



GENERAL MEETING

16 August 2023

NOTICE OF MEETING

Date: 16 August 2023

Cr AL Martin

Cr BP Johnstone

Cr PJ Pullos

Cr LP Russell

Cr JH Scobie

Cr DA Hardie

Cr GK Schluter

Please find attached the Agenda for the General Meeting to be held at the Blackall-Tambo Regional Council Chambers in Blackall, 16 August 2023 commencing at 8.30am.

A handwritten signature in blue ink, appearing to read "DA Howard".

DA Howard
Chief Executive Officer

CALENDAR OF EVENTS

August 2023

16 August 2023	Council Meeting – Blackall
17-20 August 2023	Better in Blackall Festival - Blackall
22-23 August 2023	RAPAD Board – F2F Boulia
30 August 2023	EMU Training 9am to 1pm - Blackall Boardroom

September 2023

20 September 2023	Council Meeting – Tambo
26-28 September 2023	WQAC - Winton

October 2023

2 October 2023	Queen's Birthday
11 October 2023	Council Meeting – Blackall
16-18 October 2023	LGAQ Annual Conference - Gladstone

November 2023

2 November 2023	Melbourne Cup Day – Bank Holiday for BTRC
11 November 2023	Remembrance Day
15 November 2023	Council Meeting – Tambo
28-30 November 2023	RAPAD Board and Friends of RAPAD – F2F Brisbane

December 2023

20 December 2023	Council Meeting - Blackall
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Held at Blackall Council Chambers
On Wednesday 16 August 2023
Commencing at 8.30am

Order of Business

Blue items are hyperlinked

Leave of absence/Signing of Attendance Book

Apologies:

Condolences:

- Colin Michael Ross
- Keith John Dendle

Declarations of Conflicts of Interest

Deputations: Nil

BUSINESS

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**MINUTES OF THE GENERAL MEETING OF
BLACKALL-TAMBO REGIONAL COUNCIL
HELD AT THE TAMBO COUNCIL CHAMBERS
ON WEDNESDAY 19TH JULY 2023
AT 8.30AM**

PRESENT:

Councillors: Cr AL Martin (Mayor), Cr LP Russell (Deputy Mayor), Cr JH Scobie, Cr BP Johnstone, Cr PJ Pullos, Cr GK Schluter, Cr DA Hardie

OFFICERS:

Mr Des Howard, Chief Executive Officer, Mr Alastair Rutherford, Director of Finance, Corporate and Community Services, Mr Ajay Agwan, Director of Works and Services, Mrs Andrea Saunders, Governance Coordinator, Piper Hansen, Minute Taker.

CONDOLENCES:

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

- Ronald Hafey
- Peter John Beavis
- Lindsay MacDonald

DECLARATIONS OF INTEREST:

Cr Pullos for item 5.5 – I Councillor Pullos, inform the meeting that I have a declarable conflict of interest in item 5.5 – Small Business Friendly Program. The nature of interest is as follows:

- I am a member of the Tambo Tourism and Business Association.

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

1.1 Attendance by Audio Link

Cr Pullos has requested attendance to the July general meeting by audio link.

MOTION: **Moved: Cr GK Schluter** **Seconded: Cr DA Hardie**

That under section 254K, Council permits Cr Pullos to take part in the meeting by audio link.

Minute No. 01/07A/23

Carried 7/0

1.2 Confirmation of General Meeting Minutes

MOTION: **Moved:** Cr LP Russell **Seconded:** Cr JH Scobie

That the minutes of the General Meeting held on 21 June 2023 be taken as read and confirmed, and that the Mayor be authorised to sign same; and

Note the following correction:

Cr Martin for item 4.1.4 – I, Councillor Martin, inform the meeting that I have a declarable conflict of interest in item 4.1.4 – RADF Application – Tambo Tourism and Business Association. The nature of interest is as follows:

- My wife, Louise Martin, is a member of the **RADF Committee**.

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

Minute No. 02/07A/23

Carried 7/0

1.3 Confirmation of Budget Meeting Minutes

MOTION: **Moved:** Cr DA Hardie **Seconded:** Cr PJ Pullos

That the minutes of the Budget Meeting held on 21 June 2023 be taken as read and confirmed, and that the Mayor be authorised to sign same; and

1. Council notes the correction in the Revenue Statement 2023-2024, page 4 Rating Schedule as follows:

The rate charged and the minimum general rate for each differential rating category is:

Category	Description	Cent in Dollar	Minimal Rate
1	Residential	03.9070	\$751.60
8	Blackall Town CBD > 0.3000 ha	12.2612	\$809.70
10	Blackall Town CBD equal to or < 0.3000 ha	16.0612	\$809.70
11	Commercial Other	06.2332	\$809.70
14	Communication Sites	05.9334	\$809.70
15	Industrial	01.9828	\$809.70
21	Rural Properties	00.2730	\$809.70
22	Town Rural under 100 Ha	00.6158	\$809.70
23	Town Rural 100 - <500 Ha	00.2955	\$809.70

2. Council notes the correction in the Fees and Charges 2023-2024, 11. Town Reserves & Common 2. Fees are not payable for horses or female cattle under the age of **six (6) months**, the progeny of horses or female cattle depasturising as above.

Minute No. 03/07A/23

Carried 7/0

4.1.1. Financial Report for the Month of June 2023

In accordance with s204 of the *Local Government Regulation 2012* a monthly financial report is required to be presented to Council. The financial report for June 2023 details Council's current financial position and compares its performance against the adopted budget for 2022-2023.

MOTION: **Moved: Cr GK Schluter** **Seconded: Cr LP Russell**

That Council receive the Financial Report for June 2023.

Minute No. 04/07A/23

Carried 7/0

4.1.2. DFCCS Operations Report – June 2023

The Director of Finance Corporate and Community Services operations report for June 2023 is presented to Council. The report includes housing and administration, community development program, Blackall aerodrome, libraries, visitor information centres, facility bookings, and Tambo Multipurpose.

MOTION: **Moved: Cr JH Scobie** **Seconded: Cr DA Hardie**

That Council receive the DFCCS Operations Report for June 2023.

Minute No. 05/07A/23

Carried 7/0

4.1.3. Outback Futures Proposed Contract – Managing the Risk of Psychosocial Hazards in the Workplace

The adopted WHS Code of Practice requires employers to manage psychosocial hazards at work. Outback Futures has agreed to work with Council to assist with the implementation of the Code of Practice over twelve months.

MOTION: **Moved: Cr LP Russell** **Seconded: Cr JH Scobie**

That Council contracts Outback Futures for twelve months to assist with the implementation of the WHS Code of Practice and that the Chief Executive Officer be authorised to negotiate and sign the contract with funding to be \$25,000 from the Community Development Fund.

Minute No. 06/07A/23

Carried 7/0

4.1.4. Applications – Requests for In-Kind Assistance

The Barcoo Race Club and the Outback Barrel Horse Circuit committees are asking for in-kind support for their 2023/2024 annual events.

MOTION: **Moved: Cr DA Hardie** **Seconded: Cr BP Johnstone**

That Council provide the in-kind assistance to the Barcoo Race Club and Outback Barrel Horse Circuit.

Minute No. 07/07A/23

Carried 7/0

4.1.5 QAO – Interim Report to Mayor 16th June 2023

Under section 213 of the *Local Government Regulation 2012* a copy of this report is to be presented to Council at the next ordinary meeting of Council.

MOTION: **Moved: Cr AL Martin** **Seconded: Cr LP Russell**

That Council receive the QAO's interim report to the Mayor dated 16 June 2023 and note management's responses.

Minute No. 08/07A/23

Carried 7/0

4.1.6 Scrubby Creek – Request for Assistance

Council has received a request for assistance from the Scrubby Creek Sports Club as the committee wish to replace the old building with a new kitchen/bar/office facility.

MOTION: **Moved: Cr GK Schluter** **Seconded: Cr DA Hardie**

That Council decline the request as it is not consistent with earlier requests for cash.

Minute No. 09/07A/23

Carried 7/0

4.2.1. Director of Works and Services' Operations Report - June 2023

The Director of Works and Services report for June 2023 is presented to Council.

MOTION: **Moved: Cr GK Schluter** **Seconded: Cr JH Scobie**

That Council receive the Director of Works and Services' Operation Report for June 2023.

Minute No. 10/07A/23

Carried 7/0

4.2.2. Work Health and Safety Report

The Work Health and Safety Report is provided to Council.

MOTION: **Moved: Cr PJ Pullos** **Seconded: Cr BP Johnstone**

That Council receive the Work Health and Safety Report for June 2023.

Minute No. 11/07A/23**Carried 7/0****5.1 Blackall Saleyards Monthly Report**

The Blackall Saleyards monthly report for June is provided to Council.

MOTION: **Moved: Cr LP Russell** **Seconded: Cr GK Schluter**

That Council receive the Blackall Saleyards monthly report for June 2023.

Minute No. 12/07A/23**Carried 7/0****5.2 Planning and Development Report**

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

MOTION: **Moved: Cr LP Russell** **Seconded: Cr PJ Pullos**

That Council receive the Planning and Development Report for June 2023.

Minute No. 13/07A/23**Carried 7/0****5.3 Australian Local Government Association's National General Assembly**

The National General Assembly was held in Canberra from 13-15 June 2023.

MOTION: **Moved: Cr BP Johnstone** **Seconded: Cr DA Hardie**

That Council receives the National General Assembly 2023 communiqué.

Minute No. 14/07A/23**Carried 7/0****5.4 Australia Post BillPay**

The manager of the Tambo Post Office has asked Council to consider adopting Post BillPay as a form of payment for Council invoices.

MOTION: **Moved: Cr PJ Pullos** **Seconded: Cr GK Schluter**

That Council declines the request to adopt the Australia Post BillPay services for customers due to the additional cost.

Minute No. 15/07A/23**Carried 7/0**

At this point, 9.47am, Cr Pullos left the meeting.

5.5 Small Business Friendly Program

The President of the Tambo Tourism and Business Association has asked that Council consider joining the Queensland Small Business Commissioner's Small Business Friendly Program.

MOTION: **Moved: Cr GK Schluter**

Seconded: Cr BP Johnstone

That Council declines the request to join the Small Business Friendly Program established by the Queensland Small Business Commissioner.

Minute No. 16/07A/23

Carried 6/0

Adjournment

At 9.55am the meeting was adjourned for morning tea

Resumption

At 10.26am the meeting was resumed. Cr Pullos was in attendance at the resumption of the meeting.

5.6 Queensland's Place Naming Framework Reform Program

The Director-General of the Department of Resources is seeking input from local governments for the review of Queensland's place naming conventions and practices.

MOTION: **Moved: Cr JH Scobie**

Seconded: Cr PJ Pullos

That Council identify any places within the Blackall-Tambo region that can be considered offensive or harmful.

Minute No. 17/07A/23

Carried 7/0

5.7 Change in Boundaries – Barcaldine Regional Council and Blackall-Tambo Regional Council

The Department of State Development, Infrastructure, Local Government and Planning has advised of the *Local Government Legislation (Boundary Changes and Other Matters) Amendment Regulation 2023* which amends the *Local Government Regulation 2012* to implement boundary changes.

MOTION: **Moved: Cr LP Russell**

Seconded: Cr DA Hardie

That Council note the change in boundaries affecting the Barcaldine Regional Council and Blackall-Tambo Regional Council and Blackall-Tambo Regional Council as:

- 1. Lot 1 on RP617241 is wholly within Barcaldine Regional Council; and**
- 2. Lot 10 on crown plan MX814407 is wholly within Blackall-Tambo Regional Council.**

Minute No. 18/07A/23**Carried 7/0****5.8 Australian Rural Leadership Foundation**

RAPAD have asked councils if they wish to host workshops being held by Australian Rural Leadership Foundation in 2024.

MOTION: **Moved: Cr LP Russell****Seconded: Cr PJ Pullos**

That Council wishes to host one of the Australian Rural Leadership Foundation 2-day workshops and recommends Tambo as the location.

Minute No. 19/07A/23**Carried 7/0****5.9 RAPAD Board Communiqué**

The RAPAD Board Meeting Communiqué provides information on the matters dealt with at the monthly meetings. The Communiqué is issued quarterly.

MOTION: **Moved: Cr AL Martin****Seconded: Cr LP Russell**

That Council receive the RAPAD Board Meeting Communiqué for the period 1 April 2023 to 30 June 2023.

Minute No. 20/07A/23**Carried 7/0****5.10 Council Housing Policy Review**

The Council Housing Policy was adopted by Council on 20 April 2022. Council officers conducted a review on the Policy.

MOTION: **Moved: Cr LP Russell****Seconded: Cr DA Hardie**

That Council adopt the revised Council Housing Policy.

Minute No. 21/07A/23**Carried 7/0****5.11 LGAQ – Works for Queensland**

The LGAQ have written to the Deputy Premier, Hon, Steven Miles MP advocating for a permanent allocation of \$100 million a year for Works for Queensland.

MOTION: **Moved: Cr GK Schluter****Seconded: Cr PJ Pullos**

That Council endorse the Local Government Association of Queensland's call for Works for Queensland to be increased to \$100 million across 65 local government areas.

Minute No. 22/07A/23**Carried 7/0**

5.12 LGAQ Call for Motions for the 2023 Annual Conference – Renewal of Quarry Sales Permits – Urgent State Government Action to Resolve the Unrealistic Demands of the Native Title Act 1993

The State Government, Department of Agriculture and Fisheries require Council to undertake a Native Title Assessment for renewals of quarry sales permits and where applicable negotiate Indigenous land use agreements.

MOTION: **Moved: Cr GK Schluter** **Seconded: Cr JH Scobie**

That Council:

- 1. Receive the letter from Department of Agriculture and Fisheries dated 4 July 2023 regarding Blackall-Tambo Regional Council Quarry Sales Permit 132188; and**
- 2. Support the motion to the LGAQ 2023 Annual Conference, Renewal of Quarry Sales Permit – Urgent Government Action to Resolve the Unrealistic Demands of Native Title Act 1993.**

Minute No. 23/07A/23

Carried 7/0

CLOSURE:

There being no further business to consider, the Mayor declared the Meeting closed at 10.50am.

CONFIRMATION OF MINUTES:

Confirmed by Council as a true and correct record at the General Meeting held on Wednesday 16th August 2023.

Signed.....Mayor

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Minute No.	Report Number	Subject	Resolution	Action By	Result
17/12A/22	5.11	Relocation of the Tambo Library and Visitor Information Centre to the Grassland Building	That Council: 1. Approves of the relocation of the Tambo Library and Visitor Information Centre to the Grassland building; and 2. Authorises the Chief Executive Officer to commence the process of the relocation of the Tambo Library and Visitor Information Centre.	CEO	Work underway.
16/05A/23	5.4	Tender of Council's Sales Permit to Get Cypress Sawlogs and Tambo Sawmill	That Council, subject to approval from the Department of Agriculture and Fisheries, accept the tender for the Sales Permit 201304400 and Tambo Sawmill, Lot 6 on SP276172 for the tendered amount of \$220,000.00 (plus GST and stamp duty) from Webster's Select Timbers Trust.	CEO	The tenderer has been provided the Contract of Sale.
19/05A/23	5.7	Council Owned Buildings at 63 and 67 Shamrock Street, Blackall	That Council: 1. Make the necessary applications to demolish the buildings located on 63 and 67 Shamrock Street, Blackall; and 2. Engage a suitable contractor to undertake the demolition work.	CEO	Tender document is being drafted.
22/05A/23	5.10	Outback Queensland Masters	a. That Council will provide the requested in-kind support with a cap of \$5,000.00; and b. The fee associated with hosting a 2x Junior clinics for children in the community not exceeding \$3,000 plus GST.	CEO	Council is awaiting response from Golf Australia.
06/07A/23	4.1.3	Outback Futures Proposed Contract – Managing the Risk of Psychosocial Hazards in the Workplace	That Council contracts Outback Futures for twelve months to assist with the implementation of the WHS Code of Practice and that the Chief Executive Officer be authorised to negotiate and sign the contract with funding to be \$25,000 from the Community Development Fund.	DFCCS	Draft agreement has been received from Outback Futures.

Minute No.	Report Number	Subject	Resolution	Action By	Result
07/07A/23	4.1.4	Applications – Requests for In-Kind Assistance	That Council provide the in-kind assistance to the Barcoo Race Club and Outback Barrel Horse Circuit.	DFCCS	The applicant was notified of Council's decision.
09/07A/23	4.1.6	Scrubby Creek – Request for Assistance	That Council decline the request as it is not consistent with earlier requests for cash.	DFCCS	The applicant has been notified of Council's decision.
15/07A/23	5.4	Australia Post BillPay	That Council decline the request to adopt the Australia Post BillPay services for customers due to the additional cost.	CEO	Correspondence has been provided to the business owner advising them of Council's decision.
16/07A/23	5.5	Small Business Friendly Program	That Council declines the request to join the Small Business Friendly Program established by the Queensland Small Business Commissioner.	CEO	Correspondence has been provided to the TTBA advising them of Council's decision.
17/07A/23	5.6	Queensland's Place Naming Framework Reform Program	That Council identify any places within the Blackall-Tambo region that can be considered offensive or harmful.	CEO	No places within the Blackall-Tambo region are considered offensive or harmful.

Minute No.	Report Number	Subject	Resolution	Action By	Result
17/07A/23	5.7	Change in Boundaries – Barcaldine Regional Council and Blackall-Tambo Regional Council	<p>That Council note the change in boundaries affecting the Barcaldine Regional Council and Blackall-Tambo Regional Council and Blackall-Tambo Regional Council as:</p> <ol style="list-style-type: none">1. Lot 1 on RP617241 is wholly within Barcaldine Regional Council; and2. Lot 10 on crown plan MX814407 is wholly within Blackall-Tambo Regional Council.	CEO	The change has been gazetted.

BLACKALL-TAMBO REGIONAL COUNCIL[Return to Agenda](#)[Next Item](#)**OFFICER REPORTS**

COUNCIL MEETING DATE: 16 August 2023

Item No: 4.1.1

SUBJECT HEADING: Financial Report for the Month of July 2023

Author and Officer's Title: Alastair Rutherford, Director of Finance Corporate and Community Services

CLASSIFICATION: (if confidential)

Summary: In accordance with s204 of the Local Government Regulation 2012 a monthly financial report is required to be presented to Council. The financial report for July 2023 details Council's current financial position and compares its performance against the adopted budget for 2023-2024.

Officer's Recommendation: That Council receive the Financial Report for July 2023.

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.

Link to Corporate Plan

Governance

Outcome 4- Financial – Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

CEO

Director of Finance

Manager of Finance

Policy Implications

Nil

Budget and Resource Implications

Nil

FINANCE REPORT TO A MEETING OF THE BLACKALL-TAMBO REGIONAL COUNCIL HELD ON 16 AUGUST 2023

Contents

- 1. Cash Position**
- 2. Monthly Cash Flow Estimate**
- 3. Comparative Data**
- 4. Capital Funding - budget V's actual**
- 5. Road Works - budget V's actual**
- 6. Rates Arrears Summary**
- 7. Capital Projects Detail**
- 8. Revenue and Expenditure Summary**

FINANCE REPORT TO A MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL

HELD ON 16 AUGUST 2023

1. Cash Position as at 31 July 2023

Cash at Bank

Operating Accounts \$ 1,299,024

Short Term Investments

Queensland Treasury Corporation - Cash Fund \$ 26,000,000

Bank - Term Deposits \$ 5,000,000

\$ 32,299,024

The following items should be backed by cash and investments, plus any increases in the surplus of Debtors over Creditors and unspent grants.

Cash backed Current Liabilities (Employee Entitlements) \$ 2,695,146

Unspent Grants (Restricted Cash) \$ 636,129

\$ 3,331,275

	<i>Debtors</i>	<i>Creditors</i>	
Balance of recoverable debtors - estimated creditors :	104,481	93,234	\$ 11,247

Plus cash surplus	32,299,024	3,331,275	\$ 28,967,749
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Working Capital **\$ 28,978,996**

2. Monthly Cashflow Estimate: August 2023

Receipts

Rates & Fees & Charges \$ 500,000

Debtors \$ 61,020

Grants/Subsidies \$ 70,000

Total **\$ 631,020**

Expenditure

Payroll \$ 800,000

Creditor Payments \$ 800,000

Loan Payments \$ -

Total **\$ 1,600,000**

Therefore cash is expected to decrease by **-\$ 968,980** in the period.

3. Comparative Data:

	July 2023	July 2022
Cash position	32,299,024	24,677,065
Working capital	28,978,996	20,749,644
Rate arrears	39,413	70,026
Outstanding debtors	104,481	259,864
Current creditors	93,234	13,166

FINANCE REPORT TO A MEETING OF BLACKALL-TAMBO REGIONAL COUNCIL

HELD ON 16 AUGUST 2023

4. Capital Works Summary: 1 July 2023 to 30 June 2024

	Budget	YTD Actual	% of Budget
Buildings & Other Structures	1,736,600	-	0%
Plant & Equipment	1,039,000	53,200	5%
Road Infrastructure	4,824,900	-	0%
Water Infrastructure	200,000	-	0%
Sewerage Infrastructure	975,000	-	0%
Total	8,775,500	53,200	1%

5. Road Works Expenditure : 1 July 2023 to 30 June 2024

	Budget	Expended YTD Actual	% of Budget Expended
1. Rural Roads	30,800,000	459,111	1%
2. Town Streets	415,000	24,300	6%
3. RMPC Works	2,343,700	100,681	4%
Total Roads Expenditure	33,558,700	584,092	2%

6. Rate Arrears Summary

Total Rates Outstanding Balance \$ 42,111

Rates Outstanding Breakdown	Total	No. of Assessments
Current	\$ 2,698	5
1 Year	\$ 30,994	32
2 Years	\$ 7,050	6
3 Years and over	\$ 1,369	1

BTRC 2023-24 CAPITAL EXPENDITURE PROJECTS		1/07/23 to 30/06/24		SOURCES OF FUNDING	
Particulars	Budget 2023-24	Expenditure YTD	% Expended	Capital Grants	Council Contribution
BUILDINGS & OTHER STRUCTURES	1,736,600	-	0%	747,000	989,600
Tambo Race Club Building - Internal Repairs	30,000	-	0%	-	30,000
Tambo Dam Beautification - carry over	29,600	-	0%	-	29,600
Tambo TV Transmitters as required	35,000	-	0%	-	35,000
Grasslands - renovations for library and VIC LRCI P4	60,000	-	0%	60,000	-
Tambo Race Club - Access ramp & cement path LRCI P4	30,000	-	0%	30,000	-
Tambo Race Club - Upgrade Jockey's Change Room	30,000	-	0%	-	30,000
Tambo Courthouse (formally library & VIC) - LRCI P4	100,000	-	0%	100,000	-
Tambo Pool Disability Steps	10,000	-	0%	-	10,000
Shade Structures Blackall Carpark, Tambo Hall and TMPC	60,000	-	0%	-	60,000
Cultural Centre Lighting & Acoustic Matting Upgrade	100,000	-	0%	-	100,000
Tambo Admin Bldg - Repair and Paint External Areas	100,000	-	0%	-	100,000
Blackall Admin Bldg - Brick Walls	20,000	-	0%	-	20,000
Blackall Rodeo and Campdraft Arena upgrade LRCI P4	200,000	-	0%	200,000	-
POW & Cinema Clearing LRCI P4	300,000	-	0%	300,000	-
Foundation Greta Towner Statue	50,000	-	0%	-	50,000
Blackall Saleyards - Backup Power plant for office & scales	20,000	-	0%	-	20,000
Blackall Saleyards - Loading Ramp Catwalks	150,000	-	0%	-	150,000
Blackall Saleyards - Build-in Hay Feeders	50,000	-	0%	-	50,000
Blackall Saleyards - Two washdown Bays require repairs	30,000	-	0%	-	30,000
Blackall - LED Sign for Shamrock Street	15,000	-	0%	-	15,000
Tambo Airport - Expansion of the RFDS to Tambo	200,000	-	0%	-	200,000
Tambo Pound Yards	60,000	-	0%	-	60,000
Stock Route Glenusk - New Tank	20,000	-	0%	20,000	-
Stock Route Rodds Bore solar panels and pump - DNR	16,000	-	0%	16,000	-
Stock Route Gumholes New 22,000 gal tank - DNR	21,000	-	0%	21,000	-
PLANT & EQUIPMENT	1,039,000	53,200	0	-	1,039,000
Plant Replacement including committed orders	1,039,000	53,200	5%	-	1,039,000
ROAD INFRASTRUCTURE	4,824,900	-	-	3,889,600	935,300
Salvia Street Kerb & Chanel & Widening	458,300	-	0%	458,300	-
Ward Road Rehabilitation Rehab	750,000	-	0%	550,000	200,000
TIDS Scrubby Creek TMR/Council	215,300	-	0%	200,000	15,300
Remote Roads RRUP - Langlo Road Resheet (FEDS)	600,000	-	0%	480,000	120,000
Blackall Main Street Beautification LRCI Phase 4	100,000	-	0%	100,000	-
Reseals - LRCI Phase 3	1,616,700	-	0%	1,616,700	-
Reseals - LRCI Phase 4 \$484,600; Council \$400,000	884,600	-	0%	484,600	400,000
Petunia Lane Pave and Seal	80,000	-	0%	-	80,000
East Walter Lane Pave and Seal	120,000	-	0%	-	120,000
WATER INFRASTRUCTURE	200,000	-	0%	-	200,000
Water Infrastructure Renewals	200,000	-	0%	-	200,000
SEWERAGE INFRASTRUCTURE	975,000	-	-	775,000	200,000
Blackall Treatment Wks. Upgrade Imhof Tank and Clarifier W4	600,000	-	0%	600,000	-
Sewerage infrastructure renewals	200,000	-	0%	-	200,000
Tambo New Housing lots Charles & QE Streets W4Q	100,000	-	0%	100,000	-
Tambo - sewer line under Charles and QE Streets W4Q	75,000	-	0%	75,000	-
TOTAL CAPITAL PROGRAM 23-24	8,775,500	53,200	1%	5,411,600	3,363,900

General Ledger2023.6.13.1

Revenue and Expenditure Summary

Page - 1

(Accounts: 0100-0001-0000 to 5245-2000-0000. All report groups. 9% of year elapsed. To Level 2. Excludes committed costs)

Blackall-Tambo Regional Council (Budget for full year)

Financial Year Ending 2024

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		REVENUE			EXPENDITURE		
		31 Jul 2023			31 Jul 2023		
		ACTUAL		BUDGET	ACTUAL		BUDGET
1000-0001	ADMINISTRATION						
1000-0002	Administration	21,612.41	8%	279,500	404,752.29	10%	4,146,200
1100-0002	Finance	65,788.06	1%	9,329,700	1,180.59	2%	70,000
1200-0002	Oncosts	0.00	0%	0	362,353.77	-95%	(383,400)
1300-0002	Stores/Purchasing	0.00	0%	0	(5,592.55)	-18%	30,800
2000-0002	Corporate Governance	0.00	0%	0	48,516.97	6%	863,100
2100-0002	Business Activities	283.64	1%	35,000	2,533.82	1%	176,000
2150-0002	Saleyard Operations	144,417.56	11%	1,331,000	37,966.14	4%	958,100
2200-0002	Tambo Sawmill & Weighbridge	1,054.54	26%	4,000	647.94	1%	64,800
2350-0002	Airports/Aerodromes	0.00	0%	138,000	16,797.48	5%	353,900
2450-0002	Tourism	9,834.42	23%	42,500	45,021.39	11%	402,500
2500-0002	Planning & Development	10,850.20	24%	45,000	0.00	0%	70,000
2580-0002	Economic & Community Develop	0.00	0%	5,211,600	0.00	0%	60,000
2600-0002	Environmental	6,768.51	8%	83,100	947.50	0%	230,000
2650-0002	Animal Control	16,420.00	72%	22,800	9,553.00	71%	13,500
2700-0002	Stock Routes	583.00	1%	94,000	13,071.31	4%	331,000
3000-0002	Work Scheme and Community	1,804.30	11%	17,000	6,152.69	4%	152,000
3100-0002	Council Housing	14,175.00	10%	145,000	4,693.03	1%	357,800
3300-0002	Child Care Services	0.00	0%	0	142.71	0%	30,300
3350-0002	Sport and Recreation	1,704.54	9%	18,000	702.26	1%	60,000
3400-0002	Youth Services	0.00	0%	0	0.00	0%	80,000
3415-0002	Tambo Multi-Purpose Centre	741.60	1%	108,600	20,790.91	6%	324,300
3445-0002	Disability	0.00	0%	140,000	7,049.39	6%	110,000
3460-0002	Community Services	17,898.50	7%	259,800	15,915.47	6%	265,300
3470-0002	Miscellaneous Care Services	0.00	0%	0	0.00	0%	2,000
3500-0002	Libraries, Education and Arts	701.01	5%	14,000	19,508.37	8%	258,500
3570-0002	RADF & Community Assistance	0.00	0%	51,000	1,075.63	0%	355,300
3600-0002	Halls and Cultural Centres	0.00	0%	3,000	2,467.69	1%	245,400
3700-0002	Showgrounds & Sports Facilities	8,095.65	58%	14,000	16,597.20	2%	746,000
3740-0002	Funerals	0.00	0%	10,000	0.00	0%	18,000
3800-0002	Corporate Buildings	0.00	0%	0	20,064.79	13%	155,500
1000-0001	ADMINISTRATION	322,732.94	2%	17,396,600	1,052,909.79	10%	10,546,900
4000-0001	WORKS AND SERVICES						
4001-0002	Works Office and Depot	0.00	0%	0	11,759.41	0%	3,305,200
4100-0002	Town Street Maintenance	0.00	0%	0	24,297.45	6%	415,000
4200-0002	Rural Roads Maintenance	0.00	0%	1,910,400	128,086.19	16%	800,000
4500-0002	Recoverable Works	1,346.83	0%	32,620,200	648,347.16	2%	32,543,200
4550-0002	Plant Operations	444,726.95	13%	3,545,000	370,058.25	12%	3,054,800
4600-0002	SES - Disaster Mgmt	437.23	1%	75,500	3,762.78	2%	164,800
4700-0002	Cemeteries	900.00	18%	5,000	5,037.00	4%	123,700
4800-0002	Parks, Gardens and Reserves	0.00	0%	0	81,626.49	6%	1,313,300
4860-0002	Aquatic Centres	(40.00)	---	0	12,788.11	2%	587,100
5000-0002	Cleansing	2,082.05	1%	374,300	24,763.38	6%	383,100
5100-0002	Water Supply	4,956.44	1%	942,600	22,838.26	4%	546,200
5200-0002	Sewerage Services	836.18	0%	807,600	7,456.21	2%	458,300
4000-0001	WORKS AND SERVICES	455,245.68	1%	40,280,600	1,340,820.69	3%	43,694,700
TOTAL REVENUE AND EXPENDITURE		777,978.62	1%	57,677,200	2,393,730.48	4%	54,241,600

Account/Function Specific Comments for Revenue and Expenditure Summary Report

Account	Description	Revenue	Expenditure
1000-0002	Administration		
1100-0002	Finance		
1200-0002	Oncosts		<i>Includes annual insurance premiums paid in July</i>
1300-0002	Stores/Purchasing		
2000-0002	Corporate Governance		
2100-0002	Business Activities		
2150-0002	Saleyard Operations		
2200-0002	Tambo Sawmill & Weighbridge		
2350-0002	Airports/Aerodromes		
2450-0002	Tourism	<i>Peak season tourism revenue</i>	
2500-0002	Planning & Development	<i>Increase in planning and development applications</i>	
2580-0002	Economic & Community		
2600-0002	Environmental		
2650-0002	Animal Control		
2700-0002	Stock Routes		
3000-0002	Work Scheme and Community		
3100-0002	Council Housing		
3300-0002	Child Care Services		
3350-0002	Sport and Recreation		
3400-0002	Youth Services		
3415-0002	Tambo MPC		
3445-0002	Disability		
3460-0002	Community Services		
3470-0002	Miscellaneous Care		
3500-0002	Libraries, Education		
3570-0002	RADF & Community Assistance		
3600-0002	Halls and Cultural Centres		
3700-0002	Showgrounds & Sports	<i>Revenue from camping permits during peak tourist season</i>	
3740-0002	Funerals	<i>Funeral services discontinued</i>	
3800-0002	Corporate Buildings		
4001-0002	Works Office and Depot		
4100-0002	Town Street Maintenance		
4200-0002	Rural Roads Maintenance		
4500-0002	Recoverable Works		
4550-0002	Plant Operations		
4600-0002	SES - Disaster Management		
4700-0002	Cemeteries	<i>Includes grave fees and expenditure previously accounted for under Funeral Services</i>	
4800-0002	Parks, Gardens and Reserves		
4860-0002	Aquatic Centres		
5000-0002	Cleansing		
5100-0002	Water Supply		
5200-0002	Sewerage Services		

BLACKALL-TAMBO REGIONAL COUNCIL[Return to Agenda](#)[Next Item](#)**OFFICER REPORTS**

COUNCIL MEETING DATE: 16 August 2023

Item No: **4.1.2****SUBJECT HEADING: DFCCS Operations Report – July 2023**

Author and Officer's Title: Alastair Rutherford, Director of Finance Corporate and Community Services

CLASSIFICATION: (if confidential)

Summary: The Director of Finance Corporate and Community Services operations report for July 2023 is presented to Council. The report includes housing and administration, Blackall aerodrome, libraries, visitor information centres, facility bookings, and Tambo Multipurpose.

Officer's Recommendation: That Council receive the DFCCS Operations Report for July 2023.

Background**Blackall Buildings*****Buildings Maintenance***

- Monthly fire alarm system inspection at Cultural Centre complete.
- 1 vacant pensioner unit in Bauhinia Lane- advertised

Tambo Buildings***Buildings Maintenance***

- General maintenance carried out in all buildings.
- New kitchen, floating flooring and stove ordered for 13 Edward Street.
- New hot water system to be installed in 10 Edward Street as the old one is rusted and leaking.

Aged Housing

- Floating floor has been ordered for 7/26 Albert Street

Blackall Visitor Information Centre**Monthly Statistics:****Visitor Numbers to Blackall Tourist Information Centre**

2022/2023	Visitor Numbers	2023/2024	Visitor Numbers
July	3291	July	4,385
August	3697	August	
September	1901	September	
October	720	October	
November	345	November	
December	188	December	
January	343	January	
February	286	February	
March	543	March	

2022/2023	Visitor Numbers	2023/2024	Visitor Numbers
April	1,001	April	
May	2,030	May	
June	3,728	June	
Total	18,073	Year to Date	4,385

Issue of Camping Permits

Month	Information Centre	Self - Registration	Total for Month 2022/23
July	569	842	1,411
August			
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			
Year to Date	569	842	1,411
2022/2023	1,748	2,702	4,450

Camping Ground Fees

Camping Ground Fees	July 2022 to June 2023	July 2023 to June 2024
Month	2022/2023 YTD \$ Amount	2023/2024 YTD \$ Amount
July	\$13,710.25	\$19,896.00
August	\$25,443.07	
September	\$29,503.75	
October	\$30,812.75	
November	\$31,372.50	
December	\$31,474.55	
January	\$31,474.55	
February	\$31,875.54	
March	\$32,760.54	
April	\$35,017.24	
May	\$41,017.69	
June	\$52,270.75	\$19,896.00

Year ending 2022/2023 \$52,270.75

Blackall Library Report

Month	Loans 2022/23	Loans 2023/24	Visitors 2022/23	Visitors 2023/24	Requests 2022/23	Requests 2023/24	Members Added 2022/23	Members Added 2023/24
July	231	452	392	357	52	65	9	10
August	336		412		34		15	
September	318		426		58		9	
October	376		415		46		6	
November	389		372		31		8	
December	359		281		37		5	
January	359		327		63		4	
February	352		318		59		6	
March	465		114		114		4	
April	356		341		40		6	
May	295		275		76		6	
June	562		382		83		12	
Year to Date	4488	452	4055	357	693	65	90	10

Tambo Library Report

	Loans 2022/23	Loans 2023/24	Visitors 2022/23	Visitors 2023/24	Requests 2022/23	Requests 2023/24	Members Added 2022/23	Members Added 2023/24
July	383	316	136	108	51	53	4	3
August	435		160		63		4	
September	364		107		48		3	
October	362		144		48		3	
November	340		186		36		2	
December	267		108		34		0	
January	369		115		19		3	
February	302		132		45		5	
March	407		108		52		8	
April	341		114		67		0	
May	322		139		55		2	
June	339		156		42		4	
Totals	4231	316	1605	108	560	53	38	3

E-Resources Loaned April 2023 to June 2023

Brand	Number
Bolinda E-Audio	169
Bolinda E-Books	54
Overdrive E-Audio	32
Overdrive E-Book	63
Overdrive Magazines	3
Total Resources Loaned	321

Percentage of Stock on Loan 01.08.2023

Description	Total	On loan	Percent
Blackall	5000	421	8.42
Tambo	1396	183	13.11

Tambo Tourism	Visits 2022/23	Visits 2023/24
July	750	978
August	754	
September	432	
October	240	
November	161	
December	74	
January	128	
February	75	
March	113	
April	311	
May	535	
June	818	
Totals	4391	978

Council Facility Bookings

Blackall	Memorial Hall		Cultural Centre		Showgrounds		Racecourse		Bus	
	22/23	23/24	22/23	23/24	22/23	23/24	22/23	23/24	22/23	23/24
July	1	2	7	8	1	1	1	1	4	4
August	1		11		3		0		4	
September	2		8		6		0		4	
October	1		8		5		3		11	
November	1		8		3		1		7	
December	0		4		1		0		1	
January	1		3		0		0		3	
February	1		6		2		1		2	
March	1		5		5		1		4	
April	2		4		4		1		3	
May	1		8		6		0		7	
June	2		7		2		1		4	
TOTAL	14	2	79	8	38	1	9	1	54	4

Tambo	Shire Hall		Racecourse		Western Sports		Bus	
	22/23	23/24	22/23	23/24	22/23	23/24	22/23	23/24
July	7	7	2	2	1	0	1	1
August	13		1		4		2	
September	2		4		1		2	
October	7		1		2		4	

Tambo	Shire Hall		Racecourse		Western Sports		Bus	
November	10		1		0		4	
December	7		1		1		3	
January	2		0		0		2	
February	4		2		2		0	
March	6		2		0		2	
April	8		3		1		1	
May	11		4		4		3	
June	10		1		1		2	
TOTAL	87	7	22	2	17	0	26	1

Qantas Report

Month	Pax OFF	Pax ON	Total	YTD
July	142	130	272	272
August				
September				
October				
November				
December				
January				
February				
March				
April				
May				
June				
6 Monthly Average	154.83	133.33	288.16	288.16
YTD	142	130	272	272
Total for 2022/2023	1639	1416	3055	3055

- The roster has been distributed for airport employees.

Tambo Multi-Purpose Centre

- In the mini-sports and cooking classes, fifteen children participated in the sports, and twenty-five children participated in the cooking class.
- The TMPC will be hosting a mental health first aid training session with the Royal Flying Doctor Service next month. The training is open to the entire community and is free of charge.
- We have been working with Outback Futures to assist clients accessing public Wi-Fi to facilitate their Teleconference appointments.
- The RADF Western Touring Show presented Twinkle and the Moon to Tambo on the 12th of August and in Blackall on the 13th of August.
- Allied Health sessions for the month of July were:
 - Physiotherapy – 25
 - Remedial Massage – 11
 - Podiatry – 27

**IT Report
Incidents**

- Network outages at Field Solutions Group sites. All sites on the FSG network were down from the 25 July. Sites affected were the Blackall NC, Tambo MPC, Tambo Library, and Grasslands. Issue remedied on 2 August.

Updates

- All servers and user devices are on automatic updating.

Security

- Daily report analysis from M365 Security Admin Centre reviewed by the IT Officer.
- External Security Operations Centre – provided by PinnacleIT and SentinelOne.

All Clear

Risk Mitigation Activities

- User Access/Permissions – Monthly report to review users
 - All Users are enrolled to use Multi-Factor Authentication for secondary authentication.

User Changes – 1

New User Additions – 2

Hardware

- Annual replacement program in progress.
- Installed and configured new Cisco WIFI system in the Tambo boardroom to replace the old malfunctioning Access Point.

Software

- All software installs, changes, and updates are restricted to only administrative permissions. Updated PCS+ to version 20230101

Training

- Ongoing Awareness Training, Attack Simulation Training completed.

Data

- Daily back-ups to Cloud, weekly back-ups of critical datasets which are stored off-site.

Link to Corporate Plan

Economic Development

Outcome 2- Tourism – Foster a sustainable tourism industry that delivers economic outcomes for the community.

Vibrant Communities

Outcome 1- Arts and Culture – Continue to grow our region as the premier arts and cultural hub of Western Queensland.

Outcome 2- Health and wellbeing – The community has access to health services that meet their needs.

Outcome 3- Community Services – Services and facilities that meet the needs of the community.

Outcome 4- Youth – Engage, support, and encourage youth to remain in and return to the community.

Governance

Outcome 5- Customer Service – Provide excellence in customer service.

Infrastructure

Outcome 2- Airports – Aerodrome facilities in both Blackall and Tambo are Operationally safe and compliant with standards as determined by the civil aviation safety authority.

Outcome 5- Council buildings – Civic facilities that meet the needs of the community yet remain financially sustainable.

Consultation (internal/external)

Neighbourhood Centre Coordinator

Tambo Library and Tourism Officer

Customer Service Officers

Multi-Purpose Coordinator

Library Officer

Tourism Officer

IT Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

BLACKALL-TAMBO REGIONAL COUNCIL[Return to Agenda](#)[Next Item](#)**OFFICER REPORTS**

COUNCIL MEETING DATE: 16 August 2023

Item No: 4.1.3

SUBJECT HEADING: Blackall Cultural Association – Request for Sponsorship

Author and Officer's Title: Alastair Rutherford, Director of Finance Corporate and Community Services

CLASSIFICATION: (if confidential)

Summary: The Blackall Cultural Association is requesting sponsorship for its annual art exhibition to be held at the same time as the Better in Blackall Festival.

Officer's Recommendation: That Council declined the request by the Blackall Cultural Association to provide sponsorship towards the annual art exhibition as the request was received after the 2023-2024 budget was adopted.

Background

The Blackall Cultural Association have written to Council asking for sponsorship for the annual art exhibition being held during the Better in Blackall Festival.

The levels and types of sponsorship are:

Level of sponsorship	\$2,000	
	\$1,000	
	\$500	
	\$250	
	\$100	
	Other	
2023 Sections	Best overall painting	\$1,000
	Best local artist	\$1,000
	Blackall IGA Award for people's choice	\$500
Sections of Entry		
Section 1	Painting Oil / Acrylic	\$1,000
Section 2	Painting – watercolour	\$1,000
Section 3	Drawing – Pastel, pencil, charcoal, pen	\$1,000
Section 4	Other medium – collage, mixed media, printmaking	\$1,000
Section 5	Photography – landscape	\$500
Section 6	Photography – portrait	\$500
Section 7	Photography – wild and woolly	\$500
Section 8	Three dimensional	\$1,000

Link to Corporate Plan

Vibrant Communities

Outcome 1 – Arts and Culture

Consultation (internal/external)

Nil

Policy Implications

Request for Council Assistance Under \$10,000.00

Budget and Resource Implications

Request for cash.

Risk 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

Nil

BLACKALL-TAMBO REGIONAL COUNCIL[Return to Agenda](#)[Next Item](#)**OFFICER REPORTS**

COUNCIL MEETING DATE: 16 August 2023

Item No: 4.2.1

SUBJECT HEADING: Director of Works and Services' Operations Report – July 2023

Author and Officer's Title: Ajay Agwan, Director of Works and Services

CLASSIFICATION: (if confidential)

*Summary: The Director of Works and Services report for July 2023 is presented to Council.***Officer's Recommendation: That Council receive the Director of Works and Services' Operation Report for 2023.****Background****Projects****Blackall-Jericho Road Rehab and Widen****Project Budget:** \$3,490,899.00 (GST exclusive)**Project Scope:** Increase of width from 4m to 8m sealed, build-up of material where required and full rehabilitation of existing pavement to 150mm, Chainage 0.760km to Chainage 6.800km**Current Status:** All subgrade and pavement works are complete. Prime scheduled for the 10th of August and Initial Seal scheduled for 14th August. Practical Completion 14th August.**Shamrock Street Median Strip****Project Budget:** \$100,000 (GST exclusive)**Project Scope:** Replace existing kerb with 200mm x 200mm kerbing to increase to a consistent height on all four sections of median.**Current Status:** 1205m of kerb completed of 1235m total. Currently 95% of works completed. Remaining pathways and end structures to be installed by the 11th of August. Site clean-up and completion anticipated prior to Better in Blackall.**Snail Structure Banks Park**

Project Budget: \$20,000 (GST exclusive)

Project Scope: Install a change table facility adjacent to the playground to allow users of the park to supervise children whilst caring for babies.

Current Status: Concrete slab and structure in place. Roofing and cladding ordered, plumbing and completion August 2023.

Scrubby Creek Floodways'

Project Budget: \$800,000 (GST exclusive)

Project Scope: Upgrade from gravel to concrete floodway at four locations along the Scrubby Creek Road

Current Status: Two sites complete, contractor returned to site, contractual practical completion date 21st September 2023.

General RMPC (Road Maintenance Performance Contract) FY 2324

Project Budget: \$2,343,700.60 (GST exclusive)

Project Scope: General maintenance as required of the National Highway and State-Controlled Network without the Blackall-Tambo Regional Council boundary.

Current Status: Signage and guidepost works underway; surface correction works scheduled for warmer months when coldmix asphalt is in a workable state.

Charles and Queen Elizabeth Street

Project Budget: \$75,000 (GST exclusive)

Project Scope: Upgrade of gravel road to bitumen

Current Status: Some procurement complete, works proposed to commence after sewerage works are undertaken.

Petunia Lane

Project Budget: \$80,000 (GST exclusive)

Project Scope: Installation of road, water and sewer for the housing blocks on Petunia Street.

Current Status: All water and sewer complete. Roadworks delayed until Blackall Jericho is fully complete.

East Walter Street

Project Budget: \$120,000 (GST exclusive)

Project Scope: Installation of road and water for the government housing blocks on Thistle/St Andrews Street.

Current Status: Water main installation on East Walter underway, once complete roadworks can commence.

Local Government Area Entry Signs

Project Budget: \$40,000 (GST exclusive)

Project Scope: Installation of five boundary signs on State Controlled Roads and two boundary signs on National Highway

Current Status: All signs have been installed. The five state-controlled signs (Adavale, Isisford, Jericho, Alpha, Springsure Boundaries) were all pre-painted to allow smooth installation. Due to the size of the National Highway signage they have been installed as blank signs and will be painted onsite.

Ward Road Pave and Seal

Project Budget: \$750,000 (GST exclusive)

Project Scope: 4 metre double/double seal on 6m pavement from Chainage 58.56km to 63.56km

Current Status: Works currently in early stages of commencement with plant and gravel being scheduled. Completion December 2023.

Langlo Road Resheeting

Project Budget: \$600,000 (GST exclusive)

Project Scope: 150mm Gravel Resheet from Chainage 68.7km to 78.7km (Start at Mt Edinburgh turnoff)

Current Status: Works scheduled after the completion of the Ward Road Pave and Seal.

Salvia Street Kerb, Channel and Stormwater

Project Budget: \$458,300 (GST exclusive)

Project Scope: Install underground drainage, agricultural pipe, kerb, and channel along the water ponding area on Salvia Street.

Current Status: Works scheduled late 2023/early 2024.

Requests for Action

- A total of 17 Request for Actions were received and actioned by the Works and Services Department for the month.

Water	3
Sewerage	5
Parks and Gardens	1
Town Streets	5
Rural Roads	1
Local Laws	2

Water and Sewerage

Water Testing

- Weekly water testing for e-coli in Blackall (no specimens detected)
- Monthly water testing for e-coli in Tambo (no specimens detected)

Blackall

Water consumption ML	12272
Call outs - Water	0
Call outs - Sewer	0
Broken Mains/Services	3
Private Works	0

Tambo

Water consumption ML	2433
Call outs - Water	3
Call outs - Sewer	0
Broken Mains/Services	5
Private Works	2

Parks and Gardens

Tambo Town Streets

- Mowing and whipper snipping

Tambo Town Entrances

- Mowing of grassed areas
- Mulching of various garden beds across Tambo

Tambo Racecourse

- General maintenance of the grounds has continued

Western Sportsground

- General maintenance of the grounds has continued
- Maintenance of the Polo Cross fields for Events
- Preparation of Campdraft Arena and Mayne Pavilion for Event

Tambo Dam

- General Maintenance by Parks and Gardens crew

E.E Parr Park

- Footpath maintenance by Parks and Gardens crew

Town Hall Grounds

- General Maintenance by Parks and Gardens crew

Stubby Bend Camping Grounds

- All tourists are keeping the area in a tidy condition

Coolibah Walk

- Mowing and whipper snipping along pathway

Tambo Cemetery

- General Maintenance by Parks and Gardens crew

Blackall Nature Strip Maintenance

- Gardens have been maintained by our parks and gardens crew

Blackall Racecourse

- General maintenance of the grounds has continued by the Racecourse Caretaker

Blackall Showgrounds

- General maintenance of the grounds has continued by the Showgrounds Caretaker
- Pruning of trees

Blackall Aquatic Centre

- Mowing and whipper snipping of Aquatic Centre
- Clover spraying

Banks Park

- General Maintenance by Parks and Gardens crew
- Clover spraying

Albert Park

- General Maintenance by Parks and Gardens crew
- Clover spraying

Memorial Park

- General Maintenance by Parks and Gardens crew
- Clover spraying

Cultural Centre

- Preparation for events

Blackall Town Entrances

- Mowing of grassed areas

Barcoo River Camping Grounds

- All tourists are keeping the area in a tidy condition
- Mowing grassed areas
- Trimming trees

Blackall Airport

- Runway line marking
- Trimming trees

Blackall Cemetery

- Mowing and whipper snipping of Lawn Section

Blackall Admin Office

- Mowing and whipper snipping

Blackall Town Streets

- Mowing and whipper snipping

In Kind Support

- Delivery/pick up of hire items for community functions

Workshop/Fleet

Majority of work for the month has been preventative/scheduled maintenance. Have had a couple of wheel bearings fail on side tipper trailers, replaced axles as damage was caused to the stub. Council took delivery of a new Mack Superliner from last years budget, truck has been commissioned and now in use.



QRA Flood Damage Works

Northern and Central Western Queensland Rainfall and Flooding event, 21 April - 12 May 2022

- Melrose Road – Schluter Pastoral Co Pty Ltd – Light/Medium Formation Grading 100% complete
- Stratavon Road - Schluter Pastoral Co Pty Ltd – Light/Medium Formation Grading 100% complete
- Lisgool Road – Council Crew Tambo – Medium Formation Grading 80% complete
- Ward Road – Rogers Grader Hire – Medium Formation Grading 100% complete
- East West Road – Rogers Grader Hire – Medium Formation Grading 70% complete
- Wyanga Road – Peter M Williams Pty Ltd – Medium Formation Grading 100% complete
- Mt Enniskillen Road – Peter M Williams - Medium Formation Grading 50% complete
- Daracourt Road – AM Earthmoving – Medium Formation Grading 100% complete
- Rostrevor Road – AM Earthmoving – Medium Formation Grading 100% complete
- Norwood Road – PC & SL Picone – Heavy Formation Grading 100% complete
- Avington Road – PC & SL Picone – Heavy Formation Grading 100% complete
- Springleigh Road – Picone Earthmoving – Medium Formation Grading 60% complete

Scheduled Works Yet to Commence

- Neverfail Road – AM Earthmoving
- Woodbine Road – PC & SL Picone
- Four Mile Road – PC & SL Picone
- Tarves Road – PC & SL Picone
- Juray Road – Picone Earthmoving
- Rivington Road – Picone Earthmoving
- Tralee Road – Peter M Williams
- The Springs Road – Peter M Williams
- Scrubby Creek Road – Rogers Grader Hire



Blackall-Tambo Regional Council
Flood Damage Events - Detailed Summary (14/7/2023)

QRA Event	Activation	Status	Type	Approved Submission Value (excluding GST)	Progress Claim Value (excluding GST)	Comments
Severe Tropical Cyclone Trevor and associated low pressure system, 19-27 March 2019	Apr-19	Complete	REPA	\$16,114,356.35	\$14,593,631.93	REPA submission fully complete, closed out and acquitted
South West Queensland Flood, 20-26 February 2020	Mar-20	Complete	REPA	\$7,987,795.88	\$3,900,018.82	REPA submission fully complete, closed out and in final stages of acquittal
Central, Southern and Western Queensland Rainfall and Flooding, 10 November - 3 December 2021	Jan-21	Active	FMRP	\$138,000.00	\$0.00	Flood Study awaiting LIDAR prior to commencement
Western Queensland Thunderstorms, 21 - 30 December 2020	Jan-21	Complete	REPA	\$4,047,277.07	\$3,281,836.68	REPA Submission 100% complete, now entering close-out and acquittal
Northern and Central Western Queensland Rainfall and Flooding event, 21 April - 12 May 2022	May-22	Active	REPA	\$22,689,566.94	\$6,806,870.08	Event Recently approved, accrued expenditure to be claimed.
Northern and Central Queensland Monsoon and Flooding, 21 April - 12 May 2023	Feb-23	Active	REPA	\$0.00	\$0.00	No submission at this stage. Many sites overlapping with current events.

Link to Corporate Plan

Infrastructure

Outcome 1 – Roads

Outcome 3 – Water and Sewerage Systems

Environment and Heritage

Outcome 4 – Waste Management

Consultation (internal/external)

CEO

DWS

Works Supervisors

Services Supervisor

Fleet Supervisor

Contracted Engineer

Policy Implications

Nil

Budget and Resource Implications

Nil

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OFFICER REPORTS

COUNCIL MEETING DATE: 16 August 2023

Item No: 4.2.2

SUBJECT HEADING: Work Health and Safety Report

Author and Officer's Title: Ajay Agwan, Director of Works and Services

CLASSIFICATION: (if confidential)

Summary: The Work Health and Safety Report has been provided to Council.

Officer's Recommendation: That Council receive the Work Health and Safety Report for July 2023.

Background**Near Misses, incidents, and issues**

- Near Miss – 0
 - Hazards – 0
 - Damage – 0
 - Incidents – 2
- o Private car was damaged by council machinery
 - o A tourist tripped in a park

Safety Inductions

Month	Employees	Contractors	Work Camp	Total	Accumulated Total
July 2023	0	2	1	3	75
August 2023					
September 2023					
October 2023					
November 2023					
December 2023					
January 2024					
February 2024					
March 2024					
April 2024					
May 2024					
June 2024					

Tool Box Talks

- A toolbox talk was conducted in Blackall on the 17th of July and Tambo on the 18th of July on the use of Chemwatch.

Link to Corporate Plan

Governance

Outcome 1 – Workforce- Council's workforce is trained and supported to competently manage themselves and their work.

Consultation (internal/external)

Work Health and Safety Officer

Policy Implications

Nil

Budget and Resource Implications**Risk 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

Nil

BLACKALL-TAMBO REGIONAL COUNCIL

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OFFICER REPORTS

COUNCIL MEETING DATE: 16 August 2023

Item No: 4.2.3

SUBJECT HEADING: Purchase of Motor Vehicle - Ute

Author and Officer's Title: Ajay Agwan, Director of Works and Services

CLASSIFICATION: (if confidential)

Summary: Quotations were requested from 3 Automotive dealers for the purchase of a dual cab ute to replace 1(one) ageing vehicle in council's fleet.

Officer's Recommendation: That Council accept the quotation from Black Truck Sales to supply one (1) new Isuzu Dmax ute for \$60,432.03 (ex GST). This vehicle is preferred as it will provide uniformity of plant, uniformity of parts and proven backup service and warranty.

Background

Quotations were received from 3 suppliers. Black Truck Sales, Emerald Isuzu and Longreach Toyota. Council are currently operating a majority Isuzu fleet with good operating results and minimal breakdowns. There have been a couple of warranty claims that have been dealt with promptly and efficiently by the dealers. Isuzu offer a 6 year 150,000km warranty and 6 years roadside assist on these vehicles.

Tender	Make	Model	Less GST	Warranty	Delivery
Black Truck Sales	Isuzu	SX Dual cab	\$ 60,432.03	6 years/150,000km	10-12 weeks
Emerald Isuzu	Isuzu	SX Dual cab	\$ 63,638.00	6 years/150,000km	10-12 months
Longreach Toyota	Toyota	SR Dual cab	\$ 68,470.15	5 years/unlimited	12 months +

Link to Corporate Plan

Governance

Outcome 4 – Financial – Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Works and Services

Fleet Supervisor

Policy Implications

Procurement and Disposals Policy

Budget and Resource Implications

\$60,432.03 excluding GST – included in the Plant Replacement Budget

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Included in the Plant Replacement Budget.	Low
Legal & Regulatory	Low	Nil	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
People	Low	Nil	Low
Operational	Medium	Consistency with plant provides for efficiency in operations.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil

BLACKALL-TAMBO REGIONAL COUNCIL[Return to Agenda](#)[Next Item](#)**OFFICER REPORTS**

COUNCIL MEETING DATE: 16 August 2023

Item No: 4.2.3

SUBJECT HEADING: Purchase of Motor Vehicle – Nissan X-Trail

Author and Officer's Title: Ajay Agwan, Director of Works and Services

CLASSIFICATION: (if confidential)

Summary: Quotations were requested from 4 automotive dealers for the purchase of a small wagon to replace one (1) ageing vehicle in Council's fleet.

Officer's Recommendation: That Council accept the quotation from South West Ford to supply one (1) new Nissan Ex-Trail STL for \$47,428.18 (ex GST). This vehicle is preferred as it will provide uniformity of plant, uniformity of parts and proven backup service and warranty.

Background

Quotations were received from 4 suppliers. Black Truck Sales, South West Ford, Emerald Isuzu and Longreach Toyota. Council currently have Nissan X-Trail in the fleet with good operating results and minimal breakdowns. Any warranty claims are carried out by the dealer in Charleville. Nissan offer a 5-year unlimited km warranty on these vehicles. This vehicle is currently in stock at time of quoting.

Tender	Make	Model	Less GST	Warranty	Delivery
Black Truck Sales	Isuzu	MUX LSU	\$ 56,743.54	6 years/150,000km	
South West Ford	Nissan	X-Trail STL	\$ 47,428.18	5 years/unlimited	6 weeks from order
Longreach Toyota	Toyota	Rav-4 GXL	\$ 46,467.68	5 years/unlimited	12 months
Emerald Isuzu	Isuzu	MUX LSM	\$ 51,919.00	6 years/150,000km	12 months

Link to Corporate Plan

Governance

Outcome 4 – Financial – Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Works and Services

Fleet Supervisor

Policy Implications

Procurement and Disposals Policy

Budget and Resource Implications

\$47,428.18 excluding GST – included in the Plant Replacement Budget

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Included in the Plant Replacement Budget.	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Consistency with plant provides for efficiency in operations.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil

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OFFICER REPORTS

COUNCIL MEETING DATE: 16 August 2023

Item No: 4.2.4

SUBJECT HEADING: Purchase of Factory Tipper

Author and Officer's Title: Ajay Agwan, Director of Works and Services

CLASSIFICATION: (if confidential)

Summary: Quotations were requested from 3 truck dealers for the purchase of one (1) dual cab tipper truck to upgrade smaller vehicles in the Council fleet.

Officer's Recommendation: That Council accept the quotation from Central Isuzu Rockhampton to supply one (1) new Isuzu NQR 87/80-190 dual cab tipper truck for \$130,355.51 (ex GST). This truck is preferred as they will provide uniformity of plant, fit for purpose, value for money and proven backup service. Local Buy (NPN 04-13) contract will apply.

Background

Quotations were received from 3 suppliers, Central Isuzu Rockhampton, RGM Rockhampton and Black Truck sales. Quotations were supplied for the truck specified in the tender as in the table below.

Two brands were offered with the Fuso being the cheapest quote, however this is a smaller GVM and engine power compared to the Isuzu models. The purchase of the Isuzu brand truck would furthermore unify councils' fleet, aiding in more similar parts to be kept on hand and help diagnosing any problems.

The Isuzu brand of trucks have performed very well for council so far with minimal downtime and only a couple of warranty jobs which were taken care of quickly by an Isuzu agent based in Emerald.

Tender	Make	Model	Less GST	Warranty	Delivery
Central Isuzu	Isuzu	NQR 87/80-190	\$ 130,355.51	6 Years/250,000km	10-12 months
Black Truck Sales	Isuzu	NQR 87/80-190	\$147,272.73	6 Years/250,000km	10-12 months
RMG	Fuso	Canter 918 Wide Cab	\$ 112,085.79	5 Years/200,000km	10-12 months

Link to Corporate Plan

Governance

Outcome 4 – Financial – Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Works and Services

Fleet Supervisor

Policy Implications

Procurement and Disposals Policy

Budget and Resource Implications

\$130,355.51 excluding GST – included in the Plant Replacement Budget

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Included in the Plant Replacement Budget.	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

Nil

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COUNCIL MEETING DATE: 16 August 2023

Item No: 4.2.5

SUBJECT HEADING: Purchase of Zero Turn Mowers

Author and Officer's Title: Ajay Agwan, Director of Works and Services

CLASSIFICATION: (if confidential)

Summary: Quotations were requested from 5 mower dealers for the purchase of two (2) zero turn mowers to upgrade aging plant in the Council fleet.

Officer's Recommendation: That Council accept the quotation from Nowa Power Products to supply two (2) new WALKER MT27i-H Hi-Dump zero turn mowers for \$90,232.60 (ex GST). These mowers are preferred as it will provide fit for purpose plant, value for money, resale and proven backup service. Local Buy (LB282) contract will apply.

Background

Quotations were received from 3 suppliers for the mowers specified in the tender as in the table below. Pricing was competitive between the Toro and Walker brands, however the Walker brand has proven to be well built and very reliable in everyday use requiring minimal maintenance.

The Walker also offers electric high dump capabilities to reduce operator fatigue and manual handling, the Toro does not have this option. The purchase of the Walker brand mowers would furthermore unify Councils' fleet, aiding in more similar parts to be kept on hand and help diagnosing any problems.

Tender	Make	Model	Warranty	Delivery	Less GST	Total 2 machines
Nowa power products (Bundy)	Walker	MT27i-H	3 Year/3000 Hours	Mid November 2023	\$45,116.30	\$ 90,232.60
Jak Outdoor power equipment	Walker	MT27i-H	3 Year/3000 Hours	Mid November 2023	\$49,502.64	\$ 98,223.09
Horsepower Longreach	Toro	Z master 8000	2 year/1,200 hours	Not supplied	\$45,002.40	\$ 90,004.80

Link to Corporate Plan

Governance

Outcome 4 – Financial – Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Director of Works and Services

Fleet Supervisor

Policy Implications

Procurement and Disposals Policy

Budget and Resource Implications

\$90,232.60 excluding GST – included in the Plant Replacement Budget

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Included in the Plant Replacement Budget.	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Consistency with plant provides for efficiency in operations.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil

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COUNCIL MEETING DATE: 16 August 2023

Item No: 4.2.6

SUBJECT HEADING: Purchase of Skid Steer Loaders

Author and Officer's Title: Ajay Agwan, Director of Works and Services

CLASSIFICATION: (if confidential)

Summary: Quotations were requested from 4 machinery dealers for the purchase of two skid steer loaders and slasher attachment.

Officer's Recommendation: That Council accept the quotation from Hastings Deering to supply 2 new Caterpillar skid steer loaders and slasher attachment for \$154,065.05 and \$104,500.00 (ex GST) respectively. These machines are preferred as it will provide uniformity of plant, uniformity of parts and proven backup service and warranty. Local Buy (NPN 2.15) contract will apply.

Background

Quotations were received from 4 suppliers. Of the 4 suppliers that quoted the CAT machines offered by Hastings Deering stands out above the rest.

The 226D3 and 262D3 offered have fully sealed and pressurised cabs for operator safety, reversing fan for slasher operation and many other operational and safety equipment than the other brands offered.

The Bobcat is a cheaper option that Council have run in previous years but have recently had reliability troubles with costly downtime and repairs.

Council currently operates several caterpillar machines with good performance results and proven back up service and warranty work from Hastings out of Longreach.

Hastings also offer HD Advantage which fully monitors the machine over the warranty period. Council also operate CAT ET diagnostic program, which allows fitters to connect to the machine for quick easy diagnoses and calibrations.

Tender	Make	Model	Total Less GST	Warranty	Delivery	Notes
Hastings Deering	CAT	262D	\$ 154,065.05	60month/3000hr powertrain	8-10months	
Clark Equipment	Bobcat	S650SJC	\$ 125,000.00	2 years/2000hr	Not supplied	
RDO Equipment	John Deere	324G	\$142,000.00	Full Machine-60 Months, 5000 Hours,	6-8 weeks	2022 plated model
Milne Bros	Case	SV340B	\$ 171,750.00	2 years/2000hr	1st quarter 24	
Hastings Deering	CAT	226D	\$ 104,500.00	60month/3000hr powertrain	8-10months	
Clark Equipment	Bobcat	S450	\$ 82,500.00	2 years/2000hr	Not supplied	
RDO Equipment	John Deere	318G	\$ 107,500.00	Full Machine-60 Months, 5000 Hours,	6-8 weeks	2020 plated model
Milne Bros	Case	SR175B	\$ 95,000.00	2 years/2000hr	1st quarter 24	

Link to Corporate Plan

Governance

Outcome 4 – Financial – Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer
 Director of Works and Services
 Fleet Supervisor

Policy Implications

Procurement and Disposals Policy

Budget and Resource Implications

\$258,565.05 excluding GST – included in the Plant Replacement Budget

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Included in the Plant Replacement Budget.	Low
Legal & Regulatory	Low	Nil	Low
People	Low	Nil	Low
Operational	Medium	Consistency with plant provides for efficiency in operations.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Nil

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COUNCIL MEETING DATE: 16 August 2023

Item No: 5.1

SUBJECT HEADING: Blackall Saleyards Monthly Report

Author and Officer's Title: Des Howard, Chief Executive Officer

CLASSIFICATION: (if confidential)

*Summary: The Blackall Saleyards monthly report for July is provided to Council.***Officer's Recommendation: That Council receive the Blackall Saleyards monthly report for July 2023.****Background**

SALES	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	YTD	2022 2023 Totals
Spelling Cattle	8108												8108	43825
Spelling Sheep	-----												-----	-----
Prime & Store Sales	-----												-----	26466
Weaner & Store Sales	4608												4608	38817
Private Weigh (Same Day)	412												412	20881
Private Weigh (Overnight)	1014												1014	13697
Private Scan	1008												1008	276
Bull Sales	-----												-----	349
TOTALS 2023/2024	15150												15150	
TOTALS 2022/2023	17030	11785	16941	12899	19802	7033	509	5056	9243	12160	15398	16446	144311	

Link to Corporate Plan

Economic Development

Outcome 1- Business Investment- Support existing local businesses and the establishment of new businesses in the region.

Outcome 2- Tourism- Foster a sustainable tourism industry that delivers economic outcomes for the community.

Outcome 3- Employment- Encourage regional employment growth and opportunities.

Consultation (internal/external

CEO

Saleyards Manager

Budget and Resource Implications

Nil

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COUNCIL MEETING DATE: 16 August 2023

Item No: 5.2

SUBJECT HEADING: Planning and Development Report

Author and Officer's Title: Des Howard, Chief Executive Officer

CLASSIFICATION: (if confidential)

Summary: The Planning and Development report provides a summary of building applications and planning and development activity in the Blackall-Tambo Regional Council area.

Officer's Recommendation: That Council receive the Planning and Development Report for July 2023.

Background

The table below provides the approved development applications for July 2023.

DATE	NUMBER	DEVELOPMENT TYPE	DEVELOPMENT DETAILS	TOWN
17/07/2023	38-2022-2023	BUILDING	21 GARDEN STREET - TAMBO - RELOCATED DWELLING TO SITE	TAMBO
13/07/2023	39-2022-2023	BUILDING	13 THISTLE STREET - NEW DWELLING & SHED	BLACKALL
17/07/2023	42-2022-2023	BUILDING	23 GARDEN STREET - TAMBO - RELOCATED DWELLING TO SITE	TAMBO
25/07/2023	47-2022-2023	BUILDING	109 THISTLE STREET - SHED	BLACKALL
30/06/2023	48-2022-2023	BUILDING	11401 ISISFORD-BLACKALL ROAD - RELOCATION OF BUILDING TO SITE	BLACKALL
30/06/2023	49-2022-2023	BUILDING	11326 ISISFORD-BLACKALL ROAD - RELOCATION OF BUILDING TO SITE	BLACKALL
24/07/2023	01-2023-2024	PLUMBING	47 CLEMATIS STREET - PLUMBING WORKS FOR NEW DWELLING	BLACKALL
18/07/2023	02-2023-2024	PLUMBING	109 THISTLE STREET - PLUMBING FOR NEW LIBRARY, GLA BLOCK & CANTEEN	BLACKALL
31/07/2023	04-2023-2024	PLUMBING	DRENSMAINE, 381 OLD AUGATHELLA ROAD, YANDARLO - PLUMBING FOR NEW DWELLING	TAMBO

1. DEVELOPMENT ASSESSMENT

Three new development applications have been lodged since the last monthly report. Three applications are currently under assessment.

1.1 An application has been made by Barcoo Retirement Village Incorporated, seeking a Development permit for a Material Change for a Retirement Facility at 80 Thistle Street, Blackall formally described as Lot 4 on SP159849 & Lot 1 on RP608399.

The application involves the construction of up to six (6) new independent living units on the site of the existing Retirement Facility. The units will be of a similar scale and built form of other existing units in the facility. The units will be accessed from the existing access location off Violet Street.

The subject site is in the Township zone and is affected by the Flood hazard area. Due to the site being affected by the Flood hazard area the application is subject to Impact assessment.

As the application is subject to Impact assessment the application will be required to be publicly notified. Public notification commenced on 4 August 2023 and will run to 25 August 2023.

1.1	Council reference:	DA28-2023-2024
	Application:	Development Permit for a Material Change of Use for a Retirement Facility
	Street address:	80 Thistle Street, Blackall
	Property description:	Lot 4 on SP159849 & Lot 1 on RP608399
	Day application was made:	14 July 2023
	Category of assessment:	Impact assessment
	Public notification required:	Yes
	Applicant:	Barcoo Retirement Village Incorporated
	Status:	Public notification stage

1.2 An application has been made by Scrubby Creek Sport Club Inc, seeking a Development permit for Material Change for Outdoor Sport and Recreation at 5810 Scrubby Creek Road, Scrubby Creek formally described as Lot 1 on GW56.

Scrubby Creek Sports Club intends to build a new facility with a completely lockable, level concrete floor, all new electrical wiring and mains power board, all new plumbing within the phone service area which incorporates the bar, kitchen and office under one roof.

The new facility will be contained in a 240m² building and is associated with the existing Outdoor sport and recreation use of the land.

The subject site is in the Rural zone whereby Outdoor sport and recreation is subject to Code Assessment.

Council did not issue an information request as it had sufficient information to assess the application. The application is in the decision stage and will be decided at the August General Meeting.

1.2	Council reference:	DA43-2022-2023
	Application:	Development Permit for a Material Change of Use for Outdoor Sport and Recreation
	Street address:	5810 Scrubby Creek Road, Scrubby Creek

Property description:	Lot 1 on GW56
Day application was made:	21 July 2023
Category of assessment:	Code assessment
Public notification required:	No
Applicant:	Scrubby Creek Sports Club Inc
Status:	Decision stage

1.3 An application has been made by Longhorn Transport Pty Ltd, seeking a Development permit for a Material Change for a Transport Depot at 80 Davidson Road, Tambo formally described as Lot 17 on SP148104.

The application includes two sheds, an existing 13m x 9m shed and the construction of a new 27m x 13m shed, and a staff and truck parking area. It is proposed to operate the use 24 hours a day, 7 days a week. The operation will include three (3) prime-move trucks and 15 semi-trailers and associated dollies. Access to the site is from Davidson Road.

The subject site is in the Industrial precinct of the Township zone whereby a Transport Depot is subject to Code Assessment.

The site adjoins a state-controlled road and will require referral to the State Assessment and Referral Agency for assessment.

The application is properly made and is in the information request period. Council has until 21 August 2023 to issue an information request.

1.3	Council reference:	DA05-2023-2024
	Application:	Development Permit for a Material Change of Use for a Transport Depot
	Street address:	Davidson Road, Tambo
	Property description:	Lot 17 on SP148104
	Day application was made:	21 July 2023
	Category of assessment:	Code assessment
	Public notification required:	No
	Applicant:	Longhorn Transport Pty Ltd
	Status:	Information request stage

2. GENERAL PLANNING SERVICES, ENQUIRIES AND ADVICE

• 2.1 CUSTOMER REQUESTS

The following customer request has been received and responded to since the last monthly report:

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
02/08/23	Government entity	<u>Proposal</u> <ul style="list-style-type: none"> Request regarding whether development approval is required for the replacement of an existing structure. <u>Planning details</u> <ul style="list-style-type: none"> The site is in the Rural zone. 	Closed

PLANNING ENQUIRIES			
Date received	Customer Details	Details of Enquiry	Status
		<u>Advice</u> <ul style="list-style-type: none"> • The replacement of an existing structure would not be considered a material change of use • The replacement of the structure is considered building work, however it would not be assessable under the planning scheme as the site doesn't contain a Heritage place and the site doesn't adjoin a Heritage place. 	
PLANNING AND DEVELOPMENT CERTIFICATES			
Date received	Customer details	Type	Status
Nil			
SURVEY PLAN APPROVALS			
Nil			
EXEMPTION CERTIFICATES			
Nil			

Link to Corporate Plan

Economic Development

Outcome 4 – Land development – Appropriate residential, commercial, and industrial land is available to meet community needs.

Consultation (internal/external)

CEO

Rates Officer

Town Planners

Policy Implications

Nil

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COUNCIL MEETING DATE: 16 August 2023

Item No: 5.3

SUBJECT HEADING: Local Government Association of Queensland 2023-2024 Membership Renewal

Author and Officer's Title: Des Howard, Chief Executive Officer

CLASSIFICATION: (if confidential)

Summary: The Local Government Association of Queensland provides support and advocacy for 77 Queensland local governments.

Officer's Recommendation: That Council receive the letter from the Local Government Association of Queensland and note the membership for 2023-2024 is \$69,917.00.

Background

Blackall-Tambo Regional Council is a member of the Local Government Association of Queensland (LGAQ). The membership provides council staff and councillors with a broad range of services and benefits such as legal advice, insurance, HR support and website platforms. LGAQ provide guidance on topics such as governance and industrial relations to disaster management and media relations.

Local government is a provider of the essential services and infrastructure that communities rely on. Councils also play a critical role in enhancing the social, economic and environmental outcomes and LGAQ supports councils to be strong local advocates. They [LGAQ] help facilitate matters of common interest between neighbours, within regions and at state and national levels.

The LGAQ Policy Executive oversees the advocacy agenda, drives policy and strategic decisions on behalf of the communities they represent. Councils elect their own representatives to ensure that their local district's views are included in discussions and decisions. Cr Martin is the Policy Executive member for District 8 which represents Queensland's Central West region comprising of Barcaldine, Barcoo, Blackall-Tambo, Boulia, Diamantina, Longreach and Winton.

LGAQ also provides a library of resources for local government staff through LG Online. Some of the LG Online resources are policy and news updates, comprehensive legislation and compliance tools. The resources assist staff with the many facets of local government.

Link to Corporate Plan

Governance

Outcome 1 – Workforce – Council's workforce is trained and support to competently manage themselves and their work.

Outcome 2 – Leadership – Responsible leadership with information and transparent decision making.

Consultation (internal/external)

Chief Executive Officer

Policy Implications

Nil

Budget and Resource Implications

\$69,917.00 budgeted

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The membership has been allocated in the budget.	Low
Legal & Regulatory	Low	Nil	Low
People	Low	LGAQ membership provides support and advice to council staff.	Low
Operational	Medium	Nil	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	LGAQ support council staff and councillors.	Low

Risk Treatment

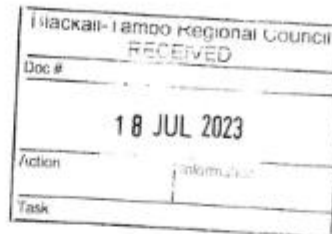
Nil



Every Queensland
community deserves
to be a liveable one

10 July 2023

Mr Des Howard
Chief Executive Officer
Blackall-Tambo Regional Council
PO Box 21
Blackall QLD 4472



Dear Mr Howard,

RE: LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND 2023-2024 MEMBERSHIP RENEWAL

I am writing regarding your council's membership renewal with the Local Government Association of Queensland for 2023-2024.

Liveable Communities

Every Queensland community deserves to be a liveable one.

This mantra has underpinned our advocacy and engagement with both the state and federal governments. It's been heartening to see both levels of government start to use this same language. Every day we advocate strongly for the collective interests of our members; we never stop.

The recent Commonwealth announcement of \$236 million for the Flood Warning Network (FWN) here in Queensland is a perfect example of our continuing efforts to deliver value to members across the state, as too our strong advocacy recently around dangerous dogs the focus of several historical annual conference resolutions.

Our recent Cost Shifting survey, 20 years after its first incarnation, highlights that councils now shoulder nearly half a billion dollars annually in additional responsibilities, often as providers of last resort. This is why we continue to advocate for the critical funding needed to deliver essential infrastructure and services.

Your conference motions drive our activities, and your local stories and case studies help inform and shape our advocacy. For this I thank you.

Future Focus

With the 2024 local government elections only nine short months away we are focused on supporting your council in the lead up to, during and post the 16th of March.

We are working closely with the Electoral Commission of Queensland (ECQ), the Department and other stakeholders to ensure these elections meet the highest standards of expectations.

We will soon be releasing further details of the support and assistance that will be made available along with a four-year plan for the next term. This will be the first time your Association will have taken a whole-of-term approach to its support for members.

Our free Elected Member Update (EMU) workshop program will of course further inform. We look forward to visiting your council over the coming months.

P 07 3000 2222
F 07 3252 4473
W www.lgaq.asn.au

Local Government House
25 Evelyn Street
Newstead Qld 4006

PO Box 2230
Fortitude Valley BC
Qld 4006

Local Government Association Of Queensland Ltd.
ABN 11 010 883 293 ACN 142 783 917



We are also committed to advancing a new Industrial Relations and Workforce strategy to tackle the significant workforce challenges facing every council.

You will see significant uplift in this work over the coming months.

Why LGAQ?

It is likely that the near term will be more challenging for Queensland councils.

Already the state and federal governments have started to taper key funding programs. As COVID stimulus measures are wound back and budget repair measures initiated this will mean less funding for councils, further deteriorating the financial sustainability of councils and negatively impacting the liveability of local communities.

Having a strong, innovative, and influential peak body will be vital.

The LGAQ offers members value in many ways. The full scope of what we offer, and the value inherent in what we offer can be difficult to fathom which is why we have created a new resource to help communicate this story. I have included a copy for you enclosed with this letter.

Valuing your councils' membership

This year the Association will be taking its first steps towards merging its membership and services subscription from 1 July 2025. This means our five largest councils will pay comparatively a little more, all other councils comparatively a little less. This year's invoice reflects the first year of this transition.

In overall terms membership and member service fees increases have been set to four (4%) percent for this coming financial year. Any variances will be because of changing relativities between councils as determined by the application of the LGAQ membership formula.

Your council is also a member of the Local Government Mutual (LGM) scheme, which continues to retain a larger than required surplus of funds. LGM's surpluses are such that the LGAQ Board resolved to increase its surplus distribution in June 2023. In net terms an additional \$2 million will be returned to LGM scheme members, almost doubling the distribution provided last financial year.

Your council has received \$127,178 over the last five consecutive years, of distributions through its participation in the mutual schemes, which is only possible because you are a member of the LGAQ. Over that five-year period, this re-distribution has helped to significantly offset the cost of your membership.

Membership value remains at the forefront of our thinking. A strong local government sector needs a strong peak body, and your councils continuing support directly contributes to this goal.

Please find attached a copy of the invoice for your council's membership renewal for 2023-2024.

As your Association we look forward to representing and supporting you in the lead up to the local government elections and continuing that support into the new term.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Alison Smith', is written over a light blue horizontal line.

Alison Smith
CHIEF EXECUTIVE OFFICER

BLACKALL-TAMBO REGIONAL COUNCIL[Return to Agenda](#)[Next Item](#)**OFFICER REPORTS**

COUNCIL MEETING DATE: 16 August 2023

Item No: 5.4

SUBJECT HEADING: Heart of Australia

Author and Officer's Title: Des Howard, Chief Executive Officer

CLASSIFICATION: (if confidential)

Summary: The Heart of Australia is a mobile medical program that delivers specialist services to regional and remote communities in Queensland.

Officer's Recommendation: That Council support the Heart of Australia's visits to Blackall by providing assistance with accommodation expenses for up to six visits per year.

Background

Heart of Australia delivers specialist healthcare and diagnostic testing clinics to rural and remote communities across Queensland, including Blackall.

The Heart of Australia approached Council in 2018 to ask for assistance from Council for their accommodation expenses. At the 2018 September general meeting Council resolved the following:

That Council donate \$2,500.00 from community assistance to the Heart of Australia program to help with monthly travel expenses.

*Moved: Cr BP Johnstone**Minute No.: 41/09A/18**Seconded: Cr PJ Pullos**Carried*

Council has continued to support the Heart of Australia by contributing \$13,750 for the six visits conducted during the 2022-2023 financial year.

Link to Corporate Plan

Vibrant Communities

Outcome 2 – Health and Wellbeing – The community has access to health services that meet their needs.

Consultation (internal/external)

Chief Executive Officer

Policy Implications

Nil

Budget and Resource Implications

\$13,750.00

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The financial contribution to the service is a continuation of previous years.	Low
Legal & Regulatory	Low	Nil	Low
People	Low	The Heart of Australia provides specialist services to the community for which they would have to travel long distances to receive.	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

Nil

BLACKALL-TAMBO REGIONAL COUNCIL[Return to Agenda](#)[Next Item](#)**OFFICER REPORTS**

COUNCIL MEETING DATE: 16 August 2023

Item No: 5.5

SUBJECT HEADING: Outback Futures

Author and Officer's Title: Des Howard, Chief Executive Officer

CLASSIFICATION: (if confidential)

*Summary: Outback Futures provide a mental health and wellbeing service to the community.***Officer's Recommendation: That Council support Outback Futures by providing financial assistance towards their accommodation expenses during their visits to the Blackall-Tambo region.****Background**

Outback Futures is a Brisbane based not for profit organisation that delivers clinic mental health services in rural and remote communities, with Blackall-Tambo one of those communities.

Council has been assisting with the cost of accommodation for Outback Futures during their visits to the region.

Council assisted the visits by Outback Futures by providing \$1,100.00 towards accommodation during the 2022-2023 financial year.

Outback Futures have been engaged by Council to provide assistance with the implementation of the WHS Code of Practice.

Link to Corporate Plan

Vibrant Communities

Outcome 2 – Health and Wellbeing – The community has access to health services that meet their needs.

Consultation (internal/external)

Chief Executive Officer

Policy Implications

Nil

Budget and Resource Implications

\$1,100.00 approximately.

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	The financial contribution to the service is a continuation of previous years.	Low
Legal & Regulatory	Low	Nil	Low

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
People	Low	Outback Futures provides mental health and wellbeing support to the community.	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

Risk Treatment

Nil

BLACKALL-TAMBO REGIONAL COUNCIL[Return to Agenda](#)[Next Item](#)**OFFICER REPORTS**

COUNCIL MEETING DATE: 16 August 2023

Item No: 5.6

SUBJECT HEADING: 2024 Quadrennial Local Government Election

Author and Officer's Title: Des Howard, Chief Executive Officer

CLASSIFICATION: (if confidential)

Summary: The Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning, Minister Assisting the Premier of Olympic and Paralympic Games Infrastructure, Steven Miles MP has written to Council regarding the 2024 quadrennial local government election.

Officer's Recommendation: That Council:

1. receive the letter dated 1 August 2023 from the Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning, Minister Assisting the Premier of Olympic and Paralympic Games Infrastructure, Steven Miles MP; and
2. note that a full postal ballot has been approved for Blackall-Tambo region for the 2024 quadrennial local government election.

Background

On 24 April 2023 the Chief Executive Officer asked the Deputy Premier and Minister responsible for local government that the Blackall-Tambo Regional Council area be considered for a full postal ballot as these had been conducted for previous elections.

At the 17 May 2023 general meeting Council resolved the following:

That Council:

1. receive the letter from the Electoral Commission Queensland and note that the 2024 election is being held on 16 March 2024; and
2. \$13,939 (GST exclusive) be allowed in the 2023/2024 budget; and
3. Ratify the Chief Executive Officer's request to the Deputy Premier and Minister for Local Government for a full postal ballot for the 2024 local government election.

Moved: Cr BP Johnstone

Minute No: 17/05A/23

Seconded: Cr GK Schluter

Carried: 6/0

The Minister, Steven Miles wrote to the Chief Executive Officer on 1 August and advised that he has approved the Blackall-Tambo Regional Council's request for a full postal ballot for the 2024 quadrennial local government election.

Link to Corporate Plan

Governance

Outcome 2 – Accountability – Accountable, responsible, and transparent governance.

Outcome 3 – Leadership – Responsible leadership with informed and transparent decision making.

Outcome 4 – Financial – Manager Council's finance responsibly and sustainably.

Consultation (internal/external)

Chief Executive Officer

Policy Implications

Nil

Budget and Resource Implications

\$13,939.00 (GST exclusive) budget allocated

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	An allocation has been made in the 2023/2024 budget period.	Low
Legal & Regulatory	Low	Requirements are set by the State Government and Electoral Commission.	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

Nil – the election is conducted by the relevant departments.



Hon Steven Miles MP
 Deputy Premier
 Minister for State Development, Infrastructure,
 Local Government and Planning
 Minister Assisting the Premier on Olympic and Paralympic Games Infrastructure

Our ref: MC23/3332

1 August 2023

1 William Street
 Brisbane Queensland 4000
 PO Box 15009
 City East Queensland 4002
Telephone + 61 3719 7100
Email deputy.premier@ministerial.qld.gov.au
Website www.statedevelopment.qld.gov.au

ABN 65 959 415 158

Mr Des Howard
 Chief Executive Officer
 Blackall-Tambo Regional Council
ceo@btrc.qld.gov.au

Dear Mr Howard

I refer to the Blackall-Tambo Regional Council's letter of 24 April 2023 requesting approval for the council to conduct the 2024 quadrennial Local Government election by full postal ballot.

I wish to advise that, pursuant to section 45(1) of the *Local Government Electoral Act 2011*, I have approved the council's application to conduct its 2024 quadrennial Local Government election by full postal ballot.

Please note, I have also written to Mr Pat Vidgen PSM, Electoral Commissioner, advising of my decision.

If you require further information, I encourage you to contact Ms Louisa Lynch, Director, Governance and Capability, Local Government Division in the Department of State Development, Infrastructure, Local Government and Planning on 0499 833 689 or by email at louisa.lynch@dsdilgp.qld.gov.au.

Yours sincerely

STEVEN MILES MP
DEPUTY PREMIER
 Minister for State Development, Infrastructure,
 Local Government and Planning
 Minister Assisting the Premier on
 Olympic and Paralympic Games Infrastructure

BLACKALL-TAMBO REGIONAL COUNCIL[Return to Agenda](#)[Next Item](#)**OFFICER REPORTS**

COUNCIL MEETING DATE: 16 August 2023

Item No: 5.7

SUBJECT HEADING: Development Application – DA 43-2022-2023 – 5810 Scrubby Creek Road, Scrubby Creek

Author and Officer's Title: Des Howard, Chief Executive Officer

CLASSIFICATION: (if confidential)

Summary: The Applicant, Scrubby Creek Sport Club Inc, seeks a Development Permit for a Material Change of Use for Outdoor Sport and Recreation over land at 5810 Scrubby Creek Road, Scrubby Creek formally described as Lot 1 on GW56.

Scrubby Creek Sports Club intends to build a new facility with a completely lockable, level concrete floor, all new electrical wiring and mains power board, all new plumbing within the phone service area which incorporates the bar, kitchen and office under one roof.

The new facility will be contained in a 240m2 building and is associated with the existing Outdoor sport and recreation use of the land.

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

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

Officer's Recommendation: That Council approves the application for a Development Permit for Material Change of Use for Outdoor Sport and Recreation over land at 5810 Scrubby Creek Road, Scrubby Creek formally described as Lot 1 on GW56, 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
Floor Plan	-	-	20/10/2022
Front and Back Elevation	-	-	20/10/2022
Left and Right Elevation	-	-	20/10/2022
Perspectives	-	-	27/03/2022

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 STORMWATER WORKS

3.1 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*.

4.0 AMENITY AND ENVIRONMENTAL HEALTH

4.1 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, vibration, odour, fumes, smoke, vapour, steam soot, ash, wastewater, waste products, oil or otherwise

4.2 Any proposed outdoor lighting must comply with *AS4282 – 1997 “Control of the Obtrusive Effects of Outdoor Lighting”*.

5.0 ASSET MANAGEMENT

5.1 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.

6.0 CONSTRUCTION ACTIVITIES

- 6.1 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.
- 6.2 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").

Background

1.0 DEVELOPMENT APPLICATION SUMMARY

TABLE 1 – OVERVIEW OF THE DEVELOPMENT APPLICATION

PROPERTY DETAILS	
Site address	5810 Scrubby Creek Road, Scrubby Creek, QLD 4478
RPD	Lot 1 on GW56
Site Area	162,000m ²
Landowner	Department of Resources
Existing use of land	Sports club
Existing development approval	N/A
APPLICATION DETAILS	
Application No.	DA43-2022-2023
Applicant	Scrubby Creek Sports Club Inc
Application description	Development Application for a Development Permit for Material Change of Use for Outdoor Sport and Recreation

Decision due date	8 September 2023
Main Issues/Resolution	Nil
STATUTORY DETAILS	
Planning Scheme	Blackall-Tambo Region Planning Scheme 2020
Overlays	N/A
Zone	Rural Zone
Precinct	N/A
Land use definition	Outdoor Sport and Recreation
Category of Assessment	Code Assessment

1.0 PROPOSAL BACKGROUND

TABLE 2 – OVERVIEW OF DEVELOPMENT ASSESSMENT PROCESS

Application lodged and properly made	21 July 2023
Decision due	8 September 2023

2.0 SITE AND SURROUNDS DESCRIPTION

The subject site (Figure 1 below) is located at 5810 Scrubby Creek Road, Scrubby Creek, formally described as Lot 1 on GW56. The subject site has an area of 162,000m² and is accessed via Scrubby Creek Road. The site contains an existing club known as the Scrubby Creek Sports Club.

The site is located in a Rural area and is surrounded by large rural lots.



Figure 1 – Aerial of subject site (Source: QLD Government DAMS Mapping)

3.0 DESCRIPTION OF PROPOSAL

Scrubby Creek Sports Club intends to build a new facility with a completely lockable, level concrete floor, all new electrical wiring and mains power board, all new plumbing within the phone service area which incorporates the bar, kitchen and office under one roof.

The new facility (see Figure 2 for perspective) will be contained in a 240m² building and is associated with the existing Outdoor sport and recreation use of the land.



Figure 2 – Perspective of building (Source: R&F Steel Buildings)

Attachment A provides a copy of the proposal plan referenced in the recommendation.

4.0 PLANNING ASSESSMENT

In accordance with section 45 (3) of the *Planning Act 2016*, Code Assessment is an assessment that must be carried out only –

- (a) Against the **assessment benchmarks in a categorising instrument** for the development; and
- (b) Having regard to **any matters prescribed by regulation** for this paragraph.

This framework for assessing Code assessable applications is explained as follows –

Code assessment is a ‘bounded assessment’ which means only the applicable assessment benchmarks and matters can be considered by Council in deciding the application.

The categorising instrument for the development is the *Blackall-Tambo Region Planning Scheme 2020*, under which the applicable assessment benchmark is the General Development Code.

The Central West Regional Plan and the State Planning Policy

The Regional Plan and SPP are identified as being appropriately integrated in the Planning Scheme and therefore do not require further assessment. The assessment of the proposal against the Planning Scheme in section 5.2 below also functions as an assessment of these State Planning Instruments.

The Local Government Infrastructure Plan

By Council resolution, there is no Local Government Infrastructure Plan in place for the Council Area and Council ceases to charge Adopted Infrastructure Charges for any new development. In turn, this assessment benchmark does not apply to the development and an Infrastructure Charges Notice does not form part of this recommendation.

Schedules 9 and 10 of the Planning Regulation

Schedule 9 relates to building work under the Building Act, which is not relevant to this application for material change of use but may be relevant to a subsequent building work application for the construction of the development.

The site is mapped as containing a waterway for waterway barrier works, however the proposed building will be located outside the waterway. As a result, the proposal will require referral to the State Assessment and Referral Agency.

Approval history / lawful use of the premises and adjoining premises

The site contains existing buildings associated with the sports club. The proposal involves the replacement of one of those buildings. It is considered the proposal will not impact other existing buildings or infrastructure on the site.

Common material

The application material and subsequent correspondence with Council officers and the applicant has been considered in the preparation of this recommendation.

The planning assessment of the development considers the above assessment benchmarks and matters to the extent that the assessment benchmark and matter is relevant to the development.

4.1.1 Internal Officer Comments

The application was not internally referred to Council due to the minor nature of the application.

5.1.2 Owners Consent

As the site is subject to a 'Lands Lease' tenure the applicant was required to seek owners consent to lodge the development application. Council assisted the applicant in obtaining owner's consent. The Department of Resources granted owners consent on 21 July 2023.

4.2 BLACKALL-TAMBO REGION PLANNING SCHEME 2020

Under the Planning Scheme the development constitutes a Material Change of Use, which is defined in the Planning Act as:

- a) the start of a new use of the premises;*
- b) the re-establishment on the premises of a use that has been abandoned;*
- c) a material increase in the intensity or scale of the use of the premises.***

The use of the land for Outdoor Sport and Recreation use will result in and intensified use on the land associated with the existing sports club. Under the Planning Scheme, the defined use relevant to the proposal is Outdoor Sport and Recreation:

Outdoor sport and recreation means the use of premises for—

- (a) a recreation or sporting activity that is carried on outdoors and requires areas of open space;*
- or (b) providing and selling food and drink, change room facilities or storage facilities, if the use is ancillary to the use in paragraph (a).*

In accordance with Table 4.4.2 of the Planning Scheme Outdoor Sport and Recreation in the Rural Zone is subject to Code Assessment.

4.2.1 Assessment of Codes

The following codes are relevant to the proposed development.

General Development Code

The development complies or can be conditioned to comply with the purpose, performance criteria and acceptable solutions of the General Development Code. In particular:

- The new building will be of a form and scale that suits the site and its surroundings
- The new building will have substantial setbacks that will comply with QDC requirements
- The new building is single storey and is of height that is consistent with other buildings onsite
- The site has existing parking sufficient to service the use
- The site is serviced by existing onsite water and sewer as well as electricity and telecommunications services
- A condition has been imposed to ensure stormwater is appropriately managed.

Rural Zone Code

The development complies or can be conditioned to comply with the purpose, performance criteria and acceptable solutions of the Rural Zone Code as the proposal will not conflict with rural land uses, the site contains a long established outdoor sport and recreation use and the proposed development remains consistent with that use

In summary, this planning assessment demonstrates that the development is consistent with the relevant assessment benchmark of the Planning Scheme. Conditions of approval reflect the elements of the assessment benchmarks to ensure on-going compliance.

5.0 CONCLUSION

Development Permit for Material Change of Use for Outdoor Sport and Recreation over land at 5810 Scrubby Creek Road, Scrubby Creek formally described as Lot 1 on GW56, is recommended for approval, subject to the conditions outlined in this report.

This recommendation is based on an assessment of the proposal in accordance with the Planning Act for applications requiring Code assessment, which demonstrates the proposal's consistency with the Planning Scheme and other relevant assessment matters.

In accordance with the requirements for a decision notice under section 63 the Act, the notice must state the reasons for the decision. For this development, the statement of reasons, being the grounds for approval, will feature on the decision notice as follows:

- a) Outdoor Sport and Recreation is an acceptable use in the Rural Zone;
- b) The new building will be of a form and scale that suits the site and its surroundings;
- c) The site is sufficiently serviced and has access to telecommunications, electricity, onsite water and sewer; and
- d) Development does not conflict with the State Planning Policy 2017 and Central West Regional Plan 2009.

Link to Corporate Plan

Economic Development

Outcome 4 – Land Development – Appropriate residential, commercial, and industrial land is available to meet the community needs.

Consultation (internal/external)

Chief Executive Officer

Council Town Planner

Rates Officer

Policy Implications

Nil

Budget and Resource Implications

Nil

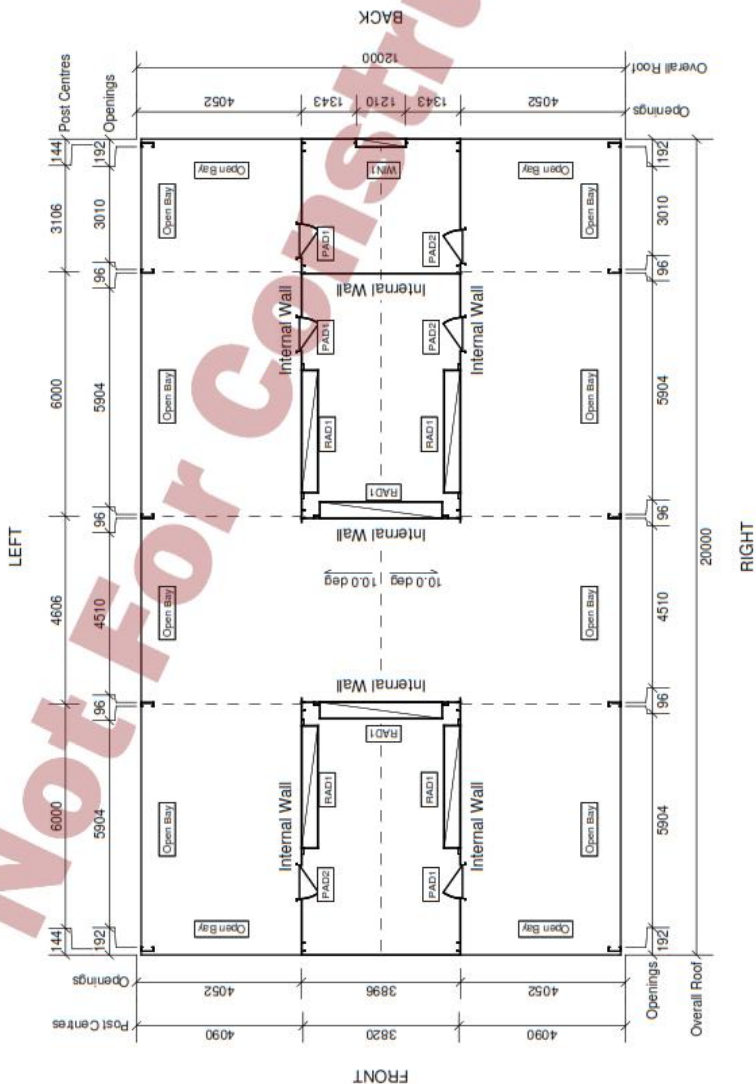
Risk Assessment

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 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

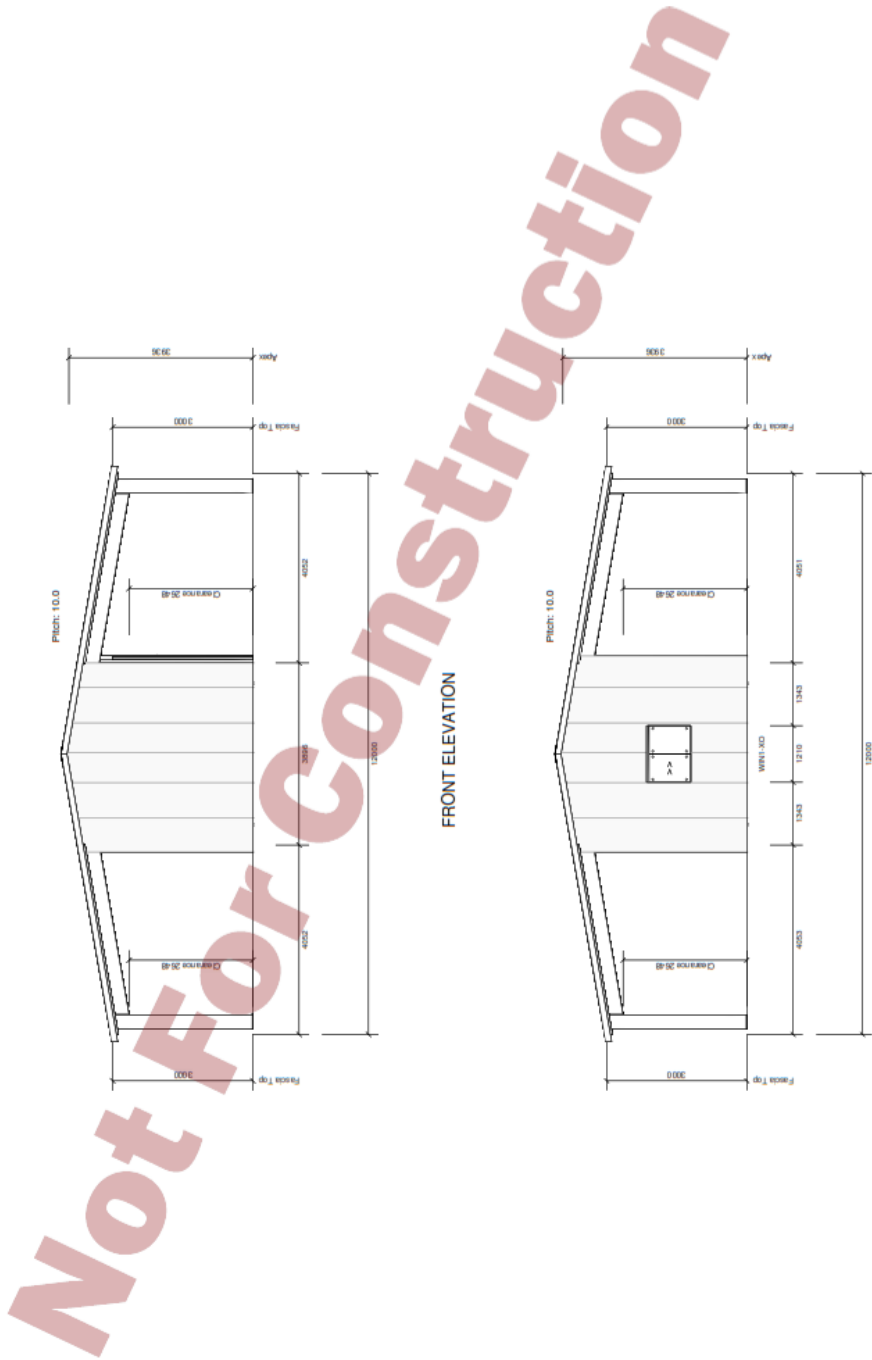
Proposed Risk Treatment


Nil

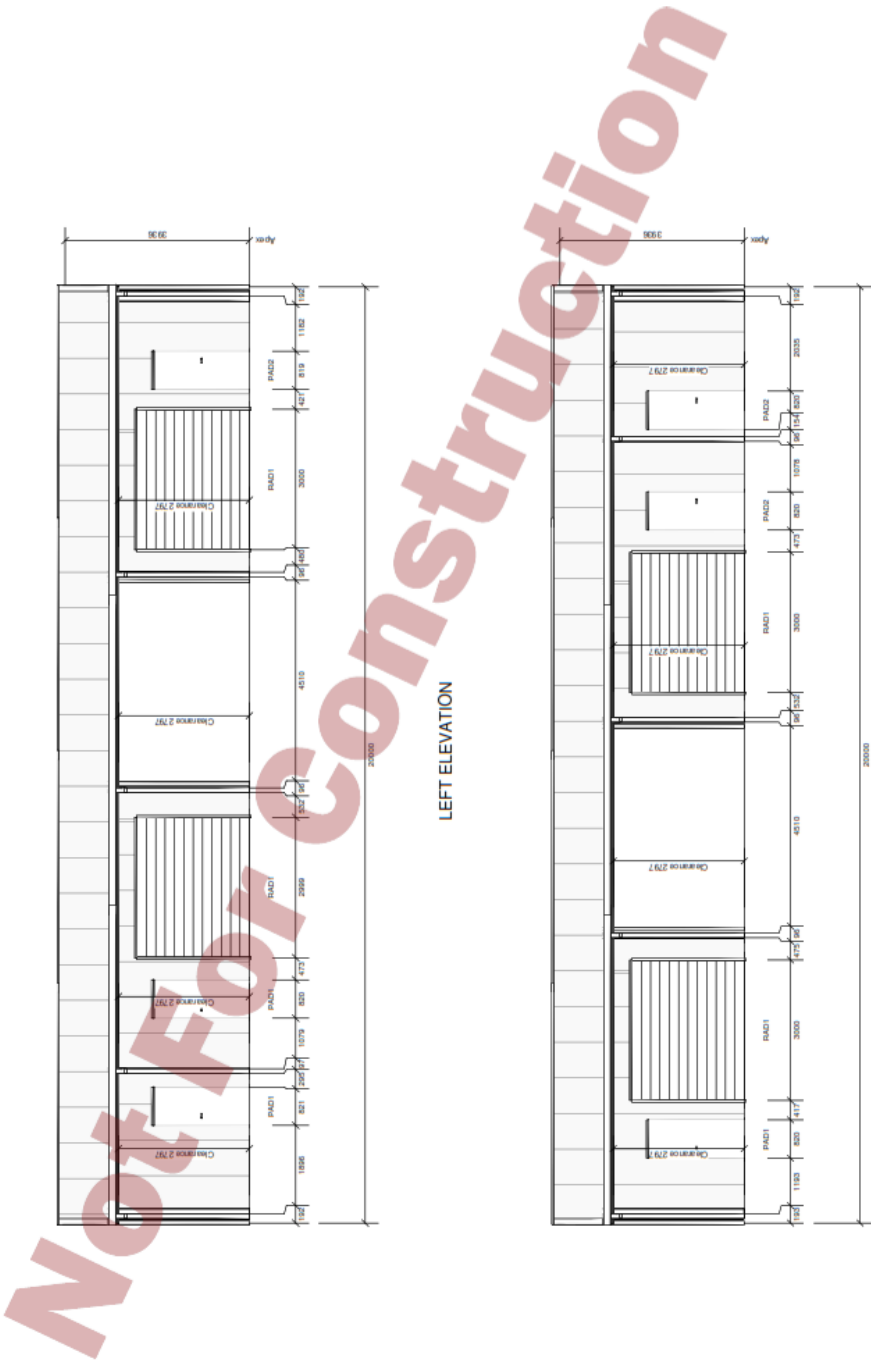
Opening Legend	
PAD1	2040h x 820w
PAD2	2040h x 820w
RAD1	2400h x 3000w
WIN1	900h x 1210w



R&F STEEL BUILDINGS R&F Steel Buildings Charleville ABN-43 145 727 528		PROJECT NO: P9866Q2 PROJECT NAME: Scrubby Creek Gun Club JOB NAME: Scrubby Creek Gun Club	CUSTOMER: Scrubby Creek Gun Club LOT: RP/SP: -Scrubby Creek Gun Club Floor Plan	SITE: Langlo Rd Scrubby Creek, QLD 4478	DATE: 20/10/2022 ULT WIND SPEED: 40.95 m/s SERVICEABILITY: 33.67 m/s
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<div>R&F STEEL BUILDINGS</div> <div>R&F Steel Buildings Charleville ABN: 43 143 737 828</div> <div>R&F Steel Buildings Charleville QBCC Lic. Lot 110 Industrial Estate, Charleville QLD 4470 T 07 4054 1322 E charleville@rfssteelbuildings.com.au</div>		PROJECT NO: P986602	CUSTOMER: Scrubby Creek Gun Club	SITE: Langlo Rd Scrubby Creek, QLD 4478 LOT: RP/SP:	DATE: 20/10/2022
		PROJECT NAME: Scrubby Creek Gun Club			ULT WIND SPEED: 40.95 m/s SERVICEABILITY: 33.67 m/s
		JOB NAME: Scrubby Creek Gun Club		DRAWING No: -Scrubby Creek Gun Club Elevation	



 R&F Steel Buildings Charleville QBCC Lic: Lot 110 Industrial Estate, Charleville QLD 4470 07 4054 1322 charleville@rfsteelbuildings.com.au	PROJECT NO: P9866Q2		CUSTOMER: Scrubby Creek Gun Club	SITE: Langlo Rd Scrubby Creek, QLD 4478	DATE: 20/10/2022
	PROJECT NAME: Scrubby Creek Gun Club				
	JOB NAME: Scrubby Creek Gun Club		DRAWING NO: -Scrubby Creek Gun Club Elevation		
				ULT WIND SPEED: 40.95 m/s SERVICEABILITY: 33.67 m/s	



 <p>R&F Steel Buildings Charlotte ORCIC Ltd. Lot 110 Industrial Estate, Charlotte QLD 4470 T 07 4654 1522 E charlevin@rfsbbuildings.com.au</p>	<p>PROJECT NO: P886002</p> <p>CUSTOMER: Scrubby Creek Gun Club</p> <p>PROJECT NAME: Scrubby Creek Gun Club</p> <p>JOB NAME: Scrubby Creek Gun Club</p>	<p>SITE: Largo Rd Scrubby Creek QLD 4478</p> <p>LOT: 800 SP</p> <p>DRAWING No: -Scrubby Creek Gun Club:</p>	<p>DATE: 27/03/2022</p> <p>ULT WIND SPEED: 40.95 m/s</p> <p>SERVICEABILITY: 33.07 m/s</p>
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Perspectives

BLACKALL-TAMBO REGIONAL COUNCIL[Return to Agenda](#)[Next Item](#)**OFFICER REPORTS**

COUNCIL MEETING DATE: 16 August 2023

Item No: 5.8

SUBJECT HEADING: Asbestos Management Procedure

Author and Officer's Title: Des Howard, Chief Executive Officer

CLASSIFICATION: (if confidential)

Summary: Asbestos Management Plans have been obtained for all Council owned buildings. The procedure provides guidelines on how the plans are to be used.

Officer's Recommendation: That Council adopt the Asbestos Management Procedure.

Background

Council has a requirement under the *Work Health and Safety Regulation 2011* to have an asbestos management plan if asbestos is identified at a workplace or is likely to be present.

An appropriately qualified person was engaged to compile Asbestos Management Plans for all Council owned buildings.

Employees of Council have roles and responsibilities relating to the Asbestos Management Plans and these guidelines and procedures have been outlined in the Asbestos Management Procedure.

The Procedure is to be read in conjunction with the Asbestos Management Plans.

Link to Corporate Plan

Governance

Outcome 1 – Workforce – Council's workforce is trained and supported to competently manage themselves and their work.

Provide a safe and healthy workplace for all employees.

Consultation (internal/external)

Chief Executive Officer

Director of Finance Corporate and Community Services

Director of Works and Services

Environmental Health Officer

Workplace Health and Safety Consultants

Policy Implications

Workplace Health and Safety Policy

Budget and Resource Implications

Nil

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	The procedure will assist Council and staff to comply with requirements in the Work Health and Safety Act 2011, Work Health and Safety Regulation 2011, Work Health and Safety (Codes of Practice) 2022, and How to manage and control asbestos in the workplace Code of Practice 2021	Low
People	Low	The procedure will assist staff with asbestos management.	Low
Operational	Medium	The procedure will provide increase efficiency for asbestos management.	Low
Environmental	Medium	The Asbestos Management Plans, to be read in conjunction with the Asbestos Management Procedure, provide guidance and requirements when handling asbestos.	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Council has a requirement to comply with the relevant acts and regulations.



Blackall-Tambo Regional Council

Asbestos Management Procedure

Procedure Number:	Effective Date: 16 August 2023
Version Number: 1.0	Review Date: 15 August 2025
Policy Compiled by: Governance Coordinator	
Policy Approved by: Chief Executive Officer	

1. EXECUTIVE SUMMARY

Blackall-Tambo Regional Council, as an employer, has a legislative responsibility under section 249 of the *Work Health and Safety Regulation 2011* to have an asbestos management plan if asbestos is identified at a workplace or is likely to be present. Blackall-Tambo Regional Council has a legal obligation to under Division 2 of the *Work Health and Safety Act 2011*, to as far as reasonably practicable ensure the health and safety of its workers.

Asbestos Management Plans (AMPs) have been compiled by an appropriately qualified person engaged by Council. This process was undertaken to determine the presence, type and condition of asbestos.

This document is to be read in conjunction with the Asbestos Management Plans.

2. ROLES AND RESPONSIBILITIES

Council employees are responsible for:

- ensuring an up-to-date copy of the appropriate AMP is accessible to all service providers including fellow employees and contractors
- reviewing the asbestos register and ascertain whether asbestos is present, or presumed present at the works area/site, prior to drafting any documents for quote or tender
- if the asbestos register indicated that asbestos is present or presumed, provide a copy of the AMP and asbestos register, indicating the presence of asbestos with the tender documentation
- ensure the Access Permit has been completed with any details of asbestos removed so that the asbestos register can be updated
- engaging only appropriately qualified and licenced contractors for the removal of asbestos
- ensuring adequate records are maintained
- ensuring all work carried out complies with the *Work Health and Safety Act 2011*, *Work Health and Safety Regulation 2011*, and the *How to manage and control asbestos in the workplace Code of Practice 2021*.

Personnel (including contractors, employees, and other workers) carrying out work in the affected buildings are responsible for:

- being familiar with Council policies, procedures and processes that relate to asbestos including the AMP/s.

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Asbestos Management Procedure

- ensuring the asbestos register is examined prior to any work or activity (such a maintenance or a refurbishment project) which has the potential to disturb asbestos
- an Access Permit (located in the AMP for each building) is provided for any maintenance or construction activities that may damage or interfere with the condition of the asbestos containing material (ACM)
- employ appropriate work methods and ensure that workers have received instruction and training on working safely with asbestos
- ensuring all work carried out complies with the *Work Health and Safety Act 2011*, *Work Health and Safety Regulation 2011*, and the *How to Manage and Control Asbestos in the Workplace Code of Practice 2021*.

3. WORK REQUIREMENTS

Workers engaged in the removal of friable asbestos will not be issued with an Access Permit unless they are a Class A licence in asbestos removal and they are working under the direct supervision of a nominated supervisor as defined by the *Work Health and Safety Regulation 2011* for the supervision of the prescribed activity that is work to remove friable asbestos containing material.

- Workers engaged in the removal of greater than 10m² of non-friable asbestos will not be permitted to work unless the individual/s hold a Class B asbestos removal licence.
- Permission to work will not be issued unless evidence of written notice to the regulator at least five (5) days before the removal commences licenced asbestos removal work is provided in accordance with Regulation 466 of the *Work Health and Safety Regulation 2011* and Section 3.6 of the *Safe Work Australia Code of Practice How to Safely Remove Asbestos 2018*.
- Before an area can be re-occupied post asbestos removal, a clearance inspection shall be performed. The clearance inspection shall be undertaken by either a licenced asbestos assessor or a competent person and a clearance certificate shall be obtained. The format of all clearance certificates shall be issued in accordance and be compliant with current asbestos legislation and related codes of practice. A record of certificates and clearances will be entered into Council's database.

4. ABESTOS INCIDENT RESPONSE AND MANAGEMENT

If accidental damage occurs to any asbestos during the course of usual facility operations, staff, visitors and tenants will be required to vacate the room or building. Access to the area will be restricted until the damage can be assessed by a competent person, who will then advise on recommended remedial actions.

An increase health risk from damaged asbestos depends on several factors, including the type of asbestos, the nature of the damage, how the damage was caused and whether anyone was present at the time. As a general guide, incidental damage to non-friable ACM (such as a hole accidentally broken into a fibro wall, ceiling, roof etc.) does not present a serious health risk. However, the ACM should be "made-safe" until it can be properly repaired or replaced.

Incidents relating to asbestos will be documented and the asbestos register is to be updated on the changed condition of the asbestos or any removal work undertaken as a result of the incident.

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Asbestos Management Procedure

5. RECORD KEEPING

Any Council employee who authorises asbestos removal work must maintain detailed records of all activities relating to asbestos works which have been undertaken at its assets. On completion of any asbestos works, all records must be forwarded to the Chief Executive Officer.

The records kept must include:

- Copies of all asbestos reports, including updates and amendments.
- Copies of all Access Permit documents.
- Site induction records pertaining to the notification of contractors and employees about the presence of asbestos on site.
- Clearance certificates indicating that areas are safe to reoccupy after asbestos removal works.

Records will be retained in accordance with the General Retention and Disposal Schedule for Administration Records (GRDS).

In relation to asbestos-related records, the GRDS specifies a minimum retention period of 100 years after the last action, and the permanent retention of asbestos registers.

6. ASBESTOS MANAGEMENT PLANS

The table below provides a list of the AMPs held. Contractor and employees should always refer to the complete AMPs documentation held in Council's Sharepoint folder or hard copies which are held in the CEO's office.

Property	Address	Asbestos
Pensioner Cottages	Bauhinia Lane, Blackall	Presumed
Blackall Work Camp Depot	Coronation Drive, Blackall	Presumed
Prince of Wales Hotel	Shamrock Street, Blackall	Presumed
Blackall Racecourse	Racecourse Road, Blackall	Presumed
Ram Park	Shamrock Street, Blackall	Presumed
House	62 Shamrock Street, Blackall	Presumed
Saleyards	Evora Road, Blackall	No asbestos detected
Showgrounds Residence	Salvia Street, Blackall	Presumed
SES Shed – Blackall	Blackall Showgrounds	Presumed
Sewerage Treatment		Presumed
Showgrounds	Salvia Street, Blackall	Presumed
House	87 Thistle Street, Blackall	Presumed
House	90 Thistle Street, Blackall	Presumed
House	97 Thistle Street, Blackall	Presumed
House	139 Thistle Street, Blackall	Presumed
Public Amenities	Short Street, Blackall	Presumed
Aerodrome		Presumed
House	9 Acacia Street, Blackall	Presumed
Units	7 Bedford Street, Blackall	No asbestos detected
Units	11 Bedford Street, Blackall	No asbestos detected
Blackall Administration Office	6 Coronation Drive, Blackall	Presumed
Blackall Historical Society	Short Street, Blackall	No asbestos detected

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Blackall-Tambo
Regional Council

Asbestos Management Procedure

Property	Address	Asbestos
Cultural Centre	Hawthorn Street, Blackall	No asbestos detected
Blackall Works Depot	Rose Street, Blackall	No asbestos detected
House	Blackall Saleyards	Presumed
Blackall Library and VIC	Shamrock Street, Blackall	No asbestos detected
Living Arts Centre	Hawthorn Street, Blackall	Presumed
House	22 Mimosa Street, Blackall	No asbestos detected
Memorial Hall	Short Street, Blackall	Presumed
House	13 Myrtle Street, Blackall	No asbestos detected
Neighbourhood Centre	Shamrock Street, Blackall	Presumed
Old Theatre	Shamrock Street, Blackall	Presumed
Blackall Aquatic Centre	1 Salvia Street, Blackall	No asbestos detected
Tambo Administration Office	Arthur Street, Tambo	No asbestos detected
Units	24 Albert Street, Tambo	No asbestos detected
Units	27 Albert Street, Tambo	No asbestos detected
House	19 Arthur Street, Tambo	Presumed
Tambo Works Depot	Albert Street, Tambo	No asbestos detected
EE Parr Park	Arthur Street, Tambo	No asbestos detected
House	8 Edward Street, Tambo	Presumed
House	10 Edward Street, Tambo	Presumed
House	13 Edward Street, Tambo	Presumed
House	29 Edward Street, Tambo	Presumed
Football Grounds	Arthur Street, Tambo	No asbestos detected
Unit	6 Mitchell Street, Tambo	No asbestos detected
Unit	8 Mitchell Street, Tambo	No asbestos detected
House	11 Mitchell Street, Tambo	Presumed
Tambo Multipurpose Centre	Arthur Street, Tambo	No asbestos detected
Old Post & Telegraph Office	Arthur Street, Tambo	Presumed
Tambo Racecourse		No asbestos detected
Shire Hall	Arthur Street, Tambo	Presumed
House	7 Star Street, Tambo	Presumed
Tambo Childcare Centre	16 Star Street, Tambo	Presumed
Grassland Gallery	30 Arthur Street, Tambo	No asbestos detected
Tambo Aquatic Centre	35 William Street, Tambo	No asbestos detected
Tambo Library and Visitor Information Centre	9 Arthur Street, Tambo	No asbestos detected
Western Sports Complex	William Street, Tambo	No asbestos detected

7. RISK MANAGEMENT

Council is committed to managing risk, as defined by the International Standard ISO 31000:2018, in accordance with Council's adopted Enterprise Risk Management Strategy.

This procedure has been prepared to manage or modify risk exposures identified by Council in relation to asbestos containing materials in Council owned buildings.

These include, but are not limited to:

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Blackall-Tambo
Regional Council

Asbestos Management Procedure

- Ensuring AMPs are established and maintained and that these clearly define management processes required to ensure that ACM is not damaged or deteriorates to such an extent that asbestos fibres above that of normal ambient levels (typically <0.01 fibre/millilitre of air)
- Ensuring that the AMPs are reviewed at least once every 5 years
- Ensuring that employees, contractors and other service providers comply with legislative requirements and follow the requirements of the AMPs
- Ensuring the asbestos registers are updated
- Identifying additional asbestos.

8. DEFINITIONS

ACM	Asbestos Containing Materials
AMP	Asbestos Management Plan
Asbestos Removalist	Means a competent person who performs asbestos removal work. Note: An asbestos removalist is licensed under the Work Health and Safety Regulation 2011.
Clearance Inspection	Means an inspection, carried out by a competent person, to verify that an asbestos work area is safe to be returned to normal use after work involving the disturbance of ACM has taken place. A clearance inspection must include a visual inspection, and may also include clearance monitoring and/or settled dust sampling.
Competent Person	Mean a person possessing adequate qualifications, such as suitable training and sufficient knowledge, experience and skill for the safe performance of the specific work. More information can be found at www.asbestos.qld.gov.au/removing-or-disturbing-asbestos/clearance-inspections
Nominated Supervisor	Nominated supervisors for class A asbestos removal work must <ul style="list-style-type: none"> • Be at least 18 years old • Have at least three years of relevant industry experience following the completion of the relevant qualification • Have certification in CPCCDE3015A Remove friable asbestos and CPCCBC4051A Supervise asbestos removal.

9. REFERENCES

- *Work Health and Safety Act 2011*
- *Work Health and Safety Regulation 2011*
- *Work Health and Safety (Codes of Practice) Notice 2022*
- *How to manage and control asbestos in the workplace Code of Practice 2021*

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COUNCIL MEETING DATE: 16 August 2023

Item No: 5.9

**SUBJECT HEADING: Western Queensland Alliance of Councils – 2023
Review of Local Government Council
Categorisation, Submission to the Consultation
Paper**

Author and Officer's Title: Des Howard, Chief Executive Officer

CLASSIFICATION: (if confidential)

Summary: The Local Government Regulation Remuneration Commission is conducting a review on categories of Council's for mayor and councillor remuneration. The Western Queensland Alliance of Councils has provided a submission to the consultation paper.

Officer's Recommendation: That Council receive the Western Queensland Alliance of Council's submission to the consultation paper for the 2023 review of local government council categorisation.

Background

The Western Queensland Alliance of Councils (WQAC) consists of the North West Queensland Regional Organisation of Councils, the Remote Area Planning and Development Board, the South Western Queensland Regional Organisation of Councils which represent 23 Queensland councils.

WQAC has prepared a joint submission, on behalf of the 23 councils, to the Local Government Remuneration Commission's review.

The Remuneration Commission currently applies 8 remuneration categories with the majority of WQAC council in Category 1, with Mount Isa City Council in Category 2 and Maranoa Regional Council in Category 3.

WQAC commissioned AEC Group to prepare a submission to the questions in the consultation paper. The details of the WQAC responses are contained in the submission, attached to this report.

Link to Corporate Plan

Governance

Outcome 3 – Leadership – Responsible leadership with informed and transparent decision making.

Outcome 4 – Financial – Manage Council's finances responsibly and sustainably.

Consultation (internal/external)

CEO

WQAC

Policy Implications

Councillor Remuneration Policy

Budget and Resource Implications

Nil

Risk 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

Nil



A united voice for all of Western Queensland



Western Queensland Alliance of Councils



2023 Review of Local Government Council Categorisation

Submission to the Consultation Paper

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EXECUTIVE SUMMARY

The North West Queensland Regional Organisation of Councils (NWQROC), the Remote Area Planning and Development Board (RAPAD) and the South West Queensland Regional Organisation of Councils (SWQROC) collectively form the Western Queensland Alliance of Councils (WQAC) which represents 23 Queensland councils.

WQAC has prepared a joint submission on behalf of these 23 councils to the Local Government Remuneration Commission's (the Commission) review of local government council categorisation for the purposes of setting remuneration for mayors, deputy mayors and councillors to ensure that an amended categorisation framework appropriately considers the circumstances of WQAC councils.

The following summarises the general view of the WQAC councils that provided input into this submission:

- WQAC councils generally **support the case for change** from the existing categorisation framework.
- WQAC councils generally **support the proposed guiding principles** used to develop the category framework, subject to the framework:
 - Delivering consistency and transparency in the categorisation of councils.
 - Considering the special characteristics of WQAC councils.
 - Considering the relative time commitments of elected members across different councils.
- WQAC councils generally **do not agree with operating revenue as the primary criterion** for categorising councils on the basis that it does not appropriately reflect the relative level of effort and the relative responsibilities of elected members across different councils and can fluctuate wildly due to external factors such as the timing of grant payments and the financial treatment of disaster funding.
- **Operating expenditure may be included as one criterion instead of operating revenue** but would need to be averaged over five to ten years to smooth out annual fluctuations. Further, the Commission must ensure consistent treatment of expenditure items (e.g., disaster recovery works) if using operating expenditure to ensure consistent treatment of different councils within the categorisation framework.
- The proposed criteria of **population dispersion and the SEIFA index appear to be reasonable criteria** (not necessarily as adjusting sub-criteria) as the required distances to be travelled and degree of social disadvantage impact councillor effort.
- The proposed criterion of **population growth is not an appropriate criterion** as local government areas with stagnant or declining population levels face pressures and increased responsibilities in attracting and retaining residents and workers in their regions through infrastructure and policy responses.
- WQAC councils generally **support the inclusion of industry impacts** to be considered as part of the categorisation framework, but it is acknowledged that such impacts are difficult to measure on an equitable basis. Further, other factors also need to be considered such as the provision of additional essential services by smaller councils and the impact of remoteness on elected members in the WQAC region (e.g., travel time to attend meetings in metropolitan areas).
- **While operating expenditure is considered a superior criterion to operating revenue, it will still not adequately reflect elected member level of effort or responsibility.** The scope and scale of the responsibilities and statutory obligations of, and demands on, elected members in smaller local government areas are not dissimilar to those of elected members in larger local government areas as all councils have the same responsibilities under the Local Government Act and Local Government Regulation. In fact, the responsibilities of, and demands on, elected members in smaller local government areas can be greater than elected members in larger local government areas due to reduced resources and a greater breadth and complexity of services at the operational level. Put simply, smaller councils have to do more with less revenue as they have a wider breadth of demands from local communities as a consequence of service provision gaps/failures by the private sector and other levels of government that must be filled.

- The categorisation framework **must consider a range of other factors in setting the number of categories and relative remuneration levels rather than the proposed adjusting factors at the margin**, such as the greater breadth and complexity of services at the operational level for smaller councils versus larger councils, in addition to the fact that the legislated role (and therefore responsibilities and time commitments) of an elected member is the same for smaller councils and larger councils.

One of the most significant issues for smaller councils is that the level of remuneration for elected members is generally not sufficiently attractive to those of working age for roles which are a full-time responsibility. The base level of remuneration for any council should be sufficient to attract the best possible candidates, whilst ensuring their usual roles in society are able to be backfilled to ensure proper focus and dedication to both the elected member role and their usual role. All elected members should be provided with fair remuneration if they perform their roles appropriately.

It appears as though the Commission is looking to implement a categorisation framework based purely on published data, thereby limiting its flexibility to ensure fair and equitable council categorisation that reflects the relative level of effort and the responsibilities of elected members. Care should be taken that the categorisation framework does not place ease of administration over the need for true analysis and appreciation of the role of elected members including the challenges and nuances of those councils challenged by distance, lack of essential services provided by other parties and a lack of revenue raising opportunities.

The additional roles and responsibilities of elected members in smaller, rural/remote communities are clearly evident and should not be ignored but cannot be readily quantified nor are they reflected in published data. They are relevant in assessing the relative level of effort and the responsibilities of elected members which should inform level of remuneration. If these factors are not considered within the categorisation framework, in what way would the Commission's remuneration setting pick up on them? It would be flawed, inequitable and unjust to discount the value of elected members in smaller, rural/remote councils simply based primarily on the level of revenue generated.

The preferred solution for WQAC councils would be to flatten the remuneration structure and categorisation framework to reduce the number of categories and the extent of the differentials across categories, which would be more reflective of the relative level of effort and responsibility and therefore more equitable. The proposed categorisation framework including 18 categories appears to be more complex than the current 8 categories and does not appear to be simple and easy to understand. Flattening the remuneration structure would be much simpler and easier to understand. It is important to note that State members receive the same salary irrespective of location unless they hold higher responsibilities/roles. In fact, State members in regional, rural and remote areas generally receive additional allowances to those in metropolitan areas.

INTRODUCTION

The North West Queensland Regional Organisation of Councils (NWQROC), the Remote Area Planning and Development Board (RAPAD) and the South West Queensland Regional Organisation of Councils (SWQROC) collectively forms the Western Queensland Alliance of Councils (WQAC) which represents the 23 councils highlighted in the table below.

List of WQAC Councils

NWQROC (10/23)	RAPAD (7/23)	SWQROC (6/23)
Burke Shire Council	Barcaldine Regional Council	Balonne Shire Council
Carpentaria Shire Council	Barcoo Shire Council	Bulloo Shire Council
Cloncurry Shire Council	Blackall Tambo Regional Council	Maranoa Regional Council
Croydon Shire Council	Boulia Shire Council	Murweh Shire Council
Doomadgee Aboriginal Shire Council	Diamantina Shire Council	Paroo Shire Council
Etheridge Shire Council	Longreach Regional Council	Quilpie Shire Council
Flinders Shire Council	Winton Shire Council	
McKinlay Shire Council		
Mount Isa City Council		
Richmond Shire Council		

The Commission presently applies 8 remuneration categories. The majority of WQAC councils are in Category 1 (21/23), with Mount Isa City Council in Category 2 and Maranoa Regional Council in Category 3.

WQAC councils face challenges that are typically more extreme than councils in other parts of Queensland due to remoteness (vast distances); stagnant or declining populations and low rateable property bases; social disadvantage; workforce attraction and retention problems; inadequate infrastructure and deficient funding support from other levels of government – a summary profile of the WQAC region can be located here: <https://wgac.com.au/s/WQAC-Economic-Profile-2021.pdf> (excluding Croydon which only recently joined WQAC).

WQAC has prepared a joint submission responding to the questions included in the 2023 review of local government council categorisation consultation paper provided by the Commission.

AEC Group was commissioned to assist the WQAC in preparing a submission responding to the questions posed in the consultation paper, including facilitation of input and responses from WQAC councils on the consultation paper questions, and more specifically any other potential improvements/alternatives that may enhance the proper categorisation of WQAC councils.

The process underlying the development of the draft submission content was as follows:

- Preparation and distribution of a survey instrument to all WQAC Councils detailing the content of the consultation paper and issues for consideration and comment.
- Receipt of surveys from WQAC council respondents and preparation of a draft submission.
- Discussion of draft submission content at a WQAC Leadership Group meeting.
- Completion of second draft submission and distribution to all WQAC Councils for review and comment.
- Completion of final draft submission and distribution to the WQAC Leadership Group for approval.
- Completion and lodgement of final submission.

Should you have any queries in relation to this submission, please do not hesitate to contact:

Greg Hoffman PSM
Executive Officer, NWQROC
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leadershipgroup@wgac.com.au

Gavin O'Donovan
Technical Director, Strategic Finance, AEC Group
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CASE FOR CHANGE AND REVIEW OBJECTIVES

- The review is occurring because:
 - There has not been a review of the categorisation framework since 2015.
 - Current categorisation is not based on well-defined criteria and may not sufficiently achieve objectively, consistency and transparency against the legislative criteria by which Councils are allocated to categories.
 - Thresholds and metrics underpinning categorisation require modernisation.
 - The categorisation framework is not published, nor is it transparent.
 - There is difficulty in assessing ad hoc Council submissions seeking changes in their categorisations on a fair and equitable basis.
 - Council submissions to the Commission indicate a need for a categorisation framework based on a clear, repeatable and documented process supported by clear metrics.
- The objectives of the review include:
 - Fair, equitable, measurable and transparent categorisation framework.
 - Balancing the requirement to differentiate between Councils with the need for simplicity.
 - Support the attraction and retention of high quality mayors, deputy mayors and councillors and an effective local government sector, while also supporting financially sustainable Councils.
 - A contemporary categorisation framework that is fit for purpose and can be adjusted over time to respond to significant sectoral challenges.

Do you support the case for change from the existing categorisation framework?

WQAC councils generally support the case for change from the existing categorisation framework, subject to the following comments:

- The amended categorisation framework results in consistent treatment of similar councils and does not result in councils being re-categorised on a regular basis (e.g., fluctuations in revenue or expenditure from year to year do not result in regular changes in categorisation).
- The amended categorisation framework is based on well-defined criteria, the criteria are reasonably simple and the criteria are published/transparent.
- The categorisation framework should be continually reviewed to ensure continued relevancy and council confidence in the process.

GUIDING PRINCIPLES

- The following guiding principles for the categorisation framework are proposed by the Commission:
 - **Legislative Compliance** – criteria are consistent with legislative requirements.
 - **Measurable Criteria** – criteria are clearly defined and easy to measure, assess and explain (limited use of qualitative measures).
 - **Easy to Assess Measures** – evidence-based data from authoritative sources drives categorisation.
 - **Transparent, Fair and Equitable** – easy to understand framework with consistent, fair and equitable categorisation outcomes.
 - **Flexible and Future Proofed** – sufficient flexibility to consider and implement framework variations to cater for changed circumstances.

Do you agree with the guiding principles used to develop the category framework? If no, what would you propose for inclusion and does this meet the legislative requirements?

WQAC councils generally support the proposed guiding principles used to develop the category framework, subject to the following comments:

- The framework must promote consistency and transparency in the categorisation of councils.
- The framework must consider the special characteristics of Queensland councils, including regional profile, geography, socio-demographic characteristics, scale and scope of decision making and infrastructure and service provision, and other local factors.
- The framework (and level of remuneration) must appropriately recognise the relative time commitments required to effectively fill the role of an elected member, including the financial opportunity cost to the individual.

In its response, Balonne Shire Council provided the following additional commentary in support of the final dot point above:

- The measurable criteria should be *consistent with both encouraging a diverse range of candidates to serve on Council and more appropriately recognising the necessary work and time contribution of those elected to the role.* (Victorian Independent Remuneration Tribunal (2022a), p. 121.)
- The LGNSW submission in 2021 noted that the latest profile of NSW councillors (prepared by the Office of Local Government) found that councillors were largely retired, semi-retired or independently wealthy, suggesting that the role of a councillor is not sufficiently attractive given required time commitments as a full-time role with those needing to earn a living.
- The current proposed framework does not have regard to the complexity of the role or the number of hours per week required to fulfil an elected member's role, particularly the mayor's role. The number of hours per week can vary and for the mayor can, on average, exceed a normal full-time employment workload to fulfil duties including after hours and weekend commitments for community events.
- Recognition should also be given to the loss of superannuation entitlements for those having to forego their current employment and/or engage others to supplement their own business if taking on the role of a councillor.
- Currently, the time commitments associated with the role of a councillor is realistically only accessible to those with appropriate personal financial circumstances to commit and a review of the categorisation framework to include additional considerations such as time commitments and appropriate levels of remuneration may assist in attracting a more diverse range of candidates, broaden the skill pool of potential future councillors, and lead to better community representation.

PROPOSED CRITERIA

- The proposed criteria for the categorisation framework are:
 - Revenue** – proxy for the scale/complexity of council operations and the range of services provided.
 - Population/Geography** – reflective of the legislative requirements.
 - Population Growth** – given the impact on planning and infrastructure development.
 - Socio-economic Status** – accounts for the differences in complexities of Councils with different levels of socio-economic advantage or disadvantage.
 - Industry Impacts** – impacts the complexity and demands of council operations.
- While councils have requested innovation and range of services be included, there are limitations in consistent measurement and some services are captured in the revenue criterion.
- Operating revenue is the primary criterion as it is deemed to best reflect the size of land, population demographics and extent of service delivery required to be met by council and is not subject to fluctuations, with the remaining criteria reflecting factors not captured by revenue but which do impact the complexity and demands placed on a council.
- There are 6 main categories (driven by revenue thresholds of ≤\$50 million, >\$50-\$125 million, >\$125-\$250 million, >\$250-\$500 million, >\$500 million-\$1 billion and >\$1 billion), each with low, medium and high bands driven by the 'adjusting criteria' of population/geography, population growth, socio-economic status and industry impacts (if included), resulting in up to 18 remuneration bands in total.
- A rating scale is proposed for the following two population criteria based on thresholds informed by the actual spread of measures across all councils:
 - Population Dispersion – considers both population and demography and measures the average distance of small towns/centres from the primary town/centre to reflect travel demands.
 - Population Growth – historical and projected population growth over a 10-year period to reflect planning and infrastructure development effort of a Council.
- Socio-Economic Indexes for Areas (SIEFA) is proposed to reflect the level of socio-economic advantage or disadvantage of the local government area.

CRITERIA		KEY MEASURE (SOURCE)	RATING SCALE
PRIMARY CRITERION	Revenue	Total operating revenue (Source: Council's Financial Statements)	6 revenue categories (refer further detail under "Primary criterion thresholds" heading below)
ADJUSTING CRITERIA	Population/ Geography	Population dispersion based on total average distance from primary centre (calculated as average km of small centres from primary centre multiplied by number of small places based on scaled count score (Source: QGSO))	Application of adjusting criteria is used to differentiate councils based on these four elements. within the primary criteria band.
	Projected population growth	Annualised population growth based on the previous 5 years and projected 5 years (Source: QGSO)	
	Socio-Economic Status	SEIFA index of relative socio-economic disadvantage decile (Source: ABS)	
	Industry Impacts (if included)	Qualitative measure: level of complexity and involvement required of Council in managing negotiations and stakeholder / community interests, and impacts on Council infrastructure planning and development, because of key industries and developments. Source: Proposed that councils would need to demonstrate how they meet the criterion. This would also require a qualitative assessment by the Commission.	

Do you agree with revenue being the primary criterion for categorising councils?

WQAC councils generally do not agree with operating revenue being the primary criterion for categorising councils as it places too much emphasis on revenue in assessing the role and level of effort and responsibility of elected members across all Queensland councils. For smaller councils, operating revenue is unlikely to reflect level of effort and the range of services provided to local communities as it is heavily dependent on external grant funding and can often be lesser than the level of operating expenditure incurred.

Further, the Financial Assistance Grants represent a substantial component of operating revenue for smaller councils and the timing of receipt of these operating grants is variable and unreliable – 100% advance payment of these grants to smaller councils could see them move to a different category and if the same level of grant is not received in the subsequent categorisation period, they would move back to their original category.

Operating revenue (and therefore council categorisation) will also be significantly impacted by other variable and unpredictable external operating revenue items including disaster recovery and flood damage payments, an issue which is exacerbated by the fact that some councils treat such income as operating and others treat such income as capital, creating potential categorisation inconsistencies across councils.

Do you support the proposed revenue thresholds? If no, what thresholds do you propose (including rationale)?

The categorisation framework appears targeted at categorising councils using the proposed revenue thresholds based on a private sector work value determination methodology, where higher 'business' (Council) revenues reflect a larger organisation and therefore greater levels of responsibility for directors (elected members). No justification has been provided by the Commission on why the proposed revenue thresholds have been selected.

The implication within the consultation paper is that operating revenue adequately reflects the relative scale and scope of services provided by all Queensland councils and therefore the value of the roles and responsibilities of elected members. However, this is not the case as councils with significant funds can engage experts and service providers to assist their decision making and service delivery while councils with funding shortages are not afforded that luxury. In short, more money does not always relate to greater roles and responsibilities for elected members.

Under the proposed revenue thresholds, the majority of WQAC councils would generally be Category A Councils (from current Category 1 councils) excluding Mount Isa City Council and Maranoa Regional Council which would be Category B Councils (from a Category 2 council and a Category 3 council, respectively). However, there would be instances where other WQAC councils move from Category A to Category B (and vice versa) due to disaster grant funding, Main Roads contract works and/or changes in the timing of Federal Assistance Grant funding. Using annual operating revenue without some form of smoothing would see some councils move up and down within categories depending on external decisions at the time of categorisation.

The table on the following page outlines the operating revenue and operating expenditure for WQAC councils to identify where each council would fit under the proposed operating revenue thresholds using 2020/21 and 2021/22 actual operating revenues.

In its response, Balonne Shire Council indicated that it does not support the operating revenue thresholds proposed as the majority of councils currently in category 1 would remain the same and be in the proposed category A.

Western Queensland Alliance of Councils – Local Government Council Categorisation

Council	Operating Revenue		Operating Expenditure		Operating Position	
	2021/22	2020/21	2021/22	2020/21	2021/22	2020/21
NWQROC						
Burke	\$ 17,574	\$ 13,522	\$ 21,302	\$ 17,907	-\$ 3,728	-\$ 4,385
Carpentaria	\$ 64,252	\$ 77,400	\$ 72,833	\$ 80,326	-\$ 8,581	-\$ 2,926
Cloncurry	\$ 33,338	\$ 33,516	\$ 38,546	\$ 40,100	-\$ 5,207	-\$ 6,584
Croydon	\$ 29,457	\$ 13,984	\$ 26,708	\$ 13,390	\$ 2,749	\$ 594
Doomadgee	n.a.	\$ 12,969	n.a.	\$ 12,232	n.a.	\$ 736
Etheridge	\$ 36,994	\$ 22,901	\$ 36,324	\$ 23,273	\$ 670	-\$ 372
Flinders	\$ 48,856	\$ 52,426	\$ 42,018	\$ 38,718	\$ 6,838	\$ 13,708
McKinlay	\$ 18,718	\$ 18,479	\$ 17,746	\$ 18,381	\$ 972	\$ 98
Mount Isa	\$ 67,652	\$ 64,831	\$ 68,859	\$ 67,454	-\$ 1,206	-\$ 2,623
Richmond	\$ 21,959	\$ 26,698	\$ 24,084	\$ 27,380	-\$ 2,125	-\$ 682
RAPAD						
Barcaldine	\$ 44,411	\$ 35,723	\$ 41,377	\$ 39,738	\$ 3,034	-\$ 4,015
Barcoo	\$ 24,674	\$ 24,871	\$ 25,571	\$ 31,669	-\$ 896	-\$ 6,798
Blackall-Tambo	\$ 38,890	\$ 32,030	\$ 34,628	\$ 31,959	\$ 4,261	\$ 71
Boulia	\$ 14,312	\$ 9,603	\$ 17,282	\$ 15,772	-\$ 2,970	-\$ 6,169
Diamantina	\$ 24,701	\$ 29,386	\$ 29,627	\$ 24,728	-\$ 4,926	\$ 4,658
Longreach	\$ 45,832	\$ 45,404	\$ 46,902	\$ 46,949	-\$ 1,070	-\$ 1,545
Winton	\$ 24,855	\$ 22,955	\$ 25,800	\$ 24,665	-\$ 945	-\$ 1,709
SWQROC						
Balonne	\$ 67,063	\$ 48,499	\$ 70,631	\$ 52,416	-\$ 3,568	-\$ 3,917
Bulloo	\$ 27,672	\$ 21,910	\$ 29,138	\$ 23,609	-\$ 1,466	-\$ 1,699
Maranoa	\$ 94,780	\$ 92,165	\$ 92,088	\$ 86,517	\$ 2,692	\$ 5,648
Murweh	\$ 28,038	\$ 28,208	\$ 32,016	\$ 31,048	-\$ 3,978	-\$ 2,840
Paroo	\$ 41,761	\$ 30,579	\$ 40,120	\$ 31,204	\$ 1,641	-\$ 626
Quilpie	\$ 30,223	\$ 31,969	\$ 28,479	\$ 33,892	\$ 1,745	-\$ 1,923

Notes: Revenue amounts greater than \$50 million have been highlighted.

Carpentaria and Balonne significantly impacted by disaster recovery grant funding.

Do you support the adjusting criteria identified in this paper?

It is unclear how the adjusting criteria will be applied to determine categorisation and the differential in remuneration for 'low', 'medium' and 'high' sub-categorisation. If the proposed adjusting criteria will only alter remuneration levels at the margin, their value as adjusting criteria may be questioned. However, some of the criteria beyond operating revenue are considered key criteria relating to council effort and responsibility. As such, it is extremely difficult to make informed comment on the appropriateness of the adjusting criteria and their use. Additional information would be required from the Commission on these aspects for WQAC councils to make informed comment.

At face value, population dispersion (e.g., distances between townships) appears to be a reasonable and key criterion as the larger the local government area the more time commitment required by elected members to effectively represent their constituents.

The SEIFA index of relative socio-economic disadvantage decile appears to be a reasonable and key criterion as those councils in more disadvantaged areas require greater effort in developing and implementing policy responses, increasing roles and workloads.

Population growth is definitely not considered an appropriate criterion as local government areas with stagnant or declining population levels face pressures and increased responsibilities in attracting and retaining residents and workers in their regions through infrastructure and policy responses. Inclusion of population growth would clearly favour larger councils over smaller councils and misrepresent the relative level of effort for elected members.

Do you agree with the proposed criteria for the categorisation framework? What criteria would you propose for inclusion within the framework and/or what criterion/criteria should be considered the primary criterion/criteria? Are there other accessible factors/metrics that are not included in the proposed model?

As previously outlined, WQAC councils generally do not agree that operating revenue should be the primary criterion for determining the relative level of remuneration for elected members.

Operating expenditure (including depreciation) is a better measure of level of effort and the range of services provided to local communities than operating revenue but it will also be impacted by inconsistencies in the financial treatment of certain types of expenditure (e.g., flood damage and disaster recovery works). Operating expenditure, if used, would need to be averaged over five or so years and consistent treatment of expenditure items would need to be guaranteed to ensure consistent treatment of different councils within the categorisation framework.

While considered superior to operating revenue, operating expenditure will still not adequately reflect elected member level of effort or responsibility. This is because the scope and scale of the responsibilities and statutory obligations of, and demands on, elected members in smaller local government areas are not dissimilar to those of elected members in larger local government areas as all councils have the same responsibilities under the Local Government Act and Local Government Regulation.

In fact, the responsibilities of, and demands on, elected members in smaller local government areas can be greater than those of elected members in larger local government areas, as the roles are often 24/7 and there is minimal resourcing support to assist. Most elected members in smaller local government areas have a greater level of interaction and engagement with their local communities and 'do the work' on the front line rather than being able to delegate responsibilities to other council resources. Many WQAC Councils have also been disaster declared for extended periods, with elected members being subject to considerable stress in ensuring the safety and security of their local communities and economies. Such responsibilities are obligatory and not optional.

Further, the breadth and complexity of services at the operational level for smaller councils is greater than for larger councils, with greater responsibility for essential services or 'community service obligations' provided in the form of health, education, housing, crime, childcare, aged care, advocacy and other services (e.g., post office, Centrelink/QGAP, banking) to sustain their local communities. Put simply, smaller councils have to do more with less revenue as they have a wider breadth of demands from local communities as a consequence of service provision gaps/failures by the private sector and other levels of government that must be filled.

In its submission to the recent Queensland Local Government Grants Commission, WQAC provided examples of essential services provided by selected WQAC councils to represent the additional roles and responsibilities required of smaller, rural/remote councils. These examples are provided as Appendix A to this submission. Within the proposed categorisation framework, there is no consideration of these special circumstances and additional roles and responsibilities of smaller councils all of which require a greater level of governance from elected members.

In its response, Balonne Shire Council indicated that minimum remuneration for elected members should reflect the number of hours performed as all councils are subject to the same legislation and have the same obligations. It suggests complexity is actually increased for smaller, rural/remote councils to do more with less and provide services that other councils do not perform and just considering revenue, population and industry impacts will not reflect this.

In its response, Mount Isa City Council indicated that that clear evaluation of the relative workloads for the roles of elected members on an individual council basis is required rather than a 'broad brush' categorisation framework. It also indicated that it is difficult to determine how it would be treated relative to other councils within the categorisation framework as a centralised city with 1% of its population in the outlying areas relate to numerous decentralised townships and villages as indicated in other current category 2 councils and proposed category B councils.

In its response, Cloncurry Shire Council indicated that its elected members gave strongest support for the Commission to consider the following measures in the categorisation framework: revenue, population, non-residence workforce population (as a measure of industry impact), services provided and number of regulated assets, the nature and volume of industries in the local government area and disaster impacts. With respect to

the number of regulated assets/services, it also compared its operations to that of Mount Isa City Council and noted that it had greater responsibilities relating to its airport, childcare facility, saleyards facility, a dam and the provision of water services.

Council feedback has previously included a request for potential inclusion of industry impacts to be considered as part of a category framework – how would you review and assess industry impacts to develop an equitable, clear and repeatable criterion that can be included in a state-wide framework?

WQAC councils generally support the inclusion of industry impacts to be considered as part of the categorisation framework, but it is acknowledged that such impacts are difficult to measure on an equitable basis. Further, other factors also need to be considered such as the provision of additional essential services by smaller councils and the impact of remoteness on elected members in the WQAC region (e.g., travel time to attend meetings in metropolitan areas).

In its response, Cloncurry Shire Council indicated that its major industry impact is from mining and there are a number of measurable metrics available to determine impact, including:

- Special Rates applied to mining operations and Road User/Compensation Agreements.
- Number of mines in operation and number of workers (<https://www.data.qld.gov.au/dataset/quarterly-mines-and-quarries-safety-statistics-data/resource/9722bfd4-9618-4b52-95de-e7c8f03cfd6b>).
- Non-resident workforce numbers, capturing mining and agriculture (FIFO and work camps).

In its response, Longreach Regional Council indicated that the inclusion of industry impacts should not be considered an integral component of the categorisation framework but may be considered by the Commission by exception only, i.e., if a council wishes for its industry impacts to be considered it may make a submission to the Commission for consideration.

In its response, Balonne Shire Council indicated that while industry impacts do add a level of complexity, declining population and the need for innovative economic development places additional demands on our elected members to encourage industry and retain population.

In its response, Mount Isa City Council indicated that the inclusion of industry impacts would be beneficial to reflect level of effort.

SUMMARY OUTCOMES

The following summarises the general view of the WQAC councils that provided input into this submission:

- WQAC councils generally **support the case for change** from the existing categorisation framework.
- WQAC councils generally **support the proposed guiding principles** used to develop the category framework, subject to the framework:
 - Delivering consistency and transparency in the categorisation of councils.
 - Considering the special characteristics of WQAC councils.
 - Considering the relative time commitments of elected members across different councils.
- WQAC councils generally **do not agree with operating revenue as the primary criterion** for categorising councils on the basis that it does not appropriately reflect the relative level of effort and the relative responsibilities of elected members across different councils and can fluctuate wildly due to external factors such as the timing of grant payments and the financial treatment of disaster funding.
- **Operating expenditure may be included as one criterion instead of operating revenue** but would need to be averaged over five to ten years to smooth out annual fluctuations. Further, the Commission must ensure consistent treatment of expenditure items (e.g., disaster recovery works) if using operating expenditure to ensure consistent treatment of different councils within the categorisation framework.
- The proposed criteria of **population dispersion and the SEIFA index appear to be reasonable criteria** (not necessarily as adjusting sub-criteria) as the required distances to be travelled and degree of social disadvantage impact councillor effort.
- The proposed criterion of **population growth is not an appropriate criterion** as local government areas with stagnant or declining population levels face pressures and increased responsibilities in attracting and retaining residents and workers in their regions through infrastructure and policy responses.
- WQAC councils generally **support the inclusion of industry impacts** to be considered as part of the categorisation framework, but it is acknowledged that such impacts are difficult to measure on an equitable basis. Further, other factors also need to be considered such as the provision of additional essential services by smaller councils and the impact of remoteness on elected members in the WQAC region (e.g., travel time to attend meetings in metropolitan areas).
- **While operating expenditure is considered a superior criterion to operating revenue, it will still not adequately reflect elected member level of effort or responsibility.** The scope and scale of the responsibilities and statutory obligations of, and demands on, elected members in smaller local government areas are not dissimilar to those of elected members in larger local government areas as all councils have the same responsibilities under the Local Government Act and Local Government Regulation. In fact, the responsibilities of, and demands on, elected members in smaller local government areas can be greater than elected members in larger local government areas due to reduced resources and a greater breadth and complexity of services at the operational level. Put simply, smaller councils have to do more with less revenue as they have a wider breadth of demands from local communities as a consequence of service provision gaps/failures by the private sector and other levels of government that must be filled.
- The categorisation framework **must consider a range of other factors in setting the number of categories and relative remuneration levels rather than the proposed adjusting factors at the margin**, such as the greater breadth and complexity of services at the operational level for smaller councils versus larger councils, in addition to the fact that the legislated role (and therefore responsibilities and time commitments) of an elected member is the same for smaller councils and larger councils.

One of the most significant issues for smaller councils is that the level of remuneration for elected members is generally not sufficiently attractive to those of working age for roles which are a full-time responsibility. The base level of remuneration for any council should be sufficient to attract the best possible candidates, whilst ensuring their usual roles in society are able to be backfilled to ensure proper focus and dedication to both the elected member role and their usual role. All elected members should be provided with fair remuneration if they perform their roles appropriately.

It appears as though the Commission is looking to implement a categorisation framework based purely on published data, thereby limiting its flexibility to ensure fair and equitable council categorisation that reflects the relative level of effort and the responsibilities of elected members. Care should be taken that the categorisation framework does not place ease of administration over the need for true analysis and appreciation of the role of elected members including the challenges and nuances of those councils challenged by distance, lack of essential services provided by other parties and a lack of revenue raising opportunities.

The additional roles and responsibilities of elected members in smaller, rural/remote communities are clearly evident and should not be ignored but cannot be readily quantified nor are they reflected in published data. They are relevant in assessing the relative level of effort and the responsibilities of elected members which should inform level of remuneration. If these factors are not considered within the categorisation framework, in what way would the Commission's remuneration setting pick up on them? It would be flawed, inequitable and unjust to discount the value of elected members in smaller, rural/remote councils simply based primarily on the level of revenue generated.

The preferred solution for WQAC councils would be to flatten the remuneration structure and categorisation framework to reduce the number of categories and the extent of the differentials across categories, which would be more reflective of the relative level of effort and responsibility and therefore more equitable. The proposed categorisation framework including 18 categories appears to be more complex than the current 8 categories and does not appear to be simple and easy to understand. Flattening the remuneration structure would be much simpler and easier to understand. It is important to note that State members receive the same salary irrespective of location unless they hold higher responsibilities/roles. In fact, State members in regional, rural and remote areas generally receive additional allowances to those in metropolitan areas.

APPENDIX A: Other Essential Service Provision to Local Communities (as 'provider of last resort')

AEC Group has undertaken numerous economic assessments of sustainable communities throughout Australia, with our assessments highlighting that council areas with a population of greater than 20,000 persons are most likely to record positive population growth and be self-sustaining. Council areas with fewer than 10,000 persons will generally face significant shortages in social infrastructure and service provision and are more likely to be unsustainable over time without appropriate intervention. All but two WQAC councils have populations of less than 10,000 persons.

An important consideration for estimating the cost of servicing smaller communities is the role that councils are forced to play in providing essential services that are non-traditional functions of councils to ensure communities are able to continue to function at a base level (not even the average standard) and to ensure that very small and remote communities are sustainable from a quality of life and liveability perspective.

Smaller councils in more remote areas are often forced to provide and/or subsidise services at a considerable cost that simply do not have to be considered by larger councils and councils in metropolitan areas as they are provided in an appropriate manner by other parties. In some instances, these services used to be provided by other parties, but have been withdrawn due to cost rationalisation/shifting by other levels of government or the private sector.

Examples of essential services provided by WQAC councils are included in the table below. The table is not meant to be exhaustive, but rather an indication as to the type and cost of service provision that generally does not have to be provided by larger councils due to appropriate provision by other levels of government and/or the private sector.

Examples of Essential Community Service Examples Provided, Funded or Subsidised by WQAC Councils

Service	Examples
Health	Blackall-Tambo - Support Mental Health programs - \$25k pa Blackall-Tambo - Support NDIS Services - \$115k pa Boulia - Provision of hall to facilitate fortnightly clinics for RFDS Bulloo - Construction and provision of dental clinic house \$400k one-off Carpentaria - Provision of local gyms \$125k pa Cloncurry - GP \$105k pa McKinlay - Community Health Nurse \$75k pa McKinlay - Provision of gym in Julia Creek \$20k pa Murweh - Medical, dental and transaction centres \$80k pa Quilpie - Health Promotions Officer & NDIS Officer (partially funded by Council) \$101k pa
Aged Care & Child Care	Barcaldine - Provision of low cost housing for pensioners \$10k pa Blackall-Tambo - Long day care service in Tambo \$202k pa Blackall-Tambo - Aged care housing \$80k pa Carpentaria - Child care services \$395k pa Carpentaria - Provision of pensioner housing \$240k pa Cloncurry - Child care and aged care services \$370k pa Flinders - Aged care and community care services Longreach - Operation of child care centre in lieu of private operators \$110k pa McKinlay - Child care services \$10k-\$50k pa McKinlay - Senior housing and community centre \$5k pa Murweh - Aged care housing \$90k pa Paroo - Child care, kindergarten and aged care services \$150k pa Quilpie - Aged pension accommodation \$59k pa loss Richmond - Day care and child care services \$80k pa Winton - Provision of aged care accommodation \$270k pa Winton - Operation of kindergarten and day care centre \$360k pa
Youth Services	Blackall-Tambo - Provide activities improve wellbeing in the youth \$124k pa
Education	Balonne - Provision of a Country University Centre \$35k pa Bulloo - School teachers to retain families \$30k pa + school extensions \$220k one-off Bulloo - Provision of scholarships and camps/excursions \$10k pa Cloncurry - School chaplaincy \$30k pa
Housing	Blackall-Tambo - Housing (9 units) for low income retirees - \$78k pa

Examples of Essential Community Service Examples Provided, Funded or Subsidised by WQAC Councils (continued)

Service	Examples
Community Services	<p> Balonne - Financial support to community groups \$25k pa Barcaldine - Funeral services in lieu of private operators \$100k pa Barcaldine - Provision of RTC Government services in Aramac (cost > grant provided) \$70k pa Barcaldine - Financial support to community groups \$210k pa Barcaldine - Provision of community care service in lieu of private operators \$60k pa Blackall-Tambo - Financial support to community groups \$205k pa Boulia - Financial support to community organisations \$110k pa Burke - Financial support to community groups \$35k pa Carpentaria - Financial contributions and in-kind support to community groups \$100k pa Cloncurry - CWA and PCYC \$130k pa Cloncurry - Financial support to community groups \$150k Flinders - Centrelink services Longreach - Financial support to community groups \$162k pa Maranoa - Centrelink and Smart Services QLD \$70k pa Maranoa - Financial support to community groups \$400k pa McKinlay - Financial support to community groups \$125k pa Mount Isa - Financial support to community groups \$480k pa Murweh - Financial support to community groups \$110k pa Paroo - Support for community programmes (e.g. HOPE) \$50k pa Paroo - Community donations and in-kind support to events \$150k pa Quilpie - Financial support to community groups \$45k pa Quilpie - Community bus for clubs to attend events, etc. \$10k pa Richmond - Financial support for community groups \$80k pa Winton - Financial support to community groups \$165k pa </p>
TV Transmission/ Digital Connectivity/ Communications	<p> Barcaldine - TV and radio retransmission \$25k pa Blackall-Tambo - Communications (including TV retransmission) >\$50k pa Boulia - Radio retransmission \$5k pa Burke - TV and radio retransmission \$40k pa Carpentaria - Retransmission of UFC TV channels and selected radio channels \$20k pa Maranoa - Contribution to NBN Regional Connectivity Program for Surat \$250k one-off McKinlay - Innovation Smart Hub (high speed internet) \$30k pa Murweh - TV and radio retransmission \$40k pa Paroo - TV transmission to 3 smaller towns \$40k pa Quilpie - TV retransmission \$40k pa Richmond - TV and radio retransmission \$80k pa </p>
Taxi Services	Blackall-Tambo - subsidy to taxi operator \$25k pa
Roadhouses	Barcoo - uneconomic roadhouse for local use and use by travellers \$200k pa
SES	<p> Balonne - SES \$15k pa + vehicle + supplement wages during event of local controller Quilpie - SES \$20k pa </p>
Banking	<p> Barcaldine - Operation of banks in 3 towns and ATMS in 2 towns \$200k pa Blackall-Tambo - Bank of QLD agency net cost in Tambo \$20k pa Richmond - Provision of ATM in Richmond \$5k pa + \$60k constrained </p>
Postal Services	<p> Barcaldine - Provision of postal services in Jericho \$25k pa Boulia - Post office \$205k pa Longreach - Post office in Ilfracombe \$70k pa Maranoa - Post office in Yuleba \$165k pa </p>
Land Development	<p> Mount Isa - Assistance with land development process as uneconomic \$550k Murweh - Industrial land development \$200k Richmond - Development/sale of land at a loss \$250k </p>

Examples of Essential Community Service Examples Provided, Funded or Subsidised by WQAC Councils (continued)

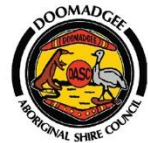
Service	Examples
Tourist Attraction	<p>Balonne - Visitor Information Centre + event grants \$210k pa</p> <p>Barcaldine - Cultural and historical attractions \$300k</p> <p>Barcaldine - Provision of tourist information centres \$320k pa</p> <p>Boulia - The Min Min Encounter, Boulia Heritage Complex \$515k pa</p> <p>Carpentaria - Visitor Information Centre \$255k pa</p> <p>Carpentaria - Barramundi Discovery Centre \$780k pa</p> <p>Carpentaria - Tourism events such as Outback by the Sea Festival \$110k pa</p> <p>Cloncurry - Visitor information centre \$325k pa</p> <p>Longreach - Visitor information centre \$540k pa</p> <p>McKinlay - At the Creek Information Centre \$235k pa</p> <p>Mount Isa - Outback @ Isa Tourist Centre \$2.15m pa</p> <p>Murweh - Cosmos Observatory + WWII attraction \$600k pa</p> <p>Quilpie - Visitor Information Centre (Quilpie town) \$290k pa</p> <p>Richmond - Provision of cultural and historical attractions \$250k pa</p> <p>Winton - Operation of Waltzing Matilda Centre and Outback Regional Gallery \$480k pa</p> <p>Winton - Tourism promotion activities \$600k pa</p>

Source: WQAC Councils.



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BLACKALL-TAMBO REGIONAL COUNCIL[Return to Agenda](#)**OFFICER REPORTS**

COUNCIL MEETING DATE: 16 August 2023

Item No: 5.10

**SUBJECT HEADING: Work Health and Safety Strategic Plan 2023-2026
and Work Health and Safety Policy – Policy
Statement**

Author and Officer's Title: Des Howard, Chief Executive Officer

CLASSIFICATION: (if confidential)

*Summary: Council is currently undertaking a review of its Work Health and Safety system.***Officer's Recommendation: That Council:**

1. **Adopt the Work Health and Safety Strategic Plan 2023-2026; and**
2. **Work Health and Safety Policy – Policy Statement.**

Background

Council has engaged consultants to assist with a review of its Work Health and Safety system. Part of the process includes reviewing Council's work health and safety policies, plans and procedures.

The Work Health and Safety Strategic Plan 2023-2026 has been developed and the Work Health and Safety Policy – Policy Statement has been revised.

The Strategic Plan sets out the plan for organisation and development of WHS programs to deliver the capabilities and improvements required to facilitate the plan onwards.

A copy of the Work Health and Safety Strategic Plan 2023-2026 and Work Health and Safety Policy – Policy Statement are attached to this report.

Link to Corporate Plan

Governance

Outcome 1 – Workforce – Council's workforce is trained and supported to competently manage themselves and their work.

Consultation (internal/external)

CEO

WHS Consultants

WHS Advisors

Policy Implications

Workplace Health and Safety Policy

Budget and Resource Implications

Nil

Risk Assessment

Risk Category	Risk Tolerance	Summary of Risks Involved	Risk Rating
Financial	Low	Nil	Low
Legal & Regulatory	Low	Compliant with Work Health and Safety legislation and aligns with Council's Corporate Plan 2020-2025.	Low
People	Low	The documents will assist council and staff with WHS.	Low
Operational	Medium	Council continuously strives to improve WHS for employees, contractors, volunteers and visitors.	Low
Environmental	Medium	Nil	Low
Strategic	Medium	Nil	Low
Ethical	Low	Nil	Low
Reputation	Low	Nil	Low
Leadership	Low	Nil	Low

Proposed Risk Treatment

Council's WHS systems will be consistently reviewed and revised to ensure a safe and healthy working environment is provided for employees, contractors, volunteers and visitors to our workplaces.



Blackall-Tambo Regional Council

Work Health and Safety Strategic Plan 2023 - 2026

Doc Number

Element 1.1

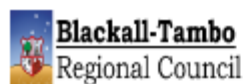


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EXECUTIVE SUMMARY

The Work Health and Safety (WHS) Strategy sets out the plan for organisation and development of WHS programs over the period 2023 to 2026, to deliver the capabilities and improvements required to facilitate the Blackall-Tambo Regional Council's (BRTC) Strategic Plan: 2023 onwards.

The WHS team commit to lead by example, act with integrity, demonstrate respect and deliver innovative solutions. We believe that success is engaging in a genuine conversation about WHS.

The three (3) key enabling programs of work that must be delivered, within the broader strategic framework, are:

- WHS Communications Plan
- Mental Health & Wellness Plan
- Safety Leadership Program

These three (3) programs of work are significant in body and will have a fundamental impact on the success of the WHS Strategy.

The implementation of this plan occurs through the central development of initiatives and programs of work, which then use SharePoint to provide actions to Council Employees. This will enable a coordinated and consistent approach that supports both the workforce needs as well as the Council's strategic objectives.

PURPOSE & OBJECTIVES

Our objective is to enable the BRTC Operational Plan by constructing a healthy and safe workforce. This plan is built on the BRTC Values of Communication, Fun, Potential, Courage, Safety and Commitment.

This plan identifies five (5) guiding principles which underpin all initiatives within this strategy.



OUR WORK HEALTH AND SAFETY STRATEGIC PILLARS

There are five (5) key pillars that underpin all the programs of work identified to realise the Work Health and Safety Strategic Plan 2023 - 2026. This Plan shall be reviewed on an annual basis to ensure that the objectives and programs of work still align with the overall BRTC vision and strategic objectives.



METHODOLOGY

The BRTC WHS Strategic Plan will be reinforced using SharePoint and the BRTC WHS Reporting Tool. They allow the following:

- The Director of Works tracks all tasks and the allocation of responsible person/s to ensure the completion and progress of tasks and provides briefings as required which allows visibility to all Users.
- SharePoint is an IT platform allowing document sharing to a workforce.
- Magiq is a Document and Records Management System that allows the entire organisation to hold all documents in one location, set review dates and hold records of actions.

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- The BRTC WHS Reporting Tool is set up for Managers to load progressive data on a variety of pro-active and reactive WHS Indicators. KPIs (Key Performance Indicators) are also set for reporting fields to ensure targets are met and where required, performance can be measured for accountability.

In addition to this, any identified WHS actions that need to be completed are submitted into the WHS Committee Agenda as part of the BRTC Rectification Action Process which is monitored through the Executive Management Team meetings. Through this platform, BRTC workers will be able to track progress and current action status and receive consultation from Management regarding the next actions to take.



WORK HEALTH AND SAFETY STRATEGY ACTION PLAN

STRATEGIC PILLAR	PROGRAMS OF WORK	HIGH LEVEL ACTIONS	MEASURES OF SUCCESS	Milestones	Status 2023	Status 2024	Status 2025	Status 2026
1. Enable the WHS Strategy	1.1 Strategic Plan Endorsement	Presentation of strategic plan to WHS Committee and EMT	Endorsement of WHS Strategy and funding of budget to enable strategy	July Annual at EMT Meeting				
		KPIs relating to safe performance at a Senior Management Level	Minutes from EMT Meeting	Monthly				
	1.2 WHS Reporting & Metrics	Align WHS objectives to BRTC KPI's.	Monthly reporting from department to the WHS Committee	Monthly Reporting Tool				
		Business Intelligence and reporting of WHS lead and lag indicators.	WHSMS implemented to enable reporting.	Monthly Reporting Tool & Balanced Score card				
		Implementation of a BRTC WHS management system (based on old Safe Plan).	BRTC WHS Reporting tool to be absorbed into SharePoint to reduce double handling of data	WHSMS contextualised to BRTC requirements. End 2023				
2. Wellness & Engagement	2.1 Mental Health & Wellness Plan	Develop and implement a Mental Health and Wellness Plan.	Men's Nights?	Event held				
			Ladies Nights?	Event held				
			Flu vax/COVID-19 Vax	Staff vaccinated				
			Q Fever inoculations for Sales Yard Staff, names on national register	100% Staff vaccinated				

Next Review: 31 July 2023

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STRATEGIC PILLAR	PROGRAMS OF WORK	HIGH LEVEL ACTIONS	MEASURES OF SUCCESS	Milestones	Status 2023	Status 2024	Status 2025	Status 2026
			Mental Health First Aid for all staff	Training delivered				
			EAP	EAP advertised and staff aware				
			Implementation of a tool for the assessment of psychosocial risk factors.					
			Other?					
		Develop and execute a training plan	Using tool (above) develop a plan for delivery	Mental Health program delivery				
	2.2 Physical Health and Wellness Plan	Strategic partnerships with established providers	Implement education and preventative programs on psychological resilience and risk.					
		Promote and support research in the area of workplace mental health.	Active participation in mental health and wellbeing initiatives by workforce.	Events held and staff involved				
		Identify and make available to workforce physical health and wellbeing programs	Senior Leaders actively engage in health and wellbeing activities to promote and encourage all staff to participate in these activities	Events held				
			Walk programs	10000 step competition held	Q1 2024			



STRATEGIC PILLAR	PROGRAMS OF WORK	HIGH LEVEL ACTIONS	MEASURES OF SUCCESS	Milestones	Status 2023	Status 2024	Status 2025	Status 2026
				Father's Day walk, run, ride	Q3 2023			
			Gym usage	Provide access to facilities Staff have gym access 24/7/365				
	2.3 Physical Health – Fit for Work	All potential new employees to undertake a medical assessment prior to commencement	100% compliance for fit to work	All new workers attend medical assessment Whole workplace medical assessment				
		Random alcohol and drug testing programs	Implement random alcohol and drug testing programs Fit for Duty	Conduct testing Q1 Q2 Q3 Q4	Blackall staff tested Aug 23 – no issues			
		Staff who have been off work due to injury/illness (i.e. broken bones, mental health) are required to undertake a return to work assessment prior to commencing normal duties.	Create and implement a Return-to-Work plans	RTW Assessments				
	2.4 Worksafe Old Month Program	A program of events for workforce to be	Events hosted at workplaces and attended by all	Hold event Q4 annually				

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STRATEGIC PILLAR	PROGRAMS OF WORK	HIGH LEVEL ACTIONS	MEASURES OF SUCCESS	Milestones	Status 2023	Status 2024	Status 2025	Status 2026
3. Improve WHS Leadership & Culture		developed – WHS week.	BRTC recognised as a supporter of WorkSafe Qld week	Hold event Q4 annually				
		Initiate an annual BRTC safety award.	Reward and recognition for safety achievements influencing WHS engagement	Bi-Annual Recognition of worker(s)				
	3.1 Safety Leadership Program	Officers and Senior Managers are regularly informed of changes impacting WHS.	Publish a quarterly update to officers and senior managers.	Continuous via WHS Committee				
		Managers conduct random walk around inspections	100% of all workplace inspections completed.	CEO visits to departments				
	3.2 Build Staff WHS knowledge and capability		To be conducted by staff and WHS Advisor	Monthly notes to reporting tool				
		WHS Inductions refreshed in all departments.	BRTC WHS induction for staff and contractors reviewed and relaunched.	Online induction developed and all induction reviewed by end year.				
		Develop appropriate WHS information for contractors.	Implement induction package for contractors	Online induction developed and all induction reviewed by end year.				
		Provision of WHS information and awareness by workers	Re-induction period for all workers January annually	January restart week updates conducted				

 Blackall-Tambo Regional Council							Status 2023	Status 2024	Status 2025	Status 2026
STRATEGIC PILLAR	PROGRAMS OF WORK	HIGH LEVEL ACTIONS	MEASURES OF SUCCESS	Milestones	Status 2023	Status 2024	Status 2025	Status 2026		
4. Reduce the impact of injury and illness		at the commencement of work or tasks		<ul style="list-style-type: none">• RTW process trg• Spvr HR trg						
			All PD identify WHS accountabilities	All PD updated annually Q1						
		Provide opportunity for engagement and learning for managers, officers and WHSA regarding key WHS issues and strategic priorities.	Key staff updated	WHS Committee						
	4.1 Prevention of muscular skeletal and overuse injuries.	Proactive manual handling and ergonomics training. Stretching and mobility workshops delivered to workers.	Reduction in muscular skeletal injury rates annually	Data indicators showing reduction						
			Reduction in overuse injuries to reduce number of claims	Data indicators showing reduction						
		Manual handling (Ergonomics) training for all staff to reduce injuries	Reduction in muscular skeletal injury	Hazardous Manual Handling Training delivered to staff						
	4.2 Improve the reporting of injuries and expedite the return to work of injured persons	Early intervention guidelines developed.	Reduction in workers compensation claim numbers from the past years results.	Data indicators showing reduction						
		Extension of Return-to-Work Coordinator network.	Reduction in the claims duration rate	Data indicators showing reduction						

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STRATEGIC PILLAR	PROGRAMS OF WORK	HIGH LEVEL ACTIONS	MEASURES OF SUCCESS	Milestones	Status 2023	Status 2024	Status 2025	Status 2026
	4.3 Noise management and hearing conservation program	Increase the rate of suitable duties being offered to injured workers.	Reduction in the number of employees totally unfit for work for one week or more	Data indicators showing reduction				
		Establish guidelines for workplace noise surveys and assessments.	100% of workplaces that identify noise as a hazard have completed noise management plans.	Noise management plans raised				
		Train WHS Advisors to facilitate preliminary hazard identification	2 yearly hearing tests to be conducted on all staff	Tests conducted Q2				
	4.4 Dust Management	Establish guidelines for workplace dust surveys and assessments.	100% of workplaces who identify dust as a hazard have completed WHS Management Plans.	WHS Management Plans raised for pit operations				
		Appoint SSE	Select and appoint	Appointed person				
		Train SSE IAW Mines Regulator requirements NLT Sep 20	SSE trained on time	SSE trained				
		Train WHS Advisors and selected staff to facilitate dust monitoring - BSBWHS409 Assist with workplace monitoring processes (Respirable Dust Monitoring).	Training for WHSA and selected staff in BSBWHS409 Assist with workplace monitoring processes (Respirable Dust Monitoring)	WHS A Trained				



STRATEGIC PILLAR	PROGRAMS OF WORK	HIGH LEVEL ACTIONS	MEASURES OF SUCCESS	Milestones	Status 2023	Status 2024	Status 2025	Status 2026
5. Actively Manage WHS Risk		(Respirable Dust Monitoring).						
		Selection of preferred supplier for dust assessment reporting	Contractor selected	Select preferred contractor – Simtars is recommended				
		Mine WHSM Plan	Develop & implement Mine WHSM Plan	Develop & implement Mine WHSM Plan				
		Develop and document the framework.	Old Safe Plan documents updated/edited and contextualized	Contextualise all documents to BRTC operations by Dec 23				
	5.1 Establish a WHS Risk Management Framework	Move old Safe Plan documents once updated/edited to InfoXpert	Old Safe Plan documents to SharePoint complete	Move all WHSMS documents to SharePoint				
		Develop appropriate risk assessments, register and Daily Pre-Start Meeting Sign On	Established a master risk register for BRTC that incorporates WHS risk	Q3 2023				
		Training for all workers in the performance of risk assessments.	Training delivered	Training session on how to conduct a RA	Delivered July 2023 to both Tambo and Blackall staff			
		Support single Rectification Action	Use SharePoint as the Tool to provide the Rectification Action Plan	Data recorded using appropriate tool				



STRATEGIC PILLAR	PROGRAMS OF WORK	HIGH LEVEL ACTIONS	MEASURES OF SUCCESS	Milestones	Status 2023	Status 2024	Status 2025	Status 2026
	5.2 Gravel Pit/Borrow Pit Operations		Councils WHS reporting tool					
		Raise Risk Assessment for operations	Risk assessments raised as required for hazards	Appropriate RA raised				
		Raise WHS Management Plan	Raise all documents	WHSMS documents for pit operations raised				
		Raise Emergency Plan	Raise all documents	Emergency Plan raised				
		Raise Dust monitoring Sampling Plan	Sampling Plan provided by qualified/certified Occupational Hygienist	Simtars document				
		Identify and contract Laboratory for Dust sampling testing/reporting	WHS qualified as Occupational Hygienist Technician	Train WHSA as Occupational Hygienist Technician				
		Train SSE with appropriate qualifications	SSE qualified IAW Qld Mines Department requirements	Train SSE				
	5.3 Third Party & Contractor Interface Management	Train WHSA/SSE to conduct Dust Monitoring	Sampling of Dust shows safe results	Test results from Simtars				
		Identify third party and contractor groups, prioritise by risk and implement a review of	Reduction in contractor related incidents.	Monitor incidents Contractor management/site visits by WHSA				



STRATEGIC PILLAR	PROGRAMS OF WORK	HIGH LEVEL ACTIONS	MEASURES OF SUCCESS	Milestones	Status 2023	Status 2024	Status 2025	Status 2026
		current management tools.	Execution of contract obligations.	Contractor management/site visits by WHSA				
		Identify and make recommendations to actively manage the risk associated with contractors and third parties consistently across the enterprise	Reduction in risk exposure through contracted works - Contractors hold appropriate qualifications, skills and/or licences	Contractor management at tender stage examines quals, licences etc				



WORK HEALTH & SAFETY POLICY

POLICY STATEMENT

The Blackall-Tambo Regional Council is committed to providing a safe and healthy working environment for our employees, contractors, volunteers and visitors to the workplace. Council is committed to promoting the provisions of the Work Health and Safety (WHS) and other Legislative requirements, associated Codes of Practice and Australian Standards, together with significant importance placed on hazard/risk management and injury prevention strategies.

Council's primary objective to WHS is to eliminate or reduce risk by developing proactive strategies, through consultation, cooperation, coordination and adopting a risk management approach to WHS in order to provide an injury/illness free workplace. We understand that creating and maintaining a safe and healthy working environment is a major part of our overall responsibilities and that all employees, contractors, volunteers and visitors are responsible and accountable for the health and safety of both themselves, their colleagues and others around the workplace.

In conjunction with this policy, our Safety Management System will outline our Objectives, set Targets and identify achievable WHS key performance indicators which will be assigned to senior management, supervisors and where appropriate to workers. The WHS Plan will be reviewed and updated through the actions identified in the Action Plans. Individual Safe Work Procedures, Guidelines and Standards have been prepared and issued in consultation with relevant employees and our WHS Committee. Council is committed to the distribution of WHS information to all workers and interested parties.

We expect all employees, contractors and visitors to our workplaces to follow safe work practices as prescribed under the Legislation, through our Safety Management System, Safety Policy and Safe Work Procedures and that they make every effort to identify and where reasonably practicable, eliminate hazards or to reduce the risk of injury to themselves and others.

We will provide adequate resources, provide when required mandated and/or appropriate and regular training on WHS for all employees to enable us to manage and maintain a safe and healthy workplace. WHS is important part of a workplace environment and we all have an obligation to ensure that we have a safe and healthy working environment and we encourage you to actively participate so that we may achieve our goal.

Des Howard
Chief Executive Officer

1 2023
Date

Control:

Version	4	Element 1.4
Adopted/Approved	16 August 2023	
Review Date	January 2025	