

BUSINESS PAPER

Ordinary Meeting

Wednesday 10 February 2021

Injune Memorial Hall

NOTICE OF MEETING

Date: 1 February 2021

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 Injune Memorial Hall on 10 February, 2021 at 12.00PM.



Julie Reitano
Chief Executive Officer

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Status Reports

Next General Meeting

- To be held at the Roma Administration Centre on 24 February 2021.

Confidential Items

In accordance with the provisions of section 254J(3) 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 Commencement of Legal Proceedings

Classification: Closed Access

Local Government Regulation 2012 Section 254J(3)(e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

C.2 Quarter 2 2020/21 Budget Review

Classification: Closed Access

Local Government Regulation 2012 Section 254J(3)(c) the local government's budget.

C.3 Queensland Feral Pest Initiative - Round 3 - Endorsement of proposals and project variation

Classification: Closed Access

Local Government Regulation 2012 Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government. (Report relates to the distribution of competitive grant funds to individual landholder groups.)

C.4 Roma Airport

Classification: Closed Access

Local Government Regulation 2012 Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

C.5 Roma Veterinary Clinic

Classification: Closed Access

Local Government Regulation 2012 Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

Councillor Business

14 Councillor Business

Closure

OFFICER REPORT

Meeting: Ordinary 10 February 2021

Date: 9 December 2020

Item Number: 11.1

File Number: D20/117872

SUBJECT HEADING: Storage of Council's Permanent Records with Queensland State Archives for Preservation

Classification: Open Access

Officer's Title: Manager - Communication, Information & Administration Services

Executive Summary:

Queensland State Archives issued a survey to all Queensland local governments under section 10 of the *Public Records Act 2002*, to identify permanent records over 25 years old. This process identified a significant number of records considered relevant to the history and development of Queensland.

Queensland State Archives have offered to store these records for preservation and safe keeping in their dedicated Archival Storage Facilities.

Officer's Recommendation:

That Council documents over 25 years old, identified as permanent records in the *General Retention and Disposal Schedule (GRDS)* and the *Local Government Sector Retention and Disposal Schedule*, be stored at the dedicated Archival Storage Facilities operated by Queensland State Archives.

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).

Queensland State Archives
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
QSA	Queensland State Archives

Context:

Why is the matter coming before Council?

Queensland State Archives has offered to store permanent records (over 25 years old) held by Maranoa Regional Council, in their controlled storage facilities for safe keeping and preservation.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

In 2020 Queensland State Archives released a survey to Queensland Councils where we were asked for information about records held in Council's possession that are over 25 years old.

The survey was issued under section 10 of the *Public Records Act 2002*.

The survey results identified that Maranoa Regional Council hold significant records over 25 years old, including records classed as permanent and some created before 1900. These records have great value and interest to researchers especially regarding the early development of Queensland. (A listing of records over 25 years which Council currently holds is attached).

The results of the survey have also shown there are over 100,000 of physical records still held by agencies, including Councils.

Queensland State Archives are now implementing a program to encourage Councils to move their early permanent value records to Queensland State Archives (QSA):

- focus on early Queensland records will ensure QSA have representation of all agencies in the collection especially from regional areas;
- ensure the protection of these valuable records and their availability to all Queenslanders;
- storage in a controlled environment to provide the best option for ongoing preservation (usually the older the records the more likely the condition is deteriorating).

Queensland State Archives is a dedicated facility designed and constructed specifically for the ongoing preservation of archival collection.

The storage environment is fully climate controlled and monitored, with the collection protected from pollutants, pests and secured against damage and loss including through disasters, fire, theft, vandalism and neglect. Specialist storage environments are also provided for particular at-risk record formats.

A team of conservators are dedicated to the treatment and preventive conservation of the archival records to ensure optimum storage, handling and guaranteed safe access now and into the future.

QSA has a digitisation program and if records are digitised, the scanned copy is made available to the public thus protecting the original. Original records are available to the public on open access provided their condition is reasonable.

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)

Public Records Act 2002

Queensland State Archives Records Governance Policy

The purpose of the Queensland State Archives policy is to lift recordkeeping to a strategic level, improve capabilities and to achieve strategic goals and objectives.

- Policy 1.*** *Agencies must ensure records management is supported at all levels of the business*
- Policy 2.*** *Agencies must systematically manage records using governance practices that are integrated and consistent with broader agency frameworks.*
- Policy 3.*** *Agencies must create complete and reliable records.*
- Policy 4.*** *Agencies must actively manage permanent, high-value and high-risk records and information as a priority.*
- Policy 5.*** *Agencies must make records discoverable and accessible for use and re-use*
- Policy 6.*** *Agencies must dispose of records in a planned and authorized way.*

10 Public records more than 25 years old

- (1) *If a public record in a public authority's possession is more than 25 years old, the public authority —*
- (a) must give written notice of the record's existence to the archivist; and*
- (b) if the public authority no longer needs the record to be readily available in its own custody, may, if authorised by the archivist, give the record to the archives.*
- (2) *If the record is not given to the archives under subsection (1)(b), the archivist may take possession, or a copy, of the record or give directions about the storage of the record.*
- (3) *A public record in the custody of the archives that is more than 25 years old may be removed from the archives only if the archivist is satisfied —*
- (a) the record is reasonably needed by the public authority; or*
- (b) there is another adequate reason for allowing it to be removed.*
- (4) *This section does not prevent the disposal of a public record by, or under an authority given by, the archivist.*

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)

Information Management Policy

Purpose

"Public authorities must ensure that records created and captured are recorded, retained in safe custody and preserved as per administrative, financial, and community requirements"

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 and 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)

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)

Local historians/researchers – access to Council's permanent records

- QSA will digitise the record/document. These will be available for access by our local historians and researchers.
- Access can be made directly with QSA or via 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
Uncontrolled Storage Environment	Historical records damaged or destroyed if left in an uncontrolled storage environment.

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 does not own or operate a Record Storage Housing facility with the appropriate environmental conditions. The recommended record storage housing and environmental conditions are quite specific to each record type. (Refer attached)

It is recommended that Council work with Queensland State Archives to ensure that the records identified in our possession (over 25 years old) are stored in the Queensland State Archives storage facilities, where the environment is controlled, so as these historical records are preserved and available for future generations.

Recommendation:

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

That Council documents over 25 years old, identified as permanent records in the *General Retention and Disposal Schedule (GRDS)* and the *Local Government Sector Retention and Disposal Schedule*, be stored at the dedicated Archival Storage Facilities operated by Queensland State Archives.

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

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

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

No

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 5: Managing our operations well

5.9 Information management

Supporting Documentation:

- 1 [🔗](#) Maranoa Regional Council Records held - 25 Years and Over D19/60471
- 2 [🔗](#) Queensland State Archives - Recommended Record Storage Housing and Environmental Conditions D21/7570

Report authorised by:

Director - Corporate & Community Services

Maranoa Regional Council Records held - 25 Years and Over		
Reference	Description of Records	Date Range of Records
SO/1401	Rates Cash Book	3/11/1941 to 23/10/1945
SO/1460	Budget Ledger	1/7/1938 to 30/6/1945
BO/1620	Rate Cards - #2 to #495	1988 to 1989
BO/1621	Rate Cards - #355 to #1275	1988 to 1989
SO/1496	Budget Ledger Sheets	1/7/1959 to 30/6/1974
BO/1745	Stock Routes Receipt Book	1/3/1943 to 25/9/1943
BO/1748	Rates Summary Receipts, Arrears & Levy Book	1/7/1985 to 30/6/1989
MRC/3342	Swimming Records - Booringa Shire Council	1957 to 1973
MRC/3341	Gates & Grids - Booringa Shire Council	1960 to 1977
BO/1619	Rate Cards - #860 to #1430	1982 to 1987
SO/1465	Wages Book - Waroo Shire	17/6/1987 to 3/7/1985
SO/1406	Rates Cash Book	29/9/1905 to 31/1/1922
SO/1421	Valuation Register & Rates Book	1/7/1900 to 30/6/1910
SO/1461	Finance Meeting Ledger	23/1/1952 to 30/11/1955
SO/1405	Rates Cash Book	19/1/1917 to 4/1/1923
SO/1402	Rates Cash Book	4/11/1940 to 22/10/1941
RO/2868	Water Rates - Roma Town Council	1/1/1913 to 31/12/1913
SO/1492	Budget Ledger Sheets	30/6/1960 to 30/6/1975
SO/1495	Loans Register	1/1/1961 to 1/7/1978
SO/1493	Plant & Equipment Petty Cash & Loans Register	1/6/70 to 19/2/88
SO/1448	Valuation Register & Rates Book	1/7/1910 to 30/6/1916
SO/1470	General Ledger	1/1/1934 to 30/6/1937
SO/1404	Rates Cash Book	19/1/1928 to 10/12/1936
SO/1410	Wages Book - Waroo Shire	26/11/1945 to 23/6/1950
SO/1473	Finance Meeting Ledger	5/2/1927 to 4/10/1941
SO/1472	Cash Book	1/9/1931 to 30/6/1938
SO/1467	Cash Book	3/4/1944 to 30/6/1945
SO/1443	General Cash Book & Bank Accounts	1/1/1881 to 28/2/1889
SO/1447	General Ledger	1/1/1884 to 31/12/1922
SO/1445	General Ledger	1/7/1880 to 31/5/1884
SO/1407	Surat Jockey Club Correspondence Book A-Z - Grandstand Subscriptions	21/3/1884 to 11/4/1894
SO/1477	Cash Book	1/12/1934 to 31/12/1939
SO/1457	Waroo Census Returns	1/9/1912 to 29/9/1914
SO/1413	Wages History Cards - Waroo Shire	1/7/1938 to 30/6/1945
BO/1749	BSC Rates Index	No Dates
RO/2866	Water Rate Cash Book	1907 to 1915
BO/1622	Rate Cards # 500 - # 1430	1988 to 1989
SO/1481	General Ledger	31/12/1919 to 31/12/1923
BO/1612	Rate Cards - # 1 to # 266	1976 to 1982
RO/2766	Rates Cards	No Dates
BO/1618	Bungil Shire Council - Rates Cards - # 340 to # 859	1982 to 1987
BO/1617	Rates Cards - # 2 to # 339	1982 to 1987
RO/2852	1st Cash Book	27/8/1867 to 30/6/1888
SO/1403	Rates Cash Book	4/1/1937 to 23/10/1940
SO/1423	Valuation Register & Rates Book	1/7/1935 to 30/6/1943
SO/1499	Unused Ledger Sheets	
SO/1500	Cash Book Sheets, Receipts & Disbursements	1/6/1974 to 31/5/1975
SO/1426	Valuation Register & Rates Book	1/7/1931 to 30/6/1933
SO/1430	Valuation Register & Rates Book	1/7/1922 to 31/12/1926
SO/1425	Valuation Register & Rates Book	1/7/1932 to 30/6/1934
SO/1427	Valuation Register & Rates Book	1/7/1928 to 30/6/1930
SO/1468	Stock Assets Register	2/4/1936 to 30/6/1945
BO/1614	Rate Cards - # 677 to # 1112	1976 to 1982
SO/1419	Summary of Rates and Charges	1/7/1976 to 30/6/1987
SO/1424	Valuation Register & Rates Book	1/7/1917 to 30/6/1920
SO/1429	Valuation Register & Rates Book	1/7/1921 to 31/10/1923
SO/1409	Wages Book - Waroo Shire	1/10/1929 to 30/7/1938
SO/1408	Wages Book - Waroo Shire	29/8/1938 to 24/11/1945
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RO/916	Valuation Register & Rate Book Cards - #1300 - #1399	1978 to 1982
RO/916	Valuation Register & Rate Book Cards - #1400 - #1499	1978 to 1982
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RO/916	Valuation Register & Rate Book Cards - #1700 - #1799	1978 to 1982
RO/916	Valuation Register & Rate Book Cards - #1800 - #1899	1978 to 1982
RO/916	Valuation Register & Rate Book Cards - #1900 - #1999	1978 to 1982
RO/916	Valuation Register & Rate Book Cards - #2000 - #2099	1978 to 1982
RO/916	Valuation Register & Rate Book Cards - #2100 - #2199	1978 to 1982
RO/916	Valuation Register & Rate Book Cards - #2200 - #2260	1978 to 1982
RO/919	Valuation Register & Rate Book Cards - #1000 - #1099	1988 to 1991
RO/919	Valuation Register & Rate Book Cards - #1100 - #1199	1988 to 1991
RO/919	Valuation Register & Rate Book Cards - #1200 - #1299	1988 to 1991
RO/919	Valuation Register & Rate Book Cards - #1300 - #1399	1988 to 1991
RO/919	Valuation Register & Rate Book Cards - #1400 - #1499	1988 to 1991
RO/919	Valuation Register & Rate Book Cards - #1500 - #1599	1988 to 1991
RO/919	Valuation Register & Rate Book Cards - #1600 - #1699	1988 to 1991
RO/919	Valuation Register & Rate Book Cards - #1700 - #1799	1988 to 1991
RO/919	Valuation Register & Rate Book Cards - #1800 - #1899	1988 to 1991
RO/919	Valuation Register & Rate Book Cards - #1900 - #1999	1988 to 1991
RO/920	Valuation Register & Rate Book Cards - #2000 - #2099	1988 to 1990
RO/920	Valuation Register & Rate Book Cards - #2100 - #2199	1988 to 1990

RO/920	Valuation Register & Rate Book Cards - #2200 - #2299	1988 to 1990
RO/920	Valuation Register & Rate Book Cards - #2300 - #2399	1988 to 1990
RO/920	Valuation Register & Rate Book Cards - #2400 - #2499	1988 to 1990
RO/920	Valuation Register & Rate Book Cards - #2500 - #2599	1988 to 1990
RO/920	Valuation Register & Rate Book Cards - #2600 - #2625	1988 to 1990
RO/920	Rates Control Cards	1977 to 1992
RO/920	Rates Water Meter	1981 to 1988
SO/1452	Register - Property, Loans & Legal Documents	1/7/1951 to 30/6/1983
SO/1456	General Ledger	1/1/1895 to 31/12/1902
SO/1453	Waroo District Improvement Board - Cash Book	12/4/1934 to 30/6/1945
SO/1411	Waroo Shire - Wages Book	3/7/1968 to 5/3/1969
SO/1497	Waroo Shire - Wages Book for Employees	22/6/1985 to 23/5/1984
So/1494	Waroo Shire - Wages Book for Employees	7/1/1981 to 9/5/1984
SO/1414	Rates Refund due to altered Valuations	1/7/1960 to 30/6/1962
MRC/3145	Roma Town Council - Cemetery Book	1881 to 1973
SO/1400	Rates Cash Book	26/10/1945 to 24/5/1949
YO/1260	Associated Pipeline Ltd	
RO/920	Valuation Register & Rate Book Cards - #1100	1978 to 1982
RO/920	Valuation Register & Rate Book Cards - #1200 - #1299	1983 to 1988
RO/920	Valuation Register & Rate Book Cards - #1300 - #1399	1983 to 1987
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RO/920	Valuation Register & Rate Book Cards - #1600 - #1699	1983 to 1988
RO/920	Valuation Register & Rate Book Cards - #1700 - #1799	1983 to 1987
RO/920	Valuation Register & Rate Book Cards - #1800 - #1899	1983 to 1987
RO/920	Valuation Register & Rate Book Cards - #1900 - #1999	1983 to 1988
RO/911	Valuation Register & Rate Book Cards - #1 - #99	1966 to 1973
RO/911	Valuation Register & Rate Book Cards - #100 - #199	1966 to 1973
RO/911	Valuation Register & Rate Book Cards - #200 - #299	1966 to 1973
RO/911	Valuation Register & Rate Book Cards - #300 - #399	1966 to 1973
RO/911	Valuation Register & Rate Book Cards - #400 - #499	1966 to 1973
RO/911	Valuation Register & Rate Book Cards - #500 - #599	1966 to 1973
RO/911	Valuation Register & Rate Book Cards - #600 - #699	1966 to 1973
RO/911	Valuation Register & Rate Book Cards - #700 - #799	1966 to 1973
RO/911	Valuation Register & Rate Book Cards - #800 - #899	1966 to 1973
RO/911	Valuation Register & Rate Book Cards - #900 - #999	1966 to 1973
RO/912	Valuation Register & Rate Book Cards - #1000 - #1099	1967 to 1972
RO/912	Valuation Register & Rate Book Cards - #1100 - #1199	1967 to 1972
RO/912	Valuation Register & Rate Book Cards - #1200 - #1299	1967 to 1972
RO/912	Valuation Register & Rate Book Cards - #1300 - #1399	1967 to 1972
RO/912	Valuation Register & Rate Book Cards - #1400 - #1499	1968 to 1972
RO/912	Valuation Register & Rate Book Cards - #1500 - #1599	1967 to 1972
RO/912	Valuation Register & Rate Book Cards - #1600 - #1699	1967 to 1972
RO/912	Valuation Register & Rate Book Cards - #1700 - #1799	1967 to 1972
RO/912	Valuation Register & Rate Book Cards - #1800 - #1899	1967 to 1972
RO/912	Valuation Register & Rate Book Cards - #1900 - #1999	1967 to 1972
RO/913	Valuation Register & Rate Book Cards - #1 - #99	1973 to 1978
RO/913	Valuation Register & Rate Book Cards - #100 - #199	1973 to 1978
RO/913	Valuation Register & Rate Book Cards - #200 - #299	1973 to 1978
RO/913	Valuation Register & Rate Book Cards - #300 - #399	1973 to 1978
RO/913	Valuation Register & Rate Book Cards - #400 - #499	1973 to 1978
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RO/913	Valuation Register & Rate Book Cards - #800 - #899	1973 to 1978
RO/913	Valuation Register & Rate Book Cards - #900 - #999	1973 to 1978
RO/913	Valuation Register & Rate Book Cards - #1000 - #1099	1973 to 1978
RO/913	Valuation Register & Rate Book Cards - #1100 - #1199	1973 to 1978
RO/914	Valuation Register & Rate Book Cards - #1200 - #1299	1973 to 1978
RO/914	Valuation Register & Rate Book Cards - #1300 - #1399	1973 to 1978
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RO/914	Valuation Register & Rate Book Cards - #2000 - #2099	1973 to 1978
RO/915	Valuation Register & Rate Book Cards - #1 - #99	1978 to 1982
RO/915	Valuation Register & Rate Book Cards - #100 - #199	1978 to 1982
RO/915	Valuation Register & Rate Book Cards - #200 - #299	1978 to 1982
RO/915	Valuation Register & Rate Book Cards - #300 - #399	1978 to 1982
RO/915	Valuation Register & Rate Book Cards - #400 - #499	1978 to 1982
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RO/915	Valuation Register & Rate Book Cards - #600 - #699	1978 to 1982
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RO/915	Valuation Register & Rate Book Cards - #900 - #999	1978 to 1982
RO/915	Valuation Register & Rate Book Cards - #1000 - #1099	1978 to 1982
RO/915	Valuation Register & Rate Book Cards - #1100 - #1199	1978 to 1982
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RO/917	Valuation Register & Rate Book Cards - #100 - #199	1982 to 1988
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RO/917	Valuation Register & Rate Book Cards - #500 - #599	1982 to 1988
RO/917	Valuation Register & Rate Book Cards - #600 - #699	1982 to 1988
RO/917	Valuation Register & Rate Book Cards - #700 - #799	1982 to 1988
RO/917	Valuation Register & Rate Book Cards - #800 - #899	1982 to 1988
RO/917	Valuation Register & Rate Book Cards - #900 - #999	1982 to 1988
RO/917	Valuation Register & Rate Book Cards - #1000 - #1099	1982 to 1988
RO/917	Valuation Register & Rate Book Cards - #1100 - #1199	1982 to 1988
RO/918	Valuation Register & Rate Book Cards - #1 - #99	1988 to 1991
RO/918	Valuation Register & Rate Book Cards - #100 - #199	1988 to 1991
RO/918	Valuation Register & Rate Book Cards - #200 - #299	1988 to 1991
RO/918	Valuation Register & Rate Book Cards - #300 - #399	1988 to 1991
RO/918	Valuation Register & Rate Book Cards - #400 - #499	1988 to 1991
RO/918	Valuation Register & Rate Book Cards - #500 - #599	1988 to 1991
RO/918	Valuation Register & Rate Book Cards - #600 - #699	1988 to 1991
RO/918	Valuation Register & Rate Book Cards - #700 - #799	1988 to 1991
RO/918	Valuation Register & Rate Book Cards - #800 - #899	1988 to 1991
RO/918	Valuation Register & Rate Book Cards - #900 - #999	1988 to 1991
RO/2846	Roma Town Council - Sanitary Cash Book	1/8/1912 to 29/12/1916
RO/2846	Roma Town Council - Sanitary Cash Book	2/1/1907 to 31/7/1912
RO/2846	Roma Town Council - Sanitary Cash Book	19/4/1901 to 7/1/1907
RO/2846	Roma Town Council - Ledger - Loan Account	21/2/1935 to 3/10/1942
RO/2846	Notifiable & Infectious Diseases Register - Roma	17/2/1920 to 9/11/1964
RO/2846	Notifiable & Infectious Diseases Register - Bendemere	27/2/1930 to 15/4/1930
RO/2846	Notifiable & Infectious Diseases Register - Bungil	6/3/1930 to 26/5/1934
RO/2846	Notifiable & Infectious Diseases Register	23/1/1964 to 5/2/1992
MO/2396	Rates Ledger - 751/2 to 980	1990
MO/2396	Rates Ledger - 981 to 1204	1989
MO/2396	Rates Ledger - 1205/5 to 1504	1990
SO/1432	Waroo Shire - Wages Book	1/1/1922 to 31/12/1922
SO/1476	General Ledger	1/1/1923 to 31/12/1928
SO/1431	Valuation Register & Rates Book	1/7/1946 to 30/6/1960
BO/1615	Rate Cards #1113 - #1454	1976 to 1982
BO/1741	Miscellaneous Register - Investments	12/6/1975 to 8/2/2001
SO/1480	Cash Book	1/10/1910 to 31/12/1918
SO/1479	Cash Book	1/1/1914 to 31/12/1918
SO/1455	Valuation Register - 1/1/1911 to 31/12/1913	1921 to 1922
SO/1478	General Register	31/12/1923 to 31/3/1929
SO/1454	Finance Meeting Ledger	1/11/1941 to 30/6/1950
SO/1474	General Ledger	7/12/1935 to 30/6/1945
SO/1433	Cash Book	1/7/1980 to 30/6/1988
SO/1437	Cash Book	1/1/1919 to 31/8/1931
SO/1439	General Journal	1/1/1934 to 30/6/1988
SO/1416	Waroo Shire - Wages Book	1/7/1966 to 30/6/1968
SO/1415	Rates Cash Book	4/1/1923 to 31/12/1927
SO/1471	Cash Book	3/5/1935 to 19/8/1943
MO/2397	Rates Ledger	30/06/1984
MO/2712	Booringa Shire Council - Survey Plans	2/9/1964 to 12/5/2000
RO/2749	Roma Town Council - General Ledger	1/1/1911 to 31/12/1917
RO/2857	Roma Town Council - Valuation Register	1/1/1888 to 26/5/1890
RO/2758	Roma Town Council - Wages Book	4/5/1950 to 24/6/1953
RO/2750	General Cash Book	1/1/1935 to 31/7/1941
RO/2747	Roma Town Council - General Ledger	1/1/1923 to 30/6/1931
MO/2710		
RO/2746		
RO/2742		
RO/2755		
MO/2711		
RO/2741		
RO/2745		
SO/1412	General Ledger	1/11/1955 to 30/4/1962
RO/2886	Roma Town Council - Sanitary Charges	1/1/1908 to 31/12/1916
RO/2912	Roma Town Council - Valuation Register	1/1/1933 to 31/12/1933
RO/2753	Roma Town Council - Valuation Register & Rates Book	1/7/1932 to 30/6/1934
RO/2751	Roma Town Council - Valuation Register & Rates Book	1/7/1929 to 30/6/1931
RO/2762	Roma Town Council - Rates Book	1/7/1963 to 31/8/1967
RO/2743	Roma Town Council - Wages Book	19/6/1947 to 20/4/1950
RO/2748	Roma Town Council - Debenture Register	21/8/1935 to 1/7/2003
RO/2760	Roma Town Council - General Ledger	25/7/1906 to 29/3/1913
RO/2738	Roma Town Council - Correspondence Register	10/5/1971 to 24/11/1972
RO/2757	Roma Town Council - Wages Book	6/4/1950 to 24/6/1953
RO/2737	Roma Town Council - Sanitary Department	2/7/1917 to 31/12/1933
RO/2736	Roma Town Council - Correspondence Register	1/9/1966 to 2/6/1969
RO/2866	Roma Town Council - Water Rates	3/1/1923 to 31/12/1926
RO/2763	Roma Hospital - General Journal	1/7/1909 to 31/12/1923
RO/2761	Roma Town Council - Correspondence Register	5/6/1969 to 10/5/1971
MO/2718	Skillion Shed Plans	Review 2008
RO/2764	Roma Town Council - Rates Receipts - #4001 to #4500	11/2/1944 to 11/9/1944
RO/2765	Roma Town Council - Rates Receipts - #5001 to #5500	20/10/1944 to 21/1/1948
BO/1749	Bungil Shire Council - Rates Summary, Receipts, Arrears & Levy	1/7/1980 to 30/6/1985
RO/2759	Roma Town Council - Rates Book	1/7/1930 to 30/6/1932
RO/2735	Roma Town Council - Cash Receipts Journal	27/6/1957 to 30/6/1962
SO/1502	Ledger Sheets	1/6/1973 to 31/5/1974
SO/1450	Cash Book	1/3/1970 to 31/3/1971

SO/1483	Budget Ledger	1/7/1957 to 30/6/1962
SO/1458	Cash Book	1/7/1952 to 30/6/1965
SO/1459	Cash Book	1/7/1965 to 31/3/1965
SO/1475	General Ledger & Cash Book	1/7/1929 to 31/3/1931
SO/1440	Cash Book	26/6/1929 to 30/11/1934
SO/1442	Contract Ledger	30/10/1926 to 23/9/1980
SO/1441	Stamp Duty Balances	5/5/1964 to 30/6/1971
SO/1436	Cash By Post - Inwards	18/9/1973 to 2/10/1984
SO/1435	General Ledger	1/1/1930 to 31/12/1933
SO/1438	General Ledger	1/1/1919 to 31/12/1931
SO/1434	Sanitary Ledger	1/1/1934 to 31/7/1937
SO/1490	Budget Ledger & Sheets	30/6/1975 to 31/5/1977
SO/1418	Summary of Rates and Charges	30/6/1976 to 1/7/1964
SO/1451	General Ledger	1/7/1977 to 30/6/1987
SO/1449	Merino Downs Station Ledger	1/1/1924 to 8/11/1934
SO/1469		
RO/2867	Roma Town Council - Water Rates	31/12/1919 to 30/6/1958
SO/1491		
BO/1747		
SO/1487		
SO/1484		
SO/1420		
BO/1613	Rates Cards - # 267 - # 676	1976 to 1982
RO/2900	Building Register	8/1/1982 to 7/7/2000
RO/2855	Valuation Register & Rates Ledger	1/1/1917 to 12/2/1919
RO/2899	Building Register	1/7/1949 to 16/2/1982
RO/2906	Roma Town Council - Wages Sheets	7/12/1927 to 18/12/1928
RO/2907	Roma Town Council - Wages Sheets	14/7/1949 to 28/6/1950
RO/2905	Roma Town Council - Wages Sheets	7/1/1925 to 6/12/1927
RO/2895	Roma Town Council - Loan Fund Pay Sheets	26/2/1940 to 24/5/1940
RO/2908	Roma Town Council - Wages Sheets	1/7/1959 to 29/6/1960
RO/2883	Roma Town Council - Water Authority Receipt Book	19/3/1921 to 14/9/1921
RO/2874	Roma Town Council - Rate Cash Book	3/8/1897 to 26/6/1903
RO/2881	Roma Town Council - Rate Cash Book	18/5/1912 to 8/1/1919
RO/2880	Roma Town Council - Rates Book	31/12/1896 to 31/12/1902
RO/2896	Roma Town Council - Correspondence Register	5/9/1974 to 13/9/1975
RO/2875	Roma Town Council - General Rate Book	11/1/1918 to 26/3/1920
RO/2911	Roma Town Council - Wages Sheets	2/7/1971 to 30/6/1973
RO/2910	Roma Town Council - Wages Sheets	8/1/1968 to 18/6/1971
RO/2862	Roma Town Council - Valuation Register & Rates Book	31/12/1918 to 11/2/1920
RO/2903	Roma Town Council - Wages Sheets & Wages Index	20/6/1917 to 27/6/1921
RO/2909	Roma Town Council - Wages Sheets	5/7/1967 to 25/10/1968
RO/2879	Roma Town Council - Rates Book	16/1/1888 to 20/6/1895
RO/2888	Roma Town Council - General Ledger	1/7/1950 to 3/6/1952
MO/2577	Diggers Race Ledger	1934 to 1964
RO/2864	Roma Town Council - Water Authority Rate Book	1/1/1933 to 31/12/1934
RO/2865	Roma Town Council - Water Rates	30/5/1927 to 31/12/1929
RO/2887	Roma Town Council - General Cash Book	1/7/1962 to 30/6/1965
RO/2854	Roma Town Council - Valuation Register & Rates Book	1/1/1927 to 31/12/1928
RO/2853	Roma Town Council - Valuation Register & Rates Book	1/1/1935 to 31/12/1937
YO/1262	Yuleba Valuation Register & Rates Book	1933 to 1935
SO/1463	General Ledger	1/1/1888 to 31/12/1894
SO/1462	Waroo Shire Plans	1/1/1952 to 23/2/1981
SO/1446	General Ledger	1/1/1903 to 31/12/1913
SO/1444	General Cash Book & Bank Accounts	1/7/1880 to 31/12/1887
SO/1464	Minutes Marsupial Board	18/2/1882 to 31/3/1891
SO/1417	Waroo Shire - Wages Book A-Z	5/6/1956 to 30/6/1966
SO/1466	Waroo Shire By-Laws & Government Gazettes	26/11/1956 to 11/6/1983
RO/2904	Roma Town Council - Wages Sheet	30/6/1921 to 6/1/1925
RO/2897	Roma Town Council - Correspondence Register	27/11/1972 to 5/9/1974
RO/2882	Roma Town Council - Rates Receipt Book	20/4/1934 to 28/8/1934
RO/2869	Roma Town Council - Valuation Register & Rate Book	29/4/1910 to 12/3/1913
RO/2870	Roma Town Council - Valuation Register & Rate Book	23/2/1914 to 22/2/1917
RO/2863	Roma Town Council - Valuation Register & Rate Book	31/12/1907 to 19/3/1909
RO/2860	Roma Town Council - Valuation Register	1/1/1899 to 31/12/1902
RO/2859	Roma Town Council - Valuation Register	11/1/1895 to 31/12/1898
RO/2873	Roma Town Council - Rates Cash Book	13/7/1888 to 12/1/1889
RO/2861	Roma Town Council - Valuation Register	1928
RO/2898	Roma Town Council - Debenture Register - Electric Authority - Loan Repayments	1/10/1965 to 1/1/1989
RO/2889	Roma Town Council - General Ledger	1/7/1937 to 30/6/1941
RO/2876	Roma Town Council - Rate Cash Book	14/2/1966 to 12/12/1986
BO/1746	Bungil Shire Council - Loans Register & Contract Forms	1/7/1974 to 30/6/1988
RO/2894	Roma Town Council - General Cash Book	Unused
RO/2856	Roma Town Council - Valuation Register & Rates Ledger	1/1/1903 to 31/12/1906
RO/2877	Roma Town Council - Rates Book	1/1/1884 to 31/12/1887
RO/2878	Roma Town Council - Rates Book	1/3/1879 to 31/5/1887
SO/1489	Budget Ledger Sheets	1/7/1980 to 30/6/1982
SO/1486	Budget Ledgers	1/7/1982 to 31/12/1985
SO/1485		
SO/1482		
SO/1501		
SO/1422		
RO/2858	Roma Town Council - Valuations Register	1/1/1891 to 8/5/1894

RO/2884	Roma Town Council - Water Authority Receipt Book	1/3/1929 to 26/8/1929
RO/2885	Roma Town Council - Water Cash Book	1/3/1902 to 31/12/1913
SO/1428	Valuation Register & Rates Book	1/7/1925 to 30/6/1929
SO/1498	Receipts/Disbursements	1/5/1968 to 28/2/1970
RO/2752	Roma Town Council - Valuation Register & Rates Book	1/7/1921 to 30/6/1923
RO/2744	Roma Town Council - Register & Rates Book	1/7/1924 to 30/6/1926
RO/2754	No sheet	
BO1635	Bungil Shire Council - Minutes of General Meeting - 15/02/1996 to 20/06/1997	
	Bungil Shire Council Budget Meeting Council - 1990/1991	
	Bungil Shire Council - Minutes of General Meeting - 18/07/1997 to 19/06/1998	
	Bungil Shire Council - Minutes of General Meeting - 17/07/1998 to 18/06/1999	
BO1656	Bungil Shire Council - Minutes of General Meeting - 17/01/1997 to 15/05/1998	
BO/1722	Bungil Shire Council - Minutes of General Meeting 3/4/1946 to 18/4/1952	
	Bungil Shire Council - Minutes of General Meeting 16/5/1952 to 7/5/1957	
	Bungil Shire Council - Minutes of General Meeting 21/6/1957 to 23/6/1960	
	Bungil Shire Council - Minutes of General Meeting 1/7/1960 to 1/7/1961	
	Bungil Shire Council - Minutes of General Meeting 29/7/1965 to 17/6/1966	
BO/1723	Bungil Shire Council - Minutes of General Meeting 19/7/1968 to 20/6/1969	
	Bungil Shire Council - Minutes of General Meeting 4/8/1977 to 22/6/1979	
	Bungil Shire Council - Minutes of General Meeting 15/7/1986 to 23/6/1989	
BO/1724	Bungil Shire Council - Minutes of General Meeting 15/7/1994 to 23/6/1995	
BO/1740	Bungil Shire Council - Minutes of General Meeting 21/7/1961 to 20/6/1963	
	Bungil Shire Council - Minutes of General Meeting 18/7/1969 to 19/6/1970	
	Bungil Shire Council - Minutes of General Meeting 14/7/1989 to 22/6/1990	
	Bungil Shire Council - Minutes of General Meeting 20/7/1990 to 28/6/1991	
RO/1179	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	16/7/1954 to 22/4/1958
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	01/05/1958 to 20/04/1961
RO/1180	Roma Town Council - Ordinary General Meeting Minutes	May 1961 to April 1964
	Roma Town Council - Ordinary General Meeting Minutes	May 1964 to April 1967
RO/1181	Roma Town Council - Ordinary General Meeting Minutes	May 1967 to October 1968
	Roma Town Council - Ordinary General Meeting Minutes	November 1968 to March 1970
RO/1182	Roma Town Council - Ordinary General Meeting Minutes	March 1970 to December 1971
	Roma Town Council - Ordinary General Meeting Minutes	January 1972 to March 1973
RO/1183	Roma Town Council - Ordinary General Meeting Minutes	April 1973 to June 1974
	Roma Town Council - Ordinary General Meeting Minutes	July 1974 to March 1976
RO/1184	Roma Town Council - Ordinary General Meeting Minutes	April 1976 to March 1978
	Roma Town Council - Ordinary General Meeting Minutes	March 1978 to October 1979
RO/1185	Roma Town Council - Ordinary General Meeting Minutes	November 1979 to June 1981
	Roma Town Council - Ordinary General Meeting Minutes	July 1981 to November 1982
RO/1186	Roma Town Council - Ordinary General Meeting Minutes	December 1982 to March 1984
	Roma Town Council - Ordinary General Meeting Minutes	March 1984 to March 1985
RO/1187	Roma Town Council - Ordinary General Meeting Minutes	April 1985 to September 1986
	Roma Town Council - Ordinary General Meeting Minutes	October 1986 to March 1988
RO/1188	Roma Town Council - Ordinary General Meeting Minutes	March 1988 to September 1989
	Roma Town Council - Ordinary General Meeting Minutes	October 1989 to March 1991
RO/1189	Roma Town Council - Ordinary General Meeting Minutes	April 1991 to June 1992
	Roma Town Council - Ordinary General Meeting Minutes	July 1992 to June 1993
RO/1190	Roma Town Council - Ordinary General Meeting Minutes	July 1993 to December 1993
	Roma Town Council - Ordinary General Meeting Minutes	January 1994 to June 1994
RO/1191	Roma Town Council - Ordinary General Meeting Minutes	July 1994 to June 1995
	Roma Town Council - Ordinary General Meeting Minutes	July 1995 to June 1996
RO/1192	Roma Town Council - Ordinary General Meeting Minutes	July 1996 to March 1997
	Roma Town Council - Ordinary General Meeting Minutes	March 1997 to September 1997
	Roma Town Council - Ordinary General Meeting Minutes	October 1997 to April 1998
RO/1193	Roma Town Council - Ordinary General Meeting Minutes	May 1998 to September 1998
	Roma Town Council - Ordinary General Meeting Minutes	October 1998 to March 2000
	Roma Town Council - Ordinary General Meeting Minutes	2000 to 2001
	Roma Town Council - Ordinary General Meeting Minutes	2002
RO/1194	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st July 2002
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	August/September 2002
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	September/October 2002
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	November/December 2002
RO/1195	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	January to April 2003
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	May to June 2003
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	July to August 2003
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	September to October 2003
RO/1196	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	November to December 2003
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st January 2004
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	February /March 2004
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	April/May 2004
RO/1197	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	June to July 2004
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	August to September 2004
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	October to December 2004
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st December 2004
RO/1198	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	January to February 2005
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	March to April 2005
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	May to June 2005
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	September to November 2005
RO/1199	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st July 2005
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st August 2005
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	December 2005 to January 2006
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st February 2006
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st March 2006

RO/1200	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st April 2006
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st May 2006
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st June 2006
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st August 2006
RO/1201	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st July 2006
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st October 2006
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st November 2006
	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st December 2006
BO/1657	Roma Town Council - Ordinary General Meeting Minutes - Business Papers	1st September 2006
	Bungil Shire Council - Minutes of General Meeting	19/10/2001 to 15/2/2002
	Bungil Shire Council - Minutes of General Meeting	15/3/2002 to 21/6/2002
	Bungil Shire Council - Minutes of General Meeting	15/3/2002 to 17/5/2002
BO/1658	Bungil Shire Council - Minutes of General Meeting	21/6/2002 to 19/7/2002
	Bungil Shire Council - Minutes of General Meeting	19/7/2002 to 23/8/2002
	Bungil Shire Council - Minutes of General Meeting	23/8/2002 to 10/10/2002
	Bungil Shire Council - Minutes of General Meeting	20/9/2002 to 15/11/2002
BO/1659	Bungil Shire Council - Minutes of General Meeting	15/11/2002 to 21/2/2003
	Bungil Shire Council - Minutes of General Meeting	20/12/2003 to 21/3/2003
	Bungil Shire Council - Minutes of General Meeting	10/3/2003 to 17/4/2003
	Bungil Shire Council - Minutes of General Meeting	17/4/2003 to 26/6/2003
BO/1661	Bungil Shire Council - Minutes of General Meeting	16/5/2003 to 20/6/2003
	Bungil Shire Council - Minutes of General Meeting	18/7/2003 to 19/9/2003
	Bungil Shire Council - Minutes of General Meeting	15/8/2003 to 19/9/2003
	Bungil Shire Council - Minutes of General Meeting	17/10/2003 to 19/12/2003
BO/1661	Bungil Shire Council - Minutes of General Meeting	20/2/2004 to 16/4/2004
	Bungil Shire Council - Minutes of General Meeting	20/2/2004 to 8/4/2004
	Bungil Shire Council - Minutes of General Meeting	21/5/2004 to 18/6/2004
	Bungil Shire Council - Minutes of General Meeting	21/5/2004 to 16/7/2004
BO/1661	Bungil Shire Council - Minutes of General Meeting	15/4/2005 to 15/7/2005
	Bungil Shire Council - Minutes of General Meeting	19/08/2005
	Bungil Shire Council - Minutes of General Meeting	19/8/2005 to 21/10/2005
	Bungil Shire Council - Minutes of General Meeting	15/7/2005 to 21/10/2005
MO/2546	Bungil Shire Council - Minutes of General Meeting	25/11/2005 to 17/3/2006
	Bungil Shire Council - Minutes of General Meeting	25/11/2005 to 17/2/2006
	Bungil Shire Council - Minutes of General Meeting	17/3/2006 to 26/5/2006
	Booranga Shire Council - Minutes of Meeting	4/4/1917 to 8/12/1926
MO/2547	Booranga Shire Council - Minutes of Meeting	2/2/1927 to 4/12/1929
	Booranga Shire Council - Minutes of Meeting	8/1/1930 to 2/12/1938
	Booranga Shire Council - Minutes of Meeting	1/12/1934 to 9/1/1937
	Booranga Shire Council - Minutes of Meeting	12/11/1938 to 18/1/1941
MO/2548	Booranga Shire Council - Minutes of Meeting	9/12/1942 to 10/2/1945
	Booranga Shire Council - Minutes of Meeting	9/2/1946 to 11/12/1948
	Booranga Shire Council - Minutes of Meeting	12/2/1949 to 9/6/1951
	Booranga Shire Council - Minutes of Meeting	14/7/1951 to 13/6/1953
MO/2548	Booranga Shire Council - Minutes of Meeting	11/7/1953 to 16/6/1955
	Booranga Shire Council - Minutes of Meeting	8/7/1955 to 13/12/1957
	Booranga Shire Council - Minutes of Meeting	14/2/1958 to 17/6/1959
	Booranga Shire Council - Minutes of Meeting	13/7/1959 to 17/6/1960
MO/2549	Booranga Shire Council - Minutes of Meeting	15/7/1960 to 21/6/1962
	Booranga Shire Council - Minutes of Meeting	13/7/1962 to 13/12/1963
	Booranga Shire Council - Minutes of Meeting	14/2/1964 to 11/12/1964
	Booranga Shire Council - Minutes of Meeting	12/2/1965 to 11/2/1966
MO/2550	Booranga Shire Council - Minutes of Meeting	18/3/1966 to 9/6/1967
	Booranga Shire Council - Minutes of Meeting	21/7/1967 to 14/6/1968
	Booranga Shire Council - Minutes of Meeting	19/7/1968 to 10/6/1969
	Booranga Shire Council - Minutes of Meeting	11/7/1969 to 1/6/1972
MO/2551	Booranga Shire Council - Minutes of Meeting	24/8/1976 to 25/7/1978
	Booranga Shire Council - Minutes of Meeting	10/9/1974 to 13/7/1976
	Booranga Shire Council - Minutes of Meeting	21/7/1992 to 23/7/1974
	Booranga Shire Council - Minutes of Meeting	18/7/1969 to 4/12/1970
MO/2552	Booranga Shire Council - Minutes of Meeting	18/7/1979 to 10/6/1980
	Booranga Shire Council - Minutes of Meeting	1/7/1979 to 30/6/1980
	Booranga Shire Council - Minutes of Meeting	8/8/1978 to 12/6/1979
	Booranga Shire Council - Minutes of Meeting	28/7/1980 to 19/6/1981
MO/2553	Booranga Shire Council - Minutes of Meeting	15/7/1980 to 9/6/1981
	Booranga Shire Council - Minutes of Meeting	14/7/1981 to 10/6/1982
	Booranga Shire Council - Minutes of Meeting	1981 to 30/6/1982
	Booranga Shire Council - Minutes of Meeting	22/7/1982 to 7/6/1983
MO/2554	Booranga Shire Council - Minutes of Meeting	15/7/1983 to 15/6/1984
	Booranga Shire Council - Minutes of Meeting	14/7/1983 to 14/6/1984
	Booranga Shire Council - Minutes of Meeting	19/7/1984 to 20/6/1985
	Booranga Shire Council - Minutes of Meeting	25/7/1985 to 19/6/1986
MO/2554	Booranga Shire Council - Minutes of Meeting	24/7/1986 to 25/6/1987
	Booranga Shire Council - Minutes of Meeting	16/7/1987 to 6/6/1958
	Booranga Shire Council - Minutes of Meeting	27/7/1989 to 21/6/1990
	Booranga Shire Council - Minutes of Meeting	21/7/1988 to 22/6/1989
MO/2554	Booranga Shire Council - Minutes of Meeting	19/7/1990 to 20/6/1991
	Booranga Shire Council - Minutes of Meeting	18/7/1991 to 20/6/1992
	Booranga Shire Council - Minutes of Meeting	1/7/1992 to 30/6/1993
	Booranga Shire Council - Minutes of Meeting	22/7/1993 to 16/6/1994
MO/2554	Booranga Shire Council - Minutes of Meeting	21/7/1994 to 27/6/1995
	Booranga Shire Council - Minutes of Meeting	20/7/1995 to 27/6/1996
	Booranga Shire Council - Minutes of Meeting	18/7/1996 to 17/6/1997

MO/2555	Booringa Shire Council - Minutes of Meeting	15/6/1997 to 23/6/1998
	Booringa Shire Council - Minutes of Meeting	21/7/1998 to 30/6/1999
	Booringa Shire Council - Minutes of Meeting	20/7/1999 to 29/6/2000
	Booringa Shire Council - Minutes of Meeting	1/7/2000 to 29/6/2001
	Booringa Shire Council - Minutes of Meeting	27/8/2001 to 22/1/2002
MO/2556	Booringa Shire Council - Minutes of Meeting	19/2/2002 to 18/6/2002
	Booringa Shire Council - Minutes of Meeting	16/7/2002 to 17/12/2002
	Booringa Shire Council - Minutes of Meeting	21/1/2003 to 24/6/2003
	Booringa Shire Council - Minutes of Meeting	1/7/2003 to 21/10/2003
	Booringa Shire Council - Minutes of Meeting	18/1/2003 to 18/5/2004
MO/2557	Booringa Shire Council - Minutes of Meeting	22/06/2004
	Booringa Shire Council - Minutes of Meeting	21/7/2004 to 21/12/2004
	Booringa Shire Council - Minutes of Meeting	18/5/2005 to 29/6/2005
	Booringa Shire Council - Minutes of Meeting	26/7/2005 to 23/6/2006
	Booringa Shire Council - Minutes of Meeting	18/7/2006 to 19/6/2007
YO/1245	Bendemere Shire Council Minutes	July 1941 to June 1951
	Bendemere Shire Council Minutes	July 1951 to July 1958
	Bendemere Shire Council Minutes	August 1958 to October 1970
	Bendemere Shire Council Minutes	November 1970 to June 1973
	Bendemere Shire Council Minutes	July 1973 to June 1977
YO/1246	Bendemere Shire Council Minutes	July 1977 to June 1981
	Bendemere Shire Council Minutes	July 1981 to July 1988
	Bendemere Shire Council Minutes	August 1988 to June 1990
	Bendemere Shire Council Minutes	July 1990 to June 1993
	Bendemere Shire Council Minutes	July 1993 to March 1996
YO/1247	Bendemere Shire Council Minutes	April 1996 to November 1997
	Bendemere Shire Council Minutes	December 1997 to September 1998
	Bendemere Shire Council Minutes	October 1998 to February 2000
	Bendemere Shire Council Minutes	March 2000 to April 2001
	Bendemere Shire Council Minutes	June 2001 to March 2002
YO/1248	Bendemere Shire Council Minutes	April 2002 to March 2003
	Bendemere Shire Council Minutes	April 2003 to December 2003
	Bendemere Shire Council Minutes	January 2004 to September 2004
	Bendemere Shire Council Minutes	October 2004 to October 2005
	Bendemere Shire Council Minutes	November 2005 to October 2006
YO/1249	Bendemere Shire Council Minutes	September 2007 to February 2008
	Bendemere Shire Council Minutes	
	Bendemere Shire Council Minutes	
	Bendemere Shire Council Minutes	
	Bendemere Shire Council Minutes	
YO/1250	Bendemere Shire Council Minutes	
	Bendemere Shire Council Minutes	
	Bendemere Shire Council Minutes	
	Bendemere Shire Council Minutes	
	Bendemere Shire Council Minutes	

RECOMMENDED RECORD STORAGE HOUSING AND ENVIRONMENTAL CONDITIONS

Queensland State Archives

Security classification: Public

Permanent archival storage and/or retention

Record formal type	Thermal range	Daily tolerance	RH range	Daily tolerance	Shelving	Containers/wrappings/other
Paper-based Files Cards Maps Plans/drawings Charts Posters Letters and documents	18°C–22°C	+/- 2°C	45%–55%	+/- 5%	Plan cabinets for larger formats (maps and plans etc.)	Type 1 design (or format-specific variations) boxes Paper or cardboard covers, wallets, folders or envelopes Interleave if in drawers or fragile—polyester encapsulate Larger formats (maps, plans etc.)—use rigid folders or boards for flat—or roll around a core and wrap
Composite records and objects Bound volumes and registers	16°C–20°C	+/- 2°C	40%–50%	+/- 5%	Store small volumes vertically Larger volumes can be stored horizontally—up	Fragile bound volumes require tailor-made boxes or slipcases—no boxing or wrapping required if in good condition Treat parchment as per paper-based



Recommended record storage housing and environmental conditions

Record formal type	Thermal range	Daily tolerance	RH range	Daily tolerance	Shelving	Containers/wrappings/other
Parchment Architectural models Scrolls					to 2 high Deep shelving or even pallet racking may be used for oversized and heavy objects	but use only non-buffered material in contact Objects can be housed in standard archival boxes (tailor-made if outsized e.g. scrolls) Heavy objects in crates or on pallets (wood varnished, properly cured and ventilated prior to use to seal against off-gassing) Cover or wrap architectural models to protect from light, dust, pests and scratching (especially if Perspex cover/case)
Photographic prints (B&W)	16°C–20°C	+/- 2°C	40%–50%	+/- 5%		Non-buffered archival wallets, folders, envelopes boxes, or polypropylene sleeves/albums
Optical media DVDs, CDs and Blu-ray discs Laser discs	16°C–20°C	+/- 2°C	40%–50%	+/- 5%	Store vertically Do not stack or package in groups	Rigid plastic jewel / polypropylene cases Remove all paper/cardboard Water-base felt tip permanent marker for labelling if necessary.
Photographic prints (Colour)	8°C–12°C	+/- 2°C	30%–40%	+/- 5%		Non-buffered archival wallets, folders, envelopes boxes, or polypropylene sleeves/albums
Photographic other Glass plate negatives Lantern slides	8°C–12°C	+/- 2°C	30%–40%	+/- 5%	Fixed (i.e. stationary, not mobile) shelving	Individually housed in non-buffered archival folders, wallets and containers Additional shock protection when interleaving (that also meets PAT) and within archival boxes

Recommended record storage housing and environmental conditions

Record formal type	Thermal range	Daily tolerance	RH range	Daily tolerance	Shelving	Containers/wrappings/other
Magnetic media Audio tapes Video tapes Computer tapes Floppy disks Magneto-optical discs	8°C–12°C	+/- 2°C	30%–40%	+/- 5%	Non-magnetisable shelving and cabinets Store vertically Metal shelves should be earthed	Rigid and inert plastic (polypropylene) cases are preferred for tapes and discs Use non-magnetic material Do not use paper or cardboard Anti-static bags for media not part of networked storage Disks should remain powered and power variations remain constant. Cases should have fittings to hold the tapes in position
Film (stable) Microfilm (rolls, sheet) Motion picture/cine Negatives (rolls, sheet) X-rays Slides Overhead transparencies	8°C–12°C	+/- 2°C	30%–40%	+/- 5%	Cine films store horizontally–16mm up to 6 cans high, 35mm up to 3 cans high Store all others vertically	Rolled films on polypropylene cores and in PAT containers Sheet film in inert/PAT plastic sleeves, albums, wallets and boxes
Film (unstable) Cellulose acetate	1°C–5°C	+/- 1°C	30%–40%	+/- 5%	Cine films store horizontally–16mm up to 6 cans high, 35mm	No paper-based containers or other housings

Recommended record storage housing and environmental conditions

Record formal type	Thermal range	Daily tolerance	RH range	Daily tolerance	Shelving	Containers/wrappings/other
based media affected by 'vinegar syndrome' Motion picture film Microfilm Photographic negatives Sheet film					up to 3 high Store all others vertically	Rolled films on polypropylene cores and in PAT containers Sheet film in inert/PAT plastic sleeves, albums, wallets and boxes
Solid state media	16°C–20°C	+/- 2°C	35%–45%	+/- 5%	Metal shelving must be earthed.	Anti-static bags Power variations must remain constant Do not store below 10°C

Long term temporary storage and/or retention

Record formal type	Thermal range	Daily tolerance	RH range	Daily tolerance	Shelving	Containers/wrappings
Stable material types Paper-based Composites and objects Film–stable	15°C–25°C	+/- 2°C	40%–60%	+/- 5%	See above for corresponding individual format types—archival materials are preferred but not essential	See above for corresponding individual format types—archival materials are preferred but not essential

Recommended record storage housing and environmental conditions

Record format type	Thermal range	Daily tolerance	RH range	Daily tolerance	Shelving	Containers/wrappings
Susceptible and at-risk material Photographic Magnetic media Optical Media Film—unstable	15°C–20°C	+/- 2°C	40%–50%	+/- 5%	See above for corresponding individual format types—archival materials are preferred but not essential	See above for corresponding individual format types—archival materials are preferred but not essential

Short term exposure and temporary retention

Record format type	Thermal range	Daily tolerance	RH range	Daily tolerance	Shelving	Containers/wrappings
All material types	15°C–25°C	+/- 4°C	40%–60%	+/- 5%	Storage containers are recommended and archival quality materials are preferred but not essential	Storage containers are recommended and archival quality materials are preferred but not essential

OFFICER REPORT

Meeting: Ordinary 10 February 2021

Date: 14 January 2021

Item Number: 12.1

File Number: D21/3553

SUBJECT HEADING: Application for funding under Queensland Government 2021--22 Cycle Network Local Government Grants Program

Classification: Open Access

Officer's Title: Deputy Director / Strategic Road Management

Executive Summary:

Council is eligible to apply for funding for projects under the Queensland Government's *Cycle Network Local Government Grants Program* to deliver and improve principal cycle networks across Queensland. It is recommended that Council apply for funding for project/s under this program.

Officer's Recommendation:

That Council:

1. Apply for funding for the Miscamble and Queen Street Intersection Roma Cycleway Upgrade under the Queensland Government's 2021-22 *Cycle Network Local Government Grants Program*
2. Allocate the required 50% co-contribution in the 2021/22 budget if successful.
3. Authorise the CEO, or delegate, to sign funding agreement if 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
PCNP	Principle Cycle Network Plan
TMR	Department of Transport & Main Roads

Context:

Why is the matter coming before Council?

The Queensland Government is committed to achieving the *Queensland Cycle Strategy 2017-2027* vision of 'more cycling, more often'.

The Cycle Network Local Government Grants Program helps local governments to deliver best practice, high quality and safe cycling infrastructure and facilities. Funding is being targeted at delivering the Highest Priority Routes (HPR) identified in the Priority Route Maps and Action Plans for each Local governments Principal Cycle Network Plan (PCNP)

Key Dates:

Closing date – 26 February 2021

It is proposed that Council submit the following project:

Project: Miscamble and Queen Street Intersection Roma Cycleway Upgrade

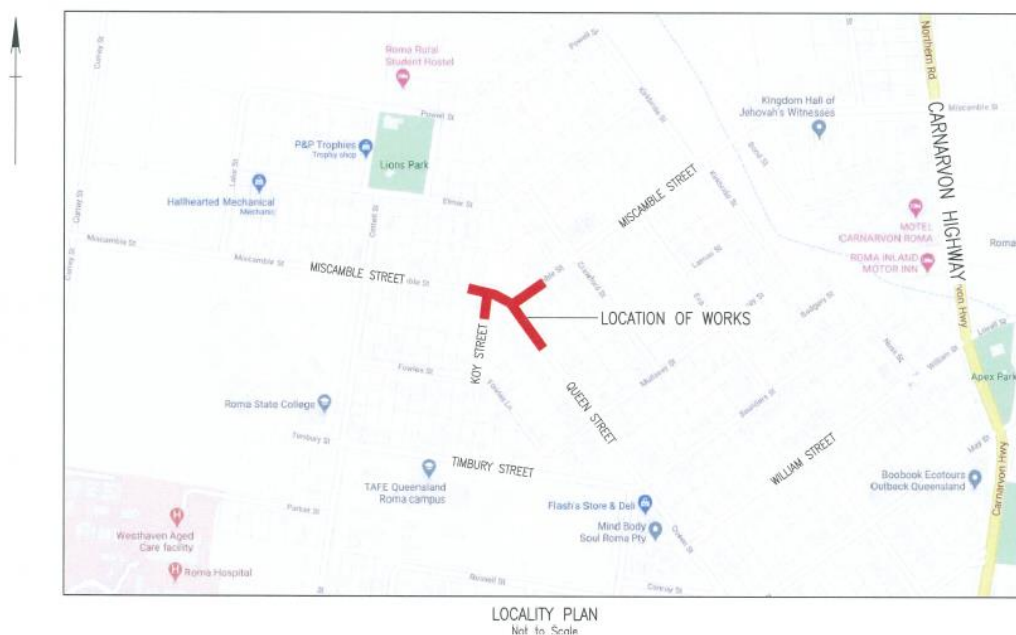
Objective: improve the on-road cycle safety through the intersection and provide a shared path for active transport users, whilst maintaining current levels of service for vehicular traffic.

Estimated project costs: \$600,000

Maximum grant funding: \$300,000 (50%)

Council contribution: \$300,000 (50%)

Council has completed the treatment design for this project and is now ready for construction.



Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The following types of projects are available for funding under the program:

- **Highest Priority Route Options Analysis (Planning)**
 - Undertake options analysis to develop a pipeline of quality projects for delivery of HPR on locally controlled portions of the PCN
- **Detailed Design Only**
 - **Standard Detailed Design** is for councils to complete a detailed design for a facility on the PCN. Up to 50% funding is available for successful projects.
 - Up to 100% grant funding towards **Priority Design Treatments**. This funding is for the detailed design of projects which will deliver high priority cycling treatments such as physical separation.
- **Construction**. Up to **50% funding** will be available to councils to deliver construction projects. All construction projects must obtain approval of detailed designs from the program administrators to start construction.

Previous round applications:

Successful

2019-20

Detailed design for priority treatment at the Miscamble Street and Queen Street Intersection, Roma that has now been completed.

Unsuccessful

2020-21

Standard Detailed Design - Miscamble Street (from Wright Street to Carnarvon Highway) Estimated total cost - \$55,950

Construction – Bungil Street, Roma including 770 metres of 2.5 metre wide on road cycle lane on the southern side of Bungil Street between the Adungadoo Path and the Roma Sports Precinct. Estimated total cost \$986,740

Note: both unsuccessful projects in 2020-21 were deemed ineligible for funding as the locations are not on the Principal Cycle Network.

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)

Applications would have to meet criteria as per the guidelines of the program.

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)

Applying for funding for these projects is in line with the priorities for the Cycle Network in Roma.

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)

Program Funding and Budget Coordinator

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 Department of Transport and Main Roads administers the funding program.

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?

Projects are for commencement in 2021-22 financial 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)

If the project is successful, 50% co-contributions will need to be allocated from the 2021/22 budget. i.e. \$300,000

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)

TMR

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
Missed opportunity	This funding will potentially provide an opportunity to

	bring forward construction for the cycle network.
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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)

It is recommended that Council apply for the funding.

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 Miscamble and Queen Street Intersection Roma Cycleway Upgrade under the Queensland Government's 2021-22 *Cycle Network Local Government Grants Program*.
2. Allocate the required 50% co-contribution in the 2021/22 budget if successful.
3. Authorise the CEO to sign any funding agreements if successful.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.3 Roads and drainage

Supporting Documentation:

Nil

Report authorised by:

Deputy Chief Executive Officer/Acting Director Infrastructure Services

OFFICER REPORT

Meeting: Ordinary 10 February 2021

Date: 15 January 2021

Item Number: 12.2

File Number: D21/3984

SUBJECT HEADING: Roma Natural Gas Supply Agreement Renewal 2021

Classification: Open Access

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

Executive Summary:

The Roma Natural Gas Supply Agreement with Santos QNT is due for renewal at the end of June 2021. This report recommends that Santos QNT continue to be the supplier of Natural Gas to Roma and be approved as a sole supplier in accordance with s235 of the Local Government Regulation 2012 and that negotiations commence to renew the agreement.

Officer's Recommendation:

That:

1. Council resolve that Santos QNT be classified as a sole supplier under section 235 of the Local Government Regulation 2012 for the supply of Natural Gas to Roma.
 2. Authorise the Chief Executive Officer (or delegate) to enter into negotiations with Santos QNT for the supply of Natural Gas to Roma, formalising the terms and conditions of the agreement.
-

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).

Santos QNT are the incumbent supplier of Natural Gas to Roma. The previous tender (tender 18042), tendered in May 2018, resulted in one other submission from Elgas Limited that did not provide equal or improved benefits to 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
LNG Netback Price	An LNG netback price is a measure of an export parity price that a gas supplier can expect to receive for exporting its gas. It is calculated by taking the price that could be

	<p>received for LNG and subtracting or 'netting back' the costs incurred by the supplier to convert the gas to LNG and ship it to the destination port.</p> <p>LNG netback prices based on Asian LNG spot prices currently play an important role in influencing gas prices in the east coast gas market.</p>
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Context:

Why is the matter coming before Council?

This report is being brought before Council for the following reasons:

1. Council is required to approve the sole supplier status of Santos QNT under the S 235 of the Local Government Regulation 2012.
2. The contract value will be greater than two hundred thousand dollars (\$200,000) over the life of the contract.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The previous contract with Santos QNT from 2015 to 2018 had a value in the order of \$650,00 excluding GST. When this contract was due to expire, the supply of Natural Gas to Roma was released for tender, to determine if there were other potential suppliers that could price this service.

Council publicly advertised Tender 18042 in May 2018, inviting suitable suppliers to submit a tender for the bulk supply of natural gas for the Roma township. Santos agreed to extend their existing contract with the same rates and terms. The only other tender received was from Elgas Ltd.

The price tendered by Elgas for supply was \$15.04/GJ for supply. There was also a transport and installation charge, resulting in a total price to MRC of \$23.93/GJ. This was compared to the price from Santos of \$6.88/GJ. The Santos price was lower than the wholesale price at the Wallumbilla Gas Supply Hub, being \$9.20/GJ.

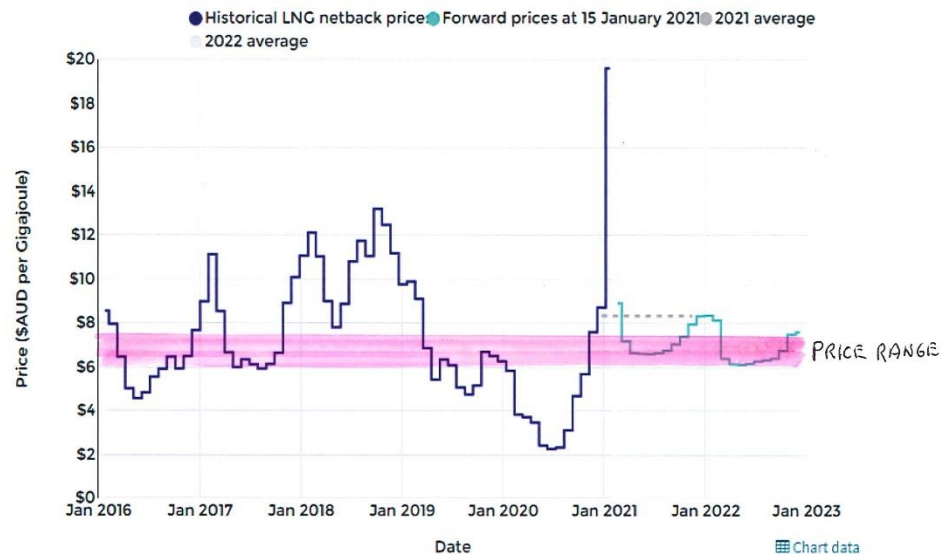
Santos spent millions of dollars to install the infrastructure to supply the gas to Roma. The only other supplier (Elgas) required an installation cost of \$178,000 plus transport costs to transport the gas by truck to a facility in Roma. Any other supplier willing to provide gas to Roma would be required to install their own infrastructure or truck the gas to Roma as per Elgas Limited's proposal. Transporting gas by truck adds risk to continuity of supply.

The other benefit of entering into another agreement is the price stability offered, ensuring Council's customers do not receive price shocks as Natural Gas prices fluctuate over time. The Natural Gas price was \$6.48 per GigaJoule in 2015 and over approximately 5 years has risen to 7.0736 per Gigajoule in 2021 through CPI rises.

This is around 9.16% over this period or approximately 1.4% per year. The benefit of stability in prices is shown in the chart below.

LNG netback price chart

The chart below displays historical and forward LNG netback prices. Annual simple average forward prices are displayed only for each complete calendar year.



Last updated on 18 January 2021. Next update on 1 February 2021.

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 proposed contract is a “*large size contractual arrangement*”, under Chapter 6, Division 2 of the *Local Government Regulation 2012*. A large size contract is:

(3) A ***large-sized contractual arrangement*** is a contractual arrangement with a supplier that is expected to be worth, exclusive of GST, \$200,000 or more in a financial year, or over the proposed term of the contractual arrangement.

Under *s226 of the Local Government Regulation 2012*, tenders are needed first for a large-size contractual arrangement. However, under *s235 (a) of the Local Government Regulation 2012* “Other exceptions”, Council can resolve that there is only one supplier who is reasonably available. The test of reasonability in this case are:

1. the increased time and money it would cost Council to go to tender again with a high probability that the result will be the same or similar to Tender 18042 in 2018.

2. The barrier to entry for other suppliers is high and will come at a cost to Council and gas consumers.

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 - Procurement & Plant, supported the intent of the report and provided input on the legal requirements.

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)

A public tender could result in an increase in the supply cost, resulting in higher costs which would need to be passed on to consumers. This recommendation will bring price stability and predictability to 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)

Roma residents connected to the Natural Gas Network will be concerned about price rises for gas. This agreement should provide Council's customers with continuity of low and stable gas prices.

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 to re-tender: Council may not obtain the best possible outcome for Council and its gas consumers.	Likelihood: Low Consequences: Insignificant Considering the limited suppliers to the Roma Gas Market, re-tendering is most likely to result in the same outcome as the previous tender 18042.

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 tender process in 2018 (Tender 18042) proved that there are no other viable suppliers to compete with Santos QNT. The current Santos rate is extremely low, at or below wholesale price. If this supply agreement is released for tender, the possible consequences are:

1. That there is a danger that Santos could significantly raise their unit cost and still easily win the tender.
2. Santos QNT may withdraw from the market forcing Council to seek another supplier with a high probability of being more expensive and less reliable.
3. Council's gas prices may rise.

Santos have expressed interest in extending the agreement for a further 3 years. It is recommended that Council approve Santos as a sole supplier and negotiate an extension of the agreement with them.

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?

It is recommended that:

1. Council resolve that Santos QNT be classified as a sole supplier under section 235 of the Local Government Regulation 2012 for the supply of Natural Gas to Roma.
2. Authorise the Chief Executive Officer (or delegate) to enter into negotiations with Santos QNT for the supply of Natural Gas to Roma, formalising the terms and conditions of the agreement.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.7 Gas

Supporting Documentation:

[1](#) Tender 18042 - Elgas Maranoa Regional Council Firm D21/5204
LNG Terms Sheet

Report authorised by:

Manager - Procurement & Plant

Deputy Chief Executive Officer/Acting Director Infrastructure Services

LNG FIRM OFFER TERMS SHEET

1 June 2018

Maranoa Regional Council Qld

1 off 80kl vessel

5 Year Term

Description	Offer rate	Condition	Comparison rate
LNG Gas Supply Agreement	ELGAS Ltd. Supply Agreement and Terms & Conditions	This OFFER is capable of acceptance and is based on; The ELGAS Ltd, Liquefied Natural Gas Equipment Loan and Supply Agreement.	
Term of LNG Supply Agreement	INITIAL PERIOD 5 year firm	Expected commencement date: 12 weeks from execution of agreement.	
Annual Quantity (AQ)	407t per annum (22,190Gj)	Volume is based on data provided by Council	
Minimum gas consumption	75% of aggregated AQ over contract years 1-5	The contract term to be extended until any shortfall is fully consumed by the customer.	
LNG	\$0.81988/Kg	Supplied from BOC Condamine LNG plant.	\$15.04/GJ at AQ
LNG Delivery	\$0.06418/Kg	24/7 delivery access required at customers site.	\$1.18/GJ at AQ
LNG Equipment Facility Charge excluding GST	1 off 80kl vessel \$10,635.25	Full Term of agreement (60 months). The Facility Charge will commence on completion of the installation. The LNG equipment will remain the property of Elgas during the Initial Period and on termination of the Agreement	\$5.75/GJ at AQ
Installation Charge	\$3,612.66 per month	Installation can be amortised and paid over 60 month term or one off upfront payment of \$178,170.00. Customer to carry out following works :	\$1.95/GJ at AQ
All up gas price at AQ inclusive of monthly installation repayments	\$23.93/GJ		
All up gas price at AQ exclusive of monthly installation repayments	\$21.98/GJ		
Customer to provide	<div>1. 240v 50hz 30 amp power supply</div> <div>2. Water supply (garden hose)</div> <div>3. Compressed air</div> <div>4. Road Train/B Double access</div>		
LNG Equipment Installation	1 off 80kl vertical LNG vessels		
LNG Equipment Removal	Firm quotation by CES at the time of removal	Customer to pay the full cost of decommissioning the LNG Equipment Installation. All BOC owned equipment will be removed from site by CES and transported to BOC Rocklea Qld operations at customer cost.	
Price Escalation:			

All prices will be escalated on 1 st March each year as per the following formula, with the first revision on 1 st March 2019.	
	<u>Escalation Formula</u>
Product	$PC_1 \times [0.20 \times (CPI_n / CPI_b) + 0.40 \times (EPI_n / EPI_b) + 0.40 \times (GPI_n / GPI_b)]$
Distribution	$DC_1 \times (TEI_n / TEI_b)$
Monthly Equipment Charge	$FC_1 \times (CPI_n / CPI_b)$
CPI = Consumer Price Index, EPI = Electricity Price Index, GPI = Gas Price Index, TEI = Freight Index Note all indices are Australia based values.	
This terms sheet is capable of acceptance and valid until 3 July 2018 and is conditional on successful credit assessment and the execution of the ELGAS Ltd, Liquefied Natural Gas Equipment Loan and Supply Agreement. All prices exclude GST.	

OFFICER REPORT

Meeting: Ordinary 10 February 2021

Date: 27 January 2021

Item Number: 12.3

File Number: D21/6615

SUBJECT HEADING: Tender 21018 - Relining Sewers in Injune and Surat 2020-21 - Tender Award

Classification: Open Access

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

Executive Summary:

Council publicly invited tenders via LGTenderbox from suitably qualified and experienced contractors to reline the sewers in Injune and Surat.

The Tender period opened on 8 December 2020 and closed on 11 January 2021.

The responses received were reviewed by an evaluation panel and this report is submitted for Council's consideration.

Officer's Recommendation:

That Council:

1. Select ***Relining Solutions Pty Ltd*** as the preferred tenderer for Tender 21018 noting the tendered price of **\$1,063,907.66** including GST, for the completion of Sewer Relining at Injune and Surat.
2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with *Relining Solutions Pty Ltd* and form a contract to carry out the works if final terms are acceptable.

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 following five (5) tenders were received:

- Aaro Group
- Abergeldie
- Insituform Pacific Pty Ltd
- Interflow Pty Ltd
- Relining Solutions Pty Ltd

Acronyms:

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

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

Acronym	Description
N/A	N/A

Context:

Why is the matter coming before Council?

The evaluation of Tender 21018 Relining Sewers in Injune and Surat has been completed and is tabled for Council's consideration.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council publicly advertised the tender inviting suitably qualified and experienced Contractors to submit a Lump Sum Price made up of two portions, a Tender Schedule Summary and Schedule of Rates for Daywork and supporting documentation for the design and installation of a sewer relining product in the Townships of Injune and Surat.

The scope of work will include the rehabilitation of approximately 7,350 metres of gravity sewer in various streets in Injune and Surat. The sewer mains are all vitreous clay and generally are in reasonable condition for relining. Some civil works may be required for displaced joints, which will be carried out by Maranoa Regional Council.

Forty (40) interested parties or individuals downloaded the tender documents, with Council receiving the following five (5) tenders:

- Aaro Group
- Abergeldie
- Insituform Pacific Pty Ltd
- Interflow Pty Ltd
- Relining Solutions Pty Ltd

Responses were evaluated by an evaluation panel consisting of:

- Manager Water Sewerage & Gas
- Manager Procurement & Plant

Pricing

Price is calculated using the formula:

- *(submission price /lowest submission price) x weighting*
- Price formula results in proportional increases/decreases in the score, in accordance with changes in price.

Maranoa Regional Council

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The following table provides a breakdown of pricing provided by Tenderers

Pricing Structure	Relining Solutions Pty Ltd	Insituform Pacific Pty Ltd (Refer to note1)	Interflow Pty Ltd	Abergeldie Watertech	Aaro Group
Establishment	\$16,000.00	\$0.00	\$38,084.09	\$60,295.93	\$13,700.00
House connections	\$267,180.58	\$327,600.93	\$269,690.23	\$360,739.87	\$369,007.23
Cleaning & CCTV only	\$4,403.20	\$0.00	\$4,805.34	\$11,325.66	\$4,754.40
Clean, CCTV & Relining	\$658,055.00	\$749,949.02	\$627,784.86	\$609,812.45	\$1,106,784.00
Remove Protruding Rubber Rings	\$1,900.00	\$0.00	\$1,649.65	\$1,305.35	\$1,900.00
Robotic Grinding & Removal of Hard Objects	\$8,400.00	\$0.00	\$6,598.60	\$9,137.40	\$7,700.00
Spot Repair	\$11,250.00	\$0.00	\$4,124.80	\$6,774.35	\$10,125.00
Total (ex GST)	\$967,188.78	\$1,077,549.95	\$952,737.57	\$1,059,391.01	\$1,513,970.63
GST	\$96,718.88	\$107,755.00	\$95,273.76	\$105,939.10	\$151,397.06
Total (incl. GST)	\$1,063,907.66	\$1,185,304.95	\$1,048,011.33	\$1,165,330.11	\$1,665,367.69

Note1 – Insituform Pacific Submission

Insituform Pacific Pty Ltd's pricing submission for house connections was \$73,552.41. This value excluded sealing of the house connections, equalling a value of \$254,048.52. This is not acceptable to Council and this amount was added back into the submission price for a total price of \$327,600.93 to ensure Council was comparing all bids equally.

Overall Tender Scoring Table

No	Tenderer	Tenderer's Business (25 points)	Personnel (25 points)	Price (35 points)	Total
1	Relining Solutions Pty Ltd	25	25	49.25	99.25
3	Insituform Pacific Pty Ltd	25	22	44.21	91.21
2	Interflow Pty Ltd	25	18	50.00	93.00
4	Abergeldie Watertech	25	20	44.97	89.97
5	Aaro Group	25	25	31.46	81.46

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)

Under the *Local Government Regulation 2012*, Council is required to invite public tenders prior to forming a large-sized contract of \$200,000 or more excluding GST.

The proposed contract meets the definition of a large-sized contract under the *Local Government Regulation 2012*.

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)

Relining of the sewers is identified in the Sewer Network Asset Management Plan.

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 - Procurement & Plant, assisted with the preparation of this report.
Program Funding & Budget Coordinator, reviewed the 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?

This project is included in the 2020-2021 capital works budget (Work order 22198 and WO22219).

Note: Council will be required to carry out some civil works to enable all of these sewers identified to be relined. These civil works may exceed the approved budgets but costs will be reviewed as part of budget review process with additional budget available from the Sewer Reserves if required.

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)

Tenderers will be interested in and impacted by Council's decision:

- Aaro Group
- Abergeldie
- Insituform Pacific Pty Ltd
- Interflow Pty Ltd
- Relining Solutions Pty Ltd

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
Changes/Variations: Changes or variations to the scope of works due to unforeseen factors could increase costs and cause budget over expenditure.	Likelihood: = Low Consequences: Council may need to use funds from the Sewerage Reserve.
Failures: Failure of the relining system may increase the time for project completion.	Likelihood: = Low Council has used this liner previously without any issues to date. Consequences: The project will take longer to complete.
Delays: Delays such as weather events may cause delays in the project completion.	Likelihood: = Medium Consequences: The project completion date may be extended.

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)

Relining Solutions Pty Ltd have the highest evaluation score and have successfully completed two contracts for Council in the past.

Council is therefore advised to enter into negotiations with **Relining Solutions Pty Ltd** for Tender 21018 - Relining Sewers in Injune and Surat 2020-21.

Recommendation:

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

That Council:

1. Select ***Relining Solutions Pty Ltd*** as the preferred tenderer for Tender 21018 noting the tendered price of **\$1,063,907.66** including GST, for the completion of Sewer Relining at Injune and Surat.
2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with *Relining Solutions Pty Ltd* and form a contract to carry out the works if final terms are acceptable.

This recommendation has been formed on the basis of ***Relining Solutions Pty Ltd***:

- obtained the highest evaluation score (99.25); and
- can perform the work to Council's requirements and timeframe.

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

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

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

No

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.2 Sewerage

Supporting Documentation:

Nil

Report authorised by:

Program Funding & Budget Coordinator

Deputy Chief Executive Officer/Acting Director Infrastructure Services

Director - Corporate & Community Services

OFFICER REPORT

Meeting: Ordinary 10 February 2021

Date: 28 January 2021

Item Number: 12.4

File Number: D21/6952

SUBJECT HEADING: May Street Bridge, Wallumbilla

Classification: Open Access

Officer's Title: Deputy Director / Strategic Road Management

Executive Summary:

At a recent Council Meeting, a Councillor Request for Agenda Report, resulted in a resolution seeking that a report be prepared for an upcoming Council meeting in relation to replacement options for the May Street Bridge in Wallumbilla.

This report is by way of follow up to this request providing Council with options to consider in relation to the matter.

Officer's Recommendation:

That Council endorse the preparation of a preliminary estimate of costs into the two options regarding the May Street Bridge, including:

1. Replacement of the May Street Bridge; and
2. Upgrade the section of Blue Hills Road (Old Roma Road) from Wallumbilla South Road to "Pickanjinnee", with a focus on improving the wet weather immunity.

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 - the recommendation, at this stage, is to develop a number of options for Council to consider as part of a future report to 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
-	-

Context:

Why is the matter coming before Council?

This report provides further information for Council to consider in relation to the Councillor Request for Agenda Report, in relation to replacement options for the May Street Bridge in Wallumbilla.

Background:

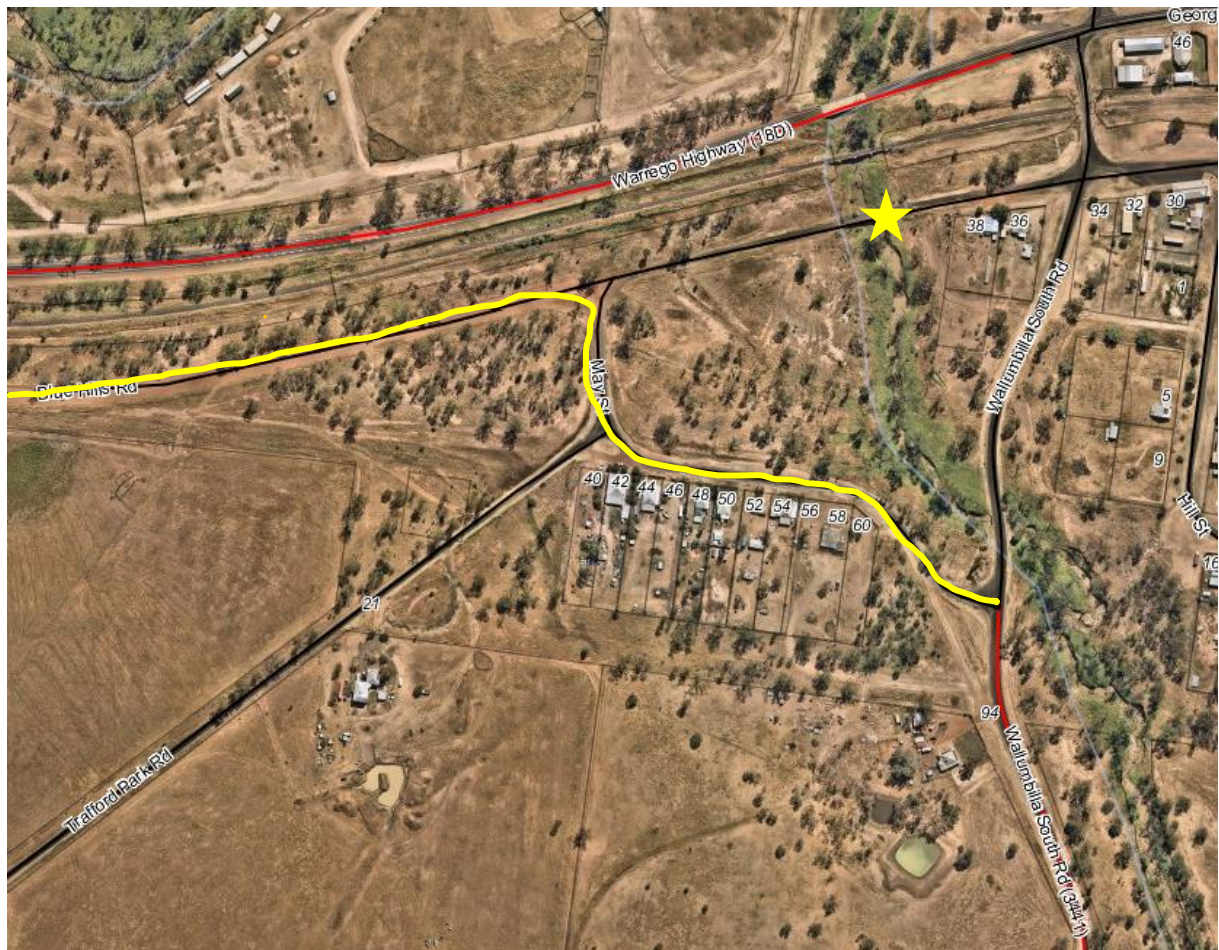
Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

At a recent Council Meeting, a Councillor Request for Agenda Report resulted in a resolution seeking that a report be prepared for an upcoming Council meeting in relation to replacement options for the May Street Bridge in Wallumbilla.

The May Street Bridge has been closed for several years, due to its condition being no longer suitable for pedestrian and vehicular traffic. Physical barriers have been installed on either approach to prevent access to the bridge.

Since reviewing the resolution, Council staff have had several discussions with residents in the area. From these discussions, it is understood that one of the major drivers for replacing the May Street Bridge, is to improve access for residents south of the Wallumbilla town. During weather events when the Wallumbilla South Road crossing is closed at the Wallumbilla Creek, residents may have typically used the May Street Bridge as an alternative route to the Wallumbilla South Road.



Given the expense associated with a bridge replacement project, particularly the size of the one located on May Street, Wallumbilla, other options were considered with respect to the notion of improved immunity of Council's road network.

Ultimately, two (2) main options being developed for Council's consideration:

Option 1 - Replacement of May Street Bridge; and

Option 2 - Upgrading the section of Blue Hills Road (Old Roma Road) from Wallumbilla South Road to "Pickanjinie", with a focus on improving the wet weather immunity of this section following major rain events in the area.

The recommendation presented seeks to investigate both of the above options further, to allow preliminary costings to be prepared for Council's consideration. On a high-level unit rate basis, Option 2 – has the potential to provide benefit to a larger number of residents and may result in a considerably more cost-effective solution than that of a full bridge replacement.

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

Section 60 of the *Local Government Act 2009* outlines that Council, being the local government for the area, has control of all roads in its local government area. For completeness and the purposes of this report, a road under the above section does not include any state controlled roads (i.e. Warrego Highway).

Under Section 60, it also notes that - This control includes being able to—

- (a) survey and resurvey roads; and
- (b) construct, maintain and improve roads; and

It can be summarised then, that the initial request and recommendation are consistent with powers that are afforded to Council under the *Local Government Act 2009*.

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)

Given the condition of the bridge at the time and the fact that an alternative route exists, albeit restricted during and following large rain events; there is currently no reference in the Asset Management Plans to replace the May Street Bridge, nor any current budget allocated to complete the same.

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)

- Condition Assessment Report – May Street Bridge, Wallumbilla.
- Item 14.1 - Councillor Request for Agenda Report: Replacement Options for May Street Bridge, Wallumbilla

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 – preliminary investigation only. Should Council wish to proceed further with a particular option, costs associated with detailed design and construction would need to be funded.

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)

Nil - the recommendation, at this stage, provides an option for Council to explore replacement options provided for the May Street Bridge in Wallumbilla.

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
Progressing with the replacement of the May Street Bridge without further reviewing other options and the costing associated with the replacement and the other options.	The recommendation will result in a summary of each option, including costs, benefits, and limitations. This will help provide Council with further information to consider in relation to the May Street Bridge.

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 investigate the matter further, it is recommended that more detail be developed on the two options that have been identified as part of the preliminary investigation of the resolution.

Such information will require commitment of Council resources and therefore Council's endorsement is sought on this approach before undertaking works that may not align with Council's priorities.

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 endorse the preparation of a preliminary estimate of costs into the two options regarding the May Street Bridge, including:

1. Replacement of the May Street Bridge; and
2. Upgrade the section of Blue Hills Road (Old Roma Road) from Wallumbilla South Road to "Pickanjinie", with a focus on improving the wet weather immunity.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.3 Roads and drainage

Supporting Documentation:

Nil

Report authorised by:

Deputy Chief Executive Officer/Acting Director Infrastructure Services

OFFICER REPORT

Meeting: Ordinary 10 February 2021

Date: 1 February 2021

Item Number: 12.5

File Number: D21/7351

SUBJECT HEADING: Restoration and Reopening Riggers Road Bridge, Roma

Classification: Open Access

Officer's Title: Deputy Director / Strategic Road Management

Executive Summary:

As part of the 2020/21 Capital Works Budget, Council resolved to allocate \$375,000 to restore and reopen Riggers Road Bridge, Roma.

The bridge has undergone a detailed non-destructive test to help obtain the current status of the bridge components and develop a restoration strategy. Due to the specialised nature of the work, Council has been working with Timber Restoration Systems Pty Ltd (TRS) and Wood Research and Design (WRD) to develop the strategy, which has now been provided, along with costings.

This report presents Council with a summary of the work completed since budget adoption and provides recommendation to progress the project and achieve the objective of reopening to bridge to vehicular traffic.

Officer's Recommendation:

That Council:

1. Pursuant to Section 235 of the Local Government Regulations 2012, enter into a contractual arrangement with Timber Restoration Systems Pty Ltd for the restoration and reopening of Riggers Road Bridge, Roma, as per Quotation Q896;
2. Authorise, as part of the reopening scope:
 - a) the installation of an information board outlining the history of the Riggers Road Bridge, including the works undertaken by the then Roma Town Council alongside Australian Defence Force personnel; and
 - b) the installation of additional way-finding signage to the Arthur Street carpark to assist towed vehicles navigate to a suitable parking spot when wanting to access the Roma CBD.

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).

Timber Restoration Systems Pty Ltd
Wood Research and Design

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
LRCI	Local Roads and Community Infrastructure
NDT	Non-destructive Testing

Context:

Why is the matter coming before Council?

The recommendation requires Council's endorsement of:

1. the proposed scope of works for the Riggers Road Bridge Reopening; and
2. the proposal to enter into a contractual arrangement under an exception, as outlined in s235 of the *Local Government Regulation 2012*, due to the specialist nature of the works required.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

- As part of the 2020/21 Budget, Council approved \$375,000 to go towards the reopening of Riggers Road Bridge.
- Funds for the project were allocated from Phase 1 of the Local Roads and Community Infrastructure (LRCI) Program.
- In investigating the matter, it is recognised that the bridge has "historical" value due to the fact that it used to be the original highway. It is also noted that in 1987, the ADF worked with the then Roma Town Council to undertake some deck replacement works – a majority of which is still in good condition today.
- Since the project was approved, Council staff have organised detailed investigation and testing on the bridge.
- Detailed investigations have been undertaken by Wood Research and Design (WRD) in September 2020. WRD were selected for the investigative works as they have previously been involved in a number of complex wood restoration projects and are known in the industry for their specialised advice and techniques.
- Non-destructive testing (NDT) was undertaken to determine the state of the main timber structural elements. The NDT testing was conducted in typical locations where bore sounding would normally have been performed.

- Following the investigation works by WRD a restoration and reopening strategy has been prepared and costed.
- A copy of the estimate – referred to as Quotation Q896 – due to the quotation noted as confidential, a copy can be provided on request.

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)

Under s235 Other exceptions of *Local Government Regulations 2012*, a local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if –

(b) the local government resolves that, because of the specialized or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders;

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 recommendation and project is consistent with Council's *Corporate Plan 2018 – 2023*. Section 1.3.4 of *Corporate Plan* notes:

Council will *undertake ongoing condition monitoring of the road network by Council's road officers to inform Council's road investment decisions*.

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)

Senior Engineer – Program & Contract Management

Arthur Seaby – Former Roma Town Council Overseer

Maree Worland – Roma Historical Association

Wood Research and Design – Condition assessment and restoration strategy

Timber Restoration Systems Pty Ltd – Quotation to complete restoration strategy

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)

As part of the 2020/21 Budget, Council approved \$375,00 for the project from Phase 1 of the Local Roads and Community Infrastructure (LRCI) Program.

One of the conditions of the Phase 1 LRCI Program is that funds are required to be spent by 30 June 2021. Contractor availability has been sought, and it has been confirmed that the proposed works - as outlined in Quotation Q896 - are be able to meet this timeframe.

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 current approved project budget is \$375,000 (excluding GST).

Quotation Q896 totals \$199,210.68 (excluding GST) and therefore falls within the current approved funds for the project. Additional costs will be required for project contingency (only needed should unforeseen conditions be encountered), asphalt resurfacing and linemarking.

The recommendation also proposes to install information signage to help provide some history to visitors to the site.

Notwithstanding the above, there is likely to be an estimated \$100,000 from the approved project budget that will be saved and need to be reallocated and acquitted prior to 30 June 2021. A separate report will be tabled for consideration in relation to this.

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)

Ongoing maintenance will be required on the bridge once it has been reopened, however the restoration techniques being proposed are likely to reduce this requirement, as well as prolong the current life of the bridge.

Four examples of this include:

- Use of Australian growth spotted gum hardwood;
- Injection of borate salt rods into the main bridge components to reduce decay;
- Installation of splines and fibre wrapping bridge piers to help reinforce and protect from further deterioration; and
- Filling major cracks with Structurfill® to restrict further water ingress and damage from fungus and decay.

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)

- Visitors to the Big Rig Facility
Improved maneuverability around the Big Rig Facility and carpark.
- Locals
Improved maneuverability around the Big Rig Facility and carpark.

- Local Emergency Services
The reopened bridge has been designed to cater for a load limit of 15t, which is suitable for what is described as a specialised emergency service vehicle.
- Department of Transport and Main Roads
Safety improvements to Warrego Highway, with less movements needing to re-enter the highway at the Big Rig entrance due to the reopening of the bridge.

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
LRCI Funding Acquittal	<p>As part of the 2020/21 Budget, Council approved \$375,000 for the project from Phase 1 of the Local Roads and Community Infrastructure (LRCI) Program.</p> <p>One of the conditions of the Phase 1 LRCI Program is that funds are required to be spent by 30 June 2021.</p> <p>Contractor availability has been sought, and it has been confirmed that the proposed works - as outlined in Quotation Q896 - are able to meet this timeframe.</p> <p>If Council seek to pursue an alternative approach for the project, it would be recommended that delivery timeframes are reviewed to ensure Council do not risk the current funding allocation.</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)

Progress to the construction phase of the project as per recommendation drafted.

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. Pursuant to Section 235 of the Local Government Regulations 2012, enter into a contractual arrangement with Timber Restoration Systems Pty Ltd for the

restoration and reopening of Riggers Road Bridge, Roma, as per Quotation Q896;

2. Authorise, as part of the reopening scope:
 - a) the installation of an information board outlining the history of the Riggers Road Bridge, including the works undertaken by the then Roma Town Council alongside Australian Defence Force personnel; and
 - b) the installation of additional way-finding signage to the Arthur Street carpark to assist towed vehicles navigate to a suitable parking spot when wanting to access the Roma CBD.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.3 Roads and drainage

Supporting Documentation:

Nil

Report authorised by:

Program Funding & Budget Coordinator

Deputy Chief Executive Officer/Acting Director Infrastructure Services

OFFICER REPORT

Meeting: Ordinary 10 February 2021

Date: 1 February 2021

Item Number: 12.6

File Number: D21/7440

SUBJECT HEADING: Additional Pedestrian Crossing Proposal -
Wyndham Street, Roma

Classification: Open Access

Officer's Title: Deputy Director / Strategic Road Management

Executive Summary:

At the Council Meeting on 27 January 2021, a Councillor Request for Agenda Report was tabled in relation to a potential pedestrian crossing on Wyndham Street, Roma between Woolworths and the eastern side of the street.

This report is by way of follow up to this request, and provides Council with an option to consider if wanting to progress the concept of a mid-block pedestrian crossing on Wyndham Street, Roma.

Officer's Recommendation:

That Council allocate \$2,500 to draft a concept plan for a mid-block pedestrian crossing on Wyndham Street, Roma, with the design to be used to establish and quantify the potential impact such installation could have on on-street car parking at this location.

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 - the recommendation, at this stage, provides an option for Council to further explore the concept of a mid-block pedestrian crossing on Wyndham Street, Roma.

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
-	-

Context:

Why is the matter coming before Council?

This report provides further information for Council to consider in relation to the Councillor Request for Agenda Report for a potential pedestrian crossing on Wyndham Street, Roma between Woolworths and the eastern side of the street.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

At the Council Meeting on 27 January 2021, a Councillor Request for Agenda Report was tabled in relation to a potential pedestrian crossing on Wyndham Street, Roma between Woolworths and the eastern side of the street.

The matter of a mid-block crossing on Wyndham Street has been previously considered, at least conceptually, as part of the Placemaking Strategy, completed in 2011. For completeness, as supporting documentation, below is an extract/illustration from the strategy that considers the subject of this report.



There have been elements of this strategy that the Council of the time (and future Councils) have implemented, either in part or whole. This said, the mid-block crossing of Wyndham Street between McDowall and Bowen, was not one of those.

Additional context/background on the topic for consideration:

1. There is quite the labyrinth of requirements for implementing a new “zebra crossing”. One of the criteria for this type of treatment is an extremely high

percentage of pedestrians at this location. Whilst there is a number of pedestrians at this location, the numbers needed to satisfy the guidelines would not be achieved at this site. This has been tabled, not by way of barrier to the idea, but more to help set the scene that the treatment may need to be more aligned with a raised shared zone (as per the placemaking strategy) rather than a conventional “painted zebra crossing”.

2. With any mid-block crossing, there needs to be some form of trade-off in order to achieve a change in priority (i.e. a more equal balance) between road vehicle and pedestrian. Generally, it is the number of parking spaces that are most affected in these instances. It is probably self-evident, however the impact to parking is generally from the physical space required for the crossing and the no parking thresholds close to the crossing to ensure visibility (between vehicle and pedestrian) is not obstructed.

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

Section 60 of the *Local Government Act 2009* outlines that Council, being the local government for the area, has control of all roads in its local government area. For completeness and the purposes of this report, a road under the above section does not include any state controlled roads (i.e. Warrego Highway).

Under Section 60, it also notes that - This control includes being able to—

- (a) survey and resurvey roads; and
- (b) construct, maintain and improve roads; and

It can be summarised then, that the initial request and recommendation are consistent with powers that are afforded to Council under the *Local Government Act 2009*.

Australia Standards

Any assessment regarding Pedestrian Crossing will also need to take into consideration:

- AS 1742.10-2009 Manual of Uniform Traffic Control Devices Part 10 (AS 1742.10-2009); and
- The Queensland Manual of Uniform Traffic Control Devices, and more specifically Part 10: Pedestrian control and protection.

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)

- 2011 Roma Placemaking Strategy
- Item 16.4 - Councillor Request for Agenda Report: Pedestrian Crossing on Wyndham Street Roma, 27 January 2021.

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?

Based on previous investigations (i.e. school zone crossings), it has been estimated that \$2,500 would be required to undertake an engineering assessment of the site.

This would allow engineers to establish a suitable location and crossing treatment, as well as draft a concept sketch of the treatment outlining the size and how many on-street car parking space would need to be relinquished to accommodate the proposed crossing.

Should Council wish to proceed as per the recommendation, it is proposed that the funds be allocated from Road Safety Operations GL 2442 2020-21 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)

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)

Nil - the recommendation, at this stage, provides an option for Council to further explore the concept of a mid-block pedestrian crossing on Wyndham Street, Roma.

The drafting of the concept design will help inform the impacts of such installation – which can be considered by Council as part of a future discussion on the topic.

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
Works do not progress following conceptual design works.	<p>Possible.</p> <p>Under this scenario, the funds allocated to the investigation could be viewed as a “waste”, however until a more thorough engineering assessment of the site in question is undertaken, it is difficult to establish what impacts a mid-block pedestrian crossing may have at this location.</p> <p>This information (i.e. number of parks impacted) will be vital for Council in further considering the idea. It would be also able to assist in informing a community discussion should the idea be required to proceed to community consultation stage.</p>
Safety of pedestrians, vehicles and other road users.	<p>The review will ensure that the relevant standards are applied to the proposed crossing, including but not limited to:</p> <ul style="list-style-type: none"> ▪ AS 1742.10-2009 Manual of Uniform Traffic Control Devices Part 10 (AS 1742.10-2009); and ▪ The Queensland Manual of Uniform Traffic Control Devices, and more specifically Part 10: Pedestrian control and protection. <p>It would be proposed that any concept development is undertaken by, or under the direct supervision of a Registered Professional Engineer Queensland (RPEQ).</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 investigate the matter, it is recommended that a draft concept plan be developed to establish and quantify the potential impact, such installation could have on on-street car parking at this location.

From the author's experience, this detail (i.e. the number of parks impacted) is generally one of the key consideration factors to whether the idea is progressed further to community consultation, detailed design and/or construction.

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 allocate \$2,500 to draft a concept plan for a mid-block pedestrian crossing on Wyndham Street, Roma, with the design to be used to establish and quantify the potential impact such installation could have on on-street car parking at this location.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.3 Roads and drainage

Supporting Documentation:

Nil

Report authorised by:

Program Funding & Budget Coordinator

Deputy Chief Executive Officer/Acting Director Infrastructure Services

OFFICER REPORT

Meeting: Ordinary 10 February 2021

Date: 2 November 2020

Item Number: 12.7

File Number: D20/104412

SUBJECT HEADING: Design Estimate for Reinforced Concrete Box Culvert - Gunnewin West Road

Classification: Open Access

Officer's Title: Deputy Director / Strategic Road Management

Executive Summary:

At a recent Council Meeting, Council resolved to investigate options to design a culvert for this road at the same height as the concrete causeway, and for the information to be brought back to a future Ordinary meeting.

This report provides Council with an option for consideration, including an estimate of costs, to undertake design of a reinforced concrete box culvert at Ch 8.750 Gunnewin West Road.

Officer's Recommendation:

That Council receive and note the contents of the report.

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).

J E Hindmarsh & E B Hindmarsh - 'Glenavon'

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
RCBC	Reinforced Concrete Box Culvert

Context:

Why is the matter coming before Council?

Further information for Council to consider in relation to the Councillor Request for Agenda Report to investigate options to design a culvert for this road at the same height as the concrete causeway, and for the information to be brought back to a future Ordinary meeting.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

At a recent Council Meeting, Council resolved to investigate options to design a culvert for this road at the same height as the concrete causeway, and for the information to be brought back to a future Ordinary meeting.

The location in question is understood to be Ch 8.750 Gunnewin West Road. A photo has been included below by way of background.



In response to the resolution to investigate options to design a culvert for this road at the same height as the concrete causeway, Council officers have sought to provide Council with an estimate to design a RCBC at this location.

Costs have been prepared based on previous culvert designs that have been recently completed. An example of this is the culvert that was designed on Mt Owen Road. By way of comparison, and whilst recognising the Mt Owen structure is larger than that at Ch 8.750 Gunnewin West Road, this particular design project (i.e. Mt Owen) cost Council in the order of \$46,000.

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

Section 60 of the *Local Government Act 2009* outlines that Council, being the local government for the area, has control of all roads in its local government area. For completeness and the purposes of this report, a road under the above section does not include any state controlled roads (i.e. Warrego Highway).

Under Section 60, it also notes that - This control includes being able to—

- (a) survey and resurvey roads; and
- (b) construct, maintain and improve roads; and

It can be summarised then that the initial request and recommendation are consistent with powers that are afforded to Council under the *Local Government Act 2009*.

Waterway Barrier Works Legislation

As well as dams and weirs, a reinforced concrete box culvert is considered an example of a waterway barrier works and there will trigger either a development approval under the *Planning Act 2016* or need to be designed and constructed in compliance with the Accepted Development Requirements for operational works.

Should Council wish to progress with the installation of a new reinforced concrete box culvert structure on Gunnewin West Road, a detailed culvert design, including hydraulic and environmental assessments will be required to satisfy the requirements of the Waterway Barrier Legislation.

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 Asset Management Plan does not currently outline any plans for a new culvert on Gunnewin West Road and focuses predominantly on a renewal strategy (i.e. maintaining what is currently there). Should Council wish to construct a new culvert at this location, this would be considered an upgrade to this part of the road.

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 – Construction

Manager – Maintenance Delivery and Works

Acting Director – Infrastructure Services

Former Bungil Shire Council Overseer

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 estimated that a culvert design for this project would be in the order of \$25,000 to \$30,000. As mentioned previously, this is based on the estimates Council received for the new culvert design on Mt Owen Road which was undertaken by a local engineering firm.

It is recognised that the culvert at this location was a slightly larger structure, and therefore the estimate have been adjusted to reflect this. This said, costs for services such as survey and environmental assessment remain unchanged given a majority of the cost associated with these items involves attendance to site by an appropriately qualified person.

Culvert design works are typically undertaken in two main phases. These include preliminary and catchment assessment, followed by the detailed engineering design. The first phase is essential to ensure the culvert sizing is appropriate for the catchment area, as well as help identify velocities to ensure end wall and scour treatment works are designed appropriately to account for these velocities.

A summary of the design breakdown is as follows:

Phase 1: Preliminary and Catchment Assessment

Survey

Environmental Assessment

Hydrological Modelling

\$13,000

Phase 2: Detailed Engineering Design

\$15,000

Future Years' Budgets:

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

Depending on the direction Council wish to take, the construction of a RCBC that maintains the current road height could be in the order of \$180,000 - \$200,000. This is based off previous culvert construction projects and would be very much influenced by the approved design for this specific location.

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)

J E Hindmarsh & E B Hindmarsh - 'Glenavon'

Regular Users of Gunnewin West Road, including residents that live along the road.

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
Failure to properly investigate the catchment for the construction of a waterway barrier at this location.	<p>The proposed culvert structure will trigger assessment under the Waterway Barrier Works Legislation.</p> <p>Should Council wish to progress with the installation of a new reinforced concrete box culvert structure on Gunnewin West Road, the detailed design steps/process, including hydraulic and environmental assessments, will need to be undertaken to help Council satisfy the applicable requirements of the Waterway Barrier Legislation.</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)

As the matter was raised through a Request for Council Agenda Item, the recommendation has been drafted to receive and note the contents of the report.

Should Council wish to progress with the installation of a new reinforced concrete box culvert structure on Gunnewin West Road, funding (for the design component) would need to be allocated to the project to allow design works to commence.

An estimate of this funding has been provided under the budget section of this report.

To progress with the design of a culvert at Ch 8.750 Gunnewin West Road, Council could consider the following motion:

That Council:

1. *allocate \$30,000 to prepare the design of a reinforced concrete box culvert at Ch 8.750 Gunnewin West Road, with the design to ensure that road height is at least the same height as the current concrete causeway;*
2. *assign funds for the project from one of the following options:*
 - a) *Transfer budget from Rural Roads Maintenance Injune – **GL2333** or*
 - b) *Transfer budget from Road Safety Operations – **GL2442** or*
 - c) *Transfer budget from School Bus Operations – **GL2446***

Recommendation:

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

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

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

Does this recommendation suggest a decision contrary to an existing Council policy?

If so, for what reason?

That Council receive and note the contents of the report.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.3 Roads and drainage

Supporting Documentation:

Nil

Report authorised by:

Program Funding & Budget Coordinator

Deputy Chief Executive Officer/Acting Director Infrastructure Services

OFFICER REPORT

Meeting: Ordinary 10 February 2021

Date: 18 January 2021

Item Number: 13.1

File Number: D21/4512

SUBJECT HEADING: Request to host Queensland Symphony Orchestra Livestream - The Firebird

Classification: Open Access

Officer's Title: Specialist - Arts & Culture

Executive Summary:

The Queensland Symphony Orchestra has approached Council with an opportunity to livestream their concert, "Firebird" on Saturday 20 March at 7.30PM. It is proposed that the concert be livestreamed on the big screen at the Big Rig and will be offered as a free community event. The Queensland Symphony Orchestra is offering this to Queensland Councils' free of charge.

Officer's Recommendation:

That Council

1. Accept the proposal from Queensland Symphony Orchestra to livestream 'Firebird' as a free community event.
2. Provide the big screen at the Big Rig on Saturday 20 March at 7.30PM as in-kind sponsorship.
3. Authorise the CEO to sign the agreement on behalf of Maranoa Regional Council

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
Queensland Symphony Orchestra
Community Members and Organisations

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
QSO	Queensland Symphony Orchestra

Context:

Why is the matter coming before Council?

The Queensland Symphony Orchestra has approached Council with an opportunity to livestream their concert, "Firebird" on Saturday 20 March at 7.30PM. It is proposed that the concert be livestreamed on the big screen at the Big Rig and will be offered as a free community event. The Queensland Symphony Orchestra is offering this to Councils free of charge.

A little about the concert:

This thrilling concert features Piers Lane as soloist on piano, is conducted by Elena Schwarz with other talented musicians performing Stravinsky's heart racing suite from *The Firebird*.

This livestream engagement will help QSO build a connection with the community, and through building connections will enable them to bring musicians out to our area in the future as part of our QSO Connect initiative.

The livestream process is simple and requires a strong bandwidth.

Council will coordinate tickets sales (free of charge) via Customer Service and our online account with Eventbrite. This event will adhere to all COVID19 event requirements including cleaning and contact tracing.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Last year in November, QSO successfully livestreamed *Beethoven's Emperor* to four regional venues and communities. These venues and communities were in Mt Isa, Toowoomba, Quilpie and Charters Towers. This livestream was provided free of charge as part of an opportunity to engage regional communities with live orchestral music. Queensland Symphony Orchestra in 2021 aims to bring music to all corners of Queensland.

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)

Not applicable

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)

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.11 Arts and culture

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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 - Economic Development
Debra Joppich, Project Officer – Economic & 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)

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?

There is no financial impact to Council.

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, one off event

Impact on Other Individuals or Interested Parties:

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

Maranoa Regional Council
Queensland Symphony Orchestra
Community Members and Organisations

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 proposal from Queensland Symphony Orchestra	May be seen unfavorably by the Community as a missed opportunity to attend an entertaining and social event

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 recommendation to Council would be to approve the proposal from Queensland Symphony Orchestra, it is an opportunity to promote arts and culture within the region and provide a social setting for the community to come together.

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. Accept the proposal from Queensland Symphony Orchestra to livestream 'Firebird' as a free community event.
2. Provide the Big Screen at the Big Rig on Saturday 20 March at 7.30PM as in kind sponsorship.
3. Authorise the CEO to sign the agreement on behalf of Maranoa Regional Council

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.11 Arts and culture

Supporting Documentation:

- | | | |
|---|---|----------|
| 1 | Queensland Symphony Orchestra - Livestreams Firebird 2021 | D21/4513 |
| 2 | Regional Livestreaming Agreement - Firebird 2021 - UNSIGNED | D21/4561 |

Report authorised by:

Manager - Economic & Community Development

Deputy Chief Executive Officer/Acting Director Infrastructure Services



QUEENSLAND SYMPHONY
ORCHESTRA



LIVESTREAM EVENTS 2021



WHAT YOU CAN EXPECT

Queensland Symphony Orchestra offers select concerts to regional venues and communities to stream to audiences for free. These livestreams are part of our engagement with Queensland venues and communities and our endeavour to provide music throughout Queensland.

Livestream concerts often include pre-recorded welcomes to regional venues and communities, welcome messages from musicians and video trailers during stage change.

You will be provided with:

- Marketing Kits including copy, imagery, artist bios and headshots, videos and more
- A PDF program of the concert including listening notes about the works, artist biographies, and information for those new to orchestra performances
- Marketing support to help communicate the livestream event to your local area
- Technical advice and support in testing bandwidth to correctly and best stream the concert

2021 LIVESTREAM CONCERTS

Firebird

An Instrumental Spectacular
SAT 20 MAR 7.30PM



PROGRAM

- | | |
|------------|---|
| Weber | Overture from <i>Der Freischütz</i> |
| Liszt | Piano Concerto No.1 in E flat |
| Stravinsky | Suite from <i>The Firebird</i> (1919 version) |

We are privileged to host one of the greatest pianists Queensland has ever produced, Piers Lane, to perform Franz Liszt's monumental first concerto for piano and orchestra.

Liszt was one of the geniuses of the piano in the 19th century, but he also knew how to share the stage with an orchestra, and this work is a spectacular showcase for pianist and orchestral musicians alike.

The concert finishes with a suite of music from Stravinsky's ballet *The Firebird*. This astonishing orchestral work tells the story of a prince who is aided by an enchanted bird, and is regarded as one of the great masterpieces, not just of ballet music, but of all orchestral music.

CONTACTS

Initial enquiries

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Funding, streaming and technical

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QPAC contacts to come



QUEENSLAND SYMPHONY
ORCHESTRA

REGIONAL LIVESTREAMING AGREEMENT

Venue: **[INSERT VENUE]**

Production: *Firebird*

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REGIONAL SIMULCAST AGREEMENT

between: QUEENSLAND SYMPHONY ORCHESTRA (ABN 97 094 916 444)

of: 114 Grey Street, South Brisbane, Queensland 4101

(QSO)

and: VENUE/COUNCIL (ABN _____)

of: Address

(Venue)

Production: *Firebird*

Venue: [INSERT VENUE]

The parties agree as follows:

1. NATURE OF ENGAGEMENT

- (a) The Venue will present a live screening (**Event** of *Firebird Production*), staged in the QPAC Concert Hall on Saturday 16 November 2019 and livestreamed to regional Queensland performing arts centres.

2. TERM OF ENGAGEMENT

- (a) The Period of Agreement will commence from the time of signing to Sunday 17 November 2019.
- (b) Additional time in the Venue may be required prior to the Event for setup of the livestream, and for testing.

3. RESPONSIBILITIES OF THE PARTIES

QSO and the Venue will work in partnership for this Event. As part of this partnership QSO will provide the Event to the Venue and the Venue will provide the Venue free of charge.

The Venue shall be responsible for the following:

- (a) Working closely with the QSO Performance Services team to ensure the successful delivery of the Event.
- (b) Cover labour costs associated with presenting the Event including the cost of technical staff, ticketing staff, front of house staff and any other general building staff associated with the running of the Venue.
- (c) Cover production costs associated with presenting the Event including ticketing costs, standing charges, equipment charges, electricity, air conditioning, cleaning and any other general production costs associated with the running of the Venue.
- (d) Ensure the Event is ticketed but available to the public either free of charge or at cost only.

- (e) Ensure appropriate contact tracing is in place in line with COVID-19 laws.
- (f) Marketing of the Event (with support from QSO), using best endeavours to maximise reach of marketing effort and maximising the number of attendees at the Event.
- (g) Document the Event and make available to QPAC and QSO data relevant to the evaluation of the project including photographic documentation (ensuring all appropriate consents are obtained where necessary) and attendance data
- (h) Provide to QSO an Excel spreadsheet containing the names, email addresses and postcodes of patrons attending the Event (ensuring consents are obtained where necessary) for the purpose of promoting future QPAC and QSO events.
- (i) Participating in teleconference meetings, if deemed necessary, with QPAC and other regional Venue personnel at a time convenient to all parties.
- (j) Supporting QPAC and QSO in delivering engagement and learning opportunities and materials to contextualise and enrich the theatre experience for the audience attending the Event. Such support may include making available to the general public text and image-based information such as education resources, online articles, biographical and historical backgrounds, and published publicity materials.
- (k) Supporting QPAC and QSO in the research and documentation of the Event, including but not limited to the facilitation of audience surveys and feedback.

QPAC shall be responsible for the following:

- (l) Providing technical support to the Venue prior to the livestream to ensure highest level video and audio delivery.
- (m) Managing the livestream of the Brisbane performance.
- (n) Comply with direction given by Venue management or an authorised officer of the Venue regarding the safe and proper use of the Venue, its facilities and equipment.

QSO shall be responsible for the following:

- (o) Negotiating appropriate permissions with artists/companies.
- (p) Providing marketing and publicity copy, imagery and artwork templates to support the Venue's marketing of the Event.
- (q) Provide project evaluation materials including but not limited to an audience survey.
- (r) Managing the video capture of the Brisbane performance.

4. PUBLIC ANNOUNCEMENT

- (a) The Venue may commence promotion of the Event after the following has been achieved:
 - (i) QSO have publicly announced the Production.

5. BOX OFFICE RECEIPTS

- (a) The live simulcast Event must be provided free of charge or at cost to patrons in regional Queensland.

6. BILLING

- (a) The Event shall be billed as follows:

Queensland Symphony Orchestra and [INSERT VENUE] present

Queensland Symphony Orchestra
Firebird

Livestream from QPAC Concert Hall
With the Queensland Symphony Orchestra

- (b) All material relating to the Event shall display the following logos:

- a. Queensland Symphony Orchestra
- b. [INSERT VENUE]

7. SPONSORSHIPS

- (a) QSO and the Venue must not seek or grant sponsorship for the Event without the other parties' prior written consent. This clause shall not be taken to prevent QPAC or QSO from obtaining or granting sponsorship of the Production generally.

8. RISK AND LIABILITY

- (a) The Venue performs its obligations under this Agreement at the Venue's own risk.
- (b) The Venue releases QSO from:
 - (i) any claim which the Venue may have against QSO in connection with the Venue's performance of this Agreement, except to the extent that the claim arises because of QSO's negligence; and
 - (ii) any claim for indirect or consequential loss including loss of business opportunity arising out of or in connection with any breach of this Agreement.

9. INSURANCE

The Venue must effect and maintain at all times during the Term:

- (a) a public liability insurance policy to the value of \$20,000,000 in respect of the Performance;
- (b) workers compensation insurance in respect of the Venue Staff in compliance with the Workers' Compensation and Rehabilitation Act 2003 (Qld) and any other relevant laws; and

10. WARRANTIES

QSO warrant to the Venue, at the date of this Agreement and at all times during the term of this Agreement, that:

- (a) they have and are entitled to all rights and holds all licences, permissions and consents required lawfully to:
 - (i) provide a livestream of the Production to the Venue; and
 - (ii) grant any rights granted to the Venue under this Agreement;
- (b) their performance of their obligations under this Agreement will not infringe the copyright, moral rights, performers' rights or any other protected rights of any other person or constitute a breach of any agreement or contract with any other person; and
- (c) all of the information they have provided to the Venue in relation to the subject matter of this Agreement prior to the date of this Agreement is true and not misleading.

11. INDEMNITY

The Venue indemnifies QSO, their officers, employees, agents and contractors against any loss, damage, costs or expenses (including legal costs) suffered by QSO directly or indirectly as a result or in connection with:

- (a) any breach of law by the Venue;
- (b) any breach of this Agreement by the Venue, including any breach of warranty;
- (c) any act or omission (including negligence, fraud, unlawful conduct or wilful misconduct) by the Venue or any of the Venue's other officers, employees, agents, contractors or any other persons acting under the Venue's direction, order or control;
- (d) any claim by any third party directly or indirectly arising as a result of or in connection with the circumstances described in paragraphs 0 to 0 above.

12. INTELLECTUAL PROPERTY

- (a) QSO will obtain and pay for all necessary licenses, permissions, consents, waivers, releases and discharges from the owners or exclusive licensees of any underlying copyright works, including musical works, sound recordings, other audio-visual works, trademarks and choreography, that are incorporated or otherwise used in connection with the Production and the Event.

13. CONFIDENTIALITY

The terms of this Agreement and all information exchanged between the parties under this Agreement or during the negotiations preceding the formation of this Agreement are confidential to them and may not be disclosed to any person except:

- (a) to the parties' employees, officers, agents, contractors, consultants, advisers and financiers to the extent that they need to know the information in order to give effect to the parties' rights and obligations under this Agreement and on condition that they agree to be bound by the terms of this clause;
- (b) with the consent of the party who supplied the information (which consent must not be unreasonably withheld or delayed);
- (c) if required by law;
- (d) in connection with legal proceedings relating to this Agreement;
- (e) if the information is generally and publicly available otherwise than as a result of a breach of this clause or breach of another confidentiality agreement between the party and a third party; or
- (f) QSO may reveal confidential information or make any disclosure to comply with a direction by a Queensland Government Minister or as required by a Queensland Government direction, legal or regulatory requirement or policy.

14. DISPUTE RESOLUTION

- (a) The parties must endeavour to settle any dispute arising out of or relating to this Agreement, including with regard to its existence, validity or termination, by negotiation between senior representatives for each party.
- (b) If the dispute cannot be resolved under clause 0, the parties must attempt to resolve the dispute by mediation administered by the Australian Disputes Centre (ADC) before having recourse to arbitration or litigation.
- (c) The mediation will be conducted in accordance with the ADC Guidelines for Commercial Mediation operating at the time the matter is referred to ADC.
- (d) Any mediation meetings and proceedings under this clause must be held in Brisbane.

15. FORCE MAJEURE

If a party is unable to perform its obligations under this Agreement due to an act, event or circumstance that, despite a party's reasonable efforts and without its fault or negligence, it is unable to control, including:

- (a) any act of God, fire, flood, storm, rain and adverse weather;
- (b) war or other hostilities including resisting or repelling such action;
- (c) civic disorder;
- (d) industrial action including strikes and lock-outs;
- (e) delays in transport;

- (f) failures or breakdowns in machinery or equipment;
- (g) resumptions, requisitions, restrictions or prohibitions or any other acts or orders by any government, semi-government or public authority; including restrictions related to or enforced as a result of COVID-19.
- (h) in the opinion of the Chief Executive of QPAC, there is an emergency in the Centre due to an actual or imminent occurrence that causes or threatens to cause loss of life, injury, distress to people, danger to the safety of the public or any part of the public or destruction of or damage to property;
- (i) any interruption or cessation in the supply of water, air-conditioning, electricity or any other type of power or energy to the Centre or failure of any equipment owned, operated or hired by QPAC or the Building Owner for the supply of water, air-conditioning, electricity or any other power or energy,

this Agreement will immediately terminate, neither party will be required to pay any amount to the other and neither party will have any claim against the other, in respect of the non-performance.

16. TERMINATION

- (a) A party (Terminating Party) may immediately terminate this Agreement by written notice to the other party (Defaulting Party) if:
 - (i) the Defaulting Party does not carry out any material obligation under this Agreement and in the case of a default which is capable of remedy, does not remedy that default within seven days after the Terminating Party serves written notice on the Defaulting Party requiring it to be remedied;
 - (ii) any representation or warranty made by the Defaulting Party in this Agreement is materially inaccurate or untrue;
 - (iii) A party becomes insolvent or enters into voluntary or court ordered administration;
 - (iv) the Defaulting Party ceases or threatens to cease to carry on its business or a substantial part of its business.

17. GENERAL

- (a) Notices

A notice, agreement, approval, consent or other communication made in connection with this Agreement must be in writing and may be given to the address for each party specified at the top of this Agreement or such other details for service as notified by that party to the other party from time to time.

- (b) Relationship of Parties

Nothing in this Agreement creates a partnership, joint venture, agency or employment relationship between the parties.

- (c) Amendment

This Agreement may only be amended, varied, supplemented or replaced by written agreement between the parties.

(d) No Assignment

This Agreement is personal to the Venue and is not transferable.

The Venue must not assign, dispose of or otherwise deal with its interests in this Agreement.

(e) Waiver

A single or partial exercise or waiver by a party of a right relating to this Agreement does not prevent any other exercise of that right or the exercise of any other right.

(f) Counterparts

This Agreement may consist of a number of counterparts and, if so, the counterparts taken together constitute one agreement.

(g) Severability

If a provision of this Agreement is illegal, invalid or unenforceable, then that provision is to be read down to the extent necessary to give it a valid operation.

If a provision or part of it cannot be read down, then that provision or part is deemed to be void and severable and the remainder of this Agreement continues to be valid and enforceable.

(h) Survival

The covenants, conditions and provisions of this Agreement which are capable of having effect after the expiration of this Agreement will remain in full force and effect following the expiration of the Agreement.

(i) Governing Law

This Agreement is governed by and is to be construed in accordance with the laws applicable in Queensland.

Each party irrevocably and unconditionally submits to the non-exclusive jurisdiction of the courts exercising jurisdiction in Queensland and any courts which have jurisdiction to hear appeals from any of those courts.

EXECUTED as an agreement.

EXECUTED by and on behalf of
QUEENSLAND SYMPHONY ORCHESTRA
by its duly authorised representative:

Signature

Craig Whitehead

Name (please print)

Chief Executive

Position (please print)

Date

EXECUTED by and on behalf of
[INSERT VENUE] by its duly authorised
representative:

Signature

Name (please print)

Position (please print)

Date

ATTACHMENT A
EVENT SCHEDULE

PERIOD OF ENGAGEMENT	On signing to Sunday 21 March 2021						
VENUE	[INSERT VENUE]						
VENUE CAPACITY	[INSERT VENUE] Capacity						
VENUE UTILISATION PERIOD	Saturday 20 March 2021						
DATE/S OF PERFORMANCES	Saturday 20 March 2021						
PRE-PERFORMANCE ACTIVITIES	TBA						
ONSTAGE PERFORMANCE	<p>7.30PM – 8.30PM</p> <p>Approximate performance times are as follows:</p> <table> <tr> <td>WEBER</td><td>Overture to <i>Der Freischütz</i></td></tr> <tr> <td>LISZT</td><td>Piano Concerto No.1 in E flat</td></tr> <tr> <td>STRAVINSKY</td><td>Suite from <i>The Firebird</i> (1919 version)</td></tr> </table>	WEBER	Overture to <i>Der Freischütz</i>	LISZT	Piano Concerto No.1 in E flat	STRAVINSKY	Suite from <i>The Firebird</i> (1919 version)
WEBER	Overture to <i>Der Freischütz</i>						
LISZT	Piano Concerto No.1 in E flat						
STRAVINSKY	Suite from <i>The Firebird</i> (1919 version)						
NO. OF PERFORMANCES	1						

PROJECT CONTACT DETAILS**ATTACHMENT B**

Venue: [INSERT VENUE]
Owner: [INSERT VENUE] Owner
ABN: [INSERT ABN]
Venue Address: [INSERT]
Postal Address: [INSERT]
Contact Person: [INSERT]
Administration Phone: [INSERT]
E-mail: [INSERT]

Presenter: Queensland Symphony Orchestra
ABN: 97 094 916 444
Contact Person: Matthew Hodge (Director of Sales and Marketing) // Peter Laughton (Director of Performance Services)
Postal Address: GPO Box 9994, BRISBANE QLD 4001
Phone: +61 7 3833 5050
E-mail: matthew.hodge@qso.com.au // peter.laughton@qso.com.au

OFFICER REPORT

Meeting: Ordinary 10 February 2021

Date: 18 January 2021

Item Number: 13.2

File Number: D21/4594

SUBJECT HEADING: Margaret Fulton the Musical - Performance in Roma, Saturday 24 April 2021

Classification: Open Access

Officer's Title: Specialist - Arts & Culture

Executive Summary:

Jally Entertainment has approached Council with an opportunity to host 'Margaret Fulton The Musical' which will be touring from March this year till August, with over 80 performances currently confirmed, Australia- wide.

Jally are offering the performance to Roma as they are travelling through our region on Saturday 24 April 2021

This is a delightful musical tribute to an amazing Australian, following her story from humble beginnings to super-stardom!

Officer's Recommendation:

That Council

1. Accept the proposal from Jally Entertainment to perform 'Margaret Fulton The Musical'.
2. Provide the Roma Auditorium on Saturday 24 April 2021 as in-kind sponsorship.
3. Agree to the proposed ticket pricing of \$45 Adults, \$42 Concession, Groups of 10 plus \$40
4. Authorise the CEO to sign the agreement on behalf of Maranoa Regional Council

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

Jally Entertainment

Community Members and Organisations

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
Not applicable	

Context:

Why is the matter coming before Council?

Jally Entertainment has approached Council with an opportunity to host 'Margaret Fulton The Musical' which will be touring from March this year till August, with over 80 performances currently confirmed, Australia- wide.

Jally are offering the performance to Roma as they are travelling through our region on Saturday 24 April 2021. This is a delightful musical tribute to an amazing Australian, following her story from humble beginnings to super-stardom!

Below is the formula Jally Entertainment had with Council in 2017 with 'Menopause - The Musical'. It worked well.

In lieu of paying a performance fee (approx. \$10,000) Jally Entertainment have suggested that a ticket price of \$45 Adults \$42 Concession, groups of 10 plus \$40. Royalties must be paid first which are set at 15% of the door sales, paid to Jally Entertainment, we then forward that amount onto the agent for the Writer/Composer/Fulton Estate.

The balance of door sales would be split 70% to Jally Entertainment with the remainder of 30% retained by the Maranoa Regional Council.

Jally Entertainment would supply the following –

- All sets, costumes, and all production equipment, in excess held by the venue would be provided by Jally Entertainment.
- All travel and touring costs.
- Accommodation
- Provision of all marketing materials for the Maranoa Regional Council's use
- Jally Entertainment's touring party of 10 persons - 6 x cast, 1 x Tour Manager, 1 x Stage Manager, 1 x Lighting Technician and 1 x Sound Technician

Maranoa Regional Council would provide the following –

- Performance venue, inclusive of sound and lighting (we would require venue access from 12 midday on the day for a suggested start time of 7.30pm – running time is 80 minutes, so we would be out by approx. 11pm)
- Front of house staff.
- Advertising, promotion, and ticketing. (if an agency for ticketing is used the ticketing fee, per ticket, would be deducted from gross box takings)
- Accommodation (support only) by way of a discount with your local accommodation partner if possible.

It would be a suggestion to involve local community groups that could operate a bar / café with tea and coffee / raffles / enabling fundraising opportunities.

This production also lends itself to a great community engagement, with opportunities for the CWA and other groups for cake cook -offs, Pavlova competitions etc...

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Jally Entertainment toured in 2017/2018 throughout Australia with Menopause the Musical – Women on Fire, they performed in Roma on Saturday 28 October 2017. This performance was a huge success.

The original 'Menopause the Musical' was the biggest selling musical to tour Australia with over 900,000 people attending and 'Menopause the Musical - Women on Fire' was the much-anticipated sequel.

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)

Not applicable

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)

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.11 Arts and culture

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 - Economic 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)

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?

There is no financial impact to Council.

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, one off event

Impact on Other Individuals or Interested Parties:

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

(Interested Parties Analysis - IS9001:2015)

Maranoa Regional Council
Jally Entertainment
Community Members and Organisations

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 proposal from Jally Entertainment	May be seen unfavorably by the Community as a missed opportunity to attend an entertaining and social event

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 recommendation to Council would be to approve the proposal from Jally Entertainment, it is an opportunity to promote arts and culture within the region and provide a social setting for the community to come together.

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. Accept the proposal from Jally Entertainment to perform 'Margaret Fulton The Musical'.
2. Provide the Roma Auditorium on Saturday 24 April 2021 as in-kind sponsorship.
3. Agree to the proposed ticket pricing of \$45 Adults, \$42 Concession, Groups of 10 plus \$40
4. Authorise the CEO to sign the agreement on behalf of Maranoa Regional Council

Link to Corporate Plan:

Corporate Plan 2018-2023
Strategic Priority 4: Growing our region
4.11 Arts and culture

Supporting Documentation:

1 [↓](#) Margaret Fulton The Musical - Marketing 2021 D21/4611

Report authorised by:

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



Company: Jally Entertainment

Contact name: Alli Pope

Email: info@jallyentertainment.com.au

Phone: 0422 492 735

Website: www.jallyentertainment.com.au

Show Title
Margaret Fulton -The Musical
Optional tag line
I Sang for My Supper Adapted from the book “I Sang for My Supper” by Margaret Fulton
An all Australian musical
<p>Australian Icon <input checked="" type="checkbox"/></p> <p>Australian script <input checked="" type="checkbox"/></p> <p>Australian music <input checked="" type="checkbox"/></p>
Promo video
<p>https://youtu.be/TFBP-toujJk https://www.dropbox.com/s/c9llbgspm5l1qye/10oct20%20video%20%282%29.MOV?dl=0</p> <p>https://youtu.be/gybZWvNDblY https://www.dropbox.com/s/hdn6bo6pufx6h9x/10oct20%20video%20%2811%29.MOV?dl=0</p> <p>https://youtu.be/1vEEmsSTZXc https://www.dropbox.com/s/v69z9xlbu0j0c14/Margaret%20Fulton%20The%20Musical%20SAPA.mov?dl=0</p>
Creatives
<p>Produced by – Jally Entertainment</p> <p>Book and Lyrics – Doug MacLeod https://www.dropbox.com/s/isn3tuxua2mey70/Doug%20MacLeod.doc?dl=0</p> <p>Music – Yuri Worontschak https://www.dropbox.com/s/sylod9tsrcnvbbu/Yuri.docx?dl=0</p> <p>Director– Aarne Neeme</p>

<https://www.dropbox.com/s/7sqpyr4220yjl8d/Aarne%20Neeme.doc?dl=0>

Musical Director – **Meg Kiddle**

<https://www.dropbox.com/s/pzyny5l6fcr1yw3/Meg%20Kiddle.docx?dl=0>

Choreographer – **Dan Venz**

<https://www.dropbox.com/s/pm66rtabtdfs0g/DAN%20VENZ.pdf?dl=0>

Cast (all confirmed)

List - <https://www.dropbox.com/s/al56zwag3ix497l/Cast%20list.jpg?dl=0>

Bios - <https://www.dropbox.com/scl/fi/fphyvtw6iijhmk78bwaz7/Cast-Bio-s.docx?dl=0&rlkey=akrvia4iugj06baak3t6y1myu>

Judy Hainsworth – <https://www.dropbox.com/s/q04td9nyhrzsym1/Judy%20Hainsworth.jpg?dl=0>

Jessica Kate Ryan - <https://www.dropbox.com/s/4hmxc79drx6fgyh/Jessica%20Kate%20Ryan.jpg?dl=0>

Paige McKay - <https://www.dropbox.com/s/yjgu5x1caqqt1cn/Paige%20McKay.jpg?dl=0>

Zoë Harlen - <https://www.dropbox.com/s/kyimlu5fsuiq970/Zoe%20Harlen.jpg?dl=0>

Conor Ensor - <https://www.dropbox.com/s/sdgr3166nu8o8j4/Conor%20Ensor.jpg?dl=0>

Clancy Enchelmaier - <https://www.dropbox.com/s/cheufquhiag8k87/Clancy%20Enchelmaier.jpeg?dl=0>

Who was Margaret Fulton?

Before Margaret Fulton burst into the nation's kitchens in 1969 with her burnt orange crockpots and chunky stoneware serving dishes, encouraging housewives to try their hand at Nasi Goreng and Apricot Chicken, Australian food was bland, boring and British, or overly fussy, fancy and French!

The Margaret Fulton Cookbook, with hundreds of recipes, step-by step instructions, hints, tips and full-colour pictures, was a huge success, and taught a generation of women how to make delicious, economical dishes for family and friends. The era of the dinner party was born! Armed with a fondue set, a pressure cooker and their new confidence, women transformed themselves from family cooks to elegant hostesses, serving Chicken Liver Pâté, Sweet and Sour Pork and Chocolate Self-Saucing Pudding.

Margaret's book sold over 1.5 million copies.

In 1983 Margaret was awarded an Order of Australia in recognition of her services to cookery, and in 2006 she was named by the National Trust as an Australian Living National Treasure. In 2009 Margaret was named as one of the 25 Australians who have most changed the nation.

Sadly, Margaret Fulton passed away on July 24th, 2019, she was 94 years old!

Show synopsis

A musical biography of a true Aussie legend based on her bestselling autobiography.

Margaret Fulton reigned supreme on our country's cooking scene, awarded an OAM in 1983 and later identified as a National Living Treasure. The Margaret Fulton Cookbook encouraged Australian housewives to experiment with more interesting ingredients, straying from the old tradition of meat and three veg. This delightful musical romp follows her journey from humble beginnings to super-stardom.

IMAGES (Judy Hainsworth as Margaret Fulton)

Photo credit - Andrew Seymour

Hero - <https://www.dropbox.com/s/hf7v0u63lre7lgj/Hero.JPG?dl=0>

Image 1 – <https://www.dropbox.com/s/91acdjqc3e767bl/MF1.JPG?dl=0>

Image 2 – <https://www.dropbox.com/s/gwf80bpe1sdehi3/MF2.JPG?dl=0>

Image 3 – <https://www.dropbox.com/s/m9mi7io8zq7al4v/MF3.JPG?dl=0>

Image 4 – <https://www.dropbox.com/s/0ks9uitdbxcneqk/MF4.JPG?dl=0>

Image 5 – <https://www.dropbox.com/s/4qvwnn3q2ed22j7/MF5.JPG?dl=0>

Image 6 – <https://www.dropbox.com/s/gsjupn683o5d6bx/MF6.JPG?dl=0>

Image 7 – <https://www.dropbox.com/s/kcw508zor2eqd1/MF7.jpg?dl=0>

Image 8 – <https://www.dropbox.com/s/5h216vqin6o0nmi/MF8.jpg?dl=0>

Cast / Crew

6 cast

4 crew 1 x sound – 1 x lighting – 1 x stage manager – 1 stagehand

Poster concept

A4 - JPEG

<https://www.dropbox.com/s/v4t5zzp66vl3778/8178%20MFTM%20Poster%20A4.jpg?dl=0>

A4 - PDF

<https://www.dropbox.com/s/irkI7jslbbzifo2/8178%20MFTM%20Poster%20A4.pdf?dl=0>

A3 - JPEG

<https://www.dropbox.com/s/je8x8oaffmqcw2/8178%20MFTM%20Poster%20A3.jpg?dl=0>

A3 - PDF

<https://www.dropbox.com/s/54tc7wrpeof9imz/8178%20MFTM%20Poster%20A3.pdf?dl=0>

Raw image – (no print)

<https://www.dropbox.com/s/hf7v0u63lre7lgj/Hero.JPG?dl=0>

Font

<https://www.dropbox.com/s/1j0ssckf7rczctd/RevlaSans-Black.otf?dl=0>

<https://www.dropbox.com/s/xmtjtcb8x2ogyqv/RevlaSans-Bold.otf?dl=0>

<https://www.dropbox.com/s/ioomm9x7eny2hac/RevlaSans-Light.otf?dl=0>

<https://www.dropbox.com/s/71fh9mpckof73kd/RevlaSans-Regular.otf?dl=0>

Queensland Government Acknowledgement

Arts Queensland funding demonstrates a commitment by the Queensland Government on behalf of the public and reflects a partnership between the state government and Jally Entertainment.

The project must acknowledge Arts Queensland's funding in all publicity relating to funded activities and operations.

"This project is supported by the Queensland Government through Arts Queensland."

<https://www.dropbox.com/s/5zda19pl827yiwk/Qld-CoA-Stylised-2LS-mono.jpg?dl=0>

<https://www.dropbox.com/s/izxhnumnu80yztg/Qld-CoA-Stylised-2LS-MAROON.jpg?dl=0>

Logos

Jally Entertainment – EPS

<https://www.dropbox.com/s/ezbmy276kle4zaa/7706%20Jally%20Logo.eps?dl=0>

Jally Entertainment – JPG

<https://www.dropbox.com/s/hznqt1f5nph2c4a/7706%20Jally%20Logo.jpg?dl=0>

Show Length

80 minutes – no interval

Review

"This production was one of the most life-affirming and delightful shows I saw all year; for charm and freshness it beat major touring productions such as Annie hands down. The only times I wasn't smiling in this fresh new Australian musical about the life of national treasure Margaret Fulton was when I was wiping away tears, during its deft transitions from comedy to pathos. If it has a return season, kill to get a ticket"

Richard Watts, 3RRR & ArtsHub

"This musical brims with love and energy and is almost like chicken soup for the soul.....a fun night out and a love letter to Australian ingenuity.....every bit as tasty and kitsch as Fulton and her delectable, sweet treats."

AU Review.

"Margaret Fulton "livened up the nation and taught them how to cook with a little inspiration and the Margaret Fulton book". Words of the enjoyable lively musical, Margaret Fulton Queen of the Dessert, ring true to generations of Australian and English housewives."

Sydney Arts Guide Review.

"chicken soup for the soul" "a fun night out and a love letter to Australian ingenuity."

AU Review

"It is not just a fun show, but a sociological reflection of gender issues and roles in Australia."

Sydney Arts Guide

"This musical is a winner like the woman it immortalises."

Stage Whispers

"A very entertaining heart-warming night of theatre."

Alt Media

"genuinely funny, heart-warming theatre."

The Age

"MacLeod's lyrics are witty and Worontschak's musical styles range from blues to pop and jazz to latin beats."

The Herald Sun

"A joyous celebration of the life of a great Australian, and the country that grew up with her, Margaret Fulton is eighty minutes of delectable enjoyment, as lightly whipped and deliciously sweet as any of the pavlovas on display."

Simon Parris

"Light sweet and tasty as befits a cooking Queen."

"There's a song about a pressure cooker here that has the potential to be a chart-topping hit. Seriously."

The Australian

"An entertaining, often amusing experience, featuring charming insights into our heroine's story. Music by Yuri Worontschak is beautifully melodious, for a slew of catchy tunes that keep our feet tapping along."

Susy Go See

Technical

Technical information

<https://www.dropbox.com/s/6ejy3rb5elzzn2s/Margaret%20Fulton%20The%20Musical%20-%20technical%20information%20-%20Theatres.docx?dl=0>

Lighting plan

<https://www.dropbox.com/s/hyut29azm5ztm1h/Lighting%20plan.pdf?dl=0>

Risk Assessment

<https://www.dropbox.com/s/96njskwrlhtcq0i/RISK%20ASSESSMENT.docx?dl=0>

Music samples

<https://www.dropbox.com/s/8j39sre1dsy1d8z/Bi-Bicentenary.mp3?dl=0>

<https://www.dropbox.com/s/zyakjr8ot1d6eea/Jam%20%28fri%29.mp3?dl=0>

<https://www.dropbox.com/s/uugufcrjouqqg64/Margaret%20Fulton%20Blues.mp3?dl=0>

<https://www.dropbox.com/s/hjjpprmd9a6gdr/Pressure%20Cooker%20%28fri%29.mp3?dl=0>

<https://www.dropbox.com/s/w0cyy2juqg3ryji/Supper.mp3?dl=0>

Margaret Fulton images

<https://www.dropbox.com/s/k2e731txia8qkf0/1.jpg?dl=0>

<https://www.dropbox.com/s/ymustwmo2yjs9bv/2.jpg?dl=0>

<https://www.dropbox.com/s/ezgpw313lave8z1/0002.pdf?dl=0>

<https://www.dropbox.com/s/hnlatp1sblbnq1k/4.jpg?dl=0>

<https://www.dropbox.com/s/xw21glwnv89ith8/3.jpg?dl=0>

<https://www.dropbox.com/s/4k222k1ga8t4bqo/5.jpg?dl=0>

<https://www.dropbox.com/s/popdk0sw7xxelek/6.jpg?dl=0>

<https://www.dropbox.com/s/bel621tdsi534yq/7.jpg?dl=0>

<https://www.dropbox.com/s/kownwfrx6n38dyd/11.jpg?dl=0>

<https://www.dropbox.com/s/dweypgijw3anb9cv/12.jpg?dl=0>

OFFICER REPORT

Meeting: Ordinary 10 February 2021

Date: 20 January 2021

Item Number: 13.3

File Number: D21/5162

SUBJECT HEADING: Charlotte's Web - Performance in Roma, Saturday 24, July 2021

Classification: Open Access

Officer's Title: Specialist - Arts & Culture

Executive Summary:

arTour has approached Council with an opportunity to host 'Charlotte's Web' which will be touring in June / July, subject to their success with a grant application that was submitted in late 2020. One performance (including a workshop) would cost \$2,500 ex GST.

Charlotte's Web is an enchanting children's favourite based on the beloved book by E.B. White. Our hero, a little pig named Wilbur, braves his new world forming friendships and warming hearts through his adventures, learns about life and death, miracles, loyalty and trust.

Officer's Recommendation:

That Council

1. Accept the proposal from arTour to perform 'Charlotte's Web'.
2. Provide the Roma Auditorium on Saturday 24 July 2021 as in-kind sponsorship.
3. Allocate \$2,500 plus GST from the Arts and Cultural Budget GL2885.2001.2001
4. Authorise the CEO to sign the agreement on behalf of Maranoa Regional Council

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

arTour

Community Members and Organisations

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
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Not applicable	
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Context:

Why is the matter coming before Council?

arTour has approached Council with an opportunity to host 'Charlotte's Web' which will be touring in June / July, subject to their success with a grant application that was submitted in late 2020. One performance (including a workshop) would cost \$2,500 ex GST.

Charlotte's Web is an enchanting children's favourite based on the beloved book by E.B. White. Our hero, a little pig named Wilbur, braves his new world forming friendships and warming hearts through his adventures, learns about life and death, miracles, loyalty and trust. The tour will be travelling through Roma and a performance is possible on Saturday 24 July 2021.

It is being designed to suit a range of small community and school venues as well as managed theatres in regional areas.

The set is a simple to construct panel arrangement for the barnyard. Lighting will be based on standard wash with a range of specials for easy bump in and potentially, staging in front of an evening production.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

arTour submitted a grant application in late 2020 and are awaiting to see if they were successful. Notification is anticipated by the end of January 2021 to whether they were successful. If successful in their grant application Charlotte's Web will be going on tour, giving Maranoa Regional Council an opportunity to bring one performance (including a workshop) to the region at a cost \$2,500 ex GST.

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)

Not applicable

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)

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.11 Support development of our local communities through planning, programs and events

4.11.3 Deliver community based programs, planning, projects and initiatives in partnership with our local groups including town development, indigenous, tourism, arts, cultural and heritage, sporting and recreation.

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 - Economic 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)

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?

If adopted there will be a financial impact on the Arts and Cultural Budget GL2885.2001.2001 of \$2,500 plus GST.

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, one off event

Impact on Other Individuals or Interested Parties:

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

Maranoa Regional Council
arTour
Community Members and Organisations

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 proposal from arTour	May be seen unfavorably by the Community as a missed opportunity to attend an entertaining and social event

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 recommendation to Council would be to approve the proposal from arTour, it is an opportunity to promote arts and culture within the region and provide a social setting for the younger community to come together.

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. Accept the proposal from arTour to perform 'Charlotte's Web'.
2. Provide the Roma Auditorium on Saturday 24 July 2021 as in-kind sponsorship.
3. Allocate \$2,500 plus GST from the Arts and Cultural Budget GL2885.2001.2001
4. Authorise the CEO to sign the agreement on behalf of Maranoa Regional Council

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.11 Arts and culture

Supporting Documentation:

Nil.

Report authorised by:

Manager - Economic & Community Development

Deputy Chief Executive Officer/Acting Director Infrastructure Services

OFFICER REPORT

Meeting: Ordinary 10 February 2021

Date: 22 January 2021

Item Number: 13.4

File Number: D21/5712

SUBJECT HEADING: Requests from Outback Air Race

Classification: Open Access

Officer's Title: Regional Events Attraction / Local Development

Executive Summary:

Two requests have been received from the Outback Air Race convenors to:

1. Use the Roma Saleyards facility to host a dinner on Wednesday, 9 September 2021.
2. Waive the airport charges at Roma Airport for approximately 42 aircraft landing on Wednesday, 9 September 2021 and departing Thursday, 10 September 2021 for the Outback Air Race

Officer's Recommendation:

That Council:

1. Approve use of the Roma Saleyards facility, for the Outback Air Race convenors to host a dinner on Wednesday, 9 September in compliance with the following conditions:
 - A Formal Hire Agreement for the Roma Saleyards is completed and received.
 - All conditions in the Hire Agreement are adhered to by the Outback Air Race convenors and attendees.
 - An Indemnity Form is completed by all attendees entering the Roma Saleyards grounds.
2. Approve the waiving of airport charges up to the value of \$1,000 ex. GST for the aircraft involved in the air pilgrimage; and
3. Request Maranoa Regional Council be recognised as a supporter of the Outback Air Race.
4. Authorise the Manager - Airports to use airport resources to support the event i.e. security, operations staff, linemarking paint, etc. as required.
5. Authorise the Manager - Airports to negotiate with the Department of Home Affairs to create a special event zone for the public to enter the airfield and view the aircraft if the convenors wish to pursue this.
6. Authorise expenditure from the airport operations budget to undertake grounds work to support parking and pedestrian safety if required.

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 Outback Air Race; Royal Flying Doctor Service of Australia; Café 54; Roma Event Hire

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
OAR	Outback Air Race
RFDS	Royal Flying Doctor Service

Context:

Why is the matter coming before Council?

The Outback Air Race (OAR) is an aviation time trial through the remote Australian Outback. Raising funds for the Royal Flying Doctor Service of Australia, competitors and spectators have raised over \$3.1 million since 1996. Every team fundraises for the RFDS in the twelve months leading up to the race. Participants also fundraise throughout their journey at planned stopovers. Funds from each race go towards outfitting RFDS aircraft with essential medical equipment, vital for treating sick and injured patients across Australia.

Essentially, a navigationally challenging and self-funded holiday for the Pilots and teams, participants get to fly to and meet people in parts of Australia that many do not get to see.

The OAR is held every three years and is run entirely by volunteers. It has become so popular amongst the light aircraft flying community that this year's event was fully subscribed with 42 teams within a matter of a couple of days of the Race Launch date. A capped number of seven teams are in waiting as reserves. The fundraising target for this year's event is \$600,000.

The 2021 OAR commences in Darwin, Northern Territory on Monday, 30 August 2021 and finishes in Coffs Harbour, NSW, on Sunday, 12 September 2021. A stopover in Roma on Wednesday, 8 September 2021 is included in the 2021 race route.

In previous years, the stopover for this 'leg' of the race has been in Moree, however, due to local connections, event convenors have displaced Moree with Roma.

During each stopover, race participants – approximately 100 people, stay in local accommodation and visit local attractions and places of interest. Event convenors anticipate visiting The Big Rig and would also like to host a dinner at the Roma Saleyards on Wednesday, 8 September 2021. The dinner will be set up outside on the grassed area in between the Interpretive Centre and the Bull Ring. Roma Event

Hire will provide tables and chairs and set up the for the dinner, with Café 54 catering. It is also anticipated that a local community group will facilitate a bar for drinks and light entertainment will be incorporated into the evening. If wet weather were to occur, the dinner would be moved inside the café and under covered area.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

In 2018 the Royal Flying Doctor Service was granted a landing fee waiver for the 90th Anniversary Air Pilgrimage. The previous resolution is as follows:

Resolution No. GM/04.2018/01

That Council:

1. Approve the waiving of airport charges (normally payable to *Landing Fees Roma*, GL – 01511.1032) up to the value of \$1,000 ex. GST for the aircraft involved in the air pilgrimage.
2. Request that Maranoa Regional Council be recognised as a supporter of the air pilgrimage and the 90th anniversary celebrations of the Royal Flying Doctor Service.

CARRIED

9/0

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)

Yes. Paul Klar – Roma Saleyard Manager, has been consulted with regards to the event and has no objections, if all conditions are complied with and the operating functions of the saleyards is not interfered with.

Funding Bodies:

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

Nil

This Financial Year's Budget:

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

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

Landing fees for aircraft less than 1,500 kg have been waived this financial year with next years' airport fees and charges typically brought to Council in April, therefore no decision on what the FY21/22 fees has yet been made.

The proposed waiver of up to \$1,000 is designed to cover the following fee breakdown and any additional aircraft that may join the OAR in the interim.

Fees are calculated as per below and are based on the high cost scenario that each aircraft is at the top of the weight range, the actual cost is anticipated to be marginally less than this:

Fee	Rate (ex. GST)	Aircraft weight estimate	Quantity	Total (ex. GST)
Landing fees < 1,500kg MTOW	\$6.00 per tonne pro rata	1.5 tonnes	40	\$360.00
Landing fees > 1,500kg and < 5,700kg MTOW	\$10 per tonne pro rata	5.7 tonnes	2	\$114.00
Overnight parking fee	\$8.00	NA	42	\$336.00
Total				\$810.00

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)

Nil

Impact on Other Individuals or Interested Parties:

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

Nil

Risks:

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

Risk	Description of likelihood & consequences
Interference with	Currently, there are no cattle sales taking place on a

operational functions of the Saleyards	Thursday, however, this will be reviewed prior to September 2021. If sales were to re-commence on Thursday's, prior to September 2021, stock agents will be on-site at the Saleyards on Wednesday night in preparation for the Sale on Thursday morning. Event organisers will need to be made aware and all attendees will need to strictly stay within their allocated area as to not interfere with the stock agents and Saleyard operational functions. If this is adhered to, no interference with the operational functions of the Saleyards will be incurred.
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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)

With the OAR convenors including Roma in their 2021 race route, the potential tourism exposure for the area will be considerable.

With a RFDS base in Roma, Roma will directly and indirectly benefit from the OAR's stopover and its fundraising efforts.

It is advised that Council support the Outback Air Race and work with event convenors to gain as much tourism exposure and benefit for the region as possible.

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?

It is recommended that Council:

1. Approve use of the Roma Saleyards facility, for the Outback Air Race convenors to host a dinner on Wednesday, 9 September in compliance with the following conditions:
 - A Formal Hire Agreement for the Roma Saleyards is completed and received.
 - All conditions in the Hire Agreement are adhered to by the Outback Air Race convenors and attendees.
 - An Indemnity Form is completed by all attendees entering the Roma Saleyards grounds.
2. Approve the waiving of airport charges up to the value of \$1,000 ex. GST for the aircraft involved in the air pilgrimage; and
3. Request Maranoa Regional Council be recognised as a supporter of the Outback Air Race.

4. Authorise the Manager - Airports to use airport resources to support the event i.e. security, operations staff, linemarking paint, etc. as required.
5. Authorise the Manager - Airports to negotiate with the Department of Home Affairs to create a special event zone for the public to enter the airfield and view the aircraft if the convenors wish to pursue this.
6. Authorise expenditure from the airport operations budget to undertake grounds work to support parking and pedestrian safety if required.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.12 Local development and events

Supporting Documentation:

1 [↓](#) Request for use of Roma Saleyard Facility - Outback Air Race 2021 D21/6544

2 [↓](#) Request for Fee Waiver - Outback Air Race 2021 D21/6545

Report authorised by:

Manager - Economic & Community Development

Deputy Chief Executive Officer/Acting Director Infrastructure Services

Natalie Walsh

From: Geoff Leaver <leaver@swimplex.com.au>
Sent: Thursday, 21 January 2021 10:28 AM
To: Natalie Walsh
Subject: HPRM: Royal Flying Doctor Air Race 2021 ROMA

Record Number: D21/6507

To Maranoa Regional Council,

The Outback Air Race is an aviation time trial through the remote Australian Outback. The Outback Air Race has raised funds for the Royal Flying Doctor Service of Australia. Since 1996 with competitors and spectators raising over \$3.1 million. Funds from each race go towards outfitting RFDS aircraft with essential medical equipment, vital for treating sick and injured patients across Australia.

The event happens every three years. The 2021 Race commences in Darwin, NT on Monday, 30th August 2021 and finishes in Coffs Harbour, NSW, on Sunday, 12th September 2021 and includes a stop-over in Roma on Wednesday, 8th September 2021. It is anticipated some 42 light aircraft with around 100 participants will be involved.

During each stopover, race participants stay in local accommodation and visit local attractions and places of interest. We anticipate visiting The Big Rig and would also like to hold a dinner at the Roma Saleyards.

If you would please consider allowing us to hold an event at the Roma Saleyards, as we believe this will provide a most memorable experience for all participants.

More information can be found on the Race website <http://outbackairrace.com.au/>

*Kind Regards,
Geoffrey L Leaver
Geoff Leaver
Air Race Coordinator for ROMA leg.
Mobile 0419 465414*

Natalie Walsh

From: Geoff Leaver <leaver@swimplex.com.au>
Sent: Thursday, 21 January 2021 1:09 PM
To: Benjamin Stewart
Cc: Natalie Walsh; Charlie Eames
Subject: HPRM: OUTBACK AIR RACE ROMA 2011

Record Number: D21/6500

To Maranoa Regional Council

Dear Councillors,

The Outback Air Race (OAR) is an event organised to raise funds for the Royal Flying Doctor Service for the purchase of much needed equipment. Having a RFYDS base in Roma you would all be aware of the excellent work done by them in serving remote communities and homesteads.

The event takes place every three years and is run entirely by volunteers. The event is more like a time trial than a race testing both navigational and piloting skills over a number of "legs". It has become so popular amongst the light aircraft flying community that this year's event was fully subscribed with 42 teams within a matter of a couple of days of the Race Launch date. A capped number of seven teams are in waiting as reserves. The fundraising target for this year's event is \$600,000.

This year's OAR starts in Darwin and ends in Coffs Harbour. I offered my services to the organising committee to coordinate one of the "legs".

I nominated ROMA because of my long association with a mate, Charlie Eames, and managed to displace Moree in the process. The Roma "leg" will now be on Wednesday 8th September with staggered arrivals from Gladstone through the morning and departures to Goondawindi the following day.

The potential for tourism publicity exposure for the area will be considerable and should not be ignored.

Several members of the Coffs Harbour Aero Club, including myself, flew to Roma late last year and met with Charlie, and Natalie Walsh, Justine Miller, and Ben Stewart from Council. They have all been fantastic in their work and support for this event so far.

Teams are responsible for their own individual fundraising efforts and must cover their own personal expenses including fuel, accommodation, meals, tours, transport etc.

We have found in the past that most airport owners/operators have willingly waived landing and parking fees as a contribution to the overall effort. We therefore seek such a waiver from Council. There will be 42 light aircraft mostly falling under the 1,500kg MTOW category. There may be one or two twin engine aircraft over that weight. We can supply aircraft details and call sign designations two weeks prior to the event.

The Race Committee has set a "go/no go" date of 1st May when the risk impact of Covid-19 (and whatever else) can be properly assessed.

We shall continue to liaise with your Airport Manager Ben Stewart regarding landing and reporting procedures, ground movements, marshalling, refuelling, parking and security.

Thanking Council in anticipation,

Geoff Leaver
Outback Air Race Roma "leg" Coordinator

OFFICER REPORT

Meeting: Ordinary 10 February 2021

Date: 21 January 2021

Item Number: 13.5

File Number: D21/5765

SUBJECT HEADING: Letter of Support Request

Classification: Open Access

Officer's Title: Council Buildings & Structures Maintenance
Officer / Team Coordination

Executive Summary:

Roma Patchwork and Crafters Incorporated have requested a letter of support from Council to accompany their grant funding application.

Officer's Recommendation:

That Council:

1. Grant permission for the proposed upgrades to Studio 6 at the Roma Community Arts Centre.
2. Endorse the letter of support from the Mayor on behalf of Council to the requesting organisation for their grant application to refurbish Council's facility.

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).

Roma Patchwork Inc.

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?

Roma Patchwork and Crafters Incorporated have requested a letter of support from Council to accompany their grant funding application to upgrade the carpet and underlay at Roma Community Arts Centre, Studio 6.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The Roma Community Arts Centre is located 38 – 44 Hawethorn Street, Roma on Council owned freehold land described as Lot 4 on SP212836.

Roma Patchwork and Crafters currently hold a Commercial Tenancy Agreement with Maranoa Regional Council

Roma Patchwork and Crafters Incorporated have recently identified a funding opportunity that would enable them to replace carpet and place underlay at their commercial tenanted space at Roma Community.

One of the requirements of this application is for Council to endorse the improvements as the building's owner.

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)

Roma Patchwork and Crafters Inc. is applying for funding under Round 6 of the Federal Government's Stronger Communities Programme.

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	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:

1. Grant permission for the proposed upgrades to Studio 6 at the Roma Community Arts Centre.
2. Endorse the letter of support from the Mayor on behalf of Council to the requesting organisation for their grant application to refurbish Council's facility.

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 proposed upgrades to Studio 6 at the Roma Community Arts Centre.
2. Endorse the letter of support from the Mayor on behalf of Council to the requesting organisation for their grant application to refurbish Council's facility.

Link to Corporate Plan:

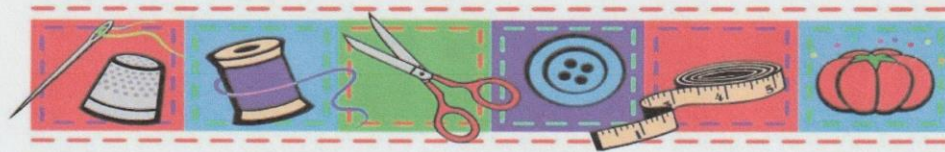
Corporate Plan 2018-2023
Strategic Priority 4: Growing our region
4.10 Facilities

Supporting Documentation:

1 [↓](#) Letter from Roma Patchwork & Crafter's - Requesting D21/7476
permission to upgrade flooring at Roma Community Arts
Centre.

Report authorised by:

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



Roma Patchwork and Crafters Inc

20th January, 2021

Julie Reitano
Chief Executive Officer
Maranoa Regional Council
PO Box 620
ROMA QLD 4455

Dear Julie,

REQUEST FOR LETTER OF SUPPORT TO REPLACE CARPET STUDIO 6

Roma Patchwork and Crafters Inc. are looking to obtain funding for the Roma Community Arts Centre Studio 6 existing carpets to be replaced with new carpet and if funding permits install underlay. We would require a letter of support from the Maranoa Regional Council to replace the existing carpet.

Please let me know if there is anything further that you require to enable this process to proceed.

Thanking you

Gayle Steinhart
Minutes Secretary

Roma Patchwork and Crafters Inc.
PO Box 69
Roma QLD 4455
E: romapatchwork.craft@gmail.com

INFORMATION REPORT

Meeting: Ordinary 10 February 2021

Date: 29 January 2021

Item Number: 13.6

File Number: D21/7314

SUBJECT HEADING: Post event report - Australia Day 2021

Classification: Open Access

Officer's Title: Local Development Officer - Surat

Executive Summary:

A post event report on the Australia Day Awards & Celebrations held on 26 January 2021.

In summary, with the exception of Roma attendance numbers for the Awards Ceremonies were lower than previous years in all towns in the region. Injune had celebrations at four different locations and overall, the numbers would be similar to previous years if numbers at all locations were taken into consideration. Roma's attendance numbers for the combined Awards and Citizenship ceremonies were significantly greater (up by 77) than previous years with similar numbers at the pool in the afternoon (350).

All venues reported that the events went smoothly and the community satisfied.

Officer's Recommendation:

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

Background:

Australia Day is one of the main Council events held each year. This report will provide Councillors with an overview of the 2021 Australia Day celebrations across the region.

Body of Report:

The annual Australia Day Awards and celebrations were held on Tuesday, 26 January 2021 in Roma, Mitchell, Surat, Injune, and Wallumbilla.

Council staff worked with local businesses and community organisations to deliver each event.

All events met Covid-19 restrictions.

Council's 2021 Australia Day program was well supported and received by community members throughout the region. In addition, positive informal feedback from community members was received.

Australia Day Event Programs:

Injune & District

Attendance: Graveside – 18 people, Memorial dedication – 36 people, Memorial hall - 52 people and Park BBQ approx. 25 people, Injune Pool – 7 people.

Venue: Graveside- Gunnewin West Road, Soldiers Settlement, Injune Memorial Hall, Gwydir Laycock Park & Injune Community Centre, Injune Swimming Pool

Celebrations and activities:

7.45am | Gunnewin West Road - Grave Site Dedication Service, RSL Roma

8.30am | Soldiers Settlement Memorial Dedication Service, Gunnewin Community

9.30 am | Injune Memorial Hall - Australia Day Awards Ceremony, followed by morning tea and cutting of the Australia Day cake

12:00 pm | Gwydir Laycock Park & Injune Community Centre - Aussie Day BBQ, Emergency Service Vehicle Display & backyard cricket (no one played but bat and ball were there)

1pm | Injune Swimming Pool - Free pool entry

Councillors in attendance: Cr Guthrie and Cr Ladbrook

Local/Economic Development:

This local event provided economic benefits to the following community organisations and/or local businesses who were involved on the day:

- Decorations and welcome- Injune Memorial Hall – Cas, Keeley and Riley Sorensen
- Table arrangements and decorations Injune Memorial Hall- Noah Firth
- Balloons and Decorations – Injune Community Centre – Holiday Program Youth
- RSL Roma
- Injune Fire & Police Services – display
- Photographer – Mandy McKeesick
- Emergency services and community members - Aussie Day BBQ
- Iain Jackson – musician
- Rotary Australia
- Tea and coffee and cake service- Joy, Rita, and Claire

Mitchell & District

Attendance: 76 people for the breakfast, 87 attending the awards and 57 people for the Spa swim.

Venue: Great Artesian Spa and Mitchell Shire Hall

Celebrations and activities:

7.30am - 9.15am | Great Artesian Spa - Complimentary breakfast

9.30am | Mitchell Shire Hall - Australia Day Awards Ceremony, followed by morning tea and cutting of the Australia Day cake

From 11am | Great Artesian Spa – Free swim all day

Councillors in attendance: Cr Birkett and Cr Edwards

Ambassador: Justine Christerson

Local/Economic Development:

This local event provided economic benefits to the following community organisations and/or local businesses who were involved on the day:

- Booringa Action Group/Great Artesian Spa provided breakfast and morning tea.
- Photographer: Kylie Wallace
- Welcome to Country: Leah Cooper
- Rotary Australia

Roma & District

Attendance: Awards and Citizenship Ceremony – 187 people and 350 people at the Pool

Venue: Roma Cultural Centre and Denise Spencer Memorial Pool

Celebrations and activities:

9am | Roma Cultural Centre - Australia Day Awards Ceremony & Citizenship Ceremony, followed by morning tea and cutting of the Australia Day cake

11.30am - 3pm | Denise Spencer Memorial Pool - Family Fun Day with free entry and BBQ lunch. Face Painting, Jumping Castle, Giveaways & music.

Councillors in attendance: Mayor Golder, Cr O'Neil, Cr McMullen and Cr Taylor

Ambassador: Olivia Hargroder

Local/Economic Development:

- Photographer - Katarina Silvester
- Singer - Damian Corkett
- Welcome to Country - Lane Brookes
- Face Painting - Susie
- Coffee Van: Maricris Brackamonte
- Entertainment: Maddy Thomas
- Apex cooked the BBQ lunch, with support from Council.
- Rotary Australia – funded the BBQ lunch

Surat & District

Attendance: 50 people at the Awards ceremony and 61 people at the pool

Venue: Surat Riverside Parklands and Surat Pool

Celebrations and activities:

8am - Surat Riverwalk - Complimentary breakfast

8.30am - Australia Day Awards Ceremony followed by yabby races, & cutting of the Australia Day cake

2pm - Surat Swimming Pool open until 6pm – free entry.

4pm - 5.30pm - complimentary Rotary Aussie BBQ

Councillor in attendance: Cr Hancock.

Ambassador: Taj Pabari

Local/Economic Development:

The following community organisations and/or local businesses were involved in the Australia Day events:

- Surat Swimming Pool - provided catering for lunch and pool activities.
- Surat Aboriginal Corporation – Acknowledgement of Country
- Wendy McAlpine provided catering for breakfast.
- Shutterbugs – photography.
- Rotary Australia

Wallumbilla & District

Attendance: 45

Venue: Wallumbilla Pool – free entry

Celebrations and activities:

11am - a complimentary morning tea.

11.30am - Australia Day Awards Ceremony

12.30pm - 2pm Wallumbilla Swimming Pool – Free Rotary Aussie BBQ

Councillors in attendance: Cr McMullen and Cr Taylor

Ambassador: Taj Pabari

Local/Economic Development:

The following community organisations and/or local businesses were involved in the Australia Day events:

- Wallumbilla Town Improvement Group provided catering for morning tea and assisted with lunch.
- Wallumbilla Pool - provided catering for lunch and pool activities.
- Jenny Underwood – photography
- Rotary Australia

Marketing of Event Programs:

Event programs were communicated through the region via printed flyers and a range of additional marketing initiatives including:

- Posters on noticeboards.
- Council Website.
- Mail drops
- Emails to Community Contact Lists.
- Social media

Post Event:

- Local feedback to Bottle Tree Bulletin
- Social media.
- Council website.

Australia Day Ambassadors

Having the three Australia Day Ambassadors attend the Australia Day events created interest and made the celebrations feel even more special.

As well as the Awards ceremonies, the Ambassadors were involved in:

- an opportunity for local community members to meet them at an afternoon tea
- discussions with Darren Thrupp, a Paralympian and Catherine Belfield, a consultant and educator
- dinner with the Councillors and Mayor
- visits to the hospital, Bassett Park and The Royal Flying Doctors Service
- Tours of the Big Rig and Roma Saleyards

Comparison to previous years

Apart from Roma, attendance numbers for the Awards Ceremonies were lower than previous years in all towns in the region. Injune had different celebrations at four different locations and overall, the numbers would be similar to previous years if numbers at all locations were taken into consideration. Roma's attendance numbers for the combined Awards and Citizenship ceremonies were greater than previous years with similar numbers at the pool in the afternoon.

The Local Development Team would like to thank all Councillors who were involved, as well as the many other Council staff who worked with our team to ensure the success of the Australia Day celebrations.

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:

Manager - Economic & Community Development

Deputy Chief Executive Officer/Acting Director Infrastructure Services