

# NOTICE OF MEETING & AGENDA

## Special Meeting

**Wednesday 7 July 2021**

Roma Administration Centre

### NOTICE OF MEETING

Date: 7 July 2021

Mayor:

Councillor T D Golder

Deputy Mayor:  
Councillors:

Councillor G B McMullen  
Councillor J R P Birkett  
Councillor M C Edwards  
Councillor J L Guthrie  
Councillor J M Hancock  
Councillor W L Ladbrook  
Councillor C J O'Neil  
Councillor W M Taylor

Chief Executive Officer:

Ms Julie Reitano

Executive Management:

Mr Rob Hayward (Deputy Chief Executive Officer/Director  
Development, Facilities & Environmental Services)  
Ms Sharon Frank (Director Corporate & Community Services)

Attached is the agenda for the **Special Meeting** to be held at the Roma Administration Centre on **7 July 2021 at 6.30PM**



Julie Reitano  
**Chief Executive Officer**



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	Prepared by: Director - Corporate & Community Services	

**Confidential Items**

In accordance with the provisions of section 254J(3) of the Local Government Regulation 2012, a local government may resolve to close a meeting to the public to discuss confidential items that it's Councillors or members consider it necessary to close the meeting.

**C Confidential Items**

**C.1 Asset Management Plan Long Term Forecasts - Water, Sewerage and Gas Networks**

**Classification:** Closed Access

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

**C.2 Draft Operational Plan 2021/22**

**Classification:** Closed Access

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

**C.3 Register of General Cost - Recovery Fees and Commercial Charges**

**Classification:** Closed Access

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

**C.4 Presentation of Draft Budget 2021/22**

**Classification:** Closed Access

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

**C.5 Draft Debt (Borrowing) Policy 2021/22**

**Classification:** Closed Access

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

**Closure**

**OFFICER REPORT**

**Meeting:** Special 7 July 2021

**Date:** 7 July 2021

**Item Number:** C.1

**File Number:** D21/55525

**SUBJECT HEADING:** Annual Report 2019/20

**Classification:** Open Access

**Officer's Title:** Director - Corporate & Community Services

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**Executive Summary:**

The report tables the draft 2019/20 Annual Report.

**Officer's Recommendation:**

That Council:

1. Adopt the 2019/20 Annual Report for Maranoa Regional Council as presented.
2. Publish the report on Council's website within two (2) weeks of adopting the Annual Report, in compliance with s182(4) of the *Local Government Regulation 2012*.
3. Write to the Minister advising of the adoption of the Annual Report for 2019/20.

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**Individuals or Organisations to which the report applies:**

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

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

Maranoa Regional Council

**Acronyms:**

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

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

Acronym	Description
-	-

**Context:**

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

Section 182 of the *Local Government Regulation 2012* (Regulation) prescribes that a local government must prepare an annual report for each financial year.

**Background:**

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

(Succinct overview of the relevant facts, without interpretation)

Council has been reviewing sections of the annual report through the Function Reports. The report tables the additional information to complete the package.

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

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

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

***Local Government Regulation 2012***

***182 Preparation of annual report***

- (1) A local government must prepare an annual report for each financial year.*
- (2) The local government must adopt its annual report within 1 month after the day the auditor-general gives the auditor-general's audit report about the local government's financial statements for the financial year to the local government.*
- (3) However, the Minister may, by notice to the local government, extend the time by which the annual report must be adopted.*
- (4) The local government must publish its annual report on its website within 2 weeks of adopting the annual report.*

**Council Policies or Asset Management Plans:**

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

***What are relevant sections of the policy or plan?***

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

N/a

**Input into the Report & Recommendation:**

***Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say?*** (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Alternative table reporting the expenses incurred under section 186(1)(b):

**Maranoa Regional Council**

**Special Meeting - 7 July 2021**

Expenses incurred					
Councillor	Professional development, conferences, advocacy, forums, meetings and other events (including travel, accommodation and meals)	Use of own private vehicle for Council business (mileage reimbursed)	Insurance excess	Other expenses	Total
Cr Tyson Golder	\$146	-	-	\$7,705	\$7,851
Cr Jan Chambers	\$1,038	\$8,230	-	-	\$9,268
Cr Puddy Chandler	\$6,140	-	-	\$1,660	\$7,800
Cr Peter Flynn	\$2,468	-	-	\$24	\$2,492
Cr Cameron O'Neil	\$7,908	-	-	\$741	\$8,649
Cr Geoff McMullen	\$1,964	-	-	-	\$1,964
Cr Wendy Newman	\$1,111	-	\$600	\$3,136	\$4,847
Cr David Scheffe	\$4,448	-	-	-	\$4,448
Cr Janelle Stanford	\$1,009	-	-	-	\$1,009
Cr John Birkett	-	\$2,748	-	-	\$2,748
Cr Mark Edwards	-	-	-	-	-
Cr Julie Guthrie	-	\$2,456	-	-	\$2,456
Cr Johanne Hancock	-	\$4,564	-	\$167	\$4,731
Cr Wayne (George) Ladbrook	-	\$616	-	-	\$616
Cr Wendy Taylor	-	-	-	-	-

Note:

Cr Newman's other expenses pertain to motel accommodation while in Roma on Council business including meals.

Cr Chandler's other expenses pertain to meal costs while undertaking Council business and individual councillor community engagement expenses.

Cr O'Neil's forum and meeting expenses include his Council appointed role on the LGAQ Economic Development Advisory Group and on the South West Regional Economic Development Association. Cr O'Neil's other expenses pertain to individual councillor community engagement.

Cr Scheffe's forums and meeting expenses include his Council appointed roles related to LGAQ Resource Communities Advisory Group and Water and Sewerage Advisory Group.

Cr Hancock's other expenses pertain to motel accommodation while in Roma on Council business.

Cr Newman's insurance expense was related to the excess for a vehicle claim due to a kangaroo strike.

Mayor Golder's other expenses pertain to additional (external) expenses incurred to assist with the preparation of the Mayor's budget for 2019/20.

**Funding Bodies:**

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

N/a

**This Financial Year's Budget:**

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

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

N/a

**Future Years' Budgets:**

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

N/a

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

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

Interested Parties:

Department of State Development, Local Government, Infrastructure and Planning.  
Wider Community

**Risks:**

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

Risk	Description of likelihood & consequences
N/a	N/a

**Advice to Council:**

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

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

As below.

**Recommendation:**

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

That Council:

1. Adopt the 2019/20 Annual Report for Maranoa Regional Council as presented.
2. Publish the report on Council's website within two (2) weeks of adopting the Annual Report, in compliance with s182(4) of the Local Government Regulation 2012.
3. Write to the Minister advising of the adoption of the Annual Report for 2019/20.

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

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

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

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**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 2: Delivering strong financial management

2.5 Financial Reporting

**Supporting Documentation:**

Nil

**Report authorised by:**

Chief Executive Officer