



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 - Special Meeting

Wednesday 20 May 2020

Roma Administration Centre

NOTICE OF MEETING

Date: 20 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 **Special Meeting** to be held at the Roma Administration Centre on
20 May 2020 at 9.00AM

Julie Reitano
Chief Executive Officer

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NOTICE OF RESCISSION OR AMENDMENT

Meeting: Special 20 May 2020

Date: 14 May 2020

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

Classification:

Open Access

Officer's Title:

Chief Executive Officer

Original Resolution Meeting Date: Special Meeting on 21 February 2020

Original Resolution Number: SM/02.2020/29

Proposal to be made at Meeting Date: Special Meeting on 20 May 2020

Repeal or amendment of resolution:

Original resolution number SM/02.2020/29:

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.

Proposed amendment:

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.

Recommended amended resolution:

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.*

Background:

The Mayor wrote to the Chief Executive Officer on 14 May 2020 to request that the abovementioned resolution be amended (partially rescinded), to allow the new Council the opportunity to consider the future of the Bigger Big Rig Project at the meeting on 27 May 2020.

Supporting Documentation:

Nil

Notice prepared by:

Chief Executive Officer

OFFICER REPORT

Meeting: Special 20 May 2020

Date: 15 May 2020

Item Number: 6.1

File Number: D20/42520

SUBJECT HEADING: Budget Deadline Extension

Classification: Open Access

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.

Officer's Recommendation:

That Council consider the Mayor's 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
N/A	N/A

Context:

Why is the matter coming before Council?

The Mayor has proposed for Council to consider a request be made to the Minister to grant an extension to the 2020/21 budget deadline for the reasons outlined above.

If approved, this would allow an extension up to 30 September 2020.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Each year the annual budget is prepared and adopted by Council. The budget adoption process includes a series of rating resolutions that set for the financial year the amount of rates and charges to be levied (including general rates and water, sewerage and waste charges).

Rates are generally levied in August / September meaning that the earliest the 2020/21 rates levy could occur would be late October 2020. This would allow time for the rates and budget information brochure to be developed ready for distribution within the rate notice envelopes (including finalising content, proofing and printing).

Legislation, Local Laws, State Policies & Other Regulatory Requirements:

What does the legislation and other statutory instruments include about the matter under

consideration? (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

The Local Government Regulation 2012 states that:

170 Adoption and amendment of budget

- (1) A local government must adopt its budget for a financial year—
 - (a) after 31 May in the year before the financial year; but
 - (b) before—
 - (i) 1 August in the financial year; or
 - (ii) a later day decided by the Minister.
- (2) If the budget does not comply with [section 169](#) when it is adopted, the adoption of the budget is of no effect.
- (3) The local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.
- (4) If the budget does not comply with the following when it is amended, the amendment of the budget is of no effect—
 - (a) [section 169](#);
 - (b) the local government's decision about the rates and charges to be levied for the financial year made at the budget meeting for the financial year.

Note—

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. See the Act

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)

The Chief Executive Officer
Lead Rates and Utilities Billing Officer

Funding Bodies:

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

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)

There will be some loss of investment income up to 60 days, however we are unable to quantify at the time of decision. It will be dependent upon the date the budget is ultimately adopted, when the rates notices are issued and the timing of payments.

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
Financial	<p>Delayed cash flow as potential revenue would only be received late into the first half of the 2020/2021 financial year. Potential investment returns would also be affected.</p> <p>Expenditure for the year will be occurring from 1 July 2020 on services and projects. Income from rates and charges will not be coming in until November 2020, almost half way through the 2020 / 2021 financial year.</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)

That Council consider the Mayor's proposal.

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 consider the Mayor's proposal.

Link to Operational Plan Function:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.1 Elected members

Supporting Documentation:

Nil

Report authorised by:

Manager - Communication, Information & Administration Services

OFFICER REPORT

Meeting: Special 20 May 2020

Date: 18 May 2020

Item Number: 6.2

File Number: D20/42916

SUBJECT HEADING: Surat Bore Water Allocation

Classification: Open Access

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

Executive Summary:

Council have external funding for a new bore in Surat. The method of obtaining a licence for this new bore with the least delay and risk, is to transfer a portion of the licence allocation from the Roma bores licence. The allocation of 80ML per annum for Surat is only 2.36% of the Roma allocation of 3,395ML per annum.

Officer's Recommendation:

That Council:

1. Approve the transfer of 80ML per annum from the Roma bore licence 621310 to the new bore in Surat.
2. Authorise the Chief Executive Officer, or delegate, to sign documents to give effect to Council's resolution and to enable the projects to proceed.

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 will benefit from the new bore being operational.

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
DNRME	Department of Natural Resources Mines & Energy

Context:

Why is the matter coming before Council?

The current application for a water licence for the new Surat bore, transfers a portion of the Roma allocation to Surat, which requires Council approval.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

At its meeting of 24 January 2020 (GM/01.2020/61), Council approved submission of the new Surat and Yuleba bores for the Australian Government's Drought Communities Programme funding. This funding was approved.

A condition of this funding was that these projects had to be completed by 31 December 2020. This is a very tight programme to drill a new bore and get it operational.

In consultation with DNRME, who issue the licences for new bores, the quickest way to process a licence of this nature is to transfer a portion of the allocation from an existing licence. This eliminates the requirement for consultation as well as reducing the risk, which could occur if there were objections.

A consultant's report prepared for Council, indicated that the existing resources at Surat were fully allocated and there was very little chance of obtaining a new allocation.

For this reason an application for a new licence for Surat bore was submitted to DNRME, transferring a portion of the allocation from the Roma licence.

The current Roma allocation is for 3,395ML per annum. DNRME would only support an allocation of 80ML per annum for Surat, due to the lack of available allocation. This is 2.36% of the full Roma allocation. Roma currently uses less than 70% of its full allocation.

An alternative to this is to apply for a new allocation for Surat and allow the consultation process to proceed. Council would then have to drill the bore with no approved licence and wait for the licence to be approved, before using the bore. There is the minor risk that a licence is not approved, even if we have to revert back to transferring this from the Roma allocation, leaving Council with a bore that cannot be used.

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 issuing of licences of bore water allocation is carried out by DNRME. Council cannot operate a bore without a licence being granted.

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)

Deputy CEO / Director, Development, Facilities & Environmental Services – supported the transfer of allocation from the Roma bore licence.

Funding Bodies:

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

This project is funded under the Australian Government's Drought Communities Programme. They have a strict deadline for completion of this project of 31 December 2020. Council have requested an extension of this deadline, as the approval of the funding was delayed for several months. They have indicated that no extensions will be granted.

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)

Delaying the operation of the bore could impact on the Surat residents, if the river is not able to provide adequate potable water over summer.

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
Not approving the transfer of this portion of the Roma allocation, could delay the operation of the new bore.	There is a possibility that the licence will not be approved in time for the bore to be used over summer should it be required. Surat residents could then have a reduction in their potable supply, unless this is carted in from Roma at considerable expense. There is also a minor possibility that the bore licence will not be granted, which leaves Council with a bore that cannot be used.

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 transfer of this very minor portion of the Roma bore licence to Surat will have a negligible effect on Roma water supply. It will however expedite the water allocation for Surat, allowing this project to be completed on time and before the end of summer 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?

1. Approve the transfer of 80ML per annum from the Roma bore licence 621310 to the new bore in Surat.
2. Authorise the Chief Executive Officer, or delegate, to sign documents to give effect to Council's resolution and to enable the projects to proceed.

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:

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