

# NOTICE OF MEETING & AGENDA

## Ordinary Meeting

**Wednesday 25 August 2021**

Roma Administration Centre

### NOTICE OF MEETING

Date: 16 August 2021

Mayor:

Councillor T D Golder

Deputy Mayor:  
Councillors:

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

Chief Executive Officer:

Ms Julie Reitano

Executive Management:

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

Attached is the agenda for the **Ordinary Meeting** to be held at the Roma Administration Centre on **25 August, 2021 at 9.00AM.**



Julie Reitano  
**Chief Executive Officer**

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## **Status Reports**

## **Next General Meeting**

- To be held at the Injune Memorial Hall on 8 September 2021.

## **Confidential Items**

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

### **C Confidential Items**

**C.1 Ergon Power Station Roma - Fire Flow Connection**

**Classification:** Closed Access

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

**C.2 Request to Purchase Council Owned Land - Lot 28 on Y22124**

**Classification:** Closed Access

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

## **Councillor Business**

### **13 Councillor Business**

## **Closure**



## **OFFICER REPORT**

**Meeting:** Ordinary 25 August 2021

**Date:** 15 July 2021

**Item Number:** 11.1

**File Number:** D21/57826

**SUBJECT HEADING:** Community Feedback for a Surat Water Tower Mural

**Classification:** Open Access

**Officer's Title:** Local Development Officer - Surat

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### **Executive Summary:**

This report contains the response from the Surat community "Have your say" for the concept of painting a mural on the Surat water tower.

### **Officer's Recommendation:**

That Council:

1. receive and note the officer's report as presented.
- 

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

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

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

Nil

### **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
LDO	Local Development Officer

### **Context:**

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

This report is in response to Resolution No. OM/11.2020/71 - that a report be prepared for an upcoming Council meeting.

### **Background:**

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

(Succinct overview of the relevant facts, without interpretation)

At the General Meeting held 25 November 2020 the Mayor requested that Council consider whether the Surat community would like to see a mural on the Surat water tower, and if so incorporating a plan for community consultation.

Council resolved – OM/11.2020/69

That a report be prepared for an upcoming Council meeting.

The proposed project is to paint a mural on the Surat Water Tower.

A community questionnaire was sent out to each household in Surat & district.  
40 responses were received representing 45 people.

The results of the questionnaire (Record number D21/25711) are:

**Ques 1. Would you like to see a Mural painted on Surat's Water Tower?**

Yes - 26

No – 14

**Ques 2. Do you agree to Council using ratepayer's money to paint the mural and cover ongoing maintenance costs?**

Yes - 21

No – 19

**What would you like to see incorporated in the design?**

- River fish, angler – 8
- Cobb & Co coach - 12
- Wildlife, birds - 2
- Grain, Wheat, sorghum, mung beans, harvesters - 7
- Gum Trees, rural scene - 2
- Drover, farmer, shearer, cattle, sheep, transporting stock in trucks – 10
- Teachers, Council workers, truck drivers/trucks, publicans, local people - 3
- Oil rig, oil rig workers – 4
- Balonne River – 5
- Sport, Kangaroo shooting
- Advertising, the name Surat, something that would be able to be marketed as Surat
- Astor Theatre
- John Gallagher & Jack Mundy droving cattle and sheep
- The old bridge that was over the Balonne River.
- Something historic, history - 2
- Small piece of Indian art (As Surat names after Surat in India)
- Indigenous artwork
- Local events, local collaboration e.g., user group at Warroo
- Honouring the work that Surat locals have put into the Warroo grounds
- Aussie outback – river/lake with kangaroo riding on water skis or on a floaty
- Recognizing the significance of Myall Park Botanic Gardens

**Considerations raised in the consultations:**

- Concerns were raised by some community members about ongoing maintenance of the mural

- Doubt was raised about whether we would ultimately improve the number of tourists to the town as a result of a painted water tower
- Would it be better to spend the money on roads that are more vital
- Some would rather see fisherman statue project progressed
- If it proceeded perhaps, it should be funded through a grant
- do up the main street pavement, signage, Riverwalk instead - 4
- It will take the focus away from the main street and potentially away from retailers
- Either a sculpture of a leaping cod, mosaic or light show with sound – 4
- It must be lit at night otherwise it encourages people to bypass the main street
- Can become tacky if not maintained regularly
- Is this the best investment to make for the town over say placemaking?
- Location of the water tower isn't suitable due to its residential nature.
- The road is not guttered and sealed near the water tower
- Extra traffic in Charlotte & Alexander Street affecting residents

A face-to-face community meeting was held in Surat on the 27 April 2021. A small number of community members attended with about half being in favor of a mural and the other half not wanting a mural. It was agreed that if there was to be a mural or a "big something" it needed to be unique.

Discussion was held about how the money could be spent on beautification of the main street or other projects in the community plan rather than a mural. It was agreed by most people attending the meeting that the money it would take to paint the mural would be better spent on developing interpretive signs around Surat. Developing interpretive signs for Surat is already in the Community Plan.

To gain from learning from those who had been down this path, the author spoke to Megan Boyd from Goondiwindi Regional Council as Megan was involved in installing murals in the Goondiwindi region, including the Yelarbon Silo art and her comments are as follows:

- The viewing area is just as important as the mural as people must be able to pull over safely, have a clear view of and be able photograph the artwork.
- The Yelarbon silo artwork cost about \$250,000 including the works to the viewing area.
- She had recently received a quote to paint a mural on a small water tower and it was \$50,000.
- The lifespan of the artwork is about 10 years.
- Goondiwindi Regional Council are moving away from murals as they did not achieve what they had hoped, which is an increase in the number of people staying overnight. People stopped and looked at the murals then drove on.
- Megan said that good free camping facilities do make people stop overnight and even longer.

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

**What does the legislation and other statutory instruments include about the matter under consideration?** (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

Nil

**Council Policies or Asset Management Plans:**

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

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

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

Nil

**Input into the Report & Recommendation:**

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

Community members – Surat

Goondiwindi Regional Council – Megan Boyd

**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)

Funding through an Arts grant could be sought for 50% of the costs of painting the mural.

Ongoing maintenance costs and the costs associated with developing the viewing area would need to be budgeted for.

**This Financial Year's Budget:**

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

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

Nil

**Future Years' Budgets:**

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

Estimated cost of painting the mural – approximately \$50,000

Estimated cost of developing a viewing area – approximately \$50,000

Ongoing maintenance costs are unknown but a properly painted mural located outside would be expected to have a lifespan of 10 years.

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

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

Nil

**Risks:**

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

Risk	Description of likelihood & consequences
Offensive Material	There is a chance that something depicted on the paintings may be considered by some to be offensive (justified or not justified)
Long term maintenance	Maintenance of the paintings as a result of vandalism or deterioration over time may be costly.

**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)

receive and note the officer's report as presented.

**Recommendation:**

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

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

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

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

That Council:

1. receive and note the officer's report as presented.
2. not progress the concept of painting a mural on the Surat Water Tower

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.11 Arts and culture

**Supporting Documentation:**

Nil

**Report authorised by:**

Manager - Economic & Community Development

Deputy Chief Executive Officer/Acting Director Infrastructure Services

## **OFFICER REPORT**

**Meeting:** Ordinary 25 August 2021

**Date:** 12 August 2021

**Item Number:** 11.2

**File Number:** D21/66236

**SUBJECT HEADING:** Monthly Financial Report as at 31 July 2021

**Classification:** Open Access

**Officer's Title:** Program Funding & Budget Coordinator

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### **Executive Summary:**

The purpose of this report is for the Chief Executive Officer to present the monthly financial report to Council in accordance with section 204 of the *Local Government Regulation 2012* for the period ended 31 July 2021.

### **Officer's Recommendation:**

That the Monthly Financial Report for the period ended 31 July 2021 be received and noted.

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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
Nil	Nil

### **Context:**

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

To present the monthly financial report for the period ended 31 July 2021, in accordance with section 204 of the *Local Government Regulation 2012*.

### **Background:**

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

(Succinct overview of the relevant facts, without interpretation)

This report presents the high-level consolidated statement of income and expenditure for operating and capital budgets versus actuals for the period ended 31 July 2021.

**Maranoa Regional Council**

**Ordinary Meeting - 25 August 2021**

Please note that the current budget does not include carry over budgets -

**1. Operating Budget:**

<b>Maranoa Regional Council Statement of Income and Expenditure 31 July 2021</b>				
<b>Council Consolidated Operating</b>	<b>Jul-21 Current Budget \$</b>	<b>July - 21 Actual \$</b>	<b>% of budget</b>	<b>Comments</b>
<b>Operating revenue</b>				
Net rates, levies and charges	42,188,978	6,329	0%	Rates to be levied August/September 2021 and February/March 2022.
Fees and charges	2,594,085	672,213	26%	Predominantly Airport and Saleyards fees and charges received
Rental income	834,814	0	0%	
Interest received	785,400	51,083	7%	
Recoverable works and sales revenue	17,226,663	313,391	2%	Quarry sales revenue
Other income	2,617,245	6,372	0%	
Grants, subsidies, contributions	25,949,775	40,580	0%	
<b>Total operating revenue</b>	<b>92,196,960</b>	<b>1,089,968</b>	<b>1%</b>	
<b>Operating expenses</b>				
Employee benefits (includes Councillor remuneration)	31,992,619	1,591,510	5%	
Materials and services	37,399,097	2,233,269	6%	
Finance costs	694,663	61,834	9%	
Depreciation	19,292,810	0	0%	Depreciation will be processed on completion of 2020/21 financial statements
<b>Total operating expenses</b>	<b>89,379,189</b>	<b>3,886,613</b>	<b>4%</b>	
<b>Operating result</b>				
Operating revenue	92,196,960	1,089,968	1%	
Operating expenses	89,379,189	3,886,613	4%	
<b>Net Operating result total</b>	<b>2,817,771</b>	<b>(2,796,645)</b>		

## Operating revenue:

Operating revenue of \$1.090 million has been received to end of July 2021 with the majority of revenue being for Airport and Saleyards revenue and Quarry revenue.

## Operating expenses:

Operating expenses of \$3.89 million is currently 4% of annual current budget. Depreciation will be processed for the month of July 2021 when the property, plant & equipment of the financial statements for 2020/21 are finalised.

## 2. Capital Budget:

Maranoa Regional Council Capital 31 July 2021				
Council Consolidated	July-21 Current Budget \$	July-21 Actual \$	% of budget	Comments
<b>Capital revenue</b>				
Contributions – capital	2,042,281	0	0%	
Developer contributions/infrastructure charges	61,000	0	0%	
Other capital revenue	0	0	0%	
Government grants and subsidies	23,795,324	0	0%	
<b>Total capital revenue</b>	<b>25,898,605</b>	<b>0</b>	<b>0%</b>	Nil revenue received to date
<b>Capital expenditure</b>				
Projects – capital	42,727,921	1,722,041	4%	
Loan repayments	1,711,081	0	0%	Processed at the end of each quarter
<b>Total capital expenditure</b>	<b>44,439,002</b>	<b>1,722,041</b>	<b>4%</b>	

## Capital revenue:

Nil capital revenue received to 31 July 2021. As externally funded projects are commenced/completed, external funding will be received.



**Maranoa Regional Council**  
**Ordinary Meeting - 25 August 2021**

**Capital expenditure:**

The budget for 2021/22 was adopted on 28 July 2021 therefore minimal new approved capital works commenced during the month of July 2021. Current budget excludes budgets for continuing projects from 2020/21.

Council's investment in community infrastructure capital works year to date was \$1.722 million.

**Loans:**

The closing balance of Queensland Treasury Corporation (QTC) loans at 31 July 2021 is **\$18,934,166** which includes accrued interest and administration costs for the month of July.

QTC issue quarterly statements.

QTC Loans consolidated	YTD Cumulative FY 2021 - 2022
<b>Opening Balance</b>	18,884,663
Loan Repayments	0
Accrued Interest	47,676
Accrued Admin	1,827
Redemption	0
<b>Closing Balance QTC statement</b>	18,934,166

**Rates & Charges:**

**Number of Assessments – July 2021**

	Total Number of Assessments
As at 30 June 2021	7,881
As at 31 July 2021	7,880
As at 31 July 2020	7,857

**Maranoa Regional Council**

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**Rates Outstanding - Balance & Number – July 2021**

	<b>Total Amount Outstanding</b>	<b>Total Number of Assessments Outstanding</b>
As at 30 June 2021	\$2,777,251	666
As at 31 July 2021	\$2,344,286	519
As at 31 July 2020	\$2,533,668	598

**Assessment by Category Type**

<b>Category</b>	<b>Total Number of Rates Assessments</b>	<b>Amount Outstanding</b>	<b>Number of Assessments Outstanding</b>	<b>Percentage of the Category Outstanding</b>
<b>Residential</b>				
As at 30 June 2021	4,383	\$764,418.07	509	11.61%
As at 31 July 2021	4,383	\$514,272.23	391	8.92%
As at 31 July 2020	4,381	\$605,958.92	451	10.29%
<b>Commercial/ Industrial</b>				
As at 30 June 2021	615	\$379,406.16	52	8.45%
As at 31 July 2021	615	\$343,796.12	48	7.80%
As at 31 July 2020	615	\$472,898.93	58	9.43%
<b>Rural</b>				
As at 30 June 2021	1,660	\$416,683.58	77	4.64%
As at 31 July 2021	1,659	\$360,070.85	53	3.19%
As at 31 July 2020	1,657	\$310,325.75	71	4.28%
<b>Non-Urban Industrial</b>				
As at 30 June 2021	185	\$1,216,887.69	28	15.13%
As at 31 July 2021	185	\$1,135,364.30	27	14.59%
As at 31 July 2020	184	\$1,147,362.04	18	9.78%

**Prepaid rates:**

	<b>Prepaid Rates &amp; Charges</b>	<b>Number of Assessments</b>
As at 30 June 2021	\$567,013.20	751
As at 31 July 2021	\$682,415.27	805
As at 31 July 2020	\$754,660.49	994

**Payment Arrangements:**

	Number of Accounts that have Payment Arrangement	Value Outstanding in Payment Arrangements	Percentage of Rates arrears in payment arrangements
As at 30 June 2021	211	\$1,091,557.14	39.30%
As at 31 July 2021	209	\$1,044,163.79	44.54%
As at 31 July 2020	81	\$490,680.18	19.37%

**Reminder & Demand Letters – 1 July 2020 – 31 July 2021**

	Issue Date	Number Issued
First Reminder Letter – Levy 1 - 2020	25/11/2020	765
Second Reminder Letter – Levy 1 - 2020	15/12/2020	480
Demand Letter – Levy 1 – 2020	14/01/2021	145
Statement of Liquidated Claims – Levy 1 - 2020	4/02/2021	34
First Reminder Letter – Levy 100 - 2021	20/05/2021	723
Second Reminder Letter – Levy 100 – 2021	18/06/2021	367
Demand Letter – Levy 100 – 2021	8/07/2021	121

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

***What does the legislation and other statutory instruments include about the matter under consideration?*** (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

**Local Government Regulation 2012****204 Financial report**

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

**Council Policies or Asset Management Plans:**

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

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

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

N/A

**Input into the Report & Recommendation:**

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

Lead Rates and Utility Billing Officer / System Administrator  
Specialist – Finance Systems Support

**Funding Bodies:**

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

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

**This Financial Year's Budget:**

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

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

The purpose of this report is to present financial information on the progress that has been made in relation to Council's budget for the period ended 31 July 2021.

**Future Years' Budgets:**

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

This report is for information purposes.

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

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

Interested Parties – Maranoa Residents, Department of State Development, Infrastructure, Local Government & Planning, Queensland Audit Office.

**Risks:**

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

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

**Advice to Council:**

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

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

The presentation of monthly financial statements is a legislative requirement.

**Recommendation:**

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

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

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

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

That the monthly financial report for the period ended 31 July 2021 be received and noted.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 2: Delivering strong financial management

2.5 Financial Reporting

**Supporting Documentation:**

Nil.

**Report authorised by:**

Director - Corporate & Community Services

Chief Executive Officer

## **OFFICER REPORT**

**Meeting:** Ordinary 25 August 2021

**Date:** 3 August 2021

**Item Number:** 12.1

**File Number:** D21/62895

**SUBJECT HEADING:** Register of Pre-qualified Suppliers for Wet Hire of Equipment - Additional Supplier.

**Classification:** Open Access

**Officer's Title:** Manager - Procurement & Plant

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### **Executive Summary:**

The report for the addition of suppliers to the Register of Pre-qualified suppliers for the wet hire of equipment was presented at the Council meeting of the 14 July 2021. Unfortunately, a supplier was missed from the list of recommended suppliers.

This report corrects that error and request that Council approve the addition of another local supplier to the Register.

### **Officer's Recommendation:**

That:

1. Council approve the addition of *RK Fitting & Fabrication Pty Ltd* to the Register of Pre-qualified Suppliers for the Wet Hire of Equipment established in accordance with s232 of the *Local Government Regulation 2012* under the following sub-panels:
  - Skid Steer Loader
  - Truck – Rigid
  - Haulage – Flat Tops/Drop Decks
2. Pre-qualification for this business remains current until 30 November 2021.
3. Council authorises the Chief Executive Officer (or delegate) to enter into a Deed of Agreement with *RK Fitting & Fabrication Pty Ltd* formalising the terms and conditions detailed in the draft agreement.

---

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

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

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

RK Fitting & Fabrication Pty Ltd

### **Acronyms:**

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

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

Acronym	Description
N/A	N/A

**Context:**

*Why is the matter coming before Council?*

The addition of new suppliers to *the Register of Pre-Qualified Suppliers for Wet Hire of Equipment* is required to be approved by Council.

**Background:**

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

(Succinct overview of the relevant facts, without interpretation)

Council allows new suppliers on to the *Register of Pre-Qualified Suppliers for Wet Hire of Equipment* throughout the term of the Register's life to provide an opportunity for new suppliers to service Council through the Register.

This report includes an additional supplier that was inadvertently missed in the original report to Council for additional suppliers to the Register through Tender 21019.

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

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

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

The proposed addition to the Register of Pre-Qualified Suppliers for Wet Hire of Equipment satisfies the requirements of s232 of the *Local Government Regulation 2012*.

**Council Policies or Asset Management Plans:**

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

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

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

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)

The following staff provided input and developed this report:

- Manager – Maintenance Delivery and Works

**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)

While the Register is in place suppliers not on the register may believe they are disadvantaged.

### **Risks:**

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

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

### **Advice to Council:**

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

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

That Council approve the addition of RK Fitting & Fabrication Pty Ltd to the *Register of Pre-Qualified Suppliers for Wet Hire of Equipment* in accordance with s232 of the *Local Government Regulation 2012*.

### **Recommendation:**

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

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

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

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

1. Council approve the addition of *RK Fitting & Fabrication Pty Ltd* to the Register of Pre-qualified Suppliers for the Wet Hire of Equipment established in accordance with s232 of the *Local Government Regulation 2012* under the following sub-panels:



- Skid Steer Loader
  - Truck – Rigid
  - Haulage – Flat Tops/Drop Decks
2. Pre-qualification for this business remains current until 30 November 2021.
  3. Council authorises the Chief Executive Officer (or delegate) to enter into a Deed of Agreement with *RK Fitting & Fabrication Pty Ltd* formalising the terms and conditions detailed in the draft agreement.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.3 Roads and drainage

**Supporting Documentation:**

Nil

**Report authorised by:**

Deputy Chief Executive Officer/Acting Director Infrastructure Services

## **OFFICER REPORT**

**Meeting:** Ordinary 25 August 2021

**Date:** 12 August 2021

**Item Number:** 12.2

**File Number:** D21/65903

**SUBJECT HEADING:** Roma Urban Water Security Assessment

**Classification:** Open Access

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

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### **Executive Summary:**

The Department of Regional Development, Manufacturing and Water carried out an assessment of the Roma water security. The attached report provides the findings of this report, that they request Council endorse and upload on our website.

### **Officer's Recommendation:**

That Council:

- Endorse the release of this report by the Department of Regional Development, Manufacturing and Water
- Upload the report to the Council website

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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).

This report affects all the consumers that make use of the Roma water supply.

### **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
DRDMW	The Department of Regional Development, Manufacturing and Water

### **Context:**

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

DRDMW require Council to endorse this report before they will provide a notice to their Minister, do a media release and upload the document on their website.

### **Background:**

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

(Succinct overview of the relevant facts, without interpretation)

DRDMW carry out reviews on Council water supplies where they are concerned that the security of the supply could be in question.

They decided to carry out an assessment of the Roma supply, in collaboration with Council, as they had noticed that the level of the ground water for the bores had dropped dramatically over the past 60 - 80 years and was continuing to fall.

The key findings were:

- There have been significant drawdowns in the Gubberamunda Sandstone aquifer as a result of around 85% of Roma's water supply extraction being from this aquifer (noting the balance is drawn from the Mooga Sandstone aquifer), and these drawdowns extend a considerable distance from town.
- Groundwater levels in the Gubberamunda Sandstone aquifer are likely to continue to decline if the current rate of extraction is maintained even during years of average to above average rainfall.
- The local long-term impacts of town water extractions from all GAB aquifers accessed should be closely monitored with a view to managing future groundwater levels and extractions.
- Local groundwater assessment and modelling is recommended as a decision support tool to assist in the management of water extractions particularly from the Gubberamunda Sandstone aquifer.
- A number of older bores have been identified for decommissioning and replacement.
- Above ground storage volume only provides for one days' supply and the replacement of aging mains is seen as a priority.
- Potential changes in water demand in the vicinity of Roma's town bores and impacts on water levels will need to be monitored and regularly assessed as additional groundwater take for nearby agricultural purposes is currently not prohibited under the *Water Plan (Great Artesian Basin and Other Regional Aquifers) 2017*; noting that Council currently holds the largest entitlement from the Mooga and Gubberamunda Sandstone aquifers (i.e. 3225 megalitres per annum (ML/a) out of a total of 3773 ML/a of entitlements and estimated extractions within 25 km of Roma).
- Water restrictions, in addition to permanent water conservation measures, may on occasion need to be applied (primarily during extended dry periods) to manage extraction rates from some town bores.
- Although the water from some bores has recorded slightly higher than desirable levels of pH and salinity in the past, the treated water has otherwise consistently met the minimum chemical standards outlined in the Australian Drinking Water Guidelines

They have recommended actions that will assist with addressing the issue, most of which Council already have in progress or planned. These are:

- Decommissioning, as recommended by DRDMW, the oldest town water supply bores in poor condition that were constructed up to over 130 years ago and replacing them with bores potentially connected to the Hutton Sandstone aquifer to provide secure water supply.

- Increasing reservoir capacity to guarantee a minimum of three days' supply from above ground storage by installing a 5 ML capacity reservoir with gravity feed to the whole town network and to provide a high-flow source to support new economic development.
- Replacing old reticulation mains that are starting to fracture in the northern and southern reticulation zones, to ensure the community and new and existing commercial and industrial enterprises benefit from reliable water supply delivery.
- Installing continuous data loggers on key town water supply bores over time, to enable monitoring and support a local model for assessment of groundwater extraction impacts; and provide telemetry connection to, and upgrading of, the existing SCADA system to enable optimum management of groundwater extractions to ensure water provision and minimised pumping power costs.
- Identifying any area where demand management can be slightly improved and potentially conduct a community education program including a WaterWise Home and Garden Rebate scheme and establish a water efficient demonstration garden and a sports field irrigated with surface water or conditioned groundwater to minimise groundwater demand.
- Conducting a meter validation/replacement program across Roma to ensure accuracy of metering

Should Council endorse this report and work towards implementing these recommendations, the Department would support our applications for State Government funding for these works.

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

***What does the legislation and other statutory instruments include about the matter under consideration?*** (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

N/A

**Council Policies or Asset Management Plans:**

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

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

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

The next review of the Water Network Asset Management Plan will include a comment on this report and ensure that the works identified are documented. This will also be included in the next review of the Roma Water Strategy.

**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)

Team Coordinator - Projects & Compliance WSG, reviewed the DRDMW report and supported the findings and recommended works.

**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)*

The works identified in this report will require some additional funding in the future, where projects are not identified in the current Water Network Asset Management Plan. There is only one project not included and it is relatively minor:

- Installing dataloggers on bores

### **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)

This report details the security of the Roma water supply, which affects all consumers from this supply.

### **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
Council does not endorse this report and commit to the works required	The cost of pumping from the bores will increase each year and in the future many of these bores will no longer be able to extract water.

### **Advice to Council:**

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

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

The reasoning behind this report is sound as are the findings. The works proposed are projects that Council have mostly already identified.

Endorsing this report will mean that the Department will strongly support our applications for State funding, increasing the chances of obtaining funds.

It is recommended that the report be endorsed.

**Recommendation:**

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

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

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

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

***If so, for what reason?***

That Council:

- Endorse the release of this report by the Department of Regional Development, Manufacturing and Water
- Upload the report to the Council website

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.1 Water

**Supporting Documentation:**

1 [🔗](#) Roma Urban Water Security Assessment - Department of Regional Development, Manufacturing and Water - August 2021 D21/65832

**Report authorised by:**

Deputy Chief Executive Officer/Acting Director Infrastructure Services

Department of Regional Development, Manufacturing and Water

# Roma

urban water security assessment



CS10252 8/21

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## Summary

The town of Roma is located at the junction of the Warrego and Carnarvon highways, 480 km north-west of Brisbane and 270 km west of Dalby. Roma is a thriving service centre supporting the agricultural and energy sectors within the Maranoa region.

The Queensland Government Statistician's Office June 2019 estimate of Roma's population was 6915. Growth in Roma's population is forecast to occur at the rate of 0.4% per annum over the next twenty years and be around 8000 by 2050.

Safe, secure and reliable water supply is an essential resource for Roma, not only providing for the health and wellbeing of the community, but also providing opportunities for economic and community enhancement. Maranoa Regional Council (Council) is the registered water service provider, under the *Water Supply (Safety and Reliability) Act 2008*, providing both drinking water and wastewater services. Roma's water supply source is groundwater sourced from aquifers that are part of the Great Artesian Basin (GAB).

The Queensland Government, through the Department of Regional Development, Manufacturing and Water (DRDMW), and Council have, in partnership, investigated Roma's existing urban water supply system and its capacity to support current demands and future growth. This urban water security assessment (UWSA) presents an evaluation of the balance between Roma's current and future water demands and available groundwater supplies, to develop a shared understanding of Roma's urban water supply security and providing valuable information for future water supply management by Council.

Growth in future water demands for the Roma community was considered, to identify the timing and magnitude of any water supply security

impacts. Historical bore data and the results of regional groundwater aquifer system modelling undertaken by the Queensland Government to support its management of the Coal Seam Gas (CSG) industry near Roma underpin the key findings from this assessment, which include:

- There have been significant drawdowns in the Gubberamunda Sandstone aquifer as a result of around 85% of Roma's water supply extraction being from this aquifer (noting the balance is drawn from the Mooga Sandstone aquifer), and these drawdowns extend a considerable distance from town.
- Groundwater levels in the Gubberamunda Sandstone aquifer are likely to continue to decline if the current rate of extraction is maintained even during years of average to above average rainfall.
- The local long-term impacts of town water extractions from all GAB aquifers accessed should be closely monitored with a view to managing future groundwater levels and extractions.
- Local groundwater assessment and modelling is recommended as a decision support tool to assist in the management of water extractions particularly from the Gubberamunda Sandstone aquifer.
- A number of older bores have been identified for decommissioning and replacement.
- Above ground storage volume only provides for one days' supply and the replacement of aging mains is seen as a priority.

- Potential changes in water demand in the vicinity of Roma's town bores and impacts on water levels will need to be monitored and regularly assessed as additional groundwater take for nearby agricultural purposes is currently not prohibited under the *Water Plan (Great Artesian Basin and Other Regional Aquifers) 2017*; noting that Council currently holds the largest entitlement from the Mooga and Gubberamunda Sandstone aquifers (i.e. 3225 megalitres per annum (ML/a) out of a total of 3773 ML/a of entitlements and estimated extractions within 25 km of Roma).
- Water restrictions, in addition to permanent water conservation measures, may on occasion need to be applied, primarily during extended dry periods, to manage extraction rates from some town bores.
- Although the water from some bores has recorded slightly higher than desirable levels of pH and salinity in the past, the treated water has otherwise consistently met the minimum chemical standards outlined in the Australian Drinking Water Guidelines.

Council is taking a proactive approach as outlined in the Moving Forward section of this assessment to provide an appropriate level of water supply security for Roma, and to ensure that the right environment exists for the community, businesses, industry and tourism to continue to thrive in Roma.



## Water supply sources

Roma's water supply source is from Great Artesian Basin aquifers.

The Maranoa Regional Council owns 14 bores that tap the Great Artesian Basin to supply Roma's town water supply, as shown in Figure 1. The supply to the town was artesian until the 1940's, however has since become subartesian.

Council holds four groundwater licences to extract up to 3425 ML/a in accordance with the Water Plan (Great Artesian Basin and Other Regional Aquifers) 2017 for Roma's town water supply and irrigation. These include licences to extract:

- 300 ML/a from the Surat Mooga Sandstone groundwater sub-area
- 2895 ML/a from the Surat Gubberamunda Sandstone groundwater sub-area
- 30 ML/a from the Surat Gubberamunda Sandstone groundwater sub-area (for irrigation), and
- 200 ML/a from the Surat Hutton Sandstone groundwater sub-area

Annual groundwater extractions range from around 40 to 440 ML/a per bore with the pumps in some bores operating for more than 16 hours per day. Some water treatment including pH correction and disinfection occurs at most bore-heads. Above ground storage volume only provides for one days' supply and the replacement of aging mains is seen as a priority.



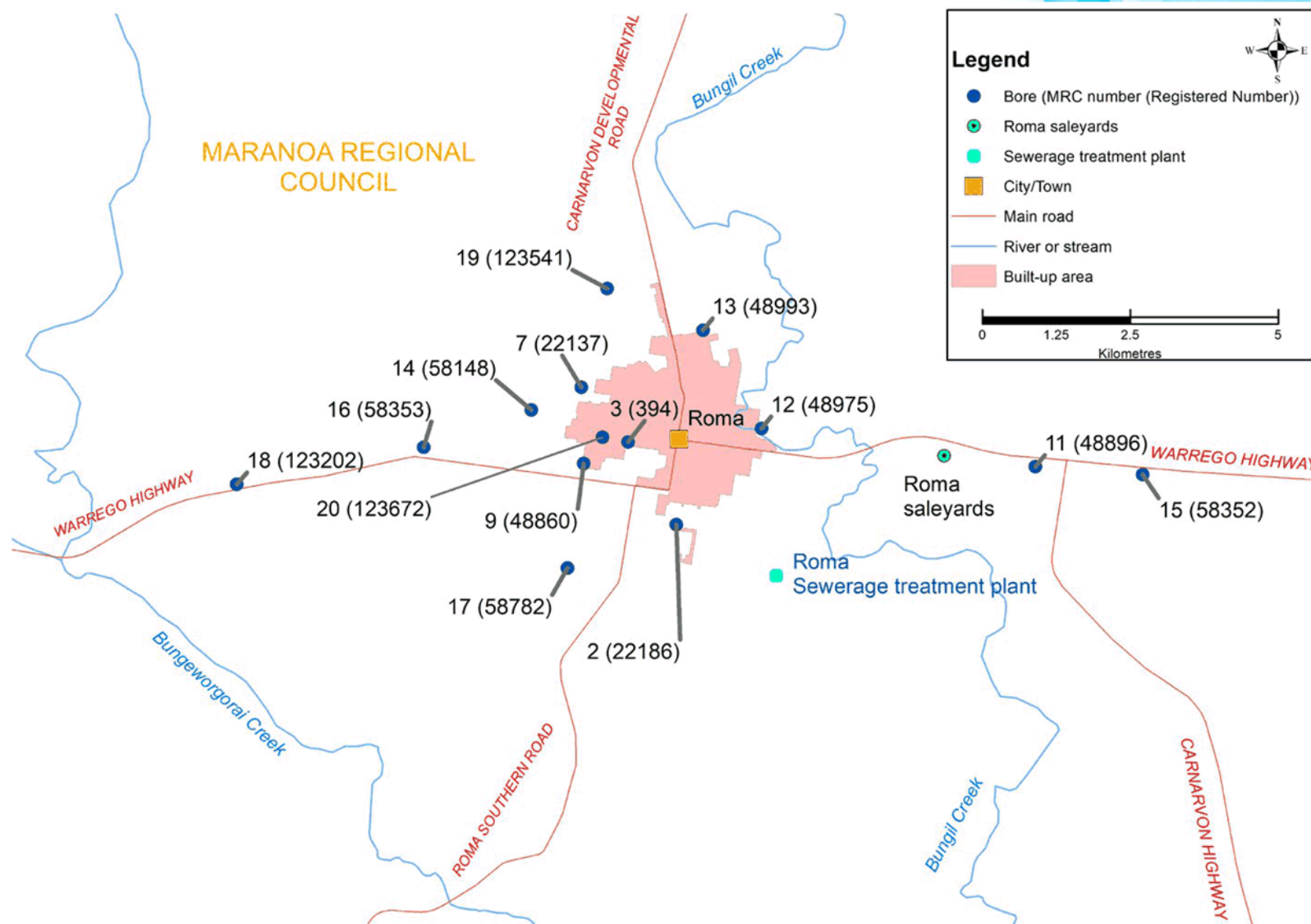


Figure 1: Location of Roma and Council's associated town water supply bores



## Roma's town water demand

Roma's reticulation network provides water for urban purposes to about 7000 people (as of June 2019).

Information reported to the department by Council via the Statewide Water Information Management database shows that the total volume of water sourced for the Roma reticulation network over the 12 years from 2008–09 to 2019–20 averaged 2111 ML/a (ranging from 1456–2794 ML/a).

Based on the total volume of water sourced and the serviced population, the average water demand during this period was 817 litres per capita per day (L/c/d). This figure accounts for residential, commercial, municipal and industrial water supplied from the reticulation network, plus any system losses. It also includes water use by some of the transient population, such as tourists and workforce personnel staying in hotels and motels. Accordingly, water use by the transient population is, in part, accounted for under the category of commercial use. In the past some water was carted to outlying construction camps from unmetered standpipes and consequently this water has been accounted for separately as part of non-revenue water.

The average residential water use for this period was 476 litres per person per day (L/p/d).

## Recycled water use

A portion of the water supplied through Roma's reticulation network is collected and treated at Roma's wastewater treatment plant. This water is recycled and used for golf course and agricultural irrigation. Water demand that is met through the use of recycled water is not included in the current or projected demands on the Roma reticulation network.

## Climatic variability impacts on water demand

Urban water demand varies between years and within each year, depending on climatic conditions and factors such as rainfall and temperature. Higher demands usually occur during hotter, drier periods.

Figure 2 shows Roma's annual rainfall for the period 2008–09 to 2019–20, and the total volumes of water sourced each year for Roma's reticulation network over the same period. During this period, the volume of water sourced varied considerably from year to year, ranging from approximately 563 L/c/d during a relatively wet year (2010–11) to 1048 L/c/d in a relatively dry year (2013–14).

Image courtesy of Peter Campbell

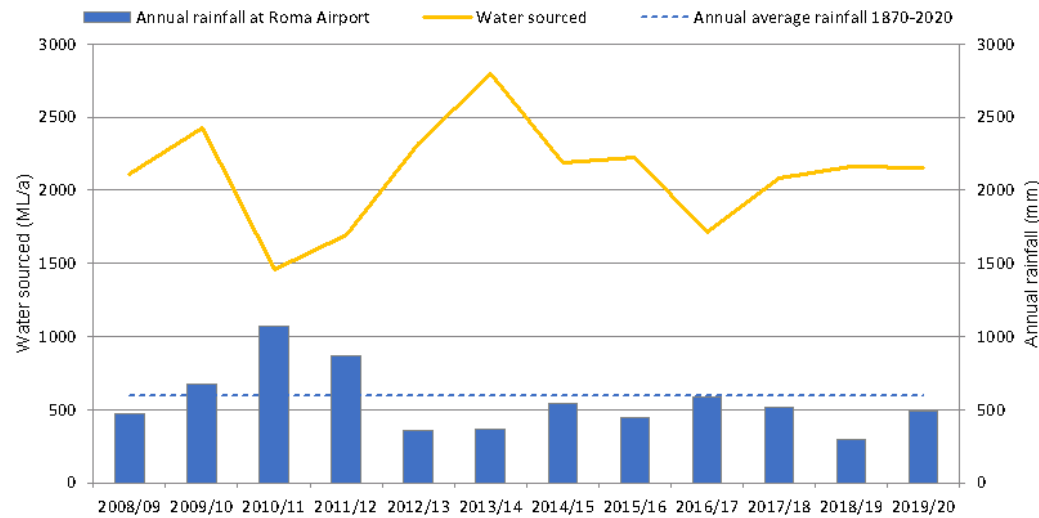


Figure 2: Water sourced and annual rainfall for Roma

## Climate change

Climate change is a shift in the long-term average weather patterns or trends over many decades. The impacts are forecast to be different in different areas across Queensland. To better understand the possible impacts, regional scale projections based on global climate models have been developed by the Department of Environment and Science<sup>1</sup>. These models have been referenced against the climate change reference period 1986–2005. The projections are frequently reviewed as climate change knowledge evolves.

Long-term historical rainfall data for Roma (1870–2020) is summarised in Table 1 (page 6).

Annual rainfall for Roma over this period averaged 593 mm. Also shown in Table 1 is the average rainfall over the:

- 1986–2005 period — averaging similar to the longer term but as would be expected having a shorter band-width of extremes due to the shorter period of data
- 2008–09 to 2019–20 period which is a generally drier period in the historical record — also with a shorter band-width of extremes due to the shorter period of data, and
- eight drought years commencing in 2012–13 which is much drier than the average over the long term and the climate change reference period 1986 to 2005 and also experienced a narrow band-width of extremes as there were no wet years.

<sup>1</sup> Climate change projections developed by the Queensland Government's Department of Environment and Science



**Table 1:** Summary of annual rainfall statistics for Roma

Rainfall Station No: 43030 Roma Post Office (1870–1991)	Mean (mm)	Median (mm)	Historic low (mm)	Historic high (mm)
Rainfall Station No: 43091 Roma Airport (1992–2020)				
1870 to 2020	593	582	164	1532
1986 to 2005	582	616	366	873
2008–09 to 2019–20	561	506	301	1073
2012–13 to 2019–20	453	471	301	588

Under an unchanged greenhouse gas emission scenario, the projected climatic changes for the Maranoa Regional Council local government area indicate that by 2050 seasonal variations may include:

- warmer temperatures for each season (average, minimum, and maximum)
- higher evaporation rates for each season
- longer durations of droughts.

The possibility of more extreme and longer-duration droughts than have previously been recorded historically for Queensland highlights the need for long term water supply planning processes to be adopted, implemented, and regularly reviewed.

While the average annual rainfall during the period from 2008–09 to 2019–20 is comparable to the median 2050 projection (for average annual rainfall)—561 mm and 586 mm respectively—projected higher evaporation suggests that Roma’s average water demands may be higher in the future (with likely increased outdoor water use). The 2012–13 to 2019–20 period would provide a good benchmark for water supply network planning and meeting future service delivery needs.

### Water Restrictions

In an effort to reduce water consumption and to extend the duration of the available water supply during extended dry periods, Council has permanent conservation measures in place for Roma which restrict outdoor water use to three days each week and only between 4pm and 9am during September to March. This action tends to result in use of around 5.7 ML/day (or around 2100ML/a) on average.

Any updates on water restriction rules can be sighted on Council’s website ([www.maranoa.qld.gov.au](http://www.maranoa.qld.gov.au)).

## Other users of the bulk water supply sources

### Agriculture

The key agricultural industries in the Roma region are sheep and cattle production. Within a 25 km radius of Roma there are 404 bores accessing water from Great Artesian Basin aquifers with 309 of those bores largely providing water supply for stock watering and domestic use.

The estimated extractions for stock and domestic use in this area from the Mooga and Gubberamunda Sandstone aquifers, which are currently Roma's main water source aquifers, are 331 ML/a and 217 ML/a respectively. These extractions are relatively small when compared to Roma's average town water supply extraction of around 2100 ML/a.

### Industry

The main industries within Roma's urban area are associated with businesses directly supplying to the CSG industry, agribusinesses, construction, transport, tourism, cypress sawmilling, metal fabrication and engineering. The water use by these businesses is accounted for within the total water demand figures for the network, generally under the category of 'non-residential' water use.

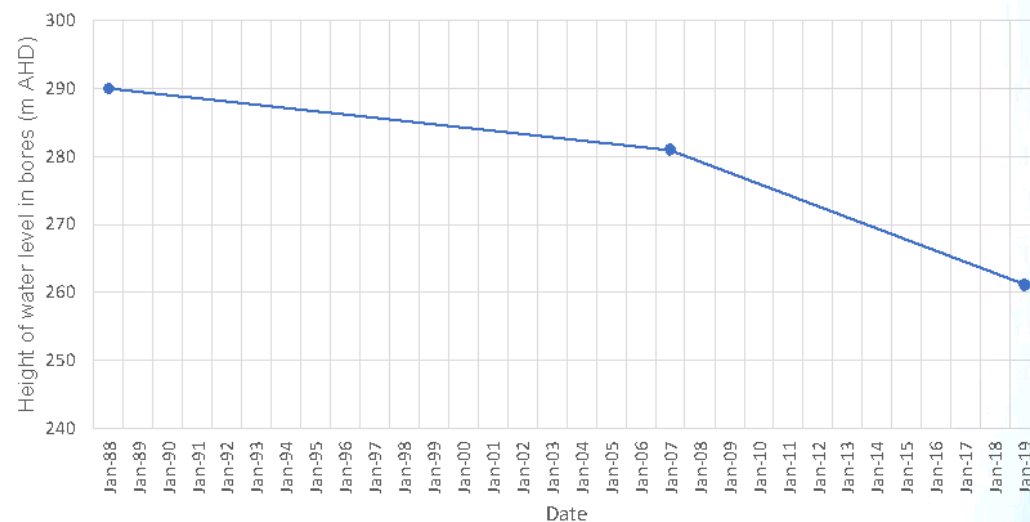
Surrounding Roma's urban area there is significant ongoing oil and gas development. This development is largely occurring to the north and east of Roma. The extractions for CSG production, together with some planned future extractions from the Walloon Coal Measures for additional CSG production, are not expected to impact the quantity of water available to Roma from the Gubberamunda Sandstone aquifer.

## Historical performance of Roma's water supply

Although, there has been no recorded urban water supply shortfall in Roma due to insufficient available groundwater to date, there have been significant drawdowns in the main Gubberamunda Sandstone aquifer as a result of town water supply extraction and these drawdowns radiate out for a considerable distance from Roma. The long-term viability of the GAB supply locally, from all aquifers accessed, will need to be closely monitored, and the groundwater levels and the amount extracted carefully managed into the future.

Figure 3 provides information about the behaviour of Roma's groundwater supply since 1988. In the absence of detailed water level data for the Roma town bores, DRDMW monitoring bores, although distant from the town bores, provide some information to better understand the historical behaviour of the groundwater within the Mooga and Gubberamunda Sandstone aquifers.

As can be seen from Figure 3, the water levels have been declining over a number of years.



**Figure 3:** Recorded behaviour of Roma's groundwater supply from 1988 to 2019 based on groundwater levels at the time of drilling individual town water supply bores

## Future water demand

Well-founded water supply planning necessitates an understanding of the likely (and possible) changes in water demand into the future.

The projections of population growth and water demand are subject to ongoing monitoring of actual population growth and variations in water use trends (e.g. changes in water use practices may increase or decrease consumption).

### Roma's town water demand

The resident population of Roma is projected to grow at the rate of 0.4% per annum in the period up to 2041 and is forecast to reach around 8000 by 2050.

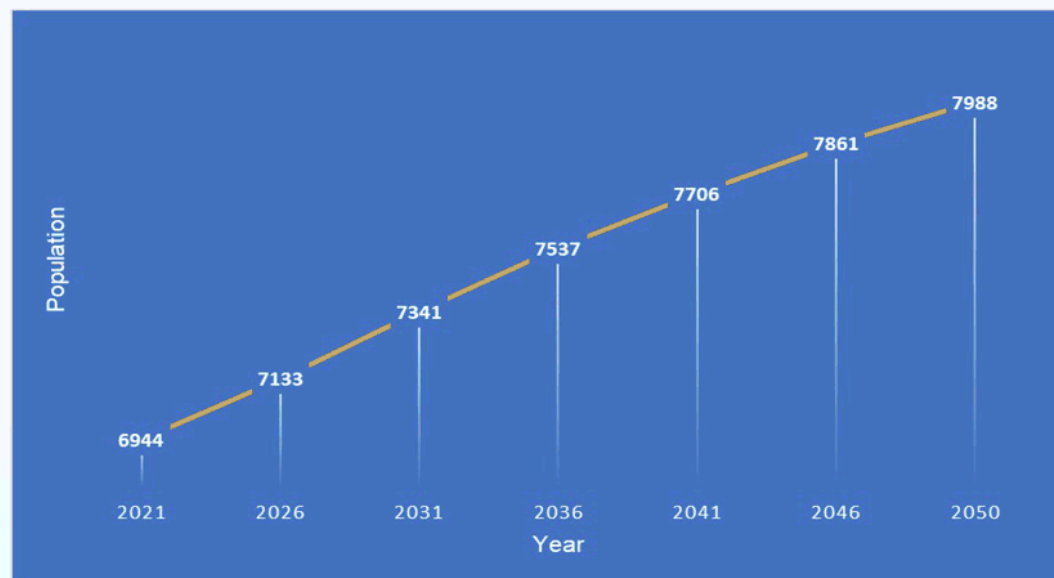


Figure 4: Roma's projected population growth



The average daily water demand for Roma over the 12-year period 2008–09 to 2019–20 was 817 L/c/d. This is a typical level of use for western Queensland cities and towns. As Roma's population is forecast to grow to the year 2050, proportional increases in average urban demand over this timeframe is also expected. However, during particularly dry periods, the demand is likely to be higher than this 'average' demand, and average demands may also be slightly higher in the future as a result of increased evaporation resulting in increased outdoor water use.

Under the assumption that per capita usage remains at an average of 817 L/c/d, the projected average annual volume sourced would increase to around 2400 ML/a by 2050.

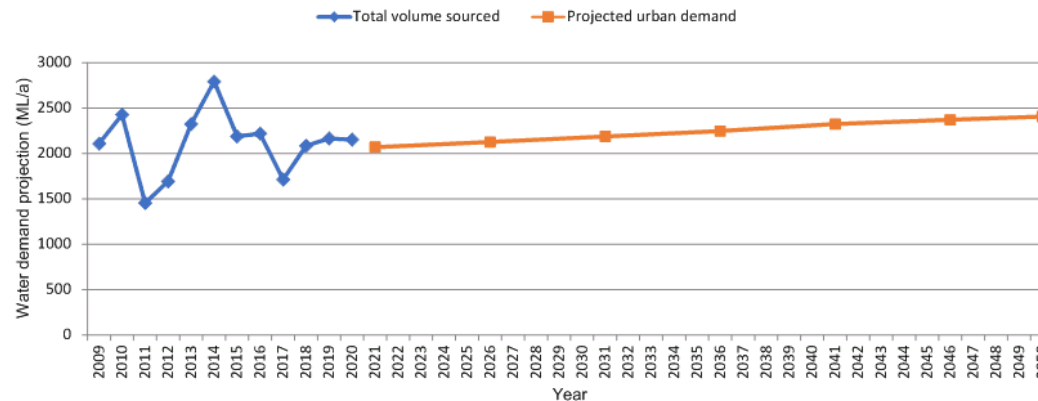


Figure 5: Average urban water demand projection for Roma

## Recycled water

As Roma's demand for potable water increases in the future, so too will the portion of water supplied through Roma's reticulation network that is collected and treated at Roma's wastewater treatment plant be available for recycling. However, based on the current use of recycled water in Roma for golf course and agricultural irrigation; and the continued availability of the groundwater for the town supply, it is considered unlikely that recycled water will be substituted for any town supply uses in Roma for the foreseeable future. Hence, for the purpose of this assessment, recycled water usage is excluded from consideration in Roma's future urban supply and demand balance.

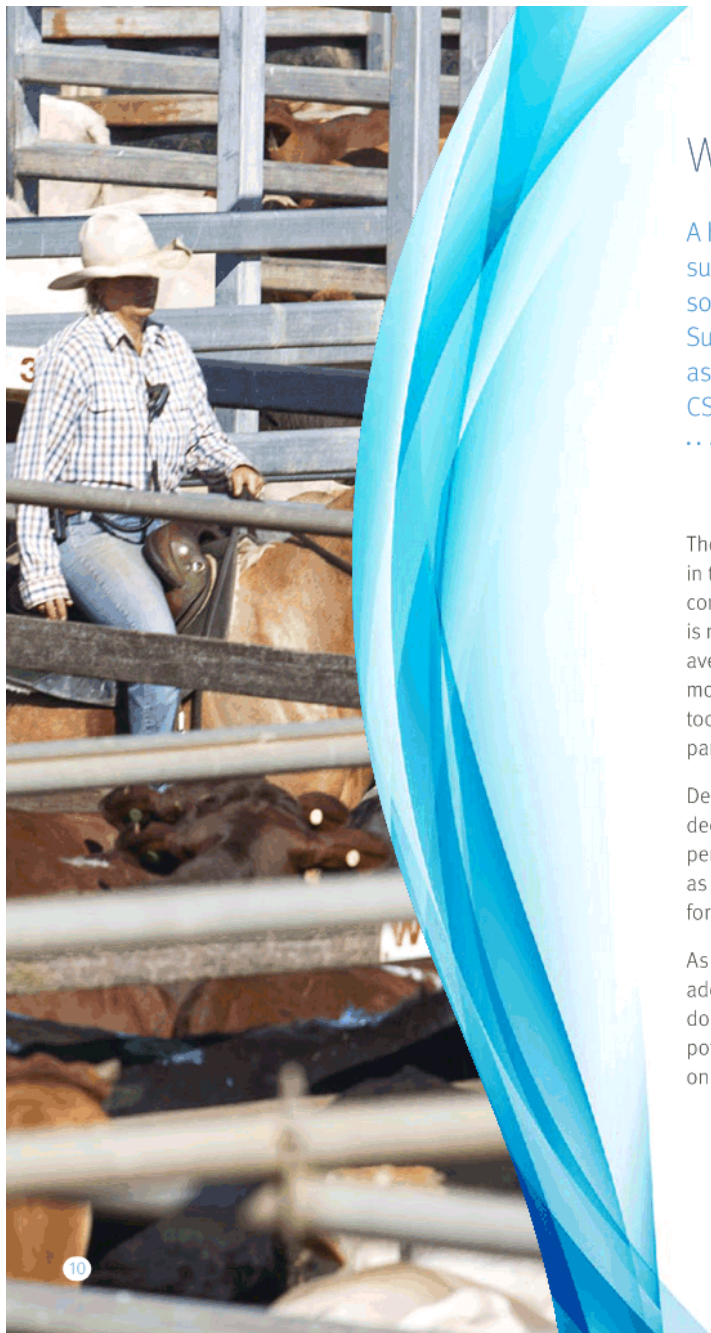
## Other users of the bulk water supply sources

### Agriculture

Additional groundwater demand for nearby agricultural (stock) purposes is currently not prohibited under the Water Plan (Great Artesian Basin and Other Regional Aquifers) 2017, therefore any potential changes in water demand in the vicinity of Roma's town bores and the associated impacts on water levels will need to be monitored and assessed to ensure any additional extractions do not significantly impact the water levels in Roma's town water supply bores.

### Industry and commerce

Future growth in industry and commerce, and associated water demands, is largely subject to changes in population and/or changes in the global economic environment resulting in increased demands for exported products from the region. At this stage, there are no definite large-scale industrial developments or changes anticipated that would significantly impact on water demand from the water supply sources used for Roma. Hence, this assessment assumes growth in water demand from industry and commerce in Roma is incorporated in the aforementioned overall per capita demand rate.



## Water supply system capability

A hydrogeological review of the available groundwater information relevant to Roma's bore supply has been undertaken by DRDMW to assess the capability of Roma's water supply sources to meet current and projected future water demands (DRDMW, 2021, 'Roma Town Water Supply Hydrogeological Review'). The review included information from regional groundwater assessments undertaken by the Queensland Government to support its management of the CSG industry near Roma.

.....

The hydrogeologic review found the groundwater levels in the Gubberamunda Sandstone aquifer are likely to continue to decline if the current rate of extraction is maintained even during years of average to above average rainfall. Local groundwater assessment and modelling is recommended as a decision support tool to assist in the management of water extractions particularly from the Gubberamunda Sandstone aquifer.

Decommissioning of older bores and exploring the deeper Hutton Sandstone aquifer for an increased percentage of the town's water supply is recommended, as is careful selection and management of when and for how long each bore is operated.

As there are currently no restrictions on drilling additional bores within 25 km of Roma for stock and domestic purposes, other landholders in the area could potentially drill new bores, placing additional demand on the aquifers currently accessed by Council.

Water level monitoring at each town bore, and down-hole inspections of selected bores, will aid in the process of managing extractions from individual aquifers as well as identifying bores that should be decommissioned or replaced and inform how the borefield would best be operated to provide for back-up capacity and minimise power consumption.



Photo: Roma Saleyards. Courtesy of Tourism and Events Queensland.



## Moving forward

This UWSA has been a collaboration between the Queensland Government and Maranoa Regional Council to develop a shared understanding of the existing security of Roma's water supply and its capacity to support future growth.

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Maranoa Regional Council recognises that a secure and reliable water supply is essential for supporting Roma's current and future population, as well as local businesses, industry and tourism. Council is committed to moving forward and achieving this outcome for the community.

Council will continue to proactively investigate, develop and implement solutions to ensure sustainable water supply security for the Roma community and to support additional growth, potentially including:

- Decommissioning, as recommended by DRDMW, the oldest town water supply bores in poor condition that were constructed up to over 130 years ago and replacing them with bores potentially connected to the Hutton Sandstone aquifer to provide secure water supply.
- Increasing reservoir capacity to guarantee a minimum of three days' supply from above ground storage by installing a 5 ML capacity reservoir with gravity feed to the whole town network and to provide a high-flow source to support new economic development.
- Replacing old reticulation mains that are starting to fracture in the northern and southern reticulation zones, to ensure the community and new and existing commercial and industrial enterprises benefit from reliable water supply delivery.
- Installing continuous data loggers on key town water supply bores over time, to enable monitoring and

support a local model for assessment of groundwater extraction impacts; and provide telemetry connection to, and upgrading of, the existing SCADA system to enable optimum management of groundwater extractions to ensure water provision and minimised pumping power costs.

- Identifying any area where demand management can be slightly improved and potentially conduct a community education program including a WaterWise Home and Garden Rebate scheme and establish a water efficient demonstration garden and a sports field irrigated with surface water or conditioned groundwater to minimise groundwater demand.
- Conducting a meter validation/replacement program across Roma to ensure accuracy of metering.

Council acknowledges that it has an important role to play in educating the community regarding water conservation and ensuring that the available water resources are effectively managed. Council will work with the community to identify an appropriate level of service for water supply security in Roma, which will involve balancing an acceptable level of water availability with the lifestyle and expectations of the community.

By continuing to pursue an appropriate level of water supply security for Roma, Council is working to ensure that the right environment exists for the community, businesses, industry and tourism to thrive in Roma.



For more information on the Urban Water  
Security Assessment program please visit

**[business.qld.gov.au](https://business.qld.gov.au)**

## **OFFICER REPORT**

**Meeting:** Ordinary 25 August 2021

**Date:** 13 August 2021

**Item Number:** 12.3

**File Number:** D21/66322

**SUBJECT HEADING:** Latemores Road - Additional material required

**Classification:** Open Access

**Officer's Title:** Deputy Director / Strategic Road Management

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### **Executive Summary:**

As part of a recent Ordinary Meeting, Council resolved to add a new section of road, being Latemores Road (east of Roma), to Council's Rural Road Register.

As part of the addition, works were completed on the road to instate some formation to help improve the overall safety and function of the road.

This report outlines the details and a brief history of the request and a recommendation for Council's consideration.

### **Officer's Recommendation:**

That Council:

1. Provide in principle support to undertaking works on Latemores Road, to improve the trafficability of the road during wet conditions.
2. Continue to explore options of using material salvaged from recent and planned Council and State Government Road upgrade projects for use as gravel surfacing for the road.
3. Be presented with an estimate as part of the Quarter 1 budget review for consideration in the 2021/22 approved capital works.

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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).

Landowners along Latemores Road:

- S R Swires & G Swires
- C L Schefe & G P Schefe
- Mr M R Beitz & H M Beitz
- R J Latemore
- Mr P Winkel & T M Winkel
- M J Walters & M L Walters
- Miss M M Allen & B A Edwards

### 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
LGA 2009	Local Government Act 2009

### Context:

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

Capital investment decisions, by way of road network upgrade, are a matter for Council's consideration.

### Background:

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

*(Succinct overview of the relevant facts, without interpretation)*

Earlier this year, Council considered a report relating to a request from residents to add an unnamed section of road off Blue Hills Road. The request was brought to Council as sections of the road had deteriorated to the point where traversing the road was becoming increasingly difficult. Council resolved to add a new section of road, being Latemores Road (east of Roma), to Council's Rural Road Register.

As part of the addition and follow on from the resolution, works were completed on the road to help address the residents' concerns and instate some formation (shape) to help improve the overall safety, drainage and function of the road. These works were undertaken in late June this year.

In completing the works, natural material was used to help create the "shape" – as there was very little gravel remaining on the running surface. The initial feedback from the residents was positive, and they appreciated having the road formally added to Council's Road Register so programmed maintenance could be undertaken.

Since the works, Council has become aware that the road is extremely slippery after even small amounts of rain (i.e. 6mm). The feedback was the road performance in the dry is a considerable improvement from prior to the works being undertaken, however it is extremely slippery after rain.

An inspection of the road was undertaken by Council officers both prior to, and during a rainfall event and confirmed this to be the case.



**Figure 1 – Section of road after grade was completed**



**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**

The *Local Government Act 2009* Section 59 defines:

- (2) A **road** is-
  - a) an area of land that is dedicated to public use as a road; or
  - b) an area of land that-
    - i. is developed for, or has a 1 of its main uses, the driving or riding of motor vehicles; and
    - ii. is open to, or used by, the public; or
  - c) a footpath or bicycle path; or
  - d) a bridge, culvert, ferry, ford, punt, tunnel or viaduct.
- (3) However, a **road** does not include-
  - a) a State-controlled road; or
  - b) a public thoroughfare easement.

**Section 60 – Control of Roads**

Council's control includes being able to "*construct, maintain and improve roads*". The recommendation presented does not contravene the LGA 2009 and is consistent with section 60 of the legislation.

**Council Policies or Asset Management Plans:**

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

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

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

## **Council Policy – Construction of Roads for Access to Property**

This policy sets out Council's response to requests to construct new, extend or upgrade roads on road reserves or close roads under the care and control of Council, where no pavement currently exists.

Typically, these requests relate to historical subdivisions in rural areas which have gazetted road reserves but no constructed or maintained road assets.

The objectives of this policy are to clearly articulate that Council:

- a) is under no obligation to construct a road or pavement;
- b) is under no obligation to extend the length of an existing road;
- c) is under no obligation to upgrade the level of service or hierarchy class of an existing road;

And to:

- a) establish the basis and process for staff to deal with requests to construct new, lengthen existing and/or upgrade the level of service of roads;
- b) ensure that there is a process that ensures all requests to construct new, lengthen existing and/or upgrade the level of service of roads are dealt with in a consistent, transparent and equitable manner;
- c) ensure that there is a fair and transparent process in place for the improvement of formed, unformed and unmade roads. The section of road reserve identified for the proposed road construction under current policy is considered an Unmade Road; A public road reserve that has had no capital improvements including clearing, formation and gravel paving.

### **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)

Asset Officer – Transport Network (co-author of report)

Team Leader – Construction Team 4

Property Owners of the adjacent to Latemores Road.

Discussion held with property owners to establish a treatment that they would be satisfied with. The recommendation is consistent with the discussed treatments.

### **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?***



The recommendation has been prepared with the view of improvement to the road network, by using recovered material and undertaking the works in conjunction with a major stabilisation program to help further bring the costs of the upgrade works down.

A typical gravel resheet of this length of road would be in the order of \$110,000. If Council is able to secure material from salvaged from recent/planned Council and State Government Road upgrade projects, it is likely to works could be completed for around \$65,000

### Future Years' Budgets:

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

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)

Residents of Latemores Road

### Risks:

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

Risk	Description of likelihood & consequences
No Action	Ongoing frustration from residents along the road due to the impact to their road access even after a small amount of rain.

### Advice to Council:

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

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

That Council consider the resolution as presented.

### Recommendation:

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

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

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

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

That Council:

1. Provide in principle support to undertaking works on Latemores Road, to improve the trafficability of the road during wet conditions.
2. Continue to explore options of using material salvaged from recent Council and State Government Road upgrade projects for use as gravel surfacing for the road.
3. Be presented with an estimate as part of the Quarter 1 budget review for consideration in the 2021/22 approved capital works.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.3 Roads and drainage

**Supporting Documentation:**

Nil

**Report authorised by:**

Program Funding & Budget Coordinator

Deputy Chief Executive Officer/Acting Director Infrastructure Services

## **OFFICER REPORT**

**Meeting:** Ordinary 25 August 2021

**Date:** 16 August 2021

**Item Number:** 12.4

**File Number:** D21/66680

**SUBJECT HEADING:** Proposed Regional Aggregate Recovery Initiative

**Classification:** Open Access

**Officer's Title:** Deputy Director / Strategic Road Management

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### **Executive Summary:**

Across the region, on both State and Local controlled road networks, hundreds of tonnes of surplus high quality bitumen sealing aggregates sit on stockpile sites. This aggregate, which may have sat for many years, has the potential to be recovered and reused as part of future bitumen sealing works undertaken by Council.

The current cost of precoated aggregate from commercial quarries is typically more than \$40/tonne (at the quarry). Council has the opportunity, at a reasonably low cost, to recover and reprocess this aggregate for reuse.

This report seeks Council's consideration and approval of a proposed resource recovery initiative – the *Regional Aggregate Recovery Initiative*.

### **Officer's Recommendation:**

That Council:

1. approve the *Regional Aggregate Recovery Initiative* to recover unused aggregates across the region (on both State and Local Government Controlled Roads) for reuse.
2. reallocate \$60,000 from the existing budget allocation for the 2021/22 Annual Reseal Program and assign funds to the *Regional Aggregate Recovery Initiative*.

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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).

Nil

### **Acronyms:**

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

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

Acronym	Description
DTMR	Department of Transport and Main Roads
QRMF	Queensland Recycling Modernisation Fund

**Context:**

*Why is the matter coming before Council?*

With no budget currently allocated, this report seeks Council's consideration and approval to the proposed resource recovery initiative.

**Background:**

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

(Succinct overview of the relevant facts, without interpretation)

Across the region, on both State and Local controlled road networks, hundreds of tonnes of surplus high quality bitumen sealing aggregates sit on stockpile sites.

This aggregate, which may have sat for many years, has the potential to be recovered and reused as part of future bitumen sealing works undertaken by Council.

*Why is the Aggregate There?*

It is not uncommon that additional aggregate is delivered to site when undertaking bitumen resealing works. The additional material is carted to help account for potential wastage on site – such as loss of aggregate into stockpile floor, at starts, joins and overlaps, and to compensate for potential overspreading. Whilst site and project dependant, wastage in the order of 5% to 7% is typically allowed.

*What is the Proposed Scope of Works of the Regional Aggregate Recovery Initiative?*

- finalise stocktake of current stockpile locations;
- load and backload aggregates to central location(s);
- obtain planning approval for screening (if quantities require such approval);
- using a mobile screening plant, screen material to achieve a conforming grading;
- using a mobile precoat machine, precoat aggregate ready for reuse as a bitumen aggregate.

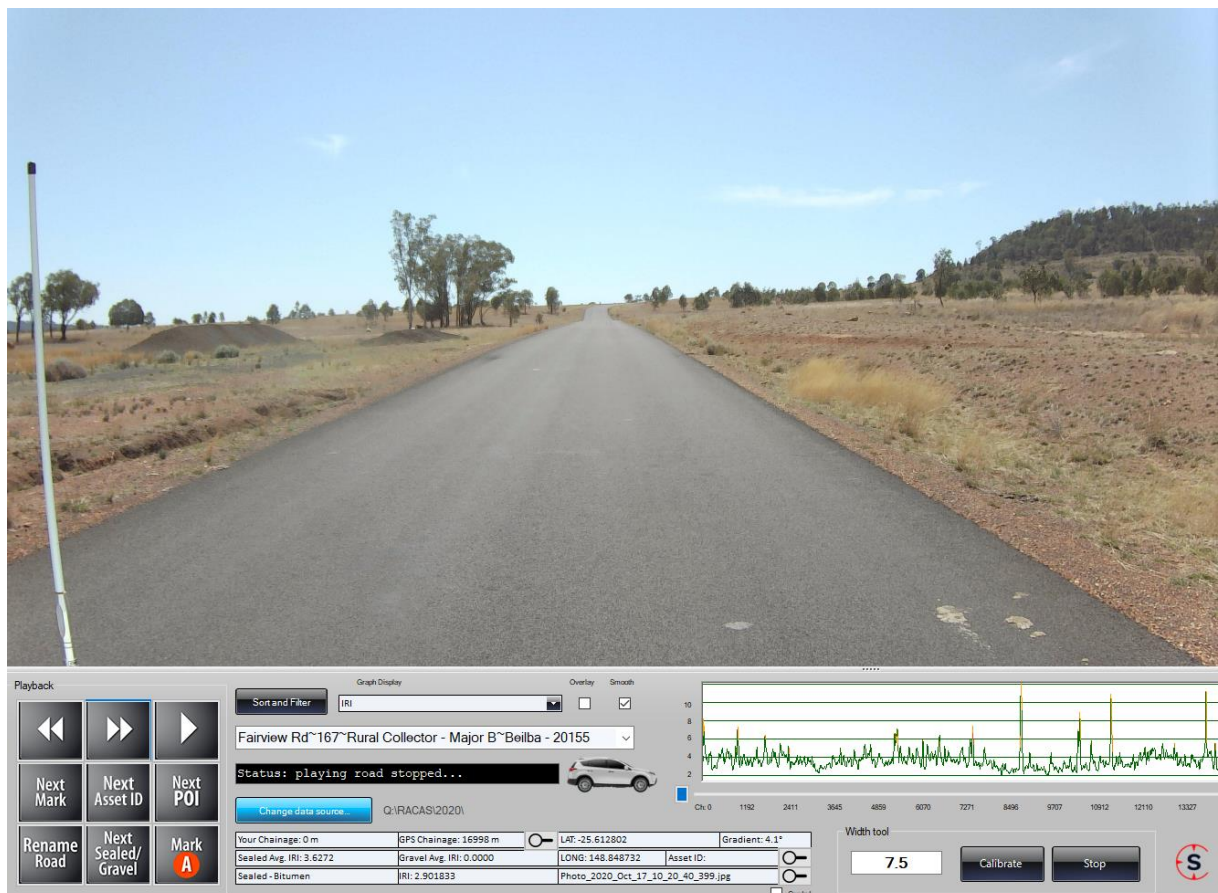
The current cost of precoat aggregate from commercial quarries is typically more than \$40/tonne (at the quarry). To make the project viable, the objective would be to process the material in a reuse state for less than current market rate. A broad estimate for the above scope of works - assuming nil cost for backloading - has been undertaken and has been estimated at approximately \$25 - \$27/tonne.

*How to Make the Project Viable?*

- secure access to aggregates on DTMR stockpiles within the Maranoa Region. The viability of this project increases with quantity, so securing the additional material currently on DTMR stockpiles will increase the viability of this initiative.

- aggregate to be recovered via “backloading” only. Under this model, except for a slightly higher fuel burn associated with a loaded truck – a majority of the costs for this component of the recovery would already be sunk (i.e. going to be incurred by Council regardless).
- aggregate to be recovered in conjunction with other works that require a loader to be mobilised to site. Whilst the loader hire needs to be accounted for to load the aggregate being recovered, there will be minimum cost required to mobilise or demobilise a loader as it will already be in the general vicinity of the stockpile sites.
- aggregate to be returned to one or two central locations (i.e. Roma and Mitchell). This has a two-fold benefit. Reduces the establishment requirement for a mobile screening plant and precoating unit, and secondly, places the recovered aggregate closer to its source of likely reuse. This therefore reduces the cost of transport to its final reuse location.
- empower the local coordinators and project managers to help recover the aggregate (to the central location) in the most cost-effective manner.

### Examples of Stockpile Sites







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

**What does the legislation and other statutory instruments include about the matter under consideration?** (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

N/A

**Council Policies or Asset Management Plans:**

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

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

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

The proposed *Regional Aggregate Recovery Initiative* aligns with Council's Environmental Management Policy (extract below).

**Our Environmental Management Vision:**

***"Management of our Natural and Built Environment"***

Maranoa Regional Council, we are committed to:

- Maintaining a high standard of environmental care in performing our functions (services and projects);
- Continually improving our environmental performance;
- Minimising the environmental impact of our operations by reducing aspects of our natural resource use and minimising waste and emissions; and
- Preserving our environment for current and future generations.

**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)

- Department of Transport and Main Roads (DMTR)  
To help improve the viability of this project, Council staff have been in negotiation with DTMR to secure rights to any surplus aggregate material currently on DTMR stockpiles around the region. These discussions have been ongoing since early March 2021.

Earlier this month Council has been informed that the Department has endorsed Council's request regarding the resource re-use initiative.

- Roma Quarry  
Provided estimate of cost and productivity for rescreening and precoating.
- Team Leaders  
Initial discussions on the concept, and if approved, will be responsible for executing the collection in the most cost-effective manner (i.e. maximising backloading operations)

**Funding Bodies:**

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

The project was initially planned to be presented for consideration under a future round of the State Government's Resource Recovery Industry Development Program (RRIDP), however this has been replaced with the Queensland Recycling Modernisation Fund (QRMF).

The QRMF has changed focus from the RRIDP and aims to invest in industry projects that improve sorting, processing, recycling and remanufacturing of plastics, glass paper, cardboard and tyre waste across Queensland.

The proposed *Regional Aggregate Recovery Initiative* would not be eligible under the current round of QRMF.

### **This Financial Year's Budget:**

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

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

The recommendation seeks to fund the initiative through the reallocation of \$60,000 of existing funding that is currently assigned to the 2021/22 Annual Reseal Budget.

The tender/contract for the 2021/22 Annual Reseal works have not yet been advertised or awarded, so this will not have any contractual implications for Council.

### **Future Years' Budgets:**

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

The benefit of this project is likely to be realised in the 2022/23 financial year, as reprocessed aggregate could be used as part of Council's annual reseal program

### **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)

Department of Transport and Main Roads  
Other Local Governments in Queensland and Australia

### **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
Quality of Aggregate	<p>Considerable rigor goes into testing of sealing aggregates before they are transported to site. The material identified for reuse is basalt in nature and very likely to have been original sourced from one of the locally approved quarry sources.</p> <p>The grading of the recovered aggregate is likely to be non-conforming to a particular specification, and therefore the proposal seeks rescreen the material once it is recovered and centrally stockpiled.</p> <p>To mitigate risk of issues with potential third-party users, it</p>



Risk	Description of likelihood & consequences
	would be proposed that this aggregate is used for Council road construction projects only.
Weed Spread	To mitigate the risk of weed spread, aggregate from stockpiles located close to areas of known infestations would not be recovered.

### Advice to Council:

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

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

Council's favorable consideration of the draft recommendation for the proposed *Regional Aggregate Recovery Initiative* based on the following:

- aligns with a number of strategic commitments outlined in Council's Environmental Management Policy – namely reduce resource use and minimisation of waste;
- potential to reduce the cost per square metre (due to a lower aggregate supply rate) of a future bitumen reseal program;
- repurposes material that currently has no other planned use and looks like waste to the general road user;
- provides the opportunity to reduce the aggregate crushing demand (albeit temporarily) on the Roma Quarry to allow aggregate stocks to be replenished and focused on external markets.

### Recommendation:

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

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

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

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

That Council:

1. approve the *Regional Aggregate Recovery Initiative* to recover unused aggregates across the region (on both State and Local Government Controlled Roads) for reuse.
2. reallocate \$60,000 from the existing budget allocation for the 2021/22 Annual Reseal Program and assign funds to the *Regional Aggregate Recovery Initiative*.

### Link to Corporate Plan:

Corporate Plan 2018-2023  
Strategic Priority 1: Getting the basics right  
1.3 Roads and drainage

**Supporting Documentation:**

Nil

**Report authorised by:**

Deputy Chief Executive Officer/Acting Director Infrastructure Services

## **OFFICER REPORT**

**Meeting:** Ordinary 25 August 2021

**Date:** 16 August 2021

**Item Number:** 12.5

**File Number:** D21/66724

**SUBJECT HEADING:** Arthur Street Signage Reconfiguration

**Classification:** Open Access

**Officer's Title:** Deputy Director / Strategic Road Management

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### **Executive Summary:**

Council received a request to review the parking signage in Arthur Street in front of the Roma Queensland Country Women's Association Branch. This section of Arthur Street is not signposted and vehicles towing caravans are making use of the area for parallel parking.

This report details the investigation outcomes for Council's consideration

### **Officer's Recommendation:**

That Council:

1. Approve the installation of additional reverse angle parking signage adjacent to 57 - 61 Arthur Street, Roma to help improve parking discipline at this location.
2. Reconfigure the no stopping and bus zone area opposite 57 – 61 Arthur Street, Roma to allow for an additional 3 to 4 reverse angle parks at this location.
3. Be presented with a subsequent report on potential options for improving caravan parking opportunities within the Roma CBD.

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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).

Roma Queensland Country Women's Association (QCWA) Branch.

### **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
QCWA	Queensland Country Women's Association

**Context:**

*Why is the matter coming before Council?*

The report is recommended changes to current arrangements within the Roma CBD. Given the sensitivity of this location (i.e. CBD), this report is being tabled for Council's information and consideration.

**Background:**

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

(Succinct overview of the relevant facts, without interpretation)

Council received a request from the Roma Branch of the QCWA to review the on-street parking in front of the hall, 57 Arthur Street as the members complained of the increased use of the area by vehicles towing caravans and parking parallel.

This section of Arthur Street is not signed to identify the parking area boundary. This area is identified on the map in figure 2 with yellow shading.

**Figure 1** – Image of vehicle parking in the area as identified by QCWA members



Council officers met with QCWA members on site to discuss their concerns, during the meeting, Officers observed long vehicles parking parallel and limiting member parking and access.

During the onsite discussions, the QCWA members also requested Council review the parking allocation on the eastern side of the road, 60-62 Arthur Street.

This section of Arthur Street is allocated parking, currently made up of two no stopping zones with one area granting an exception for buses. This area is identified on the map in figure 2 with red line for the “No Stopping” and the red shading for the area “No Stopping Buses Excepted”.



On investigation, it was identified this area could have improved parking allocation with a few minor changes. It is recommended, that the area be relocated further south along Arthur Street. This will in turn allow for additional vehicle parking area to be allocated while retaining the bus zone.

**Figure 2** – Map identifying the parking areas adjacent to and opposite 57 and 60–62 Arthur Street, Roma.



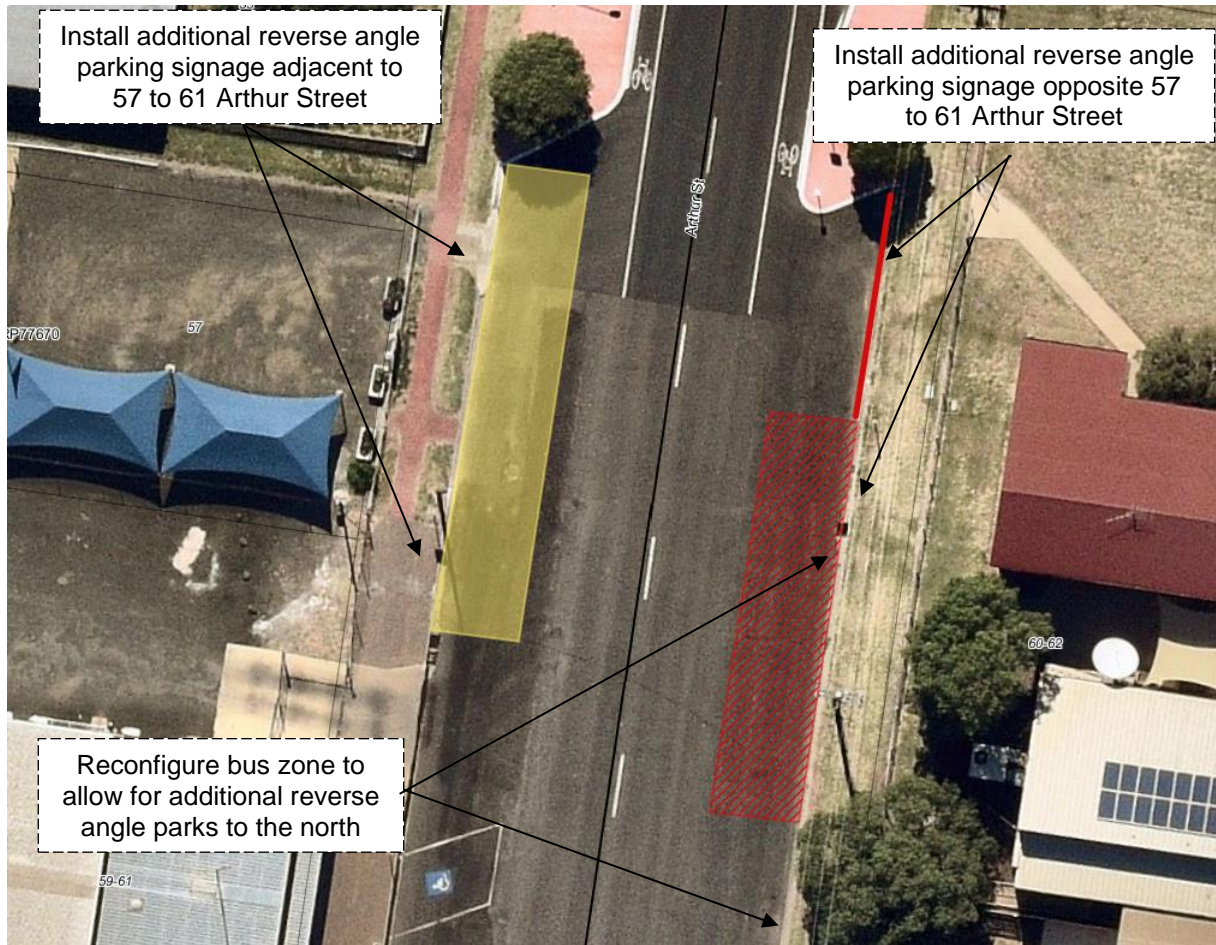


**Figure 3** – Map identifying the remaining parking areas Arthur Street, Roma

Colour of Shading	Parking Allocation	Parking Style
	3 Hour parking 8am – 5pm Mon – Fri	Angle Rear In
	No time limit	Angle Rear In



**Figure 4 – Map outlining proposed changes to parking area around 57 to 61 Arthur Street**



**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)

Section - Under Local Law No. 5 – Parking 2011 Part 2, gives local government the power to declare traffic areas and define the boundaries for the TORUM Act and make subordinate local laws about the declaration of the traffic areas.

Under Subordinate Local Law No.5 – Parking 2011, Part 2, Schedule 1 – Declaration of a traffic area, no traffic area has been declared.

**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)



Assets Officer – Transport Network (co-author to the report)  
Manager Community Safety & Compliance

### 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?*

To install the new signs would be in the order of \$200-\$250 per new signpost.  
Relocation of the bus signage, reusing the existing signs and posts, where applicable, would be in the order \$125-\$150 per post.

### 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)

Roma Branch – QCWA, members and guests

### 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
Perceived reduction in parallel parking options within the CBD for long vehicles (i.e. caravans)	<p>The recommendation, if adopted would reduce the parallel parking options available within the CBD for long vehicles (i.e. caravans) by an estimated 1 park.</p> <p>This said, it would be recommended to review this more holistically as part of Point 3 of the recommendation. With international travel off the cards due to the COVID pandemic, more Australians are likely to be travelling domestically with a caravan.</p> <p>One of the main complaints, with these vehicles is a desire to stop but finding parking close to shops and CBD areas can sometimes be very difficult. There is the potential, both now, and into the future that towns</p>



	without adequate caravan parking may “miss” opportunities for additional spending in the region.
--	--

**Advice to Council:**

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

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

That Council consider approving the recommendation as drafted.

**Recommendation:**

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

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

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

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

That Council:

1. Approve the installation of additional reverse angle parking signage adjacent to 57 - 61 Arthur Street, Roma to help improve parking discipline at this location.
2. Reconfigure the no stopping and bus zone area opposite 57 – 61 Arthur Street, Roma to allow for an additional 3 to 4 reverse angle parks at this location.
3. Be presented with a subsequent report on potential options for improving caravan parking opportunities within the Roma CBD.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.3 Roads and drainage

**Supporting Documentation:**

Nil

**Report authorised by:**

Deputy Chief Executive Officer/Acting Director Infrastructure Services

## **OFFICER REPORT**

**Meeting:** Ordinary 25 August 2021

**Date:** 3 August 2021

**Item Number:** 13.1

**File Number:** D21/62913

**SUBJECT HEADING:** Expression of Interest - Festival of Small Halls 2021

**Classification:** Open Access

**Officer's Title:** Customer & Library Services Officer

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### **Executive Summary:**

Expressions of Interest have been received from the community to host the Festival of Small Halls in October 2021. A hall needs to be selected.

### **Officer's Recommendation:**

1. That Council approve the application of the Muckadilla Community Association.
2. That Council supports funding a bus to and from the Festival of Small Halls in Muckadilla from both Roma and Mitchell.

---

### **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).

Woodford Folk Festival  
Muckadilla Community Association  
Mitchell Golf Club  
Wallumbilla Town Improvement Group  
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
RADF	Regional Arts Development Fund

### **Context:**

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

Council has resolved to host the Festival of Small Halls Winter and Summer 2021 tour in the Maranoa **OM/05.2021/17**.

Council has received three expressions of interest to host the Festival of Small Halls.

**Background:**

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

(Succinct overview of the relevant facts, without interpretation)

The Festival of Small Halls is an outreach project developed by the Woodford Folk Festival with the aim of bringing acclaimed international and national artists to regional and remote communities. The Maranoa Regional Council has been invited to be involved in the Winter and Summer 2021 touring program.

Council has previously supported this initiative and the feedback from the community has been very positive and attendances have increased over the years. The total cost of the event program will be \$3,000, allocated from the Regional Arts Development Fund Budget.

Proposed time frame for the delivery will be between the dates 13 -31 October 2021. Local community groups have been invited to submit expressions of interest to coordinate the event as a potential fundraising exercise.

The community group will be asked to supply the following:

- Confirmation their hall is available
- Promotion of event (material to be supplied)
- Ticket sellers (both prior to and during the event)
- An MC on the night
- Set up/decorate the hall
- Catering/bar for the event
- Cleaning of hall after event and removal of rubbish.

The community may benefit financially from Small Halls with the profit from ticket sales, split evenly with Woodfordia (touring company). Maranoa Regional have resolved to underwrite the performance, therefore if not enough tickets are sold, Council will cover the balance. There is also the opportunity to fund-raise through the sale of food and alcohol (beer and wine only).

In December 2013 and November 2014, the Mitchell Memorial Hall played host to the Festival of Small Halls. The response from the local community and visitors to Mitchell was that the event was of excellent quality and attracted around 90 people.

In December 2017 the Surat P&C Association hosted the event at the Surat Hall with door sales of \$1220 (approx. 61 attendees).

In November 2019 the Rotary Club Roma hosted the event at the Hibernian Hall on Saturday, 2 November 2019 and the Queensland Country Woman's Association hosted the event at the Jackson Hall on Sunday, 3 November 2019. The total number of attendees for these two events was 105.

In October 2020 the Queensland Country Women's Association hosted the event once again at the Jackson Hall on Saturday, 17 October 2020 (approx. 106 attendees).

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

**What does the legislation and other statutory instruments include about the matter under consideration?** (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

Nil

**Council Policies or Asset Management Plans:**

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

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

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

Corporate Plan 4.11 and 4.11.5

**Input into the Report & Recommendation:**

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

Ed Sims Manager Economic development supports the recommendations

**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)

RADF \$3,000 funding OM/05.2021/17

**This Financial Year's Budget:**

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

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

Nil

**Future Years' Budgets:**

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

Nil

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

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

(Interested Parties Analysis - IS9001:2015)

Wallumbilla Town Improvement  
Mitchell Golf Club  
Muckadilla Community Association

**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
Equal opportunity	If Council chooses to give it to a community group without a fair opportunity for all groups to apply, it could be cause for complaint. All community organisations have been given the opportunity to express their interest in hosting the Festival of Small Halls.

### 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)

Muckadilla Community Association is the desirable submission due to not having the opportunity to host the festival in previous years, it could be a great economic prospect for the community with the possibility of the Muckadilla Hotel opening around this time. It is additionally a great opportunity for Council to support a small community group and surrounding towns by funding a bus to and from the festival from both Roma and Mitchell, which would encourage and give the opportunity for locals from other towns to attend.

Mitchell Golf Club and Wallumbilla Town Improvement group submitted Expression of Interests.

Bendemere area has hosted the festival the last two years 2019 and 2020 at Jackson hall and the group currently doesn't hold Public Liability Insurance.

Mitchell hosted the festival in 2013 and 2014 and is hosting the Booringa Fire and Water festival 16 -18 September 2021 a month before the Festival of Small Halls which might reduce attendance numbers. Council providing a bus to attend the festival in Muckadilla would be a great consolation.

### Recommendation:

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

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

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

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

1. That Council approve the application of the Muckadilla Community Association.
2. That Council supports funding a bus to and from the Festival of Small Halls in Muckadilla from both Roma and Mitchell.

### Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.11 Arts and culture

### Supporting Documentation:

**Maranoa Regional Council**

**Ordinary Meeting - 25 August 2021**

- |   |   |           |
|---|---|-----------|
| 1 | Expression of Interest - Festival of Small Halls 2021 -<br>Muckadilla Hall - Muckadilla Community Association   | D21/59530 |
| 2 | Expression of Interest - Festival of Small Halls 2021 -<br>Mitchell Shire Hall - Mitchell Golf Club             | D21/59425 |
| 3 | Expression of Interest - Festival of Small Halls 2021-<br>Wallumbilla Hall - Wallumbilla Town Improvement Group | D21/60819 |

**Report authorised by:**

Manager - Economic & Community Development

Deputy Chief Executive Officer/Acting Director Infrastructure Services





## **Expression of Interest**

### **Festival of Small Halls**

**Date: Between 13 – 31 October 2021**

The Festival of Small Halls (organised by the producers of the Woodford Folk Festival) is touring again and will return to the Maranoa in **October 2021** between the dates of **13– 31 October 2021**.

#### **What is the Festival of Small Halls?**

The festival is a series of tours that take the best folk and contemporary acoustic artists performing at two large festivals and sends them on the road, to tiny halls in communities all over Australia. It is an opportunity for music lovers from welcoming communities to invite artists from home and abroad into their towns, and a way of celebrating the spirit of our small towns.

#### **Expression of Interest to Host Festival**

Maranoa Regional Council is seeking expressions of interest from a local community to host this performance in their local hall. The festival will visit the Maranoa for ONE performance only in October 2021, which may be held anywhere with a hall available!

#### **What is Required?**

The community will be required to work with the touring group (Woodfordia Inc) and Council to coordinate the event.

The community will be asked to supply the following:

- Confirmation their hall is available
- Promotion of event (material to be supplied)
- Ticket sellers (both prior to and during the event)
- An MC on the night
- Set up / decorate the hall
- Catering / bar for the event
- Cleaning of hall after event and removal of rubbish.

The community may benefit financially from Small Halls with the profit from ticket sales for be split evenly with Woodfordia (touring company). Maranoa Regional Council have resolved to underwrite the performance, therefore if not enough tickets are sold, Council will cover the balance. There is also the opportunity to fund-raise through the sale of food and alcohol (beer and wine only).

Maranoa Regional Council will provide the following support for the event:

- Negotiations with touring company
- Under-writing event
- Marketing and promotion of the event e.g., media release, poster distribution, advertising
- Free hire of hall (where applicable)

If your community is interested in hosting this event, please complete the below selection criteria and forward to [council@maranoa.qld.gov.au](mailto:council@maranoa.qld.gov.au) by Friday, 23 July 2021.



Hall Location	Warrego Highway, Muckadilla
Crowd Capacity for Hall	We would be looking to host the event outside the hall, given the relatively small size of the hall.
Is the local hall available between the dates of 13 – 31 October 2021?	Yes / No    Yes
Are there any other events planned for your town between the dates of 13 – 31 October 2021? If yes, please advise details. Can the Festival be incorporated into an existing event?	No.
Climate Control	Air Conditioned - Yes / No    Yes    Evaporative Cooling - Yes / No
Suggested Ticket Price	\$15    or    \$20    or    \$25    \$20
Expected Tickets Sold	Estimate of around 80-90
Public Liability Insurance	Yes, held with Elders Insurance.
Catering Provided Eg BBQ, chips, chocolate bars, light supper	Yes, BBQ and supper can be provided by the committee.
Bar Provided Beer and wine only	Yes / No    Yes
If providing a bar, do your volunteers have a Responsible Service of Alcohol (RSA)?	Yes / No    Yes
Community Contact (Name, group name if applicable, position within group, email address, mobile number, postal address.	Lauren Schelberg    0409 651 326    lsschelberg@gmail.com Secretary Muckadilla Community Association
Other groups / individuals involved (please list)	
Number of volunteers involved	Approx. 10 from the Muckadilla Community Association



## **Expression of Interest**

### **Festival of Small Halls**

**Date: Between 13 – 31 October 2021**

The Festival of Small Halls (organised by the producers of the Woodford Folk Festival) is touring again and will return to the Maranoa in **October 2021** between the dates of **13– 31 October 2021**.

#### **What is the Festival of Small Halls?**

The festival is a series of tours that take the best folk and contemporary acoustic artists performing at two large festivals and sends them on the road, to tiny halls in communities all over Australia. It is an opportunity for music lovers from welcoming communities to invite artists from home and abroad into their towns, and a way of celebrating the spirit of our small towns.

#### **Expression of Interest to Host Festival**

Maranoa Regional Council is seeking expressions of interest from a local community to host this performance in their local hall. The festival will visit the Maranoa for ONE performance only in October 2021, which may be held anywhere with a hall available!

#### **What is Required?**

The community will be required to work with the touring group (Woodfordia Inc) and Council to coordinate the event.

The community will be asked to supply the following:

- Confirmation their hall is available
- Promotion of event (material to be supplied)
- Ticket sellers (both prior to and during the event)
- An MC on the night
- Set up / decorate the hall
- Catering / bar for the event
- Cleaning of hall after event and removal of rubbish.

The community may benefit financially from Small Halls with the profit from ticket sales for be split evenly with Woodfordia (touring company). Maranoa Regional Council have resolved to underwrite the performance, therefore if not enough tickets are sold, Council will cover the balance. There is also the opportunity to fund-raise through the sale of food and alcohol (beer and wine only).

Maranoa Regional Council will provide the following support for the event:

- Negotiations with touring company
- Under-writing event
- Marketing and promotion of the event e.g., media release, poster distribution, advertising
- Free hire of hall (where applicable)

If your community is interested in hosting this event, please complete the below selection criteria and forward to [council@maranoa.qld.gov.au](mailto:council@maranoa.qld.gov.au) by Friday, 23 July 2021.



Hall Location	mitchell Shire Hall		
Crowd Capacity for Hall	250		
Is the local hall available between the dates of 13 – 31 October 2021?	<input checked="" type="radio"/> Yes / <input type="radio"/> No <i>Not available 19/10/2021</i>		
Are there any other events planned for your town between the dates of 13 – 31 October 2021? If yes, please advise details. Can the Festival be incorporated into an existing event?	No		
Climate Control	Air Conditioned <input checked="" type="radio"/> Yes / <input type="radio"/> No	Evaporative Cooling <input checked="" type="radio"/> Yes / <input type="radio"/> No	
Suggested Ticket Price	\$15 or <input checked="" type="radio"/> \$20 or \$25		
Expected Tickets Sold	150 – 180		
Public Liability Insurance	yes		
Catering Provided Eg BBQ, chips, chocolate bars, light supper	yes - cocktail finger food, chips, choc etc		
Bar Provided Beer and wine only	<input checked="" type="radio"/> Yes / <input type="radio"/> No		
If providing a bar, do your volunteers have a Responsible Service of Alcohol (RSA)?	<input checked="" type="radio"/> Yes / <input type="radio"/> No		
Community Contact (Name, group name if applicable, position within group, email address, mobile number, postal address.	Elena Irwin - 0427221410 Mitchell Golf Club - secretary mitchell.golf.club@bigpond.com		
Other groups / individuals involved (please list)			
Number of volunteers involved	7 - 10 helpers.		

Po Box 83, Mitchell QLD Gov. av.





## **Expression of Interest**

### **Festival of Small Halls**

**Date: Between 13 – 31 October 2021**

The Festival of Small Halls (organised by the producers of the Woodford Folk Festival) is touring again and will return to the Maranoa in **October 2021** between the dates of **13– 31 October 2021**.

#### **What is the Festival of Small Halls?**

The festival is a series of tours that take the best folk and contemporary acoustic artists performing at two large festivals and sends them on the road, to tiny halls in communities all over Australia. It is an opportunity for music lovers from welcoming communities to invite artists from home and abroad into their towns, and a way of celebrating the spirit of our small towns.

#### **Expression of Interest to Host Festival**

Maranoa Regional Council is seeking expressions of interest from a local community to host this performance in their local hall. The festival will visit the Maranoa for ONE performance only in October 2021, which may be held anywhere with a hall available!

#### **What is Required?**

The community will be required to work with the touring group (Woodfordia Inc) and Council to coordinate the event.

The community will be asked to supply the following:

- Confirmation their hall is available
- Promotion of event (material to be supplied)
- Ticket sellers (both prior to and during the event)
- An MC on the night
- Set up / decorate the hall
- Catering / bar for the event
- Cleaning of hall after event and removal of rubbish.

The community may benefit financially from Small Halls with the profit from ticket sales for be split evenly with Woodfordia (touring company). Maranoa Regional Council have resolved to underwrite the performance, therefore if not enough tickets are sold, Council will cover the balance. There is also the opportunity to fund-raise through the sale of food and alcohol (beer and wine only).

Maranoa Regional Council will provide the following support for the event:

- Negotiations with touring company
- Under-writing event
- Marketing and promotion of the event e.g., media release, poster distribution, advertising
- Free hire of hall (where applicable)

If your community is interested in hosting this event, please complete the below selection criteria and forward to [council@maranoa.qld.gov.au](mailto:council@maranoa.qld.gov.au) by Friday, 23 July 2021.





Hall Location	Wallumbilla
Crowd Capacity for Hall	200
Is the local hall available between the dates of <b>13 – 31 October 2021</b> ?	Yes / No    Yes
Are there any other events planned for your town between the dates of <b>13 – 31 October 2021</b> ? If yes, please advise details. Can the Festival be incorporated into an existing event?	No
Climate Control	Air Conditioned - Yes / No No      Evaporative Cooling - Yes / No Yes
Suggested Ticket Price	\$15      or      \$20      or      \$25      \$15
Expected Tickets Sold	100+
Public Liability Insurance	No
Catering Provided Eg BBQ, chips, chocolate bars, light supper	Yes
Bar Provided Beer and wine only	Yes / No    Yes
If providing a bar, do your volunteers have a Responsible Service of Alcohol (RSA)?	Yes / No    Yes
Community Contact (Name, group name if applicable, position within group, email address, mobile number, postal address.	Megan Dickson, Secretary, wallumbillatownimprovement@gmail.com
Other groups / individuals involved (please list)	We would approach the Wallumbilla Heritage Association, P&C, Calico Cottage etc. to provide the bar and catering
Number of volunteers involved	10

## **OFFICER REPORT**

**Meeting:** Ordinary 25 August 2021

**Date:** 2 August 2021

**Item Number:** 13.2

**File Number:** D21/62594

**SUBJECT HEADING:** Community Feedback for a Mural at Yuleba's Booster Facility

**Classification:** Open Access

**Officer's Title:** Local Development Officer - Surat

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### **Executive Summary:**

Yuleba community responses to having a mural at Yuleba's Booster Facility.

### **Officer's Recommendation:**

That Council:

1. That Council provide in-principle approval for a mural/s at Yuleba's Booster Facility on the following conditions –
  - The mural/s is/are appropriate for viewing by all ages and be considerate of the cultural diversity of the community and its visitors;
  - The mural/s must not obstruct or obscure any of Council's signage;
  - The draft design be circulated to Councillors before it is applied.

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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).

N/A

### **Acronyms:**

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

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

Acronym	Description
<Insert Acronym>	<Provide details>

### **Context:**

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

Council requested that the Yuleba community be consulted regarding their thoughts about a mural on their new reservoir in Yuleba. Council went to the community asking respondents to "Have their Say".

**Background:**

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

(Succinct overview of the relevant facts, without interpretation)

The proposed project is to paint a mural/s at the Yuleba's Booster Facility.

A community questionnaire was sent out to each household in Yuleba & surrounds.

20 responses were received representing 21 people.

**Ques 1.** Would you like to see a Mural painted on Yuleba's Booster Facility?

Yes - 17

No – 3

**Ques 2.** Do you agree to Council using ratepayers money to paint the mural and cover ongoing maintenance costs?

Yes - 13

No – 7

**Ques 3.** Where would you like the mural painted?

Reservoir – 10

Pumping station – 6

Fence – 9

**Ques 4.** What would you like to see incorporated in the design?

- Mural that flows from one fence panel to the next - 2
- Colourful and bright mural - 2
- Australian animals & birds – 6
- Native flowers/trees - 3
- Landscape with Cobb & Co and bullock wagon - 6
- Local history - 4
- Forestry industry/sawmill - 4
- Railway – 3
- Anything outback Aussie/country theme - 2
- Picture of the town with Yuleba in capitol letters
- Local identities
- Map of local attractions
- Judds Lagoon
- New Years Eve dances/Deb Balls
- Telephone exchange
- Race days
- Scenes from yesteryear
- Prickly pear
- Old hotels
- Surat to Yuleba last coach run 24/08/1924 and then 100 year celebrations in 2024
- Bushrangers

**Considerations raised in the consultations:**

- o Also replace the murals in the main street
- o Look at Eugowra's murals – use some of their ideas
- o Also put murals on the toilet block, blank wall at the pub and hall
- o It needs to be visible from the road
- o Murals look good new but crappy if not well maintained
- o Put the mural where it's best seen from the highway

A face to face community meeting was held in Yuleba on the 31 March 2021. A small number of community members attended with all being in favor of a mural.

To gain from learning from those who had been down this path, the author spoke to Megan Boyd from Goondiwindi Regional Council as Megan was involved in installing murals in the Goondiwindi region, including the Yelarbon Silo art and her comments are as follows:

- The viewing area is just as important as the mural as people must be able to pull over, see and photograph the artwork.
- The Yelarbon silo art cost about \$250,000 including the viewing area.
- She had recently received a quote to paint a mural on a small water tower and it was \$50,000.
- The lifespan of the artwork is about 10 years.
- Goondiwindi Regional Council are moving away from murals as they did not achieve what they had hoped, which is an increase in the number of people staying overnight. People stopped and looked at the murals then drove on.

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

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

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

Nil

**Council Policies or Asset Management Plans:**

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

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

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

Nil

**Input into the Report & Recommendation:**

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

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

Community members – Yuleba

Goondiwindi Council – Megan Boyd

**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)

Funding through an Arts grant could be sought for 50% of the costs of painting the mural.

Ongoing maintenance costs and the costs associated with developing the viewing area would need to be budgeted for.

### **This Financial Year's Budget:**

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

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

Nil

### **Future Years' Budgets:**

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

Cost of painting the mural – to be confirmed

Cost of developing a viewing area – to be confirmed

These costs depend on the size and extent of the mural/s and where they are to be located.

Ongoing maintenance costs are unknown but a properly painted mural located outside would be expected to have a lifespan of 10 years.

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

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

Nil

### **Risks:**

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

Risk	Description of likelihood & consequences
Offensive Material	There is a chance that something depicted on the paintings may be considered by some to be offensive (justified or not justified)
Long term maintenance	Maintenance of the paintings as a result of vandalism or deterioration over time may be costly.

### **Advice to Council:**

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

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

It is the authors recommendation that Council provides in-principal approval for the creation of mural/s at Yuleba' s Booster Facilities.

**Recommendation:**

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

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

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

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

That Council provide in-principle approval for the creation of mural/s Yuleba's Booster Facilities on the following conditions –

1. The mural/s is/are appropriate for viewing by all ages and be considerate of the cultural diversity of the community and its visitors;
2. The mural/s must not obstruct or obscure any of Council's signage;
3. The draft design be circulated to Councillors before it is applied.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.11 Arts and culture

**Supporting Documentation:**

[1](#) Yuleba Mural Community Consultation survey results D21/25710

**Report authorised by:**

Manager - Economic & Community Development

Deputy Chief Executive Officer/Acting Director Infrastructure Services



## **Yuleba Mural Community Consultation Survey Results**

20 responses were received representing 21 people.

### **Would you like to see a Mural painted on Yuleba's Booster Facility?**

Yes - 17

No - 3

### **Do you agree to Council using ratepayers money to paint the mural and cover ongoing maintenance costs?**

Yes - 13

No - 7

### **Where would you like the mural painted?**

Reservoir - 10

Pumping station - 6

Fence - 9

### **What would you like to see incorporated in the design?**

Mural that flows from one fence panel to the next - 2

Colourful and bright mural - 2

Australian animals & birds - 6

Native flowers/trees - 3

Landscape with Cobb & Co and bullock wagon - 6

Local history - 4

Forestry industry/sawmill - 4

Railway - 3

Anything outback Aussie/country theme - 2

Picture of the town with Yuleba in capitol letters

Local identities

Map of local attractions

Judds Lagoon

New Years Eve dances/Deb Balls

Telephone exchange

Race days

Scenes from yesteryear

Prickly pear

Old hotels

Surat to Yuleba last coach run 24/08/1924 and then 100 year celebrations in 2024

Bushrangers

### **Comments:**

- Also replace the murals in the main street
- Look at Eugowra's murals – use some of their ideas
- Also put murals on the toilet block, blank wall at the pub and hall
- It needs to be visible from the road
- Murals look good new but crappy if not well maintained
- Put the mural where it's best seen from the highway

## **OFFICER REPORT**

**Meeting:** Ordinary 25 August 2021

**Date:** 6 August 2021

**Item Number:** 13.3

**File Number:** D21/64234

**SUBJECT HEADING:** Australia Day 2022 Ambassador Program

**Classification:** Open Access

**Officer's Title:** Local Development Officer - Surat

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### **Executive Summary:**

This report requests that Councillors approve the inclusion of five (5) Australia Day Ambassadors as part of the Australia Day celebrations across the region each year.

### **Officer's Recommendation:**

That Council:

1. approve the inclusion of five (5) Australia Day Ambassadors as part of the Australia Day Awards & Celebrations held each year.
2. In the 2021-22 financial year Q1 Budget review consider an additional allocation of \$3250 to the Australia Day budget (WO. 02888.2253.2001) to fund the Australia Day Ambassador Program.
3. Council considers a similar allocation for each of its subsequent annual budgets.

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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).

N/A

### **Acronyms:**

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

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

Acronym	Description
MRC	Maranoa Regional Council

### **Context:**

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

To request that Councillors approve the inclusion of five (5) Australia Day Ambassadors as part of the Australia Day celebrations across the region.

### **Background:**

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

(Succinct overview of the relevant facts, without interpretation)

The annual Australia Day Awards and celebrations were held on Tuesday, 26 January 2021 in Roma, Mitchell, Surat, Injune, and Wallumbilla. Council's 2021 Australia Day program included three Australia Day Ambassadors who attended Awards ceremonies at Roma, Mitchell, Surat and Wallumbilla.

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

The three Ambassadors were able to attend four ceremonies as Wallumbilla's ceremony did not start until 11.30am. A late start to an Australia Day ceremony may not always be possible.

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

- an opportunity for local community members to meet them at an afternoon tea
- dinner with the Councillors and Mayor on the evening of Monday 25th January
- visits to the hospital, Bassett Park and The Royal Flying Doctors Service
- Tours of the Big Rig and Roma Saleyards

Each year Maranoa Regional Council (MRC) can ask for a number of Australia Day Ambassadors to attend ceremonies in their region. If there were five Ambassadors, each town could have an ambassador attend their Awards ceremony. There is no guarantee that MRC would receive the number of Ambassadors requested.

Ambassadors volunteer their time, and flights and/or travel expenses as well as meals in transit will be covered by the Program. Council must pay for the accommodation and meal expenses of the Ambassador/s and any accompanying adults while they are in the region. It is quite common for Ambassadors to bring a guest with them. Flight times to Roma dictate the need for accommodation for the night prior to and the night after Australia Day.

The anticipated costs per Ambassador are:

- Accommodation @ \$160 a night for two nights - \$320
- Food @ \$120 per day for two days - \$240
- Gift for Ambassador (was a framed print in 2021) - \$90

Total cost per Ambassador would be \$650

Total cost for five (5) Ambassadors would be \$3250

The benefits of having an Ambassador at each Australia Day celebrations include:

- an opportunity for people in all the towns to meet an Ambassador
- being a drawcard to gain the interest of attendees in every town
- the chance for community members to hear stories of the Ambassador's achievements
- the opportunity to reinforce the diversity of achievers in Australia to the local communities.

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

***What does the legislation and other statutory instruments include about the matter under consideration?*** (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

N/A

**Council Policies or Asset Management Plans:**

***Does Council have a policy, plan or approach ordinarily followed for this type of decision? What are relevant sections of the policy or plan?***

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

N/A

**Input into the Report & Recommendation:**

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

Local Development Officers in Roma, Mitchell and Injune.

The Project Coordinator, Events and Engagement with the Department of the Premier and Cabinet.

**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)

Ambassadors volunteer their time and flights and/or travel expenses as well as meals in transit will be covered by the Program.

Council is required to cover the Ambassadors accommodation and meal costs while they are in the region.

**This Financial Year's Budget:**

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

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

There is an allocated \$14,000 in the 2021/21 financial year budget under 02888.2253.2001 - Australia Day. With the addition of five Ambassadors, it will require an additional \$3250 for this year.

If there are no additional funds for the Ambassador program it will significantly decrease the available budget for community activities after the Australia Day ceremonies in 2022.

**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)

Australia Day has historically received an annual allocation in Council's yearly budget. This could include funds for the Australia Day Ambassador program.

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

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

N/A

**Risks:**

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

Risk	Description of likelihood & consequences
Each town does not have an Ambassador for their Australia Day Awards ceremony	Less than five ( 5) Ambassadors are allocated to the Maranoa region or an allocated Ambassador has to withdraw. Possible with significant impacts on program scheduling and implementation.

**Advice to Council:**

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

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

That Council:

1. approve the inclusion of five (5) Australia Day Ambassadors as part of the Australia Day Awards & Celebrations held each year.
2. In the 2021-22 financial year Q1 Budget review consider an additional allocation of \$3250 to the Australia Day budget (WO. 02888.2253.2001) to fund the Australia Day Ambassador Program.
3. Council considers a similar allocation for each of its subsequent annual budgets.

That Council approve the inclusion of five (5) Australia Day Ambassadors as part of the Australia Day celebrations across the region.

**Recommendation:**

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

(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?**

**Link to Corporate Plan:**

Corporate Plan 2018-2023  
Strategic Priority 4: Growing our region  
4.12 Local development and events

**Supporting Documentation:**

Nil

**Report authorised by:**

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



## **OFFICER REPORT**

**Meeting:** Ordinary 25 August 2021

**Date:** 11 August 2021

**Item Number:** 13.4

**File Number:** D21/65725

**SUBJECT HEADING:** Letter of Support Request - Life Christian Church Roma

**Classification:** Open Access

**Officer's Title:** Project & Administration Officer - Economic & Community Development

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### **Executive Summary:**

Life Christian Church Roma are applying for Gambling Community Benefit Grant through the Department of Justice and Attorney-General. They have recently constructed a multi-purpose facility for all community groups to utilise and are applying for this grant to help with the purchase of an E-Vision Laser 9000 WUXGA Projector to increase the usefulness of the facility. They have requested a letter of support from Council to accompany their grant funding application.

### **Officer's Recommendation:**

That Council endorse the letter of support from the Mayor on behalf of Council to Life Christian Church Roma for their grant application to facilitate the purchase of an E-Vision Laser 9000 WUXGA Projector.

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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).

Life Christian Church Roma

### **Acronyms:**

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

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

Acronym	Description
LCCR	Life Christian Church Roma

### **Context:**

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

Life Christian Church Roma have requested a letter of support from Council to accompany their grant funding application to help with the purchase of an E-Vision Laser 9000 WUXGA Projector. This will increase the usefulness of their facility and

subsequently support and benefit other local not-for-profit organisations in the Maranoa.

**Background:**

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

(Succinct overview of the relevant facts, without interpretation)

Life Christian Church Roma have recently constructed a multi-purpose facility to provide a space for the LCCR community as well as other non-profit groups in the Maranoa region to utilise free of charge. The facility provides a space for community groups to hold one-off events and activities that benefit the local population of the Maranoa region.

To increase the resourcefulness of this new facility, LCCR are submitting an application for a grant to help with the purchase of an E-Vision Laser 9000 WUXGA Projector. This will also benefit other local non-profit groups who use this facility to hold community events and activities by creating a more useful space for them.

The Grant LCCR are applying for is Gambling Community Benefit Grant through The Department of Justice and Attorney-General which closes on 31 August 2021. To support their application, LCCR have requested a Letter of Support from Council.

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

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

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

N/A

**Council Policies or Asset Management Plans:**

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

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

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

N/A

**Input into the Report & Recommendation:**

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

(Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

N/A

**Funding Bodies:**

***Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application.***

(Please do not just include names)

Life Christian Church Roma is applying for the Gambling Community Benefit Grant through the Department of Justice and Attorney-General.

**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)

Life Christian Church Roma

**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
If letter of support is not provided	Life Christian Church Roma may have a weaker application.

**Advice to Council:**

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

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

It is recommended that Council endorse the letter of support from the Mayor on behalf of Council to Life Christian Church Roma for their grant application to facilitate the purchase of an E-Vision Laser 9000 WUXGA Projector.

This projector will create a more useful facility which will benefit LCCR as well as other local non-profit groups who utilise the facility for community events and activities. This will also benefit the community members who attend the events at this multi-purpose facility.

**Recommendation:**

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

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

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

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

That Council endorse the letter of support from the Mayor on behalf of Council to Life Christian Church Roma for their grant application to facilitate the purchase of an E-Vision Laser 9000 WUXGA Projector.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.12 Local development and events

**Supporting Documentation:**

- |                     |  |           |
|---------------------|--|-----------|
| 1 <a href="#">↓</a> | Letter of Support Request - Life Christian Church  | D21/65714 |
| 2 <a href="#">↓</a> | Life Christian Church - letter of support template | D21/65722 |

**Report authorised by:**

Manager - Economic & Community Development

Deputy Chief Executive Officer/Acting Director Infrastructure Services

6/8/21

Maranoa Regional Council

57 Bungil Street

ROMA QLD 445

**TO WHOM IT MAY CONCERN**

*Life Christian Church Roma has recently constructed a multi-purpose facility to provide a space for not just the LCCR community to use but community groups to also utilize. We are requesting a Letter of Support as we are submitting an application for a grant to help with the purchase of an E-Vision Laser 9000 WUXGA Projector to increase the usefulness of the facility and in turn, support and benefit other local non-for-profit groups and the greater Maranoa Region.*

*The grant we are applying for is:*

*The Dept of Justice and Attorney General/Gambling Community Benefit Grant closes on **31<sup>st</sup> August 2021.***

*We are requesting Council's Letter of Support as it will provide another facility for community groups and non-for-profit organisations to access free of charge for one-off events/activities.*

*We thank you for your consideration in this matter.*

*Kind Regards,*

*Carolyn Coomber*

*Date*

*To Whom It May Concern*

**LETTER OF SUPPORT**

\_\_\_\_\_ *are pleased to provide this letter of support to LCCR.*

*We understand this community group is applying for funding to purchase an E-Vision Laser 9000 WUXGA projector with screens and lighting to further support the residents of the Maranoa Region.*

\_\_\_\_\_ *offers a venue for community events, conferences and concerts. As a result of limited venue options, we often receive multiple booking requests for the same dates and will have to decline requests due to the venue already being booked. This can leave organisations without a venue for their proposed event.*

*For LCR to offer a facility to the community as an alternative venue is adding to the richness and variety of functions we can offer the people of our Region. We delight in being able to support them in their efforts to do this.*

*Thank you for this opportunity,*

*Kind Regards,*

\_\_\_\_\_



## **OFFICER REPORT**

**Meeting:** Ordinary 25 August 2021

**Date:** 11 August 2021

**Item Number:** 13.5

**File Number:** D21/65769

**SUBJECT HEADING:** In Kind Assistance Request - Maranoa Diggers Race Club

**Classification:** Open Access

**Officer's Title:** Project & Administration Officer - Economic & Community Development

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### **Executive Summary:**

Council has received a request from Maranoa Diggers Race Club requesting in-kind assistance and \$500 cash to support their Annual Race Day on 16 October 2021. These requests have been classified as on-going assistance since 2009 so it was recommended a Council Report be created as the original approval request may be considered outdated.

The in-kind assistance requested includes the delivery and pick up of industrial bins, wheelie bins, tables, chairs, stage, poly troughs, removal of rubbish, water truck and driver, checking of toilets, lines and septic tanks prior to the event and the display of the Race Club's banners on the banner poles in Mitchell's main street.

In acknowledgement of Council's support, the club will include Council's logo on invitations, race booklet and website as they have done previous years.

It is recommended that Council approves the in-kind assistance request as this is the first in-kind assistance that Maranoa Diggers Race Club has requested this financial year. It is also recommended that Council provides the \$500 as sponsorship to support the Annual Race Day.

### **Officer's Recommendation:**

That Council:

1. Approve the request for in-kind assistance for the delivery and pick up of industrial bins, wheelie bins, tables, chairs, stage, poly troughs, removal of rubbish, water truck and driver, checking of toilets, lines and septic tanks prior to the event and the display of the Race Club's banners on the banner poles in Mitchell's main street.
  2. Allocate the associated in-kind assistance costs to General Ledger 2887.2248.2001 In Kind Assistance Major Budget.
  3. Sponsor the Annual Race Day to the value of \$500 from General Ledger 02887.2249.2001 Sponsorship Budget.
  4. Be acknowledged (where possible) in all forms of media and promotion
-

relating to the event.

### 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 Diggers Race Club

### 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?***

Council has received a request from Maranoa Diggers Race Club for in-kind assistance and \$500 cash to support their Annual Race Day on 16 October 2021. Due to the cost of the in-kind assistance requested, Council approval is required before proceeding.

### Background:

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

(Succinct overview of the relevant facts, without interpretation)

Maranoa Diggers Race Club hold an Annual Race Day and request the same in-kind assistance from Council each year. Ongoing in-kind assistance for the annual race day was approved in 2009 (see supporting documentation).

Following the last race day in 2019, the club reported that the day was enjoyed by the crowd of approximately 800, including locals and visitors. This provided economic benefits to the region with visitors spending money on accommodation, fuel, and food.

To ascertain the value of the in-kind assistance requested, the following quotes of the equipment / services requested were received from the relevant Council departments. The number of labour hours required have been estimated.

Stephen Scott, Manager of Maintenance Delivery and Works, and Darren Kay, Team Coordinator of Maintenance Delivery and Works – West, have provided the following costings:

Service/Equipment	Cost	Total Cost
Tables	\$10.70/table x 4	\$42.80
Chairs	\$2.20/chair x 200	\$440.00
Delivery & pick up of tables	\$138 / hour	\$138

**Maranoa Regional Council**

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and chairs		
Stage Pieces	No Charge	\$ -
Delivery and pick up of stage	\$138 / hour	\$138
Poly troughs from RSL	No Charge	\$ -
Water truck and operator	\$168.52 / hour x 5 hours	\$842.60
Delivery and pick up of industrial & wheelie bins	\$201 / hour	\$201
<b>TOTAL ESTIMATED COSTING</b>		<b>\$1802.40</b>

Cara Cicero has provided the following costings:

<b>Service/Equipment</b>	<b>Cost</b>	<b>Total Cost</b>
Removal of wheelie bin rubbish	\$3.72 / bin x 30 bins	\$111.60
Removal of industrial bin rubbish	\$19.09 / bin x 2 bins	\$38.18
Waste levy	\$93.50 / tonne	\$93.50
<b>TOTAL ESTIMATED COSTING</b>		<b>\$243.28</b>

***TOTAL ESTIMATED COST OF IN-KIND ASSISTANCE: \$2,045.68***

The estimated cost of the in-kind assistance is approximately \$2046. This total cost may vary depending on various factors including the exact hours of labour worked and any applicable overtime with race day being a Saturday.

Furthermore, Maranoa Diggers Race Club receive \$500 cash from Council every year in support of the race day. This was originally provided as a grant in 2010 (see Supporting Documentation) and has been provided as ongoing assistance every year since. Maranoa Diggers Race Club have also submitted a Grant Acquittal Form each year outlining how the funds have assisted the annual race day.

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

***What does the legislation and other statutory instruments include about the matter under consideration?*** (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

Local Government Act 2009 | S 262 (3)(c)

**Powers in support of responsibilities**

- (1) This section applies if a local government is required or empowered to perform a responsibility under a Local Government Act.
- (2) The local government has the power to do anything that is necessary or convenient for performing the responsibilities.
- (3) The powers include all the powers that an individual may exercise, including for example—
  - (a) power to enter into contracts; and
  - (b) power to acquire, hold, deal with and dispose of property; and
  - (c) power to charge for a service or facility, other than a service or facility for which a cost-recovery fee may be fixed.

**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)

## COMMUNITY GRANTS & NON-FINANCIAL ASSISTANCE POLICY

### 4. ELIGIBILITY

#### 4.1 Who is eligible?

Registered Not for profit community groups or organisation can make an application under the Community Grants and/or the Non-Financial Assistance program. Eligible community organisations are defined as:

Not-for-profit' organisations consisting of people having common interests; or

An entity that carries on

activities for a public

purpose or another entity

whose primary objective is

not directed at making a

profit, such as:

- sporting clubs

- social clubs

- school P&C's /

- arts and cultural groups,

- Church committees

- service organisations etc.

#### 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)

Quotes were received from the following people:

Stephen Scott – Manager of Maintenance Delivery & Works

Cara Cicero – Environment, Health & Waste Officer

Darren Kay - Team Coordinator Maintenance Delivery & Works – West

Dee Schafer was also consulted as she received the original request as the Local Development Officer for Mitchell.

#### 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?**

At the time of reporting, the 2021/22 Budget has not been released. It is assumed that the 2021/2022 In Kind Assistance Major Budget (GL 2887.2248.2001) is the same as the 2020/2021 Financial Year at \$30,000. It is also assumed that the 2021/2022 Sponsorship Budget (GL 2887.2249.2001) will be the same as the 2020/2021 Financial Year at \$15,000.

**Maranoa Regional Council**

**Ordinary Meeting - 25 August 2021**

If approved, the estimated cost of \$2046 can be allocated to the In-Kind Assistance Major Budget General Ledger 2887.2248.2001. At the time of reporting, there is \$17,742 remaining in this budget. This budget is used for in kind assistance and fee waivers over \$500 to assist not-for-profit community groups with events and fundraising initiatives.

To date, the following groups have received in-kind/ fee waivers from Council in the 2021/2022 Financial Year. There are also other in-kind assistance requests that are pending approval from Council that have not been included in this table.

<b>Group Name / Event</b>	<b>Amount</b>	<b>In-kind / Fee waiver</b>	<b>Resolution if Applicable</b>	<b>General Ledger</b>
Dunkeld Pony Club	\$1053	Fee Waiver	OM/06.2021/64	GL 02887.2248.2001
Surat Aboriginal Corporation	\$498	Fee Waiver		GL 02887.2246.2001
Roma Commerce & Tourism	\$117	Fee waiver		GL 02887.2246.2001
Roma Patchwork & Crafters – Quilt Show	\$1205	Fee Waiver		GL 02887.2248.2001
Red Cross / Chelsea Flower Show	\$145	In Kind		GL 02887.2246.2001
Roma Golf Club / Outback Masters	\$10,000	In Kind	OM/05.2021/13	GL 02887.2248.2001

Also to date, Council has resolved to sponsor the below groups in the 2021/2022 Financial Year:

<b>Group Name</b>	<b>Amount</b>	<b>Resolution if Applicable</b>	<b>General Ledger</b>
Golf Australia	\$5000	OM/05.2021/13	GL 02887.2249.2001
Australian Community Media for Young QLD Auctioneers Competition	\$4000	OM/06.2021/09	GL 02887.2249.2001
Roma & District Eisteddfod	\$400	OM/04.2021/59	GL 02887.2249.2001

Assuming the budget is the same as 2020/2021, there is \$5600 remaining in the Sponsorship Budget, leaving space for this \$500 sponsorship for Maranoa Diggers Race Club.

**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)

Maranoa Diggers Race Club

### 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
Request is denied	Maranoa Diggers Race Club may be forced to cancel their event which may impact the club financially.

### Advice to Council:

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

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

With a demographic consisting of locals and visitors, this event will boost community spirit as well as provide economic benefit to Mitchell and the greater Maranoa region as visitors spend money on accommodation, food and fuel. Locally, it will provide community members with a social outing that will assist in alleviating the stresses and struggles associated with the ongoing drought and the COVID-19 pandemic.

As per the Community Grants & Non-Financial Assistance Policy, Maranoa Diggers Race Club are eligible to receive this in-kind assistance as they are a not-for-profit organisation and have not previously applied for in-kind assistance in the 2021/2022 financial year. Furthermore, Maranoa Diggers Race Club originally applied for this in-kind assistance as ongoing assistance in 2009 (see supporting documentation). However, as this was over ten years ago, it is recommended that the Maranoa Diggers Race Club consider reapplying for the on-going assistance as the original request may now be considered outdated.

Additionally, the \$500 grant was also first approved over ten years ago and has not been reviewed since. Therefore, it is now recommended that the Maranoa Diggers Race Club receive the \$500 in the form of sponsorship. As they have received this \$500 every year, the club is relying on this assistance again for the 2021 race day.

By providing this in-kind assistance and sponsorship, Council will be supporting the Annual Race Day so it is recommended that Council is acknowledged in all forms of media and promotion as they have been in previous years.

### Recommendation:

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

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

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

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



That Council:

1. Approve the request for in-kind assistance for the delivery and pick up of industrial bins, wheelie bins, tables, chairs, stage, poly troughs, removal of rubbish, water truck and driver, checking of toilets, lines and septic tanks prior to the event and the display of the Race Club's banners on the banner poles in Mitchell's main street.
2. Allocate the associated in-kind assistance costs to General Ledger 2887.2248.2001 In Kind Assistance Major Budget.
3. Sponsor the Annual Race Day to the value of \$500 from General Ledger 02887.2249.2001 Sponsorship Budget.
4. Be acknowledged (where possible) in all forms of media and promotion relating to the event.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.12 Local development and events

**Supporting Documentation:**

- |                            |  |            |
|----------------------------|--|------------|
| 1 <u><a href="#">↓</a></u> | In-Kind Assistance Request Form - Maranoa Diggers Race Club                | D21/62805  |
| 2 <u><a href="#">↓</a></u> | Maranoa Diggers Race Club - Ongoing Assistance Approval Letter (2009)      | ED09/13602 |
| 3 <u><a href="#">↓</a></u> | Community Grants & Assistance Agreement - Maranoa Diggers Race Club (2010) | ED10/4524  |

**Report authorised by:**

Manager - Economic & Community Development

Deputy Chief Executive Officer/Acting Director Infrastructure Services

## FORM: In – Kind and Fees and Charges Waiver

DETAILS :				
Applicant Name	Maranoa Diggers Race Club			
	Contact Person (If Applicable): Jan Chambers			
ABN (if applicable):				
Postal Address				
Telephone	Daytime Phone		Mobile	0417711144
Email	gst_jl@bigpond.com			
Not for Profit Organisation	<input checked="" type="radio"/> Yes (Attach Certificate)		<input type="radio"/> No	
Date of Submission	3 August 2021			

DETAILS OF ASSISTANCE:			
<ul style="list-style-type: none"> <li>• Display of the race club owned banners on the banner poles in the main street of Mitchell (put up in August and taken down after race day)</li> <li>• \$500 cash – originally applied for as a community grant and acquittal provided each year by the club</li> <li>• Delivery, pick up and fee waiver on the following items to be delivered to the racecourse on the morning of 15 October 2021: Two Industrial bins, one with wheels if available, 30 wheelie bins, 4 white tables, 200 plastic chairs, 8 pieces of stage, 3 poly troughs from RSL</li> <li>• Removal of rubbish contained in the two industrial bins after the event</li> <li>• Checking of toilets, lines and septic tanks by council plumber prior to the event</li> <li>• Water truck and driver on race day and also prior to day depending upon track condition (this to be advised week before race day)</li> </ul>			
COMPLETE IF APPLICABLE:			
Date/s Required:		Time Required:	



## FORM: In – Kind and Fees and Charges Waiver

OFFICE USE ONLY		
Date Received	3 August 2021	
Key Internal Contact	Dee Schafer	
<b>Assistance Required:</b>		
<input type="checkbox"/> Planning	\$	
<input type="checkbox"/> Building	\$	
<input type="checkbox"/> Plumbing	\$	
<input type="checkbox"/> Fee waivers	\$	
<input type="checkbox"/> In-Kind Assistance	\$	
TOTAL	\$	
Officer's Recommendation	Include information that was found in your research (see process)	
GL/WO Number		
Record Number	This form's document number in record management system	
APPROVED (Two signatures required)		
Approved	Yes	No
Notes/Further Action (i.e. Refer to Council for approval)		
<b>Manager</b>	Name:	Signature:
	Date:	
<b>Director</b>	Name:	Signature:
	Date:	
<b>Chief Executive Officer</b> (Only upon Director's request)	Name:	Signature:
	Date:	
Enter into In-Kind/Fee Waiver Register (D21/59432)		Date:
Notify internal Council department Customer Request Reference:		Date:
Notify applicant of outcome and Correspondence recorded Record number:		Date:

**Dee Schafer**

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**From:** gst\_jl@bigpond.com  
**Sent:** Tuesday, 3 August 2021 8:38 AM  
**To:** Dee Schafer  
**Subject:** Maranoa Diggers Race Club Requests for 16 October 2021

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Dee

As you aware we are racing again on the 16 October 2021 with our annual race day at Mitchell.

Council has been very supportive of our race day in the past and we would like to request the same as we have been provided in previous years.

- Display of the race club owned banners on the banner poles in the main street of Mitchell (put up in August and taken down after race day)
- \$500 cash – originally applied for as a community grant and acquittal provided each year by the club
- Delivery, pick up and fee waiver on the following items to be delivered to the racecourse on the morning of 15 October 2021:  
Two Industrial bins, one with wheels if available, 30 wheelie bins, 4 white tables, 200 plastic chairs, 8 pieces of stage, 3 poly troughs from RSL
- Removal of rubbish contained in the two industrial bins after the event
- Checking of toilets, lines and septic tanks by council plumber prior to the event
- Water truck and driver on race day and also prior to day depending upon track condition (this to be advised week before race day)

In acknowledgement of support received the race club will include the Maranoa Regional Council's logo on our race day invitations and also in our race booklet, website etc.

Looking forward to a favourable response.

Kind regards

Jan Chambers

Secretary

Maranoa Diggers Race Club

0417711144

**ABN Lookup****Current details for ABN 77 402 547 140****ABN details****Entity name:** MARANOA DIGGERS RACE CLUB INC**ABN status:** Active from 01 Nov 1999**Entity type:** Other Incorporated Entity**Goods & Services Tax (GST):** Registered from 01 Jul 2000**Main business location:** QLD 4465**Deductible gift recipient status**

Not entitled to receive tax deductible gifts

ABN last updated: 29 Aug 2000

Record extracted: 03 Aug 2021

**Disclaimer**

The Registrar makes every reasonable effort to maintain current and accurate information on this site. The Commissioner of Taxation advises that if you use ABN Lookup for information about another entity for taxation purposes and that information turns out to be incorrect, in certain circumstances you will be protected from liability. For more information see [disclaimer](#).



Enquiries: Noela Ward  
Phone: 1300 007 662  
Office: Mitchell

24 June 2009

Mrs Jan Chambers  
Maranoa Diggers Race Club Inc  
PO Box 90  
Mitchell Qld 4465

Dear Mrs Chambers

**Grants and Assistance Application – Grant Identification Number COAP/09/022**

I refer to your application for ongoing assistance under Roma Regional Council's Community Grants and Ongoing Assistance Program and wish to advise that the application review and assessment process has been completed by Council.

The first round of Council's Community Grants and Ongoing Assistance Program received an overwhelming response from community groups and organizations. A total of one hundred and fifty-three (153) applications were received in total with a combined estimated value of \$1 173 937.00 for requested financial and in-kind support.

On behalf of Roma Regional Council I am pleased to advise that upon review of your application Council has approved your request for in-kind support and use of Council equipment and services to assist with the hosting of the annual Maranoa Diggers Races. Whilst this in-kind support has been approved in principle on an ongoing basis for the term of the current Council, allocation of subsequent in-kind support will be subject to annual budgetary reviews and program funding allocations. Provision of Council's support is also subject to the below listed conditions.

**Assistance Acknowledgement**

Recipients are required, as a condition of the Grants and Assistance Program, to acknowledge the assistance provided by Council. By acknowledging this support, you are informing the community appropriately about how public money is being spent and your partnership with Council.

Recipients must acknowledge Council's assistance in all publicity relating to the project and/or activity including word acknowledgement and logo acknowledgement. Copies of Council's acknowledgement logo may be accessed through Council's website or by contacting Council's Corporate Communications Officer on telephone number 1300 007 662.

Roma Regional Council  
Cnr Bungil & Quintin Streets  
Roma Queensland 4455  
P 1300 007 662 F 07 4622 3084  
[www.romaregionalcouncil.qld.gov.au](http://www.romaregionalcouncil.qld.gov.au)

Postal Address  
PO Box 42  
Mitchell Queensland 4465  
ABN: 99 324 089 164





File No.	593 Part 10
Corresp. No.	
Date Received	17 FEB 2010
Action Officer	JF
Date Entered	17-Feb-10
Entered By	

### Community Grants & Assistance Agreement

You need to return this completed form to:  
**Mail to:** Maranoa Regional Council  
 Community Grants & Assistance Program  
 PO Box 42  
 MITCHELL Q 4465

For further information please contact the Regional Community Development Coordinator for your area on 1300 007 662

#### Recipient details

Organisation's (Recipient's) name

Maranoa Diggers Race Club

Telephone number (business hours)

46231849

Contact person's name

Jan Chambers

Fax number

46231075

ABN

77 402 547 140

Mobile number

ACN (If incorporated)

Email

GST-JL@bigpond.com

#### Auspiced Organisations

If your organization is auspiced by another incorporated organisation you will need to attach a letter of consent from the auspicing organisation

Auspicing Organisation's Details

Contact person's name

ABN

ACN (if incorporated)

Telephone number (business hours)

Fax number

Mobile number

Email

#### Grant details

Grant ID number

4031-0004-0050

Grant Round & Year

09/10 - 5nd

☐ One-off Grant received  
 (Please tick if appropriate)

☒ Ongoing Grant received  
 (Please tick if appropriate)

## **OFFICER REPORT**

**Meeting:** Ordinary 25 August 2021

**Date:** 12 August 2021

**Item Number:** 13.6

**File Number:** D21/66173

**SUBJECT HEADING:** Mitchell Campdraft Association - In Kind Assistance Request

**Classification:** Open Access

**Officer's Title:** Project & Administration Officer - Economic & Community Development

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### **Executive Summary:**

Council has received a request from Mitchell Campdraft Association requesting in-kind assistance and sponsorship for the upcoming Campdraft to be held from 24-26 September 2021.

The in-kind support requested includes the use of a water truck, generators, access to water pick up on the Western side of Mitchell, slashing of the Mitchell Recreation grounds, switch boards, gas bottles for hot water systems at the complex, tables & chairs and rubbish & skip bins.

In addition, Mitchell Campdraft Association have also outlined the opportunity to sponsor the Campdraft at the value of either \$1000 plus GST for naming rights of a draft or \$500 plus GST for co-naming rights of a draft.

It is recommended that Council provide in-kind assistance to support the Mitchell Campdraft Association, however, decline the opportunity to sponsor due to the high value of in-kind assistance requested.

### **Officer's Recommendation:**

That Council:

1. Approve the request for in-kind assistance for the use of a water truck, generators, access to water pick up on the Western side of Mitchell, slashing of the Mitchell Recreation grounds, switch boards, gas bottles for hot water systems at the complex, tables & chairs and rubbish & skip bins.
  2. Allocate all in-kind assistance costs to General Ledger 2887.2248.2001 In Kind Assistance Major Budget.
  3. Be acknowledged (where possible) in all forms of media and promotion in relation to this event.
-

**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).

Mitchell Campdraft Association

**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?***

Council has received a request from Mitchell Campdraft Association requesting in-kind assistance and sponsorship for the upcoming Campdraft to be held from the 24-26 September 2021. Due to the high financial value of the request, Council's approval is required.

**Background:**

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

(Succinct overview of the relevant facts, without interpretation)

Mitchell Campdraft Association hold an annual campdraft that attracts locals and visitors. Due to COVID-19, the 2020 Campdraft had to be cancelled and was then rescheduled in April 2021. This April campdraft was deemed a successful event by Mitchell Campdraft Association who thanked Council for their support and in-kind assistance provided. With the COVID situation now more under control, the organization are able to hold their campdraft as per usual this year.

Quotes have been gathered to determine the total value of the in-kind assistance request.

Stephen Scott, Manager Maintenance Delivery & Works, has confirmed the following costings of the requested services and equipment from Mitchell Campdraft Association.

**VEGETATION MANAGEMENT:**

Slashing of grounds.

Cost detail	Cost per hour / hours required	Total Cost
Tractor/slasher hire	\$52.80 per hour x 8.5 hours	\$448.80
Operator	\$55 per hour x 8.5 hours	\$467.50
Backhoe hire	\$83.16 per hour x 8.5 hours	\$706.86
Backhoe Operator	\$55 per hour x 8.5 hours	\$467.50
<b>ESTIMATED TOTAL</b>		<b>\$2090.66</b>

**GENERATOR AND POWER BOXES:**

Council has no charge rates for the 3 power boxes

<b>Cost detail</b>	<b>Cost per hour / hours required</b>	<b>Total Cost</b>
Generator hire, 200KVA, 3 days @ 24hrs running, diesel not supplied. To leave council depot full and be returned full.	\$25.74 per hour x 72 hours	\$1853.28
Council staff delivery & pick up from Mitchell, 2 workers and truck	\$146.96 per hour x 4 hours	\$587.84
<b>ESTIMATED TOTAL</b>		<b>\$2,441.12</b>

**WATER TRUCK AND OPERATOR HIRE:**

<b>Cost detail</b>	<b>Cost per hour / hours required</b>	<b>Total Cost</b>
Water truck hire, 4 days @ 9hrs per day	\$85.80 per hour x 36 hours	\$3088.80
Operator, 4 days @ 9hrs	\$55.00 per hour x 36 hours	\$1980.00
<b>ESTIMATED TOTAL</b>		<b>\$5068.80</b>

**ESTIMATED TOTAL: \$ 9600.58**

This Quote does not include overtime rates for the operation of the water truck out of hours.

**FACILITIES:**

Gavin Pallisier, Maintenance Officer / Team Coordinator of Facilities, has provided the following costings:

<b>Cost detail</b>	<b>Cost</b>	<b>Total Cost</b>
Gas Bottles	\$175.00 per bottle (total of seven)	\$1,225.00
Tables	\$10.70 per Table (20 Tables)	\$214.00
Chairs	\$2.20 per Chairs (150 chairs)	\$330.00
<b>ESTIMATED TOTAL</b>		<b>\$1,769.00</b>

**WASTE:**

Cara Cicero, Environment, Health & Waste Officer, has provided the following costings:

<b>Cost detail</b>	<b>Cost</b>	<b>Total Cost</b>
Wheelie Bins	\$3.72 (total of 30)	\$111.60
Industrial Bins	\$19.09 per Bin (2 Bins)	\$38.18
Waste Levy fee	\$82.50 per Ton	\$82.50
<b>ESTIAMTED TOTAL</b>		<b>\$232.28</b>

**PARENTING VAN:**

The Parenting Van is free of hire to Community groups hosting a community event. The hire deed form has been sent to the Mitchell Campdraft Association for them to apply for the Parenting Van.

**TOTAL ESTIMATED COST FOR IN KIND REQUEST: \$11,601.86**

This is an estimated total cost for in-kind assistance and is subject to change depending on the exact labour hours worked and any applicable overtime.

Council previously resolved to provide the same in-kind assistance for the Campdraft in April 2021 as per below resolution. This event was deemed a success by Mitchell Campdraft Association.

**Resolution No. OM/03.2021/12**

**Moved Cr Edwards**

**Seconded Cr McMullen**

**That Council:**

1. Approve the request for in-kind assistance for the use of a water truck, generator, access to water pick up on the Western side of Mitchell, slashing of the Mitchell Recreation grounds, switch boards, gas bottles for hot water systems at the complex, tables & chairs and rubbish & skip bins.
2. Allocate the in-kind cost of \$11,601.86 to General Ledger 2887.2412.2132 (Internal Contributions).
3. Be acknowledged (where possible) in all forms of advertising and media in relation to and during the event.

Additionally, Mitchell Campdraft Association requested financial sponsorship for their 2017 Campdraft. As per the below resolution, Council resolved to not provide the requested financial sponsorship.

**Resolution No. GM/09.2016/10**

**Moved Cr Chandler**

**Seconded Cr Stanford**

**That Council:**

1. Decline the request for financial sponsorship for the Mitchell Campdraft Association for their event to be held 31 March – 2 April 2017.
2. Recommend that alternative means of support, which are available through the Community Grants Program, be considered for the Club's future events.

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

***What does the legislation and other statutory instruments include about the matter under consideration?*** ( Include an extract of the relevant section's wording of the legislation – please do not just quote the section

number as that is of no assistance to Councillors)

Local Government Act 2009 | S 262 (3)(c)

**Powers in support of responsibilities**

(1) This section applies if a local government is required or empowered to perform a responsibility under a Local Government Act.

(2) The local government has the power to do anything that is necessary or convenient for performing the responsibilities.

(3) The powers include all the powers that an individual may exercise, including for example—

(a) power to enter into contracts; and

(b) power to acquire, hold, deal with and dispose of property; and

(c) power to charge for a service or facility, other than a service or facility for which a cost-recovery fee may be fixed.

### **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)

## **COMMUNITY GRANTS & NON-FINANCIAL ASSISTANCE POLICY**

### **4. ELIGIBILITY**

#### **4.1 Who is eligible?**

Registered Not for profit community groups or organisation can make an application under the Community Grants and/or the Non-Financial Assistance program. Eligible community organisations are defined as:

Not-for-profit' organisations consisting of people having common interests; or

An entity that carries on

activities for a public

purpose or another entity

whose primary objective is

not directed at making a

profit, such as:

• sporting clubs

• social clubs

• school P&C's /

• arts and cultural groups,

• Church committees

• service organisations etc.

### **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)

Stephen Scott - Manager, Maintenance Delivery & Works

Cara Cicero – Environment, Health & Waste Officer

Gavin Pallisier - Maintenance Officer / Team Coordinator of Facilities

### **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?***

If approved, the estimated cost of \$11,601.86 can be allocated to the In-Kind Assistance Major Budget GL 2887.2248.2001. At the time of reporting, the 2021/22



**Maranoa Regional Council**

**Ordinary Meeting - 25 August 2021**

Budget has not been released so it is assumed that the In-Kind Assistance Major Budget is the same as the 2020/21 financial year at \$30,000.

Based on this assumption, there is a remaining budget of \$17,742 at the time of reporting. This budget is used for in kind assistance and fee waivers over \$500 to assist not-for-profit community groups with events, fundraising initiatives etc.

To date these are the groups who have received in kind / fee waivers from Council in 2021/2022 Financial Year:

<b>Group Name</b>	<b>Amount</b>	<b>In-kind / Fee waiver</b>	<b>Resolution if Applicable</b>	<b>General Ledger</b>
Dunkeld Pony Club	\$1053	Fee Waiver	OM/06.2021/64	GL 02887.2248.2001
Surat Aboriginal Corporation	\$498	Fee Waiver		GL 02887.2246.2001
Roma Commerce & Tourism	\$117	Fee waiver		GL 02887.2246.2001
Roma Patchwork & Crafters	\$1205	Fee Waiver		GL 02887.2248.2001
Red Cross	\$145	In Kind		GL 02887.2246.2001
Roma Golf Club / Outback Masters	Up to \$10,000	In Kind	OM/05.2021/13	GL 02887.2248.2001

Additionally, to date, Council has resolved to sponsor the below groups in the 2021/2022 Financial Year. At the time of reporting, the 2021/22 Budget has not been released so the \$15,000 Sponsorship Budget from 2020/21 Financial Year is assumed.

<b>Group Name</b>	<b>Amount</b>	<b>Resolution if Applicable</b>	<b>General Ledger</b>
Golf Australia	\$5000	OM/05.2021/13	GL 02887.2249.2001
Australian Community Media for Young QLD Auctioneers Competition	\$4000	OM/06.2021/09	GL 02887.2249.2001
Roma & District Eisteddfod	\$400	OM/04.2021/59	GL 02887.2249.2001

**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)

Mitchell Campdraft Association

### 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
Request is denied	Mitchell Campdraft Association may be forced to cancel their event which will impact the association financially.

### Advice to Council:

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

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

With a targeted demographic consisting largely of primary producers, this event will boost community spirit and provide community members with a social outing that will assist in alleviating the stresses and struggles associated with the ongoing drought and the COVID-19 pandemic.

As per the Community Grants & Non-Financial Assistance Policy, Mitchell Campdraft Association are eligible to receive this in-kind assistance and have not previously applied for in-kind assistance in the 2021/2022 financial year. Therefore, it is recommended that their request for in-kind assistance be approved.

It is also recommended that Council declines the offer to sponsor the event due to the high value of in-kind assistance being requested – an estimated value of \$11,602. Due to this high value, it is recommended that Council be acknowledged in all forms of media and promotion relating to this Campdraft.

Additionally, it is recommended that Council encourages Community groups such as the Mitchell Campdraft Association to consider applying in the next round of the on-going assistance program if this event and request is going to occur annually. This particular request fits the on-going assistance program as outlined in the Grants and Non-Financial Assistance guide and the Community Grants and Non-Financial assistance policy.

### Recommendation:

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

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

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

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

That Council:

1. Approve the request for in-kind assistance for the use of a water truck, generators, access to water pick up on the Western side of Mitchell, slashing of the Mitchell Recreation grounds, switch boards, gas bottles for hot water systems at the complex, tables & chairs and rubbish & skip bins.
2. Allocate all associated in-kind assistance costs to General Ledger 2887.2248.2001 In Kind Assistance Major Budget.
3. Be acknowledged (where possible) in all forms of media and promotion in relation to this event.


**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.12 Local development and events

**Supporting Documentation:**

<a href="#">1</a> 	Letter of request for In-Kind assistance - Mitchell	D21/59172
	Campdraft - 24, 25, 26 September 2021 - Mitchell	
	Campdraft Association	

**Report authorised by:**

Manager - Economic & Community Development

Deputy Chief Executive Officer/Acting Director Infrastructure Services



Mitchell Campdraft Association  
Munnaweena  
Mitchell 4465

19 July 2021

Dear Maranoa Regional Council

The Mitchell Campdraft Association are holding another 3-day Campdraft on the 24/25/26<sup>th</sup> September 2021. It was so wonderful to use the facilities in our new shed at our April Draft and to have visitors back in the town.

I am writing to ask for permission for the following Council Facilities/Property:

- Water Truck and Driver
- Access to water pick-up on the Western side of Mitchell
- A pump to pump out of the River into the Water Truck
- Slashing of the grounds
- Parenting Van
- Switch Boards
- Gas Bottles for hot water systems at the Complex for showers
- Tables and Chairs
- Rubbish and skip bins
- Generators

Thank you very much for your consideration.

Kind regards

Dianne Young

Secretary – Mitchell Campdraft Association.

### MITCHELL CAMPDRAFT ASSOCIATION

President: Stephen Sheppard      Secretary: Di Young

Tel: 0428 231 612

Tel: 0427 263 587

Email: [mitchellcampdraft@gmail.com.au](mailto:mitchellcampdraft@gmail.com.au)

## **OFFICER REPORT**

**Meeting:** Ordinary 25 August 2021

**Date:** 16 August 2021

**Item Number:** 13.7

**File Number:** D21/66791

**SUBJECT HEADING:** Bassett Park Oval Seating

**Classification:** Open Access

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

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### **Executive Summary:**

The spectator seating around the sporting oval at Bassett Park is aged and requires replacement.

### **Officer's Recommendation:**

That a project scope and costings to replace the spectator seating around the sporting oval at Bassett Park be prepared and presented at a future Council meeting.

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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).

Roma Show Society  
Roma & District Rugby League

### **Acronyms:**

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

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

Acronym	Description
Nil	Nil

### **Context:**

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

The seating around the Bassett Park oval is aged and requires replacement. The condition of the seating presents a risk to users and has been cause for complaint over a number of years.

### **Background:**

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

(Succinct overview of the relevant facts, without interpretation)

The seating around the Bassett Park oval is a traditional type of showgrounds spectator seating. It is of steel frame construction with chain-wire seating.

The seating has reached the end of its useful life with the chain-wire having sagged after years of use and many of the welds on the frame are rusted and in some places broken.

The seating is used by spectators at the Roma Show and at sporting events. The existing seating is approximately 300 metres. Due to the size of the oval and the amount of seating to be replaced, this work will need to be considered for Capital Works funding in a future budget.

It is recommended that Council consider removing the existing seating and install aluminium bench seating. Aluminium bench seating similar to that pictured below is available in 2, 3 and 4 metre lengths.



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

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

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

Nil

**Council Policies or Asset Management Plans:**

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

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

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

Nil



### Input into the Report & Recommendation:

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

Richard Irwin - Building Projects, Maintenance Planning & Inspections.

### 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)

Bassett Park User Groups – particularly Roma Show Society and Roma & District Rugby League. Spectators at these events use the seating.

### 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
Risk of Injury	The seating is old and past its useful life. Welds have broken in places which presents the risk of minor injury to users.
Risk of Further Complaint	The seating has been cause for complaint from Bassett Park patrons over a number of years.

### Advice to Council:

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

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

It is recommended that Council remove the current seating and replace with aluminium bench seating. The current seating is currently approximately 300 metres in length. If 4 metre long seats are installed, and a ½ metre gap left between seats, the purchase of seats will cost approximately \$35,000 plus delivery, installation and demolition of the old seats. It is recommended that Council request a project scope and costings be developed for consideration in the 2022/23 budget.

**Recommendation:**

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

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

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

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

That a project scope and costings to replace the spectator seating around the sporting oval at Bassett Park be prepared and presented at a future Council meeting.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.10 Facilities

**Supporting Documentation:**

Nil

**Report authorised by:**

Deputy Chief Executive Officer/Acting Director Infrastructure Services