



LATE ITEMS

BUSINESS PAPER

General Meeting

Wednesday 11 September 2019

Roma Administration Centre

NOTICE OF MEETING

Date: 11 September 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 **September 11, 2019 at 9.00AM.**

Julie Reitano
Chief Executive Officer

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OFFICER REPORT

Meeting: General 11 September 2019

Date: 2 September 2019

Item Number: L.1

File Number: D19/77300

SUBJECT HEADING: Request for Sponsorship for Community Christmas Party in Roma

Classification: Open Access

Officer's Title: Local Development Officer - Roma

Executive Summary:

Maranoa Regional Council has received a request for sponsorship to assist in costs associated with a Community Street Christmas Party in Roma. A small group of business owners are coordinating this event. The requested sponsorship will cover entertainment, lighting and equipment hire and giveaway prizes.

Officer's Recommendation:

That Council:

1. Approve the request for sponsorship and confirm the amount of financial assistance for the community Christmas party up to \$1,500.
 2. Allocate funds from the sponsorship budget GL2887.2249.2001
 3. Requests that the organisers reflect Council's contribution on all advertising for the event.
-

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).

Commerce Roma
Loot Homewares Roma
Teacup Designs Roma
Gretel Lane Fashion Roma
General 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

Context:

Why is the matter coming before Council?

Maranoa Regional Council has received a request for sponsorship to assist in costs associated with a Community Street Christmas Party in Roma. A small group of business owners are coordinating this event. The requested sponsorship value of \$5,000 will cover entertainment, lighting and equipment hire and giveaway prizes.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The event coordinators have sourced funding from Kinetic Energy for \$2,500. Commerce Roma are not involved with the organising, but will provide insurance for the event.

The event is planned to be held in the main street in Roma either on Friday, 6 December or Saturday, 7 December.

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)

The Local Government Regulation 2012 states that:

Section 194 – Grants to community organisations

A local government may give a grant to a community organisation only—

- (a) if the local government is satisfied—
 - (i) the grant will be used for a purpose that is in the public interest; and
 - (ii) the community organisation meets the criteria stated in the local government's community grants policy; and
- (b) in a way that is consistent with the local government's community grants policy.

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's Grants Policy states that:

12. POLICY EXEMPTIONS

This policy does not relinquish Council's discretionary powers to consider requests for grants or assistance on a case by case basis as it determines relevant.

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)

Regional Grants Coordinator – suggested Small community grant as an alternative option for funding, however, noted that successful applicants will not be advised until mid-October, which impacts on the timeframe for the event.

Tahnee Holland Teacup Designs owner has expressed that as funding is required to enable the Street Christmas Party to eventuate, she is concerned with the timeframe of confirmation for the small community grant.

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

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?

Funds of up to \$1,500 to be allocated from the Sponsorship budget GL2887.2249.2001. There is \$10,000 allocated to this budget for 2019/20. There is \$6,410 currently left in the budget (\$10,000 - \$3,860).

Sponsorship for ALMA conference - transport	\$1,610 (ex GST)
Sponsorship for Young Beef Producers	\$750
Sponsorship for Roma Tennis Club	\$1,500
	\$3,860

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)

No.

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)

Commerce Roma, Loot Homewares Roma, Teacup Designs Roma, Gretel Lane Fashion Roma, other main street businesses, and the general community would all benefit from the event.

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
Budget shortfall	There is \$10,000 for the 2019/20 sponsorship budget, so providing \$5,000 would account for 50% of the yearly budget.
Risk of setting a precedent	Providing financial assistance for the event risks setting a precedent for other requests for support from other

	Christmas events, and other community events. The Community grant program is established to provide this support.
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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)

The sponsorship value requested is 50% of the total sponsorship budget for the 2019/20 financial year. It is recommended supporting the event however not for the full requested value. Maranoa Regional Council and Senex small community grants are available and this is an alternative funding source for the event organisers.

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. Approve the request for sponsorship and confirm the amount of financial assistance for the community Christmas party up to \$1,500.
2. Allocate funds from the sponsorship budget GL2887.2249.2001
3. Requests that the organisers reflect Council's contribution on all advertising for the event.

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

4.11.5 Provide support to community festivals and events through access to opportunities for financial and in kind assistance.

Supporting Documentation:

[1](#) Request for Sponsorship - Community Street Christmas Party - Tahnee Holland D19/73971

Report authorised by:

Regional Grants & Council Events Development Coordinator

Manager - Economic & Community Development

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

Malinda Moreton

From: Tahnee Holland <teacupdesigns@bigpond.com>
Sent: Wednesday, 21 August 2019 7:18 PM
To: Malinda Moreton
Subject: Street Christmas Party - Roma

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Melinda,

Thanks for speaking with me today.

In regards to our request here is the information as it stands.

Myself, Sharni Beck & Gabby Barron (all business owners & Commerce Roma members) are in the midst of organising a Community Street Christmas Party for either Friday 6th Dec or Sat 7th Dec. The event is to have a sole focus on community not revenue, with markets, entertainment & of course Santa and a Christmas theme.

We have secured Commerce Roma for insurance associated with the event, \$1000 in shop local dollars as well as assistance for the event itself. We do however require more funding, which is the purpose of this email. We have secured \$2500 from Kenetic but as the road closures require this alone, we are seeking a further \$5000 from council to assist with facilitating the event - equipment hire (lighting, stages, etc) entertainment and giveaways. We require this funding for the event to place, which I see as imperative to create a sense of Christmas community spirit in the region.

I look forward to your response.

Regards
Tahnee Holland

-----Safe Stamp-----

Your Anti-virus Service scanned this email. It is safe from known viruses.
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OFFICER REPORT

Meeting: General 11 September 2019

Date: 10 September 2019

Item Number: L.2

File Number: D19/80757

SUBJECT HEADING: Friends of the Gallery - Request for Financial Assistance and Letter of Support for Funding Application - Mitchell on Maranoa Gallery

Classification: Open Access

Officer's Title: Support Officer - Facilities

Executive Summary:

Council have received a request from Friends of the Gallery asking for a letter of support to include in a funding application they are completing to replace the tracks and lighting in the Mitchell on Maranoa Gallery. Friends of the Gallery are also seeking financial assistance from Council to fund the shortfall between the upgrade cost and Foundation for Rural & Regional Renewal Grant.

Officer's Recommendation:

That Council:

1. Grant permission for the upgrade of the tracks and lighting at the Mitchell on Maranoa Gallery should the Friends of the Gallery be successful in gaining the funding.
2. Provide a letter of support and approval for Friends of the Gallery to be included with their funding application.
3. Allocate \$6,000 towards the project funded from the Mitchell Library and Gallery Maintenance budget should the funding application to the Foundation for Rural and Regional Renewal be successful.

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).

Mitchell on Maranoa Gallery Members

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
FRRR	Foundation for Rural & Regional Renewal

Context:

Why is the matter coming before Council?

Council have received correspondence from Friends of the Gallery requesting a letter of support to include in a funding application to replace the tracks and lighting in the Mitchell on Maranoa Gallery.

Friends of the Gallery are also seeking Councils financial assistance to help with the costs of replacing the tracks and lighting in the Mitchell on Maranoa Gallery being a Council owned building.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Friends of the Gallery have obtained a quote from AJW Electrical and Solar for the upgrades to the tracks and lighting at the Gallery on Maranoa at Mitchell, with a total cost of \$17,613.00.

To help contribute to these works Friends of the Gallery are applying for a grant through FRRR (Foundation for Rural & Regional Renewal) for \$10,000. As the gallery is a Council owned building, a letter of support from Council is required to accompany the application.

The grant application is due to close on the 24 September 2019.

Friends of the Gallery have indicated that they can contribute \$2,000 to complete these works, but due to being a non for profit organisation have requested that Council assist with the deficit.

Friends of the Gallery have requested that Council consider also supporting this project financially, to the value of \$6,000.00.

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)

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)

Manager – Facilities (Building, Land and Structures)
Volunteer Joan Hurtado – Friends of the Gallery
AJW Electrical and Solar

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?

The group is asking Council to consider allocating funds in the 2019/20 financial year budget to a value of \$6,000. It is proposal to allocate funds in the Library and Gallery Maintenance budget.

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	Nil

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 grant permission for the upgrade of the tracks and lighting if funding is successful, write letter of support to be included in the funding application and investigate if funds are available to contribute financially to the project.

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?***

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

4.9.1 Provide operation and maintenance, renewal, upgrade and construction of Council's buildings and structures according to the priorities and funding approved by Council, ensuring fit-for-purpose specification development for new and upgraded assets.

Supporting Documentation:

1 [↓](#) Email from Joan Hurtado - FOG Volunteer

D19/80756

2 [↓](#) Quote from AJW Electrical and Solar

D19/80749

Report authorised by:

Manager - Facilities (Land, Buildings & Structures)

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

Monique Light

From: Dave Hurtado <daveandjoan32@gmail.com>
Sent: Monday, 9 September 2019 11:43 AM
To: Council
Subject: Request for Support Letter
Attachments: lighting quote.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Please could you forward to Mayor Tyson Golder .

To Mayor Tyson Golder,
Maranoa Regional Council.
Council Chambers.
Roma

Dear Sir,

FOG Mitchell on Maranoa Art Gallery, are applying to FRRR for a grant of \$10,000 to contribute to the expense of replacing the tracks and lighting in the Mitchell on Maranoa Gallery . This will also be supported by BAG as they hold the financials of FOG.

The quote from AJR Electricals is attached. As you can see the cost of replacing the lights, which is a council building, is substantial . FOG fundraiser was able to make \$1000 but we can only contribute \$2000 due to being a non profit organisation run by volunteers. We will be requesting support from council for \$6,000.

I.m sure you appreciate the role the gallery plays to the well being of the community and to attract the numerous visitors to Mitchell during the winter months.After visiting the gallery recently you can appreciate the need to replace these tracks and light. It does not attract professional artists to the gallery in its current poorly lit state.

We need the letter of support by 20th September as the grant is due 24th Sept. It could be forwarded direct to BAG but I would appreciate a copy to forward to the FOG committee.

Kind Regards,

Joan Hurtado. FOG volunteer.

-----Safe Stamp-----

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Jean Hurlock



Ajw Electrical and Solar
42 Cambridge Street
Mitchell 4465
Ph 0746 231 211 Mobile 0427 231 211
Email: admin@ajwelectricalandsolar.com

QUOTATION	
Date	Quote No.
26/08/2019	659
Electrical Contractors Licence Number: 77502	
ABN 32 604 716 323	

When you buy local, you buy right		Name / Address			ABN 32 604 716 323	
Phone 0746 231 211		FREINDS OF THE GALLERY			QUOTATION VALID FOR 30 DAYS FROM DATE OF ISSUE	
Mobile 0427 231 211						
Qty	Description	Tax	TAX Amt	Rate (Inc)	Total	
	WORK AT MITCHELL LIBRARY REPLACE TRACK LIGHT AND INSTALL NEW TRACK LIGHT AT BACK STAGE					
52	HANECO FOCI LED 25W TRACK LIGHT	GST	709.09	150.00	7,800.00	
1	180 DEGREE TRACK CONNECTOR WHITE	GST	2.27	25.00	25.00	
16	3 METRE TRACK LIGHTS WHITE	GST	320.00	220.00	3,520.00	
16	10AMP LEADS AND PLUG TOPS	GST	43.64	30.00	480.00	
1	STEEL FOR TRACK LIGHTS	GST	18.18	200.00	200.00	
1	LIGHT SWITCH 1 GANG	GST	0.73	8.00	8.00	
50	1.5 MM CABLE TWIN AND EARTH	GST	5.45	1.20	60.00	
18	LABOUR FOR 3	GST	392.73	240.00	4,320.00	
1	BRACKETS FOR BACK STAGE LIGHTS	GST	109.09	1,200.00	1,200.00	
Thank you for your business.			Subtotal (Ex)		\$16,011.82	
			Tax		\$1,601.18	
			Total		\$17,613.00	
Note: If there are multiple Options provided in the Quotation above, please disregard the amount shown as " Total "						