

# BUSINESS PAPER

## Special Meeting

**Wednesday 4 November 2020**

Ernest Brock Meeting Room (Roma Cultural Centre)

### NOTICE OF MEETING

Date: 4 November 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 **Special Meeting** to be held at the Ernest Brock Meeting Room (Roma Cultural Centre) on **4 November 2020 at 3.15PM**



Julie Reitano  
**Chief Executive Officer**

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**OFFICER REPORT**

**Meeting:** Special 4 November 2020

**Date:** 3 November 2020

**Item Number:** 3.1

**File Number:** D20/104787

**SUBJECT HEADING:** Australia Day 2021 COVID Safe Grants Program

**Classification:** Open Access

**Officer's Title:** Executive Customer Service Officer - Office of the Mayor & CEO

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**Executive Summary:**

Council was successful in obtaining funding under the Australia Day 2021 COVID Safe Grants Program.

This reports seeks Council's approval for the grant agreement to be signed by the Chief Executive Officer.

**Officer's Recommendation:**

That Council authorise the Chief Executive Officer, or delegate, to sign the Australia Day 2021 COVID SAFE Grants Program Agreement.

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**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 Region

**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?***

Maranoa Regional Council has been successful with funding from the Australia Day 2021 COVID Safe Grants Program.

The Grant Agreement needs to be signed by the Chief Executive Officer and submitted no later than COB 4 November 2020.

**Background:**

***Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)

The Australia Day 2021 COVIDsafe Events Grant was made available to local councils and will provide \$20,000 to help make Australia Day 2021 events COVIDsafe.

The grant will help fund resources and services to ensure events meet the relevant state and territory requirements for COVIDsafe events.

Council will receive the entire \$20,000 grant amount, and if there are unspent grant funds they can be repaid.

It is expected the entire amount will be spent on items that include:

- Purchasing approximately 140 fencing panels to create two outdoor controllable event areas for Australia Day:
  - At Surat River Walk parklands
  - In Roma at the Big Rig Parklands
- Additional cleaning supplies including disinfectant sprays e.g. Viraclean and hand sanitizer in pump bottles for Australia Day events in Roma, Mitchell, Surat, Injune and Yuleba.
- Food service items such as disposable cups, plates, napkins and water in single use bottles for Australia Day events in Roma, Mitchell, Surat, Injune and Yuleba.
- COVID-19 signage for Australia Day events in Roma, Mitchell, Surat, Injune and Yuleba.
- Personal Protective Equipment for staff at Australia Day events in Roma, Mitchell, Surat, Injune and Yuleba.
- As required, the grant may also be used for:
  - Additional public restrooms
  - Staff COVID safe training

**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)

The funding of \$20,000 is provided by the National Australia Day Council Limited and requires the grant agreement to be signed by 4 November 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?**

There is no co-contribution required but there is a requirement that councils who ran an Australia Day event in 2020 financially invest at least the same amount in 2021.

The 2020 Australia Day budget was \$14,000 and for 2021 the Australia Day budget is \$14,000 so Maranoa Regional Council fulfils this requirement.

**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)

That Council authorise the Chief Executive Officer, or delegate, to sign the Australia Day 2021 COVID SAFE Grants Program Agreement

**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 authorise the Chief Executive Officer, or delegate, to sign the Australia Day 2021 COVID SAFE Grants Program Agreement.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.12 Local development and events

**Supporting Documentation:**

Nil

**Report authorised by:**

Program Funding & Budget Coordinator

Deputy Chief Executive Officer/Acting Director Infrastructure Services

**OFFICER REPORT**

**Meeting:** Special 4 November 2020

**Date:** 4 November 2020

**Item Number:** 3.2

**File Number:** D20/105378

**SUBJECT HEADING:** Letter of Support for NBN Co application to Regional Connectivity Program.

**Classification:** Open Access

**Officer's Title:** Manager - Economic & Community Development

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**Executive Summary:**

Council has partnered with NBN Co in a joint application to the Commonwealth's Regional Connectivity Program. This report seeks Council's resolution to provide a letter of support for the application.

**Officer's Recommendation:**

1. Council approve of a letter of support for the joint NBN Co/Maranoa Regional Council application to the Regional Connectivity Program and
2. Authorises the Mayor to sign on its behalf.

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**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 and  
NBN Co

**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
None	None

**Context:**

***Why is the matter coming before Council?***

Council must resolve to supply a letter of support

**Background:**

***Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)

According to the resolution below, Council has resolved to support this application to provide Fibre to the Premises within the confines of the township of Surat. This will enable all dwellings and businesses in Surat to access best possible internet and phone connectivity.

**Resolution No. OM/09.2020/32**

**That Council:**

1. Provide in-principle support to the National Broadband Network (NBN Co), submitting an application under the Regional Connectivity Program for the town of Surat.
2. Subject to the ongoing negotiations with the Queensland Government under the Building our Regions Program, approve a maximum allocation of \$250,000 from the Surat Digital Connectivity Project as a co-contribution to a funding application for the Regional Connectivity Program.
3. Authorise the Chief Executive Officer (CEO) to sign any agreements that are consistent with the contents of this report.

The application has been prepared and will be lodged by NBN Co not later than 17 November 2020. The total project cost and respective contributions offered are tabled below.

	<b>\$ (including GST)</b>	<b>%</b>
<b>Total Project Cost:</b>	<b>\$3,389,974.10</b>	
<b>nbn's co-contribution:</b>	\$1,256,480	37%
<b>Council Co-contribution</b>	\$250,000	7%
<b>Request to the Commonwealth RCP Program:</b>	\$2,133,244.10	56%

**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)

The guidelines for the funding program state that where a local Government is involved, a letter of support is requested. Council has resolved to support this application accordingly it is asked for a letter of support.

**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 has committed to submit an application only, and according to our agreement with NBN Co, the next decision point is when a successful grant has been announced.

**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?*

\$250,000 from the existing Surat Digital Connectivity Project.

**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)

None

**Impact on Other Individuals or Interested Parties:**

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

(Interested Parties Analysis - IS9001:2015)

Nil

**Risks:**

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

Risk	Description of likelihood & consequences
Nil	Nil

**Advice to Council:**

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

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

Council should provide a letter of 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?***

Council supply a letter of support and authorise the Mayor to sign it.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.2 Economic development

**Supporting Documentation:**

Nil

**Report authorised by:**

Deputy Chief Executive Officer/Acting Director Infrastructure Services