

MINUTES OF THE ORDINARY MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 14 JULY 2021 SCHEDULED TO COMMENCE AT 9.00AM

ATTENDANCE

Mayor Cr. T D Golder chaired the meeting with, Deputy Mayor Cr. G B McMullen (from 9.13am – 5pm, then 5.47pm – 7.21pm), Cr. J R P Birkett, Cr. M C Edwards, Cr. J L Guthrie, Cr. J M Hancock, Cr. W L Ladbrook, Cr. C J O’Neil, Cr. W M Taylor, Chief Executive Officer – Julie Reitano, and Minutes Officer – Kelly Rogers in attendance.

AS REQUIRED

Deputy Chief Executive Officer/Director Development, Facilities & Environmental Services – Rob Hayward, Director Corporate & Community Services – Sharon Frank, Deputy Director / Strategic Road Management – Cameron Hoffmann, Manager Community Safety – Samantha Thrupp, Manager Facilities (Land, Buildings & Structures) – Tanya Mansfield, Operations Manager Finance – Dee Sullivan, Manager Economic & Community Development – Ed Sims, Manager ICT – Rueben Broom, Program Funding & Budget Coordinator – Cindy Irwin, Lead Corporate Communications & Design Officer (Acting) – Sophie Kluckhohn.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.13am.

CONFIRMATION OF MINUTES

Resolution No. OM/07.2021/01	
Moved Cr Taylor	Seconded Cr Guthrie
That the minutes of the Ordinary Meeting held on 23 June 2021 be confirmed.	
CARRIED	9/0

Responsible Officer	Lead Officer – Elected Members & Community Engagement
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Resolution No. OM/07.2021/02	
Moved Cr Birkett	Seconded (Not called)
That the minutes of the Special Meeting held on 29 June 2021 be confirmed.	
NO VOTE TAKEN	

No vote was taken on the draft motion at that time with Mayor Golder adjourning the meeting to review draft (unconfirmed) meeting minutes.

COUNCIL ADJOURNED THE MEETING
 FOR A BRIEF RECESS AT 9.15am

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 9.24am

Cr Edwards was not present at resumption of standing orders, and returned at 9.27am.

Cr Birkett withdrew himself as 'mover' for confirmation of the following special meeting minutes, giving the reason that he was at the meeting only for a short period of time.

Resolution No. OM/07.2021/03	
Moved Cr O'Neil	Seconded Cr Guthrie
That the minutes of the Special Meeting held on 29 June 2021 be confirmed.	
CARRIED	9/0

Responsible Officer	Lead Officer – Elected Members & Community Engagement
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Resolution No. OM/07.2021/04	
Moved Cr Hancock	Seconded Cr Ladbrook
That the minutes of the Special Meeting held on 30 June 2021 be confirmed.	
CARRIED	9/0

Responsible Officer	Lead Officer – Elected Members & Community Engagement
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Resolution No. OM/07.2021/05	
Moved Cr Birkett	Seconded Cr Edwards
That the minutes of the Special Meeting held on 7 July 2021 be confirmed.	
CARRIED	9/0

Responsible Officer	Lead Officer – Elected Members & Community Engagement
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ON THE TABLE

The following items were laid on the table at a previous meeting:

- 11.2 – Birth, Death and Marriage Notices
- LC.2 – Asset Management Plan Long Term Forecasts – Water, Sewerage and Gas Networks
- LC.3 – Draft Operational Plan 2021/22
- LC.6 – Draft Debt (Borrowing) Policy 2021/22

CONSIDERATION OF NOTICES OF MOTION
Item Number: 8.1 **File Number:** D21/50346

SUBJECT HEADING: NOTICE TO AMEND RESOLUTION OM/05.2021/15.

Officer's Title: Manager - Procurement & Plant

Original Resolution Meeting Date: 12 May 2021

Resolution Number: OM/05.2021/15

Resolution:
That:

1. Council approve the addition of the following businesses to Council's Register of Pre-Qualified Supplies for Vegetation Management Services (including grounds maintenance) in accordance with s232 of the Local Government Regulation 2012.
2. Pre-qualification (for the mentioned businesses) remain current until 31 March 2022.
3. Authorise the Chief Executive Officer (or delegate) to enter into a Deed of Agreement with each selected tenderer for Vegetation Management Services, formalising the terms and conditions detailed in the draft agreement.

<i>Recommended Suppliers</i>	
<i>Urban Allotments</i>	<i>Local Content</i>
Jason Raymond Blinco T/A Blinco's Yard Service	5 Star
RTC Contracting Pty Ltd T/A Procrew	0 Star
Quarry Mining Haulage Pty Ltd	0 Star
<i>Urban Public Space/Major Facilities</i>	
Jason Raymond Blinco T/A Blinco's Yard Service	5 Star
RTC Contracting Pty Ltd T/A Procrew	0 Star
Quarry Mining Haulage Pty Ltd	0 Star
Habitat Environmental Solutions	0 Star
Swans Earthmoving	0 Star
<i>Rural Roadside Slashing</i>	
Jason Raymond Blinco T/A Blinco's Yard Service	5 Star
RTC Contracting Pty Ltd T/A Procrew	0 Star
Quarry Mining Haulage Pty Ltd	0 Star
Habitat Environmental Solutions	0 Star
Swans Earthmoving	5 Star
<i>Rural Herbicide Spraying</i>	
Biodiversity Australia Pty Ltd	0 Star
Garwood Tree Service	0 Star
Kieran McCarrol Herbicide Spraying	5 Star
RTC Contracting Pty Ltd T/A Procrew	0 Star
Quarry Mining Haulage Pty Ltd	0 Star
<i>Specialist Arboriculture Services</i>	
Garwood Tree Service	0 Star
Quarry Mining Haulage Pty Ltd	0 Star
<i>Tree Lopping</i>	
RTC Contracting Pty Ltd T/A Procrew	0 Star
Garwood Tree Service	0 Star
Quarry Mining Haulage Pty Ltd	0 Star
Habitat Environmental Solutions	0 Star
Swans Earthmoving	5 Star
<i>Minor Vegetation Clearing</i>	
S & W Petersen Pty Ltd T/A Admulch	0 Star
Biodiversity Australia Pty Ltd	0 Star
Garwood Tree Service	0 Star

Jason Raymond Blinco T/A Blinco's Yard Service	5 Star
RTC Contracting Pty Ltd T/A Procrew	0 Star
Quarry Mining Haulage Pty Ltd	0 Star
Garwood Tree Service	0 Star
Habitat Environmental Solutions	0 Star
Swans Earthmoving	5 Star
Other Vegetation Management Services	
Jason Raymond Blinco T/A Blinco's Yard Service	5 Star
RTC Contracting Pty Ltd T/A Procrew	0 Star
Quarry Mining Haulage Pty Ltd	0 Star
Garwood Tree Service	0 Star
Habitat Environmental Solutions	0 Star
Swans Earthmoving	5 Star

Resolution No. OM/07.2021/06
Moved Cr Hancock
Seconded Cr Taylor

That Council rescind [*repeal*] Resolution Number *OM/05.2021/15* as listed in the report and replace with:

That:

1. Council approve the addition of the following businesses to Council's Register of Pre-Qualified Supplies for Vegetation Management Services (including grounds maintenance) in accordance with s232 of the *Local Government Regulation 2012*.
2. Pre-qualification (for the mentioned businesses) remain current until 31 March 2022.
3. Authorise the Chief Executive Officer (or delegate) to enter into a Deed of Agreement with each selected tenderer for Vegetation Management Services, formalising the terms and conditions detailed in the draft agreement.

Recommended Suppliers	
Urban Allotments	Local Content
Jason Raymond Blinco T/A Blinco's Yard Service	5 Star
RTC Contracting Pty Ltd T/A Procrew	0 Star
Quarry Mining Haulage Pty Ltd	0 Star
Urban Public Space/Major Facilities	
Jason Raymond Blinco T/A Blinco's Yard Service	5 Star
RTC Contracting Pty Ltd T/A Procrew	0 Star
Quarry Mining Haulage Pty Ltd	0 Star
Swans Earthmoving	0 Star
Rural Roadside Slashing	
Jason Raymond Blinco T/A Blinco's Yard Service	5 Star
RTC Contracting Pty Ltd T/A Procrew	0 Star
Quarry Mining Haulage Pty Ltd	0 Star
Swans Earthmoving	5 Star
Rural Herbicide Spraying	
Biodiversity Australia Pty Ltd	0 Star
Garwood Tree Service	0 Star
Habitat Environmental Solutions	0 Star
Kieran McCarrol Herbicide Spraying	5 Star
RTC Contracting Pty Ltd T/A Procrew	0 Star
Quarry Mining Haulage Pty Ltd	0 Star

Specialist Arboriculture Services	
Garwood Tree Service	0 Star
Quarry Mining Haulage Pty Ltd	0 Star
Tree Lopping	
RTC Contracting Pty Ltd T/A Procrew	0 Star
Garwood Tree Service	0 Star
Quarry Mining Haulage Pty Ltd	0 Star
Swans Earthmoving	5 Star
Minor Vegetation Clearing	
S & W Petersen Pty Ltd T/A Admulch	0 Star
Biodiversity Australia Pty Ltd	0 Star
Garwood Tree Service	0 Star
Jason Raymond Blinco T/A Blinco's Yard Service	5 Star
RTC Contracting Pty Ltd T/A Procrew	0 Star
Quarry Mining Haulage Pty Ltd	0 Star
Swans Earthmoving	5 Star
Other Vegetation Management Services	
Jason Raymond Blinco T/A Blinco's Yard Service	5 Star
RTC Contracting Pty Ltd T/A Procrew	0 Star
Quarry Mining Haulage Pty Ltd	0 Star
Garwood Tree Service	0 Star
Swans Earthmoving	5 Star

CARRIED 9/0

Responsible Officer	Manager - Procurement & Plant
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Item Number: 8.2 **File Number:** D21/51484

SUBJECT HEADING: NOTICE TO AMEND RESOLUTION OM/04.2021/16

Officer's Title: Manager - Facilities (Land, Buildings & Structures)

Original Resolution Meeting Date: 14 April 2021

Resolution Number: OM/04.2021/16

Resolution:

That Council:

1. Purchase the land known as Lot 9 on SP119660 using the funds allocated in the 2020/21 Capital Works Budget for the amount of \$12,000 exclusive of GST.
2. Reimburse Queensland Rail the cost of the market valuation being \$1,600 exclusive of GST.
3. Authorise the Chief Executive Officer (or delegate) to execute the purchase contract and other documents relating to this purchase.

Resolution No. OM/07.2021/07

Moved Cr McMullen

Seconded Cr Ladbrook

That Council rescind [*repeal*] Resolution Number OM/04.2021/16 stating:

That Council:

1. Purchase the land known as Lot 9 on SP119660 using the funds allocated in the 2020/21 Capital Works Budget for the amount of \$12,000 exclusive of GST.
2. Reimburse Queensland Rail the cost of the market valuation being \$1,600 exclusive of GST.
3. Authorise the Chief Executive Officer (or delegate) to execute the purchase contract and other documents relating to this purchase.

And replace with:

That Council:

1. Purchase the land known as Lot 9 on SP119660 using the funds allocated in the 2020/21 Capital Works Budget for the amount of **\$13,200 inclusive of GST.**
2. Reimburse Queensland Rail the cost of the market valuation plus GST, **being \$1,760 inclusive of GST, payable at settlement.**
3. Authorise the Chief Executive Officer (or delegate) to execute the purchase contract and other documents relating to this purchase.

CARRIED

9/0

Responsible Officer

Manager - Facilities (Land, Buildings & Structures)

BUSINESS

CORPORATE & COMMUNITY SERVICES

Item Number:

11.1

File Number: D21/50287

SUBJECT HEADING:

SELECTION INSPECTION PROGRAM 2021

Officer's Title:

Manager - Community Safety

Executive Summary:

A Selective Inspection Program is proposed for all township areas within the Maranoa Regional Council Area. The selective inspection program will monitor compliance with the Animal Management (Cats and Dogs) Act 2008 regarding dog registration and regulated dog provisions.

The inspection program may result in remedial action being undertaken and infringements issued where non-compliance is observed. Properties will be selected where a Council Authorised Person has a reasonable belief that an unregistered and/or regulated dog may be present on the premises.

The public will be given notice that the program will commence on Monday 6 September and conclude on Friday 26 November 2021. Notification of the program will be given in the local newspaper on 9 August 2021 and posted on the Council website as per legislative requirements. In addition, a public notice is to be distributed through the month of August via an unaddressed mailout to residents within the town areas.

Resolution No. OM/07.2021/08

Moved Cr O'Neil

Seconded Cr Hancock

That Council resolve:

1. That under section 113(1) of the *Animal Management (Cats and Dogs) Act 2008* (AMCAD) Council approves a selective inspection program to allow authorised persons to enter and inspect selected properties in part of its local government area.
2. In accordance with section 113(5)(a) of the AMCAD Act 2008 the purpose of the program is to monitor compliance with the Chapter 3 registration and Chapter 4 regulated dog provisions of the AMA.
3. In accordance with section 113(5)(b) and (e) of the AMCAD Act 2008 the program will commence on Monday 6 September and conclude on Friday 26 November 2021.
4. In accordance with section 113(5)(c) of the AMCAD Act 2008 inspections may occur in premises situated within the townships of Amby, Injune, Jackson, Mitchell, Muckadilla, Mungallala, Roma, Surat, Wallumbilla and Yuleba being the areas defined as designated town areas in Schedule 13 of *Subordinate Local Law No. 2 (Animal Management) 2011* where an Authorised Person has reasonable belief that an unregistered and/or regulated dog may be present.
5. In accordance with section 114 of the AMCAD Act 2008 a public notice will be given in the local newspaper on 9 August 2021 and on the Council website and social media platforms, the local newspaper (Western Star online) and the South West Newspaper, stating that the program will commence on Monday 6 September and conclude on Friday 26 November 2021.
6. On identification of an unregistered dog on a premises, that Officers issue an advisory notice for registration to be paid within 14 days upon which, if that hasn't be paid, a fine will be issued.

[Cr O'Neil put forward an amendment to point 5 expanding communication opportunities for circulating notice. Cr Taylor, as Seconder, confirmed she was happy to accept the amendment].

CARRIED

7/2

Cr. Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Birkett	Cr. Edwards
Cr. Guthrie	Cr. Golder
Cr. Hancock	
Cr. Ladbrook	
Cr. McMullen	
Cr. O'Neil	
Cr. Taylor	

Responsible Officer

Manager - Community Safety

Cr Ladbrook left the meeting at 10.27am, and returned at 10.29am.

Item Number: 11.2 **File Number:** D21/50716
SUBJECT HEADING: BIRTH, DEATH AND MARRIAGE NOTICES
Officer's Title: Lead Corporate Communications & Design Officer
 (Acting) – Sophie Kluckhohn.

Executive Summary:

With the Western Star no longer in print, Maranoa residents are struggling to publish their birth, death and marriage notices.

This report outlined potential options to fill this gap, as well as the associated cost.

Moved Cr Golder

That:

1. Council undertake a six (6) month trial with the South West Newspaper for one (1) half page per week for births deaths and marriages, also with the option of general news from the community, non for profit groups, sporting groups etc., and general good news stories from the Maranoa community, also with the backup of the Council's Corporate Communications team works with South West Newspaper to supply good news stories that Council is aware of, if there is any spare space not used.
2. Council undertake a six-month trial with 4ZR radio advertising (as outlined in Option 2 of the officer's report).

NO VOTE TAKEN

Responsible Officer	Lead Corporate Communications & Design Officer (Acting) / Communications Officer – Infrastructure Services
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A 'Seconder' for the draft motion was not called at that time, and the following procedural motion was put forward for Council's consideration:

Resolution No. OM/07.2021/09

Moved Cr O'Neil

That we lay this on the table until the next ordinary meeting of Council, where our communications staff can work with the South West [Newspaper], with all of the things that have been discussed here today and come back with a report, (including costings, how it would look, the timeframes etc.), so we can make a proper decision based on, not just the intent, but the facts of how it would be rolled out.

MOTION LOST

4/5

Responsible Officer	Lead Officer – Elected Members & Community Engagement
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Resolution No. OM/07.2021/10
Moved Cr Golder

That this lay on the table for feedback about the motion that has been moved and being able to implement the motion for the next meeting of Council.

CARRIED

6/3

Cr. Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Birkett	Cr. Hancock
Cr. Edwards	Cr. O'Neil
Cr. Golder	Cr. Taylor
Cr. Guthrie	
Cr. Ladbrook	
Cr. McMullen	

Responsible Officer	Lead Corporate Communications & Design Officer (Acting) – Sophie Kluckhohn / Lead Officer Elected Members & Community Engagement
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COUNCIL ADJOURNED THE MEETING
FOR A MORNING TEA AT 10.36am

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 11.19am

Item Number: 11.3 File Number: D21/52661

SUBJECT HEADING: QUEENSLAND AUDIT OFFICE - 2021 INTERIM REPORT TO THE MAYOR

Councillor's Title: Mayor

Executive Summary:

Queensland Audit Office has presented their interim report for the financial year ending 30 June 2021. The interim audit report contains the results of the interim work performed to 28 May 2021. The 2021 Interim Report is now presented to Council by the Mayor.

Resolution No. OM/07.2021/11
Moved Cr Golder
Seconded Cr Edwards

That pursuant to section 213(3) of the *Local Government Regulation 2012*, Council receive and note the Queensland Audit Office Interim Report for 2021 as presented by the Mayor.

CARRIED

9/0

Responsible Officer	Operations Manager - Finance
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Item Number: 11.4

File Number: D21/52732

SUBJECT HEADING: NON-CURRENT ASSET ACCOUNTING POLICY

Officer's Title: Operations Manager - Finance

Executive Summary:

The Non-Current Accounting Policy provides a framework for identifying, valuing, recording and writing-off non-current assets to ensure compliance with the Local Government Act 2009, Local Government Regulation 2012 and Australian Accounting Standards and Interpretations.

Resolution No. OM/07.2021/12

Moved Cr Edwards

Seconded Cr McMullen

That Council adopt the Non-Current Asset Accounting Policy as presented, [and as follows:]

1. Policy Purpose

The purpose of this policy is to provide a framework for identifying, valuing, recording and writing-off non-current assets to ensure compliance with the *Local Government Act 2009, Local Government Regulation 2012* and Australian Accounting Standards and Interpretations. In particular, the policy aims to:

- Clarify the definition of, and accounting recognition concepts, for assets;
- Provide guidance on determining the periodic cost of using assets (depreciation/amortisation);
- Specify a basis for valuing non-current assets; and
- Set out the approach to be adopted in regularly reviewing the carrying amount of assets and, where appropriate, writing down or revaluing assets.

2. Policy Scope

This policy applies to all asset accounting related activities for property, plant and equipment, and intangible assets.

This policy is directly applicable to Asset Custodians and Council officers who have asset management and asset accounting responsibilities. This policy will apply to all Directorates, Departments and Functions of Council.

3. Objective

The objective of this policy are to ensure:

- Compliance with prescribed legislation and Australian Accounting Standards.
- Accounting principles are followed by Council employees when identifying, recognising, recording and valuing Council's property, plant and equipment.
- All processes undertaken in relation to the content of this policy are appropriately documented and defensible to external audit.
- Asset movements are recorded in the financial asset register in a timely manner.
- Capital works in progress balances are cleared no later than 30 days after practical completion.

4. Legislative Context

State Government Legislation

- *Local Government Act 2009*
- *Local Government Regulation 2012*

Australian Accounting Standards

- AASB 5 – Non-current Assets held for Sale and Discontinued Operations
- AASB 13 – Fair Value Measurement
- AASB 101 – Presentation of Financial Statements
- AASB 116 – Property, Plant and Equipment
- AASB 16 – Leases

- AASB 136 – Impairment of Assets
- AASB 138 – Intangible Assets
- AASB 108 – Accounting Policies, Change in Accounting Estimates and Errors.

5. Policy Statement

5.1 ASSET CLASSES

An asset class is a grouping of assets of a similar nature and use in an entity's operations and which, for the purposes of disclosure, is shown as a single item in the financial report. The following asset classes are reported by Council:

Asset Class	Examples of Assets Forming the Asset Class
Land and Site Improvements	Council owned land, quarry restoration
Buildings	Corporate and Community buildings, housing, sheds, public amenities, demountable
Plant and Equipment	Office furniture and equipment, computer hardware, motor vehicles, trucks, heavy equipment, trailers, mowers, playgrounds
Road, Drainage and Bridge Network	Road structures, kerb and channel, footpaths, box culverts, pipes, stormwater pits, manholes and bridges
Water	Reticulation pipes, bore sites, water towers, treatment plants
Sewerage	Treatment plants, pump stations, rising mains, reticulation mains, man holes
Other Infrastructure	Gas mains, gas valves, gas meters, off-road car parks, internal roads, fencing, shade covers, structures (BBQ shelters, rotunda, gazebo), monuments
Airport	Runways, taxiways, windsocks, lighting, car parking (airport)
Works In Progress	Property, plant and equipment under construction or in progress, which are not yet in a location and condition necessary for it to be capable of operating

5.2 ASSET RECOGNITION

An asset is recognised as a non-current asset in the financial asset register if it meets all of the following criteria:

- Council has control over the asset.
- It is probable that future economic benefits associated with the asset will flow to the entity (including non-cash service benefits).
- The cost or fair value of the item can be measured reliably.
- The cost or fair value of the asset exceeds Council's asset threshold.
- Expected to be used for more than one financial year.

5.3 ASSET RECOGNITION THRESHOLDS

In accordance with the *Local Government Act 2012*, Council must, by resolution, set an amount for each different type of physical asset below which the value of the asset must be treated as an expense. The thresholds detailed in the table below must be disclosed by way of a note in Council's general purpose financial statements.

If the expenditure for the item is equal to or above the threshold it may be capitalised as an asset if it meets all recognition criteria. Capitalisation is the process of recognising an asset in Council's financial statements as a non-current asset.

The threshold to recognise costs as an asset are as follows:

Asset Class	Asset Threshold (GST exclusive)
Land and Site Improvements	\$1
Buildings	\$10,000
Plant and Equipment	\$5,000 Except for desktop and laptop computers which are considered to be a Network Asset
Road, Drainage and Bridge Network	Network Asset
Water	Network Asset
Sewerage	Network Asset
Other Infrastructure	\$10,000
Airport	\$10,000

5.4 NETWORK ASSETS

A network is a grouping of multiple assets that are individually below the capitalisation threshold, these assets perform a whole service and require recognition in the financial statements due to their collective value.

5.5 CONTRIBUTED ASSETS

Non-current assets that are donated or contributed to Council at no cost, or for a nominal cost, will need to be brought to account at fair value as at the date of acquisition. The cost of a contributed asset is the fair value at the date of the acquisition as assessed by a suitably qualified person. This is not considered a revaluation of the asset at that time.

5.6 ASSETS NOT PREVIOUSLY RECOGNISED

Material assets not recognised in previous periods that subsequently meet the recognition criteria will be recognised from the date that the criteria are met. Where assets are identified that have not been previously recognised due to error, e.g. during asset verification, this is treated as the corrections of an error under *AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors*. The error provisions require that the error should be corrected by making the entry that should have been made at the time the error occurred.

5.7 ASSETS UNDER CONSTRUCTION (WORK IN PROGRESS)

Work In Progress (WIP) represents the accumulated costs of constructed assets e.g. costs associated with constructing or rehabilitating assets such as stormwater, roads and buildings.

The cost base of self-constructed assets is similar to the cost base for assets purchased including the following components:

- Direct materials, including stock issues;
- Direct and contract labour including on-costs; and
- Plant hire.

Where a project is to be completed in stages, capitalisation of each stage may still occur providing the asset recognition threshold is met.

Where costs captured in WIP are identified as being expenses, they are to be recognised as operational expenditure in Council's Statement of Comprehensive Income. This can apply for an entire project or a proportion of a project.

Management of Work in Progress

It is the responsibility of every Department Senior Manager to actively manage capital projects to ensure that capital costs are removed from WIP and capitalised to appropriate assets (whether new or additions to existing assets) in a timely manner. Work in progress balances are to be reviewed monthly and can be monitored using the Project dashboard on the Council's intranet.

An asset is to be capitalised when it is available for use, that is, when it is in the location and condition necessary for it to be capable of operating in the manner intended by management.

5.8 ASSETS EXPENDITURE

Costs must be classified correctly as either:

- a) An expense, which is accounted for in the Comprehensive Income Statement and affects Council's operating result, or

- b) Capital, which is included in the cost of an asset. Capital costs are accounted for in the Statement of Financial Position.

Capital expenditure can relate to new or existing assets. Expenditure is capital if it satisfies the following criteria:

1. The expenditure is above the capitalisation threshold.
2. The expenditure is used for one of the following applications:
 - New – Expenditure which creates a new asset that did not exist beforehand.
 - Upgrade – Expenditure for expansion. That is it enhances an existing asset to provide additional service capability or a higher level of service or which extends the life of an asset beyond that which it had originally.
 - Renewal – Expenditure on an existing asset, which restores the original service potential or which extends the life of the asset beyond which it had originally. This includes replacement expenditure.

Costs that do not meet the above classifications will be expensed when identified. Other costs that will be expensed include:

Expenditure Description	Reason
Expenditure to relocate or replace non-council owned services	Expenditure incurred to relocate or replace assets belonging to another entity, for example communication or power lines are expensed. Such costs related to assets that are controlled and owned by a third party.
Biological / Living Assets	Expenditure to purchase biological or living assets is expensed, e.g. bottle trees, turf.
Painting (under \$10,000)	All painting costs under \$10,000 are expensed as this is a maintenance activity that is regularly performed.

Costs may be initial or subsequently incurred after initial purchase.

Initial capital costs include those to purchase or construct an asset and getting it ready for use.

Examples include:

- Purchase price, including import duties and non-refundable purchase taxes, after deducting trade discounts and rebates.
- Any costs directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended, e.g. employee expenses directly from construction or acquisition; costs of site preparation; initial delivery and handling costs; costs of testing whether the asset is functioning properly; professional fees; design costs.

Once the asset is in the location and condition necessary for it to be capable of being operated in the manner intended, the capitalising of costs cease.

The following initial costs are expensed and are not capitalised:

- General administration and other indirect overhead costs;
- Training costs.

Where costs are incurred subsequent to the initial purchase of the asset, they can only be capitalised when it improves the condition of the asset beyond its originally assessed standard of performance or capacity. This can occur through:

- Extending the annual service potential provided by the asset; or
- Extending the useful life of the asset.

Repairs and maintenance are to be expensed as incurred e.g. repairs for damage or wear or tear that would have prevented the asset reaching its original estimated useful life, such as day to day servicing.

Minor items of spare parts are charged to the item of plant and expensed to the Comprehensive Income Statement.

Major spare parts and stand-by equipment are recognised as plant and equipment when:

- The expenditure exceeds the asset recognition threshold; and
- The benefits from the item will be for more than one financial year.

5.9 ASSET DISPOSAL / WRITE-OFF

An asset is written-off when destroyed, scrapped, lost, stolen, decommissioned or abandoned and recorded in the Statement of Comprehensive Income. When consideration is received in the form of proceeds or trade-in, the asset is to be disposed in the financial asset register and a gain or loss on sale recognised in the Statement of Comprehensive Income.

If the asset is to be sold, the provisions of *AASB 5 Non-Current Assets Held for Sale and Discontinued Operations* may apply.

The costs of demolition or removal of the old asset can be capitalised as site preparation costs of the new asset only if there is:

- No provision for restoration of the old asset; and
- Prior to demolition a formal Council commitment to demolish and build on the site of the old asset, e.g. Council meeting minute.

If an asset is demolished or removed and there is no formal commitment to rebuild on the site prior to demolition or removal, the costs are to be expensed.

Where an asset is valued at fair value and the costs of demolition or removal have been capitalised as site preparation costs, consideration should be given to impairment tests to ensure the asset value is not overstated.

5.10 NON-CURRENT ASSET REGISTER

A list of all Council's non-current assets, other than those items which are under the asset threshold and treated as an expense, must be recorded in a register which is to be kept by Council. The financial asset register is to record as a minimum:

- Opening and closing balances;
- Capital expenditures;
- Depreciation charges;
- Revaluation increments and decrements;
- Disposals/write-offs;
- Contributed assets and previously unrecognised assets;
- Internal transfers;
- Impairment losses; and
- Relevant dates for all the above transactions.

5.11 DEPRECIATION

Where non-current assets have a limited useful life they must be depreciated in accordance with *AASB 116 Property, Plant and Equipment*. Depreciation is the systematic allocation of the depreciable amount of an asset over its useful life. Depreciation begins when an asset is available for use and ceases at the earlier of:

- The date the asset is classified as held for sale; and
- The date that the asset is derecognised.

Each component will be depreciated separately. The depreciation charge for each period is classified as an expense in the Statement of Comprehensive Income. Depreciation forms part of the cost of operations and contributes directly to Council's net operating result.

The depreciation method used shall reflect the pattern in which the asset's future economic benefits are expected to be consumed by the entity. Council has adopted the straight-line method of depreciation to reflect patterns of consumption for all non-current assets other than land which is not subject to depreciation.

Work in progress cannot be depreciated as the assets are not available for use.

The useful life of an asset is the estimated period over which a depreciable asset is expected to be able to provide future service potential. The estimation of the useful life of the asset is a matter of judgement based on the experience of the entity with similar assets.

5.12 ASSET REVIEW

Asset depreciation rate, remaining useful life and impairment are to be reviewed at least on an annual basis by asset custodians and management to ascertain if any amendments are required.

5.13 VALUATION OF ASSETS

Subsequent to initial recognised, assets are to be measured under either the cost or the revaluation model as required by *AASB 116 Property, Plant and Equipment* and shall apply that policy to an entire class of property, plant and equipment.

Revaluation Model

An item of property, plant and equipment whose fair value can be measured reliably shall be carried at a revalued amount, being its fair value at the date of the revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Cost Model

After recognition as an asset, an item of property, plant and equipment shall be carried at its cost less any accumulated depreciation and any accumulated impairment losses.

Council applies the following valuation methodology across its asset classes:

Asset Class	Valuation Methodology
Land and Site Improvements	Revaluation
Buildings	Revaluation
Plant and Equipment	Cost
Road, Drainage and Bridge Network	Revaluation
Water	Revaluation
Sewerage	Revaluation
Other Infrastructure	Revaluation
Airport	Revaluation

5.14 REVALUATION OF ASSETS

For all assets other than those valued at cost, non-current asset valuations should be reviewed at least once each financial year to ascertain if there has been a material movement in fair value (depreciated replacement cost/market value) since the last financial year.

A full revaluation of all applicable asset classes should be undertaken at least once every three to five years. However, when an asset class has significant and volatile changes in fair value a revaluation should be undertaken on a more frequent basis.

If there has been a material movement of fair value, indices/desktop updates, either supplied by a qualified valuer or internal qualified staff may be applied for the intervening years until a full revaluation is undertaken. There must be sufficient evidence retained that the used is robust, valid and appropriate to the asset class. When reviewing the applicable indices Council staff may take into consideration not applying the index if it is less than a 5 percent variance (greater or lower) than the prior year. If an index is not applied in the prior year the index will then be cumulative.

If an item of property, plant and equipment is revalued, the entire class of property, plant and equipment to which that asset belongs shall be revalued. Complex asset components are measured on the same basis as the assets to which they relate, e.g. building asset class is valued at fair value therefore each building component is valued at fair value.

Accounting for Revaluation

When an asset is revalued, the accumulated depreciation is restated proportionately with the change in the gross carrying amount of the asset and any change in the estimate of the remaining useful life.

Changes in the carrying amount of an asset due to a revaluation are accounted for in accordance with *AASB 116 Property, Plant and Equipment*.

If the carrying amount of a class of assets is increased as a result of a revaluation, the net revaluation increase shall be recognised in other comprehensive income and accumulated in equity under the heading of revaluation surplus. However, the net revaluation increase shall be recognised in profit or loss to the extent that it reverses a net revaluation decrease of the same class of assets previously recognised in profit or loss.

If the carrying amount of a class of assets is decreased as a result of a revaluation, the net revaluation decrease shall be recognised in profit and loss. However, the net revaluation decrease shall be recognised in other comprehensive income to the extent of any credit balance existing in any revaluation surplus in respect of that same class of asset.

The net valuation decrease recognised in other comprehensive income reduces the amount accumulated in equity under the heading of revaluation surplus.

When an asset is disposed of, the amount reported in the asset revaluation surplus in respect of that asset is retained in the asset revaluation surplus and not transferred to retained surplus.

5.15 ASSET IMPAIRMENT

All non-current assets including intangible assets are to be reviewed on an annual basis for indicators of impairment by asset custodians and management.

Where the fair value of the assets exceeds the recoverable amount it is recorded as an impairment loss. The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use. Where assets have been revalued at fair value there should not be any impairment loss as the recoverable amount should be equal to the fair value.

An impairment loss is recognised as an expense in the Statement of Comprehensive Income, except where the asset is at fair value. When there is an impairment loss on a revalued assets the impairment loss is offset against the asset revaluation surplus of the relevant asset class to the extent available. Any remaining loss is then expensed in the Statement of Comprehensive Income.

5.16 MATERIALITY

Materiality plays an essential part in the decision making process and preparation of the financial statements. This is because information contained or omitted from the financial statements can impair its usefulness to users.

Materiality is a concept which requires professional judgement. An omission or misstatement of an item is material if, individually or collectively, it would influence the economic decisions of users of the financial statements or the accountability of management or governing body.

In assessing materiality the size and nature of the omission or misstatement are usually evaluated together. The surrounding circumstances should also be considered.

The preliminary level of materiality can be obtained from the Queensland Audit Office Annual External Audit Plan for Maranoa Regional Council.

6. LEGISLATION

Local Government Act 2009
Local Government Regulation 2012
 Australian Accounting Standards and Interpretations

CARRIED

9/0

Responsible Officer

Operations Manager - Finance

Item Number:

11.5

File Number: D21/52758

SUBJECT HEADING:

RELATED PARTY DISCLOSURES - POLICY

Officer's Title:

Operations Manager - Finance

Executive Summary:

Since 1 July 2016 local governments must disclose related party relationships, transactions and outstanding balances, including commitments, in their annual financial statements.

Related parties include Key Management Personnel (KMP), their close family members and any entities that they control or jointly control. Any transactions with these parties, whether monetary or not, will need to be identified and may need to be disclosed.

Resolution No. OM/07.2021/13

Moved Cr O'Neil

Seconded Cr Ladbrook

That Council adopt the Related Party Disclosure Policy as presented, [and as follows]:

1. PURPOSE

The purpose of this policy is to define parameters for Related Party Transactions and the level of disclosure and reporting required for Council to achieve compliance with the Australian Accounting Standard AASB 124 – Related Party Disclosures.

2. BACKGROUND

Pursuant to Section 177 of the *Local Government Regulation 2012*, a local government's general purpose financial statements must be prepared in compliance with the following documents (each a prescribed accounting standard) published by the Australian Accounting Standards Board (AASB):

- (a) Australian Accounting Standards;
- (b) Statements of Accounting Concepts;
- (c) Interpretations; and
- (d) Framework for the preparation and presentation of financial statements.

The AASB has confirmed that the requirements of AASB 124 'Related Party Disclosures' will apply to local government annual reporting periods beginning 1 July 2016.

The AASB provides that the objective of AASB 124 is to ensure that an entity's financial statements contain the disclosures necessary to draw attention to the possibility that its financial position may have been affected by the existence of related parties and by transactions and outstanding balances, including commitments, with such parties.

3. SCOPE

The basis matter of this guideline is to identify who the related parties of Council are, examining and disclosing related party transactions while adhering to the principles in Maranoa Regional Council's Information Privacy procedure.

Related party transactions include:

- Transfer of resources, services or obligations between a reporting entity and a related party
- Rendering of services
- Settlements of loans, purchase of goods/ services/ property
- Loans
- Equity contributions
- Guarantees
- Commitments
- Transactions that occur on terms and conditions that are different to those offered to the general public

Council will ensure that related party transactions are recorded in a related party register. The related party disclosure note in the Annual Financial Statements will summarise the information from the related party register and financial amounts will be reported as aggregate totals.

In the case that Councillors and staff are affected by a related party transaction, each will be informed by receiving a copy of the intended related party disclosure and will be required to comment or raise any concerns on the transaction.

In any event where the KMP, their close family members and related entities change, KMPs should inform Council by disclosing the changes in the KMP Declaration Form within 30 days of the change.

4. IDENTIFICATION OF KEY MANAGEMENT PERSONNEL

KMP are defined in AASB 124 as those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any Director (whether executive or otherwise) of that entity.

In the context of Maranoa Regional Council, KMP are considered to include:

- (a) Mayor and Councillors;
- (b) Chief Executive Officer;
- (c) Directors.

5. IDENTIFICATION OF RELATED PARTIES

Having regard to the definitions contained in the AASB 124, a related party is a person or entity that is related to Council as outlined below.

Persons considered to be related to Maranoa Regional Council

A person or a close member of that person's family is related to Council if that person:

- (a) Has control or joint control of Maranoa Regional Council;
- (b) Has significant influence over Maranoa Regional Council; or
- (c) Is a member of the KMP of Maranoa Regional Council.

A close member of the family of a person, are those family members who may be expected to influence, or be influenced by, that relevant person in their dealings with Council and include:

- (a) That person's children and spouse or domestic partner;
- (b) Children of that person's spouse or domestic partner; and
- (c) Dependents of that person or that person's spouse or domestic partner.

Practical Examples of Related Persons

Below are some practical examples of possible related persons to Council:

- The children of a member of Maranoa Regional Council's KMP.
- The spouse or domestic partner of a member of Maranoa Regional Council's KMP.
- The children of a spouse or domestic partner of a member of Maranoa Regional Council's KMP.

Entities considered to be related to Maranoa Regional Council

An entity is considered related to Council if any of the following conditions applies:

- (a) The entity and Maranoa Regional Council are members of the same corporate group (which means that each parent, subsidiary and fellow subsidiary is related to the others).
- (b) One entity is an associate or joint venture of the other entity (or an associate or joint venture of a member of a group of which the other entity is a member).
- (c) Both entities are joint ventures of the same third party.
- (d) One entity is a joint venture of a third entity and the other entity is an associate of the third entity.
- (e) The entity is a post-employment benefit plan for the benefit of employees of either Maranoa Regional Council or an entity related to Maranoa Regional Council.
- (f) The entity is controlled or jointly controlled by a person related to Maranoa Regional Council (outlined above).
- (g) A person who has control or joint control of Maranoa Regional Council has significant influence over the relevant entity or is a member of the KMP of the entity.
- (h) The entity, or any member of the group of which it is a part, provides KMP services to Maranoa Regional Council.

Practical Examples of Related Entities

Below are some practical examples of possible related entities to Council:

- A company, which is controlled or jointly controlled by a member of Maranoa Regional Council's KMP.
- A company, which is controlled or jointly controlled by a close family member of Maranoa Regional Council's KMP.
- A subsidiary company of Maranoa Regional Council.

6. REQUIRED DISCLOSURES

AASB 124 provides that Council must disclose the following financial information in the financial statements for each financial year period.

Disclosure of relationship between Maranoa Regional Council and its subsidiaries

Council must disclose in the annual financial statements its relationship with any subsidiaries (where applicable), whether or not there have been transactions within the relevant reporting period.

KMP Compensation Disclosures

Council must disclose in the annual financial statements KMP compensation (as defined in definitions) in total and for each of the following categories:

- Short-term employee benefits;
- Post-employment benefits;
- Other long-term benefits;
- Termination benefits; and
- Share-based payments.

Related Party Transactions Disclosures

A related party transaction is a transfer of resources, services or obligations between Council and a related party, regardless of whether a price is charged. Such transactions may include:

- Purchase or sale of goods;
- Purchase or sale of property and other assets;
- Rendering or receiving services;
- Leases;
- Quotations and/or tenders;
- Transfers of research and development;
- Transfers under finance arrangements (including loans and equity contributions in cash);
- Provisions of guarantees or collateral;
- Commitments; and
- Settlements of liabilities on behalf of Maranoa Regional Council or by Maranoa Regional Council on behalf of the related party.

Council must disclose all material and significant related party transactions in the annual financial statements and include the following details:

- (i) The nature of the related party relationship; and
- (ii) Relevant information about the transactions including:
 - a. The amount of the transaction;
 - b. The amount of outstanding balances, including commitments, and:
 - i. Their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in the settlement; and
 - ii. Details of any guarantee given or received;
 - c. Provision for doubtful debts related to the amount of outstanding balances; and
 - d. The expense recognised during the period in respect of bad or doubtful debts due from related parties.

The following matters must be considered in determining the materiality and significance of any related party transactions:

- (i) Significance of transaction in terms of size;
- (ii) Whether the transaction was carried out on non-market terms;
- (iii) Whether the transaction is outside normal day-to-day business operations, such as the purchase and sale of assets;
- (iv) Whether the transaction is disclosed to regulatory or supervisory authorities; and
- (v) Whether the transaction was subject to Council approval.

Regard must also be given for transactions that are collectively, but not individually significant. Disclosures that related party transactions were made on terms equivalent to those that prevail in arm's length transactions can only be made if such terms can be substantiated.

All non-exempt transactions involving related parties will be captured and reviewed to determine materiality or otherwise of such transactions, and to determine the significance of such transactions.

Practical Examples of Transactions to be disclosed

Below are some practical examples of transactions, which may be considered to be disclosed:

- A KMP of Maranoa Regional Council is the Director of a company, which provided services to Maranoa Regional Council during the relevant period.
- A KMP of Maranoa Regional Council is a Director of an entity, which Maranoa Regional Council paid a membership fee to for the relevant period.

7. EXEMPT RELATED PARTY TRANSACTIONS

Related party transactions are not required to be disclosed in situations where a similar transaction would be applicable to the community generally and on similar terms. For example, the payment of rates by a KMP or the payment of a fee by a KMP to use a Maranoa library, would be an exempt related party transaction.

8. ROLES AND RESPONSIBILITIES

A requirement for Councillors to update their register of interests in accordance with the *Local Government Act 2009* exists under section 171B. The section outlines the requirements as follows:

This section applies if—

- (a) *a councillor has an interest that must be recorded in a register of interests under a regulation in relation to the councillor or a person who is related to the councillor; or*
 - (b) *there is a change to an interest recorded in a register of interests under a regulation in relation to a councillor or a person who is related to a councillor.*
- (2) *The councillor must, in the approved form, inform the chief executive officer of the particulars of the interest or the change to the interest within 30 days after the interest arises or the change happens.*

Maximum penalty—

- (a) *if the councillor fails to comply with subsection (2) intentionally— 100 penalty units; or*
- (b) *otherwise—85 penalty units.*

(3) *For subsection*

(1), a person is related to a councillor if—

- (a) *the person is the councillor's spouse; or*
- (b) *the person is totally or substantially dependent on the councillor and— the person is the councillor's child; or*
the person's affairs are so closely connected with the affairs of the councillor that a benefit derived by the person, or a substantial part of it, could pass to the councillor.

A requirement for KMP to update their register of interests in accordance with the *Local Government Regulation 2012* exists under section 292.

In addition KMP are required to complete the annual declaration listing stating the close family members who may influence or have influence in their dealings with Maranoa Regional Council and any entities that are controlled by the listed family members.

Council's Operations Manager, Finance will identify and record all relevant related party transactions in the related party register. Subsequent to assessing the information in the related party register this information will be summarised in the related party disclosure note to the annual financial statements.

9. ORDINARY CITIZEN TRANSACTIONS (OCTS)

These are transactions undertaken by an ordinary citizen with Maranoa Regional Council on the same conditions as every other ratepayer. Examples of the transactions are: utility charges, paying rates and fines. Infrastructure charges and purchase of goods are seen by the Department of Infrastructure, Local Government and Planning as not inclusive as OCTs.

10. RECORDING RELATED PARTIES, RELATED PARTY TRANSACTIONS AND ORDINARY CITIZEN TRANSACTIONS

Management of Maranoa Regional Council will implement a suitable system to identify, record and monitor related party transactions, relationships and entities. The collected information is to be provided to Council's external auditors. This system and the Policy should be reviewed bi-annually. In conjunction with the system and Policy, the Register of Interests should also be considered in assisting with identifying and updating existing or new related party information.

11. DEFINITIONS

AASB – means the Australian Accounting Standards Board.

Annual Financial Statements – means the financial reports based on a 12- month consecutive time period. It includes a cash flow statement and a balance sheet.

Entity – can include a body corporate, a partnership or a trust, incorporated association, or unincorporated group or body.

Key Management Personnel (KMP) – (see also section 5 of this guideline) is defined in the *Local Government Regulation 2012* to include Councillors, the Chief Executive Officer and Senior Executive Employees. Further defined in AASB 124 – Related Party Disclosures are “those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any Director (whether executive or otherwise) of that entity”. For the purpose of this guideline, key management personnel will be aligned with the definition within the *Local Government Regulation 2012*.

KMP Compensation – includes all forms of consideration paid, payable or provided by Maranoa Regional Council in exchange for services provided, and includes:

1. Short-term employee benefits, such as wages, salaries and social security contributions, paid annual leave and paid sick leave, profit sharing and bonuses (if payable within twelve months of the end of the period) and non-monetary benefits (such as medical care, housing, cars and free and subsidised goods or services) for current employees;
2. Post-employment benefits such as pensions, other retirement benefits, post-employment life insurance and post-employment medical care;
3. Other long-term employee benefits, including long-service leave or sabbatical leave, jubilee or other long-service benefits, long-term disability benefits and, if they are not payable wholly within twelve months after the end of the period, profit sharing, bonuses and deferred compensation;
4. Termination benefits; and
5. Share-based payment.

Material (materiality) – means the assessment of whether the transaction, either individually or in aggregate with other transactions, by omitting it or misstating it could influence decisions that users make on the basis an entity’s financial statements. For the purpose of this guideline, it is not considered appropriate to set either a dollar value or a percentage value to determine materiality.

Ordinary Citizen Transactions (OCTs) – means transactions that any ordinary citizen would undertake with council such as: utility charges, paying rates and fines on normal everyday terms and conditions.

Register of Interests – means a register of Councils shareholdings; financial and non-financial interest including interests of close family members.

Related Party – is an affiliate; an employee; members of the immediate family of an employee; and persons having a controlling influence on controlled entities.

Related Party Transaction – is a transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.

Significant (significance) – means likely to influence the decisions that users of the Council’s financial statements make having regard to both the extent (value and frequency) of the transactions, and that the transactions have occurred between the Council and related party outside a public service provider/taxpayer relationship.

12. RELATED POLICES AND LEGISLATION

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- Australian Accounting Standards and interpretations
- *Information Privacy Act 2009*

13. REVIEW

This policy will be reviewed when any of the following occur:

- (a) The related documents are amended or replaced
 - (b) Other circumstances as determined from time to time by a resolution of Council.
- Notwithstanding the above, this policy is to be reviewed at intervals of no more than 2 years.

CARRIED

9/0

Responsible Officer

Operations Manager - Finance

Declaration of Interest

Item	12.1
Description	Tender 21019 – Adding New Suppliers to the Register of Pre-Qualified Suppliers for Wet Hire of Equipment
Declaring Councillor	Cr Geoff McMullen
Person with the interest Related party / close associate / other relationship	Roma Earth Moving Pty Ltd
Particulars of the interest	I have a business arrangement with Roma Earth Moving, I agist with cattle on their paddock.
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Declaration of Interest

Item	12.1
Description	Tender 21019 – Adding New Suppliers to the Register of Pre-Qualified Suppliers for Wet Hire of Equipment
Declaring Councillor	Cr Johanne Hancock
Person with the interest Related party / close associate / other relationship	SK & LC Hancock (Brother and Sister in law)
Particulars of the interest	SK & LC Hancock have put in a tender submission for Register for Pre-qualified Suppliers for Wet Hire of Equipment
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Councillors Hancock and McMullen left the room at 11.26am.

INFRASTRUCTURE SERVICES

Item Number: 12.1 **File Number:** D21/51590

SUBJECT HEADING: TENDER 21019 - ADDING NEW SUPPLIERS TO THE REGISTER OF PRE-QUALIFIED SUPPLIERS FOR WET HIRE OF EQUIPMENT

Officer's Title: Manager - Procurement & Plant

Executive Summary:

This report summarises the evaluation process undertaken to add suppliers to the Register of Pre-Qualified Suppliers for Wet Hire of Equipment through Tender 21019. The tender period opened on 10 March 2021 with a closing date of 5 April 2021. Responses were reviewed by an evaluation panel and the report is submitted for Council's consideration.

Resolution No. OM/07.2021/14

Moved Cr Birkett

Seconded Cr Edwards

That:

- Council approve the addition of suppliers to the Register of Pre-Qualified Suppliers for Wet Hire of Equipment established in accordance with s232 of the *Local Government Regulation 2012* under the proposed sub-panels (under the headings below).**

2. Pre-qualification (for the mentioned businesses) remain current until the 30 November 2021.
3. Council authorise the Chief Executive Officer (or delegate) to enter into a Deed of Agreement with the selected tenderers formalising the terms and conditions detailed in the draft agreement.

Suppliers/ Panels	Local Content Rating
Dozers	
RCC & VA Humphries	5 Star
Excavator Tracked	
RTC Contracting Pty Ltd T/A Procrew	0 Star
Graders	
SK & LC Hancock	5 Star
Haulage – End Tippers	
RTC Contracting Pty Ltd T/A Procrew	0 Star
RCC & VA Humphries	5 Star
Haulage – Flat Tops/Drop Decks	
SK & LC Hancock	5 Star
Haulage – Side Tippers	
Rylor Logistics Pty Ltd	5 Star
Haulage – Water Tanker	
Hamil Contracting	5 Star
Haulage – Body Water Truck	
Rylor Logistics Pty Ltd	5 Star
Loaders – Skid Steer (Tracked)	
RTC Contracting Pty Ltd	0 Star
Trucks – Prime Movers	
Hamil Contracting	5 Star
RCC VA Humphries	5 Star
Rylor Logistics Pty Ltd	5 Star
SK & LC Hancock	5 Star

4. Council approve the addition of equipment to sub-panels by the following suppliers to the Register of Pre-Qualified Suppliers for Wet Hire of Equipment established in accordance with s232 of the *Local Government Regulation 2012*.

Suppliers/ Panels	Local Content Rating
Haulage – Side Tippers	
D & R Water Haulage	5 Star
Haulage – Water Tanker	
D & R Water & Haulage	5 Star
Spreaders	
G & R Brown & Sons Pty Ltd	0 Star
Trucks – Prime Movers	
D & R Water & Haulage	5 Star

CARRIED

7/0

Responsible Officer

Manager - Procurement & Plant

Section 150F A (2)(e) of the *Local Government Act 2009*

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Wayne (George) Ladbrook, Cr. Cameron O'Neil, Cr. Wendy Taylor.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

At cessation of discussion and decision on the abovementioned item, Councillors Hancock and McMullen returned to the meeting at 11.27am.

Item Number: 12.2 **File Number:** D21/51812

SUBJECT HEADING: ROAD NAME REVIEW - MAY STREET, WALLUMBILLA

Officer's Title: Deputy Director / Strategic Road Management

Executive Summary:

Council received a request raising concerns with the current road naming of the western portion of May Street, Wallumbilla.

The request cites issues with the current arrangement causing confusion for service providers and emergency services attending to properties on the western-most section of May Street. It is believed that these issues have been compounded with the closure of the May Street bridge.

A detailed review of May Street has been completed, with the following report being presented to Council for consideration.

Resolution No. OM/07.2021/15

Moved Cr O'Neil

Seconded Cr Taylor

That Council:

1. Undertake community consultation with residents along the western end of May Street to canvas their views on potentially renaming the section of roads adjacent to their property from May Street to Blue Hills Road.
2. Write to the Wallumbilla Town Improvement Group to canvas the group's views on potentially renaming the western portion of May Street to Blue Hills Road.
3. Distribute an unaddressed mail [out] to the Wallumbilla town post boxes and surrounds asking for feedback on potentially renaming the section of roads from May Street to Blue Hills Road.
4. Be presented with a subsequent report on the matter following consultation as outlined in Points 1, 2 and 3 above.

[Cr O'Neil amended point 3 to better clarify the intent following further discussion with Councillors].

CARRIED

9/0

Responsible Officer

Deputy Director / Strategic Road Management

Declaration of Interest

Item	13.1
Description	Approval for use of the Mitchell Memorial Park and Rotary Park from Booringa Action Group for Fire & Water Festival
Declaring Councillor	Cr John Birkett
Person with the interest Related party / close associate / other relationship	Myself
Particulars of the interest	I am the President of the Mitchell RSL & Combined Sports Club. It is listed in the report, the suggestion that [<i>Booringa Action Group</i>] (BAG) seek the views of Mitchell RSL & Combined Sports Club for the use of the RSL Complex.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr Birkett left the meeting at 11.35am.

DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES

Item Number: 13.1 **File Number:** D21/45514

SUBJECT HEADING: APPROVAL FOR USE OF THE MITCHELL MEMORIAL PARK AND ROTARY PARK FROM BOORINGA ACTION GROUP FOR FIRE & WATER FESTIVAL

Officer's Title: Customer & Library Services Officer

Executive Summary:

Booringa Action Group (BAG) is planning the Fire & Water Festival to be held in Mitchell on 16 – 18 September 2021. They have requested the use of 10 tables and 100 chairs and have asked permission for the use of the Rotary Park located at the Neil Turner Weir and Mitchell Memorial Park.

In accordance with Council's Community Grants and Non-Financial Assistance Policy 2020, there will be no fees levied by Council for the matters raised, however this report served to alert Council to the request and flag September 16 to 18 as important dates on the Mitchell calendar.

Resolution No. OM/07.2021/16

Moved Cr McMullen

Seconded Cr Guthrie

That Council:

1. Approve the exclusive use of Rotary Park on 17 September 2021 and Mitchell Memorial Park on 18 September 2021.
2. Agree to the Hire and delivery of 10 tables and 100 chairs.
3. Support the WORK Camp application to set up and pack up over the three days of the festival.
4. Recommend Booringa Action Group (BAG) seek permission from Mitchell Combined Sports Club for the use of the RSL Complex 18 September 2021

CARRIED

8/0

Responsible Officer

Customer & Library Services Officer

Section 150F A (2)(e) of the Local Government Act 2009

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Geoff McMullen, Cr. Cameron O’Neil, Cr. Wendy Taylor.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

At cessation of discussion and decision on the abovementioned item, Cr. Birkett returned to the meeting at 11.36am.

Item Number: 13.2 **File Number:** D21/47121

SUBJECT HEADING: GRAZING AGREEMENT - POLICE PADDOCK, DARGAL ROAD - ROMA

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

Executive Summary:

The Police Paddock at Dargal Road, Roma has been sub-divided into several different sized paddocks suitable for keeping and grazing horses.

Council recently advertised a grazing licence over four (4) of these paddocks by way of expression of interest. The Expression of Interest returned a total of four (4) responses. Council was asked to consider entering into an agreement for each of these paddocks for the next two (2) years.

Resolution No. OM/07.2021/17

Moved Cr McMullen

Seconded Cr Ladbrook

That Council:

1. Enter into an agreement with Kate Ryan for the grazing rights for paddock 4 in Dargal Road Roma.
2. Enter into an agreement with Shaun Ahern for the grazing rights for paddock 5 in Dargal Road Roma.
3. Enter into an agreement with Dama Howard for the grazing rights for paddock 7 in Dargal Road Roma.
4. Enter into an agreement with Leanne Plath for the grazing rights for paddock 8 in Dargal Road Roma.
5. Delegate authority to the Chief Executive Officer to enter into final negotiations with each successful applicant and execute the respective agreements with the term of the licence to be 2 years, at a cost of \$250 each quarter.

CARRIED

9/0

Responsible Officer

Council Buildings & Structures Maintenance Officer / Team Coordination

Item Number: 13.3 **File Number:** D21/47411

SUBJECT HEADING: PRACTICAL ACCESS TO OLD ROMA CEMETERY

Officer's Title: Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

At its Ordinary meeting on 24 March 2021, Council resolved to investigate achieving practical access to the former Roma Cemetery located on Lot 355 on CP WV1915.

Resolution No. OM/07.2021/18	
Moved Cr Hancock	Seconded Cr O'Neil
That Council note the officer's report as presented.	
CARRIED	9/0

Responsible Officer	Manager - Facilities (Land, Buildings & Structures)
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Declaration of Interest

Item	13.4
Description	Request from Roma Show Society – Bassett Park Roma
Declaring Councillor	Cr Wayne (George) Ladbrook
Person with the interest/ Related party / close associate / other relationship	Entity - Roma Show Society My wife (Alanah Ladbrook) Entity – Roma Turf Club
Particulars of the interest	My wife (Alanah Ladbrook) is an executive member of the Roma Show Society. The Roma Show Society is the organisation seeking Council's support in this matter. I am a committee member of the Roma Turf Club which uses the facility referenced in the report.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr Ladbrook left the meeting at 11.41am.

Item Number: 13.4 **File Number:** D21/47769

SUBJECT HEADING: REQUEST FROM ROMA SHOW SOCIETY - BASSETT PARK ROMA

Officer's Title: Support Officer - Facilities

Executive Summary:

Council received correspondence from the Roma Show Society seeking Council's support for upgrades at Bassett Park, Roma.

Resolution No. OM/07.2021/19

Moved Cr McMullen

Seconded Cr Hancock

That Council:

1. Complete the identified minor repairs to the fashion parade building and Roma Show Society storage room, with works to be funded from the Bassett Park maintenance budget.
2. Consider funding identified works on the grandstand box gutter and roller doors in the first quarter review.
3. Continue discussions with the Roma Show Society in regard to repainting under the grandstand.
4. Approve the Roma Show Society to undertake the planned upgrade of the tie-up stalls, in consultation with the Roma Turf Club and Bassett Park staff.
5. At a future Ordinary meeting, consider a report on the development of a new multi-purpose pavilion at Bassett Park.
6. Advise the Roma Show Society of Council's decision.

CARRIED

8/0

Responsible Officer	Support Officer - Facilities
<p>Section 150F A (2)(e) of the <i>Local Government Act 2009</i> For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.</p> <p>Name of each eligible councillor who voted on the matter: Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Geoff McMullen, Cr. Cameron O'Neil, Cr. Wendy Taylor.</p> <p>How each eligible councillors voted: Each councillor voted in favour of the motion.</p>	

At cessation of discussion and decision on the abovementioned item, Cr Ladbrook returned to the meeting at 11.45am.

Item Number:

13.5

File Number: D21/50158

SUBJECT HEADING:

INSTALLATION OF DEFIBRILLATOR AT SENIOR CITIZENS CENTRE ROMA

Officer's Title:

Council Buildings & Structures Maintenance Officer / Team Coordination

Executive Summary:

The Roma Local Ambulance Committee is offering to donate an Automatic External Defibrillator to be placed in the Roma Senior Citizens Centre. Council would be responsible for the ongoing ownership and maintenance of the defibrillator.

Resolution No. OM/07.2021/20

Moved Cr Birkett

Seconded Cr Edwards

That Council:

1. **Accept Roma Local Ambulance Committee's offer to donate an Automatic External Defibrillator to the Roma Senior Citizens Centre.**
2. **Enter an agreement with the Roma Senior Citizens regarding placement of the automatic external defibrillator at the Roma Senior Citizens Centre with Council to be responsible for ongoing maintenance of the unit.**
3. **Authorise its Chief Executive Officer (or delegate) to sign the agreement with Roma Senior Citizens.**

CARRIED

9/0

Responsible Officer

Council Buildings & Structures Maintenance Officer / Team Coordination

Item Number:

13.6

File Number: D21/50280

SUBJECT HEADING:

QUEENSLAND GOVERNMENT AGENCY PROGRAM (QGAP)_LEAD AGENCY AGREEMENT 2021-2023 SURAT & INJUNE

Officer's Title:

Lead Librarian

Executive Summary:

Following the review undertaken by Smart Service Qld of the Queensland Government Agent Program (QGAP), a new Lead Agency Agreement, for the provision of Lead Agency Services to the Injune and Surat communities for the 2021-2023 period, has been received for review and signing.

The term of the current agreement expired on 30th June 2021.

Resolution No. OM/07.2021/21

Moved Cr Hancock

Seconded Cr Birkett

That Council:

1. **Endorse the 2021 - 2023 Lead Agency Agreement with Smart Service Queensland for Surat & Injune.**
2. **Authorise the Chief Executive Officer (CEO) to sign the agreement.**

CARRIED

9/0

Responsible Officer

Lead Librarian

Item Number: 13.7 **File Number:** D21/51149

SUBJECT HEADING: REQUEST FOR CONSENT TO CONSTRUCT DAY YARDS AT MARANOA HORSE AND PONY CLUB - MITCHELL

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

Executive Summary:

Council received correspondence from the Maranoa Horse and Pony Club, requesting Council's consent to the club replacing fencing and installing day yards at their grounds.

Resolution No. OM/07.2021/22

Moved Cr McMullen

Seconded Cr Ladbrook

That Council as the owner of Lot 127 on SP203119 offer its consent for the Maranoa Horse and Pony Club to proceed with replacing fencing and installing day yards on the following conditions:

- All installations are compliant with any relevant building legislation and consideration is made to ensure that the upgrades are safe;
- The "Electricity Entity Requirements: Working Near Overhead and Underground Electric Lines" documentation is observed and all required clearances are adhered to.

CARRIED

9/0

Responsible Officer

Council Buildings & Structures Maintenance Officer / Team Coordination

COUNCILLOR BUSINESS

Item Number: 16.1 **File Number:** D21/52695

SUBJECT HEADING: COMMERCIAL LAND IN MITCHELL

Councillor's Title: Cr. Tyson Golder

Executive Summary:

Proposal for Council to investigate available commercial and industrial land in Mitchell (currently known and what could potentially be made available in the Mitchell area).

Resolution No. OM/07.2021/23

Moved Cr Golder

Seconded Cr Birkett

That a report be prepared for an upcoming Council meeting.

CARRIED

6/3

Cr. Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Birkett	Cr. Hancock
Cr. Edwards	Cr. O'Neil
Cr. Golder	Cr. Taylor
Cr. Guthrie	
Cr. Ladbrook	
Cr. McMullen	

Responsible Officer	Manager – Facilities (Land, Buildings & Structures)
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LATE ITEMS

Item Number: L.1 **File Number:** D21/3956

SUBJECT HEADING: ANNUAL REVIEW OF DELEGATION OF COUNCIL POWERS TO THE POSITION OF CHIEF EXECUTIVE OFFICER

Officer's Title: Governance Officer

Executive Summary:

Pursuant to section 257(4) of the Local Government Act 2009, Council's Delegations to the Chief Executive Officer are required to be reviewed annually. It should be noted that in addition to this annual review, delegations are reviewed and updated according to changes in State Government Legislation as they occur throughout the year.

This report proposed to Council that the current delegation of Council powers under State Legislation and Local Laws to the position of Chief Executive Officer remain unchanged.

Resolution No. OM/07.2021/24

Moved Cr Hancock

Seconded Cr Taylor

That Council:

1. Confirms the annual review of the delegations to the Chief Executive Officer pursuant to section 257(4) of the *Local Government Act 2009*; and
2. Confirms that the current delegations (contained in Schedule 1 of the Instruments of Delegation attached to this officer's report) to the Chief Executive Officer for the following legislation and local laws will remain unchanged from this review, as listed:

Legislation / Local Law	Resolution Number and Date
<input type="checkbox"/> Aboriginal Cultural Heritage Act 2003	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Animal Care and Protection Act 2001	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Animal Management (Cats and Dogs) Act 2008	GM/11.2017/06 8 November 2017
<input type="checkbox"/> Biosecurity Act 2014	GM/12.2017/83 13 December 2017
<input type="checkbox"/> Biosecurity Regulation 2016	GM/06.2019/06 12 June 2019
<input type="checkbox"/> Body Corporate and Community Management (Accommodation Module) Regulation 2008	GM/06.2016/39 22 June 2016

<input type="checkbox"/> Body Corporate and Community Management (Commercial Module) Regulation 2008	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Body Corporate and Community Management (Small Schemes Module) Regulation 2008	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Body Corporate and Community Management (Standard Module) Regulation 2008	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Body Corporate and Community Management Act 1997	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Building Act 1975	GM/02.2018/51 28 February 2018
<input type="checkbox"/> Building Units and Group Titles Act 1980	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Disaster Management Act 2003 (Qld) (DIMA)	OM/07.2020/07 8 July 2020
<input type="checkbox"/> Disaster Management Regulation 2014	GM/11.2016/36 20 January 2016
<input type="checkbox"/> Environmental Protection (Water) Policy Act 2009	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Environmental Protection Act 1994	GM/02.2019/05 13 February 2019
<input type="checkbox"/> Environmental Protection Regulation 2019 (ENPR)	GM/12.2019/04 11 December 2019
<input type="checkbox"/> Fire and Emergency Services Act 1994	GM/07.2015/39 22 July 2015
<input type="checkbox"/> Food Act 2006	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Food Production (Safety) Act 2000	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Gas Supply Act 2003	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Gas Supply Regulation 2007	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Health (Drugs and Poisons) Regulation 1996	GM/12.2015/04 9 December 2015
<input type="checkbox"/> Housing Act 2003	GM/12.2014/09 10 December 2014
<input type="checkbox"/> Housing Regulation 2015	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Information Privacy Act 2009	GM/07.2018/51 26 July 2018
<input type="checkbox"/> Land Act 1994 (Qld) (LANA)	OM/09.2020/59 23 September 2020
<input type="checkbox"/> Land Title Act 1994	GM/07.2018/50 26 July 2018
<input type="checkbox"/> Local Government Act 2009	GM/05.2019/34 22 May 2019
<input type="checkbox"/> Local Government Regulation 2012	OM/02.2021/70 24 February 2021
<input type="checkbox"/> Mineral Resources Act 1989 (MIRA)	OM/09.2020/60 23 September 2020
<input type="checkbox"/> Neighbourhood Disputes (Dividing Fences and Trees) Act 2011	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Peaceful Assembly Act 1992	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Planning Act 2016	GM/05.2019/33 22 May 2019

<input type="checkbox"/> Planning Act 2016 – Development Assessment Rules	GM/12.2017/82 13 December 2017
<input type="checkbox"/> Planning Regulation 2017	GM/05.2019/35 22 May 2019
<input type="checkbox"/> Plumbing and Drainage Act 2018	GM/07.2019/13 10 July 2019
<input type="checkbox"/> Plumbing and Drainage Regulation 2019	GM/07.2019/12 10 July 2019
<input type="checkbox"/> Prostitution Act 1999	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Public Health (ICPAS) Act 2003	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Public Health Act 2005	GM/06.2019/07 12 June 2019
<input type="checkbox"/> Public Health Regulation 2005	GM/06.2016/09 12 June 2019
<input type="checkbox"/> Public Records Act 2002	GM/11.2015/51 25 November 2015
<input type="checkbox"/> Queensland Heritage Act 1992	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Residential Services (Accreditation) Act 2002	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Residential Tenancies and Rooming Accommodation Act 2008	GM/01.2015/06 21 January 2015
<input type="checkbox"/> Residential Tenancies and Rooming Accommodation Regulation 2009	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Right to Information Act 2009	GM/06.2019/89 26 June 2019
<input type="checkbox"/> State Penalties Enforcement Act 1999	GM/06.2019/90 26 June 2019
<input type="checkbox"/> Stock Act 1915	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Stock Route Management Act 2002	GM/07.2018/52 26 July 2018
<input type="checkbox"/> Tattoo Industry Act 2013	GM/07.2018/06 11 July 2018
<input type="checkbox"/> Tobacco and Other Smoking Products Act 1998	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Transport Infrastructure Act 1994	GM.334.12 26 October 2012
<input type="checkbox"/> Transport Operations (Road Use Management – Road Rules) Regulation 2009	GM/03.2015/04 11 March 2015
<input type="checkbox"/> Transport Operations (Road Use Management) Act 1995	GM.334.12 26 October 2012
<input type="checkbox"/> Waste Reduction and Recycling Act 2011	GM/07.2019/14 10 July 2019
<input type="checkbox"/> Waste Reduction and Recycling Regulation 2011	GM/07.2019/15 10 July 2019
<input type="checkbox"/> Water Act 2000	GM/06.2019/08 12 June 2019
<input type="checkbox"/> Water Regulation 2016	OM/07.2020/08 8 July 2020
<input type="checkbox"/> Water Supply (Safety and Reliability) Act 2008	GM/01.2018/05 24 January 2018
<input type="checkbox"/> Work Health and Safety Act 2011	GM/02.2018/49 28 February 2018

<input type="checkbox"/> Local Law No. 1 (Administration) 2011	GM/08.2014/46 27 August 2014
<input type="checkbox"/> Subordinate Local Law No.1.1 (Alteration or Improvement to Local Government Controlled Areas and Roads) 2011	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Subordinate Local Law No. 1.12 (Operation of Temporary Entertainment Events) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 1.13 (Undertaking Regulated Activities regarding Human Remains) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 1.15 (Carrying Out Works on a Road or Interfering with a Road or its Operation) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 1.16 (Gates and Grids) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 1.17 (Sale or Consignment of Stock at a Saleyard) 2011	GM/10.2014/05 8 October 2014
<input type="checkbox"/> Subordinate Local Law No. 1.18 (Use of a Vehicle on an Airside Area) 2011	GM/09.2014/55 24 September 2014
<input type="checkbox"/> Subordinate Local Law No. 1.2 (Commercial Use of Local Government Controlled Areas and Roads) 2011	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Subordinate Local Law No. 1.3 (Establishment or Occupation of a Temporary Home) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 1.4 (Installation of Advertising Devices) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 1.5 (Keeping of Animals) 2011	GM/12.2014/06 10 December 2014
<input type="checkbox"/> Subordinate Local Law No. 1.6 (Operation of Camping Grounds) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 1.8 (Operation of Caravan Parks) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Local Law No. 2 (Animal Management) 2011	GM/12.2014/07 10 December 2014
<input type="checkbox"/> Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Local Law No. 6 (Operation of Saleyards) 2011	GM/10.2014/04 8 October 2014
<input type="checkbox"/> Local Law No. 7 (Aerodromes) 2011	GM/09.2014/54 24 September 2014
CARRIED	9/0

Responsible Officer	Governance Officer
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Declaration of Interest

Item	L.2
Description	Annual Show (Public) Holidays for 2022
Declaring Councillor	Cr Johanne Hancock
Person with interest Related party / close associate / other relationship	Steven Hancock (Brother in law)
Particulars of the interest	Steven Hancock is the President of the Mitchell Show Society, and his opinion has been recorded in the report regarding Mitchell's Public Holiday.

Type of conflict	Declarable conflict of interest
Action	Although I have a declarable conflict of interest, I do not believe a reasonable person could have a perception of bias. Therefore, I will choose to remain in the meeting. However, I will respect the decision of the meeting on whether I can remain and participate in the decision.

Resolution No. OM/07.2021/25	
Moved Cr Taylor	Seconded Cr Guthrie
That it is in the public interest that Councillor Hancock participates and votes on agenda item L.2 because a reasonable person would trust that the decision is made in the public interest.	
CARRIED	8/0

Responsible Officer	Lead Officer – Elected Members & Community Engagement
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Declaration of Interest

Item	L.2
Description	Annual Show (Public) Holidays for 2022
Declaring Councillor	Cr Wayne (George) Ladbrook
Person with interest Related party / close associate / other relationship	Entity - Roma Show Society My wife (Alanah Ladbrook) is an executive member of the Roma Show Society.
Particulars of the interest	The Roma Show Society is the organisation that hosts and organises the Roma Show over a 2 day period, which includes the public holiday for Roma.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr Ladbrook left the meeting at 11.56am.

Item Number: L.2 **File Number:** D21/51685

SUBJECT HEADING: ANNUAL SHOW (PUBLIC) HOLIDAYS FOR 2022

Officer's Title: Human Resources & Training Advisor

Executive Summary:

The Office of Industrial Relations has invited Maranoa Regional Council to submit nominations for the show (public) holidays for 2022.

The 2022 Roma Agricultural Show is scheduled for Friday 6 and Saturday 7 May 2022 and the 2022 Mitchell Agricultural Show is scheduled for Monday 9 and Tuesday 10 May 2022.

Resolution No. OM/07.2021/26	
Moved Cr O'Neil	Seconded Cr Birkett
That the Chief Executive Officer make application for Ministerial approval for the following special holidays:	
<ul style="list-style-type: none"> • Friday 6 May 2022 for the 2022 Roma Annual Show Holiday; and • Tuesday 10 May 2022 for the 2022 Mitchell Annual Show Holiday. 	
CARRIED	8/0

Responsible Officer	Human Resources & Training Advisor
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Section 150F A (2)(e) of the Local Government Act 2009

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Geoff McMullen, Cr. Cameron O'Neil, Cr. Wendy Taylor.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

Resolution No. OM/07.2021/27

Moved Cr Golder

Seconded Cr Birkett

That Council write to the three (3) shows in the Maranoa and ask them for Expressions of Interest for in-kind support that can help with Council's in-kind support about people power and plant in which to help take the burden off volunteers and to deliver successful shows in 2022.

NO VOTE TAKEN

No vote was taken on the draft motion, and Cr Hancock indicated that she now had a conflict on the draft motion put forward by the Mayor.

Declaration of Interest

Item	L.2 (a)
Description	Preliminary Consultation with Maranoa Show Societies – Potential additional In-kind assistance
Declaring Councillor	Cr Johanne Hancock
Person with interest Related party / close associate / other relationship	Steven Hancock (Brother in law)
Particulars of the interest	Steven Hancock is the President of the Mitchell Show Society, and his opinion will be sought.
Type of conflict	Declarable conflict of interest
Action	Leave the room

Cr O'Neil indicated that Cr Ladbrook needed to return to the meeting to be present for declarations of interest.

Cr Ladbrook returned to the meeting at 12.00pm.

Council discussed the need to add a new agenda item, as the draft motion put forward by the Mayor was not related to the matter (L.2) on the agenda.

Resolution No. OM/07.2021/28

Moved Cr Golder

Seconded Cr O'Neil

That this goes on the agenda and be dealt with next [L.2(a)].

CARRIED

9/0

Responsible Officer

Lead Officer – Elected Members & Community Engagement

Declaration of Interest

Item	L.2(a)
Description	Preliminary Consultation with Maranoa Show Societies – Potential additional In-kind assistance
Declaring Councillor	Cr Wayne (George) Ladbrook
Person with interest Related party / close associate / other relationship	Entity - Roma Show Society My wife (Alanah Ladbrook) is an executive member of the Roma Show Society.
Particulars of the interest	The Roma Show Society is the organisation that hosts and organises the Roma Show and will be approached for feedback.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Councillors Hancock and Ladbrook then left the meeting at 12.05pm.

LATE VERBAL ITEM

Item Number:

L.2 (a)

File Number: N/A

SUBJECT HEADING:

CONSULTATION WITH SHOW SOCIETIES IN THE MARANOA REGARDING IN-KIND ASSISTANCE

Councillor's Title:

Cr. Tyson Golder

Executive Summary:

Mayor Golder proposed that consultation be undertaken with the three (3) show societies in the Maranoa Region in regard to any potential assistance they may require from Council for the 2021/22 regional shows.

Resolution No. OM/07.2021/29

Moved Cr Golder

Seconded Cr Birkett

That Council write to the three (3) show societies in the Maranoa seeking their advice regarding any additional in kind assistance (people power and plant) they require from Council to deliver a successful show in 2022.

[Mayor Golder amended the motion to provide further clarity on his intent].

CARRIED

7/0

Responsible Officer

Manager - Economic & Community Development

Section 150F A (2)(e) of the Local Government Act 2009

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Geoff McMullen, Cr. Cameron O'Neil, Cr. Wendy Taylor.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

At cessation of discussion and decision on the abovementioned item, Cr Ladbrook returned to the meeting at 12.08pm, and Cr Hancock returned to the meeting at 12.09pm.

Item Number: L.3 **File Number:** D21/55485

SUBJECT HEADING: 2021 LGAQ BUSH COUNCILS CONVENTION

Officer's Title: Lead Officer - Elected Members & Community Engagement

Executive Summary:

The purpose of this report was to formalise elected member attendance at the upcoming LGAQ Bush Councils Convention as part of advocacy activities and/or enhancing strategy and policy development for the Maranoa Regional Council.

Resolution No. OM/07.2021/30	
Moved Cr O'Neil	Seconded Cr Birkett
That Council:	
<ol style="list-style-type: none"> 1. Endorse the attendance of Councillors Hancock and Taylor at the 2021 LGAQ Bush Councils Convention on 3 – 5 August 2021 in Barcaldine. 2. Draw applicable registration, travel costs and accommodation costs from attending Councillors' Conference budget allocation, if sought. 	
CARRIED	9/0

Responsible Officer	Lead Officer - Elected Members & Community Engagement
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Item Number: L.4 **File Number:** D21/56127

SUBJECT HEADING: RESEARCH REPORT ID PROFILE

Officer's Title: Manager - Economic & Community Development

Executive Summary:

The Business and Industry base of the Maranoa has been dealing with challenges associated with the restrictions necessary to protect the community from the further spread of the COVID-19 pandemic. Those challenges relate to the restrictive nature of trade associated with a reduction in trading conditions, import of inputs particularly from overseas, and the overall consequential loss of jobs and revenue across most sectors. The measurement of the effects of the impacts of the current trading environment is essential to inform discussion around possible solutions and set priorities for remedial actions that might assist Industry and Commerce to emerge in the best possible state when and if we return to what we know as normal. Council has an opportunity to employ the services of ID profile economists to measure effects and produce a report which will provide an informed plan to lead Council's response in the future.

Resolution No. OM/07.2021/31

Moved Cr O'Neil

Seconded Cr Hancock

That:

1. Council accept the proposal from ID Consulting Pty Ltd to produce a Maranoa Health check.
2. The cost of \$12,100 (including GST) be drawn from Work Order 14478.2538.2001 – Business Development Analysis.
3. Council authorise its Chief Executive Officer to sign the agreement.

CARRIED

9/0

Responsible Officer	Manager - Economic & Community Development
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Item Number:

L.5

File Number: D21/56212

SUBJECT HEADING:

**FUNDING APPLICATION - SAFER COMMUNITIES FUND
ROUND SIX: INFRASTRUCTURE GRANTS**

Officer's Title:

Manager - Information & Communications Technology (ICT)

Executive Summary:

The purpose of this report was to seek Council's approval to apply for funding under the Department of Home Affairs – Community Safety Infrastructure Grants Scheme to fund its Maranoa Community Safety CCTV Pilot Project.

The report was presented at the meeting with further information on the proposed project and funding application.

Resolution No. OM/07.2021/32

Moved Cr O'Neil

That this matter lays on the table until later in the meeting.

CARRIED

9/0

Responsible Officer	Lead Officer – Elected Members & Community Engagement
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Declaration of Interest

Item	LC.3 (b)
Description	Draft Operational Plan 2021/22
Declaring Councillor	Cr Johanne Hancock
Person with interest Related party / close associate / other	Myself and my husband (Graham Hancock) and; Entities – GL & JM Hancock and; Hancock Pastoral Company – GL & JM (myself and my husband) & PR & KM Hancock (brother in-law and sister in-law)
Particulars of the interest	The entities are registered to buy and sell cattle at the Roma Saleyards. (Strategic Priority 4.5 – Saleyards)
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is being discussed and voted on.

Declaration of Interest

Item	LC.3 (b)
Description	Draft Operational Plan 2021/22
Declaring Councillor	Cr Johanne Hancock
Person with interest Related party / close associate / other	Myself and my husband (Graham Hancock) and; Entities – GL & JM Hancock - Hancock Pastoral Company
Particulars of the interest	The entities own a truck and B-double Economic Development and Local Business (<i>Strategic Priority 4.2</i>) – Item 4.2.5 – where it states that annually fund the Roma Saleyards Industrial Precinct Initiatives (Truck Wash)
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is being discussed and voted on.

COUNCIL ADJOURNED THE MEETING
 FOR A RECESS FOLLOWED BY LUNCH AT 12.19pm

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 2.17pm

Declaration of Interest

Item	LC.3 (b)
Description	Draft Operational Plan 2021/22
Declaring Councillor	Cr Tyson Golder
Person with interest Related party / close associate / other	Myself
Particulars of the interest	I am registered to buy and sell cattle at Roma Saleyards, which is one of the strategic priorities referenced in the report. (Strategic Priorities 4.2 - Economic Development and Local Business and 4.5 - Saleyards).
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Declaration of Interest

Item	LC.3 (b)
Description	Draft Operational Plan 2021/22
Declaring Councillor	Cr John Birkett
Person with interest Related party / close associate / other	My parents (Gary & Julie Birkett)
Particulars of the interest	My parents are registered to buy and sell cattle at the Roma Saleyards, which is one of the strategic priorities referenced in the report (Strategic Priorities 4.2 - Economic Development and Local Business and 4.5 - Saleyards).
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Declaration of Interest

Item	LC.3 (b)
Description	Draft Operational Plan 2021/22
Declaring Councillor	Cr Mark Edwards
Person with interest Related party / close associate / other	Partnership - Kim Edwards – (Brother), Mark Edwards and Cameron Edwards (Nephew).
Particulars of the interest	The partnership is registered to buy and sell cattle at the Roma Saleyards, which is one of the strategic priorities referenced in the report (Strategic Priorities 4.2 - Economic Development and Local Business and 4.5 - Saleyards).
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Declaration of Interest

Item	LC.3 (b)
Description	Draft Operational Plan 2021/22
Declaring Councillor	Cr Wendy Taylor
Person with interest Related party / close associate / other	Company - Layershire Pty Ltd (Peter and Wendy Taylor are the Directors of that company).
Particulars of the interest	That company is registered to buy and sell cattle at the Roma Saleyards, which is one of the strategic priorities referenced in the report (Strategic Priorities 4.2 - Economic Development and Local Business and 4.5 - Saleyards).
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Declaration of Interest

Item	LC.3 (b)
Description	Draft Operational Plan 2021/22
Declaring Councillor	Cr Julie Guthrie
Person with interest Related party / close associate / other	Partnership - which is Guthrie Pastoral Group (which includes myself, my husband - Ross Guthrie and my son - Nicholas Guthrie)

Particulars of the interest	This partnership is registered to buy and sell cattle at the Roma Saleyards, which is one of the strategic priorities referenced in the report (Strategic Priorities 4.2 - Economic Development and Local Business and 4.5 - Saleyards).
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Declaration of Interest

Item	LC.3 (b)
Description	Draft Operational Plan 2021/22
Declaring Councillor	Cr Geoff McMullen
Person with interest Related party / close associate / other	Myself
Particulars of the interest	I am registered to buy and sell cattle at the Roma Saleyards, which is one of the strategic priorities referenced in the report (Strategic Priorities 4.2 - Economic Development and Local Business and 4.5 - Saleyards).
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Declaration of Interest

Item	LC.3 (b)
Description	Draft Operational Plan 2021/22
Declaring Councillor	Cr Wayne (George) Ladbrook
Person with interest Related party / close associate / other	Partnership (W & A Ladbrook – husband and wife – Alana Ladbrook)
Particulars of the interest	The partnership is registered to buy and sell cattle at the Roma Saleyards, which is one of the strategic priorities referred to in the report (Strategic Priorities 4.2 - Economic Development and Local Business and 4.5 - Saleyards).
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Declaration of Interest

Item	LC.3 (c)
Description	Draft Operational Plan 2021/22
Declaring Councillor	Cr Mark Edwards
Person with interest Related party / close associate / other	Myself
Particulars of the interest	I am an ordinary member of the Roma Aero Club Inc., and the group is mentioned in the Strategic Priority Facilities - report Airports on pages 159 and 179.
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is being discussed and voted on.

Declaration of Interest

Item	LC.3 (c)
Description	Draft Operational Plan 2021/22
Declaring Councillor	Cr Mark Edwards
Person with interest Related party / close associate / other	Myself and my partner Paan Otto
Particulars of the interest	Paan is the Secretary of the Roma Junior Soccer Association Inc. Examples of Sporting facilities are mentioned in the report of which the soccer grounds would be one of them. (Strategic Priority Facilities.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Declaration of Interest

Item	LC.3 (c)
Description	Draft Operational Plan 2021/22
Declaring Councillor	Cr Wayne (George) Ladbrook
Person with interest Related party / close associate / other	Roma Show Society
Particulars of interest	Myself and My wife. My wife Alanah Ladbrook, is vice-president of the Roma Show Society, and I am a member of the Roma Turf Club. I have a conflict with the following projects (under the Strategic Priority for Facilities: Renewal Bassett Park Replacement of Ladies toilets and shower Bassett Park Kitchen Refurbishment Bassett Park Stables Expansion Bassett Park Plumbing Works Water Lines Bassett Park Upstairs Bar Carpet Bassett Park Dedicated Water Line for firefighting Bassett Park Canteen (design only shovel ready) Install Staff Canteen Bassett Park Upgrade of Bassett Park Jockey Room
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Declaration of Interest

Item	LC.5
Description	Presentation of Draft Budget 2021/22
Declaring Councillor	Cr Mark Edwards
Person with interest Related party / close associate / other	Myself and the Entity Calico Cottage
Particulars of the interest	I sell oranges at the Calico Cottage, which is mentioned as part of a precinct under capital in the draft budget.
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is being discussed and voted on.

Declaration of Interest

Item	LC.3 (d)
Description	Draft Operational Plan 2021/22
Declaring Councillor	Cr Cameron O'Neil
Person with interest Related party / close associate / other	Myself Entity - Golden West Apprenticeships
Particulars of the interest	I am a non-executive director of Golden West Apprenticeships (Strategic Priority 5.3 Human Resources and Leadership specifically corporate plan reference 5.3.7 - Traineeships and apprenticeships (as Golden West Apprenticeships is specifically referenced as a registered training organisation that Council could work with).
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is being discussed and voted on.

Declaration of Interest

Item	LC.4
Description	Register of General Cost – Recovery Fees and Commercial Charges
Declaring Councillor	Cr Wendy Taylor
Person with interest Related party / close associate / other	Myself Entity - Roma Clay Target Club Inc.
Particulars of the interest	I am Treasurer of the Roma Clay Target Club Inc. The report relates to fees and charges for caravan parks.
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is being discussed and voted on.

Declaration of Interest

Item	LC.10
Description	Unnamed Section of Road off Humphreys Road
Person with interest	Cr Wayne (George) Ladbrook
Person with interest Related party / close associate / other	Related Party – Mark Humphreys (brother-in-law) Jimmy Humphreys (brother-in-law), Kenneth Humphreys (wife's nephew), Darren and Emma Humphreys (my wife's nephew and nephew's wife).
Particulars of the interest	I am related to the people involved in this matter.
Type of conflict	Declarable conflict of interest
Action Leave	Leave the room while the matter is discussed and voted on.

CONFIDENTIAL ITEMS

Resolution No. OM/07.2021/33

Moved Cr O'Neil

Seconded Cr McMullen

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, that Council resolve to close the meeting to the public [at 2.35pm] to discuss confidential items that its Councillors consider is necessary to close the meeting.

In accordance with Section 254J(5) of the *Local Government Regulation 2012*, the following table provides:

- The matters to be discussed;
- An overview of what is to be discussed while the meeting is closed.

Agenda Item	Matters to be discussed (Reasons to close the meeting under the <i>Local Government Regulation 2012</i>)	Overview
C.1 – Building Our Regions Funding – Project Variation – The Bigger Big Rig	Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State	Recommendation that a formal Project Variation request be submitted to the Queensland Government’s Building Our Regions program to extend the milestones date for the Bigger Big Rig Project as per the current expected delivery timeframes.
C.2 – Racecourse North Estate Injune – Land for Sale	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 interest of the local government	Council’s direction was sought on disposal of land at Racecourse North Estate Injune suitable for the construction of residential housing.
C.3 – Application for conversion of Tenure – Lot 208 on Y2211	Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State	The department seeks Council’s views on an application for conversion of reserve over the listed lot to freehold tenure.
C.4 – Proposed Dealing of Reserve to Freehold – Lot 305 on WV1031	Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State	The department seeks Council’s views on converting the listed lot to freehold tenure.
C.5 – Proposed Dealing of Reserve to Freehold – Lot 46 on WV1048	Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State	The department seeks Council’s views on converting the listed lot to freehold tenure.
C.6 – Claim for Damages	Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State	Council has received a claim for damages relating to an incident that occurred when a vehicle passed a slasher at the northern end of Council’s boundary.

C.7 – Roma Denise Spencer Pool Procurement Update	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	The report provides Council with an overview of the ongoing procurement processes, including the proposed next steps for the Roma Denise Spencer Pool.
LC.1 – Options to Lease – Lot 2 on SP309872	Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State	At its Ordinary meeting on 14 April 2021, Council resolved to further explore the opportunity to lease the listed land for the purpose of grazing. This report provides the outcome of investigations.
LC.2 – Asset Management Plan Long Term Forecasts – Water, Sewerage and Gas Networks	Section 254J(3)(c) the local government’s budget	Revision of the 10 year asset management plan including Long Term Forecasts for Water, Sewerage and Gas Networks. Laid on the table at the Special Meeting on 7 July 2021.
LC.3 - Draft Operational Plan 2021/22	Section 254J(3)(c) the local government’s budget	Tabling of the draft 2021/22 Operational Plan for each of Council’s functions. Laid on the table at the Special Meeting on 7 July 2021 for Council to consider any potential conflicts. Items LC.3 separated to (a) b)(c) and (d) Items LC.3 (b)(c) and (d) laid on the table at the meeting.
LC.4 – Register of General Cost – Recovery Fees and Commercial Charges	Section 254J(3)(c) the local government’s budget	This report presents an updated Register of General Cost – Recovery Fees and Commercial Charges for adoption. Item laid on the table at the meeting.
LC.5 – Presentation of draft budget 2021/22	Section 254J(3)(c) the local government’s budget	Council received the draft budget for 2021/22 at the Special Meeting on 7 July 2021, and sought further information at that meeting. (Included in Item LC.7) Item laid on the table at the meeting.
LC.6 – Draft Debt (Borrowing) Policy 2021/22	Section 254J(3)(c) the local government’s budget	It is a requirement of <i>the Local Government Regulation 2012</i> (Section 192) that a local government prepare and adopt a debt policy for a financial year. This item was received and laid on the table at the Special Meeting on 7 July 2021. Item laid on the table at the meeting.

LC.7 – Further information for the draft materials and service expenditure reduction – 2021/22	Section 254J(3)(c) the local government’s budget	Further information on the proposed reduction in materials and services for the draft 2021/22 budget. <i>Item laid on the table at the meeting.</i>
LC.8 – APLNG Worker Transition Agreement	Section 254J(3)(c) the local government’s budget	Report on the next steps of the APLNG Worker Transition agreement.
LC.9 – Rating Scenario A Updated with Capping	Section 254J(3)(c) the local government’s budget	Presentation of Rating Scenario A updated with capping. <i>Item laid on the table at the meeting.</i>
LC.10 – Unnamed Section of Road off Humphreys Road	Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State	Tabling of correspondence received in relation to this matter.
CARRIED		9/0

Responsible Officer	Lead Officer – Elected Members & Community Engagement
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Cr O’Neil left the meeting at 3.02pm, and returned at 3.14pm.
 Cr Birkett left the meeting at 3.06pm, and returned at 3.09pm.
 Cr Taylor left the meeting at 3.35pm, and returned at 3.38pm.
 Cr Ladbrook left the meeting at 3.38pm, and returned at 3.40pm.
 Cr O’Neil left the meeting at 4.09pm, and returned at 4.11pm.
 Cr McMullen left the meeting at 5pm.
 Cr Birkett left the meeting at 5.13pm, and returned at 5.15pm.
 Cr O’Neil left the meeting at 5.23pm, and returned at 5.28pm

Resolution No. OM/07.2021/34	
Moved Cr Birkett	Seconded Cr Edwards
That Council open the meeting to the public [at 5.42pm].	
CARRIED	
8/0	

Responsible Officer	Lead Officer – Elected Members & Community Engagement
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Cr McMullen returned to the meeting at 5.47pm.

Following discussion with the reporting officer confirming the report sought a determination regarding consultation as to where the community would like cameras placed, based on Council determining an initial scope for location of the cameras across the region.

With this knowledge a number of Councillors identified conflicts.

The Mayor left the meeting at 6.00pm, with the Deputy Mayor taking the role of Acting Chair in the Mayor's absence.

Declaration of Interest

Item	L.5
Description	Funding Application - Safer Communities Fund Round Six: Infrastructure Grants
Declaring Councillor	Cr Johanne Hancock
Person with interest Related party / close associate / other	Myself and my husband Graham Hancock Entity – Surat Post & News Pty Ltd
Particulars of interest	Surat Post & News Pty Ltd is a business within the CBD of Surat.
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Declaration of Interest

Item	L.5
Description	Funding Application - Safer Communities Fund Round Six: Infrastructure Grants
Declaring Councillor	Cr Mark Edwards
Person with interest Related party / close associate / other	Myself and employer Leichardt Group
Particulars of interest	My employer Leichardt Group is a business within the CBD of Roma.
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Declaration of Interest

Item	L.5
Description	Funding Application - Safer Communities Fund Round Six: Infrastructure Grants
Declaring Councillor	Cr Wayne (George Ladbrook
Person with interest Related party / close associate / other	Myself
Particulars of interest	I have a building in the Roma CBD.
Type of conflict	Declarable conflict of interest
Action Leave	Leave the room while the matter is discussed and voted on.

Mayor Golder returned to the meeting at 6.04pm, assuming the Chair.

Councillors Hancock, Edwards and Ladbrook left the meeting at 6.05pm.

The Mayor indicated that he did not believe he had a conflict to declare for Item L.5.

Cr O'Neil advised that as a councillor he was obligated to raise a perceived conflict of interest of another Councillor, and further that he believed that the Mayor had a conflict of interest in the matter due to the Mayor operating a business in the [Roma] CBD, and the Mayor owning or having a connection to a business on the corner McDowall and Northern Road / Quintin Street having removed himself earlier today on a matter relating to that intersection and therefore he was obligated to raise that he believed the Mayor had a conflict of interest.

Following the Mayor indicated he would make a declaration.

Councillors Hancock, Ladbrook and Edwards then returned to the meeting for the Mayor's declaration at 6.08pm.

Conflict of Interest

Item	L.5
Description	Funding Application - Safer Communities Fund Round Six: Infrastructure Grants
Declaring Councillor	Cr Tyson Golder
Person with interest Related party / close associate / other	Myself
Particulars of interest	I have a business Golders in the Roma CBD. I do not have any benefit or loss with the cameras being put in the CBD as it has no effect on our business (positive or negative).
Type of conflict	Declarable conflict of interest
Action Leave	Leave the room while the matter is discussed and voted on.

Mayor Golder and Councillors Edwards, Hancock, Ladbrook, left the meeting at 6.09pm, with Deputy Mayor taking the role of Acting Chair.

Item Number: L.5 **File Number:** D21/56212

SUBJECT HEADING: FUNDING APPLICATION - SAFER COMMUNITIES FUND ROUND SIX: INFRASTRUCTURE GRANTS

Officer's Title: Manager - Information & Communications Technology (ICT)

Executive Summary:

The purpose of this report was to seek Council's approval to apply for funding under the Department of Home Affairs – Community Safety Infrastructure Grants Scheme to fund its Maranoa Community Safety CCTV Pilot Project. The report was presented at the meeting with further information on the proposed project and funding application. This matter had been laid on the table earlier during the meeting. Council resumed its deliberations.

Resolution No. OM/07.2021/35

At its Ordinary Meeting on 28 July 2021, Council Resolved (amendments highlighted in red text):

That Council amend Resolution Number OM/07.2021/35 to read as follows:

1. Allocate \$10,000 from work order 19808 towards the preparation of a scoping document to support the funding application; outlining the security infrastructure required for the identified locations as tabled, mobile CCTV solutions and other supporting ICT infrastructure.
2. Submit an application to the **Resource Communities Infrastructure Fund** for the Maranoa Community Safety CCTV Pilot Project, for up to \$500,000.
3. Provide a maximum of \$100,000 as a co-contribution or at least 20% of the estimated project costs if final cost estimates are less than \$500,000.
4. Authorise the Chief Executive Officer to sign and submit the application by close of business on **27 August 2021**.
- 5 Authorise the Chief Executive Officer (CEO) or delegate to engage with the relevant stakeholders, including state agencies to progress this initiative.

CARRIED

5/0

Responsible Officer	Manager - Information & Communications Technology (ICT)
<p>Section 150F A (2)(e) of the <i>Local Government Act 2009</i> For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.</p> <p>Name of each eligible councillor who voted on the matter: Cr. John Birkett, Cr. Julie Guthrie, Cr. Geoff McMullen, Cr. Cameron O'Neil, Cr. Wendy Taylor.</p> <p>How each eligible councillors voted: Each councillor voted in favour of the motion.</p>	

At cessation of discussion and decision on the abovementioned item (L.5) the following Councillors returned to the meeting:

- Cr Hancock at 6.11pm;
- Mayor Golder at 6.12pm, and he assumed the chair;
- Councillors Edwards and Ladbrook at 6.13pm.

Resolution No. OM/07.2021/36

Moved Cr O'Neil

Seconded Cr Birkett

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, that Council resolve to close the meeting to the public [at 6.13pm] to discuss confidential items that its Councillors consider is necessary to close the meeting, as previously listed.

CARRIED

9/0

Responsible Officer	Lead Officer – Elected Members & Community Engagement
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Cr O'Neil left the meeting at 6.35pm, and returned at 6.36pm.
 Cr O'Neil left the meeting at 6.53pm, and returned at 6.55pm.
 Cr. Taylor left the meeting at 7.09pm, and returned at 7.13pm.
 Cr. McMullen left the meeting at 7.21pm, and did not return for the remainder of the meeting.
 Cr Birkett left the meeting at 7.27pm, and returned at 7.29pm.
 Cr. Ladbroke left the meeting at 8.21pm, having previously declared a declarable conflict of interest in item LC.10.

Resolution No. OM/07.2021/37	
Moved Cr Birkett	Seconded Cr O'Neil
That Council open the meeting to the public [at 8.26pm].	
CARRIED	7/0

Responsible Officer	Lead Officer – Elected Members & Community Engagement
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Resolution No. OM/07.2021/38	
Moved Cr O'Neil	Seconded Cr Birkett
That we change the agenda to deal with Item LC.10.	
CARRIED	7/0

Responsible Officer	Lead Officer – Elected Members & Community Engagement
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Cr Ladbroke was not present for discussion and decision on the following item, having previously declared a declarable conflict of interest on the following item.

Item Number: LC.10 **File Number:** D21/56298

SUBJECT HEADING: UNNAMED SECTION OF ROAD OFF HUMPHREYS ROAD

Officer's Title: Lead Officer - Elected Members & Community Engagement

Executive Summary:

Tabling of correspondence received in relation to this matter.

Resolution No. OM/07.2021/39	
Moved Cr Golder	Seconded Cr Taylor
That Council receive and note the letter received in relation to the matter and the Chief Executive Officer be authorised to provide correspondence to the resident consistent with the report and any minor edits.	
CARRIED	7/0

Responsible Officer	Chief Executive Officer
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Section 150F A (2)(e) of the Local Government Act 2009

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Cameron O'Neil, Cr. Wendy Taylor.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

At cessation of discussion and decision on the abovementioned item, Cr. Ladbrook returned to the meeting at 8.27pm.

Item Number: C.1 **File Number:** D21/51967

SUBJECT HEADING: BUILDING OUR REGIONS FUNDING
- PROJECT VARIATION - THE BIGGER BIG RIG

Officer's Title: Deputy Director / Strategic Road Management
Project Officer - Program & Contract Management

Executive Summary:

The report tabled a recommendation that a formal Project Variation request be submitted to the Queensland Government's Building Our Regions program to extend the milestone dates for the Bigger Big Rig Project as per the current expected delivery timeframes.

Resolution No. OM/07.2021/40

Moved Cr O'Neil

Seconded Cr Birkett

That Council:

1. Submit a formal request for a Project Variation to the Building Our Regions funding body, requesting the milestone reporting for The Bigger Big Rig project be amended.
2. Authorise the Chief Executive Officer, or delegate, to sign the Variation form.

CARRIED

8/0

Responsible Officer

Deputy Director / Strategic Road Management

Item Number: C.2 **File Number:** D21/51322

SUBJECT HEADING: RACECOURSE NORTH ESTATE INJUNE - LAND FOR SALE

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

Executive Summary:

Council's direction was sought on disposal of land at Racecourse North Estate Injune suitable for the construction of residential housing.

Resolution No. OM/07.2021/41

Moved Cr Birkett

Seconded Cr Edwards

That the matter lay on the table until a future meeting to consider options in relation to sale of some lots and possible incentives, including identifying a parcel for potential Council development.

CARRIED

8/0

Responsible Officer

Council Buildings & Structures Maintenance Officer / Team Coordination

Item Number:

C.3

File Number: D21/51798

SUBJECT HEADING:

APPLICATION FOR CONVERSION OF TENURE - LOT 208 ON Y2211

Officer's Title:

Administration Officer - Land Administration

Executive Summary:

The Department of Resources sought Council's views on an application for conversion of reserve over the listed lot to freehold tenure.

Resolution No. OM/07.2021/42

Moved Cr Hancock

Seconded Cr Ladbrook

That Council advise the Department of Resources it offers no objection to the conversion of Reserve being Lot 208 on Y2211 to freehold tenure.

CARRIED

8/0

Responsible Officer

Administration Officer - Land Administration

Item Number:

C.4

File Number: D21/52472

SUBJECT HEADING:

PROPOSED DEALING OF RESERVE TO FREEHOLD - LOT 305 ON WV1031

Officer's Title:

Administration Officer - Land Administration

Executive Summary:

The Department of Resources sought Council's views on an application for conversion of reserve over the listed lot to freehold tenure.

Resolution No. OM/07.2021/43

Moved Cr Edwards

Seconded Cr Guthrie

That Council advise the Department of Resources that it offers no objection to the conversion of Reserve being Lot 305 on WV1031 to freehold tenure.

CARRIED

8/0

Responsible Officer

Administration Officer - Land Administration

Item Number: C.5 **File Number:** D21/52576

SUBJECT HEADING: PROPOSED DEALING OF RESERVE TO FREEHOLD - LOT 46 ON WV1048

Officer's Title: Administration Officer - Land Administration

Executive Summary:

The Department of Resources sought Council's views on an application for conversion of reserve over the listed lot to freehold tenure.

Resolution No. OM/07.2021/44

Moved Cr Birkett

Seconded Cr Edwards

That Council advise the Department of Resources that it offers no objection to the conversion of Reserve being Lot 46 on WV1048 to freehold tenure.

CARRIED

8/0

Responsible Officer

Administration Officer - Land Administration

Item Number: C.6 **File Number:** D21/49736

SUBJECT HEADING: CLAIM FOR DAMAGES

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

Executive Summary:

Council received a claim for damages relating to an incident that occurred when a vehicle passed a slasher at the northern end of Council's boundary.

Resolution No. OM/07.2021/45

Moved Cr Taylor

Seconded Cr Ladbrook

That Council reimburse the Claimant the amount of \$520 being the cost to remedy vehicle damage quoted by Poole's Panel & Paint on the following conditions:

- a) Council and the Claimant acknowledge that Council is not legally liable for the incident.
- b) The Claimant agrees to accept the amount of \$520 as a full and final settlement of all claims arising from the alleged incident on 16 June 2021.

CARRIED

8/0

Responsible Officer

Council Buildings & Structures Maintenance Officer / Team Coordination

Item Number: C.7 **File Number:** D21/53577

SUBJECT HEADING: ROMA DENISE SPENCER POOL PROCUREMENT UPDATE

Officer's Title: Deputy Director / Strategic Road Management
 Project Officer - Program & Contract Management
 Business Planning & Performance Coordinator

Executive Summary:

The report provided Council with an overview of the ongoing procurement processes, including the proposed next steps for the Roma Denise Spencer Pool.

Resolution No. OM/07.2021/46

Moved Cr Golder

Seconded Cr Edwards

That Council:

1. Shortlist Facility Design Group and Liquid Blu for the Roma Denise Spencer Pool Concept Design Request for Quotation Process.
2. Invite, under a Deed of Agreement, Facility Design Group and Liquid Blu to prepare a supplementary submission to Council for the design of the Roma Denise Spencer Pool Upgrade, which would include:
 - a. High level schematic plan for the facility, which incorporates feedback from the Roma Pool Community Action Group and broader community in accordance with Council Resolution OM/02.2021/22.
 - b. Indicative cost for construction of their design vision
 - c. Detailed quotation for:
 - i. Refinement of Concept Design, including broad community consultation.
 - ii. 70% Detailed Design and Tender Documentation [provisional if ordered]
 - iii. 100% Detailed Design and Tender Documentation [provisional if ordered]
3. Invite Facility Design Group and Liquid Blu to present their design submission to Council by way of a deputation.
4. Compensate Facility Design Group and Liquid Blu a maximum of \$5,000 (per company) on the delivery of the design submission to Council.

CARRIED

8/0

Responsible Officer	Deputy Director / Strategic Road Management
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LATE CONFIDENTIAL ITEMS

Item Number: LC.1 **File Number:** D21/47417

SUBJECT HEADING: OPTIONS TO LEASE - LOT 2 ON SP309872

Officer's Title: Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

At its Ordinary meeting on 14 April 2021, Council resolved to further explore the opportunity to lease the listed land for the purpose of grazing.

This report provided the outcome of investigations.

Resolution No. OM/07.2021/47	
Moved Cr Birkett	Seconded Cr Ladbrook
That Council:	
<ol style="list-style-type: none"> 1. Invite the owners of Lot 5 on RP200576, Lot 222 on R863 and Lot 1 on SP309872 to submit an expression of interest to lease Lot 2 on SP309872. 2. Invite the interested party to submit an Expression of Interest to lease Lot 2 on SP309872, with any lease to be conditional on the settlement of purchase of Lot 1 on SP309872. 3. Engage a valuer to undertake a valuation of market rent for the land and any improvements. 	
CARRIED	8/0

Responsible Officer	Manager - Facilities (Land, Buildings & Structures)
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Item Number: LC.2 **File Number:** D21/55791

SUBJECT HEADING: ASSET MANAGEMENT PLAN LONG TERM FORECASTS - WATER, SEWERAGE AND GAS NETWORKS

Officer's Title: Program Funding & Budget Coordinator

Executive Summary:

The report tabled revision of the 10 year asset management plan including Long Term Forecasts for the Water, Sewerage and Gas Networks.

This item was laid on the table at the Special Meeting on 7 July 2021.

Moved Cr Golder
That we lay this on the table.
MOTION WITHDRAWN

Moved Cr Ladbrook	Seconded Cr Edwards
That Council:	
<ol style="list-style-type: none"> 1. Receive and note the Long Term Forecasts for inclusion in the Water, Sewerage and Gas Asset Management Plans consistent with the draft budget papers. 2. Continue to pursue savings and external grant programs, however, in the interim the projections be based on borrowings with the aim to reduce these each year. 	
NO VOTE TAKEN	

Responsible Officer	Program Funding & Budget Coordinator
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The Chief Executive Officer highlighted that this report may be linked to another item, and suggested that the report be laid on the table.

Resolution No. OM/07.2021/48	
Moved Cr Golder	
I move to lay this on the table until the next meeting / special meeting next week.	
CARRIED	8/0

Responsible Officer	Lead Officer – Elected Members & Community Engagement
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Item Number: LC.3 (a) **File Number:** D21/55794

SUBJECT HEADING: DRAFT OPERATIONAL PLAN 2021/22 (EXCLUDING STRATEGIC PRIORITIES 4.2 – ECONOMIC DEVELOPMENT & LOCAL BUSINESS AND 4.5 – SALEYARDS, 4.9 – FACILITIES AND 5.3 – HUMAN RESOURCES AND LEADERSHIP)

Officer's Title: Chief Executive Officer

Executive Summary:

The report tabled the draft 2021/22 Operational Plan for each of Council's functions (Excluding Strategic Priorities 4.2 – Economic Development & Local Business and 4.5 – Saleyards, 4.9 – Facilities and 5.3 - Human Resources and Leadership).

This item was laid on the table at the Special Meeting on 7 July 2021 for Councillors to consider any potential conflicts.

Resolution No. OM/07.2021/49	
Moved Cr O'Neil	Seconded Cr Ladbrook
That Council:	
<ol style="list-style-type: none"> 1. Receive and note the draft 2021/22 Operational Plan (Excluding Strategic Priorities 4.2 – Economic Development & Local Business and 4.5 – Saleyards, 4.9 – Facilities and 5.3 - Human Resources and Leadership), as presented. 2. Approve the remaining Strategic Priorities in the draft 2021/22 Operational Plan proceeding to the next step of inclusion in the draft statutory documents. 	
CARRIED	8/0

Responsible Officer	Chief Executive Officer
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Resolution No. OM/07.2021/50

Moved Cr Golder

Seconded Cr Birkett

That we [Council] incorporate the following amendment in the draft 2021/22 Operational Plan:

Water – include:

- *Council continue to prioritise the use of internal resources to do major new, renewal and upgrade works e.g. plumbers, supplemented by external resources ensuring that we capitalise on and share internal skills.*

CARRIED

5/3

Cr. Golder called for a division of the vote. The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Birkett	Cr. Hancock
Cr. Edwards	Cr. O'Neil
Cr. Golder	Cr. Taylor
Cr. Guthrie	
Cr. Ladbroke	

Responsible Officer

Chief Executive Officer

Resolution No. OM/07.2021/51

Moved Cr Golder

Seconded Cr O'Neil

That we [Council] incorporate the following amendments in the draft 2021/22 Operational Plan:

Cemeteries – include:

- *If any requests for burial etc. cannot be accommodated these be escalated immediately within the local complaints process.*
- *Provide advice to Council if any additional volunteer support initiatives are identified.*

[The Mayor read out bullet point 2 to the motion after the vote was taken]

CARRIED

8/0

Responsible Officer

Chief Executive Officer

Resolution No. OM/07.2021/52

Moved Cr Golder

Seconded Cr Edwards

That [Council] incorporate the following amendment in the draft 2021/22 Operational Plan:

Revenue Collection – Include:

- *(2.2.10) Investigate and implement SMS and email reminders for all accounts issued by Council ahead of any discount period or due dates or if overdue. Further, that this include account details as part of the SMS or email and a link to the facility to pay.*

CARRIED

6/2

Cr. Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Birkett	Cr. Guthrie
Cr. Edwards	Cr. Taylor
Cr. Golder	
Cr. Hancock	
Cr. Ladbrook	
Cr. O'Neil	

Responsible Officer

Chief Executive Officer

Resolution No. OM/07.2021/53

Moved Cr Ladbrook

Seconded Cr Guthrie

That Council incorporate the following amendment in the draft 2021/22 Operational Plan:

Gas (4.6.6) – Include:

- *Includes encouraging larger users to connect to the network and promoting gas incentives for local businesses to increase their consumption.*

CARRIED

8/0

Responsible Officer

Chief Executive Officer

Resolution No. OM/07.2021/54

Moved Cr Golder

Seconded Cr Hancock

That Council incorporate the following amendment in the draft 2021/22 Operational Plan:

Document Heading – Include:

- *Corporate Plan (what we aim to do)*

CARRIED

8/0

Responsible Officer

Chief Executive Officer

Resolution No. OM/07.2021/55

Moved Cr Golder

Seconded Cr Edwards

That Council incorporate the following amendment in the draft 2021/22 Operational Plan:

Continual Improvement – Include:

- **(5.1.5) amend - Engage with our employees and stakeholders locally and regionally to gather ideas for productivity / efficiency and all areas of continual improvement.**

CARRIED

8/0

Responsible Officer

Chief Executive Officer

Resolution No. OM/07.2021/56

Moved Cr Hancock

Seconded Cr Guthrie

That Council incorporate the following amendment in the draft 2021/22 Operational Plan:

Economic Development – include:

- **(4.2.2) List all community organisations in each town – e.g. Surat & District Development Association, Wallumbilla Town Improvement Group, Yuleba Development Group, Advance Injune etc.**

CARRIED

8/0

Responsible Officer

Chief Executive Officer

Item Number:

LC.3 (b)

File Number: D21/55794

SUBJECT HEADING:

DRAFT OPERATIONAL PLAN 2021/22 - STRATEGIC PRIORITIES 4.2 – ECONOMIC DEVELOPMENT & LOCAL BUSINESS AND 4.5 – SALEYARDS (RETABLED)

Officer's Title:

Chief Executive Officer

Executive Summary:

Tabling of the draft 2021/22 Operational Plan for Strategic Priorities 4.2 – Economic Development & Local Business and 4.5 – Saleyards.

This item was laid on the table at the Special Meeting on 7 July 2021 for Councillors to consider any potential conflicts.

Resolution No. OM/07.2021/57

Moved Cr O'Neil

That we lay this on the table until the next meeting of Council.

CARRIED

8/0

Responsible Officer

Chief Executive Officer

Section 150F A (2)(e) of the *Local Government Act 2009*

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Cameron O’Neil, Cr. Wendy Taylor.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

Item Number: LC.3 (c) **File Number:** D21/55794

SUBJECT HEADING: DRAFT OPERATIONAL PLAN 2021/22 - STRATEGIC PRIORITY 4.9 – FACILITIES (RETABLED)

Officer’s Title: Chief Executive Officer

Executive Summary:

Tabling of the draft 2021/22 Operational Plan for Strategic Priority 4.9 – Facilities.

This item was laid on the table at the Special Meeting on 7 July 2021 for Councillors to consider any potential conflicts.

Resolution No. OM/07.2021/58

Moved Cr Hancock

That we lay this on the table until a future meeting of Council.

CARRIED

8/0

Responsible Officer

Lead Officer – Elected Members & Community Engagement

Section 150F A (2)(e) of the *Local Government Act 2009*

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Cameron O’Neil, Cr. Wendy Taylor.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

Item Number: LC.3 (d) **File Number:** D21/55794

SUBJECT HEADING: DRAFT OPERATIONAL PLAN 2021/22 - STRATEGIC PRIORITY 5.3 - HUMAN RESOURCES AND LEADERSHIP (RETABLED)

Officer’s Title: Chief Executive Officer

Executive Summary:

This report tabled the draft 2021/22 Operational Plan for Strategic Priority 5.3 - Human Resources and Leadership.

This item was laid on the table at the Special Meeting on 7 July 2021 for Councillors to consider any potential conflicts.

Resolution No. OM/07.2021/59

Moved Cr Birkett

That we lay this on the table until a future meeting of Council.

CARRIED

8/0

Responsible Officer

**Chief Executive Officer / Lead Officer –
Elected Members & Community Engagement**

Section 150F A (2)(e) of the *Local Government Act 2009*

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Cameron O’Neil, Cr. Wendy Taylor.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

Item Number:

LC.4

File Number: D21/55795

SUBJECT HEADING:

**REGISTER OF GENERAL COST - RECOVERY FEES AND
COMMERCIAL CHARGES**

Officer’s Title:

Program Funding & Budget Coordinator

Executive Summary:

This report presented an updated Register of General Cost – Recovery Fees and Commercial Charges for adoption.

Resolution No. OM/07.2021/60

Moved Cr Golder

That LC.4 lay on the table until a special meeting next Wednesday (21/07/21).

CARRIED

8/0

Responsible Officer

**Program Funding & Budget Coordinator /
Lead Officer – Elected Members &
Community Engagement**

Section 150F A (2)(e) of the *Local Government Act 2009*

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Cameron O’Neil, Cr. Wendy Taylor.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

Item Number: LC.5 **File Number:** D21/55797

SUBJECT HEADING: PRESENTATION OF DRAFT BUDGET 2021/22

Officer's Title: Director - Corporate & Community Services

Executive Summary:

Council received the draft budget for 2021/22 at the Special Meeting on 7 July 2021, and sought further information at that meeting. (Included in Item LC.7)

Resolution No. OM/07.2021/61

Moved Cr Golder

That LC.5 lay on the table until the Special Meeting next Wednesday (21 July 2021).

CARRIED

8/0

Responsible Officer

Director - Corporate & Community Services

Section 150F A (2)(e) of the Local Government Act 2009

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

Name of each eligible councillor who voted on the matter:

Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Cameron O'Neil, Cr. Wendy Taylor.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

Item Number: LC.6 **File Number:** D21/55798

SUBJECT HEADING: DRAFT DEBT (BORROWING) POLICY 2021/22 (RETABLED)

Officer's Title: Program Funding & Budget Coordinator

Executive Summary:

It is a requirement of the Local Government Regulation 2012 (Section 192) that a local government prepare and adopt a debt policy for a financial year.

This item was received and laid on the table at the Special Meeting on 7 July 2021.

Resolution No. OM/07.2021/62

Moved Cr Golder

That LC.6 lay on the table Draft Debt (Borrowing) Policy 2021/22 until next Wednesday (21 July 2021).

CARRIED

8/0

Responsible Officer

**Program Funding & Budget Coordinator /
Lead Officer – Elected Members &
Community Engagement**

Item Number: LC.7 File Number: D21/56119

SUBJECT HEADING: FURTHER INFORMATION FOR THE DRAFT MATERIALS AND SERVICE EXPENDITURE REDUCTION - 2021/22

Officer's Title: Program Funding & Budget Coordinator

Executive Summary:

The report tabled further information on the proposed reduction in materials and services for the draft 2021/22 budget.

Resolution No. OM/07.2021/63

Moved Cr Golder

That item LC.7 - Further information for the draft materials and service expenditure reduction – [2021/22], lay on the table until next Wednesday (21/07/21).

CARRIED

8/0

Responsible Officer

Program Funding & Budget Coordinator

Item Number: LC.8 File Number: D21/56153

SUBJECT HEADING: APLNG WORKER TRANSITION AGREEMENT

Officer's Title: Program Funding & Budget Coordinator

Executive Summary:

The report progressed the next steps of the APLNG Worker Transition Agreement.

Resolution No. OM/07.2021/64

Moved Cr O'Neil

Seconded Cr Hancock

That Council authorise the Chief Executive Officer and relevant officers to meet with APLNG representatives in line with the agreement about Council's annual operational plan, budget and proposed project/s considerations.

CARRIED

8/0

Responsible Officer

Program Funding & Budget Coordinator

Item Number: LC.9 File Number: D21/56154

SUBJECT HEADING: RATING SCENARIO A UPDATED WITH CAPPING

Officer's Title: Director - Corporate & Community Services

Executive Summary:

The purpose of this report was to present Rating Scenario A updated with capping.

Resolution No. OM/07.2021/65

Moved Cr Golder

That LC.9 - Rating Scenario A Updated with Capping, lay on the table until the next meeting of Council (21/07/21).

CARRIED

8/0

Responsible Officer

Director - Corporate & Community Services

CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 8.56pm.

These Minutes are to be confirmed at the next Ordinary Meeting of Council to be held on 28 July 2021, at Roma Administration Centre.