



AGENDA

Ordinary Council Meeting

Tuesday, 21 June 2022

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

Date: Tuesday, 21 June 2022

Time: 9.00am

Location: Mapoon Aboriginal Shire Council Chambers

Tim Rose

Acting Chief Executive Officer

MEETING NOTICE



COUNCIL
MEETING NOTICE

You are respectfully advised that the Council Meeting Scheduled for April 2022 is as follows:

Date: Monday 21 June 2022
Time: Beginning at 9.00am
Location: Mapoon Aboriginal Shire Council Meeting Chamber

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

Tim Rose
Chief Executive Officer

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- 1 OPEN MEETING**
- 2 LEAVE OF ABSENCE**

3 CONFIRMATION OF MINUTES

3.1 MINUTES OF THE COUNCIL HELD ON 24 MAY 2022

Author: Amy Thomson, Office Manager

Authoriser: Tim Rose, Acting CEO

Attachments: 1. Minutes of the Council held on 24 May 2022

HEADING

[Type text here](#)

RECOMMENDATION

1. That the Minutes of the Council held on 24 May 2022 be received and the recommendations therein be adopted.
2. [Type text here](#)



MINUTES

Ordinary Council Meeting

Tuesday, 24 May 2022

**MINUTES OF MAPOON ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE MASC COUNCIL CHAMBERS
ON TUESDAY, 24 MAY 2022 AT 09.05AM**

PRESENT: Mayor Aileen Addo (Chair), Cr Kiri Tabuai, Cr Dawn Braun, Cr Daphne de Jersey,
Cr Cameron Hudson

IN ATTENDANCE: Tim Rose (Acting - Chief Executive Officer) and Minute Taker

1 OPEN MEETING

The meeting was opened at 9.05am.

2 LEAVE OF ABSENCE

Nil

Mayor Addo called for a minutes silence for those who had passed.

Apunipima staff members Amanda Nicholson and Adelina Roman arrived at 9.09am and attended the meeting.

The Apunipima staff addressed the meeting regarding the naming of the new Primary Health Care Centre for Mapoon and advised that a survey would be circulated, and that the survey closes on 3rd June 2022.

3 CONFIRMATION OF MINUTES

3.1 MINUTES OF THE COUNCIL HELD ON 19 APRIL 2022

RESOLUTION C080/22

Moved: Cr Cameron Hudson

Seconded: Cr Kiri Tabuai

1. That the Minutes of the Council held on 19 April 2022 be received and accepted as a true and correct record.

CARRIED

3.2 MINUTES OF THE COUNCIL HELD ON 16 MAY 2022**RESOLUTION C081/22**

Moved: Mayor Aileen Addo

Seconded: Cr Dawn Braun

1. That the Minutes of the Council held on 16 May 2022 be received and accepted as a true and correct record.

CARRIED

4 MATTERS ARISING FROM THE MINUTES

Nil

5 CONFIDENTIAL REPORTS**RESOLUTION C082/22**

Moved: Cr Cameron Hudson

Seconded: Cr Kiri Tabuai

That Council move into Confidential session in accordance with *Section 254 J (3) (a) of the Local Government Regulations 2012* in relation to

- a) The appointment, discipline or dismissal of the CEO.

CARRIED

RESOLUTION C083/22

Moved: Cr Cameron Hudson

Seconded: Cr Kiri Tabuai

That Council move out of confidential session.

CARRIED at 10.05am

RESOLUTION C084/22

Moved: Cr Kiri Tabuai

Seconded: Cr Daphne de Jersey

That Council terminate the employment of Ms Naseem Chetty as CEO of Mapoon Aboriginal Shire Council effective from the 25th day of May 2022 in accordance with her contract dated the 19th day of August 2020.

- a) The reasons for termination are outlined in a letter dated to Ms Chetty issued on the 25th of May 2022
- b) The Acting Chief Executive Officer be authorised to send the letter on behalf of council.

CARRIED

6 MAYOR AND COUNCILLOR REPORTS

6.1 MAYOR & COUNCILLOR REPORTS

PURPOSE OF REPORT

To present the reports of Mayor and Councillors in relation to meetings attended.

MAYOR AILEEN ADDO

- Council Meeting 19th April 2022
- Council Meeting 24th May 2022
- Trustee Meeting 19th April 2022
- Anzac Day Commemoration 25th April 2022
- Local Government Training with John O'Hanlon 29th April 2022
- State Emergency Services Meeting 31st April 2022
- Apunipima Meeting 11th May 2022
- Torres & Cape Indigenous Council Alliance Meeting 10th -11th May 2022
- Meeting 16th May 2022
- Interim Mapoon Thriving Communities Committee meeting 23rd May 2022

DEPUTY MAYOR KIRI TABUAI

- Council Meeting 19th April 2022
- Trustee Meeting 19th April 2022
- Anzac Day Commemoration 25th April 2022
- Indigenous Leader's Forum with Crs. Hudson, Braun & Chief Executive Officer 27th & 28th April 2022
- Local Government Training 29th April 2022
- National Indigenous Australians Agency Meeting with NIAA, Councillors & Chief Executive Officers 29th April 2022

DEPUTY MAYOR KIRI TABUAI (Continued)

- Women's Group Meeting 12th May 2022
- Queensland Indigenous Family Violence Legal Service Meeting 17th May 2022
- Leave 19th- 23rd May 2022

COUNCILLOR DAWN BRAUN

- Council Meeting 19th April 2022
- Trustee Meeting 19th April 2022
- Indigenous Leaders Forum with Crs. Hudson, Tabuai & Chief Executive Officer 27th & 28th April 2022
- Local Government Training with John O'Hanlon 29th April 2022
- National Indigenous Australians Agency Meeting with NIAA, Councillors & Chief Executive Officers 29th April 2022
- Torres & Cape Indigenous Council Alliance Meeting 10th -11th May 2022
- Fishing Competition Meeting 16th May 2022
- Royal Flying Doctors Service meeting with Jos Meddleton 18th May 2022
- Various phone calls and Tele-Link ups

COUNCILLOR CAMERON HUDSON

- Council Meeting 19th April 2022
- Trustee Meeting 19th April 2022
- Ely Trust Coordinating Charter Workshop with Ely Trust Coordinating Committee Members & Rio Tinto 4th May 2022
- NRST Director's Meeting with WCCCA NRST Directors 17th May 2022
- Anzac Day Commemoration 25th April 2022
- Indigenous Leaders Forum 27th & 28th May 2022

COUNCILLOR Daphne de Jersey

- Council Meeting 19th April 2022 Leave of Absence due to COVID
- Trustee Meeting 19th April 2022 Leave of Absence due to COVID
- Local Government Training with John O'Hanlon 29th April 2022

RESOLUTION C085/22

Moved: Cr Kiri Tabuai

Seconded: Cr Daphne de Jersey

That Council note and receive the Mayor & Councillor Reports as presented.

CARRIED

There was discussion in relation to holding the Mapoon NAIDOC Day Celebrations on 9th July 2022.

The Meeting took a break for morning tea at 10.27am.

The Meeting resumed at 10.59am.

7.1 CHIEF EXECUTIVE OFFICER'S MEETINGS

PURPOSE OF REPORT

To brief Council on Meetings Attended by the Chief Executive Officer

RESOLUTION C086/22

Moved: Cr Kiri Tabuai

Seconded: Cr Dawn Braun

That the report on the Chief Executive Officer's meeting be received and noted

CARRIED

7.2 POLICIES FOR ADOPTION

PURPOSE OF REPORT

The Purpose of this report is to review a few of the policies that were discussed as part of councillor training.

RESOLUTION C087/22

Moved: Cr Cameron Hudson

Seconded: Cr Kiri Tabuai

That the Acceptable Guidelines Policy as amended be adopted

CARRIED

RESOLUTION C088/22

Moved: Cr Cameron Hudson

Seconded: Cr Kiri Tabuai

That the Administration Action Complaints Management Policy be adopted

CARRIED

The Executive Manager of Infrastructure and Works was invited to join the meeting at 11.04 am

7.3 EXECUTIVE MANAGER OF INFRASTRUCTURE AND WORKS REPORT**PURPOSE OF REPORT**

Present to Council a report of program performance and operational actions for the previous month

RESOLUTION C089/22

Moved: Cr Kiri Tabuai

Seconded: Cr Dawn Braun

That the Report of the Executive Manager of Infrastructure and Works be received and noted.

CARRIED

7.4 FLEET AND WORKSHOP**PURPOSE OF REPORT**

To provide council with an update of the monthly fleet and workshop operations.

RESOLUTION C090/22

Moved: Cr Kiri Tabuai

Seconded: Cr Dawn Braun

- That Council Approves the disposal of the old fleet through Quaid's Auction house in Cairns where open and transparent market value will be achieved.
- Council advertises a local Expression of interest for the sale of the Toyota Dual Cab 4x4 Currently used by Aged Care Rego 833-JNB.

CARRIED

The Executive Manager of Infrastructure and Works departed the meeting at 11.52am.

The Meeting broke for lunch at 11.53am.

The Meeting commenced again at 12.29pm, and Wally Ziegelbauer, the Executive Manager of Community Development was invited to join the meeting at this time.

7.5 EXECUTIVE MANAGER OF COMMUNITY DEVELOPMENT REPORT**PURPOSE OF REPORT**

Present Council with a report of program performance and operational actions for the previous month.

RESOLUTION C091/22

Moved: Cr Cameron Hudson

Seconded: Cr Kiri Tabuai

That the Report of the Executive Manager of Community Development be received and noted.

CARRIED

The Executive Manager of Community Development departed the Meeting at 12:59pm and the Executive manager of Finance was invited to join the meeting at this time.

7.6 EXECUTIVE FINANCE MANAGER APRIL 2022 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.

RESOLUTION C092/22

Moved: Cr Kiri Tabuai

Seconded: Cr Daphne de Jersey

That Council endorses the following: -

1. Financial Reports for the financial period April 2022.

CARRIED

The Executive Manager of Finance then departed the meeting at 1.16 pm.

7.7 EXECUTIVE MANAGER OF ENVIRONMENTAL SERVICES, LAND AND SEA, PARKS AND GARDENS**PURPOSE OF REPORT**

To present to Council a report of Program Performance and Operational actions for the previous month

RESOLUTION C093/22

Moved: Cr Daphne de Jersey

Seconded: Cr Kiri Tabuai

That the report of Executive Manager of Environmental Services, Land and Sea and Parks and Gardens be received and noted.

CARRIED

7.8 HUMAN RESOURCES CONSULTANT, DANIELLE TURNER'S REPORT

PURPOSE OF REPORT

To present the Human Resources Consultant's Report for March 2022 to Council.

RESOLUTION C094/22

Moved: Cr Cameron Hudson

Seconded: Cr Kiri Tabuai

That the report of the Human Relations Consultant be received and noted.

CARRIED

7 ANY OTHER BUSINESS

Confirmation of Aboriginality of Lorraine Mooker.

RESOLUTION C095/22

Moved: Mayor Aileen Addo

Seconded: Cr Daphne de Jersey

That Council considers Lorraine Mooker's Application for Confirmation of First Nation Status to be endorsed.

CARRIED

8 CORRESPONDENCE IN

Nil

9 CORRESPONDENCE OUT

Nil

10 NEXT MEETING DATE

Proposed date for next meeting: 21 June 2022

Discussion was then entered into in relation to the proposed date of the August Meeting of Council.

RESOLUTION C096/22

Moved: Cr Cameron Hudson

Seconded: Cr Dawn Braun

That the date for the August Meeting of Council be confirmed as 22nd August 2022.

CARRIED

11 CLOSE MEETING

The Meeting closed at 2.11pm.

.....
CHAIRPERSON

4 MATTERS ARISING FROM THE MINUTES

5 CONFIDENTIAL REPORTS

Nil

6 MAYOR AND COUNCILLOR REPORTS**6.1 MAYOR & COUNCILLOR REPORTS**

Author: Aileen Addo, Mayor
Authoriser: Tim Rose, Acting CEO
Attachments: Nil

PURPOSE OF REPORT

To present the reports of Mayor and Councillors in relation to meetings attended.

DISCUSSION

The Mayor & Councillors will present the details of the meetings they have attended.

RECOMMENDATION

That Council note and receive the Mayor & Councillor Reports as presented.

7 OPERATIONAL REPORTS

7.1 COUNCIL RESOLUTION NUMBERING IN RELATION TO NOVEMBER 2020 COUNCIL MEETING AND AWARD OF CONTRACT MASC 2020-003 TO HORTON CONSTRUCTIONS

Author: Amy Thomson, Office Manager

Authoriser: Tim Rose, Acting CEO

Attachments: Nil

PURPOSE OF REPORT

For council to acknowledge an administrative error with the finalisation of the November 2020 minutes and subsequent resolution number process not being completed.

BACKGROUND

An ordinary council meeting for 16 November 2020 presented a late agenda item 7.6. The item was presented to Council. The recommendation was moved by Cr Hudson and seconded by Cr Braun. The administrative error occurred due to the late agenda item not being created as a minute's document in Info council. This error led to the automated resolution process not being completed for Item 7.6 in particular.

DISCUSSION

As per the State Development meeting procedures "Once the minutes have been adopted, they cannot be changed. If an error is found in the minutes at a later date, the correction can be noted in a new resolution passed by the council. The minutes are not actually changed to incorporate the resolution."

Anomaly in Council Resolution Numbering in relation to November 2020 Council Meeting

Royleen Wolski

To: Acting CEO

Cc: Amy Thomson

↩ Reply
↩ Reply All
→ Forward
📎
⋮

Mon 13/06/2022 2:35 PM

Good Afternoon Tim,

I am writing to confirm the cause of the anomaly in the Council Resolution numbering in relation to AECOM Tender Evaluation for the Cultural Centre which was presented to Council on 16 November 2020. That matter was dealt with in a Late Supplementary Agenda and when presented to Council the following resolution was made:

RESOLUTION

Based on the information contained in this report, it is recommended that Council should:

- Award Contract MASC-003 to Horton Constructions Pty Ltd in the amount of \$1,631,125 (GST Exclusive) by Thursday 11 -March-2021. After this, the tender validity period would have lapsed, and further confirmation would be required to confirm any additional cost implications caused by the time elapsed.
- Delegate authority to the Chief Executive Officer in accordance with the Local Government Act 2009 to negotiate, finalise, and execute any and all matters associated with entering into contracts under this arrangement.

That Council note and approve the AECOM Tender Evaluation Report and Contractor Recommendation Report for the Construction of the new Cultural Centre, and approve the recommendations.

Moved: Cr Hudson
 Seconded: Cr Braun
 5/0
 2.38pm

As can be seen, the Resolution was moved by Cr Hudson and Seconded by Cr Braun at 2.38pm, and was passed unanimously. I was the person who took the Minutes and at that time, because the item was on a Supplementary Late Agenda, it did not appear in the main Council Meeting Minutes. Because it did not appear in the main Council Meeting Minutes, the InfoCouncil system did not automatically allocate this item with a Resolution Number.

This was an administrative oversight, and I accept responsibility for not having identified that oversight until this month. I offer my sincere apologies for any inconvenience this inadvertent administrative oversight has caused.

Kind regards

Royleen Wolski

Governance Consultant



AGENDA

Ordinary Council Meeting Late Reports Monday, 16 November 2020

Date: Monday, 16 November 2020

Time: 9.00am

Location: MASC Council Chambers

**Naseem Chetty
Chief Executive Officer**

Order Of Business

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7 OPERATIONAL REPORTS**7.6 AECOM TENDER EVALUATION AND CONTRACTOR RECOMMENDATION FOR COUNCIL FOR THE CULTURAL CENTRE**

Author: Tom Smith, Infrastructure Services Manager
Authoriser: Naseem Chetty, Chief Executive Officer
Attachments: 1. MASC 2020-003 - Tender Evaluation Construction of Mapoon Cultural Centre Substantial Works Package.pdf

PURPOSE OF REPORT

Evaluation of closed tender for the construction of the new Cultural centre and Recommendation for the award of major contract.

BACKGROUND**2.1 Tender scope**

The scope of works for this package is the supply, installation and delivery to site for all the following trade packages: -

- All the concreting works for the project.
 - Blockwork.
 - Structural steel.
 - Carpentry including wall framing, timber doors and hardware, external cladding.
 - Roofing.
 - Aluminium windows and doors.
 - Plasterboard walls and ceilings.
 - Metalwork including aluminium screen panels, handrails and enclosure screens.
 - Electrical Services.
- Excluded from this tender and the remaining works which will be undertaken and managed by MASC.
- Civil works / Bulk excavation.
 - Plumbing.
 - Tiling.
 - Vinyl and carpet.
 - Painting.
 - External fencing.
 - Air Conditioning.
 - Render.
 - Kitchen fit out including stainless steel benches, exhaust hood.

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- Floor finishes, entry mat, carpet, tiling, vinyl, bedding.
- Installation of bathroom accessories such as grab rails, toilet roll holders, robe hooks, soap dispenser etc.
- Cabinetry and shelving.
- Landscaping.
- Portable fire extinguishers.
- All signage.
- Carpark works and line marking.

DISCUSSION

2.2 Tender period

An 'Open' tender was advertised in the Cape York Weekly on Monday 12 October 2020 calling for tenders from suitably qualified and experienced QBCC licensed Builders with a tender closing date of 4th November 2020. A copy of the advertisement is included in Appendix A.

Following the issue of Addendum # 2 on 21st October 2020, (see section 2.3 tender period correspondence below) the tender closing date was extended by one week to 11 November 2020. Prior to the official tender period commencing, AECOM contacted four Weipa based builders to advise them of this imminent tender, so that they could start to prepare their resources for tendering. The four firms contacted were as follows:

- Horton Constructions
- Carpentaria Contracting
- James Construction Queensland
- Weipa Cabinets.

Mareeba based building firm Homefab was also contacted months earlier during, and after the design phase to advise them of the project, hoping that they would also be interested in pricing the project in due course. After reviewing the design, they advised however that they were very busy and did not believe they would be able to submit a competitive price.

2.3 Tender period correspondence

During the tender period, tender documents were requested by three contractors:

- Horton Constructions
- James Construction Queensland
- Carpentaria Contracting.

Carpentaria Contracting issued an email on 27 October 2020 advising that they did not have the capacity to tender the project and withdrew from the tender.

During the tender period there were four items of correspondence:

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- 20 October 2020 – Addendum # 1 – Coloured concrete in lieu of pavers.
- 21 October 2020 – Addendum # 2 – Electrical services to be part of scope – extended closing date to 11 November.
- 9 November 2020 – RFI received from Horton Constructions.
- 9 November 2020 – Addendum # 3 – Response to Hortons RFI issued to both tenderers.
Reference should be made to Appendix A for a copy of tender period correspondences.

3.1 Tenders received

At tender close (4:00pm Thursday 11th November 2020) two (2) tenders were received. Table 1 provides a status of the tenders immediately after opening.

Table 1 Summary of tenders received	Appears complete	Date and time received	Amount of non-conforming tender (GST excl.)
Full name of tenderers			
Horton Constructions	Yes	11 November 2020 (2.55pm)	\$ 1,631,125.00
James Construction Qld	Yes	11 November 2020 (3.55pm)	\$ 1,927,635.98

5.2 Final assessment

The tender assessment panel held an assessment meeting on Thursday 12 November 2020 and undertook the tender assessment for the two tenders submitted against the criteria outlined in Section 5.1 of this document. Table 5 outlines the aggregate score of each of the tenders.

Table 5 Summary of final assessment scores	Tender evaluation score	Final Tender price (GST excl)
Tenderer		
Horton Constructions	4.90	\$ 1,648,287.17
James Construction Queensland	4.10	\$ 1,927,635.97

The tender evaluation panel agreed that, based on the assessment, Horton Constructions (HC) were the preferred tenderer.

The main reasons cited by the tender evaluation panel in support of their decision included:

- **Tender Price:** Horton Constructions (HC) were \$279,348.81 or 14.5% cheaper than James Construction Queensland (JCQ). The alternative light fittings were reviewed, and it was agreed that the \$17,162.17 ex GST cost saving offered by HC would be accepted with a revised contract value of \$1,631,125 ex GST.
- **Local, Relevant Experience:** Both contractors had excellent local relevant experience having completed several projects in the Mapoon / Weipa region. Due to HC's more recent specific projects in Mapoon including the HACC Centre and the Church, it was considered that HC had a small advantage over JCQ. It was also noted that HC had performed well on these Mapoon projects.

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- Local employment and training opportunities. HC had specifically mentioned the employment of the two local workers in their methodology and had a proven track record employing Mapoon local.
- It was agreed that both tenderers overall had excellent local experience and JCQ's submission was very professional and thorough. The final selection however was based on the 14.5% price difference between the two tenderers.

RESOLUTION

Based on the information contained in this report, it is recommended that Council should:

- Award Contract MASC-003 to Horton Constructions Pty Ltd in the amount of \$1,631,125 (GST Exclusive) by Thursday 11 -March-2021. After this, the tender validity period would have lapsed, and further confirmation would be required to confirm any additional cost implications caused by the time elapsed.
- Delegate authority to the Chief Executive Officer in accordance with the Local Government Act 2009 to negotiate, finalise, and execute any and all matters associated with entering into contracts under this arrangement.

That Council note and approve the AECOM Tender Evaluation Report and Contractor Recommendation Report for the Construction of the new Cultural Centre, and approve the recommendations

Moved: Cr Hudson

Seconded: cr Braun

5/0 2.38pm

RECOMMENDATION

1. That council acknowledge and provide the following ;
 - (a) that the minutes of the meeting held on 16 November 2020 contain an error, specifically the exclusion of Resolution for MASC 2020-003 which was adopted at that meeting
 - (b) that Resolution for MASC 2020-003 be taken to have been adopted at the meeting held on 16 November 2020

7.2 CHIEF EXECUTIVE OFFICER'S MEETINGS

Author: Tim Rose, Acting CEO

Authoriser: Tim Rose, Acting CEO

Attachments: Nil

PURPOSE OF REPORT

To brief Council on Meetings Attended by the Chief Executive Officer

DISCUSSION

- The Mayor, Councillors and Chief Executive Officer attended a Council Meeting on Tuesday the 24 May 2022,
- The Mayor, Councillors and Chief Executive Officer attended a Trustee Meeting on Tuesday the 24 May 2022,
- The Mayor and Chief Executive Officer attended Western Cape Community Advisory Board Meeting with My Pathway on the 1 June 2022 by teams.
- The Chief Executive Officer and Mayor and Council officers attended a meeting with the Department of Tourism, Innovation and Sport on the 1 June 2022 in the boardroom.
- The CEO and aged care staff attended by teams a meeting to discuss the CHDE programme on the 7th of June
- The Deputy Mayor and CEO and LDMG had a meeting and did a re-supply exercise on the 8th of June 2022
- The Chief Executive Officer and staff had a meeting with the NIAA to discuss Playgroup and Land and Sea Rangers funding on the 14th of June
- The Chief Executive Officer meet with DSDSATSIP staff on the 15th of June 2022 to discuss Thriving Communities funding.
- Torres & Cape Indigenous Councils health by teams 17th June 2022

RECOMMENDATION

That That the report on the Chief Executive Officer's meetings be received and noted

7.3 DEADLY ACTIVE SPORT AND RECREATION PROGRAM

Author: Tim Rose, Acting CEO

Authoriser: Tim Rose, Acting CEO

Attachments:

1. CEO Letters March 2022 - Mapoon
2. Mapoon Community Culture Program Proposal Final

PURPOSE OF REPORT

The purpose of this report is to give council an outline of the changes to the Deadly active sport program and for council to decide on whether to continue utilising the PCYC to continue to deliver services under the auspices of council or to look for an alternative model.

BACKGROUND

The Queensland Government, through Sport and Recreation (SR) has decided to cease funding of the Indigenous Sport and Recreation Program (ICSRP) 30 June 2022 that Queensland Police Citizens Youth Welfare Association (QPCYWA – PCYC) has delivered for more than 10 years.

As per the attached letter the new Deadly Active Sport and Recreation Program (DASRP) will provide funding to specified Local Governments Areas (LGA's) with jurisdiction over discrete communities, to coordinate and facilitate delivery of community identified physical activity opportunities for Aboriginal and Torres Strait Islander peoples. The aim of the program is to increase physical activity participation among First Nations people.

Mapoon Aboriginal Shire Council (MASC) is eligible to receive assistance under DASRP and approved portioned funding up to \$188, 336 (GST Excl) over three years. The provision of funding is subject to agreed outcomes of negotiations with the department and MASC and the department signing a funding agreement to process and release first payment.

Mr Anand Pillay Director North Queensland and Mr Chris Coutts visited council and advised that we can make our own decisions on the delivery of the services.

DISCUSSION

Included in this report is a proposal to continue providing services from PCYC the difference between the service under the previous funding is that council will be directly responsible for the delivery and payment of the service. I would recommend to council that if we were to take on the service of PCYC that a governance structure be established using the council's portfolio system an executive staff member.

Council may also be able to use some of the funding from the social inclusion program.

RECOMMENDATION

That

- 1) Council contract PCYC to deliver the community culture programme for a period of twelve months when it will be reviewed using the funding to be provided by the Deadly Innovations and that
- 2) A working group be established with council portfolio holders and the Executive Manager – community development to oversee the program objectives.

Please quote: CTS 01672/22
Contact officer: Mr Anand Pillay
Contact phone: (07) 4722 5393



23 March 2022

Mr Tim Rose
Chief Executive Officer
Mapoon Aboriginal Shire Council
mapoon.ceo@mapoon.qld.gov.au

Dear Mr Rose

I am writing to you regarding the new Deadly Active Sport and Recreation Program (the Program). The Program will provide funding to specified Local Governments Areas (LGA) with jurisdiction over discrete communities, to coordinate and facilitate delivery of community-identified physical activity opportunities for Aboriginal and Torres Strait Islander peoples. The aim of the Program is to increase physical activity participation among First Nations people.

The Program is part of the suite of initiatives under *Activate! Queensland 2019 -2029*, the Queensland Government's 10-year strategy to further enrich the Queensland way of life and build on our strong community foundations to deliver better health and well-being outcomes for all Queenslanders.

The Program is a part of the Department of Tourism, Innovation and Sport's new service delivery model for Aboriginal and Torres Strait Islanders which aligns with the Queensland Government's commitment to a contemporary approach to empower Aboriginal and Torres Strait Island Queenslanders to have a greater voice with government, through self-determination.

Funding of \$5.13 million (GST exclusive) over three years is available to the 17 identified LGAs. I am pleased to advise your organisation has been identified as eligible to receive assistance under the program. Your organisation has been approved up to \$188,336 (GST exclusive) with funding to be portioned over three years:

Year 1	\$66,025
Year 2	\$62,724
Year 3	\$59,588

The provision of funding is subject to agreed outcomes of negotiations with the department and your organisation and the department signing a funding agreement. Projects cannot commence until the funding agreement is executed by your organisation and the department. A departmental representative will contact your organisation in the near future to provide you with further information and discuss the terms and conditions of the funding agreement.

Level 6, 400 George Street
BRISBANE QLD 4000
PO Box 15478
CITY EAST QLD 4002

Telephone +61 7 3338 9208
Website www.dtis.qld.gov.au
ABN 83 481 966 722 (Tourism and Innovation)
ABN 49 536 543 548 (Sport and Recreation)

2.

If you need any more information or help with this matter please contact Mr Anand Pillay, Regional Director North Queensland, Sport and Recreation, Department of Tourism, Innovation and Sport on (07) 4722 5393 or by email at anand.pillay@dtis.qld.gov.au.

Wishing you all the best.

Yours sincerely

A handwritten signature in black ink, appearing to read 'ASly', with a stylized flourish at the end.

**Mr Andrew Sly
Deputy Director-General
Sport and Recreation**



Mapoon Community Culture Program

Safety and Wellbeing

PCYC Queensland's Community Culture program aims to drive improved social and emotional well-being and safety outcomes for communities focused on the core elements of Engagement, Prevention, Change and Leadership.

Using a carefully structured co-designed process with established groups eg. Council, Thriving Communities board, each community can identify a suite of sport, recreation, cultural and developmental activities that will provide positive experiences for their community members.

Delivered in partnership with the Queensland Police Service (QPS), Community Culture activities proactively build strong and productive relationships between community and police to improve safety and wellbeing.



Program Objectives

The Community Culture program aims to:

- Provide children and young people with access to productive activities outside of school to keep them entertained, social and safe
- Support young people to understand the opportunities available to them for study, work and recreation pathways following school, and support to maximise their potential
- Engage parents in their children's education and wellbeing and increase family connectedness
- Support and empower elders to fulfil their traditional role as educators and custodians of culture
- Improve community and police engagement through strong and positive relationships with local police, and improve community safety

Age led service delivery

PCYC Queensland's Community Culture program considers services and the gaps for each age group to inform delivery.



Child
(6-13)



Youth
(14-17)



Young Adult
(18-24)



Adult
(25-69)



Elder
(70+)



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Program Delivery



Sport and Recreation

- Activities and fitness programs run after school and during holidays
- Social sporting competitions
- In-school Traditional Indigenous Games (TIGs) program



Health and specialist services

- Exercise and nutrition, and exercise and morning tea for elders
- Elder support
- Health, education and employment support



Education and employment support

- School outreach programs
- Youth mentoring program in partnership with the QPS eg. Catch Me If You Can
- Volunteering and employment pathways through PCYC Queensland



Community support

- Breakfast support program
- Community fun days and community-event support
- QPS mentoring and referrals



Cultural activities

- Dance, art, games and culture activities
- On Country activities that enable connection to culture and identity
- Leadership programs and out of community activities, eg. Bunburra and Deadly 3s

Program Outcomes

- Children, youth and adults have increased levels of fitness, social interaction and school attendance
- Elders are supported and connected and participate in activities, and are empowered members of the community
- Delivery of health, education and employment support to improve community health
- Improved school attendance and performance
- Increased education and employment outcomes
- Increased community safety and reduced crime rates
- Community members participate in family and community events, and sense of community improves
- Stronger police and community relationships, where community respect police and police understand community needs and issues

Mapoon - Community Culture Program Budget

■ Computer Expenses	\$ 1,000
■ MV Costs	\$ 4,000
■ Printing & stationery	\$ 200
■ Program costs	\$ 2,500
■ Wages (FTE)	\$65,000
■ Telephone	\$ 300
■ Staff Training	\$ 2,500
■ Travel	\$ 2,500
■ Cluster events	\$ 2,500
■ TOTAL	\$80,500



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7.4 POLICIES FOR ADOPTION

Author: Amy Thomson, Office Manager

Authoriser: Tim Rose, Acting CEO

Attachments:

1. **Managed Items Portable and Attractive Policy**
2. **Councillors and Staff Travel Allowance Policy**
3. **Councillor Expenses Reimbursement Policy**

PURPOSE OF REPORT

To review policies as part of the operational and statutory review process.

BACKGROUND

Policies are reviewed and presented to Council for adoption on a regular basis.

DISCUSSION

The following policies are to be examined and reviewed where required.

➤ **Councillor Expenses Reimbursement Policy**

This policy has amended to outline further limitations on reimbursement and to strengthen the guidelines for reimbursement.

➤ **Councillors & Staff Travel Allowance Policy**

This policy was amended to now review the Tax Office determination for travel allowance for 2021. Next review will be September 2022.

➤ **Managed Items Portable & Attractive Policy**

This policy amendment was to increase the portable item limits.

RECOMMENDATION

1. That the Councillor Expense Reimbursement Policy be adopted
2. That the Councillor & Staff Travel Allowance Policy be adopted
3. That the Managed Items Portable & Attractive Policy be adopted.



MAPOON ABORIGINAL SHIRE COUNCIL Managed Items (Portable and Attractive) Policy

RESOLUTION NO. 219/19 VERSION V1

This is an official copy of the **Managed Items (Portable and Attractive) Policy** of Mapoon Aboriginal Shire Council, made in accordance with the provisions of the Local government Act and Regulations, Public Records Act, Mapoon Aboriginal Shire Council's Local Laws, Subordinate Local Laws and current Council Policies.

The Managed Items (Portable and Attractive) Policy is an Operational Policy.

Operational policies are prepared to guide employee behaviour. This Policy is approved by the Mapoon Aboriginal Shire Council for the operations and guidance of Council and Council staff.

DOCUMENT VERSION CONTROL

VERSION	DATE	RESOLUTION N°.	DETAILS
1.0	November 2019	219/19	Responsible Officer: Governance Manager Description: Operational Policy
2.0	21 June 2022		Responsible Officer: Office Manager Description: Operational Policy
			EXPIRY 30 June 2023



MAPOON ABORIGINAL SHIRE COUNCIL Managed Items (Portable and Attractive) Policy

RESOLUTION NO. 219/19 VERSION V1

Managed Items (Portable and Attractive) Policy

1. Introduction/Policy Statement:

Mapoon Aboriginal Shire Council (MASC) is committed to sound financial management. This policy provides a management framework for the proper administration and control of assets below the Council's asset capitalisation threshold (Managed Items and Portable and Attractive Items).

2. Policy scope:

This policy enables a consistent and practical approach to the administration and control of managed items and portable and attractive items with reference to internal control and audit requirements.

All items of a capital nature will be capitalised based on the threshold in Council's Capitalisation of Non-Current Assets Policy. Items that are not capitalised and are considered by management to be of a portable and attractive nature or items requiring certification, regular maintenance (Managed Items), will be recorded in the Managed Items and Portable and Attractive Register.

3. Definitions:

Non-current physical assets

Assets that have an estimated useful life in excess of one year and are above the asset recognition threshold of Council's Capitalisation of Non-Current Assets Policy (Currently \$5,000). These assets typically include items such as land, buildings, water and transport infrastructure, motor vehicles, plant and equipment. These assets are recorded in Council's Asset Register.

Managed Item

An item below the asset recognition threshold which requires regular or scheduled maintenance and/or certification. The item may be portable or fixed. There is no minimum value for a Managed Item.

Portable and Attractive Items

Assets valued at less than the Council's asset capitalisation threshold, which are advised by the Accountant to be of a portable and attractive nature. Portable and attractive assets are typically assets which by their nature are easily transported and may be subject to the temptation of theft or misappropriation, irrespective of value. By their nature, assets that are securely attached to land or buildings are not portable and are therefore not considered portable & attractive items (e.g. whiteboards attached to walls).



MAPOON ABORIGINAL SHIRE COUNCIL Managed Items (Portable and Attractive) Policy

RESOLUTION NO. 219/19 VERSION V1

4. Policy statement:

The following procedure is to be undertaken for this policy:

Assets valued at less than the Council's asset acquisition threshold, which are advised by the Governance Manager to be of a portable and attractive nature, will be recorded in a separate asset register (Managed Items and Portable and Attractive Items Register).

The Managed Items and Portable and Attractive Asset Register will be regularly maintained and shall contain the following information as a minimum:

- (a) a description of the asset;
- (b) the location of the asset;
- (c) the serial number;
- (d) asset value;
- (e) custodian and manager details; and
- (f) date of stock take.

Stock take is to be undertaken annually of portable and attractive assets by either an independent contractor or two Council officers working together.

5. Inclusions and exclusions

For the purposes of this policy, the following inclusions and exclusions apply:

The examples of inclusions and exclusions listed in this policy are considered to be a guideline only and management is to exercise discretion on all occasions.

Examples of inclusions in Portable and Attractive Asset Register include:

- | | |
|---|--------------------|
| • television sets | • cameras |
| • two-way radios | • survey equipment |
| • computer hardware and/or software | • GPS and EPIRBs |
| • microwaves and other kitchen appliances valued over \$1,500 | • binoculars |

Examples of exclusions from the Portable and Attractive Asset Registers include:

- (a) Items that individually exceed the asset acquisition threshold or are capitalised as a group or network asset, as per the Council's Capitalisation of Non-Current Assets Policy;
- (b) Computer and communications items which are specifically included as capital items in the Council's Corporate Asset Register; and
- (c) Whiteboards, filing cabinets and other items considered to be fixtures and secured to buildings or other larger assets.

6. Relevant Legislation



MAPOON ABORIGINAL SHIRE COUNCIL
Managed Items (Portable and Attractive) Policy

RESOLUTION NO. 219/19 VERSION V1

- Financial and Performance Management Standard 2009.
- Non-Current Assets Policies for the Queensland Government Sector (NCAP1 – Recognition of Assets).

7. Variations

MASC reserves the right to vary, replace or terminate this policy from time to time.

8. Related Policies and Procedures

- Asset Management Policy
- Procurement Policy

DRAFT



MAPOON ABORIGINAL SHIRE COUNCIL
Managed Items (Portable and Attractive) Policy

RESOLUTION NO. 219/19 VERSION V1

WORKPLACE PARTICIPANT ACKNOWLEDGEMENT

I acknowledge:

- (d) Receiving this MASC Policy;
- (e) That I should comply with this policy; and
- (f) That there may be disciplinary consequences if I fail to comply, including termination of employment.

Your name:

Signed:

Date:

DRAFT



MAPOON ABORIGINAL SHIRE COUNCIL Councillor and Staff Travel Allowance Policy

RESOLUTION NO. Version 3.0

This is an official copy of the **Councillor and Staff Travel Allowance Policy** of Mapoon Aboriginal Shire Council, made in accordance with the provisions of the Local Government Act and Regulations, Public Records Act, Mapoon Aboriginal Shire Council's Local Laws, Subordinate Local Laws, and current Council Policies.

The Councillor and Staff Travel Allowance Policy is an Operational Policy.

Operational policies are prepared to guide employee behaviour. This Policy is approved by the Mapoon Aboriginal Shire Council for the operations and guidance of Council and Council staff.

DOCUMENT VERSION CONTROL			
VERSION	DATE	RESOLUTION N°.	DETAILS
1.0	17/05/2016	4	Responsible Officer: Executive Finance Manager Policy Type: Operational Policy
2.0	15/12/2020	238/20	Responsible Officer: Executive Finance Manager Policy Type: Operational Policy Transferred to revised template and updated financials.
3.0	22/6/2022		Responsible Officer: Executive Finance Manager Policy Type: Update to current ATO travel expenses
			EXPIRY 30 September 2022



MAPOON ABORIGINAL SHIRE COUNCIL Councillor and Staff Travel Allowance Policy

RESOLUTION NO. Version 3.0

Councillor and Staff Travel Allowance Policy

1. Introduction/Policy Statement:

This Policy details how the Council will meet costs associated with Staff and Councillors travelling on behalf of Mapoon Aboriginal Shire Council for official work purposes. The policy refers to the Australian Taxation Office Determination - TD 2021/6 2021-2022 - *Income tax: what are the reasonable travel and overtime meal allowance expense amounts for the 2021/2022 income year.*

2. Policy scope:

This policy applies to Councillors and employees of Mapoon Aboriginal Shire Council who are required to attend official business or approved personnel development / training. This policy does not apply to Councillors or employees during periods of unapproved absence, personal business or on approved leave.

3. Definitions:

Absence

An absence from the normal Council area on official business or approved training extending beyond the normal hours of employment. The period commences from the employee's departure from home and ends on the employee's return home unless the employee leaves from or returns to his/her normal place of work in which case the time of departing/returning to the normal place of work is taken into account.

Employee

Unless specified otherwise includes Council employees but not contractors.

Preferred Venue

A venue where the conference/event organisers (or the Council) have negotiated to supply, at competitive rates, accommodation or accommodation and meals for employees attending such conference/event.

4. Policy statement:

A Councillor or employee of the Council travelling on official duty shall be paid an allowance to the extent outlined below subject to approval in each case by the Chief Executive Officer or delegate. Payments to the Chief Executive Officer shall be approved by the Mayor or Deputy Mayor (where delegation is applicable).



MAPOON ABORIGINAL SHIRE COUNCIL Councillor and Staff Travel Allowance Policy

RESOLUTION Version 3.0

Proof of Expenses

Councillors and employees travelling on approved Council business will be entitled to claim expenses for meals and incidentals as approved by Council each financial year. The payment of allowances prescribed for actual and necessary expenses incurred (other than meals and incidentals) is subject to the provision of documentary evidence (tax invoice, receipt, itemised statement, certification etc.).

Prior Approval Required

An Official Travel Form is required to be filled out by the Councillor or employee and approved prior to travel. Approval to incur travel expenses will be by the Mayor in the case of the CEO, and the CEO or Executive Manager for subordinate staff.

Accommodation

Council will arrange suitable accommodation on a trip by trip basis depending on the duration, purpose for and destination of the travel.

Council will pay Councillors or staff an allowance of \$30.00 per night if they choose to stay with family in lieu of Council provided accommodation.

Council will pay an allowance of \$60.00 per night to staff required to camp out (swag) or stay elsewhere outdoors where Council cannot provide appropriate accommodation such as camper trailers.

Meals & Incidentals

Council will pay the following rates (food and drink) as determined by the Australian Taxation Office Determination TD2021/6 for all MASC approved business travel. The rates for common destinations are shown below. Where meals are provided as part of a training or conference package, the Councillor or employee is not entitled to claim for meal expenses.

Meal costs may be claimed where it is a requirement to camp within the Shire for business purposes.

Employees and Councillors Annual Salary \$126,970 and below.

	Brisbane	Cairns
Breakfast	\$29.20	\$29.20
Lunch	\$32.85	\$32.85
Dinner	\$56.00	\$56.00
Incidentals	\$20.60	\$20.60

Employees and Councillors Annual Salary \$126,971 to \$225,980

	Brisbane	Cairns
Breakfast	\$31.80	\$31.80
Lunch	\$45.00	\$45.00
Dinner	\$63.00	\$63.00
Incidentals	\$29.45	\$29.45



MAPOON ABORIGINAL SHIRE COUNCIL Councillor and Staff Travel Allowance Policy

RESOLUTION NO. Version 3.0

Payments

Employees or Councillors approved payments for travelling on official business will either:

- (a) Be paid the appropriate allowance via EFT prior to travel.
- (b) Be paid in cash in advance prior to travel.

Flights

All flights will be booked by the Office Manager through Flight Centre unless otherwise directed by the CEO.

Road Travel

Council will provide a Council vehicle, hire vehicle or Cab Charge Vouchers for Councillors or staff travelling away from the Shire in order to conduct official business as appropriate and in accordance with value for money principles. Councillors and employees will be reimbursed for fuel purchased for hire vehicles on presentation of the tax invoice.

Changes to Travel Arrangements

Except in emergency situations, Council will not be liable for any travel costs incurred by any employee or Councillor other than those approved prior to travel by the CEO or his delegate.

Changes to the approved itinerary and travel arrangements must be approved in advance of the changes. A Councillor or employee, while away on official business, choosing to change any bookings that Council may have made, including accommodation or travel, that have not previously been authorised by the CEO or delegate, will bear the cost of those changes except at the discretion of the CEO.

Mobile Phone Charges

Councillors or employees travelling on approved official business who operate their own mobile phone and who are required to make or receive mobile phone calls in order to conduct official Council business, will be reimbursed the cost of such calls upon application to the CEO or his delegate.

Reimbursement to Council

Councillors or staff that have been paid an allowance in advance to travel for official business and they fail to meet the requirement of their approved travel will be liable to fully reimburse Council for all allowances received.

Overseas Travel

Overseas travel is to be approved by the Chief Executive Officer or by Council in the case of travel by the CEO. Council will also pay for the following:

- Travel insurance
- Visa fees (including medical fees if required as part of a visa application)
- International exchange fees (cost of exchanging money)

If an officer is travelling to a country where a corporate credit card is not readily used, the officer may take cash in the appropriate currency with them, upon approval from the Chief Executive Officer. All receipts must be provided to Council upon return and the amounts reconciled. If the officer travels to a country where tipping is customary and not included on receipts, the officer must keep a note of these expenses and show that only reasonable costs were incurred. Any additional expenses will only be paid, with the approval of the Chief Executive Officer.



MAPOON ABORIGINAL SHIRE COUNCIL
Councillor and Staff Travel Allowance Policy

RESOLUTION NO. Version 3.0

5. Inclusions and exclusions

- Nil.

6. Relevant Legislation

- Local Government Act 2009
- Local Government Regulation 2012
- ATO Determination TD 2021/6 2021-2022

7. Variations

MASC reserves the right to vary, replace or terminate this policy from time to time.

8. Related Policies and Procedures

- MASC Corporate Card Policy
- MASC Procurement Policy



MAPOON ABORIGINAL SHIRE COUNCIL
Councillor Expense Reimbursement Policy
Resolution Number C??/2022

This an official copy of the **Councillor Expenses Reimbursement Policy** of **Mapoon Aboriginal Shire Council (MASC)**, made in accordance with the provisions of Local Government Act and Regulations, Public Records Act, Mapoon Aboriginal Shire Council's Local Laws, Subordinate Local Laws, and current Council Policies.

The Councillor Expense Reimbursement Policy is a Statutory Policy.

Statutory policies are prepared in response to legislative requirements and mandate employee behaviour. This Policy is approved by the Mapoon Aboriginal Shire Council for the guidance of Council and Council staff.

DOCUMENT VERSION CONTROL			
VERSION	DATE	RESOLUTION N°.	DETAILS
1.0	16/01/2018	08/2018	Responsible Officer: Corporate Services Manager Policy Type: Statutory Policy
2.0	16/06/2020	116/2020	Responsible Officer: Governance Manager Policy Type: Statutory Policy
3.0	21/06/2022		Transferred to new format Responsible Officer: Office Manager Policy Type: Statutory Policy
			Recommended Review Date – June 2023



MAPOON ABORIGINAL SHIRE COUNCIL
Councillor Expense Reimbursement Policy
Resolution Number C??/2022

Councillor Expenses Reimbursement Policy

1. Introduction/Policy Statement

This Policy applies to the Mayor and Councillors and is made pursuant to section 250 of the Local Government Regulation 2012.

The purpose of this policy is to set the parameters to authorise payment of reasonable expenses incurred, or to be incurred, by Councillors.

2. Policy Scope

This policy provides for payment of reasonable expenses incurred, or to be incurred, by Councillors for discharging their duties and responsibilities as Councillors and for the provision of facilities to Councillors for that purpose.

3. Definitions

Official Council Business - Activities conducted on behalf of MASC where a Councillor is required to undertake certain tasks to satisfy legislative requirements or achieve business objectives for the MASC. Official MASC business should result in a benefit being achieved, either for the Local Government and/or the local community.

This includes:

- i) Attendance at Council, Portfolio and Briefing meetings;
- ii) Attendance at prescribed Local Government training activities/workshops, seminars, and conferences;
- iii) Attendance at civic ceremonies and community events where a formal invitation has been received inviting Councillors in their capacity to undertake official duty;
- iv) Attendance at public meetings, annual meetings or presentation dinners where invited as a Councillor;
- v) Attendance at meetings of community groups where appointed as a MASC delegate to the group or invited to speak about MASC programs and activities;
- vi) Attendance at private meetings with constituents, where arranged through official MASC channels and details of discussions are documented in official records or diaries;
- vii) Attendance at civic functions on behalf of the Mayor;
- viii) Attendance at organized meetings/deputations/inspections/community consultations on a one-off basis; and
- ix) Attendance at organized meetings pertaining to a meeting of a community organization where a delegate of the MASC has not been appointed to attend or is unavailable to attend.



MAPOON ABORIGINAL SHIRE COUNCIL

Councillor Expense Reimbursement Policy

Resolution Number C??/2022

Reasonable - Councillors must make sound judgements and consider what is prudent, responsible and acceptable to their communities when determining reasonable levels of expenditure.

Expenses - MASC will reimburse Councillors for their reasonable and necessary expenses incurred or to be incurred when discharging their duties as Councillors e.g., Flights, car hire, accommodation, meals and associated registration fees.

Professional Development - Attendance at workshops, courses, seminars and conferences that improve Councillor's skills relevant to the role of a Councillor. **Mandatory Professional Development** is the title that applies when the MASC resolves that all Councillors must attend the event. **Discretionary Professional Development** is the title used to describe all professional development that is not Mandatory Professional Development.

4. Policy Statement

MASC will reimburse Councillors for expenses as set out in this policy. In addition to the expenses expressly referred to in the section of this Policy headed Expense Categories, the MASC will reimburse other expenses that are necessarily incurred to allow the participation of Councillors who experience unusual barriers to participation, such as a disability or cultural responsibilities.

5. Expense Categories

1. Professional Development

MASC will reimburse expenses incurred for:

- i) All mandatory professional development; and
- ii) Discretionary professional development up to a maximum of \$5,000 (indexed annually to CPI) during a single Local Government term.

2. Travel as required to represent Council

MASC will reimburse local, interstate and overseas travel expenses deemed necessary to achieve the business of MASC when:

- i) A Councillor is acting as an official representative of Council; and
- ii) The activity/event and travel have been endorsed by resolution of Council.

3. Travel bookings

All Councillor travel approved by Council will be booked and paid for by MASC. Economy class is to be used where possible, although MASC may approve Business Class in certain circumstances.



MAPOON ABORIGINAL SHIRE COUNCIL
Councillor Expense Reimbursement Policy
Resolution Number C??/2022

- (i) Airline tickets are not transferable and can only be procured for the Councillor's travel on MASC business. They cannot be used to offset other unapproved expenses (e.g., Cost of partner or spouse accompanying the Councillor).

4. Private vehicle usage

Payment for use of the Councillor's private vehicle on MASC business will be reimbursed to the Councillor on a kilometre rate as set out in the Australian Taxation Office 'Allowable deductions for Motor Vehicles'.

In other circumstances, Councillor's private vehicle usage will be reimbursed by MASC if the:

- i. Travel has been endorsed by Council resolution;
- ii. Total travel claim does not exceed the cost of the same travel using Economy flights plus the cost of taxi transfers.

NOTE: Any fines incurred while travelling in Council-owned vehicles or privately-owned vehicles when attending to MASC business will be the responsibility of the Councillor incurring the fine.

5. Accommodation

All Councillor accommodation for MASC business will be booked and paid for by MASC. Accommodation should be selected that provides:

- MASC with the best price value; and
- Convenient to the conference/meeting Councillors will be reimbursed for the actual cost of meals when:
 - (i) The Councillor incurs the cost personally.
 - (ii) The meal was not provided within the (registration) costs of the approved activity/event/travel.
 - (iii) The Councillor can produce documents sufficient to verify the actual meal cost.
 - (iv) The meal was not included as part of the accommodation booking.
- All room service expenses will not be reimbursed or paid for by MASC.

6. Hospitality Expenses

Council will reimburse costs of meals for a Councillor when:

- (i) The Councillor incurs the cost personally and did not receive Travel Allowance;
- (ii) The meal was not provided within the registration costs of the approved activity/event; and/or during an approved flight; and
- (iii) The following limits apply to the amount MASC will reimburse for meals:
 - Breakfast \$29.20/day
 - Lunch \$32.85/day



MAPOON ABORIGINAL SHIRE COUNCIL
Councillor Expense Reimbursement Policy
Resolution Number C??/2022

- Dinner \$56/day

The Mayor will be reimbursed up to \$1,000 per annum for hospitality expenses deemed necessary in the conduct of MASC business.

Note: If a Councillor cannot produce a receipt for a meal, they have purchased then a Statutory Declaration must be completed to claim the reimbursement. No alcohol will be paid for by MASC.

6. FACILITIES CATEGORIES

All facilities provided to Councillors remain the property of Council and must be returned to Council when a Councillor's term expires.

- Administrative tools will be provided to Councillors as required to assist Councillors in their role. Administrative tools include:

<ul style="list-style-type: none"> (i) Office space and meeting rooms (iii) Computers/iPad with internal access (v) Stationery (vii) Facsimile machines (ix) Use of Council landline telephones and internet access in Council offices. 	<ul style="list-style-type: none"> (ii) Mobile Phone (Mayor Only) (iv) Access to photocopiers (vi) Printers (viii) Publications (x) Councillors will be reimbursed \$50.00 per month for mobile phone usage.
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7. VARIATION

MASC reserves the right to vary, replace or terminate this policy from time to time.

8. RELEVANT LEGISLATION

Section 250(1) of the Local Government Regulation 2012 states that a local government must adopt an Expenses Reimbursement Policy for Elected Members. Section 249(2) of the Local Government Regulation 2012 requires that the policy is to provide for the following: (a) Payment of reasonable expenses incurred, or to be incurred, by Councillors for discharging their duties and responsibilities as Councillors; (b) Provision of facilities to the Councillors for that purpose. Section 186(b) of the Local Government Regulation 2012 requires Council's annual report to contain details of "the expenses incurred by, and the facilities provided to, each Councillor during the financial year under the local government's expenses reimbursement policy.

7.5 EXECUTIVE MANAGER OF INFRASTRUCTURE AND WORKS REPORT

Author: Tom Smith, Executive of Infrastructure & Works

Authoriser: Tim Rose, Acting CEO

Attachments: Nil

PURPOSE OF REPORT

Present to Council a report of program performance and operational actions for the previous month.

BACKGROUND

Council has several larger projects currently under construction which are at various stages of completion.

DISCUSSION**WORKS ACTIVITIES TO DATE:**

Social Housing blocks:	<ul style="list-style-type: none"> • Fencing completed to 3 sides all blocks • Inground plumbing installed all blocks • 5 house slabs poured • Block work to 5 houses completed • Corefil completed to 5 houses • Trusses installed on 5 houses • Roof sheets installed on 5 houses • Windows on site ready for installation • Floor topping completed to 5 bathrooms ready for tiles. • Ceiling battens installed to 5 dwellings ready for sheeting • External decoration to 5 house underway • Windows installed to 5 houses • Floor tiling completed to 5 houses • All ceiling sheeting completed • 2nd fix plumbing underway to all house • Painting 90% to each house • Front fences under Construction • Electrical Fit off completed 100% • Kitchen installation 60%
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Old Cemetery	<ul style="list-style-type: none"> • New panels ordered for 3 sides front and 2 short sides. • Delivery expected end of May 2022 • Panels have not yet arrived expected June ?
Building Our Regions 5 (BoR 5) Paanja Lodge Cabins: Building Our Regions 5 (BoR 5) Paanja Lodge Cabins (Continued)	<p>In relation to all four units</p> <ul style="list-style-type: none"> • Walls external are 100% complete, • Windows are 100% complete, • Trusses, roof sheeting and gutters are 100% complete, • External doors to Lock-up 100% complete, • Internal all battening and blocking 100% complete, • First fix electrical 100% complete, • First fix Plumbing 100% complete, • In Ground Plumbing 90 % complete, • Internal door frames 100% complete, • Installation of fencing 90% complete, • External decking 100% complete, • Internal Plaster boarding 100% complete, • Kitchen/wardrobe manufacture 100% complete, • Concrete works driveways and carparks 100% complete, • Bathrooms 100% complete, • Tiling 100% complete, • Construction of carpark/solar power support 100% complete.

	<ul style="list-style-type: none"> • Internal decoration 100% complete, • Floor coverings 100% complete, • Second fix electrical internal 100% • Dog boards 100% complete • External handrails 100%complete • grass seed has been spread. • Remaining parts are with Seaswift in cairns and due for delivery. • Furniture installed to all units. • Handrails installed • Shower screens installed • Stoves and defects completed. • Still waiting for Certification. • Turf order is expected in May. • Final paperwork/claim underway • Turf completed • Paperwork underway
The Works for Queensland (W4QLD 20-21) Store Project:	<ul style="list-style-type: none"> • Pad filling is complete compaction is achieved. • 90 piles have all been installed. • Under slab works underway. • 8 slabs formed and poured. • Building main frames under construction. • Store erection underway • Main building stood • Outer building under construction

<p>The Works for Queensland (W4QLD 21-23) Council Extension</p>	<ul style="list-style-type: none"> • Architect design complete. • Futures IT are recommending tech to enable facility 24/7 comms during an event. • Delay with Tender now going to market in June for award in July and a construction start date of Late July early August.
<p>The Works for Queensland (W4QLD 19-21) Cultural Centre:</p>	<ul style="list-style-type: none"> • Roof purlins 100% complete, • Wall framing 100% complete, • Roof sheeting 100% complete, • Electrical first fix 100% complete, • Plumbing first fix 100% complete, • Aircon first fix 100% complete, • All internals' walls and suspended ceilings 100% complete. • Plaster boarding and setting 100% complete, • External wall sheeting 100% complete, • Joinery manufacturer 100% complete, • Café fit out manufacture 100% complete, • Gates and railing 100% complete, • Painting 95% complete, • Floor topping 100% complete. • Floor covering 100% • Joinery installation 95% • Stainless café fit out 100% • Second fix plumbing 100%

	<ul style="list-style-type: none"> • Electrical second fix 100% • Aircon second ix 100% • Security system 100% • Cabinetry for library 45% • Plumbing fit off 70% • External railings 100% • Landscaping 50% • Turf expected May • Builder clean underway • Counters to Library installed • Plumbing fit off Complete • Septic system installed • Turf has arrived and laid.
Splash Park	<ul style="list-style-type: none"> • No Current problems Shade sails will be refitted once repairs are completed
Toilet Blocks Blanco Park and Cullen point	<ul style="list-style-type: none"> • Both toilets to have a re-paint prior to tourist season. • Having problems getting trades works should be done by the end of June.
Social Housing blocks Stage 2:	<ul style="list-style-type: none"> • Funding agreement signed • planning to clear next 6 blocks at the end of June early July and commence Designs for the current allocation 3x3bed and 2x4bed
New Transfer Station	<ul style="list-style-type: none"> • DA currently underway • Survey works delivered

	<ul style="list-style-type: none"> • Site pick up will be used to complete DA and design • Design commenced • Still awaiting DA for Council Approval. • Finalising construction drawings. • Preston Law Finalising Planning
QBuild Maintenance:	<ul style="list-style-type: none"> • Currently up to date and invoicing continuing.
QBuild Upgrades:	<ul style="list-style-type: none"> • Upgrade works to lot 56 underway • Installation of the stair cover for lot 41 Done. • Decking at 57 nearing completions. • Renovations to lot 10 Underway • Ramp at lot 36 underway.
AMO EHW:	<ul style="list-style-type: none"> • Water supply excellent and usage averaging 400,000 – 510,000 litre per day due to the Dry season approaching and Council Sprinklers have be reconnected. • Stock for water treatment plentiful. • During the water road show some minor problems were noticed with the new water tank and SCADA system these problems are being rectified now. • Community Animal audit being delivered in June 2022. • Vet visit planned for the 3rd week of July 2022
Grant Applications submitted and underway	<ul style="list-style-type: none"> • Drinking water bottling plant business case 50% RIO 50% Deadly Innovations \$56,000

<p>Successful Grant applications</p>	<ul style="list-style-type: none"> • ILSC Grant Program Rolling fund – barge and Cullen Point Development/Business case in development (Commenced) • Reports and acquittals • Milestone 3 for the BoR R05 MAPO 0083 - Mapoon Short Stay Accommodation – Stage 3 project • QDEP Barra Bash 2021 Final Report • New Grant Opportunities • Road Re-seal 10K \$1.2m • Boundary Fence 15k • Cemetery • Paanja Festival 2023 • Car and waste shredder-business opportunity • Tourism marketing strategy and signage • BoR Round 6 Mapoon sewerage works, and water recovery facility detailed design -\$300,000.00. dated 3 June 2022
<p>Workshop</p>	<ul style="list-style-type: none"> • Vehicle Services up to date. • Generator maintenance up to date. • Fuel bowsers calibrated. • Currently putting documents together for Localbuy RFQ for this year's replacement Vehicles

RECOMMENDATION

That the Report of the Executive Manager of Infrastructure and Works be received and noted.

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7.6 RECONFIGURING OF LOT 128 SP321487 TO CREATE FIVE (5) RESIDENTIAL LOTS 184-188, NEW ROAD (CUMBINA STREET) AND BALANCE LOT 128

Author: Tom Smith, Executive of Infrastructure & Works

Authoriser: Tim Rose, Acting CEO

Attachments: Nil

PURPOSE OF REPORT

Development application (section 51 of the planning act 2016) for proposed development: reconfiguring a lot, operational works and boundary set back dispensation at Cumbina Street, located off Weipa Mapoon road, Mapoon

BACKGROUND

Section 63 of the planning act 2016, development permit for reconfiguring a lot (1 into 5 residential lots, new road (Cumbina Street) and balance lot, operational works (vegetation clearing) and boundary setback amendment on weipa Mapoon road, Mapoon 128 sp316345

Strategic Considerations

Aboriginal Shire Council Corporate Plan 2020-2024	Mapoon Aboriginal Shire Council Operational Plan
A copy of the Corporate Plan can be viewed at link: https://www.mapoon.qld.gov.au/corporate-documents	Not Available Mapoon

Budget, Financial and Resource Implications

The application does not trigger infrastructure charges under Council's Local Government Infrastructure Plan (LGIP).

Asset Management

Not Applicable

Executive Summary

Council is in receipt of a development application for:

- I. Reconfiguring a Lot 128 SP321487 to create five (5) Residential Lots 184-188, New Road (Cumbina Street) and Balance Lot 128;
- II. Operational Works (Vegetation Clearing); and
- III. Boundary Setback Dispensation (to residential houses from all boundaries).

(refer to Attachments A-C)

The proposed development site is located within the Township Zone (High Rise Precinct) and the Environmental Management and Conservation Zone within the Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019).

It is noted that the area located within the Environmental Management and Conservation Zone is not the subject of future residential development and is intended to become a balance lot post subdivision. The application is a Code Assessable application in accordance with the provisions of the Planning Scheme and the *Planning Act 2016*.

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

Application & Site Details Summary	
Applicant:	Mapoon Aboriginal Shire Council c/- RPS Australia East Pty Ltd (RPS).
Proposed Development:	<ul style="list-style-type: none"> Reconfiguring a Lot (128 SP321487) to create five (5) Residential Lots 184-188, New Road (Cumbina Street) and Balance Lot 128; Operational Works (Clearing of Vegetation); and Boundary Setback Dispensation (to residential houses from all boundaries).
Type of Approval sought:	Development Permit
Street Address:	Lot 128 off Weipa Mapoon Road, Mapoon
RP Description:	Lot 128 SP332603 See New Survey Plan (Plan of Lots 128 & 184-188 on SP333329 cancelling Lot 128 SP332603 Attachment D)
Land Area:	Lot 128 prior to subdivision 141.4642 ha New proposed Lots: Balance Lot 128: 139.3321ha Lot 184: 3,021m ² Lot 185: 3,733m ² Lot 186: 3,200m ² Lot 187: 3,200m ² Lot 188: 3,099m ² New Road (Cumbina Street – no m ² - see New Survey Plan (Plan of Lots 128 & 184-188 on SP333329 cancelling Lot 128 SP332603 Attachment D)
Existing Use of Land:	Vacant land with frontage to Weipa Mapoon Road
Local Plan Summary	
Local Plan:	Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)
Zoning:	Township Zone (High Rise Precinct)
Codes	<ul style="list-style-type: none"> Reconfiguring a Lot Code Township Zone Code Operational Works Code Natural Hazard Overlay Code

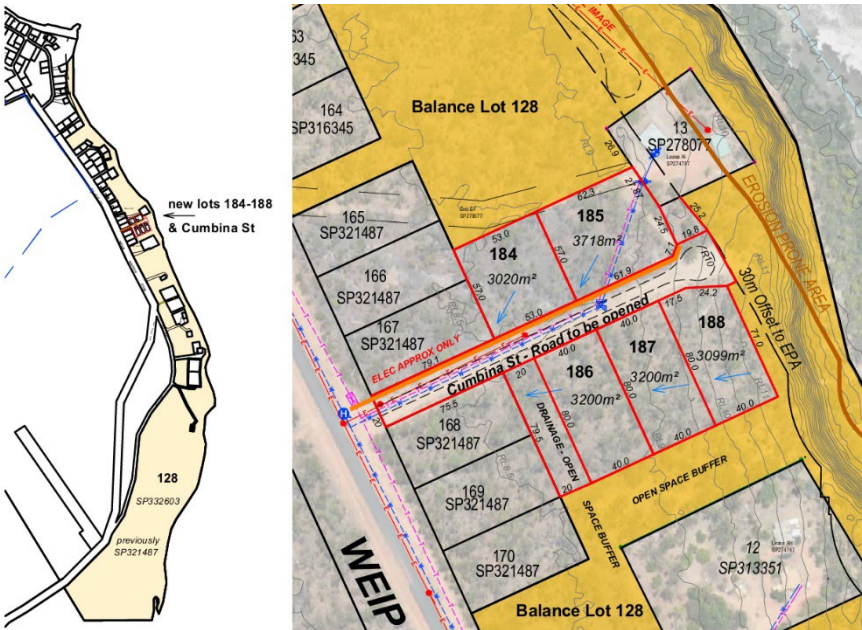
Application & Site Details Summary	
	<ul style="list-style-type: none"> Environmentally Significant Areas Overlay Code
Level of Assessment:	Code Assessment
Consultation:	N/A

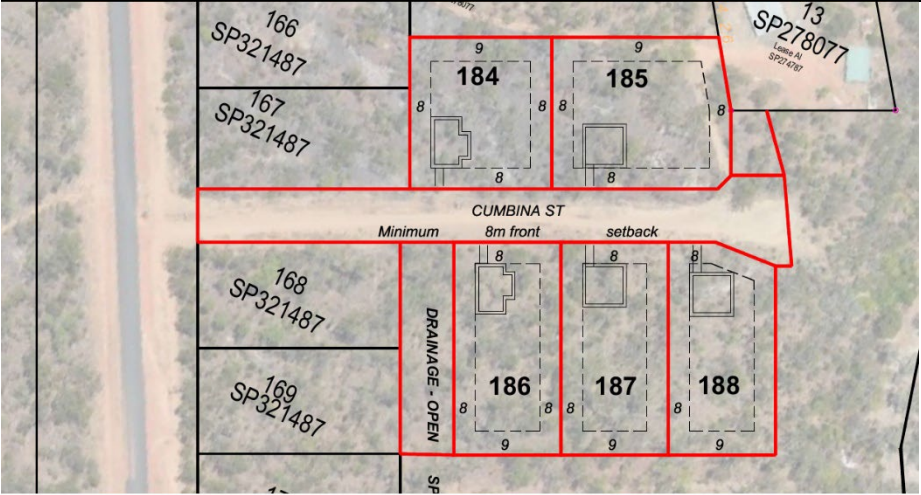
Master Plan Summary	
Master Plan:	Mapoon Master Plan Amendment, Version 2 dated 15 December 2020
Land Use:	Residential (Western Precinct)
Assessment:	Subject Site identified and mapped for future Residential Subdivision.
State Requirements Summary	
DA Mapping:	Coastal Protection: <ul style="list-style-type: none"> Coastal Management District Coastal Area – Erosion Prone Area (not triggered as the development is not within 30m of the Erosion Prone area) Coastal Area – Medium Storm Tide Inundation Area Coastal Area – High Storm Tide Inundation Area Water Resources: <ul style="list-style-type: none"> Great Artesian Water Resource Plan Area Native Vegetation Clearing: <ul style="list-style-type: none"> Regulated Vegetation Management Map (Category A and B)
Pre-lodgement:	Coastal Protection, Water Resources and Native Vegetation Clearing not referred to SARA.
Referral:	No Referral Required as the development is compliant with SPP and DAMS triggers.
State Development Assessment Codes	Walkable Neighbourhoods assessment benchmarks under Schedule 12A of the Planning Regulation (RaL into 2 or more residential lots where at least one road is created).

IMPACT ASSESSMENT CONSULTATION	
Consultation Period:	N/A
Submissions:	N/A
Assessment:	N/A

The development intent is to create a residential subdivision of five (5) lots for Permanent Residential Accommodation Activities within the Township Zone and is inclusive of the following proposals:

Current Lot	Proposal	Result
Reconfiguring a Lot		

Current Lot	Proposal	Result
<p>Lot 128 SP332603</p>	<p>The proposal seeks to Reconfigure Lot 128 SP332603 (see below Figure 1 and Plan of Lots 128 & 184-188 on SP333329 cancelling Lot 128 SP332603 Attachment D) to create:</p> <ul style="list-style-type: none"> • Five (5) Residential Lots numbered 184-188 with: <ul style="list-style-type: none"> ○ Lot 184: 3,021m² ○ Lot 185: 3,733m² ○ Lot 186: 3,200m² ○ Lot 187: 3,200m² ○ Lot 188: 3,099m² • New Road (Cumbina Street) located off Weipa Mapoon Road (to operate as a road with Council; and • One (1) Balance Lot 128: 139.3321ha <p>*Note: The adjoining lot 13 SP278077 at the end of proposed Cumbina St is serviced by an access track, water, electricity and Telstra services. A second track also provides access from Weipa Mapoon Road across the rear of lots 184-188 to Lot 13. Currently a proposed easement EF SP278077 is proposed to be created by others to provide services and legal access to lot 13. This access is to be abandoned in favour of a new connection to Cumbina Street adjacent to lot 185.</p>  <p>Figure 1 Reconfiguration of Lot 128 SP332603 proposal (development area showed in red)</p>	<p>Decision Notice</p> <p>Registration of final survey plan.</p>
Operational Works (Clearing of Vegetation)		
<p>Lot 128 SP332603</p>	<p>Clearing of Vegetation in stages as and when development of the 5 allotments and new road are planned.</p>	<p>Decision Notice</p>

Current Lot	Proposal	Result
Setback Dispensation (to residential houses from all boundaries).		
Boundary Setback Amendment (to residential houses from all boundaries).	Required Residential buildings and Structures Setbacks (Roof Height 5 m)	Proposed Residential buildings and Structures Setbacks (see below Figure 3 Proposed Setback Plan).
	Road Boundary Setback "At least 6m from road boundary or the same distance as dwellings next door"	Proposed Road Boundary Setback Complies with at least 8m from road boundary proposed.
	Side Boundary Setback "At least 10m from side boundary (where defined) where the building is between 4.5m and 7.5m in height"	Proposed Side & Rear Boundary Setback Does Not Comply – Boundary Setback Amendment required as at least 8m from side boundary is proposed and 9m from the Rear Boundary as noted in Figure 3 below.
	Adjoining Dwelling Setback "10m from any adjoining dwelling".	Proposed Adjoining Dwelling Setback Complies with at least 8m side boundary proposed.
	 <p>Residential buildings and structures are setback:</p> <ol style="list-style-type: none"> (1) At least 8m from road boundary; and (2) At least 8m from side boundary; and (3) At least 9m from rear boundary <p>Setbacks are calculated to Outer Most Projection.</p> <p>Typical Housing Footprints shown are indicative only and shown at 8m front setback.</p> <p>Figure 3 Proposed Setback Plan</p>	
	Decision Notice and Amended Setback Plan subject to Council Approval and adoption.	

The proposal is considered to be consistent with the following relevant overall outcomes of the

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019), in particular the proposal:

- Is providing additional housing opportunities within the Mapoon community

- is conveniently located close to existing services already established in Mapoon.
- is likely to generate short-term construction employment opportunities.
- has assessed and mitigated potential risk associated with natural hazards (flood, bushfire and coastal hazards).
- mitigates potential risk to birds and fauna resulting from removal of vegetation including the requirement for Habitat Assessment by a suitably qualified Habitat Assessor and or Mapoon Land and Sea Rangers and associated activities to reduce impact.
- has identified that the subdivision is able to access Water Supply, Sewer, Electricity, Lighting and Telecommunications efficiently as there are existing services in the surrounding areas.

For Council Decision – Recommendation

That Council approve:

A Development Permit for:

- I. Reconfiguring of Lot 128 SP321487 to create five (5) Residential Lots 184-188, New Road (Cumbina Street) and Balance Lot 128;
- II. Operational Works (Vegetation Clearing); and
- III. Boundary Setback Dispensation (to residential houses from all boundaries).

Subject to the below conditions:

CONDITIONS OF APPROVAL	TIMING
<p>(1) Administration</p> <p>1.1 The developer is responsible to carry out the approved development and comply with relevant requirements in accordance with:</p> <p>1.2 The specifications, facts and circumstances as set out in the application submitted to Council, including recommendations and findings confirmed within relevant technical reports;</p> <p>1.3 The development must unless stated, be designed, constructed, and maintained in accordance with relevant Council policies, guidelines, and standards and with the relevant design guidelines in the Far North Queensland Regional Organisation of Councils (FNQROC) Development Manual;</p> <p>1.4 The conditions of approval, the requirements of Council's Planning Scheme and best practice engineering.</p>	At all times
<p>(2) Currency Period</p> <p>2.1 The currency periods applicable are:</p> <p>2.2.1 Reconfiguring a Lot is 4 Years</p> <p>2.2.2 Operational Works is 4 Years</p>	As per condition
<p>(3) Approved Site Drawings/Plans</p> <p>3.1 The development of the site is to be generally in accordance with the following plans that are to be the approved Plans of Development, except as altered by any other condition of this approval:</p>	At all times

CONDITIONS OF APPROVAL

TIMING

Plan / Document Name	Drawing Number	Date/DWG
Mapoon Aboriginal Shire Council Proposed Lots 184-188 & new road Cumbina Street & balance lot 128 Cancelling Lot 128 SP332603 prepared by RPS	PR151629-2	13/04/2021
Mapoon Aboriginal Shire Council Proposed Setback Plan for Lots 184-188 Cumbina Street prepared by RPS	PR151629-5	13/04/2021
Plan of Lots 128 & 184-188 Cancelling Lot 128 on SP332603	SP333329	18/05/2022

3.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.

3.3 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for endorsement by Council.

(4) Construction

At all times

4.1 Any construction work associated with this development shall be carried out in accordance with sound engineering practice.

4.2 No nuisance is to be caused to adjoining properties by way of smoke, dust, stormwater discharge or siltation of drains, at any time, including non-working hours.

4.3 Where material is to be carted to or from the site, loads are to be covered to prevent dust or spillage.

4.4 Where material is spilled or carried on to existing roads or shared paths, it is to be removed forthwith so as to restrict dust nuisance and ensure traffic safety.

4.5 Stormwater will be managed during construction in accordance with FNQROC Development Manual standards and a Soil and Erosion Management Plan.

4.6 A Traffic Management Plan is to be completed prior to commencement of construction and to the satisfaction of the Chief Executive Officer.

Prior to commencement of construction.

(5) Damage to Infrastructure

At all times

5.1 In the event that any part of Council's infrastructure is damaged as a result of work associated with the development, Council must be notified immediately of the affected infrastructure and have it repaired or replaced, at no cost to Council.

5.2 All works must be completed prior to the issue of a Compliance Certificate, Building Act.

CONDITIONS OF APPROVAL	TIMING
<p>(6) Drainage</p> <p>6.1 The surface drainage must be catered for in a manner that lessens possible impacts in receiving areas.</p> <p>6.2 Any works as a result of the development must not interfere with natural stormwater flow over or through the land.</p> <p>6.3 A Drainage Management Plan must be provided, compliant with FNQROC Development Manual standards, Council's standard engineering specifications and to the satisfaction of the Chief Executive Officer.</p>	<p>At all times</p> <p>Prior to the start of any works on the site.</p>
<p>(7) Infrastructure Services</p> <p>7.1 Road and shared paths are to be provided in accordance with FNQROC Development Manual standards and sound engineering practice.</p> <p>7.2 Water Supply connection or suitable alternative adequate water supply must be provided to sites in accordance with FNQROC Development Manual standards or demonstrate that such is already in existence.</p> <p>7.3 Sewer connection or suitable alternative on-site treatment in accordance with FNQROC Development Manual standards must be provided to sites or demonstrate that such is already in existence.</p> <p>7.4 Electricity provision certificate must be provided to the Local Authority.</p> <p>7.5 Lighting is to be provided in accordance with FNQROC Development Manual standards and sound engineering practice and to the satisfaction of the Chief Executive Officer.</p> <p>7.6 Telecommunications provision certificate or declaration of exemption must be provided to the Local Authority.</p>	<p>At all times.</p>
<p>(8) Fire Hydrants, Fire Management and Emergency Access</p> <p>8.1 Fire Hydrants are to be installed and located to enable fire services to access water safely, effectively, and efficiently.</p> <p>8.2 Fire Hydrants are to be suitably identified so that fire services can locate them at all hours.</p> <p>8.3 Road widths, and construction within the development are to be adequate for fire emergency vehicles to gain access to a safe working area.</p> <p>8.4 Fire Services are to be provided in accordance with FNQROC Development Manual standards and the water supply must be reliable and have sufficient flow and pressure requirements for fire-fighting purposes.</p>	<p>Prior to use of site.</p> <p>At all times</p>
<p>(9) Access and Parking</p> <p>9.1 Access must be provided/constructed in accordance with FNQROC Design Standards or Council's standard engineering specifications and to the satisfaction of the Chief Executive Officer or demonstrate that such is already in existence.</p>	<p>Prior to use of the site.</p>

CONDITIONS OF APPROVAL	TIMING
<p>(10) Staged Development</p> <p>10.1 The development can be undertaken in stages generally in accordance with the approved Plans of Development.</p>	As per condition
<p>(11) Clearing of Vegetation</p> <p>11.1 The following is to be undertaken to manage the habitat disturbance when cleared for development:</p> <ul style="list-style-type: none"> • The sites are to be inspected by the Mapoon Land & Sea Rangers for habitat assessment prior to vegetation clearance. • Suitable nearby habitat is to be identified by the Mapoon Land & Sea Rangers for displaced fauna and flora. • Spotter catching by the Mapoon Land & Sea Rangers prior to and during clearing activities to relocate fauna and flora where possible. 	Prior to and during clearing of site
<p>(12) Street Trees</p> <p>12.1 At least one street tree is to be planted every 15m on each side of the new road.</p>	At all times
<p>(13) Footpaths</p> <p>13.1 A footpath is to be constructed and maintained on at least one side of the new road.</p>	At all times

Reasons for Decision

As discussed within this report, the proposed development is considered to be consistent with the following relevant overall outcomes:

- Is providing additional housing opportunities within the Mapoon community
- is conveniently located close to existing services already established in Mapoon.
- is likely to generate short-term construction employment opportunities.
- has assessed and mitigated potential risk associated with natural hazards (flood, bushfire and coastal hazards).
- mitigates potential risk to birds and fauna resulting from removal of vegetation including the requirement for Habitat Assessment by a suitably qualified Habitat Assessor and or Mapoon Land and Sea Rangers and associated activities to reduce impact.
- has identified that the subdivision is able to access Water Supply, Sewer, Electricity, Lighting and Telecommunications efficiently as there are existing services in the surrounding areas.

Historical Information

The subject site is vacant land.

Policy Implications

Nil

Risk Management Implications

Statutory Environment*Planning Act 2016**Planning Regulation 2017*

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Cape York Regional Plan

Consultation

Chief Executive Officer, Mapoon Aboriginal Shire Council

Attachments	
Attachment A	Development Application Assessment
Attachment B	Proposed Lots 184-188 & new road Cumbina Street & balance lot 128
Attachment C	Proposed Setback Plan for Lots 184-188 Cumbina Street
Attachment D	Plan of Lots 128 & 184-188 Cancelling Lot 128 on SP332603

Decision Making Period

Assessing and deciding on applications period as set in the *Planning Act 2016* and *Development Assessment Rules* (s.60 & 61(3));

- 10 Business Days for a Confirmation Notice from date after receiving an application; and
- 40 Business Days for a Referral Response from date after referral of an application; and
- 35 Business Days from date of Referral Response received or impact consultation completed the application must be assessed and a decision made.
- 5 Business Days from date of a decision made the Decision Notice must be mailed out.

Note: Public Holidays and close down periods are excluded from Business Days.

PLEASE NOTE

If no decision has been made within the relevant Decision-Making period, the application is Deemed Approved with Ministers Conditions applicable.

IDAS item	Date
Application lodged with Council	10/05/2022
Action Notice Issued	N/A
Confirmation Notice Issued	10 May 2022
<i>Referrals Information Received</i>	N/A
<i>Impact Consultation period</i>	N/A
<i>Planning Act 2016 - Decision Making Period Concludes</i>	28/06/2022
Applicant agreed Decision Making Period Extension concludes	n/a
Council Meeting	21/06/2022
Decision Notice preparation and mail-out Period Concludes	28/06/2022

Assessment against Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment 2019).

The development proposal is assessable under the Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019).

The Assessment Manager is the Mapoon Aboriginal Shire Council as determined by Schedule 8 of the *Planning Regulation 2017*. Under the *Planning Act 2016*, Reconfiguring of Lot 128 SP321487 to create five (5) Residential Lots 184-188, New Public Gazetted Road (Cumbina Street) and Balance Lot 128); Operational Works (Vegetation Clearing); and Boundary Setback Amendment (to residential houses from all boundaries) are determined to be **Code Assessable**.

The application was reviewed against the Development Assessment Rules to assess whether the application triggered referral agency assessment. The Development Applications Management System (DAMS) was checked for mapped triggers of which the below are mapped, however no referral has occurred.

Matters of Interest Triggered but not referred:

Trigger	Reason for non-referral
Coastal Protection: <ul style="list-style-type: none"> Coastal Management District Coastal Area – Erosion Prone Area Coastal Area – Medium Storm Tide Inundation Area Coastal Area – High Storm Tide Inundation Area 	Not referred required as all proposed new boundaries of the lots and new road are more than 30m from the Erosion Prone Area.
Water Resources: <ul style="list-style-type: none"> Great Artesian Water Resource Plan Area 	Water runoff associated with the future use of the development site for residential purposes is not likely to generate risk to the aquifer. The following conditions will be applied to ensure the aquifer is not contaminated: <ul style="list-style-type: none"> Stormwater will be managed during construction in accordance with FNQROC Development Manual standards and a Soil and Erosion Management Plan. The surface drainage must be catered for in a manner that lessens possible impacts in receiving areas. A Drainage Management Plan must be provided, compliant with FNQROC Development Manual standards, Council’s standard engineering specifications and to the satisfaction of the Chief Executive Officer.
Native Vegetation Clearing <ul style="list-style-type: none"> Regulated Vegetation Management Map (Category A and B) 	The land is zoned Township and contains remnant vegetation (least concern). Under State Vegetation laws clearing of vegetation is already Exempt Clearing under Planning Act Schedule 21 Part 2 Item 2 (g) “urban purposes in an Urban Area”. Note: Vegetation Clearing is assessable under the Planning Scheme and is Code Assessable – Operational Works Code. For the Cumbina Street lots, the land is mapped as “MSES Regulated Vegetation MSES Species Threatened (endangered or vulnerable) thereby triggering the Environmentally Significant Areas Overlay Code.

Council as the Assessment Manager will undertake assessment of the application against the relevant codes making the decision pursuant to section 60 of the *Planning Act 2016*, are outlined in 45(3) and s26 to 28 of the *Planning Regulations 2017*.

An assessment against the applicable provisions of the Mapoon Aboriginal Shire Council Planning Scheme 2017 has been undertaken as reflected hereunder:

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Proposed Use	Zoning	Zone Codes	Overlay Codes
Residential	Township Zone (High Rise Precinct)	<ul style="list-style-type: none"> Township Zone Code Reconfiguring a Lot Code Operational Works Code 	<ul style="list-style-type: none"> Natural Hazard Overlay Code Environmentally Significant Areas Overlay Code

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Code	Purpose	Assessment
Township Zone Code	<p>The purpose of the Township Zone Code is to provide for small to medium size urban settlements. Development provides for a mix of uses including residential, retail, business, education, industrial, community purpose, recreation and open space that support the needs of the local community.</p> <p>The local government purpose of the code is to encourage and accommodate the establishment of predominantly urban activities in a logical and cost efficient manner within the Township Zone to service the current Mapoon community and the expected demands for future development.</p> <p>Township Zone provides opportunities for a range of land uses including business, residential (permanent and temporary) accommodation, service industries, recreational and community facilities along with associated network infrastructure.</p> <p>Maintaining suitable access for residents, protecting the character and amenity of our urban area and provide a mixture of housing</p>	<p>The proposal seeks to provide an additional five (5) Residential lots within the Township Zone and High Rise Precinct which will provide a mix of future housing options and residential dwelling choices to meet the needs of the local community.</p> <p>The proposal generally meets the acceptable outcomes of the Township Zone; however, it does seek a Boundary Setback Dispensation for all boundaries of the reconfigured five residential lots and associated future residential dwelling houses.</p> <p>The setback can be considered to be reasonable at 8m from side 9m from rear due to the fencing areas being cleared (10m is required under Planning Scheme and 9m to achieve a Bushfire Attack level of BAL29). The proposed amended setback plan requires adoption by Council to avoid the need for further applications to Council at accept a reduced setback.</p>

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Code	Purpose	Assessment
	to encourage homeownership among existing and returning residents is central to managing how Mapoon evolves.	<p>Electricity, water and telecommunication services are already located in the adjoining streets with lots 184 & 186 having existing electricity and Lots 185,187 & 188 requiring extension which can be considered to be adequate.</p> <p>Note: There are existing water and telecommunications services to Lot 13 crossing proposed lot 185. These services are to be relocated onto Cumbina Street prior to development occurring on lot 185 which is considered reasonable.</p> <p>Stormwater will be conditioned to be adequately managed during construction in accordance with basic FNQROC and a Soil and Erosion management plan.</p> <p>The proposal is to provide suitable pedestrian access including the provision of at least one footpath along Cumbina Street to Weipa Mapoon Road and be required to comply with FNQROC Design Standards or Council's standard engineering specifications.</p>
Reconfiguring a Lot Code	<p>The purpose of the reconfiguring a lot code is to:</p> <p>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; 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; protect areas of cultural heritage significance from inappropriate development; ensure that subdivision</p>	<p>The proposal intends to reconfigure Lot 128 SP321487 to create five (5) lots in the Township Zone. The proposed balance lot is located partly within the Township Zone and partly within the Environmental Management and Conservation Zone.</p> <p>The proposed development is in close proximity to existing services.</p> <p>The proposed Residential Lots can be considered to be positioned and designed to ensure that potential impacts of flood, bushfire, coastal hazards and landslide are minimised.</p>

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Code	Purpose	Assessment
	<p>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; make sure that new lots have suitable access to town services; make sure that development does not result in unnecessary and unreasonable impacts on the environmental values identified throughout the shire.</p>	<p>Allotment Sizes comply with the minimum requirements of the planning scheme.</p> <p>Access and onsite parking is provided via Cumbina Street and will be required to comply with FNQROC Design Standards or Council's standard engineering specifications.</p>
Operational Works Code	<p>The purpose of the operational works code is to:</p> <p>(a) Ensure that development is provided with adequate infrastructure and services;</p> <p>(b) Manage the impact of development on the environmental values identified throughout the shire.</p> <p>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.</p>	<p>The proposal can be considered to comply generally with the Operational Works Code in that risk has been mitigated where possible.</p> <p>The Operational Works can be considered reasonable as the intended use for the subject site for residential development has been recommended by the Mapoon community as published in the Mapoon Master Plan.</p> <p>The vegetation clearing is to be undertaken with appropriate onsite erosion and sediment control measures and will be staged on a lot by lot basis as housing is developed. This staged approach also contributes to minimising potential risk to animals and birds on the site.</p> <p>The proposal can be considered to be appropriate use of the land as it mitigates potential risk to birds and fauna resulting from removal of vegetation including the requirement for Habitat Assessment by a suitably qualified Habitat Assessor and or</p>

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Code	Purpose	Assessment
		Mapoon Land and Sea Rangers and associated activities to reduce impact.
Natural Hazard Overlay Code	<p>The purpose of the code is to protect the safety of people within the Mapoon Local Government Area and manage development outcomes to ensure that natural hazards, particularly related to flooding, bushfire and coastal hazards are identified and the risk to life, property and infrastructure is minimised in considering land use decisions.</p> <p>The purpose of the code will be achieved through the following overall outcomes: General (a) Our community can safely evacuate during times of disaster;(b) New development avoids the release of hazardous materials as a result of a natural hazard event. Natural Hazards (Flooding)(a) People and property are not put at extra risk from flooding events and the potential damage to property and infrastructure resulting from development adversely impacting flooding is minimised; (b) Development within the flood hazard overlay area is supported by the appropriate technical assessment that demonstrates that the development is capable of achieving the purpose of the code; (c) The establishment of 'new' housing in areas susceptible to flooding is not supported unless sufficient evidence can be provided to address localised flooding concerns and no alternative arrangements exist that can accommodate a similar proposal;(d) No 'new' allotments are created on land that is susceptible to flooding unless sufficient consideration and investigations have been completed to mitigate the risks posed by the natural hazard. Natural Hazards (Bushfire)(a) The establishment of 'new'</p>	<p>The proposal can be considered to comply generally with the Natural Hazard Overlay Code in that risk has been mitigated where possible.</p> <p>Bushfire: The subject site has been investigated for its acceptability for the establishment of new residential housing and risk of Bushfire. The subject site can be considered suitable for housing due to its proximity to the Weipa Mapoon Road, the Tri-sing Close to the north and the providing access to Lot 13 SP278077 and A-rae Street Close to the south providing access to Lot 12 SP278077 acting as a perimeter roads.</p> <p>Cumbina Street will provide a safe, constructed route to residents and emergency crews.</p> <p>Flood: The site ground levels are approximately RL8.5m (Cumbina St) which are above the storm tide level of 2.2m AHD and there are no watercourse/drainage lines affecting the development site which can be considered to be considered a reasonable use of the site.</p>

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Code	Purpose	Assessment
	<p>housing in areas susceptible to bushfire is not supported unless sufficient evidence can be provided to address the bushfire hazard and no alternative arrangement exists that can accommodate a similar proposal; No 'new' allotments are created on land that is susceptible to bushfire unless sufficient consideration and investigations have been completed to mitigate the risks pose by the natural hazard. Natural Hazards (Landslide)(a) Land within the planning scheme area is generally flat, however consideration of risk for landslide or slope stability will be important in particular locations adjacent to watercourses etc and should be managed to ensure suitable development outcomes. Natural Hazards (Coastal Protection)(a) Development in the 'high' storm tide inundation area is regulated to limit development there by maintaining the natural function of the coast and reducing the potential for impacts on the community, infrastructure & property; (b) The establishment of 'new' housing in areas susceptible to coastal inundation is not supported unless sufficient evidence can be provided to address localised flooding concerns and no alternative arrangements exist that can accommodate a similar proposal; and (c) No 'new' allotments are created on land that is susceptible to flooding, coastal hazards or bushfire unless sufficient consideration and investigations have been completed to mitigate the risks pose by natural hazards.</p>	
Environmentally Significant Areas Overlay Code	<p>The purpose of the code is to protect and enhance the significant environmental values that are found across the Mapoon Local Government Area and to ensure that land use activities are managed to</p>	<p>The subject site is mapped as containing Essential Habitat.</p> <p>The land is zoned Township and contains remnant vegetation (least concern). Under State Vegetation laws clearing of vegetation is already Exempt Clearing</p>

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Code	Purpose	Assessment
	<p>minimise the potential for detrimental impacts through development.</p> <p>The purpose of the code will be achieved through the following overall outcomes: Development in Environmentally Significant Areas will not be supported unless there is an overriding need for essential community infrastructure or demonstrated economic benefit that justifies the proposed development.</p> <p>The impacts of development on Environmentally Significant Areas are avoided and where considered a necessary component of development, any impacts are managed to conserve and protect ecological function Maintaining a suitable separation of development from Environmentally Significant Areas is considered the best option in limiting potential impacts between development and the natural environment; Promoting connection between areas of significant vegetation through the use of environmental corridors to support movement of wildlife is encouraged;</p> <p>(e) Areas containing endangered, vulnerable and rare species are maintained and, where possible, protected to facilitate greater connection with existing environmental corridors; Where development occurs, the impacts on ecological processes are minimised through utilising best practice management techniques; (g) Significant waterways and wetlands including the Wenlock River Basin Area are managed and maintained for their importance to</p>	<p>under Planning Act Schedule 21 Part 2 Item 2 (g) "urban purposes in an Urban Area".</p> <p>The following conditions are proposed to mitigate risk to habitat:</p> <ul style="list-style-type: none"> • The sites are to be inspected by the Mapoon Land & Sea Rangers for habitat assessment prior to vegetation clearance. • Suitable nearby habitat is to be identified by the Mapoon Land & Sea Rangers for displaced fauna and flora. • Spotter catching by the Mapoon Land & Sea Rangers prior to and during clearing activities to relocate fauna and flora where possible.

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Code	Purpose	Assessment
	biodiversity conservation, tourism and recreation;	

Purpose	Assessment
<p>All new residential subdivisions in Queensland are to be assessed against benchmarks relating to:</p> <ul style="list-style-type: none"> • Connectivity • block lengths (Max. 250m) • footpaths (provided on at least one side of local neighbourhood roads and both sides of main streets) • park or open space (blocks are within 400m of a Park or Open Space) • street trees 	<p>The design of the roads and lots provide sufficient connectivity for pedestrians as the lots are rectangle with frontage onto an existing road and allows for connection to future roads and footpaths in surrounding areas and do not exceed the maximum length for a boundary block at 230m (Max. is 250m).</p> <p>It is a requirement for this development to provide at least one street tree every 15m on each side of the new Cumbina Street and for footpaths to be provided on at least one side.</p> <p>An open space corridor has been left adjacent to lot 188 to assist in providing future access to the waterfront.</p>

Assessment of application against Mapoon Master Plan (Amendment V2 dated 15 December 2020)

This proposal is consistent with the Mapoon Master Plan, which involved extensive community consultation about the future use of the subject site. The Preferred Option for the subject site published in the Master Plan is residential use of the site as illustrated in the below Figure 4 extracted from the Master Plan Preferred Option showing the location of the site and its preferred use as residential.



Figure 2 Extract from Master Plan Preferred Option showing the subject site as Residential.

State Planning Policy Assessment

An assessment against the 'applicable' provisions of the relevant State Interests has been undertaken as reflected hereunder.

The *State Planning Policy (SPP)* is a key component of Queensland's planning system. The SPP (July 2017) expresses the state's interests in land use planning and development. The SPP has effect throughout Queensland and sits above regional plans and planning schemes in the hierarchy of planning instruments under the Act.

The SPP focusses on delivery of outcomes and applies to:

- i. a local government in assessing a development application
- ii. an assessment manager or referral agency in assessing a development application

STATE PLANNING POLICY, JULY 2017					
	Livable Communities & Housing	Economic Growth	Environment & Heritage	Safety & Resilience to Hazards	Infrastructure
1	Housing supply & diversity	Agriculture	Biodiversity	Emissions & hazardous activities	Energy & water supply
2	Liveable communities	Development & construction	Coastal environment	Natural hazards, risk & resilience	Infrastructure integration
3		Mining & extractive resources	Cultural heritage		Transport infrastructure
4		Tourism	Water quality		Strategic airports & aviation facilities
5					Strategic ports

Housing Supply and Diversity

The proposed development contributes to the delivery of affordable housing and housing choice by providing additional lots that are able to be easily developed and connected to infrastructure. The design is appropriate for the zoning and provides generous lot sizes suitable for a variety of housing options.

Liveable Communities

The proposed development complies with the Queensland model design code for new developments.

Development and Construction

This proposal enhances economic development in Mapoon by contributing to the supply of suitable land for residential use that is appropriate for the surrounding land uses.

Biodiversity

This proposal is the result of extensive work conducted to find appropriate land for future housing development as is evidenced in the Master Plan and Planning Scheme. Care has been taken to identify, avoid and minimise any adverse impacts to biodiversity.

Coastal Environment

This proposal has considered future pedestrian access to the coastal environment by providing an access point at the end of the proposed new road, whilst at the same time maintaining the scenic amenity and aesthetic values of the area by concentrating the proposed residential use of the area on land identified as suitable for residential development.

Cultural Heritage

This proposal ensures that cultural heritage or heritage character is protected and enhanced by development to preserve the historic character and identity of Mapoon Township and surrounding landscape.

Water Quality

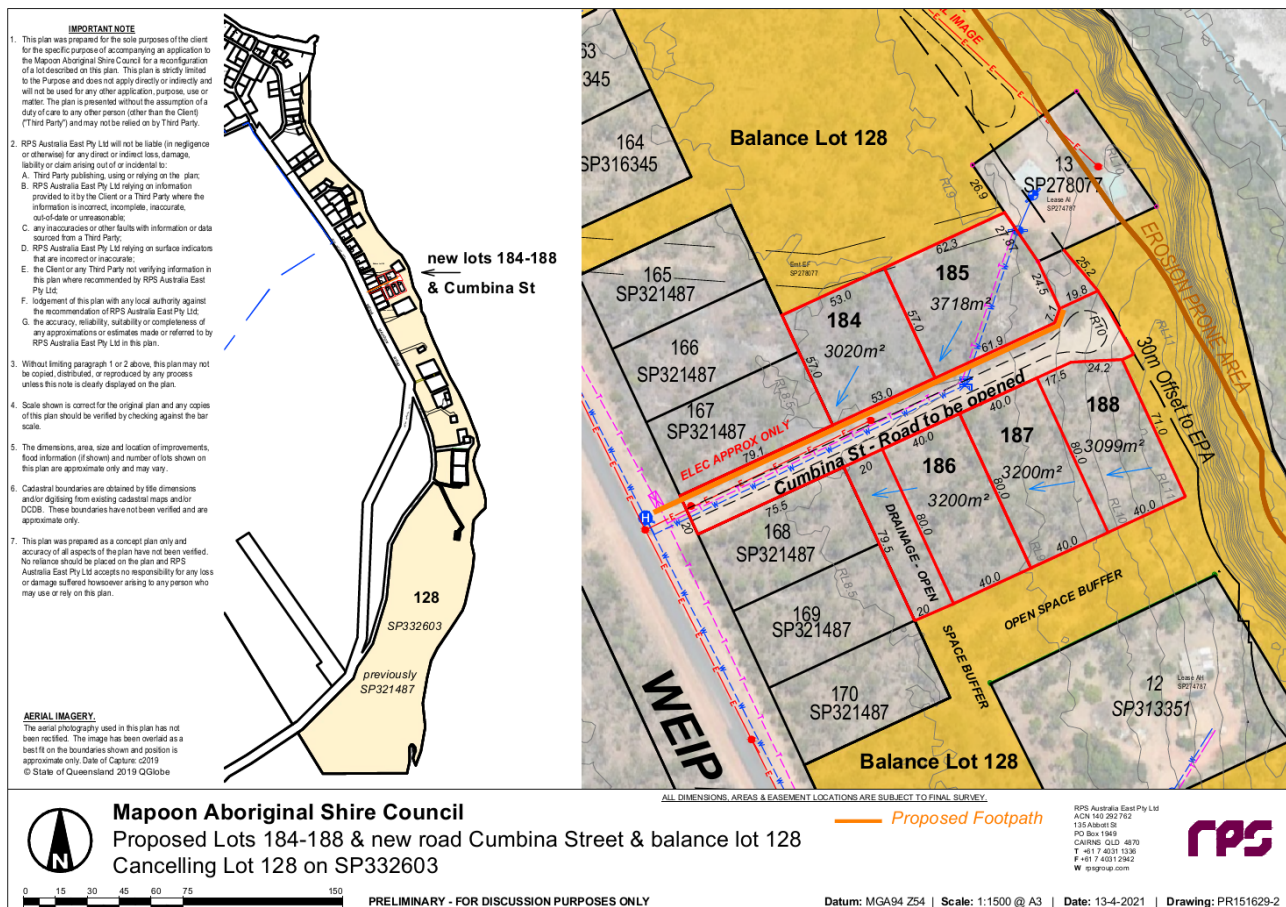
This proposal has been located and designed to avoid or minimise impacts on the environmental values of receiving waters through appropriate management of Stormwater, wastewater and erosion, sediment and on-site run off prior to, during and post development.

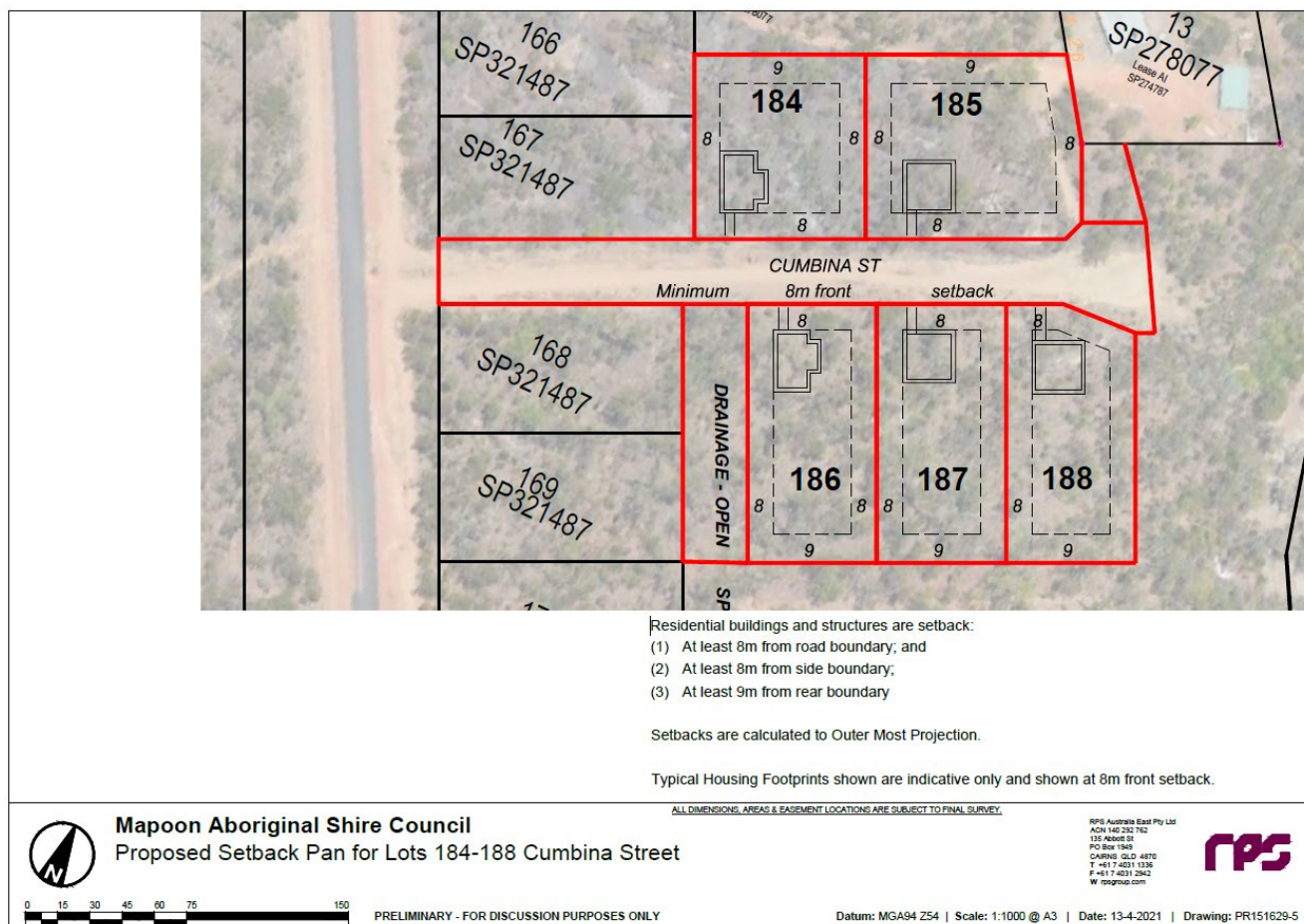
Energy and Water Supply

The proposed development maximises the use of existing infrastructure and protects water quality.

Natural Hazards, Risk and Resilience

The proposal has assessed and mitigated potential risk associated with natural hazards.





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

Physical Feature Boundary Report

Lot 128 is bounded by a tidal boundary to the east being Port Musgrave.

The lot is Indigenous Land and therefore Exempt Land under section 66(1)(b) of the Survey and Mapping Infrastructure Act 2003.

The tidal boundary, Port Musgrave, has been compiled from SP252512 which surveyed the boundary by photogrammetric methods. The natural feature is the landward edge of mangroves. The lots on this plan exclude all land below the tidal boundary.

Survey Report

This survey has been performed for the Mapoon Aboriginal Shire Council as part of it's community survey program to assist with land tenure and management in Indigenous communities. The subject land is a Deed of Grant in Trust (DOGIT) to the Mapoon Aboriginal Shire Council.

Proposed easements as surveyed on SP278077 & SP313351 (whilst not registered) have been shown on this plan to provide connections from island lots to the cadastre. This will also show that access to these lots has been proposed, but not formally registered.

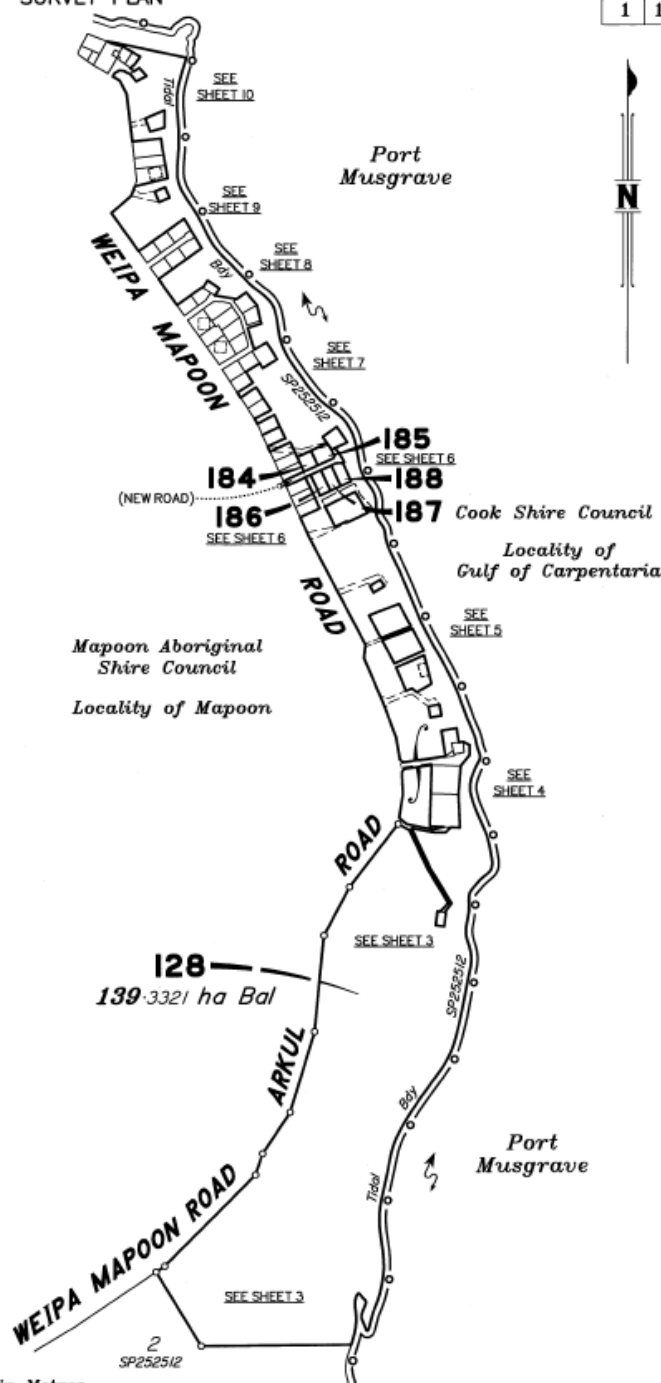
Area of New Road

See Sheet 6 **5068 m²**

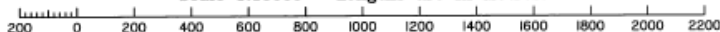
Peg placed at all new corners, unless otherwise stated.

See Sheet 6 for Reinstatement Report.

*Original information compiled from
SP252512, SP321487 & SP332603
in the Department of Resources.*



Scale 1:15000 - 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 Certeil, surveying associate, for whose work the corporation accepts responsibility, under the supervision of Adrian Edward SCLIMM, 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 05/04/2022.

Polomoni
Authorized Delegate
18/05/2022

Plan of Lots 128 & 184-188

Cancelling Lot 128 on SP332603

LOCAL	MAPOON ABORIGINAL	
GOVERNMENT:	SHIRE	LOCALITY: MAPOON
Meridian: <i>MGA Zone 54 Vide SP316345</i>		Surv Recd

Scale: *1:15,000*Format: **STANDARD**

SP333329

MAPOON ABORIGINAL SHIRE COUNCIL TRUSTEE & COUNCIL RESOLUTION

The Council is the Local Government Authority for the Mapoon Aboriginal Shire area and the Trustee of the Mapoon Deed of Grant in Trust (DOGIT). As the Local Government Authority, Council as duly elected representatives of the community, through local decision making has the responsibility of deciding what is in the best interest of the community, advancing a thriving community.

It is considered that approving (with conditions) the Reconfiguration of a Lot, a new Road (Cumbina Street) and associated Operational Works on part of lot at 128 SP321487 located off Weipa Mapoon Road, Mapoon is of benefit to and representative of the aspirations of the Mapoon community.

Council as the Local Government Authority and Trustee of the DOGIT resolves to approve (subject to conditions):

- a. The Development Application lodged with Council for:
 - i. Reconfiguring a Lot 128 SP321487 to create five (5) Residential Lots 184-188, New Road (Cumbina Street) and Balance Lot 128;
 - ii. Operational Works (Vegetation Clearing); and
 - iii. Siting Dispensation (amended setbacks to residential houses from all boundaries)

Moved by: -

Seconded by:-..... ALL IN FAVOUR. MOTION CARRIED.

7.7 RECONFIGURING OF LOT 35 SP313350 TO CREATE A LEASE AREA (LEASE B) FOR EXISTING MAPOON KIOSK ON MAIN STREET (WEIPA-MAPOON ROAD), MAPOON

Author: Tom Smith, Executive of Infrastructure & Works

Authoriser: Tim Rose, Acting CEO

Attachments: Nil

PURPOSE OF REPORT

Development application (section 51 of the planning act 2016) for proposed development: reconfiguring a lot to create Mapoon kiosk lease on main street, Mapoon

BACKGROUND

Section 63 of the planning act 2016, development permit for reconfiguring a lot to create a lease area (lease b) for the existing Mapoon kiosk on main street (Weipa-Mapoon road), Mapoon

Strategic Considerations

Mapoon Aboriginal Shire Council Corporate Plan 2020-2024	Mapoon Aboriginal Shire Council Operational Plan
A copy of the Corporate Plan can be viewed at link: https://www.mapoon.qld.gov.au/corporate-documents	Not Available

Budget, Financial and Resource Implications

The application does not trigger infrastructure charges under Council's Local Government Infrastructure Plan (LGIP).

Asset Management

Not Applicable

Executive Summary

Council is in receipt of a development application for:

- I. Reconfiguring of Lot 35 SP313350 to create a Lease Area (Lease B) for existing Mapoon Kiosk on Main Street (Weipa-Mapoon Road), Mapoon.

(refer to Attachments A-C)

The proposed development site is located within the Township Zone (Red Beach Precinct) within the Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019).

The application is subject to **Code Assessment** in accordance with the provisions of the Planning Scheme and the *Planning Act 2016*.

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

Application & Site Details Summary	
Applicant:	Mapoon Aboriginal Shire Council c/- RPS Australia East Pty Ltd (RPS).
Proposed Development:	Reconfiguring of Lot 35 SP313350 to create a Lease Lot (Lease B) within Lot 35 on SP313350 for existing Mapoon Kiosk on Main Street (Weipa-Mapoon Road), Mapoon.
Type of Approval sought:	Development Permit
Street Address:	Main Street (Weipa-Mapoon Road), Mapoon
RP Description:	35 SP313350
Land Area:	3,645m ²
Existing Use of Land:	Shop and Food and Drink Outlet
Local Plan Summary	
Local Plan:	Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)
Zoning:	Township Zone (Red Beach Precinct)
Codes	<ul style="list-style-type: none"> • Reconfiguring a Lot Code • Township Zone Code
Level of Assessment:	Code Assessment
Consultation:	N/A

Master Plan Summary	
Master Plan:	N/A
Land Use:	N/A
Assessment:	N/A
State Requirements Summary	
DA Mapping:	Coastal Protection: <ul style="list-style-type: none"> • Coastal Management District Water Resources: <ul style="list-style-type: none"> • Great Artesian Water Resource Plan Area Native Vegetation Clearing: <ul style="list-style-type: none"> • Regulated Vegetation Management Map (Category A and B)
Pre-lodgement:	n/a
Referral:	No referral of the application to SARA is required as the development does not trigger relevant thresholds.

IMPACT ASSESSMENT CONSULTATION	
Consultation Period:	N/A
Submissions:	N/A
Assessment:	N/A

The proposed Lease B for the Mapoon Kiosk is 663m², has a frontage to Main Street of approximately 58 metres and Electricity, water and telecommunication services are already located within Main Street, Mapoon as illustrated in the below Figure 1 below. Please note that Leas A (depicted in blue) is an existing registered lease.

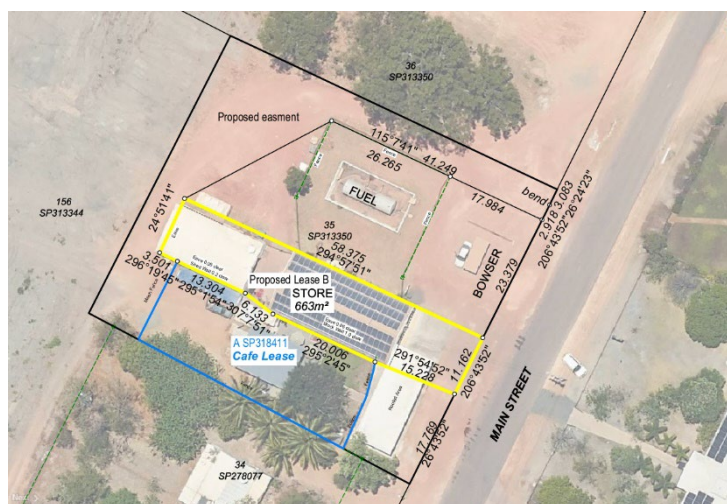


Figure 1: Proposed Lease Area B for the existing Mapoon Kiosk (Depicted in Yellow)

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019), in particular the proposal:

- enhances short and long term economic opportunities in Mapoon.
- is conveniently located close to existing services already established in Mapoon.
- is likely to generate short-term and long-term employment opportunities.
- the lot has access to Water Supply, Sewer, Electricity, Lighting and Telecommunications.

That Council approve:

Development Permit for:

- II. Reconfiguring of Lot 35 SP313350 to create a Lease Lot (Lease B) within Lot 35 on SP313350 for existing Mapoon Kiosk on Main Street (Weipa-Mapoon Road), Mapoon.

Subject to the below conditions:

CONDITIONS OF APPROVAL	TIMING
<p>(1) Administration</p> <p>1.1 The developer is responsible to carry out the approved development and comply with relevant requirements in accordance with:</p> <p>1.2 The specifications, facts and circumstances as set out in the application submitted to Council, including recommendations and findings confirmed within relevant technical reports;</p> <p>1.3 The development must unless stated, be designed, constructed, and maintained in accordance with relevant Council policies, guidelines, and standards and with the relevant design guidelines in the Far North Queensland Regional Organisation of Councils (FNQROC) Development Manual;</p> <p>1.4 The conditions of approval, the requirements of Council's Planning Scheme and best practice engineering.</p>	At all times
<p>(2) Currency Period</p> <p>2.1 The currency period applicable to the Reconfiguring a Lot is 4 years.</p>	As per condition
<p>(3) Approved Site Drawings/Plans</p> <p>3.1 The development of the site is to be generally in accordance with the following plans that are to be the approved Plans of Development, except as altered by any other condition of this approval:</p>	At all times

Plan / Document Name	Drawing Number	Date/DWG
Mapoon Aboriginal Shire Council Proposed Lease for Kiosk, Main Street Mapoon over part Lot 35 SP313350 prepared by RPS	PR151629-6 A	22.03.202 2
Plan of Leases A & B and Emt C in Lot 35 on SP313350	SP333332	18.05.202 2

- 3.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.
- 3.3 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for endorsement by Council.

CONDITIONS OF APPROVAL	TIMING
------------------------	--------

- | | |
|--|--------------|
| (4) Hazardous Materials | At all times |
| 4.1 The development must manage the use, storage and disposal of hazardous material and prescribed hazardous chemicals in such a manner to minimise the potential contamination of ground water and the aquifer. | |

Reasons for Decision

As discussed within this report, the proposed development is considered to be consistent with the following relevant overall outcomes:

- enhances short and long term economic opportunities in Mapoon.
- is conveniently located close to existing services already established in Mapoon.
- is likely to generate short-term and long-term employment opportunities.
- the lot has access to Water Supply, Sewer, Electricity, Lighting and Telecommunications.

Historical Information

The subject site has historically been used as a Shop and Food and Drink Outlet. This proposal is for that use to be continued under a Lease.

Policy Implications

Nil

Risk Management Implications

Statutory Environment

Planning Act 2016

Planning Regulation 2017

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Cape York Regional Plan

Consultation

Chief Executive Officer, Mapoon Aboriginal Shire Council

Attachments

Attachment A	Development Application Assessment
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Attachments	
Attachment B	Proposed Lease for Mapoon Kiosk, Main Street Mapoon
Attachment C	Proposed Lease B Survey Plan

Decision Making Period

Assessing and deciding on applications period as set in the *Planning Act 2016* and *Development Assessment Rules* (s.60 & 61(3));

- 10 Business Days for a Confirmation Notice from date after receiving an application; and
- 40 Business Days for a Referral Response from date after referral of an application; and
- 35 Business Days from date of Referral Response received or impact consultation completed the application must be assessed and a decision made.
- 5 Business Days from date of a decision made the Decision Notice must be mailed out.

Note: Public Holidays and close down periods are excluded from Business Days.

PLEASE NOTE

If no decision has been made within the relevant Decision-Making period, the application is Deemed Approved with Ministers Conditions applicable.

IDAS item	Date
Application lodged with Council	10/05/2022
Action Notice Issued	n/a
Confirmation Notice Issued	10/05/2022
<i>Referrals Information Received</i>	n/a
<i>Impact Consultation period</i>	n/a
<i>Planning Act 2016 - Decision Making Period Concludes</i>	28/06/2022
Applicant agreed Decision Making Period Extension concludes	n/a
Council Meeting	21/06/2022
Decision Notice preparation and mail-out Period Concludes	28/06/2022

Assessment against Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment 2019).

The development proposal is assessable under the Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019).

The Assessment Manager is the Mapoon Aboriginal Shire Council as determined by Schedule 8 of the *Planning Regulation 2017*. Under the *Planning Act 2016*. Reconfiguring of Lot 35 SP313350 to create a 30 Year Lease B for existing Mapoon Kiosk and Balance Lot is determined to be **Code Assessable**.

The application was reviewed against the Development Assessment Rules to assess whether the application triggered referral agency assessment. The Development Applications Management System (DAMS) was checked for mapped triggers of which the below are mapped, however no referral has occurred as discussed in the below table:

Trigger	Reason for non-referral
---------	-------------------------

Coastal Protection: <ul style="list-style-type: none"> Coastal Management District 	The development does not trigger referral
Water Resources: <ul style="list-style-type: none"> Great Artesian Water Resource Plan Area 	The storage of hazardous materials that could potentially impact on the aquifer is appropriately conditioned.
Native Vegetation Clearing <ul style="list-style-type: none"> Regulated Vegetation Management Map (Category B) 	DA Mapping indicates the presence of Category B (Least Concern); however, it is noted that the site has been historically cleared. The development does not trigger referral

Council as the Assessment Manager will undertake assessment of the application against the relevant codes making the decision pursuant to section 60 of the *Planning Act 2016*, are outlined in 45(3) and s26 to 28 of the *Planning Regulations 2017*.

An assessment against the applicable provisions of the Mapoon Aboriginal Shire Council Planning Scheme 2017 has been undertaken as reflected hereunder:

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)			
Proposed Use	Zoning	Zone Codes	Overlay Codes
Lease Kiosk (Existing)	Township Zone (Red Beach Precinct)	<ul style="list-style-type: none"> Township Zone Code Reconfiguring a Lot Code 	N/A

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)		
Code	Purpose	Assessment
Township Zone Code	<p>The purpose of the Township Zone Code is to provide for small to medium size urban settlements. Development provides for a mix of uses including residential, retail, business, education, industrial, community purpose, recreation and open space that support the needs of the local community.</p> <p>The local government purpose of the code is to encourage and accommodate the establishment of predominantly urban activities in a logical and cost efficient manner within the Township Zone to service the current Mapoon community and the expected demands for future development.</p>	<p>The proposal can be considered to generally comply with the Township Code in that the proposed development is solely to create a lease for an existing lawful use being the existing Mapoon Kiosk; no additional structures are proposed as part of the application; the existing access will remain unchanged; carparking for the existing land use is provided on-site from Main Street, Mapoon; the existing shade trees will be retained on-site and the proposal has access to existing Infrastructure.</p> <p>Electricity and telecommunications already exist on the site; water services existing along Main Street and the</p>

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Code	Purpose	Assessment
		existing use is already connected to Council's reticulated water supply; an existing on-site effluent system exists; Stormwater from the site is anticipated to continue to be lawfully discharged; Refuse and recycling facilities already exist as a part of the existing lawful use.
Reconfiguring a Lot Code	The purpose of the reconfiguring a lot code is to: 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; 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; protect areas of cultural heritage significance from inappropriate development; 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; make sure that new lots have suitable access to town services; make sure that development does not result in unnecessary and unreasonable impacts on the environmental values identified throughout the shire.	The proposal can be considered to generally comply with the Reconfiguring a Lot Code in that the proposal is compatible with the Zone, the subject site is not located within the Natural Hazards mapping and the site has been historically cleared. The development has access to existing Infrastructure and the existing access and parking can be considered to be sufficient.

Assessment of application against Mapoon Master Plan (Amendment V2 dated 15 December 2020)

The subject site is not noted in the Master Plan.

State Planning Policy Assessment

An assessment against the 'applicable' provisions of the relevant State Interests has been undertaken as reflected hereunder.

The *State Planning Policy (SPP)* is a key component of Queensland's planning system. The SPP (July 2017) expresses the state's interests in land use planning and development. The SPP has effect throughout Queensland and sits above regional plans and planning schemes in the hierarchy of planning instruments under the Act.

The SPP focusses on delivery of outcomes and applies to:

- i. a local government in assessing a development application
- ii. an assessment manager or referral agency in assessing a development application

STATE PLANNING POLICY, JULY 2017					
	Livable Communities & Housing	Economic Growth	Environment & Heritage	Safety & Resilience to Hazards	Infrastructure
1	Housing supply & diversity	Agriculture	Biodiversity	Emissions & hazardous activities	Energy & water supply
2	Liveable communities	Development & construction	Coastal environment	Natural hazards, risk & resilience	Infrastructure integration
3		Mining & extractive resources	Cultural heritage		Transport infrastructure
4		Tourism	Water quality		Strategic airports & aviation facilities
5					Strategic ports

Liveable Communities

The proposed development provides continued retail opportunities to meet the needs of the changing Mapoon community now and into the future.

Water Quality

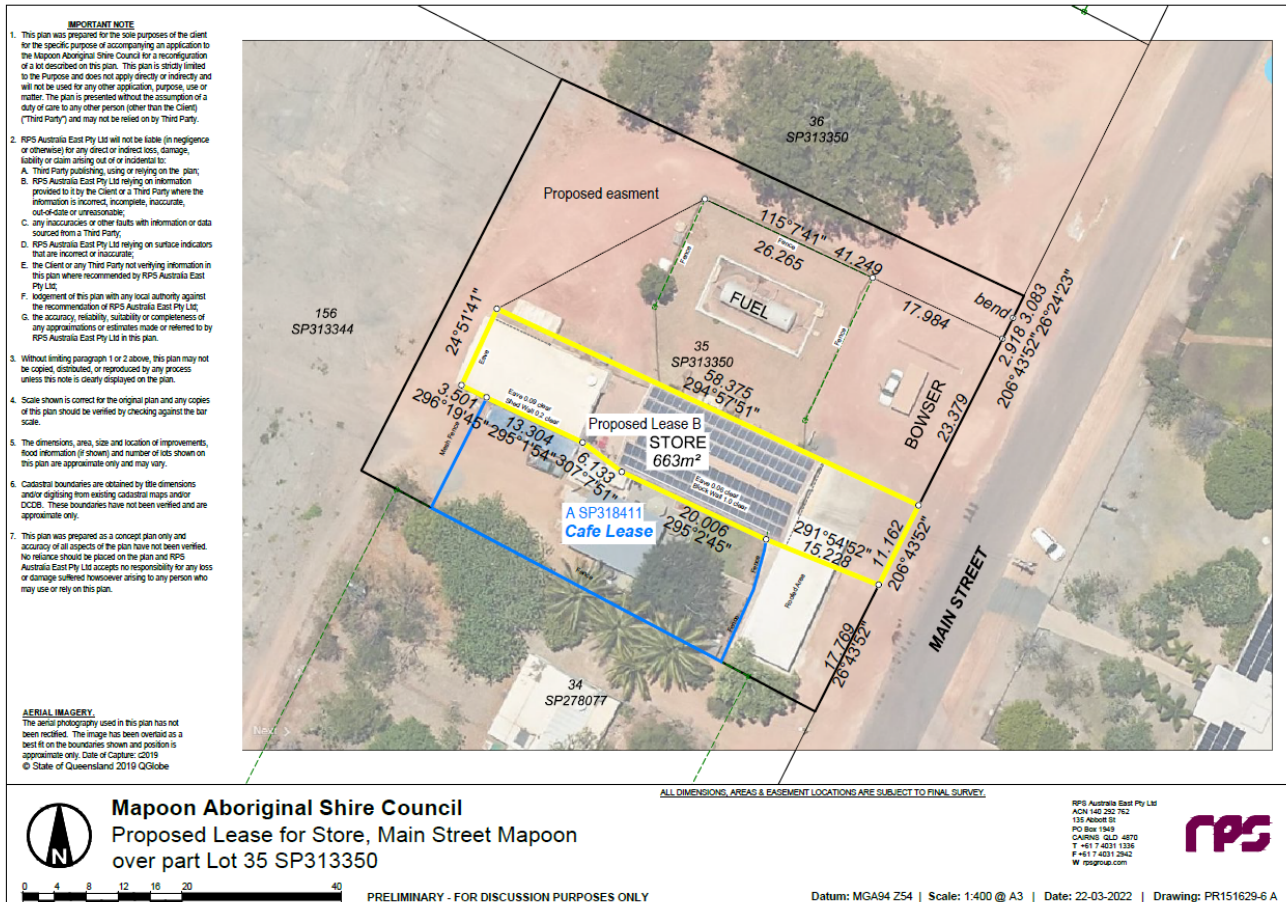
This storage of hazardous material is conditioned to ensure water quality is maintained.

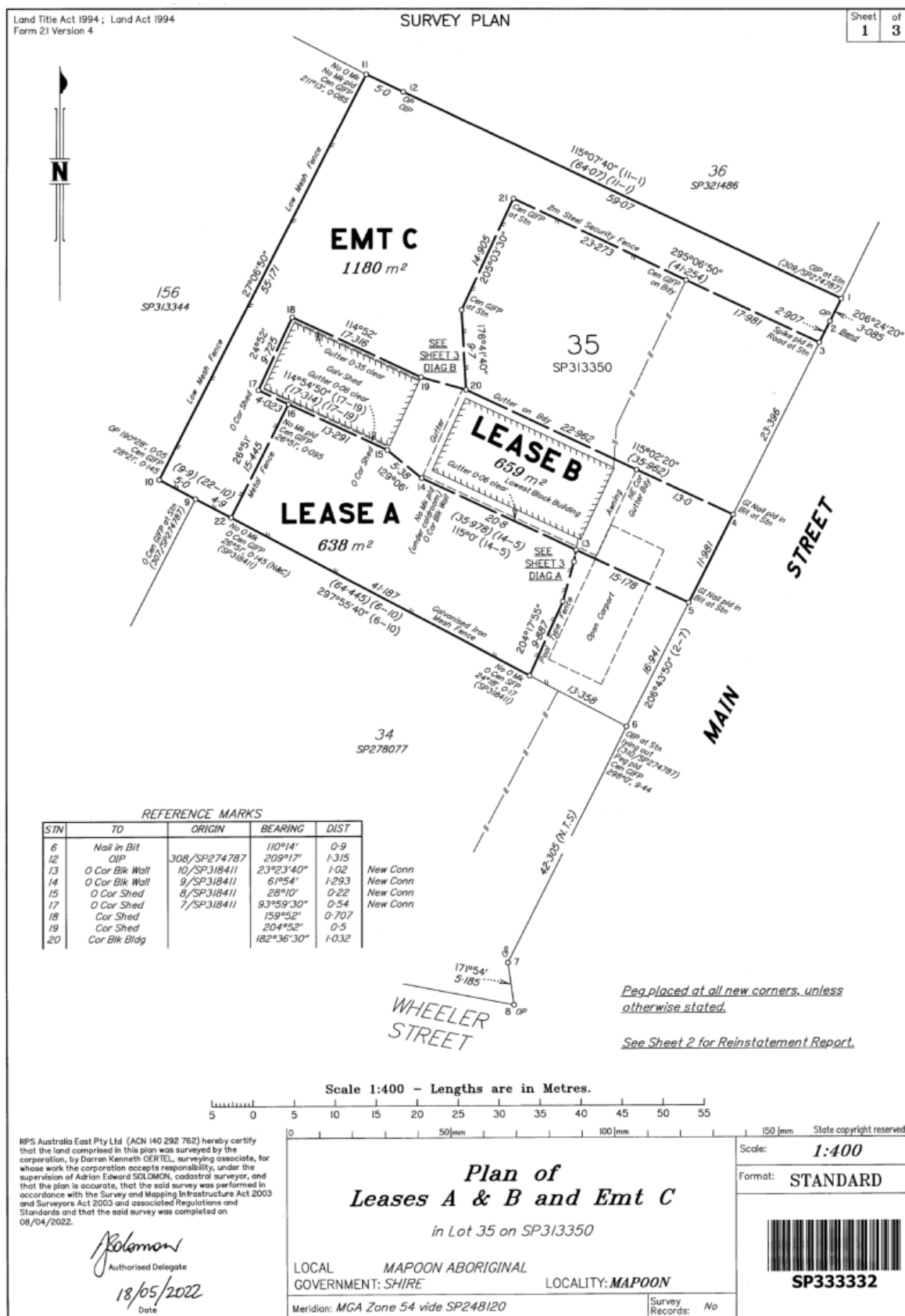
Natural Hazards, Risk and Resilience

The use of the site for business purposes is a historical use and complies with relevant requirements applicable at the point of approval.

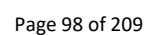
Energy and Water Supply

The proposed development maximises the use of existing infrastructure and protects water quality.





Land Title Act 1994 ; Land Act 1994 Form 21B Version 2		WARNING : Folded or Mutilated Plans will not be accepted. Plans may be rolled. Information may not be placed in the outer margins.		Sheet 2 of 3
(Dealing No.)		4. Lodged by (Include address, phone number, email, reference, and Lodger Code)		
Existing		Created		
Title Reference	Description	New Lots	Road	Secondary Interests
51231646	Lot 35 on SP313350	_____	_____	Leases A & B and Emt C
<p><i>Trustee Lease No. 720326861 (Lease A on SP318411) to be surrendered prior to registration of this plan.</i></p> <p style="text-align: center;"><u>Reinstatement Report</u></p> <ul style="list-style-type: none"> Plans searched – SP278077, SP313344, SP313350, SP274787 & SP318411. The north eastern boundary of Lease A on SP318411 has been realigned by this survey. Stns 1, 2, 7, 8, 9 & 12 have been fixed by original marks with no differences observed against SP313344. Stns 10 & 11 have been fixed by deed angles and distances from stns 9 & 12. 				
		6. 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 roads. * Part of the building shown on this plan encroaches onto adjoining * lots and road _____ Cadastral Surveyor/Director * Date (delete words not required)		
Lots		Orig		
2. Orig Grant Allocation : 3. References : Dept File : Local Govt : Surveyor : PRI50991		5. Passed & Endorsed : By : RPS Australia East Pty Ltd Date : 18/05/2022 Signed : <i>[Signature]</i> Designation : Cadastral Surveyor		
7. Lodgement Fees : Survey Deposit \$ Lodgement \$ New Titles \$ Photocopy \$ Postage \$ TOTAL \$		8. Insert Plan Number <div style="text-align: center; font-weight: bold; font-size: 1.2em;">SP333332</div>		



MAPOON ABORIGINAL SHIRE COUNCIL TRUSTEE & COUNCIL RESOLUTION

The Council is the Local Government Authority for the Mapoon Aboriginal Shire area and the Trustee of the Mapoon Deed of Grant in Trust (DOGIT). As the Local Government Authority, Council as duly elected representatives of the community, through local decision making has the responsibility of deciding what is in the best interest of the community, advancing a thriving community.

It is considered that approving (with conditions) the Reconfiguration of a Lot to create Lease B for the Store on Main Street, Mapoon is of benefit to and representative of the aspirations of the Mapoon community.

1. Council as the Local Government Authority and Trustee of the DOGIT resolves to approve (subject to conditions):
 - a. The Development Application lodged with Council for:
 - i. Reconfiguring of Lot 35 SP313350 to create 30 Year Lease B for existing Mapoon Kiosk on Main Street (Weipa-Mapoon Road), Mapoon.

Moved by: -

Seconded by:-..... **ALL IN FAVOUR. MOTION CARRIED.**

7.8	RECONFIGURING OF LOT 4 ON SP278077 TO CREATE SIX (6) RESIDENTIAL LOTS NUMBERED 301-206, ONE (1) DRAINAGE LOT NUMBERED 999 AND BALANCE LOT 4
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Author: Tom Smith, Executive of Infrastructure & Works

Authoriser: Tim Rose, Acting CEO

Attachments: Nil

PURPOSE OF REPORT

Development application (section 51 of the planning act 2016) for proposed development: reconfiguring a lot, operational works and boundary setback dispensation on Wheeler Street, Mapoon.

BACKGROUND

Section 63 of the planning act 2016, development permit for reconfiguring lot 4 sp278077 (1 into 6 residential lots, drainage lot, operational works (vegetation clearing) and boundary setback dispensation at Wheeler Street, Mapoon.

Strategic Considerations

Mapoon Aboriginal Shire Council Corporate Plan 2020-2024	Mapoon Aboriginal Shire Council Operational Plan
A copy of the Corporate Plan can be viewed at link: https://www.mapoon.qld.gov.au/corporate-documents	Not Available

Budget, Financial and Resource Implications

The application does not trigger infrastructure charges under Council's Local Government Infrastructure Plan (LGIP).

Asset Management

Not Applicable

Executive Summary

Council is in receipt of a development application for:

- I. Reconfiguring of Lot 4 on SP278077 to create six (6) Residential Lots numbered 301-206, one (1) Drainage Lot numbered 999 and Balance Lot 4;
- II. Operational Works (Clearing of Vegetation); and
- III. Boundary Setback Dispensation (all boundaries).

(refer to Attachments A-C)

The proposed development site is located within the Township Zone (Red Beach Precinct) and the Environmental Management and Conservation Zone within the Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019).

It is noted that the area located within the Environmental Management and Conservation Zone is not the subject of future residential development and is intended to become that balance lot post subdivision. As this proposed balance lot is greater than 100ha at approx. 141ha it is subject to Code Assessable and does not require a Material Change of Use or Impact Assessment. The application is therefore subject to Code Assessment in accordance with the provisions of the Planning Scheme and the *Planning Act 2016*.

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

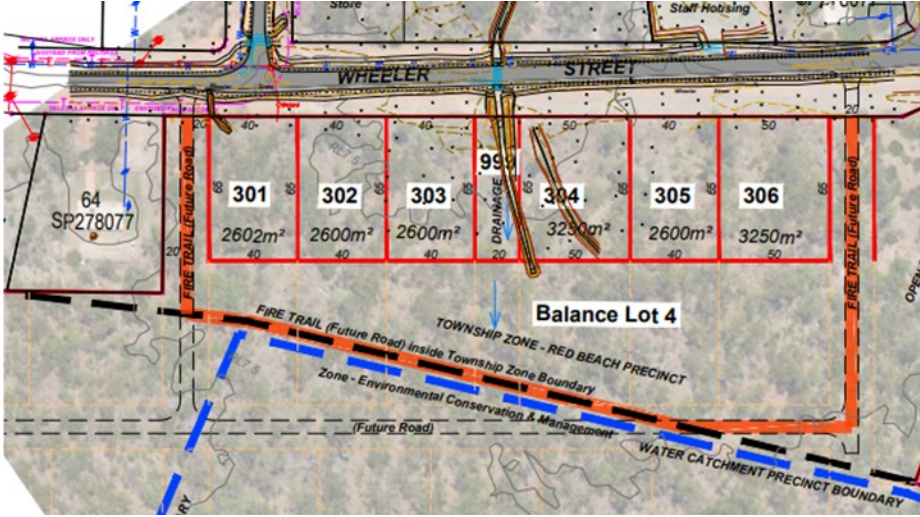
Application & Site Details Summary	
Applicant:	Mapoon Aboriginal Shire Council c/- RPS Australia East Pty Ltd (RPS).
Proposed Development:	<ul style="list-style-type: none"> Reconfiguring of Lot 4 on SP278077 to create six (6) Residential Lots numbered 301-206, one (1) Drainage Lot numbered 999 and Balance Lot 4; Operational Works (Clearing of Vegetation); and Boundary Setback Dispensation (all boundaries).
Type of Approval sought:	Development Permit
Street Address:	Wheeler Street, Mapoon
RP Description:	Lot 4 SP278077 (previously SP321487)
Land Area:	816.6ha
Existing Use of Land:	Vacant land with a culvert on Wheeler Street draining through the middle of the subject site.
Local Plan Summary	
Local Plan:	Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)
Zoning:	Township Zone (Red Beach Precinct)
Codes	<ul style="list-style-type: none"> Reconfiguring a Lot Code Township Zone Code Operational Works Code Natural Hazard Overlay Code Environmentally Significant Areas Overlay Code
Level of Assessment:	Code Assessment
Consultation:	N/A


Master Plan Summary	
Master Plan:	Mapoon Master Plan Amendment, Version 2 dated 15 December 2020

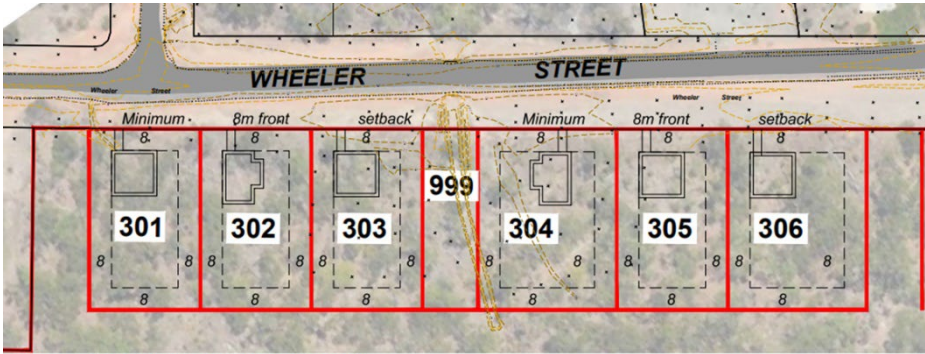
Land Use:	Residential (Western Precinct)
Assessment:	Subject Site identified, mapped and costed for future Residential Subdivision with a recommendation for this development application to be completed.
State Requirements Summary	
DA Mapping:	<p>Coastal Protection:</p> <ul style="list-style-type: none"> • Coastal Management District • Coastal Area – Erosion Prone Area • Coastal Area – Medium Storm Tide Inundation Area • Coastal Area – High Storm Tide Inundation Area <p>Water Resources:</p> <ul style="list-style-type: none"> • Great Artesian Water Resource Plan Area <p>Native Vegetation Clearing:</p> <ul style="list-style-type: none"> • Regulated Vegetation Management Map (Category A and B)
Pre-lodgement:	<p>Coastal Protection, Water Resources and Native Vegetation Clearing identified.</p> <p>No referral triggered due to design changes to address triggers.</p>
Referral:	<p>Referral:</p> <p>Infrastructure-related referrals – Oil and gas infrastructure – referral to Chief Executive of the distribution entity or transmission entity being ERGON Energy.</p> <p>Note: Vegetation Clearing is Exempt for State and not referred, however, it is Code Assessable under the Planning Scheme.</p>
State Development Assessment Codes	Walkable Neighbourhoods assessment benchmarks under Schedule 12A of the Planning Regulation (RaL into 2 or more residential lots where at least one road is created).

IMPACT ASSESSMENT CONSULTATION	
Consultation Period:	N/A
Submissions:	N/A
Assessment:	N/A

The development intent is to create a residential subdivision of six (6) lots for Residential development within the Township Zone and a balance lot within the Environmental Management and Conservation Zone and is inclusive of the following proposals:

Current Lot	Proposal	Result
Reconfiguring a Lot		
Lot 4 SP278077	<p>The proposal seeks to Reconfigure Lot 4 SP278077 (see below Figure 1) to create:</p> <ul style="list-style-type: none"> • Six (6) Residential Lots numbered 301-306 Wheeler Street Mapoon with: <ul style="list-style-type: none"> - Lots sizes of minimum 2,600m² and maximum 3,250m²; - Lot width between minimum 40m to 50m wide and 65m deep; • One (1) Drainage Lot numbered 999 to allow stormwater from Wheeler Street to drain through the site to the southeast; • One (1) Balance Lot numbered Lot 4 (approx. 139ha); and  <p>Figure 1 Reconfiguration of Lot 4 SP278077 proposal</p>	<p>Decision Notice subject to Council approval then registration of final survey plan.</p>
Operational Works (Clearing of Vegetation)		
Lot 4 SP278077 contains remnant vegetation (least concern) and	<p>This proposal seeks approval for clearing of all vegetation on the proposed lots and road with clearing to be staged on a lot by lot basis as and when housing is developed.</p> <p>Below Figure 2 shows an aerial view of existing vegetation on the subject site.</p>	<p>Decision Notice subject to Council Approval.</p>

Current Lot	Proposal	Result	
Reconfiguring a Lot			
	<div></div> <p>Figure 2 Aerial view of existing vegetation on Lot 4SP278077</p>		
Boundary Setback Amendment (to residential houses from all boundaries).			
Lot 4 SP278077	Required Residential buildings and Structures Setbacks (Roof Height m)	Proposed Residential buildings and Structures Setbacks (see below Figure 3 Proposed Setback Plan).	Decision Notice and Amended Setback Plan subject to Council Approval and adoption.
	Road Boundary Setback “At least 6m from road boundary or the same distance as dwellings next door”	Proposed Road Boundary Setback Complies with at least 8m from road boundary proposed.	
	Side Boundary Setback “At least 10m from side boundary (where defined) where the building is between 4.5m and 7.5m in height”	Proposed Side Boundary Setback <u>Does Not Comply</u> – Boundary Setback Amendment required as at least 8m from side boundary is proposed.	
	Adjoining Dwelling Setback “10m from any adjoining dwelling”.	Proposed Adjoining Dwelling Setback Complies with at least 8m side boundary proposed.	

Current Lot	Proposal	Result
Reconfiguring a Lot		
	 <p>Residential buildings and structures are setback:</p> <ol style="list-style-type: none"> (1) At least 8m from road boundary; and (2) At least 8m from side boundary; (3) At least 8m from rear boundary <p>Setbacks are calculated to Outer Most Projection.</p> <p>Typical Housing Footprints shown are indicative only and shown at 8m front setback.</p> <p>Figure 3 Proposed Setback Plan</p>	

The proposal is considered to be consistent with the following relevant overall outcomes of the **Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)**, in particular the proposal:

- Is providing additional housing opportunities within the Mapoon community
- is conveniently located close to existing services already established in Mapoon.
- is likely to generate short-term construction employment opportunities.
- has assessed and mitigated potential risk associated with natural hazards (flood, bushfire and coastal hazards).
- mitigates potential risk to birds and fauna resulting from removal of vegetation including the requirement for Habitat Assessment by a suitably qualified Habitat Assessor and or Mapoon Land and Sea Rangers and associated activities to reduce impact.
- has identified that the subdivision is able to access Water Supply, Sewer, Electricity, Lighting and Telecommunications efficiently as there are existing services in the surrounding areas.

For Council Decision – Recommendation

That Council approve:

Development Permit for:

- i) Reconfiguring of Lot 4 on SP278077 to create six (6) residential Lots numbered 301-206, one (1) Drainage Lot numbered 999 and Balance Lot 4;
- ii) Operational Works (Clearing of Vegetation); and
- iii) Boundary Setback Dispensation (all boundaries).

Subject to the below conditions:

CONDITIONS OF APPROVAL		TIMING									
(1)	Administration 1.1 The developer is responsible to carry out the approved development and comply with relevant requirements in accordance with: 1.2 The specifications, facts and circumstances as set out in the application submitted to Council, including recommendations and findings confirmed within relevant technical reports; 1.3 The development must unless stated, be designed, constructed, and maintained in accordance with relevant Council policies, guidelines, and standards and with the relevant design guidelines in the Far North Queensland Regional Organisation of Councils (FNQROC) Development Manual; 1.4 The conditions of approval, the requirements of Council’s Planning Scheme and best practice engineering.	At all times									
(2)	Currency Period 2.1 The applicable currency periods are: 2.2.1 Reconfiguring a Lot 4 Years 2.2.2 Operational Works 4 years .	As per condition									
(3)	Approved Site Drawings/Plans 3.1 The development of the site is to be generally in accordance with the following plans that are to be the approved Plans of Development, except as altered by any other condition of this approval: <table border="1"><thead><tr><th>Plan / Document Name</th><th>Drawing Number</th><th>Date/DWG</th></tr></thead><tbody><tr><td>Mapoon Aboriginal Shire Council Proposed Lots 301-306, new roads & drainage, Wheeler Street & balance lot 4 Cancelling Lot 4 on SP278077 prepared by RPS</td><td>PR151629-1</td><td>13/04/2021</td></tr><tr><td>Mapoon Aboriginal Shire Council Proposed Setback Plan for Lots 301-306 Wheeler Street prepared by RPS</td><td>PR151629-4</td><td>13/04/2021</td></tr></tbody></table> 3.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail. 3.3 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for endorsement by Council.	Plan / Document Name	Drawing Number	Date/DWG	Mapoon Aboriginal Shire Council Proposed Lots 301-306, new roads & drainage, Wheeler Street & balance lot 4 Cancelling Lot 4 on SP278077 prepared by RPS	PR151629-1	13/04/2021	Mapoon Aboriginal Shire Council Proposed Setback Plan for Lots 301-306 Wheeler Street prepared by RPS	PR151629-4	13/04/2021	At all times
Plan / Document Name	Drawing Number	Date/DWG									
Mapoon Aboriginal Shire Council Proposed Lots 301-306, new roads & drainage, Wheeler Street & balance lot 4 Cancelling Lot 4 on SP278077 prepared by RPS	PR151629-1	13/04/2021									
Mapoon Aboriginal Shire Council Proposed Setback Plan for Lots 301-306 Wheeler Street prepared by RPS	PR151629-4	13/04/2021									
(4)	Construction	At all times									

CONDITIONS OF APPROVAL	TIMING
<p>4.1 Any construction work associated with this development shall be carried out in accordance with sound engineering practice.</p> <p>4.2 No nuisance is to be caused to adjoining properties by way of smoke, dust, stormwater discharge or siltation of drains, at any time, including non-working hours.</p> <p>4.3 Where material is to be carted to or from the site, loads are to be covered to prevent dust or spillage.</p> <p>4.4 Where material is spilled or carried on to existing roads or shared paths, it is to be removed forthwith so as to restrict dust nuisance and ensure traffic safety.</p> <p>4.5 Stormwater will be managed during construction in accordance with FNQROC Development Manual standards and a Soil and Erosion Management Plan.</p> <p>4.6 A Traffic Management Plan is to be completed prior to commencement of construction and to the satisfaction of the Chief Executive Officer.</p>	<p>Prior to commencement of construction.</p>
<p>(5) Damage to Infrastructure</p> <p>5.1 In the event that any part of Council's infrastructure is damaged as a result of work associated with the development, Council must be notified immediately of the affected infrastructure and have it repaired or replaced, at no cost to Council.</p> <p>5.2 All works must be completed prior to the issue of a Compliance Certificate, Building Act.</p>	<p>At all times</p>
<p>(6) Drainage</p> <p>6.1 The surface drainage must be catered for in a manner that lessens possible impacts in receiving areas.</p> <p>6.2 Any works as a result of the development must not interfere with natural stormwater flow over or through the land.</p> <p>6.3 A Drainage Management Plan must be provided, compliant with FNQROC Development Manual standards, Council's standard engineering specifications and to the satisfaction of the Chief Executive Officer.</p>	<p>At all times</p> <p>Prior to the start of any works on the site.</p>
<p>(7) Infrastructure Services</p> <p>7.1 Road and shared paths are to be provided in accordance with FNQROC Development Manual standards and sound engineering practice.</p> <p>7.2 Water Supply connection or suitable alternative adequate water supply must be provided to sites in accordance with FNQROC Development Manual standards or demonstrate that such is already in existence.</p> <p>7.3 Sewer connection or suitable alternative on-site treatment in accordance with FNQROC Development Manual standards must be provided to sites or demonstrate that such is already in existence.</p> <p>7.4 Electricity provision certificate must be provided to the Local Authority.</p>	<p>At all times.</p>

CONDITIONS OF APPROVAL	TIMING
<p>7.5 Lighting is to be provided in accordance with FNQROC Development Manual standards and sound engineering practice and to the satisfaction of the Chief Executive Officer.</p> <p>7.6 Telecommunications provision certificate or declaration of exemption must be provided to the Local Authority.</p>	
<p>(8) Fire Hydrants, Fire Management and Emergency Access</p>	
<p>8.1 Fire Hydrants are to be installed and located to enable fire services to access water safely, effectively, and efficiently.</p>	Prior to use of site.
<p>8.2 Fire Hydrants are to be suitably identified so that fire services can locate them at all hours.</p>	
<p>8.3 Road widths, and construction within the development are to be adequate for fire emergency vehicles to gain access to a safe working area.</p>	At all times
<p>8.4 Fire Services are to be provided in accordance with FNQROC Development Manual standards and the water supply must be reliable and have sufficient flow and pressure requirements for fire-fighting purposes.</p>	
<p>(9) Access and Parking</p>	
<p>9.1 Access must be provided/constructed in accordance with FNQROC Design Standards or Council's standard engineering specifications and to the satisfaction of the Chief Executive Officer or demonstrate that such is already in existence.</p>	Prior to use of the site.
<p>(10) Staged Development</p>	
<p>10.1 The development can be undertaken in stages generally in accordance with the approved Plans of Development.</p>	As per condition
<p>(11) Clearing of Vegetation</p>	
<p>11.1 The following is to be undertaken to manage the habitat disturbance when cleared for development:</p> <ul style="list-style-type: none"> • The sites are to be inspected by the Mapoon Land & Sea Rangers for habitat assessment prior to vegetation clearance. • Suitable nearby habitat is to be identified by the Mapoon Land & Sea Rangers for displaced fauna and flora. • Spotter catching by the Mapoon Land & Sea Rangers prior to and during clearing activities to relocate fauna and flora where possible. 	Prior to and during clearing of site
<p>(12) Street Trees</p>	
<p>11.1 At least one street tree is to be planted every 15m on each side of the road.</p>	
<p>(13) Footpaths</p>	
<p>12.1 A footpath is to be constructed and maintained on at least one side of the road.</p>	

Reasons for Decision

As discussed within this report, the proposed development is considered to be consistent with the following relevant overall outcomes:

- Is providing additional housing opportunities within the Mapoon community
 - is conveniently located close to existing services already established in Mapoon.
 - is likely to generate short-term construction employment opportunities.
 - has assessed and mitigated potential risk associated with natural hazards (flood, bushfire and coastal hazards).
 - mitigates potential risk to birds and fauna resulting from removal of vegetation including the requirement for Habitat Assessment by a suitably qualified Habitat Assessor and or Mapoon Land and Sea Rangers and associated activities to reduce impact.
 - has identified that the subdivision is able to access Water Supply, Sewer, Electricity, Lighting and Telecommunications efficiently as there are existing services in the surrounding areas.
-

Historical Information

The subject site is vacant land. A Cultural heritage Assessment was completed and there is no mapped cultural Heritage on the land subject to development.

Policy Implications

Nil

Risk Management Implications

Potential Bushfire and Flood mitigation is proposed via a new road/Fire Trail and creation of proposed drainage lot 999.

Statutory Environment

Planning Act 2016

Planning Regulation 2017

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Cape York Regional Plan

Consultation

Chief Executive Officer, Mapoon Aboriginal Shire Council

Attachments	
Attachment A	Development Application Assessment
Attachment B	Proposed Lots 301-306 & Balance Lot
Attachment C	Proposed Setback Plan for Lots 301-306 Wheeler Street

Decision Making Period

Assessing and deciding on applications period as set in the *Planning Act 2016* and *Development Assessment Rules* (s.60 & 61(3));

- 10 Business Days for a Confirmation Notice from date after receiving an application; and
- 40 Business Days for a Referral Response from date after referral of an application; and
- 35 Business Days from date of Referral Response received or impact consultation completed the application must be assessed and a decision made.
- 5 Business Days from date of a decision made the Decision Notice must be mailed out.

Note: Public Holidays and close down periods are excluded from Business Days.

PLEASE NOTE

If no decision has been made within the relevant Decision-Making period, the application is Deemed Approved with Ministers Conditions applicable.

IDAS item	Date
Application lodged with Council	01/04/2022
Action Notice Issued	N/A
Confirmation Notice Issued	10/05/2022
<i>Referrals Information Received</i>	31/05/2022
<i>Impact Consultation period</i>	N/A
<i>Planning Act 2016 - Decision Making Period Concludes</i>	19/07/2022
Applicant agreed Decision Making Period Extension concludes	N/A
Council Meeting	21/06/2022
Decision Notice preparation and mail-out Period Concludes	28/06/2022

Assessment against Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment 2019).

The development proposal is assessable under the Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019).

The Assessment Manager is the Mapoon Aboriginal Shire Council as determined by Schedule 8 of the *Planning Regulation 2017*. Under the *Planning Act 2016*, the Reconfiguring of Lot 4 SP278077 to create six (6) Lots numbered 301-206, one (1) Drainage Lot numbered 999, New Road/Fire Trail with two (2) accesses off Wheeler Street, Mapoon and Balance Lot 4; and the Operational Works (Staged Clearing of Vegetation); and the Boundary Setback Amendment (to residential houses from all boundaries) are determined to be **Code Assessable**.

The application was reviewed against the Development Assessment Rules to assess whether the application triggered referral agency assessment. The Development Applications Management System (DAMS) was

checked for mapped triggers of which the below are mapped, however no referral has occurred. The application was referred to ERGON Energy via the IDAS Form 1 trigger.

Matters of Interest Triggered but not referred:

Trigger	Reason for non-referral
Coastal Protection: <ul style="list-style-type: none"> Coastal Management District Coastal Area – Erosion Prone Area Coastal Area – Medium Storm Tide Inundation Area Coastal Area – High Storm Tide Inundation Area 	Not referred as all proposed new boundaries of the lots and new road are more than 30m from the Erosion Prone Area.
Water Resources: <ul style="list-style-type: none"> Great Artesian Water Resource Plan Area 	Water runoff associated with the future use of the development site for residential purposes is not likely to generate risk to the aquifer.
Native Vegetation Clearing <ul style="list-style-type: none"> Regulated Vegetation Management Map (Category A and B) 	<p>The land is zoned Township and contains remnant vegetation (least concern). Under State Vegetation laws clearing of vegetation is already Exempt Clearing under Planning Act Schedule 21 Part 2 Item 2 (g) “urban purposes in an Urban Area”.</p> <p>Note: Vegetation Clearing is assessable under the Planning Scheme and is Code Assessable – Operational Works Code. For the Wheeler Street lots, the land is mapped as “MSES Regulated Vegetation (Essential Habitat), thereby triggering the Environmentally Significant Areas Overlay Code.</p>

Council as the Assessment Manager will undertake assessment of the application against the relevant codes making the decision pursuant to section 60 of the *Planning Act 2016*, are outlined in 45(3) and s26 to 28 of the *Planning Regulations 2017*.

An assessment against the applicable provisions of the Mapoon Aboriginal Shire Council Planning Scheme 2017 has been undertaken as reflected hereunder:

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Proposed Use	Zoning	Zone Codes	Overlay Codes
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Residential	Township Zone (Red Beach Precinct)	<ul style="list-style-type: none"> • Township Zone Code • Reconfiguring a Lot Code • Operational Works Code 	<ul style="list-style-type: none"> • Natural Hazard Overlay Code • Environmentally Significant Areas Overlay Code
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Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Code	Purpose	Assessment
Township Zone Code	<p>The purpose of the Township Zone Code is to provide for small to medium size urban settlements. Development provides for a mix of uses including residential, retail, business, education, industrial, community purpose, recreation and open space that support the needs of the local community.</p> <p>The local government purpose of the code is to encourage and accommodate the establishment of predominantly urban activities in a logical and cost efficient manner within the Township Zone to service the current Mapoon community and the expected demands for future development.</p> <p>Township Zone provides opportunities for a range of land uses including business, residential (permanent and temporary) accommodation, service industries, recreational and community facilities along with associated network infrastructure.</p> <p>Maintaining suitable access for residents, protecting the character and amenity of our urban area and provide a mixture of housing to encourage homeownership among existing and returning residents is central to managing how Mapoon evolves.</p> <p>The Planning Scheme further divides the Township Zone into the following precincts: (a) Red Beach; b) High Rise; c) Airport Land and Industry.</p> <p>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</p>	<p>The proposal seeks to provide an additional six (6) residential lots within the Township Zone and Red Beach Precinct which will provide a mix of future housing options and residential dwelling choices to meet the needs of the local community.</p> <p>The proposal generally meets the acceptable outcomes of the Township Zone; however, it does seek a Boundary Setback Dispensation for all Boundaries of the reconfigured six (6) residential lots and associated future residential dwelling houses.</p> <p>The Boundary Setback Dispensation can be considered to be reasonable at 8m due to the fencing areas being cleared (10m is required under Planning Scheme and 9m to achieve a Bushfire Attack level of BAL29).</p> <p>Communications and Electricity supply will be extended along the section of Wheeler Street to service the lots which can be considered to be adequate.</p> <p>Stormwater will be conditioned to be adequately managed during construction in accordance with basic FNQROC and a Soil and Erosion management plan.</p> <p>The proposal can be considered to provide sufficient pedestrian and cyclist access via Wheeler Street and the township areas where people live, work and spend time socialising.</p>

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Code	Purpose	Assessment
	of the way that people live, work, socialise and spend leisure time.	
Reconfiguring a Lot Code	<p>The purpose of the reconfiguring a lot code is to:</p> <p>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; 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; protect areas of cultural heritage significance from inappropriate development; 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; make sure that new lots have suitable access to town services; make sure that development does not result in unnecessary and unreasonable impacts on the environmental values identified throughout the shire.</p>	<p>The proposal intends to reconfigure Lot 4 to create six (6) residential lots in the Township Zone. The proposed balance lot 4 is located within the Environmental Management and Conservation Zone.</p> <p>The proposed Residential Lots can be considered to be positioned, designed and constructed to ensure that potential impacts of flood, bushfire, coastal hazards and landslide are minimised in that the lots are approx.. RL8.5m AHD; the proposed fire trail is designed to provide a suitable firebreak and are located above high storm tide level and proposed lot 999 provides drainage to mitigate potential flooding.</p> <p>Allotment Sizes comply with the minimum requirements.</p> <p>Access, on-site Parking is provided via Wheeler Street and will be required to comply with Council's standard engineering specifications.</p>
Operational Works Code	<p>The purpose of the operational works code is to:</p> <p>(a) Ensure that development is provided with adequate infrastructure and services;</p> <p>(b) Manage the impact of development on the environmental values identified throughout the shire.</p>	<p>The proposal can be considered to comply generally with the Operational Works Code in that risk has been mitigated where possible.</p> <p>The Operational Works can be considered reasonable as the intended use for the subject site for residential development has been recommended by the Mapoon community as published in the Mapoon Master Plan.</p>

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Code	Purpose	Assessment
	<p>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.</p>	<p>The vegetation clearing is to be undertaken with appropriate on-site erosion and sediment control measures and will be staged on a lot by lot basis as housing is developed. This staged approach also contributes to minimising potential risk to animals and birds on the site.</p> <p>The proposal can be considered to be appropriate use of the land as it mitigates potential risk to birds and fauna resulting from removal of vegetation including the requirement for Habitat Assessment by a suitably qualified Habitat Assessor and or Mapoon Land and Sea Rangers and associated activities to reduce impact.</p>
Natural Hazard Overlay Code	<p>The purpose of the code is to protect the safety of people within the Mapoon Local Government Area and manage development outcomes to ensure that natural hazards, particularly related to flooding, bushfire and coastal hazards are identified and the risk to life, property and infrastructure is minimised in considering land use decisions.</p> <p>The purpose of the code will be achieved through the following overall outcomes: General (a) Our community can safely evacuate during times of disaster;(b) New development avoids the release of hazardous materials as a result of a natural hazard event. Natural Hazards (Flooding)(a) People and property are not put at extra risk from flooding events and the potential damage to property and infrastructure resulting from development adversely impacting flooding is minimised; (b) Development within the flood hazard</p>	<p>The proposal can be considered to comply generally with the Natural Hazard Overlay Code in that risk has been mitigated where possible.</p> <p>Bushfire: The subject site has been investigated for its acceptability for the establishment of new residential housing and risk of Bushfire. The subject site can be considered suitable for housing due to the proposed mitigation being an addition of a fire trail with two access off Wheeler Street Mapoon to act as a perimeter road.</p> <p>The provision of this proposed fire trail (future road) at the rear of the proposed subdivision will also act as a fire break, mitigating risk.</p> <p>All six (6) residential lots front onto existing Wheeler Street providing an escape path for residents as well as access for emergency crews to respond safely in natural hazard events.</p>

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Code	Purpose	Assessment
	<p>overlay area is supported by the appropriate technical assessment that demonstrates that the development is capable of achieving the purpose of the code; (c) The establishment of 'new' housing in areas susceptible to flooding is not supported unless sufficient evidence can be provided to address localised flooding concerns and no alternative arrangements exist that can accommodate a similar proposal; (d) No 'new' allotments are created on land that is susceptible to flooding unless sufficient consideration and investigations have been completed to mitigate the risks posed by the natural hazard. Natural Hazards (Bushfire) (a) The establishment of 'new' housing in areas susceptible to bushfire is not supported unless sufficient evidence can be provided to address the bushfire hazard and no alternative arrangement exists that can accommodate a similar proposal; No 'new' allotments are created on land that is susceptible to bushfire unless sufficient consideration and investigations have been completed to mitigate the risks posed by the natural hazard. Natural Hazards (Landslide) (a) Land within the planning scheme area is generally flat, however consideration of risk for landslide or slope stability will be important in particular locations adjacent to watercourses etc and should be managed to ensure suitable development outcomes. Natural Hazards (Coastal Protection) (a) Development in the 'high' storm tide inundation area is regulated to limit development there by maintaining the natural function of the coast and reducing the potential for impacts on the community, infrastructure & property; (b) The establishment of 'new' housing in areas susceptible to coastal inundation is not supported unless sufficient evidence can be</p>	<p>Flood: Proposed Lot 999 (20m Wide) has been located at the low point of Wheeler Street where there are existing stormwater culverts. Some minor reshaping of lot 999 may be required, but the flows fall towards the west.</p> <p>Drainage calculations will be needed at Operational Works Stage to confirm the exact capacity of the drain through lot 999, and that the impact of any filling will not affect any of the proposed lots.</p>

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Code	Purpose	Assessment
	<p>provided to address localised flooding concerns and no alternative arrangements exist that can accommodate a similar proposal; and (c) No 'new' allotments are created on land that is susceptible to flooding, coastal hazards or bushfire unless sufficient consideration and investigations have been completed to mitigate the risks posed by natural hazards.</p>	
<p>Environmentally Significant Areas Overlay Code</p>	<p>The purpose of the code is to protect and enhance the significant environmental values that are found across the Mapoon Local Government Area and to ensure that land use activities are managed to minimise the potential for detrimental impacts through development.</p> <p>The purpose of the code will be achieved through the following overall outcomes: Development in Environmentally Significant Areas will not be supported unless there is an overriding need for essential community infrastructure or demonstrated economic benefit that justifies the proposed development.</p> <p>The impacts of development on Environmentally Significant Areas are avoided and where considered a necessary component of development, any impacts are managed to conserve and protect ecological function. Maintaining a suitable separation of development from Environmentally Significant Areas is considered the best option in limiting potential impacts between development and the natural environment; Promoting connection between areas of significant vegetation through the use of environmental</p>	<p>The subject site is mapped as containing Essential Habitat. The development can be considered to be suitable with the application of conditions that mitigate risk to habitat.</p>

Mapoon Aboriginal Shire Council Planning Scheme (Alignment Amendment adopted 16 July 2019 and commenced 04 November 2019)

Code	Purpose	Assessment
	<p>corridors to support movement of wildlife is encouraged;</p> <p>(e) Areas containing endangered, vulnerable and rare species are maintained and, where possible, protected to facilitate greater connection with existing environmental corridors; Where development occurs, the impacts on ecological processes are minimised through utilising best practice management techniques; (g) Significant waterways and wetlands including the Wenlock River Basin Area are managed and maintained for their importance to biodiversity conservation, tourism and recreation;</p>	

Purpose	Assessment
<p>All new residential subdivisions in Queensland are to be assessed against benchmarks relating to:</p> <ul style="list-style-type: none"> • Connectivity • block lengths (Max. 250m) • footpaths (provided on at least one side of local neighbourhood roads and both sides of main streets) • park or open space (blocks are within 400m of a Park or Open Space) • street trees 	<p>The design of the roads and lots provide sufficient connectivity for pedestrians as the lots are rectangle with frontage onto an existing road and allows for connection to future roads and footpaths in surrounding areas and do not exceed the maximum length for a boundary block at 230m (Max. is 250m).</p> <p>It is recommended that one street tree is provided every 15m.</p>

Assessment of application against Mapoon Master Plan (Amendment V2 dated 15 December 2020)

This proposal is consistent with the Mapoon Master Plan, which involved extensive community consultation about the future use of the subject site. The Preferred Option for the subject site published in the Master Plan is residential use of the site with mapping and costings of the desired residential development published along with a recommendation for this development application to be drafted. The subject site is located within walking distance to the proposed Waterfront, Recreation, Community, Central and Civic Precincts proposed in Master Plan making the location highly desirable for residential purposes. The below Figure 4 shows the subject sites proximity to future residential, Open Space, Tourism and Community Facilities extracted from the Master Plan Preferred Option. The subject Site is labelled Residential 2.



Figure 4 Extract from Master Plan Preferred Option showing the subject site as Residential 2.

State Planning Policy Assessment

An assessment against the 'applicable' provisions of the relevant State Interests has been undertaken as reflected hereunder.

The *State Planning Policy (SPP)* is a key component of Queensland's planning system. The SPP (July 2017) expresses the state's interests in land use planning and development. The SPP has effect throughout Queensland and sits above regional plans and planning schemes in the hierarchy of planning instruments under the Act.

The SPP focusses on delivery of outcomes and applies to:

- i. a local government in assessing a development application
- ii. an assessment manager or referral agency in assessing a development application

STATE PLANNING POLICY, JULY 2017					
	Livable Communities & Housing	Economic Growth	Environment & Heritage	Safety & Resilience to Hazards	Infrastructure
1	Housing supply & diversity	Agriculture	Biodiversity	Emissions & hazardous activities	Energy & water supply
2	Liveable communities	Development & construction	Coastal environment	Natural hazards, risk & resilience	Infrastructure integration
3		Mining & extractive resources	Cultural heritage		Transport infrastructure

STATE PLANNING POLICY, JULY 2017					
	Livable Communities & Housing	Economic Growth	Environment & Heritage	Safety & Resilience to Hazards	Infrastructure
4		Tourism	Water quality		Strategic airports & aviation facilities
5					Strategic ports

Housing Supply and Diversity

The proposed development contributes to the delivery of affordable housing and housing choice by providing additional lots that are able to be easily developed and connected to infrastructure. The design is appropriate for the zoning and provides generous lot sizes suitable for families.

Liveable Communities

The proposed development provides additional land to ensure there is a sufficient supply of land suitable for all forms of housing to meet the needs of the changing Mapoon community now and into the future.

Development and Construction

This proposal enhances economic development in Mapoon by contributing to the supply of suitable land for residential use that is in close proximity to essential infrastructure and is appropriate for the surrounding land uses.

Cultural Heritage

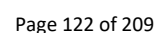
This proposal ensures that cultural heritage or heritage character is protected and enhanced by development to preserve the historic character and identity of Mapoon Township and surrounding landscape.

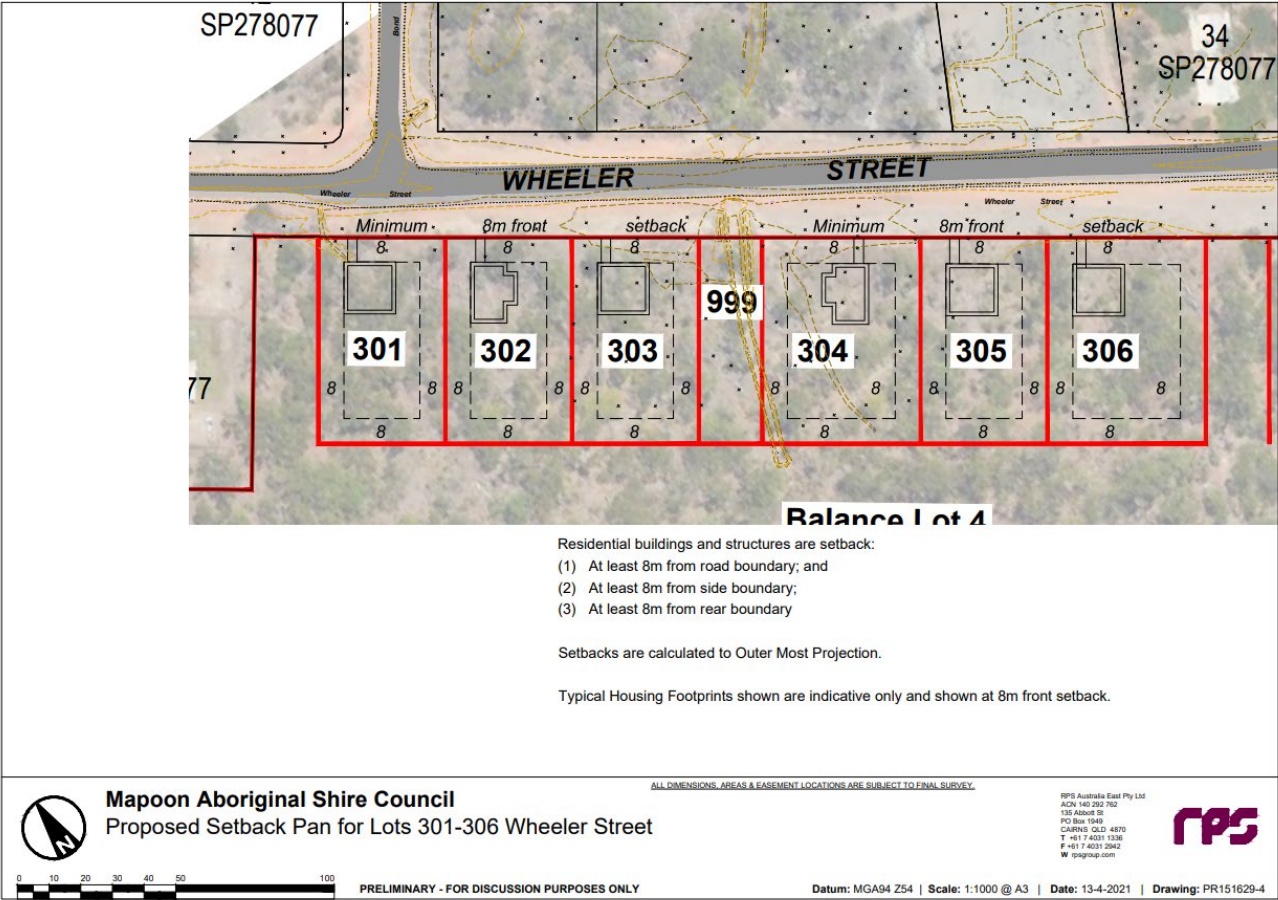
Energy and Water Supply

The proposed development maximises the use of existing infrastructure and protects water quality.

Natural Hazards, Risk and Resilience

The proposal has assessed and mitigated potential risk associated with natural hazards (flood, bushfire and coastal hazards).





MAPOON ABORIGINAL SHIRE COUNCIL
TRUSTEE & COUNCIL RESOLUTION

The Council is the Local Government Authority for the Mapoon Aboriginal Shire area and the Trustee of the Mapoon Deed of Grant in Trust (DOGIT). As the Local Government Authority, Council as duly elected representatives of the community, through local decision making has the responsibility of deciding what is in the best interest of the community, advancing a thriving community.

It is considered that approving (with conditions) the Reconfiguration of a Lot to create new residential lots and associated Operational Works at Wheeler Street, Mapoon is of benefit to and representative of the aspirations of the Mapoon community.

Council as the Local Government Authority and Trustee of the DOGIT resolves to approve (subject to conditions):

- a. The Development Application lodged with Council for:
 - i. Reconfiguring of Lot 4 on SP278077 at Wheeler Street, to create six (6) Residential Lots 301-206, one (1) Drainage Lot 999 and Balance Lot 4;
 - ii. Operational Works (Clearing of Vegetation); and
 - iii. Setback Dispensation (all boundaries).

Moved by: -

Seconded by:-..... ALL IN FAVOUR. MOTION CARRIED.

7.9 EXECUTIVE MANAGER COMMUNITY DEVELOPMENT REPORT

Author: Wally Ziegelbauer, Executive Manager of Community Development

Authoriser: Tim Rose, Acting CEO

Attachments: 1. Womens Group - May-June Report 22

PURPOSE OF REPORT

Present Council with a report of program performance and operational actions for the previous month.

BACKGROUND

Council provides a range of community-based services for the benefit of Mapoon residents and visitors.

DISCUSSION

Activities of the past month.

Program (ACTIONS)**Status Report**

<p><u>Community Development</u></p> <p>The Women's Program Officer has developed an activity plan which includes identified priorities for the Mapoon ladies.</p> <p>PCYC and Youth Activities</p> <p>Recreation activities for youth continue fortnightly on Tuesdays and Thursdays at the Jerry and Ina Hudson Hall.</p> <p>.</p>	<ul style="list-style-type: none"> • Women's Program Three planning meetings have been held in May with Mapoon ladies. Focus of these meetings was to priorities activities and other regular programs of interest. Attached for your information is a brief report from those meetings and the proposed activities ad interests gathered from the meetings. • PCYC Activities continue for Mapoon youth two days per fortnight at this stage. Times are currently restricted to certain days as the PCYC officer is also covering Napranum due to a lack of staff to support the program. Participant numbers have been low, and, on some days, there were only two young people attending. <p>PCYC have agreed to assist in developing the program for Mapoon youth</p>
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<p><u>Community Services</u></p> <p>Continued planning and development of Mapoon Aged Care operational policies and identifying staff training and work practices has been a priority over the past month.</p> <p>Activates for Aged Care clients are being run at the center on a weekly basis and in-house training for staff is also a priority.</p> <p>The Playgroup program is back online with the two positions recently filled.</p>	<ul style="list-style-type: none"> • Aged Care Services <p>The Community Services Coordinator attended a Regional Aged Care Workshop in Cairns during the week 23-27 May.</p> <p>The focus of the Workshop was to update service providers on changes under the Aged Care program and to ensure services are meeting the needs of their clients.</p> <p>This workshop was delivered by Barbara Schmidt and Associates. Barbara and staff will be visiting Mapoon during the week 20-23 June.</p> <ul style="list-style-type: none"> • Playgroup <p>The playgroup staff have spent the first few days cleaning and sorting office equipment.</p> <p>A welcome back day is planned for families and children to get to know them and make them welcome. This will also be used to identify activities and plan for sessions when parents can attend and support and assist the learning of their child.</p>
<p><u>Community Engagement</u></p> <p>Messages are being delivered on social media as well with flyers posted in the community.</p>	<p>Communication and promotion of activities continues these sites.</p> <p>Both Playgroup and the Women's program plan to utilise Facebook and posters to promote activities and other events.</p>
<p><u>Business Units</u></p> <p>Requests for Paanja Lodge accommodation have continued to be high over the past month, mainly for visitors on fishing trips and government representatives.</p> <p>Cleaning services will need to increase and replacement of two previous casual workers is required.</p>	<ul style="list-style-type: none"> • Holiday and Contractor Accommodation <p>Accommodation and camping sites bookings have increased.</p> <p>These include campers and fishers many of whom are coming from interstate with the borders being opened from COVID restrictions. There is also an expected increase in occupancy with contractors which has begun over the last few weeks.</p>

<p>Centrelink access has been an issue for some time in the Mapoon Centre.</p> <p>Jason Jia has been monitoring and planning for relocation of artifacts and other items to the Centre and working on display areas and visitor access.</p>	<p>The four new cabins are still to come into service with some minor works still to be completed. This will ensure the demand for accommodation is able to be met with the coming dry season.</p> <ul style="list-style-type: none"> • Centrelink Centrelink access has been restricted due to the system being off- line. We are waiting on advice that it has been addressed. <p>Participants have been assisted to lodge claims from Council office where they can't get into town.</p> <ul style="list-style-type: none"> • Indigenous Knowledge Centre (IKC) The IKC position has been filled and training and set up of the Centre is being planned in conjunction with State Libraries who are planning a visit to assist with establishing the Centre and propose a soft opening once the IKC is set up.
<p><u>Disaster Recovery Operation</u></p> <p>The Disaster Recovery Plans review is ongoing.</p>	<p>Mapoon Rangers have previously provided services to remove trees and other items from around the community and from resident's houses.</p>
<p><u>Economic Development</u></p> <p>Progress has been made with focus on vacant positions at Playgroup and IKC.</p>	<p>Recent funding agreements have been finalised for the IKC, First 5 Forever and Playgroup.</p>

RECOMMENDATION

That the report of the executive manager community development be received and noted.

Mapoon Women's Group May - June Report – Pauline Smith: - Women's Program Officer**Tuesday, 12 May 2022,**

Ladies that attend the meeting gave they view's on how Mapoon Women can benefit out of the programs that is facilitated by Women's Group.

Some of the New Ideas that came out of the discussion were: -

- Year 12 equivalent studies:
- Driving lessons:
- On Country Trips:

Tuesday, 24 May 2022,

Jo Linnane informed me to ask the Ladies to pick (3) programs to start with, which I put forward to the ladies.

Three Apunipima representative attended and gave information regarding how they can assist with the programs.

Three programs that they said they would like to start was:

1. On Country Trips
2. Arts & Craft
3. Apunipima information session

Tuesday, 30th May 2022

Sewing workshop was on this day.

Pauline Smith

MASC – Women's Program Officer

7.10 EXECUTIVE FINANCE MANAGER MAY 2022 REPORT

Author: Elzebie Groenewald, Executive Manager Financial Services

Authoriser: Tim Rose, Acting CEO

Attachments:

1. Financial Report May 2022
2. Schedule of Fees and Charges 2022-2023
3. QAO 2022 External Audit Plan

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 has been busy with the Interim Audit with Queensland Audit Office and we are on target on meeting their due dates. The QAO Interim Report will be presented to Council for review.

Profit & Loss

As at 31st May 2022 the Council made a net loss of \$1.832M. This includes depreciation of \$2.231M and Capital Expenditure of \$447,847 funded by various funding bodies.

Revenue

As at 31st May 2022 the Council received revenue totalling \$14.060M, 31% below the budget of \$20.608M. This is due to timing of funds expected to be received for various projects.

General Expenses & Cost Of Goods Sold

As at 31st May 2022 Council total expenditure was \$15.893M, 23% below the budget of \$20.835M. This is due to a timing difference on completing projects.

Accommodation:

The Accumulated Profit for accommodation and camping at 31st May 2022 is \$11,119. The average occupancy rate for the 11 months is 30%. The Budget includes new cabins that should have been online in February.

Untied Funds

The Council currently holds \$3.412M in untied funds.

Fees and Charges 2022-2023

The Schedule of Fees and Charges for 2022 -2023 has been reviewed and has been attached to this report.

Queensland Audit Office

QAO 2022 External Audit Plan is attached and ask Council to adopt this EAP as they are normally presented to an Audit Committee.

RECOMMENDATION

That Council endorses the following:-

1. Financial Reports for the financial period May 2022.
2. Council adopts the Schedule of Fees and Charges 2022-2023.
3. Council adopts the QAO 2022 External Audit Plan.

PO Box 213
Weipa Qld 4874

Profit & Loss [Budget Analysis]

July 2021 through June 2022

	Selected Period	Budgeted	S Difference	% Difference
Income				
Agency Fees				
Income - Centrelink Agency Fee	\$26,560.59	\$20,265.67	\$6,294.92	31%
Income - Postal Agency Commis	\$9,594.75	\$10,256.58	-\$661.83	-6%
Landing Fees	\$0.00	\$110.00	-\$110.00	
Revenue - Hire - Plant & Equip	\$20,955.56	\$651,557.50	-\$630,601.94	-97%
Revenue - Hire of Vehicle	\$19,605.91	\$24,527.25	-\$4,921.34	-20%
Income - Fishing Licence	\$7,545.00	\$4,595.25	\$2,949.75	64%
Membership Fee	\$2,653.49	\$6,671.50	-\$4,018.01	-60%
Ranger Contract Services	\$56,290.16	\$14,282.58	\$42,007.58	294%
L&S Miscellaneous Income	\$30,273.91	\$3,058.00	\$27,215.91	890%
Rental Receipts Social Housing	\$15,549.60	\$16,445.00	-\$895.40	-5%
Staff Housing	\$21,378.58	\$15,015.00	\$6,363.58	42%
Rates	\$20,296.82	\$13,376.92	\$6,919.90	52%
Lease payments Housing	\$182,495.70	\$270,147.17	-\$87,651.47	-32%
Dongas Accommodation	\$283,339.21	\$439,398.67	-\$156,059.46	-36%
Rental - Misc properties	\$119,614.60	\$129,074.92	-\$9,460.32	-7%
Income - Administration Fees	\$611,036.20	\$716,751.75	-\$105,715.55	-15%
Income - Bank Interest	\$14,540.80	\$22,496.83	-\$7,956.03	-35%
Works Sales - Houses	\$2,845,411.52	\$6,043,105.75	-\$3,197,694.23	-53%
Workshop Sales - Mech External	\$3,963.38	\$21,678.25	-\$17,714.87	-82%
Workshop sales Internal	\$99,996.05	\$149,526.67	-\$49,530.62	-33%
Workshop sales Fuel Internal	\$73,091.18	\$66,285.08	\$6,806.10	10%
Workshop sales fuel External	\$4,927.40	\$826.83	\$4,100.57	496%
Store Sales - GST	\$122,966.20	\$164,241.00	-\$41,274.80	-25%
Store Sales - GST Free	\$148,649.27	\$161,098.67	-\$12,449.40	-8%
Camping Fees- Town , Cullen Pt	\$27,735.49	\$14,900.42	\$12,835.07	86%
Camping Fees-Outside town area	\$0.00	\$1,663.75	-\$1,663.75	
Store sales - Fuel	\$451,447.82	\$358,703.58	\$92,744.24	26%
Store Sales- Phone IT Services	\$22,759.85	\$22,536.25	\$223.60	1%
Store Sales- Electricity cards	\$41,118.01	\$52,964.08	-\$11,846.07	-22%
ATM - Rebates	\$6,339.60	\$7,508.42	-\$1,168.82	-16%
Store Sales - Cigarettes	\$170,851.08	\$193,593.58	-\$22,742.50	-12%
Aged Care Meals	\$555.48	\$0.00	\$555.48	
Sales - Gas Bottles	\$13,907.41	\$16,409.25	-\$2,501.84	-15%
Washing Machine, Coin operated	\$784.55	\$396.92	\$387.63	98%
Sales - AMO Service	\$0.00	\$2,842.58	-\$2,842.58	
Reimbursements	\$170,576.70	\$102,739.08	\$67,837.62	66%
Refunds/Claims	\$0.00	\$3,377.00	-\$3,377.00	
Unexpended Grants b/fwd	\$0.00	\$2,042,966.75	-\$2,042,966.75	
Unexpended Grants C/fwd	\$0.00	\$8,340.75	-\$8,340.75	

Grants - General Purpose	\$462.62	\$13,750.00	-\$13,287.38	-97%
Grants - Operating - State	\$4,605,519.62	\$3,344,640.75	\$1,260,878.87	38%
Grants - Operating - C'with	\$1,477,400.08	\$3,153,911.75	-\$1,676,511.67	-53%
Grants - Operating - Other	\$61,844.27	\$118,095.08	-\$56,250.81	-48%
Grants - Capital - State	\$2,123,220.65	\$1,379,583.33	\$743,637.32	54%
Grants - Capital - C'With	-\$520,756.85	\$641,666.67	-\$1,162,423.52	-181%
Grants - Capital - Other	\$485,319.72	\$100,041.33	\$385,278.39	385%
Donations	\$103,443.93	\$20,680.00	\$82,763.93	400%
Disposal of assets	\$21,454.54	\$41,708.33	-\$20,253.79	-49%
Total Income	\$14,060,874.93	\$20,607,812.50	-\$6,546,937.57	-32%

Cost of Sales

Store rebates	-\$2,325.91	-\$2,848.08	\$522.17	-18%
Store CoS General	\$191,636.45	\$211,768.33	-\$20,131.88	-10%
Store CoS- Cigarettes	\$138,248.88	\$147,846.42	-\$9,597.54	-6%
Phone IT cards	\$22,838.40	\$21,826.75	\$1,011.65	5%
Store COS Powercards	\$38,703.52	\$47,656.58	-\$8,953.06	-19%
StoreStock Adj. Spoilage/Theft	\$3,539.47	\$11,701.25	-\$8,161.78	-70%
Stock Store Useage	\$90.85	\$0.00	\$90.85	
Store StockValuation Adjusts	\$29,465.38	\$0.00	\$29,465.38	
Store Freight	\$48,929.44	\$64,385.75	-\$15,456.31	-24%
Store CoS Fuel	\$396,383.23	\$209,741.58	\$186,641.65	89%
Store Camp Fee Royalties	\$12,656.40	\$5,751.17	\$6,905.23	120%
Purchases - Workshop Stock	\$47,466.03	\$93,991.33	-\$46,525.30	-49%
Purchases - Workshop Fuel	\$61,081.93	\$26,813.42	\$34,268.51	128%
Freight- Workshop	\$16,150.70	\$13,316.42	\$2,834.28	21%
Works Materials - Houses	\$340,860.90	\$21,133.75	\$319,727.15	1513%
Works Materials -not-Houses	\$620,394.63	\$3,302,679.42	-\$2,682,284.79	-81%
Freight - Works - houses	\$67,261.59	\$1,980.92	\$65,280.67	3295%
Freight General	\$27,494.78	\$15,213.92	\$12,280.86	81%
Works - Contractors - Houses	\$469,294.54	\$3,655,313.75	-\$3,186,019.21	-87%
Works Contractors - not houses	\$4,029,928.88	\$3,010,250.83	\$1,019,678.05	34%
Works - Small tools	\$271.36	\$0.00	\$271.36	
Purchases - Gas Bottles	\$14,141.61	\$9,681.83	\$4,459.78	46%
gas bottles - Connection fee	\$0.00	\$171.42	-\$171.42	
Test Inspection Costs	\$820.00	\$0.00	\$820.00	
Water Supply expenses	\$22,015.41	\$16,729.17	\$5,286.24	32%
Total Cost of Sales	\$6,618,346.78	\$10,885,105.92	-\$4,266,759.14	-39%

Gross Profit	\$7,442,528.15	\$9,722,706.58	-\$2,280,178.43	-23%
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Expenses**Employment Expenses****Wages and Salaries**

Wages & Salaries	\$2,660,214.58	\$3,126,567.58	-\$466,353.00	-15%
Annual Leave	\$245,956.88	\$349,597.42	-\$103,640.54	-30%
Long service leave	\$29,777.62	\$0.00	\$29,777.62	
Sick leave	\$77,276.82	\$109,947.75	-\$32,670.93	-30%

Superannuation	\$340,408.26	\$439,697.50	-\$99,289.24	-23%
Staff Amenities	\$0.00	\$2,161.50	-\$2,161.50	
Staff Housing Rents	\$0.00	\$13,406.25	-\$13,406.25	
Staff Recruitment & Relocation	\$16,767.01	\$35,272.42	-\$18,505.41	-52%
Training Costs	\$62,316.37	\$36,966.42	\$25,349.95	69%
Training Wages	\$0.00	\$25.67	-\$25.67	
Employee Allowances	\$40,116.16	\$56,796.67	-\$16,680.51	-29%
Uniforms	\$8,315.96	\$19,841.25	-\$11,525.29	-58%
Workers' Compensation	\$21,056.65	\$39,666.92	-\$18,610.27	-47%
Flight entitlements	\$8,443.91	\$29,964.92	-\$21,521.01	-72%
Other Employer Expenses	\$47.27	\$0.00	\$47.27	
Workplace Health & Safety	\$90,654.46	\$88,201.67	\$2,452.79	3%
Administration / Overheads	\$603,225.59	\$611,523.92	-\$8,298.33	-1%
Advertising (not employment)	\$8,966.11	\$11,614.17	-\$2,648.06	-23%
Theft & Loss	\$639.09	\$0.00	\$639.09	
Powercard Purchases	\$697.50	\$0.00	\$697.50	
Freight	\$41,775.38	\$6,348.83	\$35,426.55	558%
Hire of Equipment - non works	\$78,116.69	\$1,233.83	\$76,882.86	6231%
Insurance	\$276,836.76	\$210,283.33	\$66,553.43	32%
Tools & Minor Equipment	\$29,163.35	\$33,925.83	-\$4,762.48	-14%
Tools & Equipment >\$500	\$48,599.91	\$28,826.42	\$19,773.49	69%
Catering	\$27,221.41	\$9,378.42	\$17,842.99	190%
Cleaning Expenses	\$10,428.97	\$30,656.08	-\$20,227.11	-66%
Fees/Charges/Licences	\$81,293.58	\$70,479.75	\$10,813.83	15%
Legal Fees	\$118,439.89	\$61,907.08	\$56,532.81	91%
First Aid Supplies	\$1,367.16	\$17.42	\$1,349.74	7750%
Admin Freight Paid	\$2,089.79	\$6,399.25	-\$4,309.46	-67%
Sundry Expenses	\$71,134.99	\$80.67	\$71,054.32	88084%
Service Fees	\$232.10	\$3,779.42	-\$3,547.32	-94%
Computer Equipment	\$8,618.70	\$27,092.08	-\$18,473.38	-68%
Office Supplies	\$12,287.93	\$20,273.00	-\$7,985.07	-39%
Printing & Stationery	\$18,325.38	\$16,764.92	\$1,560.46	9%
Security Expenses	\$151.15	\$5,488.08	-\$5,336.93	-97%
Grounds Maintenance	\$4,926.30	\$3,611.67	\$1,314.63	36%
Audit Fees	\$33,065.32	\$67,558.33	-\$34,493.01	-51%
IT - Data Control	\$22,378.34	\$1,979.08	\$20,399.26	1031%
IT - Internet & Email Fee	\$75,160.12	\$29,678.00	\$45,482.12	153%
IT - Support (Helpdesk)	\$11,550.00	\$11,283.25	\$266.75	2%
IT - Server & Data Storage	\$21,060.00	\$5,561.42	\$15,498.58	279%
IT - Website	\$26,284.57	\$7,962.17	\$18,322.40	230%
Telephone & Fax	\$123,453.60	\$135,384.33	-\$11,930.73	-9%
Postage	\$288.37	\$238.33	\$50.04	21%
Consultancy Fees	\$560,856.90	\$287,182.50	\$273,674.40	95%
Contractors	\$213,755.42	\$183,066.58	\$30,688.84	17%
Council Donation	\$1,400.00	\$34,413.50	-\$33,013.50	-96%
Electricity	\$74,973.16	\$93,488.08	-\$18,514.92	-20%
Gas Bottles - Council Use	\$272.73	\$979.00	-\$706.27	-72%
R&M: Council Buildings	\$11,953.55	\$6,553.25	\$5,400.30	82%

R&M: Equipment	\$13,011.47	\$28,556.92	-\$15,545.45	-54%
R&M: Infrastructure	\$0.00	\$30,760.58	-\$30,760.58	
R&M: Plant & Equipment	\$49,297.49	\$43,653.50	\$5,643.99	13%
R&M Water Supply	\$17,801.04	\$0.00	\$17,801.04	
Office Rental	\$6,250.00	\$0.00	\$6,250.00	
Subscriptions & Fees	\$58,868.57	\$13,577.67	\$45,290.90	334%
MV Fuel	\$102,158.82	\$86,676.33	\$15,482.49	18%
MV Hire	\$21,967.73	\$42,020.92	-\$20,053.19	-48%
MV Registration	\$30,673.53	\$28,088.50	\$2,585.03	9%
MV Repairs & Maintenance	\$116,999.07	\$192,230.50	-\$75,231.43	-39%
Accommodation	\$98,527.34	\$107,820.17	-\$9,292.83	-9%
Airfares	\$32,090.16	\$35,992.92	-\$3,902.76	-11%
Taxi Fares (inc Cab Charge)	\$1,247.57	\$566.50	\$681.07	120%
Travel Allowance	\$28,614.68	\$34,374.08	-\$5,759.40	-17%
Travel Other	\$8,355.89	\$4,578.75	\$3,777.14	82%
Artist Costs	\$450.00	\$3,639.17	-\$3,189.17	-88%
Visitor Management	\$0.00	\$3,258.75	-\$3,258.75	
Rangers - Camping Equipment	\$4,688.90	\$2,654.67	\$2,034.23	77%
Rangers - Field Consumables	\$1,529.74	\$4,156.17	-\$2,626.43	-63%
HACC Client Groceries	\$24,850.91	\$49,043.50	-\$24,192.59	-49%
Materials & Supplies	\$51,765.13	\$150,266.42	-\$98,501.29	-66%
Meeting & Seminar Costs	\$14,866.36	\$7,854.00	\$7,012.36	89%
Pest Control	\$72,989.57	\$15,076.42	\$57,913.15	384%
Sports & Recreation Expenses	\$0.00	\$7,486.42	-\$7,486.42	
Turtle Camp Costs	\$4,023.29	\$0.00	\$4,023.29	
Cultural Heritage-Elders Payts	\$0.00	\$1,833.33	-\$1,833.33	
Bank Fees & Charges	\$6,263.76	\$3,219.33	\$3,044.43	95%
Impairment of Debts	\$30,782.73	\$0.00	\$30,782.73	
Depreciation	\$0.00	\$0.00	\$0.00	
Depn - Houses	\$122,009.80	\$122,010.17	-\$0.37	0%
Depreciation, Buildings	\$623,830.68	\$623,831.08	-\$0.40	0%
Depn - Major Plant	\$35,246.31	\$35,246.75	-\$0.44	0%
Depreciation, Office Equipment	\$15,183.85	\$15,183.67	\$0.18	0%
Depreciation, Plant & Equipm't	\$198,374.33	\$198,374.00	\$0.33	0%
Depreciation, Store Equip't	\$24,814.90	\$24,815.08	-\$0.18	0%
Depn - Roads	\$896,581.29	\$896,581.58	-\$0.29	0%
Depn - Water	\$166,326.93	\$166,327.33	-\$0.40	0%
Depreciation Landfill	\$21,400.94	\$21,400.50	\$0.44	0%
Depreciation, Airstrip	\$116,527.18	\$116,526.67	\$0.51	0%
Depn - Boat ramp	\$5,532.23	\$5,532.08	\$0.15	0%
Depn- Fibre Optic Cable	\$5,733.20	\$5,732.83	\$0.37	0%
Capital Expenditure	\$22,887.77	\$447,847.58	-\$424,959.81	-95%
Total Expenses	\$9,274,863.96	\$9,949,920.75	-\$675,056.79	-7%
Operating Profit	-\$1,832,335.81	-\$227,214.17	-\$1,605,121.64	

Mapoon Aboriginal Shire Council
Balance Sheet
 As of May 31, 2022

Assets

Current Assets

11110-QCB - General Account	2,263,562.32
11112-QCB Shares	10.00
11117-QCB - Remote Housing 2	(4.00)
11118-QCB - Online Save A/C No9	3,157,935.41
11119-QCB - Online Banking - Remote Capital Program	775,387.17
11120-CBA Main account	251,263.04
11190-Electronic Clearing Account	(500.00)
Account Receivable	194,053.50
Inventories	100,910.15
Other Current Assets	470,049.02

Total Current Assets **7,212,666.61**

Property, Plant and Equipment	26,783,008.19
Accumulated Depreciation	(9,979,233.73)
Intangible Assets	65,000.00

Total Assets **24,081,441.07**

Liabilities

Current Liabilities

Accounts Payable	695,921.57
Taxes Payable	(59,947.28)
Other Current liabilities	138,921.57

Total Current Liabilities **774,895.86**

Total Liabilities **774,895.86**

Shareholders' Equity

Net Income / (Loss)	96,651,586.35
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Total Shareholders' Equity **96,651,586.35**

Total Liabilities & Shareholders' Equity **97,426,482.21**

Mapoon Aboriginal Shire Council					
Budget Analysis by Department					
May-22					
Accommodation	Actual	BudgetYTD	Variance to budget	Variance %	Comments
Income	307,787	451,074	-143,288	-32%	Budget includes cabins not operating
Expense	296,668	418,952	-122,285	-29%	
Profit / (Loss)	11,119	32,122	-21,003	-65%	Net loss for May \$3,903
Administration & Corporate Services	Actual	BudgetYTD	Variance to budget	Variance %	
Income	3,834,215	3,810,384	23,832	1%	
Expense	5,365,092	5,263,949	101,143	2%	Includes Depreciation of \$2,231,562
Profit / (Loss)	-1,530,877	-1,453,566	-77,311	5%	
Store	Actual	BudgetYTD	Variance to budget	Variance %	
Income	1,007,854	977,372	30,482	3%	
Expense	1,062,464	891,474	170,991	19%	
Profit / (Loss)	-54,611	85,898	-140,509	-164%	\$1,745 loss May 2022
Parks & Gardens	Actual	BudgetYTD	Variance to budget	Variance %	
Income	9,078	3,058	6,020	0%	Funded from untied funds
Expense	94,102	140,453	-46,351	100%	
Profit / (Loss)	-85,024	-137,395	52,370	100%	
Land & Sea	Actual	BudgetYTD	Variance to budget	Variance %	
Income	1,354,803	1,151,636	203,167	18%	Additional fee for service income during the year
Expense	1,136,003	1,141,615	-5,612	0%	
Profit / (Loss)	218,799	10,021	208,778	2083%	
Aged Care Services	Actual	BudgetYTD	Variance to budget	Variance %	
Income	502,738	544,891	-42,152	-8%	
Expense	366,751	423,922	-57,170	-13%	
Profit / (Loss)	135,987	120,969	15,018		
Water & Sanitation	Actual	BudgetYTD	Variance to budget	Variance %	
Income	0	0	0		Funded from untied funds
Expense	232,561	259,210	-26,649	-10%	
Profit / (Loss)	-232,561	-259,210	26,649	-10%	
Works Contract & Housing Maintenance	Actual	BudgetYTD	Variance to budget	Variance %	
Income	2,773,125	2,588,818	184,307	7%	
Expense	2,265,021	1,720,189	544,831	32%	
Profit / (Loss)	508,104	868,629	-360,524	-42%	
Works Other	Actual	BudgetYTD	Variance to budget	Variance %	
Income	4,089,215	10,842,260	-6,753,045	-62%	
Expense	4,790,843	10,255,305	-5,464,461	-53%	
Profit / (Loss)	-701,628	586,955	-1,288,584	-220%	
Workshop	Actual	BudgetYTD	Variance to budget	Variance %	
Income	182,061	238,318	-56,257	-24%	
Expense	283,705	319,956	-36,251	-11%	
Profit / (Loss)	-101,644	-81,638	-20,006	25%	
Total Works	Actual	BudgetYTD	Variance to budget	Variance %	
Income	7,044,401	13,669,396	-6,624,995	-48%	
Expense	7,572,130	12,554,658	20,126,788	160%	
Profit / (Loss)	-527,729	1,114,737	-1,642,466	-147%	
Total Divisions	Actual	BudgetYTD	Variance to budget	Variance %	
Income	14,060,875	20,607,810	-6,546,935	-32%	
Expense	15,893,211	20,835,024	-4,941,813	-24%	
Profit / (Loss)	-1,832,336	-227,214	-1,605,122	706%	Includes Depreciation of \$2,231,562 & CAPEX \$447,847

Mapoon Aboriginal Shire Council
Statement of untied funds as at May-2022

Cash & Money in bank	6,448,154	
Debtors	194,054	
Total Cash & Debtors		6,642,207
Less		
Tied Grants	4,004,252	
Liabilities	-774,896	
Total Tied Grants & Liabilities		3,229,356
Untied Funds		3,412,852
 Total cash less liabilities		 3,218,798
Debtors		194,054
Total untied cash & Debtors		3,412,852



MAPOON ABORIGINAL SHIRE COUNCIL
SCHEDULE OF 2022-2023 FEES & CHARGES
Commercial and Regulatory Fees & Charges

Details	2021-2022	2022-2023		GST	Legislation	Section	Fee Type
WATER TRENCHING							
sewerage Installation Charge	\$ 3,350.00	\$ 3,350.00	Per House	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
sewerage Trap Installation	\$ 3,350.00	\$ 3,350.00	Per House	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
White Water Installation	\$ 3,350.00	\$ 3,350.00	Per House	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Solar Hot Water System including new	\$ 10,500.00	\$ 10,500.00	Per System	GST Incl	Local Government Act 2010	Section 262 (3) (c)	Commercial
Solar Hot Water System - parts replaced	\$ 4,670.00	\$ 4,670.00	Per System	GST Incl	Local Government Act 2011	Section 262 (3) (c)	Commercial
new Stoves	\$ 2,385.00	\$ 2,385.00	Per House	GST Incl	Local Government Act 2011	Section 262 (3) (c)	Commercial
Gas Bottles	\$ 300.00	\$ 300.00	Install New	GST Incl	Local Government Act 2011	Section 262 (3) (c)	Commercial
WASTE MANAGEMENT & CLEANING							
Annual Cleansing (Garbage) Utility Charge	\$ 360.00	\$ 360.00	Per Bin (Residential)	No GST	Local Government Act 2009	Section 94 (1)(b)	Regulatory
	\$ 3,600.00	\$ 3,600.00	Commercial and other Non-Residential Properties	No GST	Local Government Act 2009	Section 94 (1)(b)	Regulatory
Replacement Wheelie Bin (Beyond normal wear and tear)	\$ 120.00	\$ 150.00	Per Bin	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Repairs Wheelie Bin	At Cost	At Cost	Per Bin	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Commercial Waste Disposal (Per Tonne or m3) whichever is greater	\$ 65.00	\$ 190.00		GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Contaminated Waste (subject to CEO approval and compliance with Environmental Authority)	Full Cost Recovery + 32% Minimum Charge \$268	Full Cost Recovery + 32% Minimum Charge \$268		GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Pest Control - Extermination of all pests	\$ 220.00	\$ 220.00	Per treatment	GST Incl	Local Government Act 2011	Section 262 (3) (c)	Commercial
WATER							
Water Utility Charge - Residential	\$ 1.15	\$ 1.15	Per 1,000 litres	No GST	Local Government Act 2009	Section 94 (1)(b)	Regulatory
Water Utility Charge - Commercial	\$ 1.30	\$ 1.30	Per 1,000 litres	No GST	Local Government Act 2009	Section 94 (1)(b)	Regulatory
Water Utility Charge - Community Free Usage Threshold	Nil	Nil	600 litres per day	No GST	Local Government Act 2009	Section 94 (1)(b)	Regulatory
Water Connection Charge							
Standard 20mm Connection (+ Meter and fittings)	POA	POA	Per Connection	No GST	Local Government Act 2009	Section 262 (3) (c)	Commercial
Other Size	POA	POA	Per Connection	No GST	Local Government Act 2009	Section 262 (3) (c)	Commercial



MAPOON ABORIGINAL SHIRE COUNCIL
SCHEDULE OF 2022-2023 FEES & CHARGES
Commercial and Regulatory Fees & Charges

Details	2021-2022	2022-2023		GST	Legislation	Section	Fee Type
TENNANCIES							
Standard Commercial Service Fee (Tennancy Agreements) This includes maintenance and management of yard and air-conditioning servicing.	\$ 12,500.00	\$ 12,500.00	Per Lease/Tenancy	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Leases Equivalent Component Charge - Minor Leases/Licences	\$ 3,000.00	\$ 3,000.00	Per Lease/Tenancy	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Leases Equivalent Component Charge - Other Leases/Licences	As determined By Council	As determined By Council	Per Lease/Tenancy	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
AIRPORT LANDING FEES							
Minimum Landing Charge	\$ 60.00	\$ 60.00	Per plane	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Parking Fees	\$ 14.00	\$ 14.00	Per hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Parking Fees	\$ 115.00	\$ 115.00	Per day	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
ADMINISTRATION CHARGES							
Annual Report, Budget & Financial Statements per printed copy	\$ 60.00	\$ 60.00		No GST	Local Government Act 2009	Section 97 (2) (c)	Regulatory
Council Minutes & Business Papers - printed copy	\$ 20.00	\$ 20.00		No GST	Local Government Act 2009	Section 97 (2) (c)	Regulatory
Council Minutes & Business Papers - emailed copy	\$ -	\$ -		No GST	Local Government Act 2009	Section 97 (2) (c)	Regulatory
Council Local Laws - full copy	\$ 165.00	\$ 165.00	Per Set	No GST	Local Government Act 2009	Section 97 (2) (c)	Regulatory
Freedom of Information Application (non Personal) plus assoc cost	Legislated Rates	Legislated Rates	per Application	No GST	Right to Information Regulation 2009	Section 4	Regulatory
PHOTOCOPYING							
A Sheet (Black & White) Per Sheet	\$ 0.10	\$ 0.10	Per Sheet	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
A Sheet (Colour) Per Sheet	\$ 0.20	\$ 0.20	Per Sheet	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
3 Sheet (Black & White) Per Sheet	\$ 0.20	\$ 0.20	Per Sheet	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
3 Sheet (Colour) Per Sheet	\$ 0.50	\$ 0.50	Per Sheet	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
NB: Photocopying on both sides of a single sheet is equivalent to 2 sheets of paper.							
AX Per Page - Sending	\$ 2.30	\$ 2.30	Per Page	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
AX Per Page - Receiving	\$ 1.20	\$ 1.20	Per Page	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
MINUTING							
A Sheet	\$ 3.50	\$ 3.50	per Sheet	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
3 Sheet	\$ 5.50	\$ 5.50	per Sheet	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial



MAPOON ABORIGINAL SHIRE COUNCIL
SCHEDULE OF 2022-2023 FEES & CHARGES
Commercial and Regulatory Fees & Charges

Details	2021-2022	2022-2023		GST	Legislation	Section	Fee Type
Printing							
4 Sheet (Black & White) Per Sheet	\$ 0.05	\$ 0.05	per Sheet	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
4 Sheet (Colour) Per Sheet	\$ 5.50	\$ 5.50	per Sheet	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Key Cutting	\$ 20.00	\$ 20.00	Per Key	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
LARGE LANDING FEES							
Docking Fee	\$ 60.00	\$ 60.00	Per hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Docking Fee	\$ 230.00	\$ 230.00	Per day	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
ACCOMMODATION							
Contractor Donga - Single Room With Shared Facilities	\$ 85.00	\$ 85.00	Per Person/Night	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Contractor Donga - Single Room With Ensuite	\$ 95.00	\$ 95.00	Per Person/Night	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
House - when available	\$ 280.00	\$ 280.00	Per Night (2 Pax)	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
House - when available	\$ 320.00	\$ 320.00	Per Night (3 Pax)	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
One Bedroom Cabin	\$ 180.00	\$ 180.00	Per Unit/Night	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Two Bedroom Cabin	\$ 280.00	\$ 280.00	Per Unit/Night (2 Pax)	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Two Bedroom Cabin	\$ 320.00	\$ 320.00	Per Unit/Night (3 or 4 Pax)	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Trailer Per Load	\$ 4.00	\$ 4.00	Per Load	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Washing Machine	\$ 3.00	\$ 3.00	Per Load	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Lost Key Charge	\$ 20.00	\$ 20.00	Per Key	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
PRIVATE WORKS							
Labour - Trade Qualified Plumber	\$ 130.00	\$ 130.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Labour - Trade Qualified Builder	\$ 130.00	\$ 130.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Labour - Trade Qualified Carpenter	\$ 130.00	\$ 130.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Labour - Trade Qualified Mechanic	\$ 130.00	\$ 130.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Labour - Other	\$ 80.00	\$ 80.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
After Hours Call Outs	\$ 260.00	\$ 260.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Material Mark-up	25.75%	25.75%	Per Work Order	GST Incl	Local Government Act 2010	Section 262 (3) (c)	Commercial
Subcontractor Mark-Up	20.60%	20.60%	Per Work Order	GST Incl	Local Government Act 2011	Section 262 (3) (c)	Commercial
Other Services - Quoted on Application	POA - Full Cost Plus 32%	POA - Full Cost Plus 32%		GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial



MAPOON ABORIGINAL SHIRE COUNCIL
SCHEDULE OF 2022-2023 FEES & CHARGES
Commercial and Regulatory Fees & Charges

Details	2021-2022	2022-2023		GST	Legislation	Section	Fee Type
PRIVATE WORKS - MECHANICAL WORKSHOP							
Labour - Mechanic	\$ 130.00	\$ 130.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Labour - Apprentice	\$ 80.00	\$ 80.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Tyre Repair - Patches	\$ 30.00	\$ 55.00	Each	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Materials/Parts - Costs Plus Freight	POA - Full Cost Plus 32%	POA - Full Cost Plus 32%	plus freight	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
MATERIALS							
River Sand	\$ 65.00	\$ 65.00	Per cubic metre	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Road Base Gravel	\$ 65.00	\$ 65.00	Per cubic metre	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
EQUIPMENT AND VEHICLE HIRE							
Logistics Truck ISUZU - Wet Hire	\$ 130.00	\$ 130.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Logistics Truck ISUZU - Dry Hire	\$ 90.00	\$ 90.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Backhoe - Wet Hire	\$ 175.00	\$ 175.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Backhoe - Dry Hire	\$ 125.00	\$ 125.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Backhoe - Wet Hire	\$ 1,390.00	\$ 1,390.00	Per Day	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Backhoe - Dry Hire	\$ 900.00	\$ 900.00	Per Day	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
AT Grader 12G - Wet Hire	\$ 242.00	\$ 242.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
AT Grader 12G - Dry Hire	\$ 170.00	\$ 170.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
AT Grader 12G - Wet Hire	\$ 2,420.00	\$ 2,420.00	Per Day	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
AT Grader 12G - Dry Hire	\$ 1,650.00	\$ 1,650.00	Per Day	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
26 Loader - Wet Hire	\$ 185.00	\$ 185.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
26 Loader - Dry Hire	\$ 125.00	\$ 125.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
26 Loader - Wet Hire	\$ 1,390.00	\$ 1,390.00	Per Day	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
26 Loader - Dry Hire	\$ 900.00	\$ 900.00	Per Day	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Tractor Hire - Wet Hire	\$ 130.00	\$ 130.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Tractor Hire - Dry Hire	\$ 100.00	\$ 100.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Tractor & Slasher Hire - Wet Hire	\$ 140.00	\$ 140.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Tractor & Slasher Hire - Dry Hire	\$ 112.00	\$ 112.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Bobcat Hire - Wet Hire	\$ 150.00	\$ 150.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
Bobcat Hire - Dry Hire	\$ 112.00	\$ 112.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial



MAPOON ABORIGINAL SHIRE COUNCIL
SCHEDULE OF 2022-2023 FEES & CHARGES
Commercial and Regulatory Fees & Charges

Details	2021-2022	2022-2023		GST	Legislation	Section	Fee Type
ride on Mower	\$ 92.00	\$ 92.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
weeper	\$ 75.00	\$ 75.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
ip Truck - Wet Hire	\$ 165.00	\$ 165.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
ip Truck - Dry Hire	\$ 115.00	\$ 115.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
ip Truck - Wet Hire	\$ 1,390.00	\$ 1,390.00	Per Day	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
ip Truck - Dry Hire	\$ 675.00	\$ 675.00	Per Day	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
railer Hire (plus \$100.00 deposit)	\$ 14.00	\$ 14.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
railer Hire (plus \$100.00 deposit)	\$ 60.00	\$ 60.00	Per Half Day	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
railer Hire (plus \$100.00 deposit)	\$ 115.00	\$ 115.00	Per Day	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
orklift	\$ 120.00	\$ 120.00	Per Hour	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
ommunity Bus (Subject to bus hire agreement)	\$ --	\$ 0.60	Per Kilometre	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
efundable Bond (if left in clean condition)	\$ --	\$ 250.00	Travel in Mapoon, Weipa or Napranum	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
efundable Bond (if left in clean condition)	\$ --	\$ 500.00	Travel in Cape York Area or more than 500km	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
earse (Subject to hire agreement) - Refundable Bond (if left in clean condition)	\$ --	\$ 150.00	Local community members	GST Incl	Local Government Act 2009	Section 262 (3) (c)	Commercial
DEVELOPMENT APPLICATION FEES							
odgement of Private Certifier Approvals - Building	\$ 105.00	\$ 105.00	Per application	No GST	Planning Act 2016	Section 73A	Regulatory
odgement of Applications for Assessment - Planning	\$ 105.00	\$ 105.00	Per application	No GST	Planning Act 2016	Section 51	Regulatory
ssessment Fees - Planning Application Assessment Fees	Full Cost Recovery: (Deposit \$500 on application)	Full Cost Recovery: (Deposit \$500 on application)	Per application	No GST	Planning Act 2016	Section 51	Regulatory
opies of any Approvals	As per Photocopying Charges plus \$6.00 postage	As per Photocopying Charges plus \$6.00 postage	Per Copy	No GST	Planning Act 2016	Section 51	Regulatory
lanning Certificates - Full	Full Cost Recovery: (Deposit \$500 on application)	Full Cost Recovery: (Deposit \$500 on application)	Per Certificate	No GST	Planning Act 2016	Section 265	Regulatory
lanning Certificate - Standard (No Inspection Required)	\$ 440.00	\$ 440.00	Per Certificate	No GST	Planning Act 2016	Section 265	Regulatory
lanning Certificates - Limited	\$ 314.00	\$ 314.00	Per Certificate	No GST	Planning Act 2016	Section 265	Regulatory
REGISTRATION OF ANIMALS							
egulated Dog Registration (Fee waived for 2020/21 financial year unless unregistered dog is impounded)	\$ 200.00	\$ 200.00	Per animal	No GST	Animal Management (Cats & Dogs) Act 2019	Chapter 4	Regulatory
og, Cat Registration	\$ 30.00	\$ 30.00	Per animal	No GST	Animal Management (Cats & Dogs) Act 2019	Section 22B	Regulatory
og, Cat Registration - Pensioner Concession	\$ 12.00	\$ 12.00	Per animal	No GST	Animal Management (Cats & Dogs) Act 2019	Section 46	Regulatory



MAPOON ABORIGINAL SHIRE COUNCIL
SCHEDULE OF 2022-2023 FEES & CHARGES
Commercial and Regulatory Fees & Charges

Details	2021-2022	2022-2023		GST	Legislation	Section	Fee Type
og Registration - desexed	\$ -	\$ -	Per animal	No GST	Animal Management (Cats & Dogs) Act 2019	Section 46	Regulatory
ermit for extra dog per household	\$ 115.00	\$ 115.00	Per animal	No GST	Animal Management (Cats & Dogs) Act 2019	Section 46	Regulatory
IMPOUNDING OF ANIMALS							
ogs, Cats	\$ 28.00	\$ 28.00	Per animal, per day	No GST	Local Government Act 2009	Section 97 (2) (d)	Regulatory
RELEASE FEE (Payment of Impound Fee PLUS)							
ogs, Cats - animals will only be released if registered.	\$ 28.00	\$ 28.00	Per animal, per day	No GST	Local Government Act 2009	Local Law 2	Regulatory
ustenance and maintenance fee per day	\$ 28.00	\$ 28.00	Per animal	No GST	Local Government Act 2009	Local Law 2	Regulatory
ENVIRONMENTAL HEALTH							
GENERAL							
pplication fees	Full Cost Recovery	Full Cost Recovery	Applicable to all applications. Approval fee to be invoiced after assessment.	No GST	Local Government Act 2009	Section 97 (2) (a)	Regulatory
ENVIRONMENTAL PROTECTION ACT							
vironmentally Relevant Activity (ERA) Applications	Full Cost Recovery	Full Cost Recovery	Applicable to all applications. Approval fee to be invoiced after assessment.	No GST	Environmental Protection Regulation 2019	Section 156	Regulatory
nnual Licensing Fee	\$ 130.00	\$ 130.00	Per Licence	No GST	Environmental Protection Act 1994	Section 316 (j)	Regulatory
FOOD BUSINESS LICENCE IN PERMANENT PREMISES & MOBILE FOOD BUSINESSES							
pplication Fees	\$ 170.00	\$ 170.00	Per Application	No GST	Food Act 2006	Section 31	Regulatory
nnual Licence Fee	\$ 170.00	\$ 170.00	Per Licence	No GST	Food Act 2006	Section 31	Regulatory
re-Sale Inspection	Full Cost Recovery	Full Cost Recovery	Per Inspection	No GST	Food Act 2006	Section 31	Regulatory
TEMPORARY FOOD BUSINESS LICENCE (includes kitchen inspection)							
pplication Fees	\$ 20.00	\$ 20.00	Per Application	No GST	Food Act 2006	Section 49	Regulatory
nnual Licence Fee	\$ 115.00	\$ 115.00	Per Licence	No GST	Food Act 2006	Section 49	Regulatory
haritable or not for profit organisations can request Council (in writing) for fees to be waived	Free	Free					
VASTE MANAGEMENT							
ar Body	\$ 175.00	\$ 175.00	Per Item	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
ar Tyre Disposal	\$ 20.00	\$ 30.00	Per Item	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
WD Tyre Disposal	\$ 25.00	\$ 35.00	Per Item	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
hitegoods	\$ 25.00	\$ 25.00	Per Item	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial



MAPOON ABORIGINAL SHIRE COUNCIL
SCHEDULE OF 2022-2023 FEES & CHARGES
Commercial and Regulatory Fees & Charges

Details	2021-2022	2022-2023		GST	Legislation	Section	Fee Type
HIRING OF FACILITIES							
PORT AND RECREATION HALL							
all Hire (including chairs, tables)	\$ 360.00	\$ 360.00	Per Day	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
refundable Bond (if left in clean condition)	\$ 100.00	\$ 100.00		No GST	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
general (feasting) - no cost	\$ -	\$ -		GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
general (feasting) - Refundable Bond (if left in clean condition)	\$ 100.00	\$ 100.00		No GST	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
FITNESS CENTRE							
early Membership	\$ 100.00	\$ 100.00	Per Year	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
half Yearly Membership	\$ 60.00	\$ 60.00	Per Half Year	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
usual Membership	\$ 5.50	\$ 5.50	Per Session per person	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
JARD COURT HIRE FEES							
usual	\$ 100.00	\$ 100.00	Per Year	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
community Groups	\$ 30.00	\$ 30.00	Per Hour	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
community Groups	\$ 170.00	\$ 170.00	Per Day	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
EQUIPMENT HIRE							
council BBQ	\$ 70.00	\$ 70.00	Per Day	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
electern	\$ 65.00	\$ 65.00	Per Day	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
barbecue	\$ 65.00	\$ 65.00	Per Day	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
chair	\$ 1.50	\$ 1.50	Per Chair Per Day	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
microphone & P.A.	\$ 100.00	\$ 100.00	Per Day	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
table	\$ 15.00	\$ 15.00	Per Day	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
EQUIPMENT REPLACEMENT							
chair	\$ 58.00	\$ 58.00	Each	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
table	\$ 115.00	\$ 115.00	Each	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
MEETING ROOM HIRE							
training Room/Conference Facilities	\$ 115.00	\$ 115.00	Per Half Day	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
training Room/Conference Facilities	\$ 175.00	\$ 175.00	Per Full Day	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
training Room/Conference Facilities - includes digital projector & screen	\$ 295.00	\$ 295.00	Per Day	GST Incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial

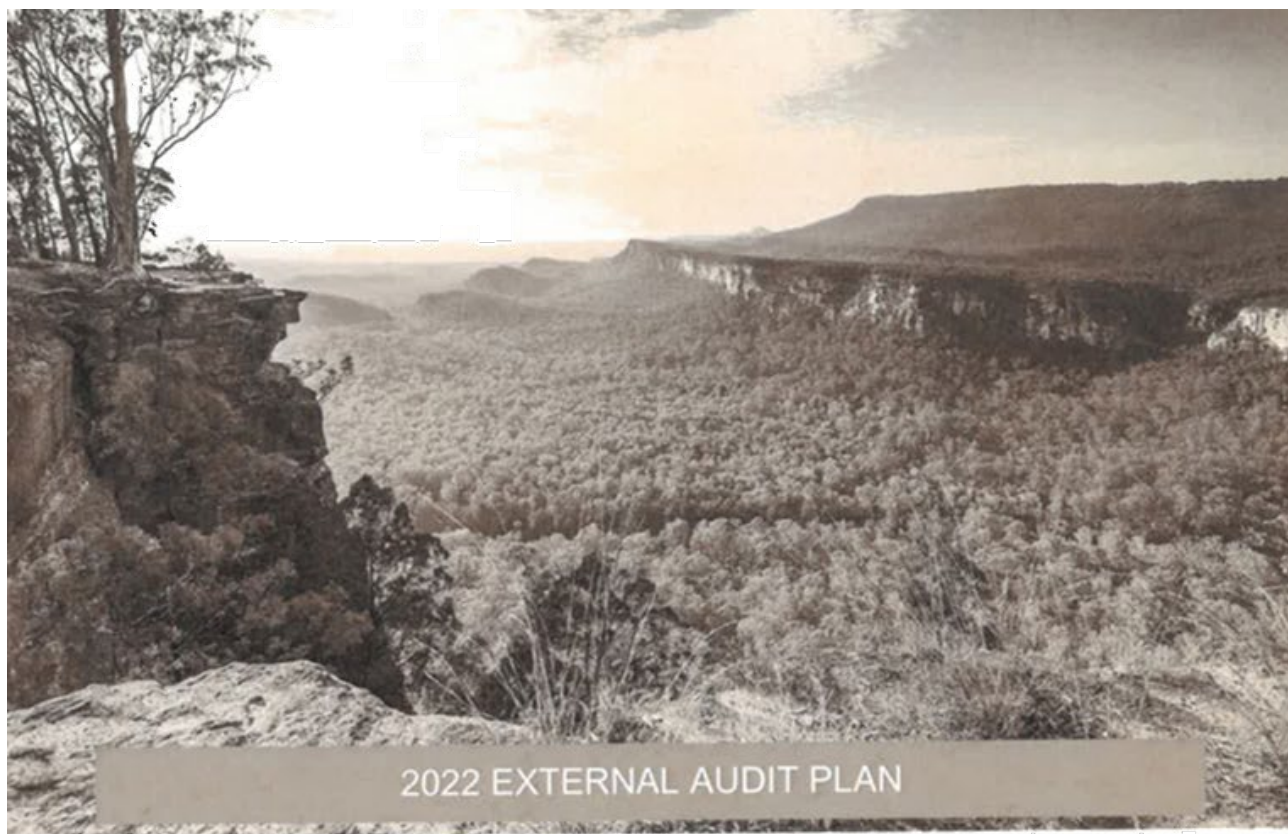


MAPOON ABORIGINAL SHIRE COUNCIL

SCHEDULE OF 2022-2023 FEES & CHARGES

Commercial and Regulatory Fees & Charges

Details	2021-2022	2022-2023		GST	Legislation	Section	Fee Type
CEMETERIES							
purchase of reserving land for plot	\$..	\$..	No cost for local community members	GST incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial
grave excavation	\$..	\$..	No cost for local community members	GST incl	Local Government Act 2009	Section 97 (1) & 2(a)	Commercial



Mapoon Aboriginal Shire Council

24 May 2022



**SENSITIVE**24 May 2022

Mr Tim Rose
A/Chief Executive Officer
Mapoon Aboriginal Shire Council
PO Box 213
WEIPA QLD 4874

Dear Tim

2022 External audit plan

We are pleased to present to you our external audit plan for Mapoon Aboriginal Shire Council for the financial year ending 30 June 2022. It includes an analysis of key audit risks, our planned audit response, a timetable for financial reporting and audit deliverables, and other matters.

The purpose of the audit is to express an opinion on the 2022 financial statements. Our audit of the financial report does not relieve management from its responsibilities to:

- prepare financial statements in accordance with the applicable reporting framework
- develop internal controls to prepare financial statements free from material misstatement
- comply with prescribed legislative requirements
- provide our auditors full and free access to all documents and property of your entity.

Our audit does not guarantee that every amount and disclosure in the financial statements is free from error. Our aim is to identify material errors and omissions, which might adversely affect the needs of users of your financial statements. Our audit may also consider your accountability for the use of public moneys, which includes our assessment of:

- compliance with relevant acts, regulations, government policies and prescribed requirements
- acts or omissions that result in a waste of public resources
- the probity and propriety of matters associated with the management of Mapoon Aboriginal Shire Council.

We formulated this audit plan based on our understanding of Mapoon Aboriginal Shire Council's business and the sector in which it operates. Our plan focuses on the material components of your financial report. It targets those areas that have, in our view, the highest risks of material misstatement due to fraud or error. We reassess our audit program throughout the year to address any emerging risks and to ensure our audit effort remains focused.

If you have any questions or would like to discuss the audit plan, please do not hesitate contact me on 07 4046 8888 or Sasha Dunbar on 07 4046 8875. We look forward to working with you.

Yours sincerely

Helen Wilkes
Engagement Partner

Enc.

cc. Ms Aileen Addo, Mayor, Mapoon Aboriginal Shire Council

2022 External audit plan

1. Summary

Financial reporting risks and areas of audit focus

The areas of audit focus for the 2022 year are as follows:

- Property, plant and equipment (including asset revaluation surplus and depreciation) valuation
- Revenue recognition
- Restoration provision
- 40 year leases
- Accuracy of financial sustainability reporting

These areas are consistent with the previous year. Further details are included in section 3.

Key audit and reporting milestones

24 June 2022	Asset valuations due
24 June 2022	Pro forma financial statements due
24 June 2022	Position papers due
26 September 2022	Financial statements due
25 October 2022	Financial statements signed by management
28 October 2022	Audit report issued

Internal controls and financial reporting issues

5 active issues
1 significant issue

\$200,000

overall materiality

\$71,700

audit fees

Audit team



Helen Wilkes
Engagement leader
T: 07 4046 8888
E: helen.wilkes@au.gt.com



Sasha Dunbar
Team Leader
T: 07 4046 8875
E: sasha.dunbar@au.gt.com



Lisa Fraser
QAO – Signing Officer
T: 07 3149 6132
E: Lisa.Fraser@qao.qld.gov.au



David Moore
QAO Manager
T: 07 3149 6162
E: David.moore@qao.qld.gov.au

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2022 External audit plan

2. Your business environment

In developing this audit plan, we met with management, reviewed internal reports, considered previously identified issues, and analysed financial and other relevant information. Below, we have highlighted the key observations informing our audit responses to significant risk.

Significant risk areas	Key observations
Business developments	<ul style="list-style-type: none"> Infrastructure asset requirements to meet expected minimum service expectations of residents and how to fund these Capital activity with new projects and projects that were a work in progress at 30 June 2021 Ongoing risk of damage to infrastructure assets through natural disasters with some minor events. Transfer of general store operations to external lease
Council objectives	<ul style="list-style-type: none"> Governance is cohesive, responsible and transparent Environment is sustainable, managed and healthy Social wellbeing is active, diverse, create and empowered Infrastructure is planned, connected and safe Economic development is vibrant, strong and resilient
Revenue/expense drivers	<ul style="list-style-type: none"> Expected service standards required by residents Workforce management Significant contracts and recoverable works Depreciation expense
Balance sheet drivers	<ul style="list-style-type: none"> Property, plant and equipment valuations Cash management Financial sustainability
Previously identified issues related to areas of audit focus	<ul style="list-style-type: none"> Application of indexation for the valuation of Property, Plant and Equipment Annual assessment of movements in the Restoration Provision and Lease Receivables (40-year leases)
Impact of Covid-19	<ul style="list-style-type: none"> Council has implemented some relief measures to date and we will continue to review this position as the pandemic evolves.

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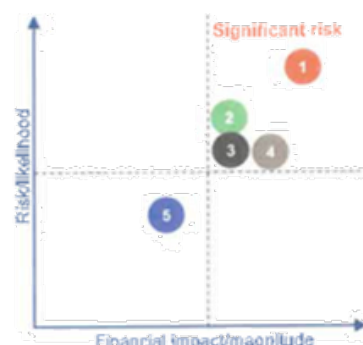
3. Areas of audit focus

We have identified items that present the greatest risk of material error to the financial statements.

Risk is assessed in terms of the level of inherent risk (likelihood of occurring) and the financial impact (magnitude).

This chart displays our risk assessments for the identified areas of audit focus.

The table that follows outlines a description of the risks and the planned audit responses.



Risk	Description of risk	Audit response
1	<p>Property, plant and equipment (including asset revaluation surplus and depreciation)</p> <p>Property, plant and equipment is the most material balance in the financial statements.</p> <p>Valuation involves significant estimates and judgements.</p> <p>There is little or no market-based evidence of fair value due to the specialised nature of the assets (comparable items are rarely sold).</p> <p>Infrastructure assets generally have long lives which require significant estimation.</p> <p>Financial sustainability inputs – classification of renewals and other additions.</p>	<p>Our key procedures will include:</p> <ul style="list-style-type: none"> • Test design and implementation and operating effectiveness of key controls. • Test reconciliations between the fixed asset register and the general ledger. • Review the underlying assumptions and methodology behind the fair value of assets as adopted by Council. • Review the underlying assumptions and methodology behind the depreciation calculations and perform analytical procedures over depreciation charges. • Agree a sample of asset additions to supporting documentation (e.g. supplier invoices, timesheets rates) to assess the overall appropriateness of the population capitalised during the year. • Review capital work in progress at year end for any long outstanding or idle projects. • Agree any significant consideration received for disposals to supporting documentation (e.g. contract). • Assess reasonableness of management's impairment assessment. • Consider management's accounting treatment of natural disasters, including related expenditures and funding. • Assess the reasonableness of management's classification of additions as either renewals or other additions. • Assess compliance with the disclosure requirements of AASB 116 Property, Plant and Equipment and AASB 13 Fair Value Measurement

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2022 External audit plan

3. Areas of audit focus (continued)

Risk	Description of risk	Audit response
2	Risk of fraud in revenue and income recognition Significant balance. Financial sustainability inputs – classification recurrent/capital revenue. Presumed fraud risk (non-grant revenue). Risk revenue recognition criteria not properly applied.	Our key procedures will include: <ul style="list-style-type: none"> • Test design and implementation of key controls over significant revenue streams. • Perform test of detail procedures over significant revenue streams by agreeing to supporting documentation (e.g. contract, receipt in the bank or remittance advice). • Assess whether the classification of recurrent and capital grant revenue is reflective of the treatment of related expenditures. • Assess compliance with the recognition, measurement and disclosure requirements of AASB 15 <i>Revenue from contracts with customers</i> and AASB 1058 <i>Income for not-for-profit entities</i>.
3	Valuation of lease receivables (40 year leases)	Our key procedures will include: <ul style="list-style-type: none"> • Review the underlying assumptions, methodology and calculation behind the fair value of lease receivables
4	Provision for restoration Complex valuation methodologies	Our key procedures will include: <ul style="list-style-type: none"> • Test reconciliations between each site provision calculation and the general ledger • Review the underlying assumptions and methodology behind the fair value of the restoration provision (including expected restoration costs, remaining life and discount rates).
5	Accuracy of financial sustainability reporting Separate audit opinion issued. Key inputs dependent on management judgement. Public interest in financial sustainability of councils.	Our key procedures will include: <ul style="list-style-type: none"> • Assess the appropriateness of assumptions used in determining the relevant financial information for these calculations, including renewals, depreciation and operating and capital classifications • Test the classification of grants between recurrent and capital • Verify the input and mathematical accuracy of the calculated ratios

Management override of controls

Management override of controls is a presumed significant risk under auditing standards and is a pervasive risk to the financial statements.

Our strategy will be a combination of controls and substantive-based testing and includes:

- evaluating and testing key controls over manual journals and the extent of segregation of duties
- reviewing material accounting estimates and one-off items for management bias
- assessing transactions with related parties to ensure all occur at arm's length
- applying a data-driven approach to journal entry testing.

We will also build an element of unpredictability into our procedures, meaning management will not be aware of all procedures prior to their execution.

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2022 External audit plan

3. Areas of audit focus (continued)

Materiality

We use materiality to determine the nature, timing, and extent of audit procedures for our audit and to evaluate misstatements.

We design our procedures to detect misstatements using the performance materiality level and report items above the clearly trivial threshold to the management.

Some items may be reported based on their nature (qualitative reasons). We assess these thresholds throughout the audit—they may change if the underlying benchmark or our risk assessments change significantly. Our planning materiality thresholds are disclosed below.

Overall materiality	\$200,000	2021: \$136,000
Performance materiality	\$150,000	2021: \$109,000
Clearly trivial threshold	\$20,000	2021: \$13,600
Specific—property, plant and equipment	\$4 million	2021: \$3.35 million

Benchmarks

We have assessed materiality, considering a range of benchmarks. Based on our preliminary assessment of the risks, consistent with the prior period, we have used 1% of total expenses as our benchmark for overall materiality and 5% of property, plant and equipment as our specific materiality.

Financial sustainability

For the current year financial sustainability statement, we will assess materiality on a mix of qualitative and quantitative factors, including the percentage deviation from the target range.

4. Other audit considerations

Other certificates/opinions

Roads to Recovery

Each year, we are required under Part 8 of the National Land Transport Act 2014 and sub section 6.2(b) of the Roads to Recovery Funding Conditions 2019 agreement to provide an audit opinion on the Roads to Recovery grant acquittal. This audit opinion is included as part of the quoted audit fee detailed in section 9 of this report.

Local Roads and Community Infrastructure Program

In the 2021 financial year we were required to provide an audit opinion on the Local Roads and Community Infrastructure Program (LRCI) as per section 11.3 of the LRCI funding agreement. We anticipate that we will again be required to provide an audit opinion on the LRCI 2022 financial year report. This audit report is not included as part of the quoted audit fee detailed in section 9 of this report. A fee for this audit opinion will be agreed once the scale of the 2022 activity is known.

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4. Other audit considerations (continued)

Financial sustainability reports

We audit the sustainability ratios included in your current year financial sustainability statement to determine whether they are accurately calculated based on the council's general purpose financial report and the requirements set out in the *Financial Management (Sustainability) Guideline 2013*.

Our responsibility does not extend to forming an opinion on the appropriateness or relevance of the reported ratios nor on the council's future sustainability.

Over the last few years, QAO has made several recommendations to the Department of State Development, Infrastructure, Local Government and Planning through our various reports to parliament, about reviewing the financial sustainability ratios and target ranges. The department is developing a new sustainability framework and issued a *Local government sustainability framework discussion paper* in October 2021. The new framework is expected to be implemented in July 2022.

Working with internal audit

We will engage with internal audit across the period to understand if there are any impacts on our audit through its reviews or insights. We will continue to monitor progress reports from work that may be used for external audit purposes.

5. Prior year issues

This section provides an update on the significant control deficiencies, deficiencies, other matters and financial reporting issues we identified in prior years.

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



Internal control issues

Ref.	Rating	Issue	Status and comment
21IR-1		Review of changes to employee master file A periodic review of changes to the employee master file does not take place. A lack of appropriate and timely review of master file changes increases the risk of unauthorised, inappropriate or inaccurate changes being made to employee master file data resulting in the risk of possible fraudulent or erroneous payments being made.	Unresolved Responsible officer: Executive Finance Manager Action date: 30 June 2022


SENSITIVE

2022 External audit plan

5. Prior year issues (continued)

Ref.	Rating	Issue	Status and comment
20CR-3		Accrued expenses reconciliation not prepared During our testing management informed us that an accrued expenses reconciliation was not prepared. Our procedures identified that a number of accruals from the prior year which were no longer required were still recorded within the account.	Unresolved Responsible officer: Executive Finance Manager Action date: 30 June 2022
17IR-1		Stocktake process shortcoming We attended the year end stock count and noted a number of instances during our testing where the inventory quantities per the Council stocktake did not agree to the count performed by audit. As the stocktake count is used in compiling the financial statements, care should be taken during the stocktake to ensure that inventory quantities are accurately recorded.	Store operations have been leased to third party, as such this matter is no longer relevant and has been marked as resolved.
19ML-3		Audit committee Per the Local Government Remuneration and Discipline Tribunal Report 2016, Mapoon Aboriginal Shire Council is classified as a Category 1 Council with effect from 1 July 2017. As such, the Council does not meet the criteria to be a large local government per s209 of the Local Government Regulation 2012. The Act states at s105(2) that a large local government is required to establish an audit committee. Despite this the QAO has recommended that the establishment of an audit committee be mandated for all Councils. Where councils do not establish an effective audit committee, these responsibilities are to be performed by the Council. Council's ability to monitor controls is significantly reduced without an effective Audit Committee.	Unresolved, MASC determined it is not necessary at this time.
19IR-6		Monthly Management Reports At each Council meeting financial reports are presented to Council for review and consideration. These reports include a comparison of actual results against budgeted results as well as analysis and/or explanatory comments. Whilst the reporting package is satisfactory, Council has not implemented the better practice elements of the QAOs monthly financial reporting model such as the implementation of a formal financial reporting framework, the inclusion of key metrics and detailed commentary and consultation with stakeholders regarding their reporting needs.	Work in progress, management working on enhancing reports. Responsible officer: Executive Finance Manager Action date: 30 June 2022

Financial reporting issues

Ref.	Rating	Issue	Status and comment
21RF-1		All relevant on-costs not included in employee leave liability calculations Our testing of annual leave and long service leave liability calculations revealed that all relevant on-costs had not been included in these calculations. These on-costs include leave loading, superannuation and Workcover on-costs.	Work in progress, management working with HR consultants to rectify HR issues. Responsible officer: Executive Finance Manager Action date: 30 June 2022

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6. Assessing internal controls

We are developing assessment tools that will help us better communicate with our clients about the strength of their internal controls, and the areas they can improve. These tools focus on common controls across government entities. Further information on our new internal control assessment tools is included in our fact sheet, which is available on our website: www.gao.qld.gov.au/reports-resources/fact-sheets.

We are planning for a phased roll out of our assessment tools across different sectors of government.

For your entity, we intend to roll out our assessment tools in a future year. We will continue with our traffic light processes for 2021–22.

7. Assessing financial reporting maturity

In 2019, QAO developed a financial statement preparation maturity model. The model outlines the key components that result in high-quality and timely financial reports, providing a maturity assessment for each of the four components. The aim of the model was to highlight strengths and bring focus to areas of development so entities could reach their desired maturity.

In 2020–21, we worked with management as they self-assessed their processes established across the four components of the model. Examples of better practice that were identified included:

- good quality pro-forma financial statements with evidence of disclosures being tailored
- management challenging valuers with respect to the methodology adopted for valuing property, plant and equipment
- clearly defined roles and responsibilities within finance teams
- position papers are reviewed and approved in a timely manner
- pro forma financial statements are prepared and approved before year end

We encourage management to revisit its self-assessment for 2021–22, reflecting on its recent financial reporting experiences, and any changes in desired and actual level of maturity.

Results of the 2020-21 self-assessment:

Component	Developing	Established	Integrated	Optimised
Quality month end processes				
Early financial statement close process				
Skilled financial statement preparation and use of technology				
Resolution of financial reporting matters				
	Average score for Mapoon Aboriginal Shire Council Range of scores within component for Mapoon Aboriginal Shire Council			

SENSITIVE

2022 External audit plan

7. Assessing financial reporting maturity (contd)

We will continue to have reference to the model, and as exceptions or improvements are noted in your financial statement preparation processes we will consider the impact on the maturity assessment. We will report to you our updated assessment at the conclusion of the audit.

8. Key financial audit milestones

We have discussed with Elzebie Groenewald, Executive Finance Manager to establish the following key audit reporting deadlines. Strong collaboration will ensure that these deliverables are mutually achievable.

Planning	Agreed date
External audit plan	Draft issued 23 March 2022 Final issued 24 May 2022
Interim	
Interim testing visit	Week of 23 May 2022
Interim report	10 June 2022
Position papers on known accounting issues due	27 June 2022
Feedback on position papers	22 July 2022
Proforma financial statements due	27 June 2022
Feedback on proforma financial statements	22 July 2022
Asset valuations due	27 June 2022
Asset valuations reviewed by audit	22 July 2022
Final	
Year-end	26 September 2022
Complete draft financial statements to audit	26 September 2022
Feedback on draft financial statements to client	10 October 2022
QAO closing report issued to client	18 October 2022
Financial statements signed by management	25 October 2022
Audit report issued	28 October 2022
Final management report	28 October 2022

Note: Audit visit | MASC deadline | QAO deadline

SENSITIVE

2022 External audit plan

8. Key financial audit milestones (continued)

In conjunction with management, we have identified the following key accounting issues that will require resolution this year.

Issue	Details	Position paper due date	
		Management	QAO
Annual revaluation of property, plant and equipment	Management to provide a paper on the results of the asset valuation (including what management has done to satisfy itself the results of the valuation are appropriate) as part of the valuation process.	27 June 2022	22 July 2022
Annual revaluation of the restoration provision	Management to provide a paper on the results of the restoration provision review	27 June 2022	22 July 2022
Revenue recognition	Management to provide internal audit results on revenue recognition review	26 September 2022	18 October 2022

We recommend that you monitor these agreed timeframes and report to us any slippages as soon as possible. Please sign and return this page to Sasha Dunbar.

Elzbie Groenewald, Executive
Finance Manager

Signed



Date



9. Audit fees

Our proposed audit fee (exclusive of GST) is **\$71,700** (2021: \$72,000) for Mapoon Aboriginal Shire Council. This is based on our planned audit program. We will bill our fee progressively as we complete each stage of our work. The audit fee includes the following components.

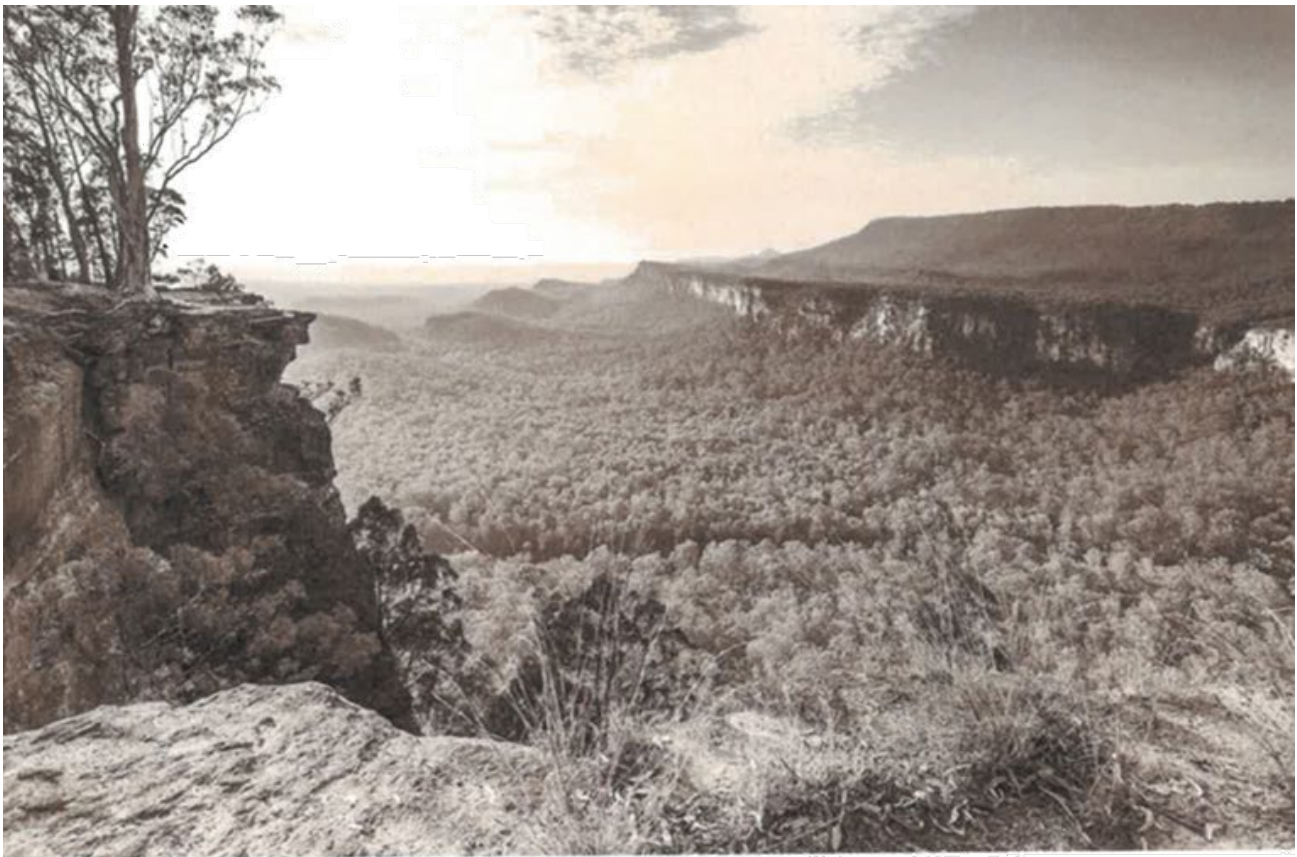
Entity
Financial audit
\$68,250
Travel
\$3,450
Total
\$71,700

Our fee estimate can be affected by:

- the effectiveness of your internal control environment
- the quality of draft financial statements and supporting workpapers
- significant accounting issues not raised with the audit team during planning
- whether the milestones are achieved within the agreed time frames
- the availability of your management and staff, and the timeliness of their responses to audit issues.

We will discuss any anticipated variations to our fee with you during the audit.

SENSITIVE



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Lisa Fraser
Queensland Audit Office
T: 07 3149 6132
E: Lisa.Fraser@qao.qld.gov.au

Helen Wilkes
Grant Thornton
T: 07 4046 8888
E: Helen.Wilkes@au.gt.com

T: (07) 3149 6000
E: qao@qao.qld.gov.au
W: www.qao.qld.gov.au
53 Albert Street, Brisbane Qld 4000
PO Box 15396, City East Qld 4002

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7.11 EXECUTIVE MANAGER OF ENVIRONMENTAL SERVICES, LAND AND SEA, PARKS AND GARDENS

Author: Kelli Leatham, Executive of Environmental Services, Parks & Gardens

Authoriser: Tim Rose, Acting CEO

Attachments: Nil

PURPOSE OF REPORT

To present to Council a report of Program Performance and Operational actions for the previous month

BACKGROUND

This report details the program performance and operational action from Mapoon Land and Sea Rangers and Parks and Gardens

DISCUSSION

- Visitor Management
 - Day use area cleaned of leaves and coconuts and mowed when required.
 - Rubbish bins emptied every Monday and Friday along with the Rubbish truck on Wednesdays. There has been an incredible quantity of rubbish, 2 additional bins put at Cullen Point to alleviate overflow. Rubbish bin holders have been ordered to accommodate 10 bins.
 - Toilets checked every Monday and Friday, hosed out and sanitised or gerni used when required for mould.
 - Permit checks mid-week and additional trip over the weekend to check on arrivals that come after hours. Patrols of Janie Creek and Batavia conducted weekly, very quiet in these areas.
- Fire Management
 - Rangers have been clearing all tracks that are used when burning to ensure good access and safe exit.
 - Fire Permit acquired and notices distributed ready for the coming months.
- Cultural Heritage
 - Created Museum inventory lists for books and photographs (originals).
 - Interview panel for Indigenous Knowledge Centre Coordinator (final interview).
 - Meeting with Wally and Nathan Williams of State Library QLD – Discussions on opening dates, coordinator interviews and First Five Forever service level agreement.
 - Teams meeting with Dr. Jo Wills – Discussions on quote for Tapa Bark Cloth to be framed, Cultural Keeping Place banners, Stage 2 of Museum Training.
 - Meeting with CEO regarding the Cultural Centre.
 - Purchasing of items for the new Cultural Keeping Place.

- Researching, photograph and information collation, referencing and creation of 9 historical information banners for the new Cultural Keeping Place, working closely with Dr. Jo Wills of Queensland Museum.
- Second meeting with Nathan Williams of SLQ. Discussions on successful candidate for IKC Coordinator position, certificate of occupancy.
- Slowly packing Cultural Keeping Place, in preparation for the move to the Cultural Centre.
- Jason took annual leave within this month.
- Cultural Heritage Maintenance
 - Rangers mowed and whipper snipped First Contact and New Cemetery fortnightly during this month.
 - Monitoring of Unmarked graves and whipper snipped when required.
- Biosecurity
 - Coastal Surveillance trip to Skardon River mid-May with and observations recorded, and photos taken on Top Watch App and sent to Biosecurity.
 - Marine Debris clean-ups continued with Rangers collecting another 997 kg from Back Beach. These clean-ups have been funded by Department of Environment and Science this year with May being the last of the activities in our contract. New contract being finalised for the next financial year.
 - Rangers applied for a grant to conduct 2 major clean-ups on Skardon and Flinders beaches. This grant has been approved which will allow the hire of a barge to transport buggies and people and remove rubbish from these beaches. Included in this grant was the funds to purchase of 2 more ATV's and anything required to conduct these clean-ups including skip bins to remove rubbish from Mapoon. The first will be the Skardon Beach which will commence on the 27th of June, volunteers from Border Force and Metro Mining will also be joining Rangers for the week.
- Weed Management
 - Rangers weed spraying duties continued with spraying of the weeds at new cabins ready for turf installation, airport fence lines and the grader grass through Batavia.
- Training
 - Funding was received through Biosecurity and LGAQ to have 12 persons complete a Certification in Water Quality (Undertake sampling and testing of water). This was a great course with sampling of different water sources and minimum 6 testing procedures to complete the course. The course ran for 4 days with 6 in a group and a test to complete on the last day.
 - Rangers Chainsaw tickets where due for renewal, a trainer attended Mapoon and put 10 Rangers and 1 Parks and Gardens through rigorous tests on felling trees and cutting procedures as well as maintenance of saws. 2 Rangers were competent at level 1 and 9 other competent at level 2. Good result with all responding very well to the trainer.
- Parks and Gardens
 - Mulch availability for garden beds will not be a possibility till late August.

- Roadside clean-ups conducted weekly.
- Mowing and whipper snipping of Council yard, Anzac Park, Church, Donga's, Nature strips south side of Mapoon. Limited staff this month due to family commitments with achievements still made.
- Requesting approval for a replacement small zero turn mower in the new financial year. The current zero turn mower is rapidly clocking up hours and maintenance becoming more frequent. Currently this has not been allowed for in the Capita budget. This financial year Parks and Gardens has an underspend of \$64,860 still achieving a mowed and tidy town. A mower to replace existing would cost \$12,900 + GST and if approved the existing mower would be put up on public auction.

RECOMMENDATION

That the report of Executive Manager of Environmental Services, Land and Sea and Parks and Gardens be received and noted

7.12 HUMAN RESOURCES MONTHLY REPORT - MAY 2022

Author: Danielle Turner, HR Consultatant, Preston Law

Authoriser: Tim Rose, Acting CEO

Attachments: Nil

PURPOSE OF REPORT

To present the Human Resources Consultants' Report for May 2022 to Council.

BACKGROUND

Danielle Turner, HR Consultant from Preston Law prepared the Report.

DISCUSSION**Human Resources****1. Employment Outlook**Current number of employees

Department	Number of Employees
Infrastructure and Works	17
Environmental Services	15
Community and Development	10
Finance	3
Executive/Corporate Services	8
Total	53

Resignations/Terminations

Department	Number of Employees
Infrastructure and Works	0
Environmental	1
Community and Development	2
Finance	0
CEO/Governance/HR	1
Total	4

2. Recruitment

Positions Advertised:

Position	Status
Finance Officer	Recruitment completed.
Ranger Coordinator	Ongoing.

New Appointments

Name of Employee	Position	Department
Kerin Nolan	Cleaner	Community Development /Infrastructure and Works
Casey Sore	Cleaner	Community and Development

3. Training & Development

- Rangers undertook Water Quality Training

4. Absenteeism

- At the beginning of May, HR attended a pre-start meeting with relevant Infrastructure Services employees to discuss the high number of unauthorised absenteeism hours.
- Employees were informed of:
 - The importance of each person coming to work each day and that if they did not attend this impacted on Council service delivery.
 - If they could not come to work, they needed to contact their supervisor, fill out a leave form and record leave on their timesheet; and
 - If there was no improvement further action, including disciplinary action, may be taken.

Number of hours absenteeism (unauthorised leave):

Department	January 2022	February 2022	March 2022	April 2022	May 2022
Infrastructure and Works	89 hours (8 employees)	50.5 hours (7 employees)	146.50 (7 employees)	97.5 hours (6 employees)	126 hours (8 employees)
Environmental Services	134 hours (8 employees)	59.7 hours (8 employees)	79 hours (8 employees)	58.25 hours (7 employees)	65.5 hours (9 employees)
Community and Development	Nil	Nil	4.75 hours (1 employee)	7.5 hours (1 employee)	4.25 hours (1 employee)
Finance	Nil	Nil	Nil	Nil	Nil
Corporate Services	14.5 hours (1 employee)	8.5 hours (1 employee)	36.5 (1 employee)	8 hours (1 employee)	4 hours (1 employee)
Total	237.5 hours	118.7 hours	266.75 hours	171.25 hours	199.75 hours

WHS Monthly Report May 2022

1. Toolbox Meetings

A total of 4 toolbox meetings held in the month of May

- 12/05/22- Gave the team a refresher on covid protocols as per QLD health guidelines. This was due to several council employees contracting Covid 19. Provided the team with masks if they desired to wear them.
- 16/05/22 – Went through the SWMS prepared by Tony Walters with the crew that were going to be working on the first critical lifts at the new shop. This toolbox was conducted on site at the shop and all members signed off on the SWMS and the risk assessment was kept on site as required.
- 23/05/22 – Asked the team if there were any hazards out there that they wanted to report? Then went on to see what the team needed PPE wise besides the basics. The list I compiled were cut resistant gloves for grinding and cutting, Squinches for hydration (I ordered icy poles and individual mix packets to trial) Special rubber gloves for the plumbers to work on grease traps, septic's etc.

- 31/05/22 – General discussion surrounding fit for work with the flu going around Mapoon and strategies to avoid it (virtually same as covid) and methods to keep oneself from suffering to badly from it once contracted.

2. Hazard reports

A total of 7 Hazard reports raised this month, most of these stems from the audit actions tasked to me from Tony Walters last audit, please see below the ones that haven't had any action are still easily within the timeframe given to rectify.

- 116 – has been rectified.
- 117 & 120 – will take more time to sort out.
- 118 – Has not been looked at yet.
- 121 – Has had no action yet.
- 122 – Has also had no action yet.

116	12-May	Lachlan Hogan	Ranger Base	Kelli Leatham	Access to emergency shower is obstructed	Environmental Exec
117	13/5/22	Lachlan Hogan	Water treatment plant	Tom Smith	Emergency shower has is not functioning, appears the water has been disconnected.	Works Manager
118	18/5/22	Lachlan Hogan	Water treatment plant	Tom Smith	The air conditioner in the PLC room is not working - heat stress risk	Works Manager
119	18/5/22	Lachlan Hogan	Water treatment plant	Tom Smith	Windsock required at the plant to show wind direction in case of Chlorine Gas leak.	Works Manager
120	18/5/22	Lachlan Hogan	Mechanics Workshop	Tom Smith and Michael Morris	The emergency shower in the workshop has very low water pressure and it is not effective.	Works Manager
121	18/5/22	Lachlan Hogan	Works yard	Tom Smith	Rubbish builds up restricting access to the side gate also creating a risk of vermin build-up	Works Manager

122	18/5/22	Lachlan Hogan	Works yard	Tom Smith	LPG gas bottle storage in the works yard requires attention, most full and empty bottles are not secured with straps or chains.	Works Manager
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3. Inspections

A total of 22 site inspections completed in May. These included

- Land fill x 2
- Airport x 2
- Boat Ramp x 1
- Illegal Dumping x 2
- Playgroup x 1
- Cabinet Makers Workshop x 1
- Builders Compound x 3 (Hazard Report 121 & 122)
- Cultural Centre x 1
- Bores x 1
- Water plant x 1 (Hazard Report 117,118 & 119)
- Ranger Base x 1 (Hazard Report 116)
- Mechanical Workshop x 1 (Hazard Report 120)
- New Shop x 4

4. Incident reports

No incident reports have been reported to me this month. However, I do believe there was at least one that I have only just been made aware of. This is a little hiccup that we hope to rectify and along with the help of Amy Thomson we hope to start receiving all Incident Reports again.

5. Other works

- Worked on the Audit Actions tasked to me by Tony Walters. This was quite an extensive list however they have all virtually been actioned apart from a few I need to run by Tom Smith, I am currently working on a formal audit action reply to Tony.
- Ordered Signage for Aged Care after a walk through with Toni Roberts. I have since received the signage and passed on to the Aged Care Team and informed them to raise an internal work order to have signs fitted.

- Had a meeting with new Building Supervisor Bill Farrand surrounding what is required at the new shop before we start work there. We came up with
 - SWMS (Tony Walters)
 - Site Register Book (Lachlan Hogan)
 - White Cards (Lachlan Hogan)
 - Hard Hats (Lachlan Hogan)

This was all in place before the first critical lift on the 16/05/22

- Attended the Services Union Meeting with the works boys.
- Works team barricade the shop construction site and installed new signage that I ordered. Good work from the team as it was an issue we wanted to mitigate before we started the critical lifts.
- We have now installed the ice machine at the back of the green shed, a massive win for the team. Big thanks have to go to Alan & Jayden Busch for cleaning up the green shed, which was quite a mess, making a bench to install next to the ice machine to place your drink bottle on and improve ergonomics, sourcing some ice bags, making and installing fly screens for the sliding windows to keep area ventilated and installing the chest freezer. Big thanks also to Albert Woodley and Douglas Wheeler for installing and hooking up the ice machine. We have a very happy team now as this was 12 months in the making.
- Visited the Justice Group Donga as Ray Walters had asked me to have a look at the state of it. Walked around noticed substantial water damage and white ant damage also. Took some photos and consulted with Tony Walters on right path of action, it was deemed a Hazard Report be done up with recommendations (will do)

RECOMMENDATION

That Council note and receive the Report of the Human Resources Consultant.

7.13 LOCAL THRIVING COMMUNITIES

Author: Jo Linnane, Consultant

Authoriser: Tim Rose, Acting CEO

Attachments:

1. TERMS OF REFERENCE Interim LTC Advisory Committee Mapoon
2. Code of Conduct for Advisory Committees
3. Report on Interim Local Thriving Communities Meeting 23rd May 2022 Final
4. Report on Interim Local Thriving Communities Meeting 9th March 2022 Final
5. Closing The Gap Target Outcomes

PURPOSE OF REPORT

Mapoon Interim Local Thriving Communities

BACKGROUND

Provide Council with a progress report:

1. Mapoon Interim Local Thriving Communities Committee Meetings held 9th March 2022 and 23rd May 2022.
2. New Service Level Agreements and Funding.
3. Updated Terms of Reference Mapoon Interim Local Thriving Communities Committee.
4. Advisory Committee Policy Code of Conduct.
5. Endorsement of the Closing The Gap Targets.

DISCUSSION

1. Mapoon Interim Local Thriving Communities Committee Meetings were held on 9th March 2022 and 23rd May 2022. Reports from both meetings are attached and have been provided to DSDSATSIP.
2. Council has signed and received co-signed Service Level Agreements (SLA's) for the following funding from DSDSATSIP:
 - a. Social Reinvestment – Deadly Youth Leadership Holiday Program for \$165,000.00 for a 12-month period. Planning is underway for programs to commence September 2022 school holiday.
 - b. LTC Grant for a Coordinator for \$100,00.00 for a 12-month period commencing 1st July 2022 for resourcing to provide support and coordination of the Mapoon Local Thriving Communities to undertake the following:

Engage a Local Coordinator:

 1. Support the operations and governance of the Interim LTC.

2. Strengthen interagency coordination.
3. Work with DSDSATIP regional staff.
4. Strengthen and develop capacity for the interim LTC to move towards establishing a formal Local Decision-Making Body.
5. Support the LDMB to develop a Community Agreement for co-signing with the Queensland Government.

Skills development to support and strengthen governance and operations of the Interim LTC.

Undertake community and stakeholder engagement.

Enhance accountability, coordination and leadership development including mapping of community priorities and aspiration, service coordination, family and community mediation, community engagement and support for community champion.

In addition, plan, coordinate, and report on relevant Funding Agreements.

3. Council has undertaken a review of the Mapoon Interim Local Thriving Communities Terms of Reference (TOR) after a 12-month period as noted in the TOR. The TOR has been developed and broadened in consultation with DSDSATSIP LTC Brisbane staff. See attached draft for Council endorsement.
4. An Advisory Committee Policy Code of Conduct has been prepared with the Mapoon Interim LTC members to receive training for the Code of Conduct at the June 2022 Meeting.
5. The Closing The Gap (CTG) Targets with 17 Outcomes are highly aligned to the Local Thriving Communities Initiative. In addition, may funding applications are now also seeking alignment to the relevant Outcome embedded in the CTG's. It would be regarded as highly beneficial for future funding applications to note MASC's endorsement of the CTG's.

RECOMMENDATION

That Council:

1. Note the reports Interim Local Thriving Communities Meetings held 9th March 2022 and 23 May 2022.
2. Council note the DSDSATSIP Service Level Agreements.
3. Council note and endorse the Mapoon Interim Local Thriving Communities Terms of Reference V3 June 2022.
4. Council note and endorse the Advisory Committee Policy Code of Conduct V1 June 2022.
5. Council note and endorse the Closing the Gap Targets.

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TERMS OF REFERENCE

Interim Mapoon Local Thriving Communities Advisory Committee

Overview of LTC

Local Thriving Communities (LTC) is a Queensland Government reform that seeks to build on a community's strengths; embrace existing leadership structures including Indigenous Councils and community leaders to enable Local Decision Making Bodies to:

- Co-design, advise, influence and improve the delivery of services.
- Ensure government investment makes their community stronger.
- Maximise opportunities from local service and industry partnerships.

The following table sets out the formal terms of reference for the Committee:

Head of Power - Advisory Committee appointed by the Mapoon Aboriginal Shire Council (Council) under Section 264 of the *Local Government Regulation 2012*.

General Purpose

The Interim Mapoon LTC Advisory Committee (Advisory Committee) shall provide advice to Council to guide its decisions relating to the implementation of the Queensland Government's Thriving Local Communities reform.

Functions and responsibilities – The Advisory Committee will advise Council on issues and topics pertaining to the intent of the Local Thriving Communities reforms. Topics in scope for the Committee include:

- Support greater community voice about the services and programs delivered to the Mapoon Community.
- Support an open and transparent relationship between community, Council and the Queensland Government.
- Inform and provide advice on the design of programs, policies and services funded by the Queensland Government, specifically in relation to Mapoon's key priorities Housing, Community Safety, Education, Law and Order, Health and Economic Development that are referenced to the relative Closing The Gap targets.
- Inform and provide advice on the design of programs, policies and services delivered by Mapoon Aboriginal Shire Council including but not limited to Early Childhood, Aged Care, Commonwealth Home Support Program, Indigenous Knowledge Centre, Arts, Youth and, Sport and Recreation.
- Support the development and implementation of the Mapoon Community Safety Plan.

Mapoon Local Thriving Communities Terms of Reference V3.0 June 2022

Page 1

- Support the development and implementation of the Service Enhancement project funding.
- Support the development and implementation of the Social Reinvestment project funding.
- Support the development and implementation of future project funding.
- Support the co-development and co-signing of the Community Agreement with Queensland Government Ministerial and Government Champions, to formalise the Advisory Committee as a Local Decision Making Body and formally document the agreed priorities from both parties.

Membership -The Advisory Committee shall be made up of:

- The Council Mayor (Mayor).
- The Council Deputy Mayor (Deputy Mayor).
- Five (5) Community Members appointed by Council.

The Advisory Committee will be Chaired by the Mayor. In the absence of the Mayor the Deputy Mayor will assume the role of Chair.

The Advisory Committee shall appoint a Deputy Chair from one of the Advisory Committee members.

To ensure the Advisory Committee has a representative voice for the entire Mapoon Community, Community members appointed to the Advisory Committee will aim to reflect the diversity of the community, stakeholders and agencies in Mapoon.

Quorum - There must be at least 4 members of the Advisory Committee including either the Council Mayor or Council Deputy Mayor, present at each meeting to form a quorum. Where a quorum is not obtained for a particular meeting within 30 minutes of the appointed starting time of the meeting, the Chair shall postpone the meeting to a later date.

Appointment of Community Members - Recruitment and appointment of community members will be managed by the Council Chief Executive Officer (CEO) and endorsed by Council.

Tenure of Community Members – Community members will be appointed for minimum 12 month term unless otherwise determined by Council.

Meeting Frequency - Meetings of the Advisory Committee shall be quarterly. Additional meetings may be called by the Chair as deemed appropriate, provided the overall number of meetings each year does not exceed 12 in a financial year.

Notice of Meetings - At least once a year, Council will publish notice of the days and times when the Advisory Committee meetings will be held, on Council's website. Notice will also be provided in a conspicuous place at Council's public office.

Integration of Meetings with Council's Budget and Planning Operations -The CEO, in consultation with the Mayor, will determine meeting dates for the financial year ahead. In determining meeting dates the CEO will ensure consideration is given to integrating meetings with Council's statutory and nonstatutory planning timeframes including annual budget and operational plan processes, etc.

Meeting Location - Meetings will be held in Council chambers wherever possible though meetings can be moved to a suitable alternative venue, preferably at a Council's facility,

provided approval of the Chair is received and appropriate notice (at least two days) is provided to all Advisory Committee Members.

Standing Orders - For all matters not covered by these Terms of Reference, Council's Standing Orders will apply, and all Advisory Committee members will be required to abide by the Standing Orders.

Secretariat - The CEO shall provide a secretariat (LTC Coordinator) for the Committee. The LTC Coordinator/Manager will be responsible for:

- Preparing an agenda that highlights key issues requiring discussion as identified by the Advisory Committee.
- Provide a copy of the agenda to all Advisory Committee members no later than two (2) business days before each meeting
- Prepare report of each meeting with the report to be provided to all Advisory Committee members no later than five (5) business days after the conclusion of each meeting. All Meeting Reports will be presented to the following Council meeting for consideration.

Attendance at Meetings by Employees or Other Parties and Requests for Employee Assistance - From time to time senior management employees, Queensland Government agencies representatives with specific expertise might be asked to attend Committee Meetings to present information, answer questions, provide advice etc. Where these representatives are required to attend meetings, they will provide full, frank and meaningful advice on all issues within their capacity. Other external parties (contractors, consultants etc) may also be invited to meetings to provide input at the discretion of the Chair.

The Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships Community Connector will liaise with the LTC Coordinator to ensure appropriate expertise (Queensland Government and non-government) is invited to the meeting.

Where information is required from employees outside of Advisory Committee Meetings, such requests will be directed through the CEO and employees will make every effort to respond in a reasonable timeframe.

Advisory Committee Recommendations - Recommendations at each meeting will be open with questions decided by a consensus of the members present. Non-member Councillors may attend meetings and provide input, as regulated by the Chair. It should be noted Councillors and the full Council will consider and vote upon any recommendations of the Advisory Committee at a full Council meeting. (The Advisory Committee has no delegated authority).

Referral of Advisory Committee Recommendations - Reports of each meeting will be referred to the next available General Meeting of Council for consideration of recommendations. Council may endorse, amend or reject the recommendations as it deems appropriate by resolution. Council may refer particular recommendations back to the Advisory Committee for further consideration.

Monitoring and reporting -The LTC Coordinator will be responsible for monitoring actions and recommendations from each meeting to ensure the Advisory Committee is progressing their priorities and aspirations. Where issues require discussion over several meetings, the LTC Coordinator will be responsible for preparing the agenda with a vision to progress and finalise the issue.

Support will be provided by the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships Community Connector where required.

Reviews of Terms of Reference - These terms of reference will be reviewed periodically by the Advisory Committee as deemed necessary provided that they must be reviewed at least once every twelve (12) months. Minor changes to the Terms of Reference that do not alter the intent of the Advisory Committee or its structure etc. can be approved by the Advisory Committee provided the changes are referred to Council for noting. Changes to the intent of the Committee or its structure etc. must be ratified by Council resolution.

It is noted that the role of the Advisory Committee will be further defined as the State Government clarifies its LTC's reforms.

Delegated Authority - In accordance with the constraints of the *Local Government Act 2009*, Council cannot delegate authority to the Advisory Committee.

Public Access to Meetings - All formal meetings will be open to the public, consistent with legislative requirements and normal practice at Council's General Meeting. By exception, and in accordance with the *Local Government Act 2009*, confidential matters may be considered in closed session without the public present and informative and/or deliberative workshops may be conducted, if necessary, without public access.

Remuneration – Unless determined otherwise by the State Government, no remuneration is applicable for community members. Councillors and Council Staff (excluding Council Staff who are appointed to the Advisory Committee as community members) will receive no additional remuneration for this Advisory Committee.

Conflict of Interest - Councillor members of the Advisory Committee are required to discharge any prescribed or declarable conflict of interest in the same fashion as required under the *Local Government Act 2009*. In the event that a non-Councillor Advisory Committee member has a prescribed or declarable conflict of interest, they shall declare same to the Chair as soon as they become aware of the situation and the report of the meeting shall record the interest.

Induction & Governance Training – **Community Committee** members will be required to undertake an induction about the purpose and role of the Committee within 2 months of being appointed. A Community Member that has been reappointed to the Advisory Committee should undertake governance training at least once every 3 years.



MAPOON ABORIGINAL SHIRE COUNCIL

Code of Conduct for Advisory Committees

POLICY

Code of Conduct for Advisory Committees

SCOPE

This Code of Conduct applies to all persons who act as Advisory Committee Members to Mapoon Aboriginal Shire Council ("Council").

For the purpose of this Code of Conduct, an Advisory Committee Member means any person who sits on a committee:

- (a) That is an advisory committee appointed by Council pursuant to section 264(1)(b) of the *Local Government Regulation 2012*;
- (b) That is a Local Thriving Communities Advisory Committee (whether or not such a committee is an Advisory Committee pursuant to section 264(1)(b) of the *Local Government Regulation 2012*);
- (c) That is any other committee that discharges an advisory function to Council, whether in its capacity as a local authority, as trustee of land, or in any other capacity, whose members are, in whole or in part, appointed by Council (in any of its capacities).

POLICY STATEMENT

Local Government Principles

To ensure the system of local government is accountable, effective, efficient and sustainable Parliament has founded five local government principles with which anyone who performs a responsibility under the *Local Government Act 2009* and *Local Government Regulation 2012*, including Advisory Committee Members, must comply while performing their roles. These principles are:

1. Transparent and effective processes, and decision making in the public interest
2. Sustainable development and management of assets and infrastructure, and delivery of effective services
3. Democratic representation, social inclusion and meaningful community engagement.
4. Good governance of, and by, local government



MAPOON ABORIGINAL SHIRE COUNCIL

Code of Conduct for Advisory Committees

5. Ethical and legal behaviour.

Code of Conduct

This Code of Conduct provides a set of values that describe the types of conduct Advisory Committee Members should demonstrate to ensure their compliance with the local government principles. These values are listed below:

1. In providing advice and recommendations on local government matters, Advisory Committee Members will:
 - Declare any conflicts of interest that could affect their objectivity.
 - Not attempt to influence any person in an improper way.
 - Not misrepresent any information which their advice and recommendations are based upon.
 - Commit to exercising proper diligence, care and attention.
 - Make informed recommendations in as open and transparent a setting as possible.
 - Properly inform relevant personnel of all relevant information.
 - Make recommendations to Council in accordance with law and policy.
2. In representing and meaningfully engaging with the community, Advisory Committee Members will:
 - Show respect to all persons.
 - Clearly and accurately explain any recommendations.
 - Accept and value differences of opinion.
3. In exercising good governance, Advisory Committee Members are committed to:
 - The development of open and transparent processes and procedures.
 - Keeping clear, concise and accessible records of recommendations.
4. To meet the community's expectations for high level leadership, Advisory Committee Members will:
 - Be committed to the highest ethical standards.



MAPOON ABORIGINAL SHIRE COUNCIL

Code of Conduct for Advisory Committees

- Uphold the system of local government and relevant laws applicable.

This Code of Conduct also sets out standards of behaviour aimed at helping Advisory Committee Members understand how the principles and values are put into practice while performing their role to provide advice and recommendations to Council. Each standard of behaviour is not intended to cover every possible scenario. However, they provide general guidance about the manner in which Advisory Committee Members are expected to conduct themselves. It is important to note that the principles, values and standards set out in the Code of Conduct are of equal importance.

This Code of Conduct sets out the standards of behaviour applying to all Advisory Committee Members. The behavioural standards relate to, and are consistent with, the local government principles and their associated values.

The standards of behaviour are summarised as the three Rs, being:

1. Responsibilities;
2. Respect; and
3. Reputation.

Each standard of behaviour includes, but is not limited to, several examples to guide Advisory Committee Members in complying with the Code of Conduct when carrying out their role. Advisory Committee Members are to understand and comply with the following standards of behaviour as set out in the Code of Conduct listed below.

1. Responsibilities

Advisory Committee Members are required to carry out responsibilities conscientiously and in the best interests of the Council and the community. For example, Advisory Committee Members, have the following responsibilities:

- 1.1 Attend and participate meaningfully in all committee meetings, informal meetings, briefings, relevant workshops and training opportunities to assist them in fulfilling their roles other than in exceptional circumstances and/or where prior leave is given.
- 1.2 Respect and comply with all policies, procedures and resolutions of Council.
- 1.3 Report any suspected wrongdoing to the appropriate entity in a timely manner.
- 1.4 Ensure that their behaviour or capacity to perform their responsibilities as an Advisory Committee Member is not impaired by the use of substances that may put them or others at risk while performing their duties (for example, alcohol, illegal drugs or prescribed/nonprescribed and/or restricted substances).
- 1.5 Cooperate with any investigation being undertaken by the local government or other entity.



MAPOON ABORIGINAL SHIRE COUNCIL

Code of Conduct for Advisory Committees

2. Respect

Advisory Committee Members must treat people in a reasonable, just, respectful and non-discriminatory way. For example:

- 2.1 Treat fellow Advisory Committee Members, Councillors, Council employees and members of the public with courtesy, honesty and fairness.
- 2.2 Not use abusive, obscene or threatening language (either oral or written).
- 2.3 Have proper regard for other people's rights, obligations, cultural differences, safety, health and welfare.

3. Reputation

The Advisory Committee Members must ensure that their conduct does not reflect adversely on the reputation of Council. For example, Advisory Committee Members will, at a minimum, conduct themselves in the following manner:

- 3.1 When expressing an opinion dissenting with the majority decision of Council, respect the democratic process by acknowledging that the Council decision represents the majority view of the Council.
- 3.2 Not to make public comment on behalf of the Council or the Advisory Committee.
- 3.3 At all times strive to maintain and strengthen the public's trust and confidence in the integrity of Council and avoid any action which may diminish its standing, authority or dignity.
- 3.4 Social Media

It is important that Advisory Committee Members are aware of the potential damage which may be caused to Council, to relationships with other Advisory Committee Members and to a person's own reputation, as a result of use of social media. Where an Advisory Committee Member can be explicitly or implicitly identified as an Advisory Committee Member from content that an Advisory Committee member has published from their personal profile, must not:

- Publish, post, forward, share or endorse (i.e., like) material which is inappropriate, offensive, defamatory, threatening, misleading or is otherwise unlawful.
- Give the impression that they are authorised to publish content on behalf of Council or the Committee
- Publish, post, forward, share or endorse any content which may cause damage to Council or the Committee or otherwise bring Council or the Committee's reputation into disrepute.



MAPOON ABORIGINAL SHIRE COUNCIL

Code of Conduct for Advisory Committees

- Publish, post, forward, share or endorse any content which is disrespectful to Council, the Committee or other Advisory Committee Members, which may cause damage to relationships.

Conflicts of Interest

Advisory Committee Members must declare any conflicts of interest that could affect their objectivity to carry out their duty to provide advice and recommendations to Council. A Conflict of Interest involves a conflict between your duties and responsibilities in serving the public interest and your private interests. The conflict may arise from a range of factors including our personal relationships (relatives and friends), employment, our membership of special interest groups, or our ownership of property.

Having a conflict of interest is not unusual and it is not wrongdoing. However, failing to disclose and manage the conflict appropriately is likely to be wrongdoing. If you believe you have a Conflict of Interest, whether real, potential or perceived, you must report this immediately.

Advisory Committee members must manage conflicts of interest in a way that:

- Is open, honest and transparent;
- Places the public interest above the member's private interests;
- Ensures that the member can participate in the business of the Advisory Committee in a fair and unbiased way;
- Has regard to Council's organisational reputation, and ensures that Council's reputation could not, in the eyes of a reasonable person, be harmed because of the way in which the member has managed the conflict.

The general requirements for dealing with conflicts of interest are:

- Members must always proactively disclose any conflicts of interest and particulars about their conflict of interest in any decision-making process in which they are involved, at the earliest opportunity;
- Members should take all reasonable steps necessary to avoid participating in discussions in which they have a conflict of interest;
- Where the member cannot reasonably avoid participating in the discussion, the member may only participate in that process if the conflict has been managed in accordance with this Code of Conduct
- Members must manage conflicts of interest in consultation with the Chair of the Advisory Committee and the Chief Executive Officer of Council.



MAPOON ABORIGINAL SHIRE COUNCIL

Code of Conduct for Advisory Committees

REVIEW

The Chief Executive Officer of Council will monitor the adequacy of this Policy and recommend appropriate changes to Council for consideration as adopted.

This Policy will remain in force unless otherwise amended or repealed by Council.

Document Version Control	Date	Resolution N°.	Details
1.	22/6/2022		Responsible Officer: CEO Policy Type: Operational Policy



REPORT

**Interim Mapoon Local Thriving
Communities Advisory Committee Meeting**

Wednesday 23 May 2022

**INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE REPORT****23rd May 2022**

**REPORT OF MAPOON ABORIGINAL SHIRE COUNCIL INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE (LTCC) MEETING HELD AT THE MAPOON ABORIGINAL SHIRE COUNCIL CHAMBERS ON
WEDNESDAY 9TH MARCH 2022****1 ATTENDANCE****PRESENT:**

Mayor Aileen Addo (Chair), Ailsa Ling, Ricky Guivarra, Diane Ludwick, Jerry Burke,
Pauline Smith. (10.20)

Tim Rose – Acting Chief Executive Office (Report Writer)

Wally Zeigelbauer – MASC

Tom Smith – Works Manager – Housing
Tracey Jia – DSDSATSIP

Apunipima:

Adeline Romano
Debra Jia
Amanda Nicholson

2 MEETING OPENED

The meeting commenced at 10.14 am.

3 APOLOGIES

Depu
Deputy Mayor Kiri Tabuai

4 ITEMS OF BUSINESS**4.1****CONFIRMATION OF PREVIOUS REPORT OF THE INTERIM MAPOON LOCAL
THRIVING COMMUNITIES COMMITTEE ON 9th March 2022****PURPOSE OF REPORT**

To confirm the Report of the previous meeting of the Interim Mapoon Local Thriving
Communities Committee.

Page 2

**INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE REPORT****23rd May 2022**

It was agreed that the Report of the Meeting of the Interim Mapoon Local Thriving Communities Committee held on 9th March 2022 was a true and accurate record.

The report as tabled be accepted.

4.2 Housing

Jerry Burke raised concerns about housing maintenance issues. Concerns regarding delays in maintenance work that exceeds 6 months and the low-quality materials used i.e., internal doors that are cheap and damage easily. Another concern raised was the process and feedback when cutting down of trees at properties.

A question was raised about eggbox door rather than solid core.

Jerry Burke departed the meeting 11.17 am.

Mayor updated the Committee on the progress of the Social Housing Construction (5 x houses) on Weipa Road and that there will be 5 further houses built over the next financial year.

Other items discussed regarded housing inspections, tenancy arrangements for Aged Care Residential facility. It was noted that the Technical Working Group (TWG) meetings, chaired by Mayor Addo, includes Council, QBuild, DSDSATSIP and other housing related services to discuss all aspects of housing in Mapoon. Mayor Addo commented on the timing of when Council will be notified regarding of the allocation of new tenants for the new houses built.

Actions

1. It was agreed that both Housing and CEO of WCCCA be invited to the next Interim Local Thriving Communities Meeting to discuss and update the committee on housing including maintenance and other matters in Mapoon.
2. To advertise publicly when Dept of Housing representatives visit the community.
3. Tom Smith – works manager will follow up on individual issues raised from the meeting today and provide feedback to those members.
4. Tracey to follow up with Centrelink to contact Tim Rose regarding attendance at next meeting or via phone to provide an update of Centrelink payment and rules that affect single parents/partners etc.
5. An Officer from Centrelink be invited to the next meeting.

The committee noted the information.

**INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE REPORT****23rd May 2022****4.3 Community Safety Plan (CSP)**

Tracey Jia (DSDSATSIP) gave an update on funding.

Following on from the initial CSP Funding there is a Service Level Agreement with DSDSATSIP that provides for 2 x Service Enhancement Funding allocations:

1. Funding Schedule #1 of \$100,000.00 over a 2 year period to assist with the monitoring and implementation of the Community Safety Plan Actions.
Tracey will work with Council and other services to report on these actions and suggested including another column on an electronic version to assist to monitor and report on each item.
2. Funding Schedule #2 of \$185,000.00 over a 2 year period to identify service/activity gaps in community that will enhance safety and wellbeing through an alignment with the Community Safety Plans, including but not limited to:
 - a. Increasing community engagement
 - b. Building community capacity
 - c. Improving cultural safety
 - d. Facilitating informed decision making

Additional funding of \$165,000.00 has been allocated to Mapoon from the Social Reinvestment Expression of Interest (EOI). Mapoon Council and LTC decided to use this to fund a school holiday program for Mapoon Youth aged 5-15 years as per LTC meeting minutes 9th March 2022. A Service Level Agreement is to soon be received by MASC from DSDSATSIP.

Members discussed having more regular events i.e., NAIDOC, Fun Day etc. Member Smith mentioned a "Bike program" as an activity for families and to encourage a healthy and active program.

Member Guivarra mentioned the idea of a Music Teacher to encourage music events and to consider including this in the co-design discussion.

Actions

1. Discussions were held around the funding. It was agreed to undertake discussions with existing service providers to ensure we are providing the most suitable complimentary/additional services to avoid duplicating provision of services.
2. Additional columns to be included in CSP to show how objectives are being met along with the progress of actions.
3. Mayor to discuss community events with Councillors at the next Council meeting.

The Committee noted the information.

**INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE REPORT****23rd May 2022**

4.4 Education

The school no longer has a bus or driver to collect children on a daily basis the committee discussed the impact .

Justin Drahm Butler from Department of Education, Qld was to attend the meeting however sent an apology for the meeting due to being unable to attend for personal reasons.

Justin was to discuss the Local Community Engagement through Co-Design (LCETC) pilot project being undertaken by Queensland Education.

Justin's attendance will be confirmed for a future LTC meeting.

Member Ling commented her concern for Early Learning and that nothing is happening in this space.

Actions

New invitation to be send to Justin Drahm Butler to attend a future LTC Meeting.

The Committee noted the information.

4.5 Law and Order

It was noted that the new Mapoon Police Liaison Officer (PLO) commenced today 23rd May 2022. The PLO's position has been long-term goal of the council and the community.

The Committee noted the information.

**INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE REPORT****23rd May 2022**

4.6 Health

The Apunipima Health Centre is due to open on the 23rd of August 2022.

Mayor Addo invited Adeline Romano, Debra Jia, and Amanda Nicholson from Apunipima to attend the meeting. They informed the meeting they are currently undertaking a survey within community. The survey includes the opportunity for residents to provide a name for the naming of the new building from local language. All residents are invited to partake in the survey and to nominate a name that as residents feel best represents the Mapoon community.

The Committee noted the information.

4.7 Economic Development**Grant Application for Development and Improvements to Cullen Point Caravan Park Site.**

Acting CEO Tim Rose noted the Council has applied for grant funding for \$3.2 million for the development and improvements to Cullen Point caravan park site. Included in the applications is the purchase of a barge for Cullen point to assist with tourism, turtle program and further business opportunities with Metro Mine. Tim Rose has obtained letters of support from Rio Tinto and OMAC to support the application. A Business Plan is in progress.

Water Project

Deadly Innovations Funding Application (DSDSATSIP) has been submitted. MASC is awaiting the outcome.

Cultural Centre

Transport of building material had delays, priority was given to food and perishables.

Building is on track for completion.

Kiosk /Café – Council is finding it difficult to engage suitable applicants to run/manage the Kiosk/Café. They will continue to advertise for the positions.

Paanja Lodge

Work continuing at lodge on the new cabins. It is envisioned the works will be completed over the next 2 -3 months.

New Retail Store

Council currently has a Request for Tender for tenants for a commercial lease over the store.

New Council Building Additions

Additions to the Ranger building and main Council building will commence soon.

Business Opportunities in Community.

Mayor Addo mentioned there was really opportunity for a cleaning business in Mapoon with various Council buildings and other building requiring this service. She encouraged the members to speak to community members about this.

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**INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE REPORT**

23rd May 2022

Small Business Expo

Tracey Jai informed the Committee of the Small Business Expo outside the Wild Cape Café on Wednesday, 8th June and provided posters. The expo will be run by the Department of Employment, Small Business and Training. Many Rivers Organisation will also be sending Jenny Carmichael (Microenterprise Development Manager) to the expo.

Actions

1. Acting CEO Tim Rose to progress Business Plan for development work at Cullen Point and Barge proposal.
2. Tracey Jia (DSDSATSIP) to follow up regarding funding from Deadly Innovations and provide feedback to Tim Rose by Friday 27th May 2022.

The Committee noted the information.

4.8 EXPRESSION OF INTEREST (EOI) SOCIAL REINVESTMENT DSDSATSIP.

As noted in Item 4.3 Social Reinvestment of funding of \$165,000.00 will be coming to Mapoon.

The funding will be utilized for funding holiday programs for the Mapoon Youth 5 – 15 Years. Funding allocation is for a 12-month period.

Council is currently awaiting co-signing of the Service Level Agreement from DSDSATSIP

The Committee noted the information.

4.9 OTHER BUSINESS

The matter of a music teacher was raised.

Acting CEO has been asked to contact Stephen La Roux from WCCCA regarding attendance at the next LTC meeting either in person or via phone.

Mayor Ado noted young people have been squatting at the CEO's residence and there is a noticeable mess at the property.

Mayor Addo noted the Blue Card issue was raised at the recent TCICA meeting in Cooktown in May where it was agreed that communities need to work together to collectively escalate the current issues in relation to Blue Cards. The LGAQ have indicated they will assist with the Blue Card problem for change to occur to assist with community members to gain employment.

OMAC are running a monthly photography competition.

Mapoon Splash Park requires a cover/shelter.

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**INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE REPORT****23rd May 2022****Action Items**

1. Acting CEO Tim Rose to contact Stephen La Roux (WCCCA) to attend the next LTC Meeting.

The Committee noted the information.

5 . MEETING CLOSE

The meeting closed at 1.22pm.

The next LTC Meeting will be held on Monday 20th June 2022 with a 9am commencement.



REPORT

**Interim Mapoon Local Thriving
Communities Advisory Committee Meeting**

Wednesday 9th March 2022

**INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE REPORT**9th March 2022**REPORT OF MAPOON ABORIGINAL SHIRE COUNCIL
INTERIM LOCAL THRIVING COMMUNITIES COMMITTEE (LTCC) MEETING
HELD AT THE MAPOON ABORIGINAL SHIRE COUNCIL CHAMBERS
ON WEDNESDAY 9TH MARCH 2022****1 ATTENDANCE**

PRESENT: Mayor Aileen Addo (Chair), , Ailsa Ling, Ricky Guivarra, Diane Ludwick, Jerry Burke, Pauline Smith.

Tim Rose – Acting Chief Executive Office (Report Writer)

Tim Fell - Executive Director Local Thriving Communities DSDSATSIP
Charlotte Young - Director Local Thriving Communities DSDSATSIP
Terri Page - Regional Manager DSDSATSIP
Tracey Jia – Principal Project Officer DSDSATSIP Weipa Office

Chris Hodgman – QPS Acting Chief Superintendent Peter Williamson – Far North Region District Officer
Peter Williamson – QPS Acting Inspector – Cape Patrol Group
Maj-Lis Dalton – QPS Senior Police Liaison Officer

Wally Zeigelbauer - MASC
Jo Linnane – MASC

Dawn Braun – Mapoon Community Justice Coordinator entered the meeting at 1.05 pm – Item 4.9 Other Business.

2 MEETING OPENED

The meeting commenced at 10.07 am.

3 APOLOGIES

Deputy Mayor Cameron Hudson

Leon Abdul – Men's Support Officer Mapoon Community Justice Group (Item 4.9 Other Business)

4 ITEMS OF BUSINESS**4.1 CONFIRMATION OF PREVIOUS REPORT OF THE INTERIM MAPOON LOCAL THRIVING
COMMUNITIES COMMITTEE ON 25th JANUARY 2022****PURPOSE OF REPORT**

To confirm the Report of the previous meeting of the Interim Mapoon Local Thriving Communities Committee.

Page 2

**INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE REPORT****9th March 2022**

It was agreed that the Report of the Meeting of the Interim Mapoon Local Thriving Communities Committee held on 25th January 2022 was a true and accurate record.

**INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE REPORT**9th March 2022**4.2 Housing****Actions**

The Mayor updated the Committee on the progress of the Social Housing Construction (5 x houses) on Weipa Road and that there will be 5 further houses built over the next financial year.

Committee raised concerns regarding the white goods program from WCCCA .

The Committee discussed Department of Housing and Public Works maintenance programs and delays some community members were currently encountering.

It was agreed that both Housing and WCCCA and councils Works manager be invited to the next Interim Local Thriving Communities Meeting to discuss and update the committee on housing including maintenance and other matters in Mapoon

4.3 Community Safety Plan (CSP)

Jo Linnane advised minor changes had been made to the draft Community Safety Plan.

Further work will be undertaken to have a on the draft including updating the CSP action plan to be more focused on key community issues and to include timeframes for outcomes. Further engagement with service providers and community will be beneficial.

It was noted that the CSP does not include Firearm Control.

Tim Fell gave an outline that the long-term plan for Alcohol Management is have no restrictions and that there is a great deal of work and matters that require consideration and prioritization that will be required to be undertaken over time.

Tim Fell further discussed the importance of the LTCC's being locally driven and flexible to suit the individual communities. The longer-term vision is for LTCC's transition to a Local Decision Making Boards (LDMB) with formal agreements being made between the State Government and Thriving Communities and the possibility of a longer-term goal of Incorporation of the LDMB.

The committee was advised the John Buttigeig has been appointed as the new Manager at Sport and Recreation.

Discussions held as to PCYC and Sport and Recreation including future delivery of services in Mapoon. Mayor Addo noted that MASC has previously had community Sport and Recreation Plan developed. Further discussions yet to be undertaken.

The Committee discussed accountability of service delivery in Mapoon.

The Mayor advised her long term view is to give the LTCC the ability to assist with providing better services to the community.

INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE REPORT

9th March 2022

The Committee noted the information.

**INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE REPORT****9th March 2022**

4.4 Education

The Committee noted COVID has impacted the Mapoon School with children testing positive and required to isolate, however attendance numbers were returning to normal levels. It was noted that the Mapoon School has very good attendance rates. The school no longer has a bus or driver to collect children on a daily basis.

The Committee noted the information no further action was required.

4.5 Law and Order

Inspector Chris Hodgeman provided the committee with an update including:

Interviews for the Mapoon PLO position have been undertaken with the new recruit to commence in a few weeks.

Currently Weipa Police Station has 13 uniformed officer and 3 detectives.

QPS have developed an Action Plan. The Action Plan is based on 5 Pillars noting Actions and Outcomes. One priority of the plan is increased community engagement with the new PLO to support this process.

Committee was advised that elements of the Action Plan will mirror the Community Safety Plan.

Discussion was held regarding Sly Grog. It was noted that this is not an issue in the Mapoon community.

Committee was advised that the coordination of Alcohol/Liquor across communities is closely monitored by QPS and DSDSATSIP.

Mayor Addo noted that drugs were a greater problem in Mapoon than alcohol and has an impact on domestic and family violence, child safety and mental health. It was also noted that tobacco was an issue that is also leading to an increase in domestic and family violence within Mapoon.

The committee was advised of the Liquor Accord Meetings that are held twice yearly in Weipa and that it would be valuable to have a representative from Mapoon attend the next meeting. Council will be advised of the meeting date.

Programs for youth activities were discussed. It was noted that early intervention programs for youth have been beneficial in other communities. Applications can be made to the QPS for funding, criteria for funding are noted in the QPS Action Plan. In addition, the JT (Jonathon Thurston) Academy offer many programs and assistance to many communities.

The Committee noted the information.

Page 6

**INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE REPORT**9th March 2022

Meeting closed at 11.40 am for lunch.

Meeting recommenced at 12.14pm.

4.6 Health

Vaccination rates for COVID for Mapoon Community are at 87%.

The Committee noted Qld Health & Apunipima have looked after community residents in isolation exceptionally well. The Apunipima vouchers were well received and a great help to families who had to undergo isolation.

The Mapoon Clinic has a new DON.

It was noted it has been identified there is an urgent need to have a visiting Psychologist come to community. Apunipima have psychologists who could attend Mapoon.

RFDS Services to community are to recommence.

Child Safety will now be coming into community for visits.

It was further noted that there was a concern regarding a dog problem at the school and if advice could be attained regarding animal management concerns.

Committee also noted that Dental Services have slowed down.

The Committee noted the information.

4.7 Economic Development

Tim Rose updated the Committee on the recent visit by Tourism Queensland. During the visit discussions were held regarding the opportunities for potential to have a barge at Cullen Point to assist with tourism, the turtle program, Rio Tinto, and Metro Mining. A business plan is yet to be developed.

The committee were advised that Metro Mining is seeking applications for multiple positions. Advertisements have been placed on the MASC Facebook page.

Tim Rose provided the Committee a copy of the plans for the upgrade of Cullen Point Plan and Streetscape of Mapoon.

A funding application for the Bottling Plan has been lodged with Deadly Innovations DSDSATSIP.

Page 7

**INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE REPORT**9th March 2022

The committee were also advised the Council will be seeking to run the new Arts & Cultural Centre on completion and subsequent opening.

The Committee noted the information.

4.8 EXPRESSION OF INTEREST (EOI) SOCIAL REINVESTMENT DSDSATSIP.

The Committee was advised of the successful outcome of the EOI Social Reinvestment of \$165,000.00.

The funding will be utilized for funding holiday programs for the Mapoon Youth 5 – 15 Years. Funding allocation is for a 12 month period with Council yet to receive the funds.

The Committee noted the information.

**INTERIM LOCAL THRIVING COMMUNITIES
COMMITTEE REPORT**9th March 2022**4.9 Other Business**

A discussion was held around employment outcomes and opportunities for residents including My Pathway - Mapoon. Tim Rose indicated a Council would be meeting with My Pathway later in the week.

Committed recommended that Scott McAllister (My Pathway) be invited to the next Interim LTCC meeting along with the NIAA regarding the proposed 2023 changes to the Community Development Program (CDP).

Dawn Braun – Coordinator Mapoon Justice Group – joined the meeting at 1.05pm

Dawn outlined what was happening with the Justice Group including the new Women's Support Officer (Pauline Smith) and the new Men's Support Officer (Leon Adbul). Leon was unable to attend the meeting. Mapoon Community Justice Group are currently sourcing funding for a cultural on country program and a horse therapy program. Furthermore, they are in discussions regarding viable sentencing options and looking to build a yarning circle at the back of the existing Men's Group Building.

Committee raised concerns regarding delivery of CHSP services including cleaning.

Committee also raised concerns regarding the carriage limits of alcohol that may be being breached by Council staff and requested Tim Rose follow up with staff.

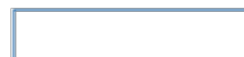
Committee noted a problem with the recording of gas bottles, noting all gas bottles should be part of a numbering system with the number recorded on the gas bottle. Concerns for community are that gas bottles are being stolen; the numbering system be introduced to alleviate the problem.

The Committee noted the information.

5. MEETING CLOSE

The Meeting closed at 2.08pm.

Productivity Commission



MENU

CLOSING THE GAP TARGETS AND OUTCOMES

The [National Agreement on Closing the Gap](#) (the National Agreement) has 17 national socio-economic targets across areas that have an impact on life outcomes for Aboriginal and Torres Strait Islander people. The progress against the targets will be monitored by the Productivity Commission and will help all parties to the National Agreement understand how their efforts are contributing to progress over the next ten years.

Each of the targets and their outcomes are listed below.

Data tables showing the starting points for each Closing the Gap target by jurisdictions are now available on the Productivity Commission Closing the Gap Information Repository Dashboard.

[See the Productivity Commission Dashboard](#)



1 Everyone enjoys long and healthy lives

[Collapse](#)

Outcome

Aboriginal and Torres Strait Islander people enjoy long and healthy lives.

Target

Close the Gap in life expectancy within a generation, by 2031.

Data

[See all the data](#)



2 Children are born healthy and strong

[Collapse](#)

Outcome

Aboriginal and Torres Strait Islander children are born healthy and strong.

Target

By 2031, increase the proportion of Aboriginal and Torres Strait Islander babies with a healthy birthweight to 91 per cent.

Data

[See all the data](#)



3 Children are engaged in high quality, culturally appropriate early childhood education in their early years

[Collapse](#)

Outcome

Aboriginal and Torres Strait Islander children are engaged in high quality, culturally appropriate early childhood education in their early years.

Target

By 2025, increase the proportion of Aboriginal and Torres Strait Islander children enrolled in Year Before Fulltime Schooling (YBFS) early childhood education to 95 per cent.

Data

[See all the data](#)



4 Children thrive in their early years

[Collapse](#)

Outcome

Aboriginal and Torres Strait Islander children thrive in their early years.

Target

By 2031, increase the proportion of Aboriginal and Torres Strait Islander children assessed as developmentally on track in all five domains of the Australian Early Development Census (AEDC) to 55 per cent.

Data

[See all the data](#)



5 Students achieve their full learning potential

[Collapse](#)

Outcome

Aboriginal and Torres Strait Islander students achieve their full learning potential.

Target

By 2031, increase the proportion of Aboriginal and Torres Strait Islander people (age 20-24) attaining year 12 or equivalent qualification to 96 per cent.

Data

[See all the data](#)



6 Students reach their full potential through further education pathways

[Collapse](#)

Outcome

Aboriginal and Torres Strait Islander students reach their full potential through further education pathways.

Target

By 2031, increase the proportion of Aboriginal and Torres Strait Islander people aged 25-34 years who have completed a tertiary qualification (Certificate III and above) to 70 per cent.

Data

[See all the data](#)



7 Youth are engaged in employment or education

[Collapse](#)

Outcome

Aboriginal and Torres Strait Islander youth are engaged in employment or education.

Target

By 2031, increase the proportion of Aboriginal and Torres Strait Islander youth (15-24 years) who are in employment, education or training to 67 per cent.

Data

[See all the data](#)



8 Strong economic participation and development of people and their communities

[Collapse](#)

Outcome

Strong economic participation and development of Aboriginal and Torres Strait Islander people and communities.

Target

By 2031, increase the proportion of Aboriginal and Torres Strait Islander people aged 25-64 who are employed to 62 per cent.

Data

[See all the data](#)



9 People can secure appropriate, affordable housing that is aligned with their priorities and need

[Collapse](#)

Outcome

Aboriginal and Torres Strait Islander people secure appropriate, affordable housing that is aligned with their priorities and need.

Target

By 2031, increase the proportion of Aboriginal and Torres Strait Islander people living in appropriately sized (not overcrowded) housing to 88 per cent.

Data

[See all the data](#)



10 Adults are not overrepresented in the criminal justice system

[Collapse](#)

Outcome

Aboriginal and Torres Strait Islander people are not overrepresented in the criminal justice system.

Target

By 2031, reduce the rate of Aboriginal and Torres Strait Islander adults held in incarceration by at least 15 per cent.

Data

[See all the data](#)



11 Young people are not overrepresented in the criminal justice system

[Collapse](#)

Outcome

Aboriginal and Torres Strait Islander young people are not overrepresented in the criminal justice system.

Target

By 2031, reduce the rate of Aboriginal and Torres Strait Islander young people (10-17 years) in detention by 30 per cent.

Data

[See all the data](#)



12 Children are not overrepresented in the child protection system

[Collapse](#)

Outcome

Aboriginal and Torres Strait Islander children are not overrepresented in the child protection system.

Target

By 2031, reduce the rate of over-representation of Aboriginal and Torres Strait Islander children in out-of-home care by 45 per cent.

Data

[See all the data](#)



13 Families and households are safe

[Collapse](#)

Outcome

Aboriginal and Torres Strait Islander families and households are safe.

Target

By 2031, the rate of all forms of family violence and abuse against Aboriginal and Torres Strait Islander women and children is reduced at least by 50%, as progress towards zero.

Data

[See all the data](#)

14 People enjoy high levels of social and emotional wellbeing

[Collapse](#)

**Outcome**

Aboriginal and Torres Strait Islander people enjoy high levels of social and emotional wellbeing.

Target

Significant and sustained reduction in suicide of Aboriginal and Torres Strait Islander people towards zero.

Data

[See all the data](#)



15 People maintain a distinctive cultural, spiritual, physical and economic relationship with their land and waters

[Collapse](#)

Outcome

Aboriginal and Torres Strait Islander people maintain a distinctive cultural, spiritual, physical and economic relationship with their land and waters.

Target

1. By 2030, a 15 per cent increase in Australia's landmass subject to Aboriginal and Torres Strait Islander people's legal rights or interests.
2. By 2030, a 15 per cent increase in areas covered by Aboriginal and Torres Strait Islander people's legal rights or interests in the sea.

Data

[See all the data](#)



16 Cultures and languages are strong, supported and flourishing

[Collapse](#)

Outcome

Aboriginal and Torres Strait Islander cultures and languages are strong, supported and flourishing.

Target

By 2031, there is a sustained increase in number and strength of Aboriginal and Torres Strait Islander languages being spoken.

Data

[See all the data](#)



17 People have access to information and services enabling participation in informed decision-making regarding their own lives

[Collapse](#)

Outcome

Aboriginal and Torres Strait Islander people have access to information and services enabling participation in informed decision-making regarding their own lives.

Target

Target 17: By 2026, Aboriginal and Torres Strait Islander people have equal levels of digital inclusion

Data

[See all the data](#)



Australian Government

The parties to the National Agreement on Closing the Gap acknowledge the traditional owners of the lands and waters on which Australians live and work, and pay respects to their Elders past, present and emerging.

Aboriginal and Torres Strait Islander people are advised that this website may contain images and voices of deceased people.

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8 ANY OTHER BUSINESS

8.1 TENDER FOR FISHING LICENCE 4525

Author: Kelli Leatham, Executive of Environmental Services, Parks & Gardens

Authoriser: Tim Rose, Acting CEO

Attachments: Nil

PURPOSE OF REPORT

To report to council results of tender for fishing licence

BACKGROUND

This report will finalise result of tender process.

DISCUSSION

- Fishing Licence
 - The sublicence for Licence no: 4525 was put out for tender on the 16th of May 2022. Tender advertised in council tender box, MASC website along with Facebook. Copies were also made available at Council office.
 - Only one applicant applied for the sublicence of Council Fishing Licence.
 - The applicant was Ian Ross Dick and I recommend the agreement be transferred for the stated period in the tender of 2 years.

RECOMMENDATION

That the tender from Ian Ross Dick be accepted for the sub-licence of the Council Fishing Licence for a period of Two Years

9 CORRESPONDENCE IN

Nil

10 CORRESPONDENCE OUT

Nil

11 NEXT MEETING DATE

Proposed date for next meeting: 19 July 2022

12 CLOSE MEETING