

BUSINESS PAPER

General Meeting

Wednesday 13 November 2019

Roma Administration Centre

NOTICE OF MEETING

Date: 8 November 2019

Re-run on 17 December 2019 as per General Meeting 'Confirmation of Minutes' on 27 November 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 **November 13, 2019 at 9.00AM.**

A handwritten signature in black ink, appearing to read 'Julie Reitano'.

Julie Reitano
Chief Executive Officer

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Status Reports

Next General Meeting

- To be held at the Roma Administration Centre on 27 November 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 September 2019 - Monthly Business Unit Report - Airports**
Classification: Closed Access
Local Government Regulation 2012 Section 275(c) the local government budget.
- C.2 Roma Airport Rental Car Park Licencing**
Classification: Closed Access
Local Government Regulation 2012 Section 275(c) the local government budget.
- C.3 Permit to Occupy - Lot A on AP21569**
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.4 State Government Surplus Properties - Maranoa Region**
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.5 Racecourse Estate Injune - Land for Sale**
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.6 Update to Councillors - Stock wandering on roadways**
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.(The report discusses specific matters relating to and individual)
- C.7 Amendment of 2019/20 Capital Works Budget**
Classification: Closed Access
Local Government Regulation 2012 Section 275(c) the local government budget.
- C.8 Cost Analysis of Business Advertising Signage - Arthur Street Carpark**
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.9 Offer for Council to Purchase Land

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.10 Administrative Action Complaint (CR 6500/2019)

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 Application for Community Organisation Concession

Classification: Closed Access

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

C.12 Request for Quotation - Four (4) Maintenance Graders

Classification: Closed Access

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

C.13 Roma Saleyards - Spelling Fees & Charges

Classification: Closed Access

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

C.14 Tender 20006 Sewer Relining Mitchell, Injune and Surat

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.15 Reduced Trading Terms

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.16 Tender 20002 - Big Rig Cafe Management Agreement

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.17 Update on the Draft New Certified Agreement

Classification: Closed Access

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

C.18 Temporary Workers' Accommodation Facilities - APLNG Project
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.

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Closure

MINUTES OF THE GENERAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 23 OCTOBER 2019 COMMENCING AT 9.05AM

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, Cr. D J Schefe, Cr. J M Stanford, Chief Executive Officer – Julie Reitano, and Minutes Officer – Kelly Rogers in attendance.

AS REQUIRED

Deputy Chief Executive Officer/Director Development, Facilities & Environmental Services – Rob Hayward, Director Corporate, Community & Commercial Services – Sharon Frank, Deputy Director Infrastructure Services/Strategic Road Management – Cameron Hoffmann, Manager Water, Sewerage & Gas – Graham Sweetlove, Manager Planning & Building Development – Danielle Pearn, Manager Economic & Community Development – Ed Sims, Manager Construction – Evan Woods, Regional Grants & Council Events Development Coordinator – Susan Sands, Rural Land Services & Funding Officer/Team Coordinator – Kent Morris, Lead Rates & Utilities Billing Officer/Systems Administrator – Dana Harrison, Regional Economic Development & Events Attraction Specialist – Malinda Moreton.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.05am.

APOLOGIES

There were no apologies for the meeting.

CONFIRMATION OF MINUTES

Resolution No. GM/10.2019/34

Moved Cr Chambers

Seconded Cr Flynn

That the minutes of the General Meeting held on 9 October 2019 be confirmed.

CARRIED

9/0

DECLARATION OF CONFLICTS OF INTEREST

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

- C.13 Applications for Community Grants Round One 2019/20

due to her having provided a letter of support for one of the applicants who had put forward a submission under the program. Cr. Chambers further advised Councillors that she removed herself from the assessment panel meeting when discussions took place in regard to this applicant.

Cr. Chambers determined that this personal interest was not of sufficient significance that it would lead to her to making a decision on the matter that is contrary to the public interest. Cr. Chambers foreshadowed that she would best perform her responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter.

Cr. Chambers acknowledged that Council must make a determination on this interest, with Council determining the following:

Resolution No. GM/10.2019/35**Moved Cr O'Neil****Seconded Cr Newman**

That Cr. Chambers does not have either a real conflict of interest or perceived conflict of interest in the matter and is accordingly free to participate in the meeting while this matter is discussed, including voting on the matter.

CARRIED

8/0

Cr. Chambers did not vote on this motion as she was the declaring Councillor under consideration in this matter.

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

- C.13 Applications for Community Grants Round One 2019/20
due to him being 'Treasurer' for the Easter in the Country Committee, an applicant under Council's consideration in this matter.

Cr. Flynn foreshadowed that he would remove himself from discussions and decisions on this matter.

Cr. Chandler declared a 'Material Personal Interest' with the following item:

- C.8 – Request for reduced trading terms
due her son being a part owner of the business and applicant under Council's consideration of this matter. This business could stand to financially benefit from or suffer a loss, dependent upon the decision of Council in this matter.

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

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

- C.14 Sponsorship Request for 2020 Queensland Training Awards – Regional Final for Darling Downs South West
due to him being a Non-Executive Director of Golden West Apprenticeships, an organisation that was approached in this matter, and that stands to benefit from discussions and decisions on the item.

Cr. O'Neil also advised Councillors that he had written to the relevant Queensland Government Minister, requesting that the 2020 Queensland Training Awards for Darling Downs South West be held in Roma.

Cr. O'Neil foreshadowed that he would remove himself from discussions and decisions on this matter.

ON THE TABLE

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

- 13.7 – Temporary Local Planning Instrument (TLPI) 01/2019 - General Meeting 25 September 2019
- LC.3 - Review of Administrative Action Complaint (CRM 6500/2019) – General Meeting 9 October 2019

BUSINESS

OFFICE OF THE CEO

Item Number: 10.1 File Number: D19/94244

SUBJECT HEADING: CHRISTMAS AND NEW YEAR COUNCIL CLOSURES

Officer's Title: Human Resources & Training Advisor

Executive Summary:

In previous years as a work-life balance initiative for employees, Council has approved an Annual Christmas and New Year closure period for Council's administration offices, customer service centres and libraries and an Annual Christmas close down for the Infrastructure Services directorate.

Teams responsible for the delivery of essential and emergency services are required to remain operational during Council's approved closure period.

Resolution No. GM/10.2019/36

Moved Cr Chambers

Seconded Cr McMullen

That Council:

1. Approve the closure of the Yuleba Services Centre (including Yuleba Library) on the gazetted public holidays and Friday 27 December 2019, as follows:

Sunday 22/12/19	Monday 23/12/19	Tuesday 24/12/19	Wednesday 25/12/19	Thursday 26/12/19	Friday 27/12/19	Saturday 28/12/19
Week End	Open	Open	Public Holiday	Public Holiday	Closed	Week End
Sunday 29/12/19	Monday 30/12/19	Tuesday 31/12/19	Wednesday 01/01/20	Thursday 02/01/20	Friday 03/01/20	Saturday 04/01/20
Week End	Open	Open	Public Holiday	Open	Open	Week End

2. Approve the annual Christmas and New Year closure for Council's Administration Offices (Roma, Surat, Injune and Mitchell) and non-essential community services as follows:

Sunday 22/12/19	Monday 23/12/19	Tuesday 24/12/19	Wednesday 25/12/19	Thursday 26/12/19	Friday 27/12/19	Saturday 28/12/19
Week End	Closed	Closed	Public Holiday	Public Holiday	Closed	Week End
Sunday 29/12/19	Monday 30/12/19	Tuesday 31/12/19	Wednesday 01/01/20	Thursday 02/01/20	Friday 03/01/20	Saturday 04/01/20
Week End	Closed	Closed	Public Holiday	Open	Open	Week End

3. Approve the annual Christmas and New Year closures for Council libraries in Roma, Surat, Injune and Mitchell as follows:

Sunday 22/12/19	Monday 23/12/19	Tuesday 24/12/19	Wednesday 25/12/19	Thursday 26/12/19	Friday 27/12/19	Saturday 28/12/19
Week End	Closed	Closed	Public Holiday	Public Holiday	Closed	Week End
Sunday 29/12/19	Monday 30/12/19	Tuesday 31/12/19	Wednesday 01/01/20	Thursday 02/01/20	Friday 03/01/20	Saturday 04/01/20
Week End	Closed	Closed	Public Holiday	Open	Open	Week End

4. Approve the annual Christmas and New Year closures for Council's libraries in Jackson, Wallumbilla and Mungallala as follows:

Sunday 22/12/19	Monday 23/12/19	Tuesday 24/12/19	Wednesday 25/12/19	Thursday 26/12/19	Friday 27/12/19	Saturday 28/12/19
Week End	Wallumbilla Closed	Normal day of Closure	Public Holiday	Public Holiday	Wallumbilla Closed	Mungallala Closed
Sunday 29/12/19	Monday 30/12/19	Tuesday 31/12/19	Wednesday 01/01/20	Thursday 02/01/20	Friday 03/01/20	Saturday 04/01/20
Week End	Wallumbilla Closed	Normal day of Closure	Public Holiday	Normal day of Closure	Wallumbilla Closed	Mungallala Closed
Sunday 05/01/20	Monday 06/01/20	Tuesday 07/01/20	Wednesday 08/01/20	Thursday 09/01/20	Friday 10/01/20	Saturday 11/01/20
Week End	Wallumbilla Closed	Normal day of Closure	Jackson & Wallumbilla Closed	Normal day of Closure	Wallumbilla Closed	Mungallala Closed

5. Approve the annual Christmas close down for the Infrastructure Services Directorate (excluding essential services and Construction Department) from Monday, 16 December 2019 to Friday, 3 January 2020 inclusive, with a resumption of normal Infrastructure Services functions on Monday, 6 January 2020 as follows:

Sunday 15/12/19	Monday 16/12/19	Tuesday 17/12/19	Wednesday 18/12/19	Thursday 19/12/19	Friday 20/12/19	Saturday 21/12/19
Week End	Closed	Closed	Closed	Closed	Closed	Week End
Sunday 22/12/19	Monday 23/12/19	Tuesday 24/12/19	Wednesday 25/12/19	Thursday 26/12/19	Friday 27/12/19	Saturday 28/12/19
Week End	Closed	Closed	Public Holiday	Public Holiday	Closed	Week End
Sunday 29/12/19	Monday 30/12/19	Tuesday 31/12/19	Wednesday 01/01/20	Thursday 02/01/20	Friday 03/01/20	Saturday 04/01/20
Week End	Closed	Closed	Public Holiday	Closed	Closed	Week End

6. Authorise the Chief Executive Officer to communicate the annual Christmas and New Year closures and annual Christmas close down to Council employees, customers, residents and the general public.

CARRIED

9/0

Responsible Officer

Human Resources & Training Advisor

CORPORATE, COMMUNITY & COMMERCIAL SERVICES

Item Number: 11.1 **File Number:** D19/92123

SUBJECT HEADING: 2018/19 ANNUAL FINANCIAL STATEMENTS

Officer's Title: Financial Accountant/Team Coordinator

Executive Summary:

The Annual Financial Statements for the year ended 30 June 2019, including the General Purpose Financial Statements and Current Year Financial Sustainability Statement, were certified by Queensland Audit Office on 1 October 2019 with an unmodified audit opinion 'clean bill of health' for the financial statements.

Resolution No. GM/10.2019/37
Moved Cr Chambers
Seconded Cr O'Neil

That Council receive and note the audited Annual Financial Statements for 2018/19.

CARRIED

9/0

Responsible Officer
Financial Accountant/Team Coordinator

Item Number: 11.2 **File Number:** D19/95601

SUBJECT HEADING: MONTHLY FINANCIAL REPORT FOR THE MONTH
ENDING 30 SEPTEMBER 2019

Officer's Title: Contractor - Finance Systems Support
Chief Executive Officer

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 September 2019 and year to date.

Resolution No. GM/10.2019/38
Moved Cr Chambers
Seconded Cr Schefe

That Council receive and note the monthly financial report for the period ending 30 September 2019.

CARRIED

8/1

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	
Cr. Schefe	
Cr. Stanford	

Responsible Officer
**Contractor - Finance Systems Support / Chief
Executive Officer**

Item Number: 11.3 **File Number:** D19/95603

SUBJECT HEADING: INVESTMENT REPORT FOR THE MONTH ENDED 30 SEPTEMBER 2019

Officer's Title: Contractor - Finance Systems Support

Executive Summary:

The purpose of this report was to present to Council the Investment Report (including the Trading Limits Report) as at 30 September 2019.

Resolution No. GM/10.2019/39

Moved Cr Newman

Seconded Cr Chambers

That Council receive and note the Investment Report as at 30 September 2019.

CARRIED

8/1

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	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer

Contractor - Finance Systems Support

Item Number: 11.4 **File Number:** D19/96860

SUBJECT HEADING: MY MARANOA BUSINESS INITIATIVE

Officer's Title: Chief Executive Officer

Executive Summary:

The My Maranoa Business initiative was released to businesses in Injune, Surat & Mitchell in 2017/18 and 2018/19. The initiative includes a number of deliverables pertaining to Local Business and Council's procurement processes, including Local Star Rating decals, streamlined purchasing process for low-value transactions, and the promotion of local businesses through Council's communication initiatives (e.g. Facebook, website, app).

This report sought approval for the next stage of engagement.

Resolution No. GM/10.2019/40

Moved Cr Newman

Seconded Cr Chambers

That Council:

- 1. Approve an extension to the My Maranoa Business initiative rollout, including further engagement with and promotion of businesses from 24 October 2019 to 30 November 2019.**

2. Authorise the Councillor Portfolio Chair for Local Business to work closely with Council staff as approved by the Chief Executive Officer to deliver the initiative.

CARRIED

7/2

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. McMullen
Cr. Flynn	
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer	Chief Executive Officer
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INFRASTRUCTURE SERVICES

Item Number:

12.1

File Number: D19/96062

SUBJECT HEADING:

**DRINKING WATER QUALITY MANAGEMENT PLAN
AMENDMENT APPLICATION**

Officer's Title:

**Team Coordinator – Projects & Compliance for the Water
Sewerage & Gas Department**

Executive Summary:

Amendments to the Drinking Water Quality Management Plan are required to be lodged to the Regulator when significant changes take place, such as to infrastructure or staffing.

Resolution No. GM/10.2019/41

Moved Cr Schefe

Seconded Cr Newman

That Council:

- 1 Endorse the revised Drinking Water Quality Management Plan.**
- 2 Endorse for the Drinking Water Quality Management Plan Amendment Application to be submitted to the Regulator.**

CARRIED

9/0

Responsible Officer	Team Coordinator – Projects & Compliance Water Sewerage & Gas
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Item Number: 12.2 **File Number:** D19/96841
SUBJECT HEADING: ACCESS TO DISCOUNTED WATER FOR DOMESTIC USE AND WATERING OF STOCK
Officer's Title: Manager - Water, Sewerage & Gas
 Project Officer – Process & Systems Review

Executive Summary:

The intent of this report was to combine and update the content of previous resolutions into one Council resolution, in relation to Maranoa rural residents having the ability to access discounted water for domestic and stock watering purposes.

It was proposed to allow the standpipes at Injune, Roma and Mitchell to provide discounted water to residents in the form of a prepaid key.

Resolution No. GM/10.2019/42

Moved Cr Stanford

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

CARRIED

7/2

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. Flynn
Cr. Chandler	Cr. Golder
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	

Cr. Stanford foreshadowed that she had questions of the reporting officer that related to the abovementioned report and the questions also had relevance to Item number 13.2 of the agenda.

DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES

Item Number: 13.1 **File Number:** D19/88996
SUBJECT HEADING: BALONNE SHIRE COUNCIL - CONSTRUCTION OF RIVER GAUGES WITHIN THE BOUNDARIES OF MARANOA REGIONAL COUNCIL
Officer's Title: Associate to the Director / Directorate Budget & Emergency Management Coordination

Executive Summary:

Council received correspondence from Balonne Shire Council requesting that Council maintain three rain/river gauge structures that will be installed by Balonne Shire Council within Maranoa Region boundaries.

Moved Cr Chandler
That Council:

1. Approve the construction of the rain/river gauges within our boundaries.
2. Decline the request for Maranoa Regional Council to maintain the structures.

NO VOTE TAKEN

A 'Seconder' for the draft motion was not recorded at that time. The Chief Executive Officer requested the opportunity to consult with the neighbouring Council's Chief Executive Officer in relation to Council's concerns about maintenance of the structures prior to the decision being made. Cr. O'Neil proposed the following procedural motion to allow officers additional time to seek further information on the matter.

Resolution No. GM/10.2019/43
Moved Cr O'Neil

That the matter lay on the table to allow officers additional time to seek further information from Balonne Shire Council in consideration of this request.

CARRIED

9/0

Responsible Officer	Associate to the Director / Directorate Budget & Emergency Management Coordination
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Item Number: 12.2 **File Number:** D19/96841

SUBJECT HEADING: ACCESS TO DISCOUNTED WATER FOR DOMESTIC USE AND WATERING OF STOCK

Officer's Title: Manager - Water, Sewerage & Gas
Project Officer – Process & Systems Review

Executive Summary:

The intent of this report was to combine and update the content of previous resolutions into one Council resolution, in relation to Maranoa rural residents having the ability to access discounted water for domestic and stock watering purposes.

It was proposed to allow the standpipes at Injune, Roma and Mitchell to provide discounted water to residents in the form of a prepaid key.

This matter had been laid on the table earlier during the meeting in order to consider both this item and item 13.2. Further information was required in regard to this item, and the matter was again laid on the table.

Resolution No. GM/10.2019/44
Moved Cr O'Neil

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

CARRIED

9/0

Item Number: 13.2

File Number: D19/93020

SUBJECT HEADING: WATER OFFTAKE AGREEMENTS - COMMUNITY WATER FACILITIES

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

Executive Summary:

Council owns and operates a number of water facilities outside the urban water supply area, which is not a part of the Stock Route water facility network. The primary purpose of these facilities varies, and is dependent on Council's licence, with each facility having a hierarchy of need.

1. Community facilities (halls, schools, sports clubs) – [highest]
2. Emergency use (firefighting, flood clean up)
3. Travelling stock
4. Road construction
5. Landholder off take – [lowest]

Landholders and community groups have completed an 'expression of interest' to source water from one of the below facilities, to supply non-potable water for stock and domestic consumption to their property and community facility.

This network of water facilities includes the four (4) bores constructed as part of the "Watering the Maranoa" project implemented and completed in 2019.

Resolution No. GM/10.2019/45

Moved Cr Newman

Seconded Cr Chandler

That Council:

1. Authorise the Chief Executive Officer to enter into water offtake agreements with interested applicants for the taking of 'excess water only' at the estimated below rate, from any one of the following Council owned, operated and managed water facility outside of the urban water supply area.

Bore	Max flow rate from the bore pump (litres per second)	Flow rate required for higher purposes (litres per second)	Excess flow rate (litres per second)	Number of Expressions of Interest	Flow rate available per landholder Expressions of Interest (litres per second)
Eumamurrin	2.5	0.50	2	9	0.22
Noonga	1	0.50	0.50	4	0.125
Teelba	4.2	0.50	3.7	11	0.336
Begonia	3	0.50	2.5	10	0.25

2. Add the following fees to the 2019/20 Statutory Schedule of Fees and Charges:

- (a) "Standard offtake" from a Council owned water facility outside of the urban water supply area - \$401.65 (GST free) per annum
- (b) "High Usage offtake" from a Council owned water facility outside of the urban water supply area - \$1,204.95 (GST free) per annum

3. Waive the water agreement fee for 'not-for-profit community organisations' for the purpose of drawing water under the above mentioned "Standard Offtake" agreement.

CARRIED

7/2

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. Stanford
Cr. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Scheffe	

Responsible Officer

Rural Land Services & Funding Officer/Team Coordinator

Item Number:

13.3

File Number: D19/95216

SUBJECT HEADING:

REGIONAL POOL REPORT SEPTEMBER 2019

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 were presented for the month of September 2019 include Injune Pool, Wallumbilla Pool, Surat Pool, Mitchell Pool and The Great Artesian Spa. The Injune Pool report for the month of August 2019 is also included. The Roma Pool report for September was not received at the time of preparing the report.

Resolution No. GM/10.2019/46

Moved Cr Flynn

Seconded Cr O'Neil

That Council receive the Regional Swimming Pool reports for Injune Pool, Wallumbilla Pool, Surat Pool, Mitchell Pool and the Great Artesian Spa for the month of September 2019 and the Injune Pool report for the month of August 2019.

CARRIED

9/0

Responsible Officer

Administration Officer - Council Buildings & Structures

Item Number: 13.4 File Number: D19/92938

SUBJECT HEADING: SURAT POOL - CLOSURE FOR SWIMMING CARNIVAL & SWIM CAMP

Officer's Title: Support Officer - Facilities

Executive Summary:

Council received a request from the Manager of the Surat Pool seeking permission to close the pool to the public during the Teelba State School Annual Swim Camp and the Surat State School Swimming Carnival.

Resolution No. GM/10.2019/47

Moved Cr Newman

Seconded Cr Chandler

That Council:

1. Approve the request to close the Surat Swimming Pool to the general public on the 13, 14 and 15 November 2019 between the hours of 9.00am and 3.00pm for Teelba State School Annual Swim Camp.
2. Approve the request to close the Surat Swimming Pool to the general public on 22 November 2019 from 8.00am to 3.00pm for the Surat State School's Annual Swimming Carnival.
3. Advise the community of these closures through a notice at the pool and a media release.

CARRIED

9/0

Responsible Officer

Support Officer - Facilities

Item Number: 13.5 File Number: D19/95272

SUBJECT HEADING: DENISE SPENCER POOL - REQUEST FOR CLOSURE ON BOXING DAY

Officer's Title: Facility Lease Management & Housing Officer/Team Coordinator

Executive Summary:

Council received correspondence from the Manager of the Denise Spencer Swimming Pool requesting approval for closure on Boxing Day being 26 December 2019.

Resolution No. GM/10.2019/48

Moved Cr O'Neil

Seconded Cr Chambers

That Council:

1. Approve the request for closure of the Denise Spencer Memorial Pool to the general public on Boxing Day, Thursday 26 December 2019.
2. Advise the community of this closure through a notice at the pool and a media release.

CARRIED

9/0

Responsible Officer

Facility Lease Management & Housing Officer/Team Coordinator

Item Number: 13.6 File Number: D19/96054

SUBJECT HEADING: BASSETT PARK USER AGREEMENT - RACE HORSE TRAINERS

Officer's Title: Facility Lease Management & Housing Officer/Team Coordinator

Executive Summary:

Council was asked to consider entering into formal agreements with the original four Race Horse Trainers in respect to the use of Bassett Park Roma. Their current user agreements expire on the 13 December 2019.

Resolution No. GM/10.2019/49

Moved Cr Chandler

Seconded Cr Chambers

That Council enter into a non-exclusive User Agreement with Race Horse Trainers; Craig Smith, Ben Waldron, Scott Rogers and Wayne Baker for a period of three (3) years, for the use of the track and relevant facilities at Bassett Park.

CARRIED

9/0

Responsible Officer

Facility Lease Management & Housing Officer/Team Coordinator

Item Number: 13.7 File Number: D19/95821

SUBJECT HEADING: TEMPORARY LOCAL PLANNING INSTRUMENT (TLPI) 01/2019

Officer's Title: Manager - Planning & Building Development

Executive Summary:

A Temporary Local Planning Instrument (TLPI) has been prepared to enable new development to be assessed having regard to an updated Flood Hazard Map for Roma that reflects the recently completed Stage 2A of the Roma Flood Mitigation Project.

Ministerial approval has been granted for the adoption of the proposed TLPI. This report sought Council's endorsement to adopt and give effect to the TLPI.

Resolution No. GM/10.2019/50

Moved Cr Chambers

Seconded Cr Newman

That Council:

- 1. Adopt Temporary Local Planning Instrument (TLPI) 01/2019 – Maranoa Planning Scheme 2017 – Roma Flood Hazard Overlay – Stage 2A with a commencement date of 25 October 2019.**
- 2. Authorise the Chief Executive Officer to complete the administrative actions required to finalise the adoption of the TLPI in accordance with Chapter 3, Part 2 of the Development Assessment Rules.**

CARRIED

9/0

Responsible Officer

Manager - Planning & Building Development

Item Number: 13.8 **File Number:** D19/96601

SUBJECT HEADING: FUNDING APPLICATION FOR INJUNE AND SURAT AERODROME RESEAL PROJECTS

Officer's Title: Manager - Airports (Roma, Injune, Surat, Mitchell)

Executive Summary:

Council is eligible to apply for funding under the Federal Government's Remote Airstrip Upgrade Program (RAUP).

Resolution No. GM/10.2019/51

Moved Cr O'Neil

Seconded Cr Chambers

That Council:

1. Submit an application for works on the Injune and Surat aerodromes under the Federal Government's Remote Airstrip Upgrade Program (RAUP).
2. Commit to providing appropriate co-contributions to deliver the project within 18 months of funding being approved.
3. Commit to the management and costs associated with the ongoing operation and maintenance of the infrastructure for any successful project/s.
4. Authorise the Chief Executive Officer to sign the funding agreement with the Department of Industry, Innovation and Science if the application is successful.

CARRIED

9/0

Responsible Officer

Manager - Airports (Roma, Injune, Surat, Mitchell)

Item Number: 13.9 **File Number:** D19/93967

SUBJECT HEADING: REQUEST FOR GRANT EXTENSION

Officer's Title: Support Officer - Economic & Community Development

Executive Summary:

Council received a request from Zonta Club of Roma Inc. requesting a date change on the Small Community Grant they received in Round 2 of the Community Grant funding program 2018/19. (Council Resolution GM/04.2019/73).

It was anticipated that the event planned by Zonta 'Edge of the Outback' would take place in September 2019. Unfortunately, the event has been postponed until 2020 due to unforeseen circumstances.

Zonta requested a date change on the funded activity with the Small Community Grant received, and expect that the event will be held before 30 June 2020.

Zonta was also successful in being granted \$500 from the Western Queensland Primary Health Network (WQPHN) 'Empowering our Communities' funding on 22 May 2019 (Council Resolution GM/05.2019/41), however, as this is an externally funded grant they understand that this amount will need to be returned to Council as it will not be expended in time to meet the acquittal deadline outlined by WQPHN.

Moved Cr McMullen

Seconded Cr Newman

That Council:

1. Grant Zonta a date change on their Community Grant funded activity to no later than 30 June 2020.
2. Request that Zonta complete an amended Grant Acceptance Agreement stating the change in date.
3. Request the return of the Western Queensland Primary Health Network 'Empowering our Communities' Grant funding via a debtor invoice.

NO VOTE TAKEN

No vote was taken on the draft motion at that time with Cr. O'Neil proposing the following procedural motion:

Resolution No. GM/10.2019/52

Moved Cr O'Neil

That Council suspend 'Standing Orders' to allow all Councillors to speak on the matter should they wish to do so.

CARRIED

8/1

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. McMullen
Cr. Chandler	
Cr. Flynn	
Cr. Golder	
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Resolution No. GM/10.2019/53

Moved Cr McMullen

Seconded Cr Newman

That Council:

1. Grant Zonta a date change on their Community Grant funded activity to no later than 30 June 2020.
2. Request Zonta complete an amended Grant Acceptance Agreement stating the change in date.
3. Request the return of the Western Queensland Primary Health Network 'Empowering our Communities' Grant funding via a debtor invoice.

CARRIED

7/2

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. Golder	Cr. Flynn
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer	Support Officer - Economic & Community Development
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Item Number: 13.10 **File Number:** D19/95681

SUBJECT HEADING: ASIA PACIFIC INCENTIVE MEETINGS EVENT FEBRUARY 2020 EVENT ATTRACTION OPPORTUNITY

Officer's Title: Local Development Officer - Roma

Executive Summary:

The Asia Pacific Incentive Meetings event will be hosted at the Melbourne Convention Centre from 17 -19 February 2020.

This is the leading trade event for the meetings and event industry in the Asia Pacific region. Across three days, the event delivers the forum for industry leaders to connect with a wide range of exhibitors, and offers an opportunity for Council to showcase and brand the Maranoa Region as a meeting and events destination.

Exhibitor fees for the event total \$13,475. Travel, accommodation and shipping charges are estimated to be an additional \$6,000 for two representatives to attend. Total cost to Maranoa Regional Council to exhibit is an estimated \$19,475.

Resolution No. GM/10.2019/54

Moved Cr O'Neil

Seconded Cr Newman

That Council:

- 1. Exhibit the Maranoa Region at the 2020 Asia Pacific Incentive and Meetings event at the Melbourne Convention Centre from 17-19 February 2020.**
- 2. Allocate funds up to \$19,475 from the Economic Development Management Support material and services budget GL 2880.2001.2001 for exhibition, travel and shipping charges.**

CARRIED

5/4

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. Newman	Cr. Flynn
Cr. O'Neil	Cr. Golder
Cr. Schefe	Cr. McMullen
Cr. Stanford	

Responsible Officer	Local Development Officer - Roma
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Item Number: 13.11 **File Number:** D19/81520

SUBJECT HEADING: PERFORMANCE AGREEMENT WITH JALLY ENTERTAINMENT

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

Executive Summary:

Following on from previous years' performances, Council received a proposal from Jally Entertainment to present a children's show across the region in August 2019.

Resolution No. GM/10.2019/55

Moved Cr Chandler

Seconded Cr Chambers

That Council:

1. Authorise the Chief Executive Officer to sign the Performance Agreement with Jally Entertainment for five performances in the region in August 2020.
2. Allocate the cost of the five performances totalling \$4,500 to Healthy Maranoa Operations budget GL 2842.2022.2001.
3. Provide the halls in each town free of charge.
4. Provide entrance to each show free of charge to attendees.

CARRIED

9/0

Responsible Officer

**Regional Grants & Council Events
Development Coordinator**

Item Number: 13.12 **File Number:** D19/94212

SUBJECT HEADING: PARKRUN ROMA REQUEST

Officer's Title: Regional Sport & Recreation Development Coordinator

Executive Summary:

Roxanne Wichlacz, Parkrun Event Director Roma and Gabrielle Barron, Parkrun Run Director met with Council staff recently to request that a permanent meeting point be installed on Adungadoo Pathway near the railway bridge over Bungil Creek to mark the start/finish point for Roma Parkrun participants each Saturday morning.

The coordinators advised that participants (local and visiting) do not often know where the start/finish line is for registration to participate on Saturday mornings.

Resolution No. GM/10.2019/56

Moved Cr McMullen

Seconded Cr Schefe

That Council consider the provision of park furniture in support of Parkrun as part of an upcoming budget review.

CARRIED

9/0

Responsible Officer

**Regional Sport & Recreation Development
Coordinator**

COUNCILLOR BUSINESS

Item Number: 14.1

File Number: D19/95739

SUBJECT HEADING: REQUEST FOR INSTALLATION OF STAIRS AT NEW SELLING PENS AT THE ROMA SALEYARDS

Councillor's Title: Cr. Tyson Golder

Executive Summary:

A request was received from the Roma Livestock Agents Association for Council's consideration.

In addition to the report put forward by the Mayor, this same request is currently being operationally actioned and investigated by the Manager – Saleyards (Customer Request No. 16591/2019).

Moved Cr Golder

Seconded Cr McMullen

That a report be prepared for an upcoming Council meeting.

NO VOTE TAKEN

Responsible Officer

Mayor

No vote was taken on the draft motion at that time, with lengthy discussion ensuing, as Councillors discussed their concerns that if the Mayor's proposed motion was approved it may slow Council's overall response time with the request already operationally under review. Cr. Flynn requested that the motion be put. A vote was then taken and the outcome recorded as follows:

Resolution No. GM/10.2019/57

Moved Cr Golder

Seconded Cr McMullen

That a report be prepared for an upcoming Council meeting.

MOTION LOST

3/6

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. Stanford	Cr. Flynn
	Cr. Newman
	Cr. O'Neil
	Cr. Scheffe

Responsible Officer

Mayor

Item Number: 14.2 **File Number:** D19/96199
SUBJECT HEADING: LIVE STREAMING OF COUNCIL MEETINGS
Councillor's Title: Cr. Cameron O'Neil

Executive Summary:

The report tabled a proposal to further investigate live streaming of Council meetings.

Resolution No. GM/10.2019/58

Moved Cr O'Neil

Seconded Cr Chandler

That a report be prepared for an upcoming Council meeting.

CARRIED

6/3

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. Chambers	Cr. Golder
Cr. Chandler	Cr. McMullen
Cr. Flynn	Cr. Scheffe
Cr. Newman	
Cr. O'Neil	
Cr. Stanford	

Responsible Officer

**Manager – ICT Solutions / Director Corporate,
Community and Commercial Services**

COUNCIL ADJOURNED THE MEETING
 FOR MORNING TEA AT 10.48AM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 11.28AM

Mayor Golder was not present at the resumption of 'Standing Orders' and Cr. Chambers took the role of 'Acting Chair' in his absence.

Mayor Golder returned to the Chamber at 11.29am, and assumed the Chair at 11.31am.

CONFIDENTIAL ITEMS

Item Number: C.1 **File Number:** D19/83217
SUBJECT HEADING: EXCESS ANIMAL APPLICATION 2019-69 - EXCESS DOG
Officer's Title: Community Safety Officer & Local Laws Administration

Executive Summary:

An excess animal application for one additional dog was lodged with Council for consideration.

Assessment of the application was completed, mandatory documents provided, background checks performed on the dog owner and nominated dogs, and a site inspection conducted.

The assessments were made in accordance with the criteria specified in Local Law No 1 (Administration) 2011.

Resolution No. GM/10.2019/59

Moved Cr Schefe

Seconded Cr Chandler

That, in accordance with the provisions of *Local Law No 1 (Administration) 2011* and *Local Law No 2 (Animal Management) 2011*, Council grant excess dog approval to keep the three (3) dogs stated in Excess Animal Application Number 2019/69 identified as microchip numbers Dog One 953010003859615, Dog Two 9586255100112554, Excess Dog 953010002779086 on the premises at 99 Eton Street Mitchell, for a term of (1) one year subject to the following conditions:

- (a) this approval allows for a total of three (3) dogs to be kept on the premises and is limited to the three (3) identified dogs; and
- (b) if any identified dog dies or is relocated to other premises or is kept by another owner or keeper at other premises, the dog may not be replaced by another dog unless the keeping of the dogs on the premises is approved under another excess dogs approval; and
- (c) the approval holder must ensure each and every identified dog is:
 - (i) implanted with a prescribed permanent identification device in accordance with section 14 of the *Animal Management (Cats and Dogs) Act 2008*; and
 - (ii) registered with Council; and
- (d) the approval holder must take all reasonable steps to prevent each and every identified dog kept on the premises from making a noise or disturbance that causes a nuisance or disturbance to the occupiers of other premises; and
- (e) the approval holder must ensure that any enclosure in which any identified dog is kept on the premises is properly drained and that run-off is kept off adjoining premises; and
- (f) the approval holder must ensure that excreta, food scraps and other material that is, or is likely to become, offensive is collected daily and, if not immediately disposed of, is kept in a waste container of a kind approved by an authorised person; and
- (g) the approval holder must ensure that any enclosure in which any identified dog is kept on the premises is maintained in:
 - (i) a clean and sanitary condition and disinfected regularly; and
 - (ii) an aesthetically acceptable condition; and
- (h) the approval holder must ensure a proper enclosure is maintained on the premises in accordance with the requirements of *Local Law No. 2 (Animal Management) 2011*; and

The approval holder must notify Council in writing in the event of the suspension or cancellation of a relevant approval for the keeping of any identified dog on the premises within 3 days of the suspension or cancellation of the relevant approval.

For example, if the approval holder is the occupier of the premises and the owner of the premises suspends or cancels the approval holder's right to keep any identified dog at the premises, the approval holder must notify Council in writing of the suspension or cancellation of the approval within 3 days of the suspension or cancellation.

CARRIED

8/1

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	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer	Community Safety Officer & Local Laws Administration
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Item Number: C.2 File Number: D19/95116

SUBJECT HEADING: EXCESS ANIMAL APPLICATION 2019-68 - EXCESS DOG

Officer's Title: Community Safety Officer & Local Laws Administration

Executive Summary:

An excess animal application for one additional dog has been lodged with Council for consideration.

Assessment of the application was completed, mandatory documents provided, background checks performed on the dog owner and nominated dogs, and a site inspection conducted. The assessments were made in accordance with the criteria specified in Local Law No 1 (Administration) 2011.

Resolution No. GM/10.2019/60

Moved Cr Chandler

Seconded Cr Stanford

That, in accordance with the provisions of *Local Law No 1 (Administration) 2011* and *Local Law No 2 (Animal Management) 2011*, Council grant excess dog approval to keep the three (3) dogs stated in Excess Animal Application Number 2019/68 identified as microchip numbers Dog One 943094320217271, Dog Two 953010000789046, Excess Dog 953010001783662 on the premises at 38 Beetson Drive Roma, for a term of (1) one year subject to the following conditions:

- (a) this approval allows for a total of three (3) dogs to be kept on the premises and is limited to the three (3) identified dogs; and
- (b) if any identified dog dies or is relocated to other premises or is kept by another owner or keeper at other premises, the dog may not be replaced by another dog unless the keeping of the dogs on the premises is approved under another excess dogs approval; and
- (c) the approval holder must ensure each and every identified dog is:
 - (i) implanted with a prescribed permanent identification device in accordance with section 14 of the *Animal Management (Cats and Dogs) Act 2008*; and
 - (ii) registered with Council; and
- (d) the approval holder must take all reasonable steps to prevent each and every identified dog kept on the premises from making a noise or disturbance that causes a nuisance or disturbance to the occupiers of other premises; and

- (e) the approval holder must ensure that any enclosure in which any identified dog is kept on the premises is properly drained and that run-off is kept off adjoining premises; and
- (f) the approval holder must ensure that excreta, food scraps and other material that is, or is likely to become, offensive is collected daily and, if not immediately disposed of, is kept in a waste container of a kind approved by an authorised person; and
- (g) the approval holder must ensure that any enclosure in which any identified dog is kept on the premises is maintained in:
 - (i) a clean and sanitary condition and disinfected regularly; and
 - (ii) an aesthetically acceptable condition; and
- (h) the approval holder must ensure a proper enclosure is maintained on the premises in accordance with the requirements of *Local Law No. 2 (Animal Management) 2011*; and

The approval holder must notify Council in writing in the event of the suspension or cancellation of a relevant approval for the keeping of any identified dog on the premises within 3 days of the suspension or cancellation of the relevant approval.

For example, if the approval holder is the occupier of the premises and the owner of the premises suspends or cancels the approval holder's right to keep any identified dog at the premises, the approval holder must notify Council in writing of the suspension or cancellation of the approval within 3 days of the suspension or cancellation.

CARRIED

8/1

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	
Cr. Schefe	
Cr. Stanford	

Responsible Officer	Community Safety Officer & Local Laws Administration
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Item Number: C.3 File Number: D19/94556

SUBJECT HEADING: REQUEST FOR CONCESSION – ASSESSMENT NUMBER 12007829

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

Executive Summary:

A request was received from the land owner requesting a rates concession under s120(1)(c) of the Local Government Regulation 2012 for the period 1 July 2019 to 30 June 2020.

Resolution No. GM/10.2019/61
Moved Cr McMullen
That the matter lay on the table for further consideration at a later point during the meeting.

CARRIED

8/1

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	
Cr. Schefe	
Cr. Stanford	

CONFIDENTIAL ITEMS (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 items C.3 - C.20 and LC.1 – LC.8, which it has deemed to be of a confidential nature and specifically pertaining to the following sections:

- (c) the local government budget;
- (d) rating concessions;
- (e) contracts proposed to be made by it;
- (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.

Resolution No. GM/10.2019/62
Moved Cr O'Neil
Seconded Cr Newman
That Council close the meeting to the public at 11.38am.

CARRIED

7/2

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. Golder
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Cr. Stanford left the Chamber at 11.59am and returned at 12.01pm.

Cr. Flynn left the Chamber at 12.03pm, and returned at 12.07pm.

Cr. Chandler, having previously foreshadowed a 'Material Personal Interest' in Item C.8, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 12.18pm, taking no part in discussions and debate on the matter.

At cessation of discussion on the abovementioned item, Cr. Chandler returned to the Chamber at 12.19pm.

The Deputy Director Infrastructure Services/Strategic Road Management was not present when discussion was undertaken in relation to Item C.10 – Tender 20003.

Cr. O'Neil left the Chamber at 12.38pm, and returned at 12.39pm.

Cr. Chambers left the Chamber at 12.44pm, and returned during suspension of standing orders for lunch.

COUNCIL ADJOURNED THE MEETING
FOR LUNCH AT 12.45PM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 1.36PM

Cr. Stanford left the Chamber at 1.51pm, and returned at 1.52pm.

Cr. Chambers left the Chamber at 1.52pm.

Cr. Newman left the Chamber at 2.01pm, and returned at 2.03pm.

Cr. Flynn, having previously foreshadowed a 'Conflict of Interest' in Item C.13 for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 2.35pm, taking no part in discussions and debate on the matter.

At cessation of discussion on the abovementioned item, Cr. Flynn returned to the Chamber at 2.36pm.

Cr. O'Neil, having previously foreshadowed a 'Conflict of Interest' in Item C.14 for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 2.36pm, taking no part in discussions and debate on the matter.

At cessation of discussion on the abovementioned item, Cr. O'Neil returned to the Chamber at 2.37pm.

Cr. Stanford left the Chamber at 2.42pm, and returned at 2.45pm.

Cr. Stanford left the Chamber at 2.59pm, and returned at 3.00pm.

Cr. Stanford left the Chamber at 3.05pm, and returned at 3.09pm.

Cr. Chambers returned to the Chamber at 3.17pm.

Resolution No. GM/10.2019/63

Moved Cr Stanford

Seconded Cr McMullen

That Council open the meeting to the public at 3.44pm.

CARRIED

9/0

Council determined that the next item for discussion be Item LC.9 – Request for Letter of Support.

Cr. O'Neil declared a 'Conflict of Interest' in Item LC.9, due to Golden West Apprenticeships being a partner organisation of the request. Cr. O'Neil is a Non-Executive Director of Golden West Apprenticeships. Cr. O'Neil left the Chamber at 3.46pm, taking no part in discussion on the matter.

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 LC.9, which it has deemed to be of a confidential nature and specifically pertaining to the following section:

- (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.

Resolution No. GM/10.2019/64

Moved Cr Scheffe

Seconded Cr McMullen

That Council closed the meeting to the public at 3.47pm.

CARRIED

8/0

At cessation of discussion on the abovementioned item, Cr. O'Neil returned to the Chamber at 3.48pm.

Resolution No. GM/10.2019/65

Moved Cr McMullen

Seconded Cr Scheffe

That Council open the meeting to the public at 3.48pm.

CARRIED

9/0

Cr. Chandler left the Chamber at 3.49pm, and returned during the suspension of standing orders for a brief recess.

COUNCIL ADJOURNED THE MEETING
 FOR A BRIEF RECESS AT 3.50PM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 3.55PM

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 further discuss Item C.3, which it has deemed to be of a confidential nature and specifically pertaining to the following section:

- (d) rating concessions.

Resolution No. GM/10.2019/66

Moved Cr McMullen

Seconded Cr Schefe

That Council close the meeting to the public at 3.57pm.

CARRIED

9/0

Resolution No. GM/10.2019/67

Moved Cr O'Neil

Seconded Cr Chandler

That Council open the meeting to the public at 4.09pm.

CARRIED

9/0

Item Number:

C.3

File Number: D19/94556

SUBJECT HEADING:

**REQUEST FOR CONCESSION – ASSESSMENT NUMBER
12007829**

Officer's Title:

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

Executive Summary:

A request was received from the land owner requesting a rates concession under s120(1)(c) of the Local Government Regulation 2012 for the period 1 July 2019 to 30 June 2020, for Assessment No. 12007829.

Moved Cr Golder

Seconded Cr Schefe

That:

- 1. Council request that the landowner provide a copy of the legal agreement and seek tonnage information.**
- 2. This information be provided to Council by Friday 1 November 2019.**

NO VOTE TAKEN

Responsible Officer

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

No vote was taken on the draft motion at that time, with Cr. O'Neil proposing the following procedural motion:

Resolution No. GM/10.2019/68

Moved Cr O'Neil

That Council suspend 'Standing Orders' to allow for all Councillors to speak on the matter should they wish to do so.

CARRIED

9/0

Resolution No. GM/10.2019/69
Moved Cr Golder
Seconded Cr Schefe
That:

1. Council request that the landowner provide a copy of the legal agreement and seek tonnage information.
2. This information be provided to Council by Friday 1 November 2019.

CARRIED

5/4

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. Newman	Cr. Chandler
Cr. O'Neil	Cr. Flynn
Cr. Schefe	Cr. McMullen
Cr. Stanford	

Responsible Officer
**Lead Rates and Utilities Billing
Officer/Systems Administrator / Manager
Planning and Building Development**
Moved Cr Flynn
Seconded Cr McMullen
That the discount period for all ratepayers be extended by 14 days, as a result of the preceding resolution of Council (Resolution No. GM/10.2019/69).

NO VOTE TAKEN

No vote was taken on the draft motion at that time, with both the 'Mover' and 'Seconder' electing to withdraw the draft motion.

Resolution No. GM/10.2019/70
Moved Cr Flynn
Seconded Cr McMullen
That the discount period for all ratepayers be extended by 14 days, as a result of the preceding resolution of Council.

MOTION WITHDRAWN

Item Number: C.4 File Number: D19/95387

SUBJECT HEADING: APPLICATION FOR COMMUNITY ORGANISATION CONCESSION – ASSESSMENT NO. 14000087

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

Executive Summary:

An application for Rates and Water Access Concession for Community Organisations was received from the applicant in regard to Assessment No. 14000087.

Resolution No. GM/10.2019/71

Moved Cr McMullen

Seconded Cr Newman

That Council grant the applicant a “Concession Class B” concession in accordance with the Community Organisations – Rates and Charges Rebates and Concessions policy effective from 1 July 2019.

MOTION LOST

4/5

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. Stanford	Cr. O'Neil
	Cr. Schefe

Responsible Officer

Lead Rates and Utilities Billing Officer/Systems Administrator

Item Number: C.5 File Number: D19/95442

SUBJECT HEADING: OBJECTION TO RATING CATEGORY AND/OR REQUEST FOR CONCESSION – ASSESSMENT NO. 11008000

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

Executive Summary:

An objection to the rating category has been received for Assessment No. 11008000. The applicant also requested a concession under s120(1)(c) of the Local Government Regulation 2012.

Moved Cr Newman

Seconded Cr Stanford

That Council:

- Endorse the Chief Executive Officer's consideration and proposed decision pursuant to section 91(2) of the Local Government Regulation 2012 that the land was and is appropriately categorised as Extractive Industry/Waste Processing, Recycling or Disposal G (>500,000tpa).**

2. Grant a concession under s120(1)(c) of the *Local Government Regulation 2012* by proposing a rate payment arrangement so that rates are paid in full within a reasonable timeframe.

NO VOTE TAKEN

Responsible Officer

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

No vote was taken on the draft motion at that time, with Council moving into closed session to further consider the request.

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 further discuss Item C.5, which it has deemed to be of a confidential nature and specifically pertaining to the following section:

- (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.

Resolution No. GM/10.2019/72

Moved Cr McMullen

Seconded Cr O'Neil

That Council close the meeting to the public 4.18pm.

CARRIED

8/1

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. Chandler
Cr. Flynn	
Cr. Golder	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	

Resolution No. GM/10.2019/73

Moved Cr Chambers

Seconded Cr McMullen

That Council open the meeting to the public at 4.21pm.

CARRIED

9/0

Resolution No. GM/10.2019/74
Moved Cr Newman
Seconded Cr Stanford
That Council:

1. Endorse the Chief Executive Officer's consideration and proposed decision pursuant to section 91(2) of the *Local Government Regulation 2012* that the land was and is appropriately categorised as Extractive Industry/Waste Processing, Recycling or Disposal G (>500,000tpa).
2. Grant a concession under s120(1)(c) of the *Local Government Regulation 2012* by proposing a rate payment arrangement so that rates are paid in full within a reasonable timeframe.

CARRIED

6/3

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. Chambers	Cr. Chandler
Cr. Flynn	Cr. Golder
Cr. Newman	Cr. McMullen
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer
**Lead Rates and Utilities Billing
Officer/Systems Administrator**
Item Number:
C.6
File Number: D19/95701
SUBJECT HEADING:
**OUTSTANDING RATES AND CHARGES MONTHLY
UPDATE - SEPTEMBER 2019**
Author and Officer's Title:
Rates and Utilities Billing Officer
Executive Summary:
The purpose of this report was to provide Council with an update on the progress of debt recovery for overdue rates and charges.
Resolution No. GM/10.2019/75
Moved Cr Newman
Seconded Cr Chandler
That Council receive and note the Officer's report as presented.

CARRIED

9/0

Responsible Officer
Rates and Utilities Billing Officer

Item Number: C.7 **File Number:** D19/95791
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 timeframe that is in Council's adopted Revenue Statement.

Resolution No. GM/10.2019/76

Moved Cr O'Neil

Seconded Cr McMullen

That Council accept the applicants' payment arrangements as set out in Table A, subject to all rates, charges and arrears accumulated being paid in full by 30 June 2021, as follows:

Assessment No.	Approved Payment Plan
12004800	\$50/week
14032528	\$162/fortnight
12006235	\$68/week
14006852	\$301/month

CARRIED

9/0

Responsible Officer

Rates and Utilities Billing Officer

Cr. Chandler, having previously foreshadowed a 'Material Personal Interest' in the following item, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 4.28pm, taking no part in discussions and debate on the matter.

Item Number: C.8 **File Number:** D19/94976
SUBJECT HEADING: REQUEST FOR REDUCED TRADING TERMS
Officer's Title: Manager - Procurement & Plant

Executive Summary:

Council received correspondence from a supplier (Creditor 14819), requesting a reduction in trading terms from 28 days to 14 days.

The request was tabled for Council's consideration.

Resolution No. GM/10.2019/77

Moved Cr McMullen

Seconded Cr O'Neil

That Council approve the requested reduction in trading terms from twenty-eight (28) days to fourteen (14) days for any invoices submitted by Creditor 14819.

CARRIED

8/0

Responsible Officer

Manager - Procurement & Plant

At cessation of discussion and debate on the abovementioned item, Cr. Chandler returned to the Chamber at 4.29pm.

Item Number: C.9 **File Number:** D19/96108

SUBJECT HEADING: BITUMEN SEAL AT BONNYDOON ROAD, INJUNE.

Officer's Title: Manager - Procurement & Plant

Executive Summary:

Council invited suitably qualified and experienced contractors to submit a schedule of pricing and supporting documentation for the completion of bitumen sealing at Bonnydoon Road Injune.

Responses were reviewed by an evaluation panel and the report submitted for Council's consideration.

Resolution No. GM/10.2019/78

Moved Cr Newman

Seconded Cr McMullen

That Council:

1. **Select Austek Spray Seal as the recommended supplier for VP161277 – Bitumen Seal Bonnydoon Road Injune.**
2. **Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Austek Spray Seal, noting the value of \$428,482.95 inclusive of GST, and form a contract by way of purchase order if the final terms are acceptable.**
3. **Assign the expenditure to the 2019/20 budget allocation for the capital upgrade of Bonnydoon Road.**

CARRIED

9/0

Responsible Officer

Manager - Procurement & Plant

The Deputy Director Infrastructure Services/Strategic Road Management was not present when Council discussed and determined the outcome of the following item.

Item Number: C.10 **File Number:** D19/96517

SUBJECT HEADING: TENDER 20003 – REGISTER OF PRE-QUALIFIED SUPPLIERS FOR MATERIAL PRODUCTION SERVICES (WINNING & CRUSHING)

Officer's Title: Manager - Procurement & Plant

Executive Summary:

Each year, Council's budget includes provision for various works which sometimes require supplementing with external plant and resources. One such area is the production of material at the Roma Quarry and Council's other regional pits.

Council advertised for contractors for the formation of a Register of Pre-Qualified Suppliers for Material Production Services (Winning & Crushing) to produce material from these pits for Council works.

The tender opened on 16 August 2019 and closed on 14 October 2019.

The report was submitted for Council's consideration.

Resolution No. GM/10.2019/79

Moved Cr Golder

That the matter lay on the table for further consideration at an upcoming Meeting.

CARRIED

9/0

Responsible Officer

Manager - Procurement & Plant

Item Number:

C.11

File Number: D19/78045

SUBJECT HEADING:

APPLICATION FOR PERMIT TO OCCUPY OVER ROAD RESERVE ADJOINING LOT 1 ON RP154619, LOT 31 ON DUB5359 AND LOT 49 ON DUB53125 - AMBY

Officer's Title:

Land Administration Officer

Executive Summary:

Council received an application for a Permit to Occupy over a section of road reserve adjoining Lot 1 on RP154619, Lot 31 on DUB5359 and Lot 49 on DUB53125 for the purpose of allowing grazing cattle access to pasture and water.

Resolution No. GM/10.2019/80

Moved Cr McMullen

Seconded Cr Chandler

That:

- 1. Council offer no objection to the issuance of a Permit to Occupy over the section of road reserve adjoining Lot 1 on RP154619, Lot 31 on DUB5359 and Lot 49 on DUB53125.**
- 2. The application be submitted to the Department of Natural Resources, Mines and Energy within 12 months of the applicant's proposal being considered at a General Council Meeting.**

CARRIED

8/1

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. Newman
Cr. Chandler	
Cr. Flynn	
Cr. Golder	
Cr. McMullen	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer

Land Administration Officer

Item Number:

C.12

File Number: D19/90240

SUBJECT HEADING:

REVIEW OF ADMINISTRATIVE ACTION COMPLAINT
(CRM 16085/2019)

Officer's Title:

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

Executive Summary:

Council is required to complete an internal review of an Administrative action complaint in accordance with Council's Complaint Management Policy.

Resolution No. GM/10.2019/81

Moved Cr Chambers

Seconded Cr Newman

That Council:

1. Respond to the customer advising them that the matter has been reviewed by the elected Council under Council's Complaints Management Policy, and provide the information detailing the outcome of this review, including clarification of the history of the matter.
2. Provide a copy of the abovementioned correspondence to the Office of the Queensland Ombudsman.

NO VOTE TAKEN

Responsible Officer

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

No vote was taken on the draft motion at that time, with Cr. McMullen proposing the following amendment to the draft motion, and in response Cr. Chambers indicated she would not accept the amendment and elected to withdraw the draft motion.

Resolution No. GM/10.2019/82

Moved Cr Chambers

Seconded Cr Newman

That Council:

1. Respond to the customer advising them that the matter has been reviewed by the elected Council under Council's Complaints Management Policy and provide the information that is contained in the attached correspondence to the officer's report, together with clarification about the history of the matter.
2. Provide a copy of the abovementioned correspondence to the Office of the Queensland Ombudsman.

MOTION WITHDRAWN

Resolution No. GM/10.2019/83
Moved Cr McMullen
Seconded Cr Newman
That Council:

1. Respond to the customer advising them that the matter has been reviewed by the elected Council under Council's Complaints Management Policy and provide the information that is contained in the attached correspondence to the officer's report, together with clarification about the history of the decision.
2. Provide a copy of the abovementioned correspondence to the Office of the Queensland Ombudsman.

CARRIED
9/0
Responsible Officer
**Deputy Chief Executive Officer/Director -
Development, Facilities & Environmental
Services**

Cr. Flynn, 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 4.41pm, taking no part in discussions and debate on the matter.

Item Number:
C.13
File Number: D19/95575
SUBJECT HEADING:
**APPLICATIONS FOR COMMUNITY GRANTS ROUND ONE
2019/20**
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.

Resolution No. GM/10.2019/84
Moved Cr O'Neil
Seconded Cr McMullen
That Council:

1. Endorse the recommendations of the assessment panel and approve the following Community Grant applications for payment:

GROUP	GRANT TYPE	FUNDED
Roma Rugby Union	Small	\$3,000
Mitchell Rotary Club	Small	\$1,887
Roma Show Society	Small	\$2,662
TOTAL		\$7,549

GROUP	GRANT TYPE	FUNDED
Easter in the Country	Community	\$10,000

Wallumbilla Town Improvement Group	Community	\$10,000
Injune Tennis Club	Community	\$10,000
Jackson CWA	Major	\$14,983
TOTAL		\$44,983
	Overall Total	\$52,532

2. Allocate \$7,600 to Bluecare for the Morning Melodies program in 2020, being funded on a 50/50 basis from Community Support budget GL 2843.2001.2001, and Healthy Maranoa Operations budget GL 2842.2022.2001, and that Council staff work with Bluecare to source more local entertainers.

3. Remove the Major Grant category for funding in Round Two, 2019/20 due to budget constraints.

CARRIED 8/0

Responsible Officer	Regional Grants & Council Events Development Coordinator
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At cessation of discussion and debate on the abovementioned item, Cr. Flynn returned to the Chamber at 4.45pm.

Cr. O'Neil, 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 4.45pm, taking no part in discussions and debate on the matter.

Item Number: C.14 **File Number:** D19/95944

SUBJECT HEADING: SPONSORSHIP REQUEST FOR 2020 QUEENSLAND TRAINING AWARDS - REGIONAL FINAL FOR DARLING DOWNS SOUTH WEST

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

Executive Summary:

The 2020 Queensland Training Awards – Regional Final for Darling Downs South West will be held in Roma in July, and Council has been approached to sponsor the event.

Resolution No. GM/10.2019/85
Moved Cr Chandler
Seconded Cr Newman
That Council:
<ol style="list-style-type: none"> 1. Endorse the request to sponsor the 2020 Queensland Training Awards – Regional Final for Darling Downs South West, to be held in Roma on 25 July 2020. 2. Provide sponsorship of the dinner for \$3,300 (including GST) from the Sponsorship budget GL 2887.2249.2001, in return for the promotional opportunities outlined in the prospectus. 3. Provide additional information and assistance to the organisers: <ol style="list-style-type: none"> a) 3-4 minute power point featuring images from the region (no sound) to be used as background during Councillors' welcome speech; b) Assist with promotion of nominations; c) Provide a list of local suppliers including hair and beauty, coffee shops etc to be distributed to award entrants, and collate 'shop local' vouchers and tourism information for welcome packs.

CARRIED

7/1

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. Scheffe	
Cr. Stanford	

Responsible Officer	Regional Grants & Council Events Development Coordinator
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At cessation of discussion and debate on the abovementioned item, Cr O'Neil returned to the Chamber at 4.47pm.

Item Number: C.15 **File Number:** D19/96017

SUBJECT HEADING: 2019/20 CAPITAL WORKS PROGRAM AMENDMENT - MITCHELL WATER TOWER RELINING

Officer's Title: Manager - Water, Sewerage & Gas

Executive Summary:

The 2019/20 approved capital works program includes relining of the Mitchell Water Tower. A structural inspection indicated that, overall the concrete of the tower was in reasonable condition but also identified many other issues requiring remedial works, including platforms, support beams, ladders, and brackets. The cost of relining the Mitchell water tower does not provide commensurate benefit due to an alternative with the installation of a new bore planned and therefore the report sought approval to not continue with this project.

Resolution No. GM/10.2019/86

Moved Cr Scheffe

Seconded Cr McMullen

That Council:

1. Not proceed with construction for lining of Mitchell Water Tower project.
2. Approve the transfer of \$94,792 to Mitchell Water Main Renewals and upgrade project.

CARRIED

9/0

Responsible Officer	Manager - Water, Sewerage & Gas
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Item Number: C.16 File Number: D19/95393

SUBJECT HEADING: 2019/20 CAPITAL WORKS PROGRAM BUDGET
 AMENDMENT: ADDITIONAL FUNDING FOR MITCHELL
 WATER MAIN RENEWALS

Officer's Title: Manager - Water, Sewerage & Gas

Executive Summary:

The water main renewal projects in Mitchell, which were carried over from 2018/19 program year, require additional works to be undertaken to address water pressure issues experienced by residents north of the railway line. This requires a budget amendment to allow these works to be completed.

Resolution No. GM/10.2019/87

Moved Cr McMullen

Seconded Cr Schefe

That Council note that the matter was dealt with in the prior resolution (GM/10.2019/86).

CARRIED

9/0

Responsible Officer

Manager - Water, Sewerage & Gas

Item Number: C.17 File Number: D19/96079

SUBJECT HEADING: SUPPORT FOR SURAT ABORIGINAL CORPORATION
 INDIGENOUS FESTIVAL IN ROMA, SEPTEMBER 2020

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

Executive Summary:

Surat Aboriginal Corporation has requested support from Council to hold an inaugural Indigenous Festival at The Big Rig in Roma in September 2020.

Resolution No. GM/10.2019/88

Moved Cr Newman

Seconded Cr Chandler

That Council:

1. Approve the request from Surat Aboriginal Corporation to hold an inaugural Indigenous Festival in Roma in September 2020, with the following support:
 - a) Approval to hold the Festival at The Big Rig Parklands, subject to the venue being available when dates are confirmed.
 - b) Provide a letter of support for the funding application to the Outback Tourism Events fund from Cr Cameron O'Neil, Portfolio Chair of Events.
2. Recommend that the Surat Aboriginal Corporation apply for funding through the 2019/20 Regional Arts Development Fund (RADF) program for arts and performance based aspects of the festival.

CARRIED

9/0

Responsible Officer

**Regional Grants & Council Events
 Development Coordinator**

Item Number: C.18 File Number: D19/95733

SUBJECT HEADING: PERMIT TO OCCUPY - PORTION OF STOCK ROUTE
ADJOINING LOT 261 ON DL132

Officer's Title: Administration Officer - Land Administration

Executive Summary:

In 2017 Council considered a request for permission to occupy over part of stock route adjoining land described as Lot 261 on DL132 for the purpose of grazing livestock. The applicant sought confirmation that Council's resolution made on 8 February 2017 is still valid so that the application can be lodged with the Department of Natural Resources, Mines and Energy.

Resolution No. GM/10.2019/89

Moved Cr McMullen

Seconded Cr Chambers

That:

1. Council confirm Resolution No. GM/02.2017/17 as still being valid for the purpose of allowing the application to occupy over part of stock route adjoining land described as Lot 261 on DL132 to be dealt with under the *Land Act 1994* by the Department of Natural Resources, Mines and Energy.
2. The application be submitted to the Department of Natural Resources, Mines and Energy within 12 months of the applicant's proposal being considered at a General Council Meeting.

CARRIED

9/0

Responsible Officer

Administration Officer - Land Administration

Item Number: C.19 File Number: D19/96363

SUBJECT HEADING: ROMA SALEYARDS INTERPRETIVE CENTRE -
CONTRACT PAYMENT VARIATION

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

Executive Summary:

Arterial Design Pty Ltd has been engaged by Council to deliver the design and fit out of the Interpretive Centre at the Roma Saleyards Multi-Purpose Facility.

Council received a request from Arterial Design Pty Ltd to provide advance payment for specialty technology hardware for the display. This request presented a variation to the current contract with Arterial Design Pty Ltd which notes that no advance payment will be made for unfixed plant and equipment.

Resolution No. GM/10.2019/90

Moved Cr Flynn

Seconded Cr O'Neil

That Council:

1. Endorse a variation to the current contract with Arterial Design Pty Ltd, as outlined in the body of the report, that authorises the advance payment of \$85,517.48 (excluding GST) to Arterial Design Pty Ltd for the purchase of specialty technology hardware required for the Interpretive Centre at the Roma Saleyards Multi-Purpose Facility.

2. Authorise the Chief Executive Officer, or delegate, to register Council's interest in the unfixed plant and equipment on the Personal Property Securities Register (PPSR) as soon as practicably possible.

CARRIED

7/2

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	
Cr. Schefe	
Cr. Stanford	

Responsible Officer	Deputy Director Infrastructure Services/Strategic Road Management
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Item Number:

C.20

File Number: D19/96934

SUBJECT HEADING:

TEMPORARY WORKERS' ACCOMMODATION FACILITIES
- APLNG PROJECT

Officer's Title:

Chief Executive Officer

Executive Summary:

The report provided an update on progress in relation to the agreement preparations, and sought an extension of the temporary workers' camps' approval to allow that process to be concluded.

Resolution No. GM/10.2019/91

Moved Cr Schefe

Seconded Cr Newman

That Council extend the life of the temporary workers camps until 11 December 2019 to allow time to finalise an agreement.

CARRIED

9/0

Responsible Officer	Chief Executive Officer
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LATE CONFIDENTIAL ITEMS

Item Number:

LC.1

File Number: D19/82800

SUBJECT HEADING:

RECOMMENDATION TO PROCURE TWO (2) PRIME
MOVER (FLOAT) TRUCKS

Officer's Title:

Operations Manager - Plant, Fleet & Workshops

Executive Summary:

This report evaluated quotations received for the supply and delivery of two (2) replacement Float Truck Primer Movers.

Resolution No. GM/10.2019/92

Moved Cr McMullen

Seconded Cr Newman

That Council:

1. **Select Black Truck & Ag (Black Truck Sales) as the recommended supplier for the supply of two (2) Western Star 4964FXT Prime Movers for a total purchase price of \$661,980.00 including GST, (excluding statutory registration costs), pursuant to section 234 of the *Local Government Regulation 2012* - Exception for Local Government Arrangement.**
2. **Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Black Truck & Ag (Black Truck Sales) and raise purchase orders if the final terms are acceptable.**
3. **Assign expenditure to General Ledger 6551.**

CARRIED

9/0

Responsible Officer

Operations Manager - Plant, Fleet & Workshops

Item Number:

LC.2

File Number: D19/95707

SUBJECT HEADING:

RECOMMENDATION TO PROCURE FIVE (5) CREW CAB LIGHT RIGID JOB TRUCKS.

Officer's Title:

Operations Manager - Plant, Fleet & Workshops

Executive Summary:

Council sought quotes for the supply and delivery of five (5) replacement 2WD Crew Cab Light Rigid Job Trucks.

The evaluation report was tabled for Council's consideration.

Resolution No. GM/10.2019/93

Moved Cr O'Neil

Seconded Cr Schefe

That Council:

1. **Select Black Truck & Ag (Black Truck Sales) as the recommended supplier for the supply of five (5) Isuzu NPR 75-190 Crew Cab Light Rigid Trucks for a total purchase price of \$438,386.35 including GST, (excluding statutory registration costs), pursuant to section 234 of the *Local Government Regulation 2012* - Exception for Local Government Arrangement.**
2. **Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Black Truck & Ag (Black Truck Sales) and raise purchase orders if the final terms are acceptable.**
3. **Assign expenditure to General Ledger 6551.**

CARRIED

9/0

Responsible Officer

Operations Manager - Plant, Fleet & Workshops

Item Number: LC.3 **File Number:** D19/95767
SUBJECT HEADING: ADMINISTRATIVE ACTION COMPLAINT (CR 6500/2019)
Officer's Title: Manager - Planning & Building Development

Executive Summary:

Further information has been obtained in relation to Administrative Action Complaint Reference CR 6500/2019, in accordance with General Meeting Resolution GM/10.2019/29.

Resolution No. GM/10.2019/94

Moved Cr Schefe

That the matter lay on the table for further consideration at an upcoming Policy Development Workshop prior to presentation at a future General Meeting.

CARRIED

9/0

Responsible Officer	Manager - Planning & Building Development
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Item Number: LC.4 **File Number:** D19/95719
SUBJECT HEADING: PROPOSED REGIONAL UNIVERSITIES CENTRE - MARANOA
Officer's Title: Manager - Economic & Community Development

Executive Summary:

Council has authorised the writer to investigate the concept of "Country Universities Centres" with a view of facilitating the establishment of a like centre in Roma. The conclusions from the initial investigation (that included a visit to the Country Universities Centre in Cooma, New South Wales, and interviews with the leadership of the University of Southern Queensland) supports the concept without reservation.

The availability of a substantial government grant to establish the centre, the potential for financial sustainability through contractual relationships with one or more universities, and the importance of establishing an appropriate community based structure that will govern the operations of the centre, are key points that have emerged to support the establishment of a Maranoa Centre.

Perhaps the main point to make is that while local councils are important stakeholders in the establishment and ongoing operations of these centres, they are not the host organisations, moreover a community based mechanism performs that role. Accordingly planning from project inception should be performed at that level.

This report provides a recommendation to Council - the key message of which is to endorse the formation of an interim board which will:

- Elect to form an interim board that will facilitate the formation of a community organisation and leadership
- Establish its Terms of Reference
- Determine the preferences for contractual arrangements with the university sector and service delivery model
- Assist in the development of a project plan which will also establish stakeholder relations and input
- Submit an application to the Department of Education (Commonwealth) Regional Universities Centre Program.
- Operate the Centre when opened.

If supported, the outcome from this recommendation, will ensure that the same people who plan the establishment of this centre will form the board of the governing organisation.

Resolution No. GM/10.2019/95
Moved Cr Newman
Seconded Cr Schefe
That Council:

1. Receive and note the officer report following his visit to Country Universities Centre – Monaro (Cooma NSW).
2. Facilitate the establishment of a Regional Universities Centre in the Maranoa in accordance with the Commonwealth Government “Regional Universities Centre funding program” 2019, as a part of Council’s Operational Plan 2019/20.
3. Facilitate the formation of an interim board, provide in-kind support for development of the application, and other interim administrative support.
4. Endorse the attendance of Cr. O’Neil at the Best Practice in Regional Study Hubs Symposium 2019 on 14 – 16 November 2019 in Jindabyne.

CARRIED
9/0
Responsible Officer
Manager - Economic & Community Development
Item Number:
LC.5
File Number: D19/90567
SUBJECT HEADING:
MITCHELL WASTE FACILITY - CONSTRUCTION OF A NEW WASTE CELL
Officer’s Title:
Manager - Construction
Executive Summary:

The 2019/20 approved capital works program includes a project for the construction of a new waste cell at the Mitchell Waste Facility. The new cell is planned to be constructed adjacent to the current cell which is located on Dump Road, Mitchell.

The construction cost estimate for the new cell currently exceeds the budget allocation, therefore the report sought reallocation of funding to enable the works to be carried out.

Resolution No. GM/10.2019/96
Moved Cr McMullen
Seconded Cr Newman
That Council:

1. Approve the allocation of an additional \$335,000 to the 2019/20 approved project for the construction of a new waste cell and supporting infrastructure at the Mitchell Waste Facility (WO18901).
2. Authorise funding to be reallocated from the following:
 - \$120,000 - Specific Reserves: Waste
 - \$110,000 - 2019/20 Rural & Urban Reseals (WO20386 / WO20387)
 - \$105,000 - Hospital Park Soft-fall (WO20301)
 - \$105,000 from Infrastructure Charges (Parks), to complete the original budgeted scope of works at Hospital Park Roma – Replacement of soft-fall in play area (WO20301).

CARRIED
9/0
Responsible Officer
Manager - Construction

Item Number: LC.6 File Number: D19/95922
 SUBJECT HEADING: 2019/20 RESEAL PROGRAM - TENDER AWARD
 Officer's Title: Deputy Director Infrastructure Services/Strategic Road Management

Executive Summary:

Council invited suitably qualified and experienced contractors to submit a schedule of rates pricing and supporting documentation for the delivery of Council's annual bitumen resealing program.

The tender period opened in late August, with a closing date of 19 September 2019.

Responses were evaluated by a panel and the report submitted for Council's consideration.

Resolution No. GM/10.2019/97

Moved Cr Scheffe

Seconded Cr McMullen

That Council:

1. Select COLAS Queensland Pty Ltd as the recommended tenderer for Tender 20005 – Bitumen Reseal Program 2019/20.
2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with COLAS Queensland Pty Ltd, noting the tendered value of \$1,643,737.32 exclusive of GST and execute the contract if the final terms are acceptable.
3. Delegate authority to the Chief Executive Officer, noting that this will be sub-delegated to the nominated Superintendent (for Council), to order variations up to the value outlined in the body of the officer's report to deliver the scope of work, noting the nature of the contract and the variability associated with the bitumen seal design process.
4. Assign the expenditure to the 2019/20 budget allocation for the Rural Road and Urban Street Annual Bitumen Reseal Program.

CARRIED

9/0

Responsible Officer

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

Item Number: LC.7 File Number: D19/95280
 SUBJECT HEADING: INTERPRETIVE CENTRE - EXHIBITION CONTENT
 MATRIX AND ELEVATIONS
 Officer's Title: Director - Corporate, Community & Commercial Services

Executive Summary:

The purpose of this report was to consider the final draft of the Content Matrix (text and imagery) for each of the elevations in the Roma Saleyards Interpretive Centre Exhibition.

Moved Cr Chandler

Seconded Cr Newman

The Council:

1. Approve the exhibition Content Matrix (text and imagery selection).

2. Approve the exhibition elevations - visual of exhibition with text and imagery in place for:

- The Paddock
- The Long Paddock
- The Roma Saleyards
- Beyond Roma

as presented.

NO VOTE TAKEN

No vote was taken on the draft motion at that time, with Cr. O'Neil proposing that the points for the draft resolution be voted on separately.

Resolution No. GM/10.2019/98

Moved Cr O'Neil

That points one (1) and two (2) of the draft resolution be voted on separately.

CARRIED

7/2

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	
Cr. Schefe	
Cr. Stanford	

Resolution No. GM/10.2019/99

Moved Cr Chandler

Seconded Cr Newman

The Council approve the exhibition Content Matrix (text and imagery selection) as presented.

CARRIED

7/2

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. O'Neil
Cr. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. Schefe	
Cr. Stanford	

Responsible Officer

Director - Corporate, Community & Commercial Services

Resolution No. GM/10.2019/100
Moved Cr Chandler
Seconded Cr Newman

That Council approve the exhibition elevations - visual of exhibition with text and imagery in place for:

- **The Paddock**
- **The Long Paddock**
- **The Roma Saleyards**
- **Beyond Roma**

as presented.

CARRIED
7/2

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. O'Neil
Cr. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer
Director - Corporate, Community & Commercial Services
Resolution No. GM/10.2019/101
Moved Cr Chandler
Seconded Cr Chambers

That Council initiate a meeting with the Roma Saleyards Interpretive Centre Concept & Design Temporary Advisory Committee to advance discussions on the entrance sculpture.

CARRIED
9/0
Responsible Officer
Director - Corporate, Community & Commercial Services
Resolution No. GM/10.2019/102
Moved Cr O'Neil
Seconded Cr Flynn

That the entrance sculpture be a life like depiction of a beast or beasts.

CARRIED
8/1

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	
Cr. Schefe	
Cr. Stanford	

Responsible Officer	Director - Corporate, Community & Commercial Services
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Cr. Stanford left the Chambers at 5.27pm.

Item Number: LC.8 **File Number:** D19/97029

SUBJECT HEADING: AMENDMENTS TO THE ORGANISATIONAL STRUCTURE

Officer's Title: Manager - Organisational Development & Human Resources

Executive Summary:

The report sought Council approval for amendments to the Organisational Structure.

Resolution No. GM/10.2019/103	
Moved Cr Newman	Seconded Cr Chambers
That Council endorse the proposed amendment to the Organisational Structure as follows:	
<ul style="list-style-type: none"> ○ Change position title of Regional Customer Service Officer / Team Coordinator (0216) to Lead Customer Service Officer (0216) ○ Change position title and Full Time Equivalent (FTE) of Trainee – Business Administration (1002) (FTE 1.00) to Relief Administration Officer (1002) (Casual FTE 0.41) ○ Create a new position of Workplace Health & Safety Advisor (Part-time FTE 0.40) reporting to the Operations Manager – Enterprise Risk, Quality, Safety & Environment (0121) 	
CARRIED	8/0

Responsible Officer	Manager - Organisational Development & Human Resources
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LATE VERBAL ITEMS

Item Number: L.1 **File Number:** N/a

SUBJECT HEADING: REQUEST FOR SUPPORT – REMOTE AIRCRAFT LANDING STRIP

Officer's Title: Chief Executive Officer

Executive Summary:

The applicant requested that Council provide a letter of support in their application for funding to upgrade a very remote aircraft landing strip to all weather access, located off Hoganthulla Road Mungallala.

Resolution No. GM/10.2019/104
Moved Cr Chambers
Seconded Cr Flynn
That the Mayor provide a letter of support for the funding application as requested.
CARRIED
8/0
Responsible Officer
Acting Executive Services Officer

Cr. O'Neil left the Chambers at 5.30pm, and returned at 5.31pm.

Cr. Stanford returned to the Chamber at 5.31pm.

Item Number:
12.2
File Number: D19/96841
SUBJECT HEADING:
**ACCESS TO DISCOUNTED WATER FOR DOMESTIC USE
AND WATERING OF STOCK**
Officer's Title:
**Manager - Water, Sewerage & Gas
Project Officer – Process & Systems Review**
Executive Summary:

The intent of this report was to combine and update the content of previous resolutions into one Council resolution, in relation to Maranoa rural residents having the ability to access discounted water for domestic and stock watering purposes.

It was proposed to allow the standpipes at Injune, Roma and Mitchell to provide discounted water to residents in the form of a prepaid key.

This matter had been laid on the table earlier during the meeting. Council resumed its deliberations.

Resolution No. GM/10.2019/105
Moved Cr Schefe
Seconded Cr Chambers
That:

1. Council note the intention that this resolution will supersede all three prior resolutions for Prepaid Water (GM/03.2017/45, GM/03.2014/34 & GM/10.2018/49) with a single resolution to simplify administration of the discounted water and provide additional clarification for residents of the available discounts.
2. Policies are to only apply while the Maranoa region is drought declared.
3. Domestic prepaid water charges be linked to the domestic potable water charge per kilolitre as contained in the adopted Revenue Statement each year. Further that a maximum amount of water to be taken for domestic use be set at 52KL/month.
4. Watering of stock be charged at double the price of the domestic potable water rate. A maximum amount of water to be taken for stock be set at 200KL/month.
5. The charge per kL for 2019/20 be as follows:

Domestic rate	Regular standpipe rate	Discounted domestic use of standpipe	Discounted stock use of standpipe
92 cents	\$14.20	92 cents	\$1.84

Thereafter this be linked to the approved potable water charge per kilolitre incorporated in the adopted Revenue Statement each year.

6. Water use from the Wallumbilla standpipe be limited to 1,000 litres per visit.
7. The Surat Water Standpipe be excluded from this arrangement.
8. Access be from the Injune, Mitchell, Roma and Wallumbilla Standpipes only.

CARRIED

8/1

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	
Cr. Schefe	
Cr. Stanford	

Responsible Officer

Manager - Water, Sewerage & Gas

Cr. O'Neil declared a 'Conflict of Interest' in the following item, due to Golden West Apprenticeships being a partner organisation of the request. Cr. O'Neil is a Non-Executive Director of Golden West Apprenticeships. Cr. O'Neil left the Chamber at 5.41pm, taking no part in discussion or debate on the matter.

Item Number:

LC.9

File Number: D19/97985

SUBJECT HEADING:

REQUEST FOR LETTER OF SUPPORT - GROWCOM

Officer's Title:

Acting Executive Services Officer

Executive Summary:

This report presented a request received for a letter of support from the Mayor that is outside the scope of the Expenses Reimbursement Policy.

Resolution No. GM/10.2019/106

Moved Cr Chambers

Seconded Cr McMullen

That a letter of support in favour of the request be issued by the Mayor.

CARRIED

8/0

Responsible Officer

Acting Executive Services Officer

At cessation of discussion and debate on the abovementioned item, Cr. O'Neil returned to the Chamber at 5.42pm.

The Chief Executive Officer requested that Council include, as a late agenda item, discussion on the date selection for the My Maranoa Street Christmas Party.

Council determined:

Resolution No. GM/10.2019/107

Moved Cr O'Neil

Seconded Cr Newman

That Item L.2 – Date for the My Maranoa Street Christmas Party be included in the late agenda.

CARRIED

9/0

Mayor Golder declared a perceived 'Conflict of Interest' in the following item, due to him owning a business in McDowall Street Roma, a location in the vicinity where the celebration will be held.

Cr. Schefe declared a 'Material Personal Interest' in the following item, due to his brother owning a business in McDowall Street Roma, a location in the vicinity where the celebration will be held.

Cr. Stanford declared a 'Conflict of Interest' in the following item, due to her owning a business in McDowall Street Roma, and indicated that the business may participate in the event.

Cr. Flynn declared a 'Conflict of Interest' in the following item, due to him owning a business in the Roma CBD, and indicated that the business may participate in the event.

Mayor Golder and Councillors Schefe, Stanford and Flynn left the Chamber at 5.43pm, taking no part in discussions or debate on the matter.

The Deputy Mayor took the role of 'Acting Chair' in the Mayor's absence.

Item Number:

L.2

File Number: N/a

SUBJECT HEADING:

DATE FOR THE MY MARANOA STREET CHRISTMAS PARTY

Officer's Title:

Chief Executive Officer

Executive Summary:

The agenda item proposed to change the date for the My Maranoa Street Christmas Party to be held in the Roma CBD.

Resolution No. GM/10.2019/108

Moved Cr O'Neil

Seconded Cr Chandler

That the My Maranoa Street Christmas Party be held on Thursday, 5 December 2019.

CARRIED

5/0

Responsible Officer

**Regional Grants & Council Events
Development Coordinator/Lead Corporate
Communications & Design Officer**

At cessation of discussion and debate on the abovementioned item, Mayor Golder returned to the Chambers and assumed the Chair, as did Councillors Schefe, Stanford and Flynn.

CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 5.46pm.

These Minutes are to be confirmed at the next General Meeting of Council to be held on 13 November 2019, at Roma Administration Centre.

.....
Mayor.

.....
Date.

.....
Deputy Mayor.

.....
Date.

Special 31 October 201957

MINUTES OF THE SPECIAL MEETING OF MARANO REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 31 OCTOBER 2019 COMMENCING AT 3.10PM

ATTENDANCE

Mayor Cr. T D Golder chaired the meeting with Deputy Mayor J L Chambers (by telephone), Cr. N H Chandler (by telephone), Cr. P J Flynn, Cr. G B McMullen, Cr. W M Newman (by telephone), Cr D J Scheffe, Chief Executive Officer – Julie Reitano and Minutes Officer – Kelly Rogers in attendance.

AS REQUIRED

Deputy Chief Executive Officer/Director Development, Facilities & Environmental Services – Rob Hayward, Deputy Director Infrastructure Services/Strategic Road Management – Cameron Hoffmann, Manager Construction - Evan Woods, Manager Procurement & Plant – Michael Worthington.

WELCOME

The Mayor welcomed all present and declared the meeting open at 3.10pm.

**COUNCIL ADJOURNED THE MEETING
FOR A BRIEF RECESS AT 3.11PM**

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 3.48PM**

APOLOGIES

Resolution No. SM/10.2019/01

Moved Cr Flynn

Seconded Cr McMullen

That apologies be received and leave of absence granted for Councillors O'Neil and Stanford for this meeting.

CARRIED

7/0

DECLARATION OF CONFLICTS OF INTEREST

There were no declarations of Conflicts of Interest.

BUSINESS

It was proposed that the Confidential Agenda items be the first items of consideration of the meeting. Council voted on the approach, with the outcome recorded as follows:

Resolution No. SM/10.2019/01

Moved Cr McMullen

Seconded Cr Scheffe

That Item C.1 - Roma Saleyards Multi-Purpose Building - Concrete Panel Facade Treatment, be the next item of business considered by Council, followed by the remainder of the Confidential Agenda.

CARRIED

7/0

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, Council resolved to close the meeting to discuss items C.1 – C.4, which it has deemed to be of a confidential nature and specifically pertaining to the following sections:

- (c) the local government budget;
- (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.

Resolution No. SM/10.2019/03

Moved Cr McMullen

Seconded Cr Flynn

That Council close the meeting to the public at 3.50pm.

CARRIED

7/0

Resolution No. SM/10.2019/04

Moved Cr Flynn

Seconded Cr McMullen

That Council open the meeting to the public at 4.29pm.

CARRIED

7/0

CONFIDENTIAL ITEMS (discussed in closed session)

Item Number:

C.1

File Number: D19/101270

SUBJECT HEADING:

**ROMA SALEYARDS MULTI-PURPOSE BUILDING -
CONCRETE PANEL FACADE TREATMENT**

Officer's Title:

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

Executive Summary:

This report presented Council with a number of options regarding the façade treatment on the tilt up panel section of the new Multi-Purpose Building at the Roma Saleyards. Treatment of this wall was removed from the scope of works at time of contract award, however a number of options were prepared for Council's consideration.

Resolution No. SM/10.2019/05

Moved Cr Flynn

Seconded Cr Schefe

That:

- 1. Council endorse the concept of a perforated aluminium façade treatment or laser cut steel treatment on the tilt up panel section of the new Multi-purpose Building at the Roma Saleyards.**
- 2. The final design be circulated to Councillors, with a preference for the Arterial design of the running herd, incorporating the 'Roma Saleyards' or 'Australia's largest Selling Cattle Centre'.**
- 3. Circulate the design to Councillors for review prior to manufacture.**

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. Schefe	

Responsible Officer	Deputy Director Infrastructure Services/Strategic Road Management
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Item Number:

C.2

File Number: D19/95278

SUBJECT HEADING:

ROMA SALEYARDS MULTI-PURPOSE FACILITY -
FURNITURE

Officer's Title:

Director - Corporate, Community & Commercial Services

Executive Summary:

The purpose of this report was to present to Council quotes for furniture to fit out the Canteen Room, Multi-Purpose Room, Waiting Room and the Administration areas of the Roma Saleyards Multi-Purpose Facility.

Resolution No. SM/10.2019/06

Moved Cr Flynn

Seconded Cr Schefe

That Council:

1. Select Rex Furnishers as the recommended supplier for the administration office furniture as outlined in the report.
2. Select Halls Tile & Carpet Court Furniture Court & Beds R Us as the recommended supplier for the canteen tables and chairs as outlined in the report.
3. Select Rex Furnishers as the recommended supplier for the Okidoki tables for the multi purpose room.
4. Be provided further options for chairs in the Multi-Purpose Room.

CARRIED

7/0

Responsible Officer	Director - Corporate, Community & Commercial Services
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Item Number: C.3 File Number: D19/98082

SUBJECT HEADING: ROMA SALEYARDS MULTI-PURPOSE FACILITY - COMBINED ADMINISTRATION SPACE

Officer's Title: Director - Corporate, Community & Commercial Services

Executive Summary:

This report provided Council with quotations for fit out of the combined administration space within the Roma Saleyards Multi-Purpose Facility.

Resolution No. SM/10.2019/07

Moved Cr Flynn

Seconded Cr Newman

That Council:

1. Engage Schiavello Systems (Qld) Pty Ltd for the fit out of the combined administration space.
2. Select option 2 as detailed in the quotation provided, for a value of \$82,590, to be costed from Work Order 20306 – Roma Saleyards Furniture fit out – Canteen and Offices Meeting Room.
3. Transfer \$32,000 from Saleyards Reserves to be used for expenditure associated with the fit out.

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. Scheffe	

Responsible Officer

Director - Corporate, Community & Commercial Services

Item Number: C.4 File Number: D19/100216

SUBJECT HEADING: TENDER 20003 – REGISTER OF PRE-QUALIFIED SUPPLIERS FOR MATERIAL PRODUCTION SERVICES (WINNING AND CRUSHING)

Officer's Title: Manager - Procurement & Plant

Executive Summary:

Each year, Council's budget includes provision for various works which sometimes require supplementing with external plant and resources. One such area is the production of material at the Roma Quarry and Council's other regional pits.

Council advertised for contractors for the formation of a Register of Pre-Qualified Suppliers for Material Production Services (Winning & Crushing) to produce material from these pits for Council works.

The tender opened on 16 August 2019 and closed on 14 October 2019.

Responses were assessed by an evaluation panel resulting in all tenderers being suitable to provide services, and the report submitted for Council's consideration.

Resolution No. SM/10.2019/08

Moved Cr McMullen

Seconded Cr Flynn

That Council approve the formation of Council's Register of Pre-Qualified Suppliers of Material Production Services (Winning & Crushing) established in accordance with section 232 of the Local Government Regulation 2012 to include the following Tenderers:

- a. Corbet's Timber Haulage
- b. Goodland Gravel Pty Ltd
- c. J & M Collinson Earthmoving Pty Ltd
- d. Johnson Haulage & Earthmoving
- e. Katcrush Pty Ltd
- f. Milbrae Quarries Pty Ltd
- g. Pearljaney Pty Ltd
- h. Roma Earthmoving Pty Ltd

CARRIED

7/0

Responsible Officer

Manager - Procurement & Plant

Item Number:

3.1

File Number: D19/101376

SUBJECT HEADING:

DRAFT ANNUAL REPORT 2018/19

Officer's Title:

Chief Executive Officer

Executive Summary:

The report tabled the draft 2018/19 Annual Report.

Resolution No. SM/10.2019/09

Moved Cr Chambers

Seconded Cr Scheffe

That:

1. Council receive the draft as tabled noting proposed additional inclusions.
2. Council adopt, subject to inclusion of the supplementary information, and a brief period of internal feedback and proof-reading prior to publication.
3. Council seek relevant funding bodies' approval of the content prior to release to the website.

4.	The updated copy (summary and detail) be printed for all Councillors within 7 days and tabled at the General Meeting on 13 November 2019.
5.	Publish the report on Council's website within two (2) weeks.
6.	An online version be made available so that residents may view both summary and detailed information about Council functions.
7.	Make the 2018/19 Annual Report available for sale at cost price for those wishing to purchase the document.
8.	The Minister be provided with an update on the annual report status by the Chief Executive Officer.
9.	The meeting attendances and expenses be circulated to individual Councillors for review.
CARRIED	
7/0	

Responsible Officer	Chief Executive Officer
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CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 5.07pm.

These Minutes are to be confirmed at the next Special Meeting of Council to be held on 13 November 2019, at the Roma Administration Centre.

.....
 Mayor.

.....
 Date.

OFFICER REPORT

Meeting: General 13 November 2019

Date: 1 November 2019

Item Number: 5.1

File Number: D19/101915

SUBJECT HEADING: Balonne Shire Council - Construction of River
Guages within the Boundaries of Maranoa
Regional Council

Classification: Open Access

Officer's Title: Associate to the Director / Directorate Budget &
Emergency Management Coordination

Executive Summary:

Council has received correspondence from Balonne Shire Council requesting that Council maintain three rain/river gauge structures that will be installed by Balonne Shire Council within our boundaries.

Officer's Recommendation:

That Council:-

1. Approve the construction of the rain/river gauges within our boundaries.
2. Decline the request for Maranoa Regional Council to maintain the structures.

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).

Balonne Shire Council

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
MRC	Maranoa Regional Council

Context:

Why is the matter coming before Council?

Correspondence has been received from Balonne Shire Council to advise that they have received funding to construct three rain/river gauges within our boundaries. Balonne Shire Council have requested that MRC maintain these structures.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Balonne Shire Council have received funding to construct three river gauges within our boundaries. The locations are as follows:

1. Automated rain gauge on Wallam Creek upriver from the junction of Wallam and Neabul Creeks. (0016 on the BOM recommended gauge map for Balonne-Condamine).
2. Automated rain gauge on Neabul Creek. (0015 on the BOM recommended gauge map for Balonne-Condamine).
3. Automated river/rain gauge at Begonia on the Maranoa River.
4. There may be a further gauge installed along the Maranoa River depending on budgetary constraints.

The gauges will provide rain and river information to the BOM and enable earlier and more accurate warnings to residents downstream in the Balonne Shire during times of heavy rain and flooding.

Balonne Shire will construct the structures but have requested that MRC maintain these structures. Maintenance requirements of this structure would be an annual inspection of the gauges. Aquamonix who will be installing the gauges for Balonne Shire Council have provided two options for Council to review.

These two options are:

1. Train 5-7 council staff to maintain the assets which would be an approximate cost of \$2500-\$3000. The training would include classroom and on site. Plus employee's wages to attend training and to conduct annual inspections. Other costs associated would include vehicles/fuel and possible purchase of specialised inspection equipment.
2. Aquamonix could maintain the assets at an approximate cost of \$10,000-\$12,000 (2xdays – 3 assets) annually.

The structures will remain an asset for the Balonne Shire Council and will be a benefit to Balonne Shire residents more so than Maranoa.

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)

Cameron Hoffman, Deputy Director Infrastructure/Manager Program & Contract Management.

Rob Hayward, Deputy CEO/Director Development, Facilities & Environmental Services.

Julie Davies, Communications Officer/Disaster Management Office, Balonne Shire Council.

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?

Option 1 – Approx. \$2,500-\$3,000 plus employee's wages to conduct annual inspection, vehicle/fuel and possible purchase of inspection equipment.

Option 2 – Approx. \$10,000 - \$12,000 annually.

Current expenditure on seven (7) MRC owned rain/river gauges is approx. \$18,664 annually conducted by Prospect.

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 the decision is granted for MRC to maintain these structures it will have an impact future budgets.

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 maintenance of the structures will become the responsibility of Balonne Shire Council.

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
Financial	Financial obligation to an asset that does not belong to Council.

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)

Decline the request for Council to maintain these structures as requested by Balonne Shire Council.

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 construction of the river gauges within our boundaries.
2. Decline the request for Maranoa Regional Council to maintain the structures.

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

3.4.1 Implement the State Government's Inspector-General Emergency Management's Emergency Management Assurance Framework to build our communities' resilience to emergencies, working to meet standards for prevention, preparedness, response and recovery).

Supporting Documentation:

- | | | |
|---|---|-----------|
| 1 | Details Construction Rain and River Gauges Infrastructure Under Guidance from Bureau of Meteorology (BOM) and Queensland Reconstruction Authority - Balonne Shire Council | D19/84638 |
| 2 | Email Balonne Shire Council re Construction & Installation of River Gauges | D19/95518 |
| 3 | Location of New Balonne River Gauges | D19/95517 |

Report authorised by:

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



Our Ref:
20 September 2019



Ms Julie Reitano
Chief Executive Officer
Maranoa Regional Council
PO Box 620
Roma QLD 4455

Dear Ms Reitano

I am writing to inform you that Balonne Shire Council is, under guidance from the Bureau of Meteorology (BOM) and the Queensland Reconstruction Authority, in the process of selecting sites for rain and river gauges infrastructure.

Three of these structures will be constructed within the boundaries of the Maranoa Regional Council:

- An automated rain gauge on Wallam Creek upriver from the junction of Wallam and Neabul Creeks (0016 on the BOM recommended gauge map for Balonne-Condamine)
- An automated rain gauge on Neabul Creek (0015 on the BOM recommended gauge map for Balonne-Condamine)
- An automated river/rain gauge at Begonia on the Maranoa River
- There may be a further gauge installed along the Maranoa River depending on budgetary constraints.

These gauges will provide rain and river information to the BOM and enable earlier and more accurate warnings to residents downstream during times of heavy rain and flooding.

Balonne Shire Council will construct and Maranoa Regional Council will maintain these structures. We will forward position details once we have that information.

Should you need any further information about the project please contact Julie Davies on 07 4620 8804.

Regards

Matthew Magin
CEO

Tue 15/10/2019 2:09 PM

Julie Davies Julie.Davies@balonne.qld.gov.au

RE: Construction & Installation of River Gauges

Hi Gem,

I've had a chat with Scott Stephens from Aquamonix – he's meeting with you next Tuesday!

He said there would be two options:

1. They could train 5-7 council staff to maintain the assets which would be an approximate cost of \$2500-\$3000. The training would include classroom and on site.
2. Aquamonix could maintain the assets at an approximate cost of \$10,000-\$12,000 (2xdays – 3 assets) annually.

Hope that helps.

Cheers

Julie

Julie Davies

Communications Officer | Disaster Management Officer

Direct: 07 4620 8804 | **Mobile:** 0476 660 047

Address: 112-118 Victoria Street, St George | PO Box 201 St George Q 4487



From: Gemma Lines [<mailto:Gemma.Lines@maranoa.qld.gov.au>]

Sent: Monday, 14 October 2019 10:03 AM

To: Julie Davies

Subject: RE: Construction & Installation of River Gauges

Hi Julie

I know we spoke very briefly about this last Thursday and you mentioned that it could be nipped out between the CEO's. I have spoken with Rob Hayward (Deputy CEO/LDC) and he would like to proceed with a report going to Council for review.

So I can get this report into our next meeting (23.10.2019) would you be able to make contact with Aquamonix to see what would be required on the maintenance side of things.

I would really appreciate if you could get back to me before Wednesday 16.10.2019.

Cheers

Gem

Gemma Lines
Associate to the Director / Budget & Emergency Management
Development, Facilities & Environmental Services



Maranoa Regional Council
Infrastructure Office
P.O. Box 620, Roma, QLD 4455
1 Cartwright Street Roma QLD 4455
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Please consider the environment before printing this e-mail

From: Julie Davies [<mailto:Julie.Davies@balonne.qld.gov.au>]
Sent: Tuesday, 8 October 2019 9:29 AM
To: Gemma Lines <Gemma.Lines@maranoa.qld.gov.au>
Subject: RE: Construction & Installation of River Gauges

Hi Gem,

I believe the maintenance would only involve checking the instruments. However I also believe that these would be done by Aquamonics who are installing the gauges. They have the contract to install. BSC is constructing the towers.

I would think there could be some sort of agreement between the two councils as to who does what as the gauges are benefitting residents in Balonne, not Maranoa. Let me investigate further and I'll get back to you.

Cheers

Julie

Julie Davies

Communications Officer | Disaster Management Officer

Direct: 07 4620 8804 | **Mobile:** 0476 660 047

Address: 112-118 Victoria Street, St George | PO Box 201 St George Q 4487



From: Gemma Lines [<mailto:Gemma.Lines@maranoa.qld.gov.au>]

Sent: Thursday, 3 October 2019 8:26 AM

To: Julie Davies

Subject: Construction & Installation of River Gauges

Good morning Julie

A quick email to let you know that I am doing up a report to go to a Council meeting to advise the Councillors of the future construction of River Gauges in our region. I have one quick question in relation to the letter where it mentions that MRC will maintain these structures. Would you be able to let me know via email what this maintenance will entail.

Catch you next week at the DDMG.

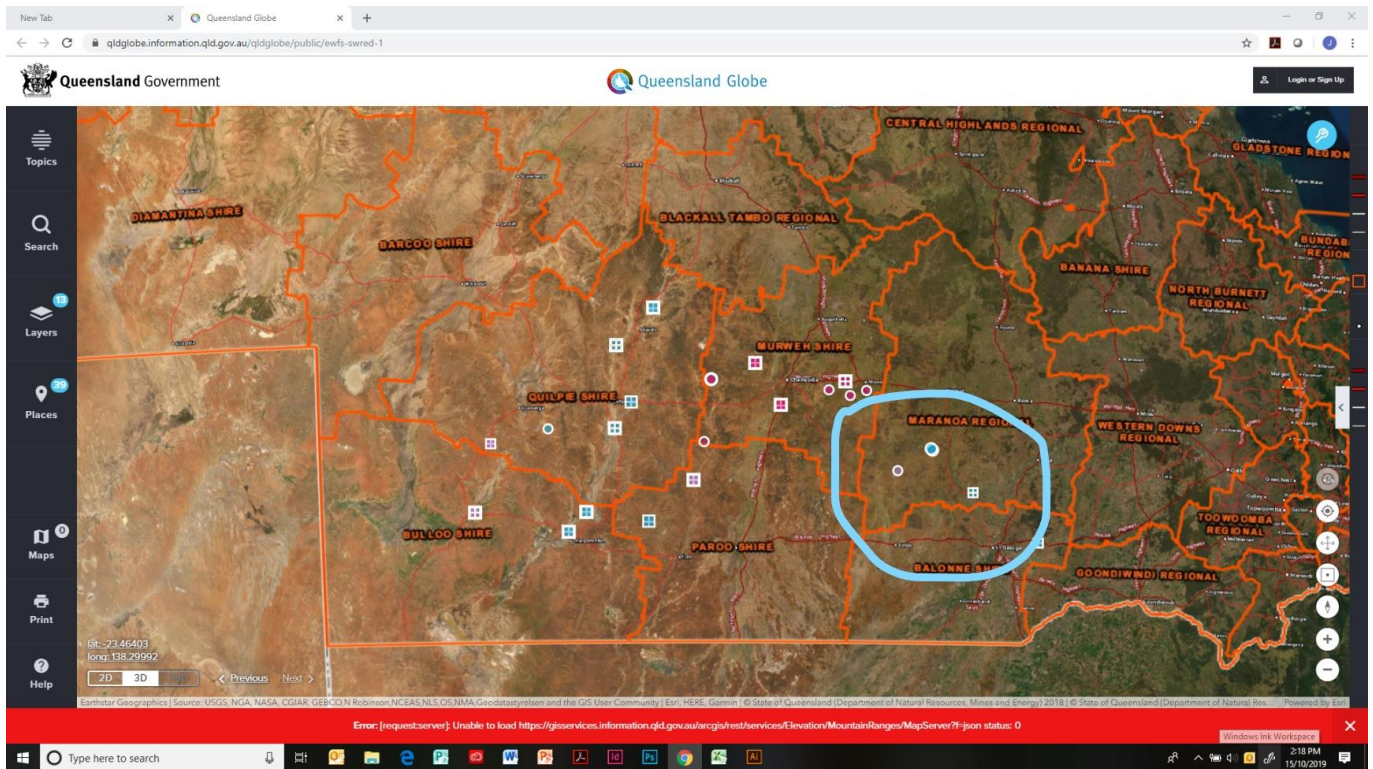
Cheers

Gem

Gemma Lines
Associate to the Director / Budget & Support Coordination
Development, Facilities & Environmental Services



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OFFICER REPORT

Meeting: General 13 November 2019

Date: 6 November 2019

Item Number: 10.1

File Number: D19/103276

SUBJECT HEADING: Skilling Queenslanders for Work - First Start
Traineeships 2019/20

Classification: Open Access

Officer's Title: Human Resources & Training Advisor

Executive Summary:

Council submitted a bid to the Local Government Association Queensland (LGAQ) for four (4) first start positions under the Skilling Queenslanders for Work First Start Program.

LGAQ has recently confirmed that a funding allocation for two (2) trainee positions has been approved for Council under the State Government's Skilling Queenslanders for Work First Start Program. Council will receive a subsidy of \$16,500 (inclusive of GST) for each trainee.

Officer's Recommendation:

That Council:

1. Support the Skilling Queenslanders for Work First Start Program initiative and accept the funding allocation for two (2) trainee positions.
2. Authorise the Chief Executive Officer to approve and sign the Services Agreement between the Department of Employment, Small Business and Training and Maranoa Regional Council.

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
LGAQ	Local Government Association Queensland

Context:

Why is the matter coming before Council?

As the matter relates to the provision of State Government funding, Council is required to enter into a Services Agreement – First Start Program with the Department of Employment, Small Business and Training.

In accepting the funding allocation for two (2) trainee positions, Council's Organisational Structure will need to be amended to include the trainee positions. A request to amend the Organisational Structure is included in a separate Officer's Report to Council i.e. Amendments to the Organisational Structure.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The Skilling Queenslanders for Work First Start Program primarily targets young Queensland school leavers and disadvantaged job seekers considered at risk of enduring prolonged periods of unemployment. It aims to provide participants with an opportunity to gain a nationally recognised qualification and twelve (12) months paid employment by undertaking a subsidised traineeship.

To be eligible for employment under the program, applicants be:

- aged 15 years or older and no longer at school;
- able to meet citizen, residency and visa requirements to undertake a traineeship;
- identify as being from one of the targeted disadvantaged groups including:
 - Young people (aged 15–24 years)
 - Long-term unemployed job seekers
 - Aboriginal and Torres Strait Islander people
 - Mature-age job seekers (45 years or older)
 - Migrants and refugees from culturally and linguistically diverse backgrounds
 - People with disability
 - Displaced workers
 - Women re-entering the workforce

Council has previously supported the program, receiving a funding allocation for four (4) trainee positions in 2017 and two (2) trainee positions in 2018. The program has proven successful with three (3) of the four (4) 2017/18 trainees successfully completing their training. It is anticipated that the current two (2) 2018/19 trainees will successfully complete their training in early 2020.

In August 2019, Council submitted a bid to LGAQ for four (4) first start positions under the program. Subsequently LGAQ have advised that a funding allocation for two (2) trainee positions has been approved for Council and a subsidy of \$16,500 (inclusive of GST) will be provided for each trainee upon approval by Council of the Services Agreement.

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)

Input has been sought from the following parties:

Noela Ward Council's Manager – Organisational Development & Human Resources: Discussions regarding the appropriate number, placement and mentoring of trainees within Council teams.

Geoff Bush - LGAQ Workforce: Discussions regarding Council's bid allocation and success.

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 Department for Employment, Small Business and Training will provide funding of \$16,500 for each trainee position. Further funding is available for formal training costs with a shortfall of approximately \$700 to \$1400 depending on the traineeship field. This shortfall can be accommodated by savings achieved in Council's 2019/20 training budget.

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?

While the salaries and wages budget increase for both trainee positions is approximately \$28,892.64 (including on costs) for the remainder of current financial year, this increase can be offset by program funding of \$33,000.

Any shortfall for training costs can be accommodated by savings achieved in Council's 2019/20 training 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)

An additional amount of approximately \$28,892.64 (including on costs) will need to be included in Council's 2020/21 Salaries and Wages Budget. However any further impacts in future years' budgets relating to trainee positions will be subject to the continuation of the traineeship program and associated funding attraction.

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
Trainee fails to complete	If a trainee's employment does not continue past 30 June 2020, Council is required to return \$16,500 to the Department for Employment, Small Business and Training

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)

Past experience has proven that the program delivers positive outcomes for both the participant trainees and Council. Council currently has two (2) trainees who are progressing well through their traineeships and making a positive contribution to Council and their respective teams.

It is anticipated that these trainees will successfully complete their traineeships in early 2020 and achieve a formal qualification in their chosen field. The training they have received, together with the on-the-job training and mentoring by experience Council employees will provide them with valuable skills, knowledge and experience, thereby increasing their prospects for permanent employment.

This program offers disadvantaged job seekers an opportunity to gain a formal qualification and valuable work experience. It also provides Council with an opportunity to train and develop potential employees of the future.

Based on the above, it is recommended that Council continue to support the Skilling Queenslanders for Work First Start Program by providing traineeship opportunities for the region's disadvantaged job seekers.

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)).

That Council participate in the Skilling Queenslanders for Work, First Start Program and accept the allocation of two (2) trainee positions.

Does this recommendation suggest a decision contrary to an existing Council policy?

If so, for what reason?

NIL

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

4.11.2 Identify state and federal government funding opportunities and industry partners to assist in funding Council projects and services within each of our communities, coordinate applications and administer funding agreements for successful applications.

Supporting Documentation:

Nil

Report authorised by:

Manager - Organisational Development & Human Resources

Chief Executive Officer

OFFICER REPORT

Meeting: General 13 November 2019

Date: 24 October 2019

Item Number: 11.1

File Number: D19/98950

SUBJECT HEADING: Local Law No. 2 (Animal Management) 2011

Classification: Open Access

Officer's Title: Acting Executive Services Officer

Executive Summary:

This report is presented to Council to finalise the process for the proposed local law amendments to *Local Law No. 2 (Animal Management) 2011* and Subordinate *Local Law No. 2 (Animal Management) 2011*.

Officer's Recommendation:

That Council resolves to:

- (a) Proceed with the making of, and make, Animal Management (Amendment) Local law (No.1) 2019 as advertised;
- (b) Proceed with the making of, and make, Animal Management (Amendment) Subordinate Local Law (No.1) 2019 as advertised;
- (c) Proceed with the making of, and make, Animal Management (Amendment) Subordinate Local Law (No. 2) 2019 as advertised, by amended, by, in section 6, omitting the word 'omit' and inserting the word 'insert';
- (d) Adopt, pursuant to section 32 of the *Local Government Act 2009*, in the form attached to this report to Council, a consolidated version of each of *Local Law No.2 (Animal Management) 2011* and *Subordinate Local Law No.2 (Animal Management) 2011*.

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).

Animal owners within the Maranoa Regional Council local government area, with specific interest to cat and dog owners.

Maranoa Regional Council.

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
N/A.	

Context:

Why is the matter coming before Council?

As the final stages of the local law making process that has been undertaken, Council must resolve to make the proposed local law and each subordinate local law.

Copies of each proposed amendment and consolidated versions of *Local Law No. 2 (Animal Management) 2011* and Subordinate *Local Law No. 2 (Animal Management) 2011* are attached to this report.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Officers identified that an amendment to Council's *Local Law No. 2 (Animal Management) 2011* and Subordinate *Local Law No. 2 (Animal Management) 2011* was required to align Council's local laws with the new off-leash dog park, introduction of mandatory cat registration and to amend the requirements for keeping of dogs located on larger allotments.

Officers have been undertaking the process to amend *Local Law No. 2 (Animal Management) 2011* and Subordinate *Local Law No. 2 (Animal Management) 2011*.

To date Council has completed the State interest check pursuant to section 29A of the *Local Government Act 2009*;

That Council resolves to propose to make each of:

- (a) Animal Management (Amendment) Local Law (No. 1) 2019; and**
- (b) Animal Management (Amendment) Subordinate Local Law (No. 1) 2019; and**
- (c) Animal Management (Amendment) Subordinate Local Law (No. 2) 2019.**

And public consultation about the proposed amendments pursuant to section 29(6) of the *Local Government Act 2009*.

Resolution No. GM/09.2019/06

That Council proceed with public consultation as part of the local law making process for the proposed amendments to the:

- Animal Management (Amendment) Local Law (No. 1) 2019;***
- Animal Management (Amendment) Subordinate Local Law (No. 1) 2019; and***
- Animal Management (Amendment) Subordinate Local Law (No. 2) 2019***

for a twenty-one (21) day period, commencing Tuesday 17 September 2019 and ending at close of business on 8 October 2019.

Having complied with process outlined in the *Local Government Act 2009*, Council may now proceed to making the local law and each subordinate local law.

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)

Division 2 of the *Local Government Act 2009* outlines the process for making, recording and reviewing local laws.

Pursuant to section 29B of the *Local Government Act 2009*, a local government must let the public know that a local law has been made by the local government by publishing a public notice in the gazette and on Council's website. This must be completed within 1 month after the day that the local government made the resolution to make the local law.

Within 14 days of the gazette notice being published and pursuant to section 29B of the *Local Government Act 2009*, the local government must give the Minister a copy of the notice and a copy of the local law (in electronic form).

Section 38 of the *Local Government Act 2009* relevantly provides that Council must not make a local law that contains an anti-competitive provision unless Council has complied with the procedures prescribed under a regulation for the review of anti-competitive provisions. As noted in previous reports to Council during this process, the amending local law and subordinate local laws do not contain any anti-competitive provisions.

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)

As outlined in this report.

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 – Community Services
King and Company Solicitors

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)

Fees associated with cat registration will be considered in the budget deliberation process for 2020/21 financial 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)

Animal owners within the Maranoa Regional Council local government area, with specific interest to cat and dog owners.

Maranoa Regional Council.

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
Compliance with State legislation regarding the local law making process.	The process for Council to make the local law has been done so in compliance with the <i>Local Government Act 2009</i> . Furthermore it should be noted that the proposed local and subordinate local laws have been drafted in compliance with the guidelines issued by the Parliamentary Council under the <i>Legislative Standards Act 1992</i> , section 9 for local laws and subordinate local laws.
Alignment with Council processes	As Council has already proposed to amend its local laws in order to include mandatory cat registration for the Maranoa region, and now has a designated off-leash dog area, Council should align its own local laws to reflect this. Amendment of the local law and subordinate local law ensures transparency and provides officers with the ability to administer the resolutions of Council.

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 contained within the officer's report.

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?

As Council has now completed all requirements under the *Local Government Act 2009*, noting that this process included consultation with the community to the proposed amendments and no feedback was received, it is recommended that Council resolve to make each of *Local Law No.2 (Animal Management) 2011* and *Subordinate Local Law No.2 (Animal Management) 2011* by the following recommendation:

That Council resolves to:

- (a) Proceed with the making of, and make, Animal Management (Amendment) Local law (No.1) 2019 as advertised;
- (b) Proceed with the making of, and make, Animal Management (Amendment) Subordinate Local Law (No.1) 2019 as advertised;
- (c) Proceed with the making of, and make, Animal Management (Amendment) Subordinate Local Law (No. 2) 2019 as advertised, by amended, by, in section 6, omitting the word 'omit' and inserting the word 'insert';
- (d) Adopt, pursuant to section 32 of the *Local Government Act 2009*, in the form attached to this report to Council, a consolidated version of each of *Local Law No.2 (Animal Management) 2011* and *Subordinate Local Law No.2 (Animal Management) 2011*.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 3: Helping to keep our communities safe

3.1 Help to keep residents safe from other people's animals and property

3.1.2 Ensure compliance with the State Government's Animal Management (Cats & Dogs) Act 2008 and Regulation 2008, Council's Local Laws and Subordinate Local Laws with a particular focus on: - Animal control - Abandoned vehicles - Unsightly and overgrown allotments.

Supporting Documentation:

<u>1</u>	Animal Management (Amendment) LL (No.1) 2019	D19/99080
<u>2</u>	Consolidated - Local Law No.2 (Animal Management) 2011 (template)	D19/99085
<u>3</u>	Animal Management (Amendment) SLL (No.1) 2019	D19/99082
<u>4</u>	Animal Management (Amendment) SLL (No.2) 2019	D19/99083
<u>5</u>	Consolidated - Subordinate Local Law No.2 (Animal Management) 2011 (template)	D19/99079

Report authorised by:

Manager - Community Services

Maranoa Regional Council

Animal Management (Amendment) Local Law (No. 1) 2019

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Part 1 Preliminary

1 Short title

This local law may be cited as *Animal Management (Amendment) Local Law (No. 1) 2019*.

2 Local law amended

This local law amends *Local Law No. 2 (Animal Management) 2011*.

3 Object

The object of this local law is to provide for the registration of cats by imposing registration obligations on cat owners.

Part 2 Amendments to local law

4 Amendment of s2 (Purpose and how it is to be achieved)

(1) Before section 2(2)(b) —

insert—

‘(aa) the registration of cats by imposing registration obligations on cat owners; and’.

(2) Section 2(2), paragraphs (aa) to (f) —

renumber as paragraphs (b) to (g).

5 Insertion of new pt 2, div 3A (Registration of cats)

After section 7—

insert—

‘Division 3A Registration of cats

7A Registration obligation

(1) This section does not apply to—

- (a) the operator of a pound or shelter; or
- (b) the owner of a cat less than 12 weeks old.

(2) An owner of a cat must comply with section 7B to register the cat within 14 days after starting to keep the cat in the local government area unless the person has a reasonable excuse.

Maximum penalty—20 penalty units.

(3) A person who becomes an owner of a cat must comply with section 7B to register the cat in the local government area within 14 days unless the person has a reasonable excuse.

Maximum penalty — 20 penalty units.

- (4) It is a defence to a prosecution for an offence against subsection (2) or (3) for the defendant to prove that the cat is of a class of cat prescribed under a subordinate local law.

7B What the owner of a cat must do

To register a cat with the local government, the owner of the cat must—

- (a) give the local government a registration form for the cat that complies with section 7C; and
- (b) ensure the registration form is accompanied by—
 - (i) the registration fee for the cat; and
 - (ii) if the cat is desexed — a signed veterinary surgeon's certificate stating, or other evidence, that it has been desexed; and
- (c) if a written notice is given to the owner under section 7D — give the chief executive officer of the local government any other information or documents required to be given in the notice.

7C What registration form must state

A registration form for the registration of a cat must comply with requirements prescribed by subordinate local law.

7D Chief executive officer may ask for further information

- (1) This section applies if the owner of a cat gives the local government—
 - (a) a registration form for the cat under section 7B; or
 - (b) a notice mentioned in section 7G(3) or 7I(2) for the cat.
- (2) The chief executive officer may, by written notice, require the owner to give other information or documents reasonably required to register the cat.
- (3) The notice must state a reasonable period of at least 14 days to comply with the notice.

7E Local government must give registration notice

- (1) This section applies if an owner of a cat complies with section 7B for the cat.
- (2) The local government must give the owner of the cat notice (a **registration notice**) that the cat has been registered by the local government.
- (3) The registration notice must—
 - (a) comply with the requirements prescribed by subordinate local law; and

- (b) be accompanied by any registration device for the cat.

7F Duration of registration

The registration of a cat is for the period fixed by resolution of the local government for the cat.

7G Amendment of registration

- (1) If any information stated on the registration notice for a cat changes (the *changed information*), the owner of the cat must, within 7 days, give the local government notice of the changed information.

Maximum penalty — 5 penalty units.

- (2) The notice must be—
 - (a) in the prescribed form; and
 - (b) accompanied by other information or documents to enable the local government to record the changed information in the local government's register of cats.
- (3) If the owner complies with subsection (2), the local government must, within 14 days after receiving the notice, ensure the owner is given a written notice for the cat that includes the changed information.

7H Renewal of registration

- (1) This section applies if—
 - (a) a cat has been registered by the local government; and
 - (b) the local government has given the owner of the cat a registration notice.
- (2) The local government must give the owner notice (a *renewal notice*) to renew the registration for the cat.
- (3) The renewal notice must comply with requirements prescribed by subordinate local law.

7I What owner of a cat must do about renewal of registration

- (1) This section applies to the owner of a cat whether or not the owner has been given a renewal notice.
- (2) The owner of the cat must, before the period of registration for the cat expires—
 - (a) if the local government has given the owner a renewal notice and any information on the renewal notice has changed—give the local government written notice of the change (the *changed information*); and
 - (b) pay the registration fee for the cat; and

- (c) if the cat is desexed—ensure the fee is accompanied by a signed veterinary surgeon’s certificate stating, or other evidence, that it has been desexed.

Maximum penalty — 20 penalty units.

- (3) However, if a registration form for the cat has already been accompanied by the certificate or evidence mentioned in subsection (2) for the cat, the certificate or evidence need not accompany the fee.

7J Local government’s obligations if owner complies

- (1) This section applies if the owner of a cat given a renewal notice under section 7H complies with section 7I for the cat.
- (2) The local government may ask the owner for other information or documents in the way mentioned in section 7D.
- (3) The owner must give the local government the information or documents required to be given in the notice mentioned in section 7D(2).

Maximum penalty — 5 penalty units.

- (4) If the owner complies with subsection (3), the local government must—
 - (a) within 7 days after receiving the notice mentioned in section 7I(2), ensure the information is updated in the local government’s register of cats in a way that reflects the change; and
 - (b) within 14 days after receiving the fee, any information or documents mentioned in section 7I(2) or other information or documents given under section 7D, give the owner any registration device for the cat.

7K Obligations of owner of registered cat

The owner of a registered cat must—

- (a) ensure that the cat carries the registration device required by resolution of the local government; and
- (b) ensure that the registration device is attached to a collar worn by the cat; and
- (c) notify the local government within 14 days if the registration device for the cat has been lost or destroyed.

Maximum penalty for each of paragraphs (a), (b) and (c) —20 penalty units.

7L Cat not registered at commencement of amending local law

- (1) This section applies to an owner of a cat other than the operator of a shelter or pound if the cat—

- (a) is not registered at the commencement of *Animal Management (Amendment) Local Law (No. 1) 2019*; or
 - (b) is less than 12 weeks old.
- (2) The owner must ensure the cat is registered within 3 months after whichever is the later of—
 - (a) the commencement of *Animal Management (Amendment) Local Law (No. 1) 2019*; and
 - (b) the cat is 12 weeks old.’.

6 Amendment of pt 2, div 5 (Identification of registered cats and dogs)

Part 2, division 5, heading, ‘cats and’ —
omit.

7 Amendment of s9 (Identification for cats and dogs in certain circumstances)

- (1) Section 9, heading, ‘cats and’—
omit.
- (2) Section 9, ‘for a cat or dog that’ —
omit, insert—
‘for a dog that’.
- (3) Section 9, ‘notice for the cat or’—
omit, insert—
‘notice for the’.
- (4) Footnote 10, ‘cat or’—
omit.

8 Amendment of s43 (Subordinate local laws)

- (1) After section 43(c)—
insert—
 - ‘(ca) the class of cat prescribed for the purposes of section 7A(4) (Registration obligation) of this local law;^{28A} or
 - (cb) prescribed requirements for a registration form;^{28B} or
 - (cc) prescribed requirements for a registration notice;^{28C} or
 - (cd) prescribed requirements for a renewal notice;^{28D} or’.

^{28A} See section 7A(4).

^{28B} See section 7C.

^{28C} See section 7E(3).

^{28D} See section 7H(3).

- (2) Section 43(e), ‘cats and’—
omit.
- (3) Section 43, paragraphs (ca) to (s) —
renumber as paragraphs (d) to (w).
- (4) Footnotes 28A to 45—
renumber as footnotes 29 to 49.

9 Amendment of sch (Dictionary)

Schedule—

insert—

‘**cat** has the meaning given in section 11 of the *Animal Management (Cats and Dogs) Act 2008*.

changed information—

(a) for section 7G—see section 7G(1); and

(b) for section 7I—see section 7I(2).

desex see *Animal Management (Cats and Dogs) Act 2008*, schedule 2.

pound, for part 2, division 3A, means premises maintained for the purpose of impounding animals.

prescribed form means the form approved by the local government.

registered —

(a) for a cat, means that the information about the cat is recorded in the local government’s register of cats;

(b) for a dog, means the dog is registered under the *Animal Management (Cats and Dogs) Act 2008*.

registration — see registered.

registration device means a device to assist in identifying an animal which is decided by resolution of the local government.

registration fee, for a cat, means the prescribed fee for the registration of the cat.

registration form, for the registration of a cat, means the prescribed form for registering cats in the local government area.

registration notice—

(a) for a cat — see section 7E(2);

(b) for a dog — see *Animal Management (Cats and Dogs) Act 2008*, schedule 2.

renewal notice — see section 7H(2).

shelter, for part 2, division 3A, means premises maintained for the purpose of providing shelter to, or finding a home for, stray, abandoned or unwanted animals.

veterinary surgeon means a person registered as a veterinary surgeon under the *Veterinary Surgeons Act 1936*.’.

This and the preceding 7 pages bearing my initials is a certified copy of *Animal Management (Amendment) Local Law (No. 1) 2019* made in accordance with the provisions of the *Local Government Act 2009* by Maranoa Regional Council by resolution dated the 13th day of November 2019.

.....
Chief Executive Officer

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Local Law No. 2 (Animal Management) 2011

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Part 1 Preliminary

1 Short title

This model local law may be cited as *Local Law No. 2 (Animal Management) 2011*.

2 Purpose and how it is to be achieved

- (1) The purpose of this local law is to regulate and manage the keeping and control of animals in the local government's area in a way that—
 - (a) balances community expectations with the rights of individuals; and
 - (b) protects the community against risks to health and safety; and
 - (c) prevents pollution and other environmental damage; and
 - (d) protects the amenity of the local community and environment.
- (2) The purpose is to be achieved by providing for—
 - (a) the regulation of the keeping of animals in terms of how many, what type, how, and where animals can be kept; and
 - (b) the registration of cats by imposing registration obligations on cat owners; and
 - (c) the prescription of minimum standards for keeping animals; and
 - (d) the proper control of animals in public places and koala conservation areas; and
 - (e) the management of dangerous or aggressive animals other than dogs;¹ and
 - (f) the seizure and destruction of animals in certain circumstances; and
 - (g) the establishment and administration of animal pounds.

3 Definitions—the dictionary

The dictionary in the schedule defines particular words used in this local law.

4 Relationship with other laws²

This local law is—

- (a) in addition to, and does not derogate from—
 - (i) laws regulating the use or development of land; and
 - (ii) other laws about the keeping or control or welfare of animals; and
- (b) to be read with *Local Law No. 1 (Administration) 2011*.

¹ The *Animal Management (Cats and Dogs) Act 2008* provides for the management of **regulated dogs**, comprising declared dangerous dogs, declared menacing dogs and restricted dogs.

² This local law and any subordinate local law made under it do not apply to the extent of any inconsistency with a law of the State or Commonwealth. See the Act, section 27.

Part 2 Keeping of animals

Division 1 Prohibition on keeping animals

5 Prohibition on keeping animals in prescribed circumstances

- (1) The local government may, by subordinate local law, prohibit the keeping of animals in prescribed circumstances.
- (2) The circumstances in which the keeping of animals is prohibited may be specified by reference to 1 or more of the following factors—
 - (a) species;
 - (b) breed;
 - (c) sex;
 - (d) age;
 - (e) number;
 - (f) whether an animal is a restricted dog;³
 - (g) the locality in which the animal would be kept;
 - (h) the nature of the premises in which the animal would be kept, including the size of the enclosure or the size of the allotment.⁴

Example for subsection (2)—

A prohibition may be imposed in relation to keeping certain species or a prescribed number of animals of a certain species in an urban locality.

- (3) A person must not keep an animal in contravention of a prohibition under this section.

Maximum penalty for subsection (3)—50 penalty units.

Division 2 Animals for which approval is required

6 Requirement for approval

- (1) Subject to subsections (3) and (4), the local government may, by subordinate local law, require an approval⁵ for keeping an animal or animals in prescribed circumstances.

³ Section 72(3) of the *Animal Management (Cats and Dogs) Act 2008* provides: “A permit application may be made for more than 1 restricted dog for the same place only if the keeping of more than 1 restricted dog and more than 1 dog of any breed is permitted under a local law.”

⁴ See the *Animal Management (Cats and Dogs) Act 2008*, chapter 4, regarding particular conditions on keeping regulated dogs, including requirements about enclosures.

⁵ Keeping an animal for which an approval is required under this local law is a **prescribed activity** under schedule 2 of *Local Law No. 1 (Administration) 2011*. The process for obtaining an approval for a prescribed activity is set out in part 2 of that local law and section 6 creates an offence for a person undertaking a prescribed activity without a current approval.

- (2) The circumstances in which an approval is required may be specified by reference to 1 or more of the following factors—
- (a) species;
 - (b) breed;
 - (c) sex;
 - (d) age;
 - (e) number;
 - (f) the locality in which the animal is to be kept, including whether it is an urban or non-urban locality;
 - (g) the nature of the premises in which the animal is to be kept, including the size of the enclosure or the size of the allotment.⁶
- (3) An approval under this section is not required for the keeping of animals on land if the keeping of the animals on the land is authorised by a development approval under the Planning Act⁷.
- (4) Under this section, the local government may not require an approval for keeping a restricted dog.⁸

Division 3 Animals for which desexing is required

7 Requirement to desex an animal

- (1) The local government may, by subordinate local law, require an animal of a particular species or breed to be desexed.
- (2) The subordinate local law may—
- (a) specify that the requirement for desexing only applies once an animal reaches a certain age; and
 - (b) exempt animals under particular circumstances.

Example for paragraph (b)—

Exemption might be provided for an animal that is owned by a member of a recognised breeders' association for the purposes of breeding or showing.

- (3) A person must not keep an animal that is required to be desexed unless the animal has been desexed.

Maximum penalty for subsection (3)—20 penalty units.

Division 3A Registration of cats

⁶ See note 4.

⁷ See the definition of *Planning Act* in the Act, schedule 4.

⁸ Section 71 of the *Animal Management (Cats and Dogs) Act 2008* requires a permit issued by the local government for a person to own or be responsible for a restricted dog. The processes for the granting of restricted dog permits are set out under chapter 4, part 3 of that Act.

7A Registration obligation

- (1) This section does not apply to—
 - (a) the operator of a pound or shelter; or
 - (b) the owner of a cat less than 12 weeks old.
- (2) An owner of a cat must comply with section 7B to register the cat within 14 days after starting to keep the cat in the local government area unless the person has a reasonable excuse.

Maximum penalty—20 penalty units.

- (3) A person who becomes an owner of a cat must comply with section 7B to register the cat in the local government area within 14 days unless the person has a reasonable excuse.

Maximum penalty — 20 penalty units.

- (4) It is a defence to a prosecution for an offence against subsection (2) or (3) for the defendant to prove that the cat is of a class of cat prescribed under a subordinate local law.

7B What the owner of a cat must do

To register a cat with the local government, the owner of the cat must—

- (a) give the local government a registration form for the cat that complies with section 7C; and
- (b) ensure the registration form is accompanied by—
 - (i) the registration fee for the cat; and
 - (ii) if the cat is desexed — a signed veterinary surgeon's certificate stating, or other evidence, that it has been desexed; and
- (c) if a written notice is given to the owner under section 7D — give the chief executive officer of the local government any other information or documents required to be given in the notice.

7C What registration form must state

A registration form for the registration of a cat must comply with requirements prescribed by subordinate local law.

7D Chief executive officer may ask for further information

- (1) This section applies if the owner of a cat gives the local government—
 - (a) a registration form for the cat under section 7B; or
 - (b) a notice mentioned in section 7G(3) or 7I(2) for the cat.
- (2) The chief executive officer may, by written notice, require the owner to give other information or documents reasonably required to register the cat.
- (3) The notice must state a reasonable period of at least 14 days to comply with the notice.

7E Local government must give registration notice

- (1) This section applies if an owner of a cat complies with section 7B for the cat.
- (2) The local government must give the owner of the cat notice (a **registration notice**) that the cat has been registered by the local government.
- (3) The registration notice must—
 - (a) comply with the requirements prescribed by subordinate local law; and
 - (b) be accompanied by any registration device for the cat.

7F Duration of registration

The registration of a cat is for the period fixed by resolution of the local government for the cat.

7G Amendment of registration

- (1) If any information stated on the registration notice for a cat changes (the **changed information**), the owner of the cat must, within 7 days, give the local government notice of the changed information.
Maximum penalty — 5 penalty units.
- (2) The notice must be—
 - (a) in the prescribed form; and
 - (b) accompanied by other information or documents to enable the local government to record the changed information in the local government's register of cats.
- (3) If the owner complies with subsection (2), the local government must, within 14 days after receiving the notice, ensure the owner is given a written notice for the cat that includes the changed information.

7H Renewal of registration

- (1) This section applies if—
 - (a) a cat has been registered by the local government; and
 - (b) the local government has given the owner of the cat a registration notice.
- (2) The local government must give the owner notice (a **renewal notice**) to renew the registration for the cat.
- (3) The renewal notice must comply with requirements prescribed by subordinate local law.

7I What owner of a cat must do about renewal of registration

- (1) This section applies to the owner of a cat whether or not the owner has been given a renewal notice.
- (2) The owner of the cat must, before the period of registration for the cat expires—

- (a) if the local government has given the owner a renewal notice and any information on the renewal notice has changed—give the local government written notice of the change (the ***changed information***); and
- (b) pay the registration fee for the cat; and
- (c) if the cat is desexed—ensure the fee is accompanied by a signed veterinary surgeon’s certificate stating, or other evidence, that it has been desexed.

Maximum penalty — 20 penalty units.

- (3) However, if a registration form for the cat has already been accompanied by the certificate or evidence mentioned in subsection (2) for the cat, the certificate or evidence need not accompany the fee.

7J Local government’s obligations if owner complies

- (1) This section applies if the owner of a cat given a renewal notice under section 7H complies with section 7I for the cat.
- (2) The local government may ask the owner for other information or documents in the way mentioned in section 7D.
- (3) The owner must give the local government the information or documents required to be given in the notice mentioned in section 7D(2).

Maximum penalty — 5 penalty units.

- (4) If the owner complies with subsection (3), the local government must—
 - (a) within 7 days after receiving the notice mentioned in section 7I(2), ensure the information is updated in the local government’s register of cats in a way that reflects the change; and
 - (b) within 14 days after receiving the fee, any information or documents mentioned in section 7I(2) or other information or documents given under section 7D, give the owner any registration device for the cat.

7K Obligations of owner of registered cat

The owner of a registered cat must—

- (a) ensure that the cat carries the registration device required by resolution of the local government; and
- (b) ensure that the registration device is attached to a collar worn by the cat; and
- (c) notify the local government within 14 days if the registration device for the cat has been lost or destroyed.

Maximum penalty for each of paragraphs (a), (b) and (c) —20 penalty units.

7L Cat not registered at commencement of amending local law

- (1) This section applies to an owner of a cat other than the operator of a shelter or pound if the cat—
 - (a) is not registered at the commencement of *Animal Management (Amendment) Local Law (No. 1) 2019*; or

- (b) is less than 12 weeks old.
- (2) The owner must ensure the cat is registered within 3 months after whichever is the later of—
 - (a) the commencement of *Animal Management (Amendment) Local Law (No. 1) 2019*; and
 - (b) the cat is 12 weeks old.

Division 4 Minimum standards

8 Minimum standards for keeping animals

- (1) The local government may, by subordinate local law, specify minimum standards for the keeping of animals or a particular species or breed of animal.
- (2) A person who keeps an animal must ensure that the relevant minimum standards prescribed by a subordinate local law are complied with.⁹

Maximum penalty for subsection (2)—20 penalty units.
- (3) If a person is required to hold an approval to keep an animal, the obligation to comply with the minimum standards prescribed by a subordinate local law is in addition to an obligation imposed by a condition of the approval.

Division 5 Identification of registered dogs

9 Identification for dogs in certain circumstances

The local government may, by subordinate local law, prescribe the identification required by the *Animal Management (Cats and Dogs) Act 2008* for a dog that is at a place other than the address stated in the registration notice for the dog.¹⁰

Part 3 Control of animals

Division 1 Animals in public places

10 Exclusion of animals

- (1) The local government may, by subordinate local law, specify public places where animals, or animals of a particular species or breed, are prohibited.
- (2) The owner or responsible person for an animal must ensure that the animal is not in a public place in contravention of a prohibition specified under subsection (1).

Maximum penalty for subsection (2)—20 penalty units.

⁹ See also *Animal Management (Cats and Dogs) Act 2008*, schedule 1, sections 4 to 5, regarding the requirements about enclosures for declared dangerous dogs, declared menacing dogs and restricted dogs.

¹⁰ Section 45 of the *Animal Management (Cats and Dogs) Act 2008* requires a person who keeps a dog at a place other than the address in the registration notice to ensure it bears the identification prescribed by the local government under a local law.

- (3) The local government must take reasonable steps to provide notice to members of the public regarding the animals that are prohibited in a particular public place.
- (4) In this section—
reasonable steps include, as a minimum, the display of a notice at a prominent place within the particular public place, stating—
 - (a) the animals that are prohibited in the place; and
 - (b) in general terms, the provisions of subsection (2).

11 Dog off-leash areas

- (1) The local government may, by subordinate local law, designate an area within a public place as an area where a dog is not required to be on a leash (a *dog off-leash area*).
- (2) The local government must take reasonable steps to provide notice to members of the public regarding the designation of an area as a dog off-leash area.
- (3) In this section—
reasonable steps include, as a minimum, the display of a notice at a prominent place within the dog off-leash area indicating the extent of the area.

12 Control of animals in public places¹¹

- (1) The owner or responsible person for an animal must ensure that the animal is not in a public place—
 - (a) unless the animal is under the effective control of someone; and
 - (b) if the animal is a declared dangerous animal¹²—unless the animal is securely restrained to prevent it from—
 - (i) attacking a person or animal; or
 - (ii) acting in a way that causes fear to a person or animal; or
 - (iii) causing damage to property.

Maximum penalty for subsection (1)—20 penalty units.

- (2) The owner or responsible person for a dog that is on heat must ensure that the animal is not in a public place.

Maximum penalty for subsection (2)—20 penalty units.

- (3) An animal is under the *effective control* of someone only if—
 - (a) a person who is physically able to control the animal—
 - (i) is holding it by an appropriate leash, halter or rein; or

¹¹ See also *Animal Management (Cats and Dogs) Act 2008*, schedule 1, section 3, regarding the requirement for muzzling and effective control of regulated dogs in public and section 93, which applies this requirement where a dog is subject to a proposed declaration notice.

¹² See the definition of *declared dangerous animal* in the schedule.

- (ii) has appropriately tethered it to an object fixed to a place from which the object can not be moved by the animal and is continuously supervising the animal; or
 - (iii) has corralled it in a temporary enclosure adequate to contain the animal and is continuously supervising the animal; or
- (b) the animal is tethered in or on a vehicle and unable to reach beyond the vehicle extremities; or
- (c) the animal is a dog in a dog off-leash area and under the supervision of a person who is able to control the animal by voice command; or
- (d) the animal is participating in, or being exhibited or trained at, an exhibition or an obedience trial supervised by a body recognised for this section by the local government; or
- (e) the animal is a working animal actually engaged in moving livestock and under the supervision of a person who is able to control the animal by voice command.

13 Person in control of dog or prescribed animal to clean up faeces

If a dog or any other animal prescribed by subordinate local law defecates in a public place, the person who has control of the dog or animal must immediately remove and dispose of the faeces in a sanitary way.

Maximum penalty—20 penalty units.

Division 2 Restraint of animals

14 Duty to provide proper enclosure and prevent animal from wandering

- (1) A person who keeps an animal must maintain a proper enclosure to prevent the animal from wandering or escaping from the person's land.¹³

Maximum penalty for subsection (1)—20 penalty units.

- (2) The local government may, by subordinate local law, prescribe requirements for a proper enclosure for an animal or species or breed of animal.
- (3) The owner of the animal must ensure that it is not wandering at large.¹⁴

Maximum penalty for subsection (3)—20 penalty units.

- (4) It is a defence to a prosecution for an offence against subsection (3) for the defendant to prove that—
 - (a) the defendant maintained a proper enclosure for the animal and could not, by the exercise of reasonable diligence, have prevented the escape of the animal; or
 - (b) the animal was wandering at large in circumstances authorised by the

¹³ See also *Animal Management (Cats and Dogs) Act 2008*, schedule 1, sections 4 to 5, regarding the requirements about enclosures for declared dangerous dogs, declared menacing dogs and restricted dogs.

¹⁴ See the definition of **wandering at large** in the schedule.

conditions of an approval granted under a local law.

Example for paragraph (b)—

The conditions of an approval to keep racing pigeons might authorise the approval holder to release the pigeons from their enclosure for a certain amount of time each day and during official pigeon racing events.

15 Koala conservation requirements

- (1) The local government may, by subordinate local law, prescribe requirements for keeping a dog on land that is within a koala area.
- (2) The prescribed requirements may relate to—
 - (a) the enclosure in which the dog must be kept between sunset and sunrise; or
 - (b) tethering the dog between sunset and sunrise to prevent it from attacking a koala; or
 - (c) fencing that must be in place to separate dogs from koalas on the land or on a part of the land; or
 - (d) other measures that will be likely to prevent an attack by the dog on a koala between sunset and sunrise.
- (3) A person who keeps a dog on land that is within a koala area must comply with requirements prescribed under this section.

Maximum penalty for subsection (3)—20 penalty units.

- (4) In this section—

koala area means—

- (a) a koala habitat area; or
- (b) an area designated by subordinate local law as a koala area.

koala habitat area means an area designated as a koala habitat by—

- (a) a conservation plan made under the *Nature Conservation Act 1992*; or
- (b) a State planning instrument.

Division 3 Aggressive behaviour by animals other than dogs

16 Limited application of division to dogs¹⁵

- (1) Unless otherwise indicated, this division does not apply in relation to aggressive behaviour by a dog.
- (2) In this section—

aggressive behaviour means attacking, or acting in a way that causes fear to, someone else or another animal.

17 Animals not to attack or cause fear to persons or animals

¹⁵ Aggressive behaviour by dogs is covered by the *Animal Management (Cats and Dogs) Act 2008*, sections 194 to 196.

- (1) A responsible person for an animal must take reasonable steps to ensure the animal does not attack, or act in a way that causes fear to, someone else or another animal.

Maximum penalty for subsection (1)—

- (a) if the attack causes the death of or grievous bodily harm to a person—300 penalty units; or
 - (b) if the attack causes the death of or grievous bodily harm to another animal—100 penalty units; or
 - (c) if the attack causes bodily harm to a person or another animal—50 penalty units; or
 - (d) otherwise—20 penalty units.
- (2) A person must not allow or encourage an animal to attack, or act in a way that causes fear to, a person or another animal.

Maximum penalty for subsection (2)—

- (a) if the attack causes the death of or grievous bodily harm to a person—300 penalty units; or
 - (b) if the attack causes the death of or grievous bodily harm to another animal—100 penalty units; or
 - (c) if the attack causes bodily harm to a person or another animal—50 penalty units; or
 - (d) otherwise—20 penalty units.
- (3) In this section—

allow or encourage, without limiting the *Criminal Code*, sections 7 and 8, includes cause to allow or encourage.

another animal does not include vermin that are not the property of anyone.

Examples of vermin that are someone's property—

- a pet mouse or guinea pig
- vermin that are protected animals under the *Nature Conservation Act 1992*.¹⁶

18 Defences for offence against s 17

It is a defence to a prosecution for an offence against section 17 for the defendant to prove that the animal attacked, or acted in a way that caused fear to, the person or other animal—

- (a) as a result of the animal being attacked, mistreated, teased, or provoked by the person or other animal, including a dog; or
- (b) to protect the responsible person, or a person accompanying the responsible person (the ***accompanying person***), or the responsible person's or accompanying person's property.

¹⁶ See section 83 of that Act.

Division 4 Dangerous animals other than dogs¹⁷

19 Declaration of dangerous animal other than a dog

- (1) A local government may, by subordinate local law, specify criteria for an authorised person to declare an animal other than a dog to be a declared dangerous animal.
- (2) An authorised person may declare an animal other than a dog to be a declared dangerous animal if the animal meets the criteria prescribed by subordinate local law.
- (3) A declaration under subsection (2) takes effect at the time the local government gives the responsible person for the animal an information notice¹⁸ about the declaration.

20 Power to require responsible person for declared dangerous animal to take specified action

An authorised person may, by giving a compliance notice,¹⁹ require the responsible person for a declared dangerous animal to take specified action—

- (a) to warn persons who enter land on which the animal is kept of the presence of a declared dangerous animal on the land; and
- (b) to ensure that the animal remains in secure custody and is unable to attack or cause fear to persons or other animals or cause damage to another person's property.

Part 4 Seizure, impounding or destruction of animals

Division 1 Seizure of animals

21 Seizure of animals

- (1) An authorised person may seize²⁰ an animal, other than a dog,²¹ in the following circumstances—
 - (a) the animal is found wandering at large; or

¹⁷ Dangerous dogs are dealt with in the *Animal Management (Cats and Dogs) Act 2008*.

¹⁸ See the definition of **information notice** in *Local Law No.1 (Administration) 2011*, schedule 1.

¹⁹ See *Local Law No.1 (Administration) 2011*, section 27 regarding the requirements for compliance notices and the offence for not complying with a compliance notice.

²⁰ See the *Local Government Act 2009*, chapter 5, part 2, division 1 in relation to authorised persons' enforcement powers, including entry to land.

²¹ See the *Animal Management (Cats and Dogs) Act 2008*, section 125, for seizure of a dog.

- (b) the responsible person for the animal has not complied with a compliance notice that has been issued in relation to compliance with this local law; or
 - (c) the animal has attacked, threatened to attack, or acted in a way that causes fear to, a person or another animal; or
 - (d) the authorised person considers on reasonable grounds that the animal has been abandoned, left or found on a road in the circumstances mentioned in section 100(12) of the *Transport Operations (Road Use Management) Act 1995*.²²
- (2) An authorised person may seize a dog in the following circumstances—
- (a) the dog is found wandering at large; or
 - (b) the responsible person for the dog has not complied with a compliance notice that has been issued in relation to compliance with this local law; or
 - (c) the authorised person considers on reasonable grounds that the animal has been abandoned, left or found on a road in the circumstances mentioned in section 100(12) of the *Transport Operations (Road Use Management) Act 1995*.
- (3) The authorised person may seize an animal under subsection (1)(a) or a dog under subsection (2)(a) where—
- (a) another person has found the animal or dog wandering at large and delivered it to the authorised person; or
 - (b) an occupier of private land has found the animal or dog wandering at large on the land, taken it under effective control and requested the authorised person to enter the land to seize it.
- (4) However, an authorised person is not obliged to accept the custody of an animal under this section.
- (5) For the purposes of seizing an animal, an authorised person may take any action, including the use of force, which is reasonable in the circumstances to capture or control the animal.

Division 2 Destruction of animal without notice

22 Power to immediately destroy seized animal

- (1) This section applies where an authorised person has seized an animal, other than a regulated dog,²³ under this local law or another law.
- (2) The authorised person may, without notice, immediately destroy the animal if—
 - (a) the authorised person reasonably believes the animal is dangerous and the authorised person can not control it; or

²² The *Transport Operations (Road Use Management) Act 1995*, section 100(13) provides: “If a local law provides for a matter mentioned in subsection (12), subsections (3) to (11) no longer apply in the local government’s area.”

²³ See the *Animal Management (Cats and Dogs) Act 2008*, section 127, for power to destroy a seized regulated dog.

- (b) the animal is significantly suffering as a result of disease, severe emaciation or serious injuries; or
- (c) an owner of the animal has requested the authorised person to destroy it.

Division 3 Return or impounding of animals

23 Immediate return of animal seized wandering at large

- (1) This section applies where—
 - (a) an animal has been seized under section 21(1)(a) or section 21(2)(a); and
 - (b) the authorised person who seizes the animal knows, or can readily find out, the name and address of the owner or responsible person for the animal.
- (2) The authorised person may return the animal to the owner or responsible person.

24 Impounding of seized animal

An authorised person who seizes an animal under this local law or another law may impound the animal at a place of care for animals operated by—

- (a) the local government; or
- (b) another organisation or local government prescribed by subordinate local law.

Example for paragraph (a)—

An animal pound.

Example for paragraph (b)—

A veterinary surgery or an animal refuge.

25 What is a notice of impounding

- (1) A ***notice of impounding*** means a written notice, given to the owner or responsible person for an animal, stating that—
 - (a) the animal has been impounded; and
 - (b) the animal may be reclaimed within the prescribed period provided that—
 - (i) the cost-recovery fee is paid; and
 - (ii) if an approval or registration is required for the keeping of the animal and the owner or responsible person does not have the approval or registration— the approval or registration is obtained; and
 - (iii) if the animal has been seized under section 21(1)(b) or 21(2)(b)— the owner or responsible person has complied with the relevant compliance notice; and
 - (iv) continued retention of the animal is not needed as evidence for a proceeding or proposed proceeding for an offence involving the animal; and

(v) no destruction order has been made for the animal.

(2) In this section—

relevant compliance notice means the compliance notice mentioned in section 21(1)(b) or 21(2)(b).

26 Dealing with animal seized and impounded for wandering at large

(1) Subsection (2) applies where—

- (a) an authorised person has impounded an animal seized under section 21(1)(a) or 21(2)(a); and
- (b) the animal was not a declared dangerous animal at the time of being seized; and
- (c) the authorised person knows, or can readily find out, the name and address of the owner or responsible person for the animal.

(2) The authorised person must give the owner or responsible person a notice of impounding.

(3) Subsection (4) applies where—

- (a) an authorised person has impounded a declared dangerous animal seized under section 21(1)(a); or
- (b) an authorised person has impounded an animal that has been seized more than 3 times during a 12 month period.

(4) The authorised person may—

- (a) give the owner or responsible person for the animal a notice of impounding; or
- (b) make a destruction order for the animal under section 30.

27 Dealing with animal seized and impounded for non-compliance with local law

(1) This section applies where an authorised person has impounded an animal seized under section 21(1)(b) or 21(2)(b).

(2) The authorised person may—

- (a) give the owner or responsible person for the animal a notice of impounding; or
- (b) if the animal was being kept in contravention of section 5 of this local law or is an animal for which an approval cannot be granted under this local law or is an animal for which an application for approval under this local law has been rejected— dispose of the animal under division 5.

Dealing with animal seized and impounded for attacking etc a person or another animal

- (1) This section applies where an authorised person has impounded an animal seized under section 21(1)(c).
- (2) The authorised person may²⁴—
 - (a) make a destruction order for the animal under section 30; or
 - (b) give the owner or responsible person a notice of impounding.

29 Reclaiming an impounded animal

- (1) This section applies where—
 - (a) the owner or responsible person for an animal has been given a notice of impounding; or
 - (b) an authorised person does not know, and cannot readily find out, the name and address of an owner or responsible person for the animal.
- (2) The animal may be reclaimed by an owner or responsible person if the owner or responsible person—
 - (a) reclaims the animal within the prescribed period; and
 - (b) pays the cost-recovery fee; and
 - (c) if an approval or registration is required for the keeping of the animal and the owner or responsible person does not have the approval or registration—obtains the approval or registration; and
 - (d) if the responsible person has not complied with a current compliance notice that has been issued in relation to compliance with this local law—complies with the compliance notice.
- (3) However, the animal may not be reclaimed by an owner or responsible person if—
 - (a) continued retention of the animal is needed as evidence for a proceeding or proposed proceeding for an offence involving the animal; or
 - (b) a destruction order has been made for the animal.
- (4) The animal may be reclaimed by an owner or responsible person for the animal if an event as follows happens—
 - (a) if subsection (3)(a) applies—
 - (i) an authorised person advises the owner or responsible person that the animal's continued retention as evidence is no longer required; and
 - (ii) the owner or responsible person has satisfied subsection (2)(b)-(d);
 - (b) if subsection (3)(b) applies—
 - (i) an application for a review or an appeal is made relating to the

²⁴ An authorised person may also declare an animal as a declared dangerous animal under section 19 if specified criteria are met.

destruction order and, as a result of the review or appeal, the order is no longer in force; and

- (ii) the owner or responsible person has satisfied subsection (2)(b)-(d).

Division 4 Destruction of animal following notice

30 Destruction orders

- (1) An authorised person may make an order (a ***destruction order***) stating the person proposes to destroy an animal 14 days after the order is served.
- (2) A destruction order may only be made in 1 or more of the following circumstances—
 - (a) the animal has attacked, threatened to attack, or acted in a way that causes fear to, a person or another animal; or
 - (b) the animal is a declared dangerous animal and was found wandering at large; or
 - (c) the animal has been seized more than 3 times during a 12 month period.
- (3) The destruction order must—
 - (a) be served on a person who owns, or is a responsible person for, the animal; and
 - (b) include or be accompanied by an information notice.²⁵
- (4) If a destruction order is made for the animal, the person may destroy the animal 14 days after the order is served if no review application has been made relating to the decision to make the order.
- (5) If an application for review has been made relating to the decision to make the order, the person may destroy the animal if—
 - (a) the review is finally decided or is otherwise ended; and
 - (b) the order is still in force; and
 - (c) the time allowed for filing a notice of appeal has expired and no notice of appeal has been filed.
- (6) If an appeal is made relating to the decision to make the order, the person may destroy the animal if—
 - (a) the appeal is finally decided or is otherwise ended; and
 - (b) the order is still in force.
- (7) If the animal has been impounded, the owner or responsible person for an animal may reclaim the animal if—
 - (a) a review relating to the decision to make the order is finally decided or is otherwise ended; and

²⁵ See note 17.

- (b) no application for an appeal has been made against the order; and
 - (c) the order is no longer in force; and
 - (d) the owner or responsible person has satisfied section 29(2)(b)-(d).
- (8) If the animal has been impounded, the owner or responsible person for an animal may reclaim the animal if—
- (a) an appeal relating to the decision to make the order is finally decided or is otherwise ended; and
 - (b) the order is no longer in force; and
 - (c) the owner or responsible person has satisfied section 29(2)(b)-(d).
- (9) In this section—

review means a review conducted under the process mentioned in part 4 of *Local Law No.1 (Administration) 2011*.

appeal means an appeal under part 4 of this local law.

Division 5 Disposal of impounded animals

31 Application of this division

This division applies where—

- (a) an impounded animal has not been reclaimed within the prescribed period under section 29(2); or
- (b) if section 29(3)(a) applies— the impounded animal has not been reclaimed within 3 days of an authorised person’s advice to the owner or responsible person that the animal’s continued retention as evidence is no longer required; or
- (c) if section 29(3)(b) applies—the impounded animal has not been reclaimed within 3 days of the completion of a review or appeal that caused a destruction order to no longer be in force; or
- (d) an authorised person has seized an animal mentioned in section 27(2)(b); or
- (e) the owner of an animal has surrendered the animal to the local government.

32 Sale, disposal or destruction of animals

- (1) The local government may—
- (a) offer the animal for sale by public auction or by tender; or
 - (b) if the animal is an animal mentioned in section 27(2)(b) or is of a species, breed or class specified by subordinate local law for this paragraph—
 - (i) sell the animal by private agreement; or
 - (ii) dispose of the animal in some other way without destroying it; or
 - (iii) destroy the animal.

Example for paragraph (b)—

The subordinate local law might specify dogs, cats and other small domestic animals, for which a public auction or tender might not be practicable.

- (2) An animal may only be sold or disposed of under subsection (1) if the local government is satisfied that this will not result in the animal being kept in contravention of the requirements of this local law.

Examples—

- A pig that has been seized because it is being kept in an urban area in contravention of a prohibition under a subordinate local law could be sold to a person outside the urban area but not to another person in an urban area.
 - An animal that a subordinate local law has prohibited in any part of the local government area could not be sold to a person who resides within the local government area.
 - A declared dangerous animal could only be sold to a person who has complied with any specified requirements for keeping such an animal.
- (3) If an animal is to be offered for sale at a public auction under this section, notice of the time and place of the auction must be exhibited at the local government's public office for at least 2 days before the date of the auction.
 - (4) An amount realised on sale of an impounded animal must be applied—
 - (a) first, towards the costs of the sale; and
 - (b) second, towards the cost-recovery fee for impounding; and
 - (c) third, in payment of the remainder to the former owner of the animal, unless the owner had surrendered the animal to the local government.
 - (5) If no person establishes a valid claim to the amount to which the former owner is entitled under subsection (4)(c) within 1 year of the date of the sale, the amount becomes the property of the local government.
 - (6) If an animal that is offered for sale by public auction or tender is not sold through the auction or tender process, the local government may dispose of the animal as it considers appropriate.

Examples—

- The local government may give the animal away.
- The local government may have the animal destroyed.

Division 6 Other impounding matters

33 Register of impounded animals

- (1) The local government must ensure that a proper record of impounded animals (the *register of impounded animals*) is kept.
- (2) The register of impounded animals must contain the following information about each impounded animal—
 - (a) the species, breed and sex of the animal; and
 - (b) the brand, colour, distinguishing markings and features of the animal; and

- (c) if applicable—the registration number of the animal; and
 - (d) if known—the name and address of the responsible person; and
 - (e) the date and time of seizure and impounding; and
 - (f) the name of the authorised person who impounded the animal; and
 - (g) the reason for the impounding; and
 - (h) a note of any order made by an authorised person relating to the animal; and
 - (i) the date and details of whether the animal was sold, released, destroyed or disposed of in some other way.
- (3) The register of impounded animals must be kept available for public inspection at the place of care for animals or, if the place has no public office, at an office prescribed by subordinate local law.

34 Access to impounded animal

- (1) This section applies to an animal impounded under section 24.
- (2) The local government must allow the owner of the animal to inspect it at any reasonable time, from time to time.
- (3) Subsection (2) does not apply if it is impracticable or would be unreasonable to allow the inspection.
- (4) The inspection must be provided free of charge.

35 Unlawful removal of seized or impounded animal

- (1) A person must not, without the authority of an authorised person, remove or attempt to remove—
 - (a) a seized animal from the custody or control of an authorised person; or
 - (b) an impounded animal from the local government's facility for keeping impounded animals.

Maximum penalty for subsection (1)—50 penalty units.

- (2) Any costs arising from damage or loss caused by a person contravening subsection (1) are recoverable by the local government as a debt.

Part 5 Appeals against destruction orders

36 Who may appeal

An owner or responsible person for an animal the subject of a destruction order may appeal to the Magistrates Court against the decision to make the destruction order.

37 Starting appeal

- (1) An appeal must not be started unless a review of the decision to make the

destruction order has been finally decided or otherwise ended.

- (2) An appeal is started by—
 - (a) filing notice of appeal with the Magistrates Court; and
 - (b) serving a copy of the notice of appeal on the local government; and
 - (c) complying with rules of court applicable to the appeal.
- (3) The notice of appeal must be filed within 14 days after the appellant is given notice by the local government about the finalisation of the review of the decision to make a destruction order.
- (4) However, the court may, at any time, extend the time for filing the notice of appeal.
- (5) The notice of appeal must state fully the grounds of the appeal and the facts relied on.

38 Stay of destruction order

Upon filing the notice of appeal, the destruction order is stayed until the court decides the appeal.

39 Hearing procedures

- (1) In deciding an appeal, the Magistrates Court—
 - (a) has the same powers as the local government; and
 - (b) is not bound by the rules of evidence; and
 - (c) must comply with natural justice.
- (2) An appeal is by way of rehearing, unaffected by the decision appealed against.

40 Court's powers on appeal

- (1) In deciding an appeal, the Magistrates Court may—
 - (a) confirm the decision appealed against; or
 - (b) set aside the decision and substitute another decision; or
 - (c) set aside the decision and return the matter to the local government with directions the court considers appropriate.
- (2) If the court substitutes another decision, the substituted decision is, for the purposes of this local law, other than this part, taken to be the decision of the local government.
- (3) An order for the costs of an appeal may only be made against the local government if the court is satisfied that the animal was unlawfully seized or there was no reasonable basis for making the decision subject to the appeal.

41 Appeal to District Court

An appeal lies to a District Court from a decision of the Magistrates Court, but

only on a question of law.

Part 6 Miscellaneous

42 Sale of animals

- (1) The local government may, by subordinate local law, specify conditions to be complied with by persons who offer animals, or a particular species of animal, for sale.
- (2) Conditions specified under subsection (1) are in addition to requirements of the *Animal Management (Cats and Dogs) Act 2008* in relation to the supply of cats and dogs.
- (3) A person must not offer or display animals for sale in the area unless the person complies with conditions specified under subsection (1).

Maximum penalty for subsection (3)—50 penalty units.

43 Subordinate local laws

The local government may make subordinate local laws about—

- (a) the circumstances in which the keeping of animals is prohibited;²⁶ or
- (b) the circumstances in which an approval is required for the keeping of animals;²⁷ or
- (c) the circumstances in which desexing of an animal is required;²⁸ or
- (d) the class of cat prescribed for the purposes of section 7A(4) (Registration obligation) of this local law;²⁹ or
- (e) prescribed requirements for a registration form;³⁰ or
- (f) prescribed requirements for a registration notice;³¹ or
- (g) prescribed requirements for a renewal notice;³² or
- (h) minimum standards for keeping animals generally or animals of a particular species or breed;³³ or
- (i) the identification for dogs required under the *Animal Management (Cats*

²⁶ See section 5(1).

²⁷ See section 6(1).

²⁸ See section 7(1).

²⁹ See section 7A(4).

³⁰ See section 7C.

³¹ See section 7E(3).

³² See section 7H(3).

³³ See section 8(1).

*and Dogs) Act 2008;*³⁴ or

- (j) the exclusion of animals, or animals of a specified species, from public places;³⁵ or
- (k) designated dog off-leash areas;³⁶ or
- (l) animals whose faeces in public places must be removed and disposed of;³⁷ or
- (m) proper enclosure requirements;³⁸ or
- (n) requirements for keeping a dog within a koala area;³⁹ or
- (o) designation of an area as a koala area;⁴⁰ or
- (p) the criteria for declaring an animal other than a dog to be a declared dangerous animal;⁴¹ or
- (q) the organisation or local government that operates a place or care for impounded animals;⁴² or
- (r) the species, breed or class of animal that may be disposed of other than by public auction or tender;⁴³ or
- (s) the office at which the register of impounded animals is available for public inspection;⁴⁴ or
- (t) the conditions to be complied with by persons who offer animals, or a particular species of animal, for sale;⁴⁵ or
- (u) the exclusion of animals of a particular species from the application of this local law;⁴⁶ or
- (v) the declaration of a species of animal as a declared dangerous animal;⁴⁷ or
- (w) the period within which an impounded animal may be reclaimed.⁴⁸

³⁴ See section 9.

³⁵ See section 10(1).

³⁶ See section 11(1).

³⁷ See section 13.

³⁸ See section 14(2).

³⁹ See section 15(1).

⁴⁰ See section 15(4).

⁴¹ See section 19(1).

⁴² See section 24(b).

⁴³ See section 32(1)(b).

⁴⁴ See section 33(3).

⁴⁵ See section 42(1).

⁴⁶ See the definition of *animal* in the schedule.

⁴⁷ See the definition of *declared dangerous animal* in the schedule.

⁴⁸ See the definition of *prescribed period* in the schedule.

Schedule Dictionary

Section 3

animal includes a mammal, fish, bird, reptile, amphibian or insect but does not include an animal of a species excluded by subordinate local law from the application of this local law.

attack, by an animal, means—

- (a) aggressively rushing at or harassing any person or animal; or
- (b) biting, butting, kicking, or otherwise causing physical injury to, a person or an animal; or
- (c) tearing clothing on, or otherwise causing damage to the property in the immediate possession of, a person.

cat has the meaning given in section 11 of the *Animal Management (Cats and Dogs) Act 2008*.

changed information—

- (a) for section 7G—see section 7G(1); and
- (b) for section 7I—see section 7I(2).

compliance notice means a compliance notice mentioned in *Local Law No.1 (Administration) 2011*, section 27.

cost-recovery fee means the fee fixed by the local government to cover the costs associated with impounding an animal.⁴⁹

declared dangerous animal means an animal—

- (a) of a species declared by subordinate local law as a declared dangerous animal; or
- (b) declared under section 19 of this local law to be a declared dangerous animal.

desex see *Animal Management (Cats and Dogs) Act 2008*, schedule 2.

destroy, an animal, includes causing it to be destroyed.

destruction order see section 30(1).

dog off-leash area see section 11(1).

effective control see section 12(3).

notice of impounding see section 25(1).

owner, of an animal, means

- (a) its registered owner;
- (b) a person who owns the animal, in the sense of it being the person's personal property;
- (c) a person who usually keeps the animal, including through an agent, employee or anyone else;
- (d) if a person mentioned in paragraphs (a) to (c) is a minor—a parent or guardian of the minor.

pound, for part 2, division 3A, means premises maintained for the purpose of impounding

⁴⁹ See the Act, section 97 for the power of a local government to fix a cost recovery fee.

animals.

prescribed form means the form approved by the local government.

prescribed period means the period, fixed by subordinate local law, of not less than—

- (a) if the animal is registered with the local government—5 days; or
- (b) if the animal is not registered with the local government—3 days;

and commencing on the day a notice of impounding is given to a person or, if no notice is given to a person, on the day of the seizure.

registered —

- (a) for a cat, means that the information about the cat is recorded in the local government's register of cats;
- (b) for a dog, means the dog is registered under the *Animal Management (Cats and Dogs) Act 2008*.

registered owner, of an animal, means a person recorded as being the owner of the animal in a registry kept by a local government.

registration — see registered.

registration device means a device to assist in identifying an animal which is decided by resolution of the local government.

registration fee, for a cat, means the prescribed fee for the registration of the cat.

registration form, for the registration of a cat, means the prescribed form for registering cats in the local government area.

registration notice—

- (a) for a cat — see section 7E(2);
- (b) for a dog — see *Animal Management (Cats and Dogs) Act 2008*, schedule 2.

renewal notice — see section 7H(2).

responsible person, for an animal, means—

- (a) the person, or the person's employee acting within the scope of the employment, who has immediate control or custody of the animal; or
- (b) the parent or guardian of a minor who has immediate control or custody of the animal; or
- (c) the person who occupies the place at which the animal is usually kept,

but does not include—

- (a) a person who occupies the place at which the animal is usually kept, if someone else who is an adult and lives at the place keeps the animal; or
- (b) a person who has the control or custody of or keeps the animal as an employee of someone else, if the person is acting within the scope of the employment.

restricted dog see *Animal Management (Cats and Dogs) Act 2008*, section 63.

shelter, for part 2, division 3A, means premises maintained for the purpose of providing shelter to, or finding a home for, stray, abandoned or unwanted animals.

State planning instrument see *Sustainable Planning Act 2009*, schedule 3.

the Act means the *Local Government Act 2009*.

veterinary surgeon means a person registered as a veterinary surgeon under the *Veterinary Surgeons Act 1936*.

wandering at large means—

- (a) the animal is not under the effective control of someone; and
- (b) the animal is in either—
 - (i) a public place; or
 - (ii) a private place without the consent of the occupier.

This and the preceding 28 pages bearing my initials is a certified copy of the consolidated version of *Local Law No. 2 (Animal Management) 2011* adopted in accordance with the provisions of section 32 of the *Local Government Act 2009* by Maranoa Regional Council by resolution dated the 13th day of November 2019.

.....
Chief Executive Officer

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Maranoa Regional Council Animal Management (Amendment) Subordinate Local Law (No. 1) 2019

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Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Animal Management (Amendment) Subordinate Local Law (No. 1) 2019*.

2 Subordinate local law amended

This subordinate local law amends *Subordinate Local Law No. 2 (Animal Management) 2011*.

Part 2 Amendments to subordinate local law

3 Insertion of new ss7A to 7C

After section 7—

insert—

‘7A What registration form must state — Authorising local Law, s7C

- (1) For section 7C of the authorising local law, a registration form for the registration of a cat must—
 - (a) be in the prescribed form; and
 - (b) state all of the following information about the owner of the cat—
 - (i) name;
 - (ii) residential address;
 - (iii) contact telephone number;
 - (iv) email address, if any; and
 - (c) state all of the following information about the cat—
 - (i) age;
 - (ii) breed;
 - (iii) colour;
 - (iv) sex;
 - (v) any other noticeable distinguishing features or marks;
 - (vi) address;
 - (vii) if it is desexed—that it is desexed.
- (2) In this section, the **address** for a cat is the address of the place where the cat is usually kept or proposed to be kept.

7B Local government must give registration notice — Authorising local Law, s7E(3)

For section 7E(3) of the authorising local law, a registration notice must—

- (a) be given to the owner within 14 days after the cat is registered by the local government; and
- (b) state—
 - (i) the information, for the owner and the cat, required to be given under sections 7C and 7D(2) of the authorising local law; and
 - (ii) the period of the registration.

7C Local government must give renewal notice — Authorising local Law, s7H(3)

For section 7H(3) of the authorising local law, a renewal notice must—

- (a) be given at least 14 days before the period of registration for the cat expires; and
- (b) state—
 - (i) the information, for the owner and the cat, stated in the register of cats maintained by the local government; and
 - (ii) the period of renewal of registration; and
 - (iii) that the owner must, within 7 days, give the local government notice of any change to the information.’.

4 Amendment of s9 (Identification for cats and dogs in certain circumstances — Authorising local law, s9)

- (1) Section 9, heading, ‘cats and’—

omit.

- (2) Section 9, ‘a cat or’—

omit, insert—

‘a’.

- (3) Section 9, ‘the cat or’—

omit, insert—

‘the’.

5 Amendment of sch14 (Dictionary)

Schedule 14, definition **registered**, ‘Animal Management (Cats and Dogs) Act 2008’—

omit, insert—

‘authorising local law’.

This and the preceding 3 pages bearing my initials is a certified copy of *Animal Management (Amendment) Subordinate Local Law (No. 1) 2019* made in accordance with the provisions of the *Local Government Act 2009* by Maranoa Regional Council by resolution dated the 13th day of November 2019.

.....
Chief Executive Officer

832235_1

Maranoa Regional Council Animal Management (Amendment) Subordinate Local Law (No. 2) 2019

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Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Animal Management (Amendment) Subordinate Local Law (No. 2) 2019*.

2 Subordinate local law amended

This subordinate local law amends *Subordinate Local Law No. 2 (Animal Management) 2011*.

Part 2 Amendments to subordinate local law

3 Amendment of sch 1 (Prohibition on keeping animals)

(1) Schedule 1, item 1, column 2—

insert—

- ‘(a) More than 4 dogs (other than working dogs) over the age of 3 months on an allotment with an area less than 2,500m².

Note—

An approval is required to keep more than 2 dogs (other than working dogs) over the age of 3 months on an allotment with an area less than 2,500m²—see schedule 2, item 2(a).

- (b) More than 4 dogs (other than working dogs) over the age of 3 months on an allotment with an area between 2,500m² and 4,000m².

Note—

An approval is required to keep more than 3 dogs (other than working dogs) over the age of 3 months on an allotment with an area between 2,500m² and 4,000m²—see schedule 2, item 2(b).

- (c) More than 4 dogs (other than working dogs) over the age of 3 months on an allotment with an area between 4,001m² and 40,000m².
- (d) More than 5 dogs (other than working dogs) over the age of 3 months on an allotment with an area more than 40,000m².
- (e) More than 2 dogs over the age of 3 months on multi-residential premises.

Note —

An approval is required to keep more than 1 dog over the age of 3 months on multi-residential premises —see schedule 2, item 2(c).

- (f) Any of the following breeds anywhere in the local government area: American pit bull terrier or pit bull terrier; dogo Argentino; fila Brasileiro; Japanese tosa; Perro de Presa Canario or Presa Canario.’.

(2) Schedule 1, from ‘A prohibition’ to ‘local law.’—

insert—

‘A prohibition prescribed in this schedule does not apply to the keeping of an animal or animals on premises in circumstances as follows—

- (a) if the animal or animals is an animal other than a dog—
 - (i) the animal or animals were kept on the premises before the commencement of the authorising local law; and
 - (ii) the keeping of the animal or animals on the premises immediately before the commencement of the authorising local law did not contravene any provision of a local law of the local government that was repealed contemporaneously with the making of the authorising local law;
- (b) if the animal or animals is a dog—
 - (i) the animal or animals were kept on the premises before the commencement of *Animal Management (Amendment) Subordinate Local Law (No. 2) 2019*; and
 - (ii) the keeping of the animal or animals on the premises immediately before the commencement of *Animal Management (Amendment) Subordinate Local Law (No. 2) 2019* did not contravene any provision of the authorising local law.’.

4 Amendment of sch2 (Requirement for approval to keep animal)

Schedule 2, item 2, column 2—

insert—

- ‘(a) More than 2 dogs (other than working dogs) over the age 3 months on an allotment with an area less than 2,500m².

Note—

Keeping more than 4 dogs (other than working dogs) over the age of 3 months on an allotment with an area less than 2,500m² is prohibited—see schedule 1, item 1(a).

- (b) More than 3 dogs (other than working dogs) over the age of 3 months on an allotment with an area between 2,500m² and 4,000m².

Note—

Keeping more than 4 dogs (other than working dogs) over the age of 3 months on an allotment with an area between 2,500m² and 4,000m² is prohibited—see schedule 1, item 1(b).

- (c) More than 1 dog over the age of 3 months on multi-residential premises.

Note—

Keeping more than 2 dogs over the age of 3 months on multi-residential premises is prohibited—see schedule 1, item 1(e).’.

5 Amendment of sch7 (Dog off-leash areas)

Schedule 7, ‘No dog off-leash area described.’—

insert—

‘Shady’s Lagoon at the Charles Street Entrance of the Adungadoo Pathway (lot 207 on plan R861).’.

6 Amendment of sch14 (Dictionary)

Schedule 14—

insert—

‘**working dog** has the meaning given in the *Animal Management (Cats and Dogs) Act 2008*, schedule 2.’.

This and the preceding 3 pages bearing my initials is a certified copy of *Animal Management (Amendment) Subordinate Local Law (No. 2) 2019* made in accordance with the provisions of the *Local Government Act 2009* by Maranoa Regional Council by resolution dated the 13th day of November 2019.

.....
Chief Executive Officer

832322_1

Subordinate Local Law No. 2 (Animal Management) 2011

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Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Subordinate Local Law No. 2 (Animal Management) 2011*.

2 Purpose and how it is to be achieved

- (1) The purpose of this subordinate local law is to supplement *Local Law No. 2 (Animal Management) 2011*, which provides for regulation of the keeping and control of animals within the local government's area.
- (2) The purpose is to be achieved by providing for—
 - (a) the circumstances in which the keeping of animals is prohibited or requires approval; and
 - (b) requirements for keeping animals, including minimum standards, mandatory desexing, proper enclosures, koala conservation and identification; and
 - (c) the control of animals in public places; and
 - (d) matters regarding the impounding of animals and the sale or disposal of impounded animals; and
 - (e) the conditions to be complied with by persons who offer animals, or a particular species of animal, for sale; and
 - (f) the declaration of a species of animal as a declared dangerous animal and the criteria for declaration of a specific animal as a declared dangerous animal.

3 Authorising local law

The making of the provisions in this subordinate local law is authorised by *Local Law No. 2 (Animal Management) 2011* (the **authorising local law**).

4 Definitions

- (1) Particular words used in this subordinate local law have the same meaning as provided for in the authorising local law.
- (2) The dictionary in schedule 14 defines particular words used in this subordinate local law.

Part 2 Keeping of animals

5 Circumstances in which keeping animals prohibited—Authorising local law, s 5(1)

For section 5(1) of the authorising local law, keeping an animal or animals

mentioned in column 1 of schedule 1 is prohibited in the circumstances described in column 2 of schedule 1.

6 Circumstances in which keeping animals requires approval—Authorising local law, s 6(1)

For section 6(1) of the authorising local law, keeping an animal or animals of the species or breed mentioned in column 1 of schedule 2 requires approval in the circumstances described in column 2 of schedule 2.

7 Animals that must be desexed—Authorising local law, s 7

For section 7 of the authorising local law, an animal of the species or breed mentioned in column 1 of schedule 3 must be desexed once it reaches the age specified in column 2 of schedule 3 except in the circumstances described in column 3 of schedule 3.

7A What registration form must state — Authorising local Law, s7C

- (1) For section 7C of the authorising local law, a registration form for the registration of a cat must—
 - (a) be in the prescribed form; and
 - (b) state all of the following information about the owner of the cat—
 - (i) name;
 - (ii) residential address;
 - (iii) contact telephone number;
 - (iv) email address, if any; and
 - (c) state all of the following information about the cat—
 - (i) age;
 - (ii) breed;
 - (iii) colour;
 - (iv) sex;
 - (v) any other noticeable distinguishing features or marks;
 - (vi) address;
 - (vii) if it is desexed—that it is desexed.
- (2) In this section, the *address* for a cat is the address of the place where the cat is usually kept or proposed to be kept.

7B Local government must give registration notice — Authorising local Law, s7E(3)

For section 7E(3) of the authorising local law, a registration notice must—

- (a) be given to the owner within 14 days after the cat is registered by the local government; and
- (b) state—
 - (i) the information, for the owner and the cat, required to be given under sections 7C and 7D(2) of the authorising local law; and
 - (ii) the period of the registration.

7C Local government must give renewal notice — Authorising local Law, s7H(3)

For section 7H(3) of the authorising local law, a renewal notice must—

- (a) be given at least 14 days before the period of registration for the cat expires; and
- (b) state—
 - (i) the information, for the owner and the cat, stated in the register of cats maintained by the local government; and
 - (ii) the period of renewal of registration; and
 - (iii) that the owner must, within 7 days, give the local government notice of any change to the information.

8 Minimum standards for keeping animals—Authorising local law, s 8(1)

- (1) For section 8(1) of the authorising local law, the minimum standards for the keeping of animals are set out in schedule 4.
- (2) For section 8(1) of the authorising local law, column 2 of schedule 5 sets out the minimum standards for keeping an animal of the species or breed mentioned in column 1 of schedule 5.

9 Identification for dogs in certain circumstances—Authorising local law, s 9

For section 9 of the authorising local law, the identification required for a dog that is at a place other than the address stated in the registration notice for the dog is the registration device mentioned in section 12(3) of the *Animal Management (Cats and Dogs) Act 2008*.

Part 3 Control of animals

10 Public places where animals are prohibited—Authorising local law, s 10(1)

For section 10(1) of the authorising local law, the species or breeds of animals mentioned in column 2 of schedule 6 are prohibited in the public places described in column 1 of schedule 6.

11 Dog off-leash areas—Authorising local law, s 11(1)

For section 11(1) of the authorising local law, the areas described in schedule 7 are designated as dog off-leash areas.

12 Animal faeces in public places—Authorising local law, s 13

For section 13 of the authorising local law, no other species of animal is prescribed as an animal whose faeces must be removed from a public place and disposed of in a sanitary way.

13 Requirements for proper enclosures for keeping animals—Authorising local law, s 14(2)

For section 14(2) of the authorising local law, column 2 of schedule 8 sets out the requirements for proper enclosures for an animal of the species or breed mentioned in column 1 of schedule 8.

14 Koala conservation—Authorising local law, s 15

- (1) For section 15(1) of the authorising local law, schedule 9 sets out the requirements for keeping a dog on land that is within a koala area.
- (2) For section 15(4) of the authorising local law, each area described in schedule 10 is designated as a koala area.

15 Criteria for declared dangerous animals—Authorising local law, s 19(1)

For section 19(1) of the authorising local law, the criteria for declaring an animal as a declared dangerous animal are set out in schedule 11.

Part 4 Seizure, impounding or destruction of animals**16 Place of care for impounded animals—Authorising local law, s 24**

For section 24 of the authorising local law, the place of care for animals impounded by the local government will be operated by the local government.

17 Animals that may be disposed of without auction or tender—Authorising local law, s 32(1)(b)

For section 32(1)(b) of the authorising local law, the species, breeds or classes of animal that may be sold by private agreement, destroyed or disposed of in some other way are the following—

- (a) dogs; and
- (b) cats; and
- (c) other small domestic animals.

18 Register of impounded animals—Authorising local law, s 33(3)

For section 33(3) of the authorising local law, the register of impounded animals will be kept at the local government's public office.

Part 5 Appeals against destruction orders

This part in the authorising local law does not contain any matters to be provided for by subordinate local law.

Part 6 Miscellaneous**19 Conditions regarding sale of animals—Authorising local law, s 42(1)**

For the purposes of section 42(1) of the authorising local law, persons who offer for sale an animal of a species or breed mentioned in column 1 of schedule 12 must comply with the conditions set out in column 2 of schedule 12.

20 Animals excluded from application of the local law—Authorising local law, schedule

For the purposes of the definition of “*animal*” in the schedule to the authorising local law, animals of the fish species are excluded from the application of the authorising local law.

21 Species that are declared dangerous animals—Authorising local law, schedule

For the purposes of the definition of “*declared dangerous animal*” in the schedule to the authorising local law, no species of animal is declared to be a declared dangerous animal.

22 Prescribed period for reclaiming animals—Authorising local law, schedule

For the purposes of the definition of “*prescribed period*” in the schedule to the authorising local law, the period within which an animal may be reclaimed is—

- (a) if the animal is a horse, cow, registered cat, registered dog or other identifiable animal—5 days; and
- (b) if the animal is an unregistered cat, unregistered dog or an animal which is not an identifiable animal—3 days.

Schedule 1 Prohibition on keeping animals**Section 5**

	Column 1 Animal	Column 2 Circumstances in which keeping of animal or animals is prohibited
1	Dog	<p>(a) More than 4 dogs (other than working dogs) over the age of 3 months on an allotment with an area less than 2,500m².</p> <p><i>Note—</i></p> <p><i>An approval is required to keep more than 2 dogs (other than working dogs) over the age of 3 months on an allotment with an area less than 2,500m²—see schedule 2, item 2(a).</i></p> <p>(b) More than 4 dogs (other than working dogs) over the age of 3 months on an allotment with an area between 2,500m² and 4,000m².</p> <p><i>Note—</i></p> <p><i>An approval is required to keep more than 3 dogs (other than working dogs) over the age of 3 months on an allotment with an area between 2,500m² and 4,000m²—see schedule 2, item 2(b).</i></p> <p>(c) More than 4 dogs (other than working dogs) over the age of 3 months on an allotment with an area between 4,001m² and 40,000m².</p> <p>(d) More than 5 dogs (other than working dogs) over the age of 3 months on an allotment with an area more than 40,000m².</p> <p>(e) More than 2 dogs over the age of 3 months on multi-residential premises.</p> <p><i>Note —</i></p> <p><i>An approval is required to keep more than 1 dog over the age of 3 months on multi-residential premises — see schedule 2, item 2(c).</i></p> <p>(f) Any of the following breeds anywhere in the local government area: American pit bull terrier or pit bull terrier; dogo Argentino; fila Brasileiro; Japanese tosa; Perro de Presa Canario or Presa Canario.</p>
2	Cat	<p>(a) More than 2 cats over the age of 3 months on an allotment in a designated town area.</p> <p>(b) More than 1 cat over the age of 3 months on multi-residential premises.</p>

3	Horse or cow	(a) An animal to which this item 3 applies on an allotment in a designated town area with an area less than 4000 m ² . (b) A density of animals to which this item 3 applies on an allotment in a designated town area that is greater than 1 animal per 4000 m ² .
4	Donkey, stallion or bull	An animal to which this item 4 applies on premises in a designated town area.
5	Sheep, goat, alpaca or llama	(a) An animal to which this item 5 applies on an allotment in a designated town area with an area less than 4000m ² . (b) A density of animals to which this item 5 applies on an allotment in a designated town area that is greater than 1 animal per 1000m ² .
6	Peacock, rooster or guinea fowl	A bird to which this item 6 applies on premises in a designated town area.
7	Pig	A pig on premises in a designated town area.
8	Poultry (other than a rooster) duck or goose	A bird to which this item 8 applies on an allotment in a designated town area with an area less than 500m ² .
9	Bees	A hive on an allotment in a designated town area with an area less than 4000m ² .
10	Budgerigar, canary or other bird of a similar size	More than 20 birds to which this item 10 applies on an allotment in a designated town area.
11	Racing pigeons	More than 20 racing pigeons on an allotment in a designated town area.

A prohibition prescribed in this schedule does not apply to the keeping of an animal or animals on premises in circumstances as follows—

- (a) if the animal or animals is an animal other than a dog—
 - (i) the animal or animals were kept on the premises before the commencement of the authorising local law; and
 - (ii) the keeping of the animal or animals on the premises immediately before the commencement of the authorising local law did not contravene any provision of a local law of the local government that was repealed contemporaneously with the making of the authorising local law;
- (b) if the animal or animals is a dog—
 - (i) the animal or animals were kept on the premises before the commencement of *Animal Management (Amendment) Subordinate Local Law (No. 2) 2019*; and

- (ii) the keeping of the animal or animals on the premises immediately before the commencement of *Animal Management (Amendment) Subordinate Local Law (No. 2) 2019* did not contravene any provision of the authorising local law.

Schedule 2 Requirement for approval to keep animal

Section 6

	Column 1 Species or breed of animal	Column 2 Circumstances in which keeping of animal or animals requires approval⁵⁰
1	Poultry (other than a rooster), duck or goose	More than 10 birds to which this item 1 applies on an allotment in a designated town area.
2.	Dog	<p>(a) More than 2 dogs (other than working dogs) over the age 3 months on an allotment with an area less than 2,500m². <i>Note—</i> <i>Keeping more than 4 dogs (other than working dogs) over the age of 3 months on an allotment with an area less than 2,500m² is prohibited—see schedule 1, item 1(a).</i></p> <p>(b) More than 3 dogs (other than working dogs) over the age of 3 months on an allotment with an area between 2,500m² and 4,000m². <i>Note—</i> <i>Keeping more than 4 dogs (other than working dogs) over the age of 3 months on an allotment with an area between 2,500m² and 4,000m² is prohibited—see schedule 1, item 1(b).</i></p> <p>(c) More than 1 dog over the age of 3 months on multi-residential premises. <i>Note—</i> <i>Keeping more than 2 dogs over the age of 3 months on multi-residential premises is prohibited—see schedule 1, item 1(e).</i></p>

⁵⁰ See *Local Law No.1 (Administration) 2011* and *Subordinate Local Law No.1.5 (Administration) 2011* in relation to the requirements and processes for approvals (e.g. form of application for approval, documents and materials that must accompany applications, criteria for granting approval, conditions that must be imposed on approvals, conditions that will ordinarily be imposed on approvals, term of approval, third party certification of applications).

Schedule 3 Requirement to desex animal

Section 7

	Column 1 Species or breed of animal	Column 2 Age at which animal must be desexed	Column 3 Exemptions to the requirement for desexing
	No species or breed of animal mentioned		

Schedule 4 Minimum standards for keeping animals generally

Section 8(1)

- (1) A person who keeps an animal on premises must —
- (a) ensure that the animal is adequately identified so that the owner's name, address and telephone number are readily ascertainable; and
 - (b) ensure that waste waters from enclosures are drained in a nuisance free manner and that run-off is kept off adjoining premises or as otherwise directed by an authorised person; and
 - (c) ensure that excreta, food scraps and other material that is, or is likely to become, offensive is collected at least daily and, if not immediately removed from the premises, is kept in a waste container of a kind approved by an authorised person; and
 - (d) ensure that any enclosure in which the animal is kept is properly maintained in—
 - (i) a clean and sanitary condition; and
 - (ii) an aesthetically acceptable condition; and
 - (e) take all reasonable steps to prevent the animal from making a noise or disturbance that causes a nuisance or disturbance to the occupiers of—
 - (i) adjoining premises; or
 - (ii) premises in the vicinity of the land on which the animal is ordinarily kept; and
 - (f) ensure that the area available to the animal kept on the premises is appropriately sized so that the animal can be effectively and comfortably kept; and
 - (g) ensure that the keeping of the animal on the premises does not cause an animal noise nuisance; and
 - (h) if the animal is a dog and the dog is required to be registered by the person in the local government area of the local government — comply with section 46 of the Animal Management Act to register the dog in the local government area as required by section 44 of the Animal Management Act.
2. For the purposes of section 1(g), the keeping of an animal on premises causes an animal noise nuisance if—
- (a) the animal makes a noise which —
 - (i) occurs more than once; and
 - (ii) disrupts or inhibits an activity ordinarily carried out on adjoining or nearby residential premises; or

Example for section 2(a)(ii) —

The barking of a dog which disrupts a person —

- (a) *holding a conversation; or*

- (b) *watching television; or*
- (c) *listening to a radio or recorded material; or*
- (d) *sleeping.*

In order for an animal noise nuisance to occur, it is not necessary that the degree of interference from the barking is such as to be continuous, or to make it practically impossible to —

- (a) *hold a conversation; or*
- (b) *watch television; or*
- (c) *listen to a radio or recorded material at ordinary volumes; or*
- (d) *fall or stay asleep.*

Any occurrence by which a person is woken from sleep, or by which a person is distracted or annoyed during the course of carrying out some other ordinary activity, in a way which would not occur in the absence of the dog barking, is a disruption to or an inhibition of an activity ordinarily carried out on residential premises. It is not necessary that the barking totally drowns out the sound of the conversation, television, radio or recorded material. It is sufficient if attention is merely diverted from this sound by the barking of the dog. It is not necessary that it be a repeated or ongoing interruption of sleep or that it be the total shattering of sleep.

- (b) the animal makes a noise that is excessive in all the circumstances, and an animal makes a noise that is excessive in all the circumstances if—
 - (i) the noise is made for more than a total of 6 minutes in any hour from 7.00am to 10.00pm on any day; or
 - (ii) the noise is made for more than a total of 3 minutes in any 30 minute period on any day after 10.00pm or before 7.00am.

Schedule 5 Minimum standards for keeping particular animals

Section 8(2)

	Column 1 Species or breed of animal	Column 2 Minimum standards for keeping animals
1	Greyhound	Each owner of, and responsible person for, a greyhound must ensure that the dog is kept— <ul style="list-style-type: none"> (a) without nuisance; and (b) if a code of practice for the keeping of greyhounds has been approved by the Greyhound Racing Authority of Queensland—in accordance with the requirements of the code of practice.
2	Horse, donkey, cow, bull, ox, deer and other domesticated animals of a similar size and sheep, goat, pig and other animals of a similar size	Each owner of, and responsible person for, an animal specified in column 1, item 2 which is kept on premises must ensure that any enclosure in which the animal is kept is not located within a radius of 10m of— <ul style="list-style-type: none"> (a) a residence on adjoining premises; or (b) a place used for the manufacture, preparation or storage of food intended for human consumption other than a domestic kitchen used solely for domestic purposes by the owner or responsible person for the animal; or (c) a place used for the storage of food (other than food kept in hermetically sealed packages).
3	Budgerigar, canary and other birds of a similar size and cockatiel and other birds of a similar size and cockatoo, galah and other birds of a similar size	Each owner of, and responsible person for, a bird specified in column 1, item 3 must ensure that— <ul style="list-style-type: none"> (a) the bird is kept without nuisance; and (b) the bird is contained within an enclosed cage or aviary; and (c) the bird's food is kept in a properly sealed, vermin proof container; and (d) the cage or aviary in which the bird is kept on the premises is— <ul style="list-style-type: none"> (i) thoroughly cleaned at least once each week; and (ii) not located less than 1m from the side or rear boundaries of the premises; and (e) if a code of practice for the keeping of birds of a relevant species has been approved by the local

		government—the bird is kept in accordance with the requirements of the code of practice.
4	Pigeons	<p>Each owner of, and responsible person for, pigeons which are kept on premises must ensure that—</p> <ul style="list-style-type: none"> (a) the pigeons are kept without nuisance; and (b) the pigeons contained within an enclosed cage or aviary; and (c) the pigeon's food is kept in a properly sealed, vermin proof container; and (d) the cage or aviary in which the pigeons are kept is— <ul style="list-style-type: none"> (i) thoroughly cleaned at least once each week; and (ii) located at the rear of, and behind, any residence situated on the premises; and (e) if a code of practice for the keeping of pigeons has been approved by the local government—the pigeons are kept in accordance with the requirements of the code of practice.
5	Bees	<p>Each owner of, and responsible person for, bees which are kept on premises must ensure that—</p> <ul style="list-style-type: none"> (a) the bees are kept without nuisance; and (b) any beehive constructed for the purpose of keeping the bees is not located within a radius of 10m of— <ul style="list-style-type: none"> (i) a residence on adjoining premises; or (ii) a place used for the manufacture, preparation or storage of food intended for human consumption other than a domestic kitchen used solely for domestic purposes by the owner or responsible person for the bees; or (iii) a place used for the storage of food (other than food kept in hermetically sealed packages); and (c) each beehive constructed for the purpose of keeping bees is adequately identified so that the owner's name, address and telephone number are readily ascertainable; and (d) if a code of practice for the keeping of bees has been approved by the local government — the bees are kept in accordance with the requirements of the code of practice.
6	Duck, drake, goose, turkey, rooster, peacock, peahen,	Each owner of, and responsible person for, a bird identified in column 1 item 6 which is kept on premises must ensure that—

	ostrich, emu and poultry	<ul style="list-style-type: none"> (a) the bird is kept without nuisance; and (b) the bird is contained within an enclosure; and (c) the bird's food is kept in a properly sealed, vermin proof container; and (d) the enclosure in which the bird is kept is— <ul style="list-style-type: none"> (i) thoroughly cleaned at least once each week; and (ii) located at the rear of, and behind, any residence situated on the premises; and (e) the enclosure in which the bird is kept is not located within a radius of 10m of— <ul style="list-style-type: none"> (i) a residence on adjoining premises; or (ii) a place used for the manufacture, preparation or storage of food intended for human consumption other than a domestic kitchen used solely for domestic purposes by the owner or responsible person for the bird; or (iii) a place used for the storage of food (other than food kept in hermetically sealed packages); and (f) the enclosure in which the bird is kept is not located less than 1 m from the side or rear boundaries of the premises.
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Schedule 6 Prohibition of animals in public places

Section 10

	Column 1 Public place	Column 2 Species or breed of animals prohibited
	No public place described.	

Schedule 7 Dog off-leash areas

Section 11

Shady's Lagoon at the Charles Street Entrance of the Adungadoo Pathway (lot 207 on plan R861).

Schedule 8 Requirements for proper enclosures for animals

Section 13

	Column 1 Species or breed of animal	Column 2 Requirements for proper enclosures
1	All animals regardless of species or breed	<p>(1) A proper enclosure is an area of the land on which the animal is kept, appropriately sized so as to be capable of effectively and comfortably housing the animal.</p> <p>(2) The area must be suitably fenced—</p> <ul style="list-style-type: none"> (a) appropriate to the species and breed of the animal to be enclosed; and (b) so as to effectively enclose the animal on the land on which it is kept at all times. <p>(3) For the purposes of this item 1 <i>suitably fenced</i> means enclosed by a fence —</p> <ul style="list-style-type: none"> (a) constructed of materials which are of sufficient strength to prevent the animal from escaping over, under or through the fence; and (b) of a height which is sufficient to prevent the animal jumping or climbing over the fence; and (c) where the animal has the ability to dig — which includes a barrier installed directly below the fence to prevent the animal digging its way out; and (d) where the animal has the ability to climb — designed and constructed in such a way as to prevent the animal from climbing over the fence; and (e) of which all gates are kept closed and latched except when in immediate use by a person entering or leaving the land on which the animal is kept.
2	Horse	<p>(1) A proper enclosure for the keeping of a horse must, in addition to the requirements specified in item 1 —</p> <ul style="list-style-type: none"> (a) effectively enclose the horse so that the horse can not reach over or through the fence to adjoining land or any public place; and (b) where the animal is a stallion—the enclosure must be constructed within an additional or second

		suitable and adequate fence or enclosure that is provided at the land on which the stallion is kept to a standard approved by an authorised person.
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**Schedule 9 Requirements for keeping a dog in a koala
area**

Section 14(1)

No requirements prescribed.

Schedule 10 Koala areas⁵¹

Section 14(2)

No area designated.

⁵¹ “Koala areas” under section 15(4) of the authorising local law comprise the areas designated in this schedule plus “koala habitat areas” designated by a State planning instrument or a conservation plan made under the *Nature Conservation Act 1992*.

Schedule 11 Criteria for declared dangerous animals

Section 15

There is a high likelihood of the animal causing injury to a person or animal or damage to property, taking into account—

- (a) its prior history of attacking or causing fear to persons or animals or damaging property; and
- (b) the extent of injury or damage that could potentially be inflicted by an animal of its size and species or breed.

Schedule 12 Conditions for sale of animals

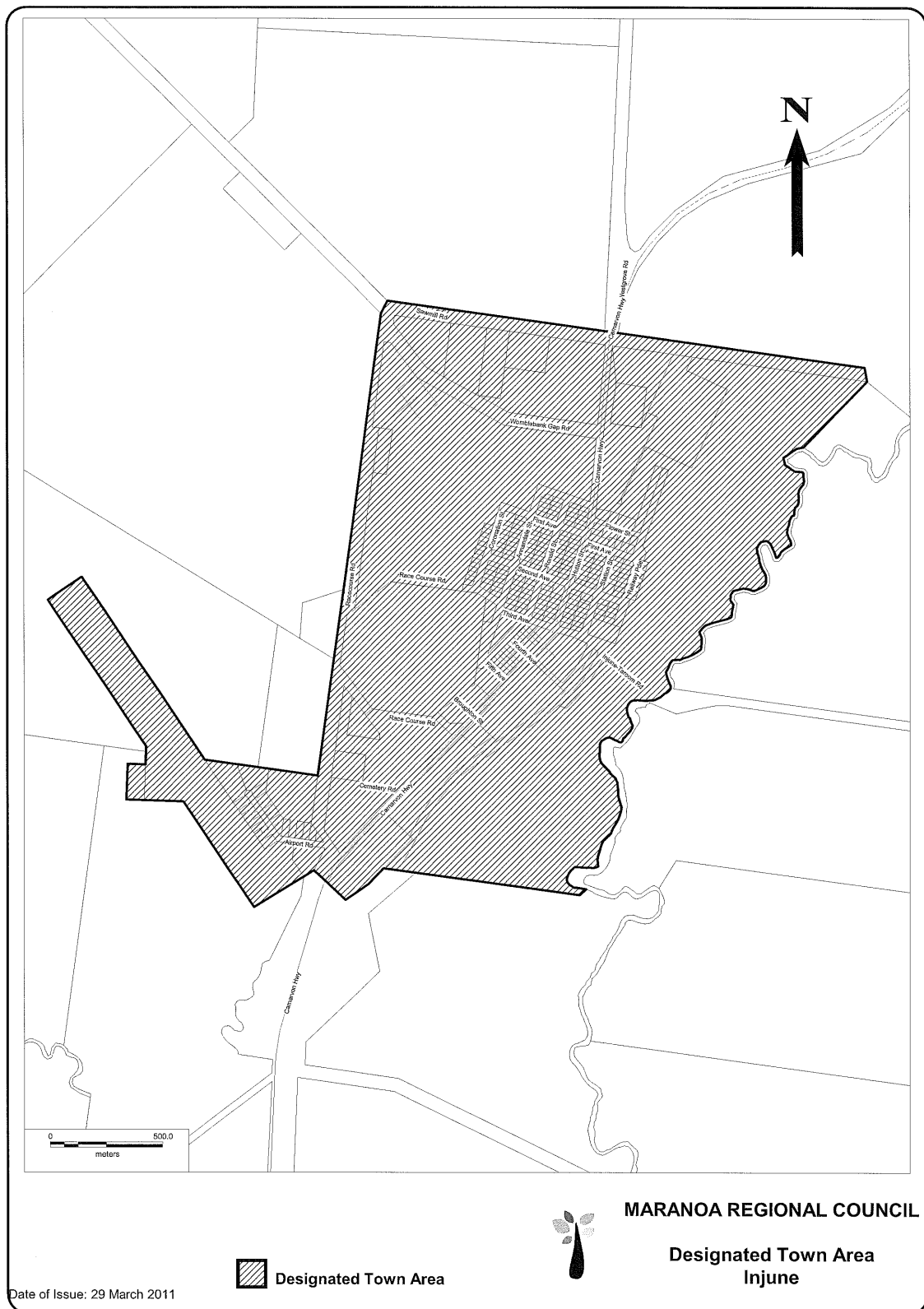
Section 19

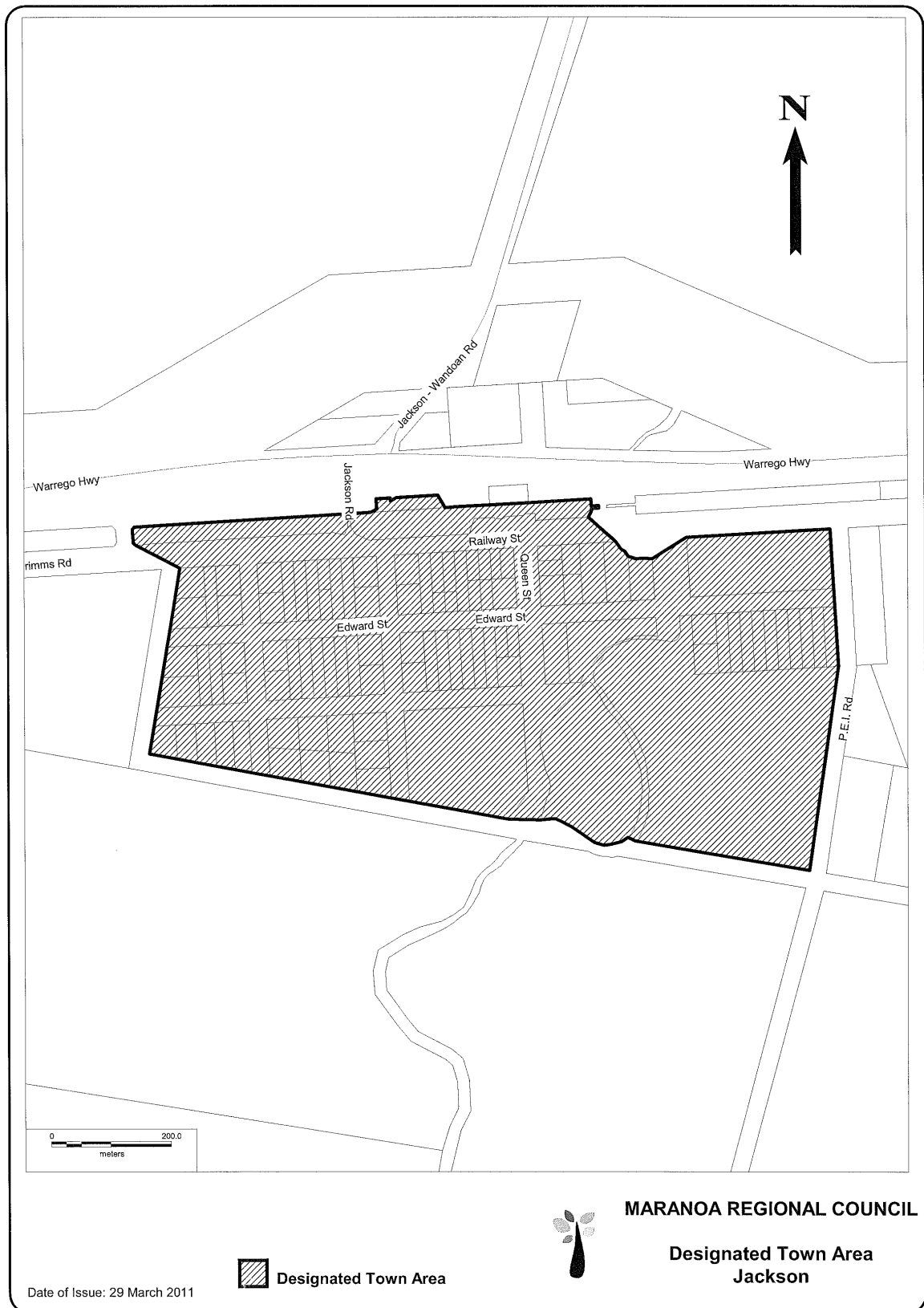
	Column 1 Species or breed of animal	Column 2 Conditions that must be complied with when offering animal for sale
	No species or breed of animal mentioned.	

Schedule 13 Designated town area

Section 4



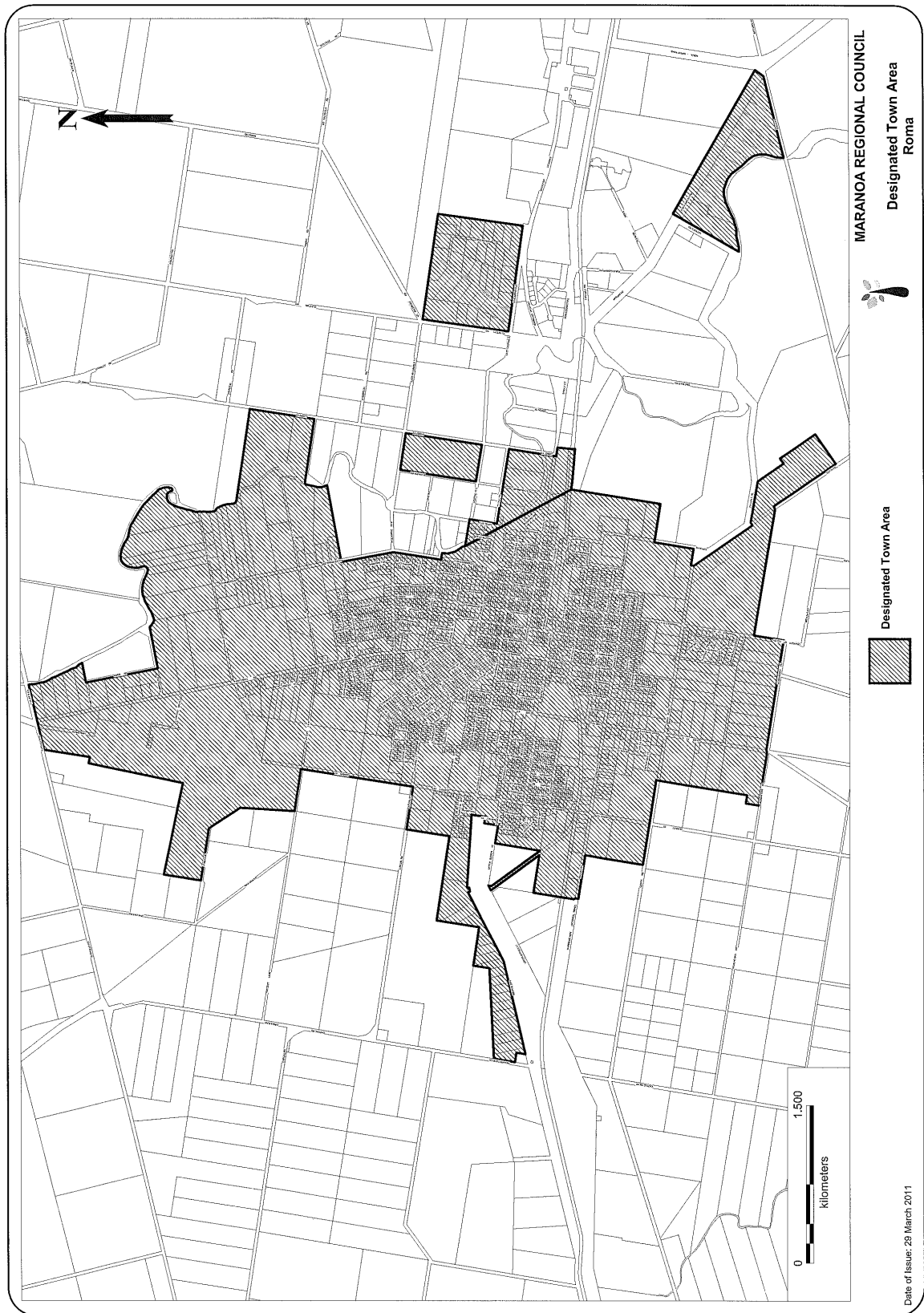






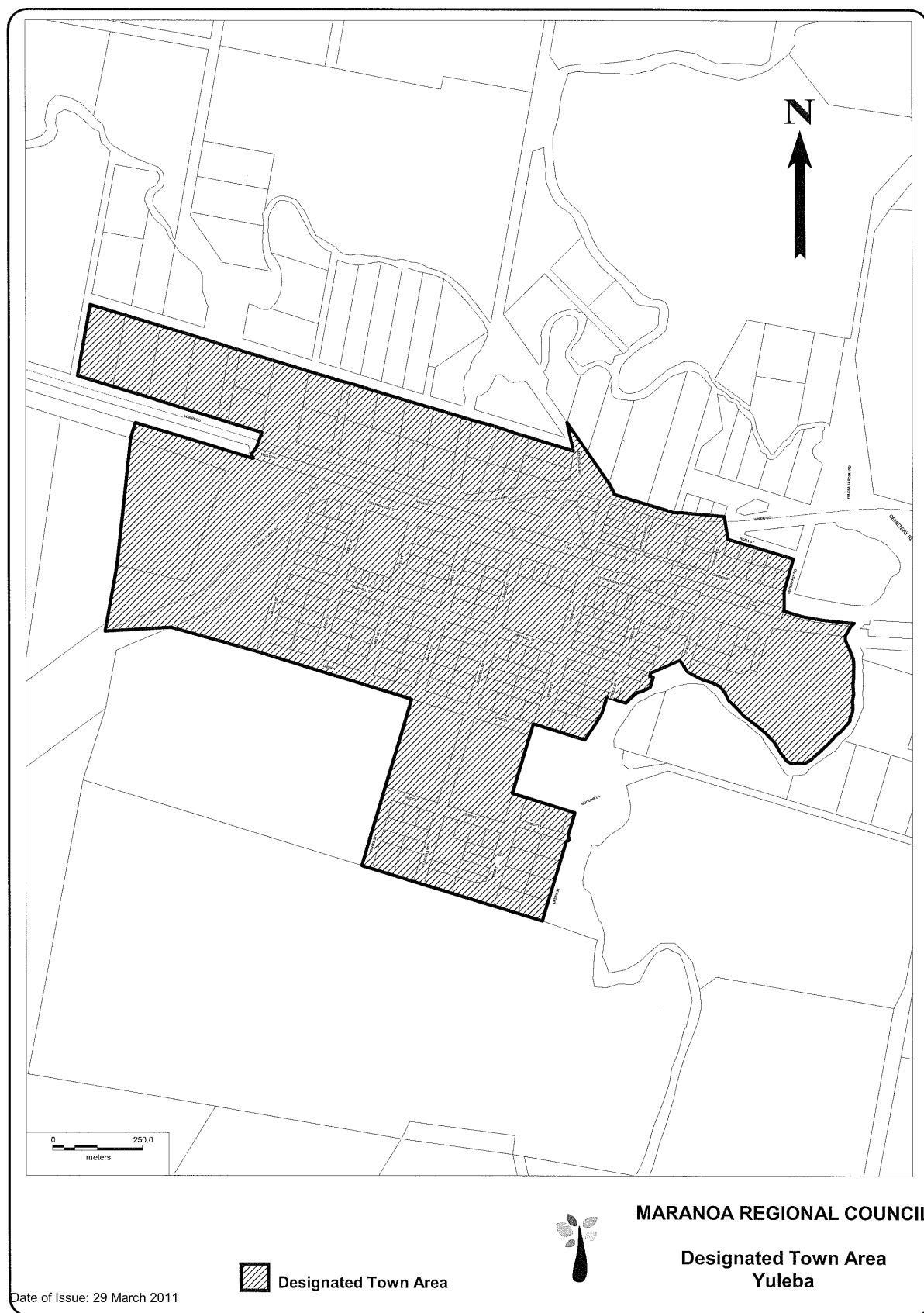












Schedule 14 Dictionary

Section 4

allotment means a single parcel of land, or several contiguous parcels of land where all of the contiguous parcels of land are in —

- (a) the same ownership; or
- (b) the same occupation.

Animal Management Act see *Animal Management (Cats and Dogs) Act 2008*.

assistance dog has the meaning given in the *Guide, Hearing and Assistance Dogs Act 2009*.

building has the meaning given in the *Building Act 1975*.

cat—

- (a) has the meaning given in section 11 of the Animal Management Act; and
- (b) includes a kitten regardless of age.

designated town area means an area identified by a bold line circumscribing an area hatched in black on a map in schedule 13.

destroy, an animal, includes causing it to be destroyed.

dog—

- (a) has the meaning given in section 11 of the Animal Management Act; and
- (b) includes a puppy regardless of age.

domestic purposes means the purposes of—

- (a) human consumption; or
- (b) food preparation; or
- (c) washing; or
- (d) other normal domestic duties.

excess dogs approval means an approval granted by the local government to satisfy the requirement for an approval to keep dogs in the circumstances specified in schedule 2, item 2.

guide dog has the meaning given in the *Guide, Hearing and Assistance Dogs Act 2009*.

handler has the meaning given in the *Guide, Hearing and Assistance Dogs Act 2009*.

hearing dog has the meaning given in the *Guide, Hearing and Assistance Dogs Act 2009*.

horse includes a pony and a miniature horse.

identifiable animal means an animal—

- (a) wearing an identifying tag issued by the local government; or
- (b) otherwise identified so that the local government is able to ascertain the owner of the animal.

keep (an animal)—

- (a) includes board, breed and train; and
- (b) in the absence of evidence to the contrary, a person is presumed to keep an animal on

land if the person —

- (i) feeds and cares for the animal on the land; and
- (ii) the animal is observed by an authorised person on the land on more than 1 occasion during a month.

land has the meaning given in the *Sustainable Planning Act 2009*.

multi-residential premises means —

- (a) a residence which forms part of a group of 2 or more residences in circumstances where 2 or more of the residences of the group are directly adjacent to each other and share—
 - (i) a common wall; or
 - (ii) a ceiling in circumstances where 1 residence is directly under the floor of another residence; and
- (b) a residence situated on a lot which forms part of a community titles scheme as defined in the *Body Corporate and Community Management Act 1997*.

Examples of multi-residential premises —

Flats, boarding houses, tenement buildings, home units, townhouses and duplexes.

non-residential premises means premises other than residential premises.

occupier, of premises—

- (a) means the person who has the control or management of the premises; and
- (b) includes the owner of the premises where there is no person in apparent occupation of the premises.

premises means any land, building or structure and includes any part thereof.

registered has the meaning given in the authorising local law.

residence means a building, or part of a building, that is—

- (a) fixed to land; and
- (b) a self-contained unit used by, or intended for the exclusive residential use of, one household.

residential premises means premises used, or intended to be used, predominantly as a place of residence.

stallion means an uncastrated adult male horse.

structure has the meaning given in the *Local Government Act 2009*.

vehicle has the meaning given in the *Transport Operations (Road Use Management) Act 1995*.

working dog has the meaning given in the *Animal Management (Cats and Dogs) Act 2008*, schedule 2.

This and the preceding 37 pages bearing my initials is a certified copy of the consolidated version of *Subordinate Local Law No. 2 (Animal Management) 2011* adopted in accordance with the provisions of section 32 of the *Local Government Act 2009* by Maranoa Regional Council by resolution dated the 13th day of November 2019.

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Chief Executive Officer

880706_1

OFFICER REPORT

Meeting: General 13 November 2019

Date: 8 November 2019

Item Number: 11.2

File Number: D19/104242

SUBJECT HEADING: 2020 Council Meeting Schedule

Classification: Open Access

Officer's Title: Lead Officer - Councillors' Support & Community Engagement

Executive Summary:

This report has been prepared to provide Council an opportunity to review meeting schedule arrangements, and to set meeting dates until the end of this term of Council in 2020.

The next Quadrennial Local Government Elections will be held on Saturday 28 March 2020.

Officer's Recommendation:

That Council, for the remainder of this term of Council:

1. Continue to hold the General (Ordinary) Meetings on the second and fourth Wednesday of the month at Council's Roma administration Centre, commencing at 9.00am, with the first meeting to be held on Friday, 24 January 2020.
2. Continue to hold Agenda Familiarisation Workshops on the Tuesday prior to each General Meeting.
3. Continue to hold Policy Development Workshops on-
 - Tuesday, the first week of each month, with the first workshop to be held on Tuesday 4 February 2020;
 - Wednesday on the third week of each month.
4. Authorise the Chief Executive Officer to advertise/circulate the approved meeting schedule to the public, Councillors and staff.

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).

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).

Nil

Context:

Why is the matter coming before Council?

Opportunity for Council to review meeting rotation/frequency arrangements, and to set meeting dates for 2020 until the end of the term of this Council.

Corporate Plan:

Is this type of matter incorporated in, or consistent with, Council's 5 Year Corporate Plan? If so, where/how?

Yes

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

General (Ordinary) Meetings

No change is recommended to the current meeting frequency, which provides Council an opportunity to consider matters in a timely manner. The frequency has been communicated extensively during the current term, and is therefore known internally, by business, key external parties, and the general community.

This frequency meets the statutory requirement under *Section (257) of the Local Government Regulation 2012*.

At a recent diary meeting, Council informally confirmed a preference for the first General Meeting of 2020 to be held on Friday 24 January.

The draft 2020 General Meeting Schedule, for the remainder of this term of council, is attached for review.

Following the Local Government Elections on Saturday 28 March 2020, the incoming Council is legislatively required to set the meeting dates for the new Council.

Agenda Familiarisation Workshops

No change is recommended to the current meeting frequency, with these workshop types being held generally the Tuesday prior to each General Meeting.

These workshops provide Councillors the opportunity to ask questions and seek clarification on information prior to Council meetings about matters included in the confidential Council meeting agenda. These informal briefing sessions provide a valuable opportunity to enhance the decision-making process.

Policy Development Workshops

No change is recommended to the current meeting frequency, with these workshop types are held generally on a Tuesday, the first week of each month, and on a Wednesday the third week of each month.

These workshops provide Councillors the opportunity to informally:

- Discuss and develop strategic and policy direction;
- Receive deputations from the community, business and other organisations;
- Discuss Councillor proposals

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

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

The following sections of *Local Government Regulation 2012* apply:

256 Agenda of post-election meetings

(1) *The matters a local government must consider at a post-election meeting include the day and time for holding other meetings.*

(2) *A **post-election meeting** is the meeting mentioned in section 175(1) of the Act.*

257 Frequency and place of meetings

(1) *A local government must meet at least once in each month.*

(2) *However, the Minister may, after written application by a local government, vary the requirement under subsection (1) for the local government.*

(3) *All meetings of a local government are to be held—*

(a) at 1 of the local government's public offices; or

(b) for a particular meeting—at another place fixed by the local government, by resolution, for the meeting.

Section 277 Public notice of meetings

(1) *A local government must, at least once in each year, publish a notice of the days and times when—*

(a) its ordinary meetings will be held; and

(b) the ordinary meetings of its standing committees will be held.

(2) *The notice mentioned in subsection (1) must be published—*

(a) in a newspaper circulating generally in the local government's area; and

(b) on the local government's website.

(3) *The local government must display in a conspicuous place in its public office a notice of the days and times when—*

(a) its meetings will be held; and

(b) meetings of its committees will be held.

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?

Agenda Familiarisation Workshop Terms of Reference/Policy

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?

Councillors of Maranoa Regional Council

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?

No

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)

No

Risks:

Is there any uncertainty associated with the requested decision? 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)

No

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?

Until the end of this term of Council in March 2020 -

- Continue with the current General Meeting Schedule, which meets statutory requirements,
- Continue with current arrangements and frequency for the Agenda Familiarisation Workshops and Policy Development Workshops.
- Set the remainder of the meeting schedule for 2020 at the Post Election Meeting as is required by legislation.

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)).

The below complies with Council policy (Agenda Familiarisation Workshop Terms of Reference/Policy), and legislation:

That Council, for the remainder of this term of Council:

1. Continue to hold the General (Ordinary) Meetings on the second and fourth Wednesday of the month at Council's Roma administration Centre, commencing at 9.00am, with the first meeting to be held on Friday, 24 January 2020.
2. Continue to hold Agenda Familiarisation Workshops on the Tuesday prior to each General Meeting.
3. Continue to hold Policy Development Workshops on-
 - Tuesday, the first week of each month, with the first workshop to be held on Tuesday 4 February 2020;
 - Wednesday on the third week of each month.
4. Authorise the Chief Executive Officer to advertise/circulate the approved meeting schedule to the public, Councillors and staff.

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

4.1.3 Participate in local government decision making in accordance with the Local Government Principles (Section 4) and Councillors' responsibilities (Section 12) under the Local Government Act 2009.

Supporting Documentation:

[1](#) 2020 COUNCIL MEETING SCHEDULE

D19/104303

Report authorised by:

Manager - Communication, Information & Administration Services

Director - Corporate, Community & Commercial Services

Month	No-Date	Meeting Type	Venue	Time
January	GM01-24.01.20 Friday	General	Council Chambers Roma Office	9am
February	GM02-12.02.20 Wednesday	General	Council Chambers Roma Office	9am
	GM03-26.02.20 Wednesday	General	Council Chambers Roma Office	9am
March	GM04-11.03.20 Wednesday	General	Council Chambers Roma Office	9am
	GM05-25.03.20 Wednesday	General	Council Chambers Roma Office	9am
<p>The remainder of the Council Meeting Schedule for 2020 will be set at by the incoming Council at its Post-Election Meeting, which will be held on a date to be confirmed, following the 2020 Quadrennial Local Government Elections on Saturday 28 March 2020</p>				

OFFICER REPORT

Meeting: General 13 November 2019

Date: 6 November 2019

Item Number: 12.1

File Number: D19/103394

SUBJECT HEADING: Amby Water Quality

Classification: Open Access

Officer's Title: Manager - Water, Sewerage & Gas

Executive Summary:

During the 2018-19 budget deliberations, the Amby water quality was raised. A resolution requested feedback be sought from the community on the water treatment options. A further option has been investigated and is brought to Council for information.

Officer's Recommendation:

That preliminary feedback be sought from the Amby community in response to potential water treatment options identified.

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).

Amby residents on the water supply

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
RO	Reverse Osmosis
DNRME	Department Natural Resources Mining & Energy

Context:

Why is the matter coming before Council?

This report is to inform Council of further developments on this matter, raised in previous Council meetings.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

During the 2018/19 budget submissions, the issue of Amby water quality was raised. An officer report addressed this on 18 April 2018 (D18/29072). This report provided the option of a reverse osmosis plant (RO) being the only practical method of treating this water, at an approximate capital cost of \$250,000 with very high operating costs, up to 14x the current power costs and other materials, chemical and servicing costs.

After further deliberations Council resolved on 30 April 2018 BUD/04.2018/65, that this matter be taken to the community to seek feedback on this matter. A brochure with a feedback request was prepared but has not yet been sent to residents.

An alternative to the treatment proposed is to change the supply to a non potable supply and reduce the charges for residents. This will require approval by the regulator as well as all residents.

A third option has now been investigated, which is to install a new bore. This bore could be installed near the existing bore to reduce costs, but it would be drilled to a greater depth to draw from the Gubberamunda aquifer. The initial capital costs would be approximately \$270,000, however the ongoing operating and maintenance costs would remain close to the existing costs. This has been discussed with DNRME and they support in principle utilising a portion of the Roma Gubberamunda allocation for Amby for this purpose.

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)

Council's approved Drinking water Quality Management Plan, regulated by the Water Supply Act 2008.

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)

Amby water quality is raised in the Water Network AMP

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)

Streamline Hydro – carried out an investigation to determine feasibility of this option.

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)

This project could be considered for future funding applications if a suitable funding source can be identified.

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?

Nil

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 the option of a bore was approved, there would be a capital cost of approximately \$270,000 with little increase in operating costs.

If the RO option was approved there is a capital cost of approximately \$250,000 but power costs could be up to 14 times higher than current costs, with other increases in operating costs as well. Current power costs are in the order of \$3,000 per annum.

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)

Amby residents on the water supply

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
Water quality	If council does nothing, the water quality may continue to decline until totally undrinkable
Financial	If council pays for this upgrade, other small towns would request similar treatment upgrades, which would cost in the order of \$1,000,000.

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)

Council should amend the customer survey to include the option of a new bore and send this out to the Amby residents for feedback.

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 preliminary feedback be sought from the Amby community in response to potential treatment options identified.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.1 Supply water to our towns

1.1.1 Deliver water to the right standard for the health of our communities, ensuring compliance with the State Government's Water Supply (Safety and Reliability) Act 2008 and Regulation 2011, and Public Health Act 2005 and Regulation 2005.

Supporting Documentation:

- | | | |
|----|--|-----------|
| 1↓ | Budget Submissions & Financial Planning Standing Committee Meeting - 30 April 2018 - New Project Submission - 2018-19 Amby Water Treatment | D18/29072 |
| 2↓ | Budget Submissions & Financial Planning Standing Committee Meeting - 30 April 2018 - New Project Submission - 2018-19 Amby Water Treatment | D18/34131 |

Report authorised by:

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

NEW INITIATIVE, SERVICE OR PROJECT SUBMISSION

Meeting: Budget Submissions &
Financial Planning Standing Committee
30 April 2018

Date: 18 April 2018

Item Number: 8.5

File Number: D18/29072

SUBJECT HEADING: New Project Submission - 2018-19 Amby Water Treatment

Classification: Closed Access
Local Government Regulation 2012 Section 275(c) the local government budget.

Officer's Title: Team Coordinator - Projects & Compliance WSG

Executive Summary:

Council operates potable water schemes in accordance with the approved Drinking Water Quality Management Plan, which is regulated by the *WS(S&R) Act 2008*. In order for Council to classify its water schemes as potable, the water must comply with the health limits of the Australian Drinking Water Guidelines as determined by the National Health and Medical Research Council.

The Amby Water Treatment project submission for 2018/19 is tabled for Council's consideration and recommendation to the Mayor for inclusion in the draft budget.

Officer's Recommendation:

That the committee recommend to the Mayor, the inclusion of the Amby Water Treatment project budget submission in the draft 2018/19 budget.

Acronyms

Acronym	Description
ADWG	Australian Drinking Water Guidelines
DWQMP	Drinking Water Quality Management Plan
EDR	Electrodialysis Reversal
NHMRC	National Health and Medical Research Council
O&M	Operations & Maintenance
QHFSS	Queensland Health – Forensic & Scientific Services
RO	Reverse Osmosis
SPS	Sewerage Pump Station
TDS	Total Dissolved Solids
WS(S&R) Act 2008	Water Supply (Safety & Reliability) Act 2008

Description of Budget Proposal (New Initiative/Service/Project):

Installation of a Reverse Osmosis system at the Amby bore; including construction of a 500m pressure sewer main from the bore compound to the Amby SPS, in order to dispose of brine waste from the RO process.

- Reverse Osmosis System \$80,000 - \$150,000 (vary based on efficiency)
- Building or Container \$30,000
- Waste Disposal Line \$30,000
- Supervision & Contingency \$40,000

Total estimated project value: \$250,000

Dependent on capital availability, and with respect to ongoing energy costs, consideration should also be made for the installation of solar panels at the site, either now or in the near future; in order to offset a large portion of the power usage.

If this project is undertaken, future works recommended at the site would be the installation of a 250kL ground level reservoir, and booster pumps. This would enable water to be produced during the day, in the case of solar power being used; or at night if off peak power is to be used.

Reasons - (Why do you believe this initiative / project should be considered for inclusion in the 2018/19 Operational Plan & Budget?):

Amby's water, while safe to drink, is of very poor quality; further degradation may result in the water becoming non-potable and the project being required. This would then necessitate the urgent delivery of a temporary treatment plant, while water is carted in from Roma.

If a project, what type? (Renewal / Upgrade / New – Refer Budget Approach definitions)

New project - installation of RO Water Treatment System and associated works at the Amby bore.

Expected Benefits:

Installation of this system would greatly improve the aesthetic characteristics (Sodium, Chloride and TDS) of the water and remove the risk of exceeding the health limits (Sulphate) of the ADWG.

At present the water quality in Amby is very poor, but remains safe to drink. By the definitions within the ADWG the water's TDS level results in it being classed as '*unacceptable (unpalatable)*', meaning that the water is of very poor taste. Water quality monitoring data shows Amby is supplied with the poorest quality water of all Council's potable water schemes.

The main health concern with the Amby water quality is that if the Sulphate levels were to increase further, they would approach the health limits. At which point without treatment systems in place the water would become non-potable and be unsafe for human consumption; Sulphate at elevated levels is likely to cause purgative (vomiting & diarrhea) affects.

How would you describe the priority of the project?

1. Must Have (Legislative or Critical Safety Issue)
2. High Priority
3. Nice to Have

Currently a priority 2 project, but will become a priority 1 project if water quality declines further.

Corporate Plan – Is this type of initiative/project incorporated in, or consistent with Council's 5 Year Corporate Plan? (If so, where/how? :

Not linked with the Corporate Plan, however it is covered by Council's Drinking Water Quality Management Plan.

Background – Has anything already happened in relation to this initiative or project?:

Standard water analysis is carried out on Council's potable water schemes annually, as per the DWQMP. Discussions have been had with industry leading suppliers who have made recommendations and referrals to appropriate smaller scale vendors, based on the water quality data provided. Initially two methods were being considered, those being RO and EDR. Advice from the vendors was that the EDR systems can be 2-3 times the cost of RO. Budgetary quotations have also been obtained from these vendors, with prices for supply of only the RO system ranging from \$80-150k. These prices will range widely depending on the level of automation, efficiency of the membranes and the inclusion of energy recovery devices.

Legislation, Local Laws & Other Regulatory Requirements – Are there any legislative requirements applicable to this budget submission? Or other statutory instruments? (Quote/insert the relevant sections and description within the report)

Council's Approved Drinking Water Quality Management Plan, regulated by the WS(S&R) Act 2008

Input into the Budget Submission – Have others' views or input been sourced in developing this budget submission? (i.e. other than the report author?) What did each say?

Graham Sweetlove – supported researching options and submitting this to Council for a decision

Cameron Castles – requested that options be costed and a report be presented to Council

Revenue & Costs (Budget Estimates) – Will the initiative / project impact how much Council collects in income or how much it will spend? How much (\$)?
In the case of a project, is there any external funding that can be obtained to reduce the amount required from Council?

The estimated capital projects cost for this project is \$250,000. No current external funding opportunities are available. The project will require a loan for construction and an increase to O&M budgets to cover the increase in operational costs. This increase is due to the high level of power consumption of RO treatment plants, as

well as the cost of filter membranes, treatment chemicals, staff training and frequent servicing in order to operate efficiently.

Future Years' Budgets – Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure if approved by Council? How much

Power (in the order of x2 – x14 increase in consumption, which is currently \$2.8k/year), staffing, training, materials, chemicals, servicing (\$16k/year).

Impact on Other Individuals or Interested Parties – Is there anyone who is likely to be particularly interested in or impacted by this budget submission if approved? What would be their key interests or concerns?
(Interested Parties Analysis - IS9001:2015)

Amby residents – improved water quality and possible increases in costs.
Residents of other towns – Why their town was not upgraded.
Ratepayers (overall) – concerns over increases in their water bills.

Major Risks – What could go wrong if Council includes this item in the budget?
(Risk Assessment – IS9001:2015)

Water quality could improve, requiring less treatment. In which case the system could be dialed back or relocated, if the installation is kept in a portable state.

Major Risks – What could go wrong if Council doesn't include this item in the budget?
(Risk Assessment – IS9001:2015)

Water quality could decline further, and result in Amby's water supply becoming non-potable, requiring water to be carted from Roma until a temporary portable treatment system could be dispatched and commissioned.

Advice to Council – What advice would you give Council about this proposal, based on your skills, qualifications and experience, your knowledge of this and related matters, and the information contained in the report?

Amby currently has the poorest water quality of all Council's towns. Using this as an opportunity to install a RO system and upskill staff would allow Council an opportunity to develop aptitude with these systems before undertaking similar projects in other towns. Amby also has a sewerage system which will aid in the disposal of the brine (by-product of RO treatment) generated by the RO system. The remaining towns with relatively poor quality are Wallumbilla, Yuleba and Jackson, all of which have elevated levels of sodium as well as high TDS. The disadvantage with these towns is they would require evaporation lagoons to be built as part of the projects in order to dispose of the brine, otherwise it would need to be carted away, which would add to O&M costs.

The advantage with all of these towns, Ambly included; is that they are of a relatively small size in comparison to the rest of Council's water schemes. Council could opt to retain the equalised pricing across all towns, and only have to increase the cost of water overall by a small percentage in order to undertake these projects. However for example if Roma required enhanced treatment in the future, these costs would not be able to be spread in the same way, and would require a significant overall increase to the pricing structures.

As a large portion of the cost associated with these plants is power, options for utilising solar power should be considered. This would allow water to be produced during the day, when the solar power is generated. The water produced during this time would fill a ground level reservoir, which could then be used during the evening.

Link to Corporate Plan:

Corporate Plan 2014-2019

Strategic Priority 5: Essential Infrastructure & Services

5.1 Water

5.1.1 Drinking water quality management plan (DWQMP) 5.1.1(a) Implement the DWQMP which covers each steep in the water provision process - source, treatment, storage, transmission and distribution, and reduction in likelihood and consequence of public

[illegible]

Supporting Documentation:

1 Amby Water Quality Report - Supporting Information D18/29770

Report authorised by:

Manager - Water, Sewerage & Gas

Lead Infrastructure Program Funding & Budget Coordination Officer

Director - Infrastructure Services

FOR ACTION

**BUDGET SUBMISSIONS & FINANCIAL PLANNING STANDING
COMMITTEE****30/04/2018**

TO: Team Coordinator - Projects & Compliance WSG (Benjamin (Ben)
Godford)

Subject: New Project Submission - 2018-19 Amby Water Treatment
Target Date: 14/05/2018
Notes:
File Reference SF18/131 D18/29072

Resolution No. BUD/04.2018/65

Moved Cr Schefe

Seconded Cr O'Neil

That preliminary feedback be sought from the Amby community in response to potential treatment options identified, for further input into budget preparations.

CARRIED

6/2

[Open Item in Minutes](#)

This action sheet has been automatically been produced by Executive Services using
InfoCouncil, the agenda and minutes database.

Please complete all subsequent notes in relation to this action in InfoCouncil.

OFFICER REPORT

Meeting: General 13 November 2019

Date: 23 October 2019

Item Number: 13.1

File Number: D19/98445

SUBJECT HEADING: Tourism Destination Brand

Classification: Open Access

Officer's Title: Regional Tourism Development Coordinator

Executive Summary:

In March 2018, Council resolved to appoint OQ Assist to develop a new consumer-centric regional tourism brand. After four months of extensive community and consumer research, focus groups and workshops, analysis of all previous research undertaken and gathering of additional anecdotal evidence, OQ Assist has developed a detailed brief for a tourism specific consumer-centric destination brand for the Maranoa region.

Officer's Recommendation:

That Council:

- 1) Endorse the Maranoa Destination Brand Development Design document developed by OQ Assist in August 2019,
- 2) Adopt 'Roma Revealed' as the new Regional Tourism Destination Brand, and
- 3) Adopt 'Where Country meets the Outback' as the positioning tag line with 'It's closer than you think' being used as a sub-tagline.

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
IDTA	Injune District Tourism Association
BAG	Booringa Action Group
TEQ	Tourism Events Queensland
OQTA	Outback Queensland Tourism Association

Context:

Why is the matter coming before Council?

Relates to Resolution Number GM/03.2019/93

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

In December 2017, MRC collaborated with Visit Roma, IDTA and BAG to engage an external consultant to review the effectiveness of the 'Visit Maranoa' brand.

Simultaneously TEQ and OQTA engaged consultancy "Destination Think" to undertake the Paleo Tourism Experience Development Program.

Both reviews found that "most people do not know where the Maranoa is, or what experiences are offered, and that regional names often do not resonate with consumers".

Based on this research and associated recommendations MRC allocated \$50000 in the 2018/19 budget for the development of a new Destination Brand, Tourism Marketing Strategy and Tourism Brochure.

OQ Assist were appointed to develop a consumer-centric tourism destination brand in March 2019. A brief was developed (see attached) and the findings were presented to Maranoa Regional Councillors on Tuesday 22 October and Community and Industry Stakeholders on Tuesday 22 October 2019.

When the Regional Tourism Destination Brand and tagline is adopted by Maranoa Regional Council the Brand Style Guide will be developed and will be made available to all tourism industry groups and businesses across the region to assist in the coordinated implementation of the new tourism brand.

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)

Mayor Tyson Golder and Maranoa Region Councillors

Ed Sims Manager Community and Economic Development
Jane Vincent, Injune Tourism Officer
Debbie Joppich, Regional Tourism Development Coordinator
Jane Fenton, Local Development Officer Mitchell
Joh Hancock, Local Development Officer Surat
Malinda Moreton, Local Development Officer Roma
Sue Sands, Coordinator Regional Events
Booringa Action Group
Injune and District Tourism Association
Advance Injune
Visit Roma
Commerce Roma
Surat and District Development Association
Yuleba Development Group
Wallumbilla Town Improvement
Wallumbilla Calico Cottage
Wallumbilla Heritage Group
Visit Yuleba
Matt Bron, TEQ
Peter Homan, OQTA

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?

Any subsequent actions coming from this decision are considered within current 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)

The matter is of relevance to all tourism related businesses in the region and local tourism/business advocacy groups in each town. All stakeholders have been represented throughout the process.

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
Brand not adopted	The region does not capitalise on tourism potential and the economic benefits of tourism are not realised fully.

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)

Years of research have been undertaken to arrive at this point. All key community stakeholders have been engaged and have provided input and feedback. The advice to Council is to endorse the Maranoa Destination Brand Development Design document developed by OQ Assist in August 2019, and adopt 'Roma Revealed' as the new Regional Tourism Destination Brand, and 'Where Country meets the Outback' as the positioning tag line with 'It's closer than you think' being used as a sub-tagline.

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?

This recommendation is not contrary to an existing Council policy.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.3 Attract visitors to our region to bring additional customers to our region's businesses

4.3.1 In partnership with the community, commence implementation of the Maranoa Tourism strategy, with the key strategies including: Position Maranoa as a destination of Outback Queensland - Enhance the network of Maranoa attractions - Big Rig progressively upgraded and expanded - Attract and feature high quality events - Enhance experience and adventure tourism and marketing of the Maranoa.

Supporting Documentation:

1 [Link](#) Maranoa Destination Brand Development Design document

D19/98864

Report authorised by:

Manager - Economic & Community Development

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



Draft - Maranoa Destination Brand Development & Design Brief August 2019

Overview & Purpose

OQAssist have been appointed by Maranoa Regional Council (MRC) to assist with the development of a tourism specific consumer-centric destination brand for the Maranoa Region. Maranoa Regional Council are undertaking this project to create a tourism brand suited to attract visitors that is separate from their corporate brand. The project is also a suggested outcome from a desktop review and analysis of the 'Visit Maranoa' brand that was undertaken by the Tilma Group in early 2018; and the Roma Tourism Association's Visitor Economy Action Plan undertaken in May 2017 (also by the Tilma Group).

Key OQAssist project components to develop are:

- Consultation and workshop with key stakeholders (in Roma)
- Consumer focus group (in Brisbane)
- Development of a tourism, consumer-centric destination brand for the Maranoa Region – including an image audit (incorporating the existing MRC logo)
- A strategic content marketing plan for 2020
- A brand style guide to ensure consistency across all marketing and documents
- Design of a 32-page destination marketing brochure

This document includes the stakeholder feedback and notes from the workshops undertaken in Roma in May; additional stakeholder consultations; and feedback from the two consumer focus groups undertaken in Brisbane. This feedback and input will assist with, and support, the creation of the brand positioning and design brief - to commence the tourism brand development for Maranoa Regional Council. This document will be added to as the project proceeds.

The initial stages of the project are carried out by the project team members Melanie Grevis-James from Our Planet Marketing, and Bruce Wallace from OQAssist; with Rochelle Vaisanen from Media Mortar developing the 32-page brochure.

This document consists of three sections:

1. Brand Positioning and rationale – to underpin the development of the Maranoa brand; providing the direction and strategy for the positioning
2. Brand Design – to direct the development of the creative and design elements of the destination brand – which will be provided as the Brand Design Brief to the graphic designers
3. A Summary of the Stakeholder Consultations and Workshops feedback - undertaken in Roma on 16 May 2019; by telephone call interviews; and a summary of the key points from the consumer focus groups in Brisbane



The summary of all community consultations and consumer feedback is included in the Appendix of this document - for supporting reference.

Methodology

The following approach has been taken to develop the Maranoa tourism brand and positioning:

- Consultation with key members and stakeholders of the Maranoa community – 16 May 2019
- Consultation with the Mayor of Maranoa Regional Council and key Councillors – 16 May 2019
- Individual stakeholder discussions (phone call consultations) for those who couldn't attend the workshop – May 2019
- Strategic input also taken from:
 - MRC's Corporate Plan 2018-2023
 - 'Visit Maranoa' desktop review and analysis by the Tilma Group
 - Roma Tourism Association's Visitor Economy Action Plan by the Tilma Group
 - TEQ's Palaeo Tourism Experience report by Destination Think!
 - Other supporting tourism strategies where applicable - Outback Queensland Tourism Association, Tourism & Events Queensland, Tourism Australia
- 2 consumer focus groups – in Brisbane, 25 & 27 June 2019
- Compiling of all community / stakeholders' comments and input - to form the basis of this "Draft - Maranoa Destination Brand Development" document
- Upon approval of this "Draft - Maranoa Destination Brand Development" document by Maranoa Regional Council, the creative process will commence to design the destination tagline, brand elements, and style guide
- Included in the creative process will be an audit of imagery requirements
- The final stage of the creative process will be the development of the Maranoa Destination Brand Style Guide

Stakeholders and Roma community members consulted were:

- Mayor Tyson Golder, Maranoa Regional Council
- Maranoa Region Councillors:
 - Cr David Steele
 - Cr Puddy Chandler
 - Cr Jan Chambers
 - Cr Geoff McMullen
 - Cr Wendy Newman
 - Cr Cameron O'Neil
 - Cr Janelle Stanford
- Stakeholders workshop attendees:
 - Justine Miller, MRC Regional Tourism Development Coordinator
 - Jane Vincent, Injune Tourism Officer
 - Debbie Joppich, Regional Tourism Development Coordinator
 - Jane Fenton, Local Development Officer Mitchell



- Joh Hancock, Local Development Officer Surat
- Malinda Moreton, Local Development Officer Roma
- Sue Sands, Coordinator Regional Events
- Booringa Action Group
- Injune and District Tourism Association
- Advance Injune
- Visit Roma
- Commerce Roma
- Surat and District Development Association
- Yuleba Development Group
- Wallumbilla Town Improvement
- Wallumbilla Calico Cottage
- Wallumbilla Heritage Group
- Phone call consultations:
 - Paul Masson – Visit Yuleba
 - Jeff Watson - Mitchell
 - Megan Dickson – Wallumbilla Town Improvement Group
- Matt Bron, TEQ – in person by Bruce Wallace
- Peter Homan, OQTA – in person by Bruce Wallace

Note: the appendix section includes the comments collated from the Consumer Focus Groups undertaken in Brisbane.

Brand Positioning

The following section will provide the direction and strategy to develop the Maranoa tourism brand positioning; this includes:

- Tourism Branding Framework for Maranoa - The Big Picture
- Maranoa Brand Values
- Maranoa Brand Personality
- Maranoa Target Market Positioning

Tourism Branding Framework for Maranoa – The Big Picture

In order to determine the best strategic brand positioning for the Maranoa, it is necessary to consider the broader tourism strategy and destination framework within the Australian tourism industry – to assist with leveraging from these key partners' larger budgets, reach, and audiences. This includes the following brand positioning of key industry stakeholders and partners:

- Outback Queensland – “Live Australia’s Story”
- Tourism & Events Queensland – “Find your Perfect Next...”
- Tourism Australia – “There’s Nothing Like Australia” and “Undiscover”
- Drive marketing campaigns and Highways



- Palaeo tourism – ‘Australia’s Dinosaur Trail’ and ‘Natural Sciences Loop’
- South West Region of Outback Queensland

Taking the above destination branding strategies and target markets into consideration, the underlying core themes determined to develop and support the Maranoa brand are:

- Where Country meets the Outback – showing the mix of country meets Outback; Outback experiences available in the Maranoa; experiences that allow visitors to get engaged and “doing” things; hands-on country/Outback experiences. The benefits of having Outback experiences with the convenience of easier access and shorter distances within the region – with some ‘green’ as well; greater availability of services, shops and accommodation; quality cafes, restaurants, liveability. *The best of both worlds.*
- Where Outback stories begin – storytelling highlighting the local and unique stories and history of the Maranoa region; including farming, mining, settlers, Indigenous culture, bushrangers, railways and Cobb & Co, natural landscapes/geography. Positioning the Maranoa at the “first proper stop and start” of your Outback adventure (encourage increased length of stay) – not just a petrol/1-night stop. *Where Outback adventures really begin.*
- It’s closer than you think – establishing the Maranoa as a region that is accessible from Brisbane for a long-weekend, event, or short Outback escape that is easily do-able from Brisbane. Easy and safe for first-time Outback visitors wanting a “Taste of the Outback”; showcasing itineraries and clear directions/distances – appealing to new visitor target markets (those who haven’t been to the Outback before). *Get a taste of the Outback.*
- Diversity – highlighting the variety of the landscapes, experiences, history, availability of tourism attractions, services, lifestyle (ie. town living & Outback living) – showcasing the surprising diversity of towns and key attractions that you can uncover in the Maranoa region.

Maranoa Brand Values

The following key brand values have been determined for the Maranoa Region:

healthy, genuine, authentic, Outback hospitality, diversity,
relaxed, clean, traditional, friendly, welcoming, tough,
liveable, belonging, open and honest, down-to-earth, country style



Maranoa Brand Personality & Attributes

The following key brand personality traits have been determined for Maranoa:

outgoing & welcoming spirit - willing to stop
and have a chat

a surprising & diverse region that is more than a rural area; with rich
biodiversity, natural environment & landscape

varied history & heritage – farming, mining, settlers, Indigenous
culture, bushrangers, railways and Cobb & Co

authentic local towns, events and characters – a strong sense of
community and local pride

authentic country lifestyle experiences – on the edge of the Outback

Maranoa Brand Positioning

To develop the ideal brand positioning for the Maranoa it is important to look at the current visitor market perceptions and obstacles, the desired target markets, and the overall marketing objectives and corporate goals. These insights are obtained from the key documents as noted above; from the recent feedback and input received during the community consultations and workshop discussions; and the consumer focus group sessions undertaken in Brisbane (25 & 27 June 2019) – which provided valuable, unbiased, and genuine feedback about the destination.

It is also vital from a tourism branding perspective that the destination be considered from the consumer and potential visitor's point of view; in addition to the perspectives of the Maranoa community. The focus groups undertaken in late June 2019 provided this vital perspective and input. These external stakeholders' perspectives help ensure that the destination is positioned correctly to appeal to the key target markets. Additional comments and feedback have assisted with this process; including the experience and expertise in consumer tourism marketing provided by the project consultants and team members. This document includes all these perspectives and direction.

The proposed Maranoa tourism brand key positioning objectives are:

- Provides a clear tourism identity for Maranoa – to be uniquely positioned separate to the corporate MRC brand – but clearly still sitting under the MRC corporate umbrella
- Portrays the unique character and personality of the Maranoa region
- Effectively enhances and promotes Maranoa's strengths and points of difference
- Captures the essence of Maranoa and inspires people to visit
- Encourages and increases length of stay – provides a reason to stop and stay



- Overcomes and diminishes the perceived negatives and weaknesses of the current MRC corporate brand – from a visitor perspective (in particular the lack of recognition of the word & the location of Maranoa)
- Engages with the local community – to encourage the community to support and participate in promoting the brand
- Develop a sense of pride and unity in the local community – residents, businesses, and the tourism industry

The following are key perceptions and obstacles that need to be considered and addressed with the new tourism branding for the Maranoa – in order to position the brand optimally in the desired target markets:

- People outside the Maranoa region haven't heard of it, and don't know where the Maranoa is located
- Lack of awareness of what towns the Maranoa includes
- Lack of awareness of how long it takes to get to the Maranoa
- Lack of awareness of tourism experiences in the Maranoa region – what it has to offer visitors
- A perception of not much to do - nothing worth stopping for
- Due to a lack of prior awareness of things to see and do many visitors miss the region's key attractions/experiences – especially those off the main highway/drive routes
- Getting visitors to plan a stop – as they are usually in a hurry on the way to somewhere else eg. to major Outback events or destinations to the north or west
- Confusion in the local market between My Maranoa & Visit Maranoa (this is an obstacle internal to the region – as people external to the region don't know either of these terms)
- Confusion between Maranoa Regional Council vs Maranoa the Federal Electorate, and the Maranoa weather region (all different boundaries)
- Perception of the region as just hot, dry, flat
- Perception as a place/region to just 'pass through'
- Perception that the region is just a mining area (ie. not attractive)
- People outside the region have heard of or know Roma, but don't associate it with Maranoa or know what else is in the region
- Roma has pretty good recognition in SEQ so a good hook to start with



Target Markets for the Maranoa Region

The target market segments have been developed with input from key documents ('Visit Maranoa' desktop review and analysis by the Tilma Group; and Roma Tourism Association's Visitor Economy Action Plan by the Tilma Group) and the OQTA's "Outback Destination Tourism Plan 2017-2020".

In addition, the current target markets for Tourism and Events Queensland (TEQ) and Tourism Australia have also been considered and included in this strategy to determine the key target markets for the Maranoa Region. TEQ's current focus on 'High Value Travellers' has assisted in determining the below target markets for the Maranoa.

High Value Travellers are defined as: "domestic travellers who will generate a disproportionate share of overnight visitor expenditure (OVE) for Queensland. Those identified as High Value Travellers (HVT's) engage in domestic leisure travel, spend more than the average traveller on leisure trips, and are aligned to Queensland's competitive offering, indicating they are interested in having the types of leisure experiences Queensland has to offer." (Source: TEQ website).

Within the below segments we are targeting those HVT's with the highest propensity to travel to the Maranoa Region. These segments also reflect the earlier-named segment called "Connectors" – which includes 'Older Tourers' and 'Family Holiday Makers' (previous TEQ target markets). MRC's tourism target markets in suggested priority order are:

1. **Empty Nesters** ('Older Tourers' - potential to extend length of stay and increase OVE) – intrastate & interstate
2. **Families** ('Family Holiday Makers' - Young Families & Older Families – families travelling on extended camping/car adventures – ie. prior to kids starting school; or when kids still in lower primary school years) – mostly intrastate; some interstate
3. **SINKS/DINKS** – intrastate – looking for a short break from the city
4. **Event attendees** – within the target markets noted above are those who are especially attracted to visit Outback events – either events in the Maranoa Region, or on the way to major events in Outback Queensland

Note: although the above does not target the International market, this doesn't mean they have not been considered; just that they are not a current key target market priority for the Maranoa region in the short-medium term. In addition, while Business Travellers, FIFO workers, and Visiting Friends & Relatives (VFR) segments account for a large percentage of current visitors to the region – the purposes of this strategy is to focus on the potential of the leisure visitor market to stimulate the visitor economy.



Proposed Marketing Positioning Messages

The below positioning messages are suggested to support the core brand style and logo. It is suggested that one key message is used as the brand “tagline” (see further below for the Tagline section) however, these positioning messages can also be used in marketing activities to support the core brand and tagline. For example, for social media posts, brochures, ads, and in destination copy.

Where Outback Adventures Begin: highlighting that this is the region where your Outback adventure really begins – the start of your Outback journey and Outback stories

The Best of Both Worlds: combining the attractions and benefits of country charm and facilities and Outback character and adventures – where the ‘green’ meets the ‘red’

A Taste of the Outback: an easy “bite size” taste of the Outback that is easily accessible and do-able; giving you a taste of all the things that create an Outback experience

Country charm - Outback character: similar to above; combining the attractions and benefits of country charm and facilities and Outback character and adventures

It’s closer than you think: using the hook of Roma (which most SEQ people have heard of) and positioning the region as accessible, a half-day drive from Brisbane (key target market); can also use this to position the region’s other towns as well

Country towns – Outback tales: like above to show the benefits of the region being both country and Outback; but focusing on the variety and diversity of the individual towns and history / stories of the region – uncovering the unknown surprises

Brand Design

The following section covers the development of the tourism brand design elements for Maranoa which will provide the content for the ‘Design Brief’ to the graphic designers; this includes:

- Maranoa tourism brand colours (to compliment the MRC logo)
- Brand style notes
- Maranoa tagline options
- Social media hashtags
- Imagery requirements audit (to be completed once this document is approved)

Maranoa Tourism Brand Colours

It is suggested that the following colours are included in the tourism branding and style. These colours reflect the colours already developed for the MRC logo; so, it is suggested that the same corporate colour palette be used and not add in extra colours:

- Black
- Light orange



- Darker orange
- Light blue
- Mid blue
- Light green

These would be the key colours used in all marketing applications. Any other colours selected or required should compliment these brand colours.

Brand Style Notes

The following should be taken into consideration when creating the tourism brand style:

- The new brand positioning, colours, and branding elements need to work with the existing MRC logo and corporate style guide – to maintain consistency and avoid confusion and leverage the Council's expenditure on marketing
- The font selection/s needs to be carefully considered – so it remains legible in all applications (eg. small social media profile images – up to large billboard size graphics); and compliments the logo font
- The brand should reflect meaning relevant to the key themes and messaging as noted above in the positioning section – and be relevant to the whole Maranoa Region

Refer to the MRC Corporate Style Guide for colour codes; font and logo specifications and guidelines.

Maranoa Region Tagline Options

The tagline for Maranoa needs to reflect the true character and identity of the destination; highlighting the destination's unique character, while appealing and relevant to the core target markets. The tagline also needs to remain unique and different to other destinations across Australia, who also consider themselves as "The gateway to the Outback".

Hence why the tagline of "Gateway to the Outback" is not suggested, as it is not unique, and the feedback locally is that they don't like the word 'gateway' – it conveys the message of a destination just to 'pass through', rather than a destination in its own right and worth staying a while. The tagline needs to convey what's unique and special about the Maranoa – which is more than just being a gateway.

Other words or themes that were mentioned through the stakeholder consultation process were 'bottle tree country', 'cattle country', or 'sandstone country'. These are also not recommended or considered suitable for taglines or names for the region as they don't resonate with consumers. The focus groups clearly highlighted that consumers don't recognise the bottle tree or cattle as a symbol of the region, or unique to the region – and they certainly do not "attract" visitors to the region, although they are an attractive element and part of the destination's mix of things to see and experience. To clarify, although the bottle tree is a great symbol and logo for the Council and residents of the region, it does not resonate with consumers as a "pull factor" (ie. to entice visitors to the region). Additionally, cattle in particular is not unique – as plenty of other regions in Australia call themselves cattle country eg. Rockhampton is considered the cattle capital of Queensland. In regards to using the word sandstone – this is also not suitable as the Banana Shire has recently re-branded their shire as the "Sandstone



Wonders" region for tourism purposes. Sandstone is also not an attraction or unifying point that is relevant to the whole Maranoa region.

As a starting point to determine the tagline, the following suggested wordings are outcomes derived from the recent community consultations, workshop discussions, and consumer focus groups.

The 4 suggested tagline concepts are:

- Where Outback Adventures Begin
- Where Outback Stories Start
- Where the Country meets the Outback
- It's closer than you think

These suggested taglines allow the Maranoa to position the region in people's minds, that it's somewhere at the 'beginning' of the Outback, but not too far away.

Note: in consumers' minds, the Maranoa / Roma region is not necessarily recognised as the Outback, but more as Country (due to the greenery and vegetation) - especially for people who have not visited the region or Outback previously. This perception needs to be considered when selecting the final tagline.

These suggested taglines can also be easily utilised by all towns / locations within the Maranoa region, allowing all towns to be unified under a common message, but each still retaining their own unique differences.

NOTE: *It is suggested therefore, that to determine which of these taglines will work best it will require visual concepts to see how these would work from a design perspective; how they would sit with the existing Maranoa logo icon (the Bottle Tree); and how Roma and the other key towns can be positioned with the tagline.*

This would occur as part of the design development stage; unless a clear choice is approved by MRC to proceed with.

Region Positioning and Name Options:

"Roma Revealed"

"Discover Roma"

"Roma Region"

Upon careful consideration of all the various comments, consumer feedback, and stakeholder discussions, along with our own expertise in tourism consumer marketing, it is suggested that the region use the overarching regional name **"Roma Revealed"** (or a second preference **"Discover Roma"**; or third preference **"Roma Region"**) – together with the approved tagline for added positioning.

Roma is the recognised town and name known in the key target market, as highlighted by the focus groups undertaken. Roma is what consumers know and what they search for online. It is clear that for people outside the MRC region, they do not recognise the word Maranoa or where it is.



This may not please some local stakeholders, but the purpose of this approach is to make the destination as appealing as possible to potential visitors – not necessarily appeal to locals; although these suggestions recognise the importance of local considerations and sentiment and have taken these into account.

Roma is suggested to be the region's hook, and central to getting people to the region as a positioning tool; but we are very mindful that surrounding towns need to be included too – so the key town names would also be included in all marketing messages. Other shires and councils who have the same tourism visibility issue have adopted similar approaches from a strategic perspective (for example Paroo Shire with Cunnamulla, and Murweh Shire with Charleville). Murweh Shire's destination name is "Experience Charleville" – with Morven, Augathella and Cooladdi listed as the sub-region names.

"Roma Revealed" or "Discover Roma" are suggested as they suggest a sense of discovery and surprises to uncover or unveil; a fresh destination with attractions waiting to reveal themselves to visitors; "Roma Revealed" also hints at a destination that has a lot more to offer than first meets the eye, a destination that hasn't yet revealed all her secrets. Participants in the focus groups expressed surprise at the variety of product and experiences available in the destination – another reason why this concept is suggested.

"Roma Region" is a third name option which would also work by providing a clear link to the other towns in the region, but is not as enticing from a consumer perspective. These names also differentiate themselves from the already established Visit Roma local tourism association – to avoid confusion.

Note: interestingly, from the consumer focus groups, Roma was much more widely recognised than Carnarvon Gorge. Carnarvon Gorge does not seem to be seen as part of the Roma / Maranoa region; but rather as a separate and independent destination. For this reason, it is suggested that Carnarvon Gorge is not used as the key hook – but certainly as a key attraction and key message to support the region's marketing activities.

For further explanation, this is how it would work as a destination on the website, regional brochure, ads, billboards etc:

Destination name: Roma Revealed (or Discover Roma or Roma Region)

Sub-region/names: List the other key town/location names found in the Maranoa region

Tagline: eg. Where Outback Adventures Begin (or Where the Country meets the Outback, It's Closer than you Think)

Suggested website URLs (these are all currently available): www.discoverroma.com.au or www.romarevealed.com.au or www.romaregion.com.au - these can all have 'qld' added to the end as well (the 'qld' is suggested to differentiate the location from Rome/Roma in Italy)

Logo: the bottle tree icon with the accompanying wording Roma Revealed (or Discover Roma or Roma Region) - using the existing Maranoa font.

Possible logo variations for towns' own marketing applications: add their town name under the Roma Revealed (or Discover Roma or Roma Region) wording

Social Media Hashtags



For social media purposes, the following preliminary hashtags are suggested:

- #romarevealed #discoverroma #romaregion (or possibly #romarevealedqld #discoverromaqlld #romaregionqlld)
- #countrymeetsoutback
- #closerthanyouthink

Note: once the branding and tagline/s are confirmed, a series of further suggested hashtags will be suggested for use as part of the social media content strategy, including the key Queensland and Outback hashtags, and the main Maranoa destination hashtag/s.

Imagery Requirements Audit

The initial image requirements audit will be completed shortly. The brand positioning, messaging and design needs to be confirmed prior to finalising the image requirements, to ensure the images meet the needs of the new brand.

Note: there is currently a mixed message that the region is promoted as in the Outback, but many images show greenery – this needs to be considered in new marketing images and messages utilised to promote the region. Consumers comments based on the current images indicated that most people felt the Maranoa region was more ‘country’ rather than ‘real Outback’.

Conclusion

The above document provides the draft template and strategy to direct the design stage of developing the Maranoa Region’s tourism brand. Once we have received feedback, input and approval of this completed document from Maranoa Regional Council the design stage will commence.

Appendix

Summary of Notes from the Stakeholder Consultations and Workshops

Notes taken at workshops in Roma on 16 May 2019

MRC COUNCILLORS WORKSHOP

Attendance	Cr David Steele Cr Puddy Chandler Cr Peter Flynn Cr Jan Chambers Cr Geoff McMullen Cr Wendy Newman Cr Cameron O’Neil Cr Janelle Stanford
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	CEO Julie Reitano Cr Tyson Golder
TOPIC	NOTES
Strengths / Values	<ul style="list-style-type: none"> • Healthy (clean air) opportunities with sport in the community • Genuine (product) • Authentic operators • Relaxed • Clean – comments by travellers • Full of stories (everyone has a story to tell) • Diverse (especially young people) • Traditional farmers are no longer • Happy to tell stories • Space for people to relax • Everyone knows each other and will help • Sound of silence (other towns rather than Roma) • Resourced well – shopping, restaurants, health services, fuel, not the remote outback (well-resourced outback) • Liveable • Best accessibility is via fly in / out Roma • Gateway to broader region • Abundance of free/bush camping • Industrious – tourism experiences around these • Locals who are in business see value of Tourism • Locals not in business don't see the value of tourism • Injune, Mitchell, Surat – interested in Tourism • Roma – served up and not as interested in Tourism value • Friendly – willing to engage • Shows/events in the area (Roma, Mitchell – Rural shows) • Aboriginal stories and history • Operate all year round – climate
Weakness	<ul style="list-style-type: none"> • Signage – do not travel where there isn't signage • Google doesn't always work – must get a map • Travellers don't understand no mobile connection, have to rely on signs • Signs need to include distance • Negative experiences spread easily / quickly by word-of-mouth • Education for travellers about bush driving, dirt road, wet conditions, gravel • Tourism product limited • When tourists talk to locals, are they giving the best education or information (beyond VIC) • Lack of bookable product / accessible product



	<ul style="list-style-type: none"> Each region doing their own branding and want to highlight their own destination
Threats	<ul style="list-style-type: none"> The media – how they report the weather Perception of weather or landscape – hot, dry, flat
Maranoa general comments	<ul style="list-style-type: none"> Size of Tasmania – so outlying areas different Suffering from post-amalgamation Need to bounce off Carnarvon Story telling of what happens in the region on the way to Carnarvon 5 National Parks in Injune Would be positive to promote all three towns Tall poppy syndrome for Roma Looking at Banana Shire example – showcase diversity rather than focus on Roma / major centre Maranoa do realise Roma is the centre Gateway to the outback – terminology overused Council owns Gateway to Carnarvon Injune – base to your Carnarvon Gateway isn't a great title – want to be the destination Consumers are asking about Gas industry but no product for tours Mums in Brisbane know Roma from Easter in the Country; 21 y/o know Roma from Roma Cup Adding the word 'QLD' helps people understand where the region is – puts us in the State with visitors and helps with awareness
Content ideas	<ul style="list-style-type: none"> Storytelling tours Community groups to get involved in providing a consistent meeting point for travellers to come and meet locals Artists offering an hour for people can turn up Encourage driving between regions Cattle country – agriculture (Saleyards TripAdvisor awards) So much interest in the Gas industry Big Rig 2pm daily show – diverse amount of people with genuine interest and how it works with the farmers Fly in and drive itineraries Inclusions in brochure – critical information (repair services in Roma)
Logo	<ul style="list-style-type: none"> Bottle tree is off significance to the whole region Leaves represent the five former shires Bottle trees are seen through the region Bottle tree is very corporate Colours have a significance First symbol people see when they arrive
Visit Roma	<ul style="list-style-type: none"> Come to Roma then move into the region



	<ul style="list-style-type: none"> Each town is pushing their own brand but understand difficult to do on their own
HVT/Niche/Priority	<ul style="list-style-type: none"> Families Caravan/campers Drive (predominantly - harness and grow) Investment with airport – increase fly in and drive the region – niche market needs more work (flights are tailored to having a weekend in the region) The “weekend experience” Cost of hire car / ability for one-way car hire drop offs Roma as a hub to fly in and drive Weekend occupancy rates are lower for accommodation providers, so can grow the weekend experience market with packaging Events markets – events prospectus / events destination Roma is one of largest regional centres – caravan repair hubs for people that need something before heading to outback or on way back (big industry for Roma)

STAKEHOLDERS / COMMUNITY WORKSHOP

Issues with location names	Baringa – Mitchell <ul style="list-style-type: none"> Surat – India Roma - Rome
Issues with language used	Thoughts behind the word ‘Gateway’ not to be used – Gateway seen as ‘encouraging’ people to pass through; not a destination in its own right. <ul style="list-style-type: none"> Find synonym for gateway to be used
Challenges	Convincing community that tourism is everyone’s business
	Mitchell – people only come for bakery and butcher Surat – last 5 years change of attitude from business owners to value tourism because tourists started spending
Content Ideas	Indigenous trails
Feedback	<ul style="list-style-type: none"> Current videos or website that don’t make it clear Maps are important Map – linking towns and showing where they are in QLD
Maranoa Personality	<ul style="list-style-type: none"> Friendly Everyone is someone Belonging Diverse – landscape/people/industry Strong community Characters (Drovers, Outback pub characters) Leaders Agriculture – high quality Local produce Tough



	<ul style="list-style-type: none"> • Down-to-earth • Outback hospitality • Traditional
Strengths	<ul style="list-style-type: none"> • Outback/Carnarvon • Flora & Fauna (diversity) • Bottle Tree – Avenue of heroes • History • Cobb & Co • Oil & Gas • Major Mitchell • Sandstone • Carnarvon • National Paths • Saleyards • Fishing & camping • Great artesian spa • On the crossroads • Hour flight from Brisbane • Free camping • Taste of the outback • Palaeo tourism – starts here... • Indigenous experience – Yumba / Roma / Surat / • Safety, comfort • Campdraft, rodeo, rural shows
Weaknesses	<ul style="list-style-type: none"> • Signage • Find it hard to stand out • Perception of flat, hot and dry • Limited internet & phone access • Lack of Indigenous related tourism • Lack of training for operators • Internal promotion from locals/operators • Infrastructure + facilities (road, toilets) and product development (visitor product) • Coordination and collaboration of region – no process in place • Online booking system for National Parks • Bookable product • Visual content • Size of some towns – consumers don't consider it a destination • Product too cheap – undervalue product
Threat	<ul style="list-style-type: none"> • Consumers perceptions about the drought and how the region is affected by it • Other regions – competitors • Drought / national disasters • Funding from Government • Bust or boom economy – especially the mining industry



	<ul style="list-style-type: none"> • Internal parochialism • Infrastructure • Animal activism (protests against farming sector) • Social media • Lack of implementation of brand • Tourism industry workers – lack of staff and professionalism
Markets	<p>Potential</p> <ul style="list-style-type: none"> • Walking • Adventurer <p>Niche</p> <ul style="list-style-type: none"> • International • Education <p>Current visitors</p> <ul style="list-style-type: none"> • Grey nomads (fancy vs traditional) • Retirees • Corporate/workers • FIFO, business traveller (opportunity to recommend to friends/bring family back) • Families going to Carnarvon • Outdoor experience travellers • International backpackers (working on farms/pubs) • Transit travellers (on way to a new job or to study) • Events/conference • Bus groups • Empty nesters • Weekenders / short break <p>HVT (High Value Travellers)</p>
Hashtag	<p>#crossroads</p> <p>#carnarvonranges</p> <p>#outbackranges</p> <p>#outbacktastes</p>

Discussions by telephone or in-person - undertaken June 2019

ADDITIONAL STAKEHOLDER – DISCUSSIONS

Discussions with:	Paul Masson – Visit Yuleba Jeff Watson – Mitchell Megan Dickson - Wallumbilla Town Improvement Group Matt Bron – Tourism & Events Queensland Peter Homan – Outback Queensland Tourism Association
TOPIC	NOTES
Strengths / Values	<ul style="list-style-type: none"> • Diversity of the various towns in the region • From Carnarvon Gorge to the north, to oil & gas, agriculture and timber



	<ul style="list-style-type: none"> • More than just a rural area • Friendly – take the time to stop • People are willing to talk • Outgoing spirit • Saleyards are a key strength • People want to get involved in the “real country life” (branding, mustering, fencing, feeding) • People want to have campfires • We are the beginning of the Outback • The word ‘Outback’ is a strength – we are on the edge of the Outback • People are searching for the bush ethos • Biodiversity and natural environment • River systems – Maranoa and Balonne • Carnarvons and Mt Moffatt • Plains, mountains – we have it all – to see bushlife • The region is welcoming; people are friendly • Open and honest people • Historical value of the region • Carnarvons the only real unique attraction • Railways – our towns were all built along the rail and Cobb & Co routes • Bottle trees are a major feature / attraction • Our location is good – on the way to many other regions • Experience the Outback without having to go all the way to Longreach • Farmstays • People looking for country experiences • Blue sky • People come for events
Weakness / Obstacles	<ul style="list-style-type: none"> • Getting tourists to stop • Lots of people passing through but don’t stop • We are not ‘rural’ and we are not ‘remote’ – lost in between • Don’t have any iconic built attractions • Distance is an issue for some people • Very little for people to do (especially families) • Accommodation is limited – especially in smaller towns like Mitchel • Lack of marketing – not sure that we have marketed well • Trying to do the best we can but we are limited with time/money – trying Facebook • The region has nothing really unique • A lot of people don’t know where the Maranoa is • People just come through to go to the bigger events



Maranoa general comments	<ul style="list-style-type: none"> • We are not a destination in our own right • There has been a significant push to make the town (Yuleba) more inviting to tourists; make it more attractive • Cobb & Co park – in development with MRC • We want more tourists • Western Downs have done a great job recently with their 'Big Skies Festival' (a lot of advertising, billboards, facebook, ads) • Local events are supported by MRC but not driven by MRC • There needs to be a simple clear message and story for the region; be concise • Tourism / events – need leadership • MRC tourism budget needs to be increased • People are stopping to see the heritage & Devonshire tea (Wallumbilla) before heading on their way to the next destination/journey • People stop to visit the Big Rig; look at the saleyards, but that's generally it • Don't like the 'Gateway to the Carnarvons' message • Tourist drives – not easily accessible • The term Maranoa is not relevant to the consumer, the town names need to be the focus. This is similar to other outback councils like Paroo, Murweh and McKinlay. • The tourism business operators input needs to be considered as a higher priority over the Council staff input. It is the businesses that will need to own this brand.
Content ideas	<ul style="list-style-type: none"> • Judd's lagoon – free camp 5km out of town • Cobb & Co Way – with Surat • Make changes to festival to get people to stay longer – events are important • Cobb & Co Festival – get MRC to setup the event and run it • Bushrangers – the Kenneth Brothers; Harry Redford – connection to Ned Kelly • The "train crash" (from Megan) • Rail journeys (product development) • Need more low-cost entertainment / activities – especially for families
HVT/Niche/Priority	<ul style="list-style-type: none"> • Current markets from Brisbane, Sydney & Melbourne; a trickle from rest of Australia and overseas • Mostly couples – retired, self-contained camping (with a preference for free camping) • Caravan demographic becoming more independent • We are an experience that is part of their 'lifestyle' – we've had some drive / caravan market annual visitors – they come through every year for last 10 years)



	<ul style="list-style-type: none"> 2 main segments currently: older couples/grey nomads on the way to somewhere else; and young families with camper trailers
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Consumer Focus Groups in Brisbane - undertaken June 2019

Note: to gain further insights, full audio and video recordings are available of these consumer focus group sessions – on request and permission from MRC.

‘HAVE BEEN TO THE OUTBACK’ - 25 JUNE FOCUS GROUP – KEY POINTS

Attendees:	10 Attendees – all Brisbane residents 4 Male and 6 Female Range of age groups – all 40-60 years All quite familiar with the Outback – not necessarily with the Maranoa / Roma though
TOPIC	NOTES
Key impressions & surprises / how they describe the Outback	<ul style="list-style-type: none"> Unexpected eg. birds Big, flat – you just keep going Need to know where to look (to find key attractions/things to see & do) Need to be prepared – plan ahead Tranquility / serenity / quiet Don't go with a closed mind – go with an open mind & be willing to be flexible with your plans Dirt roads Expect dust and flies A positive challenge Look around – to get the most of the destination The extent of the Dinosaur experiences / info (a surprise for people) Expanses and vastness of the Outback region Distances are greater than expected – to be prepared for this and factor into planning
Positives	<ul style="list-style-type: none"> Breathtaking Flora & fauna The Jump-ups The locals Lifestyle No crocodiles Sunsets and sunrises Mostly accessible with a normal SUV “A Must Do” Star gazing Visitor Info Centres and locals – great source of information



Obstacles	<ul style="list-style-type: none"> • Need to have options – be able to change plans (ie. due to weather, road access & conditions, limited services available) • Weather (heat in summer; cold nights in winter) • The ‘unknown’ (people don’t know what to expect) • Not knowing what to take – what is needed (perception that there are no facilities, shops etc) • Work commitments (need at least 2 weeks; so harder to get time off) • Perception that must camp • Road conditions • Travel time required to get there / time factor is an issue – especially for those in full-time jobs
Outback holiday / trip planning & decision making tools used	<ul style="list-style-type: none"> • Hema Maps & paper maps (hard copy maps still the preferred method for the Outback due to size and detail required) • Online maps / Wikimaps • Google Maps – for things to see & do (often lists smaller attractions that are not listed on websites or brochures) • Facebook groups • Most search online first • Qld Weekender – to get ideas • Family and Friends have recommended • Need to book well in advance – as popular times get booked out (especially during peak Grey Nomad season or large events) • Brochures are still good and used • They still visit VICs – great to gain good local & insiders’ info; maps & directions • Qld Caravan & Camping Show – Brisbane • Some suggested itineraries would be useful
Sharing of Outback / holiday experiences	<ul style="list-style-type: none"> • Use Facebook and Instagram mostly • “Polar Steps” app • Hashtags used are: #(location where you are), #outbackqld, #townname, #placename (ie. property/experience)
Why Should People Visit the Outback	<ul style="list-style-type: none"> • It’s a “Bucket List” experience • Now or never – do it before the kids grow up (before they are not interested or leave home) • It’s totally different to other destinations • Get out & help – ie. support local communities / farmers / drought • Suggested a “meet the farmer” / education focus • Is unique • Do Australia first (before heading off overseas)



	<ul style="list-style-type: none"> • Is accessible (ie. can easily drive yourself, no flights/passports needed) • History is a key attraction of the destination
Maranoa comments / words to describe the region	<ul style="list-style-type: none"> • Why do you stop at Roma? Answers: Easter in the Country, The Big Rig, is our normal stopping point (first stop from Brisbane or last before Brisbane), the Shooter's Club, is the last Caltex stop • Beginning of the Outback • Gateway to the Outback • Start of the Outback • Taste of the Outback • Not remote • Is surprising (what there is to see and do) • The variety of things to see and places to visit • Accessible (easy drive from Brisbane) • Take your own car • Is "do-able" (ie. can do in a few days, easy to plan) • Camping is optional – but other accommodation options available ie. can drive in normal car and stay in motels • The Outback experience is closer than you think (if you haven't been before you don't realise this)

'HAVE NOT BEEN TO THE OUTBACK' - 27 JUNE FOCUS GROUP – KEY POINTS

Attendees:	<p>8 Attendees – all Brisbane residents 1 Male and 7 Female Range of age groups – most 40-50 years; 2 ladies under 30 years None familiar with the Outback or Maranoa</p>
TOPIC	NOTES
Key perceptions / how they describe the Outback / where is the Outback – from those who haven't been	<ul style="list-style-type: none"> • A long way – way out west • Places mentioned: Longreach, Mt Isa, Savannah Way • Outback is where the city stops • Outback is over/past the Great Dividing Range • Outback is beyond Toowoomba • Don't see Roma as the Outback • Need stopovers • Car is easier / train is expensive • Where wildlife are 'wild' (real wildlife) • Hot, dry, dusty • No green • The people change (not like city people) • A long drive – hours between stops, not much to see out the window • 'Green' is still country – not the Outback • Outback is the red stuff



	<ul style="list-style-type: none"> • More than a weekend is needed • Need to do a planned trip • Not much to see – just dirt • A lot of empty space • Long roads • Country folk • History • Northern Territory has clear images – want to know what Outback Qld has • Is there water?
Perceived positives	<ul style="list-style-type: none"> • Mystery • Space – wide open spaces • Clear skies • Stars at night
Obstacles to travel / negatives - why they haven't been to the Outback yet	<ul style="list-style-type: none"> • No iconic natural attraction • Severe drought • Nothingness • What is there to do? • Haven't been "sold" yet (to go there) – no "hook" • Time – need lots of time to visit the Outback • Outback Qld doesn't have a "bucket list" icon • Don't know what's on offer • Lack of advertising – haven't seen anything • Too much planning needed • Children / family (not seen as children-friendly) • Cost – perceived as more expensive than other destinations • Where's the bigger / better value? (ie. Outback versus other destinations eg. week at the coast or in Bali) • Petrol (large cost item)
Key perceptions of Maranoa – after discussion and images shown to the group	<ul style="list-style-type: none"> • Not as far as you think • Good for families • Tranquil • Unexpected / Not what I expected (positive impressions) • Friendly • Do-able (ie. easily accessible from Brisbane) • Laid-back style • Affordable • More there than you think / expect • Lots of events • Welcoming • Historic attractions • Choices – so much to do • Interesting • Could be a weekend away • Quite a bit going on



	<ul style="list-style-type: none">• Surprising
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OFFICER REPORT

Meeting: General 13 November 2019

Date: 24 October 2019

Item Number: 13.2

File Number: D19/98980

SUBJECT HEADING: Roma Roadrunners Boxing Club Inc. - Request to change venue at Bassett Park

Classification: Open Access

Officer's Title: Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

Council has received a request from the Roma Roadrunners Boxing Club Inc. to change the approved location for the Boxing Club to operate at Bassett Park, Roma.

Officer's Recommendation:

That Council:

1. Agree to Roma Roadrunners Boxing Club Inc. request to use the wool display/storage area connected to the fashion parade building at Bassett Park Roma (instead of the Fashion Parade Building) as per the same terms and conditions listed as points 3, 4 and 5 in *Resolution No. GM/10.2019/01* for a period of 12 months.
 2. Require the Roma Roadrunners Boxing Club Inc. (personnel and equipment), vacate the building one (1) week prior to the Roma Show, the week of the event, and one (1) week following the event (a total of three weeks).
-

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).

Roma Roadrunners Boxing Club Inc.

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
Nil	Nil

Context:

Why is the matter coming before Council?

Council has previously agreed at its meeting on 9 October 2019 to allow the Roma Roadrunners Boxing Club Inc. to operate from the Fashion Parade building at Bassett Park subject to certain conditions. After an onsite meeting between representatives of the Roma Roadrunners Boxing Club Inc., the Roma Show Society

and Council, the club has requested to operate from an alternative building at Bassett Park.

Included below is the Council resolution from the meeting on 9 October 2019.

Resolution No. GM/10.2019/01

That Council:

- 1. Enter into an agreement with Roma Roadrunners Boxing Club Inc. for the use of the Fashion Parade building at Bassett Park for a period of 12 months.*
- 2. Include in the agreement the requirement that the group (personnel and equipment), vacate the building four (4) weeks prior to the Roma Show, the week of the event, and one (1) week following the event (a total of six weeks), and for the Roma Cup – the weekend of the event (if required), and as negotiated by staff.*
- 3. Offer Roma Roadrunners Boxing Club Inc. to enter into this agreement at the agreed rental price of \$100.00 per week including GST with no rental charged for the time the building is used for the Roma Show and Roma Cup.*
- 4. Require that the group provide a copy of public liability insurance to the value of twenty (20) million dollars.*
- 5. Require that the group provides a copy of all required licences and staff training requirements.*

Requires that the group provides a copy of all required licenses and staff training requirements

Background:
Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Upon visual inspection of the Fashion Parade building by Kevin Pope (Roma Show Society), Richard Schubert (Roma Roadrunners Boxing Inc.) and Madonna Mole (Facility Lease Management and Housing Officer /Team Coordinator) it was decided that the building will be too small to meet the club's needs. An alternative building was subsequently suggested to the Roma Roadrunners Boxing Club being the wool display pavilion/storage area next door to the Fashion Parade building, and this area was found to be more suited to the club's needs.

The Roma Show Society currently use this alternative area as a storage room for all equipment not used except during the annual show. Roma Show Society representative Mr Kevin Pope suggested that most of the stored equipment could be rehoused in the fashion parade building, the Show Society's on-site container or in other buildings not used except during show time.

An advantage to this proposed change of venue is that the boxing club will not have to vacate the building until the week before the Annual Show as this storage room

also doubles as the wool display pavilion during the show. The Roma Show Society is supportive of the change of venue.

The Roma Road Runners Boxing group have agreed to assist the Show Society with the relocation of all Roma Show Society equipment currently stored in the wool display pavilion/storage area.

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)

Head Coach Roma Roadrunners Boxing Club (Richard (Dick) Schubert)
Roma Show Society (Kevin Pope)

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?

Facilities revenue of \$100.00 per week for the term of the agreement

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)

Roma Show Society
Roma Roadrunners Boxing Club Inc. Members

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)

That Council agree to Roma Roadrunners Boxing Club Inc. using the storage area next to the Fashion Parade building rather than the fashion parade building for its activities. This change is supported by the Roma Show Society.

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. Agree to Roma Roadrunners Boxing Club Inc. request to use the wool display/storage area connected to the fashion parade building at Bassett Park Roma (instead of the Fashion Parade Building) as per the same terms and conditions listed as points 3, 4 and 5 in Resolution No. GM/10.2019/01 for a period of 12 months.
2. Require the Roma Roadrunners Boxing Club Inc. (personnel and equipment), vacate the building one (1) week prior to the Roma Show, the week of the event, and one (1) week following the event (a total of three weeks).

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

4.9.3 Develop and implement agreements for the long term use of facilities (including leases, management agreements, user agreements).

Supporting Documentation:

Nil

Report authorised by:

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

INFORMATION REPORT

Meeting: General 13 November 2019

Date: 28 October 2019

Item Number: 13.3

File Number: D19/99916

SUBJECT HEADING:

Changes to:

- a) Supply of 1080 solution and;
- b) Training provider accredit officers

Classification:

Open Access

Officer's Title:

Rural Land Services & Funding Officer/Team Coordinator

Executive Summary:

Council has received correspondence from the Department of Agriculture and Fisheries (DAF) detailing upcoming changes to the supply of 1080 solution and the provision of training for 1080 operators.

Officer's Recommendation:

That Council:

1. Receive and note the Officer's report as presented.
2. Advise the Department of Agriculture and Fisheries that a review of the "Services Contribution" is required to reflect the reduced level of services proposed as a result of the changes.
3. Advise the Department of Agriculture and Fisheries that Council does not support any requirement to inject 1080 baits for the following reasons:
 - a) increased cost of preparing the baits;
 - b) increased risk of non target kills from old baits;
 - c) increased safety risk of its employees administering the injection process

Background:

Council has received correspondence from the State Department of Agriculture and Fisheries, foreshadowing changes in the supply of 1080 solution, and the training for authorized officers. A response was requested by November 1, however council officers have advised DAF that the response to the request for consultation would not be provided until after its council meeting of Wednesday 13 November. DAF have subsequently extended the consultation period (due to the number of complaints received on the short timeframe) for all local governments until close of business Friday 15 November 2019.

Currently the materials and services associated with the conduct of 1080 baiting are supplied to Local Government by DAF and funded through Council's "Services Contribution" payable as part of Councils annual precept payment.

Supply of 1080 solution (Sodium Fluoroacetate)

DAF advises that the current stock of 1080 solution held by the State was purchased in the 1970's as part of a commitment to preparedness for exotic diseases. The State has provided 1080 solution at a concentration of 36mg/l free of charge to local government which is used in the treatment of meat for coordinated baiting programs and or adhoc baiting.

The current stockpile is expected to be depleted by mid 2020, and the Department has advised once this stockpile is depleted, the solution will only be available from commercial 1080 providers at the applicable cost.

DAF are commencing a consultation process regarding the alternate options available, to assist local government and landholders to continue to undertake fresh meat baiting.

Training of 1080 operators

DAF advises that as from 1 July 2020, the *Health (Drugs and Poisons) Regulation 1996* will be replaced with the *Medicines and Poisons Act 2019*.

Under the new legislation, DAF will no longer be able to provide 1080 training, and operators will be required to obtain training and competency from commercial training providers.

Currently, licenced 1080 and Strychnine operators are required to complete retraining every 2 years. Under the new framework, retraining will not be required at this time.

2 of the 3 competency modules required form part of the Agricultural Chemical Distribution and Control (AC/DC) licence that officers are required to hold so as they can use chemical for the control of pest plants and animals.

However, a new module *AHCPMG312 – Apply poison baits for vertebrate pest control in rural and environmental landscapes* – has been developed specifically to meet the training requirements for 1080 and Strychnine licence holders.

DAF is proposing to fund a once off round of competency training for all existing licenced 1080 operators in the State to complete this new module, with training to commence from November 2019 and will be completed by 30 June 2020. Any new local government employees requiring certification will be required to undertake the new training which will be an extra cost to either the Local Government as the employer, or the employee.

Body of Report:

Council currently contributes funding to the State Department of Agriculture and Fisheries for the provision of materials and services for the control of pest plants and animals. While this contribution assists in funding of services and support relating to pest plant and animal management and control as well as technical advice to council

on biosecurity matters, this contribution also includes the provision of training for 1080 operators, the provision of baiting consumables, such as plastic bait bags, signage, indemnity books and the supply of the 1080 solution. Should Council cease to receive this service, consideration must be given to the continued payment of the services contribution in its current form.

Council's fees for On-ground and Research now and into the future are as follows:

2018-2019	\$150852.00
2019-20	\$120445.00
2020-21	\$ 88984.00
2021-22	\$ 56462.00

Council currently use approximately 50 litres of "Pig Strength" 1080 solution per baiting campaign, and campaigns are held twice per year in April and November. Additional "Ad-Hoc" baiting occurs throughout the year at the request of landholders. Based on previous consumption, it is expected Council officers will use approximately 125 litres of "pig strength" 1080 per annum.

Council officers have undertaken preliminary enquiries with commercial suppliers regarding the cost and availability of 1080 solution, and have identified that the solution is readily available at 30mg/l strength from Animal Control Technologies Australia (ACTA), at a cost of \$790 (plus GST) per 10 litres, ex Somerton in Victoria. The solution must be transported as Dangerous Goods, therefore, the freight costs will be greater than regular freight.

Based on the above figures, it is estimated that the changes could equate to an additional cost to Council and its rate payers of approximately \$8,875 (Plus GST and Freight) per year for the supply of 1080 solution only. This figure does not include the heavy duty plastic bags, cardboard 1080 signage and the necessary indemnity books currently used, and it is not known if DAF intends to continue to supply these materials.

DAF is commencing a phase of consultation on the upcoming changes, and the views will be sought from the Wild Dog Advisory Group.

The Department of Agriculture and Fisheries have provided a Fact Sheet to answer a number of Frequently Asked Questions.

Changes to the training process for licenced operators will require retraining of all current licenced operators. The new licence requires completion of 3 training modules, 2 of which are part of the Agricultural Chemical Distribution and Control (AC/DC) licence that personnel undertaking weed spraying activities must hold.

Two licenced 1080 operators of Council do not hold an AC/DC licence, and will be required to complete all 3 modules to obtain the new licence. DAF have advised that they will be funding the one specific module required to hold the 1080 licence, however have not made mention of the costs associated with obtaining the remaining 2 modules. It is understood that DAF expects local governments will meet the cost for delivery and completion of these modules.

For any new personnel that do not currently hold a 1080 licence, the cost of training for all 3 modules will be the responsibility of local government and or the employee. Unfortunately there is no indication of the costs associated with delivering this training at this time.

The changes to the regulatory framework regarding the supply of 1080 solution will also affect the process of treating the bait material at the baiting station. The use of 1080 concentration must be undertaken in accordance with the Label Requirements and currently, no supplier of 1080 solution within Australia, has the rolling or mixing of 1080 solution for treating wild dog baits as an allowable method on the label.

Label conditions are nominated by the manufacturer and approved by the Agricultural Pesticides and Veterinary Medicines Authority (APVMA). Changes to label conditions require extensive trial work and research, and is a significant cost to the manufacturer.

There are no suppliers that currently supply 1080 solution at the required Queensland "Pig strength" of 36mg/l. ACTA are in negotiations with the State and Federal Governments to determine if they are able to manufacture and distribute the solution at this required strength (36mg/l). This change may also have a further impact on pricing.

Under the current label requirements, it will be necessary to administer 1080 solution for dog baits by injection rather than the current method of rolling in a mixer. This will result in significant additional time and cost in the preparation of meat baits, as every bait will have to be individually injected by hand.

The injection of dog meat baits will require the purchase of additional specialist equipment capable of delivering 0.2 millilitres of solution per meat bait.

It is expected that the injection of dog baits will also be met with resistance from landholders, as the current method of treatment allows for the 1080 solution to be washed from the exterior of the bait after rain, making it safe for working dogs. Injected baits have the poison inside the bait, which results in the poison becoming less able to be washed off. Also, the drying out of the meat bait results in the poison being sealed into the bait, and in drought conditions, the poison can persist at a lethal dose for 18 months or more.

It is anticipated that the move to injected baits would see a reduction in landholder participation in wild dog baiting programs, and an increased wage cost in delivering council coordinated baiting programs.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.8 Assist in protecting the rural industry through administration and regulation of the region's natural environment

4.8.4 Administer the twice yearly coordinated baiting campaigns and carry out adhoc baiting upon request for 3 or more landholders.

Supporting Documentation:

- | | | | |
|---|--------------------------|--|------------|
| 1 | <u>↓</u> | Supply of 1080 toxin and operator training -
Correspondence from DAF | D19/100756 |
| 2 | <u>↓</u> | Confirmation from Biosecurity Queensland of extension
of consultation period. | D19/103604 |
| 3 | <u>↓</u> | Fact Sheet - 1080 stockpile depletion | D19/103603 |

Report authorised by:

Manager - Environment, Health, Waste & Rural Land Services

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

Our ref: CTS 27514/19



Queensland
Government

Department of
Agriculture and Fisheries

«Salutation» «First_Name» «Last_Name»
«Job_Title»
«Organisation»
«Postal_Address»
«City» «State» «Post_Code»

Dear «Salutation» «Last_Name»

As you may be aware, the legislation administered by Queensland Health that regulates how 1080 is managed in Queensland is changing. On 01 July 2020, the *Health (Drugs and Poisons) Regulation 1996* will be replaced with the *Medicines and Poisons Act 2019*.

Under the new legislation, the Department of Agriculture and Fisheries (DAF) will no longer be able to provide 1080 training. Instead, all State and Local Government officers requiring a 1080 and/or strychnine approval from Queensland Health will need to complete the following three competencies:

- AHCCHM307 - Prepare and apply chemicals to control pest, weeds and diseases (supersedes and is equivalent to AHCCHM303)
- AHCCHM304 - Transport and store chemicals
- AHCPMG312 - Apply poison baits for vertebrate pest control in rural and environmental landscapes.

While this represents a significant change, there is no retraining requirement under the new legislation. This will reduce on-going costs and time investments associated with the traditional two-year retraining cycle. The transition to competency-based training delivered through the National Vocational Education and Training system will also provide greater consistency and surety that staff have the required skill sets to safely use and transport 1080 and strychnine. This has the potential to offer improved liability protection for Queensland Local Governments.

Queensland Health have agreed to extend existing approvals until the 30 June 2020 to provide time for staff to complete the competency-based training. However, from 01 July 2020, once an existing licence has expired, officers will need to have a current competency-based approval to access 1080 and strychnine.

41 George Street Brisbane
GPO Box 46 Brisbane
Queensland 4001 Australia
Business Centre 13 25 23
Website www.daf.qld.gov.au
ABN 66 934 348 189

The first two competencies, AHCCHM307 and AHCHM304, are readily available through a range of Registered Training Organisations and form part of the current Agricultural Chemical Distribution Control (ACDC) course. Local Government staff who do not already hold these competencies will need to be trained in these at the Local Government's expense.

AHCPMG312 is a new competency which is not widely available. To address this, Biosecurity Queensland will fund a once-only delivery of this competency for Local Government 1080 operators across Queensland. Ballistic Training Solutions have been contracted to adapt the existing 1080 training to meet the AHCPMG312 competency guidelines and training will be rolled-out over the next six months.

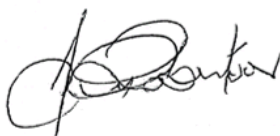
The rollout of the competency requires delivery of 20–25 courses to more than 200 approval holders across Queensland. Delivery will commence in November 2019 and will be complete by 30 June 2020. After this date any officer requiring the competency will need to arrange this with a Registered Training Organisation on a user-pays basis.

The competency AHCPMG312 requires two days of face-to-face training with pre and post-course work. Venues and training dates for courses are currently being coordinated by the regional DAF 1080 coordinators, with each course having a maximum of 12 attendees. Local Government officers will be notified of course locations and dates once these have been confirmed.

A Queensland Health task force is in place to finalise administrative arrangements associated with these changes and further information on issues that affect Local Government will be provided as soon as it is available.

For more information, please contact Kym Johnson, Senior Biosecurity Officer, at kym.johnson@daf.qld.gov.au.

Yours sincerely



Dr John Robertson
General Manager Invasive Plants and Animals
Department of Agriculture and Fisheries

Kent Morris

From: HURST Shari <Shari.Hurst@daf.qld.gov.au>
Sent: Monday, 21 October 2019 3:10 PM
To: Council
Subject: Advice on the future supply of 1080 toxin

Follow Up Flag: Follow up
Flag Status: Completed

Our ref: CTS 18686/19

Ms Julie Reitano
Chief Executive Officer
Maranoa Regional Council

Dear Ms Reitano

I am writing to seek your views on the future supply of sodium fluoroacetate, known as 1080, which is a pesticide used to control feral animals. As a schedule 7 poison, 1080 manufacture, supply and use in Queensland is regulated by Queensland Health and supply of fresh meat baits to landholders is by authorised State or Local Government Officers.

Since the 1970s, the Department of Agriculture and Fisheries has provided 1080 concentrate, associated stores, and a 1080 bait preparation service at no cost to Local Governments or landholders using a stockpile of 1080 powder.

The original purchase of this stockpile in the 1970s was a Queensland Government commitment to exotic disease preparedness that was current at the time. It was purchased using funds provided by Queensland Treasury. The intent was that should an exotic emergency disease outbreak occur in Queensland, then large amounts of 1080 could be used during intensive baiting campaigns to reduce the risk of disease spread by invasive animals.

Since then, a nationally-agreed approach has been developed for the response to emergency animal disease incidents in Australia, which is the Australian Veterinary Emergency Plan (AUSVETPLAN). The focus of control is now prevention of spread to invasive animals, strategic control, and vaccination of animals, rather than large scale 1080 baiting programs.


The current stockpile is almost depleted and is estimated to last until mid-2020 at current usage rates. Once the stockpile is exhausted, 1080 concentrate will only be available from commercial 1080 providers.

This letter is the first step in a consultation process that the Department is initiating with Local Governments to develop a plan for the future supply of 1080 concentrate. As part of this consultation, the Department will undertake a detailed examination of the impacts of the cessation of the no cost 1080 service, and will explore all alternative options available, to assist Local Governments and landholders to continue to undertake fresh meat baiting. It is anticipated that this consultation process will result in a 1080 supply strategy which is developed collaboratively with Local Government, industry and landholders.

The Department is interested in understanding the potential impact to your council should the Department cease to provide 1080 at no cost, and also would like to consider any alternative funding arrangements or alternative arrangements to the provision of fresh meat baits for your Local Government area. If you would like to provide feedback on these topics, please write to me with your ideas by 1 November 2019.

If you require further information, I encourage you to contact Laura Smith, A/Senior Policy Officer, Policy and Engagement, Invasive Plants and Animals in the Department of Agriculture and Fisheries, on 07 3087 8068 or by email at laura.smith@daf.qld.gov.au

Yours sincerely



Dr John Robertson
General Manager, Invasive Plants and Animals
Biosecurity Queensland

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Kent Morris

From: SMITH Laura <Laura.Smith@daf.qld.gov.au>
Sent: Monday, 28 October 2019 4:09 PM
To: Kent Morris
Subject: HPRM: RE: 1080 stockpile depletion

Record Number: D19/103594

Good afternoon Kent

Thank you for advising me that the response will be after 13 November.
Please let me know if you have any questions.

Kind regards



Laura Smith
A/Senior Policy Officer, Invasive Plants & Animals
Biosecurity Queensland
Department of Agriculture and Fisheries

T +61 7 3087 8068 E laura.smith@daf.qld.gov.au W www.daf.qld.gov.au
Level 2, 41 George Street, Brisbane QLD 4000
GPO Box 46, Brisbane QLD 4001

From: Kent Morris <Kent.Morris@maranoa.qld.gov.au>
Sent: Monday, 28 October 2019 4:05 PM
To: SMITH Laura
Subject: 1080 stockpile depletion

Dear Laura,

With regard to the correspondence received in relation to the depletion of the 1080 stockpile. I wish to advise that this matter is scheduled for consideration by Council at the general meeting of November 13, 2019.

Therefore, I wish to advise that we will be unable to submit our response to your request for feedback by the required date of November 1, 2019.

We will submit our feedback to you following this meeting

If you have any queries with regard to this matter, please do not hesitate to contact me.

Regards

Kent

Kent Morris
Rural Land Services & Funding Officer / Team Coordinator
Rural Land Services



Maranoa Regional Council
Infrastructure Office
P.O. Box 620, Roma, QLD 4455
1 Cartwright Street Roma QLD 4455
P: 1300 007 662
D: (07) 4624 0644 M: 0418 448 027 F: (07) 4624 6990
Email: Kent.Morris@maranoa.qld.gov.au
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Future supply of 1080 and new 1080 training requirements – 'Frequently Asked Questions'

Will Local Government be able to purchase 1080 concentrate solution from commercial providers?

Local Government officers can purchase 1080 concentrate solution from commercial providers if they are authorised to obtain, possess and use 1080 concentrate under the *Health (Drugs and Poisons) Regulation 1996*, or from 1 July 2020, the *Medicines and Poisons Act 2019*. Commercial providers of 1080 concentrate solution are different to Schedule 7 (S7) retailers selling manufactured 1080 baits.

At present, commercial providers of 1080 concentrate solution include: [Animal Control Technologies Australia](#), [Paks National](#) and [4Farmers](#).

Will Local Government officers still be able to supply fresh meat baits with toxin 1080?

Yes, Local Government officers will still be able to supply fresh meat baits if they are authorised to obtain, possess and use 1080 concentrate solution under the *Health (Drugs and Poisons) Regulation 1996*, or from 1 July 2020, the *Medicines and Poisons Act 2019*.

What will be the cost of 1080 concentrate solution purchased from commercial providers?

The cost of 1080 concentrate solution from commercial providers currently ranges from around \$65 to \$90 per litre. One litre can be used to prepare approximately 5000 wild dog baits.

Will pig strength 1080 concentrate solution still be available?

Pig baits can be prepared from the commercial 1080 concentrate solution according to the label directions, which provide the amount of concentrate to be added to the bait. Local Government officers must follow the directions on the label.

Will fruit baits be able to be used with commercially provided 1080 concentrate solution for the control of feral pigs?

No, currently the Australian Pesticides and Veterinary Medicines Authority (APVMA) label directions on commercially provided 1080 concentrate solution do not provide for the use of fruit as baits.

Will landholders be able to purchase 1080 concentrate solution from commercial providers?

Currently, only Local and State Government officers authorised under the *Health (Drugs and Poisons) Regulation 1996* can access 1080 concentrate solution and provide fresh meat baits.

At present, landholders are able to purchase manufactured 1080 baits directly from S7 retailers without purchasing them through local governments.

From 1 July 2020, the *Medicines and Poisons Act 2019* (MP Act) and subordinate legislation may allow for persons other than State or Local Government officers to obtain, possess and use 1080 concentrate solution in certain circumstances. The legislation is administered by the Queensland Department of Health, who are best placed to answer specific questions about this matter.

What are the training requirements for the use of 1080 concentrate solution under the *Medicines and Poisons Act 2019* (MP Act)?

Once the MP Act commences on 1 July 2020, three competencies will be required for State and Local Government officers seeking approval from Queensland Health to obtain, possess and use 1080 concentrate solution:

- AHCCHM307 - Prepare and apply chemicals to control pest, weeds and diseases (supersedes and is equivalent to AHCCHM303)
- AHCCHM304 - Transport and store chemicals
- AHCPMG312 - Apply poison baits for vertebrate pest control in rural and environmental landscapes

What will be the cost to local government to obtain the required accreditations?

- AHCCHM307 and AHCCHM304 are readily available through Registered Training Organisations (RTO) and the cost is determined by the RTO.
- The competencies also form part of the current Agricultural Chemical Distribution Control (ACDC) course. Local Government staff who do not already hold these competencies will need to be trained in these at the Local Government's expense.
- AHCPMG312 is a new competency that is not widely available. To address this, Biosecurity Queensland will fund a once-only delivery of this competency for Local Government 1080 operators across Queensland. Delivery will commence in November 2019 and will be complete by 30 June 2020. After this date any officer requiring the competency will need to arrange this with a RTO on a user-pays basis.
- There is no retraining requirement under the MP Act. This will reduce on-going costs and time investments associated with the traditional two-year retraining cycle.

What role will Biosecurity Queensland in the Department of Agriculture and Fisheries (DAF) have if they no longer provide training for 1080 or 1080 concentrate solution?

- DAF will continue to support Local Government with pest management coordination and pest management planning.
- DAF will continue to provide support through the transition period as the new competency AHCPMG312 for 1080 training is rolled out in 2019/20.
- Queensland Department of Health are responsible for investigations about misuse of 1080. Queensland Department of Health are best-placed to advise Local Government about the regulation of the *Health (Drugs and Poisons) 1996* and the MP Act.
- Compliance with label directions of 1080 concentrate is regulated by DAF under the *Chemical Usage (Agricultural and Veterinary) Control Act 1988*.
- DAF will no longer require 1080 Record Sheets from Local Government because DAF's record-keeping requirement is associated with DAF owning the permit for the State-owned 1080 concentrate solution. Queensland Health regulates commercial providers of 1080 concentrate solution and they will specify record-keeping requirements.

OFFICER REPORT

Meeting: General 13 November 2019

Date: 4 November 2019

Item Number: 13.4

File Number: D19/102291

SUBJECT HEADING: Roma and Injune Visitor Information Centre
Christmas and New Year Operating Hours

Classification: Open Access

Officer's Title: Regional Tourism Development Coordinator

Executive Summary:

As Roma and Injune Visitor Information Centres are accredited, Council has a contractual obligation to operate them over the Christmas and New Year period. However, in previous years, as a work-life balance initiative, for the period between Christmas and New Year Council has resolved to reduce the operating hours of the Roma and Injune Visitor Information Centres and The Big Rig.

Closing the visitor information centres on the gazetted public holidays and reducing operating hours between Christmas and New Year enables staff and volunteers to spend quality time with family and travel safely to attend Christmas celebrations.

Officer's Recommendation:

- 1) Close the Roma Visitor Information Centre, Injune Visitor Information Centre and The Big Rig on the gazetted public holidays of Wednesday 25 December, Thursday 26 December and Thursday 1 January,
- 2) Open the Roma Visitor Information Centre, Injune Visitor Information Centre and The Big Rig from Monday 23 December- Friday 3 January (excluding the above mentioned public holidays) between 9am – 2pm,
- 3) Not operate The Big Rig Night Show Sunset Experience on Wednesday 25 December, Friday 27 December, Monday 30 December 2019 or Wednesday 1 January 2020.

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
VIC	Visitor Information Centre

Context:

Why is the matter coming before Council?

These facilities are Council owned and operated by Council staff and local volunteers.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Visitation to the Maranoa region is relatively low in December and with daytime temperatures regularly reaching 40 degrees it has been observed that a majority of visitors move around earlier in the day.

	December 2018	December 2017	December 2016
Roma VIC	665	714	219
Injune VIC	620	795	793

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)

Accredited Visitor Information Centres must open for a minimum 42 hours every week, 7 days, excluding approved Public Holidays. We have had discussions with the accreditation body, Visit Queensland, who are aware of these reduced hours during this period.

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)

Ed Sims, Manager Community and Economic Development
Leanne Crawford, Tourism Officer (Roma)
Jane Vincent, Tourism Officer (Injune)

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?

Nil

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)

Accommodation operators, cafes, other local businesses and locals in both Injune and Roma often recommend visitors, friends and family come down to the local Visitor Information Centres. The reduced operating hours will be widely and clearly advertised to all Visitor Information Centre volunteers, notices placed on The Big Rig and My Maranoa Facebook pages and suitable signage placed at the relevant Centres. An email with the reduced operating hours will be sent to all accommodation operators. Both Centres have answering machines. Roma and Injune Visitor Information Centres have after hours brochures available.

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
Complaints that no visitor information was available	Likelihood is low and both Injune and Roma have after hours visitor brochures available.

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)

Reduce operating hours at the Roma and Injune Visitor Information Centres over Christmas and New Year to provide tourism staff and volunteers work/life balance over the festive period.

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?*

This recommendation is not contrary to existing Council policy.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.3 Attract visitors to our region to bring additional customers to our region's businesses

4.3.3 Operate two 7 day a week Visitor Information Centres (Roma, Injune) and support three other Visitor Information Centres (Mitchell, Wallumbilla, Surat).

Supporting Documentation:

Nil

Report authorised by:

Manager - Economic & Community Development

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

OFFICER REPORT

Meeting: General 13 November 2019

Date: 5 November 2019

Item Number: 13.5

File Number: D19/103052

SUBJECT HEADING: Regional Universities Centre - Maranoa

Classification: Open Access

Officer's Title: Manager - Economic & Community Development

Executive Summary:

Council has resolved to facilitate the establishment of Regional Universities Centre in Roma, resolution No. GM/10.2019/96. At the time of making the resolution, the report did not ask for a budget allocation of any kind, as it was not considered at the time. During the planning process, it has become obvious that a budget may be required for the following. This is an estimate only:

- Funding the attendance of an interim board member to attend the Country universities Symposium at Jindabyne on 14 thru 16 November 2019, approx. \$2000.00 and
- Preparation of a quantity survey to make modifications to the proposed premises for the RUC in the redundant wing of TAFE Roma, approx. \$2500.00 and
- Possible legal costs for advice, approx. \$2000.00

This report seeks Councils resolution to provide budget.

Officer's Recommendation:

1. Council provides a budget allocation of \$6,500.00 to facilitate the establishment of the Regional Universities Centre – Maranoa from WO number 2880.2001.2001 Economic and Community Development Manager, Materials and Services budget.
2. Authorises funding from that budget to cover the registration, travel and accommodation costs of one interim board member (Dr Jim Sands) to attend the Country Universities Symposium in Jindabyne 14 through 16 November 2019.

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).

No

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
RUC	Regional Universities Centre
CUC	Country Universities Centre

Context:

Why is the matter coming before Council?

The project will require a budget allocation to complete.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council has resolved to facilitate the establishment of Regional Universities Centre in Roma.

Resolution No. GM/10.2019/96

Moved Cr Newman Seconded Cr Schefe

That Council:

1. Receive and note the officer report following his visit to Country Universities Centre – Monaro (Cooma NSW).
2. Facilitate the establishment of a Regional Universities Centre in the Maranoa in accordance with the Commonwealth Government “Regional Universities Centre funding program” 2019, as a part of Council's Operational Plan 2019/20.
3. Facilitate the formation of an interim board; provide in-kind support for development of the application, and other interim administrative support.
4. Endorse the attendance of Cr. O'Neil at the Best Practice in Regional Study Hubs Symposium 2019 on 14 – 16 November 2019 in Jindabyne.

At the time of making the resolution, the report did not forecast a need for budget allocation of any kind, however it has now become obvious that a budget will be required for the following. This is an estimate only:

- Attendance for an interim board members to attend the Country universities Symposium at Jindabyne approx. \$2000.00 and
- Preparation of a quantity survey to make modifications to the proposed premises for the RUC in the redundant wing of TAFE Roma, approx. \$2500.00 and
- Possible legal costs for advice, approx. \$2000.00

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)

This undertaking may have implications for Council if Council elects to ask to nominate a Councillor to the board of the proposed entity, which should be

considered at the time. Council has received a legal opinion about this matter should the need arise.

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 will have no tangible interests in the property associated with the RUC.

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)

- Interim board of RUC – Maranoa
- TAFE Queensland
- King and Coy Solicitors

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)

This project will be subject to a Commonwealth Grant for which Council will have no part as a signatory.

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?

\$6500.00

Future Years' Budgets:

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

None foreseen

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)

If approved for Dr Jim Sands to be sponsored to attend the Regional Studies Centres Symposium in Jindabyne, then he will be attending in his private capacity in his own time.

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
Potentially weak business case for funding application	Likely and may have a significant bearing on the outcome of the process

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)

Council will be showing vision and pro-activity in this project in supporting this request for budget.

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)).

That Council provide a budget allocation to support the Interim Board of the Regional Universities Centre – Maranoa, in order to facilitate their application to the Commonwealths Regional Community Centre Program.

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

Yes, this adoption of this recommended resolution will provide funding for a private individual to attend an interstate event on Council's budget.

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

4.1.2 Identify opportunities to present Council-endorsed priorities to government ministers and other representatives, formally or informally, individually as a Council or with other local governments (including the importance of roads to Council's financial sustainability).

Supporting Documentation:

Nil

Report authorised by:

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

OFFICER REPORT

Meeting: General 13 November 2019

Date: 7 November 2019

Item Number: 13.6

File Number: D19/104036

SUBJECT HEADING: Applications for Funding under Building our Regions Round Five

Classification: Open Access

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

Executive Summary:

Maranoa Regional Council has submitted two Expressions of Interest for funding under the Queensland Government *Building our Regions* program – Round Five. Both these projects have progressed to the next stage – it is recommended that Council submit Business Case applications for funding.

Officer's Recommendation:

That Council:

1. Submit business case applications under the Queensland Government *Building our Regions* program – Round Five for the following projects:
 - a) The Big Rig Oil, Gas and Energy Project – Stage 1b and c;
 - b) Stables at Bassett Park.
2. Note that construction is required to commence before 30 April 2020.
3. Authorise the Chief Executive Officer, or delegate, to sign funding agreement/s if required for any successful applications.

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).

It is unlikely that any individual associated with this project will have a conflict of interest either material or perceived.

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
BoR	Building our Regions
EOI	Expression of Interest

Context:

Why is the matter coming before Council?

At its meeting on 14 August 2019, Council resolved as follows:

That Council:

1. Submit Expressions of Interest for the following construction projects under the Queensland Government Building our Regions program – Round Five in order of priority:

- a) The Big Rig Oil, Gas and Energy Project – Stage 1b and c;
b) Stables at Bassett Park.***

2. Prepare detailed designs for the eastern carpark for The Big Rig, at an estimated cost of \$50,000, and allocate funds from anticipated project savings, and savings in the salaries budget for Economic & Community Development.

3. Seek contributions from relevant local industry groups for each project.

4. Acknowledge that construction is required to commence before 30 April 2020 as per the guidelines. (Resolution No. GM/08.2019/15)

After assessment of the Expressions of Interest received from around the State, Council has been asked to submit business cases for both projects.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council is one of 17 Councils who are eligible to apply for a share of \$26 million under the Royalties for Resource Producing Communities Fund. Under this Fund, eligible local governments may submit applications for construction projects that are seeking funding of \$250,000 up to a maximum of \$7 million per project.

Voluntary contributions to construction and planning projects are encouraged from applicant local governments and other contributors, which may include collaborating local governments, industry, the State Government, the Australian Government and others (e.g. community groups).

Funding for construction projects will be prioritised.

Key Dates

- Expression of Interest close 30 August 2019
- Business case application closes 27 November 2019
- Successful projects announced from 13 December 2019
- Construction to commence on or before 30 April 2020.

1. The Big Rig Oil, Gas and Energy Project – Stage 1b and c

- The EOI was submitted requesting funding of \$1,638,650 (inc 15% contingency). This figure may change if the zip line is removed.
- This includes soft infrastructure for the tower and elevator (projectors, server), tree walk (adventure platform), night show (projectors, server) and additional funding for zip line.
- Includes car park and roads upgrade and entry on the EASTERN side (near Warrego Highway)

2. Stables at Bassett Park

- The EOI was submitted to construct 42 new racing stables at Bassett Park, plus tack/feed rooms, and demolish the old stables.
- Costing for the project was estimated at \$546,300, with the Turf Club confirming a contribution of \$80,000.
- This project would be able to demonstrate jobs and economic growth.

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)

Applications need to be compliant with the Building our Regions program guidelines in terms of budget, construction time-frames, selection criteria and submission dates.

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)

- Manager Economic and Community Development
- Regional Tourism Development Coordinator
- Manager, Program & Contract Management.
- Manager, Facilities
- Regional Sport & Recreation Coordinator
- Lead Infrastructure Program Funding, Budget Coordination Officer.
- Director Development, Facilities and Environmental Services
- Katrina Marsh – Department of State Development Building our Regions guidelines.

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)

Queensland Government's Building our Regions program Round Five.

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?

These projects are not expected to impact the 2019/20 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)

The projects are not expected to impact future budgets, however, additional funds may have to be found if projects exceed budget.

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)

Visit Roma

Trainers at Bassett Park

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 budget over-runs – Bassett Park.	Currently, the Turf Club are contributing \$80,000 to the project and Council is not making any contribution. There is a risk that if the project exceeds budget, Council will be asked to contribute.
Risk of budget over-runs – The Big Rig.	Currently, Council are not contributing to the project, but may have to find funds in future budgets if the project exceeds the estimated budget.

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 proceed with this second stage of the application 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:

1. Submit business case applications under the Queensland Government *Building our Regions* program – Round Five for the following projects:
 - a) The Big Rig Oil, Gas and Energy Project – Stage 1b and c;
 - b) Stables at Bassett Park.
2. Note that construction is required to commence before 30 April 2020.

3. Authorise the Chief Executive Officer, or delegate, to sign funding agreement/s if required for any successful applications.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 2: Delivering strong financial management

2.1 Plan for our region's financial future

2.1.1 Consider both the short-term and longer term financial impacts of Council's policy development and decisions, on behalf of current and future residents.

Supporting Documentation:

Nil.

Report authorised by:

Manager - Economic & Community Development

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

COUNCILLOR REQUEST FOR AN AGENDA REPORT

Meeting: General 13 November 2019

Date: 7 November 2019

Item Number: 16.1

File Number: D19/103724

SUBJECT HEADING: Maranoa Region - Home Owner Grant Scheme

Classification: Open Access

Executive Summary:

The Maranoa region is experiencing a steady population decline from 13,066 in 2011 to 12,666 at the 2016 census. Over the same period the regions dwellings have increased by approximately 380.

This project seeks to identify initiatives to promote and encourage local home ownership within the Maranoa region to increase the number of local residents, thus securing the future viability and sustainability of the Maranoa region.

The Maranoa Regional Council has an opportunity to leverage external funding resources to:

- (a) encourage existing local residents to purchase homes within the Maranoa through assistance and incentives measures,
- (b) Encourage migration to the Maranoa by incentivising local home ownership
- (c) Provide assistance to first home buyers to purchase homes within the Maranoa region

Councillor's Recommendation:

That a report be drafted and tabled at a future council meeting, with the finer details and costs associated with the implementation and delivery of a Maranoa Region Home owner grant scheme.

Details of Requested Agenda Report:

BACKGROUND

It was identified during the 2016 Census that the resident population of the Maranoa Region has declined from 13,076 in 2011, down to 12,666 in 2016. Over this time period the number of private dwellings increased by 384. SQM research reports 474 houses for sale in Roma as at June 2019.

The Maranoa region currently holds an unemployment rate of 4.4%, while Queensland currently sits at 6.1%, and Australian unemployment rate is 5.2%. Anecdotally, locally based businesses report significant challenges regarding staffing attraction, which is impacting on business productivity.

It is a priority for the Maranoa to increase the number of local residents to ensure the long term viability of the region. Should resident attraction not be addressed, the region will suffer from future challenges including:

- aging workforce
- aging residents

- decline in economic activity and regional productivity
- decline in school student enrolments
- reduction in services
- Requirement for further government support to deliver services

This project seeks to identify initiatives to promote and encourage local home ownership within the Maranoa region to increase the number of local residents, thus securing the future viability and sustainability of the Maranoa region.

OBJECTIVES

1. Encourage existing local residents to purchase homes within the Maranoa through assistance and incentives measures
2. Encourage migration to the Maranoa by incentivising local home ownership
3. Provide assistance to first home buyers to purchase homes within the Maranoa region

SUITE OF INITIATIVES

1. Maranoa Home Ownership Scheme – First Home Owners only
2. Scheme to top up deposits of first-time buyers trying to buy a home in the Maranoa.

Options include:

- Fixed value
- % of purchase price (capped at fixed value)
- New resident ownership scheme
- Provide concessions to owners (who may have previously owned outside the Maranoa) but are purchasing their first home within the Maranoa. Options include:
 - Discount in rates
 - Support for stamp duty

FUNDING CONSIDERATION

Funding options to explore:

- Industry investment
- Council investment from seizure and sale of non-payment of rates
- State Government investment
- Other funding grants e.g. Building Better Regions, Building our Regions

Other funding considerations

- Program administration costs

RISKS

- Increase housing supply
- Will need a mechanism to ensure that funds are not used for new homes
- Investors purchasing
- Must be owner occupied. Will need evidence of occupation.
- Rorting of system
- Must have mechanisms in place to ensure owner occupied – phone / internet bills in owner name, electricity and gas bills etc.
- Audits to be conducted.
- Over subscription of program
- Limited funds.

MEASURES OF SUCCESS

- Increase in home ownership in the Maranoa
- Increase in residents in the Maranoa

Supporting Documentation:

Nil

COUNCILLOR REQUEST FOR AN AGENDA REPORT

Meeting: General 13 November 2019

Date: 7 November 2019

Item Number: 16.2

File Number: D19/103735

SUBJECT HEADING: Red Rose Foundation - Red bench Initiative

Classification: Open Access

Executive Summary:

The Red Rose Foundation actively works to end domestic and family violence related deaths in Australia including homicide, suicide and accidental deaths that arise from incidents and or/histories of domestic violence.

Councillor's Recommendation:

Details of Requested Agenda Report:

1. Identify 6 locations across the region to either install or update an existing council bench
2. Estimate the cost associated with either a new install or painting existing bench

At the recent annual convention of the Local Government Association of Queensland delegates had the opportunity to hear from the Red Rose Foundation and the works they support.

Local Governments have an opportunity to get behind this initiative of ending domestic violence in our communities and either installing or painting an existing bench will illustrate that our community does not stand for domestic violence.

From the Red Rose Foundation website:

The Red Rose Foundation acknowledges that domestic violence related deaths have many predictive elements and are largely considered preventable.

The Red Rose Foundation actively works to end domestic and family violence related deaths in Australia including homicide, suicide and accidental deaths that arise from incidents and or/histories of domestic violence.

Membership of the Board of Red Rose Foundation is comprised of service providers, academics, researchers, police, business and individuals who are concerned that more can be done to prevent such deaths occurring.

Importantly, the Red Rose Foundation will, at all times, include those who have either survived an attempt on their lives or who have had their lives impacted by homicide or other fatal domestic violence.

The Red Rose Foundation maintains strong links both nationally and internationally with individuals and groups who also work towards eliminating domestic and family violence related deaths.

Supporting Documentation:

Nil

COUNCILLOR REQUEST FOR AN AGENDA REPORT

Meeting: General 13 November 2019

Date: 7 November 2019

Item Number: 16.3

File Number: D19/103748

SUBJECT HEADING: Qantas Group Pilot Academy

Classification: Open Access

Executive Summary:

The establishment of a pilot training academy at the Brisbane West Wellcamp Airport on the Darling Downs opens up unique opportunities for airfields that can accommodate varying plane sizes. The investment of the Roma airport should be further realized in promoting to Qantas trainers what we have to offer in terms of our airport.

Councillor's Recommendation:

That a report be drafted and tabled at the next council meeting showcasing how best to highlight the benefits of Roma as a satellite airport for pilot training.

Details of Requested Agenda Report:

Qantas' announcement of building their pilot training academy the Brisbane West Wellcamp Airport is an exciting opportunity for Toowoomba and the broader South West.

Roma is geographical in a prime location to be considered as a satellite training airport and council should advocate for this to ensure our region is considered in any training plans developed.

Roma airport has located Private Pilot license training businesses over the years with some training still occurring at the facility.

Supporting Documentation:

Nil