

# BUSINESS PAPER

## General Meeting

**Wednesday 8 May 2019**

Roma Administration Centre

### NOTICE OF MEETING

Date: 3 May 2019

Mayor:

Councillor T D Golder

Deputy Mayor:  
Councillors:

Councillor J L Chambers  
Councillor N H Chandler  
Councillor P J Flynn  
Councillor G B McMullen  
Councillor W M Newman  
Councillor C J O'Neil  
Councillor D J Schefe  
Councillor J M Stanford

Chief Executive Officer:

Ms Julie Reitano

Senior Management:

Mr Rob Hayward (Deputy Chief Executive Officer/Director  
Development, Facilities & Environmental Services)  
Ms Sharon Frank (Director Corporate, Community & Commercial  
Services)

Please find attached agenda for the **General Meeting** to be held at the Roma Administration Centre on **May 8, 2019 at 9.00AM.**



Julie Reitano  
**Chief Executive Officer**

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## Status Reports

### Next General Meeting

- To be held at the Roma Administration Centre on 22 May 2019.

## Confidential Items

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items that it's Councillors or members consider it necessary to close the meeting.

### C Confidential Items

- C.1 Proposed Amendment to Maranoa Planning Scheme**  
**Classification:** Closed Access  
 Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.2 March 2019 - Monthly Business Unit Report - Airports**  
**Classification:** Closed Access  
 Local Government Regulation 2012 Section 275(c) the local government budget.
- C.3 Bassett Park - Horse Stabling and Track Work Fees and Charges - 2019/20**  
**Classification:** Closed Access

Local Government Regulation 2012 Section 275(c) the local government budget.

**C.4 Payment to Department of Agriculture & Fisheries - Annual Biosecurity Payment**

**Classification:** Closed Access

Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.

**C.5 Tender 19008 - Register of Pre-Qualified Suppliers for Water Cartage (dust suppression)**

**Classification:** Closed Access

Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.

**C.6 Tender 19015 - Mobile Camp Mt Moffatt Road Project**

**Classification:** Closed Access

Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.

**C.7 Tender 19019 - Lease of Paddock 9, Dargal Road**

**Classification:** Closed Access

Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.

**C.8 Road Infrastructure Agreement - Atlas Lateral Pipeline Project**

**Classification:** Closed Access

Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.

**C.9 Applications for Rate Payment Arrangements**

**Classification:** Closed Access

Local Government Regulation 2012 Section 275(d) rating concessions.

**C.10 Request for Information regarding Council's processes for the management of Aggressive Dogs**

**Classification:** Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

**C.11 Surat Basin News Monthly Column**

**Classification:** Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

**C.12 Certified Agreement Update**

**Classification:** Closed Access

Local Government Regulation 2012 Section 275(b) (c) industrial matters affecting employees; AND the local government budget.

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Prepared by: Councillor

**Closure**

**MINUTES OF THE GENERAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 24 APRIL 2019 COMMENCING AT 9.06AM**

**ATTENDANCE**

Mayor Cr. T D Golder chaired the meeting with, Deputy Mayor Cr. J L Chambers, Cr. N H Chandler, Cr. P J Flynn, Cr. G B McMullen, Cr. W M Newman, Cr. C J O'Neil, Acting Chief Executive Officer – Rob Hayward, and Kelly Rogers Minutes Officer in attendance.

**AS REQUIRED**

Director Corporate, Community & Commercial Services – Sharon Frank, Manager Facilities (Land, Buildings & Structures) Tanya Mansfield, Coordinator Tourism – Debra Joppich, Regional Grants & Council Events Development Coordinator – Susan Sands.

**WELCOME**

The Mayor welcomed all present and declared the meeting open at 9.06am.

**APOLOGIES**

<b>Resolution No. GM/04.2019/57</b>	
<b>Moved Cr O'Neil</b>	<b>Seconded Cr Flynn</b>
<b>That apologies be received and leave of absence granted for Councillors Schefe and Stanford for this meeting.</b>	
<b>CARRIED</b>	<b>7/0</b>

**CONFIRMATION OF MINUTES**

<b>Resolution No. GM/04.2019/58</b>	
<b>Moved Cr Golder</b>	<b>Seconded Cr McMullen</b>
<b>That the minutes of the General Meeting held on 10 April 2019 be confirmed, including an amendment to reflect Mayor Golder having called for a 'Division' of the vote, and subsequent outcomes recorded in the minutes, for Resolution Numbers GM/04.2019/39 and GM/04.2019/40.</b>	
<b>MOTION LOST</b>	<b>3/4</b>
Mayor Golder called for a division of the vote.	
The outcomes were recorded as follows:	
<b>Those in Favour of the Motion</b>	<b>Those Against the Motion</b>
Cr. Chandler	Cr. Chambers
Cr. Golder	Cr. Flynn
Cr. McMullen	Cr. Newman
	Cr. O'Neil

**Resolution No. GM/04.2019/59**
**Moved Cr Newman**
**Seconded Cr Chambers**
**That the minutes of the General Meeting held on 10 April 2019 be confirmed.**

CARRIED

4/3

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

<b>Those in Favour of the Motion</b>	<b>Those Against the Motion</b>
Cr. Chambers	Cr. Chandler
Cr. Flynn	Cr. Golder
Cr. Newman	Cr. McMullen
Cr. O'Neil	

**DECLARATION OF CONFLICTS OF INTEREST**

Cr. Chandler declared a 'Conflict of Interest' with the following item:

- C.1 – Applications for Community Grants  
 due to her holding the position of 'President' for the Roma Show Society, and the Roma Show Society being an applicant under Council's consideration in this matter.

Cr. Chandler foreshadowed that she would remove herself from discussions and decisions on the matter.

Cr. Chandler declared a 'Conflict of Interest' with the following item:

- C.12 – Reservation in Title within Lot 3 on WT7  
 due to her brother-in-law being the applicant under Council's consideration in this matter.

Cr. Chandler foreshadowed that she would remove herself from discussions and decisions on the matter.

**ON THE TABLE**

The following confidential items had been laid on the table at a previous General Meeting:

- C.2 – Council Support for Outback Golf Masters  
 Laid on the table at the General Meeting held on 10 April 2019
- C.14 – Council Owned Land – Lot 1 on RP58256 and Lot 3 on RP58256  
 Laid on the table at the General Meeting held on 12 December 2018

## BUSINESS

### CORPORATE, COMMUNITY & COMMERCIAL SERVICES

Item Number: 11.1 File Number: D19/30055

SUBJECT HEADING: Q3 2018/19 BUDGET CHANGES

Officer's Title: Specialist - Strategic Finance

**Executive Summary:**

*In accordance with S170 (3) of the Local Government Regulation 2012, the local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.*

*The overall change to this budget review is \$3,136,841 and with an estimated surplus of \$40,473*

*Funding sources are as follows:*

- \$ 1,259,650 is funded by capital grants and contributions
- \$ 1,917,664 from specific reserves, e.g. airport

**Resolution No. GM/04.2019/60**

**Moved Cr Chambers**

**Seconded Cr Newman**

**That the Council adopt the Third Quarter Budget Review 2018/19 as shown in the following attachments:**

1. Q3 Capital Budget Amendments
2. Q3 Operating Budget Amendments
3. Revised Budget Financial Statements 2018/19 & following two years
4. Revised Budget Financial Statements 2018/19 & following nine years
5. Revenue Policy 2018/19
6. Revenue Statement 2018/19
7. Total Value of Change in Rates and Charges
8. Revised Financial Sustainability Ratios 2018/19

CARRIED

6/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	
Cr. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	

**Responsible Officer**

**Specialist - Strategic Finance**



**CONSIDERATION OF NOTICES OF MOTION**

**Item Number:** 8.1 **File Number:** D19/29396

**SUBJECT HEADING:** AMENDMENT TO STANDING ORDERS POLICY

**Councillor's Title:** Cr. Tyson Golder

**Executive Summary:**  
*Proposal to amend Council's Standing Orders Policy.*

<b>Moved Cr Golder</b>	<b>Seconded Cr McMullen</b>
<b>That:</b>	
<ol style="list-style-type: none"><li><b>1. The Standing Orders be changed to reflect that all Councillors have the ability to speak at least once on each motion.</b></li><li><b>2. That the Standing Orders be changed to revert back to how they were at the start of this Council term in relation to discussions of Councillors being recorded so the general public can hear all sides of the debate for transparency, integrity, completeness and open Council. That allows residents to be better informed of what is happening at Council, thereby strengthening democratic process across our region. The Maranoa is a large region, making it difficult for all interested residents, especially those from further afield to attend our Council Meetings which are held during working hours and this would allow for a greater appreciation of how decisions are reached.</b></li></ol>	
NO VOTE TAKEN	

No vote was taken on the draft motion, with Cr. Newman proposing the following procedural motion for Council's consideration:

<b>Resolution No. GM/04.2019/61</b>	
<b>Moved Cr Newman</b>	<b>Seconded Cr O'Neil</b>
<b>That Council consider the recommendation as two separate motions.</b>	
CARRIED	7/0

<b>Moved Cr Golder</b>	<b>Seconded Cr McMullen</b>
<b>That the Standing Orders be changed to reflect that all Councillors have the ability to speak at least once on each motion.</b>	
NO VOTE TAKEN	

No vote was taken on the draft motion and Cr. O'Neil proposed a further procedural motion for Council's consideration as follows:

<b>Resolution No. GM/04.2019/62</b>	
<b>Moved Cr O'Neil</b>	
<b>That the matter lay on the table for further consideration at a Policy Development Workshop prior to formal consideration at the next General Meeting on 9 May 2019.</b>	

CARRIED

5/2

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	Cr. McMullen
Cr. Flynn	
Cr. Newman	
Cr. O'Neil	

**Responsible Officer**

**Chief Executive Officer**

**Moved Cr Golder**

**Seconded Cr McMullen**

That the Standing Orders be changed to revert back to how they were at the start of this Council term in relation to discussions of Councillors being recorded so the general public can hear all sides of the debate for transparency, integrity, completeness and open Council. That allows residents to be better informed of what is happening at Council, thereby strengthening democratic process across our region. The Maranoa is a large region, making it difficult for all interested residents, especially those from further afield to attend our Council Meetings which are held during working hours and this would allow for a greater appreciation of how decisions are reached.

NO VOTE TAKEN

No vote was taken on the draft motion, with Cr. O'Neil proposing a procedural motion for Council's consideration as follows:

**Resolution No. GM/04.2019/63**

**Moved Cr O'Neil**

**That the matter lay on the table for further consideration at a Policy Development Workshop prior to formal consideration at the next General Meeting on 9 May 2019.**

CARRIED

5/2

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	Cr. McMullen
Cr. Flynn	
Cr. Newman	
Cr. O'Neil	

**Responsible Officer**

**Chief Executive Officer**

**Item Number:** 11.2 **File Number:** D19/30481

**SUBJECT HEADING:** MONTHLY FINANCIAL REPORTS FOR THE PERIOD ENDING 31 MARCH 2019

**Officer's Title:** Specialist - Finance Systems Support

**Executive Summary:**

*The purpose of this report was for the Chief Executive Officer to present a monthly financial report to Council in accordance with section 204 of the Local Government Regulation 2012 for the month of March 2019 and year to date.*

<b>Resolution No. GM/04.2019/64</b>	
<b>Moved Cr Newman</b>	<b>Seconded Cr Chambers</b>
<b>That the financial reports for the period ending 31 March 2019 be received and noted.</b>	
CARRIED	6/1
Mayor Golder called for a division of the vote.	
The outcomes were recorded as follows:	
<b>Those in Favour of the Motion</b>	<b>Those Against the Motion</b>
Cr. Chambers	Cr. Golder
Cr. Chandler	
Cr. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	

<b>Responsible Officer</b>	<b>Specialist - Finance Systems Support</b>
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**DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES**

**Item Number:** 13.1 **File Number:** D19/28131

**SUBJECT HEADING:** REQUEST FOR APPROVAL: FOOD TRUCK FRIDAY

**Officer's Title:** Coordinator - Tourism

**Executive Summary**

*A request was made to Council by Ms. Amber Davis on behalf of a group of food vendors in Roma, to gain access to the bottom carpark of the Big Rig parklands for a proposed community event named "Food Truck Friday". "Food Truck Friday" is a concept that will see food vans park at The Big Rig parklands one evening a month. The food served would be "Eat Street" style with minimal seating, encouraging families and individuals to visit the parklands and surrounds.*

*The group were requesting access to power and lighting for their food vans and entertainment.*

<b>Moved Cr O'Neil</b>	<b>Seconded Cr Chandler</b>
<b>That Council:</b>	

1. Approve the use of the bottom carpark of The Big Rig Parklands from 5pm – 8pm Fridays and 4pm – 7pm on Saturdays during Winter to operate Food Truck Friday on the following dates:
  - 15 June 2019 (Saturday)
  - 13 July 2019 (Saturday)
  - 17 August 2019 (Saturday)
  - 13 September 2019 (Friday)
  - 11 October 2019 (Friday)
  - 15 November 2019 (Friday)
  - 14 December 2019 (Saturday Christmas Party)
2. Recommend to the organisers to formally invite Roma Thai to participate in Food Truck Friday.
3. Approve the use of the car park on the condition that car parking for Food Truck Friday visitors be on McDowall & Tiffin Street and that this is advertised and signposted.
4. Approve access to power and existing lighting for food vans and entertainment;
5. Grant the use of the portable chairs currently stored at the Big Rig;
6. Ensure that all food vendors have a registered food licence.
7. Direct the enquiry about the miniature train to Visit Roma for a response.

NO VOTE TAKEN

<b>Responsible Officer</b>	<b>Coordinator - Tourism</b>
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No vote was taken on the draft motion at that time, with Council discussing the potential for a review of arrangements to be undertaken after a period of time. Cr. O'Neil proposed an amendment to the draft motion, which was recorded as follows:

**Moved Cr O'Neil**

**Seconded Cr Chandler**

**That Council:**

1. Approve the use of the bottom carpark of The Big Rig Parklands from 5pm – 8pm Fridays and 4pm – 7pm on Saturdays during Winter to operate Food Truck Friday on the following dates:
  - 15 June 2019 (Saturday)
  - 13 July 2019 (Saturday)
  - 17 August 2019 (Saturday)
  - 13 September 2019 (Friday)
  - 11 October 2019 (Friday)
  - 16 November 2019 (Friday)
  - 14 December 2019 (Saturday Christmas Party)
2. Recommend to the organisers to formally invite Roma Thai to participate in Food Truck Friday.
3. Approve the use of the car park on the condition that car parking for Food Truck Friday visitors be on McDowall & Tiffin Street and that this is advertised and

signposted.

4. Approve access to power and existing lighting for food vans and entertainment;
5. Grant the use of the portable chairs currently stored at the Big Rig;
6. Ensure that all food vendors have a registered food licence.
7. Direct the enquiry about the miniature train to Visit Roma for a response.
8. Re-assess the outcome of arrangements after 17 August 2019.

NO VOTE TAKEN

(No vote was taken on the amended draft motion at that time, with Cr. Chandler as 'Seconder' of the original draft motion indicating she was not in support of the amendment proposed)

Mayor Golder proposed a further amendment to the draft motion, which was recorded as follows:

**Moved Cr Golder**

**Seconded (Not Recorded)**

**That Council:**

1. Approve the use of the bottom carpark of The Big Rig Parklands from 5pm – 8pm Fridays and 4pm – 7pm on Saturdays during Winter to operate Food Truck Friday on the following dates:
  - 15 June 2019 (Saturday)
  - 13 July 2019 (Saturday)
  - 17 August 2019 (Saturday)
  - 13 September 2019 (Friday)
  - 11 October 2019 (Friday)
  - 17 November 2019 (Friday)
  - 14 December 2019 (Saturday Christmas Party)
2. Recommends to the organisers to formally invite Roma Thai to participate in Food Truck Friday.
3. Approve the use of the car park on the condition that car parking for Food Truck Friday visitors be on McDowall & Tiffin Street and that this is advertised and signposted.
4. Approve access to power and existing lighting for food vans and entertainment;
5. Grants the use of the portable chairs currently stored at the Big Rig;
6. Ensure that all food vendors have a registered food licence.
7. Direct the enquiry about the miniature train to Visit Roma for a response.
8. Reassess feedback received from all parties after one event is held.

MOTION LAPSED (due to the absence of a 'Seconder' for the draft amendment)

Cr. Newman proposed a further amendment to the draft motion, which was recorded as follows:

**Resolution No. GM/04.2019/65**

**Moved Cr Newman**

**Seconded Cr McMullen**

**That Council:**

1. Approve the use of the bottom carpark of The Big Rig Parklands from 5pm – 8pm Fridays and 4pm – 7pm on Saturdays during Winter to operate Food Truck Friday on the following dates:
  - 15 June 2019 (Saturday)
  - 13 July 2019 (Saturday)
  - 17 August 2019 (Saturday)
  - 13 September 2019 (Friday)
  - 11 October 2019 (Friday)
  - 18 November 2019 (Friday)
  - 14 December 2019 (Saturday Christmas Party)
2. Recommends to the organisers to formally invite Roma Thai to participate in Food Truck Friday.
3. Approve the use of the car park on the condition that car parking for Food Truck Friday visitors be on McDowall & Tiffin Street and that this is advertised and signposted.
4. Approve access to power and existing lighting for food vans and entertainment;
5. Grants the use of the portable chairs currently stored at the Big Rig;
6. Ensure that all food vendors have a registered food licence.
7. Direct the enquiry about the miniature train to Visit Roma for a response.
8. Undertake a review after three (3) months to identify any changes or improvements Council may wish to consider.

CARRIED

4/3

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Golder	Cr. Chambers
Cr. McMullen	Cr. Chandler
Cr. Newman	Cr. Flynn
Cr. O'Neil	

With the amendment approved, Council then took a vote on the amended draft motion. The outcome was recorded as follows:

**Resolution No. GM/04.2019/66**

**Moved Cr O'Neil**

**Seconded Cr Chandler**

**That Council:**

1. Approve the use of the bottom carpark of The Big Rig Parklands from 5pm – 8pm

Fridays and 4pm – 7pm on Saturdays during Winter to operate Food Truck Friday on the following dates:

- 15 June 2019 (Saturday)
- 13 July 2019 (Saturday)
- 17 August 2019 (Saturday)
- 13 September 2019 (Friday)
- 11 October 2019 (Friday)
- 19 November 2019 (Friday)
- 14 December 2019 (Saturday Christmas Party)

2. Recommends to the organisers to formally invite Roma Thai to participate in Food Truck Friday.
3. Approve the use of the car park on the condition that car parking for Food Truck Friday visitors be on McDowall & Tiffin Street and that this is advertised and signposted.
4. Approve access to power and existing lighting for food vans and entertainment;
5. Grants the use of the portable chairs currently stored at the Big Rig;
6. Ensure that all food vendors have a registered food licence.
7. Direct the enquiry about the miniature train to Visit Roma for a response.
8. Undertake a review after three (3) months to identify any changes or improvements Council may wish to consider.

CARRIED

6/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Flynn
Cr. Chandler	
Cr. Golder	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	

<b>Responsible Officer</b>	<b>Coordinator - Tourism</b>
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**Item Number:** 11.3 **File Number:** D19/30761

**SUBJECT HEADING:** INVESTMENT REPORT AS AT 31 MARCH 2019

**Officer's Title:** Specialist - Finance Systems Support

***Executive Summary:***

*The purpose of this report was to present the Investment Report (including the Trading Limits Report) as at 31 March 2019.*

**Resolution No. GM/04.2019/67**

**Moved Cr Chambers**

**Seconded Cr Flynn**

That the Investment Report as at 31 March 2019 be received and noted.

CARRIED

6/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	
Cr. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	

<b>Responsible Officer</b>	<b>Specialist - Finance Systems Support</b>
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**Item Number:** 13.2 **File Number:** D19/30486

**SUBJECT HEADING:** CLEAR VEGETATION ON STOCK ROUTE NETWORK

**Location:** Wallabella Camping and Water Reserve - Surat

**Applicant:** Cobb and Co Festival Coordinator

**Officer's Title:** **Manager - Environment, Health, Waste & Rural Land Services**

**Executive Summary:**

*The Cobb and Co Festival Committee are wanting to use the Wallabella camping and water reserve and adjacent stock route, as the Saturday night (24 August 2019) camp site for the Coach and its passengers, as well as the horse riders and their support crew. To accommodate the expected 300 people for overnight camping, the committee sought endorsement from Council to clear 2 hectares of vegetation on the stock route network.*

**Resolution No. GM/04.2019/68**

**Moved Cr McMullen**

**Seconded Cr Newman**

**That Council endorse the Cobb and Co Festival Committee's application to the Department of Natural Resources Mines and Energy to clear no more than 2 hectares of vegetation on the stock route network adjacent to the Wallabella Camping and Water Reserve on the provision of the following conditions:**

1. Cobb and Co Festival Committee complete the application for clearing in consultation with Council's Rural Land Services & Funding Officer; and
2. Cobb and Co Festival Committee to pay the application fees to the Department of Natural Resource Mines and Energy for the vegetation clearing; and
3. Cobb and Co Festival Committee – if a vegetation clearing permit is provided by Department of Natural Resources Mines and Energy – pay all associated costs to clear vegetation in accordance with the approved permit; and
4. Provide a copy of the approved vegetation clearing permit issued by Department of Natural Resource Mines and Energy as soon as practical from the date of permit



receipt by the Cobb and Co Festival Committee.

5. Cobb and Co Festival Committee to provide Council with a copy of their public liability to the value of \$20 million, stating the Chief Executive of the DNRME as an interested party and the underwriters must indemnify the State of Queensland (acting through DNRME) and the local government

CARRIED

7/0

<b>Responsible Officer</b>	<b>Manager - Environment, Health, Waste &amp; Rural Land Services</b>
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**Item Number:** 13.3 **File Number:** D19/30602

**SUBJECT HEADING:** APPLICATION FOR FUNDING THROUGH PASSENGER TRANSPORT INFRASTRUCTURE INVESTMENT PROGRAM

**Officer's Title:** Regional Grants & Council Events Development Coordinator

***Executive Summary:***

*The Passenger Transport Infrastructure Investment Program (PTIIP) provides funding assistance to local councils across the state to upgrade existing passenger transport facilities. This funding to local authorities helps ensure they comply with the Disability Discrimination Act (DDA) (1992) requirements.*

*It was recommended that Council apply for the Passenger Transport Infrastructure Investment Program (PTIIP) funding available to assist local councils to upgrade existing passenger transport facilities to match the 50/50 contribution basis.*

**Resolution No. GM/04.2019/69**

**Moved Cr Newman**

**Seconded Cr Chambers**

**That Council:**

1. Apply for the Passenger Transport Infrastructure Investment Program (PTIIP) funding, which is available to assist local councils to upgrade existing passenger transport facilities to ensure they meet the Disability Discrimination Act (DDA) (1992) requirements.
2. Apply for funding of \$55,000 over the next three financial years, and allocate matching co-contributions from TIDS funding for a total project cost of \$330,000.
3. Authorise the Chief Executive Officer, or delegate, to sign any applicable agreements for successful applications.

CARRIED

7/0

<b>Responsible Officer</b>	<b>Regional Grants &amp; Council Events Development Coordinator</b>
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**COUNCILLOR BUSINESS**
**Item Number:** 16.1

**File Number:** D19/30553

**SUBJECT HEADING:** LONGREACH REGIONAL COUNCIL MODEL FOR EXCLUSION FENCING

**Councillor's Title:** Cr. Wendy Newman

**Executive Summary:**

*Proposal for Council to review the Longreach Regional Council Model of funding for exclusion fencing.*

**Resolution No. GM/04.2019/70**
**Moved Cr Newman**
**Seconded Cr McMullen**

**That a report be prepared for an upcoming meeting on the Longreach Regional Council Model of funding for exclusion fencing, to determine whether Council wishes to proceed further with this option.**

CARRIED

7/0

**Responsible Officer**
**Manager - Environment, Health, Waste & Rural Land Services**

Cr. O'Neil declared a 'Conflict of Interest' with the following item (as defined under the *Local Government Act 2009, section 175D*), due to him holding the position of 'Vice President' of the LNP Party Queensland.

Cr. O'Neil further indicated:

*I have determined that this personal interest is not of sufficient significance that it will lead me to making a decision on the matter that is contrary to the public interest. I will best perform my responsibility of serving the overall public interest of the whole of the Council area by participating in the discussion and voting on this matter.*

*However, I acknowledge that the remaining Councillors must now determine, pursuant to section 175E(4) of the Local Government Act 2009:*

- (a) Whether I have a real 'Conflict of Interest' in this matter or a perceived 'Conflict of Interest' in this matter; and*
- (b) If so, whether:*
  - I. I must leave the meeting while this matter is discussed or voted on; or*
  - II. I may participate in the meeting in relation to the matter, including by voting on the matter.*

**Resolution No. GM/04.2019/71**
**Moved Cr Flynn**
**Seconded Cr McMullen**

**That Cr. O'Neil has a Conflict of Interest in the matter and notwithstanding the conflict, Cr. O'Neil may participate in the matter, discuss and vote upon it.**

CARRIED

6/0

Cr. O'Neil did not vote on this motion as he was the declaring Councillor under consideration in this matter

**Item Number:** 16.2 **File Number:** D19/30719

**SUBJECT HEADING:** FEDERAL COMMITMENT - CENTRELINK ROMA

**Councillor's Title:** Cr. Tyson Golder

***Executive Summary:***

*It was proposed that Council seek a formal commitment from all candidates and political parties involved in the Federal election that, if they are elected, they will re-open the Centrelink office in Roma.*

**Moved Cr Golder**

**Seconded Cr McMullen**

**That Council seek a formal commitment from all candidates and political parties involved in the Federal election that, if they are elected or re-elected, they will re-open the Centrelink office in Roma.**

NO VOTE TAKEN

No vote was taken on the draft motion at that time with Mayor Golder proposing the following Procedural Motion for Council's consideration:

**Resolution No. GM/04.2019/72**

**Moved Cr Golder**

**That the matter lay on the table for further consideration at a later point during the meeting to allow additional time for Council to further refine the draft motion to give clarity for staff on any subsequent actions in the instance of the draft motion being approved.**

CARRIED (Cr. O'Neil voted in favour of the motion)

7/0

Councillors Chandler, Flynn and Newman left the Chamber at 9.52am.

Councillors Chandler and Newman returned to the Chamber at 9.53am.

Cr. Flynn returned to the Chamber at 9.55am.

Cr. Chandler, having previously foreshadowed a 'Conflict of Interest' in the following item, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 9.55am, taking no part in discussions and debate on the matter.

**Item Number:** C.1 **File Number:** D19/26006

**SUBJECT HEADING:** APPLICATIONS FOR COMMUNITY GRANTS

**Officer's Title:** Regional Grants & Council Events Development Coordinator

***Executive Summary:***

*Council is committed to supporting local and regional initiatives that provide opportunities for residents to access and participate in a wide range of recreational, cultural, environmental,*

community and economic development projects and activities through the Community Grants Program.

Seventeen grant applications were received and assessed under Round 2 for 2018/2019. Six Small Grants, eight Community Grants and one Major Grant were recommended for funding, subject to conditions where applicable.

**Resolution No. GM/04.2019/73**

**Moved Cr O'Neil**

**Seconded Cr McMullen**

**That Council:**

- Endorse the recommendations of the assessment panel and approve the Community Grant submissions as follows:**

GROUP	GRANT TYPE	FUNDED
Booringa Action Group	Small	\$3,000
Bendemere Pony Club	Small	\$3,000
Injune Arts	Small	\$2,463
Surat Bowling Club	Small	\$2,302
Surat RSL	Small	\$2,745
Zonta Club of Roma	Small	\$2,990
<b>TOTAL</b>		<b>\$16,500</b>

GROUP	GRANT TYPE	FUNDED
Mitchell Campdraft	Major	\$20,000
Roma Contract Bridge Club	Community	\$3,705
Surat & District Development Assoc	Community	\$6,274
Surat Clay Target Club	Community	\$10,000
Surat Campdraft Assoc	Community	\$6,955
Eumamurrin Rec Assoc	Community	\$10,000
Roma Pony Club	Community	\$7,461
Roma & District Cricket Assc	Community	\$4,330
Injune Men's Shed	Community	\$10,000
<b>TOTAL</b>		<b>\$78,725</b>
	<b>Overall Total</b>	<b>\$95,225</b>

- Noting that there is \$94,402 available in the Community Grants budget, including the contribution from Senex, allocate these funds from the Community Grants budget GL 2887.2244.2001, with the remaining \$823 to come from the Roma LDO Salary GL**

**2883.2001.**

CARRIED

6/0

**Responsible Officer**

**Regional Grants & Council Events  
Development Coordinator**

At cessation of discussion and debate on the abovementioned item, Cr. Chandler returned to the Chamber at 10.01am.

**Item Number:**

**C.2**

**File Number: D19/29913**

**SUBJECT HEADING:**

**COUNCIL SUPPORT FOR OUTBACK GOLF MASTERS**

**Officer's Title:**

**Regional Sport & Recreation Development Coordinator**

***Executive Summary:***

*Council were approached in early 2018 to support the hosting of the Outback Queensland Golf Masters Tournament in Roma, which is the first event in a planned six event series involving Charleville, Boulia, Longreach, Winton and Mt Isa. The concept received preliminary consideration at a Council meeting on 11 April 2018. The outcome from the meeting was that Council resolved as follows:*

*That Council:*

- 1. Give its "In Principle Support" of the proposed concept.*
- 2. Advise that it is not in a position at this time to offer any financial or "in-kind" support for the proposal, as the detail is not yet available.*
- 3. Await further information about the proposed concept*

*Council staff recently met with Golf Australia staff who are coordinating the Outback Golf Masters Series and provided Council with an update..*

**Resolution No. GM/04.2019/74**

**Moved Cr Chambers**

**Seconded Cr Chandler**

**That Council support the Outback Golf Masters event in Roma on 17/18 June with a \$10 000 in kind contribution to be sourced from GL 2947, community groups in-kind assistance works support.**

NO VOTE TAKEN

**Responsible Officer**

**Regional Sport & Recreation Development  
Coordinator**

An amendment to the draft motion was proposed, with the outcome recorded as follows:

**Resolution No. GM/04.2019/75**

**Moved Cr Flynn**

**Seconded Cr McMullen**

**That Council support the Outback Golf Masters event in Roma on 17/18 June with a \$5,000 cash contribution from GL 2888.2257.2001 and a \$10,000 in kind contribution to be sourced from GL 2947, community groups in-kind assistance works support.**

CARRIED

5/2

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Flynn	Cr. Chambers
Cr. Golder	Cr. Chandler
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	

Council then voted on the amended motion, with the outcome recorded as follows:

<b>Resolution No. GM/04.2019/76</b>	
<b>Moved Cr Flynn</b>	<b>Seconded Cr McMullen</b>
<p><b>That Council support the Outback Golf Masters event in Roma on 17/18 June with a \$5,000 cash contribution from GL 2888.2257.2001 and a \$10,000 in kind contribution to be sourced from GL 2947, community groups in-kind assistance works support.</b></p>	
CARRIED	6/1
<p>Mayor Golder called for a division of the vote.</p> <p>The outcomes were recorded as follows:</p>	
Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Chandler
Cr. Flynn	
Cr. Golder	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	

<b>Responsible Officer</b>	<b>Regional Sport &amp; Recreation Development Coordinator</b>
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**Item Number:** C.3 **File Number:** D19/13257

**SUBJECT HEADING:** **REQUEST TO RECEIVE DISCOUNT OR REDUCTION OF RATES - ASSESSMENT 14007645 - ADDITIONAL INFORMATION**

**Officer's Title:** **Rates and Utilities Billing Officer**

***Executive Summary:***

*Correspondence was received from ratepayer after additional information was requested by Council to consider a hardship application.*

<b>Resolution No. GM/04.2019/77</b>	
<b>Moved Cr Chambers</b>	<b>Seconded Cr Chandler</b>
<p><b>That Council:</b></p>	
<p><b>1. Not grant the concession under S120(1)(c) of the Local Government Regulation 2012.</b></p>	
<p><b>2. Declines the payment arrangement of \$500.00/month, and advise applicant for all rates,</b></p>	

charges and arrears to be paid in full by 30 June 2021 a payment arrangement of at least \$1,005.00/month would be required.

CARRIED

6/1

Cr. Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	
Cr. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	

<b>Responsible Officer</b>	<b>Rates and Utilities Billing Officer</b>
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**Item Number:**

**C.4**

**File Number: D19/29359**

**SUBJECT HEADING:**

**APPLICATIONS FOR RATE PAYMENT ARRANGEMENTS**

**Officer's Title:**

**Rates and Utilities Billing Officer**

***Executive Summary:***

*Applications for rate payment arrangements were received from various ratepayers. The timeframes the applicants have proposed to have their rates paid in full extends beyond the current financial year timeframes that is adopted in Council's adopted Revenue Statement.*

**Resolution No. GM/04.2019/78**

**Moved Cr McMullen**

**Seconded Cr Newman**

**That Council accepts the applicant's payment arrangements as set out in Table A, subject to all rates, charges and arrears accumulated being paid in full by 30 June 2020, and as follows:**

Assessment Number	Approved Payment Plan
15006497	\$150/fortnight
14025183	\$240/fortnight
14007579	\$240/fortnight
14023964	\$165/fortnight
12004263	\$80/fortnight
14033104	\$200/fortnight
14014229	\$150/fortnight

CARRIED

7/0

<b>Responsible Officer</b>	<b>Rates and Utilities Billing Officer</b>
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**Item Number:** C.5 **File Number:** D19/28425

**SUBJECT HEADING:** REQUEST FOR RATES TO BE REIMBURSED

**Officer's Title:** Lead Rates and Utilities Billing Officer/Systems Administrator

**Executive Summary:**

*The applicant has requested a rates refund for the property from the date of purchase in relation to Assessment No. 11004793.*

**Moved Cr O'Neil**

**Seconded (Not Recorded)**

**That in accordance with s82(3)(c) of the Local Government Regulation 2012, Council is prohibited from backdating the rates re-categorisation effective from the date of purchase.**

NO VOTE TAKEN

No vote was taken on the draft motion, with Cr. O'Neil proposing the following procedural motion for Council's consideration:

**Resolution No. GM/04.2019/79**

**Moved Cr O'Neil**

**That the matter lay on the table for further consideration at a later point during the meeting.**

CARRIED

4/3

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Flynn	Cr. Chambers
Cr. Golder	Cr. Chandler
Cr. McMullen	Cr. Newman
Cr. O'Neil	

**Item Number:** C.6 **File Number:** D18/97175

**SUBJECT HEADING:** AMENDMENT TO CAPITAL WORKS PROGRAM 2018/2019

**Officer's Title:** Deputy Director Infrastructure Services/Strategic Road Management

**Executive Summary:**

*As part of 2018/19 Transport Infrastructure Development Scheme (TIDS), a gravel resheet was approved on the Bollon Road between chainage 128.82 – 129.88km and 155.94 – 167.16km. The project has now been completed and delivered under budget by \$377,715.*

*This report sought to transfer the costs savings from Bollon Road Project to other projects within the 2018/19 TIDS program. These include the Duke Street South (Roma Southern Road) Upgrade and Mt Moffatt Road Gravel Resheet.*



**Resolution No. GM/04.2019/80**

**Moved Cr McMullen**

**Seconded Cr Chandler**

**That Council:**

1. Amend the 2018-19 Capital Works Program with the transfer of \$199,715 from Bollon Road Project (WO19702) to Mt Moffatt Road Project (WO18851) subject to receipt of final approval from the South West Regional Roads & Transport Group; and
2. Amend the 2018-19 Capital Works Program with the transfer of \$178,000 from Bollon Road Project (WO19702) to Duke Street South (Roma Southern Road) (WO18881) subject to receipt of final approval from the South West Regional Roads & Transport Group.

CARRIED

7/0

**Responsible Officer**

**Deputy Director Infrastructure  
Services/Strategic Road Management**

**Item Number:**

**C.7**

**File Number: D19/30458**

**SUBJECT HEADING:**

**TENDER 19012 - REGISTER OF PRE-QUALIFIED  
SUPPLIERS FOR SCADA & ASSOCIATED SERVICES**

**Officer's Title:**

**Manager - Procurement & Plant**

***Executive Summary:***

*The report sought Council's approval to form a Register of Pre-Qualified Suppliers for Supervisory Control & Data Acquisition (SCADA) & Associated Services (Tender 19012).*

*The tender period opened on 14 January 2019 with a closing date of 8 February 2019.*

*The evaluation panel assessed the submissions and the report was tabled for Council's consideration.*

**Resolution No. GM/04.2019/81**

**Moved Cr Chambers**

**Seconded Cr Newman**

**That:**

1. Council approve the formation of the Register of Pre-Qualified Suppliers for SCADA & Associated Services, being established in accordance with s 232 of the Local Government Regulation 2012.
2. Pre-qualification (for the nominated businesses) remain current until the end of March 2021.
3. Council authorise the Chief Executive Officer to enter into a Deed of Agreement with the selected Tenderers formalising the terms and conditions detailed in the draft agreement.

**SCADA & Associated Services**

**Oberix Group Pty Ltd T/A Leading Edge Automation**  
**Automation IT Pty Ltd**  
**Aquamonix Pty Ltd T/A Elpro Technologies**  
**MPA Engineering Pty Ltd**

**0 Star Local**  
**0 Star Local**  
**0 Star Local**  
**0 Star Local**

<b>Indratel Australia Pty Ltd T/A Pacific Controls</b>	<b>0 Star Local</b>
<b>SAFEgroup Automation Pty Ltd</b>	<b>0 Star Local</b>
CARRIED	6/1
Mayor Golder called for a division of the vote.	
The outcomes were recorded as follows:	
<b>Those in Favour of the Motion</b>	<b>Those Against the Motion</b>
Cr. Chambers	Cr. Golder
Cr. Chandler	
Cr. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	

<b>Responsible Officer</b>	<b>Manager - Procurement &amp; Plant</b>
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**Item Number:** C.8 **File Number:** D19/24450

**SUBJECT HEADING:** ROMA QUARRY BUSINESS REPORT - JANUARY AND FEBRUARY 2019

**Officer's Title:** Admin / Costing Officer – Materials Production (Quarry & Pits)

***Executive Summary:***

*This report was presented to Council to provide a summary of the Council's Quarry for January and February 2019 and the financial year to date. The information in this report aims to review the month's activities, give an overview of financial performance and bring to Council's attention any emerging issues.*

<b>Resolution No. GM/04.2019/82</b>	
<b>Moved Cr Newman</b>	<b>Seconded Cr McMullen</b>
<b>That Council receive and note the Officer's report as presented.</b>	
CARRIED	7/0

<b>Responsible Officer</b>	<b>Admin / Costing Officer – Materials Production (Quarry &amp; Pits)</b>
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**Item Number:** C.9 **File Number:** D19/30489

**SUBJECT HEADING:** ROMA SALEYARDS - REQUEST FOR FORTNIGHTLY PRIME SALES

**Officer's Title:** Manager - Saleyards

***Executive Summary:***

*Roma Livestock Agents Association requested that the Roma Saleyard prime sales be conducted fortnightly instead of weekly from Thursday 2 May 2019 till the end of the 2018/19 Financial Year.*

<b>Resolution No. GM/04.2019/83</b>	
<b>Moved Cr Newman</b>	<b>Seconded Cr Flynn</b>

That Council, in accordance with Subordinate Local Law No 6 (Operation of Saleyards) 2011 Part 4 12(1) set the prime sales as fortnightly commencing from Thursday 2 May 2019 till the end of the 2018/19 Financial Year, as per the request from the Roma Livestock Agents Association.

CARRIED

7/0

**Responsible Officer**

**Manager - Saleyards**

**Item Number:**

**C.10**

**File Number: D19/25453**

**SUBJECT HEADING:**

**DELEGATED AUTHORITY FOR THE CHIEF EXECUTIVE OFFICER TO SIGN THE CONTRACT FOR MINOR CULVERT EXTENSIONS ON THE CARNARVON HIGHWAY (24D)**

**Officer's Title:**

**Manager - Construction**

***Executive Summary:***

*This report sought approval to delegate authority to the Chief Executive Officer to sign a Sole Invitee – Minor Infrastructure Contract with the Department of Transport and Main Roads on behalf of Council.*

*The Contract pertains to an Invitation of Offer presented to Council to complete the extension of a number of concrete culverts on the Carnarvon Highway, located between 10 – 14 kilometers north of Roma.*

**Resolution No. GM/04.2019/84**

**Moved Cr Chandler**

**Seconded Cr McMullen**

**That Council authorise the Chief Executive Officer to sign the Sole Invitee Contract between Transport & Main Roads and Maranoa Regional Council; for Council to undertake the Minor Culvert Extensions on the Carnarvon Highway (Roma – Injune).**

CARRIED

7/0

**Responsible Officer**

**Manager - Construction**

**Item Number:**

**C.11**

**File Number: D19/25495**

**SUBJECT HEADING:**

**WATER ACCESS AGREEMENT - MT MOFFATT ROAD**

**Officer's Title:**

**Manager - Construction**

***Executive Summary:***

*Included as part of the 2018/19 Capital Works Program is the reconstruction and gravel resheet of a section of the Mt Moffatt Road. Pre-construction works have identified a limited number of suitable water sources within close proximity of the project works.*

*This report sought approval for Council to establish a number of water source facilities on private property for the Mt Moffatt Road gravel resheet project. The report also sought to explore future options for these facilities for maintenance and construction activities in the Mt Moffatt region.*

**Resolution No. GM/04.2019/85**

**Moved Cr McMullen**

**Seconded Cr Chandler**

**That Council:**

- a) Endorse the establishment of a water source facility, and associated infrastructure, on Lot 2BDR84 and Lot 6WAR41 for the Mt Moffatt Road gravel resheet project;
- b) Continue to negotiate with the landowners of Lot 2BDR84 and Lot 6WAR41 on the view of establishing a long term agreement that could see the infrastructure retained on site for use by Council as part of future road maintenance and construction activities in the Mt Moffatt region.

CARRIED

7/0

**Responsible Officer**

**Manager - Construction**

Cr. Chandler, having previously foreshadowed a 'Conflict of Interest' in the following item, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 10.18am, taking no part in discussions and debate on the matter.

**Item Number:**

**C.12**

**File Number: D19/10176**

**SUBJECT HEADING:**

**RESERVATION IN TITLE WITHIN LOT 3 ON WT7**

**Officer's Title:**

**Administration Officer - Land Administration**

***Executive Summary:***

*The Department of Natural Resources, Mines and Energy sought Council's views or requirements on a Reservation in Title within Lot 3 on WT7.*

**Resolution No. GM/04.2019/86**

**Moved Cr Newman**

**Seconded Cr Flynn**

**Council advise the Department of Natural Resources, Mines and Energy that it has no objection to the application to purchase the road reservation in title within Lot 3 on WT7.**

CARRIED

6/0

**Responsible Officer**

**Administration Officer - Land Administration**

At cessation of discussion and debate on the abovementioned item, Cr. Chandler returned to the Chamber at 10.19am.

**Item Number:**

**C.13**

**File Number: D19/27224**

**SUBJECT HEADING:**

**FURTHER DEALING OVER RESERVE FOR GRAVEL PURPOSES - LOT 115 ON WV1551**

**Officer's Title:**

**Administration Officer - Land Administration**

***Executive Summary:***

*The Department of Natural Resources, Mines and Energy sought Council's views or requirements on the further dealing over Reserve for Gravel purposes being Lot 115 on WV1551.*

**Resolution No. GM/04.2019/87**
**Moved Cr Newman**
**Seconded Cr Chambers**

That Council advise the Department of Natural Resources, Mines and Energy the preferred option for access to Lot 115 on WV1551 by Axicom Pty Ltd for the proposed use of the land as a telecommunications tower is –

- Axicom Pty Ltd negotiate with the Commonwealth of Australia using the existing access easement.

CARRIED

7/0

**Responsible Officer**
**Administration Officer - Land Administration**
**Item Number:**

C.14

**File Number:** D19/27389

**SUBJECT HEADING:**
**COUNCIL OWNED LAND - LOT 1 ON RP58256 AND LOT 3 ON RP58256**
**Officer's Title:**
**Administration Officer - Land Administration**
**Executive Summary:**

Council received interest in purchasing Council owned rural land described as Lot 1 on RP58256 and Lot 3 on RP58256. This matter was previously considered by Council at its meeting on 12 December 2018.

**Moved Cr McMullen**
**Seconded Cr (Not recorded)**
**That Council:**

- Offer for sale by tender Lot 1 on RP58256 subject to Council first obtaining a current market value for the land and the establishment of the road reserve to encase the road currently off alignment within this parcel; and
- Not sell land described as Lot 3 on RP58256 due to operation of the stock route network.

NO VOTE TAKEN

No vote was taken on the draft motion, with Mayor Golder proposing the following 'Procedural Motion' for Council's consideration:

**Resolution No. GM/04.2019/88**
**Moved Cr Golder**
**That the matter lay on the table for further consideration at a later point during the meeting.**

CARRIED

5/2

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Chandler
Cr. Flynn	Cr. O'Neil

Cr. Golder	
Cr. McMullen	
Cr. Newman	

**Item Number:** C.15 **File Number:** D19/28356

**SUBJECT HEADING:** RENEWAL OF LEASE - TERM LEASE 0/238840 OVER LOT A ON SP127242

**Officer's Title:** Administration Officer - Land Administration

**Executive Summary:**

*The Department of Natural Resources, Mines and Energy sought Council's views on the renewal of Term Lease 0/238840 over Lot A on SP127242. This term lease is due to expire on 30 November 2020.*

**Resolution No. GM/04.2019/89**

**Moved Cr Chambers**

**Seconded Cr McMullen**

**That Council advise the Department of Natural Resources, Mines and Energy:**

1. The land is still required for its gazetted purpose; and
2. Council offers no objection to the renewal of Term Lease 0/238840 over Lot A on SP127242 on the condition the Registered Lessee controls pest animals and noxious plants on the land.

CARRIED

7/0

<b>Responsible Officer</b>	<b>Administration Officer - Land Administration</b>
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**Item Number:** C.16 **File Number:** D19/30629

**SUBJECT HEADING:** REVIEW OF STOCK ROUTE MANAGEMENT REGULATIONS 2003 AND STOCK ROUTE MANAGEMENT STRATEGY

**Officer's Title:** Rural Land Services & Funding Officer/Team Coordinator

**Executive Summary:**

*The Department of Natural Resources Mines and Energy are requesting stakeholders' views on the Stock Route Management Regulation 2003 and the Stock Route management Strategy 2014 – 2019. The Local Government Association of Queensland have prepared a draft submission and sought Councils endorsement.*

**Resolution No. GM/04.2019/90**

**Moved Cr Newman**

**Seconded Cr Chambers**

**That Council:**

1. Endorse the submission by the Local Government Association of Queensland in response to the consultation paper on the review of the Stock Route Management Regulation 2003 and the Stock Route Management Strategy 2014 - 2019.
2. Endorse the Maranoa Regional Council submission in response to consultation paper on the review of the Stock Route Management Regulation 2003 and the Stock Route

**Network Strategy 2014 – 2019.**

3. Provide a letter to the Local Government Association of Queensland in support of their submission.

CARRIED

7/0

Responsible Officer	Rural Land Services & Funding Officer/Team Coordinator
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Item Number: C.17 File Number: D19/30548

SUBJECT HEADING: MAJOR MITCHELL CARAVAN PARK LEASE ARRANGEMENTS

Councillor's Title: Cr. Wendy Newman

**Executive Summary:**

*Proposed review of Council responsibilities as owner/landlord of the Major Mitchell Caravan Park.*

**Resolution No. GM/04.2019/91**

Moved Cr Newman

Seconded Cr O'Neil

**That a report be prepared regarding Council's responsibilities as owner/landlord of the Major Mitchell Caravan Park for further consideration at an upcoming meeting.**

CARRIED

7/0

Responsible Officer	Manager – Facilities (Land, Buildings & Structures)
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COUNCIL ADJOURNED THE MEETING  
FOR MORNING TEA AT 10.28AM

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
COUNCIL RESUMED THE MEETING AT 11.11AM

Item Number: C.14 File Number: D19/27389

SUBJECT HEADING: COUNCIL OWNED LAND - LOT 1 ON RP58256 AND LOT 3 ON RP58256

Officer's Title: Administration Officer - Land Administration

**Executive Summary:**

*Council received interest in purchasing Council owned rural land described as Lot 1 on RP58256 and Lot 3 on RP58256. This matter was previously considered by Council at its meeting on 12 December 2018, and was laid on the table earlier during the meeting.*

**Resolution No. GM/04.2019/92**
**Moved Cr McMullen**
**Seconded Cr Newman**
**That Council:**

- Offer for sale by tender Lot 1 on RP58256 subject to Council first obtaining a current market value for the land and the establishment of the road reserve to encase the road currently off alignment within this parcel; and
- Not sell land described as Lot 3 on RP58256 due to operation of the stock route network.

CARRIED

7/0

<b>Responsible Officer</b>	<b>Administration Officer - Land Administration</b>
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**Item Number:**
**16.2**
**File Number: D19/30719**
**SUBJECT HEADING:**
**FEDERAL COMMITMENT - CENTRELINK ROMA**
**Councillor's Title:**
**Cr. Tyson Golder**
***Executive Summary:***

*That Council seek a formal commitment from all candidates and political parties involved in the Federal election that, if they are elected, they will re-open the Centrelink office in Roma.*

*This matter had been laid on the table earlier during the meeting.*

**Resolution No. GM/04.2019/93**
**Moved Cr Golder**
**Seconded Cr McMullen**

**That Council seek a formal commitment from all candidates standing for the Federal seat of Maranoa and all independent and political parties candidates standing for the Senate in Queensland that, if elected, they will re-open the Centrelink Service Centre in Roma.**

CARRIED

7/0

<b>Responsible Officer</b>	<b>Executive Services Officer</b>
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**DECLARATION OF CONFLICTS OF INTEREST – LATE ITEMS**

Cr. Flynn declared a 'Conflict of Interest' with the following item:

- LC.1 – Flood Mitigation Stage 1 – Landholder Negotiations Assessment Number 14008387  
 due to him owning a house in the area that the levee is bound by, and that voting on these matters may cause a perception that he may have directly benefited from the levee or various aspects of the levee.

Cr. Flynn foreshadowed that he would remove himself from discussions and decisions on the abovementioned item.



Mayor Golder declared a 'Conflict of Interest' with the following item:

- LC.1 – Flood Mitigation Stage 1 – Landholder Negotiations Assessment Number 14008387  
 due to his mother being the applicant under Council's consideration of this matter, and Mrs Golder having a legal agreement with Maranoa Regional Council in relation to flood mitigation back in 2014, which has not been fully completed.

Mayor Golder foreshadowed that he would remove himself from discussions and decisions on the abovementioned item.

**CONFIDENTIAL ITEM (Discussed in closed session)**

In accordance with the provisions of section 275 of the Local Government Regulation 2012, Council resolved to close the meeting to discuss item C.5, which it has deemed to be of a confidential nature and specifically pertaining to the following sections:

(d) rating concessions;

**Resolution No. GM/04.2019/94**

**Moved Cr O'Neil**

**Seconded Cr McMullen**

**That Council close the meeting to the public at 11.19am.**

CARRIED

7/0

**Resolution No. GM/04.2019/95**

**Moved Cr O'Neil**

**Seconded Cr Newman**

**That Council open the meeting to the public at 11.29am.**

CARRIED

7/0

**Item Number:**

**C.5**

**File Number: D19/28425**

**SUBJECT HEADING:**

**REQUEST FOR RATES TO BE REIMBURSED –  
 ASSESSMENT NO. 11004793**

**Officer's Title:**

**Lead Rates and Utilities Billing Officer/Systems  
 Administrator**

***Executive Summary:***

*The applicant requested a rates refund for the property from the date of purchase.*

*This matter had been laid on the table earlier during the meeting.*

**Resolution No. GM/04.2019/96**
**Moved Cr O'Neil**
**Seconded Cr McMullen**

**That in accordance with s82(3)(c) of the Local Government Regulation 2012, Council is prohibited from backdating the rates re-categorisation effective from the date of purchase.**

Cr. Newman proposed an amendment/addition to the draft motion, which was accepted by the 'Mover' and 'Secunder' of the draft motion:

**That Council investigate any other options available for support, with the result of these investigations to be presented at an upcoming meeting.**

CARRIED

6/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chandler	Cr. Chambers
Cr. Flynn	
Cr. Golder	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	

**Responsible Officer**
**Lead Rates and Utilities Billing Officer/Systems Administrator**
**LATE CONFIDENTIAL ITEM**

Mayor Golder and Cr. Flynn, having previously foreshadowed a 'Conflict of Interest' in the following item, for reasons stated under Section 'DECLARATION OF CONFLICTS OF INTEREST – LATE ITEMS,' left the Chamber at 11.43am, taking no part in discussions and debate on the matter.

Deputy Mayor, Cr. Chambers took the role of 'Acting Chair' during the Mayor's absence.

In accordance with the provisions of section 275 of the Local Government Regulation 2012, Council resolved to close the meeting to discuss item LC.1, which it has deemed to be of a confidential nature and specifically pertaining to the following section:

- (e) contracts proposed to be made by it;

**Resolution No. GM/04.2019/97**
**Moved Cr O'Neil**
**Seconded Cr Chandler**

**That Council close the meeting to the public at 11.35am.**

CARRIED

5/0

<b>Resolution No. GM/04.2019/98</b>	
<b>Moved Cr O'Neil</b>	<b>Seconded Cr Newman</b>
<b>That Council open the meeting to the public at 11.38am.</b>	
<b>CARRIED</b>	<b>5/0</b>

Mayor Golder and Cr. Flynn did not return to the Chamber having previously declared a 'Conflict of Interest' in the following item.

**Item Number:** LC.1 **File Number:** D19/31725

**SUBJECT HEADING:** FLOOD MITIGATION STAGE 1 - LANDHOLDER NEGOTIATIONS ASSESSMENT NO. 14008387

**Officer's Title:** Executive Services Officer

**Executive Summary:**

*A request was received by Council for an extension of time for mortgagee's consent until 24 May 2019 in relation to Assessment Number 14008387.*

<b>Resolution No. GM/04.2019/99</b>	
<b>Moved Cr O'Neil</b>	<b>Seconded Cr McMullen</b>
<b>That Council grant the request for extension of time until 24 May 2019.</b>	
<b>CARRIED</b>	<b>5/0</b>

<b>Responsible Officer</b>	<b>Chief Executive Officer</b>
----------------------------	--------------------------------

At cessation of discussion and debate on the abovementioned item, Mayor Golder and Cr. Flynn returned to the Chamber at 11.40am. Mayor Golder assumed the Chair.

**CLOSURE**

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 11.41am.

**These Minutes are to be confirmed at the next General Meeting of Council to be held on 8 May 2019, at Roma Administration Centre.**

.....  
 Mayor.

.....  
 Date.

**OFFICER REPORT**

**Meeting:** General 8 May 2019

**Date:** 1 May 2019

**Item Number:** 12.1

**File Number:** D19/33739

**SUBJECT HEADING:** Council Energy Efficiency Project - Solar Assessment Results

**Classification:** Open Access

**Officer's Title:** Project Officer - Program & Contract Management

**Executive Summary:**

A Solar Energy Design Assessment was conducted to examine the potential benefits of installing Photo Voltaic (PV) Solar Energy Systems across a range of Council sites located in the towns of Roma, Surat and Mitchell.

It is recommended that Council receive this report & proceed to detailed design for the sites recommended within the Report.

**Officer's Recommendation:**

That Council:

1. Receive the Solar Energy Design Assessment Report
2. Proceed to detailed design for installation of PV Solar Systems at 13 Council facilities

Roma Airport	Roma Saleyards
Roma Sports Centre (PCYC)	Roma Swimming Pool
Roma Administration Building	Mitchell Hall
Roma Library	Mitchell Administration Building
Roma Depot	Mitchell Library / Gallery
Roma Big Rig	Surat Administration Building
Mitchell Depot – Option 1	

**Individuals or Organisations to which the report applies:**

***Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?***

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

Nil

**Acronyms:**

**Are there any industry abbreviations that will be used in the report?**

*Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).*

Acronym	Description
Photovoltaics (PV) e.g. Solar PV or PV	Photovoltaics is a phenomenon studied in physics, photochemistry and electrochemistry. It is the conversion of light

Solar	into electricity. A PV Solar System uses semi-conducting materials (e.g. solar cells) to generate electrical power.
MSB	Main Switchboard
ROI	Return on Investment

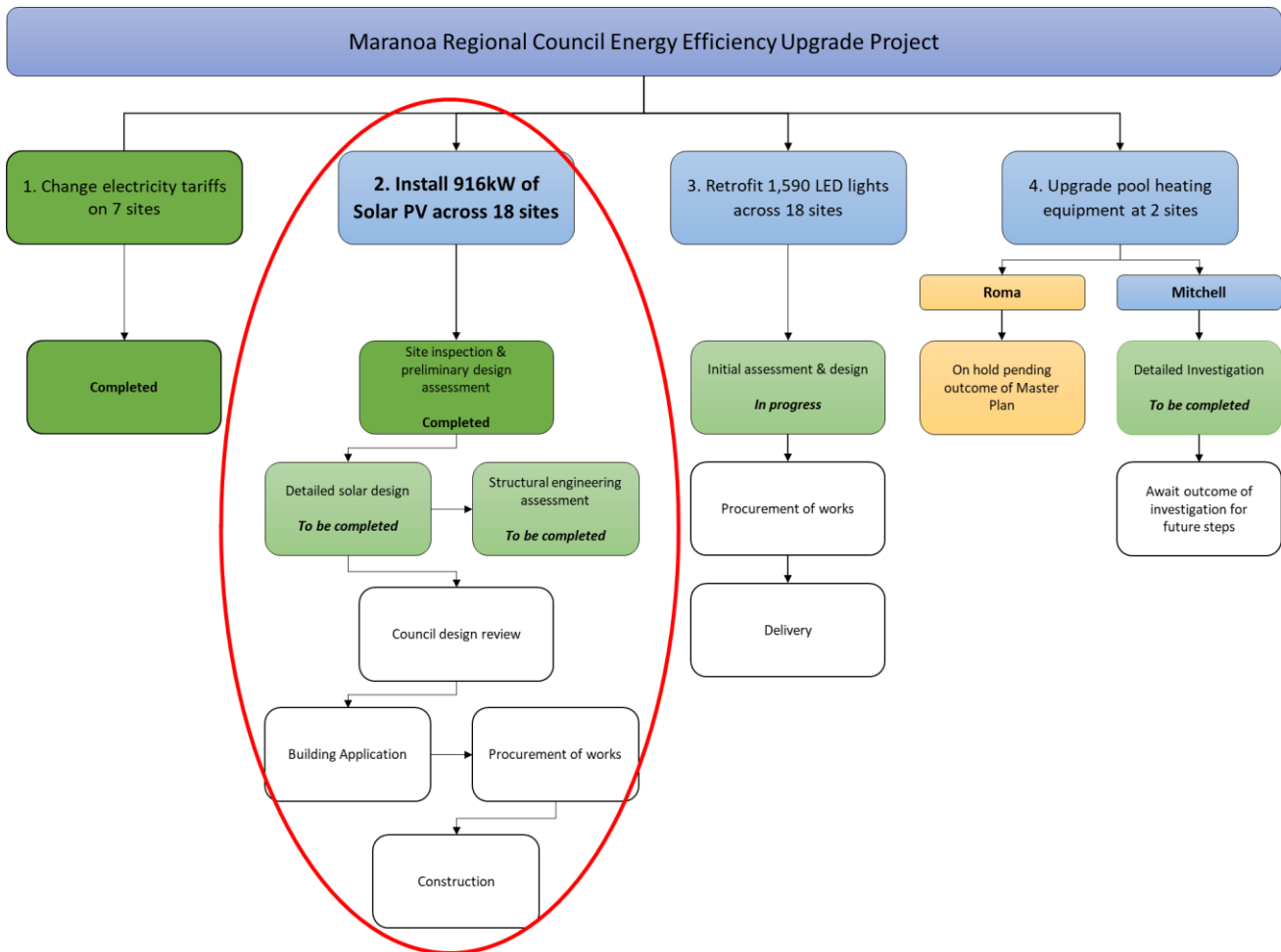
**Context:**

**Why is the matter coming before Council?**

In March 2018, Humenergy Group were engaged by Council to conduct a Level 1 Energy Audit on 19 key assets located in Roma, Mitchell and Surat. The audit covered 7 offices, 4 tourist/events facilities, 3 swimming pools, 2 workshops, 1 Airport, 1 major saleyard facility, and 1 sports centre. An analysis of each site was undertaken to identify energy saving measures.

There were four key recommendations identified as part of the Audit:

1. Change electricity tariffs on 7 sites
2. Install 916kW of Solar PV across 18 sites
3. Retrofit 1,590 LED lights across 18 sites
4. Upgrade pool heating equipment at 2 sites



This report is intended to provide Council with an update on the project activities associated with the Recommendation 2 – Install 916kW of Solar PV across 18 sites.

Work is also currently underway on Recommendation 3 – Retrofit 1,590 LED lights across 18 sites. Council have received the first draft of the Assessment Report; a separate Officer's Report will be tabled at a future Council meeting.

**Background:**

***Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)

In February 2019, Ashburner Francis were engaged by Council to complete a Solar Energy Design Assessment for the installation of PV Solar systems across the 19 sites identified in the Level 1 Energy Audit.

A site visit was conducted in early March to gain a further understanding of each site's unique characteristics and surrounding facilities. Following this visit, the Design Assessment has recommended that Council proceed to the detailed design for the installation of Solar PV across 13 of the original 19 sites.

Site	Recommendation	PV Solar Size (kW)	Comments
Roma Airport	<b>Recommended</b>	250	The airport at Roma has the highest potential for PV Solar energy due to its unique location and the scale of its electricity consumption. It is the biggest electricity user out of all the Council sites (300MWh plus, annually). There are three options for PV Solar installation at the Roma Airport site, which are discussed below.
Roma Sports Centre (PCYC)	<b>Recommended</b>	100	It is recommended that PV Solar be installed only on the high ceiling roof for the ease of installation and wiring.
Roma Administration Building	<b>Recommended</b>	70	The building has a multiple sections of roof space that face different directions and tilt angles which makes the installation more complex than the other sites. An initial 70kW capacity has been proposed until the detailed inspection by the structural engineer has been completed.
Roma Library	<b>Recommended</b>	70	The site is recommended for PV Solar installation to offset the ongoing running cost.
Roma Depot	<b>Recommended</b>	70	Due to the numerous buildings that make up this site, three separate PV Solar systems are recommended for installation to offset the ongoing running cost
Roma Big Rig	<b>Recommended</b>	30	The site is recommended for PV Solar installation to offset the ongoing running cost.
Mitchell Depot	<b>Recommended</b>	30	The largest building in Mitchell which has the highest PV Solar potential in the Region; although it is limited by the relative low energy consumption of 90MWh annually. There are glazed roof light stripes at regular

**Maranoa Regional Council**

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			intervals of the roof which affects the number of panels can be installed. Although a 100kW system could be installed, a 30kW system is proposed to offset the low power usage with low capital cost, and high ROI.
Roma Saleyards	<b>Recommended</b>	30	It is recommended that PV Solar systems are installed at the new Roma Saleyards building following its completion.
Roma Swimming Pool	<b>Recommended</b>	5	Small PV Solar system can be installed on the roof of office/tuck shop to offset main site usage of air-conditioning and lights.
Mitchell Hall	<b>Recommended</b>	15	PV Solar installation constrained by the limited roof space; however, PV Solar installation is recommended
Mitchell Administration Building	<b>Recommended</b>	15	PV Solar installation constrained by the limited roof space and obstructions on roof (e.g. air conditioning). However, PV Solar installation is recommended
Mitchell Library / Gallery	<b>Recommended</b>	10	PV Solar installation constrained by the limited roof space; however, PV Solar installation is recommended
Surat Administration Building	<b>Recommended</b>	15	PV Solar installation constrained by the limited roof space and obstructions on roof (e.g. air conditioning). However, PV Solar installation is recommended
Roma Bassett Park	<b>Not recommended</b>	-	Further work would be required on the MSB before any PV Solar work can be recommended.
Surat Swimming Pool	<b>Not recommended</b>	-	This site has limited usage and low energy consumption. Installation of PV Solar is not recommended.
Surat Showground	<b>Not recommended</b>	-	This site has limited usage and low energy consumption. Lights are mainly used for night activities. Installation of PV Solar is not recommended.
Surat Library / Gallery	<b>Not recommended</b>	-	The building's roof faces south and has numerous obstacles which would cause shading of solar panels, such as roof light, air-conditioning and ventilation. Installation of PV Solar is not recommended.
Mitchell Swimming Pool	<b>Not recommended</b>	-	This site has limited usage and low energy consumption. Installation of PV Solar at is not recommended.
Mitchell Showground	<b>Not recommended</b>	-	This site has limited usage and low energy consumption. Lights are mainly used for night activities. Installation of PV Solar is not recommended.
Roma Arthur St Carpark	<b>Not recommended</b>	-	The site was raised by Council staff as a potential PV Solar car park shade structure. The high cost of replacing the current car shading (canvas) with PV Solar shading gives a very low return of investment rate (20 years plus); therefore, PV Solar installation is not recommended

**Roma Airport Site Options:**

The airport at Roma has the highest potential for PV Solar energy due to its unique location and the scale of its electricity consumption. It is the biggest electricity user out of all the Council sites (300MWh plus, annually), with parking close to the main terminal. The airport is surrounded by a large stretch of vacant land which is owned by the Council thus providing several PV Solar options. Due to the unique shape of the new terminal roof, the most common PV Solar option of roof flush mounting the was not considered.

**Option 1 – PV Solar Carpark Shade Structure 250kW**

The Main Switchboard is located at the Front (east side) of the new terminal which is approximately 35m from the main car park area. Current car park shading setup allows a minimum of 250kW which can be increased to meet future airport expansion or a major PV Solar power exporting site. This option has a high initial capital cost and will cause the loss of some car-park fee revenue during the construction/repair stage. It does however offer better amenity to carpark users by providing shading. It would be recommended that the shades structure is constructed along the rows closest to the Airport terminal, which are currently reserved for rental cars rather than resident parking. If this option is Council’s preference, it would be recommended that a review of the allocation of resident and rental car parking spaces be undertaken.

**Option 2 – Ground Mounted Tilt Racking 250kW**

This option allows for the solar panels to be installed to capture the maximum efficiency of the solar panels. The option also allows for any future expansions and offers flexibility in the final installation as the Council owns all the lands surrounding the airport.

**Option 3 – Only on Old Terminal 5kW**

This option is presented due to the high initial capital cost of the first two options. PV Solar panels can be only installed on top of the old airport terminal which has a separated electrical metering system. The cost and time for this setup will be minimal.

Option 1 (carpark shade) can be installed for a capital cost of approximately \$500,000, which provides a simple ROI for Council of 9%, and provides a secondary benefit to airport users. Option 2 (ground mounted), can be installed for a capital cost of approximately \$400,000, which provides a simple ROI for Council of approximately 11%. Option 2 does not provide any secondary benefits to airport users; however, it does provide flexibility to Council for future expansion.

It is recommended that Council receive the Solar Energy Design Assessment Report, and proceed to detailed design of PV Solar installation for the following 13 Council facilities:

Roma Airport – Option 1	Roma Saleyards
Roma Sports Centre (PCYC)	Roma Swimming Pool
Roma Administration Building	Mitchell Hall
Roma Library	Mitchell Administration Building
Roma Depot	Mitchell Library / Gallery
Roma Big Rig	Surat Administration Building
Mitchell Depot – Option 1	



**Legislation, Local Laws, State Policies & Other Regulatory Requirements:**

***What does the legislation and other statutory instruments include about the matter under consideration?*** (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

There are a range of Government Regulations and Incentives associated with the reduction of emissions of greenhouse gases in the electricity sector. These have been detailed in the attached report.

The installation works will need to comply with the relevant requirements of the Building Code of Australia and the Electrical Safety Act.

**Council Policies or Asset Management Plans:**

***Does Council have a policy, plan or approach ordinarily followed for this type of decision? What are relevant sections of the policy or plan?***

(Quote/insert the relevant section's wording / description within the report)

Nil

**Input into the Report & Recommendation:**

***Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say?*** (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Humenergy – the authors of the Level 1 Energy Audit

Ashburner Francis – the authors of the Solar Energy Design Assessment

Director – Development, Facilities & Environmental Services

**Funding Bodies:**

***Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application.*** (Please do not just include names)

N/A

**This Financial Year's Budget:**

***Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$) Is this already included in the budget? (Include the account number and description).***

***If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?***

Council have allocated \$1,500,000 to this Financial Budget Year's Budget (WO 19808) for "Energy Upgrades to Council Facilities across the Maranoa Region"

The Solar Energy Design Assessment Report lists the indicative cost for installation of PV Solar at the 13 Council facilities, a cost of \$1,230,500.

Summary Table of Costs for PV Solar System

Site	PV Solar Size (kW)	Capital Cost (\$)	Annual Savings (\$/year)	Simple ROI
Roma Airport (Option 1) Solar Carpark Shade	250	\$500,000	\$43,800	8%
Roma Airport (Option 2) Ground Mounted Solar System	250	\$400,000	\$43,800	11%
Roma Sports Centre (PCYC)	100	\$160,000	\$23,321	15%
Roma Administration Building	70	\$120,000	\$29,441	25%
Roma Library	70	\$110,000	\$24,968	23%
Roma Depot	70	\$120,000	\$28,210	24%
Roma Big Rig	30	\$45,000	\$12,747	28%
Mitchell Depot (Option 1)	30	\$45,000	\$12,546	28%
Roma Saleyards (Based on Old Building)	30	\$45,000	\$12,747	28%
Roma Swimming Pool	5	\$7,500	\$2,124	28%
Mitchell Shire Hall	15	\$21,000	\$8,163	39%
Mitchell Administration	15	\$21,000	\$4,707	23%
Mitchell Library/Gallery	10	\$15,000	\$2,306	15%
Surat Administration	15	\$21,000	\$4,060	20%
<b>Grand Total</b>	<b>710</b>	<b>\$1,130,500</b> - <b>\$1,230,500</b>	<b>\$208,140</b>	<b>17 - 19%</b>

**Future Years' Budgets:**

*Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)?* (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

Initial savings on Council electricity bills has been identified by Ashburner Francis at approximately \$208,000 per year.

**Impact on Other Individuals or Interested Parties:**

*Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?* (Interested Parties Analysis - IS9001:2015)

Nil

**Risks:**

*What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does)* (List each identified risk in a table)

Risk	Description of likelihood & consequences
Roma Swimming Pool Feasibility Study	A feasibility study is being undertaken into the Roma Pool. It is recommended that Council approve proceeding to detailed design for this site; however, the design works will be subject to the outcome of the Feasibility Study.

**Advice to Council:**

*What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?*

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee’s professional opinion)

That Council receive the Solar Energy Design Assessment Report and proceed to detailed design for the installation of PV Solar Systems across 13 Council sites.

**Recommendation:**

*What is the ‘draft decision’ based on the advice to Council?*

*Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?*

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

*Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?*

That Council:

1. Receive the Solar Energy Design Assessment Report
2. Proceed to detailed design for installation of PV Solar Systems at 13 Council facilities

Roma Airport	Roma Saleyards
Roma Sports Centre (PCYC)	Roma Swimming Pool
Roma Administration Building	Mitchell Hall
Roma Library	Mitchell Administration Building
Roma Depot	Mitchell Library / Gallery
Roma Big Rig	Surat Administration Building
Mitchell Depot – Option 1	

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 2: Delivering strong financial management

2.4 Control our costs

2.4.3 Critically examine expenditure and identify and implement ways to “Tighten the Belt” having regard to falling external revenue.

**Supporting Documentation:**

Nil

**Report authorised by:**

Deputy Director Infrastructure Services/Strategic Road Management

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

**INFORMATION REPORT**

**Meeting:** General 8 May 2019

**Date:** 11 April 2019

**Item Number:** 13.1

**File Number:** D19/28751

**SUBJECT HEADING:** Regional Pool Management Report March 2019

**Classification:** Open Access

**Officer's Title:** Administration Officer - Council Buildings & Structures

**Executive Summary:**

Across the region, Council maintains five swimming pool complexes and the Great Artesian Spa complex.

Contractors operate the pools under Management Agreements, and provide monthly reports to Council identifying attendance, pool temperatures, chemical levels, maintenance issues and consumables.

Reports presented for the Month of March 2019 include Denise Spencer Pool Roma, Wallumbilla Pool, Surat Pool, Injune Pool, Mitchell Pool and The Great Artesian Spa.

**Officer's Recommendation:**

That Council receive the Regional Swimming Pool reports for the Denise Spencer Pool Roma, Wallumbilla Pool, Surat Pool, Mitchell Pool, Injune Pool and the Great Artesian Spa for the month of March 2019.

**Background:**

Due to the risk and nature of public pools, this report is presented to Council to keep Councillors informed of any ongoing issues with our regional pools.

**Body of Report:**

Issued maintenance requests and current actions tabled below:

<b>DENISE SPENCER POOL ROMA</b>	First Aid Equipment.	Non required
	Consumables pool testing tablets & Acid	Requested quote
	Maintenance – Water tap water play park pump shed	Plumbers have inspected was working on the day of inspection will continue to monitor
	Maintenance Missing Tiles shallow end of 50mt pool	Due to aging surface of the pool and tiles, the movement in the ground is causing the tiles to crack leaving sharp edges. Need-it is being placed on the sharp

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**General Meeting - 8 May 2019**

		edges of the tiles as a short term repair. Long term budget considerations for pool upgrade.
	Water play park bunding	New wheelie bin supplied
	Pest control	Scheduled June 2019
	Mowers servicing.	Defect sent to plant in October for this to be completed.
	Request for fans to be installed into the seating area outside the kiosk.	Budget considerations.
<b>Surat Pool</b>	First Aid	Non Required
	Consumables ½ pallet Acid 5lt bottles	Quote requested
	Maintenance – Leaking seal on sand filter.	Part of capital upgrade on wading pool.
	Wading pool – Valve on filter leaking while backwashing.	Part of capital upgrade on wading pool.
	Wading pool – Opening and closing valve to be replaced.	Part of capital upgrade on wading pool.
	Wading pool – drain pipe replacement	Part of capital upgrade on wading pool.
	Rust coming through the wall on the 25m pool.	Requires fibre glassing to coping tile to prevent further decay of pool. This will require capital upgrade. Proposed 2019/20 budget
	More holes and gaps appearing around the concourse of the 25m pool.	This is being investigated.
	Handrails rusted out.	To be repaired.
	Blanket roller bearing is damaged and needs replacing.	This is being investigated to see what needs to be ordered to fix.
	Main circulation pump is corroded.	Surat Plumbers have ordered parts to replace it.
	Safety – No dry area/shade for patrons	Surat pool has no shade or shelter area if it rains. Identified in previous pool audits. Proposed 2019/20 budget consideration.
	Concreted BBQ area	Future budget consideration.

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	Water laying in the back gate area when it rains.	The run off from the recreation reserve behind the pool causes water to gather along the back gate area of the pool. Proposed 2019/20 budget consideration.
<b>Wallumbilla Pool</b>	First Aid supplies	None Required
	Maintenance/Safety Issues.	All maintenance and safety issues requested are to be completed by the school.
	Pest Control and service of equipment.	To be completed in the off season as requested by contractor.
	Dolphin wave pool vacuum bag clip.	Purchased.
	Pool Hoist	Request as there are no stairs into the pool only a ladder. Referred to school for consideration.
	Extra Lighting	Referred to the school for consideration
	Air conditioning kiosk	Referred to the school for consideration
	Removal of chemical drums	Referred to the school for disposal
<b>Injune Pool</b>	First Aid supplies	Non Required
	Consumables order	Non Required
	Smoke detector Pump shed	Not working – Electrician engaged to repair
	Wading pool mushroom tap not working	Requested quotes
<b>Mitchell Pool</b>	First Aid Supplies	Non Required
	Consumables	Non Required
	Maintenance	Non Required
<b>Great Artesian Spa</b>	First Aid supplies	Not required
	Consumables order	Request a quote
	Gas Stove element	CR to Council plumbers to repair
	Rowing Machine and Smiths Machine require servicing	Request a quote from Australian fitness servicing
	New Path Slippery when wet	Has been inspected recommended to be treated with non-slip coating Council painter scheduled to complete,

	Dosing pump	Pump has been sent away for repair. Spare pump fitted.
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**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.9 Manage Council's land and buildings that contribute to the provision of a range of services across the region and are used by residents, visitors, business, industry and Council

4.9.4 Manage the region's 6 swimming pools.

**Supporting Documentation:**

- 1 [↓](#) Wallumbilla Pool Monthly Pool Management Report - March 2019 D19/28574
- 2 [↓](#) Surat Pool Monthly Pool Management Report - March 2019 D19/28576
- 3 [↓](#) Great Artesian Spa Monthly Management Report - March 2019 D19/28432
- 4 [↓](#) Denise Spencer Memorial Pool Roma Monthly Pool Management Report D19/28573
- 5 [↓](#) Mitchell Pool Monthly Pool Management Report D19/31140
- 6 [↓](#) Injune Swimming pool - Monthly Pool Management Report D19/30991

**Report authorised by:**

Manager - Facilities (Land, Buildings & Structures)

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

**Maranoa Regional Council**  
**WALLUMBILLA POOL MANAGEMENT REPORT**  
**For the Month of March 2019.**

**1. Pool Entries**

	General Entry	Schools	Race Night	Squad	Learn to Swim	AquaFit	Total
Adult	42	0	0	0	0	0	42
Children	23	0	0	0	20	0	65
						<b>Total</b>	<b>107</b>

Comments: I do not have numbers for school swimming or club nights.

**2. Pool Chemical Log**

Averages	Chl PPM	PH	T/A	CaH	Temp	TDS	SI
Week 1	2 - 4	8.00	150	200	27°	6.0	0.2
Week 2	2 - 4	7.95	130	130	27°	6.0	-0.5
Week 3	2 - 4	8.00	150	115	27°	6.0	-0.1
Week 4	2 - 4	7.95	110	125	27°	6.0	0.05

Comments:- Water clarity is great.

**3. First Aid Kit Check/ Oxygen Resuscitation Kit - Replacement Supplies Required (please list):-**

None required

**4. Consumables - Items required e.g. Toilet paper, hand towel, soap (please list):-**

Distilled water

**5. Maintenance request (please list):-**

Ride on mower blades need replacing they are blunt and not cutting the grass, I would say it needs a service as well.

Clip for dolphin wave 100 vacuum bag. (as per phone call to Ros I ordered these myself as they were urgent)

Removal of trees – there are gum trees around the pool that create a huge mess daily and the flowers are hard to get rid of as they float on top of the water.

Removal of contaminated dirt and top dressing with feed lot manure to establish grass. Is there a grant that could help with this?

**7. Safety Issues (Please list)**

- Pool hoist as there is no steps for older people to enter the water. This was also identified by a patron as their friend couldn't come to the pool as she couldn't enter or exit the pool.
- Extra lighting for night use (photo below)

**8. Safety Issues Resolved**

NA

**9. Incidents (please ensure all incidents are reported to council the same day they occur on council's incident form )**

None to report



10. Issues with unruly patrons ect (Drunk, abusive, violation of pool rules)

No

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11. Any other issues that should be reported to council

The kiosk is not lined and has no air conditioning and really is a hot box. We took the thermometer in there and it was 36 degrees with everything open. Could you approach school and see if they would like to go halves in lining it. Christmas holidays last year Kirsten York (swim club) made mention of wanting to get it done. Disposal of chemical drums. Where is the nearest depot for disposable chemical drums?

Photos

- Needs more lighting for night use.



Off Season Jobs

- Pest control - to spray all buildings and sheds.
- Service mowers, whipper snipper, blower – 1 x ride on, 1 x push mower, 1 x whipper snipper
- Service dosing pumps

Name & Signature of Pool Manager

Signed:- M N SUTTON

Date : 09.04.2019

**Maranoa Regional Council**  
**SURAT POOL MANAGEMENT REPORT**  
**Month of March, 2019.**

- **Pool Entries**

	General Entry	Schools	Race Night	Squad	Learn to Swim	Aqua Ducks	Total
Adult	60	0	-	-	-	11	71
Children	79	0	-	6	40	-	125
<b>Total</b>							<b>196</b>

Comments: .

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- **Pool Chemical Log**

25m Pool	Averages	Chl PPM	PH	T/A	CaH	Temp	TDS	SI
	Week 1	3.00	7.75	70	140	29°	1900	-0.05
	Week 2	3.50	7.80	80	140	29°	1900	0
	Week 3	3.80	7.80	80	160	29°	1900	0
	Week 4	3.50	7.70	95	150	29°	1900	0
Wading Pool	Averages	Chl PPM	PH	T/A	CaH	Temp		
	Week 1							
	Week 2							
	Week 3							
	Week 4							

**Comments:-** Water clarity is excellent. Running the pH around the 7.80 to keep my alkalinity around the 80 without adding bicarb all the time.

Wading pool is empty.

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- **First Aid Kit Check/ Oxygen Resuscitation Kit - Replacement Supplies Required (please list):-**

None required. I have a couple thing out of date or just on due but will order August in time for the start of season.

- **Consumables - Items required e.g. Toilet paper, hand towel, soap (please list):-**  
 ½ a pallet of Hydrochloric Acid 5L bottles.

• **Maintenance Issues (please list):-**

- Leaking seal on Sand filter. (photo below) reported 10/01/18
- Sharp point on hand rail. A patron came across it on 1/12/17 and notified me. (have put putty over it)
- Wading pool – opening and closing valve needs replacing.
- Wading pool - valve on the filter leaks after doing a backwash.
- Wading Pool – drain pipe will need to be replaced in the off season.
- Rust coming through in 25m pool – *pictured below*.
- There are holes and gaps appearing around the concourse. Some have been there a long time and have been checked and cleared however I think it’s time to have them rechecked as there are new holes appearing.

Note: I rang Rob Hayward on the 28/11/18 to explain how the concourse has sagged taking photos of it doesn’t really show how bad it has gotten.

- Hand rail on ladder located deep end West side is rusted out.
- Blanket roller bearing is damaged and needs replacing.
- Main circulation pump is corroded (Josh Broadhead was ordering parts to replace).

• **Safety Issues (Please list)**

- Shade/ shelter area as identified in the audit. Surat Pool has no shelter for patrons to stand under when it rains.
- HEALTH HAZZARD in October I had problems with the ladies amenities blocking and have discovered that the septic and storm water is all connected. I had faeces coming up in the change room and over flowing in the BBQ area. I have moved the BBQ outside the fenced area until we can make the BBQ area hygienic again. I have suggested concreting the area that way if the drain trap (DT) overflows again we can wash the area down with sanitiser. Emailed Facilities 26/10/17. UPDATE: new toilets and pipes have been put in, can we lay a cement pad down for hygiene?
- Mosquito breeding ground at the back gate every time it rains as there is no drainage between the Rec oval and the pool. *Picture below*.
- First aid room. Identified in the audit.

• **Safety and Maintenance Issues Resolved this month**

pop up sprinklers replaced

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• **Incidents (please ensure all incidents are reported to council the same day they occur on council’s incident form )**

Nothing to report.

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• **Issues with unruly patrons ect (Drunk, abusive, violation of pool rules)**

None to report

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• **Any other issues that should be reported to council**

Nothing to report.

Photos

- Leaking seal on Sand filter.



- Rust – there is rust coming through at the shallow end of 25m pool



- Gaps in concourse - Hard to see in the photo.



- Hand rail rusted out.



- Mosquito breeding ground



Off Season Jobs

- Wading Pool – drain pipe will need to be replaced in the off season. April 2018
- Pest control - to spray all buildings and sheds. Sprayed May 2017
- Service mowers, whipper snipper, blower – 1 x ride on, 1 x push mower, 1 x whipper snipper, 1 x blower
- Service dosing pumps – August is a good time to do this. Last serviced 19/09/2017

Wish List

- Covered area for shelter and shade. There is a small area at the entrance of the facility that people can take shelter if it rains. (Patrick measured this up when he was here)
- Tables and chairs for the sheltered area
- Office/first aid room – on Ros Waldron’s pool visit (26/10/17) we spoke about my lack of room and how much I am cramming into a small space. I have previously had in my monthly reports about turning the front room (adjacent the kiosk, though the wall of picture 3) into an office. If we can put a double door through that wall it can be a first aid and office combined ticking off on issues brought up in our audit.  
When Ricky Jones was here measuring up the amenities I asked if he could look at the possibility of doing this. Firstly he said it could be done, secondly he said that the brick wall is a load bearing wall and that there will need to be electrical work done as in rerouting wiring and split system air conditioner.



Name & Signature of Pool Manager

Name:- Mel Sutton – Outback Swim School - Manager Surat Pool

Signed:- *Mel Sutton*  
M N SUTTON

Date : 09.04.2019

**Maranoa Regional Council**  
**Monthly Pool Management Report**  
**For the Month of March 2019**

**Pool Name – Great Artesian Spa**

**1. Pool Entries**

	General Entry	School Group	Swimming Club	Learn to Swim	Other
<b>Adult</b>	645				281
<b>Children</b>	Combined with adults				

**Comments:-**

Friday Morning Tea – 3, Sunday Breakfast – 76, Vital Health - 34

**2. Gymnasium Use:**

**Comments:**

274 entries into the gym, a total of 44 adults and 4 children attended Zumba and a total of 42 attendees for Yoga.

**3. Cold Pool Chemical Log**

Averages	Chlorine PPM	PH	Total Alkalinity	Calcium
<b>Week 1</b>	2.80	7.50	2.0AF	1.9CF
<b>Week 2</b>	2.59	7.45	2.0AF	2.1CF
<b>Week 3</b>	3.05	7.48	2.3AF	2.1CF
<b>Week 4</b>	3.07	7.66	2.2AF	2.2CF

**Comments:-**

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**4. Hot Pool Chemical Log**

Averages	Chlorine PPM	PH	Total Alkalinity	Calcium
<b>Week 1</b>	3.60	7.50	1.6AF	1.9CF
<b>Week 2</b>	3.65	7.52	1.7AF	2.1CF
<b>Week 3</b>	3.69	7.81	1.9AF	2.1CF
<b>Week 4</b>	2.53	7.56	2.0AF	2.1CF

**Comments:-**

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5. Cold Pool Temperature

	Daily Average
Week 1	29
Week 2	29
Week 3	30
Week 4	26

Comments:-

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6. Hot Pool Temperature

	Daily Average
Week 1	40
Week 2	40
Week 3	40
Week 4	40

Comments:-

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7. First Aid Kit Check

Replacement Supplies Required (please list):-

No items required.

8. Consumables

Items required eg. Toilet paper, hand towel, soap (please list):-

20L Acid (half a pallet), DPD1 x 5 boxes, DPD3 x 5 boxes, 25L Versadet x 1.

## 9. Maintenance Issues (please list):-

**Booringa Action Group Inc.  
Outstanding Maintenance Report**

Date	Num	Description
05/09/2018	40	Request for inspection of new concrete pathway and entry into the hot pool.
10/04/2019	68	The middle element on the stove in the hall kitchen isn't working.
10/04/2019	69	Rowing machines in the gym both need to be looked at. Both are faulty.
10/04/2019	70	2 x pool thermometer for skimming baskets need to be replaced.
10/04/2019	71	On site inspection and service of the automatic dosing equipment is requested.

**10. Any other Issues Requiring Reporting**

The Spa pools were closed on Monday April 1 until Thursday April 4 following the detection of Pseudomonas in the cold pool. During that time the pools were super-chlorinated, emptied and scrubbed to eliminate the possibility of a further bacterial infestation. The chlorine pump on the cold pool was replaced by Council staff on April 9 after a complete electrical failure of the existing unit. We believe that the old unit may have been failing intermittently as staff had been recording very low free chlorine readings at start up each morning for several days prior (which necessitated manual dosing to elevate the disinfection capacity of the water). Our testing regime has been increased to monitor the situation more closely. An onsite inspection and service of the automatic dosing equipment would however be prudent following the failure of the cold pool unit. We have also passed on some information to Facilities about a widely used biocide (Zydox) which can be added to pools to safeguard against bacterial infestation such as pseudomonas, Giardia and Cryptosporidium. It is used in all Brisbane City pool including Southbank. For small pools like the Spa, it can be used in tablet form.

Name &amp; Signature of Pool Manager

Signed:



Jeff Watson

Date: 10/04/2019





Maranoa Regional Council  
 Monthly Pool Management Report  
 For the Month of <sup>MARCH</sup> February 2019

**Pool Name – DENISE SPENCER MEMORIAL POOL**

**1. Pool Entries**

	General Entry	School Group	Swimming Club	Squad	Aqua Aerobics	Vital Health	Learn to Swim	Season Pass
Adult	2005		54		106	21		452
Pensioner-65+	110					31		
Children	1570		99	356			1000	176

Comments: Many of my figures rely on people completing data sheets on entry

25<sup>th</sup> May Jade Edmestone Clinic

Brett Glistler is bringing a busload of medal winning athletes from all sorts of aquatic disciplines to participate in a swim clinic and mini comp.

**2. Pool Chemical Log**

Averages	Chlorine PPM	PH	Total Alkalinity	Calcium
Week 1	2-3	7.6	61	70
Week 2	2-3	7.6	55	60
Week 3	2-3	7.6	44	60
Week 4	2-3	7.6	39	150

Comments:-

From June Report

Bird poo is a real issue and so are broken rotten eggs with dead chicks inside ending up in the pool. Berries and fronds are falling from palm trees into waterpark. The trees may need trimmed again. Rats climbing in and out of ceiling near entrance early in the morning. Bird mesh went up, but the pigeons just fly underneath so this is still an issue.

**3. Pool Temperature**

	Daily Average
Week 1	27
Week 2	27
Week 3	27
Week 4	27

Comments:-

4. First Aid Kit Check/ Oxygen Resuscitation Kit -
5. Consumables –

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- Alkalinity and Calcium Hardness Testing Tablets
- 20 litre Acid

6. Maintenance Issues (please list):-

The tap in the water park shed does not always supply water to clean filters. Sometimes when the valve is open nothing happens.

I require Bunding for Chlorine in Play Park Shed that meets recommended guide lines.

Tiles missing from pool still near shallow end stairs waterpark side.

My mowers could potentially be serviced. Whipper snipper starts and then dies and does not cut grass. I don't know if the facility was sprayed this season. I have loads of redbacks.

7. Safety Issues (Please list)

8. Safety Issues Resolved

9. Issues with unruly patrons ect (Drunk, abusive, violation of pool rules)

10. Incidents:

2/03/19

- Tile cut shallow end of 50m pool/left side (water park side)

22/03/19

- Tile cut

11. Any other issues that should be reported to council

It is very hot in the office and under the entrance of the pool and with the low roof it does not allow for good circulation of air. Council offered to air-condition my office a few years back, but I declined the offer as I did not want staff congregating in the office instead of lifeguarding on hot days. I have since found a solution to make the pool concourse healthier and more enjoyable for patrons. Outside of Bakaroma they have big industrial fans that gently spray water. These would move the chloramines and help to freshen up the entrance to the pool and concourse area. I would like this idea to go to council and I will be happy to assist with the cost as it would make my staff and I more comfortable. It would also make the under-cover area more comfortable for the patrons.

Name & Signature of Pool Manager

Signed:- *Stacey Robertson*

Date: 1/04/2019

**Maranoa Regional Council**  
**Monthly Pool Management Report**  
**For the Month of March 2019.**

**Pool Name – Mitchell Memorial Swimming Pool**

**1. Pool Entries**

	General Entry	Average per day pool is open	School Group	Swimming Club	Learn to Swim	Other
Adult	41	1.5	N/A	N/A	N/A	N/A
Children	69	2.6	MSS-301 StPats-115 Mungallala-8	153	24	N/A
Family (2Adults&2Children)	2		N/A	N/A	N/A	N/A

Comments:-

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**Pool Chemical Log**

Averages	Chlorine PPM	PH	Total Alkalinity	Calcium
Week 1	2.01	7.62	100	80
Week 2	2.25	7.70	110	90
Week 3	1.72	7.67	100	80
Week 4	2.75	7.73	100	90

Comments:-

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**2. Pool Temperature**

	Daily Average
Week 1	26.5
Week 2	25.9
Week 3	28.5
Week 4	24.4

Comments:-

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**3. First Aid Kit Check/ Oxygen Resuscitation Kit - Replacement Supplies Required (please list):-**

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**4. Consumables**

Items required eg. Toilet paper, hand towel, soap (please list)

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**5. Maintenance Issues (please list):**

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**7. Safety Issues (Please list)**

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**8. Safety Issues Resolved**

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**9. Incidents (please ensure all incidents are reported to council the same day they occur on council's incident form )**

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**10. Issues with unruly patrons ect (Drunk, abusive, violation of pool rules)**

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**11. Any other issues that should be reported to Council**

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Name & Signature of Pool Manager

Signed:- Katrina Mansfield

Date :- 13<sup>th</sup> April 2019

**Maranoa Regional Council**  
**Monthly Pool Management Report**  
**For the Month of March 2019**  
**Pool Name – Injune Swimming Pool**

**1. Pool Entries**

	General Entry	School Group	Swimming Club	Learn to Swim	Other
Adult	210	22	41		12
Children	331	63	87	58	

**Comments** During March community groups including water aerobics, adult squad training group, school swimming, learn to swim and swim club all held end of season activities at the pool. Injune Pool will close another successful season on 18<sup>th</sup> April and reopen for the new season on 25<sup>th</sup> September.

**Pool Chemical Log**

Averages	Chlorine PPM	PH	Total Alkalinity	Calcium
Week 1	2.9	7.7	83	170
Week 2	3.1	7.8	81	190
Week 3	3.0	7.8	78	210
Week 4	2.8	7.7	84	180

**Comments:****2. Pool Temperature**

	Daily Average
Week 1	28.1
Week 2	28.3
Week 3	27.6
Week 4	26.2

**Comments:-****3. First Aid Kit Check/ Oxygen Resuscitation Kit - replacement Supplies Required (please list):-**

4. Consumables Items required eg. Toilet paper, hand towel, soap (please list):

5. **Safety Issues (Please list) Issues with unruly patrons ect (Drunk, abusive, violation of pool rules)**

Smoke detector in the pump shed has repeated false alarms

Wading pool mushroom taps have stopped working

6. **Safety Issues Resolved incidents (please ensure all incidents are reported to council the same day they occur on council's incident form** Chlorine tank tap, cut out switch and level gauge have been repaired.

6. Any other issues that should be reported to council

Name & Signature of Pool Manager

Version 3. 03/06/15 Maranoa Regional Council

Signed:- \_K. Wolski\_\_\_\_\_

Date : 11/4/19

**OFFICER REPORT**

**Meeting:** General 8 May 2019

**Date:** 16 April 2019

**Item Number:** 13.2

**File Number:** D19/30371

**SUBJECT HEADING:** Memorandum of Understanding between Queensland Fire and Emergency Services and Maranoa Regional Council.

**Classification:** Open Access

**Officer's Title:** Associate to the Director / Budget & Support Coordination

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**Executive Summary:**

Council is asked to consider entering into a Memorandum of Understanding (MOU) with Queensland Fire and Emergency Services (QFES). The MOU sets out the protocols, procedures and obligations and expectations of both parties regarding the supply, availability and use of machinery and personnel. The MOU will be for a period of 36 months (2019 – 2022).

**Officer's Recommendation:**

That Council authorise the Chief Executive Officer or delegate to enter into a Memorandum of Understanding with Queensland Fire and Emergency Services for the purpose of supplying the use of Council machinery and personnel as requested during a fire event.

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**Individuals or Organisations to which the report applies:**

***Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?***

*(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).*

Queensland Fire and Emergency Services (QFES) incorporating Rural Fire Service (RFS) and Fire and Rescue Service (FRS).

**Acronyms:**

**Are there any industry abbreviations that will be used in the report?**

*Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).*

Acronym	Description
MOU	Memorandum of Understanding
QFES	Queensland Fire and Emergency Services
RFS	Rural Fire Service
FRS	Fire and Rescue Service



**Context:**

*Why is the matter coming before Council?*

The previous MOU between Rural Fire Service and Council has expired. The new MOU that has been drafted will now incorporate three parties, Council, Rural Fire Service and the Urban Fire and Rescue Service.

**Background:**

*Has anything already happened in relation to this matter?*

(Succinct overview of the relevant facts, without interpretation)

The Queensland Fire and Emergency Services has provided Council a Memorandum of Understanding for a period of 36 months (2019-2022) for a Resource Protocol Agreement which sets out the protocols, procedures and obligations of all parties in relation to the use of Council personnel, plant and equipment supplied for emergency activities conducted at QFES – Rural Fire and Urban Fire and Rescue Service incidents.

The intent of this MOU is to clarify the obligations and expectations of both parties regarding the supply, availability and use of machinery and personnel.

The MOU allows Council the ability to seek financial reimbursement from the Queensland Fire and Emergency Service if Council personnel, plant and equipment is used for a fire event.

**Legislation, Local Laws, State Policies & Other Regulatory Requirements:**

*What does the legislation and other statutory instruments include about the matter under consideration?*

(Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

Nil

**Council Policies or Asset Management Plans:**

*Does Council have a policy, plan or approach ordinarily followed for this type of decision?*

*What are relevant sections of the policy or plan?*

(Quote/insert the relevant section's wording / description within the report)

Council does not have a current policy and this MOU with Queensland Fire and Emergency Services will clearly set out the services to be provided.

**Input into the Report & Recommendation:**

*Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say?*

(Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Rob Hayward, Director of Development, Facilities & Environmental Services  
Stephen Scott, Manager, Maintenance Delivery & Works  
Stewart Dundas, Acting Area Commander, Fire and Rescue Service  
Goetz Graf, Inspector Area Director, Rural Fire Service

**Funding Bodies:**

*Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application.* (Please do not just include names)

Nil

**This Financial Year's Budget:**

*Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$) ? Is this already included in the budget? (Include the account number and description).*

*If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?*

There are no financial implications as the MOU includes Maranoa Regional Council's ability to seek reimbursement from the Queensland Fire and Emergency Service.

**Future Years' Budgets:**

*Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$) ? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)*

Nil

**Impact on Other Individuals or Interested Parties:**

*Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?*

(Interested Parties Analysis - IS9001:2015)

Nil

**Risks:**

*What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does)* (List each identified risk in a table)

Risk	Description of likelihood & consequences
Nil	N/A

**Advice to Council:**

*What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?*

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

It is recommended that Council authorise the Chief Executive Officer (CEO) or delegate authority to sign the MOU between Council and QFES for the period of 36 months (2019 – 2022).

**Recommendation:**

*What is the 'draft decision' based on the advice to Council?*

*Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?*

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

*Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?*

That Council authorise the Chief Executive Officer or delegate to enter into a memorandum of understanding with Queensland Fire and Emergency Services for the purpose of supplying the use of Council machinery and personnel as requested during a fire event.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 3: Helping to keep our communities safe

3.4 Disaster, emergency management and flood mitigation

3.4.5 Implement Local Emergency Coordination Committees (LECC) to help ensure disaster prevention, preparedness, response and recovery for communities for flood, fire and other emergencies.

**Supporting Documentation:**

[1](#)  MOU - QFES and Maranoa Regional Council 2019-2022 D19/31416

**Report authorised by:**

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services



**Resource Protocol Agreement  
BETWEEN  
Queensland Fire and Emergency Services  
Roma Area  
and  
Maranoa Regional Council**

**15/04/2019 to 30/06/2022**

**Scope:**

This Memorandum of Agreement (MOA) sets out the Protocols, Procedures and Obligations of all parties, **Queensland Fire and Emergency Services (QFES) incorporating Rural Fire Service (RFS) Fire and Rescue Service (FRS) and Maranoa Regional Council (MRC)** in relation to the use of Council Personnel, Plant and Equipment supplied to the QFES, for Emergency Activities conducted at Queensland Fire and Emergency Services incidents.

**Intent:**

The intent of this MOA is to clarify the obligations and expectations of both parties regarding the Supply, availability and use of machinery and personnel.

**Duration:**

This agreement will remain in force for a period of **36 months** (2019-2022 Financial Year) and/or amended by mutual agreement between the parties.

**Details of the Agreement**

**General:**

The **Maranoa Regional Council** may provide the following Plant and Equipment **with** Operators (**subject to availability**).

1. Water truck (for fire appliance water tank replenishment).
2. Low Loader (for movement of plant and machinery).
3. Grader (for fire break construction).
4. Loader / Backhoe (for fire break construction).
5. Dozer (for fire break construction).

*(Or other duties/equipment/resources as requested by the RFS/ FR Incident Controller)*

**Procedure:**

Requests, by the Incident Controller, for assistance from Council Employees and Council Resources in an EMERGENCY event or Natural Disaster **must be lodged through QFES FIRECOM.**

**Incident Controller or Brigade Officers are not to contact Council direct.**

**All communications must be made via QFES FIRECOM.**

- **Firecom phone contact details: (07) 46 901 672 or 000**
  - Firecom will contact the RFS Area Director/ or FRS Roma Area commander or *(if after hours)* Senior-On-Call Officer for formal authorization.
  - Firecom will notify the Incident Controller and Council of the authorization or non-authorization.
  - This authorization is for a specific tasking or time duration.
  - If further tasking is required a new authorization must be gained from the relevant QFES Senior Office
  - If additional equipment and or resources are required, the same process **MUST** be followed.

The Plant and Equipment **CAN ONLY** be requested via QFES Firecom.

1. All EMERGENCY activities that require Council Plant and Equipment **MUST** have Council Supervisor dispatched to be the Council Supervisor / liaison at the incident and MUST work closely with the QFES Incident Controller.
2. Council employees **ARE NOT** to be used as front-line Fire-Fighters.
3. QFES **MUST** supply trained Fire Personnel and equipment to provide Fire Protection and suppression for Council Plant / Machinery whilst on the Fire Line.
4. If required QFES **WILL** offer fire awareness training to Council field staff / Operators / Contractors each year, prior to the fire season.

**REGIONAL COUNCIL and QFES Considerations:**

- Water trucks may require Camlock fittings to QRT (*Queensland Round Thread*).
- Stortz fittings for Rural Appliances.
- QRT/camlock fittings will remain in RFS/ FRS appliances.

**Workers Compensation:**

- All employees of the **Maranoa Regional Council** have a duty of care not to place themselves or anyone else into a situation that may cause death or injury.
- Regional Council staff are covered by Workers Compensation whilst carrying out their duty as an employee of **Maranoa Regional Council**.
- Regional Council employees carrying out **their duty** as a member of the RFS Rural Fire Brigade or QFES **will be** covered by QFES Workers Compensation.

**These personnel will not be permitted to use Council Equipment in these circumstances whilst working as a Rural Fire Brigade Volunteer or with QFES.**

**Insurance of Council Plant:**

- Equipment belonging to **Maranoa Regional Council** is and will be covered by Councils insurance.
- Equipment being used in a fire event must only be operated by Council Employees.
- If an incident becomes a declared disaster, any damage or loss of Council Equipment or Property **MAY** be claimed under National Disaster Response and Recovery Assistance (NDRRA) funding by Council.

Under these circumstances the most efficient way for claims to be made is directly by council with NO invoice being issued to QFES.

**The following information is to be provided by the person requesting assistance to Council representatives.**

- Name, Position, Brigade and contact details.
- Incident number
- Nature of incident.
- Location of incident.
- Location of Incident Control Point and Incident Controllers contact details.
- Details of resources and purpose required including the specific tasking and / or time approved

**The preferred contact person to organize and dispatch council resources in an emergency event:**

<b>NAME</b>	<b>Position</b>	<b>Contact Number</b>
MRC - daytime	General enquiries	1300 007 662
On-Call Officer A/Hrs., weekends	On-Call Officer	0429 066873 <b>1st contact</b>
MRC – after hours mobile	On-call Officer	0427229214 <b>2nd contact</b>
Kay Crosby	Landfills areas	0428880574 mob. 46232732

**The following personnel will be kept fully briefed during an event:**

Inspector -Rural Fire Service	Area Director	0427149247
Inspector- Fire Rescue	Area Commander	0417 161858
MRC On-Call Officer	On-Call Officer	0429 066873
MRC - daytime	General enquiries	1300 007 662

**In the event of Emergences, Regional Council Management is to liaise with QFES at the Incident Control Centre to look after Regional Council interests and to coordinate the replacement of personnel and or equipment and resources.**

**The responsible Council Supervisor *WILL* keep accurate records and diary notes of employees and Council resources being utilized and are to provide assistance and comply with *ALL* instructions given to them by the Incident Controller.**

Maranoa Regional Council MAY seek reimbursement from QFES for agreed costs associated in supplying heavy plant equipment / resources in the event of an emergency.

Should approval and or authorization for the use of Council and or private resources NOT be given or received from the RFS/ FRS Officer in charge or senior on call officer, RFS/ FRS WILL NOT be responsible for any cost incurred.

When submitting invoices to QFES they must include the following information:

- Incident number (gained from fire com on approval of plant)
- Incident Location
- Approved tasking / Time
- Name of the Fire Brigade area that is being supported
- Incident controller's name / details
- Details of plant used
- Cost per hour
- Number of approved operational hours for the machine used

**NOTE:**

**QFES will not accept nor be liable for any plant hire costs for plant used on Department of Environment and Resource Management (DERM), Local Government or any other government lands, including Crowns land. i.e. stock routes, town commons and reserves etc. The invoicing for these must be directly arranged with the government department that is responsible for the land.**

**Signatures of Parties:**

**Maranoa Regional Council**

**Chief Executive Officer:**

Julie Reitano

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date:     /         /

**Signed on behalf of**

**Rural Fire Services  
Area Director**

**Fire and Rescue  
Area Commander**

Goetz Graf

Stewart Dundas

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date:     /         /

**Noted by QFES - Regional Manager RFS**

Name     Tim Chittenden    

Signature \_\_\_\_\_

Date:     /         /



**OFFICER REPORT**

**Meeting:** General 8 May 2019

**Date:** 1 May 2019

**Item Number:** 13.3

**File Number:** D19/34204

**SUBJECT HEADING:** Survey Collation - Exchange for the Locomotive in Mitchell Memorial Park

**Classification:** Open Access

**Officer's Title:** Local Development Officer - Mitchell

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**Executive Summary:**

A community meeting was held in Mitchell on 3 April to enable the community to hear from a representative of Queensland Pioneer Steam Railway (QPSR) regarding options in exchange for the Mitchell Locomotive. Following the consultation, surveys were mailed out to enable all Mitchell residents to have their say on the options available.

It is recommended that the results of the survey be noted, and the options for exchanging items be implemented.

**Officer's Recommendation:**

That Council:

1. Receive and note the results of the surveys as presented.
2. Accept, on behalf of the community, both the miniature train, tracks and carriage and the MAS 1540 Sleeping Car from Queensland Pioneer Steam Railway (QPSR) in exchange for the locomotive currently located in Mitchell Memorial Park.
3. Facilitate QPSR donating the MAS 1540 Sleeping Car directly to Booringa Action Group (BAG), and assist in approaches to Queensland Rail to develop a railway precinct at the Mitchell Railway Station, on the proviso that BAG are responsible for costs involved with storing, moving and restoration of the sleeper.
4. Accept QPSR's latest proposal of the donation (rather than purchase) of the miniature railway components, and re-allocate the suggested purchase price of \$5,000 towards the cost of freighting the Sleeper from Ipswich to Mitchell.
5. Work with the Booringa Heritage Museum to finalise the location, costs, installation and operators of the miniature railway and its components, noting that the best location for community use may not be the Musuem.
6. Work with QPSR and the community to facilitate the collation of material, construction and installation of the interpretive signs and mini-cab in the Mitchell Park.
7. Organise the crank shaft and fly wheel and steam traction engine, currently located in the Mitchell Park, to be relocated and installed at the Booringa Heritage Museum.

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**Individuals or Organisations to which the report applies:**

*Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?*

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

Queensland Pioneer Steam Railway – stand to gain benefit, if Council resolve to pay the freight for the donated MAS 1540 Westlander Carriage.

Booringa Action Group – if Council resolve in housing the Westlander Carriage at the proposed Railway Precinct put forward by BAG.

Booringa Heritage Museum – If Council resolve for the miniature train to be operated through the Museum.

### Acronyms:

#### Are there any industry abbreviations that will be used in the report?

*Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).*

Acronym	Description
QPSR	Queensland Pioneer Steam Railway
BAG	Booringa Action Group
C17 Locomotive	Class of Steam Engine

### Context:

#### *Why is the matter coming before Council?*

At its meeting on 27 February 2019, Council resolved to gift the Mitchell locomotive to QPSR, and to:

**3. Accept in principle the offer of items in Appendix 1 of the QPSR response (C17 996's Cab to be mounted in the park or elsewhere with an interpretative display installed about 761; and MAS Sleeping Car 1540 or a miniature train line with an internal combustion or electric locomotive and 1 riding car) and undertake immediate consultation with the Mitchell Community with the assistance of the Booringa Action Group on placement and also look at costings, funding opportunities and budgetary implications - to provide a response to QPSR by the 30 April 2019. (Resolution No. GM/02.2019/69)**

At a later meeting, Council resolved to extend the time period to 8 May. (**Resolution No. GM/03.2019/100**)

This report will provide the survey results from the recent consultation undertaken regarding the exchange options for the Mitchell C17 Locomotive, and provide recommendations on how to facilitate the exchange.

### Background:

#### **Has anything already happened in relation to this matter?**

*(Succinct overview of the relevant facts, without interpretation)*

An initial survey was undertaken in November 2018 to gauge whether the community were interested in gifting the C17 Locomotive to QPSR for restoration and to run on their steam railway line in Ipswich. Consultation showed that the community were willing to release the steam engine for restoration and an array of items would be offered in exchange from QPSR. Councillors and staff held a further community

meeting at the Mitchell Shire Hall on Wednesday, 3 April with 37 people in attendance to discuss the options available for exchange.

A survey regarding the options was available for other community members from Thursday, 4 April until Friday 26 April, 2019 and 23 responses were received. The survey was mailed to 770 residents, and it was also available on-line on the Council website. (23 responses from 770 mail-outs is only a 3% response rate, and this is less if calculated against the number of residents who could access it on-line. Therefore, the non-response or missing data is 97% or above from the population).

**Summary of the outcomes of the questions are as follows;  
8 key findings out of the 8 questions asked.**

**Question 1 & 2 :** 83 percent of respondents were in favour of Council receiving the MAS Sleeping car 1540 as an exchange for the C17 Locomotive and 70 percent were in favour of it being installed at the proposed Railway Precinct. As per suggestion from Booringa Action Group. *Please note comments contradict the survey findings.*

**Question 3:** 86 percent indicated that if the community by majority vote to accept the Westlander sleeping car, they would be in favour of Council also purchasing the miniature train and riding car. *Please note comments contradict the survey findings.*

**Question 4:** 5 people (24 percent) indicated they would be interested in volunteering to operate the miniature train.

**Question 5:** Heritage Museum Precinct received the highest number of votes as the preferred location for the miniature train with Mitchell Memorial Park / Skate Park / Youth Precinct as the second most popular.

*(This option has been discussed with the secretary of the Museum and if the survey results were in favour of the miniature railway operating from their facility they would be happy to discuss further at a meeting.)*

**Question 6:** 73 percent of surveys indicated the train cab replica and interpretive display outlining the locomotive history be located at the Mitchell Memorial Park as part of the redevelopment.

**Question 7:** 3 people (14 percent) offered historical information about the locomotive, which could be considered for inclusion in the interpretive display.

**Question 8:** 86 percent of surveys indicated the crank shaft and fly wheel from the Mitchell Power House and steam traction engine be relocated to the Booringa Heritage Museum.

Following the closure of the survey period, Mr Robert Shearer from QPSR has emailed Council staff with the following proposal:

*"We have ended up being donated the track, loco and carriage for the little railway! This however places us in a predicament as we can't on sell it to the Maranoa, we can donate it, but not sell it.*

*Can I propose that if both the little railway and the carriage are both taken on as options, the money set aside for the purchase of the little train be used for the transport of the railway carriage (the actual carriage remaining a donation). It also means the council can engage a local truck for the carriage move if required thereby seeing the spend stay local."*

**Legislation, Local Laws, State Policies & Other Regulatory Requirements:**

**What does the legislation and other statutory instruments include about the matter under consideration?**

(Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

N/a

**Council Policies or Asset Management Plans:**

**Does Council have a policy, plan or approach ordinarily followed for this type of decision?**

**What are relevant sections of the policy or plan?**

(Quote/insert the relevant section's wording / description within the report)

N/a

**Input into the Report & Recommendation:**

**Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say?**

(Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

**Community Consultation Summary**

**Exchange for the Locomotive in Mitchell Memorial Park**

**Question 1**

Are you in favour of accepting the Westlander MAS Sleeping car 1540 as an exchange item for the locomotive?

Yes	No	Total # Responses
19 (83%)	4(17%)	23

**Additional comments:**

Nil for this question

**Question 2**

Are you in support of the sleeping car being located at the Mitchell Railway Station Precinct suggested by Booringa Action Group

Yes	No	Total # Responses
16 (70%)	7 (30%)	23

**Comments:**

- The sleeping car is a major expense with regards to restoration, waste of money and would be better spent on a miniature train track
- Major Mitchell Caravan Park – it can be upgraded and rented
- I am not in support of the sleeping car being accepted. I would prefer to not receive it and use future grant opportunities that may arise for other important tourism outcomes for Mitchell or the Memorial Park Precinct upgrade on park equipment
- This item is another piece of plant/facility for Council to maintain
- Major Mitchell Caravan Park for accommodation
- The sleeping car is a waste of money if a community group has to pay for refurbishment

**Question 3**

If the community indicates by majority that it would like to accept the Westlander sleeping car, are you in favour of Council also purchasing the miniature train and riding car?

Yes	No	Total # Responses
19 (86%)	3 (14%)	22

**Comments:**

- More opportunities for the town and to bring more tourism into the community equalling more money.
- Council can't afford it.
- The sleeping car should not be a priority for purchase, spend the money on the miniature train and extra track. It would be a great tourist attraction also having it located at the museum would be fantastic.
- Would it be of extra expense to rate payers?
- It would be a great attraction for events (e.g. Carols by Candle light) (Australia Day Celebration, Christmas in the park)
- I thought Roma already had a train and then we get the paper and visit Roma whoever they are get a grant for a train and carriage, once again what the small towns want Roma gets.
- Would prefer that the exchange be the miniature train and riding car that can be used by the children of the community.
- I feel a miniature train would not be self-supporting financially

**Question 4**

Would you be interested in volunteering to operate the miniature train?

Yes	No	Total # Responses
5 (24%)	16 (76%)	21

**Comments:**

- Not at the moment but plan on retiring soon, so may be interested after that
- I think we need a few new members as we are wearing out and once some of us are gone a lot of communities will fall down, we have tried to support most things but our bodies are telling us to slow down
- If I lived in Mitchell it would be good

**Question 5**

Please indicate your preferred location for the miniature train. (Priority 1 being the most preferred location)

Mitchell Memorial Park/Skate Park/Youth Precinct	Proposed Mitchell Railway Precinct	Heritage Museum Precinct	Other
Priority 1 8 Responses	Priority 1 2 Responses	Priority 1 11 Responses	Priority 1 1 Response (The weir)
Priority 2 5 Responses	Priority 2 4 Responses	Priority 2 1 Response	Priority 2 1 Response (The weir)
Priority 3 2 Responses	Priority 3 6 Responses	Priority 3 2 Response	Priority 3 0 Responses
Priority 4 0 Responses	Priority 4 0 Responses	Priority 4 2 Responses	Priority 4 1 Response River walk
Total 15 Responses	Total 12 Responses	Total 16 Responses	Total 3 Responses

\*Some respondents chose to place a single priority, rather than number 1 – 4, some did not select ‘other’ as a response.

**Heritage Museum Precinct – Received the highest number of Priority 1 responses**

**Funding Bodies:**

*Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application. (Please do not just include names)*

If the MAS Sleeping Car is accepted as an item of exchange, funding will need to be sourced to assist with the development of the Railway Precinct in Mitchell, which will house this Sleeping Car.

If the miniature railway is accepted as an item of exchange, future funding opportunities may arise to extend the 100 metre track, install a railway ticket box / shed etc for the train line to be housed, this will be dependent upon chosen location for the train.

**This Financial Year’s Budget:**

*Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$) ? Is this already included in the budget? (Include the account number and description).*

*If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?*

Re-allocate suggested \$5,000 for the initial purchase of the Miniature Railway towards the freight cost of the MAS 1540 Westlander Carriage by giving the money to QPSR to organise the appropriate freight options.

**Future Years' Budgets:**

*Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)?* (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

Installation of concrete slab at the Memorial Park for the interpretive signs and mini-cab in the Mitchell Park to be bolted on to – approximate costing \$4,000

Potential earthworks for Miniature Railway dependent upon chosen precinct.

**Impact on Other Individuals or Interested Parties:**

*Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?* (Interested Parties Analysis - IS9001:2015)

Na

**Risks:**

*What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does)* (List each identified risk in a table)

Risk	Description of likelihood & consequences
No drivers for the Miniature Railway	Delivery of miniature railway could not be undertaken without any nominated drivers
Financial assistance requests	Financial assistance may be requested in the future by groups receiving gifted items for exchange
Proposed Railway precinct isn't approved for development by Queensland Rail	Risk for Council being left with the MAS 1540 sleeping car will be eliminated, if the proposed Railway Precinct by BAG does not go ahead, if the carriage is gifted to BAG.

**Advice to Council:**

*What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?*

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

Accept the MAS 1540 Sleeping car and Miniature Railway donated by QPSR and donate the sleeping car to Booringa Action Group for future use at the proposed Railway Precinct.

Request that the Heritage Group take the Miniature Railway to an upcoming meeting and speak with the nominated 5 volunteer drivers, as per indicated on the surveys to work out whether this will be a viable project for the Group to undertake.

Re-allocate suggested \$5,000 for the initial purchase of the Miniature Railway towards the freight cost of the MAS 1540 Westlander Carriage by giving the money to QPSR to organise the appropriate freight options.

**Recommendation:**

***What is the 'draft decision' based on the advice to Council?***

***Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?***

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

***Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?***

Officer recommends that Council:

1. Receive and note the results of the surveys as presented.
2. Accept, on behalf of the community, both the miniature train, tracks and carriage and the MAS 1540 Sleeping Car from Queensland Pioneer Steam Railway (QPSR) in exchange for the locomotive currently located in Mitchell Memorial Park.
3. Facilitate QPSR donating the MAS 1540 Sleeping Car directly to Booringa Action Group (BAG), and assisting in approaches to Queensland Rail to develop a railway precinct at the Mitchell Railway Station, on the proviso that BAG are responsible for costs involved with storing, moving and restoration of the sleeper.
4. Accept QPSR's latest proposal of the donation of the miniature railway components, and re-allocate the suggested purchase price of \$5,000 towards the cost of freighting the Sleeper from Ipswich to Mitchell.
5. Offer Booringa Heritage Museum the miniature railway and work with the group to finalise the location, costs, installation and operators of the miniature railway and its components.
6. Work with QPSR and the community to facilitate the collation of material, construction and installation of the interpretive signs and mini-cab in the Mitchell Park.
7. Organise the transfer of the crank shaft and fly wheel and steam traction engine, currently located in the Mitchell Park, to be relocated and installed at the Booringa Heritage Museum.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.1 Work with our communities to identify priorities, and provide leadership and advocacy to grow our region

4.1.5 Provide administrative support to Council's decision-making and community engagement processes.

**Supporting Documentation:**

Nil.

**Report authorised by:**

Regional Grants & Council Events Development Coordinator

Manager - Economic & Community Development

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services



**OFFICER REPORT**

**Meeting:** General 8 May 2019

**Date:** 1 May 2019

**Item Number:** 13.4

**File Number:** D19/34214

**SUBJECT HEADING:** Request to Host 'Weather or Not' Event in Maranoa

**Classification:** Open Access

**Officer's Title:** Regional Grants & Council Events Development Coordinator

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**Executive Summary:**

Council has received a request to provide an Expression of Interest to participate in a touring show called 'Weather or Not' to tour Western Queensland in early 2020. The show would be hosted by ABC weather presenter, Jenny Woodward. It is recommended that Council provide the Expression of Interest, and contribute financially if the touring show is developed.

**Officer's Recommendation:**

That Council:

1. Provide an Expression of Interest to participate in the touring show 'Weather or Not' to be hosted by ABC presenter Jenny Woodward in early 2020 (dates to be confirmed).
2. If the show is confirmed, contribute towards the costs (estimated between \$2,400 - \$3,000 plus GST) from the 2019/20 Arts & Culture budget GL 2885.2500.

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**Individuals or Organisations to which the report applies:**

***Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?***

*(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).*

Jenny Woodward

**Acronyms:**

**Are there any industry abbreviations that will be used in the report?**

*Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).*

Acronym	Description
ABC	Australian Broadcasting Corporation

**Context:**

***Why is the matter coming before Council?***

Council has received a request to participate in a touring show called 'Weather or Not' to tour Western Queensland in early 2020. The show would be hosted by ABC weather presenter, Jenny Woodward.

Council is requested to provide an indication of support, or otherwise, for the project.

**Background:**

***Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)

Council has received a request from a producer working with ABC Queensland's iconic and long-serving weather presenter Jenny Woodward to create a touring show entitled 'Weather or Not' - a mix of story-telling, chat, songs, costume changes, historical video footage and recollections about 33 years at the ABC.

The show is planned for early 2020 - probably March – but other dates will be considered depending on demand and touring logistics. The estimated cost is \$2,400 - \$3,000 plus GST, depending on the number of locations involved.

The producer has indicated that the Longreach Regional Council believes that it would be suited to a Western Queensland regional touring circuit. Currently, the producer is preparing a funding application, and has already received significant interest from a number of community presenters .

**Legislation, Local Laws, State Policies & Other Regulatory Requirements:**

***What does the legislation and other statutory instruments include about the matter under consideration?***

(Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

N/a

**Council Policies or Asset Management Plans:**

***Does Council have a policy, plan or approach ordinarily followed for this type of decision?***

***What are relevant sections of the policy or plan?***

(Quote/insert the relevant section's wording / description within the report)

N/a

**Input into the Report & Recommendation:**

***Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say?***

(Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Proposal from Lewis Jones, producer.

**Funding Bodies:**

***Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application.***

(Please do not just include names)

The producer is currently preparing a funding application for the touring show. There are no implications for Council at this point, beyond providing a letter of support.

**This Financial Year's Budget:**

*Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$) ? Is this already included in the budget? (Include the account number and description).*

*If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?*

N/a.

**Future Years' Budgets:**

*Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$) ? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)*

If agreed, and the tour goes ahead, there could be an impact of \$2,400 - \$3,000 plus GST from the 2019/20 Arts & Culture budget GL 2885.2500.

**Impact on Other Individuals or Interested Parties:**

*Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns? (Interested Parties Analysis - IS9001:2015)*

Jenny Woodward

**Risks:**

*What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does) (List each identified risk in a table)*

Risk	Description of likelihood & consequences
Risk of poor audience numbers	Jenny Woodward is a popular and respected weather presenter on the weekly 7pm ABC news. As such, she would be familiar to a large proportion of the Maranoa Regional Council demographic, and would attract a significant audience to make the investment worthwhile.

**Advice to Council:**

*What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?*

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

According to its website, *The ABC continues to outperform commercial media in the provision of news and information in regional Australia among both City-based (79%) and Country/Regional (77%) populations.*

Jenny Woodward is a popular and respected weather presenter on the weekly 7pm ABC news. As such, she would be familiar to a large proportion of the Maranoa Regional Council demographic, and would attract a significant audience to make the investment worthwhile.

**Recommendation:**

*What is the 'draft decision' based on the advice to Council?*

*Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?*

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

***Does this recommendation suggest a decision contrary to an existing Council policy?  
If so, for what reason?***

That Council:

1. Provide an Expression of Interest to participate in the touring show 'Weather or Not' to be hosted by ABC presenter Jenny Woodward in early 2020 (dates to be confirmed).
2. If the show is confirmed, contribute towards the costs (estimated between \$2,400 - \$3,000 plus GST) from the 2019/20 Arts & Culture budget GL 2885.2500.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.11 Support development of our local communities through planning, programs and events

4.11.4 Deliver a range of annual, biennial and one-off budgeted Council events in partnership with local community groups (where applicable).

**Supporting Documentation:**

- [1](#) Request to bring Jenny Woodward - 'Weather or Not' show to Maranoa - April 2019 D19/34209

**Report authorised by:**

Manager - Economic & Community Development

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

## “WEATHER OR NOT” featuring Jenny Woodward

EXPRESSIONS OF INTEREST SOUGHT

AVAILABLE SEPTEMBER 2019 AND EARLY 2020



Jenny Woodward, ABC Queensland’s respected, renowned and much-loved weather reporter has been a presence in homes throughout the state since 1986.

She is currently developing a touring show, working title ‘WEATHER OR NOT’ to share with audiences her reflections upon a career spanning over three decades.

“Over thirty years, I have not only had the privilege of coming in to people’s homes through their televisions, but have also travelled across the state and met thousands of Queenslanders, each with their own story to tell.

“In the show, I want to share with audiences stories and reflections on the changing world of television, the advances in weather forecasting, the big weather events and the impact they have on people’s lives – as well as a trip back in time through hundreds of outfits with the hilarious review of the letters and emails from fans and fashion advisers alike.

The show will be created to be suitable for presentation in a variety of venues from a basic hall to a fully-equipped managed venue.

There will be self-contained audio-visual content, a script by award-winning journalist Karen Berkman and Jenny will be joined on stage by an accompanist, providing a live soundtrack, accompanying Jenny in a few songs, and providing musical interludes during costume changes!

For managed venues, the cost is \$3000 plus GST per show and for smaller venues and community presenters we are happy to negotiate a lower fee or do a door deal. The show will run for about 70 minutes with Jenny available to chat with the audience after the show. It is suitable for mainhouse or seniors daytime programs and bump-in around two to four hours.

The show will be developed in the middle of 2019 and will be presented in five regional venues in September 2019.

If you are interested, please contact Lewis Jones on 0411 245 459 or [lewis@wivpresents.com](mailto:lewis@wivpresents.com).

**OFFICER REPORT**

**Meeting:** General 8 May 2019

**Date:** 2 May 2019

**Item Number:** 13.5

**File Number:** D19/34439

**SUBJECT HEADING:** Request from The Chris Cook Band to perform in Roma.

**Classification:** Open Access

**Officer's Title:** Local Development Officer - Roma

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**Executive Summary:**

Council has received a proposal to host The Chris Cook Band performing The Big Country Show in July 2019. It is recommended that Council accept the proposal, and support the tour providing the Cultural Centre facility as the venue and fund the tour fee.

**Officer's Recommendation:**

That Council:

1. Accept the proposal from The Chris Cook Band to perform in Roma on Friday, 26 July 2019 and provide the Cultural Centre as the venue.
  2. Fund the costs (estimated between \$2,000 - \$2,600 plus GST) from the 2019/20 Arts & Culture budget GL 2885.2500, if the project is approved.
- 

**Individuals or Organisations to which the report applies:**

***Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?***

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision-making).

Tina Forbes and the Chris Cook Band.  
Local community.

**Acronyms:**

**Are there any industry abbreviations that will be used in the report?**

*Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).*

Acronym	Description
RSL	Returned & Services League (Roma Sub-branch)

**Context:**

***Why is the matter coming before Council?***

Council has received a proposal to host The Chris Cook Band performing The Big Country Show in July 2019.

**Background:**

***Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)

The Chris Cook Band performed in Roma in 2016, with the Slim Dusty Tribute Show. Maranoa Regional Council supported the show at a cost of \$1,500, with the event being held at the Roma RSL Hall. The event had an admission fee, with approximately 50 people in attendance.

This year, the cost proposal is for a fee of \$2,000 plus overnight accommodation for four people (estimated to be around \$600).

This year, the RSL are still not in a position to finance the show, so it is recommended that Council, if approved, host the event at the Cultural Centre and offer the canteen to other community groups as a fund-raising opportunity. It is also recommended that Council charge a ticketing price.

**Legislation, Local Laws, State Policies & Other Regulatory Requirements:**

***What does the legislation and other statutory instruments include about the matter under consideration?*** (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

N/A

**Council Policies or Asset Management Plans:**

***Does Council have a policy, plan or approach ordinarily followed for this type of decision?***

***What are relevant sections of the policy or plan?***

(Quote/insert the relevant section's wording / description within the report)

N/A

**Input into the Report & Recommendation:**

***Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say?*** (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Proposal from Tina Forbes Tour Manager  
RSL Roma George Mehay. RSL would like to host the event but are not in a financial position to contribute to the tour fees.

**Funding Bodies:**

***Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application.*** (Please do not just include names)

No external funding.

**This Financial Year's Budget:**

***Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$) Is this already included in the budget? (Include the account number and description).***

***If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?***

N/A

**Future Years' Budgets:**

**Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)?** (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

If agreed, and the tour goes ahead, there could be an impact of \$2,000 - \$2,600 plus GST from the 2019/20 Arts & Culture budget GL 2885.2500.

**Impact on Other Individuals or Interested Parties:**

**Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?** (Interested Parties Analysis - IS9001:2015)

The Chris Cook Band.  
Local community.

**Risks:**

**What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does)** (List each identified risk in a table)

Risk	Description of likelihood & consequences
Risk of poor audience numbers	This event is on a Friday night, not mid-week as it was last time, so it is expected to attract more numbers. Council can also assist with the promotion of the event.

**Council:**

**What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?**

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

The Chris Cook Band has secured a full calendar of tour dates within surrounding Queensland regions, including the Boulia Camel Races. It is expected their music genre would be popular within the community. A Council initiative such as this will raise community morale by providing members the opportunity to attend a social and entertaining evening.

**Recommendation:**

**What is the 'draft decision' based on the advice to Council?**

**Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?**

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

**Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?**

That Council:

1. Accept the proposal from The Chris Cook Band to perform in Roma on Friday, 26 July 2019 and provide the Cultural Centre as the venue.
2. If the proposal is approved, fund the costs (estimated between \$2,000 - \$2,600 plus GST) from the 2019/20 Arts & Culture budget GL 2885.2500.

**Link to Corporate Plan:**

Corporate Plan 2018-2023



Strategic Priority 4: Growing our region

4.11 Support development of our local communities through planning, programs and events

4.11.3 Deliver community based programs, planning, projects and initiatives in partnership with our local groups including town development, indigenous, tourism, arts, cultural and heritage, sporting and recreation.

**Supporting Documentation:**

[1](#) Council report 8 May 19 supporting doc - Chris Cook D19/34393  
Band Proposal - Council Sponsorship Request

**Report authorised by:**

Regional Grants & Council Events Development Coordinator

Manager - Economic & Community Development

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

George, please discuss these details at your meeting on Sunday to gauge interest and possibilities.  
Joanna, I understand there may be another Show in Roma at this time - but appreciate you also looking at the possibilities. We would be interested in council sponsorship for this event to support a performance at the RSL Club (or somewhere else?)

The fee for the Show is \$2000.00 plus accommodation for 4 people.

It will be good to hear from you.

Regards Tina.

**Malinda Moreton**

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**Subject:** FW: The Chris Cook Band

Hi Malinda,

It was good to connect with you on the phone earlier.

I am forwarding the information I sent to Joanna and George at the Roma RSL Club.

There are a couple of changes since then.

1. We are now looking at the date when we will be going through Roma as later in that week- Thursday 25th or Friday 26th July
2. The Show I refer to is coming to Roma in June so is not an issue.

Please have a look at this and do not hesitate to ask any further questions.  
My best contact number is 02 66322401.

I look forward to hearing from you.

Regards Tina.

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**From:** tina forbes  
**Sent:** Friday, 1 March 2019 10:16 AM  
**To:** [rslromasb@gmail.com](mailto:rslromasb@gmail.com)  
**Cc:** [joanna.weinert@maranoa.qld.gov.au](mailto:joanna.weinert@maranoa.qld.gov.au)  
**Subject:** The Chris Cook Band

Hi George and Joanna,

After our recent conversations, here are the details I spoke of.

The Chris Cook Band will be traveling home through Roma after touring in North Queensland. We are interested in the possibility of a performance in Roma on Tuesday 23rd July 2019.

The Band presented the Dustier than Ever - Slim Dusty Tribute Show in Roma at the RSL Club on 8th June 2016. This Show was sponsored by the Maranoa Regional Council. There is an option of one of the other Shows (Big Country or Australian Country Music Show) being presented in 2019. Details of all these Shows are on Chris's website. [www.chriscook.com.au](http://www.chriscook.com.au)

## The Chris Cook Band

The Big Country Show. Australian Country Music Show. Australians have been singing about our wonderful homeland for ever. Although our music has more recently been influenced by that of many other countries, especially America, Australian Country Music songs have developed a particular flavour distinctly formed by our isolation in this unique "wide brown land" and from the rest of the ...

[www.chriscook.com.au](http://www.chriscook.com.au)



**COUNCILLOR REQUEST FOR AN AGENDA REPORT**

**Meeting:** General 8 May 2019

**Date:** 1 May 2019

**Item Number:** 14.1

**File Number:** D19/34212

**SUBJECT HEADING:** Parking in the Roma CBD Designated Area

**Classification:** Open Access

**Councillor's Title:** Cr Geoff McMullen

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**Executive Summary:**

Proposal for a review of current arrangements for parking in the Roma CBD designated area.

**Councillor's Recommendation:**

That a report be prepared regarding the Roma CBD Parking arrangements in consideration of feedback received from business owners, for further discussion at an upcoming Policy Development Workshop.

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**Details of Requested Agenda Report:**

I have received feedback from a number of businesses in the Roma CBD (particularly those located on McDowall Street Roma), that there is limited availability for customer parking outside their respective businesses during business hours.

Particularly, concerns have been raised about employees of businesses parking outside neighbouring businesses rather than their own, causing reduced parking availability for customers.

**Supporting Documentation:**

Nil