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# LATE ITEMS BUSINESS PAPER

## General Meeting

**Wednesday 26 June 2019**

Roma Administration Centre

### NOTICE OF MEETING

Date: 26 June 2019

Mayor:

Councillor T D Golder

Deputy Mayor:

Councillor J L Chambers

Councillors:

Councillor N H Chandler

Councillor P J Flynn

Councillor G B McMullen

Councillor W M Newman

Councillor C J O'Neil

Councillor D J Schefe

Councillor J M Stanford

Chief Executive Officer:

Ms Julie Reitano

Senior Management:

Mr Rob Hayward (Deputy Chief Executive Officer/Director  
Development, Facilities & Environmental Services)

Ms Sharon Frank (Director Corporate, Community & Commercial  
Services)

Please find attached agenda for the **General Meeting** to be held at the Roma Administration Centre on **June 26, 2019 at 9.00AM.**



Julie Reitano  
**Chief Executive Officer**

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	Prepared by: Regional Grants & Council Events Development Coordinator	
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<b>LC.</b>	<b>Late Confidential Items</b>	
<b>LC.1</b>	<b>Binya Lane</b>	
	<b>Classification:</b> Closed Access	
	Local Government Regulation 2012 Section 275(c) the local government budget.	

## **OFFICER REPORT**

**Meeting:** General 26 June 2019

**Date:** 19 June 2019

**Item Number:** L.1

**File Number:** D19/51688

**SUBJECT HEADING:** Queensland Opera Performance September 2019

**Classification:** Open Access

**Officer's Title:** Regional Grants & Council Events Development Coordinator

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### **Executive Summary:**

Council has previously resolved to host a performance of the Queensland Opera in the Maranoa region on Friday, 6 September 2019. This report provides recommendations regarding venue, budget and ticket prices.

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

That Council:

1. Hold the event in the Mitchell Hall.
  2. Offer the community the opportunity to provide a bar or catering.
  3. Update the 2019/20 Fees and Charges to include the ticket prices for the Queensland Opera performance:
    - \$45 per person for adults
    - \$15 for school aged children (5-17)
    - Children 0 - 4 free.
- 

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

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

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

Queensland Opera

### **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
QO	Queensland Opera
RADF	Regional Arts Development Fund

### **Context:**

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

Council has previously approved that a performance of Queensland Opera (QO) would be held in the Maranoa region on Friday, 6 September 2019.

Council is asked to confirm the following items:

- Venue and costings

- Expression of interest for food (if required) and refreshments
- Ticket price

**Background:**

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

(Succinct overview of the relevant facts, without interpretation)

**1. Performance Fee Payment**

At its meeting on 12 June 2019, Council resolved to pay the increased cost of \$5,900 to hold the performance of Queensland Opera in the region on Friday, 6 September 2019, and to sign the agreement with Queensland Opera (***Resolution No. GM/06.2019/24***). This agreement has since been executed.

**2. Selection of Venue**

At its meeting on 12 June 2019, Council also passed the following resolution:

***Resolution No. GM/06.2019/25***

***That:***

- 1. A report be brought back to the next meeting, following investigation into potential venues for holding the event, including:***
  - The Big Rig Night Show Facility;***
  - Installation of a cement slab in the vicinity of Bungil Creek at the Big Rig Parklands;***
  - Any additional locations identified.***
- 2. Investigate pricing strategies for each of the potential locations identified.***

Council has previously been informally consulted about a possible venue, with the sloping creek bank downstream from the train bridge at The Big Rig emerging as an option, with the installation of a cement slab as a stage. Representatives from QO were shown the site, and were receptive. A list of potential venues has been attached. When considering venues, note the performance starts at 7.30pm with a running time of 2 hours including an interval of approximately 20 minutes.

With regard to an outdoor venue, the agreement with Queensland Opera states:

*If by agreement the venue is an outdoor venue, then the Presenter, after consultation with OQ, **may** be required to provide at the Presenter's expense:*

- Suitable sound equipment in order to amplify the performance, including radio microphones*
- An experienced sound operator and radio microphone technician*
- Sheltered path and flooring between the dressing room area and the stage*

This information does not preclude the use of an outdoor venue, merely provides Council with terms of the agreement.

Council is asked to make a final decision on the location, giving consideration to costs and timeframes. Available options are (in no order)

- The Big Rig Night Show facility
- Install a cement stage on the Bungil Creek bank
- Hire a stage for the Bungil Creek bank

- d) Hire a stage to go on the flat grassy area in front of the engine (where Volunteers Week event was held)
- e) Use another council facility in Roma
- f) Use another council facility in the region.

A detailed list including photos is included in the attachment to this report.

It should be noted that the use of outdoor function sites can incur extra over-time costs to set up (Friday is an RDO) and pack up from the event either late Friday night or Saturday morning. Again, this does not preclude the event from being held at an outdoor event – merely informs Council that there will be costs involved.

The cheapest option would be to go to the Mitchell Hall, and have the set-up and pack-down done by the WORK camp.

### 3. Catering and Refreshments

If the event is held at The Big Rig, it is recommended that the Food Truck Friday vendors and Roma Thai be advised of the event, and asked to provide catering options for individual selection and purchase. It is also recommended that an opportunity be offered for community groups to operate the bar or a food stall as a fund-raising opportunity. (Note – this is not a weekend the Food Truck normally operates, and they are already booked to provide catering for RUOK Day on 13 September).

If the event is held in Mitchell, it is recommended that an opportunity be offered for the community to operate the bar or provide catering as a business or a fund-raising opportunity.

### 4. Ticket Price

At its meeting on 26 July 2017, Council resolved as follows:

***That Council charge the following ticket price for the Opera Queensland performance on 1 September 2017:***

- ***\$60 per person for adults***
- ***\$20 for school aged children (5-17)***
- ***Children 0 - 4 free. (Resolution No. GM/07.2017/10)***

There were approximately 164 adults (not including crew) and 11 children at the 2017 performance and the final remittance from Eventbrite was \$8,251. The 2017 event was held at the Amby Quarry, with associated extra expenses. There is the opportunity to reduce the ticket price in line with the reduced expenditure for 2019. Suggested cost:

- \$45 per person for adults
- \$15 for school aged children (5-17)
- Children 0 - 4 free.

The table below shows the attendees by post code at the 2017 event.

	Postcode	Adult	5-17 yrs	0-4 yrs	Total	percentage
VIC	3932	2				0.956937799

<b>Maranoa Regional Council</b>
<b>General Meeting - 26 June 2019</b>

Bris	4051	3				1.435406699
Bris	4064	2				0.956937799
Bris	4103	1				0.4784689
Helidon	4344	1				0.4784689
Toowoomba	4350	2				0.956937799
Surat	4417	2	0	1	3	1.435406699
Yuleba	4427	1				0.4784689
Wallumbilla	4428	2				0.956937799
Injune	4454	5				2.392344498
Roma	4455	88	10	1	99	47.36842105
Muckadilla	4461	1				0.4784689
Amby	4462	3				1.435406699
Mitchell	4465	35	1		36	17.22488038
Mungallala	4467	13				6.220095694
Claverton	4471	1				0.4784689
Maryborough	4650	2				0.956937799
	crew	32				15.31100478
		196	11	2		209

Note the crew includes Opera staff, volunteers, security, food staff, etc.

### 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)

Discussions with Queensland Opera staff.

Manager – Construction. Provided estimate for the installation of concrete slab.

Advised the construction would be tight, but achievable, before 6 September.

Team Coordinator, Roma Parks & Gardens & Regional Horticulturist. Suggested that the engine outside The Big Rig be removed and an outdoor stage installed in its place, so the event could be held on the flat grassed area beside The Big Rig.

Arts Portfolio Chair. On-site visit at The Big Rig with QO staff.

Local Development Officer – Roma. Concerns regarding slope of creek bank site for older demographic.

Tourism Officer – provided photos of recent group sitting in night show facility.

Facilities Manager – provided update re building stage in riparian area, and feedback from dance instructor at Hibernian Hall.

### 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)

Council have allocated \$5,000 from the 2018/19 RADF Strategic Initiatives. The agreement requires funding to be acknowledged, and the event included in milestone reporting.

### 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?*

Council have allocated \$5,000 from the 2018/19 RADF Strategic Initiatives, and an additional \$900 from the Food and Fire Festival budget (GL 2888.2257).

### 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 will be dependent on the venue chosen. Costs for stage hire etc if required can be allocated to the Arts & Culture 2019/20 budget GL 2885.2001.2001  
Outdoor function sites may incur overtime budget costs to set up and pack up on Friday night or Saturday morning.

### 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)

Queensland Opera  
Community groups for fund-raising opportunities

### 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
Wet weather	There is a risk of a rain event when holding an outdoor event. Bassett Park has been booked as an alternative option.
Time frames to build a stage	There is just over 2 months until the event, which does not allow a lot of time to schedule the building of a cement stage. Alternative venue would have to be found if the site was not ready.
Usage of an outdoor stage on the creek	There are some associated risks with the creek bank site – sloping site, provision of power from the power pole,

bank.	establishment of grass cover, how often the stage would be used compared to the cost of installation.
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**Advice to Council:**

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

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

The initial recommendation was to have been to hold the event at The Big Rig, against the backdrop of gum trees and the creek bank. However, the preparation of this report has identified some risks and costs associated with that venue which could be alleviated by going elsewhere. A list of the pros and cons of each venue are outlined below:

**Outdoor site at Big Rig**

**Pros**

- Attractive outdoor setting by the banks of Bungil Creek
- Opportunity for local groups/businesses to financially benefit with provision of bar and catering
- Financial benefit for local accommodation from Opera crew.
- Central location for the region.

**Cons**

- Outdoor setting, need wet weather alternative
- Costs for stage
- Costs for set up and pull down
- Older demographic may feel uncomfortable sitting on grass, or on the sloping site.
- Supply of power.
- Back-stage options for performers are located some distance from the stage, or alternatives would have to be set up.

**Mitchell Hall**

**Pros**

- Showcase attractive setting in one of our iconic facilities
- No need for wet weather alternative
- Opportunity for local groups/businesses to financially benefit with provision of bar and catering
- Financial benefit for local accommodation from Opera crew.
- Proven audience for the area. For the 2017 Amby event, the following postcodes were recorded – Roma (88), Mitchell (35), Mungallala (13), Injune (5) and 3 each from Surat and Yuleba/Wallumbilla. Others were from out of the region.
- No costs for venue, stage hire etc
- No costs for set up or pack down if WORK camp are engaged
- Comfortable, all-accessible, well-lit facility for audience members.
- Back-stage amenities are readily available for performers.
- Could set up the Hall for a dinner/opera event, which would enhance the already existing ambience of the facility.



### Cons

- The Fire & Water Festival will be held on 20/21 September, (two weeks afterwards) but will attract a different demographic. As it is not expected to have an entrance fee, this should not detract from people wishing to attend both events.

Based on the above, and the opportunity to provide some additional economic benefit to the Mitchell community, while reducing the cost to Council, it is recommended that the event be held in the Mitchell Hall.

### 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?***

### Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

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

4.11.4 Deliver a range of annual, biennial and one-off budgeted Council events in partnership with local community groups (where applicable).

### Supporting Documentation:

[1](#) Options for Queensland Opera - Council report 26 June 2019 D19/52306

### Report authorised by:

Manager - Economic & Community Development

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

## Options for Queensland Opera, Friday, 6 September 2019

Option	Cost	Comment
1. The Big Rig Night Show Facility	No cost to hire facility.  Would have to hire stage? Approximate cost \$3,763.	<ul style="list-style-type: none"> <li>- Capacity. The attached photo shows the facility with a group sitting together posing for a photo. When counted, there were 107/108 people in this image. There were over 160 adults at the 2017 Opera in the quarry.</li> <li>- Would have to cancel Big Rig Night Show – not seen to be an issue.</li> <li>- Difficult to erect stage in area behind fence – can't move projector.</li> </ul>
2. Sloping bank on Bungil Creek - Council to install a cement slab on site as a permanent stage.	Approximately \$10,000 to build stage.  Overtime expenses to set up and pack down for event – Friday, 6 September is an RDO.	<ul style="list-style-type: none"> <li>- Would have to be included in 2019/20 budget.</li> <li>- It is a tight timeframe to have completed before event.</li> <li>- Will need approval from the Department of Natural Resources to install - <i>A Riverine Protection Permit is required before any work can be completed in a creek bed, unless certain exemption requirements are met. Construction of a stage is likely to not be exempt and a permit will be required. In considering a permit application, DNRME will consider if the proposed works interfere with water flow, including not diverting water flow in a way that could cause erosion or damage to beds or banks. If an application including all required information is properly made to DNRME, DNRME will provide a response (approve or decline the permit) about 6 weeks after receiving the application.</i></li> <li>- Previously suggested by Council.</li> <li>- Not recommended for this event due to tight time-constraints.</li> </ul>
3. Hire a stage for either sloping bank on Bungil Creek, or flat area near picnic shelter (where Volunteers Week function was held).	\$3,763  Overtime expenses to set up and pack down for event – Friday, 6 September is an RDO.	<ul style="list-style-type: none"> <li>- Quote received from person who provided stage at previous Opera event. Includes lighting beam.</li> <li>- Could be taken from the Arts &amp; Culture 2019/20 budget.</li> <li>- An opportunity to test the venue before going further with building a stage.</li> </ul>
4. Use the stage donated by St John's – either for flat or sloping area.	Overtime expenses to set up and pack	Based on dimensions provided by QO, this stage is not large enough.

	down for event – Friday, 6 September is an RDO.	
5. Use of other Council facility eg Bassett Park.	No financial cost for hire of venue.  Set up and Pack up could be done in work hours.	<ul style="list-style-type: none"> <li>- Bassett Park has been booked as wet weather option.</li> </ul>
6. Use of other Council facility eg Hibernian Hall	Set up and pack up could be done in work hours, depending on class availability.	<ul style="list-style-type: none"> <li>- Hibernian Hall is already booked. The instructor advised <i>“the class is aerial dance using hoops and silk, so it couldn’t be moved to another venue. It would be hard to schedule a ‘make-up’ class as it is approaching the end of year concert.”</i></li> <li>- Capacity 200 people</li> </ul>
7. Use of other Council facility eg Cultural Centre		<ul style="list-style-type: none"> <li>- Cultural Centre has already been booked.</li> </ul>
8. Use of other Council facility eg Mitchell Hall	No financial cost for hire of venue.  Set-up and pack up could be done by WORK Camp, or by MRC staff in rostered hours.	<ul style="list-style-type: none"> <li>- No need to seek alternative wet weather option.</li> <li>- The Hall is available.</li> <li>- Capacity 250 people, with population of 1,031.</li> </ul>
9. Use of other Council facility eg Surat Hall	No financial cost for hire of venue.  Set-up and pack up could be done by MRC staff in rostered hours.	<ul style="list-style-type: none"> <li>- No need to seek alternative wet weather option.</li> <li>- The Hall is available.</li> <li>- Capacity 250 people, with a population of 407.</li> </ul>



Big Rig Facility – photo shows 107/108 people seated



Flat area outside Big Rig.



Sloping area outside Big Rig – stage would be in foreground.