



GENERAL MEETING

Wednesday 15 July 2026

NOTICE OF MEETING

Cr AL Martin

Cr BP Johnstone

Cr JH Scobie

Cr DA Hardie

Cr GK Schluter

Cr AA Hart

Cr PW Skewes OAM

Please find attached the Agenda for the General Meeting to be held at the Tambo Council Chambers, Wednesday 15 July 2026 commencing at 9:00 am.

MJ Lollback

Chief Executive Officer

ORDINARY MEETING NOTICE

Notice pursuant to section 254B of the *Local Government Regulation 2012*.

The 2026 Ordinary Meetings of the Council will be held in the Council Chambers in Blackall and Tambo on the scheduled dates and times below:

21 January 2026	8.30am	Blackall
18 February 2026	8.30am	Blackall
18 March 2026	9am	Tambo
15 April 2026	8.30am	Blackall
20 May 2026	9am	Tambo
17 June 2026	8.30am	Blackall
15 July 2026	9am	Tambo
19 August 2026	8.30am	Blackall
16 September 2026	9am	Tambo
14 October 2026	8.30am	Blackall
18 November 2026	9am	Tambo
16 December 2026	8.30am	Blackall

CALENDAR OF EVENTS**January 2026**

1 January New Years Day
26 January Australia Day

March 2026

25-26 March Civic Leaders

April 2026

3 April – 6 April Easter
25 April ANZAC Day
26 April Queensland Music Trails - Tambo

May 2026

4 May Labour Day
12 May Climate Resilience Council Forum
26-28 May Bush Council Convention - Longreach

June 2026

23 June ALGA Regional Forum
24 –25 June ALGA NGA Conference - Canberra

October 2026

5 October King's Birthday
19-21 October LGAQ Annual Conference

November 2026

3 November	Melbourne Cup Special Holiday
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December 2026

24 December	Christmas Eve
25 December	Christmas Day
26 December	Boxing Day
28 December	Boxing Day Holiday

Held at Tambo Council Chambers
On Wednesday 15 July 2026
Commencing at 9:00 am

Order of Business

Acknowledgement of Country

Leave of Absence/Signing of Attendance Book

- Cr Jane Hardie has requested a leave of absence for the meeting.

Apologies: Nil

Condolences:

- Patrick (Hector) Heumiller – Councillor of Blackall-Tambo Regional Council 2016-2020

Declarations of Conflicts of Interest:

Deputations: Nil

Public Participation: Nil

BUSINESS

1 PETITIONS

2 CONFIRMATION OF THE MEETING MINUTES

2.1 Confirmation Of General Meeting Minutes Held On 17 June 2026

2.2 Confirmation Of Budget Meeting Held On 17 June 2026

3 MAYORAL REPORT

3.1 Mayor's Information Report For June

3.2 Material Personal Interest - Qwool

4 COUNCILLORS INFORMATION REPORT

4.1 Councillors' Information Report For June

4.2 Australian Local Government Association Report

5 CEO INFORMATION REPORTS

5.1 Chief Executive Officer's June Report To Council

6 CEO'S DECISION REPORTS

6.1 Operational Plan Quarterly Report - Fourth Quarter 2025-2026

6.2 Child Safety And Wellbeing Policy

- 6.3 Adoption Of Ex-Gratia Payments Policy
- 6.4 Request For Special Holidays For 2027 - Office Of Industrial Relations
- 6.5 Great Artesian Basin - LGAQ Call For Motions For The 2026 Annual Conference
- 6.6 Protection Of Commonwealth Disaster Funding - LGAQ Call For Motions For The 2026 Annual Conference
- 6.7 The Queensland Audit Office's Selection Of External Auditors For Local Governments - LGAQ Call For Motions For The 2026 Annual Conference

7 CHIEF FINANCIAL OFFICER

- 7.1 Financial Report For The Month Of June
- 7.2 Fleet Report For The Month Of June

8 CHIEF FINANCIAL OFFICER'S DECISION REPORTS

- 8.1 Adoption Of Responsible Use Of Artificial Intelligence Policy
- 8.2 Review Of Business Continuity And Recovery Plan

9 CORRESPONDENCE

- 9.1 Correspondence

10 MATTERS FOR DECISION

- 10.1 Director Of Organisational Performance
 - 10.1.1 Review of Human Resource Policies
 - 10.1.2 DA 03-2023-2024 Minor Change - Barcoo Retirement Village

11 MATTERS FOR INFORMATION

- 11.1 Director Of Lifestyle And Community
 - 11.1.1 Director of Lifestyle and Community Services Report for June
 - 11.1.2 Group Manager of Community Policy and Programs Report for June
 - 11.1.3 Group Manager Community Access and Infrastructure Report for June
- 11.2 Director Of Organisational Performance
 - 11.2.1 Organisational Performance Monthly Report for June
 - 11.2.2 People, Culture & Safety Report for June
 - 11.2.3 Town and Rural Services Report for June
 - 11.2.4 Roadworks Report for June
 - 11.2.5 Assets and Major Projects Report for June

11.2.6 Manager Environment, Health and Compliance Report for June

11.2.7 Planning and Development Report for June

12 CLOSE OF MEETING

14 CONFIDENTIAL REPORTS

14.1 Confidential Items Nil.

2 Confirmation of the Meeting Minutes

That the minutes of the General Meeting held on 17 June 2026 be taken as read and confirmed, and that the Mayor be authorised to sign same.



**MINUTES OF THE GENERAL MEETING OF
BLACKALL-TAMBO REGIONAL COUNCIL
HELD AT THE BLACKALL COUNCIL CHAMBERS
ON WEDNESDAY 17 JUNE 2026 at 8:30 AM**

PRESENT:

Councillors: Cr AL Martin (Mayor), Cr DA Hardie, Cr JH Scobie, Cr BP Johnstone, Cr GK Schluter, Cr AA Hart, Cr PW Skewes OAM

OFFICERS:

Mr Mike Lollback, Chief Executive Officer, Mr Shalveen Dayal, Chief Financial Officer, Ms Jaimee-Lee Prow, Director of Lifestyle and Community, Mr Greg Nicholls, Group Manager Town and Rural Services, Mr Matthew Richardson, Group Manager of Road Works, Mrs Andrea Saunders, Interim Assets/Major Projects and Customer & Council Support Services Manager, Mr Dallas Kowald-Dawson, Fleet Manager, Ms Rebecca Walsh, Records Management and Administrative Support Officer, Ms Piper Hansen, Lifestyle and Community Services Officer, Minute Taker.

CONDOLENCES:

A minute's silence was observed to mark the passing of:

- Bruce Raymond Turner
- Yvonne Gleeson
- Margaret Ross

DECLARATIONS OF INTEREST

Cr David Hardie for item 8.1.1 RADF Application – I, Councillor David Hardie, inform the meeting that I have a prescribed conflict of interest in item 8.1.1 RADF Application. The nature of my interest is as follows:

- Cr David Hardie's wife Chaired the RADF Committee Meeting.

As a result of my conflict, I will leave the meeting room while the matter is considered and voted on.

Cr Andrew Martin for item 8.1.1 RADF Application – I, Councillor Andrew Martin, inform the meeting that I have a prescribed conflict of interest in item 8.1.1 RADF Application. The nature of my interest is as follows:

- Cr Andrew Martin's wife is an RADF applicant.

As a result of my conflict, I will leave the meeting room while the matter is considered and voted on.

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ITEM NO: 5.2
SUBJECT TITLE: Actions Arising from Council Meetings

The purpose of this report is to provide Council with an update on the actions arising from resolutions passed at previous Council meetings. This report aims to ensure transparency, track progress and identify any issues requiring further attention.

MOTION: Moved: Cr Peter Skewes OAM Seconded: Cr Jane Scobie

That Council notes the progress of actions arising from previous Council meetings as detailed in the report.

GM 2026/06/706

Carried 7/0

ITEM NO: 5.3
SUBJECT TITLE: Trustee Lease for Tambo Butcher Paddock

Under section 236(2) of the *Local Government Regulation 2012*, Council can decide by resolution to dispose of a valuable non-current asset by the grant of a lease without going to tender or auction.

MOTION: Moved: Cr Grahame Schluter Seconded: Cr David Hardie

That under section 236(2) of the *Local Government Regulation 2012* Council resolves:

1. To offer a trustee lease for the Part of Pasturage Reserve R.33, Lease B in Lot 2 on SP157686, known as the Butcher Paddock, to the operator of the Tambo Butcher business without first going to tender or auction.
 - a. The leasing of the Lease B in Lot 2 on SP157686 will support a business in the Tambo community who provides a vital food source to the community, who, without it may need to travel long distances and employment.
 - b. Disposal in this manner aligns with Council's goal to encourage local enterprise and economic growth, including supporting businesses and nurture new opportunities for prosperity, maintaining community wellbeing and connection, liveability and resilience in the community as identified in Council's Corporate Plan.
2. The lease of Lease B in Lot 2 on SP157686 complies with the sound contracting principles as follows:
 - a. Value for money will be achieved by leasing the area at the appropriate current rate.
 - b. Consultation has been undertaken with key stakeholders and documented.
 - c. The community benefits that arise from enabling the continuation of the operation of a butcher business in the community are the support of local supply chains, creating and retaining jobs, encouraging complementary business, and ensuring liveability and resilience.
 - d. The environment impact considerations will be contained within the lease as per the requirements under section 57 of the *Land Act 1994* and the Trust Land Management Plan.
 - e. The lease will be handled ethically and fairly with no preferential treatment beyond that justified by the public interest considerations.

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3. Should the operator the Tambo Butcher decline the trustee lease, the lease, in accordance with section 227 of the *Local Government Regulation 2012*, will be advertised for tender as prescribed in section 228 of the *Local Government Regulation 2012*.

GM 2026/06/707Carried 7/0

ITEM NO: 5.4
SUBJECT TITLE: Disconnection of Water Service - 92 Aerodrome Road Blackall

Council has received an application from the landowner of 92 Aerodrome Road Blackall for their water connection to the reticulated town water supply. The property is outside the defined town water area and have a water access agreement.

MOTION: Moved: Cr David Hardie**Seconded: Cr Jane Scobie**

That Council approve the application for the disconnection of the reticulated town water supply as the landowner has a Water Licence issued under the *Water Act 2000* authorising the use of water for aquaculture, domestic supply, irrigation and stock.

GM 2026/06/708Carried 7/0

ITEM NO: 5.5
SUBJECT TITLE: Blackall Work Camp Community Engagement Committee Meeting May 2026

The Blackall Work Camp Community Engagement Committee has been established to support the Blackall Work Camp. The Committee meets up to four times per year.

MOTION: Moved: Cr Peter Skewes OAM**Seconded: Cr Grahame Schluter**

That Council receive the Blackall Work Camp Community Engagement Committee Meeting Minutes dated 19 May 2026.

GM 2026/06/709Carried 7/0

ITEM NO: 5.6
SUBJECT TITLE: Water Funding for Regional Councils

The Local Government Association of Queensland lobbied the State Government to commit permanent funding for the Queensland Water Regional Alliances Program.

MOTION: Moved: Cr David Hardie**Seconded: Cr Grahame Schluter**

That Council resolve:

1. That the resolution 32 (2021) QWRAP Funding Round 6 has been achieved to the extent possible as demonstrated by the ongoing funding, growth and success of the QWRAP Program; and

2. To advise the Local Government Association of Queensland to close out resolution 32 (2021) that is due to expire this year.

GM 2026/06/710

Carried 7/0

ITEM NO:

6.1

SUBJECT TITLE:

Financial Report for the month of May

In accordance with s204 of the *Local Government Regulation 2012*, a monthly financial report must be presented to the Council. The financial report for April details the Council's current financial position and compares its performance against the adopted budget for 2025-26.

MOTION: Moved: Cr Alina Hart

Seconded: Cr Grahame Schluter

That Council receives the Financial Report for May 2026

GM 2026/06/711

Carried 7/0

ITEM NO:

6.2

SUBJECT TITLE:

Fleet Report for the month of May

The Fleet Report provides information on the operation and serviceability of Council's fleet.

MOTION: Moved: Cr Alina Hart

Seconded: Cr Peter Skewes OAM

That Council receive the Fleet Report for May 2026.

GM 2026/06/712

Carried 7/0

Council was required to nominate a chair for item 8.1.1 RADF Application, due the prescribed conflict of interest declared by Mayor Andrew Martin, and Deputy Mayor, Cr David Hardie.

MOTION: Moved: Cr Peter Skewes OAM

Seconded: Cr Andrew Martin

Council resolved that Councillor Boyd Johnstone be nominated as chair for item 8.1.1 RADF Committee.

GM 2026/06/713

Carried 7/0

At this point, 9.42 am, Cr Andrew Martin and Cr David Hardie left the meeting as they have a prescribed conflict of interest in item 8.1.1 RADF Application.

ITEM NO:

8.1.1

SUBJECT TITLE:

RADF Application

The fourth round of the 2025-2026 RADF program closed for applications on Friday 22 May 2026 and the Committee met on Tuesday 26 May 2026 and recommended applications be approved.

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MOTION: Moved: Cr Alina Hart**Seconded: Cr Peter Skewes OAM****That Council:**

1. **Receive the minutes from the RADF Committee meeting held on Tuesday 26 May 2026**
2. **Endorse the RADF Committee's recommendation to approve the following applications from:**
 - **Blackall Cultural Association for the Brolga Wire Sculptures Workshop \$4,728.00 (gst ex)**
 - **Tambo Arts Council for the Restoration of Historic Furniture Workshop \$3,903.00 (gst ex)**
 - **Blackall Cultural Association for Build a Bedhead/Lampshade Workshops \$3,500.00 (gst ex)**

GM 2026/06/714**Carried 5/0**

At this point, 9.44 am, Cr Andrew Martin returned to the meeting and resumed the Chair.
At this point, 9.44 am, Cr David Hardie returned to the meeting.

ITEM NO:**7.2.1****SUBJECT TITLE:****Review of Procurement and Disposal Policy**

The Procurement and Disposal Policy has been revised and updated to reflect current practices.

MOTION: Moved: Cr Grahame Schluter**Seconded: Cr David Hardie****That Council adopt the revised Procurement and Disposal Policy.****GM 2026/06/715****Carried 7/0****ITEM NO:****7.2.2****SUBJECT TITLE:****Decision Report - DA26-2025-2026, 35 William Street Tambo - Lot 18 on T1508**

The Applicant, Blackall-Tambo Regional Council C/- Murray & Associates (QLD) Pty Ltd, seeks a Development Permit for a Material Change of Use for Outdoor Sport & Recreation (Netball Court) over land at 35 William Street, Tambo, formally described as Lot 18 on T1508. The subject site contains the Tambo Aquatic Centre and is adjacent to the Tambo Bowls Club.

The proposal involves the addition of a covered netball court. The netball court will be covered by a roof and will be located at the rear of the Tambo Aquatic Centre.

Under the *Blackall-Tambo Region Planning Scheme 2020* (the Planning Scheme), the subject site is in the Township Zone. The defined use that has been applied for, being 'Outdoor Sport & Recreation', is subject to Impact Assessment in the Township Zone.

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Based on an assessment of the proposal in accordance with the Impact Assessment process articulated in the *Planning Act 2016*, this decision report recommends approval of the development application, subject to the conditions stated herein.

MOTION: Moved: Cr Grahame Schluter Seconded: Cr Jane Scobie

That Blackall-Tambo Regional Council approves the application for a Development Permit for a Material Change of Use for Outdoor Sport & Recreation (Netball Court) over land at 35 William Street, Tambo, formally described as Lot 18 on T1508, subject to the following conditions:

1.0 PARAMETERS OF APPROVAL

- 1.1 The Developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor or invitee of the Developer at all times unless otherwise stated.**
- 1.2 Where these conditions refer to "Council" in relation to requiring Council to approve or be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by Council.**
- 1.3 All conditions, works, or requirements of this development approval must be undertaken and completed prior to commencement of the use and to Council's satisfaction, unless otherwise stated in a development condition.**
- 1.4 The cost of all works associated with the construction of the development including services, facilities and/or public utility alterations required are met at no cost to the Council or relevant utility provider, unless otherwise stated in a development condition.**
- 1.5 The developer is required to have repaired any damage to existing infrastructure that may have occurred during any works carried out for the development. To the extent the damage is deemed to create a hazard to the community, it must be repaired immediately.**
- 1.6 Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.**

2.0 APPROVED PLANS AND DOCUMENTS

2.1 The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:

Plan/Document Name	Plan/Document Number	Revision Number	Date
Layout Plan	240188-3/02	A	14/03/2025
Ground Floor Plan	MURW01-3076 Page 1/4	B	14/04/2026 (Received date)
Ground Floor Plan and Section	MURW01-3076 Page 2/4	B	14/04/2026 (Received date)

Elevations	MURW01-3076 Page 3/4	B	14/04/2026 (Received date)
Elevations	MURW01-3076 Page 4/4	B	14/04/2026 (Received date)

- 2.2** Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.
- 3.0 ROOF AND ALLOTMENT DRAINAGE**
- 3.1** Discharge of all roof and allotment drainage such that it does not restrict, impair or change the natural flow of runoff water or cause a nuisance to adjoining properties or infrastructure from the pre to the post-development condition.
- 4.0 STORMWATER WORKS**
- 4.1** Undertake the development such that all stormwater, except for rainwater captured on-site in rainwater tanks, is to be drained from the site to a lawful point of discharge and carried without causing annoyance or nuisance to any person or property. All works must be designed, constructed and maintained in accordance with the *Queensland Urban Drainage Manual*.
- 5.0 ENVIRONMENTAL HEALTH**
- 5.1** Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, dust, vibration, odour, fumes, smoke, vapour, steam, soot, wastewater, waste products, oil or otherwise.
- 5.2** In accordance with the Environmental Protection (Waste Management) Regulations, all waste storage areas must be kept in a clean, tidy condition, and sufficient waste containers and services are to be provided to cater for the containment and removal of all waste generated on the site. Waste must be removed to a lawful landfill.
- 6.0 ASSET MANAGEMENT**
- 6.1** Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.
- 7.0 CONSTRUCTION ACTIVITIES**
- 7.1** All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site, unless otherwise approved in writing by Council.
- 7.2** Construction activity and noise must be limited to the hours of 06:30 to 18:30 Monday to Saturday, with no work to occur on Sundays or public holidays.

ADVISORY NOTES

- A. Prior to commencing any construction activities, the applicant/developer will be required to obtain further development permits for building work, and plumbing and drainage work, and potentially for operational work, as required under relevant legislation for this work.**
- B. This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements. Any provisions contained in this approval relating to the enforcement of any of the conditions shall be in addition to all other rights, powers and privileges that the Council may possess or obtain, and nothing contained in these conditions shall be construed so as to prejudice, affect or otherwise derogate or limit these rights, powers and privileges of the Council.**
- C. General environmental duty under the Environmental Protection Act 1994 and subordinate legislation prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.**
- D. This development approval does not authorise any activity that may harm Aboriginal cultural heritage. It is advised that under section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the “cultural heritage duty of care”).**

GM 2026/06/716**Carried 7/0****ITEM NO:****8.1.1****SUBJECT TITLE:****Director of Lifestyle and Community Services
Report for May**

The Director of Lifestyle and Community Services Operations report for May is presented to Council. The report includes Blackall Aerodrome; Libraries; Blackall Neighbourhood Centre Program (Hub); Youth, Sport and Recreation; Tambo Lifestyle & Community Services (Hub); Tourism, Small Business, Communication and Media; Grasslands Gallery and Tambo Heritage Precinct.

MOTION: Moved: Cr Jane Scobie**Seconded: Cr Grahame Schluter**

That Council receive the Director of Lifestyle and Community Services report for May 2026.

GM 2026/06/717**Carried 7/0****ITEM NO:****8.2.1****SUBJECT TITLE:****Organisational Performance Monthly Report for
May**

This report provides Council with an update for the Organisational Performance Department which includes an Executive Summary, the Blackall and Tambo Aquatic Centre Reports, Facility bookings, Snap Send Solve, Work Camp applications, Community Bus bookings, miscellaneous activities and outcomes.

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MOTION: Moved: Cr Grahame Schluter Seconded: Cr David Hardie**That Council receives the Organisational Performance report for May.****GM 2026/06/718****Carried 7/0**

At this point, 9.55 am, Cr Jane Scobie left the meeting.

At this point, 9.56 am, Cr Jane Scobie returned to the meeting.

ITEM NO:**8.2.2****SUBJECT TITLE:****People, Culture & Safety Report for May**

This report provides Council with an update of the People, Culture and Safety Department outcomes for May.

MOTION: Moved: Cr Jane Scobie**Seconded: Cr David Hardie****That the People, Culture and Safety Monthly Report for May be received and noted by Council.****GM 2026/06/719****Carried 7/0**

ITEM NO:**8.2.3****SUBJECT TITLE:****Town and Rural Services Report for May**

Overview of upkeep and maintenance of the townships of Blackall and Tambo.

MOTION: Moved: Cr Alina Hart**Seconded: Cr David Hardie****That Council receive the Town and Rural Services Report for May.****GM 2026/06/720****Carried 7/0**

At this point, 10.05 am, Cr Alina Hart, left the meeting.

At this point, 10.06 am, Cr Alina Hart returned to the meeting.

At this point, 10.09 am, Cr Boyd Johnstone left the meeting.

ITEM NO:**8.2.4****SUBJECT TITLE:****Roadworks Report for May**

The Road Works report for May is presented to Council.

MOTION: Moved: Cr Alina Hart**Seconded: Cr Grahame Schluter****That Council receive the Road Works report for May.****GM 2026/06/721****Carried 6/0**

At this point, 10.12 am, Cr Boyd Johnstone returned to the meeting.

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ITEM NO: 8.2.5
SUBJECT TITLE: Assets and Major Projects Report for May

The update on projects is provided to Council.

MOTION: Moved: Cr David Hardie Seconded: Cr Grahame Schluter

That Council receive the Assets and Major Projects Report for May.

GM 2026/06/722

Carried 7/0

ITEM NO: 8.2.6
SUBJECT TITLE: Manager Environment, Health and Compliance Report for May

The roles in relation to land management in Blackall is in discussion and the water audit was managed well by all involved.

MOTION: Moved: Cr Alina Hart Seconded: Cr David Hardie

That the Environment, Health and Compliance May report be received.

GM 2026/06/723

Carried 7/0

ITEM NO: 8.2.7
SUBJECT TITLE: Planning and Development Report for May

The Planning and Development Report provides a summary of building applications, planning and development activities in the Blackall-Tambo Regional Council area.

MOTION: Moved: Cr Boyd Johnstone Seconded: Cr Peter Skewes OAM

That Council receives the Planning and Development Report for May.

GM 2026/06/724

Carried 7/0

CLOSURE:

There being no further business to consider, the Mayor declared the Meeting closed at 10.28 am.

CONFIRMATION OF MINUTES:

Confirmed by Council as a true and correct record at the General Meeting held on 15 July 2026.

Signed.....Mayor

That the minutes of the Budget Meeting held on 17 June 2026 be taken as read and confirmed, and that the Mayor be authorised to sign same.



**MINUTES OF THE BUDGET MEETING OF
BLACKALL-TAMBO REGIONAL COUNCIL
HELD AT THE BLACKALL COUNCIL CHAMBERS
ON WEDNESDAY 17 JUNE 2026 at 8:00 AM**

PRESENT:

Councillors: Cr AL Martin (Mayor), Cr DA Hardie, Cr JH Scobie, Cr BP Johnstone, Cr GK Schluter, Cr AA Hart, Cr PW Skewes OAM

OFFICERS:

Mr Mike Lollback, Chief Executive Officer, Mr Shalveen Dayal, Chief Financial Officer, Ms Jaimee-Lee Prow, Director of Lifestyle and Community, Mr Greg Nicholls, Group Manager Town and Rural Services, Mr Matthew Richardson, Group Manager of Road Works, Mrs Andrea Saunders, Interim Assets/Major Projects and Customer & Council Support Services Manager, Ms Rebecca Walsh, Administrative Support Officer, Ms Piper Hansen, Lifestyle and Community Services Officer, Minute Taker.

DECLARATIONS OF INTEREST:

Nil

ITEM NO:

1.1

SUBJECT TITLE:

Chief Executive Officer's Budget Report

The budget is a statutory document that is adopted each financial year as part of Council's financial management. The content of the budget is provided in accordance with section 169 of the *Local Government Regulation 2012*.

MOTION: Moved: Cr David Hardie

Seconded: Cr Jane Scobie

That Council receive the Chief Executive Officer's Budget Report.

BM 2026/06/679

Carried 7/0

ITEM NO:

2.1.1

SUBJECT TITLE:

General Rates

The 2026-2027 Budget Document includes the Revenue Statement which is based on the principles of the Revenue Policy and Councillors are being asked to consider setting general rates for the 2026-2027 financial year.

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Blackall-Tambo Regional Council

MOTION: Moved: Cr Boyd Johnstone Seconded: Cr David Hardie**That the general rate be set for the budget year 2026-2027 as follows: -****The rating categories are:**

		Cents in the Dollar
Category 1	Residential	04.3780
Category 8	Blackall Town CBD <0.3000ha	13.7388
Category 10	Blackall Town CBD >0.3000ha	17.9968
Category 11	Commercial Other	06.9844
Category 14	Communication Sites	06.6484
Category 15	Industrial	02.2218
Category 21	Rural Properties	00.3059
Category 22	Town Rural under 100ha	00.6900
Category 23	Town Rural 100 – 500ha	00.3312

BM 2026/06/680**Carried 7/0**

ITEM NO: 2.1.2
SUBJECT TITLE: Minimum General Rates

The 2026-2027 Budget Document includes the Revenue Statement which is based on the principles of the Revenue Policy and Councillors are being asked to consider levying minimum general rates for the 2026-2027 financial year.

MOTION: Moved: Cr Grahame Schluter Seconded: Cr Jane Scobie**That the Minimum General Rates be set as follows:**

Category 1	\$843.00
Category 8	\$909.00
Category 10	\$909.00
Category 11	\$909.00
Category 14	\$909.00
Category 15	\$909.00
Category 21	\$909.00
Category 22	\$909.00
Category 23	\$909.00

BM 2020/06/681**Carried 7/0**

ITEM NO: 2.1.3
SUBJECT TITLE: Sewerage Charges

Under section 94(1) (b) of the *Local Government Act 2009* Utility charges, a local government may levy utility charges. The Act defines utility charges as charges for a services, facility or activity including sewerage.

MOTION: Moved: Cr Alina Hart Seconded: Cr David Hardie

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That the following sewerage charges be set for the 2026-2027 budget year:

Blackall sewerage connected charge	\$725.30
Tambo community effluent processing – connected charge	\$725.30
Sewerage access charge	\$545.20
Additional (non-residential) pedestal charge – Blackall	\$300.00
Additional (non-residential) pedestal charge – Tambo	\$156.20

BM 2026/06/682**Carried 7/0**

ITEM NO: 2.1.4
SUBJECT TITLE: Water Charges

Under section 94(1) (b) of the *Local Government Act 2009* Utility charges, a local government may levy utility charges. The Act defines utility charges as charges for a service, facility or activity including water.

MOTION: Moved: Cr Grahame Schluter **Seconded:** Cr David Hardie

That the following water charges be set for the 2026-2027 budget year:

Water connected charge	\$725.30
Frames Lane water connected charge	\$847.90
Water access charge	\$496.70
Water other connected charge	\$121.10 per unit
Excess water	\$1.20 per kilolitre

BM 2026/06/683**Carried 7/0**

ITEM NO: 2.1.5
SUBJECT TITLE: Cleansing Charges

Under section 94(1) (b) of the *Local Government Act 2009* Utility charges, a local government may levy utility charges. The Act defines utility charges as charges for a service, facility or activity including waste management.

MOTION: Moved: Cr Grahame Schluter **Seconded:** Cr David Hardie

That the following waste collection and disposal charges be set for the 2026-2027 budget year:

Residential waste collection and disposal charge	\$292.50
Non-residential waste collection and disposal charge	\$292.50

BM 2026/06/684**Carried 7/0**

ITEM NO: 2.1.6
SUBJECT TITLE: Waste Management Charge

Under section 94(1) (b) of the *Local Government Act 2009* Utility charges, a local government may levy utility charges. The Act defines utility charges as charges for a service, facility or activity including waste management.

MOTION: Moved: Cr Peter Skewes OAM Seconded: Cr Alina Hart

That the following waste management charge be set for the 2026-2027 budget year:

Town rural waste management charge	\$73.80
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BM 2026/06/685 **Carried 7/0**

At this point, 8.13 am, Greg Nicholls, Group Manager Town and Rural Services joined the meeting.

At this point, 8.13 am, Matthew Richardson, Group Manager of Road Works joined the meeting.

ITEM NO: 2.1.7
SUBJECT TITLE: Discount on Rates

The 2026-2027 budget documents include the Revenue Statement which contains the terms and rate of discount applicable to rates and charges to be levied during the 2026-2027 financial year. Under section 130(1) of the *Local Government Regulation 2012* a local government may decide to allow a discount for payment of rates or charges before the end of the discount period and the local government must, by resolution, make the decision at its budget meeting.

MOTION: Moved: Cr Peter Skewes OAM Seconded: Cr David Hardie

That Council allow fifteen percent (15%) during the discount period of 30 days after the issue of the relevant rate notice on general rates levied by the Blackall-Tambo Regional Council during the 2026-2027 budget year.

BM 2026/06/686 **Carried 7/0**

ITEM NO: 2.1.8
SUBJECT TITLE: Interest on Arrears

The 2026-2027 budget documents include the Revenue Statement which provides for the application of interest for outstanding balances of rates and charges at the close of the discount period. Under section 132(1)(a) of the *Local Government Regulation 2012* interest is payable on overdue rates or charges from the day the rates and charges become overdue.

MOTION: Moved: Cr Grahame Schluter Seconded: Cr David Hardie

That interest at the percentage rate of 12.19% per annum be charged by the Blackall-Tambo Regional Council for the 2026-2027 financial year for rates and charges not paid by the due date for discount.

BM 2026/06/687 **Carried 7/0**

Minutes-Budget Meeting-17 June 2026

Blackall-Tambo Regional Council

ITEM NO: 2.1.9
SUBJECT TITLE: Pensioner Remission

The 2026-2027 budget documents include the Revenue Statement which provides for a Council Pensioner Rate Remission on general rates and service charges to be provided to eligible pensioners. Under section 123 of the *Local Government Regulation 2012* a local government may grant a rebate of rates or charges for land occupied only by pensioners.

MOTION: Moved: Cr Boyd Johnstone Seconded: Cr Jane Scobie

That those aged pensioners having a Commonwealth Government Concession Card be granted a remission of general rates and services charges up to a maximum of \$340.00 per annum for the 2026-2027 financial year under the same criteria as the State Government Pensioner Remission Scheme.

BM 2026/06/688

Carried 7/0

ITEM NO: 2.1.10
SUBJECT TITLE: Sponsorship, Grant Funding and In-Kind Support

Council invited local community organisations to apply for in-kind and support from Council for the 2026-2027 financial year. Sixty-three (63) applications were received from various community groups and the requests were considered during a budget workshop.

The 2026-2027 budget documents include the Revenue Statement which provides for Council to consider the remission of whole, or part of the general rate levied upon entities or organisations who meet the criteria detailed in section 120 of the *Local Government Regulation 2012*.

MOTION: Moved: Cr Jane Scobie Seconded: Cr David Hardie

That Council:

- 1. Adopt the sponsorship, grant funding, donations and the exemption of general rates to local organisations for the year ending 30 June 2027; and**
- 2. Adopt the Community Grants Program Policy (Financial & In-Kind).**

BM 2026/06/689

Carried 7/0

ITEM NO: 2.1.11
SUBJECT TITLE: Revenue Policy

The purpose of the Revenue Policy is to set out principles which will be used by Council during 2026-2027 for the making of rates and charges, the levying of rates, the recovery of rates and charges, concessions for rates and charges and cost recovery of fees and charges.

The *Local Government Regulation 2012*, section 193 states a local government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.

MOTION: Moved: Cr Peter Skewes OAM Seconded: Cr Grahame Schluter

That the Revenue Policy as presented be adopted.

BM 2026/06/690

Carried 7/0

ITEM NO:	2.1.12
SUBJECT TITLE:	Revenue Statement

The *Local Government Regulation 2012*, section 172 provides the guidelines on what must be stated in a local government's revenue statement. Council officers have reviewed and updated the Blackall-Tambo Regional Council Revenue Statement.

MOTION: Moved: Cr David Hardie **Seconded: Cr Boyd Johnstone**

That the Revenue Statement as presented be adopted.

BM 2026/06/691

Carried 7/0

ITEM NO: 2.1.13
SUBJECT TITLE: Debt Policy

The *Local Government Regulation 2012*, section 192 states a local government must prepare and adopt a debt policy for a financial year. Council officers have reviewed and updated the Blackall-Tambo Regional Council Debt Policy.

MOTION: Moved: Cr Boyd Johnstone Seconded: Cr Grahame Schluter

That the Debt Policy as presented be adopted.

BM 2026/06/692

Carried 7/0

ITEM NO: 2.1.14
SUBJECT TITLE: Operational Plan

In accordance with sections 174 and 175 of the *Local Government Regulation 2012* Council must prepare and adopt an annual operational plan for each financial year.

MOTION: Moved: Cr Jane Scobie **Seconded: Cr Grahame Schluter**

That the 2026-2027 Operational Plan as presented be adopted.

BM 2026/06/693

Carried 7/0

ITEM NO:	2.1.15
SUBJECT TITLE:	Fees and Charges 2026-27

The budget documents include a proposed Fees and Charges schedule for 2026-2027 and Council is being asked to consider adopting this schedule.

Minutes-Budget Meeting-17 June 2026

Blackall-Tambo Regional Council

MOTION: Moved: Cr David Hardie**Seconded: Cr Grahame Schluter****That the Fees and Charges for 2026-2027 as presented be adopted.****BM 2026/06/694****Carried 7/0****ITEM NO:****2.1.16****SUBJECT TITLE:****Financial Forecast (10 Year)**

A local government's long-term financial forecast is a forecast, covering a period of a least 10 years. Section 171 of the *Local Government Regulation 2012* provides the requirements for a long-term financial forecast.

MOTION: Moved: Cr Alina Hart**Seconded: Cr Jane Scobie****That the ten-year Financial Forecast as presented be adopted.****BM 2026/06/695****Carried 7/0****ITEM NO:****2.1.17****SUBJECT TITLE:****Income Statement**

Section 169 of the *Local Government Regulation 2012* stipulates that as part of a local government's budget each financial year an income statement must be prepared.

MOTION: Moved: Cr Grahame Schluter**Seconded: Cr Peter Skewes OAM****That the budget income statement for the year ending 30 June 2027 as presented be adopted.****BM 2026/06/696****Carried 7/0****ITEM NO:****2.1.18****SUBJECT TITLE:****Balance Sheet**

The budgeted balance sheet is a statement of the financial position for the budget year and forecast for the following two years.

MOTION: Moved: Cr Grahame Schluter**Seconded: Cr David Hardie****That the budgeted balance sheet for the year ending 30 June 2027 as presented be adopted.****BM 2026/06/697****Carried 7/0**

Minutes-Budget Meeting-17 June 2026

Blackall-Tambo Regional Council

ITEM NO: 2.1.19
SUBJECT TITLE: Statement of Changes in Equity

Section 169 of the *Local Government Regulation 2012* states a local government's budget for each financial year must include statements, including a changes in equity statement.

MOTION: Moved: Cr Grahame Schluter Seconded: Cr David Hardie

That the budgeted statement for changes in equity for the year ending 30 June 2027 as presented be adopted.

BM 2026/06/698

Carried 7/0

ITEM NO: 2.1.20
SUBJECT TITLE: Statement of Cash Flows

A statement of cash flow must be prepared and included in a budget for a local government as per the requirements in section 169(1)(b)(ii) of the *Local Government Regulation 2012*.

MOTION: Moved: Cr Boyd Johnstone Seconded: Cr Jane Scobie

That the budgeted statement of cash flows for the year ending 30 June 2027 as presented be adopted.

BM 2026/06/699

Carried 7/0

ITEM NO: 3.1
SUBJECT TITLE: Mayor's Budget Overview

The purpose of this report is for the Mayor to present an overview of the Blackall-Tambo Regional Council's 2026-2027 budget.

MOTION: Moved: Cr Andrew Martin Seconded: Cr David Hardie

That Council receive the Mayor's Report for the 2026-2027 budget.

BM 2026/06/700

Carried 7/0

ITEM NO: 3.2
SUBJECT TITLE: Adoption of the Budget

The 2026-2027 budget is presented for Councils consideration and has been prepared in line with section 169 of the *Local Government Regulation 2012*.

MOTION: Moved: Cr Grahame Schluter Seconded: Cr Boyd Johnstone

That Council adopts the budget for the 2026-2027 financial year as presented.

BM 2026/06/701

Carried 7/0

Minutes-Budget Meeting-17 June 2026

Blackall-Tambo Regional Council

CLOSURE:

There being no further business to consider, the Mayor declared the Meeting closed at 8.35 am.

CONFIRMATION OF MINUTES:

Confirmed by Council as a true and correct record at the General Meeting held on 15 July 2026.

Signed.....Mayor

Unconfirmed

OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 15 July 2026

ITEM NO:

3.1

SUBJECT TITLE:

Mayor's Information Report for June

AUTHOR AND OFFICERS TITLE:

Tiffany Chapman Administration Office All Rounder

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Information report from the Mayor for Council activities during the month of June.

Officer's Recommendation:**That Council receive the Mayor's report for June 2026.****Background**

TOPIC	ACTIVITY
Meetings	• June Budget Council Meeting • June General Council Meeting • LGAQ (Local Government Association of Queensland) Audit & Compliance Committee Meeting • LDMG (Local Disaster Management Group) Meeting • WQAC (Western Queensland Alliance of Councils) Leadership Group Meeting • LGAQ (Local Government Association of Queensland) Webinar with Minister Ann Leahy • LGAQ (Local Government Association of Queensland) Webinar with Minister Kristy McBain • Digital Connectivity Discussion • WQAC (Western Queensland Alliance of Council's) Session • Housing MO x RAPAD (Remote Planning and Development) Meeting • RAPAD (Remote Planning and Development) Board & Senator O'Sullivan Meeting • ALGA (Australian Local Government Association) Meeting • Watt MO & RAPAD (Remote Planning and Development) Meeting • RAPAD (Remote Planning and Development) Meeting
Events	• ALGA National General Assembly 2026, Canberra

Link to Corporate Plan

Organisational Performance & Financial Sustainability

Operational & Governance Excellence - Continue to develop and improve processes that deliver value and provide efficiencies for the community.

Operational & Governance Excellence - Advocate to all tiers of government and the services sector to prioritise investment and support services in our region to ensure the needs of our communities are fulfilled.

Operational & Governance Excellence - Ensure best practice in corporate governance.

Financial Strength, Infrastructure & Projects - Commit to keeping the communities informed about activities, performance and employing robust policies and procedures to ensure legislative compliance and organisational integrity.

Lifestyle & Community

Deliver effective community information, communication & education programs to encourage participation in Council business & to enhance the region's livability.

Encourage connection, resilience, equality & inclusion within community.

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 15 July 2026
ITEM NO: 3.2
SUBJECT TITLE: Material Personal Interest - QWool
AUTHOR AND OFFICERS TITLE: Andrea Saunders Group Manager of Corporate Services, Assets and Projects
AUTHORISING OFFICER: Mike Lollback (Chief Executive Officer)
CLASSIFICATION (if Confidential) N/A

Summary:

I, Mayor Martin, under section 150EE of the *Local Government Act 2009*, have a material personal interest in the QWool Pty Ltd project.

Officer's Recommendation:

That Council note Mayor Martin's Material Personal Interest in the QWool Pty Ltd project and understand that he will exclude himself from any meeting vote or discussion on the matter.

Background

I have previously advised council that I have a Prescribed Conflict of Interest in the Q Wool Project. On the 1 July 2026 the Local Government Act was amended to abolish both Prescribed and Declarable Conflicts of Interest, replaced with MATERIAL PERSONAL INTEREST, under Section 150EE and CONFLICT OF INTEREST under section 150EF.

After discussion with the Chief Executive Officer, under the provisions of the revised legislation, I have determined that under section 150EE of the *Local Government Act 2009*, that I, Councillor Andrew Martin, Mayor of the Blackall-Tambo Region, has a **material personal interest** in the QWool (Queensland Wool Processors) project by virtue of:

1. Being a current director of QWool Pty Ltd; and
2. Being a financial investor in QWool Pty Ltd.

In that regard, it could reasonable be determined that I, Councillor Andrew Martin "stands to gain a benefit or suffer a loss, either directly or indirectly, depending on the outcome of the consideration of the matter at a local government meeting" as defined in Section 150EE(1) of the LGA

Under the provisions of section 150EI, I will, in all matters regarding QWool Pty Ltd,

- (a) Inform the meeting of my material personal interest in the matter; and
- (b) Leave the place where the meeting is being held, including any area set aside for the public, and stay away from the place while the matter is discussed and voted on.

I am aware that any breach of these provisions may lead to a charge of Misconduct.

Link to Corporate Plan

Organisational Performance & Financial Sustainability
Operational & Governance Excellence - Ensure best practice in corporate governance.

Policy Implications

Councillor Code of Conduct Policy
Meeting Procedures (Standing Orders)

Budget and Resource Implications

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE:	Wednesday 15 July 2026
ITEM NO:	4.1
SUBJECT TITLE:	Councillors' Information Report for June
AUTHOR AND OFFICERS TITLE:	Tiffany Chapman, Administration Officer All Rounder
AUTHORISING OFFICER:	Mike Lollback, Chief Executive Officer
CLASSIFICATION (if Confidential)	N/A

Summary:

The report contains information from the Councillors for activities during the month of June.

Officer's Recommendation:

That Council receives the Councillors' report for June.

Background

The following information provides an overview of the Councillors of Blackall-Tambo Regional Council's activities for the month of June.

Councillor David Hardie

- 1st June – Discussed the Tambo truck wash down facility with CEO
- 6th June – Attended the Tambo Grassland Art Exhibition and Prize
- 8th June – Tambo resident enquiring about the Tambo wash down facility
- 11th June – Attended the Blackall State School mock job interviews as an interviewer
- 14th June – Attended the Tambo Sculpture in the Grass Exhibition
- 17th June – Council Meeting in Blackall
- 23rd – 25th June – Attended the Australian Local Government Association National General Assembly in Canberra
- 29th June – Attended the "Staying Independent as We Age" talk in Blackall

Councillor Alina Hart

- 3rd June – Attended VISiR RAPAD Power Grid meeting & stakeholder engagement in Brisbane as a member of the Regional Reference Group.
- 11th June – Assisted with mock interviews with senior students at the Blackall State School with Cr Johnstone and Cr Hardie.
- 14th June – Supported Sculptures in the Grass in Tambo. Congratulations to all the organising committee on a very successful inaugural event with fantastic entrants.
- 15th June – Attended Blackall State School assembly to accept certificate of thanks and speak, commending senior students on their professionalism and hard work for their mock interviews.
- 15th June – Attended CAN meeting at Blackall hospital, including organising for youth leaders to attend.
- 17th June – Attended May Ordinary Council meeting and Budget meeting.
- 25th June – Prepared a report presented at Youth Council meeting regarding Bark Park progress and update.

Councillor Grahame Schluter

- 10th June - Attended NDIS State Government funded talks at Blackall Hub
- 14th June – Supported Sculptures in the Grass in Tambo
- 17th June – Attended Council Meeting & Adoption 2026-2027 Budget Blackall

Councillor Boyd Johnstone

- 9th June - Attended the Blackall State School P&C Meeting
- 11th June – Attended the Blackall State School mock interview session for their high school students
- 12th June – Attended the Dying to Know (advanced Care Planning) Luncheon
- 13th June – Attended the Black Stump Bonanza
- 16th June – Attended the Blackall State School 150 year anniversary meeting
- 17th June – Attended the monthly BTRC Meeting
- 23rd – 25th June – Attended the Australian Local Government Association National General Assembly in Canberra

Link to Corporate Plan

Not Applicable

Policy Implications

Nil

Budget and Resource Implication

Nil

OFFICER REPORTS

COUNCIL MEETING DATE:	Wednesday 15 July 2026
ITEM NO:	4.2
SUBJECT TITLE:	Australian Local Government Association Report
AUTHOR AND OFFICERS TITLE:	Tiffany Chapman, Administration Officer All Rounder
AUTHORISING OFFICER:	Mike Lollback, Chief Executive Officer
CLASSIFICATION (if Confidential)	N/A

Summary:

Councillor Hardie along with Mayor Andrew Martin, Councillor Boyd Johnstone and CEO Mike Lollback attended the Australian Local Government Association National General Assembly in Canberra on the 22nd to the 25th June.

Officer's Recommendation:

That Council receives Councillor Hardie's Australian Local Government Association National General Assembly Report.

Background

From the 22 June to the 25 June Mayor Martin, Cr Johnstone and CEO, Mike Lollback joined me in Canberra for the National General Assembly of Local Governments, part of the Annual Conference of the Australian Local Government Association. There are 538 Councils throughout Australia as members. There were 500 Councils attending this year, a small decrease from last year.

Halving of value of Federal Assistance Grants as a share of taxation over the past 30 years from 1% in 1996 to just 0.49% in 2026-27 increases the urgency for local government to call for fairer funding. Local Government delivers the services, and infrastructure communities rely on every day, but the financial pressures are becoming harder to absorb. This is not a new concern, and it's not confined to one part of Australia. Councils in cities, regional centres and rural communities and remote areas are all feeling the effects of cost shifting, ageing infrastructure, disaster impacts and growing demand for local services.

The delegates called on the Commonwealth Government to provide fairer funding to keep delivering for Australian Communities and return to a 1% of taxation value to local governments through Federal Assistance Grants.

The local government are the closest to the community and when in need, the community looks towards the Local Governments for assistance in the first hand. Then followed by the State and Federal Government funding. The Councils understand what the community needs and sets out priorities.



The Queensland Delegation at the Annual General Assembly of Local Governments, 2026

A variety of speakers presented on the first day, including the Minister of Emergency Management, Minister for Regional Development, Local Government and Territories, The Hon Kristy McBain MP spoke about new housing being built throughout Australia. Unfortunately, the Minister acknowledged that there is a large gap between what is required and what is presently being built. Nothing new here!

Simon Kuestenmacher, the founder of the Demographics Group presented on demographic and global trends that are shaping Australia now and into the future. Simon discussed the following actions for regional towns like Blackall and Tambo to grow:

1. Focus on jobs and housing
2. What services are (or could be) provided in the town?
3. Connectivity regarding transport of people (Airport) and goods and services.
4. Amenities – What does the local town have to offer?
5. Risk – What areas of the town are uninsurable?

Simon discussed what is happening to our regional population regarding mental health. The biggest group of people in a regional town suffering from mental health issues are the 18 – 20-year age group or approximately 11% of regional Australia.

As a local Council, we are the first to see these issues and it is up to us to inform the next level of Government. For a local government like us, we need to encourage sporting clubs to grow and prosper in our district and region. These activities allow our district to improve overall and not fall away into a lesser community with very little activities to participate in. In a nutshell, having a positive lifestyle within the community will go a long way to developing our community further.

We heard also from Andrew Smith, the Mayor of the Western Downs Regional Council based in Dalby. The topic was on “Renewable Transition” with the shire area. The Council and State Government oversees around \$6 Billion Dollars of investment in the coal seam gas industry within their region. These are opportunities and threats within this Council area but remains confident of the future. The Shire Council has no debt because of the Renewables Transition. Success = Opportunities within the Western Downs region.

The topic of Financial Stability of Local Councils within Australia was raised.

Points of interest:

1. Unpaid rates rose 9.6% last year throughout the country
2. If arrears rise faster than your rates per year payable – this indicated severe trouble for a Council in future years.
3. If borrowing for a house, up to 40% of your gross wage goes into mortgage payments each month, severe pressure is put on your disposable income.
4. In regional areas the rate arrears were 12.8% and increasing.
5. The Brisbane City Council has 20% in rate arrears last year.
6. To overcome the non-payment of rates, Councils should consider attaching pre-payment slips sent with the rate notice.
7. The Blackall-Tambo Region was the third lowest Council in the State for Rate Arrears.

The Commonwealth Government offers a range of competitive grants. You should not expect to be successful in obtaining a complete grant unless you focus on:

1. How does the grant advance the Commonwealth Governments policies?
2. Ensure you provide evidence of the outcomes you are looking to achieve.
3. Focus on those policies of the federal government that will be achieved

Abestos and Silica in Australia

1. 4000 people die each year of the disease - more than the total car deaths in Australia each year.
2. Laos in SE Asia is the biggest user of Silica in the world.

3. For each dollar spent on removing asbestos gives back \$2 in better health outcomes within the community.
4. The Residential Asbestos Heat Map for a Council allows for the identification of the highest risk and to start somewhere to remove the dangerous product in your community.

Link to Corporate Plan

Not Applicable

Policy Implications

Nil

Budget and Resource Implication

Nil

OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 15 July 2026

ITEM NO:

5.1

SUBJECT TITLE:

Chief Executive Officer's June Report to Council

AUTHOR AND OFFICERS TITLE:

Sesilia Poutney Administration Office All Rounder

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The report from the Chief Executive Officer is to update Council on matters that do not require a separate or comprehensive report for consideration but emerge as issue of interest to Council and the broader community and may include matters that are beyond the end of the previous month.

Officer's Recommendation:

That Council receives the Chief Executive Officer's Information Report for June.

National General Assembly for Local Government- 2026 Australian Local Government Association Annual Conference.

Background:

Mayor Martin, Deputy Mayor Hardie and Councillor Johnstone joined me in Canberra for the 2026 National General Assembly of Local Government, run consecutively with the 2026 Australian Local Government Association Annual Conference.

The Deputy Mayor, David Hardie will present a report to council on the Conference in today's agenda.



Mayor Martin, Councillor Johnstone and Deputy Mayor Hardie with the Speaker of the House of Representatives the Hon Milton Dick MP at Parliament House, Canberra.

In all 243 notices of motion were considered by delegates at the conference over the three days. I thank our councillors for their attendance. It provides us an opportunity to look across the country at policy and programs that may be successful in the Blackall-Tambo Region.

Legislative Changes

Some important changes to the *Local Government Act 2009*, the *Local Government Electoral Act, 2011* and the *Right to information Act, 2009* (and associated regulations) came into force from the 1 July 2026.

The amendments are designed to:

- Empower mayors to be the official spokesperson of their councils
- Streamline council operations by removing unnecessary red tape
- Improve transparency through a simplified councillor conflicts of interest and register of interest's framework.
- Refocus the councillor conduct framework to better address serious misconduct and remove the process for councillors sitting in judgement of their peers
- Provide certainty by clarifying remuneration, leaves of absence and vacancies of the office and eligibility for elected members
- Protect the privacy and safety of election participants by removing the requirement to publicly disclose residential addresses.

The department of local government will visit local councils during August and September to deliver information sessions to Councillors and key staff on the changes.

Engineering Costs

Council and the community will be pleased to know that council has achieved savings of over \$700,000 dollars over last year in engineering payments. In addition, the cost of Engineering has dropped to its lowest level in the past 6 years.

Engineering needs for council have not changed. We are still using our contract engineers as required. Using a standard engineering approach to many of our needs we have achieved some outstanding results. This will improve councils' financial position that will be reported in our annual report and means we have more money available for community focused activities.

I thank the team at LACKON engineering for this outstanding result and particularly mention Alison Lamb, Shalveen Dayal and Matthew Richardson for their collective work in making this new situation work.

Register of Interests

Councillors are reminded that in accordance with Local Government Regulation that registerers of interest must be updated within 30 days of the end of the financial year.

Link to Corporate Plan

Not Applicable

Consultation (internal/external)

Chief Executive Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 15 July 2026

ITEM NO:

6.1

SUBJECT TITLE:

Operational Plan Quarterly Report - Fourth Quarter 2025-2026

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Group Manager of Corporate Services, Assets and Projects

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

A quarterly report on the Operational Plan provides advice to the Mayor and the Councillors of progress Fourth Quarter (1 April to 30 June) towards delivering actions in the Operational Plan 2025-2026.

Officer's Recommendation:

That Council receive the Operational Plan Quarterly Report for the Fourth Quarter of 2025-2026 in accordance with Section 174 of the *Local Government Regulation 2012*.

Background

Section 174 of the *Local Government Regulation 2012* requires that a written assessment of the local government's progress towards implementing the annual operational plan is presented at meetings of the local government held at regular intervals or not more than three months.

The Operational Plan Quarterly Report – Fourth Quarter details Blackall-Tambo Regional Council's performance in delivering actions in the annual Operational Plan 2025-2026, as of 30 June 2026.

Performance against targets is reported as being:  Not scheduled to commence,  On time, on budget, in progress,  Some project concerns,  Major project concerns,  Completed or  Deferred.

Council will note that the vast majority of projects have been completed or are underway, due for finalisation in the 2026-27 financial year. Several matters emerge that require some explanation.

- **(Item1. 3) Blackall Wool Scour Project (Q Wool).** Due to several requests for assistance from SARA to QWool the project slowed. As of the 1 July QWool has provided the information required by SARA and it is anticipated that contracts for the sale of land will be delivered to QWool in the coming weeks.
- **(Item2.1) Waste Management.** Council has been unsuccessful in its grant application for the upgrades to the Blackall Waste Depot. Despite that, work will be undertaken during the 2026/27 period to upgrade and improve the site. Council will continue to work with RAPAD to seek a viable, cost-effective solution to the recycling needs of the broader Central West.
- **(Item 2.3) Tambo Dam.** Initial engineering assessment completed with good results. A final report from a hydrological engineer is underway to determine the integrity of the dam walls. Once completed a landscape architect will be engaged to develop a master plan. This will include community consultation.

- **(Item 3.2) Plant Fleet Program.** The delivery of the new Garbage Truck and several Utes have been delayed by the suppliers, and it is anticipated they will arrive by Q2 this financial year.
- **(Item 3.10) The Historic Signage in Blackall and Tambo** continues. Plinths for historic markers have arrived and the final landscape architecture is underway. Work continues with both the Blackall and Tambo Historic Societies. A sample of the perforated metal signage was installed at the Tambo Cemetery.
- **(Item 3.13) Cemeteries and memorials:** Significant works were completed at both Blackall and Tambo. The complexity of the need to relocate a number of “unmarked graves” in Blackall has stalled the project at 80% complete. The 2026/27 operational plan includes funding for the work to be fully completed. Drainage work has been undertaken in Blackall and new bitumen to the roadway is scheduled for the coming weeks.
- **(Item 3.16) The Tambo Pool Heating** emerged as a “major concern” during the last reporting period as amount of the solar array was grossly underestimated. The need to install a second filtration system was not anticipated by the previous council. Council will be aware that in the 2026/27 budget additional funds have been brought to the carry over amount to ensure the heating will be installed during this financial year.
- **(Item 4.8) Tambo ISP.** The collapse of the previous provider, FSG, was not anticipated when this operational plan was adopted. Whilst significant work has been undertaken by the new provider MarchNet, the project will be finalised when the new NBN low orbital satellites are operational as per the presentation by NBN to the Ordinary Meeting on the 20 May 2026.

Link to Corporate Plan

Organisational Performance & Financial Sustainability

Operational & Governance Excellence - Ensure best practice in corporate governance.

Financial Strength, Infrastructure & Projects - Commit to maintaining strong asset management, and fiscal sustainability.

Financial Strength, Infrastructure & Projects - Commit to keeping the communities informed about activities, performance and employing robust policies and procedures to ensure legislative compliance and organisational integrity.

Consultation (internal/external)

Chief Executive Officer

Chief Financial Officer

Director of Lifestyle and Community

Director Organisational Performance

Interim Assets/Major Projects and Customer & Council Support Services Manager

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	Compliant with Section 174 of the <i>Local Government Regulation 2012</i> .	Low
People	Low	Nil	Low
Operational	Medium	Measuring performance against budgeting and monitoring.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Sharing information is beneficial to key stakeholders.	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

There is no adverse risk to Council in receiving the quarterly report for the review of the 2025-2026 Operational Plan.

Human Rights Impact

Section 4(b) of the *Human Rights Act 2019* (the Act) requires public entities to act and make decisions in a way compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:	
1. Recognition and equality before the law	2. Right to life
3. Protection from torture and cruel, inhuman or degrading treatment	4. Freedom from forced work
5. Freedom of movement	6. Freedom of thought, conscience, religion and belief
7. Freedom of expression	8. Peaceful assembly and freedom of association
9. Taking part in public life	10. Property rights
11. Privacy and reputation	12. Protection of families and children
13. Cultural rights – generally	14. Cultural rights – Aboriginal peoples and Torres Strait Islander peoples
15. Right to liberty and security of person	16. Humane treatment when deprived of liberty
17. Fair hearing	18. Rights in criminal proceedings
19. Children in the criminal process	20. Right not to be tried or punished more than once
21. Retrospective criminal laws	22. Right to education
23. Right to health services	

Consideration has been afforded with regard to the 23 human rights, and no human rights have been limited in the forming of the officer recommendation.

Attachments

1. 2025-2026 Operational Plan Q 4 [6.1.1 - 6 pages]



OPERATIONAL PLAN 2025-2026

Ref	Operational Program	Specific Project or success measure	Budget (\$)	Status	Progress(%)	Responsible Officer	Q 2 Update	Q 3 Update	Q 4 Update
VIBRANT COMMUNITIES AND ECONOMIC DEVELOPMENT									
1	Small Business Friendly Council/ Economic Development	1. Work with the Officer of the Small Business Commissioner and local businesses to enhance economic development. 2. Establish Quarterly Business Network Breakfasts. 3. Small Business/Volunteer Awards.	150,000		100%	Director of Lifestyle and Communities	1. Tourism & Small Business Officer recruitment fulfilled, commenced December 2025. 2. First Blackall Biz Bites completed. Next in Q3. 3. Small Business/Volunteer Awards scheduled for Q4.	1. Tourism & Small Business Officer has been attending Small Business Roundups monthly meetings (Queensland Small Business Commission). The Shop Front Renewal Program was released. 2. Next breakfast scheduled Q4. 3. Scheduled for 16th May 2026. Nominations to open late April.	Completed. Note: The Business Breakfasts have been proven to be more success as flexible varied functions across each quarter.
2	Blackall Airport/QANTAS	Staff training and accreditation for new and existing staff.	30,000		100%	Manager, Community Support Services	1. Staff completed 'Eagle3' Lift training December 2025. 2. Training new internal staff for ARO/Ramp to commence Q4.	1. All existing staff training completed. 2. Awaiting Qantas available courses for new staff.	All training for the period completed. Training is an ongoing requirement.
3	Blackall Wool Scour Project	Establish a beneficial enterprise for the "shovel ready" aspect of the proposed Qwool program	40,000		60%	CEO	The Q Wool Business case was received. Changes to Local Government Regulations regarding direct sales of valuable non current assets commenced mid December. It is anticipated the beneficial enterprise will be undertaken in Q4.	Sales exemption resolved by council. 56 Day legislatively required position finalised on the 20 March, 2026. Development Application Submitted by Q Wool for consideration. Sale of land to be undertaken during Q4.	The matter has slowed as a result of Qwool's engagement with SARA. Contract for land sale underway and anticipated to be completed in 2026-27 financial year.
4	Ram Park	Maintenance & Repairs on facility in line with WHS recommendations from 2024	10,000		100%	Director of Lifestyle and Communities	Completed	Completed	completed
5	Recreational Activities	Maintenance & revitalisation of key recreational spaces: 1. Blackall Aquatic Centre, 2. Playground Banks Park, 3. Dog Park, 4. Lighting Blackall Rodeo Arena	200,000		100%	Assets and Major Projects Manager	1. Blackall Aquatic Centre - Completed 2. Redesign of Banks Park commenced. 3. Dog Park - the amalgamation of the lots has been completed and the request for quote for fencing will be undertaken Q3. 4. Quote for lighting at Blackall Rodeo Arena will occur in Q3.	2. Banks Park to be deferred to 2026/27 financial year upon completion of new Cultural Precinct. 3. Irrigation installed, "Coming Soon" signs installed. Fencing to commence in Q4. Anticipated opening date June 2026. 4. Commences 7th April 2026.	All work scheduled for the 2025-26 financial year completed. Dog park works completed and due for opening Q1 2026-2027.
6	Tourism	Deliver Tourism & Economic Development in partnership with OQTA.	100,000		100%	Director of Lifestyle and Communities	1. Tourism & Small Business Officer recruitment fulfilled & commenced employment in December 2025. 2. 6 Month Strategic Master Plan completed and includes Tourism projects - Rebranding/Design of Tourism Guide and Seasonal Plan, Tourism Signage Audit etc. 3. Commenced meetings with Matilda Way Network and currently exploring viable & more effective partnerships for regional exposure.	1. Restoring networks with networks with OQTA. 2. New tourism guide is with the printers. Signage audit completed and staged upgrade scheduled. 3. Funding from multiple councils to be provided in Q4 (current budget approved allocation) to upgrade Matilda Way signage.	Completed and ongoing.
7	Community Development Activities	1. Outreach Family Wellbeing Activities, 2. Update Blue Light Van to support outreach & events, 3. Tambo MPC Social Garden Project	50,000		100%	Director of Lifestyle and Communities	1. Next Scrubby Creek Outreach planned for Q3. Continue to deliver vibrant & diverse activities & events to the region through the Neighbourhood Centre Program. 2. Awaiting confirmation from Warrego Signs regarding completion of Bluelight Van upgrade. 3. Quotes being finalised. Work to commence in Q4	1. Outreach to other community organisations including Lady Gowrie (Blackall). "Library on Wheels" project will commence with Retirement Village/Aged Care Facility in Q4. 2. New "wrap" to be installed by Warrego Signs in Q4. 3. Garden shelter complete. Garden beds completed with community involvement.	Blue Light Van wrap to be fitted in Q1 2026-2027. The Tambo Social Garden project is ongoing.

Ref	Operational Program	Specific Project or success measure	Budget (\$)	Status	Progress(%)	Responsible Officer	Q 2 Update	Q 3 Update	Q 4 Update
8	Community Hub	Upgrades to Community Hub Office Space/ Option to consider new premises	150,000		40%	Assets and Major Projects Manager	The office reorganisation is complete and the office is now in use for media and tourism staff. The Hub upgrade project has been scoped with quotes to be obtained in Q3.	Structural Engineers engaged.	Successful in grant for upgrades to the community centre. Work to be undertaken in Q1 and Q2 of 2026-2027 year.
9	Libraries	1.Outreach First 5 Forever/Playgroup, 2.Upgrade computers for Blackall Library, 3. Outside soft play area at the Hub + shade	40,000		100%	Director of Lifestyle and Communities	1. Next Scrubby Creek Outreach planned for Q3. Weekly First 5 Forever Programs continue in both Blackall and Tambo. Read Together, Grow Together' initiative launched (Families receive first book & Welcome to the Hub pack connecting to available support services in community). 2. Completed. 3. Incorporated in item 8.	1. "Library on Wheels" project underway. Expanded Sprouts and Seniors program (determined by State Library of Qld as a best practice model). Council supports the Outback Futures Peer Parent Playgroup weekly. 2. Computer upgrades completed. 3. Incorporated in item 8.	Completed as far as practicable. Some additional information regarding the future of the current community hub building is being assessed.
10	Aged Programs	Including Tea & Talks (Both Blackall & Tambo)	10,000		100%	Manager, Community Support Services	1. Tambo Tea & Talks continue Monthly 2. 'Cuppa for Dementia' Community event hosted by Blackall Hub & Youth Council November 2025. 3. Blackall Hub to launch regular 'Tea & Talk' initiative in Q3 as part of 'Nourish' pop up community kitchen project	1. Tambo Tea & Talks continue monthly 2. Monthly community kitchen (Get Forked program) conducted in Blackall will be conducted monthly.	Completed
11	Youth Development	Blackall-Tambo Youth Council 2025 Leadership Camp	40,000		100%	Director of Lifestyle and Communities	1. Leadership Development Camp successfully completed November 2025.	Completed	Completed
12	Sport and Recreation	Deliver Sport and Recreation Programs in the region	150,000		100%	Director of Lifestyle and Communities	1. Ongoing delivery of vibrant youth, sport and recreation activities and events in both Blackall and Tambo responsive to community needs, wants, and seasons.	1. Ongoing delivery of vibrant youth, sport and recreation activities and events in both Blackall and Tambo responsive to community needs, wants, and seasons. 2. Planning completed for Mega Sports Clinic to be conducted in June 2026.	The program is ongoing and is successful.
ENVIRONMENT AND HERITAGE									
1	Waste Management	1.Renovate and improve the Blackall Waste Facility. 2. Investigate recycling in both Blackall and Tambo, 3. Review Councils waste collection processes including vehicle use and instigation of transfer stations.	250,000		50%	Manager Environment, Health and Compliance	1. Grant application submitted to DESTRI via smarty grants for the installation of the transfer station and green waste processing section 2. Working with RAPAD investigating recycling on a regional basis. 3. New Garbage truck ordered but delivery delayed until late 2026.	No results on grant application received during Q3. The new land fill site - fencing has been constructed and new pit to be established in Q4.	Unsuccessful in grant application however, new pit has been installed and will commence operations in 2026-2027 financial year. Recycling in Central Western Queensland remains an issue with RAPAD.
2	Public Health	1. Community education. 2. Training opportunities in public health for small business operators	20,000		100%	Manager Environment, Health and Compliance	Small business training (Safe Food Handling) has been developed as a continuous training program for new and existing businesses. The training is also for enhancing existing staff knowledge. This training supports business operators to comply with the food handling legislative requirements. This is now continuous for delivery as identified or requested and is regularly promoted during inspections and in media.	Ongoing. Continued community information provided by media. Council responds to individual requests regarding food safety.	Ongoing. All scheduled works completed.

Ref	Operational Program	Specific Project or success measure	Budget (\$)	Status	Progress(%)	Responsible Officer	Q 2 Update	Q 3 Update	Q 4 Update
3	Tambo Dam	Feasibility Study into improvement into Tambo Dam and surrounds	50,000		70%	Director of Organisational Performance	Dam integrity test has been completed. Engineering costs are being obtained Q3 regarding structural plan for dam wall.	Inspection of Dam conducted by Lackon, waiting on structural integrity reports.	Matter has been given to a hydrological engineer to confirm the initial findings of Lackon. This project is in the 2026-2027 year.
4	Tambo Stock Yards	Improvements and dust mitigation	50,000		100%	Manager Environment Health and Compliance	Full operation for dust mitigation undertaken during the town common muster. Yards used for 3 days and no dust issues. Yards graded prior to use and watered with water tanker. This is now part of the normal operational procedure with the yard.	Completed	Completed
5	Water Reticulation	Water mains renewals and upgrades	250,000		100%	Group Manager Town and Rural Services	Repair of Bore Pump at Depot completed. Leaking valve replaced on Showgrounds Bore.	Completed	Completed
6	Sewerage Network	Sewer network renewals and upgrades	250,000		70%	Group Manager Town and Rural Services	A change to direction of funding given by the State Government announcement of funding for a new sewage treatment plant. Currently tendered for design, construct and project manage.	1. Water & Carbon Group (WCG) were the successful tenderer for the design and construction of the Blackall Sewerage Treatment Plant. The WCG Team have completed an initial site visit and held discussions with council. Current progress is in accordance with the agreed schedule. 2. Maintenance of town sewerage system ongoing and up to date.	Planning completed. Next scheduled site visit in Q1 2026-2027. Construction will commence in Q2 in accordance with the State funding. Total cost \$5M (State Government and Local Government funded).
ASSETS AND INFRASTRUCTURE									
1	Council Owned Housing	Renovate Council housing as per asset management plan	307,000		100%	Assets and Major Projects Manager	Contract has been awarded for four bathroom renovations in Blackall. General maintenance is ongoing.	Bathroom renovations in 4 residences commenced. Regular and maintenance on track.	Ongoing. All works for 2025-2026 completed.
2	Plant and Fleet Program	Plant replacements and additions (net)	3,535,000		80%	Chief Financial Officer	Purchases and committed orders is at 70% of budget. The Garbage truck delivery has been delayed to August 2026 due to truck supplier chassis build delay. Remaining tenders and committed orders are on track to be finalised in Q3.	Purchase orders for remaining budgeted items placed.	All orders placed by Council subject to dealer delivery dates, expected in Q1.
3	Blackall Cultural Precinct	1. Deliver stage 1. 2. Tender for Stage 2 (\$14,962,719 funded)	Stage 1 - \$6,000,000 (Council contribution \$2,750,000)		90%	CEO/Assets and Major Projects Manager	Shed delivery will occur in Q3. Contract awarded for demolition of Prince of Wales Hotel - demolished in Q3. Invitation of expressions of interest called for Stage 2 and six submissions received.	Stage 1 - completion in Q4. Stage 2 tenders opened to select contractors.	Stage 1 - Due for final completion by early August. Stage 2 - To commence August 2026 with Bridgeman Constructions and Lackon as Superintendents.
4	Blackall Sale Yards	1. Renovations to canteen - enclosure of front seating area, 2. Renewal of Ramp A and catwalk for Ramp A.	200,000		50%	Assets and Major Projects Manager	1. Renovations to canteen - contract awarded and work will commence in Q3. 2. Design and construct contract to be determined in Q3 with work to commence in Q4.	1. Canteen completed. 2. Design and construct tender to be finalised and released in Q4. Work will be undertaken in 2026/27 financial year with funds carried forward and is part of the Enforceable Undertaking.	Ramp A rolled to 2026-2027 year. This complies with the off-season of the operation of the Saleyards.
5	Blackall Tennis Courts	Stage 1 restoration and upgrades: Lighting and courts 1-4	450,000		100%	Assets and Major Projects Manager	Lighting to be installed Q3 - delayed by contractor from Q2. Resurfacing and line marking of courts 1 to 4 to be undertaken in Q4 (courts 5 & 6 determined as unplayable and will be consider in the 2026-2027 budget.)	Lighting commences 7 April 2026. Court upgrades and line marking completed in Q4.	Completed
6	Tambo Covered Netball Court Project	Site preparation	150,000		100%	Assets and Major Projects Manager	Delay by contractor due to geotechnical survey requiring a redesign slab. Work to commence Q3.	Site preparation completed and construction of netball courts underway (grant from Federal Government to Tambo Netball Assn). Construction being managed for the Netball Assn by Council.	Site preparation complete. Netball Court to be fully completed in Q1 2026-2027.

Ref	Operational Program	Specific Project or success measure	Budget (\$)	Status	Progress(%)	Responsible Officer	Q 2 Update	Q 3 Update	Q 4 Update
7	Communications Towers	UHF connectivity upgrades	50,000		100%	Director of Organisational Performance	Audit has been completed. Minor repairs to be undertaken on Mt Blunt in Q3. Caldervale requires significant rebuild that will be included in 2026-2027 budget.	Final report from Comtel received. Minor repairs will be undertaken on Mt Blunt and Barney's Bore during Q4. A suitable location to be determined for the tower at Caldervale. This project has been included in the 2026-2027 budget. The upgrade and repairs to the Blackall-Tambo region UHF CB Repeater towers will be a 3 year project.	All works for this year completed. Stage 2, community benefit upgrades included in Blackall-Tambo Enforceable Undertaking.
8	RMPC	Annual maintenance of National Highways and State controlled roads within the region contracted from TMR.	2,323,175		100%	Director Organisational Performance	Ongoing: * Slashing; * Rest area servicing (weekly) and * Poisoning of road sides * Culvert repair on Landsborough Highway * Pavement on the Landsborough Highway * Sign and guidepost repairs and replacement. * Percentage completed is consistent with previous years.	Ongoing: * Slashing; * Rest area servicing (weekly) and * Poisoning of road sides * Surface correction on Landsborough Highway, Jericho, Isisford, Augathella Roads. * Further pavement on the Landsborough Highway, Jericho, Isisford, Augathella Roads. * Sign and guidepost repairs and replacement (Isisford Road (signs), Jericho Road (guideposts)).	Work completed. New financial year contract in place.
9	R2R	Council road renewals and upgrades	1,293,358		100%	Director Organisational Performance/ Group Manager Roadworks	Update on Council road renewals and upgrades. Remaining projects to be allocated and completed in Q3 and Q4. Percentage completed is consistent with previous years.	Update on Council road renewals and upgrades. Town streets and rural roads reseals have commenced with prep works before reseals. Installation of footpath Shamrock Street at recharge area commence this month. Rehab work on Hospital Road programmed for May.	All works for 2025-2026 completed. This is an ongoing multi-year program that will continue into the 2026-2027 year.
10	Historic Street Signage (aligned with Shamrock and Arthur Street Landscaping	Historic Street Signage (stage 1), Shamrock and Arthur Street Landscaping (stage 1)	300,000		80%	Assets and Major Project Manager	Architecturals completed. Stage 1 to be completed by Q4. Consultation with architect and historical society for appropriate new historical signage has commenced but not yet finalised.	Travertine Plinths on order. Historic Society provided pictures and information on image screens for both Townships.	The plinths have arrived. All imagery provided by Historical Society and being formulated by the Landscape Architect. To be finalised in 2026-2027.
11	TIDS	Council road renewals and upgrades	400,000 (total) 200,000 (Council)		100%	Director Organisational Performance	Mount Playfair Road works to continue in Q3 and Q4.	Mount Playfair Road pave and seal project completed and next year's project submitted to TMR (Tumbar Road jump up pave and seal).	Completed
12	W4Q	1. Blackall Cultural Centre rectification. 2. Tambo Admin building repairs 3. Tambo Playground 4. Dahlia Larkspur drainage 5. Edward-Street Tambo Kerb, channel and footpath. 6. St Andrews Street footpath and extended road seal (west).	1,620,000		100%	Assets and Major Projects Manager/Road Manager	1. Completed 2. The project has been awarded and work will be undertaken in Q3 and Q4.. 3. Fencing and softfall is due to installation in early Q3. 4. Dahlia Larkspur drainage and Ticklebelly Gully is completed. 5. Contractor has commenced work due for completion in Q3. 6. Completed.	2. To be completed in Q4. 3. Playground equipment repainted by Work Camp. Soft fall completed. Fencing to be completed in April. 4. Completed (Ticklebelly Gully reinstated, efficiencies resulted in a lesser spend and funding reallocation to Cultural Precinct). 5. Completed. 6. Completed.	All projects are completed.
13	Cemeteries and Memorials	1. Preparation for new lawn cemetery - kerb and guttering and landscaping 2. Flood mitigation works. 3. Installation of 2 additional memorial walls and toilet block (Tambo)	150,000		80%	Assets and Major Projects Manager	1. LiDar imaging completed - there is a delay in commencing works until those results are fully actioned. Work will commence on the drainage and eastern kerb in Q 3.Gardens to be fully reestablished in Q3 and Q 4.	1. Work delayed for consideration of LiDar outcomes. 2. Flood Mitigation works to commence Q4. 3. Work at Tambo. Memorial wall completed and existing toilet block refurbished.	1. completed 2. completed. 3. will occur in 2026-27 in line with the results of the LiDar imaging.

Ref	Operational Program	Specific Project or success measure	Budget (\$)	Status	Progress(%)	Responsible Officer	Q 2 Update	Q 3 Update	Q 4 Update
14	Council Buildings (non residential)	1. Maintenance and upgrades prioritisation (as required)	502,500		100%	Assets and Major Projects Manager	1. Showgrounds Secretary Box completed. 2. Grassland Gallery - workshop flooring has been completed. Other works currently including new plumbers shed and Water testing lab, to be undertaken in Q3 and Q 4.	Work on Plumbers shed and Water testing lab to be completed in Q4.	All 2025-2026 work completed.
15	Airport Improvements	1. Disability access upgrades	Cost \$152,000 (Council \$76,000)		100%	Assets and Major Projects Manager	Work has been scoped. To be undertaken in Q4	Concrete widening at drop off point completed.	All works for 2025-2026 completed. Additional funded works to be completed in 2026-2027.
16	Tambo Swimming Pool Heating	Solar heating installation to Tambo Pool	100,000		10%	Director of Organisational Performance	Tenders to be called in Q3. Work to be completed during pool Winter closure.	Council received one tender only and therefore council has determined to re-open the tender. Initially costs appear much higher than anticipated and project may have to be staged over several years. Anticipate this year's funding to be carried forward to next financial year.	Tenders recalled. A revised budget included in the 2026-2027. Council actively seeking grants.
17	Swimming Pool Maintenance (excluding lease payments)	Ensure both Blackall and Tambo pools have the necessary equipment, chemicals and resources to continue maintaining excellence in water quality and infrastructure of each facility.	400,000		100%	Director of Organisational Performance	Both Blackall and Tambo Aquatic Centres are on track meeting the success measures and on budget.	Both Blackall and Tambo Aquatic Centres are on track meeting the success measures and on budget.	Business as usual.
GOVERNANCE									
1	Corporate Plan	Deliver the 2025-2030 Blackall-Tambo Regional Council Corporate Plan	20,000		100%	CEO/ELT	Delivered to the December Ordinary Meeting and now publicly available	Completed	Completed
2	Business Continuity	Development of a Business Continuity Plan	10,000		100%	Chief Financial Officer/Director Organisational Performance	To be completed in Q4.	To be completed in Q4.	Completed and going to the July 2026 meeting.
3	Disaster Management	1. Community education and disaster training. 2. Staff disaster training 3. Upgrades Blackall Chambers and Anteroom/Kitchenette for use as Local Disaster Coordination Centre (LDCC) (Grant dependant)	25,000		100%	Director of Organisational Performance	1. The Big Map was completed. 2. Staff training in Guardian and Disaster Management is completed. 3. Grant funding unsuccessful. Connectivity upgrades undertaken. Repainting completed. Additional grants will be sort. 4. Successful granted equipment provided for Sky Muster Satellite Service to be installed by Q4.	Completed	Completed
4	Financial Sustainability	Asset Sustainability Ratio Target of 90% (Capital renewals program performance - the extent to which infrastructure assets are renewed)	10,000		100%	Chief Financial Officer	Ongoing review of capital renewal projects undertaken monthly and significant projects prioritised.	Ongoing review of capital renewal projects undertaken monthly and significant projects prioritised. Awaiting payment on completed works.	The program included large grant funded projects that are carrying over to the 2026-2027 year. Council remains financial sustainability.
5	Plant and Equipment	Review all plant and fleet, including quarterly Plant reviews Investigate leasing as an option to purchase of identified plant and equipment	10,000		100%	Chief Financial Officer	Review in progress including plant profitability and replacement program in response to current position and forecasts.	Well advanced as part of the budgetary process. Investigating leasing options on some large equipment.	All surplus plant has been disposed of in June.

Ref	Operational Program	Specific Project or success measure	Budget (\$)	Status	Progress(%)	Responsible Officer	Q 2 Update	Q 3 Update	Q 4 Update
6	Workplace Health and Safety	1. Monthly reporting on Workplace Health and Safety Management System (WHSMS) Audit Recommendations from QLD Self-Insurance Audit Report 2 June 2023. 2. The establishment of a new and fit for purpose Work Health and Safety Management System.	50,000		100%	Director of Organisational Performance	1. A progress summary will continue to be included in each monthly report to council. 2. The new and fit for purpose Work Health and Safety Management System is now embedded within Council's Sharepoint system. All staff have been provided with training and documentation is continuing to be reviewed and uploaded.	Completed	Completed
7	Corporate Communications	1. Investigate Electronic Messaging System (Whisper or similar) 2. Continue Partnership with the Barcoo Independent	40,000		100%	Director of Lifestyle and Communities	1. "Twillo" selected as an integrated messaging the integrates with the Guardian Disaster Management Program. To be implemented in Q 3. 2. Council continues to support the printing of the newspaper weekly.	1. Twillo engaged and being commissioned and will be operational in Q4. 2. Partnership continues providing printing of newspaper	Twillo is online and will go live in Q1.
8	Tambo ISP	Review and update Tambo internet services - Council contribution	50,000		50%	Chief Financial Officer	FSG current contracts transitioned to MarchNet, negotiations currently underway to determine best upgrades for Tambo. Delays are expected as there are legal issues outside of council regarding the receivership of FSG.	MarchNet upgrading acquired infrastructure. Council is reviewing its existing service delivery arrangements. Varied options being considered.	Advanced in planning and awaiting implementation of new NBN low orbit satellites.

Status

- Not scheduled to commence
- On time, on budget, in progress
- Some project concerns
- Major project concerns
- Completed
- Deferred (CEO approval required)

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 15 July 2026

ITEM NO:

6.2

SUBJECT TITLE:

Child Safety and Wellbeing Policy

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Group Manager of Corporate Services, Assets and Projects

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The Child Safety and Wellbeing Policy has been drafted to support Council's commitment to the safety and wellbeing of all children and young people and aligns with the legislative requirements pursuant to the *Child Safe Organisations Act 2024*, which mandates that entities, including local government, adopt and implement a system for Child Safe Standards.

Officer's Recommendation:

That Council adopt the Child Safety and Wellbeing Policy.

Background

The *Child Safe Organisations Act 2024* (the Act) was assented to on 19 September 2024 as an Act to establish child safe standards and a reportable conduct scheme to promote and protect the rights, interest and wellbeing of children in Queensland.

Under section 13 of the Act a local government is considered an entity, and as such must have a system for child safety and wellbeing.

Section 30 of the Act requires the head of a reporting entity has in place-

- (a) A system for preventing the commission of reportable conduct by a worker of the entity in the course of performing work for the entity; and
- (b) A system for enabling any person, including a worker of the entity, to notify the head of the entity, to notify the head of the entity of a reportable allegations or reportable conviction relating to a worker of the entity of which the person becomes aware; and
- (c) A system for enabling any person, including a worker of the entity, to notify the commission of a reportable allegation or reportable conviction involving the head of the entity of which the person becomes aware; and
- (d) A system for investigating and responding to a reportable allegation or reportable conviction relating to a worker of the entity.

Under legislation, a system for a matter may include a policy.

The Policy is guided by the 10 Child Safe Standards:

- **Leadership and Culture** – Council will assign and monitor child safety responsibilities to build strong safety leadership and embed a culture of child protection.
- **Voice of Children** – Council will incorporate child-focussed children's rights information, in service delivery and incorporate child-friendly feedback opportunities where children feel safe, respected and are taken seriously.
- **Families and Communities** – Council will promote opportunities for families and the community to be involved and supported in child safety and wellbeing initiatives.

- **Equity and Diversity** – Council will ensure equity is upheld and diverse needs are respected, including the cultural rights and cultural safety of First Nations children.
- **People** – Council will ensure that our people working with children are suitable through screening, supervision and performance management processes, and are supported in the delivery services and facilities for children.
- **Complaints** – Council will incorporate child-focussed complaint processed to respond to complaints and concerns that are child focused.
- **Knowledge and Skills** – Council will provide training and support to equip our employees with the knowledge and skills to keep children safe.
- **Physical and Online Environments** – Council will assess and manage the physical and psychological risks to children in Council controlled environments.
- **Continuous Improvement** – Council will ensure that its implementation of the Child Safe Standards and the Universal Principle is regularly reviewed and improvement opportunities identified.
- **Policies and Procedures** – Council will embed child safety and wellbeing into Council's strategic and operational documents which govern the way our people plan and work.

In addition to the implementation of a system, a local government, as an entity, is required to report and investigate allegations of child abuse and misconduct by their workers. The Queensland Family and Child Commission's (QFCC) Reportable Conduct Scheme came into effect on 1 July 2026.

The Chief Executive Officer is required to:

- Investigate and report allegations of reportable conduct by Councillors, employees, volunteers and contractors of Council; and
- Notify the QFCC of the report within 3 business days
- Provide the QFCC with an interim report within 30 business days
- Provide the QFCC with a final report including the investigation findings as soon as practicable.

Council will promote and uphold the right to cultural safety for First Nations children ensuring practices are culturally safe, respectful and responsive. Council is committed to ensuring cultural safety for Aboriginal and Torres Strait Islander children and young people, as well as children from culturally and linguistically diverse backgrounds.

Council has a zero tolerance for any form of child abuse.

[Link to Corporate Plan](#)

Organisational Performance & Financial Sustainability

Operational & Governance Excellence - Ensure a safe and healthy environment for communities to live, work and play by providing a safe and healthy workplace where improvement, innovation and initiative are fostered and supported.

Operational & Governance Excellence - Continue to develop and improve processes that deliver value and provide efficiencies for the community.

Operational & Governance Excellence - Deliver assistance with support and excellence and understanding.

Operational & Governance Excellence - Ensure best practice in corporate governance.

Financial Strength, Infrastructure & Projects - Commit to keeping the communities informed about activities, performance and employing robust policies and procedures to ensure legislative compliance and organisational integrity.

Lifestyle & Community

Creating opportunities for our young people by providing innovative spaces and places for youth to aspire to learn, grow and thrive.

Encourage connection, resilience, equality & inclusion within community.

Consultation (internal/external)

Chief Executive Officer

Chief Financial Officer

Director of Lifestyle and Community

Director Organisational Performance

Group Manager of Corporate Services, Assets and Projects

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	The policy meets the requirements as per section 30 <i>Child Safe Organisations Act 2024</i> .	Low
People	Low	The Policy is explicit in Council's commitment to ensuring the safety of all children and young people.	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	The Policy meets all ethical requirements.	Low
Reputation	Low	The Policy publicly reinforces Council's zero tolerance for any form of child abuse.	Low
Leadership	Low	The Policy aligns with the goals as outlined in the 2026-2031 Corporate Plan	Low

Proposed Risk Treatment

There is no adverse risk to Council in the adoption of the Child Safety and Wellbeing Policy.

Human Rights Impact

Section 4(b) of the *Human Rights Act 2019* (the Act) requires public entities to act and make decisions in a way compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:	
1. Recognition and equality before the law	2. Right to life
3. Protection from torture and cruel, inhuman or degrading treatment	4. Freedom from forced work
5. Freedom of movement	6. Freedom of thought, conscience, religion and belief
7. Freedom of expression	8. Peaceful assembly and freedom of association
9. Taking part in public life	10. Property rights
11. Privacy and reputation	12. Protection of families and children
13. Cultural rights – generally	14. Cultural rights – Aboriginal peoples and Torres Strait Islander peoples
15. Right to liberty and security of person	16. Humane treatment when deprived of liberty
17. Fair hearing	18. Rights in criminal proceedings
19. Children in the criminal process	20. Right not to be tried or punished more than once
21. Retrospective criminal laws	22. Right to education
23. Right to health services	

Consideration has been afforded with regard to the 23 human rights and no human rights have been limited in the forming of the officer recommendation.

Attachments

1. Child Safety and Wellbeing Policy - Proposed [6.2.1 - 4 pages]



Blackall-Tambo Regional Council

Child Safety and Wellbeing Policy

Version Control	Changes	Date of Adoption/Review
Version 1.0	New policy	15/07/2026

1. Policy Statement

Blackall-Tambo Regional Council (BTRC) is committed to the safety and wellbeing of all children and young people. This policy outlines Council's commitment to creating and maintaining a child-safe environment that promotes safety, wellbeing and proactively work to keep Aboriginal and Torres Strait Islander children safe and connected to culture, family and community and be compliant with the *Child Safe Organisations Act 2024*.

2. Scope

This Policy applies to all employees, Councillors, volunteers and contractors of Council, who will support a safe environment in accordance with child safety requirements.

3. Statement of Commitment to Child Safety Standards

Blackall-Tambo Regional Council has a zero tolerance for any form of child abuse and is committed to embedding the ten Child Safe Standards and the Universal Principle as set out in the *Child Safe Organisations Act 2024*, as its framework for child safety and protection in the planning a delivery of its services and infrastructure.

Universal Principle

Council will include the Universal Principle in adopting and actioning the Child Safe Standards to promote and uphold the right to cultural safety for First Nations children, ensuring practices are culturally safe, respectful and responsive.

Child Safe Standards

Council will implement the 10 Child Safe Standards as set out below:

Leadership and Culture: Council will assign and monitor child safety responsibilities to build strong child safety leadership and embed a culture of child protection.

Policy Number: Stat 53	Effective Date: 15/07/2026 Review Date: 14/07/2030	Version: 1.0	Page 1 of 4
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Child Safety and Wellbeing Policy

Voice of Children: Council will incorporate child-focussed children's rights information, in service delivery and incorporate child-friendly feedback opportunities where children feel safe, respected and are taken seriously.

Families and Communities: Council will promote opportunities for families and the community to be involved and supported in child safety and wellbeing initiatives.

Equity and Diversity: Council will ensure equity is upheld and diverse needs are respected, including the cultural rights and cultural safety of First Nations children.

People: Council will ensure that our people working with children are suitable through screening, supervision and performance management processes, and are supported in the delivery of services and facilities for children.

Complaints: Council will incorporate child-focussed complaint processes to respond to complaints and concerns that are child focused.

Knowledge and Skills: Council will provide training and support to equip our employees with the knowledge and skills to keep children safe.

Physical and Online Environments: Council will assess and manage the physical and psychological risks to children in Council controlled environments.

Continuous Improvement: Council will ensure that its implementation of the Child Safe Standards and the Universal Principle is regularly reviewed and improvement opportunities identified.

Policies and Procedures: Council will embed child safety and wellbeing into Council's strategic and operational documents which govern the way our people plan and work.

4. Responsibilities

Council leaders are responsible for embedding child safety and the Universal Principle into organisational culture and governance.

Councillors, employees, volunteers and contractors are responsible for understanding and applying the principles of this policy in their work.

Councillors, employees, volunteers and contractors are responsible for ensuring Reportable Conduct is reported and managed.

5. Employment of New Personnel

Council undertakes a recruitment and selection process for all workers and volunteers that aims to:

- Promote and protect the safety of all children under the care of the organisation;
- Identify the safest and most suitable people who share Council's values and commitment to protect children; and
- Prevent a person from working with Council if they pose a risk to children.

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Child Safety and Wellbeing Policy

All identified persons must provide and retain a current "Working with Children" (Blue Card) and associated checks if working with children is a requirement of a particular role.

6. Cultural Safety

Cultural safety is the positive recognition and celebration of cultures and Council will acknowledge and respect the rights, culture and connection to Country of First Nations peoples. Council is committed to ensuring cultural safety for Aboriginal and Torres Strait Islander children and young people, as well as children from culturally and linguistically diverse backgrounds. This includes providing culturally appropriate services and engaging with communities to understand their unique needs.

7. Purpose

Council is committed to embedding the National Principles for Child Safe Organisations, including child safety being embedded in organisational leadership, governance and culture; children and young people being informed about their rights; and equity being upheld and diverse needs respected. Other aims of this policy are to:

- Protect children from exploitation and abuse;
- Work towards embedding an organisational culture of child safety;
- Ensure that all parties are aware of their responsibilities for identifying possible occasions for child abuse and for establishing controls and procedures for preventing such abuse and/or detecting such abuse when it occurs;
- Ensure that the 'best interests of the child' principle is always paramount, including the need to protect the child from harm, to protect their rights and to promote his or her development;
- Establish, maintain and uphold required standards of conduct and behaviour in all contact and dealings with children at all times;
- Ensure that, if there are reasonable grounds to suspect that a child or children are at risk of exploitation or abuse or have been abused, or abuse is disclosed, that correct reporting procedure is followed, and where practicable and available, follow up support is provided or arranged by BTRC;
- Ensure that BTRC staff and anyone in contact or working with children in connection with services and activities provided by BTRC are obliged to abide by laws relevant to child safety and child protection;
- Ensure that all cases of disclosed or suspected child exploitation and abuse are handled in a consistent, thorough and timely manner and in accordance with the requirements of relevant legislation.

8. Worker Interactions with Children

Social media use and online communication

Council staff, volunteers and contractors must never communicate privately with children online or on social media. Any necessary online communication should include the child's parent or carer in the correspondence.

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Child Safety and Wellbeing Policy

Photography and the use of images

Photos and videos of children can only be taken with the permission of parents or carers. Parents and carers must also provide approval of any images used on Council social media channels or other publications. It is unacceptable for staff, volunteers or contractors to take photos or videos of children, other than their own, on personal devices, or to share images without permission.

Physical contact

Physical contact with children should be kept at a minimum. Everyone involved in the organisation is expected to have healthy physical boundaries with children.

Gifts and benefits

Staff, volunteers and contractors must never give gifts to children, or bestow benefits of any kind to a child, unless they have direct permission from the child's parents or carers.

9. Complaint and Report Handling

All concerns or allegations involving children must be reported immediately to the Chief Executive Officer.

Council staff must report suspected abuse or risk of harm to appropriate external authorities in accordance with applicable legislation.

Where an allegation meets the definition of reportable conduct, Council will:

- Assess and manage risks to children as a priority
- Notify the Queensland Family and Child Commission (QFCC) within required timeframes
- Undertake or commission an appropriate investigation.

10. References and Related Documents

Child Protection Act 1999

Child Safe Organisations Act 2024

Criminal Code Act 1899

Working with Children (Risk Management and Screening) Act 2000

Working with Children (Risk Management and Screening) Regulation 2011

Human Rights Act 2019

Local Government Act 2009

Information Privacy Act 2009

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OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 15 July 2026

ITEM NO:**6.3****SUBJECT TITLE:****Adoption of Ex-Gratia Payments Policy**

AUTHOR AND OFFICERS TITLE:

Kaylene Carroll (Accountant)

AUTHORISING OFFICER:

Shalveen Dayal (Chief Financial Officer),

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The Ex-Gratia Payments Policy has been created in response to QAO recommendations during the 2025 Audit.

Officer's Recommendation:

That Council adopt the Ex-Gratia Payments Policy.

Background

In line with a QAO recommendation to implement appropriate policies and procedures that guides staff in relation to the circumstances when it is appropriate to negotiate separation payments over those contained in employment contracts.

This Policy allows ex-gratia payments to be determined on a case-by-case basis.

Link to Corporate Plan

Organisational Performance & Financial Sustainability

Operational & Governance Excellence - Ensure best practice in corporate governance.

Operational & Governance Excellence - Understand there are future implications for decisions made today.

Consultation (internal/external)

Chief Executive Officer

Chief Financial Officer

Accountant

Group Manager Customer and Council Support Services

Policy Implications

Ex-Gratia Payments Policy

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	The policy has been created to align with current procedure.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	The proposed policy enables the CEO to make reasonable and proportionate decisions in relation to special payments.	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Ethical	Low	The policy is consistent with the recommendations made by QAO	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Policy adoption ensures that Blackall-Tambo Regional Council is meeting legislative, efficiency and ethical requirements, including the organisation is able to meet the objectives in the Corporate Plan.

Human Rights Impact

Section 4(b) of the *Human Rights Act 2019* (the Act) requires public entities to act and make decisions in a way compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

Consideration has been afforded with regard to the 23 human rights and no human rights

In the decision-making process, Council is to consider the 23 human rights:	
1. Recognition and equality before the law	2. Right to life
3. Protection from torture and cruel, inhuman or degrading treatment	4. Freedom from forced work
5. Freedom of movement	6. Freedom of thought, conscience, religion and belief
7. Freedom of expression	8. Peaceful assembly and freedom of association
9. Taking part in public life	10. Property rights
11. Privacy and reputation	12. Protection of families and children
13. Cultural rights – generally	14. Cultural rights – Aboriginal peoples and Torres Strait Islander peoples
15. Right to liberty and security of person	16. Humane treatment when deprived of liberty
17. Fair hearing	18. Rights in criminal proceedings
19. Children in the criminal process	20. Right not to be tried or punished more than once
21. Retrospective criminal laws	22. Right to education
23. Right to health services	

have been limited in the forming of the officer recommendation.

Attachments

1. Ex Gratia Special Payments Policy [6.3.1 - 3 pages]



Blackall-Tambo Regional Council

Ex-Gratia Payments Policy

Version Control	Changes	Date of Adoption/Review
Version 1.0	New policy	15/07/2026

1. Policy Statement

Councils must ensure ex-gratia payments are appropriate, defensible and transparent. Council supports the use of alternative strategies to achieve a mutually agreeable outcome prior to considering progressing with an ex-gratia payment.

2. Purpose

An ex-gratia payment is a discretionary, voluntary payment made by Council without any legal or contractual obligation. Local governments occasionally make ex-gratia payments to third parties or in the case where there had been a termination of employment.

The purpose of this policy is to establish protocols for facilitating ex-gratia payments.

3. Definitions

CEO means the Chief Executive Officer of the Council. Appointment held under section 194 of the *Local Government Act 2009*. This includes any person acting in this position.

Council means Blackall-Tambo Regional Council.

Employee/s includes a person who carries out work in any capacity for Council (i.e. permanent employee, casual employee or contractor and subcontractor).

Ex-Gratia Payments means a discretionary payment, voluntary payment made by Council without any legal or contractual obligation. These payments are made as an act of goodwill and are not an admission of liability or wrongdoing by Council.

Termination of Employment means the end of an employee's work with Council whether this is initiated by the employee or employer and can occur for various reasons, including voluntary actions like resignation or retirement, as well as involuntary actions such as dismissals or layoffs.

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Ex-Gratia Payments Policy

4. Application

An ex-gratia payment offer can be used to resolve a legal disagreement with an employee or third party. Council is not obliged to offer an ex-gratia payment, rather they are a gesture of goodwill and is considered reasonable in all the circumstances.

Factors to consider when making an ex-gratia payment:

- The employee or third-party circumstances
- Whether the employee or third party suffers any actual or perceived loss
- Commercial considerations, including budget
- Reputational risks
- Legal risks
- The employee's salary/remuneration

5. Approval / Authorisation of Payments

Only with the CEO's approval can negotiations regarding ex-gratia payments occur and all payments must be signed off by the CEO.

The value of an ex-gratia payment must be reasonable and proportionate to the facts and circumstances of each matter.

If the ex-gratia payment related to the CEO or is outside the CEO's financial delegation, a Council resolution must be made to determine whether an ex-gratia payment is to be made and its value.

6. Process and Payment Amount

The decision to make an ex-gratia payment will be determined on a case-by-case basis and where applicable and appropriate, based on independent legal advice to ensure it is not setting a precedent.

The value of ex-gratia payments must be reasonable and proportionate to the facts and circumstances of each matter.

7. Confidentiality / Non-Disclosure Agreement

While Council must ensure ex-gratia payments are appropriate, defensible and transparent, there may be aspects of the payments that must be treated confidentially by both parties unless otherwise required by law.

Ex-gratia payments are sometimes made with non-disclosure agreements/conditions. Non-disclosure Agreements (NDA) (or Confidentiality Agreements) may be entered into for such payments to ensure appropriate confidentiality obligations apply to both parties. NDAs must not be utilised to contravene any legislative requirements or obligations, such as the *Public*

Policy Number:	Date Effective: Review Date:	Version: 1.0	Page 2 of 3
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Blackall-Tambo
Regional Council

Ex-Gratia Payments Policy

Interest Disclosure Act 2010 or the Crime and Corruption Act 2021 when considering if it is appropriate to apply a non-disclosure agreement.

8. Record Keeping and Reporting

All documentation relating to the determination of an ex-gratia payment must be recorded and stored according to Council's record management requirements.

These records include:

- The payment date and the recipient of the payment
- The reason for the payment and how the payment amount was determined
- Whether independent legal advice was obtained to support the basis and value of the payment
- How the payment represents an appropriate use of public money
- Who approved the payment
- Other payment details that Council consider relevant.

A formal record of all payments will be maintained by the CEO.

9. References and Related Documents

Local Government Act 2009
Local Government Regulation 2012
Public Interest Disclosure Act 2010
Public Sector Ethics Act 1994
Crime and Corruption Act 2001
Information Privacy Act 2009

Policy Number:	Date Effective: Review Date:	Version: 1.0	Page 3 of 3
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OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 15 July 2026

ITEM NO:

6.4

SUBJECT TITLE:

Request for Special Holidays for 2027 - Office of Industrial Relations

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Group Manager of Corporate Services, Assets and Projects

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Each year the Office of Industrial Relations invite local governments to submit requests special holidays for the following year.

Officer's Recommendation:**That Council:**

1. **Receive the letter from the Office of Industrial Relations inviting Blackall-Tambo Regional Council to make a request for special holidays for 2027; and**
2. **Request a special holiday for the Blackall-Tambo Region for Friday, 13 August 2027.**

OR

3. **Request a special holiday for the Blackall-Tambo Region for Melbourne Cup Day, Tuesday, 2 November 2027.**

Background

The *Holidays Act 1983* provides for the granting and observance of special holidays which includes show days. The Executive Director of Industrial Relations has invited the Blackall-Tambo Regional Council to make a request for special holidays for 2027.

The President of the Better in Blackall Festival has made a written request for Blackall-Tambo Regional Council to make an application for a special holiday for Friday, 13 August 2027.

The Better in Blackall Festival has put forward the suggestion of trialling a special holiday for the 2027 Festival would provide Council and the community with an opportunity to assess the benefits of aligning the holiday with the Festival program.

Council provides in-kind and financial support to the Better in Blackall Festival, and Council staff who are required to work in support of the Festival on the special holiday will be entitled to penalty rates.

If the Minister approves the request for 13 August 2027, the holiday will be a special holiday and not a public holiday. A public holiday can only be granted if it aligns with an agricultural, horticultural or industrial show. Special events or commemorative days are considered special holidays. These days are known as 'bank' holidays and are not public holidays.

Council is required to make a request to the Minister by 7 August 2026 and once all requests from local governments have been received, they will be prepared for Ministerial approval, gazettal and publishing on the Office of Industrial Relations website.

Link to Corporate Plan

Lifestyle & Community

Building a more engaged & connected region as a whole.

Enhancing our tourism experiences and opportunities.

Investigate ways to further encourage & support volunteerism.

Identify, promote & grow opportunities for arts, cultural expression, & the development of the creative industry.

Consultation (internal/external)

Chief Executive Officer

Councillors

Mayor

Chief Financial Officer

Director of Lifestyle and Community

Director Organisational Performance

Policy Implications

Nil

Budget and Resource Implications

Council employees who work on a special holiday are entitled to penalty rates.

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	To be determined	Medium
Legal & Regulatory	Low	Compliant with the Office of Industrial Relations	Low
People	Low	Nil	Low
Operational	Medium	Council staff will be required to work in support of the Festival	Medium
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Council has historically requested Melbourne Cup Day as a special holiday. The financial and operational impact for the proposed date of 13 August 2027 would be established after the Better in Blackall Festival.

Human Rights Impact

Section 4(b) of the *Human Rights Act 2019* (the Act) requires public entities to act and make decisions in a way compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:	
1. Recognition and equality before the law	2. Right to life
3. Protection from torture and cruel, inhuman or degrading treatment	4. Freedom from forced work
5. Freedom of movement	6. Freedom of thought, conscience, religion and belief
7. Freedom of expression	8. Peaceful assembly and freedom of association
9. Taking part in public life	10. Property rights
11. Privacy and reputation	12. Protection of families and children
13. Cultural rights – generally	14. Cultural rights – Aboriginal peoples and Torres Strait Islander peoples
15. Right to liberty and security of person	16. Humane treatment when deprived of liberty
17. Fair hearing	18. Rights in criminal proceedings
19. Children in the criminal process	20. Right not to be tried or punished more than once
21. Retrospective criminal laws	22. Right to education
23. Right to health services	

Consideration has been afforded with regard to the 23 human rights and no human rights have been limited in the forming of the officer recommendation.

Attachments

1. Request letter 2027 [6.4.1 - 1 page]
2. 02072026 Better in Blackall Festival - Special Holiday Request [6.4.2 - 1 page]

Queensland
GovernmentDepartment of
State Development,
Infrastructure and Planning

Dear Chief Executive Officer,

As you may be aware, each year in accordance with the *Holidays Act 1983*, local governments are invited to request special holidays to be observed during the following year for districts in their area.

If you wish to request special holidays to be observed during 2027 for districts in your local government area, please complete the attached request form and submit via email to info@oir.qld.gov.au by no later than **Friday, 7 August 2026**.

A local council requested special holiday is a public holiday only if it is in respect of an agricultural, horticultural or industrial show. Under federal industrial relations legislation, employees are entitled to be absent from work or may refuse to work in reasonable circumstances on a public holiday, without loss of ordinary pay. Employees who work on a public holiday are entitled to penalty rates in accordance with their award or agreement.

A special holiday for any other reason is a bank holiday and is not a public holiday. The *Trading (Allowable Hours) Act 1990* provides that a bank holiday is only a holiday for banks and insurance offices. Under a directive of the *Public Sector Act 2022*, a special holiday is a holiday for public service employees unless otherwise determined by a chief executive.

Upon receiving Ministerial approval, the holidays will be published in the Queensland Government Gazette. Confirmation of the approved special holidays together with a link to the Queensland Government Gazette will be emailed to your office.

Last year we advised a review of the administrative process for the appointment of special holidays was being conducted. Based on the feedback from Councils, the Office of Industrial Relations has found the process is appropriately flexible and streamlined however we will continue to perform checks each year and remain flexible to accommodate changes if needed.

Should you require further information regarding this process, please contact [REDACTED], Office of Industrial Relations on [REDACTED] or email [REDACTED].

Yours sincerely

Shane Donovan
Executive Director
Industrial Relations
Office of Industrial Relations
11/06/2026

1 William Street Brisbane
Brisbane Qld 4000 Australia
GPO Box 69 Brisbane
Queensland 4001 Australia
Telephone 13 QGOV (13 74 68)
WorkSafe 1300 362 128
Website www.worksafe.qld.gov.au
www.business.qld.gov.au
ABN 94 496 188 983

FOOD AND WINE ARTS AND CULTURE LIVE MUSIC COMMUNITY



2 July 2026

The Councillors
Blackall-Tambo Regional Council
Blackall QLD 4472

Request for Special Holiday – Friday 13 August 2027

Dear Councillors,

As President of the Better in Blackall Festival, I am writing to respectfully request that Blackall-Tambo Regional Council make an application for a special holiday to be allocated for Friday 13 August 2027.

The Better in Blackall Festival is an important community event that brings together residents, schools, local organisations and visitors to celebrate Blackall and the wider region. Allocating a special holiday on this date would encourage greater participation in the Festival program, particularly by local schools, families and residents who may otherwise be limited by normal work and school commitments.

We believe that trialling a special holiday for the 2027 Festival would provide Council and the community with an opportunity to assess the benefits of aligning the holiday with the Festival program. A trial would also allow organisers, schools, businesses and residents to provide feedback on the value of the arrangement before any future requests are considered.

On behalf of the Better in Blackall Festival committee, I respectfully ask Council to consider supporting this request and making the necessary application for Friday 13 August 2027 to be appointed as a special holiday for the Blackall-Tambo region.

Thank you for considering this request. We would welcome the opportunity to provide any further information required and to work with Council to support the application process.

Yours sincerely,

Kaylene Carroll
President
Better in Blackall Inc.
p. 0412 165 921
e. president@betterinblackall.com



Alina Hart
Vice President
p. 0434 026 230
e. vp@betterinblackall.com

Christopher Kadel
Secretary
p. 0415 174 286
e. secretary@betterinblackall.com

Stephanie Keogh
Treasurer
p. 0428 575 987
e. finance@betterinblackall.com

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OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 15 July 2026

ITEM NO:

6.5

SUBJECT TITLE:

Great Artesian Basin - LGAQ Call for Motions for the 2026 Annual Conference

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Group Manager of Corporate Services, Assets and Projects

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Under the current regulations there is no requirement for a local government to be notified for licences that have been granted for drilling into the Great Artesian Basin for exploration or production. While local governments are legally responsible for providing safe drinking water and is subject to extensive reporting, auditing and regulatory requirements, local governments have limited ability to manage risks created by third parties when there is no mandatory notification or consultation process. Council is requesting that LGAQ advocate for a formal framework that requires notification, risk assessment, reporting and clear accountability for any drilling activities that may affect groundwater resources, ensuring local governments can better protect their communities.

Officer's Recommendation:

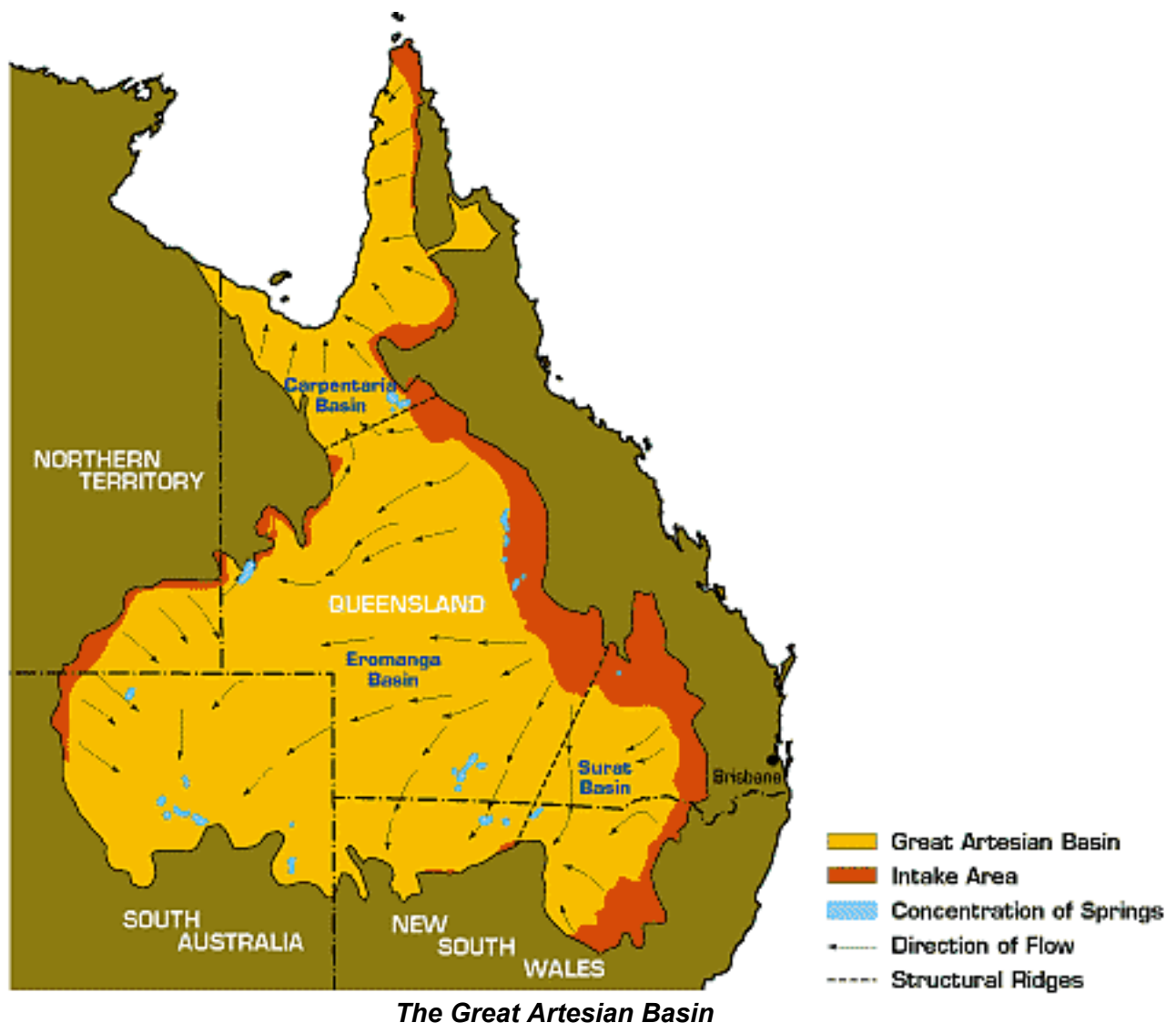
That Blackall-Tambo Regional Council proposes a motion to the LGAQ Annual Conference that:

Blackall-Tambo Regional Council requests that the Local Government Association of Queensland (LGAQ) advocate to the Commonwealth and Queensland Governments and relevant regulatory agencies for the development of a formal framework requiring:

- 1. Mandatory notification to affected local governments of any proposed drilling, exploration, testing or underground storage activity that may intersect, penetrate or potentially impact the Great Artesian Basin.**
- 2. Risk assessment and consultation requirements to ensure local governments are informed of potential impacts to quality drinking water supplies before approvals are granted.**
- 3. Clear reporting and incident notification protocols where drilling activities have the potential to affect groundwater quality or integrity.**
- 4. Defined accountability and liability provisions ensuring that proponents undertaking drilling activities are responsible for any contamination, remediation, monitoring or regulatory consequences arising from their operations.**
- 5. Inter-agency communication mechanisms are established between the Commonwealth, State and local governments, including resource regulators, water regulators, Queensland Health and any other involved department to ensure that the local government is made aware of any planned exploration, drilling or production that involves the Great Artesian Basin.**

Background

The Great Artesian Basin (GAB) is Australia's most significant hydrogeological system. It is the largest groundwater basin in Australia, covering more than 1.7 million square kilometres.



Water from the GAB is a vital resource for pastoral, agricultural and extractive industries and many town water supplies. There are approximately 85 Queensland towns that rely on the GAB for town water supply, including the communities of Blackall and Tambo.

Recently drilling activities undertaken within the Adavale Basin to investigate for underground hydrogen storage have highlighted concerns regarding the protection on groundwater resources and the absence of formal notification process for local governments who drinking water supplies may be affected.

In the recent Drinking Water Quality Management Plan, regular audit report, required by the Water Regulator, the following comment was made:

"Uncontrolled bore drilling by third party – executive staff highlighted that they were unaware third-party contractors conducted drilling in the catchment to seek potential suitable locations for nitrogen storage... Generally, all private bores are registered with Council such that there is an awareness of what may impact the Artesian Aquifers but there appears to be a gap with type of work conducted by the Commonwealth." (DWQMP Regular Audit Report-Blackall-Tambo Regional Council, June 2026 – VIRIDIS Consultants. P.18).

That report recommends that local government is considered a stakeholder such that potential hazards that may impact the drinking water sourced from the aquifer.

Like the Queensland Government 'Equal Partners in Government Agreement', the Commonwealth Government should recognise local government as a key stakeholder in any drilling activities that impact on the Great Artesian Basin within any council area and ensure they are informed of and consulted with before any such activity occurs.

Blackall-Tambo Regional Council is required, by the Queensland Water Regulator, to ensure that the water supplied to consumers complies with Queensland Health drinking water quality requirements.

Any drilling activity through or into the Great Artesian Basin has the potential to introduce contamination, including bacterial contamination, into groundwater sources. Such contamination could compromise drinking water quality and pose a significant risk to public health and community wellbeing.

While local governments are legally responsible for the provision of safe drinking water and are subject to extensive regulatory oversight, local governments have limited ability to manage risks from third-party activities when they are neither informed of nor consulted about those activities.

Queensland local Governments (providers) that supply drinking water are required to:

- Registration Details Review must be undertaken within 30 business days after 30 June of each year.
- Implement an approved Drinking Water Quality Management Plan (DWQMP)
- Reviews of the DWQMP are in accordance with the decision notice issued by the Water Regulator, (generally every two (2) years)
- Submit the DWQMP Annual Report to the Queensland Water Regulator
 - The DWQMP Annual Report must include the actions the provider (council) took to implement the approved DWQMP
- Risk Management Improvement Program (RMIP), this is a mechanism for the provider (council) to demonstrate to the regulator how it will address any current unacceptable residual risks as well as potential future unacceptable risks in DWQMP amendments.
- Continual Improvement can range from small improvements and/or efficiencies in daily operations of the drinking water service to large scale organisational changes. The regulator strongly recommends that continual improvement practices are driven at each level of the organisation, from operational or field staff to executive staff.
- Submit Drinking Water Quality Incidents to the Water Regulator immediately after provider (council) becomes aware of the incident
 - Respond to regulator inquiries, investigations and improvement requirements where drinking water risks or incidents occur.
- Undergo independent DWQMP Audit in accordance with the Decision Notice issued by the Water Regulator (generally every four (4) years). Recommendations and

Opportunities for Improvement are required to be included in the RMIP and actioned with the inclusion of evidence.

Where contamination or water quality issues arise from activities beyond Councils' control, Councils may nevertheless be required to explain, report on and mitigate those impacts, despite having no prior notification of the activity that created the risk.

This situation creates a significant accountability gap whereby local governments remain responsible for drinking water outcomes, while third parties undertaking drilling activities may not be subject to equivalent notification, accountability or liability requirements in relation to local government drinking water sources.

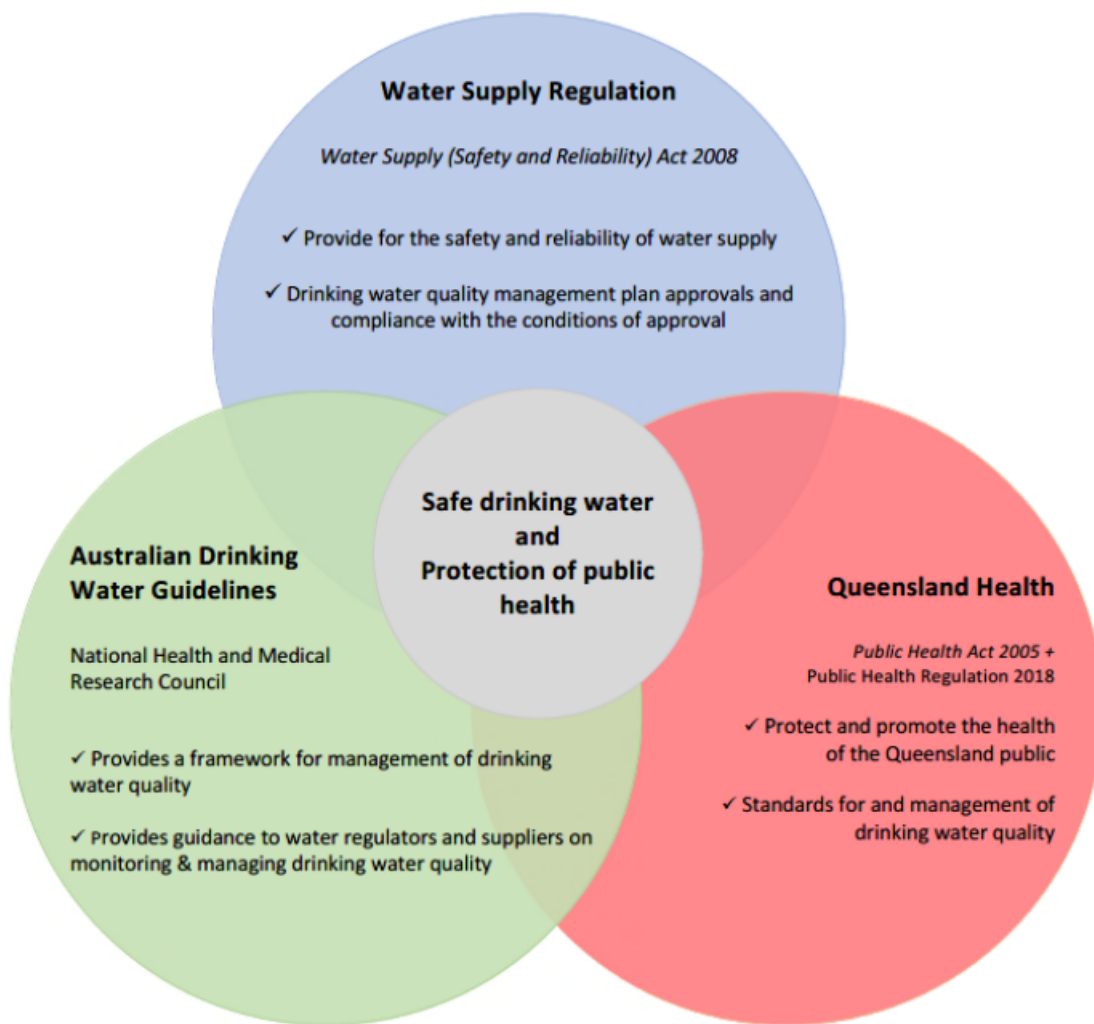
From a risk assessment as the situation currently stands council would ascertain the risk at the highest lever being Likelihood = Almost Certain and the Consequence = Catastrophic.

Risk Matrix used for the Blackall and Tambo Risk Assessments

Likelihood	Consequence				
	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Medium- 6	High- 10	High- 15	Extreme- 20	Extreme- 25
Likely	Medium- 5	Medium- 8	High- 12	High- 16	Extreme- 20
Possible	Low- 3	Medium- 6	Medium- 9	High- 12	High- 15
Unlikely	Low- 2	Low- 4	Medium- 6	Medium- 8	High- 10
Rare	Low- 1	Low- 2	Low- 3	Medium- 5	Medium- 6

Councils are required to adhere to the 'water quality criteria' are defined in Schedule 3 of the Act and include the standards for the quality of drinking water which are prescribed in the *Public Health Regulation 2018*. The 'water quality criteria' prescribed by section 52 of the *Public Health Regulation 2018* are consistent with the guideline values in the Australian Drinking Water Guidelines (ADWG). A broad overview of the relationship between state legislation and the ADWG. The *Public Health Act 2005* and the *Public Health Regulation 2018* are accessible online at: www.legislation.qld.gov.au.

Relationship between state legislation and the Australian Drinking Water Guidelines (QDWG)



An inconsistency arises when it comes to exploration or production of items such as fossil fuels, rare minerals or other not drinking water related activities.

Council requests that the motion be submitted to the Local Government Association for the 2026 Annual Conference requesting that LGAQ advocate for legislative and regulatory reform to establish mandatory notification, reporting and risk management requirements for drilling activities that may impact the Great Artesian Basin and local government drinking water sources.

[Link to Corporate Plan](#)

Organisational Performance & Financial Sustainability

Community, Environment & Heritage - Support the communities' long-term vision and strategic outcomes through ongoing engagement.

Operational & Governance Excellence - Ensure a safe and healthy environment for communities to live, work and play by providing a safe and healthy workplace where improvement, innovation and initiative are fostered and supported.

Operational & Governance Excellence - Provide quality, safe and reliable water for the needs of businesses and households.

Operational & Governance Excellence - Advocate to all tiers of government and the services sector to prioritise investment and support services in our region to ensure the needs of our communities are fulfilled.

Operational & Governance Excellence - Understand there are future implications for decisions made today.

Consultation (internal/external)

Chief Executive Officer
Councillors
Mayor
Chief Financial Officer
Director of Lifestyle and Community
Director Organisational Performance

Policy Implications

Nil

Budget and Resource Implications

There are no budget or resource implications for Council to submit the motion to LGAQ.

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	There is no financial risk for the motion to be submitted to the LGAQ.	Low
Legal & Regulatory	Low	The motion to the LGAQ, if successful, will assist Council with the legal & regulatory burden as a quality drinking water supplier.	Medium
People	Low	Council is responsible for supplying quality drinking water to the community. Contamination beyond Council's control reduces Council's ability to mitigate impacts for the consumers.	Catastrophic
Operational	Medium	Council invests significant resources to ensure the community has quality drinking water. Compromise to the quality of drinking water would require additional resources.	Major
Environmental	Medium	Any environmental impact would be assessed dependent on the type of contamination.	Major/Catastrophic
Strategic	Medium	The motion is an opportunity for processes to be improved.	Low
Ethical	Low	There is no ethical risk to Council.	Low
Reputation	Low	There is no reputational risk.	Low
Leadership	Low	Council has an important role in the community and is required to ensure all options are being considered.	Low

Proposed Risk Treatment

There is no risk to Council in putting the motion to the LGAQ for consideration and inclusion at the Annual Conference.

Human Rights Impact

Section 4(b) of the *Human Rights Act 2019* (the Act) requires public entities to act and make decisions in a way compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:	
1. Recognition and equality before the law	2. Right to life
3. Protection from torture and cruel, inhuman or degrading treatment	4. Freedom from forced work
5. Freedom of movement	6. Freedom of thought, conscience, religion and belief
7. Freedom of expression	8. Peaceful assembly and freedom of association
9. Taking part in public life	10. Property rights
11. Privacy and reputation	12. Protection of families and children
13. Cultural rights – generally	14. Cultural rights – Aboriginal peoples and Torres Strait Islander peoples
15. Right to liberty and security of person	16. Humane treatment when deprived of liberty
17. Fair hearing	18. Rights in criminal proceedings
19. Children in the criminal process	20. Right not to be tried or punished more than once
21. Retrospective criminal laws	22. Right to education
23. Right to health services	

Consideration has been afforded with regard to the 23 human rights and no human rights have been limited in the forming of the officer recommendation.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 15 July 2026

ITEM NO:

6.6

SUBJECT TITLE:

Protection of Commonwealth Disaster Funding - LGAQ Call for Motions for the 2026 Annual Conference

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Group Manager of Corporate Services, Assets and Projects

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The Commonwealth Government has proposed a move to a 50:50 funding model for the allocation of the Disaster Recovery Funding Arrangements. This would require Queensland to increase its contribution towards every aspect of disaster prevention, preparedness, response and recovery.

Officer's Recommendation:

That the Blackall-Tambo Regional Council proposes a motion to the LGAQ Annual Conference that:

The Commonwealth Government reconsiders its reduction to disaster funding arrangements to a 50:50 funding model with each state and territory.

Further, that the disaster funding from the Commonwealth Government remains as it currently is and provides an assurance that in the event of a disaster the Commonwealth Government will directly partner with each state, territory and local government in assuring that communities are appropriately funded in every aspect of disaster prevention, preparedness, response and recovery.

Background

The Commonwealth Government has proposed to move to a 50:50 split with each state and territory on the allocation of the Disaster Recovery Funding Arrangements (DRFA). This represents a significant reduction in the funding that Queensland, the nation's most disaster-prone state, would receive. The Commonwealth Government has indicated that this decision is in response to the recommendations of the 2024 Colvin Report and calls on quicker and more efficient delivery of funding to states affected by natural disasters (proximate of the time of the release of the Colvin Report was the Glasser Report that also examined the Australia Disaster Management System).

The program suggested by the Commonwealth Government significantly alters the support provided to each state and local government area. Whilst the Glasser and Colvin Reports recognise that there has been inequity across the country in the way disasters have been funded by the Commonwealth Government, the reports call on a system that delivers funding more efficiently and effectively.

Despite this, neither the Colvin nor Glasser Reports at any stage recommend a 50:50 funding split with each state. Asserting the Reports as the catalyst for this decision is, at best, misleading to the community. The implication of this indicates that Queensland would receive around \$200M less per annum in the average disaster season.

It is the case that the Queensland Government spend more on disasters than any other state or territory. *"To give a sense of context Queensland spends in excess of \$90 per capita per annum on disaster management whereas all states and territory except New South Wales spends 3 to 5 times less than that amount"* (QRA 22 June 2026). It should be noted here that whilst NSW spends more than some other states it does not spend as much as Queensland as it is the second most disaster impacted state in Australia.

On current considerations the reduction in spending from the Commonwealth would increase Queensland's current spend to \$130 per capita or 5 to 10 times more than would be spent by other states and territories other than NSW.

Queensland, since the 2011 floods, has led the nation in its approach to disaster management. The Queensland Disaster Management Arrangements (QDMA) are an international measure of best practice that others aspire to. The decision by the Commonwealth Government should be viewed as a penalty to Queensland for the strong work it has delivered over the last 15 years. It remains the case that the local governments of Queensland should be concerned that the change to the DRFA will impact local governments and their communities. In 2018, when the current disaster recovery arrangements were made (November 2018), the Commonwealth Government then proposed a 50:50 split and, because of advocacy from the LGAQ, that proposal was abandoned.

We call on the Commonwealth Government to reconsider its proposal. Queensland asserts that it should not be penalised for leading the nation and rather than bringing Queensland back to meet the standards of the other states and territories that the Commonwealth Government should aspire to increase the standards of each state and territory to meet the Queensland standard of excellence. Further, the Commonwealth Government, as the major holder of taxation revenue in this country should not limit nor reduce the funding to Queensland, the recognised most disaster-prone state in Australia.

[Link to Corporate Plan](#)

Organisational Performance & Financial Sustainability

Community, Environment & Heritage - Support the communities' long-term vision and strategic outcomes through ongoing engagement.

Operational & Governance Excellence - Ensure a safe and healthy environment for communities to live, work and play by providing a safe and healthy workplace where improvement, innovation and initiative are fostered and supported.

Operational & Governance Excellence - Proactively respond to biodiversity loss, climate change and natural hazard risks by incorporating climate change and natural disaster mitigation in the operation and improvement of council's facilities and assets.

Operational & Governance Excellence - Advocate to all tiers of government and the services sector to prioritise investment and support services in our region to ensure the needs of our communities are fulfilled.

Operational & Governance Excellence - Understand there are future implications for decisions made today.

Consultation (internal/external)

Chief Executive Officer
Councillors
Mayor
Chief Financial Officer
Director of Lifestyle and Community
Director Organisational Performance

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

There is no adverse risk in the officer's recommendation to submit the motion to LGAQ for consideration at the Annual Conference.

Human Rights Impact

Section 4(b) of the *Human Rights Act 2019* (the Act) requires public entities to act and make decisions in a way compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:	
1. Recognition and equality before the law	2. Right to life
3. Protection from torture and cruel, inhuman or degrading treatment	4. Freedom from forced work
5. Freedom of movement	6. Freedom of thought, conscience, religion and belief
7. Freedom of expression	8. Peaceful assembly and freedom of association
9. Taking part in public life	10. Property rights
11. Privacy and reputation	12. Protection of families and children
13. Cultural rights – generally	14. Cultural rights – Aboriginal peoples and Torres Strait Islander peoples
15. Right to liberty and security of person	16. Humane treatment when deprived of liberty
17. Fair hearing	18. Rights in criminal proceedings
19. Children in the criminal process	20. Right not to be tried or punished more than once
21. Retrospective criminal laws	22. Right to education
23. Right to health services	

Consideration has been afforded with regard to the 23 human rights and no human rights have been limited in the forming of the officer recommendation.

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 15 July 2026

ITEM NO:

6.7

SUBJECT TITLE:

The Queensland Audit Office's Selection of External Auditors for Local Governments - LGAQ Call for Motions for the 2026 Annual Conference

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Group Manager of Corporate Services, Assets and Projects

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

Blackall-Tambo Regional Council is proposing a motion to the Local Government Association of Queensland (LGAQ) Annual Conference that asks the LGAQ to advocate for change in the process of appointment of external contract auditors by the Queensland Audit Office.

Officer's Recommendation:

That the Blackall-Tambo Regional Council proposes a motion to the LGAQ Annual Conference that:

The LGAQ advocate for change in the process of appointment of contract external auditors for local governments conducted by the Queensland Audit Office.

Background

On the 11th of March 2025 the Premier of Queensland, the Hon David Crisafulli MP, and Minister for Local Government and Water, Minister for Fire, Disaster Recovery and Volunteers, the Hon Ann Leahy MP, signed the *Equal Partners in Government; an agreement for the partnership and relationship between the State of Queensland and local governments of Queensland*.

That document establishes an effective partnership between State and local government in working together in delivering the right plan for Queensland's future. The document, at page 3, states that the Queensland Government's commitments to the community can only be achieved "*by the Queensland Government and local government working together as genuine and equal partners*".

In an email received by the Blackall-Tambo Regional Council CEO on the 9th July 2026, it was stated "*the AG Act gives the Auditor-General discretion to appoint contract auditors or use QAO staff to deliver these annual audits. As it is the Auditor-General's obligation to complete audits, any tender process to appoint auditors is a QAO process, not a council one. Consequently, the Equal Partners in Government Agreement is not relevant to the Auditor-General's appointment of contract auditors.*"

It is acknowledged that the QAO's current practice complies with legislation; however, it is on this point that Council believes that a change of legislation and/or the practice by the QAO should be implemented. The legislation, as it stands, does not provide a procedure for the appointment of an auditor, and Blackall-Tambo Regional Council calls on greater collaboration between council and the QAO in the process. The Equal Partners in Government Agreement does not discriminate between which government departments are

included or otherwise, rather it provides that the State Government of Queensland will partner with local governments in achieving common goals.

The QAO's procurement policy is in direct conflict with the onerous legislative requirements imposed on local government. Blackall-Tambo Regional Council supports a thorough and robust audit and welcomes such. Whilst the QAO, in its comments above, mentions the obligation is to complete audits, it fails to consider that the legislation also provides the capacity to charge councils amounts of money that would otherwise be subjected to legislative procurement provisions and individual council policies.

In addition, in that same email the QAO states "*whilst 14 firms are currently registered to undertake local government audits, unfortunately, none have an office located in Central Queensland.*" Blackall-Tambo Regional Council's Chief Financial Officer and Accountant have both indicated that the processes required by audit firms to become qualified QAO auditors is complex and onerous. On that point, I would argue that the QAO procurement process is heavily weighted towards large city-based audit firms.

In the last financial year, Blackall-Tambo Regional Council paid more than \$102,000 to a large Brisbane accounting firm to undertake its yearly audit, including a \$19,000 travel component. Similar situations exist across the RAPAD region and throughout Queensland. Council has no visibility of the procurement process, nor is it afforded the opportunity to undertake comparative quotes to ensure value for money is being achieved. This breaches Council's responsibility to good governance under its procurement policy and is in direct conflict with the sound contracting principles of the *Local Government Act 2009* (Section 104(3)).

It is also the case that to effectively undertake the audits Council staff allocate literally hundreds of hours of working time to provide the necessary information required by auditors. Auditors often do not have defined experience or knowledge within the local government paradigm. An example of this was recently encountered at Blackall-Tambo Regional Council where auditors were not aware of exemptions that applied to procurement under Local Government legislation/regulation.

Councils are required by the *Local Government Act 2009* (section 105(1)) to maintain an internal audit function. At Blackall-Tambo Regional Council an internal audit committee that consists of two councillors and one independent member who appoint a contracted auditor, is in place. Despite the fact that the current external auditors attend every internal audit meeting (electronically) a separate comprehensive audit plan is prepared each year. The internal audit process undertaken by Council costs in excess of \$20,000 per year, excluding staff time.

Comprehensively Council pays more than \$122,000 per annum for auditing excluding any staff time which could reasonably be expected to double this amount. This is money that is being drawn from Council's capacity to effectively deliver services to the community.

Blackall-Tambo Regional Council calls on the LGAQ to advocate for change. In particular we ask that Council is involved in any procurement of external auditors and there be a simplification of the processes in selection and retention of audit firms and that adequate weighting is provided to those companies who meet the local business categorisation. This could result in overall travel and associated costs reductions and any other savings from overheads.

Link to Corporate Plan

Organisational Performance & Financial Sustainability

Operational & Governance Excellence - Advocate to all tiers of government and the services sector to prioritise investment and support services in our region to ensure the needs of our communities are fulfilled.

Operational & Governance Excellence - Ensure best practice in corporate governance.

Financial Strength, Infrastructure & Projects - Commit to maintaining strong asset management, and fiscal sustainability.

Consultation (internal/external)

Chief Executive Officer

Councillors

Mayor

Chief Financial Officer

Director of Lifestyle and Community

Director Organisational Performance

Accountant

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

There is no adverse risk to Council in the proposed motion. The motion is an opportunity for the LGAQ to lobby for change in the process on behalf of Queensland local governments.

Human Rights Impact

Section 4(b) of the *Human Rights Act 2019* (the Act) requires public entities to act and make decisions in a way compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:	
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7. Freedom of expression	8. Peaceful assembly and freedom of association
9. Taking part in public life	10. Property rights
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13. Cultural rights – generally	14. Cultural rights – Aboriginal peoples and Torres Strait Islander peoples
15. Right to liberty and security of person	16. Humane treatment when deprived of liberty
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19. Children in the criminal process	20. Right not to be tried or punished more than once
21. Retrospective criminal laws	22. Right to education
23. Right to health services	

Consideration has been afforded with regard to the 23 human rights and no human rights have been limited in the forming of the officer recommendation.

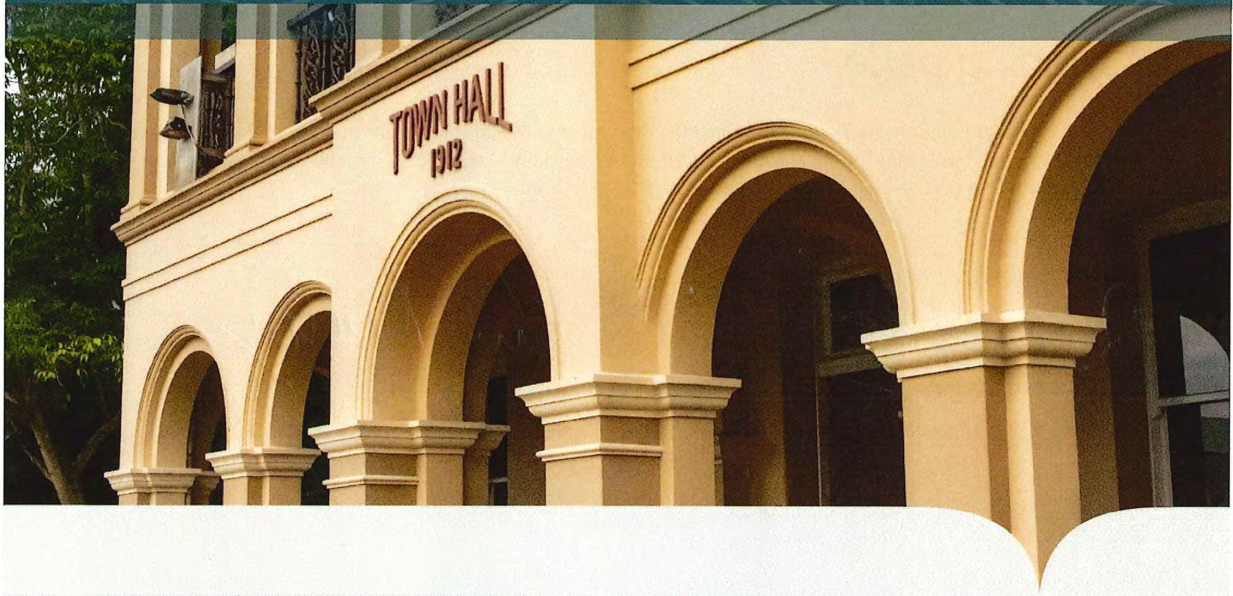
Attachments

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Queensland
Government

Department of Local Government,
Water and Volunteers



Equal Partners in Government

An agreement for the partnership and relationship between the
State of Queensland and Local Government in Queensland

dlgww.qld.gov.au

Department of Local Government, Water and Volunteers

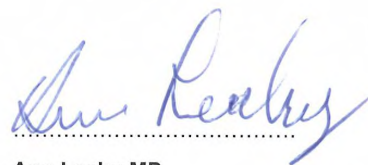
Signing page

Signed by the Honourable David Crisafulli MP, Premier and Minister for Veterans and the Honourable Ann Leahy MP, Minister for Local Government and Water and Minister for Fire, Disaster Recovery and Volunteers, for and on behalf of the Queensland Government.



David Crisafulli MP

Premier and Minister for Veterans



Ann Leahy MP

*Minister for Local Government and Water
Minister for Fire, Disaster Recovery and
Volunteers*

Signed by Mayor Matt Burnett, President and by Alison Smith, Chief Executive Officer of the Local Government Association of Queensland Ltd. for and on behalf of Queensland Local Governments.



Mayor Matt Burnett

*President of the Local Government
Association of Queensland Ltd.*



Alison Smith

*Chief Executive Officer of the
Local Government Association of Queensland
Ltd.*

this ELEVENTH day of MARCH 2025.

Department of Local Government, Water and Volunteers

1. Background

Queensland has a long and proud history of Local Government - the first Local Governments were already in place at the time that Queensland achieved statehood.

Local Government is the level of government closest to the community. Every day it affects the lives of Queenslanders – our local services, where we live, and the look and feel of our communities. Local Government is a genuinely equal partner in the Australian government system.

Historically, Queensland's State and Local Governments have had a strong relationship based on cooperation, mutual respect, trust and the desire to improve outcomes for all Queenslanders.

The new Queensland Government and Local Governments are committed to rebuilding this historic and mutually beneficial relationship through the signing of this Agreement. For its part, the new Queensland Government will:

- create an environment where the Local Government sector is empowered, including through fit for purpose legislation, and
- ensure Local Government is held to high levels of integrity and accountability, while enabling Councillors to serve their community without unnecessary regulatory burden.

Both the Queensland Government and Local Government have a vital role in the delivering *The Right Plan for Queensland's Future* to get Queensland heading in the right direction for the benefit of all Queenslanders. The Queensland Government has made the following fundamental commitments to Queenslanders to:

- restore safety where Queenslanders live
- reinstate health services when Queenslanders need them
- return respect for Queenslanders' money
- reimagine a place to call home
- redesign a government that works for Queenslanders.

These commitments can only be achieved by the Queensland Government and Local Government working together as genuine and equal partners.

It is recognised that other agreements covering specific matters may be needed and this Agreement does not limit the capacity of the Parties to enter into such agreements.

Department of Local Government, Water and Volunteers

2. Objective

The Agreement:

- formalises a set of principles to guide the relationship between the Parties
- identifies the roles and responsibilities of each party
- encourages positive and cooperative relations between both Parties based on mutual respect and consultation, with the aim of achieving better outcomes for Queenslanders.

3. Principles

3.1 Empowered local governments and accountability

- Local government should be empowered to serve their community, including through fit for purpose legislation, whilst being held to high levels of integrity and accountability.

3.2 Localised decision making through subsidiarity

- Responsibility for decisions should rest with the lowest level of government capable of properly doing so.

3.3 Equality through clearly established jurisdictions

- It is recognised that both Local Government and the Queensland Government have legitimate interests and jurisdictional responsibilities.
- Local Governments' legitimate interests and autonomous jurisdiction responsibilities are for the good rule and government of their local areas.
- The Queensland Government's legitimate interests and jurisdictional responsibilities are for the good rule and government of the entire State.
- In exercising this jurisdiction, the Queensland Government has the responsibility to set, regulate and enforce appropriate policies and standards for the good of the entire community and which have state-wide and regional impacts and implications. In doing so, the Queensland Government regulates activities and functions which may involve Local Government.
- During the development, regulation and enforcement of appropriate community standards, the Queensland Government will consider the interests of a variety of community sectors, of which Local Government is an important sector.

3.4 Minimum intervention from the Queensland Government

- It is recognised that Local Governments are ultimately accountable to their communities for their activities.
- Local Government will be subject to minimum intervention from the Queensland Government in respect of its legitimate interests and jurisdictional responsibilities (including but not limited to revenue raising, local laws and land use planning).
- The Queensland Government interest will be only exercised where legitimate State interests exist.

Department of Local Government, Water and Volunteers**3.5 Transparency and consistent governance arrangements**

- Although Local Governments are accountable to their communities and subject to minimum intervention from the Queensland Government, Local Government is subject to oversight by independent bodies including the Queensland Audit Office, Ombudsman, the Independent Assessor and the Crime and Corruption Commission.
- The governance arrangements that apply to Local Government should, where appropriate, be consistent with those applying to the Queensland Government.
- To ensure the highest level of integrity and accountability, Local Governments are committed to open and transparent decision-making.

3.6 Compliance requirements to ensure community benefit and local autonomy

- To ensure that appropriate standards are maintained for the benefit of the entire community, Local Government has a responsibility to comply with any applicable legislative, industry or professional requirements.
- Where Local Government enforces community regulatory standards on behalf of the Queensland Government, these standards will be, to the greatest extent possible, performance-based rather than prescriptive to ensure local autonomy, interests and conditions.

3.7 Effective and practical devolution/delegation of responsibilities

- The devolution or delegation of new responsibilities, roles and functions to Local Government should only occur where:
 - there has been prior consultation
 - the financial implications and other impacts on Local Government are taken into account, and
 - the identification and availability of an ongoing revenue source—e.g. user charges—has been considered.

3.8 Delivering on funding programs and strategies for financial sustainability

- Local Governments must think strategically to ensure they have the resources to be a strong voice for their communities. In particular, Local Governments must have both long term and short-term strategies in place to ensure they operate in a manner which is financially sustainable.
- The Queensland Government provides a range of funding programs to Local Governments. Such funding programs are developed and implemented to support the financial sustainability of Local Governments and deliver benefits for advancing Queensland local communities.

3.9 Guaranteed constitutional recognition

- The Queensland Government will maintain the recognition of Local Government in the *Constitution of Queensland 2001* and guarantee the continuation of a Local Government system in Queensland.

Department of Local Government, Water and Volunteers

4. Partnership roles and responsibilities

4.1 Shared roles and responsibilities

The Parties have the common objective of enhancing the wellbeing of communities throughout Queensland with shared and overlapping jurisdictions.

Under this Agreement, both Parties will:

- Seek opportunities to partner and work co-operatively, including joint planning, policy development and the joint delivery of programs.
- Recognise that each has a responsibility to ensure Local Governments are financially sustainable.
- Agree that relations between the Parties should be conducted in a spirit of mutual respect and cooperation with an emphasis on equal partnership—a commitment to timely and frequent communication and with recognition of each other's roles and responsibilities.
- Where necessary, negotiate specific agreements and alliances in accordance with the intent and principles of this Agreement including, but not limited to, the Rural and Remote Councils Compact, the Indigenous Council Leaders Accord and also the Roads and Transport Coordination Accord, which are addendums to this Agreement. The Department of Local Government, Water and Volunteers and the LGAQ maintain an up-to-date register of known agreements.
- Agree to work together on matters raised by the Australian Government which impact on Local Government.
- Work together on agreed initiatives which promote Government's objectives for the community.
- Agree to keep supporting the important partnership between the State and Local Government in disaster management across the full spectrum of prevention, preparedness, response, recovery and resilience. This includes recognition of the role of Local Disaster Management Groups and the LGAQ's seat on the Queensland Disaster Management Committee.

4.2 Queensland Government roles and responsibilities

Under this Agreement, the Queensland Government will:

- Maintain a flexible and responsive system of Local Government in Queensland which meets community needs and expectations and reflects the underlying principles in this Agreement.
- Create an environment where the Local Government sector is empowered, including through fit for purpose legislation
- Ensure local government is held to high levels of integrity and accountability, while enabling councillors to serve their community without unnecessary regulatory burden
- Demonstrate a commitment to good governance, a high standard of ethics and integrity, giving rise to community confidence in the State Government.
- Undertake timely and meaningful consultation on all policy, legislation, strategy and program initiatives where Local Government has an interest, with where practicable, a minimum consultation period of four weeks to allow the LGAQ to engage meaningfully with its members.
- Ensure timely and meaningful engagement with individual councils when making decisions that directly impact their local government area.
- Promote awareness of the Agreement amongst all Queensland Government departments, ensuring whole of government commitment to the agreed principles.

Department of Local Government, Water and Volunteers

4.3 Local Government roles and responsibilities

Under this Agreement, Local Government will:

- Demonstrate a commitment to good governance, a high standard of ethics and integrity, giving rise to community confidence in Local Government.
- Demonstrate they are doing the right things in the right way, always making decisions in the public interest.
- Recognise it is responsible for strategic planning and asset maintenance, designed to ensure sound financial management, a healthy balance sheet and an adequate revenue base relative to their revenue raising capacity.
- Undertake timely, cooperative, proper and meaningful engagement with the Queensland Government, where practicable, on all matters where the Queensland Government has an interest.

5. Operation and review of the Equal Partners in Government Agreement

This Agreement will remain in operation for three years from the date of signing. Meetings to review the operation of the Agreement may be held as required at the request of the Queensland Government or the LGAQ. Changes may be made from time to time by mutual agreement.

The Premier will meet with the LGAQ on at least a six-monthly basis and more frequently as warranted. At these meetings, the Parties will discuss key outcomes achieved under the Agreement, including progress against Government's objectives for the community, election commitments and the LGAQ's Annual Conference Resolutions and Annual Advocacy Action Plan.

The Minister for Local Government will meet with the LGAQ Executive a minimum of four times per year.

OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 15 July 2026

ITEM NO:

7.1

SUBJECT TITLE:

Financial Report for the month of June

AUTHOR AND OFFICERS TITLE:

Kaylene Carroll, Finance, Accountant

AUTHORISING OFFICER:

Shalveen Dayal (Chief Financial Officer),
Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

In accordance with s204 of the *Local Government Regulation 2012*, a monthly financial report must be presented to the Council. The financial report for June details the Council's current financial position and compares its performance against the adopted budget for 2025-26.

Officer's Recommendation:**That Council receives the Financial Report for June 2026****Background**

In accordance with section 204 of the *Local Government Regulation 2012* the financial report of Council must be presented at the monthly meeting of Council. This ensures adequate oversight of Council's financial position and performance against the latest approved budget.

Overall Financial Performance

Council's financial position remains strong as of 30 June 2026, with unrestricted working capital of approximately \$37.5 million and total cash and investments of \$49.3 million. Financial performance has exceeded budget expectations, delivering a year-to-date operating surplus of \$4.6 million compared with a budgeted deficit of \$2.3 million.

The favorable result has been driven primarily by higher grant funding receipts, including advance Financial Assistance Grant payments and disaster recovery funding, together with strong operating revenue performance.

Financial Performance

- **Operating Result**
- Year-to-date revenue totals \$49.4 million, exceeding the annual budget of \$42.5 million.
- Operating expenditure of \$44.8 million is in line with budget expectations,
- This has resulted in a net operating surplus of \$4.6 million, significantly better than the budgeted deficit position of \$2.3 million.

Note – the above totals are subject to change from accruals processing and annual adjustments yet to be finalised.

Key Drivers

Major contributors to the positive financial result include:

- Receipt of approximately 80% of the 2026/27 Financial Assistance Grant earlier than anticipated.
- Advance grant funding for major projects, including the Blackall Cultural Precinct Stage 2, Sewerage Treatment Plant & Residential Activation Fund

- Advance disaster recovery funding for 2025 flood damage works.
- Strong activity levels at the Blackall Saleyards, contributing increased revenue.

Cash and Liquidity Position

Council continues to maintain a very strong liquidity position.

Measure	Result
Cash at Bank	\$4.3 million
QTC Cash Fund Investments	\$45.0 million
Total Cash & Investments	\$49.3 million
Working Capital	\$37.5 million
Cash Expense Cover	13 months

Council's cash holdings comfortably exceed cash-backed obligations, including employee entitlements and unspent grant funding. The current cash expense cover ratio indicates Council can fund approximately 13 months of operational expenditure without requiring additional income sources.

Overall Assessment

As at 30 June 2026, Blackall-Tambo Regional Council remains in a strong financial position. Cash reserves are robust, liquidity levels remain well above industry benchmarks, and the operating result is significantly ahead of budget. Council continues to maintain a sound financial foundation, supported by strong revenue performance, prudent financial management and sufficient resources to meet current and future operational commitments while maintaining long-term financial sustainability.

Capital Projects

The progress update on capital projects is included in the Roadworks Report, and Assets and Major Projects Report.

Link to Corporate Plan

Organisational Performance & Financial Sustainability.

Operational & Governance Excellence - Continue to develop and improve processes that deliver value and provide efficiencies for the community.

Operational & Governance Excellence - Ensure best practice in corporate governance.

Financial Strength, Infrastructure & Projects - Commit to maintaining strong asset management, and fiscal sustainability.

Financial Strength, Infrastructure & Projects - Rates and charges will provide value for residents and support the delivery of infrastructure, facilities and services.

Financial Strength, Infrastructure & Projects - Commit to keeping the communities informed about activities, performance and employing robust policies and procedures to ensure legislative compliance and organisational integrity.

Financial Strength, Infrastructure & Projects - Ensure that asset spend is aligned with the optimised maintenance, replacement and renewal of our asset base.

Financial Strength, Infrastructure & Projects - Deliver planned capital and operational projects in line with council, business and communities' needs.

Consultation (internal/external)

Accountant, Chief Executive Officer, Chief Financial Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

FINANCE REPORT TO A MEETING OF THE BLACKALL-TAMBO REGIONAL COUNCIL HELD ON 15 JULY 2026

Contents

- 1. Cash Position**
- 2. Monthly Cash Flow Estimate**
- 3. Comparative Data**
- 4. Rates Arrears Summary**
- 5. Financial Dashboard**
- 6. Revenue and Expenditure Summary**
- 7. Variance Commentry**
- 8. Saleyards Report**

**FINANCE REPORT TO A MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL
HELD ON 15 JULY 2026**

1. Cash Position as at 30 June 2026

Cash at Bank

Operating Accounts	\$ 4,306,822
--------------------	--------------

Short Term Investments

Queensland Treasury Corporation - Cash Fund	\$ 45,000,000
	\$ 49,306,822

*ash and investments, plus any increases in the surplus
s over Creditors and unspent grants.*

Cash backed Current Liabilities (Employee Entitlements)	\$ 3,333,973
Unspent Grants (Restricted Cash)	\$ 8,837,195
	\$ 12,171,168

	<i>Debtors</i>	<i>Creditors</i>	
Balance of recoverable debtors - estimated creditors :	449,425	98,426	\$ 350,998

Plus cash surplus	49,306,822	12,171,168	\$ 37,135,654
			\$ 37,486,653

	Jul-26	Aug-26	Sep-26	Total
--	---------------	---------------	---------------	--------------

Cash inflows

Rates & fees & charges	265,000	465,000	2,700,000	3,430,000
Rent & interest	200,000	200,000	170,000	570,000
Sales Revenue & Recoverable Works	512,000	3,262,000	512,000	4,286,000
Grants/subsidies	95,000	610,000	2,100,000	2,805,000

Cash outflows

Employee benefits	(1,260,000)	(1,260,000)	(1,260,000)	(3,780,000)
Materials & services	(1,800,000)	(1,800,000)	(1,800,000)	(5,400,000)
Capital Expenditure	(2,900,000)	(900,000)	(900,000)	(4,700,000)
Net Cash inflow/(outflow)	(4,888,000)	577,000	1,522,000	(2,789,000)

3. Comparative Data:

	June 2026	June 2025
Cash position	49,306,822	34,273,823
Working capital	37,486,653	28,015,841
Rate arrears	43,547	28,049
Outstanding debtors	449,425	427,080
Current creditors	98,426	130,011

4. Rate Arrears Summary

Total Rates Outstanding Balance \$ **43,547**

Rates Outstanding Breakdown	Total	No. of Assessments
Current	\$ 84,903	61
1 Year	\$ 23,373	16
2 Years	\$ 12,886	7
3 Years and over	\$ 7,288	5

FINANCE REPORT TO A MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL HELD ON 15 JULY 2026

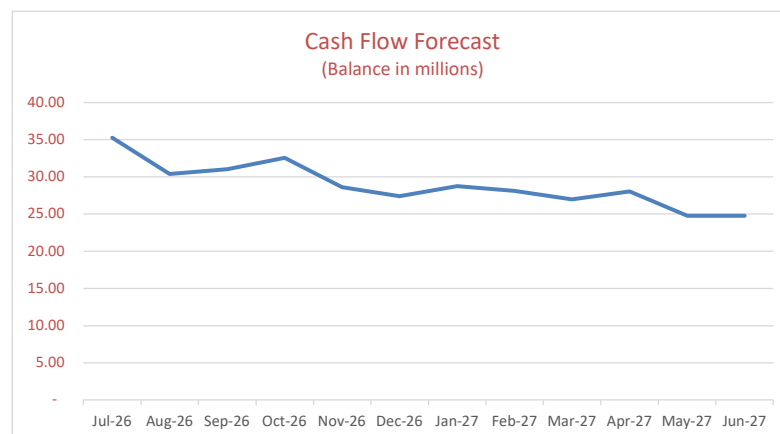
Financial Dashboard for the month ending June 2026
(all amounts in \$millions)

me Statement	YTD *	Budget FY	% Budget	Last YTD	Variance	
	\$49.40	\$42.50	116%	\$47.0	\$2.4	
	\$44.80	\$44.80	100%	\$41.7	(\$3.1)	
	\$4.60	(\$2.30)		\$5.3	(\$0.7)	
		-25	Movement	Last YTD	Movement	
			\$8.0	\$360.6	\$84.1	
				\$6.7	\$2.8	
					\$86.9	

Cash expense cover 13 months  Unrestricted Cash Balance \$36.5 	Council's unrestricted cash cover ratio indicates how long Council can continue paying day to day expenses from cash at bank without needing additional cash flow injections.
---	--

1. 80% upfront payment of 2026/27 Financial Assistance Grant was \$3m higher than budgeted expectation. Additionally QRA 30% upfront payments on REPA works for 2025 Flood Damage have been received in this FY.

YTD* the year to date actual amounts presented are based on all transactions recorded at the time of preparation. Council accounts are not adjusted for monthly accruals. Annual accruals and other adjustments are made at year end and the results may vary.



26 General Ledger2023.6.13.1		Revenue and Expenditure Summary						Page - 1	
(Accounts: 0100-0001-0000 to 5245-2000-0000. All report groups. 100% of year elapsed. To Level 4. Excludes committed costs)		Financial Year Ending 2026						Printed(KCARROLL): 03-07-2026 3:57:01 PM	
Blackall-Tambo Regional Council (Budget for full year)									
		REVENUE			EXPENDITURE				
		30 Jun 2026 ACTUAL	AMENDED BUDGET	ORIGINAL BUDGET	30 Jun 2026 ACTUAL	AMENDED BUDGET	ORIGINAL BUDGET		
1000-0001	ADMINISTRATION								
1000-0002	Administration	199,807.49	59%	337,500	337,500	4,611,643.85	89%	5,158,800	5,158,800
1100-0002	Finance	14,732,784.94	125%	11,817,749	11,817,749	2,565,718.34	157%	1,635,000	1,635,000
1200-0002	Oncosts	0.00	0%	0	0	132,935.80	---	0	0
1300-0002	Stores/Purchasing	0.00	0%	0	0	145,109.59	>999%	10,000	10,000
2000-0002	Corporate Governance	17,000.00	170%	10,000	10,000	996,328.46	107%	930,000	930,000
2100-0002	Business Activities	26,645.35	74%	36,000	36,000	59,721.21	69%	87,000	87,000
2150-0002	Saleyard Operations	1,891,425.68	199%	952,000	952,000	1,146,682.80	134%	856,100	856,100
2200-0002	Tambo Weighbridge	7,727.35	155%	5,000	5,000	20,655.07	132%	15,600	15,600
2350-0002	Airports/Aerodromes	165,878.89	99%	167,000	167,000	436,272.23	103%	423,500	423,500
2450-0002	Tourism	46,197.09	105%	44,000	44,000	366,767.69	79%	461,800	461,800
2500-0002	Planning & Development	77,592.51	97%	80,000	80,000	100,471.40	91%	110,000	110,000
2580-0002	Grants Capital & Operating Other	10,025,615.77	144%	6,955,751	6,955,751	1,930,467.93	>999%	40,000	40,000
2600-0002	Environmental	233,157.55	108%	215,000	215,000	309,194.59	87%	356,000	356,000
2650-0002	Animal Control	6,427.27	129%	5,000	5,000	185,211.82	199%	93,000	93,000
2700-0002	Stock Routes	214,119.20	128%	167,000	167,000	455,920.03	93%	492,000	492,000
3000-0002	Work Scheme and Community	23,314.06	93%	25,000	25,000	152,306.84	100%	152,000	152,000
3100-0002	Council Housing	221,540.00	101%	219,000	219,000	338,206.44	80%	421,700	421,700
3300-0002	Child Care Services	0.00	0%	0	0	18,035.72	82%	21,900	21,900
3350-0002	Sport and Recreation	5,781.80	116%	5,000	5,000	165,803.92	106%	156,000	156,000
3400-0002	Youth Services	1,182.54	---	0	0	75,701.20	84%	90,000	90,000
3415-0002	Tambo Multi-Purpose Centre	164,332.19	101%	163,500	163,500	383,235.16	110%	348,300	348,300
3445-0002	Disability	138,288.79	126%	110,000	110,000	63,705.25	91%	70,000	70,000
3460-0002	Community Services	883,515.94	132%	668,573	668,573	1,387,310.70	92%	1,511,573	1,511,573
3500-0002	Libraries, Education and Arts	33,354.49	85%	39,200	39,200	280,047.90	87%	323,400	323,400
3570-0002	RADF & Community Assistance	65,305.03	123%	53,000	53,000	508,179.04	62%	815,001	785,000
3600-0002	Halls and Cultural Centres	795.46	20%	4,000	4,000	325,128.64	69%	468,600	468,600
3700-0002	Showgrounds & Sports Facilities	485,063.54	>999%	11,000	11,000	920,567.25	114%	808,200	808,200
3800-0002	Corporate Buildings	0.00	0%	0	0	142,967.10	95%	150,000	150,000
1000-0001	ADMINISTRATION	29,666,852.93	134%	22,090,273	22,090,273	18,224,295.97	114%	16,005,474	15,975,473
4000-0001	WORKS AND SERVICES								
4001-0002	Works Office and Depot	0.00	0%	0	0	5,807,604.92	156%	3,721,400	3,721,400
4100-0002	Town Street Maintenance	0.00	0%	0	0	601,393.62	100%	600,000	600,000
4200-0002	Rural Roads Maintenance	3,323,994.00	139%	2,386,863	2,386,863	868,418.15	87%	1,000,000	1,000,000
4500-0002	Recoverable Works	20,404,640.84	85%	24,087,072	24,087,072	14,352,478.60	68%	21,087,057	21,087,057
4550-0002	Plant Operations	4,157,170.52	102%	4,060,000	4,060,000	3,645,903.19	93%	3,925,435	3,925,435
4600-0002	SES - Disaster Mgmt	65,078.86	277%	23,500	23,500	162,523.63	69%	236,600	236,600
4700-0002	Cemeteries	30,083.06	150%	20,000	20,000	184,444.74	134%	137,800	137,800
4800-0002	Parks, Gardens and Reserves	0.00	0%	0	0	1,423,908.76	104%	1,370,300	1,320,300
4860-0002	Aquatic Centres	0.00	0%	0	0	746,186.87	95%	786,800	786,800
5000-0002	Cleansing	378,396.71	94%	404,034	404,034	292,750.61	80%	366,000	366,000
5100-0002	Water Supply	1,045,039.79	102%	1,025,080	1,025,080	677,726.02	132%	515,000	515,000
5200-0002	Sewerage Services	879,586.84	99%	885,700	885,700	380,773.11	77%	496,400	496,400
4000-0001	WORKS AND SERVICES	30,283,990.62	92%	32,892,249	32,892,249	29,144,112.22	85%	34,242,792	34,192,792
TOTAL REVENUE AND EXPENDITURE		59,950,843.55	109%	54,982,522	54,982,522	47,368,408.19	94%	50,248,266	50,168,265

Account/Function Specific Comments for Revenue and Expenditure Summary Report

Account	Description	Revenue	Expenditure
1000	Administration		
1100	Finance	<i>80% upfront payment of Financial Assistance Grant</i>	<i>Higher than budgeted road adjustments.</i>
1200	Oncosts		
1300	Stores/Purchasing		
2000	Corporate Governance	<i>Includes \$17K WQPHN Community Flood recovery grant</i>	
2100	Business Activities		
2150	Saleyard Operations	<i>Increased sales activity YTD - higher than budgeted prices</i>	<i>Increase in revenue sees increase in expenditure YTD</i>
2200	Tambo Sawmill & Weighbridge		<i>Emergent repairs for Weighbridge</i>
2350	Airports/Aerodromes		
2450	Tourism		
2500	Planning & Development		
2580	Grants Capital & Operating Other	<i>Includes Precinct Stage 2 Grant advance funding \$5M, QRA advance funding for 2025 Flood Damage</i>	<i>Includes Precinct Stage 1 Expenditure of \$1,927,992</i>
2600	Environmental		
2650	Animal Control		<i>Includes Local Laws salaries & expenses. Local Law review costs included.</i>
2700	Stock Routes		
3000	Work Scheme and Community		
3100	Council Housing		
3300	Child Care Services		
3350	Sport and Recreation		
3400	Youth Services		
3415	Tambo MPC		
3445	Disability		
3460	Community Services		
3470	Miscellaneous Care		
3500	Libraries, Education		
3570	RADF & Community Assistance		
3600	Halls and Cultural Centres		
3700	Showgrounds & Sports	<i>Tambo Netball project receipts - Netball Club has grant funding, BTRC are the contracting party for works</i>	
3800	Corporate Buildings		
4001	Works Office and Depot		<i>Depreciation higher than budget due to 2025 comprehensive revaluation</i>
4100	Town Street Maintenance		
4200	Rural Roads Maintenance		
4500	Recoverable Works	<i>Timings for recoverable works are skewed to Q3 & Q4</i>	
4550	Plant Operations		
4600	SES - Disaster Management	<i>Includes Get Ready funding (recurring) and one off Flood Risk Management Program funding</i>	
4700	Cemeteries		<i>Additional costs relating to higher number of services</i>
4800	Parks, Gardens and Reserves		
4860	Aquatic Centres		
5000	Cleansing		
5100	Water Supply		
5200	Sewerage Services		

FINANCE REPORT TO A MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL HELD ON 15 JULY 2026

Blackall Saleyards Report for the month ending June 2026

Current Projects & Updates

1. Strong spelling contracts, new yards will increase capacity in this area.
2. Private weigh cattle remain high as the market moves towards this process as a norm.
3. Casual employee positions advertised.
4. General maintenance including maintenance to lights over the wash down bay will progress over the coming weeks.

Blackall Saleyards Monthly Statistics

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	YTD 25-26	2024-25
Spelling Cattle	12,601	9,078	4,260	7,181	5,841	1,349	824	990	3,581	5,387	11,697	9,417	72,206	73,284
Spelling Sheep		243		101					11	536			891	843
Prime & Store	5,287	6,650	8,936	9,678	9,759	3,332			2,115	3,353	3,161	8,521	60,792	23,511
Weaner & Store	2,562	5,611	6,199	4,357	5,180				4,993	2,863	4,068	5,327	41,160	43,720
Private Weigh	3,036	2,269	4,762	1,725	2,274	493	1,433	331	1,765	2,293	6,001	5,145	31,527	28,237
Private Weigh	3,932	4,929	4,554	4,732	1,596	2,883	293	953	1,791	3,885	4,479	3,025	37,052	27,368
Private Scan													-	1,373
Bull Sales			263	123					111				497	490
Totals	27,418	28,780	28,974	27,897	24,650	8,057	2,550	2,274	14,256	18,317	29,406	31,435	244,125	
Prior Year	22,814	24,847	19,381	21,208	15,211	8,614	3,034	10,456	7,055	7,095	33,365	25,746	198,826	

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 15 July 2026

ITEM NO:

7.2

SUBJECT TITLE:

Fleet Report for the month of June

AUTHOR AND OFFICERS TITLE:

Dallas Kowald-Dawson, Fleet Supervisor

AUTHORISING OFFICER:

Shalveen Dayal (Chief Financial Officer),

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The Fleet Report provides information on the operation and serviceability of Council's fleet.

Officer's Recommendation:

That Council receive the Fleet Report for June 2026.

Background

- Preventative/Routine maintenance.
- Minor breakdowns, downtime high due to factors outside of Council's control.

Monthly Statistics

Number of plant items serviced	6
Number of plant breakdowns	3
Number of call outs	0
Hours downtime due to servicing	16.5
Hours downtime due to breakdown	114
Hours downtime due to parts availability	104
Number of incidents	0
Lost Time Injury (LTI) resulting from incidents	0

Breakdown Register

Plant Number	Plant Description	DOM	Hours Down	Breakdown description
3201	Cat Skidsteer	2023	76	Both rear axles were replaced under warranty by Hastings Deering. Down time excessive due to wait time for Hastings to get parts and schedule into their job list.
5102	Yutong Bus	2025	38	Faulty catch on wheelchair access door. Parts were ordered and sent well in advance before the problem escalated. Parts delivery delay extended down time. Upon receipt of the parts, repairs were completed and the bus was fully operational within four hours.
	Total		114	

Link to Corporate Plan

Organisational Performance & Financial Sustainability

Operational & Governance Excellence - Ensure a safe and healthy environment for communities to live, work and play by providing a safe and healthy workplace where improvement, innovation and initiative are fostered and supported.

Financial Strength, Infrastructure & Projects - Ensure that asset spend is aligned with the optimised maintenance, replacement and renewal of our asset base.

Financial Strength, Infrastructure & Projects - Deliver planned capital and operational projects in line with council, business and communities' needs.

Financial Strength, Infrastructure & Projects - Effective road and street infrastructure investment to accomplish maintenance priorities and development opportunities.

Consultation (internal/external)

Chief Executive Officer, Chief Financial Officer, Fleet Supervisor

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 15 July 2026

ITEM NO:

8.1

SUBJECT TITLE:

Adoption of Responsible Use of Artificial Intelligence Policy

AUTHOR AND OFFICERS TITLE:

Kaylene Carroll (Accountant)

AUTHORISING OFFICER:

Shalveen Dayal (Chief Financial Officer),
Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The Responsible Use of Artificial Intelligence (AI) Policy establishes Council's position on the use of AI tools in the workplace. It sets clear expectations for approved use, risk management, data protection, accountability and human-centred decision making.

Officer's Recommendation:

That Council adopt the Responsible Use of Artificial Intelligence Policy.

Background

Artificial intelligence technologies are increasingly being used across government, industry and the broader community. While AI presents opportunities to improve efficiency, service delivery and decision support, it also introduces risks relating to privacy, data security, accuracy, bias, transparency and accountability. The proposed policy has been developed to ensure Council's use of AI is responsible, lawful and consistent with community expectations.

Link to Corporate Plan

Organisational Performance & Financial Sustainability

Operational & Governance Excellence - Ensure best practice in corporate governance.

Operational & Governance Excellence - Understand there are future implications for decisions made today.

Financial Strength, Infrastructure & Projects - Commit to keeping the communities informed about activities, performance and employing robust policies and procedures to ensure legislative compliance and organisational integrity.

Consultation (internal/external)

Chief Executive Officer

Chief Financial Officer

Accountant

Group Manager Customer and Council Support Services

IT Officer

Policy Implications

Responsible Use of Artificial Intelligence Policy

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Staff may use AI tools inconsistently or without sufficient understanding, resulting in inappropriate use, reliance on inaccurate outputs or disclosure of confidential or sensitive Council information.	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Without clear governance, Council's use of AI may not align with organisational objectives, legislative obligations, community expectations or public trust.	Medium
Ethical	Low	AI tools may produce biased, inaccurate or non-transparent outcomes, potentially impacting fairness, accountability, privacy and confidence in Council decision-making.	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Manage the risks through a controlled, risk-based approach requiring approved AI tools only, staff awareness, clear governance, human oversight, and compliance with Council's privacy, security and legislative obligations.

Human Rights Impact

Section 4(b) of the *Human Rights Act 2019* (the Act) requires public entities to act and make decisions in a way compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:	
1. Recognition and equality before the law	2. Right to life
3. Protection from torture and cruel, inhuman or degrading treatment	4. Freedom from forced work
5. Freedom of movement	6. Freedom of thought, conscience, religion and belief
7. Freedom of expression	8. Peaceful assembly and freedom of association
9. Taking part in public life	10. Property rights
11. Privacy and reputation	12. Protection of families and children
13. Cultural rights – generally	14. Cultural rights – Aboriginal peoples and Torres Strait Islander peoples
15. Right to liberty and security of person	16. Humane treatment when deprived of liberty
17. Fair hearing	18. Rights in criminal proceedings
19. Children in the criminal process	20. Right not to be tried or punished more than once
21. Retrospective criminal laws	22. Right to education
23. Right to health services	

Consideration has been afforded with regard to the 23 human rights, and no human rights have been limited in the forming of the officer recommendation.

Attachments

1. Responsible Use of Artificial Intelligence Policy [8.1.1 - 3 pages]
2. Acceptable AI Platforms Register [8.1.2 - 1 page]



Blackall-Tambo **Regional Council**

Responsible Use of Artificial Intelligence Policy

1. Introduction

Artificial intelligence (AI) technology is currently driving transformation across all areas of government, industry and society. This policy aims to facilitate the adoption of AI technologies at Council to serve the community and sets out requirements for its ethical, safe and compliant use, in line with Council's values, community expectations and legislative obligations.

2. Scope

This Policy applies to all employees, Councillors, volunteers and contractors of Council who use Council data and artificial intelligence technologies in their work. This policy enables appropriate usage of AI within Council, whilst protecting data from unauthorised exposure.

3. Purpose and Principles

The Australian Government's Artificial Intelligence (AI) Ethics Principles¹ guide businesses and government agencies in the responsible design, development and use of AI. These eight principles help ensure AI systems are safe, secure, reliance and trustworthy.

Human, societal and environmental wellbeing: AI systems should benefit individuals, society and the environment.

Human-centred values: AI systems should respect human rights, diversity and the autonomy of individuals.

Fairness: AI systems should be inclusive and accessible, and should not involve or result in unfair discrimination against individuals, communities or groups.

Privacy protection and security: AI systems should respect and uphold privacy rights and data protection, and ensure the security of data.

Reliability and safety: AI systems should reliably operate in accordance with their intended purpose.

Transparency and explainability: There should be transparency and responsible disclosure so people can understand when they are being significantly impacted by AI, and can find out when an AI system is engaging with them.

¹ <https://www.industry.gov.au/publications/australias-ai-ethics-principles#ai-ethics-principles-in-detail>

Policy Number:	Effective Date: Review Date:	Version: 1.0	Page 1 of 3
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Responsible Use of Artificial Intelligence Policy

Contestability: When an AI system significantly impacts, a person, community, group or environment, there should be a timely process to allow people to challenge the use or outcomes of the AI system.

Accountability: People responsible for the different phases of the AI system lifecycle should be identifiable and accountable for the outcomes of the AI systems, and human oversight of AI systems should be enabled.

Council has established an AI framework to apply Australia's AI Ethics Principles. The AI framework will consist of this policy and other documents that set out council requirements for:

- Safeguarding personal information, data and abide by other applicable laws when using approved AI technology
- Evaluating AI technology prior to acquisition or approval for use; and
- Managing quality control of the AI technology through the AI lifecycle.

4. Data Protection and Security

Any data entered into AI systems is likely to be stored externally to Council and Council will have little ability to know who has access to it.

All actions, documents and data shared when utilising AI tools should be treated as disclosures of information and must adhere to Council's policies, including Confidentiality Policy, Information Privacy Policy, Recordkeeping Policy, applicable legislation and information privacy principles.

AI should only be used in low-risk situations, with appropriate risk mitigation measures applied where necessary. Information classified as confidential, sensitive or otherwise restricted must not be entered into AI tools.

Users must only use Council approved AI tools for work purposes. The Information and Technology Department will maintain a register of approved AI tools. The use of non-approved AI tools is prohibited to minimise data residency, privacy and security risks.

Council will take advice from the Australian Government and Queensland Government agencies regarding the use of AI systems and will block systems deemed an unacceptable risk.

5. Unacceptable Usage

Council will not utilise AI tools that:

- Compromise the privacy, security or rights of individuals, stakeholders or communities.
- Are deployed without a prior risk assessment and appropriate governance approval.
- Makes decisions that do not involve meaningful human oversight and have a substantial impact on individuals.
- Perpetuate or amplifies bias, discrimination or unfairness in decision-making processes.
- Contravene any existing Council policies, administration instructions or relevant legislation.
- Have a mandatory direction issued by the Australian or Queensland Governments, prohibiting the use of the solution.

Policy Number:	Date Effective: Review Date:	Version: 1.0	Page 2 of 3
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Responsible Use of Artificial Intelligence Policy

6. Accountability and Human Centred Decision Making

Council engages in a broad range of activities and delivers many services for the community. AI systems must never be the final decision-maker on Council activities or services. Any responses or outcomes provided by AI systems must be critically analysed for appropriateness and accuracy before being used, as they can provide incorrect answers in a confident way.

Council should consider whether responses or outcomes are factually accurate, meet community expectations, or are biased.

Council should also consider intellectual property rights of third parties as well as broader privacy and copyright issues when using these systems.

Council will not use AI to make decisions that are excluded by law or have the potential to:

- Contravene administrative law requirements of legality, reasonableness, rationality and transparency
- Contravene privacy, data security or other legal requirements (including human rights obligations)
- Compromise accuracy in decision making
- Compromise the exercise of decision-making discretion or judgement
- Significantly undermine public confidence in government administration.

Where decisions can be made using AI safely, accurately and free from bias, Council will be open and transparent about its use and clearly explain a person's right to challenge the use or outcomes of the AI system.

7. References and Related Documents

Local Government Act 2009
Local Government Regulation 2012
Human Rights Act 2019
Information Privacy Act 2009
Anti-Discrimination Act 1991
 Confidentiality Policy
 Information Privacy Policy
 Recordkeeping Policy
 Code of Conduct for Employees
 Councillor Code of Conduct
 IT Security Policy
 Data Breach Policy
 Data Breach Response Policy

8. Version Control

Version	Changes	Date of Adoption/Review
Version 1.0	New policy	

Policy Number:	Date Effective: Review Date:	Version: 1.0	Page 3 of 3
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REGISTER OF ACCEPTABLE AI PLATFORMS

The following AI Platforms are approved for use within the Blackall-Tambo Regional Council:

- Microsoft 365 Copilot
- Azure OpenAI services
- Other approved Enterprise AI platforms (e.g. An Enterprise software or application that has an AI tool attached to the program, this AI tool is allowed).

All other AI Platforms are unacceptable for use.

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 15 July 2026

ITEM NO:

8.2

SUBJECT TITLE:

Review of Business Continuity and Recovery Plan

AUTHOR AND OFFICERS TITLE:

Kaylene Carroll (Accountant)

AUTHORISING OFFICER:

Shalveen Dayal (Chief Financial Officer),
Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The updated Business Continuity and Recovery Plan provides Council with a structured framework to respond to, manage and recover from significant disruptions that may impact Council operations, services, staff, assets and the community. The Plan identifies critical business functions, recovery priorities, governance arrangements and response procedures to ensure the timely restoration of essential services following an incident.

Officer's Recommendation:

That Council adopt the revised and updated Business Continuity and Recovery Plan.

Background

Council is responsible for maintaining the delivery of essential services and meeting its legislative obligations during times of disruption. The Business Continuity and Recovery Plan has been reviewed and updated to ensure it remains contemporary, reflects current organisational structures and responsibilities, aligns with Council's risk management framework, and incorporates current recovery arrangements for critical business functions.

The Plan adopts a risk-based approach to business continuity management and outlines the processes for prevention, preparedness, response, recovery and continual improvement. It identifies key service areas, recovery time objectives, potential risks and treatment strategies, together with clear governance and communication arrangements to support Council's ability to respond effectively to emergencies and maintain critical operations. Adoption of the updated Plan will ensure Council has appropriate arrangements in place to minimise operational, financial and reputational impacts arising from significant incidents.

Link to Corporate Plan

Organisational Performance & Financial Sustainability

Operational & Governance Excellence - Ensure a safe and healthy environment for communities to live, work and play by providing a safe and healthy workplace where improvement, innovation and initiative are fostered and supported.

Operational & Governance Excellence - Ensure best practice in corporate governance.

Consultation (internal/external)

Chief Executive Officer

Chief Financial Officer

Director of Lifestyle and Community

Director Organisational Performance

Accountant

Policy Implications

Business Continuity and Recovery Plan

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Significant disruption (e.g. cyber incident, flood, fire or loss of ICT systems) may result in unplanned expenditure, increased recovery costs and interruption to revenue collection or payment processing before recovery arrangements are fully implemented.	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Major incidents may create health, safety and wellbeing risks for employees, contractors, volunteers and members of the community, particularly during emergency response and recovery activities.	Low
Operational	Medium	Failure or prolonged disruption of critical business functions such as ICT, payroll, accounts payable, water, sewerage or waste services may impact Council's ability to deliver essential services.	Medium
Environmental	Medium	Nil	Low
Strategic	Medium	A major incident affecting multiple services simultaneously may reduce Council's ability to achieve strategic objectives and maintain service levels expected by the community.	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

The identified risks will be managed through implementation of the Business Continuity and Recovery Plan, which establishes governance arrangements, response and recovery procedures, business continuity roles and responsibilities, communication protocols, critical service recovery objectives, and regular review and testing processes. These measures are designed to minimise disruption to Council operations, protect staff and community safety, and support the timely restoration of essential services following a significant incident.

Human Rights Impact

Section 4(b) of the *Human Rights Act 2019* (the Act) requires public entities to act and make decisions in a way compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:	
1. Recognition and equality before the law	2. Right to life
3. Protection from torture and cruel, inhuman or degrading treatment	4. Freedom from forced work
5. Freedom of movement	6. Freedom of thought, conscience, religion and belief
7. Freedom of expression	8. Peaceful assembly and freedom of association
9. Taking part in public life	10. Property rights
11. Privacy and reputation	12. Protection of families and children
13. Cultural rights – generally	14. Cultural rights – Aboriginal peoples and Torres Strait Islander peoples
15. Right to liberty and security of person	16. Humane treatment when deprived of liberty
17. Fair hearing	18. Rights in criminal proceedings
19. Children in the criminal process	20. Right not to be tried or punished more than once
21. Retrospective criminal laws	22. Right to education
23. Right to health services	

Consideration has been afforded with regard to the 23 human rights and no human rights have been limited in the forming of the officer recommendation.

Attachments

1. Business Continuity and Recovery Plan [8.2.1 - 23 pages]



Blackall-Tambo Regional Council

Business Continuity and Recovery Plan

Contents

1. Document Control
2. Purpose and Objectives
3. Scope of the Plan
4. Definitions and Glossary
5. Governance and Business Continuity Management
6. Business Continuity Team
7. Activation of the Plan
8. Business Continuity and Recovery Coordination Centre
9. Critical Business Functions
10. Business Impact Analysis
11. Risk Assessment and Treatment
12. Incident Response Framework
13. Emergency Communications
14. Event Log
15. Recovery Plan
16. Version Control

1. Document Control

Distribution List

Copy No.	Name	Position	Location
001	Andrew Martin	Mayor	Tambo
002	David Hardie	Deputy Mayor	Blackall
003	Mike Lollback	Chief Executive Officer	Blackall
004	Alison Lamb	Director Organisational Performance	Blackall
005	Shalveen Dayal	Chief Financial Officer	Blackall
006	Jaimee-Lee O'Brien	Director Lifestyle and Communities	Blackall
007	Kaylene Carroll	Accountant	Blackall

Document Owner - Chief Executive Officer

Plan Custodian - Chief Financial Officer

Approval Authority - Chief Executive Officer

Review Frequency - Annually or following activation of the Plan.

2. Purpose and Objectives

The purpose of this Business Continuity and Recovery Plan (BCRP) is to provide a structured framework for responding to and recovering from events that significantly disrupt Council services.

The Plan aims to:

- Protect employees, contractors, visitors and the community.
- Maintain critical Council functions during disruption.
- Facilitate a coordinated response to significant incidents.
- Minimise operational, financial and reputational impacts.
- Restore services within identified Recovery Time Objectives (RTOs).
- Support legislative, regulatory and contractual obligations.
- Provide clear recovery responsibilities.
- Ensure continual improvement through review and testing.

3. Scope of the Plan

This Plan applies to all:

- Council facilities.
- Staff, contractors and volunteers.
- Information technology systems.
- Essential services.
- Community-facing services.
- Administrative and finance functions.

A significant disruption may include:

- Fire.
- Flood.
- Storm.
- Utility failure.
- Pandemic or disease outbreak.
- Cyber incident.
- Loss of ICT services.
- Building inaccessibility.
- Major equipment failure.
- Theft or malicious damage.

4. Definitions and Glossary

Business Continuity Planning	A process that helps develop a plan document to manage the risks to a business, ensuring that it can operate to the extent required in the event of a crisis/disaster.
Business Continuity Management Plan	A document containing all the information required to ensure that your business can resume critical business activities should a crisis/disaster occur.
Business Impact Analysis	The process of gathering information to determine basic recovery requirements for your key business activities in the event of a crisis/disaster.
Key business (services) activities	Those activities essential to deliver outputs and achieve business objectives.
Recovery Time Objective (RTO)	The time from which you declare a crisis/disaster to the time that the critical business functions must be fully operational to avoid serious financial loss.
Resources	The means that support delivery of an identifiable output and/or result. Resources may be money, physical assets, or most importantly, people.
Risk Management	Is the process of defining and analysing risks, and then deciding on the appropriate course of action to minimise these risks, whilst still achieving business goals?

Associated Plans and Documents

- ICT Business Continuity Plan
- Enterprise Risk Management Framework
- Risk Registers
- Local Disaster Management Plan
- Workplace Health and Safety Procedures
- Emergency Management Procedures
- Records Management Policy

5. Governance and Business Continuity Management

Council adopts a risk-based approach to business continuity planning.

Business continuity management encompasses:

- Prevention
- Preparedness
- Response
- Recovery
- Review and Improvement

The Plan operates alongside:

- Risk Management Policy
- Enterprise Risk Management Framework
- ICT Business Continuity Plan
- Disaster Management Plans
- WHS Documentation
- Risk Registers
- Internal Control Policy

6. Business Continuity Team

The Business Continuity Team will act as Council's immediate response and recovery group undertaking such functions as are required by the organisation, establishing priorities, organising and directing Council's resources and providing information to Council employees, members of the public and insurers as required. The Business Continuity Team will assemble upon the instructions of the CEO or the nominated Chairperson at the nominated Business and Continuity Recovery Coordination Centre.

Core Membership

Position	Role
CEO	Chairperson
Mayor	Strategic Oversight
CFO	Finance and Business Recovery Lead
Director Organisational Performance	Infrastructure Recovery Lead
Director Lifestyle and Communities	Community Services Recovery Lead
Accountant	Financial Support
ICT Provider	ICT Recovery Lead
Executive Assistant	Administration and Coordination

Responsibilities

The Business Continuity Team will:

- Direct the response and recovery effort.
- Determine service priorities.
- Approve resource allocation.
- Coordinate communications.
- Monitor recovery progress.
- Provide updates to Mayor and Councillors.
- Review lessons learned.

7. Activation of the Plan

The Plan may be activated by:

- Chief Executive Officer
- Acting Chief Executive Officer

Activation occurs when:

- Critical services cannot operate normally.
- Council facilities become unavailable.
- ICT systems are significantly disrupted.
- Community services are materially affected.

Activation Levels

Level	Description
Level 1	Localised disruption
Level 2	Significant service interruption
Level 3	Major Council-wide disruption

8. Business Continuity and Recovery Coordination Centre

Primary Recovery Centre

Blackall Cultural Centre

Facilities available:

- Meeting spaces
- Kitchen facilities
- Bathrooms

- Communication capability
- Storage areas

Secondary Recovery Centre

Council Depot or other nominated facility as determined by the CEO.

Coordination Centre Functions

- Business Continuity Team meetings
- Communications hub
- Recovery coordination
- Financial control
- Incident documentation

9. Critical Business Functions

Critical business functions are those services and operational activities essential to maintaining Council's legislative obligations, protecting public health and safety, supporting community wellbeing, safeguarding Council assets, and enabling the continued delivery of services during and following a disruption. Recovery priorities are determined through consideration of operational, financial, regulatory and community impacts.

Priority	Function	RTO
1	Information Technology	1 Day
1	Accounts Payable	1 Day
1	Cleaning of Critical Facilities	1 Day
2	Payroll	1 Day
2	Stores	1 Day
2	Rubbish Collection	1 Day
3	Water	2 Days
3	Sewerage	2 Days
4	Customer Service	1 Day
5	Environmental Health	1 Week
5	Workshop Operations	1 Week

10. Business Impact Analysis

Key Services	Impact	Responsible Officer	Description	Impact of Disruption	Recovery Priority
Information Technology	Medium	Chief Financial Officer	Supports all Council systems, communications, financial operations, service delivery platforms, records management and remote access capability.	Loss of ICT significantly impacts all business operations, customer service, communications and regulatory reporting.	Restore network connectivity, critical applications, cloud services, telephony and cyber security controls.
Accounts Payable	Low	Chief Financial Officer	Processes supplier invoices and payments to maintain essential services, contractors and operational commitments.	Delayed payments may result in disruption to supply chains, contractor services and reputational damage.	Re-establish financial systems, banking access and payment approval processes.
Cleaning of Critical Facilities	High	Director Organisational Performance	Ensures operational facilities remain safe, hygienic and suitable for staff and public use.	Inability to maintain sanitary facilities may create health and safety risks and limit operational capacity.	Prioritise cleaning resources for recovery centres, administration buildings and critical infrastructure sites.
Payroll	Medium	Director Organisational Performance	Ensures employees are paid accurately and on time.	Delayed payroll can affect workforce wellbeing, morale and employee availability during recovery activities.	Restore payroll systems, employee records and banking interfaces.
Stores	Medium	Chief Financial Officer	Provides access to materials, tools, fuel and consumables required for	Recovery efforts may be delayed due to lack of	Establish inventory access and alternative procurement arrangements.

			operational and emergency response activities.	critical supplies and equipment.	
Rubbish Collection	High	Director Organisational Performance	Maintains public health, environmental standards and community amenity through waste removal services.	Accumulated waste creates health hazards, community complaints and environmental impacts.	Resume collection services and establish temporary disposal arrangements if required.
Water Services	High	Director Organisational Performance	Provides safe drinking water and supports public health, community wellbeing and firefighting capability.	Extended outages can create significant public health and emergency management issues.	Restore treatment, pumping, monitoring and distribution systems.
Sewerage Services	High	Director Organisational Performance	Protects public health and the environment through wastewater collection and treatment.	Service disruption may cause environmental contamination and health risks.	Restore treatment processes, pumping infrastructure and monitoring systems.
Funeral Services	High	Director Lifestyles and Communities	Supports burial operations and community expectations during times of bereavement.	Delays may cause significant community concern and reputational impacts.	Maintain access to cemetery operations, records and essential service providers.
Customer Service	Low	Director Organisational Performance	Provides the primary point of contact for residents, ratepayers, customers and stakeholders.	Reduced communication may affect public confidence and hinder dissemination of important information.	Restore telephone, email, website and counter service functions.

Environmental Health	Low	Director Organisational Performance	Supports compliance, public health monitoring and response to environmental incidents.	Extended disruption may affect regulatory responsibilities and community health outcomes.	Prioritise urgent inspections, public health issues and compliance activities.
Workshop Operations	Low	Chief Financial Officer	Maintains Council fleet, plant and equipment necessary for service delivery and disaster recovery activities.	Reduced maintenance capability may limit operational response and restoration activities.	Restore access to workshop facilities, tools, parts and technical staff.

11. Risk Assessment and Treatment

Effective business continuity relies on the identification, assessment and management of risks that may adversely affect Council operations. Council maintains risk treatment strategies designed to minimise service interruptions, protect critical assets and infrastructure, support public health and safety, and ensure the timely recovery of essential services. The risks identified within this section are reviewed regularly and following significant incidents to ensure the continued effectiveness of controls and recovery arrangements.

Information, Communications and Technology risks are outlined within the ICT Business Continuity Plan and are managed by the Chief Financial Officer.

Risk Description	Risk Rating	Impact	Existing Controls	Responsible Officer
Power Outage	Medium	High to Very High	Council relies upon the ERGON supplied power to the Council Offices. The power is regulated to their premises, where the Air-Conditioning control panel are also located. Although the ERGON power is considered reliable, constant 'brown-outs' are a major concern to Council. The Blackall Admin Server has been set-up to allow for a generator cut-over system to subsidise power.	Director Organisational Performance

			Generators are present on site at the Blackall Administration Office, Blackall Depot along with 2 mobile generators available for use across the region.	
Cyclone	Low	High to Very High	The Council Chambers are not built for cyclonic conditions, but the safe room can be utilised for additional protection. Council have emergency ICT shutdown procedures in place and practiced, should the need arise.	CEO
Flood	Medium	High to Very High	Council maintains flood response procedures, disaster management arrangements and emergency communications processes. Critical records are stored electronically with cloud-based backups. Alternate work locations may be activated if Council offices become inaccessible. Road and infrastructure inspections are undertaken following flood events.	CEO / Director Organisational Performance
Fire	Medium	High	Fire detection and suppression systems are maintained at Council facilities. Emergency evacuation procedures are implemented and regularly reviewed. Critical records are electronically stored and backed up. Insurance arrangements are maintained for Council assets and infrastructure.	Director Organisational Performance
Cyber Incident	High	Very High	ICT systems are protected through firewalls, anti-virus software, multi-factor authentication, user access controls and regular system updates. Daily backups are maintained and monitored. ICT recovery procedures are documented within the ICT Business Continuity Plan.	CFO
Pandemic	Medium	High	Remote work arrangements, hygiene controls and workforce management procedures support business continuity. Critical functions are cross-trained to minimise reliance on individual employees.	CEO
Building Inaccessibility	Medium	High	Recovery arrangements include relocation to the Blackall Cultural Centre, Council Depot or another nominated site. Remote access capability is available for administrative staff where practical.	CEO

Fuel Supply Interruption	Low to Medium	High	Fuel stocks are monitored and supply agreements maintained with external providers. Essential services and emergency response activities receive priority allocation during shortages. Council has dedicated fuel stores along with Fuel Pods on various Council vehicles, of which levels are reviewed and topped up weekly.	Director Organisational Performance
Water Supply Failure	Medium	Very High	Backup pumping arrangements, emergency repairs and operational monitoring systems support continuity of supply. Contractors and suppliers can be engaged to assist with restoration activities.	Director Organisational Performance

12. Incident Response Framework

Immediate Priorities

1. Protect life and safety.
2. Contact emergency services.
3. Evacuate if required.
4. Activate continuity arrangements.
5. Notify the Business Continuity Team.
6. Establish the Recovery Coordination Centre.
7. Begin event logging.
8. Incident Response Plan

Incident Response Plan

Immediate Response Checklist

INCIDENT RESPONSE	☐	ACTIONS TAKEN
Have you:	☐	
• assessed the severity of the incident?	☐	
• evacuated the site if necessary?	☐	
• accounted for everyone?	☐	
• identified any injuries to persons?	☐	
• contacted Emergency Services?	☐	
• implemented your Incident Response Plan?	☐	
• started an Event Log?	☐	
• activated staff members and resources?	☐	
• appointed a spokesperson?	☐	
• gained more information as a priority?	☐	
• briefed team members on incident?	☐	
• allocated specific roles and responsibilities?	☐	
• identified any damage?	☐	
• identified critical business activities that have been disrupted?	☐	
• kept staff informed?	☐	
• contacted key stakeholders?	☐	
• understood and complied with any regulatory/compliance requirements?	☐	
• initiated media/public relations response?	☐	

Evacuation Procedures

Summary of staff to be relocated in the event of an emergency

Position	Council Corporate Offices	Works Depot
Mayor	☑	
Chief Executive Officer	☑	
Executive Assistant	☑	
Chief Financial Officer	☑	
Director Organisational Performance	☑	☑
Director Lifestyle and Communities	☑	
Finance Manager	☑	
Workshop Supervisor and staff	☑	☑
IT Provider	☑	
Other Administration and Finance Staff	☑	
Visitors	☑	☑

Staff Relocation and Alternate Work Arrangements**Primary Relocation Site**

Blackall Cultural Centre

Work Arrangements

- Office relocation
- Remote work
- Mobile operations
- Depot-based operations

Relocation Matrix

Function	Primary Location	Alternate Location
Executive Team	Chambers	Blackall Cultural Centre
Finance	Chambers	Blackall Cultural Centre
Customer Service	Chambers	Blackall Cultural Centre
ICT	Cloud/Remote	Recovery Site
Management Team	Chambers	Blackall Cultural Centre

Proposed Relocation Sites

Team	Location	Details
Administrative Staff	Blackall Cultural Centre	Cultural Centre is a Council owned facility with a large amount of available space, kitchen and bathroom facilities.
Management / ELT	Blackall Cultural Centre	It is desirable that separate facilities are available in the relocated building for the management team in case of an emergency closing the Council Office.

Server and Telecommunications	Blackall Cultural Centre	Council have two generators as a back-up power supply for use in an emergency. Council will utilise mobile phones if the land lines are not available. Internet / email communications will be enabled using cloud support.
Document Storage	Blackall Depot	It is essential to have a secure area where damaged documents can be stored prior to their restoration.
Equipment Storage	Blackall Depot	It is desirable that an area is available for the storage of damaged equipment and furniture

Relocation Requirements

Issue	Process
Office Equipment	The relocation would include desks, each with connections to a local LAN, telephone and mains power. An additional area will be needed for a photocopier. A server will be required for the LAN, and this will require mains power.
Stationery Supplies	An emergency supply of stationery items is to be acquired for immediate use after an emergency. This supply should include: • 20 reams of paper • 500 Council letterhead • 500 envelopes • 2 copies of each form used by council • Manual receipt forms • Manual order books or copies of printed forms • 10 A4 pads • 50 pens • Phone Charger

GO-Pack

The following items and equipment are to be prepared in a pack held in the Council Chambers safe. This pack must be updated annually with the plan to ensure contents are current and accurate.

Item	Detail
Business Continuity Plan	Copy of this document and associated checklists
Employee List	Names and contact details
Councillor List	Names and contact details
Insurance	Contact details for insurances held: LGMS – JLT Public Sector 07 3000 5555
Stationery	Branded letterhead, note pads, flip chart, marker pens, general stationery
Equipment	Spare Keys Torch & Spare Batteries
Contractor List	Pre-qualified Suppliers

Roles and Responsibilities

Who	Detail
Mayor	1. Oversee the running of Council activities at an acceptable level. 2. To handle media queries in conjunction with the CEO

CEO	1. To manage Council activities and the provision of essential services at an acceptable level. 2. To ensure that normal operation is restored as soon as practicable. 3. To advise the Mayor on media queries. 4. To maintain the morale of Council staff.
CFO	1. To resolve issues raised by a major emergency. 2. To ensure that Council continues to meet its statutory obligations. 3. To attend meetings of management at site of serious emergencies. 4. To ensure that, if the emergency involves relocation of services the widest circulation is given to the changed information. 5. To provide rating services and make creditor payments. 6. To answer property information queries. 7. To ensure that alternative accommodation is available for staff displaced by an emergency. 8. To assist with negotiations in connection with any Council building affected by an emergency.
Director Organisational Performance	1. To assist the CEO in resolving issues raised by a major emergency. 2. To maintain work on urgent Council projects. 3. To provide payroll services. 4. To report injury or fatality to WorkCare.
Environmental Health Officer	1. To assist the CEO in resolving issues raised by a major emergency. 2. To ensure compliance with health and environmental regulations
Accountant	1. To manage budget issues raised by or during the emergency. 2. To ensure that accounting procedures and practices are in place to ensure the proper financial management of an emergency.
GM People Safety and Culture	1. To arrange counselling for staff after an emergency. 2. To manage safety issues
GM Council & Corporate Services	1. To assist the CEO in managing a return to normal operation. 2. To consult with GM People Safety and Culture for the provision of next-of-kin information. 3. To ensure, as far as practical, that all Council meetings continue to be held in accordance with the published schedule.
Administration Officers	1. To ensure that all Council's business functions are met as far as possible.

13. Emergency Communications

Communications on Progress of the Emergency

The procedures make substantial provision for the updating of the management team by the Emergency Controller. This is done using a telephone tree.

- The Chief Executive Officer calls the Mayor and Directors.
- The Mayor calls the Councillors.
- The Directors call any affected staff.
- The Chief Executive Officer briefs the Mayor, who then briefs the media.
- The Director Organisational Performance handles any Work Care issues.
- The Directors will deal with any staff welfare and health issues, and specifically with the counselling of staff after an emergency by way of referral to professionals (Employee Assistance Program).
- The Chief Financial Officer will deal with any insurance issues.
- The Chief Executive Officer keeps the telephone tree completely informed.

Internal Communications

- Staff notifications
- Councillor briefings
- Management updates
- Recovery Team meetings

External Communications

- Residents
- Media
- Suppliers
- Insurers
- Government agencies

Spokespersons

Role	Responsibility
Mayor	Media spokesperson
CEO	Operational spokesperson
CFO	Insurance and financial matters

Key Internal Contacts

Title	Name	Contact No.	Alternate
Chief Executive Officer	Mike Lollback	0488 574 035	Director Organisational Performance and Services Chief Financial Officer
Mayor	Cr Andrew Martin	0427 574 114	Deputy Mayor
Deputy Mayor	Cr David Hardie	0488 695 192	Mayor
Chief Financial Officer	Shalveen Dayal	0447 621 600	Accountant
Director Organisational Performance	Alison Lamb	0488 574 252	Blackall Works Supervisor Tambo Works Supervisor
Director Lifestyle and Communities	Jaimee-Lee O'Brien	0498 880 398	GM Community Policy & Programs

Key External Contacts

Name	Address	Phone
Barcoo Independent		0448 015 390
Grassland Whisperer	Arthur Street, Tambo	07 4654 9343
ABC Radio	Longreach	1300 540 222
4VL	Charleville	07 4654 1444
Police	Blackall	07 4652 5151
Police	Tambo	07 4652 5116
Ergon Energy	Blackall	13 22 96
Fire Brigade	Blackall	07 4657 4518
Hospital	Blackall	07 4650 7700
Ambulance Service	Blackall	07 4621 7100

14. Event Log

To be maintained by Council Officers across the response.

Date	Time	Information / Decisions / Actions	Initials

15. Recovery Plan

Critical Business Activities	Preventative/Recovery Actions	Resource Requirements/ Outcomes	Recovery Time Objective	Responsibility	Completed
Water	Planned maintenance regular inspections	Skilled staff and appropriate funds budgeted	Two days	Director Organisational Performance	
Sewerage	Planned maintenance regular inspections	Skilled staff and appropriate funds budgeted	Two days	Director Organisational Performance	
Rubbish Collection	Maintain rubbish collection truck regularly	Skilled mechanics and appropriate budget	1 Day	Director Organisational Performance	
Information Technology	Council employs a Microsoft Engineer	Adequate budget for maintenance and capital requirements	1 Day	Chief Financial Officer	
Payroll	Two staff members are trained in payroll	User friendly software	1 Day	Director Organisational Performance	
Cleaning offices amenities parks	Council contracts skilled cleaners and has replacements as required.	Cleaning materials adequate budget	1 Day	Director Organisational Performance	
Environmental Health	Council has employed a skilled EHO	Adequate working materials and budget.	A week to source a temporary replacement	Director Organisational Performance	

Workshop	Council has well-qualified and experienced staff.	Adequate working materials and budget.	1 Week	Chief Financial Officer	
Accounts Payable	Council has two staff trained in this area	Continuous training user friendly software	1 Day	Chief Financial Officer	
Stores	Council has two staff trained in this area	Continuous training user friendly software	1 Day	Chief Financial Officer	
Customer Service	Council has at least five staff competent in this area	Continuous training	1 Day	Director Organisational Performance	

Incident Recovery Checklist

INCIDENT RESPONSE	☐	ACTIONS
Now that the crisis is over have you:	☐	
• refocused efforts towards recovery?	☐	
• deactivated staff members and resources as necessary?	☐	
• continued to gather information about the situation as it affects you?	☐	
• assessed your current financial position?	☐	
• reviewed cash requirements to restore operations?	☐	
• contacted your insurance broker/company?	☐	
• developed financial goals and timeframes for recovery?	☐	
• kept staff informed?	☐	
• kept key stakeholders informed?	☐	
• identified information requirements and sourced the information?	☐	
• set priorities and recovery options?	☐	
• updated the Recovery Plan?	☐	
• captured lessons learnt from your individual, team and business recovery?	☐	

16. Version Control

Version	Date	Description	Approved By
1.0	April 2022	Original Plan	CEO
2.0	July 2026	Review and update	CEO

Appendix A – Blackall-Tambo Regional Council Critical Incident Management Plan**1. Introduction**

Council uses a systematic approach to the management of incidents or issues that seriously affect or may affect Council's employees, operations or reputation. Where possible, this approach uses existing infrastructure and procedures.

Council has developed this approach to meet its legal requirements, standards of good governance and to minimise the risk to Council employees, contractors, service provider and ratepayers.

The Council's approach brings together four elements:

- emergency response (making people safe and minimising damage to assets);
- emergency management (coordinating the emergency response and managing the recovery);
- crisis management (addressing strategic business and reputation issues);
- business continuity (maintaining business operations).

The application of these four elements will depend upon the situation and the good judgement of Council's managers and employees. For example, a major fire would involve all four elements whilst a major public controversy may only involve crisis management.

It will be rare that a Critical Incident Management team will be required. It is more likely that issues or incidents will be managed and resolved by (emergency) response teams at the operational level. Matters will go no further than monitoring by the Manager responsible. Council has put in place arrangements to handle the full range of incidents and issues.

2. Responsibility

The CEO, as Council's Critical Incident Coordinator, is responsible for the establishment, operation and review of Council's Critical Incident Management Plans.

3. Risk management

The Critical Incident Management Plan provides a framework for the appropriate risk management of serious incidents and issues that may disrupt the operations of Council. This document is supported by plans that have been developed to address a range of risks that have been identified through the Council's Risk Registers. The plans also contain sufficient flexibility to manage unforeseen situations. The plans are reviewed after incidents as well as being reviewed periodically.

Appropriate infrastructure and resources have been developed to support these plans. Other resources that may be necessary in a major incident such as a call center and media teams have also been identified.

4. Recognising a critical incident

A critical incident is any event or business continuity issue that significantly threatens the commercial position or operability of Council. Critical incidents will involve all or a substantial part of Council's operation and have major actual or long-term consequences. Critical incidents require a coordinated operational response that deals with the control of the emergency situation and the restoration of normal business operations.

A critical incident can be triggered by a physical event such as a bushfire, chemical spill, gas leak, major fire or explosion, power outage, fatality or serious injury although it is possible that it may develop over time from smaller and possibly unconnected events. It will frequently involve some media interest and may be driven by perceptions rather than facts.

The plan describes Council's arrangements to prepare for, respond to, and recover from a range of major physical emergencies.

5. Recognising a major critical incident

A major critical incident (crisis) may be triggered by a physical emergency such as a major fire, but most major critical incidents evolve gradually from less dramatic events. The crisis may be triggered by internal or external issues such as public safety, health concerns, major fraud, mismanagement or controversial academic activities. Routine or seemingly harmless activities may develop into a crisis after attracting the attention of government, regulators, interest groups, the public or the media. In addition, a simple emergency or minor issue can be turned into a crisis by being insensitively or poorly managed.

Crises can often be difficult to identify and can escalate very rapidly. They will almost always involve media interest on a national scale and will frequently be driven by perceptions rather than facts.

6. Notification process

Effective management of incidents and issues requires prompt communication to the appropriate level of management. Where an immediate emergency response is required to an incident, the plan prescribes the notification arrangements.

All incidents requiring an immediate emergency response are reported directly to the CEO. Where an immediate response is not required, incidents and issues will be brought to the attention of ELT through the normal management structure. All major critical issues or incidents must be reported to the relevant ELT member. The relevant ELT member will consult with the CEO, as the Council's Emergency Coordinator, and provide advice to the CEO relating to the activation of a Crisis or Emergency Management team.

7. Activation of a Critical Incident Management team

The principle of prudent over-reaction and rapid de-escalation applies when considering the level of activation of a Critical Incident Management team. It is easier and usually more effective to scale down an over-reaction than it is to ramp up an under-reaction.

Where an immediate emergency response to a health and safety risk is required, the arrangements in the plan will apply.

Where no immediate response is required, or where an emergency has ongoing effects, activation of the plan is at the discretion of the CEO or nominee.

In response to an incident or issue, a Critical Incident Management team may be convened. Members of the team may be drawn from the ELT, Council employees and Emergency Services personnel from across the region. The Critical Incident Management team may direct the establishment of operational teams to provide support or handle aspects of the emergency or crisis.

10 Matters for Decision

OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 15 July 2026

ITEM NO:

10.1.1

SUBJECT TITLE:

Review of Human Resource Policies

AUTHOR AND OFFICERS TITLE:

Andrea Saunders Group Manager of Corporate Services, Assets and Projects

AUTHORISING OFFICER:

Alison Lamb (Director of Organisational Performance),

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The Group Manager of People, Culture and Safety reviewed several policies relating to Human Resources as part of ongoing policy review process.

Officer's Recommendation:

That Council adopt the revised:

1. **Absenteeism and Abandonment of Employment Policy; and**
2. **Drug and Alcohol Policy; and**
3. **Gift and Benefits Policy; and**
4. **Redundancy Policy; and**
5. **Performance and Misconduct Policy.**

Background

As part of the ongoing review of Council policies, the Group Manager of People, Culture and Safety has reviewed several policies.

1. **Absenteeism and Abandonment of Employment Policy**

Minor changes were made to the policy to include Council's Employee Assistance Program and Enterprise Bargaining Agreement.

2. **Drug and Alcohol Policy**

The policy was reviewed and the following changes were made:

Post incident testing

Blackall-Tambo Regional Council requires all involved worker/s to undergo a drug and/or alcohol test following a significant incident.

Random Testing

Random drug and alcohol testing will be undertaken by Council, without notice. A ~~worker or~~ group of select workers may be required to undergo testing at random. The process of random testing will be conducted via various work sites – all workers currently onsite will be tested during random testing procedures.

Testing Methods

Blackall-Tambo Regional Council will arrange for testing to be conducted by a qualified collector. All methods of testing will be in accordance with Australian Standards. A worker undergoing secondary testing may request to be accompanied by a support person or a union representative, where they are readily available. Onsite testing methods used for drug analysis will be via saliva samples; and methods used for blood alcohol readings will be via breath analysis.

Any workers requiring secondary testing following a non-negative result, may require blood and urine samples taken at the local medical facilities.

3. Gift and Benefits Policy

Minor grammatical errors were rectified in the revised policy.

4. Redundancy Policy

The Blackall-Tambo Regional Council Enterprise Bargaining Agreement was added to the relevant documents in the policy.

5. Performance and Misconduct Policy

The policy has been changed to the current format.

Link to Corporate Plan

Organisational Performance & Financial Sustainability

Operational & Governance Excellence - Ensure a safe and healthy environment for communities to live, work and play by providing a safe and healthy workplace where improvement, innovation and initiative are fostered and supported.

Operational & Governance Excellence - Ensure best practice in corporate governance.

Financial Strength, Infrastructure & Projects - Commit to keeping the communities informed about activities, performance and employing robust policies and procedures to ensure legislative compliance and organisational integrity.

Consultation (internal/external)

Director Organisational Performance

Group Manager of Corporate Services, Assets and Projects

Group Manager People Culture and Safety

Policy Implications

Revised and updated policies to reflect current practices.

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	The policies have been reviewed to ensure current legislative requirements and practices.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

There is no adverse risk to Council in adopting the revised policies. Continuous policy reviews ensures current legislative requirements and practices are being followed.

Human Rights Impact

Section 4(b) of the *Human Rights Act 2019* (the Act) requires public entities to act and make decisions in a way compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:	
1. Recognition and equality before the law	2. Right to life
3. Protection from torture and cruel, inhuman or degrading treatment	4. Freedom from forced work
5. Freedom of movement	6. Freedom of thought, conscience, religion and belief
7. Freedom of expression	8. Peaceful assembly and freedom of association
9. Taking part in public life	10. Property rights
11. Privacy and reputation	12. Protection of families and children
13. Cultural rights – generally	14. Cultural rights – Aboriginal peoples and Torres Strait Islander peoples
15. Right to liberty and security of person	16. Humane treatment when deprived of liberty
17. Fair hearing	18. Rights in criminal proceedings
19. Children in the criminal process	20. Right not to be tried or punished more than once
21. Retrospective criminal laws	22. Right to education
23. Right to health services	

Consideration has been afforded with regard to the 23 human rights and no human rights have been limited in the forming of the officer recommendation.

Attachments

1. Admin 38 Absenteeism and Abandonment of Employment Policy -PROPOSED [10.1.1.1 - 3 pages]
2. Admin 32 Drug and Alcohol Policy - PROPOSED [10.1.1.2 - 5 pages]
3. Admin 43 Gifts and Benefits Policy - PROPOSED [10.1.1.3 - 6 pages]
4. Admin 48 Redundancy Policy - PROPOSED [10.1.1.4 - 4 pages]
5. Stat 41 Performance and Misconduct Policy - PROPOSED [10.1.1.5 - 6 pages]



Blackall-Tambo **Regional Council**

Absenteeism and Abandonment of Employment Policy

Version Control	Changes	Date of Adoption/Review
Version 1.0	New policy	10/02/2015
Version 2.0	Revision	15/07/2020
Version 3.0	Revision	25/01/2023
Version 4.0	Minor changes	15/07/2026

1. PURPOSE

This policy outlines what is expected of Blackall-Tambo Regional Council employees in terms of their attendance at work, and details what actions need to be taken where an employee needs to be absent from work, when leave has not been pre-approved. Council is committed to supporting employees to ensure that they are fit for duty and that the operational requirements of their position can be achieved.

2. SCOPE

This policy does not form part of any employee's contract of employment. The Policy is not intended to override the terms of any award, certified agreement or contract that applies to an employee.

This policy reflects the provisions of the *Industrial Relations Act 2016* (the Act) but does not override any more beneficial provision in an employee's contract of employment, including Local Government Awards and the Blackall-Tambo Regional Council's Enterprise Bargaining Agreement, as applicable.

3. APPLICATION

This policy applies to all employees of Council.

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Absenteeism and Abandonment of Employment Policy

4. ASSESSING LEAVE

Where an employee is unable to attend work and pre-approved leave has not been obtained, it is expected that such employee notifies their supervisor or manager as soon as practical prior to commencement of their ordinary workday in the following manner;

- By telephone – text message or email is generally unacceptable unless this is required for emergency reasons;
- Where their manager or supervisor is unavailable on telephone, a detailed message should be left covering;
 - Reasons for absence;
 - Expected length of absence;
 - The type of leave the employee will be seeking to access, i.e. sick leave; and
 - Any other relevant information, such as ability to contact them;
- In most situations, it is expected that notice should be provided at least 30 minutes prior to commencement of the employee's scheduled workday, to allow contingencies to be put in place.

As soon as practicable upon return to work, the employee will be required to complete the relevant leave forms and submit the required evidence to their supervisor or manager for approval.

5. FAILURE TO NOTIFY OF ABSENCE

Where an employee is absent from work and fails to notify, it is the supervisor/ manager's responsibility to take reasonable steps to contact the employee to check on their health and wellbeing. In such circumstances, it is expected the supervisor or manager will:

- Attempt to contact the employee via telephone;
- Where the employee is uncontactable via telephone, contact the employee's emergency contact as detailed on their Personnel file;
- Any other reasonable steps available, whilst respecting the employee's privacy.

6. ABANDONMENT OF EMPLOYMENT

Where an employee is absent from work for a period of seven (7) days, and reasonable steps have been made to contact them without success, the employee will be deemed to have abandoned their employment. A letter will be sent to the employee advising of their period of absence, steps that have been taken by Council to contact them and requesting that the employee contact Council to explain their absence, within three (3) business days. The employee will be advised that failure to make contact, within the designated period, will result in Council finding that the employee has abandoned their employment and therefore their employment is terminated.

Should the employee fail to contact Council or return to their usual duties, the employee's employment will be terminated, and their accrued entitlements will be paid via electronic transfer to the employee's nominated back account. The employee will not be entitled to payment of notice in lieu.

7. ABSENCE MANAGEMENT PLAN

It is the Supervisor and Manager's role to monitor absence levels of their employees.

Repeated late attendance, failure to notify of absence, absence from work without a valid reason or required evidence, or suspicious patterns of absence, may result in an absence management plan being developed to support the employee in decreasing their absenteeism. An absence management plan will detail commitments from an employee, with respect to improving their absenteeism, and how they

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Blackall-Tambo
Regional Council

Absenteeism and Abandonment of Employment Policy

are expected to inform council of their absence. The plan may also include support options available to the employees, such as referral to Outback Futures, Council's EAP provider.

Breaches of the absence management plan, or continued unexplained or inappropriate absences, may result in an employee being required to show cause as to why disciplinary action should not be taken against them.

8. RELEVANT DOCUMENTS

Blackall-Tambo Regional Council Leave Policy

Blackall-Tambo Regional Council's Current Enterprise Bargaining Agreement

Industrial Relations Act 2016

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Drug and Alcohol Policy

Version Control	Changes	Date of Adoption/Review
Version 1.0	New policy	09/10/2012
Version 2.0	Revision	12/10/2019
Version 3.0	Revision	25/01/2023
Version 4.0	Revision	20/12/2023
Version 5.0	Moderate changes	15/07/2026

1. PURPOSE

The purpose of this policy is to outline Council's expectations regarding the consumption of drugs and/or alcohol which can impair an employee's ability to perform work in a safe manner and can also lead to unacceptable behaviour towards others.

2. SCOPE

This policy does not form part of any employee's contract of employment. This policy is not intended to override the terms of any award, certified agreement or contract that applies to an employee.

3. APPLICATION

This Policy applies to all employees and contractors of Blackall-Tambo Regional Council (workers).

Responsibilities

Workers cannot:

- Attend work while under the influence of drugs and/or alcohol;
- Consume or use illegal drugs and/or alcohol at work or during work hours;
- Sell or dispense alcohol and/or drugs at work;
- Be in possession of alcohol and/or illegal drugs at work.

Where a worker believes that another worker is under the influence of Drugs/Alcohol during work hours they must notify their manager or supervisor immediately.

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Drug and Alcohol Policy

4. DRUG AND ALCOHOL TESTING

Workers must be fit for work in order to perform their duties safely and diligently. Workers will be required to participate in drug and alcohol testing as outlined below:

1. Pre-employment testing

Applicants for a position with Blackall-Tambo Regional Council may be required to participate in pre-employment drug testing. Where an applicant tests positive to illicit drugs during the recruitment process, this will be considered in determining whether an applicant will progress further in the recruitment process. Refusal to undertake a drug test, where required, will draw an adverse inference from Council.

2. Reasonable suspicion of being under the influence of Drugs and / or Alcohol

Workers, whose behaviour or actions generate a reasonable suspicion of being under the influence of drugs and/or alcohol, may be required to undergo immediate drug and alcohol testing.

What constitutes a 'reasonable suspicion' of being under the influence of drugs and/or alcohol will depend on the specific situation. It is important to exclude other factors such as stress, fatigue or other known medical conditions. A non-exhaustive list of factors that may give rise to a 'reasonable suspicion' of being under the influence of drugs and/or alcohol may include:

- An admission of being under the influence of drugs and/or alcohol;
- Uncharacteristic and unexplained changes in speech, movement and appearance;
- Erratic behaviours or mannerisms;
- Alcohol smelling breath or bloodshot eyes; and
- Possession of drugs and/or alcohol.

3. Post incident testing

Blackall-Tambo Regional Council requires all involved workers to undergo a drug and/or alcohol test following a significant incident.

4. Random testing

Random drug and alcohol testing will be undertaken by Council, without notice. A group of select workers may be required to undergo testing at random. The process of random testing will be conducted via various work sites – all workers currently onsite will be tested during random testing procedures.

5. TESTING METHODS

Blackall-Tambo Regional Council will arrange for testing to be conducted by a qualified collector. All methods of testing will be in accordance with Australian Standards. A worker undergoing secondary testing may request to be accompanied by a support person or a union representative, where they are readily available. Onsite testing methods used for drug analysis will be via saliva samples; and methods used for blood alcohol readings will be via breath analysis.

Any workers requiring secondary testing following a non-negative result, may require blood and urine samples taken at the local medical facilities.

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Drug and Alcohol Policy

6. REFUSAL TO UNDERTAKE TESTING

A worker who refuses to undergo drug and/or alcohol testing or has been found to have tampered with a sample, will be considered in breach of this policy. To ensure the safety of others and themselves, workers who refuse a test or tamper with a test, will be immediately stood down without pay, until they agree to undertake testing. Employees who refuse to undertake a test or tamper with a test may also be required to show cause via a disciplinary process.

7. DRUG TEST OUTCOME

Negative Result

If a worker produces a sample which records a negative result they will be considered fit for work and will be required to return to normal duties.

Non-Negative Result – Declared Medication being taken

Workers will be given an opportunity to declare medication prior to testing being undertaken.

If following a declaration by a worker, a worker produces a sample which records a non-negative result for a substance known to be contained in the declared medication, the worker will be considered fit for work and will return to normal duties. Where appropriate confirmation from the worker's medical practitioner may be required; to ensure the worker is fit to work safely, whilst taking the declared medication.

Employees with non-negative samples will be sent to a medical practitioner for further testing.

Should the testing confirm other illicit drugs present in the sample of an employee, the employee may be required to show cause via a disciplinary process.

Non-negative/Positive Result – No Medication Declared

If a worker produces a sample which returned a non-negative result for a substance not known to be in the declared medication or the worker has not declared medication, they will be immediately stood down from work without pay, until confirmation testing by a medical officer is undertaken.

Arrangements will be made for the worker to return home safely, as they will not be permitted to drive a council or personal vehicle.

If the confirmation test provided to Council confirms a negative result, the worker will be able to return to work immediately and no loss of pay will apply for the period of the stand down.

If confirmation testing returns a positive result, the worker will remain stood down without pay and will not be eligible to recommence work until they have achieved a negative result.

Blackall-Tambo Regional Council will work with the employee to develop a return to work plan for their return to the workplace, where appropriate. An employee may also be required to show cause via a disciplinary process.

8. ALCOHOL TEST OUTCOME

Under the limit

If a worker produces a sample which indicates a blood alcohol content (BAC) result less than 0.00 the Blackall-Tambo Regional Council worker will be considered fit for work and will return to normal duties.

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Regional Council

Drug and Alcohol Policy

Over the limit

If a worker produces an initial sample which indicates a BAC that is considered over the limit i.e., in excess of 0.00, they are to remain in the testing facility and will not be permitted to recommence work or any other activity until a second test is completed. A second test will be conducted after 20 minutes.

If the worker's second test indicates a BAC that is still over the limit, they will be immediately stood down from work without pay.

If the worker's BAC indicates they are not able to drive a Blackall-Tambo Regional Council or personal vehicle, arrangements will be made for the worker to return home safely.

Return to work

The worker may return to the workplace on the next ordinary working day; however, they will be required to provide a sample demonstrating they are under the limit prior to recommencement of work duties.

A confirmed test indicating a BAC in excess of 0.00 is considered a breach of this policy and may result in an employee having to show cause via a disciplinary process.

9. CONFIDENTIALITY

Test results will be dealt with confidentially and samples will be destroyed, as appropriate, by the external independent collector in accordance with relevant laws and regulations.

10. PRESCRIBED PRESCRIPTION OR PHARMACY MEDICATIONS

If a worker is using medications, they must:

- Seek advice and direction from their medical practitioner;
- Inform their manager or supervisor prior to undertaking work, if the medication has the potential to adversely influence their capacity to work safely and efficiently;
- Produce a certificate from their medical practitioner certifying that they can work safely (Considering the employee's position requirements);
- Workers are not required to disclose the nature of the condition being treated or the type of medication, for the purpose of notification under this policy.

11. BREACH OF POLICY

Further to the consequences for breach of this policy already outlined, where it is confirmed that a worker is, or where there is reasonable suspicion that a worker may be, in possession, selling or dispensing illegal drugs and/or alcohol at work, Blackall-Tambo Regional Council maintains its right to report the matter to the police.

Where a worker, other than an employee, breaches this policy, the responsible person for the worker will be contacted by Blackall-Tambo Regional Council immediately and provided with all relevant information to address the breach appropriately. Where the worker, other than an employee, is directly engaged via Blackall-Tambo Regional Council, Council may decide to cease or suspend the contract arrangement with the worker, as appropriate.

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Drug and Alcohol Policy

12. DEFINITIONS

"Drugs" includes illegal drugs, Prescription and Pharmacy Medications as defined below.

"Illegal drugs" includes any drug prohibited by any State, Territory or Federal law in Australia or any other laws (including foreign and international laws).

"Prescription and Pharmacy Medications": This includes where a medical practitioner has properly prescribed lawful Medications for a diagnosed medical purpose or where the Medication is lawfully available at Australian pharmacies (without a prescription) and is required for the treatment of a legitimate condition.

13. RELEVANT DOCUMENTS

Local Government Act 2009

Local Government Regulation 2012

Work Health and Safety Act 2011

Industrial Relations Act 2016 (Qld)

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Blackall-Tambo

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Gifts and Benefits Policy

Version Control	Changes	Date of Adoption/Review
Version 1.0	New policy	21/08/2019
Version 2.0	Revised	15/02/2023
Version 3.0	Minor changes	15/07/2026

1. POLICY BACKGROUND

Councillors and Council employees hold positions of public trust and must carry out their duties impartially and with integrity. The provision of gifts and benefits to Councillors and employees can create perceptions of a conflict of interest and it is appropriate to question why they are offered and whether they should be accepted.

The *Public Sector Ethics Act 1994* identifies the following four ethics principles as fundamental to the good of public administration:

- Integrity and impartiality;
- Promoting the public good;
- Commitment to the system of government; and
- Accountability and transparency

This policy supports the Blackall-Tambo Regional Council's commitment to the above principles, and the following local government principles as provided under section 4 of the *Local Government Act 2009*:

- Transparent and effective processes, and decision-making in the public interest;
- Good governance of, and by, local government; and

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Blackall-Tambo
Regional Council

Gifts and Benefits Policy

- Ethical and legal behaviour of Councillors and local government employees and councillor advisors.

This policy aims to minimise the risk of Councillors and employees being exposed to an actual or perceived conflict of interest associated with benefits or gifts offered in the course of their official duties.

The requirements of this policy are in addition to the legislative obligations of Councillors and Senior Executives with respect to individual register of interests as prescribed in Part 5 of Chapter 8 of the *Local Government Regulation 2012* and the legislative obligations of Councillors prescribed by the *Local Government Electoral Act 2011*.

2. COUNCIL POLICY

It is not appropriate for Councillors or employees to be offered or to accept gifts or benefits that affect, may be likely to affect, or could reasonably be perceived to affect, the independent and impartial performance of their official duties.

Councillors and employees must not ask for; or encourage the giving of any form of gift or benefit in connection with the performance of official duties.

3. ACCEPTANCE OF GIFTS OR BENEFITS

As a general guide, if a Councillor or employee is offered a gift, he/she should put themselves in the position of the person offering the gift and consider why the gift is being given and whether acceptance is appropriate.

Each type of gift or benefit carries with it different risks that should be considered when deciding whether or not acceptance is appropriate. It is important to consider the following:

1. Relevant legislation;
2. Why was the offer of a gift or benefit made;
3. The value and type of the gift/benefit (with higher value gifts/benefits warranting increased scrutiny); and
4. The likely public perception of acceptance.

Circumstances where the acceptance of a gift or benefit is not appropriate.

Pursuant to s199(2) of the *Local Government Act 2009*, a local government employee must not ask for, or accept, a fee or other benefit for doing something as a local government employee. However, this provision does not apply to benefits of nominal value.

Councillors and employees must not accept a gift and/or benefit irrespective of its value, if any of the following apply:

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Blackall-Tambo Regional Council

Gifts and Benefits Policy

- If considered as a gift of influence – ie that it is seen, or may be seen, to affect the performance of the recipient's official duties, or otherwise influence, or be seen to influence, the decision-making or behaviour of the recipient;
- The donor or any reasonable observer would interpret that the recipient may be under an obligation to the donor as a result of receiving the gift;
 - It is not offered openly; or
 - It is an offer of money.

Note: Cash is excluded and should not be accepted under any circumstances.

Any gifts or benefits offered in the above circumstances must be reported immediately:

- To the CEO for employees
- To the Mayor for Councillors and CEO

If unsure, Councillors and employees should decline offers of gifts or benefits courteously by explaining the acceptance would be against Council policy.

Circumstances where it may be appropriate to accept a gift.

Acceptance of a gift or benefit may be considered appropriate if it complies with the following principles:

- It does not influence, or have the potential or perceived potential to influence, in any way so as to compromise, or appear to compromise, the integrity and impartiality of the recipient, or to create a conflict of interest, or perception of a conflict of interest.
- It is not related to advice or decisions about (but not limited to):
 - Granting licences;
 - Inspecting and regulating businesses;
 - Granting approvals;
 - Letting of contracts;
 - The provision of Council services;
 - The provision of a Council grant.

The following gifts are considered low risk and can generally be accepted:

- Gifts of nominal value made in gratitude for specific tasks or performance e.g. a small personal gift to an employee or Councillor for speaking at an official function;
- Low value corporate gifts made as a marketing/sponsor initiative e.g. mass-produced mementoes at a professional development conference;
- Ceremonial/symbolic gifts from visiting organisation provided to Council as an organisation (as opposed to an individual employee or Councillor) to be retained by the organisation e.g. plaque of appreciation or memento from place of origin.

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Blackall-Tambo Regional Council

Gifts and Benefits Policy

Appropriate gifts offered to employees can only be accepted and utilised by the individual recipient if it is not contrary to the public interest and further, if it is approved by the employee's relevant Director/Manager or the CEO. Other available options for recipients to consider include surrendering the gift for disposal (donation to a charity) or for the use of the wider organisation.

Gifts made to the organisation remain the property of the organisation and not individual Councillors or employees.

4. DECLARING AND REPORTING OF GIFTS AND BENEFITS ON COUNCIL'S GIFT REGISTER

Gifts and Benefits Register

Council's Gift and Benefits Register is maintained by staff from the Office of the CEO. The Register will record the following details of all reportable gifts and benefits under this Policy:

- The date the gift was offered;
- The date the notification was made;
- The recipient and donor;
- Estimated fair market value;
- Determination on how the gift was dealt with – e.g. disposal by donation to charity, use by the organisation, retention of the gift for personal use by the individual recipient, or non-acceptance, and who authorised that decision.

Recording threshold for employees and the organisation

Any appropriate gift and/or benefit received by employees or the organisation that has an estimated value of \$100 or more must be recorded in Council's Gifts and Benefits Register via the Office of the CEO within 30 days of acceptance.

Recording threshold for Councillors

Any gift received by a Councillor that is required to be recorded on a Councillor's individual Register of Interest pursuant to the *Local Government Regulation 2012* (gifts totaling more than \$500 or more), must also be noted on Council's Gifts and Benefits Register. Upon updating their Register of Interests, Councillors are requested to notify the Office of the CEO so that the Council's Gifts and Benefits Register can be updated.

Register of Interests

In accordance with the requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*, Councillors and Senior Contract Employees must also ensure that any gifts and/or sponsored hospitality benefits received are included in their individual Register of Interests.

Multiple gifts and/or benefits and cumulative value

If multiple gifts and/or benefits are accepted from the same provider or on behalf of the same organisation and the cumulative value is more than \$100 (for employees) or \$500 (for

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Gifts and Benefits Policy

Councillors), then each gift and/or benefit must be reported on the register once the relevant threshold is reached or is considered likely to be reached in the future.

Recording of gifts/and or benefits received below the value thresholds and gifts not accepted

Whilst not required under this Policy, a Councillor or employee may record the acceptance of a gift and/or benefit estimated below the aforementioned value recording thresholds on Council's Gifts and Benefits Register should they wish to do so, or if instructed by the CEO or relevant Director/Manager.

Offers of gifts and/or benefits that are not accepted may also be entered on the register for transparency and record keeping purposes.

5. DEFINITIONS

Conflict of Interest occurs when a Councillor or employee's private interests interfere, or appear to interfere, with the duty to act impartially and in the public interest.

Actual conflict of interest involves a direct conflict between a Councillor or employee's current duties and responsibilities and their existing private interests.

Perceived (or apparent) conflict of interests occurs where it could be perceived by others that a public official's private interests could improperly influence the performance of their public duties – whether or not this is in fact the case.

Donor refers to the person or organisation making the offer of a gift/benefit to Council, a Councillor or Council Employee.

Gifts and benefits refer to items given and received in the course of official duties and include tangible (of lasting value) and intangible (of no lasting value) items. The *Local Government Regulation 2012* defines a gift as:

- (a) The transfer of money, the property or other benefit –
 - (i) Without consideration; or
 - (ii) For consideration substantially less than full consideration; or
- (b) A loan of money or other property made on a permanent or indefinite basis.

Examples of a gift include – a gift voucher, entertainment, hospitality (such as meals), travel, goods, event tickets, lucky door prizes at events paid for by Council, and prizes/awards received in connection with Council duties.

Examples of a benefit include – a non-tangible item of value such as a new job or promotion, preferential treatment or access to confidential information.

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Blackall-Tambo
Regional Council

Gifts and Benefits Policy

Nominal value for the purpose of this policy is considered to be anything up to \$100.

Public perception means the perception of a fair-minded person in possession of the relevant facts.

Recipient means the Councillor or Employee who has been offered the gift/benefit.

Value refers to the estimated reasonable retail value of a gift/benefit.

6. RELEVANT LEGISLATION AND POLICIES

Local Government Act 2009

Local Government Regulation 2012

Public Sector Ethics Act 1994

Crime and Corruption Act 2001

Local Government Electoral Act 2011

Councillors Code of Conduct

Employee Code of Conduct

Fraud Control Policy

7. RECORDS

When completed and approved the original, signed hard copy of the policy is filed in the Master File.

Electronic copies are saved in the appropriately labelled folder in Magiq.

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Blackall-Tambo **Regional Council**

Redundancy Policy

1. PURPOSE

Whilst Blackall Tambo Regional Council is committed to maintaining the secure and ongoing employment of permanent employees, it may be necessary in certain circumstances for Council to declare a position redundant for operational reasons. This policy sets out Council processes and redundancy entitlements, in the instance where a position is made redundant and where an employee is terminated by way of redundancy.

2. SCOPE

This policy does not form part of any employee's contract of employment. The Policy is not intended to override the terms of any award, certified agreement or contract that applies to an employee.

This policy reflects the provisions of the *Industrial Relations Act 2016* (the Act) and the common provisions contained in the Local Government Awards. This policy does not override any more beneficial provision in an employee's contract of employment, including Local Government Awards and the Blackall-Tambo Regional Council's Enterprise Bargaining Agreement, as applicable.

3. APPLICATION

This policy applies to all permanent employees of Council.

4. REDUNDANCY

A redundancy may occur where an employee's employment is terminated because Council no longer requires the employee's job be done by the employee or by anyone.

An employee is not entitled to redundancy pay if:

- The employee's employment is terminated because of the ordinary and customary turnover of labour;
- The employee is a casual employee;
- The employee's period of continuous service with Council is less than 1 year;
- The employee is employed for a fixed period, for a fixed task, or for the duration of a particular season;
- The employee is participating in a labour market program; or
- The employee is not covered by an applicable industrial instrument.

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Blackall-Tambo
Regional Council

Redundancy Policy

5. CONSULTATION

Where Council proposes to make an employee/s position redundant, Council shall consult with the employee/s directly affected and, where relevant, their union, prior to making a decision. For the purpose of the consultation, Council shall provide in writing to the employee/s concerned and, where relevant their union/s, all relevant information about the proposed redundancy and terminations including the reasons for the proposed redundancy and terminations, the number and categories of employees likely to be affected, the number of workers normally employed and the period over which the redundancies/ terminations are likely to be carried out.

Prior to making any decision to make an employee's position redundant and terminating their employment, Council will provide the employee with an opportunity to respond to the proposal and will carefully consider any information made available by the employee.

6. REDEPLOYMENT

Where an employee's position is declared redundant, Council will take reasonable steps to try and identify acceptable alternative employment for the employee within Council or in a subsidiary of Council, prior to considering termination. When assessing an acceptable position, Council may consider the following factors:

- Pay levels and entitlements/ benefits;
- Hours of work
- Nature/ type of employment;
- Employment status/ seniority;
- Skills and qualifications, including whether there is an offer to provide the necessary training for the Employee to acquire the necessary skills and/ or qualifications;
- Locations of new offered position and reasonableness of relocation if required; and
- Job security.

Where an alternative position is identified at a lower rate of pay, and the employee accepts transfer into the position, the employee's salary will be maintained for six (6) months or until the rate for the lower paid position equals or exceeds their previous rate, whichever is earlier.

Where the employee's salary is not to be maintained, the employee will be provided with the same period of notice of transfer to lower paid duties as the employee would have been entitled to if the employee's employment was terminated. At Council's discretion, Council may make payment in lieu thereof of an amount equal to the difference between the former amount the Council would have been liable to pay and the new lower amount the Council is liable to pay the employee for the number of weeks of notice still owing.

7. VOLUNTARY REQUESTS

Where a proposed organisational change may lead to a number of redundancies Council may decide to seek expressions of interest from employees to participate in a voluntary redundancy scheme. Voluntary redundancy schemes are strictly at the discretion of Council and may be used as a method to minimise the impacts of termination, via redundancy, on employees.

Where a voluntary redundancy scheme is implemented there is no requirement on Council to accept or approve applications. The Chief Executive Officer will maintain approval discretion with the objective of ensuring the retention of required skills, experience and competencies in the workforce.

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Redundancy Policy

8. NOTICE PERIOD

When terminating the employment of an employee by way of redundancy, Council will give the employee notice in accordance with the following table:

Period of Continuous Service	Period of Notice
Less than 1 year	1 week
1 year and less than 3 years	2 weeks
3 years and less than 5 years	3 weeks
5 years and over	4 weeks

In addition to the notice above, an employee over 45 years of age at the time of giving notice with at least two (2) years continuous service, shall be entitled to an additional week's notice.

Council may elect to pay an employee in lieu of part or all of the notice period.

Where an employee, given notice of termination by way of redundancy, decides to terminate their employment during the period of notice, the employee is entitled to receive the benefits and payments they would have otherwise received had they remained in employment until expiry of the notice period. The employee will not be entitled to payment instead of notice in such circumstances.

Time off during the notice period

An employee will be entitled up to two (2) paid days off during the notice period to attend to financial affairs, job interviews or other job search activities.

If the employee has been allowed paid leave for more than one (1) day during the notice period, for the purpose of seeking other employment, the employee must, at the request of the Council, produce proof of attendance at an interview or risk payment for the time absent. For this purpose, a statutory declaration will be sufficient.

9. ENTITLEMENT TO REDUNDANCY PAY

A permanent employee, with more than 12 months' continuous service, who is terminated by way of redundancy, will be entitled to severance pay in accordance with the following:

A severance benefit of two (2) week's pay per year of service and a proportionate amount for an incomplete year paid at the employee's ordinary time rate of pay. The minimum payment is four (4) week's pay; and the maximum is 52 weeks.

10. OTHER PAYMENTS

Annual Leave

Each employee shall be paid out any annual leave accrued but not yet taken, as at the date their employment terminates, plus any loadings which would otherwise have been paid on that leave. If the employee is paid in lieu of notice, the employee's annual leave will continue to accrue until the end of the notice period.

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Redundancy Policy

Long Service Leave

Employees will be paid out any accrued or proportionate payment of long service leave, in accordance with the requirements stipulated under the *Industrial Relations Act 2016*. The employee's long service leave will continue to accrue until the end of the notice period.

11. TERMINATION PAYMENT

An employee's termination payment will be made within five (5) days following the date of termination, unless otherwise informed. Council will pay the termination payment via electronic funds transfer into the employee's nominated bank account.

12. RE-DEPLOYMENT FOLLOWING REDUNDANCY

It is a condition of accepting payment under this policy that no employee may be engaged in any capacity (permanent, casual, as an independent contractor, or through an agency) at Council for a period of twenty-six (26) weeks from the date of termination by way of redundancy.

13. CERTIFICATE OF SERVICE AND SEPARATION CERTIFICATE

A certificate of service is available to an employee upon their request. A certificate of service will outline an employee's length of service and the position held by the employee during the employment. On termination of employment, Council will provide an employee with an Employment Separation Certificate in the form required by Centrelink.

14. RELEVANT INFORMATION

Industrial Relations Act 2016
Local Government Act 2009
 Blackall-Tambo Regional Council's Current Enterprise Bargaining Agreement

15. DATE NEXT REVIEW DUE

31 July 2030

16. CHANGES SINCE LAST REVISION

Minor Changes and new revision date

17. RECORDS

When completed and approved the original, signed hard copy of the policy is filed in the Master File.

Electronic copies are saved in the appropriately labelled folder in Magiq.

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Blackall-Tambo **Regional Council**

Performance and Misconduct Policy

Version Control	Changes	Date of Adoption/Review
Version 1.0	New policy	10/02/2015
Version 2.0	Updated to current format	15/07/2026

1. PURPOSE

The objectives of the Blackall-Tambo Regional Council ("BTRC") performance and misconduct policy are:

1. to correct and/ or improve the standard of conduct of an employee where appropriate or necessary;
2. to provide any particular employee with an opportunity to correct unacceptable conduct (other than in situations where summary dismissal is appropriate);
3. ensure that all employees are treated fairly, equally and consistently and in accordance with Local Government legislation; and
4. ensures that each situation is reviewed and addressed on an individual basis and in relation to the particular facts of each circumstance.
5. to outline the various types of disciplinary action which may be taken by Council.

2. SCOPE

This Policy may be varied from time to time by Council and does not form part of any employee's contract of employment.

This Policy is to be applied when dealing with necessary discipline arising from matters associated with poor performance and/ or misconduct in any circumstances at, in connection with, or arising out of employment with Council.

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Performance and Misconduct Policy

Circumstances in which may be connected with or arising out of employment includes conduct at work-related functions. A work-related function may include work lunches, dinners, conferences, Christmas functions and client/customer functions.

This Policy also applies when employees go to other workplaces in connection with or arising out of employment performed for Council, for example, when visiting a supplier, client or customer.

If conduct involves a potential breach of any Australian law, Council may notify the police or other relevant government authority.

3. GROUNDS UPON WHICH DISCIPLINARY ACTION MAY BE TAKEN

Disciplinary action may be taken in relation to:

1. failure to perform responsibilities in accordance with an employee's contract of employment or the *Local Government Act 2009* (QLD); or
2. the local government principles, and which may include persistent performance; or
3. actions taken under the Act in a way that is not consistent with the local government principles, and which may include misconduct.

4. DISCIPLINARY PROCEDURE OVERVIEW

The procedures outlined below are intended as a guide only to the disciplinary procedures which may be implemented by Council. In every case, the actual disciplinary procedure to be adopted will be a matter of Council discretion but in all circumstances Council will comply with the requirements outlined by the *Local Government Regulation 2012* (QLD) s283.

Nothing in this Policy prevents Council, where Council considers it appropriate in the circumstances; from issuing a first and final warning as an initial disciplinary step, subsequent to having carried out the disciplinary procedures outlined in this policy. Similarly, if the circumstance warrant, nothing in this Policy prevents Council from dismissing an employee as a first and final disciplinary outcome, subsequent to having carried out the disciplinary procedures outlined below at clause 6 and 7, where a circumstance may involve serious misconduct by an employee.

5. INVESTIGATION

Depending on the circumstances, it may be necessary to conduct an investigation into incidents and/ or allegations against an employee. If those allegations were proven, this will lead to some form of disciplinary action against the employee.

The employee may, if Council believes this to be reasonably necessary in the circumstances, be suspended from duty on ordinary pay pending completion of the investigation. In such circumstances, the employee should be informed in writing of the conditions of the suspension at the time the suspension commences; and must be paid the full remuneration as at the start of the suspension for the period of suspension.

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Performance and Misconduct Policy

6. NOTICE OF PROPOSED DISCIPLINARY ACTION AND DISCIPLINARY INTERVIEW

If on the basis of the investigation and evidence discovered, Council believes that there is a case to be answered by the employee against whom an allegation has been placed, before Council can take any form of disciplinary action, the employee must be provided with a written 'Notice of Proposed Disciplinary Action' and be provided with a reasonable opportunity to respond to the information contained in that written notice. Council requires all responses to a 'Notice of Proposed Disciplinary Action' to be in writing, and in addition, the employee will be asked to attend a meeting to discuss the issue(s) of concern.

Details that must, as a minimum, be contained in a written 'Notice of Proposed Disciplinary Action' are as follows:

1. the disciplinary action to be taken;
2. the grounds on which the disciplinary action is taken;
3. the particulars of conduct (*facts*) claimed to support the grounds;

In carrying out a proposed disciplinary interview subsequent to the provision of a written Notice of Proposed Disciplinary Action, the following procedure will generally be applied:

6.1 The employee will be given advance notice of the meeting and what will be discussed at the meeting.

6.1.1 The employee will be given a reasonable opportunity to have a support person present at the meeting.

6.1.2 At the meeting the issue(s) of concern or allegations will be clearly put to the employee including any evidence upon which those concerns or allegations are based, and this must be consistent with the details contained in the written Notice of Proposed Disciplinary Action.

The employee is to be informed that they must address each of the allegations put to them in the Notice of Proposed Disciplinary Action, and if relevant, provide to Council any evidence that they have in support of their response to each allegation.

6.1.3 The employee will be given an adequate opportunity to respond to each allegation and to raise any concerns. If a support person is speaking for or on behalf of the employee, the support person and employee must be made aware that Council will make its decision about proposed disciplinary action based on what the support person has stated on behalf of the employee in response to each of the allegations.

6.1.4 At the conclusion of the interview the manager/ supervisor conducting the interview will consider the employee's response, including written response to the Notice of Proposed Disciplinary Action, and make any further enquires or investigations that may be necessary.

6.1.5 After making any further enquiries or investigation which may be necessary, and after consideration of the response or explanation of the employee, the manager/ supervisor will weigh up the evidence and determine whether it is more probable than not that the concern(s) or allegations have been proven.

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Performance and Misconduct Policy

In circumstances where additional facts or allegations have been brought to Council's attention prior to the disciplinary interview, and these have not been provided to the employee via the provisions of a written 'Notice of Proposed Disciplinary Action', before these allegations can be addressed in a disciplinary interview, and/ or taken into consideration by Council in informing its decision about taking Disciplinary Action, a supplementary 'Notice of Proposed Disciplinary Action' containing the relevant details of those additional facts or allegations must first be provided to the employee in writing, and the employee afforded a reasonable opportunity to respond to those additional facts or allegations.

6.1.6 At the conclusion of the disciplinary interview, if it is determined that all or some of the concerns or allegations are proven, and after consideration of:

- (a) the seriousness of the poor performance/ misconduct;
- (b) the response of explanation given by the employee;
- (c) the employee's employment history and record; and
- (d) whether there are appropriate and reasonable alternatives to dismissal, the manager/supervisor will make a decision on what, if any, disciplinary action is appropriate.

Council may take disciplinary action against the employee in a form which it feels is appropriate in the circumstances.

7. DISCIPLINARY ACTION

The type of disciplinary action taken may vary from case to case, depending upon all of the circumstances, including a consideration of whether the employee has received any prior verbal or written warnings in relation to their performance or conduct.

Regardless of whatever disciplinary action is imposed, where it does not lead to dismissal, such action may be relied on in future to support dismissal due to ongoing unsatisfactory performance, unacceptable conduct or misconduct of any kind.

Nothing contained in this policy prevents any employee from exercising their rights under the *Industrial Relations Act 2016 (QLD)* or other applicable law if Council takes disciplinary action against an employee.

8. FORMAL DISCIPLINE

The types of formal disciplinary action which may be taken by Council include, but are not limited to, the following:

- termination of employment;
- demotions, including a reduction in remuneration;
- a deduction from salary or wages of an amount not exceeding 2 penalty points;
- a written reprimand or warning

8 INFORMAL DISCIPLINE

Other forms of disciplinary action which may be taken by Council include, but are not limited to, the following:

- redirection, retraining;

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Performance and Misconduct Policy

- reorganisation/ redeployment; and
- counselling

Informal disciplinary action is not appropriate where the employee's conduct amounts to wilful or serious misconduct.

9 DISMISSAL

If a decision is made to dismiss the employee, the employee should be given:

- written notice of the day of the dismissal or payment in lieu of notice, except where dismissal is due to serious misconduct;
- payment of all accrued entitlements;
- payment of any outstanding entitlements;
- a Separation Certificate; and
- a Statement of Service, if one is required.

On dismissal, the employee must immediately return all Council property in the employee's possession or control to the employee's supervisor or manager.

10 DEDUCTION FROM SALARY OR WAGES

If disciplinary action taken against an employee consists of a deduction from their salary or wages, Council may make the deduction of an amount not exceeding 2 penalty units – as defined by the *Penalty and Sentences Act 1992 (QLD)* – unless an appeal of that proposed decision, in the form of a 'notification of industrial dispute', has been filed by the employee or their representative with the Queensland Industrial Relations Commission (QIRC) against Council.

If a 'notification of industrial dispute' is brought against Council to the (QIRC) in relation to the deduction from salary or wages of the employee, Council may deduct the amount stated where, upon the resolution of that dispute, it would not otherwise be inconsistent with the agreement reached in resolution of the dispute, or otherwise with any order, decision or recommendation handed down by the QIRC in resolution of that dispute.

11 WRITTEN/ REPRIMAND OR WARNING

If disciplinary action taken against an employee consists of a written warning or reprimand, it will form part of the employee's employment record and must as a minimum state the following:

- the employee's conduct that is disapproved of;
- the remedial action needed to rectify the conduct;
- the period within which the remedial action is to be taken; and
- the possible consequences for a repeat of the conduct by the employee.

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Performance and Misconduct Policy

12 DOCUMENTATION

Council should make contemporaneous notes of disciplinary discussions, disciplinary interviews and subsequent action.

File notes should be placed on the employee's personnel file summarising the nature of the allegations, the details and outcome of any investigation undertaken, including any conversations with the employee, and the disciplinary action taken, including a copy of any warning or termination letters issued. Where possible the employee should be asked as an acknowledgment that they have attended and acknowledge that the notes accurately reflect what was discussed.

If the employee refuses to sign the file note, this should also be recorded on the file note along with the reason for the employee's objection if this is provided.

13 RELEVANT LEGISLATION

Local Government Act 2009

Industrial Relations Act 2016

Council's Code of Conduct for Employees

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OFFICER REPORTS

COUNCIL MEETING DATE

Wednesday 15 July 2026

ITEM NO:

10.1.2

SUBJECT TITLE:

DA 03-2023-2024 Minor Change - Barcoo Retirement Village

AUTHOR AND OFFICERS TITLE:

Gayle Richardson Administration Office All Rounder

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer),
Alison Lamb (Director of Organisational Performance)

CLASSIFICATION (if Confidential)

N/A

Summary:

A Change Application (Minor Change) has been lodged by Barcoo Retirement Village Incorporated to amend Development Permit DA 03-2023-2024, granted on 20 September 2023 for a Material Change of Use for a Retirement Facility over land at Thistle Street, Blackall, formally described as Lot 4 on SP159849 and Lot 1 on RP608399.

The change is seeking to add one (1) additional independent living unit to the existing approved seven (7) independent living units on the site of the existing Retirement Facility. The change will result in the addition of eight (8) independent living units on the site. The change also results in the inclusion of an adjoining lot, Lot 17 on B13853.

As demonstrated herein, the minor change application has been made in accordance with the requirements of the Planning Act. This decision report recommends the change application be approved, subject to the amended conditions stated in the recommendation.

Officer's Recommendation:

That Blackall-Tambo Regional Council approves the Change Application (Minor Change) relating to Development Permit D03-2023-2024, granted on 20 September 2023 for a Material Change of Use for a Retirement Facility over land at Thistle Street, Blackall, formally described as Lot 4 on SP159849, Lot 1 on RP608399 and Lot 17 on B13853, subject to the following amendments to the decision notice:

1.0 PARAMETERS OF APPROVAL

- 1.1. The Developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor or invitee of the Developer at all times unless otherwise stated.**
- 1.2. Where these conditions refer to "Council" in relation to requiring Council to approve or be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by Council.**
- 1.3. All conditions, works, or requirements of this development approval must be undertaken and completed prior to commencement of the use and to Council's satisfaction, unless otherwise stated in a development condition.**
- 1.4. The cost of all works associated with the construction of the development including services, facilities and/or public utility alterations required are met at no cost to the Council or relevant utility provider, unless otherwise stated in a development condition.**

1.5. The developer is required to have repaired any damage to existing infrastructure that may have occurred during any works carried out for the development. To the extent the damage is deemed to create a hazard to the community, it must be repaired immediately.

1.6. Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.

2.0 APPROVED PLANS AND DOCUMENTS

2.1. The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:

Plan/Document Name	Plan/Document Number	Revision Number	Date
Barcoo Retirement Facility Extension Site Plan	DA03-2023-2024	V2	14/07/2023 05/06/26 (Received date)

2.2. Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.

3.0 BUILDING DESIGN

3.1. The scale, design and materials of the proposed units are to be generally in accordance with the existing units onsite.

4.0 ACCESS AND PARKING WORKS

4.1. Provide and maintain a minimum of 1 car parking space per unit.

5.0 STORMWATER WORKS

5.1. Stormwater from the approved development must drain to a lawful point of discharge. Stormwater run-off must not adversely affect adjoining land or infrastructure in comparison to the pre-development condition by way of blocking, altering or diverting existing stormwater runoff patterns or have the potential to cause damage to other infrastructure.

6.0 ENVIRONMENTAL HEALTH

6.1. Undertake the approved development so there is no environmental nuisance or detrimental effect on any surrounding land uses and activities by reason of the emission of noise, dust, vibration, odour, fumes, smoke, vapour, steam, soot, wastewater, waste products, oil or otherwise.

6.2. Maintain outdoor lighting to comply with *AS4282 Control of Obstructive Effects of Outdoor Lighting*.

6.3. Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to adjoining properties or infrastructure.

- 6.4. In accordance with the Environmental Protection (Waste Management) Regulations, all waste storage areas must be kept in a clean, tidy condition, and sufficient waste containers and services are to be provided to cater for the containment and removal of all waste generated on the site. Waste must be removed to a lawful landfill.

7.0 SERVICES

- 7.1. The additional units must be serviced by the premises' existing connection to Council's reticulated water and sewerage networks.
- 7.2. Electricity and telecommunication services must be provided to the additional units in accordance with the standards and requirements of the relevant service provider.

8.0 FINISHED FLOOR LEVEL

- 8.1. The finished floor level of the additional units must achieve a minimum 300mm freeboard above the defined flood level of 283 metres Australian Height Datum for Blackall.

9.0 ASSET MANAGEMENT

- 9.1. Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.

10.0 CONSTRUCTION ACTIVITIES

- 10.1. Prior to construction of the vehicle access and water and sewer connections, forms for a Minor Works on Road Application and a Water/Sewer Connection Application must be completed and submitted to Council to notify the details of work being undertaken.
- 10.2. Implement and maintain an Erosion and Sediment Control Plan (ESCP) on-site, in accordance with the *IECA 2008 Best Practice Erosion and Sediment Control* document (as amended) for the duration of the works, and until such time all exposed soil areas are permanently stabilised. The ESCP must be available on-site for inspection by Council Officers during the works.
- 10.3. The construction of any works must be undertaken in accordance with good engineering practice and workmanship and generally in accordance with the provisions of any relevant standards under the *Blackall-Tambo Region Planning Scheme*.
- 10.4. All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site, unless otherwise approved in writing by Council.

10.5. Construction activity and noise must be limited to the hours of 06:30 to 18:30 Monday to Saturday, with no work to occur on Sundays or public holidays.

ADVISORY NOTES

- 1. Prior to commencing any construction activities, the applicant/developer will be required to obtain further development permits for building work, and plumbing and drainage work, and potentially for operational work, as required under relevant legislation for this work.**
- 2. This approval does not negate the requirement for compliance with all other relevant Local Laws and other statutory requirements. Any provisions contained in this approval relating to the enforcement of any of the conditions shall be in addition to all other rights, powers and privileges that the Council may possess or obtain, and nothing contained in these conditions shall be construed so as to prejudice, affect or otherwise derogate or limit these rights, powers and privileges of the Council.**
- 3. General environmental duty under the Environmental Protection Act 1994 and subordinate legislation prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.**
- 4. This development approval does not authorise any activity that may harm Aboriginal cultural heritage. It is advised that under section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the “cultural heritage duty of care”).**

Background

1.0 DESCRIPTION OF DEVELOPMENT

On 20 September 2023, Council approved an application for a Material Change of Use for a Retirement Facility over land at Thistle Street, Blackall, formally described as Lot 4 on SP159849 and Lot 1 on RP608399 (see **Figure 1**).



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Figure 2 – Extract from Approved Plan (Source: Applicant supplied)

2.0 DESCRIPTION OF PROPOSED CHANGES

The change is seeking to add one (1) additional independent living unit to the existing approved seven (7) independent living units on the site of the existing Retirement Facility. The change will result in the addition of eight (8) independent living units on the site. The change also results in the inclusion of an adjoining lot, Lot 17 on B13853.

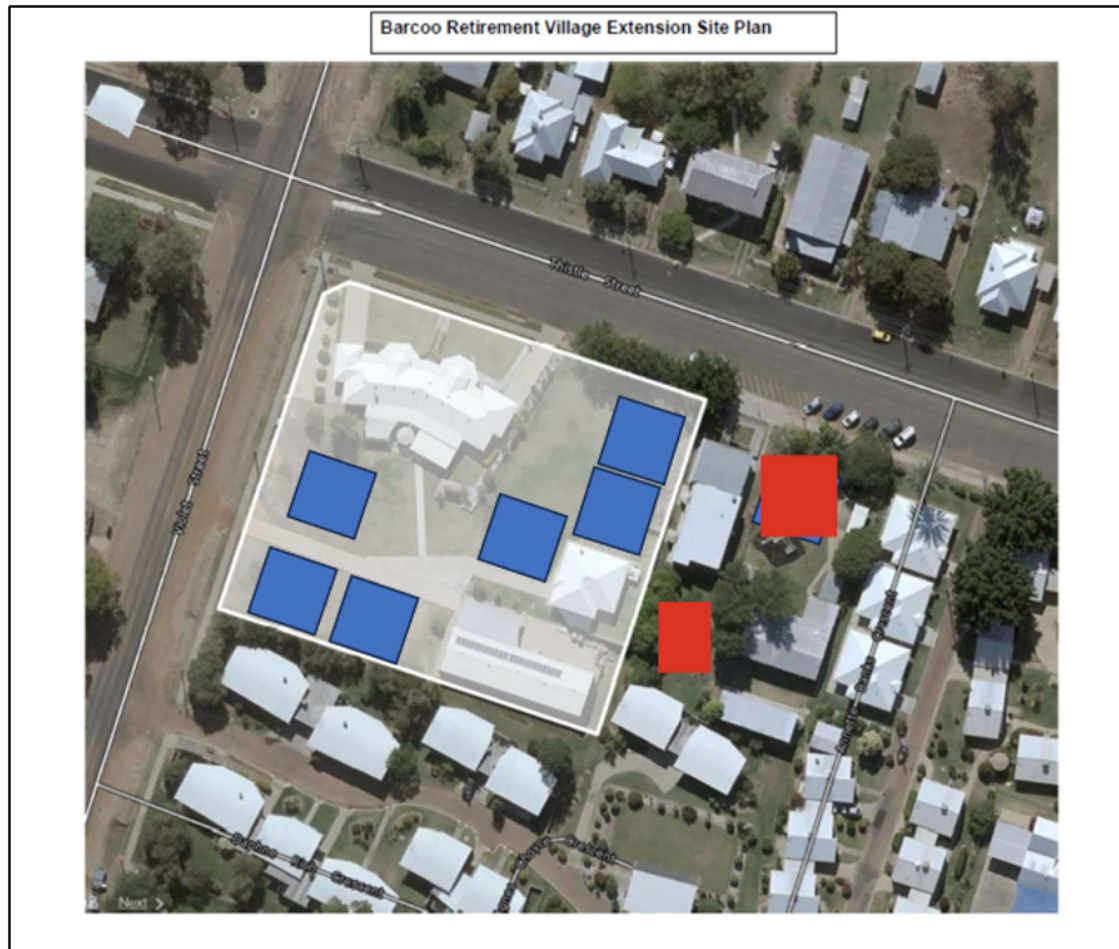


Figure 3 – Proposed Site Plan (Source: Applicant supplied)



Figure 4 – Aerial of subject site including Lot 17 on B13853 (Queensland Government DAMS Mapping)

3.0 PLANNING ASSESSMENT

A change application is made under section 78 of the Planning Act. There are two types of change applications, being either (1) a minor change, or (2) another change. A minor change application applies when the changes proposed to the development approval comply with the criteria for a *minor change* as defined under Schedule 2 of the Planning Act. In our view the proposed changes constitute a minor change, as demonstrated in **Table 3** and **Table 4** below.

TABLE 3 – MINOR CHANGE CRITERIA

CRITERIA	RESPONSE
(i) <i>Does not result in substantially different development</i>	Refer to Table 4 below wherein the criteria for 'substantially different development' is assessed. In summary, the proposed changes do not result in substantially different development.
(ii) <i>If the development application for the development, including the change, were made when the change application is made – would not cause –</i>	See below (A) – (D)
(A) <i>The inclusion of prohibited development in the application; or</i>	Complies – The proposed changes would not result in prohibited development under Schedule 10 of the <i>Planning Regulation 2017</i> .
(B) <i>Referral to a referral agency, other than to the chief executive; or</i>	Complies – The original application did not require referral, and the change would not result in referral to a referral agency.
(C) <i>Referral to a referral agency if there were no referral agencies for the development application; or</i>	Not applicable – The original application did not require referral, and the change would not result in referral to a referral agency.
(D) <i>A referral agency to assess the application against, or have regard to, matters prescribed by regulation under section 55 (2), other than matters the referral agency must have assessed the application against, or have had regard to, when the application was made; or</i>	Complies – The original application did not require referral and the change would not result in referral to a referral agency.
(E) <i>Public notification if public notification was not required for the development application</i>	Complies – The original application was Impact assessable and required public notification. No submissions were received during the original public notification.

TABLE 4 – CRITERIA FOR SUBSTANTIALLY DIFFERENT DEVELOPMENT

CRITERIA	RESPONSE
(i) <i>Involves a new use; or</i>	Complies – The change does not result in a new use. The changes relates to the addition of an independent living unit.
(ii) <i>Results in the application applying to a new parcel of land; or</i>	Complies – The change application includes a new parcel of land (Lot 17 on B13853). Despite the change introducing a new parcel of land it is noted that the land is already part of the existing Retirement facility site and owned by the same owners of the others lots part of the application. The addition of the new lot will not impact how the site operates and will not result in additional assessment considerations.
(iii) <i>Dramatically changes the built form in terms of scale, bulk and appearance; or</i>	Complies – The change results in the addition an independent living unit. The changes do not propose to dramatically change the built form in terms of scale, bulk or appearance. The additional unit will be of a similar bulk and scale to other buildings on the site and in the surrounding area. The additional unit will be located behind an existing building and therefore will not be highly visible from Thistle Street.
(iv) <i>Changes the ability of the proposed development to operate as intended; or</i>	Complies – The changes will not change the ability of the development to operate as intended.
(v) <i>Removes a component that is integral to the operation of the development; or</i>	Complies – The changes do not remove a component that is integral to the operation of the development.
(vi) <i>Significantly impacts on traffic flow and the transport network, such as increasing traffic to the site; or</i>	Complies – No changes to the access or the traffic network are proposed.
(vii) <i>Introduces new impacts or increase the severity of known impacts; or</i>	Complies – There are no known impacts associated with the development.
(viii) <i>Removes an incentive or offset component that would have balanced a negative impact of the development; or</i>	Complies – No incentive or offset component applies to the development approval.

<i>(ix) Impacts on infrastructure provisions.</i>	Complies – The change will not adversely impact on infrastructure provisions. Standard infrastructure servicing conditions will continue to apply.
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Based on the above assessment, proposed changes are considered a 'minor change'. In turn, section 81(2) of the Planning Act applies to the assessment of the change application. Blackall-Tambo Regional Council as the responsible entity must consider the assessment matters outlined in **Table 4**.

TABLE 4 – MATTERS TO CONSIDER FOR CHANGE APPLICATION (MINOR CHANGE)

MATTER TO CONSIDER	RESPONSE
<i>(a) The information the applicant included with the application; and</i>	Our assessment contained herein considers the information the applicant has provided regarding the change application.
<i>(b) If the responsible entity is the assessment manager – any properly made submissions about the development application or another change application that approved; and</i>	The original application was Impact assessable and required public notification. No submissions were received during the original public notification.
<i>(c) Any pre-request response notice or response notice given in relation to the change application; and</i>	No pre-request response notice or response notice was given (nor required) in relation to the change application.
<i>(d) If the responsible entity is, under section 78(3)(ba) or (bb), the Minister – all matters the Minister would or may assess against or have regard to, if the change application were a development application called in by the Minister; and</i>	The responsible entity is Blackall-Tambo Regional Council, not the Minister.
<i>(da) if paragraph (d) does not apply – all matters the responsible entity would or may assess against or have regard to, if the change application were a development application; and</i>	An assessment of the proposed changes has been carried out against the relevant provisions of the Blackall-Tambo Region Council Planning Scheme 2020 and is considered to comply with all relevant provisions of the Planning Scheme.
<i>(e) Another matter the responsible entity considers relevant.</i>	There are no other matters we see as being relevant to the assessment.

4.0 CONCLUSION

It is recommended the change application be approved, as the above assessment has demonstrated that the application meets the criteria for a minor change and is able to comply with the relevant assessment benchmarks of the planning scheme.

Assessment Officers (Author): Tim O'Leary Principal Planner Reel Planning 07 July 2026	Reviewed and Authorised by Assessment Manager Delegate: 15 July 2026
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Link to Corporate Plan

Organisational Performance & Financial Sustainability

Community, Environment & Heritage - Support the communities' long-term vision and strategic outcomes through ongoing engagement.

Community, Environment & Heritage - Consider and protect the heritage value of buildings and places in all new development.

Consultation (internal/external)

Chief Executive Officer

Town Planners

Policy Implications

Nil

Budget and Resource Implications

Nil

Risk Management Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	The application has been assessed in accordance with the Planning Act and the Blackall-Tambo Regional Council planning scheme.	Low
People	Low	Nil	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	The application has been assessed against the relevant requirements.	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil

Human Rights Impact

Section 4(b) of the *Human Rights Act 2019* (the Act) requires public entities to act and make decisions in a way compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:	
1. Recognition and equality before the law	2. Right to life
3. Protection from torture and cruel, inhuman or degrading treatment	4. Freedom from forced work
5. Freedom of movement	6. Freedom of thought, conscience, religion and belief
7. Freedom of expression	8. Peaceful assembly and freedom of association
9. Taking part in public life	10. Property rights
11. Privacy and reputation	12. Protection of families and children
13. Cultural rights – generally	14. Cultural rights – Aboriginal peoples and Torres Strait Islander peoples
15. Right to liberty and security of person	16. Humane treatment when deprived of liberty
17. Fair hearing	18. Rights in criminal proceedings
19. Children in the criminal process	20. Right not to be tried or punished more than once
21. Retrospective criminal laws	22. Right to education
23. Right to health services	

Consideration has been afforded with regard to the 23 human rights and no human rights have been limited in the forming of the officer recommendation.

Attachments

1. Attachment A - Minor Change Plan [10.1.2.1 - 1 page]

Date - 05 June 2026 (Received date)



Barcoo Retirement Village Extension Site Plan



11 Matters for Information

11.1 Director of Lifestyle and Community

OFFICER REPORTS

COUNCIL MEETING DATE:

Wednesday 15 July 2026

ITEM NO:

11.1.1

SUBJECT TITLE:

**Director of Lifestyle and Community Services
Report for June**

AUTHOR AND OFFICERS TITLE:

Jaimee-Lee Prow Director of Lifestyle and Community

AUTHORISING OFFICER:

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential)

N/A

Summary:

The Director of Lifestyle and Community Services Operations report for June is presented to Council. The report includes Blackall Aerodrome; Libraries; Blackall Neighbourhood Centre Program (Hub); Youth, Sport and Recreation; Tambo Lifestyle & Community Services (Hub); Tourism, Small Business, Communication and Media; Grasslands Gallery and Tambo Heritage Precinct.

Officer's Recommendation:

That Council receive the Director of Lifestyle and Community Services report for June 2026.

Background

June focused on strengthening strategic partnerships, celebrating community success and planning for future community infrastructure opportunities.

Council met with the Outback Queensland Tourism Association General Manager and Communications Team to strengthen collaboration and identify opportunities to enhance regional tourism promotion and destination marketing.

The Blackstump Bonanza Rodeo once again demonstrated its importance to the social fabric of the region, bringing together residents and visitors across generations for a highly successful community event. Council thanks the Better in Blackall Festival Committee and volunteers for coordinating the event bar, a vital contributor to the event's sustainability, and acknowledges the support of Council's Works Department in ensuring the event proceeded despite challenging weather conditions.

At the end of June, 60s & Better relocated from the Memorial Hall after many years of operation in this facility under Council's partnership with Churches of Christ Care. Council extends its appreciation to Churches of Christ Care, staff and volunteers for their longstanding contribution to supporting older residents. The program's new location, closer to the Blackall Retirement Village and Nursing Home, is expected to further enhance accessibility and service delivery.

Following this transition, Council is planning improvements to the Memorial Hall to support its continued evolution as a Youth and Community Activity Centre, creating a flexible space for future programs, activities and community events.

June also marks the conclusion of the 2025-2026 Financial year and provides an opportunity to reflect on a period of significant growth, innovation, and community impact across the Lifestyle and Community Services Directorate.

Throughout the year, the Directorate has maintained a strong focus on community wellbeing, Youth Leadership, Library Outreach, Tourism Development, Small Business Support activation, robust program of sport and recreational opportunities, communications and community connection. Many initiatives have been designed specifically to address the challenges of delivering services across a geographically dispersed rural and remote region.

2025-2026 Key Performance Snapshot

- **10,435 people engaged** through community programs, activities and events
- **140** programs, activities and events delivered
- **417** support occasions provided
- **100** emergency relief responses delivered
- **298 volunteers** engaged
- **16 community development** projects delivered
- **154** interagency and network meetings attended
- **More than \$370,000** secured through external grant funding
- **\$147,587.63** awarded through Council's inaugural **Community Grants Program**
- **\$491,632.05** delivered in community **in-kind support**
- Blackall-Tambo Library Service expanded outreach programs including ***Sprouts & Seniors, Read Together, Grow Together, Library on Wheels and Scrubby Creek Playgroup***, strengthening literacy, lifelong learning and community connection across all age groups
- Completed the **Blackall Skatepark Precinct Half Court Project**, delivering a new recreational asset identified through youth engagement and community consultation
- Successfully delivered the **inaugural Blackall-Tambo Youth Council Leadership Development Camp**, providing local young people with leadership, teamwork and civic participation opportunities
- Council strengthened its Small Business Friendly commitment through the inaugural **Shop Front Renewal Program, supporting 18 local businesses** with façade, accessibility and presentation improvements totalling **\$114,070.77**
- **11 arts and cultural projects** supported through the **Regional Arts Development Fund (RADF)**
- **160+ outreach and allied health service visits** hosted through the Tambo Lifestyle & Community Hub, improving access to WQPHN-supported and partner health services
- **\$12,000 raised for the Blackall-Tambo Community Crisis Fund** through the Blackstump Bonanza Celebrity Steer Ride

Link to Corporate Plan

Organisational Performance & Financial Sustainability

Operational & Governance Excellence - Continue to develop and improve processes that deliver value and provide efficiencies for the community.

Lifestyle & Community

Encourage initiatives that address community health & wellbeing.

Building a more engaged & connected region as a whole.

Enhancing our tourism experiences and opportunities.

Creating opportunities for our young people by providing innovative spaces and places for youth to aspire to learn, grow and thrive.

Investigate ways to further encourage & support volunteerism.

Identify, promote & grow opportunities for arts, cultural expression, & the development of the creative industry.

Deliver effective community information, communication & education programs to encourage participation in Council business & to enhance the region's livability.

Encourage connection, resilience, equality & inclusion within community.

Ongoing advancement & promotion of the Blackall-Tambo region.

Work with peak bodies & representative groups to action initiatives that foster local businesses & generate local jobs.

Support for businesses in the region.

The uniqueness & identities of our townships throughout the region are understood & valued.

Strengthen recognition, collaboration and partnerships with Traditional Custodians and Aboriginal and Torres Strait Islander peoples.

Protect and promote the heritage of our region.

Consultation (internal/external)

Chief Executive Officer

Chief Financial Officer

Director of Lifestyle and Community

Director Organisational Performance

Group Manager People Culture and Safety

Multi-Purpose Coordinator

Customer Service Officers

Library Officer

Tambo Library and Tourism Officer

Tourism Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE:	Wednesday 15 June 2026
ITEM NO:	9.1.2
SUBJECT TITLE:	Group Manager of Community Policy and Programs Report for June
AUTHOR AND OFFICERS TITLE:	Vivienne-Claire Van Mosseveld (Group Manager of Community Policy and Programs)
AUTHORISING OFFICER:	Jaimee-Lee Prow (Director of Lifestyle and Community) Mike Lollback (Chief Executive Officer)
CLASSIFICATION (if Confidential)	N/A

Summary:

The June Community Policy and Programs Operations Report covers activities across the Blackall Neighbourhood Centre Program, Blackall and Tambo Libraries, Youth, Sport and Recreation, Visitor Information and Tourism, Small Business, Communication and Media.

Officer's Recommendation:

That Council receive the Group Manager of Community Policy and Programs report for June.

Background**Blackall Hub (Neighbourhood Centre Program)**

June was characterised by strong event delivery, continued community engagement, and targeted interagency collaboration across Blackall and Tambo. Daily operations at the Blackall Lifestyle and Community Hub continued to provide consistent social support, visitor servicing and community programming. Increased regional activity from events and workshops contributed to steady engagement from residents and visitors.

Key Events and Highlights

The **Black Stump Bonanza Rodeo** was successfully delivered and well attended by locals and visitors. The event remains a major contributor to local economic and social activity. Funds raised will again support the **Blackall-Tambo Community Crisis Fund**, ensuring ongoing assistance for residents experiencing hardship. The event's success reflects strong volunteer involvement, engaged stakeholders and increased visitation during peak tourism season.

Community Engagement

Digital inclusion and skills development remained a focus. The Neighbourhood Centre supported SLQ in the final delivery phase of the **Digital and You** program. Both Blackall and Tambo hosted **3D printing and drone technology workshops**, attracting a wide range of age groups and providing hands-on learning opportunities. These workshops strengthened digital literacy, encouraged intergenerational participation and supported the Centre's role in lifelong learning.

Interagency Engagement and Staff Development

Both Neighbourhood Centres hosted **Mable** information sessions, introducing the digital platform to community members, carers and service providers to improve access to flexible Aged Care and NDIS support options. A **QSTARS** information session provided valuable guidance on tenant rights, advocacy services and support pathways. Preparation continued for the Human Services Quality Framework (HSQF) audit, with documentation collation and service delivery review progressing toward the 31 July 2026 completion. Further engagement included a catch-up with the **Department of Families, Seniors, Disability Services and Child Safety**, and a meeting with **WQPHN** to progress planning for a Healthy Ageing and Memory education session.

Programs and Project Development

Coordination continued with the **Blackall Historical Woolscour** for the Way Out West Great Australian Charity Cattle Drive Finale Dinner, focusing on infrastructure, event flow and visitor experience. Engagement with performers progressed planning for **Outback Circus Carnival** programming, including workshop structure, community participation and integration with broader event activities. Significant planning was undertaken for the **two-week School Holiday Program**, including technology incursions, movie nights, paint parties and NAIDOC Week activities. Development of the Blackall Lifestyle and Community Hub 2026–2027 Operational Plan is now being reviewed. It will guide our program delivery across social support, community development, volunteer engagement and wellbeing initiatives, ensuring the Hub continues to deliver accessible, high-quality services that meet community needs.

June reflected a strong balance between major event delivery, meaningful community engagement and ongoing project planning. The team maintained high-quality customer service while managing tourism, library, neighbourhood centre operations and community programming.

Youth, Sports and Recreation

June was a positive month with strong participation across all regular fitness and community programs. Attendance remained consistent, averaging **10 or more participants per class**, with many sessions attracting **12–20 participants**. Participants continue to report positive physical, mental and social health outcomes.

Regular Program Attendance

Monday

- Walk to Wellness (7:00 am): Consistent attendance; participants continue to use the program to support mental health.
- Aqua Aerobics (10:00 am): 12–20 participants; includes monthly morning tea with Barcoo Retirement Village residents.

Tuesday

- Chair Aerobics: 12–20 participants.

Wednesday

- Aqua Aerobics (9:00 am): 12–20 participants.
- Chair Aerobics (10:30 am): 12–20 participants.
- Gentle Mobility: 10–15 participants.

Thursday

- Aqua Aerobics (8:00 am): 12–20 participants.
- Chair Aerobics (10:00 am): 12–20 participants.
- Junior Runners (4:30 pm): 2–5 participants.

Friday

- Morning Aqua Aerobics: 12–20 participants.
- Nursing Home Exercise Program (9:15 am): 10–12 participants.

Saturday

- Junior Runners: 2–5 participants.

Major Activities

The **four-day Mega Clinic** held across Blackall and Tambo attracted **over 100 children** and received overwhelmingly positive feedback. The success of the event highlights potential for establishing it as an annual regional clinic, with rotating sports to broaden participation.

Planning and Development

Planning commenced for:

- New **dirt bike track**
- Three weekly **bootcamp sessions**
- Return of the **Junior Cricket** program

Blackall and Tambo Libraries

June was a busy and exciting month for Blackall and Tambo library. During June, both Blackall and Tambo also completed its latest book exchange. The outgoing exchange collection was packed and sent to the State Library, while the new exchange was received and unpacked. This has provided our readers with a fresh selection of titles to enjoy. The Forward Planning Report was completed for State Library.

Programs & Community Engagement

The monthly **Sprouts & Seniors** playgroup was held at Barcoo Living, with strong attendance from mums, bubs and residents. Children, residences and staff enjoyed a morning of rhyme-time singing and dancing.

Capacity Building Workshops

The month began with a **Drone Workshop**, followed by a **3D Printing Workshop**, both well received. Multiple **AI and Canva workshops** were also delivered. SLQ's Digital Inclusion Program enabled community access to digital skills training not normally available in the region.

Library Usage

- **Blackall Library:** 283 loans, 275 returns
- **Tambo Library:** 271 loans, 268 returns Both libraries completed their latest book exchange, providing a refreshed selection of titles. The Forward Planning Report was submitted to SLQ.

Popular Genres

- **Blackall:** Western (Fiction), Picture Books, Thrillers
- **Tambo:** Thrillers, Historical Fiction, Western

Tourism, Communications and Media

Tourism & Destination Marketing

- Registered for TEQ Best of Queensland platform.
- Submitted new Woolscour photography to OQTA for national campaigns.
- Coordinated photography for Sculptures in the Grass.
- Supported Stewie Benson with communications for the Ram Park tourism initiative.
- Progressed development of the Matilda Way brand in partnership with OQTA.
- Built and published the Outback Circus Carnival landing page with ticketing links.
- Reviewed and updated 40+ ATDW listings.
- Coordinated visitor guide distribution and responded to visitor enquiries (road conditions, travel information).
- Progressed updates to VIC town maps.

Small Business & Economic Development

- Provided internal reporting on Small Business Month, Small Business Awards, and Shopfront Renewal Program.
- Submitted Small Business Month initiatives and awards for local government recognition programs.

Media, Communications & Social Media

- Prepared monthly Tambo Council Corner and weekly Barcoo Independent Council Corner.
- Attended June Council Budget Meeting.
- Released Mayor's Budget Report media content, achieving front-page coverage in the Longreach Leader; produced post-budget video.
- Designed and promoted the School Holiday Program across posters, social media and website.
- Created media content for Way Out West Dinner, Tambo Pool upgrades, E.E. Parr Park upgrades.

- Supported Arts Queensland travelling performances.
- Supported ECEC Forum attendance and visitor information distribution.
- Published routine updates including roadworks notices, lost pets and public service announcements.

Website Development & Digital Content

Significant updates completed for 2026/27 including:

- Rates
- Fees & Charges
- Revenue Policy
- Revenue Statement
- Debt Policy
- Operational Plan
- Community Grants Program Policy
- Delegations Register
- Procurement & Disposal Policy
- Funerals and Cemeteries Forms
- Venue Hire and Equipment Forms

New webpages created:

- Rates
- Fees & Charges
- Waste Management
- Animal Management
- New to the Region
- Venues & Equipment Hire

Technical improvements included:

- Completion of Enforceable Undertaking requirements (webpage + WHS policy notice).
- Updated meeting minutes, policy titles, councillor titles and phone numbers.
- Resolved website footer link issue by recreating homepage and footer structure.
- Resolved Snap Send Solve bug.
- Invited community groups to contribute to the online events calendar.

Upcoming Events

- 21 July – Liz Young Show (Fairies/Violin – Under 8 yrs)
- 22–23 July – Elvis Kerneghan Music Workshops
- Bloomin' in the Bush Nominations Open (August)
- 3–4 August – ECEC Action Forum
- 27–30 August – Outback Circus Carnival
- 6–11 September – National Small Town Reinvention Conference
- 7–11 September – Bloomin' in the Bush Judging
- 12 September – Anglican Flower Show
- 24 September – Memory Café Luncheon (Dementia Awareness Week)
- 1 October – ABBA Tribute Show
- 3–11 October – Mental Health Week

- 4 October – NRL Grand Final Event
- 31 October – Halloween

Link to Corporate Plan

Organisational Performance & Financial Sustainability
Operational & Governance Excellence - Continue to develop and improve processes that deliver value and provide efficiencies for the community.

Lifestyle & Community

Encourage initiatives that address community health & wellbeing.

Building a more engaged & connected region as a whole.

Enhancing our tourism experiences and opportunities.

Creating opportunities for our young people by providing innovative spaces and places for youth to aspire to learn, grow and thrive.

Investigate ways to further encourage & support volunteerism.

Identify, promote & grow opportunities for arts, cultural expression, & the development of the creative industry.

Deliver effective community information, communication & education programs to encourage participation in Council business & to enhance the region's livability.

Encourage connection, resilience, equality & inclusion within community.

Ongoing advancement & promotion of the Blackall-Tambo region.

Work with peak bodies & representative groups to action initiatives that foster local businesses & generate local jobs.

Support for businesses in the region.

The uniqueness & identities of our townships throughout the region are understood & valued.

Strengthen recognition, collaboration and partnerships with Traditional Custodians and Aboriginal and Torres Strait Islander peoples.

Protect and promote the heritage of our region.

Consultation (internal/external)

Chief Executive Officer

Chief Financial Officer

Director of Lifestyle and Community

Library Officer

Neighbourhood Centre Coordinator

Tambo Library and Tourism Officer

Tourism Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 15 July 2026
ITEM NO: 11.1.3
SUBJECT TITLE: **Group Manager Community Access and Infrastructure Report for June**
 AUTHOR AND OFFICERS TITLE: Glenys Einam, Group Manager Community Access and Infrastructure
 AUTHORISING OFFICER: Jaimee-Lee Prow (Director of Lifestyle and Community)
 Mike Lollback (Chief Executive Officer)
 CLASSIFICATION (if Confidential) N/A

Summary:

The Group Manager Community Access and infrastructure report for June is presented. The report includes Blackall Airport Operations; Mable; Tambo Lifestyle and Community Hub; NDIS Program; Blackall and Tambo Cemeteries and Council and Community Grants.

Officer's Recommendation:

That Council receive the Group Manager Community Access and Infrastructure report for June.

Background**Community Services & Partnerships – Mable**

Community information sessions were held by Mable in both Tambo and Blackall on the 10 June. These generated lots of interest in helping shape/build NDIS support services in the region. During the sessions 4 community members joined Mable through Council's partnership with the community project. This is ongoing and will move into phase 2.

Tambo Lifestyle & Community Hub

The Tambo Lifestyle & Community Hub continues to provide a diverse range of essential services and community programs, supporting the health, wellbeing, and social connection of residents throughout May.

Service Delivery

- Allied Health Services through the WQPHN funding remained well utilised, with Longreach Physiotherapy conducting two visits and supported 30 clients.
- As part of the Healthy Ageing program, wellbeing initiatives continued with Jude Taylor (Swedish Massage Therapist) providing six service days; supporting 30 clients. Service delivery was adjusted to accommodate a power outage on 24 June, ensuring continuity of care.
- The Services Australia Access Point assisted 8 community members during the month.
- The RFDS Mental Health Clinician conducted four visits, supporting vital ongoing mental health service access within the community.
- RESQ attended the Hub on two occasions, while CQ Audio completed one visit.
- Regional Realignment also delivered one visit, providing chiropractic services to residents.

Community Programs & Activities

Regular community engagement activities continued, including:

- Weekly craft sessions for senior women
- “Fellas Friday”, a monthly social event supporting connection among senior men. This month on June 15 included an excursion to the Men’s Shed in Blackall. This was a great success and now the men have started talking about getting a men’s shed up and running in Tambo.
- As part of WQPHN funding, Qi Gong classes, facilitated by Rachael Sargood, continued to be held weekly at the Tambo Dam, promoting health and wellbeing in an outdoor setting.
- The Barcoo River Run, delivered in partnership with the Tambo Tourism & Business Association, recommenced Saturday morning sessions, with a revised 7:00am start time to accommodate seasonal daylight conditions.
- Tea and Talk for the senior community was held on 22 June with Rachael Sargood being the guest speaker. 30 people attended.
- June 11 Tambo hosted Western Queensland Touring Group (RADF) Pramkicker in the Tambo Shire Hall. This event saw 30 people attend.
- Youth Council meeting was held in Tambo on the 25 June.
- Tambo Community Hub received a donation of 8 garden beds for the Community Garden project.
- Movie night for the School Holiday program was held on Monday 29 June. 10 children attended.
- The Tambo Community Hub hosted an AI workshop at the Tambo Shire Hall.
- Youth Squigly club was held at the School on Thursday 2 June. Club was held at the School on Thursday 2 June.

Cemeteries

General cemeteries operations continue. New kerbing was completed in June, along with road extensions.

NDIS

NDIS continues to have three clients in both Blackall and Tambo. The NDIS is working well.

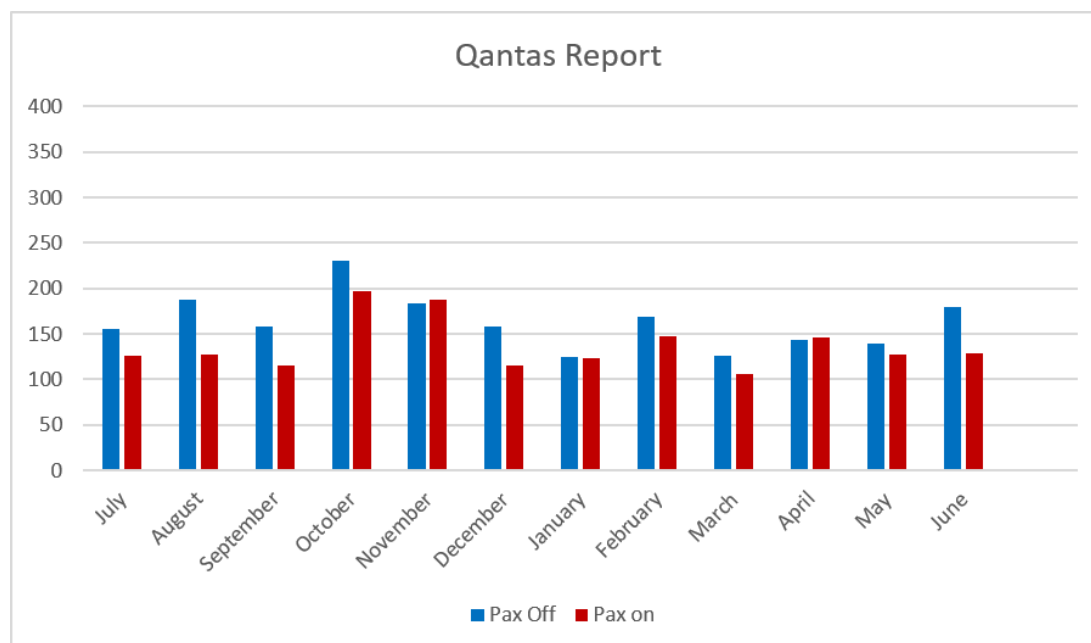
The new partnership with Mable will continue to support and grow the NDIS needs of the region and build a local workforce.

Council & Community Grants

With the new financial year, the 2026-2027 In-Kind applications were granted at the June budget meeting. There were 63 Clubs/Associations that applied with the amount of \$499,290.90 granted.

The first round of the Community Grant Program will be advertised for August.

Blackall Aerodrome



Link to Corporate Plan

Organisational Performance & Financial Sustainability

Operational & Governance Excellence - Continue to develop and improve processes that deliver value and provide efficiencies for the community.

Lifestyle & Community

Encourage initiatives that address community health & wellbeing.

Building a more engaged & connected region as a whole.

Enhancing our tourism experiences and opportunities.

Creating opportunities for our young people by providing innovative spaces and places for youth to aspire to learn, grow and thrive.

Investigate ways to further encourage & support volunteerism.

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Work with peak bodies & representative groups to action initiatives that foster local businesses & generate local jobs.

Support for businesses in the region.

The uniqueness & identities of our townships throughout the region are understood & valued.

Strengthen recognition, collaboration and partnerships with Traditional Custodians and Aboriginal and Torres Strait Islander peoples.

Protect and promote the heritage of our region.

Consultation (internal/external)

Chief Executive Officer
Chief Financial Officer
Director of Lifestyle and Community
Director Organisational Performance
Library Officer
Neighbourhood Centre Coordinator
Tambo Library and Tourism Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

Nil

11.2 Director of Organisational Performance

OFFICER REPORTS

COUNCIL MEETING DATE:	Wednesday 15 July 2026
ITEM NO:	11.2.1
SUBJECT TITLE:	Organisational Performance Monthly Report for June
AUTHOR AND OFFICERS TITLE:	Andrea Saunders Group Manager of Corporate Services, Assets and Projects
AUTHORISING OFFICER:	Alison Lamb (Director of Organisational Performance), Mike Lollback (Chief Executive Officer)
CLASSIFICATION (if Confidential)	N/A

Summary:

This report provides Council with an update for the Organisational Performance Department which includes an Executive Summary, the Blackall and Tambo Aquatic Centre Reports, Facility bookings, Snap Send Solve, Work Camp applications, Community Bus bookings, miscellaneous activities and outcomes.

Officer's Recommendation:

That Council receives the Organisational Performance report for June.

Executive Summary:

As the end of the financial year approaches, I would like to take this opportunity to thank the members of all my teams for the extraordinary effort and work they have carried out to contribute to our region and most importantly our community. In particular, I acknowledge my Group Managers for being the driving force in their teams and for working collaboratively which has enabled delivery of services and within budget.

➤ Work, Health and Safety

Enforceable Undertaking (EU)

Status:

- The CEO and I met with our lawyers in Brisbane on the 29 June 2026 to complete the next draft of the EU. Additional information was compiled and the third draft of the EU; the draft will be forwarded to the OIR for their review and comment.

➤ Drinking Water Quality Management Plan (DWQMP) and DWQMP Audit Report 2026

- The final DWQMP Audit Report 2026 from Viridis Consultants (Auditor) was received in June by council and the auditor submitted the final copy of the WQMP Audit Report 2026 to the water regulator.
- Council updated the Risk Management Improvement Program (RMIP) with the Information Requirement Notice (IRN) requesting additional or clarifying information for the DWQMP Review previously submitted. In addition, the recommendations and opportunity for improvements (OFI) from the Audit

Report 2026 were also included on the RMIP which is an annexure of the DWQMP.

- On 26 June 2026 council submitted the reviewed and updated DWQMP 2026 and the RMIP to the water regulator for their review and approval.
- Council is currently waiting on feedback from the water regulator in relation to the findings of:
 - the DWQMP Audit Report 2026;
 - the reviewed and updated DWQMP 2026 and
 - RMIP

➤ Blackall Sewerage Treatment Plant (STP) Project

- Status:
Water & Carbon Group and council will meet with the Department of Environment, Tourism, Science and Innovation (DETSI) in relation to submitting our Transitional Environmental program (TEP) application due to the Blackall STP upgrade which alters our Environmental Authority (EA).

Although the rain was welcomed in our region the three (3) ponds at the plant that had been emptied and drying out have now filled with water. This will not delay commencing construction, but other options to dry the ponds will have to be explored.

Construction is still scheduled to commence at the end of August/early September 2026.

➤ Disaster Management

- FUNDING:
- Funding opportunity has recently opened, and council will submit an application for the upgrade and additional equipment to enhance the Local Disaster Coordination Centre (LDCC). On track to submit the application.
- QRA Works Package 3 – Flood Mitigation funding:
Originally there were four (4) projects approved under this funding and they consisted of Blackall Community Based Flood Action Plan; Blackall Drainage study; Guardian IMS – Flood Intelligence Module and Blackall Flood Study.

Two (2) of the four projects were completed and the remaining two (2) were postponed and await a future funding opportunity to progress. The funding for these 2 projects have been combined into a new project which maintains the Intent of the original project scope.

The new project is the 'Blackall and Tambo Drainage Schematic Designs'. This project will provide current data and information that will inform accuracy in the future of providing the Blackall-Tambo Region with a Blackall and Tambo Drainage Study and Blackall and Tambo Community Based Flood Action Plan. Lackon has been selected to complete the study.

- FLOOD INTELLIGENCE SYSTEM DASHBOARD

QIT Plus owners of the Guardian IMS system have installed a Flood Intelligence Portal, this will display real time observed water levels and observed flooding.

Currently the portal is not available publicly, however mapping from the QRA Works Package 3 – Flood Mitigation funding – Flood Modelling and Flood Study is currently being uploaded in addition flooding trigger points from local knowledge regarding will be included and as other confirmed data becomes available these will be included to ensure information available is shared with our community and visitors.

Media releases and training will be prepared and broadcast to the community when the Flood Modelling Portal is unveiled for public access.

Details:

Blackall Aquatic Centre – Summary

Gate entry totals for this month:

- Passes 330
- Adult 904
- Child 234

Temperatures:

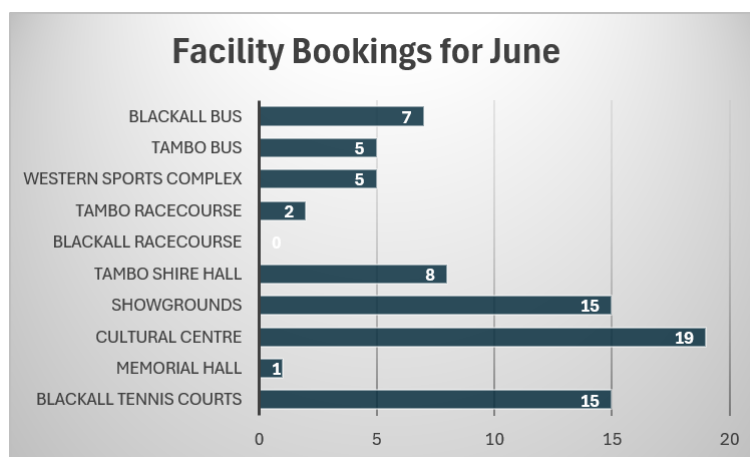
- Main Pool - maintained between 34 – 36 degrees Celsius
- Spa – maintained between 38 - 40 degrees Celsius

****Copy of Blackall Aquatic Centre monthly report attached for your convenience****

Tambo Aquatic Centre - Summary

****Closed for the winter season last day was 19 April 2026****

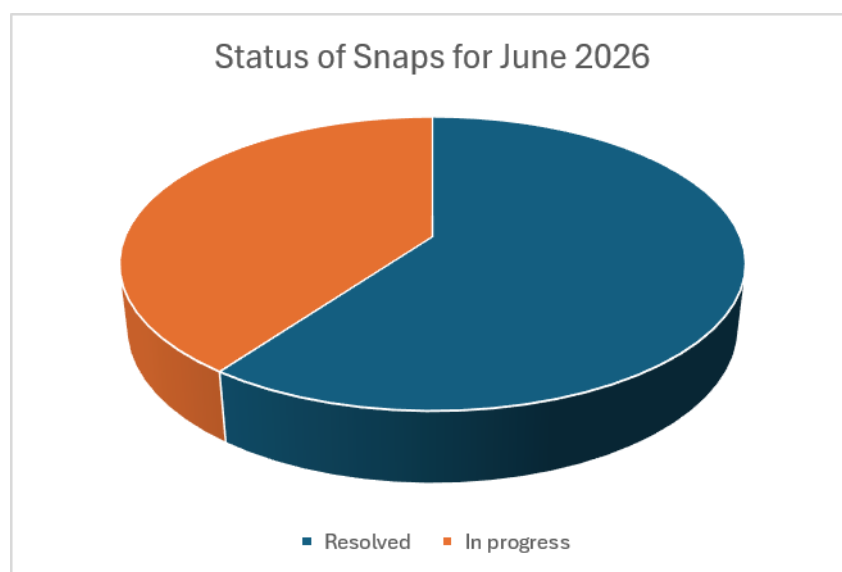
Facility Bookings Information

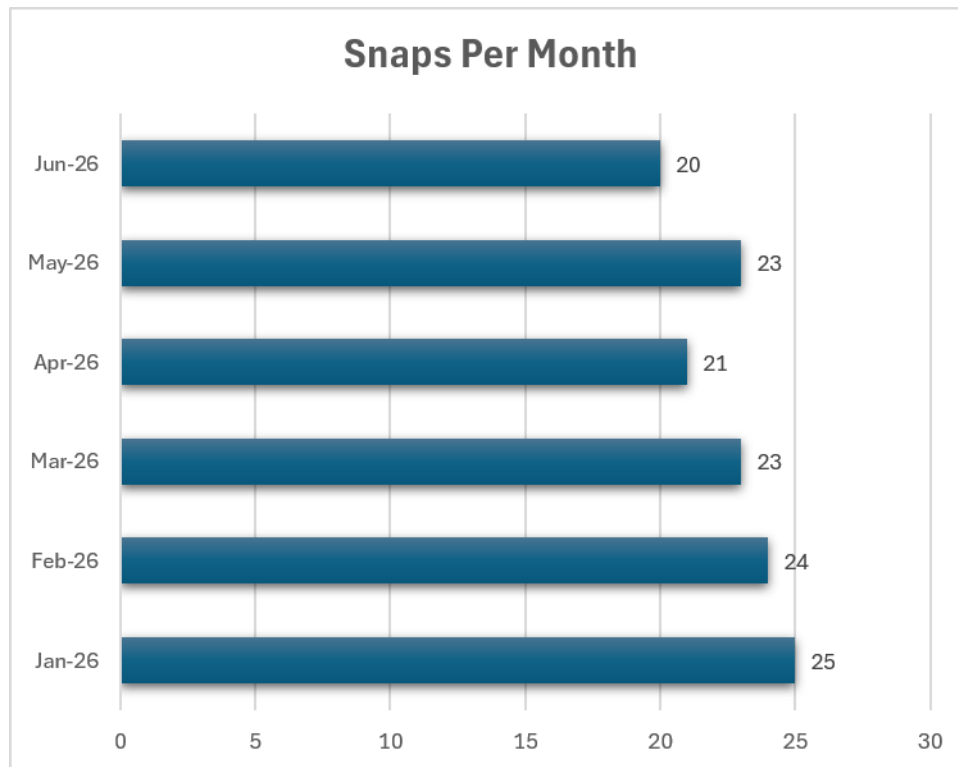


Snap Send Solve

20 Snaps across Blackall-Tambo Regional Council were lodged for the month of June.

- 12 matters have been resolved;
- 8 are in progress of being resolved.





Work Camp

One (1) application was submitted during June. This consisted of 1 application for projects and there were no annual updates. Application was received from:

- Blackall-Tambo Regional Council – Great Australian Charity Cattle Drive dinner.

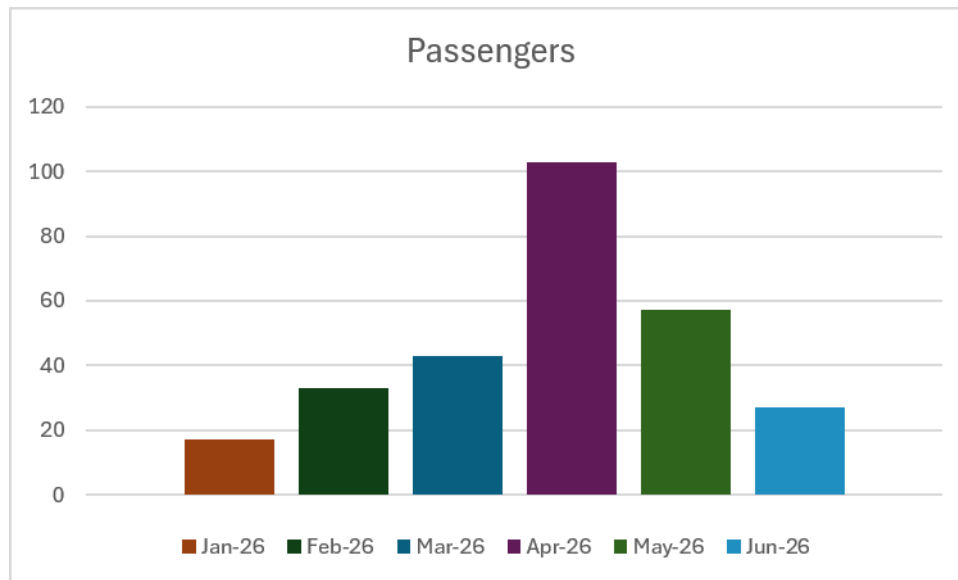
Community Bus

The Community Bus continues to be a successful partnership between Blackall-Tambo Regional Council and the Queensland Government. Below is a summary of the activity of the Community Bus for June:

Type of Use	Destination	Passengers
Health	Blackall to Longreach & return	10
Health	Tambo to Longreach & return	2
Connect to Train	Blackall to Jericho	2
Plane	Blackall to Barcaldine	1
Plane	Barcaldine to Blackall	2
Greyhound bus connection	Jericho to Blackall	1
Greyhound bus connection	Blackall to Jericho	2
Other	Blackall to Longreach - drop off	2
Total passengers		22

Due to a breakdown of the bus Council facilitated the transport of passengers using a Council car as follows:

- 2 passengers returned to Tambo from Blackall - Health
- 1 passenger Blackall to Jericho – Connection with train
- 1 passenger Jericho to Blackall – Connection with Greyhound service
- 1 passenger to Longreach and return to Blackall - Health



Other Activities

- The following policies have been drafted for consideration of adoption by Council this month and have been included as separate reports:
 - Child Safety & Wellbeing Policy
 - Ex-Gratia Payments Policy
 - Responsible Use of Artificial Intelligence Policy

All council policies are available for your information on council's website or via this link: <https://www.btrc.qld.gov.au/Council/Governance/Policies>

Link to Corporate Plan

Organisational Performance & Financial Sustainability

Operational & Governance Excellence - Deliver assistance with support and excellence and understanding.

Operational & Governance Excellence - Provide each customer with an individual focused experience.

Operational & Governance Excellence - Ensure best practice in corporate governance.

Operational & Governance Excellence - Understand there are future implications for decisions made today.

Consultation (internal/external)

Director Organisational Performance
Group Manager Customer and Council Support Services
Customer Service Officers

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

1. 20260706 - Blackall Aquatic Centre Monthly Report - June 2026 [11.2.1.1 - 4 pages]

Blackall Aquatic Centre Monthly Report June 26

Introduction

June at the Blackall Aquatic Centre continued to demonstrate the Centre's important role as a community hub, providing opportunities for recreation, fitness and social connection throughout the winter season. Although the cooler weather remained, patronage continued to be strong, with many community members and visitors taking advantage of the heated pool, spa facilities, Learn to Swim program and café services. The Centre also welcomed a huge influx of travellers and visitors to Blackall, highlighting the ongoing value of the facility as both a community asset and regional attraction.

As the winter season progresses, the Blackall Aquatic Centre remains committed to delivering quality services, supporting community wellbeing and providing an enjoyable experience for both local residents and visitors to the region.

Average Pool Temperatures

Throughout June, the Blackall Aquatic Centre continued to maintain warm and consistent water temperatures, ensuring the facility remained a comfortable and inviting destination for community members and visitors during the cooler winter months. The heated pool and spa continue to be key features of the Centre, supporting recreation, fitness, rehabilitation, Learn to Swim programs and overall community wellbeing.

- **Main Pool:** Maintained between **34–36°C**, following an increase in water temperature to further enhance patron comfort throughout winter. The warmer temperature has been well received by Learn to Swim participants, recreational swimmers, physiotherapy users and families, providing an enjoyable environment for all users.
- **Spa:** Consistently maintained between **38–40°C**, continuing to provide a relaxing and therapeutic space for hydrotherapy, rehabilitation, muscle recovery and general wellbeing.

Maintaining these consistent temperatures throughout June has enabled the Centre to continue delivering high-quality programs and services while ensuring patrons can comfortably enjoy the facility regardless of the cooler seasonal conditions.

Monthly Gate Entries

- **Season Passes:** 615 (up from 330 in May)
- **Adult Entries:** 2,150 (up from 904 in May)
- **Child Entries:** 234 (up from 196 in May)

June recorded a substantial increase in gate entries across all categories, reflecting growing community participation and a significant rise in visitor numbers as the winter tourist season gathered momentum.

While the tourist season experienced a relatively slow start, visitation increased considerably during the final two weeks of June. During this period, the Blackall Aquatic Centre welcomed more than 150 patrons through the gates each day, with many travellers and grey nomads taking advantage of the heated pool and spa facilities while visiting the region.

The significant increase in season pass usage, rising from 330 to 615, highlights the continued support of local residents and our winter season visitors that stay in our town for 3 months at a time. The combination of warm water temperatures, high-quality aquatic programs, ongoing facility improvements and exceptional customer service has contributed to one of the Centre's strongest winter months to date. The continued growth in patronage reinforces the Blackall Aquatic Centre's reputation as a valued community facility and an important destination for travellers visiting the Blackall region.

Every Week Events

- **Nat's Coaching Clinics**
Morning squad training continues to support swimmers in maintaining their fitness and technique throughout the winter season. During winter, coaching sessions are available by prior booking, allowing swimmers to access personalised coaching while accommodating seasonal demand. Private coaching sessions are also available by appointment.
- **Amy's Learn to Swim**
Learn to Swim lessons continue to operate on Tuesday, Thursday and Saturday each week, with the program maintaining strong enrolments throughout the winter season. During June, additional private and group lessons were provided for visiting families spending time in Blackall, ensuring children could continue their swimming and water safety education while travelling.
- **Aqua Aerobics**
Aqua Aerobics classes continue to provide a popular, low-impact fitness option suitable for all ages and abilities. Classes operate Monday at 10:00am, Wednesday at 9:00am, and Thursday and Friday at 8:00am. The adjusted morning start time has continued to provide participants with a comfortable and enjoyable winter exercise option while making the most of the heated pool facilities.

Events that have been held

A major highlight during June was the Blackall Aquatic Centre proudly hosting the 3-Day Mega Swimming Coaching Clinic. The clinic was a tremendous success, with 35 children participating across the last day. Swimmers had the opportunity to develop their skills through specialised coaching, technique development and engaging training activities, all delivered locally in Blackall.

The clinic provided an outstanding opportunity for local swimmers to access high-quality coaching without the need to travel and reinforced the Centre's commitment to supporting the development of swimming and water safety across the region. The positive feedback received from participants and families highlighted the value of offering quality aquatic programs within the local community, and the Centre looks forward to hosting similar opportunities in the future.

Upcoming Events –June at Blackall Aquatic Centre

There are currently no major events scheduled for the upcoming month at the Blackall Aquatic Centre. The Blackall Aquatic Centre remains committed to providing quality programs and a welcoming environment for the community throughout the winter season. Any future events or special activities will be promoted through the Centre's website and social media channels as they are confirmed.

Maintenance & Repairs

Throughout June, ongoing maintenance and repair works continued to ensure the Blackall Aquatic Centre remained safe, efficient and operating to a high standard throughout the winter season. Regular preventative maintenance and prompt attention to operational issues have assisted in maintaining the reliability of the Centre's facilities and equipment.

Key maintenance activities completed during June included:

- Awaiting replacement parts for the main pool dosing machine to enable the completion of repairs.
- Repairs and maintenance completed on the public toilets and urinal to ensure facilities remained clean, functional and accessible for patrons.
- Cleared a blockage in the main amenities to restore normal operation and minimise disruption to patrons.
- Continued routine inspections and preventative maintenance of the pool plant, filtration systems, heating equipment and general facility infrastructure to ensure all systems operated safely and efficiently.

These maintenance activities have been essential in supporting the smooth day-to-day operation of the Centre while providing a safe, clean and welcoming environment for all patrons. Ongoing preventative maintenance continues to improve the reliability of the facility and minimise disruptions to services throughout the winter season.

Purchases

Key purchases we are asking for:

- **Shade cloth** to be installed along the showground boundary, providing increased privacy for patrons while also acting as a wind barrier during the cooler months.
- **Toilet and amenities upgrades**, including the purchase of:
 - New toilet pans to replace ageing fixtures.
 - Materials to replace water-damaged wall linings within the amenities block, improving the safety, durability and presentation of the facilities.

These purchases form part of the Centre's ongoing commitment to maintaining high-quality facilities and ensuring a safe, comfortable and enjoyable experience for all patrons. The planned upgrades will improve the longevity of the amenities and enhance the overall appearance and functionality of the Centre.

Thank You

The Blackall Aquatic Centre would like to extend a massive thank you to Ron M for his exceptional hard work and dedication over the past few weeks.

Ron has gone above and beyond in clearing palm fronds, accumulated rubbish and dangerous trees from approximately three-quarters of the pool boundary. This was no small undertaking, with the project taking around two weeks to complete and involving the removal of well over 20 truckloads of vegetation and debris.

The transformation has been incredible. Not only has Ron's work significantly improved the safety of the facility by removing hazardous trees and overgrown areas, but it has also greatly enhanced the appearance of the Aquatic Centre. The cleaner, tidier surroundings have already attracted numerous compliments from both local patrons and visitors travelling through Blackall.

Projects of this scale require an enormous amount of time, effort and commitment, and Ron tackled the job with professionalism, pride and an outstanding work ethic. His willingness to go above and beyond has made a lasting difference to our facility, and we are extremely grateful for everything he has done.

Thank you, Ron, for your dedication, generosity and outstanding contribution to the Blackall Aquatic Centre. Your hard work is truly appreciated by our staff, patrons and the wider community.

Cheers

Amy, Richard & Sam

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 15 July 2026

ITEM NO: 11.2.2

SUBJECT TITLE: **People, Culture & Safety Report for June**

AUTHOR AND OFFICERS TITLE: Jodie Richardson Group Manager People, Culture & Safety

AUTHORISING OFFICER: Alison Lamb (Director of Organisational Performance),
Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

This report provides Council with an update of the People, Culture and Safety Department outcomes for June.

Officer's Recommendation:

That the People, Culture and Safety Monthly Report for June be received and noted by Council.

Background**PEOPLE**

Council is committed to fostering a culture where employees feel supported, valued and empowered to perform at their best, both safely and sustainably. Strengthening our employees is not only critical to maintaining a safe and positive workplace, but also to driving long-term performance, innovation and organisational growth.

Our people remain at the heart of everything we do, and our continued success depends on the strength, wellbeing and capability of our workforce.

Attendance at the 2026 LGW People and Safety Conference

Council's Director of Organisational Performance, along with members of the People, Culture and Safety Team attended the 2026 LGW People and Safety Conference held in Brisbane from 16 to 18 June.

The conference brought together industry leaders, HR practitioners, safety professionals, and organisational leaders to explore emerging trends, challenges, and practical approaches to improving workplace safety, culture, and people outcomes.

The event provided valuable insights into contemporary safety leadership, psychological wellbeing, regulatory developments, and innovative practices being adopted across organisations. The strong emphasis on integration, leadership, and psychological wellbeing reflects a broader shift toward holistic organisational health.

The conference reinforced the importance of continuing to evolve our approaches, leveraging technology, and fostering a culture where safety and wellbeing are embedded into our everyday operations.

Key outcomes from the conference include:

- **Integration is critical:** Aligning safety with people and culture functions drives stronger and more sustainable outcomes.

- **Leadership sets the tone:** Visible and authentic leadership commitment is essential for embedding safety as a core value.
- **Psychosocial risks are a priority:** Organisations must proactively manage mental health and workplace culture factors.
- **Technology is an enabler:** Data-driven insights and digital tools are enhancing proactive safety management.
- **Focus on learning, not blame:** Progressive organisations are adopting learning-based approaches to continuously improve safety performance



Staff Appointments

Casual Saleyard Stockmen	3
Labourer/ Plant Operator	1 (Tambo Roadworks)

Terminations

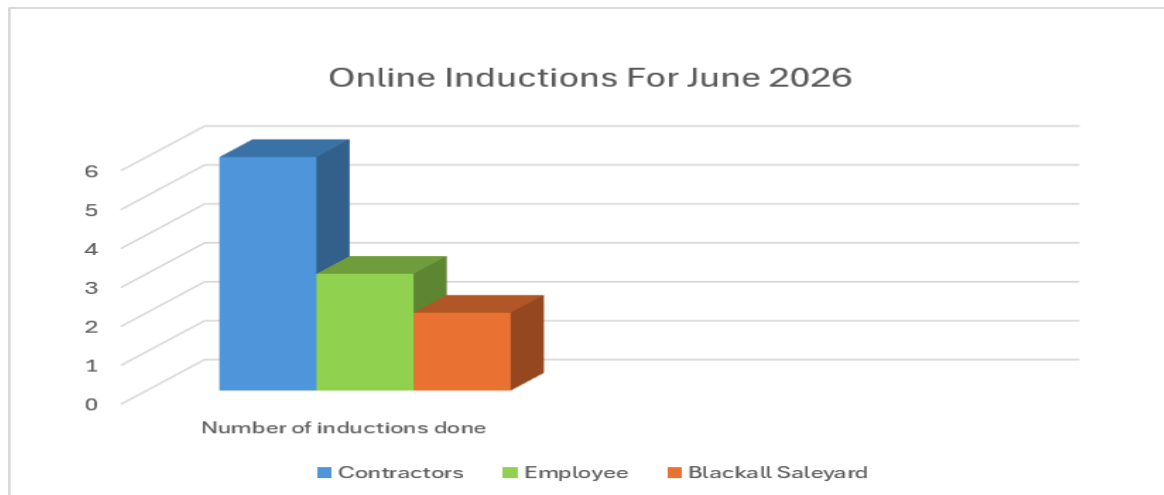
Casual Saleyard Stockmen	2
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Online Inductions Completed

• Contractors	6
• Employees	3
• Blackall Saleyards	2

Manual Inductions

• Blackall Saleyards	1
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Staff appointments

- Labourer/ Plant Operator – Tambo Works
- Casual Stockman x 3 – Blackall Saleyards

We warmly welcome these members to Council and wish them every success in their new positions.

Farewell Party

The Council extends its sincere appreciation to Clem Campbell on his last day at work following a dedicated period of 24 years' service. We wish him all the best in the future.



CULTURE

Blackall-Tambo Regional Council remains committed to fostering a positive organisational culture that supports collaboration, accountability and respect across all work areas.

Council continues to promote a workplace environment where employees are encouraged to work as one team, demonstrate shared responsibility, and contribute to a culture that underpins effective service delivery to the community.

The Council's culture is shaped by its core values, which guide behaviours, decision-making and interactions across the organisation. These values support an inclusive and constructive workplace, strengthen relationships between teams and locations, and reinforce Council's commitment to continuous improvement, employee wellbeing, and strong organisational performance.

Council's values include:

- **INTEGRITY:** We uphold public trust by taking accountability for our actions and following through with our commitments.
- **SAFETY:** We prioritise the health, wellbeing, and safety of our staff, communities, and the environment.
- **COLLABORATION:** We work together and with our community to pursue shared objectives.
- **INCLUSIVITY:** We respect and embrace diversity in all forms, including culture, background, ability, and ideas.
- **EFFICIENCY:** We use resources responsibly and continuously seek to improve our processes.

SAFETY

Council remains committed to providing a safe, healthy, and supportive workplace for all staff. This includes a continued focus on achieving safety targets, meeting mandatory legislative requirements, and strengthening systems and practices that protect both physical and psychosocial health at work.

Council recognises that staff wellbeing is fundamental to a positive safety culture and is committed to fostering a workplace where people feel respected, supported and able to perform their duties safely and confidently.

Maintaining a strong culture of safety, wellbeing and psychosocial safety remains an ongoing priority of Council and is underpinned by shared accountability, early identification of risks, and a proactive approach to creating a safe and inclusive work environment.

Upcoming Training

Training / Course	Date / Status	Participants
Diploma of Project Management	Commencing July 2026	Matthew Richardson; Shane Willet
Diploma of Local Government (Planning)	Commenced June 2026	Gayle Richardson
Certificate III Water Operations (Wastewater)	Date TBA	Dave Favelle; Gary West; Jason Brodie; Jonathan Holmes; Ronald Morgan
High Pressure Water Jetting Systems Training	28–29 July 2026	Clayton O'Brien; David Favelle; Gary West; Jason Brodie; Jonathan Holmes
Pole Saw	Date TBA	Operational Staff
Fire Warden	Date TBA	Designated Fire Wardens
Plant Tickets – Logbooks	Ongoing / as required	Various Operational Staff
1080 – Apply Poison Baits	Date TBA	Brooke Hafey

Safety activities undertaken during this reporting period include:

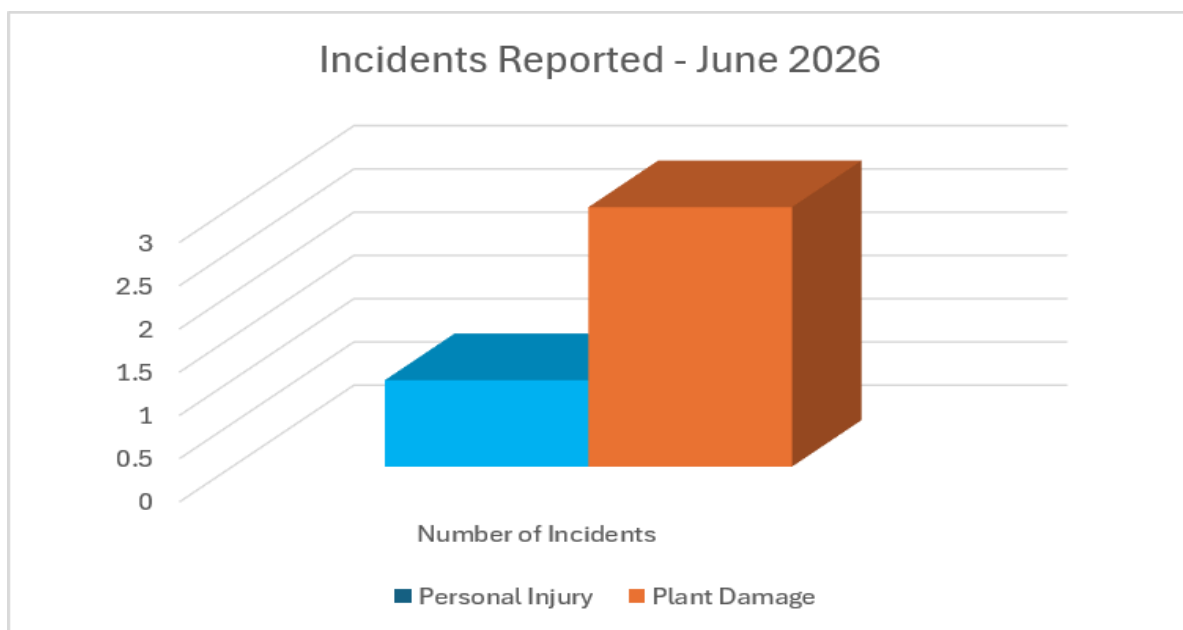
- Updating staff Training Needs Analysis (TNA)
- Receive new Platform ladders for the Blackall and Tambo Garden Crews
- Block off and Barricade debris from falling ceiling panel – Blackall Depot
- Toolbox Talks
 - Ladders
 - Confidentiality
 - Privacy
 - Use of Personal Mobile Phones
- General Hazard inspections - Tambo

Incident Log & Immediate Actions

4 incidents were reported during June:

- 04.06.2026 – The Cherry Picker Trailer sustained a tyre blow out on the Blackall-Tambo Road during transit between towns. The tyre and rim have been replaced, and no further damage was reported due to the incident.
 - Tyres can blow due to various uncontrollable factors – staff are reminded to check tyres during pre-start walk around inspections for signs of any obvious damage.
- 16.06.2026 - Damage to Council Plant at the Tambo Rest Stop when a suspected passing vehicle has flicked a stone, hitting the driver's side window.

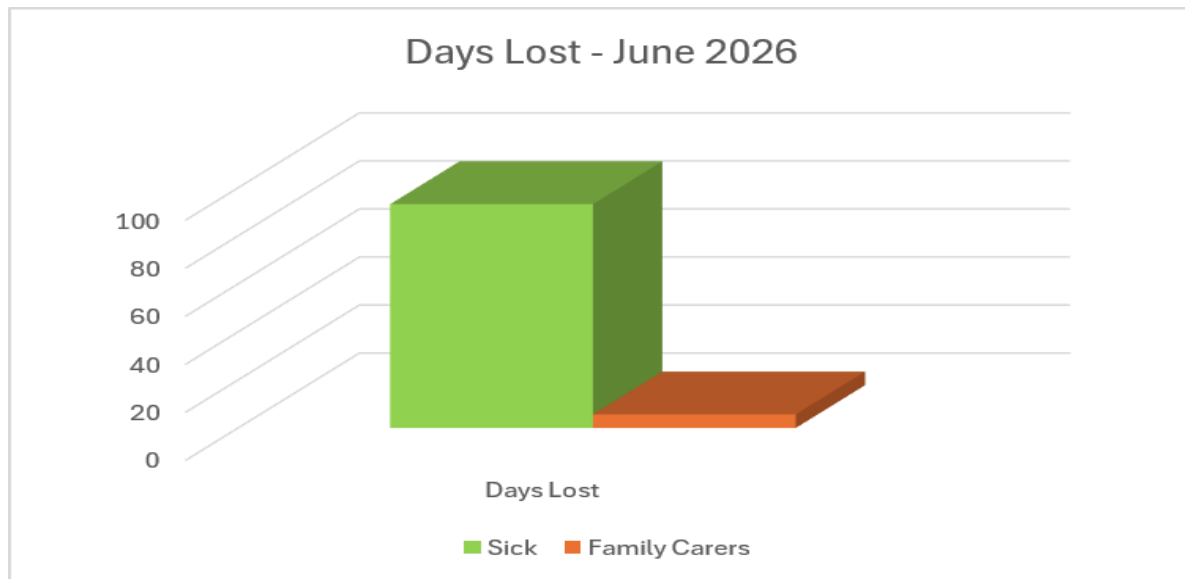
- Unfortunate incident where operators are reminded to ensure Council plant and machinery are parked well away from passing vehicles whilst unattended.
- 17.06.2026 – Whilst assisting with unloading a truck of weaners at the Blackall Saleyards, an employee sustained an injury when a piece of mesh flooring struck them. The employee received immediate first aid and was transported to hospital and was sent for precautionary testing. The employee has since been cleared for full duties and has returned to work at the Saleyards.
 - The Saleyards Manager is to ensure that saleyard staff do not assist with the loading or unloading of cattle at the Blackall Saleyards. This direction must be reinforced during pre-start meetings with all workers
- 20.06.2026 – Slight surface damage was received to a Council Vehicle, listed for private use; when a family member accidentally struck the car whilst reversing. Minimal damage was caused, and the employee has provided insurance details to cover the cost of any damages.
 - An unfortunate incident caused by uncontrolled traffic. Best practice is for employees to park work vehicles in the same parking area at home and ensure that family members are aware of the designated space.



Sick Leave

- 98.86 days have been lost due to absence by staff for the month of June. This has increased by 15.75 days since May
- Rising trends are consistent with the expected patterns for this time of year due to seasonal colds and flu.

- Staff absence determined as:
 - Sick Leave 93.19 days lost
 - Family Carers Leave 5.67 days lost



[Link to Corporate Plan](#)

Organisational Performance & Financial Sustainability

Operational & Governance Excellence - Continue to develop and improve processes that deliver value and provide efficiencies for the community.

Operational & Governance Excellence - Advocate to all tiers of government and the services sector to prioritise investment and support services in our region to ensure the needs of our communities are fulfilled.

Operational & Governance Excellence - Deliver assistance with support and excellence and understanding.

Operational & Governance Excellence - Provide each customer with an individual focused experience.

Operational & Governance Excellence - Ensure best practice in corporate governance.

Operational & Governance Excellence - Understand that there are future implications for decisions made today.

[Consultation \(internal/external\)](#)

Chief Executive Officer

Director Organisational Performance

Workplace Health & Safety Advisor

Workplace Health & Safety Administration Support Officer

Group Manager of Roadworks

Group Manager of Town and Rural Services

Payroll Group Leader/ Blackall Town Manager

Customer & Council Support Officers

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 15 July 2026
ITEM NO: 11.2.3
SUBJECT TITLE: Town and Rural Services Report for June
AUTHOR AND OFFICERS TITLE: Greg Nicholls Group Manager Town and Rural Services
AUTHORISING OFFICER: Alison Lamb (Director of Organisational Performance),
Mike Lollback (Chief Executive Officer)
CLASSIFICATION (if Confidential) N/A

Summary:

Overview of upkeep and maintenance of the townships of Blackall and Tambo.

Officer's Recommendation:

That Council receive the Town and Rural Services Report for June.

Background

All parks and gardens are scheduled for regular servicing, maintaining and upkeep includes but not limited to cleaning, mowing, whipper snipping, weed control including spraying, roadside slashing, cleaning of gutters, hedging, watering, debris removal, slashing, street sweeping and so on.

Events - An emphasis on ensuring that booked venues or locations used for event/s are included in the maintenance/upkeep schedule in addition to business as usual. The team works closely with event organisers to ensure the readiness of these areas.

General scheduled maintenance is not noted in this report only exceptions.

TAMBO

- **Tambo Wash Block Facility**

- The wash block high pressure water system has been repaired. The main pump has had a new pressure switch fitted. Pipework will be modified and a cage will be built to house the pump to prevent users from changing the pressure settings.
- Portable cameras have been installed to monitor the constant theft of hoses and fittings.

- **Tambo Aquatic Centre**

- The Aquatic Centre is now closed for the winter season. Maintenance is being performed as required.

- **Tambo Truck Museum**
 - Regular cleaning of the facility is being carried out. Mesh is to be installed in the roof to stop birds from nesting and dirtying the floor area.
 - Regular mowing and maintenance of the grounds is being carried out.
- **Irrigation Systems**
 - Regular checks and sprinkler adjustments on all Tambo sites with irrigation systems.
 - New system to be installed at the Sports Shed next to the Tennis Courts.
- **Rubbish Dump**
 - Security cameras have been installed and are online. Camera's will be monitored by office staff.

Handyman/Building Maintenance Team

- General Building maintenance and repairs on various Council houses.
- Assistance with water infrastructure repairs and maintenance is carried out as required.

Projects

- **E.E Parr Park**
 - The slide arrived and was installed by the Town Crew and the park was opened the following day.
- **Netball Court**
 - Preparation has commenced for quoting on the installation of underground sprinkler system and laying of turf.

Upcoming Events

- **Polo Cross Fields**
 - The Western Sports Facility maintenance is ongoing, and the area is slashed and mowed as required.
- **Tambo Racecourse**
 - Ongoing maintenance and gardening are carried out as required.

BLACKALL

Blackall Aquatic Centre

- The inside garden beds around the perimeter have been cleaned and tidied up. This was a huge undertaking which included the removal of over 20 truckloads of vegetation and debris, we acknowledge Ronnie Morgan for undertaking this task and has transformed the facility.

Bark Park

- New grass growth is progressing well. The park is being used regularly by dog owners and herbicide has been sprayed to inhibit future weed and burr growth.

Town Crew

- The damaged sign at the **Big Roly Poly** has been repaired, the surrounding area has been cleaned and weed spraying has been completed.
- The automated sprinkler system at the Blackall Showgrounds behind the Industrial Pavilion is now complete and fully operational. The final stage of the scheduled works—covering the cattle pavilion grassed area—will commence in the near future.

Basketball Half Court

- Turf has been installed around the edges of the court to rectify the large drop off that was left after the court was constructed. The sprinklers have been relocated as required to allow for even water coverage.



Road Maintenance Crew

- Road repair work has been in progress along the Isisford Road. Several sections have had surface corrections carried out. Concrete repairs to damaged floodways are being completed as required.

Rubbish Dump

- The two remaining surveillance cameras have been installed at the rubbish dump, and the original camera has received its software updates and is now fully functional again. All cameras will be monitored by Depot staff.
- A dozer was utilised to complete tidying works at the old rubbish dump. The green waste was relocated to create additional space for future dumping, and the building-material waste was compacted and tidied.

Projects

- Planning for the Sewerage Treatment Plant upgrades is ongoing in collaboration with Water & Carbon Group. The settling ponds that had been bypassed to allow them to dry refilled with water following recent rainfall. Excess water entered the treatment process and could not be discharged quickly enough through the current drainage setup. Consequently, water levels in the ponds rose and overflowed the end banks, flooding the beds that were in the process of drying.

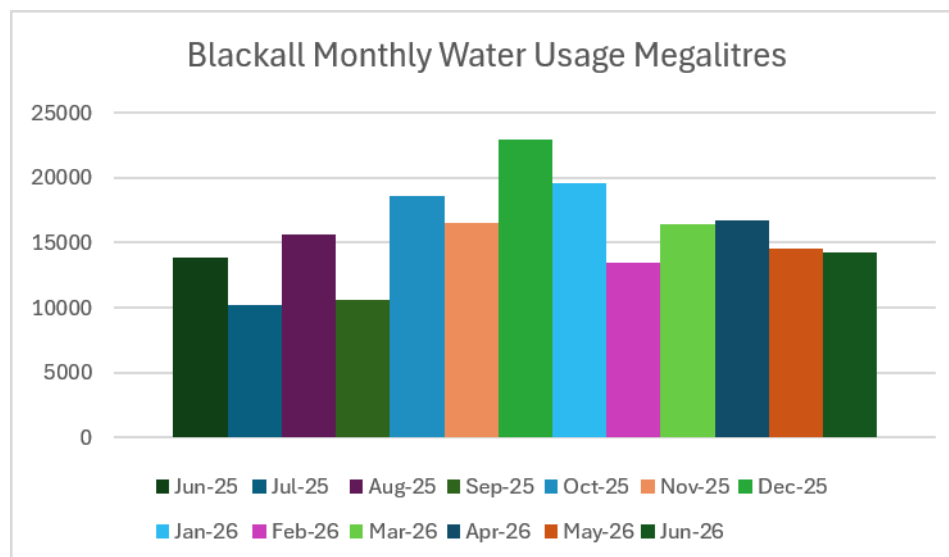
The drying phase was intended to allow removal of silt build-up and vegetation growth from the existing ponds.

- Memorial Park lighting upgrade has been completed. New street lighting at the Cenotaph has been installed and brighter globes fitted to the carpark lighting bollards.

Monthly Water Consumption Comparison**Blackall****Bore Usage**

Bore Usage Totals	ML
Depot Bore	3932
Leek Street Bore	4086
Showground Bore	6196
Monthly Total Consumption	14214

Description	Number
After Hour Call-outs - Water	1
Broken Mains/Services	1
Private Works	0
Sewage Line Repairs	3
Sewage Tank Pump-outs	0
After Hour Call-outs - Sewer	1

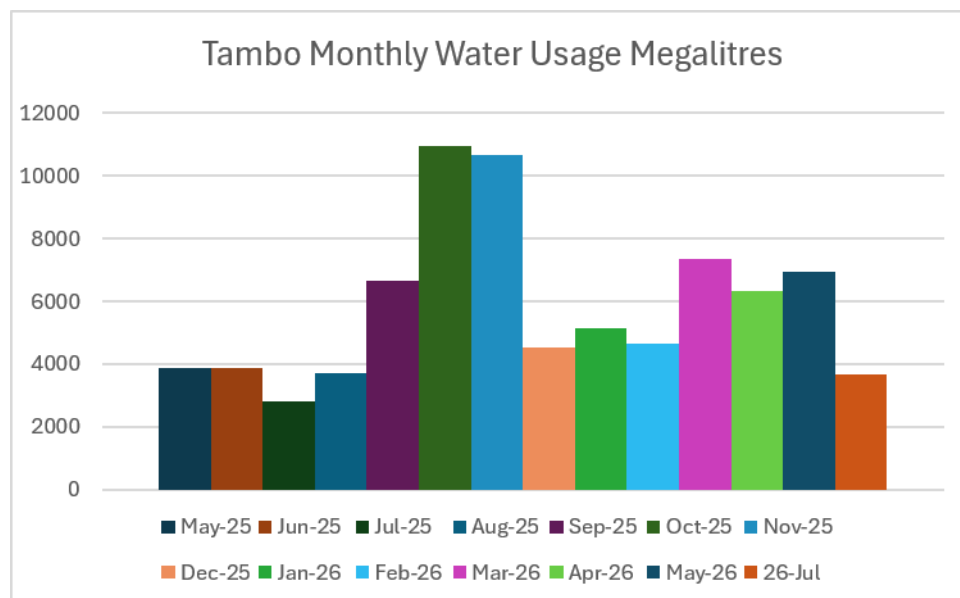


Tambo

Bore Usage Totals

Description	ML
Top Bore	1773
Depot Bore	722
Town Bore	403
Fill Point	766
Monthly Total Consumption	3664

Description	Number
After Hour Call-outs - Water	2
Broken Mains/Service	4
Private Works	0
Sewage Line Repairs	1
After Hour Call-outs - Sewer	0
Sewage Tank Pump-outs	0



Consultation (internal/external)

Chief Executive Officer
 Director Organisational Performance
 Group Manager Town and Rural Services

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 15 July 2026

ITEM NO: 11.2.4

SUBJECT TITLE: Roadworks Report for June

AUTHOR AND OFFICERS TITLE: Works Engineer Contractual Engineer - Works

AUTHORISING OFFICER: Alison Lamb (Director of Organisational Performance),

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

The Road Works report includes Transport & Main Roads (TMR) projects; Works for Queensland (W4Q); Residential Activation Funding (RAF) projects; Disaster Recovery Funding Arrangements (DRFA); Queensland Reconstruction Authority (QRA) Work Package 3 funding projects; Flood Reconstruction of Essential Public Assets (REPA) Events and Visual Mapping of progressing works for June is presented to Council.

Officer's Recommendation:

That Council receive the Road Works report for June.**Background****TMR Projects**

Blackall Tambo Road – Landsborough Highway – ch 0.94km - ch 5.38 km		
Project Budget	To be advised	
Project Status		
Project Scope	Widening and Rehabilitation of pavement	
Monthly Progress	Package 1 has been priced, which covers detour construction, gravel to hardstand finished and culvert pricing.	
Project Completion	TBA	
% Complete	%	

General RMPC (Road Maintenance Performance Contract) FY 2025 - 2026		
Project Budget	\$ 2,546,431.00	
Project Status		
Project Scope	A conditional agreement has been signed for 2025-2026 maintenance as required on the National Highway and State-Controlled Network within the BTRC.	
Monthly Progress	Surface correction on Jericho Road. Slashing on Tambo, Jericho, Alpha and Augathella roads, Heavy formation grading Alpha Road and Springsure Road.	
Project Completion	July 2026	
% Complete	79%	

Contract Number CN-24761 Project Number 3445342		
DRFA Reconstruction work Blackall to Adavale Rd		
Project Budget	\$ 5,000,000.00	
Project Status		
Project Scope	Heavy /Medium formation grading various chainages, Gravel resheeting various chainages and 3km pave and sealing.	
Monthly Progress	All grading completed and 90% of gravel completed. 3 km pave and seal section prepared.	
Project Completion	Tender Nov 2025 Tender Practical Completion Date February/March 2026. Application to TMR to extend PC will be considered. Recent wet weather will also impact the delivery program. TMR has agreed to an extension to July 2026.	
% Complete	70%	

W4Q 24-27 Funding

Dahlia and Larkspur Streets Stormwater - Drainage		
Project Budget	\$ 530,000	
Project Status		
Project Scope	Design and construction of new stormwater drainage infrastructure to eliminate the persistent ponding in Blackall on Dahlia and "Ticklebelly" Gully outlet. Project budget has been reallocated and will be reported next month.	
Monthly Progress	Works completed on Ticklebelly Gully has had significant rain and seems to be working well.	
Project Completion	December 2025	
% Complete	100% (redistribution of remaining budget to other programs)	

Kerb and channel – Bedford Street		
Project Budget	\$ 300,000.00	
Project Status		
Project Scope	Install Kerb and channeling both sides of Bedford Street from Myrtle Street to St Alban Street. Part contribution from QBuild.	
Monthly Progress	Several dates supplied from builders for the arrival of houses have held us off rehabbing road to suit the new kerb	
Project Completion	June 2026	
% Complete	75%	



Kerb and channel – Blackall Cemetery		
Project Budget	\$150,000.00	
Project Status		
Project Scope	Install kerb and channel on the southern side of road. Extend road to end of graves. Road works to be done by Shire.	
Monthly Progress	Corrector layed out and reclaimed, seal to be done.	
Project Completion	June 2026	
% Complete	80%	



Residential Activation Fund

Footpath Kerb Channeling – Tambo, Charles/ Queen Elizabeth Street. RAF Round 1		
Project Budget	\$ 405,000.00	
Project Status		
Project Scope	Construction of kerb and channel Charles Street Tambo.	
Monthly Progress	Kerb area back filled and tied into existing drainage. All civil works are completed for project.	
Project Completion	May 2026	
% Complete	99%	



Disaster Recovery Funding Arrangements (DRFA)

Flood Study		
Project Budget	\$ 80,000.00	
Project Status		
Project Scope	A – Flood study (complete) B - Flood Intelligence Module	
Monthly Progress	Flood Study complete flood intelligence module being updated in Council's Disaster Dashboard.	
Project Completion	TBC	
% Complete	90%	

QRA Work Package 3 – Additional funding		
Project Budget	\$ 213,900.00	
Project Status		
Project Scope	1. Guardian finalised. 2. Flood Study under review with council. 3 & 4 Both the Drainage Study and Community Action Plan will not be delivered in this work package but will be submitted in the future if another Flood Resilient Work Package is offered. The funding from these projects has been combined and approved by QRA to complete the Blackall and Tambo Drainage Schematic Designs which will provide council with complete details on drainage infrastructure and will be completed by Lackon.	
Monthly Progress	Drainage study being undertaken by Connell Griffin	
Project Completion	TBC	
% Complete	80%	

QRA 2024/2025 Event		
Project Budget	\$ 23,573,991.34	
Project Status		
Project Scope	DRAFT: 012105 / DRAFT: 011624 Flood Reconstruction of Essential Public Assets (REPA) relating to the 2024 / 2025 Event. This is a DRAFT submission.	
Monthly Progress	Draft submission prepared for pending finalization. Expenditure – nothing at this stage.	
Project Completion	30 th June 2027 (TBC)	
% Complete	0% construction	

QRA 2023/2024 Event		
Project Budget	\$ 16,297,505.41	
Project Status		
Project Scope	BTRC.0028.2324U.REC / BTRC.0027.2324U.REC Flood Reconstruction of Essential Public Assets (REPA) relating to the 2023 / 2024 Event.	
Monthly Progress	Works are well underway. Expenditure to date - \$7,893,645.11 Extension of time has been requested.	
Project Completion	Forecast completion – 31 st December 2026	
% Complete	75% Works, 50% Acquittal photos.	

QRA 2021/2022 Event		
Project Budget	\$ 41,078,549.00	
Project Status		
Project Scope	BTRC.0021.2122J.REC / BTRC.0018.2122J.REC / BTRC.0020.2122J.REC / BTRC.0019.2122J.REC Flood Reconstruction of Essential Public Assets (REPA) relating to the 2021 / 2022 Event.	
Monthly Progress	Works completed. BTRC to acquit. Final claims are in progress. Estimated 10% released on completion of acquittal. Close out submission now lodged.	
Project Completion	June 2026	
% Complete	95% Acquittals in progress	

Requests for Action

Town Request 2 Solved 2
Rural Request 1 Solved 1
TMR Request 0

Link to Corporate Plan

Organisational Performance & Financial Sustainability
Operational & Governance Excellence - Continue to develop and improve processes that deliver value and provide efficiencies for the community.
Operational & Governance Excellence - Understand there are future implications for decisions made today.
Financial Strength, Infrastructure & Projects - Commit to maintaining strong asset management, and fiscal sustainability.
Financial Strength, Infrastructure & Projects - Effective road and street infrastructure investment to accomplish maintenance priorities and development opportunities.

Consultation (internal/external)

Chief Executive Officer
Chief Financial Officer
Director Organisational Performance
Group Manager Environment, Health and Compliance
Group Manager Town and Rural Services

Policy Implications

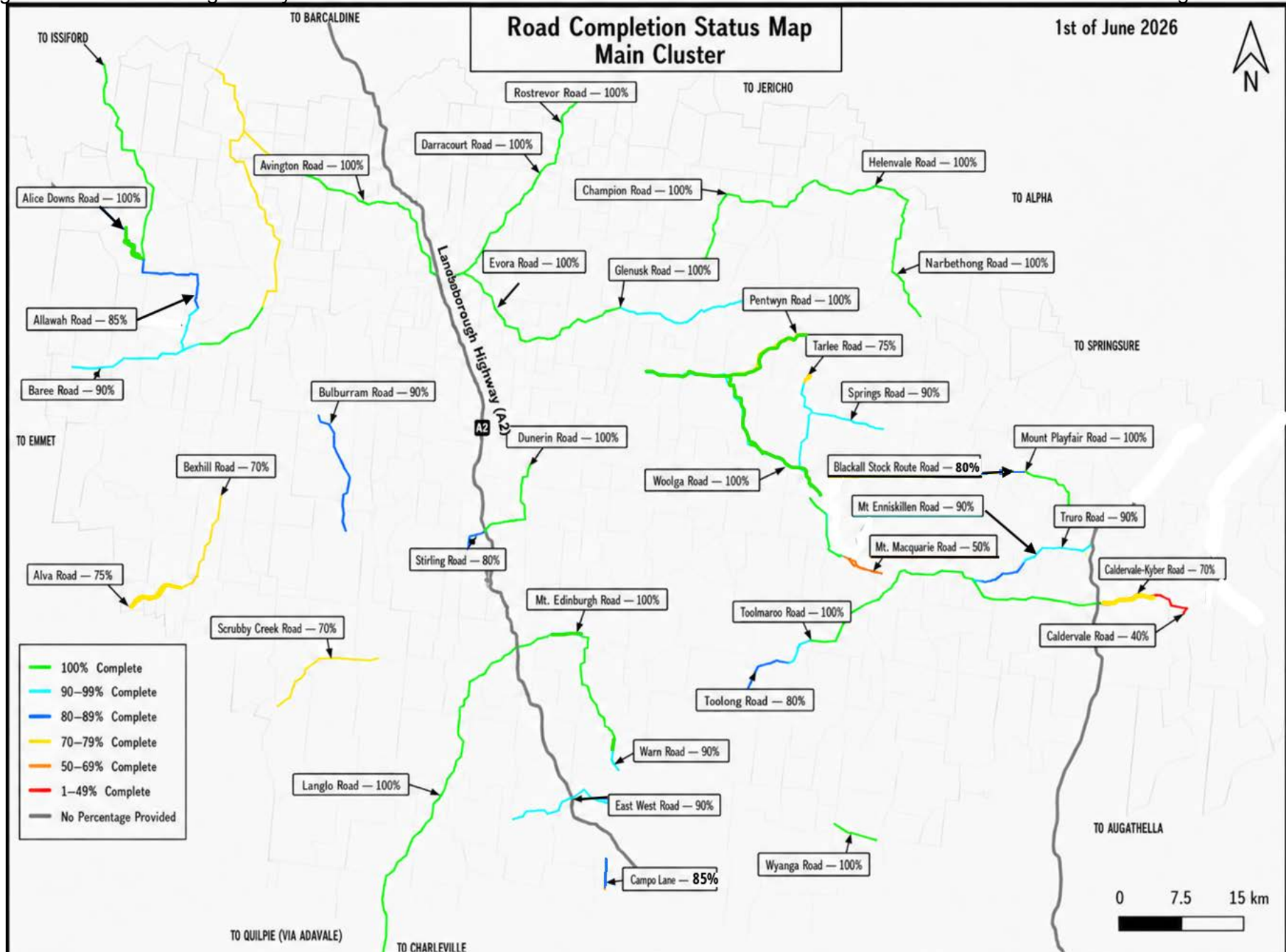
Nil

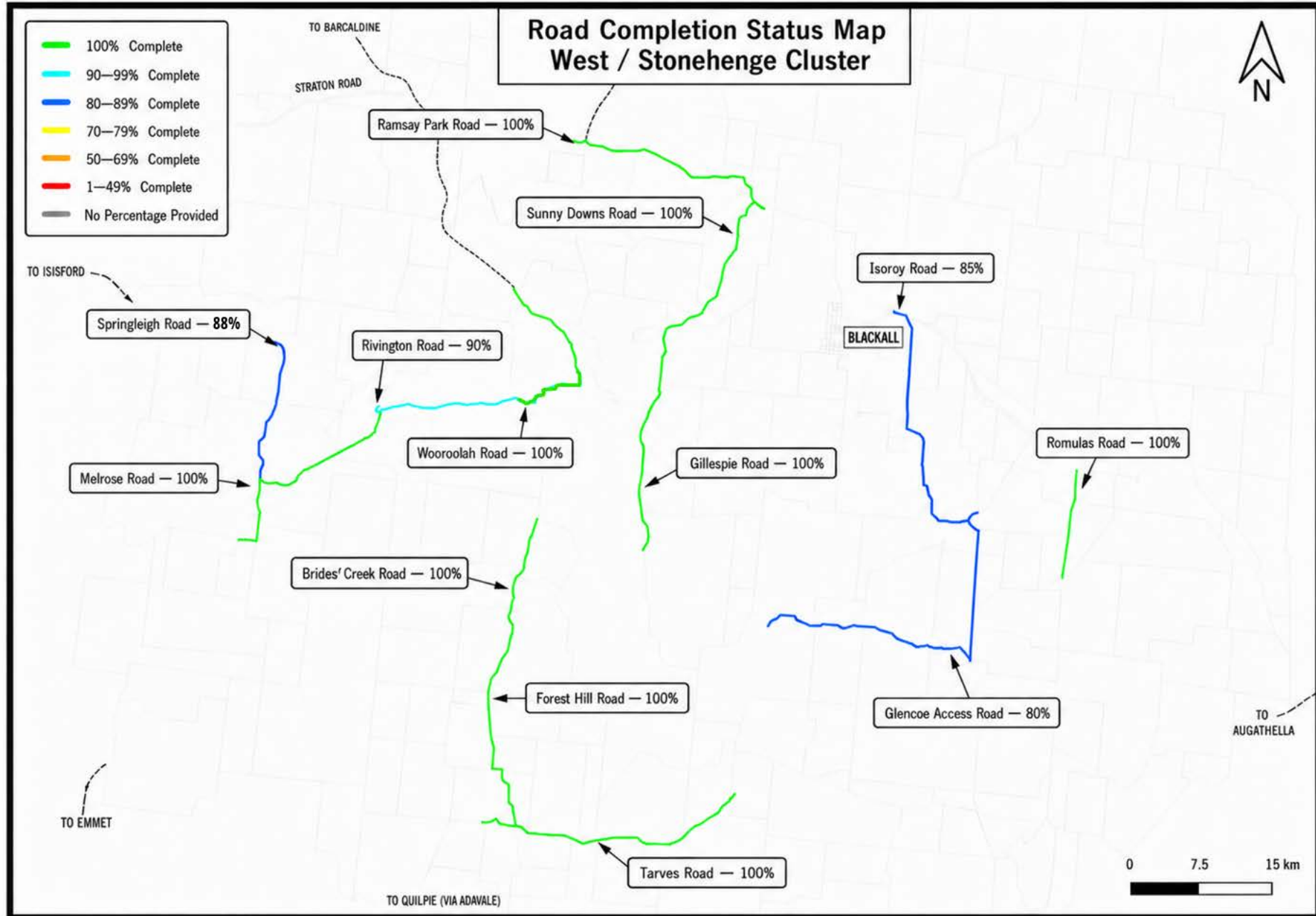
Budget and Resource Implications

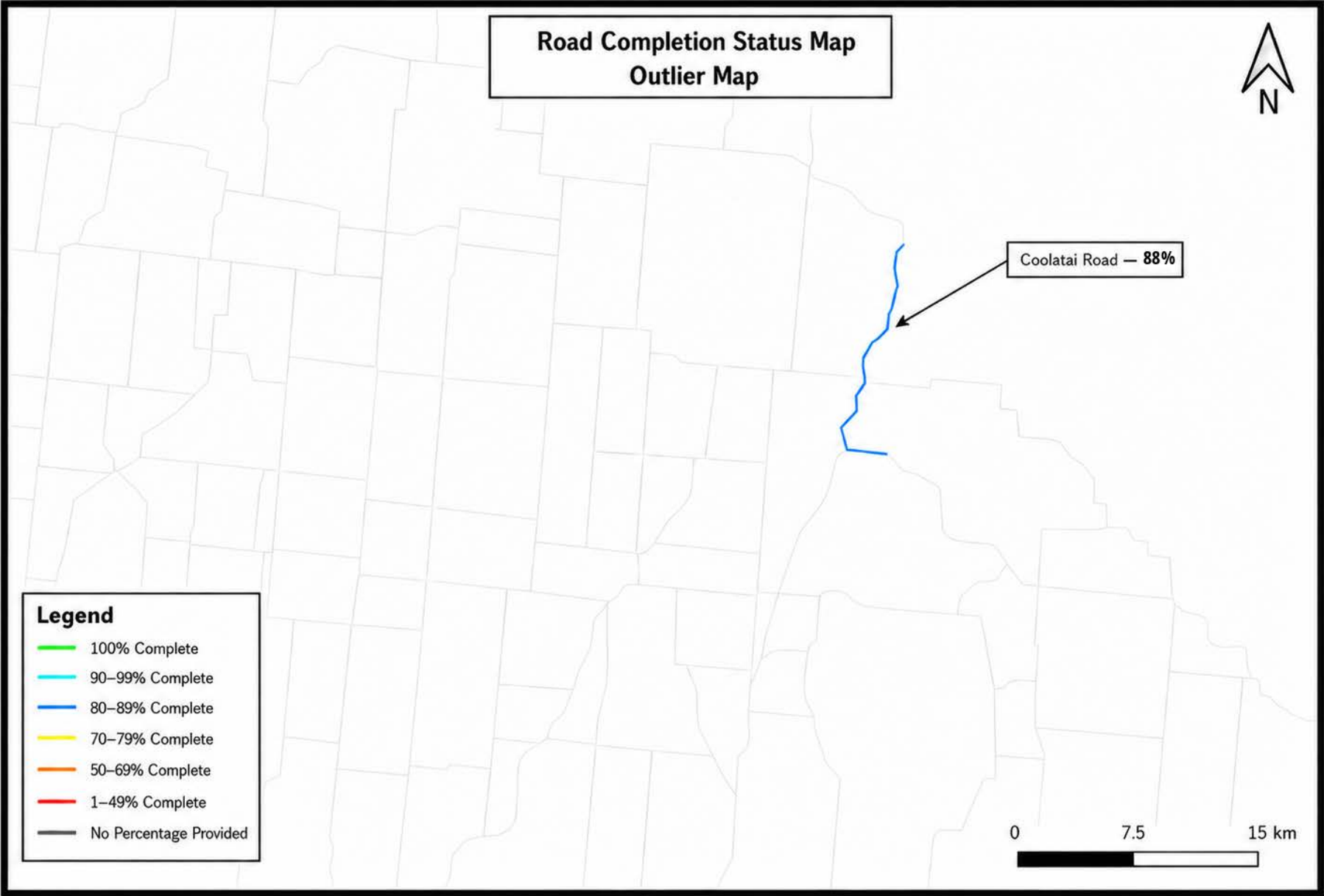
Nil

Attachments

1. Map Of Progression 1 [**11.2.4.1** - 1 page]
2. Map of Progression 2 [**11.2.4.2** - 1 page]
3. Map of Progression 3 [**11.2.4.3** - 1 page]







OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 15 July 2026

ITEM NO: 11.2.5**SUBJECT TITLE:** Assets and Major Projects Report for June

AUTHOR AND OFFICERS TITLE: Andrea Saunders Group Manager of Corporate Services, Assets and Projects

AUTHORISING OFFICER: Alison Lamb (Director of Organisational Performance),
Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

The update on projects is provided to Council.

Officer's Recommendation:**That Council receive the Assets and Major Projects Report for June.****Background**

The following tables provide an update on projects.

Blackall Cultural Precinct – Stage 1		
Project Status		
Project Scope	Civil works for carpark and construction of 2 sheds	
Progress	Continuation of civil work for driveway and carpark. Council to complete the seal in July 2026. Fit out of internal works in sheds is continuing.	
Project Completion	June 2026	
% Complete	90%	
Budget	\$2,750,000.00 Red Ridge contribution \$2,750,000.00 Council contribution	
% Budget Expended	70%	

Blackall Cultural Precinct – Stage 2		
Project Status		
Project Scope	Visitor Information Centre, Gallery and environs	
Progress	Contracts drafted. Superintendent contract signed. Construction contract pending.	
Project Completion	December 2027	
% Complete	10%	
Budget	\$14,962,719.00	
% Budget Expended	7%	

Blackall and Tambo Main Street Beautification		
Project Status		
Project Scope	Shamrock Street Blackall – Image Screens and Plinths Arthur Street Tambo – realignment of crossings	
Progress	Travertine plinths for Shamrock Street have been received. Work to carry over to 2026-2027 year.	
Project Completion	June 2026	
% Complete	40%	
Budget	\$100,000.00	
% Budget Expended	51%	

4 Mile & Coolibah Walk Structures		
Project Status		
Project Scope	Installation of an amenity block at the 4 Mile and Coolibah Walk	
Progress	Toilet units have been delivered. EHO consulted to ensure requirements are met. Building applications are being lodged. Request for Quote for installation on Vendorpanel.	
Project Completion	September 2026	
% Complete	50%	
Budget	\$50,000.00	
% Budget Expended	59%	

Blackall Showgrounds Lighting		
Project Status		
Project Scope	Replace faulty lights or non-working lights	
Progress	Work to be conducted in the 2026-27 financial year.	
Project Completion	June 2027	
% Complete	25%	
Budget	\$30,000.00	
% Budget Expended		

Blackall Sewage Treatment Plant		
Project Status		
Project Scope	Design and Construction of new sewage treatment plant	
Progress	Contractor currently compiling quotes for materials and resources for the detailed design. 2 nd phase of design involves preparation of the issue for tender documents.	
Project Completion	November 2027	
% Complete	20%	
Budget	\$5,000,000.00	
% Budget Expended	2%	

Bark Park – Blackall	
Project Status	
Project Scope	Establish off-leash dog park
Progress	Signs and seating are to be installed in July
Project Completion	July 2026
% Complete	100%
Budget	\$50,000.00 (Original budget) \$50,000.00 (Banks Park Budget)
% Budget Expended	100% complete. 2026 additional works being completed in 26-27 budget before opening.

Blackall Depot	
Project Status	
Project Scope	Construction of a lab to conduct water testing and repair of veranda decking.
Progress	The construction of a lab has been delayed due to consideration of an alternative solution. Emergency repairs to the veranda and handrail to be completed in July 2026.
Project Completion	June 2026
% Complete	15%
Budget	\$150,000.00
% Budget Expended	0%

EE Parr Park Tambo - W4Q	
Project Status	
Project Scope	Upgrades to EE Parr Park
Progress	All equipment has been installed, and the park is open for use by the public.
Project Completion	June 2026
% Complete	100%
Budget	\$150,000.00
% Budget Expended	80% final accrual being completed



Tambo Pool Heating		
Project Status		
Project Scope	Installation of heating system	
Progress	Included in the 2026-2027 Operational Plan. Quotes being sought for separation of filtration system to facilitate heating of the pool.	
Project Completion	June 2026	
% Complete	10%	
Budget	\$100,000.00 Additional funding allocated to 2026-2027 budget.	
% Budget Expended	0%	

Tambo Community Hub Shade Sails		
Project Status		
Project Scope	Installation shade sails	
Progress	Shade sails have been installed.	
Project Completion	June 2026	
% Complete	100%	
Budget	\$30,000.00	
% Budget Expended	80% Saved funding reallocated to community projects.	



Tambo Administration Building Repairs - W4Q		
Project Status		
Project Scope	Repairs to building	
Progress	The contractor has undertaken the work and is returning to site to rectify work. Contract for painting has been awarded but is yet to commence.	
Project Completion	June 2027	
% Complete	90%	
Budget	\$540,000.00	
% Budget Expended	0%	

Tambo Covered Multipurpose Court		
Project Status		
Project Scope	Design and construct covered court for Tambo Netball Club	
Progress	Lighting has been installed. Irrigation and turf to be installed in July 2026. Contractor to install fencing and concrete areas in July 2026.	
Project Completion	July 2026	
% Complete	95%	
Budget	\$1,225,390.00	
% Budget Expended	75%	

Other Building Renovations Budget \$502,500.00

Tambo Pool Amenities Upgrade		
Project Status		
Project Scope	Refurbishment of the Tambo Pool amenities including replacement of toilets and tapware and finishing of floor.	
Progress	Contract has been awarded for the installation of new toilets and tapware. Options are being considered to rectify the floor in the amenities and outside the canteen. Project has been carried over to the 2026-2027 year.	
Project Completion	June 2026	
% Complete	25%	

Tambo Pool Shade Sail		
Project Status		
Project Scope	Replacement of rusted shade sail poles and installation of new sails.	
Progress	Installation of the replacement poles and shade sails has been completed	
Project Completion	June 2026	
% Complete	100%	



General Housing & Facility Maintenance	
Project Scope	Maintenance to council's housing and facility assets
Progress	<u>Tambo Community Hub</u> Rectification work required for internal cracking of door bulkhead. <u>Tambo Community Hub Community Gardens</u> Items for the project have been ordered – expected completion in July 2026. <u>Blackall Housing</u> Painting underway at 9 Acacia Street <u>Blackall Showgrounds</u> Temporary ramp installed at the brick amenities building to assist with disability access. <u>Air Conditioning Cleaning</u> Cleaning conducted in all Council housing. <u>Tambo Childcare</u> Council is partnering with Lady Gowrie to install new fencing at the centre. Supply of materials by Lady Gowrie with Council to install. <u>Tambo Art Gallery Maintenance</u>

	Installation of more power outlets in the storeroom – quotes being sought Water damage – solutions being investigated Interior painting of gallery and admin space – RFQ being issued Revamping of floor in shop and gallery – options being investigated Removal of sink in shop – to be conducted by Council.
Project Completion	Ongoing

Miscellaneous Projects Operational Budget

Bexhill Road Realignment	
Project Status	
Project Scope	Re- alignment of Bexhill Road
Progress	Murray & Associates have been engaged in lodging the planning application for the realignment. Survey Plan and owner's consent have been lodged with Planner.
Project Completion	July 2026
% Complete	95%

Link to Corporate Plan

Organisational Performance & Financial Sustainability

Operational & Governance Excellence - Ensure a safe and healthy environment for communities to live., work and play by providing a safe and healthy workplace where improvement, innovation and initiative are fostered and supported.

Financial Strength, Infrastructure & Projects - Commit to maintaining strong asset management, and fiscal sustainability.

Financial Strength, Infrastructure & Projects - Ensure that asset spend is aligned with the optimised maintenance, replacement and renewal of our asset base.

Financial Strength, Infrastructure & Projects - Deliver planned capital and operational projects in line with council, business and communities' needs.

Consultation (internal/external)

Chief Executive Officer

Chief Financial Officer

Director Organisational Performance

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 15 July 2026

ITEM NO: **11.2.6**SUBJECT TITLE: **Manager Environment, Health and Compliance Report for June**

AUTHOR AND OFFICERS TITLE: Wesley Phillips Environmental Health Officer

AUTHORISING OFFICER: Alison Lamb (Director of Organisational Performance),
Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

The Environment, Health and Compliance branch is a required, public facing function of Council, the branch has direct contact with residents and visitors on a continuous basis. The officers deal with customer requests, licencing, impounding, animal control, pest management, vector control, stock route management, quality drinking water and many other aspects of Council's service provision.

Officer's Recommendation:

That the Environment, Health and Compliance June report be received.

Background

The Environmental Health Officer (EHO) continues in the Acting Manager, Environment, Health and Compliance role until further notice. I acknowledge and commend the work of the administration support team for providing help with the workload left by the absence of the Manager of Environmental Health.

Activities

- On Friday 26 June, the Council's Ranger and I attended a free Biosecurity Response Readiness Workshop held at the Blackall Saleyards presented by the Department of Primary Industries.
- The EHO is currently conducting July food business inspections for Barcoo, Diamantina and Boulia Councils between June 29th – July 17th.
- Ongoing organising of the Stock Route firewood deliveries at the camping pads north of Blackall for the Great Australian Charity Cattle Drive.

Wild dogs

There have been 57 wild dog bounties claimed for the month of June in Tambo and 46 in Blackall. The chart below shows the total number of dogs per property for the financial year.



Animal Management & Local Laws

- Permit for Footpath Usage assessed.
- Unauthorised Occupation of a Temporary Dwelling letter sent to Landowner.
- Application to Occupation of a Temporary Dwelling sent to Landowner. Ongoing.
- Stock Route application/s assessed and permit/s issued.
- Stock Route inquiries received, addressed, and closed.
- Commercial Use of Roads application assessed and permit issued.
- Meeting with Landowner regarding the Stock Route lease proposal.
- Research into Stock Route lease proposal; options were sent to applicant; applicant advised they would submit the proposal with the Department of Resources and Mining.
- Animal Cruelty complaint received, complaint was investigated, and findings were unsubstantiated. Matter closed.
- Animal Cruelty complaint received by DPI and Council was asked to assist. Complaint investigated and evidence shared with DPI.
- Animal welfare concern lodged with Council. The animal was located deceased.
- Dangerous Dog Declaration & Information letter sent.

Weed Control: Complaints

- Weed complaint received; this was investigated and actioned accordingly.

General Weed Control:

- Grader grass along roadside between Tambo and Augathella
- Bug present in *mother-of-millions* at the Quantas crash site, on Gartmore access Rd and Alpha Rd
- Bug present in *coral cactus* at old car dump and near the Old Butcher Paddock
- Bug present in *rope pear cactus* in Commissioners Gully.
- Sprayed *rats tail grass* at the Mt Playfair grid
- Found another *parkinsonia* in Cemetery Gully
- Sprayed x3 *parkinsonia*
- Found 1 *African boxthorn* in Cemetery Gully
- Found *sticky florestina* along the Barcoo between Calendars Hole and Cemetery Gully
- Found and sprayed x3 *African boxthorns* in the Barcoo River where it flows into Harleys Paddock
- Sprayed *sticky florestina* along the fence at the Rocky.
- Sprayed more trees along the edge of Mt Playfair Road

Stock Route

- Steers for the Tambo Campdraft grazed along Langlo Road towards town
- Poisoned meat ants' nest at Chatham water facility
- Inspected the following water facilities and cleaned the troughs at:
 - Chatham
 - Drensmaine
 - Gum Holes
 - Manning
 - Rodds
- Inspected 6 Mile Pocket (still no water)
- Cleaned town Stock Route trough and turned off water
- Cleaned campdraft paddock trough
- Inspected Uanda water hole (still has water)
- Inspected scattered cattle at Glenusk
- Inspected Tarves

Town Common

- The following troughs were cleaned:

Cemetery	Joes Bog
Jabindah	2x Pound Yard
Golf course	Cooler trough
Gravel pit	

Environmental Health:

- Water regulation meeting with management and staff.
- **Annual Drinking water testing conducted in Blackall and Tambo.**
- Completed information requirements for the Drinking Water Quality Management Plan (DWQMP) submission.
- Aquatic Weed Harvester research conducted, quote received and shared with management; current status is ongoing.
- Letter of Apology sent to property owner, in response to a notice sent to an incorrect address.
- Environmental Nuisance Information letter sent to Landowner.
- The final DWQMP Audit Report and recommendations were reviewed by the Council's water team and was signed off by management and submitted (by Viridis, the auditor) to the Water Regulator.
- DES contact shared with Water & Carbon for pre-lodgment meeting, regarding sewer treatment plant upgrade.

Food Related:

- Council received several queries from local businesses; this was a great opportunity to provide advice and offer assistance and support.
- A new mobile food business application has been received and approved.

Public Health:

- No reportable actions.

Water:

- The tri-annual drinking water testing has been conducted for both Blackall and Tambo.
- Annual Drinking water testing samples were taken.
 - The laboratory advised that they were unable to test all requirements and will conclude testing at a later date.
- Blackall Airport and Tambo Racecourse require new filters which are currently being actioned by our plumbers.

Pest Management:

- Lands officers attended firearms training, received certificates and applied for a Licence with the Qld Police.

Link to Corporate Plan

Organisational Performance & Financial Sustainability

Operational & Governance Excellence - Ensure a safe and healthy environment for communities to live, work and play by providing a safe and healthy workplace where improvement, innovation and initiative are fostered and supported.

Operational & Governance Excellence - Minimise waste, introduce recycling opportunities and achieve sustainable management practices through the implementation of improved environmental management strategies.

Operational & Governance Excellence - Provide quality, safe and reliable water for the needs of businesses and households.

Operational & Governance Excellence - Educate, encourage and foster responsible pet ownership.

Operational & Governance Excellence - Proactively respond to biodiversity loss, climate change and natural hazard risks by incorporating climate change and natural disaster mitigation in the operation and improvement of council facilities and assets.

Lifestyle & Community

Deliver effective community information, communication & education programs to encourage participation in Council business & to enhance the region's livability.

Consultation (internal/external)

Chief Executive Officer

Councillors

Mayor

Chief Financial Officer

Group Manager Environment, Health and Compliance

Environmental Health Officer

Rural Lands Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

Nil

OFFICER REPORTS

COUNCIL MEETING DATE: Wednesday 15 July 2026

ITEM NO: 11.2.7

SUBJECT TITLE: **Planning and Development Report for June**

AUTHOR AND OFFICERS TITLE: Gayle Richardson Administration Office All Rounder

AUTHORISING OFFICER: Alison Lamb (Director of Organisational Performance)

Mike Lollback (Chief Executive Officer)

CLASSIFICATION (if Confidential) N/A

Summary:

The Planning and Development Report provides a summary of building applications, planning and development activities in the Blackall-Tambo Regional Council area.

Officer's Recommendation:

That Council receives the Planning and Development Report for June.

Background**Building Applications**

The table below provides information for the approved development applications for June.

DATE LODGE	NUMBER	DEVELOPMENT TYPE	LOCATION	DEVELOPMENT NATURE	APPROVED
19/05/2026	DA 34-2025-2026	BUILDING APPLICATION	100 RACECOURSE RD. LOT 4 ON SP175951	NEW CONSTRUCTION OF BARRIER & STORAGE SHED	04/06/2026

Planning

Two new applications have been lodged since last months report. Three applications are currently under assessment; one application is in its appeal period, and one application is not completed correctly.

A copy of the full report from Council's Town Planner is attached to this report.

Link to Corporate Plan

Organisational Performance & Financial Sustainability

Community, Environment & Heritage - Consider and protect the heritage value of buildings and places in all new development.

Community, Environment & Heritage - Explore opportunities to increase dwelling availability and promote affordable housing in the region.

Operational & Governance Excellence - Understand there are future implications for decisions made today.

Consultation (internal/external)

Chief Executive Officer

Rates Officer

Town Planners

Policy Implications

Nil

Budget and Resource Implications

Nil

Attachments

1. Blackall Tambo Monthly Report June 2026 [11.2.7.1 - 4 pages]

MONTHLY REPORT (JUNE 2026)

This information report provides a monthly update on the planning services that Council provides to support planning and development activity across the local government area.

1. DEVELOPMENT ASSESSMENT

Two new applications have been lodged since the last monthly report. Three applications are currently under assessment, one application is in its appeal period, and one application is not properly made.

1.1	Council reference:	DA 37-2025-2026
	Application:	Development Permit for Operational work
	Street address:	112 Rose Street, Blackall
	Property description:	Lot 7 on B13853
	Day application was made:	15 June 2026
	Category of assessment:	Code
	Public notification required:	No
	Applicant:	Jason Yaxley
	Status:	Under assessment

An application has been made by Jason Yaxley seeking a Development Permit for Operational Work for earthworks at 112 Rose Street, Blackall, formally described as Lot 7 on B13853.

The proposal involves filling the site and the addition of retaining walls to the boundary. The applicant has advised that 750m³ of fill will be trucked to the site with the level of the land to be raised by approximately 750mm.

The site is in the Township zone by where Operational Work is subject to Code assessment. The application is under assessment. A Further advice notice is being prepared to request further information including Earthworks plans and a Hydraulic Engineers report.

1.2	Council reference:	DA 03.01-2023-2024
	Application:	Minor change to Development Permit for Material Change of Use for a Retirement Facility
	Street address:	Thistle Street, Blackall
	Property description:	Lot 4 on SP159849, Lot 1 on RP608399 and Lot 17 on B13853
	Day application was made:	09 June 2026
	Category of assessment:	Minor change
	Public notification required:	No
	Applicant:	Barcoo Community Village Incorporated
	Status:	Decision stage

An application has been made by Barcoo Community Village Incorporated seeking a Minor Change to a Development Permit for Material Change of Use for a Retirement Facility over land at Thistle Street, Blackall.

The change is seeking to add one (1) additional independent living unit to the existing approved seven (7) independent living units on the site of the existing Retirement Facility. The change will result in the

addition of eight (8) independent living units on the site. The change also results in the inclusion of an adjoining lot, Lot 17 on B13853.

The change application is in the decision stage and will be considered at the July General Council meeting.

1.3	Council reference:	DA25-2025-2026
	Application:	Development Permit for a Material Change of Use for a Special Industry (Wool scour facility) and Environmental Relevant Activities (ERA 40(2) and ERA 63 (1a)(i))
	Street address:	126 Evora Road, Blackall
	Property description:	Lot 2 on SP351530
	Day application was made:	09 March 2026
	Category of assessment:	Impact
	Public notification required:	Yes
	Applicant:	Queensland Wool Processors Pty Ltd (QWool)
	Status:	Referral and information request stage

An application has been made by Queensland Wool Processors Pty Ltd (QWool), seeking a Development Permit for a Material Change of Use for a Special Industry (Wool scour facility) and Environmental Relevant Activities (ERA 40(2) and ERA 63 (1a)(i)) over land at 126 Evora Road, Blackall formally described as Lot 2 on SP351530.

The proposal involves a Woollscour that will process up to 14,000 tonnes of Australian raw merino wool to produce up to 9,100 tonnes of scoured wool and 1,200 tonnes of wool grease. The Woollscour will have a gross floor area of approximately 13,800m². The proposal will be supported by a five-megawatt solar system and a wastewater treatment system. Access to the site will be via a new left and right turn from Evora Road.

The project is required to be referred to the State Assessment and Referral Agency (SARA) for impacts on the state-controlled road network, vegetation clearing and environmental relevant activities.

The site is in the Rural zone by where a Special industry is subject to Impact assessment. The application has been referred to SARA and Council has issued an information request seeking information on clearing, landscape buffers, road works and operational aspects of the proposal. The applicant has responded to Council's information request. The applicant is still required to respond to SARA's before public notification can commence.

1.4	Council reference:	TBD
	Application:	Development Permit for Reconfiguring a Lot (1 lot into 2 lots)
	Street address:	34 Ivy Street, Blackall
	Property description:	Lot 11 on SP102369
	Day application was made:	24 July 2025
	Category of assessment:	Code
	Public notification required:	No
	Applicant:	Crown and Thistle Assets as the Trustee for C & T S Self-Managed Super Fund

	Status:	Not properly made - awaiting payment
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An application has been made by Crown and Thistle Assets as the Trustee for C & T S Self-Managed Super Fund, seeking a Development permit for Reconfiguring a Lot (1 lot into 2 lots) over land at 34 Ivy Street, Blackall formally described as Lot 11 on SP102369.

The proposal involves reconfiguring the exiting lot to create two lots. Proposed lot 1 will retain the existing house and have an area of 942m² and proposed lot 2 will be vacant with an area of 788m².

The site is in the Township zone by where reconfiguring a lot is subject to Code assessment. Council is awaiting payment before assessment can commence.

The following application was approved at the June General Council Meeting. The Decision Notice was issued to the applicant soon thereafter. The applicant waived their appeal period, and the application is now in the submitter appeal period. The submitter has a 20 business day Appeal Period within which they can file an appeal.

1.5	Council reference:	DA26-2025-2026
	Application:	Development Permit for a Material Change of Use for Outdoor Sport & Recreation (Netball Court)
	Street address:	35 William Street, Tambo
	Property description:	Lot 18 on T1508
	Day application was made:	21 April 2025
	Category of assessment:	Impact
	Public notification required:	Yes
	Applicant:	Blackall-Tambo Regional Council C/- Murray & Associates (QLD) Pty Ltd
	Decision:	Approved 17 June 2026
	Status:	Submitter appeal period

2. GENERAL PLANNING SERVICES, ENQUIRIES AND ADVICE

2.1 CUSTOMER REQUESTS

The following customer requests have been received and responded to since the last monthly report:

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
12/06/26	Landowner	<u>Proposal</u> - Council received an enquiry about subdividing existing land. <u>Planning details</u> - The site is in the Rural zone - The site contains two dwellings.	Closed

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
		<u>Advice</u> • The proposal is defined as Reconfiguring a lot • Reconfiguring a lot is subject to Code assessment in the Rural zone • Code assessment requires the lodgement of a development application to Council for assessment • The minimum lot size in the Rural zone is 5000 hectares, however as the proposal is formalising an existing arrangement the proposal could be supported.	
PLANNING AND DEVELOPMENT CERTIFICATES			
Date received	Customer details	Type	Status
Nil			
SURVEY PLAN APPROVALS			
Nil			
EXEMPTION CERTIFICATES			
Nil			

12 Close of Meeting

14 Confidential Reports

Nil