 50 of the Land Title Act 1994. * as Lessees of this land agree to this plan. Signature of *Registered Owners *Lessees	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: left;">6. Existing</th> <th colspan="3" style="text-align: left;">Created</th> </tr> <tr> <th style="width: 15%;">Title Reference</th> <th style="width: 45%;">Description</th> <th style="width: 15%;">New Lots</th> <th style="width: 15%;">Road</th> <th style="width: 10%;">Secondary Interests</th> </tr> <tr> <td>to issue</td> <td>Lot 36 on SP321485</td> <td>36 & 172</td> <td></td> <td></td> </tr> </table> <p style="text-align: center;"><i>SP321485 must register prior to this plan.</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">EXISTING COVENANT ALLOCATIONS</th> </tr> <tr> <th style="width: 50%;">Covenant</th> <th style="width: 50%;">Lots Encumbered</th> </tr> <tr> <td>720157007</td> <td>36 & 171</td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">EXISTING ADMINISTRATIVE ADVICE ALLOCATIONS</th> </tr> <tr> <th style="width: 50%;">Administrative Advice</th> <th style="width: 50%;">Lots to be Encumbered</th> </tr> <tr> <td>718154868</td> <td>36 & 172</td> </tr> </table>	6. Existing		Created			Title Reference	Description	New Lots	Road	Secondary Interests	to issue	Lot 36 on SP321485	36 & 172			EXISTING COVENANT ALLOCATIONS		Covenant	Lots Encumbered	720157007	36 & 171	EXISTING ADMINISTRATIVE ADVICE ALLOCATIONS		Administrative Advice	Lots to be Encumbered	718154868	36 & 172
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2. Planning Body Approval. * hereby approves this plan in accordance with the : % Dated this day of # # * Insert the name of the Planning Body. % Insert applicable approving legislation. # Insert designation of signatory or delegation	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">36 & 172</td> <td style="width: 50%; text-align: center;">Lot 4 on SP277144</td> </tr> <tr> <td style="text-align: center;">Lots</td> <td style="text-align: center;">Orig</td> </tr> </table> <p>7. Orig Grant Allocation :</p> <p>8. Passed & Endorsed : <i>14/09/2020</i> <i>Salomon</i> By: RPS Australia East Pty Ltd Date: <i>27/08/2020</i> Signed: <i>Salomon</i> Designation: Cadastral Surveyor</p>	36 & 172	Lot 4 on SP277144	Lots	Orig																							
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Lots	Orig																											
3. Plans with Community Management Statement : CMS Number : Name :	4. References : Dept File : Local Govt : Surveyor : PRI44229-I																											
<div style="float: right;"> 9. Building Format Plans only. I certify that : * As far as it is practical to determine, no part of the building shown on this plan encroaches onto adjoining lots or road; * Part of the building shown on this plan encroaches onto adjoining * lots and road Cadastral Surveyor/Director * Date * delete words not required </div> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: left;">10. Lodgement Fees :</th> </tr> <tr> <td style="width: 70%;">Survey Deposit</td> <td style="width: 30%;">\$</td> </tr> <tr> <td>Lodgement</td> <td>\$</td> </tr> <tr> <td>New Titles</td> <td>\$</td> </tr> <tr> <td>Photocopy</td> <td>\$</td> </tr> <tr> <td>Postage</td> <td>\$</td> </tr> <tr> <td>TOTAL</td> <td>\$</td> </tr> </table> <div style="float: right; text-align: right;"> II. Insert Plan Number SP321486 </div>		10. Lodgement Fees :		Survey Deposit	\$	Lodgement	\$	New Titles	\$	Photocopy	\$	Postage	\$	TOTAL	\$													
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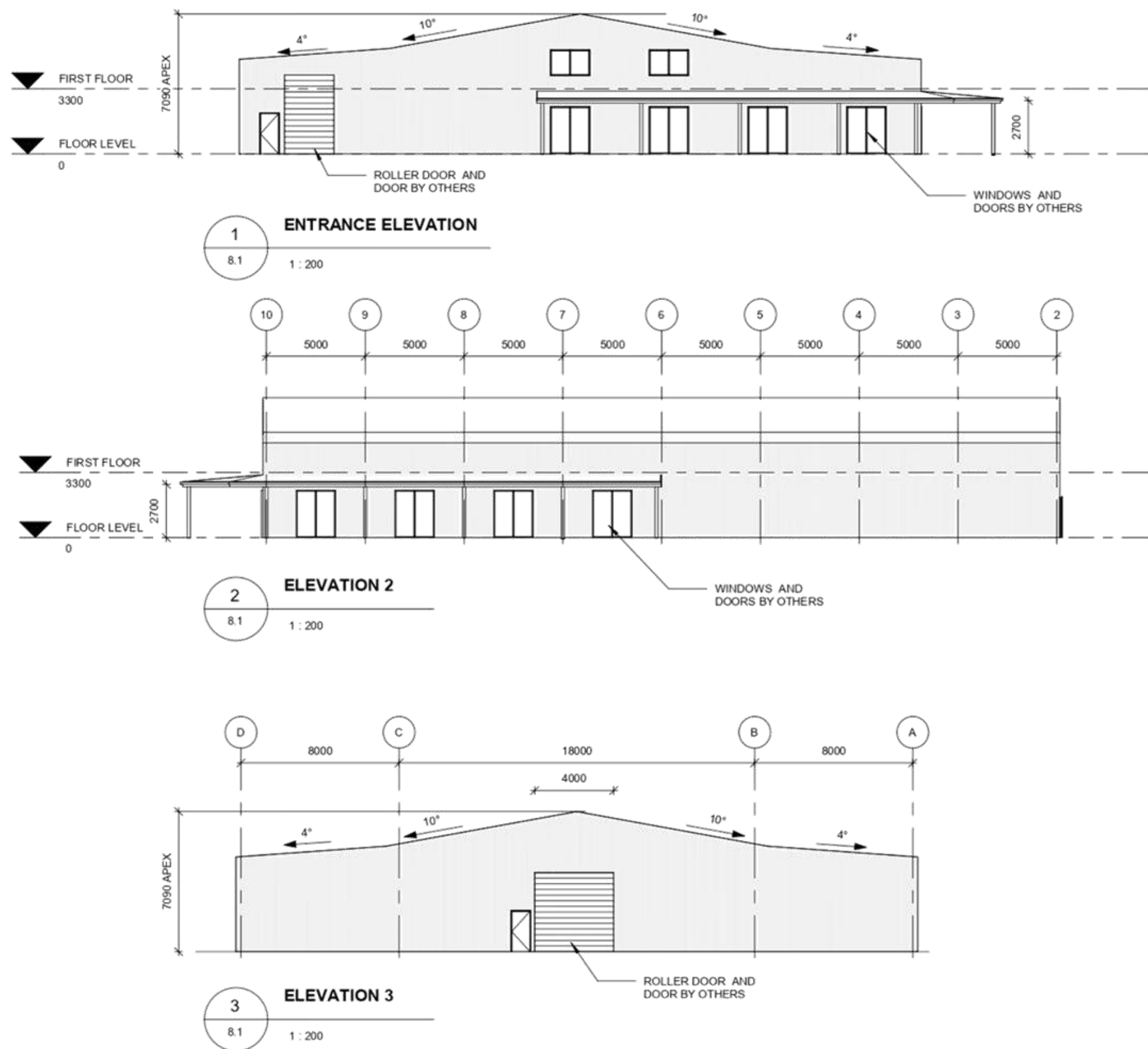
REPORT

Appendix E – Proposed Architectural Plans Mapoon General Store









REVISIONS

No.	Description	Date

DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALING. CONTRACTOR TO VERIFY ALL DIMENSIONS AND EQUIPMENT SIZES AND SET OUT ON SITE PRIOR TO CONSTRUCTION. INCONSISTENCIES SHALL BE REPORTED TO THE DESIGNER IMMEDIATELY. THIS DRAWING IS SUBJECT TO COPYRIGHT AND REMAINS THE PROPERTY OF MYRIAD DESIGN.



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07 4041 7258 07 4052 1690
QBSA: 1164388

PROJECT NAME:
MAPOON GENERAL STORE

PROJECT ADDRESS:
**LOT 172 WHEELER STREET,
MAPOON**

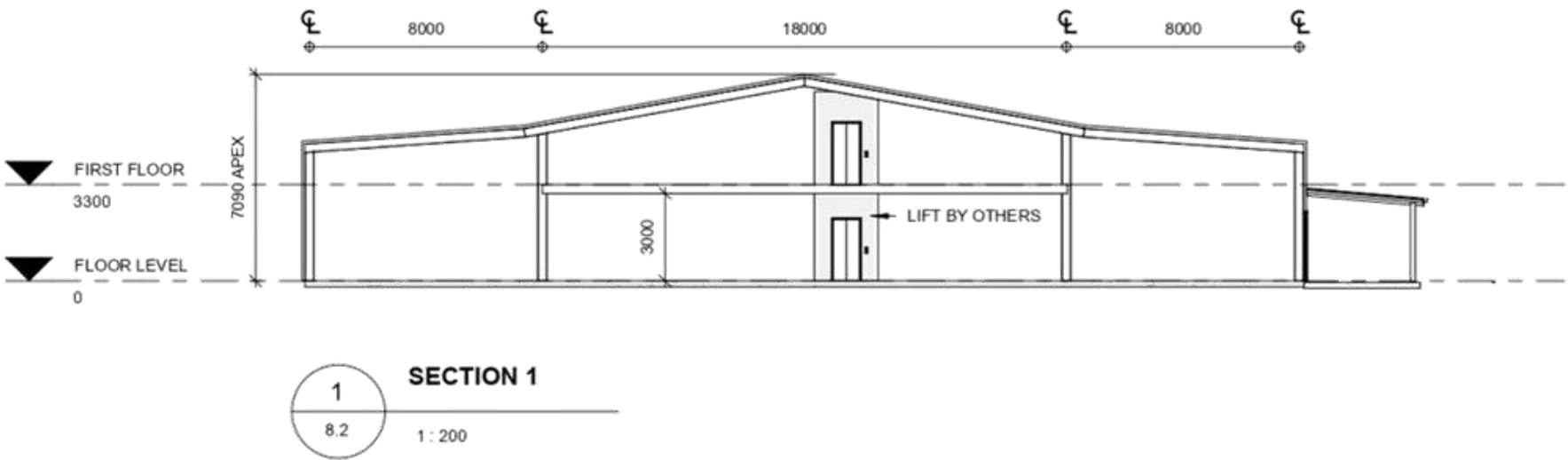
CLIENT NAME
MAPOON ASC

ELEVATIONS/SECTIONS

SCALE 1 : 200
ISSUE DATE 21.09.20

SHEET NUMBER **1790- 8.1**

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REVISIONS

No.	Description	Date

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myriad
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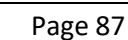
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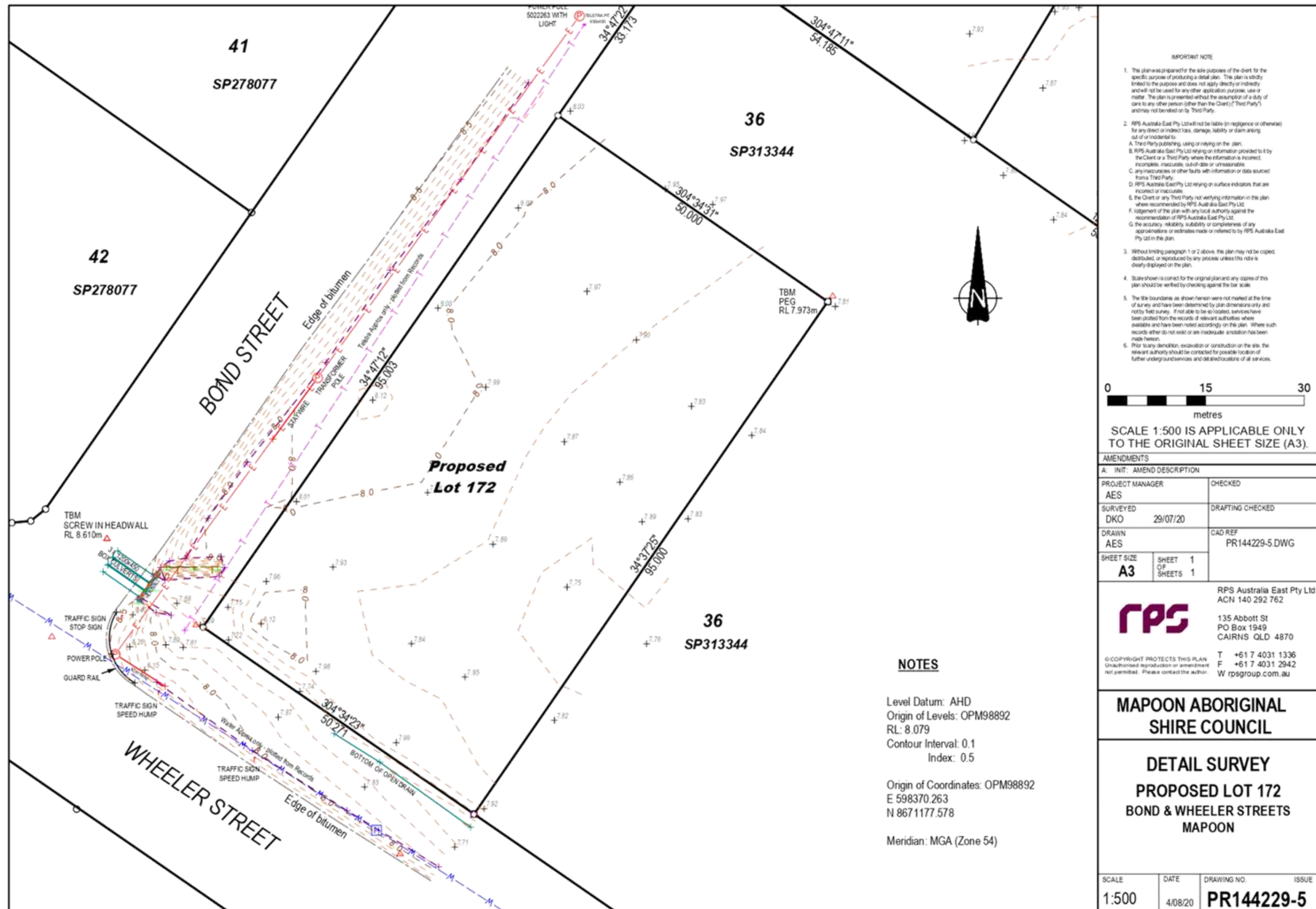
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REPORT

Appendix F – PR144229-5 detail survey



REPORT

Appendix G Combined Code responses

TOWNSHIP ZONE CODE ASSESSMENT – GNERAL STORE LOT 172V2 ALIGNMENT

Mapoon Planning Scheme V2 Alignment

Township Zone CodeOverall Outcomes In Red Beach Precinct

- The Red Beach precinct is promoted as the town centre and includes retail, business, community services and employment opportunities. It is the intention that Red Beach Precinct will be promoted as a centralised hub for the community in terms of the way that people live, work, socialise and spend leisure time;
- Development provides for a range of business and industrial activities where the potential for external impacts resulting from activities can be managed to maintain the viability of Red Beach as the centralised hub for the community. Development is designed and managed to maintain safety to people, avoid significant adverse effects on the natural environment and minimise amenity impacts on any adjacent residential activities;
- A variety of residential dwelling choices are provided within the Red Beach Precinct including dwelling houses, dual occupancy multiple dwellings, special needs, aged care and short term accommodation for visitors;
- The coastline and foreshore maintains public access, provides places for recreation and supports community and cultural identity.
- **Assessment**
 - **the proposed development will create a lot consistent with the non-residential precinct of Red Beach.**
 - **The proposed general store will promote the Red beach precinct as a town centre**

TOWNSHIP ZONE CODE ASSESSMENT – GNERAL STORE LOT 172

V2 ALIGNMENT

Table 6.2.1.4 – Benchmarks for development that is accepted subject to requirements or assessable development

Performance outcomes	Acceptable outcomes	Assessment
For development that is accepted subject to requirements and assessable development		
<i>Built Form, Character and Amenity – Residential Uses</i>		
PO1 Development is appropriately sited to ensure safety, privacy and amenity of adjoining properties and public spaces.	AO1.1 Residential buildings and structures are setback: (1) At least 6m from road boundary or the same distance as dwellings next door, and (2) At least 5m from side boundary (where defined) where the building is up to 4.5m in height; (3) At least 10m from side boundary (where defined) where the building is between 4.5m and 7.5m in height; and (4) 10m from any adjoining dwelling. Note – Where there is no surveyed boundary, the side boundary is a line measured equally between two buildings. Note - A road boundary is typically 4m from the edge of any road pavement.	Not applicable as the use is Non-residential
	AO1.2 Building height is not to exceed 8.5m above natural ground.	Not applicable as the use is Non-residential
	AO1.3 A single dwelling house does not exceed a Gross Floor Area (GFA) of 300m ²	Not applicable as the use is Non-residential

TOWNSHIP ZONE CODE ASSESSMENT – GNERAL STORE LOT 172

V2 ALIGNMENT

PO2 Sufficient areas of open space for residents are required to meet with expectations for relaxation and privacy.	AO2.1 In relation to Permanent Residential Accommodation Activities: (1) At least 50m ² for a dwelling house; (2) At least 25m ² for all other accommodation types; (3) Where a balcony is provided above ground then: (a) Minimum 5m ² ; and (b) At least 2.0 metres in length and width	Not applicable as the use is Non-residential
PO3 Fencing is provided to all allotments separating dwellings and between differing land uses within the Township Zone	AO3.1 Fencing is provided along the side and rear boundaries of allotments and is no higher than 1.8 metres	Not applicable as the use is Non-residential
PO4 Carparking and access to each residential use is provided from a constructed road and sufficient for expected demand	AO4.1 Residential uses provide a minimum of 1 car park on- site for each dwelling or dwelling unit.	Not applicable as the use is Non-residential
PO5 Air-conditioning units and condensers are screened or located so that: (1) Not easily viewed from the street; (2) Noise of impacts on adjoining premises are minimised.	AO5.1 No Acceptable Outcome is identified	Not applicable as the use is Non-residential

TOWNSHIP ZONE CODE ASSESSMENT – GNERAL STORE LOT 172

V2 ALIGNMENT

Built Form, Character and Amenity – Non-Residential Uses		
<p>PO6 Development of Non-Residential Uses is appropriately designed and sited to ensure safety, privacy and amenity of adjoining properties and public spaces.</p>	<p>AO6.1 Non-Residential buildings and structures are setback: (1) At least 6m from road boundary or the same distance as dwellings next door; and (2) At least 1.5m from side boundary (where defined) where the building is up to 4.5m in height; (3) At least 2m from side boundary (where defined) where the building is between 4.5m and 7.5m in height; and (4) At least 3m from side boundary (where defined) where buildings are great that 7.5m in height; or (5) 10m from any adjoining dwelling. Note – where there is no surveyed boundary, the side boundary is a line measured equally between two buildings. A road boundary is typically 4m from the edge of any road pavement.</p> <p>AO6.2 Building height is not to exceed 8.5m above natural ground</p> <p>AO6.3 Landscaped buffers are established within the front and side setbacks up to 2.0m in depth.</p> <p>AO6.4 The following maximum site coverage (%) maybe considered by Council to maintain the character and amenity of the township zone: (1) Red Beach Precinct – Max 70% of the Site Area (2) High Rise Precinct – Max 50% of the Site Area (3) Airport and Industry Precinct - Max 80% of the Site Area</p> <p>AO6.5 Driveway crossovers and accesses utilise shared driveways where possible</p>	<p>Complies - Proposed setbacks are 9.3m from Wheeler St and 7.665 from Bond Street</p> <p>See PO20 below for setbacks in red beach precinct area.</p> <p>Complies - Proposed building Height is 7.09 which is less than 8.5m</p> <p>Lot size 4763m² Allowable site coverage 70% = 3334m² Site coverage approx. = 1600m² = 32% Complies</p> <p>The primary access is off Bond St. The loading dock is off Wheeler St Complies</p>

TOWNSHIP ZONE CODE ASSESSMENT – GNERAL STORE LOT 172

V2 ALIGNMENT

PO7 Non-Residential Activities are located to promote walking and cycling and discourage unnecessary car trips	AO7.1 No Acceptable Outcome is identified	Complies
PO8 Carparking and access to each non- residential use is provided on-site from a constructed road and is sufficient to deal with expected demand Editor's note—Off-street parking is capable of being provided in relation to non-residential development only at Council's discretion	AO8.1 One carparking space per 100m ² Gross Floor Area (GFA) is provided.	1560m ² / 100 = 15 spaces required Nominal 44 car spaces are provided Complies
PO9 Development seeks to maintain and improve the streetscape of Mapoon through: (1) On-site landscaping; (2) Maintaining tidy frontages and building areas.	AO9.1 On-site landscaping is provided at a Min of 10% of the Site Area AO9.2 Shade trees are provided within the road frontage AO9.3 Delivery, storage and waste refuge areas are located at the rear of premises or screened from the view of the street.	Minimum 10% landscaping required is 476m ² Side and rear boundary strips = 290m ² Wastewater treatment zone of 300m ² complies Shade trees to be provided – to be conditioned The delivery area is off Wheeler Street and can be conditioned to be either fenced and/or landscaped to provide screening.
PO10 Where Non-Residential Activities involve Park or Community Recreational Activities they provide opportunities for community interaction, meet recreational needs and enhance amenity and useability;	AO10.1 Parks and recreational activities which provide active areas for children's recreation are co-located with other Community Recreational Facilities to promote casual surveillance of the area AO10.2 The following equipment is included in all active spaces: (a) art features and play equipment; (b) seating; (c) shelters and sun protection; and (d) water taps/bubblers.	Not Applicable

TOWNSHIP ZONE CODE ASSESSMENT – GNERAL STORE LOT 172

V2 ALIGNMENT

<i>For home based businesses only</i>		
<p>PO11 Home based businesses are ancillary to the primary purpose of a Dwelling House and, through their operation, do not detrimentally affect the amenity of the surrounding residential area through increase in traffic, noise or other disturbance.</p>	<p>AO11.1 Home based businesses:</p> <ol style="list-style-type: none"> (1) Are located within an existing dwelling or outbuilding; (2) The total floor area does not exceed 10% of total floor area of the existing dwelling; (3) Do not include any retail, display or hiring of goods, food preparation or industrial activities; (4) Does not generate vehicle deliveries; (5) Includes a sign of no greater than 1m² displayed upon the dwelling façade or fence; (6) Limited to one (1) additional employee; and (7) Do not require external building works. 	Not Applicable
<p>PO12 Hours of operation are reflective of the low-density residential environment</p>	<p>AO12.1 The use is conducted within the hours of:</p> <ol style="list-style-type: none"> (a) 7am to 6pm Monday to Friday; and (b) 8 am to 12pm weekends and public holidays 	Not Applicable

TOWNSHIP ZONE CODE ASSESSMENT – GNERAL STORE LOT 172

V2 ALIGNMENT

Performance outcomes	Acceptable outcomes	
All development		
PO13 Buildings are designed and constructed to front the street and improve safety of residents and community through visual surveillance	AO13.1 No Acceptable Outcome is identified	Complies
PO14 Development is designed to consider the particular climatic conditions of Far north Queensland and the western Cape York for sustainable practices including maximising energy efficiency and water conservation.	AO14.1 No Acceptable Outcome is identified	Complies
PO15 Development provides pedestrian and cyclist access between sites and township areas where people live, work and spend time socialising.	AO15.1 No Acceptable Outcome is identified	Complies. Available in street
PO16 The coastline and foreshore maintains public access, provides places for recreation and supports community and cultural identity.	AO16.1 No Acceptable Outcome is identified.	Not Applicable
Cultural Heritage		
PO17 All development is located, designed and operated to ensure that any impact on land with known cultural heritage values is appropriately managed. Note – Non-indigenous heritage places are registered on Local Heritage Register. For indigenous cultural heritage places, please consult Traditional Owners	AO17.1 Development is not undertaken in an area where there is known cultural heritage values, including both physical artefacts and historical significance and built heritage. AO17.2 Where circumstances require that development cannot be relocated then all activities must be in accordance with an approved Cultural Heritage Management Plan endorsed by the responsible parties and Traditional Owners.	There are no known cultural heritage values affecting the site.

TOWNSHIP ZONE CODE ASSESSMENT – GNERAL STORE LOT 172

V2 ALIGNMENT

Infrastructure Standards		
<p>PO18 All uses are serviced with appropriate levels and standards of infrastructure that is logical, efficient, cost effective and minimises the impacts on the environment.</p>	<p>AO18.1 Uses and other development are provided with –</p> <ul style="list-style-type: none"> (1) Reticulated water; or (2) A minimum of 20,000 l water tank per dwelling; (3) Provision of on-site effluent system that complies with the appropriate guidelines in particular suitable on-site wastewater system to ensure wastewater - <ul style="list-style-type: none"> (a) Is treated and disposed of on-site subject to site, soil and locational constraints; (b) Reduces the potential for – <ul style="list-style-type: none"> i. Contaminating groundwater, surface water or wetland environments; ii. Risks to reticulated water supply or public health; (4) Stormwater management systems that – <ul style="list-style-type: none"> i. Utilise existing overland systems; ii. Incorporate measures to reduce stormwater run- off quantity and improve stormwater quality; (4) Energy and telecommunications; (5) Stormwater and drainage systems; (6) refuse and recycling facilities; (7) Constructed vehicular access in accordance with fnqroc development manual; (8) Maximise the opportunities to provide or upgrade existing footpaths; (9) Where parking is required on site, it is located at the rear of non-residential buildings; <ul style="list-style-type: none"> i. Parking rates for non-residential activities should be provided at 1 space per 100m² of GFA 	<ul style="list-style-type: none"> (1) Water services exist in the adjoining Wheeler Street (2) Not required (3) Refer to nominated area for on-site effluent systems (4) Electricity and telecommunications services exist (5) There are no underground drainage systems on the land (6) refuse and recycling facilities will be incorporated into the store operations (7) Constructed vehicular access provided (8) Complies (9) carparking Is provided in an appropriate location

TOWNSHIP ZONE CODE ASSESSMENT – GNERAL STORE LOT 172

V2 ALIGNMENT

		<p>Lots will be conditioned</p> <ol style="list-style-type: none">(1) to connect to reticulated water(2) to not cause an actionable stormwater nuisance(3) To connect to Energy and telecommunications;(4) To connect to Stormwater and drainage systems;(5) To provide Refuse and recycling facilities(6) Constructed vehicular access in accordance with FNQROC development manual at MCU stage(7) Maximise the opportunities to provide or upgrade existing footpaths at MCU stage
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TOWNSHIP ZONE CODE ASSESSMENT – GNERAL STORE LOT 172

V2 ALIGNMENT

Performance outcomes	Acceptable outcomes	
<i>Where in Red Beach Precinct Only</i>		
<p>PO19 Land is predominately used for the following types of uses:</p> <ul style="list-style-type: none"> a) Residential development such as dwelling houses, dual occupancies, multiple dwellings, special needs accommodation, aged care accommodation and short term accommodation; b) Retail, business, community services and other employment uses; c) Industrial activities that manage amenity, environmental and safety impacts. 	<p>AO19.1 No Acceptable Outcome is identified.</p>	<ul style="list-style-type: none"> a) N/A b) Complies - Retail, business, community services and other employment uses; c) N/A
<p>PO20 Development of Non-Residential Uses is appropriately sited to ensure safety, privacy and amenity of adjoining properties and public spaces.</p>	<p>AO20.1 Non-Residential buildings and structures are setback:</p> <ul style="list-style-type: none"> (1) 3m from the road boundary, or the same distance as the adjoining building; and (2) 2m from side boundaries where adjoining a non- residential use; <p>Note – where there is no surveyed boundary, the side boundary is a line measured equally between two buildings. A road boundary (where not surveyed) is approximately 4m from the edge of any road pavement.</p>	<p>Complies to normal setbacks</p>

TOWNSHIP ZONE CODE ASSESSMENT – GNERAL STORE LOT 172

V2 ALIGNMENT

<i>Where in High Rise Precinct Only</i>		
PO21 Development is limited to dwelling houses.	AO21.1 No Acceptable outcome is identified.	Not Applicable
PO22 Residential development is undertaken in way that improves causal surveillance and separation of dwellings	AO22.1 No Acceptable Outcome is identified	Not Applicable

Performance outcomes	Acceptable outcomes	
<i>Where in Airport Land and Industry Precinct Only</i>		
<i>Site layout, built form and amenity</i>		
PO23 Land is predominately used for the following types of uses: (1) Uses associated with the Mapoon Airport; and (2) High Impact Industry Business Activities ancillary to the uses and which support the primary function of the airport / industrial uses, such as offices and including caretaker residence uses must not limit the efficient use of the airport / industrial land.	AO23.1 No Acceptable Outcome is identified	Not Applicable

TOWNSHIP ZONE CODE ASSESSMENT – GNERAL STORE LOT 172

V2 ALIGNMENT

<p>PO24 All development must consider the operational efficiency and the safety of airport operations</p>	<p>AO24.1 Suitable development will ensure that design has considered and minimises the potential impacts resulting from:</p> <ul style="list-style-type: none"> a) Lighting associated with activities on airport operations; b) Potential emissions resulting from activities that would impact of airport operations; c) Potential for attractive wildlife that would impact of airport operations; or d) Any structure or buildings that would intrude into the operational environment of the Mapoon airport. 	<p>Not Applicable</p>
<p>PO25 All development is appropriately sited to ensure that:</p> <ul style="list-style-type: none"> (1) The function of the site is maximised and demand/supply impacts on adjoining sites are minimised; (2) Adequate manoeuvring areas commensurate with the use of vehicles are provided to maintain and enhance road safety and that of the community; (3) New access and improvements to the site resulting from development do not compromise the function of the road network from which the access is gained; (4) An effective mix of landscaping and fencing is established at a suitable scale, having regard to the nature and scale of the use, which screens outdoor working and storage areas. (5) The location of lighting and other noise sensitive operations does not result in negative impacts on adjoining premises 	<p>AO25.1 Buildings and structures are setback a minimum of:</p> <ul style="list-style-type: none"> (1) 10m from the road boundary, or the same distance as the adjoining building; (2) 5m from side boundary; <p>Editor's note—where there is no surveyed boundary, the side boundary is a line measured equally between two buildings. A road boundary (where not surveyed) is approximately 4m from the edge of any road pavement.</p> <p>AO25.2 Landscaped buffers are established within the front and side setbacks up to 2.0m in depth and covers a minimum of 10% of total site area.</p> <p>AO25.3 Access to the site ensures the function of the road network from which the access is gained, is not compromised</p> <p>AO25.4 Site coverage does not exceed 80% of total site area, including all hardstand parking and manoeuvring areas.</p>	<p>Not Applicable</p>

TOWNSHIP ZONE CODE ASSESSMENT – GNERAL STORE LOT 172

V2 ALIGNMENT

PO26 Adverse impacts on natural features and processes, both on-site and from adjoining areas, are avoided and any unavoidable impacts are minimised through location, design, operation and management of development.	AO26.1 No Acceptable Outcome is identified.	Not Applicable
For High Impact Industry only		
PO27 Development for High Impact Industry is sited to ensure that the potential impacts on the community and other sensitive areas are considered and managed	AO27.1 A minimum separation distance of 200 metres is provided between proposed development and sensitive 'landuse' activities AO27.2 Minimum separation of 500 metres must be provided to the Water Infrastructure Precinct unless additional technical reporting can be provided to demonstrate grounds for an alternative solution.	Not Applicable
PO28 Development must not result in sensitive land uses being exposed to industrial air, noise and odour emissions.	AO28.1 The use is designed to ensure that: (1) Noise objectives meet the <i>Environmental Protection (Noise) Policy 2008</i> , (2) Air quality objectives meet the <i>Environmental Protection (Air) Policy 2008</i> .	Not Applicable
Key infrastructure sites		
PO29 Key infrastructure sites identified in Map 002 – Township Zone Code Map 1 and Map 003 – Township Zone Code Map 2 are protected from incompatible development.	AO29.1 No Acceptable Outcome is identified.	Not Applicable

RECONFIGURATION OF A LOT CODE ASSESSMENT – LOT 172 SP321486 STORE

V2 ALIGNMENT

Mapoon Planning Scheme V2 Alignment

ROL Code - Objective

(1) **The purpose of the reconfiguring a lot code** is to:

- a) provide for good subdivision design that is capable of maintaining the **distinct character of the particular zone** and features of the land on which development is proposed;
- b) manage development of land to appropriately recognise and manage **the physical and natural constraints** that affect the creation of lots such as flooding, coastal protection, bushfire and provision of infrastructure;
- c) protect areas of **cultural heritage significance** from inappropriate development;
- d) ensure that subdivision **accommodates future development opportunities** (for infill) particularly in the Red Beach Precinct and consolidation of serviceable land in a logical and sequential manner, where required;
- e) make sure that new lots have **suitable access to town services**;
- f) make sure that development does not result in **unnecessary and unreasonable impacts on the environmental values** identified throughout the shire.

(2) **The purpose of the code** will be achieved through the following overall outcomes:

- g) **the layout, size and dimensions** of the lots are best suited to the intended use of the land and in such a way that the development maintains character and amenity of the Mapoon Township Area and natural environment;
- h) development helps create interesting, pleasant, safe and **attractive living environments** that are consistent with the character of the zone and/or the precinct in which it is proposed;
- i) the design and layout of allotments is responsive to the **environment and natural features** including the topography, vegetation, overland drainage, slopes and biodiversity values;
- j) **no new allotments will be created on land that is physically constrained by Flooding or Coastal Protection** unless an overriding community benefit exists and is demonstrated;
- k) for subdivision of land located in the Township zone; development appropriately reflects the 'key' design principles and masterplan provisions contained in the **Mapoon Urban Area Masterplan Planning Scheme Policy (Policy No.1)**

Assessment - the proposed Reconfiguration complies with the Objectives of the ROL Code.

RECONFIGURATION OF A LOT CODE ASSESSMENT – LOT 172 SP321486 STORE

V2 ALIGNMENT

Table 8.2.1.3 – Benchmarks for assessable development

Site suitability and locational requirements		
PO1 Reconfiguring a Lot does not occur outside of the Township Zone (Refer to Schedule 2 – Mapping)	AO1.1 No Acceptable Outcome is identified	Complies
PO2 Development helps create interesting, pleasant, safe and attractive living environments that are consistent with the character of the zone and/or the precinct in which it is proposed.	AO2.1 No Acceptable Outcome is identified	Complies
PO3 Lots are positioned, designed and constructed to ensure that physical constraints and the potential impacts of flood, bushfire, coastal hazards and landslide are minimised. Suitable development will result in lots that can maintain the safety of people and property during an event;	AO3.1 Lots have suitable area and access above the identified flood level of 7.8metres AHD as shown on Overlay Map OVL-004 - Natural Hazards (Flood); AO3.2 Lots have sufficient area to incorporate a fire break (generally 1.5 times the height of adjoining vegetation) or a minimum of 10 metres between existing vegetation and development; AO3.3 No lots are created on land and that is considered to be in a 'high' storm tide inundation area shown on Overlay Map OVL-005a to OVL-005c – Natural Hazards (Coastal Protection).	Complies. The ground level of the site is approximately RL7.8 to RL8.0 The surrounding Clermont St, Bond St, Main St and Wheeler Street provide a suitable firebreak. Complies – lots are above high storm tide level
PO4 Each lot has separate access and frontage to a constructed road.	AO4.1 No Acceptable Outcome is identified	Complies – lots front constructed road
Cultural Heritage		
PO5 Development is positioned, designed and operated to ensure that any impacts on land with known cultural values can be appropriately managed in collaboration with Traditional Owners	AO5.1 Development is not undertaken on land with known cultural values (including both historical significant and physical artefacts) unless created for cultural protection.	Complies – the land has no known cultural values

RECONFIGURATION OF A LOT CODE ASSESSMENT – LOT 172 SP321486 STORE

V2 ALIGNMENT

Environmental and Physical Values		
PO6 Development is not undertaken on contaminated land.	AO6.1 For Residential Development only: <ul style="list-style-type: none"> No previous history of industrial activities (including land fill) have occurred on subject site. 	Not Applicable
PO7 Development is positioned, designed and operated to avoid impacts upon environmentally sensitive areas including vegetation, wetlands and coastal areas.	AO7.1 Development responds appropriately to sensitive environmental features of the site or locality, by: (1) avoiding steep slopes to minimise landscape disturbance and vegetation loss; (2) avoiding penetrating or fragmenting remnant vegetation or wetland areas; (3) avoiding drainage features, particularly in the location of access places and access streets; (4) providing for safe wildlife movement where habitat corridors are interrupted.	Complies – the land has no steep slopes Complies – The vegetation on the area is not considered environmentally sensitive Complies The surrounding Clermont St, Bond St, Main St and Wheeler Street inhibit safe wildlife movement in any case.
Performance Outcome	Acceptable Outcome	

RECONFIGURATION OF A LOT CODE ASSESSMENT – LOT 172 SP321486 STORE

V2 ALIGNMENT

PO8 Development is undertaken where it can demonstrate that access and connection to the necessary infrastructure/services can be provided efficiently to Council's network.	AO8.1 Each new lot is designed and created having regard to the works required to service each development to the standards contained in Local Government Infrastructure Plan (Part 4) including the following: <ul style="list-style-type: none"> connection to Council's reticulated water supply system; use of an effluent disposal system that can demonstrate consistency with the appropriate statutory requirements for the demands proposed by development; connection to telecommunications and electricity networks 	Able to comply.
Lot design and amenity		
Where lot is created to accommodate an existing development:		
PO9 Each lot contains sufficient area and is located so that: <ul style="list-style-type: none"> adequate private open space is provided for the existing dwelling; appropriate setbacks between adjacent dwellings, boundary or structures are achieved; adequate fire breaks are established between dwelling and any existing vegetation; suitable land for vehicle access to a road is provided; the lot does not contain footpath area or other public thoroughfare; access to publicly owned infrastructure is uninhibited; buffers to natural features are maintained to areas such as wetlands, waterways and drainage lines. 	AO9.1 Allotment boundaries are established: <ol style="list-style-type: none"> at least 20m from each edge of a constructed dwelling where the site adjoins bushland; an area with a dimension of at least 4m is available at the road frontage to enable vehicle parking on site; so that it does not contain existing infrastructure such as electricity lines/poles, reticulated sewer and water mains etc. so that no drainage line, waterway or wetland is included within the allotment boundary. 	Not Applicable
Where involving the creation of a vacant lot:		

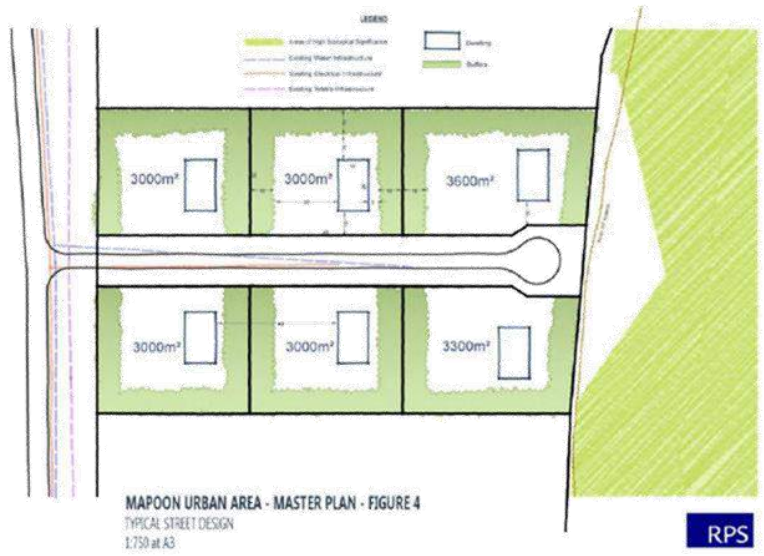
RECONFIGURATION OF A LOT CODE ASSESSMENT – LOT 172 SP321486 STORE

V2 ALIGNMENT

<p>PO10</p> <p>Each lot has sufficient dimensions and area to accommodate:</p> <ul style="list-style-type: none"> Intended future use with adequate setbacks; Inclusion of vegetated buffers (min 20 metres in width) to maintain a high level of amenity between dwellings; Private open space around residential dwellings; Vehicle or parking area; and Access to town infrastructure and services 	<p>AO10.1</p> <p>Allotment Sizes comply with the minimum areas set out below:</p> <p><u>RedBeachPrecinct</u></p> <ul style="list-style-type: none"> Minimum = 1,000m² <p><u>HighRisePrecinct</u></p> <ul style="list-style-type: none"> Minimum = 3,000m² <p><u>AirportLandandIndustryPrecinct</u></p> <ul style="list-style-type: none"> Minimum = 4,000m² <p><u>AllOtherAreas</u></p> <ul style="list-style-type: none"> At the discretion of Council 	<p>Allotment Size of 4763m² comply with the minimum areas</p> <p><u>RedBeachPrecinct</u></p> <p>Minimum = 1,000m²</p>
<p>Performance Outcome</p> <p>EXAMPLE:</p> <p>The arrangement below reflects the preferred development design of allotments within the High Rise (Mapoon Urban Area Masterplan)</p>	<p>Acceptable Outcome</p>	<p>Not Applicable</p>

RECONFIGURATION OF A LOT CODE ASSESSMENT – LOT 172 SP321486 STORE

V2 ALIGNMENT

 <p>MAPOON URBAN AREA - MASTER PLAN - FIGURE 4 TYPICAL STREET DESIGN 1:750 at A3</p> <p>RPS</p>		
<p>PO11</p> <p>Each lot can be adequately and safely accessed by vehicles.</p>	<p>AO11.1</p> <p>Each lot has a frontage and practicable access to a constructed public road via direct road frontage, or access strip (for a rear lot) or an access easement;</p> <p>AO11.2</p> <p>Where an access strip is required:</p> <ol style="list-style-type: none"> (1) no more than two access strips are located adjacent to each other; and (2) are at least 5m in width; and (3) do not exceed 50m in length 	<p>Complies</p> <p>Access Strip not required</p>
<p>Where involving the creation of more than 10 lots</p>		

RECONFIGURATION OF A LOT CODE ASSESSMENT – LOT 172 SP321486 STORE

V2 ALIGNMENT

PO12 A mixture of lot sizes is provided to accommodate variety of housing types and styles.	AO12.1 No Acceptable Outcome is identified	Not Applicable
PO13 Land must be dedicated for sufficient open space to: <ul style="list-style-type: none"> ▪ Meet the needs of the future residents and provide opportunity for active living for the community; ▪ Link with existing public space and create a network for the urban area 	AO13.1 No Acceptable Outcome is identified	Not Applicable
Performance Outcome	Acceptable Outcome	
<i>Within the Township Zone</i>		
PO14 Where within the Township Zone, development appropriately reflects the 'key' design principles and masterplan provisions contained in the Mapoon Urban Area Masterplan Planning Scheme Policy (Policy No.1).	AO14.1 No Acceptable Outcome is identified.	Complies

OPERATIONAL WORKS CODE ASSESSMENT – GENERAL STORE CLEARING OF VEGETATION

V2 ALIGNMENT

Mapoon Planning Scheme V2 Alignment

OW Code - Objective

- (1) **The purpose of the operational works code** is to:
- (a) Ensure that development is provided with **adequate infrastructure and services**;
 - (b) Manage the impact of development on the **environmental values** identified throughout the shire
- (2) The purpose of the code will be achieved through the following overall outcomes:
- (a) Infrastructure and works meets the needs of development;
 - (b) Infrastructure and works protect community amenity and safety;
 - (b) Infrastructure and works are provided in a logical and efficient manner consistent with the expected demands of the community; and
 - (c) Design and construction of infrastructure networks and works meet the appropriate standards and are undertaken in a way that acknowledges and **protects cultural heritage and manages against environmental harm**

Assessment - the proposed clearing of vegetatoion complies with the Objectives of the OW Code.

OPERATIONAL WORKS CODE ASSESSMENT – GENERAL STORE CLEARING OF VEGETATION

V2 ALIGNMENT

Table 8.2.2.3 – Benchmarks for assessable development

Design and Construction of Infrastructure		
PO1 Infrastructure and works are provided in a logical and efficient manner consistent with the expected demands of the community.	AO1.1 No Acceptable Outcome is identified.	Not Applicable – the OW application relates to vegetation clearing
PO2 Premises are provided with adequate water supply to cater for the expected demands of development.	AO2.1 Premises in the Township Zone are connected to the reticulated water supply system generally in accordance with the requirements of the <i>FNQROC Development Manual</i> .	Not Applicable – the OW application relates to vegetation clearing
	AO2.2 Premises outside the Priority Infrastructure Area (PIA) include suitable on-site water to meet with the Queensland Development Code provisions.	Not Applicable
PO3 Premises are provided with adequate waste water disposal (on-site sewerage) to cater for the expected demands of development.	AO3.1 No Acceptable Outcome is identified.	Not Applicable – the OW application relates to vegetation clearing
PO4 Premises are provided with adequate reticulated electricity supply.	AO4.1 Premises are connected to the reticulated electricity supply network in accordance with Ergon requirements.	Not Applicable – the OW application relates to vegetation clearing
PO5 Premises are provided with adequate telecommunication services.	AO5.1 Premises are connected to the telecommunications network in accordance with Telstra requirements	Not Applicable – the OW application relates to vegetation clearing
PO6 New roads within the Township zone are built to a suitable standard and include provision for Council's network infrastructure.	AO6.1 Roads and infrastructure are designed and constructed generally in accordance with the requirements of the <i>FNQROC Development Manual</i>	Not Applicable – the OW application relates to vegetation clearing

Ref RPS:PR145516_G78849 OW 2 into 4 lots

Page 2

OPERATIONAL WORKS CODE ASSESSMENT – GENERAL STORE CLEARING OF VEGETATION

V2 ALIGNMENT

Rural roads outside the Township zone are to be designed for all weather travel maintaining accessibility between the community and areas outside of the shire.		
	AO6.2 Maintenance of rural roads should be undertaken at regular intervals of no more than 12 months to maintain a reasonable level of accessibility	Not Applicable – the OW application relates to vegetation clearing
PO7 On-site erosion and sediment control measures are implemented to minimise onsite erosion and release of sediment and sediment laden stormwater (e.g. Urban Stormwater – Queensland Best Practice Environmental Management Guidelines (draft))	AO7.1 No Acceptable Outcome is identified	Vegetation clearing can be undertaken with appropriate On-site erosion and sediment control measures
PO8 Filling and excavation works are designed and completed in a way that does not cause environmental harm	AO8.1 No Acceptable Outcome is identified	Not Applicable – the OW application relates to vegetation clearing
PO9 Development manages the potential for environmental harm associated with the disturbance of Potential or Actual Acid Sulfate Soils on: a) Environmental Values (Water Quality etc); Property and Infrastructure.	AO9.1 Disturbance of soils at or below 5 metres AHD is limited to 100m ³ of excavation and 500m ³ of fill, the latter having an average depth of 0.5 metres or more.	Not Applicable
	AO9.2 Works at or below 5 metres AHD that involve greater than 100m ³ of excavation or 500m ³ of fill, the latter having an average depth of 0.5 metres or more will require: <ul style="list-style-type: none"> Completion of the necessary investigations to determine the likelihood of encountering PASS or ASS within the development area: 	Not Applicable

Ref RPS:PR145516_G78849 OW 2 into 4 lots

Page 3

OPERATIONAL WORKS CODE ASSESSMENT – GENERAL STORE CLEARING OF VEGETATION

V2 ALIGNMENT

	<p>and</p> <ul style="list-style-type: none"> Completion and implementation of an Acid Sulphate Soils Management Plan to provide alternatives or measures for adoption to manage the potential development impacts 	
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Tree Clearing		
<p>PO10</p> <p>Clearing of vegetation and "scrub" within the Township zone is undertaken but maintains vegetated buffers between dwellings and other landuse activities</p> <p>Clearing of vegetation and "scrub" that is identified as being an Environmentally Significant Area is avoided outside of the Township Zone</p>	<p>AO10.1</p> <p>Clearing of vegetation in the Township zone seeks to maintain:</p> <p>Vegetated buffers between boundaries and along watercourse/drainage line (minimum 20 metres); and</p>	<p>Complies.</p> <p>There are no watercourse/drainage lines affecting the property</p>
	<p>AO10.2</p> <p>Development that involves clearing outside the Township Zone within an area identified as an Environmentally Significant Area is limited to maximum 1,000m²</p>	<p>Not Applicable</p>

Amenity		
<p>PO11</p> <p>All development is located, designed and operated in a manner that contributes to the amenity and landscape of the area.</p>	<p>AO11.1</p> <p>Minimise need for excavation and fill by utilising natural topographical features for drainage where possible and limiting removal of vegetation.</p>	<p>Not Applicable</p>
<p>PO12</p> <p>Filling and/or excavation must not result an adverse impact affecting adjoining premises or community infrastructure</p>	<p>AO12.1</p> <p>No Acceptable Outcome is identified</p>	<p>Not Applicable</p>

OPERATIONAL WORKS CODE ASSESSMENT – GENERAL STORE CLEARING OF VEGETATION

V2 ALIGNMENT

PO13 Filling and excavation does not cause ponding on the premises or adjoining land	AO13.1 No Acceptable Outcome is identified	Not Applicable
Cultural Heritage		
PO14 Development is located, designed and operated to ensure that any impacts on land with known cultural values can be appropriately managed in collaboration with Traditional Owners	AO14.1 Development is not undertaken on land with known cultural values (including both historical significant and physical artefacts) unless created for cultural protection.	Complies

REPORT

End of report

Owner's consent to the making of a development application under the *Planning Act 2016*

MAPOON ABORIGINAL SHIRE COUNCIL

DEED OF GRANT IN TRUST - THE GRANTEE IS TO HOLD THE SAID LAND IN TRUST FOR ABORIGINAL RESERVE PURPOSES AND FOR NO OTHER PURPOSE WHATSOEVER

As trustee of the premises identified below:

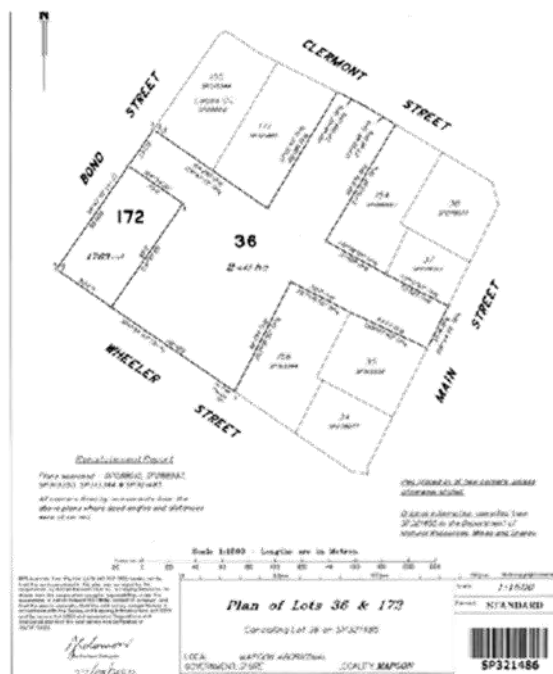
Lot 36 SP321486 (previously Lot 36 SP313350)

consent to the making of a development application under the *Planning Act 2016* for:

Reconfiguration of a Lot (Subdivision (one lot into 2 lots)

Material Change of use to allow General Store

Vegetation clearing to allow General Store



On behalf of trustees

Name

Position

Date

The *Planning Act 2016* is administered by the Department of Local Government, Infrastructure and Planning, Queensland Government.

PR145516 -G79829

7.10 ENVIRONMENTAL SERVICES REPORT

Author: Kelli Leatham, Acting Executive of Environmental Services, Parks & Gardens
Authoriser: Naseem Chetty, Chief Executive Officer
Attachments: Nil

PURPOSE OF REPORT

To present to the council a report of Program Performance and Operational actions for the previous month. This report contains listed points for decisions in the Council Meeting.

BACKGROUND

This report details the program performance and operational action from the Mapoon Land and Sea Rangers, Cultural Heritage Officer and Parks and Gardens employees for the month of January.

DISCUSSION

- Community – As per request, Rangers cleaned dumped rubbish from gravel pit and took to the rubbish tip. Cameras have now been placed in the area to catch any further offenders. In addition, I personally picked up rubbish left at Cullen Point Boat Ramp and parking bay prior to the weekend. Ranger Edwin Ling assisted the Vet to complete their services in a timely manner from the 19th – 21st January. Edwin is very passionate regarding animals and very much enjoys helping. Junior Ranger activities locked in and student numbers obtained as so materials worksheets can be prepared.
- Weed Management – Focus has been removing Caltrop from Cullen Point Campground. 20 bags of Caltrop removed thus far totalling 226 kilograms. Work to continue with plans to foliar spray emerging seedlings to reduce regrowth when weather and wind permits.
- Visitor Management – Patrols of Janie creek, Batavia and Cullen Point conducted weekly to ensure no illegal activity. Facilities at Cullen Point Campground cleaned prior to weekend. Day use area at Cullen Point cleaned of leaves and coconuts and then Rangers mowed, and whipper snipped which will be ongoing for several months to come. New NO ATV signs have arrived, I have arranged with Works Department to acquire some posts suitable to mount the signs on and Rangers will install at entry points to beaches and cultural sites. Wreck near Janie creek was an Indonesian boat that washed ashore, occupants of vessel were reported by locals to police and detained. Information received suggests this was in 2006.
- Funding Bodies – Half yearly reports for 2 funding bodies have been submitted on behalf of the Mapoon Land and Sea Rangers. This will ensure our funding for the future.
- Feral Animal Management – Traps have been placed around the community for the capture of feral cats. Nothing captured so far. Traps are checked every 2 days and relocated every week.
- Cultural Heritage and Maintenance – Jason Jia continuing his studies in Diploma of Library and Information services. Seasonal Calendar App funding application to Ely Trust has been denied and we are currently looking for alternative funding sources to which one of the funding bodies has asked for information and costings as they would like to help find some funding if possible. Visitor Management signage for T intersection and Cullen Point has been finalised and now in production. Discussions have taken place with Tom Smith regarding the

Mission Site Reconstruction project. Tom is now creating a budget for the project. New Cemetery, Old Cemetery and First contact site have all been mowed and whipper snipped. Areas will be monitored, and process repeated when required.

- Training – A plan has been established for training and personal development for Rangers in coming year. Sourcing providers at a reasonable cost or that are still in business has been a challenge. Some courses and costings easily achieved and will start booking courses for next available dates.
- Vehicles – Ranger vehicles are deteriorating rapidly a repair and maintenance costs are now outweighing the value of the vehicles. Fleet Manager Michael Morris has suggested that both Ranger vehicles are in urgent need of replacement and is acquiring three quotations for suitable vehicles for submission to council.
- Q Coast 2100 Project – BMT Consultants have been engaged to represent Napranum, Weipa and Mapoon Councils to move forward with this project. I have been appointed to liaise with BMT for this project and have been doing so to ensure all areas of significance have been identified e.g., roads, sewer, waste, marine infrastructure, housing, evacuation shelters, critical natural areas, and social/cultural places of importance. They will be visiting Mapoon Wednesday the 10th of February to engage with appropriate stakeholders.
- Parks and Gardens – With a second local employee now on staff this has taken the pressure off Allan a little and they have both certainly been kept busy with mowing and whipper snipping of the Pound, Treatment Plant, School Nature Strip, Memorial Park, Contractors Dongas, Shop, Fuel Storage area, Workshop, Council Chambers, Nature Strips, Community Care Centre and Aged Care and Disability Clients. In addition, weeding of Garden beds. Weipa Road garden I would like to source a large frangipani or piece off an existing tree as a centre piece as we only have a small one currently in the nursery. We have many other plants here in the nursery to compliment the frangipani.
- Rainfall for January – Ranger Base recorded 675mm in their rain gauge.

RECOMMENDATION

That Council accept the Environmental Services Report as tabled and read.

7.11 FLEET AND WORKSHOP REPORT

Author: Michael Morris, Fleet Co-ordinator/Mechanic

Authoriser: Naseem Chetty, Chief Executive Officer

Attachments: Nil

PURPOSE OF REPORT

Monthly

BACKGROUND

Operational report for Jan 2021

DISCUSSION

All necessary equipment that was required at the workshop has been sourced and installed.

One major job that is outstanding is the engine change in the Rangers Dual cab, the second-hand motor has arrived, and I am in the process of removing the blown motor and replacing it.

We have taken delivery of the New Truck and the council equipment has now been installed. It is now in the council fleet and being used.

The Hearse has been completed and is waiting at Seaswift depot in Cairns for transport to Weipa (there is a backlog of vehicles at Seaswift depot). I will be informed when the vehicle is loaded onto the Barge and in route to Weipa. Once it arrives, it will have the council equipment installed then released into service

Inquiries on Pricing for a 4x4 bus has been sourced from Bus 4x4 Conversions, Able Bus and IBus and I am waiting on the outcome of discussions.

Inquires on Pricing for a New 10 Cubic meter tipper, and Some of the older Work utes(petrol), CEO and Mayor vehicles, pricing is bringing sourced from Toyota, Hino, Isuzu (Truck), Isuzu utes, Trident utes.

Still waiting on the quote from Weipa Smash Repairs for the council vehicles. The Toyota Dual cab that was involved in the accident is at Weipa smash repairs, our insurance company has advised us that the repairs are to go ahead.

Both Rangers vehicles at the end of their useful life and need to be replaced, to that end quotes will be sourced for their replacement.

RECOMMENDATION

That the Council receive and take note of the Workshop Manager's Monthly Report for January 2021.

7.12 HR, MEDIA AND PAYROLL REPORT

Author: Carolyn Marshall, Mapoon HRO
Authoriser: Naseem Chetty, Chief Executive Officer
Attachments: 1. Diagrams for HR and Payroll

PURPOSE OF REPORT

To advise Council on the operations of the HR/Payroll Department

DISCUSSION**HUMAN RESOURCES****General news:**

Interviewing applicants for positions
Employee details are being confirmed.
Positions are being reviewed.
Inductions for new employees.

Media

During January, the following notices were posted on Mapoon Aboriginal Shire Council, Mapoon Yarrtime with some on Secrets of Weipa and Cape York Adventures (for visitors).

- When is a good time to wear a mask (Health post shared).
- Housing contact numbers for emergencies and repairs.
- Dept. of Main Roads and Transport notice of PDR closure.
- Vacancy notices- Various through the month
- Lost mug notice
- Injured bird handed to the Rangers
- Snakes on the move notice.
- Fruit and Veg packs at the store.
- Office chairs giveaway.
- Vets visit to Mapoon.
- Weather advice posts.
- Australia Day Awards nominations and reminder posts.
- Mayor Aileen Addo presenting Marella Bee with the Deadly Citizen Award and Makayla Royan winning the Youth Award.
- Tom Smith presenting Milton Bond with the Senior Citizen Award.
- Mayor Aileen Addo presenting Albert Woodley with a Community Award.

There was excellent feedback regarding the Awards. The best response was for the Senior Ward – Milton Bond with 31 shares and over 160 likes along with many congratulatory comments.

Training

Certificate III in Retail for an employee has continued.

Training for Cert III Civil Construction is on hold while the employees are away on leave.
Understanding Local Government Finance Training for the Mayor and Councillors was organised for 28 January.
Ongoing training for 2 employees doing a Diploma in Library Services.

Recruitment

Current positions vacant over January 2021:

- Community Services Assistants and Playgroup positions.
- Ranger
- Apprentice Mechanic
- Children's Services Team Leader
- WH&S Officer
- Women's Program Officer.

Positions filled:

Parks & Gardens Officer – Started in January 2021.
Community Services Officers x 2.
Trades Assistants x 2.
Cleaner.
Community Services Team Leader Maternity leave position.

Several employees have been working to do the work of vacant positions alongside their own workloads. With positions starting to be filled, the pressure of some duties is expected to be eased.

Payroll:

At the end of January 2021, MASC had 59 on Payroll (excluding Mayor and Councillors).
We have 44 (72%) Indigenous/ TSI and 17 (28%) Non- Indigenous/TSI employment at that time.
See diagram 1.

Absenteeism:

Absenteeism in January 2021 was up 1.4% than December 2020. Unauthorised absence was 642.5 hours putting absenteeism at 10% for December. These figures were correlated over the 4 weeks of January. There was an all staff meeting where absenteeism was addressed by asking for better communication with their Supervisor.
See figure 2.

WH&S

The Work Health & Safety Consultant is developing new risk management processes for Council. He did inspections on the work sites to ensure the contractors are following all WH&S processes. Hazard reports have been issued to areas and are being addressed at present.

Reporting unsafe equipment is being highlighted to employees and explained that preventative measures are of benefit to the employee and equipment.

QR coding for Council buildings is now in place. Visitors and guests can now scan the QR code on their phone or sign in.

Incident reports

During January, the following incidents were recorded:

- An employee broke the front gate with the ride on mower.

Outcome: Employee will use a safer method of moving the gate and damage was minimal.

- Youths were caught up to mischief at the New Aged Care building. They were chased away by an employee.

Outcome: A bit of mud was thrown in an area and was cleaned up the next day.

- An employee hit a pole when backing the vehicle.

Outcome: Employee will take more care when in the vehicle and damage was minimal.

RECOMMENDATION

That Council accept the HR Manager's Report as tabled and read.

Diagram 1:

Indigenous 44

Non – Indigenous 17

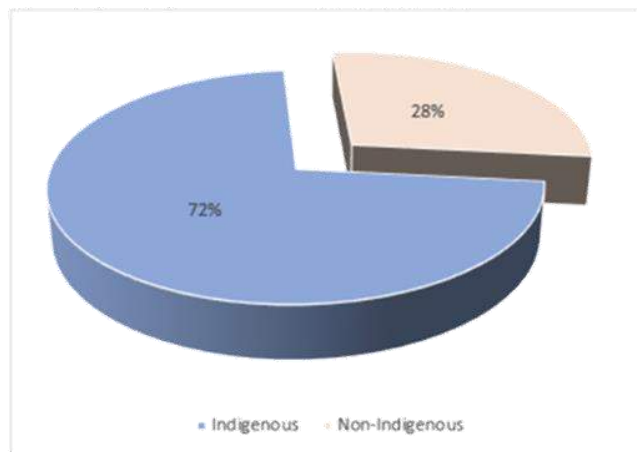
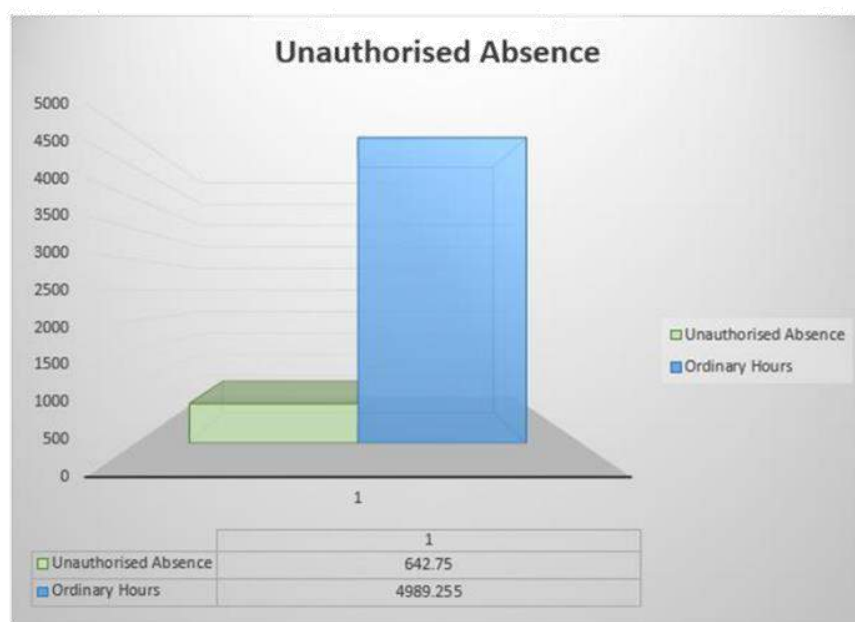


Diagram 2:



7.13 COMMUNITY SERVICES - PLAYGROUP

Author: Wilma Gibson, Community Services Coordinator

Authoriser: Naseem Chetty, Chief Executive Officer

Attachments: Nil

PURPOSE OF REPORT

To give an update to Council on the progress of the Playgroup Program

BACKGROUND

This report gives information about attendance, program activities, highlight of the month, Monthly Working Group Meetings, staff achievements and future ideas for the program.

DISCUSSION**PROGRAM OVERVIEW:****OUTCOMES/ACHIEVEMENTS:**

Nil to report for January 2021

MONTHLY WORKING GROUP MEETING

Nil to report for January 2021

RECOMMENDATION

That the Community Services- Playgroup Report be read and accepted.

7.14 COMMUNITY AGED AND DISABILITIES SERVICES

Author: Wilma Gibson, Community Services Coordinator

Authoriser: Naseem Chetty, Chief Executive Officer

Attachments: Nil

PURPOSE OF REPORT

To give an update to Council on the progress of the Aged Care and Disability Services.

BACKGROUND

This report gives information about clients attending to program activities, highlight of the month, staff achievements and future options for the program.

DISCUSSION

1. Recruitment processes actioned, have successfully employed 2 x Support Workers, 1 x Team Leader back fill, 1 x Support Officer short term assisting and supporting the team with operational service delivery.
2. Food Services have commenced in January with the Community Aged Care staff. Meals are provided twice weekly. A survey has been completed seeking feedback from consumers. 50% of Client's receiving meals have been Consulted. Of this number 85% have given positive feedback.
3. Home Maintenance for yard safety - client's lawn mowing and yard whipper snipping has commenced, weather pending.
4. JCU/Qld Health Rehabilitation and Wellbeing Team have returned weather pending. Providing support to Social Support Group or Individual. Our Uniting Church Pastor has offered to support our Clients with Social Support. We look forward to partnership with PCYC as per the ICSRP Physical Activity Plan. Clients are looking forward to partaking and enjoying our strength-based program.

RECOMMENDATION

That this Community Services report be read and accepted.

7.15 NEW AGED CARE NAMING

Author: Wilma Gibson, Community Services Coordinator
Authoriser: Naseem Chetty, Chief Executive Officer
Attachments: Nil

PURPOSE OF REPORT

For Mapoon Aboriginal Council to approve of Naming of New Aged Care.

BACKGROUND

This report gives information derived from Consultation with previous Aged Care Coordinator with local Mapoon Elders.

DISCUSSION

1. Advice received from previous Aged Care Coordinator confirming a consultation held with Elders of Mapoon around the time the New Aged Care was planned.

Elders in discussion agreed to name the New Aged Care after the Blue Bone Fish – Chakara, as this fish was neutral and not used for anything else within the region as a name for property or buildings or other.

In research and consultation with the Rangers and Cultural Heritage Officer we have been advised of the language name for Blue Bone Fish or Bone Fish- Tjakarra.

We believe that the language name is very important to sustaining culture.

2. There has been discussion with the previous Aged Care Coordinator regarding inviting a local Indigenous person to paint or design the Tjakarra Fish. With the view that the fish design or painting could be featured on display near the building name.

Going Forward:

a) Request to Name the New Aged Care building: TJAKARRA AGED CARE

Located above the front entrance door facing Hudson Street.

b) Request to include on the display area either above the words or under the words a feature Blue Bone Fish -Tjakarra Fish. This could be on a separate feature panel to the Name Signage

RECOMMENDATION

That this New Aged Care Naming report be read, discussed, and approved.

8 ANY OTHER BUSINESS

Nil

9 CORRESPONDENCE IN

Nil

10 CORRESPONDENCE OUT

Nil

11 NEXT MEETING DATE

Proposed date for next meeting:

12 CLOSE MEETING