

BUSINESS PAPER

General Meeting

Wednesday 12 February 2020

Roma Administration Centre

NOTICE OF MEETING

Date: 7 February 2020

Mayor: Councillor T D Golder

Deputy Mayor: Councillor J L Chambers

Councillors: 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 **February 12, 2020 at 9.00AM**.

Julie Reitano

Chief Executive Officer

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Status Reports

Next General Meeting

To be held at the Roma Administration Centre on 26 February 2020.

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.

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C Confidential Items

C.1 Application Rates Payment Arrangement - Assessment 14507479 Classification: Closed Access

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

C.2 Write off legal fees

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.3 November 2019 - Monthly Business Unit Report - Airports

Classification: Closed Access

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

C.4 Excess Animal Application 2019-73 - Excess Dog

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 Tender 20018 Register of Pre-Qualified Suppliers for Vegetation Management Services (Including Ground Maintenance).

Classification: Closed Access

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

C.6 Injune Lettable Space - Grease Trap

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.7 Outstanding Rates and Charges Monthly Update - January 2020 Classification: Closed Access

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

C.8 Amendment to Easement - Lot 71 on SP284884

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 Request for Stairs - Roma Livestock Agents Association - Roma Saleyards

Classification: Closed Access

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

C.10 Tender 20016 Minor Works Evaluation Report

Classification: Closed Access

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

C.11 2019-20 Capital Works Program - Amendment to Gas Odourant System Project

Classification: Closed Access

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

C.12 Request for Rates Concession - Assessment 13003405

Classification: Closed Access

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

C.13 Injune Caravan Park Lease Arrangements

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.14 Tender 20015 Register of Pre-Qualified Suppliers for Traffic Management Services

Classification: Closed Access

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

C.15 Request for Fee Waiver at Bassett Park

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 Amendments to the Organisational Structure

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 Mobile Container Collection Points

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.18 Roma Community Hub - Request to tenant

Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests

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of the local government or someone else, or enable a person to gain a financial advantage.

C.19 Water and Sewerage Advisory Group Meeting - 29 January 2020 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.20 Council Publication - Extension of Bottle Tree Bulletin Contract Classification: Closed Access

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

C.21 Commencement of legal proceedings - Natural Gas Classification: Closed Access

Local Government Regulation 2012 Section 275(f) (h) starting or defending legal proceedings involving the local government; AND 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 24 JANUARY 2020 COMMENCING AT 9.00AM

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, Chief Executive Officer – Julie Reitano, and Minutes Officer – Lauren Owen in attendance.

AS REQUIRED

Deputy Chief Executive Officer/Director Development, Facilities & Environmental Services – Rob Hayward, Director Corporate, Community & Commercial Services – Sharon Frank, Manager Facilities (Land, Buildings & Structures) – Tanya Mansfield, Manager Water, Sewerage & Gas – Graham Sweetlove, Manager Airports (Roma, Injune, Surat, Mitchell) – Ben Stewart, Manager, Maintenance Delivery & Works – Stephen Scott, Deputy Director Infrastructure Services / Strategic Road Management – Cameron Hoffmann, Manager Environment, Health, Waste & Rural Land Services – Kay Crosby, Lead Town Planner – Christopher Tickner and Manager Economic & Community Development – Ed Sims.

GUESTS

There were no guests in attendance at the meeting.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.07am.

APOLOGIES

Resolution	No.	GM/01	2020/10

Moved Cr O'Neil

Seconded Cr Newman

That apologies be received and leave of absence granted for Cr. Stanford for this meeting.

CARRIED 8/0

CONFIRMATION OF MINUTES

Resolution No. GM/01.2020/11

Moved Cr McMullen

Seconded Cr Newman

That the minutes of the General Meeting (11.12.19) held on 11 December 2019 be confirmed.

CARRIED 8/0

Resolution No. GM/01.2020/12

Moved Cr O'Neil

Seconded Cr Schefe

That the minutes of the Special Meeting (01-07.01.20) held on 7 January 2020 be confirmed, including the voting numbers for resolution SM/01.2020/03 being amended to read 6/1 noting the updated copy had previously been circulated to Councillors.



Moved Cr Flynn

Seconded Cr McMullen

That the minutes of the Special Meeting (02-07.01.20) held on 7 January 2020 be confirmed, including the voting numbers for resolution SM/01.2020/09 being amended to read 7/1 noting the updated copy had previously been circulated to Councillors.

CARRIED 8/0

DECLARATION OF CONFLICTS OF INTEREST

- Cr. Schefe declared a 'Material Personal Interest' with the following item:
 - 12.2 Delegated Authority for the Chief Executive Officer to sign the Department of Transport and Main Roads (DTMR) Deed of Indemnity for the Renewal of the Water Main in George Street, Wallumbilla
 - due to him owning a rental house being leased to the Department of Transport and Main Roads.
- Cr. Schefe foreshadowed that he would remove himself from discussions and decision on the abovementioned item.
- Cr. Chandler declared a 'Conflict of Interest' with the following item:
 - C.13 Request for support for a fundraising activity
 due to her being the Secretary of the Injune Community Development Association
- Cr. Chandler foreshadowed that she would remove herself from discussions and decision on the abovementioned item.
- Cr. Flynn declared a 'Material Personal Interest' (C.5) and 'Conflict of Interest' (C.6 and C.7) with the following items:
 - C.5 Qantas Resident Fare Sales
 - C.6 Activation of Contract Extension Term for Aviation Security Screening at Roma Airport
 - C.7 October 2019 Monthly Business Unit Report Airports
 - due to him being the owner of a business that has a contract with a major air service provider at the Roma Airport the first relating directly to his travel business.
- Cr. Flynn foreshadowed that he would remove himself from discussions and decisions on all of the abovementioned items.
- Cr. Flynn also declared a 'Conflict of Interest' with the following item:
 - C.26 Request from Easter in the Country
 due to him being Treasurer of the Easter in the Country committee.
- Cr. Flynn foreshadowed that he would remove himself from discussions and decisions on the abovementioned item.

The Chief Executive Officer foreshadowed that there was a late agenda for the meeting, and that Councillors should assess their need for declaring a 'Conflict of Interest' for items contained in the late open and closed agendas, which would be distributed during the meeting.



ON THE TABLE

There were no items for discussion on the table.

PRESENTATIONS/PETITIONS AND DEPUTATIONS

There were no presentations/petitions or deputations at the meeting.

CONSIDERATION OF NOTICES OF BUSINESS

There were no notices of business for consideration.

There were no notices of motion for consideration.

BUSINESS

OFFICE OF THE CEO

Item Number: 10.1 File Number: D20/2890

SUBJECT HEADING: EXPRESSIONS OF INTEREST - PARTICIPATION IN THE

COOPERATIVE RESEARCH CENTRE (CRC) LONGEVITY

PROGRAM

Officer's Title: Customer Service Officer

Executive Summary:

Council received correspondence with information pertaining to the Cooperative Research Centre's new initiative and interest in participation in the program.

Resolution No. GM/01.2020/14

Moved Cr Newman

Seconded Cr Golder

That Council approve the attendance of a staff member at the Cooperative Research Centre (CRC) Longevity Program workshop to be held on 10 February 2020.

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

Responsible Officer	Manager Economic and Community Development / Customer Service Officer
	(Office of the Mayor / CEO)

CORPORATE, COMMUNITY & COMMERCIAL SERVICES



Item Number: 11.1 File Number: D20/2328

SUBJECT HEADING: RESULTS OF SELECTIVE INSPECTION PROGRAM 2019

Officer's Title: Manager - Community Services

Executive Summary:

Between 2 September and 29 November 2019 Community Safety Officers inspected a total of 272 properties as part of a Council approved Selective Inspection Program assessing compliance with dog registration and regulated dog provisions.

At the conclusion of the program 182 properties were compliant, and 90 were deemed as non-compliant, meaning that dog registration had not been received by the end of the program. A total of 78 infringement notices for unregistered dogs were issued during this period.

The program was very successful with Council processing 457 dog registrations during the term of the three month program. At conclusion of the program the number of dogs registered within the Maranoa Regional Council local government area increased by twenty seven per cent (27%).

Resolution No. GM/01.2020/15

Moved Cr Chandler Seconded Cr Chambers

That the report be received and contents noted.

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. O'Neil	
Cr. Schefe	

Responsible Officer Manager - Community Services

Item Number: 11.2 File Number: D20/3430

SUBJECT HEADING: INVESTMENT REPORT FOR THE MONTH ENDED 30

NOVEMBER 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 November 2019.

Moved Cr Chambers Seconded Cr Newman

That the Investment Report as at 30 November 2019 be received and noted.

NO VOTE TAKEN

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



Moved Cr O'Neil Seconded Cr Newman

That:

- 1. The Investment Report as at 30 November 2019 be received and noted.
- 2. Council write to the major banking institutions that have branches in town and ask them to provide details as to what capacity they have and skills locally to be able to provide the services that the Mayor seeks them to provide.

MOTION LOST 3/4

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

Resolution No. GM/01.2020/16

Moved Cr Chambers

Seconded Cr Newman

That the Investment Report as at 30 November 2019 be received and noted.

CARRIED 6/2

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	

Responsible Officer Contractor - Finance Systems Support

Item Number: 11.3 File Number: D20/3521

SUBJECT HEADING: MONTHLY FINANCIAL REPORT FOR THE MONTH OF

NOVEMBER 2019

Officer's Title: Chief Executive Officer

Contractor - Finance Systems Support

Executive Summary:

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

Resolution No. GM/01.2020/17

Moved Cr Chambers

Seconded Cr Schefe

That the monthly financial report for the period ending 30 November 2019 be received and noted.

CARRIED 8/0

Responsible Officer Chief Executive Officer

INFRASTRUCTURE SERVICES



Item Number: 12.1 File Number: D19/125471

SUBJECT HEADING: ANALYSIS OF WATER METER OUTCOMES

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

Executive Summary:

At its meeting on 26 June 2019 (GM/06.2019/118) Council resolved that correspondence be sent to all water customers requesting that they review the size of their water meter. They further resolved that a report be presented to Council on the outcome of the meter review. This report provided details on this outcome.

Resolution No. GM/01.2020/18

Moved Cr Schefe Seconded Cr Newman

That Council receive and note the contents of this report.

CARRIED 8/0

Responsible Officer Manager - Water, Sewerage & Gas

Cr. Schefe, having previously foreshadowed a 'Conflict of Interest' in the following item for reasons stated under the Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the meeting at 9.30am, taking no part in discussions and debate on the matter.

Item Number: 12.2 File Number: D19/125522

SUBJECT HEADING: DELEGATED AUTHORITY FOR THE CHIEF EXECUTIVE

OFFICER TO SIGN THE DEPARTMENT OF TRANSPORT AND MAIN ROADS DEED OF INDEMNITY FOR THE RENEWAL OF THE WATER MAIN IN GEORGE STREET,

WALLUMBILLA

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

Executive Summary:

Council has a requirement to apply to the Department of Transport and Main Roads for a permit to renew the water main in their road reserve on George Street, Wallumbilla. The Department of Transport and Main Roads requires Council to sign a Deed of Indemnity for these works to be undertaken.

Resolution No. GM/01.2020/19

Moved Cr O'Neil Seconded Cr Newman

That Council authorise the Chief Executive Officer or delegate to sign the Deed of Indemnity, to Department of Transport and Main Roads, for the renewal of the water main on George Street, Wallumbilla.

CARRIED 7/0

Responsible Officer Manager - Water, Sewerage & Gas

At cessation of discussion and debate on the abovementioned item, Cr. Schefe returned to the Chamber at 9.31am.



Item Number: 12.3 File Number: D19/125735

SUBJECT HEADING: ASSET MANAGEMENT PLAN - WATER NETWORK,

REVISION 3 - NOVEMBER 2019

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

Executive Summary:

Council is responsible for the management of 268 kilometres of water main and associated infrastructure with a replacement value of \$79,566,375. The development of a 10 year asset management plan provides direction and aids in ensuring that services are provided in a financially sustainable manner.

This revision provides more accurate renewal data and updates the capital upgrades required. It also incorporates the Mitchell Water Strategy and the reservoir cleaning schedule.

Resolution No. GM/01.2020/20

Moved Cr O'Neil

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

CARRIED 8/0

Item Number: 12.4 File Number: D20/3186

SUBJECT HEADING: SURAT WATER RESTRICTIONS 2020

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

Executive Summary:

Surat has a dual water supply system with potable and raw water. The volume available for use is determined by the allocation and the level of the river. Water restrictions are currently in place, however the level of the river is currently low and requires further restrictions to be introduced.

Resolution No. GM/01.2020/21

Moved Cr Schefe Seconded Cr Newman

That Council:

- 1. Receive and note the information contained in the report in relation to Surat water consumption.
- 2. Approve further restrictions, removing all watering for Mondays, commencing Monday, 3 February 2020.
- 3. Inform the Surat community of this restriction through a letter drop through the Surat Post Office.
- 4. Approve removing access to the Surat Standpipe.
- 5. Authorise the lifting of these restrictions once the river reaches the top of the weir.

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. O'Neil	
Cr. Schefe	

DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES

Item Number: 13.1 File Number: D20/80

SUBJECT HEADING: REGIONAL POOL REPORT NOVEMBER 2019

Officer's Title: Administration Officer - Council Building & Structures

Executive Summary:

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

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

Reports presented for the month of November 2019 included Injune Pool, Wallumbilla Pool, Surat Pool, Mitchell Pool, Roma Pool and The Great Artesian Spa.

Resolution No. GM/01.2020/22

Moved Cr Flynn

Seconded Cr Chandler

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

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. O'Neil	
Cr. Schefe	

Responsible Officer	Administration Officer - Council Building &
	Structures



Item Number: 13.2 File Number: D20/3129

SUBJECT HEADING: REGIONAL POOL REPORT FOR DECEMBER 2019

Officer's Title: Administration Officer - Council Building & Structures

Executive Summary:

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

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

Reports presented for the month of December 2019 included Injune Pool, Wallumbilla Pool, Surat Pool, Mitchell Pool, Roma Pool and The Great Artesian Spa.

Resolution No. GM/01.2020/23

Moved Cr O'Neil

Seconded Cr Flynn

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

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. O'Neil	
Cr. Schefe	

Responsible Officer	Administration Officer - Council Building &
	Structures

COUNCILLOR BUSINESS

Item Number: 14.1 File Number: D20/3824

SUBJECT HEADING: NAMING OF ROMA SALEYARDS INTERPRETIVE

CENTRE

Councillor's Title: Cr. Puddy Chandler

Executive Summary:

The suggestion was made to come up with a shorter, more meaningful name for the new Interpretive Centre at Roma Saleyards.



Moved Cr Chandler

Seconded Cr O'Neil

That a report be prepared for an upcoming Council meeting with regard to naming the Roma Saleyards Interpretive Centre which includes a strategy seeking community input through a number of avenues.

CARRIED 8/0

Responsible Officer

Lead Corporate Communications and Design
Officer / Regional Tourism Development
Coordinator

CONFIDENTIAL ITEMS

Item Number: C.1 File Number: D19/128289

SUBJECT HEADING: ROMA CULTURAL CENTRE STAGE CURTAINS AND

REGIONAL HALL FIRE RETARDANT TREATMENT

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

Executive Summary:

Council provides community halls for the use of residents and visitors in the Maranoa region. The Roma Cultural Centre Auditorium, Mitchell Hall, Surat Hall, Wallumbilla Hall and Injune Hall are fitted with stage curtains for use during theatrical performances and these curtains all require regular maintenance to ensure compliance with Australian Standards and fire safety requirements.

Council also received a request from Roma Performing Arts to upgrade curtains in the Auditorium at the Roma Cultural Centre to improve daytime matinee performances.

Resolution No. GM/01.2020/25

Moved Cr Chambers

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

CARRIED 8/0

Item Number: C.2 File Number: D19/123384

SUBJECT HEADING: AMBY WATER, RESIDENTS SURVEY RESULTS

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

Executive Summary:

At its meeting on 13 November (GM/11.2019/09) Council resolved:

That preliminary feedback be sought from the Amby community in response to potential water treatment options identified.

A survey was sent out to all residents on the Council water supply and the deadline for receiving these back has passed. This report summarised the findings from this survey.

Resolution No. GM/01.2020/26

Moved Cr Schefe Seconded Cr Chambers

That Council:

1. Note the contents of this report.



2. Obtain further costings for other solutions.

3. Arrange a public consultation session with the Amby community.

CARRIED 8/0

Responsible Officer Manager - Water, Sewerage & Gas

Item Number: C.3 File Number: D19/108389

SUBJECT HEADING: RECOMMENDATION TO PROCURE THREE (3) DAY CAB

PRIME MOVERS

Officer's Title: Operations Manager - Plant, Fleet & Workshops

Executive Summary:

This report evaluated quotations received for the supply and delivery of three replacement Day Cab Prime Movers.

Resolution No. GM/01.2020/27

Moved Cr McMullen Seconded Cr Chambers

That Council:

- 1. Select PACCAR Australia Pty. Ltd. as the recommended supplier for the supply of three (3) Kenworth T659 Prime Movers for a total purchase price of \$1,077,169.50 including GST, (excluding statutory registration costs), pursuant to section 234 of the Local Government Regulation 2012 Exception for LGA arrangement.
- 2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with PACCAR Australia's agent Brown & Hurley Group and raise purchase orders if the final terms are acceptable.
- 3. Note that funding is available within the Plant capital budget to fund the purchase.

CARRIED 8/0

Responsible Officer	Operations Manager - Plant, Fleet &
	Workshops

Item Number: C.4 File Number: D19/115796

SUBJECT HEADING: OUTSTANDING RATES AND CHARGES MONTHLY

UPDATE - DECEMBER 2019

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/01.2020/28

Moved Cr Chambers Seconded Cr Chandler

That Council receive and note the officer's report as presented.

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. O'Neil	
Cr. Schefe	

Responsible Officer

Rates and Utilities Billing Officer

Cr. Flynn, having previously foreshadowed a 'Material Personal Interest' in the following item for reasons stated under the Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the meeting at 10.06am, taking no part in discussions and debate on the matters.

Item Number: C.5 File Number: D19/120356

SUBJECT HEADING: QANTAS RESIDENT FARE SALES

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

Executive Summary:

Council at its meeting of 13 November 2019 resolved that a report be prepared for an upcoming Council meeting regarding the sale fares advertised by Qantas.

This report provided background information to Council regarding the fare structures and commercial nature of the arrangements in place.

Moved Cr Golder

Seconded Cr McMullen

That a letter be done up from the Mayor and circulated to all Councillors with only positive reinforcement of how important it is to have a local agent to sell residents' fares and a local agent that employs local people in our community supporting residents of all ages who do not have the ability to purchase tickets online.

NO VOTE TAKEN

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

Resolution No. GM/01.2020/29

Moved Cr Golder

Seconded Cr McMullen

That:

- 1. A letter be drafted from the Mayor, with only positive reinforcement of how important it is to have a local agent to sell residents' fares and a local agent that employs local people in our community supporting residents of all ages who do not have the ability to purchase tickets online.
- 2. Council write to the Minister for Transport, Opposition Minister for Transport and Member for Warrego highlighting the advantages of resident fares and these being sold via local travel agents and the economic benefits that provides in supporting local businesses.



- 3. Council write to the Murweh, Blackall, Tambo, Barcaldine and Longreach Councils seeking support to provide a coordinated approach in ensuring resident fares are maintained as part of the next contract of regulated air transport to regional Queensland communities.
- 4. The letters be circulated to all Councillors, with the exception of Councillor Flynn, for approval prior to being sent.

CARRIED 7/0

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

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

(e) contracts proposed to be made by it;

Resolution No. GM/01.2020/30

Moved Cr O'Neil Seconded Cr Chambers

That Council close the meeting to the public at 10.22am.

CARRIED 7/0

Resolution No. GM/01.2020/31

Moved Cr Chambers Seconded Cr McMullen

That Council open the meeting to the public at 10.28am.

CARRIED 7/0

Item Number: C.6 File Number: D19/120471

SUBJECT HEADING: ACTIVATION OF CONTRACT EXTENSION TERM FOR AVIATION SECURITY SCREENING AT ROMA AIRPORT

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

Executive Summary:

On 7 March 2018 and 8 August 2019 Council awarded the tender for Aviation Security Screening Services to MSS Security Pty Ltd and accepted the schedule of rates for the services. This agreement was for a term of two years with 2 x 1 year extension options.

This report sought Council's approval to activate the extension options in the agreement for MSS Security Pty Ltd.

Resolution No. GM/01.2020/32

Moved Cr O'Neil Seconded Cr Newman

That Council:

1. Approve the first extension option of the Aviation Security Screening Services Agreement (between MSS Security Pty Ltd and the Maranoa Regional Council) until 16 April 2021, noting that any subsequent extension (if approved) is facilitated via the provisions contained within the agreement, namely clauses 3.4 and 3.5.



2. Authorise the Chief Executive Officer to provide written correspondence to MSS Security Pty Ltd, signalling Council's intent to extend the Agreement.

CARRIED 7/0

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

Item Number: C.7 File Number: D19/122220

SUBJECT HEADING: OCTOBER 2019 - MONTHLY BUSINESS UNIT REPORT -

AIRPORTS

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

Executive Summary:

This monthly report was presented to Council to provide a summary of the performance of Council's Airports (Roma, Injune, Surat & Mitchell) over the past month and year to date. The information in this report aimed to review the month's activities, give an overview of financial performance and bring to Council's attention any emerging issues.

Resolution No. GM/01.2020/33

Moved Cr O'Neil Seconded Cr Schefe

That Council receive and note the officer's report as presented.

CARRIED 7/0

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

At cessation of discussion and debate on the abovementioned items, Cr. Flynn returned to the Chamber at 10.30am.

Item Number: C.8 File Number: D19/124017

SUBJECT HEADING: REQUEST FOR SOLE SUPPLIER STATUS

Officer's Title: Manager - Procurement & Plant

Executive Summary:

Council's sewerage network uses a specific brand of controllers at sewage pump stations throughout the network. These controllers manage the operation of the pump station, switching pumps on and off as required and producing alarms if there are issues, as well as a log of all activities. When connected to the SCADA system, the controllers will send all of this data to the main station allowing constant monitoring as well review of historical data. The SCADA connection will also allow control over-rides remotely.

These controllers are proprietary technology patented and owned by one supplier. These controllers are considered technologically superior in their capability as well as their simplicity of use and are used by many councils in Australia. The use of this technology also creates a conformance throughout the network for use, repair and replacement.

Resolution No. GM/01.2020/34

Moved Cr Schefe

Seconded Cr Newman

That Council approve sole supplier status under section 235 of the *Local Government Regulation 2012* to Xylem Australia for the supply, installation and maintenance of MultiSmart controllers to Council's SCADA system.



CARRIED 8/0

Responsible Officer Manager - Procurement & Plant

Item Number: C.9 File Number: D20/938

SUBJECT HEADING: REQUEST TO REDUCE INVOICES - SPELLING - CATTLE

FEE AT ROMA SALEYARDS

Officer's Title: Lead Accounts Processing Officer-System Administrator

Executive Summary:

Council received correspondence from a debtor who had cattle spelled at Roma Saleyards in September 2019. The debtor requested some reduction to their spelling charges due to their current circumstances.

Resolution No. GM/01.2020/35

Moved Cr Chandler Seconded Cr McMullen

That Council reduce the Spelling – Cattle Fee for the debtor to \$2.10 including GST per head per day or part thereof for invoices 48241 & 48334.

CARRIED 8/0

Responsible Officer	Lead Accounts Processing Officer-System
	Administrator

Item Number: C.10 File Number: D20/1536

SUBJECT HEADING: INJUNE CARAVAN PARK LEASE ARRANGEMENTS

Officer's Title: Land Administration Officer

Executive Summary:

Councils owns the Injune Caravan Park and has a current lease in respect to the property. Discussions have been held with the tenant in regard to the lease.

Resolution No. GM/01.2020/36

Moved Cr McMullen Seconded Cr Schefe

The Council:

- 1. On the basis that the current tenant for the Injune caravan park has not exercised its option to renew the existing lease, not grant to the tenant any further lease or other rights to occupy or manage the Injune Caravan Park after the expiry of the current lease term on 25 March 2020.
- 2. Delegate to the Chief Executive Officer, under section 257(1)(b) of the *Local Government Act 2009*, the authority to finalise arrangements with the current Tenant for the vacation of the Injune Caravan Park premises.
- 3. Invite written tenders for the lease and management of the Injune Caravan Park premises following the expiry of the term of the current lease.

Responsible Officer	Land Administration Officer



Item Number: C.11 File Number: D20/3427

SUBJECT HEADING: SURVEY COSTS - CONVERSION OF TENURE - LOT 3 ON

BDR91

Officer's Title: Land Administration Officer

Executive Summary:

At its General Meeting on 13 July 2016, Council considered an application for conversion over (GHPL) 36/8004 being Lot 3 on BDR9 to freehold tenure. Council subsequently agreed to offer no objection to the proposal and agreed to contribute towards costs associated with the survey required to establish the boundaries of the land parcels in order to protect Council infrastructure located on the land (Resolution No. GM/07.2016/17).

The landholder has now supplied Council with an invoice showing apportionment of costs in relation to survey fees.

Resolution No. GM/01.2020/37

Moved Cr Chambers

Seconded Cr McMullen

That in accordance with resolution GM/07.2016/17, Council reimburse the land holder \$15,750 + GST for costs associated with completing survey work to establish road reserves to encase existing roads within Lot 3 on BDR9.

CARRIED 8/0

Responsible Officer Land Administration Officer

Item Number: C.12 File Number: D20/1521

SUBJECT HEADING: KEEP MARANOA BEAUTIFUL - FUNDING ALLOCATION

Officer's Title: Lead Environmental Health & Waste Officer

Executive Summary:

The Keep Maranoa Beautiful town clean-up program is an annual activity that is carried out before Easter each year. Funding of this annual program has not been included in the 2019/20 budget. As such, funds are to be reallocated within the existing budget constraints.

Resolution No. GM/01.2020/38

Moved Cr McMullen

Seconded Cr Flynn

That Council approve the transfer of \$85,000 plus costs associated with the waste levy for the Keep Maranoa Beautiful town clean-up for 2020 from the following work order numbers:

W20120.2273 - Waste Levy Household - \$76,500 W11472.2164 - Container for Change - \$8,500

CARRIED 8/0

Responsible Officer

Lead Environmental Health & Waste Officer

Cr. Chandler, having previously foreshadowed a 'Conflict of Interest' in the following item for reasons stated under the Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the meeting at 10.36am, taking no part in discussions and debate on the matter.



Item Number: C.13 File Number: D20/1667

SUBJECT HEADING: REQUEST FOR SUPPORT FOR A FUNDRAISING

ACTIVITY

Officer's Title: Local Development Officer - Injune

Executive Summary:

Organisers of the fundraiser have requested support from Council during the 2020 event.

Resolution No. GM/01.2020/39

Moved Cr Newman

Seconded Cr Flynn

That Council:

- 1. Support the request from the organisers of the fundraiser for the 2020 event.
- 2. Provide assistance with referrals for local support and services.
- 3. Uphold confidentiality of the request.

CARRIED 7/0

Responsible Officer

Local Development Officer - Injune

At cessation of discussion and debate on the abovementioned item, Cr. Chandler returned to the Chamber at 10.37am.

Item Number: C.14 File Number: D20/2449

SUBJECT HEADING: REQUEST FOR UPGRADE TO FOUR GRID APPROACHES

Location: Womblebank Gap Road and Mt Moffatt Road

Officer's Title: Manager - Maintenance Delivery & Works

Executive Summary:

This report sought approval to undertake a detailed design and cost estimate to upgrade the approaches to four grids located on Womblebank Gap Road and Mt Moffatt Road. This request is further to a previous report tabled at the Council meeting held on 13 March 2019 in regards to a request for a cost sharing arrangement with the applicant.

Moved Cr Mayor

No Seconder

That Council consider speaking to the landowner in question about the ability for Council to look at these major works to be done in a larger overall scheme of what we would be looking at doing in the future to the said roads, so as to give a more beneficial request for which the landowner has asked for as the landowner does live on the road. And also do it in a cost effective way because it is planned.

And in the clarification with the landowner, is it an urgent need for the landowner to get this work done or could it be considered in the next budget for a better result all round?

NO VOTE TAKEN

No vote was taken on the draft motion at that time, with Cr. McMullen indicating he would second the motion, subject to an amendment. Discussion ensued after which the following procedural motion was put.



Moved Cr O'Neil

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

CARRIED 6/2

Item Number: C.15 File Number: D20/2455

SUBJECT HEADING: RED ROSE FOUNDATION - RED BENCH INITIATIVE

Officer's Title: Manager - Maintenance Delivery & Works

Executive Summary:

A report was tabled at a previous meeting held on 13 November 2019 in regards to the Red Rose Foundation initiative. This initiative actively works to end domestic violence and family violence related deaths in Australia. This report provided further information in regards to Council supporting this initiative by installing or painting an existing bench red in each township in the region.

Resolution No. GM/01.2020/41

Moved Cr O'Neil

Seconded Cr Chandler

That Council:

- 1. Approve installation of 1 only (Seat Parkway) 1800mm signal red powder coated bench seats with (Planks) red powder coated flange mount legs (bolts included) and Installation site cost \$2,500 to be installed at the Big Rig Parklands in Roma.
- 2. Include consideration of the installation of additional benches across the Maranoa in future budget deliberations.

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

Responsible Officer Manager - Maintenance Delivery & Works

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

(c) the local government budget;

Resolution No. GM/01.2020/42

Moved Cr McMullen

Seconded Cr Chandler

That Council close the meeting to the public at 10.50am.

CARRIED

8/0



Moved Cr O'Neil Seconded Cr Flynn

That Council open the meeting to the public at 11.04am.

CARRIED 8/0

Item Number: C.14 File Number: D20/2449

SUBJECT HEADING: REQUEST FOR UPGRADE TO FOUR GRID APPROACHES

Location: Womblebank Gap Road and Mt Moffatt Road

Officer's Title: Manager - Maintenance Delivery & Works

Executive Summary:

This report sought approval to undertake a detailed design and cost estimate to upgrade the approaches to four grids located on Womblebank Gap Road and Mt Moffatt Road. This request is further to a previous report tabled at the Council meeting held on 13 March 2019 in regards to a request for a cost sharing arrangement with the applicant.

Moved Cr Golder No Seconder

That Council consider speaking to the landowner in question about the ability for Council to look at this major works to be done in a larger overall scheme of what we would be looking at doing in the future to the said roads, so as to give a more beneficial request for which the landowner has asked for as the landowner does live on the road. And also do it in a cost effective way because it is planned.

And in the clarification with the landowner, is it an urgent need for the landowner to get this work done or could it be considered in the next budget for a better result all round.

MOTION LAPSED (due to absence of a Seconder)

Cr. McMullen advised he would second the above motion, if the mover of the motion was agreeable to an amendment, as follows:

Moved Cr Golder Seconded Cr McMullen

1. That Council consider speaking to the landowner in question about the ability for Council to look at this major works to be done in a larger overall scheme of what we would be looking at doing in the future to the said roads, so as to give a more beneficial request for which the landowner has asked for as the landowner does live on the road. And also do it in a cost effective way because it is planned.

And in the clarification with the landowner, is it an urgent need for the landowner to get this work done or could it be considered in the next budget for a better result all round.

2. That Council be presented with a construction cost estimate at the Council Meeting held on 12 February 2020, for the installation of the four (4) grids, in accordance with Grids & Gates Policy and Council's standard works practices; and include in the estimate the costs associated with the installation of additional drainage works as requested by the landowner.

MOTION LOST 2/6

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

Moved Cr Chandler

Seconded Cr Newman

That Council be presented with a construction cost estimate at the Council Meeting, 12 February 2020, for the installation of the four (4) grids, having regard to the Grids & Gates Policy and Council's standard works practices; and include in the estimate the costs associated with the installation of additional drainage works as requested by the landowner, and upgrading three of the grids from singles to doubles.

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. O'Neil		
Cr. Schefe		

COUNCIL ADJOURNED THE MEETING

FOR MORNING TEA AT 11.20AM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 12.08PM

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

(c) the local government budget;

Resolution No. GM/01.2020/44		
Moved Cr O'Neil	Seconded Cr McMullen	
That Council close the meeting to the public at 12.09pm.		
CARRIED		8/0

Resolution No. GM/01.2020/45

Moved Cr O'Neil Seconded Cr McMullen

That Council open the meeting to the public at 12.23pm.



Item Number: C.16 File Number: D20/2550

SUBJECT HEADING: REPLACEMENT OF WOODEN STREET BLADES -

YULEBA

Officer's Title: Manager - Maintenance Delivery & Works

Executive Summary:

This report provided further information in regards to the replacement of the wooden street blades in Yuleba.

Resolution No. GM/01.2020/46

Moved Cr O'Neil

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

CARRIED 8/0

Item Number: C.17 File Number: D20/3632

SUBJECT HEADING: CONCERN FOR LACK OF SHADE - ROMA SALEYARDS

HOLDING PADDOCKS

Officer's Title: Manager - Saleyards

Executive Summary:

On 21 February 2019 Council received an email regarding concerns for the welfare of livestock in holding paddocks with no shade.

This report was presented to Council as on Wednesday 20 November 2019 a further email was received raising concerns due to the lack of shade in holding paddocks at Roma Saleyards.

Resolution No. GM/01.2020/47

Moved Cr O'Neil

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

CARRIED 8/0

Cr. O'Neil declared a potential 'Conflict of Interest' in the following item, due to him being the Chief Steward of the Home Brew section of the Roma Show, for which the applicant is an annual sponsor. Cr. O'Neil left the meeting at 12.28pm, taking no part in discussions and debate on the matter.

Item Number: C.18 File Number: D20/3242

SUBJECT HEADING: STORMWATER INVESTIGATION - CORNER OF BOWEN

AND WYNDHAM STREET, ROMA

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

Management

Executive Summary:

This report provided Council with an overview of the Stage 2 findings of the Bowen and Wyndham Street Stormwater investigation, including recommendations to proceed to the detailed design stage.



Moved Cr Newman

Seconded Cr McMullen

That Council note the findings of the Stage 2 - Stormwater Investigation into the Bowen and Wyndham Street system, and proceed to Detailed Design Stage to deliver Issued for Construction Drawings consistent with the Option 2 works.

CARRIED 7/0

Responsible Officer	Deputy Director Infrastructure
•	Services/Strategic Road Management

At cessation of discussion and debate on the abovementioned item, Cr. O'Neil returned to the Chamber at 12.29pm.

Item Number: C.19 File Number: D20/3400

SUBJECT HEADING: TENDER CN-12850 MRC - ASPHALT WORKS,

HAWTHORNE STREET, ROMA

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 asphalt rehabilitation and surfacing of Hawthorne Street, Roma – between McDowall Street and Bungil Street.

Responses were evaluated, and this report provided a summary of the analysis and recommendation for appointment.

Resolution No. GM/01.2020/49

Moved Cr Chambers

Seconded Cr Newman

That:

- 1. Council select Boral Resources (QLD) Pty Ltd as the recommended tenderer for Tender CN-12850_MRC Asphalt Works, Hawthorne Street, Roma.
- 2. Council authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Boral Resources (QLD) Pty Ltd, noting the tendered value of \$218,167.39 exclusive of GST and execute the contract if the final terms are acceptable.
- 3. Council delegate authority to the Chief Executive Officer, noting the Chief Executive Officer's intention that this will be subdelegated to the nominated Superintendent (for Council), to order variations up to the approved Project Budget to deliver the scope of work, noting the nature of the contract and the variability associated with the asphalt surfacing process.
- 4. Expenditure be assigned to the 2019/20 budget allocation for the Hawthorne Street Asphalt Rehabilitation and Surfacing Project.

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. O'Neil	
Cr. Schefe	

Responsible Officer	Deputy Director Infrastructure
	Services/Strategic Road Management

Item Number: C.20 File Number: D20/3551

SUBJECT HEADING: REQUEST FOR ADDITIONAL FINANCIAL ASSISTANCE -

ASSESSMENT 14029425

Officer's Title: Customer Service Officer

Executive Summary:

The applicant sought an extension of financial assistance towards water usage costs for a community organisation.

Moved Cr Golder No Seconder

That Council approve the request from Cities Rugby League Football Club that has been granted at the previous occasion so as to support the local sporting club which does an enormous amount in the community.

MOTION LAPSED (due to the absence of a Seconder)

Cr. McMullen advised he would second the above motion, if the mover of the motion was agreeable to an amendment, as follows:

Moved Cr Golder

Seconded Cr McMullen

That Council approve the request from Cities Rugby League Football Club that has been granted at the previous occasion, for the period from 1 January 2020 – 30 June 2020 (in its current budget), so as to support the local sporting club which does an enormous amount in the community.

NO VOTE TAKEN

No vote was taken on the draft motion at that time, with Cr. Golder proposing the following amendment:

Moved Cr Golder No Seconder

That Council:

- Sponsor the Cities Rugby League Football Club (CRLFC) for the full cost of their water usage for the period 1 January 2020 to 30 June 2020, as a community service obligation using GL 2887.2412.2132 to give Council and CRLFC further time to work in partnership on options for an alternative water source which will be of benefit to both parties and more cost effective into the future.
- 2. Be advised by CRLFC how Council's support for the Club has been acknowledged during the last calendar year.

MOTION LAPSED (due to absence of a Seconder)



The draft motion lapsed due to absence of a Seconder, with Cr. Newman proposing the following amendment:

Resolution No. GM/01.2020/50

Moved Cr Golder Seconded Cr Newman

That Council:

- 1. Sponsor the Cities Rugby League Football Club (CRLFC) for the full cost of their water usage for the period 1 January 2020 to 30 June 2020, up to a maximum of \$15,000, as a community service obligation using GL 2887.2412.2132 to give Council and CRLFC further time to work in partnership on options for an alternative water source which will be of benefit to both parties and more cost effective into the future.
- 2. Be advised by CRLFC how Council's support for the Club has been acknowledged during the last calendar year.

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

Responsible Officer

Rates and Utilities Billing Officer

COUNCIL ADJOURNED THE MEETING

FOR LUNCH AT 12.43PM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS

COUNCIL RESUMED THE MEETING AT 1.28PM

Item Number: C.21 File Number: D20/3332

SUBJECT HEADING: LIVESTOCK WANDERING ON PUBLIC LAND -

WALLUMBILLA AREA

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

Executive Summary:

Further information was provided to Council in relation to resolution GM/12.2019/84 regarding continuing instances of livestock wandering on public land in the Wallumbilla area and how Council should proceed with the matter.

Resolution No. GM/01.2020/51

Moved Cr Chambers

Seconded Cr McMullen

That Council receive the officer's report as presented and note the intention for an Authorised Person to issue a Compliance and Information Notice to the landholders.

Responsible Officer	Rural Land Services & Funding Officer/Team
	Coordinator



Item Number: C.22 File Number: D20/1721

SUBJECT HEADING: MARANOA COLLABORATIVE AREA MANAGEMENT

PROJECT - STAGE 3

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

Services

Executive Summary:

Council called for Expression of Interest under its Queensland Feral Pest Initiative Stage 3 project that aims to construct a further 260 kilometres of fencing in partnership with approved landholder groups capped at a value of \$2,700 plus GST per kilometre for the purchase materials.

The Expression of Interest closed on Monday 6 January 2020, with seven applications received. These applications were assessed by a panel, with the results being tabled for Council's consideration.

Moved Cr O'Neil No Seconder

That Council:

- 1. Invite the three Collaborative Area Management groups listed below to provide a comprehensive application for their particular project by 7 February 2020 resulting in a total of 103 kilometres of fence being constructed with a funding value of \$278,100 (excluding GST) being:
 - a. Basalt Creek (north east Mitchell)
 - b. Peronne (Bymount area)
 - c. Kimberley/Booringa (north west Mitchell)
- 2. When inviting both the Basalt Creek and Kimberley/Booringa groups, request if each would contact neighbouring landholders of their groups seeking further participation which will result in improved public benefit and strategic linkages.
- 3. Readvertise Expressions of Interest for Stage 3, as the three highest ranked applications will construct 103 of the expected 260 kilometres of fencing should their final application be approved.
- 4. Write to Department of Agriculture and Fisheries seeking an extension of time for this funding (June 2022) due to the following reasons:
 - Council did not receive sufficient number of applications to construct 260 kilometres of fence, and will be readvertising expressions of interest for the program; and
 - Local Government elections will impact Council making any major financial decisions (transition into 'Caretaker Mode') until the election process has been completed and new Councillors sworn into their new roles within local government.
- 5. All unsuccessful applicants be encouraged to reapply and feedback be provided.

MOTION LAPSED (due to absence of a Seconder)

Resolution No. GM/01.2020/52

Moved Cr Chambers

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



Item Number: C.23 File Number: D20/3879

SUBJECT HEADING: QUARTER 2 2019/20 REVISED FINANCIAL STATEMENTS

AND BUDGET DOCUMENTS

Officer's Title: Contractor - Strategic Finance

Executive Summary:

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

Resolution No. GM/01.2020/53

Moved Cr McMullen

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

CARRIED 8/0

Item Number: C.24 File Number: D20/3928

SUBJECT HEADING: PROPOSED CONDUCT AND COMPENSATION

AGREEMENT - LOT 73 ON WT112 AND LOT 20 ON AB55

Officer's Title: Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

Origin Energy Upstream Operator Pty Ltd acting as agent for and on behalf of Australia Pacific LNG Pty Limited requested Council enter into a Conduct and Compensation Agreement over land described as Lot 73 on WT112 and Lot 20 on AB55.

Resolution No. GM/01.2020/54

Moved Cr Golder

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

CARRIED 5/3

Item Number: C.25 File Number: D20/3943

SUBJECT HEADING: QUARTER 2 REPORT - PROGRESS ON IMPLEMENTING

THE CORPORATE PLAN AND OPERATIONAL PLAN

Officer's Title: Chief Executive Officer

Executive Summary:

The report tabled the second quarter's report on Council's progress on implementing the Corporate Plan and Operational Plan. Council's progress with the budget has also been integrated into the document so that all information about the quarter is in one place.

Resolution No. GM/01.2020/55

Moved Cr Chambers

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



Cr. Flynn, having previously foreshadowed a 'Conflict of Interest' in the following item for reasons stated under the Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the meeting at 1.44pm, taking no part in discussions and debate on the matter.

Item Number: C.26 File Number: D20/3947

SUBJECT HEADING: REQUEST FROM EASTER IN THE COUNTRY

Officer's Title: Chief Executive Officer

Executive Summary:

The agenda item was included for Council's consideration of the request for assistance as detailed by the Easter in the Country committee.

Resolution No. GM/01.2020/56

Moved Cr Chambers

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

CARRIED 7/0

At cessation of discussion and debate on the abovementioned item, Cr. Flynn returned to the Chamber at 1.45pm.

Item Number: C.27 File Number: D20/3683

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/01.2020/57

Moved Cr Chambers

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

CARRIED 8/0

Item Number: C.28 File Number: D20/3595

SUBJECT HEADING: REQUEST FOR COUNCIL FACILITY TO BE USED FOR

TRAINING PURPOSES

Author and Councillor's Title: Cr. Tyson Golder

Executive Summary:

A request was received seeking Council's assistance with helping to locate premises which can be used for boxing training ideally with cooking facilities.

Resolution No. GM/01.2020/58

Moved Cr Golder Seconded Cr McMullen

That a report be prepared for an upcoming Council meeting.



CARRIED 5/3

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer Mayor

COUNCIL ADJOURNED THE MEETINGTO REVIEW THE LATE AGENDA AT 1.49PM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 2.12PM

LATE ITEMS

Item Number: L.1 File Number: D20/209

SUBJECT HEADING: MATERIAL CHANGE OF USE " RENEWABLE ENERGY

FACILITY" (SOLAR FARM)

Location: Blythdale North Road, Blythdale QLD 4455 (96WV457,

94SP261935 and 95SP261935)

Applicant: X-ELIO Australia Pty Ltd

Officer's Title: Lead Town Planner

Executive Summary:

X-Elio Australia Pty Ltd sought a development approval for a Material Change of Use to construct and operate a "Renewable energy facility" (Solar Farm) at 1544 Blythdale North Road, Blythdale, being Lot 96 on WV457 and Lots 94 & 95 on SP261935. The premises is commonly referred to as "The Bend", and is the location of a Santos LNG Operations Facility.

The development application is subject to impact assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by Section 45 of the Planning Act 2016 and any matters prescribed by regulation. The Development Assessment Rules set out the procedural requirements that Council must follow in the development assessment process.

Public notification about the application was carried out in accordance with Part 4 of the Development Assessment Rules and for a period of no less than 15 business days between 29 November 2019 and 20 December 2019. There were no properly made submissions about the development received during this period.

The procedural requirements set out by the Development Assessment Rules to enable Council to make a decision on this application have been fulfilled, including receipt of a referral agency response and public notification about the application.

The development application is generally consistent with the assessment benchmarks provided by the Planning Act 2016. As part of the assessment of the application Council officers have also identified a number of relevant matters that support the approval of the application, including the existing lawful use of the premises for an LNG Operations Facility and the close proximity of major electricity infrastructure, including a Powerlink substation and a high voltage transmission line.



Moved Cr Schefe

Seconded Cr Chambers

The application for a Development Permit for a Material Change of Use for a "Renewable energy facility" (Solar Farm) on the premises located at 1544 Blythdale North Road, Blythdale, being Lot 96 on WV457 and Lots 94 & 95 on SP261935 be approved subject to the following conditions:

Preamble

- i. The Capricorn Municipal Development Guidelines apply to this development. Refer to http://www.cmdg.com.au/ for the Capricorn Municipal Development Guidelines (CMDG).
- ii. Refer to http://www.maranoa.qld.gov.au/council-policies for Council Policies.
- iii. The relevant planning scheme for this development is the Maranoa Planning Scheme 2017. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to the above Planning Scheme.
- iv. A Renewable energy facility as defined in the Planning Scheme means:
 - a) the use of premises for the generation of electricity or energy from a renewable energy source, including, for example, sources of bio-energy, geothermal energy, hydropower, ocean energy, solar energy or wind energy; but
 - b) does not include the use of premises to generate electricity or energy that is to be used mainly on the premises.
- v. All Aboriginal Cultural Heritage in Queensland is protected under the (*Aboriginal Cultural Heritage Act 2003*) and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.
- vi. The Environmental Protection Act 1994 states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.
- vii. The land use rating category for the site may change upon commencement of the approved use on the site. Council's current Revenue Statement, which includes the minimum general rate levy for the approved use is available on the Council website: www.maranoa.qld.gov.au.
- viii. It is the responsibility of the developer to obtain all necessary permits and approvals associated with the development of the site and submit all necessary plans and policies to the relevant authorities for the approved use.



- ix. This approval is subject to the approval of a reconfiguration of a lot application (i.e. creation of a lease area for a period exceeding 10 years). The application must meet the requirements of the *Planning Act 2016*, the Maranoa Planning Scheme 2017 and Council's adopted design standards in effect at the time of application, unless otherwise approved by Council.
- x. An operational works application will be required to be submitted and approved by Council for any cut and/or filling works that exceed 100m³.
- xi. All persons involved in the operation or use of the site have an obligation to take all reasonable and practical measures to prevent or minimise any biosecurity risk under the *Biosecurity Act 2014*.
- xii. In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved operations on the site may require a new or changed development approval. It is recommended to contact Council for advice in the event of any potential change in circumstances.

Use

1. The approved development is for a Material Change of Use – "Renewable energy facility" as defined in the Planning Scheme and as generally shown on the approved plans and described in the approved documents.

Compliance inspection

- 2. All conditions relating to the establishment of the approved development must be fulfilled prior to the approved use commencing, unless otherwise noted within these conditions.
- 3. Prior to the commencement of use the applicant shall contact Council's Planning Department and arrange a development compliance inspection.

Approved plans and documents

4. The approved development is to be carried out generally in accordance with following approved plans and documents, and subject to the approval conditions. Where there is any conflict between the approval conditions and the details shown on the approved plans, the approval conditions prevail.

Plan/Document Number	Plan/Document Name	Date
Ref: 19-565	Site Plan prepared by NGH Pty Ltd	31/10/19
Ref: 19-565	Ecological Assessment Report – Roma Hub Solar Farm prepared by NGH Pty Ltd	29/10/19
Ref: 19295	Traffic Impact Assessment – Proposed "Roma Hub Solar Farm" 1544 Blythdale North Road, Blythdale prepared by Rytenskild Traffic Engineering	25/10/19
BN192627	Roma Hub Solar Farm – Preliminary Flood Statement prepared by Northrop	17/10/19
Ref: 19-565	Waste Stream Management prepared by NGH Pty Ltd	



Development works

- 5. All works must comply with:
 - a. this development approval;
 - b. Council's standard designs for such work where such designs exist;
 - c. the Capricorn Municipal Development Guidelines; and
 - d. any relevant Australian Standard that applies to that type of work.

Despite the requirements of paragraphs a-d above, Council may agree in writing to an alternative specification. This alternative specification prevails over those specified in paragraphs a-d in the event of any inconsistency.

The developer must also ensure that any works do not conflict with any requirements imposed by any concurrent lawful requirements outside those stated above.

Detailed plans

- 6. A detailed site layout plan, generally in accordance with the approved plans and as described in the approved documents, must be submitted to Council for approval prior to the commencement of works. The site layout plan shall include:
 - a) The location of the solar arrays, site substation and office/s, battery storage areas (as applicable), fencing and firebreaks, access points and internal roads, carparking area/s, lay-down areas and warehouse/s; and
 - b) any other major infrastructure and services required in the ordinary operation of the approved development.

The approved site layout plan(s) shall form part of the approved documents for the development.

7. Elevation plan/s of all proposed buildings and structures associated with the approved development shall be provided to Council for approval prior to the commencement of works.

The approved elevation plan(s) shall form part of the approved documents for the development.

Construction Environmental Management Plan

8. A Construction Environmental Management Plan (CEMP) must be prepared and submitted for Council approval prior to the commencement of works. The CEMP must outline how activities carried out during the construction phase of the approved development will be managed to avoid or mitigate environmental or nuisance impacts, and how environmental management requirements will be implemented. The report shall include details about erosion and sediment control, hours of construction, noise, air quality, access and traffic, car parking, roadworks, earthworks and accommodation for construction workers associated with the development. The CEMP must also address risks associated with operating near major infrastructure facilities such as gas pipelines and major electricity infrastructure.

The approved CEMP shall form part of the approved documents for the development.

Biosecurity Plan

9. A Biosecurity Plan for the premises must be prepared and implemented in accordance with the *Biosecurity Act 2014*. The plan must be prepared by an appropriately qualified person taking into account all existing and approved operations on the site and addressing the risk of spread of Priority Pest Plants.



A copy of the plan must be submitted to Council prior to commencement of the approved development.

Note: The Pest Management Plan (PMP) for the Maranoa Region is available on Council's website via the following link: http://www.maranoa.qld.gov.au/pest-management-plan. The PMP identifies, among others, Parkinsonia, Prickly Acacia and Parthenium as Priority Pest Plants to be managed in the Maranoa Region.

Rehabilitation and Exit Plan

- 10. One (1) year prior to decommissioning, the landowner must submit to Council for endorsement a Rehabilitation and Exit Plan prepared by a qualified person that, at a minimum:
 - Demonstrates that the site will be restored to standard capable of the level of productivity that was available prior to the commencement of the approved use;
 - Identifies possible land uses (e.g. grazing, cropping) following cessation of the approved use;
 - Clearly establishes the objective of the Plan;
 - · Adopts performance criteria for rehabilitation efforts;
 - Includes an Action Plan, with timing for remedial works such as structural removal, removal of imported material such as gravel, and soil erosion, drainage and vegetation cover works, along with weed and pest animal control activities required to meet the adopted rehabilitation performance criteria; and
 - Outlines a program for monitoring rehabilitation success using appropriate indicators: and
 - Provides information on how and where infrastructure associated with the approved development will be disposed of.

Post operational rehabilitation of the site is to be carried out generally in accordance with the strategies identified in the Approved Rehabilitation and Exit Plan. Rehabilitation work must commence and be carried out in accordance with the endorsed Rehabilitation and Exit Plan at the timing specified in the Action Plan.

Access, parking and manoeuvring

11. Vehicle access to the development site shall be provided generally in the locations shown as "Access Points" on approved Site Plan reference Ref: 19-565 prepared by NGH Pty Ltd dated 31/10/19. All vehicle accesses shall be designed and constructed in accordance with Council's applicable design standards (CMDG).

Note: The applicable design standards will be confirmed by Council on receipt of the Site Layout Plan required by Condition 5 and the CEMP required by condition 7.

- 12. Vehicle crossovers must be located a minimum distance of one metre from any power poles, street signage, street lights, manholes, stormwater gully pits or other Council assets, unless otherwise specified in the applicable development standards and specifications.
- 13. A minimum of five (5) on site car parking spaces, including one (1) car parking space for persons with disabilities, are to be provided within the development site area. Car parking areas must be line marked and clearly delineated from other areas in the development site through the use of signs and/or other demarcations.



- 14. All vehicle access, car parking, manoeuvring, loading and unloading areas are to be sealed with an impervious surface.
- 15. Parking bay configurations (width and lengths) are to be in accordance with AS/NZS 2890.1:2004 Parking Facilities Part 1: Off-Street Car Parking.
- 16. Disabled car parking bays are to be designed in accordance with AS/NZS 2890.6:2009 Parking Facilities Part 1: Off-Street Car Parking.
- 17. Vehicle access and manoeuvring areas are to comply with AS/NZS 2890.1:2004 Parking facilities Part 1: Off-street car parking.
- 18. Parking associated with the approved use must be contained within the development site area. No on-street parking is permitted at any time.
- 19. Vehicles entering and exiting the development site must be able to enter and leave in forward direction. Reversing out of the development site is not permitted. Vehicle manoeuvres in this regard are to be totally contained within the development site boundaries.
- 20. All vehicle movements within the site are to be clear of proposed parking areas, buildings and any landscape treatments. Vehicle parking bays must not encroach into swept paths for vehicle movement's onsite.

Stormwater and drainage

- 21. Discharge of stormwater runoff from the development shall drain freely in all cases, and no nuisance of ponding will be created within the vicinity of the development during both construction and operational phases of the approved development.
- 22. There must be no increases in any silt loads or contaminants in any overland flow from the property being developed during the development process and after the development has been completed. All stormwater from the approved operation is to be collected onsite using appropriate pollution control devices or methods to ensure no contamination or silting of creeks or other waterways.
 - If there is a possibility of erosion or silt or other materials being washed off the property during the development process or after the development is completed, the developer must document and implement a management plan that prevents this from occurring.
- 23. The developer shall immediately clean up and satisfactorily remove any deposited construction material or silt runoff from the development site.
- 24. Stockpiles of material capable of being moved by the action of running water shall be stored clear of drainage paths and be prevented from entering the road and/or drainage system.
- 25. Should it be necessary for the road and/or drainage system to be reinstated or cleaned up due to erosion and/or sedimentation from the site, then such works shall be at no cost to Council. Such works shall be undertaken immediately where there is a potential hazard to pedestrians and/or passing traffic.
- 26. Runoff from premises ensures the quality of surface water is suitable for:
 - (a) the biological integrity of aquatic ecosystems;
 - (b) recreational use;
 - (c) supply as drinking water after minimal treatment; and
 - (d) agricultural use or industrial use.



27. A Stormwater Management and Erosion and Sediment Control Plan prepared by a suitably qualified engineer (RPEQ) demonstrating how compliance with the above conditions will be achieved, must be submitted to Council for approval prior to the commencement of works. The Plan must demonstrate that there will be no nuisance or interference to the current use or potential future use of all upstream and or downstream properties. The Stormwater Management and Erosion and Sediment Control Plan should address maintenance of existing overland flow paths and erosion and sediment management measures for both the construction and operation phases of the approved development.

Emergency events

28. A Bushfire Hazard Management Plan, having regard to the site characteristics and management procedures in the event of a bushfire, shall be prepared prior to the commencement of use. Staff and visitors to the site shall be made aware of the Bushfire Hazard Management Plan, its content, and the procedures that need to be followed in the case of a bushfire event.

Note: A copy of the Bushfire Hazard Management Plan must be made available during any compliance inspection carried out by Council.

- 29. The development site must be provided with access to a reliable water supply for firefighting purposes.
- 30. The manufacture or storage of hazardous material on the premises is prohibited.
- 31. A flood management plan having regard to the flood characteristics of the site and the management procedures that need to be followed in the event of flood shall be prepared prior to the commencement of use. All staff and visitors shall be made aware of the flood management plan, its content, and the procedures that need to be followed in the case of a major flood event.
- 32. All material and machinery with the potential to cause harm by way of floating debris or potential contamination during a wet weather event must be stored in water proof containers that are adequately secured. Any material or machinery with the potential to cause harm or contamination shall be stored in such a manner as to be easily accessed and relocated off-site ahead of a major wet weather event.
- 33. No new buildings are to be located within the defined flood area as defined on the State Planning Policy Mapping.
- 34. All building must be designed to be resilient to flooding and must not include wall cavities that would collect water and sediment during a flood event.

Internal access roads

- 35. All weather vehicle internal access shall be provided for traffic movement within the development site area.
- 36. Internal roads are to be watered to mitigate dust and upon receipt of any reasonable complaint regarding dust nuisance that are caused by vehicle movements within the site.

Note: In most instances, Council is responsible for investigating nuisance complaints. When carrying out an investigation regarding nuisance, the authorised Council officer will consider amongst other things, the amount, duration, characteristics and qualities of the nuisance, as well as the sensitivity of the receptor and the potential impact the nuisance may be having on adjacent properties.



Setbacks

37. All buildings and structures must provide a minimum 15 metres setback from primary road frontages, 15 meters from any secondary frontage and 5 metres from side and rear property boundaries.

Signage

- 38. Signage shall be provided at access points to the site which display information including details of, and the contact phone numbers for:
 - (i) The operator of the site; and
 - (ii) Person/s responsible for the management of the site.

Signage is limited to the necessary contact information and must not impact upon the visual amenity of the locality.

- 39. Any proposed advertising signage that does not form part of this approval is subject to further development approval unless otherwise meeting the requirements for Accepted development in the Planning Scheme, or other applicable planning instrument in force at the relevant time.
- 40. Any free standing advertising signage or structure to be constructed on the subject site shall be designed by an RPEQ (Structural) Engineer and certification provided for both design and construction.

Fencing

- 41. Perimeter fencing shall be provided and maintained to prevent unauthorised access to solar infrastructure and any other high risk areas. Warning signs advising of the nature of use and any danger or hazard, are to be placed on the perimeter fence (every 200m or part thereof) and on any frontage to a public road and boundary to land used for a sensitive land use.
- 42. A 20 metre wide buffer zone shall be shall be provided between perimeter fencing and any building and/or structure. This area is to be clear of vegetation and maintained for the purposes of providing adequate access for firefighting and other emergency vehicles.

Gas pipeline

43. No new buildings shall be located within 100m of a gas pipeline corridor.

Biodiversity

- 44. No regulated vegetation is to be cleared without prior approval/s from the relevant regulatory authorities.
- 45. Development shall be undertaken having regard to the recommendations contained in the approved Ecological Assessment Report Roma Hub Solar Farm prepared by NGH Pty Ltd dated 29.10.19.

Waste management

46. At all times while the use continues, waste containers shall be provided on the site and maintained in a clean and tidy state and shall be emptied and the waste removed from the site on a regular basis. All waste containers are to be shielded from the view of travelling public and neighbours and accessible by the vehicles used by Council, its agents and/or others.



47. All waste generated from the construction of the premises must be effectively controlled on-site before disposal. All waste must be disposed on in accordance with the approved Waste Stream Management Plan prepared by NGH Pty Ltd and the Environmental Protection (Waste Management) Regulation 2000.

Avoiding nuisance

- 48. No unreasonable nuisance is to be caused to adjoining properties and occupiers by the way of noise smoke, dust, rubbish, contaminant, stormwater discharge or siltation at any time during or after the establishment of the approved development.
 - Note: In most cases, Council is responsible for investigating nuisance complaints about smoke, dust, rubbish, contaminant, stormwater discharge or siltation. When carrying out an investigation regarding any of these matters, the authorised Council officer will consider amongst other things, the amount, duration, characteristics and qualities of the nuisance, as well as the sensitivity of the receptor and the potential impact the nuisance may be having on adjacent properties.
- 49. Dust emanating as a result of operations carried out onsite must be continually monitored and suppressed in order to prevent any dust drifting onto road networks, nearby properties and sensitive land uses. The landowner/operator must implement a dust management plan for the site operations.
- 50. The area and its surrounds shall be kept in an orderly fashion, free of rubbish and clear of weeds and long grasses. The approved development and the premises are to be maintained in a clean and tidy condition and not to pose any health and safety risks to the community.
- 51. All mechanical equipment (including air conditioners and the like) and rainwater tanks are to be screened from the adjoining roadway and nearby properties.
- 52. Unless otherwise approved in writing by the Council, approved hours of construction are restricted to Monday Saturday 6.30am to 6.30pm noise permitted. Development works, including building works, which causes audible noise, must not be conducted outside the above times or on Sundays or Public Holidays (excluding emergency maintenance where life or prompt is at risk).
- 53. Operational maintenance of the approved development is restricted to Monday Saturday 6.30am to 6.30pm noise permitted and must not be conducted outside the above times or on Sundays or Public Holidays (excluding emergency maintenance where life or prompt is at risk).

Sloping land

54. Development is to be undertaken to ensure vulnerability to landslip erosion and land degradation is minimised and that the safety of persons and property is not compromised.

Lighting

- 55. Lighting associated with the approved use, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the Development site area.
- 56. All lighting shall be directed or shielded so as to ensure that no glare directly affects land uses outside of the development site area.

Note: The Queensland Government's *Environmental Protection Act 1994* regulates light nuisance offences. In most cases, Council is responsible for investigating light nuisance complaints.



When carrying out an investigation, the authorised Council officer will consider amongst other things, the amount, duration, characteristics and qualities of the lighting, as well as the sensitivity of the receptor and the potential impact the light may be having on adjacent properties.

Provision of services

- 57. The site must be provided with an on-site water supply with sufficient capacity to meet all operational needs, including watering to minimise dust nuisance and also a potable water supply sufficient to meet the needs of staff and visitors to the site.
- 58. The site must be connected to an on-site sewerage treatment system that is adequate for the approved use. The removal and disposal of any effluent from the site must be performed by a suitably licensed contractor.
- 59. The number of employees and visitors on site at any one time shall be limited to the maximum capacity of the onsite sewerage treatment system.
 - Note: The landowner/operator is responsible for obtaining any permits required to achieve compliance with environmental laws relevant to the provision of onsite sewerage treatment and/or disposal.
- 60. If the development is connected to a telecommunication service, then such works shall be undertaken in accordance with the relevant service provider's requirements and specifications along with relevant building standards requirements and specifications.
- 61. Any conflicts associated with proposed and existing services shall be forwarded by the developer to the appropriate controlling authority for approval for any proposed changes.

Waterways

62. No direct interference or modification of watercourse channels, banks or riparian and in-stream habitat occurs without approval from the relevant regulatory authorities.

No cost to Council

- 63. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs.
- 64. All rates and charges of any description and all arrears of such rates and charges, together with interest outstanding thereon, on the land, due to Council, shall be paid to the Council prior to construction commencing.

Latest versions

65. Where another condition refers to a specific published standard, manual or guideline, including specifications, drawings, provisions and criteria within those documents, that condition shall be deemed as referring to the latest versions of those publications that are publicly available at the first operational works or compliance approval is lodged with the assessment manager or approval agency for those types of works to be performed or approved, unless a regulation or law requires otherwise.

Application documentation

66. It is the developer's responsibility to ensure that all entities associated with this Development Approval have a legible copy of the Decision Notice and the Approved Plans and Approved Documents bearing 'Council Approval.'



CARRIED 8/0

Lead Town Planner Responsible Officer

Item Number: L.2 File Number: D20/3605

SUBJECT HEADING: APPLICATIONS FOR FUNDING UNDER AUSTRALIAN

GOVERNMENT'S DROUGHT COMMUNITIES

PROGRAMME - EXTENSION

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

Coordinator

Executive Summary:

Council is eligible to submit projects for funding to the value of \$1 million under the Australian Government's Drought Communities Programme – Extension.

Moved Cr Chandler

No Seconder

That Council submit an application for funding under the Australian Government's Drought Communities Programme – Extension for the following projects:

- Bassett Park Upgrade \$220,000
 Yuleba Water Bore \$370,000
- 3. Progress Wallumbilla **Multi-Purpose Facility**

MOTION LAPSED (due to absence of a Seconder)

Moved Cr Schefe Seconded Cr Newman

That Council:

- 1. Submit an application for funding under the Australian Government's Drought Communities Programme – Extension for the following projects:
 - a) Surat Bore \$630,000
 - b) Yuleba Water Bore \$370,000
- 2. Authorise the Chief Executive Officer, or delegate, to sign funding agreements as required.
- 3. Note the requirement to have the project/s completed by 31 December 2020.

NO VOTE TAKEN

Resolution No. GM/01.2020/60

Moved Cr O'Neil Seconded Cr Schefe

That Council suspend standing orders for discussion of this item.

CARRIED 8/0

Resolution No. GM/01.2020/61

Moved Cr Schefe Seconded Cr Newman

That Council:

- 1. Submit an application for funding under the Australian Government's Drought Communities Programme – Extension for the following projects:
 - a) Surat Bore \$630,000
 - b) Yuleba Water Bore \$370,000



2. Authorise the Chief Executive Officer, or delegate, to sign funding agreements as required.

3. Note the requirement to have the project/s completed by 31 December 2020.

CARRIED 8/0

Responsible Officer Regional Grants & Council Events
Development Coordinator

Item Number: L.3 File Number: D20/4557

SUBJECT HEADING: CENTRELINK SURVEY RESULTS

Officer's Title: Regional Sport & Recreation Development Coordinator

Executive Summary:

A large number of concerns have been raised by local service providers with regards to the closure of the Roma Centrelink Office.

Council was asked to take the lead in collating agency feedback for the purpose of advocating with the relevant government ministers, seeking a return of services on behalf of the community.

Collated survey questions and responses from 18 local service providers were provided to Council in this officer's report.

Resolution No. GM/01.2020/62

Moved Cr O'Neil

Seconded Cr Schefe

That:

- 1. Council receive informal feedback from local service providers affected by the closure of the Roma Centrelink Office, for discussion with relevant Federal Ministers
- 2. A report for the next General Meeting on 12 February 2020 be tabled with an approach to seek broader community feedback with examples of the impact from the closure of the Centrelink branch in Roma.

CARRIED 8/0

Responsible Officer	Regional Sport & Recreation Development
	Coordinator

Item Number: L.4 File Number: D20/5143

SUBJECT HEADING: REQUEST FOR REGIONAL ARTS DEVELOPMENT FUND

STRATEGIC INITIATIVE FUNDING

Officer's Title: Regional Grants & Council Events Development

Coordinator

Executive Summary:

A component of Council's Regional Arts Development Fund (RADF) budget has been allocated to a Strategic Initiative Fund. It was recommended that Council distribute the remainder of this Fund to projects in Mitchell and Yuleba.



Resolution No. GM/01.2020/63

Moved Cr Chambers

Seconded Cr Newman

That Council:

- 1. Allocate the remaining budget from its 2019/20 Regional Arts Development Fund (RADF) Strategic Initiative (GL 2885.2250.2001) to the following projects:
 - Design and installation of a laser cut-out in Mitchell Memorial Park (\$5,000);
 - Conservation of the mural in the Yuleba Hall (\$6,000).
- 2. Accept the offer of \$6,000 in matching funds for the Yuleba mural project from South West Queensland Regional Arts.

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

Responsible Officer	Regional Grants & Council Events
	Development Coordinator

Item Number: L.5 File Number: D18/95315

SUBJECT HEADING: DEVELOPMENT APPLICATION FOR MATERIAL CHANGE

OF USE "CARETAKER'S RESIDENCE" - CITIES RUGBY

LEAGUE FOOTBALL CLUB (RLFC)

Location: 44670 Warrego Highway, Roma QLD 4455 (2/R86102)

Applicant: Cities RLFC

Officer's Title: Lead Town Planner

Executive summary:

Cities RLFC submitted a development application seeking retrospective planning approval in relation to a caretaker's residence that has been constructed within its sporting grounds located at 44589 Warrego Highway, Roma, being Lot 2 on R 86102. Council has agreed to assess the development application against the now superseded Roma Town Planning Scheme 2016 (Council Resolution No. GM/09.2018/11).

The development application is subject to impact assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by Section 45 of the Planning Act 2016. The Development Assessment Rules set out the procedural requirements for the development assessment process.

Public notification about the application was carried out in accordance with Part 4 of the Development Assessment Rules and for a period of no less than 15 business days between 26 October 2018 and 15 November 2018. There were no properly made submissions received about the application during this period.



The procedural requirements set out by the Development Assessment Rules to enable Council to make a decision on this matter have been fulfilled.

The development application is generally consistent with the assessment benchmarks provided by the Planning Act 2016 and any residual inconsistency with the assessment benchmarks can be appropriately addressed by way of conditions of development approval. Council officers have also identified a number of relevant matters that support approval of the application, including the lawful existing primary use of the premises and the absence of any significant impacts that result from the development.

Resolution No. GM/01.2020/64

Moved Cr Newman

Seconded Cr McMullen

That the application for a Material Change of Use for a "Caretaker's Residence" located 44589 Warrego Highway, Roma QLD 4455 being Lot 2 on R86102, be approved subject to the following conditions:

- i. Refer to http://www.maranoa.qld.gov.au/council-policies for Council Policies.
- ii. The relevant planning scheme for this development is Roma Town Planning Scheme 2006. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to the above Planning Scheme.
- iii. In the Roma Town Planning Scheme 2006 a "Caretaker's Residence" means:
 - A dwelling unit used or intended for use by the proprietor, manager or caretaker of premises used or intended for use for business, commercial, industrial, sporting, recreation, or accommodation purposes on the same site. The term includes the use of the caretakers premises by the family of the proprietor, manager or caretaker.
- iv. The land use rating category may change upon commencement of any newly approved use on the site. Council's current Revenue Statement, which includes the minimum general rate levy for the approved use/s, can be viewed on the Council Website: www.maranoa.qld.gov.au.
- v. The Environmental Protection Act 1994 states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.
- vi. All Aboriginal Cultural Heritage in Queensland is protected under the (*Aboriginal Cultural Heritage Act 2003*) and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.
- vii. It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans and policies to the relevant authorities for the approved use.
- viii. Refer to Attachment 2 Adopted Infrastructure Charges Notice for infrastructure charges levied for the approved development.



- ix. An operational works application will be required to be submitted to and approved by Council for any cut and/or filling works that exceed 100m³.
- x. All persons involved in the operation or use of the site have an obligation to take all reasonable and practical measures to prevent or minimise any biosecurity risk under the *Biosecurity Act 2014*.
- xi. In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved plans and documents may require a new or changed development approval. It is recommended to contact Council for advice in the event of any potential change in circumstances.

Use

- 1. The approved development is a Material Change of Use "Caretaker's Residence" as defined in the Roma Town Planning Scheme 2006 and as shown on the approved plans. This approval does not apply to or authorise any other development or use on the site
- 2. The "Caretaker's Residence" is for the exclusive use of a person having responsibility for the security, maintenance and/or management of the premises. It must not be occupied by any other member of the public, including any guest, contractor or associate of the occupant at any time.
- 3. The number of people permitted to occupy the "Caretaker's Residence" at any one time is strictly restricted to one (1).

Compliance inspection

- 4. All conditions relating to the establishment of the approved development must be fulfilled prior to the approved use commencing, unless otherwise noted within these conditions.
- 5. Prior to the commencement of use, the applicant shall contact Council and arrange a development compliance inspection.

Approved Plans and Documents

6. All works and operations are to be carried out generally in accordance with the approved plans and documents listed in the following table. Where the approved plans or documents are in conflict with the Assessment Manager's conditions, the Assessment Manager's conditions shall take precedence.

Plan/Document Number	Plan/Document Name	Date
	Site Layout Plan	
	Caretaker Residence Transportable	
	Caretaker Residence Transportable – Northern Elevation	
41-29998 Rev A	Figure 2 - Bungil Creek Football Filed Development, Roma - Flood Impact Assessment 2012 Post Stage 2A Peak flood depth	4.4.2018
192029	Report on Mitigation Solutions for Roma Cities RLFC prepared by Brandon and Associates Ltd	08.2018
	Caretaker's Cottage Roma Cities RLFC Evacuation Plan	



Development works

- 7. During the course of constructing the works, the developer shall ensure that all works are carried out by appropriately qualified persons and the developer and the persons carrying out and supervising the work shall be responsible for all aspects of the works, including public and worker safety, and shall ensure adequate barricades, signage and other warning devices are in place at all times.
- 8. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets that may be impacted on during construction of the development. Any damage to existing infrastructure (kerb, road pavement, existing underground assets, etc.) that is attributable to the progress of works on the site or vehicles associated with the development of the site shall be immediately rectified in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative(s).

Applicable standards

- 9. All works must comply with:
 - a) this development approval;
 - b) any relevant Acceptable Solutions of the applicable codes of the planning scheme for the area;
 - c) Council's standard designs for such work where such designs exist;
 - d) the Capricorn Municipal Development Guidelines; and
 - e) any relevant Australian Standard that applies to that type of work.

Despite the requirements of paragraphs a-e above, Council may agree in writing to an alternative specification. This alternative specification prevails over those specified in paragraphs a-e in the event of any inconsistency.

The developer must also ensure that any works do not conflict with any requirements imposed by any concurrent lawful requirements outside those stated above.

Access road

- 10. A 4.0 metre wide internal access road shall be provided from the existing access point from Creek Street Burtons Lane to the "Caretaker's Residence". The internal access road shall remain free of impediment or obstacle at all times.
- 11. The approval holder is responsible for the maintenance of the vehicle crossover from the road carriageway to the property boundary. Should any damage be caused to Creek Street at the approved access location, it is the landowner's responsibility to ensure it is reinstated. Any repair works are to be undertaken in consultation with Council and at the landowner's expense.

Evacuation Plan

- 12. A copy of the approved Caretaker's Cottage Roma Cities RLFC Evacuation Plan must be provided to the Local Disaster Management Group within three (3) months of this approval taking effect.
- 13. The occupant of the Caretaker's Residence must be made aware of the approved Caretakers Cottage Roma Cities RLFC Evacuation Plan, its content, and the procedures that need to be followed in case of a major flood event.
- 14. A copy of the approved Caretaker's Cottage Roma Cities RLFC Evacuation Plan must be displayed within a prominent location within the approved "Caretaker's Residence.



15. Council approval will be required for any changes that are made to the Caretaker's Cottage Roma Cities RLFC Evacuation Plan, including any changes to the contact details of the occupant.

Finished Floor Level

16. Works must be undertaken on the approved "Caretaker's Residence" to raise the finished floor level to 300mm above the defined flood event. This would require a finished floor level of 297.7 mAHD.

Avoiding nuisance

- 17. No nuisance is to be caused to adjoining properties and occupiers by the way of smoke, dust, rubbish, contaminant, stormwater discharge or siltation at any time.
- 18. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
- 19. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.
- 20. The area and its surrounds shall be kept in an orderly fashion, free of rubbish and clear of weeds and long grasses. The approved development and the premises are to be maintained in a clean and tidy condition and not to pose any health and safety risks to the community.

Refuse storage

21. Waste containers must be provided on site for the exclusive use of the "Dwelling house" and must be maintained in a clean and tidy state at all times while the use continues. The waste containers shall be emptied and the waste removed from the site on a regular basis.

Signage

- 22. Signage must be provided at the entrance to the approved "Caretaker's Residence" clearly displaying the following information;
 - o Occupants name
 - o Specific rules for the area
 - o Map of the area
 - o Route for emergency vehicles
 - o Emergency contact phone number(s)

Emergency events

23. The Care accommodation must incorporate measures for fire protection, including firefighting equipment and adequate water supplies, in accordance with the relevant legislation and standards.

Provision of services

24. The approved use is to be connected to Council's reticulated water supply network in accordance with the applicable Water Services Association of Australia (WSAA) publication and the CMDG Design Guidelines – D11 'Water Reticulation', at no cost to Council.



- 25. The site must be connected to an on-site sewerage treatment system that is designed in accordance with AS/NZS 1547:2012 and that is adequate for the approved use. The removal and disposal of any effluent from the site must be performed by a suitably licensed contractor.
 - Note: The landowner/operator is responsible for obtaining any permits required to achieve compliance with environmental laws relevant to the provision of onsite sewerage treatment and/or disposal
- 26. If the approved use is connected to a telecommunication service, then such works shall be undertaken in accordance with the relevant service providers requirements and specifications along with relevant building standards requirements and specifications (as relevant).
- 27. The development must be connected to an electricity reticulation service in accordance with the relevant service provider's requirements and specifications along with relevant building standards, requirements and specifications (as relevant).
- 28. All services installation, including sewer, water, electricity and telecommunications connections to the respective networks, must comply with (i) the development approval conditions, (ii) any relevant provisions in the planning scheme for the area, (iii) Council's standard designs for such work where such designs exist (iv) the Capricorn Municipal Development Guidelines (CMDG) where it applies (v) any relevant Australian Standard that applies to that type of work and (vi) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards
- 29. Any conflicts associated with proposed use and existing services shall be forwarded by the developer to the appropriate controlling authority for approval for any proposed changes.

Stormwater and drainage

- 30. Stormwater is collected internally within the site and discharged so as to:
 - a) protect the stability of buildings and the use of adjacent land;
 - b) prevent water-logging of nearby land;
 - c) protect and maintain environmental values;
 - d) No nuisance ponding of stormwater is to be created within the vicinity of the approved development or to adjacent properties or roads;
 - e) Appropriate pollution control devices and/or methods shall be implemented to ensure that no contamination or silting of creeks or other waterways result from the stormwater generated from the approved development facility.

Landscaping and fencing

- 31. Additional landscape plantings and other design elements are required to be provided within proximity of the approved "Caretaker's Residence" to contribute to the site amenity, provide screening and buffering, and to integrate the buildings into the site and maintain the character and amenity of the locality.
- 32. All site landscaping is to be maintained throughout the duration of the approved use. Any dead and/or unhealthy plants are to be promptly removed and disposed of.



No cost to Council

- 33. Services and infrastructure required in connection with the establishment of the approved development must be provided at the developer's cost.
- 34. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs.

Latest versions

35. Where another condition refers to a specific published standard, manual or guideline, including specifications, drawings, provisions and criteria within those documents, that condition shall be deemed as referring to the latest versions of those publications that are publicly available at the first operational works or compliance approval is lodged with the assessment manager or approval agency for those types of works to be performed or approved, unless a regulation or law requires otherwise.

Application documentation

36. It is the developer's responsibility to ensure that all entities associated with this Development Approval have a legible copy of the Decision Notice and the Approved Plans and Approved Documents bearing 'Council Approval.'

CARRIED 8/0

Responsible Officer Lead Town Planner

Item Number: L.6 File Number: D20/5933

SUBJECT HEADING: ANNUAL REPORT 2018-19

Officer's Title: Chief Executive Officer

Executive Summary:

The report tabled the updated annual report following the additional steps referenced in the Council resolution of 11 December 2019.

Moved Cr Chambers Seconded Cr Newman

That Council adopt the final document and it be made available on Council's website.

NO VOTE TAKEN

Cr. Flynn left the Chamber at 3.01pm.

Resolution No. GM/01.2020/65

Moved Cr Golder

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

CARRIED 7/0



Item Number: L.7 File Number: D20/5939

SUBJECT HEADING: SOUTH WEST REGIONAL ECONOMIC DEVELOPMENT

(SWRED) DELEGATION TO CANBERRA

Officer's Title: Manager - Economic & Community Development

Executive Summary:

Under the stewardship of Member for Maranoa David Littleproud, SWRED members are planning a delegation to Canberra to discuss the adverse impacts of large-scale carbon farming in south west Queensland. Mr Littleproud has offered to facilitate a meeting with Minister Angus Taylor when they sit again in February 2020. He advised it is an opportune time as Minister Taylor is considering a review of the Carbon Farming program. The meeting date has been suggested for late February. SWRED has asked its members if they would like to participate.

Resolution No. GM/01.2020/66

Moved Cr Chambers

Seconded Cr O'Neil

That Council decline the opportunity to travel with the SWRED delegation to Canberra to discuss Carbon Farming, however encourage the initiative by offering a letter of support.

CARRIED 6/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer	Manager - Economic & Community
	Development

Item Number: L.8 File Number: D20/5999

SUBJECT HEADING: ANNUAL REVIEW OF THE IMPLEMENTATION OF THE

ANNUAL OPERATIONAL PLAN

Officer's Title: Chief Executive Officer

Executive Summary:

A new document – Our performance in focus - was proposed to be made available to the community on Council's website or in print format.

This year our reporting has been restructured to enable our stakeholders to view either summary or detailed information about Council's functions.

This agenda item pertains to the report on the annual review of the implementation of the annual operational plan, but has been prepared in parallel with the Annual Report. It enables our interested stakeholders to review either summary information (Annual Report), or detailed information on each of Council's functions (Our performance in focus).



This document effectively provides a mini-annual report for each function that aims to further increase the transparency of our operations for our community.

Resolution No. GM/01.2020/67

Moved Cr Golder

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

CARRIED 7/0

LATE CONFIDENTIAL ITEMS

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

LC.1 – Fee Waiver Request - South West Hospital & Health Services
 due to her being a Board member of the South West Hospital and Health Service.

Cr. Chambers foreshadowed that she would remove herself from discussions and decision on the abovementioned item.

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, Council resolved to close the meeting to discuss items 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. GM/01.2020/68

Moved Cr McMullen

Seconded Cr Golder

That Council close the meeting to the public at 3.06pm.

CARRIED 7/0

Cr. Flynn entered the Chamber at 3.10pm.

Resolution No. GM/01.2020/69

Moved Cr O'Neil Seconded Cr Newman

That Council open the meeting to the public at 3.28pm.

CARRIED 8/0

Resolution No. GM/01.2020/70

Moved Cr Chambers Seconded Cr Schefe

That Council add the following item to the agenda:

Request from Meat Livestock Australia

CARRIED 8/0

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



LC.4 – Request from Meat Livestock Australia

due to his wife being employed by the applicant.

Cr. O'Neil left the meeting at 3.29pm, taking no part in discussions and debate on the matter.

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

- (c) the local government budget;
- (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/01.2020/71

Moved Cr Chambers

Seconded Cr Schefe

That Council close the meeting to the public at 3.29pm.

CARRIED 7/0

The Chief Executive Officer left the Chamber at 3.33pm, and returned at 3.59pm.

At cessation of discussion and debate on the item LC.4, Cr. O'Neil returned to the Chamber at 3.36pm.

Cr. Chambers, having previously foreshadowed a 'Conflict of Interest' in the item LC.1, left the meeting at 3.42pm, taking no part in discussions and debate on the matter.

At cessation of discussion and debate on the abovementioned item, Cr. Chambers returned to the Chamber at 3.43pm.

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

LC.2 – 2020 Australia Day Awards
 given his close association with an award category nominee.

Cr Flynn left the meeting at 3.44pm, taking no part in discussions and debate on the matter.

At cessation of discussion and debate on the abovementioned item, Cr. Flynn returned to the Chamber at 3.45pm.

Cr. Chambers, having previously foreshadowed a 'Conflict of Interest' in item LC.1, left the meeting at 3.45pm, taking no part in discussions and debate on the matter.

At cessation of discussion and debate on the abovementioned item, Cr. Chambers returned to the Chamber at 3.48pm.

Cr. Newman left the Chambers at 3.51pm, and returned at 4.00pm.

Mayor Golder left the Chambers 4.07pm, and returned at 4.09pm.

Cr. Schefe left the Chambers at 4.10pm, and returned at 4.11pm.

Cr. McMullen left the Chambers at 4.44pm, and returned at 4.50pm.



Cr. Flynn left the Chambers at 5.02pm, and returned at 5.27pm.

Mayor Golder left the Chambers at 5.11pm, and returned at 5.14pm.

The Director of Corporate, Community & Commercial Services left the Chambers at 5.17pm, and returned at 5.27pm.

The Chief Executive Officer left the Chambers at 5.17pm, and returned at 5.19pm.

Resolution No. GM/01.2020/72

Moved Cr O'Neil Seconded Cr McMullen

That Council open the meeting to the public at 5.28pm.

CARRIED 8/0

Item Number: 12.3 File Number: D19/125735

SUBJECT HEADING: ASSET MANAGEMENT PLAN - WATER NETWORK,

REVISION 3 - NOVEMBER 2019

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

Executive Summary:

Council is responsible for the management of 268 kilometres of water main and associated infrastructure with a replacement value of \$79,566,375. The development of a 10 year asset management plan provides direction and aids in ensuring that services are provided in a financially sustainable manner.

This revision provides more accurate renewal data and updates the capital upgrades required. It also incorporates the Mitchell Water Strategy and the reservoir cleaning schedule.

Resolution No. GM/01.2020/73

Moved Cr Schefe

Seconded Cr Newman

That Council:

- 1. Receive the Water Network Asset Management Plan (AMP) Revision 3 as presented, including the additional Roma Water Strategy Map.
- 2. Endorse the Water Network AMP for inclusion in the Local Government Infrastructure Planning documentation.
- 3. Consider the Water Network AMP in parallel with budget preparation.

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. O'Neil	
Cr. Schefe	

Responsible Officer	Manager - Water, Sewerage & Gas



Item Number: C.1 File Number: D19/128289

SUBJECT HEADING: ROMA CULTURAL CENTRE STAGE CURTAINS AND

REGIONAL HALL FIRE RETARDANT TREATMENT

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

Executive Summary:

Council provides community halls for the use of residents and visitors throughout the Maranoa Region. The Roma Cultural Centre Auditorium, Mitchell Hall, Surat Hall, Wallumbilla Hall and Injune Hall are fitted with stage curtains for use during theatrical performances and these curtains all require regular maintenance to ensure compliance with Australian Standards and fire safety requirements.

Council has also received a request from Roma Performing Arts to upgrade curtains in the Auditorium at the Roma Cultural Centre to improve daytime matinee performances.

Resolution No. GM/01.2020/74

Moved Cr Chambers

Seconded Cr McMullen

That Council note its intention to allocate funds of \$40,440 in the second quarter budget review to fund new stage curtains at the Roma Cultural Centre Auditorium to achieve compliance with fire regulations. (The Quarter 2 Budget Review would be addressed later in the meeting).

CARRIED 8/0

Responsible Officer	Administration Officer - Council Buildings &
	Structures

Item Number: C.16 File Number: D20/2550

SUBJECT HEADING: REPLACEMENT OF WOODEN STREET BLADES -

YULEBA

Officer's Title: Manager - Maintenance Delivery & Works

Executive Summary:

This report provided further information in regards to the replacement of the wooden street blades in Yuleba.

Resolution No. GM/01.2020/75

Moved Cr O'Neil

Seconded Cr Chandler

That Council undertake consultation with Yuleba town residents on the replacement of the town street signs, including what they are made of and their design, and costs, to ensure they confer with current standards.

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. O'Neil	
Cr. Schefe	

Responsible Officer Manager - Maintenance Delivery & Works

Item Number: C.17 File Number: D20/3632

SUBJECT HEADING: CONCERN FOR LACK OF SHADE - ROMA SALEYARDS

HOLDING PADDOCKS

Officer's Title: Manager - Saleyards

Executive Summary:

On 21 February 2019 Council received an email regarding concerns for the welfare of livestock in holding paddocks with no shade.

This report was presented to Council as on Wednesday 20 November 2019 a further email was received raising concerns due to the lack of shade in holding paddocks at Roma Saleyards.

Resolution No. GM/01.2020/76

Moved Cr Chambers

Seconded Cr Chandler

That correspondence be provided to communicate the results of Council's discussions.

CARRIED 6/2

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	

Responsible Officer Manager - Saleyards

Item Number: C.23 File Number: D20/3879

SUBJECT HEADING: QUARTER 2 2019/20 REVISED FINANCIAL STATEMENTS

AND BUDGET DOCUMENTS

Officer's Title: Contractor - Strategic Finance

Executive Summary:

In accordance with \$170 (3) of the Local Government Regulation 2012, the local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.

Resolution No. GM/01.2020/77

Moved Cr Chambers

Seconded Cr Newman

That the Council adopt the Second Quarter Budget Review 2019/20 as shown in the following attachments:

- 1. Revenue Policy 2019/20
- 2. Revenue Statement 2019/20



- 3. Revised Budget Financial Statements 2019/20 & following two years
- 4. Revised Budget Financial Statements 2019/20 & following nine years
- 5. Revised Financial Sustainability Ratios 2019/20
- 6. Total Value of Change in Rates and Charges

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. O'Neil	
Cr. Schefe	

Item Number: C.22 File Number: D20/1721

SUBJECT HEADING: MARANOA COLLABORATIVE AREA MANAGEMENT

PROJECT - STAGE 3

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

Services

Executive Summary:

Council called for Expressions of Interest under its Queensland Feral Pest Initiative Stage 3 project that aims to construct a further 260 kilometres of fencing in partnership with approved landholder groups capped at a value of \$2,700 plus GST per kilometre for the purchase materials.

The Expression of Interest closed on Monday, 6 January 2020, with seven applications received. These applications were assessed by a panel, with the results being tabled for Council's consideration.

Resolution No. GM/01.2020/78

Moved Cr O'Neil Seconded Cr Newman

That Council:

- 1. Invite the three Collaborative Area Management groups listed below to provide a comprehensive application for their particular project by 7 February 2020 resulting in a total of 103 kilometres of fence being constructed with a funding value of \$278,100 (excluding GST) being:
 - a. Basalt Creek (north east Mitchell)
 - b. Peronne (Bymount area)
 - c. Kimberley/Booringa (north west Mitchell)
- 2. When inviting both the Basalt Creek and Kimberley/Booringa groups, request if each would contact neighbouring landholders of their groups seeking further participation which will result in improved public benefit and strategic linkages.
- 3. Readvertise Expressions of Interest for Stage 3, as the three highest ranked applications will construct 103 of the expected 260 kilometres of fencing should their final application be approved.



- 4. Write to Department of Agriculture and Fisheries seeking an extension of time for this funding (June 2022) due to the following reasons:
 - Council did not receive sufficient number of applications to construct 260 kilometres of fence, and will be readvertising expressions of interest for the program; and
 - Local Government elections will impact Council making any major financial decisions (transition into 'Caretaker Mode') until the election process has been completed and new Councillors sworn into their new roles within local government.
- 5. All unsuccessful applicants be encouraged to reapply and feedback be provided.

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

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

Item Number: C.24 File Number: D20/3928

SUBJECT HEADING: PROPOSED CONDUCT AND COMPENSATION

AGREEMENT - LOT 73 ON WT112 AND LOT 20 ON AB55

Officer's Title: Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

Origin Energy Upstream Operator Pty Ltd acting as agent for and on behalf of Australia Pacific LNG Pty Limited requested Council enter into a Conduct and Compensation Agreement over land described as Lot 73 on WT112 and Lot 20 on AB55.

Resolution No. GM/01.2020/79

Moved Cr Newman

Seconded Cr Chandler

That Council:

- 1. Enter into a Conduct and Compensation Agreement with Origin Energy Upstream Operator Pty Ltd ABN 67 105 423 532 as agent for Australia Pacific LNG Pty Limited ABN 68 001 646 331 over land described as Lot 73 on WT112 and Lot 20 on AB55.
- 2. Authorise the Chief Executive Officer to sign the Conduct and Compensation Agreement.

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. O'Neil	
Cr. Schefe	

Responsible Officer	Manager - Facilities (Land, Buildings &
	Structures)

Item Number: C.25 File Number: D20/3943

SUBJECT HEADING: QUARTER 2 REPORT - PROGRESS ON IMPLEMENTING

THE CORPORATE PLAN AND OPERATIONAL PLAN

Officer's Title: Chief Executive Officer

Resolution No. GM/01.2020/80

Moved Cr Newman Seconded Cr Chambers

That:

- 1. The report be received and contents noted.
- 2. Council note the changes discussed, being:
 - a) Purchase of curtains for the Roma Cultural Centre (\$40,440)
 - b) Purchase of livestreaming/videoconferencing equipment (\$15,000)
 - c) Park run be funded to \$14,500
 - d) Design for Bassett Park kitchen
 - e) With the remainder being allocated to Facilities.

CARRIED 8/0

Responsible Officer Chief Executive Officer

Cr. Flynn, having previously foreshadowed a 'Conflict of Interest' in item C.26 – 'Request from Easter in the Country' for reasons stated under the Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the meeting at 5.55pm, taking no part in discussions and debate on the matter.

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

(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/01.2020/81

Moved Cr McMullen Seconded Cr O'Neil

That Council close the meeting to the public at 5.57pm.

CARRIED 6/1

Resolution No. GM/01.2020/82

Moved Cr O'Neil Seconded Cr McMullen

That Council open the meeting to the public at 6.03pm.

CARRIED 7/0

Item Number: C.26 File Number: D20/3947

SUBJECT HEADING: REQUEST FROM EASTER IN THE COUNTRY

Officer's Title: Chief Executive Officer

Executive Summary:

The agenda item was included for Council's consideration of the request for assistance as detailed by the Easter in the Country committee.

Resolution No. GM/01.2020/83

Moved Cr O'Neil Seconded Cr McMullen

That:

- 1. Council increase their sponsorship of Easter in the Country from \$15,000 to \$18,340, with the additional \$3,340 being the balance of the 2019/20 sponsorship budget.
- 2. Council enter into discussions with the Easter in the Country Committee with regard to their in kind allocation from Council, and that any deliberations be brought back to Council at the first available opportunity.

CARRIED 7/0

Responsible Officer

Deputy Chief Executive Officer

At cessation of discussion and debate on the abovementioned item, Cr. Flynn returned to the Chamber at 6.06pm.

Item Number: C.27 File Number: D20/3683

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/01.2020/84

Moved Cr Chambers Seconded Cr Newman

That Council endorse the proposed amendment to the Organisational Structure as follows:

- Change the employment type of the Customer and Library Services Officer (0671) from Casual FTE 0.60 to Part-time FTE 0.60.



- Change the position title of Associate to the CEO (0500) to Business Planning & Performance Coordinator (0500)
- Change the position title of Lead Infrastructure Program Funding & Budget Coordination Officer (0331) to Program Funding & Budget Coordinator (0331)
- Change the position title of Manager Program & Contract Management (0100) to Deputy Director / Strategic Road Management (0100) and delete the temporary position in lieu of the permanent role (1012).
- Formalise the position of Customer Service Officer Office of the Mayor and CEO.

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. O'Neil	
Cr. Schefe	

Responsible Officer	Manager - Organisational Development &
	Human Resources

Cr. Chambers, having previously foreshadowed a 'Conflict of Interest' in the following item, left the meeting at 6.10pm, taking no part in discussions and debate on the matter.

LATE CONFIDENTIAL ITEMS

Item Number: LC.1 File Number: D20/2938

SUBJECT HEADING: FEE WAIVER REQUEST - SOUTH WEST HOSPITAL &

HEALTH SERVICES

Officer's Title: Regional Grants & Council Events Development

Coordinator

Executive Summary:

Council has been approached by South West Hospital & Health Services (SWHHS) to consider a fee waiver for the use of the Professional visiting room at the Injune Information Centre.

Resolution No. GM/01.2020/85

Moved Cr Chandler

Seconded Cr O'Neil

That Council:

- 1. Decline the request from South West Hospital & Health Services (SWHHS) for a weekly fee waiver for the Professional Room in Injune, and charge the full hire fee of \$96.50 per day.
- 2. Request that outstanding hire fees on the room are paid in full.

CARRIED 6/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:



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

Responsible Officer	Regional Grants & Council Events
·	Development Coordinator

At cessation of discussion and debate on the abovementioned item, Cr. Chambers returned to the Chamber at 6.12pm.

Cr. Flynn, having previously foreshadowed a 'Conflict of Interest' in the following item, left the meeting at 6.12pm, taking no part in discussions and debate on the matter.

Item Number: LC.2 File Number: D20/4314

SUBJECT HEADING: 2020 AUSTRALIA DAY AWARDS

Officer's Title: Regional Grants & Council Events Development

Coordinator

Resolution No. GM/01.2020/86

Moved Cr O'Neil Seconded Cr Chandler

That Council:

- 1. Accept the additional nomination for the 2020 Australia Day awards.
- 2. Change the criteria for the Andrea Murray Memorial Award to include those who are employed in the sector.
- 3. Not award the Achievement Award for 2020 in Roma.

CARRIED 7/0

Responsible Officer	Regional Grants & Council Events
	Development Coordinator

At cessation of discussion and debate on the abovementioned item, Cr. Flynn returned to the Chamber at 6.13pm.

Item Number: LC.3 File Number: D20/4851

SUBJECT HEADING: PETITION FROM RESIDENTS WHO RESIDE IN AND

AROUND ALEX PARADE

Officer's Title: Lead Town Planner

Executive Summary:

Council received a petition from residents who reside in and around Alex Parade, Roma in relation to purported nuisance (noise, dust and odour) from industrial activities located on Spencer Street and west of Spencer Street, Roma. The petition claims that the nuisance is a direct result of Council's decision to allow industrial activities in the Spencer Street area without any protection measures for nearby residents.



Resolution No. GM/01.2020/87

Moved Cr Chambers

Seconded Cr Newman

That:

- A written response be provided to signatories of the petition outlining the various investigations that have been conducted by Council officers in relation to the matters raised in the petition and, where appropriate, provide a summary of the outcomes of Council's investigations and provide an opportunity for these parties to have monitoring equipment placed on their premises.
- 2. A scope of works including costing to engage an independent third party expert to conduct environmental monitoring in the Alex parade area be presented at the next General Meeting on 12 February 2020.

CARRIED 8/0

Responsible Officer Lead Town Planner

Item Number: LC.5

SUBJECT HEADING: ADDITIONAL REQUEST FOR SPONSORSHIP ROMA

RUGBY 7'S

Officer's Title: Regional Sport & Recreation Development Coordinator

Executive Summary:

The Roma Echidnas Rugby Union have approached Council to provide sponsorship to the Roma Rugby 7's Tournament, which will be held in Roma on the first weekend of February 2020. The event will consist of approximately 25 men's teams and 15 women's teams competing in the tournament and will bring in a considerable amount of visitors to the region.

It was recommended that Council approve the additional request for support with traffic management signage on 1 and 2 February 2020.

Resolution No. GM/01.2020/88

Moved Cr Flynn

Seconded Cr O'Neil

That Council:

- 1. Approve the additional request from the Roma Echidnas Rugby Union Club for sponsorship of their Roma Rugby 7's Tournament, which will be held in Roma on the first weekend of February 2020 (1 February).
- 2. Provide financial support with traffic management signage to a cost of \$626 to be allocated to the work order for Local Development Officer (LDO) Works Support.

CARRIED 8/0

Responsible Officer	Regional Sport & Recreation Development
	Coordinator

Cr. O'Neil, having previously foreshadowed a 'Material Personal Interest' in the following item, left the meeting at 6.16pm, taking no part in discussions and debate on the matter.



Item Number: LC.4

SUBJECT HEADING: REQUEST FROM MEAT LIVESTOCK AUSTRALIA

Officer's Title: Manager - Saleyards

Resolution No. GM/01.2020/89

Moved Cr Flynn Seconded Cr Newman

That Council seek costings for a phone signal booster as requested from Meat Livestock Australia, and costings for an additional phone signal booster to be situated at the scales building at Roma Saleyards.

CARRIED 7/0

Responsible Officer Manager - Saleyards

At cessation of discussion and debate on the abovementioned item, Cr. O'Neil returned to the Chamber at 6.19pm.

LATE ITEMS

Item Number: L.6 File Number: D20/5933

SUBJECT HEADING: ANNUAL REPORT 2018-19

Officer's Title: Chief Executive Officer

Executive Summary:

The report tabled the updated annual report following the additional steps referenced in the Council resolution of 11 December 2019.

Resolution No. GM/01.2020/90

Moved Cr O'Neil

That the matter lay on the table to be brought to a future Council meeting, with a view to resolving it as quickly as possible.

CARRIED 8/0

Responsible Officer Chief Executive Officer

Item Number: L.8 File Number: D20/5999

SUBJECT HEADING: ANNUAL REVIEW OF THE IMPLEMENTATION OF THE

ANNUAL OPERATIONAL PLAN

Officer's Title: Chief Executive Officer

Executive Summary:

A new document – Our performance in focus - is proposed to be made available to the community on Council's website or in print format.

This year our reporting has been restructured to enable our stakeholders to view either summary or detailed information about Council's functions.

This agenda item pertains to the report on the annual review of the implementation of the annual operational plan, but has been prepared in parallel with the Annual Report. It enables our interested stakeholders to review either summary information (Annual Report), or detailed information on each of Council's functions (Our performance in focus).



This document effectively provides a mini-annual report for each function that aims to further increase the transparency of our operations for our community.

	Resolution No. GM/01.2020/91		
	Moved Cr O'Neil		
	That the item lay on the table to be considered	at a future Council meeting.	
	CARRIED		8/0
I	Responsible Officer	Chief Executive Officer	
	CLOSURE		
	CLOSORL		
	There being no further business, the Mayor thank meeting closed at 6.30pm.	ked Council for their attendance and de	eclared the
	These Minutes are to be confirmed at the next February 2020, at Roma Administration Centre	_	d on 12
	Mayor	Date	

MINUTES OF THE SPECIAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 31 JANUARY 2020 COMMENCING AT 4.00PM

ATTENDANCE

Mayor Cr. T D Golder chaired the meeting, Cr. G B McMullen, Cr. W M Newman (by telephone), Cr. C J O'Neil (by telephone), Cr D J Schefe, Cr. J M Stanford (by telephone), Chief Executive Officer – Julie Reitano in attendance.

WELCOME

The Mayor welcomed all present and declared the meeting open at 4.02pm.

APOLOGIES

Resolution No. SM/01.2020/10

Moved Cr Schefe

Seconded Cr McMullen

That apologies be received and leave of absence granted for Cr. Chandler, Cr. Chambers and Cr. Flynn for this meeting.

CARRIED 6/0

DECLARATION OF CONFLICTS OF INTEREST

The Chief Executive Officer briefed Cr. Schefe and Councillors about the preliminary telephone conversations with the event organiser. During the conversation the event organiser had advised of interest from one of the business owners in Roma. Whilst the details did not form part of the request before Council, it was mentioned so that Cr Schefe could consider the matter.

Having regard to the information provided, Cr Schefe declared a 'Material Personal Interest' with the following item due to the business mentioned being owned by his brother's family:

• 6.1 – Request for in-kind assistance – venue hire – Buy from the Bush campaign.

Cr. Schefe advised that he would remove himself from discussions and decision on the abovementioned item.

BUSINESS

Item Number: 6.1 File Number: D20/7448

SUBJECT HEADING: REQUEST FOR IN-KIND ASSISTANCE - VENUE HIRE -

BUY FROM THE BUSH CAMPAIGN

Officer's Title: Manager - Economic & Community Development

Executive Summary:

The successful "Buy from the Bush" campaign founder Kerri Brennan, has approached Council for support for her inland Queensland tour which is commencing 24 February and concluding 21 March 2020. The event is aimed at teaching business owners (targeting women on the land) how to build and run an online business. The events offer free admission.

Local promotions organiser "Maranoa Events" (contact Rhondda Toms-Morgan) is hosting the visit of Buy from the Bush, and organising the events. Council was requested to provide in-kind assistance for venue hire.



Resolution No. SM/01.2020/11

Moved Cr O'Neil Seconded Cr McMullen

That Council waive the security deposit and venue hire for two Council facilities for two days in support of the events.

CARRIED 5/0

Responsible Officer Manager - Economic & Community
Development

At cessation of discussion and debate on the abovementioned item, Cr. Schefe returned to the Chambers.

Item Number: 6.2 File Number: D20/7557

SUBJECT HEADING: HEAD FUNDING AGREEMENT BETWEEN THE STATE OF

QUEENSLAND AND MARANOA REGIONAL COUNCIL

Officer's Title: Customer Service Officer

Executive Summary:

Council received a letter from the Director-General, Department of Local Government, Racing and Multicultural Affairs requesting for the New Head Funding Agreement to be reviewed, signed and sent back by 31 January 2020.

Resolution No. SM/01.2020/12

Moved Cr Schefe Seconded Cr O'Neil

That the Chief Executive Officer be authorised to sign the Head Funding Agreement.

CARRIED 6/0

Responsible Officer Customer Service Officer

Item Number: 6.3 File Number: D20/7656

SUBJECT HEADING: ANNUAL REPORT 2018-19

Officer's Title: Chief Executive Officer

Executive Summary:

At Council's meeting on 24 January 2020, it was resolved that:

GM/01.2020/90

That the matter lay on the table to be brought to a future council meeting, with a view to resolving it as quickly as possible.

Updated pages have been circulated to Councillors for review.

Resolution No. SM/01.2020/13

Moved Cr O'Neil Seconded Cr Stanford

That the annual report be adopted inclusive of the three updated pages, and that the cost be confirmed as the cost of printing internally and the fees and charges be updated to reflect this.



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. McMullen	Cr. Golder	
Cr. Newman		
Cr. O'Neil		
Cr. Schefe		
Cr. Stanford		
CARRIED		5/1

Responsible Officer Chief Executive Officer

Item Number: 6.4 File Number: D20/7661

SUBJECT HEADING: ANNUAL REVIEW OF THE IMPLEMENTATION OF THE

ANNUAL OPERATIONAL PLAN

Officer's Title: Chief Executive Officer

Executive Summary:

The item re-tabled the report previously submitted to the 24 January 2020 Council meeting.

A new document – Our performance in focus - was proposed to be made available to the community on Council's website or in print format.

This year our reporting has been restructured to enable our stakeholders to view either summary or detailed information about Council's functions.

This agenda item pertained to the report on the annual review of the implementation of the annual operational plan, but has been prepared in parallel with the Annual Report. It enables our interested stakeholders to review either summary information (Annual Report), or detailed information on each of Council's functions (Our performance in focus).

This document effectively provides a mini-annual report for each function that aims to further increase the transparency of our operations for our community.

Resolution No. SM/01.2020/14

Moved Cr O'Neil

Seconded Cr Stanford

That the review and document be received and made available on Council's website and in print format and that the cost be confirmed as the cost of printing internally and the fees and charges be updated to reflect this.

CARRIED 6/0

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 4.29pm.

		Date.	
		R	

MINUTES OF THE SPECIAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 4 FEBRUARY 2020 COMMENCING AT 12.00PM

ATTENDANCE

Mayor Cr. T D Golder chaired the meeting with Deputy Mayor J L Chambers, Cr. P J Flynn, Cr. G B McMullen, Cr. W M Newman, Cr D J Schefe, Cr. J M Stanford and Chief Executive Officer – Julie Reitano in attendance.

WELCOME

The Mayor welcomed all present and declared the meeting open at 1.21pm.

APOLOGIES

Resolution No. SM/02.2020/01

Moved Cr Flynn

Seconded Cr Newman

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

CARRIED 7/0

DECLARATION OF CONFLICTS OF INTEREST

There were no declarations of Conflicts of Interest.

BUSINESS

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

(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/02.2020/02

Moved Cr Newman

Seconded Cr Chambers

That Council close the meeting to the public at 1.23pm.

CARRIED 7/0

Resolution No. SM/02.2020/03

Moved Cr McMullen

Seconded Cr Schefe

That Council open the meeting to the public at 1.25pm.

CARRIED 7/0

Item Number: C.1 File Number: D20/8200

SUBJECT HEADING: REQUEST FOR LETTER OF SUPPORT - THE CLUB

HOTEL



Officer's Title:	Customer Service Officer	
Executive Summary: This report presented a request rescope of the Expenses Reimburse	ceived for a letter of support from the Mayor that is outside th ment Policy.	е
Resolution No. SM/02.2020/04		
Moved Cr McMullen	Seconded Cr Schefe	
	r of support to the requesting organisation to extend f Friday 27 – Saturday 28 March 2020.	their
CARRIED	7/0	
Responsible Officer	Customer Service Officer	
CLOSURE		
There being no further business, meeting closed at 1.28pm.	the Mayor thanked Council for their attendance and declare	d the
These Minutes are to be confirm February 2020, at Roma Admini	ed at the next General Meeting of Council to be held on stration Centre.	12
 Mayor	Date	

General Meeting - 12 February 2020

NOTICE OF RESCISSION

Meeting: General 12 February 2020 **Date:** 6 February 2020

Item Number: 8.1 File Number: D20/9398

SUBJECT HEADING: Noonga Community Association - Requesting key

for Jackson Transfer Station

Classification: Open Access

Councillor's Title: Cr Erin Tompkins

Original Resolution Meeting Date: 11 December 2019

Resolution Number: GM/12.2019/18

Resolution:

That Council:

- 1. Approve for the Noonga Hall Committee to have key access to the Jackson Waste Facility, upon receipt of the applicable application form.
- 2. Waive all waste fees up to and including the 30 June 2020.
- Review State Waste Levy costs with particular emphasis on the levy for commercial and industrial waste in line with Council's further budget considerations.
- 4. Notify the Noonga Hall Committee three (3) months in advance of any changes to points 1 and 2 above.

Rescission Recommendation:

That Council Rescind Resolution Number GM/12.2019/18 that originally stated:

That Council:

- 1. Approve for the Noonga Hall Committee to have key access to the Jackson Waste Facility, upon receipt of the applicable application form.
- 2. Waive all waste fees up to and including the 30 June 2020.
- Review State Waste Levy costs with particular emphasis on the levy for commercial and industrial waste in line with Council's further budget considerations.
- 4. Notify the Noonga Hall Committee three (3) months in advance of any changes to points 1 and 2 above.

Recommendation:

That Council replace the above resolution with the following:

That Council:

General Meeting - 12 February 2020

- 1. Approve for the Noonga Community Association Inc to have key access to the Jackson Waste Facility, upon receipt of the applicable application form.
- 2. Waive all waste fees up to and including the 30 June 2020.
- Review State Waste Levy costs with particular emphasis on the levy for commercial and industrial waste in line with Council's further budget considerations.
- 4. Notify the Noonga Community Association Inc. three (3) months in advance of any changes to points 1 and 2 above.

Background:

At the Council meeting on 11 December, a report was tabled regarding the Noonga Hall Committee seeking approval to hold a key and continual fee waiver of all waste costs, for all waste generated from events and activities at the Noonga Hall and disposed at the Jackson Transfer Facility.

The report and resulting resolution referenced the "Noonga Hall Committee" as the user, however the correct name of the applicable group is the Noonga Community Association Inc. This report seeks to update the name of the user group in the resolution.

Supporting Documentation:

Nil

Notice prepared by: Associate to the Chief Executive Officer

General Meeting - 12 February 2020

NOTICE OF RESCISSION

Meeting: General 12 February 2020 Date: 6 February 2020

Item Number: 8.2 File Number: D20/9518

SUBJECT HEADING: Council Chambers Live Streaming

Classification: Open Access

Councillor's Title: Cr Cameron O'Neil

Original Resolution Meeting Date: 11 December 2019

Resolution Number: GM/12.2019/52

Resolution:

That:

- 1. The purchase of the live streaming/video conferencing equipment be referred to the Quarter 2 budget review for consideration.
- 2. Council develop a plan to implement a trial at a special public interest event, to then be rolled out to all General Meetings of Council thereafter.

Rescission Recommendation:

That Council Rescind Resolution Number GM/12.2019/52 that originally stated:

That:

- 1. The purchase of the live streaming/video conferencing equipment be referred to the Quarter 2 budget review for consideration.
- 2. Council develop a plan to implement a trial at a special public interest event, to then be rolled out to all General Meetings of Council thereafter.

Recommendation:

That Council replace the above resolution with the following:

That:

- 1. The purchase of the live streaming/video conferencing equipment be referred to the Quarter 2 budget review for consideration.
- Council develop a plan to implement a trial at a special public interest event (ie. the Special Budget Meeting) and following a review of the trial, further consider the roll out of live streaming at that time.

Background:

At the Council meeting on 11 December 2019, Council discussed the live streaming of meetings.

General Meeting - 12 February 2020

It is proposed that the resolution from this meeting be rescinded and replaced with an amended resolution to better clarify Council's actions following the trial. This will provide an opportunity for the new Council, following the 2020 Local Government Election, to consider the implementation of live streaming going forward.

Supporting Documentation:

Nil

Notice prepared by: Councillor

General Meeting - 12 February 2020

NOTICE OF RESCISSION

Meeting: General 12 February 2020 Date: 6 February 2020

Item Number: 8.3 File Number: D20/9532

SUBJECT HEADING: Crossroads Road - Realignment Update

Classification: Open Access

Councillor's Title: Cr Cameron Hoffmann

Original Resolution Meeting Date: 11 December 2019

Resolution Number: GM/12.2019/62

Resolution:

That Council authorise the Chief Executive Officer (or delegate) to:

1. Enter into a road agreement with the impacted landowner.

2. Complete the required actions with the Department of Natural Resources, Mines and Energy to effect a simultaneous road opening and closing action to formalise the realignment of Crossroads Road.

Rescission Recommendation:

That Council Rescind Resolution Number GM/12.2019/62 that originally stated:

That Council authorise the Chief Executive Officer (or delegate) to:

- Enter into a road agreement with the impacted landowner.
- 2. Complete the required actions with the Department of Natural Resources, Mines and Energy to effect a simultaneous road opening and closing action to formalise the realignment of Crossroads Road.

Background:

In attempting to undertake the action as outlined in the resolution, Council Officers have been advised by the State Government that a "simultaneous road opening and closing action" is not permitted in this circumstance. Council Officers have been in discussion with the resident's representative regarding this change.

The full details of the matter, included a proposed new resolution, are outlined in a report tabled for the Council meeting on 12 February 2020 – see confidential agenda item titled "Crossroads Road – Realignment Update".

Supporting Documentation:

Nil

General Meeting - 12 February 2020

Notice prepared by: Deputy Director Infrastructure Services/Strategic

Road Management

General Meeting - 12 February 2020

OFFICER REPORT

Meeting: General 12 February 2020 **Date:** 6 February 2020

Item Number: 11.1 File Number: D20/9417

SUBJECT HEADING: Financial reports for the month ended 31

December 2019

Classification: Open Access

Officer's Title: Contractor - Finance Systems Support

Executive Summary:

The purpose of this report is 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 December 2019 (including year to date).

Officer's Recommendation:

That the monthly financial report for the period ending 31 December 2019 be received and noted.

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).

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
Nil	

Context:

Why is the matter coming before Council?

To present the financial report for the month of December 2019, in accordance with section 204 of the *Local Government Regulation 2012*.

General Meeting - 12 February 2020

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

This report tables Operating Statement (revenue & expenditure) actuals V budget and balance sheet for the period ended 31 December 2019.

For the six months ended 31 December 2019 total operating revenue was \$37.3M representing 43.4% of budget with 50% of the year elapsed. This is slightly down due to the timing of Financial Assistance Grant being receipted.

Within total operating expenses employee costs were 43.2% of budget with materials & services 49.7%.

For the six months ended 31 December 2019 Queensland Treasury Corporation (QTC) loans were reduced by \$634,736 with interest paid of \$301,548 and admin fees of \$9,924 as per table below:

QTC Loans consolidated	July	August	September	October	November	December	YTD Cumulative 2019/2020
Opening Balance	17,384,522	17,437,376	17,490,230	17,070,066	17,122,432	17,173,109	17,384,522
Loan Repayments	0	0	-471,078			-475,130	-946,208
Accrued Interest	51,172	51,172	49,292	50,697	49,062	50,155	301,549
Accrued Admin	1,682	1,682	1,622	1,669	1,616	1,653	9,924
Redemption							-634,735
Closing Balance QTC statement	17,437,376	17,490,230	17,070,066	17,122,432	17,173,109	16,749,787	16,749,787

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)

Local Government Regulation 2012

204 Financial report

- (1) The local government must prepare a financial report.
- (2) The chief executive officer must present the financial report -

General Meeting - 12 February 2020

- (a) If the local government meets less frequently than monthly at each meeting of the local government; or
- (b) Otherwise at a meeting of the local government once a month.
- (3) The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.

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)

This report is for information purposes.

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?

The purpose of this report is to present financial information on the progress that has been made in relation to Council's budget for the period 1 December 2019 to 31 December 2019.

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)

This report is for information purposes.

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)

Interested Parties – Maranoa Community, Department of Local Government, Racing and Multicultural Affairs, Queensland Audit Office.

General Meeting - 12 February 2020

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 Local Government Regulation 2012	The presentation of the financial report is in accordance with the Regulation.

Advice to Council:

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

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

The presentation of monthly financial statements is a legislative requirement.

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 the monthly financial report for the period ending 31 December 2019 be received and noted.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 2: Delivering strong financial management

- 2.5 Measure and report on what we've done
- 2.5.2 Measure and communicate our financial performance on a monthly, quarterly and annual basis to the community and other stakeholders.

Supporting Documentation:

•	
Balance sheet as at 31 December 2019	D2020/0009444
Total Council Actual V Budget as at 31 December 2019	D2020/0009445
Office of the CEO Directorate Actual V Budget as at 31	D2020/0009448
December 2019	
Corporate Community & Commercial Services	D2020/0009451
Directorate Actual V Budget as at 31 December 2019	
Development Facilities & Environment Directorate Actual	D2020/0009454
V Budget as at 31 December 2019	
Infrastructure Services Directorate Actual V Budget as at	D2020/0009455
31 December 2019	
	Total Council Actual V Budget as at 31 December 2019 Office of the CEO Directorate Actual V Budget as at 31 December 2019 Corporate Community & Commercial Services Directorate Actual V Budget as at 31 December 2019 Development Facilities & Environment Directorate Actual V Budget as at 31 December 2019 Infrastructure Services Directorate Actual V Budget as at

Report authorised by:

Chief Executive Officer



Maranoa Regional Council Actual as at 31 December 2019

STATEMENT OF FINANCIAL POSITION

	Actual	Actual
	As at 31/12/2019	Audited FY 30/6/2019
Current Assets		
Cash and Cash Equivalents	4,172,458	2,073,000
Investments	73,000,569	
Trade & Other Receivables	4,179,771	10,605,000
Inventories - Realisable < 12 Months	1,867,230	1,945,000
	83,220,029	97,523,000
Non Current Assets Held For Sale	0	0
Non-current Assets		
Infrastructure Property Plant Equipment	740,447,526	750,064,000
Projects - capital	65,891,589	38,486,000
	806,339,114	788,550,000
TOTAL ASSETS	889,559,143	886,073,000
Comment Linkillator		
Current Liabilities	(2.224.542)	(40.207.000)
Trade & Other Payables Short Term Provisions	(3,234,543) (7,645,983)	(10,207,000) (7,930,000)
Suspense	(108,371)	(198,000)
Borrowings	(1,313,596)	(1,314,000)
Dorrowings	(12,302,493)	(19,649,000)
Non-current Liabilities	(12,002,100)	(10,010,000)
Long Term Provisions	(26,992,022)	(26,992,000)
Long Term Borrowings	(15,436,190)	(16,071,000)
	(42,428,212)	(43,063,000)
TOTAL LIABILITIES	(54,730,705)	(62,712,000)
NET COMMUNITY ASSETS	834,828,438	823,361,000
Community Equity		
Asset Revaluation Reserve	(276,713,606)	(276,715,000)
Accumulated Surplus	(506,492,849)	(502,742,000)
Other Reserves	(51,621,984)	(43,904,000)
TOTAL COMMUNITY EQUITY	(834,828,438)	(823,361,000)



TOTAL COUNCIL

		L COUNCIL		
	Current	% of Year Elap		
	Budget	Actual	%	Comments
	2019-2020	31/12/2019	Variance	
One and time Passance				
Operating Revenue	(05.000.000)	(47.405.504)	40.00/	
Rates and charges	(35,990,380)	(17,495,564)	48.6%	
Sale of goods and major services	(3,599,367)	(1,546,647)	43.0%	
Fees and charges - commercial	(9,762,843)	(5,344,408)	54.7%	
Fees and charges - statutory	(1,746,497)	(1,630,065)		Refer Development Facilities & Environment directorate
Rental and levies	(819,214)	(324,175)	39.6%	
Investment income - interest	(1,867,000)	(785,033)		Refer CCC Directorate
Sales of contract and recoverable works	(6,329,000)	(1,691,597)		Refer Infrastructure Directorate
Other Revenue	(2,102,297)	(1,568,012)		Refer CCC & Infrastructure Directorates
Reimbursements	0	0	0.0%	
Grants subsidies and contributions	(20,822,899)	(5,275,799)	25.3%	
Recovery of indirect expenses - external	(1,717,170)	(502,491)	29.3%	
Internal revenue - water from standpipe	(1,222,000)	(1,108,008)	90.7%	
Total Operating Revenue	(85,978,667)	(37,271,799)	43.4%	
Operating Expenses		40.000.740		
Employee costs	37,159,227	16,062,743	43.2%	
Materials and services	31,081,411	15,446,147	49.7%	
Plant hire internal	(3,144,762)	(1,128,440)	35.9%	
Overhead recovery	(9,129,790)	(3,565,906)	39.1%	
Materials and services - contracts	6,692,558	2,037,648	30.4%	
Finance Costs	696,417	301,548	43.3%	
Depreciation Amortisation and Impairment	19,237,060	9,614,938	50.0%	
Other Expenses	101,168	73,741		Refer CCC Directorate
Internal expense - rates and charges	(17,280)	10,732	-62.1%	
Indirect expenses - corporate	0	0	0.0%	
Total Operating Expenses	82,676,009	38,853,151	47.0%	
Reserve Transfers				
	4 574 007		0.00/	
Transfer to reserves for operational	1,571,627	0	0.0%	
Transfer from reserves for operational	(3,117,706)	0	0.0%	
Transfer to reserves for capital	1,669,148	0	0.0%	
Transfer from reserves for capital	(28,755,448)	0	0.0%	
Operating (Surplus)/Deficit Before Capital Items	(31,935,037)	1,581,352	-5.0%	
Capital Revenues and Expenses				
Grants and subsidies (capital) - Federal	(7,290,881)	(4,582,869)	62.9%	
Grants and subsidies (capital) - State	(8,038,938)	(2,805,636)	34.9%	
Other capital grants and subsidies	(0,000,000)	(2,000,000)	0.0%	
Contributions - capital	(24,881,331)	(5,507,233)	22.1%	
Operating (Surplus)/Deficit After Capital Items	(72,146,187)	(11,314,387)	15.7%	
	(/2(///////////////////////////////////	(11,011,001)	101110	
Sources and Applications of Capital Funding				
Capital Funding Sources				
Loans Contra	l ol	0	0.0%	
Sale proceeds - trade ins/auctions	(2,353,000)	(151,837)	6.5%	
Funded depreciation	(19,237,060)	0	0.0%	
Total Capital Funding Sources Used	(21,590,060)	(151,837)	0.7%	
Capital Funding Applications				
Projects - capital	88,464,205	27,405,049	31.0%	
Loan repayments	1,274,250	634,736	49.8%	
Total Capital Funding Applications	89,738,455	28,039,785	31.2%	



OFFICE OF THE CEO DIRECTORATE



CORPORATE, COMMUNITY & COMMERCIAL SERVICES DIRECTORATE

CORPORATE, C	Current	% of Year Elap		DIRECTORATE
	Budget	Actual	%	Comments
	2019-2020	31/12/2019	Variance	- Comments
Operating Revenue				
Rates and charges	(25,277,508)	(11,870,977)	47.0%	
Sale of goods and major services	0	0	0.0%	
Fees and charges - commercial	(3,989,818)	(2,264,969)	56.8%	
Fees and charges - statutory	(150,804)	(135,009)	89.5%	
Rental and levies	0	0	0.0%	
Investment income - interest	(1,867,000)	(785,033)		Unanticipated drop in short term interest rates
Sales of contract and recoverable works	0	0	0.0%	
Other Revenue	(253,000)	(289,177)	114.3%	Refund from ATO pre amalgamation not budgeted for
Reimbursements	0	0	0.0%	
Grants subsidies and contributions	(17,693,456)	(3,592,530)	20.3%	
Recovery of indirect expenses - external	(1,717,170)	(502,491)	29.3%	
Internal revenue - water from standpipe	0	0	0.0%	
Total Operating Revenue	(50,948,756)	(19,440,186)	38.2%	
Operating Expenses				
Employee costs	14,105,856	5,672,386	40.2%	
Materials and services	4,450,741	2,344,658	52.7%	Annual coffware licenses to 2010/20 poid in advance
				Annual software licences fy 2019/20 paid in advance
Plant hire internal	335,111	126,407	37.7%	
Overhead recovery	(9,129,790)	(3,565,906)	39.1%	
Materials and services - contracts	1,595,400	703,102	44.1%	
Finance Costs	155,026	55,498	35.8%	
Depreciation Amortisation and Impairment	402,287	196,142	48.8%	
Other Expenses	86,484	62,040	71.7%	Increased QTC admin fees due to higher than average QTC investments
Internal expense - rates and charges	0	0	0.0%	
Indirect expenses - corporate	(1,306,597)	(653,296)	50.0%	
Total Operating Expenses	10,694,518	4,941,031	46.2%	
Reserve Transfers				
Transfer to reserves for operational	237,812	0	0.0%	
Transfer from reserves for operational	(17,145)	0	0.0%	
Transfer to reserves for capital	0	0	0.0%	
Transfer from reserves for capital	(1,815,126)	0	0.0%	
Operating (Surplus)/Deficit Before Capital Items	(41,848,697)	(14,499,155)	34.6%	
Canital Povenues and Expenses				
Capital Revenues and Expenses Grants and subsidies (capital) - Federal	(3,933,627)	(2,804,605)	71.3%	
Grants and subsidies (capital) - Pederal Grants and subsidies (capital) - State	(1,841,483)	(1,110,000)	60.3%	
Other capital grants and subsidies	(1,041,403)	(1,110,000)	0.0%	
Contributions - capital		0	0.0%	
Operating (Surplus)/Deficit After Capital Items	(47,623,807)	(18,413,760)	38.7%	
- · · · · · · · · · · · · · · · · · · ·				
Sources and Applications of Capital Funding				
Capital Funding Sources		_	0.007	
Loans Contra	0	0	0.0%	
Sale proceeds - trade ins/auctions	0	0	0.0%	
Funded depreciation	(402,287)	0	0.0%	
Total Capital Funding Sources Used	(402,287)	0	0.0%	
Capital Funding Applications				
Projects - capital	7,954,564	6,451,827	81.1%	
Loan repayments	238,714	114,125	47.8%	
Total Capital Funding Applications	8,193,278	6,565,952	80.1%	



DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES DIRECTORATE

DEVELOPMENT, FA	Current	% of Year Elap		ES DIRECTURATE
	Budget	Actual	%	Comments
	2019-2020	31/12/2019	Variance	Comments
Operating Revenue				
Rates and charges	(2,308,574)	(1,152,207)	49.9%	
Sale of goods and major services	0	0	0.0%	
Fees and charges - commercial	(1,581,091)	(720,191)	45.6%	
Fees and charges - statutory	(1,093,621)	(1,223,320)		Waste Levy contribution
Rental and levies	(819,214)	(324,175)	39.6%	
Investment income - interest	0	0	0.0%	
Sales of contract and recoverable works	0	(202.040)	0.0%	
Other Revenue	(160,508)	(293,019)	182.6%	
Reimbursements	(4.705.050)	(744.005)	0.0% 43.0%	
Grants subsidies and contributions Recovery of indirect expenses - external	(1,725,052)	(741,965)	0.0%	
Internal revenue - water from standpipe	(47,000)	(5,375)	11.4%	
Total Operating Revenue	(7,735,060)	(4,460,251)	57.7%	
Total Operating Revenue	(7,735,000)	(4,400,251)	37.776	
Operating Expenses				
Employee costs	6,082,735	2,894,448	47.6%	
Materials and services	10,560,533	4,008,876	38.0%	
Plant hire internal	820,055	358,771	43.7%	
Overhead recovery	0	0	0.0%	
Materials and services - contracts	1,314,336	556,301	42.3%	
Finance Costs	31,706	9,859	31.1%	
Depreciation Amortisation and Impairment	2,542,613	1,266,242	49.8%	
Other Expenses	0	840	0.0%	
Internal expense - rates and charges	40,000	10,732	26.8%	
Indirect expenses - corporate	152,385	76,192	50.0%	
Total Operating Expenses	21,544,363	9,182,261	42.6%	
Reserve Transfers				
Transfer to reserves for operational	71,666	0	0.0%	
Transfer from reserves for operational	(1,312,387)	0	0.0%	
Transfer to reserves for capital	130,000	0	0.0%	
Transfer from reserves for capital	(4,865,074)	0	0.0%	
Operating (Surplus)/Deficit Before Capital Items	7,833,508	4,722,010	60.3%	
Capital Revenues and Expenses				
Grants and subsidies (capital) - Federal	(500,000)	0	0.0%	
Grants and subsidies (capital) - State	(1,342,500)	49	0.0%	
Other capital grants and subsidies	0	0	0.0%	
Contributions - capital	(130,000)	(51,668)	39.7%	
Operating (Surplus)/Deficit After Capital Items	5,861,008	4,670,391	79.7%	
Courses and Applications of Course Frontier				
Sources and Applications of Capital Funding Capital Funding Sources				
Loans Contra	اه	0	0.0%	
Sale proceeds - trade ins/auctions	Ĭ	(74,724)	0.0%	
Funded depreciation	(2,542,613)	0	0.0%	
Total Capital Funding Sources Used	(2,542,613)	(74,724)	2.9%	
Control Founding Appellants				
Capital Funding Applications	7 505 055	0.040.074	00.70/	
Projects - capital	7,565,255	2,016,974	26.7%	
Loan repayments	286,540 7,851,795	144,479 2,161,453	50.4% 27.5%	-
Total Capital Funding Applications	1,001,195	2,101,403	21.5%	



INFRASTRUCTURE SERVICES DIRECTORATE

	Current	% of Year Elap	sed - 50%	
	Budget	Actual	%	Comments
	2019-2020	31/12/2019	Variance	Comments
	2010 2020	011122010	Va.14.100	
Operating Revenue				
Rates and charges	(8,404,298)	(4,472,381)	53.2%	
Sale of goods and major services	(3,599,367)	(1,546,647)	43.0%	
Fees and charges - commercial	(4,191,934)	(2,359,248)	56.3%	
Fees and charges - statutory	(502,072)	(271,736)	54.1%	
Rental and levies	0	0	0.0%	
Investment income - interest	0	0	0.0%	
Sales of contract and recoverable works	(6,329,000)	(1,691,597)	26.7%	majority of MRD works will commence in 2nd half of financial year
Other Revenue	(1,561,789)	(933,924)	59.8%	, , , , , , , , , , , , , , , , , , , ,
Reimbursements	0	0	0.0%	
Grants subsidies and contributions	(1,380,891)	(892,347)	64.6%	
Recovery of indirect expenses - external	(1,000,001)	(002,041)	0.0%	
Internal revenue - water from standpipe	(1,175,000)	(1,102,633)	93.8%	
Total Operating Revenue	(27,144,351)	(13,270,513)	48.9%	
Total Operating Revenue	(27,144,331)	(13,270,313)	40.370	
Operating Expenses				
Employee costs	15,357,393	6,823,241	44.4%	
Materials and services	15,228,737	8,277,240	54.4%	
Plant hire internal	(4,328,882)	(1,616,415)	37.3%	
Overhead recovery	(4,020,002)	(1,010,410)	0.0%	
Materials and services - contracts	3,782,822	778.245	20.6%	
Finance Costs	509,685	236,192	46.3%	
Depreciation Amortisation and Impairment	16,292,160	8,152,554	50.0%	
Other Expenses	14,684	10,861	74.0%	
Internal expenses - rates and charges	92,701	10,001	0.0%	
Indirect expenses - corporate	1,154,212	577,104	50.0%	
Total Operating Expenses	48,103,512	23,239,022	48.3%	
Reserve Transfers				
Transfer to reserves for operational	1,262,149	0	0.0%	
Transfer from reserves for operational	(1,788,174)	0	0.0%	
Transfer to reserves for capital	1,539,148	0	0.0%	
Transfer from reserves for capital	(22,075,248)	0	0.0%	
Operating (Surplus)/Deficit Before Capital Items	(102,964)	9,968,510	-9681.5%	
Conital Revenues and Evenues				
Capital Revenues and Expenses	(0.057.054)	(4.770.004)	62.20/	
Grants and subsidies (capital) - Federal	(2,857,254)	(1,778,264)	62.2%	
Grants and subsidies (capital) - State	(4,854,955)	(1,695,685)	34.9%	
Other capital grants and subsidies	(04.754.004)	(5.455.500)	0.0%	
Contributions - capital	(24,751,331)	(5,455,566)	22.0%	
Operating (Surplus)/Deficit After Capital Items	(32,566,504)	1,038,995	-3.2%	
Sources and Applications of Capital Funding				
Capital Funding Sources				
Loans Contra		0	0.0%	
Sale proceeds - trade ins/auctions	(2,353,000)	(77,113)	3.3%	
Funded depreciation	(16,292,160)	(77,113)	0.0%	
Total Capital Funding Sources Used	(18,645,160)	(77,113)	0.0%	
Total Suprair Funding Sources Source	(10,040,100)	(77,110)	0.470	
Capital Funding Applications				
Projects - capital	72,944,386	18,936,249	26.0%	
Loan repayments	748,996	376,131	50.2%	
Total Capital Funding Applications	73,693,382	19,312,380	26.2%	

General Meeting - 12 February 2020

OFFICER REPORT

Meeting: General 12 February 2020 **Date:** 6 February 2020

Item Number: 11.2 File Number: D20/9625

SUBJECT HEADING: Investment report for the month of December

2019

Classification: Open Access

Officer's Title: Contractor - Finance Systems Support

Executive Summary:

The purpose of this report is to present to Council the Investment Report (including the Trading Limits Report) as at 31 December 2019.

Officer's Recommendation:

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

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).

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
QTC	Queensland Treasury Corporation
APRA	Australian Prudential Regulation Authority
BBSW	Bank Bill Swap reference rate (Interest rate benchmarking)

Context:

Why is the matter coming before Council?

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

General Meeting - 12 February 2020

Background:

Has anything already happened in relation to this matter?

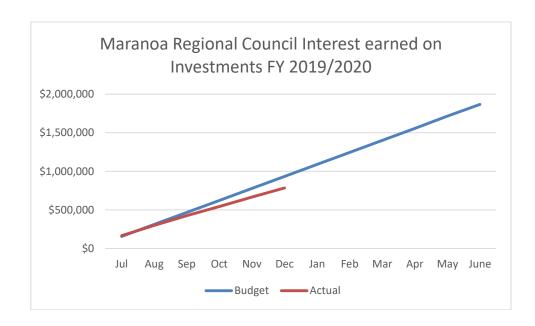
(Succinct overview of the relevant facts, without interpretation)

This report tables the Investment Report which incorporates an Investment Trading Limits Report as at 31 December 2019.

For the six months ended 31 December 2019 actual interest earned on investments totaled \$785,032 which represented 35.62% of the annual budget with 41.67% of the year elapsed.

Interest earned on Investments

interes	st earned on in	vestments
	Budget	Actual
Jul	\$155,583	\$165,259
Aug	\$311,166	\$299,321
Sep	\$466,749	\$425,049
Oct	\$622,332	\$543,158
Nov	\$777,915	\$665,039
Dec	\$933,498	\$785,032
Jan	\$1,089,081	
Feb	\$1,244,644	
Mar	\$1,400,248	
Apr	\$1,555,831	
May	\$1,714,414	
June	\$1,866,997	



General Meeting - 12 February 2020

As per the December Trade limits report total investments with AMP exceeded Council's policy limits on individual institutions by \$1.3m due to a crossover of investments when trying to lock in higher investment returns where the market is predicted to decline further. This will be rectified with two million returning from AMP in March.

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)

Statutory Bodies Financial Arrangements Act 1982

Section 47 Statutory body to try to invest at most advantageous rate

- (1) A statutory body must use its best efforts to invest its funds
 - (a) At the most advantageous interest rate available to it at the time of the investment for an investment of the proposed type; and
 - (b) In a way it considers is most appropriate in all the circumstances.
- (2) The statutory body must keep records that show it has invested in the way most appropriate in all the circumstances.

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 has adopted an Investment Policy with a contemporary approach to investments based on an assessment of market and liquidity risk within the legislative framework of the *Statutory Bodies Financial Arrangements Act 1982* and the *Statutory Bodies Financial Arrangements Regulations 2007.*

The sections of the Investment Policy relevant to this report are the Investment Guidelines and in particular the Portfolio Investment parameters and credit requirements.

It should be noted that unrated deposit taking institutions are regulated by the Australian Prudential Regulation Authority (APRA). Investments up to \$250,000 with any one of these institutions are guaranteed by the Australian Government; which ensures they are more secure than A1+ institutions.

Council's maximum investment with any one unrated institution is limited to the guaranteed amount by the Australian Government of \$250,000 - with the total across all institutions in this category limited to 10% of Council's Portfolio.

(The Australian Prudential Regulation Authority (APRA) is an independent statutory authority established by the Australian Government on 1 July 1998 which supervises institutions across banking, insurance and superannuation.

General Meeting - 12 February 2020

The authority is responsible for maintaining the safety and soundness of financial institutions, such that the community can have confidence that they will meet their financial commitments under all reasonable circumstances. APRA is accountable to the Australian Parliament.)

The following table shows the credit ratings and counterparty limits for Council: Short Term Rating (Standard & Poor's) or equivalent	Individual Counterparty Limit	Total Limit (Max % of Portfolio)	Maximum Funds (Any one institution)
A1+	25%-35%	100%	\$8M
A1	10%-20%	50%	\$8M
A2 – Financial Institutions only	5%-15%	30%	\$4M
A3 – Financial Institutions only	2%-7%	10%	\$4M
All other approved deposit taking institutions regulated by APRA.	\$250,000 (government guarantee only)	10%	\$250,000
QIC/QTC Pooled Cash Management Funds	100%	100%	Unlimited

Council's Investment Portfolio is the result of investments made with deposit taking institutions based on policy parameters and the best rates available on the day funds are invested.

As a government entity investing substantial funds with each transaction, Council's investments are made to achieve the best possible rate, consistency of returns And reduce potential risk of fraud; by locking down where funds can be deposited to and having specific authorizers nominated by the banks.

Each bank nominates where and how Council is to deposit investment funds with them. This is usually made directly with a bank's treasury department or specific section. Where Council has invested with institutions which have a local presence – each local branch has referred Council to their treasury department / nominated section for receiving investment deposits.

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)

Director Corporate, Community & Commercial Services.

Funding Bodies:

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

Not applicable.

General Meeting - 12 February 2020

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?

2019/20 Budgeted Investment Income - \$1,867,000 2019/20 Actual Investment Income Year to Date - \$785,032

As market rates have dropped significantly and will continue to fall in the near future budget amendments for interest earned on investments will be considered as part of the second guarter budget review.

Future Years' Budgets:

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

N/A

Impact on Other Individuals or Interested Parties:

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

For information purposes only.

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
Regulatory	Investment portfolio is in accordance with Council's adopted Investment Policy and the Statutory Bodies Financial Arrangements Act 1982 and the Statutory Bodies Financial Arrangements Regulations 2007.

Advice to Council:

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

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

That Council receive and note the Investment Reports for the period ending 31 December 2019.

General Meeting - 12 February 2020

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?

No

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 2: Delivering strong financial management

2.5 Measure and report on what we've done

2.5.2 Measure and communicate our financial performance on a monthly, quarterly and annual basis to the community and other stakeholders.

Supporting Documentation:

1 <u>IJ</u>	Investment Register as at 31 December 2019	D2020/0009612
2₫	Trading Limits Performance Report as at 31 December	D2020/0009613
	2019	

Report authorised by:

Chief Executive Officer



Investment Report Pack

Maranoa Regional Council

1 December 2019 to 31 December 2019



Contents

- 1. Securities Held By Trading Book Maturing Post 31 December 2019
- 2. Interest and Distribution Income Received For 1 December 2019 to 31 December 2019
- 3. Transactions For Period 1 December 2019 to 31 December 2019
- 4. Interest Income Accrued As At 31 December 2019
- 5. Portfolio Valuation As At 31 December 2019
- 6. Portfolio Valuation By Categories As At 31 December 2019
- 7. Performance Statistics For Period Ending 31 December 2019



1. Securities Held By Trading Book Maturing Post 31 December 2019

Maranoa Region C82091 C78042 C73833 C78148 C67142 C67159 C70941 C78040 C76254	31 Dec 2019 18 Sep 2019 2 Jul 2019 8 Oct 2019 16 Jan 2019 16 Jan 2019 24 Apr 2019 10 Sep 2019 26 Aug 2019	National Australia Bank Ltd MyState Bank Ltd BankVic Auswide Bank Limited MyState Bank Ltd	1 Jan 2020 1 Jan 2020 2 Jan 2020 8 Jan 2020 16 Jan 2020 16 Jan 2020 20 Jan 2020	2 Jan 2020 8 Jan 2020 16 Jan 2020 16 Jan 2020	1.48 Nii 1.75 Nii 2.15 Maturity 1.55 Maturity 2.80 Maturity 2.80 Maturity	At Call At Call TD TD TD	S&P AA+ S&P ST A2 Moodys ST P-2 S&P ST A1+ Moodys ST P-2	33,648,101.27 1,000,000.00 2,000,000.00 2,000,000.00 1,000,000.00	33,648,101.27 1,000,000.00 2,000,000.00 2,000,000.00	33,648,101.27 1,000,000.00 2,021,441.10 2,007,134.24
C78042 C73833 C78148 C67142 C67159 C70941 C78040	18 Sep 2019 2 Jul 2019 8 Oct 2019 16 Jan 2019 16 Jan 2019 24 Apr 2019 10 Sep 2019 26 Aug 2019	Members Equity Bank Ltd BankVic National Australia Bank Ltd MyState Bank Ltd BankVic Auswide Bank Limited MyState Bank Ltd	1 Jan 2020 2 Jan 2020 8 Jan 2020 16 Jan 2020 16 Jan 2020	8 Jan 2020 16 Jan 2020 16 Jan 2020	1.75 Nil 2.15 Maturity 1.55 Maturity 2.80 Maturity	At Call TD TD	S&P ST A2 Moodys ST P-2 S&P ST A1+	1,000,000.00 2,000,000.00 2,000,000.00	1,000,000.00	1,000,000.00 2,021,441.10
C73833 C78148 C67142 C67159 C70941 C78040	2 Jul 2019 8 Oct 2019 16 Jan 2019 16 Jan 2019 24 Apr 2019 10 Sep 2019 26 Aug 2019	BankVic National Australia Bank Ltd MyState Bank Ltd BankVic Auswide Bank Limited MyState Bank Ltd	2 Jan 2020 8 Jan 2020 16 Jan 2020 16 Jan 2020	8 Jan 2020 16 Jan 2020 16 Jan 2020	2.15 Maturity 1.55 Maturity 2.80 Maturity	TD TD	Moodys ST P-2 S&P ST A1+	2,000,000.00	2,000,000.00	2,021,441.10
C78148 C67142 C67159 C70941 C78040	8 Oct 2019 16 Jan 2019 16 Jan 2019 24 Apr 2019 10 Sep 2019 26 Aug 2019	National Australia Bank Ltd MyState Bank Ltd BankVic Auswide Bank Limited MyState Bank Ltd	8 Jan 2020 16 Jan 2020 16 Jan 2020	8 Jan 2020 16 Jan 2020 16 Jan 2020	1.55 Maturity 2.80 Maturity	TD	S&P ST A1+	2,000,000.00		
C67142 C67159 C70941 C78040	16 Jan 2019 16 Jan 2019 24 Apr 2019 10 Sep 2019 26 Aug 2019	MyState Bank Ltd BankVic Auswide Bank Limited MyState Bank Ltd	16 Jan 2020 16 Jan 2020	16 Jan 2020 16 Jan 2020	2.80 Maturity			-,,	2,000,000.00	2,007,134.24
.C67159 .C70941 .C78040	16 Jan 2019 24 Apr 2019 10 Sep 2019 26 Aug 2019	BankVic Auswide Bank Limited MyState Bank Ltd	16 Jan 2020	16 Jan 2020	,	TD	Moodys ST P-2	1 000 000 00		
C70941 .C78040	24 Apr 2019 10 Sep 2019 26 Aug 2019	Auswide Bank Limited MyState Bank Ltd			2.80 Maturity			1,000,000.00	1,000,000.00	1,026,772.60
.C78040	10 Sep 2019 26 Aug 2019	MyState Bank Ltd	20 Jan 2020			TD	Unrated ST UR	250,000.00	250,000.00	256,693.15
	26 Aug 2019	-		20 Jan 2020	2.60 Maturity	TD	Moodys ST P-2	1,000,000.00	1,000,000.00	1,017,879.45
.C76254			11 Feb 2020	11 Feb 2020	1.70 Maturity	TD	Moodys ST P-2	750,000.00	750,000.00	753,912.33
	30 Aug 2019	Macquarie Bank	19 Feb 2020	19 Feb 2020	1.80 Maturity	TD	S&P ST A1	2,000,000.00	2,000,000.00	2,012,526.02
.C76511	001109 = 010	Macquarie Bank	26 Feb 2020	26 Feb 2020	1.80 Maturity	TD	S&P ST A1	2,000,000.00	2,000,000.00	2,012,131.50
.C78038	3 Sep 2019	Macquarie Bank	3 Mar 2020	3 Mar 2020	1.75 Maturity	TD	S&P ST A1	4,000,000.00	4,000,000.00	4,022,821.92
.C70012		Bananacoast Community Credit Union Ltd (a division of P&N Bank Limited)	5 Mar 2020	5 Mar 2020	2.90 Maturity	TD	Unrated ST UR	250,000.00	250,000.00	255,939.04
.C79233	6 Nov 2019	MyState Bank Ltd	6 Mar 2020	6 Mar 2020	1.72 Maturity	TD	Moodys ST P-2	500,000.00	500,000.00	501,295.89
.C82089	18 Dec 2019	Australian Military Bank Limited	18 Mar 2020	18 Mar 2020	1.75 Maturity	TD	Moodys ST P-2	2,000,000.00	2,000,000.00	2,001,246.58
.C78041	17 Sep 2019	AMP Bank Ltd	18 Mar 2020	18 Mar 2020	1.90 Maturity	TD	S&P ST A2	900,000.00	900,000.00	904,919.18
.C72725	2 Apr 2019	South West Credit Union	1 Apr 2020	1 Apr 2020	2.75 Maturity	TD	Unrated ST UR	250,000.00	250,000.00	255,142.12
.C78140	9 Oct 2019	AMP Bank Ltd	7 Apr 2020	7 Apr 2020	1.70 Maturity	TD	S&P ST A2	2,026,926.03	2,026,926.03	2,034,761.62
.C78163	10 Oct 2019	National Australia Bank Ltd	10 Apr 2020	10 Apr 2020	1.65 Maturity	TD	S&P ST A1+	3,275,542.30	3,275,542.30	3,287,684.24
.C79613	15 Oct 2019	Bank of Sydney Ltd	14 Apr 2020	14 Apr 2020	1.70 Maturity	TD	Unrated ST UR	250,000.00	250,000.00	250,896.58
.C72466	16 Apr 2019	Arab Bank Australia Ltd	15 Apr 2020	15 Apr 2020	2.80 Maturity	TD	Unrated ST UR	250,000.00	250,000.00	254,967.12
.C79614	23 Oct 2019	National Australia Bank Ltd	20 Apr 2020	20 Apr 2020	1.60 Maturity	TD	S&P ST A1+	1,000,000.00	1,000,000.00	1,003,024.66
C82080	18 Nov 2019	AMP Bank Ltd	19 May 2020	19 May 2020	1.90 Maturity	TD	S&P ST A2	2,000,000.00	2,000,000.00	2,004,476.72
.C72569	24 May 2019	Judo Bank	22 May 2020	22 May 2020	2.70 Maturity	TD	Unrated ST UR	250,000.00	250,000.00	254,086.99
.C73215	23 May 2019	Warwick Credit Union	26 May 2020	26 May 2020	2.50 Maturity	TD	Unrated UR	250,000.00	250,000.00	253,801.37
C82079	26 Nov 2019	AMP Bank Ltd	26 May 2020	26 May 2020	1.90 Maturity	TD	S&P ST A2	600,000.00	600,000.00	601,093.15
C82078	27 Nov 2019	AMP Bank Ltd	26 May 2020	26 May 2020	1.90 Maturity	TD	S&P ST A2	1,000,000.00	1,000,000.00	1,001,769.86
C82085	2 Dec 2019	AMP Bank Ltd	2 Jun 2020	2 Jun 2020	1.90 Maturity	TD	S&P ST A2	1,000,000.00	1,000,000.00	1,001,509.59
.C73485	4 Jun 2019	Defence Bank Ltd	3 Jun 2020	3 Jun 2020	2.35 Maturity	TD	S&P ST A2	2,000,000.00	2,000,000.00	2,027,041.10
C82090	19 Dec 2019	AMP Bank Ltd	16 Jun 2020	16 Jun 2020	1.80 Maturity	TD	S&P ST A2	1,000,000.00	1,000,000.00	1,000,591.78
.C82088	17 Dec 2019	AMP Bank Ltd	17 Jun 2020	17 Jun 2020	1.80 Maturity	TD	S&P ST A2	800,000.00	800,000.00	800,552.33
.C77559	26 Sep 2019	MyState Bank Ltd	22 Jun 2020	22 Jun 2020	1.72 Maturity	TD	Moodys ST P-2	1,000,000.00	1,000,000.00	1,004,523.84

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Latest Deal Code	Latest Deal Settlement Date Issuer	ISIN	WAL / Interim Maturity Date	Next Coupon Date	Coupon Rate/Latest Coupon Yield Frequency	Security Type	Security Rating	Face Value Notional	Current Face Value Notional	Market Value
LC76073	17 Jul 2019 QPCU LTD t/a QBANK		16 Jul 2020	16 Jul 2020	2.05 Maturity	TD	S&P ST A3	1,000,000.00	1,000,000.00	1,009,379.45
LC79726	14 Nov 2019 ING Bank Australia Limited		14 Aug 2020	14 Aug 2020	1.60 Maturity	TD	S&P ST A1	1,000,000.00	1,000,000.00	1,002,060.27
LC82086	11 Dec 2019 Illawarra Credit Union Ltd		9 Sep 2020	9 Sep 2020	1.80 Maturity	TD	Unrated ST UR	250,000.00	250,000.00	250,246.58
LC82087	13 Dec 2019 Defence Bank Ltd		11 Dec 2020	11 Dec 2020	1.70 Maturity	TD	S&P ST A2	500,000.00	500,000.00	500,419.18
								73,000,569.60	73,000,569.60	73,240,842.81
Total								73,000,569.60	73,000,569.60	73,240,842.81

Coupon Rate is the full coupon rate at the next coupon date if that next coupon exists.



2. Interest and Distribution Income Received For 1 December 2019 to 31 December 2019

Security ISIN	Security	Income Expense Code	Settlement Date	Face Value (Basis of Interest Calculation)	Consideration Notional	Income Type	Trading Book	
	CACU 2.9 11 Dec 2019 365DAY TD	IEI84005	11 Dec 2019	250,000.00	7,250.00	Security Coupon Interest	Maranoa Regional Council	
	DFB 2.9 13 Dec 2019 364DAY TD	IEI84136	13 Dec 2019	500,000.00	14,460.27	Security Coupon Interest	Maranoa Regional Council	
	BBA 2.3 18 Dec 2019 181DAY TD	IEI97129	18 Dec 2019	2,000,000.00	22,810.96	Security Coupon Interest	Maranoa Regional Council	
	AMP 2.4 19 Dec 2019 188DAY TD	IEI95880	19 Dec 2019	1,000,000.00	12,361.64	Security Coupon Interest	Maranoa Regional Council	
				_	56,882.87	-		



3. Transactions For Period 1 December 2019 to 31 December 2019

Security	Security ISIN	Deal Code	Acquisition/ Disposal	Transaction Date	Settlement Date	Face Value Original	Face Value Current	Bond Factor	Capital Price	Accrued Interest Price	Gross Price	Consideration Notional
AMP 1.9 02 Jun 2020 183DAY TD		LC82085	Acquisition	2 Dec 2019	2 Dec 2019	1,000,000.00	1,000,000.00	1.00000000	100.000	0.000	100.000	1,000,000.00
CACU 1.8 09 Sep 2020 273DAY TD		LC82086	Acquisition	11 Dec 2019	11 Dec 2019	250,000.00	250,000.00	1.00000000	100.000	0.000	100.000	250,000.00
DFB 1.7 11 Dec 2020 364DAY TD		LC82087	Acquisition	13 Dec 2019	13 Dec 2019	500,000.00	500,000.00	1.00000000	100.000	0.000	100.000	500,000.00
AMP 1.8 17 Jun 2020 183DAY TD		LC82088	Acquisition	17 Dec 2019	17 Dec 2019	800,000.00	800,000.00	1.00000000	100.000	0.000	100.000	800,000.00
AMB 1.75 18 Mar 2020 91DAY TD		LC82089	Acquisition	18 Dec 2019	18 Dec 2019	2,000,000.00	2,000,000.00	1.00000000	100.000	0.000	100.000	2,000,000.00
AMP 1.8 16 Jun 2020 180DAY TD		LC82090	Acquisition	19 Dec 2019	19 Dec 2019	1,000,000.00	1,000,000.00	1.00000000	100.000	0.000	100.000	1,000,000.00
QTC Maranoa CF At Call		LC82091	Disposal	31 Dec 2019	31 Dec 2019	8,000,000.00	8,000,000.00	1.00000000	100.000	0.000	100.000	(\$8,000,000.00)
											_	(\$2,450,000.00)



4. Interest Income Accrued As At 31 December 2019

Latest Deal Code	Security	WAL / Interim Maturity Date	Issue Date	Prior Coupon Date	Next Coupon Date	Accrual Period (Days)	Coupon Rate	Franking Credit Coupon Rate Frequency	Face Value Notional	Current Face Value Notional	Latest Purchase Consideration	Market Value	Accrued Interest
LC73833	BVIC 2.15 02 Jan 2020 184DAY TD	2 Jan 2020	2 Jul 2019		2 Jan 2020	182	2.1500	Maturity	2,000,000.00	2,000,000.00	2,000,000.00	2,021,441.10	21,441.10
LC78148	NAB 1.55 08 Jan 2020 92DAY TD	8 Jan 2020	8 Oct 2019		8 Jan 2020	84	1.5500	Maturity	2,000,000.00	2,000,000.00	2,000,000.00	2,007,134.24	7,134.25
LC67142	MYS 2.8 16 Jan 2020 365DAY TD	16 Jan 2020	16 Jan 2019		16 Jan 2020	349	2.8000	Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,026,772.60	26,772.60
LC67159	BVIC 2.8 16 Jan 2020 365DAY TD	16 Jan 2020	16 Jan 2019		16 Jan 2020	349	2.8000	Maturity	250,000.00	250,000.00	250,000.00	256,693.15	6,693.15
LC70941	Auswide 2.6 20 Jan 2020 271DAY TD	20 Jan 2020	24 Apr 2019		20 Jan 2020	251	2.6000	Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,017,879.45	17,879.45
LC78040	MYS 1.7 11 Feb 2020 154DAY TD	11 Feb 2020	10 Sep 2019		11 Feb 2020	112	1.7000	Maturity	750,000.00	750,000.00	750,000.00	753,912.33	3,912.33
LC76254	MACQ 1.8 19 Feb 2020 177DAY TD	19 Feb 2020	26 Aug 2019		19 Feb 2020	127	1.8000	Maturity	2,000,000.00	2,000,000.00	2,000,000.00	2,012,526.02	12,526.03
LC76511	MACQ 1.8 26 Feb 2020 180DAY TD	26 Feb 2020	30 Aug 2019		26 Feb 2020	123	1.8000	Maturity	2,000,000.00	2,000,000.00	2,000,000.00	2,012,131.50	12,131.51
LC78038	MACQ 1.75 03 Mar 2020 182DAY TD	3 Mar 2020	3 Sep 2019		3 Mar 2020	119	1.7500	Maturity	4,000,000.00	4,000,000.00	4,000,000.00	4,022,821.92	22,821.92
LC70012	BCCU 2.9 05 Mar 2020 364DAY TD	5 Mar 2020	7 Mar 2019		5 Mar 2020	299	2.9000	Maturity	250,000.00	250,000.00	250,000.00	255,939.04	5,939.04
LC79233	MYS 1.72 06 Mar 2020 121DAY TD	6 Mar 2020	6 Nov 2019		6 Mar 2020	55	1.7200	Maturity	500,000.00	500,000.00	500,000.00	501,295.89	1,295.89
LC82089	AMB 1.75 18 Mar 2020 91DAY TD	18 Mar 2020	18 Dec 2019		18 Mar 2020	13	1.7500	Maturity	2,000,000.00	2,000,000.00	2,000,000.00	2,001,246.58	1,246.58
LC78041	AMP 1.9 18 Mar 2020 183DAY TD	18 Mar 2020	17 Sep 2019		18 Mar 2020	105	1.9000	Maturity	900,000.00	900,000.00	900,000.00	904,919.18	4,919.18
LC72725	SWCU 2.75 01 Apr 2020 365DAY TD	1 Apr 2020	2 Apr 2019		1 Apr 2020	273	2.7500	Maturity	250,000.00	250,000.00	250,000.00	255,142.12	5,142.12
LC78140	AMP 1.7 07 Apr 2020 181DAY TD	7 Apr 2020	9 Oct 2019		7 Apr 2020	83	1.7000	Maturity	2,026,926.03	2,026,926.03	2,026,926.03	2,034,761.62	7,835.60
LC78163	NAB 1.65 10 Apr 2020 183DAY TD	10 Apr 2020	10 Oct 2019		10 Apr 2020	82	1.6500	Maturity	3,275,542.30	3,275,542.30	3,275,542.30	3,287,684.24	12,141.94
LC79613	SYD 1.7 14 Apr 2020 182DAY TD	14 Apr 2020	15 Oct 2019		14 Apr 2020	77	1.7000	Maturity	250,000.00	250,000.00	250,000.00	250,896.58	896.58
LC72466	ARA 2.8 15 Apr 2020 365DAY TD	15 Apr 2020	16 Apr 2019		15 Apr 2020	259	2.8000	Maturity	250,000.00	250,000.00	250,000.00	254,967.12	4,967.12
LC79614	NAB 1.6 20 Apr 2020 180DAY TD	20 Apr 2020	23 Oct 2019		20 Apr 2020	69	1.6000	Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,003,024.66	3,024.66
LC82080	AMP 1.9 19 May 2020 183DAY TD	19 May 2020	18 Nov 2019		19 May 2020	43	1.9000	Maturity	2,000,000.00	2,000,000.00	2,000,000.00	2,004,476.72	4,476.71
LC72569	JUDO 2.7 22 May 2020 364DAY TD	22 May 2020	24 May 2019		22 May 2020	221	2.7000	Maturity	250,000.00	250,000.00	250,000.00	254,086.99	4,086.99
LC73215	Warwick CU 2.5 26 May 2020 369DAY TD	26 May 2020	23 May 2019		26 May 2020	222	2.5000	Maturity	250,000.00	250,000.00	250,000.00	253,801.37	3,801.37
LC82079	AMP 1.9 26 May 2020 182DAY TD	26 May 2020	26 Nov 2019		26 May 2020	35	1.9000	Maturity	600,000.00	600,000.00	600,000.00	601,093.15	1,093.15
LC82078	AMP 1.9 26 May 2020 181DAY TD	26 May 2020	27 Nov 2019		26 May 2020	34	1.9000	Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,001,769.86	1,769.86
LC82085	AMP 1.9 02 Jun 2020 183DAY TD	2 Jun 2020	2 Dec 2019		2 Jun 2020	29	1.9000	Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,001,509.59	1,509.59
LC73485	DFB 2.35 03 Jun 2020 365DAY TD	3 Jun 2020	4 Jun 2019		3 Jun 2020	210	2.3500	Maturity	2,000,000.00	2,000,000.00	2,000,000.00	2,027,041.10	27,041.10
LC82090	AMP 1.8 16 Jun 2020 180DAY TD	16 Jun 2020	19 Dec 2019		16 Jun 2020	12	1.8000	Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,000,591.78	591.78
LC82088	AMP 1.8 17 Jun 2020 183DAY TD	17 Jun 2020	17 Dec 2019		17 Jun 2020	14	1.8000	Maturity	800,000.00	800,000.00	800,000.00	800,552.33	552.33
LC77559	MYS 1.72 22 Jun 2020 270DAY TD	22 Jun 2020	26 Sep 2019		22 Jun 2020	96	1.7200	Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,004,523.84	4,523.84
LC76073	Qld Police 2.05 16 Jul 2020 365DAY TD	16 Jul 2020	17 Jul 2019		16 Jul 2020	167	2.0500	Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,009,379.45	9,379.45
LC79726	ING 1.6 14 Aug 2020 274DAY TD	14 Aug 2020	14 Nov 2019		14 Aug 2020	47	1.6000	Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,002,060.27	2,060.27
LC82086	CACU 1.8 09 Sep 2020 273DAY TD	9 Sep 2020	11 Dec 2019		9 Sep 2020	20	1.8000	Maturity	250,000.00	250,000.00	250,000.00	250,246.58	246.58

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Latest Deal Code Security	WAL / Interim Maturity Date	Issue Date	Prior Coupon Date	Next Coupon Date	Accrual Period (Days)	Coupon Rate	Franking Credit Coupon Rate Frequency	Face Value Notional	Current Face Value Notional	Latest Purchase Consideration	Market Value	Accrued Interest
LC82087 DFB 1.7 11 Dec 2020 364DAY TD	11 Dec 2020	13 Dec 2019		11 Dec 2020	18	1.7000	Maturity	500,000.00	500,000.00	500,000.00	500,419.18	419.18
								38,352,468.33	38,352,468.33		38,592,741.54	240,273.25

Coupon Rate is the full coupon rate at the next coupon date if that next coupon exists. Accrued Interest is calculated as Current Face Value x Coupon Rate (Adjusted by Franking Credit Rate) x (Days Since Prior Coupon or Issue Date / 365). The accrued interest component of the Market Value does not consider the franking credit rate and is instead based upon market prices.



5. Portfolio Valuation As At 31 December 2019

	Security	Security Rating ISIN	Face Value Original	Face Value Current	FI Cap Price/ Unit Price/ Share Price	Unit Count/ Share Count	Accrued Interest Price	Market Value	% Total Value	Running Yield	Weighted Running Yield
At Call Deposit											
	ME Bank At Call	S&P ST A2	1,000,000.00	1,000,000.00	100.000		0.000	1,000,000.00	1.37%	1.75%	
	QTC Maranoa CF At Call	S&P AA+	33,648,101.27	33,648,101.27	100.000		0.000	33,648,101.27	45.94%	1.67%	
			34,648,101.27	34,648,101.27				34,648,101.27	47.31%		1.67%
Term Deposit											
	AMP 1.9 18 Mar 2020 183DAY TD	S&P ST A2	900,000.00	900,000.00	100.000		0.547	904,919.18	1.24%	1.90%	
	AMP 1.7 07 Apr 2020 181DAY TD	S&P ST A2	2,026,926.03	2,026,926.03	100.000		0.387	2,034,761.62	2.78%	1.70%	
	AMP 1.9 19 May 2020 183DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	100.000		0.224	2,004,476.72	2.74%	1.90%	
	AMP 1.9 26 May 2020 181DAY TD	S&P ST A2	1,000,000.00	1,000,000.00	100.000		0.177	1,001,769.86	1.37%	1.90%	
	AMP 1.9 26 May 2020 182DAY TD	S&P ST A2	600,000.00	600,000.00	100.000		0.182	601,093.15	0.82%	1.90%	
	AMP 1.9 02 Jun 2020 183DAY TD	S&P ST A2	1,000,000.00	1,000,000.00	100.000		0.151	1,001,509.59	1.37%	1.90%	
	AMP 1.8 16 Jun 2020 180DAY TD	S&P ST A2	1,000,000.00	1,000,000.00	100.000		0.059	1,000,591.78	1.37%	1.80%	
	AMP 1.8 17 Jun 2020 183DAY TD	S&P ST A2	800,000.00	800,000.00	100.000		0.069	800,552.33	1.09%	1.80%	
	ARA 2.8 15 Apr 2020 365DAY TD	Unrated ST UR	250,000.00	250,000.00	100.000		1.987	254,967.12	0.35%	2.80%	
	AMB 1.75 18 Mar 2020 91DAY TD	Moodys ST P-2	2,000,000.00	2,000,000.00	100.000		0.062	2,001,246.58	2.73%	1.75%	
	Auswide 2.6 20 Jan 2020 271DAY TD	Moodys ST P-2	1,000,000.00	1,000,000.00	100.000		1.788	1,017,879.45	1.39%	2.60%	
	BCCU 2.9 05 Mar 2020 364DAY TD	Unrated ST UR	250,000.00	250,000.00	100.000		2.376	255,939.04	0.35%	2.90%	
	SYD 1.7 14 Apr 2020 182DAY TD	Unrated ST UR	250,000.00	250,000.00	100.000		0.359	250,896.58	0.34%	1.70%	
	BVIC 2.15 02 Jan 2020 184DAY TD	Moodys ST P-2	2,000,000.00	2,000,000.00	100.000		1.072	2,021,441.10	2.76%	2.15%	
	BVIC 2.8 16 Jan 2020 365DAY TD	Moodys ST P-2	250,000.00	250,000.00	100.000		2.677	256,693.15	0.35%	2.80%	
	DFB 2.35 03 Jun 2020 365DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	100.000		1.352	2,027,041.10	2.77%	2.35%	
	DFB 1.7 11 Dec 2020 364DAY TD	S&P ST A2	500,000.00	500,000.00	100.000		0.084	500,419.18	0.68%	1.70%	
	CACU 1.8 09 Sep 2020 273DAY TD	Unrated ST UR	250,000.00	250,000.00	100.000		0.099	250,246.58	0.34%	1.80%	
	ING 1.6 14 Aug 2020 274DAY TD	S&P ST A1	1,000,000.00	1,000,000.00	100.000		0.206	1,002,060.27	1.37%	1.60%	
	JUDO 2.7 22 May 2020 364DAY TD	Unrated ST UR	250,000.00	250,000.00	100.000		1.635	254,086.99	0.35%	2.70%	
	MACQ 1.8 19 Feb 2020 177DAY TD	Moodys ST P-1	2,000,000.00	2,000,000.00	100.000		0.626	2,012,526.02	2.75%	1.80%	
	MACQ 1.8 26 Feb 2020 180DAY TD	Moodys ST P-1	2,000,000.00	2,000,000.00	100.000		0.607	2,012,131.50	2.75%	1.80%	
	MACQ 1.75 03 Mar 2020 182DAY TD	Moodys ST P-1	4,000,000.00	4,000,000.00	100.000		0.571	4,022,821.92	5.49%	1.75%	
	MYS 2.8 16 Jan 2020 365DAY TD	Moodys ST P-2	1,000,000.00	1,000,000.00	100.000		2.677	1,026,772.60	1.40%	2.80%	
	MYS 1.7 11 Feb 2020 154DAY TD	Moodys ST P-2	750,000.00	750,000.00	100.000		0.522	753,912.33	1.03%	1.70%	
	MYS 1.72 06 Mar 2020 121DAY TD	Moodys ST P-2	500,000.00	500,000.00	100.000		0.259	501,295.89	0.68%	1.72%	
	MYS 1.72 22 Jun 2020 270DAY TD	Moodys ST P-2	1,000,000.00	1,000,000.00	100.000		0.452	1,004,523.84	1.37%	1.72%	
	NAB 1.55 08 Jan 2020 92DAY TD	S&P ST A1+	2,000,000.00	2,000,000.00	100.000		0.357	2,007,134.24	2.74%	1.55%	
	NAB 1.65 10 Apr 2020 183DAY TD	S&P ST A1+	3,275,542.30	3,275,542.30	100.000		0.371	3,287,684.24	4.49%	1.65%	
			0,2.0,0.2.00	3/21 0/0 12/00				-,==-,,==-,==-			

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	Security	Security Rating ISIN	Face Value Original	Face Value Current	FI Cap Price/ Unit Price/ Share Price	Unit Count/ Share Count	Accrued Interest Price	Market Value	% Total Value	Running Yield	Weighted Running Yield
	NAB 1.6 20 Apr 2020 180DAY TD	S&P ST A1+	1,000,000.00	1,000,000.00	100.000		0.302	1,003,024.66	1.37%	1.60%	
	Qld Police 2.05 16 Jul 2020 365DAY TD	S&P ST A3	1,000,000.00	1,000,000.00	100.000		0.938	1,009,379.45	1.38%	2.05%	
	SWCU 2.75 01 Apr 2020 365DAY TD	Unrated ST UR	250,000.00	250,000.00	100.000		2.057	255,142.12	0.35%	2.75%	
	Warwick CU 2.5 26 May 2020 369DAY TD	Unrated ST UR	250,000.00	250,000.00	100.000		1.521	253,801.37	0.35%	2.50%	
			38,352,468.33	38,352,468.33				38,592,741.54	52.69%		1.90%
Total Portfolio			73,000,569.60	73,000,569.60				73,240,842.81	100.00%		1.79%



Portfolio Total

Investment Report Pack
Maranoa Regional Council
1 December 2019 to 31 December 2019

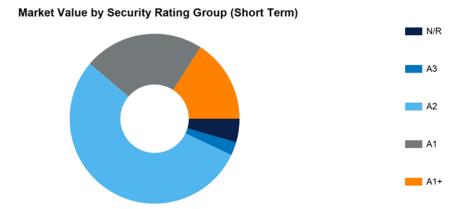
6. Portfolio Valuation By Categories As At 31 December 2019

Short Term Issuer/Security Rating Group	Market Value	% Total Value
N/R	1,775,079.79	2.42%
A3	1,009,379.45	1.38%
A2	21,460,899.44	29.30%
A1	9,049,539.71	12.36%
A1+	6,297,843.14	8.60%
Portfolio Total	39,592,741.54	54.06%

Long Term		
Issuer/Security Rating Group	Market Value	% Total Value

33,648,101.27

45.94%

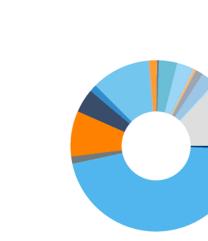


Market Value by Security Rating Group (Long Term)





Issuer	Market Value	% Total Value
AMP Bank Ltd	9,349,674.22	12.77%
Arab Bank Australia Ltd	254,967.12	0.35%
Australian Military Bank Limited	2,001,246.58	2.73%
Auswide Bank Limited	1,017,879.45	1.39%
Bananacoast Community Credit Union Ltd (a division of P&N Bank Limited)	255,939.04	0.35%
Bank of Sydney Ltd	250,896.58	0.34%
BankVic	2,278,134.25	3.11%
Defence Bank Ltd	2,527,460.28	3.45%
Illawarra Credit Union Ltd	250,246.58	0.34%
ING Bank Australia Limited	1,002,060.27	1.37%
Judo Bank	254,086.99	0.35%
Macquarie Bank	8,047,479.44	10.99%
Members Equity Bank Ltd	1,000,000.00	1.37%
MyState Bank Ltd	3,286,504.66	4.49%
National Australia Bank Ltd	6,297,843.14	8.60%
QPCU LTD t/a QBANK	1,009,379.45	1.38%
Queensland Treasury Corporation	33,648,101.27	45.94%
South West Credit Union	255,142.12	0.35%
Warwick Credit Union	253,801.37	0.35%
Portfolio Total	73,240,842.81	100.00%



Market Value by Issuer



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Investment Report Pack Maranoa Regional Council 1 December 2019 to 31 December 2019

Security Type	Market Value	% Total Value
At Call Deposit	34,648,101.27	47.31%
Term Deposit	38,592,741.54	52.69%
Portfolio Total	73,240,842.81	100.00%

Market Value by Security Type





Investment Report Pack Maranoa Regional Council 1 December 2019 to 31 December 2019

Term Remaining	Market Value	% Total Value
0 to < 1 Year	73,240,842.81	100.00%
Portfolio Total	73,240,842.81	100.00%

Note: Term Remaining is calculated using a weighted average life date (WAL) where appropriate and available otherwise the interim (initial) maturity date is used.

Market Value by Term Remaining





Investment Report Pack Maranoa Regional Council 1 December 2019 to 31 December 2019

7. Performance Statistics For Period Ending 31 December 2019

Trading Book		1 Month	3 Month	12 Month	Since Inception
Maranoa Regional Council				-	
	Portfolio Return (1)	0.08%	0.25%	1.36%	2.04%
	Performance Index (2)	0.07%	0.24%	1.50%	1.71%
	Excess Performance (3)	0.01%	0.01%	-0.14%	0.33%
	Notes				
	1	Portfolio performance is th	e rate of return of the	portfolio over the	specified period
	2	The Performance Index is Page BAUBIL)	the Bloomberg AusB	ond Bank Bill Inde	x (Bloomberg
	3	Excess performance is the Performance Index	rate of return of the	portfolio in excess	of the
Trading Book	Weighted Average Running Yield				

1.79



Investment Report Pack Maranoa Regional Council 1 December 2019 to 31 December 2019

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Report Code: TEPACK020EXT-01.76
Report Description: Investment Report Paci
Parameters:
Trading Entity: Maranoa Regional Council
Trading Book: Maranoa Regional Council
Settlement Date Base
History Start Date: 1 Jan 2000
Income Expense Status: Authorised
FI Deal Status: Contract
Exclude Cash
Exclude Unallocated Cash
Exclude Unallocated Cash
Exclude Unallocated Test



1 Issuer Trading Limits

Issuer	Issuer Parent	Already Traded (with Issuer Group) Face Value Notional	Book or Trading	imit Trading Limit Type	Trading Limit Value	Trading Limit Used (%)	Trading Limit Available (%)	Trading Limit Available (Value)	Trading Limit Exceeded (%)	Trading Limit Exceeded (\$)
AMP Bank Ltd		9,326,926.03	Book 8,000,00	.00 AUD	8,000,000.00	100.00	0.00	0	17.00	1,326,926
Arab Bank Australia Ltd		250,000.00	Book 250,00	.00 AUD	250,000.00	100.00	0.00	0	0.00	0
Australian Military Bank Limited		2,000,000.00	Book 4,000,00	.00 AUD	4,000,000.00	50.00	50.00	2,000,000	0.00	0
Auswide Bank Limited		1,000,000.00	Book 4,000,00	.00 AUD	4,000,000.00	25.00	75.00	3,000,000	0.00	0
Bananacoast Community Credit Union Ltd (a division of P&N Bank Limited)		250,000.00	Book 250,00	.00 AUD	250,000.00	100.00	0.00	0	0.00	0
Bank of Sydney Ltd		250,000.00	Book 250,00	.00 AUD	250,000.00	100.00	0.00	0	0.00	0
BankVic		2,250,000.00	Book 4,000,00	.00 AUD	4,000,000.00	56.00	44.00	1,750,000	0.00	0
Defence Bank Ltd		2,500,000.00	Book 4,000,00	.00 AUD	4,000,000.00	63.00	37.00	1,500,000	0.00	0
Illawarra Credit Union Ltd		250,000.00	Book 250,00	.00 AUD	250,000.00	100.00	0.00	0	0.00	0
ING Bank Australia Limited		1,000,000.00	Book 8,000,00	.00 AUD	8,000,000.00	13.00	87.00	7,000,000	0.00	0
Judo Bank		250,000.00	Book 250,00	.00 AUD	250,000.00	100.00	0.00	0	0.00	0
Macquarie Bank		8,000,000.00	Book 8,000,00	.00 AUD	8,000,000.00	100.00	0.00	0	0.00	0
Members Equity Bank Ltd		1,000,000.00	Book 4,000,00	.00 AUD	4,000,000.00	25.00	75.00	3,000,000	0.00	0
MyState Bank Ltd		3,250,000.00	Book 4,000,00	.00 AUD	4,000,000.00	81.00	19.00	750,000	0.00	0
National Australia Bank Ltd		6,275,542.30	Book 8,000,00	.00 AUD	8,000,000.00	78.00	22.00	1,724,458	0.00	0
QPCU LTD t/a QBANK		1,000,000.00	Book 4,000,00	.00 AUD	4,000,000.00	25.00	75.00	3,000,000	0.00	0
Queensland Treasury Corporation		33,648,101.27	Book 10	.00 % of 73,000,569.60	73,000,569.60	46.00	54.00	39,352,468	0.00	0
South West Credit Union		250,000.00	Book 250,00	.00 AUD	250,000.00	100.00	0.00	0	0.00	0
Warwick Credit Union		250,000.00	Book 250,00	.00 AUD	250,000.00	100.00	0.00	0	0.00	0
	_	73,000,569.60			134,750,569.60			63,076,926		1,326,926
	(Excluding Parent Group Duplicates)	73,000,569.60								



2 Security Rating Group Trading Limits

Security Rating Group	Already Traded Limit For Face Value Book or Notional Trading Entity	Trading Limit Trading Limit Type	Trading Limit Value	Trading Limit Used (%)	Trading Limit Available (%)	Trading Limit Available (Value)	Trading Limit Exceeded (%)	Trading Limit Exceeded (\$)
AA+ to AA-	33,648,101.27 Book	100.00 % of 73,000,569.60	73,000,569.60	46.00	54.00	39,352,468	0.00	0
A1+	6,275,542.30 Book	100.00 % of 73,000,569.60	73,000,569.60	9.00	91.00	66,725,027	0.00	0
A1	9,000,000.00 Book	50.00 % of 73,000,569.60	36,500,284.80	25.00	75.00	27,500,285	0.00	0
A2	21,326,926.03 Book	30.00 % of 73,000,569.60	21,900,170.88	97.00	3.00	573,245	0.00	0
A3	1,000,000.00 Book	10.00 % of 73,000,569.60	7,300,056.96	14.00	86.00	6,300,057	0.00	0
N/R	1,750,000.00 Book	10.00 % of 73,000,569.60	7,300,056.96	24.00	76.00	5,550,057	0.00	0
	73,000,569.60		219,001,708.80			146,001,139		0

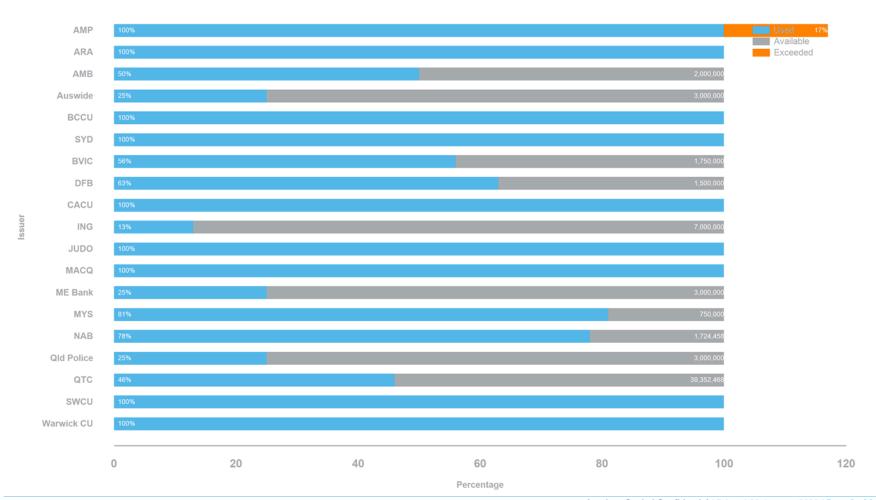
Notes
1. In instances where long securities have a term remaining which is less than 365 days, the issuer's short term rating is used instead of the security's (presumably long term) rating.

3 Term Group Trading Limits

Term Group	Already Traded Limit For Face Value Book or Notional Trading Entity	Trading Limit Trading Limit Type	Trading Limit Value		Trading Limit Available (%)	Trading Limit Available (Value)		Trading Limit Exceeded (\$)
0-1 Year	73,000,569.60 Book	100.00 % of 73,000,569.60	73,000,569.60	100.00	0.00	0	0.00	0
	73,000,569.60		73,000,569.60			0		0



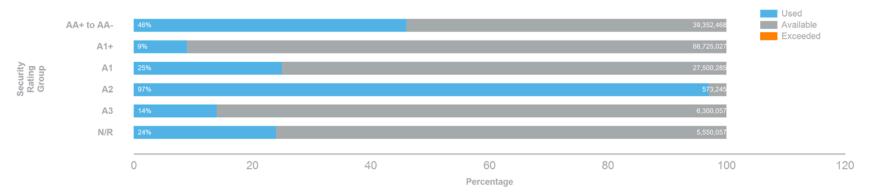
Issuer Trading Limits



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Security Rating Group Trading Limits









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Report Code: TBSBP125EXT-00.04
Report Description: Trading Limit Performance As At Date Parameters:
As AVScenario Date: 31 December 2019
Balance Date: 31 December 2019
Trading Entity: Maranoa Regional Council
Trading Book: Maranoa Regional Council
Report Mode: BalOnly
Using Face Value
Trading Entity and Book Limits
Effects of Parent/Child Issuers Not Ignored

General Meeting - 12 February 2020

OFFICER REPORT

Meeting: General 12 February 2020 **Date:** 3 February 2020

Item Number: 12.1 File Number: D20/7804

SUBJECT HEADING: Asset Management Plan Sewerage Network,

Revision 1 - January 2020

Classification: Open Access

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

Executive Summary:

Council is responsible for the management of 135 kilometres of sewer network and associated infrastructure with a replacement value of \$65,231,660. The development of a 10 year asset management plan provides direction and aids in ensuring that services are provided in a financially sustainable manner.

This revision provides more accurate renewal data and updates the capital upgrades required.

Officer's Recommendation:

That Council:

- 1. Receive the Sewerage Network Asset Management Plan (AMP) Rev 1 as presented.
- 2. Endorse the Sewerage Network AMP for inclusion in the Local Government Infrastructure Planning documentation.
- 3. Consider the Sewerage Network AMP in parallel with budget preparation

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).

The AMP addresses issues that affect all of the communities that have sewerage networks.

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
AMP	Asset Management Plan

Context:

Why is the matter coming before Council?

General Meeting - 12 February 2020

The AMP provides direction for the sewerage network for the next 10 years including the costs associated with this. The contents and costs need to be endorsed by Council to allow them to be considered in future budget preparations.

Copies of the draft plan will be provided under separate cover.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council endorsed the previous version of this AMP on 13 December 2017. GM/12.2017/111.

In this review, the following items were addressed:

- Update of projects to include upgrades to sewage treatment plants as required.
- Update of renewals in preparation of budget recommendations for next financial year.
- Adding appendices to address items identified in the previous improvement plan.

Legislation, Local Laws, State Policies & Other Regulatory Requirements: What does the legislation and other statutory instruments include about the matter under consideration? (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

N/A

Council Policies or Asset Management Plans:

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

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

Council has an Asset Management Policy and this AMP falls under that 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? (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Team Coordinator - Operations & Maintenance Water / Sewerage – input was sought on capital works and renewals

Team Leaders WSG – input was sought from all of the Team Leaders WSG on planned works and renewals.

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 AMP identifies that the ten year program cannot be achieved without external funding unless the sewerage charges are increased.

General Meeting - 12 February 2020

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)

The AMP feeds directly into the budget preparation process and will be referred to for maintenance and operational costs as well as identifying upgrades and renewals in this and future budget preparation exercises.

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)

All of the communities with sewerage networks will benefit from the proactive maintenance as well as planned renewal works.

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
Council not	The budget preparation will be carried out with costings
endorsing AMP	that are out of date and could lead to insufficient budgets
revision	being approved to carry out necessary works.

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)

This AMP is an accurate reflection of the requirements at this time with the information to hand. Funding will be an issue and this is acknowledged in the AMP, but the required budgets need to be highlighted in order to work towards the optimum solution. Council should therefore endorse this AMP to allow planning to proceed towards implementing it.

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?

General Meeting - 12 February 2020

If so, for what reason?

That Council:

- 1. Receive the Sewerage Network Asset Management Plan (AMP) Rev 1 as presented.
- 2. Endorse the Sewerage Network AMP for inclusion in the Local Government Infrastructure Planning documentation.
- 3. Consider the Sewerage Network AMP in parallel with budget preparation

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

- 1.2 Dispose of wastewater
- 1.2.5 Monitor the condition of the wastewater network, plan for and undertake maintenance, renewal and upgrade works through the 10 year asset management plan and annual budget process.

Supporting Documentation:

Nil

Report authorised by:

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

General Meeting - 12 February 2020

OFFICER REPORT

Meeting: General 12 February 2020 **Date:** 3 February 2020

Item Number: 12.2 File Number: D20/8162

SUBJECT HEADING: Asset Management Plan Gas Network, Revision 1

- January 2020

Classification: Open Access

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

Executive Summary:

Council is responsible for the management of 33 kilometres of gas main and associated infrastructure, with a replacement value of \$8,784,384. The development of a 10 year asset management plan provides direction and aids in ensuring that services are provided in a financially sustainable manner.

This revision provides more accurate renewal data and updates the capital upgrades required.

Officer's Recommendation:

That Council:

- 1. Receive the Gas Network Asset Management Plan (AMP) Revision 1 as presented.
- 2. Endorse the Gas Network AMP for inclusion in the Local Government Infrastructure Planning documentation.
- 3. Consider the Gas Network AMP in parallel with budget preparation

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).

The AMP addresses issues that affect all of the customers in Roma that have a gas connection.

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
AMP	Asset Management Plan

Context:

General Meeting - 12 February 2020

Why is the matter coming before Council?

The AMP provides direction for the gas network for the next 10 years, including the costs associated with this. The contents and costs need to be endorsed by Council to allow them to be considered in future budget preparations.

Copies of the draft plan will be provided under separate cover.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council endorsed the previous version of this AMP on 11 April 2018. GM/04.2018/08.

In this review, the following items were addressed:

- Update of renewals in preparation of budget recommendations for next financial year.
- Update upgrades following the modelling report received (D20/6521)
- Additional upgrades identified to provide a more robust network with redundancies.
- Adding appendices to address items identified in the previous improvement plan.

Note the renewal in this AMP are based on the condition assessment and remaining useful life provided by APV, as part of the valuation exercise. This has significantly increased the renewal requirements over the next 10 years. The upgrades listed cannot be implemented with renewals identified, unless there is an increase in the revenue for gas over and above the normal incremental increase. The condition of the gas mains earmarked for renewal will be reviewed, to limit the renewals to those requiring replacement based on evidence of potential failure.

Legislation, Local Laws, State Policies & Other Regulatory Requirements: What does the legislation and other statutory instruments include about the matter under consideration? (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

N/A

Council Policies or Asset Management Plans:

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

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

Council has an Asset Management Policy and this AMP falls under that 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? (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Team Coordinator – Projects & Compliance, reviewed the draft AMP document. Plumber Gas Services, provided input into the capital upgrades.

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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 AMP identifies that the ten year program cannot be achieved without external funding unless the gas charges are increased significantly.

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)

The AMP feeds directly into the budget preparation process and will be referred to for maintenance and operational costs as well as identifying upgrades and renewals in this and future budget preparation exercises.

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 existing customers will benefit from the proposed upgrades to provide a more robust network. This reduces the risk of supply failure. The upgrades to cater for growth in the network will benefit future consumers wishing to connect.

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
Council not endorsing AMP revision	The budget preparation will be carried out with costings that are out of date and could lead to insufficient budgets being approved to carry out necessary works.
Upgrades are not implemented	There are gas mains serving a number of consumers with no redundancy. If one of these fail the consumers will have no gas until the main is repaired.

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)

This AMP is an accurate reflection of the requirements at this time with the information to hand. Funding will be an issue and this is acknowledged in the AMP,

General Meeting - 12 February 2020

but the required budgets need to be highlighted in order to work towards the optimum solution. Council should therefore endorse this AMP to allow planning to proceed towards implementing it.

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:

- Receive the Gas Network Asset Management Plan (AMP) Revision 1 as presented.
- 2. Endorse the Gas Network AMP for inclusion in the Local Government Infrastructure Planning documentation.
- 3. Consider the Gas Network AMP in parallel with budget preparation

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.6 Supply reticulated gas for domestic, commercial and industrial use

4.6.3 Provide annual service delivery, infrastructure renewal and upgrade.

Supporting Documentation:

Nil

Report authorised by:

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

General Meeting - 12 February 2020

OFFICER REPORT

Meeting: General 12 February 2020 **Date:** 5 February 2020

Item Number: 12.3 File Number: D20/8806

SUBJECT HEADING: 2019-20 Capital Works Program amendment -

Yuleba Water Booster System

Classification: Open Access

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

Executive Summary:

The 2019-20 capital works program includes an approved project - Water Booster System Yuleba for the construction of a reservoir and booster system. The project has been programmed for delivery in 2019-20 however the recent approval (pending funding confirmation) for drilling of a new bore in Yuleba will impact and potentially delay the completion until after 30 June 2020. Delaying the project until after the drilling of the bore will reduce costs and cause less disruption to residents.

Officer's Recommendation:

That Council:

- Note the contents of this report
- Approve delaying construction of Water Booster System Yuleba project to allow the construction of the new bore (pending funding confirmation).

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).

The residents of Yuleba 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
<insert acronym=""></insert>	<provide details=""></provide>

Context:

Why is the matter coming before Council?

It is recommended that the project Water Booster System Yuleba (WO20272) be delayed to allow the construction of the bore first. This requires Council endorsement.

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Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The 2019-20 capital works approved project - Water Booster System Yuleba (WO20272) includes the construction of a reservoir and booster system is progressing well. The reservoir is ready to be constructed on site, pumps have been purchased and the building has been designed and is out for quotes. The specification for the dosing system is being prepared and the reticulation is being designed. Currently it is on track to be completed by 30 June 2020.

At its meeting of 24 January 2020, Council approved to use the funds under the Australian Government's Drought Communities Programme for a replacement bore in Yuleba – final funding approval to be confirmed.

The site for the location of the bore and reservoir is not very large making the drilling of a new bore difficult. If the new reservoir and building are constructed prior to the drilling for the new bore, the drill rig cannot fit on the site and will need to block Garden Street. This will add costs to the project as well as cutting off the access for local residents.

It is therefore recommended that the construction of the booster system be delayed until the bore has been drilled which may result in the project being completed after 30 June 2020, requiring a carry over.

Legislation, Local Laws, State Policies & Other Regulatory Requirements: What does the legislation and other statutory instruments include about the matter under consideration? (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

N/A

Council Policies or Asset Management Plans:

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

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

The construction of the booster system and new bore are identified 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)

Team Coordinator - Projects & Compliance, supports delaying the project to facilitate the bore construction.

Funding Bodies:

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

No

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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?

Project Water Booster System Yuleba – WO20272 may not be complete by 30 June 2020 and have to be carried over to the following year – 2019-20 approved budget of \$600,000.

Future Years' Budgets:

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

N/A

Impact on Other Individuals or Interested Parties:

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

Delaying this project will mean less disruption to the Yuleba residents, as Garden Street will not be closed off for the construction of the bore.

Risks:

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

Risk	Description of likelihood & consequences
<insert risk=""></insert>	<provide details=""></provide>

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 project Water Booster System Yuleba (WO20272) be delayed to allow the construction of the new bore.

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:

- Note the contents of this report
- Approve delaying of Project WO20272 Water Booster System Yuleba to allow the construction of the new bore.

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Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

- 1.1 Supply water to our towns
- 1.1.7 Review water quality and supply for Amby, Yuleba and Surat.

Supporting Documentation:

Nil

Report authorised by:

Lead Infrastructure Program Funding & Budget Coordination Officer Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

General Meeting - 12 February 2020

OFFICER REPORT

Meeting: General 12 February 2020 Date: 16 December 2019

Item Number: 13.1 File Number: D19/123933

SUBJECT HEADING: User Agreement Renewal - Wallumbilla

Community Menshed Incorporated

Classification: Open Access

Officer's Title: Facility Lease Management & Housing

Officer/Team Coordinator

Executive Summary:

Council is asked to consider entering into a formal agreement with the Wallumbilla Community Menshed Incorporated in respect to the use of the Chadford Hall at the Wallumbilla Showgrounds. Their current user agreement is due to expire on the 17 February 2020.

Officer's Recommendation:

That Council enter into a non- exclusive User Agreement with the Wallumbilla Community Menshed Incorporated for a period of five (5) years for the use of the Wallumbilla Showgrounds.

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).

Wallumbilla Community Menshed Incorporated

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?

Current user agreement expires on the 17 February 2019.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation

In 2015 the Wallumbilla Community Menshed Incorporated entered into an agreement with Council for the use of the building known as the 'Chadford Hall' at the

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Wallumbilla Showgrounds. This agreement states that in lieu of hire fees that the user will be responsible for routine minor maintenance to the Facility excluding structural repairs. This group has also been included in the below resolution.

Council Resolution GM/08.2015/28

That Council:

- 1. Endorse the committee's recommendation for the 2015/16 financial year, that Council not charge current user groups a hire fee for use of the grounds given their voluntary commitment to improving the facility over an extended period of time. Current user groups include - Wallumbilla Campdraft, Wallumbilla Cricket Club, Wallumbilla Pony Club, Wallumbilla Show Society, Wallumbilla State Emergency Service (SES) and Wallumbilla Menshed.
- 2. The applicable bond will continue to apply.
- 3. Review this approval as part of the 2016/17 Budget deliberations and fees and charges schedule review.

It is now timely as a new agreement is being entered into to review the above Council resolution in regards to not charging a hire fee for the use of the grounds.

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)

Nil

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:

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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)

Hire Wallumbilla Showgrounds 19/20 financial year

- Bond \$250.60
- Facility Day Hire \$69.30
- Facility Night Hire \$138.00
- Grounds Only \$138.00

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)

Increase in fees 20/21 financial year.

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)

Renew user agreement and keep the hire fee waiver as per previous Council Resolution *GM/08.2015/28* for the voluntary contributions the groups have made in relation to the Wallumbilla Showgrounds.

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 enter into a non- exclusive User Agreement with the Wallumbilla Community Menshed Incorporated for a period of five (5) years for the use of the Wallumbilla Showgrounds.

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Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

- 4.9 Manage Council's land and buildings that contribute to the provision of a range of services across the region and are used by residents, visitors, business, industry and Council
- 4.9.3 Develop and implement agreements for the long term use of facilities (including leases, management agreements, user agreements).

Supporting Documentation:

11 Wallumbilla Community Menshed Inc. User Agreement - D16/27736 Executed

Report authorised by:

Manager - Facilities (Land, Buildings & Structures)

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

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User Agreement

Parties

Maranoa Regional Council
ABN Number 99 324 089 164
Address PO Box 42
Mitchell QLD 4465

And

Wallumbilla Community Menshed Inc.

ABN Number 92 478 803 707

Address PO Box 2

Wallumbilla Qld 4428

1.0 Introduction

- 1.1 Maranoa Regional Council (Council) is the owner of the building known as 'Chadford Hall' (Facility) at Wallumbilla Showgrounds, located on Warrego Highway, Wallumbilla Qld 4428.
- 1.2 The User wishes to conduct the activities of Wallumbilla Community Menshed Inc.
- 1.3 Council has consented to the User using the Facility on the following terms and conditions specified to the Users.

2.0 Term

2.1 Term of this agreement shall be for 5 years commencing on 18 February 2015 and expiring 17 February 2020.

3.0 User Warrants

The User warrants to Council that all certificates, registrations and accreditations claimed as being held by the User, which relate to conducting its activities, are valid, held and current and will remain so throughout the term of this Agreement and any extensions thereof. The User acknowledges any breach of this warranty is a breach of the fundamental terms of this Agreement, such a breach will allow Council to terminate this Agreement without notice.

4.0 Responsible and Contact Person

- 4.1 The User shall nominate in writing to Council a 'Responsible Person/s' who will be assigned to ensure that the terms and conditions of this Agreement are adhered to.
- 4.2 For the purpose of administering this Agreement, the User shall nominate in writing to the Council a person/s able to be contacted at all times by Council, together with all reasonable contact details requested by Council.
- 4.3 The User shall be entitled to vary those nominated and/or their details from time-to-time by further notice.
- 4.4 For the purpose of this Agreement the contact person for Council shall be the Coordinator – Land Administration, in most cases and in the event that the Coordinator – Land Administration is unavailable, the contact person for Council shall be the Manager – Facilities.

5.0 Insurances and Indemnities

5.1 The User shall at its own cost, effect and at all times during the terms of this Agreement and any extension thereof, keep in full force a policy of Public Risk Insurance (with an authorised Underwriter) for the carried out at the Facility for a minimum amount of \$10,000,000. The User shall deliver to Council on demand a copy of the relevant policy and a current certificate of insurance. The User unconditionally releases Council from all claims, suits, demands, actions or proceedings (whether at law, in equity or arising under any statute) arising out of or

in connection with an act, default or omission of the User or any of the User's agents. The User agrees not to sue or make any claim or demand against Council in respect to matters covered by this release.

- 5.2 Council, its employees or agents, are not liable for any injury (including death) or loss of property, whether negligent or otherwise. The User indemnifies Council from and against all actions, claims, costs, losses, expenses and damages (including the costs of defending or settling any action or claim) in respect to:-
 - 5.2.1 Any loss of, or damage to property of Council; or
 - 5.2.2 Any loss, or damage to property of User; or
 - 5.2.3 Any loss of, or damage sustained by any persons brought into the Facility and/or surroundings by the User; or
 - 5.2.4 Anything resulting from or by reason of or omitted to be done by the User arising out of the User's undertaken at or near the Facility.
- 5.3 The User's liability to indemnify Council is reduced proportionally to the extent that any negligent act or omission of Council or its employees has contributed to the injury, damage or loss.
- 5.4 The User is responsible for the cost of making good any damage caused to the floors, walls, ceilings, furniture or fittings arising out of and in the course of the User's. Reasonable wear and tear is exempted.

6.0 Permission to Occupy

6.1 The User shall be granted sole use of the premises known as 'Chadford Hall', Wallumbilla Showgrounds, Wallumbilla, for the purpose of conducting activities associated with the Wallumbilla Community Menshed Inc.

7.0 User Obligations

- 7.1 The User shall ensure the terms and conditions of this Agreement have been made known to all persons prior to entering the Facility.
- 7.2 The User shall ensure that all persons who enter the Facility are made aware that they enter at their own risk.
- 7.3 The User shall ensure that all persons using the Facility do so in an orderly and well behaved manner, which includes
 - No drugs; and
 - No smoking within the Facility;
 - Responsible consumption of alcohol at selected occasions.
- 7.4 The User shall remove, or cause to be removed, any persons from the Facility whose behaviour is inappropriate, disruptive or causes any danger or threat to any other person or property.

- 7.5 The User shall not place, leave or permit to be placed or left any debris or rubbish in any part of the Facility and shall ensure that all trash and garbage are placed in proper receptacles.
- 7.6 The User shall not erect any structure or permanent fixture at the Facility without the written consent of Council.
- 7.7 The User shall not cause any nails, tacks, adhesives, or other articles to be driven into or on the floor, walls or ceilings of the Facility, not withstanding routine maintenance, without the written consent of Council.
- 7.8 The User shall not dismantle, remove or replace any structure or permanent fixture at the Facility without the written consent of Council. At the time of signing this agreement, Councils permits the removal of old existing benches.
- 7.9 The User shall ensure after each use, the Facility is appropriately and adequately secured and that all security devices installed are properly engaged.
- 7.10 The User shall upon demand, in writing, from Council return all keys held by or on behalf of the User to Council.
- 7.11 The User shall comply with all reasonable directions of authorised Council staff in its use of the Facility.

8.0 Acknowledgement

- 8.1 The User acknowledges responsibility for the supervision and care of persons brought into the Facility.
- 8.2 The User acknowledges use of the Facility is subject to a number of risks, including injury, and the responsibility for supervision and instruction of persons brought in to the Facility by the User rests with the User.

9.0 Accidents and/or First Aid

- 9.1 The User acknowledges responsibility for administering first aid in the event of an emergency rests with the User. The User shall immediately notify the nearest Queensland Ambulance Service Centre (by phoning '000') of any accident occurring on or at the Facility requiring urgent medical attention.
- 9.2 All incidents of first aid and/or accidents shall be reported to Council.
- 9.3 The User must create and implement, to Council satisfaction, safety policies, procedures and practices in relation to the Users activities to comply fully with the Users obligations as a 'Person Conducting a Business or Undertaking' under the Work Health and Safety Act 2011 (Qld).

 The User acknowledges that Council may require the User to implement changes to its existing policies, procedures and practices from time to time as Council deems necessary.
- 9.4 The User must provide Council with a report every twelve months, covering all safety, hazard and risk management issues relating to the Users activities and the

Land. The user shall provide to Council upon request such further information relating to safety as Council may reasonably require.

- 9.5 The User warrants that all information provided to Council by the User in accordance with clause 9.4 is correct and complete. The User indemnifies Council for any and all liability that arises as a result of incorrect or incomplete information provided to Council.
- 9.6 The User must notify Council immediately upon the occurrence of any and all incidents at the Facility involving injury or the risk of injury to a worker or any other person at the Facility.

10.0 Hire Fees

- 10.1 In lieu of hire fees, the User shall be responsible for routine minor maintenance to the Facility excluding structural repairs.
- 10.2 All improvements are to remain at the Facility on termination of the User Agreement at the discretion of Council.

All improvements unwanted by Council will be removed by the User.

11.0 Outgoings

Council is responsible for water and rates to the premises. The User agrees to pay any outgoings for utilities deemed excessive by Council.

The User must pay on time all, charges, duties, fees and taxes charged directly to the User for services separately supplied to the Facility, for example electricity, gas and telephone.

12.0 Signage

The User may erect any signs or advertising on the exterior of the Building which relates to the Users activities but the User must first obtain written approval from Council. Council's approval is subject to consideration of such signs or advertising on the long term affect on the Facility. The User must comply with relevant laws in relation to such signs or advertising devices.

12.1 When this agreement ends, the User must remove all signage and advertising devices erected by the User and make good any damage caused by such removal.

13.0 Entering the Land

Council may enter the Land for inspection or to carry out works under this Agreement at any reasonable time and after giving the User reasonable notice (except in the case of emergency, in which case no notice shall be required).

14.0 Failure to Comply

Failure to comply with the terms and conditions detailed in this Agreement shall be regarded as a breach of the Agreement giving Council the right to cancel the Agreement without notice.

15.0 Disputes

15.1 In the event of any dispute or difference arising as to the interpretation of these terms and conditions, or any matter or thing contained therein, the decision of Council's Chief Executive Officer therein shall be final and conclusive.

16.0 Executed as an Agreement

Executed for and on behalf of Maranoa Regional Council

By a duly authorised officer in the presence of:-

Madonia Itali	Ili Petans
Signature of Witness	Signature of Authorised Officer
Madonia Mol	JULIE REITAND
Name of Witness	Name of Authorised Officer
19/2/15	19/2/15
Date	Date

Executed for and on behalf of Wallumbilla Community Menshed Inc.

ABN Number 92 478 803 707

hadons Inal	Philalters
Signature of Witness	Signature of Authorised Person
Medonia Moli	LYLE WALTERS
Name of Witness	Name of Authorised Person
<u>8</u> 2/15	8/2/15
Date	Date

General Meeting - 12 February 2020

OFFICER REPORT

Meeting: General 12 February 2020 Date: 20 December 2019

Item Number: 13.2 File Number: D19/128701

SUBJECT HEADING: Wallumbilla Showgrounds - User Group

Agreement Renewal

Classification: Open Access

Officer's Title: Facility Lease Management & Housing

Officer/Team Coordinator

Executive Summary:

Council is asked to consider again entering formal agreements with the original Wallumbilla Showgrounds Auxiliary Groups in respect to their use of the Wallumbilla Showgrounds. Their current user agreements are due to expire on the 21 February 2020.

Officer's Recommendation:

That Council:-

- Enter into non-exclusive User Agreements with the Wallumbilla Showground Auxiliary Groups - Wallumbilla Show Society, Bendemere Pony Club Incorporated, Wallumbilla Campdraft Association Incorporated and the Wallumbilla Cricket Club for a period of five (5) years for the use of the Wallumbilla Showgrounds;
- 2. Continue to allow these clubs to use the Wallumbilla Showgrounds facilities free of charge for events or activities relating to the core functions of their clubs and no sub-letting of facilities is allowed.

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).

- Wallumbilla Show Society
- Bendemere Pony Club Incorporated
- Wallumbilla Campdraft Association Inc
- Wallumbilla Cricket Club

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).

General Meeting - 12 February 2020

Acronym	Description
Nil	Nil

Context:

Why is the matter coming before Council?

Current user agreements expires on the 21 February 2020.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

In 2017 the Wallumbilla Show Society, Bendemere Pony Club Incorporated, Wallumbilla Campdraft Association Inc and the Wallumbilla Cricket Club all entered into user agreements with Council for the use of their respective areas within the Wallumbilla Showgrounds.

The agreements states as per Council Resolution GM/08.2015/28

That Council:

- 1. Endorse the committee's recommendation for the 2015/16 financial year, that Council not charge current user groups a hire fee for use of the grounds given their voluntary commitment to improving the facility over an extended period of time. Current user groups include Wallumbilla Campdraft, Wallumbilla Cricket Club, Wallumbilla Pony Club, Wallumbilla Show Society, Wallumbilla State Emergency Service (SES) and Wallumbilla Menshed.
- 2. The applicable bond will continue to apply.
- 3. Review this approval as part of the 2016/17 Budget deliberations and fees and charges schedule review.

This resolution has worked well in the last three years, although on occasion we have found that the above mentioned groups hire the showgrounds under their names so other hirer's do not have to pay a hire fee. The hire fee for this facility is used to pay maintenance on the grounds and the buildings and if this practice continues there is less money to put towards maintenance at the facility. It is recommended that the new agreements stipulate that the club's can hire the facilities for their own club use, and cannot auspice private hirers who wish to use the facilities for free for private functions.

It is now timely as new agreements are being entered into to review the above Council resolution in regards to not charging a hire fee for the use of the grounds.

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)

Maranoa Regional Council

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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)

Nil

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?

Hire Wallumbilla Showgrounds 19/20 financial year

- Bond \$250.60
- Facility Day Hire \$69.30
- Facility Night Hire \$138.00
- Grounds Only \$138.00

Future Years' Budgets:

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

Increase in fees 20/21 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)

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)

Maranoa Regional Council

General Meeting - 12 February 2020

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)

Renew user agreement sand keep the hire fee waiver as per previous Council Resolution *GM/08.2015/28* for the voluntary contributions the groups have made in relation to the Wallumbilla Showgrounds.

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:-

- Enter into non-exclusive User Agreements with the Wallumbilla Showground Auxiliary Groups - Wallumbilla Show Society, Bendemere Pony Club Incorporated, Wallumbilla Campdraft Association Incorporated and the Wallumbilla Cricket Club for a period of five (5) years for the use of the Wallumbilla Showgrounds;
- 2. Continue to allow these clubs to use the Wallumbilla Showgrounds facilities free of charge for events or activities relating to the core functions of their clubs and no sub-letting of facilities is allowed.

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:

1 <u>↓</u>	Wallumbilla Showgrounds User Agreement - Wallumbilla	D18/17558
	Campdraft Association Inc	
2 <u>↓</u>	Wallumbilla Showgrounds User Agreement - Wallumbilla	D17/56843
	Cricket Club	
3 <u>↓</u>	Wallumbilla Showgrounds User Agreement - Wallumbilla	D17/38886
	Show Society	
4 <u>U</u>	Wallumbilla Showgrounds User Agreement - Bendemere	D17/37858
	Pony Club	

Report authorised by:

Maranoa Regional Council

General Meeting - 12 February 2020

Manager - Facilities (Land, Buildings & Structures)
Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services



WALLUMBILLA CAMPDRAFT ASSOCIATION INCORPORATED

ABN 80 657 618 006

Wallumbilla Showgrounds

USER AGREEMENT

FACILITY USER AGREEMENT

BACKGROUND

- Hirer has requested access to the Venue and use of the Facilities for the duration of the Term.
- Council has agreed to grant access to the Hirer on the terms and conditions contained in this document.

OPERATIVE PROVISIONS

1. DEFINITIONS

The following words have these meanings in this document unless the contrary intention appears:

Access Times means the times that the Hirer may access and use the Venue and Facilities as specified in Item 8 of the Hire Details.

Associates means each of a party's employees, officers, agents, contractors, service suppliers, invitees, customers, patrons and those persons who at any time are under the control of, and in or on the Venue and the Facilitates with the consent (express or implied) of, a party.

Council means the owner over of the Venue and the Facilities more particularly described in Item 1 of the Hire Details.

Council Responsibilities means the costs, expenses, services, maintenance, cleaning and other matters specified in Item 16 of the Hire Details.

Facilities means those facilities, amenities, plant & equipment, accommodations, services, attractions or other features built or located at the Venue specified in Item 4 of the Hire Details.

Government Authority means any governmental or semi-governmental administrative, fiscal or judicial department, commission, authority, tribunal, agency or entity.

Hire Details means those details specified in Schedule 1.

Hire Fee means the amount specified in Item 9 of the Hire Details.

Hirer means the party described in Item 2 of the Hire Details.

Hirer Responsibilities means the cleaning, maintenance and other responsibilities to be carried out by Hirer under this document as specified in Item 15 of the Hire Details.

Insurance means the policy types and levels of cover specified in Item 13 of the Hire Details.

Outgoings means that share of the costs associated with the running and upkeep of the Venue and Facilities to be paid by Hirer as specified in Item 14 of the Hire Details.

Permitted Use means those uses of the Venue and the Facilities specified in Item 5 of the Hire Details.

Responsible Person means:

(a) Council – that person or officer identified in Item 1 of the Hire Details; and

(b) Hirer - that person or officer identified in Item 2 of the Hire Details.

Signage means the signs and advertising that the Hirer is permitted to install or display at the Venue and Facilities in accordance with clause 6 and Item 10 of the Hire Details.

Term means the period specified in Item 7 of the Hire Details.

Venue means the land described in Item 3 of the Hire Details.

2. HIRE OF VENUE AND FACILITIES

- (a) Council grants to the Hirer a licence to access and use the Venue and Facilities during the Term on the conditions contained in this document.
- (b) The Hirer may only use the Venue and Facilities for the Permitted Use and during the Access Times.
- (c) The Hirer must pay Council the Hire Fee and Outgoings in accordance with Council's payment terms from time to time.
- (d) If the licence granted under this document is stipulated in Item 6 of the Hire Details to be:
 - (i) 'Exclusive' Hirer may access and use the Venue and Facilities during the <u>Access</u> <u>Times</u> for the duration of the Term without interruption by Council or its Associates; or
 - (ii) 'Non-Exclusive' Council reserves the right to grant to third party rights to access and use of the Venue and Facilities concurrent to Hirer's <u>Access Times</u>.
- (e) Council reserves its rights to deal with the Venue and Facilities outside of the Access Times in its absolute discretion.

3. CONDITION REPORT

Hirer must provide a condition report to Council in respect of the Venue and Facilities in as required pursuant to Item 11 of the Hire Details and in the format required by Council.

4. RESPONSIBLE PERSON

Each party's Responsible Person will administer this document and anything arising in connection with this document. Each party may nominate a new Responsible Person by giving written notice to the other party.

5. MAINTENANCE & CLEANING

- (a) Hirer must carry out the Hirer Responsibilities during the Term as well as make good any damage or deliberate act of vandalism caused or committed by Hirer or its Associates.
- (b) Council will undertake the Council Responsibilities all other upkeep of the Venue and the Facilities not specified in clause 5(a).

6. SIGNAGE AND ADVERTISING

The Hirer may erect the Signage but must not erect any other signs or advertising at the Venue without the prior written approval of Council.

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7. HIRER'S WORKS

The Hirer must ensure that anything done by it in connection with this document is undertaken:

- (a) in a proper and workmanlike manner;
- (b) by suitably qualified and reputable contractors and tradespeople;
- without unreasonably disturbing other occupiers and users of the Venue and Facilities;
 and
- (d) in accordance with any directions, conditions and requirements imposed by Council.

8. HIRER'S WARRANTIES

The Hirer warrants that:

- (a) it has the power to enter into and perform its obligations under this document;
- it has (or will have) in full force and effect the authorisations, approvals, licences and consents necessary to enter into this document and perform obligations under it; and
- (c) its obligations under this document are valid and binding and are enforceable against it.

9. INDEMNITIES AND RELEASE

- (a) Hirer agrees to use the Venue and Facilities at its own risk and releases (to the full extent permitted by law) and indemnifies Council against any liability or loss arising from, and any costs, claims, charges and expenses incurred, in connection with damage to or loss of any thing and injury to, or the death of, any person caused by the act, inaction, negligence or default the Hirer or its Associates arising in connection with the Permitted Use or this document.
- (b) Hirer's liability to indemnify Council is reduced proportionally to the extent that any negligent act or omission of Council or its Associates has contributed to the injury, damage or loss.
- (c) Hirer is responsible for the cost of making good any damage caused to the Venue and Facilities arising out of and in with anything done by the Hirer in connection with this document (reasonable wear and tear is exempted).

10. INSURANCE

Hirer must:

- take out, comply with and maintain the Insurance (which must be on a 'claims occurring basis') for the duration of the Term;
- (b) give Council evidence of currency on request;
- immediately rectify anything which prejudices or might prejudice either the Insurance or Council's insurance; and
- (d) immediately notify Council if an event occurs which gives rise or might give rise to a claim under or which might prejudice the Insurance or Council's insurance.

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11. SAFETY, ACCIDENTS AND/OR FIRST AID

- (a) Hirer acknowledges use of the Venue and Facilities is subject to a number of risks, including injury, and the responsibility for supervision and instruction of its Associates brought into the Venue by it rests with it.
- (b) Hirer acknowledges responsibility for administering first aid in the event of an emergency rests with it. Hirer will immediately notify the nearest Queensland Ambulance Service Centre (by phoning '000') of any accident occurring on or at the Venue and Facilities requiring urgent medical attention.
- (c) Hirer must immediately notify Council upon the occurrence of any incidents at the Venue involving injury, first aide or the risk of injury to a worker or any other person at the Venue.
- (d) Hirer must create and implement, to Council's satisfaction, safety policies, procedures and practices in relation to Hirer's activities and strictly comply with its obligations as a 'Person Conducting a Business or Undertaking' under the Work Health and Safety Act 2011 (Qld).
- (e) Hirer acknowledges that Council may require it to implement changes to its existing policies, procedures and practices from time to time as Council deems necessary.
- (f) Hirer must provide Council with safety reports as requested by Council and as stipulated by Item 12 'Safety Reporting' of the Hire Details covering all safety, hazard and risk management issues relating to the Permitted Use.
- (g) Hirer warrants that all information provided to Council by it in accordance with clause 11 is correct and complete and indemnifies Council for any and all liability that arises as a result of incorrect or incomplete information provided to Council.

12. MISCELLANEOUS

12.1 Amendment

This document can only be amended or replaced by another document signed by the parties.

12.2 Assignment

Hirer may not assign, mortgage, encumber, charge, subcontract or declare a trust over or create an interest in, its rights under this document without the prior written consent of Council.

12.3 Compliance with laws

Hirer must comply on time with all laws and all lawful requirements and orders of Government Authorities in connection with the occupation and use of the Venue and Facilities including obtaining any approvals or licences required in connection with the Permitted Use.

12.4 Costs

Each party shall meet their own costs incurred in connection with this document but the Hirer will pay any stamp duty in relation to this document.

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12.5 Counterparts and facsimile copies

This document may be executed in counterparts including by a facsimile copies. All counterparts together are taken to constitute one instrument and may be relied upon by a party to the same extent as if it was an original of this document executed by the party.

12.6 Default

Council may immediately terminate this document by giving the Hirer notice if Hirer fails to comply with any conditions of this document.

12.7 Discretion in exercising rights

A party may exercise a right or remedy or give or refuse its consent in any way it considers appropriate (including by imposing conditions), unless this document expressly states otherwise.

12.8 Disputes

All disputes in connection with this document are to be resolved, fully and conclusively, by Council's Chief Executive Officer. Each party must continue to perform its obligations under this document while any dispute is determined under this clause.

12.9 Entire agreement

This document is entered into by the parties as an agreement and embodies the entire understanding between the parties and supersedes all previous arrangements on the subject matter of this document.

12.10 Governing law

The laws in force in Queensland apply to this document. Each party irrevocably submits to the non-exclusive jurisdiction of the courts exercising jurisdiction in Queensland.

12.11 GST

All amounts payable under or in connection with this document are exclusive of Goods and Services Tax (GST) unless otherwise stated.

12.12 Make good

When this document ends the Hirer must make good the Venue and Facilities including by cleaning, repairing any damage arising in connection the Hirer's use of the Venue and Facilities, and removing all signage, advertising, plant, equipment and supplies that do not belong to Council or other authorised users of the Venue and Facilities.

12.13 No liability for loss

A party is not liable for loss caused by the exercise or attempted exercise of, failure to exercise, or delay in exercising a right or remedy under this document.

12.14 No merger

None of the rights and obligations of a party under this document merge whatsoever and at all times remain in full force and effect.

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12.15 No warranty by giving consent

By giving its approval or consent, a party does not make or give any warranty or representation as to any circumstance relating to the subject matter of the consent or approval.

12.16 Remedies cumulative

The rights and remedies provided in this document are in addition to other rights and remedies given by law independently of this document.

12.17 Rights contractual

The rights granted under this document to the Hirer are contractual in nature only and do not attach to or create an interest or estate in, the Venue or the Facilities.

12.18 Severability

If the whole, or any part, of a provision of this document unenforceable in a jurisdiction, it is severed for that jurisdiction. The remainder of this document has full force and effect and the enforceability of that provision in any other jurisdiction is not affected.

12.19 Survival of rights and obligations

Rights accrued to a party up to the date of termination or expiration of this document, indemnities and obligations of confidence given by a party under this document survive termination or expiration of this document

12.20 Waiver

A right under this document can only be waived in writing by the party waiving the right. A party does not waive its rights under this document because it grants an extension or forbearance. A waiver of a right on one or more occasions does not operate as a waiver of that right if that right arises again. The exercise of a right does not prevent any further exercise of that right or of any other right. If a party does not exercise a right or remedy fully or at a given time, the party may still exercise it later.

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Schedule 1

HIRE DETAILS

Item 1	Council	Maranoa Regional Council ABN 99 324 089164		
		Responsible Person:	Facility Lease Management	
		Phone:	1300 007 662	
		Email:	council@maranoa.qld.gov.au	
		Address:	P O Box 42 Mitchell Q 4465	
Item 2	Hirer	Wallumbilla Campdra	oft Association Incorporated	
		Responsible Person:	The President	
		Phone:	0427128557	
		Email:	wallumbillacampdraft@gmail.com	
		Address:	'Pasadena' Wallumbilla Qld 4428	
Item 3	Venue	Wallumbilla Show Gro	unds (Lot 263 WV1304)	
Item 4	Facilities	Main Ring, Camping G Hughes Memorial Com	rounds, Campdraft Secretary's Office, Tom oplex, Amenities.	
Item 5	Permitted Use	Purpose of holding Campdraft Competitions within the Maranoa Region.		
Item 6	Licence Type	Exclusive- / Non-exclu	isive	
Item 7	Term	3 years commencing 22 February 2017 and expiring 21 February 2020		
Item 8	Access Times	Duration of event – inc	cluding preparation and clean up.	
Item 9	Hire Fee	As per Councils fees and charges adopted for each financial year in respect to venue and facilities. GM/08.2015/28 – not charge a hire fee for the use of the grounds given their voluntary commitment to improving the facility over an extended period of time. The applicable bond will continue to apply.		
Item 10	Signage	Prior authorisation from Council must be sought.		
Item 11	Condition Report	Damage or Maintenance issues must be reported to Councils Building and Maintenance Department as soon as possible - 1300 007 662		
Item 12	Safety Reporting	Copies of any reports relating to facilities or safety that are required to be submitted to a governing body, are to be supplied to Council annually.		
Item 13	Insurance	 Public Liability – not less than \$10,000,000.00 (on a 'claims occurring basis') 		
Item 14	Outgoings	 Council shall be responsible for water and electricity at the premises. Water and electricity is a major cost item for Council and the usage of both is to be carefully monitored. 		
Item 15	Hirer Responsibilities	 Insurances - property and public liability. Liquor Licence - RSA (Responsible Serving of Alcohol). Exclusive use of the lockable area within the Campdraft 		

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- Secretary's Office, other areas to be available to all hirers.
- Supply Council with a copy of Incorporation Certificate
- Cleaning of facility/ amenities/ grounds during access times and on completion of event.
- Supply cattle/trucks for competition.
- Watering of the main arena to alleviate dust during the event.
- Notify Council of executive changes after AGM.
- Copy of updated Certificate of Currency to be supplied to Council annually.
- Maintaining main ring/arena standard as per own individual sporting requirement, ensuring surface is levelled on completion of event.

Item 16 Council Responsibilities

- Insurances property and public liability
- Annual pest control
- Maintenance buildings/inclusions
- · Maintenance of gardens, trees, mowing and weed control
- Rates, water, septic and refuse charges
- · Organising extra bins (if necessary)
- Maintenance of ring annually in consultation with the committees

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Execution

Executed as an agreement.

COUNCIL

SIGNED for MARANOA REGIONAL COUNCIL by its duly authorised officer, in the presence of:

Signature of witness

ERIN TOMPKINS Name of witness (BLOCK LETTERS)

SOBJERT HAYWARD Name of officer (BLOCK LETTERS)

HIRER

SIGNED for Wallumbilla Campdraft Association Incorporated ABN - 80 657 618 006 by its duly authorised officer, in the presence of:

Signature of witness

Modorra

Name of witness (BLOCK LETTERS)

Mon

Name of officer (BLOCK LETTERS)

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Dranged Beenemaikilities	Council	Wallumbilla Campdraft Association Incorporated
Proposed Responsibilities	203	incorporated
Annual Pest Control	•	
Maintenance Buildings/Inclusions	•	
Maintenance of gardens, trees,		
mowing and weed control	•	
Rates, water, septic and refuse charges	•	
Organising extra bins (wheelie)		
Maintenance of ring annually – in		
consultation with the committees	•	
Insurances	•	•
Organising of liquor licence - RSA		•
Supply Council with a copy of		
Incorporation Certificate		•
Exclusive use of the lockable area		
within the Campdraft Secretary's		
Office, other areas to be available to all		
hirers.		•
Cleaning of facility/ amenities/ grounds		
during access times and on completion		
of event.		•
Supply cattle/trucks for competition.		•
Watering of the main arena to alleviate		
dust during the event.		•
Notify Council of executive changes		
after AGM.		•
Copy of updated Certificate of		
Currency to be supplied to Council		
annually.		•
Maintaining main ring/arena standard		
as per individual sporting		
requirements. Surface is to be levelled		
on completion of event.		•

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WALLUMBILLA CRICKET CLUB

Wallumbilla Showgrounds

USER AGREEMENT

FACILITY USER AGREEMENT

BACKGROUND

- A. Hirer has requested access to the Venue and use of the Facilities for the duration of the Term.
- B. Council has agreed to grant an access licence to the Hirer on the terms and conditions contained in this document.

OPERATIVE PROVISIONS

DEFINITIONS

The following words have these meanings in this document unless the contrary intention appears:

Access Times means the times that the Hirer may access and use the Venue and Facilities as specified in Item 8 of the Hire Details.

Associates means each of a party's employees, officers, agents, contractors, service suppliers, invitees, customers, patrons and those persons who at any time are under the control of, and in or on the Venue and the Facilitates with the consent (express or implied) of, a party.

Council means the owner over of the Venue and the Facilities more particularly described in Item 1 of the Hire Details.

Council Responsibilities means the costs, expenses, services, maintenance, cleaning and other matters specified in Item 16 of the Hire Details.

Facilities means those facilities, amenities, plant & equipment, accommodations, services, attractions or other features built or located at the Venue specified in Item 4 of the Hire Details.

Government Authority means any governmental or semi-governmental administrative, fiscal or judicial department, commission, authority, tribunal, agency or entity.

Hire Details means those details specified in Schedule 1.

Hire Fee means the amount specified in Item 9 of the Hire Details.

Hirer means the party described in Item 2 of the Hire Details.

Hirer Responsibilities means the cleaning, maintenance and other responsibilities to be carried out by Hirer under this document as specified in Item 15 of the Hire Details.

Insurance means the policy types and levels of cover specified in Item 13 of the Hire Details.

Outgoings means that share of the costs associated with the running and upkeep of the Venue and Facilities to be paid by Hirer as specified in Item 14 of the Hire Details.

Permitted Use means those uses of the Venue and the Facilities specified in Item 5 of the Hire Details.

Responsible Person means:

(a) Council – that person or officer identified in Item 1 of the Hire Details; and

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(b) Hirer – that person or officer identified in Item 2 of the Hire Details.

Signage means the signs and advertising that the Hirer is permitted to install or display at the Venue and Facilities in accordance with clause 6 and Item 10 of the Hire Details.

Term means the period specified in Item 7 of the Hire Details.

Venue means the land described in Item 3 of the Hire Details.

2. HIRE OF VENUE AND FACILITIES

- (a) Council grants to the Hirer a licence to access and use the Venue and Facilities during the Term on the conditions contained in this document.
- (b) The Hirer may only use the Venue and Facilities for the Permitted Use and during the Access Times.
- (c) The Hirer must pay Council the Hire Fee and Outgoings in accordance with Council's payment terms from time to time.
- (d) If the licence granted under this document is stipulated in Item 6 of the Hire Details to be:
 - (i) 'Exclusive' Hirer may access and use the Venue and Facilities during the <u>Access</u>
 <u>Times</u> for the duration of the Term without interruption by Council or its
 Associates; or
 - (ii) 'Non-Exclusive' Council reserves the right to grant to third party rights to access and use of the Venue and Facilities concurrent to Hirer's Access Times.
- (e) Council reserves its rights to deal with the Venue and Facilities outside of the Access Times in its absolute discretion.

3. CONDITION REPORT

Hirer must provide a condition report to Council in respect of the Venue and Facilities in as required pursuant to Item 11 of the Hire Details and in the format required by Council.

4. RESPONSIBLE PERSON

Each party's Responsible Person will administer this document and anything arising in connection with this document. Each party may nominate a new Responsible Person by giving written notice to the other party.

5. MAINTENANCE & CLEANING

- (a) Hirer must carry out the Hirer Responsibilities during the Term as well as make good any damage or deliberate act of vandalism caused or committed by Hirer or its Associates.
- (b) Council will undertake the Council Responsibilities all other upkeep of the Venue and the Facilities not specified in clause 5(a).

6. SIGNAGE AND ADVERTISING

The Hirer may erect the Signage but must not erect any other signs or advertising at the Venue without the prior written approval of Council.

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7. HIRER'S WORKS

The Hirer must ensure that anything done by it in connection with this document is undertaken:

- (a) in a proper and workmanlike manner;
- (b) by suitably qualified and reputable contractors and tradespeople;
- (c) without unreasonably disturbing other occupiers and users of the Venue and Facilities;
- (d) in accordance with any directions, conditions and requirements imposed by Council.

8. HIRER'S WARRANTIES

The Hirer warrants that:

- (a) it has the power to enter into and perform its obligations under this document;
- (b) it has (or will have) in full force and effect the authorisations, approvals, licences and consents necessary to enter into this document and perform obligations under it; and
- (c) its obligations under this document are valid and binding and are enforceable against it.

9. INDEMNITIES AND RELEASE

- (a) Hirer agrees to use the Venue and Facilities at its own risk and releases (to the full extent permitted by law) and indemnifies Council against any liability or loss arising from, and any costs, claims, charges and expenses incurred, in connection with damage to or loss of any thing and injury to, or the death of, any person caused by the act, inaction, negligence or default the Hirer or its Associates arising in connection with the Permitted Use or this document.
- (b) Hirer's liability to indemnify Council is reduced proportionally to the extent that any negligent act or omission of Council or its Associates has contributed to the injury, damage or loss.
- (c) Hirer is responsible for the cost of making good any damage caused to the Venue and Facilities arising out of and in with anything done by the Hirer in connection with this document (reasonable wear and tear is exempted).

10. INSURANCE

Hirer must:

- (a) take out, comply with and maintain the Insurance (which must be on a 'claims occurring basis') for the duration of the Term;
- (b) give Council evidence of currency on request;
- immediately rectify anything which prejudices or might prejudice either the Insurance or Council's insurance; and
- (d) immediately notify Council if an event occurs which gives rise or might give rise to a claim under or which might prejudice the Insurance or Council's insurance.

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11. SAFETY, ACCIDENTS AND/OR FIRST AID

- (a) Hirer acknowledges use of the Venue and Facilities is subject to a number of risks, including injury, and the responsibility for supervision and instruction of its Associates brought into the Venue by it rests with it.
- (b) Hirer acknowledges responsibility for administering first aid in the event of an emergency rests with it. Hirer will immediately notify the nearest Queensland Ambulance Service Centre (by phoning '000') of any accident occurring on or at the Venue and Facilities requiring urgent medical attention.
- (c) Hirer must immediately notify Council upon the occurrence of any incidents at the Venue involving injury, first aide or the risk of injury to a worker or any other person at the Venue.
- (d) Hirer must create and implement, to Council's satisfaction, safety policies, procedures and practices in relation to Hirer's activities and strictly comply with its obligations as a 'Person Conducting a Business or Undertaking' under the Work Health and Safety Act 2011 (Qld).
- (e) Hirer acknowledges that Council may require it to implement changes to its existing policies, procedures and practices from time to time as Council deems necessary.
- (f) Hirer must provide Council with safety reports as requested by Council and as stipulated by Item 12 'Safety Reporting' of the Hire Details covering all safety, hazard and risk management issues relating to the Permitted Use.
- (g) Hirer warrants that all information provided to Council by it in accordance with clause 11 is correct and complete and indemnifies Council for any and all liability that arises as a result of incorrect or incomplete information provided to Council.

12. MISCELLANEOUS

12.1 Amendment

This document can only be amended or replaced by another document signed by the parties.

12.2 Assignment

Hirer may not assign, mortgage, encumber, charge, subcontract or declare a trust over or create an interest in, its rights under this document without the prior written consent of Council.

12.3 Compliance with laws

Hirer must comply on time with all laws and all lawful requirements and orders of Government Authorities in connection with the occupation and use of the Venue and Facilities including obtaining any approvals or licences required in connection with the Permitted Use.

12.4 Costs

Each party shall meet their own costs incurred in connection with this document but the Hirer will pay any stamp duty in relation to this document.

Page 4 of 10

12.5 Counterparts and facsimile copies

This document may be executed in counterparts including by a facsimile copies. All counterparts together are taken to constitute one instrument and may be relied upon by a party to the same extent as if it was an original of this document executed by the party.

12.6 Default

Council may immediately terminate this document by giving the Hirer notice if Hirer fails to comply with any conditions of this document.

12.7 Discretion in exercising rights

A party may exercise a right or remedy or give or refuse its consent in any way it considers appropriate (including by imposing conditions), unless this document expressly states otherwise.

12.8 Disputes

All disputes in connection with this document are to be resolved, fully and conclusively, by Council's Chief Executive Officer. Each party must continue to perform its obligations under this document while any dispute is determined under this clause.

12.9 Entire agreement

This document is entered into by the parties as an agreement and embodies the entire understanding between the parties and supersedes all previous arrangements on the subject matter of this document.

12.10 Governing law

The laws in force in Queensland apply to this document. Each party irrevocably submits to the non-exclusive jurisdiction of the courts exercising jurisdiction in Queensland.

12.11 GST

All amounts payable under or in connection with this document are exclusive of Goods and Services Tax (GST) unless otherwise stated.

12.12 Make good

When this document ends the Hirer must make good the Venue and Facilities including by cleaning, repairing any damage arising in connection the Hirer's use of the Venue and Facilities, and removing all signage, advertising, plant, equipment and supplies that do not belong to Council or other authorised users of the Venue and Facilities.

12.13 No liability for loss

A party is not liable for loss caused by the exercise or attempted exercise of, failure to exercise, or delay in exercising a right or remedy under this document.

12.14 No merger

None of the rights and obligations of a party under this document merge whatsoever and at all times remain in full force and effect.

Page 5 of 10

12.15 No warranty by giving consent

By giving its approval or consent, a party does not make or give any warranty or representation as to any circumstance relating to the subject matter of the consent or approval.

12.16 Remedies cumulative

The rights and remedies provided in this document are in addition to other rights and remedies given by law independently of this document.

12.17 Rights contractual

The rights granted under this document to the Hirer are contractual in nature only and do not attach to or create an interest or estate in, the Venue or the Facilities.

12.18 Severability

If the whole, or any part, of a provision of this document unenforceable in a jurisdiction, it is severed for that jurisdiction. The remainder of this document has full force and effect and the enforceability of that provision in any other jurisdiction is not affected.

12.19 Survival of rights and obligations

Rights accrued to a party up to the date of termination or expiration of this document, indemnities and obligations of confidence given by a party under this document survive termination or expiration of this document

12.20 Waiver

A right under this document can only be waived in writing by the party waiving the right. A party does not waive its rights under this document because it grants an extension or forbearance. A waiver of a right on one or more occasions does not operate as a waiver of that right if that right arises again. The exercise of a right does not prevent any further exercise of that right or of any other right. If a party does not exercise a right or remedy fully or at a given time, the party may still exercise it later.

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Schedule 1 HIRE DETAILS

CECUSE AND AND A STATE OF				
Item 1	Council	Maranoa Regional Council ABN 99 324 089 164		
		Responsible Person:	Specialist – Lease Management and Facility User Agreements	
		Phone:	1300 007 662	
		Email:	council@maranoa.qld.gov.au	
		Address:	PO Box 42 Mitchell Q 4465	
Item 2	Hirer	Wallumbilla Cricket Cl	ub .	
		Responsible Person:	The President	
		Phone:	0428234037	
		Email:	kirstenyork@bigpond.com	
		Address:	26 West Street Wallumbilla Q 4428	
Item 3	Venue	Wallumbilla Show Gro	unds (Lot 263 WV 1304)	
Item 4	Facilities	Cricket Oval, Amenities	S	
Item 5	Permitted Use	Purpose of holding tra	aining and competition cricket games.	
Item 6	Licence Type	Non-exclusive	r of 190 and to find a discontinuous	
Item 7	Term	Three (3) years commencing 22 February 2017 and expiring 21 February 2020		
Item 8	Access Times	Weekends when gam	es are scheduled.	
Item 9	Hire Fee	respect to venue and f GM/08.2015/28 - not	charge a hire fee for use of the grounds given nitment to improving the facility over an ne.	
Item 10	Signage	Prior authorisation from Council must be sought.		
Item 11	Condition Report	Damage or Maintenance issues must be reported to Councils Building and Maintenance Department as soon as possible - 1300 007 662.		
Item 12	Safety Reporting	Copies of any reports relating to safety or the facility that are required to be submitted to a governing body are to be supplied to Council annually.		
Item 13	Insurance	Public Liability - \$10,000,000.00 (on a 'claims occurring basis'		
Item 14	Outgoings	 Council shall be responsible for water and electricity at the premises. Water and electricity is a major cost item for council and the usage of both is to be carefully monitored. 		
Item 15	Hirer Responsibilities	 Insurances - public liability Watering of cricket oval as per Councils water restriction times Rubbish is to be collected during the event and placed in bins provided 		

Page 7 of 10

- Liquor Licence RSA (Responsible Serving Alcohol)
- Calendar of cricket games be supplied to Council at beginning of season
- Cleaning of amenities/grounds during access times
- Copy of Certificate of Currency be supplied to Council annually
- Committee is to notify Council of executive positions after AGM

Item 16 Council Responsibilities

- Annual pest control
- Insurance property and public liability
- Maintenance buildings/inclusions
- Weed control
- Mowing of cricket pitch (as per mowing schedule)
- Rates and septic charges
- Cleaning of amenities prior to event
- Maintenance of the cricket ground annually in consultation with the Committee

Page 8 of 10

Execution

Executed as an agreement.

COUNCIL

SIGNED for **MARANOA REGIONAL COUNCIL** by its duly authorised officer, in the presence of:

Signature of witness

PRINTOMPKINS

Name of witness (BLOCK LETTERS)

Signature of officer

VLIE REITANO

Name of officer (BLOCK LETTERS)

CHIEF EXECUTIVE OFFICER
Office held (BLOCK LETTERS)
26/7/17

HIRER

SIGNED for **Wallumbilla Cricket Club** by its duly authorised officer, in the presence of:

Signature of witness

Name of witness (BLOCK LETTERS)

Signature of officer

Date signed

David York

Name of officer (BLOCK LETTERS)

President

Office held (BLOCK LETTERS)

Date signed

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Proposed Responsibilities	Council	Wallumbilla Cricket Club
Annual Pest Control	•	
Maintenance Building/Inclusions	•	
Mowing as per Council mowing schedule upon calendar of games being provided to Council	•	
Rates/septic charges	•	
Weed control	•	
Maintenance of the cricket ground annually – in consultation with the Committee		
Cleaning of amenities prior to event	•	
Insurances	•	•
Liquor Licence – RSA (Responsible Serving Alcohol)		•
Watering of cricket oval as per Councils restriction times		•
Cleaning of amenities/grounds during access times		•
Rubbish is to be collected during the event and placed in bins provided	5	•
Copy of Certificate of Currency to be supplied to Council Annually		•
Notify Council of executive positions after AGM		•
Calendar of cricket games be supplied to Council at beginning of season Cleaning of amenities		•

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WALLUMBILLA SHOW SOCIETY

Wallumbilla Showgrounds

USER AGREEMENT

FACILITY USER AGREEMENT

BACKGROUND

- A. Hirer has requested access to the Venue and use of the Facilities for the duration of the Term.
- Council has agreed to grant an access licence to the Hirer on the terms and conditions contained in this document.

OPERATIVE PROVISIONS

1. DEFINITIONS

The following words have these meanings in this document unless the contrary intention appears:

Access Times means the times that the Hirer may access and use the Venue and Facilities as specified in Item 8 of the Hire Details.

Associates means each of a party's employees, officers, agents, contractors, service suppliers, invitees, customers, patrons and those persons who at any time are under the control of, and in or on the Venue and the Facilitates with the consent (express or implied) of, a party.

Council means the owner over of the Venue and the Facilities more particularly described in Item 1 of the Hire Details.

Council Responsibilities means the costs, expenses, services, maintenance, cleaning and other matters specified in Item 16 of the Hire Details.

Facilities means those facilities, amenities, plant & equipment, accommodations, services, attractions or other features built or located at the Venue specified in Item 4 of the Hire Details.

Government Authority means any governmental or semi-governmental administrative, fiscal or judicial department, commission, authority, tribunal, agency or entity.

Hire Details means those details specified in Schedule 1.

Hire Fee means the amount specified in Item 9 of the Hire Details.

Hirer means the party described in Item 2 of the Hire Details.

Hirer Responsibilities means the cleaning, maintenance and other responsibilities to be carried out by Hirer under this document as specified in Item 15 of the Hire Details.

Insurance means the policy types and levels of cover specified in Item 13 of the Hire Details.

Outgoings means that share of the costs associated with the running and upkeep of the Venue and Facilities to be paid by Hirer as specified in Item 14 of the Hire Details.

Permitted Use means those uses of the Venue and the Facilities specified in Item 5 of the Hire Details.

Responsible Person means:

(a) Council – that person or officer identified in Item 1 of the Hire Details; and

Page 1 of 10

(b) Hirer – that person or officer identified in Item 2 of the Hire Details.

Signage means the signs and advertising that the Hirer is permitted to install or display at the Venue and Facilities in accordance with clause 6 and Item 10 of the Hire Details.

Term means the period specified in Item 7 of the Hire Details.

Venue means the land described in Item 3 of the Hire Details.

2. HIRE OF VENUE AND FACILITIES

- (a) Council grants to the Hirer a licence to access and use the Venue and Facilities during the Term on the conditions contained in this document.
- (b) The Hirer may only use the Venue and Facilities for the Permitted Use and during the Access Times.
- (c) The Hirer must pay Council the Hire Fee and Outgoings in accordance with Council's payment terms from time to time.
- (d) If the licence granted under this document is stipulated in Item 6 of the Hire Details to be:
 - (i) 'Exclusive' Hirer may access and use the Venue and Facilities during the <u>Access</u> <u>Times</u> for the duration of the Term without interruption by Council or its Associates; or
 - (ii) 'Non-Exclusive' Council reserves the right to grant to third party rights to access and use of the Venue and Facilities concurrent to Hirer's Access Times.
- (e) Council reserves its rights to deal with the Venue and Facilities outside of the Access Times in its absolute discretion.

3. CONDITION REPORT

Hirer must provide a condition report to Council in respect of the Venue and Facilities in as required pursuant to Item 11 of the Hire Details and in the format required by Council.

4. RESPONSIBLE PERSON

Each party's Responsible Person will administer this document and anything arising in connection with this document. Each party may nominate a new Responsible Person by giving written notice to the other party.

5. MAINTENANCE & CLEANING

- (a) Hirer must carry out the Hirer Responsibilities during the Term as well as make good any damage or deliberate act of vandalism caused or committed by Hirer or its Associates.
- (b) Council will undertake the Council Responsibilities all other upkeep of the Venue and the Facilities not specified in clause 5(a).

SIGNAGE AND ADVERTISING

The Hirer may erect the Signage but must not erect any other signs or advertising at the Venue without the prior written approval of Council.

Page 2 of 10

HIRER'S WORKS

The Hirer must ensure that anything done by it in connection with this document is undertaken:

- (a) in a proper and workmanlike manner;
- (b) by suitably qualified and reputable contractors and tradespeople;
- (c) without unreasonably disturbing other occupiers and users of the Venue and Facilities;
 and
- (d) in accordance with any directions, conditions and requirements imposed by Council.

8. HIRER'S WARRANTIES

The Hirer warrants that:

- (a) it has the power to enter into and perform its obligations under this document;
- it has (or will have) in full force and effect the authorisations, approvals, licences and consents necessary to enter into this document and perform obligations under it; and
- (c) its obligations under this document are valid and binding and are enforceable against it.

9. INDEMNITIES AND RELEASE

- (a) Hirer agrees to use the Venue and Facilities at its own risk and releases (to the full extent permitted by law) and indemnifies Council against any liability or loss arising from, and any costs, claims, charges and expenses incurred, in connection with damage to or loss of any thing and injury to, or the death of, any person caused by the act, inaction, negligence or default the Hirer or its Associates arising in connection with the Permitted Use or this document.
- (b) Hirer's liability to indemnify Council is reduced proportionally to the extent that any negligent act or omission of Council or its Associates has contributed to the injury, damage or loss.
- (c) Hirer is responsible for the cost of making good any damage caused to the Venue and Facilities arising out of and in with anything done by the Hirer in connection with this document (reasonable wear and tear is exempted).

10. INSURANCE

Hirer must:

- (a) take out, comply with and maintain the Insurance (which must be on a 'claims occurring basis') for the duration of the Term;
- (b) give Council evidence of currency on request;
- immediately rectify anything which prejudices or might prejudice either the Insurance or Council's insurance; and
- (d) immediately notify Council if an event occurs which gives rise or might give rise to a claim under or which might prejudice the Insurance or Council's insurance.

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SAFETY, ACCIDENTS AND/OR FIRST AID

- (a) Hirer acknowledges use of the Venue and Facilities is subject to a number of risks, including injury, and the responsibility for supervision and instruction of its Associates brought into the Venue by it rests with it.
- (b) Hirer acknowledges responsibility for administering first aid in the event of an emergency rests with it. Hirer will immediately notify the nearest Queensland Ambulance Service Centre (by phoning '000') of any accident occurring on or at the Venue and Facilities requiring urgent medical attention.
- (c) Hirer must immediately notify Council upon the occurrence of any incidents at the Venue involving injury, first aide or the risk of injury to a worker or any other person at the Venue.
- (d) Hirer must create and implement, to Council's satisfaction, safety policies, procedures and practices in relation to Hirer's activities and strictly comply with its obligations as a 'Person Conducting a Business or Undertaking' under the Work Health and Safety Act 2011 (Qld).
- (e) Hirer acknowledges that Council may require it to implement changes to its existing policies, procedures and practices from time to time as Council deems necessary.
- (f) Hirer must provide Council with safety reports as requested by Council and as stipulated by Item 12 'Safety Reporting' of the Hire Details covering all safety, hazard and risk management issues relating to the Permitted Use.
- (g) Hirer warrants that all information provided to Council by it in accordance with clause 11 is correct and complete and indemnifies Council for any and all liability that arises as a result of incorrect or incomplete information provided to Council.

12. MISCELLANEOUS

12.1 Amendment

This document can only be amended or replaced by another document signed by the parties.

12.2 Assignment

Hirer may not assign, mortgage, encumber, charge, subcontract or declare a trust over or create an interest in, its rights under this document without the prior written consent of Council.

12.3 Compliance with laws

Hirer must comply on time with all laws and all lawful requirements and orders of Government Authorities in connection with the occupation and use of the Venue and Facilities including obtaining any approvals or licences required in connection with the Permitted Use.

12.4 Costs

Each party shall meet their own costs incurred in connection with this document but the Hirer will pay any stamp duty in relation to this document.

March 2012 2012 2022 2022

12.5 Counterparts and facsimile copies

This document may be executed in counterparts including by a facsimile copies. All counterparts together are taken to constitute one instrument and may be relied upon by a party to the same extent as if it was an original of this document executed by the party.

12.6 Default

Council may immediately terminate this document by giving the Hirer notice if Hirer fails to comply with any conditions of this document.

12.7 Discretion in exercising rights

A party may exercise a right or remedy or give or refuse its consent in any way it considers appropriate (including by imposing conditions), unless this document expressly states otherwise.

12.8 Disputes

All disputes in connection with this document are to be resolved, fully and conclusively, by Council's Chief Executive Officer. Each party must continue to perform its obligations under this document while any dispute is determined under this clause.

12.9 Entire agreement

This document is entered into by the parties as an agreement and embodies the entire understanding between the parties and supersedes all previous arrangements on the subject matter of this document.

12.10 Governing law

The laws in force in Queensland apply to this document. Each party irrevocably submits to the non-exclusive jurisdiction of the courts exercising jurisdiction in Queensland.

12.11 GST

All amounts payable under or in connection with this document are exclusive of Goods and Services Tax (GST) unless otherwise stated.

12.12 Make good

When this document ends the Hirer must make good the Venue and Facilities including by cleaning, repairing any damage arising in connection the Hirer's use of the Venue and Facilities, and removing all signage, advertising, plant, equipment and supplies that do not belong to Council or other authorised users of the Venue and Facilities.

12.13 No liability for loss

A party is not liable for loss caused by the exercise or attempted exercise of, failure to exercise, or delay in exercising a right or remedy under this document.

12.14 No merger

None of the rights and obligations of a party under this document merge whatsoever and at all times remain in full force and effect.

Page 5 of 10

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12.15 No warranty by giving consent

By giving its approval or consent, a party does not make or give any warranty or representation as to any circumstance relating to the subject matter of the consent or approval.

12.16 Remedies cumulative

The rights and remedies provided in this document are in addition to other rights and remedies given by law independently of this document.

12.17 Rights contractual

The rights granted under this document to the Hirer are contractual in nature only and do not attach to or create an interest or estate in, the Venue or the Facilities.

12.18 Severability

If the whole, or any part, of a provision of this document unenforceable in a jurisdiction, it is severed for that jurisdiction. The remainder of this document has full force and effect and the enforceability of that provision in any other jurisdiction is not affected.

12.19 Survival of rights and obligations

Rights accrued to a party up to the date of termination or expiration of this document, indemnities and obligations of confidence given by a party under this document survive termination or expiration of this document

12.20 Waiver

A right under this document can only be waived in writing by the party waiving the right. A party does not waive its rights under this document because it grants an extension or forbearance. A waiver of a right on one or more occasions does not operate as a waiver of that right if that right arises again. The exercise of a right does not prevent any further exercise of that right or of any other right. If a party does not exercise a right or remedy fully or at a given time, the party may still exercise it later.

Page 6 of 10

Schedule 1 HIRE DETAILS

Item 1	Council	Maranoa Regional Cou	ncil ABN 99 324 089 164	
		Responsible Person:	Specialist – Lease Management and Facility User Agreements	
		Phone:	1300 007 662	
		Email:	council@maranoa.qld.gov.au	
		Address:	PO Box 42 Mitchell Q 4465	
Item 2	Hirer	Wallumbilla Show Soc	iety	
		Responsible Person:	The President	
		Phone:	0404039374 0408741115	
		Email:	wallumbillashow@gmail.com	
	9381	Address:	P O Box 23 Wallumbilla Q 4428	
Item 3	Venue	Wallumbilla Show Grou	nds (Lot 263 WV 1304)	
Item 4	Facilities	Memorial Complex, A	Grounds, Secretary's Office, Tom Hughes menities, Bendemere Shire Pavilion, Cattle Club Office, Campdraft Secretary's Office.	
Item 5	Permitted Use	Purpose of holding Annual Show for persons within and visitors to the Maranoa Region – Committee to notify Council of dates when available.		
Item 6	Licence Type	Non-exclusive	La La Company and the Company	
Item 7	Term	Three (3) years commencing 22 February 2017 and expiring 21 February 2020		
Item 8	Access Times	Week Prior to and inclusive of Annual Show weekend including preparation and clean up		
Item 9	Hire Fee	As per Councils fees and charges adopted for each financial year in respect to venue and facilities. GM/08.2015/28 - not charge a hire fee for use of the grounds given their voluntary commitment to improving the facility over an extended period of time. The applicable bond will continue to apply.		
Item 10	Signage	Prior authorisation from Council must be sought.		
Item 11	Condition Report	Damage or Maintenance issues must be reported to Councils Building and Maintenance Department as soon as possible - 1300 007 662.		
Item 12	Safety Reporting	Copies of any reports relating to safety or the facility that are required to be submitted to a governing body are to be supplied to Council annually.		
Item 13	Insurance	 Public Liability – \$10 	,000,000.00 (on a 'claims occurring basis')	
Item 14	Outgoings	 Council shall be responsible for water and electricity at the premises. Water and electricity is a major cost item for council and the usage of both is to be carefully monitored. 		

Item 15 Hirer Responsibilities

- Insurances public liability
- Copy of Certificate of Currency to be supplied to Council annually
- Notify Council of executive positions after AGM
- Cleaning of facility/amenities/grounds during access times and on completion of event
- Liquor Licence RSA (Responsible Serving Alcohol)
- Sawdust supply and spread
- Supply truck for watering of main ring and dust suppression outside ring area during the event
- Rubbish is to be collected during the event and placed in bins provided
- Maintaining main ring/arena standard as per individual sporting requirements, ensuring it meets the needs of all other Users. Surface to be levelled on completion of event.

Item 16 Council Responsibilities

- Insurances property and public liability
- Annual pest control
- Maintenance buildings/inclusions
- Maintenance grassed area/trees and weed control
- Rates and septic charges
- Organising extra bins (if necessary)
- Parenting Van
- · Cleaning of facility and amenities prior to event
- Maintenance of arena annually in consultation with the Committees

Page 8 of 10

Execution

Executed as an agreement.

COUNCIL

SIGNED for MARANOA REGIONAL COUNCIL by its duly authorised officer, in the presence of:

Signature of witness

ERIN TOMPKINS

Name of witness (BLOCK LETTERS)

JULIE REITAND

Name of officer (BLOCK LETTERS)

CHIEF EXECUTIVE OFFICER Office held (BLOCK LETTERS)

HIRER

SIGNED for Wallumbilla Show Society by its duly authorised officer, in the presence

Signature of witness

SAMANTHA SENESCALL Name of witness (BLOCK LETTERS)

MARK ALAN SWAN

Name of officer (BLOCK LETTERS)

PRESIDENT. Office held (BLOCK LETTERS)

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22-2-17 TO 21-2-2020 Wallumbilla Show Council Society **Proposed Responsibilities** Annual Pest Control Maintenance Building/Inclusions 0 Maintenance Lawns/Gardens 0 **Rates Notice** All Water Charges 0 Sewerage/Refuse Charges Organising extra bins (Wheelie) Insurance – Public liability and Property Cleaning of facility/amenities/grounds during access times Copy of Certificate of Currency to be supplied to Council Annually Notify Council of executive positions after AGM Liquor Licence - RSA Sawdust – supply and spread 0 Water Truck - watering main ring and inside showgrounds. Rubbish is to be collected during the

event and placed in bins provided
Maintaining Main Ring standard as
per individual sporting requirements,
ensuring it meets the needs of all
other Users. Surface to be levelled

on completion of event

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MAN SON SON SON SON



BENDEMERE PONY CLUB INCORPORATED

ABN 52 348 218 556

Wallumbilla Showgrounds

USER AGREEMENT

DI7 37858

FACILITY USER AGREEMENT

BACKGROUND

- A. Hirer has requested access to the Venue and use of the Facilities for the duration of the Term.
- B. Council has agreed to grant an access licence to the Hirer on the terms and conditions contained in this document.

OPERATIVE PROVISIONS

DEFINITIONS

The following words have these meanings in this document unless the contrary intention appears:

Access Times means the times that the Hirer may access and use the Venue and Facilities as specified in Item 8 of the Hire Details.

Associates means each of a party's employees, officers, agents, contractors, service suppliers, invitees, customers, patrons and those persons who at any time are under the control of, and in or on the Venue and the Facilitates with the consent (express or implied) of, a party.

Council means the owner over of the Venue and the Facilities more particularly described in Item 1 of the Hire Details.

Council Responsibilities means the costs, expenses, services, maintenance, cleaning and other matters specified in Item 16 of the Hire Details.

Facilities means those facilities, amenities, plant & equipment, accommodations, services, attractions or other features built or located at the Venue specified in Item 4 of the Hire Details.

Government Authority means any governmental or semi-governmental administrative, fiscal or judicial department, commission, authority, tribunal, agency or entity.

Hire Details means those details specified in Schedule 1.

Hire Fee means the amount specified in Item 9 of the Hire Details.

Hirer means the party described in Item 2 of the Hire Details.

Hirer Responsibilities means the cleaning, maintenance and other responsibilities to be carried out by Hirer under this document as specified in Item 15 of the Hire Details.

Insurance means the policy types and levels of cover specified in Item 13 of the Hire Details.

Outgoings means that share of the costs associated with the running and upkeep of the Venue and Facilities to be paid by Hirer as specified in Item 14 of the Hire Details.

Permitted Use means those uses of the Venue and the Facilities specified in Item 5 of the Hire Details.

Responsible Person means:

(a) Council – that person or officer identified in Item 1 of the Hire Details; and

Page 1 of 10

(b) Hirer – that person or officer identified in Item 2 of the Hire Details.

Signage means the signs and advertising that the Hirer is permitted to install or display at the Venue and Facilities in accordance with clause 6 and Item 10 of the Hire Details.

Term means the period specified in Item 7 of the Hire Details.

Venue means the land described in Item 3 of the Hire Details.

2. HIRE OF VENUE AND FACILITIES

- (a) Council grants to the Hirer a licence to access and use the Venue and Facilities during the Term on the conditions contained in this document.
- (b) The Hirer may only use the Venue and Facilities for the Permitted Use and during the Access Times.
- (c) The Hirer must pay Council the Hire Fee and Outgoings in accordance with Council's payment terms from time to time.
- (d) If the licence granted under this document is stipulated in Item 6 of the Hire Details to be:
 - (i) 'Exclusive' Hirer may access and use the Venue and Facilities during the <u>Access</u>
 <u>Times</u> for the duration of the Term without interruption by Council or its
 Associates; or
 - (ii) 'Non-Exclusive' Council reserves the right to grant to third party rights to access and use of the Venue and Facilities concurrent to Hirer's <u>Access Times</u>.
- (e) Council reserves its rights to deal with the Venue and Facilities outside of the Access Times in its absolute discretion.

CONDITION REPORT

Hirer must provide a condition report to Council in respect of the Venue and Facilities in as required pursuant to Item 11 of the Hire Details and in the format required by Council.

4. RESPONSIBLE PERSON

Each party's Responsible Person will administer this document and anything arising in connection with this document. Each party may nominate a new Responsible Person by giving written notice to the other party.

5. MAINTENANCE & CLEANING

- (a) Hirer must carry out the Hirer Responsibilities during the Term as well as make good any damage or deliberate act of vandalism caused or committed by Hirer or its Associates.
- (b) Council will undertake the Council Responsibilities all other upkeep of the Venue and the Facilities not specified in clause 5(a).

6. SIGNAGE AND ADVERTISING

The Hirer may erect the Signage but must not erect any other signs or advertising at the Venue without the prior written approval of Council.

Page 2 of 10

7. HIRER'S WORKS

The Hirer must ensure that anything done by it in connection with this document is undertaken:

- (a) in a proper and workmanlike manner;
- (b) by suitably qualified and reputable contractors and tradespeople;
- (c) without unreasonably disturbing other occupiers and users of the Venue and Facilities;
 and
- (d) in accordance with any directions, conditions and requirements imposed by Council.

8. HIRER'S WARRANTIES

The Hirer warrants that:

- (a) it has the power to enter into and perform its obligations under this document;
- (b) it has (or will have) in full force and effect the authorisations, approvals, licences and consents necessary to enter into this document and perform obligations under it; and
- (c) its obligations under this document are valid and binding and are enforceable against it.

9. INDEMNITIES AND RELEASE

- (a) Hirer agrees to use the Venue and Facilities at its own risk and releases (to the full extent permitted by law) and indemnifies Council against any liability or loss arising from, and any costs, claims, charges and expenses incurred, in connection with damage to or loss of any thing and injury to, or the death of, any person caused by the act, inaction, negligence or default the Hirer or its Associates arising in connection with the Permitted Use or this document.
- (b) Hirer's liability to indemnify Council is reduced proportionally to the extent that any negligent act or omission of Council or its Associates has contributed to the injury, damage or loss.
- (c) Hirer is responsible for the cost of making good any damage caused to the Venue and Facilities arising out of and in with anything done by the Hirer in connection with this document (reasonable wear and tear is exempted).

INSURANCE

Hirer must:

- (a) take out, comply with and maintain the Insurance (which must be on a 'claims occurring basis') for the duration of the Term;
- (b) give Council evidence of currency on request;
- immediately rectify anything which prejudices or might prejudice either the Insurance or Council's insurance; and
- (d) immediately notify Council if an event occurs which gives rise or might give rise to a claim under or which might prejudice the Insurance or Council's insurance.

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11. SAFETY, ACCIDENTS AND/OR FIRST AID

- (a) Hirer acknowledges use of the Venue and Facilities is subject to a number of risks, including injury, and the responsibility for supervision and instruction of its Associates brought into the Venue by it rests with it.
- (b) Hirer acknowledges responsibility for administering first aid in the event of an emergency rests with it. Hirer will immediately notify the nearest Queensland Ambulance Service Centre (by phoning '000') of any accident occurring on or at the Venue and Facilities requiring urgent medical attention.
- (c) Hirer must immediately notify Council upon the occurrence of any incidents at the Venue involving injury, first aide or the risk of injury to a worker or any other person at the Venue.
- (d) Hirer must create and implement, to Council's satisfaction, safety policies, procedures and practices in relation to Hirer's activities and strictly comply with its obligations as a 'Person Conducting a Business or Undertaking' under the Work Health and Safety Act 2011 (Qld).
- (e) Hirer acknowledges that Council may require it to implement changes to its existing policies, procedures and practices from time to time as Council deems necessary.
- (f) Hirer must provide Council with safety reports as requested by Council and as stipulated by Item 12 'Safety Reporting' of the Hire Details covering all safety, hazard and risk management issues relating to the Permitted Use.
- (g) Hirer warrants that all information provided to Council by it in accordance with clause 11 is correct and complete and indemnifies Council for any and all liability that arises as a result of incorrect or incomplete information provided to Council.

12. MISCELLANEOUS

12.1 Amendment

This document can only be amended or replaced by another document signed by the parties.

12.2 Assignment

Hirer may not assign, mortgage, encumber, charge, subcontract or declare a trust over or create an interest in, its rights under this document without the prior written consent of Council.

12.3 Compliance with laws

Hirer must comply on time with all laws and all lawful requirements and orders of Government Authorities in connection with the occupation and use of the Venue and Facilities including obtaining any approvals or licences required in connection with the Permitted Use.

12.4 Costs

Each party shall meet their own costs incurred in connection with this document but the Hirer will pay any stamp duty in relation to this document.

12.5 Counterparts and facsimile copies

This document may be executed in counterparts including by a facsimile copies. All counterparts together are taken to constitute one instrument and may be relied upon by a party to the same extent as if it was an original of this document executed by the party.

12.6 Default

Council may immediately terminate this document by giving the Hirer notice if Hirer fails to comply with any conditions of this document.

12.7 Discretion in exercising rights

A party may exercise a right or remedy or give or refuse its consent in any way it considers appropriate (including by imposing conditions), unless this document expressly states otherwise.

12.8 Disputes

All disputes in connection with this document are to be resolved, fully and conclusively, by Council's Chief Executive Officer. Each party must continue to perform its obligations under this document while any dispute is determined under this clause.

12.9 Entire agreement

This document is entered into by the parties as an agreement and embodies the entire understanding between the parties and supersedes all previous arrangements on the subject matter of this document.

12.10 Governing law

The laws in force in Queensland apply to this document. Each party irrevocably submits to the non-exclusive jurisdiction of the courts exercising jurisdiction in Queensland.

12.11 GST

All amounts payable under or in connection with this document are exclusive of Goods and Services Tax (GST) unless otherwise stated.

12.12 Make good

When this document ends the Hirer must make good the Venue and Facilities including by cleaning, repairing any damage arising in connection the Hirer's use of the Venue and Facilities, and removing all signage, advertising, plant, equipment and supplies that do not belong to Council or other authorised users of the Venue and Facilities.

12.13 No liability for loss

A party is not liable for loss caused by the exercise or attempted exercise of, failure to exercise, or delay in exercising a right or remedy under this document.

12.14 No merger

None of the rights and obligations of a party under this document merge whatsoever and at all times remain in full force and effect.

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12.15 No warranty by giving consent

By giving its approval or consent, a party does not make or give any warranty or representation as to any circumstance relating to the subject matter of the consent or approval.

12.16 Remedies cumulative

The rights and remedies provided in this document are in addition to other rights and remedies given by law independently of this document.

12.17 Rights contractual

The rights granted under this document to the Hirer are contractual in nature only and do not attach to or create an interest or estate in, the Venue or the Facilities.

12.18 Severability

If the whole, or any part, of a provision of this document unenforceable in a jurisdiction, it is severed for that jurisdiction. The remainder of this document has full force and effect and the enforceability of that provision in any other jurisdiction is not affected.

12.19 Survival of rights and obligations

Rights accrued to a party up to the date of termination or expiration of this document, indemnities and obligations of confidence given by a party under this document survive termination or expiration of this document

12.20 Waiver

A right under this document can only be waived in writing by the party waiving the right. A party does not waive its rights under this document because it grants an extension or forbearance. A waiver of a right on one or more occasions does not operate as a waiver of that right if that right arises again. The exercise of a right does not prevent any further exercise of that right or of any other right. If a party does not exercise a right or remedy fully or at a given time, the party may still exercise it later.

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Schedule 1 HIRE DETAILS

Item 1	Council	Maranoa Regional Council ABN 99 324 089 164		
		Responsible Person:	Specialist – Lease Management and Facility User Agreements	
		Phone:	1300 007 662	
		Email:	council@maranoa.qld.gov.au	
		Address:	PO Box 42 Mitchell Q 4465	
Item 2	Hirer	Bendemere Pony Club Incorporated ABN 52 348 218 556		
		Responsible Person:	The President	
		Phone:	0439 764 165	
		Email:	bendemere@pcaq.asn.au	
		Address:	33 Yuleba North Road, Yuleba Qld 4427	
Item 3	Venue	Wallumbilla Show Grou	unds (Lot 263 WV 1304)	
Item 4	Facilities		Grounds, Tom Hughes Memorial Complex, e Shire Pavilion, Old Pony Club Office, Office.	
Item 5	Permitted Use	Purpose of holding Pony Club Shield/Encouragement Draft/ Challenges Horsemanship Clinics/ Training Days and Instructor Refresher Schools for persons within the Maranoa Region.		
Item 6	Licence Type	Non-exclusive		
Item 7	Term	Three (3) years commencing 22 February 2017 and expiring 21 February 2020		
Item 8	Access Times	Duration of Events – including preparation and clean up.		
Item 9	Hire Fee	As per Councils fees and charges adopted for each financial year in respect to venue and facilities. GM/08.2015/28 - not charge a hire fee for use of the grounds given their voluntary commitment to improving the facility over an extended period of time. The applicable bond will continue to apply.		
Item 10	Signage		om Council must be sought.	
Item 11	Condition Report	Damage or Maintenance issues must be reported to Councils Building and Maintenance Department as soon as possible - 1300 007 662.		
Item 12	Safety Reporting	Copies of any reports relating to safety or the facility that are required to be submitted to a governing body are to be supplied to Council annually.		
Item 13	Insurance		0,000,000.00 (on a 'claims occurring basis'	
Item 14	Outgoings	 Council shall be responsible for water and electricity at the premises. Water and electricity is a major cost item for council and the usage of both is to be carefully monitored. 		
		0		

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- Liquor Licence RSA (Responsible Serving Alcohol)
- Cleaning of facility/amenities/grounds during access times and on completion of event
- Rubbish is to be collected during the event and placed in bins provided
- Notify Council of executive positions after AGM
- Copy of Certificate of Currency to be supplied to Council annually
- Maintaining main ring/arena standard as per individual sporting requirements, ensuring that no other User group is disadvantaged. Surface is to be levelled on completion of event

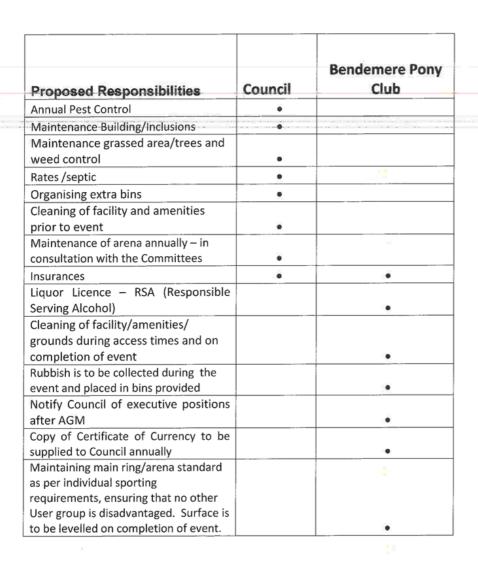
Item 16 Council Responsibilities

- Insurances property and public liability
- Annual pest control
- Maintenance buildings/inclusions
- Maintenance grassed area/trees and weed control
- Rates/septic
- Organising extra bins
- Cleaning of facility and amenities prior to event
- Maintenance of arena annually in consultation with the Committees

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EX	recution
Executed as an agreement.	
COUNCIL	
SIGNED for MARANOA REGIONAL COUNCIL	
by its duly authorised officer, in the	
presence of:	An Dis
	Signature of officer
9//	Signature of officer
/ fee/	JULIE REITAND
Signature of witness	Name of officer (BLOCK LETTERS)
V	
ERIN TOMPKINS	CHIEF EXECUTIVE OFFICE
Name of witness (BLOCK LETTERS)	Office held (BLOCK LETTERS)
	31/5/17
	Date signed
	3
HIRER	
SIGNED for Bendemere Pony Club	
Incorporated ABN 52 348 218 556 by its	
duly authorised officer, in the presence of:	100 6 7 3
	Signature of officer
Λ	Signature of officer
	Janet Hackard
Signature of witness	Name of officer (BLOCK LETTERS)
SANDRA CARTER.	SECRETARY
Name of witness (BLOCK LETTERS)	Office held (BLOCK LETTERS)
	17
	Date signed

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General Meeting - 12 February 2020

OFFICER REPORT

Meeting: General 12 February 2020 Date: 13 January 2020

Item Number: 13.3 File Number: D20/2259

SUBJECT HEADING: Maranoa Netball Association-Request for

Assistance

Classification: Open Access

Officer's Title: Regional Sport & Recreation Development

Coordinator

Executive Summary:

Maranoa Netball Association have secured the opportunity to host an Inter-District Netball Carnival in Roma to be held on 25/26 April 2020.

This event will bring approximately 400 netballers, plus officials, and parents/family members to Roma for the weekend, in addition to the local netball members. This is a great opportunity to showcase Council's magnificent new netball precinct and provide economic stimulus to local businesses.

To be eligible to host an Inter-District Netball Carnival, the committee must provide a minimum of 10 courts at one venue. Currently there are 8 synthetic courts and the committee are requesting Council assistance to provide 2 grass courts.

Officer's Recommendation:

That Council:

- Support Maranoa Netball Association with their request to provide two temporary grass courts for the Inter-District Netball Competition to be held on 25/26 April, as per Option A of this report
- Costs associated with the provision of temporary line marking and installation of four sleeves for installation of netball posts estimated at \$6 000 to be costed to GL 2887.2248.2001 (in-kind major assistance, \$13 000 remaining)
- Maranoa Netball Association acknowledge Council's contribution in all advertising for this event and during the Inter-District Netball Competition.

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?

General Meeting - 12 February 2020

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
Maranoa Netball	MNA
Association	

Context:

Why is the matter coming before Council?

This matter is coming to Council to make a decision due to the request involving budget to be allocated to achieve two grass courts to total 10 courts for the competition to proceed in Roma.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

A meeting was held between President of MNA and Council staff to gauge the level of support required from Council to meet the minimum number of 10 courts for the competition. Discussion was held around how far the proposed area (Option A on the main lawn of Bassett Park south of the Wool Court, north of the ticket box) is from the netball courts. This does not seem to pose any concerns for the committee. A suggestion has been made to have the Maranoa PCYC bus on site to bus the players from the main netball precinct to the grass courts and return to save time. The ticket box at the main entrance can be used as a first aid area and coaches and umpires storage area. The proposed location also allows easy access to toilets, shade and water.

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)

Madonna Mole- Facility Lease Management & Housing Officer/Team Coordinator Ed Sims-Manager Economic and Community Development Robert Hayward- Deputy CEO / Director, Development, Facilities & Environmental Services Ian Allen- Team Leader - Rural Roads Maintenance (Signs),

General Meeting - 12 February 2020

Urban Streets Drainage & Footpaths Chris Barrett-Bassett Park Worker Justine Miller-Tourism Coordinator Wendy Steinohrt-President MNA

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)

Nil

Risks:

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

Risk	Description of likelihood & consequences
NIL	

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)

This is a wonderful opportunity both with sporting and economic benefits for the Maranoa. Netball is a fast growing sport and with the new precinct for netball at Bassett Park, it is noteworthy that MNA has nominated to host an inter-district competition.

Recommendation:

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

General Meeting - 12 February 2020

That Council:

- Support Maranoa Netball Association with their request to provide two temporary grass courts for the Inter-District Netball Competition to be held on 25/26 April, as per Option A of this report
- Costs associated with the provision of temporary line marking and installation of four sleeves for installation of netball posts estimated at \$6 000 to be costed to GL 2887.2248.2001 (in-kind major assistance, \$13 000 remaining)
- Maranoa Netball Association acknowledge Council's contribution in all advertising for this event and during the Inter-District Netball Competition

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

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

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

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

- 4.12 Develop healthy and connected communities through sport and recreation activities and facilities
- 4.12.5 Implement initiatives to maximise use of facilities and participation in sport and recreation.

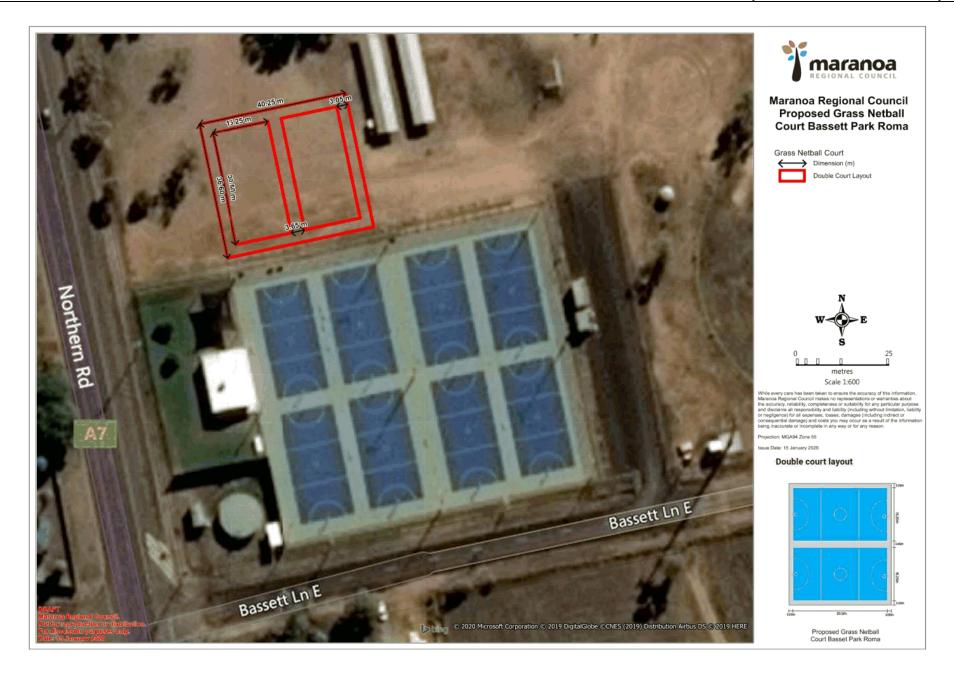
Supporting Documentation:

1 <u>U</u>	Proposed Grass Netball Court_Option A	D20/9414
2 <u>↓</u>	Proposed Grass Netball Court_Option B	D20/9415

Report authorised by:

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





General Meeting - 12 February 2020

OFFICER REPORT

Meeting: General 12 February 2020 Date: 15 January 2020

Item Number: 13.4 File Number: D20/3279

SUBJECT HEADING: Post event report - My Maranoa Street Christmas

Party

Classification: Open Access

Officer's Title: Regional Economic Development & Events

Attraction Specialist

Executive Summary:

Maranoa Regional Council in conjunction with the My Maranoa Christmas Street Party advisory committee hosted the My Maranoa Christmas Street Party on Thursday December 5 2019.

Officer's Recommendation:

That council:

- 1. Note the report as presented
- Continue to encourage and support community groups in the organisation of proposed future Christmas parties, however only with sponsorship, not as a council funded event.
- 3. Utilise alternative venues such as The Big Rig or Bassett Park for proposed future Christmas events to reduce operating costs.
- 4. Implement future shop local and prize draw campaigns for the region

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).

My Maranoa Christmas Street Party advisory committee Maranoa Regional Council General community Business owners

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	N/A

Context:

Why is the matter coming before Council?

General Meeting - 12 February 2020

Post event evaluation and feedback from the advisory committee debrief. Maranoa Regional Council to determine if this will be adopted in the 20/21 budget for future Christmas party events.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Maranoa Regional Council in conjunction with the My Maranoa Christmas Street Party advisory committee hosted the My Maranoa Christmas Street Party on Thursday December 5 2019. Although attendee's numbers are not 100% accurate, the attendance rate was unprecedented and it estimated up to 800 community members and families attended throughout the course of the evening.

500m of McDowall Street was closed in order to host the event. 25 market stalls and 8 food vendors were in attendance, as well as a number of retailers and food outlets within the closure who participated on the night. Maranoa Regional Council offered photographs with Santa free to the community as a gift and approximately 80 families utilised this offer.

A debrief was held on 19 December 2019 which consisted of the committee members and council staff. Consensus was that the event went really well, a lot of positive feedback from shop owners as well as the general community. The main comment or concern on the evening was a lack of food, or the wait time to get food. Although several food outlets and food trucks were available on the night, the higher than anticipated attendee numbers would have affected this.

In addition to the community event, Maranoa Regional Council also conducted a shop local campaign in conjunction with the street party. 3395 entries were received, based on these figures and community feedback, the event and campaign was successful in providing an economic stimulus to business owners throughout the 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)

No

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)

- 4.11 Support development of our local communities through planning, programs and events
- 4.11.4 Deliver a range of annual, biennial and one-off budgeted Council events in partnership with local community groups (where applicable).

Input into the Report & Recommendation:

General Meeting - 12 February 2020

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)

My Maranoa Christmas Advisory Committee would like to see the event occur in the future.

General community feedback has been positive and the community would like to see the event on an annual basis.

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)

Santos, Senex, Origin and Meals on Wheels Roma provided a combined cash sponsorship of \$8000.00. Sunshine Hardware (Mitre 10), and Home Hardware and Timber Roma provided in-kind sponsorship of \$5000.00 worth of prizes for the major draw. Coates hire also provided in-kind sponsorship for the lighting towers and VMS boards used, however an overall cost has not been confirmed.

This Financial Year's Budget:

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

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

The expenditure for the My Maranoa Street Christmas Party was not included in the 2019/2020 budget. Cost to council was \$11,097 comprising mostly of internal staff wages to execute the event. Additional wages for man-hours necessary in the lead up and planning of the event have not been included in the overall budget. The \$11,097 were transferred from unused wages from the My Maranoa Business salary 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)

Should council elect to host the My Maranoa Street Christmas Party event, future budget considerations will be required. The following outlines the income and expenditure for the event.

INCOME				
Festival	Area/Item	Description	Estimate	Actual
Element		_		
General	Sponsorship	MRC	\$11,000.00	
	Sponsorship	Santos	\$1,000.00	
	Sponsorship	Meals on	\$2,000.00	
		Wheels		
	Sponsorship	Senex	\$1,000.00	
	Sponsorship	Origin	\$4,000.00	

General Meeting - 12 February 2020

Total			\$19,000.00	\$19,000.00
EXPENDITURE			_	
Festival	Item/Service	Description	Estimate	Actual Cost
Element				
Equipment	Generators	Onsite	\$1,000.00	\$1,347.04
	Lighting towers	Coates	\$0.00	
	Electronic notice board	Coates	\$0.00	
Entertainment	Memphis		\$4,200.00	\$3,980.00
	Moovers Christmas craft activities		\$350.00	\$350.00
	Photography		\$200.00	\$200.00
	Jumping Castle		\$370.00	\$370.00
	Face painting		\$250.00	\$250.00
Marketing &	Western Star	Contra	Contra	
Promotion	Shop local promotion	Ballot Boxes	\$1,000.00	\$906.98
	Printing	Forms / stickers	\$2,000.00	\$682.00
Other	Labour Field staff	MRC internal	\$9,000.00	\$8,629.77
	Stools for Santa		\$216.00	\$216.00
	Reupholster of stools		\$165.00	\$165.00
	Road Closure Fee		\$2,000.00	\$2000.00
TOTALS			\$20,751.00	\$19,096.79

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)

Maranoa Regional Council General community

Risks:

General Meeting - 12 February 2020

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
Council does not host the event again	The decision is likely to be viewed unfavourably. This is due to the community response for this event to occur annually being very positive.
Council hosts the event again	Council could be liable for a much higher expenditure requirement then budgeted. The event has a significant cost to execute and without guarantee for similar sponsorship for future events, we cannot determine what the overall cost to council would be.

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 encourage community groups to champion the annual event. If council adopts this in the event programming, a review to the future budgets will be required for the expenditure and internal costs incurred, as sponsorship is not be guaranteed. Considerations to use an alternative venue such as the Big Rig or Bassett Park is recommended, in doing so allows more flexibility and time for setup and execution, but also reduces operating costs for road closures and/or additional equipment for lighting and power sources. Based on the success of Council's shop-local campaign and prize draw, consideration to implement similar projects throughout the year is also recommended.

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. Note the report as presented
- Continue to encourage and support community groups in the organisation of proposed future Christmas parties, however only with sponsorship, not as a council funded event.
- 3. Utilise alternative venues such as The Big Rig or Bassett Park for proposed future Christmas events to reduce operating costs.
- 4. Implement future shop local and prize draw campaigns for the region

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

General Meeting - 12 February 2020

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

Supporting Documentation:

Nil

Report authorised by:

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

General Meeting - 12 February 2020

OFFICER REPORT

Meeting: General 12 February 2020 **Date:** 4 February 2020

Item Number: 13.5 File Number: D20/8380

SUBJECT HEADING: arTour Roadcase 2020

Classification: Open Access

Officer's Title: Support Officer - Economic & Community

Development

Executive Summary:

Roadcase is an extension of Queensland Touring Showcase specifically tailored to the programming needs of community presenters, local arts councils, regional councils and local festivals. It is an important connector event exploring shared interests and demand from rural and remote communities.

At Roadcase, attendees will have the chance to meet presenters from our region, discuss local priorities, challenges and discover common opportunities. Along with the arTour team attendees will also discuss programming and audience development strategies; new touring productions for the regional and remote communities and ways which each community can work with arTour.

Officer's Recommendation:

- 1. Authorise the Chief Executive Officer to sign the Letter of Agreement with arTour to host Roadcase 2020
- 2. Provide catering for a light lunch for attendees on the 17 February and allocate this cost to Roma Local Development budget WO 14825.2539.2001.
- 3. Provide the Roma Community Hub Training Room and facilities for the meeting
- 4. Provide support through distribution of the Event invitation to community representatives through the Local Development community channels

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).

Community groups who have a high interest in producing and organizing arts and culture events within the region.

Acronyms:

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

General Meeting - 12 February 2020

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
<insert acronym=""></insert>	<provide details=""></provide>

Context:

Why is the matter coming before Council?

ARTour have approached Council to co-host their upcoming Roadcase event. At the event attendees will have the opportunity to meet presenters from neighbouring regions, get an insight into possible shows and workshops that could come to their community, hear about new opportunities and ideas to engage communities and build audiences.

The event is free to attend and is open for all community presenters, local arts councils, regional councils and local festival groups. It is an important connector event exploring shared interests and demand from rural and remote communities.

A Letter of Agreement has been received from arTour and outlines what role each party will play in this event.

- arTour agrees to work with Maranoa Regional Council to develop a relevant agenda for the meeting
- arTour agrees to send suitably qualified personnel to Roadcase
- arTour will provide laptop, resources and signage for Roadcase
- arTour will organise EOI's and event survey post event

Maranoa Regional Council

- Will provide space/room (Training Room, Roma Community Hub Room) suitable for approx. 15 people for Roadcase;
- Will provide projector & screen setup for arTour to access
- Will provide lunch catering for attendees
- Will distribute event invitation to community representatives
- Will complete EOI & event survey

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

- Local Development officers and the Arts and Culture Specialist have registered to attend the event.
- Booking of the Community Hub Training room has been made with relevant paperwork signed by arTour.
- Event invite has been distributed through the Local Development Community Channels.

General Meeting - 12 February 2020

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

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

N/A

Council Policies or Asset Management Plans:

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

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

n/a

Input into the Report & Recommendation:

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

Edward Sims – Manager of Economic and Community Development Sue Sands – Regional Grants and Council Events Development

Funding Bodies:

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

N/A

This Financial Year's Budget:

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

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

N/A

Future Years' Budgets:

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

N/A

Impact on Other Individuals or Interested Parties:

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

N/A

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)

General Meeting - 12 February 2020

Risk	Description of likelihood & consequences
Declining the offer of hosting the event	Community groups who hold a great interest in arts and culture may lose the opportunity to connect, plan and share with arTour.

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 approve this request to host the arTour Roadcase 2020 as it will benefit a number of our Community groups within the region to allow them to connect, plan and share their ideas with one and other and to gain information and guidance from arTour.

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?

- 1. Authorise the Chief Executive Officer to sign the Letter of Agreement with arTour to host Roadcase 2020
- 2. Provide catering for a light lunch for attendees on the 17 February and allocate the cost to Roma Local Development budget WO 14825.2539.2001.
- 3. Provide the Roma Community Hub Training Room and facilities for the event
- 4. Provide support through distribution of the Event invitation to community representatives through the Local Development community channels.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

- 4.10 Foster arts and culture within our communities and help preserve our local history
- 4.10.4 Source and coordinate arts and cultural events and programs within the Maranoa.

Supporting Documentation:

1 <u>↓</u>	ARTOUR - Letter of Agreement Roma - 2.01.20	D20/15
2 <u>↓</u>	arTour Invitation roadcase 2020 - 4.02.2020	D20/8377

Report authorised by:

Manager - Economic & Community Development

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





Letter of Agreement

18 December 2019

Maranoa Regional Council Roma Community Hub PO Box 620, Roma Q 4455

Dear Tennielle,

It is a pleasure to provide this letter of agreement between **arTour** (a business unit of Circa Contemporary Circus Ltd) (ABN: 73 154 390 575) and **Maranoa Regional Council**, (ABN: 99 324 089 164) confirming the services and responsibilities of each party.

Both parties agree to work together as outlined below to deliver Roadcase in 2020.

Project details

arTour will visit Roma on Wednesday 19 February 2020 and host a meeting designed specifically for regional councils, volunteer art council and regional festivals. The arTour team will develop a tailored discussion re arts and community in your region as well as pitch new touring productions and ways which you we can work more closely together.

arTour

arTour agrees to work with Maronoa Regional Council to develop a relevant agenda for the meeting arTour agrees to send suitability qualified personelle to roadcase arTour will provide laptop, resources and signage for roadcase arTour will organise EOI's and event survey post event

Venue

Will provide space/room (Training Room, Roma Community Hub Room) suitable for approx. 15 people for roadcase;

Will provide projector & screen setup for arTour to access Will provide lunch catering for attendees Will distribute event invitation to community representatives Will complete EOI & event survey

No fees will be payable by either party to the other

Both parties agree to act in good faith and in the best interests to resolve any changes or disputes in a timely manner and without affecting the reputation of either party or their partners. Both parties agree to maintain the confidentiality of this agreement and not disclose the terms of the agreement to any other person (except to their accountants and/or legal advisers) except as and when required by law to do so.

We look forward to visiting your community and ask that you counter-sign this agreement in the section below and return a copy to us.

_		_

Name
Position & Company
Date:

Sincerely,

Tanya Malouf
Producer - arTour
Date:

Circa Contemporary Circus Ltd trading as arTour, ABN 73 154 390 575

Judith Wright Centre of Contemporary Arts, Level 3, 420 Brunswick Street, Fortitude Valley
PO Box 116 Fortitude Valley Q 4006 P 07 3872 9041 E hello@artour.com.au

ARTOUR.COM.AU



Join the arTour team for a Roadcase meeting to connect, plan and share with your presenting peers.

Connect Meet presenters from neighbouring regions

Plan Get an insight into possible shows and workshops that could come to your town

Share Hear about new opportunities and ideas to engage communities and build audiences

Roadcase is an extension of Queensland Touring Showcase specifically tailored to the programming needs of community presenters, local arts councils, regional councils and local festivals. It is an important connector event exploring shared interests and demand from rural and remote communities.

At Roadcase you will have the chance to meet presenters from your region, discuss local priorities, challenges and discover common opportunities. Along with the arTour team you will also discuss programming and audience development strategies; new touring productions for regional and remote communities and ways which each community can work with arTour.

Roadcase is a **free event** however bookings are essential so the arTour team can plan the meeting in response to your needs.

A meeting agenda will be circulated in early February 2020. Contact our team if you would like more information: hello@artour.com.au | 07 3872 9041

Register for Roadcase in

Mundubbera

Monday, 17 February, 10am - 2pm

Roma

Wednesday, 19 February, 10am - 2pm

Thargomindah

Friday, 21 February, 10am - 2pm

Longreach

Wednesday, 4 March, 10am - 2pm

Cloncurry

Friday, 6 March, 10am - 2pm



artour.com.au/roadcase



General Meeting - 12 February 2020

OFFICER REPORT

Meeting: General 12 February 2020 **Date:** 4 February 2020

Item Number: 13.6 File Number: D20/8650

SUBJECT HEADING: Be Connected Digital Mentor train-the-trainer &

Digital Health Literacy training workshop

Classification: Open Access
Officer's Title: Lead Librarian

Executive Summary:

Maranoa Regional Council has been offered the opportunity to host and attend a two-day *Be Connected Digital Mentor* train-the-trainer & Digital Health Literacy training workshop.

The workshop will be presented by State Library of Queensland with catering costs & venue hire fees (if any) to be met by State Library of Queensland.

The proposed dates for the two-day workshop are Thursday 23rd & Friday 24th April, respectively.

https://beconnected.esafety.gov.au/https://www.myhealthrecord.gov.au/

Officer's Recommendation:

That Council:

- 1. Commits to supporting and hosting the two-day *Be Connected Digital Mentor* train-the-trainer & Digital Health Literacy workshop being offered by State Library of Queensland, at no cost to Council.
- Approves the closure of Surat, Roma, Mitchell & Injune libraries on Thursday 23rd April so that library staff may attend the Be Connected Digital Mentor Train the Trainer workshop
- 3. Approves the attendance of a staff member from each library at the Digital Health Literacy training workshop on Friday 24th April, which would allow libraries to remain open, with the exception of Wallumbilla Library where only one staff member is available.

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).

N/A

Acronyms:

General Meeting - 12 February 2020

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	
SLQ	State Library of Queensland	
QGAP	Queensland Government Agent Program	

Context:

Why is the matter coming before Council?

State Library of Queensland have offered Maranoa Regional Council Libraries the opportunity to host & attend a two-day *Be Connected Digital Mentor* train-the-trainer & Digital Health Literacy training workshop. Attendance at the two-day workshop may also be offered to community groups, volunteers and other library staff in the region who may be interested in participating.

State Library of Queensland will cover catering costs and any applicable venue hire costs. Workshops will run from 9.30am to 3pm on both days with morning tea & lunch provided.

The skills and knowledge gained will support the delivery of digital literacy/inclusion programs with Maranoa Regional Council Libraries.

This workshop supports the key objectives of <u>Realising our potential – A vision for Queensland public libraries</u> – deeply local outcomes, extending our reach and future focused workforce.

Bookings will be taken through an Eventbrite link on the Training Calendar on Public Libraries Connect, and we will be kept informed on the registration numbers.

Be Connected Digital Mentor train-the-trainer workshops

https://beconnected.esafety.gov.au/

What is Be Connected?

Be Connected is an Australia wide initiative empowering all Australians to thrive in a digital world. The program offers online learning resources as well as a Network of Community partners – the Be Connected Network – who offer in-person support so you can develop your digital skills and confidence. Find a local place for friendly help and advice, or join the Network to help others.

Digital Mentoring – Helping your community Be Connected

Be Connected Digital Mentor train-the-trainer workshops will focus on up-skilling staff and volunteers from libraries and community groups and to be Digital Mentors, enabling them to confidently deliver *Be Connected* training sessions and other digital literacy initiatives to their communities.

General Meeting - 12 February 2020

The workshops will build skills, knowledge and the confidence of participants to deliver digital literacy programs and initiatives that will add value and sense of purpose for why everyone in the community needs digital literacy skills to get online and be part of the digital world.

Workshop content includes

- What is a digital mentor?
- Supporting digital skills qualities you need
- The role of a digital mentor
- How to inspire people to get online
- Overcoming barriers
- Accessibility
- Facilitating discussions and activities

<u>Digital Health Literacy – Empowering your Community to Manage their own health future</u>

Communities use public libraries as trusted sources of health and wellness information. With the recent focus on My Health Record, public libraries can expect increased demand from consumers, not only for information about healthy living, health conditions, treatment plans, therapies and medicines, but also for help accessing digital resources.

Recognising the unique role of public libraries as providers of information to communities, families and individuals, the Australian Digital Health Agency, through Australian Library and Information Association has provided funding to State Library of Queensland to deliver digital health literacy training for public library staff and local community health organisations and groups, that will provide information and resources to support a stronger emphasis on digital health literacy in their local public library service.

The Digital Health Literacy – Empowering your community to manage their own health future one-day workshop will also include information that will enable library staff to support and guide library members and the wider community on how they can navigate and understand the Federal Government digital health initiatives, such as My Health Record.

Key benefits for host Council library services

- Free professional development for staff and community (State Library will cover training costs training resources, venue and catering)
- A reportable and measurable way of aligning with council's health and wellbeing strategies.
- Greater knowledge about health focused e-resources available to public libraries, library members and the wider community.
- New and enhanced relationships with local healthcare providers and community health organisations/groups.

General Meeting - 12 February 2020

 Host library services will be encouraged to invite staff from neighbouring council library services, health libraries and key community health organisations to participate.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

A positive expression of interest for hosting and attending this two-day training workshop has been submitted to State Library of Queensland, subject to Council approval.

Legislation, Local Laws, State Policies & Other Regulatory Requirements: What does the legislation and other statutory instruments include about the matter under consideration? (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

N/A

Council Policies or Asset Management Plans:

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

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

N/A

Input into the Report & Recommendation:

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

Maranoa Regional Council Library staff
Ed Sims – Manager – Economic & Community Development
Lyn Thompson | Coordinator Inclusive Communities | Public Libraries and
Engagement | State Library of Queensland
Other RLQ libraries & community organisations

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:

General Meeting - 12 February 2020

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

N/A

Impact on Other Individuals or Interested Parties:

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

N/A

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)

Description of likelihood & consequences
Unlikely, barring unforeseen circumstances. Participants who expressed an interest would need to be notified.

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)

Libraries often receive digital assistance requests, particularly from the older members of our community. In the past our Libraries have offered the Tech Savvy Seniors program and it has been well received and supported. Be Connected is a similar program that can be offered on a daily basis within our Libraries, as opposed to a twice-a-year targeted program.

We do not need to be a Be Connected Network Partner to attend the training or to offer these sessions in our Libraries, however, there is a future possibility of funding becoming available should we choose to become a network partner.

The Be Connected Digital Mentor train-the-trainer workshop will build skills, knowledge and the confidence of staff to deliver digital literacy programs in our Libraries and initiatives that will add value and sense of purpose for why everyone in the community needs digital literacy skills to get online and be part of the digital world.

The Digital Health Literacy workshop will build the skills, knowledge and the confidence of staff to address customer inquiries about these services. It will also offer an extension to the QGAP & Centrelink services that are currently being offered in our Surat & Injune libraries.

When signing the 2018-2021 Service Level Agreement with SLQ, Council committed and agreed to "Support library staff to participate regularly in training opportunities provided by the Library Board, or other registered training organisations, to develop the capacity of library staff to deliver excellent library services and programs."

General Meeting - 12 February 2020

With this in mind and with the prevalence of requests for digital assistance within our Libraries I believe that Council should support the *Be Connected Digital Mentor* trainthe-trainer & Digital Health Literacy workshop by accepting State Library of Queensland's offer to host these days and encouraging staff to attend the training, in accordance with the following recommendation.

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. Commits to supporting and hosting the two-day *Be Connected Digital Mentor* train-the-trainer & Digital Health Literacy workshop being offered by State Library of Queensland, at no cost to Council.
- 2. Approves the closure of Surat, Roma, Mitchell & Injune libraries on Thursday 23rd April so that library staff may attend the Be Connected Digital Mentor Train the Trainer workshop.
- 3. Approves the attendance of a staff member from each library at the Digital Health Literacy training workshop on Friday 24th April, which would allow libraries to remain open, with the exception of Wallumbilla Library where only one staff member is available.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 5: Managing our operations well

5.3 Develop our teams and their leaders to deliver quality services and projects 5.3.1 Develop and implement a centralised training plan with a key focus on mandatory position requirements, safety and low cost networking industry opportunities.

Supporting Documentation:

1 <u>↓</u>	Opportunity to host a Be Connected Digital Mentor train-	D20/8708
	the-trainer & Digital Health Literacy training workshop	
2 <u>↓</u>	State Library of Queensland - Details Realising Our	D18/68073
	Potential - A Vision for Queensland Public Libraries	
<u>3</u> Ū	State Library Queensland SLQ - Signed Service Level	D18/45803
_	Agreement for Public Library Services between Library	
	Board of Queensland and Maranoa Regional Council -	
	Expiry 30 June 2021	

Report authorised by:

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

	pportunity to host a Be Connected digital
M	entor train-the-trainer workshop
the Qu	Connected is an Australian government initiative committed to increasing confidence, skills and online safety of older Australians. State Library of eensland is part of the Be Connected Network along with public libraries, mmunity groups and organisations across Australia.
wo ask	ate Library will deliver eight Be Connected digital mentor train-the-trainer rkshops across the State between October 2019 to June 2020, and we are king Queensland public library services to express their interest in hosting arkshop.
Co	e one-day workshop will build skills, knowledge and the confidence of uncil staff to deliver the Be Connected program and other digital literacy iatives.
We	press your interest by sending an email to ic@slq.qld.gov.au by ednesday 11 September 2019 and please include your preferred training ses.
For	r more information about the workshops please call 07 3842 9077.
1 01	Thore information about the workshops please call of 3042 9077.
	Program supported by
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know.

The last	
	Opportunity to host a My Health Record - Consumer health information in libraries training workshop
	Does your library get many client requests for assistance with e-government access?
	As more government services move online, public libraries and Indigenous Knowledge Centres (IKCs) become more vital in helping people with low digital literacy skills or abilities to access government services online.
	State Library of Queensland in partnership with the Australian Library and Information Association and the Australian Digital Health Agency, will deliver 'train-the-trainer' workshops across the state, to help build the confidence and knowledge of public library and IKC staff to support clients to access the My Health Record online portal and to build a greater awareness of consumer health issues.
	My Health Record - Consumer health information in libraries one-day workshops will be delivered between October 2019 to June 2020, and we are asking Queensland public library services to express their interest in hosting a workshop.
	If you would like to host a two-day training program incorporating the Be Connected Digital Mentor train-the-trainer workshop (EOI sent out last week) please let us

Express your interest by sending an email to ic@slq.qld.gov.au by COB Monday 16 September 2019 and please include your preferred training dates and if you are interested in the two-day training option.

For more information about the workshops please call 07 3842 9325.

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Office of the State Librarian t 07 3840 7866 e vicki.mcdonald@slq.qld.gov.au Ref: 815/375/073

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

Dear Ms Reitano,

Realising our potential: A vision for Queensland public libraries (the Vision) is an exciting way forward for Queensland public libraries and Indigenous Knowledge Centres (IKCs).

Developed in consultation with library staff and associations, and the Local Government Association of Queensland, the Vision presents an aspirational future for Queensland's public libraries, and illustrates the partnership between local government and State Library of Queensland (State Library).

The Vision encapsulates feedback which emphasised libraries as being diverse, deeply connected to their communities and future focused; thus, it provides opportunity for libraries and IKCs to interpret its four objectives and ten enablers according to their community's needs and wants.

While every library and IKC will have a different way of reaching the same destination, the Vision conveys that the public library of the future is a place of connection and learning, both inside the walls and beyond, using alternative delivery models to provide customers with the services, programs and collections they need and want. The future library will continue to welcome, support and value all members of the community, and its greatest strength is its skilled, passionate workforce.

Alongside the Queensland Standards and Guidelines designed to assist libraries and IKCs in the planning and development of their services, the Vision provides a complementary high level view of the direction for public libraries and IKCs. It is a useful and relevant management tool for improving library operations and strengthening relationships with communities, and guides State Library's distribution of grants, professional development and other state-wide initiatives.

Queensland Government

Cultural Centre Stanley Place South Bank
PO Box 3488 South Brisbane Queensland 4101 Australia
t 07 3840 7666 w slq.qld.gov.au

Enclosed are two copies of the Vision. I encourage your exploration of the Vision's objectives and enablers, welcome your sharing of the Vision across your council, and urge you to consider the Vision's intent in your planning and operations.

The Vision, and the consultation report which informed the development of the Vision, is also available for download from the Public Libraries Connect website at http://plconnect.slq.qld.gov.au/manage/21st-century-public-libraries/realising-our-potential

If you require further information about the Vision, please contact Robert Barty, Manager Local Government Coordination via email Robert.Barty@slq.qld.gov.au or telephone 07 3842 9051.

I look forward to your continued understanding of the impact and value of libraries as we work towards our new Vision.

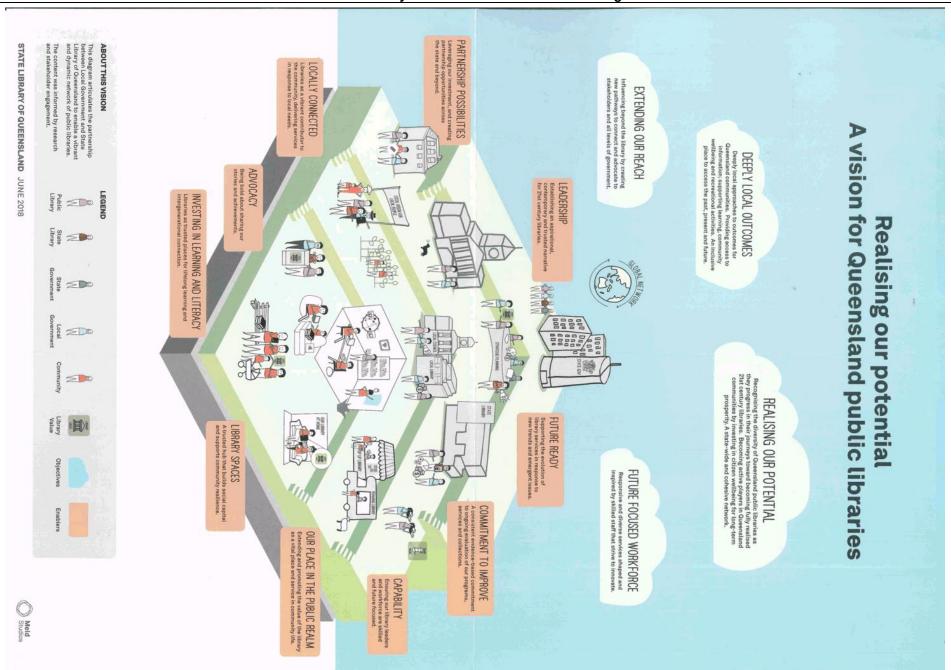
Yours sincerely

Vicki McDonald

State Librarian and Chief Executive Officer

Mixonald

13,08,18







SERVICE LEVEL AGREEMENT FOR PUBLIC LIBRARY SERVICES

between

LIBRARY BOARD OF QUEENSLAND

and

MARANOA REGIONAL COUNCIL

TERMS OF AGREEMENT 1.1 Name of Council: Maranoa Regional Council 1.2 Commencement Date: 1 July 2018 1.3 Completion Date: 30 June 2021 Council Contact Officer Michelle Blair 1.4 (for enquiries): Regional Libraries, Arts + Culture Development Coordinator Phone: 074624 0302 Email: michelle. blair @maranoa.gld.gov.au 1.5 Library Board of Queensland Local Government Coordination Contact State Library of Queensland (for enquiries): PO Box 3488 South Brisbane Q 4101 Phone (07) 3842 9056

Email: lgc@slq.qld.gov.au

Service Level Agreement for Public Library Services - Rural Libraries Queensland

STATEMENT OF COOPERATION 2.

- 2.1 The Library Board agrees to work collaboratively with Council to support the ongoing development and enhancement of Council's library or IKC service, and to assist in the strategic planning of its future.
- 2.2 The Library Board agrees to work with and on behalf of Council to advocate the value of libraries and IKCs to all government and industry bodies, and to build awareness of the changing role of libraries IKCs and the many opportunities for libraries and IKCs to add value to the community.
- 2.3 Council agrees to use its best endeavours to operate and develop its library or IKC service for the continued benefit of its diverse community.
- Council agrees to publicly acknowledge the support of the Queensland Government in the funding of its library or IKC in the manner described at: http://plconnect.slq.qld.gov.au/manage/funding-and-grants/funding-acknowledgement.

LIBRARY BOARD OBLIGATIONS

The Library Board agrees to comply with Library Board obligations as specified in 3.1 Schedule A.

COUNCIL OBLIGATIONS

Council agrees to comply with Council obligations as specified in Schedule B.

DISPUTE RESOLUTION 5.

- 5.1 For the purpose of this clause, a dispute will have arisen when either party gives notice to that effect to the other party.
- The parties agree to attempt to settle any dispute arising in connection with this Agreement in good faith by negotiation.

FAILURE TO MEET OBLIGATIONS 6.

- If the Library Board is of the reasonable opinion that: 6.1
 - a. Council has failed to comply with any provision of this Agreement; or
 - b. the Grant is not being applied for the purposes authorised by this Agreement,

then the Library Board may give notice in writing to Council specifying the failure and requiring Council to remedy it within 28 days.

- 6.2 If Council does not comply in a timely manner with a notice under clause 6.1, the Library Board may, by further notice in writing, do one or more of the following:
 - a. withhold any instalments of the Grant until the notice under clause 6.1 is complied with;
 - b. alter the amount, timing or frequency of payment of the Grant;

	Council's Initials
Page 2 of 11	

Service Level Agreement for Public Library Services - Rural Libraries Queensland

- c. withdraw Library Resources and materials supplied by the Library Board that have not been purchased by Council;
- d. require the repayment of Grant funds provided previously to Council that remain unspent; or
- e. immediately terminate this Agreement.

7. LIMITATION OF LIABILITY

7.1 To the maximum extent permitted by law, the Library Board's liability to Council for any claims in connection with this Agreement, howsoever arising, is limited to the total amount of the Grant funds paid to Council in the 12 months preceding the claim.

8. FURTHER ASSURANCE

8.1 Council must do all things (including by signing deeds and other documents) that are reasonably necessary to give full effect to this Agreement.

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Service Level Agreement for Public Library Services - Rural Libraries	Queensland
Service Level Agreement for Public Library Services	

9. SIGNATURES
IN WITNESS WHEREOF parties hereto have executed this Agreement on the dates below
SIGNED for and on behalf of The Library Board of Queensland)
by Vicki McDonald State Librarian and Chief Executive Officer (Signature)
a person duly authorised in that behalf
this 6 day of 7016 2018
in the presence of:
(Print Witness Name)
SIGNED for and on behalf of Maranoa Regional Council Julie Reitano by Chief Executive Officer (Signature)
a person duly authorised in that behalf
this
in the presence of
(Witness Signature)
Enclosures:
Schedule A - Library Board Obligations Schedule B - Council Obligations Schedule C - Definitions

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Service Level Agreement for Public Library Services - Rural Libraries Queensland

SCHEDULE A

LIBRARY BOARD OBLIGATIONS

- Allocate a notional Grant, calculated according to the Public Library Grant Methodology, to Council to support the development of and the provision of library collections to RLQ services and to refresh agreed proportions of this stock at regular intervals.
- If this Agreement is terminated by either party, the Library Board will meet the cost of the
 return of Library Resources supplied by the Library Board, unless alternative
 arrangements have been agreed with the Council, including to transition to an
 Independent Library service or an IKC service as appropriate.
- Coordinate state-wide and/or targeted initiatives or programs, and administer resources and funding through specific additional documentation which clearly outlines the expected outcomes, funding offer, obligations, guidelines, reporting and acquittal requirements of each initiative / program.
- Administer and maintain the LMS for managing library materials and resources provided by the Library Board, maintain authentication protocols to third-party e-content platforms and supply items required to access the LMS and e-content (membership cards, item barcodes).
- Through the Public Library Grant, pay the cost of delivering Library Resources between Council's nominated service points and the State Library or the nominated service points of other Local Government councils that provide RLQ and IKC services.
- Provide Queensland Public Library Standards and Guidelines to encourage the continued development of public library and RLQ services in Queensland.
- Engage with Council on matters affecting public libraries and RLQs, and work
 collaboratively with Council to support the ongoing development and enhancement of
 library and RLQ services across Queensland.
- 8. Provide advice, consultancy and training on public library services, and give feedback to Council on library performance.
- 9. Provide an annual Local Resources Grant to Council by no later than 31 August each year following acceptance of the Annual Reporting documentation by the Library Board. The Local Resources Grant amount will be allocated for library sites that operate 6 hours or more per week, and is to be used for local needs such as the purchase of new technologies, consumable materials to support programming, or other resources as required.
- Publish an annual Queensland Public Libraries Statistical Bulletin detailing the performance of public libraries.
- Provide the infrastructure and platform for an online Directory of Queensland Public Libraries.
- 12. Make available State Library's strategic plan and policy documents.

Page	5	of	1	1
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Service Level Agreement for Public Library Services – Rural Libraries Queensland

SCHEDULE B

COUNCIL OBLIGATIONS

- Assign notional Grant funding allocated by the Library Board, to State Library for the purpose of purchasing Library Resources for the RLQ service on the basis that the Library Board will provide Library Resources to Council and exchange agreed proportions of this stock at regular intervals.
- Return the Library Resources supplied by the Library Board if this Agreement is terminated by either the Library Board or the Council, unless alternative arrangements have been agreed with the Library Board, including to transition to an Independent Library Service or an IKC as appropriate.
- Participate in state-wide and/or targeted initiatives or programs and deliver related programs and/or resources in the manner specified by the Library Board through specific additional documentation which clearly outlines the initiative or programs specific obligations, expenditure, guidelines, reporting, and acquittal requirements.
- Enable library staff access to the LMS through the provision of suitable IT equipment and internet connectivity for all staffed library branches.
- 5. Provide a free public library service including:
 - a. entry to the library;
 - assistance to use the library facilities and resources;
 - c. lending, reference and information services;
 - d. access to the Online Public Access Catalogue from within each library branch;
 - access to electronic resources and library and information services over the Internet, and access to the Internet through public access computers or devices, or via Wi-Fi for customers using their own devices;
 - f. services and programs that promote knowledge, literacy, social inclusion and diversity, and emerging technologies to the community; and
 - g. Reciprocal Borrowing of Library Resources provided by the Library Board across all Queensland public libraries and IKCs.
- Have management and operational practices which strive to meet or exceed the Queensland Public Library Standards and Guidelines.
- Expend the Local Resources Grant annually in the manner specified in clause 9 of Schedule A.
- Support library staff to participate regularly in training opportunities provided by the Library Board, or other registered training organisations, to develop the capacity of library staff to deliver excellent library services and programs.
- Maintain a website providing, as a minimum, information on library service points and opening hours, how to join, facilities and services, programs and events, access to the Online Public Access Catalogue, discovery tools and key contact information.

Council's Initials......

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Service Level Agreement for Public Library Services - Rural Libraries Queensland

- Process and distribute items between RLQ and IKC service points in a timely and costeffective manner to provide a high-level of client service.
- 11. Provide Annual Reporting documents to the Library Board by no later than 31 August each year including a:
 - a. Statistical Return, completed on a template supplied by State Library;
 - b. Public Library Outcomes Report, completed on a template supplied by State Library, and
 - c. current strategic and/or operational plan for the library service.
- 12. Ensure that library details are recorded in the online Directory of Queensland Public Libraries and are kept current and accurate.
- 13. Collaborate with State Library for the advancement of all public libraries and RLQs across the state.

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SCHEDULE C

DEFINITIONS

Where the following terms (in bold) are referred to throughout this agreement, they have the following meaning:

Agreement:

this Agreement and any associated schedules.

Annual Reporting:

the Annual Reporting to the Library Board is due by no later 31 August each year. It is to be completed using a template supplied by State Library, and includes: a completed Statistical Return which collates each Councils annual statistical data; a Public Library Outcomes Report which collects information about Councils compliance with the Obligations in Schedule B and the current capacity of its library consists and a support attraction and/or.

its library service; and a current strategic and/or

operational plan for the library service.

Commencement Date:

the date on which this Agreement begins to operate.

Completion Date:

the date on which this Agreement ends.

Directory of Queensland Public Libraries: the Directory of Queensland Public Libraries provides information about library services and their branches within Queensland. It can be searched by location, geographical region, type of library or key word search. Each library's details page provides information about its opening hours, address, phone number, branch administrators and a link to the library web page and online catalogue. There is also information about other major library service staff.

Discovery Tool:

a Discovery Tool is a software product which automatically searches across all of a library's online sources - such as catalogues, databases, servers and search engines - and provides the results to a library user in one list at the same time. Further information is available in the Queensland Public Library Standards and Guidelines - Technology Standard:

http://plconnect.slq.qld.gov.au/manage/policiesstandards-and-protocols/standards-and-guidelines

Grant:

an annual amount paid to Council calculated according to

the Public Library Grant Methodology.

Independent Library:

a Queensland public library where overall funding and operation is provided by Council with assistance provided by the Library Board in the form of a cash Grant, advisory and training services and provision of some centralised

collections.

Indigenous Knowledge

Centre (IKC):

a knowledge centre where overall funding and operation is provided by Council with assistance provided by the Library Board in the form of a cash Grant, advisory and

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Service Level Agreement for Public Library Services - Rural Libraries Queensland

training services and provision of Library Collection.

Interlibrary Loans:

resource sharing based on reciprocity, co-operation and fairness between libraries and IKCs, enabling library clients to obtain materials that a library or IKC cannot purchase because they fall outside the scope of the library's collection development policy. Further information is available in the *Queensland Public Library Standards and Guidelines* – Interlibrary Loans Standard: http://plconnect.slg.qld.gov.au/manage/policies-standards-and-protocols/standards-and-guidelines.

Library Board:

the Library Board of Queensland, the governing body of the State Library of Queensland which draws its powers from the *Libraries Act 1988*, and whose Chairperson is a signatory to this Agreement.

Library Collection:

Library Resources that have been deliberately acquired, usually over a period of time, according to a defined policy or plan, and which are grouped according to format, topic, audience, or use. Further information is available in the Queensland Public Library Standards and Guidelines – Library Collections Standard: http://plconnect.slg.qld.gov.au/manage/policies-standards-and-protocols/standards-and-guidelines.

Library Management System (LMS):

a Library Management System is an enterprise resource planning system for a library, used to track items owned, orders made, bills paid, and patrons who have borrowed. A LMS usually comprises a relational database, software to interact with that database, and two graphical user interfaces (one for patrons, one for staff). Most LMSs separate software functions into discrete programs called modules, each of them integrated with a unified interface. Examples of modules might include:

- acquisitions (ordering, receiving, and invoicing materials);
- cataloging (classifying and indexing materials);
- circulation (lending materials to patrons and receiving them back);
- serials (tracking magazine, journals, and newspaper holdings); and
- the Online Public Access Catalogue (OPAC public interface for users).

Library Priority Project:

a project implemented by an Independent library service which supports the transition towards innovative library services, for which a proposal must be submitted to State Library for approval by the State Librarian and CEO on behalf of the Library Board prior to commencement of the project.

Library Resources

these may include, regardless of format:

- a book or any part of a book
- a newspaper, magazine, journal or pamphlet

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- a map, plan or chart
- · printed music
- · electronic or multimedia resources
- · resources that support library programs
- adaptive technology for people with a disability to access library resources.

Further information is available in the *Queensland Public Library Standards and Guidelines* – Library Collections Standard: http://plconnect.slq.qld.gov.au/manage/policies-standards-and-protocols/standards-and-guidelines.

Local Resources Grant:

a small grant which is allocated to library sites that operate for 6 hours or more per week, including outreach services delivered outside the physical library. Grant funds are to be expended during the financial year they are allocated.

Online Public Access Catalogue:

an online database of materials held by a library or IKC through which users can search a Library Management System to browse, search for, borrow and reserve items from the library for their personal use.

Public Library Grant Methodology:

the Public Library Grant Methodology for 2018 – 2021 as approved by the Minister for Environment and the Great Barrier Reef, the Minister for Science and the Minister for the Arts.

Public Library Outcomes Report:

an annual report submitted by Council to the Library Board which details Council's compliance with its obligations under this Agreement.

Queensland Public Library Standards and Guidelines:

the Queensland Public Library Standards and Guidelines are recommendations designed to assist Queensland public library staff and local governments in the planning and development of their library services. Further information is available on the Public Libraries Connect website: http://plconnect.slq.qld.gov.au/manage/policies-standards-and-protocols/standards-and-guidelines.

Queensland Public Libraries Statistical Bulletin:

the annual Queensland Public Libraries Statistical Bulletin provides valuable information about Local Government libraries in Queensland. The data provides for state-wide benchmarking across key indicators and can be used for Local Government reports, funding submissions and to benchmark Queensland library services with library services in other states.

Reciprocal Borrowing:

the cooperative sharing of Library Resources, with public libraries making their collections available to other Queensland residents directly through free membership and by Interlibrary Loans. Further information is available in the Queensland Public Library Standards and Guidelines – Interlibrary Loans Standard: http://plconnect.slg.gld.gov.au/manage/policies-

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Service Level Agreement for Public Library Services - Rural Libraries Queensland

standards-and-protocols/standards-and-guidelines.

Rural Libraries
Queensland (RLQ):

a collaborative scheme between State Government and Council that delivers library collections and services to Councils with less than 15,000 population. The Library Board provides Library Collections, training and advisory services, while the Council provides staffing, physical infrastructure, and access to an Online Public Access

Catalogue.

State Library:

the State Library of Queensland controlled, managed and operated by the Library Board of Queensland pursuant to the *Libraries Act 1988*.

Statistical Return:

the instrument used to obtain data from Council for inclusion in the annual *Queensland Public Libraries*

Statistical Bulletin:

http://plconnect.slq.qld.gov.au/manage/statistics/annual-

statistical-bulletins.

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General Meeting - 12 February 2020

OFFICER REPORT

Meeting: General 12 February 2020 **Date:** 6 February 2020

Item Number: 13.7 File Number: D20/9461

SUBJECT HEADING: The Big Rig Night Show Operating Hours

Classification: Open Access

Officer's Title: Regional Tourism Development Coordinator

Executive Summary:

Maranoa Regional Council resumed direct management of The Big Rig in December 2017. Simultaneously The Night Show reduced operation from 7 nights a week to 3 nights week, due to limited capacity. However, since Council resumed management annual attraction revenue has increased by over 100% (\$33,686 in 2017 to \$68,607 in 2019). Capacity and income now exists to operate The Big Rig Sunset Experience each week night between 1 April – 31 October. As revenue and capacity increases the ideal aim will be to operate The Big Rig Night Show Sunset Experience seven nights a week during peak visitation.

Officer's Recommendation:

- 1) The Big Rig Night Show Sunset Experience operates each week night (Monday Friday) between 1 April and 31 October. The Big Rig Night Show Sunset Experience continues to operate Monday, Wednesday and Friday between 1 November to 31 March.
- 2) Increase hours of employment of the current Visitor Information Centre Officer (Employee Number 11812) from 6 hours a week to 15 hours a week.

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
N/A	

Context:

Why is the matter coming before Council?

General Meeting - 12 February 2020

Increasing the hours of operation of The Big Rig Night Show Sunset experience will require increasing hours of employment of existing staff.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Attraction revenue at The Big Rig has been increasing since Council resumed management in December 2017:

2017 - \$33,686 2018 - \$56, 174 2019 - \$68,608 2020 (projected) - \$95,621

Operating The Big Rig Night Show Sunset Experience every weeknight from 1 April – 31 October enables more consistent marketing of the attraction, and will increase visitor numbers.

Currently the casual wage to operate The Big Rig Night Show Sunset Experience during winter is \$333.24 per week (exc on costs). To operate the attraction five days a week from 1 April – 31 Oct, wages cost would increase to \$579.60.

As a conservative estimate, by increasing The Big Rig Night Show Sunset Experience to each weeknight, this will generate an additional 2,660 visitors to the attraction annually.

Our current tour guide (Employee Number 11812) is happy to extend current working hours so there will be no additional recruitment costs.

The additional wages will affect the current tourism budget, 1 April 2020 until 31 June 2020 by approximately \$4,180.80 (exc on-costs). These costs can be transferred from WO 02881.2001.2001, Tourism Materials and Services. For the same period it is anticipated another 250 people will attend The Big Rig Night Show Sunset Experience in April, May and June this year, generating approximately \$4500 income.

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:

General Meeting - 12 February 2020

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)

Oliver Dowd, Human Resources & Training Advisor, provided the updated casual wage rates.

Ed Sims, Manager Economic and Community Development

Funding Bodies:

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

nil

This Financial Year's Budget:

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

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

The additional wages costs for the remainder of this financial year will be approximately \$4,180.80.

We anticipate another 250 people will attend The Big Rig Night Show Sunset Experience in April, May and June this year, generating approximately \$4500 in revenue. The overall impact on this financial year's budget is estimated to be positive.

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)

It is estimated The Big Rig Night Show will generate \$68,252.00 income in 2020/21 (based on operating each weeknight). The cost of employing a casual tour guide will be \$28,453 (ex oncosts). Please see attached spreadsheet for details.

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)

Increasing visitation to The Big Rig Night Show Sunset Experience increases overnight stays in the region so local accommodation operators, restaurant and cafes, and tour operators are likely to be interested in the decision.

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
Projected visitation	Based on current results this is unlikely, but if it occur
and revenue is not	The Night Show can return to 3 nights a week year

General Meeting - 12 February 2020

generated	round.

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)

Operate The Big Rig Night Show Sunset Experience each week night (Monday – Friday) between 1 April and 31 October, and increase hours of employment of the current Visitor Information Centre Officer (Employee Number 11812) from 6 hours a week to 15 hours a week to enable this to occur.

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?

No

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:

The Big Rig operations summary 2020_2021 PDF D20/9371

Report authorised by:

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

Total Expenditure	Wages for Night Show (5 week	Wages for Sat/Sun VIC	Merchandise COGS	Total Revenue
	œ.			

Big Rig Operstions Budget

	\$ 119,656	\$ 28,453	\$ 41,203	\$ 50,000		\$ 205,499	Entry Fees from Oil Patch and Nig	\$ 89,803
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Casual penalty rates:

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Overtime Monday - Friday 6pm-12am = Ordinary rate + 50% loading

Overtime Saturday - Sunday = Ordinary rate + 100% loading

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General Meeting - 12 February 2020

PLANNING & BUILDING DEVELOPMENT REPORT

Meeting: General 12 February 2020 Date: 2 January 2020

Item Number: 13.8 File Number: D20/144

SUBJECT HEADING: Application to vary the effect of the Maranoa

Planning Scheme (variation approval)

Classification: Open Access

Officer's Title: Lead Town Planner

Executive Summary: Ducmar Investments Pty Ltd C/- Property Projects Australia is seeking approval to vary the effect of the *Maranoa Planning Scheme 2017* to provide a development assessment framework that will guide the future assessment and establishment of a rural-residential subdivision at premises located Wormwell Drive, Roma, being Lot 900 on SP263036. The subject premises is more commonly known as forming part of the approved Roma One Business Park (Roma One).

The development application is subject to impact assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by the *Planning Act 2016* and any matters prescribed by regulation. The *Development Assessment Rules* set out the procedural requirements for the development assessment process.

Public notification about the application was carried out in accordance with Part 4 of the *Development Assessment Rules* and for a period of no less than 30 business days between 7 November, 2019 and 19 December, 2019. There were no properly made submissions received during this period.

The procedural requirements set out by the *Development Assessment Rules* to enable Council to make a decision on this application have been fulfilled, including compliance with the public notification requirements and receipt of a referral agency response from the State Assessment and Referral Agency (SARA).

Officer's Recommendation:

That Council;

 a) Approve the development application for a Preliminary Approval for a Variation Request for Lot 900 on SP263036 subject to the following conditions;

Preliminary Approval Area

1. The *Preliminary Approval Area* is properly described as Lot 900 on SP263036 and is generally shown on approved plan *Figure 4 – Preliminary Approval Area* prepared by Property Projects Australia.

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Variation Approval

2. The level of assessment and applicable codes for any proposed development in the *Preliminary Approval Area* are identified in the development conditions, on the approved plans and in following variation table;

Local Instrument	Planning	Variation Approved
Maranoa Scheme 2017	Planning	Apply Table 1 – Category of Assessment Table – Material Change of Use – Preliminary Approval Area (Lot 900 on SP263036) to the Preliminary Approval Area.
		Apply Table 2 – Category of Assessment Table – Reconfiguring a Lot – Preliminary Approval Area (Lot 900 on SP263036) to the Preliminary Approval Area.
		Remove the Industry zone from Lot 900 on SP263036 on the applicable zoning maps and replace it with the Rural residential zone.

General

3. Any future related application for a development in the *Preliminary Approval Area* shall be assessed against the *Maranoa Planning Scheme 2017* and the variation table in this decision notice.

Approved Plans and Documents

4. The approved documents for this variation approval are identified in the following table. Any future development application in the *Preliminary Approval Area* is to be generally consistent with the approved documents in this table.

Plan/Document Number	Plan/Document Name	Date
	Figure 4 – Preliminary Approval Area	
	prepared by Property Projects Australia	
181368 SD 003	Site Structural Plan prepared by Struxi	04/02/19
Issue B	Design Pty Ltd	
	Table 1 – Category of Assessment Table	
	 Material Change of Use – Preliminary Approval Area (Lot 900 on SP263036) 	

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Table 2 – Category of Assessment Table	
 Reconfiguring a Lot – Preliminary 	
Approval Area (Lot 900 on SP263036)	

Cancellation of development approvals

5. Prior to the approval of any future related application/s for a development in the *Preliminary Approval Area*, any current approvals in place over the *Preliminary Approval Area* are to be cancelled in accordance with the *Planning Act 2016*.

And;

 Give a decision notice about Councils decision to the applicant and each referral agency;

And;

c. Include a notation about the variation approval in Schedule 4 of the *Maranoa Planning Scheme 2017*;

And;

d. Give notice of the notation, and the premises to which the note relates, to the chief executive (Department of State Development, Manufacturing, Infrastructure and Planning).

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).

Council's decision regarding this matter is likely to affect the owner of the premises, Ducmar Investments Pty. Ltd.

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
Planning Scheme	Maranoa Planning Scheme 2017

Context:

Why is the matter coming before Council?

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A decision on this matter sits outside the scope of officer delegation and a decision on whether or not to approve the application should be determined by the elected Council.

Background:

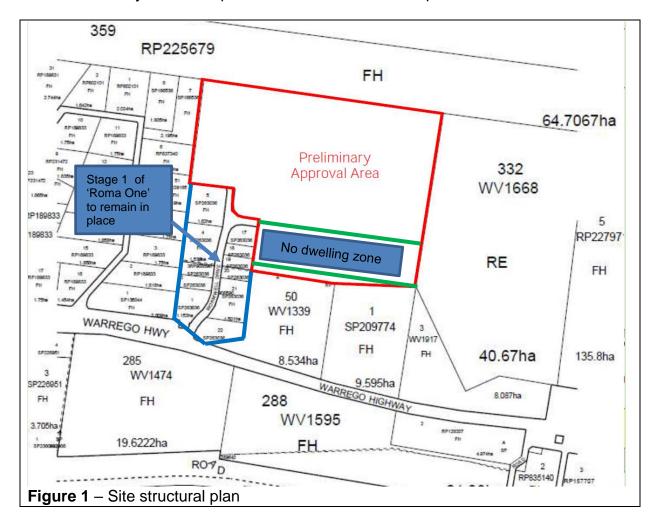
Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Ducmar Investments Pty. Ltd. (Ducmar) are the majority owner of the Roma One Business Park (Roma One) located at Wormwell Drive, Roma. Roma One was approved by Council in June 2013 and provides for 28 industrial zoned lots over three stages of development. To date only one stage of the approved development (consisting 4 of the 28 lots) has been registered.

Given the relatively slow take up of industrial lots, Ducmar has submitted an application for a *variation request* to establish a planning framework that would provide for a rural-residential subdivision in the area currently set aside for Stage 2 and Stage 3 of the approved Roma One industrial development.

In essence, the application seeks to apply the provisions of the 'Rural residential' zone from the planning scheme in place of the 'Industry' zone provisions. Figure 1 shows the Preliminary Approval Area to be "re-designated" and those lots that will remain "Industry" and form part of the Roma One development.



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Subsequent development approvals are still required before subdivision of the Preliminary Approval Area could occur; however a subdivision plan submitted as part of the application is shown below in Figure 2. This plan is indicative only, and is intended to demonstrate what an ultimate lot yield for a rural residential subdivision would look like if it were configured to comply with the planning scheme provisions for rural residential development. While it is just a concept, it is recognized that if Council were to approve the variation request, an application proposing something similar to this is likely to be submitted, and it is equally likely that the planning scheme would support it, subject to conditions.



Figure 2 – Site Concept Plan

Stormwater management

Stormwater management was a major consideration in the approval of the Roma One development. Currently, the premises is zoned for industrial pursuits for which there is an assumed land use fraction of impervious area of 0.9. This means that 90% of an industrial block when developed, is assumed impervious. The assumed land use fraction of impervious area for a rural residential development is substantially less at 0.2 or 20%. It is expected that the stormwater runoff from a rural residential subdivision at this location will be dramatically less than what is currently anticipated.

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Unlike Stage 1 of the Roma One Industrial development where all of the site stormwater was directed toward Beaumont Drive, close to 50% of the stormwater runoff from this site flows east towards Lake Neverfill.

There is not expected to be extensive bulk earthworks necessary to facilitate a rural residential development in this location and therefore the portion of the site draining towards Beaumont Drive is not likely to change significantly. Combined with the significant reduction in impervious area resulting from a less intensive land use, flows to Beaumont Drive are likely to be significantly less than what was otherwise considered as part of the Roma One industrial subdivision. Further, it is anticipated that a large percentage of the stormwater generated from the impervious areas of a rural residential lot (dwellings, sheds) will be retained on site through either the use of rainwater tanks for reuse, or captured in lawns/gardens before any excess is discharged off site.

Separation distances between industry and sensitive land uses

A 'non-dwelling' zone is proposed in the southern section of the Preliminary Approval Area. This zone represents a 200 metre setback from the property boundary of the adjoining sawmill operation, and is intended to overcome any future potential land use conflicts. Figure 3 below shows the 'non dwelling' zone contemplated in the Preliminary Approval Area. Also, any future industrial development within the remaining Roma One industrial subdivision will need to achieve adequate separation distances and implement buffer measures to mitigate potential land use conflicts consistent with the existing 'Industry' zone provisions in the Planning Scheme.



Figure 3 – Site concept plan

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Suitably of the proposed land use

The conflict that arises with the planning scheme as a result of the application relates primarily with a allowing a low density rural residential subdivision in an area currently zoned for industrial pursuits. The proposal however demonstrates a suitable and logical alternative development and good land use planning outcome because; it is consistent with development that surrounds the site and specifically the rural residential properties directly west; the availability and adequacy of trunk infrastructure; the proximity and obvious links between the uses contemplated and public recreational space directly east; the absence of any significant impacts; and avoidance of potential land uses conflicts due to the separation buffers that that have been put in place.

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)

A variation request is a development application for a preliminary approval that seeks to vary the effect of any local planning instrument in effect for the premises.

When assessing the variation request, Section 61 of the Planning Act 2016 states -

- (2) The assessment manager must consider—
 - (a) the result of the assessment of that part of the development application that is not the variation request; and
 - (b) the consistency of the variations sought with the rest of the local planning instrument that is sought to be varied; and
 - (c) the effect the variations would have on submission rights for later development applications, particularly considering the amount and detail of information included in, attached to, or given with the application and available to submitters; and
 - (d) any other matter prescribed by regulation.
- (3) The assessment manager must decide—
 - (a) to approve—
 - (i) all or some of the variations sought; or
 - (ii) different variations from those sought; or
 - (b) to refuse the variations sought.

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)

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Council does not have an adopted policy or plan that is followed for this type of decision, and must rely on the provisions of the *Planning Act 2016* when reaching a decision on variation requests.

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)

Consultation about this application has occurred with:

- Infrastructure Services Directorate all managers (internal)
- Director, Development Facilities and Environmental Services (internal)

The Officer's recommendation has been informed by feedback received from the persons consulted.

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 – The project is a private development that will be funded by an external party.

This Financial Year's Budget:

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

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

There is potential for Council to incur costs only in the event that its decision regarding the approval is appealed to the Court.

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)

As above.

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 Department of State Development, Manufacturing, Infrastructure and Planning (the Department) were a referral agency for this application. They would be interested in Councils decision only if Council were to approve the application.

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)

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Risk	Description of likelihood & consequences
See below	

Potential risks associated with the proposal have been addressed in the development assessment. Other matters outside of this, which are not called up in the *Planning Act 2016*, cannot be considered in decision making.

As with any planning decision reached by Council, there is a risk that the applicant can appeal aspects of the decision to the Planning and Environment Court (the Court).

Note: The likelihood of an appeal is not a valid planning consideration and must not be used to inform Council's decision on any planning application.

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 considered that on balance, the proposal presents no significant inconsistency with the applicable assessment benchmarks prescribed by the *Planning Act 2016* because;

- The application does not involve an additional aspect of development that is not the variation request; and
- The variations sought are consistent with the rest of the local planning instrument that is sought to be varied. The application seeks to apply the existing 'Rural residential' zone provisions in place of the 'Industry' zone provisions, without any amendments to the structure and framework of the planning scheme; and
- Approval of the variation request would not effect the submission rights for latter development applications, considering the amount of information included in, attached to, and given with the application and available to the public through the assessment of this application.

The materials submitted with the application, which include a detailed town planning report, concept plan, structure plan and assessment tables, clearly illustrate the type of development and land uses that are contemplated by the variation request and in doing so allow any potential submitter to make an informed submission now about any future proposal.

- Any residual inconsistency with the assessment benchmarks needs to be considered in light of various relevant matters including:
 - The suitability of the proposed land use in the context of existing surrounding development, and in particular, the adjoining low density rural lifestyle blocks directly west of the Preliminary Approval Area;

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- The proximity and obvious links between the uses contemplated in the Preliminary Approval Area and public recreational space directly east;
- The separation buffers proposed to avoid potential land use conflicts;
- The availability and adequacy of trunk infrastructure including water, roads, stormwater, wastewater and parks;
- Consistency with the Strategic Framework in the Planning Scheme by;
 - o providing increased housing choice within Roma;
 - o providing low density living on the edge of town;
 - o not resulting in a loss of viable agricultural land; and
 - the availability of services;
- The ability for future contemplated development to achieve compliance with the planning scheme policies and assessment benchmarks;
- The response provided by the State Assessment Referral Agency no requirements.

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?

Based on the above, Council should endorse the officer recommendation and approve the development application for a Preliminary Approval for a Variation Request for Lot 900 on SP263036, subject conditions. This decision is not contrary to an existing Council policy.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

- 4.2 Encourage additional investment in the Maranoa, developing our local economy and increasing our region's population
- 4.2.3 Create an environment that is conducive to growth through progressive integration of Council's Planning Scheme, Economic & Community Development Plan and Business & Industry Strategy.

Supporting Documentation:

1 <u>U</u>	Preliminary Approval Area	D20/9482
2 <u>U</u>	Site Structural Plan	D20/9473
3 <u>∏</u>	Table 1 – Category of Assessment Table	D20/9475
4 <u>□</u>	Table 2 – Category of Assessment Table	D20/9481

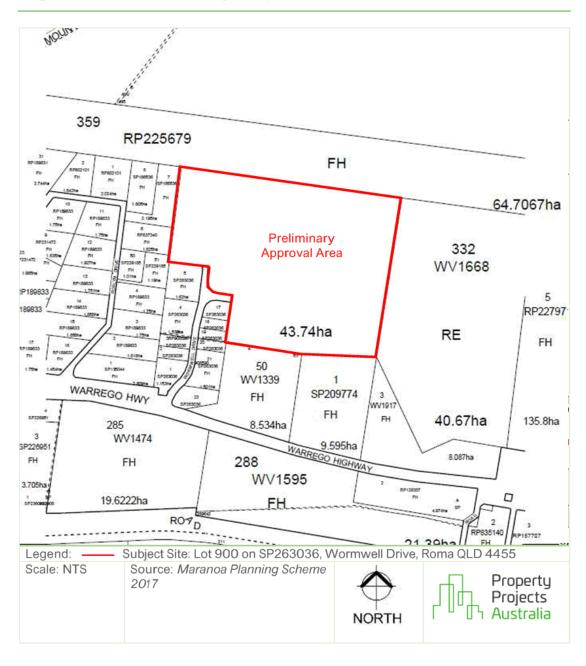
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Report authorised by:

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



Figure 4 - Preliminary Approval Area



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Toowoomba PO Box 3686, Toowoomba Qld 4350 Phone: 07 4632 0516 Brisbane PO Box 1264, New Farm Qld 4005 Phone: 07 3254 1566 Attachment 2 Site Structural Plan



StruXi RESIDENTIAL SUBDIVISION SITE STRUCTURE PLAN 181368 SD 003 B STRUXI DESIGN PTY LTD

Table 1 – Category of Assessment Table – Material Change of Use – Preliminary Approval Area (Lot 900 on SP263036)

Use	Categories of development and assessment	Assessment benchmarks for assessable development and requirements for accepted development
Accommodation activ		Associable entremes of the Bound
Dual occupancy	Accepted development subject to requirements if no part of the lot is within a Defined Flood Event area on any relevant Regulatory Map	Acceptable outcomes of the Rural Residential Zone Code and Accommodation Activities Code
Dwelling house	Accepted development subject to requirements if no part of the lot is within a Defined Flood Event area on any relevant Regulatory Map	Acceptable outcomes of the Rural Residential Zone Code and Accommodation Activities Code
Community residence	Accepted development subject to requirements	Refer to Table 5.4.1
Home based business	Accepted development subject to requirements	Acceptable outcomes of the Rural Residential Zone Code and Home Based Business Code
Relocatable home	Code assessment if on allotments of 10ha or greater	Rural Residential Zone Code and Accommodation Activities Code
Residential care facility	Code assessment where connected to reticulated water and sewerage	Rural Residential Zone Code and Accommodation Activities Code
Retirement facility	Code assessment where connected to reticulated water and sewerage	Rural Residential Zone Code and Accommodation Activities Code
Short-term accommodation	Accepted development subject to requirements if: (a) a farm stay; and (b) no part of the lot is within a Defined Flood Event area on any	Acceptable outcomes of the Rural Residential Zone Code and Accommodation Activities Code
Business activities	relevant Regulatory Map	
Sales office	Accepted development	Not applicable
Veterinary services	Code assessment if on allotments of 10ha or greater	Rural Residential Zone Code
Entertainment activitie	es	
Tourist attraction	Code assessment	Rural Residential Zone Code
Recreation activities	A	Nick conficient
Park	Accepted development	Not applicable
Rural activities Animal keeping	Code assessment if on allotments 10ha or greater	Rural Residential Zone Code
Roadside stall	Code assessment	Rural Residential Zone Code
Winery	Code assessment if on allotments 10ha or greater	Rural Residential Zone Code
Other activities		
Emergency services	Accepted development subject to requirements	Acceptable outcomes of the Rural Residential Zone Code
Roads	Accepted development	Not applicable
Telecommunications facility	Code assessment	Rural Residential Zone Code
Utility installation (except for waste management facility)	Accepted development	Not applicable
Not specified		
MRC Planning Scheme		Part 5 Tables of assessment Page 9

MRC Planning Scheme

Part 5 Tables of assessment. Page 9

Any other use that involves a building, outbuilding or other structure within the "Non-Dwelling Zone" shown on the approved Site Structure Plan.	Impact assessment	The planning scheme
Any other use not listed in this table and any use listed in this table and not meeting the description listed in the 'Categories of development and assessment column', and any other undefined use.	Impact assessment	The planning scheme

Editor's note - The above categories of development and assessment apply unless otherwise prescribed in the Regulation.

Table 2 – Category of Assessment Table – Reconfiguring a Lot – Preliminary Approval Area (Lot 900 on SP263036)

Zone	Categories of development and assessment	Assessment benchmarks for assessable development and requirements for accepted development
Preliminary Approval	Impact assessment if any part of the	The planning scheme
Area	lot is within a Defined Flood Event	
	area subject to Significant, High or	
	Extreme Hazard on any relevant	
	Regulatory Map	
Preliminary Approval	Code assessment if:	Reconfiguring a Lot Code*
Area	(a) any other reconfiguring a lot	
	not listed in this table; or	
	(b) any reconfiguring a lot listed in	
	this table and not meeting the	
	description listed in the	
	'Categories of development	
	and assessment'column.	

^{*} The application of the Reconfiguration of a Lot Code within the Preliminary Approval Area is as if the Preliminary Approval Area was included in the Rural Residential Zone.

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OFFICER REPORT

Meeting: General 12 February 2020 **Date:** 6 February 2020

Item Number: 13.9 File Number: D20/9621

SUBJECT HEADING: Amendment of 2019/20 Capital Work Budget -

Bassett Park Rodeo Arena

Classification: Open Access

Officer's Title: Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

This report seeks Council's consideration of reallocating unexpended funds from scope of WO 19822 – Bassett Park Rodeo Arena Project as funded in the 2019/2020 Capital Works Budget to complete other works associated with the rodeo arena.

Officer's Recommendation:

That Council reallocate unexpended funds from the Bassett Park Rodeo Arena Project – Work Order 19822 to complete other works associated with the rodeo arena including –

- 1. Removal of old chutes
- 2. Connection of new chutes to existing back yards
- 3. Removal of old announcer's box and big screen identified as dangerous and no longer in use.

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
Nil	Nil

Context:

Why is the matter coming before Council?

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Council has allocated funds in the 2019/2020 budget for upgrades to the rodeo arena fencing and surface upgrade at Bassett Park.

This work has been completed under budget.

Council is asked to consider the reallocation of the remaining unexpended money to complete other works associated with the arena including –

- Removal of old chutes
- Connection of new chutes to existing back yards
- Removal of old announcer's box and big screen (users and Council's Workplace Health and Safety Officers have identified as dangerous and is no longer in use).

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council allocated \$85,000.00 in the 2019/2020 budget for upgrade works at the Bassett Park Rodeo Arena, Roma, under WO 19822.

At the Council Meeting held 24 July 2019, an Officer Report was provided to Council with an update on project activities and options for consideration regarding the project scope and current available budget. Council requested that options of extending the arena be considered with a subsequent report to Council.

At the Council Meeting held 28 August 2019, further information was provided to Council relating to the project scope and budget considerations. Council resolved-

Resolution No. GM/08.2019/82

That Council:

- 1. Receive and note the summary of additional consultation with the facility user groups regarding the Bassett Park Rodeo Arena Project.
- 2. Confirm the full scope of the project as removal and replacement of the entire arena boundary fencing in line with National Consultative Committee on Animal Welfare (NCCAW) Standards, rectification of the arena drainage issues, and re-levelling of the arena surfacing.

This work has been completed at a cost of \$65,000.00.

A meeting occurred on 6 February with Easter in the Country committee to discuss this proposition and all parties were keen for the works to proceed.

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

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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)

Local Government Regulation 2012

Section 170 – Adoption and amendment of budget

- (1) A local government must adopt its budget for a financial year
 - (a) after 31 May in the year before the financial year; but
 - (b) before -
 - (i) 1 August in the financial year; or
 - (ii) a later day decided by the Minister.
- (2) If the budget does not comply with section 169 when it is adopted, the adoption of the budget is of no effect.
- (3) The local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.
- (4) If the budget does not comply with the following when it is amended, the amendment of the budget is of no effect
 - (a) section 169;
 - (b) the local government's decision about the rates and charges to be levied for the financial year made at the budget meeting for the financial year.

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)

Coordinator – Regional Sport & Recreation Development Project Officer – Program and Contract Management Manager – Facilities (Land, Buildings & Structures)

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?

\$85,000.00 for the Rodeo Arena Upgrade was included in the 2019/2020 Capital Works Budget.

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\$65,000.00 has been expended on the project, leaving a \$20,000.00 balance.

No change required to the overall current year's budget.

Future Years' Budgets:

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

Nil

Impact on Other Individuals or Interested Parties:

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

Nil

Risks:

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

Risk	Description of likelihood & consequences
Financial Risk	Risk that funds are not being best utilised

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 reallocate unexpended funds from the rodeo arena fencing project at Bassett Park to be used for the following works associated with the arena –

- Removal of old chutes
- Connection of new chutes to existing back yards
- Removal of old announcer's box and big screens

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 reallocate unexpended funds from the Bassett Park Rodeo Arena Project – Work Order 19822 to complete other works associated with the rodeo arena including –

- 1. Removal of old chutes
- 2. Connection of new chutes to existing back yards

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3. Removal of old announcer's box and big screen identified as dangerous and no longer in use.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

- 4.9 Manage Council's land and buildings that contribute to the provision of a range of services across the region and are used by residents, visitors, business, industry and Council
- 4.9.1 Provide operation and maintenance, renewal, upgrade and construction of Council's buildings and structures according to the priorities and funding approved by Council, ensuring fit-for-purpose specification development for new and upgraded assets.

Supporting Documentation:

Nil

Report authorised by:

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

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OFFICER REPORT

Meeting: General 12 February 2020 Date: 6 February 2020

Item Number: 13.10 File Number: D20/9525

SUBJECT HEADING: Centrelink Survey Results

Classification: Open Access

Officer's Title: Regional Sport & Recreation Development

Coordinator

Executive Summary:

A large number of concerns have been raised by local service providers with regards to the closure of the Roma Centrelink Office.

Council is asked to take the lead in collating agency feedback for the purpose of advocating with the relevant government ministers, seeking a return of services on behalf of the community. A report was tabled on 24 January 2020 with collated survey questions and responses from 18 local service providers.

Members of Roma Interagency group are keen for Council to proceed with requesting feedback from community members and to continue to advocate to relevant Federal ministers for maintenance and improvements to Centrelink's service standards in the Maranoa.

Officer's Recommendation:

That Council:

- Continue engagement with service providers and the community to gauge perceptions of effects on service delivery from the removal of the Centrelink office in Roma
- Advocate to Federal Government for the maintenance of Centrelink's service standards in the Maranoa.

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).

The majority of Maranoa residents will gain from a positive outcome to this report, as Centrelink services involve many sectors of the community: rural, disabled, aged, students, unemployed, young families and more.

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).

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Acronym	Description
<insert acronym=""></insert>	<provide details=""></provide>

Context:

Why is the matter coming before Council?

For Councillors to advocate on behalf of residents for a return to services, which were removed from Roma during 2019.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Resolution No. GM/04.2019/93

Through discussions at Interagency meetings, a request was minuted for Council staff to review Council's involvement and discussions with Federal and State Ministers to date, and to see if Council would advocate for the community and discuss the issues and challenges since the closure of this service in Roma.

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

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

N/A

Council Policies or Asset Management Plans:

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

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

N/A

Input into the Report & Recommendation:

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

Maranoa Regional Councillors-Workshop 10 December 2019 Interagency local service providers Janaya Greenwood-Community Support Officer

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).

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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)

Maranoa residents generally

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	<provide details=""></provide>

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 is advised to resolve to continue its efforts to ensure that Centrelink Service levels are maintained to a standard equal to the service which was offered by the closed office in Roma.

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:

Seek formal feedback via the Interagency email list from all local service providers and their clients affected by the closure of the Roma Centrelink Office, for the purpose of collation of information to discuss with relevant Federal Ministers

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

General Meeting - 12 February 2020

- 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:

1 <u>U</u>	Roma Centrelink Office Closure Feedback_final for	D20/4565
	survey	
2 <u>U</u>	Centrelink survey results_January 2020	D20/4682

Report authorised by:

Manager - Economic & Community Development Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services Roma Centrelink Office Closure Feedback

Through discussions at Interagency meetings, a request was minuted for Council staff to review Council's involvement and discussions with Federal and State Ministers to date, and to see if Council would advocate for the community and discuss the issues and challenges since the closure of the Centrelink Office in Roma, due to a large number of concerns being raised by local service providers and residents.

Council has been asked to take the lead in collating agency feedback for the purpose of advocating with the relevant government ministers, seeking a return of services on behalf of the community.

A report was presented at Council meeting on 11 December seeking a resolution -

"Seek formal feedback via the Interagency email list from all local service providers and their clients affected by the closure of the Roma Centrelink Office, for the purpose of collation of information to discuss with relevant Federal Ministers"

Council has requested collated feedback be presented at Council meeting on 24 January 2020.

We ask that, you or a staff member in your Office, complete responses to the following questions by 5 p.m. on Thursday 16 January 2020.

To include additional comments/queries/concerns, you may contact fiona.vincent@maranoa.qld.gov.au

Which service organisation do you represent?

Your answer

Within your organisation, how many employee hours are dedicated to supporting Centrelink services each week, resulting in loss of time spent to perform other required duties?
Provide a number, if applicable
Your answer
What operational challenges or issues has your organisation experienced since closure of the Roma Centrelink office? Please list.
eg. increase in staff time allocation to assist with Centrelink enquiries
Your answer
How many of your clients have provided feedback on the loss of Roma Centrelink Office services?
Provide a number, if applicable.
Your answer

What challenges/issues/concerns have been raised by your clients since closure of the Rom	na
Centrelink office?	

Select all that apply.

None reported.

Lack of computer knowledge to access MyGov account

No computer available in the home to access MyGov account

MyGov account not functioning

Long wait times via phone

Language barriers via phone or computer

Intellectual and/or Physical disability impeding phone or computer use

Unpleasant interactions with staff when making inquiries via phone

Inability of kiosk staff to adequately assist with queries/concerns (at Department of Transport - Roma)

Unpleasant interactions with staff when visiting the kiosks (at Department of Transport - Roma)

Lack of privacy when using kiosks (at Department of Transport - Roma)

Other:

Please provide any circumstantial evidence to support the concerns raised by your clients.
What specifically has occurred, when, and what was the outcome?
Your answer
How many of your clients used the Roma Centrelink Office for front counter service prior to closure?
Provide a number, if applicable.
Your answer
How many of your now clients would han of it from front counter convices?
How many of your new clients would benefit from front counter services?
New clients are those who have come on since Centrelink Office closure. Provide a number.
Your answer

How many of your clients have used the kiosk services provided at the Department of Transport and Main Roads - Roma?
Provide a number, if applicable.
Your answer
How many of your clients have been required to travel to neighbouring Centrelink offices (eg. Charleville, Dalby, Toowoomba) since the Roma office closure?
Provide a number.
Your answer
Have any of your clients raised concerns with Federal or State Ministers?
If so, please include who concerns were directed to and the nature of those concerns.
Your answer
Have you, or other staff from your organisation, raised concerns with Federal or State Ministers?

If so, please include who concerns were directed to and the nature of those concerns.
Your answer
Do you have any suggestions on the type of Centrelink services that would be beneficial in Roma for your clients?
eg. Front counter services, support navigating accounts/computer use, increased Centrelink bus visits etc.
Your answer
Do you have any other comments, questions, or concerns?
Please provide them here.
Your answer
Thank you for your feedback!

Which service organisation do you represent?	Within your organisation, how many employee hours are dedicated to supporting Centrelink services each week, resulting in loss of time spent to perform other required duties?		How many of your clients have provided feedback on the loss of Roma Centrelink Office services?	Roma Centrelink office?	raised by your clients.	How many of your clients used the Roma Centrelink Office for front counter service prior to closure?	benefit from front	the kiosk services	How many of your clients have been required to travel to neighbouring Centrelink offices (eg. Charleville, Dalby, Toowoomba) since the Roma office closure?	with Federal or State	Have you, or other staff from your organisation, raised concerns with Federal or State Ministers?	suggestions on the type of Centrellink services that would be beneficial in Roma for your clients?	Do you have any other comments, questions, or concerns?
Department of Children Youth and Women	20	Clients losing the ability to source support of Centrelink services locally	2	Long wait times via phone; hability of kiosk staff to adequately assist with queries/concerns (at Department of Transport - Roma)	Change of details of client	2		2	2	No	Unknown	Access with a human face to face is essential to conveying personal information	
Maranoa Regional Council	2	We have terrarts who cannot access Centrelis for prior certification, income statements, poporting changes in income, rent etc. Our terrarts are peasly all agoid and do not have access to computers.	40	Lack of computer knowledge to access MyGov accountive computer available in the home to access MyGov account Not growing available in the home to access MyGov account not functioning.com yeal times via phone, Language barriers via phone or computer-intellectual and/or physical disability impeding phone or computer user-bablity of klock staff to adequately assist with queries/concerns (at Department of Transport - Roma)	really knew what to do , they were	50	50	3	6	yes	yes	front counter, compuler assistance, travel to out lying towns.	there needs to be support in outset fowms as the aged can not get to Roma
Goolbuni Aboriginal Health Advancement Co Ltd	Approx 10 hours	increase of assistance for Centrelink issues needed by the clients	All	Lack of computer knowledge to access MyGov accountiful composite available in the horist to access MyGov account five Composite available in the horist to access MyGov account not functionings. One wait times via phone. Janguage barriers via phone or computer intellectual and/or physical disability impeding phone or computer use. Unpleasant interactions with staff when making inquiries via phone/malbility of Isian staff via account of the physical disability of phone in phone in phone in the ph		35	28	56		NO	NO	Qualified staff and Jor increased Centrelink bus visits	Cleats whom are on benefits but have to smell for fixe to that have to smell for fixe to fixe contact cannot afford or dun't have transport to attend these appointments hence resulting in puryment interruptions, forcing the client to become in armars with everydry household expenses for example rent and electricity etc.
Lifejine		Facilitating a day and time for the young people to stand the office of them to have the Interview to stand Centrollic payments. As a Youth Violent am spending 10 hours plus per week with participants to assist through at the processes when dealing with Centrollic directly. Participants are insufrated with the current delay in processes, than the several young people start applications however give up once it has taken applications. However, the second and the processes in the second application of the second application of the second applications are selected as the second application of the second applications are selected as the second application of the second applications are selected as the second as the second applications are selec	37	Lack of computer increledge to access MyGov account/to computer available in the home to access MyGov account_Long wait times via phone/irrelectual and/or Physical diabability imepading phone or computer user, Unpleasant interactions with staff when visiting yet leads (at Department of Transport - Roma), Lack of privacy when using klobiss (at Department of Transport - Roma).	a young person who came to me to spely for Centricity Youth Alloxance, we went to the Dept Transport asked the Idedes for Support, they pointed to the computers available and told the client to use them. The young person at doors and 1 sat mext to them. The young person at doors and 1 sat mext to them. The young person at doors and 1 sat mext to them. They young person at doors and sat me with Certeristic was saking, loudle spalls in the properties were asking, loudle spalls and the properties were asking, loudle spalls and the properties were asking, loudle spalls and the properties were asking he lades going he lades from person turned to me and said they had had enough for the day, if the properties were asking he lades going from the They pashed through for another 30 minutes before, saying we can do a signit noncrow Tarmery. The react day we were back at the Department of Transport for another 30 minutes before, saying we can do a signit noncrow. Tarmery. The react day we were back at the Department of Transport for another 30 minutes before, saying we can do a signit noncrow. Tarmery. The react day we were back at the Department of Transport for another 30 minutes before a spain great and the properties were said with her not being able to complete any of the processes.		31	7 20	36	Po		Front courter services, support newfating accounts/computer use	Inverse answered for the pentspective of the Youth Worker for Lifelins. I have been in this position since May 20th 2019 and have had to call centrelies none or rate or a week on behalf and or with my clients. I am finding the walt inne on the phone to be clients, and miding the walt inne on the phone to be a series of the control of the client. Or talking time to a Centrelie's Customer Service Cofficer. I am dreading the new year when several of my clients are warring to commence officer. I am dreading the new year when several or for clients are warring to commence should not will be commenced to the commence of

Which service organisation do you represent?	Within your organisation, how many employee hours are dedicated to supporting Centrelink services each week, resulting in loss of time spent to perform other required duties?	What operational challenges or issues has your organisation experienced since closure of the Roma Centrellink office? Please list.	How many of your clients have provided feedback on the loss of Roma Centrelink Office services?	What challenges/issues/concerns have been raised by your clients since closure of the Roma Centrelink office?		How many of your clients used the Roma Centrelink Office for front counter service prior to closure?	How many of your new clients would benefit from front counter services?	provided at the Department of Transport and	How many of your clients have been required to travel to neighbouring Centrelink offices (eg. Charleville, Dalby, Toowoomba) since the Roma office closure?	Have any of your clients raised concerns with Federal or State Ministers?	Have you, or other staff from your organisation, raised concerns with Federal or State Ministers?		Do you have any other comments, questions, or concerns?
Murilla Community Centre Miles	we are a Centrelink Agent	We have received many calls for assistance and have had Roma and surrounding area residents come to our office for help	Not sure of numbers sorry	Long was times via phone-intellectual and/or Physical disability impeding phone or computer use. Unpleasant interactions with staff when making inquisites via phone-inability of biost staff to adequately assist with queriesconcerne (at Department of Tramsport Roma; Unpleasant interactions with staff when visiting the klosks (at Department of Tramsport - Roma; Unpleasant interactions with staff when visiting the klosks (at Department of Tramsport - Roma)	confirm ID so DT should be able to if they are now a CL agent. This is						yes	locals and a required service	The distance is a great concern for people who have limited resources to pay for essentials such as food and electricity. They do not have funds so travel to Dalby, Charleville etc
CatholicCare	3 hours	Case Management time has increased to assist with Gentrelink concerns.	100%	Lack of computer knowledge to access MyGov accountly a computer available in the home to access MyGov account/ has propriet available in the home to access MyGov account/hashily of kook staff to access MyGov account/hashily of kook staff to access MyGov accountry and the propriet of th	Clients have been advised to use telecommunications or informet to access services, face to face assistance is not available.	50	20	25		None	No - but have advised local staff that there are concerns.		It is difficult for clients who have limited cognitive abilities or literacy concerns to access Centrelrik, they require face to face interactions to be able to access Centrellish services and understand their obligations.
APM	12	Having to massively go out of our way to find and resource amount of the analysis of the analy	All of them. upto 85	Lack of computer knowledge to access MyGov account/so computer available in the home to access MyGov account/so (mygor available in the home to access MyGov account/sy (MyGov account not functioning).com yeal times via phone. Language barriers via phone or computer intellectual and/or Physical disability impeding phone or computer use, Unpeasant interactions with staff when making inquiries was phone/malably of klosis staff to adequately assist with queries concerns (at Department of Transport - Roma) Lack of privacy when using klosiks (at Department of Transport - Roma) Lack of privacy when using klosiks (at Department of Transport - Roma) Lack of privacy when using klosiks (at Department of Transport - Roma) Lack of privacy when using peasonal information to other members of the community.		85	85	5	50	Sadly they are not proactive complainers.	Our organisation i believe has.	it needs to be front counter services, and not an effice that directs a person to call or todge online. Most have likeracy and numeracy.	nothing much.
Stuecare Far South West	not sure but we work with the elicity and people with a disability on the people with a disability on need support to complete forms	many people find it hard to complete forms/ out idea of work and within work, I help people to navigate the Certerfink system	Service Manager Far South West region i have heard many many	Lack of computer knowledge to access MyGov account/so computer available in the home to access MyGov account And Computer available in the home to access MyGov account And Computer available in the home to access MyGov account not functioning. One was times via prometheetical and/so Physical disability impedding phone or computer user-highly of klosis staff to activately assist with queries/concerns (at Department of Temport - Pornal Uniform Staff Staf			100			100		Centrelink system	This service was started in 1999 to services the far south west community. It was found that we need a small office in 1800 the services of the service of the service of the services of the service of the services of the servi

Which service organisation do yo represent?	Within your organisation, how many employee hours are dedicated to supporting Centrelink services each week, resulting in loss of time spent to perform other required duties?		How many of your clients have provided feedback on the loss of Roma Centrelink Office services?		Please provide any circumstantial evidence to support the concerns raised by your clients.	How many of your clients used the Roma Centrelink Office for front counter service prior to closure?	How many of you new clients would benefit from front counter services?	How many of your clients have used the klosk services provided at the Department of Transport and Main Roads - Roma?	How many of your clients have been required to travel to neighbouring Centrelink offices (eg. Charleville, Dalby, Toowoomba) since the Roma office closure?	Have any of your clients raised concerns with Federal or State Ministers?	Have you, or other staff from your organisation, raised concerns with Federal or State Ministers?	Do you have any suggestions on the type of Centrelink services that would be beneficial in Roma for your clients?	Do you have any other comments, questions, or concerns?
				Lack of computer incovering to a access MyGov account No computer available in the home to access MyGov account Not growth available in the home to access MyGov account Not functioning. Long wait times via prohee. Language barriers via phone or computer-intellectual and/obtained or some proposed parties via phone or computer making inquiries via phone inability of sloak staff to adequately assist with queries concerne (at Department of Transport - Roma); Unpleasant interactions with saff when visiting the biosis (at Department of Transport - Roma); Lack of privacy when using kindle (at Department of Transport - Roma).									
Maranca Regional Council	(In my role, I have received a considerable number of comments and complains about the difficulty that local residents and clients of areing and expension and a complain and clients of serious agracies are experiencing with the removal of a slop of the angular department of the comment of the agent and personal contact with Cervellette residents, the agent and some received whether expensions and personal contact with the comment of the agent and the agent ag	No my clients but at least 35 to date	Lack of computer knowledge to access MyGov account/No computer available in the home to access MyGov account/MyGov account not process flygov account/MyGov account not promise sing price or computer institutional and/or presents sing price or computer institutional and/or Physical eliability imspecing phone or computer sueclusific of price you when using blooks (at Department of Transport - Roms)		(100	(5		3	the Maranoa who used the Office, Roma and the surrounding towns.	ibelieve that Council should continue to lobby the GV to ensure that the relevant Meristers and those who are resure that the relevant Meristers and those who are when decision makens are sween statistics are viewed as to what was the main issue for the closure. Was it difficulty securing staff? Was it a decline in the amount of walk in customers? Certrickin also naeds to look at time spent on the phone and the problems with MyGov.
Act for Kids	At least 2 days a week	increase in staff time spent to assist clients with Centrelink issues	30	Nore reported. Lack of computer knowledge to occess MyGov account Not computer variable in the home to access MyGov account Not formular variable in the home to access MyGov account MyGov account of functioning Long wast limes visighner, Language barriers visighner, Language barriers visighner, Language barriers visighner user, Unpleasant interactions with staff when making requires via phone-inability of klosk staff to adequately assist with quariesticonems (at Department of Transport - Roma) Unpleasant interactions with authorized the klosks (at Department of Transport - Roma) Lack of privacy when using klosks (at Department of Transport - Roma) Lack of privacy when using klosks (at Department of Transport - Roma)		3(30	15	30	Yes	No	Front courter services and support navigating computer use.	
Injune MFHS	2	community nurse hours used up helping people deal with Sickness Benefits and pension issues	none that I know of	Lack of computer knowledge to access MyGov account/No computer available in the home to access MyGov account/cong with inservise phonocine between the proposal disability impeding phone or computer use.			3			yes we have contacted David Liteliproush office or all least 3 consistent on behalf of clients on behalf of clients		front counter services and more frequent bus visits	
Goolburri Aboriginal Health Advancement co ltd			5	Lack of computer knowledge to access MyGov account;No computer available in the home to access MyGov account	lack of knowledge on Mygov, Low Computer skills	10	10	5	5	No	No	Front Counter Services	No

Which service organisation do you represent?	organisation, how many employee hours are dedicated to supporting Centrelink services each week, resulting in loss of time spent to perform other required duties?	Roma Centrelink office? Please list.	clients have provided feedback on the loss of Roma Centrelink Office services?		evidence to support the concerns raised by your clients.	clients used the	new clients would	clients have used	clients have been required to travel to neighbouring Centrelink offices (eg. Charleville, Dalby, Toowoomba) since the Roma office closure?	clients raised concorns with Federal or State Ministers?	Have you, or other staff from your organisation, raised concerns with Federal or State Ministers?	suggestions on the type of Centrelink services that would be beneficial in Roma for your clients?	
Aftercare Mental Health Community Support Service, South West	up to 6 hours, sometimes mee, depending on how many times a phone call is placed. depending on request.	all Certrienkis pagenrock has to be completed with the client fulling support hours, phore calls are imade from the office, great amounts of unproductive time for the worker. Invalving to take clients to the klock and styring to figure out how to use the computers the immanse flustration of clients who are litterate and find it very difficult, if impossible, to advocate for themselven on the phone or utilise the klock, clients missing out clients and control to the control support and deviation because they drive an extending support and deviations because they drive an extending support and deviations because they drive an extending support and deviations because they drive an extending support and extending support and support and the support of their martial filmesses, are very anxious and not after the outer a proving or their immediate the supposition of their martial filmesses, are very anxious and not after the outer a proving or their martial filmesses, are very anxious and control filmesses.	Roma and St George, which it has affected as well.	accountNo computer available in the home to access MyGov account MyGov account not functioning/Long well times via phone/Language barriers via phone or computer/intellectual and/or Physical disability impeding phone or computer use/Unpleasant interactions with staff when making inquilies via phone/inability of loss staff.	having lost her first job. she had attempted to call a centrelink number several times and gave up after having had to wait for hours to have her request heard, she wasn't able to obtain any sort of help and	50	20		10	inc. their concerns are present entropy and up- greated in through a concern and up- greated a	no.	with my clients. or, increase regular (non-simorth for a couple of days) wish from the very good human services but (excellent service received in the past).	the sudden removal of the Centreterk office in Roma has caused a great deal of upheaval and very challenging situations for my clients, people who have no one to advocate for them find themselves in excremely difficult as losing terranders and being unable to circumstances, such as losing terranders and being unable to the control of the control of search being incapable of doing any sort of job search. It has created a vicious cycle that keeps people in a state of helplessness.
Health	unable to access computers need our	Assisting clients usually dishifty with no computer and title price harwinder by to jost spenk with someone from centrelink - it was so much easier to three to from and speak face to face with a person.	Oct-15	occount/No computer available in the home to occess MyGov account.Long wait times via phone/instructural and/or Physical disability impeding phone or computer use, rupplessant interactions with staff when making inquirise via phone/institys foliosis staff to adequisely sessist with queries/concerns (at Department of Transport - Roma). Upleasant interactions with staff when visiting the kizolals (at Department of Transport - Roma)	A 65yr of gentleman trying to access sickness benefit - he travelled all the way to Forma and was told the office is closed, to go down to the transport dept. When he animal other he was told the computer is over there - he came straight home and said he couldn't use a computer and what now. So began our maration effort to try to just someone to talk to us 1.5ms the first time and 2.5ms the second - on and on it went.	100	20	(20	I know of at least 3	Yes local member	All of the above	Please don't forget the people in the bush - they deserve the same service as our city cousins.
CWAATSICH	2hrs		Most of our clients	Lack of computer knowledge to access MyGov account/so computer available in the home to access MyGov account And Computer available in the home to access MyGov account not functionings. One wait times via prince. Language barriers via prince or computer intellectual and/or Physical disability impeding prince or computer use inability of klock staff to adequately assist with queries/conners (at Department or Transport – Roma), Unpleasant Interactions with staff when visiting the klocks (at Department of Transport – Roma) when the contraction of the contractio	Clients has spoken about it when they arrive to the clinic					No	No	Another Centrelink office	
anglicare mental Health and family Wellbeing team	average of 3 hours	We require a Centrelink statement to process emergency relief applications so since the office closure we have head about one third of clients attend apportments without the statement staff then had to to either A1 spend an extra 30 to 80 minutes Reliefpin the Centrel to access my gov account to netieve the statement and then get it enabled to us or Sporcess the application without the mandatory Centrelink statement as the Client to does not know their password or does not know their password or does not have the knowledge to set up their my gov account.	clients per week express concern about the lack of the CEntrelink Office	Lack of computer incoleracy to access MyGov account No computer available in the home to access MyGov account MyGov account not functionings. One wait times via phose treblectual and/or Physical disability inspeading phone or computer uses hishility of kinds staff to adequately assist with querien/concerns (at Department of Transport - Roma) Auch of privacy when using kinds (at Department of Transport - Roma)		162	50	50		doubt it	no	front counter service, computer use , support using and ravigations (visits forms. OR regular bus visits that are promoted and published	there are a lot of different and older citizens in this area. They cannot use a computer. The phone wall is too long also

Which service organisation do you represent?	Within your organisation, how many employee hours are dedicated to supporting Centrelink services each week, resulting in loss of time spent to perform other required duties?	What operational challenges or issues has your organisation experienced since closure of the Roma Centrelink office? Please list.				prior to closure?		Main Roads - Roma?	How many of your clients have been required to travel to neighbouring Centrelink offices (eg. Charleville, Dalby, Toowoomba) since the Roma office closure?	Have any of your clients raised concerns with Federal or State Ministers?	Have you, or other staff from your organisation, raised concerns with Federal or State Ministers?	suggestions on the type of Centrelink services that would be beneficial in Roma for your clients?	Do you have any other comments, questions, or concerns?
St Vincent de Paul Society Roma		Comparions seeking welfare assistance are required to provide a printed Centrelik Statement when requesting assistance. This documentation is received for configuration to determine their shouldon. We are not able to accept their devices to view their critine my gos decals.	week	computer use-hability of klosks staff to adequately assists with quefeconcerns (at Department of Transport - Roma)Lack of privacy when using klosks (at Department of Transport - Roma)	account to print it off and they do not have a mobile device to receive a new password.	100	100	100				Front Counter Services support any gating accounts/computer, Face to Face	
Private individual	NA NA	NA.	NA NA	Long was timen via phone Lack of privacy when using kicels (at Department of Transport - Roma)	On attendance with family member at the TMR Roms office to provide required documents we were in a four way chat statusion with our data being transferred verbally over the phone by TMR staff. The area provided is extremely small so we are iterally starting amongst the waiting room chairs within half a more of waiting count of the third of the third of the count of the third of the count of the third of the count of the third of third of the third of third of third of the third of	0	0	0	0	NA.	I did mise concerns with Pederal minister	Front counter service availability. A hotiline number specifically for rural areas that do not qualify for a Centrelink office. It book who was a constant of the call to him provide the call to him	
UnlingCare Community	5	increase in staff time allocation, no training or honowledge, wat times on phone to certainink, centrelink website too hard to navigate, no support from centrelink	6	Lack of computer knowledge to access MyGov account/No computer available in the home to access MyGov account MyGov account not functioningd, ong wait times via phone. Language barriers via phone or computer/hability of klock saft to adequately assist with quarteconcerns (at Department of Transport - RomayLack of privacy when using klocks (at Department of Transport - RomayLos support from centrellink, different staff at centrellink (phone) give different answers			30	2				Front counter services, increased visits from certificity that even if there is a front counter service. There is no public transport in Injune.	
Education Early Childhood	per week	A reduced amount of attendances; Very Frustrated families,		account/No computer available in the home to access MyGov account/MyGov account not functioning/Long wait times via phone_Language barriers via phone or computer reliebectual and/or Physical disability impeding phone or computer use_Lack of privacy when using kools (or Department of Transport - Roma)		28	28					Front counter services, support navigating accounts/computer use, increased Centrelink bus visits	
Maranoe Regional Council - Community support	None as of now.		2 clients, multiple service providers	Lack of computer knowledge to access MyGov accountfly a computer available in the home to access MyGov account_Long wait times via phone, Unpleasant interactions with staff when making inquiries via phone	One Individual in Injune without access to a compare was unaware of how to set up his MyGov and required assistance. A client requiring emergency support and calliars that they had called Centrellink regarding their payments which were being defined on were left waster. On the progress on their situation, with no progress on their situation.	1	3			No.	With Council	Informed front counter services. Assistance setting up accounts and navigating the MyGov online portal.	

General Meeting - 12 February 2020

COUNCILLOR REQUEST FOR AN AGENDA REPORT

Meeting: General 12 February 2020 Date: 5 February 2020

Item Number: 14.1 File Number: D20/9315

SUBJECT HEADING: Plaque on Bull Plinth in Mitchell

Classification: Open Access

Executive Summary:

Request for costing of purchase and Installation of a plaque in the bull plinth in front of the gallery in Mitchell.

Councillor's Recommendation:

That a report be prepared for an upcoming Council meeting.

Details of Requested Agenda Report:

That a report be prepared containing information with costing for the purchase and installation of a plaque in the bull plinth, with the plaque containing information about the story of the bull, who built it and how Council acquired it.

Supporting Documentation:

Nil

General Meeting - 12 February 2020

COUNCILLOR REQUEST FOR AN AGENDA REPORT

Meeting: General 12 February 2020 Date: 6 February 2020

Item Number: 14.2 File Number: D20/9683

SUBJECT HEADING: Propose Muckadilla Hotel Support from Council

Classification: Open Access

Executive Summary:

Support for Muckadilla Hotel Rebuild.

Councillor's Recommendation:

That a report be prepared for an upcoming Council meeting.

Details of Requested Agenda Report:

To support the Muckadilla rebuild, Council to give in principle financial support to deal with complying water and fire issues for the Hotel in relation to State Regulations if required. Council's contribution to supporting the rebuild would be to provide financial assistance so that there's no cost to the developer if the water supply does not meet State fire regulations. The Muckadilla Hotel is an important Community asset and should be supported.

Supporting Documentation:

Nil