



## COUNCIL POLICY

### Academic Bursary

POLICY NO	108
DEPARTMENT	Organisational Services
PROGRAM	People & Culture
ENDORSED BY COUNCIL 28 October 2020 Resolution ORD-2020-289	

#### 1.0 Scope

Academic bursaries are available to eligible students who are currently studying one of the following disciplines:

- Engineering;
- Planning;
- Business (Accounting/Marketing/HR/Public Relations/Social Innovation);
- Information Technology/Digital Media;
- Workplace Health and Safety/Emergency Services;
- Social Work;
- Environmental Science/Health;

#### 2.0 Purpose

The Mackay Regional Council (MRC) Bursary Program aims to encourage the academic progress of students from the MRC area who are studying within current or predicted skills shortage areas for the MRC and other employers within the region.

These bursaries aim to provide students with monetary assistance for costs associated with studying, as well as potential work experience within MRC

#### 3.0 Reference

- Mackay Regional Council Equal Employment Opportunity Policy 010

#### 4.0 Definitions

To assist in interpretation the following definitions shall apply:

**Council** shall mean the Mayor and Councillors of Mackay Regional Council.

**MRC** shall mean Mackay Regional Council.

## 5.0 Background

MRC currently employs over 1000 employees in a range of areas including:

- Parks
- Building and Construction
- Water and Sewerage
- Human Resources
- Information Services
- Finance
- Plant and Procurement
- Mackay Entertainment Centre
- Roads
- Local Laws
- Environmental Health
- Design
- Planning
- Surveying
- Community Services
- Libraries
- Artspace
- Waste Management

MRC's role is to:

- make decisions about and manage facilities and services for the community;
- make local laws to help provide a safe and orderly community.

Traditionally MRC has provided services such as roads, water supply and sewerage and managed local issues within the community such as barking dogs, waste and recycling collection, local roads, libraries and rates; however, more councils are now getting involved with social, economic and cultural development of their communities and improving the livability, sustainability and prosperity of their regions.

A shortage of skilled people in some professional fields has led MRC to implement a Bursary Program to improve the number of qualified people retained in our region.

## 6.0 Policy Statement

### 6.1 Eligibility

To be eligible for a MRC Bursary, students must be:

- Entering the second last year of a university undergraduate degree course (e.g. entering 3<sup>rd</sup> year of a 4-year Engineering Degree);
- Studying as a full-time student;
- An Australian citizen/permanent resident;
- Ordinarily a resident from within the MRC area and, preferably, undertaking study at a local campus, (i.e. students from Mackay studying away in another area would be eligible; however, students from another local government area studying in Mackay would not be eligible). Applications should be made including evidence that the student ordinarily resides in Mackay such as rates notice of parent's home address;

- Not receiving any other employer linked bursary;
- Seeking employment in the Mackay Region following completion of university studies;

## 6.2 Value of Bursaries

The value of an MRC Bursary will be as follows:

- Payment of \$2,500 per year for two (2) years (being the final 2 years of university study);
- Payable twice per year following submission of evidence to MRC's satisfaction of successful completion of subjects (i.e. following mid-year and end of year results);
- A period of paid vacation work in the first year over the Christmas period (December to January), as well as possible other vacation periods (subject to suitable project linked tasks being available within the awarded bursary area).

## 6.3 Application Process

On-line [application forms](#) are available on the MRC website.

The completed application must be submitted by the due date.

## 6.4 Assessment

Applications will be assessed on:

- Meeting eligibility criteria as outlined in 6.1;
- University results to date (certified copies of results to be provided with application);
- Leadership capabilities and/or community or volunteering service (will be based on information contained in the application AND evidentiary documentation provided by the applicant with their application. MRC will make its own judgment about what constitutes the most meritorious cases).

## 6.5 Termination of a Bursary

MRC will terminate an academic bursary in the following situations:

- If the student has committed serious misconduct including, but not limited to, the provision of false or misleading information in their Application Form;
- If the student's conduct is deemed to have brought the relationship with, or MRC itself, into disrepute;

- If the student ceases to meet the eligibility requirements specified in 6.1 of this policy, other than during a period in which the bursary has been suspended;
- Once the full value of the bursary has been paid;
- Once the student has completed the requirements of their degree;
- If the student does not resume study at the conclusion of an approved period of suspension; and
- If the student fails to maintain satisfactory academic progress by not achieving a minimum PASS result for all registered subjects.

#### 6.6 Deliberation

In any deliberation regarding bursaries, MRC will act in a fair and reasonable manner, including considering periods of ill health or sickness when considering academic progress.

#### 6.7 Discretion

MRC reserves full discretion without recourse for any decisions entered regarding awarding of, assessment of, and possible termination of bursaries.

The number of bursaries awarded each year, and the number per category is entirely at the discretion of MRC. All categories will not necessarily be awarded each year.

#### 6.8 Appeals

No appeals regarding the non-award or termination of an academic bursary will be entered into.

#### 6.9 Employment

Periods of paid or unpaid vacation work experience may be linked to the bursary.

Applicants should be available to undertake work experience during the term of the bursary, and availability for and commitment to this should be noted in any bursary application and will be considered by MRC in awarding of any bursary.

Awarding of a bursary does NOT guarantee the recipient of future permanent employment with MRC.

#### 6.10 Equal Opportunity Employer

MRC is an equal opportunity employer and would encourage applications from all people, including those who identify as being of Aboriginal or Torres Strait Islander descent, people with disabilities, and those from non-English speaking backgrounds.

## 7.0 Review of Policy

This policy will be reviewed when any of the following occur:

1. The related documents are amended or replaced.
2. Other circumstances as determined from time to time by a resolution of Council.

Notwithstanding the above, this policy is to be reviewed at intervals of no more than three (3) years.

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Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
2	Review of Policy	Amended	SLPT	28.07.15
3	Change in eligibility Change in study areas	Amendments to Policy	SLPT	06.06.17
4	Review of Policy	Amendments to Policy	Council	28.10.2020