
LATE ITEMS

BUSINESS PAPER

Ordinary Meeting

Wednesday 10 March 2021

Roma Administration Centre

NOTICE OF MEETING

Date: 10 March 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 10 March, 2021 at 9.00AM.

A handwritten signature in black ink, appearing to read 'Julie Reitano'.

Julie Reitano
Chief Executive Officer

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LC. Late Confidential Items

LC.1 Authorisation to approve payment of Legal Fees

Classification: Closed Access

Local Government Regulation 2012 Section 254J(3)(e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

LC.2 Unnamed Section of Road off Humphreys Road

Classification: Closed Access

Local Government Regulation 2012 Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

LC.3 Adoption of the Organisational Structure (Stage 1 – March to June 2021, and Stage 2 – 1 July 2021) - Placeholder

Classification: Closed Access

Local Government Regulation 2012 Section 254J(3)(b) industrial matters affecting employees.

OFFICER REPORT

Meeting: Ordinary 10 March 2021

Date: 2 March 2021

Item Number: L.1

File Number: D21/17022

SUBJECT HEADING: Additional Handrails at Roma Saleyards Stud
Stock Selling Arena

Classification: Open Access

Officer's Title: Deputy Director / Strategic Road Management

Executive Summary:

At the Council Meeting on 24 February 2021, Council *"accepted the proposal from Opera Queensland to perform 'Are You Lonesome Tonight' at the Roma Saleyards Bull Ring on Thursday, 3 June 2021"*. Part of the resolution (OM/02.2021/91) requested that a report detailing the costs of installing the remaining railing (pricing for top tier and per row) be submitted at a future meeting.

This report is by way of follow up to this request and provides Council with a number of options to consider in relation to extra handrailing at the Roma Saleyards Stud Stock Selling Arena.

Officer's Recommendation:

That Council:

1. approve the installation of additional grab rails on the remainder of the steps within the Roma Saleyards Stud Stock Selling Arena;
2. approve the installation of additional barrier rails between the tiered seating platforms on the remainder of the top tier of the the Roma Saleyards Stud Stock Selling Arena;
3. fund the works as outlined in Points 1 and 2, with an estimated value of \$40,000 exclusive of GST, from Roma Saleyards Reserves, and;
4. seek to have the works as outlined in Points 1 and 2 completed in advance of the proposed Opera event on Thursday, 3 June 2021.

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).

WFM Co 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
-	-

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

This report is a follow up to Resolution OM/02.2021/91 and provides Council with a number of options to consider in relation to extra handrailing at the Roma Saleyards Stud Stock Selling Arena.

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

(Succinct overview of the relevant facts, without interpretation)

In January 2020, Council opened the new Roma Saleyards Multi-purpose Facility, which included a new Stud Stock Selling Arena. The arena was constructed in such way that it could be used for event other than for selling stud stock.

Since its opening, there have been a number of concerns raised with the lack of hand railing within the Stud Stock Selling Arena. Earlier this year, a single run of additional handrailing was installed on one bay of the top tier. Since its installation, Council has received positive feedback on the installation.

At the Council Meeting on 24 February 2021, Council *“accepted the proposal from Opera Queensland to perform ‘Are You Lonesome Tonight’ at the Roma Saleyards Bull Ring on Thursday, 3 June 2021”*. Part of the resolution (OM/02.2021/91) requested that a report detailing the costs of installing the remaining railing (pricing for top tier and per row) be submitted at a future meeting.

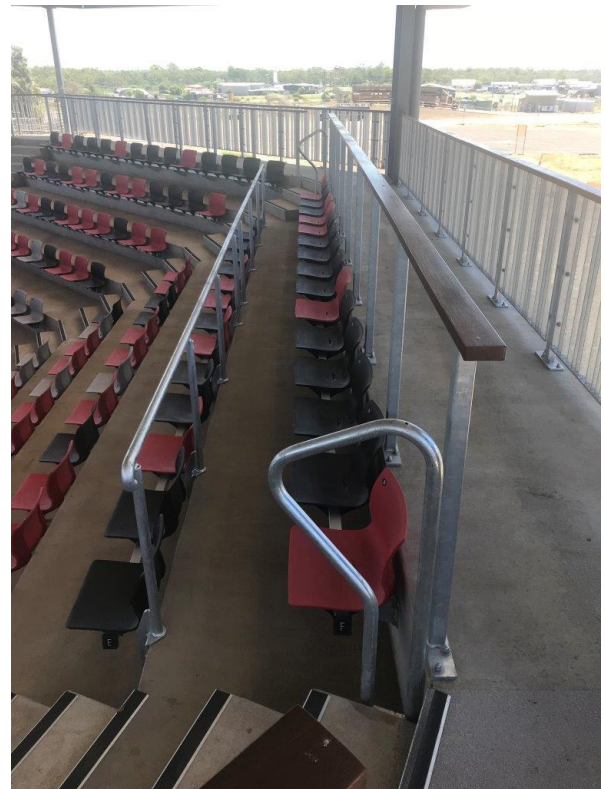
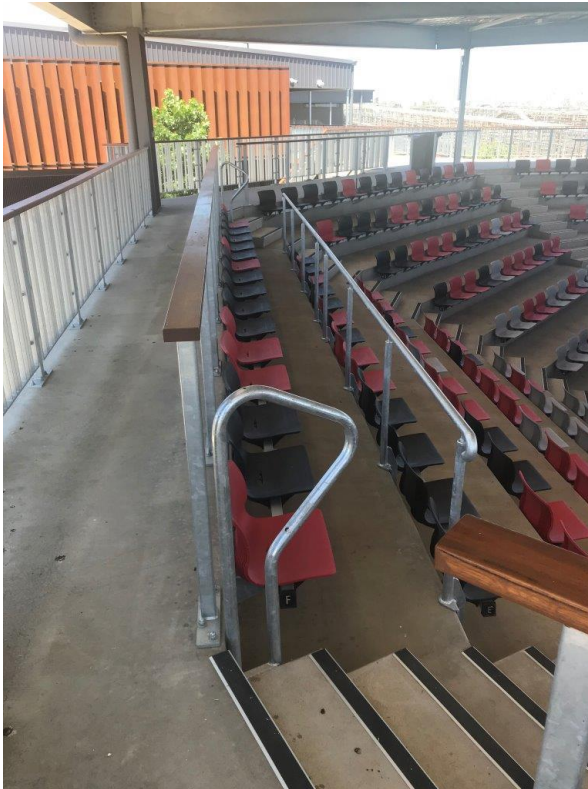
Three options were considered as a way of providing additional grab and barrier rails to the Stud Stock Selling Arena:

1. Additional Grab Rails (to steps)Description

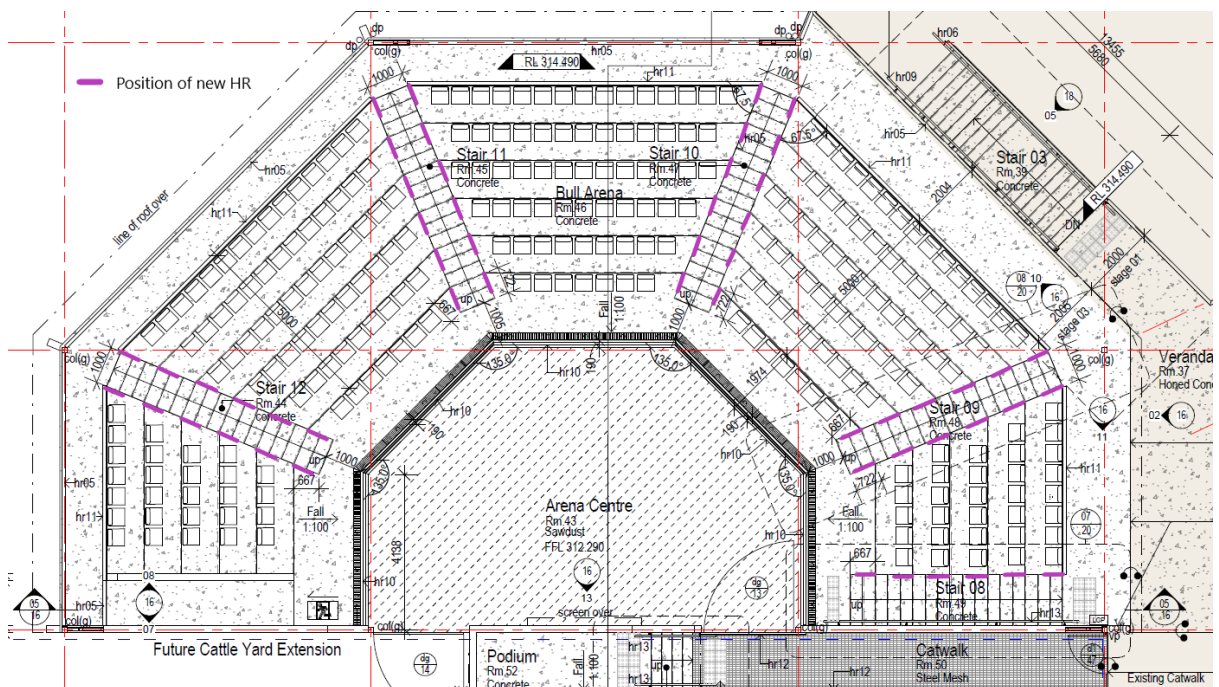
40mm hot dipped galvanized tubing bent as per the photos below and fitted to the vertical side wall of the steps by two epoxy grouted bolts. Clearance between grab rails approximately the same size as the width of the access walkway to the seats.

Estimated Cost

Approximately \$25,000.00 exclusive of GST.



Trial Grab Rails installed at Stud Arena



Proposed Grab Rail installation to whole arena

2. Barrier Rail Between Tiered Seating Platforms (Top Tier Only)

Description

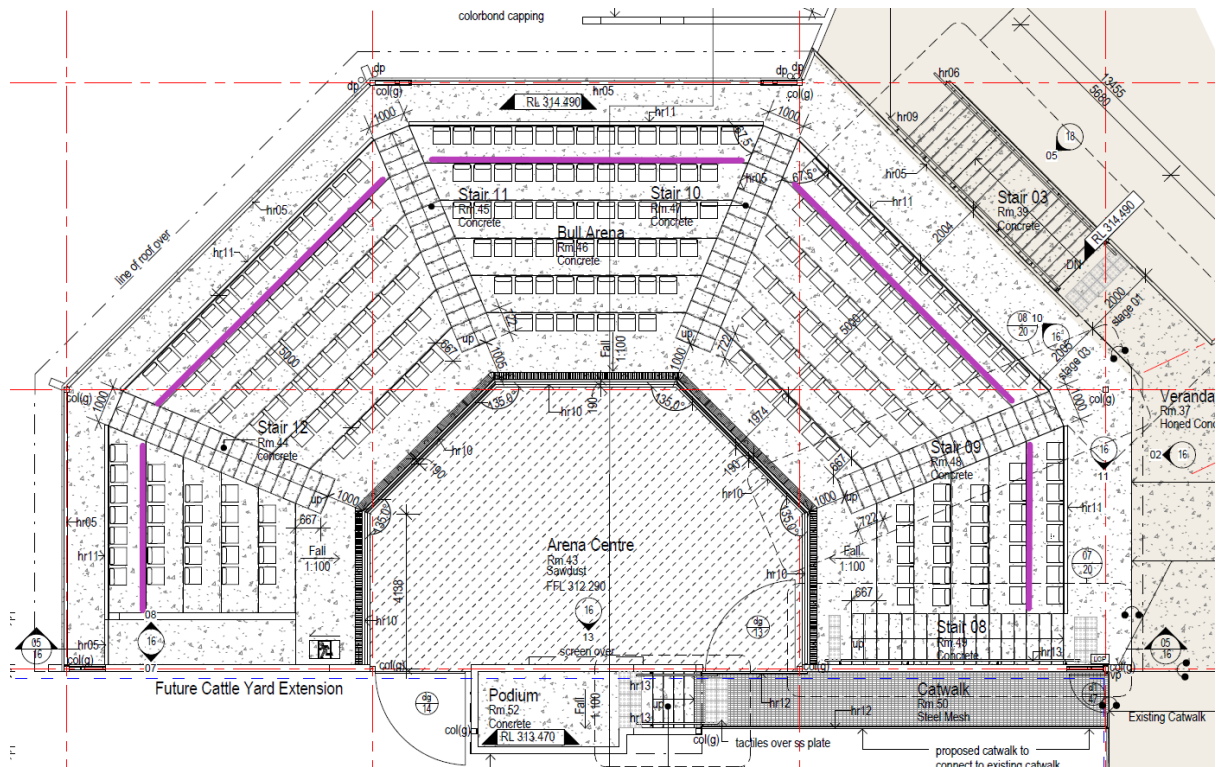
40mm hot dipped galvanized handrails on 850mm posts bolted to the floor with epoxy grouted bolts, as per photo below.

Cost

Approximately \$15,000.00 exclusive of GST.



Trial Barrier Rail installed at Stud Arena



Proposed Barrier Rail installation to top tier only

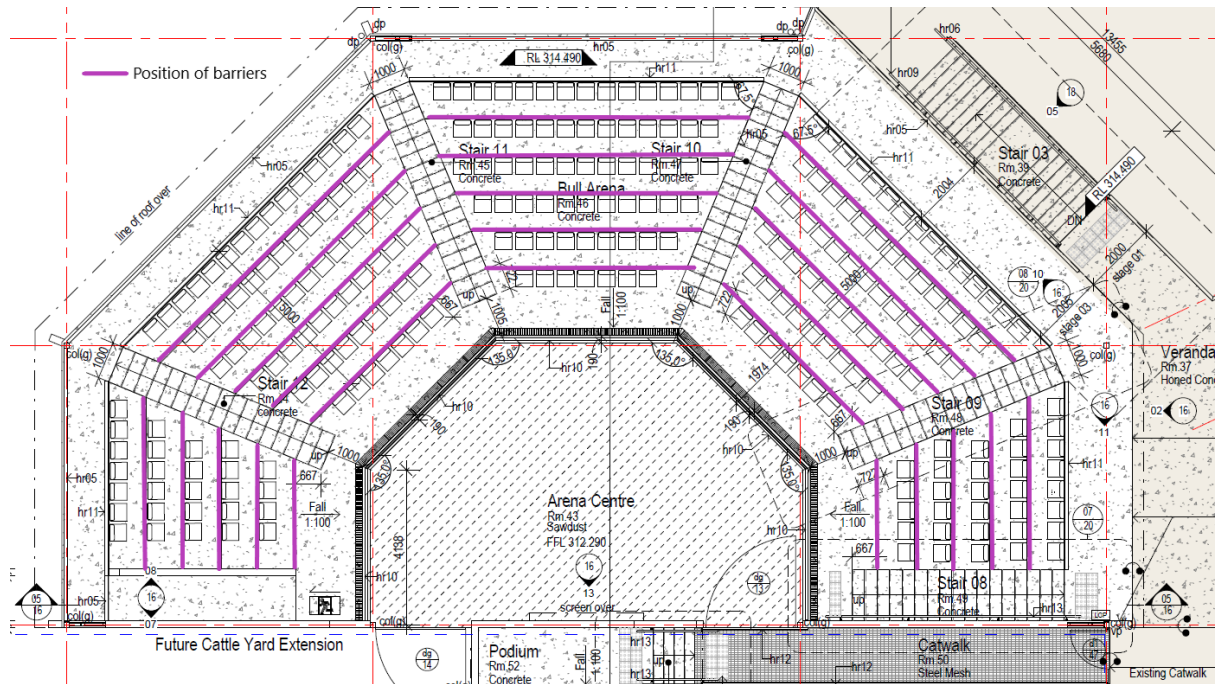
3. Barrier Rail Between Tiered Seating Platforms (Entire Arena)

Description

40mm hot dipped galvanized handrails on 850mm posts bolted to the floor with epoxy grouted bolts.

Cost

Approximately \$55,000.00 exclusive of GST.



Proposed Barrier Rail installation to entire arena

Of the options considered and the feedback received to date from users of the facility, Options 1 & 2 have been included in the recommendation to 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)

The recommendation to install the additional railings is consistent with Council's Work Health and Safety Policy.

Input into the Report & Recommendation:

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

Manager – Roma Saleyards
Senior Engineer – Contract Management & Development

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?

Costs of each options are outlined in the background section of the report. It is estimated that the recommended option - being Option 1 and 2 – would require the allocation of \$40,000 to complete.

An option to fund these works is from Roma Saleyards Reserves.

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)

Increase the ongoing maintenance due to the additional grab and barrier rail installation, however this is likely to be minimal compared to the overall facility. The material selection has considered the ongoing maintenance costs – with galvanized handrails selected to help reduce the impact on future years budgets.

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)

Users of the Stud Stock Selling Arena
Agents and Buyers that use the Roma Saleyards and Stud Stock Selling Arena
Tour Guide Leaders
Visitors and Tourists
Enterprise Risk Department

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
Potential for the	Possible. The recommendation has been presented to

Risk	Description of likelihood & consequences
barrier rail to obstruct or obscure views of the arena exhibition platform if installations were to occur on tiers other than the top tier.	mitigate this risk by recommending that barrier rail installations are to be restricted to the top tier only.
Potential to impact aesthetics of building if installations were to occur on tiers other than the top tier.	As above.

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 recommendation 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. approve the installation of additional grab rails on the remainder of the steps within the Roma Saleyards Stud Stock Selling Arena;
2. approve the installation of additional barrier rails between the tiered seating platforms on the remainder of the top tier of the the Roma Saleyards Stud Stock Selling Arena
3. fund the works as outlined in Points 1 and 2, with an estimated value of \$40,000 exclusive of GST, from Roma Saleyards Reserves.
4. seek to have the works as outlined in Points 1 and 2 completed in advance of the proposed Opera event on Thursday, 3 June 2021.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.6 Saleyards

Supporting Documentation:

Nil

Report authorised by:

Program Funding & Budget Coordinator

Director - Corporate & Community Services

OFFICER REPORT

Meeting: Ordinary 10 March 2021

Date: 3 March 2021

Item Number: L.2

File Number: D21/18032

SUBJECT HEADING: Delegated Authority for the Chief Executive Officer to sign the DTMR Deed of Indemnity for the Construction of the Water Main in their Road Reserve in Yuleba for the new Bore.

Classification: Open Access

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

Executive Summary:

Council has a requirement to apply to the Department of Transport & Main Roads for a permit to construct the water main in their road reserve in Yuleba, for the new bore. The Department of Transport and Main Roads require Council to sign a Deed of Indemnity for these works to be undertaken.

Officer's Recommendation:

That Council authorise the Chief Executive Officer or delegate to sign the Deed of Indemnity, to Department of Transport & Main Roads, for the construction of the water main in Yuleba from bore 1

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
DTMR	Department of Transport Main Roads
AMP	Asset Management Plan

Context:

Why is the matter coming before Council?

DTMR require a Deed of Indemnity for the construction of this water main, which requires Council approval.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council is constructing a new water booster station at 10 Perry Street, Yuleba. For the old bore to feed into the new reservoir, a water main will be constructed along the highway to the corner of Perry Street and then down Perry Street to the reservoir.

To construct the portion of water main in the highway reserve, Council require DTMR approval. This approval requires Council to sign a Deed of Indemnity.

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 Water Network AMP includes the new water booster station in the 10 year plan.

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)

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)

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
DTMR approval denied without the Deed of Indemnity	If Council does not sign this Deed of Indemnity, then DTMR will not approve the permit. The renewal works can then not commence.

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 authorise the Chief Executive Officer or delegate to sign the Deed of Indemnity, for the construction of the water main in Yuleba from bore 1.

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 authorise the Chief Executive Officer or delegate to sign the Deed of Indemnity, to Department of Transport & Main Roads, for the construction of the water main in Yuleba from bore 1.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.1 Water

Supporting Documentation:

1 [WO20272 - Deed of Indemnity - Water Main](#) D21/18030
Construction Warrego Highway to Perry Street, Yuleba

Report authorised by:

Deputy Chief Executive Officer/Acting Director Infrastructure Services



Queensland
Government

Print Form

Reset Form

Deed of Indemnity

Utility name

Maranoa Regional Council

Description of works (including reference numbers)

WO20272 Water Booster System Yuleba - Construction of water main from existing bore to Perry Street

works on state-controlled roads

State of Queensland (represented by the Department of Transport and Main Roads) (TMR)

Full name of utility party including ACN, ABN or ARBN if applicable

Maranoa Regional Council ABN 99 324 089 164

Abbreviated utility name

MRC

Deed of Indemnity for MRC works on state-controlled roads

1. Introduction

- 1.1 MRC is a
Water and sewerage public utility provider in Queensland.
- 1.2 In the course of installing and maintaining plant and equipment,
MRC performs work in and around
state-controlled roads throughout
Maranoa Region Queensland.

2. Activities

- 2.1 MRC must obtain the prior consent of
TMR before undertaking any construction, installation, operation, maintenance, alteration or removal of
Water and sewerage infrastructure in
state-controlled roads and any other act that involves works in state-controlled roads or the obstruction, interference with,
redirection or management of traffic or a road user on a state-controlled road (an Activity). This includes anything to be
done by
MRC's employees,
contractors or agents.

3. Consent and warranty

- 3.1 MRC declares that from the date of
this deed, when seeking consent from TMR for an Activity it will warrant that all information given to TMR for the
purpose of, or in the process of, obtaining the consent, is accurate and complete, to the best of
MRC's knowledge.
- 3.2 From the date of this deed, MRC
warrants that, for each consent given by TMR to an Activity, it will read and comply with any terms or conditions set
and notified, or agreed to by TMR.

4. Indemnity

- 4.1 MRC indemnifies and agrees to keep
indemnified TMR and TMR's employees, contractors and agents against any:
- claim or proceeding (and any cost and expenses incurred as a result) that may be made or brought against TMR
or TMR's employees, contractors or agents; or
 - loss suffered by TMR or TMR's employees, contractors or agents in respect of loss of life, personal injury or
damage to any person or property.
- arising out of an Activity regardless of whether or not TMR has consented to the Activity.
- 4.2 The Indemnity in clause 4.1 of this deed is reduced proportionately to the extent that the cost, expense or loss is
caused or contributed to by the act, omission or negligence of TMR or TMR's employees, contractors or agents.

continued page 2... Page 1 of 2 TRB Forms Area F5191 CFD V01 Jan 2018

Deed of Indemnity continued ... page 2 of 2

5. Consent

5.1 This deed does not give or infer any consent to any Activity.

Executed as a deed in Brisbane

Signed, sealed and delivered this _____ day of _____ 20____

Signed, sealed and delivered as a deed for and on behalf of the State of Queensland (represented by Department of Transport and Main Roads) by its duly authorised officer in the presence of:

Signature of witness

Full name of witness

Date

Signature of officer

Full name of officer

Date

Signed, sealed and delivered as a deed for and on behalf of the

Maranoa Regional Council

by its duly authorised officer in the presence of:

Signature of witness

Insert full name of witness
Full name of witness

Insert full date
Date

Signature of officer

Insert full name of officer
Full name of officer

Instructions

Please print, sign and scan this form. Attach the signed form to the Land Access Notification or Application. A signed Deed of Indemnity is required as a pre-condition of being authorised to undertake public utility works on state-controlled roads.

OFFICER REPORT

Meeting: Ordinary 10 March 2021

Date: 5 March 2021

Item Number: L.3

File Number: D21/18881

SUBJECT HEADING: Request to sponsor the Acquisitive Local Maranoa Artist Prize - 'Sculptures Out Back'

Classification: Open Access

Officer's Title: Specialist - Arts & Culture

Executive Summary:

Council has received a request from Roma on Bungil Gallery 'Sculptures Out Back', for a monetary contribution to sponsor the Acquisitive Local Maranoa Artist Prize of \$5000, which will encourage local residents to be a major part of the event.

'Sculptures Out Back' is gaining great momentum and is shaping up to be a major event in the Regional Calendar.

Officer's Recommendation:

That Council:

1. Approve the request from Roma on Bungil Gallery 'Sculptures Out Back', for a monetary contribution to sponsor the Acquisitive Local Maranoa Artist Prize of \$5000
 2. Allocate the funds of \$5000 from the Arts and Cultural Budget
GL2885.2001.2001
-

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 on Bungil Gallery Committee
Sculptures Out Back Committee

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
ROBG	Roma on Bungil Gallery

Context:

Why is the matter coming before Council?

Council has received a request from Roma on Bungil Gallery 'Sculptures Out Back', for a monetary contribution to sponsor the Acquisitive Local Maranoa Artist Prize of \$5000, which will encourage local residents to be a major part of the event.

'Sculptures Out Back' is gaining great momentum and is shaping up to be a major event in the Regional Calendar.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Resolution No. OM/10.2020/01

Moved Cr O'Neil

Seconded Cr Taylor

That Council:

- 1. Write to Roma on Bungil Committee to provide in principle support for this project and commend the committee on the foresight for such a plan.**
- 2. Approve of access to Lot 210 on WV1624 - R423 - Reserve for Park, to the Roma on Bungil Art Gallery for the purposes of an art exhibition, entitled "Sculptures Out Back" from the months of May through to September 2021 on the following conditions:**
 - a) That all Main Roads approvals are obtained where applicable;**
 - b) 2021 will be a pilot project and any subsequent exhibitions on the site will be subject to Council approval.**
- 3. Provide assistance where appropriate to the organising committee.**

[Wording amended by Cr O'Neil following a request to confirm its in principle support for the project. Cr O'Neil indicated he was happy to accept the amendment (included as point 1), and a further suggestion from the Manager].

CARRIED 9/0

Sculptures Out Back is Outback Queensland's premier outdoor sculpture exhibition launching in Roma in 2021. Initiated by Roma on Bungil Gallery (ROBG), the event promises to be an exciting new tourist attraction that aims to have a legacy of three-dimensional art forms within the Maranoa that will be valued and enjoyed by community members and visitors.

From July through to September, artists will be invited to display their sculptures on the land between The Big Rig Visitor Information Centre & Explorers Inn on the Warrego Highway, Roma. These sculptures will create a striking "welcome" to Roma. Cement plinths of a predetermined size will be available for the artists to secure their artwork & lighting will be supplied to ensure maximum exposure & security. Smaller sculptures will be on display at the Roma Art Gallery Walk of Art.

Sculptures Out Back will compliment and strengthen the existing arts & culture industry by fostering emerging artists and featuring and displaying established artists works in an alternative natural setting. The event will encourage the local community, who may not regularly visit the art galleries, to visit and appreciate the talents of local and visiting artists. It will also give an outlet for artists to display and sell their art. Located adjacent to the Big Rig Visitor Information Centre, Sculptures Out Back will have a captive market, however, as proven by other similar festivals, will attract its own visitation, strengthening and supporting the existing tourism industry and business community.

Management: Sculptures Out Back is managed by a subcommittee of the Roma On Bungil Gallery. The subcommittee members at this stage include Ian Galloway (Vice Chair ROBG), Sandy Macdonald (Committee member ROBG) and Ros Arthur (Friend of the Gallery ROBG). Other expertise will be engaged as specialist skills are identified.

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)

Not applicable

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)

Not applicable

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)

Manager – Economic and Community Development
Specialist – Arts and Culture

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)

Not applicable

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?

Allocate the funds of \$5000 from the Arts and Cultural Budget GL2885.2001.2001

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)

Not applicable

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 on Bungil Gallery Committee
Sculptures Out Back Committee

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
Decline sponsorship	A missed opportunity to highlight Maranoa Regional Council's support of local community groups and arts and culture within the community

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 advice to Council would be to approve the request from Roma on Bungil Gallery 'Sculptures Out Back', for a monetary contribution to sponsor the Acquisitive Local Maranoa Artist Prize of \$5000.

This concept has been successful in several other regions. It will be a striking tourism product that will attract & retain visitors to our region. Artists will be targeted to participate, which will skill our local artists & inspire them with works from afar. It will be unique to our region.

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 from Roma on Bungil Gallery 'Sculptures Out Back', for a monetary contribution to sponsor the Acquisitive Local Maranoa Artist Prize of \$5000
2. Allocate the funds of \$5000 from the Arts and Cultural Budget GL2885.2001.2001

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 10 March 2021

Date: 5 March 2021

Item Number: L.4

File Number: D21/18948

SUBJECT HEADING: Gas for Industrial/Commercial Development Policy

Classification: Open Access

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

Executive Summary:

During the budget deliberations there was a lot of discussion around promoting the use of gas and increasing usage. To this end the tariff for industrial and commercial usage for the top tier was reduced from \$0.035 to \$0.015/MJ.

A policy was also developed to further encourage connection to the network but was never formally adopted. This policy has been reviewed and is now submitted to Council for adoption.

Officer's Recommendation:

That Council adopt the Gas for Industrial/Commercial Development Policy 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).

Customers current and future that may use gas in their industrial or commercial processing.

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?

During the budget deliberations there was a lot of discussion around promoting the use of gas and increasing usage. To this end the tariff for industrial and commercial usage for the top tier was reduced from \$0.035 to \$0.015/MJ.

A policy was also developed to further encourage connection to the network, but was never formally adopted. This policy has been reviewed and is now submitted to Council for adoption.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The Roma gas network is reasonably small, with less than 600 connections. There are therefore little economies of scale to allow the costs to be shared over a large customer base.

The largest users are industrial and commercial (excluding Council) and therefore new industrial and commercial customers are to be encouraged to increase the gas consumption.

Reducing the tariff for industrial and commercial usage over 5000 MJ to \$0.015, may go some way to encourage new customers to this network. However as the network extent is very limited, there could be costs involved to extend the network to the consumer's site. This policy addresses this issue, making this a Council cost in some instances, or Council will contribute to these costs.

If this policy is approved, local business will be targeted with marketing to promote connecting to the gas network. Other means of marketing Roma for development will be investigated.

The easiest area to target is around the network in Raglan Street. The industrial area between the Bungil Creek and the Sale Yards will also be promoted as a growth zone, with the gas network extended at no cost for users.

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)

This will be a new policy: Gas Industrial/Commercial Development Policy

Input into the Report & Recommendation:

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

- Director – Corporate and Community Services

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?

This is dependent on the uptake of new customers of this policy. There could be some extensions to the network required. These costs will be recovered through revenue from these customers in the future.

Any requests for a gas main extension in 2020/21 will be brought to a Council meeting for consideration, with funding sourced from current Gas Reserves.

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)

In the past an amount of \$100,000 was included in the budget to allow for any requests for network extensions. This practice will continue to allow a buffer in the event that an extension is required. The cost of most individual extensions should be well within this budget.

A future budget allowance for gas main extensions will be considered during the budget deliberations for 2021/22.

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
Large uptake of policy could require costly extensions	The likelihood of this is low and the costs would be recovered through future revenue from gas usage. In the long term this will be of great benefit to Council

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 important to encourage new industrial and commercial consumers to the gas network. This policy will make it more attractive to connect and use gas rather than other forms of energy. It is recommended that it be put in place and be promoted.

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 adopt the Gas for Industrial/Commercial Development Policy as presented

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.7 Gas

Supporting Documentation:

- | | | |
|---|---|-----------|
| 1 | Gas Industrial/Commercial Development Policy | D20/67712 |
| 2 | MRC Planning Scheme Map 2.2.1 Roma Strategic Plan Framework Map | D19/9075 |

Report authorised by:

Deputy Chief Executive Officer/Acting Director Infrastructure Services

1. Policy Purpose

To provide incentive for industrial and commercial development, making use of the gas network.

This policy defines the incentives offered and the criteria required.

The objective of this policy is to ensure:

- Industrial developments are promoted, particularly between the Bungil Creek and the Sale Yards;
- New industrial and commercial customers are encouraged to establish in Roma;
- Existing customers are encouraged to use gas within their processing;
- That the gas network is utilised whenever possible to increase gas usage;
- Gas usage is increased to develop economies of scale for all consumers benefit.

2. Policy Scope

This policy applies to all new industrial and commercial customers and industrial developments in Roma that connect to the gas network. It also applies to existing industrial and commercial customers that want to connect to the gas network.

3. Definitions

Term	Definition
New Industrial Customer	A person or party establishing a new industry in Roma
New Commercial Customer	A person or party establishing a new commercial business in Roma
Industrial Development	Creation of new industrial lots for future use
Existing Industrial & Commercial Customer	An industrial or commercial customer with an established business that is not currently connected to the gas network

4. Policy Details

4.1. Introduction

- 4.1.1.** The gas network is only located in Roma and is not very extensive.
- 4.1.2.** Most extensions to the network are constructed on request.
- 4.1.3.** Prior to this policy all these extensions were paid for by the applicant.

4.2. Gas to the Industrial Areas

- 4.2.1.** There are 4 industrial areas in Roma. These are along Raglan Street and the adjacent area, East of Bungil Creek, at the Roma Airport and a block along Tiffin Street. (See the Planning Scheme Map 2.2.1)
- 4.2.2.** There is gas reticulation along Raglan Street up to Currey Street, as well as a short distance along Spencer Street, to the south. The gas reticulation along the Warrego Highway to the east of Bungil Creek is to approximately the centre of the Sale Yards. There is no gas to the Roma Airport, the closest reticulation being at Alexander Avenue. There is gas along Tiffin Street from the Warrego Highway to the railway line.
- 4.2.3.** A request for a gas supply in the Raglan Street zone could be reasonably easily accommodated by extending the existing network. The area between the Bungil Creek and the Sale Yards can be similarly accommodated. The remaining areas requires extensive main extension and or requires crossing of a highway and/or railway line.

4.3. Charges for extensions to the network

- 4.3.1** For any new industrial customer or existing industrial business within the Raglan Street Industrial area, or the area between the Bungil Creek and the Sale Yards, Council will extend the gas network to the property, if required, at Council's expense.
- 4.3.2** For a new industrial customer or existing business in any of the other Industrial areas, Council will extend the gas network to the property, at the customer's expense. For a large potential gas user, Council may negotiate a part payment of this expense, dependent on the volume of gas to be consumed.
- 4.3.3** For a new industrial development, the developer shall provide the internal gas network and Council will extend the gas reticulation, if required, to connect the development to the Council network, at Council's expense.
- 4.3.4** For a new or existing commercial customer this will be assessed on a case by case basis and will be dependent on their locality relative to the existing network as well as the potential volume of gas to be consumed.

4.4. Criteria

The following criteria applies:

- a. The new industry must be located within the industrial areas defined in the Planning Scheme
- b. This is subject to the customer utilising the gas within their industrial processing.
- c. There would be a minimum lead time of 6 months for Council to install the gas main to the property or development, from the time of the request.
- d. Council will not action the construction of the gas main extension until construction has commenced on the building. This does not apply to existing businesses or Industrial Developments.

4.5. Application for gas network extension

- 4.5.1** For a new development this will be through the development application process. Council's contribution will be included in the conditions for the development.
- 4.5.2** For an existing business or a new industrial/commercial customer this shall be in writing to Council.

5. Special Provisions

Nil

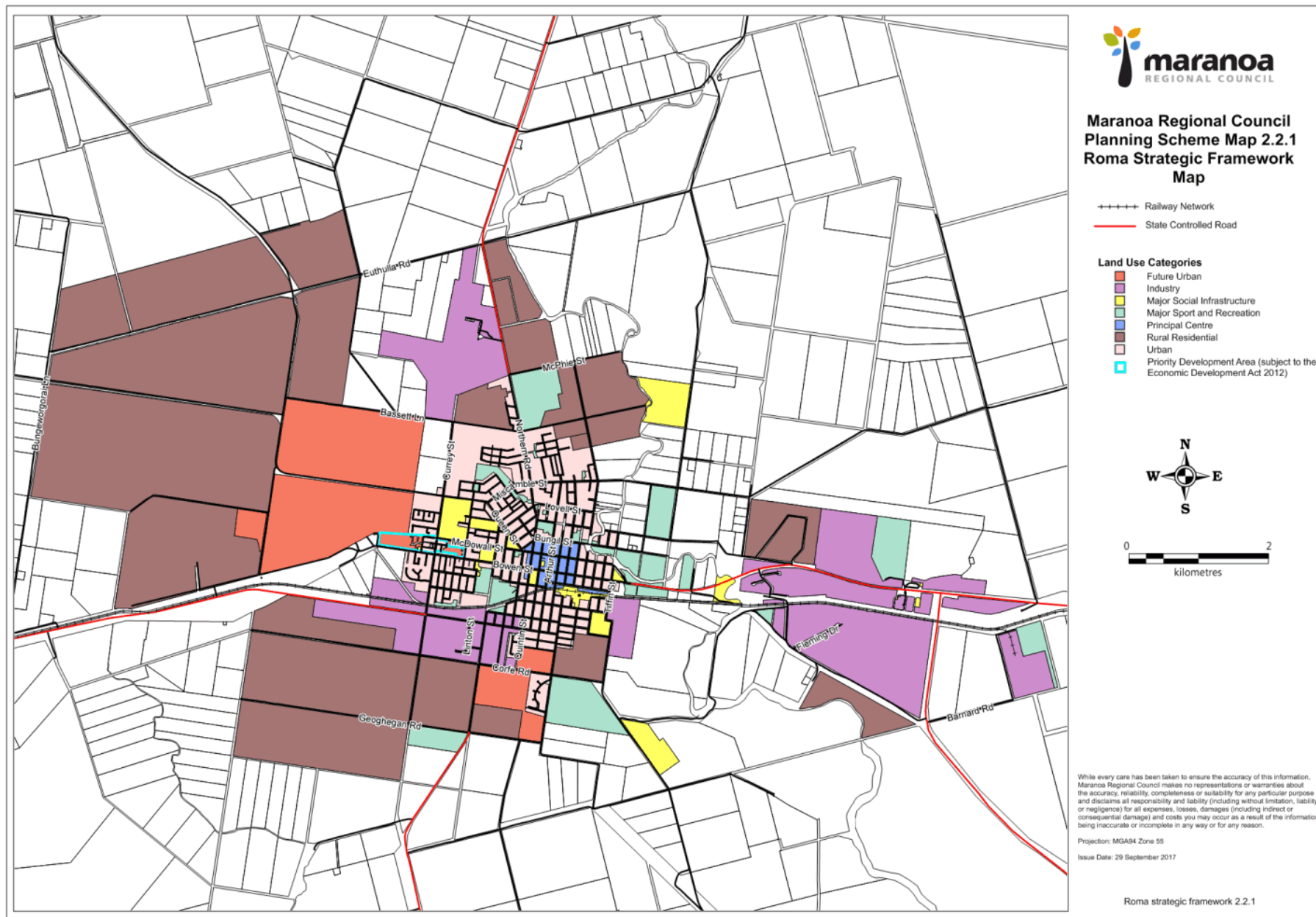
6. Related Policies and Legislation

Local Government Act 2009

Local Government Regulation 2012

7. Associated Documents

MRC Planning Scheme Map 2.2.1 Roma Strategic Framework Map (D19/9075)



COUNCILLOR REQUEST FOR AN AGENDA REPORT

Meeting: Ordinary 10 March 2021

Date: 5 March 2021

Item Number: L.5

File Number: D21/19271

SUBJECT HEADING: Queensland Rail Crossing Agreements

Classification: Open Access

Councillor's Title: Cr Tyson Golder

Executive Summary:

Mayor Golder has received enquiries in relation to Queensland Rail's private crossing agreement with residents. Council has investigated and the crossing is not on the road reserve or stock route deeming this not Councils jurisdiction. Mayor Golder has requested a report be tabled for advocating for these residents.

Councillor's Recommendation:

That a report be prepared for an upcoming Council meeting.

Details of Requested Agenda Report:

Mayor Golder has received enquiries in relation to Queensland Rail's private crossing agreement with residents. Council has investigated and the crossing is not on the road reserve or stock route deeming this not Councils jurisdiction. Mayor Golder has requested a report be tabled for advocating for these residents.

Supporting Documentation:

Nil

OFFICER REPORT

Meeting: Ordinary 10 March 2021

Date: 5 March 2021

Item Number: L.6

File Number: D21/18949

SUBJECT HEADING: Felton Industries Voucher

Classification: Open Access

Officer's Title: Support Officer - Economic & Community Development

Executive Summary:

In late 2020, Council staff entered a Felton Industries Photo Competition to win one of three gift vouchers valued at \$3000 each.

The competition involved providing a photo of Felton products being used in the community. The project team that delivered the Roma Netball Courts submitted a photo of the Felton Grandstands that were purchased as part of the project.

In early November, Council received confirmation that it had been successful in its submission and had won one of the \$3000 vouchers under the Felton Industries Photo Competition.

This report seeks Councils consideration to receive the funds and disseminate to the community via a "one-off" special category under the current round of the *Community Grants & Non-Financial Assistance Program*.

Officer's Recommendation:

That Council:

1. receive and note that it was successful in winning a \$3000 gift voucher as part of the 2020 Felton Industries Photo Competition.
2. approve the addition of a "one-off" special grant category, under the current round of the *Community Grants & Non-Financial Assistance Program*, with the grant to provide community groups with the opportunity to secure one of two Felton Industries gift vouchers valued at \$1500 each.

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 community groups

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
EOIs	Expressions of interest

Context:

Why is the matter coming before Council?

This report seeks Council's consideration to receive the funds received by winning the 2020 Felton Industries Photo Competition and, in lieu of using for our own purposes, disseminate to the community via a "one-off" special category under the current round of the Community Grants Program.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

In late 2020, Council staff entered a Felton Industries Photo Competition to win one of three gift vouchers valued at \$3000 each.

Felton Industries is an Australian-owned family business that design, manufactures and supplies quality Australian made outdoor furniture for educational, community, sporting, and commercial purposes.

The competition involved providing a photo of Felton products being used in the community. The project team that delivered the Roma Netball Courts submitted a photo of the Felton Grandstands that were purchased as part of the project.

In early November, Council received confirmation that it had been successful in its submission and had won one of the \$3000 vouchers under the Felton Industries Photo Competition.

After the announcement Council staff discussed the option of, in lieu of using for our own purposes, potentially using the voucher to help community groups to purchase items from Felton Industries that would benefit not only the group but the broader community as well.

Council's *Gift and Benefits Policy* states that 'a gift that is retained by Council must be used for public benefit and in an appropriate manner.' By calling for EOIs from community groups who might benefit from this voucher, Council would be meeting the Policy's statement whilst disseminating funds in a fair manner.

The program of seeking EOIs would be open to community groups for the entire month of March and would be assessed by the panel who also assesses Council's Community Grant applications. Council's Community Grants program closes on the 26th of March 2021 making it a good fit for the EOI process.

EOIs will ask community groups to outline, should they be successful, what they would use the voucher for, and how it would benefit the group and the community.

The assessment panel will assess the expression of interest and make a formative decision and present their recommendations to Council as part of the *Community Grants & Non-Financial Assistance Program* report.

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)

Withing the Gift and Benefits Policy it is stated that a benefit must be used for public benefit:

Gift or Benefit Retained by Council

If a gift or benefit is retained by Council, it must be used for public benefit and in an appropriate manner. If Council does not have an appropriate use for the gift or benefit, it may be disposed of in accordance with Council's policies.

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)

Cameron Hoffmann - Deputy Director / Strategic Road Management

Ed Sims – Manager Economic and Community Development

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)

Felton Industries. The notion of the proposal outlined in the recommendation has been discussed with Felton Industries. It has been confirmed that they would be supportive of this approach for acquitting the \$3000 voucher won by Council.

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)

Community Groups who show an interest in this offer

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
Missed opportunity to assist community groups in purchasing equipment that otherwise might not have been possible.	Whilst Council could acquit the voucher on a current project approved for delivery in 2021/22, not supporting the recommendation may present a missed opportunity to assist community groups in purchasing equipment that otherwise might not have been possible.

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 recommendation as presented to provide community groups an opportunity to access some much-needed funds to purchase items that would assist in the operation of their group & presentation of community events, whilst providing a clear community benefit.

An example of how this may benefit a community group could be the purchase of outdoor picnic benches that could be used for events (including fund-raisers) run by the group.

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 that it was successful in winning a \$3000 gift voucher as part of the 2020 Felton Industries Photo Competition.

2. approve the addition of a “one-off” special grant category, under the current round of the *Community Grants & Non-Financial Assistance Program*, with the grant to provide community groups with the opportunity to secure one of two Felton Industries gift vouchers valued at \$1500 each.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.13 Sport, recreation and community wellbeing

Supporting Documentation:

[1](#) Expression of Interest - Felton Industries Voucher D21/9647

Report authorised by:

Deputy Director / Strategic Road Management

Deputy Chief Executive Officer/Acting Director Infrastructure Services

Expression of Interest

Felton Industries Gift Voucher

Date: 1 March 2021 to 26 March 2021

Felton Industries is Australia's leading designer, manufacturer and supplier of quality outdoor furniture and have been supplying premium seating solutions for all educational, community, sporting and commercial environments across Australia for more than 20 years. They have the experience and commitment required to create products that deliver comfort and versatility while being able to withstand the harshest extremes of our climate.

Felton Industries has grown to become the leading provider of premium outdoor furniture in Australia. Using only premium Australian aluminium, they design and manufacture innovative, outdoor furniture that perfectly blends function with style.

As an Australian-owned family business, they are committed to delivering the highest standards of customer service and quality workmanship.

In 2020 Felton Industries held a nationwide photo competition in which Maranoa Regional Council submitted an entry. The competition called for entrants to submit a photo of Felton Industries products being used within their community. Maranoa Regional Council submitted a photo of the newly purchased grandstands that are located at the Bassett Park netball courts. Three winners were chosen, one of which was Maranoa Regional Council, who subsequently received a \$3000.00 voucher to be used on products produced by Felton Industries.

For more information on what Felton Industries has to offer visit [Australia's leading Aluminium Outdoor Furniture Specialists | Felton](#)

Expression of Interest:

Maranoa Regional Council is seeking expressions of interest from local community groups who would benefit from the purchase of Felton Industries products. Three groups will be selected to receive \$1000.00 each for the purchase of products from the Felton Industries range.

What's Required?

Community groups are required to complete this expression of interest form, outlining what products would be purchased from Felton Industries and how the purchase would benefit the group & the community.

If you are a community group who is interested in purchasing \$1000.00 worth of Felton Industries products, please complete the below selection criteria and forward to grants@maranoa.qld.gov.au by COB Friday, 26 March 2021.

Community Group Name	
Contact person and position within the Group	
Contact number	
Postal Address	
Email Address	
What would your group spend \$1000.00 on at Felton Industries	

How will the purchase benefit your group and the community?	

OFFICER REPORT

Meeting: Ordinary 10 March 2021

Date: 2 March 2021

Item Number: L.7

File Number: D21/17143

SUBJECT HEADING: Maranoa Arts Gateway

Classification: Open Access

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

Executive Summary:

Maranoa Arts Gateway Inc. currently operate from 60 Cambridge Street Mitchell in a share arrangement with RESQ+. RESQ+ have issued the community organisation with a notice to vacate the premises.

Officer's Recommendation:

That Council:-

1. Write to RAPAD Employment Services Queensland (RESQ+) and the Central Western Queensland Remote Area Planning and Development Board (RAPAD) and formally request a review of the decision to issue Maranoa Arts Gateway Inc. with a notice to vacate 60 Cambridge Street Mitchell.
2. Consider at a future Council meeting a further report on this matter.

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 Arts Gateway
RESQ+

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
RESQ+	RAPAD Employment Services Queensland (RESQ)
RAPAD	Central Western Queensland Remote Area Planning and Development Board

Context:

Why is the matter coming before Council?

Council received a request from a representative of the owners of 62 Cambridge Street Mitchell (known locally as the old Hunters Store) for the purpose of providing a commercial space for Maranoa Arts Gateway Inc.

This contact prompted Council staff to touch base with Maranoa Arts Gateway Inc to find out background on the matter and Manager Facilities (Land, Buildings and Structures) met with group representatives Brian and Ruby Waldron and Myrtil (Tilly) Butler-Woodall on 23 February 2021.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

At the meeting on 23 February 2021, representatives of Maranoa Arts Gateway Inc advised that:-

1. Maranoa Arts Gateway Inc. received correspondence from RESQ+ on 18 February 2021 giving notice that they were being required to vacate the premises within 28 days (by 18 March 2021).
2. In 2017, Maranoa Arts Gateway were invited by Skill Centred (a subcontracted business to Max Employment) to move from their shared location where Maranoa Arts Gateway were the original tenant, to a new shared premises across the road. The arrangement was that Skills Centred would pay the rent on the building and Maranoa Arts Gateway Inc. would contribute towards the cost of electricity.
3. RESQ+ then became the contracted provider for the Community Development Program (CDP) in Mitchell. RESQ+ is a national provider of employment and training services to communities in regional and remote areas of Australia.
4. Maranoa Arts Gateway Inc. have verbally confirmed that they did pay a portion of the electricity in the arrangement with Skill Centred and have continued to do so with the arrangement with RESQ+.
5. The relationship between Maranoa Arts Gateway Inc and RESQ had been strained in recent months since RESQ refused Maranoa Arts Gateway members access to the toilets inside the building.
6. Maranoa Arts Gateway Inc. have written to RESQ and advised that they will not move from the premises until such time that a suitable alternative building is available and that RESQ agrees to assist Maranoa Arts Gateway Inc. with the move (including labour and any necessary alterations). At the time of preparing this report, no response has been received to this correspondence.
7. Members feel that the 28 days notice given by RESQ+ was insufficient considering the length of time that Maranoa Arts Gateway Inc. have tenanted the building, the age of the group's volunteers and the amount of stock that they have on hand and stored in the building.
8. Members of Maranoa Arts Gateway Inc. are genuinely distraught at the situation.
9. The Maranoa Arts Gateway acted as an outlet for local arts and crafts, but also as a social gathering space for many older members of the community. Members advised that volunteering provided a purpose for many to leave the house each day.

10. In the meeting Manager - Facilities (Land, Buildings and Structures) asked the representatives of Maranoa Arts Gateway Inc. what their organisation's priority goal was and what support they were seeking from Council.

Representatives present indicated that it is their preference to remain operating from their current location. At this time Maranoa Arts Gateway Inc. have not requested any specific support from Council, but if the tenancy issue isn't satisfactorily resolved they may require support in the form of Council providing them with a community grant to fund a suitable storage facility or alternative outlet.

Post the meeting, Council's Manager Facilities (Land, Buildings and Structures) has written to RESQ+ Corporate Services Manager. As a result of this email, RESQ+ granted Maranoa Arts Gateway Inc. an additional two weeks to vacate (until 1 April 2021). Maranoa Arts Gateway Inc. have however advised that this extension of time is not sufficient.

Relationship between RAPAD and RESQ+

The Central Western Queensland Remote Area Planning and Development Board (RAPAD) is a regional development organisation and regional organisation of Councils representing the seven local governments of Central Western Queensland being Barcaldine Regional Council, Barcoo Shire Council, Blackall-Tambo Regional Council, Boulia Shire Council, Diamantina Shire Council, Longreach Regional Council and Winton Shire Council.

Sitting under the company structure of RAPAD are the businesses RAPAD Skilling and Rural Financial Counselling Service North Queensland. The RAPAD website lists that RAPAD is a partner in RAPAD Employment Services Queensland [RESQ] delivering the Australian Government's Community Development Program. As a fellow Local Government, it may be appropriate for Council to directly engage with the RAPAD board in regard to the matter.

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)

Lobbying on behalf of the community is a key responsibility of local government.

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)

Deelea (Dee) Sullivan, Operations Manager, Finance

It is strongly recommended, from both a financial risk management and financial reporting perspective, that Council **DOES NOT** enter into any lease arrangements where Council is the lessee.

AASB 16 requires the recognition of leases on the Statement of Financial Position. The Statement of Comprehensive Income would also be impacted, as expenses, interest charges and depreciation, are also required to be recognised.

The accounting standard AASB 16 *Leases* (AASB 16) is effective for Maranoa Regional Council from financial year 2019/20, and replaced standard AASB 117 *Leases*.

The objective of AASB 16 is to improve transparency on financial leverage and capital employed by bringing all lease assets and liabilities onto the balance sheet.

AASB 16 effectively requires recognition of all leases on the balance sheet, with some exceptions. This will be a significant change for entities with operating leases. Lessees will recognise a right-of-use asset as well as a lease liability. Measurement of the lease liability under the new standard largely corresponds to the measurement of a finance lease liability under AASB 117.

The income statement will also be impacted as there will be an interest charge on the lease liability. This will increase the expenses recognised in the earlier years of the lease term when depreciation and interest charges on the right-of-use asset are higher.

The accounting by lessors under AASB 16 is substantially unchanged and lessors will continue to classify all leases using existing principles in distinguishing between operating and finance leases.

AASB 16 provides optional relief in the following circumstances:

- leases of 12 months or less
- leases of low-value assets (such as personal computers, telephones, office furniture etc.)

Lease is defined as a contract, or part of a contract, that conveys the right to use an asset (the underlying asset) for a period of time in exchange for consideration. (AASB 16 Appendix A). AASB 16 focuses on whether there is the right to control the use of an identifiable asset, which is important in determining whether an arrangement contains a lease or is a contract for service, or both.

The determination of whether a contract is a lease or contains a lease happens at inception (para 9). Each lease component within a contract shall be accounted for as a lease separately from non-lease components (para 12). This is only reassessed if the contract terms and conditions change (para 11). There is a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

To assess whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether the customer has both (para B9):

- the right to obtain substantially all of the economic benefits from use of the identified asset; and
- the right to direct the use of the identified asset.

The main changes introduced by AASB 16 relate to accounting by lessees. Lessor accounting continues to be similar to AASB 117.

Funding Bodies:

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

Nil

This Financial Year's Budget:

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

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

Nil. If a request for specific assistance is received by Council, a further report will be prepared and provided to Council Meeting.

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 at this time.

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)

RESQ +
Maranoa Arts Gateway Inc. members.
RAPAD

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 public criticism.	Council may be subject to public criticism as a result of its action/or inaction on this matter.

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 members of Maranoa Arts Gateway Inc. are seeking Council's intervention and support in this matter. The membership of Maranoa Arts Gateway Inc. are largely older people who are distraught at receiving the notice to leave their current premises.

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. Write to RAPAD Employment Services Queensland (RESQ+) and the Central Western Queensland Remote Area Planning and Development Board (RAPAD) and formally request a review of the decision to evict Maranoa Arts Gateway Inc. from 60 Cambridge Street Mitchell.
2. Consider at a future Council meeting a further report on this matter.

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:

Deputy Chief Executive Officer/Acting Director Infrastructure Services

OFFICER REPORT

Meeting: Ordinary 10 March 2021

Date: 26 February 2021

Item Number: L.8

File Number: D21/16088

SUBJECT HEADING: Request for in kind assistance - South West Drag Racing Association Roma

Classification: Open Access

Officer's Title: Regional Sport & Recreation Development Coordinator

Executive Summary:

Council has received a request from South West Drag Racing Association requesting urgent in-kind assistance for upgrades to the return road at their Kimbler Road site.

The South West Drag Racing Association have recently completed works to have the track upgraded. The heavy machinery used to carry out these works damaged the return lane, which has initiated a financial burden on the club due to the refunding of nominations fees to participants whose vehicles cannot use the return lane and an urgency to have the return road fixed. Drag racing vehicles are typically very low to the ground so the surface must be extremely level.

The South West Drag Racing Association have three major events coming up in the next two months including a two-day program for Easter in the Country. The next event is to take place on the 13 March 2021. The Club is seeking support from Council to ensure maximum nominations for all three events.

Officer's Recommendation:

That Council:

1. Reallocate the \$50,000 from 2020-21 budget South West Drag Association contribution towards group seeking funding for upgrades (WO22377) and \$20,000 from the annual dust seal budget (WO22382) to undertake stabilisation and sealing of the return strip at the Roma Drag Club.
2. Undertake works prior to the 2021 Easter in the Country 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 Councilors 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).

South West Drag Racing 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
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Context:

Why is the matter coming before Council?

Council has received a request from South West Drag Racing Association requesting urgent in-kind assistance for upgrades to the return road at the Kimbler Road site.

The South West Drag Racing Association have recently completed works to have the track upgraded. The heavy machinery used to carry out these works damaged the return lane which in return is causing a financial burden on the club through having to refund nomination fees to participants whose vehicles cannot use the return lane due to lowness of the vehicle type.

The South West Drag Racing Association have three major events coming up in the next two months including a two-day program for Easter in the Country. The next event is to take place on the 10 March 2021.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council is the owner of the land Lot 5SP230317 – Freehold Land that the Association operates on in Kimbler Road. South West Drag Association are in the process of entering in to a lease with Council over part of this area.

Council work schedules will need adjustment immediately to meet the time frame of completing the request. One of the events is planned for the date of the Council Meeting to discuss the request, resulting in another two events that will occur up until and including Easter 2021.

Site Inspection

An inspection of the return strip was undertaken by Deputy Director – Strategic Road Management on Thursday 25 February. The condition was noted as poor to very poor, and likely due to the fact that the area wasn't resealed when deterioration of the bitumen surface began to show.

It is of the belief that a considerable amount of money could be spent there on "band-aid" / maintenance treatments that are likely to only unravel in the short term. This is mainly due to the condition on the current bitumen surfacing. A maintenance treatment would cost in the order of \$15,000 - \$20,000 with a reasonably low chance of success. These treatments - which will be very much superficial - are also not likely to address the issues associated with cars "bottoming-out".

The appropriate and more suitable treatment for the return strip - given its current condition – would be stabilisation of the section in question. This involves mixing the bitumen and pavement together and relaying it shape. Once compacted, a new coat of bitumen would be applied.

This is a treatment that Council are familiar with, and one that is completed once our sealed roads have reached close to the end of their life when a reseal is no longer suitable. Based on previous stabilisation program, the works on the 520m section of the return strip are likely to cost in the order of \$60,000 - \$70,000.

There is currently \$50,000 in the 20/21 budget to help support the South West Drag Club with a funding application. To date, there has been no expenditure assigned to this allocation.

Extract of Ownership Details:

Search Parcel Number, Lot on PLAN or Address


Ion: 148.860473 lat: -26.581774

Search nearby

▼ Cadastre Parcel Boundaries (DCDB) 1

See on map

Lot Plan :	5SP230317
Tenure :	Freehold
Building Name :	
Address :	Kimber Road
Locality :	ROMA
Ratepayer Name :	Maranoa Regional Council
Owner Postal Address :	PO Box 620 ROMA QLD 4455
Area Ha :	18.3343
Authority Parcel :	16671
Assessment Number :	14033641
Accuracy Code (± m) :	STANDARD 1:100000 CADASTRAL MAP - 56M
Updated :	February 2021



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)

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	• arts and cultural groups,
• social clubs	• Church committees
• school P&C's /	• service organisations etc.

Council Community Grants would not seem an option for the Association as there is a requirement to provide 50% contribution for a Minor Grant and 75% contribution for a Major Grant.

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

Cameron Hoffmann - Deputy Director / Strategic Road Management, Infrastructure Services

Dennis Hurle - President South West Drag Racing Association

Tanya Mansfield - Facilities (Land, Buildings & Structures).

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?

There was an original budget of \$35,000 for in kind and fee waivers for the 2020/2021 financial year (\$30,000 In Kind Major 2887.2248.2001 and \$5,000 In Kind Minor 2887.2246.2001) however this budget has now been expended.

There is currently \$50,000 in the 20/21 budget to help support the South West Drag Club with a funding application. To date, there has been no expenditure assigned to this allocation. An additional \$20,000 would be required to complete the works.

The recommendation as drafted presents Council with a funding arrangement for consideration – including the reallocation of the \$50,000 currently assigned to the club (WO22377) and the remaining \$20,000 is recommended to be reallocated from the annual dust seal budget (WO22382).

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)

South West Drag Racing Association
Users of the Facility – particularly car owners.

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
Not approve request	South West Drag Racing Association may be forced to cancel events which will impact the Association financially and result in reduced activities for Easter in the Country crowds.

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)

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. Reallocate the \$50,000 from 2020-21 budget South West Drag Association contribution towards group seeking funding for upgrades (WO22377) and \$20,000 from annual dust seal budget (WO22382) to undertake stabilisation and sealing of the return strip at the Roma Drag Club.
2. Undertake works prior to the 2021 Easter in the Country event.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.12 Local development and events

4.10.3 Provide opportunities for community groups to apply for financial and in-kind assistance from Council for arts and cultural initiatives.

Supporting Documentation:

[1](#) Letter Requesting Urgent Assistance from S.W.D.R.A D21/16033

Report authorised by:

Program Funding & Budget Coordinator

Deputy Director / Strategic Road Management

Deputy Chief Executive Officer/Acting Director Infrastructure Services



22nd February 2021

Mayor Tyson Golder and Councilor George Ladbrook,

As per our previous discussion our club is writing to the Maranoa Region Council to ask for urgent assistance with an upgrade for our return lane at Ironbark Raceway.

The reason that our club sees this as an urgent matter is because we have three major events coming up in the next 2 months with 300 nominations expected at one of them. We have also committed to running a 2day program for Easter in the Country. If we are unable to complete the upgrade, we face the possibility of nominations being reduced dramatically as some cars are too low to drive on the lane as it is now. This was certainly the case at our February meeting, which caused our club more financial burden by refunding nomination fees.

We look forward to a favorable decision from council in helping our club out with the much-needed repairs to our return lane.

Yours faithfully,

Dennis Hurle
0447526500
President
Ironbark Raceway

President: Dennis Hurle Treasurer: Tanya Winkel Secretary: Heather McHugh

"Promoting Legal and Safe Drag Racing"

OFFICER REPORT

Meeting: Ordinary 10 March 2021

Date: 3 March 2021

Item Number: L.9

File Number: D21/17984

SUBJECT HEADING: Request for reduced trading terms.

Classification: Open Access

Officer's Title: Manager - Procurement & Plant

Executive Summary:

Council has received correspondence from a supplier requesting a reduction in trading terms from twenty-eight (28) days to fourteen (14) days.

Officer's Recommendation:

That Council approve the request for a reduction in trading terms from twenty-eight (28) days to fourteen (14) days for any invoices submitted by creditor 15617.

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).

The request for reduced trading terms was received by Blinco Yard Services, a local supplier to 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
N/A	N/A

Context:

Why is the matter coming before Council?

Council has received a request from Blinco Yard Services for a reduction in trading terms. Reductions in trading terms must be approved by Council.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Blinco Yard Services is a local small business, providing vegetation management services to Council, whose primary costs are materials and labour. As such, the payments received from Council are akin to wages, approving Blinco Yard Services

request to be paid every fourteen days will allow them to manage their cash flow and pay themselves and staff in a more timely manner.

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)

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?

Council may wish to consider the impacts of the reduction in payment terms more broadly, and what its position may be if further requests are received from other businesses. Although the interest income over the two-week period will be foregone, in the current low interest environment the change to fourteen (14) day payment will have little effect on council's interest income or budget.

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)

As above.

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)

The majority of Council's creditors are operating on standard twenty-eight (28) day trading terms, with payment effected twenty-eight (28) days from the date of the invoice or date of receipt (whichever is the later). Approving this request may lead to other businesses applying for reduced payment terms.

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
Precedent	As the number of approved exceptions to the standard payment terms increase, it may be incumbent on Council to approve all similar requests that it receives.
Processing Time	Considering the volume of invoices that Council receives on a weekly basis, the 28-day payment terms provides sufficient time for payment claims to be entered into the finance system and for creditors/procurement staff to secure approval (goods receipting) from the requesting officers. Halving the payment terms (to 14 days) may result in an increase in overdue invoices.

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 approve the request for reduced trading term. This recommendation has been formed on the basis that the business is small business whose primary input costs are labour and materials.

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 approve a reduction in trading terms from twenty-eight (28) days to fourteen (14) days for any invoices submitted by creditor 15617.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 2: Delivering strong financial management

2.4 Procurement and controlling our costs

Supporting Documentation:

1 [Blinco Yard Services - Request for Reduced Trading Terms](#)

D21/18003

Report authorised by:

Director - Corporate & Community Services

D 211 13925

Michael Worthington

From: toni smith <blincoyardservices2@outlook.com>
Sent: Wednesday, 17 February 2021 3:54 PM
To: Dale Waldron
Cc: Jason Blinco
Subject: payment frequency change request

Hello Dale

Recently we spoke to Pamela in regards to changing our payment frequency back to fortnightly, as was our previous arrangement .

Pamela suggested you would be able to point us in the right direction.

As you can appreciate we are a small business and rely on regular cash flow to keep our business running .

Please let us know at your nearest convenience if you can assist us

Your help is greatly appreciated

Kind Regards
Toni Smith
Administration Assistant
Blinco Yard Services
0488 994 681

Sent from my Galaxy

OFFICER REPORT

Meeting: Ordinary 10 March 2021

Date: 8 March 2021

Item Number: L.10

File Number: D21/19768

SUBJECT HEADING: Permit for use of Council owned land for
Community Markets

Classification: Open Access

Officer's Title: Environment, Health Administration & Inspections
Officer

Executive Summary:

Council has received application from the RSL Mitchell Subbranch requesting use of the Memorial Park, Cambridge Street Mitchell on Sunday 14th March 2021 for community markets.

Officer's Recommendation:

That Council approve use of the Memorial Park Mitchell for community markets to be held on Sunday 14th March 2021 on the following conditions:

1. The group hold Public Liability Insurance to the value of \$20,000,000 for the term of the permit and a copy of the Certificate of Currency be provided to Council.
2. The group implement a COVID Safe Event Check list.

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).

RSL Mitchell Subbranch

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 gain approval for the use of Council land for a community event such as a market.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council has received an application for permit for use of road or footpath from the RSL Mitchell Subbranch requesting use of the Memorial Park, Cambridge Street Mitchell on Sunday 14th March 2021 for community markets.

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)

Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011

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)

Kay Crosby – Manager Environment, Health, Waste & Rural Land Services

Gavin Pallisier – Maintenance Officer/Team Coordinator

Tanya Mansfield – Manager Facilities (Land, Buildings & Structures)

Funding Bodies:

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

NIL

This Financial Year's Budget:

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

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

NIL

Future Years' Budgets:

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

NIL

Impact on Other Individuals or Interested Parties:

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

(Interested Parties Analysis - IS9001:2015)

NIL

Risks:

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

Risk	Description of likelihood & consequences
Community dissatisfaction	There is potential risk for the community group to be disappointed if Council decline this application for a permit.

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 use of the Memorial Park Mitchell for community markets on the following conditions:

1. The group hold Public Liability Insurance to the value of \$20,000,000 for the term of the permit and a copy of the Certificate of Currency be provided to Council.
2. The group implement a COVID Safe Event Check list

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 Officer recommendation to approve the use of Council's land for community use.

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

COUNCILLOR REQUEST FOR AN AGENDA REPORT

Meeting: Ordinary 10 March 2021

Date: 9 March 2021

Item Number: L.11

File Number: D21/20324

SUBJECT HEADING: Training Space
Classification: Open Access
Councillor's Title: Cr Tyson Golder

Executive Summary:

That Council make space available at Bassett Park on a trial basis for training of youth for boxing and exercise and an area to serve food for the youth.

Councillor's Recommendation:

That Council approve space available on a trial basis.

Details of Requested Agenda Report:

Urgent need is required for support for using Council facility at Bassett Park to provide much needed services.

Supporting Documentation:

Nil