NOTICE OF THE
SPECIAL COUNCIL MEETING

Meeting #: 269
Date: 25 March, 2020
Time: 10:00 am
Location: Council Chambers
Level 3, Logan City Council Administration Centre
150 Wembley Road, Logan Central

Purpose of Meeting:
To consider the following:-
1. To implement an economic stimulus and support package for the Logan community;
2. To consider the location of the upcoming local government meetings; and
3. Any other urgent matters for Logan City Council to remain responsive to the COVID-19.
1. Acknowledgement of Country
2. Logan Economic Response Package - For Business and Residents COVID-19
3. Community Relief Package - COVID-19
4. Rating changes as a result of COVID-19
5. Location of Local Government Meetings
Logan City Council
Committee Business Papers -
Use of Information by Councillors

Please retain the attached Business Paper as it will be considered in conjunction with the recommendations of the relevant Committee meeting by Council.

Councillors are reminded that if a person is convicted of an offence against the following section 171 of the Local Government Act 2009 (Use of information by councillors), that penalties apply.

171 Use of information by councillors

(1) A person who is, or has been, a councillor must not use information that was acquired as a councillor to—

(a) gain, directly or indirectly, a financial advantage for the person or someone else;

(b) cause detriment to the local government.

Maximum penalty—100 penalty units or 2 years imprisonment.

(2) Subsection (1) does not apply to information that is lawfully available to the public.

(3) A councillor must not release information that the councillor knows, or should reasonably know, is information that is confidential to the local government.

Note—

A contravention of subsection (3) is misconduct that is dealt with by the tribunal.
LOGAN ECONOMIC RESPONSE PACKAGE: FOR BUSINESS AND RESIDENTS COVID-19

REPORT OF: Economic Development & Strategy Manager

REPORT OVERVIEW

EXECUTIVE SUMMARY

The COVID-19 pandemic will have a significant impact on the world economy, stifling businesses ability to operate as well as threatening supply chains and dampening consumer spending.

For the City of Logan, there is immediate concern for the viability of Small to Medium size Enterprises (SME) and job losses in the industries of retail, tourism and hospitality. These businesses make up a significant part of the City of Logan’s economy and employ many people.

In addition to the stimulus packages announced by the Federal and State Governments, the Economic Development and Strategy Branch (EDS) have proposed a Logan Economic Response Package that can be implemented immediately by Council, to complement federal and state financial support packages and minimise the economic impacts of the COVID-19 pandemic on our local economy.

Criteria: Performance

CORPORATE PLAN PRIORITY

ET - ECONOMIC TRANSFORMATION

ET1 We enjoy jobs growth and economic prosperity with local and global reach

ET2 Investments, partnerships and innovation support economic growth in the city

RECOMMENDATIONS

IT IS RECOMMENDED:-


2. That the Acting Chief Executive Officer be delegated authority to undertake any actions required to give effect to the Logan Economic Response Package for Businesses and Residents: COVID-19, as detailed Clause 1 above.

REPORT DETAILS

BACKGROUND

The COVID-19 pandemic, since its emergence, continues to have a significant impact on the world economy, stifling industry and businesses ability to operate, threatening supply chains and dampening consumer spending. There remains considerable uncertainty around the potential economic implications of the Coronavirus, however, the economic shock is likely to be significant as it continues to impact on consumer confidence, people’s ability to work and business cash flow.
To minimise the long term impact on the local economy and to provide a foundation for its recovery, it is important that the SMEs in our city maintain their viability. These businesses make up a significant part of the City of Logan’s economy and employ many people. As of 2019, there is an estimated 8,549 SME’s and 14,097 sole traders based in Logan.

Major stimulus packages have been announced by Federal and State governments with the primary goal of supporting business cash flow to ensure the survival of businesses and keeping people employed. These packages are designed to support business investment and help small businesses manage short-term cash flow, as well as ensuring the most severely affected communities and regions are assisted.

Key stimulus packages announced to date include:

**12th March 2020**, the Federal Government announced its first Economic Stimulus package ($17.6bn). Key measures include:

- Welfare recipients will receive $750 per person
- Small businesses with apprentices will receive up to $21,000 to keep apprentices in work through wage subsidies
- Small to medium-sized businesses are eligible for between $2,000 and $25,000 to help with cash flow
- Businesses can access instant asset write-off threshold raised to $150,000 and an extra depreciation discount to encourage investment
- Affected businesses will have access to a new $1 billion fund

**18th March 2020**, the QLD State Government announced its first economic Stimulus package ($500m). Key measures include:

- $500m loan facility: interest-free for the first 12-months to support businesses to keep Queenslanders in work and extend the coronavirus payroll tax deferral to all businesses across the state.
- Immediate Industry Recovery Package valued at $27.25m.
- Payroll tax relief package: you can apply for a relief package to defer lodging and paying payroll tax returns until 31 July 2020.
- Market Diversification and Resilience Grants are available for Qld agriculture, food and fishing exporters and their critical supply chain partners, as well as industry organisations working with exporters.
- Support for tourism operators and hospitality providers. fees and charges relief for tourism operators impacted include – waiving application fees for some variations to liquor licences; waiving registration fees for inbound tour operators; waiving of daily fees for Commercial Activity Agreements and Permits; rebate on marina charges and passenger levies; deferral of Tourism Lease Rent Payments.
- Support for Queensland’s Arts sector workforce, including funding extensions, changes to funding application timeframes and rent relief for tenants based in Queensland Government Arts infrastructure.
20th March 2020, the Australian Banking Association announced supportive banking measures including:

- Repayment of $100 billion in small business loans put on hold for six-months
- The banks will consider home loan relief measures if households enter mortgage stress

22nd March 2020, the Federal Government announced its second stimulus package ($66bn). Key measures include:

- Eligible not-for-profits and small businesses will receive a tax-free, cash payment of between $20,000 and $100,000
- Guarantee unsecured loans of up to $250,000

DISCUSSION

To address the economic challenges presented by the pandemic it is necessary for all levels of government to do what they can to support small businesses. Council has a unique role to play in these circumstances given our existing relationships with the local business community. These relationships and ‘local knowledge’ allow Council to tailor its response and ensure any investment is well placed.

The EDS branch have worked across the organisation to identify key initiatives to create a ‘Logan Economic Response Package’ that can be implemented immediately and will complement federal and state financial support packages.

It is important to acknowledge that this response will be the first of several initiatives that Council will need to offer local businesses. Small businesses need to survive before they can recover and current estimates suggest that recovery is further than six months away. Other initiatives will be explored and implemented to ensure that support is sustainable. These initiatives are being investigated as a priority and will be presented to the new Council for future consideration.

The current proposals have been considered with respect to the following principals: That they;

- compliment Federal, State and other local government emergency response policies
- are proportionate to the degree of the economic shock and the impact on the economy
- can be adjusted appropriately as the health and economic effects unfold
- are targeted to address the specific issues we are confronting, supporting those most affected and delivered where it will be most effective
- use existing delivery mechanisms should be used, wherever possible
- are temporary and accompanied by a fiscal exit strategy
Logan Economic Response Package (Immediate financial/ Non – financial initiatives)

<table>
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<tr>
<th>Initiative</th>
<th>Action</th>
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| **Rates Policy** | • To assist ratepayers manage their accounts in the wake of COVID-19, an additional interest free period is proposed for the April – June quarter rates and charges notice (to 30 September 2020).  
• It is also recommended that Council’s existing hardship arrangements for residential customers be extending to all ratepayers, and advanced debt recovery action be suspended indefinitely, this position to be reviewed within six months. |
| **Prioritised procurement to Logan based businesses** | • Increasing the amount of Local spend by ensuring all of Council’s Requests for Quotes through VendorPanel and Marketplace include at least 2 local businesses. |
| **Payment of all invoices as a matter of priority (within 14 days)** | • Facilitate the payment of all certified invoices as a priority within 14 days. |
| **Reduction in Environmental Health related licence fees** | • Provide a 50% refund on all licence fees already paid since 1 July 2019.  
• Waive fees for any new applications received up until 31 August 2020. |
| Environmental Health and Immunisation Program licences just under 1300 business, including: Food businesses, Water carriers, Food stalls, Food trucks and van, Markets, Hotels and motels premises, Plastic manufacturers, Metal coaters, Caravan parks and camping grounds, Commercial swimming pools, Tattooists (including cosmetic tattooing) and body piercer, Roadside food vendors |
| **Logan City Council venues – Rent relief** | • Provide rent relief for tenants that require support on a case-by-case basis. |
| **The Logan Office of Economic Development (LOED) enhanced business support** | • LOED has established a dedicated team to respond to the emerging needs of the Logan business community.  
• Our team is ready to connect with impacted small businesses. Mentors are available to provide tailored support including financial mentoring and business planning. |
CONCLUSION

This report provides a brief overview of the emerging economic challenges being faced by the local economy as a result of the COVID-19 pandemic. The report recommends that the Logan Economic Response Package for Businesses and Residents: COVID-19 be implemented immediately. Further initiatives will be explored and presented to Council at a future date.
EXECUTIVE SUMMARY

The COVID-19 pandemic, since its emergence and increasingly over recent days, is having a significant impact on the community. COVID-19 has caused widespread disruption to the community and to the usual services provided to the general population but more specifically many at-risk residents. The purpose of this report is to outline a series of proposed community relief responses that Council can deliver to support the community.

One of the initial responses that Council can assist with is the establishment of an Emergency Relief Fund, which is designed to fill a major gap that is starting to emerge in the coordination, supply and distribution of emergency relief to people in need.

Criteria: Direction - It requires Council to make a decision of a strategic nature; or Council has specifically requested it

CORPORATE PLAN PRIORITY

Quality Lifestyles

RECOMMENDATIONS

IT IS RECOMMENDED:-

1. That Council endorse the redirection of $200,000 from the Community Project Grants budget to go towards the Emergency Relief Fund, which is part of a broader Community Relief Package, as detailed in the report of the Community Services Manager dated 25 March 2020.

2. That the Community Services Manager be delegated authority to prepare agreements with identified community organisations relating to the distribution of the Emergency Relief Funds, as detailed in Clause 1 above.

3. That the Sport, Leisure and Facilities Manager, in conjunction with the Finance Manager, be delegated authority to make the necessary adjustments in the 2019/2020 budget amendment to provide the Lease Fee (Rent abatement) for community leased facilities, as detailed in the report of the Community Services Manager dated 25 March 2020.

4. That the Finance Manager be delegated authority to make the necessary adjustments in the 2019/2020 budget amendment to include further funding sufficient to cover the application of increasing Council’s existing 50% or 60% remissions, increasing to 100% remissions towards charges to be invoiced in April 2020, for the period January - March 2020 for period, as detailed in the report of the Community Services Manager dated 25 March 2020.
RELEVANT BACKGROUND INFORMATION

In response to the emergence of the COVID-19 virus Council, as part of the Local Recovery Group process, has been engaging extensively with key community stakeholders and community organisations to gain an understanding of the impact COVID-19 is having on the community.

This report outlines a range of initial community relief responses Council can deliver to provide support to the community. This is considered to be the first stage of support, and there is no doubt as the things continue to change additional support measures will also be considered.

Provided below is a summary of the proposed community relief package options.

Emergency Relief Fund

Based on ongoing discussions with community organisations one of the major impacts is the capacity and coordination of emergency relief services (e.g. food banks, crisis support providers, etc) to respond to the needs of the community. Early indications are that emergency relief services are observing a 300% increase in people accessing their services, which means their resources are decreasing without any additional funding support currently available.

As at the time of preparing this report Red Cross has been appointed to provide mental health support to community members that are in enforced isolation. In addition to this the State Government have established a Community Recovery Hotline to assist with providing relief to members of the community that are in self-isolation or are unable to access goods and services directly themselves.

Based on feedback from all stakeholders involved in this process some of the ongoing challenges include:

- There is a lack of coordination, which is placing increased pressure on community organisations;
- There is a lack of supplies (e.g. food and hygiene products) available in a coordinated manner to sustain the current demand; and
- There is also a lack of human resources to assist with facilitating the relief process, e.g. taking the phone calls, delivering the products.

There are a number of organisations across the City that have the skills and expertise to address these needs, but they lack the funds to achieve this. The most appropriate role for Council at this stage is to assist with the provision of funds and coordination. Based on this, it is proposed that Council redirect $200,000 from existing and available funds within the Community Project Grants budget, to provide initial assistance in funding necessary goods and resources. Council will also assist in the establishment of the necessary governance structure and agreements to facilitate this process.

The proposed initial structure includes the following:

- One organisation is required to coordinate calls for support and then liaising with the most appropriate emergency relief provider to distribute the goods;
- One organisation is required to source and package food, hygiene products and other identified needs; and
- Multiple organisations will be called upon to assist with the distribution process, via the organisation that takes on the coordination responsibility.
A number of community organisations have been identified that can fill the roles identified above. Agreements will be established with each of these organisations once this approach is endorsed by Council. The organisations that have been identified are leaders in their field and the roles they will play in the above mentioned structure is linked to their core business. Advice from Governance is that Council is able to enter into a direct arrangement with these organisations on the basis that the funds are essentially a contribution or grant to deliver a community based program.

Rates relief package

To assist ratepayers manage their accounts in the wake of COVID-19, an additional interest free period is proposed for the April – June quarter rates and charges notice (to 30 September 2020).

It is also recommended that Council’s existing hardship arrangements for residential customers be extending to all ratepayers, and advanced debt recovery action be suspended indefinitely, this position to be reviewed within six months.

Community Leased facilities, under Sport, Leisure & Facilities management

Based on ongoing changes and discussions with sport, recreation and community organisations an emerging concern is the financial capability of not-for-profit organisations that lease a Council facility to remain financially sustainable in the short and medium term. This is largely due to cessation or significant limitations of undertaking permitted uses, club activities and operations due to COVID-19.

Council recognises that any “Community First” centred approach, requires measures and responses that are evolving, therefore we are considering Stage 1 Initiatives that aim to be implemented immediately. Future Stage initiatives will continue to be investigated and considered as part of Logan City Council’s 2020/2021 Annual Budget process.

Considerations for Stage 1, relate to not-for-profit organisations administered in accordance with Council Policies titled ‘Licence or Lease of Council Owned or Controlled Land to Sporting, Recreational and Community organisations’ and ‘Remission to Sporting, Recreational Community Organisations’.

- Lease Fee - abatement of the lease fee (annual rental) for community leased facilities currently under management of Council’s Sport, Leisure & Facilities Branch; and
- Rates/Charges - financial relief for charges for community leased facilities currently under management of Council’s Sport, Leisure & Facilities Branch,

In terms of the Stage 1 response, it seeks to provide respite to approximately 182 existing lessees, supporting membership basis of 40,000+ by one and/or both initiatives;

- In regards to Category A, B and C organisations under the ‘Licence or Lease of Council Owned or Controlled Land to Sporting, Recreational and Community organisations’ consideration be given to Lease Fee (annual rental) abatement for the 2020 calendar year. This would enable an estimated $25-30K of funds to be returned to not-for-profit organisations to assist in their management of operations. As the majority of invoices for lease fees have already been issued, a waiver of outstanding invoices and/or an abatement for the current 2020 calendar year lease fees would be implemented; and
- In regards to Category A and B organisations under the ‘Remission to Sporting, Recreational Community Organisations’, consideration be given to increasing Council’s existing 50% or 60% remissions, increasing to 100% remissions towards charges to be invoiced in April 2020, for the period January - March 2020.
Residential Tenancies, Nerida Street

Council currently administers a small number of existing Pensioner Units located at 19-32 Nerida Street, Rochedale South. Council will continue to monitor the situation Federal and State and consider any future initiatives as part of any future responses.

Logan City Council & Brisbane Lions Fitzroy Football Club partnership

Council is in discussion with representatives of the Brisbane Lions Fitzroy Football Club in regards to the existing partnership and initiatives and how best to adapt and respond within the current COVID-19 environment.

ANY PREVIOUS ELT/COUNCIL DECISION

Nil.

LINKS TO EXISTING STRATEGIC PLANS/POLICIES

Nil.

FINANCIAL/RESOURCE IMPACTS

The proposed Emergency Relief Fund will be funded through existing funding currently available in the Community Project Grants budget.

The Community Leased facilities, under Sport, Leisure & Facilities management proposal is estimated as follows:

- Lease abatement - In regards to Category A, B and C organisations under the 'Licence or Lease of Council Owned or Controlled Land to Sporting, Recreational and Community organisations', provides financial relief to not-for-profits groups, corresponding with a loss of approximately $25-30K in revenue for Council; and

- Increased remission subsidy, for Category A and B organisations under the ‘Remission to Sporting, Recreational Community Organisations’ is approximately in the vicinity of $185-200K. This is based on financial calculations for the same period last financial year, and is an estimate, with need for Council to consider variations in actuals and charges (ie bulk water charges).

STAKEHOLDER CONSULTATION

The Logan Local Recovery Group (LRG) has moved through the various activation stages, culminating in the LRG moving to STAND UP status on 19 March 2020. As part of this process an extensive consultation process has been undertaken with members of the LRG and each of the sub-groups. The recommendations contained within this report are reflective of the gaps and opportunities that have been identified as part of this consultation.

In regards to development of Stage 1 approach to support community leased facilities, Council’s Finance, Community Services, Sport, Leisure & Facilities branches have been engaged.

ANY RISK CONSIDERATION

COVID-19 is having an enormous impact on the community, and the level of impact is changing on a daily basis. This report outlines a range of relief opportunities Council can implement to provide some support to the community. This relief won’t address all risks and concerns, but the risk of doing nothing is far greater.
DISCUSSION AND CONCLUSION

The COVID-19 pandemic is having a major impact on the community. Through extensive consultation it has been identified that community organisations and emergency relief providers are struggling to keep up with the demand of community members who need support in accessing a range of goods and services, such as food and hygiene packages. This report outlines the process and initial budget required to establish an Emergency Relief Fund.

BACKGROUND PAPERS

Nil.
4  CHANGES TO APRIL 2020 RATING DUE TO COVID-19

REPORT OF:  Finance Manager

REPORT OVERVIEW

EXECUTIVE SUMMARY

To obtain Council approval of changes to rates interest parameters and extend existing financial hardship arrangements to assist with financial difficulties caused by the corona virus.

Criteria:  Direction - It requires Council to make a decision of a strategic nature; or Council has specifically requested it

CORPORATE PLAN PRIORITY

Economic Transformation

RECOMMENDATIONS

IT IS RECOMMENDED:-

1. That the extension of the April to June 2020 interest free period from the due date of 15 May 2020 to 30 September 2020, be endorsed, noting that the 15 May 2020 due date is to remain the same and is applied for discount purposes.

2. That the immediate suspension of some rates related debt recovery functions, specifically the lodgement of claims in the Magistrates Court and outsourcing of debt to external collection agencies, be endorsed.

3. That the amended policy titled 'Recovery of Rates and Other Rates related charges from customers experiencing financial hardship', as attached to the report of the Finance Manager dated 25 March 2020, be adopted.

4. That the Corporate Governance Manager be requested to update Council’s Policy Register in accordance with Clause 4 above.

REPORT DETAILS

RELEVANT BACKGROUND INFORMATION

It is anticipated that the COVID-19 will cause financial hardship for Logan City ratepayers. The following measures are recommended to assist Logan City ratepayers in managing the financial impacts that arise during the April to June 2020 rating quarter.
FINANCIAL/RESOURCE IMPACTS

It is estimated that the two initiatives will cost a total of:

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<thead>
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<th>Initiative</th>
<th>Data</th>
<th>Estimated cost</th>
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<tbody>
<tr>
<td>Extended interest-free period</td>
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<tr>
<td>Expanded interest-free arrangements</td>
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DISCUSSION

The following measures are recommended -

1. Extend the April to June 2020 interest free period from the due date of 15 May 2020 to 30 September 2020. The 15 May 2020 due date is to remain the same and is applied for discount purposes.
2. Extend the ability to enter into interest free payment arrangements to all ratepayers (current policy provides this for residential and small business customers only).
3. The immediate suspension of some rates related debt recovery functions, specifically the lodgement of claims in the Magistrates Court and outsourcing of debt to external collection agencies.

The Local Government Regulation 2012 allows that:

S133 - Interest on overdue rates or charges

1. Interest is payable on overdue rates and charges from -
   a. The day the rates or charges become overdue or
   b. A later day decided by the local government
2. A decision of the local government under this section must—
   a. Apply equally to all ratepayers;

Financial hardship arrangements

In addition to the suspension of legal action for overdue rates, the Finance Branch will be actively promoting options available to ratepayers under Council's existing hardship policy. These provisions allow ratepayers to enter into interest-free payment arrangements, including with low or no payments for an extended period in the event of emergent financial hardship.

These arrangements are currently only available to residential properties and small businesses. By extending these arrangements to all ratepayers, this will provide additional support to commercial, industrial and other non-residential customers in response to the rapidly deteriorating financial climate.

CONCLUSION

The recommended measures would be an initial step to assist ratepayers to be able to meet 2019/20 quarter 4 rates commitments. Further measures would be considered during the 2020/21 budget process.
POLICY

Policy title: RECOVERY OF RATES AND OTHER RATES RELATED CHARGES FROM CUSTOMERS EXPERIENCING FINANCIAL HARDSHIP

Directorate: ORGANISATIONAL SERVICES

Branch: FINANCE

Policy objective: To outline options available to customers experiencing difficulties in paying rates and other charges due to financial hardship.

Policy scope:
This policy is designed to detail the manner in which Council will provide relief to ratepayers who are unable to pay their rates and other rates related charges due to genuine financial difficulties or hardship. This will be achieved through the negotiation of an interest free payment plan designed to address outstanding amounts over a period of time suitable to the customer’s specific circumstances. These procedures are in accordance with the provisions of the Local Government Act 2009, Local Government Regulation 2012, South-East Queensland Water (Distribution and Retail Restructuring) Act 2009, South East Queensland Customer Water and Wastewater Code, and any other such relevant legislation or code that may govern the collection of overdue monies.

1. Application for instalment plans due to financial difficulties or hardship.
   (a) Instalment plans due to financial difficulties or hardship will be made available to all customers.
   (b) Customers experiencing financial difficulties or hardship are identified as those customers who intend to pay but do not have the financial capacity to make payment in full by the end of current rating quarter.
   (c) In approving an instalment plan under this policy, Council will work with customers to determine a sustainable payment plan which addresses rate arrears. As a guide, minimum repayments will initially be at a level sufficient to ensure payments equal to 150% of the average quarterly rates for the property are made each quarter. This minimum may be varied by the Recovery Officer responsible for the account after taking into consideration the customer’s circumstances and capacity to pay, but will be negotiated with a view to ensuring overall arrears levels decrease over time taking into consideration new levies issued.
(d) Instalment plans whereby repayments are below that required in (c) above may be considered in cases of extended or emergent financial hardship. Such plans will be assessed on a case by case basis, but will not exceed 6 months in duration without review by the Senior Recoveries Officer.

(e) Customers will have the flexibility to choose repayment frequencies of weekly, fortnightly or monthly. Longer payment frequencies will not be considered.

(f) At the initial contact made to a Recovery Officer, customers are to be advised of the following:
   (i) the payment options available to them
   (ii) information about the State and Council concessions available to pensioners if applicable
   (iii) Council's Leak remission policy and water remissions where customers have high consumption due to medical conditions, if applicable
   (iv) External services available to provide financial advice or assistance. This may include financial counsellors, government services or charitable organisations.
   (v) The terms and conditions applicable to instalment plans issued under this policy, and the consequences of plans being cancelled.

(g) The terms of an instalment plan entered into under this policy will be reviewed regularly, and may be renegotiated by the customer and the responsible Recovery Officer to take into consideration changes in the customer’s circumstances.

(h) Instalment plans approved and complied with under this policy will be interest free and will be excluded from further recovery action. Interest will cease to accrue on overdue rates from the date the instalment plan is approved by Council. Interest accrued prior to this date will not be reversed.

(i) Council is committed to working empathically and constructively with customers experiencing financial difficulties or hardship, and will endeavour to negotiate a suitable instalment plan in line with the objectives of this policy. In cases where negotiations are unsuccessful, interest will continue to be charged on all overdue amounts in line with Council's Revenue Statement.

2. Cancellation of instalment plans granted under hardship conditions

Customers who default on an instalment plan are to be forwarded correspondence requesting payment be made as agreed. If the overdue instalments remain unpaid, a further letter is to be sent advising that the instalment plan has been cancelled. Interest charges on cancelled plans will recommence from the date of the last payment made. No further instalment plans will be considered under this policy for the following 12 months and further recovery action may be considered at the discretion of the Senior Recoveries Officer.
## Related policies/legislation/other documents

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<tr>
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<th>DOCUMENT TYPE</th>
<th>DOCUMENT NAME</th>
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<tbody>
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<td>-</td>
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<td>Legislation</td>
<td><em>South-East Queensland Water (Distribution and Retail Restructuring) Act 2009</em></td>
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<td><em>South East Queensland Customer Water and Wastewater Code</em></td>
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LOCATION OF LOCAL GOVERNMENT MEETINGS

REPORT OF: Corporate Governance Manager

REPORT OVERVIEW

EXECUTIVE SUMMARY

Due to indoor gathering restrictions, together with social-distancing measures recommended by the Australian Government, the Council Chambers are no longer feasible for future Local Government Meetings. Alternatively, it is proposed that future Post-Election, Ordinary and Special Council meetings take place at the Logan Entertainment Centre.

Criteria: Legislative - It is a legislative requirement that cannot be delegated

CORPORATE PLAN PRIORITY

Next Generation Governance

RECOMMENDATIONS

IT IS RECOMMENDED:-

1. That the Post-Election meeting for the 2020 Local Government Elections be held at the Logan Entertainment Centre.

2. That Ordinary Council and Local Government Committee meetings be held at the Logan Entertainment Centre for the duration of the COVID-19 pandemic restrictions, as prescribed by the Australian Government.

REPORT DETAILS

RELEVANT BACKGROUND INFORMATION

On 22 March 2020, the Australian Government announced the following restrictions:

- No non-essential gatherings of more than 500 people outside or more than 100 people inside.
- All non-essential indoor gatherings of less than 100 people must have no more than one person per 4sqm. All Australians should expect their local businesses to be following this rule.
- Where possible, keep 1.5 metres between yourself and others.

Historically, Ordinary Council and Committee meetings have been held in the Council Chambers and the Logan Room at Logan City Council Administration Centre on 150 Wembley Road, Logan Central.

Due to the size of the Council Chambers and the Logan Room, these rooms would no longer be suitable to meet the Government’s current restrictions.

The Logan Entertainment Centre, located next to the Logan City Council Administration Centre, has suitable space to accommodate for social distancing restrictions.
Section 257 of the Local Government Regulation 2012 stipulates the following:

(3) All meetings of a local government are to be held—
(a) at 1 of the local government’s public offices; or
(b) for a particular meeting—at another place fixed by the local government, by resolution, for the meeting.

A council resolution is required to change the location for local government meetings for the duration of the current pandemic restrictions.

ANY PREVIOUS ELT/COUNCIL DECISION
Nil.

LINKS TO EXISTING STRATEGIC PLANS/POLICIES
Nil.

FINANCIAL/RESOURCE IMPACTS
Nil.

STAKEHOLDER CONSULTATION
Nil.

ANY RISK CONSIDERATION
The change of location is necessary to meet legislative requirements prescribing that Local Government Ordinary and Committee meetings are open to the public.

Logan City Council will ensure that the restrictions and guidelines set by the Australian Government will be adhered to ensure the health, safety and wellbeing of the community.

DISCUSSION AND CONCLUSION
While meetings are open to the public for transparency and good governance, the health, safety and wellbeing of Logan’s staff and community is Council’s top priority.

Although restrictions are in place, the meetings still remain open and transparent to the public through video livestreaming and audio recording. Council will endeavour to continue the video and audio live-streaming of the Post-Election meeting and future Ordinary Council meetings on YouTube, and where this is not possible due to unforeseen circumstances, audio-recording procedures will be followed. The committee meetings will also continue to be audio-recorded.

All members of the public are warmly encouraged by Council to observe the meetings through these avenues from the safety of their home environment.

BACKGROUND PAPERS
Nil.