



LATE ITEMS AGENDA

Ordinary Meeting

Wednesday 26 May 2021

Roma Administration Centre

NOTICE OF MEETING

Date: 26 May 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 Roma Administration Centre on 26 May, 2021 at 9.00AM.

Julie Reitano
Chief Executive Officer

TABLE OF CONTENTS

Item No	Subject	
L.	Late Items	
L.1	Monthly Financial Report as at 30 April 2021.....	2
	Prepared by: Program Funding & Budget Coordinator	
L.2	Annual review of appointment to the position of Deputy Mayor	9
	Prepared by: Director - Corporate & Community Services	
L.3	NLIS Compliance Scanning and Data Collection Services - Roma Saleyards	14
	Prepared by: Manager - Saleyards	
L.4	Community feedback - Have Your Say - Flights in the Maranoa	20
	Prepared by: Communications Officer - Infrastructure Services	
LC.	Late Confidential Items	
LC.1	Expression of Interest 21022 - Purchase or Lease of Industrial Land Mitchell Qld	
	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.	

OFFICER REPORT

Meeting: Ordinary 26 May 2021

Date: 11 May 2021

Item Number: L.1

File Number: D21/36980

SUBJECT HEADING: Monthly Financial Report as at 30 April 2021

Classification: Open Access

Officer's Title: Program Funding & Budget Coordinator

Executive Summary:

The purpose of this report is for the Chief Executive Officer to present a monthly financial report to Council in accordance with section 204 of the *Local Government Regulation 2012* for the period ended 30 April 2021.

Officer's Recommendation:

That the Monthly Financial Report for the period ended 30 April 2021 be received and noted.

Individuals or Organisations to which the report applies:

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

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

Maranoa Regional Council

Acronyms:

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

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

Acronym	Description
Nil	Nil

Context:

Why is the matter coming before Council?

To present the financial report for the period ended 30 April 2021, in accordance with section 204 of the *Local Government Regulation 2012*.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

This report presents the high-level consolidated statement of income and expenditure for operating and capital budgets versus actuals for the period ended 30 April 2021.

Maranoa Regional Council

Ordinary Meeting - 26 May 2021

1. Operating Budget:

Maranoa Regional Council Statement of Income and Expenditure 30 April 2021				
Council Consolidated Operating	Jun-21 Current Budget \$	April-21 Actual \$	% of budget	Comments
Operating revenue				
Net rates, levies and charges	41,825,264	41,680,372	100%	All rates notices have been issued for the 2020-21 year
Fees and charges	2,955,511	2,849,652	96%	Slightly higher than expected
Rental income	815,315	577,665	71%	Slightly down on expected revenue
Interest received	917,000	710,810	78%	On target
Recoverable works and sales revenue	16,446,849	14,637,059	89%	External TMR contracts completed
Other income	3,799,606	3,036,436	80%	On target
Grants, subsidies, contributions	22,770,791	10,345,151	45%	Early payment of half of the 2021-22 Financial Assistance Grant is expected in May 2021 (pending Australian Government approval)
Total operating revenue	89,530,336	73,837,145	82%	
Operating expenses				
Employee benefits	29,588,425	23,242,504	79%	On target
Materials and services	39,397,983	31,143,216	79%	On target
Finance costs	741,953	599,273	81%	On target
Depreciation	19,764,000	15,775,543	80%	On target
Total operating expenses	89,492,361	70,760,536	79%	
Operating result				
Operating revenue	89,530,336	73,837,145	82%	
Operating expenses	89,492,361	70,760,536	79%	
Net Operating result total	37,975	3,076,609		

Operating result:

Overall net operating result at 30 April 2021 is surplus of \$3.077 million surplus. All rates notices for 2020-21 now issued.

Operating revenue:

Operating revenue of \$73.8 million is currently 82% of annual current budget with all rates notices now issued for 2020-21 year. Other variances include:

- Early payment of half of the 2021-22 Financial Assistance Grant is expected in May 2021 (pending Australian Government approval)
- External contribution for the Surat Digital Connectivity project not yet received

Operating expenses:

Operating expenses of \$70.76 million is currently 79% of annual current budget which is currently on track.

2. Capital Budget:

Maranoa Regional Council Capital 30 April 2021				
Council Consolidated	Jun-21 Current Budget \$	Apr-21 Actual \$	% of budget	Comments
Capital revenue				
Contributions – capital	8,780,180	5,769,562	66%	
Developer contributions/infrastructure charges	61,000	9,611	16%	
Other capital revenue	320,000	0	0%	
Government grants and subsidies	21,488,944	6,502,986	30%	
Total capital revenue	30,650,124	12,282,159	40%	
Capital expenditure				
Projects – capital	70,595,442	28,848,793	41%	Refer notes
Loan repayments	1,511,633	1,127,164	75%	On track
Total capital expenditure	72,107,075	29,975,957		

Capital revenue:

Year to date capital revenue of \$12.29m is 40% of the current budget.

Major variances include:

- Local Roads and Community Infrastructure (Phase 1) funded projects majority of works are to be completed in last quarter of the 2020-21 year.
- Other major externally funded multi-year projects that are in early stages or not yet commenced construction:
 - The Bigger Big Rig
 - Roma Flood Mitigation Stage 2B (Railway Dam works)
 - Muggins Lane Yuleba bridge replacement
 - Primaries Road loop extension
 - Heavy vehicle route upgrade – Amby
 - Additional Local Roads and Community Infrastructure (Phase 2) funding approved

Capital expenditure:

Council's investment in community infrastructure capital works year to date is \$28.8 million which is 41% of the current approved budget. Major variances include:

Major multi-year projects that are in early stages or not yet commenced construction:

- The Bigger Big Rig
- Roma Flood Mitigation Stage 2B (Railway Dam works)
- Muggins Lane Yuleba bridge replacement
- Primaries Road loop extension
- Heavy vehicle route upgrade – Amby
- Repair to lagoon bunding Roma Sewerage Treatment Plant
- Additional Local Roads and Community Infrastructure funding (Phase 2) approved projects

Outstanding rates and charges:

April	2020	2021
Total value of rates outstanding	\$5,459,552	\$6,939,665
Number of assessments with an outstanding balance		2721
Rates amounts outstanding as a percentage of total annual levies		15.52%
Outstanding rates for which there is a payment arrangement in place	\$343,724	\$369,932
Total number of assessments with a payment arrangement in place	685	566
Percentage of rates arrears in payment arrangements		24.6%

March	2020	2021
Total value of rates outstanding	\$14,992,291	\$23,126,152
Total number of assessments	7,859	7,899

Maranoa Regional Council

Ordinary Meeting - 26 May 2021

March	2020	2021
Outstanding rates for which there is a payment arrangement in place	\$197,985	\$252,077
Total number of assessments with a payment arrangement in place	373	350
Percentage of rates arrears in payment arrangements		9.48%

February	2020	2021
Total value of rates outstanding	\$20,824,658	\$2,381,689
Total number of assessments outstanding	6,608	535
Outstanding rates for which there is a payment arrangement in place	\$2,018,464	\$1,462,420
Total number of assessments with a payment arrangement in place	250	201
Percentage of rates arrears in payment arrangements	9.69%	61.4%

*Rates levy issued in February 2020 due March 2020.

January	2020	2021
Total value of rates outstanding	\$2,173,756	\$3,169,800
Total number of assessments outstanding	595	680
Outstanding rates for which there is a payment arrangement in place	\$1,041,948	\$1,996,271
Total number of assessments with a payment arrangement in place	289	207
Percentage of rates arrears in payment arrangements	47.93%	62.98%

Prepaid rates:

	Prepaid Rates & Charges	Number of Assessments
As at 30 April 2021	\$369,932	566
As at 31 March 2021	\$252,077	350
As at 28 February 2021	\$810,532	859
As at 31 January 2021	\$680,418	810
As at 30 April 2020	\$343,724	685
As at 29 February 2020	\$135,165	181
As at 31 January 2020	\$670,533	814

Payment Arrangements:

	Number of Accounts that have Payment Arrangements	Value Outstanding in Payment Arrangements	Percentage of Rates arrears in payment arrangements
30 April 2021	212	\$1,644,771	24.6%
31 March 2021	196	\$2,193,501	9.48%
30 April 2020	255	\$1,734,175	31.76%

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

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

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

Local Government Regulation 2012

204 Financial report

- (1) *The local government must prepare a financial report.*
- (2) *The chief executive officer must present the financial report -*
 - (a) *If the local government meets less frequently than monthly - at each meeting of the local government; or*
 - (b) *Otherwise - at a meeting of the local government once a month.*
- (3) *The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.*

Council Policies or Asset Management Plans:

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

What are relevant sections of the policy or plan?

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

N/A

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to

Council? (i.e. other than the report author?) What did each say? (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Lead Rates and Utility Billing Officer / System Administrator

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)

Projects with external funding are required to be delivered in accordance with funding agreements.

This Financial Year's Budget:

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

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

The purpose of this report is to present financial information on the progress that has been made in relation to Council's budget for the period ended 30 April 2021.

Future Years' Budgets:

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

This report is for information purposes.

Impact on Other Individuals or Interested Parties:

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

Interested Parties – Maranoa Residents, Department of Local Government, Racing and Multicultural Affairs, Queensland Audit Office.

Risks:

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

Risk	Description of likelihood & consequences
Compliance with <i>Local Government Regulation 2012</i>	The presentation of the financial report is in accordance with the Regulation.

Advice to Council:

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

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

The presentation of monthly financial statements is a legislative requirement.

Recommendation:

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

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

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

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

That the monthly financial report for the period ended 30 April 2021 be received and noted.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 2: Delivering strong financial management

2.5 Financial Reporting

Supporting Documentation:

Nil.

Report authorised by:

Director - Corporate & Community Services

INFORMATION REPORT

Meeting: Ordinary 26 May 2021

Date: 13 May 2021

Item Number: L.2

File Number: D21/37944

SUBJECT HEADING: Annual review of appointment to the position of Deputy Mayor

Classification: Open Access

Officer's Title: Director - Corporate & Community Services

Executive Summary:

At the post election meeting on 16 April 2020, Council resolved to undertake an annual review of the appointment to the position of Deputy Mayor.

Officer's Recommendation:

That Council consider the information and resolve in accordance with either Option 1 or Option 2.

Background:

As prescribed under Section 175 of the *Local Government Act 2009*, a local government must, at its first meeting after the conclusion of the quadrennial election, appoint a Deputy Mayor.

Section 175

Post-election meetings

(1) *A local government must hold a meeting within 14 days after -*

- (a) the conclusion of each quadrennial election; and*
- (b) the conclusion of a fresh election of its councillors.*

(2) *The local government must, by resolution, appoint a deputy mayor from its councillors*

(other than the mayor)—

- (a) at that meeting; and*
- (b) at the first meeting after the office of the councillor who is the deputy mayor becomes vacant.*

At the post election meeting on 16 April 2020, Council resolved as follows:

Resolution No. PE/04.2020/03

That Cr McMullen be appointed to the position of Deputy Mayor in accordance with the Local Government Act 2009, and that this be reviewed annually.

An information report was provided at the ordinary meeting on 12 May 2021.

Council resolved to lay this item on the table until the next ordinary meeting to receive legal advice.

Body of Report:

This report provides Council with the opportunity to undertake the annual review in accordance with **Resolution No. PE/04.2020/03**.

The role of the Deputy Mayor is detailed in section 165:

165 Acting mayor

- (1) *The deputy mayor acts for the mayor during—*
(a) *the absence or temporary incapacity of the mayor; or*
(b) *a vacancy in the office of mayor.*

The process required for Council to appoint another Deputy Mayor is also prescribed under section 165 of the *Local Government Act 2009*, as follows:

Section 165

...

- (3) *A local government may, by resolution, declare that the office of deputy mayor is vacant.*
- (4) *The resolution may be passed only if notice of the resolution has been given to the councillors at least 14 days before the meeting.*
- (5) *If a local government declares that the office of deputy mayor is vacant, it must immediately appoint another deputy mayor from its councillors.*

Section 165 (3) would apply in circumstances where:

- a) a deputy mayor ceases to be a councillor,
- b) a deputy mayor resigns from the office of deputy mayor, or
- c) a Council makes a positive decision for him or her to vacate the office of deputy mayor.

Council sought additional clarification.

The following is general legal advice through the LGAQ's Legislation Commentary in relation to section 165, subsections (3) to (5):

Subsections (3) to (5), which really deal with a separate subject matter unrelated to the section heading, allow a Council to replace its deputy mayor whenever it wishes to do so, so long as written notice of the proposal to declare the office vacant (that is, to dismiss the existing deputy mayor) is given to all councillors at least 14 days before the meeting at which the resolution to declare the office vacant is moved. It is not necessary (and probably not legally possible in any event) to repeal the previous decision appointing the deputy mayor in accordance with s 262 of the Regulation (but see notes to that section).

Subsection (5) is considered to require that a new deputy mayor be appointed as the next item of business after the office is declared vacant. It certainly requires that a new deputy mayor be appointed at that meeting. To the extent that s 175(2)(b) might otherwise suggest that the vacancy could be filled at the next meeting, it has no application to vacancies arising under subsection (3), as the use of "immediately" in subsection (5) makes it clear that a vacancy arising through the "sacking" of the deputy mayor must be filled at the same meeting.

The question has been raised as to whether a Council could appoint a deputy mayor for a fixed term (eg. 1 year). Although it is an accepted general principle that a power to appoint to a particular office includes power to appoint for a fixed term, it is considered doubtful that this principle applies to the appointment of a deputy mayor. It is considered that the statutory scheme is that a deputy mayor retains office until he or she ceases to be a councillor or resigns the office of deputy mayor, or until the Council makes a positive decision to vacate his or her officer under s subsection (3). Certainly, it can be said with some confidence that it is not possible to pass a resolution under subsection (3) vacating the office with effect at some future time (eg. 1 year from the date of the resolution), as it would be impossible to reconcile such a resolution with the requirement under subsection (5) that a vacancy in the office of deputy mayor be filled immediately that a resolution "declaring" under subsection (3) is passed.

By operation of section 38(1)(a) of the *Acts Interpretation Act 1954*, the requirement for “at least 14 days” notice of the resolution results in this matter not being able to be considered at Council’s 23 June 2021 meeting (unless notice of such a resolution is given not later than 9 June 2021).

The steps involved would be:

1. A Notice of Motion is given to Councillors at least 14 days before the meeting.

That Council, pursuant to section 165 (3) of the Local Government Act 2009, declare that the office of Deputy Mayor is vacant.

2. At the meeting at which the Notice of Motion is considered, Council may, by resolution, declare that the office of Deputy Mayor is vacant.
3. If Council declares that the office of Deputy Mayor is vacant, Council must immediately appoint (i.e. by resolution) another Deputy Mayor from its councillors.

Next Step

Option 1: If Council does not want to consider declaring that the office of Deputy Mayor is vacant i.e. Cr McMullen remains appointed to the position of Deputy Mayor, then the following motion is provided:

That Council note its annual review and no further action is required.

Option 2: If Council wants to consider declaring that the office of Deputy Mayor is vacant to appoint another Deputy Mayor, then the following motion is provided:

That:

1. Council consider the following Notice of Motion at the ordinary meeting on 23 June 2021.

Notice of Motion:

That Council, pursuant to section 165 (3) of the Local Government Act 2009, declare that the office of Deputy Mayor is vacant.

2. The CEO (or delegate) give notice of this intended resolution to all councillors by not later than 9 June 2021, so as to ensure compliance with section 165(4) of the *Local Government Act 2009*.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.1 Elected members

Supporting Documentation:

Nil.

Report authorised by:

Chief Executive Officer

OFFICER REPORT

Meeting: Ordinary 26 May 2021

Date: 24 May 2021

Item Number: L.3

File Number: D21/40306

SUBJECT HEADING: NLIS Compliance Scanning and Data Collection Services - Roma Saleyards

Classification: Open Access

Officer's Title: Manager - Saleyards

Executive Summary:

Maranoa Regional Council invited suitably qualified and experienced businesses to submit tenders for the provision of National Livestock Identification System (NLIS) Compliance Scanning and Data Collection Services at the Roma Saleyards.

The Tender opened on 26 March 2021 with a closing date of 19 April 2021.

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

Officer's Recommendation:

That Council:

1. Select *AAM Investment Group Pty Ltd* as the recommended tenderer for Tender 21032 – NLIS Compliance Scanning and Data Collection Service.
2. Authorise the Chief Executive Officer to enter into final negotiations with *AAM Investment Group Pty Ltd*, and execute the service agreement if the final terms are acceptable.
3. The arrangement remain current until the end of 30 April 2023, with no option to extend.

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).

Tenders were received from the following businesses:

No.	Tenderer Name
1	AAM Investment Group Pty Ltd
2	Outcross 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
NLIS	National Livestock Identification System

Context:

Why is the matter coming before Council?

Council released a public tender for the provision of NLIS Compliance Scanning and Data Collection Services. Council's approval is sought prior to forming a contract with the recommended Tenderer.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Maranoa Regional Council invited suitably qualified, and experienced businesses to submit tenders for the provision of National Livestock Identification System (NLIS) Compliance Scanning and Data Collection Services at the Roma Saleyards.

The Successful Tenderer will provide services for a twenty-two months (the Term) from the commencement date, with no option to extend.

The Tender opened on 26 March 2021 with a closing date of 19 April 2021.

The Contractor will be required to provide all NLIS Compliance Scanning and Data Collection Services at Roma Saleyards specifically:

- NVD and NCHD entry and scanning
- Scanning first and second round cattle for sale
- Retagging cattle missing an EID or faulty EID
- NLIS database checks as described
- Assisting agents and their requests

Thirteen (13) interested parties downloaded the tender documents, with Council receiving submissions from the following two (2) Tenderers.

- AAM Investment Group Pty Ltd
- Outcross Pty Ltd

The Tender Evaluation Panel comprised the following Council staff members:

- Manager - Procurement & Plant
- Manager Saleyards

The Tender Evaluation Panel met on 19 May 2021 to evaluate and discuss responses and make a recommendation based on the overall scores from the selection criteria.

No.	Tenderer Name	Assessment Criteria				
		About the Tenderer (20)	Qualifications/ Experience of staff (20)	Pricing (45)	Local Content (15)	Total
1	AAM investment Group Pty Ltd	15	20	45	3	83
2	Outcross Pty Ltd	20	15	42.8	3	80.8

During the evaluation, the panel determined that *AAM Investment Group Pty Ltd*, had the most comprehensive submission; this is illustrated by their higher evaluation score (83 points). There were no omissions/non-conformances.

The recommendation is to enter into negotiations with AAM Investment Group Pty Ltd as the preferred supplier for Tender 21032; noting their tendered rates, better understanding of the Saleyards requirements and experienced staff as the best offer.

Based on the information provided the Tender Assessment Team recommend the following:

That Council:

1. Select *AAM Investment Group Pty Ltd* as the recommended tenderer for Tender 21032 – NLIS Compliance Scanning and Data Collection Service.
2. Authorise the Chief Executive Officer to enter into final negotiations with *AAM Investment Group Pty Ltd*, and execute the service agreement if the final terms are acceptable.
3. The arrangement remain current until the end of 30 April 2023, with no option to extend.

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)

Council has invited public tenders prior to forming a contract for NLIS Compliance Scanning and Data Collection Services. The tender conforms with the requirements of 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)

The tender process, including the evaluation of submissions, is consistent with the Maranoa Regional Council Procurement Policy.

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say? (Please include consultation with the

funding body, any dates of critical importance or updates or approvals required)

The Tender Evaluation Panel (TEP) comprised the following Council Staff members:

- Manager - Saleyards
- Manager Procurement and Plant

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)

This contract is a schedule of rates. The costs incurred are driven by throughput and the number of services provided.

To undertake a cost comparison, we used the 2020 calendar year quantities for all services using each tenderers schedules of rates.

AAM Investment Group

Based on their schedule of rates and 2020 calendar year quantities, there would be a minor decrease in the annual operational costs of approximately \$980 excluding GST.

Outcross

Based on their schedule of rates and 2020 calendar year quantities, there would be an increase in the annual operational costs of approximately \$14,922 excluding GST.

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)

Unsuccessful tenderer.

Risks:

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

Risk	Description of likelihood & consequences
N/A	

Advice to Council:

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

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

The recommendation is to enter into negotiations with AAM Investment Group Pty Ltd as the recommended tenderer.

The author notes that the recommendation was formed on the basis of the following considerations:

- The most comprehensive submission was AAM Investment Group Pty Ltd, this is illustrated by their higher evaluation score (83 points). There were no omissions/non-conformances.
- AAM Investment Group Pty Ltd provided a more comprehensive workplace health and safety management system which is modelled on the Plan, Do, Check, Act concepts outlined in ISO 45001 – Occupational Health and Safety Management Systems Requirements.
- AAM Investment Group Pty Ltd demonstrated a better understanding of the requirements and methodology for delivering the services at the Roma Saleyards.
- Outcross Pty Ltd provided a shift timetable that indicated they do not have a full understanding of Roma Saleyards operations (based on tender specifications and publicly available information).
- AAM Investment Group Pty Ltd provided details of highly experienced, appropriately qualified and skilled staff.

Recommendation:

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

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

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

That Council:

1. Select *AAM Investment Group Pty Ltd* as the recommended tenderer for Tender 21032 – NLIS Compliance Scanning and Data Collection Service.
2. Authorise the Chief Executive Officer to enter into final negotiations with *AAM Investment Group Pty Ltd*, and execute the service agreement if the final terms are acceptable.
3. The arrangement remain current until the end of 30 April 2023, with no option to extend.

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 4: Growing our region

4.6 Saleyards

Supporting Documentation:

Nil.

Report authorised by:

Director - Corporate & Community Services

OFFICER REPORT

Meeting: Ordinary 26 May 2021

Date: 26 May 2021

Item Number: L.4

File Number: D21/41265

SUBJECT HEADING: Community feedback - Have Your Say - Flights in the Maranoa

Classification: Open Access

Officer's Title: Communications Officer - Infrastructure Services

Executive Summary:

The Mayor has requested that Council share a copy of the feedback from the community consultation about flights in the Maranoa with the Department of Transport & Main Roads (DTMR).

Officer's Recommendation:

That Council provide a copy of the feedback received from the community consultation about flights in the Maranoa with the Department of Transport & Main Roads (DTMR).

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).

Government entity - Department of Transport & Main Roads (DTMR)

Please note, all names have been removed from the information that will be provided.

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
DTMR	Department of Transport & Main Roads

Context:

Why is the matter coming before Council?

The Mayor has requested that Council share a copy of the feedback from the community consultation about flights in the Maranoa with the Department of Transport & Main Roads (DTMR).

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

At an Ordinary Meeting on 9 December 2020 Council resolved:

Resolution No. OM/12.2020/35

That:

- 1. Council advocate to Qantas and the state government to provide more availability for cost effective return and one-way flight options, including Saturday and Sunday as a high priority, through our local travel agent also for increased amount of flights requested by the community, business, and health professionals.*
- 2. Council organise a public meeting and use of 'Have your Say' to gain information on requests in relation to improved air services and affordability.*
- 3. If Qantas is unable to accommodate these requests, for Council to lobby the state government for another operator that can provide flight times and options needed for Maranoa residents and businesses at an affordable price.*
- 4. Develop a list of requirements to deliver future air services into Roma, to be provided to the government.*

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)

Ordinarily privacy provisions would apply, however any identifying information has been removed from the documents and only the broad feedback remains.

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)

Nil

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?

Nil

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
Nil	

Advice to Council:

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

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

That Council provide a copy of the feedback received from the community consultation about flights in the Maranoa with the Department of Transport & Main Roads (DTMR).

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 provide a copy of the feedback received from the community consultation about flights in the Maranoa with the Department of Transport & Main Roads (DTMR).

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.5 Airports

Supporting Documentation:

Nil

Report authorised by:

Chief Executive Officer