



LATE ITEMS BUSINESS PAPER

General Meeting

Wednesday 14 August 2019

Roma Administration Centre

NOTICE OF MEETING

Date: 14 August 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 **August 14, 2019 at 9.00AM.**

Julie Reitano
Chief Executive Officer

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Item No	Subject
L	Late Items
L.1	Delegated Authority for Chief Executive Officer to Sign Queensland Education and Care Service Notification of surrender of Queensland provider approval2 Prepared by: Acting Executive Services Officer
LC.	Late Confidential Items
LC.1	2019/2020 Murray Darling Association Incorporated Membership Invitation 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.
LC.2	Update of Flood Mitigation Landholder Matters - Assessment No. 14019178 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.

OFFICER REPORT

Meeting: General 14 August 2019

Date: 12 August 2019

Item Number: L.1

File Number: D19/70294

SUBJECT HEADING: Delegated Authority for Chief Executive Officer to Sign Queensland Education and Care Service Notification of surrender of Queensland provider approval

Classification: Open Access

Officer's Title: Acting Executive Services Officer

Executive Summary:

The Department of Education has written to Council advising proposed cancellation of provider approval under the Education and Care Services Act 2013.

Officer's Recommendation:

That Council authorise the Chief Executive Officer to sign the Queensland Education and Care Service Notification of surrender of Queensland provider approval.

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 Education.

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
QEC	Queensland Education and Care

Context:

Why is the matter coming before Council?

This report seeks Council's authorisation for the Chief Executive Officer to notify Queensland Education of Council's intention to voluntarily surrender of its provider approval issued 1 January 2014.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council has been advised in correspondence from Department of Education that it is proposing to cancel Maranoa Regional Council's provider approval issued under the Education and Care Services Act 2013 (Qld).

The proposed decision is based on Maranoa Regional Council not having operated a QEC service for more than 12 months. The Maranoa Early Learning was voluntarily surrendered effective 28 January 2016.

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)

Section 32 – Education and Care Services Act 2013 (Qld).

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)

Specialist – Internal Audit; and
Specialist Enterprise Risk

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?

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)

N/A.

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)

Queensland Education

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
<Insert Risk>	<Provide details>

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)

As Council has already been notified of the proposed decision for the provider approval to be cancelled, it is recommended that Council complete the voluntary surrender process.

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 to sign the Queensland Education and Care Service Notification of surrender of Queensland provider approval.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 5: Managing our operations well

5.1 Continue to improve everything we do

5.1.3 Comply with our legal obligations.

Supporting Documentation:

Nil

Report authorised by:

Chief Executive Officer