



In accordance with Section 277E of the *Local Government Regulation 2012* it is not practicable for the public to attend the meeting because of health and safety reasons associated with the public health emergency involving COVID-19.

The meeting will therefore be closed to the public, with only Councillors and staff essential for the functioning of the meeting in attendance. Consistent with Council's legislative responsibilities, the minutes of Council's meeting will be made available for inspection by the public at Council's office and on its website. Further the minutes will be available for purchase upon confirmation at the next meeting.

As an additional proactive step during these difficult times, Council will also upload a video of the meeting to Council's official Facebook page.

Mayor Tyson Golder
Meeting Chairperson.

BUSINESS PAPER- Ordinary Meeting

Wednesday 27 May 2020

Roma Administration Centre

NOTICE OF MEETING

Date: 22 May 2020

Mayor: Councillor T D Golder

Deputy Mayor: Councillor G B McMullen
Councillors: Councillor J R P Birkett
Councillor M C Edwards
Councillor J L Guthrie
Councillor J M Hancock
Councillor W L Ladbrook
Councillor C J O'Neil
Councillor W M Taylor

Chief Executive Officer: Ms Julie Reitano

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

Attached is the agenda for the **Ordinary Meeting** to be held at the Roma Administration Centre on **May 27, 2020 at 9.00AM**.

Julie Reitano
Chief Executive Officer

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Status Reports

Next General Meeting

- To be held at the Mitchell Administration Centre on 10 June 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.

C Confidential Items

- C.1 Request for Quote SCADA Upgrade Project - Equipment Installation**
Classification: Closed Access
 Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.
- C.2 Response to animal control matters raised by resident**
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 Financial Year 2021 Fees and Charges - Airports

Classification: Closed Access

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

C.4 Council Asset - 236 Edwardes Street, Roma

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 Claim for Damages - Off Third Avenue, Injune - 9 April 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.6 Expression of interest - Regional Arts Development Fund (RADF) Committee

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.(this report has private and confidential items regarding an expression of interest)

C.7 Recommendation to purchase three (3) Backhoe Loaders

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.8 Recommendation to purchase one (1) 5m³ Front End Wheel Loader

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 Recommendation to purchase nine (9) Single Cab 4x2 Utilities

Classification: Closed Access

Local Government Regulation 2012 Section 275(c) (e) the local government budget; AND contracts proposed to be made by it.

C.10 171 Alice Street, Mitchell - Design for Replacement Residence

Classification: Closed Access

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

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

C.11 Request to Acquire Reserve Land

Classification: Closed Access

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

C.12 Application for Permit to Occupy - Part of Reserve Lot 124 on EG247

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.13 Request to Paint Roma on Bungil Gallery

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 Specifications - Production & Distribution of the Bottle Tree Bulletin

Classification: Closed Access

Local Government Regulation 2012 Section 275(c) (e) (h) the local government budget; AND contracts proposed to be made by it; 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.

C.15 South West Regional Road Group - Program Change Request

Classification: Closed Access

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

C.16 Addition to the Road Register - Unnamed Road off Freemans Road

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 Addition to the Road Register - Extension of Humphreys Road Length

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 Re-alignment of Thomby Road

Classification: Closed Access

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

C.19 Addition to the Road Register - Unnamed Road off Roma Southern Road

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 Policy - Maintenance on Grids

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.21 Operating Locally

Classification: Closed Access

Local Government Regulation 2012 Section 275(b) industrial matters affecting employees.

Councillor Business

14S Councillor Business

Closure

MINUTES OF THE ORDINARY MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 13 MAY 2020 COMMENCING AT 9.09AM

ATTENDANCE

Mayor Cr. T D Golder chaired the meeting with, Deputy Mayor Cr. G B McMullen, Cr. J R P Birkett, Cr. M C Edwards, Cr. J L Guthrie, Cr. J M Hancock, Cr. W L Ladbrook, Cr. C J O'Neil, Cr. W M Taylor, Chief Executive Officer – Julie Reitano, and Minutes Officer – Kelly Rogers in attendance.

AS REQUIRED

Deputy Chief Executive Officer/Director Development, Facilities & Environmental Services – Rob Hayward, Director Corporate & Community Services – Sharon Frank, Deputy Director Infrastructure Services / Strategic Road Management – Cameron Hoffmann, Manager Facilities (Land, Buildings & Structures) – Tanya Mansfield, Manager Airports (Roma, Injune, Surat, Mitchell) – Ben Stewart, Manager Economic & Community Development – Ed Sims, Manager Planning & Building Development – Danielle Pearn, Manager Saleyards – Paul Klar, Manager Community Safety – Samantha Thrupp, Operations Manager Plant, Fleet & Workshops – David Parker, Lead Rates and Utilities Billing Officer/Systems Administrator – Dana Harrison, Regional Tourism Development Coordinator – Justine Miller, Rates & Utilities Billing Officer – Linda Acutt, Rates & Utilities Billing Officer – Catherine (Katie) Ballard, Environment, Health & Waste Officer – Bob Campbell, Rural Land Services & Funding Officer / Team Coordinator – Kent Morris.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.09am.

APOLOGIES

There were no apologies for the meeting.

CONFIRMATION OF MINUTES

Resolution No. OM/05.2020/01

Moved Cr Golder

Seconded Cr O'Neil

The confirmation of the ordinary minutes of the 22 April 2020 with the following addition that in regards to the remuneration which is the resolution from Item 10.3 from the last meeting that it includes the amounts:

That Council:

1. *Note the findings of the Local Government Remuneration Commission review.*
2. *Set the remuneration of the Mayor, Deputy and Councillors at current levels after July 1st 2020 for a period of twelve (12) months as:*

▪ <i>Mayor</i>	<i>\$130,584</i>
▪ <i>Deputy Mayor</i>	<i>\$ 81,615</i>
▪ <i>Councillor</i>	<i>\$ 69,372</i>

For completeness.

[Item 10.3 – Local Government Remuneration Commission Schedule – Commencing 1 July 2020 Resolution No. OM/04.2020/07]

And:

Item C.12 – Dispute of Water [Access] Infrastructure Charges – Assessment 130273 [intended 13002738]

That:

1. Council, in accordance with Local Government Regulation 2012 Section 120 (1) (c), grant a concession (hardship concession) for the Water Access Infrastructure Charge effective from 1 July 2019.

2. The concession is provided to the current owner/s only for the time they own the property.

The difference there is that it is just back to 2019 because the customer has paid.

[Resolution No. OM/04.2020/31]

CARRIED

9/0

DECLARATION OF CONFLICTS OF INTEREST

Cr Edwards foreshadowed that he had interest in two items, C.20 and C.21.

Item	Title
C.20	Negotiations for Airline Relief due to COVID-19
C.21	Roma and Surat Aerodrome Compliance Inspection Reports

Cr. Edwards proposed to stay in the meeting.

He explained that the details of the nature of interest was due to:

Nature of the personal interest	Member of the Roma Aero Club Inc.
Name of the other person if the personal interest arises because of a relationship or receipt of a gift	Roma Aero Club Inc.
Nature of the relationship or value and date of receipt of the gift	Member of the lease from the Maranoa Regional Council with the Aero Club and we may or may not have provision of grants funds returned in the past and might have in the future.
The nature of the other person's interests in the matter (that's the Aero Club Inc)	The club that the member belongs to is the lessor and potential provider of funds.

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

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

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

Resolution No. OM/05.2020/02
Moved Cr O'Neil
Seconded Cr McMullen

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

CARRIED
8/0

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

[C.21]

The Mayor asked if Cr Edwards had another one, and discussion ensued to seek clarification. In summary, Council ultimately settled on the above item relating to C.21 following further advice from the Mover. Cr Edwards believed that his declaration related to both items C.20 and C.21. The Mayor thought it best to do them separately in line with what the mover said he moved on.

Item C.20

Cr Edwards declared a 'Conflict of Interest' and proposed to stay in the meeting.

Nature of the interest	Member of the Roma Aero Club Inc.
Name of the other person	Roma Aero Club Inc.
Nature of the relationship	Member of the Roma Aero Club and the Roma Aero Club have a lease with the Maranoa Regional Council and have had the provision of grant funds in the past and may have in the future.
The nature of the other person's interests in the matter	The club that the member belongs to / Maranoa Regional Council is the lessor and potential provider of funds.

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

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

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

Resolution No. OM/05.2020/03
Moved Cr O'Neil
Seconded Cr Edwards

The Cr Edwards has a perceived 'Conflict of Interest' in the matter and, notwithstanding the conflict, Cr Edwards may participate in the matter, discuss and vote upon it.

[C.20]
CARRIED
8/0

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

Cr Birkett

Item	Title
C.8	Community Newsletter – Bottle Tree Bulletin
C.14	Mitchell RSL and Combined Sports Club Inc

Cr Birkett foreshadowed that he had interest in two items, C.8 and C.14.

Cr Birkett was unsure as to which declaration he should make, but clarified that he was an executive member of both the Booringa Action Group and the Mitchell RSL and Combined Sports Club.

Councillors discussed that they could not provide legal advice, but recommended erring on the side of caution by leaving the meeting when these items were discussed. Cr. Birkett indicated that it was his intent (to leave the meeting) however he was again uncertain of what declaration he would make.

Cr Birkett declared a 'Conflict of Interest' in Item C.8 and advised that he was an executive member of the Booringa Action Group and they were again in negotiations with the Bottle Tree Bulletin and so it was in his best interest to remove himself from the room for those discussions.

Cr Birkett advised this was the same (declaration, being 'Conflict of Interest'), for Item C.14, as he was the president of the Mitchell RSL and Combined Sports Club Inc. and foreshadowed that he would be leaving the room for that discussion as well.

Cr Hancock

Item	Title
C.24	Establishment of Cadetship

Cr Hancock declared that she had a 'Conflict of Interest' in this matter as defined by section 175D of the *Local Government Act 2009* as follows for Item C.24 – Establishment of Cadetship, as she has a close association with the trainee's family, and therefore foreshadowed that she would be dealing with this conflict of interest by leaving the meeting while this matter is discussed and voted on.

Cr O'Neil

Item	Title
10.1	Election of the Local Government Association of Queensland's (LGAQ) Policy Executive District 5 Ballot

Cr O'Neil declared a 'Material Personal Interest' in Item 10.1, as his name is on the ballot for the election of the Local Government Association of Queensland and foreshadowed that he would be dealing with this matter by leaving the room.

Cr O'Neil indicated that while he was being overly cautious, he declared a perceived (then clarified) a 'Conflict of Interest' in Item C.20 for the negotiations for airline relief as he is a member of the airline in question, and he foreshadowed that notwithstanding this conflict he believed he could act in the best interest of the region, and would leave it to the meeting to decide whether he would stay in the room or not.

Mayor Golder asked if this was a loyalty program (the nature of his conflict), and Cr O'Neil confirmed that yes, this was the case.

Resolution No. OM/05.2020/04
Moved Cr McMullen
Seconded Cr Birkett

The Cr O'Neil does not have either a real 'Conflict of Interest' or a perceived 'Conflict of Interest' in the matter and, is accordingly free to participate in the meeting while this matter is discussed, including by voting on the matter.

CARRIED
8/0

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

Cr Ladbrook

Item	Title
C.22	Unnamed Section of Road off Humphreys Road
1.1	Request to Purchase New Broom for the Roma Racetrack

Cr Ladbrook declared of a 'Conflict of Interest' with Item C.22, which is the Humphrey's family of which he is a brother-in-law. Cr Ladbrook advised that he would deal with this matter by leaving the meeting.

Cr Ladbrook declared a 'Conflict of Interest' with the Roma Turf Club, agenda number labelled 1.1 / 14.1, and that he would be dealing with this matter by leaving the room.

Mayor Tyson Golder

Item	Title
10.6 of the Ordinary Meeting on 22 April 2020 (laid on the table at that meeting)	Position of Chief Executive Officer
LC.4	Contract Matter – Chief Executive Officer

Mayor, Cr Golder declared as follows: *a 'Conflict of Interest' given correspondence received by me and I inform the meeting that I may have a personal interest in the matter given that complaints have been made to the OIA about me, and that I will be dealing with this by leaving the room and having no part in the discussions in relation to Item 10.6.*

Also, LC.4 – Contract Matter, I will also be declaring a 'Conflict of Interest' given the correspondence received by me and I inform the meeting that I may have a personal interest in the matter given the complaints that have been made to the OIA about me. I will be dealing with this by leaving the room and having no part in any discussions.

Cr. O'Neil asked Mayor Golder about item 10.6, indicating he did not have Item 10.6 in his papers. Mayor Golder confirmed that item 10.6 was the item laid on the table at the previous meeting.

Cr. O'Neil also enquired in regard to the requirement once a declaration had been made by a Councillor, did it need to be declared again or was it on a register of declarations and did not need to be again declared. The Chief Executive Officer clarified that at this point in time declarations by Councillors had to be declared each time (when placed on an agenda), and advised Councillors that if this is changed in future, confirming information would be provided to Council.

Further discussion ensued surrounding declarations made initially at the meeting, confirming that the full declaration was not required later during the meeting when that item was indicated for next discussion.

ON THE TABLE

Mayor Golder, 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 discussion or debate on the matter.

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

Item Number: 10.6
Ordinary Meeting 22 April 2020

File Number: D20/33696

SUBJECT HEADING: POSITION OF CHIEF EXECUTIVE OFFICER

Councillor's Title: Cr. Geoff McMullen

Executive Summary:

With commencement of the new term of Council a report was presented at the Ordinary Meeting on 22 April 2020 providing the opportunity for Council to consider the Chief Executive Officer position.

At that meeting Council resolved to lay the item on the table to the next meeting / for a future meeting. (OM/04.2020/13).

Cr O'Neil advised that it had been conditioned on questions of legal advice being provided to Council, Cr. O'Neil did not receive any legal advice. Cr. McMullen confirmed that it was his understanding that the Mayor had not yet received his legal advice on the matter.

Resolution No. OM/05.2020/05

Moved Cr McMullen

Seconded Cr Guthrie

That Item Number 10.6 of Council's Meeting of 22 April 2020 be taken from the table.

CARRIED

8/0

SUBJECT HEADING: POSITION OF CHIEF EXECUTIVE OFFICER

Resolution No. OM/05.2020/06

Moved Cr McMullen

Seconded Cr Edwards

That in relation to Item Number 10.6 of Council's Meeting of 22 April 2020, Council consents to the motion taken from the table (described in Council's Meeting Minutes of 22 April 2020 as 'Resolution No. OM/04.2020/10') being withdrawn.

NO VOTE TAKEN

[Not vote was taken on the draft motion and a number of potential amendments to the draft motion were discussed at length in light of a letter referred to by Councillors collectively but received individually (as indicated through Council's discussion), from the Crime and Corruption Commission seeking advice from Councillors on actions that had been taken by Council in regard to this matter.]

Discussion ensued about how best to approach the letter's preparation and its signing.

Cr McMullen suggested something to the effect of:

That Council approve for the Deputy Chair to sign the letter and to let them know the outcome and the procedures that went on, and that it be circulated to all Councillors prior to signing.

Further discussion ensued about wording such as a listing of events or actions in lieu of the word outcome.

During the discussions, the Chief Executive Officer offered to Council that she step out for this item and for the Deputy Chief Executive Officer to step in if Council would feel more comfortable about that. Council, and the Acting Chair, felt that there was no reason for that as it was intended to be a factual account of the steps taken about a matter that was in the open agenda.

At the conclusion of those discussions Council determined that the original draft motion as put would be voted on.

Resolution No. OM/05.2020/07

Moved Cr McMullen

Seconded Cr Edwards

That in relation to Item Number 10.6 of Council's Meeting of 22 April 2020, Council consents to the motion taken from the table (described in Council's Meeting Minutes of 22 April 2020 as 'Resolution No. OM/04.2020/10') being withdrawn.

CARRIED

8/0

It was the confirmed that an item be considered later in the meeting.

During the discussion on the below item, the Chief Executive Officer advised Council that she would step out when the discussions occur if they didn't mind. She felt that it would be the appropriate thing to do, and that will allow Councillors to speak freely, and the Deputy Chief Executive Officer would be present.

Following further discussion, the following motion was then put, with the outcome recorded as follows:

Resolution No. OM/05.2020/08

Moved Cr McMullen

Seconded Cr Taylor

That Council add this item to the agenda, and the item be titled – Correspondence to Crime and Corruption Commission / Preparation of letter in response to Item 10.6 of Council's meeting of the 22 April 2020).

[This motion is in regard to the Position of Chief Executive Officer. Wording of this motion was amended a number of times during discussion]

[Refer to Item LC.5 of these minutes]

CARRIED

8/0

There was discussion about whether or not the item should be in closed, or who would be drafting the letter.

The Acting Chair suggested that the matter of open or closed be left to later in the meeting.

Discussion ensued, with the final procedural motion being put as follows.

Resolution No. OM/05.2020/09

Moved Cr McMullen

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

CARRIED

8/0

At cessation of discussion and debate on the abovementioned item, Mayor Golder returned to the Chamber, assuming the Chair at 10.00am.

BUSINESS

OFFICE OF THE CEO

Cr. O'Neil, 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 10.01am, taking no part in discussions and debate on the matter.

Item Number: 10.1

File Number: D20/39533

SUBJECT HEADING:

**ELECTION OF THE LOCAL GOVERNMENT ASSOCIATION
OF QUEENSLAND'S (LGAQ) POLICY EXECUTIVE
DISTRICT 5 BALLOT**

Officer's Title:

**Lead Officer - Elected Members & Community
Engagement**

Executive Summary:

At the Post Election Meeting on 16 April 2020, Councillors resolved not to nominate a representative for the Local Government Association of Queensland's (LGAQ) Policy Executive 2020 – 2024 for District No.05 – South West.

LGAQ has written to Council to advise that as more than one nomination for District No.05 was received, an election by ballot has been called. Council was asked to consider its voting position.

Resolution No. OM/05.2020/10

Moved Cr McMullen

Seconded Cr Taylor

That:

- 1. Council support Cr Robyn Furbheister in the election / ballot for the Local Government Association of Queensland's (LGAQ) Policy Executive 2020 – 2024 for the District No. 05 – South West representative.**
- 2. Councillors be provided with a copy of the final ballot, and confirmation that the ballot has been sent and received.**

CARRIED

7/1

[Wording amended by Cr McMullen from his original motion following a proposed amendment from the Mayor (the inclusion of point 2 – photos and confirmation suggested by the Mayor), which the 'Mover' and 'Seconded' confirmed they were happy to accept after amendments]

Cr. Golder called for a division of the vote. The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Birkett	Cr. Hancock
Cr. Edwards	
Cr. Golder	
Cr. Guthrie	
Cr. Ladbrook	
Cr. McMullen	
Cr. Taylor	

Responsible Officer	Lead Officer - Elected Members & Community Engagement
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At cessation of discussion and debate on the abovementioned item, Cr. O'Neil returned to the Chamber at 10.11am.

INFRASTRUCTURE SERVICES

Item Number: 12.1 **File Number:** D20/30268

SUBJECT HEADING: **NOMINATION OF PROJECTS FOR FUNDING UNDER AUSTRALIAN GOVERNMENT'S HEAVY VEHICLE SAFETY AND PRODUCTIVITY PROGRAM**

Officer's Title: **Deputy Director / Strategic Road Management Program Funding & Budget Coordinator**

Executive Summary:

Maranoa Regional Council is eligible to apply for funding under Round 7 of the Australian Government's Heavy Vehicle Safety and Productivity Program (HVSPP).

This report provided an overview of the program, including funding commitment requirements, and lists a number of potential projects that Council may consider for a funding application under the program.

Resolution No. OM/05.2020/11

Moved Cr O'Neil

Seconded Cr Golder

That Council:

- Submit an application under Round 7 of the Australian Government's Heavy Vehicle Safety and Productivity Program (HVSPP) for:**
 - No. 1 – Roma Saleyards – Primaries Road Extension (Estimated total cost \$1,350,000) and;**
 - Project 2 – Heavy Vehicle Route Upgrade – Creek Street Amby (Estimated total cost \$315,000).**
- Endorse that a 50% co-contribution of the project budget is included in the 2020/21 budget, which is equivalent to \$675,000 for Project 1 – Primaries Road Extension and \$157,500 for Project 2 – Heavy Vehicle Route Upgrade – Creek Street Amby.**
- Authorise the Chief Executive Officer to sign the submission form, any further agreements with the Australian Government and supplementary documentation that may be required for these projects if successful.**

CARRIED

9/0

[Wording amended by Cr O'Neil from his original motion following a proposed amendment from the Mayor (to include Project 2 – Heavy Vehicle Route Upgrade – Creek Street Amby), which the 'Mover' confirmed he was happy to include, as well as clarifying suggestions from the CEO].

Responsible Officer	Deputy Director / Strategic Road Management
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Item Number: 12.2 **File Number:** D20/39596

SUBJECT HEADING: MASTER BUILDERS AWARDS - NOMINATION OF ROMA SALEYARDS MULTI PURPOSE FACILITY

Officer's Title: Deputy Director / Strategic Road Management
Senior Engineer

Executive Summary:

J Hutchinson Builders Pty Ltd have requested permission to submit the Roma Saleyards Multipurpose Facility Project as an entry to the 2020 Downs and Western Region Master Builders Awards, in the category Community Service Facilities / Tourism & Leisure Facilities up to \$10M, which is now open for entries.

The recently completed Roma Saleyards Multipurpose Facility Project has been identified as demonstrating the criteria for top honours in the above mentioned categories, which if successful, will progress it to the State Awards for consideration.

Principal Contractor J Hutchinson Builders Pty Ltd will be submitting the entry provided Council's permission is received. Entries for this Award close on 22 May 2020.

Resolution No. OM/05.2020/12

Moved Cr O'Neil

Seconded Cr Golder

That Council:

- 1. Permit the submission by J Hutchinson Builders Pty Ltd for the entry of the Roma Saleyards Multipurpose Facility Project in the 2020 Downs and Western Region Master Builders Awards, in the category Community Service Facilities / Tourism & Leisure Facilities up to \$10 million.**
- 2. Authorise the Chief Executive Officer or delegate to sign the Owner's Authorisation Form required for the submission.**

CARRIED

8/1

Cr. Golder called for a division of the vote. The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Birkett	Cr. McMullen
Cr. Edwards	
Cr. Golder	
Cr. Guthrie	
Cr. Hancock	
Cr. Ladbroke	
Cr. O'Neil	
Cr. Taylor	

Responsible Officer	Deputy Director / Strategic Road Management
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DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES

Item Number: 13.1 File Number: D20/36752

SUBJECT HEADING: EASTER IN THE COUNTRY SPONSORSHIP 2020

Officer's Title: Regional Tourism Development Coordinator

Executive Summary:

Due to the COVID-19 pandemic Easter in the Country was forced to cancel the 2020 Easter in the Country Festival on 18 March 2020, just three weeks prior to the event. The cancellation was due to Federal and State Government directives that all non-essential travel be cancelled and social gatherings must be limited to two people in order to stop the spread of coronavirus.

However, all marketing costs had already been incurred by the volunteer not-for-profit Committee prior to the cancellation on the event so they were requesting that Council still honour the sponsorship arrangement for 2020.

Resolution No. OM/05.2020/13

Moved Cr McMullen

Seconded Cr O'Neil

That Council uphold the request to the Easter in the Country Committee for the sponsorship arrangement for 2020 in the amount of \$15,000 cash sponsorship.

[Wording amended by Cr McMullen from his original motion following a suggestion from Cr O'Neil to include the dollar value of the sponsorship, which the 'Mover' indicated he was happy to include. Cr Hancock also suggested inclusion of the word 'cash' which was also accepted]

CARRIED

9/0

Responsible Officer

Regional Tourism Development Coordinator

Item Number: 13.2

File Number: D20/37288

SUBJECT HEADING: COVID-19 UPDATE FROM MARANOA LOCAL DISASTER MANAGEMENT GROUP

Author Title: Associate to the Director / Directorate Budget & Emergency Management Coordination

Executive Summary:

This report was to provide an update to the Councillors regarding the Maranoa Local Disaster Management Group response and actions in relation the COVID-19 pandemic.

Resolution No. OM/05.2020/14

Moved Cr Golder

Seconded Cr Edwards

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

CARRIED

9/0

Responsible Officer

Associate to the Director / Directorate Budget & Emergency Management Coordination

Item Number: 13.3 **File Number:** D20/37574
SUBJECT HEADING: REQUEST FOR SPONSORSHIP
Officer's Title: Local Development Officer - Mitchell
 Specialist - Arts & Culture

Executive Summary:

The Management committee for the Maranoa Arts Gateway in Mitchell approached Council seeking sponsorship of \$500 to assist with the delivery of a South West Queensland Virtual Exhibition. This will allow the Virtual Exhibition to obtain sponsorship for prizes for entrants in specific categories during COVID-19.

Resolution No. OM/05.2020/15

Moved Cr Golder

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

[Additional information requested included clarification of members of the management committee, in order for Councillors to consider any potential conflicts. Cr Hancock sought further information at the time clarifying proposed financial arrangements for the recommendation.]

CARRIED

9/0

Item Number: 13.4 **File Number:** D20/37730
SUBJECT HEADING: SUCCESSFUL FUNDING APPLICATION UNDER
 RESOURCE RECOVERY INDUSTRY DEVELOPMENT
 PROGRAM - ROMA WASTE FACILITY RING ROAD
 PROJECT
Officer's Title: Manager - Environment, Health, Waste & Rural Land
 Services

Executive Summary:

Council submitted a funding application under the Resource Recovery Industry Development Program to complete the Roma Waste Facility Ring Road Project. This application was successful and we now seek approval for the Chief Executive Officer or delegate authority to sign the funding agreement.

Resolution No. OM/05.2020/16

Moved Cr McMullen

Seconded Cr Hancock

That Council authorise the Chief Executive Officer, or delegate, to sign funding agreements as required and associated project documentation.

CARRIED

9/0

Responsible Officer

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

Cr. Ladbroke, having previously foreshadowed a 'Conflict of Interest' in the following item [Labelled item 1.1 / 14.1] for reasons stated under the Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the meeting at 10.58am, taking no part in discussions and debate on the matter.

Item Number: 14.1 **File Number:** D20/37667

SUBJECT HEADING: REQUEST TO PURCHASE NEW BROOM FOR THE ROMA RACETRACK

Officer's Title: Mayor

Executive Summary:

Mayor Golder advised that he had received information from users of the Roma Turf Club for Council to consider purchasing a new broom for the racetrack doubling the width of the current broom to increase productivity and reduce the time taken to complete the task.

Resolution No. GM/05.2020/17

Moved Cr Golder

Seconded Cr McMullen

That a report be prepared for an upcoming Council meeting.

CARRIED

8/0

Responsible Officer

Manager Facilities (Land, Buildings & Structures)

COUNCIL ADJOURNED THE MEETING
 FOR MORNING TEA AT 11.00AM

Cr. Ladbroke returned to the meeting room during recess

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 11.35AM

DECLARATION OF CONFLICTS OF INTEREST

Cr Hancock

Item	Title
C.7	Council News – May Edition Review
C.8	Community Newsletter – Bottle Tree Bulletin

Cr. Hancock declared a 'Conflict of Interest' in the matter of Item C.7 – Council News - May Edition Review, confirming that while she did not have a conflict with the newsletter, she noted that the report said the newsletter would be posted, and advised that her family owns a post office business.

Cr Hancock foreshadowed that she would deal with this conflict by leaving the room while the matter is discussed and voted on.

Cr. Hancock declared a 'Conflict of Interest' in the matter of C.8 – Community Newsletter – Bottle Tree Bulletin. Cr. Hancock further indicated that even though she did not have a direct conflict with the Bottle Tree Bulletin, with the distribution of same via a post office she might have a conflict.

Cr Hancock foreshadowed that she would deal with this conflict by leaving the room while the matter was discussed and voted on.

Cr O'Neil

Item	Title
C.24	Establishment of Cadetship

Cr. O'Neil declared a 'Conflict of Interest in Item C.24 – Establishment of Cadetship, due to an entity for which he is a non-executive Director being referenced in the report, and further that whilst this was not directly pertaining to the recommendation, given it was referenced, he wished to declare it.

Cr. O'Neil foreshadowed that he believed he could stay in the room and vote on the matter, but he would put to Council that decision.

Resolution No. GM/05.2020/18

Moved Cr McMullen

That Cr. O'Neil does not have either a real 'Conflict of Interest' or a perceived 'Conflict of Interest' in the matter and accordingly is free to participate in the meeting while the matter is discussed including voting on the matter.

NO VOTE TAKEN

[No vote was taken at that time, following further discussion, from which agreement was gained that the declaration would be re-visited, pending further advice, at a later point during the meeting when the item was again introduced]

CONFIDENTIAL ITEMS

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, Council resolved to close the meeting to discuss items C.1 – C.28, and LC.1 – LC.5 which it has deemed to be of a confidential nature and specifically pertaining to the following sections:

- (a) the appointment, dismissal or discipline of employees;
- (b) industrial matters affecting employees;
- (c) the local government budget;
- (e) rating concessions;
- (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/05.2020/19

Moved Cr McMullen

Seconded Cr Birkett

That Council close the meeting to the public (11.44am)

CARRIED

9/0

**COUNCIL ADJOURNED THE MEETING
FOR LUNCH AT 12.59PM**

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 2.04PM

The Chief Executive Officer returned to the meeting at 2.05pm.

Cr. Hancock, having previously foreshadowed a 'Conflict of Interest' for Items C.7 and C.8 for reasons stated under the Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the meeting at 2.20pm, taking no part in discussions on these matters.

Cr. Birkett, having previously foreshadowed a 'Conflict of Interest' for Item C.8 for reasons stated under the Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the meeting at 2.31pm, taking no part in discussions on these matters.

At cessation of discussion in relation to Items C.7 and C.8, Cr. Hancock returned to the meeting at 2.42pm.

At cessation of discussion in relation to Item C.8 Cr. Birkett returned to the meeting at 2.42pm.

Cr. Birkett, having previously foreshadowed a 'Conflict of Interest' for Item C.14 for reasons stated under the Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the meeting at 2.52pm, taking no part in discussions on this matter.

At cessation of discussion in relation to Item C.14, Cr Birkett returned to the meeting at 2.54pm.

Cr. O'Neil left the meeting at 4.19pm, and returned at 4.31pm.

Cr. Ladbrook, having previously foreshadowed a 'Conflict of Interest' for Item C.22 for reasons stated under the Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the meeting at 4.24pm, taking no part in discussions on this matter.

**COUNCIL ADJOURNED THE MEETING
FOR A BRIEF RECESS AT 4.59PM**

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 5.08PM**

Cr Edwards was not present at the resumption of Standing Orders

Resolution No. GM/05.2020/20

Moved Cr O'Neil

Seconded Cr McMullen

That Council open the meeting to the public (5.10pm).

CARRIED

8/0

Cr. Edwards returned to the meeting at 5.11pm.

Resolution No. GM/05.2020/21

Moved Cr O'Neil

Seconded Cr McMullen

That Council close the meeting to the public (5.12pm).

CARRIED

8/0

Cr. Hancock, having previously foreshadowed a 'Conflict of Interest' for Item C.24 left the room at 5.13pm, taking no part in discussion or debate on the matter.

Mayor Golder, having previously foreshadowed a 'Conflict of Interest' for Items LC.5 and LC.4 for the reasons stated under the Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the meeting at 5.51pm, taking no part in discussion or debate on the matters.

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

The Chief Executive Officer also left the meeting at 5.51pm having previously foreshadowed that she would remove herself from discussions when this matter was again introduced. The Deputy Chief Executive Officer, took the role of 'Acting CEO' in the Chief Executive Officer's absence.

Resolution No. GM/05.2020/22**Moved Cr McMullen****Seconded Cr O'Neil****That Council open the meeting to the public (6.34pm).****CARRIED****8/0**

The Mayor did not return to the meeting, 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 5.51pm, taking no part in discussion or debate on the matter.

The Chief Executive Officer did not return to the meeting for the following two (2) separate items as they both pertained to the Chief Executive Officer.

LATE CONFIDENTIAL AGENDA**Item Number:****LC.5****File Number: N/a****SUBJECT HEADING:****CHIEF EXECUTIVE OFFICER CONTRACT –
PREPARATION OF LETTER OF RESPONSE /
CORRESPONDENCE TO CRIME & CORRUPTION
COMMISSION (CCC)****[TITLE AMENDED ON RE-INTRODUCTION OF TOPIC]****Councillor's Title:****Cr. Geoff McMullen****Executive Summary:**

Earlier during the meeting, Council further discussed the preparation of a letter addressed to the CCC regarding Item 10.6 of Council's Meeting of 22 April 2020. This item was laid on the table earlier during the meeting. Council resumed deliberations.

Resolution No. GM/05.2020/23**Moved Cr Birkett****Seconded Cr Edwards****That Council endorse the following letter of response regarding the received request from the Crime & Corruption Commission as follows:****"Dear Mr MacSporran,**

We are writing to you as Councillors of the Maranoa Regional Council who have received emails on Monday 11 May 2020 individually regarding Complaint Regarding Proposed Action in Relation to the Chief Executive Officer's Contract.

At Council's Ordinary meeting held on Wednesday 13 May 2020, the following motions were tabled:

That Item Number 10.6 of Council's Meeting of 22 April 2020 (minutes attached) be taken from the table.

That in relation to Item Number 10.6 of Council's Meeting of 22 April 2020, Council consents to the motion taken from the table (described in Council's Meeting Minutes of 22 April 2020 as 'Resolution No. OM/04.2020/10) being withdrawn.

Yours sincerely

Councillor G.B. McMullen
 Deputy Mayor
 Maranoa Regional Council"

CARRIED

8/0

Responsible Officer	Acting Chair – Cr Geoff McMullen
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Item Number: LC.4

File Number: D20/40940

SUBJECT HEADING: CONTRACT MATTER - CHIEF EXECUTIVE OFFICER

Officer's Title: Chief Executive Officer

Executive Summary:

The report tabled a letter from Council's Chief Executive Officer, Ms Julie Reitano.

Resolution No. GM/05.2020/24

Moved Cr Taylor

Seconded Cr Guthrie

That Council:

- 1. Accept the variation as proposed by the Chief Executive Officer, including the next performance review date of 18 November 2020.**
- 2. Authorise the Mayor to sign the variance on behalf of Council.**

CARRIED

8/0

Responsible Officer	Mayor
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At cessation of discussion on the abovementioned item, Mayor Golder returned to the Chamber at 6.42pm and assumed the Chair.

The Chief Executive Officer returned to the Chamber at 6.42pm.

Cr. Edwards returned to the meeting at 6.43pm.

OTHER CONFIDENTIAL ITEMS

Item Number: C.1 File Number: D20/33702

SUBJECT HEADING: COVID-19 EXPANDED SUPPORT PACKAGE - RETICULATED NATURAL GAS CUSTOMERS

Officer's Title: Rates & Utilities Billing Officer

Executive Summary:

At the Ordinary meeting on 18 March 2020, Council endorsed an initial support package for the community in response to the unfolding COVID-19 pandemic - Resolution No. GM/03.2020/80.

This report proposed to continue and expand the support package for reticulated natural gas customers during this time.

Resolution No. GM/05.2020/25

Moved Cr O'Neil

Seconded Cr Hancock

That Council:

1. Endorse no gas disconnections for non-payment until 31 July 2020.
2. Waive reconnection fees for small businesses (commercial customers) that have ceased operation, until 31 July 2020.
3. Pause all debt recovery for outstanding gas accounts until 31 July 2020.
4. Remove all minimum charges for small businesses (commercial customers), only charging consumption, until 31 July 2020.
5. Review domestic customers, on a case by case basis, for removal of minimum charges, where they can demonstrate they are in financial hardship due to COVID-19 and are unable to receive assistance through the Queensland Government Home Energy Emergency Assistance Scheme.
6. Review the support package in accordance with any further advice received from the Australian Energy Regulator.
7. Issue a letter reminding customers of what assistance is available to unpaid customers after due date of current accounts.

CARRIED

9/0

Responsible Officer

Rates & Utilities Billing Officer

Item Number: C.2 File Number: D20/36923

SUBJECT HEADING: RECONSIDER APPLICATION FOR COMMUNITY ORGANISATION CONCESSION - ASSESSMENT 14000087

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

Executive Summary:

An application for Rates and Water Access Concession for Community Organisations was previously received and considered at a prior Council meeting. Upon requesting feedback from the applicant, this matter was tabled for Council's further consideration.

Resolution No. GM/05.2020/26

Moved Cr McMullen

Seconded Cr Golder

That Council:

1. Grant the applicant a “Concession Class B” concession in accordance with the Community Organisations – Rates and Charges Rebates and Concessions policy effective from 1 July 2019.
2. Request the applicant advise Council if their commercial (rental / lease) arrangements change.

[Wording amended by Cr McMullen from his original motion following a suggestion from Mayor Golder, Cr O’Neil and Cr Birkett].

CARRIED

9/0

Responsible Officer

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

Item Number:

C.3

File Number: D20/38760

SUBJECT HEADING:

**APPLICATION FOR COMMUNITY ORGANISATION
CONCESSION - ASSESSMENT 13002852**

Officer’s Title:

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

Executive Summary:

An application for Rates and Water Access Concession for Community Organisations has been received for Council’s consideration.

Resolution No. GM/05.2020/27

Moved Cr Guthrie

Seconded Cr Ladbrook

That Council grant the applicant a “Concession Class C” concession in accordance with the Community Organisations – Rates and Charges Rebates and Concessions policy effective from 1 January 2020.

CARRIED

9/0

Responsible Officer

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

Item Number:

C.4

File Number: D20/39844

SUBJECT HEADING:

**COVID-19 EXPANDED SUPPORT PACKAGE - RATES
RELIEF**

Officer’s Title:

Rates & Utilities Billing Officer

Executive Summary:

At the Council meeting on 18 March 2020, Council endorsed an initial support package for the community in response to the unfolding COVID-19 pandemic - Resolution No. GM/03.2020/80.

This report proposed to continue and expand the support package for rates relief for ratepayers during this time.

Resolution No. GM/05.2020/28

Moved Cr Golder

Seconded Cr McMullen

That Council:

1. Resolve to extend the current pause on external debt recovery (all outstanding rates and charges) to 31 July 2020.
2. Resolve to waive all interest payable between 26 February 2020 and 31 July 2020 on overdue rates or charges for all rateable land within the Council's local government area – estimated to be valued at approximately \$105,000.
3. Write to all ratepayers with overdue rates and charges advising them as a part of the Council's COVID-19 Support Package, the Council:
 - a. Will consider resolving to grant them a concession pursuant to section 121(b) of the *Local Government Regulation 2012*, by way of an agreement to defer payment of current rates and charges to 31 December 2021-2022, where:
 - i. They apply for such a concession; and
 - ii. Produce evidence satisfying the Council that the payment of the rates and charges will cause hardship to them due to the impacts of the current COVID-19 Public Health Emergency in terms of section 120(1)(c) of the *Local Government Regulation 2012*.
 - b. Will work with the ratepayer on a flexible payment schedule as a part of an agreement that the ratepayer will be required to enter into as a condition of the grant of any such concession, providing for the current rates and charges and all future rates and charges to be paid in full by the scheduled periodical instalments by 31 December 2022 at the latest.

NO VOTE TAKEN

[The Mayor original moved 31 December 2021 but subsequently amended it to 31 December 2022].

Responsible Officer

Rates & Utilities Billing Officer

Resolution No. GM/05.2020/29

Moved Cr O'Neil

Seconded Cr Hancock

That the dates in 3 a. and 3b. be moved to July 2021 in lieu of 31 December 2022:

MOTION LOST

2/7

Resolution No. GM/05.2020/30

Moved Cr O'Neil

That Council resolve to vote on each item individually.

Cr. Golder called for a division of the vote. The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Birkett	Cr. Edwards
Cr. Guthrie	Cr. Golder
Cr. Hancock	Cr. Ladbrook
Cr. O'Neil	Cr. McMullen
Cr. Taylor	

CARRIED

5/4

Resolution No. GM/05.2020/31

Moved Cr Golder

Seconded Cr McMullen

That Council resolve to extend the current pause on external debt recovery (all outstanding rates and charges) to 31 July 2020.

CARRIED

9/0

Responsible Officer

Rates & Utilities Billing Officer

Resolution No. GM/05.2020/32

Moved Cr Golder

Seconded Cr McMullen

That Council resolve to waive all interest payable between 26 February 2020 and 31 July 2020 on overdue rates or charges for all rateable land within the Council's local government area – estimated to be valued at approximately \$105,000.

CARRIED

9/0

Responsible Officer

Rates & Utilities Billing Officer

Resolution No. GM/05.2020/33

Moved Cr Golder

Seconded Cr McMullen

That Council write to all ratepayers with overdue rates and charges advising them that as a part of the Council's COVID-19 Support Package, the Council will consider resolving to grant them a concession pursuant to section 121(b) of the *Local Government Regulation 2012*, by way of an agreement to defer payment of current rates and charges to 31 December 2022, where:

- i. **They apply for such a concession; and**
- ii. **Produce evidence satisfying the Council that the payment of the rates and charges will cause hardship to them due to the impacts of the current COVID-19 Public Health Emergency in terms of section 120(1)(c) of the *Local Government Regulation 2012*.**

CARRIED

6/3

Cr. Golder called for a division of the vote. The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Edwards	Cr. Birkett
Cr. Golder	Cr. Hancock
Cr. Guthrie	Cr. O'Neil

Cr. Ladbrook	
Cr. McMullen	
Cr. Taylor	

Responsible Officer	Rates & Utilities Billing Officer
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Resolution No. GM/05.2020/34
Moved Cr Golder
Seconded Cr McMullen

That Council will work with the ratepayer on a flexible payment schedule as a part of an agreement that the ratepayer will be required to enter into as a condition of the grant of any such concession, providing for the current rates and charges and all future rates and charges to be paid in full by scheduled periodic instalments by 31 December 2022 at the latest.

CARRIED

6/3

Cr. Golder called for a division of the vote. The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Edwards	Cr. Birkett
Cr. Golder	Cr. Hancock
Cr. Guthrie	Cr. O'Neil
Cr. Ladbrook	
Cr. McMullen	
Cr. Taylor	

Responsible Officer	Rates & Utilities Billing Officer
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Item Number:
C.5
File Number: D20/34994
SUBJECT HEADING:
**COMMUNITY SAFETY FEES & CHARGES ADOPTION
(FINANCIAL YEAR 2020/21)**
Officer's Title:
Manager - Community Safety
Executive Summary:

The purpose of this report is to present the Community Safety proposed fees and charges for the 2020/21 financial year for adoption.

Cr O'Neil requested that the meeting separate out point 1 from the other 2 motions.

Resolution No. GM/05.2020/35
Moved Cr Golder
Seconded Cr McMullen

That a report to be prepared for an upcoming Council Meeting to commence the local law making process to amend *Local Law No.2 (Animal Management) 2011* and *Subordinate Local [Law] No.2 (Animal Management) 2011*, to remove mandatory cat registration.

CARRIED

7/2

Cr. Golder called for a division of the vote. The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Birkett	Cr. O'Neil
Cr. Edwards	Cr. Taylor
Cr. Golder	
Cr. Guthrie	
Cr. Hancock	
Cr. Ladbrook	
Cr. McMullen	

Responsible Officer	Manager - Community Safety
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Resolution No. GM/05.2020/36	
Moved Cr Golder	Seconded Cr Edwards
That the proposed new fees be introduced:	
a. Pet Id Tag (small) - \$5.00 per tag b. Pet Id Tag (large) - \$10.00 per tag c. Animal Surrender Fee – Cats \$100 Adult Cat (\$50 for a group / litter of Kittens up to 6 months) d. Animal Surrender Fee – Dogs \$160 Adult Dog (\$80 a litter of Puppies up to 6 months) e. Regulated Dog Tag - \$25.00 per tag f. Other animals (other than dog / cat) impound release fee \$50	
CARRIED	9/0

Responsible Officer	Manager - Community Safety
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Resolution No. GM/05.2020/37	
Moved Cr Golder	Seconded Cr Birkett
That Community Safety fees and charges for 2020/21 be set and adopted at 50% of the 2019/20 fees and charges, noting that these charges will apply to the 2020/21 animal registration renewal notices to be issued 1 June 2020. This is a COVID-19 initiative of Maranoa Regional Council.	
CARRIED	9/0

Responsible Officer	Manager - Community Safety
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Item Number: C.6 **File Number:** D20/38875

SUBJECT HEADING: RECOMMENDATION TO PURCHASE NINE (9) SINGLE CAB 4X2 UTILITIES

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

Executive Summary:

Requests for quotations were called for the supply & delivery of nine (9) Single Cab 4x2 Utilities via Vendor Panel (VP173132).

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

Resolution No. GM/05.2020/38

Moved Cr Golder

That Council:

1. **Select Black Auto Group (Black Toyota) as the recommended supplier of nine (9) Single Cabin 4x2 Utilities (manual transition) at a cost of \$317,787.84 including GST excluding registration and CTP insurance, for the reasons of:**
 - 5 year unlimited kilometre warranty
 - General resale
2. **Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Black Auto Group (Black Toyota) and raise purchase orders if the final terms are acceptable.**
3. **Assign expenditure to General Ledger 6551.**

NO VOTE TAKEN

Resolution No. GM/05.2020/39

Moved Cr Golder

That the matter lay on the table until next meeting to obtain further information regarding auto / manual transition.

CARRIED

9/0

Responsible Officer

Operations Manager – Plant, Fleet & Workshops

Cr Hancock, 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 7.19pm, taking no part in discussion or debate on the matter.

Item Number:

C.7

File Number: D20/38583

SUBJECT HEADING:

COUNCIL NEWS - MAY EDITION REVIEW

Officer's Title:

Lead Corporate Communications & Design Officer

Executive Summary:

Councillors' review of the Council News May 2020 edition draft was sought for the publication to progress to print.

Resolution No. GM/05.2020/40

Moved Cr O'Neil

Seconded Cr McMullen

That:

1. **Council note and approve the Council News May 2020 edition for print subject to final proofing.**
2. **Council news be disseminated through all the regional post offices in the Maranoa.**

CARRIED

8/0

Responsible Officer
Lead Corporate Communications & Design Officer

Cr. Hancock did not return to the meeting having previously foreshadowed a 'Conflict of Interest' in the following item for reasons stated under the Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,'

Cr Birkett, 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 7.21pm, taking no part in discussion or debate on the matter.

Item Number: C.8 **File Number:** D20/36634

SUBJECT HEADING: COMMUNITY NEWSLETTER - BOTTLE TREE BULLETIN

Officer's Title: Lead Corporate Communications & Design Officer

Executive Summary:

With the contract extension for the community newsletter Bottle Tree Bulletin due to expire on 30 June 2020, Council's views were sought on the future of the publication.

Resolution No. GM/05.2020/41
Moved Cr O'Neil
Seconded Cr Guthrie
That:

1. Council continue funding the community newsletter – Bottle Tree Bulletin.
2. A tender specification for the publication be drafted for Council's further consideration prior to public advertising of the tender at an upcoming formal meeting.
3. Council publically advertise the tender, inviting suitably qualified and experienced entities (individuals, community groups or companies) to submit a lump sum price (per issue) and supporting documentation for the design, production, printing and distribution of the community newsletter (Bottle Tree Bulletin).
4. This tender commence July 2020 for a 24 month period (ending June 2022).

CARRIED

7/0

Responsible Officer
Lead Corporate Communications & Design Officer

At cessation of discussion and debate on the abovementioned item, Cr. Birkett returned to the meeting at 7.24pm.

At cessation of discussion and debate on the abovementioned two (2) items, Cr. Hancock returned to meeting at 7.24pm.

Item Number: C.9

File Number: D20/35380

SUBJECT HEADING:
AGREEMENT FOR LICENCE TO USE FACILITIES - MITCHELL WORKSHOP
Officer's Title:
Operations Manager - Plant, Fleet & Workshops
Executive Summary:

The purpose of this report was to renew a long standing Agreement for Licence to use Facilities between Maranoa Regional Council and the Department of Transport and Main Roads for the use of Council's Mitchell workshop facility for the period 1 April 2020 to 31 March 2021.

Resolution No. GM/05.2020/42
Moved Cr Edwards
Seconded Cr Hancock
That:

1. Council authorise the Chief Executive Officer to sign the Agreement for Licence to use Facilities between Department of Transport and Main Roads (TMR) and Maranoa Regional Council for the use of the Mitchell workshop facilities from 1 April 2020 to 31 March 2021.
2. Council set the fee at \$124.85 (excluding GST) per day.
3. Revenue generated from this agreement be assigned to GL1551.1135.1015.

CARRIED
9/0
Responsible Officer
Operations Manager - Plant, Fleet & Workshops
Item Number:
C.10
File Number: D20/38611
SUBJECT HEADING:
RECOMMENDATION TO PURCHASE FOUR (4) LIGHT RIGID CREW CABIN 'JOB' TRUCKS
Officer's Title:
Operations Manager - Plant, Fleet & Workshops
Executive Summary:

The purpose of this report was to consider the assessment of quotations obtained via Vendor Panel for the supply of four (4) Light Rigid Crew Cabin 'Job' Trucks and recommendation.

Resolution No. GM/05.2020/43
Moved Cr McMullen
Seconded Cr Birkett
That Council:

1. Select Isuzu Australia Limited as the recommended supplier of four (4) Light Rigid Crew Cabin 'Job' Trucks at a total cost of \$380,908 including GST excluding registration and Compulsory Third Party insurance;
2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Black Trucks & Ag of Roma and raise purchase orders if the final terms are acceptable; and
3. Assign expenditure to General Ledger 6551.

CARRIED
9/0

Responsible Officer	Operations Manager - Plant, Fleet & Workshops
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Item Number: C.11 File Number: D20/35388

SUBJECT HEADING: EXCESS ANIMAL APPLICATION 2020-75 - EXCESS DOGS

Officer's Title: Animal Control / Community Safety Officer & Local Law Administrator

Executive Summary:

An excess animal application for two additional dogs was lodged with Council for consideration.

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

Resolution No. GM/05.2020/44

Moved Cr Golder

Seconded Cr Guthrie

That, in accordance with the provisions of *Local Law [No 1] (Administration) 2011* and *Local Law No 2 (Animal Management) 2011*, Council grants excess dog approval to keep the four (4) dogs stated in Excess Animal Application Number 2020/75 identified as microchip numbers Dog One 953010001063054, Dog Two 953010002533942, Excess Dog One 953010004047606 and Excess Dog Two 953010004166992 on the premises 9 Liverpool Street Mitchell, for a term of (1) one year subject to the following conditions:

- (a) this approval allows for a total of four (4) dogs to be kept on the premises and is limited to the four (4) identified dogs; and
- (b) if any identified dog dies or is relocated to other premises or is kept by another owner or keeper at other premises, the dog may not be replaced by another dog unless the keeping of the dogs on the premises is approved under another excess dogs approval; and
- (c) the approval holder must ensure each and every identified dog is:
 - (i) implanted with a prescribed permanent identification device in accordance with section 14 of the *Animal Management (Cats and Dogs) Act 2008*; and
 - (ii) registered with Council; and
- (d) the approval holder must take all reasonable steps to prevent each and every identified dog kept on the premises from making a noise or disturbance that causes a nuisance or disturbance to the occupiers of other premises; and
- (e) the approval holder must ensure that any enclosure in which any identified dog is kept on the premises is properly drained and that run-off is kept off adjoining premises; and
- (f) the approval holder must ensure that excreta, food scraps and other material that is, or is likely to become, offensive is collected daily and, if not immediately disposed of, is kept in a waste container of a kind approved by an authorised person; and
- (g) the approval holder must ensure that any enclosure in which any identified dog is kept on the premises is maintained in:
 - (i) a clean and sanitary condition and disinfected regularly; and

(ii) an aesthetically acceptable condition; and

- (h) the approval holder must ensure a proper enclosure is maintained on the premises in accordance with the requirements of *Local Law No. 2 (Animal Management) 2011*; and

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

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

CARRIED

9/0

Responsible Officer	Animal Control / Community Safety Officer & Local Law Administrator
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Item Number: C.12 File Number: D20/38376

SUBJECT HEADING: ROMA SALEYARDS FEES AND CHARGES - 2020/21

Officer's Title: Manager - Saleyards

Executive Summary:

This report is presented to Council to consider the proposed fees and charges for the Roma Saleyards for the 2020/21 financial year.

Resolution No. GM/05.2020/45

Moved Cr Golder

Seconded Cr McMullen

That Council approve the 2020/21 Roma Saleyards Fees and Charges to be set at the same fees as 2019/20 with the exception of the deceased stock disposal to be increased to \$120 (including GST), to cover the costs associated with the disposal of carcasses at Council's waste facility.

[Wording amended by Cr Golder from his original motion following Council's discussions].

CARRIED

9/0

Responsible Officer	Manager - Saleyards
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Item Number: C.13 File Number: D20/34907

SUBJECT HEADING: JAMES COOK UNIVERSITY - RENEWAL OF SERVICED OFFICE AGREEMENT ROMA COMMUNITY HUB

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

Executive Summary:

James Cook University has advised Council that it wished to extend the Serviced Office Agreement for Office 8 within the Roma Community Hub for a further twelve month period expiring 14 May 2021.

Resolution No. GM/05.2020/46

Moved Cr O'Neil

Seconded Cr Ladbrook

That Council agree to renew the Serviced Office Agreement for a further twelve month period expiring 14 May 2021, to an agreed rental amount of \$550 per month GST inclusive.

CARRIED

9/0

Responsible Officer

**Facility Lease Management & Housing
Officer / Team Coordinator**

Cr Birkett, 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 7.42pm, taking no part in discussion or debate on the matter.

Item Number:

C.14

File Number: D20/37894

SUBJECT HEADING:

**MITCHELL RETURNED AND SERVICES LEAGUE (RSL)
AND COMBINED SPORTS CLUB INC**

Officer's Title:

Administration Officer - Land Administration

Executive Summary:

A management agreement has been negotiated with the Mitchell RSL and Combined Sports Club Inc for the use of land and sporting facilities located off Ann Street, Mitchell and described as Lot 115 on DL335. The agreement is presented for Council's endorsement.

Resolution No. GM/05.2020/47

Moved Cr Hancock

Seconded Cr Edwards

That Council:

- 1. Enter into the management agreement as presented with the Mitchell RSL and Combined Sports Club Inc commencing 1 June 2020 for a period of five (5) years in respect to the land and sporting facilities located on land described as Lot 115 on DL335.**
- 2. Authorise the Chief Executive Officer, or delegate, to execute the management agreement.**

CARRIED

8/0

Responsible Officer

Administration Officer - Land Administration

At cessation of discussion and debate on the abovementioned item, Cr. Birkett returned to the meeting at 7.44pm.

Item Number: C.15 **File Number:** D20/37585
SUBJECT HEADING: COVID-19 TASKFORCE
Officer's Title: Manager - Economic & Community Development
 Project Officer

Executive Summary:

Commerce Roma and Visit Roma have joined forces to create the COVID-19 Recovery Action Taskforce for the Maranoa Region. The taskforce is focused on driving a regional economic development recovery plan and is dedicated to formulating a number of achievable actions to ensure economic sustainability for the region.

Resolution No. GM/05.2020/48

Moved Cr O'Neil

Seconded Cr Golder

That:

1. Council take a lead in the COVID-19 Recovery Plan Taskforce as a welcome opportunity to partner with the community for our region.
2. Council allocate a budget of \$111,500 from Work Order # W21881.
3. A report be presented on an action plan for a regional approach to COVID-19 at the Ordinary meeting on 27 May 2020.
4. A plan be developed for how staff across the region can assist in the coordination and delivery of the action plan.

[Wording amended by Cr O'Neil from his original motion following a suggestion by the Mayor and discussion about the inclusion of the wording 'across the region'].

CARRIED

9/0

Responsible Officer

**Manager - Economic & Community
Development**

Item Number: C.16 **File Number:** D20/38373
SUBJECT HEADING: APPLICATION FOR FUNDING - QUEENSLAND FERAL
 PEST INITIATIVE - ROUND 4
Officer's Title: Rural Land Services & Funding Officer / Team
 Coordinator

Executive Summary:

Council has been invited to apply for funding under the Queensland Feral Pest Initiative Round 4 for projects that provide enhancement to existing pest plant and animal control programs. Projects should work across the broader landscape and build capacity of Council Rural Lands staff and landholders to control feral pests on their land.

Resolution No. GM/05.2020/49

Moved Cr McMullen

Seconded Cr Ladbrook

That Council:

1. Submit a joint application for funding under the Queensland Feral Pest Initiative – Round 4 in partnership with Goondiwindi Regional Council and Balonne Shire Council.

2. Provide a letter of support to the Balonne Shire Council as the lead applicant for the funding.
3. Authorise the Chief Executive Officer to enter into an agreement with Balonne Shire Council, Goondiwindi Regional Council and The Queensland Department of Agriculture and Fisheries, should the application be successful.
4. Enter into negotiations with Warroo Game Meats regarding the supply of bait meat for the project, should the application be successful.

CARRIED

9/0

Responsible Officer	Rural Land Services & Funding Officer / Team Coordinator
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Item Number: C.17 File Number: D20/39216

SUBJECT HEADING: COVID-19 RECOVERY PACKAGE - ENVIRONMENTAL HEALTH FEES AND CHARGES

Officer's Title: Environment, Health Administration & Inspections Officer

Executive Summary:

As a result of the COVID19 pandemic and the impact it has had on businesses within the tourism and hospitality industry. Council could consider waiving licensing and permit fees for food businesses (including footpath dining), caravan parks and potable water carriers.

Resolution No. GM/05.2020/50

Moved Cr Hancock

Seconded Cr McMullen

That Council consider in its operating budget deliberations, and as part of its overall response to the coronavirus pandemic waiving the 2020/21 licensing and permit fees for food businesses (including footpath dining), caravan parks and potable water carriers.

CARRIED

9/0

Responsible Officer	Environment, Health Administration & Inspections Officer
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Item Number: C.18 File Number: D20/38851

SUBJECT HEADING: DRIVING ECONOMIC GROWTH AND NEW DEVELOPMENT IN RESPONSE TO THE CORONAVIRUS PANDEMIC

Officer's Title: Lead Town Planner

Executive Summary:

As part of its overall response to the Coronavirus pandemic, Council could consider waiving some planning assessment and plumbing inspection fees as well as the partial deferral of infrastructure charges in the immediate to short term. This could provide support and relief to the development community, and may help to drive a range of new development projects in the region.

Resolution No. GM/05.2020/51
Moved Cr Golder
Seconded Cr Ladbrook

That Council consider in its operating budget deliberations, and as part of its overall response to the Coronavirus pandemic:

- a) waiving certain development assessment and plumbing inspection fees (excluding reconfiguring of lot applications) until 31 December 2020; and
- b) imposing a 2-year currency period on development permits issued under the fee concession provided in paragraph a); and
- c) continue charging full development assessment fees for development permits with a currency period that exceeds 2 years; and
- d) allowing 100% waiving of the total infrastructure charges until June 2021 (excluding reconfiguring of lot applications).

[Wording amended by Cr Golder from his original motion following Council's discussions].

CARRIED
9/0

Responsible Officer	Lead Town Planner
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Item Number:
C.19
File Number: D20/36725
SUBJECT HEADING:
**ROAD MAINTENANCE PERFORMANCE CONTRACT
2020/21**
Officer's Title:
Manager - Maintenance Delivery & Works
Executive Summary:

Through Council's existing sole invitee status with the Department of Transport & Main Roads, Council has been offered the opportunity to tender for a Road Maintenance Performance Contract (RMPC) with the Department of Transport & Main Roads for financial year 2020/21.

Resolution No. GM/05.2020/52
Moved Cr Birkett
Seconded Cr McMullen

That Council authorise the Chief Executive Officer or delegate to sign both the tender submission and the resulting Road Maintenance Performance Contract with the Department of Transport & Main Roads for 2020/21 to the value of \$3,734,510 GST Exclusive.

CARRIED
9/0

Responsible Officer	Manager - Maintenance Delivery & Works
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Item Number:
C.20
File Number: D20/38632
SUBJECT HEADING:
NEGOTIATIONS FOR AIRLINE RELIEF DUE TO COVID-19
Officer's Title:
Manager - Airports (Roma, Injune, Surat, Mitchell)
Executive Summary:

As a result of the COVID-19 pandemic, the domestic aviation industry has realised a significant reduction in passenger movements across the country. This has financially impacted not only airport operations, but airline partners to a great extent.

Roma Airport has received correspondence from an airline partner requesting consideration of financial relief in the face of the significant reduction in passengers and services. This report sought to advise Council of the background to the request and a pathway forward for consideration.

Resolution No. GM/05.2020/53

Moved Cr Golder

Seconded Cr Edwards

That Council:

1. Authorise the payment deferral of landing fees for particular Regular Public Transport operations at Roma Airport as identified in the Officer's report, for a period of 6 months commencing 1 April 2020.
2. Be provided with an update at a meeting in July 2020.

[Wording amended by Cr Golder from his original motion following discussion].

CARRIED

9/0

Responsible Officer

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

Item Number:

C.21

File Number: D20/34577

SUBJECT HEADING:

**ROMA AND SURAT AERODROME COMPLIANCE
INSPECTION REPORTS**

Officer's Title:

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

Resolution No. GM/05.2020/54

Moved Cr O'Neil

Seconded Cr Taylor

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

CARRIED

9/0

Responsible Officer

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

Cr Ladbrook, 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 8.01pm, taking no part in discussion or debate on the matter.

Item Number:

C.22

File Number: D20/36181

SUBJECT HEADING:

UNNAMED SECTION OF ROAD OFF HUMPHREYS ROAD

Officer's Title:

**Deputy Director / Strategic Road Management
Assets Officer - Transport Network**

Executive Summary:

An unnamed section of road off Humphreys Road has been the subject of several ongoing matters raised by residents living in the area.

An update was provided to Council on 22 April 2020, where it was resolved that a subsequent report, outlining the main topics of concerns raised by residents, be tabled to the Council Meeting on 13 May 2020 for Council's consideration.

This report provided Council with further information on each of the matters, and outlines a number of possible options to consider.

Resolution No. GM/05.2020/55

Moved Cr Golder

Seconded Cr McMullen

That:

1. Council advise the applicant that the request for a Permit to Occupy the unnamed road reserve off Humphreys Road adjacent to lot 11 on WAL53496 is not supported as this section of road reserve is gazetted, and is currently being used for the purposes of a public road, and the level of vehicular traffic on the public road is such that it is not appropriate for Council to support the grant of a Permit to Occupy.
2. Council write to the owner of lot 11 on WAL53496 with a view to:
 - a) discussing the fencing of the northern boundary of the road reserve where the road abuts Lot 11 on WAL53496 to the extent that the land is not currently fenced and the removal of the gates which are currently installed on the road;
 - b) invite the owner to advise, in writing, any concerns associated with the fencing of the road on the southern boundary where the road abuts Lot 11 on WAL53496;
 - c) advise the owner of the level of compensation and assistance available under the Incentive to Fence Out sections of Council's current Gates and Grids Policy.
3. The current unnamed section of the road between the end of Humphries Road and Brookfield Road to be added to the Rural Roads Register.

CARRIED

8/0

Responsible Officer	Deputy Director / Strategic Road Management
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At cessation of discussion and debate on the abovementioned item, Cr. Ladbrook returned to meeting at 8.05pm.

Item Number: C.23 **File Number:** D20/37420

SUBJECT HEADING: CROSSROADS ROAD REALIGNMENT - LANDOWNER COMPENSATION AGREEMENT

Officer's Title: Deputy Director / Strategic Road Management
Project Officer - Program & Contract Management

Executive Summary:

Council is in the process of completing the design for the next section of the Crossroads Road Upgrade Project. The project was triggered as a result of the increased Coal Seam Gas activity in the area, and will be delivered in accordance with the Road Infrastructure Agreement with Australia Pacific Liquefied Natural Gas (APLNG).

Design for the Crossroads Road upgrade has identified that the current road alignment is outside the current road reserve.

This report provided a summary of the actions required to formalise this section of road reserve area as part of the upgrade project.

Resolution No. GM/05.2020/56

Moved Cr McMullen

Seconded Cr Edwards

That Council authorise the Chief Executive Officer or delegate to:

- 1. Formally enter into a Road Agreement with the landowner of Lot 25 on Plan BWR101.**
- 2. Complete the required actions with the Department of Natural Resources, Mines and Energy to effect a road opening action to formalise the realignment of Crossroads Road at approximately Chainage 8240 – 8460.**

CARRIED

9/0

Responsible Officer

Deputy Director / Strategic Road Management

Cr Hancock, 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 8.07pm, taking no part in discussion or debate on the matter.

Item Number:

C.24

File Number: D20/37056

SUBJECT HEADING:

ESTABLISHMENT OF CADETSHIP

Officer's Title:

Human Resources & Training Advisor

Executive Summary:

The report sought Council approval for the establishment of a cadetship program and the transitioning of the position of Trainee – Technical Engineering (Design) to Cadet – Civil Designer.

Resolution No. GM/05.2020/57

Moved Cr O'Neil

Seconded Cr Birkett

That Council:

- 1. Approve the establishment of a cadetship program.**
- 2. Offer a Cadetship in a Bachelor of Engineering Science (Civil Engineering).**
- 3. Authorise the Chief Executive Officer or delegate to approve and sign a Bonded Service Agreement between Council and the successful candidate.**
- 4. Endorse the change of position title within the Organisational Structure from Trainee – Technical Engineering (Design) to Cadet - Civil Designer (1011).**

CARRIED

8/0

Responsible Officer

Human Resources & Training Advisor

At cessation of discussion and debate on the abovementioned item, Cr. Hancock returned to the meeting at 8.08pm.

Item Number: C.25 File Number: D20/37696

SUBJECT HEADING: ALLOCATION OF FUNDS FOR MAINTENANCE TO THE MUNGALLALA PROGRESS & SPORTING ASSOCIATION

Councillors Title: Mayor

Executive Summary:

Mayor Golder brought forward for Council's consideration the possibility of allocating funds for maintenance to the Mungallala Progress Association to improve the town.

Resolution No. GM/05.2020/58

Moved Cr Golder

Seconded Cr Guthrie

That a report be prepared for an upcoming Council meeting.

CARRIED

9/0

Responsible Officer

Deputy Director Infrastructure Services /
Strategic Road Management

Item Number: C.26 File Number: D20/37669

SUBJECT HEADING: MAINTENANCE SCHEDULE FOR CAMPBELLS PARK

Councillor's Title: Mayor

Executive Summary:

Mayor Golder requested that Council have slashing at Campbell's Park put on the maintenance schedule to improve the amenity of the park as the first step in improving this recreational area.

Resolution No. GM/05.2020/59

Moved Cr Golder

Seconded Cr Taylor

That a report be prepared for an upcoming Council meeting.

CARRIED

9/0

Responsible Officer

Manager - Maintenance Delivery & Works

Item Number: C.27 File Number: D20/39556

SUBJECT HEADING: PARTNERSHIP AGREEMENT

Author Title: Mayor

Executive Summary:

The Mayor presented this report with a view to increase local job creation opportunities. The report seeks to explore the options and timeframe to disband the alliance on building roads partnership between Roadtek (TMR) and Council.

Resolution No. GM/05.2020/60

Moved Cr Golder

Seconded Cr Edwards

That a report be prepared for an upcoming Council meeting.

CARRIED

9/0

Responsible Officer

Deputy Director Infrastructure Services /
Strategic Road Management

Item Number:

C.28

File Number: D20/40107

SUBJECT HEADING:

FURTHER INFORMATION - ROMA CEMETERY -
REQUEST TO INSTALL STREET BOLLARDS

Officer's Title:

Manager - Communication, Information & Administration
Services

Executive Summary:

The original request for street bollards to be installed at the street intersection of Lewis and Conlan Street, Roma outside the Roma Cemetery was brought before Council at the meeting 22 April 2020. Resolution OM/04.2020/32 asked for further installation options and costing to be presented at this meeting for Council's consideration.

Resolution No. GM/05.2020/61

Moved Cr O'Neil

Seconded Cr Golder

That:

1. Council install Option 3 – Hazard Intersection Signage; a road sign that is designed for T-intersections, with costs for the project to come from the current cemetery maintenance budget. (Work Order 14155.2445).
2. A hedge be placed at the base of the sign, along with additional gum trees adjacent to the cemetery fence.
3. A letter be sent to the resident who wrote to Council regarding this matter.

[Wording amended by Cr O'Neil from his original motion following suggestions by the Mayor and Cr Hancock and discussion].

CARRIED

9/0

Responsible Officer

Manager - Communication, Information &
Administration Services / Deputy Director
Infrastructure Services / Strategic Road
Management

LATE CONFIDENTIAL ITEMS

Item Number:

LC.1

File Number: D20/39336

SUBJECT HEADING:

REQUEST TO DEFER RATES AND CHARGES DUE TO
HARDSHIP - ASSESSMENT 12000717

Officer's Title:

Rates & Utilities Billing Officer

Executive Summary:

Council requested the ratepayers provide evidence of financial hardship to allow for deferment of rates and charges for six months due to COVID-19.

Resolution No. GM/05.2020/62
Moved Cr O'Neil
Seconded Cr McMullen

That Council accept that the applicant has provided evidence that satisfies the Council that the payment of the current rates and charges will cause financial hardship to the applicant in terms of section 120(1)(c) of the *Local Government Regulation 2012*.

[Wording amended by Cr O'Neil from his original motion following discussion].

CARRIED
9/0
Responsible Officer
Rates & Utilities Billing Officer
Item Number:
LC.2
File Number: D20/37088
SUBJECT HEADING:
ROMA BIGGER BIG RIG PROJECT UPDATE
Officer's Title:
**Deputy Director / Strategic Road Management
Project Officer - Program & Contract Management**
Executive Summary:

At the Special Meeting on 21 February 2020, Council resolved through Resolution SM/02.2020/29 to select J Hutchinson Pty Ltd as the preferred tenderer for Tender 20019 – The Bigger Big Rig Observation Tower & Treetop Walkway.

This report provided Council with an update on the negotiations, and other project activities that have occurred since the Special Meeting on 20 February 2020.

Resolution No. GM/05.2020/63
Moved Cr O'Neil
Seconded Cr Hancock

That Council receive and note this report by way of update regarding The Bigger Big Rig Observation Tower & Treetop Walkway Project, and write to the relevant minister.

CARRIED
9/0
Responsible Officer
**Deputy Director / Strategic Road
Management**
Item Number:
LC.3
File Number: D20/40939
SUBJECT HEADING:
CONDITION OF AMBY TOWN WATER
Councillor's Title:
Mayor
Executive Summary:

A letter was received through the Office of the Mayor on 6 May 2020 with a complaint in relation to the Amby town water.

Resolution No. GM/05.2020/64
Moved Cr Golder
Seconded Cr McMullen
That:

- 1. Council receive and note the letter as presented.**

2. A report be prepared for an upcoming Council meeting.

CARRIED

9/0

Responsible Officer

Manager - Water, Sewerage & Gas

Item Number:

L.1

File Number: D20/40946

SUBJECT HEADING:

INTERIM REPRESENTATIVE ARRANGEMENTS - SOUTH WEST REGIONAL ROADS AND TRANSPORT GROUP (SWRRTG) & SOUTH WEST REGIONAL ECONOMIC DEVELOPMENT (SWRED)

Officer's Title:

Lead Officer - Elected Members & Community Engagement

Executive Summary:

The report tables a proposal for Council to consider representation / attendance at upcoming meetings for the South West Regional Roads and Transport Group and South West Regional Economic Development (SWRED) meetings.

Cr McMullen requested that the motions be split.

Resolution No. GM/05.2020/65

Moved Cr Hancock

Seconded Cr Taylor

That Council nominate as an interim Councillor delegates:

- **Cr. McMullen for attendance at the South West Regional Roads and Transport Group Meeting on 27 May 2020.**
- **Cr. O'Neil for attendance at the South West Regional Economic Development meeting on 28 May 2020.**

MOTION LOST

3/6

Resolution No. GM/05.2020/66

Moved Cr Golder

Seconded Cr Guthrie

That Cr McMullen represent for the South West Regional Roads and Transport Group (SWRRTG).

[Wording amended by Mayor Golder from his original motion following discussion. The intention was also to explore an electronic option for attendance at the South West Regional Roads and Transport Group (SWRRTG) as the next meeting is on a Council meeting day].

Cr. Golder called for a division of the vote. The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Birkett	Cr. O'Neil
Cr. Edwards	
Cr. Golder	
Cr. Guthrie	
Cr. Hancock	
Cr. Ladbrook	
Cr. McMullen	
Cr. Taylor	

CARRIED

8/1

Responsible Officer

 Deputy Director / Strategic Road
 Management / Lead Officer – Elected
 Members & Community Engagement

Resolution No. GM/05.2020/67

Moved Cr Golder

Seconded Cr McMullen

That Council approve interim delegates for attendance at the South West Regional Economic Development (SWRED) meeting on 28 May 2020 - Cr. Guthrie as one representative, and Cr. Golder as the other representative.

CARRIED

7/2

Cr. Golder called for a division of the vote. The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Birkett	Cr. Hancock
Cr. Edwards	Cr. O'Neil
Cr. Golder	
Cr. Guthrie	
Cr. Ladbrook	
Cr. McMullen	
Cr. Taylor	

Responsible Officer

 Lead Officer – Elected Members &
 Community Engagement / Manager
 Economic & Community Development

Item Number:

13.3

File Number: D20/37574

SUBJECT HEADING:

REQUEST FOR SPONSORSHIP

Officer's Title:

 Local Development Officer - Mitchell
 Specialist - Arts & Culture

Executive Summary:

The Management committee for the Maranoa Arts Gateway in Mitchell approached Council seeking sponsorship of \$500 to assist with the delivery of a South West Queensland Virtual Exhibition. This will allow the Virtual Exhibition to obtain sponsorship for prizes for entrants in specific categories during COVID-19.

This item had been laid on the table earlier during the meeting for further information - this now to hand, Council resumed its deliberations.

Resolution No. GM/05.2020/68

Moved Cr McMullen

Seconded Cr Guthrie

That Council:

1. Approve the sponsorship request from the Management Committee of the Maranoa Arts Gateway, Mitchell.

2. Provide financial support at the requested cost of \$500 (GST exclusive) to be allocated to the Council's sponsorship budget General Ledger 2887 through an internal transfer.
3. Request the Management Group of the Maranoa Arts Gateway reflect Council's contribution towards the Virtual Exhibition.

CARRIED

9/0

Responsible Officer

Local Development Officer - Mitchell

CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 8.37pm.

These Minutes are to be confirmed at the next Ordinary Meeting of Council to be held on 27 May 2020, at Roma Administration Centre.

.....
Mayor.

.....
Date.

MINUTES OF THE SPECIAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 20 MAY 2020 COMMENCING AT 9.10AM

ATTENDANCE

Mayor Cr T D Golder chaired the meeting with Deputy Mayor Cr G B McMullen, Cr J R P Birkett, Cr M C Edwards, Cr J L Guthrie, Cr J M Hancock, Cr W L Ladbrook, Cr C J O'Neil, Cr W M Taylor, Chief Executive Officer – Julie Reitano and Minutes Officer – Brittany Lafrenais in attendance.

AS REQUIRED

Deputy Chief Executive Officer/Director Development, Facilities & Environmental Services – Rob Hayward, Director Corporate & Community Services – Sharon Frank, Deputy Director / Strategic Road Management, Manager Economic & Community Development – Ed Sims.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.10am

DECLARATION OF CONFLICTS OF INTEREST

There were no declarations of Conflicts of Interest.

CONSIDERATION OF NOTICES OF MOTION

Item Number: 5.1 File Number: D20/42049

SUBJECT HEADING: PROPOSAL BY MAYOR TYSON GOLDER TO AMEND
RESOLUTION SM/02.2020/29 - TENDER 20019 -
EVALUATION REPORT - BIGGER BIG RIG
OBSERVATION TOWER AND TREEWALK

Author Title: Chief Executive Officer

Resolution No. SM/05.2020/01

Moved Cr Golder

Seconded Cr McMullen

That Council amend resolution SM/02.2020/29 as follows:

FROM

That Council:

1. ***Select J Hutchinson Pty Ltd as the preferred tenderer.***
2. ***Authorise the Chief Executive Officer or delegate to progress negotiations and accept the tender if the final terms are acceptable to both parties, and subject to approval of Council's loan application. Further, that the negotiations seek to maximise the local content and to reduce the overall cost of the project.***

TO

That Council:

1. ***Select J Hutchinson Pty Ltd as the preferred tenderer.***
2. ***Authorise the Chief Executive Officer or delegate to progress negotiations. Further, that the negotiations seek to maximise the local content and to reduce the overall cost of the project.***
3. ***Further consider whether or not to award the tender at the earliest possible meeting.***

Cr. 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. Birkett	Cr. Hancock
Cr. Edwards	Cr. O'Neil
Cr. Golder	
Cr. Guthrie	
Cr. Ladbroke	
Cr. McMullen	
Cr. Taylor	

CARRIED

7/2

Responsible Officer

Deputy Director / Strategic Road
Management / Chief Executive Officer

BUSINESS

Item Number:

6.1

File Number: D20/42520

SUBJECT HEADING:

BUDGET DEADLINE EXTENSION

Officer's Title:

Executive Customer Service Officer - Office of the Mayor
& CEO

Executive Summary:

The Mayor has proposed that a request be made to the Minister to grant an extension of 60 days to the 2020/21 budget deadline because of COVID-19 effects and to allow for extra budget consultation with the community.

Resolution No. SM/05.2020/02

Moved Cr Golder

Seconded Cr Birkett

That Council write to the Minister for Local Government to request for an extension of 60 days to the budget deadline because of COVID-19 effects and to allow for extra budget consultation with the community.

CARRIED

9/0

Responsible Officer

Executive Customer Service Officer - Office
of the Mayor & CEO

Item Number:

6.2

File Number: D20/42916

SUBJECT HEADING:

SURAT BORE WATER ALLOCATION

Officer's Title:

Manager - Water, Sewerage & Gas

Executive Summary:

Council has external funding for a new bore in Surat. The item considered how Council might secure a water allocation for the new bore.

Resolution No. SM/05.2020/03

Moved Cr McMullen

Seconded Cr Hancock

That Council:

1. Make application to the Department of Natural Resources Mines and Energy for the allocation of water transfer of 80ML per annum from the State Reserve in Surat.
2. Authorise the Chief Executive Officer, or delegate, to sign all documents to give effect to Council's resolution and to enable the project to proceed.

CARRIED

9/0

Responsible Officer

Manager - Water, Sewerage & Gas

CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 12.27pm.

These Minutes are to be confirmed at the next Ordinary Meeting of Council to be held on 27 May 2020, at 9.00am.

.....
Mayor.

.....
Date.

OFFICER REPORT

Meeting: Ordinary 27 May 2020

Date: 21 May 2020

Item Number: 10.1

File Number: D20/44670

SUBJECT HEADING: Proposed Budget Submissions & Financial Planning Standing Committee and Draft Policy (Terms of Reference)

Classification: Open Access

Officers' Titles: Director - Corporate & Community Services
Chief Executive Officer

Executive Summary:

This report proposes the formation of a Budget Submissions & Financial Planning Standing Committee.

A draft Policy (Terms of Reference) for the Committee is attached for Council's consideration.

Officer's Recommendation:

That Council:

1. Approve the formation of a Budget Submissions & Financial Planning Standing Committee.
2. Adopt the Policy (Terms of Reference) for the Committee.

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?

This matter is tabled at the request of the new Councillors following informal discussions on 6 May 2020 and 20 May 2020. A draft Terms of Reference (Policy) has been prepared for Council's formal review.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

This report proposes the formation of a Budget Submissions & Financial Planning Standing Committee, comprising all elected members (as the Mayor and Councillors all have equal decision-making responsibilities in relation to the annual budget and other financial planning documents).

The formation of the Standing Committee aims to:

- Assist all individual elected members (Mayor and Councillors) with their equal responsibility to participate in Council meetings, policy development and decision-making;
- Enable adoption and amendment of the budget in the legislative timeframes;
- Assist Councillors meet their obligations with respect to disbursements and spending.

Agendas will provide for discussion of:

- Overall parameters for how the budget should be frames (e.g. cost indices);
- Budget submissions including:
 - Proposals by elected representatives (mayor and councilors);
 - Operating budgets prepared by function leaders and the management team;
 - Proposed capital works having regards to asset management plans;
 - Community request for budget consideration;
- Information from employees or advisors with specialist / technical knowledge;
- Requests for information (S170A) pertaining to budget submissions or financial planning;
- Budget options for revenue (including rates) and expenditure;
- Draft rating resolutions;
- Draft revenue statement;
- Suggestions from employees for funding that will improve Council's service delivery
- Financial policies that may need to be updated as part of the budget process;
- Other financial planning documents (e.g. corporate plan, operational plan, long-term asset management plan, long-term financial forecast);
- Alignment of the budget with the corporate and operational plan;
- Draft fees and charges schedule;

- Potential sources of additional funding'
- Consideration of whether Council should apply the code of competitive conduct to business activities;
- The risks Council's operations are exposed to, to the extent they are relevant to financial management and the control measures adopted to manage the risks;
- Initiatives to progress the State Auditor-General's recommendation for Queensland local governments;
- Other business that may have financial impacts on Council's budget;
- Results of community consultation for the budget;
- Deputations for community members wishing to put forward budget submissions.

The Standing Committee then debates the matters and makes recommendations for the purpose of compiling the draft budget for adoption at the Budget meeting.

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 Act 2009
12 Responsibilities of councilors

...

(4)The mayor has the following extra responsibilities—

...

(f) being a member of each standing committee of the local government;

Schedule 4 Dictionary

Standing committee, of a local government, means a committee of its councillors that meets to discuss the topic decided by the local government when establishing the committee.

Local Government Regulation 2012

264 Appointment of committees

(1)A local government may—

(a) appoint, from its councillors, standing committees or special committees;

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)

This is a new draft policy (Terms of Reference) for the proposed Budget and Financial Planning Standing Committee.

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)

- Councillors
- Chief Executive Officer and Directors

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.

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?

Not applicable.

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 Standing Committee develops the draft budget for the next 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)

Interested Party: Department of Local Government, Racing and Multicultural Affairs
Their key interest is that the meetings comply with the *Local Government Act 2009* and the *Local Government Regulation 2012*.

Further that:

- budgets are adopted in accordance with the legislative timeframes and that the contents specifically comply with Section 169 of the *Local Government Regulation 2012*.
- the Local Government Principles are complied with in developing the budget.

Interested Party: Residents of the Maranoa area

Their key interest is that all Councillors represent their current and future interests.

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
Legislative	The proposed standing committee and its meetings are in accordance with the relevant legislation.

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)

To establish a Budget Submissions & Financial Planning Standing Committee and adopt the Policy (Terms of Reference) for the Committee.

Recommendation:

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

That Council:

1. Approve the formation of a Budget Submissions & Financial Planning Standing Committee.
2. Adopt the Policy (Terms of Reference) for the Committee.

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 Operational Plan Function:

Corporate Plan 2018-2023

Strategic Priority 2: Delivering strong financial management

2.1 Financial Planning

Supporting Documentation:

1  Draft Terms of Reference (Policy) - Budget Submissions and Financial Planning Standing Committee D20/45048

Report authorised by:

Chief Executive Officer

COUNCIL POLICY: BUDGET AND FINANCIAL PLANNING STANDING COMMITTEE - TERMS OF REFERENCE

Title of meeting

Budget and Financial Planning Standing Committee

What is a Budget?

An **annual budget including revenue statement** is one of five financial planning documents prepared for a local government (Council) and it forms part of the system of financial management required for each Council in Queensland. The budget is for a financial year (July to June).

For a budget to be compliant with the local government legislation it must be prepared on a particular basis, and comprise specific content including a long-term forecast (minimum 10 years).

Details of the budget requirements are included in Attachment A. However, the Act and Regulations also include further instructions for councils about what is to be included in all the financial planning documents.

It is important to note that the budget must be consistent with the following documents of the local government—

- (a) its 5-year corporate plan;
- (b) its annual operational plan.

In short, the annual operational plan details **what** we are going to do, and the budget is **how** we will **fund** it.

Financial planning is included in the title of the Standing Committee because the budget is only one document (albeit an important one) in a suite of a local government's financial planning documents.

Why a special focus on the budget?

- The annual budget is the result of many budget submissions that collectively become the single largest financial decision of all Councillors (collectively) each financial year (2019/20 - \$144.4 million).
- A local government may only decide the rates and charges to be levied for a financial year at the budget meeting for the financial year (i.e. this is the one and only opportunity to make the decision and it must be legally correct).
- The delivery of services and projects each year is dependent on the collection of rates and charges.
- How any Council decides to collect rates from across all the different categories of ratepayers is not a simple task. In 2019/20 for instance, there were 64 categories for general rates alone – each comprising a rate in the dollar, minimum general rate and whether or not any increase from one year to the next was capped (and if so at what percentage).

COUNCIL POLICY: BUDGET AND FINANCIAL PLANNING STANDING COMMITTEE - TERMS OF REFERENCE

- The funding available to councils is limited / finite but what is needed or wanted for our region is far in excess of the funding available. Therefore working out which projects can be funded and which ones can't is one of the biggest challenges each year for Councillors.
- It is important therefore that there is a framework in place to coordinate the tabling of all budget submissions, the detailed review of each submission, and the gathering of further information that may be required before a decision can be made.

What is a standing committee?

Schedule 4 of the *Local Government Act 2009*

standing committee, of a local government, means a committee of its councillors that meets to discuss the topic decided by the local government when establishing the committee.

How is this done?

Local Government Regulation 2012

264 Appointment of committees

(1) A local government may—

(a) appoint, from its councillors, standing committees or special committees.

How will the Budget and Financial Planning Standing Committee help Councillors to undertake their legislative role?

The Standing Committee aims to:

- Assist all elected members (Mayor and Councillors) with their equal responsibility to participate in Council meetings, policy development and decision-making;
- Enable adoption and amendment of the budget in the legislative timeframes;
 - (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.
- Assist Councillors meet their obligations with respect to disbursements and spending.

COUNCIL POLICY: BUDGET AND FINANCIAL PLANNING STANDING COMMITTEE - TERMS OF REFERENCE

Agendas for Budget Submissions and Financial Planning Committee Meetings

Agendas will provide for discussion of:

- Overall parameters for how the budget should be framed (e.g. cost indices);
- Budget submissions including:
 - proposals by elected representatives (mayor and councillors);
 - operating budgets prepared by function leaders and the management team;
 - proposed capital works having regard to asset management plans;
 - community requests for budget consideration;
- Information from employees or advisors with specialist / technical knowledge;
- Requests for information (S170A) pertaining to budget submissions or financial planning;
- Budget options for revenue (including rates) and expenditure;
- Draft rating resolutions;
- Draft revenue statement;
- Suggestions from employees for funding that will improve Council's service delivery;
- Financial policies that may need to be updated as part of the budget process;
- Other financial planning documents (e.g. corporate plan, operational plan, long-term asset management plan, long-term financial forecast).
- Alignment of the budget with the corporate and operational plan;
- Draft fees and charges schedule;
- Potential sources of additional funding;
- Consideration of whether Council should apply the code of competitive conduct to business activities;
- The risks Council's operations are exposed to, to the extent they are relevant to financial management and the control measures adopted to manage the risks;
- Initiatives to progress the State Auditor-General's recommendations for Queensland local governments;
- Other business that may have financial impacts on Council's budget;
- Ensure that the budget addresses Councillors' obligations with respect to disbursements and authorised spending (noting specific sections about Councillors liable for improper disbursements and unauthorised spending);
- Results of community consultation for the budget;
- Deputations for community members wishing to put forward budget submissions.

The Standing Committee then debates the matters and makes recommendations for the purpose of compiling the draft budget for adoption at the Budget meeting.

What standing committees are not intended for

Committee meetings will **not** be used for the following purposes:

- removing the need for debate and rating and budget resolutions at the Special Budget meeting;
- progressing individual or personal requests;

COUNCIL POLICY: BUDGET AND FINANCIAL PLANNING STANDING COMMITTEE - TERMS OF REFERENCE

- directing what an employee ultimately recommends to a Council or Committee meeting through an agenda report;
- seeking to direct employees' work practices or contravening professional (e.g. legislative and accounting standards, quality, safety or environmental responsibilities).

Frequency

The Budget Submissions and Financial Planning Standing Committee meetings will occur on the first and third Wednesday of each month at 9am.

Location

The Budget Submissions and Financial Planning Standing Committee meetings will occur, where possible, in the Ernest Brock Room, Roma Cultural Centre (providing a more informal setting) or Council Chambers depending on availability.

Attendance

In accordance with the "Code of Conduct for Councillors in Queensland" Councillors will attend and participate meaningfully in all committee meetings to assist them in fulfilling their roles other than in exceptional circumstances and/or where prior leave is given.

Council will include records of attendance at standing committees (both whole and part) through its Annual Report each year.

Teleconferencing

Where practical or necessary, Councillors' or employees' participation in a committee meeting may be via the use of a telephone, video conferencing equipment or other means of instant communication that allows a person to take part in discussions as they happen.

Those participating in a committee meeting via teleconference must ensure they are in a place that maintains the confidentiality of the committee meeting discussions, without others present – where applicable in accordance with the Confidentiality Procedure.

Conflicts of Interest & Material Personal Interests

Sections 175A to 175J (inclusive) of the *Local Government Act 2009* apply with respect to Councillors' obligations at formal meetings of Council (including any of its committees) – *Refer attachment A for all sections.*

Specific reference is made to section 175I which relevantly states:

COUNCIL POLICY: BUDGET AND FINANCIAL PLANNING STANDING COMMITTEE - TERMS OF REFERENCE

(1) *This section applies to a councillor who has a material personal interest, real conflict of interest or perceived conflict of interest in a matter, other than an ordinary business matter.*

(2) *The councillor must not influence, or attempt to influence, another councillor to vote on the matter in a particular way at a meeting of the local government or any of its committees.*

Maximum penalty—200 penalty units or 2 years imprisonment.

(3) *The councillor must not influence, or attempt to influence, a local government employee or a contractor of the local government who is authorised to decide or otherwise deal with the matter to do so in a particular way.*

Maximum penalty—200 penalty units or 2 years imprisonment.

To avoid being in breach of either subsection (2) or (3) of section 175I, if a Councillor is aware that they have a conflict of interest or material personal interest in an item to be discussed at a standing committee, that Councillor will declare that interest to all persons present and then deal with the interest by leaving the briefing whilst that particular item is discussed.

Note: When it comes time for the adoption of the budget, there will be material personal interests

(f) *a resolution required for the adoption of a budget for the local government;*

Minutes

Minutes of Budget Submissions and Financial Planning Standing Committee will be prepared in accordance with Section 272 of the *Local Government Regulation 2012*.

Modification of Terms of Reference

The Terms of Reference may be amended from time to time by resolution at a Council meeting.

Related documents

Confidentiality Procedure – Template adopted by Maranoa Regional Council – 22 April 2020 (**OM/04.2020/06**) applies to committee meetings.

Definitions:

- 'Information' comes in any number of forms including letters, reports/documents, facsimiles, attachments, tapes, emails, electronic media, and/or other forms of information including discussions during meetings.
Confidential Information

Confidential information:

- Information about:
 - 3. the council's budget

COUNCIL POLICY: BUDGET AND FINANCIAL PLANNING STANDING COMMITTEE - TERMS OF REFERENCE

Attachment A – Section 169 of the *Local Government Regulation 2012*

169 Preparation and content of budget

- (1) A local government's budget for each financial year must—
 - (a) be prepared on an accrual basis; and
 - (b) include statements of the following for the financial year for which it is prepared and the next 2 financial years—
 - (i) financial position;
 - (ii) cash flow;
 - (iii) income and expenditure;
 - (iv) changes in equity.
- (2) The budget must also include—
 - (a) a long-term financial forecast; and
 - (b) a revenue statement; and
 - (c) a revenue policy.
- (3) The statement of income and expenditure must state each of the following—
 - (a) rates and utility charges excluding discounts and rebates;
 - (b) contributions from developers;
 - (c) fees and charges;
 - (d) interest;
 - (e) grants and subsidies;
 - (f) depreciation;
 - (g) finance costs;
 - (h) net result;
 - (i) the estimated costs of—
 - (i) the local government's significant business activities carried on using a full cost pricing basis; and
 - (ii) the activities of the local government's commercial business units; and
 - (iii) the local government's significant business activities.
- (4) The budget must include each of the relevant measures of financial sustainability for the financial year for which it is prepared and the next 9 financial years.
- (5) The **relevant measures of financial sustainability** are the following measures as described in the financial management (sustainability) guideline—
 - (a) asset sustainability ratio;
 - (b) net financial liabilities ratio;
 - (c) operating surplus ratio.
- (6) The budget must include the total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget.
- (7) For calculating the rates and utility charges levied for a financial year, any discounts and rebates must be excluded.
- (8) The budget must be consistent with the following documents of the local government—
 - (a) its 5-year corporate plan;
 - (b) its annual operational plan.

COUNCIL POLICY: BUDGET AND FINANCIAL PLANNING STANDING COMMITTEE - TERMS OF REFERENCE

(9) In this section—

financial management (sustainability) guideline means the document called ‘Financial Management (Sustainability) Guideline 2013’, version 1, made by the department.

Editor’s note—

A copy of the document is available on the department’s website.

DRAFT

OFFICER REPORT

Meeting: Ordinary 27 May 2020

Date: 21 May 2020

Item Number: 10.2

File Number: D20/44671

SUBJECT HEADING: Proposed Councillor Briefings and Draft Policy
(Terms of Reference)

Classification: Open Access

Officers' Titles: Director - Corporate & Community Services
Chief Executive Officer

Executive Summary:

This report proposes Councillor briefings for policies and other strategic matters.

The briefings will provide a forum:

- to assist all Councillors in being able to make informed decisions at a future meeting for the benefit of the broader community;
- to help Councillors consider the current and future interests of the residents of the Maranoa Region; and
- for Councillors to ask questions relevant to all Councillors and hear information and advice directly from employees or advisors with specialist / technical knowledge.

A draft Policy (Terms of Reference) for the Committee is attached for Council's consideration

Officer's Recommendation:

That Council:

1. Approve the establishment of Councillor Briefings.
2. Adopt the Policy (Terms of Reference) for the briefings.

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?

This matter is tabled at the request of the new Councillors following informal discussions on 6 May 2020 and 20 May 2020. A draft Terms of Reference (Policy) has been prepared for Council's formal review.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

This report proposes the establishment of Councillor Briefings for policies and other strategic matters, comprising all elected members (Mayor and Councillors) to assist them with their equal responsibility to participate in Council meetings, policy development and decision-making.

Briefings will include information for policies and other strategic matters such as:

- National, state and regional influences on Council's directions
- Planning scheme
- Long term asset management plans
- Local laws
- Plan development
- Long term financial forecasts
- Organisational structure
- Other documents that set the strategic direction (e.g. more than 1 year).

The objectives of the Briefings are set out in the attached draft Terms of Reference for Council's consideration.

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)

If Council resolves to hold briefings, the State Government's Code of Conduct for Councillors in Queensland (the Code) will apply.

In accordance with the Code, it is mandatory for Councillors to attend and participate meaningfully in all informal meetings, briefings, relevant workshops and training opportunities to assist them in fulfilling their roles other than in exceptional circumstances and/or where prior leave is given.

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)

This is a new draft policy (Terms of Reference) for the proposed Councillor Briefings.

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)

- Councillors
- Chief Executive Officer and Directors
- Lead Officer – Elected Members Support & Community Engagement

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.

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?

Not applicable.

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)

Not applicable.

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 Party: Department of Local Government, Racing and Multicultural Affairs

Their key interest is that Councillors comply with the "Code of Conduct for Councillors in Queensland" and carry out their responsibilities conscientiously and in the best interests of the Council and the community; as well as upholding the Local Government Principles.

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
Informed decision making	<p>The briefings will provide a forum to assist all Councillors in being able to make informed decisions at a future meeting – through information / questions / specialist / technical knowledge about policy and other strategic matters.</p> <p>They will provide critical information about the constraints, risks and implications of Council's decision making.</p>

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)

To approve the establishment of Councillor Briefings and adopt the policy (Terms of Reference).

Recommendation:

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

That Council:

1. Approve the establishment of Councillor Briefings.
2. Adopt the Policy (Terms of Reference) for the briefings.

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 Operational Plan Function:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.1 Elected members

Supporting Documentation:

[!\[\]\(43434ac1bb63b707ee0d76368b940429_img.jpg\) Draft Terms of Reference \(Policy\) for Councillor Briefings D20/45047](#)



Report authorised by:

Chief Executive Officer

COUNCIL POLICY: COUNCILLOR BRIEFINGS - TERMS OF REFERENCE

Title of meeting

Councillor briefings for policies and other strategic matters ('briefings')

What is a policy?

Policies, once developed:

- detail the elected Council's instructions to the whole of the organisation, providing a consistent approach for ratepayers and residents of the region;
- identify which decisions are to be made at a Council meeting and which can be made by employees.

What are other strategic matters?

Consistent with the *Councillor Induction Workshop 2020 (Department of Local Government, Racing and Multicultural Affairs)*, Councillors are responsible for planning for the future of communities and developing strategies and policies to achieve those plans. This requires information about matters such as:

- National, state and regional influences on Council's directions
- Planning scheme
- Long term asset management plans
- Local laws
- Plan development
- Long term financial forecasts
- Organisational structure
- Other documents that set the strategic direction (e.g. more than 1 year).

How will the briefings help Councillors to undertake their legislative role?

Briefings aim to provide a forum:

- to assist all Councillors in being able to make informed decisions at a future meeting for the benefit of the broader community;
- to help Councillors consider the current and future interests of the residents of the Maranoa region;
- for Councillors to ask questions relevant to all Councillors and to hear information and advice directly from employees or advisors with specialist / technical knowledge.

Additional benefits include:

- the opportunity for Councillors to share with all other Councillors information pertaining to current or emerging sensitive community issues and matters of significance to the community and/organisation;
- ensuring all Councillors (with equal decision making responsibility) receive the same information, at the same time, from the same people;
- providing Councillors with access to timely advice that is only available during business hours;
- ensuring that relevant personnel are informed of all relevant information. Further that Councillors, prior to making a decision, are committing to exercising proper diligence, care and attention (consistent with the "Code of Conduct for Councillors in Queensland");
- providing training opportunities for Councillors on local government matters.

COUNCIL POLICY: COUNCILLOR BRIEFINGS - TERMS OF REFERENCE

Content of briefings

Briefings will include information about:

- the background to current policies, plans and other strategic matters;
- what legislation says about the types of matters that Council is considering (what Council 'must do');
- where there is a need or opportunity for new policies or plans to be developed or where updates are required (to shape the future of Council and the region);
- potential implications of policy changes and the longer term consequences of decision making;
- constraints and risks associated with Council's decision making (e.g. local government jurisdiction, contract terms and conditions, agreements with funding bodies);
- what types of legislative powers that Council can delegate to the Chief Executive Officer (CEO) and any limitations and conditions established by the elected Council (including any limits on subsequent delegations to other employees);

Briefings will also provide:

- employees with insight into Councillors' priorities and community feedback received by Councillors;
- a forum for councillors' questions and answers.

What briefings are not intended for

Briefings will **not** be used for the following purposes:

- removing the need for Council debate and decisions at a Council meeting;
- progressing individual or personal requests;
- directing what an employee ultimately recommends to a Council meeting through an agenda report;
- influencing the subsequent actions of employees without a formal decision of Council or seeking to contravene employees' professional standards or quality, safety or environmental responsibilities.

Frequency

Briefings will occur on the first and third Wednesday of each month as time permits around other meetings.

Location

Briefings will occur, where possible, in the Ernest Brock Room, Roma Cultural Centre (providing a more informal setting) or Council Chambers depending on availability.

COUNCIL POLICY: COUNCILLOR BRIEFINGS - TERMS OF REFERENCE

Attendance

In accordance with the "Code of Conduct for Councillors in Queensland" Councillors will attend and participate meaningfully in all informal meetings, briefings, relevant workshops and training opportunities to assist them in fulfilling their roles other than in exceptional circumstances and/or where prior leave is given.

Council will include attendance records at briefings (both whole and part) through its Annual Report each year.

Teleconferencing

Where practical or necessary, Councillors' or employees' participation in a briefing may be via the use of a telephone, video conferencing equipment or other means of instant communication that allows a person to take part in discussions as they happen.

Those participating in a briefing via teleconference must ensure they are in a place that maintains the confidentiality of the briefing's discussions, without others present.

Conflicts of Interest & Material Personal Interests

Sections 175A to 175J (inclusive) of the *Local Government Act 2009* apply with respect to Councillors' obligations at formal meetings of Council.

Whilst most of the sections referred to above do not apply to briefings, specific reference is made to section 175I which relevantly states:

- (1) *This section applies to a councillor who has a material personal interest, real conflict of interest or perceived conflict of interest in a matter, other than an ordinary business matter.*
- (2) *The councillor must not influence, or attempt to influence, another councillor to vote on the matter in a particular way at a meeting of the local government or any of its committees.*

Maximum penalty—200 penalty units or 2 years imprisonment.

- (3) *The councillor must not influence, or attempt to influence, a local government employee or a contractor of the local government who is authorised to decide or otherwise deal with the matter to do so in a particular way.*

Maximum penalty—200 penalty units or 2 years imprisonment.

To avoid being in breach of either subsection (2) or (3) of section 175I, if a Councillor is aware that they have a conflict of interest or material personal interest in an item to be discussed at a briefing, that Councillor will declare that interest to all persons present and then deal with the interest by leaving the briefing whilst that particular item is discussed.

COUNCIL POLICY: COUNCILLOR BRIEFINGS - TERMS OF REFERENCE

Modification of Terms of Reference

The Terms of Reference may be amended from time to time by resolution at a Council meeting.

Related documents

Confidentiality Procedure – Template adopted by Maranoa Regional Council – 22 April 2020 (**OM/04.2020/06**)

Definitions:

- 'councillor briefing sessions' are non-decision-making forums convened by councillors, the CEO and, as directed by the CEO, other Council officers that create an opportunity for councillors and officers to discuss matters of proposed policy or other strategic or community sensitive issues, as well as providing a forum for councillors to be made aware of issues of significance to the organisation and/or to the community.
- 'Information' comes in any number of forms including letters, reports/documents, facsimiles, attachments, tapes, emails, electronic media, and/or other forms of information including discussions during meetings.

Confidential information

- Includes information examined or discussed at councillor briefing sessions, unless the CEO declares that such information (or part thereof) is not confidential.

OFFICER REPORT

Meeting: Ordinary 27 May 2020

Date: 22 May 2020

Item Number: 10.3

File Number: D20/44672

SUBJECT HEADING: Proposed Local Roads Standing Committee and Draft Policy (Terms of Reference)

Classification: Open Access

Officers' Titles: Director - Corporate & Community Services
Chief Executive Officer

Executive Summary:

This report proposes the formation of a Local Roads Standing Committee (including Roads, Drainage and Bridge Network).

A draft Policy (Terms of Reference) for the Committee is attached for Council's consideration.

Officer's Recommendation:

That Council:

1. Approve the formation of a Local Roads Standing Committee.
2. Adopt the Policy (Terms of Reference) for the Committee.

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?

This matter is tabled at the request of the new Councillors following informal discussions on 6 May 2020 and 20 May 2020. A draft Terms of Reference (Policy) has been prepared for Council's formal review.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

This report proposes the formation of a Local Roads Standing Committee, comprising all elected members (as the Mayor and Councillors all have equal responsibility to participate in Council meetings, policy development and decision-making).

The standing committee will provide the forum the Councillors to discuss:

- Sustainable development of its roads, drainage and bridge network assets and infrastructure;
- Roads policy development for the benefit of the local government area;
- Information relevant to decision-making about local roads for the benefit of the broader community – including information from employees or advisors with special / technical knowledge;
- Current and future interests of local road users within the Maranoa region;
- The specific sections of the *Local Government Act 2009* pertaining to roads and other; and
- Inclusions in financial planning documents required by legislation (e.g. long-term asset management plan and long-term financial forecast).

Agendas will include:

- Transport network policies – including road register and maintenance service levels
- Transport network customer request trends
- Local Roads of Regional Significance (LRRS) – Statements of Intent and works program
- Transport network capital works program
- Coal Seam Gas (CSG) industry – Road Infrastructure Agreements (RIAs) and Service Level Agreements (SLAs)
- Road safety strategies
- Asset management and long term sustainability
- Disaster recovery arrangements (Commonwealth and State funding to local governments) – for damage from eligible flood or rain events.

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 Act 2009
12 Responsibilities of councillors

...

(4) The mayor has the following extra responsibilities—

...

(f) being a member of each standing committee of the local government;

Schedule 4 Dictionary

Standing committee, of a local government, means a committee of its councillors that meets to discuss the topic decided by the local government when establishing the committee.

Local Government Regulation 2012

264 Appointment of committees

(1) A local government may—

(a) appoint, from its councillors, standing committees or special committees;

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)

This is a new draft policy (Terms of Reference) for the proposed Local Roads Standing Committee.

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)

- Councillors
- Chief Executive Officer and Directors
- Deputy Director / Strategic Road Management

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.

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?

Given the value of the region's road network, any decisions made with respect to roads has the potential for a significant impact on Council's results for the year.

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)

Road decisions also have the potential to have a significant impact on the Council's financial sustainability.

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 Party: Department of Local Government, Racing and Multicultural Affairs
Their key interests are compliance with:

- the *Local Government Act 2009* and the *Local Government Regulation 2012* generally;
- the Local Government Principles specifically.

Interested Party: Residents of the Maranoa area
Their key interest is that all Councillors represent their current and future interests.

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
Legislative	The proposed standing committee and its meetings are in accordance with the relevant legislation.

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)

To establish a Local Roads Standing Committee and adopt the Policy (Terms of Reference) for the Committee.

Recommendation:

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

That Council:

1. Approve the formation of a Local Roads Standing Committee.
2. Adopt the Policy (Terms of Reference) for the Committee.

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 Operational Plan Function:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.3 Roads and drainage

Supporting Documentation:



Draft Terms of Reference (Policy) - Local Roads

D20/45049



Standing Committee

Report authorised by:

Chief Executive Officer

COUNCIL POLICY: LOCAL ROADS STANDING COMMITTEE TERMS OF REFERENCE

Title of meeting

Local Roads Standing Committee (including Roads, Drainage and Bridge Network)

Why a special focus on roads?

- Maranoa Regional Council has the **3rd largest** local government road network (by length) in Queensland.
- Council's Road, Drainage and Bridge network is its largest asset valued at **\$461.254 million** at 30 June 2019.
- The Road, Drainage and Bridge network accounts for **58.5%** of Council's total non-current assets' value at 30 June 2019.
- In comparison with the councils that rank number 1 and 2 (in Queensland), the Maranoa region has a very small population (and therefore a small number of ratepayers) to fund roadworks. How to allocate the limited funding available is one of the biggest challenges for Maranoa Regional Council.

Council	Local government road length (State ranking) ¹	Estimated population as at 30 June 2019 ²	Rates & charges revenue - net general rates - 2018-19 \$'000 ³	Number of OUTDOOR staff (FTE ⁵) employed by council - 2018-19 ⁴	Land area	Road length
Acknowledgement of source: The State of Queensland, Department of Local Government, Racing and Multicultural Affairs						Each Council's Annual Report 2018/19 (rounded to the nearest whole number)
Western Downs Regional Council	1	34,585	\$66,163	335	37,937 km ²	7,526
Toowoomba Regional Council	2	169,008	\$125,912	680	12,973 km ²	6,591
Maranoa Regional Council	3	12,665	\$23,291	189	58,835 km ²	5,832* **

* 20% sealed / bitumen roads; 51% gravel; 29% formation / dirt

** Rural Roads 5,607.563 kms; Urban Roads 224.707 kms.

- For Maranoa Regional Council, the comparison of population and area is as follows:

	Approximate population distribution	Area
Urban	70%	31.7 km ²
Rural	30%	58,802.8 km ²

¹ Local Government Remuneration and Discipline Tribunal Report 2016 – Appendix 3 – Comparative data
<https://www.dlgrma.qld.gov.au/resources/report/local-government/remuneration-discipline-tribunal-report-2016.pdf>

² Australian Bureau of Statistics; 3218.0 Regional Population Growth, Australia; Released at 11.30am (Canberra time) 25 March 2020; Table 3. Estimated Resident Population, Local Government Areas, Queensland, "2019".

³ The net general rates are for all local government services (not just roads) excluding services funded by water, sewerage and waste charges.

⁴ Outdoor local government services include, but are not limited to, roads, water, sewerage, parks and gardens.

⁵ FTE = Full time equivalent

COUNCIL POLICY: LOCAL ROADS STANDING COMMITTEE TERMS OF REFERENCE

- The majority of councillors for this Council term (2020 – 2024) had specific references in their campaign brochures about roads:
 - Mayor Tyson Golder – *Improve our road networks throughout the Maranoa*
 - Cr Wayne Ladbroke – *improve outlying country roads*
 - Cr John Birkett – *Maintain all council road networks to a higher standard and on a more regular basis*
 - Cr Mark Edwards – *Maintain and improve roads*
 - Unity Maranoa – *Better Roads* including Cr Julie Guthrie
 - Cr Joh Hancock – *though not focussing on a single issue, mentioned roads.*
 - Cr Cameron O'Neil – *More investment into kerb and channeling our town streets; and championing More investment in our region from State and Federal Government for Rural road maintenance and upgrades.*
 - Cr Geoff McMullen – *Change the road maintenance programs to improve efficiency. We need to go back to the days of grading a number of roads at a time, all our roads are important but especially to our rural and agricultural people. By doing regular roadwork, our dollar will go further.*

What is a standing committee?

Schedule 4 of the *Local Government Act 2009*

standing committee, of a local government, means a committee of its councillors that meets to discuss the topic decided by the local government when establishing the committee.

How is this done?

Local Government Regulation 2012

264 Appointment of committees

(1) A local government may—

- (a) appoint, from its councillors, standing committees or special committees.

How will the Local Roads Standing Committee help Councillors to undertake their legislative role?

The Standing Committee aims to provide a forum for Councillors to discuss:

- sustainable development of its roads, drainage and bridge network assets and infrastructure;
- roads policy development for the benefit of the local government area;
- information relevant to decision-making about local roads for the benefit of the broader community – including information from employees or advisors with specialist / technical knowledge;

COUNCIL POLICY: LOCAL ROADS STANDING COMMITTEE TERMS OF REFERENCE

- current and future interests of local road users within the Maranoa region;
- the specific sections of the *Local Government Act 2009* pertaining to roads and other infrastructure;
- inclusions in financial planning documents required by legislation (e.g. long-term asset management plan and long-term financial forecast).

Agendas for Local Roads Standing Committee Meetings

Agendas will include:

- Transport network policies – including road register and maintenance service levels
- Transport network customer request trends
- Local Roads of Regional Significance (LRRS) – Statements of Intent and works program
- Transport network capital works program
- Coal Seam Gas (CSG) industry – Road Infrastructure Agreements (RIAs) and Service Level Agreements (SLAs)
- Road safety strategies
- Asset management and long term sustainability
- Disaster recovery arrangements (Commonwealth and State funding to local governments) – for damage from eligible flood or rain events.

The committee format will include briefings specific to the Road, Drainage and Bridge network including the following content:

- the background to the current Road Register, policies and plans;
- what legislation says about road matters (what Council 'must do');
- where there is a need or opportunity for new policies or plans to be developed or where updates are required (to shape the future of Council's Road, Drainage and Bridge network);
- potential implications of policy changes and the longer term consequences of decision making;
- constraints and risks associated with Council's decision making (e.g. contract and agreement terms and conditions);
- what types of legislative powers that Council can delegate to the Chief Executive Officer (CEO) and any limitations and conditions that the elected Council may wish to place on those delegations (including any limits on subsequent delegations to other employees);

The committee will also provide:

- employees with insight into Councillors' priorities and community feedback received by Councillors;
- a forum for councillors' questions and answers.

The Standing Committee then debates the matters and makes recommendations to a Council meeting.

What standing committees are not intended for

Committee meetings will **not** be used for the following purposes:

- removing the need for debate and decisions at a Council meeting;

COUNCIL POLICY: LOCAL ROADS STANDING COMMITTEE TERMS OF REFERENCE

- progressing individual or personal requests;
- directing what an employee ultimately recommends to a Council meeting through an agenda report;
- seeking to direct employees' work practices or contravening engineering standards, quality, safety or environmental responsibilities.

Where practical, data will be aggregated so that as many councillors as possible can participate in discussions minimising the potential for actual or perceived conflicts of interest in specific agenda items.

Frequency

The Local Roads Standing Committee will occur on the first and third Wednesday of each month at 2pm.

Location

Local Roads Standing Committee meetings will occur, where possible, in the Ernest Brock Room, Roma Cultural Centre (providing a more informal setting) or Council Chambers depending on availability.

Attendance

In accordance with the "Code of Conduct for Councillors in Queensland" Councillors will attend and participate meaningfully in all committee meetings to assist them in fulfilling their roles other than in exceptional circumstances and/or where prior leave is given.

Council will include records of attendance at standing committees (both whole and part) through its Annual Report each year.

Teleconferencing

Where practical or necessary, Councillors' or employees' participation in a committee meeting may be via the use of a telephone, video conferencing equipment or other means of instant communication that allows a person to take part in discussions as they happen.

Those participating in a committee meeting via teleconference must ensure they are in a place that maintains the confidentiality of the committee meeting discussions, without others present – where applicable in accordance with the Confidentiality Procedure.

COUNCIL POLICY: LOCAL ROADS STANDING COMMITTEE TERMS OF REFERENCE

Conflicts of Interest & Material Personal Interests

Sections 175A to 175J (inclusive) of the *Local Government Act 2009* apply with respect to Councillors' obligations at formal meetings of Council (including any of its committees) – Refer *attachment A for all sections*.

Specific reference is made to section 175I which relevantly states:

- (1) *This section applies to a councillor who has a material personal interest, real conflict of interest or perceived conflict of interest in a matter, other than an ordinary business matter.*
- (2) *The councillor must not influence, or attempt to influence, another councillor to vote on the matter in a particular way at a meeting of the local government or any of its committees.*

Maximum penalty—200 penalty units or 2 years imprisonment.

- (3) *The councillor must not influence, or attempt to influence, a local government employee or a contractor of the local government who is authorised to decide or otherwise deal with the matter to do so in a particular way.*

Maximum penalty—200 penalty units or 2 years imprisonment.

To avoid being in breach of either subsection (2) or (3) of section 175I, if a Councillor is aware that they have a conflict of interest or material personal interest in an item to be discussed at a standing committee, that Councillor will declare that interest to all persons present and then deal with the interest by leaving the briefing whilst that particular item is discussed.

Minutes

Minutes of Local Roads Standing Committees will be prepared in accordance with Section 272 of the *Local Government Regulation 2012*.

Modification of Terms of Reference

The Terms of Reference may be amended from time to time by resolution at a Council meeting.

COUNCIL POLICY: LOCAL ROADS STANDING COMMITTEE TERMS OF REFERENCE

Related documents

Confidentiality Procedure – Template adopted by Maranoa Regional Council – 22 April 2020 (**OM/04.2020/06**) applies to committee meetings.

Definitions:

- 'Information' comes in any number of forms including letters, reports/documents, facsimiles, attachments, tapes, emails, electronic media, and/or other forms of information including discussions during meetings.

DRAFT

OFFICER REPORT

Meeting: Ordinary 27 May 2020

Date: 20 May 2020

Item Number: 11.1

File Number: D20/43906

SUBJECT HEADING: Investment Report for the month ended 30 April 2020

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 30 April 2020.

Officer's Recommendation:

That the Investment Report as at 30 April 2020 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 30 April 2020.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

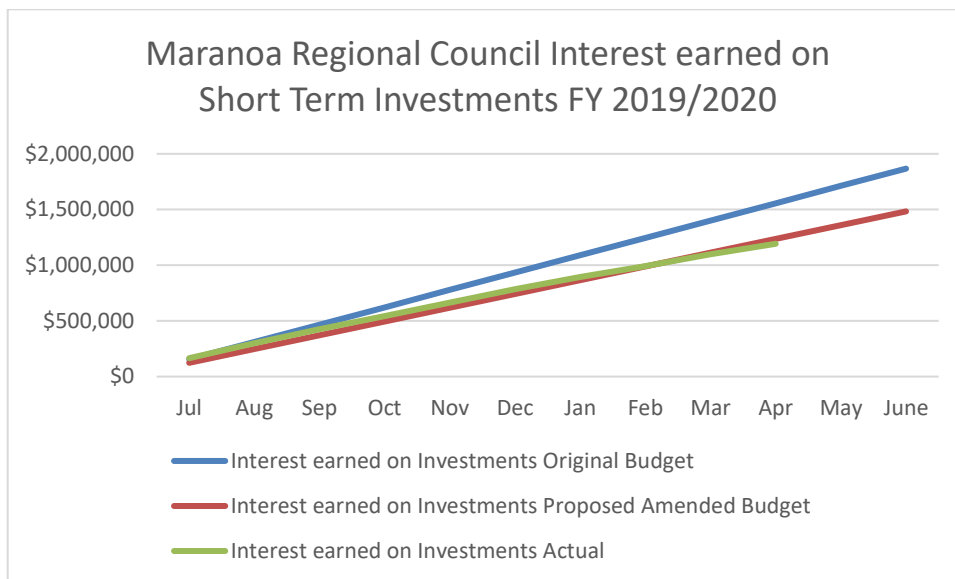
This report tables the Investment Report, which incorporates an Investment Trading Limits Report as at 30 April 2020.

For the ten months' ended 30 April 2020, actual interest earned on investments totalled \$1,192,184. This represents 63.9% of the original annual budget with 75% of the year elapsed.

With market interest rates continually dropping a proposed budget amendment has been incorporated in the March quarter review as per table below:-

Interest earned on Investments

	Original Budget	Proposed Amended Budget	Actual
Jul	\$155,583	\$123,583	\$165,259
Aug	\$311,166	\$247,166	\$299,321
Sep	\$466,749	\$370,749	\$425,049
Oct	\$622,332	\$494,332	\$543,158
Nov	\$777,915	\$617,915	\$665,039
Dec	\$933,498	\$741,498	\$785,032
Jan	\$1,089,081	\$865,081	\$893,794
Feb	\$1,244,644	\$988,664	\$992,705
Mar	\$1,400,248	\$1,112,247	\$1,097,602
Apr	\$1,555,831	\$1,235,830	\$1,192,184
May	\$1,714,414	\$1,359,413	
June	\$1,866,997	\$1,483,000	



As per the April Trade limits report total investments with Macquarie Bank exceeded council's policy limits on individual institutions by \$1.5M due to a crossover of investment when trying to lock in higher investment returns where the market is predicted to decline further. This will be rectified with \$2m returning from Macquarie Bank in June.

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. 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 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.

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 - \$1,192,184

As market rates have dropped significantly and will continue to fall, in the near future budget amendments for interest earned on investments have been considered as part of the third quarter 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
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Regulatory	Investment portfolio is in accordance with Council's adopted Investment Policy and the <i>Statutory Bodies Financial Arrangements Act 1982</i> and the <i>Statutory Bodies Financial Arrangements Regulations 2007</i> .
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Advice to Council:

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

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

That Council receive and note the Investment Reports for the period ending 30 April 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 Operational Plan Function:


Corporate Plan 2018-2023

Strategic Priority 2: Delivering strong financial management

2.5 Financial Reporting

Supporting Documentation:

1  Investment Register April 2020 D2020/0043911

2  Investment Trading Limit Performance April 2020 D2020/0043913

Report authorised by:

Director - Corporate & Community Services



Investment Report Pack

Maranoa Regional Council

1 April 2020 to 30 April 2020



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1. Securities Held By Trading Book Maturing Post 30 April 2020

Latest Deal Code	Latest Deal Settlement Date	Issuer	ISIN	WAL / Interim Maturity Date	Next Coupon Date	Coupon Rate/Latest Yield	Coupon Frequency	Security Type	Security Rating	Face Value Notional	Current Face Value Notional	Market Value
Maranoa Regional Council												
LC87580	30 Apr 2020	Queensland Treasury Corporation		1 May 2020		1.23	Nil	At Call	S&P AA+	33,948,101.27	33,948,101.27	33,948,101.27
LC82080	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	2,017,073.98
LC82498	16 Jan 2020	MyState Bank Ltd		21 May 2020	21 May 2020	1.65	Maturity	TD	Moody's ST P-2	1,000,000.00	1,000,000.00	1,004,746.58
LC72569	24 May 2019	Judo Bank		22 May 2020	22 May 2020	2.70	Maturity	TD	Unrated ST UR	250,000.00	250,000.00	256,324.66
LC73215	23 May 2019	Warwick Credit Union		26 May 2020	26 May 2020	2.50	Maturity	TD	Unrated UR	250,000.00	250,000.00	255,873.29
LC82079	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	604,872.33
LC82078	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	1,008,068.49
LC82085	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	1,007,808.22
LC73485	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	2,042,621.92
LC82090	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	1,006,558.90
LC82088	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	805,326.02
LC77559	26 Sep 2019	MyState Bank Ltd		22 Jun 2020	22 Jun 2020	1.72	Maturity	TD	Moody's ST P-2	1,000,000.00	1,000,000.00	1,010,225.75
LC85558	30 Mar 2020	Gateway Bank Ltd		1 Jul 2020	1 Jul 2020	1.95	Maturity	TD	Unrated ST UR	250,000.00	250,000.00	250,414.04
LC81930	8 Jan 2020	BankVic		6 Jul 2020	6 Jul 2020	1.65	Maturity	TD	Moody's ST P-2	2,000,000.00	2,000,000.00	2,010,216.44
LC83617	19 Feb 2020	Macquarie Bank		8 Jul 2020	8 Jul 2020	1.60	Maturity	TD	Moody's ST P-1	2,000,000.00	2,000,000.00	2,006,224.66
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	1,016,175.34
LC82275	20 Jan 2020	Australian Unity Bank		20 Jul 2020	20 Jul 2020	1.62	Maturity	TD	S&P ST A2	1,000,000.00	1,000,000.00	1,004,482.74
LC85548	3 Mar 2020	Macquarie Bank		21 Jul 2020	21 Jul 2020	1.70	Maturity	TD	Moody's ST P-1	4,000,000.00	4,000,000.00	4,010,805.48
LC84866	13 Mar 2020	Macquarie Bank		24 Jul 2020	24 Jul 2020	1.70	Maturity	TD	Moody's ST P-1	500,000.00	500,000.00	501,117.81
LC84993	24 Mar 2020	Heritage Bank Ltd		24 Jul 2020	24 Jul 2020	1.90	Maturity	TD	Moody's ST P-2	2,000,000.00	2,000,000.00	2,003,852.06
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	1,007,364.38
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	251,738.36
LC84003	26 Feb 2020	Macquarie Bank		11 Sep 2020	11 Sep 2020	1.60	Maturity	TD	Moody's ST P-1	2,000,000.00	2,000,000.00	2,005,610.96
LC85578	25 Mar 2020	The Capricornian Limited		23 Sep 2020	23 Sep 2020	2.00	Maturity	TD	Unrated ST UR	250,000.00	250,000.00	250,493.15
LC85557	25 Mar 2020	Hunter United Credit Union		23 Sep 2020	23 Sep 2020	2.00	Maturity	TD	Unrated ST UR	250,000.00	250,000.00	250,493.15
LC86048	1 Apr 2020	South West Credit Union		30 Sep 2020	30 Sep 2020	2.00	Maturity	TD	Unrated ST UR	250,000.00	250,000.00	250,397.26
LC86047	14 Apr 2020	Bank of Sydney Ltd		14 Oct 2020	14 Oct 2020	1.70	Maturity	TD	Unrated ST UR	250,000.00	250,000.00	250,186.30
LC86097	15 Apr 2020	Arab Bank Australia Ltd		14 Oct 2020	14 Oct 2020	1.85	Maturity	TD	Unrated ST UR	250,000.00	250,000.00	250,190.07
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	503,236.99
LC85551	16 Mar 2020	MyState Bank Ltd		16 Dec 2020	16 Dec 2020	1.75	Maturity	TD	Moody's ST P-2	1,000,000.00	1,000,000.00	1,002,157.53
LC85553	17 Mar 2020	MyState Bank Ltd		16 Dec 2020	16 Dec 2020	1.75	Maturity	TD	Moody's ST P-2	1,000,000.00	1,000,000.00	1,002,109.59
LC85556	18 Mar 2020	Queensland Country Bank Ltd		18 Mar 2021	18 Mar 2021	1.70	Maturity	TD	S&P ST A2	2,000,000.00	2,000,000.00	2,004,005.48



Investment Report Pack
Maranoa Regional Council
1 April 2020 to 30 April 2020

Latest Deal Code	Latest Deal Settlement Date	Issuer	ISIN	WAL / Interim Maturity Date	Next Coupon Date	Coupon Rate/Latest Yield	Coupon Frequency	Security Type	Security Rating	Face Value Notional	Current Face Value Notional	Market Value
LC85576	25 Mar 2020	Southern Cross CU		25 Mar 2021	25 Mar 2021	2.00	Maturity	TD	Unrated ST UR	250,000.00	250,000.00	250,493.15
LC85579	25 Mar 2020	Geelong Bank		25 Mar 2021	25 Mar 2021	2.00	Maturity	TD	Unrated ST UR	250,000.00	250,000.00	250,493.15
LC85313	27 Mar 2020	ING Bank Australia Limited		26 Mar 2021	26 Mar 2021	1.70	Maturity	TD	S&P ST A1	1,000,000.00	1,000,000.00	1,001,583.56
LC85560	30 Mar 2020	Railways CU Ltd t/as myMOVE		30 Mar 2021	30 Mar 2021	1.95	Maturity	TD	Unrated ST UR	250,000.00	250,000.00	250,414.04
LC85561	30 Mar 2020	Bank of us t/as B&E Ltd		30 Mar 2021	30 Mar 2021	1.95	Maturity	TD	Unrated ST UR	250,000.00	250,000.00	250,414.04
LC85563	30 Mar 2020	Maitland Mutual Building Society Ltd		30 Mar 2021	30 Mar 2021	1.95	Maturity	TD	Unrated ST UR	250,000.00	250,000.00	250,414.04
LC85421	1 Apr 2020	ING Bank Australia Limited		1 Apr 2021	1 Apr 2021	1.70	Maturity	TD	S&P ST A1	1,000,000.00	1,000,000.00	1,001,350.68
LC85429	1 Apr 2020	Macquarie Bank		1 Apr 2021	1 Apr 2021	1.70	Maturity	TD	Moody's ST P-1	1,000,000.00	1,000,000.00	1,001,350.68
LC86210	20 Apr 2020	AMP Bank Ltd		20 Apr 2021	20 Apr 2021	1.85	Maturity	TD	S&P ST A2	1,000,000.00	1,000,000.00	1,000,506.85
										71,848,101.27	71,848,101.27	72,055,893.38
Total										71,848,101.27	71,848,101.27	72,055,893.38
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 April 2020 to 30 April 2020

Security ISIN	Security	Issuer	Income Expense Code	Settlement Date	Face Value (Basis of Interest Calculation)	Consideration Notional	Income Type	Trading Book
	SWCU 2.75 01 Apr 2020 365DAY TD	South West Credit Union	IEI94627	1 Apr 2020	250,000.00	6,875.00	Security Coupon Interest	Maranoa Regional Council
	AMP 1.7 07 Apr 2020 181DAY TD	AMP Bank Ltd	IEI103020	7 Apr 2020	2,026,926.03	17,087.26	Security Coupon Interest	Maranoa Regional Council
	NAB 1.65 10 Apr 2020 183DAY TD	National Australia Bank Ltd	IEI103217	10 Apr 2020	3,275,542.30	27,097.26	Security Coupon Interest	Maranoa Regional Council
	SYD 1.7 14 Apr 2020 182DAY TD	Bank of Sydney Ltd	IEI105582	14 Apr 2020	250,000.00	2,119.18	Security Coupon Interest	Maranoa Regional Council
	ARA 2.8 15 Apr 2020 365DAY TD	Arab Bank Australia Ltd	IEI93890	15 Apr 2020	250,000.00	7,000.00	Security Coupon Interest	Maranoa Regional Council
	NAB 1.6 20 Apr 2020 180DAY TD	National Australia Bank Ltd	IEI105583	20 Apr 2020	1,000,000.00	7,890.41	Security Coupon Interest	Maranoa Regional Council
	QTC Maranoa CF At Call	Queensland Treasury Corporation	IEI120004	30 Apr 2020		32,498.59	Bank Interest	Maranoa Regional Council
						100,567.70		



3. Acquisitions, Disposals and Maturities Between 1 April 2020 and 30 April 2020

Security	Issuer	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
SWCU 2.75 01 Apr 2020 365DAY TD	South West Credit Union		LC72725	Maturity	1 Apr 2020		250,000.00	250,000.00	1.00000000	100.000	0.000	100.000	(250,000.00)
ING 1.7 01 Apr 2021 365DAY TD	ING Bank Australia Limited		LC85421	Acquisition	1 Apr 2020	1 Apr 2020	1,000,000.00	1,000,000.00	1.00000000	100.000	0.000	100.000	1,000,000.00
MACQ 1.7 01 Apr 2021 365DAY TD	Macquarie Bank		LC85429	Acquisition	1 Apr 2020	1 Apr 2020	1,000,000.00	1,000,000.00	1.00000000	100.000	0.000	100.000	1,000,000.00
SWCU 2 30 Sep 2020 182DAY TD	South West Credit Union		LC86048	Acquisition	1 Apr 2020	1 Apr 2020	250,000.00	250,000.00	1.00000000	100.000	0.000	100.000	250,000.00
QTC Maranoa CF At Call	Queensland Treasury Corporation		LC86099	Disposal	2 Apr 2020	2 Apr 2020	500,000.00	500,000.00	1.00000000	100.000	0.000	100.000	(500,000.00)
QTC Maranoa CF At Call	Queensland Treasury Corporation		LC86100	Acquisition	3 Apr 2020	3 Apr 2020	6,000,000.00	6,000,000.00	1.00000000	100.000	0.000	100.000	6,000,000.00
QTC Maranoa CF At Call	Queensland Treasury Corporation		LC86102	Acquisition	6 Apr 2020	6 Apr 2020	1,300,000.00	1,300,000.00	1.00000000	100.000	0.000	100.000	1,300,000.00
AMP 1.7 07 Apr 2020 181DAY TD	AMP Bank Ltd		LC78140	Maturity	7 Apr 2020		2,026,926.03	2,026,926.03	1.00000000	100.000	0.000	100.000	(2,026,926.03)
QTC Maranoa CF At Call	Queensland Treasury Corporation		LC86103	Disposal	9 Apr 2020	9 Apr 2020	1,300,000.00	1,300,000.00	1.00000000	100.000	0.000	100.000	(1,300,000.00)
NAB 1.65 10 Apr 2020 183DAY TD	National Australia Bank Ltd		LC78163	Maturity	10 Apr 2020		3,275,542.30	3,275,542.30	1.00000000	100.000	0.000	100.000	(3,275,542.30)
SYD 1.7 14 Apr 2020 182DAY TD	Bank of Sydney Ltd		LC79613	Maturity	14 Apr 2020		250,000.00	250,000.00	1.00000000	100.000	0.000	100.000	(250,000.00)
SYD 1.7 14 Oct 2020 183DAY TD	Bank of Sydney Ltd		LC86047	Acquisition	14 Apr 2020	14 Apr 2020	250,000.00	250,000.00	1.00000000	100.000	0.000	100.000	250,000.00
ARA 2.8 15 Apr 2020 365DAY TD	Arab Bank Australia Ltd		LC72466	Maturity	15 Apr 2020		250,000.00	250,000.00	1.00000000	100.000	0.000	100.000	(250,000.00)
ARA 1.85 14 Oct 2020 182DAY TD	Arab Bank Australia Ltd		LC86097	Acquisition	15 Apr 2020	15 Apr 2020	250,000.00	250,000.00	1.00000000	100.000	0.000	100.000	250,000.00
QTC Maranoa CF At Call	Queensland Treasury Corporation		LC86203	Acquisition	15 Apr 2020	15 Apr 2020	3,000,000.00	3,000,000.00	1.00000000	100.000	0.000	100.000	3,000,000.00
QTC Maranoa CF At Call	Queensland Treasury Corporation		LC86204	Acquisition	16 Apr 2020	16 Apr 2020	1,500,000.00	1,500,000.00	1.00000000	100.000	0.000	100.000	1,500,000.00
QTC Maranoa CF At Call	Queensland Treasury Corporation		LC86255	Acquisition	17 Apr 2020	17 Apr 2020	400,000.00	400,000.00	1.00000000	100.000	0.000	100.000	400,000.00
NAB 1.6 20 Apr 2020 180DAY TD	National Australia Bank Ltd		LC79614	Maturity	20 Apr 2020		1,000,000.00	1,000,000.00	1.00000000	100.000	0.000	100.000	(1,000,000.00)
AMP 1.85 20 Apr 2021 365DAY TD	AMP Bank Ltd		LC86210	Acquisition	20 Apr 2020	20 Apr 2020	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	Queensland Treasury Corporation		LC86433	Acquisition	24 Apr 2020	24 Apr 2020	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	Queensland Treasury Corporation		LC86735	Disposal	30 Apr 2020	30 Apr 2020	2,000,000.00	2,000,000.00	1.00000000	100.000	0.000	100.000	(2,000,000.00)
QTC Maranoa CF At Call	Queensland Treasury Corporation		LC87579	Acquisition	30 Apr 2020	30 Apr 2020	32,498.59	32,498.59	1.00000000	100.000	0.000	100.000	32,498.59
QTC Maranoa CF At Call	Queensland Treasury Corporation		LC87580	Disposal	30 Apr 2020	30 Apr 2020	32,498.59	32,498.59	1.00000000	100.000	0.000	100.000	(32,498.59)
													6,097,531.67

Notes

1. The maturity of 'MBS' type securities are excluded from the above list
2. At maturity, securities are assumed to be priced at capital price = 100, accrued interest = 0
3. To avoid misleading maturity data, the reporting period should start immediately after a month end and the reporting period should be kept small (e.g. 1 month).



4. Interest Income Accrued As At 30 April 2020

Latest Deal Code	Security	WAL / Interim Maturity Date	Issue Date	Prior Coupon Date	Next Coupon Date	Accrual Period (Days)	Coupon Rate	Franking Credit Rate	Coupon Frequency	Face Value Notional	Current Face Value Notional	Latest Purchase Consideration	Market Value	Accrued Interest
LC82080	AMP 1.9 19 May 2020 183DAY TD	19 May 2020	18 Nov 2019		19 May 2020	164	1.9000		Maturity	2,000,000.00	2,000,000.00	2,000,000.00	2,017,073.98	17,073.97
LC82498	MYS 1.65 21 May 2020 126DAY TD	21 May 2020	16 Jan 2020		21 May 2020	105	1.6500		Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,004,746.58	4,746.58
LC72569	JUDO 2.7 22 May 2020 364DAY TD	22 May 2020	24 May 2019		22 May 2020	342	2.7000		Maturity	250,000.00	250,000.00	250,000.00	256,324.66	6,324.66
LC73215	Warwick CU 2.5 26 May 2020 369DAY TD	26 May 2020	23 May 2019		26 May 2020	343	2.5000		Maturity	250,000.00	250,000.00	250,000.00	255,873.29	5,873.29
LC82079	AMP 1.9 26 May 2020 182DAY TD	26 May 2020	26 Nov 2019		26 May 2020	156	1.9000		Maturity	600,000.00	600,000.00	600,000.00	604,872.33	4,872.33
LC82078	AMP 1.9 26 May 2020 181DAY TD	26 May 2020	27 Nov 2019		26 May 2020	155	1.9000		Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,008,068.49	8,068.49
LC82085	AMP 1.9 02 Jun 2020 183DAY TD	2 Jun 2020	2 Dec 2019		2 Jun 2020	150	1.9000		Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,007,808.22	7,808.22
LC73485	DFB 2.35 03 Jun 2020 365DAY TD	3 Jun 2020	4 Jun 2019		3 Jun 2020	331	2.3500		Maturity	2,000,000.00	2,000,000.00	2,000,000.00	2,042,621.92	42,621.92
LC82090	AMP 1.8 16 Jun 2020 180DAY TD	16 Jun 2020	19 Dec 2019		16 Jun 2020	133	1.8000		Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,006,558.90	6,558.90
LC82088	AMP 1.8 17 Jun 2020 183DAY TD	17 Jun 2020	17 Dec 2019		17 Jun 2020	135	1.8000		Maturity	800,000.00	800,000.00	800,000.00	805,326.02	5,326.03
LC77559	MYS 1.72 22 Jun 2020 270DAY TD	22 Jun 2020	26 Sep 2019		22 Jun 2020	217	1.7200		Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,010,225.75	10,225.75
LC85558	GCU 1.95 01 Jul 2020 93DAY TD	1 Jul 2020	30 Mar 2020		1 Jul 2020	31	1.9500		Maturity	250,000.00	250,000.00	250,000.00	250,414.04	414.04
LC81930	BVIC 1.65 06 Jul 2020 180DAY TD	6 Jul 2020	8 Jan 2020		6 Jul 2020	113	1.6500		Maturity	2,000,000.00	2,000,000.00	2,000,000.00	2,010,216.44	10,216.44
LC83617	MACQ 1.6 08 Jul 2020 140DAY TD	8 Jul 2020	19 Feb 2020		8 Jul 2020	71	1.6000		Maturity	2,000,000.00	2,000,000.00	2,000,000.00	2,006,224.66	6,224.66
LC76073	Qld Police 2.05 16 Jul 2020 365DAY TD	16 Jul 2020	17 Jul 2019		16 Jul 2020	288	2.0500		Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,016,175.34	16,175.34
LC82275	AUBANK 1.62 20 Jul 2020 182DAY TD	20 Jul 2020	20 Jan 2020		20 Jul 2020	101	1.6200		Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,004,482.74	4,482.74
LC85548	MACQ 1.7 21 Jul 2020 140DAY TD	21 Jul 2020	3 Mar 2020		21 Jul 2020	58	1.7000		Maturity	4,000,000.00	4,000,000.00	4,000,000.00	4,010,805.48	10,805.48
LC84866	MACQ 1.7 24 Jul 2020 133DAY TD	24 Jul 2020	13 Mar 2020		24 Jul 2020	48	1.7000		Maturity	500,000.00	500,000.00	500,000.00	501,117.81	1,117.81
LC84993	HBS 1.9 24 Jul 2020 122DAY TD	24 Jul 2020	24 Mar 2020		24 Jul 2020	37	1.9000		Maturity	2,000,000.00	2,000,000.00	2,000,000.00	2,003,852.06	3,852.06
LC79726	ING 1.6 14 Aug 2020 274DAY TD	14 Aug 2020	14 Nov 2019		14 Aug 2020	168	1.6000		Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,007,364.38	7,364.38
LC82086	CACU 1.8 09 Sep 2020 273DAY TD	9 Sep 2020	11 Dec 2019		9 Sep 2020	141	1.8000		Maturity	250,000.00	250,000.00	250,000.00	251,738.36	1,738.36
LC84003	MACQ 1.6 11 Sep 2020 198DAY TD	11 Sep 2020	26 Feb 2020		11 Sep 2020	64	1.6000		Maturity	2,000,000.00	2,000,000.00	2,000,000.00	2,005,610.96	5,610.96
LC85578	CAP 2 23 Sep 2020 182DAY TD	23 Sep 2020	25 Mar 2020		23 Sep 2020	36	2.0000		Maturity	250,000.00	250,000.00	250,000.00	250,493.15	493.15
LC85557	Hunter CU 2 23 Sep 2020 182DAY TD	23 Sep 2020	25 Mar 2020		23 Sep 2020	36	2.0000		Maturity	250,000.00	250,000.00	250,000.00	250,493.15	493.15
LC86048	SWCU 2 30 Sep 2020 182DAY TD	30 Sep 2020	1 Apr 2020		30 Sep 2020	29	2.0000		Maturity	250,000.00	250,000.00	250,000.00	250,397.26	397.26
LC86047	SYD 1.7 14 Oct 2020 183DAY TD	14 Oct 2020	14 Apr 2020		14 Oct 2020	16	1.7000		Maturity	250,000.00	250,000.00	250,000.00	250,186.30	186.30
LC86097	ARA 1.85 14 Oct 2020 182DAY TD	14 Oct 2020	15 Apr 2020		14 Oct 2020	15	1.8500		Maturity	250,000.00	250,000.00	250,000.00	250,190.07	190.07
LC82087	DFB 1.7 11 Dec 2020 364DAY TD	11 Dec 2020	13 Dec 2019		11 Dec 2020	139	1.7000		Maturity	500,000.00	500,000.00	500,000.00	503,236.99	3,236.99
LC85551	MYS 1.75 16 Dec 2020 275DAY TD	16 Dec 2020	16 Mar 2020		16 Dec 2020	45	1.7500		Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,002,157.53	2,157.53
LC85553	MYS 1.75 16 Dec 2020 274DAY TD	16 Dec 2020	17 Mar 2020		16 Dec 2020	44	1.7500		Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,002,109.59	2,109.59
LC85556	QCCU 1.7 18 Mar 2021 365DAY TD	18 Mar 2021	18 Mar 2020		18 Mar 2021	43	1.7000		Maturity	2,000,000.00	2,000,000.00	2,000,000.00	2,004,005.48	4,005.48
LC85576	SCC 2 25 Mar 2021 365DAY TD	25 Mar 2021	25 Mar 2020		25 Mar 2021	36	2.0000		Maturity	250,000.00	250,000.00	250,000.00	250,493.15	493.15



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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 Rate	Coupon Frequency	Face Value Notional	Current Face Value Notional	Latest Purchase Consideration	Market Value	Accrued Interest
LC85579	Geelong B 2 25 Mar 2021 365DAY TD	25 Mar 2021	25 Mar 2020		25 Mar 2021	36	2.0000		Maturity	250,000.00	250,000.00	250,000.00	250,493.15	493.15
LC85313	ING 1.7 26 Mar 2021 364DAY TD	26 Mar 2021	27 Mar 2020		26 Mar 2021	34	1.7000		Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,001,583.56	1,583.56
LC85560	RCU 1.95 30 Mar 2021 365DAY TD	30 Mar 2021	30 Mar 2020		30 Mar 2021	31	1.9500		Maturity	250,000.00	250,000.00	250,000.00	250,414.04	414.04
LC85561	B&E 1.95 30 Mar 2021 365DAY TD	30 Mar 2021	30 Mar 2020		30 Mar 2021	31	1.9500		Maturity	250,000.00	250,000.00	250,000.00	250,414.04	414.04
LC85563	MMB 1.95 30 Mar 2021 365DAY TD	30 Mar 2021	30 Mar 2020		30 Mar 2021	31	1.9500		Maturity	250,000.00	250,000.00	250,000.00	250,414.04	414.04
LC85421	ING 1.7 01 Apr 2021 365DAY TD	1 Apr 2021	1 Apr 2020		1 Apr 2021	29	1.7000		Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,001,350.68	1,350.68
LC85429	MACQ 1.7 01 Apr 2021 365DAY TD	1 Apr 2021	1 Apr 2020		1 Apr 2021	29	1.7000		Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,001,350.68	1,350.68
LC86210	AMP 1.85 20 Apr 2021 365DAY TD	20 Apr 2021	20 Apr 2020		20 Apr 2021	10	1.8500		Maturity	1,000,000.00	1,000,000.00	1,000,000.00	1,000,506.85	506.85
										37,900,000.00	37,900,000.00		38,107,792.11	207,792.11

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 30 April 2020

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											
QTC Maranoa CF At Call	S&P AA+		33,948,101.27	33,948,101.27	100.000		0.000	33,948,101.27	47.11%	1.76%	
			33,948,101.27	33,948,101.27				33,948,101.27	47.11%		1.76%
Term Deposit											
AMP 1.9 19 May 2020 183DAY TD	S&P ST A2		2,000,000.00	2,000,000.00	100.000		0.854	2,017,073.98	2.80%	1.90%	
AMP 1.9 26 May 2020 181DAY TD	S&P ST A2		1,000,000.00	1,000,000.00	100.000		0.807	1,008,068.49	1.40%	1.90%	
AMP 1.9 26 May 2020 182DAY TD	S&P ST A2		600,000.00	600,000.00	100.000		0.812	604,872.33	0.84%	1.90%	
AMP 1.9 02 Jun 2020 183DAY TD	S&P ST A2		1,000,000.00	1,000,000.00	100.000		0.781	1,007,808.22	1.40%	1.90%	
AMP 1.8 16 Jun 2020 180DAY TD	S&P ST A2		1,000,000.00	1,000,000.00	100.000		0.656	1,006,558.90	1.40%	1.80%	
AMP 1.8 17 Jun 2020 183DAY TD	S&P ST A2		800,000.00	800,000.00	100.000		0.666	805,326.02	1.12%	1.80%	
AMP 1.85 20 Apr 2021 365DAY TD	S&P ST A2		1,000,000.00	1,000,000.00	100.000		0.051	1,000,506.85	1.39%	1.85%	
ARA 1.85 14 Oct 2020 182DAY TD	Unrated ST UR		250,000.00	250,000.00	100.000		0.076	250,190.07	0.35%	1.85%	
AUBANK 1.62 20 Jul 2020 182DAY TD	S&P ST A2		1,000,000.00	1,000,000.00	100.000		0.448	1,004,482.74	1.39%	1.62%	
SYD 1.7 14 Oct 2020 183DAY TD	Unrated ST UR		250,000.00	250,000.00	100.000		0.075	250,186.30	0.35%	1.70%	
B&E 1.95 30 Mar 2021 365DAY TD	Unrated ST UR		250,000.00	250,000.00	100.000		0.166	250,414.04	0.35%	1.95%	
BVIC 1.65 06 Jul 2020 180DAY TD	Moodys ST P-2		2,000,000.00	2,000,000.00	100.000		0.511	2,010,216.44	2.79%	1.65%	
DFB 2.35 03 Jun 2020 365DAY TD	S&P ST A2		2,000,000.00	2,000,000.00	100.000		2.131	2,042,621.92	2.83%	2.35%	
DFB 1.7 11 Dec 2020 364DAY TD	S&P ST A2		500,000.00	500,000.00	100.000		0.647	503,236.99	0.70%	1.70%	
GCU 1.95 01 Jul 2020 93DAY TD	Unrated ST UR		250,000.00	250,000.00	100.000		0.166	250,414.04	0.35%	1.95%	
Geelong B 2 25 Mar 2021 365DAY TD	Unrated ST UR		250,000.00	250,000.00	100.000		0.197	250,493.15	0.35%	2.00%	
HBS 1.9 24 Jul 2020 122DAY TD	Moodys ST P-2		2,000,000.00	2,000,000.00	100.000		0.193	2,003,852.06	2.78%	1.90%	
Hunter CU 2 23 Sep 2020 182DAY TD	Unrated ST UR		250,000.00	250,000.00	100.000		0.197	250,493.15	0.35%	2.00%	
CACU 1.8 09 Sep 2020 273DAY TD	Unrated ST UR		250,000.00	250,000.00	100.000		0.695	251,738.36	0.35%	1.80%	
ING 1.6 14 Aug 2020 274DAY TD	S&P ST A1		1,000,000.00	1,000,000.00	100.000		0.736	1,007,364.38	1.40%	1.60%	
ING 1.7 26 Mar 2021 364DAY TD	S&P ST A1		1,000,000.00	1,000,000.00	100.000		0.158	1,001,583.56	1.39%	1.70%	
ING 1.7 01 Apr 2021 365DAY TD	S&P ST A1		1,000,000.00	1,000,000.00	100.000		0.135	1,001,350.68	1.39%	1.70%	
JUDO 2.7 22 May 2020 364DAY TD	Unrated ST UR		250,000.00	250,000.00	100.000		2.530	256,324.66	0.36%	2.70%	
MACQ 1.6 08 Jul 2020 140DAY TD	Moodys ST P-1		2,000,000.00	2,000,000.00	100.000		0.311	2,006,224.66	2.78%	1.60%	
MACQ 1.7 21 Jul 2020 140DAY TD	Moodys ST P-1		4,000,000.00	4,000,000.00	100.000		0.270	4,010,805.48	5.57%	1.70%	
MACQ 1.7 24 Jul 2020 133DAY TD	Moodys ST P-1		500,000.00	500,000.00	100.000		0.224	501,117.81	0.70%	1.70%	
MACQ 1.6 11 Sep 2020 198DAY TD	Moodys ST P-1		2,000,000.00	2,000,000.00	100.000		0.281	2,005,610.96	2.78%	1.60%	
MACQ 1.7 01 Apr 2021 365DAY TD	Moodys ST P-1		1,000,000.00	1,000,000.00	100.000		0.135	1,001,350.68	1.39%	1.70%	
MMB 1.95 30 Mar 2021 365DAY TD	Unrated ST UR		250,000.00	250,000.00	100.000		0.166	250,414.04	0.35%	1.95%	
MYS 1.65 21 May 2020 126DAY TD	Moodys ST P-2		1,000,000.00	1,000,000.00	100.000		0.475	1,004,746.58	1.39%	1.65%	



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Security	Security Rating	ISIN	Face Value Original	Face Value Current	F1 Cap Price/ Unit Price/ Share Price	Unit Count/ Share Count	Accrued Interest Price	Market Value	% Total Value	Running Yield	Weighted Running Yield
MYS 1.72 22 Jun 2020 270DAY TD	Moodys ST P-2		1,000,000.00	1,000,000.00	100.000		1.023	1,010,225.75	1.40%	1.72%	
MYS 1.75 16 Dec 2020 274DAY TD	Moodys ST P-2		1,000,000.00	1,000,000.00	100.000		0.211	1,002,109.59	1.39%	1.75%	
MYS 1.75 16 Dec 2020 275DAY TD	Moodys ST P-2		1,000,000.00	1,000,000.00	100.000		0.216	1,002,157.53	1.39%	1.75%	
Qld Police 2.05 16 Jul 2020 365DAY TD	S&P ST A3		1,000,000.00	1,000,000.00	100.000		1.618	1,016,175.34	1.41%	2.05%	
QCCU 1.7 18 Mar 2021 365DAY TD	S&P ST A2		2,000,000.00	2,000,000.00	100.000		0.200	2,004,005.48	2.78%	1.70%	
RCU 1.95 30 Mar 2021 365DAY TD	Unrated ST UR		250,000.00	250,000.00	100.000		0.166	250,414.04	0.35%	1.95%	
SWCU 2.30 Sep 2020 182DAY TD	Unrated ST UR		250,000.00	250,000.00	100.000		0.159	250,397.26	0.35%	2.00%	
SCC 2.25 Mar 2021 365DAY TD	Unrated ST UR		250,000.00	250,000.00	100.000		0.197	250,493.15	0.35%	2.00%	
CAP 2.23 Sep 2020 182DAY TD	Unrated ST UR		250,000.00	250,000.00	100.000		0.197	250,493.15	0.35%	2.00%	
Warwick CU 2.5 26 May 2020 369DAY TD	Unrated ST UR		250,000.00	250,000.00	100.000		2.349	255,873.29	0.36%	2.50%	
			37,900,000.00	37,900,000.00				38,107,792.11	52.89%		1.80%
Total Portfolio			71,848,101.27	71,848,101.27				72,055,893.38	100.00%		1.78%



6. Portfolio Valuation By Categories As At 30 April 2020

Short Term Issuer/Security Rating Group	Market Value	% Total Value
N/R	3,518,338.69	4.88%
A3	1,016,175.34	1.41%
A2	21,037,869.87	29.20%
A1	12,535,408.21	17.40%
Portfolio Total	38,107,792.11	52.89%

Market Value by Security Rating Group (Short Term)



Long Term Issuer/Security Rating Group	Market Value	% Total Value
AA+ to AA-	33,948,101.27	47.11%
Portfolio Total	33,948,101.27	47.11%

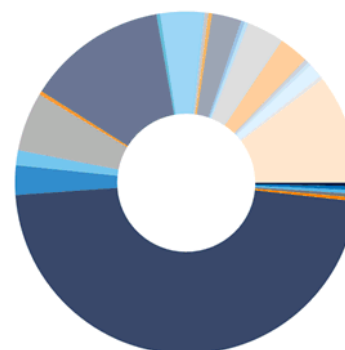
Market Value by Security Rating Group (Long Term)





Issuer	Market Value	% Total Value
AMP Bank Ltd	7,450,214.79	10.34%
Arab Bank Australia Ltd	250,190.07	0.35%
Australian Unity Bank	1,004,482.74	1.39%
Bank of Sydney Ltd	250,186.30	0.35%
Bank of us t/as B&E Ltd	250,414.04	0.35%
BankVic	2,010,216.44	2.79%
Defence Bank Ltd	2,545,858.91	3.53%
Gateway Bank Ltd	250,414.04	0.35%
Geelong Bank	250,493.15	0.35%
Heritage Bank Ltd	2,003,852.06	2.78%
Hunter United Credit Union	250,493.15	0.35%
Illawarra Credit Union Ltd	251,738.36	0.35%
ING Bank Australia Limited	3,010,298.62	4.18%
Judo Bank	256,324.66	0.36%
Macquarie Bank	9,525,109.59	13.22%
Maitland Mutual Building Society Ltd	250,414.04	0.35%
MyState Bank Ltd	4,019,239.45	5.58%
QPCU LTD t/a QBANK	1,016,175.34	1.41%
Queensland Country Bank Ltd	2,004,005.48	2.78%
Queensland Treasury Corporation	33,948,101.27	47.11%
Railways CU Ltd t/as myMOVE	250,414.04	0.35%
South West Credit Union	250,397.26	0.35%
Southern Cross CU	250,493.15	0.35%
The Capricornian Limited	250,493.15	0.35%
Warwick Credit Union	255,873.29	0.36%
Portfolio Total	72,055,893.38	100.00%

Market Value by Issuer





Security Type	Market Value	% Total Value
At Call Deposit	33,948,101.27	47.11%
Term Deposit	38,107,792.11	52.89%
Portfolio Total	72,055,893.38	100.00%

Market Value by Security Type





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Term Remaining	Market Value	% Total Value
0 to < 1 Year	72,055,893.38	100.00%
Portfolio Total	72,055,893.38	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



■ 0 to < 1 Year



7. Performance Statistics For Period Ending 30 April 2020

Trading Book	1 Month	3 Month	12 Month	Since Inception
Maranoa Regional Council				
Portfolio Return (1)	0.08%	0.36%	1.72%	2.17%
Performance Index (2)	0.05%	0.22%	1.12%	1.60%
Excess Performance (3)	0.03%	0.14%	0.60%	0.57%

Notes

- 1 Portfolio performance is the rate of return of the portfolio over the specified period
- 2 The Performance Index is the Bloomberg AusBond Bank Bill Index (Bloomberg Page BAUBIL)
- 3 Excess performance is the rate of return of the portfolio in excess of the Performance Index

Trading Book	Weighted Average Running Yield
Maranoa Regional Council	1.78



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Report Code: TEPACK020EXT-01.78
Report Description: Investment Report Pack
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 Negative Unit Holdings



Trading Limit Report 125
Maranoa Regional Council
As At 30 April 2020

1 Issuer Trading Limits

Issuer	Issuer Parent	Already Traded (with Issuer Group) Face Value Notional	Limit For Book or 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 (\$)
AMP Bank Ltd		7,400,000.00	Book	8,000,000.00	AUD	8,000,000.00	93.00	7.00	600,000	0.00	0
Arab Bank Australia Ltd		250,000.00	Book	250,000.00	AUD	250,000.00	100.00	0.00	0	0.00	0
Australian Military Bank Limited		0.00	Book	4,000,000.00	AUD	4,000,000.00	0.00	100.00	4,000,000	0.00	0
Australian Unity Bank		1,000,000.00	Book	4,000,000.00	AUD	4,000,000.00	25.00	75.00	3,000,000	0.00	0
Auswide Bank Limited		0.00	Book	4,000,000.00	AUD	4,000,000.00	0.00	100.00	4,000,000	0.00	0
Bananacoast Community Credit Union Ltd (a division of P&N Bank Limited)		0.00	Book	250,000.00	AUD	250,000.00	0.00	100.00	250,000	0.00	0
Bank of Sydney Ltd		250,000.00	Book	250,000.00	AUD	250,000.00	100.00	0.00	0	0.00	0
Bank of us t/as B&E Ltd		250,000.00	Book	250,000.00	AUD	250,000.00	100.00	0.00	0	0.00	0
BankVic		2,000,000.00	Book	4,000,000.00	AUD	4,000,000.00	50.00	50.00	2,000,000	0.00	0
BankWest Ltd	Commonwealth Bank of Australia Ltd	0.00	Book	8,000,000.00	AUD	8,000,000.00	0.00	100.00	8,000,000	0.00	0
Beyond Bank Australia Ltd		0.00	Book	4,000,000.00	AUD	4,000,000.00	0.00	100.00	4,000,000	0.00	0
Commonwealth Bank of Australia Ltd		0.00	Book	8,000,000.00	AUD	8,000,000.00	0.00	100.00	8,000,000	0.00	0
Defence Bank Ltd		2,500,000.00	Book	4,000,000.00	AUD	4,000,000.00	63.00	37.00	1,500,000	0.00	0
G&C Mutual Bank Limited		0.00	Book	3,000,000.00	AUD	3,000,000.00	0.00	100.00	3,000,000	0.00	0
Gateway Bank Ltd		250,000.00	Book	250,000.00	AUD	250,000.00	100.00	0.00	0	0.00	0
Geelong Bank		250,000.00	Book	250,000.00	AUD	250,000.00	100.00	0.00	0	0.00	0
Heritage Bank Ltd		2,000,000.00	Book	4,000,000.00	AUD	4,000,000.00	50.00	50.00	2,000,000	0.00	0
Hunter United Credit Union		250,000.00	Book	250,000.00	AUD	250,000.00	100.00	0.00	0	0.00	0
Illawarra Credit Union Ltd		250,000.00	Book	250,000.00	AUD	250,000.00	100.00	0.00	0	0.00	0
ING Bank Australia Limited		3,000,000.00	Book	8,000,000.00	AUD	8,000,000.00	38.00	62.00	5,000,000	0.00	0
Judo Bank		250,000.00	Book	250,000.00	AUD	250,000.00	100.00	0.00	0	0.00	0
Macquarie Bank		9,500,000.00	Book	8,000,000.00	AUD	8,000,000.00	100.00	0.00	0	19.00	1,500,000
Maitland Mutual Building Society Ltd		250,000.00	Book	250,000.00	AUD	250,000.00	100.00	0.00	0	0.00	0
Members Equity Bank Ltd		0.00	Book	4,000,000.00	AUD	4,000,000.00	0.00	100.00	4,000,000	0.00	0
MyState Bank Ltd		4,000,000.00	Book	4,000,000.00	AUD	4,000,000.00	100.00	0.00	0	0.00	0
National Australia Bank Ltd		0.00	Book	8,000,000.00	AUD	8,000,000.00	0.00	100.00	8,000,000	0.00	0
Police Credit Union		0.00	Book	250,000.00	AUD	250,000.00	0.00	100.00	250,000	0.00	0
QPCU LTD t/a QBANK		1,000,000.00	Book	4,000,000.00	AUD	4,000,000.00	25.00	75.00	3,000,000	0.00	0
Queensland Country Bank Ltd		2,000,000.00	Book	4,000,000.00	AUD	4,000,000.00	50.00	50.00	2,000,000	0.00	0
Queensland Treasury Corporation		33,948,101.27	Book	100.00 % of 71,848,101.27		71,848,101.27	47.00	53.00	37,900,000	0.00	0
Railways CU Ltd t/as myMOVE		250,000.00	Book	250,000.00	AUD	250,000.00	100.00	0.00	0	0.00	0



Trading Limit Report 125
Maranoa Regional Council
As At 30 April 2020

1 Issuer Trading Limits

Issuer	Issuer Parent	Already Traded (with Issuer Group) Face Value Notional	Limit For Book or 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 (\$)
South West Credit Union		250,000.00	Book	250,000.00	AUD	250,000.00	100.00	0.00	0	0.00	0
South West Slopes Credit Union Limited		0.00	Book	250,000.00	AUD	250,000.00	0.00	100.00	250,000	0.00	0
Southern Cross CU		250,000.00	Book	250,000.00	AUD	250,000.00	100.00	0.00	0	0.00	0
Summerland Credit Union Ltd		0.00	Book	250,000.00	AUD	250,000.00	0.00	100.00	250,000	0.00	0
The Capricornian Limited		250,000.00	Book	250,000.00	AUD	250,000.00	100.00	0.00	0	0.00	0
Warwick Credit Union		250,000.00	Book	250,000.00	AUD	250,000.00	100.00	0.00	0	0.00	0
		71,848,101.27				171,348,101.27			101,000,000		1,500,000
	(Excluding Parent Group Duplicates)	71,848,101.27									



2 Security Rating Group Trading Limits

Security Rating Group	Already Traded Face Value	Limit For Book or 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-	33,948,101.27	Book	100.00	% of 71,848,101.27	71,848,101.27	47.00	53.00	37,900,000	0.00	0
A1+	0.00	Book	100.00	% of 71,848,101.27	71,848,101.27	0.00	100.00	71,848,101	0.00	0
A1	12,500,000.00	Book	50.00	% of 71,848,101.27	35,924,050.64	35.00	65.00	23,424,051	0.00	0
A2	20,900,000.00	Book	30.00	% of 71,848,101.27	21,554,430.38	97.00	3.00	654,430	0.00	0
A3	1,000,000.00	Book	10.00	% of 71,848,101.27	7,184,810.13	14.00	86.00	6,184,810	0.00	0
N/R	3,500,000.00	Book	10.00	% of 71,848,101.27	7,184,810.13	49.00	51.00	3,684,810	0.00	0
	71,848,101.27				215,544,303.81			143,696,202		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 Face Value	Limit For Book or 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 (\$)
0-1 Year	71,848,101.27	Book	100.00	% of 71,848,101.27	71,848,101.27	100.00	0.00	0	0.00	0
	71,848,101.27				71,848,101.27			0		0



Trading Limit Report 125
Maranoa Regional Council
As At 30 April 2020

Issuer Trading Limits



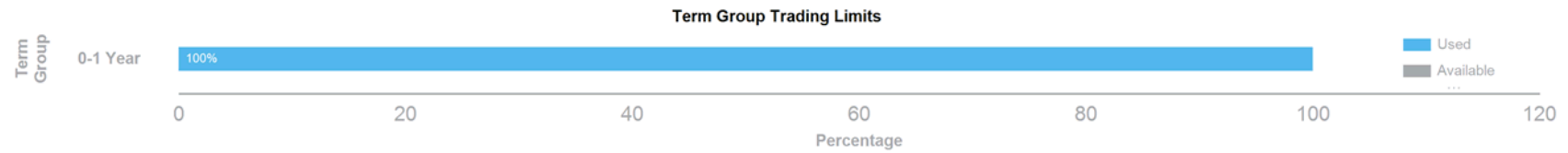


Trading Limit Report 125
Maranoa Regional Council
As At 30 April 2020





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Maranoa Regional Council
As At 30 April 2020

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Report Code: TBSBP125EXT-00.07
Report Description: Trading Limit Performance As At Date
Parameters:
As At/Scenario Date: 30 April 2020
Balance Date: 6 May 2020 (but 30 Apr 2020 used instead)
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

OFFICER REPORT

Meeting: Ordinary 27 May 2020

Date: 20 May 2020

Item Number: 11.2

File Number: D20/44011

SUBJECT HEADING: Monthly Financial Report for the month of April 2020

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 April 2020 (including year to date).

Officer's Recommendation:

That the monthly financial report for the period ending 30 April 2020 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	Nil

Context:

Why is the matter coming before Council?

To present the financial report for the month of April 2020, in accordance with section 204 of the *Local Government Regulation 2012*.

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 vs budget and balance sheet for the period ended 30 April 2020.

For the ten months ended 30 April 2020 total operating revenue was \$70.8M representing 82% of budget and total operating expenses was \$69.2M representing 83.3% of budget with 83.33% of the year elapsed.

Within total operating expenses employee costs were 75.9% of budget with materials & services 88.0%.

Interest expense on QTC loans for the month of April totaled \$46,504.

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 -

(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 April 2020 to 30 April 2020.

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 Residents, Department of Local Government, Racing and Multicultural Affairs, Queensland Audit Office.

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 <i>Local Government Regulation 2012</i>	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)).

That the monthly financial report for the period ending 30 April 2020 be received and noted.

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

No.








Link to Operational Plan Function:

Corporate Plan 2018-2023

Strategic Priority 2: Delivering strong financial management

2.5 Financial Reporting

Supporting Documentation:

1	 Balance Sheet as at 30 April 2020	D2020/0044635
2	 Total Council Actual V Budget as at 30 April 2020	D2020/0044637
3	 Office of the CEO Directorate Actual V Budget as at 30 April 2020	D2020/0044638
4	 Corporate & Community Services Directorate Actual V Budget as at 30 April 2020	D2020/0044639
5	 Development Facilities & Environmental Services Directorate Actual V Budget as at 30 April 2020	D2020/0044640
6	 Infrastructure Services Directorate Actual V Budget as at 30 April 2020	D2020/0044641
7	 Cashflow Statement April 2020	D2020/0044654

Report authorised by:

Director - Corporate & Community Services

Chief Executive Officer

**Maranoa Regional Council****Actual as at 30 April 2020****STATEMENT OF FINANCIAL POSITION**

	Actuals As at 31/04/2020	Revised budget As at 30/06/2020
Current Assets		
Cash and Cash Equivalents	3,325,689	1,453,610
Investments	71,848,101	52,588,252
Trade & Other Receivables	10,769,561	8,880,562
Inventories - Realisable < 12 Months	1,759,626	1,794,367
	87,702,977	64,716,791
Non Current Assets Held For Sale	0	0
Non-current Assets		
Infrastructure Property Plant Equipment	737,295,599	884,938,325
Projects - capital	77,529,232	0
	814,824,831	884,938,325
TOTAL ASSETS	902,527,807	949,655,116
Current Liabilities		
Trade & Other Payables	(6,301,111)	(10,943,733)
Short Term Provisions	(7,514,554)	(3,317,924)
Suspense	(402,001)	0
Borrowings	(1,313,596)	(1,339,742)
	(15,531,261)	(15,601,399)
Non-current Liabilities		
Long Term Provisions	(26,992,022)	(2,266,780)
Long Term Borrowings	(15,110,756)	(16,147,796)
	(42,102,778)	(18,414,576)
TOTAL LIABILITIES	(57,634,040)	(34,015,975)
NET COMMUNITY ASSETS	844,893,768	915,639,141
Community Equity		
Asset Revaluation Reserve	(276,713,606)	(283,340,272)
Accumulated Surplus	(516,558,179)	(632,298,869)
Other Reserves	(51,621,984)	0
TOTAL COMMUNITY EQUITY	(844,893,768)	(915,639,141)



Maranoa Regional Council
Actual vs. Budget for ten months ended
30 April 2020

TOTAL COUNCIL				
	Revised Budget 2019-2020	% of Year Elapsed - 83.33%		Comments
		Actual 30/04/2020	% Variance	
Operating Revenue				
Rates and charges	(35,990,380)	(35,716,901)	99.2%	Second half year rates levied
Sale of goods and major services	(3,599,367)	(3,654,994)	101.5%	
Fees and charges - commercial	(9,762,843)	(8,314,120)	85.2%	
Fees and charges - statutory	(1,746,497)	(2,314,643)	132.5%	Refer Development Facilities & Environment directorate
Rental and levies	(819,214)	(423,570)	51.7%	
Investment income - interest	(1,867,000)	(1,192,184)	63.9%	Refer CC Directorate
Sales of contract and recoverable works	(6,329,000)	(5,733,429)	90.6%	Refer Infrastructure Directorate
Other Revenue	(2,466,108)	(2,389,110)	96.9%	Refer CC & Infrastructure Directorates
Reimbursements	0	0	0.0%	
Grants subsidies and contributions	(20,822,899)	(8,910,961)	42.8%	Refer CC & Infrastructure Directorates
Recovery of indirect expenses - external	(1,717,170)	(778,543)	45.3%	
Internal revenue - water from standpipe	(1,222,000)	(1,354,990)	110.9%	
Total Operating Revenue	(86,342,478)	(70,783,446)	82.0%	
Operating Expenses				
Employee costs	37,140,317	28,192,867	75.9%	
Materials and services	31,575,631	27,788,938	88.0%	Refer Infrastructure Directorate
Plant hire internal	(3,144,762)	(1,812,860)	57.6%	
Overhead recovery	(9,129,790)	(6,024,140)	66.0%	
Materials and services - contracts	6,692,558	4,374,807	65.4%	
Finance Costs	696,417	492,966	70.8%	
Depreciation Amortisation and Impairment	19,237,060	15,993,579	83.1%	
Other Expenses	101,168	114,745	113.4%	Refer CC Directorate
Internal expense - rates and charges	(17,280)	111,598	-645.8%	
Indirect expenses - corporate	0	0	0.0%	
Total Operating Expenses	83,151,319	69,232,499	83.3%	
Reserve Transfers				
Transfer to reserves for operational	1,441,627	0	0.0%	
Transfer from reserves for operational	(3,203,878)	0	0.0%	
Transfer to reserves for capital	1,669,148	0	0.0%	
Transfer from reserves for capital	(28,443,260)	0	0.0%	
Operating (Surplus)/Deficit Before Capital Items	(31,727,522)	(1,550,947)	4.9%	
Capital Revenues and Expenses				
Grants and subsidies (capital) - Federal	(9,327,158)	(5,719,398)	61.3%	
Grants and subsidies (capital) - State	(8,097,198)	(2,998,529)	37.0%	
Other capital grants and subsidies	0	0	0.0%	
Contributions - capital	(14,204,543)	(12,134,609)	85.4%	
Operating (Surplus)/Deficit After Capital Items	(63,356,421)	(22,403,483)	35.4%	
Sources and Applications of Capital Funding				
Capital Funding Sources				
Loans Contra	(3,800,000)	0	0.0%	
Sale proceeds - trade ins/auctions	(2,353,000)	(480,037)	20.4%	
Funded depreciation	(19,237,060)	0	0.0%	
Total Capital Funding Sources Used	(25,390,060)	(480,037)	1.9%	
Capital Funding Applications				
Projects - capital	83,506,112	43,621,373	52.2%	
Loan repayments	1,274,250	960,170	75.4%	
Total Capital Funding Applications	84,780,362	44,581,543	52.6%	



Maranoa Regional Council
Actual vs. Budget for ten months ended
30 April 2020

OFFICE OF THE CEO DIRECTORATE

	Revised Budget 2019-2020	% of Year Elapsed - 83.33%		Comments
		Actual 30/04/2020	% Variance	
Operating Revenue				
Rates and charges	0	0	0.0%	
Sale of goods and major services	0	0	0.0%	
Fees and charges - commercial	0	0	0.0%	
Fees and charges - statutory	0	0	0.0%	
Rental and levies	0	0	0.0%	
Investment income - interest	0	0	0.0%	
Sales of contract and recoverable works	0	0	0.0%	
Other Revenue	(127,000)	(99,189)	78.1%	
Reimbursements	0	0	0.0%	
Grants subsidies and contributions	(23,500)	(51,457)	219.0%	
Recovery of indirect expenses - external	0	0	0.0%	
Internal revenue - water from standpipe	0	0	0.0%	
Total Operating Revenue	(150,500)	(150,647)	100.1%	
Operating Expenses				
Employee costs	1,613,243	1,152,406	71.4%	
Materials and services	841,400	767,112	91.2%	
Plant hire internal	28,954	2,846	9.8%	
Overhead recovery	0	0	0.0%	
Materials and services - contracts	0	0	0.0%	
Finance Costs	0	0	0.0%	
Depreciation Amortisation and Impairment	0	0	0.0%	
Other Expenses	0	0	0.0%	
Internal expense - rates and charges	(149,981)	0	0.0%	
Indirect expenses - corporate	0	0	0.0%	
Total Operating Expenses	2,333,616	1,922,363	82.4%	
Reserve Transfers				
Transfer to reserves for operational	0	0	0.0%	
Transfer from reserves for operational	0	0	0.0%	
Transfer to reserves for capital	0	0	0.0%	
Transfer from reserves for capital	0	0	0.0%	
Operating (Surplus)/Deficit Before Capital Items	2,183,116	1,771,717	81.2%	
Capital Revenues and Expenses				
Grants and subsidies (capital) - Federal	0	0	0.0%	
Grants and subsidies (capital) - State	0	0	0.0%	
Other capital grants and subsidies	0	0	0.0%	
Contributions - capital	0	0	0.0%	
Operating (Surplus)/Deficit After Capital Items	2,183,116	1,771,717	81.2%	
Sources and Applications of Capital Funding				
Capital Funding Sources				
Loans Contra	0	0	0.0%	
Sale proceeds - trade ins/auctions	0	0	0.0%	
Funded depreciation	0	0	0.0%	
Total Capital Funding Sources Used	0	0	0.0%	
Capital Funding Applications				
Projects - capital	0	0	0.0%	
Loan repayments	0	0	0.0%	
Total Capital Funding Applications	0	0	0.0%	



Maranoa Regional Council
Actual vs. Budget for ten months ended
30 April 2020

CORPORATE & COMMUNITY SERVICES DIRECTORATE

	Revised Budget 2019-2020	% of Year Elapsed - 83.33%		Comments
		Actual 30/04/2020	% Variance	
Operating Revenue				
Rates and charges	(25,277,508)	(24,730,354)	97.8%	
Sale of goods and major services	0	0	0.0%	
Fees and charges - commercial	(3,989,818)	(3,315,536)	83.1%	
Fees and charges - statutory	(150,804)	(167,617)	111.1%	
Rental and levies	0	0	0.0%	
Investment income - interest	(1,867,000)	(1,192,184)	63.9%	Unanticipated drop in short term interest rates
Sales of contract and recoverable works	0	(19,709)	0.0%	
Other Revenue	(437,800)	(562,852)	128.6%	
Reimbursements	0	0	0.0%	
Grants subsidies and contributions	(18,193,456)	(7,819,447)	43.0%	Prepaid Federal Assistance grants
Recovery of indirect expenses - external	(1,717,170)	(778,543)	45.3%	
Internal revenue - water from standpipe	0	0	0.0%	
Total Operating Revenue	(51,633,556)	(38,586,243)	74.7%	
Operating Expenses				
Employee costs	16,630,101	12,327,429	74.1%	
Materials and services	8,666,123	7,513,708	86.7%	
Plant hire internal	(9,440,561)	(6,572,821)	69.6%	
Overhead recovery	(9,129,790)	(6,024,140)	66.0%	
Materials and services - contracts	1,595,400	1,139,606	71.4%	
Finance Costs	155,026	91,104	58.8%	
Depreciation Amortisation and Impairment	2,402,287	1,889,116	78.6%	
Other Expenses	86,484	98,286	113.6%	Increased QTC admin fees due to higher than average QTC investments
Internal expense - rates and charges	0	0	0.0%	
Indirect expenses - corporate	(982,691)	(655,122)	66.7%	
Total Operating Expenses	9,982,379	9,807,166	98.2%	
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	(7,291,880)	0	0.0%	
Operating (Surplus)/Deficit Before Capital Items	(48,722,390)	(28,779,077)	59.1%	
Capital Revenues and Expenses				
Grants and subsidies (capital) - Federal	(3,933,627)	(2,804,605)	71.3%	
Grants and subsidies (capital) - State	(1,841,483)	(1,110,000)	60.3%	
Other capital grants and subsidies	0	0	0.0%	
Contributions - capital	0	0	0.0%	
Operating (Surplus)/Deficit After Capital Items	(54,497,500)	(32,693,682)	60.0%	
Sources and Applications of Capital Funding				
Capital Funding Sources				
Loans Contra	0	0	0.0%	
Sale proceeds - trade ins/auctions	(2,353,000)	(405,313)	17.2%	
Funded depreciation	(2,402,287)	0	0.0%	
Total Capital Funding Sources Used	(4,755,287)	(405,313)	8.5%	
Capital Funding Applications				
Projects - capital	20,633,182	12,887,203	62.5%	
Loan repayments	238,714	172,734	72.4%	
Total Capital Funding Applications	20,871,896	13,059,938	62.6%	



Maranoa Regional Council
Actual vs. Budget for ten months ended
30 April 2020

DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES DIRECTORATE

	Revised Budget 2019-2020	% of Year Elapsed - 83.33%		Comments
		Actual 30/04/2020	% Variance	
Operating Revenue				
Rates and charges	(2,308,574)	(2,298,042)	99.5%	
Sale of goods and major services	0	0	0.0%	
Fees and charges - commercial	(1,581,091)	(1,001,990)	63.4%	
Fees and charges - statutory	(1,093,621)	(1,579,138)	144.4%	Waste Levy contribution
Rental and levies	(819,214)	(423,570)	51.7%	
Investment income - interest	0	0	0.0%	
Sales of contract and recoverable works	0	0	0.0%	
Other Revenue	(348,519)	(436,262)	125.2%	
Reimbursements	0	0	0.0%	
Grants subsidies and contributions	(1,866,052)	(820,549)	44.0%	
Recovery of indirect expenses - external	0	0	0.0%	
Internal revenue - water from standpipe	(47,000)	983	-2.1%	
Total Operating Revenue	(8,064,071)	(6,558,568)	81.3%	
Operating Expenses				
Employee costs	6,174,882	4,866,080	78.8%	
Materials and services	10,977,117	7,104,188	64.7%	
Plant hire internal	820,055	622,857	76.0%	
Overhead recovery	0	0	0.0%	
Materials and services - contracts	1,314,336	1,122,382	85.4%	
Finance Costs	139,514	105,434	75.6%	
Depreciation Amortisation and Impairment	2,542,613	2,109,305	83.0%	
Other Expenses	7,660	7,166	93.6%	
Internal expense - rates and charges	40,000	28,897	72.2%	
Indirect expenses - corporate	152,385	101,589	66.7%	
Total Operating Expenses	22,168,562	16,067,898	72.5%	
Reserve Transfers				
Transfer to reserves for operational	71,666	0	0.0%	
Transfer from reserves for operational	(1,430,531)	0	0.0%	
Transfer to reserves for capital	130,000	0	0.0%	
Transfer from reserves for capital	(5,196,912)	0	0.0%	
Operating (Surplus)/Deficit Before Capital Items	7,678,714	9,509,331	123.8%	
Capital Revenues and Expenses				
Grants and subsidies (capital) - Federal	(500,000)	(500,000)	100.0%	
Grants and subsidies (capital) - State	(1,342,500)	(57,652)	4.3%	
Other capital grants and subsidies	0	0	0.0%	
Contributions - capital	(130,000)	(56,195)	43.2%	
Operating (Surplus)/Deficit After Capital Items	5,706,214	8,895,484	155.9%	
Sources and Applications of Capital Funding				
Capital Funding Sources				
Loans Contra	(3,800,000)	0	0.0%	
Sale proceeds - trade ins/auctions	0	(74,724)	0.0%	
Funded depreciation	(2,542,613)	0	0.0%	
Total Capital Funding Sources Used	(6,342,613)	(74,724)	1.2%	
Capital Funding Applications				
Projects - capital	12,124,319	3,282,710	27.1%	
Loan repayments	413,066	312,153	75.6%	
Total Capital Funding Applications	12,537,385	3,594,863	28.7%	



Maranoa Regional Council
Actual vs. Budget for ten months ended
30 April 2020

INFRASTRUCTURE SERVICES DIRECTORATE

	Revised Budget 2019-2020	% of Year Elapsed - 83.33%		Comments
		Actual 30/04/2020	% Variance	
Operating Revenue				
Rates and charges	(8,404,298)	(8,688,505)	103.4%	
Sale of goods and major services	(3,599,367)	(3,654,994)	101.5%	
Fees and charges - commercial	(4,191,934)	(3,996,593)	95.3%	
Fees and charges - statutory	(502,072)	(567,888)	113.1%	
Rental and levies	0	0	0.0%	
Investment income - interest	0	0	0.0%	
Sales of contract and recoverable works	(6,329,000)	(5,713,720)	90.3%	
Other Revenue	(1,552,789)	(1,290,806)	83.1%	
Reimbursements	0	0	0.0%	
Grants subsidies and contributions	(739,891)	(219,508)	29.7%	Prepaid Federal Assistance grants
Recovery of indirect expenses - external	0	0	0.0%	
Internal revenue - water from standpipe	(1,175,000)	(1,355,973)	115.4%	
Total Operating Revenue	(26,494,351)	(25,487,988)	96.2%	
Operating Expenses				
Employee costs	12,722,091	9,846,952	77.4%	
Materials and services	11,090,991	12,403,930	111.8%	Excess over budget offset by increased revenue Quarry & external works
Plant hire internal	5,446,790	4,134,258	75.9%	
Overhead recovery	0	0	0.0%	
Materials and services - contracts	3,782,822	2,112,819	55.9%	
Finance Costs	401,877	296,428	73.8%	
Depreciation Amortisation and Impairment	14,292,160	11,995,157	83.9%	
Other Expenses	7,024	9,293	132.3%	
Internal expense - rates and charges	92,701	82,701	89.2%	
Indirect expenses - corporate	830,306	553,533	66.7%	
Total Operating Expenses	48,666,762	41,435,071	85.1%	
Reserve Transfers				
Transfer to reserves for operational	1,132,149	0	0.0%	
Transfer from reserves for operational	(1,756,202)	0	0.0%	
Transfer to reserves for capital	1,539,148	0	0.0%	
Transfer from reserves for capital	(15,954,468)	0	0.0%	
Operating (Surplus)/Deficit Before Capital Items	7,133,038	15,947,083	223.6%	
Capital Revenues and Expenses				
Grants and subsidies (capital) - Federal	(4,893,531)	(2,414,793)	49.3%	
Grants and subsidies (capital) - State	(4,913,215)	(1,830,877)	37.3%	
Other capital grants and subsidies	0	0	0.0%	
Contributions - capital	(14,074,543)	(12,078,415)	85.8%	
Operating (Surplus)/Deficit After Capital Items	(16,748,251)	(377,002)	2.3%	
Sources and Applications of Capital Funding				
Capital Funding Sources				
Loans Contra	0	0	0.0%	
Sale proceeds - trade ins/auctions	0	0	0.0%	
Funded depreciation	(14,292,160)	0	0.0%	
Total Capital Funding Sources Used	(14,292,160)	0	0.0%	
Capital Funding Applications				
Projects - capital	50,748,611	27,451,460	54.1%	
Loan repayments	622,470	475,282	76.4%	
Total Capital Funding Applications	51,371,081	27,926,742	54.4%	



Maranoa Regional Council
Actuals as at 30 April 2020
STATEMENT OF CASH FLOWS

	Actuals for the month of April 2020
<u>Cash Flows from Operating activities</u>	
Receipts from Customers	10,228,347
Payments to Suppliers & Employees	3,604,089
	6,624,258
Receipts:	
Interest Revenue Investments	94,583
Recurrent Grants, Subsidies & Contributions	66,263
Other	
Payments:	
Borrowing Costs	46,504
Net Cash Operating Activities	6,738,600
<u>Cash Flows from Investing activities</u>	
Receipts:	
Sale of Property Plant & Equipment	0
Capital Grants Subsidies & Contributions	2,805,172
Payments:	
Purchase of Property Plant & Equipment	6,196,533
Net Cash Investing activities	-3,391,361
<u>Cash Flows from Financing activities</u>	
Payments:	
Repayment of Borrowings	0
Net Cash Financing Activities	0
Net Increase / Decrease in Cash & Cash Equivalents	3,347,239
Cash & Investments at beginning of month	71,826,551
Cash & Investments at end of month	75,173,790

OFFICER REPORT

Meeting: Ordinary 27 May 2020

Date: 19 May 2020

Item Number: 12.1

File Number: D20/43586

SUBJECT HEADING: Surat Water Restriction June 2020

Classification: Open Access

Officer's Title: Team Coordinator – Projects & Compliance WSG

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, remaining allocated volume is low which requires further restrictions to be introduced.

Officer's Recommendation:

That Council:

1. Receive and note the information contained in the report in relation to the Surat water consumption.
2. Approve further restrictions, removing all watering for Mondays, commencing Monday, 8 June 2020.
The new schedule proposed is as follows-
Wednesday, Friday & Sunday – East may water
Tuesday, Thursday & Saturday – West may water
Watering is only permitted from 6am to 10am and 2pm to 6pm.
3. Inform the Surat community of this restriction through a letter drop through the Surat Post Office.
4. Authorise the lifting of these restrictions 1 July 2020

Individuals or Organisations to which the report applies:

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

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

Surat residents

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?

Further water restrictions are recommended for Surat, which requires Council approval.

The river water extraction license is regulated by the Department of Natural Resources, Mines & Energy (DNRME) under the Water Act 2000. Under Section 29(5) of this Act, exceedance of a water license would leave Council liable for a penalty of up to 500 penalty units (\$63,075).

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

There is a concern regarding the total cumulative used of water from the Balonne River for Surat's Potable and Raw water. Currently the total usage stands at 331mL of the 350mL allocation.

With 7 weeks remaining in the 2019/2020 FY it is very possible that our usage could exceed our allocation.

The current watering schedule, for raw water in the town of Surat is as follows –

Monday, Wednesday, Friday & Sunday – East may water

Monday, Tuesday, Thursday & Saturday – West may water

Watering is only permitted from 6am to 10am and 2pm to 6pm.

The new schedule proposed is as follows-

Wednesday, Friday & Sunday – East may water

Tuesday, Thursday & Saturday – West may 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)

The Water Supply Act 2008 allows Council to impose water restrictions as required.

Council Policies or Asset Management Plans:

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

What are relevant sections of the policy or plan?

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

N/A

Input into the Report & Recommendation:

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

Manager Water, Sewerage & Gas – has been monitoring the usage levels and expressed concern and supports these further restrictions
 Surat Water Treatment Plant Operator - supports these further restrictions.

Funding Bodies:

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

No

This Financial Year's Budget:

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

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

No

Future Years' Budgets:

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

No

Impact on Other Individuals or Interested Parties:

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

The Surat residents will have a reduction in available raw water for watering gardens.

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
If Council does not approve these additional restrictions, Surat may exceed its water usage allocation.	The prediction currently is that the usage will exceed the allocation by a minimal amount. Whilst the DNRME is relatively lenient with minor exceedance it is within their power to issue a \$63,075 penalty.

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 further restrictions be introduced, with no watering allowed on a Monday for East or West. This will result in a saving of water of approximately 700 – 900 kl per week. These restrictions can be lifted in the new financial year, 1 June 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?

That Council:

1. Receive and note the information contained in the report in relation to the Surat water consumption.
2. Approve further restrictions, removing all watering for Mondays, commencing Monday 1 June 2020.
3. Inform the Surat community of this restriction through a letter drop through the Surat Post Office.
4. Authorise the lifting of these restrictions in the new financial year, 1 July 2020

Link to Operational Plan Function:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.1 Water

Supporting Documentation:

Nil

Report authorised by:

Manager - Water, Sewerage & Gas

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

OFFICER REPORT

Meeting: Ordinary 27 May 2020

Date: 21 May 2020

Item Number: 12.2

File Number: D20/44306

SUBJECT HEADING: Community Consultation Surat and Yuleba bores

Classification: Open Access

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

Executive Summary:

Council received funding from the Australian Government's Drought Communities Programme for a new bore in Surat and Yuleba. Community consultation documents have been prepared for these new bores.

Officer's Recommendation:

That Council:

- Approve the consultation documents for Surat bore
- Approve the consultation documents for Yuleba water treatment plant and bore

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).

Surat and Yuleba residents on Council 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
AMP	Water Network Asset Management Plan

Context:

Why is the matter coming before Council?

Community consultation documents have been prepared for the new Surat and Yuleba bores. Council approval of these documents is required prior to these being released to the community.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council received funding from the Australian Government's Drought Communities Programme for a new bore in Surat and Yuleba. The bore in Surat is the first bore for this water supply and is a backup to the river supply, in case this supply fails. The Yuleba bore is a replacement bore, as the existing bore is close to the end of its theoretical life. The old bore will then become the backup supply, providing some redundancy, which does not exist currently.

From a cost and engineering point of view the location of the Surat bore should be at the existing treatment plant. The community have expressed some other opinions and this consultation is to gather these opinions and to then make an informed decision.

In Yuleba the whole water treatment plant is being moved off Cobb & Co Park and the proposed site is 10 Perry Street. Again from a cost and engineering point of view this location is ideal. The new bore would then be located on the same lot. There have been some comments on the use of this site for the water treatment plant and this consultation is to gather these opinions and to then make an informed decision.

As part of the Surat and Yuleba Community Consultations, once the documents have been approved, letters will send out with a printed survey to all Surat and Yuleba residents to fill out and return. All Community Consultation information will also be uploaded to Council's website along with and online surveys for residents to fill in online.

Once the consultation period has finished, all data will be collated and a further report will be provided to Council.

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 AMP does document the need to replace the Yuleba bore in the short to medium term. The Surat bore is not covered.

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)

Deputy CEO / Director, Development, Facilities & Environmental Services – provided advice on the form of consultation.

Communications Officer – Infrastructure Services – prepared the consultation documentation.

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)

These bore projects are funded under the Australian Government's Drought Communities Programme. The works have to be completed by 31 December 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)

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)

Surat and Yuleba residents on Council water supply are the intended audience for this consultation.

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
Delay in consultation	If this consultation is delayed this will add delays for the construction of the new bores. These have to be completed by 31 December 2020 according to the funding agreement.

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)

Approve the consultation documents attached.

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:

- Approve the consultation documents for Surat bore
- Approve the consultation documents for Yuleba water treatment plant and bore









Link to Operational Plan Function:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.1 Water

Supporting Documentation:

1 	DRAFT - Surat Bore Community Consultation	D20/44297
		
2 	DRAFT - Proposed site for the new bore in Surat	D20/44298
		
3 	DRAFT - Yuleba Bore Community Consultation	D20/44300
		
4 	DRAFT - Proposed site for the new water infrastructure site in Yuleba	D20/44301
		

Report authorised by:

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

Surat Bore Community Consultation

Maranoa Regional Council is pleased to announce it has received funding from the Australian Government through the Drought Communities Programme Extension for the Maranoa Water Supply Security, Surat and Yuleba Township Project (including two new bores, one in Surat and the other in Yuleba).

Council is currently planning for the works to be completed and would like the community's feedback regarding the proposed location of the new bore.

BACKGROUND

The recent significant drop in the Balonne River level (due to the ongoing drought conditions) emphasised the need to have a backup water supply for Surat.

A consultant was employed to carry out a study to determine the viability of sinking a bore for Surat's water supply. One option was to take over an existing bore. Unfortunately, the bores suitable for this are a significant distance from the town and would require a pipeline which would be very costly. In addition to the high cost, water quality would deteriorate as a long pipeline is not designed to be in use for short periods of time. As a result of this study, the ideal option is to sink a new bore.

In discussions with the Department of Natural Resources, Mines and Energy it was indicated that Council could apply for a water licence of 80ML for Surat. This allocation would be adequate to supply potable water to the town for a year, should there be an issue with sourcing water from the river. This bore supply would only be for potable water and not for raw water supply.

COUNCIL WOULD LIKE YOUR FEEDBACK

Community consultations will allow Council to consider options for the new bore site and plan for the best location.

As potable water needs to be treated to ensure it is safe (as per the requirement by the State Government's Water Supply (Safety and Reliability) Act 2008, the Public Health Act 2005 and the Australian Drinking Water Guidelines 2011). If the bore is located at the Water Treatment Plant it could be pumped straight into the reservoir and into the water reticulation using the existing infrastructure. This would reduce piping costs and ongoing energy costs.

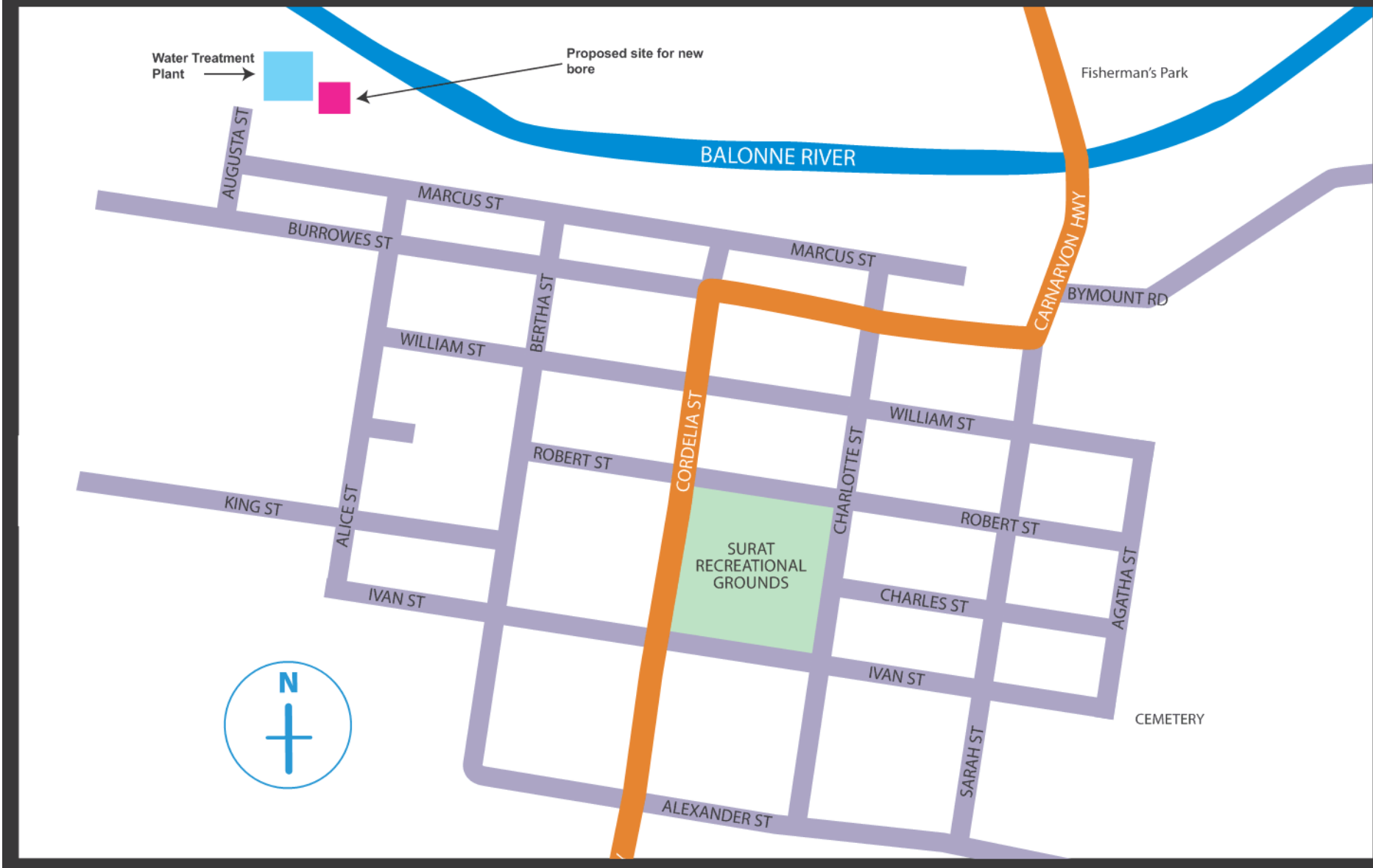
The bore will need to be located close to the Water Treatment Plant as the water needs to be chlorinated at the Water Treatment Plant and act as a backup to the entire town.

Council would like the community's feedback on the proposed site for the new bore.

Please provide your feedback via email to wsg@maranoa.qld.gov.au or visit Council website <http://www.maranoa.qld.gov.au/community-engagement/open-consultation> to fill in a feedback form before Monday, 15 June 2020.



Proposed site for the new bore in Surat



Yuleba Bore Community Consultation

Maranoa Regional Council is pleased to announce it has received funding from the Australian Government through the Drought Communities Programme Extension for the Maranoa Water Supply Security, Surat and Yuleba Township Project (including two new bores, one in Surat and the other in Yuleba).

Council is currently planning for the works to be completed and would like the community's feedback regarding the proposed location of the new bore.

BACKGROUND

The existing bore in Yuleba is very old and has theoretically reached the end of its useful life, however the bore is still operating well. For this reason a new bore was put forward as a project for external funding. The new bore will become the main town bore and the old bore will act as a backup.

Along with a new bore, the new water supply site will also house a new reservoir, treatment and booster system that will be constructed. To reduce piping costs and ongoing energy costs it is ideal to sink the new bore adjacent to this new infrastructure.

The existing water supply site is in the Cobb & Co Park and this currently interferes with the Yuleba Master Plan developed for this park. Council sought a new water supply site after a request was received from the Yuleba Development Group to move the water supply infrastructure from the park if it was possible.

COUNCIL WOULD LIKE YOUR FEEDBACK

Community consultations will allow Council to consider options for the new bore site and plan for the best location.

The new water supply site needs to be close to the location of the existing infrastructure as the water supply has been constructed to deliver water to the town from this point. 10 Perry Street is a site which is located close to the existing infrastructure and does not interfere with the Yuleba Master Plan. Moving the supply anywhere further from the existing site will result in a change to flow and pressures in the reticulation, potentially resulting in reduced firefighting capacity below the required standards at certain locations. Significant costs would be associated if mains needed to be upgraded to account for this.

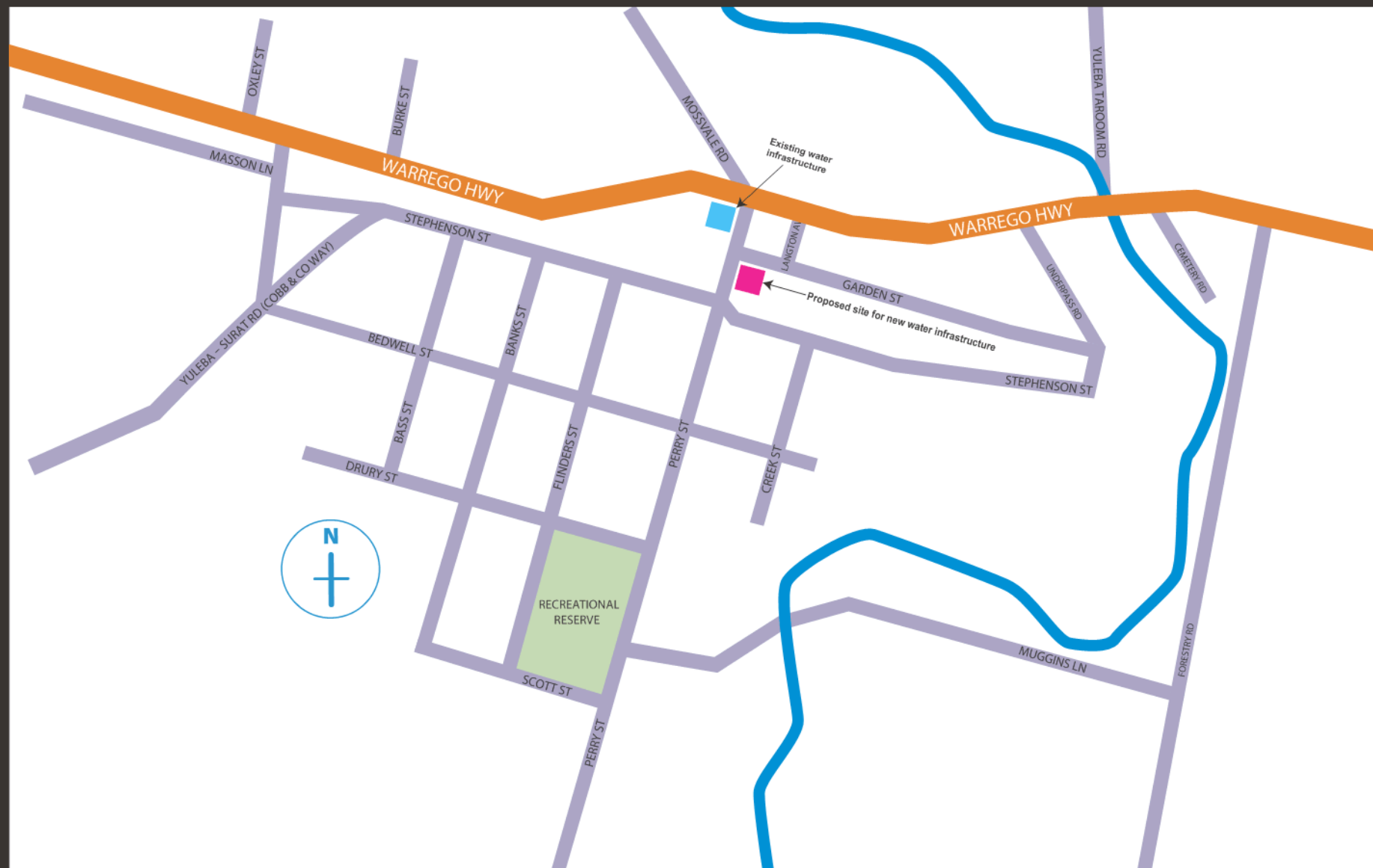
The reservoir to be built will be low, only 4.65m high and will be green colour bond to blend with the surrounding environment.

Council would like the community's feedback on the proposed site for the new bore, reservoir, treatment and booster system.

Please provide your feedback via email to wsg@maranoa.qld.gov.au or visit Council website <http://www.maranoa.qld.gov.au/community-engagement/open-consultation> to fill in a feedback form before Monday, 15 June 2020.



Proposed site for the new water infrastructure in Yuleba



OFFICER REPORT

Meeting: Ordinary 27 May 2020

Date: 7 May 2020

Item Number: 12.3

File Number: D20/39880

SUBJECT HEADING: Injune Water Strategy

Classification: Open Access

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

Executive Summary:

A strategy has been prepared for Injune water to address the current issues, including age of bore 2, storage adequacy and the water main renewal burden.

Officer's Recommendation:

That Council

1. Note the contents of the report
2. Adopt the 10 year water supply strategy for Injune

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 consumers on the Injune water network will benefit from the implementation of this strategy.

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?

This strategy includes a works program that will be incorporated into the Water Network AMP, if approved by Council.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

A water strategy was prepared for Roma (D18/16937) and Mitchell (D19/77495) and approved by Council. This strategy for Injune follows the format of the Roma and Mitchell reports and highlights the following key issues:

1. The tower reservoir has structural damage and does not warrant the cost of repairs. This tower will be decommissioned.
2. The current storage does not meet the minimum standard for required storage.
3. There are a number of small rural mains that have not been identified on the GIS. These need to be located and plotted on the GIS.
4. The smaller mains tend to be old rural type materials that require replacement as they are constantly failing
5. There are portions of the network where the hydrant spacing is below standard and there is a program to install additional hydrants.
6. A significant portion of the water mains are reaching the end of their useful lives. There is a significant renewal program required within the next 5 years to address this.

The report addresses these issues and provides a program to implement works to eliminate or reduce the impact of these issues.

Note the report recommends delaying the construction of additional storage, as the bore supply is secure with significant redundancy. The risk to the community is therefore very low.

The projects identify are therefore only of a renewal nature and already covered in the AMP.

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)

With the current hydrant spacing in parts of Injune, Council is struggling to provide fire flow capacity to some properties.

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)

Many issues raised in this report have been highlighted in the Water Network AMP. Approval of this strategy will allow this to be formalised in the AMP, with no new projects added to the capital program.

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, Water, Sewerage & Gas – reviewed the report and provided input.

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)

Council currently have funding through Works 4 Queensland to install some hydrants in Injune.

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)

There is no additional funding required that has not been identified in the Water AMP.

Impact on Other Individuals or Interested Parties:

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

(Interested Parties Analysis - IS9001:2015)

No

Risks:

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
10 year projects not approved	The projects identified in this report are already covered in the Water Network AMP, which was endorsed by Council.

Advice to Council:

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

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

Endorse this report and adopt the 10 year water supply strategy for Injune.

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 contents of the report
2. Adopt the 10 year water supply strategy for Injune

Link to Operational Plan Function:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.1 Water

Supporting Documentation:

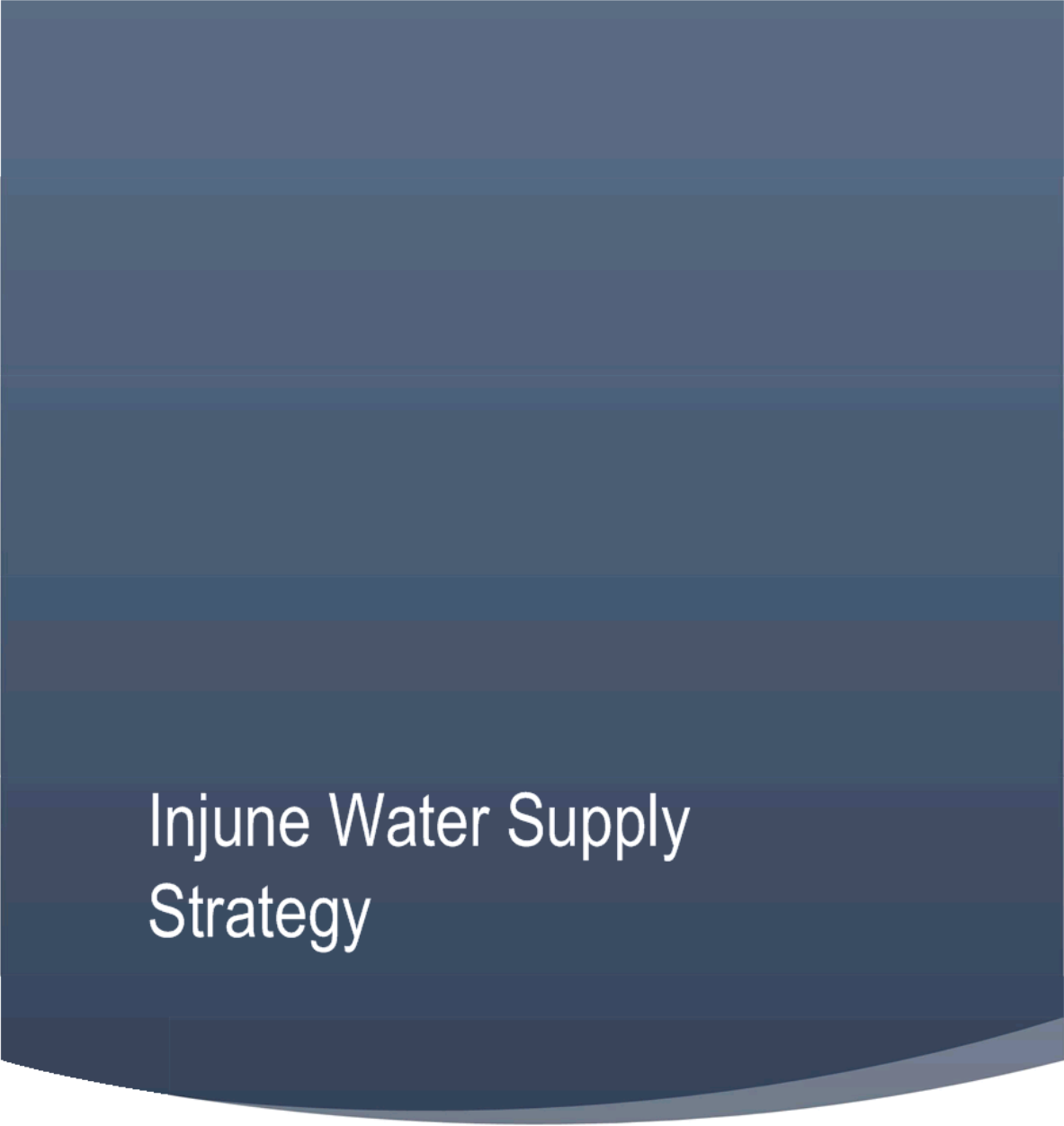


Maranoa Regional Council - Injune Water Supply
Strategy

D20/33825

Report authorised by:

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



Injune Water Supply Strategy

APRIL 2020

MARANOA REGIONAL COUNCIL
GRAHAM SWEETLOVE



Injune Water Supply Strategy

Date: April 2020
 Review Due: April 2023
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Document control					
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Rev No	Date	Revision details	Author	Verifier	Approver
1		Endorsed by Council GM _____	GS	MS	Council



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Injune Water Supply Strategy

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Executive summary

This report reviews the current operation of the Injune water supply, identifies any potential issues or short falls and recommends a plan for addressing these over the next 10 years.

The most critical issues are:

- The existing bores have adequate supply to meet demand and no additional bores are required. Bore 2 is reasonably old and may require replacement in the short to medium term.
- The current storage is below the standard for the theoretical demand, but no additional storage is recommended unless there is a significant growth in demand.
- There is a large renewal burden coming up within the next 5 years. Without external funding or increasing of charges, the council cannot afford these renewals.
- There are hydrant spacing issues that have been identified through the firefighting capacity review.



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1 Introduction

The township of Injune is located 90 kilometres north of Roma. It is a small country town with a population estimated at 320 residents. It was formerly a hub for cattle and dairy industries, but now serves as a staging point for expeditions to the nearby Carnarvon National Park. More recently, natural gas and timber have served as the major primary industries.

Injune is supplied potable water from the Great Artesian Basin, via three sub artesian bores (bore 2, 3 & 4). These bores supply water to a ground level reservoir and it is then supplied via a booster pump station to the reticulation.

The majority of Injune's water mains were constructed in the 1960s to service the population of the town at that time. Due to the size of the town and the location of the booster station, it is able to provide adequate flow and pressure to most of the town. The water mains however are reaching the end of their useful life.

This report builds on previous work carried out by Wide Bay Water in the last 10 years and is updated to reflect works carried out since the preparation of the previous reports and local knowledge of issues within the network.



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2 Issues

The following issues are currently experienced in the network:

1. The tower reservoir has structural damage and does not warrant the cost of repairs. This tower will be decommissioned.
2. The current storage does not meet the minimum standard for required storage.
3. There are a number of small rural mains that have not been identified on the GIS. These need to be located and plotted on the GIS.
4. The smaller mains tend to be old rural type materials that require replacement as they are constantly failing
5. There are portions of the network where the hydrant spacing is below standard and there is a program to install additional hydrants.
6. A significant portion of the water mains are reaching the end of their useful lives. There is a significant renewal program required within the next 5 years to address this.



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3 Design Population

3.1 Current Demand

The demand for Injune based on the LGIP water assumptions and CMDG guidelines is as follows:

Maximum Day's consumption	MD	= 2.253 ML/day
Mean Day's consumption in the Maximum month	MDMM	= 1.702 ML/day
Average Daily consumption	AD	= 1.001 ML/day

Water demand is not spread uniformly over the 24 hours of the day. In the residential areas, there is a morning and evening peak and the consumption is typically twice the average over the day. The average usage is approximately 11.59L/s with a peak of approximately 23.18L/s.

A comparison of water demand and available bore supply is provided in section 4.1.

3.2 Planning data limitations

Analysis of the current system is imprecise because not all services are metered. Estimated consumption has to be used for unmetered properties and this can lead to inaccuracy, particularly where large volumes may be used, for example for park irrigation. It also means there is no way of accurately quantifying water losses in the reticulation system. To improve future planning all services should be metered and included in the regular reading schedule. There is an ongoing program to address this.

The water main data in Council's GIS system is not totally accurate. A lot of work has been done in the past 3 years to add missing data and check the validity of the data. The data is now a lot more accurate than previously, however a program of data collection is required to verify locations as a minimum. An iPad with Konnect software has been provided to field staff to allow them to recommend corrections to the data in the field from their local knowledge.

In Injune there are a number of smaller mains that are not on the GIS. These mains are constructed with substandard materials and fail often, costing a lot in maintenance. A program is in place to locate these mains more accurately and have them recorded on the GIS system. The replacement of these mains can then be costed and included in the next review of the water AMP.

3.3 Growth Projections

Population estimates for the Priority Infrastructure Area (PIA) in Injune have been obtained from the Maranoa Regional Council LGIP Water Assumptions document. (D18/71326)

This includes assumptions about population growth beyond 2021 through to 2031 based on trends projected for the period from 2011 to 2021.

The population of Injune is expected to experience slight growth, (0.2% per annum) over the period to 2031.



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PIA	Projected Population inside PIA				
	2011	2016	2021	2026	2031
Injune	398	407	410	414	418

Table 3.1 – Projected Population for Injune PIA

The number of existing and projected residential dwellings has been estimated as follows:

PIA		Projected residential dwelling growth inside PIA				
		2011	2016	2021	2026	2031
Injune	Detached	185	205	205	205	205
	Multiple	20	20	20	20	20

Table 3.2 – Dwelling forecast

Injune is unlikely to experience any increase in the number of dwellings to the period 2031, due to the current availability of empty dwellings. It is assumed that each dwelling unit has 3 EP. This is based on the figures contained in CMDG - Water Supply Network

3.4 Projected Demand

To determine the water usage for each of the land use categories contained in the LGIP, service levels contained in the *Capricorn Municipal Development Guidelines – Water Supply Network – Design & Construction Guideline Rev F Oct 2016* (CMDG – Water Supply Network) have been used in conjunction with population forecasts and (where applicable) anticipated growth of urban areas expressed in hectares

3.4.1 Demand assumptions for Residential water supply

The CMDG - Water Supply Network assumes a water demand of 650 liters per day for each Equivalent Person (EP). Population forecasts contained in the *Planning Assumptions* have been multiplied by liters per day to determine the water supply demand for residential uses. Per the CMDG it is assumed that each dwelling unit (both multiple and single) contains 3 EP.

The formula for determining the water supply demand can be expressed as follows;

$$(EP \times \text{water demand}) \times \text{number of dwellings} = \text{water supply demand}$$



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		2016	2021	2026	2031
Injune	Dwelling units	225	225	225	225
	Water usage (ltr/per day)	438,750	438,750	438,750	438,750
	Water usage (EP/ltrs/ per day)	675	675	675	675

Table 3.3 Projected water service levels for residential uses

Note this projection assumes full occupancy, which is conservative. As the number of dwellings has not increased the demand is constant.

3.4.2 Industrial water usage

The CMDG assumes 56 EP per gross hectare of industrial GFA. The industrial gross hectare GFA for the PIA has been determined using the *Planning Assumptions – LGIP* prepared by MRC dated June 2018. The average water usage is 650lt per day per person. The formula for determining industrial water usage for the purposes of the LGIP is expressed below;

$$(EP \times \text{water demand}) \times \text{industrial gross floor area (ha)} = \text{industrial water supply demand}$$

		2016	2021	2026	2031
Injune	Industrial GFA (ha)	1.2	1.2	1.2	1.2
	Water usage (ltr/per day)	43,680	43,680	43,680	43,680
	Water usage (EP/ per day)	67.2	67.2	67.2	67.2

Table 3.4 Industrial water usage

3.4.3 Commercial water usage

The CMDG assumes 75 EP per gross hectare of Local Commercial GFA. The Local Commercial gross hectare GFA for the PIA has been determined using the *Planning Assumptions – LGIP* prepared by MRC dated June 2018. The average water usage is 650lt per day per EP. The formula for determining commercial water usage for the purposes of the LGIP is expressed as follows;

$$(EP \times \text{water demand}) \times \text{commercial gross floor area (ha)} = \text{commercial water supply demand}$$



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		2016	2021	2026	2031
Injune	Commercial	.19	.20	.20	.20
	Water usage (litr/per day)	9,262.5	9,750	9,750	9,750
	Water usage (EP/per day)	14.25	15	15	15

Table 3.5 Commercial water usage

3.4.4 Educational water usage

The CMDG assumes 0.2 EP per student. The number of students has been determined using 2011 Census Data. The percentage of the population who were students in 2011 has been assumed for each milestone year up to 2031.

The average water usage per EP for Educational Institutions is 650ltrs. The formula for determining water usage for Educational Institutions is expressed as follows;

$$(\text{Students} \times 0.2) \times 650\text{ltrs} = \text{Educational Institutions water usage}$$

		2016	2021	2026	2031
Injune	Education (students)	85	86	87	88
	Water usage (litr/per day)	11,050	11,180	11,310	11,440
	Water usage (EP/ltrs/per day)	17	17.2	17.4	17.6

Table 3.6 Educational Institutions water usage

3.4.5 Community and Recreation Purpose

The CMDG assumes 56 EP per gross hectare of recreational reserve. The gross hectare GFA for the PIA has been determined using the *Planning Assumptions – LGIP* prepared by MRC dated June 2018. The average water usage is 650lt per day per EP.

Council maintains an inventory of community and recreation land that is irrigated. Community and recreation areas that are **not** irrigated have been excluded for the purposes of calculating water demand for community and recreation purposes in the PIA. It is not expected that there will be any additional community or recreation requirements up to 2031.

$$(56 \text{ people} \times \text{irrigated recreation and community areas}) \times 650\text{ltrs}$$

		2016	2021	2026	2031
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Injune	Community Purpose (watered ha)	11.46	11.46	11.46	11.46
	Water usage (litr/per day)	417,300	417,300	417,300	417,300
	Water usage (EP/ltrs/ per day)	642.08	642.08	642.08	642.08

Table 3.7 Community and Recreation water usage

Hospitals and Nursing Home water use

The CMDG assumes 2.5 EP per hospital and nursing home bed. The number of beds for the PIA has been assumed on the size of current facilities, population forecasts and Queensland Health Hospital size categories. It is assumed Injune will have capacity for 50 beds or less. The maximum assumed number of beds has been considered in water consumptions.

The average water usage is 650lt per day per EP. The formula for determining water use in Hospitals and Nursing Homes is shown below.

$$(EP \times \text{number of beds}) \times 650\text{ltrs} = \text{water demand}$$

		2016	2021	2026	2031
Injune	Number of beds	50	50	50	50
	Water usage (litr/per day)	81,250	81,250	81,250	81,250
	Water usage (EP/ltrs/ per day)	125	125	125	125

Table 3.8 Hospitals and Nursing Home water usage

3.4.6 Demand assumptions for non-residential water supply

The demand for non-residential water has been determined based on the cumulative use of water for all non-residential land use categories.

$$(\text{Industrial} + \text{commercial} + \text{educational} + \text{community and recreation} = \text{hospitals and nursing home}) = \text{non-residential water supply demand}$$



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		2016	2021	2026	2031
Injune	Total non-residential EP	865.53	866.48	866.68	866.88
	Water usage (ltr/per day)	562,594	563,212	563,342	563,472

Table 3.9 Non Residential water usage

3.4.7 Total demand for water supply

Adding together the demands previously tabled provides the total demand for water supply.

		2016	2021	2026	2031
Injune	Average Day (ltr/per day)	1,001,344	1,001,962	1,002,092	1,002,222
	Maximum Day demand	2,253,024	2,254,14.5	2,254,707	2,255,000

Table 3.10 Total water usage

The 2016 CMDG maximum day demand of 2.25ML is a bit higher than the actual demand recorded in 2017/18 of 1.84ML. The MD of 2.25ML will be used for planning purposes.



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4 Supply Capacity

4.1 Bore Capacity

Injune is supplied with water from three sub artesian bores, pumped to a centralised reservoir and booster system. The current available yield from the bores is listed in Table 4.1 below

Bore	Supply Capacity (L/s)
2	12.5
3	15.2
4	12.0
Total (L/s)	39.7
(ML/d)	3.43

Table 4.1 Bore capacity

The bores are individually capable of greater flow (bore 2 and bore 4 up to 15.5l/s) but this does cause a larger drawdown and is inefficient and cannot be sustained for long.

4.2 Comparison of Demand and Supply

The total available flow is 3.43ML/day (based on 20 hours of pumping per day as recommended in the design guidelines). This is greater than the 2.25ML/day based on theoretical demand and almost double the actual recorded demand in 2017/18 of 1.84ML/day. It is clear that one bore alone cannot provide the maximum demand and there has to be two bores operational at all times.

Any two of the bores can meet the demand and there is therefore redundancy should a bore fail. Bore 4 is selected as the primary bore as it is located adjacent to the reservoir and treatment plant, reducing energy costs. It is also the newest bore with a new pump and therefore the least likely to fail.

4.3 Bore Distribution

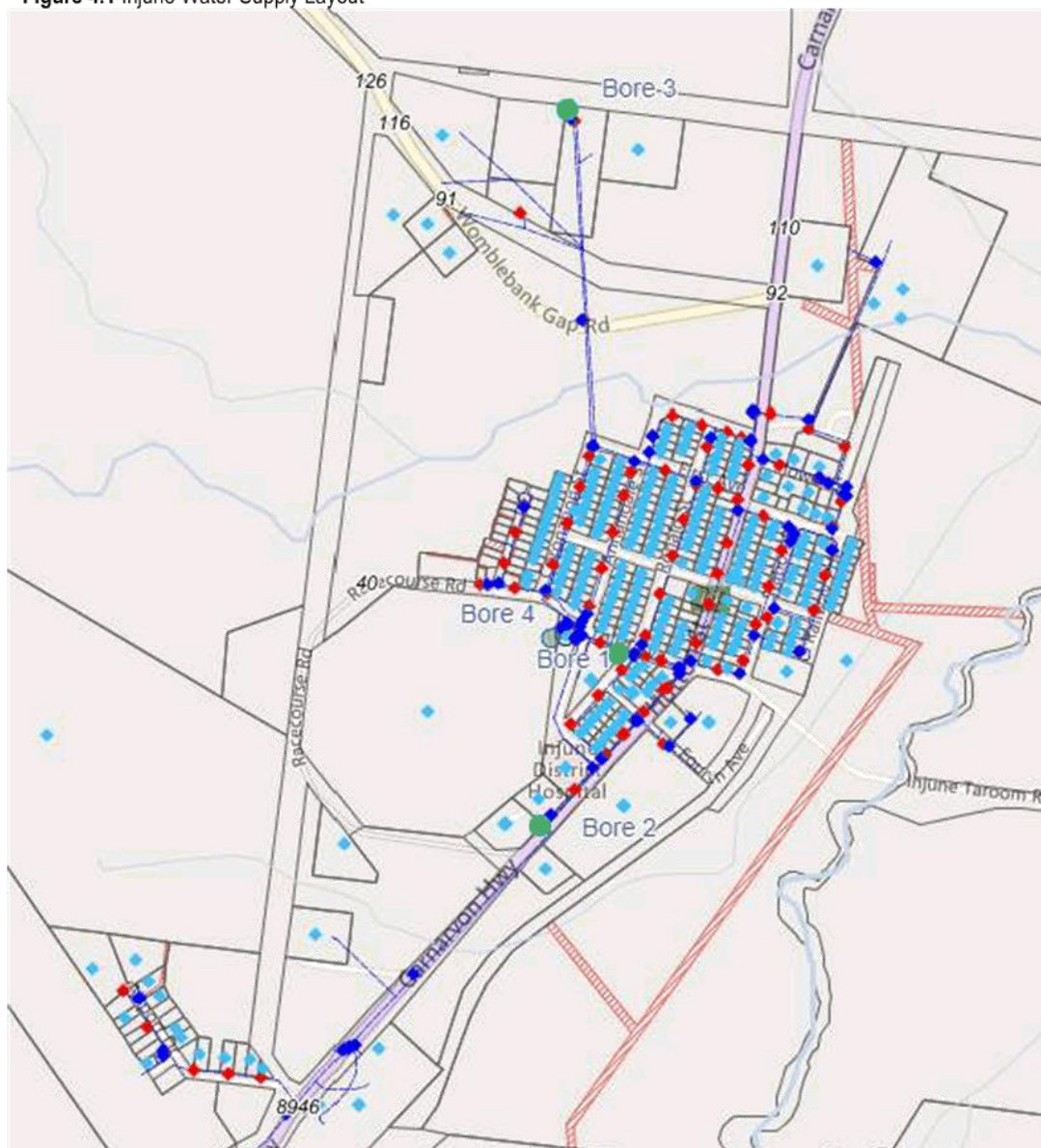
The bores used to have chlorination at each bore and feed directly into the reticulation. As bores 2 and 3 are at the extremities of the reticulation this caused pressure problems when they were used as opposed to bore 1. This was resolved by constructing a central reservoir and booster system with all of the bores feeding directly into this reservoir. The pressure in Injune is now higher than before and much more consistent.



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Figure 4.1 Injune Water Supply Layout





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4.4 Aquifer sustainability

The majority of Injune's water is extracted from the Precipice Sandston aquifer, with some extraction from the Hutton and Evergreen formations. The conclusions of a 2017 report by Pacific Environment D18/18229 were:

- It is cheaper to install a new bore into the Hutton Sandstone.
- The yield is however less than the Precipice Sandstone.
- New bores should be drilled to about 400-410m deep.

The Precipice Sandstone is suitable for use for the production bores, based on the findings of this report. There are no other groundwater users within 10 km of Injune and drawdown will be minimal, based on the calculations conducted here

4.5 Additional bores

There are 3 bores in Injune and any two of these can keep up with the peak demand. There is therefore no need for any additional bores unless there is a significant growth in Injune. Increasing the size of the pump in bore 4 should be considered first. Existing bores will just be replaced as they fail. Bore 2 is old, past its theoretical useful life. Although the bore is operating well currently, there is a possibility that it could fail suddenly.



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5 Demand Management Areas

Breaking down the service area into Demand Management Areas (DMA's) can be useful in tracking down water losses. It allow the supply authority to assess leakage by, for example

- Measuring night flows, e.g. 2am, when the actual customer usage approaches zero, and
- Comparing gross flows into the DMA with the sum of the consumer metered flows.

Where there are significant differences in elevation it also allows for pressure reduction in the relevant DMA's to minimise leakage and usage.

There are however some negative aspects to DMA's. In the water supply network, the water can travel to any particular consumer by a number of different routes. DMA boundaries cut some of the routes and so reduce redundancy that contributes to reliable supply. The boundaries also introduce new dead ends into the pipework where water quality issues can arise.

A typical DMA size would be about 3,000 equivalent persons, but this can vary widely depending on pipe layout, size of network, natural boundaries, etc. Due to the size of Injune, creating a DMA is not recommended as there will be little value in this.

Council is considering the use of Smart Metering. This allows for real time measurement and location of leaks and significant losses. The costs are prohibitive and so a trial is being investigated to be implemented in 2020/21, funds permitting (possibly in Roma).



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6 Reservoir Storage

6.1 Required Storage

The Queensland "Planning Guidelines for Water Supply and Sewerage" (March 2014) recommend minimum reservoir capacity of

$V = 3 \times (MD - MDMM) + \text{Firefighting Reserve}$, where

MD is the maximum daily consumption

MDMM is the average daily consumption over the highest 30 day consumption period and

Firefighting Reserve is 30L/s for 4 hours for a commercial area = 432KL.

Typically around Queensland

$MDMM = 1.5 \times AD$ (average day consumption), and

$MD = 1.5 \times MDMM$

So the above formula becomes $V = 2.25 \times AD + FFR$

This should be regarded as a minimum and circumstances in a particular location may warrant increased storage capacity. For example in Cairns, where cyclones could knock out power for several days, the Council worked on a minimum of $3 \times AD$ reservoir capacity.

From the LGIP water assumptions and the CMDG guidelines, parameters are:

Maximum Day's consumption	MD	= 2.253 ML/day
Mean Day's consumption in the Maximum month	MDMM	= 1.702 ML/day
Average Daily consumption	AD	= 1.001 ML/day

Therefore the reservoir capacity of $3 \times (2.253 - 1.702) + 0.432 = 2.09\text{ML}$, is required for the current population.

For the design population assuming very little growth, assume the minimum reservoir storage is 2.0ML. A large part of peak usage is for watering gardens and other non-essential uses. These can be banned in extreme cases if storage is at a premium.

6.2 Existing Reservoir Storage

The following reservoir storage is currently available in Injune:

- 0.177ML Tower, Third Avenue
- 1ML ground Reservoir, Third Avenue
- 0.2ML wash down reservoir, Carnarvon Highway

This makes a total of 1.377ML. This total storage is below the accepted standard requirement of 2.0ML. The Tower reservoir is currently not in use and it is planned to decommission this reservoir. The 1.2ML available then, well below the required storage, could provide water to the town for approximately 7 days, assuming 70% of current use is for gardens and stringent water restrictions are put in place. In addition with 3 available bores, two with generators, the risk of not being able to supply water is extremely low. It is therefore not recommended that additional storage be considered unless there is a significant increase in population or demand.



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The motivation for not increasing the reservoir storage is due to the volume of water available during periods of low demand. This can cause the water to become stale and there is the possibility of byproducts forming from the chlorination process.

6.3 Proposed Reservoirs

No additional reservoirs are recommended at this time. If a new reservoir is required in the future, this should be constructed adjacent to the existing one. This must be borne in mind should the land be developed around the reservoir, to ensure that a space is secured for this purpose.

6.4 Condition of Reservoirs

The ground reservoir and wash down reservoir are less than 10 years old and in good condition. The tower is close to 70 years old and recently experienced a significant leak at one of the construction joints. A structural assessment was completed in 2019. The tower requires repairs to the concrete joints as well as to several other ancillary assets. This tower has already been relined in the past 15 years and showed signs of requiring additional works then. The costs do not warrant the small benefit to be derived. These funds would be better spent towards an additional new reservoir.



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7 Bores to Discharge to Reservoirs

Bores feeding directly into the reticulation cause a lot of pressure problems. When a particular bore is not operating, the pressure for part of the town can be very low. The use of bores in this manner also cause very inconsistent pressure levels, with large fluctuations as bores switch on or off.

This was the case for Injune until recently, with a lot of complaints due to poor pressure. The reticulation was upgraded to allow the bores to feed directly into a centralised reservoir and a booster system was constructed. With this new infrastructure in place there have been no pressure complaints attributable to the reticulation.

7.1 Bores Affected

All the bores feed directly into the reservoir so no further changes are required in Injune.



Injune Water Supply Strategy

Date: April 2020
Review Due: April 2023
EDRMS: D20/33825

11 Reticulation Augmentation

Earlier modelling of the reticulation did not show many issues with the network requiring attention. Recent upgrades and a project to ensure looped supply (rather than dead ends) have addressed all of the major deficiencies.

There are however a number of smaller mains that are not on the GIS. These are old, of inferior material and often break. There is currently a drive to locate these assets more accurately and to get them drawn on the GIS system. These will then be added into the next revision of the AMP to ensure that there is a budget to replace and upgrade these mains to 63mm OD PE pipe in the short term.

There are still mains that have only one connection to an area with no ring loop. An example is the main serving Airport Drive. It is too expensive to duplicate this main and does not warrant the cost. This has been identified as a critical asset to be monitored to ensure that it does not fail unexpectedly.



Injune Water Supply Strategy

Date: April 2020
Review Due: April 2023
EDRMS: D20/33825

12 Fire Flow Augmentations

There are gaps in the reticulation that require hydrants to be installed to meet the code. A program of works has been identified to address these.



Injune Water Supply Strategy

Date: April 2020
Review Due: April 2023
EDRMS: D20/33825

13 Renewal Program

There are a significant percentage of the water mains that have reached the end of their useful life. Unfortunately, as much of the water network was constructed at the same time, many of these mains are failing at same the time.

The same issue is prevalent in the other bigger town in the Maranoa region. The cost of renewing these mains is greater than the Council can currently afford (at the current access and usage charges) and it is very dependent on external funding to achieve this. There is a large volume of mains to replace in the next 5 years.

As these water mains are renewed they are often replaced with a larger main to improve flows and pressures. This issue is discussed in more detail in the Water Network AMP, with the 10 year program of renewals listed.



Injune Water Supply Strategy

Date: April 2020
 Review Due: April 2023
 EDRMS: D20/33825

14 Capital Works/Renewal Program

14.1 Summary

The following is a summary of the capital works/renewals recommended in the next ten years. Budget costs are preliminary figures based on 2019 estimated costs.

Year	Description	Report Section	Budget Cost	Year Total
2020/21	Replace small rural mains	11	\$30,000	\$30,000
2021/22	Replace small rural mains	11	\$30,000	
	Replace bore pumps, bores 2 & 3	13	\$62,700	\$92,700
2022/23	Bore 3 motor	13	\$9,780	\$9,780
2023/24	Water main renewal	13	\$170,000	
	Bore 2 telemetry	13	\$13,500	\$183,500
2024/25	Water main renewal	13	\$673,670	\$673,670
2025/26	Bore 2 flowmeter	13	\$7,570	\$7,570
2089/29	Bore 3 flowmeter	13	\$7,570	\$7,570
		Total	\$1,004,790.	\$1,004,790.00

Table 14.1 Summary capital works/ renewal program

A new 1ML reservoir may be required in the future at a cost of approximately \$100,000.

INFORMATION REPORT

Meeting: Ordinary 27 May 2020

Date: 21 May 2020

Item Number: 13.1

File Number: D20/44664

SUBJECT HEADING: COVID19 Taskforce Recovery Action Plan

Classification: Open Access

Officer's Title: Manager - Economic & Community Development

Executive Summary:

At its ordinary meeting of 13 May Council resolved as follows:

Resolution No. GM/05.2020/01

Moved Cr O'Neil

Seconded Cr Golder

That:

- 1. Council take the lead of the COVID 19 Recovery Plan Taskforce as a welcome opportunity to partner with the community for our region.**
- 2. Council allocate a budget of \$111,500 from Work Order # W21881.**
- 3. A report be presented on an action plan for a regional approach to COVID-19 at the Ordinary meeting on 27 May 2020.**
- 4. A plan be developed for how staff across the region can assist in the coordination and delivery of the action plan.**

This is an information report by way of update on progress to date, and reporting actions that are necessary to deliver the outputs of the resolution.

Officer's Recommendation:

That:

1. Council receive and note the Officer's report as presented.
2. A further report be presented on the COVID-19 action plan once the results of the community survey are finalised.

Background:

At the request of Commerce Roma and Visit Roma, the author relayed the nature of Council's resolution at a subsequent meeting of the proposed taskforce partners.

This included:

- Charlie Eames, Meryl Eddie (Visit Roma)
- Camille Johnson, Shane Sellars (Commerce Roma)
- Bree Jiggins (Booringa Action Group).

Apologies were accepted from:

- Joy Denton (Advance Injune)
- Jennifer Schwennesen (Surat District Development Association)

- Megan Dickson (Wallumbilla Town Improvement Group) and
- Paul Masson (Yuleba Development Group).

All sent messages of support for the formation of the Taskforce

This meeting was organised by Charlie Eames as the first meeting of the regional partners, and therefore it was important for them to know what Council had resolved in order to further plan. The news of the resolution was met with general agreement with questions about operational parameters that can only be worked out in collaboration with Council. I understand that at the time of writing this report, the group is contacting the Mayor to arrange a whole of Council discussion about the matter.

Body of Report:

In order to properly plan a response to the needs of the community, specifically the scope and nature of the remedial measures, and the priorities, surveys needed to be conducted. This will have been concluded at the time you read this report.

It is hoped that following the meeting between Council and the other Taskforce partners, the relationships will be established, and a draft terms of reference will be agreed.

The terms of reference and the results of the survey, will inform the action plan and delivery method/s. This will enable the Officer to deliver on the resolution of Council. Accordingly the forbearance of Council is requested on the resolution until the next ordinary meeting which is scheduled for 10 June.

Link to Operational Plan Function:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.2 Economic development

Supporting Documentation:

Nil

Report authorised by:

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

OFFICER REPORT

Meeting: Ordinary 27 May 2020

Date: 21 April 2020

Item Number: 13.2

File Number: D20/34764

SUBJECT HEADING: Request for Budget considerations (2020-21) for Community Christmas Celebrations.

Classification: Open Access

Officer's Title: Manager - Economic & Community Development

Executive Summary:

Community members of Wallumbilla and the Surat tinsel trail have requested on separate occasions that Council assist in purchasing Christmas items for their respective communities. A similar project was conducted back in the 2015/2016 budget where the purchasing and installation of banners and banner poles took place in the Mitchell and Injune townships. The towns of Surat, Wallumbilla and Yuleba did not receive any funds from this amount.

Council is requested to consider a budget of \$15,000.00, allocating \$5,000.00 per community in response to the request.

Officer's Recommendation:

That Council

1. In the upcoming budget deliberations for 2020-21, Council consider a budget allocation of \$15,000.00 for the communities of Wallumbilla, Yuleba and Surat (\$5,000 each), to be used for decorations for the respective towns during Christmas celebrations.

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).

Sandra Carter - Wallumbilla Town Improvement Group
Elizabeth McLean – Surat Tinsel Trail

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
LDO	Local Development Officer
CRM	Customer Request Management
WO	Work Order

Context:

Why is the matter coming before Council?

Council has received two separate request. Sandra Carter from Wallumbilla requested to know if Wallumbilla was still receiving the banners. No record was found in our system of Wallumbilla receiving these banners. **(CRM 17060/2019)**

Elizabeth McLean from the Surat Tinsel Trail requested assistance from Council to purchase a Community Christmas tree and decorations to be put up during the Christmas period by Council. **(CRM 1373/2020)**

These matters are put forward to Council for consideration in the upcoming 2020/2021 Budget period.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

In the 2015/2016 budget Council allocated \$30,000 for the project Regional Christmas tree **(WO 15322)**. This project was to consult the Community Groups in each of the five towns regarding what they would prefer to promote for their respective towns. The popular items was Christmas banners, to be hung on new or existing fixtures within the main street of the town or a community Christmas Tree which would be placed in a Community space each year for the Christmas period.

Only Injune and Mitchell benefited from this project. Mitchell received 60 banners, which consisted of Christmas, Australia day and tourism Banners. Injune received 10 banners, which consisted of Christmas, Australia Day, Easter, "Injune where Country is" banners, and Maranoa Regional Council Banners. Along with these banners, Mungallala also received one flagpole.

It is unclear through records as to why the other towns did not receive similar attention as well however, as stated in Sandra Carter's CRM that Wallumbilla had chosen banners, but had never received them.

The Wallumbilla Town Improvement Group took up this matter with the Wallumbilla/Yuleba LDO at that time, who reported that the banners had been ordered. (The LDO has subsequently ceased employment with Council). No record can be found within Council's systems to support this statement, and certainly, no record exists of them being purchased.

There is also no record that Surat was involved with the project however, Council has received a recent request from the Surat Tinsel trail committee, requesting assistance and additional support with the setting up of the annual Christmas decorations in Surat.

The Surat Tinsel trail has requested the following of Council

- a) Purchasing of 6 x Christmas banners and frames to hang from the light poles in the main street;
- b) Purchasing of 1 x large Christmas swag to hang from the Cobb & Co Changing Station shop front awning;
- c) Purchasing of 1 x 6m large Christmas tree and decorations for the tree;
- d) Setting up and taking down the Christmas banners and Christmas Swag, and;
- e) Continuing to set up and take down the Christmas tree.

Surat currently has a Christmas tree, which is over 12 years old and has started to become frail.

The Yuleba community has not requested any assistance however; it is prudent to budget to provide something for their Christmas celebrations in this report..

An amount of \$5,000 per community was allocated in the 2015-16 budget and it is recommended that Council budget a similar amount in the 2020-21 budget. Total \$15,000.00.

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

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

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)

- Previous LDO Wallumbilla/Yuleba – Luci Gunning who immediately followed the previous LDO in the role. The matter has never been raised with Luci.
- Sport and Recreation specialist – Fiona Vincent, who was associated with the Injune and Mitchell Christmas banner, projects and
- LDO Mitchell – Jane Fenton who was involved with the Mitchell banners project.
- Sandra Carter – Wallumbilla Town Improvement Group who raised it with the immediate past LDO Andrea Rollinson, who then raised it with the author of this report.

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)

In the 2015/2016 budget, a total of \$28,780.09 was spent on the banners that both Injune and Mitchell received. These amounted to significant projects with all main road centre strip banners in Mitchell and curbside teardrop banners and mountings in Injune were incorporated in the total expenditure.

On face value an allocation of \$5,000 per community was expected from the 2015-16 budget for their respective needs, and it is likely that a similar budget will be required for this project.

It is also recommended that a WO number be set up and budget allocated to it yearly as an operational cost for Council staff to erect and dismantle these items. I understand that our Infrastructure Services crews already perform this function to a large extent.

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)

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
Negative Community Feedback	Likely and justifiable based on inequity between community budget allocations.

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 requested to consider this project as a one off project for the 2020/2021 Budget.

Recommendation:

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

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

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

An amount of \$5,000 per community was allocated in the 2015-16 budget and it is recommended that Council budget a similar amount, totaling \$15,000.00 in the 2020-21 budget.

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

No

Link to Operational Plan Function:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.12 Local development and events

Supporting Documentation:



Christmas tree Customer requests - Sandy Carter and

D20/44318



Elizabeth McLean - 21.05.2020

Report authorised by:

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

Christmas tree Customer requests

Date: 08/10/2019

CRM17060/2019

Customer Sandy Carter would like to know what ever happened to the community banners for the Wallumbilla Town Square/ Hall, that were going to be used for advertising purposes, I believe a decision was made back in possibly 2015/16 I am not sure of the dates. The option was either a Christmas tree or these banners. Wallumbilla chose the banners. If someone could let me know that would be great.

Date: 03/02/2020

CRM: 1373/2020

Dear Maranoa Regional Council CEO & fellow Councillors, We are writing to request financial assistance and additional support with the setting up of the annual Christmas decorations in Surat. Over the past 15 years the Surat Tinsel Trail has relied on the generous support of local volunteers to coordinate this each year. This community initiative has helped to instil pride and brought public unity to our region as the streets of Surat sparkle and shine during the festive season. Each year the volume of decorations assembled throughout Surat is extensive. While the end result is enjoyed by locals and visitors alike, the cost of decorations, plus the effort required to set up and take down is becoming a large task for our small group to individually manage.

To ensure that Surat continues to shine bright during the 2020 festive season and beyond, we are hoping the Maranoa Regional Council could support this initiative by:

- a) Purchasing of 6 x Christmas banners and frames to hang from the light poles in the main street;
- b) Purchasing of 1 x large Christmas swag to hang from the Cobb & Co Changing Station shop front awning;
- c) Purchasing of 1 x 6m large Christmas tree and decorations for the tree;
- d) Setting up and taking down the Christmas banners and Christmas Swag, and;
- e) Continuing to set up and take down the Christmas tree.

The current Surat Community Christmas Tree is approximately twelve years old and needs to be replaced as several of the branches are broken. This financial assistance and additional support would be greatly appreciated, as it would enhance the existing decorations for Surat and boost the festive spirit throughout the wider region. In addition to the proposed new Christmas decorations we will continue to tinsel the trees that line the main street and other main features in Surat. With your support, The Surat Tinsel Trail will continue to help spread Christmas cheer to all who live in or visit our community - which is more important than ever provided the current economic climate and hardships many are experiencing. We hope you look upon our request favourably.

Yours faithfully, The Surat Tinsel Trail Group E: bnemclean@bigpond.com

OFFICER REPORT

Meeting: Ordinary 27 May 2020

Date: 29 April 2020

Item Number: 13.3

File Number: D20/37168

SUBJECT HEADING: Request permission - Characters of Injune stories

Classification: Open Access

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

Executive Summary:

A request from the Cultural Heritage Injune Preservation Society (CHIPS) has been received concerning the use of the stories of the *Characters of Injune* sculptures, to be used in the proposed Injune Centenary Book. As these stories were a joint project between Injune District Tourism and Maranoa Regional Council, CHIPS are seeking permission to use these stories for the book.

Officer's Recommendation:

That Council grant permission for the Cultural Heritage Injune Preservation Society to use the *Character of Injune* stories in the Injune Centenary Book publication.

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).

Injune District Tourism Association

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
CHIPS	Cultural and Heritage Injune Preservation Society
IDTA	Injune District Tourism Association
RADF	Regional Arts Development Fund

Context:

Why is the matter coming before Council?

The *Characters of Injune* project, sponsored by Maranoa Regional Council, Regional Arts Development Fund (RADF) and Injune District Tourism Association (IDTA), commenced in 2013 and was officially opened in 2015.

The project consisted of nine (9) sculptural silhouettes being placed around the township of Injune along with accompanying stories which were collected by IDTA, of the community member/s the respective sculpture represented.

These stories provide an insight into the important values of hard work, resilience, loyalty and volunteering for the benefit of the community of Injune. A booklet was also released by IDTA featuring all of the stories along with photos of the sculptures.

CHIPS would like to use these stories, particularly the ones of people who have passed on, in their publication of the Injune Centenary book. CHIPS have been given permission from IDTA to use the stories and now have asked Council to grant your permission as well due, for the stories to be a part of a the project.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council currently has budget that has been allocated to CHIPS for this publication, to be released over two financial years, in three milestone payments as stated in Council Resolution GM/03.2019/37. The first milestone payment was made on the 30 April 2019 with the second milestone payment is in the process of being paid to CHIPS, as this report is being considered.

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)

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)

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)

- Members of Cultural of Heritage Injune Preservation Society.
- Injune and District Tourism Association

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 does not grant permission	Local history could be lost if it is not recorded in other areas. A historical publication is a good example of how to preserve local history.

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 great opportunity for the Community of Injune to have their local history recorded in a publication, which will then be made available for purchase once printed. This is an important step towards preserving local history and efforts such as this should be encouraged and supported completely.

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 grant permission for the Cultural Heritage Injune Preservation Society to use the *Character of Injune* stories in the Injune Centenary Book publication.



Link to Operational Plan Function:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.11 Arts and culture

Supporting Documentation:

1  CHIPS - email requesting permission - Characters of D20/40798
 Injune - 12.05.2020

Report authorised by:

Manager - Economic & Community Development

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



Tue 28/04/2020 12:24 PM

CHIPS Injune <chips.injune@gmail.com>
Injune Characters

To: Council

Follow up. Completed on Tuesday, 28 April 2020.

If there are problems with how this message is displayed, click here to view it in a web browser.

Dear Sir/Madam,

I am seeking permission from Maranoa Regional Council for CHIPS to use the stories of the characters (mainly those characters who have passed on) for the Injune Centenary Book. I have asked Injune District Tourism for the use of these stories as it was a combined project between Maranoa Regional Council and Injune District Tourism

Regards,

Janice Humphreys,
Secretary CHIPS and Book Co-ordinator

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

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

For more information regarding this service, please contact your service provider.

OFFICER REPORT

Meeting: Ordinary 27 May 2020

Date: 5 May 2020

Item Number: 13.4

File Number: D20/38766

SUBJECT HEADING: Urban addressing approval-Injune

Classification: Open Access

Officer's Title: Regional Sport & Recreation Development
Coordinator

Executive Summary:

Injune Queensland Ambulance Service (QAS) staff have raised there is a lack of urban addressing on residential properties in Injune. Correspondence was received in 2013 and more recently in 2019, outlining concerns with regards to locating homes quickly during an emergency call out. With the regular change-over of permanent staff and ongoing relief staff who operate from Injune QAS, concerns have been raised about locating injured or ill residents quickly and effectively.

Officer's Recommendation:

That Council:

- Approve members of Injune Local Emergency Coordination Committee to stencil house numbers on street guttering, from approved Council mapping to correctly identify and locate properties in the urban area
- Approve Injune Local Emergency Coordination Committee Coordinator to liaise with Council staff on appropriate location for stencilling and safe operations involving volunteers working on a community project
- Approve purchase of paint and stencils to a value of \$1 400

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).

All residents residing in the Injune township will benefit from easier and faster location of their residence by emergency services during an emergency.

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
Queensland Ambulance Service	QAS
Local Emergency Coordination Committee	LECC

Context:

Why is the matter coming before Council?

A decision is requested to utilise a Council asset for stenciling numbers that correlate with the urban address allocated and recorded with Council, for use during emergencies.

The request is presented for Council's endorsement. Council is asked to consider the matter.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

In 2013, QAS staff approached a Maranoa Regional Councillor regarding difficulty locating urban residents quickly in an emergency, particularly when QAS staff are newly appointed to working in the area. Correspondence was sent to Injune QAS outlining it is the property owner's responsibility to clearly mark and identify their property by way of a letterbox, kerb face plate or other means of clear identification for emergency services and other service providers.

The amount quoted of \$1400 for purchase of paint, includes 6 drums of 15L, totaling 90 L. This is excess requirements for the project for Injune. Injune can be used as a pilot for the same project being rolled out in other Maranoa towns experiencing similar concerns with clearly marked residential numbering.

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 Law No. 4 (local Government Controlled Areas, Facilities and Roads) 2011 Page 7 (20 An owner of land (other than vacant land) must display the number allocated so as to be easily identified for adjoining road.) see attached.

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)

Injune Community Advisory Network (CAN) members
Injune QAS Officers

Injune LECC members

Gemma Lines, Associate to the Director / Budget & Emergency Management

Kim Green, Injune-Local Development Officer

Joel Pettiford, Technical Officer GIS / CAD,

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?

GL 2081.2001.2001 \$1,400.00

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)

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)

Risk	Description of likelihood & consequences
Although the local law and Council policy clearly state it is the responsibility of the landowner to clearly mark and identify their property, it is not occurring and emergency services personnel have raised concerns	If landowners continue to disregard clearly marking their properties and a medical emergency occurs, there could be dire or fatal consequences. With minimal budget, utilising voluntary support the project could be completed in a short timeframe.

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 report officer suggests that Council consider a whole regional approach coordinated by local emergency coordinators to achieve urban addressing in all towns in the Maranoa with volunteer support.

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?

Yes, clearly for a number of years, landowners have not adhered or chosen to abide with local law or policies to clearly display the property number on their houses, fences or mailboxes.









Link to Operational Plan Function:

Corporate Plan 2018-2023

Strategic Priority 3: Helping to keep our communities safe

3.4 Emergency management and flood mitigation

Supporting Documentation:


1	 Councillor Request - Cr. Denton - Mark Stevens - QAS	D13/29155
	 concerns with lack of house numbering in the township of Injune	
2	 Request Consider Meeting Issues House Numbering	D19/63796
	 Injune - Injune Community Advisory Network	
3	 Injune LECC Minutes 4 February 2020	D20/24396
		
4	 Injune Mitre 10 quotation_reflective paint	D20/38785
		

Report authorised by:

Associate to the Director / Directorate Budget & Emergency Management

Coordination

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

		COUNCILLOR CUSTOMER FEEDBACK FORM Cr. Joy Denton	
CUSTOMER DETAILS		DATE - 04-07-13	
Name	Mark Stevens		
Address	QAS INTUNE		
Telephone Number			
Mobile Number			
Email			
Forum/Event			
Type of Feedback (please tick ✓)	<input checked="" type="checkbox"/> Request <input type="checkbox"/> Complaint <input type="checkbox"/> Suggestion <input type="checkbox"/> Compliment		
Locality of Feedback (please tick ✓)	<input type="checkbox"/> Roma <input type="checkbox"/> Mitchell <input type="checkbox"/> Surat <input checked="" type="checkbox"/> Injune <input type="checkbox"/> Yuleba <input type="checkbox"/> Other		
What does your feedback relate to? (please tick ✓)	Please specify Other <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Customer Service <input type="checkbox"/> Gas/Water/Sewerage <input type="checkbox"/> Outdoor Council Services <input type="checkbox"/> Animal Control <input type="checkbox"/> Council Facilities <input type="checkbox"/> Social Services <input type="checkbox"/> Building & Planning <input type="checkbox"/> Community Events or Programs <input type="checkbox"/> Other Council Services (please specify) </div> <div> <input type="checkbox"/> Library Services <input type="checkbox"/> Fees & Charges <input type="checkbox"/> Airports <input checked="" type="checkbox"/> Roads/Footpaths <input type="checkbox"/> Waste Services <input type="checkbox"/> Tourism <input checked="" type="checkbox"/> Addressing </div> </div>		
CUSTOMER FEEDBACK			
Mark is very concerned re the lack of House Numbers in INTUNE, has had a few call outs recently and had difficulty finding the correct address.			
Mark fears when a relief Paramedic is out there will be a fatality.			
ADVICE PROVIDED TO CUSTOMER			

Injune Community Advisory Network
Injune

Ms Julie Reitano
Chief Executive Officer
Maranoa Regional Council
PO Box 620
Roma Qld 4454
19.07.2019



Dear Ms Reitano

RE: House numbering in Injune

At our last CAN [Community Advisory Network] meeting , our Ambulance office raised the issue of the difficulty of finding the correct house in responding to call out.

The issues they raised were:

- there was no house number clearly visible from the road and
- the sequencing of house numbers is inconsistence.

Their concern is that this can cause unnecessary delays to the emergency service response time.

The committee discussed possible solutions which we would like to discuss with you at your earliest convenience.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Jane Cosh'.

Jane Cosh
President
Community Advisory Network

4 February 2020

Item	
1	<p>Welcome/Introductions</p> <p>Present - Gemma Lines, Kim Green, Fiona Vincent, Chris Coggan, Mark Saunders, Dion Horn, Meagan Wesener, Scott Walsh, Les Ries, David Bennett, Clem Faulkner, Karel-Anne Collie, Wendy Alderman, Greg Jones, Fiona Vincent. Telephone: Bruce Higham, Rob Hayward, Cr Janelle Stanford.</p> <p>Apologies - Cr Puddy Chandler, Annette Gallagher Review Contact List</p>
2	<p>Previous Meeting Minutes As per attached in meeting request</p> <p>Moved: Fiona Vincent Seconded: Gemma Lines</p> <p>Action Items Status</p>
3	<p>LDMG Meeting</p>
4	<p>Organisation/Agency Reports</p> <p>Activities/Training/Exercise/Operations</p> <ul style="list-style-type: none"> • Council • QPS • QFES Emergency Management Coordinator • QFES Rural & Urban Fire • QFES SES • QAS • Hospital • QNPWS
5	<p>Seasonal Outlook Bushfire/Storm/Flood</p>

6	Emerging Issues/Initiatives
7	LECC Training/Activity Program
8	<p>Other Business</p> <p>Gemma's email regarding maps for burn plan was discussed.</p> <p>Clem- query on who can write the fire permit for the area to the NW of Injune township. Mark- explanation on burn plan/permit differentiation Steps= 1. Put Burn Plan together 2. Permit to light – Clem can issue.</p> <p>Moved Fiona- Seconded Clem Bushfire Risk Assessment to be completed each year and permit applied for regardless of fuel load.</p> <p>David Bennett sent email- Blue Card's details missing for some SES members. Fiona to chase up the members to allow completion of paperwork.</p> <p>Meagan- Number ID - for rural indexing (some properties do not have them) Maps for town to be sent to Injune QAS staff for familiarisation of town layout Spotlights on ambulance can pick up luminous numbering on gutters</p> <p>Gemma- Surat have issued a flyer regarding making it easy for emergency services to find your residence in an emergency - ask Johanne Hancock for the example to be shared. After discussion on this project to keep it simple and using volunteer labour to get the lettering in place, Fiona advised that she would take a report to Council to seek permission to paint urban address numbering on the gutters in front of residences. Items to consider in the report are:</p> <ol style="list-style-type: none"> 1. Cost of paint and stencils 2. Number stencils to be made or purchased 3. Look for resources <p>Report to Council (12 February)</p> <p>Fiona to consider compiling a generator register- do they have 3 phase leads and the size Hall generator now in place.</p> <p>Scott- LDMG meeting on 12 March</p> <ul style="list-style-type: none"> - 2 disaster master classes - Coordination of teams in a disaster event

	<p>Gemma- fire hazard maps</p> <p>Clem- discussion on generators, recent failing of Hospital generator and required maintenance</p> <ul style="list-style-type: none"> - Agreed that it would be beneficial to compile a register of generators <p>Karel-Anne advised that the Hospital will consider a small generator for vaccine fridge in case of large generator failing. Vaccines had to be delivered to Roma during generator issues until Injune Hospital power was restored.</p> <p>Wendy</p> <ul style="list-style-type: none"> - Town bore 3- has a backup generator - Town bore 4- has backup generator <p>Gemma- Telstra tower- asked Dion when does it fail</p> <p>Dion- update to meeting</p> <p>Issue investigated- backup battery supply- to be rectified in financial year 18/19. 4.5 hrs outage of power and phones should still work.</p> <p>Dion-if major rain events what needs considering.</p> <p>Dion-Telstra tower. Dion gave an update on this long serving matter and has advised that during the most recent outages, mobile phone service was not lost so maybe Telstra have undertaken their reported upgrade to the Injune tower.</p> <p>Speak with Injune Spar- Do they have a business continuity plan for severe weather conditions and resupply of food, importantly perishables to the town? Also investigate if</p> <ul style="list-style-type: none"> - IOR - Caltex - Injune Spar - Pharmacy have business continuity plans. <p>Snr Constable replacement-Shaun De Thier</p> <ul style="list-style-type: none"> - Appointed- mid March <p>Chris- loss of 2 fireman recently in Injune. Back to 3 in total. Recruitment of new staff to occur.</p> <p>Meagan- Jamie's replacement</p> <p>Ursula/Jenny swap.</p> <p>Generator fail at Injune QAS also during recent power outage.</p> <p>Mark- is in the role until 1 May. Acting role.</p> <p>Clem enquired re availability of yellow trucks (second hand) Mark advised there are none to be placed in this district.</p> <p>Use of more graded breaks- Mark</p> <p>Bruce</p> <ul style="list-style-type: none"> - Tourists – start arriving in the Park soon
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	<ul style="list-style-type: none">- Fuel load at Mt Moffatt is low.- Goodliffe/Expedition fires recently. <p>Greg- 3 month trial.</p> <p>2021- Injune Emergency Services Day-keen to be involved.</p> <p>Cr Janelle- Thanks all members for their efforts during the time she has been Chair.</p> <p>Scott- Agenda- check with Annette. Gemma to provide.</p> <p>Closed at 3.20pm</p>
	Recap Action Items
10	Next Meeting Date

Injune Hardware & Parts

BelPaso Pty Ltd
24 Hutton Street
Injune 4454
5/05/2020 12:09:27 Page: 1

Phone: 0746261613
Fax: 0746261199
A.C.N. 635 670 576 A.B.N. 37 635 670 576
Revision: 6

MIGHTY HELPFUL
MITRE 10

Deliver To

CASHACC

Cash Account

QUOTE***3219***

Phone:

Fax:

Quote No: 3219 Operator: Tom

Sales Person: Tom

Expiry Date: 31/05/2020

Processed: 5/05/2020

Order No: MRC

Code	Description	Qty	Unit	Price	GST	Discount	Amount
HARDWARE	Reflective Yellow Paint (6 x 15L Drum Min Order) #11870	1.00	EA	1,538.90	139.90		1,538.90
FREIGHT	FREIGHT CHARGES EX Brisbane Wards	1.00	EA	180.00	16.36		180.00
HARDWARE	Lead time from supplier is 7-10 working days and Freight is 3-5 days	1.00	EA	0.00	0.00		0.00

Comments: MRC

Total: 1,718.90
INC GST 156.26

OFFICER REPORT

Meeting: Ordinary 27 May 2020

Date: 13 May 2020

Item Number: 13.5

File Number: D20/41141

SUBJECT HEADING: Mitchell Show Society - Showgrounds Boundary Fence

Classification: Open Access

Officer's Title: Administration Officer - Land Administration

Executive Summary:

The Mitchell Show Society have been successful in obtaining funds to undertake improvements at the Mitchell Show Grounds. As part of the improvements, the Mitchell Show Society plan to upgrade or replace the perimeter fence.

The purpose of this report is to consider a request received from the Mitchell Show Society to include additional Council owned land into the showgrounds when the new boundary fence is erected.

Officer's Recommendation:

That Council:-

1. Grant permission for the Mitchell Show Society Incorporated to include Council owned freehold land described as Lot 2 on RP84571 within the external boundary of the Mitchell Showgrounds, on the condition that the purchase and installation of the new boundary fence is borne by the Mitchell Show Society Incorporated.
 2. Pay the Mitchell Show Society the \$15,000 contribution allocated in the 2019/20 capital works budget towards the construction of a new arena fence at the Mitchell 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).

Mitchell Show Society 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?***

The Mitchell Show Society have been successful in obtaining funds to undertake improvements at the Mitchell Showgrounds. As part of the improvements, the Mitchell Show Society plan to upgrade or replace the perimeter fence.

The purpose of this report is to consider a request from the Mitchell Show Society to include additional Council owned land into the showgrounds when the new boundary fence is erected.

Council is asked to consider the matter.

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

(Succinct overview of the relevant facts, without interpretation)

The Mitchell Show Society have been advised that they have been successful in obtaining funds from the Regional Agricultural Show Development Grants Program to undertake improvements at the Mitchell Showgrounds. This information has been extracted from <https://www.agriculture.gov.au/ag-farm-food/infrastructure/ag-shows>.

Mitchell Show Society Incorporated	\$124,360.00	Infrastructure upgrades to Mitchell Showgrounds consisting of painting and installation of security cameras in the pavilion, water upgrades including purchase and installation of a tank for water storage for the sprinkler system for main arena and troughs for cattle and sheep yards, and the purchase and installation of fencing.
------------------------------------	--------------	---

The Mitchell Show Society plan to make the following improvements to the current infrastructure at the showgrounds –

- Upgrade or replace the perimeter fence
- Paint the inside of the main pavilion shed and other buildings
- Arena fence – Council has allocated \$15,000 in 2019/20 Special Projects budget towards this project
- Purchase and installation of larger tank for sprinkler system
- Upgrade to camping power boxes

At its General Council Meeting held on 11 December 2019, Council granted permission for the Show Society to undertake the improvements, if they were successful in gaining funding.

Resolution No. GM/12.2019/12***That Council:***

- 1. Grant permission for the infrastructure improvements at the Mitchell Showgrounds should the Mitchell Show Society Incorporated be successful in gaining funding.***

2. Provide a letter of support and approval for Mitchell Show Society Incorporated to be included with their funding application.

In relation to "Upgrade or replace the perimeter fence", the Mitchell Show Society President Steve Hancock has approached Council and asked if the Show Society could fence adjoining Council owned freehold land into the showgrounds.

This Council owned freehold land is described as Lot 2 on RP84571 and has an area of 2.833 hectares.

Show Society President Steve Hancock has advised that the additional land would assist the Mitchell Show Society with biosecurity management, holding stock if dog trials were held at the show, grazing of cattle exhibited at the show who cannot be trucked home during to rain etc.

Lot 2 on RP84571 is vacant land and is not used by Council.

Council allocated funds of \$15,000 in the 2018/19 capital works budget to assist the Mitchell Show Society to leverage funding to replace the showgrounds arena fence. These funds were then carried forward into the 2019/20 capital works budget. As the Mitchell Show Society have now successfully secured funding from the Regional Agricultural Show Development Grants Program, it is recommended that Council pay the show society Council's contribution.

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

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

Nil

Council Policies or Asset Management Plans:

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

What are relevant sections of the policy or plan?

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

Nil

Input into the Report & Recommendation:

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

Manager – Facilities (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)

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?

It is recommended that Council pay the Show Society the promised \$15,000 contribution towards the Showgrounds arena fence. These funds are allocated in the Capital/Special Projects budget against Work Order 19810.

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)

Mitchell Show Society Incorporated

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	Cost associated with the purchase, installation, maintenance and upkeep of the proposed new boundary fence

Advice to Council:

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

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

As the land described as Lot 2 on RP84571 is vacant and there are no current plans for its use in the foreseeable future, it is proposed that Council grant permission for the Mitchell Show Society to incorporate the additional Council owned land as part of the showground facility on the condition that the purchase and installation of the newly erected boundary fence is borne by the Mitchell Show Society.

The land would still be able to be used by Council if required, as the Mitchell Showgrounds is a community facility and there is no exclusive agreement with the show society in respect to the venue.

It is also recommended that Council pay the Mitchell Show Society the \$15,000 contribution (Work Order 19810) towards the arena fence. Council allocated these funds to assist the show society to leverage grant funding for their project, which they have achieved with a grant allocated from the Regional Agricultural Show Development Grants Program. This will also ensure that Council does not have to again carry these funds forward in the new budget.

Recommendation:

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

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

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

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

That Council:-

1. Grant permission for the Mitchell Show Society Incorporated to include Council owned freehold land described as Lot 2 on RP84571 within the external boundary of the Mitchell Showgrounds, on the condition that the purchase and installation of the new boundary fence is borne by the Mitchell Show Society Incorporated.
2. Pay the Mitchell Show Society the \$15,000 contribution allocated in the 2019/20 capital works budget towards the construction of a new arena fence at the Mitchell Showgrounds.

Link to Operational Plan Function:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.10 Facilities

Supporting Documentation:

[!\[\]\(588cd713e315f62f3cbd4780cbf1a1ef_img.jpg\) Indicative Map - Lot 2 on RP84571](#)

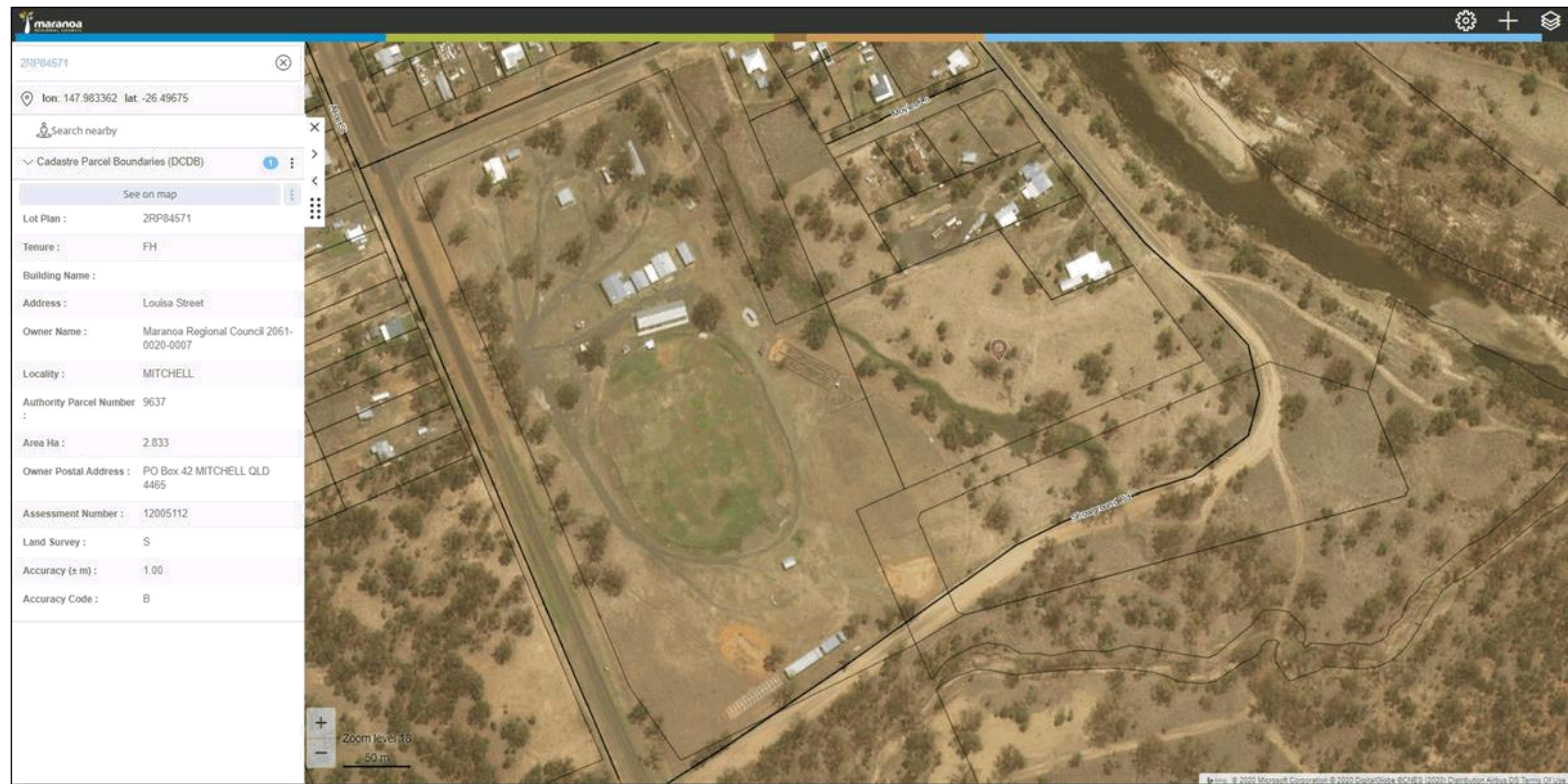
D20/41445



Report authorised by:

Manager - Facilities (Land, Buildings & Structures)

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



OFFICER REPORT

Meeting: Ordinary 27 May 2020

Date: 22 May 2020

Item Number: 13.6

File Number: D20/44825

SUBJECT HEADING: Request for Support - Conservation and Land Management Economic Stimulus

Classification: Open Access

Officer's Title: Executive Customer Service Officer - Office of the Mayor & CEO

Executive Summary:

An email was received through the Office of the Mayor on 13 May 2020, with information pertaining to a proposal for Council to consider a motion of support and a letter to the Prime Minister supporting potential Covid-19 Economic Stimulus measures for Conservation and Land Management.

Officer's Recommendation:

That Council consider the proposal.

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?

Councils have a pivotal role in delivering conservation and land management work, such as controlling weeds, protecting and restoring habitat, and managing public land. If this proposal is successful, then Councils could stand to directly benefit as one of the main sectors that can manage a surge in employment and deliver on ground conservation work through upscaling existing programs or bringing forward planned projects.

This proposal is seeking Council's support.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The National Pastoral Conservation Manager for The Pew Charitable Trusts has written to the Mayor to seek Council's support for a proposal for a jobs-rich investment conservation and land management across Australia, as part of broader economic stimulus measures in the wake of Covid-19.

Supporters of this proposal include **Landcare**, the **National Farmers Federation** and **Agforce Queensland**, **NRM Regions Australia**, the **Australian Land Conservation Alliance** and the **Australian Association of Bush Regenerators**.

This program presents important opportunities for safe, meaningful and socially beneficial work as part of the 'bridge to recovery', while leaving enduring benefits for the environment, tourism and farm businesses.

It can be delivered effectively in both metropolitan and regional areas and the practical and labour intensive nature of this work makes it highly suited as an economic stimulus and for young people or repurposing existing workforces which are under pressure.

High level discussions are being had regarding this proposal with Ministers and key bureaucrats in the Federal, State and Territory Governments. They are seeking council's engagement to demonstrate to Members of Parliament the broad community support for such a program.

The email and a copy of the letter to the Prime Minister regarding this proposal and associated two-page briefing note is attached to this report.

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)

N/A

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)

Risk	Description of likelihood & consequences
N/A	

Advice to Council:

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

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

Advice is that Council consider this proposal.

The National Pastoral Conservation Manager of the *The Pew Charitable Trusts* has suggested the following motion should there be support for an Australian or State Government conservation and land management stimulus:

That Council

1. Notes that:

a. In light of the current and anticipated impacts of COVID-19 across every sector of society, it is clear that decisive action and unprecedented investment is needed to temper the worst social and economic impacts of this crisis.

b. Over 70 farming and conservation groups around Australia, including Landcare, the National Farmers Federation, NRM Regions Australia, the Australian Land Conservation Alliance and the Australian Association of Bush Regenerators, have come together to call on state and federal government to invest in a jobs-rich conservation and land management stimulus package as part of the economic response to Covid-19.

c. Such a program presents important opportunities for safe, meaningful and socially beneficial work as part of the 'bridge to recovery', while leaving enduring benefits for the environment, tourism and farm businesses.

d. Local Governments play a pivotal role in delivering conservation and land management work, such as controlling weeds, protecting and restoring habitat, and managing public land and are ideally placed to manage a surge in effort for on ground conservation work.

2. Express its support for state and federal government investment in a jobs rich conservation and land management stimulus package as part of the economic response to Covid-19.

3. Write to our local Federal and State Members of Parliament expressing our support for this proposal and urging them to support it.

Recommendation:

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

That Council consider this proposal.

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 Operational Plan Function:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.2 Economic development

Supporting Documentation:

 1	Email from Jack Gough - Request for Council Support -	D20/44980
 2	Local Government and Conservation and Land Management Economic Stimulus	
 2	Letter to Prime Minister Re Economic Stimulus in	D20/44982
 3	conservation and land management	
 3	Economic stimulus measures in the conservation and	D20/44983
 4	land management sector Information - The Pew Charitable Trusts	
 4	Template - Local Government motion of support for	D20/44984
 4	conservation and land management stimulus - The Pew Charitable Trusts	

Report authorised by:

Manager - Communication, Information & Administration Services

Director - Corporate & Community Services

Chief Executive Officer

Brittany Lafrenais

From: Jack Gough <jgough@outback.org.au>
Sent: Wednesday, 13 May 2020 3:24 PM
To: Jack Gough
Subject: Local Government and Conservation and Land Management economic stimulus
Attachments: 20.04.02_Prime Minister_Economic Stimulus in conservation and land management.pdf; BN_Economic stimulus measures in the conservation and land management sector_13.05.20.pdf; Template Local Government motion of support for conservation and land management stimulus.docx

Categories: External correspondence

Dear Mayor,

I am writing to you on behalf of over 70 conservation, farming and land management organisations to seek your council's support for a proposal for a jobs-rich investment conservation and land management across Australia, as part of broader economic stimulus measures in the wake of Covid-19. Supporters of this proposal include **Landcare**, the **National Farmers Federation** and **Agforce Queensland**, **NRM Regions Australia**, the **Australian Land Conservation Alliance** and the **Australian Association of Bush Regenerators**.

Such a program presents important opportunities for safe, meaningful and socially beneficial work as part of the 'bridge to recovery', while leaving enduring benefits for the environment, tourism and farm businesses. It can be delivered effectively in both metropolitan and regional areas and the practical and labour intensive nature of this work makes it highly suited as an economic stimulus and for young people or repurposing existing workforces which are under pressure.

Please find **attached** a copy of the letter to the Prime Minister regarding this proposal and associated two-page briefing note.

If you would like to support this proposal, then we request that your council:

1. **Pass a motion in support, and**
2. **Write to your state and federal Members of Parliament to conveying your council's support and seeking their support.** If you could include the attached briefing note that would be appreciated.

High level discussions are being had regarding this proposal with Ministers and key bureaucrats in the federal, state and territory governments. We are seeking your council's engagement to demonstrate to Members of Parliament the broad community support for such a program.

Councils like yours have a pivotal role in delivering conservation and land management work, such as controlling weeds, protecting and restoring habitat, and managing public land. If this proposal is successful then councils could stand to directly benefit as one of the main sectors that can manage a surge in employment and deliver on ground conservation work through upscaling existing programs or bringing forward planned projects.

Practical conservation activities that could be undertaken across public and private land include:

- **a surge in weed control efforts**, focussed on containment and preventing cross-tenure spread;
- **river and wetland restoration**, including fencing, revegetation and erosion control;
- **national park infrastructure**, track maintenance and park management (fire, weeds, feral animals);
- **bushfire recovery and resilience activities**, including infrastructure repairs and habitat restoration;
- **invasive animal control**, including deer and pigs which impact on farming and threatened species;
- **tree planting and habitat restoration** in metropolitan, suburban, peri-urban and rural areas;
- **funding for private land conservation**, putting money in the hands of farmers and other land managers;

- **coastal habitat restoration and monitoring**, in partnership with the fishing industry and local communities;
- **plastics and marine debris clean up**, including research to inform future policy decisions; and
- **funding for Indigenous rangers** to deliver jobs directly to vulnerable communities using a proven model.

This investment would be low risk and would allow people who are newly unemployed or underemployed to have meaningful and secure employment for at least 12 months, giving an immediate boost to economy confidence and security. In addition, this investment would:

- provide much needed income and economic confidence for bulldozer and other machine operators, weed-sprayers, shooting and trapping contractors, fencers, nursery growers, hardware suppliers, local and Indigenous land managers and bush regenerators;
- have significant economic multipliers, with work generated for local suppliers and hospitality businesses; and
- capitalise on existing organisational and land management capabilities across the non-profit sector, private sector and local, state and federal government.

To assist you, I have **attached** a template motion of support which we would be grateful if your Council passed.

If you have any questions, please do not hesitate to contact me on 0427 713 101 or by email jgough@outback.org.au.

Kind regards,

Jack Gough
National Pastoral Conservation Manager
The Pew Charitable Trusts
p: +61 427 713 101 | e: jgough@outback.org.au

-----Safe Stamp-----
Your Anti-virus Service scanned this email. It is safe from known viruses.
For more information regarding this service, please contact your service provider.



The Hon Scott Morrison MP

Prime Minister of Australia
House of Representatives
Parliament House
Canberra ACT 2600

Sent by email: dlo@pm.gov.au
CC: Andrew.Hutchinson@pm.gov.au
NCCCEnquiries@pmc.gov.au

2 April 2020

Dear Prime Minister,

Re: Potential COVID-19 economic stimulus measures in conservation and land management

In light of the current and anticipated impacts of COVID-19 across every sector of society, it is clear that decisive action and unprecedented investment is needed to temper the worst social and economic impacts of this crisis. We recognise the important measures taken by federal, state and territory governments to date, particularly in relation to the immediate health and economic threats posed by the rapid spread of the disease.

The road to recovery will be a long one, which will require each sector of society to contribute in its own way. We stand ready to help in any way we can.

Right now, hundreds of thousands of workers have lost their job across the country and we write in the interest of assisting government to find ways to give these people security of employment over the next couple of years.

It is in this spirit that we share these ideas on the role that the conservation and land management sector could play in immediate, medium and long-term economic stimulus efforts.

Investment in a jobs-rich conservation and land management program, as part of broader economic stimulus measures, presents important opportunities for safe, meaningful and socially beneficial work during the period of economic crisis, while leaving enduring benefits for the environment, tourism and farm businesses.

The sector is ready to be part of the 'bridge to recovery' and can take on an expanded workforce once social distancing measures are eased. During the period of economic recovery, there is scope for tens of thousands of skilled and unskilled workers to be employed in the conservation and land management sector in roles that are:

- practical and labour intensive;
- located in both regional and metropolitan areas;
- appropriate for temporarily repurposing existing workforces which are under pressure, including tradespeople and workers in the tourism and small business sectors;
- contributing to building Australia's natural capital, through helping improve land condition and resilience;
- supportive of long-term sustainability of food and fibre production;
- will not create long-term structural commitments in the budget.

Please find **attached** a briefing note outlining a proposed \$4 billion combined federal and state economic stimulus package. This would provide jobs to **24,000 workers** at its peak to undertake **practical conservation activities** such as weed and pest control, river restoration and bushfire recovery and resilience.

Developing this package early will allow for **good program design** and the opportunity to learn the lessons of past programs. If funding is committed, then projects can be developed, partnerships formed and positions advertised, so that the program can hit the ground running as social distancing measures are eased.

We would welcome the opportunity to collaborate with government in designing this program.

If you have any questions or would like to organise a meeting, please contact Jack Gough, National Pastoral Conservation Manager at the Pew Charitable Trusts on 0427 713 101 or by email jgough@outback.org.au.

Yours sincerely,

Representing national organisations:



Emma Jackson
Chair, NRM Regions Australia



Nerida Bradley
CEO, Australian Land Conservation Alliance



Tony Mahar
CEO, National Farmers Federation



Doug Humann AM
Chair, Landcare Australia



Phil Harrison
CEO, Conservation Volunteers Australia



Pepe Clarke
Deputy Director, Outback to Oceans, The Pew Charitable Trusts



Andrew Cox
CEO, Invasive Species Council



Patrick O'Connor
Chair, National Landcare Network



Rich Gilmore
Country Director, Australia The Nature Conservancy



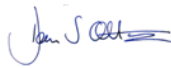
Heather Campbell
CEO, Bush Heritage Australia



Kelly O'Shanassy
CEO, Australian Conservation Foundation



Brendan Foran
CEO, Greening Australia



Dean O'Hara
CEO, Field and Game Australia



Richard Francis
President, Vertebrate Pest
Managers Association of Australia



Tim Allard
CEO, Australian Wildlife
Conservancy



Darren Kindleysides
Australian Marine Conservation
Society



Dermot O'Gorman
WWF-Australia



Dr Tein McDonald AM
President, Australian Association of
Bush Regenerators



Patrick O'Leary
Country Needs People



Tim Hughes
Director, South Endeavour Trust

Representing Queensland organisations:



Chris Norman
CEO, NRM Regions Queensland



Steve Lacey
CEO, Queensland Trust for Nature



Michael Guerin
CEO, AgForce Queensland



Darryl Ebenezer
Executive Officer, Qld Water & Land
Carers



Louise Matthiesson
Director, Queensland Conservation
Council



Lucy Graham
Director, Cairns and Far North
Environment Centre



Branden Barber
CEO, Rainforest Rescue



Katrina Dent
CEO, Reef Catchments



Elyse Riethmuller
CEO, Fitzroy Basin Association

Sheila Charlesworth
CEO, Burnett Mary Regional
Group

Zoe Williams
CEO, Northern Gulf Resource
Management Group

Paul McDonald
CEO, Southern Queensland
Landscapes

Leanne Kohler
CEO, Desert Channels Queensland

John Gavin
CEO, Cape York NRM

Andrew Maclean
CEO, Southern Gulf NRM

Scott Crawford
CEO, NQ Dry Tropics

Julie McLellan
CEO, Healthy Land and Water

Representing NSW organisations:



Adrian Zammit
CEO, Landcare NSW



Peter Arkle
CEO, NSW Farmers Association



Chris Gambian
CEO, Nature Conservation Council

Representing South Australian organisations:

Hugo Hopton
CEO, Nature Foundation SA



Rob Kerin
Executive Chair, Primary Producers
SA



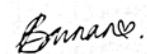
Craig Wilkins
CEO, Conservation Council of SA



Natasha Davis
Chair, SA Nature Alliance & CEO,
Trees for Life



Michael Stead
President, Nature Conservation
Society SA



Sheree Bowman
Chair, Landcare Association of SA

Representing Western Australian organisations:

Piers Verstegen
Director, Conservation Council of
WA



Mick Davis
Chair, WA Landcare Network



Sally Wilkinson
CEO, South West Catchments
Council




Justin Bellanger
CEO, South Coast NRM



Paul Bodlovich
CEO, Perth NRM



Debra Tarabini-East
CEO, Rangelands NRM



Natarsha Woods
CEO, Wheatbelt NRM



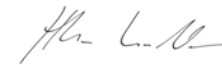
Martin Prichard
Director, Environs Kimberley

Representing Victorian organisations:

David Clark
Chair, Landcare Victoria Inc.



Steve Sheridan
CEO, Victorian Farmers Federation



Jono La Nauze
CEO, Environment Victoria



Matt Ruchel
Executive Director, Victorian
National Parks Association

Representing Tasmanian organisations:

Rod Knight
CEO, Landcare Tasmania



James Hattam
CEO, Tasmanian Land Conservancy



Pam Allan
Chair, NRM North



Nepelle Crane
CEO, NRM South



Daryl Connelly
CEO, Cradle Coast Authority

Representing Northern Territory organisations:



Karen May
CEO, Territory NRM



Ashley Manicaros
CEO, Northern Territory
Cattleman's Association



Jimmy Cocking
CEO, Arid Lands Environment
Centre



Shar Molloy
Director, Environment Centre NT



Annie Andrews
Chair, Landcare NT

Representing ACT organisations:



Karissa Preuss
CEO, Landcare ACT



Helen Oakey
Executive Director, Conservation
Council ACT



Frank Garofalow
CEO, ACT NRM

Economic stimulus measures in the conservation and land management sector

In light of the current and anticipated impacts of COVID-19 across every sector of society, it is clear that decisive action and unprecedented investment is needed to temper the worst social and economic impacts of this crisis. We recognise and welcome the measures taken by federal and state governments to date, particularly in relation to the immediate health and economic threats posed by the rapid spread of the disease.

We recognise that the road to recovery will be a long one, which will require each sector of society to contribute in its own way. We stand ready to help in any way we can.

Right now, hundreds of thousands of workers have lost their job across the country and we write in the interest of assisting government to find ways to give these people security of employment over the next couple of years. It is in this spirit that we share these ideas on the role that the conservation and land management sector could play in immediate, medium and long-term economic stimulus efforts.

Investment in a jobs-rich conservation and land management program, as part of broader economic stimulus measures, presents important opportunities for safe, meaningful and socially beneficial work during the period of economic crisis, while leaving enduring benefits for the environment, tourism and farm businesses.

During the period of economic recovery, there is scope for tens of thousands of skilled and unskilled workers to be employed in the conservation and land management sector in roles that are:

- practical and labour intensive;
- located in both regional and metropolitan areas;
- appropriate for repurposing existing workforces which are under pressure, including tradespeople and workers in the tourism, fisheries and forestry sectors; and,
- will not create long-term structural commitments in the budget.

Practical conservation activities that could be undertaken across public and private land include:

- **a surge in weed control efforts**, focussed on containment and preventing cross-tenure spread;
- **river and wetland restoration**, including fencing, revegetation and erosion control;
- **national park infrastructure**, track maintenance and park management (fire, weeds, feral animals);
- **bushfire recovery and resilience activities**, including infrastructure repairs and habitat restoration;
- **invasive animal control**, including deer and pigs which impact on farming and threatened species;
- **tree planting and habitat restoration** in metropolitan, suburban, peri-urban and rural areas;
- **funding for private land conservation**, putting money in the hands of farmers and other land managers;
- **coastal habitat restoration and monitoring**, in partnership with the fishing industry and local communities;
- **plastics and marine debris clean up**, including research to inform future policy decisions; and
- **funding for Indigenous rangers** to deliver jobs directly to vulnerable communities using a proven model.

This investment would be low risk, especially if the planning occurs during the current 'lock down' as part of the stimulus measures. It would allow people who are newly unemployed or underemployed to have meaningful and secure employment for at least 12 months as soon as social distancing measures are eased, giving an immediate boost to economy confidence and security. In addition, this investment would:

- provide much needed income and economic confidence for bulldozer and other machine operators, weed-sprayers, shooting and trapping contractors, fencers, nursery growers, hardware suppliers, local and Indigenous land managers and bush regenerators;
- have significant economic multipliers, especially in regional communities, with work generated for local suppliers and hospitality businesses; and
- capitalise on existing organisational and land management capabilities across the non-profit sector, private sector and local, state and federal government.

For more information, contact Pepe Clarke, Pew Charitable Trusts, 0420 425 471, pclarke@pewtrusts.org

Program design considerations

Developing this package early will allow for good **program design** and the opportunity to learn the lessons of past programs. If funding is committed, then the 'lock down' period is an opportunity to develop projects, seek partners and allow people to apply for positions, so that the program can hit the ground running. We would welcome the opportunity to collaborate with the government in the detailed design of this program.

The **geographic focus** of investment could be refined as the economic and social impacts of COVID-19 become clearer over time, including identification of regions experiencing particularly high unemployment, but could range from national park maintenance, bushfire recovery and river restoration in Western Sydney to weed control and coastal restoration in North Queensland communities affected by a rapid decline in tourism.

The program would provide an **immediate economic stimulus** with 90% of funding expended across the first two years. The remaining 10% can be spent in years three to four to **maintain and consolidate** the gains in any short-term stimulus program. Jobs could be directed to areas where existing funding can be leveraged, including through ongoing government programs and donations from the recent bushfire disaster.

Indicative return on investment

Research into employment outcomes from stimulus spending in the United States (Edwards et al. 2013) found that conservation, land management and habitat restoration provide a **high return on investment**, relative to other sectors. The labour-intensive nature of the work, combined with relatively low capital and overhead costs, results in a high proportion of investment flowing to the employees and contractors delivering the work (and, in turn, to their families and businesses in their local community).

The ratio between salary, operational and capital costs will vary by activity, location and program, but we estimate that investment in conservation land management would support about **1,000 full-time equivalent positions per \$100 million invested** (including salaries, on-costs, operational and capital expenditure).¹

We believe the conservation and land management sector – including non-profit organisations, local governments and state conservation agencies – can support delivery of up to \$4 billion in combined federal and state economic stimulus over the forward estimates, **employing up to 24,000 workers**. These positions would span a range of skill levels, from unskilled labourers to professional conservation land managers.

Table 1. Illustrative employment benefits associated with a \$4 billion federal and state investment

	Year 1	Year 2	Year 3	Year 4	Total
Number of workers	24,000	12,000	2,000	2,000	
Employee expenses (\$ million) (\$60,000 avg, on-costs)	1,800	900	150	150	3,000
Capital and operational expenditure (\$ million)	600	300	50	50	1,000
Proportion of expenditure	60%	30%	5%	5%	100%

Based on extensive conservation land management experience across the country, we anticipate that a high proportion of operational and capital expenditure would stay in the local community, providing income for hardware stores, plant nurseries, pest control contractors and other local businesses.

This investment could be delivered as a series of thematic initiatives, or as a broader employment and conservation initiative, reminiscent of the highly popular [US Civilian Conservation Corps](#) (1933-1942), which provided work for millions of young, unemployed men during the Great Depression. More recently, economic stimulus measures by the US Government in response to the 2008 recession included US\$3 billion for natural resource conservation, creating tens of thousands of jobs and delivering long-term environmental benefits.

This proposal is for an immediate stimulus package in response to the current crisis and is not intended as a substitute for the need for a longer-term package of measures to support the environment to recover after the bushfires, save threatened species and increase natural capital on our farms and in our landscapes.

¹ This estimate is informed by consultation with conservation organisations with large field teams. It is based on an average salary of \$60,000 pa, plus 25% on-costs (\$75,000 total cost per worker). This reflects pay rates for a range of positions, from unskilled labourers to professional conservation land managers, with a skew towards the lower paid, physical labour roles. The ratio between salary, operational and capital costs will vary by activity, location and program, but is typically around 3:1 (75% salary and on-costs, 25% capital and operational costs).

Template Local Government motion of support for conservation and land management stimulus

1. That [name of council] notes that:
 - a. In light of the current and anticipated impacts of COVID-19 across every sector of society, it is clear that decisive action and unprecedented investment is needed to temper the worst social and economic impacts of this crisis.
 - b. Over 70 farming and conservation groups around Australia, including Landcare, the National Farmers Federation, NRM Regions Australia, the Australian Land Conservation Alliance and the Australian Association of Bush Regenerators, have come together to call on state and federal government to invest in a jobs-rich conservation and land management stimulus package as part of the economic response to Covid-19.
 - c. Such a program presents important opportunities for safe, meaningful and socially beneficial work as part of the 'bridge to recovery', while leaving enduring benefits for the environment, tourism and farm businesses.
 - d. Local Governments play a pivotal role in delivering conservation and land management work, such as controlling weeds, protecting and restoring habitat, and managing public land and are ideally placed to manage a surge in effort for on ground conservation work.
2. That [name of council] express its support for state and federal government investment in a jobs-rich conservation and land management stimulus package as part of the economic response to Covid-19.
3. That [name of council] write to our local Federal and State Members of Parliament expressing our support for this proposal and urging them to support it.