



MINUTES

Ordinary Meeting

**Held at Council Chambers
Sir Albert Abbott Administration Building
73 Gordon Street, Mackay**

On Tuesday 31 March 2026

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1. ATTENDANCE

His Worship the Mayor, Cr G R Williamson (Chairperson), Crs A M Baker, N B Corowa, B C Hassan, A S Johnson, A N Jones, N L MacRae, K L May, H E Paton and P E Sheedy were in attendance at the commencement of the meeting.

Also present was Mr G Carlyon (Chief Executive Officer), Ms K Hoare (Minute Secretary), Ms A Nugent (Director - Planning, Growth & Sustainability), Mr M Sleeman (Director - Community Services), Mr C Kelly (Director - Corporate Services), Mr C Molyneaux (Acting Director - Organisational Capability & Risk), Ms K Rogers (Associate Director - Infrastructure) and Ms J Carey (Executive Manager - Corporate Communications & Marketing).

The meeting commenced at 10:00 am.

2. OPENING PRAYER

Ps Amanda Grobbelaar led those present in Prayer.

3. ABSENT ON COUNCIL BUSINESS

Nil

4. APOLOGIES

Council Resolution ORD-2026-1

4.1 LEAVE OF ABSENCE - Cr Martin Bella

THAT Cr Bella be granted leave of absence for today's Meeting.

Moved Cr Baker

**Seconded Cr Hassan
CARRIED UNANIMOUSLY 10/0**

5. CONDOLENCES

Nil

6. CONFLICT OF INTEREST

7. CONFIRMATION OF MINUTES

7.1. CONFIRMATION OF MINUTES - 25 FEBRUARY 2026

THAT the Ordinary Meeting Minutes dated 25 February 2026 be adopted.

Council Resolution ORD-2026-2

THAT the Ordinary Meeting Minutes dated 25 February 2026 be adopted.

Moved Cr MacRae

Seconded Cr Jones

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

8. BUSINESS ARISING OUT OF PREVIOUS MINUTES

9. MAYORAL MINUTES

10. CONSIDERATION OF COMMITTEE REPORTS & RECOMMENDATIONS

10.1. ARTS CULTURE AND HERITAGE STRATEGIC ADVISORY COMMITTEE - DRAFT MINUTES – 23 FEBRUARY 2026

Author Director Community Services (Mark Sleeman)
Responsible Officer Director Community Services (Mark Sleeman)
File Reference Arts Culture and Heritage Strategic Advisory Committee

Attachments

1. Draft Minutes 23022026 Arts Culture and Heritage Strategic Advisory Committee [10.1.1 - 2 pages]

Purpose

For Council to receive the draft minutes of the Arts, Culture and Heritage Strategic Advisory Committee meeting held on 23 February 2026.

Related Parties

n/a

Corporate Plan Linkage

Community and Environment

Arts, Culture and Heritage - We invest in the Mackay region's arts and culture and protect the rich cultural heritage and history of our region in line with council's Art and Cultural Development Policy.

First Nations People - Mackay Regional Council respects the traditional custodians of the lands that make up our region, the Yuwi and Widi people. We also acknowledge all other A&TSI people who call our region home. Council, through our RAP, acknowledges the values, history and culture of our A&TSI people. Council is committed to developing strong relationships with the Traditional Custodians of our land and aims to protect and promote our region and celebrate our histories.

Officer's Recommendation

THAT the draft minutes of the Arts, Culture and Heritage Strategic Advisory Committee meeting held on 23 February 2026 be received.

Council Resolution ORD-2026-3

THAT the draft minutes of the Arts, Culture and Heritage Strategic Advisory Committee meeting held on 23 February 2026 be received.

Moved Cr Corowa

Seconded Cr Paton

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil



MINUTES
ARTS, CULTURE AND HERITAGE STRATEGIC ADVISORY COMMITTEE
Monday 23 February 2026 – 1.30pm – Council Chambers

Purpose:	Provide a forum to enable MRC to enhance Arts, Culture and Heritage through social capacity building, community projects, initiatives and local story telling: Provide advice and guidance to MRC on current and emerging matters and opportunities in the Mackay Local Government area: Enable Councillors to engage with the community through identified stakeholder groups and individuals.
Committee Members:	• Cr Namarca Corowa (Co-Chair) • Cr Heath Paton (Co-Chair) • Mark Sleeman Director Community Services (MS)
Supporting Staff:	• Maurie Fatnowna Executive Manager Community Lifestyles (MF) • Justin Neilsen Bradshaw Executive Manager Ethical Standards, Audit and Risk (JNB) (part) • Bonnie McCarthy Arts Development Officer (BM) (part) • Tracey Heathwood Director Artspace (part) • Gillian Hayles (GH) – minute taker
Guests:	• Cr Anne Baker • Cr Ash-Lee Johnson • Cr Peter Sheedy (part) • Sue Houston, Traci Lietzke, Karen Hurford and Geraldine Moylan - Mackay Creatives Inc (part) • Marj Sullivan, Tara Smith - Printbank Committee (part) • Brigitte Zimmermann, Lyn Ahmet - Artists Connect Inc (part)
Apologies:	• Chris Molyneaux Director Organisational Capability and Risk (CM) • Jan Ward – President – Printbank

Item No. / Requestor	Items	Actions
1. Standing	Acknowledgement of Country / Introductions / Apologies	
Chair	Acknowledgement of Country was conducted by Cr Paton and apologies noted.	
2. Standing	Conflicts of Interest	
Chair	Nil.	
3. Standing	Arts and Culture Strategy 2025-2030 Discussion	
3.1 Chair	Discussion was held with members of Mackay Creatives Inc, Artists Connect Inc and Printbank regarding the Arts and Culture Strategy as well as the tender for the Creative Arts Hub at the old Pioneer Shire Council building.	

Item No. / Requestor		Items	Actions
4.	Standing	Adoption of Previous Minutes	
	Chair	The minutes of the meeting held on 9 December 2025, having been previously circulated was received and approved at Council's Ordinary Meeting on 28 January 2026.	Noted.
5.	Standing	Review of Outstanding Actions Items	
	Chair	Items reviewed and updates provided.	All completed or in progress.
6.	Standing	Presentation	
6.1	First Nations Story Telling	Tracey Heathwood – Director Artspace An update was provided on the First Nations Story Telling Project	
7.	Standing	Agenda Items / Discussion	
7.1	Community Items	Nil.	
7.2	Reflection / Improvements	Nil.	
8.	Standing	General Business	
8.1		Nil.	
9.	Standing	Next Meetings and frequency	
9.1	Chair	The next meeting will be held on Monday 25 May 2026.	

Meeting closed: 2.55pm
Minutes recorded by: GH

10.2. AUDIT COMMITTEE - DRAFT MINUTES - 19 FEBRUARY 2026

Author Secretary (Katrina Hoare)
Responsible Officer A/Director Organisational Capability and Risk (Chris Molyneaux)
File Reference Audit Committee

Attachments

1. Minutes - Audit Committee - 19 February 2026 [**10.2.1** - 7 pages]

Purpose

For Council to receive the draft final minutes of the Audit Committee meeting held on 19 February 2026.

Related Parties

Nil

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

In accordance with Section 211 (1) (c) of the *Local Government Regulation 2012* (the regulation), the Committee must as soon as practicable after a meeting, give the local government a written report about the matters reviewed at the meeting and the committee's recommendations about the matters.

Furthermore, under Section 211 (4) of the regulation, the Chief Executive Officer must present the report at the next meeting of the local government.

Consultation and Communication

The draft minutes were approved by the Chair of the Audit Committee and then circulated to its members.

Officer's Recommendation

THAT the draft minutes of the Audit Committee meeting held on 19 February 2026 be received.

Council Resolution ORD-2026-4

THAT the draft minutes of the Audit Committee meeting held on 19 February 2026 be received.

Moved Cr Johnson

Seconded Cr Hassan
CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil



FINAL MINUTES

Audit Committee

Held at Council Chambers
Sir Albert Abbott Administration Building
73 Gordon Street, Mackay

On Thursday 19 February 2026

AUDIT COMMITTEE - 19 FEBRUARY 2026

ORDER OF BUSINESS

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AUDIT COMMITTEE - 19 FEBRUARY 2026

1. ATTENDANCE**Committee Members:**

Mr T Cronin (Chairperson), His Worship the Mayor Cr GR Williamson, Cr A Johnson and Ms M McKendry (External Audit Committee Member) via teams.

Observers:

Cr P Sheedy

Council Officers:

Mr G Carlyon (Chief Executive Officer), Mr C Kelly (Director Corporate Services), Ms A Gibbs (A/Internal Audit Advisor) and Ms K Hoare (Minute Secretary)

Visitors:

Ms T Mowatt (Senior Manager, QAO), Ms M Manual (Director, QAO), Ms J Prinsloo (Financial Accounting Coordinator), Mr C Molyneaux (A/Director, Organisational Capability & Risk), Ms K Rogers (Associate Director, Infrastructure), Mr V Nsanabo (Executive Manager, Asset Management), Ms K Peris (Coordinator Performance & Risk), Mrs A Kenny (Senior Risk Officer, Performance & Risk), Mr M Harris (Executive Manager Water Treatment), Mr J Petrass (Scientific Services Manager), Mr J Ackerman (Executive Manager Strategic Planning), Ms S Teng (Senior Sustainability Advisor) and Ms K Phillips (new external member via Teams).

The meeting commenced at 10:00 am.

2. APOLOGIES**3. CONFLICT OF INTEREST****4. CONFIRMATION OF MINUTES****Council Resolution AC-2025-55**

THAT the Minutes of the Audit Committee of 4 December 2025.

Moved Tim Cronin

**Seconded Cr Williamson
Carried**

5. BUSINESS ARISING OUT OF PREVIOUS MINUTES

Noted

AUDIT COMMITTEE - 19 FEBRUARY 2026

6. REPORTS TO BE TABLED**6.1. QAO - BRIEFING PAPER & DRAFT EXTERNAL AUDIT PLAN**

Action **Committee requested management review on checklist.**

Officer's Recommendation

THAT the Audit Committee receive the attached papers.

Audit Committee Resolution AC-2025-56

THAT the Audit Committee receive the attached papers.

Moved Tim Cronin

**Seconded Cr Williamson
Carried**

6.2. STRATEGIC FINANCIAL REPORT & DECEMBER BUDGET REVIEW

Action **Page 46 - Unrestricted cash expense cover ratio shows the actual as 1.01 month compared to the historical results. This is to be verified.**

Officer's Recommendation

THAT the Strategic Financial Report for January 2026 be received.

Audit Committee Resolution AC-2025-57

THAT the Draft Strategic Financial Report for January 2026 be received.

Moved Cr Johnson

**Seconded Cr Williamson
Carried**

6.3. ACCOUNTING FILE NOTES**Officer's Recommendation**

THAT the Audit Committee receive the 2025/26 position papers and accounting files as part of the planning phase of the financial reporting process.

Audit Committee Resolution AC-2025-58

THAT the Audit Committee receive the 2025/26 position papers and accounting files as part of the planning phase of the financial reporting process.

Moved Cr Johnson

**Seconded Cr Williamson
Carried**

AUDIT COMMITTEE - 19 FEBRUARY 2026

6.4. ASSET MANAGEMENT (INCL WIP) UPDATE

Officer's Recommendation

THAT the Asset Management update be noted

Audit Committee Resolution AC-2025-59

THAT the Asset Management update be noted

Moved Cr Williamson

**Seconded Tim Cronin
Carried**

11.18am Ms K Rogers (Associate Director, Infrastructure), Mr V Nsanabo (Executive Manager, Asset Management) & Ms J Prinsloo (Financial Accounting Coordinator) left the meeting.

6.5. INTERNAL AUDIT PROGRESS REPORT

Officer's Recommendation

THAT the Internal Audit Progress Report be received and reviewed by the Audit Committee.

AND THAT the Audit Actions Management Guideline be endorsed by the Audit Committee.

AND THAT the Internal Audit Progress Report be endorsed by the Audit Committee.

Audit Committee Resolution AC-2025-60

THAT the Internal Audit Progress Report be received and reviewed by the Audit Committee.

AND THAT the Audit Actions Management Guideline be endorsed by the Audit Committee.

AND THAT the Internal Audit Progress Report be endorsed by the Audit Committee.

Moved Cr Johnson

**Seconded Tim Cronin
Carried**

AUDIT COMMITTEE - 19 FEBRUARY 2026

6.6. AUDIT ACTION REGISTER**Officer's Recommendation**

THAT the Audit Action Register as at 31 January 2026 be reviewed by the Audit Committee.

AND THAT all audit actions identified as being completed, are endorsed by the Audit Committee so that they can be removed from the Audit Action Register.

Audit Committee Resolution AC-2025-61

THAT the Audit Action Register as at 31 January 2026 be reviewed by the Audit Committee.

AND THAT all audit actions identified as being completed, are endorsed by the Audit Committee so that they can be removed from the Audit Action Register.

Moved Cr Johnson

**Seconded Tim Cronin
Carried**

11.34am Ms K Peeris (Coordinator Performance & Risk) and Ms A Kenny (Senior Risk Officer) entered the meeting.

6.7. ENTERPRISE RISK MANAGEMENT**Officer's Recommendation**

THAT the Strategic Risk Report, quarter two 2025-2026 is received by the Audit Committee, along with the updates provided regarding the progression of strategic risk, risk appetite and risk maturity at Mackay Regional Council.

Audit Committee Resolution AC-2025-62

THAT the Strategic Risk Report, quarter two 2025-2026 is received by the Audit Committee, along with the updates provided regarding the progression of strategic risk, risk appetite and risk maturity at Mackay Regional Council.

Moved Cr Williamson

**Seconded Tim Cronin
Carried**

11.47am Ms K Peeris (Coordinator Performance & Risk) and Ms A Kenny (Senior Risk Officer) left the meeting.

11.50am Mr M Harris (Executive Manager Water Treatment) & Mr J Petrass (Scientific Services Manager) entered the meeting.

6.8. PRESENTATION - NATA AUDIT LAB

Presentation by Matthew Harris, Executive Manager, Water Treatment

12.00pm Mr M Harris (Executive Manager Water Treatment) & Mr J Petrass (Scientific Services Manager) left the meeting.

AUDIT COMMITTEE - 19 FEBRUARY 2026

12.00pm Meeting adjourned for lunch

12.30pm Meeting commenced

6.9. PRESENTATION - PEOPLE & CULTURE

Presentation by Chris Kelly, Director Corporate Services

12.55pm Mr J Ackerman (Executive Manager Strategic Planning) and Ms S Teng (Senior Sustainability Advisor) entered the meeting.

6.10. PRESENTATION - DPGS - CLIMATE RISK ASSESSMENT

Presentation by Sherry Tseng, Senior Sustainability Advisor, Strategic Planning

1.20pm Mr J Ackerman (Executive Manager Strategic Planning) and Ms S Teng (Senior Sustainability Advisor) left the meeting.

6.11. CHIEF EXECUTIVE OFFICER - UPDATE

Mr G Carlyon, Chief Executive Officer is providing verbal update to Committee.

7. OTHER BUSINESS

Cr Johnson requested a presentation on Purchase Orders and the Accrual process be added to the annual meeting plan.

Mayor Williamson thanked Tim for his service over the past 6 years and presented a voucher in appreciation.

7.1. REVIEW OF ANNUAL MEETING PLAN

The Annual Meeting Plan is attached for review.

7.2. NEXT MEETING

The next meeting will be held on Thursday 28 May 2026.

8. MEETING CLOSURE

Meeting closed at 1:32 pm.

10.4. FINANCIAL SUSTAINABILITY STRATEGIC ADVISORY COMMITTEE - DRAFT MINUTES - 6 MARCH 2026

Author	Director (Chris Kelly)
Responsible Officer	Director Corporate Services (Chris Kelly)
File Reference	FSSAC

Attachments

1. FSSAC Minutes 060326 [10.4.1 - 4 pages]

Purpose

The purpose of this report is for Council to receive the Unconfirmed Draft Minutes of the Financial Sustainability Strategic Advisory Committee Meetings of 6 March 2026.

Related Parties

Nil

Corporate Plan Linkage

Financial Strength

Affordable Living - Our rates and charges provide value for residents and are sufficient in providing for required infrastructure, facilities and services.

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Optimised Asset Management - Our asset spend is aligned with the optimised maintenance, replacement and renewal of our asset base.

Planned Capital and Forecasting - Our planned capital and operational projects are delivered with agility in the line with our business needs.

Resilient and Agile Economy - Our long-term vision guides our planning for present and future needs, understanding the future implications of decisions made today.

Officer's Recommendation

THAT the Minutes of the Financial Sustainability Strategic Advisory Committee Meeting of 6 March 2026 be received.

Council Resolution ORD-2026-5

THAT the Minutes of the Financial Sustainability Strategic Advisory Committee Meeting of 6 March 2026 be received.

Moved Cr Johnson

Seconded Cr Baker

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil



MINUTES
FINANCIAL SUSTAINABILITY STRATEGIC ADVISORY COMMITTEE MEETING
Fri 6 Mar 2026 at 09:00 – Council Chambers

Purpose:	• Provide a forum to enable MRC to enhance Financial Sustainability through affordable living, ethical decision making and good governance, optimised asset management, planned capital and forecasting, and a resilient and agile economy. • Provide information, advice and views to MRC on current and emerging matters within the Mackay Local Government area. • Enable Councillors to engage with sectors of the community through identified stakeholder groups and individuals.
Committee Members:	• Cr Anne Baker • Cr Ash-Lee Johnson (Chair) • Chris Kelly – Director Corporate Services • Tania Caldwell – Acting Chief Financial Officer
Supporting Staff:	• Chris Molyneaux – Acting Director Organisational Capability and Risk • Kirsty Bolton – Minute Taker
Guests:	• Cr Peter Sheedy • Kristen Filtress - Revenue and Treasury Coordinator • Simon Taylor - Director Infrastructure and Operations
Apologies:	• Nil

Item No. / Requestor (Approximate time)		Items	Actions	Due Date / Timeframe
1	09:00 - Standing	Acknowledgement of Country / Introductions / Apologies		
	Chair			
2	Standing	Conflicts of Interest		
	Chair	Nil		
3	Standing	Related Parties		
	Chair	Nil		
4	Standing	External Presenters – (name)		
		Nil		
5	Standing	Adoption of Previous Minutes		

Item No. / Requestor (Approximate time)		Items	Actions	Due Date / Timeframe
	Chair	The minutes of the meeting held on 6 Feb 2026 to be adopted at the meeting on 6 Mar 2026. Financial Sustainability Strategic Advisory Committee - Minutes - 06 February 2026.pdf		Minutes adopted.
6	Standing	Review of Outstanding Actions Items		
6.1	Chair	Budget Workshop – Session 4	Confirm legal advice on Revenue Statement	This has occurred and a summary will be provided as part of the budget presentation.
			Seek information on number of potential renewables developments.	Advice provided at Budget session. Confirmed that there are no completed developments, and there have been 2 applications processed. There may be further applications in the future.
			Report back to Financial Sustainability Committee on the creation of the Community communication and engagement plan for the 26/27 budget delivery.	Work in progress; information anticipated for the April meeting.
6.2		26/27 Policies & Levies	Add supporting financial figures to the slide relating to the Disaster Response Separate Charge for upcoming Council discussions.	This will be actioned when the presentation on Levies is provided to Council.
			Prepare and present 24 February briefing covering: - o Waste charges - o Retirement village price path - o Status update on entities that have exited the arrangement - o Commercial price path considerations	Work in progress; to be presented as a Council Briefing at future date TBC.

Item No. / Requestor (Approximate time)		Items	Actions	Due Date / Timeframe
			Prepare advice on proposed rates notice changes for retirement villages.	This will be briefed to Council as part of the Budget Briefing on 9 March.
6.3		Retention & Attraction Strategies	Investigate system enhancements that could improve recruitment workflow efficiency, including potential add-on modules.	Potentially for the July agenda.
6.4		Update on Transition to Strategic Procurement	As part of the implementation, review the reporting structure presented to councillors to ensure clarity, transparency, and ease of understanding.	This project will commence in the 26/27 year subject to successful appointment of CPO.
			Report back to the Financial Sustainability Committee the Small Business data collected from the last Procurement Policy amendments.	Chris K to review – potentially for the April agenda.
7	Standing	Agenda Items / Discussion		
7.1	Discussion on forecasted assumptions for LTFF	Presented by Chris Kelly – Director Corporate Services	Chris K to send email clarifying if there have been any changes in the two rounds of funding, as well as providing calculations on the rateable assessment numbers.	Email response provided on 18/03.
7.2	Discussion on 25/26 new and vacant positions	Discussion only	Carry this over to the next meeting for discussion.	To be discussed at April 23 Meeting.
7.3	Fees & Charges overview	Presented by Kristen Filtness	Council to investigate if we can provide an estimate on an increase.	Ongoing.
			Hold a discussion around entities leading to the budget.	To be done as part of budget development.
7.4	Report to SAC on the Service Integration	Presented by Chris Molyneux - Acting Director Organisational Capability and Risk		

Item No. / Requestor (Approximate time)		Items	Actions	Due Date / Timeframe
8	Standing	General Business		
8.1	Future Agenda Items	External Funding Register	Recommendation from Cr Johnson: That Council establish and maintain an External Funding Register, to be reported to the Financial Sustainability Strategic Advisory Committee to provide oversight on future or current funding applications and to identify strategic external funding opportunities aligned with Council priorities. Prepare a draft External Funding Policy to formalise a consistent organisational framework for external funding opportunities. Present the draft External Funding Policy to the Financial Sustainability Strategic Advisory Committee for consideration and advice prior to submission to Council for formal adoption in the June 2026 Ordinary Meeting.	To be presented for Council consideration at the March Ordinary Meeting.
9	Standing	Next Meeting		
9.1		Thursday 23 April		

Meeting closed: 11.26am

Minutes recorded by: KB

10.5. ECONOMIC DEVELOPMENT & GROWTH STRATEGIC ADVISORY COMMITTEE - DRAFT MINUTES - 26 FEBRUARY 2026

Author	Director Planning, Growth & Sustainability (Aletta Nugent)
Responsible Officer	Director Planning, Growth & Sustainability (Aletta Nugent)
File Reference	Economic Development & Growth Strategic Advisory Committee

Attachments

1. Economic Development & Growth Strategic Advisory Committee - Draft Minutes - 26 February 2026
[10.5.1 - 4 pages]

Purpose

For Council to receive the draft minutes of the Economic Development & Growth Strategic Advisory Committee meeting held on 26 February 2026.

Related Parties

- Canegrowers Mackay
- Central Queensland University
- Greater Whitsunday Alliance
- Mackay Airport
- Mackay Region Chamber of Commerce
- Mackay Resources Centre of Excellence
- North Queensland Bulk Ports
- RDA Greater Whitsunday
- Resource Industry Network
- Urban Development Institute of Australia

Corporate Plan Linkage

Invest and Work

Diversified Economy - We have a diversified economy that attracts new and emerging industries, such as sport, tertiary education, health, tourism, agribusiness, biofutures industry, and the Mining Equipment Technology and Services (METS) sector.

Industries, Jobs and Growth - Our core industries are growing and prosperous, encouraged to innovate, create jobs, and drive growth.

Officer's Recommendation

THAT the draft minutes of the Economic Development & Growth Strategic Advisory Committee meeting held on 26 February 2026 be received.

Council Resolution ORD-2026-6

THAT the draft minutes of the Economic Development & Growth Strategic Advisory Committee meeting held on 26 February 2026 be received.

Moved Cr MacRae

Seconded Cr Hassan

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil



MINUTES
ECONOMIC DEVELOPMENT AND GROWTH
STRATEGIC ADVISORY COMMITTEE
Thursday, 26 February 2026, 1.00pm – 2.30pm, Council Chambers

Purpose:	• Provide a forum to enable MRC and community projects, initiatives and strategic issues to be discussed • Provide information, advice and views to MRC on current and emerging matters within the Mackay Local Government Area • Enable Councillors to engage with sectors of the community through identified stakeholder groups.
Chair:	• Cr Nathenea MacRae – Co-chair
Committee Members:	• Aletta Nugent – Director Planning, Growth & Sustainability • Nadine Connolly – Acting Executive Manager Economic Development & Tourism • Kirili Lamb – Canegrowers Mackay • Jeff Stewart-Harris – Mackay Isaac Tourism • Robert Cocco – RDA Greater Whitsunday • Steven Boxall – Mackay Resources Centre of Excellence • Brendan Webb – NQBP • Sean Sandford – UDIA • Dean Kirkwood – Resource Industry Network In person
	• Adrian Miles – Mackay Airport Via MS Teams
Supporting Staff:	• Nele Murray – Investment Attraction Officer In person
Observing Councillors:	• Cr Peter Sheedy • Cr Anne Baker arrived at 1.12pm In person
	• Cr Namarca Corowa Via MS Teams
Apologies:	• Cr Belinda Hassan – Co-chair • Rob Brown – CQU • Kylie Porter – GW3 • Geoff O'Connor – Mackay Region Chamber of Commerce

Item No. / Requestor	Agenda Item / Discussion	Actions
1.	Standing Acknowledgement of Country/Introductions /Apologies	
	Chair • Aletta conducted Acknowledgment of Country • Apologies noted above.	
2.	Standing Conflicts of Interest	
	Chair • No conflicts declared.	



3.	Standing	Adoption of Previous Minutes	
	Chair	Economic Development & Growth Strategic Advisory Committee - Minutes - 4 December 2025.pdf endorsed by Council at the Ordinary Meeting on 28 January 2026. - Noted and accepted as is.	
4.	Standing	Action List	
	Chair	EDGSAC Meeting Action List.xlsx - Reviewed and noted.	
5.	Standing	Agenda Items / Discussion	
5.1	MRC	Economic Development Strategy 2026/27 Action Plan - Presented by Nadine Connolly - Acting Executive Manager Economic Development & Tourism - Seeking committee's input into prioritisation of projects/activities from the Economic Development Strategy for delivery in the 2026/27 financial year. Discussion/Feedback: 1.1.1 – there have been changes to resourcing internally to allow greater progression in this space. 1.2.3 – proposing to commence in Q2 2026. TEL have sent a delegation down to Canberra. 1.2.2 – Council's "business as usual" (BAU) is to provide sponsorship or partner with community groups. - Sean noted there is potential at the UDIA CEO Update on 19 March where Mayor is speaking to discuss major developments in the region. - Steve is still concerned about distinguishing between the Mackay Region's interests versus the Greater Whitsunday. Aletta confirmed MRC definitely presenting from a Mackay region perspective. - Steve noted a lot of other regions are doing good work in bringing ministers to the region. Doesn't see it prioritised anywhere, we could get caught up in sending delegations, but need to send people to parliament. That is the stuff we should be actively getting to the region. Should be included as an action that we focus on. Needs to be included in the advocacy plan. - Focus on a process to get targeted Ministers relevant to projects in the advocacy plan to the region. Forms part of advocacy framework. 1.3.1 – recommendations on key themes for next videos to be released: - Brendan - RCOE/critical minerals and Facilitating Development in the Mackay Region Policy (FDP). - Steven – RCOE/critical minerals and FDP - tell the story that the region are the pioneers with critical minerals, dig deeper with the story, we are ahead because we have been doing it for years. - Kirili – RCOE/critical minerals and FDP - create a hub of stories that support each other. - Dean - RCOE/critical minerals and FDP - Sean – connectivity, connected economy & SDAs & PDAs and workforce, he represents a different industry that would focus on these instead. - Adrian – connectivity, hub piece of what we can service, with port and airport and direct highway out west. Similar to Sean's comments. - Rob – connected economy, completion of port access road. - Brendan noted we were a safe place to invest so lots of people have invested here with a good return, this is a good story to tell.	Brendan will forward TEL information onto EDGSAC. Send links to current videos on investment opportunities in Mackay to EDGSAC.



	• UDIA will be bringing Ministers to region later in year regarding PDAs and SDAs. Regularly meet with EDQ and other state agencies. • Kirili noted the digital platform for bio-industries is a really good model for bringing all the stories together and worth looking at. • Cr MacRae noted that the FDP is really well received by industry. • Brendan noted that the Port Container Facility will commence construction in July with the first container at the end of 2027. • Adrian noted the Airport are in the early stages of pulling a number of projects together. Airport will be meeting with Council's CEO in a couple weeks. • 2.2.4 – Council proposing to work more with the development and construction industry. • Sean spoke of interactions with TMR, working on relationships, look at opportunities if RAF Round 2 funding. Council and local development industry work closely to support each other's wants and needs. UDIA will provide a letter of support for Council's RAF Round 2 funding applications. • 3.1.1 - skills development where we can transition skills from one area to another, where we can encourage school leavers into particular industries. There is work happening within the schools themselves. • Dean and other industries will be speaking with school administrators this week. Dean noted the need for more people to stay in Mackay. • Cr MacRae queried if industries are receptive to getting young people into industries, i.e. with work experience. Dean noted there has been a change, biggest issue is insurance whilst kids on work placement/experience. • Nadine noted this action when formed recognised that a lot of work has been done in this space and this this action will identify gaps and see where council can support. • Rob noted if there is opportunity to review in regional plan to identify potential gaps. Skills development sector – is a really cluttered space with lots of regional, state and national strategies with different groups doing different thing. Value add is how we potential play a role on bringing all these parties together to collaborate. Missed opportunity is how to get the silos to be more collaborative with each other. • Steve noted that we've got to be a bit nimble when things are moving so quickly. Lots of overlap and at times overreach. GW3 has done some good work with NQBP to support critical minerals work. Need to pick up GW3's document and integrate into these actions also. • MRC and CQU do a Jobs Fair/Careers Expo annually. • 4.1.2 – project is picking up some speed. OCG and MRC have dedicated planning resources. • Robert noted Member for Marani (Glen Kelly) is seeking to lead a focused piece on master plans and development strategies for the Pioneer Valley - in light of this should we seek to outline something in the EDS action plan? Aletta noted MIT sits on committee. • Adrian noted with regards to hotels and workers accommodation everyone agrees that it is important to the region, creates challenges as well. Been meeting with airlines and told there is a shortage of accommodation in Mackay, especially during the week. Have asked for some data from MRC to see if there is anything to address this. This also had an impact on other areas like tourism. • 4.5.4 – Housing Strategy endorsed by Council on 25 February 2026. Cr Baker noted it is important to note that the Housing Strategy was produced on dated census information and will be updated when the new census information is received. Aletta noted that it will be good timing to review where actions are at with the new census information. • Cr Baker noted it is really critical to understand timelines for both levels of government and their budget timelines so that our documents are ready to go for those.	Brendan will present on Container Facility to EDGSAC at a future meeting.
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5.2	MRC	Investment Attraction - Presented by Nele Murray – Investment Attraction Officer - Update on investment attraction work and seeking input from the committee. <u>Discussion/Feedback:</u> - Michelle Landry has advised that a number of State and Federal politicians will be in Mackay for QME. This is an opportunity to arrange targeting meetings whilst they are in town. - Local TIQ office worked very hard to get Critical Mineral round table in Mackay, but it was decided to host the event in Townsville instead. - The plan for the Investment Summit is to bring investors and developers together in one room. Will target a lot of the current gaps in the region. An educational exercise, but an opportunity to create connections. Initial event will be modest with intent to grow into the future. - Consensus around the table is that all options for advocacy have to be explored. Having Ministers in the region gives opportunity to show off the region and what we want. - Request that if Ministers are coming to the region for any events to let council know so that we can arrange for the Mayor and CEO to meet with them. - Aletta noted that it would also be good for relevant council representatives to meet any businesses or investors that come to the region. Council can showcase what they can do to assist bringing their projects to the region. - Mayor is working on a presentation for Developing Northern Australia Conference.	
6.	Standing	General Business	
6.1	Chair	- Environmental Sustainability Strategy 2026-2031 - Open for public consultation in Connecting Mackay in April	
7.	Standing	Future Meeting Dates	
7.1	Chair	21 May 2025, 27 August 2025, 19 November 2025	

Meeting closed: 2.30pm
Minutes recorded by: Nicole Smith

10.6. REGIONAL INFRASTRUCTURE STRATEGIC ADVISORY COMMITTEE - DRAFT MINUTES - 23 FEBRUARY 2026

Author	Executive Assistant (Robyn Smith)
Responsible Officer	Director Infrastructure and Operations (Simon Taylor)
File Reference	RISAC

Attachments

1. 23 February 2026 - Minutes - Regional Infrastructure Strategic Advisory Committee Meeting [**10.6.1** - 10 pages]

Purpose

For Council to receive the Draft Minutes of the Regional Infrastructure Strategic Advisory Committee Meeting of 23 February 2026.

Related Parties

Infrastructure & Operations Management

Corporate Plan Linkage

Financial Strength

Affordable Living - Our rates and charges provide value for residents and are sufficient in providing for required infrastructure, facilities and services.

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Optimised Asset Management - Our asset spend is aligned with the optimised maintenance, replacement and renewal of our asset base.

Planned Capital and Forecasting - Our planned capital and operational projects are delivered with agility in the line with our business needs.

Resilient and Agile Economy - Our long-term vision guides our planning for present and future needs, understanding the future implications of decisions made today.

Officer's Recommendation

THAT the Draft Minutes of the Regional Infrastructure Strategic Advisory Committee Meeting of 23 February 2026 be received.

Council Resolution ORD-2026-7

THAT the Draft Minutes of the Regional Infrastructure Strategic Advisory Committee Meeting of 23 February 2026 be received.

Moved Cr Baker

Seconded Cr May

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

MINUTES
REGIONAL INFRASTRUCTURE STRATEGIC ADVISORY COMMITTEE
23 February 2026 – 9am - Council Chambers, 1st Floor

Purpose:	1. Provide a forum to enable MRC and community projects, initiatives and strategic issues to be discussed; 2. Provide information, advice and views to MRC on current and emerging matters within the Mackay Local Government area; and 3. Enable Councillors to engage with sectors of the community through identified stakeholder groups
Committee Members:	Cr Karen May (Co-Chair); Cr Anne Baker (Co-Chair); Simon Taylor (ST), Director Infrastructure & Operations; Kylie Rogers (KR), Associate Director Infrastructure; Jeremy Rowe (JR), Associate Director Operations
Guest: TBC	Cr Sheedy, Cr Corowa, David de Jager, Matt Harris
Apologies:	Cr Johnson

Item No. / Requestor	Items	Actions
1. Standing	Acknowledgement of Country/Introductions /Apologies	
Director	Cr Baker conducted the Acknowledgement of Country	
2. Standing	Adoption of Previous Minutes, Matters Arising and Outstanding Actions Items	
Chair	Regional Infrastructure Strategic Advisory Committee Meeting - Draft Minutes - 27 January 2026.pdf <i>Update on Actions:</i> - Confirmed that Cr May and Cr Baker will both attend the Wildfire Energy site visit with Cr Hasson also attending on behalf of LAWMAC. Confirmed that Friday, 13 March 2026 is the preferred option for the site visit. - Cr May to confirm with Jay if there is a forward schedule for meetings of the Whitsunday Regional Roads Group (WRRG). Noted that Local Roads of Regional Significance are to be reviewed to ensure that the correct roads are included on the current Schedule. Transport Infrastructure Development Scheme (TIDS) funding has a 3-Year Program.	Actions: 1. Circulate current list of Transport Infrastructure Development Scheme (TIDS) Projects to the Committee and list as an Agenda item at a future meeting. Jay to liaise with Whitsunday Regional Roads Group (WRRG) re future meeting schedule. MRC to take their turn as the lead organisation for WRRG meetings when required.

		- Noted that the next (WRRG) Technical Group Meeting is scheduled for 5 March 2026 and we can request an updated list of projects included for TIDS funding. - Confirmed that Pat April, District Director Mackay/Whitsunday Department of Transport & Main Roads, is currently on extended LSL. Kylie to request the name of the current Acting District Director. - Confirmed that future meetings of the Regional Infrastructure Strategic Advisory Committee will remain on a monthly schedule. - Confirmed that the request to remove the graffiti on the Finch Hatton Showgrounds fence has been raised and request is in hand - Noted that Midge Point beach accesses were repaired following TC Koji, however, there has been a further approach from the Midge Point Progress Association regarding disability access. Confirmed that we need confirmation of exactly what is being requested so that all options can be costed and provided for decision. - Culvert cleaning has been included in next year's budget. Confirmed that there is a regular Headwall Maintenance Program managed by Civil Operations but if any are seen to be overgrown please report so they can be actioned accordingly - Noted that work continues on the preparation of a high-level Building Assessment incorporating all Council buildings. This will be presented to a future meeting. - Review of the current Road Maintenance Performance Contract (RMPC) is in progress. Results of review will be presented at a future meeting. - Kylie to provide Cr Sheedy with the link on the MRC website for State-Controlled Roads	2. <i>Provide costed options for beach access to Midge Point to Councillors and Parks Planning Team for decision.</i>
3.	Standing	Hot Topic Roundup	
	Chair	<i>Mattress Recycling</i> - Confirmed that a meeting was held with Incredables regarding mattress recycling - Noted that there is currently no funding, state or national, available for mattress recycling - David will raise the issue at the next Local Area Waste Management Committee (LAWMAC) Meeting in March 2026	Action: <i>Written response to be issued to Incredables regarding mattress recycling.</i>

		• There is currently no market for the recycled mattresses or the stripped-down mattresses due to the presence of PFAS in the individual mattress components noting that PFAS is a regulated waste and all regulated waste requires an Environmental Authority • Many councils are currently shredding mattresses and sending the shredded materials to landfill • Noted that Liverpool Council currently runs a User Pays Program • Any Mattress Recycling Program implemented would need to operate on a User Pays basis • Confirmed that landfill is the lowest cost option long term • A written response will be provided to Incredables <i>Boat Ramps</i> • CEO and Kylie Rogers met with Glen Kelly regarding congestion and parking issues at the Mackay Marina Boat Ramp • Confirmed that the only option available for additional parking is East Point • North Queensland Bulk Ports (NQBPs) have now confirmed that they will renew and extend Council's existing lease on the overflow carpark area • NQBPs advised that they will not consider the grassed area adjacent to the existing car park for additional parking as they have an alternative purpose for this area	
4.	Standing	Terms of Reference for Regional Infrastructure Strategic Advisory Committee Chek-In	
	Chair	• ECM 10752974 v1 Regional Infrastructure Strategic Advisory Committee Terms of Reference 19 6 24.pdf – updated • Not discussed	

5.	Standing	Waste to Energy and Waste Services Update	
	Chair	- Council has engaged a Consultant to research what is happening in the Waste to Energy (WtE) space both in Australia and overseas - The Consultant has confirmed that Council is currently liaising with the best company able to meet Council's specific requirements, i.e. Wildfire Energy - Confirmed that the Consultant's full Feasibility Study is expected to be received in the short term and that the Study can be reviewed and presented to the Committee before the end of this financial year - Noted that it is important to realise that every Council's waste is different - Confirmed that the next realistic step in the process is to send some of Council's waste down to the Wildfire Energy facility in Brisbane for them to conduct a trial - Other councils within the Greater Whitsunday Council of Mayors (GWCOM) are also currently considering alternative waste options for various reasons - Noted that the Regional Waste Management Coordinator for the GWCOM has now been appointed - Natasha Klosterman - Confirmed that all funding avenues are currently being explored - The date chosen for the Wildfire Energy site visit by Cr May and Cr Bakers is Friday, 13 March 2026	Actions: Waste to Energy (WtE) Feasibility Study to be presented to the Committee at the May 2026 meeting. David to arrange the site visit with Wildfire Energy for Cr May and Cr Baker.
6.	Director	Water Treatment Update	
		<i>Water Treatment</i> - Introduced Matt Harris, Executive Manager Water Treatment, to the Committee - Presentation by Matt on the results from the recent Drinking Water Quality Management Plan Audit - Discussed the challenging water source conditions (both Dumbleton and Marian Weirs) experienced during the recent TC Koji event	Action: Present Water Business (including Wastewater/Recycled Water) Briefing to Committee providing: Water allocations Costings

	• Events of this magnitude create big changes in both the chemistry of the water and the water quality when the first flush of the event contains high levels of pesticides, fertilisers, etc • Noted that when 500mm or more of rain is received within a couple of hours the water chemistry changes so quickly that the dosing rates, etc need to be amended and in extreme conditions the water cannot be treated • Council has an underground water supply (seven bores), however, some of the bores have experienced salt-water intrusion leading to challenges in our emergency supply • Confirmed that the bore water is treated differently to the river water supply <i>Water Security</i> • Noted that the Water Plan is currently under review with Council currently holding both surface and ground water allocations • Further noted that Council's ground water allocations have recently been decreased by 7% and we are currently assessing whether there is a need to increase Council's surface water allocation • Infrastructure Planning will complete a draft Water Strategy next financial year which will consider many factors: ○ Current allocations ○ Supply demand growth ○ Treatment parameters ○ Bulk water source ○ Cost of water • Important to note that if Council increases their surface water allocation (purchase more water) this will lead to the need for an increased budget • Confirmed that Sunwater has agreed to honour Council's lower water rate for a further period of time	○ General status update
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		- Discussed the importance of purchasing the additional water at the appropriate time and that the appropriate time is very dependant on the region's growth - Also noted that those developers taking up opportunities in the State Development Area (SDA) may be significant water users - Advised that the Growth Allocation Model has recently been updated and that the Water Hydraulic Models are also to be updated - Confirmed that the Mackay South Water Recycling Facility (MSWRF) supports a Recycled Water Reuse Scheme which provides Class A Recycled Water for irrigation to canefarmers in the Bakers Creek area	
7.	Director	Capex Planning 2026/2027	
		- Follow up session and opportunity for questions following the Briefing provided to Councillors on Wednesday, 18 February 2026 - It was noted that the draft Capital Program presented is the first cut of the draft Capital Program for 2026/2027 and that this is the same process that occurs behind the scenes each and every year but that this is the first time that Councillors have been given visibility over this process - It was acknowledged that \$150M is very ambitious and that we need to consider Council's true capacity to deliver - Noted the need to explore all avenues for improving delivery of the Capital Program: - What are the measurements we need to look at to ensure we are performing well - What are the factors influencing non deliverables - What does top performance look like - What is the true capability of the organisation - Which projects will Council deliver - Which projects will Contractors deliver	Action: Kylie to Investigate if debt funding information for previous years' budgets is available in graph format

		○ Discussed that separation of Procurement and Construction Projects within the Capital Program would provide a better understanding and more complete picture of the Capital Program • An Analysis of the Capital Program should include: ○ Which are the multi-year projects ○ Which are the top three projects ○ Which are the most important projects ○ Which new projects are Council's priorities • Agreed that Renewals are a "must" and that the "Recommended" projects should be supported • Stressed the importance of getting Work In Progress (WIP) out of Work In Progress (WIP) and recorded and capitalised • Highlighted the fact that new and upgraded assets often lead to increased Operational costs • Noted that the Water and Transport Projects included are Local Government Infrastructure Plan (LGIP) Projects required to support growth in the Northern Beaches • Discussed that new trunk infrastructure comes at a significant cost and that it is vital to be aware of the cost to grow into these areas • It was noted that 2010/2012 was the last time that Council was required to provide this volume of infrastructure and that the pressure had dropped off in following years • Further noted that it is important to realise that Council must borrow for the future • Discussed the importance of delivering the correct message to the community that Council is making informed decisions for the prosperity of the community • Need to map out for the community what the next five or ten years will look like providing an explanation of what we need to fund for the future • It was noted that the community does not engage with the Corporate Plan	
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		• Agreed that we should be discussing whether projects are to be loan funded or rates funded at the time of endorsing the Capital Program • Need to investigate if debt funding information for previous years' budgets is available as graphs	
8.	Associate Director Infrastructure	Capital Delivery 2025/2026 Update	
		• Update presented by Kylie Rogers, Associate Director Infrastructure • Noted that January 2026 had not been a good month in terms of Capital Delivery performance • Delivery during the month had been impacted by issues such as: ○ TC Koji ○ Wet weather sustained during the month ○ Constraints in procurement with regard to capacity and pinch points ○ Resourcing ○ Timing on supply of materials • It was agreed that Council is somewhat Risk Adverse when completing Tender Assessments • Noted that Council is currently working towards implementation of a Strategic Procurement process • Discussion around the Departures Process of Tender Assessments and how this process can be very time consuming • Noted the complexities involved in the Timber Bridge Package and that the Package will be brought back to a future meeting for discussion	Action: <i>The Timber Bridge Package will be brought back to a future meeting for discussion</i>

9.	Senior Risk Officer, Performance & Risk	Inclusion of Assets as a Category for Enterprise Risk Consequence, Appetite & Tolerance	
		• Presentation provided by Audrey Kenny, Senior Risk Officer • Noted the recommended and agreed Risk Consequence Categories as below: ○ Community & Social ○ Environment ○ Finance ○ Governance & Compliance ○ Health & Safety ○ Opportunity ○ People & Culture ○ Reputation ○ Service Delivery (rather than Assets) • Noted the Consequence Definitions to be included in Council's Service Delivery Consequence Table • Noted the Risk Appetite Statements and their corresponding Risk Tolerance Statements to be included in Council's Service Delivery Appetite Statements • Noted Council's current Asset-Based Risk Assessments	
10.	Director	Forward Business Update – March 2026	
		• Agreed that the Draft Mackay Regional Council Water Policy will be presented to the next meeting of the Regional Infrastructure Strategic Advisory Committee on 23 March 2026	Action: Agreed that the Draft Mackay Regional Council Water Policy will be presented to the next meeting

			<i>of the Regional Infrastructure Strategic Advisory Committee on 23 March 2026</i>
11.	Director	General Business	
		Not discussed	
12.	Standing	Next Meeting	
		Monday, 23 March 2026 – 9am	

Meeting closed: 11.30am

Minutes recorded by: Robyn Smith

10.7. MACKAY LOCAL DISASTER MANAGEMENT GROUP (LDMG) - DRAFT MINUTES - 9 MARCH 2026

Author Executive Assistant (Rykhia Woolley)
Responsible Officer Director Infrastructure and Operations (Simon Taylor)
File Reference LDMG

Attachments

1. 09.03.2026 - LDMG Meeting - MINUTES [10.7.1 - 3 pages]

Purpose

To present to Council the Mackay Local Disaster Management Group Draft Minutes of the meeting held on 8 September 2025 for information purposes.

Related Parties

N/A

Corporate Plan Linkage

Community and Environment

Safe, Healthy and Engaged Region - Our Region is a safe and resilient community, with services that support high standards of public health, and extends friendship and support to each other through both good and challenging times.

Officer's Recommendation

THAT the Minutes of the Mackay Local Disaster Management Group Meeting of 8 September 2025 be received.

Council Resolution ORD-2026-8

THAT the Minutes of the Mackay Local Disaster Management Group Meeting of 8 September 2025 be received.

Moved Cr Williamson

Seconded Cr Baker

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil



MACKAY LOCAL DISASTER MANAGEMENT GROUP MEETING

09 March 2026, 1.00pm

Location: Council Chambers and via Microsoft Teams Online

MINUTES

ATTENDEES	
AGENCY	NAMES
Mackay Regional Council	Mayor Greg Williamson Cr Karen May Kristie Brown David McKendry Davina Harrison Jemma Carey Karyn Donnelly Christian Robertson Chris Molyneaux Mark Sleeman Maurie Fatnowna Sarah McLeod Simon Taylor Alexander McPhee Brenton Niemz Chris Kelly
Capricornia Pumped Hydro	Georgia Southern John Carr
CQ Rescue	Lisa Martin
Dalrymple Bay Coal Terminal (DBCT)	Sam Franettovich
Department of Education	Deborah Green
Department of Local Government, Water & Volunteers	Carmen Jensen
Department of State Development	Yolande Smith Jenna Fairbairn
Department of Transport and Main Roads	Christopher Moles
Ergon Energy	Jade Hammer
Mackay Airport	Carla Duck Phillip Clark
Mackay Hospital and Health Service	Janet Geisler
Marine Safety Queensland	Matthew Cummings
North Queensland Bulk Ports	Anthony Lee
North Queensland Primary Health Network	Mia Sammut-Landt
Queensland Ambulance Service	Alastair Craig
Queensland Fire Department	Scott Campbell (attending)
Queensland Police Service	Jeremy Novosel

	Josh McAnulty Anthony Cowan
Queensland Reconstruction Authority	Jordan Locke
Salvation Army	David Dobbie
Red Cross	Carolyn Sehl
Reef Catchments	Alisha Stewart Katrina Dent
State Emergency Services	Jan Lindbergs
Sunwater	Jason Smith
Surf Life Saving Queensland	Jason Wells

APOLOGIES	
AGENCY	NAMES
SES	Michael Young
Queensland Fire Department	Russell Collier (represented by Scott Campbell)

Item No.	Topic	Presenter
1	Meeting Opening The Chair opened the meeting at 1:00pm and acknowledged the Traditional Custodians of the land, the Yuwi people.	Chair
2	Apologies Apologies were noted as recorded above.	Chair
3	Minutes of Previous Meeting Minutes of the meeting held on 08 December 2025 were confirmed. Moved: Cr Karen May Seconded: Alexander McPhee.	Chair
4	Business Outstanding No outstanding items.	Chair
5	Correspondence Incoming and outgoing correspondence relevant to disaster management activities was noted.	Chair

AGENDA ITEMS:		
6	Capricornia Pumped Hydro Project – Capricornia Pumped Hydro The project team provided an update on the proposed pumped hydro energy development near Broken River. Main points: • A six year construction phase is anticipated. • Workforce accommodation will be located onsite to avoid pressure on local housing. • Environmental Impact Statement (EIS) public consultation is expected later in 2026. • Road upgrades and access routes are being assessed to support construction and improve emergency accessibility. • The project team is working with emergency services, health providers and councils to ensure local considerations are incorporated.	Georgia Southern Communications and Stakeholder Engagement Manager
7	Facility Suitability Audit – Disaster Management Resilience Consultancy The LDMG noted an update regarding the Facility Suitability Audit being undertaken by	Cameron Barwick Director

	Disaster Management Resilience Consultancy. The audit is assessing key regional facilities and their suitability for use in various emergency and disaster scenarios. A summary of the audit's findings and recommendations will be provided to the LDMG for consideration, with further updates to be presented at a future meeting.	
8	TC Koji – Lessons Learnt A high level review was provided of the region's experience during Tropical Cyclone Koji. Main points: • The Pioneer Valley experienced significant rainfall and temporary water supply impacts. • Some local roads were affected during peak rainfall. • Recovery activities included community information hubs in impacted areas. • Agencies acknowledged the strong cooperation and community resilience shown during and after the event.	Simon Taylor Local Disaster Coordinator Brenton Niemz Local Disaster Recovery Coordinator
9	AusAlert National Alerting System Queensland Police Service updated the group on the Federal Government's rollout of AusAlert, a new nationwide emergency alert system. Main points: • Local testing in Queensland will occur during 2026. • A national test is planned later in 2026, sending a test emergency message to compatible mobile phones. • The system enhances the speed and reach of public emergency messages.	Josh McAnulty QPS Emergency Management Coordinator
10	Agency Status Reports Agencies provided updates on preparedness and resilience activities. Highlights: • Emergency services continue seasonal training and readiness activities. • Health services are updating internal disaster plans. • Airport and port operators are planning multi-agency emergency exercises. • Work continues on modernising local flood warning and monitoring systems.	Queensland Police Service Queensland Fire and Emergency Services State Emergency Service Maritime Safety Queensland Mackay Airport Mackay Regional Council North Queensland Bulk Ports Ergon Energy NQPHN Queensland Health
11	General Business The group discussed general preparedness, including monitoring fuel supply chains and broader community readiness initiatives.	Chair
12	Next Meeting The next LDMG Meeting to be scheduled for Monday, 08 June 2026.	Chair
13	Meeting Close The Chair thanked all attendees for their participation. Meeting Closed at 2:16pm.	Chair

11. CORRESPONDENCE AND OFFICER'S REPORTS

11.1. OFFICE OF THE MAYOR AND CEO

11.1.1. MAYOR'S MONTHLY REVIEW REPORT

Author	Mayor (Greg Williamson)
Responsible Officer	Mayor (Greg Williamson)
File Reference	DMRR

Attachments

1. Mayoral Monthly Report - February- March 2026 [**11.1.1.1** - 5 pages]

Purpose

To provide Council with the Mayor's Monthly Review Report for the month of February/March 2026.

Related Parties

Nil

Officer's Recommendation

THAT the Mayor's Monthly Review Report for February/March 2026 be received.

Council Resolution ORD-2026-9

THAT the Mayor's Monthly Review Report for February/March 2026 be received.

Moved Cr Williamson

Seconded Cr Jones

CARRIED UNANIMOUSLY 10/0

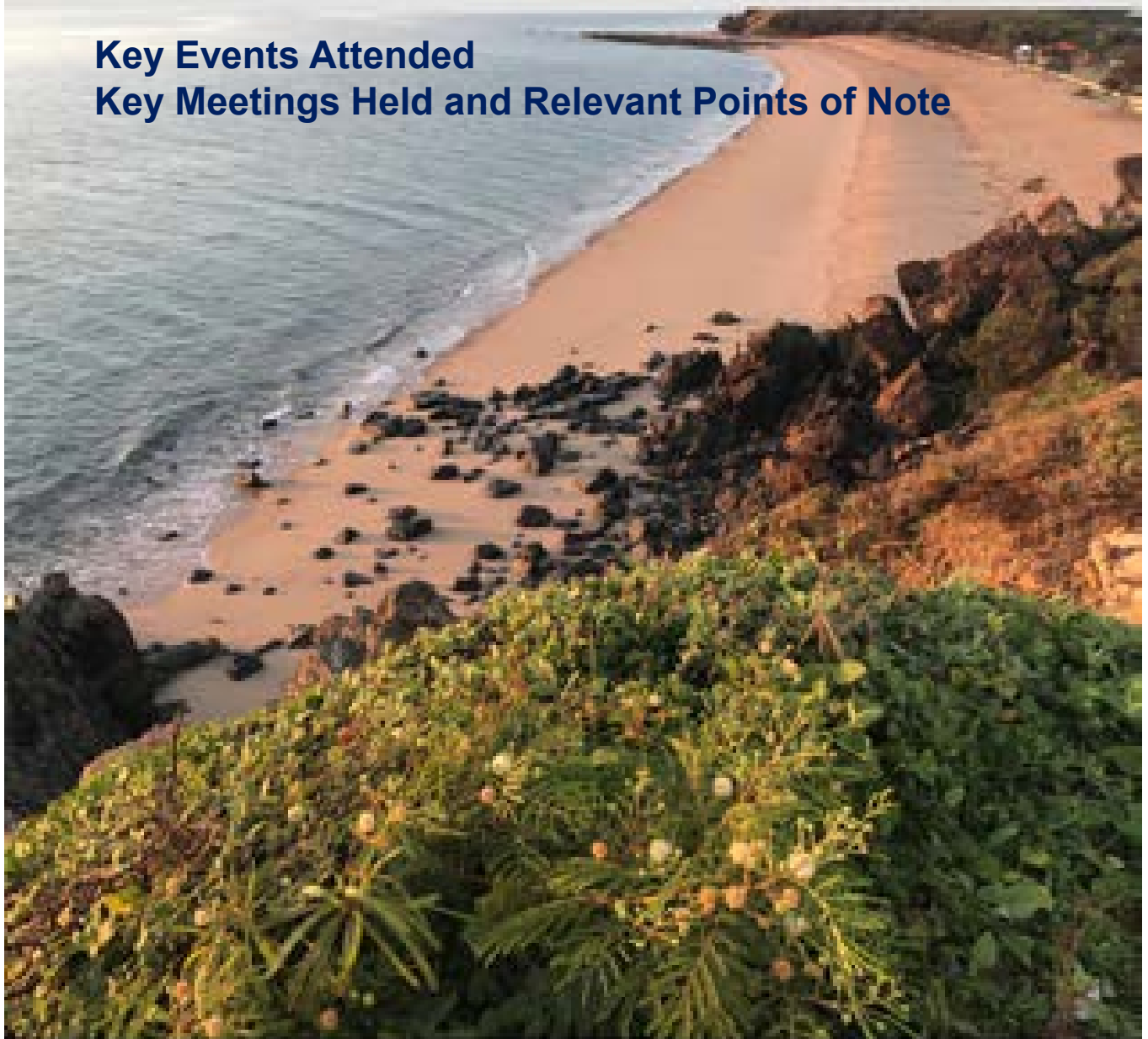
For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

MAYORAL MONTHLY REVIEW REPORT

FEBRUARY/MARCH 2026

**Key Events Attended
Key Meetings Held and Relevant Points of Note**



Mayor Greg Williamson



KEY EVENTS ATTENDED

- Presented badges at Mirani State High School Senior Investiture
- Presented badges at Victoria Park State School Student Leadership Ceremony
- Attended Seaforth Masterplan Amendment Community Consultation Session
- Attended Australian Water Association 2026 Qld Industry Breakfast –Mackay Hub
- Presented badges at Sarina State High School Student Investiture Ceremony
- Speaker at Official Opening of RCOE Flexi-Lab
- Presented badges at Mackay District Special School Leadership Induction
- Attended Soroptimist Mackay 50 Years in the Community Celebration
- Presented certificates at Swayneville State School Student Leadership Investiture Parade
- Speaker at Mackay Eisteddfod Association AGM
- Speaker at Lunch for JCU Mackay Medical Students
- Attended BMA CQ Rescue Helicore Event
- Attended MADEC Hub Open Day
- Attended Neighbour Day Cuppa with your Neighbour at Zarby's Café, Mt Ossa
- Speaker at Media Launch for BMA Mackay Marina Run
- Speaker at RIN International Women's Day Lunch
- Speaker and start the Mackay Airport Twilight City Run
- Chaired judging panel at Lions Youth of the Year Zone Competition
- Speaker at Zonta's International Women's Day High Tea
- Launched Mayor's Charity Ball at sponsor's function
- Attended the unveiling of 7yr old Ivy Wong's glass sculpture as winner of the Art Space competition associated with Tom Moore's glass exhibition.
- Helped open the first Advanced Care medical centre in Mackay with Senator Nita Green and Assistant Health Minister Emma Mc Bride
- Attended tour of Hastings Park
- Presenter at Qld Trade and Investment Delegation in Townsville
- Attended Qld Futures Institute breakfast on: The Future Queensland Workforce – Productivity, Skills and Migration in Brisbane
- Speaker at Qld China Investment Roundtable in Brisbane
- Guest Speaker at UDIA Qld Mackay Whitsunday Branch Event
- Attended Kucom Theatre's Production – The Ties that Bind
- Conducted Harmony Day Citizenship Ceremony



KEY MEETINGS

Peak Care - Gayle Walters, Executive Director, Strategy and Communications

A productive meeting to discuss shared priorities for young people and families across the Mackay Region; place-based collaboration and the need to strengthen prevention and early intervention across Qld. Commitment to work together to improve outcomes for families in Mackay.

Mackay Netball - Shelley Walsh (Chair), Jenny Moohin (Secretary) and Kristy Frost (Ruby North Chair)

Explanation of the Ruby North series for this year. Mackay are the defending champions, and the season will kick off here on the weekend of 15-17 May. There are over 1800 registered netball players in the Mackay region but as a sport it struggles for sponsorship. Council supports the state-based Ruby North team but the end result of the lack of netball corporate sponsorship is that players who reach the state competition level are now having to pay \$2,500 each to play in the tournament.

Nigel Dalton MP

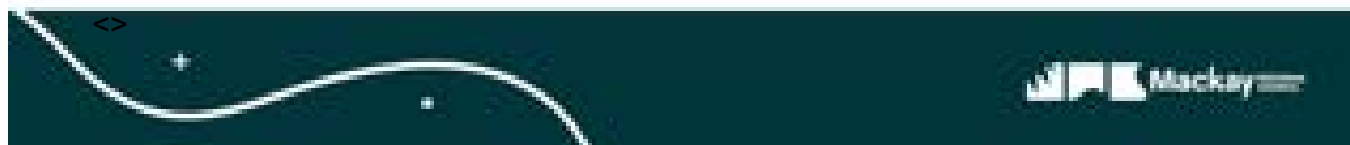
A meeting to explain Council's position on our move to establish a Temporary Local Planning Instrument for the Illawong Lakes Resort.

The Honourable Cameron Dick MP

The Deputy Leader of the State Opposition wanted to be briefed on our Region's economic condition, the housing issues and other issues that we wanted to raise. We talked at length about the impasse between the Government and BMA over the Royalties issue and the effect it was starting to have on our resource sector SME's.

Queensland Renewable Energy Council (QREC) – Hannah Gardiner (Assistant Director – Renewables Policy) and Katie-Anne Mulder (CEO)

Opportunities associated with renewable energy projects in the Region. General update on renewables and what the QREC can do in terms of community education. Community education particularly for battery storage systems is critical. Manufacturers in renewables need to play a greater role to ensure the community understands what battery storage systems can do and show their safe operation. We also outlined Mackay Sugar's inability to make money from their Co-gen plant which produces green electricity for our district and yet Mackay Sugar is making a loss providing the service.



KEY MEETINGS

Mackay Hospital and Health Service – Sean Birgan (CEO) and Janet Geisler

Sean has now been confirmed as the CEO of MHHS and was keen to present his plan to address some of the challenges that have plagued Mackay Base Hospital over the last few years. We discussed local issues of car parking and the emergency helicopter landing facility. The CEO and I were extremely impressed by the frank discussion and by the leadership now obvious at MHHS. We also discussed MHHS's need to set up Satellite Services in the Northern Beaches.

TMR – David Grosse (Regional Director) and Gavin Hill (Acting District Director)

An introduction of Gavin Hill who is the Acting Director for Mackay while Pat Aprile is on Long Service leave. Also, a good discussion on local road issues – the Port Access road; Mackay Bucasia Road; the Bruce and Peak Downs highways. We also set up a protocol for communication in times of disaster management that involves TMR

Australian Reinsurance Pool Corporation – Dr Christopher Walker (CEO), Cameron Hick (Head of Technical Underwriting) and Alexander Drake (Head of Public Affairs)

This was a fact finding and general update meeting for the ARPC. We were able to talk at length around insurance costs in North Queensland, the alarming number of domestic homes now with no insurance cover, and the cost of strata-title insurance in our region. They also updated us on the current strength of the cyclone insurance pool.

The cyclone pool is a reinsurance arrangement between insurers and ARPC backed by a \$10B Government guarantee. The cyclone pool covers household, strata, and small business property insurance policies. ARPC commenced operations of the cyclone pool from 1 July 2022. More information can be found at: [The Cyclone Pool - ARPC](#)

The Honourable Steven Miles MP, Leader of the Opposition

The Leader of the Opposition was in Mackay for a series of meetings, and this session was to update him on our economy and regional issues.

Glen Kelly MP, Member for Mirani

This was a member's briefing on a range of subjects pertinent to the electorate of Mirani including, the TLPI for Illawong Lakes; funding for Finch Hatton Mountain Bike Stage 2 and bio-manufacturing opportunities

KEY MEETINGS

TIQ and C&D

Meeting arranged by Trade and Investment Queensland to introduce us to:

Mr Leo Lai, General Manager, Xiamen C&D – Online from China

Ms Ivy Yao, Founder, ACAC – Online from China

Mr Andrew McLean, Co-Founder, ACAC

Fiona Good, Senior Trade and Investment Officer, Queensland Operations, TIQ

TIQ were keen to introduce the Mackay Region to C&D because of the interest C&D have shown in Queensland investment.

Founded in 1980, Xiamen C&D Corporation Limited is a state-owned enterprise affiliated with the City of Xiamen. At present, its main lines of business include supply chain operations, urban construction and operations, tourism, medical and health care, and investment in emerging industries.

Three weeks after this online introduction Mr. Lai and Ms Yao travelled to Mackay to meet us in person. The CEO and I also caught up with them again in Brisbane for the TIQ China Investment roundtable involving 15 Chinese investment companies looking to invest in Queensland.

TIQ World Trade Commissioners

The three Mayors (Mackay Isaac and Whitsunday) were in Townsville to promote the strength of our region to the Trade and Investment Queensland Commissioners from around the world.

We were individually and collectively able to promote our regions to the Commissioners from South America, USA, UK and Europe, Japan, and the South Pacific. The Commissioners presented on their ability to promote Queensland in their respective areas.

We are working with TIQ now to follow through on potential opportunities.

11.1.2. CHIEF EXECUTIVE OFFICER'S MONTHLY REVIEW REPORT - FEBRUARY 2026

Author	Chief Executive Officer (Gerard Carlyon)
Responsible Officer	Chief Executive Officer (Gerard Carlyon)
File Reference	DMRR
Attachments	1. FINAL - CEO Monthly Review Report - February 2026 [11.1.2.1 - 22 pages]

Purpose

To provide Council with the Chief Executive Officer’s Monthly Review Report for the month of February 2026.

Related Parties

Nil

Officer’s Recommendation

THAT the Chief Executive Officer’s Monthly Review Report for February 2026 be received.

Council Resolution ORD-2026-10

THAT the Chief Executive Officer’s Monthly Review Report for February 2026 be received.

Moved Cr Paton

Seconded Cr MacRae

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

CEO MONTHLY REVIEW REPORT

February 2026



Gerard Carlyon CEO



SUMMARY OF CONTENT

Highlights

Workforce profile

Safety

Utilisation of council facilities

Infrastructure and operations

Council online statistics

Community events

Community engagement

Customer contacts

Regional growth

Significant projects

Economic snapshot

Development activity

HIGHLIGHTS



Matsuura Citizens tour our region

Mackay was delighted to welcome our sister city friends from Matsuura, Japan, for their 2026 citizens tour recently. The three-day visit was filled with cultural exchange, local experiences, and warm community connections that further strengthened the long-standing relationship between our two cities.

The compact yet vibrant itinerary showcased some of the region's clubs, iconic attractions and standout visitor experiences - from Mackay Pickleball, Mackay Tennis Association and the Northern Beaches Community Hub, to the scenic Eimeo Surf Life Saving Club and the adventure-filled Finch Hatton Pump Track with the Finch Hatton MTB Club. Guests also enjoyed the flavours of Nonno's Woodfired Pizzas and One Hungry Mumma, explored Dalrymple Bay Coal Terminal, Artspace Mackay and our council administration precinct, and experienced the warm hospitality of local favourites, including Hay Point Hotel, Ocean International and the Ibis Mackay Airport Hotel.



Mackay Region Housing Strategy

Council adopted a new Housing Strategy in February to improve housing diversity, increase the delivery of public and social housing, and accelerate the rate of new housing supply across the region. The strategy outlines a long-term plan to ensure the housing delivered in the region meets the changing needs of its residents.

[View the Mackay Regional Housing Strategy.](#)

Libraries' Net Promoter Score pleasing

Libraries recorded a **1.5% increase in NPS in February**, lifting the monthly score to **85.6%**. This improvement contributes to a strong **year-to-date NPS of 81.7%**. The February result is based on **706 survey responses**, with shifts across all respondent categories:

Promoters: 88.5% (↑1.4%) **Passives:** 8.5% (↓1.3%) **Detractors:** 3.0% (↓0.1%)

These results reflect sustained community satisfaction and continued positive engagement with library services.



Growing together through strengthening connections

An initiative created to engage residents across the Mackay region at every stage of life, these diverse and innovative programs are made possible through grant funding from the Australian Library and Information Association, in collaboration with the Office of Community Cohesion. They aim to strengthen social cohesion and foster a genuine sense of belonging among the region's diverse communities by creating inclusive opportunities for meaningful participation, connection, and empowerment. More than 90 residents participated in events held across various library branches in February, ranging from Auslan sessions and screen-printing workshops to Moments That Matter: A Workshop for Women Aged 40+ Seeking Meaningful Social Connections plus more.



Attendees shared valuable feedback including: *"Great initiative allowing members of the Deaf community and those learning Auslan to come together for a friendly chat". "Was really valuable to see the community come together and the kids learning some Auslan in a fun way. Need to happen regularly".*



Sports and Rec Expo kicks goals

The 2026 Sports and Rec Expo was held on Sunday, February 15, at the MECC. The Expo boasted 90 stalls with sports ranging from AFL to roller derby and NFL Flag Football attending with their open activation on council lawns. The expo welcomed more than 4000 attendees with active zone demonstrations available for participants. StarFM was onsite with their live broadcast of the event and their own StarFM Mascot Competition being taken out by Magpies JRL.

Development Bus Tour

Despite less than favourable weather conditions on the day, Councillors took part in a development site bus tour throughout the region. A valuable and informative experience, the bus tour provided councillors with a comprehensive, on-the-ground overview of key current and future development areas across the region, offering important context to support informed decision-making. Participants gained meaningful insights through firsthand observation and discussion with technical staff and the challenging weather did little to dampen engagement, with attendees making the most of the opportunity to better understand the scale, diversity and strategic importance of local development projects.





Stadium hosts successful NRL trial match with sell-out

The MECC successfully delivered the NRL trial match between the North Queensland Cowboys and the Penrith Panthers at BB Print Stadium, achieving a full sell-out. About 6000 patrons attended the event, contributing to a vibrant atmosphere and demonstrating strong community engagement with elite sporting events in the region. The successful delivery of this high-profile match highlights the MECC's capability to support major events and reinforces our role in bringing significant sporting content to Mackay.



MECC auditorium lighting capital project shines

Stage one of the auditorium house lighting capital project has now been successfully completed, with stage two scheduled to begin in May. The installation of new energy-efficient LED fixtures has significantly enhanced the auditorium's versatility. These upgraded lights provide greater control over brightness levels and colour temperature, improving functionality for house lighting and conference mode. The system now supports room theming and can be fully integrated into performance mode.

Keywatcher Implemented

Implementation of the new Carpool Booking (Keywatcher) System, Formbird, commenced across council during February 2026. The new system provides a range of benefits including:

- Centralised key collection points making it easier and faster for staff to access the vehicles they need.
- Improved key security ensuring keys remain secure and are always available when a vehicle is booked
- Increased vehicle availability with a wider range of vehicles accessible across the fleet
- Accurate usage and reporting Insights supporting better planning, accountability and fleet optimisation
- Automatic alerts for overdue key returns improving turnaround times and vehicle readiness.

This is a multi-stage rollout with more pool vehicles being added over coming months and overtime the number of pool vehicles may be reduced as our systems are optimised.





Major events confirmed for 2026

February has been a significant month for major event announcements confirmed for the region. The return of Legends on the Lawn at Harrup Park in May, headlined by Jimmy Barnes and supported by a strong Australian lineup and Mackay's first-ever Test cricket match, with Australia set to take on Bangladesh at the Great Barrier Reef Arena in August 2026. Looking ahead, 2026 is shaping up to be an exciting year for events, with the season kicking off from March and a strong pipeline of large-scale events scheduled to come to the region.

Mackay region drives tourism signage project

Council, together with Mackay Isaac Tourism, is developing a tourism wayfinding and signage strategy to improve how visitors navigate and experience the region. The project commenced in February with a consultant undertaking a signage audit of the region, along with two engagement workshops in Finch Hatton and Sarina, and the release of an on-line community survey. The consultation period was open from Monday February 9 until Friday, February 27, 2026.

Information on the project is on [Connecting Mackay](#). The final signage strategy and implementation plan is expected in May 2026. The Drive Tourism Signage project will guide future signage planning and ensure a consistent, safe and welcoming visitor experience across the Mackay region.

Facilitating Development Policy reviewed

A recent review ensures the policy is focused on activating the Waterfront Priority Development Area, support for tourism developments, community facilities and housing diversity. The policy provides for reductions to the infrastructure charges developers are required to pay council for targeted development identified in the policy. The Infrastructure Charges Resolution which sets the amount of infrastructure charges council levies on different types of development, was also amended. The levied charges were increased to the maximum charge prescribed under the State Government's Planning Regulations, an increase of 6.5 per cent, to ensure council continues to collect charges to help fund growth related infrastructure.



WORKFORCE PROFILE

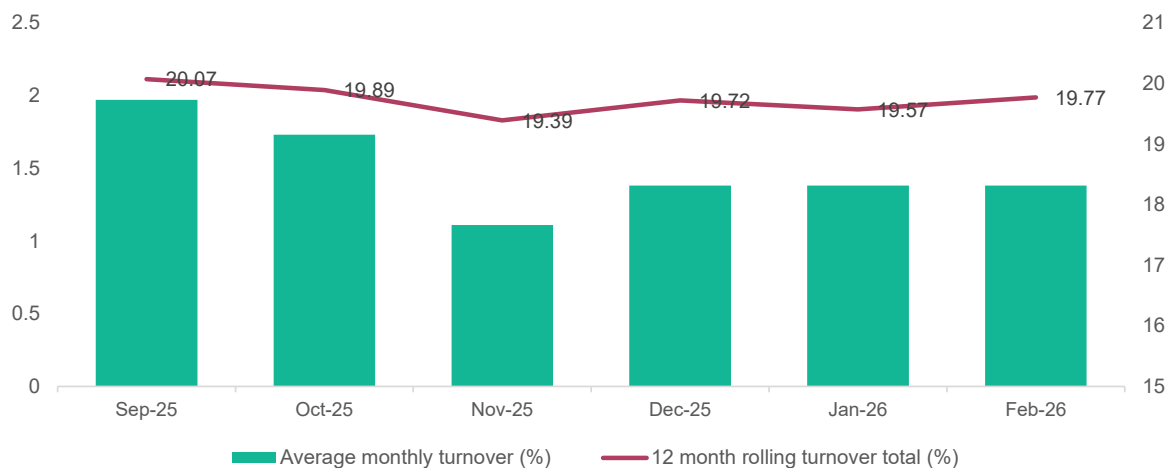
Staff Contingent

The current make-up of council's workforce is below.

	COMS	CORS	IO	OCR	PGS	TOTAL	Prev. month
Casual	95	3	4	1	7	110	111
Contract	4	5	13	4	4	31	32
Permanent Full Time	104	114	512	38	58	829	830
Permanent Part Time	35	32	14	8	14	103	104
Permanent Job Share	4	0	2	0	0	6	6
Temporary Full Time	17	12	29	3	5	66	58
Temporary Part Time	5	1	3	2	0	11	10
Temporary Job Share	2	0	3	0	0	5	6
TOTAL EMPLOYEES*	267	170	580	56	88	1161	1157

* Total employees excludes elected members

Employee Turnover

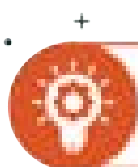
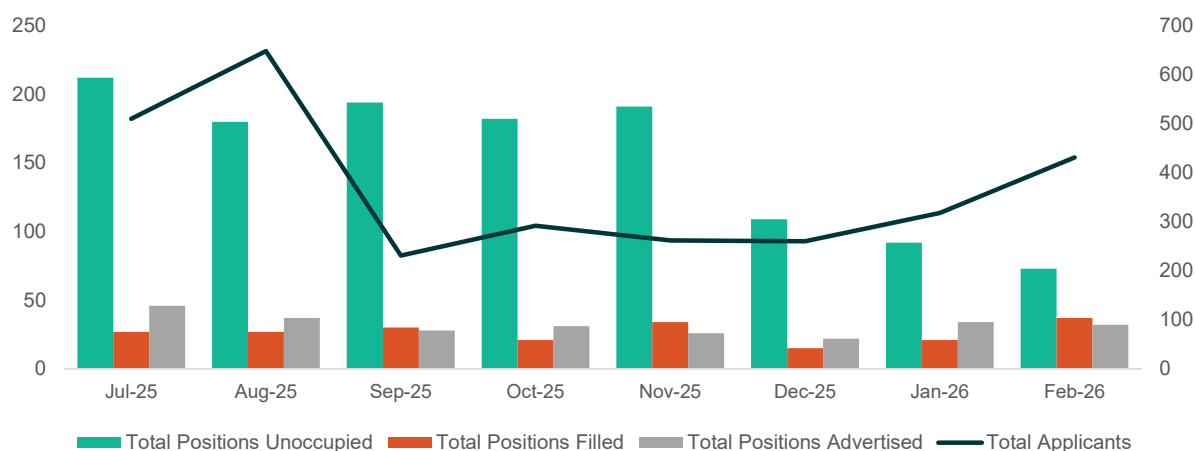


STAFF TURNOVER



The monthly turnover for February was **1.38%** with the 12-month rolling turnover being **19.77%**

Monthly Recruitment



During February 2026, Council maintained an average of approximately 85–95 vacant positions at any given time. Across the month, around 47 positions were filled, reflecting steady recruitment activity with a notable increase in commencements mid-month.

Key Workforce Initiatives

Skills Gap Programs - Accredited Training Programs

- Certificate III and Certificate IV in Civil for existing workers has commenced.

Council Career Pathways - Apprenticeships and Traineeships

- This month we had three completions. Our Survey & Spatial Information Trainee, our Live Production and Staging Trainee and one of our Civil Construction Trainees have all completed their study. Our Live Production and Staging Trainee has remained within council as a casual technician working in her field.

Council Employee Programs - Self-Education Assistance Program

- We have 20 active employees participating in self-education study across a broad range of study areas, including graduate certificate, bachelor's and associate degrees and diplomas.

SAFETY

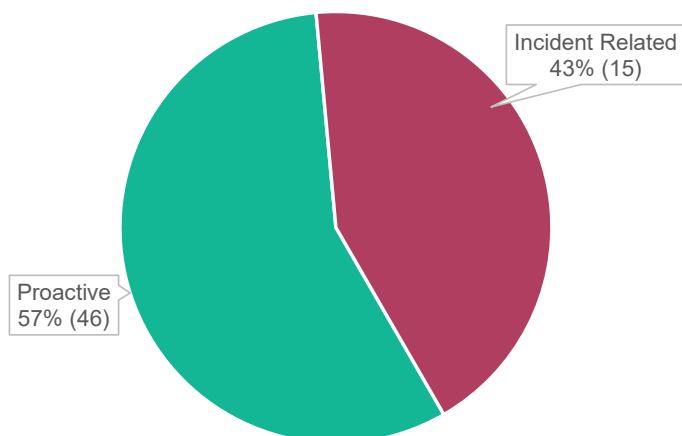
Winner - Safety Competitions

As the Workplace Health and Safety Team embarks on delivering the operational targets outlined in our newly endorsed Safety Strategy for 2026, we would also like to recognize the contributions of work crews to the Summer Heat Blitz initiatives. Heat stress is a serious hazard, and our Heat Blitz initiatives encourage crews to be sun safe and understand the risks around heat related illnesses.

Our winners are:

- Sun Safe Selfie – Shane Lawson and Thomas Johnston (Individuals) and Parks Maintenance City Team (Teams)
- 90 Days of Summer - Sydney Doyle and the Civil Operations Team

Corrective Actions – February 2026



In the month of February, a total of 51 corrective actions were raised.

Of these, 29 actions were proactively undertaken through measures such as site inspections, safety interactions, hazard reporting, and emergency exercises.

The remaining 22 were initiated following investigations related to safety incidents.

There were a total of 27 corrective actions closed for the month of January. This figure includes historical actions from previous months.



Safety interactions play a key role in helping enhance our safety culture. In February, 85 **safety interactions** were completed by leaders.



In February, 126 **individuals completed inductions** – 99 contractors, 22 staff, one volunteer and 4 work experience students.

+ 0

UTILISATION OF COUNCIL FACILITIES FEBRUARY 2026

Aquatic Facilities – February 2026

Facility	Previous FY	Current FY	
MARC	15,008	11,715	▼
Pioneer	2,926	4,428	▲
Mirani	3,300	891	▼
Sarina	4,010	1,461	▼
Memorial	4,108	4,223	▲

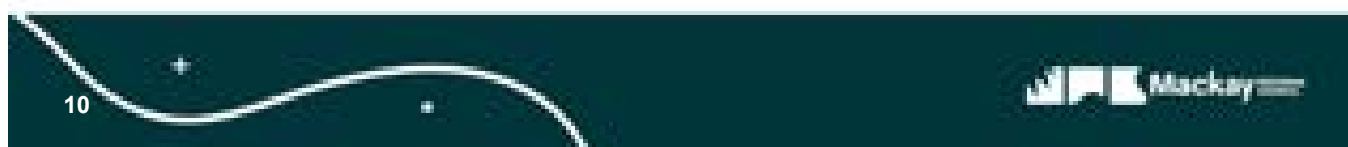
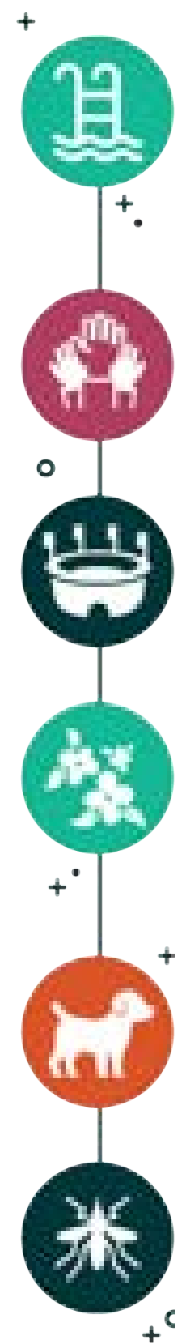
Public Programs and Facilities

Program / facility	Previous FY	Current FY	
Library loans	62,304	58,182	▼
Artspace - YTD	11,428	21,018	▲
MECC - YTD	67,098	68,616	▲
Stadium - YTD	14,252	22,063	▲
Program participants	3829	4019	▲
Sarina Sugar Shed	391	296	▼
Park bookings	26	27	▲
Botanic Gardens	8	12	▲

Health and Regulatory Services registrations and statistics

Service	Previous FY	Current FY	
Dogs	13,700	13,105	▼
Cats	2,659	2,414	▼
Routine inspections on-time delivery	68%	78%	▲
Illegal dumping	5.48 KL	4.49 KL	▼
Mosquito breeding areas treated - YTD	3129.58 Ha	2416.61 Ha	▼

Large high tides and above average rainfall saw an increase in mosquito activity .



COUNCIL ONLINE STATISTICS

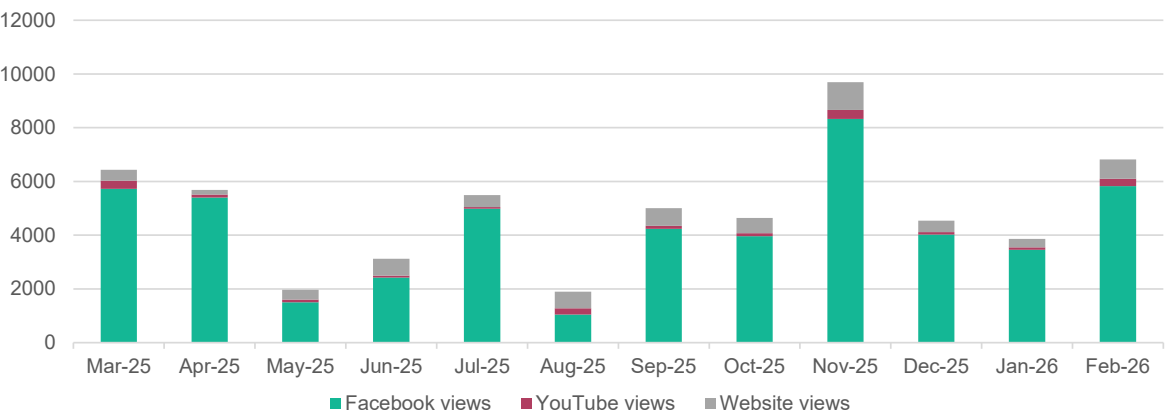
Council’s digital and social media channels experienced a forecast decline in views in February following an exceptionally high engagement in January. The spike in January was driven by major community interest in the Australia Day awards and community events, Tropical Cyclone Koji alerts and updates and the opening of the Disc Golf Course. Despite the month-on-month drop, our broader performance remains strong with views over the last six-month period increasing by 46% compared to the previous six months from March to August, 2025. This upward trend demonstrates the continued effectiveness of council’s digital communications in keeping the community informed and engaged.

Top 3 - Facebook Engagement

Total Facebook views for February were 1,666,106, down by 49.9% since January.

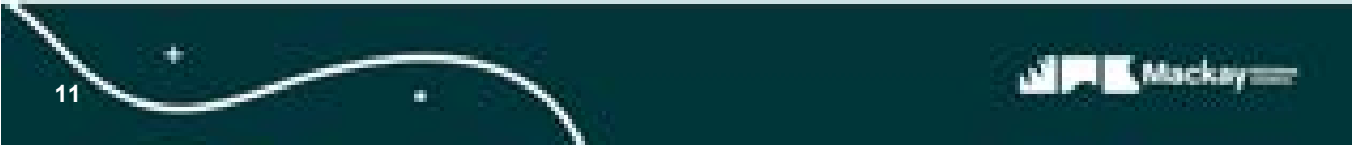
- 1 **Sarina continues to receive heavy rain**
227,228 people reached
- 2 **Minor flood warning - Pioneer River**
105,641 people reached
- 3 **Launch of Disc Golf Course**
77,951 people reached

Council meetings online statistics



Website views: include visits to meeting web page that contains agendas, minutes, livestream and dates of meetings and the media release containing the livestream.

**Facebook – Aug 2025: Livestreaming for one of the two council meetings this month, was unable to be achieved.
^November 2025: Two council meetings*



INFRASTRUCTURE AND OPERATIONS STATISTICS



Drainage maintenance continued through February 2026 with grass cutting and desilting activities progressing across the Network. In preparation for peak wet-season conditions, monthly cuts remained in place for high-profile drains in Paget, South Mackay, East Mackay and Ooralea to mitigate flash-flooding risks. Key performance indicators highlight February 2026 closed at 91% service levels across these suburbs. March 2026 cutting commenced on 2 March 2026. Contractor support continued to supplement Council crews to sustain full Network coverage. Parks grass cutting achieved 93 per cent completion in February 2026. Council procured two new 5910 mowers, pictured below. These machines have a cutting width at over 5.5 metres, allowing operators to cover more ground in our open spaces and parks.

COMMUNITY EVENTS

Recent and upcoming events

Date	Event	Location
25/01/26	Australia Day Gala Awards	MECC
26/01/26	Australia Day Citizenship Ceremony	MECC
26/01/26	MRC Grant funded – Community Australia Day Events <u>Mackay Regional Council - Australia Day community events</u>	Various
29/01/26	Matsuura Sister Cities Citizens Visit to Mackay	Various
03/03/26	Let's Chat	Eungella Chalet and Finch Hatton
04/02/26	Creative Horizons youth program	JCC foyer exhibition space
10/02/26	Sarina Field of Dreams Precinct Activation Plan Drop-In Session	Sarina Field of Dreams
13/02/26	2026 Water Polo Queensland Senior Country Championships	Mackay Aquatic and Recreation Complex
13/02/26	2026 Water Polo Queensland Senior Country Championships	Mackay Aquatic and Recreation Complex
13/02/26	NRL Pre-Season Challenge - Cowboys vs Panthers	BB Print Stadium
14/02/26	Glitter and Glam Valentine's Cocktail Party	Bottletops and Brushes
15/02/26	Mackay Sport and Rec Expo	MECC
16/02/26	Seaforth Master Plan Amendment - Community Consultation Session	Seaforth Community Hall
FEB TBA	RADF showcase/networking event	JCC Foyer

COMMUNITY ENGAGEMENT

Updated Seaforth Esplanade Master Plan (Consult)

Council consulted with key Seaforth stakeholders and the wider community on the updated Seaforth Esplanade Master Plan in February. Seaforth residents were informed about the consultation via a notification letter, posters in local businesses and a corflute in Seaforth. The wider community were informed via a media update, social media posts and a dedicated Connecting Mackay web page. More than 30 people attended the consultation sessions, and the survey closes on March 1.

Let's Chat Eungella and Finch Hatton (Consult)

Let's chat – council connect was held in Eungella and Finch Hatton in February. Both events were well attended, and residents had the opportunity to talk with councillors on local topics and raise specific issues and ideas with senior council officers.

Sarina Field of Dreams Precinct Activation Plan (Consult)

A drop-in information session was held at Bob Wood Cultural Hall, Sarina, on February 10. The session also included community group stalls. The session was promoted via media update, social media, posters and flyers. The consultation was open for 11 weeks due to the Christmas holiday period and closed on February 15.

ANZAC Day March (Consult)

The Community Engagement Team sent an Expression of Interest form to schools to complete to participate in the 2026 ANZAC Day march. More than 7,000 students are registered to participate in this year's march including more than 200 kindergarten students.

Mackay region wayfinding and tourism signage (Inform, Consult)

Tourism operators, community members and stakeholders were encouraged in February to provide their feedback and help shape how visitors were guided around the region. Consultation was available online through a Connecting Mackay survey and mapping tools, in-person workshops in Sarina and Finch Hatton, and hard-copy surveys. Council and Mackay Isaac Tourism promoted the survey through email and social media. Feedback is currently being reviewed.

River Street pathway upgrade (Inform)

Vassallo Constructions, on behalf of council, is upgrading the footpath along River Street between Wellington and Nelson streets to improve pedestrian safety. Nearby stakeholders were informed via letter on February 17, with work commencing on March 2.

Proposed lease of reserve land – Celeber Drive Park (Inform, Consult)

Council was approached by Whitsunday Anglican School with a proposal to lease a portion of the reserve land adjoining the school at Celeber Drive, Andergrove, for car parking. Local residents were advised of the proposal and consultation via letter, media update and social media. Residents have four weeks to have their say via an online and hard-copy survey.

McIntyre Street footpath works (Consult, Inform)

Council's Field services crew is completing concrete footpath works in McIntyre Street in East Mackay in March. Surrounding residents were notified in February via a letter, social media post and Connecting Mackay web page. Impacted residents were consulted about their driveway works and/or tree removal.

Shoal Point Park Beach access replacement and DDA upgrade (Inform)

The aged timber beach access ramp will be replaced with a new, contemporary all-abilities ramp. The project will also improve pathways through the park and enhance connections to the carpark and nearby public amenities while formalising the disabled car parking. Residents were sent a notification letter about the works, and a Connecting Mackay page was created.

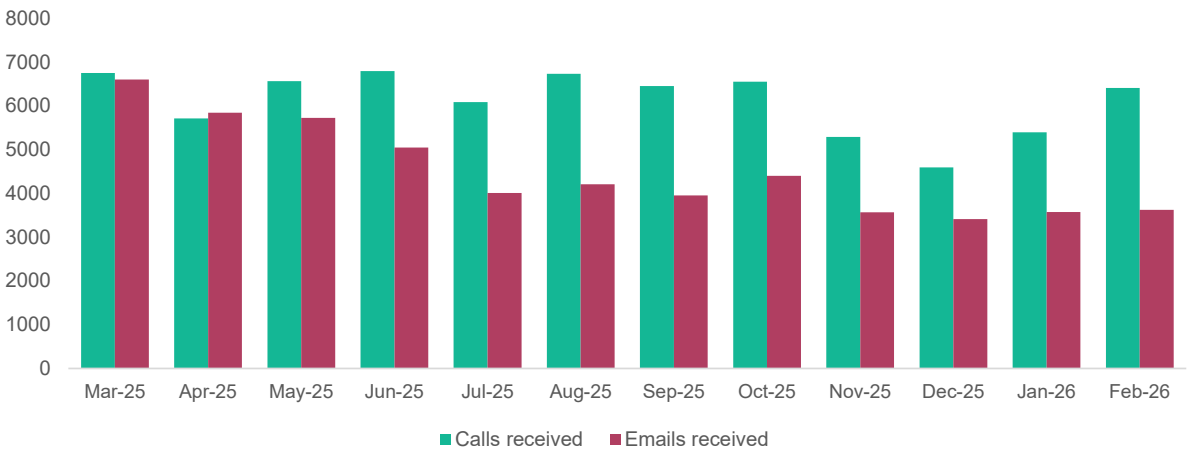
Sports and Recreation Expo (Inform)

Community Engagement promoted council's Connecting Mackay website and all the sports and recreation projects that had been completed in the last 12 months and upcoming projects. The booth was well visited with lots of enquiries on the Northern Beaches Community Hub and council's shared footpath program.



CUSTOMER CONTACTS

Contact Centre Customer Enquiries



KPI	KPI Description	Target			Result February 2026
		Orange (Under KPI)	Pink (Met KPI)	Aqua (Exceed KPI)	
First Contact Resolution (FCR)	The percentage of external customer enquiries that are resolved at the first point of contact.	< 50%	50-60%	> 60%	66%
Abandoned Calls	The percentage of customers that abandon their call before being served.	> 6%	4.5-6%	< 4.5%	5%

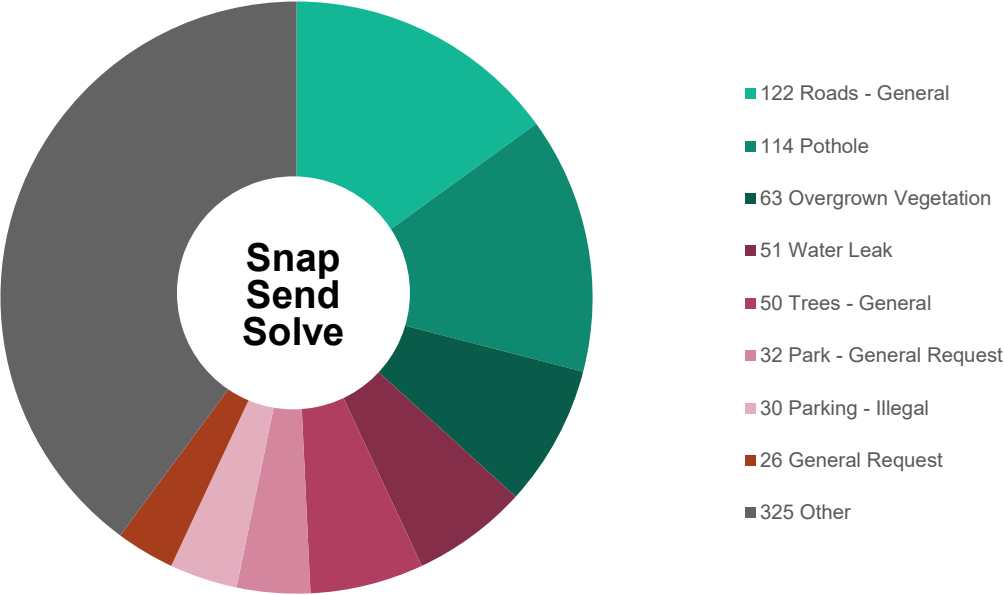
Top Five Customer Requests

Pathway Requests Lodged – February 2026	Volume
Replace General Waste Bin	460
Phone Message Request	386
Tree Maintenance	250
Roads - General	243
Potholes	199

Snap Send Solve

Customers lodged 819 SSS cases for February. The monthly breakdown for reports by category are highlighted below.

Across council, in February 77% of customer requests were responded to on time.

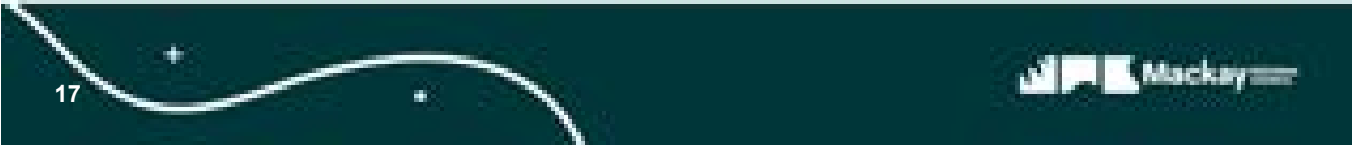


After-agent survey captures feedback

The after-agent survey captures community sentiment on a specific council service or issue. The current topic is Council's Parks and Open Spaces and overall satisfaction with Council. Customers make their selection of 1-5 on the keypad to provide their rating. For the month of February 2641 surveys were offered with 608 completed.

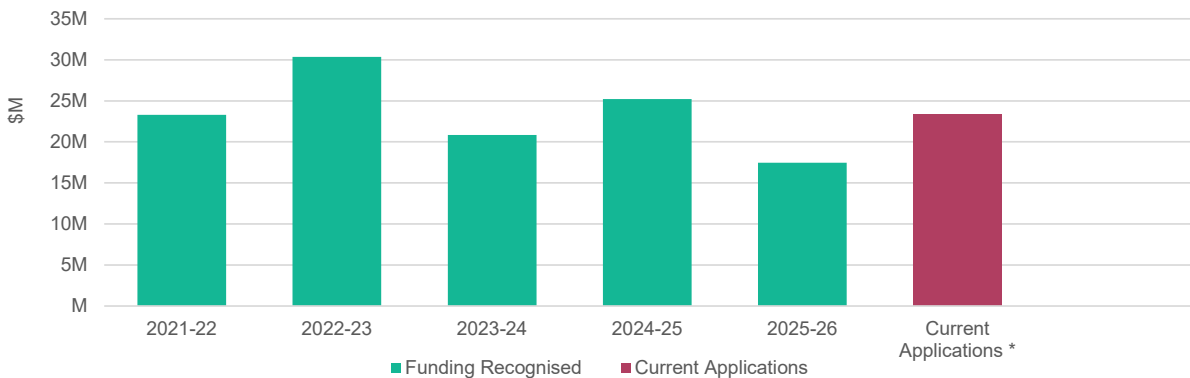
Question	Average rating out of 5	Percentage
Please rate your satisfaction with your call today?	4.75	95%
Please rate your satisfaction with the general appearance of Council Parks and open spaces?	3.92	78%
Please rate your overall satisfaction with council?	4.06	81%

****Rating:** 1 = poor, 2 = below average, 3 = average, 4 = good and 5 = excellent



REGIONAL GROWTH

External Grant Funding Recognised by Financial Year



Grant Applications Submitted by Financial Year



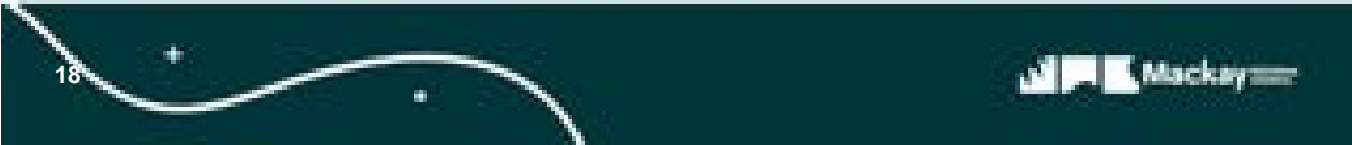
February Movements

Key successful funding submissions announced

- Queensland Reconstruction Authority – REPA – North & Far North Tropical Low Event Jan-Feb 2025:
 - WP01 Calen P1a \$1,293,463.09
 - WP03 Southern P1b \$1,163,571.03
 - WP03 Southern P2 \$1,616,189.96
 - Pioneer River Levee Drainage \$133,699.78
 - Perna’s Road Calen WP01 \$100,166.69
 - Diggins Rd, Southern WP03 \$18,192.89

Key Applications Submitted

- Fighting Illegal Dumping Partnership Program Round 1A \$295,000
- Active Transport Grants Program:
 - Milton Street \$420,039
 - Keely’s Road \$873,213.67
 - Beaconsfield Road (planning) \$50,000



SIGNIFICANT PROJECTS



Ron Camm Levee, Mackay

Budget: \$16,000,000

Project Status: Tenders have closed for this construction project with Tender Award timed for 31 March 2026 with construction expected to commence early April 2026 extending to December 2026.



2025-2026 Concrete Package, Mackay

Budget: \$1,800,000

Project Status: The Package commenced in early January 2026 and is anticipated to be completed by late July 2026 subject to weather conditions. Scope of Work is the construction of new footpaths in five locations.



Sarina Bores Disinfection Upgrade, Sarina

Project Budget: \$475,000

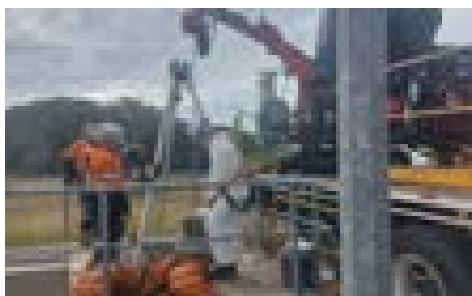
Project Status: Upgrades to the Chlorine Gas Disinfection from Hypochlorite Solution Dosing. The bores have been fitted with new Chlorine Dosing Systems including instrumentation and Automatic SCADA Installation for remote and after-hours monitoring. Practical Completion was granted late January 2026.

+



\$12.4M or 73.12% of council spend in February 2026 was with local suppliers.

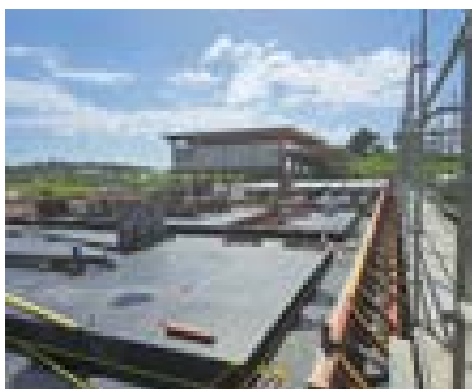
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Sewer Relining Works FY 2025-2026, Mackay

Budget: \$1,230,000

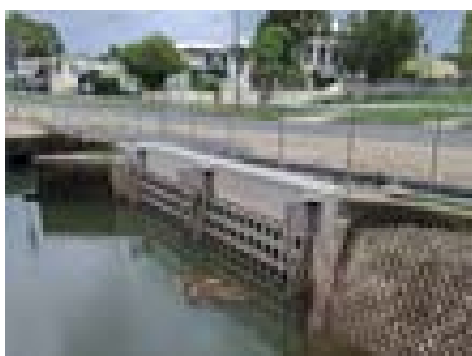
Project Status: On track, expected to be complete in late April 2026. The project consists of relining 70 sewer mains including 28 patch repairs on 7 sewer mains.



Northern Beaches Community Hub

Budget: \$36,400,000

Project Status: Building 1 ground-level works are well advanced with reinforcement 75% complete and half the slab poured. Building 2 undercroft blockwork and external site works continue. Recent inclement weather resulted in delays impacting productivity on planned activities.



Petrie Street East Mackay Culvert Upgrade

Budget: \$1,400,000

Project Status: Practical completion was awarded late January 2026 with the project having a 50/50 funding split with the Queensland Reconstruction Authority (QRA). Project aims at improving the operational performance of the Petrie Street floodgates to support routine maintenance activities.

ECONOMIC SNAPSHOT

Economic Indicators (Quarterly)

Indicator	Dec 24	Mar 25	Jun 25	Sep 25	Dec 25
Employment					
Unemployment rate	2.4%	2.0%	2.1%	2.9%	N/A
Employed persons	67,122	67,656	68,446	70,048	N/A
Real Estate					
Median house sale	\$540,000	\$574,200	\$601,000	\$630,000	N/A
Median house rent 3 bed house (12 month ending)	\$560	\$580	\$600	\$620	\$650
Median rent 2 bed unit (12 month ending)	\$430	\$450	\$450	\$450	\$460
Rental vacancy rate	0.8%	0.8%	0.8%	0.9%	1.1%
Residential Lot Supply					
Lots approved	4	2	55	141	N/A
Lots registered	141	48	70	69	165

Data relates to the Mackay Regional Council Area and updated quarterly as received by council. There is often a 3-6 month lag from the receipt of data for a previous quarter. Lot Registered data has changed since September 2025 due to new QGSO source methodology. The 'employed persons' data is adjusted retrospectively by the source. This may see quarterly figures change but remains a valuable indicator for recognising trends. ^ Queensland Government data (QLD Treasury). N/A = data not yet released. Reminder to update this footnote in CEO report.

E-Statistics

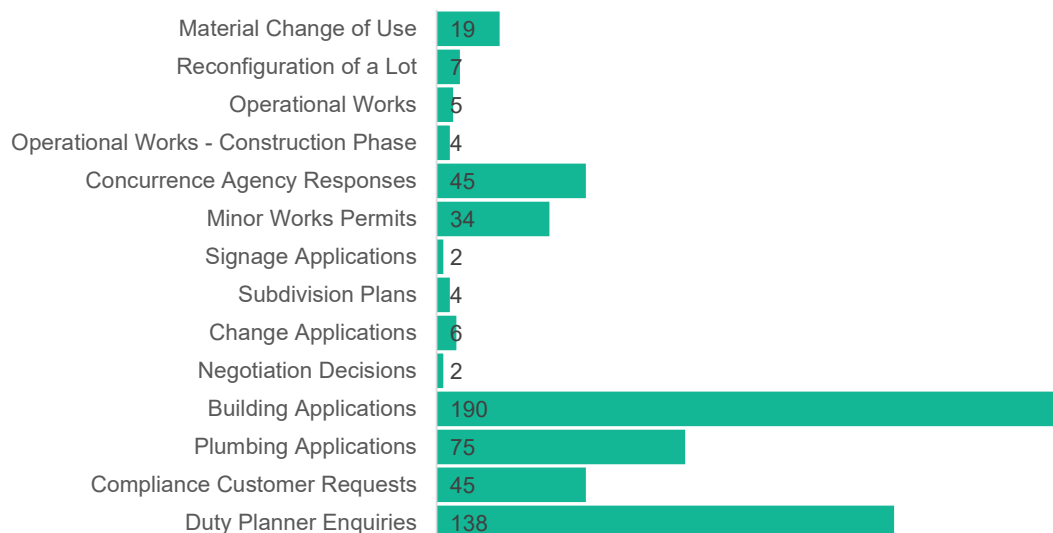
	Sep 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26
Mackay Region Jobs Analytic Report Active Users	1,701	1,709	1,719	1,713	1,717	1,794
SEEK Advertised Jobs*	1,509	1,381	1,310	896	1,351	1,330
Discover Mackay Website Visitation	1,693	1,918	1,839	1,184	1,490	1,979
Invested in Mackay Newsletter Subscribers	576	572	574	574	572	570
Finch Hatton MTB total users reached	-	-	-	44,798	76,097	42,307
Finch Hatton MTB content views	-	-	-	75,235	122,135	64,476
Finch Hatton MTB total followers	-	-	-	9,434	9,608	9,702
Beam e-scooter total trips	11,756	13,352	12,557	12,588	11,969	9,728
Hooked on Mackay total users reached	-	-	-	53,011	31,202	135,687
Hooked on Mackay content views	-	-	-	60,743	40,727	179,270
Hooked on Mackay total followers	-	-	-	12,094	12,138	12,370

Change to reporting of statistics for Finch Hatton MTB and Hooked on Mackay as of Dec 2025. Total users reached, content views and total followers across all platforms (i.e. social media platforms, newsletter and website). *SEEK data is captured on the 1st Tuesday of each month. N/A = data not yet released.



DEVELOPMENT ACTIVITY

Applications received by Planning, Growth and Sustainability in February



Application/Enquiry Type	KPI Target	Ave. Days of Assessment	Status	Comments
Material Change of Use	75% < 20 BD	8	●	67% Six applications were decided in reporting period. Four decided in an average of 1.5 days. One decided on day 28 (within statutory timeframes). One on day 42 due to its complexity and the need for negotiation with the applicant regarding flood overlay matters. Excluding the flood-affected application, the average decision time was 6.8 days, which is an exceptional outcome given current staffing levels.
Reconfiguring a Lot	75% < 20 BD	13	●	0% One application decided on day 32 and the other required multiple extensions to negotiate infrastructure matters with the applicant and their consultants. Whilst not meeting KPIs, both outcomes were within expectations of the applicant.
Operational Works	75% < 20 BD	33	●	0% KPI not met due to vacancies and negotiations with developers for greater development outcomes and designs.
Concurrence Referrals	75% < 10 BD	4	●	89%
Minor Works Permit	75% < 7 BD	6	●	89%
Signs	75% < 7 BD	-	-	-
Survey Plans	75% < 15 BD	8	●	100%
Planning Advice Enquiries	75% < 5 BD	4	●	81%
Compliance Investigation Requests	75% < 20 BD	42	●	55% KPI exceeded due to staff vacancies.

Overall performance reflects solid progress, with most application types meeting or exceeding targets. Operational Works and RAL's remain below benchmark primarily due to external dependencies and staffing gaps. Recruitment and onboarding scheduled for 2026, with an aim to restore full resourcing and enable faster turnaround times.

11.1.3. COUNCILLORS' MONTHLY REVIEW REPORTS

Author	Councillors
Responsible Officer	Executive Officer (David McKendry)
File Reference	Councillors General

Attachments

1. Monthly Report Cr Jones March 2026 [11.1.3.1 - 1 page]

Purpose

To provide Council with the Councillors' Monthly Review Reports for the month of December 2025.

Related Parties

Nil

Officer's Recommendation

THAT the Councillors' Monthly Review Reports for December 2025 be received.

Council Resolution ORD-2026-11

THAT the Councillors' Monthly Review Reports for December 2025 be received.

Moved Cr Johnson

Seconded Cr MacRae

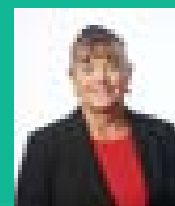
CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

Cr Alison Jones Monthly Report

Key Events Attended



Month of February

- Penned Mackay Whitsunday Life Article completed
- Attended Monthly meeting with Director for Sustainability Strategic Advisory Committee
- Attended Future directions for MRC Museums discussions
- Attended Dinner and AGM with the Breakaway Horse Riders committee
- Weekly Councillor Catchup Sessions
- Attended Council in Community at Eungella
- Attended Let's Chat session at Eungella
- Attended Let's Chat session in Finch Hatton
- Attended CEO –Councillors Catch ups
- Attended Rates review Sessions
- Attended Corporate planning workshop
- Attended Mackay Recovery Group meeting
- Meeting with Nigel Dalton regarding boat ramp parking
- Attended Council Risk Workshop
- Presented awards and officiated at the AGM of PROPA
- Attended a number of Briefings throughout the month, Tourism Signage, TLPI, DA, Policy, Rates Reviews, Service levels, Northern Beaches Hub, LTFF recap, Advocacy and prioritisation of projects.
- Attended Advocacy meeting.
- Attended Sarina Museum Meeting
- Guest speaker at ATSICHS National Apology Day event
- Participated North Harbour Beach SEMP workshop with NQBP
- Attended Safe Sleep Mackay meeting
- Attended AI Workshop
- Attended Communications and Marketing Strategy
- Attended Flexilab Launch
- Attended Slade Point Progress Association AGM
- Invited to attend Soroptimist 50th Birthday event and Threads exhibition

11.2. ORGANISATIONAL CAPABILITY AND RISK

11.2.1. COMMUNITY LEASE TO MACKAY RSL

Author	Land & Property Officer (Jacinta Pollock Bonnett)
Responsible Officer	Acting Director Organisational Capability and Risk (Chris Molyneaux)
File Reference	Current Securities Lease 120 Illawong Drive South Mackay Qld 4740

Attachments

1. Mackay RSL - Illawong Drive - Concept Drawings [11.2.1.1 - 4 pages]
2. Mackay RSL - Illawong Drive - Masterplan [11.2.1.2 - 9 pages]
3. Mackay RSL Sub Branch Lease Letter [11.2.1.3 - 2 pages]

Purpose

To approve a simultaneous surrender of the commercial lease and granting of a new community lease to Returned & Services League of Australia (Queensland Branch) Mackay Sub Branch Inc for a 10-year period over Lot 1 on CP883637, known as Lot 1 Illawong Drive, South Mackay.

Related Parties

- Returned & Services League of Australia (Queensland Branch) Mackay Sub Branch Inc

Corporate Plan Linkage

Live and Visit

Community Participation and Active Lifestyles - Our region is vibrant and culturally rich, home to a wide variety of events, experiences and attractions.

Background/Discussion

On 30 June 2024, Returned & Services League of Australia (Queensland Branch) Mackay Sub Branch Inc (RSL) purchased the Citibeach Volleyball business and subsequently the existing commercial lease was assigned from Brownsey Sport and Entertainment to RSL.

RSL has continued to operate Citibeach Volleyball for competition and private functions, while also opening the facilities to the public for the use of the swimming pool and mini-golf.

The RSL intends to develop the site into a Wellness Centre for veterans and emergency services and have engaged professional services to develop concept plans and provide a project cost estimate.

With over 350 members and families the RSL anticipates the Wellness Centre to deliver much needed services and provide a facility that can be accessed by members, veterans, emergency services and first responders, as well as the wider community.

A copy of the concept drawings for the masterplan plans are attached to this report and show a redevelopment of the site within the constraints of the existing building footprint. This has been planned by the RSL's consulting Architect to ensure there are no triggering of planning overlays that could impact expansion of the footprint.

The proposal includes enhancement of an administration/office area, upgrade of amenities, and creation of consulting rooms. By creating consulting rooms, this enables the RSL to link with key allied health professionals who can attend site as needed as part of the wellness facility offerings.

The surrounding gardens, pool, and volleyball courts are proposed to be retained as integral components of a holistic wellness centre. The volleyball facilities will continue to operate as an ancillary income stream, supporting the financial sustainability of the centre.

Overall, the proposed works are estimated at just under \$4 million (including contingencies). Securing a community lease is critical to enabling the RSL to pursue funding opportunities from government and other external bodies to deliver the project.

According to Section 236 (1) (b) (ii) of the Local Government Regulation 2012, “a local government may dispose of a valuable non-current asset other than by tender or auction if – the valuable non-current asset is disposed of to a community organisation.”

Therefore, Council is not required to tender this before approving a new lease agreement.

Consultation and Communication

- Members of the Returned & Services League of Australia (Queensland Branch) Mackay Sub Branch Inc
- Executive Officer
- Coordinator Land & Cultural Heritage
- Land & Property Officer
- Director Planning, Growth and Sustainability
- Acting Executive Manager Infrastructure Planning
- Executive Manager Facilities & Open Spaces

Resource Implications

The current commercial lease provides Council with rental income of approximately \$30,500 per annum (plus GST). Although the proposed community lease will result in the loss of this commercial income, since the proposed community lease would be issued at a nominal peppercorn rent, the significant community benefit delivered by the Wellness Centre is considered to outweigh the loss of commercial revenue. Adjustment of the reduction in lease income will be reflected in Council's 2026/27 Budget.

All costs incurred in respect to the surrender, preparation, and lodgement of the lease documentation will be borne by the Lessee.

The lease will be a standard community lease, with rental and conditions applied in accordance with Mackay Regional Council's Community Leasing Policy.

Risk Management Implications

The proposed development will deliver a range of wellness services for RSL members and the community. Granting a community lease will enable the organisation to direct additional resources toward delivery of the Wellness Centre.

Conclusion

The approval of a ten (10) year community lease to RSL, with a proposed commencement date of 1 May 2026, is the most advantageous outcome to Mackay Regional Council and the community, enabling the delivery of a unique, inclusive, and sustainable Wellness Centre.

Officer's Recommendation

THAT Council

1. Resolves that an exemption applies under Section 236 (1) (b) (ii) of the Local Government Regulation 2012, “a local government may dispose of a valuable non-current asset other than by tender or auction if – the valuable non-current asset is disposed of to a community organisation”; and
2. Approves the surrender of the existing commercial lease held by Returned & Services League of Australia (Queensland Branch) Mackay Sub Branch Inc over Lot 1 on CP883637, known as 1 Illawong Drive, South Mackay; and
3. Approves a new community lease for Returned & Services League of Australia (Queensland Branch) Mackay Sub Branch Inc over Lot 1 on CP883637, known as Lot 1 Illawong Drive, South Mackay for a period of ten (10) years.

Council Resolution ORD-2026-12

THAT Council

1. Resolves that an exemption applies under Section 236 (1) (b) (ii) of the Local Government Regulation 2012, “a local government may dispose of a valuable non-current asset other than by tender or auction if – the valuable non-current asset is disposed of to a community organisation”; and
2. Approves the surrender of the existing commercial lease held by Returned & Services League of Australia (Queensland Branch) Mackay Sub Branch Inc over Lot 1 on CP883637, known as 1 Illawong Drive, South Mackay; and
3. Approves a new community lease for Returned & Services League of Australia (Queensland Branch) Mackay Sub Branch Inc over Lot 1 on CP883637, known as Lot 1 Illawong Drive, South Mackay for a period of ten (10) years.

Moved Cr Jones

Seconded Cr May

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

MACKAY RSL - ILLAWONG DRIVE

1 Illawong Drive, Mackay, Queensland, 4740

DWG INDEX		
DWG #	DRAWING NAME	REV
SK0.01	PERSPECTIVE 1	01
SK0.02	PERSPECTIVE 2	01
SK1.01	PROPOSED SITE PLAN	03
SK2.02	PROPOSED GROUND FLOOR PLAN	02



MACKAY RSL - ILLAWONG DRIVE
CONCEPT DESIGN

51 WOOD ST, MACKAY Q 4740 | T (07) 4951 1143 | bold@boldmackay.com.au | www.boldmackay.com.au | ABN 18128115926

date: 22/08/2025 revision: 01

project number: 2424
drawing number: SK0.01



MACKAY RSL - ILLAWONG DRIVE
CONCEPT DESIGN

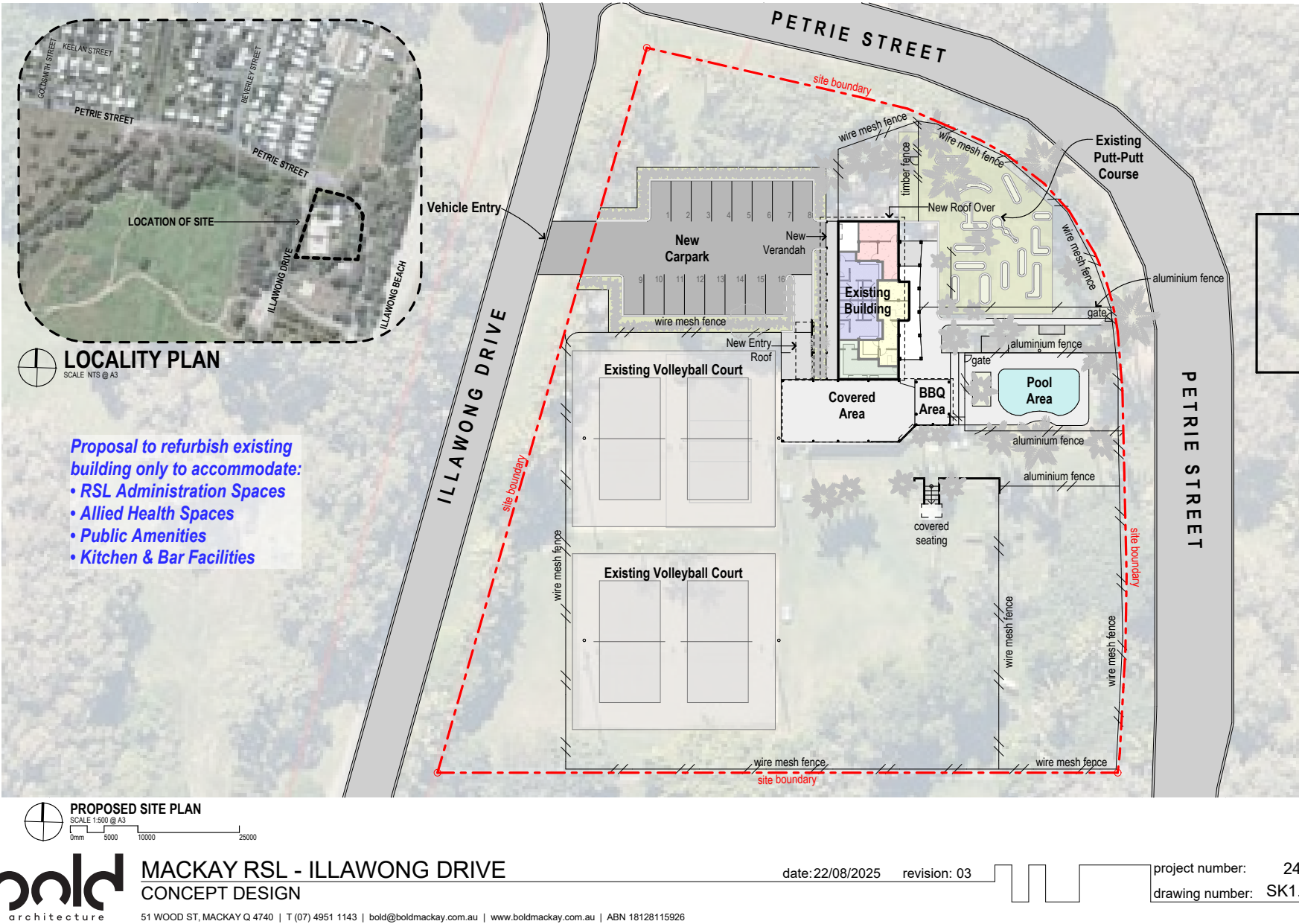
51 WOOD ST, MACKAY Q 4740 | T (07) 4951 1143 | bold@boldmackay.com.au | www.boldmackay.com.au | ABN 18128115926

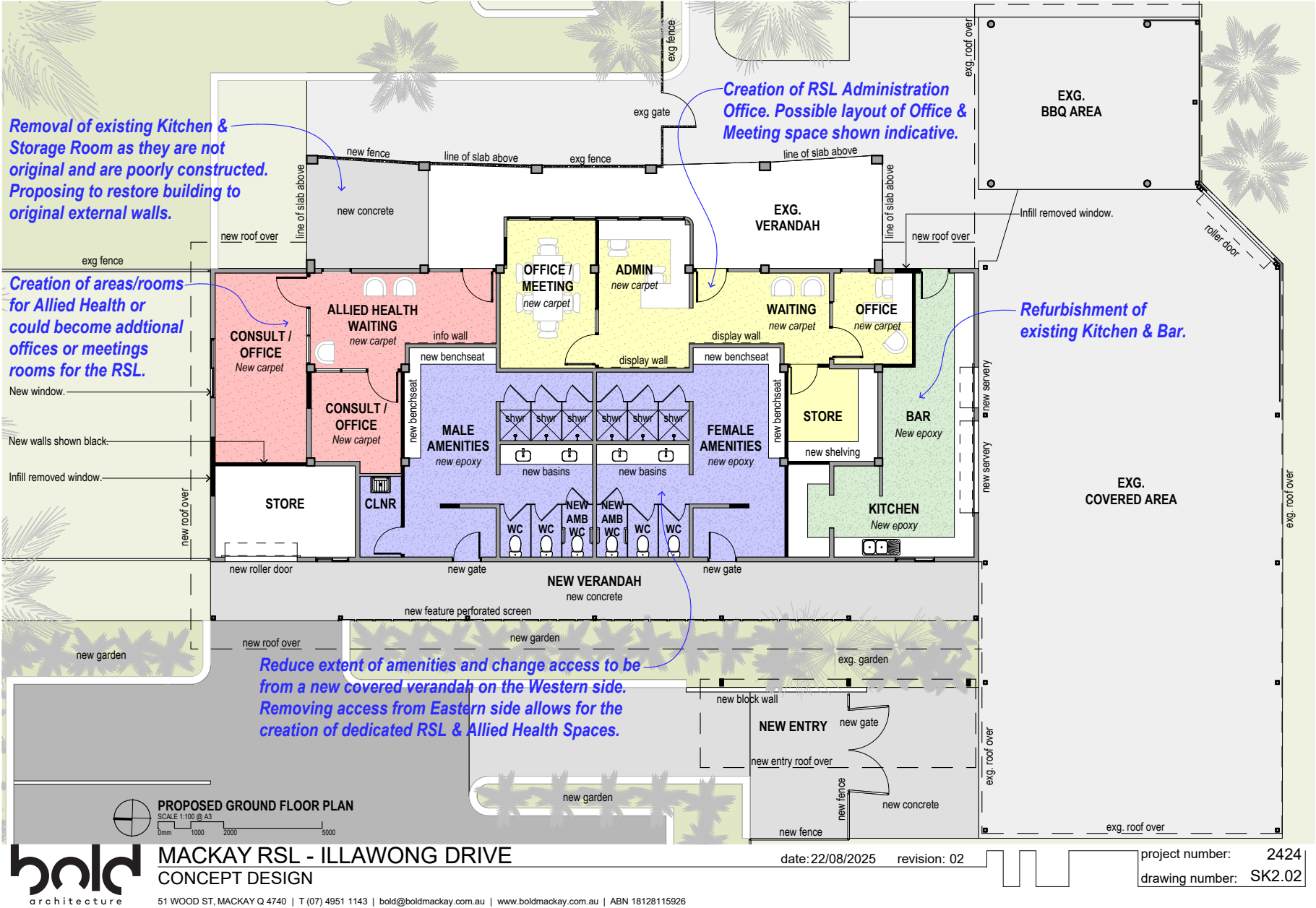
date:22/08/2025 revision: 01

revision: 01

project number: 2424

drawing number: SK0.02





**RSL Mackay Memorial
Services & Community
Centre**

MASTER PLAN



"FOR EVERY VETERAN,
EVERY DAY OF THE YEAR,
RSL QUEENSLAND IS CREATING
CONNECTIONS FOR LIFE."

RSL Queensland

*Bold Architecture would like to thank RSL
Queensland Mackay Branch for their
assistance*



CONTENTS

4	INTRODUCTION AND BACKGROUND
5	EXISTING CONTEXT
6	PROPOSED MASTER PLAN
7	FLOOR PLAN
8	BUILDING SECTIONS AND PERSPECTIVE
9	BUILDING PERSPECTIVE
10	COSTINGS



RSL QUEENSLAND | MACKAY BRANCH
MASTER PLAN REPORT

INTRODUCTION AND BACKGROUND

INTRODUCTION

The Mackay sub branch of the RSL commissioned this Master Plan to provide a strategic plan for the future development of the existing Mackay Regional Council facility at Illawong Beach, to best support the needs of the Mackay Memorial Services and Community Wellness Centre.

The objectives of the Master Plan include:

- Consult with sub branch leadership and understand the current aims and aspirations of the Community
- Review existing facilities to understand the site's current issues and constraints, identifying strengths, weaknesses and opportunities.
- Establish a strategy and program for the delivery of planned new infrastructure or refurbishment of existing.

This document sets out the process undertaken and presents the 'way forward', illustrating proposed works that respond to the identified issues raised.

BACKGROUND

The RSL has had a long presence in the Mackay Region since 1923. From 1955 to 2006, the RSL occupied a purpose built building at 70 Sydney Street, Mackay. The Sub-Branch lost its premises on Sydney Street in 2006 due to financial challenges. After years of recovery and with strong support from the local community, the RSL has secured a lease over the former Citibeach Volleyball site, Illawong Beach in East Mackay.

The site already featured a range of recreational amenities including beach volleyball courts, a pool, minigolf, and a laser tag arena. These existing facilities made it an ideal location for the RSL's vision of a modern, family-friendly centre that serves both veterans and the wider community.

Renamed the Mackay Memorial Services and Community Wellness Centre, the venue will be open to veterans of all ages and RSL members from the broader community. The beachside location and existing sporting infrastructure were key factors in the decision, with a particular focus on creating a welcoming environment for younger veterans from recent conflicts such as East Timor, Afghanistan, and Somalia.

The relocation reflects the RSL's renewed commitment to sustainability, inclusivity, and community engagement. While some parts of the facility have already begun hosting activities, the redevelopment and full reopening will be staged gradually, with a long-term vision to create a vibrant and supportive hub for veterans and their families.



EXISTING CONTEXT



PROPOSED MASTER PLAN

- 1 Refurbishment of Existing Building**
Proposed alterations to existing building to support the operations of the RSL Mackay sub-branch. Advice received from Mackay Regional Council is that the redevelopment and improvement of the site could not include an increase in building footprint, as it would trigger a lengthy and challenging planning approval process.

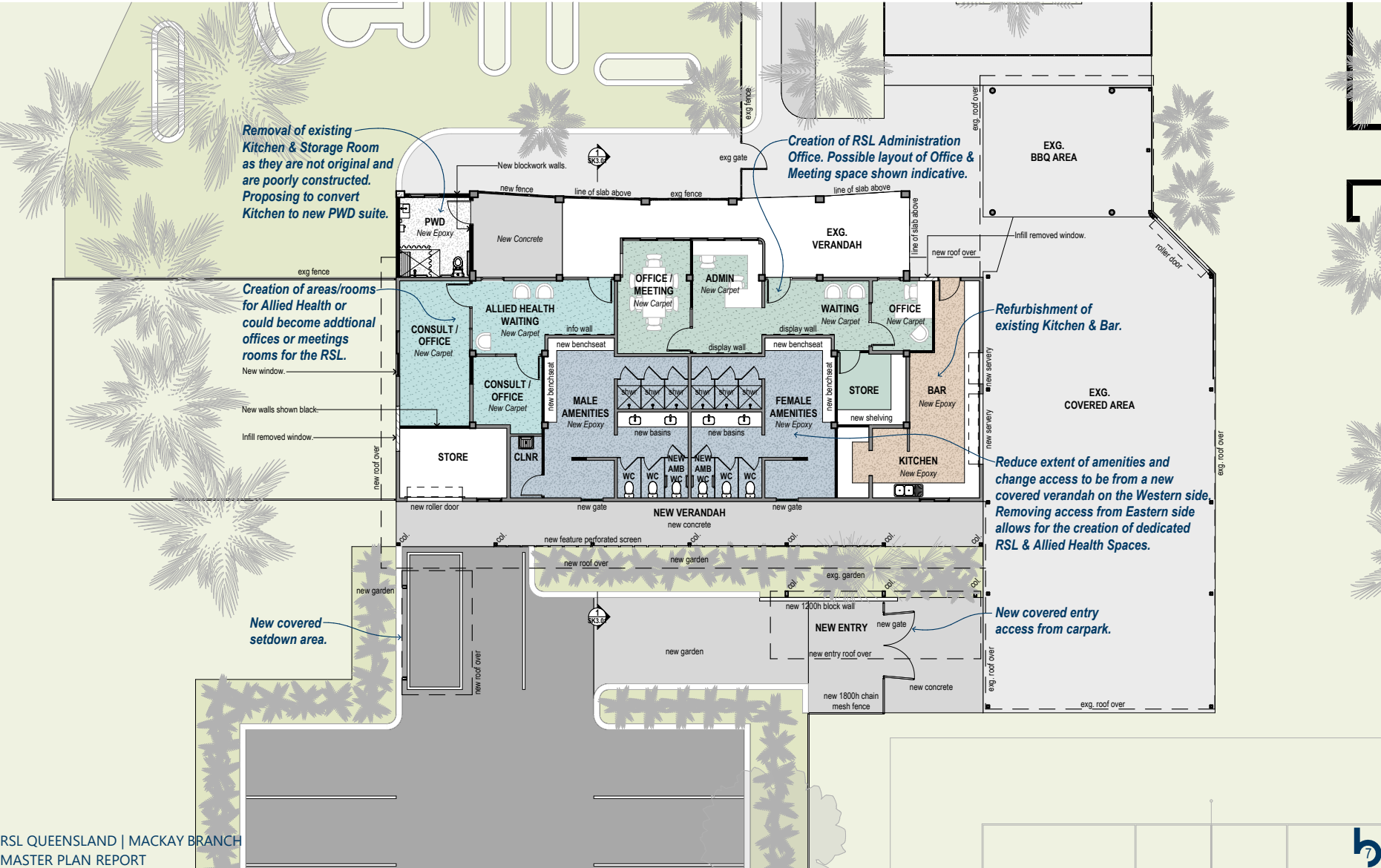
It is proposed to remove the existing roof over and replace with new. The new roof would extend out the western side creating a new covered verandah providing covered access to the amenities.

- 2 Covered Entry Roof**
The existing facility does not have a well defined 'Entry' point, especially when viewed from the approach from Petrie St. It is proposed to install a new covered entry roof and signage wall to identify a point of entry from Illawong Dr.
- 3 Covered Drop Off Area**
This additional roof structure proposed on the western side of the building is to provide all weather access for patrons with disabilities to the refurbished facility. The roof is located at the end of the proposed new carpark and will enable covered access to the new verandah.
- 4 New Formalised Carpark**
The existing carpark for the facility is not well defined nor sealed. The existing gravel area is accessed via Illawong Dr. It is proposed to formalise and control carparking for the facility by constructing a new sealed carpark to replace the existing gravel carpark. A more formal crossover from Illawong Dr would be created helping to reinforce the point of 'Entry' for the facility.
- 5 Refurbished Outdoor Seating Area**
It is proposed to refurbish the existing Covered Outdoor Area to become the main gathering space for large gatherings or functions held by the RSL. The covered area is well serviced by the existing kitchen which also proposed to be renewed.
- 6 Extension to Pool Area**
One of the positives of the site which attracted the RSL was the existing pool. The pool will be well used for social, leisure and rehabilitation purposes. It is proposed to shift the pool fence line and increase the area within the defined pool area. Shade structures are proposed to be constructed as well as BBQ facilities to create a family friendly area adjacent to the pool.
- 7 Sitewide maintenance and improvements**
There are a number of sitewide works that should occur when funding is available to improve the overall presentation and amenity of the facility. These are -

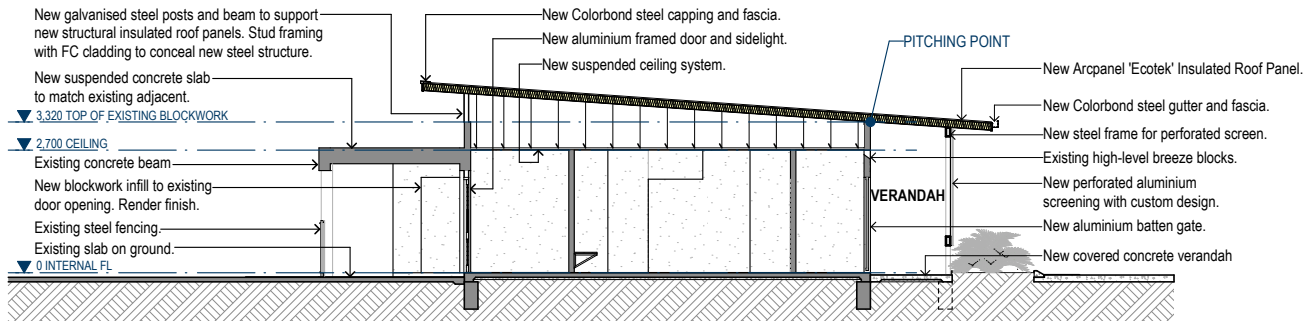
- A large extent of existing vegetation and landscaping needs to be pruned or selectively removed.
- The existing chainwire fencing and barbwire does not present the facility appropriately. It is proposed to remove the barbed wire and replace a large amount of the damaged chainwire and replace with new pvc coated chainwire.
- Widen and renew entry pathway from Petrie St.



FLOOR PLAN



BUILDING SECTION & PERSPECTIVE



View from Illawong Beach side of Site

RSL QUEENSLAND | MACKAY BRANCH
MASTER PLAN REPORT





View of main entrance of building from new carpark



The Mackay RSL Sub-Branch (Mackay RSL) would like to request that Council considers cancelling the existing lease (set to expire 30th June 2029) over 1 Illawong Drive (Lot 1 on CP883637), in favour of issuing a new longer term lease based on community lease terms.

The Mackay RSL purchased the existing commercial lease from Brownsey Sport and Entertainment on 30 June 2024, and since that time has continued to operate the site for the Mackay Beach Volleyball Competition, private functions as well as open to the public for the use of its pool and mini-golf facilities. The intention however is to develop the site into an RSL Wellness Centre for veterans and emergency services.

Currently under the purchased commercial lease, it is requested that Council considers cancelling this lease and issuing a new lease on the below terms –

- Term – Minimum Ten (10) years
- Rental – Peppercorn in line with Council's recognition of the community benefit to be provided by the RSL Wellness Centre
- Discuss longer tenure and/or freehold purchase

In planning for the Wellness Centre, the Mackay RSL has engaged the professional services of Bold Architecture to develop concept plans and provide a project cost estimate. The latest concept plans are attached, as well as the expected project cost. These plans have been developed with the assistance and advice of Council staff, especially related to the required permits and approvals. Staying to the existing building footprint we have been advised significantly reduces the need for approvals, and as such that has been the direction for development of plans. There may in the future be a requirement for further works and expansion, however this is not at this point being considered or planned, with the initially proposed project seen as very appropriate for the foreseeable future.

With 350+ members and families it is expected that the Wellness Centre will provide much needed services, plus also provide a facility that can be accessed by RSL members, as well as being extended to all veterans, emergency services and first responders, as well as the general public.

The proposal will include –

- Consultation rooms where visiting medical and other allied health service professionals can attend and allow members access
- Space for all the memorabilia to be hung and displayed
- A shopfront so sell merchandise

Mackay Sub Branch 1 Illawong Dr South Mackay
Phone 0499567297 **Email** info@mackay.rslqld.net.au **Postal Address** PO Box 238 Mackay 4740

rslqld.org

- A break out room where members can come for downtime to clear their head, or if they need a safe space to seek assistance
- An administration home base for the Mackay RSL
- Recreation facilities (Volleyball, Pool, Mini-Golf, BBQ's, and landscaped gardens) in a relaxed environment providing the most unique Wellness Centre in Australia
- An income stream via Volleyball social competitions etc that will underpin the facility and maintenance (all monies channelled back into the Mackay RSL and the facilities)
- A recreation facility that is able to be hired out to the broader community which also increases our cash flow to stay self-sustainable

Since taking over the existing lease we have shown that the site can be self-sustainable from a financial aspect, something that is critical to the long term success of any development.

Pending the confirmation of the extended lease tenure, the intention is to seek funding from key Government and other bodies for delivery of the Wellness Centre project. Having secured tenure is however critical to any such funding proposals.

Ultimately the Mackay RSL would like to discuss options for the transfer of the facility into freehold tenure, however at this stage securing a ten(10) plus year lease will enable funding to be sourced and the project commenced.

Councillors have previously visited the site to view the opportunity that it presents for development as a Wellness Centre, and if required the Mackay RSL would again welcome a site visit. We await your advices regarding the request for issue of a new lease, and would be happy to provide any further information as required.

Thank you for your consideration.

Ken Higgins OAM
President
Mackay RSL Sub Branch

12 January 2026

Georgia-Lee Ricketts
Secretary
Mackay RSL Sub Branch

12 January 2026

Mackay Sub Branch 1 Illawong Dr South Mackay
Phone 0499567297 **Email** info@mackay.rslqld.net.au **Postal Address** PO Box 238 Mackay 4740



11.2.2. LEASE RENEWAL FOR MACKAY NORTH HORSE & PONY CLUB INC

Author	Commercial Lease & Property Officer (Barb Sauer)
Responsible Officer	Acting Director Organisational Capability and Risk (Chris Molyneaux)
File Reference	Current Securities Lease 204 Palm Street CREMORNE QLD 4740

Attachments

1. MADI Image Mackay North Horse Pony Club [11.2.2.1 - 1 page]
2. Lease Plan Mackay North Horse Pony Club [11.2.2.2 - 1 page]

Purpose

To approve a new lease to Mackay North Horse and Pony Club Inc for a period of 10 years over an area of approximately 13.28 hectares being part of Lot 284 on SP201862 at Riverside Drive, Cremorne for the purpose of operation of a horse and pony club and related activities.

Related Parties

- Mackay North Horse and Pony Club Inc

Corporate Plan Linkage

Live and Visit

Community Participation and Active Lifestyles - Our region is vibrant and culturally rich, home to a wide variety of events, experiences and attractions.

Background/Discussion

Mackay Regional Council is trustee over reserve for park and recreation land being Lot 284 on SP201862 at Riverside Drive, Cremorne.

Mackay North Horse and Pony Club Inc (Pony Club) have held a lease over the site since 2006 with the current lease expiring on 16 June 2026. The Pony Club have indicated they would like a further 10-year lease to continue their club activities.

The Pony Club currently have 40 members and hold various events throughout the year including Dressage, Gymkhana and Show Jumping which attracts riders from Cairns to Maryborough. The Club also host a range of training clinics for their members to upskill in certain disciplines.

The club is working hard to make improvements to the grounds such as installation of lighting to be able to host night competitions in cooler conditions and help improve horse and rider welfare. Other future projects may include installation of extra jumps and stables.

According to Section 236 (1) (b) (ii) of the Local Government Regulation 2012, “a local government may dispose of a valuable non-current asset other than by tender or auction if – the valuable non-current asset is disposed of to a community organisation.”

According to Section 236 (1) (c) (iii) of the Local Government Regulation 2012, “a local government may dispose of a valuable non-current asset other than by tender or auction if – the valuable non-current asset is disposed of for the purpose of renewing the lease of land to the existing tenant of the land.”

Therefore, Council is not required to tender this before approving a new lease agreement.

Consultation and Communication

- Members of Mackay North Horse and Pony Club Inc
- Coordinator Land & Cultural Heritage
- Land & Property Officer
- Land & Road Use Committee

Resource Implications

All costs incurred in respect to the preparation and lodgement of the lease documentation will be borne by the Lessee.

The lease will be a standard community lease, with rental and conditions applied in accordance with Mackay Regional Council's Community Leasing Policy.

Risk Management Implications

Mackay North Horse and Pony Club Inc hold a long-term commitment to the land, its infrastructure, and the local community. Should the lease not be renewed, both the community and the Region would not be able to benefit from the opportunities that arise from this community group.

Conclusion

The approval of a new ten (10) year lease to Mackay North Horse and Pony Club Inc is the most advantageous outcome to Mackay Regional Council and the community.

Officer's Recommendation

THAT Council

1. Resolves that an exemption applies under Section 236 (1) (b) (ii) of the Local Government Regulation 2012, "a local government may dispose of a valuable non-current asset other than by tender or auction if – the valuable non-current asset is disposed of to a community organisation;" and
2. Approves a new lease to Mackay North Horse and Pony Club Inc over an area of approximately 13.28 hectares being part of Lot 284 on SP201862 known as Riverside Drive, Cremorne for a period of ten (10) years.

Council Resolution ORD-2026-13

THAT Council

1. Resolves that an exemption applies under Section 236 (1) (b) (ii) of the Local Government Regulation 2012, “a local government may dispose of a valuable non-current asset other than by tender or auction if – the valuable non-current asset is disposed of to a community organisation;” and
2. Approves a new lease to Mackay North Horse and Pony Club Inc over an area of approximately 13.28 hectares being part of Lot 284 on SP201862 known as Riverside Drive, Cremorne for a period of ten (10) years.

Moved Cr May

Seconded Cr Jones

CARRIED UNANIMOUSLY 10/0

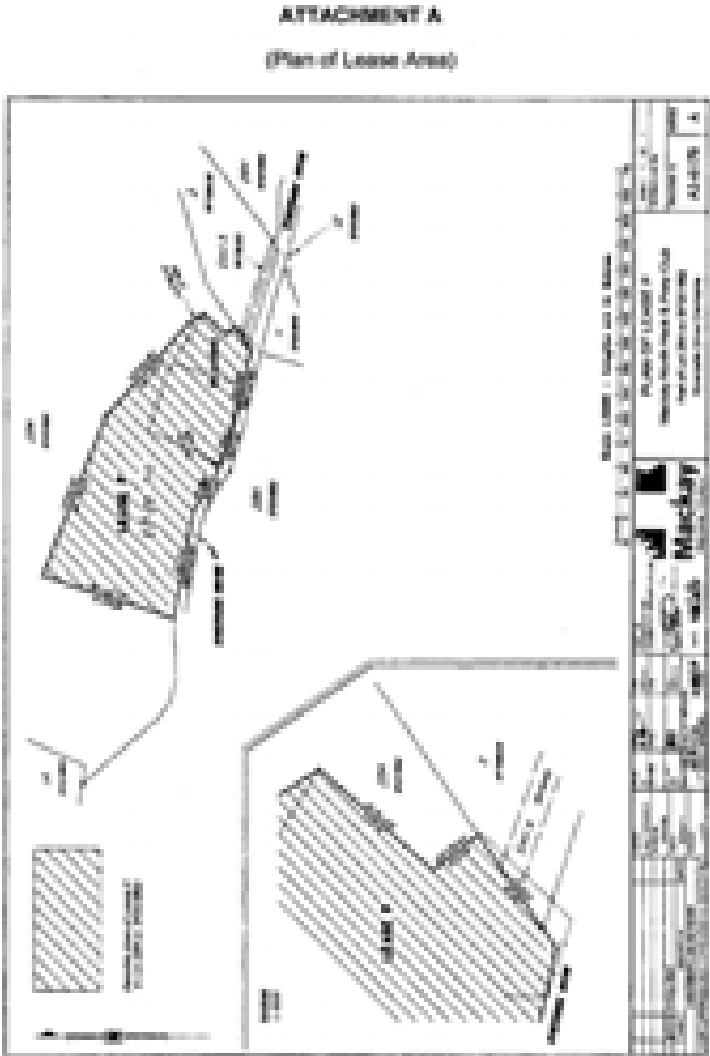
For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

MADI IMAGE – LEASE AREA FOR MACKAY NORTH HORSE & PONY CLUB INC



Lease Plan – Mackay North Horse & Pony Club Inc



11.2.3. EX-GRATIA (SPECIAL) PAYMENTS POLICY

Author	Senior Governance Officer (Pam Currell)
Responsible Officer	Acting Director Organisational Capability and Risk (Chris Molyneaux)
File Reference	016 - Ex-Gratia (Special) Payments Policy

Attachments

1. COU016 - Ex- Gratia (Special) Payments [**11.2.3.1** - 5 pages]

Purpose

To present the Ex-Gratia (Special) Payments Policy for consideration and adoption.

Related Parties

There are no identified related parties.

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

The Ex-Gratia (Special) Payments Policy establishes a clear and consistent governance framework for the consideration and approval of discretionary goodwill payments where there is no legal or contractual obligation to make a payment. As ex-gratia payments involve the use of public funds, decisions must be transparent, accountable and defensible, and payments must be limited to extraordinary circumstances where they are reasonable and proportionate, with appropriate approvals, documentation and oversight.

Approval responsibilities are clearly defined. The Chief Executive Officer (CEO) may negotiate and approve ex-gratia payments within delegated financial limits. Council approval is required where delegations are exceeded or where a proposed payment relates to the CEO, unless Council resolves to delegate this function to the Mayor. Comprehensive records and reporting are required to support accountability and compliance with records management obligations.

Confidentiality arrangements, including non-disclosure agreements, may be applied where appropriate, provided they do not contravene legislative requirements.

Consultation and Communication

As part of the review consultation was undertaken with the relevant stakeholders, including responsible and associated program Executive Managers, ELT and legal counsel.

The policy was also requested and briefed with Council on 11 March 2026.

Resource Implications

The implementation of this policy will not require additional resources beyond those currently budgeted.

Risk Management Implications

The adoption and implementation of the Ex-Gratia (Special) Payments Policy establishes a clear governance framework for the consideration and approval of discretionary, goodwill payments where there is no legal or contractual obligation to make a payment. The policy ensures that any such payments involving public funds are restricted to extraordinary circumstances, are reasonable, transparent and defensible, and are supported by clearly defined approval authorities, robust recordkeeping and legislative compliance. The policy strengthens Council's accountability, risk management and ethical decision-making in relation to discretionary payments.

The residual risk of not having the Ex-Gratia (Special) Payments Policy is assessed as a high risk due to discretion and public fund use, particularly around consistency, transparency, confidentiality, human rights and perceived bias.

With the implementation of this Policy and existing controls such as strict eligibility, documentation, Councillor accountability, financial delegations and legal obligations reduce the residual risk to a low risk, making it manageable with strong records and oversight.

Conclusion

That Council recommend adopting policy COU016 – Ex-Gratia (Special) Payments.

Officer's Recommendation

THAT Council adopts COU016 – Ex-Gratia (Special) Payments Policy.

Council Resolution ORD-2026-14

THAT Council adopts COU016 – Ex-Gratia (Special) Payments Policy.

Moved Cr Johnson

Seconded Cr Hassan

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

COUNCIL POLICY**Ex-Gratia (Special) Payments**

Program: Ethical Standards Audit & Risk
Date of Adoption: NEW
Resolution Number:
Review Date:

Scope

This policy applies to all ex-gratia payments made by Mackay Regional Council (MRC) to employees. This policy does not cover payments required by law or contractual obligation.

Objective

The purpose of the policy is to establish protocols for facilitating ex-gratia payments.

Policy Statement

This policy outlines the process under which MRC may offer ex-gratia payments to employees in situations where there is no legal obligation to provide compensation, but it is deemed appropriate as a goodwill gesture and is considered reasonable in all the circumstances.

Council and the Chief Executive Officer (CEO) acknowledge that an ex-gratia payment comprises public monies and ex-gratia payments should only occur in extraordinary circumstances.

MRC must ensure special payments are appropriate, defensible, and transparent. MRC supports the use of alternative strategies to achieve a mutually agreeable outcome, prior to considering progressing with an ex-gratia payment.

Each ex-gratia payment is voluntary and made based on the facts and circumstances relevant to each matter. The making of an ex-gratia payment does not create a precedent for other claims or payments and does not constitute an admission of liability on the part of either party.

The making of an ex-gratia payment under this policy also does not:

- a) create a precedent of other claims or payments and does not constitute an admission of liability on the part of either party; and
- b) does not imply that payments of a similar value will be made in other matters.

MRC considers that to the extent this policy engages and limits, or potentially limits, any human rights, that limitation is reasonable in that it is proportionate and justified.

This process to remain in force until otherwise determined
by Mackay Regional Council

COUNCIL POLICY

Ex-Gratia (Special) Payments

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COUNCIL POLICY**Ex-Gratia (Special) Payments****1.0 Principles****1.1 Process and Payment**

The decision to make an ex-gratia payment will be determined on a case-by-case basis and, where applicable and appropriate, based on independent legal advice to ensure it is not setting a precedent.

The value of an ex-gratia payments must be reasonable and proportionate to the facts and circumstances of each matter.

1.2 Approval**1.2.1 *CEO***

Only the CEO can negotiate and approve an ex-gratia payment within their financial delegations. They may approve an ex-gratia payment under special delegations by Council should the payment exceed their financial delegations.

The CEO is authorised to negotiate and authorise ex-gratia payments for Council staff and third-party matters.

1.2.2 *Council*

If the ex-gratia payment relates to the CEO, Council must determine whether an ex-gratia payment is to be made and its value, unless Council delegates the matter to the Mayor to negotiate and authorise.

1.2.3 *Record Keeping*

All documentation relating to the determination of an ex-gratia payment must be recorded and stored according to Council's records management policy and procedures.

A formal record of all ex-gratia payments will be maintained by the Chief Executive Office.

Council must keep proper records supporting each ex-gratia payment, including evidence of key decisions made and who they were made by. These records include:

- the payment date and the recipient of the payment; and
- the reason for the payment and how the payment amount was determined; and
- whether independent (legal) advice was obtained to support the basis and value of the payment; and
- how the payment represents an appropriate use of public money; and
- who approved the payment; and

COUNCIL POLICY

Ex-Gratia (Special) Payments

- other payment details that Council considers relevant.

1.2.4 Confidentiality/Non-Disclosure Agreement

While Council must ensure ex-gratia payments are appropriate, defensible, and transparent, there may be aspects of the payments that must be treated confidentially by both parties unless otherwise required by law.

Non-disclosure Agreements (NDA) (or Confidentiality Agreements) may be entered into for such payments, to ensure appropriate confidentiality obligations apply to both parties. NDA's must not be utilised to contravene any legislative requirements or obligations, such as the *Public Interest Disclosure Act 2010* or the *Crime and Corruption Act 2021*.

2.0 Complaints

Any complaints in relation to a decision or a service relating from this policy will be assessed and managed in accordance with MRC's Administrative Action Complaints Policy, a copy of which can be found on MRC's website.

When an individual feels that they are the subject of MRC's failure to act compatibly with human rights, they can make a complaint directly to MRC. These complaints will be assessed against the Human Rights Act 2019.

Complaints may be made as following:

In writing to
Chief Executive Officer
Mackay Regional Council
PO Box 41
MACKAY QLD 4740

Via Email - complaints@mackay.qld.gov.au

In person at the following MRC Client Services Centres:

- MRC Mackay Office – 73 Gordon Street, Mackay
- MRC Sarina Office – 65 Broad Street, Sarina
- MRC Mirani Office – 20 Victoria Street, Mirani

3.0 Definitions

To assist in interpretation the following definitions shall apply:

CEO shall mean the Chief Executive Officer. A person who holds an appointment under section 194 of the *Local Government Act 2009*. This includes a person acting in this position.

Mayor shall mean the Mayor of Mackay Regional Council being an elected member of Council, also referred to as a Councillor, with additional responsibilities as outlined in

COUNCIL POLICY

Ex-Gratia (Special) Payments

section 12(4) of the *Local Government Act 2009*, including people acting temporarily in the role.

Council shall mean the collective body of all elected representatives of Mackay Regional Council, as constituted under the *Local Government Act 2009*, responsible for governing the local government area and making decisions in the public interest.

MRC shall mean Mackay Regional Council.

Employee shall mean persons employed by Mackay Regional Council on a permanent, temporary, or casual basis, or otherwise engaged by Mackay Regional Council including those under a contract of service or a volunteer program.

Ex-Gratia Payment shall mean a discretionary, voluntary payment made by MRC without any legal or contractual obligation. These payments are made as an act of goodwill and are not an admission of liability or wrongdoing by the organisation.

*These payments are separate, and should not be confused with, donations, grants or other general payments related to such incidents as floods or natural disasters.

4.0 Review of Policy

This policy will be reviewed when any of the following occur:

- The related documents are amended or replaced.
- Other circumstances as determined from time to time by a resolution of Council.

Notwithstanding the above, this policy is to be reviewed at intervals of no more than four (4) years.

5.0 Reference

- *Public Sector Ethics Act 1994*
- *Crime and Corruption Act 2001*
- *Civil Liabilities Act 2003*
- *Public Interest Disclosure Act 2010*
- *Information Privacy Act 2009*
- *Local Government Act 2009*
- *Local Government Regulations 2012*
- *Crime and Corruption Commission publication - [Prevention-in-focus-Use-of-non-disclosure-agreements-what are-the-corruption-risks-2020.pdf](#)*

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
1	New			

11.2.4. ENTERTAINMENT AND HOSPITALITY POLICY

Author	Senior Governance Officer (Pam Currell)
Responsible Officer	Acting Director Organisational Capability and Risk (Chris Molyneaux)
File Reference	018 - Entertainment and Hospitality

Attachments

1. 018 Entertainment and Hospitality - Council Clean Version [**11.2.4.1** - 6 pages]

Purpose

To present the Entertainment and Hospitality Policy for consideration and adoption.

Related Parties

There are no identified related parties.

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

The Entertainment and Hospitality Policy governs the circumstances under which Mackay Regional Council (MRC) Councillors and employees may incur entertainment and hospitality expenditure, ensuring all such expenditure is reasonable, represents value for money, serves a legitimate Council business purpose, and complies with legislative, ethical and financial requirements, including the *Local Government Regulation 2012 (Qld)*.

The policy permits expenditure only where it is in the public interest, within an approved budget, and authorised in accordance with financial delegations, with strict limitations on alcohol and clear exclusions for inappropriate expenditure. Record-keeping and Fringe Benefits Tax reporting are mandatory to ensure transparency and accountability, with complaints managed under Council's established complaints and human rights frameworks. The policy is subject to regular review to maintain compliance and good governance.

The key policy changes include:

- Strengthening emphasis on public interest, value for money and public scrutiny.
- Record keeping elevated as core governance requirement.
- expenditure clarified and strengthened through principle-based exclusions.

Consultation and Communication

As part of the review consultation was undertaken with the relevant stakeholders, including responsible and associated program Executive Managers, ELT and legal counsel.

The policy was also requested and briefed with Council on 11 March 2026.

Resource Implications

The implementation of this policy will not require additional resources beyond those currently budgeted.

Risk Management Implications

The policy mitigates reputational, compliance and financial risk by strengthening governance controls over entertainment and hospitality expenditure. Clear principles, exclusions and record-keeping requirements support transparency, accountability and audit defensibility, and reduce the risk of inappropriate or poorly justified expenditure.

In the absence of an Entertainment and Hospitality Policy, Council faces a moderate residual risk arising from the potential for non-compliant or inappropriate expenditure, perceived misuse of public funds and associated reputational harm where expenditure is not clearly linked to legitimate Council business.

Key risks include non-compliant expenditure, inadequate approval processes, poor value for money outcomes and the inappropriate provision of alcohol.

With the implementation of this policy, residual risk is reduced to a low level through clear eligibility criteria, mandatory prior approvals, defined expenditure limits and a strong emphasis on public interest, accountability and scrutiny.

Conclusion

That Council recommend adopting policy COU018 – Entertainment and Hospitality.

Officer's Recommendation

THAT Council adopts COU018 – Entertainment and Hospitality.

Council Resolution ORD-2026-15

THAT Council adopts COU018 – Entertainment and Hospitality.

Moved Cr May

Seconded Cr Hassan

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

COUNCIL POLICY**ENTERTAINMENT AND HOSPITALITY**

Program: Executive Office
Date of Adoption:
Resolution Number:
Review Date:

Scope

Applies to all Councillors and employees, incurring entertainment or hospitality expenses on behalf of Mackay Regional Council (MRC).

Objective

To ensure entertainment and hospitality expenditure is reasonable, cost-effective, and serves a legitimate MRC purpose in accordance with the *Local Government Regulation 2012 (Qld)*.

This policy provides clear guidance on when entertainment and hospitality may be provided, and the standards expected of all Councillors & Staff.

Policy Statement

MRC may incur entertainment and hospitality expenditure only where it serves a legitimate Council business purpose, is in the public interest and able to withstand public scrutiny, represents value for money, meets legislative and ethical requirements, is approved prior to expenditure, and is provided for within an approved budget.

This process to remain in force until otherwise determined
by Mackay Regional Council

COUNCIL POLICY

ENTERTAINMENT AND HOSPITALITY

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COUNCIL POLICY

ENTERTAINMENT AND HOSPITALITY

1.0 Principles

When considering whether to incur expenditure for entertainment and hospitality, Councillors and employees must ensure that the expenditure to be incurred is:

- a) for the benefit of the region and in the public interest
- b) for Council-related business
- c) value for money
- d) in accordance with legal, financial, audit and ethical requirements
- e) approved prior to the expenditure being incurred and
- f) provided for in the budget.

2.0 Approved Entertainment and Hospitality Expenditure

In accordance with section 196 of the *Local Government Regulation 2012*, examples of expenditure for entertainment and hospitality include:

- a) entertaining members of the public to promote a Council project or event including–
 - i. civic receptions/events
 - ii. citizenship ceremonies
 - iii. openings of community facilities or public spaces
- b) providing food or beverages to a person who is visiting the Council in an official capacity where Council has an interest in or a specific obligation towards their visit including–
 - i. official participants and business representatives which are part of an inbound delegation
 - ii. representatives of government, business, or industry
 - iii. representatives of recognised community organisations
 - iv. meetings with members of the community or stakeholders to support the delivery of Council initiatives.
 - v. overseas delegates
- c) providing food or beverages for a conference, course, seminar, workshop or another forum that is held by Council for its Councillors, employees or other persons including but not limited to:
 - i. acknowledgement of work-related achievements or recognition of service
 - ii. committee meetings
 - iii. working group meetings
 - iv. workshops
 - v. conferences
 - vi. seminars and training sessions. paying for a Councillor or employee to attend a function as part of the Councillor's or employee's official duties or obligations as a Councillor or employee.

COUNCIL POLICY

ENTERTAINMENT AND HOSPITALITY

- d) Additional acceptable expenses recognised by MRC include war service commemorations, condolences wreaths/flowers, contribution to the annual staff Christmas celebration, and the supply of tea, coffee, milk and similar consumables for official purposes.
- e) Alcohol may only be supplied where approved in advance by either the Mayor or CEO. Alcohol is not permitted at staff meetings, training sessions or during normal work activities. Where a conference or event package includes alcohol, moderate consumption is permitted.
- f) All entertainment and hospitality expenditure must be authorised in line with finance delegations as per the below:

Event led by

Mayor
Councillors
CEO
Director
Executive Manager/Chief Operating Officer
Employees

Approver

CEO
Mayor or CEO
Mayor
CEO
CEO
Executive Manager/Chief Officer

3.0 Exclusions (Inappropriate Expenditure)

Entertainment and hospitality expenditure excludes:

- i. expenses eligible to be claimed via another Council policy, allowance, disbursement or reimbursement
- ii. meals and entertainment that is considered a gift or benefit, or
- iii. entertainment or hospitality provided at a private residence.

4.0 Documentation, Record Keeping and FBT

All entertainment and hospitality undertaken in accordance with this policy must be reported to Financial Services through a Fringe Benefits Tax (FBT) declaration, detailing:

- costs incurred, the purpose of the entertainment or hospitality
- the number of attendees
- whether attendees were MRC staff or external persons, and
- relevant tax invoice

MRC is required to maintain adequate records to ensure accurate calculation of its FBT liability, and to meet this requirement, completion of:

- the FBT Catering and Meals Form (Attachment A) and/or
- the FBT Gift and Award Form (Attachment B) may be necessary.

COUNCIL POLICY

ENTERTAINMENT AND HOSPITALITY

5.0 Complaints

Any complaints in relation to a decision or a service relating from this policy will be assessed and managed in accordance with MRC's Administrative Action Complaints Policy, a copy of which can be found on MRC's website.

When an individual feels that they are the subject of MRC's failure to act compatibly with human rights, they can make a complaint directly to MRC. These complaints will be assessed against the *Human Rights Act 2019*.

Complaints may be made as following:

In writing to
Chief Executive Officer
Mackay Regional Council
PO Box 41
MACKAY QLD 4740

Via Email - complaints@mackay.qld.gov.au

In person at the following MRC Client Services Centres:

- MRC Mackay Office – 73 Gordon Street, Mackay
- MRC Sarina Office – 65 Broad Street, Sarina
- MRC Mirani Office – 20 Victoria Street, Mirani

6.0 Definitions

To assist in interpretation the following definitions shall apply:

Council shall mean the collective body of all elected representatives of Mackay Regional Council, as constituted under the *Local Government Act 2009*, responsible for governing the local government area and making decisions in the public interest

Councillors shall mean an elected representative including the Mayor of the Mackay Regional Council.

Employees shall mean all persons employed at MRC on a permanent, temporary, volunteer or casual basis and may include persons engaged under a contract of service.

Entertainment and Hospitality Expense shall mean the following:

- a) entertaining members of the public in order to promote a local government initiative or project;
- b) providing food or beverages:-
 - (i) to a person visiting the local government in an official capacity; or

COUNCIL POLICY

ENTERTAINMENT AND HOSPITALITY

- (ii) for a conference, meeting, seminar, workshop or another forum that is held by the local government for its Councillors, local government Employees or other persons; and
- c) paying for a Councillor or local government Employee to attend a function as part of the Councillor's or Employees official duties or obligations as a Councillor or local government Employee.

MRC shall mean Mackay Regional Council.

7.0 Review of Policy

This policy will be reviewed when any of the following occur:

- The related documents are amended or replaced.
- Other circumstances as determined from time to time by a resolution of Council.

Notwithstanding the above, this policy is to be reviewed at intervals of no more than four (4) years.

8.0 Reference

- *Local Government Regulations 2012*
- *Fringe Benefits Tax Assessment Act 1986*
- *Local Government Act 2009*
- MRC Policy No. 011 - Alcohol and Other Drugs
- MRC Policy No. 118 - Councillor Alcohol & Other Drugs

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
1	Review of Policy	Amendments to Policy	Council	28.09.16
2	Review of Policy	Amendments to Policy	Council	13.02.19
3	Review of Policy	Amendments	ORD-2022-339	23.11.22
4	Review of Policy	Amendments		

11.2.5. TRADE WASTE POLICY

Author	Pam Currell (Senior Governance Officer)
Responsible Officer	Acting Director Organisational Capability and Risk (Chris Molyneaux)
File Reference	056 - Trade Waste

Attachments

1. COU056 - Trade Waste [**11.2.5.1** - 40 pages]

Purpose

To present the Trade Waste Policy for consideration and adoption.

Related Parties

There are no identified related parties.

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

The Trade Waste Policy provides the framework for managing trade waste discharges from industrial and commercial premises connected to Council's sewerage system, to protect public health, the environment and wastewater infrastructure.

It requires compliance with the *Water Supply (Safety and Reliability) Act 2008* and prohibits unauthorised discharges, outlining approved options for treatment or discharge of trade waste.

The policy is supported by a Trade Waste Management Plan and includes clear arrangements for risk management and complaint handling.

The key policy changes include:

- clearer definitions of confidential information,
- strengthen requirements for securing documents, including when working from home or using personal devices

Consultation and Communication

As part of the review consultation was undertaken with the relevant stakeholders, including responsible and associated program Executive Managers and ELT.

The policy was also requested and briefed with Council on 11 March 2026.

Resource Implications

The implementation of this policy will not require additional resources beyond those currently budgeted.

Risk Management Implications

The risk of not having the Trade Waste Policy carries a moderate residual risk due to the potential of impacts on public health, the environment if trade waste is not effectively controlled.

Key risks included unauthorised or non-compliant discharges, environmental harm, infrastructure damage, and regulatory non-compliance. The risks are mitigated by this Policy supporting the Trade Waste Management Plan, alignment and relevant water and environmental legislation, and delegation of operational controls to officers. With these controls in place, the risk is considered low.

Conclusion

That Council recommend adopting policy COU056 – Trade Waste.

Officer's Recommendation

THAT Council adopts COU056 – Trade Waste.

Council Resolution ORD-2026-16

THAT Council adopts COU056 – Trade Waste.

Moved Cr Hassan

Seconded Cr Baker

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

COUNCIL POLICY

TRADE WASTE

Program: Water Networks
Date of Adoption:
Resolution Number:
Review Date:

Scope

This policy covers all industrial, commercial or other premises connected to Mackay Regional Council's sewerage system that may discharge trade waste for treatment within this system.

Objective

Mackay Regional Council will manage discharges of trade waste to the sewerage system in accordance with the requirements of the *Water Supply (Safety and Reliability) Act 2008*.

Liquid waste generated by industry, small business and commercial enterprises is referred to as Trade Waste. The *Water Supply (Safety and Reliability) Act 2008* prohibits the unauthorized discharge of wastes, other than Domestic Sewage, into the Sewerage System. The options for producers of Trade Waste are to have Trade Waste treated at an approved treatment facility, obtain approval from Council to discharge Trade Waste to the Sewerage System or to obtain an environmental authority under the Environmental Protection Act 1994 to treat Trade Waste themselves before discharging Trade Waste to the environment.

Policy Statement

Mackay Regional Council will manage discharges of trade waste to the sewerage system in accordance with the requirements of the *Water Supply (Safety and Reliability) Act 2008*.

MRC considers that to the extent this policy engages and limits, or potentially limits, any human rights, that limitation is reasonable in that it is proportionate and justified.

This process to remain in force until otherwise determined
by Mackay Regional Council

COUNCIL POLICY

TRADE WASTE

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COUNCIL POLICY

TRADE WASTE

1.0 Principles

This policy statement and the supporting Trade Waste Management Plan shall provide the technical support to promote an appropriate service to industrial and commercial customers and to protect the community, the environment, the sewerage system and the wastewater treatment processes from adverse effects.

The Trade Waste Management Plan aligns with Mackay Regional Council's Risk Management Processes.

2.0 Complaints

Any complaints in relation to a decision or a service relating from this policy will be assessed and managed in accordance with MRC's Administrative Action Complaints Policy, a copy of which can be found on MRC's website.

When an individual feels that they are the subject of MRC's failure to act compatibly with human rights, they can make a complaint directly to MRC. These complaints will be assessed against the Human Rights Act 2019.

Complaints may be made as following:

In writing to:
Chief Executive Officer
Mackay Regional Council
PO Box 41
MACKAY QLD 4740

Via Email - complaints@mackay.qld.gov.au

In person at the following MRC Client Services Centres:

- MRC Mackay Office – 73 Gordon Street, Mackay
- MRC Sarina Office – 65 Broad Street, Sarina
- MRC Mirani Office – 20 Victoria Street, Mirani

3.0 Definitions

To assist in interpretation the following definitions shall apply:

Council shall mean the collective body of all elected representatives of Mackay Regional Council, as constituted under the *Local Government Act 2009*, responsible for governing the local government area and making decisions in the public interest.

ELT shall mean Executive Leadership Team which consist of the Chief Executive Officer, Executive Officer and all Directors.

Employees shall mean all persons employed at MRC on a permanent, temporary, volunteer or casual basis and may include persons engaged under a contract of service.

MRC shall mean Mackay Regional Council.

COUNCIL POLICY

TRADE WASTE

Reuse shall mean in relation to recycled water, includes being treated to improve the effluent quality, but does not include merely being discharged into, or disposed of in, the environment.

Sewerage system shall mean MRC's sewers, access chambers, vents, engines, pumps, structures machinery, outfalls or any other works used to receive, store, transport or treat sewage.

Trade waste shall mean water-borne waste from business, trade, manufacturing or other premises, other than:

- (a) waste that is a prohibited substance; or
- (b) human waste; or
- (c) stormwater

4.0 Review of Policy

This policy will be reviewed when any of the following occur:

- The related documents are amended or replaced.
- Other circumstances as determined from time to time by a resolution of Council.

Notwithstanding the above, this policy is to be reviewed at intervals of no more than four (4) years.

5.0 Reference

- *Water Act 2000*
- *Water Supply (Safety and Reliability) Act 2008*
- *Plumbing and Drainage Act 2018*
- *Plumbing and Drainage Regulation 2019*
- *Environmental Protection Act 1994*
- *Environmental Protection Regulation 2019*
- *Environmental Protection (Waste Management) Policy 2000*
- *Environmental Protection (Waste Management) Regulation 2000*
- *Environmental Protection (Water) Policy 2009*
- *Local Government Act 2009*
- *Planning Act 2016*

6.0 Attachments

- Trade Waste Management Plan

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
2	Review Policy	Amendments made to Policy	Council	26/04/2017
3	Review Policy			

COU056 – TRADE WASTE

Electronic version current – uncontrolled copy valid only at time of printing.

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Mackay Regional Council

Trade Waste Management Plan



January 2026

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1. INTRODUCTION

Liquid wastes are produced by a variety of industrial, commercial and domestic activities. The *Environmental Protection Act 1994* provides a general prohibition against the pollution of the environment by the discharge of such wastes, except where the person or agency holds an environmental authority permitting such discharge.

All discharges to receiving waters are required to be treated to a standard that will maintain or enhance receiving water quality and environmental values.

Liquid waste generated by industry, small business and commercial enterprises is referred to as Trade Waste. The *Water Supply (Safety and Reliability) Act 2008* prohibits the unauthorized discharge of wastes, other than Domestic Sewage, into the Sewerage System. The options for producers of Trade Waste are to have Trade Waste treated at an approved treatment facility, obtain approval from Council to discharge Trade Waste to the Sewerage System or to obtain an environmental authority under the *Environmental Protection Act 1994* to treat Trade Waste themselves before discharging Trade Waste to the environment.

Council provides a Sewerage System primarily for transporting and treating Domestic Sewage. Payment for this service is collected by a utility charge levied on ratable land. The Sewerage System may also be used, with the approval of Council, for the acceptance and treatment of Trade Waste. As Trade Waste imposes an additional load on the Sewerage System, charges apply for the discharge of Trade Waste to the Sewerage System. Council is required to meet the conditions of the environmental authority (licence), issued by the Environmental Protection Agency, for its Sewerage System including the disposal and reuse of treated Effluent and Biosolids. The Council is also required by the *Water Supply (Safety and Reliability) Act 2008* and the *Environmental Protection (Water) Policy 2009* to fully assess the effect of Trade Waste on the Sewerage System and the environment before issuing a Trade Waste Approval.

Under the *Environmental Protection Act 1994*, Council is held responsible for any pollution from stormwater outfalls under its control. The discharge of Trade Waste to Stormwater Drainage is prohibited under the *Local Government Act 2009*. Stormwater Drainage shall only be used for the disposal of uncontaminated stormwater runoff.

Domestic Sewage consists mostly of water, which, after treatment to reduce biodegradable material, suspended solids and nutrients, can be disposed of in accordance with Council's environmental authority requirements. Council is actively seeking opportunities to reuse and recycle treated Effluent and Biosolids.

Trade Waste may have an organic strength many times that of Domestic Sewage and may overload the treatment plant. Trade Waste may also contain other substances such as high levels of fats and grease, heavy metals, organic solvents and chlorinated organic substances which Sewerage Systems are not designed to treat. These substances may:

- (a) pose a serious risk to the health and safety of sewerage workers; or
- (b) damage the infrastructure of the Sewerage System; or
- (c) inhibit biological processes at the treatment plant; or
- (d) accumulate in Biosolids, making their reuse difficult or impracticable; or
- (e) pass through the treatment plant untreated resulting in environmental contamination.

To ensure the continued protection of our environment and waterways, Council's policy is to

accept, subject to conditions, biodegradable Trade Waste into the Sewerage System provided that:

- (a) the Sewerage System is of adequate capacity to effectively collect, transport and treat the Trade Waste; and
- (b) the Trade Waste Generator has applied all practicable waste minimization, recycling and reuse options; and
- (c) the Trade Waste Generator has complied with any applicable Trade Waste Approval, and this Trade Waste Management Plan as it applies to the Trade Waste Generator.

This discharge of waste containing substances in amounts liable to be toxic or hazardous to the Sewerage System, treatment process, personnel or the environment is prohibited.

Council may consider the acceptance of Trade Waste containing toxic or hazardous substances and non-degradable pollutants to the Sewerage System only after the Trade Waste has been pre-treated by on site "best practice treatment" to ensure the Sewer Admission Limits are not exceeded.

1.1 PURPOSE

MRC has developed this Trade Waste Management Plan (TWMP) to provide information for business and industry on trade waste management methodology and requirements.

The TWMP outlines how Council manages trade waste discharges and meets to protect Council's infrastructure and its responsibilities under legislation and environmental commitments. The TWMP provides guidance to ensure effective management of commercial and industrial sewage discharged to the sewerage system. This TWMP has been developed in accordance with the principles of environmental sustainability, public health, and employee safety.

1.2 RELEVANT LEGISLATION

The *WaterSupply (Safety and Reliability) Act 2008* prohibits the discharge of Trade Waste to the Sewerage System without a Trade Waste Approval given by the Council. This legislation gives Council the authority to set Trade Waste approval conditions, and issue, suspend and cancel Trade Waste approvals. Therefore, any person wishing to discharge Trade Waste to the Sewerage System shall apply for a Trade Waste Approval.

It is an offence for a person to discharge waste (including Trade Waste) other than uncontaminated stormwater to Stormwater Drainage.

The Trade Waste approval conditions, particularly discharge limits, are defined to protect Council sewerage treatment processes and ensure compliance with the Environmental Protection Act 1994.

As per The Local Government Act 2009, the Council has authority to charge utility fees and access properties for Trade Waste reasons.

Legislation relevant to the control of Trade Waste and the acceptance of Trade Waste to the Sewerage System is listed in Appendix 1. The list of legislation in Appendix 1 is not a complete list of all legislation relating to the control of Trade Waste.

2. DEFINITIONS

In this plan:

Annual License Fee means a utility charge for a category of Trade Waste for the cost to the Council of:

- (a) administration associated with the provision of the Trade Waste service; and
- (b) routine inspection and testing of premises the subject of a Trade Waste Approval; and
- (c) routine reading of Trade Waste meters; and
- (d) routine tracking and validation of liquid waste.

Application Fee means a regulatory fee for the processing of an application for a Trade Waste Approval.

Arrestor means an apparatus designed to intercept and retain silt, sand, oil, grease, sludge and other substances in a waste discharge.

Authorised Agent means any person notified in writing to the Council as being appointed or authorized by the Owner to act on the Owner's behalf.

Base Charge means a utility charge (Australian \$/kL) for the cost to transport and treat normal domestic sewage.

Biosolids means the treated solids (sludge), mainly organic, produced by sewage treatment.

Category 1 Approval means an approval given by Council to the Owner and the Trade Waste Generator (where the Owner is not the Trade Waste Generator) containing the terms and conditions under which the Trade Waste Generator and the Owner may discharge Category 1 Trade Waste to the Sewerage System.

Category 1 Trade Waste is Trade Waste described as Category 1 in **section 6.0** (Discharge Categories).

Category 2 Approval means an approval given by Council to the Owner and the Trade Waste Generator (where the Owner is not the Trade Waste Generator) containing the terms and conditions under which the Trade Waste Generator and the Owner may discharge Category 2 Trade Waste to the Sewerage System.

Category 2 Trade Waste is Trade Waste described as Category 2 in **section 6.0** (Discharge categories).

Category 3 Approval means an approval given by Council to the Owner and the Trade Waste Generator (where the Owner is not the Trade Waste Generator) containing the terms and conditions under which the Trade Waste Generator and the Owner may discharge Category 3 Trade Waste to the Sewerage System.

Category 3 Trade Waste is Trade Waste described as Category 3 in **section 6.0**

(Discharge Categories).

Category 4 Approval means an approval given by Council to the Owner and the Trade Waste Generator (where the Owner is not the Trade Waste Generator) containing the terms and conditions under which the Trade Waste Generator and the Owner may discharge Category 4 Trade Waste to the Sewerage System.

Category 4 Trade Waste is Trade Waste described as Category 4 in **section 6.0**

(Discharge Categories).

Conveyance and Treatment Charge means a utility charge for the cost to Council of conveying and treating the quantity and quality of Trade Waste discharged to the Sewerage System. This includes maintenance and depreciation of fixed infrastructure used in the provision of the trade waste service.

Council means the Mackay Regional Council and its predecessors, successors, transferees and assigns and includes any person appointed or authorized by Mackay Regional Council to act on its behalf.

Domestic Sewage means Human Waste and liquid household wastes from water closetpan, sinks, baths, basins and similar fixtures designed for use in private dwellings.

Effluent means the liquid discharged following a wastewater treatment process.

Human Waste means human faecal matter and urine.

Inspection Fee means a charge for the inspection and analysis by Council of Trade Waste, in addition to the routine inspections and analyses conducted by Council as part of the Trade Waste service and charged for pursuant to the Annual License Fee.

Owner, of land, means any of the following, and includes the occupier of the land-

- (a) the registered proprietor of the land;
- (b) the lessee or licensee under the *Land Act 1994* of the land;
- (c) the holder of a mineral development licence or mining lease under the *Mineral Resources Act 1989*;
- (d) the person or body of persons who, for the time being, has lawful control of the land, on trust or otherwise;
- (e) the person who is entitled to receive the rents and profits of the land.

Premises means a lot as defined in Schedule 2 of the Planning Act 2016, or for a lot under the *Body Corporate and Community Management Act 1997* or the *Building Units and Group Titles Act 1980*, the common property for the lot.

Prohibited Substance means a substance prescribed in Schedule 1 of the *Water Supply (Safety and Reliability) Act 2008*.

Quality Analyses means the inspection and analysis of Trade Waste discharged from Premises to the Sewerage System to determine compliance with the terms and conditions of a Trade Waste Approval.

Quality Analyses Base Charge means a utility charge for the cost to Council of performing Quality Analyses which is calculated as follows:

$Q = Y \times C$ where

Q is the Quality Analyses Base Charge; and

Y is the number of Quality Analyses that Council performs during a financial year in respect of a Trade Waste Approval; and

C is the charge per Quality Analyses determined by Council in its annual budget.

Regulated Waste means non-domestic waste as mentioned in Schedule 7 of the *Environmental Protection Regulation 2019* (whether or not it has been treated or immobilized) and includes:

- (a) for an element, any chemical compound containing the element; and
- (b) anything that has contained waste.

Sewage means the wastewater from the community that contains Human Waste.

Sewer Admission Limits means the sewer admission limits specified in Appendix 2 as amended from time to time.

Sewerage System means Council's sewers, access chambers, vents, engines, pumps, structures, machinery, outfalls or any other works used to receive, store, transport or treat Sewage.

Stormwater Drainage means the Council's drains, channels, pipes, chambers, structures, outfalls or any other works used to receive, store, transport or treat stormwater.

Temporary Approval means a Trade Waste Approval containing terms and conditions under which a Trade Waste Generator and an Owner may make a one-off discharge of Trade Waste to the Sewerage System.

Trade Waste means water-borne waste from business, trade or manufacturing premises, other than:

- (a) waste that is a Prohibited Substance; or
- (b) Human Waste; or
- (c) stormwater.

Trade Waste Approval means a Category 1 Approval or a Category 2 Approval, or a Category 3 Approval.

Trade Waste Charge means a utility charge levied for the provision of the Trade Waste service, which is the sum of the Base Charge and the Conveyance and Treatment Charge.

Trade Waste Inspector means a person appointed by Council in an acting capacity to carry out the duties of this role. The functions of the Trade Waste Inspector (as determined by Council from time to time) include but are not limited to:

- (a) carrying out inspections of Premises from which Trade Waste is being discharged, proposed to be discharged or suspected of being discharged to the Sewerage System; and
- (b) advising Trade Waste Generators of their responsibilities in relation to the storage of Prohibited Substances, to prevent their accidental spillage to the Sewerage System or Stormwater Drainage; and
- (c) overseeing the disposal of Trade Waste in accordance with this policy; and
- (d) providing advice on acceptable methods of disposal of Trade Waste, including legal, economic and environmental aspects; and
- (e) identifying industries that do not discharge Trade Waste to the Sewerage System but which have the potential to contaminate the Sewerage System or the Stormwater Drainage by accidental spillages of Prohibited Substances; and
- (f) maintaining a waste register of industries to enable the tracking of liquid industrial waste transported from the point of generation to authorised disposal sites; and
- (g) dealing with non-compliance with requirements for the discharge of Trade Waste; and
- (h) developing and implementing Trade Waste charging procedures.

Trade Waste Fees means the Application Fee and the Inspection Fee.

Trade Waste Generator means a person whose activity produces or has the potential to produce Trade Waste.

3. TRADE WASTE CONTROL

3.1 APPLICATION AND APPROVAL PROCESS

A Trade Waste Approval is a document that outlines the conditions and requirements for permitting the release of liquid waste from commercial, industrial, or manufacturing facilities, excluding domestic sewage. The Council awards this approval only after assessing the proposed discharge and verifying that it meets the mandatory criteria and guidelines.

The Owner or Authorised Agent and the Trade Waste Generator, shall apply to Council for a Trade Waste Approval if Trade Waste is generated or likely to be generated at the Premises. The application shall be accompanied by the Application Fee.

Applications must be lodged prior to commencement of trading. Examples of appropriate times for lodging applications may include:

- (a) during the processing of a building application for a new building or for the extension of an existing building intended for industrial or commercial usage; or
- (b) on the change in tenancy of Premises intended for industrial or commercial usage: or

- (c) on the change of ownership of Premises intended for industrial or commercial usage; or
- (d) on the shop fit-out of Premises intended for industrial or commercial usage; or
- (e) during the processing of an application to strata title Premises intended for industrial or commercial usage; or
- (f) prior to generating Trade Waste at existing Premises without a Trade Waste Approval; or
- (g) where a change in process technology occurs that affects Trade Waste.

Application forms can be obtained by, downloading from Council website (http://www.mackay.qld.gov.au/residents/services/water/trade_waste).

Applications for Trade Waste Approvals should include the following:

- a) Details of the proposed method of treatment to be used to ensure that Trade Waste meets the Sewer Admission Limits (Appendix 2).
- b) Material Safety Data Sheets for all chemicals and raw materials used and stored on premises.
- c) Accurate as constructed Trade Waste plumbing, drainage and pre-treatment layout plans showing:
 - i. Details, location (including levels) and volumes of all tanks, pits, fixtures and apparatus which are associated with the generation and pre-treatment of trade waste; and
 - ii. Details of all processes including flow diagram; and
 - iii. Details and locations of all flow measurement equipment.

A copy of the treatment plan will be returned stamped “**Approved Trade Waste**” if the proposal meets all requirements.
- d) A copy of the final plumbing and drainage certificate

Failure to provide all the documentation and information outlined above in the application may result in delays of the final approval.

Plumbing and drainage work associated with the installation of any treatment process shall be in accordance with the *Plumbing Code of Australia (PCA)*, the *Plumbing and Drainage Act 2018 (PDA)*, the *Plumbing and Drainage Regulation 2019 (PDR)*, *AS/NZS 3500 suite of standards* and the approved sewerage drainage plan for the Premises. All plumbing and drainage will be carried out by a licensed plumber and drainer with all appropriate approvals.

During the plumbing application stage, Council reserves the right to deny the proposed pre-treatment apparatus if it is deemed to be insufficient at Council's discretion.

Where Waste is deemed to be unsuitable for discharge to sewer, a Trade Waste Approval will not be issued and alternative arrangements for the disposal of the waste will have to be made.

3.2 DISCHARGE CATEGORIES

All Trade Waste accepted to the Sewerage System shall be classified according to the following 3 categories for the purpose of approval, control and charging:

(a) Category 1

Category 1 approval required for low strength Trade Waste discharges that comply with all of the criteria set out below:

	Food Premises (mg/L)	Mechanical Premises (mg/L)
Total Suspended Solids (TSS)	<200, and	<100, and
Chemical Oxygen Demand	<200, and	<200, and
Oil and Grease	< 50, and	N/A
Total Hydrocarbons (THc)	N/A	< 10, and
Total Kjeldahl Nitrogen (TKN)	< 60, and	< 60, and
Total Phosphorus (TP)	< 12	< 12
Volume (V)	No volume charges if the Trade Waste Generator is granted an exemption by Council.	

Trade Waste not complying with all of the above criteria shall be classified as Category 2 Trade Waste or Category 3 Trade Waste.

(b) Category 2

Category 2 approval required for medium strength Trade Waste discharges that comply with any of the criteria set out below:

	Food Premises (mg/L)	Mechanical Premises (mg/L)
Total Suspended Solids (TSS)	>200 <400; and	>100 <200; and
Chemical Oxygen Demand	>200 <600; and	>200 <300; and
Oil and Grease	> 50 <100; and	
Total Hydrocarbons (THc)		> 10 < 20; and
Total Kjeldahl Nitrogen (TKN)	> 60 <100; and	> 60 <100; and
Total Phosphorus (TP)	> 12 < 20	>12 < 20

(c) Category 3

Category 3 approval required for high strength Trade Waste discharges that comply with any of the criteria set out below:

	Food Premises (mg/L)	Mechanical Premises (mg/L)
Total Suspended Solids (TSS)	>400 < 600; and	>200 <300; and
Chemical Oxygen Demand (COD)	>600 <1200; and	>300 <600; and
Oil and Grease	>100 < 200; and	
Total Hydrocarbons (THc)		> 20 < 30; and
Total Kjeldahl Nitrogen	>100 < 150; and	>100 <150; and
Total Phosphorus (TP)	> 20 < 50	>20 < 50

(d) Category 4

Category 4 approval required for excessive strength Trade Waste discharges with high volume with any of the criteria set out below:

	Food Premises (mg/L)	Mechanical Premises (mg/L)
Total Suspended Solids (TSS)	>400 < 600; and	>200 <300; and
Chemical Oxygen Demand (COD)	>600 <1200; and	>300 <600; and
Oil and Grease	>100 < 200; and	
Total Hydrocarbons (THc)		> 20 < 30; and
Total Kjeldahl Nitrogen	>100 < 150; and	>100 <150; and
Total Phosphorus (TP)	> 20 < 50	>20 < 50

Acceptance of Trade Waste under any category is conditional on the Trade Waste meeting the Sewer Admission Limits unless otherwise specified in the Trade Waste Approval.

In the event of a significant change in the strength of Trade Waste approved, the current Trade Waste approval and/or conditions may be altered to reflect the consistent Trade Waste strength.

TW Inspectors can further assess TW Customers by conducting a risk assessment to evaluate the potential risk of the TW to the sewerage system and the associated Water Recycling Facilities (WRFs). This process enables the identification of potential discharge impacts and industry groups that may not have been identified as potential risks previously.

In relation to this council reserves the right to alter category of approvals in relation to volume of discharge applied to strength of contaminants. (Mass Daily Load).

3.3 TRADE WASTE APPROVALS

3.3.1 Category 1 and Category 2 Approvals

Both the Owner and the Trade Waste Generator (where the Owner is not the Trade Waste Generator) shall hold a Trade Waste approval in conjunction with the property owner and generator. Any changes to the property owner or generator shall void the current approval.

Category 1 Approvals and Category 2 Approvals are not transferable.

A Category 1 Approval and a Category 2 Approval state the terms and conditions the holder of the Category 1 Approval and Category 2 Approval shall observe to discharge Trade Waste into the Sewerage System. The terms and conditions of a Category 1 Approval and a Category 2 Approval may include, but are not limited to:

- (a) the type and composition of Trade Waste that may be discharged; and

- (b) the quantity of Trade Waste that may be discharged; and
- (c) the rate that Trade Waste may be discharged, including the maximum rate of discharge; and
- (d) the time when Trade Waste may be discharged; and
- (e) the period for which Trade Waste may be discharged; and
- (f) the method for estimating or measuring the volume of Trade Waste discharged; and
- (g) provisions for measuring and sampling the Trade Waste discharged prior to the Trade Waste entering the Sewerage System; and
- (h) details of any pre-treatment of Trade Waste required; and
- (i) conditions for the maintenance of and removal of waste from pre-treatment equipment, including the frequency of cleaning and the waste transporter to be used; and
- (j) records to be kept concerning the cleaning and maintenance of pre-treatment equipment; and
- (k) the powers of Council to enter Premises in relation to any matter about the control of Trade Waste; and
- (l) penalties for non-compliance with the Category 1 Approval and a Category 2 Approval; and
- (m) conditions for the termination of the Category 1 Approval and a Category 2 Approval; and
- (n) the obligations of the Owner and Trade Waste Generator with respect to the payment of Trade Waste Charges and Trade Waste Fees; and
- (o) any other conditions considered by Council to be appropriate.

3.3.2 Category 3 Approvals

Both the Owner and the Trade Waste Generator (where the Owner is not the Trade Waste Generator) shall hold a Trade Waste approval in conjunction with the property owner and generator. Any changes to the property owner or generator shall void the current approval.

Category 3 Approvals are not transferable.

A Category 3 Approvals states the terms and conditions the holder of the Category 3 Approval shall observe to discharge Trade Waste to the Sewerage System. The terms and conditions of a Category 3 Approval may include, but are not limited to:

- (a) the quality of Trade Waste that may be discharged; and
- (b) the quantity of Trade Waste that may be discharged; and
- (c) the rate that Trade Waste may be discharge including the maximum instantaneous and maximum daily rates of discharge; and
- (d) the hours of the day and days of the week that Trade Waste may be discharged; and
- (e) the details of a self-regulation monitoring program including:

- I. the sampling point; and
 - II. the frequency of sampling; and
 - III. the method of sample collection and type of sample to be collected; and
 - IV. the analysis required; and
 - V. the methods of analysis; and
 - VI. the laboratory to be used; and
 - VII. the data transfer and availability to the Council; and
-
- (f) the type, design and location of flow measuring equipment and requirements for calibration; and
 - (g) the methods to be used for estimating data lost due to the failure of the sampling program or flow measurement instrumentation; and
 - (h) the provision for measuring and sampling the discharge of Trade Waste prior to its entry to the Sewerage System; and
 - (i) the pre-treatment processes to be used; and
 - (j) the conditions for maintenance and removal of waste from pre-treatment equipment including the frequency of cleaning and waste transporter to be sued; and
 - (k) the records to be kept concerning the cleaning and maintenance of pre-treatment equipment and disposal of waste; and
 - (l) the powers of Council to enter Premises in relation to any matter with regard to the control of Trade Waste; and
 - (m) the obligation of the Owner and the Trade Waste Generator concerning any variations to operation or treatment processes that may affect the quantity or quality of Trade Waste discharged including a change of business type; and
 - (n) the obligations of the Owner and the Trade Waste Generator on the termination of the Category 3 Approval by expiry, discontinuance of discharges, change of ownership or occupier, or non-compliance with conditions of the Category 3 Approval; and
 - (o) the obligation of the Owner and the Trade Waste Generator with respect to the payment of Trade Waste Charges and Trade Waste Fees; and
 - (p) penalties for non-compliance with the Category 3 Approval; and
 - (q) a force majeure clause; and
 - (r) the conditions under which a difference or dispute between Council, the Owner and the Trade Waste Generator which arises from the terms of the Category 3 Approval if not resolved may be submitted to arbitration; and
 - (s) any other conditions considered by Council to be appropriate.

3.3.3 Category 4 Approvals

Both the Owner and the Trade Waste Generator (where the Owner is not the Trade Waste Generator) shall hold a Trade Waste approval in conjunction with the property owner and generator. Any changes to the property owner or generator shall void the current approval.

Category 4 Approvals are not transferable.

A Category 4 Approvals states the terms and conditions the holder of the Category 4 Approval shall observe to discharge Trade Waste to the Sewerage System. The terms and conditions of a Category 4 Approval may include, but are not limited to:

- (a) the quality of Trade Waste that may be discharged; and
- (b) the quantity of Trade Waste that may be discharged; and
- (c) the rate that Trade Waste may be discharge including the maximum instantaneous and maximum daily rates of discharge; and
- (d) the hours of the day and days of the week that Trade Waste may be discharged; and
- (e) the details of a self-regulation monitoring program including:
 - I. the sampling point; and
 - II. the frequency of sampling; and
 - III. the method of sample collection and type of sample to be collected; and
 - IV. the analysis required; and
 - V. the methods of analysis; and
 - VI. the laboratory to be used; and
 - VII. the data transfer and availability to the Council; and
- (f) the type, design and location of flow measuring equipment and requirements for calibration; and
- (g) the methods to be used for estimating data lost due to the failure of the sampling program or flow measurement instrumentation; and
- (h) the provision for measuring and sampling the discharge of Trade Waste prior to its entry to the Sewerage System; and
- (i) the pre-treatment processes to be used; and
- (j) the conditions for maintenance and removal of waste from pre-treatment equipment including the frequency of cleaning and waste transporter to be sued; and
- (k) the records to be kept concerning the cleaning and maintenance of pre-treatment equipment and disposal of waste; and
- (l) the powers of Council to enter Premises in relation to any matter with regard to the control of Trade Waste; and
- (m) the obligation of the Owner and the Trade Waste Generator concerning

any variations to operation or treatment processes that may affect the quantity or quality of Trade Waste discharged including a change of business type; and

- (n) the obligations of the Owner and the Trade Waste Generator on the termination of the Category 4 Approval by expiry, discontinuance of discharges, change of ownership or occupier, or non-compliance with conditions of the Category 4 Approval; and
- (o) the obligation of the Owner and the Trade Waste Generator with respect to the payment of Trade Waste Charges and Trade Waste Fees; and
- (p) penalties for non-compliance with the Category 4 Approval; and
- (q) a force majeure clause; and
- (r) the conditions under which a difference or dispute between Council, the Owner and the Trade Waste Generator which arises from the terms of the Category 4 Approval if not resolved may be submitted to arbitration; and
- (s) any other conditions considered by Council to be appropriate.

3.3.4 Change to the Premises

The Owner of Premises the subject of a Trade Waste Approval shall notify the Council in writing within fourteen (14) days of any change to;

- Ownership or Lease,
- Change in the nature of Business/Trade conducted on the Premises,
- Alteration of the process involved in the generation of Trade Waste,
- Alteration of the methods of pre-treatment,
- Alteration/repairs/replacement of equipment,
- Closure of Business/Trade

When the Owner of Premises the subject of the Trade Waste Approval notifies the Council of a change to the Premises caused by the cessation of business, the Owner of the Premises shall also give Council verification that any pre-treatment apparatus, no longer being used, has been cleaned out or serviced within fourteen (14) days.

3.3.5 Suspension, Amendment or Cancellation of Trade Waste Approval

Grounds and procedures for suspending or canceling a Trade Waste Approval are specified in section 182 (Suspending or canceling trade waste approval) of the *Water Supply (Safety and Reliability) Act 2008*.

Terms and conditions of a Trade Waste Approval in respect of any matter occurring before the suspension or cancellation of the Trade Waste Approval, including the payment of Trade Waste Charges and Trade Waste Fees owing, shall continue to have force and effect after the termination of the Trade Waste Approval.

Grounds and procedures for amending a trade waste approval are defined in section 185 of that Act.

3.3.6 Penalties

Council may prosecute any person who commits a breach of certain provisions of both the *Water Supply (Safety and Reliability) Act 2008* or the *Environmental Protection Act 1994* and its subordinate legislation, or who refuses or neglects to comply with any specified directions or requirements of the Council pursuant to the legislation. Penalties are set out in the legislation and include substantial fines.

Council may recover the cost of repairing damage to the Sewerage System from a person causing damage to the Sewerage System by discharging a Prohibited Substance.

Continued non-compliance Council have the option to issue a PIN notice as per the *(Safety and Reliability) Act 2008*

4. GENERAL REQUIREMENT FOR TRADE WASTE GENERATORS

4.1 SEWER ADMISSION LIMITS

Any waste discharged to the Sewerage System shall comply with the Sewer Admission Limits unless otherwise specified in the Trade Waste Approval. The Sewer Admission Limits are subject to periodic review and are listed in Appendix 3.

Unless otherwise specified in the Trade Waste Approval the Sewer Admission Limits are absolute maximums. The dilution of Trade Waste with water to achieve compliance with the Sewer Admission Limits is prohibited.

Council requires that Trade Waste Generators implement waste minimization practices and install best practice pre-treatment processes to reduce both the volume and the contaminant load of Trade Waste discharged to the Sewerage System.

Council has obligations to avoid overflows from the Sewerage System and consequently will impose limits on the rate and timing of Trade Waste discharges.

Council may, at its discretion, negotiate with a Trade Waste Generator to accept the discharge of Trade Waste to the Sewerage System that exceeds the general limit parameters of the Sewer Admission Limits.

4.2 EFFLUENT IMPROVEMENT PROGRAMS

Where an agreement is made with a Category 3 Trade Waste Generator for the discharge of Trade Waste to the Sewerage System that exceeds the general limit parameters of the Sewer Admission Limits, Council may require the Trade Waste Generator to undertake an Effluent improvement program as a condition to the agreement. The Effluent improvement program shall be

provided to Council in writing by the Trade Waste Generator within a reasonable time period (as determined by Council in its absolute discretion) and shall (unless specified otherwise by Council) include:

- (a) a description of the Effluent quantity and quality; and
- (b) provision for monitoring and reporting waste quantity and quality; and
- (c) an examination of waste prevention and recycling options; and
- (d) an examination of options for the conservation of water; and
- (e) a program involving the development of waste reduction and pre-treatment aimed at reducing contaminant levels (an action program may be required, detailing expected outcomes, timelines and milestones); and
- (f) a report detailing a summary of achievements and options.

5. TRADE WASTE CHARGES AND TRADE WASTE FEES

5.1 *LEVYING OF CHARGES*

Trade Waste Charges and Trade Waste Fees are levied under Chapter 4 (Finances and Accountability) Section 92 (Types of rates and charges), Section 94 (Power to levy rates and charges) of the Local Government Act 2009.

Trade Waste Charges and Trade Waste Fees to be levied for the ensuing financial year shall be determined by Council resolution passed before or at the same time as the budget in any financial year.

Both the basis of calculation of Trade Waste Charges, and the existing Trade Waste Fees for the current financial year are available from Council on request.

Accounts for Trade Waste Charges may be issued annually, half yearly or quarterly. Accounts for the Trade Waste Charges shall be a debt due by the Owner of the Premises the subject of a Trade Waste Approval, and if not paid within the prescribed time after service of the demand, shall thereafter bear interest at such rate per centum per annum as shall be fixed by Council by resolution. The amount owing, including interest, shall be recoverable in the same manner as general rates and shall until paid be a charge on the Premises the subject of a Trade Waste Approval, and in addition may be recovered as a debt from any subsequent Owner of the Premises.

Council may issue accounts for Trade Waste Charges at any point during a financial year if requested by the Owner of Premises the subject of a Trade Waste Approval. The request may be made for special circumstances such as the closure of a business, sale of the Premises or change of management.

5.2 *APPLICATION FEES*

Application for approval to discharge Trade Waste shall be accompanied by the prescribed Application Fee.

5.3 TRADE WASTE CHARGES

Trade Waste is divided into 3 categories for charging purposes in accordance with **section 3.2** (Discharge categories)

Trade Waste Charges shall be levied as follows:

Category 1 Trade Waste

The Trade Waste charge for the discharge of Category 1 trade waste to the Sewerage System shall be the sum of: the Base Charge for Category 1 Trade Waste; and

- (a) the Conveyance and Treatment Charge for Category 1 Trade Waste which is calculated as follows:

C = V*k where

C is the Conveyance and Treatment Charge for the period of discharge in Australian dollars; and

V is the volume (kL), (as determined pursuant to **section 7.1**) of Category 1 Trade Waste discharged during the period of discharge; and

k is the unit charge rate (Australian \$/kL) determined by the Council in its annual budget as applicable to the period of discharge.

The unit charge rate, **k**, is based on the average cost of collection, treatment and disposal of the total wastewater flow to the Council's Sewage treatment plants, as determined by Council at its absolute discretion.

Category 2 Trade Waste

Trade Waste Charge for the discharge of Category 2 Trade Waste to the Sewerage System shall be the sum of:

- (a) the Base Charge for Category 2 Trade Waste; and
- (b) the Conveyance and Treatment Charge for Category 2 Trade Waste which is calculated as follows:

C = V*k where

C is the Conveyance and Treatment Charge for the period of discharge in Australian dollars; and

V is the volume (as determined pursuant to section 7.1) of Category 2 Trade Waste discharged during the period of discharge (kL); and

k is the unit charge rate determined by Council in its annual budget (\$/kL) as applicable to the period of discharge.

The unit charge rate, **k**, is based on the average cost of collection, treatment and disposal of the total wastewater flow to Council's Sewage treatment plants, as determined by Council at its absolute discretion.

Category 3 Trade Waste	The Trade Waste Charge for the discharge of Category 3 Trade Waste to the Sewerage System shall be the sum of: (a) the Base Charge for Category 3 Trade Waste; and (b) the Conveyance and Treatment Charge for Category 3 Trade Waste which is calculated as follows: C = V*a + V*n1*x1/1000 + V*n2*x2/1000 + where C is the Conveyance and Treatment Charge for the period of discharge in Australian dollars; and V is the volume (as determined pursuant to section 7.2) of Category 3 Trade Waste discharged during the period of discharge (kL); and a is the unit charge rate determined by Council in its annual budget (\$/kL) as applicable to the period of discharge; and n1, n2 are the unit charge rates determined by the Council in its annual budget for pollutants N1, N2 (\$/kg); and x1, x2 are the average concentrations of pollutions N1, N2 (mg/l); and N1, N2 are the pollutants to be charged for. The above formula shall be used to calculate charges for TSS, COD, Oil & Grease, THc, TKN and TP. Other pollutants are included if they exceed the Sewer Admission Limits.
Category 4 Trade Waste	The Trade Waste Charge for the discharge of Category 4 Trade Waste to the Sewerage System shall be the sum of: (a) The Base Charge for Category 4 Trade Waste; and (b) the Conveyance and Treatment Charge for Category 4 Trade Waste which is calculated as follows: C = V*a + V*n1*x1/1000 + V*n2*x2/1000 + where C is the Conveyance and Treatment Charge for the period of discharge in Australian dollars; and V is the volume (as determined pursuant to section 7.2) of Category 4 Trade Waste discharged during the period of discharge (kL); and a is the unit charge rate determined by Council in its annual budget (\$/kL) as applicable to the period of discharge; and

n_1 , n_2 are the unit charge rates determined by the Council in its annual budget for pollutants N_1 , N_2 (\$/kg); and

x_1 , x_2 are the average concentrations of pollutants N_1 , N_2 (mg/l); and

N_1 , N_2 are the pollutants to be charged for.

The above formula shall be used to calculate charges for TSS, COD, Oil & Grease, THc, TKN and TP.

Other pollutants are included if they exceed the Sewer Admission Limits.

5.4 EXCESS STRENGTH CHARGE

An additional Conveyance and Treatment Charge may apply where:

- (a) Council agrees to accept the discharge of Trade Waste to the Sewerage System which has properties in excess of those specified in the general limit parameters of the Sewer Admission Limits and the conditions of acceptance are defined in the Trade Waste Approval; or
- (b) a Trade Waste Generator discharges Trade Waste to the Sewerage System in excess of the limits specified in the Trade Waste Approval or the Sewer Admission Limits without approval to exceed the limits.
- (c) Category 4 approvals may be subject to excess strength contaminant charges.

The additional Conveyance and Treatment Charge shall apply to any non-complying parameter for the period of the discharge and shall be calculated as follows:

Charge (\$) = Actual kg pollutant – Approved kg pollutant x charge rate (\$/kg)

Where:

- (a) approved means the Sewer Admission Limits value or other negotiated value specified in the Trade Waste Approval.
- (b) charge rate Australian \$/kg as set by Council

The period of the additional Conveyance and Treatment Charge shall be the time period over which the Sewer Admission Limits or other negotiated limit specified in the Trade Waste Approval is considered to have been exceeded, based on the sampling frequency.

5.5 INSPECTION FEES

The Annual License Fee allows for routine inspections and compliance testing by Council.

The Trade Waste Generator may be charged an Inspection Fee where additional inspections and compliance testing (i.e. additional to anything covered by the Annual License Fee) is required because of non-compliance with the conditions of a Trade Waste Approval.

The Inspection Fee shall be based on the charge out rate (as determined by Council in its absolute discretion from time to time) for the relevant Council officers involved in conducting the additional inspections and include time spent on the Premises the subject of the Trade Waste Approval and the time spent traveling to and from the Premises and the time spent gathering information.

Alternatively, holders of a Trade Waste Approval may contract with Council to schedule, collect and analyse samples of wastewater in accordance with the conditions of the Trade Waste Approval and provide the results of the analysis and an explanation of the analysis to the holder of the Trade Waste Approval.

6. INSPECTION AND MONITORING

6.1 *INSPECTION OF PREMISES*

Council undertakes inspections to ensure compliance with this management plan and Trade Waste Approvals.

For the purpose of monitoring and auditing the conditions of discharge, Council may inspect all Premises the subject of a Trade Waste Approval.

Inspections may include, but are not limited to the following:

- a) checking chemical storage areas to ensure that they are properly banded and are not improperly connected to the Sewerage System; and
- b) checking that there are no illegal stormwater connections to the Trade Waste system or Sewerage System; and
- c) checking that there are no illegal Trade Waste connections to the Sewerage System or Stormwater Drainage and that there is no potential for Trade Waste to overflow improperly to the Sewerage System, Stormwater Drainage or waterways; and
- d) checking that pre-treatment facilities are regularly and properly serviced and standby equipment is available where necessary; and
- e) checking that monitoring of strength and flow is undertaken as required under the Trade Waste Approval; and
- f) assessing work practices to ensure that they do not result in a breach of the Trade Waste Approval or legislation; and
- g) Quality Analyses; and
- h) Collecting wastewater samples for:
 - i. waste type reclassification; and
 - ii. account calculation; and
 - iii. audit process; and
 - iv. Pre-treatment equipment evaluation

6.2 *TRADE WASTE MEASURING DEVICES (METERS)*

All Trade Waste Generators will install suitable measuring devices as approved by Mackay Regional Council, to all Trade Waste areas for accurate measurement of Trade Waste discharge to sewer.

All trade waste meters must be installed by an appropriately licensed plumber in accordance with the Plumbing and Drainage Act 2018 and the Plumbing and Drainage Regulation 2019.

NOTE: Meters and AMR devices may be purchased through Mackay Regional Council upon request.

Council may assume ownership of all trade waste meters after installation and be responsible for maintenance and replacement.

7. DETERMINATION OF DISCHARGE QUANTITY

In the absence of suitable¹ flow measuring devices the volume of Trade Waste discharged may be estimated from the total metered water consumption, less an allowance for domestic waste based on the amount determined by the Council in its annual budget (for the applicable period), or a pro rata calculation per toilet pedestal and an allowance for water consumed on the property based on a discharge factor. Council may apply either of the above methods of calculation at its sole and absolute discretion.

8. DETERMINATION OF DISCHARGE QUALITY

8.1 *CATEGORY 1 TRADE WASTE*

Quality Analyses of Category 1 Trade Waste discharges are required for compliance checks only. The Quality Analyses shall be performed by Council as part of its inspection and monitoring program. The cost of the Quality Analyses is included in the Annual License Fee.

Where additional inspection and testing of Category 1 Trade Waste discharges is required because of non-compliance with a Trade Waste Approval the Council shall charge the holder of the Category 1 Approval in accordance with **section 5.5** (Inspection Fees).

8.2 *CATEGORY 2 TRADE WASTE*

Quality Analyses of Category 2 Trade Waste discharges are required for compliance checks only. The Quality Analyses shall be performed by the Council as part of its inspection and monitoring program. The cost of the Quality Analyses is included in the Annual License Fee.

Where additional inspection and testing of Category 2 Trade Waste discharges is required because of non-compliance with a Trade Waste Approval Council shall charge the holder of the Category 2 Approval in accordance with **section 5.4** (Excess

¹ As indicated in section 6.3 it is encouraged to implement AMR devices

Strength Fees).

8.3 CATEGORY 3 & 4 TRADE WASTE

Quality Analyses for Category 3 & 4 Trade Waste are required for both charging and compliance purposes.

For charging purposes a system of self monitoring by the Trade Waste Generator shall be used to collect sufficient data to enable the average concentration of pollutants for the designated charging period to be calculated. Requirements for self-monitoring and auditing by the Council shall be specified in the Category 3 & 4 Approval. The Trade Waste Generator shall meet all costs of self-monitoring.

The Council shall inspect the Premises the subject of a Trade Waste Approval and collect and analyse samples of Category 3 & 4 Trade Waste discharges for overall assessment of compliance with the Sewer Admission Limits and the conditions of Category 3 & 4 Approval as part of its inspection and monitoring program. The cost of the Quality Analyses is included in the Annual License Fee.

Trade Waste approved generators with multiple trade waste pre-treatment apparatus' on site, may be subject to increased annual renewal fees due to extra monitoring samples required.

In instances where multiple businesses discharge to a shared trade waste pre-treatment apparatus the annual renewal fee will be reduced to reflect the monitoring samples required.

8.4 SAMPLE POINT

All sample points should be readily accessible for ease of sampling.

Arrestor trap installations and other pre-treatment devices on Premises discharging Trade Waste shall have a sample point provided externally.

9. PRE-TREATMENT PROCESS AND EQUIPMENT

Most Trade Waste customers require sufficient pre-treatment to ensure that contaminants, particularly solid, oils and greases, are discharged to sewer within sewer admission limits of the sewer system.

9.1 ARRESTORS

9.1.1 Arrestor Installations

Where arrestor installations are required to pre-treat waste before discharging to sewer, they must be of an approved design and capacity. Trade waste drainage and wastepipes are to be installed using trade waste approved materials (AS/NZS 3500.2:2018).

Maintenance and cleaning of arrestors shall be carried out at least every 3 months or by approval, within a specified time period complying with conditions of the trade waste approval and must be carried out by a waste

transporter licensed under the Environmental Protection Act 1994.

Applications for the extension of the minimum maintenance period may be lodged with Council.

Guidance on the sizing and installation of arrestors is available from:

- pre-treatment guidelines for trade waste discharges;
- the Standard Plumbing and Drainage Regulation 2003 sections 39 and 40;
- TW inspector;
- private hydraulic consultants.

9.1.2 Specifications for Arrestors

Where an Arrestor is required to pre-treat waste before its discharge to the Sewerage System the Arrestor shall be of an approved design and capacity.

Unless otherwise approved, all Arrestors shall:

- (a) not be less than 1,000 litres in capacity; and
- (b) be vented with a 100 mm diameter vent; and
- (c) have gas tight lids; and
- (d) be fitted with sample points with 100 mm diameter brass access covers on the inlet and outlet of the Arrestor; and
- (e) be provided with a hose tap fitted with a backflow prevention device (RPZD) within 6 metres of the Arrestor for cleaning purposes; and
- (f) have a capacity below the invert of the outlet of the Arrestor at least twice the total capacity of the appliances and fixtures connected to the Arrestor or, a larger capacity if required by the Council; and
- (g) have a distance from the top of the Arrestor to the outlet that is at least half the depth of the Arrestor below the outlet invert; and
- (h) have the outlet invert level of the Arrestor at least 50 mm below the inlet invert level; and
- (i) All trade waste fixtures will be fitted with Dry Basket Arrestors (DBA's) with a fixed secondary strainer, unless otherwise approved.
- (j) for guidelines for sizing of grease arrestors refer to *Appendix 5*.

The educt vent size of an approved above ground silt Arrestor may be reduced to a minimum diameter of 50 mm if the Arrestor is fitted with a 50 mm diameter outlet to the Sewerage System.

All concrete grease or silt Arrestors installed after 1 July 2006 are to be protected by an internal acid resistant protective coating that is:

- (a) installed:
 - (i) during the manufacture of the Arrestor; and

- (ii) prior to the delivery and installation of the Arrestor; and
- (b) comprised of:
 - (i) a spray-on protective coating; or
 - (ii) an epoxy protective coating; or
 - (iii) a liner made from a durable material.

9.1.3 Grease Arrestors

The use of solvents, enzymes, mutant bacteria, odour control agents or pesticides in grease Arrestor traps is prohibited unless specifically approved by the Council. Conditional approval may be given to allow a Trade Waste Generator to demonstrate to Council that the product to be used does not adversely impact on the Sewerage System.

Where it is intended that several Trade Waste Generators share the use of a grease Arrestor, the following information is required to be clearly tabled on the plan submitted with the application for approval:

- (a) the size of the grease Arrestor; and
- (b) details of the loading to be discharged by each Trade Waste Generator; and
- (c) the names of the businesses and shop numbers sharing the grease Arrestor.
- (d) Each business sharing a grease Arrestor must have a flow measuring device installed and maintained to the inlet of all Trade Waste areas for accurate measurement of all water entering Trade Waste areas.

Maintenance cleaning of grease Arrestors shall be carried out on a regular basis in accordance with conditions of the Trade Waste Approval by a waste transporter licensed under the *Environmental Protection Act 1994* and the *Environmental Protection Regulation 2008*.

Preference is for each individual tenancy to discharge to their own individual grease arrestor.

9.1.4 Oil Arrestors

Only "Quick Break Detergents" may be used on oil Arrestor installations. Maintenance cleaning of oil Arrestors shall be carried out on a regular basis in accordance with conditions of the Trade Waste Approval. Removal of oily waste shall be done by a waste transporter licensed under the *Environmental Protection Act 1994* and the *Environmental Protection Regulation 2019*. Appropriately sized mineral (petroleum) oil Arrestors for the treatment of oily wastewater will be approved in most circumstances. Acceptable methods include:

- (a) coalescing plate separators; and
- (b) membrane technology; and
- (c) dissolved air flotation (DAF); and

- (d) chemical precipitation; and
- (e) hydrocyclones; and
- (f) other approved apparatus or methods.

Each application will be assessed on the nature of the oily waste to be treated, the proposed treatment method and the site location. Council reserves the right to reject any application that it deems to have insufficient pre-treatment.

Premises previously fitted and approved with triple compartment oil Arrestors may continue to use this form of pre-treatment, provided that the maintenance cleaning of the Arrestors is carried out in accordance with the conditions of the Trade Waste Approval and the discharge quality limits are acceptable.

9.2 ENZYMES AND MUTANT BACTERIA IN PRE-TREATMENT SYSTEMS

9.2.1 Enzymes and Mutant Bacteria

Enzyme and mutant bacteria may be permitted for use in certain biological pre-treatment systems by way of a specific approval from Council. Conditional approval may be given to allow the Trade Waste Generator to demonstrate to Council that the product to be used does not adversely impact on the Sewerage System.

9.2.2 Genetically Modified Organisms ("GMOS")

The use of genetically modified organisms (GMOs) is regulated under the *Gene Technology Act 2000* (Commonwealth legislation) and *Gene Technology (Queensland) Act 2016*.

Any person wishing to discharge commercial products containing genetically modified organisms to the Sewerage System shall first obtain approval from the Gene Technology Regulator, Canberra for the release of organisms. If approval for the release is granted Council may then grant approval for the discharge of the products to the Sewerage System.

Laboratories and other facilities which culture, package or transport genetically modified organisms should have in place sufficient procedures and pre-treatment equipment to ensure that no live genetically modified organisms are discharged to the Sewerage System.

10. RESTRICTED SUBSTANCES

10.1 *MEDICAL, CLINICAL, BETERINARY AND INFECTIOUS WASTES*

Clinical and related waste should be managed in accordance with the requirements of the *Environmental Protection Regulation 2019*.

Solid wastes from any hospital, clinic, office or surgery of a medical or veterinary

facility or laboratory, convalescent or nursing home or health transport facility including, but not limited to, hypodermic needles, syringes, instruments, utensils, swabs, dressings, bandages, or any paper or plastic item of a disposable nature, or any portions of human or animal tissue shall not be discharged to the Sewerage System.

Infectious or hazardous wastes deemed to pose a threat to public health and safety shall not be discharged to the Sewerage System without the approval of Council as this waste may require treatment to render it non-infectious or non-hazardous prior to its discharge. If the waste is approved for discharge to the Sewerage System, Trade Waste Charges shall apply.

Discharging liquid wastes including faeces and body fluids to sewer from any hospital, clinic, office or surgery of a medical or veterinary facility or laboratory, convalescent or nursing home or health transport facility is permitted in accordance with the *National Guidelines for Waste Management in the Health Industry, 1999*, National Health and Medical Research Council.

10.2 CONTAINMENT OF TOXIC AND HAZARDOUS SUBSTANCES

Any potentially toxic or corrosive substances shall be stored in areas where leaks, spillages or overflows cannot be drained by gravity, or by any automated mechanical means to the Sewerage System or Stormwater Drainage. Any hazardous and dangerous goods will be stored as per the National Code of Practice [NHOHSC:2017(2001)] and Australian Standard 4332, 2004.

10.3 DISCHARGE FROM OPEN AREAS

The discharge of rainwater and stormwater to the Sewerage System is prohibited. The ingress of surface water from a potentially contaminated open area to the Sewerage System can cause severe operational problems to the Council. However, there may be circumstances when it is environmentally beneficial to accept these wastes to the Sewerage System under strict controls.

The discharge of surface water to the Sewerage System from any potentially contaminated open area that is raised or bunded may be considered by Council provided the quality and quantity requirements of this policy are met.

Trade Waste Approval is required to discharge surface water from a potentially contaminated open area.

Applicants should note that an approval to discharge surface water from a potentially contaminated open area is not an alternative to the appropriate management of polluted areas such as roofing or other methods to keep water away from the open area. Applicants shall demonstrate to Council that all appropriate measures to keep runoff water away from the potentially contaminated open area have been taken.

All applications for the discharge of surface water from a potentially contaminated open area to the Sewerage System shall have controls incorporated in the design that will, in the opinion of Council, ensure that:

- (a) all contaminated liquid waste is pumped to the Sewerage System at a rate acceptable to Council; and
- (b) all discharge to the Sewerage System ceases automatically after a

predetermined level of rainfall volume (mm) or intensity (mm/hr) to be set by Council; and

- (c) the “first flush” volume is collected and segregated during wet weather with additional runoff directed to the Stormwater Drainage; and
- (d) the “first flush” volume collected is pumped to the Sewerage System, after any necessary pre-treatment and no sooner than 1 hour after the rain stops; and
- (e) a suitable device to determine the flow and volume of the discharge to the Sewerage System is installed; and
- (f) that no activity occurs on the open area during rain periods or the contents of the holding tank have been treated and reduced to normal working levels.
- (g) New installations of first flush diversion valves is prohibited.
- (h) Faulty first flush diversion valves must not be repaired and must be replaced with demand driven diversion valves.
- (i) Installations of all types of diversion valves will only be approved in instances where a roof cannot be installed to achieve the correct overhang. (4:1)

If the discharge of surface water from a potentially contaminated open area is approved for discharge to the Sewerage System, Trade Waste Charges and Trade Waste Fees shall apply.

10.4 REMOVAL OF LIQUID AND SLUDGE WASTE FROM PREMISES

10.4.1 Liquid and Sludge Waste

Removing Regulated Waste from Premises shall only be carried out by waste transporters licensed in accordance with the *Environmental Protection Act 1994* and the *Environmental Protection Regulation 2008* and transported, stored, treated or disposed of in accordance with the requirements of the *Environmental Protection Regulation 2008*.

No person shall discharge or cause to be discharged directly or indirectly to the Sewerage System, wastes from any waste transport vehicle without Council's approval through the issue of a Trade Waste Approval.

Removing and disposing of septic tank waste, portable toilet waste shall only be done by a licensed waste transporter. Such waste may be disposed of at Council's Wastewater treatment plant.

Waste from grease and oil Arrestors, other than treated Effluent from installations approved under **section 9.1.1** (Arrestor installations), shall not be discharged to the Sewerage System. Such wastes shall be disposed of in a manner or at a site approved in accordance with requirements of the *Environmental Protection Act 1994*, the *Environmental Protection Regulation 2008*.

All waste transporters shall comply with Council's waste tracking requirements to account for all waste collected and disposed of within or outside the Council's local government area.

The following requirements must be adhered to.

- All service reports must be supplied to Council's Trade Waste Dept. On a monthly basis or more frequently if required.
- Customers must be advised immediately after each service.
- All trade waste pre-treatment apparatus' must be serviced in accordance with manufacturer specifications.
- All waste, including sludge, must be removed from each individual pre-treatment apparatus.

Advice on disposal options for liquid waste may be obtained from:

Mackay Regional Council

PO Box 41

Mackay QLD 4740

Telephone: 1300 MACKAY (622 529)

10.4.2 Landfill Leachate and Disposal Facility Wastewater

Leachate from landfill sites and wastewater from waste treatment disposal facilities constitutes Trade Waste and may not be discharged to the Sewerage System without approval through the issue of a Trade Waste Approval.

Trade Waste Charges and Trade Waste Fees shall apply for the disposal of this Trade Waste.

10.5 WASTE FOOD DISPOSAL UNITS

Waste food disposal units such as garbage grinders and sink-to-sewer disposal units, are not approved as they place additional burden on Council's sewerage infrastructure. As a result, waste food disposal units are no longer approved by the Council.

11. DISCRETIONARY POWER

Notwithstanding the provisions of this policy, given the complexity of many industrial wastes and the need to protect the Sewerage System, staff and the environment:

- (a) acceptance of any Trade Waste to the Sewerage System will always be at the discretion of Council; and
- (b) Council reserves all of its rights and powers under any legislation with respect to its ability to affect a suspension or cancellation of any Trade Waste Approval.

Council will be without any liability to the Owner or Trade Waste Generator for any losses or damage suffered or incurred by the Owner or Trade Waste Generator because of any refusal to accept Trade Waste and any suspension or cancellation of a Trade Waste Approval.

12. FORCE MAJEURE

In addition to section 11 (Discretionary Power), if at any time the ability of Council to accept Trade Waste to the Sewerage System is interfered with or prevented directly or indirectly due to force majeure, the Council may suspend the approval to discharge Trade Waste under Trade Waste Approvals either wholly or partly for the period of such inability without any liability to the Owner or Trade Waste Generator whatsoever for any losses or damage suffered or incurred by the Owner or Trade Waste Generator whatsoever.

APPENDIX 1 – RELEVANT LEGISLATION

SELECTED LEGISLATION RELEVANT TO TRADE WASTE

- *Environmental Protection Act 1994*
- *Environmental Protection Regulation 2019*
- *Environmental Protection (Water) Policy 2009*
- *Gene Technology (Queensland) Act 2016*
- *Gene Technology Act 2000 (Cwth)*
- *Local Government Act 2009*
- *Planning Act 2016*
- *Plumbing and Drainage Act 2018*
- *Plumbing and Drainage Regulation 2019*
- *Radiation Safety Act 1999*
- *Radiation Safety Regulation 2021*
- *Water Act 2000*
- *Water Supply (Safety and Reliability) Act 2008*
- *Council Local Laws*

APPENDIX 2 – MACKAY REGIONAL COUNCIL – SEWER ADMISSION LIMITS

The upper limits for the quality of Trade Waste discharged to the Sewerage System for all categories are set out below. These admission limits shall apply from 1 July 2006. They are subject to periodic review.

GENERAL LIMITS

Parameter	Concentration mg/L except*
Temperature *	<38 ⁰
pH*	6-10
Chemical Oxygen Demand (COD) +	1200 Food Preparation 600 Mechanical Workshop
Total Organic Carbon (TOC) +	900
Total Suspended Solids (TSS) +	600 Food Preparation 300 Mechanical Workshop
Total Dissolved Solids (TDS)	10000
Total Oil and Grease (for food outlets)	200
Total Hydrocarbons (for industry)	30
Gross Solids*	Non-faecal gross solids shall have a minimum linear dimension of less than 20 mm and a quiescent settling volume of less than 3m/hr.
Colour*	Limited such as not to give any discernible colour in treatment works discharge.
Odour*	Not detectable in 1% dilution or causing an odour problem in the Sewerage System.
Chlorine (as Cl ₂)	10
Sulphate (as SO ₄)	1,000
Sulphite (as SO ₂)	50
Surfactants – Anionic	100
Aluminium (as Al)	100
Iron (as Fe)	100
Ammonia plus ammonium ion (as N)	100
Total Kjeldahl Nitrogen (asN)	150
Phosphorus (Total P)	50
Manganese (as Mn)	100

+ the total mass load and the capacity of the Sewerage System to accept the load shall be considered for each application.

Council may in some circumstances accept waste containing higher concentrations. Additional Conveyance and Treatment Charges for treatment will apply.

PROHIBITED DISCHARGES

The following are prohibited discharges:

- (a) flammable/explosive substances*; and
- (b) radioactive substances; and
- (c) pathological and infectious waste; and
- (d) cytotoxic waste; and
- (e) genetically engineered organisms; and
- (f) rainwater and uncontaminated water

* Where such substances are present, the Trade Waste Generator will be required to demonstrate to the satisfaction of the local sewerage authority that there is no possibility of explosion or fires occurring in the Sewerage System.

Note: Sewer connections to fuel dispensing areas, flammable and dangerous goods stores will not be permitted.

In all cases the discharge shall not exceed 10% of the lower explosive limit at 25°C.

SPECIFIC LIMITS – INORGANIC

Parameter	Concentration mg/L
Boron (B)	100
Bromine (Br ₂)	10
Fluoride (F)	30
Cyanide (CN)	5
Ferrocyanide (Fe(CN) ₆)	50
Sulphide (S)	5

SPECIFIC LIMITS – METALS

Parameter	Concentration mg/L	Maximum Mass Load g/day(++)
Arsenic (As)	5	15
Barium (Ba)	20	60
Cadmium (Cd)	2	6
Chromium (Cr) - Total	20	(#)60
- Hexavalent	10	
Cobalt (Co)	10	30
Copper (Cu)	10	30
Lead (Pb)	10	30

Mercury (Hg)	0.005	0.015
Nickel (Ni)	10	30
Selenium (Se)	5	15
Silver (Ag) Tin (Sn)	5	15
	10	30
Zinc (Zn)	10	30

(++) Either the concentration or mass load method may be utilized, however, once the mass load is exceeded, only the concentration method is to be used. Mass load is based on discharge volume of 3kL/day.

(#) When considering daily mass load discharges, Council's inspectors should ensure that Trade Waste Generators reduce hexavalent chromium to trivalent chromium.

SPECIFIC LIMITS – ORGANIC

Council may request specific demonstrable evidence based on degradability and toxicity concerning substances listed below.

Parameter	Concentration mg/L
Formaldehyde (HCHO)	50
Phenolic compounds (as Phenol)	100
Pentachlorophenol	5
Petroleum hydrocarbon (non-flammable)	30
Halogenated Aromatic Hydrocarbons (HAH)	0.002
- Polychlorinated biphenyls (PCB)	0.002
- Polybrominated biphenyls (PBB)	0.002
Polynuclear Aromatic Hydrocarbons (PAH)	5
Pesticides	
* General (insecticides/herbicides/fungicides)	1.0
* Organophosphates	0.05
➤ Azinphos-methyl	
➤ Azinphos-ethyl	
➤ Coumaphos	
➤ Demeton	
➤ Dichlorvos	
➤ Dimethoate	
➤ Disulfoton	
➤ Fenitrothion	
➤ Fenthion	
➤ Malathion	
➤ Methamidophos	
➤ Mevinphos	
➤ Omethoate	
➤ Oxydemeton-methyl	
➤ Parathion	
➤ Triazophos	

PFAS

Per and poly-fluoro alkyl substances (PFAS) are prohibited.

Trade waste customers are responsible for managing PFAS in trade waste and are encouraged to raise any queries about the availability of PFAS-containing trade waste.

Key industries with the potential to be significant sources of PFAS in trade waste include

- airport operations
- landfill operations
- liquid waste collection and treatment operations (including tanker operations)
- aerospace, aviation and defence manufacturers and processors, metal manufacturers and processors
- textile manufacturers and processors
- paper manufacturers and processors
- chemical manufacturers and processors
- vehicle manufacturers
- car retailers, car detailers and car washes
- commercial laundries and dry cleaners

Where potentially significant sources of PFAS are identified, Council will aim to work with affected customers to ensure trade waste discharge is consistent with the customer's trade waste agreement and Council's trade waste management policy. For significant or complex issues, it is likely that customers will need to seek professional advice from a consultant with specific expertise in PFAS management.

The risk of accidental PFAS contamination events, discharging significantly elevated levels of PFAS in the wastewater system, is not covered by the MRC routine control measures. Consequently, Council requires all trade waste customers who use or generate substances high in PFAS, such as fume suppressants, firefighting foam concentrate, foam and associated fire waters, to have measures in place to prevent these substances entering the wastewater system. A range of enforcement measures are employed to ensure compliance with these conditions, such as unannounced site visits and effluent sampling.

Council also, recognises that not all emitters of PFAS contamination hold trade waste licenses. Council will work with its customers, experts and regulators to identify risks associated with accidental PFAS contamination events and ensure measures are implemented to anticipate and manage any issues in this regard.

OTHER SUBSTANCES

Any substance not listed in the above tables is a prohibited discharge and may not be discharged without the prior approval of Council. Council may request specific demonstrable evidence based on degradability and toxicity for any substance when assessing its acceptance to the Sewerage System.

APPENDIX 3 – GUIDELINES FOR SIZING GREASE ARRESTORS

The capacity of a grease arrestor may be calculated from the following capacity allowances for various fixtures and fittings in commercial premises:-

Fixture/Fitting	Capacity (litres)
Commercial kitchen sink	140
Double bowl or pot sink	280
Basin	30
Water heated baine marie	40
Dishwasher	
- small (under bench)	400
- medium (upright)	800
- large (more than one outlet)	1200
Potato peeler	
- small (bench)	100
- medium (upright)	200
- large	400
Steamer/Hydrotherm/Boiling pots/stock pots	100
Combi Oven	
	100
Wok burner (Per Burner)	140
Waterless Wok Unit	140
Mixing bowl	140
Glass washers	200

11.2.6. FOOTPATH TRADING AND STRUCTURES POLICY

Author	Senior Governance Officer (Pam Currell)
Responsible Officer	Acting Director Organisational Capability and Risk (Chris Molyneaux)
File Reference	{file-number}

Attachments

1. COU092 Footpath Trading & Structures Policy [**11.2.6.1** - 73 pages]

Purpose

To present the Footpath Trading and Structures policy for rescission as it is no longer required.

Related Parties

There are no identified related parties.

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

The Footpath Trading and Structures Policy was originally implemented to establish clear requirements for the orderly management of footpath trading and structures. Its purpose was to ensure footpaths remained accessible, safe and visually appropriate, while supporting active street frontages and placemaking outcomes within the City Centre and other designated areas. The policy sought to balance the operational needs of traders with public amenity, safety and the overall presentation of shared community spaces.

The policy no longer provides additional value, as the regulation, assessment and management of footpath trading activities are now governed by Mackay Regional Council's Local and Subordinate Local Laws, supported by the Footpath Trading and Structures Guideline. These instruments comprehensively address requirements relating to access, safety, amenity and design, and provide clear, enforceable standards for footpath trading approvals.

As the matters previously addressed by the policy are now fully captured within existing laws and guidelines, the policy is redundant. Retaining it duplicates regulatory guidance without contributing additional oversight or clarity.

Accordingly, rescission of the Footpath Trading and Structures Policy is recommended, as management and approval of footpath trading activities can continue to be effectively and consistently administered through Council's legislative framework and supporting guidelines.

As this policy is recommended for rescission, the Policy has not been reviewed as per the normal policy review process.

Consultation and Communication

As part of the review, consultation was undertaken with the relevant stakeholders, including responsible associated program Executive Manager, ELT and legal counsel.

Copies of the policy were distributed to Councillors which were subsequently briefed on 11 February 2026.

Resource Implications

The implementation or rescission of this policy will not require additional resources beyond those currently budgeted.

Risk Management Implications

Rescinding the Footpath Trading and Structures Policy is considered to carry minimal risk, as all regulatory requirements for footpath trading and structures are comprehensively governed by Mackay Regional Council's Local and Subordinate Local Laws and the supporting Footpath Trading and Structures Guideline.

These frameworks ensure that standards relating to safety, accessibility, and amenity will continue to be upheld, and the approval process remains robust and consistent. Ongoing compliance monitoring and enforcement mechanisms within the existing legislative framework further reduce the likelihood of regulatory gaps or operational disruptions, maintaining the integrity of public spaces and supporting effective management of trading activities.

Conclusion

That Council recommend rescinding COU092 – Footpath Trading and Structures.

Officer's Recommendation

THAT Council rescinds COU092 – Footpath Trading and Structures Policy.

Council Resolution ORD-2026-17

THAT Council rescinds COU092 – Footpath Trading and Structures Policy.

Moved Cr Hassan

Seconded Cr May

CARRIED 5/5

As the vote was equal, Mayor Williamson exercised his casting vote and the motion was carried. Voting then recorded as:

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa and Cr Paton (also Cr Williamson's casting vote)

Against: Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae and Cr Baker

COUNCIL POLICY

FOOTPATH TRADING AND STRUCTURES

Program: Health & Regulatory Services
Date of Adoption: 26 October 2022
Resolution Number: ORD-2022-309
Review Date: 26 October 2025

Scope

The “*Footpath Trading and Structures Policy*” applies to footpath trading activities and structures on footpaths in the road reserve within street orientated centres and approved commercial activities within the Mackay Regional Council area.

Objective

The policy provides for the orderly establishment and management of footpath trading and structures in the Mackay Regional Council area.

The purpose of this policy is to:

- provide a “one-stop shop” for the requirements of establishing footpath trading and structures used in conjunction with associated and approved indoor premises only;
- specify objectives and performance criteria for footpath trading and structures to ensure access, safety and amenity of public footpaths is maintained, while facilitating active and lively street frontages;
- promote a high quality visual environment to ensure footpath trading and structures are compatible with other community use of the footpath and contributes to the amenity of adjacent properties;
- ensure that proposed footpath trading and structures do not adversely impact upon the amenity of adjacent landowners and that management measures are implemented to mitigate such impacts; and
- ensure that proposed structures do not visually impact on heritage buildings. Proposed structures respect and complement the architectural significance and streetscape presence of a heritage building.

Policy Statement

This policy provides the requirements and processes for establishing footpath trading and structures. Council is endeavouring to fulfil its obligations to the broader community by accommodating the needs of business.

This process to remain in force until otherwise determined
 by Mackay Regional Council

COUNCIL POLICY

FOOTPATH TRADING AND STRUCTURES

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COUNCIL POLICY**FOOTPATH TRADING AND STRUCTURES****1.0 Principles**

There has been an increased interest in establishing footpath trading and structures, particularly within the Mackay City Centre. Given Council's desire to revitalise the City Centre and encourage placemaking in other centres through increased activation of the public realm, it is essential to provide a straightforward and holistic document that includes guidance on the requirements for, and a consistent approach to, footpath trading and structures. A footpath trading and structures policy guideline has been prepared to provide further background on the application process for footpath trading and structures and design requirements to support this policy.

The policy is in line with Council's overall vision for centre placemaking and the revitalisation of the Mackay City Centre to invigorate the City Centre into a vibrant, attractive, modern and accessible community hub that supports investment and inner city living - as part of a city that is a place to live, learn, earn and play.

The purpose of this policy is not to replace any overarching regulatory instruments, referenced in section 3.0 of this policy, relating to footpath trading and structures.

For all requirements and criteria of this policy relating to the assessment and applications process of footpath trading and structures, refer to the Footpath Trading and Structures Policy Guideline document. The requirements and criteria contained in the policy guideline are referenced from the relevant overarching regulatory instruments and therefore assessment under this policy is an assessment under these relevant overarching regulatory instruments.

In an instance where a proposal, or an element of a proposal, has a discrepancy with the requirements of this policy, the relevant overarching regulatory instrument(s) will prevail in determining the outcome.

Any infringement, enforcement or compliance issues relating to the requirements and criteria of the Footpath Trading and Structures Policy Guideline will be dealt with in accordance with the relevant overarching regulatory instrument.

Footpath trading activities and structures located on a designated State controlled road will require separate assessment and approval under a Road Corridor Permit from the Department of Transport and Main Roads - see Section 5 of the Footpath Trading and Structures Policy Guidelines for further details.

1.1 Footpath Structures

Proposals for footpath structures will only be considered where the footpath structure is associated with an existing or proposed footpath trading activity involving footpath dining and is required for the purpose of providing weather protection.

The landowner will be required to hold a separate approval from Council where a footpath structure is proposed to occupy an area within the road reserve. The landowner will be required to enter into a Deed of Agreement with Council to formalise that approval. Considerations as part of the Deed shall include maintenance access to the footpath as well as requirements for maintenance

COUNCIL POLICY

FOOTPATH TRADING AND STRUCTURES

of an access to utilities owned and operated by both Council and other service providers including clearance to assets requirements from foundation works.

The Deed of Agreement puts sole responsibility on the landowner for the structure's management, maintenance, public liability and removal.

The Deed of Agreement must be signed prior to the approval of the Footpath Structure application.

1.2 Heritage considerations for freestanding footpath structures in front of a Local or State Heritage Place

This policy applies to freestanding footpath structures within a road reserve that are located in front of a building that is identified as a Local or State Heritage Place (Heritage Place).

The applicant must demonstrate compliance with the heritage assessment criteria contained within the Footpath Trading and Structures Policy Guideline.

Council has the right to refuse a freestanding footpath structure within the road reserve that is located in front of or adjacent to a Heritage Place, despite meeting other criteria.

Footpath structures that are attached to or sited on a Heritage Place cannot be assessed under this policy and will be assessed against the heritage requirements contained in either the Mackay Region Planning Scheme or Mackay Waterfront PDA development scheme (whichever is relevant to the subject site).

2.0 Complaints

Any complaints in relation to a decision or a service relating from this policy will be assessed and managed in accordance with MRC's Administrative Action Complaints Policy, a copy of which can be found on MRC's website.

When an individual feels that they are the subject of MRC's failure to act compatibly with human rights, they can make a complaint directly to MRC. These complaints will be assessed against the Human Rights Act 2019.

Complaints may be made as following:

In writing to
Chief Executive Officer
Mackay Regional Council
PO Box 41
MACKAY QLD 4740

Via Email - complaints@mackay.qld.gov.au

In person at the following Council Client Services Centres:

- MRC Mackay Office – 73 Gordon Street, Mackay

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FOOTPATH TRADING AND STRUCTURES

- MRC Sarina Office – 65 Broad Street, Sarina
- MRC Mirani Council Office – 20 Victoria Street, Mirani

3.0 Definitions

To assist in interpretation the following definitions shall apply:

Active and lively street frontages shall mean streets that house highly active non-residential uses that create the greatest degree of pedestrian activity and interaction and which are mostly accommodated in small individual tenancies with narrow building frontages, such as shops, restaurants and cafes.

Amenity shall mean the qualities of a location in regard to noise, vibration, dust, odour, air quality, lighting, daylight, glare, breezes and shade, freedom from hazard or risk of threats to health and well-being of occupants, and the uninterrupted ability to use and enjoy the land for the purpose it was designed, that may be affected by the level, time and duration of activities on nearby sites or the impacts of natural hazards, including spatial and temporal impacts.

Centres and approved commercial activities shall mean:

- Mackay City Centre;
- Sarina Major centre (Broad Street and Central Street);
- North Mackay District centre (Evans Avenue and Palmer Street);
- Fourways District centre (Bridge Road and Nebo Road – West Mackay);
- Walkerston District centre (Dutton Street);
- Local centres and Neighbourhood centres with street orientated development;
- street orientated commercial activities within Townships;
- any existing or future centre that establishes street orientated development.

Footpath shall mean the section of the road reserve between the property boundary (front boundary) and the face of the kerb.

Footpath trading shall mean the use of public footpaths for commercial purposes, and include activities such as footpath dining, display of goods, busking or temporary events (such as street events, charity events and the like). Footpath activities may involve the placement of signs, clothes racks, tables, chairs, and ancillary equipment such as umbrellas, planter boxes, removable barriers and retractable screens.

Footpath structures shall mean awnings over a pedestrian footpath that is either attached to or detached from a building.

State or Local Heritage Place shall mean a building/s and/or site identified as being of local or State heritage significance.

Mackay Regional Council area shall mean the Mackay Regional Council local government area.

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FOOTPATH TRADING AND STRUCTURES

Placemaking shall mean the collaborative process of making and enhancing characteristic, diverse, vibrant and resilient places that are valued by the community and admired by visitors, which involves a holistic, multi-disciplinary approach to planning, design and development of places.

Professional (independent) certification shall mean assessment and certification of compliance with the heritage assessment criteria contained within the Footpath Trading and Structures Policy Guideline by an independent heritage professional.

Public realm shall mean any publicly accessible streets, pathways, cross-block links, arcades, plazas, parks, open spaces and any public and civic building and facilities.

Street orientated shall mean buildings with a 0m lot alignment to the front boundary.

4.0 Review of Policy

This policy will be reviewed when any of the following occur:

- The related documents are amended or replaced.
- Other circumstances as determined from time to time by a resolution of Council.

Notwithstanding the above, this policy is to be reviewed at intervals of no more than three (3) years.

5.0 Reference

- *Building Act 1975*;
 - the Queensland Development Code (Building Code).
- *Disability Discrimination Act 1992*;
- *Food Act 2006*;
- *Queensland Heritage Act 1992*;
- *Planning Act 2016*;
 - Mackay Region Planning Scheme;
- *Local Government Act 2009*;
 - Local Law No.1 (Administration) 2011:
 - Subordinate Local Law 1.1 Alteration or Improvement to Local Government Controlled Areas and Roads 2011;
 - Subordinate Local Law 1.2 Commercial Use of Local Government Areas & Roads 2011;
 - Subordinate Local Law 1.4 Installation of Advertising Devices 2011;
 - Subordinate Local Law 1.12 Operation of Temporary Entertainment Events 2011;
 - Subordinate Local Law 1.14 Undertaking Regulated Activities on Local Government Areas & Roads 2011;
 - Local Law No.3 and Subordinate Local Law 3

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FOOTPATH TRADING AND STRUCTURES

- Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) and Subordinate Local Law 4 Local Government Controlled Areas, Facilities and Roads 2011; and
- Local Law No.5 (Parking) and Subordinate Local Law 5 Parking 2011.

6.0 Attachments

- Footpath Trading and Structures Policy Guideline – February 2022

Version Control:

Version	Reason / Trigger	Change	Adopted / Reviewed	Date
1	New Policy		Council	16.12.15
2	Review of Policy	Minor amendments	Council	25.10.17
3	Review of Policy		Council	26.10.22



Footpath Trading and Structures Policy Guideline

July 2022



DISCLAIMER

This Footpath Trading and Structures Policy Guideline (the policy guideline) forms part of the urban and public realm planning initiatives for street orientated centres and activities within the Mackay region.

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Any requests for information or details regarding this document can be made to Mackay Regional Council.

Council reserves the right to accept, reject or alter the policy guideline provisions, criteria, figures, tables, images and recommendations based on further information, consultation, legislative changes and investigations.

This document is intended to provide a resource for the establishment of footpath trading and structures. The provisions, criteria, figures, tables and recommendations of this policy guideline do not replace, but reflect the relevant overarching regulatory instruments relating to footpath trading and structures.

The relevant overarching regulatory instrument(s) will prevail in the case of any discrepancy with the requirements of this policy guideline.

VERSION 2 - JULY 2022

FOOTPATH TRADING AND STRUCTURES POLICY GUIDELINE

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SECTION 1

OVERVIEW

The Footpath Trading and Structures Policy has been developed to provide a framework for the orderly establishment and management of footpath trading and structures in the Mackay Regional Council area. Although footpath trading is supported in principle, it is provided at Council's discretion.

Business should not assume any rights to extend a business onto the footpath, and any permit issued by Council should not be considered as a saleable commodity.

The policy guideline is in line with Council's overall vision for centre placemaking and the revitalisation of the Mackay City Centre to invigorate the City Centre into a vibrant, attractive, modern and accessible community hub that supports investment and inner city living - as part of a city that is a place to live, learn, earn and play.

This policy guideline provides the requirements and processes for establishing footpath trading and structures. This policy acknowledges that there will be times when it will not be possible for businesses to use the footpath in the way that they would like. Council is endeavouring to fulfil its obligations to the broader community by accommodating the needs of business.

The purpose of this policy guideline is to:

- provide a "one-stop shop" for the requirements of establishing footpath trading and structures used in conjunction with associated and approved indoor premises only;
- specify objectives and performance criteria for footpath trading and structures to ensure access, safety and amenity of public footpaths is maintained, while facilitating active and lively street frontages;
- promote a high quality visual environment to ensure
- footpath trading and structures are compatible with other community use of the footpath and contributes to the amenity of adjacent properties;
- ensure that proposed footpath trading and structures do not adversely impact upon the amenity of adjacent landowners and that management measures are implemented to mitigate such impacts; and

- ensure that proposed structures do not visually impact on heritage buildings. Proposed structures respect and complement the architectural significance and streetscape presence of a heritage building.

The purpose of this policy guideline is not to replace any overarching regulatory instruments relating to footpath trading and structures. In an instance where a proposal, or an element of a proposal, has a discrepancy with the requirements of this policy guideline, the relevant overarching regulatory instrument(s) will prevail in determining the outcome.

This document is part of an integrated approach to centres planning, which includes urban planning, public realm, integrated transport, economic and revitalisation initiatives.

Geographic application of this policy This policy applies to street orientated (meaning buildings with alignment to the front boundary (or close to) - 0m lot alignment) centres and approved commercial activities within the Mackay Regional Council area.

These include:

- Mackay City Centre;
- Sarina Major centre (Broad Street and Central Street);
- North Mackay District centre (Evans Avenue and Palmer Street);
- Fourways District centre (Bridge Road and Nebo Road - West Mackay);
- Walkerston District centre (Dutton Street);
- Local centres and Neighbourhood centres with street orientated development;
- street orientated commercial activities within Townships;
- any existing or future centre that establishes street orientated development.

For all other centres and commercial activities without street orientated development, any proposed outdoor trading and associated structures on private land that is greater than minor works (as defined by the planning scheme) will be assessed under the planning scheme and not this policy guideline.

1.1 Vision

Mackay is the regional centre for the broader Mackay Isaac Whitsunday region, and is a significant regional capital for commercial, residential, business, health, educational and industrial services in northern Australia. Council is committed to increasing the liveability of the region and the diversification of its economy to create a vibrant, diversified and sustainable city and region for future generations.

Council's vision is to create and maintain vibrant, diverse, dynamic, economically viable and pedestrian friendly centres that enhances and celebrates the unique sense of character, identity and experience of street orientated centres and businesses within the Mackay region.

DYNAMIC AND VIBRANT CENTRES

- Create and maintain a streetscape that is functional, practical, comfortable and convenient.
- Create and maintain a streetscape that is vibrant, interesting and inspiring.
- Create and maintain a streetscape that incorporates, and is responsive to, views and vistas of built and natural features.

PEDESTRIAN FRIENDLY CENTRES

- Create and maintain a streetscape that is comfortable, enjoyable, healthy and safe for people of all ages and levels of ability.
- Create opportunities for people to enjoy and experience Mackay's relaxed and pleasant tropical climate and lifestyle.

DIVERSE AND ECONOMICALLY VIABLE CENTRES

- Create and maintain a streetscape that supports and compliments the variety of commercial land use activities within centres.
- Create a vibrant, diverse and active streetscape setting that facilitates, supports and encourages economic growth and development.

CENTRES WITH A POINT OF DIFFERENCE

- Create and maintain a streetscape that enhances and accommodates the region's unique tropical lifestyle where streets provide outdoor living and recreation spaces.
- Create and maintain a streetscape that is distinctive by capitalising on the region's unique natural environment and heritage.
- Create and maintain a streetscape that offers a unique, enjoyable and memorable pedestrian experience where people want to visit and stay longer.



1.2 Aims and objectives

Council's footpath aims and objectives are:

- Promote a vibrant and diverse street life which balances the interests and needs of businesses, residents, landowners and visitors to centres.
- Regulate and control the placement of objects, both temporary and permanent on footpaths to achieve fairness and consistency between traders in the use of footpaths.
- Facilitate, support and encourage economic growth and development that enhances the streetscape setting and character.
- Ensure:
 - + safe and unobstructed passage for pedestrians, in particular those who may be physically or vision impaired;
 - + safe and unobstructed vision for motorists and cyclists; and
 - + limited impact on amenity, heritage value and the streetscape that characterises the area.

1.3 Overarching statutory instruments

This policy guideline applies to all roads (as defined by the Local Government Act 2009) within the Mackay Regional Council area.

This policy guideline is a supporting document to those matters that regulate the commercial use of roads and structures within the road reserve, more specifically, footpath trading and structures.

The commercial uses regulated under this policy include activities carried out on a road (including a footpath) or local government controlled area such as:

- soliciting or carrying on the supply of goods and services for profit (e.g. footpath dining);
- installing, erecting or displaying of advertisements or signs that are visible from the road;
- making alterations or improvements to local government controlled areas and roads; and
- the holding of a public place activity that has been prescribed under a Subordinate Local Law or Planning Scheme, for example, erecting an awning over a footpath.

The following overarching regulatory instruments govern footpath trading and structures within the road reserve:

- Building Act 1975:
 - + The Queensland Development Code (Building Act 1975) in relation to building matters and building over or near relevant infrastructure;
- Disability Discrimination Act 1992;
- Food Act 2006;
- Queensland Heritage Act 1992;
- Planning Act 2016 - the planning scheme in relation to heritage matters;
- Economic Development Act 2012 - the PDA development scheme in relation to heritage mappers
- Local Government Act 2009:
 - + Local Law No.1 (Administration) 2011:
 - Subordinate Local Law 1.1 2011 Alteration or Improvement to Local Government Controlled Areas and Roads;
 - Subordinate Local Law 1.2 Commercial Use of Local Government Areas & Roads;
 - Subordinate Local Law 1.4 Installation of Advertising Devices;
 - Subordinate Local Law 1.12 Operation of Temporary Entertainment Events;
 - Subordinate Local Law 1.14 Undertaking Regulated Activities on Local Government Areas & Roads;
 - + Local Law No.4 and Subordinate Local Law 4 Local Government Controlled Areas, Facilities and Roads;

This policy guideline encompasses the requirements from each of these regulatory provisions into one process to facilitate the establishment of footpath trading.

Where this policy guideline is silent on a matter(s) of relevance, the requirements of, and assessment against the relevant regulatory instrument will prevail in all circumstances. For example, this policy guideline does not include building work requirements, which are to be assessed under the Building Act 1975.

In an instance where a proposal, or element of a proposal, has a discrepancy with the requirements of this policy guideline, the relevant overarching regulatory instrument will prevail in determining the outcome.

Footpath trading activities and structures located on a designated State controlled road will not require separate assessment and approval from the Department of Transport and Main Roads (see Section 5 - Footpath trading and structures on a State Controlled Road, for further details).

1.4 Function of the footpath

The primary function of a footpath is to provide pedestrian access and movement within the streetscape and the location of significant utility corridors for stormwater, electricity and telecommunications. However, the footpath may also have a secondary function for trading purposes that can improve the character of streets and add life and vibrancy to centres. It supports the prosperity of the local economy and provides opportunities to dine, shop or recreate outside.

With the potential benefits come potential problems and competing demands. Footpath dining and awnings have the potential to obstruct the view of customers, businesses and pedestrians, and access to utility corridors. What is appropriate for one trader is not necessarily suitable for their neighbours. However, high quality design of structures and layout of footpath trading will minimise issues and impacts.

In issuing approvals for the use of footpaths, Council will consider the broader implications of any application and the interests of the streetscape and area as a whole, not just the individual trader. Council has a responsibility and authority to regulate the use of this public space.

1.5 Council's footpath priorities

Figure 1.1 - Council's footpath priorities, shows the order of Council's priorities for footpath use. It is a principle based rule-of-thumb for all decisions relating to the use of the footpath. Council's highest priority at all times is public safety, although this is not the only concern.

Public safety can be addressed while also creating a vibrant street life, ensuring accessibility for all and balancing a prosperous local economy with amenity. Achieving all these priorities is Council's goal.

There are times when it is not possible to evenly balance all priorities, so Council must favour one over another. Footpaths give streets vibrancy and liveliness but this must be limited

(in amount and location) to ensure that the footpath can be used safely by all members of the community. Council uses the following order of priority for assessing the use of footpaths and when making decisions on footpath trading applications.

PUBLIC SAFETY

Streets are:

- safe and have unobstructed passage for pedestrians, in particular those who may be physically or vision impaired; and
- safe and have unobstructed vision for drivers of vehicles and cyclists.

ACCESSIBILITY FOR ALL

- Streets are easily navigated by all pedestrians, allow unobstructed pedestrian traffic flows and support public transport use.

BALANCING A PROSPEROUS LOCAL ECONOMY WITH RESIDENTIAL AMENITY

- Supporting a prosperous local economy is balanced with ensuring that footpath use does not cause any significant impacts on pedestrian safety, parking or the amenity of surrounding areas.

VIBRANT STREET LIFE

- Streets are vibrant and lively and contribute positively to an area's sense of place and character.

ATTRACTIVE STREETScape

- Streets are attractive, clean and pleasant and any heritage significance is not diminished.

LEISURE AND COMMERCIAL OPPORTUNITIES

- The footpath supports social interaction, al fresco dining and drinking as enjoyable leisure activities.

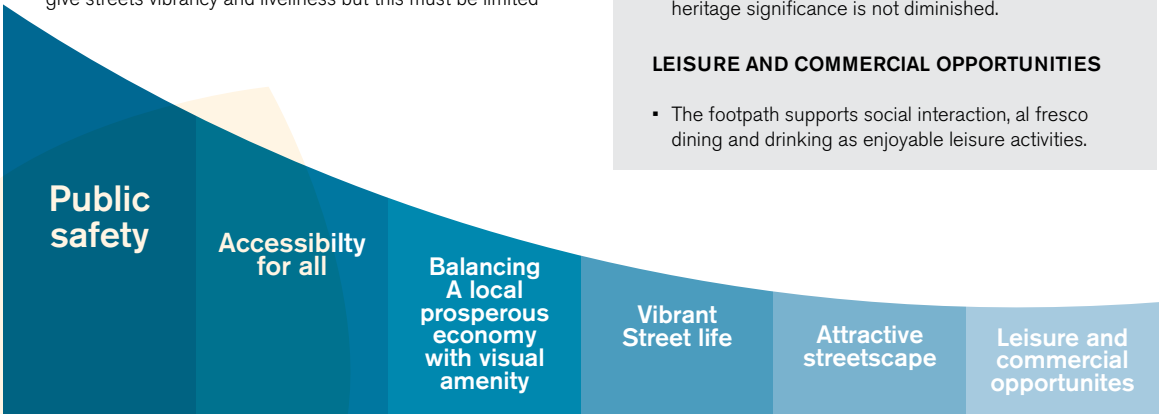


Figure 1.1 - Council's footpath priorities

1.6 Stakeholders

This policy guideline attempts to balance the different interests and needs of businesses, residents, landowners and visitors. Each has an important role to play.

COUNCIL

Interest: To provide safe and accessible pedestrian access on the footpath, while balancing the interests and needs of business, residents, landowners and visitors.

Role: Provide clear direction to businesses regarding permitted footpath trading activities and structures through the administration, enforcement and regulation of this policy guideline and the overarching statutory instruments mentioned in Section 1.3 - Links to the overarching statutory instruments.

BUSINESS

Interest: The placement of objects on the footpath achieves fairness and consistency between traders and enhances amenity to promote patronage.

Role: Manage the use of their designated Footpath Trading Zone in accordance with relevant legislation (particularly Council's Local Laws) and this policy.

PATRONS, RESIDENTS, LANDOWNERS AND VISITORS

Interest: Access to business and dining opportunities through easily defined Pedestrian and Trading Zones.

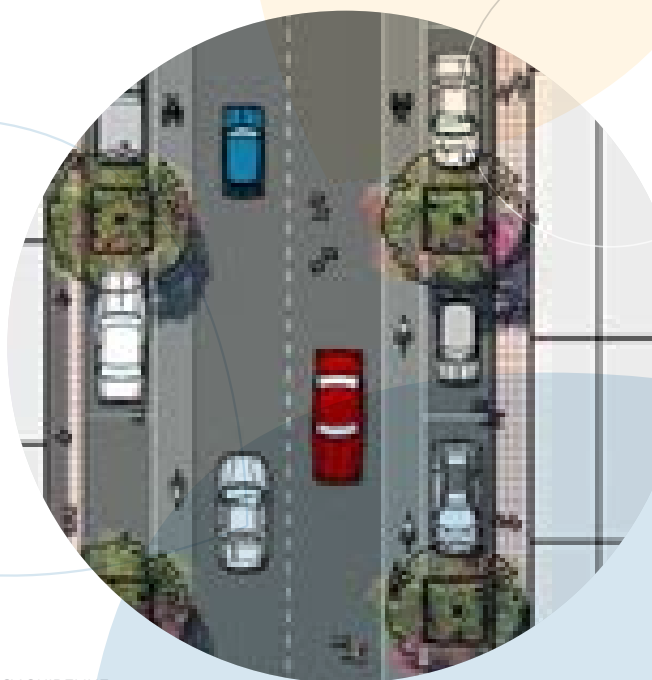
Role: Support businesses and Council's efforts to comply with legislative responsibilities and this policy guideline.

1.7 Deciding applications

Where applications meet all the requirements of the policy guideline, Council's delegated authorised officer will normally grant an approval.

In an instance where a proposal, or element of a proposal, has a discrepancy with the requirements of this policy, the relevant overarching regulatory instrument will prevail in determining the outcome.

In some cases a variation to this policy may be granted if the priority objectives can be met and there are extenuating circumstances. Each case will be decided on its merits.



1.8 Footpath management standards

A number of footpath management principles have been developed for this policy guideline.

1.8.1 Safety and accessibility

To ensure that safe and unobstructed access to the footpath area is available, the following standards apply:

- A continuous accessible path of travel must be provided along the front property boundary / building line and have a minimum width of 2 metres.
- Footpaths less than 3.2 metres in width are not suitable for footpath trading.
- Footpath trading located in close proximity to intersections should not obscure drivers' line of vision, traffic signs, signals or pedestrian crossing points and will be subject to assessment by Council.
- Required clearances and setbacks from kerbs, public assets and other street infrastructure must be maintained at all times.
- The footpath area should be an inviting, clean and safe place.
- It is the approval holder's responsibility to ensure that their patrons or clients do not unreasonably impede the flow of pedestrian traffic.
- There should be full compliance with the Disability Discrimination Act 2006 at all times.
- Bicycles should park on the footpath at designated bicycle storage areas. Bicycles parked on the footpath must not cause an inconvenience, obstruct, hinder or prevent the free passage of any pedestrian within the Pedestrian Zone.
- Use of motorised assistance scooters and electric wheelchairs is permitted on the footpath.
- Motorcycles and rickshaws (pedicabs) are not approved to be operated or parked on the footpath and must be parked within designated on-street parking zones.

1.8.2 Visual amenity

To ensure the amenity of the footpath and adjacent areas are protected and enhanced, the following standards apply:

- All footpath furniture and screens, with the exception of approved permanent/temporary structures, must be removed from the footpath upon close of business.
- All businesses must control and prevent any adverse impact on the amenity of the streetscape and surrounding area arising from the emission of noise, odour or appearance of the premises in accordance with the requirements of the Environmental Protection Act 1994 and the relevant overarching statutory instruments mentioned in Section 1.3 - Links to the overarching statutory instruments. Further details can be found at www.ehp.qld.gov.au or on Council's website, www.mackay.qld.gov.au, under Local Laws and Policies within the Laws Regulations and Forms section.

- Obstructive footpath furniture which creates a hazard for all users, including people with physical or vision impairments, must be avoided.

To ensure the appearance of any structures associated with footpath activity is appropriate and in keeping with Council's urban design and heritage controls for the streetscape and/or centre, the following standards apply:

- Structures must comply with Council's existing streetscape master plans and designs (where available), and the requirements of this policy under Section 4.2 - Permanent or temporary structures, furnishings and fixtures. Any proposed structures will be assessed as to whether they are appropriate to the streetscape and adjoining buildings. All proposed structures must have a signed Deed of Agreement prior to approval.
- Structures associated with the footpath should not privatise, fully enclose public spaces or adversely affect the openness of public footpaths and spaces.
- The types of permanent structures that may be considered are awnings, approved planter boxes and retractable screens or blinds. Any other items located on the footpath are considered temporary items and must be removed at the close of trade in accordance with the footpath trading approval.

1.8.3 Hygiene and cleanliness

To ensure the hygiene and cleanliness of a footpath is maintained, the following standards apply:

- Litter must be cleared from the footpath by the approval holder at all times.
- Food scraps, cigarette butts and any other rubbish within the footpath must be immediately removed and deposited within the approval holder's own bins, kept within the premises.
- Litter generated by footpath trading must not be swept into the street gutter or adjacent footpath areas. It must be picked up and deposited within the approval holder's own bins, kept within the premises.
- In most situations, all footpath furniture must be removed at the end of trade to ensure the footpath can be easily cleaned by Council.
- Waste generated from the business must not be placed in public street bins.

Council's street cleaning services operate early in the morning to ensure minimum disruption to local business. However, the approval holder has a responsibility to keep the street and footpath clean and must work with Council to ensure this is achieved. Failure to adequately keep the footpath clean may result in cancellation of the footpath trading approval.

SECTION 2

FOOTPATH ZONES AND CLEARANCES

2.1 Footpath zones

The footpath is the area between the property boundary and the kerb.

The footpath is to be managed using three zones (see Figures 2.1 - Plan view of the footpath zones, and Figure 2.2 - Transect of the footpath zones).

The footpath zones are:

- Pedestrian Zone;
- Trading Zone; and
- Kerb Zone.

The footpath width minus the minimum width requirements

for the Pedestrian Zone and Kerb Zone may prohibit the establishment of a Trading Zone, where the width of the Trading Zone is below 0.6 metres. Where a Trading Zone cannot meet the minimum width of 0.6 metres, a footpath trading activity cannot be approved.

Existing landscaping, street artwork, street furniture, public infrastructure may also prohibit or limit the Trading Zone and influence the layout of a footpath trading activity.

The width of a potential Trading zone can be calculated by using the simple formula illustrated in Figure 2.3 - Trading Zone calculation.

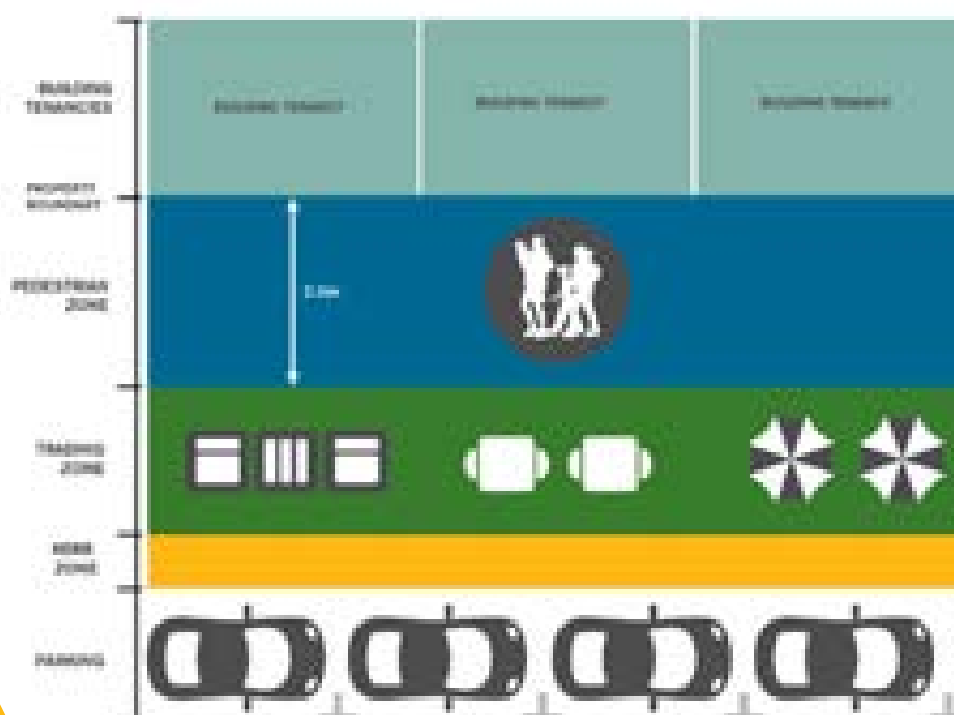


Figure 2.1 - Plan view of the footpath zones

2.1.1 Pedestrian Zone

The Pedestrian Zone is the area of the footpath measured outwards from the property boundary and is for the exclusive movement of pedestrians and must remain clear from obstructions at all times.

The Pedestrian Zone must be a continuous and accessible path of travel along the front property boundary and must provide for the safety of all the community, including meeting the access needs of people with mobility aids, prams and shopping trolleys.

The minimum clearance width required between a proposed Trading Zone and the front property boundary is 2 metres regardless of the footpath width. The minimum clearance width required at pedestrian crossing points is 3 metres.

Mackay Regional Council reserves the right to vary the width of the Pedestrian Zone from the minimum requirement depending on, but not limited to:

- pedestrian movement needs, activity, safety and circulation requirements;
- street furniture, fixtures, lighting equipment or landscaping;
- vehicular traffic; or
- existing footpath widths.

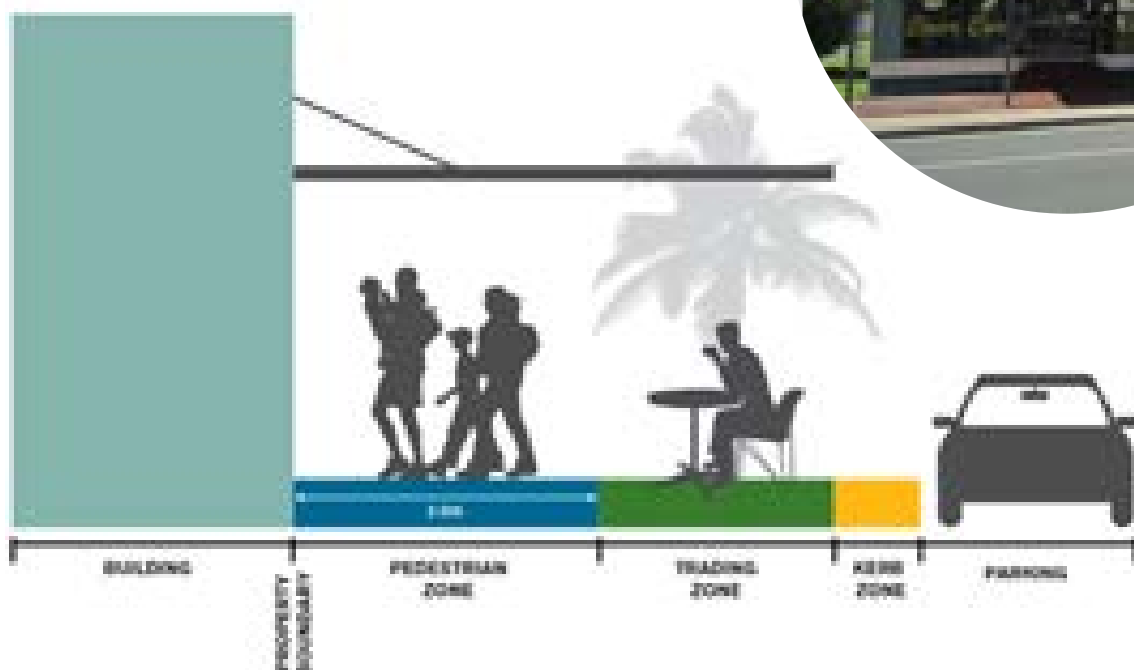


Figure 2.2 - Transect of the footpath zones

2.1.2 Trading Zone

The Trading Zone is the area of the footpath where an approved footpath trading activity is to occur. It is the area of the footpath between the Pedestrian Zone and the Kerb Zone after the relevant minimum distances for the Pedestrian Zone and the Kerb Zone are factored in.

The preferred location for the trading zone is generally on the kerb side of the footpath. This will allow all people including visually and physically impaired persons to comfortably use the property boundary line (the building edge in the majority of cases) as a continuous point of reference when moving along the footpath. It also serves to keep footpath features (furniture, equipment, trees etc.) to one side of the footpath, allowing a direct path of travel.

Proposals for trading (dining) against the property boundary may be acceptable if it can be demonstrated that this is a more desirable option for all potential users of the footpath, and is consistent with the location of existing approved footpath trading areas for other premises in the street.

Trading will not be permitted on the property boundary/building line where a bump out area is provided in the Mackay City Centre. The bump out area must first be utilised for footpath trading and if additional area is required this may be considered. Refer to Figure 3.4 in Appendix 3C for possible exception layouts.

Minimum Trading Zone width is 0.6 metres. Existing landscaping, street artwork, street furniture, public infrastructure may also prohibit or limit the Trading Zone and influence the layout of a footpath trading activity.

The width of a potential Trading zone can be calculated by using the simple formula illustrated in Figure 2.4 - Trading Zone calculation. If the remaining footpath width is less than 0.6 metres, then a Trading Zone cannot be established meaning that footpath trading cannot occur.

Where a Trading Zone is able to be established, all approved furniture and/or temporary structures associated with an approved footpath trading activity must be contained and remain within the Trading Zone at all times. Approved furniture and/or temporary structures must not protrude into the Pedestrian Zone or Kerb Zone. Chairs must not be placed to back into the Pedestrian Zone.

An access zone of 1 metre must be provided between adjoining Trading Zones with each zone set back 0.5 metres from the edge of the side property boundary - refer to Figure 2.4 – Access zone between or within Trading Zones. This is to ensure that adequate access is provided between adjoining Trading Zones for pedestrians crossing the road or alighting from vehicles.

This requirement does not apply to Trading Zones on bump-outs, as there is generally no adjoining parking and all bump-outs are frames by gardens along the kerb.

Mackay Regional Council reserves the right to vary the width of the Trading Zone.

A Trading Zone extending greater than 10 metres in length must provide an access zone in the centre of the Trading Zone. This access zone must be a minimum of 1.5 metres in width to provide for pedestrian safety when crossing the road and to allow passengers alighting from vehicles to gain immediate access to the Pedestrian Zone refer to Figure 2.3 – Access zone between or within Trading Zones.

If there is no adjacent Trading Zone, the subject Trading Zone may trade up to the property line (projected out from the property or tenancy side boundary to the Kerb Zone). If an adjacent Trading Zone is established at a later date, the gap requirement will apply to both properties and the gap requirement will be reinstated.

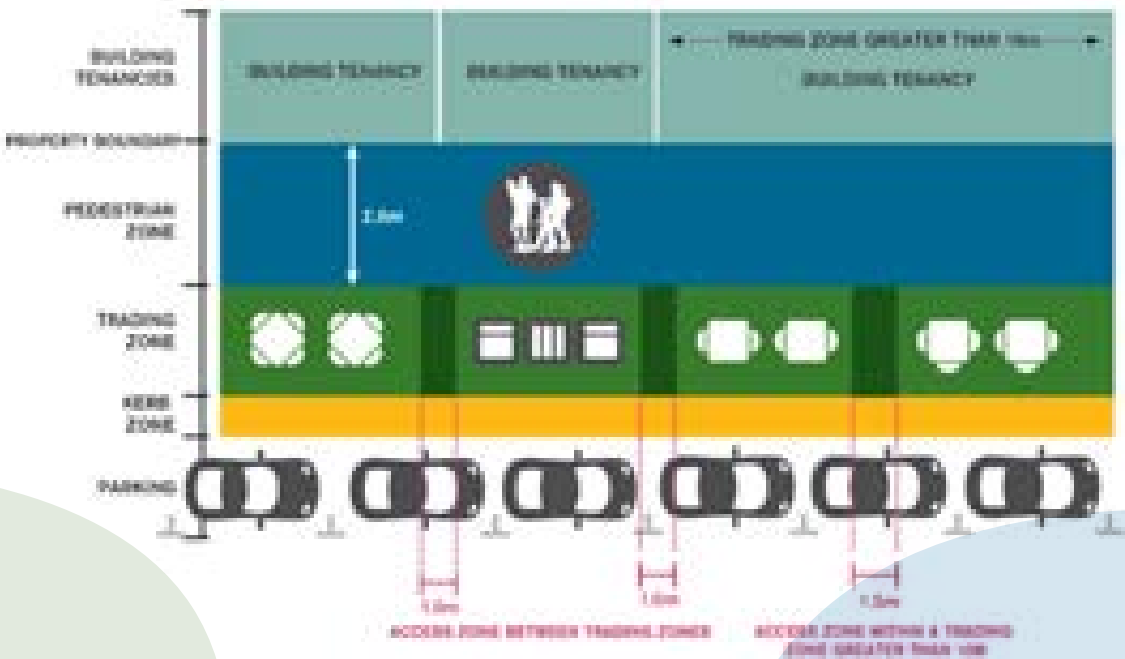


Figure 2.3 - Access zones between or within Trading Zones

2.1.2.1 Trading zones at intersections and pedestrian crossings

Any applications for footpath trading at intersections will be assessed with consideration to the width of the footpath and adequate sight lines for road users - refer to Figure 2.5 – Trading Zones at intersections and pedestrian crossings.

Trading zones and structures cannot encroach into the 3 metres Pedestrian Zone width that is required at a pedestrian crossing, refer to Figure 2.5 - Trading Zones at intersections and pedestrian crossings.

It is not permitted to obscure road users' line of vision at an intersection and pedestrian crossing points through the placement of structures (permanent or temporary) within the Trading Zone. In this case, the following may be acceptable:

- low structure under 1.05 metres that does not obstruct the road user's line of vision, or
- low structure under 1.15 metres that does not obstruct the vision of pedestrians using a road crossing.

It is not permitted to obscure the traffic signals at an intersection with any structure (permanent or temporary) within the Trading Zone.

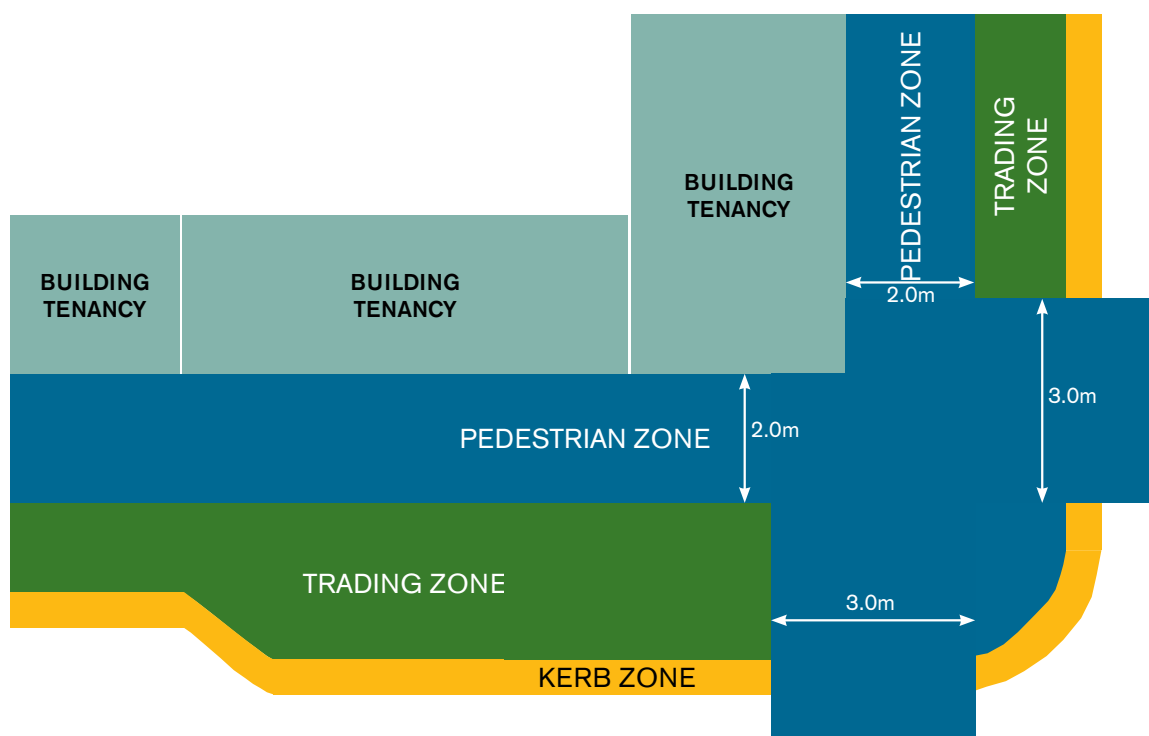


Figure 2.4 - Trading Zones at intersections and pedestrian crossings

2.1.3 Kerb Zone

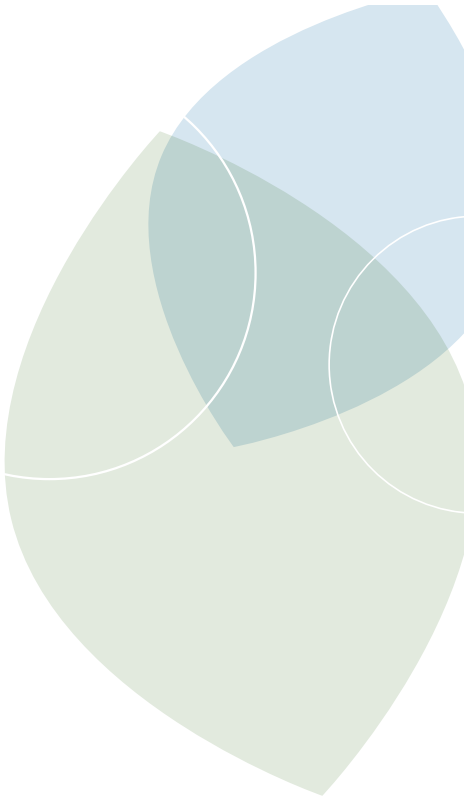
The Kerb Zone is the area between the face of the kerb and the Trading Zone. This zone is important for the safety of pedestrians crossing the road and allowing pedestrians to gain access to or from parked vehicles. This zone must remain clear of any approved furniture and/or temporary structures associated with an approved footpath trading activity within the Trading Zone.

The Kerb Zone helps to protect footpath trading activity from traffic that is either moving, parking or loading/unloading. Where there are no parking types or zones adjacent to the kerb line, a minimum Kerb Zone width will still apply. There are minimum widths specified for each of the on-street parking, bus zones, taxi ranks/zones and loading/unloading zones (refer to Table 2.1 - Minimum required widths of the Kerb Zone).

Mackay Regional Council reserves the right to vary the setback of a Kerb Zone, dependent on pedestrian activity and parking restrictions adjacent to the area.

Table 2.1 - Minimum required widths of the Kerb Zone

Parking type	Minimum Kerb Zone widths (measured from the face of the kerb)
Parallel parking	0.6 metres
Angle parking	0.6 metres where wheel stops are provided, otherwise 1 metre
Loading zone	1 metre
Taxi zone (2 or less bays)	1.5 metres
Bus zone and Taxi rank	No trading permitted
Disabled parking (parallel or angle)	1.5 metres



2.1.4 The 5 step Trading Zone calculation guide

The width of the Trading Zone can be determined by using the following formula, as illustrated, in Figure 2.4 - Trading Zone required width calculation, and the 5 step Trading Zone calculation guide.

1. Measure the footpath

The footpath is measured from the building line to the kerb. If the footpath width is 3.2 metres or less, then footpath trading is not supported.

2. Determine the required width of the Pedestrian Zone

The required width of the Pedestrian Zone on all footpaths is 2 metres, measured from the front property boundary.

3. Subtract the required Pedestrian Zone width from the footpath width

(Footpath width) minus (2 metres Pedestrian Zone width) = X

4. Determine the required width of the Kerb Zone

Table 2.1 - Minimum required widths of the Kerb Zone

Parking type	Minimum Kerb Zone widths (measured from the face of the kerb)
Parallel parking	0.6 metres
Angle parking	0.6 metres where wheel stops are provided, otherwise 1 metre
Loading zone	1 metre
Taxi zone (max. 2 bays)	1.5 metres
Bus zone and Taxi rank	No trading permitted
Disabled parking (parallel or angle)	1.5 metres

5. Determine the Trading Zone width by subtracting the required width of the Kerb Zone from answer at Step 2

(Step 2 answer) minus (required Kerb Zone width) = Trading Zone width

Existing landscaping, street art, street furniture, public infrastructure may also prohibit or limit the Trading Zone and influence the layout of a footpath trading activity.

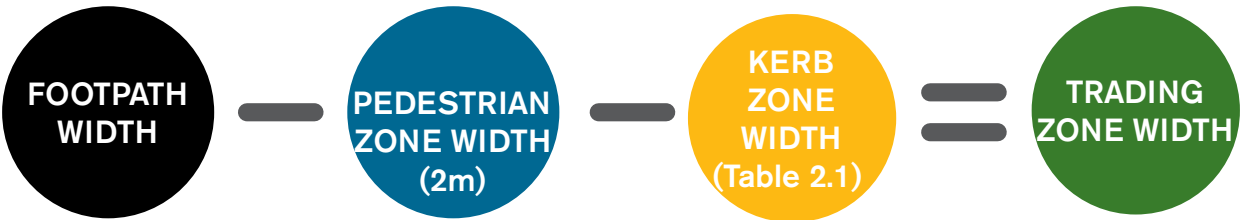


Figure 2.5 - Trading Zone required width calculation

2.2 Clearances from existing or planned public infrastructure

Public infrastructure includes items on the footpath that are required for the community and are for the benefit of the community. Minimum clearances are listed in Table 2.2 - Furniture clearances from existing public infrastructure, and illustrated in Figure A3.1 - Furniture clearances to existing or planned infrastructure.

In the event of any new public infrastructure being installed within the streetscape after the approval of a footpath trading activity, the footpath trading activities must amend its layout to comply with the prescribed clearances.

Table 2.2 - Clearances from existing public infrastructure

Public Infrastructure	Minimum Clearance from infrastructure
Litter bins	1 metre
Public seating	
Bicycle parking (from outer edges of the parking)	
Fire hydrants	
Payphones	
Traffic lights	
Pedestrian-operated lights	
Way-finding signs	
Trees	
Public art	
Electricity and telecommunications boxes	0.5 metres
Electricity poles	No clearance required
Street light poles	

Well-maintained public places improve the perception of how safe and enjoyable a place is and support the public's desire to occupy and use those places.

2.2.1 Public seating

Public seating gives people the opportunity to rest and take time out while walking to and from their destination. Public seating also provides a place for people to pause along busy walking routes and creates informal meeting places.

Council will not permit tables and chairs in the Trading Zone to be used for public seating purposes. Approvals for table and chairs will only be given for footpath dining purposes.

Footpath trading activities must not compromise or prevent the ability of the general public or service contractors to access public furniture.

2.2.2 Street trees and gardens

Clearance from existing street trees must be maintained at all times to prevent damage to root systems. Footpath trading activities and associated furniture must not protrude into gardens.

2.2.3 Bicycle parking and litter bins

Clearance from bicycle parking and litter bins must be maintained at all times to ensure direct access from the Pedestrian Zone and the Kerb Zone for the community and Council contractors.

2.2.4 Way-finding signs

Way-finding signs assist pedestrians to navigate their way around. It is important that clearance from way-finding signs is maintained at all times to ensure access and visibility.

2.2.5 Electricity and telecommunications boxes and traffic lights

Clearance from essential public infrastructure is required at all times for access purposes.

2.2.6 Relocation of public infrastructure and/or improvement to abutting footpaths

In special circumstances applicants may request Mackay Regional Council to consider relocating public infrastructure such as litter bins, bicycle parking, seating and the like. This will be considered on its merits, the level of difficulty in relocating the subject public infrastructure and if the new location is a better outcome for the general community.

Enquiries to relocate public infrastructure can be directed to Council on council@mackayqld.gov.au.



2.2.7 Bus zones

Footpath trading activities are not permitted on the footpath in front of a bus zone. This area must remain within the Pedestrian Zone. The Pedestrian Zone in front of a bus zone must be maintained at all times to ensure that direct access to and from the Pedestrian Zone so that users can enter and exit buses safely. A minimum 1.5 metres clearance must be kept from the departure side of a bus stop sign to ensure adequate access for bus users.

Where a bus zone is 20 metres or less, outdoor seating will not be permitted on the adjacent footpath. Outdoor seating will be considered adjacent to bus zones that are greater than 20 metres on a case-by-case basis - refer to Figure 2.6 – Clearance from bus zones and taxi ranks.

2.2.8 Taxi rank

Footpath trading activities are not permitted on the footpath in front of the taxi rank and queuing area. Access to the taxi queuing line must remain unobstructed at all times. A 1.5 metres clearance must be maintained around the taxi rank at all times to ensure direct access from the Pedestrian Zone for users and maintain visibility for taxi drivers.

2.2.9 Two bay taxi zones

A 1.5m clearance must be maintained around taxi zones at all times to ensure direct access from the Pedestrian Zone for users and maintain visibility for taxi drivers - refer to Figure 2.7 – Clearance from two bay taxi zones.



Figure 2.6 - Clearance from bus zones and taxi ranks

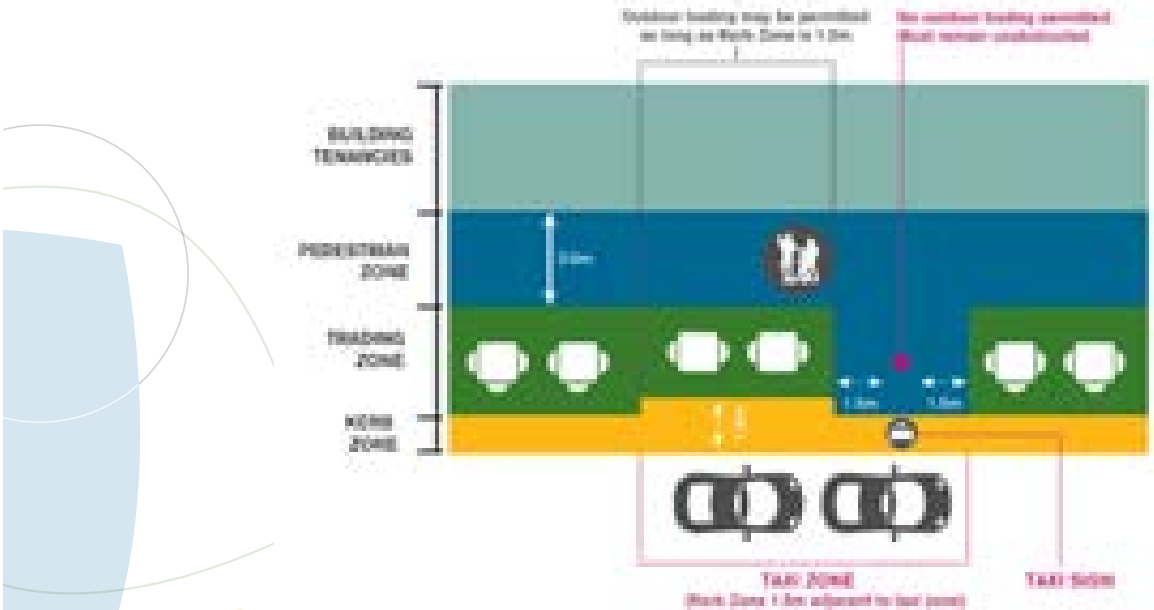


Figure 2.7 - Clearance from two bay taxi zones

2.3 Occupying an adjacent premises

If seeking to occupy the Trading Zone of an adjoining premise, the Mackay Regional Council requires the applicant to obtain and submit written consent from the building owner, body corporate (if applicable) and occupier of the adjoining premise to Council. The letters of consent must be provided on the third party's official letterhead. If the neighbouring business is sold, a new letter must be submitted to the Council by the new occupier.

The submission must include to-scale plans including both premises, a signed indemnity form from both properties and a copy of the certificate of currency noting both premises. The adjoining Trading Zone that is proposed to be occupied must be physically adjoining, meaning there is no more than 1m of separation between the 2 Trading Zones.

In the instance that the use of the footpath is not adjoining a business, Council may use its discretion in an approval if the outcome is to the benefit of the streetscape and the general community.

The footpath is public space and as such is not owned by any one business. This means a business owner and/or building owner cannot sell or sub-lease (charge rent) for the use of the footpath in front of their premises.

Mackay Regional Council will assess such applications on a case-by-case basis and consider any application with reference to streetscape and community outcomes.

Consent from the adjacent business owner and/or building owner, body corporate (if applicable) and/or occupier may be withdrawn at any time. If consent is withdrawn during the approval period, the approval will cease.

In the event that consent is withdrawn, no refund will be made in respect to fees paid in advance for the use of the Trading Zone in front of the neighbouring premises.

2.4 Delineation markers

Delineation markers must be installed on the footpath to clearly define the approved Trading Zone. This will assist owners, managers and the general community in identifying the approved Trading Zone.

The purchase of the delineation markers will be at the applicant's cost and included with the Footpath Trading Approval application fee. Delineation markers will be installed by Council upon approval of a footpath trading activity.

Delineation markers will not be required to be installed if they are already installed on the footpath.

The approval holder must ensure all furniture associated with commercial uses is located within the defined Trading Zone.





SECTION 3

FOOTPATH TRADING

3.1 What is footpath trading?

Footpath trading involves the use of public footpaths for commercial purposes.

Commercial purposes include the placement of advertising signs, display of goods (clothes racks), tables, chairs, and ancillary equipment such as umbrellas, planter boxes, removable barriers and retractable screens associated with the activities of the business.

Footpath trading is governed by Mackay Regional Council's Local Law 1.2 for the Commercial Use of Local Government Areas and Roads. The carrying on of this activity is therefore subject to an application, assessment and an annual approval from Council's Health and Regulatory Services program.

The aim of this Local Law is to control and regulate secondary activities on the footpath which does not compromise the primary function of the footpath for the safe and unobstructed movement of pedestrians.

Footpath Trading is only permitted in the Trading Zone of the footpath.

3.2 Footpath trading furnishings

Footpath trading approvals incorporate the use of tables, chairs and clothes racks with associated furnishings such as removable barriers, A-frame signs, planter boxes, menu displays, heaters and umbrellas.

Stand-alone A-frame signs on the footpath is not a footpath trading activity. As such, a stand-alone A-frame sign is assessed under Council's Local Law for advertising devices or the Planning Scheme (whichever is relevant at the time of application) and not this policy. Stand-alone planter boxes and pots on the footpath are not footpath trading activities and are not permitted to be located on the footpath at any time.

Permanent structures may be approved at Council's discretion, subject to assessment against design criteria and appropriate building approvals, in the absence of any footpath trading approval. See Section 4 - Structures for further detail on the establishment of structures.

Section 4 also provides specific requirements relating to furnishings and temporary structures associated with activities being carried out on the footpath.

3.3 Footpath trading activities

3.3.1 Permitted footpath trading activities

Activities generally supported in the Trading Zone requiring prior approval from Council are:

- Footpath dining (& permitted furnishings);
- Display of goods (& permitted furnishings);
- Busking;
- Other non-impacting footpath activities such as artists;
- Temporary activities such as:
 - + Street events including street sampling, commercial promotions, outdoor radio broadcasts, festivals and markets; and
 - + Charity events e.g. sausage sizzles, fundraising and the like.

The following activities are not permitted in the Trading Zone of a footpath:

- Street selling e.g. stands, stalls and touting;
- Masseurs or masseuses;
- Pedicures or manicures; and
- Food vans.

Where the proposed footpath trading activity results in a significant increase in dining patrons, the business must consider Building Code requirements for toilet amenities and disabled access to and within all areas normally used by patrons. A suitably qualified 'access' consultant should be engaged, particularly if the activity is within a heritage building, to assist with disability access requirements.

Council will assess applications on a case-by-case basis and reserves the right to approve, restrict or refuse any application under the relevant Local Law. Delineation markers will be installed by Council (at a cost to the applicant) in order to clearly identify the approved Trading Zone.

Footpath trading areas must be easily accessible from the footpath and must present an open and inviting image to entice participation. Pedestrians must not be forced onto the roadway or Kerb Zone by footpath dining activities or other non-permanent items/structures on the footpath.



3.3.2 Footpath dining

Footpath dining may increase risks to diners, pedestrians and motorists. To assist in the management of these risks, Council's Local Law No. 1 and Subordinate Local Law (Commercial Use of Local Government Areas and Roads) 2011 along with this policy guideline, provides for the following considerations:

- pedestrian access through the footpath dining area;
- clearances to public infrastructure;
- setbacks from the road;
- furniture, including amenity, safety, placement and storage;
- the use of umbrellas and shade structures.

Dining areas must ensure:

- safety of patrons using both indoor and outdoor areas of the business;
- safety and convenient passage of all pedestrians using the footpath (refer to 'Pedestrian Zone' requirements in Section 2);
- maintain clear view lines for both pedestrians, motorists and cyclists, especially at or near pedestrian crossings, street corners and intersections;
- no adverse impact on any adjoining premises by the activities carried out on the footpath.

Footpath dining is supported throughout the region, where the business operating this activity complies with their food business licensing requirements under the Food Act 2006 and can demonstrate compliance with the Local Law and intent of this document as mentioned above.

3.3.2.1 Provision of sanitary facilities

A proposed footpath dining activity may result in an increase in overall seating capacity. The applicant is responsible for the continued provision of the toilet facilities for their patrons. The Building Code of Australia provides guidance on what is considered an adequate number of toilets for indoor premises. As such, buildings that occupy more than 20 people must provide adequate toilet facilities that are accessible during hours of operation in accordance with the Building Code of Australia (refer to Appendix 4). Sanitary facilities need not be provided for patrons if the building accommodates not more than 20 people.

In calculating the number of patrons for footpath dining outside of the building, the same Building Code requirements are applied where more than 20 diners are proposed on the footpath and/or inside the building.

Therefore the following applies where no facilities are provided:

- Max number of patrons indoors is 20
- Max number of patrons outdoors is 20

3.3.2.2 Structures and furniture associated with footpath dining

Fixed awnings and permanent structures associated with a footpath activity may be considered by Council. See Section 4 for further information on the requirements, criteria and approvals required should this be proposed.

See Section 4.2 for further information on design and placement of temporary structures, furniture and fittings associated with footpath dining.

3.3.2.3 Alcohol consumption

Where liquor is intended to be sold, consumed or served within the Trading Zone, an approval must be obtained from the Office of Liquor and Gaming Regulation Queensland. This information should support an application made to Council, however Council may refer the application to Liquor and Gaming Regulation Queensland, in order to make a decision on the application.

Further information can be obtained from the Liquor and Gaming website: www.olgr.qld.gov.au

3.3.2.4 Designated outdoor smoking areas

Designated smoking areas on the footpath are generally not supported by Council.

Smoking within a Trading Zone must comply with Queensland's Department of Health legislation, see <http://www.health.qld.gov.au/tobaccolaws/eating/default.asp>.

Council may refer the application to the Queensland Department of Health, in order to make a decision on the application.

3.3.2.5 Dogs in footpath dining areas

A food business is prohibited from permitting live animals in areas where food is handled or served. Exemptions are in place for seafood, shellfish, other live fish and assistance animals such as guide dogs.

All food businesses must allow an assistance animal in areas used by customers. This applies to both indoor and outdoor dining areas and any other customer area. Assistance animals are not permitted to enter non-customer areas such as a kitchen, storeroom or other places where food is handled. The definition of an 'assistance animal' is contained in the Disability Discrimination Act 1992 and refers to an animal trained to assist a person with a disability to alleviate the effect of the disability.

A food business may choose to permit a dog to be present in an outdoor dining area provided the area is not enclosed by a ceiling or roof and walls and/or windows. An outdoor area with a roof and retractable screening meets the definition of an enclosed area under the Food Standards Code and therefore is not considered an outdoor dining area, meaning dogs are not allowed in this circumstance.

Animals other than dogs or assistance animals are not permitted in outdoor dining areas.

Food businesses choosing to permit dogs in footpath dining areas must consider and manage issues that may arise from the presence of dogs in their food premises, and must maintain high standards of food safety and personal hygiene required by the Food Act 2006. It is recommended that food businesses obtain the further advice on this matter from Council prior to permitting dogs in footpath dining areas.

3.3.3 Display of goods

Approval must sought from Council for the placement and display of specified goods associated with the business within the Trading Zone during trading hours.

The display of white goods or any other bulky goods in the Trading Zone is not permitted at any time.

Placement of these display items (refer to Figures 3.1 and 3.2) will consider:

- Maintenance of the Kerb Zone and Pedestrian Zone to ensure these areas are free from furniture and other obstructions.
- Suitable furnishings fit for intended use similar to footpath dining furniture.
- Selling cannot occur from the footpath and must be done in the approval holders business premises. No cash registers or money floats are permitted in the Trading Zone, Pedestrian

Zone and Kerb Zone.

- Clothes racks and display tables must be wholly located within the Trading Zone and are not permitted against the building in the Pedestrian Zone in line with disability access best practice standards.
- The length and width of the display must provide sufficient space for shoppers to look at the goods on display without obstructing pedestrian movement in the Pedestrian Zone.
- The length of a display can be up to 75 percent of the shopfront (refer to Figure 3.2 - Maximum length and width of goods displays).
- The width of a display can be up to 50 percent of the potential trading area (refer to Figure 3.2 - Maximum length and width of goods displays).
- The maximum height for goods and display stands is 1.5 metres (refer to Figure 3.1 - Maximum height of goods and display stands)

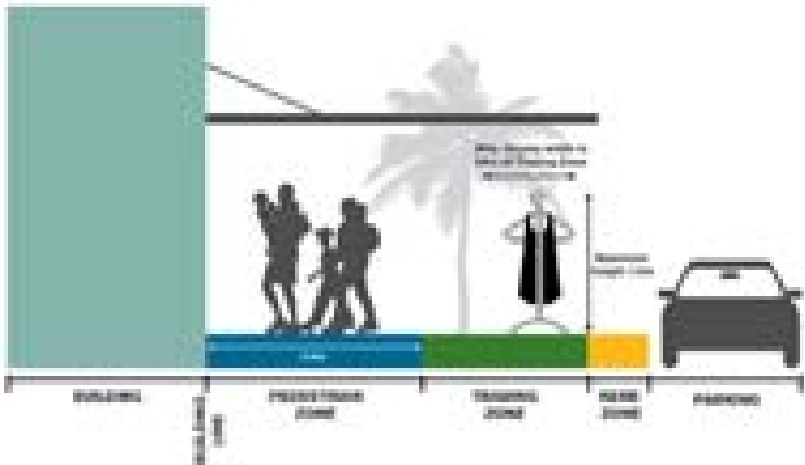


Figure 3.1 - Maximum height of goods and display stands

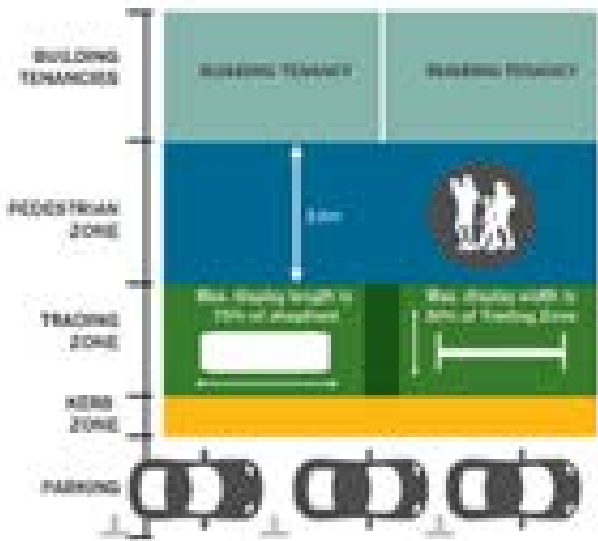


Figure 3.2 - Maximum length and width of goods displays

3.3.4 Busking

Busking involves a musical or theatrical performance undertaken by a person to entertain the public in a public place that seeks a voluntary reward for the performance.

- Busking does not include:
- Selling, offering or exposing for sale any article or commodity;
- Performances on behalf of any political or religious organisation; and
- Artists - drawing or painting (see Section 3.3.5 for requirements relating to artist activities on the footpath).

The busking activity must take place within the Trading Zone, must not obstruct the Pedestrian Zone and must not be located within the Kerb Zone. The positioning of the artist activity within the Trading Zone must provide sufficient space for on-lookers to view the activity within the Trading Zone without obstructing pedestrian movement in the Pedestrian Zone.

Anyone undertaking a busking activity must obtain a busking approval to do so. The approval holder must comply with the conditions of this approval.

Buskers must not:

- Harass, annoy or disturb any person, traders or residents of nearby accommodation premises.
- Use any amplification devices with the approved activity.
- Operate within 10m of any licensed premises.

Should a busker/s find themselves in a potentially volatile or harassing situation involving a member/s of the public, it is recommended that the busker/s:

- Remove themselves from the situation; and
- Contact Police for assistance.

If the busker is under 18 years of age, the application form must be signed by a parent/guardian and both parties must attend an interview with a Council officer. Additionally, if the busker is under 16 years of age, Council requires the parent/guardian to provide supervision during street performance activities.

3.3.5 Artists

Non-impacting footpath activities such as artists involving drawing, brush painting and the like, are generally supported by Council.

Anyone undertaking an artist activity on the footpath must obtain a footpath trading approval to do so. The approval holder must comply with the conditions of this approval.

The activity (including any selling of goods) must take place within the approved Trading Zone, must not obstruct the Pedestrian Zone and must not be located within the Kerb Zone. The positioning of the artist activity within the Trading Zone must provide sufficient space for on-lookers to view the activity within the Trading Zone without obstructing pedestrian movement in the Pedestrian Zone.

The approval holder must:

Ensure the footpath area is kept clean at all times and must provide measures to prevent any spillage of art materials directly onto the footpath. All art materials must be able to be easily removed if spilled onto the footpath. Any spillages must be cleaned immediately.

Ensure that the art drawn, brush painted and displayed is not offensive and of an appropriate nature to be displayed in a public place.

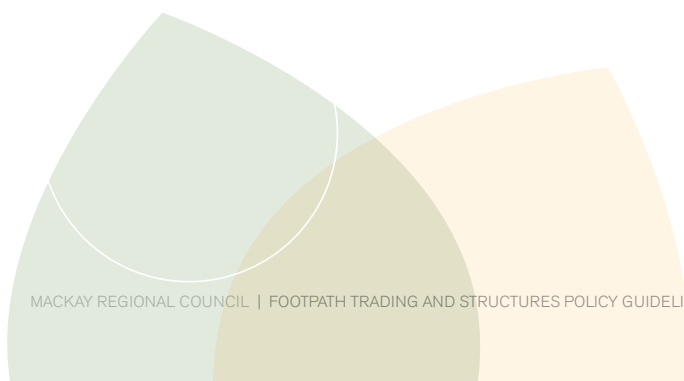
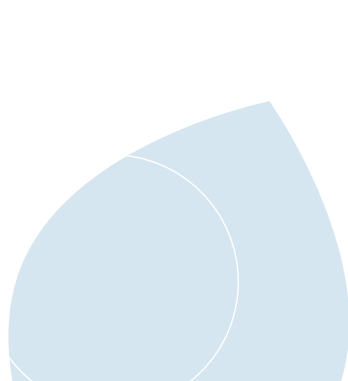
Not harass, annoy or disturb any person, traders or residents of nearby accommodation premises.

Not draw (chalk art) directly on to the footpath or wall without the express permission from Council. Drawing directly on to street furniture/infrastructure is not permitted in any circumstance.

Not paint, stick or glue anything directly on to the footpath, wall or street furniture/infrastructure in any circumstance.

Not use spray paint/s with the approved activity in any circumstance.

If the artist is under 18 years of age, the application form must be signed by a parent/guardian and both parties must attend an interview with a Council officer. Additionally, if the artist is under 16 years of age, Council requires the parent/guardian to provide supervision during the activity.



3.3.6 Street events

Street events are temporary events such as festivals, markets and commercial promotions which are generally supported by Council. These events may be subject to the following approvals:

- Temporary Entertainment Event Approval
- Traffic Management / Road Closures (Council)
- Road closure permit from DTMR (if on or affecting a State Controlled Road)
- Temporary Food Permits (Food Act 2006)
- Busking Approvals

During some of these events, businesses have an opportunity to participate by temporarily extending their approved Trading Zones onto the street or laneway.

All temporary extensions to approved Trading Zones must be approved by Council prior to events to ensure the event space is managed effectively and each activity has received relevant approval.

3.3.6.1 Commercial promotions

Temporary approvals are offered to existing businesses wishing to occupy the footpath for short periods of time for a promotional event.

This can include a business owner wanting to:

- Promote their business during an event or a commercial promotion (e.g. a store grand opening or anniversary).
- Extend an approved Trading Zone during events supported by Mackay Regional Council.

Businesses wishing to conduct street sampling and commercial promotions will require temporary approval for the use of the Trading Zone for this activity. These approvals will be subject to conditions which will be determined on assessment.

Applications are assessed on a case-by-case basis considering the information provided by the applicant. Council reserves the right to approve, restrict or refuse any application under the relevant Local Law.

3.3.6.2 Street markets and festivals

Street markets involves the sale of goods and/or local fresh produce and food originating from farms on an ongoing weekly or monthly basis, from an organised gathering of stallholders in a specific street location. Stalls and associated temporary structures and furniture must not be located within the Pedestrian Zone or established garden beds.

Festivals involve the sale of goods, food, beverages and festival specific merchandise. These events usually require the whole street space requiring the temporary closure of the street. Stalls, and temporary structures and furniture must not be located within the Pedestrian Zone or established garden beds. Approval to sell alcohol at the festival event must be gained from the Queensland Government Liquor Licensing Division.

All applications for markets and festivals must clearly indicate Pedestrian Zone (pedestrian movement corridors) and trading areas (including any dining or market stalls) on the event plans.

If it is intended for the street to be closed during the market or festival event, the event organiser must obtain a temporary road closure permit, including a traffic management plan.

3.3.6.3 Outdoor radio broadcasts

Outdoor radio broadcasts must be associated with a temporary event (market, festival or charity fundraiser) or commercial promotion and will require a Temporary Entertainment Event Approval.

The outdoor radio broadcast must be located within the Trading Zone and not within the Pedestrian Zone or Kerb Zone. Any amplification of music must not cause nuisance within the streetscape or to surrounding properties. Power leads must be made secure and not cause a nuisance to pedestrians.

3.3.7 Charity events

Mackay Regional Council generally supports the following charity event activities within the Trading Zone of the footpath:

- BBQs
- Fundraising (person only).

Where these activities apply, Council can issue a letter of no objection which will be issued after an assessment of the proposal has been submitted by the applicant. This proposal should include:

- Details of charity/non-profit organisation status;
- Public liability insurance (\$20 million);
- Details of proposed activity;
- Locations and times of activity;
- Other information required necessary by Council's assessing officer.

Any events relating to the preparation and handling of food provided to the public will require prior notification of the event to Council. Further information can be sought from Council.

3.4 FOOTPATH TRADING PROPOSALS AND APPROVALS

3.4.1 Applying for a Footpath Trading Approval

Applicants are advised to read and familiarise themselves with this policy guideline prior to making an application to Council.

Understanding the responsibilities involved in managing the footpath area, design requirements, legal obligations, costs and other relevant matters are important.

It is strongly recommended to organise a pre-lodgement meeting with Council officer prior to submitting an application. In this meeting the Council officer will be able to clarify any questions, advise of further referrals required, advise of fees associated with the application and advise of possible concerns or considerations Council may have when assessing the application (refer Appendix 2 for the application and approval process).

All footpath dining permits expire on June 30 of every year – refer to renewal of an existing permit in this Section.

3.4.2 Required information with application

Prior to any formal consideration of an application, the following information is required from the applicant when submitting an application form for Commercial use of local Government areas or Roads.

- Completed the application form (all sections, with signature);
- Appropriate fee for the application (if relevant at the time of application lodgement);
- Completed Footpath Dining Checklist.

Relevant supporting information for the activity as follows:

- A site plan of existing conditions, accurately showing:
 - + the width of the building frontage;
 - + the abutting properties – (Business names);
 - + existing public infrastructure including trees, street light/electricity poles, litter bins, street furniture, fire hydrants, parking and parking restrictions, in-ground infrastructure pits/manholes and other relevant features
 - + the area and layout of the proposed footpath trading activity. This includes the proposed location of chairs, tables, removable barriers, umbrellas and the required zone dimensions.
- All dimensions associated with the footpath must be clearly

demonstrated.

- A demonstrated public demand for the activity where deemed necessary.
- Proof of the company and business registration certificates showing the company name, ACN, ABN and business name.
- Photographs of the site clearly showing the proposed footpath activity zone relative to buildings and existing features in the footpath area.
- A colour photograph of the proposed footpath trading area.
- Details of advertising including a colour photograph or plans/drawings of any proposed advertising logo, and clear indication of its size and location.
- If goods are to be provided or displayed, the nature of these goods.
- Times and days proposed to carry on this activity.
- Details of proposed furniture including colour photographs or plans/drawings of proposed furniture, including screens, planter boxes and umbrellas.
- Public liability insurance policy, noting Council's interest, in the amount of \$20 million at a minimum in respect to any single occurrence. Public liability insurance must remain current and valid for the life of the approval.
- Form of indemnity to indemnify the Council against all claims, of any kind, arising from any negligent act either by the approval holder or the approval holder's agents and users.
- A copy of a Road Corridor Permit obtained if the activity is occurring on a State Controlled Road.
- A copy of the planning approval for the business (if relevant). It is the responsibility of the applicant to determine and confirm that a planning permit is not required where the use of premises (to which the footpath trading area relates) is accepted development under the planning scheme or PDA development scheme.
- A copy of all building approvals (if relevant).
- A copy of approval to conduct engineering works within a road reserve, where applicable.

Failure to submit all the above details may result in delays in processing the application or refusal of the application.

3.4.3 Trading Zone of adjacent premises

If applicant is proposing to occupy the Trading Zone of an adjacent premises, Mackay Regional Council requires the applicant to obtain and submit written consent of the business and/or building owner, body corporate (if applicable) and/or occupier of the adjacent premise. The letters of consent must be provided on the third party's official letterhead and signed by relevant persons. If the neighbouring business is sold, a new letter must be submitted to the Council by the new occupier.

The footpath is public space and as such is not owned by any one business. This means a business and/or building owner, body corporate (if applicable) and/or occupier cannot sell or charge rent for the use of the footpath in front of their premises.

3.4.4 Fees and charges

Application fees apply to some of the activities requiring approval under Mackay Regional Council's Local Law No. 1 for the Commercial use of Local Government Areas or Roads.

The fee applicable on lodgement of the application, is the application fee plus an annual fee and covers the following services provided by Council's Health and Regulatory Services:

- pre-lodgement meeting and advice provided;
- the assessment of the application;
- Obtaining referral advice from third parties if applicable;
- On site inspection;
- Purchase and installation of delineation markers (if not existing)
- The approval for the term of the current financial year (if approved, if the application is refused by Council, the annual fee is refundable, but the application fee is not refundable)

Fees paid are for the current financial year, 01 July to 30 June, and after approval is issued, these fees are paid when lodging an application for renewal of the approval, at the end of the financial year.

Refer to the current financial years adopted fees and charges which can be found on Council's website - www.mackay.qld.gov.au (search Schedule of Fees and Charges).

3.4.5 Lodging a Footpath Trading Application

A Footpath Trading Application must be lodged and paid with Council either:

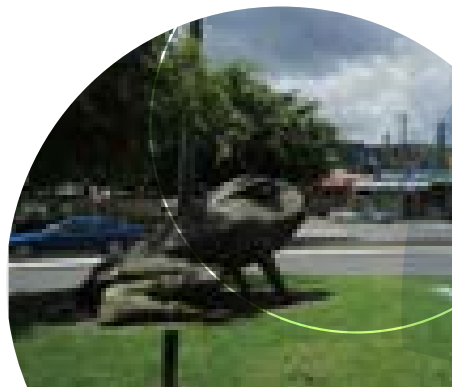
- in person at any of Council's Customer Service Centres;
- by email council@mackay.qld.gov.au; or
- post to:
Mackay Regional Council
PO Box 41
Mackay QLD 4740

3.4.6 Application assessment process

This process is visually represented in a process flow chart which is located in Appendix 2.

On receiving an application, the Council's delegated authorised officer will:

- Check that all relevant information has been received.
- Check that the footpath trading is associated with a use legally established under the *Planning Act 2016* or *Economic Development Act 2012*.
- Check the application to ensure it meets the intent and requirements of Council's Local Law No.1 (Administration) 2011, Subordinate Local Law 1.2 (Commercial Use of Local Government areas and Roads) 2011 and proposed to be operated in line with this policy guideline.
- Refer the application to other departments within Council for advice and comment as necessary.
- Refer to other relevant agencies as deemed necessary e.g. Department of Transport and Main Roads, Office of Liquor and Gaming etc.
- Inspect the site and check the accuracy of submitted application plans
- Assess the application against other outstanding matters that may relate to the premises
- Advise the applicant of any changes that need to be made to the submitted plans, issue an information notice and await re-submission by the nominated date.
- Assess the application including referral to Council if appropriate
- Approve or refuse the approval application.



3.4.7 Decision making

Where applications meet all the requirements of the policy guideline, Council's delegated authorised officer will normally grant an approval.

Applications are not guaranteed approval and are subject to full assessment. Applications will be assessed on a case-by-case basis considering the information provided by the applicant. Council reserves the right to approve, restrict or refuse any application under the relevant Local Law.

In some cases a variation to this policy guideline may be granted if the policy guideline objectives can still be met and extenuating circumstances for deviation can be demonstrated to Council.

Extenuating or special circumstances could include, but are not limited to:

- Support of the achievement of the footpath priorities;
- Demonstrated hardship in conforming to new standards;
- Mitigating factors such as street barriers or kerb extensions;
- Previous Council approval and prohibitive expense in replacing existing infrastructure, including evidence of contributions to street furniture.

In considering applications that vary from this policy guideline, Council will assess the application and make a recommendation in accordance with the policy guideline objectives in conjunction with Council's Local Law No.1 (Administration) 2011 and Subordinate Local Law No.1.2 (Commercial Use of Government Controlled Areas and Roads) 2011. This includes matters such as:

- The effect on pedestrian traffic flows and safety;
- The impact on the appearance of the street and its surroundings;
- The impact on amenity;
- The duration of use;
- The effect on vehicular traffic flows and safety;
- Compatibility with other uses in the street;
- Whether it is complementary to the primary adjoining use;
- Whether it is less intensive than the primary adjoining use;
- The applicant's previous record of compliance;
- Any relevant policies of the Council;
- Any other matter relevant to the application.

3.4.8 Display of approval

Approval holders must display a current, legible approval clearly in the shop front window. This place must be prominent and visible to the public.

Failing to display a current approval for the activity will be in breach of a condition of the approval.



3.5 Administration of Approvals (amendments / transfers / renewals)

3.5.1 Amendments to an existing approval

Approval holders must submit an application in writing, using the required application form, for any amendments to their existing approval. Amendments may include changing furniture design, adding furniture or changing layout from an original approval.

Amendments must be made providing the information mentioned in Section 3.4.2 where relevant to the proposed changes. An amendment fee is required for Council officer assessment and liaison.

The normal assessment and decision making process will be followed as per the application process illustrated in Appendix 2. Mackay Regional Council reserves the right to amend approval conditions to ensure compliance.

3.5.2 Transfer of approvals

Footpath trading approvals belong only to the approval holder for which it is issued therefore should a business change occur it is necessary for the footpath trading approval to be amended to reflect these changes. The following three scenarios may occur in the event of a business change:

1. Should a **change in business location** be proposed, (business and activity move) this will require a new application for footpath trading and is not transferable. See Section 3.4.
2. If a **new business owner** wants to operate in an already approved footpath trading area and proposes **no changes** to furniture, layout, times etc. then a transfer of the approval can occur by completing the application form and paying a transfer fee. Note, should a transfer of a footpath trading approval occur the conditions and specifics of this approval are transferred as originally approved to the new owner. Any variation of the original approval triggers an amendment.
3. If a **new business owner** wants to operate in an already approved footpath trading area and proposes to **make changes** to furniture, layout, times etc. then an amendment of the original approval applies - see Section 3.5.1.

3.5.3 Renewal of an existing approval

Approvals for footpath trading are renewed annually at the beginning of each financial year (July 1). A renewal notice is issued for all existing approval holders. It is the responsibility of the approval holder to ensure all approval renewal details, including public liability, amendments and fees, are forwarded to the Council by June 30. Failure to provide all renewal documentation and meet the payment of annual or quarterly fees may be considered a non-application and therefore may result in the cancellation of the original approval.

Mackay Regional Council reserves the right to reassess and amend approval conditions to ensure compliance with current policy.

An annual footpath trading approval is required for all and/or occupation of the footpath in accordance with Council's Local Law No.1 (Administration) 2011 and Subordinate Local Law No. 1.2 (Commercial use of Local Government Areas and Roads) 2011. The approval holder is liable for any breach of the conditions set out in the approval, including those committed by their staff or patrons.

To be granted an annual approval for footpath trading, the applicant must agree to comply by signing the application form.



3.6 FOOTPATH TRADING MANAGEMENT RESPONSIBILITIES

3.6.1 Approval holder's responsibilities

3.6.1.1 Daily management

The management of a footpath trading approval is the responsibility of the approval holder. To ensure appropriate management, approval holders are required to:

- Operate in accordance with the conditions of the approval, endorsed plans and the requirements and objectives as outlined within this policy.
- Monitor the Trading Zone, including observing patrons at all times and responding to behaviour that may interfere with the use, enjoyment and personal comfort of others using the footpath area.
- Observe all Local Law and legislative provisions relating to footpath trading, including noise, responsible serving of liquor, and health and amenity.
- Maintain access for all users in and around the footpath at all times, including repositioning furniture when moved outside the Trading Zone by patrons.
- Uphold the cleanliness of the footpath area, ensuring tables and chairs are kept clean and litter is removed and deposited in bins kept inside the premises.
- Remove all approved furniture from the footpath area at close of business.
- Comply with all general and specific conditions of the approval.

3.6.2 Council responsibilities

3.6.2.1 Maintenance of the footpath

Council manages the maintenance of the footpath and reserves the right to reclaim access to the footpath and remove all trading furniture at any time.

3.6.2.2 Compensation and loss of trade

There is no compensation for the removal of footpath furniture or any loss of trade when service authorities and others are required to carry out works within the road reserve. It is the responsibility of the permit holder to reinstate fittings or fixtures, not the person, service authority or contractor executing the works.

No compensation is provided for any problems, inconvenience or loss of trade resulting from activities or works carried out by the Council or its contractors at, or adjacent to, an approval holder's footpath trading area.

3.6.2.3 Access to underground services

Services such as sewer, gas, water, telecommunications and electricity conduits must not be obstructed by any permanent structures, including fixed barriers, decking, umbrellas and planter boxes.

Removable tables and chairs may be placed on top of underground service pits providing these are structurally sound. In an emergency, immediate access is required.

Council and other service authorities reserve the right to access all underground services within the footpath trading area at all times, without notice to the approval holder.

3.6.2.4 Monitoring compliance with approval

Council's delegated authorised officers proactively and routinely monitor the operation of footpath trading approvals ensuring that businesses are operating according to their approval and ensure the conditions of the approval are met.

Council's delegated authorised officers also have a duty to respond to and investigate client requests and complaints regarding an alleged compliance breach or non conformance.

Following determining non-compliance with the Local Law and/or conditions of an approval, the authorised officer will engage the approval holder or alleged offender and require remedial action.

Depending on the seriousness and regularity of the breach, the normal enforcement/compliance action process taken by an authorised officer will consist of:

1. Verbal warning;
2. Compliance Letter;
3. Compliance Notice;
4. Penalty Infringement Notice;
5. Stop Order.

In the case of a serious breach, an officer may act immediately to resolve the situation. A serious breach is one where the officer considers there is an immediate public safety risk or repeated offences where approval holder has failed to remedy the breach.

This may include instances where access is impeded to an extent that it would be difficult or impossible to walk freely through the Pedestrian Zone.

Failure to comply with the above enforcements may result in Council amending, suspending or cancelling an approval and/or seizing footpath trading furniture and associated furnishings until the matter is rectified.

3.6.2.4 Amendment, Suspension and Cancellation of Approval

The following provides for the grounds in which an authorised person can amend, suspend or cancel an approval:

- for the safety of public health and safety;
- to prevent environmental harm;
- prevent property damage or loss of amenity;
- allow for works on the local government controlled area/road;
- improve access to a road;
- improve efficiency of vehicle or pedestrian traffic;
- another approval for the trading has been suspended or cancelled;
- failing to comply with the Local Law or an Act;
- failing to comply with Compliances Notice or Stop Order served under the Local Law;
- original approval granted because of a document or representation that was false or misleading or obtained or made in an improper way.

Where Council considers there is a ground for amendment, suspension or cancellation of an approval, a **Show Cause Notice** will be issued stating the:

- proposed action;
- the grounds for this action;
- an outline of the facts and circumstances forming the grounds for this action; and
- the proposed suspension period if necessary.

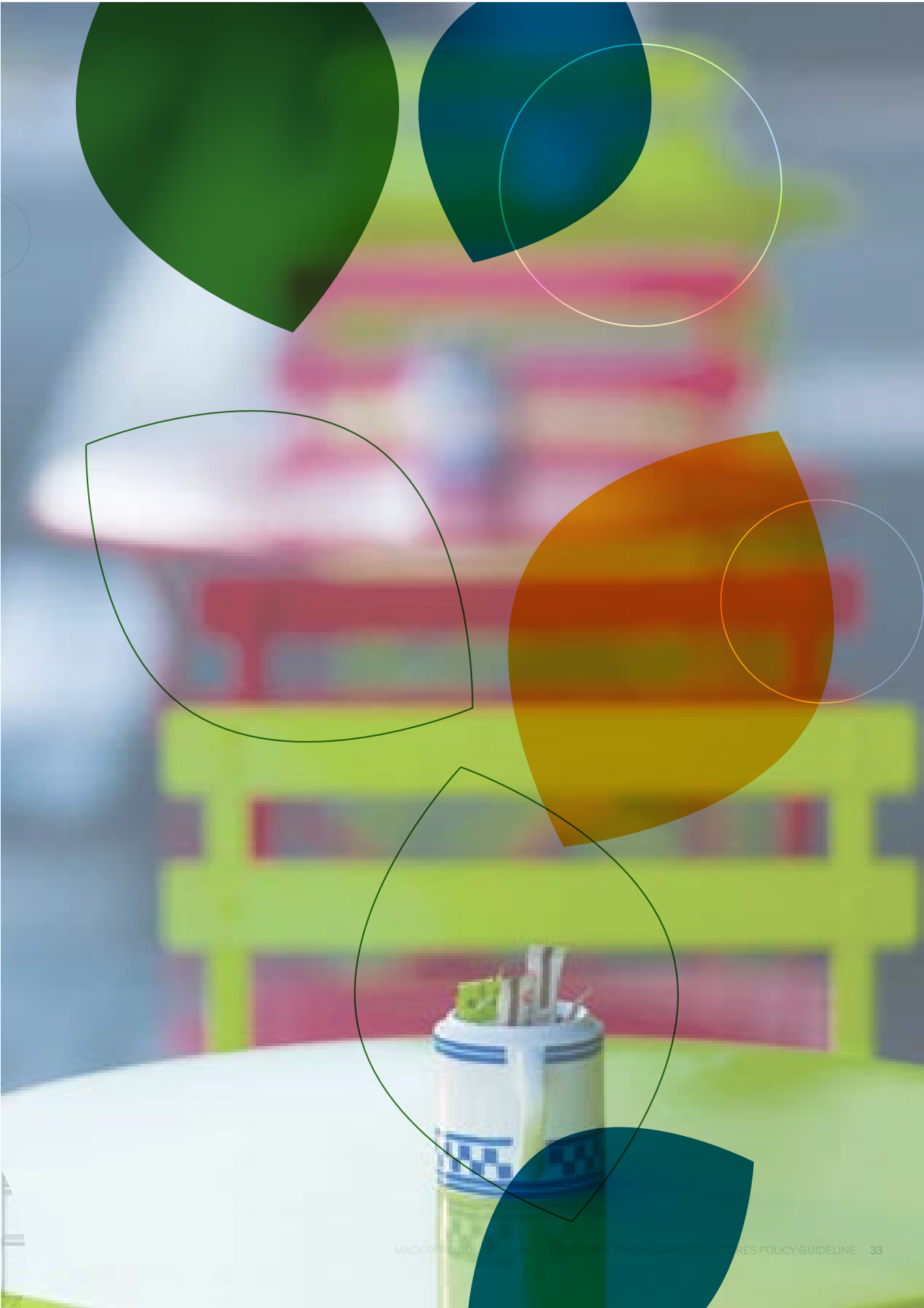
The Show Cause Notice will also provide the approval holder the opportunity to make written submissions on why this action should not be taken which can be made at least 21 days after the notice is given.

If the approval holder provides submissions, this will be considered and Council can either cease action on the Show Cause Notice and give written notice to the approval holder OR uphold the Show Cause Notice and issue an information notice informing the approval holder of the decision.

This decision will take effect on the day of the written notice or a later date specified by Council.

In the instance where Council deems there is an urgent and serious threat to public health and safety, environmental harm, damage to property or loss of amenity, Council can immediately suspend an approval by giving notice to the approval holder about this decision, which takes effect immediately.

Council may instigate legal proceedings where directions provided in the aforementioned are not complied with.



SECTION 4

FOOTPATH STRUCTURES, FURNISHINGS AND FIXTURES

This section looks at the requirements for the establishment, management and maintenance of permanent and temporary footpath structures, furnishings and fixtures within the streetscape.

Table 4.1 details the permitted (subject to approval) and not permitted structures, furnishings and fixtures (both permanent and temporary) within the streetscape.

Proposals for permanent awnings will only be considered where the structure is associated with an existing or proposed footpath dining activity and is required for the purpose of providing weather protection.

Proposals for temporary structures, furnishings and fixtures will be considered on a case by case basis and will be assessed according, but not limited to available space, streetscape character, pedestrian activity, amenity and traffic conditions.

4.1 Overarching regulatory instruments

The following overarching regulatory instruments govern structures within the road reserve:

- Building Act 1975;
- Disability Discrimination Act 1992;
- Queensland Heritage Act 1992;
- Planning Act 2016;
- Economic Development Act 2012;
- Local Law 1 (Administration) 2011:
 - + Subordinate Local Law 1.1 2011 Alteration or Improvement to Local Government Controlled Areas and Roads;
 - + Subordinate Local Law 1.2 Commercial Use of Local Government Areas & Roads;
 - + Subordinate Local Law 1.4 Installation of Advertising Devices;
 - + Subordinate Local Law 1.12 Operation of Temporary Entertainment Events;
 - + Subordinate Local Law 1.14 Undertaking Regulated Activities on Local Government Areas & Roads;
- the planning scheme in relation to heritage matters;
- the Queensland Development Code (Building Code) in relation to building matters and building over or near relevant infrastructure.

This policy guideline encompasses the requirements from each of these regulatory provisions into one process to facilitate the establishment of footpath trading.

Where this policy guideline is silent on a matter(s) of relevance, the requirements of, and assessment against the relevant regulatory instrument will prevail in all circumstances. For example, this policy does not include building work requirements, which are to be assessed under the Building Code.

In an instance where a proposal, or element of a proposal, has a discrepancy with the requirements of this policy guideline, the relevant overarching regulatory instrument will prevail in determining the outcome.

4.1.1 Footpath trading and structures on a State controlled road

Footpath trading activities and structures located on a designated State controlled road will require separate assessment and approval (Road Corridor Permit) from the Department of Transport and Main Roads (see Section 5 Footpath trading and structures on a State Controlled Road for further details).

This section includes the relevant criteria in relation to design, location, use and storage of permanent and temporary structures, furnishings and fixtures within the streetscape.

4.2 Permanent and temporary structures, furnishings and fixtures

This section includes the relevant criteria in relation to design, location, use and storage of permanent and temporary structures, furnishings and fixtures within the streetscape.

Table 4.1 - Permitted / not permitted structures, furnishings and fixtures in the road reserve.

Structure, furnishing or fixture	Permitted (subject to approval)	Not Permitted
PERMANENT STRUCTURES		
Awnings (freestanding or attached)	⊙	
Footpath dining - fixed chairs and tables		⊙
Umbrellas (fixed)		⊙
Barriers		⊙
Bollards		⊙
Decking		⊙
Building entrance access ramps		⊙
TEMPORARY STRUCTURES		
Retractable blinds or screens	⊙	
Tents / gazebos*		⊙
Removable barriers	⊙	
Bicycle parking rail	⊙	
TEMPORARY FURNISHINGS AND FIXTURES		
Footpath dining - non-fixed tables and chairs	⊙	
A-frames	⊙	
Heaters	⊙	
Flags	⊙	
Planter boxes and pots	⊙	
Menu displays	⊙	
Umbrellas	⊙	
Clothes racks and display tables	⊙	
Sound amplification device(s)*		⊙
Cash register		⊙
Portable dry bar		⊙
Waiter station	⊙	

* Temporary tents or gazebos, and sound amplification device(s) are appropriate for use (subject to approval) in association with temporary street events such as street markets, festivals, charity fundraisers or outdoor radio broadcasts.

4.2.1 Awnings (freestanding or attached)

Proposed awning structures within the streetscape that are above the minimal awning requirements of the planning scheme, can be either attached to a building or freestanding (not attached to a building). Both will require a different approach to design and structural responses, and have separate approval processes.

A proposed awning structure attached to or sited on a building on an identified Heritage place cannot be assessed under this Policy and will require a Material Change of Use development application for assessment of heritage matters under the Mackay Region Planning Scheme or Mackay Waterfront PDA development scheme.

4.2.1.1 Design objectives

The design objectives for freestanding structures in the road reserve:

- promote and celebrate the tropical character of the region;
- provide a safe public environment;
- retain an open character;
- considers the location and design of nearby constructed structures so as to avoid cluttering the streetscape;
- do not create an overbearing presence within the streetscape;
- improve pedestrian amenity and experience;
- are sympathetic, not diminish and reinforce heritage elements of local and state heritage buildings and places;
- enhance business opportunity as a result of increased footpath activity and vibrancy; and
- activate streets within centres with footpath dining and retail opportunities.

4.2.1.2 Design criteria

When complimenting a building with an outdoor structure, there are several design criteria that are to be adhered.

The proposed structure must adhere to the following set of design criteria.

STREETSCAPE AND BUILDING INTEGRATION

- The structure must be designed to create a positive visual integration with the streetscape / public realm and the adjoining building. Additional consideration must be given to buildings that are identified as 'local' or 'state' heritage (see section on heritage considerations).
- The structure design must not dominate the streetscape, be in conflict with the overall streetscape character, and appear out of proportion or character to the adjacent buildings.
- The structure design should not interfere with the neighbouring building's ability to perform their trading activities. In considering adjoining premises, the design should take into account rainwater runoff, noise, access and over shading.
- The structure must not interfere with the flow of pedestrian or vehicular traffic or create a hazard or obstruction within the streetscape.
- The structure must not obstruct the visual scope of the City Safe CCTV Network within the City Centre or any other established CCTV networks in other centres.
- The structure design must consider the location of existing street lighting and not diminish the effectiveness of the street lighting.
- The structure design must consider compatibility with existing or potential future street trees.

DESIGN PARTICULARS AND CLEARANCES

The structure design must consider the following design specifications and is also dependent on the existence of street lighting. Further detail is provided in Figure 4.1 - Site plan for a structure, and Figure 4.2 - Elevation plan for a structure

- The supporting columns of the structure must be located:
 - + within the centre of the structure and a minimum on 0.75 metres from the kerb (additional clearances may be required to accommodate street lights, traffic signs, signals, trees or traffic conditions);
 - + so they meet the requirements of public liability agencies.
- The minimum height of a structure to the soffit is 3 metres.
- The maximum fascia depth is 180mm.
- The structure design must consider the following minimum setbacks for the roofline, where not attached to a building:
 - + 0.3 metres from the footpath drainage grate;
 - + 1.2 metres from the kerb where street lighting is present, otherwise 0.6 metres from the kerb; and
 - + 0.5 metres from a driveway or laneway.

ACCESS AND MOBILITY

- The structure must provide equitable access and functionality to the premises is a mandatory requirement of any new upgrades and ensures the premises can be enjoyed by everyone. The design of the structure must be compliant with the relevant Disability Discrimination Act 1992 guidelines. Council, or your building design professional, can provide you with advice to ensure that your design complies with these requirements.

PERMEABILITY AND VISIBILITY

- The structure must provide maximum opportunity for people to admire the full streetscape with minimal disruption to the visual amenity or character of the City Centre. Permeability will also provide increased opportunity for natural light, pedestrian safety and customer supervision.
- The structure must be open on at least three sides with the option to include operable (retractable) transparent screens to modulate sun and rain.
- The structure must keep advertising signage to a minimum. Advertising signage does not obstruct or diminish the views and vistas to heritage buildings.

MATERIALS

- Lightweight materials and colours appropriate to Mackay's tropical environment and climate must be selected. A material palette of steel, timber, louvres, batten or decorative screens are to be considered. The materials must also be sensitive to the adjacent/attached building.
- The structure must be constructed of materials that are durable, non-combustible, weather proof, easily maintained, and do not stain, discolour or deteriorate.
- The design should be continuous along the façade of the associated building, rather than suiting the individual tenants.

STORMWATER DRAINAGE

- The structure design must ensure that runoff from any permanent roof or canopy is collected and legally discharged to the civic stormwater system. Stormwater runoff collected by the roof is not permitted to fall onto the footpath.

ELECTRICAL

- The structure design shall provide power to supply lighting and/or fans. Power for other requirements is to be discussed in detail with Council.

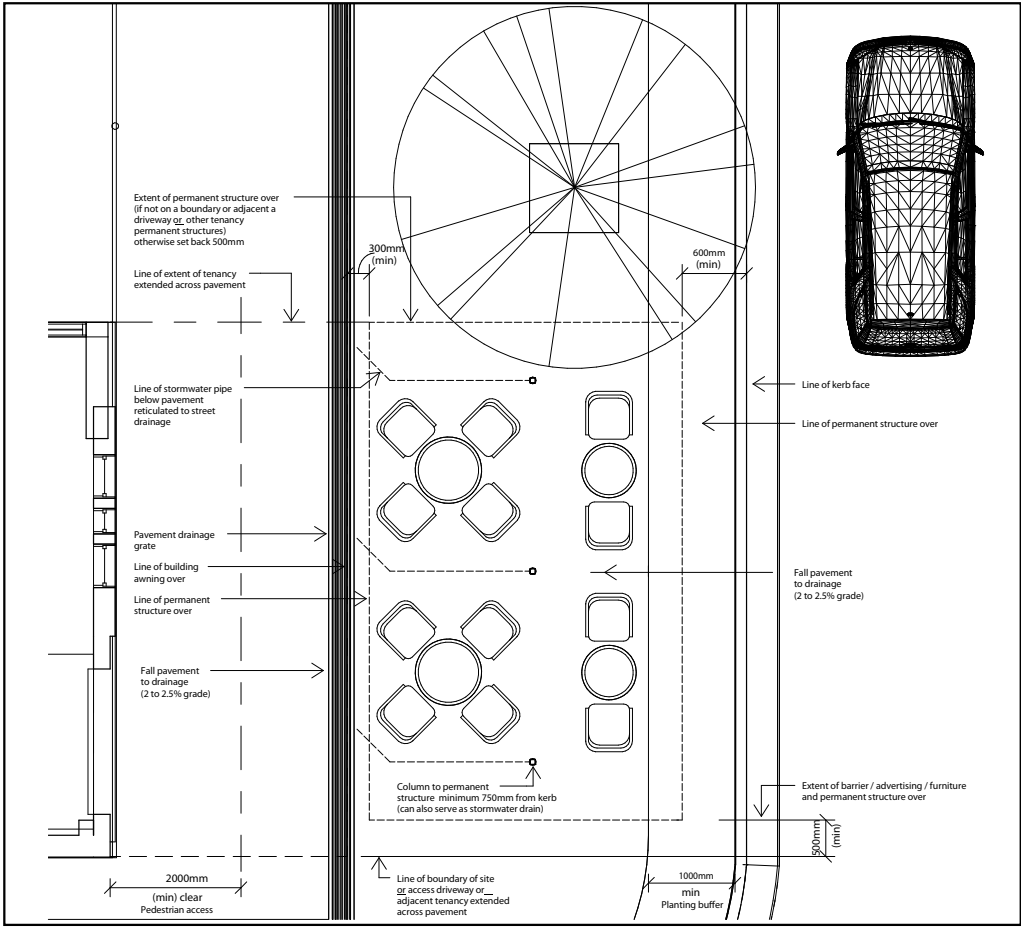


Figure 4.1 - Site plan for a structure

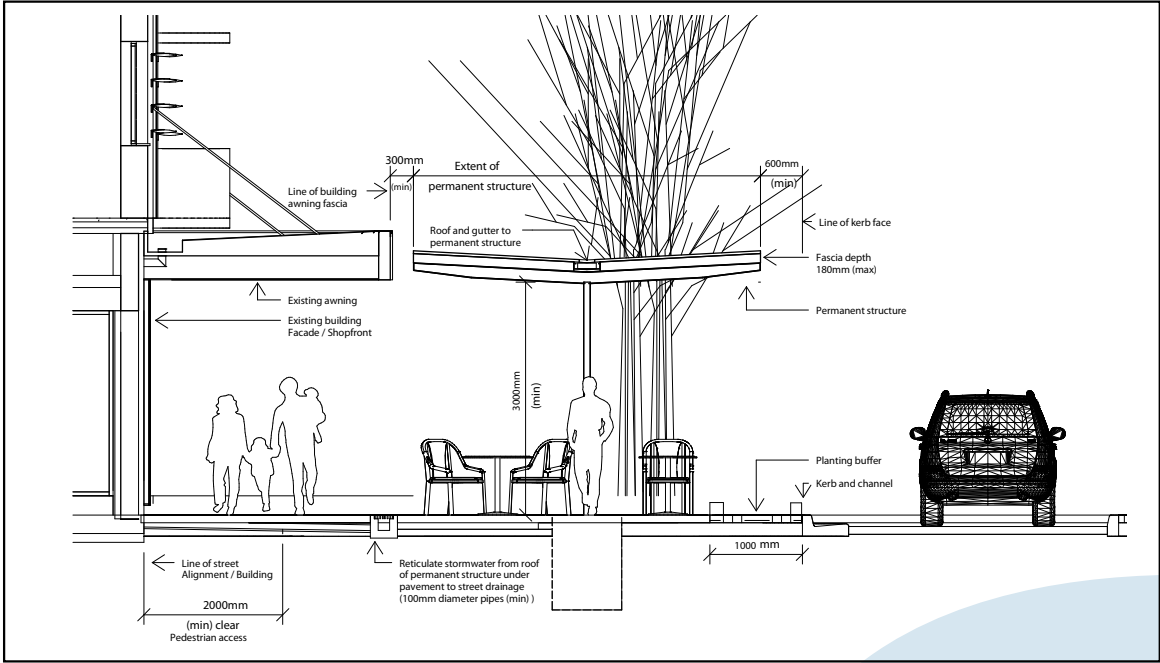


Figure 4.2 - Elevation plan for a structure



Figure 4.3 - Perspective plan for a structure

- Lighting shall be:
 - + provided below street awnings to supplement existing street lighting and 'spill' lighting from shop fronts;
 - + compliant with requirements for P4 lighting in pedestrian areas;
 - + recessed into the awning under surface and all associated wiring and conduits concealed;
 - + readily accessible to facilitate regular maintenance.

STRUCTURAL

- Structural design shall be sufficient to avoid unacceptable risks to public safety including obstructions to pedestrians, structural failure, vehicle collisions, fire, storms or earthquake.
- Structural design shall be certified by a RPEQ compliant structural engineer as being compliant with the Building Code of Australia.
- Footings for post supported awnings shall be concealed beneath the footway, or be integrated into the design of the post so as to avoid hazards to pedestrians.

HERITAGE PLACE CONSIDERATIONS

The City Centre is home to some of region's significant and prominent heritage buildings, most notably of Art Deco character.

This section only applies to freestanding structures in the road reserve that are in front of an identified Heritage place. Council has the right to refuse a freestanding structure located in front of or adjacent to a Heritage Place, despite meeting other criteria in this guideline.

The applicant must demonstrate compliance with the following criteria:

- The structure design must complement the architectural significance and streetscape presence of a heritage building by providing decorative features that are in keeping with the heritage building, applying a sympathetic colour palette, and being proportional to the heritage building.
 - The structure application must demonstrate compliance with the following:
 - + identifies the significance of, and design measures for lessening any impacts to, heritage buildings;
 - + the structure must not:
 - compromise value elements of heritage buildings;
 - impede or diminish views of heritage buildings from streets and other public places.
- Note - the structure application may be accompanied by a heritage impact statement prepared by a suitably qualified heritage professional or architect to assist in demonstrating compliance with these requirements.
- The structure design must be sympathetic to, and consider, adjoining heritage value elements in relation to the following:
 - + building height;
 - + building bulk, scale and shape;

- + setbacks and siting;
- + horizontal and vertical articulation;
- + roof lines, eaves and existing attached awnings;
- + building openings;
- + orientation; and
- + materials and footings.

Failure to comply will void this process and require the applicant to submit a development application that is assessed under the planning scheme (material change of use) in relation to heritage matters.

4.2.2 Tables and chairs

Permanently fixed tables and chairs for footpath dining are not permitted in the Trading Zone or any other part of the footpath in any circumstance, as it:

- significantly reduces the ability of the street to accommodate a dynamic and diverse range of footpath activities, particularly where occurring outside of cafe/restaurant trading hours;
- significantly increases the opportunity for vandalism of fixed furniture outside of business hours;
- obstructs access to the footpath for necessary repairs to infrastructure and general maintenance.

All dining furniture must be of a temporary nature and easily removed from the Trading Zone for storage on the premises at the end of trade.

Bar style tables and chairs/stools may be used for footpath dining in the Trading Zone, but must not be placed against the building line or exclusively used for the consumption of alcohol.

Council will not permit tables and chairs in the Trading Zone to be used for public seating purposes. Approvals for table and chairs will only be given for footpath dining that is associated with a tenancy.

4.2.2.1 Design

Tables and chairs must, at all times, be confined within the approved Trading Zone and council must approve all furniture (including tables and chairs before they are located in the Trading Zone).

Tables and chairs must:

- be of an outdoor design style. Indoor-style furniture is inappropriate for use in an outdoor environment.
- be hardy, sturdy and solid enough to resist wind gusts.
- be constructed of materials that do not deteriorate quickly
- be easy to clean.
- be stackable for ease of storage and readily removed and stored within the indoor (private) part of the premises or as stipulated on the approval.
- have a minimum 3cm diameter rubber pad on their legs to protect the pavement surface.

- table height maximum of 900mm for tables placed on building line. Bar stools & tables greater than 900mm high may be considered in bump out areas and dining on road side of footpath where there is no adverse effect to road and pedestrian safety.

It is the business owner's responsibility to maintain the base of all items and to ensure items placed on the footpath do not cause damage to the existing footpath or other public infrastructure. The cost of repairing any damage caused will be borne by the approval holder.

No form of advertising is approved on tables and chairs.

4.2.2.2 Placement and storage

The number of tables and chairs that will be approved for use on the footpath will be dictated by the size of the approved Trading Zone and whether or not seating is likely to have a significant adverse impact on adjoining parking and pedestrian movement.

Mackay Regional Council determines the placement and storage of furniture, as follows:

- No more than the maximum number of tables and chairs approved can be used in the footpath area
- Tables and chairs must be set back from existing infrastructure, including street trees, lights and public furniture (see Figure A3.1 - Furniture clearances to existing or planned infrastructure, in Appendix 3 for further detail).
- No furniture is approved to be located and used on grassed areas, garden beds or nature strips.
- All furniture must be removed from the footpath and stored inside the premises at the close of trade.
- The applicant must ensure that adequate storage is provided on the premises for all approved footpath furniture. The applicant will be required to demonstrate this to the assessing officer prior to approval being issued.
- No fixed tables or chairs may be used in the Trading Zone
- The number of tables and chairs placed within the Trading Zone must allow unobstructed access and circulation for patrons and staff
- 4.0m² (2.0m x 2.0m) is the minimum space requirement for a table and chairs and the separation distance between adjoining settings is as follows (see Figure A3.2 - Furniture layout options, in Appendix 3 for further detail):
 - + A two-person table requires a minimum of 2.0m² (unless a narrow footpath)
 - + A three-person table requires a minimum of 3.0m²
 - + A four-person table requires a minimum of 4.0m²
- A distance of 0.5m² must be allowed between adjoining settings.
- Tables and chairs must be durable, non-combustible, non-reflective, UV resistant, easily maintained, and do not stain, discolour or deteriorate. Glass tables must be shatter proof if proposed for use.
- Bench-style furniture is approved for use in outdoor areas,

however it must be constructed of lightweight material to ensure it can be easily removed and stored.

- Bench-style furniture must have a gap of 0.5 metres between each table setting to allow unobstructed access and circulation of patrons and staff.
- Chairs should be oriented parallel with the footpath and not be placed backing onto the Pedestrian Zone.

4.2.3 Umbrellas

Permanently fixed umbrellas are not permitted in any circumstance. Removable umbrellas must be used and located within the Trading Zone.

It is preferred that umbrellas be used where existing shelter, such as awnings do not provide sufficient sun protection. The use of umbrellas where existing awnings are present must not present a cluttered appearance or detract from the building facade and character of the street.

The following standards apply for umbrellas:

- Colour of umbrellas must be sympathetic to heritage values of adjoining heritage buildings (where relevant) and the streetscape character.
- The width of the umbrella must not protrude into the Kerb Zone, parking lane or travel lane causing a hazard to parking or passing vehicles.
- Umbrellas:
 - + may overhang into the Pedestrian Zone provided there is a minimum height clearance of 2.2 metres;
 - + where CCTV is present, must have a minimum height clearance of 3 metres;
 - + must be durable, non-combustible, non-reflective, UV resistant, weather proof, easily maintained, and do not stain, discolour or deteriorate;
 - + must have a stable base to ensure public safety;
 - + must not obstruct traffic signals or sight lines;
 - + take up space within the Trading Zone. This must be taken into account when considering the furniture layout;
 - + will only be permitted where tables and chairs have been approved; and
 - + must be removed from the footpath on close of business.
- When it is raining, water from large umbrellas should be discharged outside the access way and Pedestrian Zone.
- Advertising on umbrellas is minimal and may display the name/logo of the business or franchise. Product advertisement is kept to a minimum, is not overbearing and does not impact on the character of the streetscape. Advertising on umbrellas must not cause a visual distraction to traffic.

4.2.4 Barriers

4.2.4.1 Permanent barriers

The use of permanent barriers to separate the Trading Zone and Kerb Zone is not permitted in any circumstance.

4.2.4.2 Permanent bollards

The use of permanent bollards to separate the Trading Zone and Kerb Zone is not permitted in any circumstance.

4.2.4.3 Removable barriers

Removable barriers may be used within and on the edge of the Trading Zone to contain the footpath trading activity, define the limit of the footpath trading activity or delineate between adjoining footpath trading activities.

Removable barriers are primarily used in conjunction with footpath dining activities.

The following standards apply for removable barriers:

- To preserve the general appearance and openness of the streetscape, the maximum height for removable barriers is 0.9m.
- Removable barriers can be placed on a maximum of three sides of the Trading Zone.
- Barriers may not be placed on the boundary between the Trading Zone and the Pedestrian Zone to allow maximum access from the Pedestrian Zone to the dining activity within the Trading Zone.
- Barriers should not privatise, fully enclose or adversely impact access to the Trading Zone.
- All types of removable barriers must be lightweight to ensure they can be removed from the footpath in accordance with the footpath dining approval.
- No other structures (including plastic blinds, awnings and menu displays) can be attached to the removable barriers, at any time.
- Advertising on removable barriers is minimal and must only display the name/logo of the business or franchise. Any product advertisement is not permitted. Advertising on removable barriers must not cause a visual distraction to traffic.
- All removable barriers must be secure to ensure that they are not moved or knocked over.
- Removal barriers must be adequately stored on the premises

after close of business.

- For Trading Zones not within a footpath build-out, removable barriers will only be approved between the Kerb Zone and the edge of the Trading Zone parallel to the road.

Ropes, chains or other devices designed to cordon off the approved Trading Zone are not permitted unless specifically provided for in the approval.

4.2.5 Decking

Permanent decking to extend the footpath (and Trading Zone) into the parking zone is not permitted in any circumstance.

Any proposal for the extension of the footpath to increase its width, resulting in the reconfiguration or removal of on-street parking, must be discussed with Council with no guarantee of approval.

4.2.6 Retractable screens and blinds

Retractable blinds may be appropriately installed on structures where complying with the below requirements. These temporary structures will be given consideration where it is demonstrated to improve the visitor experience on streets where there is poor protection from the elements. Screens and blinds are primarily for use during periods of adverse weather conditions.

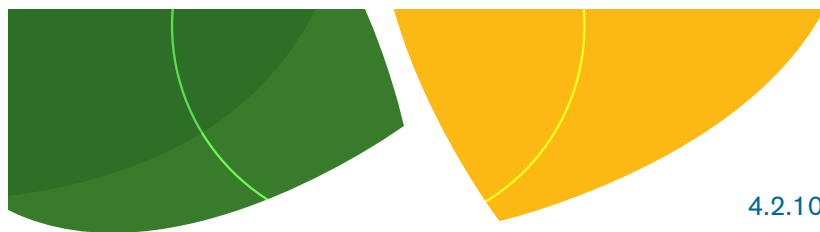
The location of these temporary structures will only be considered for structures on footpath build-outs.

Retractable screens and blinds must consider the following:

- available space, prevailing urban character, existing street infrastructure and traffic conditions;
- provided in areas with high exposure to rain and windy conditions;
- materials and colours - blinds must be durable, non-combustible, non-reflective, UV resistant, weather proof, easily maintained, and do not stain, discolour or deteriorate;
- must not adversely affect the streetscape character and heritage buildings (if relevant).

The following standards apply for retractable screens and blinds:

- No advertising is approved on a screen or blind.
- Screens and blinds must be UV resistant to avoid break down of the material and loss of transparency.
- Plastic selected for screens and blinds must be of maximum transparency.
- Retractable screens or blinds must not enclose public spaces or adversely affect the openness of the footpaths or create the effect of an 'outdoor room' (i.e. alienate or discourage use of footpath).
- Retractable screens or blinds must be completely raised to the highest point at close of business each day.
- All fixings must be marine-grade stainless steel.



- All screens and blinds must be retractable and ideally concealed within a pelmet when retracted.
- Screens and blinds must be kept clean at all times, maintained to a safe standard and repaired immediately if damaged.
- Council has the right to refuse a screen or blind attached to a significant heritage building or within a heritage overlay area, despite meeting other criteria.
- Screens and blinds must not intrude into the Pedestrian Zone or Kerb Zone.
- A 1.5 metre break must be provided in the centre of an outdoor area that is 10m or greater in length.
- Screens and blinds should not obscure sight lines.

4.2.7 Tents and gazebos

The use of collapsible tents or gazebos on a permanent basis is not permitted in any circumstance. However, tents or gazebos may be permitted for use during temporary events such as street festivals, markets, outdoor radio broadcasts, or short term charity fundraising events.

4.2.8 Bicycle parking rails

The use of bicycle parking rails will be considered on a case by case basis. Bicycle parking rails complement cafe activities on the footpath.

Bicycle parking rails must not be located within the Pedestrian Zone and Kerb Zone and clear of any seating used for footpath dining in the Trading Zone.

4.2.9 Signage and advertising

All signage including, but not limited to, A-frames, flags and bunting must not be located in the Pedestrian Zone.

Proposed advertising on removable umbrellas and barriers must be included in the proposal application for consideration.

All other advertising devices (e.g. wall sign, fascia sign, above/ below awning sign, roof sign, etc) are assessed under Council's Local Law 01.04 for advertising devices and not this policy.

4.2.9.1 A-frames

The following standards apply for A-frame signs:

- Only 1 A-frame sign per tenancy is permitted.
- A-frame signs must be wholly located within the Trading Zone and must not obstruct access ways.
- A-frame signs must not be located in the Pedestrian Zone, Kerb Zone or median strip.

Stand-alone A-frame signs on the footpath is not a footpath trading activity. As such, a stand-alone A-frame sign is assessed under Council's Local Law 01.04 for advertising devices and not this policy.

4.2.10 Heaters

The use of heaters will be considered on a case by case basis. Approved heaters must be located within the Trading Zone only.

The following standards apply for heaters:

- Patio style gas heaters must have a mounted base on the footpath and are not permitted to be mounted on any other surface.
- Fixed gas or electric heaters proposed to be suspended from the underside of an awning or from a building overhanging Council land must be fixed and installed in accordance with appropriate engineering standards by a licensed tradesperson and must have minimum clearance of 2.5m above the Trading Zone. Heaters will remain the responsibility of the owner / occupier of that business to provide all maintenance and upkeep at the business expense.
- Heaters must be licensed as part of the approval.
- Heaters must be covered by the approval holder's public liability insurance.
- Gas heaters must comply with the Petroleum & Gas Production & Safety Regulation 2004 (Refer to the Queensland Government, Department of Natural Resources, Mines and Energy) and Australia Standard AS4565.
- Heaters must not be positioned where they may present a fire hazard (e.g. close proximity to awnings and umbrellas).
- Gas heaters must not be in use unless sufficient ventilation is provided when retractable blinds are lowered and clear access and egress is provided.

4.2.11 Planter boxes and pots

Planter boxes and pots can be used to improve the look and feel of an outdoor area. A footpath approval must be obtained for the use of planter boxes or pots.

The following standards apply for planter boxes and pots:

- Planter boxes or pots can be used instead of removable barriers on the edge or within the Trading Zone.
- Planter boxes and pots must:
 - + be located within the Trading Zone and not in the Pedestrian Zone and Kerb Zone;
 - + not be affixed to any footpath, building, street furniture, pole or other structure;
 - + be no higher than 0.9 metres and no longer than 1.8 metres;
 - + be lightweight to ensure removal from the footpath in accordance with the footpath trading approval; and
 - + be designed to ensure mosquito breeding does not occur.
- To provide access to the street, there must be a 1.0m space between kerbside planter boxes and neighbouring zones.
- Irrigation of boxes must not stain pavements or cause spills creating puddles and slip hazards to footpaths.
- Advertising is not permitted on planter boxes or pots in any circumstance.
- Maximum height of planter box plus vegetation must not to exceed 1.2 metres.

- The placement of planter boxes and pots do not conflict with CCTV sightline requirements.
- Planter boxes are designed to enhance the streetscape and are constructed from durable materials.
- Plants are kept in a good, healthy condition and look neat and tidy all year round. Planter boxes are to be kept free of weeds and grass.

Council reserves the right to enforce removal permanent planter boxes from the footpath at a cost to the landowner.

Stand-alone planter boxes and pots on the footpath and not associated with a footpath trading activity are not footpath trading activities. Stand-alone planters and pots are not permitted to be located on the footpath at any time.

4.2.12 Menu displays

A limit of 1 freestanding menu display is permitted per tenancy. Additional signage sign displaying menus may be fixed to building frontages but must not be attached to removable barriers, umbrellas, awning columns or any other structure.

The following standards apply for menu displays:

- Freestanding menu display stands are only to be located in the Trading Zone and not in the Pedestrian Zone or Kerb Zone.
- The location of the menu display in the Trading Zone must not obstruct access ways.

4.2.13 Clothes racks and display tables

The following standards apply for clothes racks and display tables:

- Clothes racks must be no more than 1500mm height and 0.75 metres in width.
- Clothes racks and display tables must be located within the approved Trading Zone and stored on the premises at the close of trade.
- Clothes racks and display tables must not obstruct or be located in the Pedestrian Zone or Kerb Zone.
- The position of clothes racks and display tables must allow for a person to look at goods from within the Trading Zone and not from the Pedestrian Zone.

4.2.14 Sound amplification devices

No sound amplification equipment or jukeboxes may be utilised in the Trading Zone, Pedestrian zone or access ways. No live entertainment or amplified music systems are permitted without the written permission of Council. For outdoor radio broadcasts requirements relating to sound amplification, see section 3.3.6.3.

4.2.15 Cash register

Cash registers and payment counters must be located on the premises and are not permitted in the Pedestrian Zone, Trading Zone or Kerb Zone in any circumstance.

4.2.16 Portable dry bar

A portable dry bar for the purpose of serving alcoholic and non-alcoholic beverages from the Trading Zone is not permitted in any circumstance.

All alcoholic and non-alcoholic beverages must be prepared on, and served from the premises to the Trading Zone with food service.

A permanently fixed drinks service bar will not be permitted within the Trading Zone or any part of the footpath.

4.2.17 Waiter station

A maximum of one (1) waiter station per business will be permitted and must form part of the approval.

The following standards apply for waiter stations:

- The waiter station must be no more than 1500mm height x 1000mm width x 600mm depth and must be allocated an area of 1.5m².
- Menu boards and discrete product advising may be securely attached to the approved waiter station.
- The waiter station must be located within the approved Trading Zone and stored on the premises at the close of trade.
- The waiter station must not obstruct access ways or be located in the Pedestrian Zone or Kerb Zone.

4.3 Management and maintenance

4.3.1 Structure management and responsibility

The landowner will be required to hold a separate approval from Council where a structure is proposed to occupy an area within the road reserve. The landowner will be required to enter into a Deed of Agreement with Council to formalise that approval.

The Deed of Agreement puts sole responsibility on the landowner for the structure's management, maintenance, public liability and removal.

The Deed of Agreement must be signed prior to the approval of the Footpath Structure application (refer Appendix 2 for the application and approval process).

4.3.2 Structure maintenance

Provision is to be made for regular maintenance to ensure the continuing structural integrity and attractive appearance of the awning.

A maintenance plan is to be developed to include annual inspection of structural components, repainting after five (5) years minimum, regular guttering / down pipe maintenance, regular cleaning and replacement of defective lighting on other deteriorated components. No fixture or fitting will be permitted to be suspended from the underside of an awning or a building, unless all required permits required under the Building Act 1975 have been obtained.

4.3.3 Access to underground services

Services such as sewer, water, telecommunications and electricity conduits must not be obstructed by any permanent structures.

Removable tables and chairs may be placed on top of underground service pits providing these are structurally sound. In an emergency, immediate access is required.

Council and other service authorities reserve the right to:

- access all underground services within the footpath Trading Zone at all times, without notice to the footpath trading approval holder; and
- amend the footpath trading approval to better manage any conflicts with access to underground services.

4.3.4 Monitoring compliance with the approved structure

Council's officers will monitor the maintenance of approved structures and ensure the conditions of the approval are met.

Following a complaint or observation of a breach of the Footpath Structure approval, a Council officer will contact the approval holder and take appropriate enforcement action. This may be in the form of verbal instructions, a written notice or an infringement notice. Any breach of the approval will also conflict with the signed Deed of Agreement.

In the case of a serious breach, an officer may act immediately

to resolve the situation. A serious breach is one where the officer considers there is an immediate public safety risk.

This may include instances where access is impeded to an extent that it would be difficult or impossible to walk freely through the Pedestrian Zone.

Each breach will result in a compliance notice or an infringement notice depending on the seriousness of the offence.

Failure to comply with a notice may result in termination of the approval in accordance with the Deed of Agreement and removal of the structure at the sole cost to the approval holder.

Applicants are advised to read and familiarise themselves with this policy prior to making an application to Council.

The Footpath Structure Application is primarily for the assessment of permanent awning structures proposed in the road reserve (refer Appendix 2 for the application and approval process).



4.4 Applications and approvals process

4.4.1 Prior to lodging a Footpath Structure Application

Prior to lodging an application for a Footpath Structure (and a Footpath Trading), the applicant should organise a pre-lodgement meeting with Council to discuss the proposal.

The purpose of the pre-lodgement meeting is to explore any issues or concerns to:

- determine if the proposal should or should not advance to application lodgement;
- address any issues or concerns, which should be included and addressed in the application.

A pre-lodgement meeting can be organised by contacting Council on 1300 622 529 or council@mackay.qld.gov.au.

4.4.2 Footpath Structure Application process

An application for a freestanding footpath structure in the road reserve must be made and assessed under this Policy, except where attached to, or located on, a Heritage place (building or site), which is to be assessed against the Mackay Region Planning Scheme or Mackay Waterfront PDA development scheme.

Proposals for awnings that are attached to, or located on, a State heritage place (building or site) cannot be assessed under this Policy and will require separate assessment under the planning scheme (Material Change of Use for assessment against the Heritage overlay) and referral to the Department of Environment and Heritage Protection.

Applicants proposing to establish a footpath structure in the road reserve in all other circumstances, must complete, sign and lodge a Footpath Structure application (an application form can be obtained from one of Council's customer service centres or online at www.mackay.qld.gov.au) that accompanies a Footpath Trading application where no footpath trading approval exists (see Section 3 on how to make a Footpath Trading application).

Once the application is lodged, it will be assessed against the criteria of this policy. The application may be referred to other departments within Council in relation to planning, parks and infrastructure matters.

The application processing time will be a minimum of 30 business days. If further information is required to properly assess the application, then the processing time is likely to be extended. The applicant will be notified in writing of the decision within 5 business days of a decision being made on the application.

The full application process for footpath trading and structures is provided in Appendix 2.

4.4.2.1 Required information

Applications containing all of the required information will allow for an accurate and complete assessment. To avoid unnecessary delay in assessing a Footpath Structure application, the application must include the following information:

- Site plan showing the location of the proposed structure on the footpath and in relation to the building, adjoining properties and existing infrastructure elements;
- Elevations (front and side), footings and sections. Perspective drawings will further assist with the visual and aesthetic assessment of the proposed structure;
- Statement of compliance with the design criteria prescribed in Section 4.2.1.2;
- Photographs of the site clearly showing the proposed Trading Zone relative to buildings and existing features in the footpath area;
- If located in front of a Local heritage place (attached or detached structure) or State heritage place (detached structure):
 - + a heritage impact statement by a suitably qualified independent heritage professional; and
 - + a statement of compliance with the heritage considerations criteria certified by a suitably qualified independent heritage professional.
- where the proposed footpath structure is to be over an approved footpath trading activity, a copy of the current Footpath Trading approval;
- a Certificate of Currency in relation to a public liability policy of insurance, insuring against liability for the death or injury to any person or damage to any property arising out of the structure that will be authorised by the licence. The insurance policy may be Broad form or must list:
 - + Mackay Regional Council as an interested party;
 - + A minimum of 20 million dollars in public liability;
 - + The insured (including situation of risk);
 - + The Company insuring you;
 - + Expiry date; and
 - + Policy Number.

All plans, elevations and sections must:

- illustrate compliance with the design criteria prescribed in Section 4.2.1.2; and
- be drawn to scale and include dimensions of all elements, and setbacks/clearances from the kerb, boundaries and all other existing elements.

Failure to provide the required information will delay the processing and assessment of the application and may result in a refusal of the application.

The assessing officer will be available to provide advice and assistance in relation to matters relating to the application assessment.

4.4.2.2 Application fee

There is an application fee payable to Mackay Regional Council (non-refundable), being the fee for a Footpath Structure application. The nominated application fee can be obtained from Council's website www.mackay.qld.gov.au (search for Commercial Fees and Charges). The assessment of the application will not commence until the application fee is paid in full.

4.4.2.3 Lodging a Footpath Structure Application

A Footpath Structure Application must be lodged and paid with Development Services either:

- in person at any of Council's Customer Service Centres;
- by email council@mackay.qld.gov.au; or
- post to:
Mackay Regional Council
PO Box 41
Mackay QLD 4740

4.4.3 Temporary structures, furnishings and fixtures proposals

Proposals for all other temporary structures, furnishings and fixtures must be included in detail with the design and/or layout of the Footpath Trading application (see Section 3 - Footpath Trading).

4.4.4 Building works approval

If the Footpath Structure application is approved, the applicant will be required to obtain a Building Works approval for the proposed footpath structure.

This will require the applicant to lodge a Building Works application with a suitably qualified Building Certifier.

The applicant must provide evidence to Council of obtaining the Building Works approval prior to construction of the structure.

4.4.5 Building over or near relevant infrastructure

Where a proposed footpath structure is over or near to infrastructure, the proposal must be assessed under MP1.4 - Building over or near relevant infrastructure of the Queensland Development Code (QDC). This assessment will form part of the Building Works application.

The purpose of MP1.4 of the QDC is to ensure building work for a building or structure that is over or near relevant infrastructure, is carried out so the work does not:

- adversely affect the operation of the infrastructure; or
- place a load on the infrastructure that could adversely affect its structure.

Where the proposed structure does not comply with the criteria of MP1.4 of the QDC, the matter is referred to the relevant infrastructure owner to determine requirements in regard to the protection of the infrastructure. These bodies may include, but not limited to Council, Ergon Energy, Telstra, Optus, NBN, Nextgen, Reef Network for example dependent on the infrastructure within the zone being considered.

4.4.6 Building over or adjacent to stormwater infrastructure

Where a proposed footpath structure is over or adjacent to stormwater infrastructure, the proposal must be assessed under Internal Operating Guideline for Building Over and Adjacent to Constructed Drainage Systems and Easements.

The purpose of the guideline is to

- Ensure protection is provided against structural damage to existing underground infrastructure services from construction works or imposed loads;
- Ensure access is available for future maintenance of the services;
- Prevent consequential damage to the owner's structures;
- Maintain the amenity (functional use) of the property and allow the occupant use of the property without unnecessary constraints;
- Ensure that Council's costs and liabilities are minimized when constructing, replacing, maintaining or obtaining emergency access to constructed public drainage systems located within private property.

4.4.7 Application assessment process

On receiving an application, the Council's delegated authorised officer will:

- Check that all relevant information has been received.
- Check that the proposed structure is associated with an existing or proposed footpath trading activity.
- Check the application to ensure it meets the intent and

requirements of the relevant overarching statutory instruments and the requirements of this policy guideline.

- Advise the applicant of any changes that need to be made to the submitted plans and request further information to properly assess the proposal.
- Refer the application to other departments within Council for advice and comment as necessary.
- Refer to other relevant agencies as deemed necessary
- Inspect the site and check the accuracy of submitted application plans.
- Assess the application against other outstanding matters that may relate to the proposal.
- Assess the application including referral to Council if appropriate.
- Approve or refuse the application.

In considering applications that vary from this policy, Council will assess the application and make a recommendation in accordance with the overarching requirements of the relevant statutory instrument(s).

This includes matters such as:

- The effect on pedestrian traffic flows and safety
- The impact on the appearance of the street and its surroundings
- The impact on amenity
- The duration of use
- The effect on vehicular traffic flows and safety
- Compatibility with other uses in the street
- Whether it is complementary to the primary adjoining use
- Whether it is less intensive than the primary adjoining use
- The applicant's previous record of compliance
- Any relevant policies of the Council
- Any other matter relevant to the application.

4.4.8 Decision-making on applications

If the application is approved, a letter outlining conditions of approval will be issued along with additional documents and approvals needed to be completed prior to construction such as Building Works approval and Building Over and Adjacent to Sewers approval (if relevant).

If the application is refused, the applicant will be notified in writing with an explanation for the refusal. Further clarification can be sought from Council.

In some cases a variation to this policy may be granted if the policy objectives can be met and there are extenuating circumstances. Each case will be decided on its merits.

Extenuating or special circumstances could include, but are not limited to:

- Support of the achievement of the footpath priorities
- Demonstrated hardship in conforming to new standards
- Mitigating factors such as street barriers or kerb extensions



SECTION 5

FOOTPATH TRADING AND STRUCTURES ON A STATE CONTROLLED ROAD

5.1 Applications, assessment and approvals

The Department of Transport and Main Roads (DTMR) plans, provides and manages Queensland's state controlled road network. This includes managing the non-road transport activities, works and structures that occur within state controlled road corridors.

However, DTMR can delegate the management of non-road transport activities, works and structures that occur within state controlled roads to local government. This arrangement is in place for the Mackay Regional Council local government area and allows for a much more convenient, efficient and streamlined approach to the applications, assessment and approvals process, and management of footpaths across the region.

Applicants wishing to undertake a footpath activity, conduct works or erect a structure within a state controlled road corridor are not required to apply directly to DTMR for a Road Corridor Permit (RCP) as required under section 50 of the Transport Infrastructure Act 1994.

An applicant must lodge all Footpath Trading or Footpath Structure Applications under this policy to council for all roads including state controlled roads and follow the applications and approvals process as outlines in sections 3.4 and 4.4.

In addition, consideration will be given to key impacts on road safety, road network efficiency and community access to the road network.

All applications received that are located on a state controlled road will be referred to DTMR for their records.

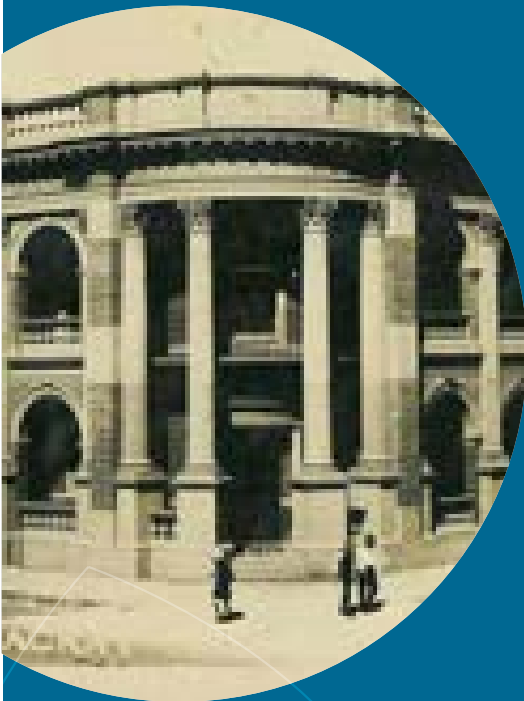




APPENDICES

APPENDIX ONE

Map indicating Local and State heritage places in the Mackay City Centre



1A. Heritage places map: Mackay City Centre

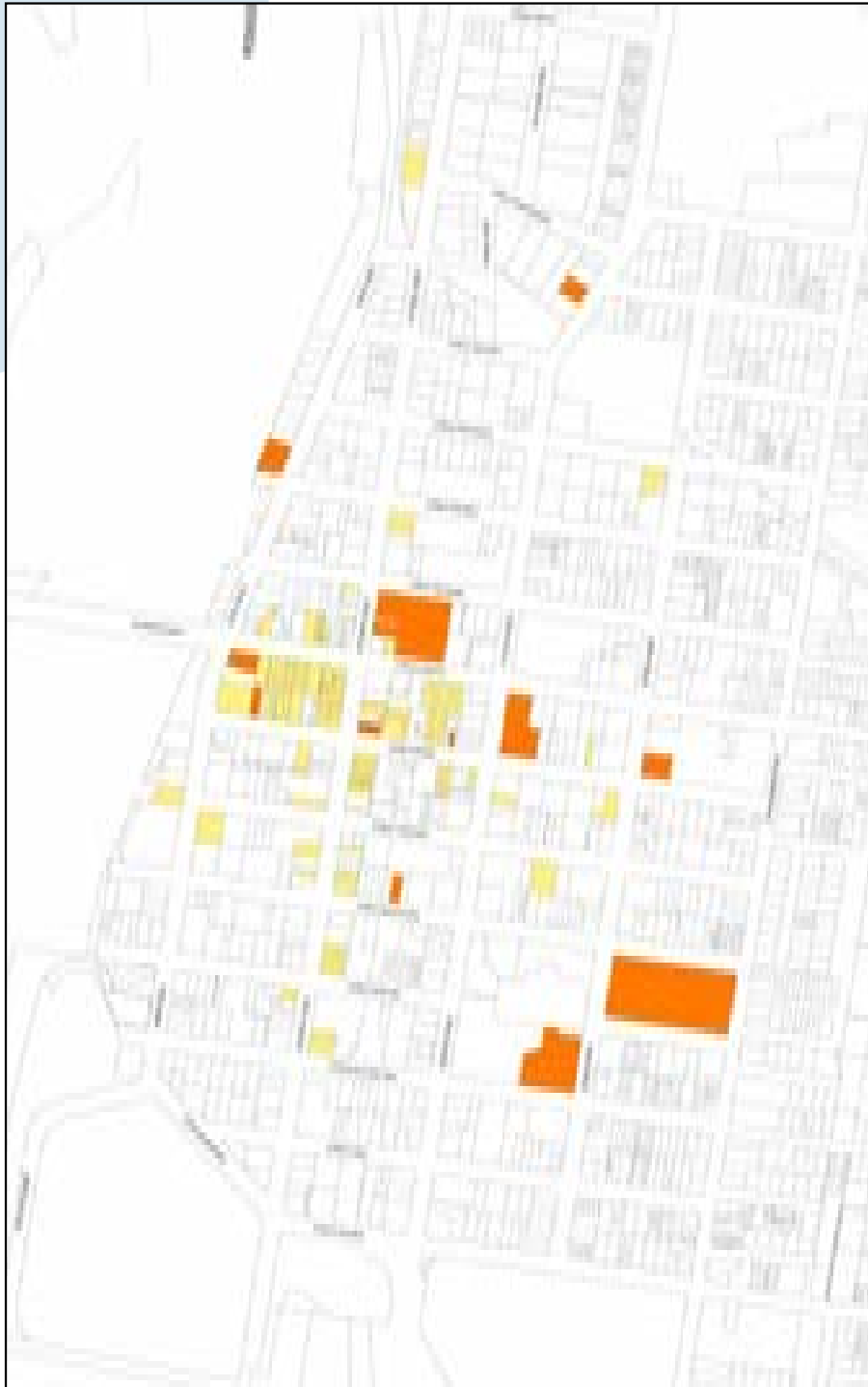


Figure A1.1 - Local and State heritage places within the Mackay City Centre. Refer to the planning scheme and State Heritage listing for the most up-to-date register. For the most up-to-date mapping visit www.mackay.qld.gov.au (search for MIMAPS).

1B. List of heritage places within centres

Heritage places in the Mackay Region

Table A1.1 comprises both Local and State heritage places within centres that are likely to accommodate footpath trading on frontages.

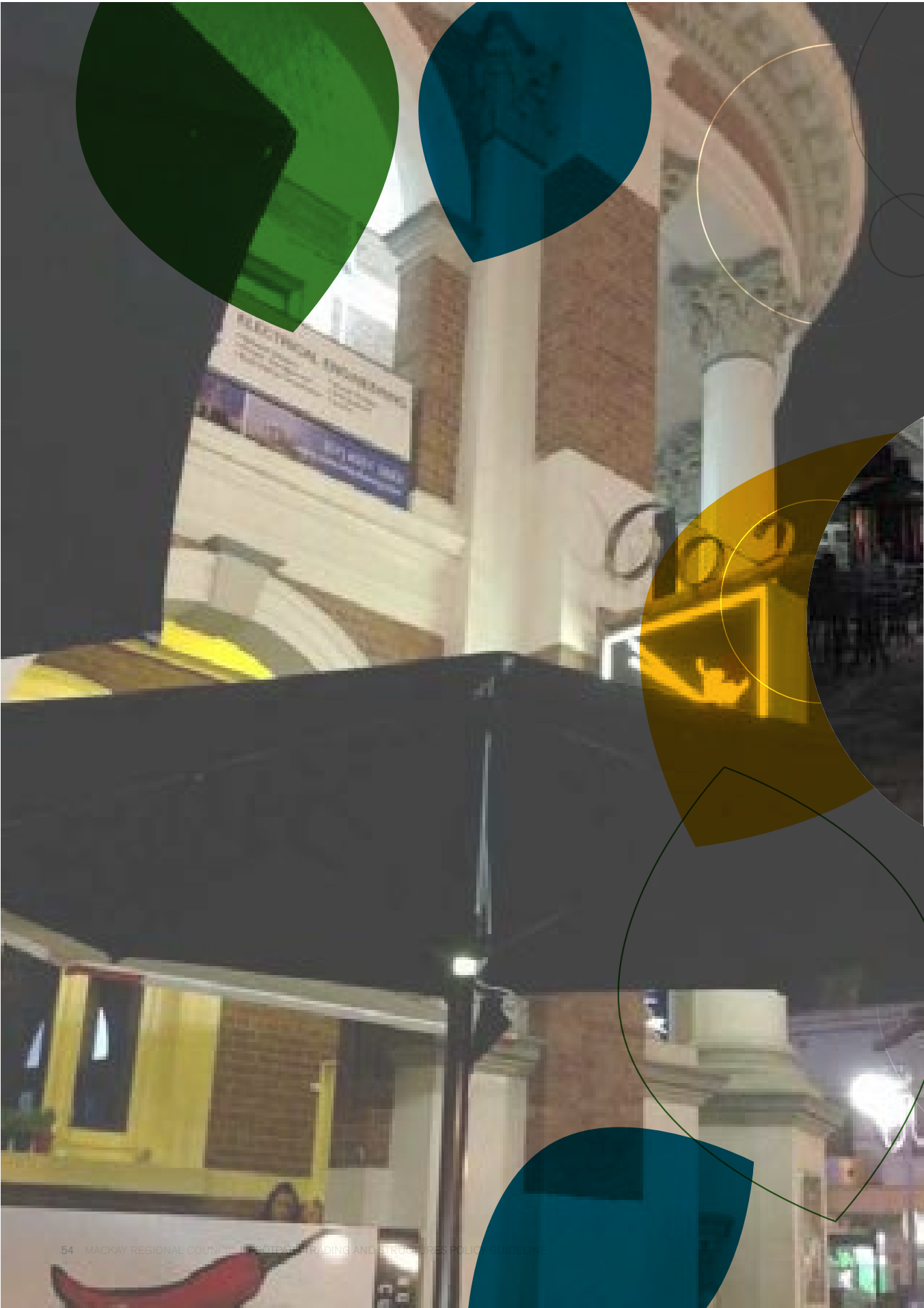
Refer to the planning scheme or State Heritage register for the most up-to-date heritage register and mapping.

NAME OF PLACE	ADDRESS
STATE HERITAGE PLACES	
Mackay Customs House	31 River Street, Mackay
Cenotaph and Jubilee Park	73 Gordon Street (Alfred Street side), Mackay
Police Station (Brisbane Street) and former Court House (Victoria Street)	57 Sydney Street, Mackay
National Bank	79 Victoria Street, Mackay
Former residence of the National Bank	29 Wood Street, Mackay
Saint Pauls Uniting Church	21 Macalister Street, Mackay
The Australian Bank of Commerce (Commonwealth Bank)	63 Victoria Street, Mackay
Town Hall	63 Sydney Street, Mackay
Former Mackay Technical College	133 Alfred Street, Mackay
Holy Trinity Church and Hall	67 Gordon Street, Mackay
Mackay Central State School	251 Alfred Street, Mackay
Pioneer Shire Building	1 Wood Street, Mackay
Masonic Temple	57 Wood Street, Mackay
Paxton Markets	10 River Street, Mackay
Sewerage pump station	38 East Gordon Street, Mackay
Former Walkerston butcher shop	13-17 Dutton Street, Walkerston
Mirani railway station	4-36 Alexandra Street, Mirani
Lt Thomas Armstrong Memorial	28 Victoria Street, Mirani
Sarina War Memorial	Broad Street, Sarina
LOCAL HERITAGE PLACES	
Port Curtis Dairy Co-op	14 Victoria Street, Mackay
Buffalo Hall	41 Victoria Street, Mackay
Blacks Building	75 Victoria Street, Mackay
Palace Hotel	82 Victoria Street, Mackay
Australian Hotel	83 Victoria Street, Mackay
Commercial premises	39, 60, 73, 74, 83, 84, 88, 89, 90, 91, 93, 94, 95, 96, 97, 99, 100-102, 104, 110, 121, 133, 139, 149 and 206 Victoria Street, Mackay
Hamiltons Building	114 Victoria Street, Mackay
T&G Building	114 Victoria Street, Mackay
Wilkinson's Hotel	140 Victoria Street, Mackay
Taylors Building	164 Victoria Street, Mackay
Keogh's Building	172 Victoria Street, Mackay
Hotel Mackay	177 and 204 Victoria Street, Mackay

Table 1.1 Local and State heritage places within centres

NAME OF PLACE	ADDRESS
LOCAL HERITAGE PLACES	
CWA Hall	43 Gordon Street, Mackay
Saint Patricks Convent	2 Gregory Street, Mackay
Commercial Premises	34 Gregory Street, Mackay
Saint Patricks Catholic Church	12 River Street, Mackay
Former Post Office	35 River Street, Mackay
Ambassador Hotel	2 Sydney Street, Mackay
Friendly Society Building	5 Sydney Street, Mackay
Chaseley House	7 Sydney Street, Mackay
Commercial premises	8, 10, 14, 21, 22, 24, 26, 28, 29, 34, 33, 36, 49, 53, 62, 66 and 68 Sydney Street, Mackay
Cominos Building	18 Sydney Street, Mackay
Central Land council	31 Sydney Street, Mackay
RSL	70 Sydney Street, Mackay
Maguires Hotel	11, 15 and 17 Wood Street, Mackay
Commercial premises	31, 41, 47, 49, 51, 53, 58, 80, 84, 86, 98 Wood Street, Mackay
Former Daily Mercury Building	36 Wood Street, Mackay
Taylors Hotel	126 Wood Street, Mackay
Former theatre	81 Wood Street, Mackay
Old Railway Hotel	40 Tennyson Street, Mackay
John Mackay Clock	Victoria Street
Leichhardt Tree	Blewater Quay (River Street)

Table 1.1 Local and State heritage places within centres



54 MACKAY REGIONAL COUNCIL INTEGRATED TRADING AND STRUCTURES POLICY GUIDELINE

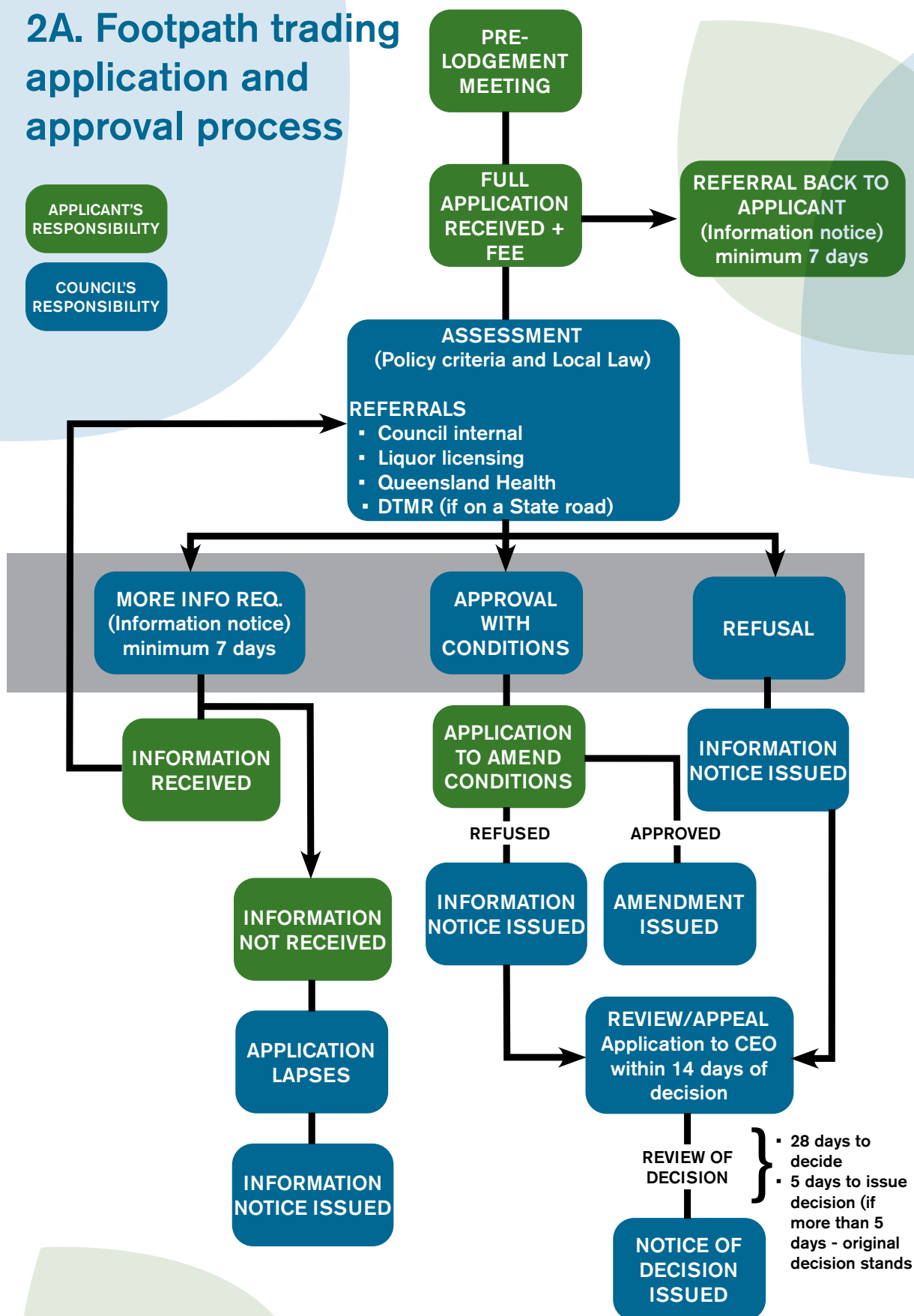
APPENDICES

APPENDIX TWO

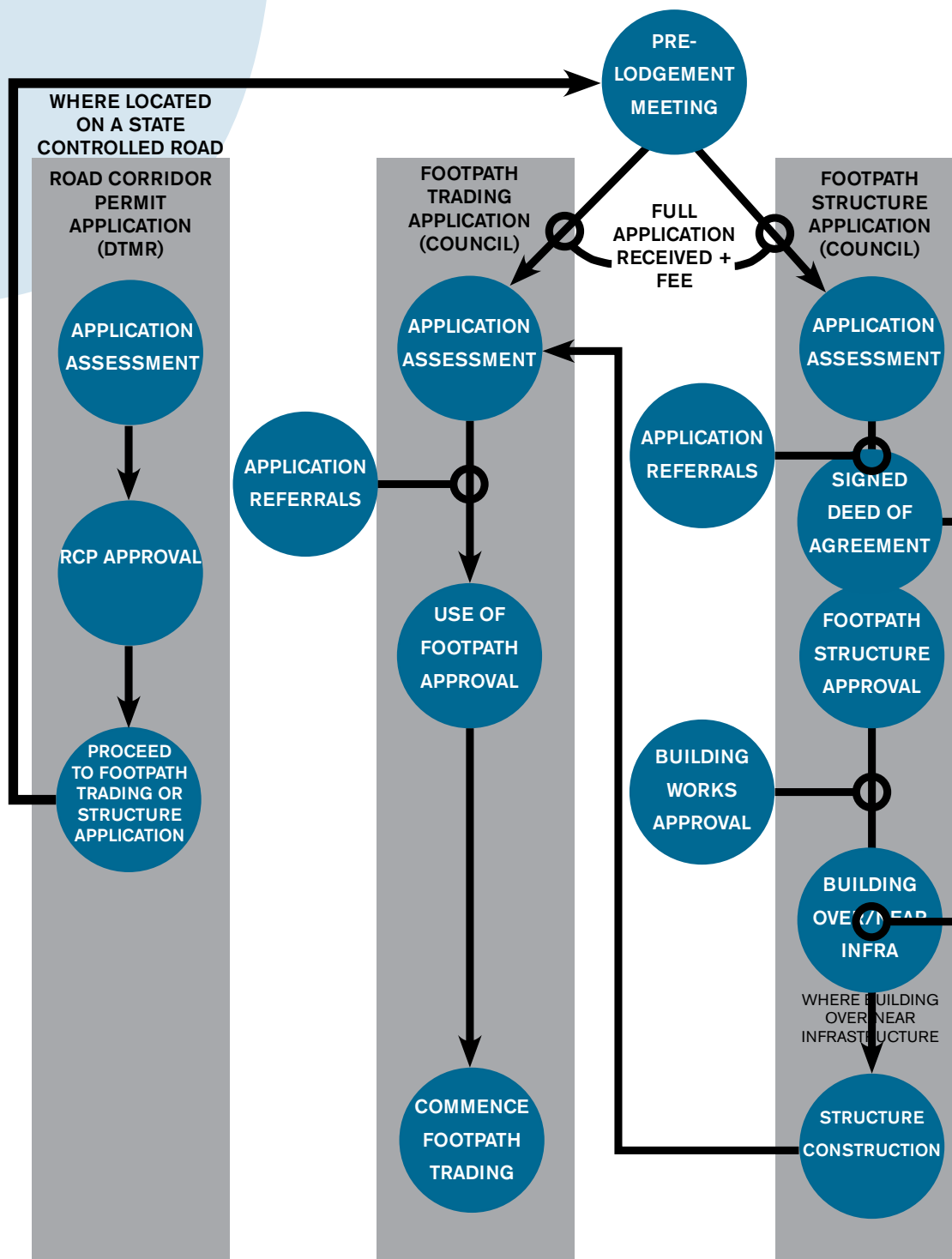
FOOTPATH TRADING AND STRUCTURES: APPLICATIONS PROCESS

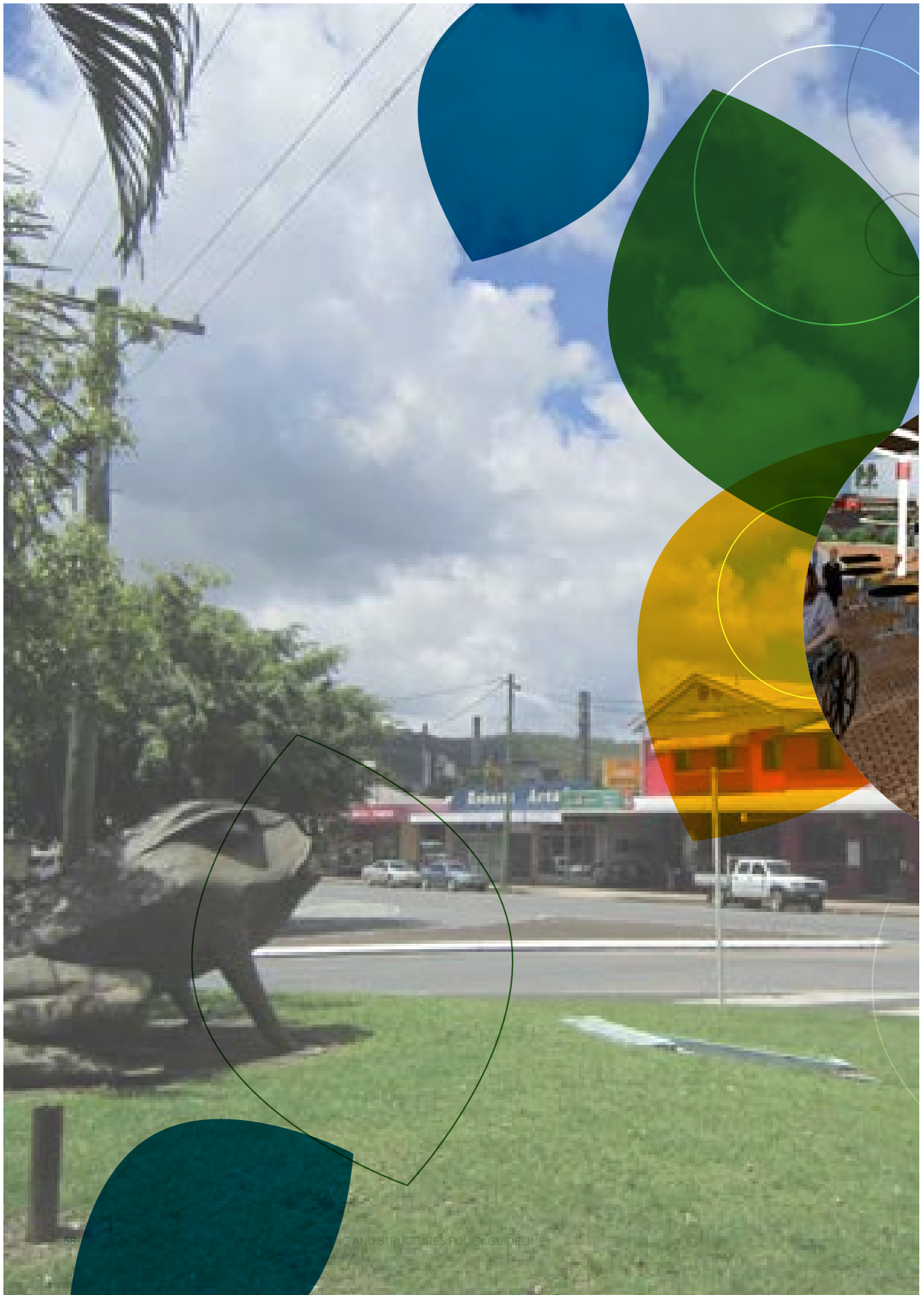


2A. Footpath trading application and approval process



2B. Applications and approvals process





68 | P a g e | M A C K A Y R E G I O N A L C O U N C I L P A T H W A Y I D E N T I F I C A T I O N A N D S T R U C T U R E S P O L I C Y G U I D E L I N E

APPENDICES

APPENDIX THREE

FURNITURE LAYOUT AND CLEARANCES



3A. Furniture clearances to existing or planned infrastructure

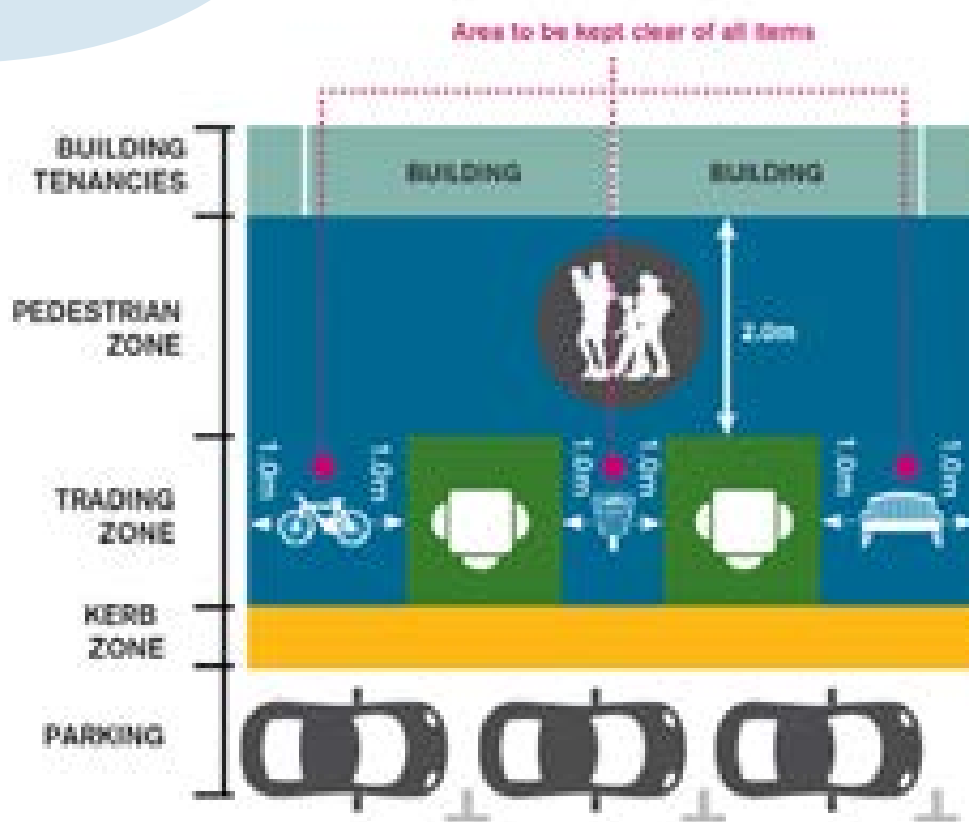


Figure A3.1 - Furniture clearances to existing or planned infrastructure

3B. Furniture layout options

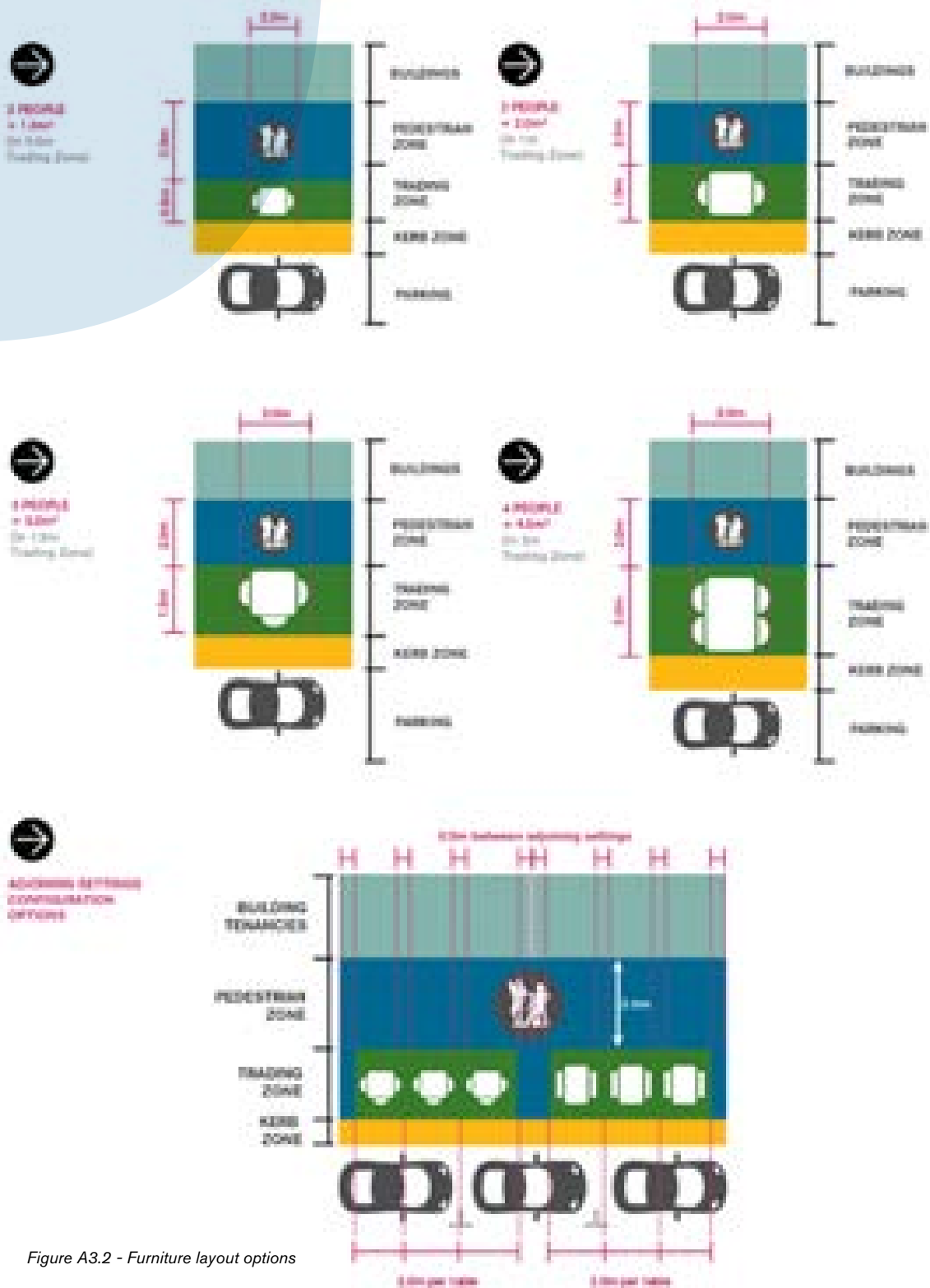


Figure A3.2 - Furniture layout options

3C. Possible exceptions to footpath zone configuration

In certain exceptional circumstances, the Pedestrian Zone and Trading Zone may have an alternative configuration to fit a specific footpath setting. Alternative zone configurations can only occur if all footpath dining activities within the street are consistent.

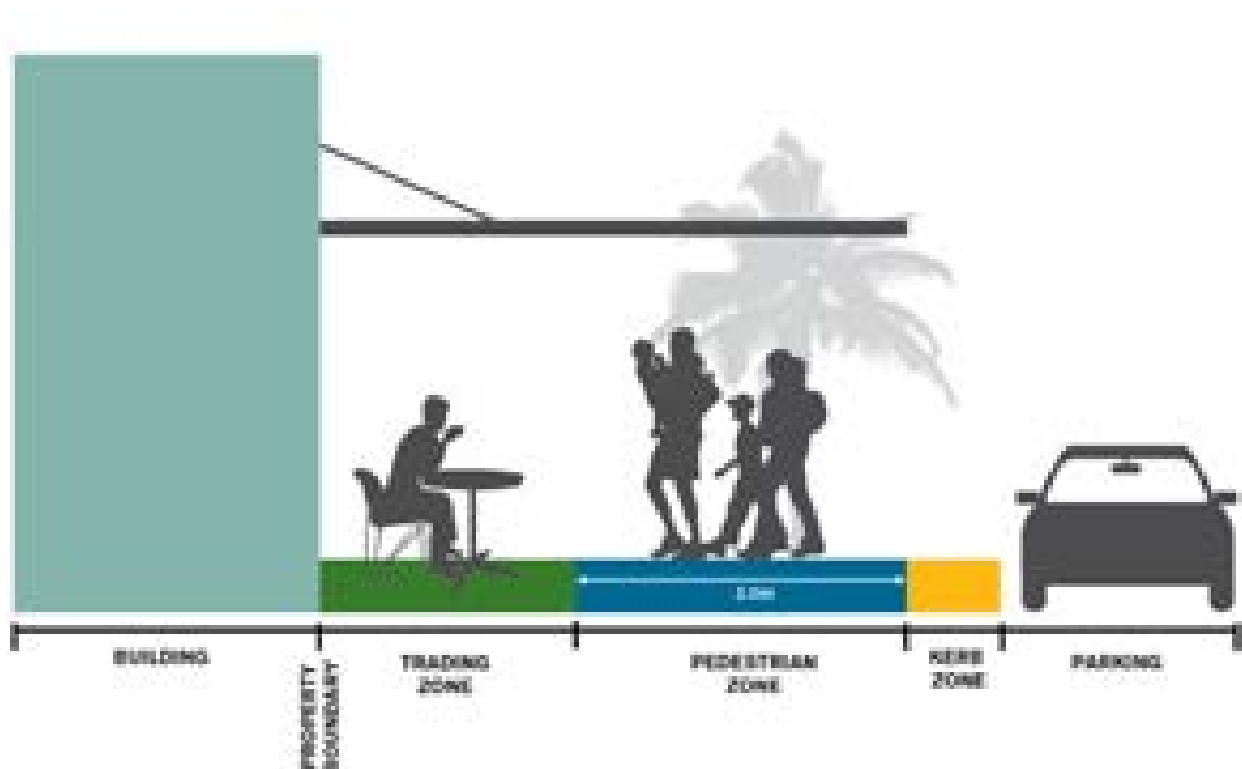


Figure A3.3 - Transect of an alternative footpath zones arrangement within the streetscape

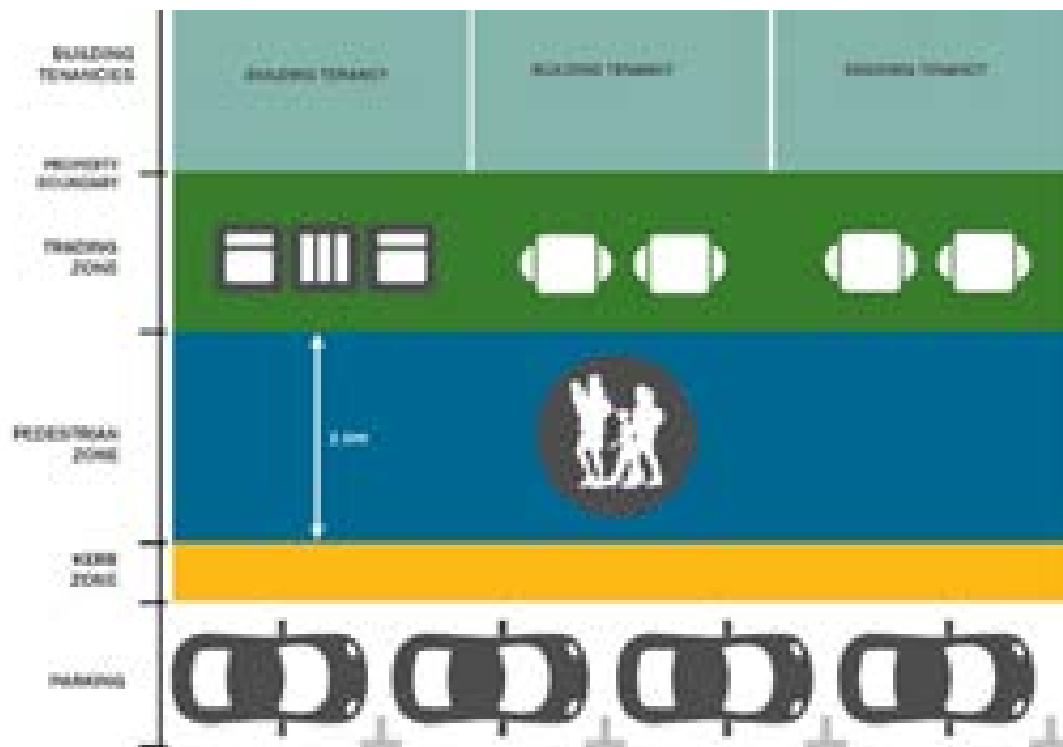


Figure A3.4 - Alternative footpath zones arrangement - Trading Zone against the building and the Pedestrian Zone against the Kerb Zone

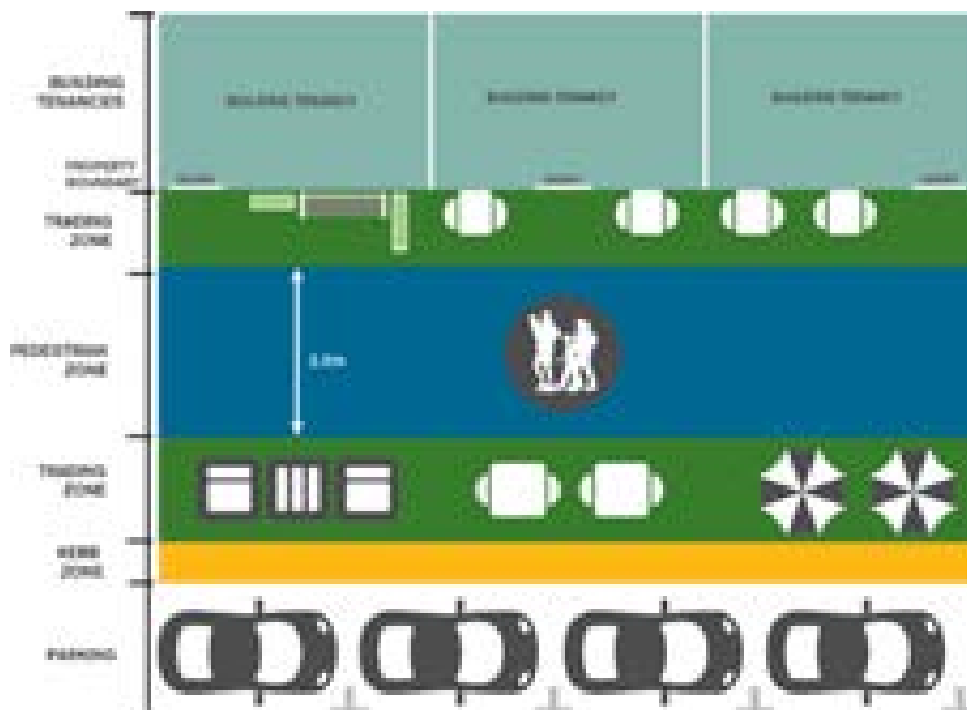


Figure A3.5 - Alternative footpath zones arrangement - split Trading Zones with the Pedestrian Zone in the centre of the footpath area

APPENDICES

APPENDIX FOUR

Access, sanitary and other facility requirements and ratios



4A. Access, sanitary and other facility requirements and ratios

The information contained in Appendix 4 was accurate at the time of printing and taken from the National Construction Code 2015 – Building Code of Australia Volume 1 - which is called upon by the Building Act 1975 and is subject to update. Please refer to the National Construction Code (NCC) <http://services.abcb.gov.au/NCCOnline> for current requirements.

Table A4.1 indicates the numbers of sanitary and other facilities to be provided in a restaurant, café, bar per occupants. These may be different if your business is different to those mentioned. Unless the premises are used predominantly by one sex, sanitary facilities must be provided on the basis of equal numbers of males and females.

Table A4.2 includes form access and egress requirements for persons with a disability.

CLASS 6 BUILDING - RESTAURANTS, CAFES, BARS						
User group	Closet pans		Urinals		Washbasins	
	Design occupancy	Number	Design occupancy	Number	Design occupancy	Number
Male patrons	1 to 100	1	1 to 50	1	1 to 50	1
	101 to 300	2	51 to 100	2	51 to 200	2
	More than 300	Add 1 per 200	101 to 150	3	More than 200	Add 1 per 200
			151 to 200	4		
			201 to 250	5		
			More than 200	Add 1 per 100		
Femal patrons	1 to 25	1	Not applicable	Not applicable	1 to 50	1
	26 to 50	2			51 to 150	2
	51 to 100	3			More than 150	Add 1 per 200
	101 to 150	4				
	151 to 200	5				
	201 to 250	6				
	More than 250	Add 1 per 100				

Note: Sanitary facilities need not be provided for patrons if the building accommodates more than 20 people.

Table A4.1 - Sanitary and other facilities requirements and ratios

CLASS OF BUILDING	ACCESS REQUIREMENTS
Class 6	To and within all areas normally used by the occupants

Table A4.2 - Requirements for access for people with a disability



GET IN TOUCH

POST

Civic Precinct, Gordon Street
PO Box 41 Mackay QLD 4740

PHONE

1300 MACKAY (622529)

EMAIL

council@mackay.qld.gov.au

WEB

www.mackay.qld.gov.au

CUSTOMER SERVICE CENTRES

MACKAY

Sir Albert Abbott Administrative Building
73 Gordon Street, Mackay

SARINA

60 Broad Street, Sarina

MIRANI

20 Victoria Street, Mirani



11.3. COMMUNITY SERVICES
11.3.1. 2026 YOUTH AMBASSADOR TOUR TO MATSUURA

Author A/Senior Co-ordinator Community Programs (Cara Gjuzi)
Responsible Officer Director Community Services (Mark Sleeman)
File Reference Sister Cities

Attachments Nil

Purpose

This report is to request Council approval for Belinda Edgerton to travel to Matsuura as a Chaperone of the 2026 Youth Ambassador Program.

Related Parties

N/A

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

The Mackay-Matsuura Sister City relationship was formed in 1989 following the signing of a Pledge of Friendship. This is an active relationship, with annual exchanges between students and biennial citizen visits. More than 370 students and 150 citizens from Matsuura have visited Mackay since the relationship began.

Matsuura is a coastal city located on Japan's second largest island Kyushu in the Nagasaki Prefecture and has a population of about 25,500. The main industries in Matsuura are electricity production and fishing.

Whilst the relationship began when coal exports from the Bowen Basin were supplying the Matsuura power station, it is now a cultural relationship built on friendship and connection.

Over the years, warm and ever-growing bonds have developed between citizens of our regions as mayoral-led citizen groups visit on an alternative yearly cycle.

In addition to the citizens tours, annual visits between Mackay and Matsuura school students occur. The purpose is to strengthen our cities' ties and to expose Mackay and Matsuura students to each other's cultures.

Some of the benefits to participants in the program are:

- Promote mutual friendship and goodwill between citizens of both cities
- Cultivate better understanding and knowledge between both countries

The key tasks of the chaperone are to lead and manage the tour logistics and ensure the young people participating in the program are always safe. They are offered a professional development opportunity while in Matsuura.

Community Programs Assistant, Belinda Edgerton, has been selected to chaperone the 2026 Youth Ambassador program. Whilst in Matsuura, Belinda will connect with Matsuura Council's Sister Cities team to strengthen connection and understanding of our long-standing Sister Cities relationship to inform her continued role in delivering the program at council.

As per Council's Policy, a Council resolution is required for overseas travel.

Consultation and Communication

Belinda has been selected as the preferred chaperone for the 2026 program due to her significant contribution to delivering Council's Sister Cities initiatives. Participating in the Youth Ambassador visit to Matsuura will further strengthen her connections, deepen her understanding, and enhance her confidence in performing her role.

Consultation has been completed with the Executive Manager Community Lifestyle and the Matsuura Council Sister Cities team.

Resource Implications

The cost of travel, accommodation and expenses is about \$3700. Costs are covered as part of the Community Programs budget.

Risk Management Implications

There are no identified risks to staff participation in the Mackay Matsuura Youth Ambassador Program. It clearly demonstrates Council's ongoing commitment to the Sister City program.

Conclusion

Having a Council team member as a chaperone to manage the logistics and lead the Youth Ambassador Program ensures the program runs smoothly with the safety of participants a priority. The addition of a professional development opportunity exposes staff to new ideas and opportunities in an international context.

Officer's Recommendation

THAT Council approve Belinda Edgerton as the Council representative to travel to Japan as chaperone of the 2026 Youth Ambassador program.

Council Resolution ORD-2026-18

THAT Council approve Belinda Edgerton as the Council representative to travel to Japan as chaperone of the 2026 Youth Ambassador program.

Moved Cr Hassan

Seconded Cr Paton

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

11.3.2. INSPECTION COMPLIANCE CAMPAIGN

Author Executive Manager Health and Regulatory Services (Brenton Niemz)
Responsible Officer Director Community Services (Mark Sleeman)
File Reference Health and Regulatory Services

Attachments Nil

Purpose

This report presents two Animal Inspection Programs for consideration by Council. Prior to Mackay Regional Council Local Law officers undertaking an inspection program, the Systematic Inspection Program to monitor compliance with the *Animal Management (Cats and Dogs) Act 2008*, *Mackay Regional Council Local Law 1 (Administration) 2011*, and *Mackay Regional Council Local Law 2 (Animal Management) 2011*, must be approved by Council.

Related Parties

Nil.

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

The *Animal Management (Cats and Dogs) Act 2008* (“the Act”) places a mandatory requirement throughout Queensland for all dogs over the age of 12 weeks to be registered with the Local Authority in which the dog(s) reside. The Act also requires that registrations be renewed. *Mackay Regional Council Local Law 2 (Animal Management) 2011* places a mandatory requirement throughout the Mackay region that all cats over the age of 12 weeks be registered with the Local Authority in which the cat(s) reside. The Local Law also requires that registrations be renewed.

Dog and cat registration identifies the animal owner and their key contact information, along with a description of the registered dog and cat on the council’s animal management system. In the event the dog or cat escapes, gets lost or wanders, identification (registration tag and microchip) is vital to ensuring prompt reunification with the owner. Registration also assists to identify the number and type of dogs and cats residing within the Mackay Regional Council area and their demographic location.

Under Section 113 of the *Animal Management (Cats and Dogs) Act 2008* and Section 134 of the *Local Government Act 2009*, Council may, by resolution, approve a program (an approved inspection program) under which an authorised person may enter a place to monitor compliance with, or aspect of, the Act and local government acts.

It is proposed to undertake Systematic inspection programs of all properties within the Mackay Regional Council area where an unregistered dog or cat has been identified. The program is to be undertaken between May 1, 2026, and June 30, 2026, by visiting, and if necessary, entering yards of premises to monitor compliance with the *Animal Management (Cats and Dogs) Act 2008* with regards to registration requirements, *Mackay Regional Council Local Law 1 (Administration) 2011*, and *Mackay Regional Council Local Law 2 (Animal Management) 2011* in relation to the keeping of animals requirements including registration and number of animals kept.

During the 2025/2026 period, the Systematic Inspection Programs contributed to an increase in dog and cat registrations throughout the region. This outcome was achieved through a combination of voluntary compliance and targeted enforcement actions. Officers conducted proactive inspections and engaged directly with residents to promote awareness of registration requirements whilst also addressing non-compliance through appropriate regulatory measures, reinforcing the importance of responsible pet ownership.

In 2026, the team used Geographic Information System (GIS) data to determine areas throughout the region with low levels of animal registration and used this as a guide for planning the inspection campaign. We propose to do the same for this campaign.

For this campaign we propose the following:

April: Offer free animal registration (for the remainder of the registration period – June 30). This will allow people to register their animal free-of-charge. They will be required to renew their animal registration as per our regular renewal process that occurs in May. This will be highly promoted through both traditional and social media channels to encourage high levels of uptake.

May – June: Inspection Compliance Campaign. This is the third time we have conducted a campaign of this nature in recent times and, coupled with the offer of free registration in April, we see few reasons for animals to remain unregistered. Unlike previous campaigns where officers issued Obligation to Register notices prior to commencing enforcement action, officers will be issuing on-the-spot fines for animals detected that remain unregistered. Any animals that are registered through the campaign will be for the full registration period of July 1, 2026, to June 30, 2027.

Consultation and Communication

Notice is required to be given of the proposed inspection program at least 14 days, but no more than 28 days before an inspection program commences. Notice of the program must be published in a newspaper circulating generally in the local government's area and must be placed on Council's website

This campaign will be promoted via traditional and social media channels to ensure high levels of community awareness.

Resource Implications

Increased registration will generate additional income to offset operating expenditure associated with delivering the community's expectation for an animal control program.

The programs are funded within the 2025/2026 Local Laws operational budget.

- Advertising costs
- Staff wages

Risk Management Implications

An assessment regarding Workplace Health and Safety considerations has identified all activities associated with the implementation of the Selective Inspection Programs as low risk.

Conclusion

This report presents to Council Systematic Inspection Programs for consideration and approval. The implementation of these Systematic Inspection Programs assists Council to fulfill its responsibilities under the *Animal Management (Cats and Dogs) Act 2008 and Local Government Act 2009* by allowing Council to monitor

compliance with the requirements of the *Animal Management (Cats and Dogs) Act 2008*, *Mackay Regional Council Local Law 1 (Administration) 2011* and *Mackay Regional Local Law 2 (Animal Management) 2011*.

Officer's Recommendation

THAT, in accordance with the *Animal Management (Cats and Dogs) Act 2008* and *Local Government Act 2009*, Council approves two inspection programs, both Systematic Inspection Programs, for all properties within the Mackay Regional Council area where a dog or cat had not been registered, or where the dog or cat had been registered up to 30 June, 2025, and a renewal for the dog or cat has not been received, to be undertaken between May 1, 2026, and June 30, 2026.

Council Resolution ORD-2026-19

THAT, in accordance with the *Animal Management (Cats and Dogs) Act 2008* and *Local Government Act 2009*, Council approves two inspection programs, both Systematic Inspection Programs, for all properties within the Mackay Regional Council area where a dog or cat had not been registered, or where the dog or cat had been registered up to 30 June, 2025, and a renewal for the dog or cat has not been received, to be undertaken between May 1, 2026, and June 30, 2026.

Moved Cr Hassan

Seconded Cr May

CARRIED 8/2

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones and Cr Baker

Against: Cr MacRae and Cr Paton

11.3.3. RESPONSE TO PETITION - SARINA MUSEUM

Author	Museums Coordinator (Alicia Stevenson)
Responsible Officer	Director Community Services (Mark Sleeman)
File Reference	Petitions

Attachments	Nil
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Purpose

A Petition was received by Council on August 27, 2025, and relates to a request for the Sarina Museum to remain open.

This Report identifies the outcome of the investigation for consideration by the Council regarding the continuation of a museum in Sarina.

Related Parties

Sarina Museum volunteers, Save our Sarina Museum Action Group

Corporate Plan Linkage

Community and Environment

Arts, Culture and Heritage - We invest in the Mackay region's arts and culture and protect the rich cultural heritage and history of our region in line with council's Art and Cultural Development Policy.

Background/Discussion

- In late 2024, Council resolved to concentrate the Museums program on creating a single regional museum to replace the three existing museums. In early 2025, council confirmed closure of the Sarina and Mackay Museums and retention of the Pioneer Valley Museum to allow focus on a regional museum and Greenmount Homestead.
- Sarina Museum volunteers and the Save Our Sarina Museum Action Group raised concerns about the closure and temporary relocation of the collection to an Andergrove community hall for inventory purposes. The temporary relocation was done due to lessons learned from inventory work already done onsite at Pioneer Valley and Mackay museums. Council committed to returning the Sarina collection to the Field of Dreams following completion of the Collection Rationalisation Project (CRP). The CRP is now complete, and the collection has been returned to the former museum building.
- Volunteers and the Action Group have since agreed to form an incorporated body to operate a historical centre in the building, with the collection to be transferred to this organisation. A licence agreement and deed of gift have been prepared.

Consultation and Communication

- Council officers and SAC members met with Sarina Museum volunteers and the Mackay Historical Society in early 2025 to advise of museum closures. A media release and updates to the Connecting Mackay consultation page communicated plans for a regional museum. A further meeting with volunteers at the Field of Dreams was held to explore alternative heritage options for Sarina.

- Over several months, ongoing discussions were held with Council, volunteers and the Action Group. A larger meeting was held on June 5, 2025, at the Sarina Chambers with volunteer representatives, Sarina Progress Association, elected members and Council officers to hear concerns.
- Council requested six months to complete the CRP process and to also enable the Sarina Field of Dreams enquiry by design project to be undertaken. This project was to look at the entire Sarina Field of Dreams complex, and could create opportunities for stakeholders, including possible co-location. Groups at this Sarina meeting agreed to this timeline.
- The Sarina volunteers and Action Group later confirmed they wished to remain in the old Sarina Museum building and confirmed their intention to incorporate as Sarina and District Historical Centre Incorporated. Council officers have met with representatives to inspect the building, assess contents and plan the handover of collection and non-collection items in preparation for re-establishing a historical centre to be run by the incorporated association under a licence agreement.

Resource Implications

- \$72,268 – painting, cleaning and maintenance works to the former museum building prior to handover to the new SDHC.

Risk Management Implications

The Sarina community supported this petition to have its museum collection returned to the old Museum Building in the Sarina Field of Dreams. Council would face reputational risk if it did not work with the volunteers and Action Group members on this positive outcome.

Conclusion

The transition of the former Sarina Museum to a community-run historical centre is nearing completion. The collection has been returned, and the volunteer group has moved to incorporate as Sarina and District Historical Centre Incorporated to manage the facility. Extensive consultation has taken place, and with the licence agreement and deed of gift prepared, council is close to finalising handover arrangements. Separate discussions have been held with the group about ways to store and conserve significant items, so they can tell the Sarina story in any future regional museum.

Officer's Recommendation

THAT the report be noted and the principal petitioner be advised.

Council Resolution ORD-2026-20

THAT the report be noted and the principal petitioner be advised.

Moved Cr May

Seconded Cr Baker

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

11.3.4. RESPONSE TO EPETITION - EXTEND EAST POINT ACCESS ROAD TO PIONEER RIVER

Author	Director Community Services (Mark Sleeman)
Responsible Officer	Director Community Services (Mark Sleeman)
File Reference	Petitions

Attachments

1. Map - East Point Vehicle Access [11.3.4.1 - 1 page]

Purpose

To present to Council an investigation report on a Petition as received related to a request to extend an East Point Access Road to the Pioneer River.

Related Parties

- Lead petitioner Mark Tatnell
- EPetition signatories
- Mackay and District Turtlewatch, Birdlife Mackay, Reef Catchments, Yuwi Aboriginal Corporation, Urbex (developer of The Dunes)

Corporate Plan Linkage

N/A

Background/Discussion

An EPetition was received by Council on December 10, 2025, and formally received at the council meeting of February 25, 2026. The petition relates to a request to extend a temporary East Point Access Road to Pioneer River.

On October 23, 2025, Council announced plans to reinstate limited vehicle access to East Point over two stages while working to protect the environmentally sensitive area.

Dunes Boulevard had been closed since March 2025 to enable construction of the newest stage of The Dunes residential estate at Harbour Beach. It re-opened on October 31, 2025, however vehicle restrictions in the area, including restricting access to the foreshore reserve Council manages, remained in place.

With the re-opening coinciding with the turtle breeding season, Council also created a temporary car park, known as P1, via an access track at the end of Dunes Boulevard. Vehicle access beyond this car park is prohibited.

Shortly (following the end of the current wet season), council plans to install a legal access track to a second car park, to be known as P2, to be created at the end of the road reserve much closer to East Point. It will be about 500 metres from the river.

After Council announced these plans, it received the ePetition requesting the second car park be located closer to East Point. The petition welcomed the staged re-opening but noted the proposed P2 meant the access road would terminate about 500 metres from East Point. It stated that distance would limit the less ambulant and disabled users of East Point and was too far to carry recreational equipment. It requested the proposed P2 be located within 100 metres of the river.

Consultation and Communication

During planning for the staged re-opening of the East Point access road, Council consulted with all stakeholders, including Mackay and District Turtlewatch, Birdlife Mackay, Reef Catchments, Yuwi Aboriginal Corporation and Urbex (developer of the The Dunes).

Land beyond the road reserve where P2 is planned to be located has environmental significance and is also a reserve under the trusteeship of Yuwi Aboriginal Corporation. Extension of the road through this area would conflict with the advice of key stakeholders, especially recognising this environmentally sensitive area. The proposal for the location of P2 carpark balances these environmental considerations with reinstating the historical access to this area for the community.

The petition references disability access enhancement should the carpark be located closer to East Point. However, even this location would still be about 100 metres from East Point and would not meet defined disability access requirements.

Resource Implications

N/A

Risk Management Implications

N/A

Conclusion

Council acknowledges the petition received. However, council is looking to balance the needs of users against the position of key stakeholders while also protecting key environmental areas.

Officer's Recommendation

THAT Council supports the current proposed position of the P2 carpark, and restriction of vehicular access past that point, noting the feedback from stakeholders to protect key environmental areas.

FURTHER THAT the principal petitioner be advised accordingly.

Council Resolution ORD-2026-21

THAT Council supports the current proposed position of the P2 carpark, and restriction of vehicular access past that point, noting the feedback from stakeholders to protect key environmental areas.

FURTHER THAT the principal petitioner be advised accordingly.

Moved Cr Hassan

Seconded Cr Jones

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil



11.4. PLANNING, GROWTH AND SUSTAINABILITY**11.4.1. DA-2025-225 - PRELIMINARY APPROVAL FOR A MATERIAL CHANGE OF USE (INCLUDING A VARIATION REQUEST TO VARY THE EFFECT OF THE MACKAY REGION PLANNING SCHEME) AND RECONFIGURING A LOT - DEVELOPMENT PERMIT FOR SUBDIVISION (1 INTO 3 LOTS)**

Author Senior Development Planner (Rebecca Just)
Responsible Officer Director Planning, Growth & Sustainability (Aletta Nugent)
File Number DA-2025-225

Attachments

1. Zoning Map [11.4.1.1 - 1 page]
2. Proposal Plans [11.4.1.2 - 2 pages]

Purpose

The purpose of this report is to complete an assessment of a Development Application for a Preliminary Approval for a Material Change of Use (including a Variation Request to Vary the Effect of the Mackay Region Planning Scheme) and Reconfiguring a Lot - Development Permit for Subdivision (1 into 3 Lots) and provide a recommendation to Council.

Related Parties

- Applicant: Metco Land Pty Ltd
- Landowner: Southlink Industrial Pty Ltd
- Consultant: Jewell Planning Consultants
- Submitters: Mary Faulkner & Ronald Faulkner (individual submissions received)

Corporate Plan LinkageLive and Visit

Live, Visit and Play - We have a diverse mix of accessible spaces to live, visit and play.

Places and Spaces - We provide well planned and designed places, facilities and infrastructure that meet the needs of our residents and visitors.

Application Details

Application Number:	DA-2025-225
Applicant/s:	Metco Land Pty Ltd
Lodgement Date:	3 December 2025
Approval Sought:	Preliminary Approval & Development Permit
Description of Proposal:	Preliminary Approval for a Material Change of Use (including a Variation Request to Vary the Effect of the Mackay Region Planning Scheme) and Reconfiguring a Lot - Development Permit for Subdivision (1 into 3 Lots)
Category of Assessment:	Impact Assessment
Referral Agencies/s:	State Assessment Referral Agency (SARA)
Number of Submission/s:	Two

Site Details

Owner/s:	Southlink Industrial Pty Ltd
Street Address:	L 102 Logistics Drive, Bakers Creek
Real Property Description:	Lot 102 on SP334119
Zone/s:	Industry Investigation

Planning Scheme Details

Planning Scheme:	Mackay Region Planning Scheme 2017 Version 4.1
Assessment benchmarks:	<i>Mackay Region Planning Scheme 2017 Version 4.1 –</i> Strategic Framework Agricultural Land Overlay Code Biodiversity Overlay Code Bushfire Hazard Overlay Code Extractive Resources and High Impact Activities Overlay Code Flood and Coastal Hazards Overlay Code Regional Infrastructure Overlay Code Township Zone Code Industry Investigation Zone Code Reconfiguring a Lot Code General Development Requirements Code Local Government Infrastructure Plan

Description of Subject Site and Surrounds

The subject site is a relatively flat, vacant parcel of land comprising 15.85 ha, with frontages to both Main Street and Logistics Drive in Bakers Creek. The land is zoned Industry Investigation under the Mackay Region Planning Scheme (Planning Scheme) and adjoins land of the same zoning to the north and south. To the west, the site interfaces with land zoned Township, primarily containing residential uses, while a railway corridor zoned Special Purpose forms the eastern boundary (see Attachment 1 – Zoning Map).

The site can be serviced by council's reticulated water and sewer networks. Vehicular access is currently available via both Main Street and Logistics Drive. However, future access to the industrial lot can be achieved via the extension of Logistics Drive. Therefore, access from Main Street for industrial purposes is no longer required.

Development Proposal

The development consists of two components as follows:

- Preliminary Approval for a Material Change of Use (Variation Request):
A Variation Request is proposed to apply Township Zone use rights to two new lots fronting Main Street, which are currently within the Industry Investigation Zone. The variation seeks to enable uses to occur in accordance with Part 5.5 Categories of development and assessment – Material change of use, Table 5.5.23 – Township zone of the Planning Scheme, therefore aligning with the zoning of the existing streetscape.
- Reconfiguring a Lot (1 into 3 Lots Subdivision):
A Reconfiguring a Lot is proposed to subdivide the existing Industry Investigation zoned parcel into three lots. Two new lots will front Main Street and are intended to be developed in accordance with the Variation Request. These lots will have a size and dimensions consistent with the established Main Street pattern. The balance lot will remain designated for industrial development, with access to be provided via an extension of Logistics Drive.

See Attachment 2 – Proposal Plans.

Referrals

The Development Application was referred to the State Assessment Referral Agency (SARA) on 17 December 2025. A Referral Agency Response was received on 5 January 2026, with no requirements.

Planning Assessment

Planning Act 2016 and Planning Regulation 2017

As per s45(5) of the *Planning Act 2016* an impact assessment is an assessment that:

- a) Must be carried out:
 - i) Against the assessment benchmarks in a categorising instrument for the development, and
 - ii) Having regard to any matters prescribed by regulation for this subparagraph, and
- b) May be carried out against, or having regard to, any other relevant matter, other than a person's personal circumstances, financial or otherwise.

Sections 29-31 of the *Planning Regulation 2017* prescribe the assessment benchmarks and matters Impact Assessment must have regard to which has been applied during this assessment.

Mackay Isaac Whitsunday Regional Plan 2012

The Minister has identified that the Planning Scheme appropriately advances the Mackay Isaac Whitsunday Regional Plan 2012, as it applies in the planning scheme area. As such, an assessment is not required.

Mackay Region Planning Scheme 2017 Version 4.1

Assessment of the proposal has been undertaken against the relevant assessment benchmarks. Where the proposal is considered to generally comply, a statement of compliance has been provided. However, where compliance has been unable to be achieved with one or more of the relevant provisions or a more detailed assessment is warranted, this has been provided below.

Assessment Benchmark	Code Compliance	Officer's Assessment
Strategic Framework	Yes	A further assessment is provided below.
Agricultural Land Overlay Code	Yes	The site is located within the Agricultural Land Overlay, mapped as containing Locally Important Agricultural Areas (LIAA). However, this land has not be used for agricultural purposes for some time and is within the Industry Investigation zone, and therefore designated for urban development.
Biodiversity Overlay Code	Yes	A small portion of the north-eastern corner of the site adjoins a waterways buffer. There is no vegetation and no waterway located within the proposed site.
Bushfire Hazard Overlay Code	Yes	A small portion to the south of the site is mapped within 100m of a Bushfire Hazard Area. Any bushfire mitigation requirements will be addressed as part of the future development of the lot.
Extractive Resources and High Impact Activities Overlay Code	Yes	A further assessment has been provided below. The site is in proximity to Thomas Borthwick & Sons abattoir.
Flood and Coastal Hazards Overlay Code	Yes	Although mapped within the Flood and Coastal Hazards Overlay, Council's flood planning report has identified there are no flooding impacts to the site.
Regional Infrastructure Overlay Code	Yes	Part of the eastern portion of the site is mapped as being proximate to railway infrastructure due to its

Assessment Benchmark	Code Compliance	Officer's Assessment
		interface with the adjoining rail corridor. As this part of the site will be developed for industrial purposes rather than sensitive land uses, the proposal complies with the requirements of the Code.
Township Zone Code	Yes	A further assessment is provided below.
Industry Investigation Zone Code	Yes	The proposal generally complies with the Code.
Reconfiguring a Lot Code	Yes	A further assessment is provided below.
General Development Requirements Code	Yes	The proposal generally complies with the Code, with all lots able to connect to reticulated infrastructure.

Strategic Framework

Strategic Framework	Assessment
3.2 Strategic Intent 3.2.1 Regional Strategic Vision	The development will provide additional lots for residential development, therefore increasing housing opportunities in the Bakers Creek area. Additionally, the adopted <i>Mackay Region Housing Strategy 2026-2031</i> (the Housing Strategy) encourages infill development and creating lots to ensure there is sufficient residential land to cater for population growth. The Housing Strategy also seeks to ensure there is housing opportunities in areas where residents can benefit from nearby employment, shops, services, public transport and parks.
3.2.2 Growth Management and Urban Consolidation	The site is located within the 'secondary township' of Bakers Creek. The strategic intent of this area is to serve a smaller catchment, avoid expansion and accommodate local convenience services and community and education facilities only. The development responds to growth management through the creation of two additional infill lots as opposed to urban expansion. The natural resources and natural environment in the region are not interfered with by the proposed development.
3.3 Settlement Pattern	The development provides two lots along Main Street that have access to urban services and are appropriately located in proximity to recreational and social infrastructure. The expansion of Ooralea Waters estate to the east increases the local commercial and recreational availability to Main Street. The neighbourhood fosters a strong and positive sense of place and community cohesion between existing residential, existing and future industry, future residential and future commercial.
3.4 Natural Environment and Regional Landscapes	The Planning Scheme seeks to ensure that areas of environmental significance are protected and conserved. No areas of environmental significance exist on the site.
3.5 Strong Communities	The creation of two additional lots along Main Street will align with the existing streetscape and settlement pattern of the area. This approach aligns with the Strategic Framework's preference to prioritise consolidated urban development and connected neighbourhoods, ensuring the area evolves in a way that is both resilient and socially cohesive.
3.6 Natural Resource Management	The site is only partially located within the Biodiversity Overlay due to a small portion of the north-eastern corner of the site adjoining a waterways buffer. There is no vegetation and no waterway located within the proposed site. The site is located within the Agricultural Land Overlay, mapped as containing Locally Important Agricultural Areas (LIAA). However, this land has not be used for agricultural purposes for some time and is mapped within the Industry Investigation zone, therefore designated for urban development.

Strategic Framework	Assessment
3.7 Transport	Main Street is parallel to the Bruce Highway and caters primarily to residential traffic, as well as traffic accessing the caravan park, the Southlink industrial estate to the north and the abattoir to the south. Main Street is an access street south of the Temples Road intersection. This section of road is limited to 60km/hr. The road network will be able to facilitate the additional demand as a result of this development. The closest Translink bus stops are located on Contor Drive in Bakers Creek to the south and Farrellys Road in Paget connecting Canelands/CBD to Sarina. The 19211 Bus Stop (Main Street Near Temples Lane – 810217) is located approximately 60m north of the site. Four school bus services are available from the northern end of Main Street, and another service is available on the western end of Temple Lane.
3.8 Infrastructure	The development is inside of the Priority Infrastructure Area and is able to connect to Council's reticulated water, sewer and stormwater infrastructure.
3.9 Strong Economy	The development will help support a strong economy by providing two additional lots that can be developed in accordance with the Township Zone in proximity to existing and future commercial industry. A key Strategic Outcome of the Strategic Framework is that: <i>In the Mackay urban area, employment opportunities north and south of the Pioneer River support a compact urban form and improve accessibility from residential areas.</i> The development takes advantage of the unique location, being in proximity to a school, commercial industry, tourism, recreational areas, and an expanding estate (Ooralea Waters) including future commercial (grocery store). The development of the lots will support the supply of residential accommodation in the region.
3.10 Sustainability, Climate Change and Natural Hazards	The Planning Scheme requires development to avoid and mitigate risks to life, property and infrastructure. The site is mapped within the Flood and Coastal Hazards Overlay on Council's mapping system. However, a review of Council's flood planning report has identified that there are no flooding impacts to the site.

Extractive Resources and High Impact Activities Overlay Code

The two proposed lots along Main Street are in proximity to the Thomas Borthwick & Sons abattoir. Although the introduction of two additional lots will eventually increase the number of people within proximity to the high impact activity, it is infill development that is consistent with the existing streetscape and does not increase existing impacts to the site. Additionally, the operation of the abattoir is not compromised or curtailed through the creation of the additional lots.

Township Zone Code

The proposal includes a Variation Request to apply Township Zone use rights to two new lots fronting Main Street. The Township Zone Code identifies Bakers Creek as a secondary township intended to accommodate low-intensity residential development supported by small-scale, compatible non-residential activities in appropriate locations.

The proposed lots are of a size and dimension appropriate for residential use and align with the existing Main Street streetscape, which is predominantly characterised by Dwelling Houses. As such, the application of Township Zone use rights is considered appropriate and consistent with the intended residential character of

the area.

Reconfiguring a Lot Code

The proposal seeks to create two additional lots fronting Main Street. These lots are currently zoned Industry Investigation, where the intent is to accommodate future industrial development. The proposed lots, however, do not achieve the frontage or overall area necessary to support industrial uses consistent with the zoning intent.

When considered in conjunction with the proposed Variation Request, the lots are of a size and dimension appropriate for residential purposes and align with the subdivision requirements of the Township Zone. As such, the creation of the lots is suitable when assessed against the proposed zoning outcome.

Local Government Infrastructure Plan

The proposal is located within the Priority Infrastructure Area and proposes full use of the available reticulated services. There are no conflicts with the Local Government Infrastructure Plan.

Other Relevant Matters related to Impact Assessment

The proposed Variation Request to apply Township Zone use rights on the two lots adjoining Main Street, Bakers Creek directly supports the strategic intent of the Mackay Region Housing Strategy 2026-2031. The proposal:

- Facilitates additional housing supply in a well-connected location with convenient access to major employment areas, including Paget.
- Contributes to improved liveability and workforce attraction, recognising the critical role of housing availability in supporting economic growth and labour force retention.
- Delivers residential opportunities within a strategically positioned, urban-adjacent area consistent with the Strategy's emphasis on well-located and serviced land for future housing.

Overall, the Variation Request assists in addressing identified regional housing needs by providing appropriately located land for future residential development.

Public Notification and Submissions

Public Notification ran for 30 business days in accordance with section 17.2 of the Development Assessment Rules, from 16 January 2026 to 27 February 2026. Two properly made submissions were received, with the matters raised discussed below.

Matters raised in submissions	How matters were dealt with in reaching the decision
Land zoning - the submitters made enquiries with Pioneer Shire Council in the 1980s and were advised of the industrial zoning. The submitters believe this is the most appropriate zoning due to being surrounded by industrial uses.	The development proposes to create two residential sized lots fronting Main Street. These are currently zoned Industry Investigation and would have been anticipated as access to/from the industry investigation zoned land. To minimise conflicts between residential and industrial uses, a recommended condition requires the construction of a double lapped fence at the rear of the two residential sized lots. Conditions will also be required on any future Material Change of Use approvals on the industrial land at the rear, to prevent conflict between these uses.
Flooding – the submitter noted that they had been advised that in 1958 the Pioneer River broke into	Based on the Pioneer River Flood Study, the eastern part of the development site is impacted by the 1% AEP

Matters raised in submissions	How matters were dealt with in reaching the decision
Bakers Creek flooding parts of Main Street and therefore not suitable for residential development.	event. This flood event is not expected to impact the proposed lots to be created for future residential development.

Levied Charges

In accordance with the Council's Adopted Charges Resolution dated 2 March 2026, a Levied Charge is applicable to the development proposal and has been calculated taking into consideration any applicable credits or offsets. The net levied charge amount is \$73,341.40 plus annual adjustments.

Consultation and Communication

See public notification and submissions section of this report. Council was briefed on this application on 11 March 2026.

Resource Implications

There are no resource implications for Council arising from this proposal.

Risk Management Implications

There is a risk that an appeal could be lodged by the applicant or the submitters against Council's decision. This would give rise to cost implications, as Council would be required to participate in any appeal proceedings.

Human Rights Act 2019

Under the *Human Rights Act 2019 (QLD)*, Council must not make a decision that is incompatible with human rights. Council must also give proper consideration to any human rights relevant to its decision. Officers consider that there are no human right implications relevant to Council's decision in this matter.

Conclusion

The development proposal generally complies with Council's Planning Scheme, and any non-compliances can be addressed via conditions. Submitters have not raised any concerns that cannot be appropriately dealt with by conditions of approval. The development proposal is recommended for approval, subject to conditions.

Officer's Recommendation

THAT in accordance with s60(3)(b) of the Planning Act 2016, Council approve Development Application DA-2025-225 for a Preliminary Approval for a Material Change of Use (including a Variation Request to Vary the Effect of the Mackay Region Planning Scheme) and Reconfiguring a Lot - Development Permit for Subdivision (1 into 3 Lots), subject to the following conditions:

Approved Plan(s) and Document(s)

The development must generally comply with the plan(s) and supporting documentation referenced in the table below and enclosed as stamped 'Approved Subject to Conditions' which forms part of this approval, unless otherwise specified by any condition of this approval.

Plan/ Document Name	Drawing Number	Prepared by	Date
Survey Proposal Plan (Res 1 & 2 Lots)	184-1-1-SK050	Tetra Consulting	01/12/2025

MATERIAL CHANGE OF USE – PRELIMINARY APPROVAL

Condition	Timing
1) Variation Request Pursuant to s61(3) of the <i>Planning Act 2016</i>, the Variation Approval is approved to vary the effect of the Mackay Region Planning Scheme 2017, or any subsequent Planning Scheme in effect for the Mackay Regional Council local government area as follows: a) The Categories of development and assessment – Material change of use on the land identified on the approved plan as RES 1 and RES 2 shall be determined in accordance with <i>Part 5.5 Categories of development and assessment – Material change of use, Table 5.5.23 – Township zone</i>. Any Development Application seeking a Development Permit under this Variation Request is to be assessed against the version of the Mackay Region Planning Scheme in effect when the Development Application is properly made, as varied by this approval. To remove any doubt, the specific variations given in this approval prevail over any further amendments to the Mackay Region Planning Scheme.	At all times.
2) Currency Period In accordance with section 85(1)(a)(i) of the <i>Planning Act 2016</i>, the development has a currency period of six years unless written approval has been obtained from Council for an extension of this period under section 86 of the <i>Planning Act 2016</i>.	At all times.
3) Rates Notation The following notation will apply to the parent lots and all lots created on the land: <i>This lot forms part of land that is subject to a Variation Approval issued under the Planning Act 2016 (Council Reference: DA-2025-225). The Variation Approval is to be used in determining the category of assessment for certain development undertaken on the land. Development undertaken pursuant to this Variation Approval must comply with all relevant conditions.</i>	At all times.

RECONFIGURING A LOT – DEVELOPMENT PERMIT

Condition	Timing
4) Carry Out the Approved Development Carry out the approved development generally in accordance with the approved plan(s) and document(s), and the following: a) The specifications, facts and circumstances as set out in the development application submitted to Council, including recommendations and findings confirmed within technical reports; and b) The below conditions of approval and the requirements of Council's Planning Scheme and the relevant Planning Scheme Policies; and c) Where a discrepancy or conflict exists between the written condition(s) of the approval and the approved plans, the requirements of the written condition(s) will prevail; and d) Except where modified by these conditions of approval.	At all times.
5) Maintain the Approved Development Maintain the approved development generally in accordance with the approved plan(s) and document(s), and any other approval required by the conditions.	At all times.
6) Damage to Infrastructure and Land Notify Council immediately if any Council infrastructure or land is damaged as a result of construction activities occurring and have it repaired, replaced or reinstated at no cost to Council.	At all times.
7) Operational Works a) Obtain an operational works development permit for the following: i) Sewerage b) Submit a construction operational works Notice to Commence Works for the following: i) Sewerage c) Obtain an Acceptance of Works or On Maintenance for the works completed.	Prior to commencement of works. Prior to commencement of works. Prior to lodgement of an application for subdivision plan endorsement.
8) Boundary Fencing Construct the following: a) A minimum 1.8m high double lapped fence along the eastern boundary of the lots identified on the approved plan as RES 1 and RES 2 and the southern boundary of RES 1; and b) A minimum 1.8m high screen fence along the northern boundaries of RES 1 and RES 2 and southern boundary of RES 2, unless otherwise agreed to in writing by the owners of the adjoining lots.	Prior to lodgement of an application for subdivision plan endorsement.
9) Electricity Services	

Condition	Timing
Provide evidence demonstrating the development has been connected to reticulated power by submitting one of the following: a) A copy of a Certificate of Electrical Supply from the Distribution Network Service Provided (Ergon Energy); or b) A copy of a Certificate of Acceptance from the Distribution Network Service Provider (Ergon Energy).	Prior to lodgement of an application for subdivision plan endorsement.
10) Telecommunications Services Provide evidence demonstrating the development has been connected to reticulated telecommunications by submitting one of the following: a) Signed Telstra Agreement; or b) Telstra Telecommunications Network Infrastructure Provisioning Confirmation; or c) NBN Co. Certificate of Practical Completion; or d) A receipt for the works that are to be completed (NBN or Telstra).	Prior to lodgement of an application for subdivision plan endorsement.
11) Water and Sewer Connections Undertake the following water supply and sewerage works internal to the subject land in accordance with Council's <i>Planning Scheme Policy - Water and Sewerage (CTM Water Alliance)</i>: a) Provide a sewer reticulation extension to service a connection to the lot identified on the approved plan as RES 2; b) Provide separate water connections to each proposed lot; c) Provide separate sewer connections to each proposed lot; d) Any redundant sewer property connections and water connections must be decommissioned and removed; and e) All works must be carried out in accordance with the Approved Plan/s, to the requirements and satisfaction of Council.	As part of any operational work - development application.
12) Easements Register easements in accordance with Council's <i>Planning Scheme Policy – Water and Sewerage (CTM Water Alliance)</i>; <i>Advisory Note: Council's Standard Terms Easement is located on the QLD Titles Website under Dealing No. 721379342.</i>	On lodgement of an application for subdivision plan endorsement.
13) Stormwater Quality – Low Risk Develop and implement Stormwater Quality Best Management Practices (SQBMPs) in accordance with Council's <i>Planning Scheme Policy – Healthy Waters</i>.	Prior to lodgement of an application for subdivision plan endorsement.
14) Concentration of Stormwater Carry out the development to ensure that adjoining properties are protected from ponding nuisances and/or a concentration of stormwater flows.	At all times.

Condition		Timing
15)	Lawful Point of Discharge Direct all stormwater from the site (including roof water) to a lawful point of discharge such that it does not adversely affect surrounding properties or properties downstream from the development.	At all times.
16)	Subdivision Plan Endorsement Lodge an application for subdivision plan endorsement which includes: a) Payment of the application fee in accordance with Council's fees and charges at the time of lodgement; and b) All survey marks in their correct position in accordance with the subdivision plan; and c) A Statement of Compliance Report demonstrating compliance with all associated development permit(s); and d) A copy of the subdivision plan and/or easement documentation; e) Payment of any outstanding rates and charges in accordance with Schedule 18, Item 2(1)(c) of the Planning Regulation 2017; and f) Payment of any outstanding Levied Charges. <i>Advisory Note: Refer to Council's Website for further information: Subdivision Plans.</i>	On lodgement of an application for subdivision plan endorsement.

Council Resolution ORD-2026-22**Officer's Recommendation**

THAT in accordance with s60(3)(b) of the Planning Act 2016, Council approve Development Application DA-2025-225 for a Preliminary Approval for a Material Change of Use (including a Variation Request to Vary the Effect of the Mackay Region Planning Scheme) and Reconfiguring a Lot - Development Permit for Subdivision (1 into 3 Lots), subject to the following conditions:

Approved Plan(s) and Document(s)

The development must generally comply with the plan(s) and supporting documentation referenced in the table below and enclosed as stamped 'Approved Subject to Conditions' which forms part of this approval, unless otherwise specified by any condition of this approval.

Plan/ Document Name	Drawing Number	Prepared by	Date
Survey Proposal Plan (Res 1 & 2 Lots)	184-1-1-SK050	Tetra Consulting	01/12/2025

MATERIAL CHANGE OF USE – PRELIMINARY APPROVAL

Condition		Timing
1)	Variation Request Pursuant to s61(3) of the <i>Planning Act 2016</i> , the Variation Approval is approved to vary the effect of the Mackay Region Planning Scheme 2017, or any subsequent Planning Scheme in effect for the Mackay Regional Council local government area as follows:	At all times.

Condition	Timing
b) The Categories of development and assessment – Material change of use on the land identified on the approved plan as RES 1 and RES 2 shall be determined in accordance with <i>Part 5.5 Categories of development and assessment – Material change of use, Table 5.5.23 – Township zone</i>. Any Development Application seeking a Development Permit under this Variation Request is to be assessed against the version of the Mackay Region Planning Scheme in effect when the Development Application is properly made, as varied by this approval. To remove any doubt, the specific variations given in this approval prevail over any further amendments to the Mackay Region Planning Scheme.	
2) Currency Period In accordance with section 85(1)(a)(i) of the <i>Planning Act 2016</i>, the development has a currency period of six years unless written approval has been obtained from Council for an extension of this period under section 86 of the <i>Planning Act 2016</i>.	At all times.
3) Rates Notation The following notation will apply to the parent lots and all lots created on the land: <i>This lot forms part of land that is subject to a Variation Approval issued under the Planning Act 2016 (Council Reference: DA-2025-225). The Variation Approval is to be used in determining the category of assessment for certain development undertaken on the land. Development undertaken pursuant to this Variation Approval must comply with all relevant conditions.</i>	At all times.

RECONFIGURING A LOT – DEVELOPMENT PERMIT

Condition	Timing
4) Carry Out the Approved Development Carry out the approved development generally in accordance with the approved plan(s) and document(s), and the following: e) The specifications, facts and circumstances as set out in the development application submitted to Council, including recommendations and findings confirmed within technical reports; and f) The below conditions of approval and the requirements of Council's Planning Scheme and the relevant Planning Scheme Policies; and g) Where a discrepancy or conflict exists between the written condition(s) of the approval and the approved plans, the requirements of the written condition(s) will prevail; and h) Except where modified by these conditions of approval.	At all times.
5) Maintain the Approved Development Maintain the approved development generally in accordance with the approved	At all times.

Condition		Timing
	plan(s) and document(s), and any other approval required by the conditions.	
6)	Damage to Infrastructure and Land Notify Council immediately if any Council infrastructure or land is damaged as a result of construction activities occurring and have it repaired, replaced or reinstated at no cost to Council.	At all times.
7)	Operational Works d) Obtain an operational works development permit for the following: ii) Sewerage e) Submit a construction operational works Notice to Commence Works for the following: ii) Sewerage f) Obtain an Acceptance of Works or On Maintenance for the works completed.	Prior to commencement of works. Prior to commencement of works. Prior to lodgement of an application for subdivision plan endorsement.
8)	Boundary Fencing Construct the following: c) A minimum 1.8m high double lapped fence along the eastern boundary of the lots identified on the approved plan as RES 1 and RES 2 and the southern boundary of RES 1; and d) A minimum 1.8m high screen fence along the northern boundaries of RES 1 and RES 2 and southern boundary of RES 2, unless otherwise agreed to in writing by the owners of the adjoining lots.	Prior to lodgement of an application for subdivision plan endorsement.
9)	Electricity Services Provide evidence demonstrating the development has been connected to reticulated power by submitting one of the following: c) A copy of a Certificate of Electrical Supply from the Distribution Network Service Provided (Ergon Energy); or d) A copy of a Certificate of Acceptance from the Distribution Network Service Provider (Ergon Energy).	Prior to lodgement of an application for subdivision plan endorsement.
10)	Telecommunications Services Provide evidence demonstrating the development has been connected to reticulated telecommunications by submitting one of the following: e) Signed Telstra Agreement; or f) Telstra Telecommunications Network Infrastructure Provisioning Confirmation; or g) NBN Co. Certificate of Practical Completion; or h) A receipt for the works that are to be completed (NBN or Telstra).	Prior to lodgement of an application for subdivision plan endorsement.

Condition	Timing
11) Water and Sewer Connections Undertake the following water supply and sewerage works internal to the subject land in accordance with Council's <i>Planning Scheme Policy - Water and Sewerage (CTM Water Alliance)</i>: f) Provide a sewer reticulation extension to service a connection to the lot identified on the approved plan as RES 2; g) Provide separate water connections to each proposed lot; h) Provide separate sewer connections to each proposed lot; i) Any redundant sewer property connections and water connections must be decommissioned and removed; and j) All works must be carried out in accordance with the Approved Plan/s, to the requirements and satisfaction of Council.	As part of any operational work - development application.
12) Easements Register easements in accordance with Council's <i>Planning Scheme Policy – Water and Sewerage (CTM Water Alliance)</i>; <i>Advisory Note: Council's Standard Terms Easement is located on the QLD Titles Website under Dealing No. 721379342.</i>	On lodgement of an application for subdivision plan endorsement.
13) Stormwater Quality – Low Risk Develop and implement Stormwater Quality Best Management Practices (SQBMPs) in accordance with Council's <i>Planning Scheme Policy – Healthy Waters</i>.	Prior to lodgement of an application for subdivision plan endorsement.
14) Concentration of Stormwater Carry out the development to ensure that adjoining properties are protected from ponding nuisances and/or a concentration of stormwater flows.	At all times.
15) Lawful Point of Discharge Direct all stormwater from the site (including roof water) to a lawful point of discharge such that it does not adversely affect surrounding properties or properties downstream from the development.	At all times.
16) Subdivision Plan Endorsement Lodge an application for subdivision plan endorsement which includes: g) Payment of the application fee in accordance with Council's fees and charges at the time of lodgement; and h) All survey marks in their correct position in accordance with the subdivision plan; and i) A Statement of Compliance Report demonstrating compliance with all associated development permit(s); and j) A copy of the subdivision plan and/or easement documentation; k) Payment of any outstanding rates and charges in accordance with Schedule 18, Item 2(1)(c) of the Planning Regulation 2017; and l) Payment of any outstanding Levied Charges.	On lodgement of an application for subdivision plan endorsement.

Condition		Timing
	<i>Advisory Note: Refer to Council's Website for further information: Subdivision Plans.</i>	

Moved Cr MacRae

Seconded Cr Jones

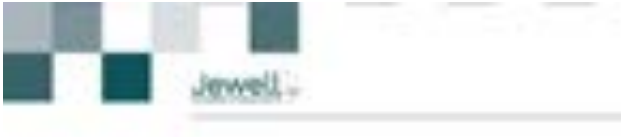
CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil



Figure 1: Zoning map of Lot 102 SP334119 and surrounds



ATTACHMENT B

Survey Proposal Plan

L 102 Logistics Drive, Bakers Creek

0408 758 943 | michael@jewellplanning.com.au | PO Box 344, Mackay Q, 4740 | www.jewellplanning.com.au



11.5. INFRASTRUCTURE AND OPERATIONS

11.5.1. SEAFORTH COMMUNITY CONSULTATION - RSL PROPOSAL - PLACE OF REMEMBRANCE - AMENDMENT TO SEAFORTH ESPLANADE MASTER PLAN

Author	Executive Assistant (Robyn Smith)
Responsible Officer	Director Infrastructure and Operations (Simon Taylor)
File Reference	Seaforth Master Plan

Attachments

1. Seaforth RSL Cenotaph_ [11.5.1.1 - 2 pages]

Purpose

To confirm the outcome of the Community Consultation undertaken on amendments to the Seaforth Master Plan to reflect the RSL's proposal for the creation of a dedicated 'Place of Remembrance' on the Seaforth beachfront.

Also, to confirm that this information was previously emailed to the Councillors as a "For Information" item with no follow up questions being received on the information provided. As such, this item has now progressed to being tabled for endorsement.

Related Parties

- Seaforth Sub-Branch of the RSL
- Seaforth Progress Association
- Seaforth Community including local businesses
- Seaforth Camping Grounds Attendant / Caretakers
- Facilities & Open Spaces

Corporate Plan Linkage

Live and Visit

Live, Visit and Play - We have a diverse mix of accessible spaces to live, visit and play.

Places and Spaces - We provide well planned and designed places, facilities and infrastructure that meet the needs of our residents and visitors.

Background/Discussion

In November 2025, the Seaforth Sub-Branch of the RSL approached Council with a proposal for a new memorial / cenotaph on the waterfront within the Seaforth Esplanade Park adjacent to the Recreational Hub. Council supported the proposal subject to consultation and the agreement of the Seaforth Community. As the existing Master Plan for Seaforth Esplanade adopted in 2020 identified the area signposted as ANZAC Memorial Park as the location for wartime remembrance, it was recommended to update this Plan to reflect the RSL's proposal. The area opposite the Post Office, General Store and Pitt Stop presently contains a small Memorial Rock and Flagpole.

Community Engagement was requested to undertake consultation with key stakeholders and the Seaforth community on the RSL's proposal and the required changes to the existing Master Plan for the Seaforth Esplanade.

The intent of the amendments to the Master Plan are:

- To identify where the new “Place of Remembrance” would be situated, its purpose and how it would be integrated into the overall design of the park.
- Provide an opportunity to reflect what had been achieved for the community since adoption of the Master Plan in 2020.
- Provide an opportunity to review those components of the original Master Plan that remain outstanding.

Consultation and Communication

Community Engagement was undertaken over three weeks from 7 February 2026 to 1 March 2026.

Engagement activities included consultation with:

- Representatives from the Seaforth RSL Sub-Branch
- Caretakers of the Seaforth Camping Reserve
- Families of individuals whose names appear on plaques on the Memorial Rock located in ANZAC Memorial Park
- Seaforth Progress Association

The Community Consultation Session was open to the public and held on 16 February 2026 at the Seaforth Community Hall. Both on-line and hard copy Surveys were available for completion between 16 February 2026 and 1 March 2026. Council also issued three Social Media Posts during this time.

Resource Implications

Council is required to erect a new flagpole at the designed location on the beachfront before ANZAC Day. These minor works will not be a big impost or create any issues for Council.

Risk Management Implications

The Community Consultation Survey contained three questions with the results received shown below:

1. Do you support the Seaforth RSL’s request for a dedicated “Place of Remembrance” at the beachfront?
Yes – 98%
No – 2%
2. Do you still support the original intent of creating a Community Hub at ANZAC Memorial Park for community events and outdoor dining?
Yes – 98%
No – 2%
3. Do you still support continued improvements to the Seaforth Camping Reserve?
Yes – 94%
No – 6%

No Risk Management implications are apparent.

Conclusion

109 comments were received during the consultation period with community sentiment being mixed but revealing that the community is highly engaged. Sentiment showed genuine appreciation for recent improvements (particularly the Water Park and Playground facilities), but this appreciation was tempered with frustration relating to road conditions, maintenance of existing assets and concern that further upgrades may prioritise visitors over local needs.

All comments received have been recorded in the Consultation Summary Report.

The next steps required are to inform the community of the outcome of the consultation and demonstrate the influence the community's feedback had on this project. The Consultation Report should also be uploaded to the Connecting Mackay website.

Officer's Recommendation

THAT Council:

- Adopt the revised Seaforth Master Plan Report 2025;
- Re-confirm its support for the RSL's proposal for a dedicated "Place of Remembrance" on the Seaforth beachfront including continued assistance with future Grant Applications for funding for its design and construction; and
- Request that Community Engagement informs the community of the outcome of the consultation and upload the Summary Consultation Report, with link to the Seaforth Master Plan Report, onto the Connecting Mackay website.

Council Resolution ORD-2026-23

THAT Council:

- Adopt the revised Seaforth Master Plan Report 2025;
- Re-confirm its support for the RSL's proposal for a dedicated "Place of Remembrance" on the Seaforth beachfront including continued assistance with future Grant Applications for funding for its design and construction; and
- Request that Community Engagement informs the community of the outcome of the consultation and upload the Summary Consultation Report, with link to the Seaforth Master Plan Report, onto the Connecting Mackay website.

Moved Cr Jones

Seconded Cr Baker

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

SEAFORTH RSL CENOTAPH

24 Palm Ave, Seaforth, QLD, 4741



SEAFORTH RSL CENOTAPH
SKETCH DESIGN

51 WOOD ST, MACKAY Q 4740 | T (07) 4951 1143 | bold@boldmackay.com.au | www.boldmackay.com.au | ABN 18128115926

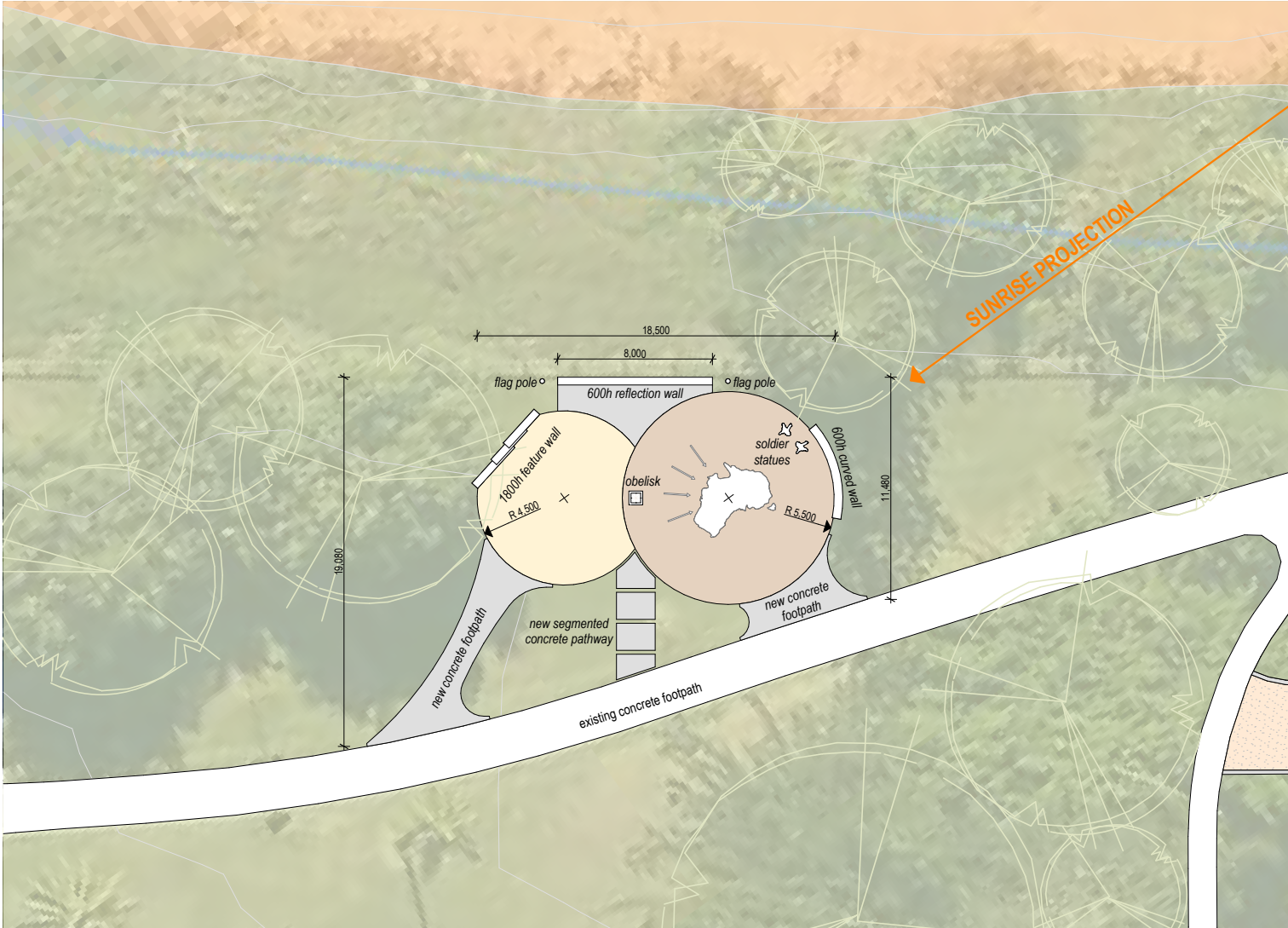
date: 10/03/2026

revision: B

scale:

project number: 2524

drawing number: SK0.01



 **SITE PLAN**
SCALE 1:200 @ A3
0mm 2000 4000 10000



SEAFORTH RSL CENOTAPH
SKETCH DESIGN

51 WOOD ST, MACKAY Q 4740 | T (07) 4951 1143 | bold@boldmackay.com.au | www.boldmackay.com.au | ABN 18128115926

date: 10/03/2026

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SEAFORTH ESPLANADE

MASTER PLAN REPORT 2025





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ISSUE	DATE	STATUS	AUTHOR	CHECKED
F	06 OCT 20	APPROVED MASTER PLAN	KH	AG
G	29 JUL 25	REVISED 2025 – DRAFT FOR REVIEW	TH	RM
H	20 JAN 26	MINOR AMENDMENTS IN RESPONSE TO FEEDBACK	TH	RM
I	27 JAN 26	MINOR AMENDMENTS FOLLOWING ENGAGEMENT WITH RSL	TH	RM



INTRODUCTION

The Master Plan for Seaforth Esplanade Reserve articulates the community’s vision for this popular beachside location to help guide the progressive improvement of recreational and supportive infrastructure in the reserve. The intent of these improvements being to increase the liveability of Seaforth and to continue to attract visitors to the Hibiscus Coast.

Following construction of the initial stages of the reserve’s upgrade, the original Master Plan Report has been reviewed and updated. The 2025 version of the Master Plan now reflecting the creation of the new Recreational Hub, Coastal Walk (with connection through to the Seaforth State Primary School) and cross-park connections. It also acknowledges changes in the community’s wants and needs since 2020 which has resulted in adjustment to some components featured in the original plan.

The immediate priorities over the coming 10-year period for the continued improvement of the Seaforth Esplanade include:

- Increasing the attraction and improving access to retail and service-based commercial activities sharing a boundary with the Esplanade by re-imagining the central space (presently signposted as ANZAC Memorial Park) as a community meeting and events space. Future improvements should create a flexible space supporting outdoor dining and other activities adding to vitality and sense of community to complement and build on the attraction of the adjacent Recreational Hub and beachfront location.
- Reserving a dedicated space closer to the beachfront and accessible from the Coastal Walk as a ‘Place of Remembrance’ in support of the Seaforth Branch of the Returned and Services League of Australia (RSL) aspirations to fund the construction of a contemporary memorial as the centrepiece for future civic celebration of the region’s contribution and sacrifice in wartime and military service.
- Reinstating the original entrance to Seaforth Camping Grounds from George Street to improve access into and movement within the camping grounds for larger-size vehicles (RVs and those towing a caravan or trailer), as well as upgrading the site’s communal facilities including the camp kitchen and public amenities (toilets and shower facilities) to ensure this facility will continue to attract visitors and encourage visitors to stay for longer in Seaforth.

Future stages:

- Improve the presentation of the streetscape along the camping grounds and esplanade park frontages to Palm Avenue. Design of future landscaping improvements will need to be coordinated with future road upgrades.
- Improving connections between the esplanade and the Seaforth Sports Grounds and Bowls Club in the future when road upgrades are made to Palm Avenue and Elizabeth Street.



I.0 OVERVIEW & VISION

1.1 PROJECT OVERVIEW

Mackay Regional Council commissioned JFP Urban Consultants in May 2020 to develop an overarching Master Plan for the upgrade of Seaforth Esplanade Reserve including the adjacent Seaforth Camping Grounds. Working closely with the Hibiscus Coast Progress & Sports Association, an appointed Focus Group and the local community, JFP finalised the plan in August the same year, with Council adopting the Master Plan for the esplanade’s upgrade in October 2020. Detailed Design for Stages 1 to 4 detailed in the Master Plan commenced shortly after.

Construction of the new Recreational Hub, Coastal Walk between Elizabeth and George Streets, as well as the two cross-park connections linking through to Palm Avenue began in September 2022 and was completed by September 2023. Shortly after, the remaining playground within the Seaforth Camping Grounds was removed and the area given back for use as additional camping sites.

The popularity of the new facilities at the beachfront has renewed interest within the Seaforth community for continued improvement of the esplanade. The initial step being to review and update the original 2020 Master Plan.

1.2 PROJECT VISION

A key driver for economic sustainability in regional communities has and continues to be initiatives which encourage people to stop, stay longer and spend more money in local businesses. Creating a desirable destination through providing distinctive, attractive and functional public spaces is an effective means to increase visitation.

Seaforth already had desirable qualities in its attractive beachfront location, relaxed pace of life and sense of community. These have and can continue to be enhanced by the provision of a quality recreation space in the Seaforth Esplanade Reserve.

The Seaforth Esplanade Master Plan aims to enhance sense of community wellbeing and economic opportunity through creating a vibrant recreational focal point in the Seaforth Esplanade Reserve that attracts residents and tourists alike and encourages them to stay longer in Seaforth.

This process will be informed by community consultation to ensure community needs are fulfilled and to enhance sense of pride and connection. The outcome is to reflect the distinctive local character of Seaforth.

2.0 SITE DESCRIPTION

2.1 SITE DESCRIPTION

Site Name	Seaforth Esplanade Reserve
RP	Lot 465 on C13953
Address	Seaforth Reserve Road, Seaforth Qld 4741
Council Area	Mackay Regional Council (MRC)
Zoning	Open Space

The Seaforth Esplanade Reserve is a 5.77ha recreational reserve in the small beachside town of Seaforth, approximately 45 kilometers north of Mackay. The site has a north-easterly aspect facing the Coral Sea. It is bounded by Palm Avenue to the south, Elizabeth Street to the west and the council-controlled Seaforth Camping Reserve to the east. The General Store, Post Office and Ambulance Station along with several private residences lie on the southern boundary. The Seaforth Sports Grounds lie to the west. This 3.37ha facility, also controlled by MRC, offers a variety of indoor and outdoor sporting activities including multi-sports courts, cricket oval and BMX track. Adjoining the sports grounds is the privately owned Bowls Club with restaurant and bar. Site access is via Seaforth Reserve Road off Palm Avenue which also serves the camping reserve.

The new Recreational Hub is anchored by the swimming enclosure and offers residents and visitors to Seaforth a range of recreational opportunities. These include junior and senior playgrounds, water play facilities, barbecue, picnicking and beachside lounging opportunities. This area is supported by a complement of public amenities which include a Changing Places facility, wheelchair accessible and ambulant toilets and public change rooms. The Recreational Hub is serviced by a dedicated car parking area accessed via Esplanade Reserve Road and is connected via the coastal walk (which also services as shared bicycle path) to Elizabeth and George Street, and to Palm Avenue via two cross-park paths.

On the seaward side and directly opposite the General Store, Post Office and Ambulance Station, is a central grassed space containing an existing Memorial and flagpoles as well as a large-size community notice board. This location, which has been signposted as ANZAC Memorial Park, serves currently as an informal meeting place for the community. This is also where at present the community celebrates ANZAC Day.

The remainder of the esplanade reserve is well grassed and features mature stands of trees. The tree-scape features impressively sized *Agathis robusta* (Queensland Kauri), *Araucaria heterophyllus* (Norfolk Pine), *Ficus spp.* (Fig) and remnants of a former orchard of *Mangifera indica* (Mango). There are also several *Cocos nucifera* (Coconut Palms) on the northern side of Seaforth Reserve Road. Open grassy areas amongst the trees are well maintained. The foredune vegetation is patchy with sparser tree coverage at the western end and grassy understory throughout.

2.2 FEDERAL, STATE & LOCAL MATTERS OF RELEVANCE

The Protected Matters Report provides information on matters of national environmental significance covered under the *Environmental Protection and Biodiversity Act*. The site adjoins the Great Barrier Reef Marine Park and there are listed threatened and migratory species known to exist in the area.

Species specifically known to occur on or adjacent the site are listed in the Seaforth Beach Plan 2010 (refer section 3.3) which includes marine turtles, a number of seashore and migratory bird species.

Protected Plants Flora Trigger Survey Map identifies high risk areas where plants protected under the *Nature Conservation Act 1992* may occur. There are no protected plants present on the site. The Regulated Vegetation Management Map and supporting Vegetation Management Supporting Map identify vegetation protected under the *Vegetation Management Act 1999*. There are protected vegetation communities present on the site, although there are large areas of mapped vegetation surrounding the community of Seaforth.

MRC Planning Scheme overlays identify the following matters of relevance:

- Five Kauri Pines (*Agathis robusta*) on the site are listed on the significant tree register. Community recollection is that these may have been planted by the first European settlers to the area, Finlayson and McBride.
- The site is subject to riverine flooding and storm tide hazards.
- Sections of the site and the camping reserve are subject to medium bushfire hazard with the remainder within 100m of a bushfire hazard.
- Acid sulphate soil overlay extends across the esplanade and camping grounds reserves with most of the site being below 5m AHD and the remainder below 20m.



3.0 POLICIES, PLANS & REPORTS

3.1 MRC PLANNING SCHEME POLICY – OPEN SPACE

Performance standards relating to the siting and land suitability contained in the Mackay Regional Council (MRC) planning scheme document are pre-determined by the esplanade reserve’s existing location, boundaries and uses. However, the policy also sets out minimum requirements for access, parking, connectivity, embellishments and the like which have now been achieved through completion of the recent upgrade works.

3.2 MRC PLANNING SCHEME POLICY – LANDSCAPE

This planning scheme document sets out the design requirements for recreational parks. While many of the specific provisions will provide guidance during future detailed design, the design objectives provide guiding principles for development of the master plan. The six design objectives are:

- 1. Access and connectivity. Each recreation opportunity and unique feature must be provided with an accessible path of travel.
- 2. Safety. Principles of CPTED (Crime Prevention Through Environmental Design) should be used to promote personal safety and deter vandalism and anti-social behaviour. All elements should be designed to minimise any safety risks to users.
- 3. Physical activity. Park design should encourage physical activity such as walking, cycling and free play areas. Provision of shade and drinking water must be provided.
- 4. Sense of place. Park design should promote and reinforce those unique features which make it memorable and distinctive. Landscaping treatments should work together to provide a cohesive, consistent and discernible character.
- 5. Functional performance. Park design should support the intended recreational function of the park including user catchment, frequency of visitations and length of stay.
- 6. Lifecycle cost. Landscaping treatments must consider ‘whole of life’ cost and to minimise ongoing maintenance. This is applicable to both hardscape materials and finishes and softscape plant species selection.

3.3 SEAFORTH BEACH PLAN 2010

The *Seaforth Beach Plan 2010* sets out conservation management issues and recommendations for the coastline between Victor Creek and Seaforth Creek which includes the section of beach fronting the Esplanade and Camping Grounds reserves. The area is an important marine turtle nesting habitat, in particular for the Flatback Turtle (*Natator depressus*). There are also three shorebird roosting sites at Finlayson Point, Seaforth Creek mouth and Seaforth Beach at the end of Poinciana Drive. A number of recommendations are made to ensure the health and function of these habitats including:

- Installing and maintaining fencing around the foredunes to allow regeneration of endemic vegetation.
- Excluding mowing and fires within the foredune area.
- Installing and maintaining beach access points to control access, prevent erosion and protect the vegetation.
- Thicken dune vegetation to reduce light pollution and support successful marine turtle nesting.
- Weed control including major target weed species: Guinea grass, lantana, prickly pear, sable palms, guajava, agave and coconut palms.
- Revegetation utilising endemic species.

The traditional owners are the Yuibera people and the protection and rehabilitation of natural areas remains of significance to them. The master plan is to incorporate the recommendations of the Seaforth Beach Plan.

3.3 MACKAY REGIONAL CAMPING ANALYSIS REPORT

The *Mackay Regional Camping Analysis Report 2020* by EarthCheck provides an assessment and recommendations for MRC’s camping reserves. The Seaforth Camping Reserve was identified as council’s premier managed site with high visitation numbers and strong levels of repeat visitation.

The camping grounds continue to be an integral and complementary part of the esplanade reserve. Recommendations pertaining to addressing issues associated with access and circulation within the site and the need to optimise the internal arrangement of the camping site and shared communal facilities remain. Issues identified which persist include:

- Need to upgrade and where feasible to re-position communal facilities including the camp kitchen and social areas closer to the main attraction of the beachfront.
- Review of site’s arrangement to optimise the number of camp sites, provision of shared amenities and better movement within the grounds. Where feasible, increasing the availability of flat sites for camping.
- Access and parking arrangements, with particular focus on reducing conflicts with traffic associated with the Esplanade Reserve and adjacent properties.
- Additional water standpipes and improved dump point provision.
- Replacement with the potential for the relocation of the current package treatment plant.
- Beach access points which achieve a balance of accessibility and site security
- Demarcation which provides for a defined pet-friendly area.



Beach access is designated with barriers and signage



Caravans at the camping reserve (Source: Daily Mercury)



Camp Kitchen, Laundry and Package Treatment Plant located within the Seaforth Camping Reserve.

4.0 IMPLEMENTING THE PLAN

Mackay Regional Council partnered with the Hibiscus Coast Progress and Sports Association (HCPSA) to facilitate community input into the original 2020 Master Plan. The HCPSA formed a Project Reference Group to assist with the gathering of background information regarding the current use and issues pertaining to the site and later in helping to formulate the agreed outcomes and improvements desired by the Seaforth community. These findings and recommendations for improvements being documented by the Project Focus Group in the *Seaforth Foreshore Master Plan Feedback Report 2020*. While some issues identified and suggestions made by the community were beyond of the scope of a Master Plan for the Seaforth Esplanade Reserve, all feedback was included so that it could be considered as part of future improvements within the township.

It is valuable to revisit the original suggestions for the esplanade’s improvement set by the Seaforth community in 2020 as part of the review of the Master Plan. In addition to celebrating the success of the community’s efforts in being willing to collaborate and work constructively with their local authority to achieve improvements in their locality, it also identifies what remains outstanding.



DESIRED IMPROVEMENTS

WHAT HAS BEEN ACHIEVED TO DATE

ACCESS & MOVEMENT

Footpaths with options for cyclists, including a continuous foreshore walkway extending from George to Elizabeth Street, and connection to the Sports Grounds in the future. Broader connections to the primary school and Victor Creek boat ramp to be considered. Improve access for people with a disability and those using prams as well as wheelchair access to the swimming enclosure.

Construction of the Coastal Walk (shared path) which has been extended through to the primary school. The final section of this route will be completed in 2025. In addition, cross-park paths linking the Coastal Walk to Palm Avenue have been provided with all paths being designed to be DDA compliant. Dual access ramps allowing wheelchair access to the beachfront were also provided.

Improved and additional parking including an overflow parking area for events.

Carparking construction to service the new Recreational Hub.

Increasing pedestrian and cyclist safety. Introduce measures to control vehicle speeds within the site as well as along Palm Avenue, Elizabeth and George Streets.

Physical separate of vehicle and pedestrian / cycle movement into and within the site with connections through to the Camping Grounds. CCTV installed.

Improve site drainage and any associated barriers to access and movement within the site.

Drainage improvements undertaken. Paths incorporate devices such as a section of boardwalk allowing for crossing over grassed swales (overland flows).

RECREATIONAL AND SUPPORTING INFRASTRUCTURE

Upgraded and provide additional seating, barbecues and shelters, bins and potable water particularly along the foreshore as well as additional public amenities including toilets which can also support use by those attending the markets or when events are hosted on site.

Large-size shelter overlooking the swimming enclosure and senior playground, offering a complement of barbeque facilities, seating and beachside lounging options. Adjacent is new and upgraded public amenities with a Changing Places, wheelchair accessible and ambulant toilets and change rooms. Area also supplied with bins, drinking fountains and new beach showers.

Waterplay to replace the wading pool. Playground upgrades, which are to include shading. Relocate this activity to the foreshore and co-locate with waterplay. Cater to all abilities.

New waterplay facilities which feature a shaded tidal pool and various jets and sprays. Shaded seating options for adults supervising children at play have also been provided adjacent. This area enjoys proximity to the new public amenities.

Consider adding to or providing additional types of recreational opportunities. Ideas suggested included fitness equipment, Outdoor Cinema, Fishing platform at the Swimming Enclosure.

Creation of junior and senior playgrounds. The centrepiece of the junior play is the customised ‘Kombi Van’. The senior playground features a flying fox, rope swing, giant tower and carousel. Inclusive play elements have been provided within both play spaces.

Create “teen zone” around BMX track in the Sports Grounds. Potential to re-develop a skate park.

WAYFINDING AND SENSE OF PLACE

Celebrate local history and stories. Promote that Seaforth is a turtle nesting area. Consider the use of interpretive signage highlighting sites of cultural and social significance, and the site’s flora and fauna.

Waterplay features - the giant ‘marine stinger’ is an acknowledgement of the reason for the original wading pool was constructed.

Improved signage including directional, regulatory and information signage. Include warning signage alerting visitors about marine stringers and crocodiles.

While signage used within the new Recreational Hub has been rationalised to offer a consistent look and messaging, more could be achieved in terms of wayfinding and interpretive messaging. Regulatory and warning signage to improve beach and water safety has however been addressed.

Vegetation management with strategies to preserve and build on the site’s unique landscape character while also addressing safety and maintenance-related concerns associated with the site’s coconut palms and mango trees. The desire to maintain select views of the beachfront needs to be balanced with the requirement to protect and restore vegetation cover along the site’s foredune.

Council removed any coconuts at risk of falling or unable to be de-nutted due to their condition as a safety measure and is delivering increased maintenance to ensure the safety of the public. Recent re-plantings along the foredune in front of the Swimming Enclosure demonstrate how views can be retained while also reinstating endemic coastal species to protect and stabilise the coastline.

5.0 UPDATING THE MASTER PLAN

The master plan sets the vision and outlines objectives with supporting strategies to guide the continued development of Seaforth Esplanade Reserve. While the community’s vision for their esplanade remains unchanged, over the past five years and in response to the delivery of what had in the original Master Plan been Stages 1 to 4, some wants and needs within the Seaforth community have changed. Review of the Master Plan in 2025 provides the opportunity for new opportunities and any identified constrains or emerging issues to be addressed.

VISION

Seaforth Esplanade Reserve provides a vibrant and memorable destination for the community and visitors alike. With views out to the Coral Sea and backdrop of lush green hills, the Esplanade Reserve and Seaforth Beach provide an idyllic and distinctive sense of place. This is supported by quality infrastructure that affords a unique recreational experience, strengthens sense of community, is identifiable, accessible, well connected and environmentally responsible with consideration to maintenance and safety. The outcome is to enhance community wellbeing and economic opportunity; to create a place where fond memories are made and visitors want to return.

PRIORITIES FOR CONTINUED DEVELOPMENT

1 COMMUNITY HUB

Increasing the attraction and improving access to the existing Post Office, General Store and Ambulance Station by re-imagining this central space as a community meeting and events space. Future improvements are to create a flexible shared space enabling its use for outdoor dining and other activities which will add to the vitality and sense of community to complement and build on the attraction of the adjacent Recreational Hub and beachfront location.

2 ‘PLACE OF REMEMBRANCE’

Reserving a location close to the beachfront and accessible from the Coastal Walk as a ‘Place of Remembrance’ in support of the Seaforth Branch of the Returned and Services League of Australia (RSL) aspiration to fund the construction of a contemporary memorial as the centerpiece for continued civic celebration of the region’s and local community’s contribution and sacrifice in wartime and military service.

3 SEAFORTH CAMPING RESERVE

Optimise the layout of the camping grounds and undertake a range of improvements to ensure the reserve will continue to attract visitors to Seaforth.





Above – Seaforth Post Office and General Store (renamed the Pitt Stop)

Below – Opportunity to establish direct connection between the Community Hub and waterfront areas. Note the location of the Commemorative Tree in the mid-ground.



5.1 COMMUNITY HUB

- (A) The current looped road, accessible from the Seaforth Reserve Road, is to remain, along with the opportunity for parking adjacent to the Post Office, General Store (Pitt Stop) and Ambulance Station. Parking is to be formalised with line marking. The existing timber bollards are to be replaced with contemporary bollards matching the new fencing in the Recreational Hub.
- (B) Retain and relocate the Memorial Rock adjacent to the Commemorative Pine planted in the northern portion of the central open area to reinforce the association of both features with local Seaforth personalities. Remove the existing flagpole which will be replaced by a new installation within the dedicated 'Place of Remembrance' next to the waterfront.
- (C) Install a pedestrian crossing and extend the eastern path to connect the Community Hub to the beachfront attractions and adjacent carparking.

- (D) Aligned with the façade of the General Store (Pitt Stop), establish a defined quadrangle space (levelled hard surface treatment) which can be used for a variety of purposes including outdoor dining, as an exhibition space and seating area for an outdoor cinema or performances, and as the place for community celebrations including Christmas events and displays.

The space should be outfitted with a mix of fixed picnic settings to the sides which can be used with a compliment of removable / flexible furniture options. Provide additional landscaping to act as a physical separation and buffer to the Esplanade Reserve Road on the northern side, and tree planting on the western side to ensure the new quadrangle is adequately shaded.
- (E) Address drainage and current difficulties negotiating the southern swale to the central space to ensure disabled access into and through the quadrangle space.

- (F) Replace the old bus shelter to enable council's mobile library and other bus services to service the Community Hub. The design and material palette as well as the adopted colour scheme for the new shelter and road treatments must be sympathetic to the elements built in the Recreational Hub and be appropriately integrated into or appear as part of the overall quadrangle space.
- (G) Relocate and incorporate a new community noticeboard into the design of the new quadrangle space and investigate if it is feasible to relocate the public phone.



Above – View of the area proposed to be reserved as a dedicated ‘Place of Remembrance’ from the Esplanade Reserve Road.
Below – View through to the ocean from the area reserved as a dedicated place of remembrance.



5.2 DEDICATED PLACE OF REMEMBRANCE

- A** Location reserved close to the beachfront and accessible from the Coastal Walk as a ‘Place of Remembrance’. This area is in the order of 280m².
- B** Install a new flagpole as an initial measure triggering use of this location for civic celebrations associated with the region’s contribution and sacrifice in wartime and military service (i.e., ANZAC and Remembrance Day). The design and material palette as well as the adopted colour scheme for any future memorial and associated landscaping must be sympathetic to the elements built provided in the adjacent Recreational Hub and be appropriately integrated into the reserve’s landscape.
- C** Vegetation on the seaward side of the existing beach protection fencing protecting the foredune will need to be appropriately managed to maintain views of the ocean and beachfront from the new location reserved as the ‘Place of Remembrance’. It is recommended to fix the angle of the public view corridor to direct attention away from the Swimming Enclosure. The new memorial is however to be orientated to take advantage of the sunrise for drawn services for ANZAC Day.
- D** Area available for use as overflow space allowing those attending ANZAC Day and other celebrations to gather at the new memorial.
- E** Opportunity to develop a Commemorative Trail along the stretch of the Coastal Walk from the Elizabeth Street frontage through to the new memorial. The trail recognising the contribution made by Seaforth locals during wartime and in military service in addition to landmarks and other points of interests within the Seaforth Esplanade Reserve.

The concept for the Commemorative Trail builds on the intention to adjust the route of the ANZAC Day March. The proposed route commencing at the Bowls Club before continuing along Elizabeth Street to the start Coastal Walk and travelling along the esplanade to the dedicated ‘Place of Remembrance’.

5.3 SEAFORTH CAMPING RESERVE

Consideration needs to be given to improvements needed within the Seaforth Camping Reserve to ensure that this facility will continue to attract visitors to Seaforth. There is an opportunity to not only increase the number of camping sites available but also improve the overall visitor experience by making the most of the site's direct frontage to the beach and adjacency to the esplanade.

- (A) Removal of the aged playground provides the opportunity to convert this area into additional camping sites.
- (B) The Treatment Plant servicing both the Seaforth Esplanade and Camping Reserves is at the end of its serviceable life and needs to be replaced. Investigations are underway to relocate this function either to an alternative and less obtrusive location within the reserve or off-site. When this occurs, and following remediation of the existing fenced dispersal field, the area currently occupied by this plant would become available for use
- (C) Option to reinstate the original entry from George Street to better direct travelers unfamiliar with the township to the camping reserve on arrival to Seaforth and to overcome reported difficulties experienced by larger-sized recreational vehicles and those towing a caravan in making the tight right-hand turn into the site from the Esplanade Reserve Road. This would require the fitting of a second boom gate and the relocation of the caretaker's office. The current entry from the Esplanade Reserve Road would be retained but re-configured to function as an 'Exit Only' route for the reserve.
- (D) In conjunction with the reinstatement of the entry from George Street, develop an entry statement identifying and promoting the camping reserve's location and provide new signage directing travelers to the entrance via George Street. This is to be located at the intersection of George Street and Palm Avenue and would take advantage of the ocean views afforded on route and framed along George Street. Install additional landscaping to improve the appearance of the reserve's frontage along Palm Avenue while also providing added privacy for patrons occupying camping sites next to the busy road.
- (E) Look to rationalise vehicle movement within the reserve and optimise the arrangement of individual camping sites to maximise the carrying capacity of the site. Where feasible, increase the number potable water connections for campers.
- (F) Progressively upgrade the camping reserve's communal facilities including the amenities block, camp kitchen and laundry facilities. The new facilities should be similar in design to those provided in the Recreational Hub and be DDA compliant. Consideration should be given to developing communal areas at the beachfront to enable all campers to enjoy the amenity of the reserve's beachfront location.



View of the Seaforth Camping Reserve on approach into the Seaforth.

11.5.2. CONTRACTUAL ARRANGEMENT TENDERING EXEMPTION REUSE - WATER TREATMENT PLANT RESIDUES WITHOUT ANY FURTHER TREATMENT - SOLE SUPPLIER ARRANGEMENTS

Author	Executive Assistant (Robyn Smith)
Responsible Officer	Director Infrastructure and Operations (Simon Taylor)
File Reference	Nebo Road WTP

Attachments Nil

Purpose

The purpose of this report is to seek a Council Resolution to engage Mackay Compost Farm trading as ReNew Resource Recovery without first inviting quotations or tenders to supply goods or services associated with the disposal of the Nebo Road Water Treatment Plant (WTP) sludge in accordance with Section 235 (b) of the Local Government Regulation 2012 (Regulation).

Related Parties

The party relating to this report is as follows:

- Mackay Compost Farm trading as ReNew Resource Recovery

Corporate Plan Linkage

Community and Environment

Safe, Healthy and Engaged Region - Our Region is a safe and resilient community, with services that support high standards of public health, and extends friendship and support to each other through both good and challenging times.

Sustainable Practices - We are responsible and active custodians of our natural environment, with future targets and commitments aimed at driving us towards a cleaner, greener and more sustainable region. Climate change will continue to be a consideration in forward planning, and we will continue to implement sustainability initiatives in council operations.

Financial Strength

Optimised Asset Management - Our asset spend is aligned with the optimised maintenance, replacement, and renewal of our asset base.

Planned Capital and Forecasting - Our planned capital and operational projects are delivered with agility in the line with our business needs.

Operational Excellence

Customer/Community Focus - Improving community wellbeing is a primary goal of our services to the Mackay region. This encompasses residents, businesses, visitors, and investors. Council believes all members of the community play a crucial role in supporting the vision and strategic outcomes and we encourage community engagement.

Background/Discussion

In previous years Mackay Regional Council (Council) has disposed of the Nebo Road Water Treatment Plant (WTP) sludge to Hogan's Pocket incurring both an environmental and financial cost for the transportation and disposal into landfill.

The current fee for disposal of general waste to Hogan's Pocket is listed below. While this waste is currently exempt from the State Governments Waste Levy, it is understood that this may alter following a current process review.

	MRC Gate Charge	ReNew Resource Recovery
Waste Charge (per tonne)	\$346.00	\$138.00
Delivery Charge (per load)	\$454.23	\$517.97

The approximate monthly volume of sludge requiring removal ranges between 100 – 250 tonnes depending on external factors such as the weather.

A review of the Department of Environment, Tourism, Science, and Innovation (DETSI) Environmental Authority Register identifies that there are only two operators within the Mackay Region that are permitted to undertake Environmentally Relevant Activity (ERA) 53(a) - Organic Material Processing by Composting. Of the two operations, only one company is locally approved to take Filter Cake, which is ReNew Resource Recovery (Mackay Compost Farm Pty Ltd). The next authorised geographically located facilities are located in Rockhampton or Townsville.

Within Mackay, the other organic processing company is limited by their Environmental Authority as to what organic materials they can process:

- Vereco Landscape & Supplies Pty Ltd's Environmental Authority lists all the organic materials they can accept – it does not include WTP Filter Cake

Currently ReNew Resource Recovery (Mackay Compost) is the only supplier in Mackay that can legally take and process Filter Cake for reuse.

ReNew Resource Recovery is the holder of an Environmental Authority with no limitations on the types or quantities of organic waste which can be accepted for composting, allowing for the collection of sludge residue from Council's Water Treatment Plant (WTP).

ReNew Resource Recovery has been assessed as the only local viable option available to Council to compost (reuse) the WTP residues without any further treatment. Additional processing would be required for the WTP residues to meet the End of Waste (EoW) Code limits before Vereco Landscape & Supplies Pty Ltd could be considered as an option. The only other alternative would be to send the WTP residues to landfill which would be more expensive due to the landfill disposal fees.

As ReNew Resource Recovery is currently the only local viable, legal option available to Council to offer services of composting (reuse) the WTP residues without any further treatment, it is recommended that Council engage ReNew Resource Recovery under the terms of a Services Agreement for a period of two (2) years, with up to three (3) x 1 year extensions, commencing on 1 April 2026, in accordance with the tendering exemptions available under s235(b) of the Regulation:

235 Other Exceptions

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if —

(b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders;

Consultation and Communication

As part of the review process, consultation has been undertaken with relevant stakeholders including responsible and associated Executive Managers and Directors:

- Associate Director Infrastructure & Operations
- Executive Manager Water Treatment
- Water Treatment Staff
- Chief Procurement Officer

Resource Implications

Council's relevant Program manages the ongoing financial component for the service provider. These costs have been included in the relevant Program's 2026/2027 financial year's Operational budget with a budget allowance of \$196,000 set for the 2026/2027 financial year.

Risk Management Implications

The recommended supplier is required to provide all relevant insurance and compliances prior to executing Contract/Agreement and Council staff will ensure that relevant insurances are maintained through the life of the Agreement. This includes:

- Public Liability \$20,000,000.00

All conditions of the Service Agreement shall be reviewed by appropriate Council staff members to ensure there are sufficient remedies and warranties to Council based on the risk profile of the services being provided.

Conclusion

Due to both the financial cost savings and environmental benefits to Council of using the nominated supplier, it is recommended that under Section 235(b) of *the Local Government Regulations* that Council resolve that due to the specific nature of the service that it is impractical for Council to invite tenders.

Officer's Recommendation

THAT pursuant to *Section 235(b) Local Government Regulations*, Council resolves that because of the specialised nature of the services, it would be impractical and disadvantageous for Council to invite quotes or tenders other than Mackay Compost Farm Pty Ltd trading as ReNew Resource Recovery.

FURTHER THAT Council enters into a Services Agreement with Mackay Compost Farm Pty Ltd trading as ReNew Resource Recovery to provide the services for the removal of Water Treatment Plant residue for a term of two (2) years, with up to three (3) x 1 year extensions, commencing on 1 April 2026 for the Fixed Schedule of Rates being Waste Charge \$138.00 per tonne and per load Delivery Fee of \$517.97, subject to annual CPI increase.

Council Resolution ORD-2026-24

THAT pursuant to *Section 235(b) Local Government Regulations*, Council resolves that because of the specialised nature of the services, it would be impractical and disadvantageous for Council to invite quotes or tenders other than Mackay Compost Farm Pty Ltd trading as ReNew Resource Recovery.

FURTHER THAT Council enters into a Services Agreement with Mackay Compost Farm Pty Ltd trading as ReNew Resource Recovery to provide the services for the removal of Water Treatment Plant residue for a term of two (2) years, with up to three (3) x 1 year extensions, commencing on 1 April 2026 for the Fixed Schedule of Rates being Waste Charge \$138.00 per tonne and per load Delivery Fee of \$517.97, subject to annual CPI increase.

Moved Cr Hassan

Seconded Cr Baker

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

11.6. CORPORATE SERVICES

11.6.1. STRATEGIC FINANCIAL REPORT - FEBRUARY 2026

Author	A/Chief Financial Officer (Tania Caldwell)
Responsible Officer	Director Corporate Services (Chris Kelly)
File Reference	Strategic Financial Report - February 2026

Attachments

1. 022026 MRC Strategic Financial Report [**11.6.1.1** - 19 pages]

Purpose

To receive Mackay Regional Council's (MRC) Strategic Financial Report for the month of February 2026.

Related Parties

Nil

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

Under Part 9, section 204 of the Local Government Regulation 2012, the local government is required to prepare a financial report which the Chief Executive Officer presents at a meeting of the local government once a month.

The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.

Consultation and Communication

Chief Executive Officer, Directors, A/Chief Financial Officer.

Resource Implications

MRC forecasted an operating deficit of (\$2,591K) for the 2025/26 financial year.

For the period ending February 2026, MRC reported a favourable operating variance of \$2,963K against YTD budget.

Operating revenue is more than YTD budget, reporting a favourable variance of \$2.45M against YTD budget at the end of February 2026. This is largely the result of favourable variances in rates and charges \$1.25M, grants and subsidies \$1.06M and interest received \$601K, offset against an unfavourable variance in sales revenue (\$424K). The favourable variance in rates and charges of \$1.25M is due to higher than anticipated supplementary rates levies \$1,021K, and sewerage charges \$348K. The favourable variance in grants and subsidies \$1,060K is due to timing differences in the delivery and recognition of operational grant activities. The unfavourable variance in sales revenue is largely due to lower than anticipated ticket, catering, food and beverage sales at the MECC (\$391K).

Operating expenses are less than YTD budget, reporting a favourable variance of \$513K against YTD budget at the end of February 2026. This favourable variance is due to a favourable variance in depreciation \$566K, offset by an unfavourable variance in finance costs (\$191K). The favourable variance in depreciation is largely due to timing of capitalisation of assets. The unfavourable variance in finance costs is largely due to higher than anticipated interest rates.

To date, \$67.3M has been expended in the delivery of Council Projects. Council projects include accrued expenditure for works in progress.

Conclusion

For the period ending February 2026, MRC reported a favourable operating variance of \$2,963K against YTD budget.

Officer's Recommendation

THAT the Strategic Financial Report for February 2026 be received.

Council Resolution ORD-2026-25

THAT the Strategic Financial Report for February 2026 be received.

Moved Cr Paton

Seconded Cr Baker

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

Strategic Financial Report February 2026



February 2026

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Background

Under the requirements of the Local Government Regulation 2012, Council must prepare a financial report that states the progress that has been made in relation to the Council's budget for the period of the financial year up to the end of the month.

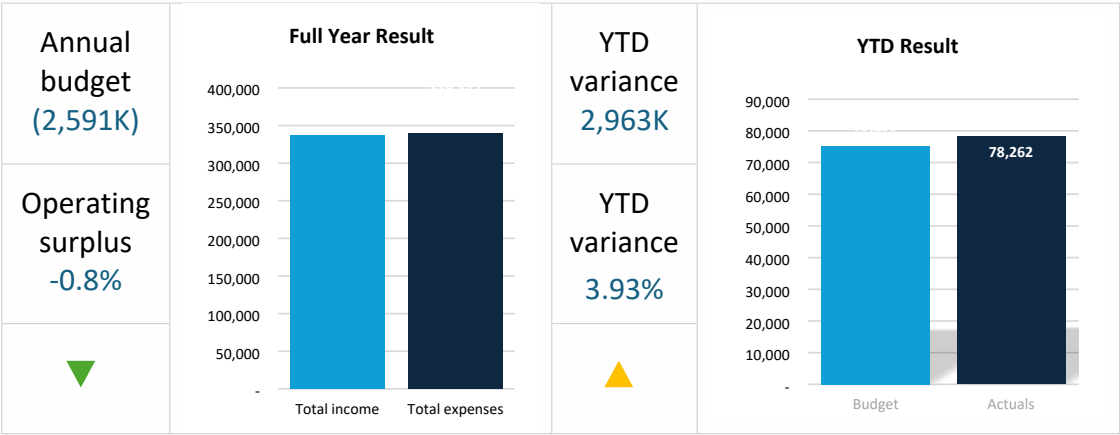
The end of month financial statements within the report include:

- Statement of Profit or loss
- Statement of Financial Position
- Statement of Cash Flows

The report is prepared based on the revised December 2025 budget review adopted at the council meeting on 28 January 2026.

Amounts disclosed are rounded to the nearest thousand (\$'000) unless otherwise stated.

February 2026 results at a glance



Available cash

159.3M Cash and investments at call
4.31% MRC Portfolio returns on cash at call

Liquidity

3.56 Current ratio
6.3M Rates in arrears at February 2026
2.3% Rates in arrears as a percentage of rates charged

Borrowings

24.1M Loan borrowings outstanding

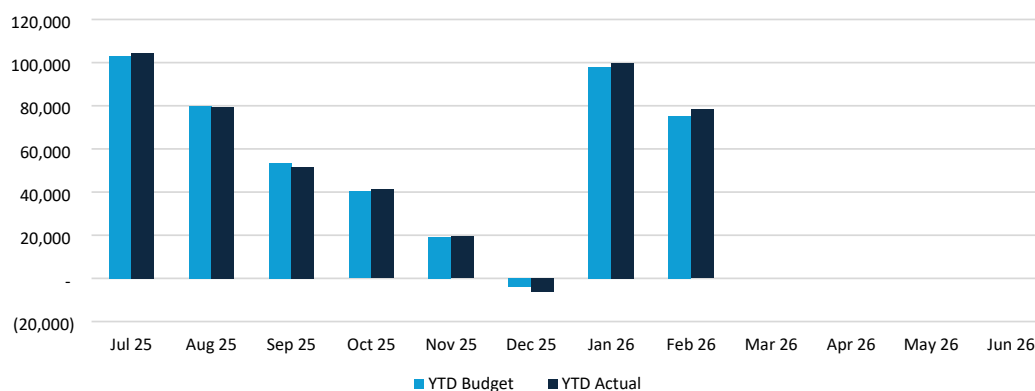
Capital expenditure

67.3M Capital expenditure for the period ended February 2026
54% YTD Actual capital expenditure for the period ended February 2026 divided by the Revised Budget

Operating result

Annual Budget SBR \$'000	Annual Budget DBR \$'000	Annual Variance \$'000	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	% YTD variance from YTD budget
						YTD Variance: 0% to ± 2.99%
						YTD Variance: ± 3% to ± 4.99%
						YTD Variance: greater than ± 5%
332,094	336,751	4,657	303,088	305,538	2,450	Operating revenue
334,685	339,342	(4,657)	227,789	227,276	513	Operating expenses
(2,591)	(2,591)	-	75,299	78,262	2,963	Operating surplus

Monthly performance



Operating surplus ratio*

Historical results					5yr avg	Actuals	Revised budget
2020/21	2021/22	2022/23	2023/24	2024/25	2024/25	2025/26	2025/26
2.3%	0.2%	-1.5%	-4.3%	-1.50%	-1.0%	25.61%	-0.8%

Benchmark: Greater than 0%

Operating cash ratio*

Historical results					5yr avg	Actuals	Revised budget
2020/21	2021/22	2022/23	2023/24	2024/25	2024/25	2025/26	2025/26
32.7%	31.1%	29.1%	27.5%	28.8%	29.8%	48.39%	30.7%

Benchmark: Greater than 0%

* Refer to glossary

Operating revenue

Annual Budget SBR \$'000	Annual Budget DBR \$'000	Annual Variance \$'000	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	
273,590	274,757	1,167	265,246	266,495	1,249	Rates and charges
24,303	25,510	1,207	15,918	15,946	28	Fees and charges
5,617	5,636	19	3,689	3,265	(424)	Sales revenue
7,633	8,353	720	4,073	3,997	(76)	Recoverable works
12,578	13,844	1,266	7,442	8,502	1,060	Grants and subsidies
5,160	5,340	180	3,884	4,485	601	Interest received
1,471	1,472	1	1,020	986	(34)	Rental income
1,742	1,839	97	1,816	1,862	46	Other income
332,094	336,751	4,657	303,088	305,538	2,450	

Rates and charges: \$1,249K This favourable variance is due to higher than anticipated supplementary rates levies \$1,021K and sewerage charges \$348K.

Grants and subsidies: \$1,060K This favourable variance is due to timing differences in the delivery and recognition of operational grant activities.

Interest received: \$601K This favourable variance is due to higher than anticipated interest rates.

Sales revenue: (\$424K) This unfavourable variance is largely due to lower than anticipated ticket, catering, food and beverage sales at the MECC (\$391K).

Operating expenditure

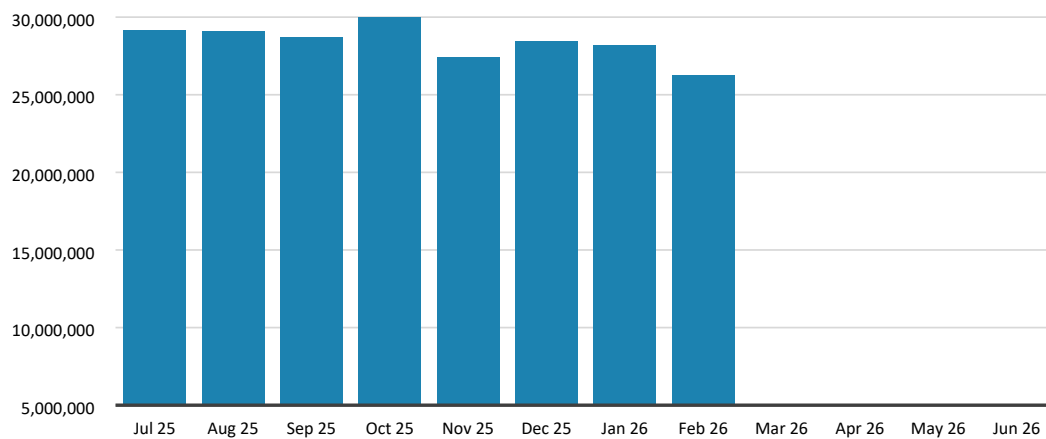
Annual Budget SBR \$'000	Annual Budget DBR \$'000	Annual Variance \$'000	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	
114,388	111,506	2,882	72,451	72,372	79	Employee benefits
114,538	121,745	(7,207)	85,360	85,301	59	Materials and services
4,787	4,798	(11)	2,841	3,032	(191)	Finance costs
100,972	101,293	(321)	67,137	66,571	566	Depreciation
334,685	339,342	(4,657)	227,789	227,276	513	

Depreciation: \$566K. This favourable variance is largely due to timing of capitalisation of assets.

Finance costs: (\$191K). This unfavourable variance is due to higher than anticipated interest rates.

* Refer to glossary

Monthly operating expenses



Council-controlled revenue*

Historical results					5yr avg	Actuals	Revised budget
2020/21	2021/22	2022/23	2023/24	2024/25	2024/25	2025/26	2025/26
88.4%	88.9%	88.2%	89.9%	88.00%	88.7%	92.44%	89.2%

Capital income and expenses

Annual Budget SBR \$'000	Annual Budget DBR \$'000	Annual Variance \$'000	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	
(2,591)	(2,591)	-	75,299	78,262	2,963	Operating surplus
25,836	28,093	2,257	13,222	19,095	5,873	Capital grants, subsidies
2,767	1,693	(1,074)	946	668	(278)	Other capital revenue
1,126	6,518	(5,392)	4,705	6,055	(1,350)	Disposals and write offs
2,332	1,314	1,018	1,182	875	307	Other capital expenses
22,554	19,363	(3,191)	83,580	91,095	7,515	Net surplus

Capital grants, subsidies: \$5,873K This favourable variance is attributable to the accelerated delivery of capital grant activities, with works progressing ahead of the scheduled timeline.

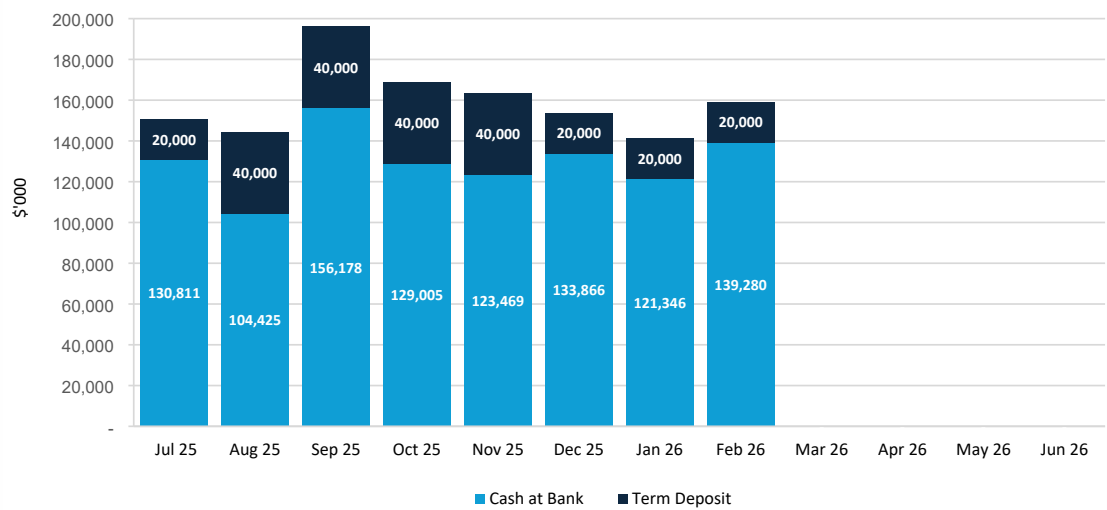
Disposals and write offs: (\$1,350K) This unfavourable variance is attributable to the review of replaced water meters still in progress.

* Refer to glossary



Money matters

Cash at call



\$17.9M increase in cash at call.

February 2026	12-month comparative	
4.32%	4.53%	Funds invested with QTC
4.20%	4.61%	Term Deposits

* Refer to glossary

Liquidity

(can council pay its debts when they fall due)

Annual Budget SBR \$'000	Annual Budget DBR \$'000	YTD Actual \$'000	
181,238	180,822	267,746	Current assets
61,486	61,955	75,165	Current liabilities
2.95	2.92	3.56	Current ratio

Unrestricted cash expense cover ratio*

Historical results					Actuals	Revised budget
2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2025/26
12.6 months	9 months	7.8 months	6.8 months	7.4 months	12.12 months	7.2 months

Benchmark: Greater than 2 months

Debtors

	Actual \$'000	Actual %
Rates and utility charges	90,833	93.5%
Development contributions	1,368	1.4%
Other debtors	4,982	5.1%
Trade and other receivables	97,183	100.0%



* Refer to glossary

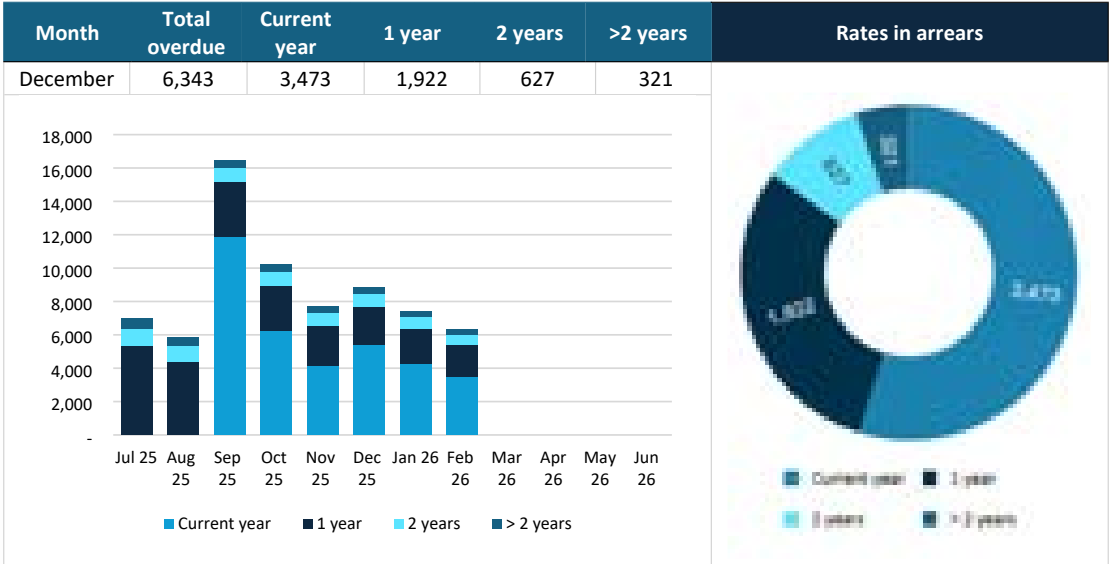
Rates collection

Council’s standard settlement terms for trade receivables are 30 days from invoice date.

	Issue date of notice	Due date of payment
Rates notice	09/02/2026	11/03/2026
Pensioner rates notice	09/02/2026	03/06/2026

Council collection processes ensure rates are collected efficiently and effectively, whilst being cognisant of individual circumstances. Collection action is continuing, both with our external collection agency and monitoring of in-house payment schedules. In-house collection methods include the use of SMS reminders for ratepayers.

Rates arrears

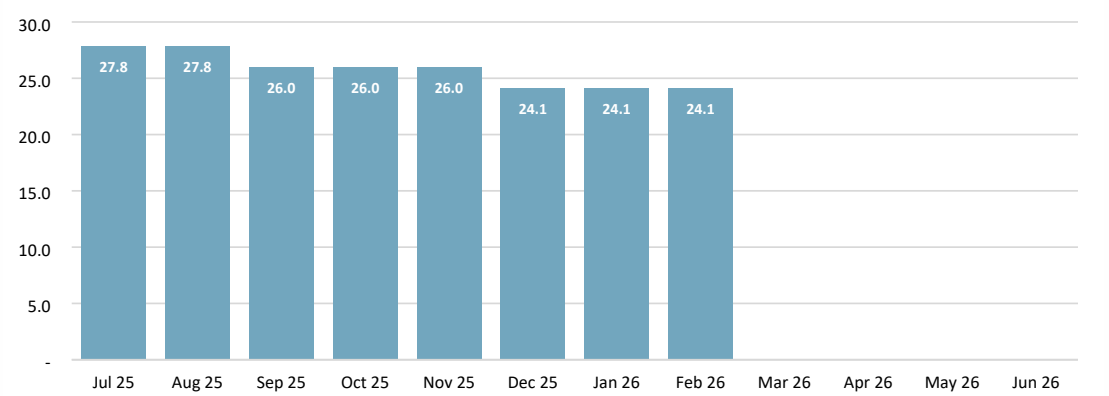


* Refer to glossary

Borrowings

\$24.1M total loan borrowings outstanding.

Loan borrowings are an important funding source for council; reflecting that the full cost of infrastructure should not be borne entirely by present-day ratepayers alone, rather by all those who benefit from the infrastructure over its lifetime.



Leverage ratio*

This ratio measures the extent to which available cash flow covers current debt obligations.

Historical results					Syr avg	Actuals	Revised budget
2020/21	2021/22	2022/23	2023/24	2024/25	2024/25	2025/26	2025/26
1.3 times	0.8 times	0.7 times	0.5 times	0.3 times	0.7 times	0.2 times	0.5 times

Benchmark: 0 to 4 times

* Refer to glossary

Cash flows for the period

Cash at call on 1 July 2025	\$'000 159,370
Cash inflows	
Receipts from customers	202,172
Receipts from grantors	25,726
Interest received	4,168
Cash outflows	
Payments to suppliers and employees	(161,394)
Payments for property, plant and equipment	(65,946)
Repayment of borrowings and leases	(3,739)
Finance costs and other repayments	(727)
Other	(351)
Cash at call on 28 February 2026	159,279



* Refer to glossary

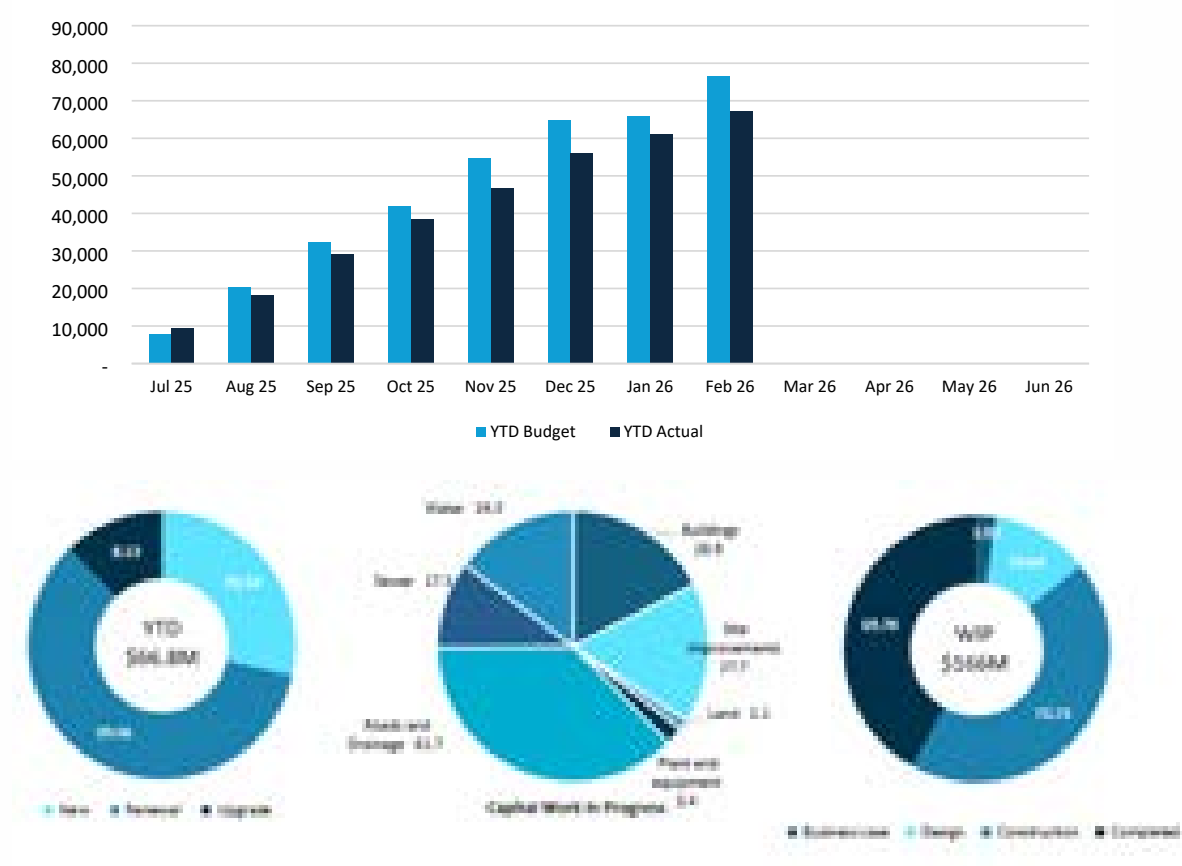
Infrastructure

Council manages the construction, upgrade, and renewal of community assets as part of its capital works program.

Annual Budget SBR \$'000	Annual Budget DBR \$'000	Annual Variance \$'000	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	
125,175	125,175	-	76,615	67,328	9,287	Capital expenditure

54% of annual revised budget expended on capital projects.

YTD capital expenditure against YTD budget



WIP – Works in Progress, reflects all projects that are currently in progress or completed and awaiting capitalisation.

* Refer to glossary

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Major projects

The projects reflected below are the largest projects being delivered as part of Council's capital works program based on current amended budget.

Project	Forecasted Project Completion	Project phase	Construction % complete*	Annual Budget DBR \$'000	YTD Budget \$'000	YTD Actuals \$'000	YTD variance \$'000
Northern Beaches Community Hub - Stage 1B	15/01/2027	Construction	39%	13,834	7,435	6,482	953
Hogans Pocket - Cell 4 Construction	31/03/2026	Construction	65%	7,060	5,139	3,461	1,678
Asphalt Resurfacing Works	27/03/2026	Construction	75%	4,078	4,078	2,189	1,889
Bell Creek Bridge Replacement	5/01/2026	Finalisation	100%	3,530	3,530	2,953	578
Trucks – Plant & Equipment	30/06/2026	Construction	43%	3,407	809	1,529	(721)
Pioneer River Shakespeare St Levee	12/01/2027	Construction	0%	3,280	328	305	23
Reed St, Rural View - Extension to McCready Creek Bridge	14/04/2027	Construction	18%	2,949	1,220	1,251	(31)
Mt Pleasant 2 - Reservoir Refurbishment	8/04/2026	Construction	20%	2,857	1,359	1,475	(116)
Meter Replacement Program	30/06/2026	Construction	94%	2,483	2,353	2,285	67
Sydney St River St Intersection and Bluewater Trail Upgrade	20/11/2025	Finalisation	100%	2,446	2,114	2,045	69
Hogans Pocket Landfill Facility, Stormwater Management	27/03/2026	Construction	65%	2,291	1,736	1,967	(231)
Sewer Pump Station Refurbishment - Package A	27/05/2026	Construction	76%	2,077	1,520	1,296	225
Oak St Drainage Culvert Rehabilitation – Keeley's to Cambell	31/10/2025	Complete	100%	2,059	2,059	2,058	-
Stormwater Relining-Condition State 16 and Above - current year	12/08/2026	Construction	15%	2,047	18	52	(34)
Bloomsbury Water Supply Scheme	27/05/2026	Finalisation	100%	1,985	1,912	1,916	(3)
Petrie Street Culvert Upgrade	2/02/2026	Finalisation	100%	1,880	1,610	1,436	174
Bluewater Lagoon, Replacement of PLC and Plant Upgrade	3/06/2026	Finalisation	100%	1,836	1,732	1,746	(14)
Sarina Reservoir No. 2 Renewal	13/02/2026	Construction	99%	1,754	1,723	1,480	243
Norris Road Rail Overpass	4/02/2026	Construction	99%	1,631	1,631	1,493	138
Stormwater Relining-Condition State 16 and Above - prior year	18/12/2025	Complete	100%	1,512	1,512	1,512	-

* Construction Percentage Complete relates to the entire project program, which may be over multiple financial years, whereas budget reporting is for the current financial year only.

* Refer to glossary

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Council is responsible for the provision of a diverse range of services to meet community needs and expectations. A significant number of these services are provided through infrastructure assets and other property, plant, and equipment.

Annual Budget SBR \$'000	Annual Budget DBR \$'000	Annual Variance \$'000	YTD Actual \$'000	
4,610,707	4,605,237	(5,470)	4,584,472	Property, plant and equipment
5,175	5,175	-	5,175	Investment properties
997	997	-	1,023	Right of use assets
4,744	4,744	-	4,755	Intangible assets

Asset consumption ratio*

This ratio indicates that council is willing to invest more than depreciation into expanding its assets base for the life of the adopted Long-Term Financial Forecast.

Historical results					5yr avg	Actuals	Revised budget
2020/21	2021/22	2022/23	2023/24	2024/25	2024/25	2025/26	2025/26
64.1%	63.5%	63.0%	68.7%	67.5%	65.3%	66.71%	63.5%

Benchmark: 5-year average greater than 60%.

Asset sustainability ratio*

This ratio is calculated based on the planned capital expenditure on the renewal of assets.

Historical results					5yr avg	Actuals	Revised budget
2020/21	2021/22	2022/23	2023/24	2024/25	2024/25	2025/26	2025/26
74.5%	62.8%	63.6%	48.7%	59.3%	61.8%	58.1%	61.9%

Benchmark: 5-year average greater than 60%.

* Refer to glossary

Appendices

Statement of Profit or Loss for the period ended February 2026

	Annual Original SBR \$'000	Annual Budget DBR \$'000	Annual Variance \$'000	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	
Income							
Recurrent revenue							
Rates and charges	273,590	274,757	1,167	265,246	266,495	1,249	
Fees and charges	24,303	25,510	1,207	15,918	15,946	28	
Sales revenue	5,617	5,636	19	3,689	3,265	(424)	
Contracts and recoverable works	7,633	8,353	720	4,073	3,997	(76)	
Grants, subsidies, contributions, donations	12,578	13,844	1,266	7,442	8,502	1,060	
Total recurrent revenue	323,721	328,100	4,379	296,368	298,205	1,837	
Interest received	5,160	5,340	180	3,884	4,485	601	
Rental income	1,471	1,472	1	1,020	986	(34)	
Other income	1,742	1,839	97	1,816	1,862	46	
Total operating revenue	332,094	336,751	4,657	303,088	305,538	2,450	
Capital income							
Grants, subsidies, contributions, donations	25,836	28,093	2,257	13,222	19,095	5,873	
Other capital income	2,767	1,693	(1,074)	946	668	(278)	
Total capital income	28,603	29,786	1,183	14,168	19,763	5,595	
Total income	360,697	366,537	5,840	317,256	325,301	8,045	
Expenses							
Recurrent expenses							
Employee benefits	114,388	111,506	2,882	72,451	72,372	79	
Materials and services	114,538	121,745	(7,207)	85,360	85,301	59	
Finance costs	4,787	4,798	(11)	2,841	3,032	(191)	
Depreciation and amortisation	100,972	101,293	(321)	67,137	66,571	566	
Total recurrent expenses	334,685	339,342	(4,657)	227,789	227,276	513	
Capital expenses							
Loss on disposal of assets	1,126	6,518	(5,392)	4,705	6,055	(1,350)	
Other capital expenses	2,332	1,314	1,018	1,182	875	307	
Total capital expenses	3,458	7,832	(4,374)	5,887	6,930	(1,043)	
Total expenses	338,143	347,174	(9,031)	233,676	234,206	(530)	
Net result	22,554	19,363	(3,191)	83,580	91,095	7,515	
Operating revenue	332,094	336,751	4,657	303,088	305,538	2,450	
Operating expenses	334,685	339,342	(4,657)	227,789	227,276	513	
Operating surplus	(2,591)	(2,591)	-	75,299	78,262	2,963	

% YTD variance from YTD budget	0% to ± 2.99%	± 3% to ± 4.99%	greater than ± 5%
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* Refer to glossary

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Statement of Financial Position as at February 2026

	Annual Budget SBR \$'000	Annual Budget DBR \$'000	YTD Actual \$'000
Current assets			
Cash and cash equivalents	145,318	144,571	139,280
Trade and other receivables	24,184	24,515	97,184
Financial assets	-	-	20,000
Contract assets	3,500	3,500	5,639
Other assets	3,924	3,924	1,169
Inventories	4,312	4,312	4,474
Total current assets	181,238	180,822	267,746
Non-current assets			
Investment property	5,175	5,175	5,175
Property, plant and equipment	4,610,707	4,605,237	4,584,523
Right-of-use assets	997	997	1,023
Intangible assets	4,744	4,744	4,755
Total non-current assets	4,621,623	4,616,153	4,595,476
Total assets	4,802,861	4,796,975	4,863,222
Current liabilities			
Trade and other payables	9,698	10,290	16,108
Employee entitlements	24,177	24,122	22,690
Borrowings	6,136	6,068	3,896
Lease liabilities	76	76	89
Provisions	1,098	1,098	1,178
Contract Liabilities	3,500	3,500	18,778
Other liabilities	16,801	16,801	12,426
Total current liabilities	61,486	61,955	75,165
Non-current liabilities			
Employee entitlements	2,223	2,223	2,222
Borrowings	43,119	41,156	20,207
Lease liabilities	1,017	1,024	1,112
Provisions	78,044	76,836	81,174
Contract liabilities	1,635	1,635	-
Other liabilities	3,068	3,068	273
Total non-current liabilities	129,106	125,942	104,988
Total liabilities	190,592	187,897	180,153
Net community assets	4,612,269	4,609,078	4,683,069
Community equity			
Retained surplus	2,348,934	2,345,743	2,420,757
Asset revaluation surplus	2,263,335	2,263,335	2,262,312
Total community equity	4,612,269	4,609,078	4,683,069

* Refer to glossary

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Statement of Cash Flows for the period ended February 2026

	Annual Budget SBR \$'000	Annual Budget DBR \$'000	YTD Actual \$'000
Cash flows from operating activities			
Receipts from customers	307,166	310,086	202,172
Receipts from grantors, donors for operational activities	12,314	13,540	8,502
Payments to suppliers and employees	(244,535)	(248,224)	(161,395)
Interest received	5,160	5,340	4,168
Borrowing costs	(1,340)	(1,347)	(727)
Net cash inflow from operating activities	78,765	79,395	52,720
Cash flows from investing activities			
Payments for property, plant and equipment	(123,738)	(123,981)	(65,946)
Payments for capital projects	(2,639)	(4,005)	(875)
Proceeds from sale of property, plant and equipment	787	787	524
Receipts from grantors, donors for capital projects	11,446	13,703	17,225
Net cash outflow from investing activities	(114,144)	(113,496)	(49,072)
Cash flows from financing activities			
Proceeds from borrowings	29,000	26,969	-
Repayment of borrowings	(7,582)	(7,582)	(3,733)
Repayments made on leases (principal only)	(91)	(85)	(6)
New cash outflow from financing activities	21,327	19,302	(3,739)
Net increase or (decrease) in cash and cash equivalents	(14,052)	(14,799)	(91)
Cash and cash equivalents at beginning of the period	159,370	159,370	139,370
Cash and cash equivalents at end of the period	145,318	144,571	139,279

* Refer to glossary

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Glossary

Council Controlled Revenue Ratio	Council-controlled revenue is an indicator of a council's financial flexibility, ability to influence its operating income, and capacity to respond to unexpected financial shocks	$\frac{\text{Net Rates, Levies and Charges add Fees and Charges}}{\text{Total Operating Revenue}}$
Population Growth Ratio	Population growth is a key driver of a council's operating income, service needs, and infrastructure requirements into the future.	$\frac{\text{Prior year estimated population.}}{\text{Previous year estimated population}}$ -1
Operating Surplus Ratio	The operating surplus ratio is an indicator of the extent to which operating revenues generated cover operational expenses. Any operating surplus would be available for capital funding or other purposes.	$\frac{\text{Operating Result}}{\text{Total Operating Revenue}}$
Operating Cash Ratio	The operating cash ratio is a measure of a council's ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation, and finance costs.	$\frac{\text{Operating Result add Depreciation and Amortisation add Finance Costs}}{\text{Total Operating Revenue}}$
Unrestricted Cash Expense Cover Ratio	The unrestricted cash expense cover ratio is an indicator of the unconstrained liquidity available to a council to meet ongoing and emergent financial demands, which is a key component to solvency. It represents the number of months a council can continue operating based on current monthly expenses.	$\frac{(\text{Total Cash and Equivalents add Current Investments add Available Ongoing QTC Working Capital Facility Limit Less Externally Restricted Cash})}{(\text{Total Operating Expenditure Less Depreciation and Amortisation less Finance Costs})}$ x 12
Asset Sustainability Ratio	The asset sustainability ratio approximates the extent to which the infrastructure assets managed by a council are being replaced as they reach the end of their useful lives.	$\frac{\text{Capital Expenditure on Replacement of Infrastructure Assets (Renewals)}}{\text{Depreciation Expenditure on Infrastructure Assets}}$
Asset Consumption Ratio	The asset consumption ratio approximates the extent to which council's infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community.	$\frac{\text{Written Down Replacement Cost of Depreciable Infrastructure Assets}}{\text{Current Replacement Cost of Depreciable Infrastructure Assets}}$
Leverage Ratio	The leverage ratio is an indicator of a council's ability to repay its existing debt. It measures the relative size of the council's debt to its operating performance.	$\frac{\text{Book Value of Debt}}{\text{Operating Results add Depreciation and Amortisation and Finance Costs}}$

Council adopted the new Local Government Sustainability Framework ratios in the 2023/24 Annual Financial Statements.

* Refer to glossary

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11.6.2. 2026-27 FEES & CHARGES

Author	Acting Chief Financial Officer (Tania Caldwell)
Responsible Officer	Director Corporate Services (Chris Kelly)
File Reference	2026-27 Fees & Charges

Attachments

1. Public Fees & Charges Schedule 2026-27 [**11.6.2.1** - 70 pages]

Purpose

To seek Council's endorsement of the 2026-27 Fees and Charges Schedule.

Related Parties

Nil.

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

In accordance with the Local Government Act 2009 (the Act), Council has charging powers to establish user pay charges. These charges are in relation to the use of Mackay Regional Council (MRC) facilities and for the provision of identified services.

The fees and charges being tabled in this report are either cost recovery or commercial in nature, and management have reviewed all charges to ensure they address appropriate cost drivers or industry standards.

A base increase of 4.7%, reflective of CPI adjustments at the time this process commenced, was applied to all applicable commercial fees and charges. There are minor variations to this increase as a result of rounding and adjustments to reflect market conditions.

After comprehensive reviews were undertaken by various programs, a total of 154 fees (89 Confidential) have been removed either:

- a) where they have been incorporated into another fee,
- b) are a duplication of an existing fee,
- c) the service is no longer provided, or
- d) benchmarking of similar services was completed.

Waste have undertaken a comprehensive review of the fee schedule to improve clarity, consistency, and alignment with our operational framework. As part of this process, we have removed 27 underutilised fees and those that are not aligned with our EA acceptance criteria. We have also streamlined tyre categorisation and eliminated duplicate fees that previously created unnecessary complexity within the overall structure. Our primary objective has been to simplify and rationalise the fee framework, ensuring it is clearer, more consistent, and easier to administer.

Health and Regulatory Services have identified 31 fees as obsolete. Additional annual animal fees have been abolished, and the relevant application fee has been increased to more accurately reflect the cost of service delivery to Council. Superfluous fees associated with the Eat Safe Food Safety Program have been removed. Pound release fees have been streamlined, resulting in a reduced and simplified fee structure. Fees for replacement licences have also been removed, as no charge is applied for this service. Additionally, two parking permit categories—Local Government Worker and Community Service Organisation—have been removed, as these permit types are no longer issued.

Facilities and Open Spaces has introduced one new fee, a Refundable Bond (Parties). This fee has been implemented in response to damage occurring at some halls associated with party bookings and is intended to support the management and recovery of repair costs where required.

Consultation and Communication

The schedule of proposed fees and charges has been reviewed by relevant Directors and Executive Managers and discussed with the Executive Leadership Team and Council. Fees that have changed have been further reviewed by the relevant Director to provide justification.

Resource Implications

Fees and charges form a significant part of Council's revenue raising requirements and provide a source of funding and/or contribution to programs delivered by MRC.

Risk Management Implications

The Act allows Council to establish cost recovery fees and charges and fees and charges in line with commercial principles. Where the true cost of services is not recovered through fees, then additional impost is placed on other revenue sources, typically rates.

Conclusion

It is recommended that the proposed schedule of MRC fees and charges be adopted as tabled.

Officer's Recommendation

THAT Council adopts the Fees and Charges Schedule as attached, to take effect from 1 July 2026.

Council Resolution ORD-2026-26

THAT Council adopts the Fees and Charges Schedule as attached, to take effect from 1 July 2026.

Moved Cr May

Seconded Cr Corowa

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

Adopted March 2026

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Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied (Both % & \$\$)</i>	<i>GST</i>	<i>Notes</i>
Council Facilities						
Aquatic Centres						
Bluewater Lagoon						
Bookings to be costed pending services engaged for safe and effective support of the specific event	Price on Application			Price on Application	10.00%	
Memorial Swim Centre						
Access - Adult	Person	LGA 2009 s97(2)(a)		4.20	10.00%	23
Access - Child (under 16)	Person	LGA 2009 s97(2)(a)		3.10	10.00%	23
Access - Child (under 2)	No Charge	LGA 2009 s97(2)(a)		No Charge	10.00%	23
Access - Concession	Person	LGA 2009 s97(2)(a)		3.10	10.00%	23
Access - Spectator	Person	LGA 2009 s97(2)(a)		3.10	10.00%	23
Mirani Caravan Park and Swimming Pool						
Access - Adult	Person	LGA 2009 s97(2)(a)		4.20	10.00%	23
Access - Child (under 16)	Person	LGA 2009 s97(2)(a)		3.10	10.00%	23
Access - Child (under 2)	No Charge	LGA 2009 s97(2)(a)		No Charge	10.00%	23
Access - Concession	Person	LGA 2009 s97(2)(a)		3.10	10.00%	23
Access - Spectator	Person	LGA 2009 s97(2)(a)		3.10	10.00%	23
Pioneer Swim Centre						
Access - Adult	Person	LGA 2009 s97(2)(a)		4.20	10.00%	23
Access - Child (under 16)	Person	LGA 2009 s97(2)(a)		3.10	10.00%	23
Access - Child (under 2)	No Charge	LGA 2009 s97(2)(a)		No Charge	10.00%	23
Access - Concession	Person	LGA 2009 s97(2)(a)		3.10	10.00%	23
Access - Spectator	Person	LGA 2009 s97(2)(a)		3.10	10.00%	23

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
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Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Sarina Swim Centre						
Access - Adult	Person	LGA 2009 s97(2)(a)		4.20	10.00%	23
Access - Child (under 16)	Person	LGA 2009 s97(2)(a)		3.10	10.00%	23
Access - Child (under 2)	No Charge	LGA 2009 s97(2)(a)		No Charge	10.00%	23
Access - Concession	Person	LGA 2009 s97(2)(a)		3.10	10.00%	23
Access - Spectator	Person	LGA 2009 s97(2)(a)		3.10	10.00%	23

Artspace**Artspace Hire Charges**

Artspace Staff - During Business Hours per staff member	Hour			129.00	10.00%	
Artspace Staff - After 6pm Hours per staff member	Hour			167.00	10.00%	
Technical Staff - Erection and removal of any banners/signs/decorations, lighting per staff member	Hour			129.00	10.00%	
Damage to facilities and excessive mess left at the conclusion of each function will be payable on a cost recovery basis, in accordance with the hire agreement	Actual Cost			Actual Cost	10.00%	

Artspace Workshops and Courses

Professional Development Seminar + Materials	Person			80.00	10.00%	
Professional Development Seminar Concession + Materials	Person			45.00	10.00%	
Kids Art Club (2 hours x 6 weeks, 1 term = 6 classes) + Materials	Term			190.00	10.00%	
Adult's Workshop (Approximately 4.5 Hours) + Materials	Person			103.00	10.00%	
Adult's Workshop Concession (Approximately 4.5 Hours) + Materials	Person			80.00	10.00%	
School Holiday Group Visit	Student			7.50	10.00%	

Cemeteries**Cemetery Services**

Burial after normal Cemetery hours Monday - Friday »» Normal Fee + Actual Cost of Overtime with a Minimum Fee	Minimum			321.00	10.00%	
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Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
For a burial in urgent or extenuating circumstances only on a Saturday, Sunday or Public Holiday »» Normal Fee + Actual Cost of Overtime with a Minimum Fee	Minimum			1,157.00	10.00%	
Burial equipment hire (Chairs, Shade etc.)	Per day or part thereof			193.00	10.00%	
Extra for hand dug grave due to inaccessible location	Per			450.00	10.00%	
Burial of Ashes in a plot (Includes vault or mausoleum burial)	Per			232.00	10.00%	
Garden of Memories - Mt Bassett Only - Upgrade to Brass and /or Coloured Brass Plaque	Each			256.00	10.00%	
Garden of Memories - Mt Bassett Only - Burial of Ashes in site	Site			232.00	10.00%	
Flower Receptacles - Mt Bassett Lawn Cemetery - Supply and Installation	Each			87.00	10.00%	
Flower Receptacles - Mt Bassett Lawn Cemetery - Replacement Inner	Each			45.00	10.00%	
Burial Rights - Rocks of Remembrance - Memorial Rocks - Small	Each			916.00	0.00%	
Burial Rights - Rocks of Remembrance - Memorial Rocks - Large	Each			1,031.00	0.00%	
Burial Rights - Plot	Plot			2,984.00	0.00%	
Burial Rights - Plot (Special Burial) - Sarina Cemetery Only Additional Fee	Plot			1,602.00	0.00%	
Removal of Ashes from a Plot or Niche	Per			237.00	10.00%	
8 x 4 Grave Preparation	Site			1,504.00	10.00%	
8 x 4 Grave Preparation (Marian and Mirani only)	Site			2,012.00	10.00%	
8 x 4 Grave Preparation - Child (8 Years and under)	Site			770.00	10.00%	
8 x 6 Grave Preparation (Special Burial) - Sarina Cemetery Only	Site			340.00	10.00%	
All other searches, including multiple records (involving 3 or more records) when written reply (either electronic or hardcopy) is required E.g. - Family History Searches Excludes information concerning further burials or purchase of land	Price on Application			Price on Application	0.00%	
Photograph of a single headstone The fee is payable in advance and still applies when a headstone is found to be not in existence	Price on Application			Price on Application	0.00%	
Exhumation	Each			6,571.00	10.00%	
Maintenance Fee on Unused Reserve Lot	Annual			292.00	10.00%	
Cemetery Administration Fee – Burial Rights (transfer & re-issue of burial rights)	Annual			204.00	0.00%	
Headstone/Monument Application Permit (By a Mason and not by a Mason)	Per			40.00	0.00%	
Columbarium Wall - All Cemeteries (except Mackay) Burial Rights - Purchase of Single Niche in Columbarium Wall	Each			476.00	0.00%	
Columbarium Wall - All Cemeteries (except Mackay) Purchase of Brass Columbarium Vase	Each			257.00	10.00%	
Columbarium Wall - Mirani and Walkerston Cemeteries Burial Rights - Purchase of Double Niche in Columbarium Wall	Each			932.00	0.00%	
Search of Electronic Cemetery Records - Front Counter Only	Each			5.00	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Up to 2 searches of records, when the surname and year of death is provided accurately - When the date of death is after 1960	Each			70.00	0.00%	
Up to 2 searches of records, when the surname and year of death is provided accurately - When the date of death is prior to 1959	Each			135.00	0.00%	
Garden of Memories - Mt Bassett Only - Burial Rights - Purchase of Site (Includes basic Formica plaque)	Site			848.00	0.00%	
Cemetery Administration Fee - Other (recording of ashes scattering)	Annual			236.00	10.00%	
Columbarium Wall - All Cemeteries (except Mackay) Ashes Interment and Brass Plaque	Each			210.00	10.00%	

Community Buildings and Centres

Community Building or Centre Hire

Refundable Bond	Event			250.00	0.00%	
Refundable Bond - Parties	Event			600.00	0.00%	
Standard	Hour			20.00	10.00%	12
Community	Hour			20.00	10.00%	12
Not for Profit	Hour			0.00	10.00%	12
Government	Hour			25.00	10.00%	12
Commercial	Hour			40.00	10.00%	12

Community Buildings and Centres Facility Fees

PA System - Basic Hire (No Microphones)	Event			12.00	10.00%	
Hire of Microphone	Unit			73.00	10.00%	
Rubbish Removal (If not completed by Hirer) Subtracted From Bond	Hour			75.00	10.00%	
Cleaning which includes Tables & Chairs (If not completed by Hirer) Subtracted From Bond	Hour			75.00	10.00%	
Bar and/or Coldroom	Day			210.00	10.00%	
Playgroups - Session up to and including 4 Hours plus Bond	Hour			5.50	10.00%	

Jubilee Community Centre and Sarina Neighbourhood Centre

Standard	Hour			5.00	10.00%	12
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Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Community (100% discount applied if group meets criteria)	Hour			5.00	10.00%	12
Not for Profit	Hour			5.00	10.00%	12
Government	Hour			30.00	10.00%	12
Commercial	Hour			40.00	10.00%	12
Jubilee Community Centre Exhibition Hanging Fee	Per			200.00	10.00%	

Mirani Caravan Park and Swimming Pool

Daily Rate Powered Site - 1 or 2 Adults (Power and Amenities Included)	Person			37.00	10.00%	23
Daily Rate Powered Site - Additional Person	Site			16.00	10.00%	23
Daily Rate Recreation Vehicles (RV) - (Child Under 2)	Person			0.00	10.00%	23
Daily Rate Unpowered Site - 1 or 2 Adults (Amenities Included)	Person			21.00	10.00%	23
Daily Rate Unpowered Site - Additional Person	Site			11.00	10.00%	23
Weekly Rate Powered Site - 1 or 2 Adults (Power and Amenities Included)	Person			183.00	10.00%	23
Weekly Rate Powered Site - Additional Person	Person			79.00	10.00%	23
Weekly Rate Unpowered Site - 1 or 2 Adults	Person			131.00	10.00%	23
Weekly Rate Unpowered Site - Additional Person	Site			58.00	10.00%	23
Daily Rate Recreation Vehicles (RV)	Site			21.00	10.00%	23

Seaforth Recreation Centre

Facility Hire Plus Bond	Hour			5.00	0.00%	
Refundable Bond	Event			30.00	0.00%	

Mackay Aquatic and Recreational Complex - Aquatic**Aquatic Complex Access**

Access - Adult	Person			5.20	10.00%	21
Access - Concession	Person			4.20	10.00%	21

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Access - Child (under 16)	Person			4.20	10.00%	21
Access - Child (under 2)	No Charge			No Charge	10.00%	21
Access - Spectator - excludes aquatics program spectator	Person			3.10	10.00%	21

Mackay Aquatic and Recreational Complex - Athletics**Athletic Complex Access**

Access - Child (under 16)	Person			4.20	10.00%	
Access - Child (under 2)	No Charge			No Charge	10.00%	
Access - Adult	Person			5.20	10.00%	
Access - Concession	Person			4.20	10.00%	

Mackay Entertainment and Convention Centre Facility**Mackay Entertainment and Convention Centre (MECC)**

MECC Entire Complex Day AND / OR Evening - Exclusive Use (North and South Wings)	Price on Application			Price on Application	10.00%	
For the latest rates, please contact the sales and marketing team at the Mackay Entertainment and Convention Centre	Price on Application			Price on Application	10.00%	
Video call	Each			100.00	10.00%	

Mackay Stadium**Mackay Stadium**

For the latest rates, please contact the sales and marketing team at the Mackay Entertainment and Convention Centre	Price on Application			Price on Application	10.00%	
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Museums and Cultural Heritage**Greenmount Homestead Entry**

Adult	Person			7.50	10.00%	
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Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Concession Card Holder (Identification required)	Person			5.50	10.00%	
Child (5 to 18 years)	Person			3.00	10.00%	
Child (Under 5 Years)	No Charge			No Charge	10.00%	
Adult Groups - Per Person (Minimum of 10 people)	Person			6.50	10.00%	
School Group Tours - Per Person (Minimum of 10 people, including adults and children)	Person			3.50	10.00%	

Museum Entry

Museum Entry - Sarina, Mackay and Pioneer Valley	No Charge			No Charge	10.00%	
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Parks and Environment

Botanic Gardens Administrative Services

Hire of Administration Building Meeting Room - Category 1 Users	Per day or part thereof			60.00	10.00%	12
Hire of Administration Building Meeting Room - Category 2 & 3 Users	Per day or part thereof			180.00	10.00%	12
Exhibition Hanging Fee	Per			215.00	10.00%	
Golf Buggy Guided Tours	Person			7.00	10.00%	
PlantEd School Education Session (with education officer) - On site at Botanic Gardens	Student			6.00	10.00%	
PlantEd School Holiday Activity	Price on Application			Price on Application	10.00%	
Bocce Set Hire plus Bond	Each			6.00	10.00%	
Refundable Bond - Bocce Set - refundable on return of set - cash only	Each			50.00	0.00%	
Staff on site for social, community or commercial event Per Staff member	Hour			70.00	10.00%	
Hire for Ceremony Area with signage plus Bond	Area			280.00	10.00%	
Refundable Bond - Ceremony Area	Event			315.00	0.00%	
Meadowlands Amphitheatre/Soundshell Rehearsals plus Bond	Day			280.00	10.00%	4
Refundable Bond - Rehearsals	Event			280.00	0.00%	4
Cleaning Charges after Events	Hour			70.00	10.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Botanic Gardens Hire - Category 1 Users						
Less than 10 people with no alcohol or amusements (no application necessary)	No Charge			No Charge	10.00%	12
Charitable Function plus Bond	No Charge			No Charge	10.00%	12
Refundable Bond - Charitable Functions up to 500 people	Event			370.00	0.00%	12
Refundable Bond - Charitable Functions more than 501 people	Event			785.00	0.00%	12
Botanic Gardens Hire - Category 2 Users						
More than 201 people and less than 500 with or without alcohol approval and with or without amusements/Marqueses plus Bond	Event			385.00	10.00%	12
Refundable Bond - More than 201 people and less than 500	Event			365.00	0.00%	12
Botanic Gardens Hire - Category 3 Users						
Commercial Event up to 500 people, no alcohol plus Bond	Day			607.00	10.00%	12
Refundable Bond - Commercial Event with no admission fee	Event			575.00	0.00%	12
Camping Reserves Ball Bay						
Daily Site 10 x 6 (Up to max of 6 Persons) - Ball Bay	Site			20.00	10.00%	
Weekly Site (7 days) 10 x 6 (Up to a max of 6 Persons) - Ball Bay	Site			103.00	10.00%	
Additional Persons (Adult or Child Per Site) - Ball Bay	Person			10.50	10.00%	
Camping Reserves Seaforth						
Daily Site 10 x 6 (Up to max of 6 Persons) - Seaforth	Site			35.00	10.00%	
Weekly Site (7 days) 10 x 6 (Up to a max of 6 Persons) - Seaforth	Site			190.00	10.00%	
Additional Persons (Adult or Child Per Site) - Seaforth	Person			18.80	10.00%	
School Groups/Non Profit Community Groups/Clubs Per Stay - Seaforth	Person			10.00	10.00%	
Camping fee - For single Campers Travelling by walking or bicycle	Day			10.00	10.00%	*NFP

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Finch Hatton Mountain Bike Trail						
FHMBT Building - Minimum 5 hours	Hour			60.00	10.00%	
FHMBT Park (Includes Trail) - More than 51 to 500 people - minimum 5 hours plus Bond	Hour			68.00	10.00%	
FHMBT Park - Refundable Park Booking Bond	Event			250.00	0.00%	
FHMBT Park (Includes Trail) - 501 or more - with/without alcohol &/or amusements/Marquees plus Bond	Hours			80.00	10.00%	
FHMBT Park - Refundable Park Booking Bond - More than 501 or more	Event			800.00	0.00%	
Greenmount Homestead Grounds Hire						
Function Booking Fee plus Bond	Event			189.00	0.00%	
Refundable Bond	Event			200.00	0.00%	
Meadowlands Amphitheatre - Category 1 Users						
More than 501 people and less than 1500 without alcohol approval plus Bond	Event			680.00	10.00%	4
Refundable Bond - More than 501 people and less than 1500 without alcohol	Event			680.00	0.00%	4
More than 1501 people without alcohol approval plus Bond	Event			1,700.00	10.00%	4
Refundable Bond - More than 1501 people without alcohol	Event			1,675.00	0.00%	4
Meadowlands Amphitheatre - Category 2 Users						
More than 501 people and less than 1500 with alcohol approval plus Bond	Event			1,050.00	10.00%	4
Refundable Bond - More than 501 people and less than 1500 with alcohol	Event			1,100.00	0.00%	4
More than 1501 people with alcohol approval plus Bond	Event			2,355.00	10.00%	4
Refundable Bond - More than 1501 people with alcohol	Event			2,410.00	0.00%	4
Meadowlands Amphitheatre - Category 3 Users						
Refundable Bond - Commercial Event - Public Admission fee, Commercial liquor licence	Event			7,590.00	0.00%	
Refundable Bond - Commercial Event - No Public Admission fee, Commercial liquor licence	Event			5,655.00	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Commercial event with Public Admission fee and commercial liquor licence (event not to exceed 6 hours) plus Bond	Event			7,590.00	10.00%	
Commercial event with No Public Admission fee and commercial liquor licence (event not to exceed 6 hours) plus Bond	Event			5,655.00	10.00%	
Commercial event with Admission fee, No commercial liquor licence plus Bond	Event			4,190.00	10.00%	
Refundable Bond - Commercial Event - Admission fee, No commercial liquor licence	Event			4,190.00	0.00%	
Commercial event with No Public Admission fee, No commercial liquor licence - Over 500 people	Event			2,830.00	10.00%	
Refundable Bond - Commercial Event - No Public Admission No commercial liquor licence	Event			2,830.00	0.00%	

Natural Environment Centre

Native Tube Stock	Each			3.00	10.00%	18
Native Tube Stock - Free Native Plant Program (POL-26.084)	Each			0.00	10.00%	18
Hiko Cells	Each			1.30	10.00%	18
Super Tubes	Each			5.00	10.00%	18
Trays/Tiles (average 4 plants)	Each			11.00	10.00%	18
Holding fee - up to 2 months from agreed delivery date	No Charge			No Charge	10.00%	
Holding fee - over 2 months from agreed delivery date - monthly fee of order price	Percentage			3.00%	10.00%	
Bulk order discount for orders between \$11,000 and \$54,999	Percentage			5.00%	10.00%	18
Bulk order discount for orders over \$55,000	Percentage			10.00%	10.00%	18

Park Administrative Services

Donated seat and tribute plaque, existing location	Each			2,775.00	10.00%	
Donated seat and tribute plaque, in new location	Each			3,550.00	10.00%	
Tribute Plaque only	Each			285.00	10.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Park Hire - Additional Charges						
Wedding Ceremony Only - Beach, fountain or laneways with or without alcohol approval (Includes power where available) (Excluding Greenmount, Botanic Gardens & City)	Event			272.00	10.00%	
Electricity Access	Day			210.00	10.00%	
Promotional Booking - Photographic / Film Locations / Promotional Events plus Bond	Day			485.00	10.00%	
Refundable Bond - Promotional Booking	Event			800.00	0.00%	
Key Usage - Vehicle Access - Refundable on return to Paget Depot (EFT Only)	Event			50.00	0.00%	
Commercial Works - Access/Storage/Site Office + Bond	Hour			50.00	10.00%	
Refundable Bond - Commercial Works - Access/Storage/Site Office	Event			4,000.00	0.00%	
Refundable Bond - Key Access and/or Damages	Event			750.00	0.00%	
Fireworks Display Bond - In addition to park hire fee	Event			200.00	0.00%	

Park Hire - Category 1 Users

Charitable Events (must show proof of registry) plus Bond	No Charge			No Charge	10.00%	
Refundable Bond - Charitable Event	No Charge			No Charge	0.00%	
Park Use Permit - Non Profit Groups (i.e. no public charges) with conditions	No Charge			No Charge	10.00%	
Park Use Permit - Up to 25 Participants with public charges with conditions	12 Months			375.00	10.00%	
Park Use Permit - Over 26 Participants with public charges with conditions	12 Months			435.00	10.00%	
Ability to hold bond for park bookings to mitigate damage for park bookings.	Event			500.00	0.00%	

Park Hire - Category 2 Users

Up to 50 people with no alcohol or amusements - No booking required	No Charge			No Charge	0.00%	
More than 501 people and up to 1500 plus bond	Hour			70.00	10.00%	
More than 1501 people plus Bond	Event			2,000.00	10.00%	
More than 51 to 500 people plus bond	Hour			70.00	10.00%	

Park Hire - Category 3 Users

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Ticketed Public Event + Bond	Event			3,990.00	10.00%	
Ticketed Public Event + Bond (up to 5 days)	Event			7,365.00	10.00%	
Refundable Bond - Ticketed Public Event	Event			4,000.00	0.00%	
Public Event – No Admission Fee + Bond	Event			2,000.00	10.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Public Event – No Admission Fee (up to 5 days)	Event			5,523.00	10.00%	
Refundable Bond - Public Event – No Admission Fee	Event			2,000.00	0.00%	

Sporting Reserve Lighting

John Breen Park Main Oval	Hour			28.00	10.00%	
Seaforth Tennis Court - Public	Hour			25.00	10.00%	
Seaforth Tennis Court - Tennis Coach/Coaching Clinics	Hour			23.00	10.00%	
Wren Street Oval Main Field	Hour			27.00	10.00%	

Sarina Sugar Shed**Entry Fees**

Adult	Person			33.00	10.00%	
Child (4 to 17 Years)	Person			16.00	10.00%	
Infant (Under 4 Years)	Person			0.00	10.00%	
Senior (ID Required)	Person			30.00	10.00%	
Family (2 Adults and 2 Children)	Package			88.00	10.00%	
Family additional Child (4 to 17 years)	Person			10.00	10.00%	
Package Tour (SS Tour and Distillery) - Adult	Person			52.00	10.00%	
Package Tour (SS Tour and Distillery) - Infant (under 4 years)	Person			0.00	10.00%	
Package Tour (SS Tour and Distillery) - Senior	Person			50.00	10.00%	
Guided Tasting Session - Adult	Person			18.00	10.00%	
Guided Tasting Session - Child (4 to 17)	Person			7.00	10.00%	
Guided Tasting Session - Infant (Under 4 Years)	Person			0.00	10.00%	
Guided Tasting Session - Senior (ID Required)	Person			16.00	10.00%	
Guided Tasting Session - Family (2 Adults and 2 Children)	Package			45.00	10.00%	
Guided Tasting Session - Family additional child (5 to 17)	Person			7.00	10.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Speciality Experiences - Rum Distillery Tour - Adult 18+	Person			22.00	10.00%	
School Holiday Tour - Adult and Senior	Person			16.00	10.00%	
Cane to Cocktail Experience - Adult 18+	Person			65.00	10.00%	
Cane to Cocktail Experience (Mocktail) - Adult 18+	Person			60.00	10.00%	

Facility Hire

Private Facility Hire	Price on Application			Price on Application	10.00%	
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Group Tours minimum 10 people. FOC for coach driver & host

Group Tour Package - Adult guided tour including tastings	Person			30.00	10.00%	
Group Tour Package - Child guided tour including tastings	Person			15.00	10.00%	

Packages

Delivery service fee	Price on Application			Price on Application	10.00%	
Shipping Fee	Price on Application			Price on Application	10.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Council Services						
Administrative Costs						
Rates and Property Searches						
Rate Certificate in respect of each separately surveyed parcel of land of the Local Government Act 2009:-Current registered owner and postal address, Property Address and real property description	Each	LGA 2009 s97(2)(a)	PA 2016 s51/ EDA 2012 s82	51.00	0.00%	
ePathway Rate Certificate (Electronic), includes Change of Ownership where required, in respect of each separately surveyed parcel of land of the Local Government Act 2009:- Current registered owner and postal address, Property Address and real property description, Rates Details and Requisitions recorded on file - Advice within 2 business days (requires registration for Online Services)	Each	LGA 2009 s97(2)(a)	PA 2016 s51/ EDA 2012 s82	134.00	0.00%	
Rate Certificate (Posted), includes Change of Ownership where required, in respect of each separately surveyed parcel of land of the Local Government Act 2009:-Current registered owner and postal address, Property Address and real property description, Rates Details and Requisitions recorded on file - Advice within 5 business days	Each	LGA 2009 s97(2)(a)	PA 2016 s51/ EDA 2012 s82	145.00	0.00%	
Rates / Water Notice Copy from July 2002 to Current Financial Year (Per notice)	Each	LGA 2009 s97(2)(a)	PA 2016 s51/ EDA 2012 s82	20.00	0.00%	
All rating/water information requests prior to 1st July 2002, with a minimum charge of 30 minutes	Hour	LGA 2009 s97(2)(a)	PA 2016 s51/ EDA 2012 s82	76.00	0.00%	
Paper Notice Bill Fee	Each			3.00	10.00%	
Paper Notice Bill Fee (Eligible Pension Concession Holder)	Each			0.00	10.00%	

Water Certificates

Water Certificate (Posted) - Advice within 5 business days	Each	LGA 2009 s97(2)(a)	PA 2016 s51/ EDA 2012 s82	250.00	0.00%	
ePathway Water Certificate (Electronic) - Advice within 2 business days (Requires registration for Online Services)	Each	LGA 2009 s97(2)(a)	PA 2016 s51/ EDA 2012 s82	233.00	0.00%	

City and Town Centres

Banners and Palms

Fixed Installation Cost	Each			300.00	10.00%	
Banners Victoria Street (3 - 6 Banner) Max exposure 2 week duration	2 Weeks			557.00	10.00%	
Banners Gordon Street or similar (Up to 5 Poles)	Per			630.00	10.00%	
Banners Gordon Street (Extras to the above (Per Pole))	Each			152.00	10.00%	
Banners Hire of Council Banner (Victoria St Only) (Painting Cost to be at Customers Expense)	Each			102.00	10.00%	
Banners Matsuura Dr (7 poles, 7 banners)	2 Weeks			749.00	10.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

Council Product/Service	Unit	LGA Legislative Authority	Relevant Legislation/Policy	Adopted Fee GST Inclusive where applied	GST	Notes
Banners Evans Ave (7 poles, 7 banners)	2 Weeks			749.00	10.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Landscaping Services						
Street Trees						
Where a street tree is less than 2 years insitu (replaced with a 45L stock)	Per	LGA 2009 s97(2)(c)	SLL 2011 No. 1.16	2,100.00	10.00%	
Where a street tree is between 2-5 years insitu (replaced with a 100L stock)	Per	LGA 2009 s97(2)(c)	SLL 2011 No. 1.16	2,900.00	10.00%	
Where a street tree is over 5 years insitu (replaced with a 200L stock)	Per	LGA 2009 s97(2)(c)	SLL 2011 No. 1.16	4,000.00	10.00%	

Library Services**Administration**

Lost or Damaged Replacement books Charge to be determined by Librarian, based on replacement costs	Actual Cost			Actual Cost	10.00%	
Processing Fee - Applied when returned items require replacement parts	Each			6.00	10.00%	
Inter Library Loan Request Fee for core copies of documents up to 25 pages (Where Lending Institution Charges)	Each			26.00	10.00%	
Printing & Photocopying Black and White A4 Single Sided	Page			0.20	10.00%	
Printing & Photocopying Black and White A3 Single Sided	Page			0.40	10.00%	
Printing & Photocopying Colour A4 Single Sided	Page			1.00	10.00%	
Printing & Photocopying Colour A3 Single Sided	Page			2.00	10.00%	
3D Printing	Gram			0.30	10.00%	
Research Fee (Non-Library Members & after the First Hour for Members)	Hour			50.00	10.00%	
Dudley Denny Library Flexi Space	Price on Application			Price on Application	10.00%	
Repair of damage to facilities or spillages	Actual Cost			Actual Cost	10.00%	
Inter Library Loan Request Fee for core item loans (Where Lending Institution Charges)	Each			36.00	10.00%	
Printing and Photocopying Black and white A4 Double sided	Page			0.40	10.00%	
Printing and Photocopying Black and white A3 Double sided	Page			0.80	10.00%	
Printing and Photocopying Colour A4 Double sided	Page			2.00	10.00%	
Printing and Photocopying Colour A3 Double sided	Page			4.00	10.00%	

Road Services

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
CCTV						
CCTV Inspection Stormwater Drainage	Hour	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.11	850.00	10.00%	

Sewerage Services**CCTV**

HP Cleaning & Vacuum Debris Removal - Site Establishment	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.12	1,117.00	10.00%	
HP Cleaning & Vacuum Debris Removal - Per Hour (approx. 100m)	Hour	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.8	553.00	10.00%	
CCTV Site Establishment Fee	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.8	1,539.00	10.00%	
CCTV Inspection (Per Hour)	Hour	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.2	495.00	10.00%	
CCTV Pre & Post Inspections - Building over Sewers Applications (1 lot configuration)	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.2	2,633.00	10.00%	

Liquid Waste

Septic tanks contents disposal to Council Treatment Plant (per kilolitre)	Kilolitre	LGA 2009 s97(2)(a)	PH(ICFPAS)A 2003 s106	58.00	0.00%	
Septic Waste Receival Key Fee (Lost or Damaged keys will be charged for a new key)	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.12	314.00	0.00%	

Sewer Connections

150 x 100mm dia. jump up (from main) - New Connection (excluding excavation, backfill, dewatering, traffic control and road restoration to a maximum of 2m)	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.2	1,631.00	0.00%	
150 x 100mm dia. jump up (from main) - New Connection (including excavation and backfill. Excluding dewatering, traffic control and road restoration to a maximum 2m)	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.2	5,062.00	0.00%	
150 x 100mm dia. jump up (from main) - New Connection (excluding excavation, backfill, dewatering, traffic control and road restoration) >2m deep.	Price on Application	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.2	Price on Application	0.00%	
150 x 100mm dia. jump up (from main) - New Connection (including excavation and backfill. Excluding dewatering, traffic control and road restoration) >2m deep	Price on Application	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.2	Price on Application	0.00%	
150 jump up (from manhole) - New Connection	Price on Application	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.2	Price on Application	0.00%	

Sewer Disconnections

Disconnection of house drainage service (excluding excavation, backfill, dewatering, traffic control and road restoration to a maximum of 2m)	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.2	1,055.00	0.00%	
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Mackay Regional Council | Schedule of Fees and Charges 2026-2027

Council Product/Service	Unit	LGA Legislative Authority	Relevant Legislation/Policy	Adopted Fee GST Inclusive where applied	GST	Notes
Disconnection of house drainage service (including excavation and backfill. Excluding dewatering, traffic control and road restoration to a maximum of 2m) of 2m)	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.2	4,338.00	0.00%	
Disconnection of house drainage service (excluding excavation, backfill, dewatering, traffic control and road restoration) >2m deep	Price on Application	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.2	Price on Application	0.00%	
Disconnection of house drainage service (including excavation and backfill. Excluding dewatering, traffic control and road restoration) >2m deep	Price on Application	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.2	Price on Application	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Trade Waste						
Application Fee Pre-determined Category 1 (e.g. Hairdresser, Home Based Food Preparation)	Each	LGA 2009 s97(2)(a)	FA 2006 s31	356.00	0.00%	
Application Fee - Category 1 / 2 / 3 Generator	Each	LGA 2009 s97(2)(a)	FA 2006 s31	1,058.00	0.00%	
Annual Approval Fee - Category 1 Generator No Pre-treatment (e.g. Hairdresser)	Annual	LGA 2009 s97(2)(a)	FA 2006 s31	162.00	0.00%	
Annual Approval Fee - Category 1 Generator	Annual	LGA 2009 s97(2)(a)	FA 2006 s52	492.00	0.00%	
Annual Approval Fee - Category 2 Generator	Annual	LGA 2009 s97(2)(a)	FA 2006 s52	979.00	0.00%	
Annual Approval Fee - Category 3 Generator Businesses without a grease trap and generating less than 20 kilolitres per 6 months billing period will be charged the Category 2 Generator fee. If the 20 kilolitre limit is exceeded in any 6 month period, the generator will be identified as a Category 3 Generator thereafter	Annual	LGA 2009 s97(2)(a)	FA 2006 s52	1,937.00	0.00%	
Annual Approval Fee - Category 3S Generator (Where a single grease trap is being shared by more than one business)	Annual	LGA 2009 s97(2)(a)	FA 2006 s52	1,005.00	0.00%	
Trade Waste Standard Site Visit	Each	LGA 2009 s97(2)(a)	FA 2006 s52	205.00	0.00%	
Alteration to existing Trade Waste Approval	Each	LGA 2009 s97(2)(a)	FA 2006 s52	251.00	0.00%	

Trade Waste Meters

Hot Water S100 15mm (includes Check/Valve & Taggle)	Each	LGA 2009 s97(2)(a)	FA 2006 s52	217.00	0.00%	
Cold Water V100 15mm (includes Couplings & Taggle)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	223.00	0.00%	
Hot Water S100 20mm (includes Check/Valve & Taggle)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	273.00	0.00%	
Cold Water V100 20mm (includes Couplings & Taggle)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	200.00	0.00%	
Cold Water 25mm (includes Couplings & Taggle)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	309.00	0.00%	
Non standard cable length	Price on Application	LGA 2009 s97(2)(a)	FA 2006 s49	Price on Application	0.00%	
Taggle High Powered Device with Elster T-Probe sensor - (1m lead)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	165.00	0.00%	
Cold Water 32mm (includes Couplings & Taggle)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	480.00	0.00%	
Cold Water 40mm (includes Couplings & Taggle)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	570.00	0.00%	
Cold Water 50mm (includes Couplings & Taggle)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	1,190.00	0.00%	
Cold Water 80mm (includes Couplings & Taggle)	Price on Application	LGA 2009 s97(2)(a)	FA 2006 s49	Price on Application	0.00%	
Bare (Paddle) Meter 50mm R1200, including pulse reader	Each	LGA 2009 s97(2)(a)	FA 2006 s49	921.00	0.00%	
Hot Water S100 25m (includes Couplings & Taggle)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	586.00	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
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Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Waste Services						
Hogan's Pocket - Waste Generated From Outside MRC Area						
Emergency After-Hours Disposal Opening Fee	Price on Application	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	Price on Application	10.00%	25
Asbestos	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	460.00	10.00%	6
Approved Contaminated Materials including Soil	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	623.00	10.00%	6
Sewage Sludge Residual Biosolids	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	623.00	10.00%	6
Commercial and Industrial	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	536.00	10.00%	6
Construction and Demolition	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	536.00	10.00%	6
Hogan's Pocket Commercial						
Commercial and Industrial *	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	346.00	10.00%	
Construction and Demolition *	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	346.00	10.00%	
Commercial and Industrial (Levy Exempt)	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	244.00	10.00%	
Construction and Demolition (Levy Exempt)	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	244.00	10.00%	
Sewage Sludge Residual Biosolids ***	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	508.00	10.00%	
Emergency After-Hours Opening Fee	Price on Application	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	Price on Application	10.00%	25
Approved Contaminated Materials including Soil ***	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	549.00	10.00%	
Asbestos	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	325.00	10.00%	
Street Sweeper Waste	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	168.00	10.00%	
* Includes the Qld Government's waste levy at the General Levy Rate	Tonne			0.00	0.00%	
*** Includes the Qld Government's waste levy at the Regulated Waste Cat 2 Levy Rate	Tonne			0.00	0.00%	
Other Facilities Commercial Green Waste						
Commercial clean green waste	Cubic Meter(s)	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	54.00	10.00%	
Commercial clean green waste - Tree stump / branches >05m diameter	Cubic Meter(s)	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	60.00	10.00%	
Other Facilities Commercial Waste						

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

Council Product/Service	Unit	LGA Legislative Authority	Relevant Legislation/Policy	Adopted Fee GST Inclusive where applied	GST	Notes
Unscheduled waste or recycling bin empty (Per Bin)	Bin	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRRA 2011 & WRRR 2023	55.00	10.00%	
Commercial and Industrial§*	Cubic Meter(s)	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRRA 2011 & WRRR 2023	115.00	10.00%	
§Volumetric rates apply, however minimum charge \$33	Minimum	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRRA 2011 & WRRR 2023	33.00	10.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
* Includes the Qld Government's waste levy at the General Levy Rate	Tonne			0.00	0.00%	
Commercial Cardboard (minimum charge 1 cubic metre)	Cubic Meter(s)	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	38.00	10.00%	

Other Facilities Household - Clean Green Waste

Sedan, Station Wagon or 4x4	Vehicle	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	9.00	10.00%	27
Utility Vehicle or Flat-Top	Vehicle	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	14.00	10.00%	27
Trailer	Trailer	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	14.00	10.00%	27
Other Vehicle Combinations	Cubic Meter(s)	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	21.00	10.00%	

Other Facilities Household - Domestic Waste

Sedan, Station Wagon or 4x4	Vehicle	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	10.00	10.00%	27
Utility Vehicle or Flat-Top	Vehicle	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	19.00	10.00%	27
Trailer	Trailer	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	19.00	10.00%	27
Other Vehicle Combinations	Cubic Meter(s)	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	59.00	10.00%	
Gas Bottle (maximum 20kg)	Each	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	16.00	10.00%	
Fire Extinguisher	Each	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	26.00	10.00%	

Other Waste Services

Administration charge (Promise to Pay or Non-Payment)	Each	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	29.00	10.00%	24
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Paget Transfer Station Commercial Green Waste

General Green	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	106.00	10.00%	
Tree Stumps / Branches > 0.5m diameter	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	126.00	10.00%	
Tonnage rates apply, however minimum charge \$33	Minimum	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	33.00	10.00%	

Paget Transfer Station Commercial Waste

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<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
§Tonnage rates apply, however minimum charge \$33.00	Minimum	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	33.00	10.00%	
Retrieval and copy of waste transaction	Each	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	29.00	10.00%	
Commercial and Industrial§ *	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	362.00	10.00%	
Construction and Demolition§ *	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	362.00	10.00%	
Asbestos (Maximum amount of 250kg) due to EPA Legislation§	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	555.00	10.00%	
Commercial and Industrial§ (Levy Exempt)	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	260.00	10.00%	
Construction and Demolition§ (Levy Exempt)	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	260.00	10.00%	
* Includes the Qld Government's waste levy at the General Levy Rate	Tonne			0.00	0.00%	
Out of Region Commercial and Industrial	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	586.00	10.00%	6
Out of Region Construction and Demolition	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	586.00	10.00%	6
Commercial Cardboard (minimum charge 1 cubic metre)	Cubic Meter(s)	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	38.00	10.00%	
Commercial Cardboard§	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	149.00	10.00%	

Paget Transfer Station Household - Clean Green Waste

Sedan, Station Wagon or 4x4 (below net waste mass of 1 tonne)	Vehicle	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	9.00	10.00%	27
Utility Vehicle or Flat-Top (below net waste mass of 1 tonne)	Vehicle	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	14.00	10.00%	27
Trailer (Below Net Waste Mass of 1 tonne)	Trailer	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	14.00	10.00%	27
All Vehicle Combinations with a Gross Waste Mass over 1 Tonne	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	106.00	10.00%	

Paget Transfer Station Household - Domestic Waste

Sedan, Station Wagon or 4x4	Vehicle	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	10.00	10.00%	27
Utility Vehicle or Flat-Top	Vehicle	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	19.00	10.00%	27
Trailer	Trailer	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	19.00	10.00%	27
All Vehicle Combinations with a Gross Waste Mass over 1 Tonne	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	191.00	10.00%	
Asbestos disposed of by a resident (maximum amount 175 kg)	Tonne	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	555.00	10.00%	
Asbestos disposed at Paget Tonnage rates apply - However, minimum charge \$33	Minimum	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	33.00	10.00%	
Gas Bottle	Each	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011 & WRRR 2023	16.00	10.00%	

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<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Fire Extinguisher	Each	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	26.00	10.00%	

Tyres

Truck Tyre	Tyre	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	55.00	10.00%	26
Truck Tyre with rim/contamination	Tyre	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	130.00	10.00%	26
Standard Tyre with rim/contamination	Tyre	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	35.00	10.00%	26
Standard Tyre	Tyre	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	15.00	10.00%	26
Large Tyre (all types up to 1m)	Tyre	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	265.00	10.00%	26
X-Large Tyre (>1m)	Tyre	LGA 2009 s92 (4)(a), s94 (1)(b)(ii)	WRRR 2011, WRRR 2023 & EPR 2019	455.00	10.00%	26

Water & Sewerage Services

Other Water & Sewerage Services

Basic survey assistance & Drone	Hour			100.00	10.00%	
Advanced survey assistance & Drone	Hour			125.00	10.00%	
External Works Supervisor/Inspector Per Hour (Inspection + Travel Time)	Hour	LGA 2009 s97(2)(a)	LL 2011 No. 5 & SLL 2011 No. 5	375.00	0.00%	
Refund of application fees when an application / permit lapses - Note: No Refund	Percentage	LGA 2009 s97(2)(a)	LL 2011 No. 5 & SLL 2011 No. 5	0.00%	0.00%	
Refund of application fees when an application is withdrawn - Lodgement Processed	Percentage	LGA 2009 s97(2)(a)	LL No. 8 2011	90.00%	0.00%	
Refund of application fees when an application is withdrawn - Request Issued	Percentage			80.00%	0.00%	
Refund of application fees when an application is withdrawn - Request Response Assessment commenced/completed	Percentage	LGA 2009 s97(2)(c)	LL No. 1 2011	70.00%	0.00%	
Recycled Water for Agriculture and Commercial Use	Megalitre	LGA 2009 s97(2)(c)	LL No. 1 2011	60.00	0.00%	
Refund of application fees when an application is withdrawn - Request Response Assessment Further Information Request	Percentage	LGA 2009 s97(2)(c)	LL No. 1 2011	60.00%	0.00%	
Refund of application fees when an application is withdrawn - Request Response Assessment Further Information Request commenced/completed	Percentage	LGA 2009 s97(2)(c)	LL No. 1 2011	45.00%	0.00%	
Refund of application fees when an application is withdrawn - Permit Issued	Percentage	LGA 2009 s97(2)(c)	LL No. 1 2011	45.00%	0.00%	

Water Services

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<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Bulk Water						
Bulk Water - Rate Per Kilolitre (Including temporary water meter)	Kilolitre	LGA 2009 s97(2)(a)	LL 2011 No. 5 & SLL 2011 No. 5	4.10	0.00%	
Bulk Water by Fixed hydrant (Paget Depot Only) Annual Depot Fixed Hydrant Access (Electronic key rental - Per key)	Annual	LGA 2009 s97(2)(a)	LL 2011 No. 5 & SLL 2011 No. 5	508.00	0.00%	

Bulk Water Standpipes

Annual Rental (conditions apply)	Annual	LGA 2009 s97(2)(a)	FA 2006 s49	2,722.00	0.00%	
Penalty for late Return of Standpipe or Failure to submit monthly log books - First Day Late	Each	LGA 2009 s97(2)(a)	FA 2006 s49	119.00	0.00%	
Penalty for late Return of Standpipe or Failure to submit monthly log books - every day late thereafter	Each	LGA 2009 s97(2)(a)	FA 2006 s49	27.00	0.00%	
Bond payable - Held in Trust until termination of rental agreement - Written application for refund must be made for all applications	Each	LGA 2009 s97(2)(a)	LL 2011 No. 5 & SLL 2011 No. 5	2,000.00	0.00%	
Fixed Hydrant Key Bond Payable - Held in Trust until return of key - Written application for refund must be made for all applications	Each	LGA 2009 s97(2)(a)	LL 2011 No. 5 & SLL 2011 No. 5	304.00	0.00%	

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<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Daily Rental (must be returned by 15:30 on Friday to avoid weekend charges)	Day	LGA 2009 s97(2)(a)	LL 2011 No. 5 & SLL 2011 No. 5	27.00	0.00%	
Weekly Rental	Week	LGA 2009 s97(2)(a)	LL 2011 No. 5 & SLL 2011 No. 5	103.00	0.00%	

Other Water Services

Water Restriction Exemption Application	Each	LGA 2009 s97(2)(a)	FA 2006 s49	151.00	0.00%	
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Water Connections

Supply and Install AMR Device Only (20mm standard device)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	340.00	0.00%	
Automatic Meter Reader (AMR) Data Fee - Commercial Per Meter	Annual	LGA 2009 s97(2)(a)	FA 2006 s49	8.50	0.00%	
20mm Water Meter Connection with AMR unit (Single Meter Per Property Only Existing Service)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	1,117.00	0.00%	
Install underground meter box on new service (existing poly to the boundary)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	273.00	0.00%	
Install underground meter box on existing service - 20mm & 25mm water meters only (poly at the property boundary)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	763.00	0.00%	
Raise 20-25mm Water Meter above ground	Each	LGA 2009 s97(2)(a)	FA 2006 s49	1,004.00	0.00%	
Replacement 20mm Water Meter	Each	LGA 2009 s97(2)(a)	FA 2006 s49	400.00	0.00%	
Relocate 20-25mm water meter up to 1m	Each	LGA 2009 s97(2)(a)	FA 2006 s49	1,008.00	0.00%	
Install new 32mm short water service with 20mm water meter to property boundary (with concrete and road cuts)	Each	LGA 2009 s97(2)(c)	LL No. 1 2011	6,409.00	0.00%	
Install new 32mm long water service with 20mm water meter to property boundary (with concrete and road cuts and under bore)	Each	LGA 2009 s97(2)(c)	LL No. 1 2011	10,356.00	0.00%	
Install new 32mm short water service with 20mm water meter to property boundary (with road cut)	Each	LGA 2009 s97(2)(c)	LL No. 1 2011	5,814.00	0.00%	
Install new 32mm long water service with 20mm water meter to property boundary (road cut and under bore)	Each	LGA 2009 s97(2)(c)	LL No. 1 2011	9,274.00	0.00%	
Install new 32mm short water service with 20mm water meter to property boundary (with concrete cut)	Each	LGA 2009 s97(2)(c)	LL No. 1 2011	4,951.00	0.00%	
Install new 32mm long water service with 20mm water meter to property boundary (with concrete cut and under bore)	Each	LGA 2009 s97(2)(c)	LL No. 1 2011	8,335.00	0.00%	
Install new 32mm short water service with 20mm water meter to property boundary (nature strip)	Each	LGA 2009 s97(2)(c)	LL No. 1 2011	3,543.00	0.00%	
Install new 32mm long water service with 20mm water meter to property boundary (with under bore in nature strip)	Each	LGA 2009 s97(2)(c)	LL No. 1 2011	7,545.00	0.00%	
Install new 32mm short water service with 20mm water meter to property boundary (with concrete and road cuts) a 50% discount will apply only where an existing vacant lot/plan are already paying the Water Access Fee on their Rates Notice and are intending to connect to an existing water service. This discount does not apply to any new subdivisions	Each	LGA 2009 s97(2)(c)	LL No. 1 2011	2,731.00	0.00%	
Install new 32mm long water service with 20mm water meter to property boundary (with concrete and road cuts and under bore) a 50% discount will apply only where an existing vacant lot/plan are already paying the Water Access Fee on their Rates Notice and are intending to connect to an existing water service. This discount does not apply to any new subdivisions	Each	LGA 2009 s97(2)(c)	LL No. 1 2011	4,732.00	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

Council Product/Service	Unit	LGA Legislative Authority	Relevant Legislation/Policy	Adopted Fee GST Inclusive where applied	GST	Notes
Install new 32mm short water service with 20mm water meter to property boundary (with road cut) a 50% discount will apply only where an existing vacant lot/plan are already paying the Water Access Fee on their Rates Notice and are intending to connect to an existing water service. This discount does not apply to any new subdivisions	Each	LGA 2009 s97(2)(c)	LL No. 1 2011	2,407.00	0.00%	
Install new 32mm long water service with 20mm water meter to property boundary (road cut and under bore) a 50% discount will apply only where an existing vacant lot/plan are already paying the Water Access Fee on their Rates Notice and are intending to connect to an existing water service. This discount does not apply to any new subdivisions	Each	LGA 2009 s97(2)(c)	LL No. 1 2011	4,138.00	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Install new 32mm short water service with 20mm water meter to property boundary (with concrete cut) a 50% discount will apply only where an existing vacant lot/plan are already paying the Water Access Fee on their Rates Notice and are intending to connect to an existing water service. This discount does not apply to any new subdivisions	Each	LGA 2009 s97(2)(c)	LL No. 1 2011	1,974.00	0.00%	
Install new 32mm long water service with 20mm water meter to property boundary (with concrete cut and under bore) a 50% discount will apply only where an existing vacant lot/plan are already paying the Water Access Fee on their Rates Notice and are intending to connect to an existing water service. This discount does not apply to any new subdivisions	Each	LGA 2009 s97(2)(c)	LL No. 1 2011	3,651.00	0.00%	
Install new 32mm short water service with 20mm water meter to property boundary (nature strip) a 50% discount will apply only where an existing vacant lot/plan are already paying the Water Access Fee on their Rates Notice and are intending to connect to an existing water service. This discount does not apply to any new subdivisions	Each	LGA 2009 s97(2)(c)	LL No. 1 2011	1,271.00	0.00%	
Install new 32mm long water service with 20mm water meter to property boundary (with under bore in nature strip) a 50% discount will apply only where an existing vacant lot/plan are already paying the Water Access Fee on their Rates Notice and are intending to connect to an existing water service. This discount does not apply to any new subdivisions	Each	LGA 2009 s97(2)(a)	PDR 2019 s44	3,272.00	0.00%	

Water Disconnections

Disconnection of Water Service up to and including 50mm (On concrete footpath)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	5,346.00	0.00%	
Disconnection of Water Service up to and including 50mm (On Nature Strip)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	1,938.00	0.00%	
Disconnection of Water Service up to and including 50mm (On Road)	Each	LGA 2009 s97(2)(d)	LL No. 1 2011	5,928.00	0.00%	
Disconnection of Water Service greater than 50mm	Price on Application	LGA 2009 s97(2)(d)	TORUM 1995	Price on Application	0.00%	

Water Testing

Test by Approved Facility up to and including 40mm (Remove, Replace & Test)	Each	LGA 2009 s97(2)(a)	LL 2011 No. 5 & SLL 2011 No. 5	741.00	0.00%	
Testing at Manufacturers Factory above 50mm (Remove, Replace & Test)	Price on Application	LGA 2009 s97(2)(a)	LL 2011 No. 5 & SLL 2011 No. 5	Price on Application	0.00%	
Mains Pressure and Flow Test - Per Location	Location	LGA 2009 s97(2)(a)	LL 2011 No. 5 & SLL 2011 No. 5	970.00	0.00%	
Water Service Pressure and Flow Test - Per Location	Location	LGA 2009 s97(2)(a)	LL 2011 No. 5 & SLL 2011 No. 5	382.00	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Development Planning and Engineering						
Building and Plumbing Services						
Building & Plumbing Records Search						
Copy of Final Certificate (Form 21 - Residential) / Certificate of Occupancy (Form 11 - Commercial) / Building Plan - per structure	Lot	LGA 2009 s97(2)(c)	PA 2016	120.00	0.00%	
Building & Plumbing Record Search - Class 1 and 10 Buildings/Structures	Lot	LGA 2009 s97(2)(c)	PA 2016	210.00	0.00%	
Building & Plumbing Record Search - Class 1 and 10 Buildings/Structures inclusive of Decision Notices, Plans and Final Certificates (where available)	Lot	LGA 2009 s97(2)(c)	PA 2016	370.00	0.00%	
Building & Plumbing Record Search - Class 2-9 Buildings	Lot	LGA 2009 s97(2)(c)	PA 2016	265.00	0.00%	
Building & Plumbing Record Search - Class 2-9 Buildings inclusive of Decision Notices, Plans and Final Certificates (where available)	Lot	LGA 2009 s97(2)(c)	PA 2016	525.00	0.00%	
Copy of Drainage Plan / Inspector Field Notes (Class 1-10)	Lot	LGA 2009 s97(2)(c)	PA 2016	80.00	0.00%	
Building Certification Fees						
Additional Inspections	Price on Application	LGA 2009 s97(2)(a)	PA 2016	Price on Application	0.00%	
Miscellaneous Services	Price on Application	LGA 2009 s97(2)(a)	PA 2016	Price on Application	0.00%	
Final Inspection (Class 1-10)	Price on Application	LGA 2009 s97(2)(a)	PA 2016	Price on Application	0.00%	
Clearance of Building or Plumbing Requisition (Class 1-10)	Price on Application	LGA 2009 s97(2)(a)	PA 2016	Price on Application	0.00%	
Building Work Lodgement and Archive Fee						
Class 1-10 Lodgement - Electronic (online)	Each	LGA 2009 s97(2)(a)	BA 1975	80.00	0.00%	
1 fixture only	Each	LGA 2009 s97(2)(a)	BA 1975	110.00	0.00%	
Class 1-10 Amendment to Decision	Each	LGA 2009 s97(2)(a)	BA 1975	55.00	0.00%	
Concurrent Agency Assessment - Building Certification						
Residential Services Building Inspection and Report	Price on Application	LGA 2009 s97(2)(a)	PA 2016	Price on Application	0.00%	
Building Compliance Notice under Residential Services (Accreditation) Act 2002	Price on Application	LGA 2009 s97(2)(a)	PA 2016	Price on Application	0.00%	
Additional Inspections	Price on Application	LGA 2009 s97(2)(a)	PA 2016	Price on Application	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Fire Safety Inspection - Budget Accommodation	Price on Application	LGA 2009 s97(2)(a)	PA 2016	Price on Application	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Developer						
Superseded Planning Scheme Policies – Contributions'						
Sarina Shire Planning Scheme 2005 (superseded)	Refer indexed contrib'n rate for applicable planning scheme			0.00	0.00%	11
Mirani Shire Planning Scheme (superseded)	Refer indexed contrib'n rate for applicable planning scheme			0.00	0.00%	11
Mackay City Planning Scheme 2006 (superseded)	Refer indexed contrib'n rate for applicable planning scheme			0.00	0.00%	11

Environmental

Environmental Activity Annual Fees - Part 11

BMRA - ERA 49 Boat Maintenance or Repair, aes=17	Annual			3,101.00	0.00%	
BMRB - ERA 49 Boat Maintenance or Repair, aes=17 - Small business	Annual			2,921.00	0.00%	
BMRC - ERA 49 Boat Maintenance or Repair, aes=17 - Above compliance	Annual			2,921.00	0.00%	
BMRD - ERA 49 Boat Maintenance or Repair, aes=17 - Small business and above compliance	Annual			2,575.00	0.00%	

Environmental Activity Annual Fees - Part 12

WITT - ERA 61 Waste Incineration and Thermal Treatment - Incinerating or Thermally Treating Waste Vegetation, Clean Paper or Cardboard, no aes	Annual			789.00	0.00%	
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Environmental Activity Annual Fees - Part 2

PPOA - ERA 12 Plastic Product Manufacturing 1, in a year, a total of 50t or more of Plastic Product - Other than a Plastic Product mentioned in item 2, aes=28	Annual			4,218.00	0.00%	
PPOB - ERA 12 Plastic Product Manufacturing 1, in a year, a total of 50t or more of Plastic Product - Other than a Plastic Product mentioned in item 2, aes=28 - Small business	Annual			3,862.00	0.00%	
PPMB - ERA 12 Plastic Product Manufacturing 2, in a year, a total of 5t or more of:- Carbon Fibre, Epoxy Coating, Foam, Foam Sandwich, Mattings, Resin, Composite Plastics or Rigid Fibre-Reinforced Plastics, aes=54 - Small business	Annual			4,218.00	0.00%	
PPMC - ERA 12 Plastic Product Manufacturing 2, in a year, a total of 5t or more of:- Carbon Fibre, Epoxy Coating, Foam, Foam Sandwich, Mattings, Resin, Composite Plastics or Rigid Fibre-Reinforced Plastics, aes=54 - Above compliance	Annual			4,218.00	0.00%	
PPMD - ERA 12 Plastic Product Manufacturing 2, in a year, a total of 5t or more of:- Carbon Fibre, Epoxy Coating, Foam, Foam Sandwich, Mattings, Resin, Composite Plastics or Rigid Fibre-Reinforced Plastics, aes=54 - Small business and above compliance	Annual			3,500.00	0.00%	
PPOC - ERA 12 Plastic Product Manufacturing 1, in a year, a total of 50t or more of Plastic Product - Other than a Plastic Product mentioned in item 2, aes=28 - Above compliance	Annual			3,849.00	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

Council Product/Service	Unit	LGA Legislative Authority	Relevant Legislation/Policy	Adopted Fee GST Inclusive where applied	GST	Notes
PPOD - ERA 12 Plastic Product Manufacturing 1, in a year, a total of 50t or more of Plastic Product - Other than a Plastic Product mentioned in item 2, aes=28 - Small business and above compliance	Annual			3,146.00	0.00%	
PPMA - ERA 12 Plastic Product Manufacturing 2, in a year, a total of 5t or more of:- Carbon fibre, Epoxy Coating, Foam, Foam Sandwich, Matings, Resin, Composite Plastics or Rigid Fibre-Reinforced Plastics, aes=54	Annual			4,925.00	0.00%	
ASMA - ERA 6 Asphalt Manufacturing in a year - 1000t or more of Asphalt, aes=32	Annual			4,218.00	0.00%	
ASMB - ERA 6 Asphalt Manufacturing in a year - 1000t or more of Asphalt, aes=32 - Small business	Annual			3,661.00	0.00%	
ASMC - ERA 6 Asphalt Manufacturing in a year - 1000t or more of Asphalt, aes=32 - Above compliance	Annual			3,661.00	0.00%	
ASMD - ERA 6 Asphalt Manufacturing in a year - 1000t or more of Asphalt, aes=32 - Small business and above compliance	Annual			3,297.00	0.00%	

Environmental Activity Annual Fees - Part 5

MTLF - ERA 19 Metal Forming, no aes	Annual			755.00	0.00%	
MTLR - ERA 20 Metal Recovery - recovering less than 100t of Metal in a day, no aes	Annual			796.00	0.00%	
MRWA - ERA 20 Metal Recovery - recovering 100t or more of Metal in a day, or 10 000t or more of Metal Product in a year, and carrying out the Relevant Activity - without using a Fragmentiser, aes=19	Annual			3,101.00	0.00%	
MRWB - ERA 20 Metal Recovery - recovering 100t or more of Metal in a day, or 10 000t or more of Metal Product in a year, and carrying out the Relevant Activity - without using a Fragmentiser, aes=19 - Small business	Annual			2,737.00	0.00%	
MRWC - ERA 20 Metal Recovery - recovering 100t or more of Metal in a day, or 10 000t or more of Metal Product in a year, and carrying out the Relevant Activity - without using a Fragmentiser, aes=19 - Above compliance	Annual			2,739.00	0.00%	
MRWD - ERA 20 Metal Recovery - recovering 100t or more of Metal in a day, or 10 000t or more of Metal Product in a year, and carrying out the Relevant Activity - without using a Fragmentiser, aes=19 - Small business and above compliance	Annual			2,196.00	0.00%	

Environmental Activity Annual Fees - Part 8

SCGA - ERA 38 Surface Coating - Anodising, Electroplating, Enamelling, Galvanizing or using, in a year, the following quantity of Surface Coating Materials - 1t to 100t, aes=10	Annual			1,935.00	0.00%	
SCGB - ERA 38 Surface Coating - Anodising, Electroplating, Enamelling, Galvanizing or using, in a year, the following quantity of Surface Coating Materials - 1t to 100t, aes=10 - Small business	Annual			1,579.00	0.00%	
SCGC - ERA 38 Surface Coating - Anodising, Electroplating, Enamelling, Galvanizing or using, in a year, the following quantity of Surface Coating Materials - 1t to 100t, aes=10 - Above compliance	Annual			1,579.00	0.00%	
SCGD - ERA 38 Surface Coating - Anodising, Electroplating, Enamelling, Galvanizing or using, in a year, the following quantity of Surface Coating Materials - 1t to 100t, aes=10 - Small business and above compliance	Annual			1,218.00	0.00%	

Environmental Protection

Application for Assessment of a Development Application for 1 or more Environmentally Relevant Activities (ERA's) - Base Fee plus Annual Fee	Each			978.00	0.00%	
Fee for Late Payment of an Annual Fee for an Environmental Authority	Each			168.00	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Fee for Consideration of a Report about a Site Investigation (Act, s 382) for a Development Application, or Environmental Authority (EA), for a Relevant Activity	Each			789.00	0.00%	
Fee for Consideration of a Report about a Site Investigation (Act, s 382) for any Other Land - For each lot	Lot			1,604.00	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Material Change of use						
Mini						
Code and/or Impact Assessable	Each	LGA 2009 s97(2)(a)	PA2016/EDA2012	850.00	0.00%	
Minor						
Code Assessable	Each	LGA 2009 s97(2)(a)	PA2016/EDA2012	1,800.00	0.00%	
Impact Assessable	Each	LGA 2009 s97(2)(a)	PA2016/EDA2012	2,700.00	0.00%	
Small						
Code Assessable	Per use base fee + Per additional unit fee	LGA 2009 s97(2)(a)	PA2016/EDA2012	3,150.00	0.00%	
Impact Assessable	Per use base fee + Per additional unit fee	LGA 2009 s97(2)(a)	PA2016/EDA2012	4,200.00	0.00%	
Per additional Unit/Suite over two (capped at 200)	Each	LGA 2009 s97(2)(a)	PA2016/EDA2012	350.00	0.00%	
Medium						
Code Assessable	Per use base fee + Per additional unit fee	LGA 2009 s97(2)(a)	PA2016/EDA2012	6,300.00	0.00%	
Impact Assessable	Per use base fee + Per additional unit fee	LGA 2009 s97(2)(a)	PA2016/EDA2012	7,500.00	0.00%	
Per additional Unit/Suite over two (capped at 200)	Each	LGA 2009 s97(2)(a)	PA2016/EDA2012	350.00	0.00%	
Large						
Code Assessable	Per use base fee + Per additional unit fee	LGA 2009 s97(2)(a)	PA2016/EDA2012	9,500.00	0.00%	
Impact Assessable	Per use base fee + Per additional unit fee	LGA 2009 s97(2)(a)	PA2016/EDA2012	12,000.00	0.00%	
Per additional Unit/Suite over two (capped at 200)	Each	LGA 2009 s97(2)(a)	PA2016/EDA2012	350.00	0.00%	
Undefined Land Use						
Code and/or Impact Assessable	Price on Application	LGA 2009 s97(2)(a)	PA2016/EDA2012	Price on Application	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
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Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Operational Works & Construction Operational Works						
Construction Operational Works (private works)						
Earthworks (standalone)	Each	LGA 2009 s97(2)(a)	PA2016/EDA2012	1,750.00	0.00%	13
Value of works up to and including \$150,000	Per application base fee + % of works fee	LGA 2009 s97(2)(a)	PA2016/EDA2012	1,750.00	0.00%	13
Value of works from \$150,001 to \$1,500,000 - additional fee (plus base fee)	Percentage	LGA 2009 s97(2)(a)	PA2016/EDA2012	0.15%	0.00%	13
Value of works above \$1,500,001 - additional fee (plus base fee)	Percentage	LGA 2009 s97(2)(a)	PA2016/EDA2012	0.08%	0.00%	13
Construction Operational Works (public works)						
Value of works up to and including \$150,000	Per application base fee + % of works fee	LGA 2009 s97(2)(a)	PA2016/EDA2012	4,200.00	0.00%	13
Value of works from \$150,001 to \$1,500,000 - additional fee (plus base fee)	Percentage	LGA 2009 s97(2)(a)	PA2016/EDA2012	1.00%	0.00%	13
Value of works above \$1,500,001 - additional fee (plus base fee)	Percentage	LGA 2009 s97(2)(a)	PA2016/EDA2012	0.25%	0.00%	13
Operational Works (private works)						
Earthworks (standalone)	Each	LGA 2009 s97(2)(e)	PA2016/EDA2012	2,400.00	0.00%	13
Value of works up to and including \$150,000	Per application base fee + % of works fee	LGA 2009 s97(2)(a)	PA2016/EDA2012	2,400.00	0.00%	13
Value of works from \$150,001 to \$1,500,000 - additional fee (plus base fee)	Percentage	LGA 2009 s97(2)(a)	PA2016/EDA2012	0.80%	0.00%	13
Value of works above \$1,500,001 - additional fee (plus base fee)	Percentage	LGA 2009 s97(2)(a)	PA2016/EDA2012	0.25%	0.00%	13
Operational Works (public works)						
Value of works up to and including \$150,000	Per application base fee + % of works fee	LGA 2009 s97(2)(a)	PA2016/EDA2012	3,300.00	0.00%	13
Value of works from \$150,001 to \$1,500,000 - additional fee (plus base fee)	Percentage	LGA 2009 s97(2)(a)	PA2016/EDA2012	1.20%	0.00%	13
Value of works above \$1,500,001 - additional fee (plus base fee)	Percentage	LGA 2009 s97(2)(a)	PA2016/EDA2012	0.40%	0.00%	13
Other Operational Works						
Prescribed Tidal Works	Each	LGA 2009 s97(2)(a)	PA2016/EDA2012	2,100.00	0.00%	13
Subsequent Inspections (in excess of construction application allowance)	Per	LGA 2009 s97(2)(a)	PA2016/EDA2012	500.00	0.00%	13

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<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
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Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Planning and Development General Fees						
Council as Referral Agency - Building Works						
Design and Siting / Amenity and Aesthetics - Application	Lot	LGA 2009 s97(2)(c)	PA 2016	800.00	0.00%	
Design and Siting / Amenity and Aesthetics - Amendment or Extension	Lot	LGA 2009 s97(2)(a)	PA 2016	400.00	0.00%	
Minor Works and Advertising Devices						
Minor Works - Application (inclusive of multiple works)	Each	LGA 2009 s97(2)(a)	LL No. 1	420.00	0.00%	
Minor Works / Advertising Device - Amendment or Extension	Each	LGA 2009 s97(2)(a)	LL No. 1	210.00	0.00%	
Advertising Device - Application	Each	LGA 2009 s97(2)(a)	LL No. 1	850.00	0.00%	13
Miscellaneous Fees						
Building work assessable against the planning scheme	Each	LGA 2009 s97(2)(c)	PA2016/EDA2012	786.00	0.00%	8
Superseded planning scheme application	Each	LGA 2009 s97(2)(a)	PA 2016	2,700.00	0.00%	8
Preliminary approval which is not a variation request (75% of development permit fee)	Percentage	LGA 2009 s97(2)(a)	PA2016/EDA2012	75.00%	0.00%	8
Preliminary approval seeking a variation request	Price on Application	LGA 2009 s97(2)(a)	PA 2016	Price on Application	0.00%	8
Change application (minor) or amendment to application under the Planning Act 2016 or Economic Development Act 2012 (application fee or 50% of the original application fee whichever is less)	Each	LGA 2009 s97(2)(a)	PA2016/EDA2012	1,600.00	0.00%	8
Change application (other) 75% of current fee for changed component of application	Percentage	LGA 2009 s97(2)(a)	PA2016/EDA2012	75.00%	0.00%	
Conversion application (relating to trunk infrastructure)	Price on Application	LGA 2009 s97(2)(a)	PA 2016	Price on Application	0.00%	8
Extension application or extension to an application under the Planning Act 2016 and Economic Development Act 2012	Each	LGA 2009 s97(2)(a)	PA2016/EDA2012	1,600.00	0.00%	8
Preparation of an Infrastructure Agreement	Price on Application	LGA 2009 s97(2)(a)	PA 2016	Price on Application	0.00%	8
Exemption Certificate / Confirmation proposal is Accepted Development	Each	LGA 2009 s97(2)(a)	PA 2016	0.00	0.00%	8
Pre-lodgement Meeting	Each	LGA 2009 s97(2)(a)	PA 2016	0.00	0.00%	8
Cancellation application (cancel a development approval)	Each	LGA 2009 s97(2)(a)	PA 2016	350.00	0.00%	8
Plans to be considered generally in accordance	Each	LGA 2009 s97(2)(a)	PA2016/EDA2012	0.00	0.00%	
Cancel a local government agreement or covenant (including new covenant)	Each	LGA 2009 s97(2)(a)	PA 2016/LTA 1994	1,000.00	0.00%	8

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

Council Product/Service	Unit	LGA Legislative Authority	Relevant Legislation/Policy	Adopted Fee GST Inclusive where applied	GST	Notes
Heavy Vehicle Parking on Private Property. New Application / Amendment Fee for Heavy Vehicle Parking on Residential or Rural Property (one location only). One-off Fee (non-refundable if application cancelled, withdrawn or refused) plus prescribed Annual Fee.	Each	LGA 2009 s97(2)(a)	FA 2006 s49	549.00	0.00%	

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<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Planning and Development Certificates - Charge per lot						
Full Certificate	Lot	LGA 2009 s97(2)(a)	PA 2016 s51/ EDA 2012 s82	3,145.00	0.00%	
Standard Certificate	Lot	LGA 2009 s97(2)(a)	PA 2016 s51/ EDA 2012 s82	1,310.00	0.00%	
Limited Certificate	Lot	LGA 2009 s97(2)(a)	PA 2016 s51/ EDA 2012 s82	370.00	0.00%	

Refund

Planning Act 2016, Economic Development Act 2012, Local Law No. 1 (Administration) 2011 and Signing Plans of Subdivision and Titles Documents - Application Stage (up to and inclusive of the issue of a Confirmation Notice)	Percentage	LGA 2009 s97(2)(a)	PA 2016/EDA 2012/LL No. 1	90.00%	0.00%	
Planning Act 2016, Economic Development Act 2012 and Local Law No. 1 (Administration) 2011 - Information and/or Referral Stage	Percentage	LGA 2009 s97(2)(a)	PA 2016/EDA 2012/LL No. 1	60.00%	0.00%	
Planning Act 2016 - Notification Stage	Percentage	LGA 2009 s97(2)(a)	PA 2016/EDA 2012/LL No. 1	40.00%	0.00%	
Planning Act 2016, Economic Development Act 2012 and Local Law No. 1 (Administration) 2011 and Signing Plans of Subdivision and Titles Documents - Decision Stage	Percentage	LGA 2009 s97(2)(a)	PA 2016/EDA 2012/LL No. 1	10.00%	0.00%	

Plumbing Application Fees**Backflow Prevention**

Registration/Licence Fee (1st Device)	Each	LGA 2009 s97(2)(a)	PDA 2018	75.00	0.00%	
Registration/Licence Fee (per subsequent Device)	Each	LGA 2009 s97(2)(a)	PDA 2018	65.00	0.00%	
First Device testing	Each	LGA 2009 s97(2)(a)	FA 2006 s49	290.00	0.00%	
Additional Device testing (on same premises)	Each	LGA 2009 s97(2)(a)	FA 2006 s49	95.00	0.00%	

Commercial/Industrial Alterations and Additions Class 2 to 9

1 fixture only	Each	LGA 2009 s97(2)(a)	PDA 2018	480.00	0.00%	
2-3 fixtures	Each	LGA 2009 s97(2)(a)	PDA 2018	650.00	0.00%	
4-5 fixtures	Each	LGA 2009 s97(2)(a)	PDA 2018	741.00	0.00%	
5+ fixtures per 'commercial/industrial new development Classes 2-9'	Refer to other fee	LGA 2009 s97(2)(a)	PDA 2018	Refer to other fee	0.00%	
Floor waste gullies receiving waste from tundishes only are considered as fixtures	Refer to other fee	LGA 2009 s97(2)(a)	PDA 2018	Refer to other fee	0.00%	

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<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Commercial/Industrial New Development Class 2 to 9						
Up to 10 fixtures	Each	LGA 2009 s97(2)(a)	PDA 2018	1,700.00	0.00%	
Each additional fixture above 10-50	Each	LGA 2009 s97(2)(a)	PDA 2018	92.00	0.00%	
Over 50 fixtures	Price on Application	LGA 2009 s97(2)(a)	PDA 2018	Price on Application	0.00%	
Detached Units (Class 2-9) are calculated based on the number of fixtures per unit (for 6 detached units, each with up to 10 fixtures, the fee is \$1,700.00 per unit. 6 units x \$1,700.00 = \$10,200.00)	Calculation	LGA 2009 s97(2)(a)	PDA 2018	Calculation	0.00%	
Multi storey units are calculated based on total number of fixtures (see above - Class 2-9). Floor waste gullies receiving waste from tundishes only are considered as fixtures.	Calculation	LGA 2009 s97(2)(a)	PDA 2018	Calculation	0.00%	

General Alterations and Additions Class 1 & 10

1-2 fixtures	Each	LGA 2009 s97(2)(a)	PDA 2018	560.00	0.00%	
3-4 fixtures	Each	LGA 2009 s97(2)(a)	PDA 2018	651.00	0.00%	
Over 4 fixtures as per new dwellings and outbuildings - Classes 1 and 10	Refer to other fee	LGA 2009 s97(2)(a)	PDA 2018	Refer to other fee	0.00%	

Inspections and Assessments

Notifiable Works Inspection (Form 4)	Each	LGA 2009 s97(2)(a)	PDA 2018	331.00	0.00%	
Additional/Re-Inspection fee	Each	LGA 2009 s97(2)(a)	PDA 2018	331.00	0.00%	

Miscellaneous Sewerage Services

Disconnect house drain point(s)	Each	LGA 2009 s97(2)(a)	PDA 2018	325.00	0.00%	
Install swimming pool backwash (1 application)	Each	LGA 2009 s97(2)(a)	PDA 2018	508.00	0.00%	
Installation of temporary amenities (construction site) - 1 inspection	Each	LGA 2009 s97(2)(a)	PDA 2018	342.00	0.00%	
Replace/redirect house drainage	Each	LGA 2009 s97(2)(a)	PDA 2018	508.00	0.00%	

New Dwellings and Outbuildings Class 1 & 10

1-6 fixtures	Each	LGA 2009 s97(2)(a)	PDA 2018	925.00	0.00%	
7-15 fixtures	Each	LGA 2009 s97(2)(a)	PDA 2018	1,083.00	0.00%	
Each additional fixture over 15	Each	LGA 2009 s97(2)(a)	PDA 2018	66.00	0.00%	

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Council Product/Service	Unit	LGA Legislative Authority	Relevant Legislation/Policy	Adopted Fee GST Inclusive where applied	GST	Notes
Detached Units (Class 1) are calculated based on the number of fixtures per unit (for 6 detached units, each with 9 fixtures, the fee is \$1,083.00 per unit. 6 units x \$1,083.00 = \$6,498.00).	Calculation	LGA 2009 s97(2)(a)	PDA 2018	Calculation	0.00%	
Off Shore Islands "Plumbing Works"						
Off shore islands plumbing and drainage inspection costs require 'special' arrangements and are to be negotiated at the time of lodgement and will form part of the conditions of approval. This will incorporate travel costs.	Price on Application	LGA 2009 s97(2)(a)	PDA 2018	Price on Application	0.00%	

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<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
On-Site Sewerage System Or Grey Water Reuse System						
On-site sewerage system or grey water reuse system (not in conjunction with a new building)	Each	LGA 2009 s97(2)(a)	PDA 2018	342.00	0.00%	
Permit Extensions and Amendments						
Classes 1b and 2 - 9 (Council will determine if Basic or Substantial Amendment) / Permit Extension	Price on Application	LGA 2009 s97(2)(a)	PDA 2018	Price on Application	0.00%	
Classes 1 and 10 - Basic Amendment (i.e. no additional fixtures) / Permit Extension	Each	LGA 2009 s97(2)(a)	PDA 2018	154.00	0.00%	
Classes 1 and 10 - Substantial Amendment	Each	LGA 2009 s97(2)(a)	PDA 2018	456.00	0.00%	
Trade Waste Related Fittings And Fixtures - Assessments						
Installation of trade waste discharge meters (first 5 units)	Each	LGA 2009 s97(2)(a)	PDA 2018	321.00	0.00%	
Installation of trade waste discharge meters (6th unit onwards)	Unit	LGA 2009 s97(2)(a)	PDA 2018	0.00	0.00%	
Installation of dry basket arrestors (first 5 units)	Each	LGA 2009 s97(2)(a)	PDA 2018	321.00	0.00%	
Installation of dry basket arrestors (6th unit onwards)	Unit	LGA 2009 s97(2)(a)	PDA 2018	0.00	0.00%	
Replacement of grease interceptor services	Each	LGA 2009 s97(2)(a)	PDA 2018	503.00	0.00%	
Installation of backflow prevention devices (first 5 units)	Each	LGA 2009 s97(2)(a)	PDA 2018	321.00	0.00%	
Installation of backflow prevention devices (6th unit onwards)	Unit	LGA 2009 s97(2)(a)	PDA 2018	40.00	0.00%	
Reconfiguring a Lot						
Reconfiguring of a Lot						
Boundary Realignment, Access Easement, Amalgamation, or lease exceeding 10 years	Per application base fee + Per additional lot fee	LGA 2009 s97(2)(c)	PA2016/EDA2012	1,800.00	0.00%	9
Reconfiguring a Lot for a subdivision (inclusive of a Tradable Development Rights Application)	Per application base fee + Per additional lot fee	LGA 2009 s97(2)(c)	PA2016/EDA2012	3,400.00	0.00%	9
Per additional lot (where creating or realigning more than two lots - capped at 200)	Per	LGA 2009 s97(2)(a)	PA2016/EDA2012	350.00	0.00%	9

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<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Signing Plans of Subdivision & Titles Documents						
Plan of subdivision (where works have been completed and/or on-maintenance)	Per application base fee + Per additional lot fee	LGA 2009 s97(2)(a)	PA2016/EDA2012	1,800.00	0.00%	14
Plan of subdivision (where works have not been accepted on-maintenance)	Per application base fee + Per additional lot fee	LGA 2009 s97(2)(a)	PA2016/EDA2012	3,700.00	0.00%	14
Per additional lot (where creating or rearranging more than two lots however capped at 200)	Per	LGA 2009 s97(2)(a)	PA2016/EDA2012	250.00	0.00%	14
Application for plan of survey for grant of easement, lease or road opening/closure only	Each	LGA 2009 s97(2)(a)	PA2016/EDA2012	500.00	0.00%	14
Execution of legal document	Each	LGA 2009 s97(2)(a)	PA2016/EDA2012	275.00	0.00%	14
Re-approval	Each	LGA 2009 s97(2)(a)	PA2016/EDA2012	160.00	0.00%	14
Partial release (subsequent plan of subdivision)	Each	LGA 2009 s97(2)(a)	PA2016/EDA2012	275.00	0.00%	14

Sewerage Services**Other Sewerage Services**

Building over a sewer - Application	Each	LGA 2009 s97(2)(a)	PDA 2018/PA 2016	827.00	0.00%	
Refund BOAS Application Fee – Application Stage	Each	LGA 2009 s97(2)(a)	PDA 2018/PA 2016	755.00	0.00%	
Refund BOAS Application Fee - Request Issued	Each	LGA 2009 s97(2)(a)	PDA 2018/PA 2016	262.00	0.00%	
Refund BOAS Application Fee - Request Response Stage	Each	LGA 2009 s97(2)(a)	PDA 2018/PA 2016	223.00	0.00%	
Refund BOAS Application Fee - Response Issued - no refund	Each	LGA 2009 s97(2)(a)	PDA 2018/PA 2016	0.00	0.00%	

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<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Regulation						
Animals						
Animal Approvals						
Pet Shops (Per Premises) Initial Application Fee	Annual			183.00	0.00%	
Additional Cats (Per Premises) Initial Application Fee	Each			284.00	0.00%	
Poultry (Per Premises) Initial Application Fee	Each			284.00	0.00%	
Budgerigar, Canary or Other Bird of a Similar Size (Per Premises) Initial Application Fee	Each			284.00	0.00%	
Cattery (Per Premises) Commercial Initial Application Fee	Annual			221.00	0.00%	
Rooster Approval (Per Premises) Initial Application Fee	Each			284.00	0.00%	
Anti-Barking Collar - Purchase	Week			200.00	0.00%	
Kennels (Per Premises) Commercial Initial Application Fee	Annual			221.00	0.00%	
Regulated Dog Replacement Sign	Each			58.00	0.00%	
Regulated Dog Replacement Reflective Collar	Each			45.00	0.00%	
Pet Shops (Per Premises) Renewal Fee - Annual	Annual			147.00	0.00%	
Cattery (Per Premises) Commercial Renewal Fee - Annual	Annual			178.00	0.00%	
Kennels (Per Premises) Commercial Renewal Fee - Annual	Annual			178.00	0.00%	
Animal Registration						
Additional Dogs (Per Premises) Initial Application Fee	Annual			284.00	0.00%	
Restricted Dog (By Breed) In addition to Annual Registration Fee	Annual			379.00	0.00%	
Cat Registration Discount Fee (Entire Cat) - if paid by 30th June	Annual			35.00	0.00%	
Cat Registration Discount Fee (Desexed Cat) - if paid by 30th June	Annual			16.00	0.00%	
Dog and Cat Registration - registration between 1 July and 30 September Percentage of prescribed Fee	Percentage			100.00%	0.00%	
Dog and Cat Registration - registration between 1 October and 31 December Percentage of prescribed Fee	Percentage			75.00%	0.00%	
Dog and Cat Registration - registration between 1 January and 31 March Percentage of prescribed Fee	Percentage			50.00%	0.00%	
Dog and Cat Registration - registration between 1 April and 30 June Percentage of prescribed Fee	Percentage			25.00%	0.00%	
Dangerous Dog Initial Registration (including sign & tag)	Each			787.00	0.00%	

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<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Dangerous Dog Annual Registration	Annual			629.00	0.00%	
Dangerous Dog Annual Reduced Registration (For Approved Applicants only)	Annual			470.00	0.00%	
Menacing Dog Initial Registration (including sign & tag)	Each			541.00	0.00%	
Menacing Dog Annual Registration	Annual			446.00	0.00%	
Menacing Dog Annual Reduced Registration (For Approved Applicants only)	Annual			349.00	0.00%	
Dog Registration Full Fee (Entire Dog) - Including Restricted Dogs which also have an Annual Approval Fee listed separately	Annual			152.00	0.00%	
Dog Registration Full Fee (Entire Dog) - Pensioners	Annual			97.00	0.00%	
Dog Registration Full Fee (Desexed Dog)	Annual			70.00	0.00%	
Dog Registration Full Fee (Desexed Dog) - Pensioners	Annual			42.00	0.00%	
Dog Registration Senior Dog for Senior Person and Guide Dogs	No Charge			No Charge	0.00%	
Dog Registration Replacement Tags	No Charge			No Charge	0.00%	
Dog Registration Discount Fee (Entire Dog) - if paid by 30th June	Annual			110.00	0.00%	
Dog Registration Discount Fee (Entire Dog) - Pensioners if paid by 30th June	Annual			56.00	0.00%	
Dog Registration Discount Fee (Desexed Dog) - if paid by 30th June	Annual			49.00	0.00%	
Dog Registration Discount Fee (Desexed Dog) - Pensioners if paid by 30th June	Annual			25.00	0.00%	
Cat Registration Full Fee (Entire Cat)	Annual			60.00	0.00%	
Cat Registration Full Fee (Desexed Cat)	Annual			25.00	0.00%	
Cat Registration Senior Cat for Senior Person	No Charge			No Charge	0.00%	

Animal Release

Standard animal release	Each			63.00	0.00%	
Unregistered animal release (plus standard release fee)	Each			63.00	0.00%	
Second impoundment in 12 months release fee (plus other applicable release fees)	Each			63.00	0.00%	
Dog Release Pound Fee (Per Dog) Per Day in Excess of 48 hours in Pound	Each			25.00	0.00%	
Senior person animal rehoming	No Charge			No Charge	0.00%	
Dog Rehoming - Male (Entire Dog) to new owner (Plus Registration paid to Council and Microchip paid to Contract Vet)	Each			179.00	0.00%	
Dog Rehoming - Female (Entire Dog) to new owner (Plus Registration paid to Council and Microchip paid to Contract Vet)	Each			247.00	0.00%	

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<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Dog Rehoming - Desexed Dog to new owner (Plus Registration paid to Council and Microchip paid to Contract Vet)	Each			74.00	0.00%	
Dog Rehoming - Dog Release to owner outside Council Area (Plus Microchip paid to Contract Vet)	Each			74.00	0.00%	
Cat Rehoming - Male (Entire Cat) to new owner (Plus Registration paid to Council and Microchip paid to Contract Vet)	Each			74.00	0.00%	
Cat Rehoming - Female (Entire Cat) to new owner (Plus Registration paid to Council and Microchip paid to Contract Vet)	Each			138.00	0.00%	
Cat Rehoming- Desexed Cat to new owner (Plus Registration paid to Council and Microchip paid to Contract Vet)	Each			33.00	0.00%	
Cat Rehoming - Cat release to new owner outside Council Area (Plus Microchip paid to Contract Vet)	Each			33.00	0.00%	

Pound Fees for each head of livestock

Rates of Collection - Impounded by private person or by Local Government	Each			354.00	0.00%	
Poundage - for each day or part thereof during which such animal is impounded	Day			39.00	0.00%	

Health and Health Licencing**Accommodation - Annual Registration**

New Application for Registration as Rental Accommodation - One-off Fee (non-refundable if application is cancelled, withdrawn or refused) Includes assessment of plans and final inspection plus prescribed Annual Fee	Each	LGA 2009 s97(2)(c)	PR 2017 s22	803.00	0.00%	
Replacement of Registration - in the event of loss/damage etcetera to Original	Each	LGA 2009 s97(2)(a)	RS(A)A 2002 s29(2)	35.00	0.00%	
Backpackers Hostel - Including Hotels offering Backpackers Accommodation (Plus \$3 p/bed in excess of 25 beds)	Annual	LGA 2009 s97(2)(a)	PR 2017 s9	331.00	0.00%	
Holiday Flats and Units (Per Unit)	Annual	LGA 2009 s97(2)(a)	PR 2017 s9	110.00	0.00%	
Resorts / Motels / Hotels / Lodge (Per Unit) Excluding Backpacking Style	Annual	LGA 2009 s97(2)(a)	PR 2017 s9	51.00	0.00%	
Bed and Breakfast	Annual	LGA 2009 s97(2)(a)	PR 2017 s9	292.00	0.00%	
Transfer of Registration Fee	Each	LGA 2009 s97(2)(a)	PR 2017 s9	184.00	0.00%	
Late Fee for when Annual Reminder Notice is Issued	Each	LGA 2009 s97(2)(a)	EPR 2008 s117	103.00	0.00%	
New Application for Registration as Bed and Breakfast Rental Accommodation - One-off Fee (non-refundable if application is cancelled, withdrawn or refused) Includes assessment of plans and final inspection plus prescribed Annual Fee	Each	LGA 2009 s97(2)(a)	EPR 2008 s117	510.00	0.00%	
Application to Increase/Amend (where approval is required) Rooms/Units of Rental Accommodation Registration - One-off Fee (non-refundable if application is cancelled, withdrawn or refused) Includes assessment of plans and final inspection	Each	LGA 2009 s97(2)(a)	EPR 2008 s117	626.00	0.00%	

Caravan Parks - Annual Registration

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<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
New Application for Registration as a Caravan Park - One-off Fee (non-refundable if application is withdrawn, cancelled or refused) Includes assessment of plans and final inspection plus prescribed Annual Fee	Each	LGA 2009 s97(2)(a)	EPR 2008 s117	803.00	0.00%	
Application to Increase/Amend (where approval is required e.g. Introduction of new cabins) the number of sites on Caravan Park Approval - One-off Fee (non-refundable if application is cancelled, withdrawn or refused) Includes assessment of plans and final inspection	Each	LGA 2009 s97(2)(a)	EPR 2008 s117	622.00	0.00%	
Licence (Per Site) - Per Annum	Annual	LGA 2009 s97(2)(a)	EPR 2008 s117	18.00	0.00%	
Transfer of Registration Fee	Each	LGA 2009 s97(2)(a)	EPR 2008 s117	184.00	0.00%	
Late Fee for when Annual Reminder Notice is Issued	Each	LGA 2009 s97(2)(a)	EPR 2008 s117	103.00	0.00%	
New Application for RV Friendly Caravan Park (10 sites or less)	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	124.00	0.00%	
New Application for RV Friendly Caravan Park (more than 10 sites)	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	308.00	0.00%	

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<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Food Destruction and Safety						
Unsound Food Destruction Service Fee (Excludes Disposal)	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	151.00	0.00%	

Food Premises - Annual Licence Fees

Late Fee for when Annual Reminder Notice is issued	Each			103.00	0.00%	
Honey Food Business (per annum)	Annual	LGA 2009 s97(2)(d)	LL 2011 No. 2 & SLL 2011 No. 2	191.00	0.00%	
Home Based Food Business (per annum) Grandfathered 50% discount - Type 1 - 5 Star - Non-Potentially Hazardous Foods, Cakes and Snacks, Jams and Chutneys	Annual			142.00	0.00%	
Home Based Food Business (per annum) Grandfathered - Type 2 - 4 Star - Potentially Hazardous Foods	Annual	LGA 2009 s97(2)(d)	LL 2011 No. 2 & SLL 2011 No. 2	333.00	0.00%	
Food Licence 4 Star (per annum) Grandfathered	Annual			460.00	0.00%	
Food Licence 5 Star (per annum) Grandfathered	Annual			394.00	0.00%	
Water Carrier (per annum)	Annual			526.00	0.00%	
Mobile Food Vendor 4 Star (per annum) Grandfathered	Annual			460.00	0.00%	
Mobile Food Vendor 5 Star (per annum) Grandfathered	Annual			394.00	0.00%	
Food Licence (Mobile / Fixed) - Priority 1 high risk	Annual	LGA 2009 s97(2)(c)	BA 1975 s586	526.00	0.00%	
Food Licence (Mobile / Fixed) - Priority 2 medium risk	Annual	LGA 2009 s97(2)(c)	BA 1975 s586	487.00	0.00%	
Food Licence (Mobile / Fixed) - Priority 3 low - med risk	Annual	LGA 2009 s97(2)(c)	BA 1975 s586	448.00	0.00%	
Food Licence (Mobile / Fixed) - Priority 4 low risk	Annual	LGA 2009 s97(2)(c)	BA 1975 s586	370.00	0.00%	
Additional Inspection - Non compliance	Each			151.00	0.00%	
Home Based Food Business - type A	Annual	LGA 2009 s97(2)(d)	LL 2011 No. 2 & SLL 2011 No. 2	191.00	0.00%	
Home Based Food Business - type B	Annual	LGA 2009 s97(2)(d)	LL 2011 No. 2 & SLL 2011 No. 2	381.00	0.00%	
Home Based Food Business - type C	Annual	LGA 2009 s97(2)(d)	LL 2011 No. 2 & SLL 2011 No. 2	526.00	0.00%	
Temporary food business - Priority 3 low-med risk	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	191.00	0.00%	
Temporary food business - Priority 2 medium risk	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	286.00	0.00%	
Temporary food business - Priority 1 high risk	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	381.00	0.00%	

Food Premises - Application Licence Fees

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

Council Product/Service	Unit	LGA Legislative Authority	Relevant Legislation/Policy	Adopted Fee GST Inclusive where applied	GST	Notes
Temporary Food Premises - Commercial (One Day/Event)	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	92.00	0.00%	
New Temporary Food Premises Application Not Applicable to Temporary Food Premises One Day/Event. One-off Fee (non refundable if application is withdrawn, cancelled or refused) - Includes assessment of plans and final inspection - plus prescribed Annual Fee - Type 1 - Low Risk, Taste Testers (breads, oils, chillies etc.) - Single or multiple locations	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	105.00	0.00%	
New Temporary Food Premises Application Not Applicable to Temporary Food Premises One Day/Event. One-off Fee (non refundable if application is withdrawn, cancelled or refused) - Includes assessment of plans and final inspection - plus prescribed Annual Fee - Type 2 - Unpackaged Non-Potentially Hazardous Foods, Cakes - Single or multiple locations	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	105.00	0.00%	
New Temporary Food Premises Application Not Applicable to Temporary Food Premises One Day/Event. One-off Fee (non refundable if application is withdrawn, cancelled or refused) - Includes assessment of plans and final inspection - plus prescribed Annual Fee - Type 3 - Unpackaged Potentially Hazardous Foods - Single or multiple locations	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	393.00	0.00%	
New Home Based Food Business - One-off Fee (non refundable if application is withdrawn, cancelled or refused) - Includes assessment of plans and final inspection plus prescribed Annual Fee - Type 1 - Non-Potentially Hazardous Food, Cakes and Snacks, Jams and Chutneys	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	151.00	0.00%	
New Home Based Food Business - One-off Fee (non refundable if application is withdrawn, cancelled or refused) - Includes assessment of plans and final inspection plus prescribed Annual Fee - Type 2 - Potentially Hazardous Foods	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	393.00	0.00%	
New fixed or mobile food business application - priority 1-3 (mobile / fixed / water carriers) for Food Business Licence Café, Restaurants, Bakery, Childcare, Takeaway, Supermarkets, Food Shops, Convenience Stores, Caters etc. - One-off Fee (non-refundable if application is withdrawn, cancelled or refused) - Includes assessment of plans and final inspection plus prescribed annual fee.	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	803.00	0.00%	
New Honey Food Business - One-off Fee (non refundable if application is withdrawn, cancelled or refused) - Includes assessment of plans and final inspection plus prescribed Annual Fee	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	151.00	0.00%	
Application for Food Business Licence - Already Licenced Premises or Vehicle or Temporary Food Type 3 or Home Based Type 2 or 3, no renovations/ amendments to operation - One-off Fee (non-refundable if application is withdrawn, cancelled or refused) - Includes inspection plus prescribed annual fee	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	236.00	0.00%	
Application for Amendment to Licence (Food Act 2006, S74) - Administrative charge only, no plans required	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	105.00	0.00%	
Application to Amend Licence (Fixed Premises or Mobile Food Vehicle and Water Carrier) - Operational change and/or renovations to food premises - Includes assessment of plans and inspection	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	627.00	0.00%	
New home based food business application	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	151.00	0.00%	
New temporary food business application	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	393.00	0.00%	

Footpath Trading Approvals

Application to Amend Approval - Operational or Location Change - Includes assessment of plans and inspection	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	86.00	0.00%	
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Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Casual Use Fee (Per Day) Requires Footpath Trading Approval	Day	LGA 2009 s97(2)(a)	AM(CD)A 2008	35.00	0.00%	
Footpath trading per m2	Area	LGA 2009 s97(2)(a)	AM(CD)A 2008	21.00	0.00%	
Transfer Fee	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.5	184.00	0.00%	
Late Fee for when Annual Reminder Notice is issued	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.5	103.00	0.00%	
New Application for Footpath Trading Approval (Continuous or Casual) - One-off Fee (Non-refundable if application cancelled, withdrawn or refused) plus prescribed Fee	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.5	247.00	0.00%	
Supply and Installation of Boundary Markers	Marker	LGA 2009 s97(2)(a)	AM(CD)A 2008	86.00	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Health, Environment, Inspection and General Fees						
Health Search - Inspection (Fast track, 5 business days) - Single Licence Activity on Premises (Refund 25% if application withdrawn and/or no licensed activity on the premises)	Visit	LGA 2009 s97(2)(c)	BA 1975 s54	459.00	0.00%	
Health Search - Inspection (10 business days) - Multiple Licence Activity on Premises (e.g. accommodation, food, pool) (Refund 50% if application withdrawn and/or no licensed activity at the premises)	Visit	LGA 2009 s97(2)(c)	BA 1975 s54	459.00	0.00%	
Health Search - Inspection (Fast track - 5 business days) - Multiple Licence Activity on Premises (e.g. accommodation, food, pool) (Refund 25% if application withdrawn and/or no licensed activity at the premises)	Visit	LGA 2009 s97(2)(c)	BA 1975 s54	617.00	0.00%	
Environmental Health Property Search - Physical Inspection in relation to Health Matters only for Class 2 to 9 Buildings (Per registered/licensed premises)	Visit	LGA 2009 s97(2)(c)	BA 1975 s54	382.00	0.00%	
Health Requisition Enquiry (5 business days) (Refund 25% if application withdrawn)	Each	LGA 2009 s97(2)(c)	BA 1975 s54	72.00	0.00%	
Pest Management Property Search - Declared Plants (Land Protection - Pest & Stock Route Management - Act 2002)	Visit	LGA 2009 s97(2)(c)		313.00	0.00%	
Environmental Search - Inspection (10 business days) - Single Licence Activity on Premises (Refund 50% if application withdrawn and/or no licensed activity on the premises)	Visit	LGA 2009 s97(2)(c)	BA 1975 s586	302.00	0.00%	
Reinspection of Premises - for all Environmental Health Licences where ongoing non-compliance is evident OR consultation/advice when inspection and report requested (Not relevant for Health Searches)	Visit	LGA 2009 s97(2)(a)	EPR 2008 s117	151.00	0.00%	
Inspection of Development / Site / Building - for all Development Compliance matters where ongoing non-compliance is evident	Visit	LGA 2009 s97(2)(a)	EPR 2008 s117	151.00	0.00%	
Inspection of Development / Site / Premises - for all Environmental Protection matters where ongoing non-compliance is evident	Visit	LGA 2009 s97(2)(a)	EPR 2008 s117	151.00	0.00%	
Health Search - Inspection (10 business days) - Single Licence Activity on Premises (Refund 50% if application withdrawn and/or no licensed activity on the premises)	Visit	LGA 2009 s97(2)(a)	EPR 2008 s117	302.00	0.00%	
Environmental Search - Inspection (Fast track, 5 business days) - Single License Activity on Premises (Refund 25% if application withdrawn and/or no licensed activity on the premises)	Visit	LGA 2009 s97(2)(a)	EPR 2008 s117	459.00	0.00%	
Environmental Requisition Enquiry (5 business days) (Refund 25% if application withdrawn)	Each	LGA 2009 s97(2)(a)	EPR 2008 s117	71.00	0.00%	
Late Fee for when Annual Reminder Notice is issued	Each	LGA 2009 s97(2)(a)	EPR 2008 s117	103.00	0.00%	
Accreditation of Food Safety Program	Each	LGA 2009 s97(2)(a)	EPR 2008 s117	617.00	0.00%	
Assessment of Amendment to Food Safety Program (changes that involve process change or new process/procedures)	Each	LGA 2009 s97(2)(a)	EPR 2008 s117	297.00	0.00%	
Late application fee	Each			157.00	0.00%	
Itinerant and Static Vendors						
Late Fee for when Annual Reminder Notice is issued	Each	LGA 2009 s97(2)(c)	BA 1975 s586	103.00	0.00%	
Container Deposit Locations on Council Land. New Application Fee for Container Deposit Location (bottles & cans) (one location only) - One-off Fee (non refundable if application cancelled, withdrawn or refused) plus prescribed Annual Fee	Each	LGA 2009 s97(2)(a)	RS(A)A 2002 s29(2)	243.00	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Container Deposit Locations on Council Land. Annual Approval Fee for Container Deposit Location (bottles & cans) (one location only)	Annual	LGA 2009 s97(2)(c)		1,091.00	0.00%	
New Application for Static and/or Itinerant Vendor Approval - One-off Fee (non-refundable if application cancelled, withdrawn or refused) plus prescribed Annual Fee	Each	LGA 2009 s97(2)(a)	EPR 2008 s117	442.00	0.00%	
Application to Amend Approval - Operational or Location change - Includes assessment of plans and inspection (per amendment)	Each	LGA 2009 s97(2)(a)	EPR 2008 s117	86.00	0.00%	
Itinerant Vendors Approval (per annum)	Annual	LGA 2009 s97(2)(a)	EPR 2008 s117	1,171.00	0.00%	
Casual Itinerant Vendors (per day)	Day	LGA 2009 s97(2)(a)	EPR 2008 s117	186.00	0.00%	
Single Location Static Vendors Approval (per annum) plus relevant Regulated Parking Fees	Annual	LGA 2009 s97(2)(a)	EPR 2008 s117	1,113.00	0.00%	
Multiple Location Static Vendors Approval (per annum) plus relevant Regulated Parking Fees (maximum three (3) locations)	Annual	LGA 2009 s97(2)(a)	EPR 2008 s117	2,567.00	0.00%	
Transfer Fee	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.5	184.00	0.00%	

Licence Applications Outside Standard Annual Renewal Period

New Licence between 1 July and 30 September Percentage of prescribed Fee	Percentage	LGA 2009 s97(2)(c)		100.00%	0.00%	
New Licence between 1 October and 31 December Percentage of prescribed Fee	Percentage	LGA 2009 s97(2)(c)	BA 1975 s240	75.00%	0.00%	
New Licence between 1 January and 31 March Percentage of prescribed Fee	Percentage	LGA 2009 s97(2)(c)	BA 1975 s240	50.00%	0.00%	
New Licence between 1 April and 30 June Percentage of prescribed Fee	Percentage	LGA 2009 s97(2)(c)	BA 1975 s244	25.00%	0.00%	

Overgrown Allotments and Untidy Properties

Overgrown Allotments and Untidy Properties admin fee - (plus Actual Cost + legal fees (if applicable))	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.5	647.00	0.00%	
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Public Use Swimming Pools

New Application for Approval One-off Fee (non-refundable if application is cancelled, withdrawn or refused) plus prescribed Annual Fee - Includes assessment of plans and inspection	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	639.00	0.00%	
Application to Amend Approval Operational Change and/or Renovations to Pool - Includes assessment of plans and inspection	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	157.00	0.00%	
Licence Fee (per annum) Motels, Caravan Parks, Resorts, Lodge etcetera	Annual	LGA 2009 s97(2)(a)	AM(CD)A 2008	275.00	0.00%	
Transfer Fee	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	184.00	0.00%	
Late Fee for when Annual Reminder Notice is issued	Each	LGA 2009 s97(2)(a)	AM(CD)A 2008	103.00	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

Council Product/Service	Unit	LGA Legislative Authority	Relevant Legislation/Policy	Adopted Fee GST Inclusive where applied	GST	Notes
Skin Penetration Annual Licence						
New Application for Licence One-off Fee (non-refundable if application is withdrawn, cancelled or refused) plus prescribed Annual Fee - Includes assessment of plans and final inspection	Each	LGA 2009 s97(2)(d)	LL 2011 No. 2 & SLL 2011 No. 2	803.00	0.00%	
Application to Amend Licence Operational Change and/or Renovations to Premises - Includes assessment of plans and inspection	Each	LGA 2009 s97(2)(d)	LL 2011 No. 2 & SLL 2011 No. 2	622.00	0.00%	
Licence Fee (per annum)	Annual	LGA 2009 s97(2)(d)	LL 2011 No. 2 & SLL 2011 No. 2	566.00	0.00%	
Transfer Fee	Each			184.00	0.00%	
Late Fee for when Annual Reminder Notice is issued	Each			103.00	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Stables - Annual Licence Fee						
Annual Licence Fees - Less than 6 stalls - Initial Application Fee	Annual			231.00	0.00%	
Annual Licence Fees - Between 6 stalls and 12 stalls - Initial Application Fee	Annual			346.00	0.00%	
Annual Licence Fees - More than 12 stalls - Initial Application Fee	Annual			456.00	0.00%	
Annual Licence Fees - Less than 6 stalls - Renewal Fee- Annual	Annual	LGA 2009 s97(2)(a)	LL No. 2 2011	179.00	0.00%	
Annual Licence Fees - Between 6 stalls and 12 stalls - Renewal Fee - Annual	Annual	LGA 2009 s97(2)(a)	LL No. 2 2011	276.00	0.00%	
Annual Licence Fees - More than 12 stalls - Renewal Fee - Annual	Annual	LGA 2009 s97(2)(a)	LL No. 2 2011	365.00	0.00%	
Temporary Event Approval						
Amendment Fee	Each	LGA 2009 s97(2)(c)	BA 1975 s244	176.00	0.00%	
Temporary Entertainment Event - Non-Profit Organisation & Community Group Temporary Entertainment Event Application	No Charge			No Charge	0.00%	
Temporary Entertainment Event (non-refundable if application is withdrawn, cancelled or refused)	Each			604.00	0.00%	
Temporary Homes Approval						
New application for Approval One-off fee (Non-refundable if application cancelled, withdrawn or refused) - Includes assessment of plans and inspection	Each	LGA 2009 s97(2)(a)	EPR 2008 s117	427.00	0.00%	
Infrastructure Services						
Water and Sewerage Location Plans						
Water/Sewer/Drainage Depth/Location Plan for individual allotment where information available	Each	LGA 2009 s97(2)(a)		127.00	0.00%	
Water/Sewer/Drainage Depth/Location Plan for individual allotment where field location required - At cost as a recoverable works based on actual cost	Actual Cost	LGA 2009 s97(2)(a)		Actual Cost	0.00%	
Water/Sewer/Drainage Depth/Location plan for more than one allotment - At cost as a recoverable works (\$ Per Hour)	Hour	LGA 2009 s97(2)(a)		167.00	0.00%	
Road Geometry/Payment Plan for individual allotment where information available	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.12	127.00	0.00%	
Road Geometry/Payment Plan for individual allotment where field location required - At cost as a recoverable works based on actual cost	Actual Cost	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.3	Actual Cost	0.00%	
Road Geometry/Payment Plan for more than one individual allotment - At cost as a recoverable works (\$ per hour)	Hour	LGA 2009 s97(2)(a)	LL 2011 No. 1, 7 & SLL 2011 No. 1.11, 1.17, 7	167.00	0.00%	

Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Works in Road Reserve						
Tracked Cane Harvester Crossing - New Crossing Details	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1,7 & SLL 2011 No. 1.17,7	320.00	0.00%	
Use of Roads for Regulated Purposes (Storage of Materials on Roads)	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.11	410.00	0.00%	
Building Over Stormwater Application Assessment Fee	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1,7 & SLL 2011 No. 1.11,1.17,7	420.00	0.00%	
Temporary Road Closure - Short Term (Less than 24 hours)	Each			296.00	0.00%	
Temporary Road Closure - Long Term (More than 24 hours)	Each			296.00	0.00%	
Temporary Road Closure - Extension of either Short Term or Long Term Application	Each			97.00	0.00%	
Application Fee under Local Law 3 - Gates and Grids on Roads	Each			644.00	0.00%	
Permit for Alteration/Improvements to Roads - Shipping Containers, Rubbish Skips, Etcetera	Each			386.00	0.00%	
Tracked Cane Harvester Crossing - Change of Permit Details	No Charge			No Charge	0.00%	
Permit for Alteration/Improvements to Roads - Structure Encroachments	Each			386.00	0.00%	
Permit for Alteration/Improvements to Roads - Structure Policy Approval (Including Deed of Agreement)	Each			1,010.00	0.00%	
Irrigation Pipes	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.2	445.00	0.00%	
Underground Utility Service Crossing	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.2	445.00	0.00%	
Boat Mooring	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.2	127.00	0.00%	
Priority Processing Temporary Road Closure - Short Term (Less than 24 hours) - Application received less than 14 days prior to closure	Each	LGA 2009 s97(2)(a)	LL 2011 No. 1 & SLL 2011 No. 1.2	516.00	0.00%	
Priority Processing Temporary Road Closure - Long Term (More than 24 hours) - Application received less than 14 days prior to closure	Each	LGA 2009 s97(2)(a)		516.00	0.00%	

Parking Approvals and Permits**Abandoned Vehicles and Other Impounded Goods**

Release Fee for Seized and Impounded Goods (including Signs)	Each	LGA 2009 s97(2)(a)	FA 2006 s52	62.00	0.00%	
Release and Towing Fee	Each	LGA 2009 s97(2)(a)	FA 2006 s52	383.00	0.00%	
Administration Fee	Each	LGA 2009 s97(2)(a)	FA 2006 s52	324.00	0.00%	

Permits and Approvals

Off-street Parking Meters (Per hour - To a maximum of \$7.00 per day - Where signed)	Hour	LGA 2009 s97(2)(a)	FA 2006 s52	1.00	0.00%	
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Mackay Regional Council | Schedule of Fees and Charges 2026-2027

<i>Council Product/Service</i>	<i>Unit</i>	<i>LGA Legislative Authority</i>	<i>Relevant Legislation/Policy</i>	<i>Adopted Fee GST Inclusive where applied</i>	<i>GST</i>	<i>Notes</i>
Pre-Paid Parking Permit (Metered Parking Areas Only) - 1 month	Month	LGA 2009 s97(2)(a)	FA 2006 s52	78.00	0.00%	
Resident Parking Approval/Permit (Annual Permit)	Annual	LGA 2009 s97(2)(a)	FA 2006 s52	78.00	0.00%	
Temporary Parking Approval/Permit (Per Day, Per Space)	Day	LGA 2009 s97(2)(a)	FA 2006 s49	25.00	0.00%	
Work Zone Parking Approval/Permit (Per Space, Per Day)	Day	LGA 2009 s97(2)(a)	FA 2006 s49	25.00	0.00%	
Commercial Parking Approval/Permit (Annual Permit)	Annual	LGA 2009 s97(2)(a)	FA 2006 s49	91.00	0.00%	
Motor Vehicle Ownership Search Fee for Overdue Infringement - eg. CITEC Search	Each	LGA 2009 s97(2)(a)	FA 2006 s49	23.00	0.00%	

Appendix A - Legislation

Building Act (BA) 1975
 Economic Development Regulation (EDR) 2013
 Environmental Protection Act (EPA) 1994
 Environmental Protection Regulation (EPR) 2008
 Food Act (FA) 2006
 Local Government Act (LGA) 2009
 Planning Act (PA) 2016
 Planning Regulation (PR) 2017
 Plumbing and Drainage Act (PDA) 2018
 Plumbing and Drainage Regulation (PDR) 2019
 Public Health (Infection Control for Personal Appearance Services) Act (PH(ICFPAS)A) 2003
 Queensland Heritage Act (QHA) 1992
 Residential Services (Accreditation) Act (RS(A)A) 2002
 Standard Plumbing and Drainage Regulation (SPDR) 2003
 Transport Operations (Road Use Management) Act (TORUM) 1995
 Waste Reduction and Recycling Act (WRRRA) 2011
 Waste Reduction and Recycling Regulation (WRRR) 2011
 Water Act (WA) 2000
 Water Supply (Safety and Reliability) Act (WS(SR)A) 2008

Local Laws (LL) 2011

- No. 1 Administration
- No. 2 Animal Management
- No. 3 Community and Environmental Management
- No. 4 Local Government Controlled Areas, Facilities and Roads
- No. 5 Parking
- No. 6 Bathing Reserves
- No. 7 Rental Accommodation Other than Shared Facility Accommodation

Subordinate Local Laws (SLL) 2011

- No. 1.1 Alteration or Improvement to Local Government Controlled Areas and Roads
- No. 1.2 Commercial Use of Local Government Controlled Areas and Road
- No. 1.3 Establishment or Occupation of a Temporary Home
- No. 1.4 Installation of Advertising Devices
- No. 1.5 Keeping of Animals
- No. 1.6 Operation of Camping Grounds
- No. 1.7 Operation of Cane Railways
- No. 1.8 Operation of Caravan Parks
- No. 1.9 Operation of Cemeteries
- No. 1.10 Operation of Public Swimming Pools
- No. 1.11 Operation of Shared Facility Accommodation
- No. 1.12 Operation of Temporary Entertainment Events
- No. 1.13 Undertaking Regulated Activities Regarding Human Remains
- No. 1.14 Undertaking Regulated Activities on Local Government Controlled Areas and Roads
- No. 1.16 Carrying out Works on Roads or Interfering with a Road or its Operation
- No. 1.17 Rental Accommodation Other than Excluded Accommodation
- No. 1.18 Loading Zone and Other Parking Permits

Appendix B - Notes

Note	
1	Electronic Lodgement All application fees based on electronic lodgement where permitted under Council business rules. An additional 5% for applications lodged manually will apply.
2	Policy - Supply of Bulk Water by Standpipe Bulk water for construction purposes may be supplied via a metered standpipe installed by Mackay Water personnel or by persons approved by Mackay Water staff. A deduction for any outstanding charges or costs associated with damaged equipment will be charged to the customer. Water Consumption Log Books issued by Mackay Water with standpipes as a condition for use must be returned by the due date. Issue of Standpipes is subject to availability. Accurate daily meter readings shall be kept and supplied to Mackay Water monthly. Bonds will be released upon return of metered standpipe in good condition and upon full settlement of rental fees and consumption charges. Bulk water for filling swimming pools may be supplied via a metered standpipe installed by Mackay Water personnel or by persons approved by Mackay Water staff. A deduction for any outstanding charges or costs associated with damaged equipment will be charged to the customer.
3	Artspace Concessions Concession is available to students, seniors and health care card holders; Volunteer Friends of Artspace Mackay; Friends of the Mackay Entertainment Centre; Friends of Mackay City Library; Friends of Greenmount; Members of Flying Arts Inc; Museums Australia Inc; Regional Galleries Association of Queensland. Other concessions may be made available at discretion of Director Artspace Mackay. Course fees may exceed those above at the discretion of the Director Artspace Mackay, where the cost of running the course or use of specialist expertise justifies a higher charge.
4	Meadowlands Amphitheatre Event Guide Please refer to the Meadowlands Amphitheatre Events Guide document for further information.
6	Waste Outside the Region Waste generated from outside the region must have written approval from Council before acceptance. Approval is given on a case by case basis and is dependent on Council's own operational and asset maintenance requirements.

Note

7 Plumbing Application Fees:

The fee structure includes one inspection of all mandatory inspection stages as noted in the development permit. In the event, additional inspections become necessary, the relevant additional/re-inspection fee will apply and must be paid prior to the service.

Where the fee is shown as Price on Application (POA) quotations can be provided on request. A 100% surcharge applies to all retrospective development applications, that is plumbing works already commenced and/or completed. The installation of 'required' water meters in class 2 to 9 buildings are considered as fixtures and will be charged at fixture rates. The installation of tundishes connected direct to drain, or floor waste gullies (FWG) receiving waste from tundish/s only are considered as fixtures and will be charged at fixtures rates.

Note: All Plumbing Applications require professional quality plans detailing compliance with all the relevant aspects of Queensland Government Plumbing Legislation at time of lodgement.

8 Development Planning and Engineering General Terms and Conditions

Fees for Development approvals are applicable for applications lodged under the Mackay Region Planning Scheme and the Mackay Waterfront Priority Development Area.

Price on Application quotations will be provided on written request with one copy of forms and building / proposal plans attached.

For combined or multiple-use applications, the charge for the application is based on the charge for each use (unless the secondary or other use is ancillary, which is necessarily associated and incidental or subordinate to the main use) or otherwise as determined by Council.

Offshore islands inspection costs are additional to the standard fees and charges as detailed in this schedule. The required additional fee is to be negotiated with the relevant manager at the time of lodgement of an application or request that requires one or more site visits. The additional charge will incorporate costs associated with travel and additional staff time.

Where a use is not defined in the relevant planning scheme, the fee will be set as the use deemed most similar.

The value of a project is the value of works covered by the application. Where any uncertainty occurs in the calculation of the value of a project, the applicant is advised to contact the relevant manager prior to lodgement of the application.

9 Reconfiguring a lot:

Fees are calculated based on each lot as shown on a proposal plan, including community title lots (e.g. 5 lots into 4 lots = 4 lots or 1 lot into 5 lots = 5 lots). Excludes lot/s to be transferred to Council.

Note	
10	Material Change of use:
10A	Mini Including uses defined in the MACKAY REGION PLANNING SCHEME - Dwelling House (including Out-buildings and Secondary Dwellings), Home Based Business and Nature Based Tourism (where a maximum of 10 self-contained RV sites only).
10B	Minor Including uses defined in the MACKAY REGION PLANNING SCHEME as Animal Husbandry, Animal Keeping (excluding catteries and kennels), Caretaker's Accommodation, Cropping, Dual Occupancy, Dwelling Unit, Environment Facility, Landing, Outstation, Park, Roadside Stall, Rural Workers Accommodation, Sales Office, Short-term Accommodation (where within an existing residential building), Wholesale Nursery.
10C	Small Including uses defined in the MACKAY REGION PLANNING SCHEME as Adult Store, Agricultural Supplies Store, Animal Keeping (catteries and kennels), Bar, Bulk Landscape Supplies, Brothel, Club, Community Care Centre, Community Residence, Community Use, Emergency Services, Funeral Parlour, Garden Centre, Intensive Horticulture, Market, Multiple Dwelling, Nature-based Tourism, Outdoor Sales, Parking Station, Permanent Plantation, Place of Worship, Residential Care Facility, Retirement Facility, Rooming Accommodation, Rural Industry, Short-term Accommodation, and Tourist Attraction (where farm based tourism including food tourism).
10D	Medium Including uses defined in the MACKAY REGION PLANNING SCHEME as Aquaculture, Car Wash, Cemetery, Child Care Centre, Crematorium, Educational Establishment, Extractive Industry, Food and Drink Outlet, Function Facility, Hardware and Trade Supplies, Health Care Services, High Impact Industry, Hospital, Hotel, Indoor Sport and Recreation, Intensive Animal Industry, Low Impact Industry, Marine Industry, Medium Impact Industry, Nightclub Entertainment Facility, Office, Research and Technology Industry, Relocatable Home Park, Service Industry, Service Station, Shop, Shopping Centre, Showroom, Special Industry, Transport Depot, Telecommunications Facility, Theatre, Tourist Park, Veterinary Services, Warehouse and Winery.
10E	Large Including uses defined in the MACKAY REGION PLANNING SCHEME as Air Services, Detention Facility, Major Electricity Infrastructure, Major Sport, Recreation and Entertainment Facility, Motor Sport Facility, Non-resident Workforce Accommodation, Outdoor Sport and Recreation, Port Services, Renewable Energy Facility, Resort Complex, Substation, Tourist Attraction and Utility Installation.

Note	
11	Planning Scheme Policies Indexed planning scheme contribution policies applies to applications approved under the applicable planning scheme prior to July 2011. The Adopted Infrastructure Charges Regime applies to new applications. Prices indexed according to the applicable policy. <i>Mackay Region Planning Scheme</i> Refer to the Adopted Charges Resolution <i>Mackay City Planning Scheme</i> 16.01 – Transport network Contributions Policy** 16.02 - Parks Contributions Policy - Public Parks and Community Land (PPCL) - Developer Contributions** 16.03 - Water and Sewerage Infrastructure Contributions Policy** 16.04 - Stormwater Trunk Infrastructure Contributions Policy** <i>Mirani Shire Planning Scheme</i> 1 - Developer Contributions for Water Supply and Sewerage Headworks** 2 - Developer Contributions for External Roadworks 3 - Developer Contributions for Parkland <i>Sarina Shire Planning Scheme</i> 10 - Water Supply & Sewerage Headworks - Works External & Works Internal 12 - External Roadworks Contributions ** Refer to relevant Planning Scheme policy
12	User Categories Not for Profit – Any Incorporated Association, that does not generate a profit from the intended hire and provides a community benefit from the activity. Discounts may apply Community - Unincorporated community interest, support group or social gathering. Groups that do not generate a profit from the intended hire and provide a social or community benefit from the activity. Discounts may apply. Commercial – Any organisation or Business where an admission fee is being charged to the public. Any hirer that is intending to solely generate a commercial profit from the activity regardless of the benefit for community. Government – Any government entity where there is a benefit to the community from the intended hire. Standard Hire – This category applies to all casual hirers who do not qualify for Not for Profit, Community, Commercial, or Government rates. It includes private individuals or groups hiring for personal events or activities that do not fit into the specified categories.

Note	
13	Operational Works Operational Works fees are to be based on the value of the work using commercially appropriate rates. Future Public Infrastructure with Minor Private Infrastructure - For works including roads, drainage, earthworks, sewerage and water reticulation, and landscaping where estimated cost of works (in whole dollars and including GST) Future Private Infrastructure with Minor Public Infrastructure - For works including car parks, drainage, earthworks, sewerage & water connections, and landscaping where estimated cost of works (in whole dollars and including GST)
14	Subdivision Plans The Prescribed Format is described within the Subdivision Plan Application Guides on Council's website. All subdivision plans include the DR valuation management charge and will have an additional charge for a legal document requiring Council signature and postage if applicable. Issue of Survey Plan prior to on-maintenance and partial release of subdivision plans is at the sole discretion of Council and requires written approval prior to lodgement. Refer to Council's website for Lodgement Guides.
15	Dog and Cat Registrations and Animal Approvals Pro rata fees apply to all new animal registrations and approvals
16	Health, Environment, Inspection and General Fees Legislation Relevant Legislation / Policy fee Reinspection of Premises is as follows: • FA 2006 s31 • PH(ICFPAS)A s9 • LL1 & 7 • SLL 1.2, 1.8, 1.10, 1.11, 1.17, 7
17	Trade Waste All Trade Waste Annual Fees are subject to pro rata apportionment depending on when the Trade Waste Generator commences and ceases operations.
18	Natural Environment Centre A non-refundable deposit is required for all orders equal to or over \$10,000 in the amount of 30% of the total order. Deposit is payable at the time of order confirmation.

Note

19 Mackay Aquatic and Recreational Complex

This facility is contractor operated. Fees are established as a maximum to be charged by the operator. Lower fees may be negotiated by agreement between the operator and Council.

Concession

Concession is available for Seniors, University Students and University Staff.

Parking

Use of the overflow car park must have Traffic Management Plan

20 Mackay Aquatic and Recreational Complex - Athletics Complex

This facility is contractor operated. Fees are established as a maximum to be charged by the operator. Lower fees may be negotiated by agreement between the operator and Council.

The use of the Athletics complex may incur additional charges for implement hire

Concession

Concession is available for Seniors, University Students and University Staff.

Groups

For non-exclusive bookings i.e. .PE Class, or Group Training/Squad Training if coach has booked Portion etc.

Event Set-up

Venue Hire to include basic event venue preparation and event set up i.e. implements to event sites, High Jump, Pole Vault, Long/Triple Jump uncovered, and pits prepared and grounds keeping. Additional charges to be negotiated on a case by case bases for portable grandstand setup, both installation and removal and any additional set up requirements out of the daily scope of Belgravia Leisure Athletics Duty Managers

Cleaning

If post event cleaning is required by the operator, a cleaning fee will be charged for cleaning outside the scope of the normal day to day maintenance and cleaning.

Facility Hire Track Only

Access to whole athletic facilities - including toilets, meeting room, office. Includes control room access and multi-purpose room, excludes Kiosk and over flow carpark.

Portion Hire

Portion Hire includes, long jump pit, triple jump pit, shot put circle, javelin runway, hammer circle, discus circle, pole vault pit, high jump area. This option will allow coaches who are charging athletes to train as a part of their 'squad' or Mackay Athletics Club who have financial members, to book out event sites or lanes for private group coaching sessions and club training sessions.

Full Facility Hire

Includes all rooms, kiosk, overflow carpark, track, infield etc.

Lighting

When training level lights, lower price. When lux increased, higher price.

Kiosk

Temporary, Not-For-Profit or Full Food Licence is required by clubs/schools for Kiosk use if food is being prepared on site, it is not required for pre-packaged food and beverage.

Note	
21	Mackay Aquatic and Recreational Complex - Aquatic Complex
	This facility is contractor operated. Fees are established as a maximum to be charged by the operator. Lower fees may be negotiated by agreement between the operator and Council.
	<u>Concession</u>
	Concession is available for Seniors, University Students and University Staff.
	<u>Exclusive Facility Hire</u>
	Additional charges will apply for bookings outside of hours. Excludes multi-purpose room, control room, café and overflow carpark
	<u>Full Facility Hire</u>
	Includes all pools, multi-purpose room & control room. Excludes café and Belgravia staff areas.
	<u>Venue Set-up</u>
	Venue Hire to include basic event venue preparation and event set up i.e. pool preparation including lane ropes. Additional charges to be negotiated on a case by case bases for portable grandstand setup, both installation and removal and any additional set up requirements out of the daily scope of Belgravia Leisure Aquatics Duty Managers E.g. Water Polo set up.
	<u>Cleaning</u>
	If post event cleaning is required by the operator, a cleaning fee will be charged for cleaning outside the scope of the normal day to day maintenance and cleaning.
23	Other Aquatic Complex's
	These facilities are contractor operated. Fees are established as a maximum to be charged by the operator. Lower fees may be negotiated by agreement between the operator and Council.
24	Waste Services Administration charge (Promise to Pay or Non-Payment)
	If payment cannot be made on the day of the transaction, customers will be provided with a 48-hour grace period to return to the site and settle the outstanding balance. If the balance remains unpaid after this period, the applicable administration charge will be added to the ticket.
25	Waste Services Emergency After-Hours Disposal Opening Fee
	Requests for after-hours opening will incur an additional fee, calculated upon application (POA). The fee will vary depending on the time and day the service is required, and a quotation will be provided prior to confirming the booking. This fee is in addition to the disposal fee.

Note

26 Tyres

Standard Tyre Category includes small tyres such as mower or motorbike tyres, passenger tyres, SUV, 4WD, and Light Truck tyres.

Truck Tyre Category includes those larger than a standard tyre, and are usually clearly marked as truck tyres.

Large Tyre Category includes tyres larger than a Truck Tyre and up to a rim (inside part of the tyre) size 1m diameter.

Extra Large Tyre Category includes tyres with a rim (inside part of the tyre) size larger than 1m diameter.

27 Domestic Waste

Household/Domestic disposal are a cumulative combination of fees. For instance, a Utility containing waste for disposal which is towing a trailer containing waste for disposal would incur both the utility AND trailer fees combined.

12. RECEIPT OF PETITIONS

13. TENDERS

14. CONSIDERATION OF NOTIFIED MOTIONS

14.1. NOTICE OF MOTION — DEPUTY MAYOR APPOINTMENT REVIEW

Author	Acting Executive Officer (Chris Molyneaux)
Responsible Officer	Chief Executive Officer (Gerard Carlyon)
File Reference	Councillors General

Attachments

1. PES DeputyMayorFeb26 [14.1.1 - 1 page]

Purpose

To present a Notified Motion requested by Cr Peter Sheedy that proposes that in relation to the role of Deputy Mayor, Council declares the office of Deputy Mayor vacant, appoints a new Deputy Mayor from among the councillors at the same meeting, and commits to an annual review of the Deputy Mayor's appointment each March/April.

Related Parties

MRC Councillors

Corporate Plan Linkage

Our People and Culture

Our People and Culture - We have an engaged workforce who work together to ensure the delivery of strategic outcomes. We support our employees by providing a safe and healthy workplace, where self-improvement and innovation are fostered and rewarded. Council also involves a team of community volunteers to assist with its operation.

Background/Discussion

Under clause 1.6.3 of Council's Standing Orders, any Councillor can request that a matter be included on a Council Ordinary Meeting Agenda.

Cr Sheedy has requested that a Notified Motion as below be presented to Council:

1. **That Council declares the office of Deputy Mayor to be vacant, in line with section 165 of the *Local Government Act 2009*;**
2. **That Council appoints a new Deputy Mayor from among the councillors at that meeting, as required by section 165(5) of the Act; and**
3. **That Council commits to conducting an annual review of the Deputy Mayor's appointment, to be considered in March/April each year, with any proposed changes to the office subject to the required 14-day notice under section 165(4) of the *Local Government Act 2009*.**

Cr Sheedy has provided the following information in support of this Notified Motion:

This motion proposes that Council declares the office of Deputy Mayor vacant, appoints a new Deputy Mayor from among the councillors at the same meeting, and commits to an annual review of the Deputy Mayor's appointment each March/April.

The relevant sub sections of Section 165 of the Local Government Act provide:

“(3) A local government may, by resolution, declare that the office of deputy mayor is vacant.

(4) The resolution may be passed only if notice of the resolution has been given to the councillors at least 14 days before the meeting.

(5) If a local government declares that the office of deputy mayor is vacant, it must immediately appoint another deputy mayor from its councillors.”

This approach is intended to strengthen transparency, encourage shared leadership, and allow Council to consider—on a regular basis—which councillor is best placed to take on the responsibilities of the Deputy Mayor role.

The proposal is not a reflection on the performance of the current Deputy Mayor. Rather, it recognises the importance of giving councillors the opportunity to periodically reassess the appointment in light of the evolving dynamics and working relationships within the elected body, and that Council at the end of March 2026 will be at the mid point of its term in office.

It is noted that several councils that can be compared with Mackay have rotated the position of Deputy Mayor as per the attached schedule provided by courtesy of LGAQ.

An annual review does not necessarily mean a change in Deputy Mayor each year. It simply provides a structured opportunity for councillors to either re-endorse the existing Deputy or select a new representative if appropriate. This practice promotes fairness, inclusiveness, and accountability within Council.

Legislation

Section 175(2)(b) of the *Local Government Act 2009* requires Council by resolution to appoint a Deputy Mayor from within its Councillors to fill a vacancy in the role.

In accordance with section 165(4) of the *Local Government Act 2009*, Cr Sheedy provided notice of his intention to move the associated motion(s) at least 14 days before the motion is to be decided at the meeting.

Consultation and Communication

- Mayor and Councillors
- CEO & Directors

Resource Implications

Any change of the Deputy Mayor will not have a financial impact.

Risk Management Implications

Nil noting the proposal to appoint a new Deputy Mayor.

Conclusion

The request from Cr Sheedy is as detailed in this report.

Councillors need to appoint a Deputy Mayor to fill a vacancy, in accordance with the requirements of *Section 175(2) of the Local Government Act 2009*. Should Council decide to declare the office of Deputy Mayor to be vacant, there is a requirement at the same meeting to fill the vacancy.

Recommendation

THAT Council considers the notified motion by Cr Sheedy of:

1. THAT Council declares the office of Deputy Mayor to be vacant, in line with section 165 of the *Local Government Act 2009*;
2. AND THAT Council appoints a new Deputy Mayor from among the councillors at this meeting, as required by section 165(5) of the *Act*; and
3. AND FURTHER THAT Council commits to conducting an annual review of the Deputy Mayor's appointment, to be considered in March/April each year, with any proposed changes to the office subject to the required 14-day notice under section 165(4) of the *Local Government Act 2009*.

The Mayor asked Cr Peter Sheedy whether he wished to proceed with the motion. Cr Peter Sheedy advised that he was withdrawing the motion.

In accordance with the Standing Orders, the Mayor advised that the withdrawal of the motion was accepted.

Councils that Rotate Deputy Mayors Frequency of Rotation	
Bundaberg Regional Council	Position is reviewed annually in April
Cherbourg Aboriginal Shire Council	Position is reviewed annually in April
Cloncurry Shire Council	Every 2 years (next review April 2026)
Council of the City of Gold Coast	Annual rotation in April- first 2 Deputies already chosen
Doomadgee Aboriginal Shire Council	Rotating annually in April (all Crs will get 1 term as Deputy)
Fraser Coast Regional Council	Position is reviewed annually in April
Gympie Regional Council	Position is reviewed annually in April
Logan City Council	Every 2 years (next review 9th April 2026)
Mackay Regional Council	Voting on rotation schedule in April 25 meeting
Mapoon Aboriginal Shire Council	Position is rotated annually in April
Mount Isa City Council	Position is reviewed annually in April. In 2025 meeting they chose to keep Cr Coghlan in the role of Deputy Mayor.
Napranum Aboriginal Shire Council	Rotation confirmed to be at the end of Jun every year, pre set schedule is in May 2025 meeting minutes.
Redland City Council	Every 2 years (next review April 2026)
South Burnett Regional Council	Cr Potter confirmed that Council wants to rotate every 8 months. Next rotation due in April 2026
Townsville City Council	Position is reviewed annually in April. Was not reviewed in 2025 since Cr Greaney was appointed Dep Mayor in Dec 2024.
Yarrabah Aboriginal Shire Council	Rotating annually in April

Source: LGAQ 23/02/2026

15. PUBLIC PARTICIPATION

16. LATE BUSINESS

17. CONFIDENTIAL REPORTS

**17.1. Approved Sponsorship Under the Invest Mackay Events and Conference Attraction Program
- February 2026**

Confidential

Confidential Report to be forwarded separately.

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (g) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter relating to negotiations relating to a commercial matter involving the Council for which a public discussion would be likely to prejudice the interests of the Council.

Council Resolution ORD-2026-27

THAT the sponsorship approved under the Invest Mackay Events and Conference Attraction program is noted.

Moved Cr Hassan

Seconded Cr Jones

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

17.2. Approved Concessions Under the Facilitating Development in the Mackay Region Policy - February 2026

Confidential

Confidential Report to be forwarded separately.

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (g) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter relating to negotiations relating to a commercial matter involving the Council for which a public discussion would be likely to prejudice the interests of the Council.

Council Resolution ORD-2026-28

THAT the concessions approved under the Facilitating Development in the Mackay Region Policy are noted.

Moved Cr MacRae

Seconded Cr Hassan

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

17.3. Economic Development & Growth Strategic Advisory Committee Sub-Committee Draft Minutes - 5 March 2026

Confidential

Confidential Report to be forwarded separately.

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (c) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter relating to Council's budget.

Council Resolution ORD-2026-29

THAT the draft minutes of the Economic Development & Growth Strategic Advisory Committee Sub-Committee meeting dated 5 March 2026 be received.

THAT funding is declined as recommended by the Economic Development & Growth Strategic Advisory Committee Sub-Committee for the following items:

- a) Item 3.1.

AND THAT funding is approved as recommended by the Economic Development & Growth Strategic Advisory Committee Sub-Committee for the following items:

- b) Item 3.2;
- c) Item 3.3;
- d) Item 3.4, and;
- e) Item 4.1.

Moved Cr MacRae

Seconded Cr Hassan

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

17.4. 2026-27 Confidential Fees & Charges

Confidential

Confidential Report to be forwarded separately.

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (c) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter **relating to Council's budget**.

Council Resolution ORD-2026-30

THAT in accordance with the Local Government Act 2009, Council adopts the Commercial Fees and Charges Schedule, to take effect from 1 July 2026.

Moved Cr May

Seconded Cr Jones

CARRIED UNANIMOUSLY 10/0

For: Cr Williamson, Cr May, Cr Hassan, Cr Corowa, Cr Sheedy, Cr Johnson, Cr Jones, Cr MacRae, Cr Paton and Cr Baker

Against: Nil

18. MEETING CLOSURE

Meeting closed at 10:49 pm.

19. FOR INFORMATION ONLY