
LATE ITEMS

BUSINESS PAPER

Ordinary Meeting

Wednesday 22 July 2020

Ernest Brock Room (Roma Cultural Centre)

NOTICE OF MEETING

Date: 21 July 2020

Mayor:

Councillor T D Golder

Deputy Mayor:
Councillors:

Councillor G B McMullen
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 Ernest Brock Room (Roma Cultural Centre) on **22 July, 2020 at 9.00AM.**

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

Julie Reitano
Chief Executive Officer

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| LC.2 | Yuleba Bore and Water Treatment Plant Consultation Summary | |
| | 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. | |
| LC.3 | Meeting with Roma Livestock Agents | |
| | Classification: Closed Access | |
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| LC.6 | Key Stakeholder Protocol | |
| | 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.

LC.7 Glen Olive Road Access, Mt Howe

Classification: Closed Access

Local Government Regulation 2012 Section 275(f) starting or defending legal proceedings involving the local government.

OFFICER REPORT

Meeting: Ordinary 22 July 2020

Date: 16 July 2020

Item Number: L.1

File Number: D20/69101

SUBJECT HEADING: Queensland Tourism Icons Program 2020

Classification: Open Access

Officer's Title: Regional Tourism Development Coordinator

Executive Summary:

The Queensland Government has allocated \$3 million in grant funding to Outback Queensland tourism operators, in recognition of the iconic status of Outback Queensland. Outback tourism icons will be eligible for a grant of either \$288,000 or \$120,000. Only pre-qualified tourism icons are invited to participate and The Big Rig has pre-qualified to apply.

Officer's Recommendation:

Council submit an application for funding to the value of \$120,000 under the Queensland Tourism Icons Program 2020 to:

- 1) upgrade the toilets at The Big Rig to the highest hygiene and COVID-Clean standards and also ensure the bathroom facilities are People With Disability (PWD) compliant, and
- 2) for marketing and promotion of the new Bigger Big Rig Tower and Tree Walk attraction.

Individuals or Organisations to which the report applies:

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

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

Nil

Acronyms:

Are there any industry abbreviations that will be used in the report?

Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).

| Acronym | Description |
|---------|----------------------------------|
| QTIP | Queensland Tourism Icons Program |
| PWD | People With Disability |

Context:

Why is the matter coming before Council?

On the 14 July 2020 the Hon. Kate Jones MP, Minister for State Development, Tourism and Innovation wrote to Maranoa Regional Council inviting Council to apply for funding under the Queensland Tourism Icons program. Applications close 31 July 2020.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The Queensland Government allocated \$3 million in grant funding to Outback Queensland tourism operators, in recognition of the iconic status of Outback Queensland. Outback tourism icons will be eligible for a grant of either \$288,000 or \$120,000

The key objectives of QTIP are to:

- support Queensland's major iconic tourism operators to survive the COVID-19 pandemic's impact on business and jobs
- support businesses to retain employees and key capability
- support business operations that result in growth and job creation by leveraging additional investment
- sustain business operations especially those that involve major procurement in state and regional supply chains
- enable tourism icons to preserve their brand and thereby lead market recovery for the wider sector and attract tourists back to Queensland.

Only pre-qualified tourism icons invited to participate in QTIP will be eligible for the targeted grant funding offered under QTIP. Pre-qualified Outback tourism icons were selected following a three-stage review process that included advice from Outback Queensland Tourism Association and Tourism and Events Queensland.

To be eligible for a grant your business must usually derive an income from tourism and as a result of the COVID-19 related shutdown, you must have experienced a downturn in your business.

Eligible expenditure will include:

- implementation of COVID-Safe re-opening requirements (plans and infrastructure);
- works that are deemed as maintenance for existing infrastructure;
- capital works where it can be demonstrated that such works form part of a strategy aimed at COVID-19 recovery;
- marketing, advertising and promotional activities

Applications will be evaluated against the below criteria:

- 1) Business need
- 2) Sustaining employment
- 3) Maintaining business operations
- 4) Implementation priorities

This funding does not require any co-contributions from Council or other stakeholders.

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)

Ed Sims, Manager Community and Economic Development

Cindy Irwin, Program Funding & Budget Coordinator, Infrastructure Services

Rob Hayward, Deputy Director

Funding Bodies:

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

Queensland Tourism Icons Program 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?

Nil - this funding does not require any co-contributions from Council or other stakeholders.

Future Years' Budgets:

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

Nil

Impact on Other Individuals or Interested Parties:

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

(Interested Parties Analysis - IS9001:2015)

The Big Rig Action group

Visit Roma
Commerce Roma

Risks:

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

| Risk | Description of likelihood & consequences |
|------|--|
| Nil | <Provide details> |

Advice to Council:

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

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

Council should submit an application for funding to the value of \$120,000 under the Queensland Tourism Icons Program 2020 to:

- 1) upgrade the toilets at The Big Rig to the highest hygiene and COVID-Clean standards and also ensure the bathroom facilities are PWD compliant, and
- 2) for marketing and promotion of the new Bigger Big Rig Tower and Tree Walk attraction.

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?

<Provide details>

Link to Operational Plan Function:

Corporate Plan 2018-2023
Strategic Priority 4: Growing our region
4.4 Tourism

Supporting Documentation:

 Queensland Tourism Icons Program 2020 - Industry D20/69102
 Guidelines

Report authorised by:

Manager - Economic & Community Development
Deputy Chief Executive Officer/Acting Director Infrastructure Services

Unite & Recover 



Queensland Tourism Icons Program 2020

Outback Industry Guidelines
July 2020

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1. Program overview

The \$25 million Queensland Tourism Icons Program 2020 (QTIP) is a key element of the Queensland Economic Recovery Strategy: Unite and Recover for Queensland Jobs to help accelerate the State's recovery from COVID-19.

Queensland tourism icons are those tourism enterprises and experiences that are considered to be essential as key market 'demand-drivers', are domestically and internationally recognised and support the resilience of the broader industry during the COVID-19 recovery phase. These are the experiences which generate demand, motivate travel decisions and make Queensland a compelling destination to visit.

The key objectives of QTIP are to:

- support Queensland's major iconic tourism operators to survive the COVID-19 pandemic's impact on business and jobs
- support businesses to retain employees and key capability
- support business operations that result in growth and job creation by leveraging additional investment
- sustain business operations especially those that involve major procurement in state and regional supply chains
- enable tourism icons to preserve their brand and thereby lead market recovery for the wider sector and attract tourists back to Queensland.

2. Available funding

A total funding pool of \$25 million (ex. GST) is available to Queensland tourism icons for the following key priorities:

- Support for employment - supporting continuity of employment for Queenslanders where needed beyond existing Queensland and Australian Government relief measures (e.g. payroll tax relief, JobKeeper).
- Business continuity –the businesses are directly supported to survive and are ready to restart trading as market circumstances allow. It is understood that survival plans may include a period of restricted trading, diversification into new markets and services or mothballing/temporary closure when trading is not possible.

Tourism icons will be pre-qualified based on the level of demand they generate for Queensland tourism and the large number of Queenslanders they employ across our tourism sector. The scale of their attractions and workforce means some of them will not be able to reopen immediately upon the easing of restrictions. Or, they may be impacted by a reduction in international visitors in the short term until international borders reopen and in the medium term until markets stabilise.

The Queensland Government allocated \$3 million in grant funding to Outback Queensland tourism operators, in recognition of the iconic status of Outback Queensland. Outback tourism icons will be eligible for a grant of either \$288,000 or \$120,000.

3. Eligibility

Only pre-qualified tourism icons invited to participate in QTIP will be eligible for the targeted grant funding offered under QTIP. Pre-qualified Outback tourism icons were selected following a three-stage review process that included advice from Outback Queensland Tourism Association and Tourism and Events Queensland.

To be eligible for a grant your business must usually derive an income from tourism and as a result of the COVID-19 related shutdown, you must have experienced a downturn in your business.

Eligible applicants are listed at Annexure 1 of these guidelines. Eligible applicants must:

- Have an Australian Business Number (ABN)
- Be registered for the purposes of GST
- Be a permanent resident of Australia
- Have an account with an Australia financial institution that is located within Australian territorial boundaries.

Applications will only be accepted from businesses listed in Annexure 1 to these guidelines. These guidelines may be amended to include additional eligible applicants. To be added to Annexure 1 you must be identified as a Queensland Tourism Icon. You must usually derive income from tourism and as a result of the COVID-19 related shutdown, you must have experienced a downturn in your business.

4. Application process

Eligible pre-qualified applicants are invited to submit an application including all the necessary supporting documentation by sending it to: QldIcons@ditid.qld.gov.au

To be considered under this Program, applicants will be required to submit an application no later than 31 July 2020.

4.1 Eligible expenditure

Applicants are invited to submit an application seeking funding support for employment and business continuity activities which meet the QTIP objectives of:

- supporting businesses to retain employees and key capability
- supporting business operations that result in growth and job creation by leveraging additional investment
- sustaining business operations especially those that involve major procurement in state and regional supply chains
- enabling tourism icons to preserve their brand and thereby lead market recovery for the wider sector and attract tourists back to Queensland.

Eligible expenditure will include:

- wage support to the level that it complements other government initiatives such as Job Keeper;
- implementation of COVID-Safe re-opening requirements (plans and infrastructure);
- works that are deemed as maintenance for existing infrastructure;

- capital works where it can be demonstrated that such works form part of a strategy aimed at COVID-19 recovery;
- operating costs payable to Queensland businesses such as utilities and other supplier costs, but not debt repayments or government fees, charges or taxes (although exceptions to this will be considered, e.g. vehicle registration costs); and
- marketing, advertising and promotional activities.

The above list is not exhaustive, and applications will be considered for expenditure on other items/purposes where it can be demonstrated to align with the QTIP objectives.

4.2 Further information

The Queensland Government's decision in relation to an application is final and there is no process for appeal. The department has established processes for dealing with complaints - if an applicant has any concern in relation to the application or assessment process, a formal complaint may be submitted to the department at www.ditid.qld.gov.au.

4.3 Privacy

The Queensland Government collects and collates information from the application form to assess applications for the Program. Only authorised departmental officers and approved grant assessors have access to this information.

Applicants should note that broad details of successful applications and the level of funding awarded may be published by the Queensland Government. Some information may be used to promote funded projects.

Personal information will not be disclosed to any other third party without consent, unless required by law or for the purposes of *Information Privacy Act 2009*.

For audit purposes, the Queensland Government is required to retain the applications and other supplied supporting material.

The provisions of the *Right to Information Act 2009* apply to documents in the possession of the Queensland Government.

5. Assessment Process

Applications will be evaluated against the below criteria on a pass / fail basis which will be informed by due diligence reviews. This will include preparatory economic analysis against the criteria.

Evaluations will be led by the Department of State Development, Tourism and Innovation, with input for Queensland Treasury and the Department of the Premier and Cabinet and independent advisors where necessary.

5.1 Assessment

Applicants will be subject to independent due diligence, including financial and economic assessments. If you have previously submitted relevant supporting evidence through other Queensland Government COVID-19 support processes, your application should include advice on which funds and provide consent for the QTIP team to access that information. This may fast track the application and evaluation process.

All applicants will be notified in writing of the outcome of their application.

All eligible applications submitted to QldIcons@ditid.qld.gov.au will be assessed against the following criteria:

5.1.1 Criteria

Criteria 1: Business need (25% weighting)

The application must demonstrate the business need for support due to losses suffered as a result of the COVID-19 pandemic. This could be shown by the provision of the following documents:

- Revenue forecasts to 31 December 2020 prior to the outbreak and revised forecasts following the outbreak
- Projections in lost revenue
- Accounting statements

Criteria 2: Sustaining employment (25% weighting)

The applicant must demonstrate they have taken necessary measures to reduce costs, retain employees and maximise revenue opportunities (if possible). This could be demonstrated through the provision of the following documentation:

- Business / workforce plan
- Board minutes
- Written supporting evidence from financial providers/investors.

Criteria 3: Maintaining business operations (25% weighting)

The applicant must demonstrate the underlying sustainability of the business and strong performance prior to the pandemic (and bushfires in late 2019 if applicable). This could be demonstrated through the provision of evidence documenting performance prior to the impact of bushfires/coronavirus such as:

- Visitor numbers
- Revenue
- Profit.

Criteria 4: Implementation priorities for reopening and recovery (25% weighting)

The applicant must demonstrate it has considered implementation of a COVID-Safe plan to allow reopening and what the likely cost implications will be on the business (reduced revenue / visitation due to closed borders / capital works for COVID-19 recovery) and provide evidence by way of a business recovery plan highlighting the specific gap in cashflow the business needs QTIP funding to help address. If this includes capital works, additional supporting information detailing the cost, extent and need of those works is to be provided.

The applicant must submit with its application two schedules of eligible expenditure items identifying specifically how it would propose to spend either a \$288,000 or \$120,000 QTIP grant, including amounts for each expenditure item.

6. Funding agreement

Successful applicants will receive a written offer of financial assistance.

If the applicant accepts the offer, they will be required to enter into a legally binding contract with DSDTI (acting on behalf of the State of Queensland).

The agreement will provide details on general and specific conditions associated with expenditure of any QTIP funding.

Key features of the agreement will include:

- funding amount and payment terms
- eligible and ineligible costs
- applicant's obligation to acknowledge Queensland Government support
- record-keeping requirements
- reporting requirements.

Successful grant recipients will be required to comply with terms and conditions of the funding agreement, including acquittal and reporting. The term of the agreement will be dependent on funding requirements and business needs.

7. Key dates

These dates are indicative only and subject to change as required

Key dates below relate to a full application and assessment process. Dates may vary for individual project circumstances in line with these guidelines.

| | |
|--------------------|--------------|
| Applications Open | 13 July 2020 |
| Applications Close | 31 July 2020 |

Annexure 1 – Queensland Outback Tourism Icons

| |
|--|
| Adels Grove |
| Australian Age of Dinosaurs |
| Australian Stockman's Hall of Fame and Outback Heritage Centre |
| Australian Workers Heritage Centre/Tree of Knowledge |
| Birdsville Hotel & Bakery |
| Blackall Woolscour |
| Cobbold Gorge |
| Cosmos Centre / Bilby Centre |
| Eromanga Natural History Museum & Coopers Country Lodge |
| Kronosaurus Korner |
| Les Wilson Barramundi Discovery Centre |
| MIETV/Outback at Isa |
| Outback Aussie Tours |
| Outback Pioneers River Cruise |
| Qantas Founders Museum |
| Roma Big Rig Oil & Gas Museum |
| Undara Experience |
| Waltzing Matilda Centre |

OFFICER REPORT

Meeting: Ordinary 22 July 2020

Date: 21 July 2020

Item Number: L.2

File Number: D20/70257

SUBJECT HEADING: Funding opportunity to host Funny Mummies

Classification: Open Access

Officer's Title: Specialist - Arts & Culture

Executive Summary:

Council's consideration of this report is requested as we received notification of this opportunity only the day before writing this report. The project proposed is eligible for a funding round which closes on Monday 27 July, and we need the permission of Council to submit.

Play Local can provide Maranoa Regional Council with up to \$20,000 to program performing arts work in the Roma Cultural Centre auditorium.

Funny Mummies is a stand-up comedy showcase. This style of performance will encourage audiences to return to our venue post COVID-19 and encourage all members of our community to engage in arts and cultural activities in our venue.

Officer's Recommendation:

That Council:

1. Apply for funding for the stand-up comedy Funny Mummies under the Queensland Government's artsQueensland, Arts and Cultural Recovery Package - Play Local program.
2. Provide the Roma Cultural Centre as in kind sponsorship to host the comedy performance.
3. Authorise the Chief Executive Officer, or delegate, to sign the funding agreement if the application is successful.

Individuals or Organisations to which the report applies:

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

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

N/a

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?

Funny Mummies will bring three comedians to our venue, reconnecting our community hub with local community members. We are confident that this performance will be more than just a great night out - it allows a shared experience and encourages the community to come together, talk more, share more and turn to each other for support.

Post COVID-19 lockdown, (which included home learning for our families) our community would value this opportunity to reconnect, improve community bonds and remind each other how to turn moments of struggle, exhaustion and hardship into humour.

Re-activating our venue and re-connecting with Queensland artists will benefit the wellbeing of our local community and restore vitality in our town.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

arTour are still working on the quote that needs to be submitted with the grant application. The quote includes artist fees, production hire and travel / accommodation for the touring personnel. Costs to the Council will be internal fees (either hard costs or in-kind) including venue hire, venue cleaning, marketing, ticketing and event staffing.

Play Local which is part of the arts and culture recovery package from the Queensland Government.

Key details

- Play Local can provide Maranoa Regional Council with up to \$20,000 to program performing arts work in the shire hall.
- Applications must be submitted by the Council. There are three questions of 200 words and arTour will provide text that you may use or you may choose to write your own responses. The supporting documentation is to be the quotes from artists (which arTour will coordinate from Funny Mummies).
- The fund will cover all artist costs and travel. The only costs to council will be venue hire costs, staff costs to facilitate the events, and marketing costs.
- Applications are due by **9am on Monday 27 July**, so it needs to be confirmed asap.
- More detail on the fund is here: <https://www.arts.qld.gov.au/aq-funding/play-local>

arTour is coordinating a tour of *Funny Mummies*

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 & Community Development
Specialist – Arts & Culture

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 proposed to be funded under the Queensland Government's artsQueensland Arts and Cultural Recovery Package - Play Local program. If successful, Council will have to enter into a funding agreement with the Australian Government, and adhere to timeframes, acknowledgement and activities as set out in the guidelines. The quote includes artist fees, production hire and travel / accommodation for the touring personnel. Costs to the Council will be internal fees (either hard costs or in-kind) including venue hire, venue cleaning, marketing, ticketing and event staffing.

In the past, Council has hosted similar events where the entertainer has been funded under a grant leaving only the organisation of the event, provision of a venue, and promotion of the event to Council. Council is able to retain revenue from tickets sales, and while at this time we don't have enough information to provide a business case to Council, we need permission from Council to at least apply for the funding.

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 impact on Council's 2020/2021 budget

Future Years' Budgets:

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

As the project would be fully funded, there is not expected to be any impact on future budgets.

Impact on Other Individuals or Interested Parties:

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

arTour
Maranoa Regional Council

Risks:

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

| Risk | Description of likelihood & consequences |
|--|---|
| Decline the Funny Mummies Comedy performance | May be seen unfavorably by the wider community as a missed opportunity to engage arts and culture in the region |

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 funding does not require co-contributions, and is an ideal opportunity to bring the Funny Mummies stand-up comedy showcase. Comedy is a popular art form in regional / remote communities that attracts a diverse audience and contributes to local audience development. This style of performance will encourage audiences to return to our venue post COVID-19 and encourage all members of our community to engage in arts and cultural activities in our venue with relatively minor costs to Council.

Recommendation:

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

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

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

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

That Council:

1. Apply for funding for the stand-up comedy Funny Mummies under the Queensland Government's artsQueensland, Arts and Cultural Recovery Package - Play Local program
2. Provide the Roma Cultural Centre as in kind sponsorship to host the comedy performance

3. Authorise the Chief Executive Officer, or delegate, to sign the funding agreement if the application is successful.

Link to Operational Plan Function:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.11 Arts and culture

Supporting Documentation:

1  artsQueensland - Guidelines---Play-Local - 2020

D20/70336



Report authorised by:

Manager - Economic & Community Development

Chief Executive Officer

Play Local

Guidelines

Introduction

In June 2020, the Queensland Government announced an Arts and Culture Recovery Package of \$22.5 million over two years to stabilise Queensland's arts companies, secure employment for artists and arts workers and deliver COVID-safe cultural experiences for Queensland audiences.

Play Local is part of this suite of initiatives and recognises that performance and live music venues face particular challenges in the current environment, given the need for venues to operate at capacity in order to generate viable revenue streams that can, in turn, support programming.

Performance and live music venues are a critical part of Queensland's arts and cultural ecosystem and make an important economic, social and cultural contribution across the State. Venues develop new and emerging talent, provide local employment opportunities for artists and arts workers, and connect artists with audiences and communities.

What is Play Local?

Reactivation of Queensland's live performance venues will support the recovery of the arts sector by providing local artists and arts workers with employment opportunities, and support renewed engagement with audiences.

The *Play Local* program will support Queensland-based venues to program performances by Queensland artists and arts organisations by subsidising artists' fees. The Program's objectives are to:

- support Queensland-based live performance venues to program more Queensland artists in 2020
- increase paid performance opportunities for our artists and arts workers in 2020
- facilitate audience access to live music and performing arts events and to build community confidence towards recovery.

Queensland Government commitments

Arts Queensland is committed to realising the ambitions of the *Queensland Aboriginal and Torres Strait Islander Economic Participation Framework*, the *Queensland Cultural Diversity Policy*, the *Queensland Youth Strategy* and *The National Arts and Disability Strategy*.

Applications which include the following target groups as creators, participants or audiences will strengthen the implementation of Queensland Government commitments:

- Aboriginal and Torres Strait Islanders;
- people from a culturally and linguistically diverse background, including Australian South Sea Islanders;
- older people (over 55 years old);
- young people;
- people with disability*.

**Note that you will be required to meet legal obligations in relation to accessibility including access to web content.*

You are encouraged to explore how you could direct your activities to these specific target groups as well as to regional Queenslanders where appropriate.

What you can apply for

Play Local provides funding towards Queensland artist programming costs. All AQ grant funds provided under *Play Local* must be used to pay a guaranteed fee to the nominated Queensland artist/s and their associated workers (including agent/producer and crew where relevant).

Venues can apply to *Play Local* to fund numerous shows over a number of weeks or months between 15 August and 31 December 2020, or you can apply to support a single performance, up to the maximum \$20,000.

Play Local is designed to provide immediate subsidy for the programming of live performance while social distancing restrictions are in place and during the subsequent recovery phase. All promotion of live performances that receive funding under this Program must acknowledge the *Play Local* support provided by Arts Queensland.

When preparing your application, you should address the following assessment criteria:

- **Impact** - What is the contribution of your venue to Queensland's arts and cultural ecosystem? How do you develop local talent and support a pipeline of artists? How will the funding contribute to audience re-engagement? Will this grant support new programming in your venue? How many Queensland artists will be supported as a result of this funding?
- **Need** - What has been the financial impact to your organisation resulting from the COVID-19 pandemic and associated restrictions on mass gathering? Will this funding leverage ticket sales or other income to support recovery?
- **Reach** - How will this funding support re-engagement with core local and new audiences? Will Play Local funding contribute to sustained reactivation of your venue space?

Who can apply

Play Local is designed to support Queensland's performance venues to program Queensland artists and arts organisations. This includes live music venues, and performing arts venues.

We cannot support applications direct from artists under the *Play Local* program.

A live music venue is defined as a business whose primary function is to program or host live original music, or that has a significant area within their venue which regularly and frequently hosts live music performances. We are interested in supporting applications across the full genre range of contemporary music, including (but not limited to) rock, pop, electronic, punk, metal, hip-hop, jazz, and indie. Venues for which programming of original live music is not their main activity are not eligible to apply for funding.

A performing arts venue is defined as a professionally managed space that presents a regular program of artistic performances across a range of genres. Local council-owned venues are eligible to apply to *Play Local*.

To be **eligible**, all applicants must:

- be a business or organisation that is based in Queensland and that:
 - meets the above definitions given of live music or performing arts venues
 - can evidence regular artistic programming over the last 12 months
- have been operational in Queensland for at least 12 months prior to the application deadline
- have an active Queensland-registered Australian Business Number (ABN) that is in the name of the applicant
- have satisfied the reporting requirements of any previous Arts Queensland funding
- be an Australian citizen or permanent resident.

Applications will be deemed **ineligible** if:

- they are submitted after the published application closing date
- they are incomplete or do not contain all compulsory support material
- the activities occur before 15 August 2020
- the proposed activities are not for a performance and / or the budget includes costs that are not Queensland artist and associated fees
- the applicant is a current Arts Queensland employee or previous employee who ceased employment less than six months prior to the application closing date
- the applicant is an employee of an Arts Statutory Body or the Department of Environment and Science, unless the application includes a covering letter from the applicant's employer detailing the applicant's role and employment details, a

- statement that the application does not relate to carrying out duties of their role and how any potential conflict of interest will be addressed.
- educational institutions (excluding Tertiary education institutions who may be considered for funding by providing a statement from an authorising officer of the institution confirming that the activity is outside of core business and does not receive direct financial support from the institution).
- State government agencies
- Arts Queensland shareholder companies, Arts Statutory Bodies, and Major Performing Arts Organisations (as recognised by State and Federal Governments).

How much you can apply for

You can apply to *Play Local* for funding up to \$20,000 to support performance/s that will occur between 15 August and 31 December 2020.

Funding requests must be evidenced by written confirmation of artist/s fees (refer to required support material below).

How to apply

Applications to *Play Local* will open on 3 July 2020 and will close at 9.00am on **27 July 2020** for performance/s between 15 August and 31 December 2020. Funding outcomes will be advised by 14 August 2020.

You can submit an application to AQ either online via the AQ website or via a USB device posted to our office. AQ cannot accept emailed or hand-delivered applications.

To apply online, visit the following web link to access the application form, and submit your application by 9am on 27 July 2020: <https://artsqueensland.smartygrants.com.au/PlayLocal>

If you do not have online access, you can post a **USB** (memory stick) containing:

- a completed *Play Local* application form;
- a scanned signed copy of Section 5 – Certification;
- all relevant support material (maximum 20MB).

Note that if you choose to submit an application using this method, applications must be readable on commonly available software, must be received before or on the application deadline. USB devices will not be returned.

USB devices must be posted (in a padded envelope with your contact details) to:

Arts Queensland
GPO Box 1436
Brisbane QLD 4001

What to attach

A complete application must include your application form and all compulsory support material. Support material is important to provide evidence of the information and claims in your application.

Compulsory - applications that do not include all compulsory support material will be ineligible.

- Written confirmation of artist/s costs. This must be itemised by artist/arts organisation if seeking support for more than one performance and include the breakdown of any associated support costs, such as agent or producer fees and crew.
- An indication of whether you are operating under your own COVID Safe work plan or an approved COVID Safe industry plan or site-specific plan, and a copy of your certificate of compliance if operating under an industry plan.
- For proposals involving Aboriginal and Torres Strait Islander people please provide evidence you have followed required protocols to obtain support and confirmation of involvement from the relevant people, communities and organisations.
- For proposals involving people from culturally and linguistically diverse backgrounds; people with disability; children or young people, please provide evidence you have followed required protocols to obtain support and confirmation of involvement from the relevant communities and organisations.
- For students, please provide a letter from a relevant supervisor to confirm that your application does not contribute to your studies.

How to manage a successful application

If you are approved for funding, for the purposes of delivery and acquittal of your activity, the Funding Agreement will be made up of;

- (a) The Guidelines pertaining to the grant fund as specified in the application
- (b) The application and any schedules or attachment
- (c) The Terms and Conditions as found at;
https://www.hpw.qld.gov.au/_data/assets/pdf_file/0011/3422/shortformtermsconditions.pdf

You will not receive a separate contract, and your successful application will continue to be managed through Smartygrants.

You can log onto Smartygrants at any time to view the details of your approved grant application. If you are approved for funding you will be required to provide a tax invoice to Arts Queensland for the full grant amount.

What reporting you will need to do if successful

You will be required to submit an outcome report to Arts Queensland within 30 business days of completing your funded activities. The outcome report collects information about outputs and outcomes, including artistic, cultural, social and economic returns on investment, and the expenditure of grant funding.

To acquit the grant, you must provide Arts Queensland with:

- an outcome report; and
- invoices or receipts on how the grant was spent.

Invoices or receipts must be provided for expenditure items costing over \$500, and:

- be dated on or after the date the grant or variation was approved;
- be issued in the name of the organisation or individual that was approved the grant
- describe the items/services purchased; and
- be issued on commercial terms, ensuring there are no conflicts of interest.

The following will not be accepted as evidence of approved expenditure:

- invoices or receipts dated before the application or variation was approved, or not in the name of the applicant;
- items not approved or eligible; and
- purchase/sales orders, quotes or statements.

The acquittal document will be submitted via Smartygrants by the required due date. You cannot apply for further funding from Arts Queensland until the grant acquittal is approved.

Your acquittal documentation will be assessed by an Arts Queensland staff member and you may be asked to provide further information about the acquittal. Arts Queensland may request the return of grant funds if they are unspent at the time of acquittal, or due to breaches of the funding Guidelines.

Governance

Rules, breaches and enforcement

Breaches of these funding guidelines will result in:

- you being ineligible for future funding from Arts Queensland
- grant funds being recalled.

Goods and services tax (GST)

If the approved applicant is registered for GST, you must acquit the grant using invoices to the value of the grant excluding GST spent on the goods or services.

If the approved applicant is not registered for GST, you must acquit the grant using invoices to the value of the grant including GST spent on the goods or services

Terms and conditions

Read the terms and conditions for the AQ grant.

By submitting an application for funding you, your group or organisation, if successful, will enter into a Funding Agreement with the Queensland Government.

Note, that if successful, the Funding Agreement is made up of;

- a) The Guidelines pertaining to the grant fund as specified in the application
- b) The application and any schedules or attachment
- c) The Terms and Conditions as found at;
https://www.hpw.qld.gov.au/_data/assets/pdf_file/0011/3422/shortformtermsconditions.pdf

Note that the funding guidelines and application form constitute the particulars referred to in the Terms and Conditions and, outlined above, form part of the Funding Agreement binding successful grant funding applicants.

By submitting an online application form, you, in the State of Queensland do solemnly and sincerely declare that:

- I have read the Guidelines relating to grant funding administered by Arts Queensland.
- The information supplied in the Application Form, to your knowledge, is true and correct.
- The applicant will keep and maintain, for a period of five years, the necessary records to substantiate the application outlined in the application form.
- You are authorised by the applicant to make this declaration on its behalf.

INTELLECTUAL PROPERTY RIGHTS

- (a) Intellectual Property Rights includes all present and future rights in relation to copyright, trademarks, designs, patents, trade, business or company names, trade secret, confidential or other proprietary rights, or any rights to registration of such rights whether created before or after the date of this Agreement, and whether existing in Australia or otherwise.
- (b) Title to, and all Intellectual Property Rights in, the Funded Activities and Recipient's Material vests in the Recipient.
- (c) The Recipient grants, and will ensure that relevant third parties grant, Arts Queensland a perpetual, irrevocable, royalty-free, world-wide and non-exclusive licence to use, communicate, reproduce, publish, adapt and modify Recipient's Material, the Recipient's existing material and any third party material as part of Recipient's Material.
- (d) The Recipients warrants to Arts Queensland that:

- (i) it has the right to grant the licence to Arts Queensland under clause (c) above; and
- (ii) neither its performance of the Funded Activities nor Arts Queensland's exercise of the licence granted to it under clause (c) above will infringe the Intellectual Property Rights or Moral Rights of any person.

Client Survey

From time to time AQ conducts client surveys. These surveys are voluntary and may be emailed to applicants. They support continuous improvement of the grant processes. All responses will remain confidential.

Where you can find support in preparing your application

Read the available Play Local program documents:

You can find Play Local Frequently Asked Questions, and other information from www.arts.qld.gov.au/aq-funding/play-local

Explore Arts Acumen:

Arts Acumen is an online resource provided by Arts Queensland, which includes a range of information and opportunities to foster knowledge growth, connections and access to industry intelligence. Toolkits on application writing, budget preparation and selection criteria are available from: <http://www.arts.qld.gov.au/arts-acumen/resources/funding-application-writing>.

Contact us:

Phone: (07) 3034 4016 or toll free 1800 175 531
Email: investment@arts.qld.gov.au
Website: www.arts.qld.gov.au

Translating and interpreting services

Applications may be submitted in any language. If you have difficulty understanding this information and would like to talk to staff in your first language:

- telephone the Translating and Interpreting service on 13 14 50 during business hours
- contact Arts Queensland about speaking with an interpreter.